VARNER CREEK UTILITY DISTRICT (BRAZORIA COUNTY, TX)

Varner Creek Utility District Board Meeting - 2023-08-15

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

JURISDICTION CLASSIFICATION	POPULATION SERVED	MEETING DATE
SPECIAL_DISTRICT (MUD)	Texas Taxing Unit	2023-08-15

1. OFFICIAL PUBLIC MEETING AGENDA OVERVIEW

Meeting Session Title	**Varner Creek Utility District Board Meeting - 2023-0**
Session Classification & Date	**REGULAR SESSION | 2023-08-15**
Total Indexed Docket Items	**29 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	GENERAL	PASSED (6-0)
1: Write offs of delinquent account: None	FINANCE	PASSED (6-0)
1: Monthly maintenance * Bacterial Samples Good * Mowed	OPERATIONS	PASSED (6-0)
1: No updates on the contract between the City of West C	CONTRACTS	PASSED (6-0)
1: There were no payments for standby made in June on th	CONTRACTS	PASSED (6-0)
2: Resolution Establishing Director Fees of Office and D	GENERAL	PASSED (6-0)
2: Debra Lanehart presented the Cash Balances report rev	FINANCE	PASSED (6-0)
2: Digitizing of water and sewer lines project: Ongoing	OPERATIONS	PASSED (5-1)
3: Director Sauer has turned in his resignation from the	GENERAL	PASSED (6-0)
3: The lease document was received and reviewed by both	OPERATIONS	PASSED (6-0)
3: M. J. Reddy has expressed an interest in reviving the	INFRASTRUCTURE	PASSED (4-2)
4: The Board reviewed the tax calculation worksheet prov	FINANCE	PASSED (6-0)
4: TCEQ Dam Safety Programs for the South and East Levee	OPERATIONS	OPERATIONS
5: Sewer flow report for period ending July 31, 2023, re	OPERATIONS	PASSED (6-0)
5: The Board met on August 10, 2023, to review the curre	FINANCE	PASSED (6-0)
5: Motion to approve the minutes from the August 10, 202	MINUTES	PASSED (6-0)
6: Tax collection report for July was presented. The mot	FINANCE	PASSED (6-0)
6: Debra Lanehart presented the list of checks prepared	GENERAL	GENERAL
A: Public comments: None	PUBLIC_HEARING	PUBLIC_HEARING

B: OPERATOR'S REPORT	**OPERATIONS**	**OPERATIONS**
C: SECURITY REPORT: NONE	**GENERAL**	**GENERAL**
C: OPERATOR'S REPORT CONT. * Cleaned debris from storm s	**FINANCE**	**PASSED (6-0)**
D: SEWER AND WATER BILLING AND COLLECTION REPORTS * Bill	**OPERATIONS**	**OPERATIONS**
E: ENGINEER'S REPORT.	**INFRASTRUCTURE**	**INFRASTRUCTURE**
F: LEGAL/FINANCIAL CONT. Motion to adopt the Resolution	**FINANCE**	**PASSED (6-0)**
F: LEGAL/FINANCIAL:	**FINANCE**	**FINANCE**
G: ADMINISTRATORS REPORT	**GENERAL**	**GENERAL**
G: ADMINISTRATORS REPORT CONT. include twenty-six (26) t	**FINANCE**	**PASSED (6-0)**
H: There being no other business to come before the Boar	**GENERAL**	**GENERAL**

4. DETAILED DOCKET ITEM SUMMARIES & ROLL-CALL OUTCOMES

Item 1: Texas Pipeline Easement: No current updates were available at meeting time. [Vote: PASSED (6 Yes, 0 No)] -- Texas Pipeline Easement: No current updates were available at meeting time.

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

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. * Cleaned storm drains. * Repaired storm drain on Freeman. [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. * Cleaned storm drains. * Repaired storm drain on Freeman.

Item 1: No updates on the contract between the City of West Columbia WWT and VCUD. [Vote: PASSED (6 Yes, 0 No)] -- No updates on the contract between the City of West Columbia WWT and VCUD.

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

Item 2: Resolution Establishing Director Fees of Office and District Reimbursement Policy. The State Legislature in the 2023 session made changes to the amount of fees of office paid to any one director and setting an annual limit to the compensation. The resolut [Vote: PASSED (6 Yes, 0 No)] -- Resolution Establishing Director Fees of Office and District Reimbursement Policy. The State Legislature in the 2023 session made changes to the amount of fees of office paid to any one director and setting an annual limit to the compensati

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 July 2023. Motion to accept the report made by Director Carroll, s [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 July 2023. Motion to accept the report made by Dire

Item 2: Digitizing of water and sewer lines project: Ongoing [Vote: PASSED (5 Yes, 1 No)] -- Digitizing of water and sewer lines project: Ongoing

Item 3: Director Sauer has turned in his resignation from the board effective September 30, 2023. [Vote: PASSED (6 Yes, 0 No)] -- Director Sauer has turned in his resignation from the board effective September 30, 2023.

