

MINUTES OF
SPECIAL MEETING
VARNER CREEK UTILITY DISTRICT
June 25, 2024

STATE OF TEXAS :

COUNTY OF BRAZORIA :

The Board of Directors of Varner Creek Utility District of Brazoria County, Texas convened in Special session on Tuesday, June 25, 2024, in the CLHOA meeting room at 128 Edgewater Drive (Maintenance Barn), Columbia Lakes, West Columbia, Texas 77486, inside the boundaries of the district.

to-wit:

Keith Barker	President
Randall Weeks	Vice-President
Becky Carroll	Secretary
Allan Sassin	Treasurer/Investments
Jim Stubbs	Director

Also, present were the following: Micheal Bendit, 1st Capital Business Services, LLC; Morris Ryder of Ryder Company; Mr. Liska from Baker Lawson, and Mark Hopkins (public) All Directors were present; thus, constituting a quorum.

Minutes are presented in order of the stated agenda even though actual order of topics may be discussed out of agenda order.

A. Public comments: None

B. Operator Report

1. Bacterial Samples were completed and were deemed safe. Levee inspection completed pre-storm and was performing as intended. Flood gates were opened on 6/19 in anticipation of large rainfall event. Mr. Ryder recommends adding a backup portable generator @ the East pump station.

A motion was made by Allan Sassin to approve electric repairs and upgrades necessary to install a backup generator at the East pump Station for \$3,500.00 labor and materials and was seconded by Becky Carroll- vote unanimous 5-0.

A motion was made by Allan Sassin to accept the Operators Report and was seconded by Randall Weeks – vote unanimous 5-0.

C. Security Report

Discussion was held regarding trespassing by CL residents in UTV/ATV's on District

property- Send letter to resident if trespassing – Resident caught on camera at Crappie Pond- Mr. Ryder may have Cart #.

A motion was made by Jim Stubbs and was seconded by Allan Sassin to accept the Security report and the vote was unanimous 5-0.

D. Engineers Report – Mr. Liska of Baker Lawson presenting.

1. Project is progressing – approximately 1/3 complete data entry- *No vote taken.*
2. Water lines (Valle Verde Cul de sac)- Plans are completed, sent to 3 contractors per District policy with July 12, 2024 Deadline for submissions. *No action at this time*
3. 12” water line @ water plant has 3 options – engineer recommends installing 2nd line to not disrupt service while leaving existing in place and will bring plans. *No vote taken*

A motion was made by Becky Carroll to approve the engineers report and was seconded by Jim Stubbs- the vote was unanimous 5-0.

E. Legal/Financial Advisors

1. No action was taken regarding resignation of Randall Weeks or appointments
2. *The motion was made by Becky Carroll to recognize the retirement of Debra Lanehart and to name Micheal Bendit (corrected spelling of first name from agenda) as the Varner Creek Utility District Administrator and was seconded by Jim Stubbs and the vote was unanimous 5-0.*
3. *The motion was made by Becky Carroll to add Micheal Bendit (corrected spelling of first name from agenda) as signatory authority to the Prosperity Bank signature cards and was seconded by Randall Weeks and the vote was unanimous 5-0.*
4. *No action was taken.*
5. *No action was taken.*
6. *No action was taken.*
7. *A motion was made by Allan Sassin and seconded by Jim Stubbs to set a workshop for tax rate approval on 8/8/24 at 10 am at 1st Capital Business Services’ office in West Columbia and the vote was unanimous 5-0.*
8. *No action was taken.*
9. *The motion was made by Becky Carroll and seconded by Randall Weeks to accept and approve the 2024 Interlocal Agreement between the District and Brazoria County Tax assessor and the vote was unanimously approved 5-0.*

F. Administrators Report

1. *Allan Sassin made a motion to accept the cash balance report and was seconded by Becky Carroll and the vote was unanimously approved 5-0.*
2. *Allan Sassin made a motion to accept the Budget income statement report and was seconded by Becky Carroll and the vote was unanimously approved 5-0. Approval given to cancel duplicate check to AWB.*
3. *Jim Stubbs made a motion to accept minutes of previous meeting as amended and was seconded by Randall Weeks and the vote was unanimously approved 5-0.*
4. *Allan Sassin made a motion to approve the Tax Assessor report for May 2024 and was seconded by Becky Carroll and the vote was unanimously approved 5-0.*

G. There being no other business to come before the Board, *Keith Barker made a motion to adjourn at 12:00PM and Allan Sassin seconded the motion and the vote was unanimous 5-0.*

Micheal Bendit
District Administrator

(SEAL)