

CERTIFICATE OF ORDER

STATE OF TEXAS §
COUNTY OF WALLER §
BROOKSHIRE MUNICIPAL WATER DISTRICT §

We the undersigned officers of the Board of Directors (the "Board") of **BROOKSHIRE MUNICIPAL WATER DISTRICT** (the "District") hereby certify as follows:

The Board convened in regular session, open to the public, on Monday, February 5, 2024, at 6:00 p.m., at 4004 6th Street, Brookshire, Texas, and the roll was called of the members of the Board, to-wit:

Stephanie Green	President
LaKethia Connor	Vice President
Erin Jackson	Secretary
Shirley Williams	Investment Officer
<i>Vacant</i>	Director

All members of the Board were present, thus constituting a quorum. Whereupon among other business, the following was transacted at such meeting: A written

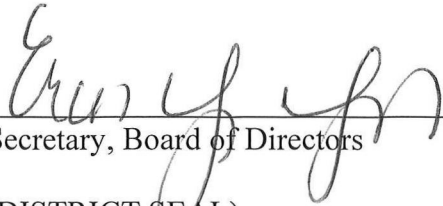
ORDER CALLING DIRECTORS ELECTION


was duly introduced for the consideration of the Board. It was then duly moved and seconded that such Order be adopted; and after full discussion, such motion, carrying with it the adoption of such Order prevailed, carried, and became effective by the following vote:

AYES: 4 **NOES:** 0

A true, full and correct copy of the aforesaid Order adopted at the meeting described in the above and foregoing paragraph is attached to and follows this Certificate; such Order has been duly recorded in the Board's minutes of such meeting; the above and foregoing paragraph is a true, full, and correct excerpt from the Board's minutes of such meeting pertaining to the adoption of such Order; the persons named in the above and foregoing paragraph are the duly chosen, qualified, and acting officers and members of the Board as indicated therein; each of the officers and members of the Board are duly and sufficiently notified officially and personally, in advance, of the time, place, and purpose of such meeting, and that such Order would be introduced and considered for adoption at such meeting, and each of the officers and members consented, in advance, to the holding of such meeting for such purpose; and such meeting was open to the public and public notice of the time, place, and purpose of such meeting was given, all as required by Chapter 551, Texas Government Code and Section 49.063, Texas Water Code, as amended.

SIGNED this 5th day of February, 2024.


Secretary, Board of Directors


President, Board of Directors

(DISTRICT SEAL)



ORDER CALLING DIRECTORS ELECTION

**THE STATE OF TEXAS
COUNTY OF WALLER
BROOKSHIRE MUNICIPAL WATER DISTRICT**

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WHEREAS, pursuant to Section 49.103, Texas Water Code, as amended, and Sections 41.001 and 41.0052, Texas Election Code, as amended, Brookshire Municipal Water District (the "District") is required to hold a Directors Election on the first (1st) Saturday in May, 2024 (the "Election"); and

WHEREAS, the Board of Directors (the "Board") of the District deems it necessary and appropriate to establish the procedures whereby such Election may be held; and

WHEREAS, the Board has determined that the number of registered voters in the District is more than 1,000, which pursuant to Section 85.005(b), Texas Election Code, as amended, requires that the polls be open for early voting for a minimum of nine (9) hours each weekday, except legal state holidays; and

WHEREAS, Section 61.012, Texas Election Code requires that the District must provide at least one (1) accessible voting system in each polling place used in the Election, which must comply with State and federal laws setting the requirements for voting systems that permit voters with physical disabilities to cast a secret ballot; and

WHEREAS, Sections 123.032 and 123.035, Texas Election Code authorize the acquisition of voting systems by local political subdivisions and further mandate certain minimum requirements for contracts relating to the acquisition of such voting systems; and

WHEREAS, the Office of the Texas Secretary of State has certified that the Hart Intercivic Verity 2.5 Duo Voting System provided by the Waller County Office of the Elections Administrator is an accessible voting system that may legally be used in Texas elections; and

WHEREAS, Section 271.002, Texas Election Code provides that if elections ordered by the authorities of two (2) or more political subdivisions are to be held on the same day in all or part of the same county, the governing bodies of the political subdivisions may enter into an agreement to hold the elections jointly in the election precincts that can be served by common polling places; and

WHEREAS, the Board has determined that it will conduct a joint election with, and such election will be administered by, the Waller County Office of Elections Administrator pursuant to the Joint Election Agreement and Contract for Election Services.

