

MINUTES OF
REGULAR MEETING
VARNER CREEK UTILITY DISTRICT

November 21, 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 21st day of November, 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 except Director Pell, thus constituting a quorum.

Also present were the following: Morris Ryder, Ryder & Co.; Debra Lanehart, 1st 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 October totaled \$2,620.00. Total billing of standby for the 4th quarter was \$13,845.00.

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 86% for read dates 9/24-10/18/2012.

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

The cut-off list was presented; cut-off for delinquent accounts is scheduled for November 30,2012.

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

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

- 2 Certified Tax Assessor report for October 2012 was presented. Current year collections for the month were \$46,767.70 and delinquent collections for the month were \$3,338.61.

3. Debra Lanehart provided the Board with a budget performance report for the period January through November. Report for information only.

4. The VCUD Board selected December 3, 2012 at 9am as the Budget Workshop date. The meeting will be held at the office of the Administrator. (310 East Brazos Avenue)

5. The Board reconsidered the meeting time for future meetings. The lack of attendance by the residents for the new nighttime meetings prompted the Board to reconsider the time.

Motion made to reinstate the meeting time to the 3rd Wednesday of the month at 9am was made by Director Gius, seconded by Director Gillenwaters and the vote was unanimous.

D. MINUTES

The minutes of the October 16, 2012 meeting were presented. Director Gillenwaters made the motion to accept the minutes as presented with the correction to the month in the opening paragraph being changed from September to October. Director Pollard seconded the motion and the vote was unanimous.

E SECURITY REPORT:

Director Gillenwaters reported that he has made several attempts to contact the Sheriff's Office regarding the reported levee damage. He has had no response as of the meeting time.

F. OPERATOR'S REPORT

1. Bacteriological samples were good.
2. Suspects Roundup being used around lagoon on Riverside Drive. Morris will get an address to send warning letter.
3. Cleaned storm drains.
- 5 Schedule of flushing lines started again.
- 6 Mowed North Ditch.
- 7 Sewer tap repaired at 2150 Riverside.
- 8 Repaired water line on Veranda.
- 9 Repaired manhole on Lake Forest approved in October.

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

G. ENGINEER'S REPORT

Engineer was not present at the meeting. Director Sauer did inform the Board that additional information was requested regarding our Levee Certification submission. The information was gathered and forwarded as requested.

H. PAYMENT OF BILLS

The Administrator distributed the list of bills to be paid with \$56,466.26 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: \$59,086.11 (Storm Water Pumps Rehabilitation)
Baker & Lawson: \$1,500.00 (Storm Water Pumps Rehabilitation)

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

I. PUBLIC COMMENTS: None

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

(SEAL)

Debra Lanehart
District Administrator