

MINUTES OF
REGULAR MEETING
VARNER CREEK UTILITY DISTRICT
December 18, 2024

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, December 18, 2024, 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	Secretary
Jody Tielke	Director
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; Ray Sauer, resident; Elliot Laporte, Resident. Five 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 REPORT

- Bacterial samples taken – all samples good.
- Levy Inspection – no issues with levy
- Performed maintenance on equipment and vcud facilities
- River Valley cul-de-sac project- Ryder and Co presented a bid of \$23,400.00
After Discussion, Jim Stubbs made a motion to accept the bid from Ryder and Company for the River Valley Cul de sac line replacement for \$23,400.00 and was seconded by Becky Carroll and the motion passed 5-0.
- No update on cleanup of Varner Creek
Mark Hopkins made the motion to accept the Operators Report and was seconded by Jim Stubbs. The vote passed unanimously 5-0.

C. Security Report- NA

D. Sewer and water billing and collection reports

1. *A motion was made by Becky Carroll and seconded by Jody Tielke to approve the cut-off date of 12/23/24 and the vote passed unanimously 5-0.*
2. *A motion was made by Becky Carroll and was seconded by Jody Tielke to accept the overall water and sewer collection report and the vote passed unanimously 5-0.*

E. Engineer's Report

1. Pecan Valley project – Due to weather and holidays, contractor will begin project in January.
2. 12” water line at water plant- B&L working on revised bid package NO action taken.
3. No other engineering issues to report

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

F. LEGAL/FINANCIAL:

1. Waste Disposal Contract with CLHOA- update (CLHOA voted to transfer Waste Connections contract to VCUD).
2. *No vote or action taken* – Mark Hopkins to begin affidavit regarding abandoned Texas Eastman Pipeline easement.
3. Mr. Barker updated board on status of the Solid Waste Collections contract to be transferred to VCUD by CLHOA – *a motion was made by Mark Hopkins to single source the contract renewal and enter negotiations with Waste Connections and was seconded by Becky Carroll and the motion passed unanimously 5-0.*

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 November 2024. *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, made by Mark Hopkins and seconded by Jim Stubbs. The vote was unanimous approval 5-0.*
3. After Review and Discussion of the FY 2025 Budget, *Becky Carroll made the motion and was seconded by Jim Stubbs to Approve the 2025 Budget @ \$1.74 million in projected incomes and expenses and was unanimously approved 5-0.*
4. Micheal Bendit presented the list of checks prepared for the December 2024 invoices. *The checks total \$132,223.29 from the Operating fund. Motion to pay the bills made by Becky Carroll, seconded by Jim Stubbs and the vote was unanimous approval 5-0.*
5. *A motion was made by Mark Hopkins and seconded by Jody Tielke to approve Meeting minutes from 11/20/2024. The vote passed unanimously 5-0.*

6. *A motion was made by Becky Carroll and seconded by Jim Stubbs to approve the Special Meeting minutes from 12/12/24. The vote passed unanimously 5-0.*
7. *A motion was made by Jody Tielke and seconded by Mark Hopkins to approve tax assessor report for November 2024. The vote passed unanimously 5-0.*

Reorganization of Board

1. *Jim Stubbs made the motion to reorganize the board as follows:*

Keith Barker – President

Becky Carroll – VP

Jody Tielke – Secretary

James Stubbs – Treasurer

Mark Hopkins – Investment Officer

The motion was seconded by Mark Hopkins and the vote passed unanimously 5-0.

Mark Hopkins made a motion to add Jody Tielke to bank Signature card at Prosperity

Bank for all accounts and was seconded by Becky Carroll and 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 11:29 AM. Jim Stubbs seconded the motion and the vote was unanimous 5-0.

Micheal Bendit
District Administrator

(SEAL)