

MINUTES OF
REGULAR MEETING
VARNER CREEK UTILITY DISTRICT
May 21, 2025

STATE OF TEXAS :

COUNTY OF BRAZORIA :

The Board of Directors of Varner Creek Utility District of Brazoria County, Texas convened in regular session on Wednesday, May 21, 2025, at 1st Capital Business Services office at 310 E Brazos Ave, West Columbia, 77486, outside the boundaries of the district.
to-wit:

Keith Barker	President
Becky Carroll	Vice-President
Jim Stubbs	Treasurer
Jody Tielke	Secretary
Mark Hopkins	Director

Also, present were the following: Micheal Bendit, 1st Capital Business Services, LLC; Morris Ryder, Ryder & Co LLC; Randy Liska, Baker & Lawson Engineering; Clark Lord of Bracewell Attys. All Directors were present, thus constituting a quorum. Amy Neal, Randall Weeks, and Elliot Laporte comprised public attendance. The meeting was called to order at 9:29 AM

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: Mr. Weeks inquired about future bond projects.

B. OPERATOR'S and SECURITY REPORT

1. *Operator's Monthly report*
 - Bacterial samples taken – all samples good.
 - Levy Inspection – no issues with levy
 - Varner Creek cleanup completed
 - Valle Varde cul de sac to be started in June/July

Mark Hopkins made the motion to accept the Operators Report and was seconded by Jody Tielke. The vote passed unanimously 5-0.

C. Engineer's Report

1. Update only- Public bidding for 12" water line to open June 10, 2025

2. Engineer and Operator recommended adding \$7,625.00 in upgrades to planned upgrades to plant control system (Electronic Dual Chlorine Bottle Scale) - *A motion was made by Jim Stubbs to approve Neil Technical Services to add \$7,625 for Electronic Dual Chlorine Bottle Scale to plant control upgrade project and was seconded by Jody Tielke and the vote was unanimously passed.*
3. Update only and further discussion regarding planning for 2028 Bond projects.
4. Update only for future developments in CL
5. N/A

Becky Carroll motioned to accept the overall Engineer's report and Mark Hopkins seconded the motion. The vote passed unanimously 5-0.

D. Sewer and water billing and collection reports

1. *A motion was made by Jody Tielke and seconded by Becky Carroll to approve the cut-off date of 05/28/25 and the overall Sewer and Water billing report and the vote passed unanimously 5-0.*
2. N/A

E. LEGAL/FINANCIAL:

1. VCUD Attorney Clark Lord updated the board on pending and newly passed legislation regarding Public Water Systems.
2. Waste Water treatment Contract- *Becky Carroll motioned to approve new wastewater treatment contract with City of West Columbia and was seconded by Jody Tielke and the vote passed unanimously 5-0.*
3. Water plant system controls upgrade- discussion only

G. ADMINISTRATORS REPORT

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 April 2025. *Motion to accept the report made by Becky Carroll, seconded by Jody Tielke and the vote was unanimously approved 5-0.*
2. Budget Report/Income Statement: *Motion to accept the P&L and Budget was made by Mark Hopkins and seconded by Jody Tielke. The vote was unanimously approved 5-0.*
3. Micheal Bendit presented the list of checks prepared for the May 2025 invoices. *The checks total \$160,368.15 from the Operating fund and \$10,143.00 from Capital Projects Fund. Motion to pay the bills made by James Stubbs, seconded by Mark Hopkins and the vote was unanimously approved 5-0.*
4. *A motion was made by Jody Tielke and seconded by Becky Carroll to approve Meeting minutes from 04/16/2025. The vote passed unanimously 5-0.*
5. *A motion was made by Jody Tielke and seconded by Becky Carroll to approve tax assessor report for April 2025. The vote passed unanimously 5-0.*
6. 2024 CCR REPORT- *Mark Hopkins made a motion to approve the 2024 CCR Report and to set the public hearing date for questions about the CCR report to 6/18/2025 and was seconded by Jody Tielke and the vote passed unanimously.*

H. There being no other business to come before the Board, Keith Barker made a motion to adjourn at 11:34 AM. James Stubbs seconded the motion and the vote was unanimous 5-0.

Micheal Bendit
District Administrator

(SEAL)