

MINUTES OF
REGULAR MEETING
VARNER CREEK UTILITY DISTRICT
January 18, 2023

STATE OF TEXAS :

COUNTY OF BRAZORIA :

The Board of Directors of Varner Creek Utility District of Brazoria County, Texas convened in regular session on Wednesday, January 18, 2023, in the Columbia Lakes Resort Cottages back conference room, Columbia Lakes, West Columbia, Texas 77486, inside the boundaries of the district.

to-wit:

Allan Sassin	President
Keith Barker	Vice-President
Becky Carroll	Secretary/Treasurer/Financial Director
Randall Weeks	Asst. Secretary/Treasurer
Ray Sauer	Director

Also, present were the following: Debra Lanehart, 1st Capital Business Services, LLC; Morris Ryder, Ryder & Co.; Steve Matula & Miguel Saucedo, Baker & Lawson Engineering

All members were present thus constituting a quorum.

Minutes are presented in order of the stated agenda even though actual order of topics may be discussed out of agenda order.

A. Public comments: None

B. OPERATOR'S REPORT

1. Monthly maintenance

- Bacterial Samples Good
- Mowed pump stations, levee, North Ditch, and right-of-way to City
- Use weed eater on manholes and hydrants
- Raised meter 9 Atmore, replaced meter & box 2 Inverness, check water 2271 River Valley, unstop sewer 227 Forest Park, repaired meter leak 276 Freeman, sewer problem 2446 Ridgewood and 321 S. Amherst, meter leak 271 Freeman.
- Cleaned storm drains.
- Wrap pipes for freeze.
- Wells inspected by GM Services 12/30/2023.

B. OPERATOR'S REPORT CONT.

Operator reported that hogs are damaging the North Ditch again.

Tank Inspection report should be done by next meeting.

2. Debra Lanehart reported that she had spoken with the owner of Devoe Fence, he stated that he was estimating a couple of weeks before he will be able to relocate the fence.

3. There were two breaks on River Valley about 60' apart.

Director Sauer made the motion to accept the Operator's Report. The motion was seconded by Director Weeks and the vote was unanimous approval.

C. SEWER AND WATER BILLING AND COLLECTION REPORTS

1. Billing for the month of December 2022

Read dates: 11/1-11/30/22.

Pumped: 5,516,000

Consumption 4,929,800

Accountability: 89.37%

Water and Sewer Billing: \$51,542.20

Meters billed: Residential:1,090, Builder (no sewer) 83, Sprinkler (no sewer) 7, Meter Off residential 0, Commercial: 5 water, Hotel 0, Varner Hogg 1, Meter off Commercial 8, 38 multiple sewer units Total 1232

Disconnect Date 01/25/2023.

Director Sauer made the motion to accept the water billing report for month of December. The motion was seconded by Director Carroll and the vote was unanimous approval.

Director Sauer made the motion to approve the January 25, 2023, cut-off list. Director Weeks seconded the motion and the vote was unanimous approval.

2. Write offs of delinquent account: NONE

D. ENGINEER'S REPORT

1. Street ownership: Miguel Saucedo suggested study to see consequences to the district if street ownership/responsibility were to be transferred to the district.

D. ENGINEER'S REPORT CONT.

2. TCEQ is reviewing the request.
3. Texas Pipeline Easement: Mr. Richers is still investigating the chain of ownership of the easement. No new updates were available at meeting time.

Motion to accept the report made by Director Sauer, seconded by Director Barker and the vote was unanimous.

E. LEGAL/FINANCIAL:

NONE

F. SECURITY: NONE

G. ADMINISTRATORS REPORT

1. There were no payments made in December on the remaining standby balance.
2. Debra Lanehart presented the Cash Balances report reviewing account monies, transfers and balances in the District's Operating, Capital Projects, and Debt Service accounts for the month of December 2022.

Motion to accept the report made by Director Sauer, seconded by Director Carroll and the vote was unanimous approval

3. Board discussed the difference in current interest rates earned on the District Bank Accounts. Director Carroll reported that Star Bank in Brazoria is offering CD's with interest rates of around 4.0%.

Motion was made by Director Sauer to move \$250,000.00 from TexPool account for Operating to purchase 2 \$125,000.00 Certificates of Deposit with the higher interest rate. The motion was seconded by Director Carroll and the vote was unanimous approval.

- 4 Budget Report/Income Statement: Debra Lanehart presented the Budget Performance Report showing \$1,218,117.61 of income through December 2022 or 110.69 % of the total income budget of \$1,085,500.00. The reported expenses for the same period were \$1,082,476.12 or 98.36 % of the budgeted expenses of \$1,085,500.00.

Motion to accept the Budget Report made by Director Sauer, seconded by Director Carroll and the vote was unanimous approval.

5. Debra Lanehart presented the list of checks prepared for the December invoices. The checks include twenty-four (24) totaling \$112,365.18 from the Operating funds and one (1) totaling \$468.48 from the Debt Service Fund.

Motion to pay the bills made by Director Carroll, seconded by Director Sauer and the vote was unanimous approval.

6. Motion to approve the minutes from the December 16, Regular Meeting made by Director Barker, seconded by Director Carroll and the vote was unanimous approval. Motion to approve the December 30, 2022, Special Meeting minutes made by Director Carroll, seconded by Director Barker and the vote was unanimous approval.

6. Tax collections for the month of December 2022 were \$888,170.85. There were no adjustments in December.

Motion to approve the December tax collections report made by Director Sauer seconded by Director Weeks and the vote was unanimous.

I. ADJOURN:

There being no other business to come before the Board, Director Sassin made a motion to adjourn at 11:01am. Director Sauer seconded the motion and the vote was unanimous.

Debra Lanehart
District Administrator

(SEAL)