

MINUTES OF  
SPECIAL MEETING  
VARNER CREEK UTILITY DISTRICT  
August 10, 2023

STATE OF TEXAS :

COUNTY OF BRAZORIA :

The Board of Directors of Varner Creek Utility District of Brazoria County, Texas convened in special session on Thursday, August 10, 2023, in the office of the Administrator, at 310 E Brazos Avenue, West Columbia, Texas 77486, inside 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, 1<sup>st</sup> Capital Business Services

All members were present, except Director Carroll, 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.**

1. Tax rate for 2023: Kirsten Bulanek is preparing the 2023 Developed Water District Voter Approval Tax Rate Worksheet.
2. The tax hearing date, time and location of the hearing will be scheduled August 16, 2023.
3. The budget performance through July 2023 was presented for review. Director Sassin presented the worksheet with the following revisions:
  - a. Increase Maintenance and Operating Tax income from \$265,000 to \$314,000.
  - b. Decrease Penalty and Interest from \$20,000 to \$15,000.
  - c. Increase Tap Connection fees from \$30,000 to \$50,000.
  - d. Increase Interest on Temp Investment from \$8,000 to \$38,000
  - e. Increase Director fee from \$8,000 to \$10,400.
  - f. Increase Standby billing expense from \$0.00 to \$500.
  - g. Increase Service Account Collections from \$49,000 to \$50,000.
  - h. Increase M&R Labor from \$280,000 to \$300,000.

3. Budget revision continued.
  - i. Increase M&R Tap & Inspection fees from \$22,000 to \$40,000.
  - j. Increase M&R Materials from \$60,000 to \$40,000.
  - k. Increase M&R Special Projects from \$176,130 to \$211,620.
  - l. Decrease M&R Other from \$40,000 to \$20,000.
  - m. Decrease Street Sweeping from \$6,000 to \$4,000.
  - n. Decrease Other Expense from \$3,000 to \$1,500.
4. The changes in the legislation for the per diem rate and annual total value for MUD directors performing the duties of a director has increased to \$221.00/day with the maximum for the year capped at \$7,200/year.

There being no other business to come before the Board, Director Sassin made a motion to adjourn at 11:05am. Director Sauer seconded the motion and the vote was unanimous.

Debra Lanehart  
District Administrator

(SEAL)