

VARNER CREEK UTILITY DISTRICT (BRAZORIA COUNTY, TX)

Varner Creek Utility District Board Meeting - 2024-10-23

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

JURISDICTION CLASSIFICATION	POPULATION SERVED	MEETING DATE
SPECIAL_DISTRICT (MUD)	Texas Taxing Unit	2024-10-23

1. OFFICIAL PUBLIC MEETING AGENDA OVERVIEW	
Meeting Session Title	Varner Creek Utility District Board Meeting - 2024-1
Session Classification & Date	REGULAR SESSION 2024-10-23
Total Indexed Docket Items	56 agenda items

3. INDEXED AGENDA DOCKET & LEGISLATIVE ACTIONS		
ITEM NUMBER & DOCKET TITLE	CATEGORY / FISCAL NOTE	ACTION / VOTE
1: Update on Lead and Copper Line Inventory report per T	GENERAL	GENERAL
1: A motion was made by Jim Stubbs and seconded by Allan	GENERAL	PASSED (6-0)
1: No update or Action taken on arbitrage report	GENERAL	PASSED (6-0)
1: Update by the security committee/operator on any secu	OPERATIONS	OPERATIONS
1: Micheal Bendit presented the Cash Balance Reports wit	FINANCE	PASSED (6-0)
1: Update on Hilltop Securities filing the Earning Posit	GENERAL	GENERAL
1: Update on biological tests and maintenance performed	OPERATIONS	OPERATIONS
1: Review status of water and sewer accounts; approve de	FINANCE	PASSED (6-0)
1: TCEQ Lead & Copper Inventory Report- Report complete	GENERAL	GENERAL
1: Allan Sassin made a motion and the motion was seconde	OPERATIONS	OPERATIONS
1: Cash balances report on District Bank accounts for Se	FINANCE	FINANCE
2: Budget Report/Income Statement: Motion to accept the	FINANCE	PASSED (6-0)
2: Budget Report/Income Statement for September 2024	FINANCE	FINANCE
2: Consider any outstanding balances to write off and re	FINANCE	PASSED (6-0)
2: A motion was made by Allan Sassin and was seconded by	OPERATIONS	OPERATIONS
2: Update on Water Line Replacement on Pecan Valley	OPERATIONS	OPERATIONS
2: Update on Cul-de-sac Water line replacement (Valle Ve	OPERATIONS	OPERATIONS
2: Pecan Valley project - contract signed with Bull G an	CONTRACTS	PASSED (6-0)
2: Update on CL Garbage Collection contract with the CL	CONTRACTS	PASSED (6-0)

2: Waste Disposal Contract with CLHOA- no further action	CONTRACTS	PASSED (6-0)
3: No vote or action taken - Mark Hopkins to begin review	GENERAL	PASSED (6-0)
3: Update on Ridgewood Dr. drainage improvement	GENERAL	GENERAL
3: Micheal Bendit presented the list of checks prepared	FINANCE	PASSED (6-0)
3: Discuss and take appropriate action on the 12" Water	OPERATIONS	PASSED (6-0)
3: Status update on the dormant Texas Eastman pipeline	GENERAL	GENERAL
3: Review and approve paying of bills	FINANCE	PASSED (6-0)
3: A motion was made by Allan Sassin to write off balance	GENERAL	GENERAL
3: 12" water line at water plant- preparing scope and budget	OPERATIONS	PASSED (6-0)
4: Review and approve minutes of previous meetings	MINUTES	PASSED (6-0)
4: A. Motion made by Mark Hopkins and seconded by Allan	FINANCE	PASSED (6-0)
4: A motion was made by Mark Hopkins and seconded by Jim	GENERAL	GENERAL
4: Ryder and Co. updated contract- Allan Sassin made a motion	CONTRACTS	PASSED (6-0)
4: Review and approve the contract for Ryder & Co.	CONTRACTS	PASSED (6-0)
4: Discuss and take appropriate action on any other Engineering	INFRASTRUCTURE	PASSED (6-0)
5: Review and take appropriate action regarding the Tax	FINANCE	PASSED (6-0)
5: A motion was made by Jim Stubbs and seconded by Mark	FINANCE	PASSED (6-0)
5: 1st Capital Business Services updated contract - Jim	CONTRACTS	PASSED (6-0)
5: Review and approve the contract for 1st Capital Business	CONTRACTS	PASSED (6-0)
5: Accounts Written off: 50-1564-01 \$145.45 50-1628-08 \$	FINANCE	FINANCE
6: Discuss and take appropriate action on any legal or financial	FINANCE	PASSED (6-0)
6: A special meeting will be held in January of 2025 to	OPERATIONS	PASSED (6-0)
7: Waste water plant- Jim Stubbs made a motion to request	OPERATIONS	OPERATIONS
A: Public comments	PUBLIC_HEARING	PUBLIC_HEARING
A: Public comments: None.	PUBLIC_HEARING	PUBLIC_HEARING
B: Operator's Report	OPERATIONS	OPERATIONS
B: OPERATOR'S REPORT * Bacterial samples taken - all samples	OPERATIONS	PASSED (6-0)
B: Motion made by Allan Sassin and seconded by Jim Stubbs	MINUTES	PASSED (6-0)
C: Security Report	GENERAL	GENERAL
C: Security Report- NA	GENERAL	GENERAL
D: Sewer and water billing and collection reports	OPERATIONS	OPERATIONS
E: Engineer's Report	INFRASTRUCTURE	INFRASTRUCTURE
F: LEGAL/FINANCIAL:	FINANCE	FINANCE

