VARNER CREEK UTILITY DISTRICT (BRAZORIA COUNTY, TX)

Varner Creek Utility District Board Meeting - 2023-10-15

REGULAR Session Agenda Docket for Varner Creek Utility District (Brazoria County, Texas)

JURISDICTION CLASSIFICATION	POPULATION SERVED	MEETING DATE
SPECIAL_DISTRICT (MUD)	Texas Taxing Unit	2023-10-15

1. OFFICIAL PUBLIC MEETING AGENDA OVERVIEW

Meeting Session Title	**Varner Creek Utility District Board Meeting - 2023-1**
Session Classification & Date	**REGULAR SESSION | 2023-10-15**
Total Indexed Docket Items	**24 agenda items**

3. INDEXED AGENDA DOCKET & LEGISLATIVE ACTIONS

ITEM NUMBER & DOCKET TITLE	CATEGORY / FISCAL NOTE	ACTION / VOTE
1: Texas Pipeline Easement: No current updates were avai	OPERATIONS	PASSED (6-0)
1: Jim Stubbs was duly sworn in to fill the remainder of	GENERAL	PASSED (6-0)
1: Monthly maintenance * Bacterial Samples Good * Mowed	OPERATIONS	PASSED (6-0)
1: Write offs of delinquent account: None	FINANCE	PASSED (6-0)
1: There were no payments for standby made in September	CONTRACTS	PASSED (6-0)
1: The Directors discussed the need for contract procedu	CONTRACTS	PASSED (6-0)
2: Debra Lanehart presented the Cash Balances report rev	FINANCE	PASSED (6-0)
2: Director Sassin made the motion to reorganize the Boa	GENERAL	PASSED (6-0)
2: Director Barker made the motion to approve the change	CONTRACTS	PASSED (6-0)
3: None.	GENERAL	PASSED (6-0)
3: The motion was made to update the Prosperity Bank acc	FINANCE	PASSED (6-0)
4: The Sewer Flow Report for the 12-month period from Oc	OPERATIONS	PASSED (6-0)
4: Debra Lanehart presented the list of checks prepared	FINANCE	PASSED (6-0)
5: Motion to approve the minutes from the September 20,	MINUTES	PASSED (6-0)
6: Tax collection report for September was presented. Th	FINANCE	PASSED (6-0)
A: Public comments: None	PUBLIC_HEARING	PUBLIC_HEARING
B: Appointment of new Director	GENERAL	GENERAL
C: OPERATOR'S REPORT	OPERATIONS	OPERATIONS
E: SEWER AND WATER BILLING AND COLLECTION REPORTS * Bill	FINANCE	FINANCE

F: ENGINEER'S REPORT.	**INFRASTRUCTURE**	**INFRASTRUCTURE**
G: LEGAL/FINANCIAL:	**FINANCE**	**FINANCE**
H: There being no other business to come before the Boar	**GENERAL**	**GENERAL**
H: ADMINISTRATORS REPORT	**GENERAL**	**GENERAL**
H: ADMINISTRATORS REPORT CONT. period were $744,028.16 o	**FINANCE**	**FINANCE**

4. DETAILED DOCKET ITEM SUMMARIES & ROLL-CALL OUTCOMES

Item 1: Texas Pipeline Easement: No current updates were available at meeting time. Engineers were not in attendance. Director Sassin expressed interest in the replacement of the main line out of the water plant. Motion to accept the report made by Director Sauer [Vote: PASSED (6 Yes, 0 No)] -- Texas Pipeline Easement: No current updates were available at meeting time. Engineers were not in attendance. Director Sassin expressed interest in the replacement of the main line out of the water plant. Motion to accept the report made by

Item 1: Jim Stubbs was duly sworn in to fill the remainder of Director Ray Sauer's term. [Vote: PASSED (6 Yes, 0 No)] -- Jim Stubbs was duly sworn in to fill the remainder of Director Ray Sauer's term.

Item 1: Monthly maintenance * Bacterial Samples Good * Mowed pump stations, levee, North Ditch, and right-of-way to City * Repaired leaks: Pecan Valley, Lake Forrest, Pecan Valley, Twin Lakes East, Edgewater, Paradise Valley, LaCosta, S. Amherst, Sunset Oaks, Twi [Vote: PASSED (6 Yes, 0 No)] -- Monthly maintenance * Bacterial Samples Good * Mowed pump stations, levee, North Ditch, and right-of-way to City * Repaired leaks: Pecan Valley, Lake Forrest, Pecan Valley, Twin Lakes East, Edgewater, Paradise Valley, LaCosta, S. Amherst, S

Item 1: Write offs of delinquent account: None [Vote: PASSED (6 Yes, 0 No)] -- Write offs of delinquent account: None

Item 1: There were no payments for standby made in September on the remaining balances. [Vote: PASSED (6 Yes, 0 No)] -- There were no payments for standby made in September on the remaining balances.

Item 1: The Directors discussed the need for contract procedures that are not handled through the Engineering for bid projects. May need to set up a Purchase Order system for materials and labor projects. [Vote: PASSED (6 Yes, 0 No)] -- The Directors discussed the need for contract procedures that are not handled through the Engineering for bid projects. May need to set up a Purchase Order system for materials and labor projects.

