

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 April 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
J.T. Mayo, Vice President
Dennis Hoot, Director
Paul Greenhill, WCDD No. 1 Manager
B.R. Dossett, Attorney

Absent: Gary Palousek, Secretary, and Francisco R. Torres, Director

President John Lee DeWitt called meeting to order at 2:01 p.m. and presided.

1. Minutes. The minutes of the February 14, 2024 meeting were presented. The motion was made by Dennis Hoot and seconded by J.T. Mayo to approve the minutes of the February 14, 2024 meeting. Following a discussion, the motion unanimously carried.
2. Public Comment Period. No one appeared, and no comments submitted.
3. Projects: Willacy County Drainage District No. 2 Regional Detention Facilities. Project No. 40088–Willamar Drain Widening.
 - 3.1 Project Update. The project is substantially completed. Only the installation of some down drains, other small items, and clean up remain. The contractor has been given an extension until May 3, 2024 to complete the project, but Manager Greenhill is of the opinion that all work will be completed in about two weeks.
 - 3.2 Make any decisions requiring Board action. None. No action required at this time.
4. May 4, 2024 Election
 - 4.1 Secretary's Status Report. A Certificate of Unopposed Status delivered by Secretary Palousek to President DeWitt prior to the meeting was reviewed. Said Certificate states that only the following persons filed an application for a place on the ballot:

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|---------|-------------------|
| Place 1 | John Lee DeWitt |
| Place 2 | Dennis Lee Hoot |
| Place 3 | Gary Lee Palousek |

and that no one filed a Declaration of Write-in Candidacy.
 - 4.2 Cancellation of Election. The motion was made by Dennis Hoot and seconded by J.T. Mayo that this Order Canceling Election be adopted:

WHEREAS:

1. In accordance with the Texas Water Code and the Texas Election Code, Willacy County Drainage District No. 2 shall hold an election on May 4,

2024, at which three (3) Directors are to be elected to membership on the Board of Directors of Willacy County Drainage District No. 2, each to serve a term of four (4) years beginning May 15, 2024.

2. The deadlines for filing an application for place on the ballot and declaration of write-in candidacy have passed;
3. Pursuant to Texas Water Code § 49.101 and Election Code § 146.051, a write-in vote may not be counted unless the name written-in appears on the list of write-in candidates, and no declaration of write-in candidacy was filed;
4. The candidates whose names are to appear on the ballot are:

| | |
|---------|-------------------|
| Place 1 | John Lee DeWitt |
| Place 2 | Dennis Lee Hoot |
| Place 3 | Gary Lee Palousek |
5. No proposition is to appear on the ballot;
6. **NOW, THEREFORE**, it is hereby determined by the Board of Directors of Willacy County Drainage District No. 2 that in accordance with Chapter 2, Subchapter C of the Texas Election Code, the May 4, 2024 election can be cancelled and the unopposed candidates can be declared elected. Accordingly, **IT IS ORDERED** that:
 1. The election to be held on May 4, 2024 is cancelled.
 2. Each of the following unopposed candidates is hereby elected to membership on the Board of Directors of Willacy County Drainage District No. 2, each to serve a term of four (4) years beginning May 15, 2024:

| | |
|---------|-------------------|
| Place 1 | John Lee DeWitt |
| Place 2 | Dennis Lee Hoot |
| Place 3 | Gary Lee Palousek |
 3. A copy of this Order shall be posted on Election Day at each polling place that would have been used in the election.

Following a discussion, the motion unanimously carried.

5. No agenda item 5
6. Reports.
 - 6.1 Manager:
 - (a) Audit of fiscal year ended December 31, 2023. In progress. The Auditor plans to submit the audit at the May 8, 2024 meeting. The auditor found that certain accounting practices, procedures, and record keeping need to be changed. These changes have been implemented.
 - (b) Work accomplished since February 14, 2024 meeting. Report presented. Work accomplished includes replacement of field drains / down drains from Highway 186 to F.M. 1420.
 - (c) TxDOT Highway 186 raising project. Status: no change in status since the September 13, 2023 meeting. It was noted that this item is on the agenda so that this project it is not forgotten.

- (d) District Website. The District's website administrator is hospitalized in Houston due to a very serious medical condition. In addition to being unable to administer the website, for example, post the agenda, he has been unwilling to provide the passwords to the District. Manager Greenhill and Erika Anderson are studying what changes need to be made. If necessary, a new website that the District administers will be created.
- (e) Projects: San Perlita Relief Drain. No report submitted by the County.
- (f) Projects: Riggan Drain Improvement. President DeWitt inquired about the status of this project. A general discussion followed.

6.2 Attorney.

- (a) 2024 Special Purpose District Report. Filed in early March, 2024
- (b) Election May 4, 2024. Pursuant to the opinion of the Texas Attorney General, the Directors who have been declared elected can not sign the oath of office until after the May 4, 2024 election date.

7. Financial.

7.1 Investment Report for 1st Quarter 2024. Presented. The motion was made by Dennis Hoot and seconded by J.T. Mayo that the Investment Report for 1st Quarter 2024 be approved. Following a discussion, the motion unanimously carried.

7.1 Monthly Reports.

- (a) Financial reports for the month of February 2024 were presented and reviewed.
- (b) Financial reports for the month of March 2024 were presented and reviewed.

7.2 Payment of Accounts.

- (a) The accounts paid in the month of February 2024 were presented:

| | | | |
|-------------------------------------|-------|----------------|-------------------|
| Dossett Law Office | #2470 | \$150.00 | Retainer |
| Willacy County Drainage District #1 | #2471 | \$23,299.14 | Ditch Maintenance |
| Hidalgo County Drainage District #1 | #2472 | \$2,708.06 | Ditch Maintenance |
| Willacy County Appraisal District | #2473 | \$2,280.98 | Allocation |
| Willacy County Drainage District #1 | #2474 | \$5,023.99 | Admin Fees |
| SANTCANT IT Services | ACH | \$300.00 | Maintenance Fee |
| Texas Farm Bureau Insurance | ACH | <u>\$32.00</u> | Insurance |
| Total | | \$33,794.17 | |

The motion was made by Dennis Hoot and seconded by J.T. Mayo that the accounts paid during the month of February 2024 be approved. Following a discussion, the motion unanimously carried.

- (b) The accounts paid in the month of March 2024 were presented:

| | | |
|-------------------------------------|-------|------------------------------|
| Dossett Law Office | #2475 | \$150.00 Retainer |
| SANTCANT IT Services | #2476 | \$300.00 Maintenance Fee |
| Willacy County Drainage District #1 | #2477 | <u>\$5,307.48</u> Admin Fees |
| Total | | \$5,757.48 |

| | | |
|-----------------------------------|-------|----------------------------------|
| Project 40088 | | |
| Mor-Wil, LLC | #1012 | \$220,137.13 Contractor |
| Sigler, Winston Engineering Serv. | #1013 | <u>\$5,010.20</u> Engineer Serv. |
| Total | | \$225,147.33 |

The motion was made by Dennis Hoot and seconded by J.T. Mayo that the accounts paid during the month of March 2024 be approved. Following a discussion, the motion unanimously carried.

- (c) The motion was made by Dennis Hoot and seconded by J.T. Mayo that these accounts be paid During the month of March.

Following a discussion, the motion unanimously carried.

8. Take up such other matters as may properly be brought before the Board. No other matters were brought before the board.
9. Adjournment. The motion was made and seconded that the meeting be adjourned, whereupon the meeting was adjourned at 2:58 p.m.



 John Lee DeWitt, President



 Gary Paloucek, Secretary