Item 3: The lease document was received and reviewed by both the CLHOA (Columbia Lakes Homeowners Association) and the VCUD (Varner Creek Utility District) representatives. The lease was provided to the entire board prior to the meeting. Motion to sign the lease [Vote: PASSED (6 Yes, 0 No)] -- The lease document was received and reviewed by both the CLHOA (Columbia Lakes Homeowners Association) and the VCUD (Varner Creek Utility District) representatives. The lease was provided to the entire board prior to the meeting. Motion to

Item 3: M. J. Reddy has expressed an interest in reviving the plan to develop the front property for residential use. Engineers will review the plan and evaluate the need to add an additional booster pump. The Board has requested the finalized facility inspection [Vote: PASSED (4 Yes, 2 No)] -- M. J. Reddy has expressed an interest in reviving the plan to develop the front property for residential use. Engineers will review the plan and evaluate the need to add an additional booster pump. The Board has requested the finalized faci

Item 4: The Board reviewed the tax calculation worksheet provided by Kristin Bulanek. The proposed tax rate for 2023 is comprised of debt service (0.302678/$100 valuation) and maintenance and operations tax (0.08322/$100 valuation) for a combined tax of $0.39/$10 [Vote: PASSED (6 Yes, 0 No)] -- The Board reviewed the tax calculation worksheet provided by Kristin Bulanek. The proposed tax rate for 2023 is comprised of debt service (0.302678/$100 valuation) and maintenance and operations tax (0.08322/$100 valuation) for a combined t

Item 4: TCEQ Dam Safety Programs for the South and East Levees: The inspection report on the dam levees requires a review of and response to any issues that were sited. The Board agreed to a committee of Directors Sassin and Weeks and Ben and Morris Ryder to revi -- TCEQ Dam Safety Programs for the South and East Levees: The inspection report on the dam levees requires a review of and response to any issues that were sited. The Board agreed to a committee of Directors Sassin and Weeks and Ben and Morri

Item 5: Sewer flow report for period ending July 31, 2023, reflects an overpayment of $36,912.00. The VCUD flow is at a rate of 35.13%. Director Carroll made the motion to accept the Operator's Report. The motion was seconded by Director Weeks and the vote was un [Vote: PASSED (6 Yes, 0 No)] -- Sewer flow report for period ending July 31, 2023, reflects an overpayment of $36,912.00. The VCUD flow is at a rate of 35.13%. Director Carroll made the motion to accept the Operator's Report. The motion was seconded by Director Weeks and

Item 5: The Board met on August 10, 2023, to review the current budget and the revisions recommended by Director Sassin. Director Sassin made the motion to approve the revised budget for 2023. The motion was seconded by Director Sauer and the vote was unanimous a [Vote: PASSED (6 Yes, 0 No)] -- The Board met on August 10, 2023, to review the current budget and the revisions recommended by Director Sassin. Director Sassin made the motion to approve the revised budget for 2023. The motion was seconded by Director Sauer and the vote

Item 5: Motion to approve the minutes from the August 10, 2023, made by Director Sassin, seconded by Director Sauer and the vote was unanimous approval. Motion to approve the July 19 regular meeting minutes was made by Director Sassin, seconded by Director Carrol [Vote: PASSED (6 Yes, 0 No)] -- Motion to approve the minutes from the August 10, 2023, made by Director Sassin, seconded by Director Sauer and the vote was unanimous approval. Motion to approve the July 19 regular meeting minutes was made by Director Sassin, seconded by

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

Item 6: Debra Lanehart presented the list of checks prepared for the July invoices. The checks -- Debra Lanehart presented the list of checks prepared for the July invoices. The checks

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

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

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

Item C: OPERATOR'S REPORT CONT. * Cleaned debris from storm sewer pump gates. * Jetted sewer lines: 7/11-7/21/23. * Repaired manhole on right-of-way. * Repaired five storm drains. * Repaired saddle on Ridgewood. * Repaired leaks: Meter leak 225 River Valley, 2270 [Vote: PASSED (6 Yes, 0 No)] -- OPERATOR'S REPORT CONT. * Cleaned debris from storm sewer pump gates. * Jetted sewer lines: 7/11-7/21/23. * Repaired manhole on right-of-way. * Repaired five storm drains. * Repaired saddle on Ridgewood. * Repaired leaks: Meter leak 225 Riv

Item D: SEWER AND WATER BILLING AND COLLECTION REPORTS * Billing for the month of July 2023 Read dates: 6/1-6/30/23. Pumped: 8,525,000 Consumption 8,081,300 -- SEWER AND WATER BILLING AND COLLECTION REPORTS * Billing for the month of July 2023 Read dates: 6/1-6/30/23. Pumped: 8,525,000 Consumption 8,081,300

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

Item F: LEGAL/FINANCIAL CONT. Motion to adopt the Resolution Establishing Director Fees of Office and District Reimbursement Policy made by Director Carroll, seconded by Director Weeks and the vote was unanimous approval. [Vote: PASSED (6 Yes, 0 No)] -- LEGAL/FINANCIAL CONT. Motion to adopt the Resolution Establishing Director Fees of Office and District Reimbursement Policy made by Director Carroll, seconded by Director Weeks and the vote was unanimous approval.

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

Item G: ADMINISTRATORS REPORT -- ADMINISTRATORS REPORT

Item G: ADMINISTRATORS REPORT CONT. include twenty-six (26) totaling $122,873.40 from the Operating funds. Motion to pay the bills made by Director Sauer, seconded by Director Barker and the vote was unanimous approval. [Vote: PASSED (6 Yes, 0 No)] -- ADMINISTRATORS REPORT CONT. include twenty-six (26) totaling $122,873.40 from the Operating funds. Motion to pay the bills made by Director Sauer, seconded by Director Barker and the vote was unanimous

approval.

Item H: There being no other business to come before the Board, Director Sauer made a motion to adjourn at 11:30am. Director Sassin seconded the motion and the vote was unanimous. Debra Lanehart District Administrator (SEAL) -- There being no other business to come before the Board, Director Sauer made a motion to adjourn at 11:30am. Director Sassin 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 2023-08-15, 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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