Item 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 September 2023. Motion to accept the report made by Director Carro [Vote: PASSED (6 Yes, 0 No)] -- 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 September 2023. Motion to accept the report made by

Item 2: Director Sassin made the motion to reorganize the Board of Directors with the following officers: President-Keith Barker, Vice President- Randall Weeks, Treasurer-Allan Sassin, Secretary/Investment Officer-Becky Carroll. The motion was seconded by Directo

[Vote: PASSED (6 Yes, 0 No)] -- Director Sassin made the motion to reorganize the Board of Directors with the following officers: President-Keith Barker, Vice President- Randall Weeks, Treasurer-Allan Sassin, Secretary/Investment Officer-Becky Carroll. The motion was seco

Item 2: Director Barker made the motion to approve the changes to the contract with Carlos Venegas to include additional work requested by VCUD directors for the sum of $20,450.00. The motion was seconded by Director Stubbs and the vote was unanimous approval. [Vote: PASSED (6 Yes, 0 No)] -- Director Barker made the motion to approve the changes to the contract with Carlos Venegas to include additional work requested by VCUD directors for the sum of $20,450.00. The motion was seconded by Director Stubbs and the vote was unanimo

Item 3: None. [Vote: PASSED (6 Yes, 0 No)] -- None.

Item 3: The motion was made to update the Prosperity Bank accounts to remove Ray Sauer from the bank signature card and add Jim Stubbs as a signer on all accounts by Director Sassin. The motion was seconded by Director Barker and the vote was unanimous approval. [Vote: PASSED (6 Yes, 0 No)] -- The motion was made to update the Prosperity Bank accounts to remove Ray Sauer from the bank signature card and add Jim Stubbs as a signer on all accounts by Director Sassin. The motion was seconded by Director Barker and the vote was unani

Item 4: The Sewer Flow Report for the 12-month period from October 1, 2022, to September 30, 2023, reflects the overpayment by VCUD of $20,053.000. Varner Creek's percentage of total flow is 35.72%. Director Weeks made the motion to accept the Operator's Report. [Vote: PASSED (6 Yes, 0 No)] -- The Sewer Flow Report for the 12-month period from October 1, 2022, to September 30, 2023, reflects the overpayment by VCUD of $20,053.000. Varner Creek's percentage of total flow is 35.72%. Director Weeks made the motion to accept the Oper

Item 4: Debra Lanehart presented the list of checks prepared for the August invoices. The checks include thirty-four (34) totaling $201,560.64 from the Operating fund. Motion to pay the bills made by Director Barker, seconded by Director Weeks and the vote was un [Vote: PASSED (6 Yes, 0 No)] -- Debra Lanehart presented the list of checks prepared for the August invoices. The checks include thirty-four (34) totaling $201,560.64 from the Operating fund. Motion to pay the bills made by Director Barker, seconded by Director Weeks and

Item 5: Motion to approve the minutes from the September 20, 2023, regular meeting, made by Director Barker, seconded by Director Weeks and the vote was unanimous approval. [Vote: PASSED (6 Yes, 0 No)] -- Motion to approve the minutes from the September 20, 2023, regular meeting, made by Director Barker, seconded by Director Weeks and the vote was unanimous approval.

Item 6: Tax collection report for September was presented. The motion to accept the report was made by Director Barker, seconded by Director Weeks and the vote was unanimous approval. [Vote: PASSED (6 Yes, 0 No)] -- Tax collection report for September was presented. The motion to accept the report was made by Director Barker, seconded by Director Weeks and the vote was unanimous approval.

Item A: Public comments: None -- Public comments: None

Item B: Appointment of new Director -- Appointment of new Director

Item C: OPERATOR'S REPORT -- OPERATOR'S REPORT

Item E: SEWER AND WATER BILLING AND COLLECTION REPORTS * Billing for the month of September 2023 Read dates: 8/1-8/31/23. Pumped: 14,092,000 Consumption 13,127,400 Accountability: 93.15% Water and Sewer Billing: $94,860.80 # Meters billed: Residential:1 -- SEWER AND WATER BILLING AND COLLECTION REPORTS * Billing for the month of September 2023 Read dates: 8/1-8/31/23. Pumped: 14,092,000 Consumption 13,127,400 Accountability: 93.15% Water and Sewer Billing: $94,860.80 # Meters billed

Item F: ENGINEER'S REPORT. -- ENGINEER'S REPORT.

Item G: LEGAL/FINANCIAL: -- LEGAL/FINANCIAL:

Item H: There being no other business to come before the Board, Director Sassin made a motion to adjourn at 11:20am. Director Barker seconded the motion and the vote was unanimous. Debra Lanehart District Administrator (SEAL) -- There being no other business to come before the Board, Director Sassin made a motion to adjourn at 11:20am. Director Barker seconded the motion and the vote was unanimous. Debra Lanehart District Administrator (SEAL)

Item H: ADMINISTRATORS REPORT -- ADMINISTRATORS REPORT

Item H: ADMINISTRATORS REPORT CONT. period were $744,028.16 or 65.27 % of the budgeted expenses of $1,140,000.00 (revised Aug23). Motion to accept the Budget Report made by Director Carroll seconded by Director Weeks -- ADMINISTRATORS REPORT CONT. period were $744,028.16 or 65.27 % of the budgeted expenses of $1,140,000.00 (revised Aug23). Motion to accept the Budget Report made by Director Carroll seconded by Director Weeks

TEXAS OPEN MEETINGS ACT (CHAPTER 551) RECORD CERTIFICATION

This official meeting agenda document reflects the public meeting docket for Varner Creek Utility District (Brazoria County, Texas) convened on 2023-10-15, compiled pursuant to the Texas Open Meetings Act (Texas Government Code Chapter 551).

OFFICIAL STATUTORY DATA SOURCE & UPSTREAM PORTAL REFERENCE

https://varnercreekutilitydistrict.org

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