

MINUTES OF WILLACY COUNTY DRAINAGE DISTRICT NO. 1

On January 26, 2022, the Board of Directors of Willacy County Drainage District No. 1 met at the District's office in Lyford, Texas, after having given notice thereof as provided by law, with the following person's present, to-wit:

Terry Galle, President
Melvin Gay, Secretary
Daniel Vassberg, Director
Dan Klostermann, Director
Paul Greenhill, District Manager
B. R. Dossett, Attorney

Glenn Wilde, Vice President
Thomas Zdansky, Director

Absent: Charles Chappell

Terry Galle, President called meeting to order at 10:30 a.m. and presided,

1. Minutes. The minutes of the December 8, 2021 meeting were presented and read. The motion was made by Thomas Zdansky and seconded by Melvin Gay that the minutes of the December 8, 2021 meeting be approved. Following a discussion, the motion unanimously carried.
2. Public Comment Period. There was no audience. No one submitted a public comment.
3. May 2022 Election. The motion was made by Daniel Vassberg and seconded by Thomas Zdansky that is Election Order be adopted:

WHEREAS, in accordance with Acts 1969, 61st Leg., Reg. Sess., ch. 10, pgs. 22-30, as amended by Acts 1971, 62nd Leg., Reg. Sess., ch. 281, pgs. 1179-1180; Acts 1983, 68th Leg., Reg. Sess., ch. 672, pgs. 4226-4227; and Acts 2005, 79th Leg., Reg. Sess., ch. 448, pgs. 1225-1227, the Texas Water Code, and the Texas Election Code, Willacy County Drainage District No. 1 shall hold an election on the first Saturday in May of each year, 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 7, 2022, in order that two (2) Directors may be elected to membership on the Board of Directors of Willacy County Drainage District No. 1 to fill the place of two (2) Directors now serving whose terms of office will expire on May 15, 2022;

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 the District's Office at a place 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. 1 that:

1. A regular election for the election of two (2) Directors to serve for a term of three (3) years, each beginning May 15, 2022

Place 4
Place 5

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, 2022, the same being May 7, 2022.

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 office of the District at 8304 Highway 77, Lyford, 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. The election shall be conducted by the following hereby designated and qualified officers:

Presiding Judge: Gary Busse
6371 Iris Circle
Lyford, Texas 78569

Alternate Presiding Judge: Henry Anderson
P.O. Box 128
Lyford, Texas 78569

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.

6. The presiding judge is authorized to appoint two (2) election clerks.
7. 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.
8. Early voting shall be held as provided by law and shall be conducted by the following hereby designated and qualified officers:

Clerk: Mary Helen Woods
8304 Business 77
Lyford, Texas 78569

Deputy Clerk: Erica Anderson
8263 North Park Avenue
Lyford, Texas 78569

- 8.1 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

- 8.2 Other contract information of Voting Clerk:

Phone No: (956) 347-5164
Email address: info@willacycdd1.org

9. 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 25, 2022, and continue through May 2, 2022, on each day that is not a Saturday, Sunday, or official State holiday. Applications for ballots by mail must be received no later than April 26, 2022.

- 9.1 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
- 9.2 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
- 9.3 A completed, scanned application for a ballot by mail containing an original signature shall be transmitted to: info@willacycdd1.org
10. 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 19, 2022, and must be filed no later than five o'clock (5:00) p.m. on February 18, 2022, as required by law:
 - 10.1 The mailing address:
 - Secretary
 - P.O. Drawer 20
 - Lyford, Texas 78569
 - 10.2 Physical address:
 - Office of Willacy County Drainage District No. 1
 - 8304 Business 77
 - Lyford, Texas 78569
 - 10.3 Email Address: info@willacycdd1.org
11. Applications for a place on the ballot shall be substantially in the form prescribed by the Secretary of State, AWS-20- 7/2011. Said form adapted for this District is attached.
12. 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.
13. Notice be given of this election by a method as prescribed by Section 4.003(1)(B) of the Texas Election Code.
14. A Writ of Election shall be delivered as prescribed by Section 4.007, Texas Election Code to the Presiding Judge no later than March 4, 2022.
15. 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.
16. It is further found and determined that notice of the date, place, and subject of this meeting was posted in accordance with the terms and provisions of Section 52.094(c) of the Election Code, and Section 551.043 of the Government Code for at least seventy-two (72) hours preceding the scheduled time of this meeting.

Following a discussion, the motion unanimously carried.

