VARNER CREEK UTILITY DISTRICT (BRAZORIA COUNTY, TX)

Varner Creek Utility District Board Meeting - 2025-06-18

REGULAR Session Agenda Docket for Varner Creek Utility District (Brazoria County, Texas)

JURISDICTION CLASSIFICATION	POPULATION SERVED	MEETING DATE
SPECIAL_DISTRICT (MUD)	Texas Taxing Unit	2025-06-18

1. OFFICIAL PUBLIC MEETING AGENDA OVERVIEW

Meeting Session Title	**Varner Creek Utility District Board Meeting - 2025-0**
Session Classification & Date	**REGULAR SESSION | 2025-06-18**
Total Indexed Docket Items	**49 agenda items**

3. INDEXED AGENDA DOCKET & LEGISLATIVE ACTIONS

ITEM NUMBER & DOCKET TITLE	CATEGORY / FISCAL NOTE	ACTION / VOTE
1: Accept Becky Caroll's pending board resignation	GENERAL	GENERAL
1: Update on 12" Water line replacement and control syst	OPERATIONS	OPERATIONS
1: Update on dormant Texas Eastman pipeline easement	GENERAL	GENERAL
1: Micheal Bendit presented the Cash Balance Reports wit	FINANCE	PASSED (6-0)
1: Update on biological tests and maintenance performed	OPERATIONS	OPERATIONS
1: 12" water line replacement project- Randy Liska of Ba	OPERATIONS	OPERATIONS
1: A motion was made by Jody Tielke and seconded by Beck	OPERATIONS	PASSED (6-0)
1: Review and approve Cash balances report on District B	FINANCE	PASSED (6-0)
1: Review status of water and sewer accounts; approve de	FINANCE	PASSED (6-0)
1: The board recognized the resignation of Becky Carroll	GENERAL	GENERAL
1: Operator's Monthly report * Bacterial samples taken -	OPERATIONS	PASSED (6-0)
2: Valle Verde pushed to July	GENERAL	GENERAL
2: Budget Report/Income Statement: Motion to accept the	FINANCE	PASSED (6-0)
2: Appoint new Director to fulfill remaining term for Be	GENERAL	GENERAL
2: Keith Barker made a motion to appoint Amy Neal, of Co	GENERAL	GENERAL
2: Update on scope/proposals for potential 2028 Bond Pro	FINANCE	FINANCE
2: Consider any outstanding balances to write off and re	FINANCE	PASSED (6-0)
2: Update only for Neill Technical services and upgrades	GENERAL	GENERAL
2: Discuss and take appropriate action on a VCUD donatio	GENERAL	PASSED (6-0)

2: Update on the Valle Verde Water Line Replacement proj	OPERATIONS	OPERATIONS
2: After discussion, Mark Hopkins motioned for the Distr	GENERAL	GENERAL
2: Review and approve Budget Report/Income Statement for	FINANCE	PASSED (6-0)
3: Update only and further discussion regarding planning	FINANCE	FINANCE
3: Update on any security issues on Levee system, pump s	OPERATIONS	OPERATIONS
3: Discuss and take appropriate action on any other Engi	INFRASTRUCTURE	PASSED (6-0)
3: Update from Jim Stubbs on his review of the Water Dis	OPERATIONS	OPERATIONS
3: Micheal Bendit presented the list of checks prepared	FINANCE	PASSED (6-0)
3: Review and approve paying of bills	FINANCE	PASSED (6-0)
3: Jim Stubbs presented his review and recommendations f	OPERATIONS	OPERATIONS
3: No security issues to report Becky Carroll made the m	OPERATIONS	OPERATIONS
4: Review and approve minutes of previous meetings	MINUTES	PASSED (6-0)
4: Discuss and take appropriate action on any legal or f	FINANCE	PASSED (6-0)
4: A motion was made by Jim Stubbs and seconded by Becky	MINUTES	PASSED (6-0)
5: A motion was made by Becky Carroll and seconded by Jo	FINANCE	PASSED (6-0)
5: Review and take appropriate action regarding the Tax	FINANCE	PASSED (6-0)
A: Public comments	PUBLIC_HEARING	PUBLIC_HEARING
A: Public comments for 2025 CCR Report: Directors allowe	PUBLIC_HEARING	PUBLIC_HEARING
B: OPERATOR'S and SECURITY REPORT	OPERATIONS	OPERATIONS
B: Operator's Report	OPERATIONS	OPERATIONS
C: Engineer's Report	INFRASTRUCTURE	INFRASTRUCTURE
C: Appointment of new Director	GENERAL	GENERAL
D: Sewer and water billing and collection reports	OPERATIONS	OPERATIONS
E: LEGAL/FINANCIAL:	FINANCE	FINANCE
E: Legal/Financial Advisors	FINANCE	FINANCE
F: Administrators Report	GENERAL	GENERAL
F: Appointment of new director and resignation of Becky	GENERAL	GENERAL
G: Adjourn VARNER CREEK UTILITY DISTRICT By:_____	GENERAL	GENERAL
G: ADMINISTRATORS REPORT	GENERAL	GENERAL
H: There being no other business to come before the Boar	GENERAL	GENERAL

