

MINUTES OF WILLACY COUNTY DRAINAGE DISTRICT NO. 2

The regular meeting of the Board of Directors of Willacy County Drainage District No. 2 convened on January 10, 2024 at 2:00 p.m., at the office of Willacy County Drainage District No. 1 in Lyford, Texas, pursuant to notice duly given as required by law. Present were:

John Lee DeWitt, President	Dennis Hoot, Director
Gary Palousek, Secretary	Francisco R. Torres
J.T. Mayo, Director	
Paul Greenhill WCDD No. 1, District Manager	

Absent: Gary Palousek

President John Lee DeWitt called meeting to order at 2:00 p.m. and presided.

1. Minutes. The minutes of the December 12, 2023 meeting were presented. The motion was made by Frank Torres and seconded by J.T. Mayo to approve the minutes of the December 12, 2024 meeting. Following a discussion, the motion unanimously carried.
2. Public Comment Period. No one appeared, and no comments submitted.
3. May 4, 2024 Election. The motion was made by J.T. Mayo and seconded by Frank Torres to adopt this election order:

WHEREAS, in accordance with Acts 1969, 61st Leg., Reg. Sess., ch. 11, pgs. 31-40, codified as Section 6611, Texas Special District Local Laws Code, the Texas Water Code, and the Texas Election Code, Willacy County Drainage District No. 2 shall hold an election on the first Saturday in May of even-numbered years, at which time the required number of Directors shall be elected to fill the vacancies then occurring on the Board of Directors as provided by law;

WHEREAS, such an election is necessary and should be held on May 4, 2024, in order that three (3) Directors may be elected to membership on the Board of Directors of Willacy County Drainage District No. 2 to fill the place of three (3) Directors now serving whose terms of office will expire on May 15, 2024;

WHEREAS, it is hereby determined and found that in accordance with standing order of this Board, written notice of the date, place, and subject of this meeting, including consideration of the setting of said election, was posted at a place within the District convenient to the public, and posted on the District's website, for the period of time and manner as is required by law;

NOW, THEREFORE, BE IT RESOLVED AND ORDERED by the Board of Directors of Willacy County Drainage District No. 2 that:

1. A regular election for the election of three (3) Directors to serve for a term of four (4) years, each beginning May 15, 2024
Place 1
Place 2
Place 3
be and it is hereby called and ordered to be held in and for this District, in the manner prescribed by law, on the first Saturday of May, 2024, the same being May 4, 2024.
2. Said election be conducted during the hours of seven o'clock (7:00) a.m. to seven o'clock (7:00) p.m. at the Farm Service Agency (FSA), 255 FM 3168, Suite 1, Raymondville, Texas, a place within the District and a place which the Board, after considering the requirements of Texas Election Code § 43.031, finds to be a proper place for conducting the election.
3. For the purpose of said election, all the area included within the boundaries of this District shall

constitute one (1) election precinct.

4. Said election be held at the aforesaid voting place with the use of paper ballots.
5. Pursuant to Election Code §31.123, Erika Anderson, an employee of the District, is appointed Agent to perform the duties of the Secretary as required by Election Code §31.122 and §31.123. The agent shall maintain office hours at the District's office for at least three hours each day, during the District's regular office hours, on regular business days, during the period beginning January 17, 2024 and ending on June 14, 2024.

6. The election shall be conducted by the following hereby designated and qualified officers:

Presiding Judge: Virginia Koester
P.O. Box 68
San Perlita, Texas 78590

Alternate Presiding Judge: Anastacio Cavazos, Jr.
255 FM 3168, Suite 1
Raymondville, Texas 78580

Such persons are designated only for this election. If the presiding judge is unable to serve at the election, the alternate presiding judge shall serve as the presiding judge for the election.

7. The presiding judge is authorized to appoint two (2) election clerks.
8. The presiding judge designated for said election shall also serve as the early voting ballot judge and the presiding officer of said early voting ballot board, and shall appoint no less than two (2) other duly qualified members as provided by Texas Election Code Chapter 87.
9. Early voting shall be held as provided by law and shall be conducted by the following hereby designated and qualified officers:

Clerk: Enrique Gonzalez
255 FM 3168, Suite 2
Raymondville, Texas, Texas 78580

Deputy Clerk: Kathy Rogers
255 FM 3168, Suite 1
Raymondville, Texas, Texas 78580

- 9.1 The addresses the Voting Clerk may receive delivery by common or contract carrier are:

Mailing address: Early Voting Clerk
P.O. Drawer 20
Lyford, Texas 78569
Physical address: Office of Willacy County Drainage District No. 1
8304 Business 77
Lyford, Texas 78569

- 9.2 Other contract information of Voting Clerk:
Phone Number: (956)-347-5164
Email address: info@willacycdd2.org
Fax: (956) 347-5717

Provided, however, if the application is transmitted by fax or e-mail to the early voting clerk, the application must also be mailed so that the clerk receives it no later than the fourth business day after the day the clerk receives the faxed or emailed application. That is, an application transmitted by fax or e-mail will be considered complete and timely as long as the original is received by the early voting clerk by the fourth business day after it was submitted by fax or e-mail.

