

MINUTES OF
REGULAR MEETING
VARNER CREEK UTILITY DISTRICT
June 18, 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, June 18, 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. All Directors were present, thus constituting a quorum. Amy Neal, Ray Sauer, and Elliot Laporte comprised public attendance. 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 for 2025 CCR Report: Directors allowed for public comments on the 2024 CCR report and no public comments were made.

B. OPERATOR'S and SECURITY REPORT

1. Operator's Monthly report

- Bacterial samples taken – all samples good.
 - Levy Inspection- annual spraying for weeds on levee in June
 - Repaired 12 storm drains
 - Prepared for TCEQ inspections
 - Installed new meter on Well #2
2. Valle Verde pushed to July
3. No security issues to report

Becky Carroll 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

presented the board the results of the public bidding that opened 6/12/25 with multiple bids being received and recommended accepting the low bid of **\$166,163.85** from Texas Underground Utilities. *After discussion, Becky Carroll made a motion to accept the engineer's recommendation to award the contract to Texas Underground Utilities in the amount of \$166,163.85 and was seconded by Mark Hopkins. The vote passed unanimously 5-0.*

2. Update only for Neill Technical services and upgrades in progress
3. Update only and further discussion regarding planning for 2028 Bond projects.

Jody Tielke 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 06/25/25 and the overall Sewer and Water billing report and the vote passed unanimously 5-0.*
2. *N/A*

E. LEGAL/FINANCIAL:

1. *N/A*
2. *After discussion, Mark Hopkins motioned for the District to donate \$3,000.00 to the HOA for the 2025 Annual CL community fireworks show and was seconded by Jody Tielke and the vote passed unanimously 5-0.*
3. *Jim Stubbs presented his review and recommendations from the updated and revised Water District Directors Handbook.*

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 May 2025. Motion to accept the report made by Mark Hopkins, 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 Becky Carroll and seconded by Mark Hopkins. The vote was unanimously approved 5-0.*
3. *Micheal Bendit presented the list of checks prepared for the June 2025 invoices. The checks total \$135,599.56 from the Operating fund and \$2,389.25 from Debt Service Fund. Motion to pay the bills made by Jody Tielke, seconded by Becky Carroll and the vote was unanimously approved 5-0.*
4. *A motion was made by Jim Stubbs and seconded by Becky Carroll to approve Meeting minutes from 03/27/2024 - The vote passed unanimously 5-0. Jody Tielke made a motion to accept the minutes form 5/21/2025 and was seconded by Becky Carroll and the vote passed unanimously 5-0.*
5. *A motion was made by Becky Carroll and seconded by Jody Tielke to approve tax assessor report for May 2025. The vote passed unanimously 5-0.*

F. Appointment of new director and resignation of Becky Carroll-

1. The board recognized the resignation of Becky Carroll with a motion from Jody Tielke and the motion was seconded by Mark Hopkins and the vote passed 4-0.
2. Keith Barker made a motion to appoint Amy Neal, of Columbia Lakes, to fill the remainder of the term vacated by the resignation of Becky Carroll and was seconded by Jim Stubbs and the vote passed unanimously 4-0.

H. There being no other business to come before the Board, Jim Stubbs made a motion to adjourn at 11:27 AM. Jody Tielke seconded the motion and the vote was unanimous 5-0.

Micheal Bendit
District Administrator

(SEAL)