4. DETAILED DOCKET ITEM SUMMARIES & ROLL-CALL OUTCOMES

Item 1: Accept Becky Caroll's pending board resignation -- Accept Becky Caroll's pending board resignation

Item 1: Update on 12" Water line replacement and control system upgrade at the water plant -- Update on 12" Water line replacement and control system upgrade at the water plant

Item 1: Update on dormant Texas Eastman pipeline easement -- Update on dormant Texas Eastman pipeline easement

Item 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 [Vote: PASSED (6 Yes, 0 No)] -- 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

Item 1: Update on biological tests and maintenance performed the past month -- Update on biological tests and maintenance performed the past month

Item 1: 12" water line replacement project- Randy Liska of Baker and Lawson engineers -- 12" water line replacement project- Randy Liska of Baker and Lawson engineers

Item 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. [Vote: PASSED (6 Yes, 0 No)] -- 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.

Item 1: Review and approve Cash balances report on District Bank accounts for May 2025 [Vote: PASSED (6 Yes, 0 No)] -- Review and approve Cash balances report on District Bank accounts for May 2025

Item 1: Review status of water and sewer accounts; approve delinquent account cut-off list and total report [Vote: PASSED (6 Yes, 0 No)] -- Review status of water and sewer accounts; approve delinquent account cut-off list and total report

Item 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. -- 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.

Item 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 [Vote: PASSED (6 Yes, 0 No)] -- 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

Item 2: Valle Verde pushed to July -- Valle Verde pushed to July

Item 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. [Vote: PASSED (6 Yes, 0 No)] -- 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.

Item 2: Appoint new Director to fulfill remaining term for Becky Caroll -- Appoint new Director to fulfill remaining term for Becky Caroll

Item 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. -- 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.

Item 2: Update on scope/proposals for potential 2028 Bond Projects -- Update on scope/proposals for potential 2028 Bond Projects

Item 2: Consider any outstanding balances to write off and recommended action on delinquent accounts [Vote: PASSED (6 Yes, 0 No)] -- Consider any outstanding balances to write off and recommended action on delinquent accounts

Item 2: Update only for Neill Technical services and upgrades in progress -- Update only for Neill Technical services and upgrades in progress

Item 2: Discuss and take appropriate action on a VCUD donation to the CL Fireworks event [Vote: PASSED (6 Yes, 0 No)] -- Discuss and take appropriate action on a VCUD donation to the CL Fireworks event

Item 2: Update on the Valle Verde Water Line Replacement project -- Update on the Valle Verde Water Line Replacement project

Item 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. -- 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.

Item 2: Review and approve Budget Report/Income Statement for May 2025 [Vote: PASSED (6 Yes, 0 No)] -- Review and approve Budget Report/Income Statement for May 2025

Item 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. -- 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.

Item 3: Update on any security issues on Levee system, pump stations and water plant -- Update on any security issues on Levee system, pump stations and water plant

Item 3: Discuss and take appropriate action on any other Engineering projects/issues for the District [Vote: PASSED (6 Yes, 0 No)] -- Discuss and take appropriate action on any other Engineering projects/issues for the District

Item 3: Update from Jim Stubbs on his review of the Water District Directors' Handbook -- Update from Jim Stubbs on his review of the Water District Directors' Handbook

Item 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 [Vote:

PASSED (6 Yes, 0 No)] -- 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 Carro

Item 3: Review and approve paying of bills [Vote: PASSED (6 Yes, 0 No)] -- Review and approve paying of bills

Item 3: Jim Stubbs presented his review and recommendations from the updated and revised Water District Directors Handbook. -- Jim Stubbs presented his review and recommendations from the updated and revised Water District Directors Handbook.

Item 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. -- 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.

Item 4: Review and approve minutes of previous meetings [Vote: PASSED (6 Yes, 0 No)] -- Review and approve minutes of previous meetings

Item 4: Discuss and take appropriate action on any legal or financial issues that may be appropriate [Vote: PASSED (6 Yes, 0 No)] -- Discuss and take appropriate action on any legal or financial issues that may be appropriate

Item 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 passe [Vote: PASSED (6 Yes, 0 No)] -- 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

Item 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. [Vote: PASSED (6 Yes, 0 No)] -- 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.

Item 5: Review and take appropriate action regarding the Tax Assessor/Collector report for May 2025 [Vote: PASSED (6 Yes, 0 No)] -- Review and take appropriate action regarding the Tax Assessor/Collector report for May 2025

TEXAS OPEN MEETINGS ACT (CHAPTER 551) RECORD CERTIFICATION

This official meeting agenda document reflects the public meeting docket for Varner Creek Utility District (Brazoria County, Texas) convened on 2025-06-18, compiled pursuant to the Texas Open Meetings Act (Texas Government Code Chapter 551).

OFFICIAL STATUTORY DATA SOURCE & UPSTREAM PORTAL REFERENCE

https://varnercreekutilitydistrict.org

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