

**MINUTES OF THE BOARD OF REGENTS  
FACILITIES COMMITTEE MEETING  
GALVESTON COMMUNITY COLLEGE DISTRICT  
4015 Avenue Q  
Galveston, Texas 77550  
Room M-202 – Moody Hall  
August 13, 2025  
4:15 p.m.**

At the Galveston Community College District Board of Regents Facilities Committee Meeting, duly held on Wednesday, August 13, 2025, in Room M-202 of Moody Hall, commencing at 4:15 p.m., the following Facilities Committee members were present: Mr. Michael B. Hughes, Chairperson, Mr. Raymond Lewis, Jr., Mr. Fred D. Raschke (arrived at 4:35), and Ms. Carolyn L. Sunseri. Dr. Norman Hoffman was excused. Other Regents present were: Mr. Garrik Addison, Mr. Armin Cantini, Ms. Karen Flowers and Ms. Mary Longoria.

Staff present included Dr. W. Myles Shelton, President, Dr. Conrad Breitbach, Ms. Breanne Lorefice, Mr. Tracy Morgan, and Dr. Van Patterson.

- I. CALL TO ORDER:** Mr. Hughes opened the meeting at 4:15 p.m. in Room M-202 of Moody Hall and determined a quorum was present.
- II. CERTIFICATION OF POSTING NOTICE OF FACILITIES COMMITTEE MEETING:** Dr. Shelton confirmed that the notice of the Facilities Committee Meeting had been properly posted on August 7, 2025.
- III. CONSIDER APPROVAL OF MINUTES FROM THE JUNE 11, 2025, MEETING:** A reading of the minutes for the June 11, 2025, meeting was waived. Ms. Sunseri moved to approve the minutes as presented; Mr. Lewis seconded. The motion passed unanimously.
- IV. CITIZENS DESIRING TO APPEAR BEFORE THE COMMITTEE ON AGENDA ITEMS:** There were no citizens present desiring to appear before the Committee.
- V. REVIEW AND CONSIDER RELEASE OF PARTIAL PAYMENT OF RETAINAGE TO S&P FOR THE HEALTH SCIENCES EDUCATION CENTER (HSEC) PROJECT:** Dr. Shelton presented this item to the Committee. He is recommending that the Committee table this item. He gave an overview of the project budget to the Committee and discussed the remaining punch list items. In addition, Dr. Shelton shared that there is an ongoing issue with the mini splits. They are not working as intended. The fit and finish of the elevators is also not as expected, and is an ongoing punch list item. The concrete steps outside of the HSEC were cracked by a subcontractor and have not been fixed satisfactorily. Dr. Shelton added that there are 37 windows so far that have faulty seals. There was general discussion about the cost and process to replace the windows. Dr. Shelton continued with the remaining punch list items, and a discussion of the budget. He added that the agreement for release of retainage, is that once there is an agreed upon punch list, the College can do a partial release of retainage. Since there is not have an agreed upon punch list Dr. Shelton recommended tabling the item.

- VI. DETERMINE RECOMMENDATION TO THE BOARD OF REGENTS REGARDING RELEASE OF PARTIAL PAMENT OF RETAINAGE TO S&P FOR THE HEALTH SCIENCES EDUCATION CENTER (HSEC) PROJECT:** Mr. Lewis moved to table this item; Ms. Sunseri seconded. The motion passed unanimously.
- VII. REVIEW AND CONSIDER APPROVAL OF BID TO DEMO AND REMOVE STRUCTURES LOCATED AT 3802 & 3806 AVENUE R:** Dr. Shelton presented this item to the Committee. These are the two houses that will need to be demolished to make room for the new student housing. The low bid was from JTB Services, and he would recommend them to the Committee. Work can be done in about 10 days, and it is expected that the bids for the CMAR for the housing will be coming in tomorrow, and then will be coming back to the Committee in September. There was general discussion about the company and if the College has used this company before.
- VIII. DETERMINE RECOMMENDATION TO THE BOARD OF REGENTS REGARDING APPROVAL OF BID TO DEMO AND REMOVE STRUCTURES LOCATED AT 3802 & 3806 AVENUE R:** Ms. Sunseri moved to recommend approval of the bid from JTB Services, Inc. in the amount of \$35,768.00; Mr. Lewis seconded. The motion passed unanimously.
- IX. UPDATE ON FACILITIES PROJECTS INCLUDING GYM ROOF, IMPROVEMENTS TO THE BASEBALL AND SOFTBALL FIELDS, AND OTHER FACILITIES PROJECTS:** Dr. Shelton presented this item to the Committee. He said that work has started on the gym roof. There is a meeting with the city at the end of this week to discuss the baseball and softball fields. The MOU with the City needs to be updated for the baseball field and the design of the softball field. The transformer and physical plant upgrades project is waiting on the final punch list so that the Board can vote on the release of retainage.
- X. ADJOURNMENT TO CLOSED/EXECUTIVE SESSION IN ROOM M-202: THE BOARD OF REGENTS, AS AUTHORIZED BY THE OPEN MEETINGS ACT, TEXAS GOVERNMENT CODE, CHAPTER 551, RESERVES THE RIGHT TO ENTER INTO A CLOSED/EXECUTIVE SESSION UNDER THE FOLLOWING PROVISION OF THE ACT: SECTION 551.072 – DELIBERATION REGARDING REAL PROPERTY, TO DELIBERATE THE PURCHASE AND VALUE OF REAL PROPERTY TO AVOID ANY DETRIMENTAL EFFECT ON THE POSITION OF THE COLLEGE IN NEGOTIATIONS WITH THIRD PARTIES:**

The Committee adjourned to the closed meeting in Room M-202 at 4:37 p.m.

- XI. RECONVENE FACILITES COMMITTEE MEETING (OPEN MEETING) IN ROOM M-202:**

The Committee reconvened the regular (open meeting) in Room M-202 at 4:49 p.m.

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**XII. DETERMINE RECOMMENDATION TO THE BOARD OF REGENTS REGARDING THE PURCHASE OF REAL PROPERTY:** The Committee took no action on this item.

**XIII. ADJOURNMENT:** There being no further business to come before the Facilities Committee, the meeting adjourned at 4:49 p.m.

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Breanne Lorefice, Clerk

APPROVED AS CORRECT:

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Michael B. Hughes, Chairperson