VARNER CREEK UTILITY DISTRICT (BRAZORIA COUNTY, TX)

Varner Creek Utility District Board Meeting - 2024-03-15

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

JURISDICTION CLASSIFICATION	POPULATION SERVED	MEETING DATE
SPECIAL_DISTRICT (MUD)	Texas Taxing Unit	2024-03-15

1. OFFICIAL PUBLIC MEETING AGENDA OVERVIEW

Meeting Session Title	**Varner Creek Utility District Board Meeting - 2024-0**
Session Classification & Date	**REGULAR SESSION | 2024-03-15**
Total Indexed Docket Items	**26 agenda items**

3. INDEXED AGENDA DOCKET & LEGISLATIVE ACTIONS

ITEM NUMBER & DOCKET TITLE	CATEGORY / FISCAL NOTE	ACTION / VOTE
1: Motion to approve the investment policy as is made by	FINANCE	PASSED (6-0)
1: Monthly maintenance: January 2024 * Bacterial Samples	OPERATIONS	OPERATIONS
1: Debra Lanehart presented the Cash Balance Reports wit	FINANCE	PASSED (6-0)
1: Write offs of delinquent account: None	FINANCE	FINANCE
1: The drainage issue at Ridgewood: Baker & Lawson Engin	OPERATIONS	OPERATIONS
2: The rodent issue at the maintenance barn has been add	OPERATIONS	OPERATIONS
2: Director Weeks made the motion to move the location o	OPERATIONS	PASSED (6-0)
2: Director Weeks is continuing to research automatic st	GENERAL	GENERAL
3: Water line replacement (Bond) Pecan Valley: Prelimina	FINANCE	PASSED (6-0)
3: The Utility District received confirmation the Emerge	GENERAL	PASSED (6-0)
3: The City of West Columbia has proposed another six (6	OPERATIONS	PASSED (6-0)
4: Debra Lanehart presented the list of checks prepared	FINANCE	PASSED (6-0)
4: Director Barker made the motion to approve the minute	MINUTES	PASSED (6-0)
4: Improvements to infrastructure: Multiple estimates co	OPERATIONS	PASSED (6-0)
4: Director Stubbs made the motion to have Baker & Lawso	GENERAL	GENERAL
5: Baker & Lawson reported to the Board the updated repl	INFRASTRUCTURE	PASSED (6-0)
6: Tax collection reports for January 2024 was presented	FINANCE	PASSED (6-0)
A: Public comments: None	PUBLIC_HEARING	PUBLIC_HEARING
B: OPERATOR'S REPORT CONT. * Closed flood gates 1/24/24	OPERATIONS	OPERATIONS

B: OPERATOR'S REPORT	**OPERATIONS**	**OPERATIONS**
B: SECURITY REPORT: Motion to authorize the purchase of	**GENERAL**	**PASSED (6-0)**
D: SEWER AND WATER BILLING AND COLLECTION REPORTS * Bill	**FINANCE**	**FINANCE**
E: ENGINEER'S REPORT.	**INFRASTRUCTURE**	**INFRASTRUCTURE**
F: LEGAL/FINANCIAL:	**FINANCE**	**FINANCE**
G: ADMINISTRATORS REPORT	**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: Motion to approve the investment policy as is made by Director Sassin, seconded by Director Stubbs and the vote was unanimous approval. Motion to set up an account with Edward Jones in Angleton made by Director Sassin, seconded by Director Stubbs and the [Vote: PASSED (6 Yes, 0 No)] -- Motion to approve the investment policy as is made by Director Sassin, seconded by Director Stubbs and the vote was unanimous approval. Motion to set up an account with Edward Jones in Angleton made by Director Sassin, seconded by Director