10. Early voting by personal appearance for this said election shall be held at the same location the election is to be conducted as provided above, and said place of early voting shall remain open during the hours of eight o'clock (8:00) a.m. and five o'clock (5:00) p.m., which is at least nine (9) hours on each day of the early voting period, which shall begin on April 22, 2024, and continue through April 30, 2024, on each day that is not a Saturday, Sunday, or official State holiday. Applications for ballots by mail must be received (not postmarked) no later than April 23, 2024.

- 10.1 The mailing address of the Clerk to which ballot applications and ballots voted by mail may be sent is:

Early Voting Clerk
P.O. Drawer 20
Lyford, Texas 78569

- 10.2 The physical address of the Clerk to which ballot applications and ballots voted by mail may be delivered is: Office of Willacy County Drainage District No. 1
8304 Business 77
Lyford, Texas 78569
- 10.3 A completed, scanned application for a ballot by mail containing an original signature shall be transmitted to: info@willacycdd2.org
11. Candidates shall file an application with the Secretary of the Board to have his or her name printed on the election ballot. Such application must be signed by the candidate or by at least ten (10) qualified electors of this District. The first day to file an application for place on the ballot is January 17, 2024, and must be filed no later than five o'clock (5:00) p.m. on February 16, 2024, as required by law:
- 11.1 The mailing address: Secretary
P.O. Drawer 20
Lyford, Texas 78569
- 11.2 Physical address: Office of Willacy County Drainage District No. 1
8304 Business 77
Lyford, Texas 78569
- 11.3 Email Address: info@willacycdd2.org
- 11.4 Fax: (956) 347-5717
12. Applications for a place on the ballot shall be substantially in the form attached hereto.
13. The Secretary of the Board of Directors shall conduct a drawing for the order in which names of the candidates for the above-mentioned election are to be printed on the ballot and shall post notice of the time and place of said drawing and mail notice of the date, hour, and place of the drawing to each candidate at the address stated on the application for a place on the ballot not later than the fourth (4th) day before the drawing in accordance with the terms and provisions of Section 52.094 of the Election Code.
14. Notice be given of this election by a method as prescribed by Section 4.003(1)(B) of the Texas Election Code.
15. A Writ of Election and notice of appointment shall be delivered as prescribed by law to the Presiding Judge and Alternate Judge no later than March 8, 2024.
16. Notice of this election be given as prescribed by Section 85.007(c) Texas Election Code, by posting continuously for at least seventy-two (72) hours preceding the first hour that early voting is conducted in the same manner Notices of Meeting of the Board are posted.
4. Projects: Willacy County Drainage District No. 2 Regional Detention Facilities. Project No. 40088.
- 4.1 Status Report – Manager reported the TWDB project 40088 has been approved and Willacy County is working on the land acquisition and engineering design for the project.
- 4.2 Make decisions requiring Board Action. No action is required at this time.
5. Projects: San Perlita Relief Drain
- 5.1 Segment between Raymondville Drain and F.M 1762/San Perlita Road: Status: manager reported waiting for Willacy County TWDB project 40088 to be completed before pursuing segment between F.M. 1762 and S.H. 186.
- 5.2 Segment South of F.M 1762/San Perlita Road. Status: no work has started.
- 5.3 Make decisions requiring Board action. No action is required at this time.
6. Projects:
- 6.1 TxDOT Highway 186 raising project. Status: no change in status –Manager reported TxDOT still says they will be raising Highway 186 at Willamar sometime in the

future.

7. Reports.

7.1 Manager:

- a. Work accomplished since last meeting. Manager reported no work being done on the ditches at this time.
- b. Drainage District No.1 received a 2023 MowerMax brush cutter on January 9, 2024.

7.2 Attorney. 2024 Special Purpose District report must be filed with the Comptroller no later than April 1, 2024.

8. Financial.

8.1 Investment Report for 4th Quarter 2023. Manager Greenhill presented the 4th quarter 2023 investment officers report. The motion was made by J.T. Mayo and seconded by Dennis Hoot to approve the 4th quarter investment officer's report.

8.2 Monthly Reports.

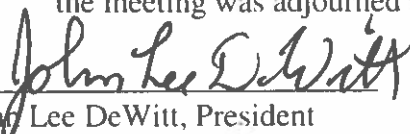
Approve payment of accounts for month of December 2023. The motion was made by Dennis Hoot and seconded by Frank Torres to approve the expenditures for December totaling \$5,078.25 beginning with check #2466 and ending in number #2467, and project #40088 totaling \$0. Following a discussion, the motion unanimously carried.

December

Dossett Law Office	#2459	\$ 150.00 Retainer
Willacy County Drainage District #1	#2460	\$ 4,628.25 Admin Fees
SANTCANT IT Services	ACH	\$ <u>300.00</u> Maintenance Fee
	Total	\$ 5,078.25

9. Take up such other matters as may properly be brought before the Board. No other matters were brought before the board.

10. Adjournment. The motion was made and seconded that the meeting be adjourned, whereupon the meeting was adjourned at 2:45 p.m.


John Lee DeWitt, President


Gary Palousek, Secretary