VARNER CREEK UTILITY DISTRICT (BRAZORIA COUNTY, TX)

Varner Creek Utility District Board Meeting - 2023-03-15

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

JURISDICTION CLASSIFICATION	POPULATION SERVED	MEETING DATE
SPECIAL_DISTRICT (MUD)	Texas Taxing Unit	2023-03-15

1. OFFICIAL PUBLIC MEETING AGENDA OVERVIEW

Meeting Session Title	**Varner Creek Utility District Board Meeting - 2023-0**
Session Classification & Date	**REGULAR SESSION | 2023-03-15**
Total Indexed Docket Items	**28 agenda items**

3. INDEXED AGENDA DOCKET & LEGISLATIVE ACTIONS

ITEM NUMBER & DOCKET TITLE	CATEGORY / FISCAL NOTE	ACTION / VOTE
1: Billing for the month of February 2022 Read dates: 01	FINANCE	PASSED (6-0)
1: No news on the status of the West Columbia Wastewater	OPERATIONS	PASSED (6-0)
1: There were no payments for standby made in February o	CONTRACTS	PASSED (6-0)
1: Doug Roesler said that the Facilities Inspection is s	GENERAL	PASSED (6-0)
1: Monthly maintenance * Bacterial Samples Good * Mowed	OPERATIONS	PASSED (6-0)
2: The response letter has been resubmitted for $71,770.	GENERAL	PASSED (6-0)
2: The Columbia Lakes HOA approved the purchase of the M	OPERATIONS	PASSED (6-0)
2: Write offs of delinquent account: After review, the m	FINANCE	PASSED (6-0)
2: Debra Lanehart presented the Cash Balances report rev	FINANCE	PASSED (6-0)
3: Baker & Lawson will review during the Facilities Insp	GENERAL	PASSED (6-0)
4: Texas Pipeline Easement: No updates.	GENERAL	GENERAL
4: Debra Lanehart presented the list of checks prepared	FINANCE	PASSED (6-0)
5: Motion to approve the minutes from the February 15, 2	MINUTES	PASSED (6-0)
5: Discussed above.	GENERAL	GENERAL
6: Digitizing of water, sewer, and storm water lines: Pa	OPERATIONS	OPERATIONS
6: Tax collections for the month of February 2023 were $	FINANCE	PASSED (6-0)
7: Motion to approve the Engagement Letter with KM&L for	FINANCE	PASSED (6-0)
7: Baker & Lawson will arrange for the 5-year desk revie	GENERAL	PASSED (6-0)
A: Public comments: None	PUBLIC_HEARING	PUBLIC_HEARING

B: OPERATOR'S REPORT CONT. * Chlorinator Maintenance cha	OPERATIONS	OPERATIONS
B: OPERATOR'S REPORT	OPERATIONS	OPERATIONS
C: SECURITY REPORT: NONE	GENERAL	GENERAL
D: SEWER AND WATER BILLING AND COLLECTION REPORTS	OPERATIONS	OPERATIONS
E: ENGINEER'S REPORT CONT.	INFRASTRUCTURE	INFRASTRUCTURE
E: ENGINEER'S REPORT.	INFRASTRUCTURE	INFRASTRUCTURE
F: LEGAL/FINANCIAL:	FINANCE	FINANCE
G: ADMINISTRATORS REPORT	GENERAL	GENERAL
I: ADJOURN: There being no other business to come before	GENERAL	GENERAL

4. DETAILED DOCKET ITEM SUMMARIES & ROLL-CALL OUTCOMES

Item 1: Billing for the month of February 2022 Read dates: 01/01-01/31/23. Pumped: 5,664,000 Consumption 5,093,700 Accountability: 89.93% Water and Sewer Billing: $52,747.54 # Meters billed: Residential:1,103, Builder (no sewer) 74, Sprinkler (no sewer) 8, Meter [Vote: PASSED (6 Yes, 0 No)] -- Billing for the month of February 2022 Read dates: 01/01-01/31/23. Pumped: 5,664,000 Consumption 5,093,700 Accountability: 89.93% Water and Sewer Billing: $52,747.54 # Meters billed: Residential:1,103, Builder (no sewer) 74, Sprinkler (no s

Item 1: No news on the status of the West Columbia Wastewater Treatment. [Vote: PASSED (6 Yes, 0 No)] -- No news on the status of the West Columbia Wastewater Treatment.

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

Item 1: Doug Roesler said that the Facilities Inspection is scheduled to be done on April 4. After the inspection is done, Baker & Lawson will come to the board with any suggested projects [Vote: PASSED (6 Yes, 0 No)] -- Doug Roesler said that the Facilities Inspection is scheduled to be done on April 4. After the inspection is done, Baker & Lawson will come to the board with any suggested projects

Item 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. * Repair meter leak 2263 Lake Forrest * Install sewer tap 320 N. Amherst, 246 N Amherst * Install w [Vote: PASSED (6 Yes, 0 No)] -- Monthly maintenance * Bacterial Samples Good * Mowed pump stations, levee, North Ditch, and right-of-way to City * Use weed eater on manholes and hydrants. * Repair meter leak 2263 Lake Forrest * Install sewer tap 320 N. Amherst, 246 N Amhe

Item 2: The response letter has been resubmitted for $71,770.00 to TCEQ. Motion to request change in application to include project #1 only for $71,770.00 made by Director Sassin, seconded by Director Barker and the vote was unanimous approval. [Vote: PASSED (6 Yes, 0 No)] -- The response letter has been resubmitted for $71,770.00 to TCEQ. Motion to request change in application to include project #1 only for $71,770.00 made by Director Sassin, seconded by Director Barker and the vote was unanimous approval.