F: Legal/Financial Advisors	FINANCE	FINANCE
G: Administrators Report	GENERAL	GENERAL
H: Adjourn VARNER CREEK UTILITY DISTRICT By: _____	GENERAL	GENERAL
H: There being no other business to come before the Boar	GENERAL	GENERAL

4. DETAILED DOCKET ITEM SUMMARIES & ROLL-CALL OUTCOMES

Item 1: Update on Lead and Copper Line Inventory report per TCEQ-20943 due October 16, 2024

-- Update on Lead and Copper Line Inventory report per TCEQ-20943 due October 16, 2024

Item 1: A motion was made by Jim Stubbs and seconded by Allan Sassin to approve the cut- off date of 10/23/24 and the vote passed unanimously 4-0. [Vote: PASSED (6 Yes, 0 No)] -- A motion was made by Jim Stubbs and seconded by Allan Sassin to approve the cut- off date of 10/23/24 and the vote passed unanimously 4-0.

Item 1: No update or Action taken on arbitrage report [Vote: PASSED (6 Yes, 0 No)] -- No update or Action taken on arbitrage report

Item 1: Update by the security committee/operator on any security issues -- Update by the security committee/operator on any security issues

Item 1: Micheal Bendit presented the Cash Balance Reports with the transfers and balances in the District's Operating, Capital Projects, and Debt Service accounts for the month of September 2024. Motion to accept the report made by Allan Sassin, seconded by Mark [Vote: PASSED (6 Yes, 0 No)] -- Micheal Bendit presented the Cash Balance Reports with the transfers and balances in the District's Operating, Capital Projects, and Debt Service accounts for the month of September 2024. Motion to accept the report made by Allan Sassin, se

Item 1: Update on Hilltop Securities filing the Earning Positive Arbitrage reports for 2022 and 2023 -- Update on Hilltop Securities filing the Earning Positive Arbitrage reports for 2022 and 2023

Item 1: Update on biological tests and maintenance performed in current month. -- Update on biological tests and maintenance performed in current month.

Item 1: Review status of water and sewer accounts; approve delinquent account cut-off list and total report. [Vote: PASSED (6 Yes, 0 No)] -- Review status of water and sewer accounts; approve delinquent account cut-off list and total report.

Item 1: TCEQ Lead & Copper Inventory Report- Report complete per Randy Liska- report submitted 9/19/24- no updates. -- TCEQ Lead & Copper Inventory Report- Report complete per Randy Liska- report submitted 9/19/24- no updates.

Item 1: Allan Sassin made a motion and the motion was seconded by Jim Stubbs to create and send a letter to builders notifying them of a new fee for damaged to meter and or box to be set at \$1200.The motion passed unanimously 4-0. Jim Stubbs made the motion to ac -- Allan Sassin made a motion and the motion was seconded by Jim Stubbs to create and send a letter to builders notifying them of a new fee for damaged to meter and or box to be set at \$1200.The motion passed unanimously 4-0. Jim Stubbs made t

Item 1: Cash balances report on District Bank accounts for September 2024 -- Cash balances report on District Bank accounts for September 2024

Item 2: Budget Report/Income Statement: Motion to accept the P&L and Budget, made by Mark Hopkins seconded by Allan Sassin. The vote was unanimous approval 4-0. [Vote: PASSED (6 Yes, 0 No)] -- Budget Report/Income Statement: Motion to accept the P&L and Budget, made by Mark Hopkins seconded by Allan Sassin. The vote was unanimous approval 4-0.

Item 2: Budget Report/Income Statement for September 2024 -- Budget Report/Income Statement for September 2024

Item 2: Consider any outstanding balances to write off and recommended action on delinquent accounts. [Vote: PASSED (6 Yes, 0 No)] -- Consider any outstanding balances to write off and recommended action on delinquent accounts.

Item 2: A motion was made by Allan Sassin and was seconded by Mark Hopkins to accept the overall water and sewer collection report and the vote passed unanimously 4-0. -- A motion was made by Allan Sassin and was seconded by Mark Hopkins to accept the overall water and sewer collection report and the vote passed unanimously 4-0.

