

MINUTES OF
REGULAR MEETING
VARNER CREEK UTILITY DISTRICT
January 15, 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, January 15, 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 (Absent)
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; Four Directors were present, thus constituting a quorum. The meeting was called to order at 9:31 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

1.
 - Bacterial samples taken – all samples good.
 - Levy Inspection – no issues with levy
 - Leaks at Ridgewood, N Amherst
 - Prep for Freeze incoming
 - G&S Wells inspected wells- all wells in working order
2. No update on Valle Verde or River Valley- will start jobs after weather improves
3. Operator (Ryder) continued discussions and site visits with WBCDD#11 rep and contractor
4. 100 ft drainage culvert between Olympia Dr and Townhouse lagoon- *A motion was made by Jim Stubbs and seconded by Mark Hopkins to accept the bid from Ryder and Company of \$24,500, to be paid from M&O, and the vote was unanimous 4-0.*

Jim Stubbs made the motion to accept the Operators Report and was seconded by Mark Hopkins. The vote passed unanimously 4-0.

C. Security Report- NA

D. Sewer and water billing and collection reports

1. *A motion was made by Jim Stubbs and seconded by Mark Hopkins to approve the cut-off date of 01/27/25 and the overall Sewer and Water billing report and the vote passed unanimously 4-0.*

E. Engineer's Report

1. Pecan Valley project – Due to weather, contractor will begin project in January. Further discussion on issues with hydrants and tie-ins.
2. 12” water line at water plant- Bid Package complete and board was presented an initial cost estimate. *Jim Stubbs motioned to proceed to public bidding phase and for Baker Lawson to begin accepting bids for the project to be completed in 2025 and was seconded by Jody Tielke and the vote passed unanimously 4-0.*
3. No other engineering issues to report- board updated on engineering requests from developers regarding expanding the Townhouses to include a new development at the “old driving range”

Mark Hopkins motioned to accept the overall Engineer's report and Jody Tielke seconded the motion. The vote passed unanimously 4-0.

F. LEGAL/FINANCIAL:

1. Waste Disposal Contract with Waste Connections- contract in review with legal.
2. Sewer Contract with City of West Columbia- Attorney drafted letter regarding contract to city and will be ready week of 1/15/25.
3. *No vote or action taken* – Mark Hopkins to begin affidavit regarding abandoned Texas Eastman Pipeline easement.
4. Board discussed rate order and no action taken until attorney review and draft

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 December 2024. *Motion to accept the report made by Jim Stubbs, seconded by Jody Tielke and the vote was unanimously approved 4-0.*
2. Budget Report/Income Statement: *Motion to accept the P&L and Budget, made by Jody Tielke and seconded by Mark Hopkins. The vote was unanimous approval 4-0.*
3. Micheal Bendit presented the list of checks prepared for the January 2025 invoices. *The checks total \$114,584.75 from the Operating fund. Motion to pay the bills made by Jim Stubbs, seconded by Jody Tielke and the vote was unanimous approval 4-0.*
4. *A motion was made by Jody Tielke and seconded by Mark Hopkins to approve Meeting*

minutes from 12/18/2024. The vote passed unanimously 4-0.

5. *A motion was made by Jody Tielke and seconded by Jim Stubbs to approve tax assessor report for December 2024. The vote passed unanimously 4-0.*

H. There being no other business to come before the Board, Keith Barker made a motion to adjourn at 11:39 AM. Jim Stubbs seconded the motion and the vote was unanimous 4-0.

Micheal Bendit
District Administrator

(SEAL)