NOW, THEREFORE, BE IT ORDERED BY THE BOARD OF DIRECTORS OF BROOKSHIRE MUNICIPAL WATER DISTRICT, THAT:

I.

An Election shall be held for and within the District between the hours of 7:00 a.m. and 7:00 p.m. on the 4th day of May, 2024, at the polling places described on the attached **Exhibit "A,"** which may be updated subsequent to the adoption of this Order, as additional polling places are identified by Waller County, for the election of Director Position Nos. 3, 4, and 5 for the District, each of which shall serve a four (4) year term.

II.

Such Election shall be held and conducted in all respects as provided by law for general elections, except as provided by Chapter 49, Texas Water Code, as amended.

III.

All duly qualified resident voters of the District shall be allowed to vote at such Election.

IV.

The Board hereby designates its Attorney, Radcliffe Adams Barner PLLC ("Attorney" or "Designated Agent"), America Tower, 2929 Allen Parkway, Suite 3450, Houston, Texas 77019-7120, as designated agent for purposes of the Election, and any and all documents required to be filed with or notices required to be given by the Secretary of the Board under the provisions of the Texas Election Code shall be deemed filed and notices shall be deemed given if filed with or given to the District's Designated Agent.

V.

Written applications for the listing of a candidate for director on the ballot, signed by the candidate, shall be received by the Designated Agent from Wednesday, January 17, 2024, until 5:00 p.m. on Friday, February 16, 2024. No person shall be nominated or elected a director unless such person is qualified to serve under applicable law. Write-in candidates must make a declaration of write-in candidacy with the District's Designated Agent no later than 5:00 p.m. on Tuesday, February 20, 2024.

VI.

The Secretary or any Assistant Secretary of the Board shall notify the President or Vice President of the Board not earlier than 5:00 p.m., Tuesday, February 20, 2024, which time is past the deadline in which write-in candidates shall have to declare their intent to run for office and past the deadline for receipt of Applications for Place on Ballot, for purposes of this Election, the names of any candidates for the three (3) positions on the Board of the District. If each candidate whose name is to appear on the ballot is unopposed, no proposition is to appear on the ballot, and no person has declared as a write-in candidate prior to the deadline therefore, then the Secretary or any Assistant Secretary of the Board shall certify in writing that a candidate is

unopposed for election in accordance with the provisions of Section 2.052, Texas Election Code, as amended, no earlier than Tuesday, February 20, 2024, after 5:00 p.m. Upon receipt of such certification, the Board, by Order, and in accordance with the provisions of Section 2.053, Texas Election Code, as amended, shall declare each unopposed candidate elected to office, in which case the Election provided for in this Order shall not be held.

VII.

The Secretary of the Board shall give notice of the purpose of such Election, the offices to be voted on, and the early voting and Election Day polling places pursuant to Section 4.003(a)(2), Texas Election Code, as amended, by posting a Notice of Election with the requisite Waller County translation(s) in a public place in each Election precinct that is within the boundaries of the District, not later than Saturday, April 13, 2024. In addition, pursuant to Section 4.003(b), Texas Election Code, as amended, a Notice of Election with the requisite Waller County translation(s) may be posted on the bulletin board used for posting notices of meetings of the Board of the District not later than Saturday, April 13, 2024; provided, further, that if the polling location(s) has changed from the previous election, Notice of Election with the requisite Waller County translation(s) shall also be posted at the location(s) of the old polling place(s).

VIII.

The District hereby adopts the Hart Intercivic Verity 2.5 Duo Voting System to be used for all elections held by the District from the date of this Order. At least one (1) Hart Intercivic Verity 2.5 Duo Voting System shall be provided in each polling place in every polling location used to conduct the Election. The Hart Intercivic Verity 2.5 Duo Voting System may be acquired by any legal means available to the District, including, but not limited to, lease or rental from, or joint election with, Waller County or from any other legal source, as authorized or required by Sections 123.032 and 123.035, Texas Election Code.

IX.

