

MINUTES
SPECIAL MEETING
VARNER CREEK UTILITY DISTRICT
December 14, 2022

STATE OF TEXAS :

COUNTY OF BRAZORIA :

The Board of Directors of Varner Creek Utility District of Brazoria County, Texas convened in Special session on Wednesday, December 14, 2022, in the office of the Administrator, 310 E Brazos Avenue, West Columbia, Texas 77486, outside the boundaries of the district.to-wit:

Allan Sassin	President
Keith Barker	Vice-President
Becky Carroll	Secretary/Treasurer/Financial Director
Randall Weeks	Asst. Secretary/Treasurer
Ray Sauer	Director

Also, present were the following: Debra Lanehart, 1st Capital Business Services, LLC

All members 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. Allan Sassin presented the changes to the Operator’s contract for the utility equipment and labor. Contract for Water Billing with 1st Capital Business Services, LLC will not change for 2023. The Contract for Administrative services increase from \$38,000 to \$40,000 for 2023.

B. Director Barker and Director Weeks presented a report on the Maintenance Building. Morris Ryder would need a dividing wall to separate and secure the District equipment.

Motion to approve Letter of Intent to lease roughly half of the Maintenance Shop made by Director Carroll, seconded by Director Weeks and the vote was unanimous.

C. Director Sassin presented the proposed 2023 budget worksheet. The worksheet reflects the increases in Maintenance and Operations tax collections due to increased property values and increases in the purchased sewer service to the City of West Columbia and the service contract changes noted above.

I. ADJOURN: There being no other business to come before the Board, Director Sassin made a motion to adjourn at 11:07am. Director Barker seconded the motion and the vote was unanimous.

Debra Lanehart
District Administrator

(SEAL)