

**TRINITY GLEN ROSE
GROUNDWATER CONSERVATION DISTRICT**

**ORDER CALLING DIRECTORS GENERAL ELECTION
ON MAY 4, 2024**

WHEREAS, the Board of Directors (the "Board") of the Trinity Glen Rose Groundwater Conservation District (the "District") must call an election (the "Election") for election of directors for District Precinct Nos. 1, 2, 3, and 5;

WHEREAS, the Board finds that the Election must be conducted on Saturday, May 4, 2024, a uniform date of election;

WHEREAS, the Board deems it necessary and appropriate to establish the procedures whereby such Election may be held;

IT IS, THEREFORE, ORDERED BY THE BOARD OF DIRECTORS OF THE TRINITY GLEN ROSE GROUNDWATER CONSERVATION DISTRICT THAT:

Section 1. Call of Election: Date: Eligible Electors: and Hours. The Election shall be held on Saturday, May 4, 2024, for the election of directors for the following positions:

Precinct 1 Director;

Precinct 2 Director;

Precinct 3 Director; and

Precinct 5 Director.

All registered voters residing within a District Precinct may vote for the Director for that Precinct.

The boundaries of the District's Precinct Nos. 1, 2, 3, and 5 are shown on the maps on file at the District's office located at 14789 Old Bandera, Ste. 105 Helotes, Texas 78023 and on the District's website at, <https://www.trinityglenrose.com/district-precincts>.

The hours during which the polling places are to be open for the Election shall be from 7 a.m. to 7 p.m.

Section 2. Election Final. That at said election, each of the foregoing named officers shall be voted upon separately and that the person receiving the highest number of votes for each office shall be elected to such office.

Section 3. Conduct of Election, Joint Election, and Appointment of Election Officers.
The Election shall be conducted by election officers in accordance with the Texas Election Code and the Constitution and laws of the State of Texas and the United States of America.

Pursuant to Chapter 31 and Chapter 271 of the Texas Election Code, the Board orders that this Election be conducted, supervised, and administered as a “Joint Election,” as defined by the Election Code, under the terms and conditions of a contractual services agreement with the Bexar County Elections Administrator (“Administrator”). The Board authorizes the District’s General Manager to enter into an agreement with the Administrator and sign all necessary documents for a joint election on behalf of the District. Chapter 31 of the Texas Election Code provides that the Administrator may contract with the governing body of a political subdivision situated wholly or partly within the County served by the Administrator to perform elections services in an election ordered by the political subdivision, and the Board is expressly authorizing this action. As authorized by Chapters 31 and 127 of the Texas Election Code, the Board appoints the Administrator as the Counting Station Manager, as the Tabulation Supervisor, and as the Presiding Judge for the Central Counting Station to perform the duties set forth therefore in the Texas Election Code for conducting the May 4, 2024 Election. In accordance with section 31.095, the Administrator is authorized and directed to perform or supervise the performance on behalf of the District of all the corresponding duties and functions that the Administrator performs in connection with a countywide election ordered by Bexar County. The District will pay the expenses of the Election in accordance with the election service contract.

The Bexar County Elections Administrator, Jacquelyn F. Callanen, 1103 S. Frio, Suite 200, San Antonio, Texas 78207, shall be appointed Election Officer. Amanda Maloukis, Trinity Glen Rose Groundwater Conservation District’s General Manager, shall be appointed Election Officer for the purpose of coordinating the Election with the Bexar County Elections Administrator, including, but not limited to, assisting in the collection of early-voting and absentee mail-in ballots.

Pursuant to Section 4.008 a copy of this Order shall be filed with the County Clerk/Elections Administrators and Voter Registrars no later than sixty (60) days before the Election. Pursuant to Election Code, chapter 32, the Board will appoint the election officials for early voting and for election day by separate order prior to the beginning of early voting.

Section 4. Voting Precincts. The boundaries and territory of each of the five District Precincts are hereby designated as the District's voting precincts for the Election.

Section 271.003 of the Texas Election Code provides that voters of a particular election precinct or a political subdivision may be served in a joint election by a common polling place located outside the boundary of the election precinct or political subdivision if the location can adequately and conveniently serve the affected voters and will facilitate the orderly conduct of the election. The Board adopts the polling places used by Bexar County for each election precinct that is wholly or partially within a District Precinct. The polling places for each Bexar County election precinct within each of the District's Precincts shall be the polling places for the District's Precinct. To the extent any polling place utilized by the District in the conduct of the Election is located outside the boundaries of the voting precinct to be served by the polling place, or outside the boundaries of the District, the Board specifically finds that the polling place selected by the District is convenient and will adequately serve the voters of the District.

The board of directors orders that the Election shall be conducted by the use of the voting systems in compliance with the HAVA and Section 61.012 of the Texas Elections Code, including the casing of early voting ballots.

