

MINUTES  
GALVESTON COUNTY MUNICIPAL UTILITY DISTRICT NO. 68

May 28, 2025

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 28<sup>th</sup> day of May, 2025, 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
Vacant	Assistant Vice President

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

Also attending the meeting were Amera Holliday of LJA Engineering, Inc.; Renee Butler of McLennan & Associates, L.P.; Odett Newman of Bob Leared Interests; Jason Robinett of Pape-Dawson Engineers, Inc.; Scott Gray of Champions Hydro-Lawn, Inc.; Anthea Moran of Masterson Advisors LLC; and Adisa Harrington and Kathryn Easey of Allen Boone Humphries Robinson LLP.

PUBLIC COMMENT

The Board opened the meeting for comments from the public. There being no members of the public wishing to make comments, the Board closed the public comments portion of the meeting.

APPROVE MINUTES

The Board considered approving the minutes of the April 15, 2025, regular meeting. After review and discussion, Director Ross moved to approve the minutes as submitted. Director Trncak seconded the motion, which passed unanimously.

AUDIT FOR FISCAL YEAR END MAY 31, 2025

The Board reviewed a continuance letter from McGrath & Co., PLLC ("McGrath") for conducting the District's audit for fiscal year end May 31, 2025, for an estimated fee of between \$13,000.00 and \$15,000.00. A copy of the continuance letter is attached. Following review and discussion, Director Trncak moved to authorize McGrath to prepare the District's audit. Director Ross seconded the motion, which passed unanimously.

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

Ms. Harrington discussed the District's Travel Reimbursement Guidelines (the "Guidelines") in connection with the upcoming AWBD summer conference, and discussion ensued regarding specific expenses eligible and ineligible for the conference. Following discussion, Director Ross moved to authorize up to four per diems, three hotel nights, and reasonable meals for Directors attending the AWBD summer conference, all to be submitted in accordance with the District's Guidelines. Director Trncak seconded the motion, which passed unanimously.

## FINANCIAL AND BOOKKEEPING MATTERS

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

## BUDGET FOR FISCAL YEAR END MAY 31, 2026

Ms. Butler presented and reviewed the proposed budget for the fiscal year end May 31, 2026, a copy of which is included in the bookkeeper's report. Following review and discussion, Director Ross moved to adopt the budget, as presented. Director Trncak seconded the motion, which passed unanimously.

## TAX ASSESSMENT AND COLLECTION MATTERS

Ms. Newman presented and reviewed the tax assessor/collector's report for April, including the bills presented for payment and the delinquent tax roll. A copy of the tax report is attached.

Ms. Newman reported that the District's 2025 preliminary assessed value is \$230,910,764.

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

## PLAN OF FINANCING

Ms. Moran and Mr. Robinett updated the Board on the status of bond application no. 7.

## DETENTION POND AND OUTFALL CHANNEL FACILITIES REPORT

Mr. Gray presented and reviewed the detention and drainage facilities report, a copy of which is attached. Mr. Gray noted the presence of tree debris on the southwest corner of the Sunset Grove detention pond.

Mr. Robinett reported receiving information from the City of Hitchcock related to standing water at the southwest corner of the Sunset Grove detention pond. Mr. Robinett reported that an existing water line had previously been relocated in that area, but that there did not appear to be an active leak. He stated he reviewed the site design plans and noted a back slope swale design had not been included for drainage. Mr. Robinett recommended monitoring the site to determine if a back slope swale would need to be constructed to direct storm water into the back slope interceptor along the Sunset Grove detention pond.

## MS4 STORM WATER MANAGEMENT MATTERS

There was no discussion on this agenda 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 the report.

Mr. Robinett updated the Board regarding the mass excavation and grading and clearing and grubbing for Trails at Woodhaven Lakes, Section 2. He reviewed and recommended approval of Pay Estimate No. 7 and Final in the amount of \$50,112.30, payable to R Construction Civil, LLC ("R Construction").

Mr. Robinett updated the Board regarding the construction of the water, sewer, drainage and paving facilities to serve Trails at Woodhaven Lakes, Section 2. He reviewed and recommended approval of Pay Estimate No. 7 and Final in the amount of \$123,218.12, payable to R Construction. Mr. Robinett noted that R Construction had initially requested payment in the amount of \$134,781.25, but that \$11,563.13 is still under review by the developer.

Following review and discussion, and based on the engineer's recommendation, Director Ross moved to (1) approve the engineer's report; (2) approve Pay Estimate No. 7 and Final in the amount of \$50,112.30, payable to R Construction, for the mass excavation and grading and clearing and grubbing for Trails at Woodhaven Lakes, Section 2; and (3) approve Pay Estimate No. 7 and Final in the amount of \$123,218.12, payable to R Construction, for the construction of the water, sewer, drainage and paving facilities to serve Trails at Woodhaven Lakes, Section 2. Director Lannin seconded the motion, which passed unanimously.

DEEDS, EASEMENTS, PLATS, CONSENTS TO ENCROACHMENT, REQUESTS FOR SERVICE OR UTILITY COMMITMENT LETTERS

The Board considered accepting conveyance of a Drainage Easement (the "Easement") for a 0.5801-acre tract from M/I Homes of Houston, LLC ("M/I Homes").

The Board then considered accepting conveyance of a Special Warranty Deed (the "Deed") for drainage reserves totaling 2.647 acres (consisting of Tract "A" containing 0.8667 acres and Tract "B" containing 1.780 acres) of Reserve "A," Block 1 of Ambrose Section Three from M/I Homes.

Following discussion, Director Ross moved to (1) accept conveyance of the Easement and Deed; and (2) direct that the Easement and Deed be filed appropriately and retained in the District's official records. Director Lannin seconded the motion, which passed unanimously.

DISTRICT REGISTRATION FORM

The Board considered authorizing filing of an updated District Registration Form with the Texas Commission on Environmental Quality ("TCEQ"), reflecting an updated slate of officers. Following review and discussion, Director Ross moved to authorize filing of the updated District Registration Form with the TCEQ and direct that the District Registration Form be filed appropriately and retained in the District's official records. Director Lannin seconded the motion, which passed unanimously.

REPORT REGARDING DEVELOPMENT

Ms. Harrington stated the updated financing agreements between the District and various developers will be presented next month.

Mr. Robinett, on behalf of KB Homes, updated the Board on development in Sunset Grove.

NEXT MEETING DATE AND AGENDA ITEMS

Following discussion, the Board concurred to hold its next meeting on June 17, 2025, at 2:00 p.m.

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

SEAL



  
Asst. Secretary, Board of Directors

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