Item 1: Monthly maintenance: January 2024 * Bacterial Samples Good * Mowed pump stations, levee, North Ditch, and right-of-way to City * Moved parts etc. to maintenance barn. * Prepare for freeze: wrap pipes, turn on heat lamps and heaters. * Repaired meter leak -- Monthly maintenance: January 2024 * Bacterial Samples Good * Mowed pump stations, levee, North Ditch, and right-of-way to City * Moved parts etc. to maintenance barn. * Prepare for freeze: wrap pipes, turn on heat lamps and heaters. * Repai

Item 1: Debra Lanehart 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 January 2024. Motion to accept the report made by Director Sassin, seconded by Dire [Vote: PASSED (6 Yes, 0 No)] -- Debra Lanehart 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 January 2024. Motion to accept the report made by Director Sassin, s

Item 1: Write offs of delinquent account: None -- Write offs of delinquent account: None

Item 1: The drainage issue at Ridgewood: Baker & Lawson Engineering recommended that the portion of the levee that was added during the West Levee Project was incorrectly done and needs to be removed. Ryder & Co. will remove that portion of the Levee that was add -- The drainage issue at Ridgewood: Baker & Lawson Engineering recommended that the portion of the levee that was added during the West Levee Project was incorrectly done and needs to be removed. Ryder & Co. will remove that portion of the Lev

Item 2: The rodent issue at the maintenance barn has been addressed by the Columbia Lakes HOA. The initial remediation has been estimated at $620.00. This includes the monitoring of traps and removal. There is monthly monitoring/treatment with Killum Pest Control -- The rodent issue at the maintenance barn has been addressed by the Columbia Lakes HOA. The initial remediation has been estimated at $620.00. This includes the monitoring of traps and removal. There is monthly monitoring/treatment with Kill

Item 2: Director Weeks made the motion to move the location of the monthly meetings to the CLHOA meeting room located in the Maintenance Shop on Edgewater Drive. The motion was seconded by Director Stubbs and the vote was full approval. [Vote: PASSED (6 Yes, 0 No)] -- Director Weeks made the motion to move the location of the monthly meetings to the CLHOA meeting room located in the Maintenance Shop on Edgewater Drive. The motion was seconded by Director Stubbs and the vote was full approval.

Item 2: Director Weeks is continuing to research automatic start/stop with wifi capability to use cell phone control. -- Director Weeks is continuing to research automatic start/stop with wifi capability to use cell phone control.

Item 3: Water line replacement (Bond) Pecan Valley: Preliminary cost estimate for the replacement of 160LF of 6" waterline on Pecan Valley was $128,182.00 which included the boring of new parallel line and capping of old line. Motion to go out for bids for 6" wat [Vote: PASSED (6 Yes, 0 No)] -- Water line replacement (Bond) Pecan Valley: Preliminary cost estimate for the replacement of 160LF of 6" waterline on Pecan Valley was $128,182.00 which included the boring of new parallel line and capping of old line. Motion to go out for

Item 3: The Utility District received confirmation the Emergency Action Plan had been approved. [Vote: PASSED (6 Yes, 0 No)] -- The Utility District received confirmation the Emergency Action Plan had been approved.

Item 3: The City of West Columbia has proposed another six (6) month extension of the current contract for sewer treatment. The motion was made by Director Sassin to approve the extension of six months on the City Sewer Treatment contract. The motion was seconded [Vote: PASSED (6 Yes, 0 No)] -- The City of West Columbia has proposed another six (6) month extension of the current contract for sewer treatment. The motion was made by Director Sassin to approve the extension of six months on the City Sewer Treatment contract. The moti

Item 4: Debra Lanehart presented the list of checks prepared for the January 2024 invoices. The checks include twenty-nine (29) totaling $136,671.23 from the Operating fund. Motion to pay the bills made by Director Sassin, seconded by Director Weeks and the vote [Vote: PASSED (6 Yes, 0 No)] -- Debra Lanehart presented the list of checks prepared for the January 2024 invoices. The checks include twenty-nine (29) totaling $136,671.23 from the Operating fund. Motion to pay the bills made by Director Sassin, seconded by Director Week