Section 5. Appointment of Custodian of Records. Unless provided otherwise in the election services contract, the Board appoints the District's General Manager as the Custodian of Records ("Custodian") and agent to the Board to perform the duties related to the conduct and maintenance of records of the Election as required under the Texas Election Code during the period ending not earlier than the sixtieth (60th) day after the Election.

In accordance with Texas Election Code, section 1.007 a delivery, submission or filing with an employee of the District at the District's office constitutes filing with the District and Secretary.

Section 6: Candidates and Applications: Ballot. Pursuant to Texas Election Code Section 52.003, all qualified candidates for the office of director could, beginning on January 17, 2024, file an application to have their name printed on the election ballot with an employee of

the District at the District's office, located at, no later than 5 p.m. on February 16, 2024. The application must be signed by the applicant or by at least 10 qualified electors of the District's Precinct for which the applicant seeks the office of director. The name of any candidate qualified to serve as a director who timely filing for the office of director for the District's Precinct Nos. 1, 2, 3, or 5 will be placed upon the ballot along with blank spaces to write the names of other persons who timely file to be write-in candidates. The ballots will list the offices subject to election within each District as follows: Director, Precinct 1; Director, Precinct 2; Director, Precinct 3; and Director, Precinct 5.

Section 7. Election Information to be Provided in Spanish. The Administrator and Custodian appointed by the Board shall be responsible for the preparation of notices, instructions, orders, ballots and other written material pertaining to the election and shall cause each such document to be translated into and furnished to voters in both the English language and the Spanish language in order to aid and assist voters speaking Spanish as a primary or an alternative language to properly participate in the election process. In addition, the Administrator is hereby authorized and directed to make available to the voters having the need of an individual capable of acting as a translator and speaking both English and Spanish languages who will assist Spanish speaking voters in understanding and participating in the election process.

Section 8. Early Voting. Pursuant to Chapters 81 and 83 of the Texas Election Code, early voting will be conducted and the Board hereby appoints Bexar County Elections Administrator, Jacquelyn Callanen, 1103 S. Frio, Suite 200, San Antonio, Texas 78207 as the Early Voting Clerk for the Election. Other contact information for the Bexar County Elections Administrator is as follows; Telephone: (210)335-8683, Email: jcallanen@bexar.org, Website: <https://bexar.org/1568/Elections-Department>.

Early voting by appearance shall take place at those places designated by the Bexar County Elections Department as Bexar County Elections early voting places.

Early voting ballot applications and ballots voted by mail shall be addressed to the Early Voting Clerk at Bexar County Elections Administrator, Jacquelyn Callanen, 1103 S. Frio, Suite 200, San Antonio, Texas 78207. Early voting ballots will be accepted through 7:00 p.m. on May 4, 2024.

The Custodian shall collect any applications for ballots received by the District during the period allowed by the Texas Election Code for early voting by mail and shall deliver all such applications to the Early Voting Clerk at the above address.

The person named as the presiding judge for the Bexar County elections is hereby appointed as presiding judge of the District's early voting ballot board, to count and return early voting ballots in accordance with the Texas Election Code. The presiding judge shall appoint two or more election clerks, and such judge and clerks shall constitute the early voting ballot board and shall perform the duties set forth for such board in the Texas Election Code.

Section 9. Canvassing of Returns: Declaring Results. The Bexar County Elections Administrator, as Presiding Judge of the Central Counting Station, shall make a written return of the Election results to the Board in accordance with the Election Code. The Board shall canvass the returns and declare the results of the Election.

Section 10. Notice of Election. Notice of the Election, stating in substance the contents of this Order, shall be published one time in the English and Spanish languages, in a newspaper published within the District at least 14 days and no more than 30 days before the Election and as otherwise may be required by the Texas Election Code. Notice of the Election shall also be posted on the bulletin board used by the Board to post notices of the Board's meetings no later than the 21st day before the Election, or if the 21st day before the Election falls on a weekend or holiday, on the first business day thereafter.

Section 11. Authorization to Execute. The Board Chair is authorized to execute and the Secretary of the Board is authorized to attest this Order on behalf of the Board; and the Board Chair, Board Secretary, Board Assistant Secretary, Administrator, and Custodian are each authorized to do all other things legal and necessary in connection with the holding and consummation of the Election. The Board finds that notice of the date, place, and subject of this meeting was posted in accordance with the terms and provisions of the Texas Open Meetings Act at least 72 hours preceding the scheduled time of this meeting.

Section 12. Effective Date. This Order is effective immediately upon its passage and approval.

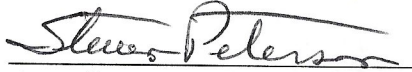
Section 13. Severability. If any provision, section, sentence, clause, or phrase of this Order is held by any reason to be invalid, such invalid portions shall not affect the validity of the remaining portions of this Order.

PASSED AND APPROVED this 8 th day of February, 2024.



Stuart Birnbaum
Vice Chair, Board of Directors
Trinity Glen Rose Groundwater Conservation
District

ATTEST:



Asst. Secretary, Board of Directors
Trinity Glen Rose Groundwater Conservation District