Item 2: The Columbia Lakes HOA approved the purchase of the Maintenance Facility at their

last meeting. The inspections have been done and the Board is moving forward with the purchase. Director Sauer made the motion to accept the Operator's Report. The motion wa [Vote: PASSED (6 Yes, 0 No)] -- The Columbia Lakes HOA approved the purchase of the Maintenance Facility at their last meeting. The inspections have been done and the Board is moving forward with the purchase. Director Sauer made the motion to accept the Operator's Report

Item 2: Write offs of delinquent account: After review, the motion was made by Director Carroll, seconded by Director Sauer to write-off delinquent water accounts in the amount of $2,280.48 (15 accounts). [Vote: PASSED (6 Yes, 0 No)] -- Write offs of delinquent account: After review, the motion was made by Director Carroll, seconded by Director Sauer to write-off delinquent water accounts in the amount of $2,280.48 (15 accounts).

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 February 2023. Motion to accept the report made by Director Carrol [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 February 2023. Motion to accept the report made by

Item 3: Baker & Lawson will review during the Facilities Inspection. [Vote: PASSED (6 Yes, 0 No)] -- Baker & Lawson will review during the Facilities Inspection.

Item 4: Texas Pipeline Easement: No updates. -- Texas Pipeline Easement: No updates.

Item 4: Debra Lanehart presented the list of checks prepared for the February invoices. The checks and drafts ($76.50 for payroll liability payment) include twenty-four (24) totaling $108,320.82 from the Operating funds. Motion to pay the bills made by Director S [Vote: PASSED (6 Yes, 0 No)] -- Debra Lanehart presented the list of checks prepared for the February invoices. The checks and drafts ($76.50 for payroll liability payment) include twenty-four (24) totaling $108,320.82 from the Operating funds. Motion to pay the bills mad

Item 5: Motion to approve the minutes from the February 15, 2023, Regular Meeting made by Director Carroll, seconded by Director Weeks and the vote was unanimous approval. [Vote: PASSED (6 Yes, 0 No)] -- Motion to approve the minutes from the February 15, 2023, Regular Meeting made by Director Carroll, seconded by Director Weeks and the vote was unanimous approval.

Item 5: Discussed above. -- Discussed above.

Item 6: Digitizing of water, sewer, and storm water lines: Part of the Sewer Rehab done in 2007 and 2008 included the televising of the sewer lines. 1st Capital has the CDs of the televising that was done by Horseshoe. -- Digitizing of water, sewer, and storm water lines: Part of the Sewer Rehab done in 2007 and 2008 included the televising of the sewer lines. 1st Capital has the CDs of the televising that was done by Horseshoe.

Item 6: Tax collections for the month of February 2023 were $37,661.21. There was a negative ($409.73) adjustment in February. Motion to approve the February tax collections report made by Director Sauer seconded by Director Carroll and the vote was unanimous. [Vote: PASSED (6 Yes, 0 No)] -- Tax collections for the month of February 2023 were $37,661.21. There was a negative ($409.73) adjustment in February. Motion to approve the February tax collections report made by Director Sauer seconded by Director Carroll and the vote wa

Item 7: Motion to approve the Engagement Letter with KM&L for the 2022 audit made by Director Carroll, seconded by Director Weeks and the vote was unanimous approval. [Vote: PASSED (6 Yes, 0 No)] -- Motion to approve the Engagement Letter with KM&L for the 2022 audit made by Director Carroll, seconded by Director Weeks and the vote was unanimous approval.

Item 7: Baker & Lawson will arrange for the 5-year desk review of the CL Inventory of Dams Emergency Action Plan. Motion to accept the report made by Director Sauer, seconded by Director Weeks and the vote was unanimous. [Vote: PASSED (6 Yes, 0 No)] -- Baker & Lawson will arrange for the 5-year desk review of the CL Inventory of Dams Emergency Action Plan. Motion to accept the report made by Director Sauer, seconded by Director Weeks and the vote was unanimous.

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

Item B: OPERATOR'S REPORT CONT. * Chlorinator Maintenance changed solenoid, overflow ground storage tanks. * April 4 scheduled for facilities inspection . -- OPERATOR'S REPORT CONT. * Chlorinator Maintenance changed solenoid, overflow ground storage tanks. * April 4 scheduled for facilities inspection .

Item B: OPERATOR'S REPORT -- OPERATOR'S REPORT

Item C: SECURITY REPORT: NONE -- SECURITY REPORT: NONE

Item D: SEWER AND WATER BILLING AND COLLECTION REPORTS -- SEWER AND WATER BILLING AND COLLECTION REPORTS

Item E: ENGINEER'S REPORT CONT. -- ENGINEER'S REPORT CONT.

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

Item F: LEGAL/FINANCIAL: -- LEGAL/FINANCIAL:

Item G: ADMINISTRATORS REPORT -- ADMINISTRATORS REPORT

Item I: ADJOURN: There being no other business to come before the Board, Director Sassin made a motion to adjourn at 11:06 am. Director Sauer seconded the motion and the vote was unanimous. Debra Lanehart District Administrator (SEAL) -- ADJOURN: There being no other business to come before the Board, Director Sassin made a motion to adjourn at 11:06 am. Director Sauer seconded the motion and the vote was unanimous. Debra Lanehart District Administrator (SEAL)

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 2023-03-15, 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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