Item 4: Director Barker made the motion to approve the minutes from the January 2024, regular meeting as presented. The motion was seconded by Director Weeks and the vote was unanimous approval. Director Sassin made the motion to approve the minutes from the Janu [Vote: PASSED (6 Yes, 0 No)] -- Director Barker made the motion to approve the minutes from the January 2024, regular meeting as presented. The motion was seconded by Director Weeks and the vote was unanimous approval. Director Sassin made the motion to approve the minute

Item 4: Improvements to infrastructure: Multiple estimates coming in to automate the Caterpillar Engines, Jetting machine cost estimates at next meeting. Director Sassin made the motion to accept the Operator's Report. The motion was seconded by Director Stubbs a [Vote: PASSED (6 Yes, 0 No)] -- Improvements to infrastructure: Multiple estimates coming in to automate the Caterpillar Engines, Jetting machine cost estimates at next meeting. Director Sassin made the motion to accept the Operator's Report. The motion was seconded by Di

Item 4: Director Stubbs made the motion to have Baker & Lawson give the Board a cost estimate for laying a parallel line with the existing line that could be tied in easily when needed. The motion was seconded by Director Weeks and the vote was unanimous. -- Director Stubbs made the motion to have Baker & Lawson give the Board a cost estimate for laying a parallel line with the existing line that could be tied in easily when needed. The motion was seconded by Director Weeks and the vote was una

Item 5: Baker & Lawson reported to the Board the updated replacement costs of the major infrastructure assets of the District. Director Weeks made the motion to accept the Engineer's report. The motion was seconded by Director Sassin and the vote was unanimous ap [Vote: PASSED (6 Yes, 0 No)] -- Baker & Lawson reported to the Board the updated replacement costs of the major infrastructure assets of the District. Director Weeks made the motion to accept the Engineer's report. The motion was seconded by Director Sassin and the vote w

Item 6: Tax collection reports for January 2024 was presented. Motion to accept the Tax Collection report made By Director Sassin, seconded by Director Weeks and the vote was unanimous approval. [Vote: PASSED (6 Yes, 0 No)] -- Tax collection reports for January 2024 was presented. Motion to accept the Tax Collection report made By Director Sassin, seconded by Director Weeks and the vote was unanimous approval.

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

Item B: OPERATOR'S REPORT CONT. * Closed flood gates 1/24/24 and pumped water down. The flood gates were opened on 1/30/24. -- OPERATOR'S REPORT CONT. * Closed flood gates 1/24/24 and pumped water down. The flood gates were opened on 1/30/24.

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

Item B: SECURITY REPORT: Motion to authorize the purchase of game cameras not to exceed $1,000.00 made by Director Sassin. The motion was seconded by Director Weeks and the vote was unanimous approval. [Vote: PASSED (6 Yes, 0 No)] -- SECURITY REPORT: Motion to authorize the purchase of game cameras not to exceed $1,000.00 made by Director Sassin. The motion was seconded by Director Weeks and the vote was unanimous approval.

Item D: SEWER AND WATER BILLING AND COLLECTION REPORTS * Billing for the month of January 2024 Read dates: 12/1-12/31/23. Pumped: 5,942,000 Consumption 5,318,600 Accountability: 89.51% Water and Sewer Billing: $$55,108.47 # Meters billed: Residential:1, -- SEWER AND WATER BILLING AND COLLECTION REPORTS * Billing for the month of January 2024 Read dates: 12/1-12/31/23. Pumped: 5,942,000 Consumption 5,318,600 Accountability: 89.51% Water and Sewer Billing: $$55,108.47 # Meters billed:

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

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

Item G: ADMINISTRATORS REPORT -- ADMINISTRATORS REPORT

Item H: There being no other business to come before the Board, Director Sassin made a motion to adjourn at 11:47am. Director Weeks 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 11:47am. Director Weeks 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 2024-03-15, 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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