

MINUTES OF  
REGULAR MEETING  
VARNER CREEK UTILITY DISTRICT

October 16, 2012

STATE OF TEXAS :

COUNTY OF BRAZORIA :

The Board of Directors of Varner Creek Utility District of Brazoria County, Texas convened in regular session, open to the public in the Board Room at the Columbia Lakes Clubhouse, West Columbia, Texas within the boundaries of the District on the 16th day of October, at 6 p.m. and the roll was called of the duly constituted officers and members of the Board, to-wit:

Ray D. Sauer	President
Gary Gius	Vice-President
James Gillenwaters	Secretary-Treasurer
Wayne Pollard	Asst. Secretary-Treasurer
Gene Pell	Financial Director

All members were present thus constituting a quorum.

Also present were the following: Morris Ryder, Ryder & Co.; Debra Lanehart, 1<sup>st</sup> Capital Business Services; Geneva West, CLHOA;

Director Sauer called the Regular Meeting of the Board of Directors to order.

A. TRUST PROPERTY: No bids were received for VCUD trust property.

B. STANDBY, WATER AND SEWER BILLING AND COLLECTIONS REPORT

1. Debra Lanehart reported the collections for standby in September totaled \$3,105.00.

Motion to accept the standby collection report was made by Director Gillenwaters, seconded by Director Pollard and the vote was unanimous.

2. Debra Lanehart presented the water and sewer billing and collections report. Accountability for the month was 79% for read dates 8/21-9/24/12.

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B. STANDBY, WATER AND SEWER BILLING AND COLLECTIONS REPORT CONT.

The cut-off list was presented; cut-off for delinquent accounts is scheduled for October 29, 2012.

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Director Gillenwaters made a motion to approve the cut-off list, seconded by Director Pollard, and the vote was unanimous.

Director Pollard made a motion to accept the water and sewer reports, seconded by Director Gillenwaters, and the vote was unanimous.

C. ADMINISTRATOR REPORT

1. Debra Lanehart, District Administrator, presented her report reviewing account monies, transfers and balances in the District's operating, capital projects, and debt service accounts.

Motion made by Director Gillenwaters to accept the cash report as given, seconded by Director Pollard, unanimous approval.

- 2 Certified Tax Assessor report for September 2012 was presented. Current year collections for the month were \$3,152.68 and delinquent collections for the month were \$2,290.06.

Motion to accept the Tax Collection report made by Director Gillenwaters, seconded by Director Pollard and the vote was unanimous

3. Debra Lanehart provided the Board with a report analyzing 2009 to Current date Consumption Rate Comparison. Report for information only.
4. Debra Lanehart provided the Board with the 12-month flow report for information on upcoming annual adjustment to City Sewer rate.
5. 9-month Budget Report provided.

D. MINUTES

Motion made by Director Gillenwaters to accept the minutes of the September 19, 2012 regular meeting as submitted, seconded by Director Pell and the vote was unanimous.

## E SECURITY REPORT:

Trespasser was seen on the levee. Jack Amason identified the vehicle. The Sheriff's Department was called and a report was processed. Sheriff indicated that the trespasser could pay damages. Morris Ryder will repair ruts in the levee and the catch basin cover that was broken. He will submit a billing for the repairs that can be forwarded to the Sheriff's Department.

## F. OPERATOR'S REPORT

1. Bacteriological samples were good.
2. Repaired levee damage.
3. Mowed levee.
- 5 Cut and sprayed cane on Levee.
- 6 Repaired hydrant on E Twin Lakes.
- 7 Unstopped sewer line at 2150 Riverside.

Motion to accept the Operator's Report as given made by Director Gillenwaters, seconded by Director Pollard and the vote was unanimous.

Motion to repair manhole on Lake Forest from deferred maintenance projects for the sum of \$2,950.00 made by Director Gillenwaters, seconded by Director Pell and the vote was unanimous.

## H. ENGINEER'S REPORT

1. Storm Pump Rehabilitation: Fourth pump in and gear drive repaired. Will need water to test pumps.

## I. PAYMENT OF BILLS

The Administrator distributed the list of bills to be paid with \$56,803.86 from the Operating Fund.

From the Prosperity Bank Capital Projects Fund, the following checks were presented:  
Baker & Lawson: \$1,610.00 Right Angle Drives  
Matula & Matula: \$31,535.39 Storm Water Pumps Rehabilitation  
Baker & Lawson: \$1,125.00 Storm Water Pumps Rehabilitation

Director Pell made a motion to approve the bills for payment, seconded by Director Pollard, and the vote was unanimous.

There being no other business to come before the Board, Director Gius made a motion to adjourn, seconded by Director Gillenwaters, and the vote was unanimous.

(SEAL)

Debra Lanehart  
District Administrator