

MINUTES  
GALVESTON COUNTY MUNICIPAL UTILITY DISTRICT NO. 68

December 19, 2023

The Board of Directors (the "Board") of Galveston County Municipal Utility District No. 68 (the "District") met in regular session, open to the public, on the 19<sup>th</sup> day of December, 2023, at Allen Boone Humphries Robinson LLP, 3200 Southwest Freeway, Houston, Texas, outside the boundaries of the District, and the roll was called of the members of the Board:

Suzanne Ross	President
Randy Trncak	Vice President
Cory Burton	Secretary
Joanne Lannin	Assistant Secretary
Bobby Rich	Assistant Vice President

and all of the above were present, thus constituting a quorum.

Also attending the meeting were Renee Butler of McLennan & Associates, L.P.; Odett Newman of Bob Leared Interests; Jason Robinett of Costello, Inc. ("Costello"); Scott Gray of Champions Hydro-Lawn, Inc.; and Heather Trachtenberg and Kathryn Easey of Allen Boone Humphries Robinson LLP ("ABHR").

PUBLIC COMMENT

There were no public comments.

APPROVE MINUTES

The Board considered approving the minutes of the October 17, 2023, meeting. After review and discussion, Director Rich moved to approve the minutes as submitted. Director Lannin seconded the motion, which passed unanimously.

FINANCIAL AND BOOKKEEPING MATTERS

Ms. Butler reviewed the bookkeeper's report and the investment report, copies of which are attached. Following review and discussion, Director Burton moved to approve the bookkeeper's report and investment report and authorize payment of the District's bills. Director Ross seconded the motion, which passed unanimously.

## TRAVEL REIMBURSEMENT GUIDELINES AND DIRECTORS EXPENSES FOR THE ASSOCIATION OF WATER BOARD DIRECTORS ("AWBD") WINTER CONFERENCE

The Board discussed Director expenses for the upcoming AWBD winter conference and concurred to approve reimbursement of no more than three per diems, two nights of hotel stay, and reasonable meals for Directors attending the AWBD winter conference, all in accordance with the District's Travel Reimbursement Guidelines.

## TAX ASSESSMENT AND COLLECTION MATTERS

Ms. Newman presented and reviewed the tax assessor/collector's reports for October and November, including the bills presented for payment and the delinquent tax roll. Copies of the tax reports are attached.

Ms. Newman asked whether the Board wanted an aerial photograph of the District and the Board declined.

After review and discussion, Director Burton moved to approve the tax assessor/collector's reports and payment of the tax bills. Director Lannin seconded the motion, which passed unanimously.

## DETENTION POND AND OUTFALL CHANNEL FACILITIES REPORT

Mr. Gray presented and reviewed the detention and drainage facilities report, a copy of which is attached.

## MS4 STORM WATER MANAGEMENT MATTERS

There was no discussion on this item.

## ENGINEERING MATTERS

Mr. Robinett presented and reviewed a report on engineering matters, a copy of which is attached, and updated the Board on ongoing engineering projects as noted in his report.

Mr. Robinett reviewed the plans and specifications and requested the Board authorize Costello to advertise for bids for the construction of the water, sewer, and drainage improvements to serve Trails at Woodhaven Lakes Section 2.

Mr. Robinett stated that bids were received for the construction of the water, sewer, and drainage improvements to serve Ambrose Section 3. He recommended that the Board award the contract to Principal Services ("Principal") in the amount of \$1,397,649.02. The Board concurred that, in its judgment, Principal is a responsible

bidder who will be most advantageous to the District and will result in the best and most economical completion of the project.

Mr. Robinett stated that bids were received for the mass excavation and grading and clearing and grubbing for Trails at Woodhaven Lakes Section 2. He recommended that the Board award the contract to R Construction Civil, LLC ("R Construction") in the amount of \$799,281.00. The Board concurred that, in its judgment, R Construction is a responsible bidder who will be most advantageous to the District and will result in the best and most economical completion of the project.