Item 2: Update on Water Line Replacement on Pecan Valley -- Update on Water Line Replacement on Pecan Valley

Item 2: Update on Cul-de-sac Water line replacement (Valle Verde Ln, Turberry Dr) -- Update on Cul-de-sac Water line replacement (Valle Verde Ln, Turberry Dr)

Item 2: Pecan Valley project - contract signed with Bull G and presented to board. [Vote: PASSED (6 Yes, 0 No)] -- Pecan Valley project - contract signed with Bull G and presented to board.

Item 2: Update on CL Garbage Collection contract with the CL HOA [Vote: PASSED (6 Yes, 0 No)] -- Update on CL Garbage Collection contract with the CL HOA

Item 2: Waste Disposal Contract with CLHOA- no further action taken. [Vote: PASSED (6 Yes, 0 No)] -- Waste Disposal Contract with CLHOA- no further action taken.

Item 3: No vote or action taken - Mark Hopkins to begin reviewing Pipeline easement. [Vote: PASSED (6 Yes, 0 No)] -- No vote or action taken - Mark Hopkins to begin reviewing Pipeline easement.

Item 3: Update on Ridgewood Dr. drainage improvement -- Update on Ridgewood Dr. drainage improvement

Item 3: Micheal Bendit presented the list of checks prepared for the October 2024 invoices. The checks total \$148,421.70 from the Operating fund. Motion to pay the bills made by Mark Hopkins, seconded by Jim Stubbs and the vote was unanimous approval 4-0. [Vote: PASSED (6 Yes, 0 No)] -- Micheal Bendit presented the list of checks prepared for the October 2024 invoices. The checks total \$148,421.70 from the Operating fund. Motion to pay the bills made by Mark Hopkins, seconded by Jim Stubbs and the vote was unanimous approval

Item 3: Discuss and take appropriate action on the 12" Water line replacement at the water plant [Vote: PASSED (6 Yes, 0 No)] -- Discuss and take appropriate action on the 12" Water line replacement at the water plant

Item 3: Status update on the dormant Texas Eastman pipeline easement -- Status update on the

dormant Texas Eastman pipeline easement

Item 3: Review and approve paying of bills [Vote: PASSED (6 Yes, 0 No)] -- Review and approve paying of bills

Item 3: A motion was made by Allan Sassin to write off balances (below) and was seconded by Mark Hopkins and the vote was passed unanimously 4-0. -- A motion was made by Allan Sassin to write off balances (below) and was seconded by Mark Hopkins and the vote was passed unanimously 4-0.

Item 3: 12" water line at water plant- preparing scope and board discussed further scope. Potential needs may including additional booster pump and upgrades to electrical panel. NO action taken. . Jim Stubbs motioned to accept the overall Engineer's report and Ma [Vote: PASSED (6 Yes, 0 No)] -- 12" water line at water plant- preparing scope and board discussed further scope. Potential needs may including additional booster pump and upgrades to electrical panel. NO action taken. . Jim Stubbs motioned to accept the overall Engineer'

Item 4: Review and approve minutes of previous meetings [Vote: PASSED (6 Yes, 0 No)] -- Review and approve minutes of previous meetings

Item 4: A. Motion made by Mark Hopkins and seconded by Allan Sassin to approve Meeting minutes from Tax Rate Hearing 9/18/24. The vote passed unanimously 4-0. [Vote: PASSED (6 Yes, 0 No)] -- A. Motion made by Mark Hopkins and seconded by Allan Sassin to approve Meeting minutes from Tax Rate Hearing 9/18/24. The vote passed unanimously 4-0.

Item 4: A motion was made by Mark Hopkins and seconded by Jim Stubbs to credit MaryIn Smith and the vote was passed unanimously 4-0. -- A motion was made by Mark Hopkins and seconded by Jim Stubbs to credit MaryIn Smith and the vote was passed unanimously 4-0.

Item 4: Ryder and Co. updated contract- Allan Sassin made a motion and was seconded by Mark Hopkins to approve the updated and revised contract with Ryder and Company and the vote passed unanimously 4-0. [Vote: PASSED (6 Yes, 0 No)] -- Ryder and Co. updated contract- Allan Sassin made a motion and was seconded by Mark Hopkins to approve the updated and revised contract with Ryder and Company and the vote passed unanimously 4-0.

Item 4: Review and approve the contract for Ryder & Co. [Vote: PASSED (6 Yes, 0 No)] -- Review and approve the contract for Ryder & Co.

Item 4: Discuss and take appropriate action on any other Engineering projects/issues for the District [Vote: PASSED (6 Yes, 0 No)] -- Discuss and take appropriate action on any other Engineering projects/issues for the District

Item 5: Review and take appropriate action regarding the Tax Assessor/Collector report for September 2024 [Vote: PASSED (6 Yes, 0 No)] -- Review and take appropriate action regarding the Tax Assessor/Collector report for September 2024

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 2024-10-23, 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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