4. Lateral G Status Report.

- 4.1 County widening and improvement between east line of Block 28, GCIC and U.S. Highway 77/I-69. The project will be put out for bids in February or March 2022.
- 4.2. County widening and improvement of segment between FM 1018 and Hidalgo Main Drain
 - a. Status. Manager Greenhill reported scheduled target dates:

- (1) Engineering Feasibility Report Completion.. June 30, 2022
 - (2) Design Phase.. September 30, 2022
 - (3) Start Construction.. January 1, 2023
 - (4) Construction Completion.. May 31, 2024
 - b. Consider and take action on any matters to finalize grant. No action required of the District at this time.
5. TxDOT FM 1018 Improvement – upgrade of drain crossings at Laterals G, G1 and C. – Status report: Work has commenced, but delayed due to weather.
6. Lateral E, Lateral E-1, and Lateral E-2 in Share 2. Consider and take action to engage surveyor to prepare a description of the drains. No action
7. Equipment:
- 7.1 Godwin DCP 300 Pump - Gate 630-L (Fred Gate). The pump has been set on pumping pad 630L located at the Willacy County North Floodway levee. Still need to hook up the suction and discharge hoses as soon as weather permits. Will take half a day to install.
 - 7.2 Caterpillar 326 Long Reach – Not yet delivered. Tentative delivery is February 2022.
8. Reports: Receive reports and make decisions respecting the subject of such reports including:
- 8.1 Manager:
- (a) Work accomplished since last meeting. Reported mostly did ditch mowing since last meeting and current ditch work is being delayed due to weather.
 - (b) Hidalgo-Willacy Joint Venture Drain – Weir No. 4 failure: Hidalgo County Drainage District No. 1 has done nothing to remove the damaged weir—the debris are still in the drain channel.
 - i. Status – 45-60 days out for bids
 - ii. Consider and take action on any matters, if any, required of this district for the replacement of Weir No. 4.
 - (c) Willacy County Drainage District No. 2: Continuing ditch mowing. Overall system in good shape and pursuing their Texas Water Development Board Drainage Improvement Project No. 40088. Engineering has been completed and will be going out for bids soon.
 - (d) Equipment – Caterpillar 326 Excavator Long Reach – Discussed under item 7.2.
- 8.2 Attorney: The annual Special Purpose District Report will be filed before the April 1 filing deadline. The audit for the fiscal year ended December 31, 2021 is supposed to be completed in early May.
9. Financial Reports:
- 9.1 Investment Report for 4th Quarter 2021. The motion was made by Thomas Zdansky and seconded by Glenn Wilde to accept financial report as presented by Investment Manager Greenhill. Following a discussion, the motion unanimously carried.
 - 9.2 Receive and review financial reports for the month of December 2021. Presented and Reviewed, totaling \$55,423.37.
 - 9.3 Approval for payment of accounts for month of December 2021 and wages for


January 2022. The motion was made by Glenn Wilde and seconded by Thomas Zdansky that the expenditures, for December 2021 and wages for January 2022, beginning with check number 2934 and ending with check number 2956 for \$55,423.37 be approved as presented. Following a discussion, the motion unanimously carried.

December Expenditures:

| | | | |
|------------------------------|-------|--------------|------------------------------------|
| WCDD #1 Payroll | #2951 | \$ 35,000.00 | Wages for January |
| AT&T | #2934 | \$ 250.00 | Telephones |
| Cintas | #2935 | \$ 126.26 | Supplies |
| City of Lyford | #2936 | \$ 77.59 | Water/Sewer |
| Wells Fargo – Corporate Card | #2937 | \$ 3,836.02 | Office/Misc./ Supplies |
| Culligan | #2938 | \$ 40.00 | Water Dispenser Rental |
| Dossett Law Office | #2940 | \$ 150.00 | December Retainer |
| Employees Retirement System | #2948 | \$ 35.00 | Fees |
| Guardian | #2941 | \$ 336.36 | Employee Paid Insurance |
| Holt | #2942 | \$ 129.16 | Repair |
| Johnny’s True Value | #2943 | \$ 116.02 | Supplies |
| Linde Gas & Equipment Inc. | #2944 | \$ 35.12 | Supplies |
| ProBilling | #2945 | \$ 138.14 | Supplies |
| Reliant | #2946 | \$ 300.08 | Electricity |
| SANTCANT Services | #2947 | \$ 300.00 | Website IT |
| U S Post Office | #2949 | \$ 102.00 | Post Office Box Rent |
| VTX Telecom, LLC | #2950 | \$ 164.78 | Phone & Internet |
| Willacy Co-op | #2952 | \$ 29.90 | Supplies |
| Willacy County | #2953 | \$ 4,332.00 | Health Insurance |
| Willacy County Appraisal | #2954 | \$ 9,556.55 | 1 st Quarter Allocation |
| Willacy County Tax Office | #2955 | \$ 30.00 | Tags |
| Willacy County Tax Collector | #2955 | \$ 22.00 | Renew Tags |
| Xerox | #2956 | \$ 316.89 | Copier Rent |
| | | \$ 55,423.37 | |

10. Take up such other matters as may properly be brought before the Board. Manager Greenhill noted that there will be no board meeting on March 2022 due to planting season. No other matters were brought before the board.
11. Adjournment. The motion was made and seconded that the meeting be adjourned, whereupon, the meeting was adjourned at 11:00 am.


 Terry Galle, President


 Melvin Gay, Secretary