Mr. Robinett updated the Board on the status of the construction of the water, sewer, and drainage improvements to serve Ambrose Section 2. He reviewed and recommended approval of Pay Estimate No. 5 and Final in the amount of \$34,913.00, payable to Crostex Construction Inc. ("Crostex"). Mr. Robinett reviewed and recommended approval of Change Order No. 2 to the contract with Crostex to increase the contract in the amount of \$2,150.00 for lowering existing manhole and repairing a damaged meter. Mr. Robinett also reviewed and recommended approval of Change Order No. 3 to the contract with Crostex to increase the contract in the amount of \$1,150.00 for adjusting existing manhole, sanitary lead adjustments, and final quantity adjustments. Discussion ensued regarding the repairs and adjustments noted in the change orders, and the Board requested that Mr. Robinett obtain additional information on the repairs and adjustments performed by Crostex.

Following review and discussion, Director Lannin moved to (1) approve the engineer's report; (2) approve the plans and specifications and authorize Costello to advertise for bids for the construction of the water, sewer, and drainage facilities to serve Trails at Woodhaven Lakes Section 2; (3) award the contract for the construction of the water, sewer, and drainage improvements to serve Ambrose Section 3 to Principal in the amount of \$1,397,649.02, based upon the engineer's recommendation and receipt of the payment and performance bonds and the certificate(s) of insurance and endorsements, if any, provided by the contractor; (4) award the contract for the mass excavation and grading and clearing and grubbing for Trails at Woodhaven Lakes Section 2 to R Construction in the amount of \$799,281.00, based upon the engineer's recommendation and receipt of the payment and performance bonds and the certificate(s) of insurance and endorsements, if any, provided by the contractor; and (5) based on the engineer's recommendation, to approve Pay Estimate No. 5 and Final in the amount of \$34,913.00, Change Order No. 2 in the amount of \$2,150.00 as an increase to the contract with Crostex, and Change Order No. 3 in the amount of \$1,150.00 as an increase to the contract with Crostex, for the construction of the water, sewer, and drainage improvements to serve Ambrose Section 2, subject to the District's engineer obtaining additional information on the repairs and adjustments performed by Crostex. Director Ross seconded the motion, which passed unanimously.

ANNEXATION MATTERS

Ms. Trachtenberg updated the Board on the status of annexing an approximate 46.333-acre tract into the District.

The Board considered accepting a Waiver of Special Appraisal (“Waiver”) for the benefit of the District provided by Century Land Holdings of Texas, LLC.

Ms. Trachtenberg reviewed the Development Financing Agreement (“Agreement”) with the Board. She noted that the Agreement provides that the District will reimburse Century Land Holdings of Texas, LLC from future bond sales for funds advanced for the construction of water, sewer, and drainage facilities, subject to approval of the Texas Commission on Environmental Quality and other conditions.

Following review and discussion, Director Burton moved to (1) authorize acceptance of the Waiver, subject to finalization; and (2) authorize execution of the Agreement, subject to finalization. Director Lannin seconded the motion, which passed unanimously.

EMINENT DOMAIN REPORT

Ms. Trachtenberg reported that ABHR will file the District’s Eminent Domain Authority Annual Report with the Comptroller of the State of Texas.

REPORT REGARDING DEVELOPMENT

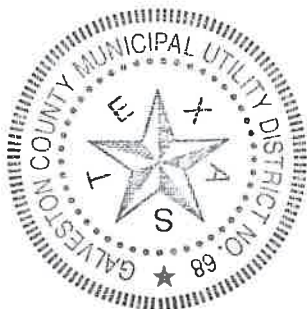
Mr. Robinett updated the Board on development in the District on behalf of Trails at Woodhaven Lakes, Ltd.

NEXT MEETING DATE AND AGENDA ITEMS

Following discussion, the Board concurred to hold its next meeting on January 16, 2024, at 11:30 a.m.

There being no further business to come before the Board, the meeting was adjourned.

SEAL



  
Secretary, Board of Directors

ATTACHMENTS TO MINUTES

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