MINUTES OF
REGULAR MEETING
VARNER CREEK UTILITY DISTRICT
August 20, 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, August 20, 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
Amy Neal	Treasurer
Jim Stubbs	Vice President
Jody Tielke	Secretary
Mark Hopkins	Director

Also, present were the following: Micheal Bendit, 1st Capital Business Services, LLC; Ben Ryder, Ryder & Co LLC; Randy Liska, Baker & Lawson Engineering. All Directors were present, thus constituting a quorum. The meeting was called to order at 9:30 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: None

B. OPERATOR'S and SECURITY REPORT

1. **Operator's Monthly report (see overall report)**

- Bacterial samples taken – all samples good.
- Levy Inspection- mowing levee
- Replaced Manhole cover mortar

2. Scheduled for September completion
3. N/A

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

C. Engineer's Report

1. **12" water line replacement project**- Randy Liska of Baker and Lawson engineers updated the board that Texas Underground Utilities had vacated their bid the board previously approved and recommended accepting the 2nd bidder (Matula and Matula @ $197,383.90. *After discussion, Jim Stubbs made the motion to vacate the accepted*

bid from Texas Underground Utilities and award the bid to the next low bidder Matula & Matula at a cost of $197,383.90 and was seconded by Amy Neal. The vote passed unanimously 5-0.

2. Update only and further discussion regarding planning for 2028 Bond projects.
3. NA

Amy Neal 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 Amy Neal to approve the cut-off date of 08/25/25 and the vote passed unanimously 5-0.*
2. *NA*
3. *A motion was made by Amy Neal and seconded by Mark Hopkins to approve the overall July Sewer and water billing collection reports and the vote passed unanimously 5-0.*

E. LEGAL/FINANCIAL:

1. N/A
2. **1st Capital Water Billing rate order increase**- *After Discussion*, *Jim Stubbs motioned to approve the increase in rates from 1st Capital Business Services from $4.36 per home to $4.60 for water and sewer billing contract and to update contract to reflect the increase and was seconded by Amy Neal and the vote passed unanimously 5-0.*
3. **2025 Tax Rate-** *After discussion and review Jim Stubbs made the motion to propose a combined tax rate of $0.36400 / $100 of taxable property ($0.094986 Maintenance and Operations + $0.269014 Debt Service) and was seconded by Mark Hopkins and the vote passed unanimously 5-0.*
4. **2025 Tax Rate Public Hearing-** *After discussion, Amy Neal made the motion to set the date of 9/17/2025 for the Public Hearing for the proposed tax rate for 2025 and was seconded by Jody Tielke and the vote passed unanimously 5-0.*
5. **FY 2025 Budget revisions –** *After review of YTD incomes and expenses, Jody Tielke made a motion to accept the revisions to the profit/loss operating budget and was seconded by Amy Neal and the vote passed unanimously 5-0. (see attached revisions to PL Budget line items)*
6. **NA**

F. 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 July 2025. *Motion to accept the report made by Jody Tielke, seconded by Mark Hopkins and the vote was unanimously approved 5-0.*
2. Budget Report/Income Statement: *Motion to accept the P&L Budget was made by Jim Stubbs and seconded by Mark Hopkins. The vote was unanimously approved 5-0.*
3. Micheal Bendit presented the list of checks prepared for the August 2025 invoices. *The*

checks total $120,442.13 from the Operating fund. Motion to pay the bills made by Amy Neal, seconded by Jim Stubbs and the vote was unanimously approved 5-0.

4. *A motion was made by Amy Neal and seconded by Mark Hopkins to approve Meeting minutes from July 2025 and the vote passed unanimously 5-0.*
5. *A motion was made by Jody Tielke and seconded by Amy Neal to approve tax assessor report for July 2025. The vote passed unanimously 5-0.*

H. There being no other business to come before the Board, Keith Barker made a motion to adjourn at 11:37 AM. Mark Hopkins seconded the motion and the vote was unanimous 5-0.

Micheal Bendit
District Administrator

(SEAL)