

MINUTES OF
REGULAR MEETING
VARNER CREEK UTILITY DISTRICT
November 19, 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, November 19, 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
Amy Neal	Treasurer
Jim Stubbs	Vice President
Jody Tielke	Secretary
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, Elliot Laporte; Resident. All Directors were present, thus constituting a quorum. The meeting was called to order at 9:32 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 and SECURITY REPORT

1. Operator's Monthly report (see overall report)

- Bacterial samples taken – all samples good.
- Levy Inspection- mowing levee
- Mowing and clearing of CR 25- fencing removal and lagoon cleanup - continued
- Repaired leaks in non VCUD levy- (100ft) using plastic bulkhead approved at September meeting.
- Fence at Maintenance Building- *After discussion and review of bids for "Leasehold Improvements" (Fence at Maintenance Building) Jim Stubbs made a motion to approve "Leasehold Improvements" not to exceed \$20k for construction of fence and was seconded by Amy Neal and the vote passed unanimously 4-0.*

Amy Neal made the motion to accept the Operators Report and was seconded by Jody Tielke. The vote passed unanimously 4-0.

C. Engineer's Report

1. **12" water line replacement project-** *Jim Stubbs made a motion to revise routing of 12" water line to utilize pipeline easement per Engineer's Recommendation and was seconded by Amy Neal and the vote passed unanimously 4-0.*
2. Update only and further discussion regarding planning for 2028 Bond projects.
3. NA

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

D. Sewer and water billing and collection reports

1. *A motion was made by Mark Hopkins and seconded by Amy Neal to approve the cut-off date of 11/24/25 and the vote passed unanimously 4-0.*
2. NA
3. *A motion was made by Mark Hopkins and seconded by Amy Neal to approve the overall July Sewer and water billing collection reports and the vote passed unanimously 4-0.*

E. LEGAL/FINANCIAL:

1. N/A
2. Land Purchase- *After discussion, Jim Stubbs made a motion to purchase "approximately 4.9696 acres of real property, property ID:594958-A0133 Martin Varner Tract 1G3L, located at 180 Freeman Blvd from Enero Lakes, LLC and to authorize Keith Barker, VCUD President, to take all steps necessary to effectuate the purchase of the property. For \$25,000.00 with \$1,000.00 as Earnest Money" and was seconded by Jody Tielke and the vote passed unanimously 4-0.*
3. ATT ACH Approval- *Amy Neal made the motion to approve the ACH of monthly contract for ATT airtime at water plant and was seconded by Jody Tielke and the vote passed unanimously 4-0.*

F. 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 October 2025. *Motion to accept the report made by Jody Tielke, seconded by Amy Neal and the vote was unanimously approved 4-0.*
2. Budget Report/Income Statement: *Motion to accept the P&L Budget was made by Amy Neal and seconded by Jody Tielke. The vote was unanimously approved 4-0.*
3. Micheal Bendit presented the list of checks prepared for the November 2025 invoices. *The checks total \$147,313.83 from the Operating fund. Motion to pay the bills made by Jim Stubbs, seconded by Amy Neal and the vote was unanimously approved 4-0.*

4. *A motion was made by Jody Tielke and seconded by Mark Hopkins to approve Meeting minutes from October 2025 and the vote passed unanimously 4-0.*
5. *A motion was made by Jim Stubbs and seconded by Jody Tielke to approve tax assessor report for October 2025. 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 11:36 AM..

Micheal Bendit
District Administrator

(SEAL)