Voting shall be by the use of Hart Intercivic Verity 2.5 Duo Voting System which shall be printed in English and Spanish. The ballots used in the Election shall have printed thereon the names of the candidates for the office of director and blank spaces for write-in votes. The voter may vote for up to one (1) person per position for director by writing the candidates name in the blank spaces provided if there are any declared write-in candidates.

X.

The ballots for such Election shall be prepared in sufficient number and in conformity with the Texas Election Code, as amended, and shall be substantially as follows:

Directors Election
Saturday, May 4, 2024

OFFICIAL BALLOT

Hart Intercivic Verity 2.5 Duo Voting System Instructions:

To vote for the candidate of your choice in each race, select your choice(s) on the touch screen or rotate the MOVE wheel to highlight none or one (1) candidate of your choice. When your choices are highlighted in green, press the NEXT button.

Position 3 _____

Position 4 _____

Position 5 _____

The order in which the candidates' names appear on such ballot shall be determined at a drawing to be held under the supervision of the Secretary of the Board in compliance with Section 52.094, Texas Election Code, as amended. Any write-in votes cast in said Election shall not be counted unless the name appears on the list of write-in candidates.

XI.

The officers of such Election shall be appointed by the Waller County Elections Administrator.

XII.

Early Voting by personal appearance shall be conducted beginning on Monday, April 22, 2024 and ending on Tuesday, April 30, 2024, at the times and locations listed on the attached **Exhibit "B."**

The Early Voting Clerk shall receive applications for early voting ballots by mail through Tuesday, April 23, 2024, which is 11 days prior to the Election. The Early Voting Clerk shall receive voted early voting ballots through 7:00 p.m. on Saturday, May 4, 2024, if the ballot is not postmarked, or through 5:00 p.m. on Monday, May 6, 2024, if the ballot is postmarked. Applications for voting by mail may be obtained from and mailed to the Waller County Elections Administrator/Early Voting Clerk at:

If by regular mail or
common/contract courier:

Christy A. Eason
Waller County Elections Administrator
816 Wilkins Street
Hempstead, Texas 77445

If by email:

vote@wallercounty.us or
<https://www.brookshiremwd1.org/elections-information>

If by facsimile:

979-826-7645

The Early Voting Clerk/Election Administrator's phone number is 979-826-7643 and internet website is: [https://www.co.waller.tx.us/\[page\]\[Elections.current\]](https://www.co.waller.tx.us/[page][Elections.current]).

XIII.

Immediately after such Election, the Election officers shall make returns of the results in triplicate. One (1) copy shall be retained by the Presiding Judge, one (1) copy shall be delivered to the President of the Board, and one (1) copy shall be delivered to the Secretary of the Board.

XIV.

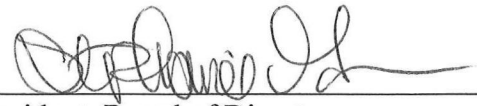
The President or Vice President and Secretary or any Assistant Secretary of the Board are hereby authorized to evidence adoption of this Order and directed to do any and all things legal and necessary in connection with the holding and consummation of such Election and to carry out the intent hereof.

XV.

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 portion of this Order.

(EXECUTION PAGE FOLLOWS)

WITNESS OUR HANDS AND THE SEAL OF THE DISTRICT this 5th day of February, 2024.



President, Board of Directors

ATTEST:



Secretary, Board of Directors

(DISTRICT SEAL)



EXHIBIT "A"

**Election Day
Polling Places**

EXHIBIT "B"

**Early Voting
Polling Places**

**JOINT ENTITY ELECTION
MAY 4, 2024
EARLY VOTING LOCATIONS**

MAIN EARLY VOTING LOCATION:

WALLER COUNTY ROAD AND BRIDGE ANNEX
775 HWY 290, HEMPSTEAD, TX

BRANCH LOCATIONS:

WALLER COUNTY COMMUNITY CENTER
21274 FM 1098 PRAIRIE VIEW, TX

WALLER CIVIC CENTER
3007 WALLER STREET, WALLER, TX

BROOKSHIRE CONVENTION CENTER
4027 5TH STREET, BROOKSHIRE, TX

Monday	April 22	8 AM – 5 PM
Tuesday	April 23	8 AM – 5 PM
Wednesday	April 24	8 AM – 5 PM
Thursday	April 25	8 AM – 5 PM
Friday	April 26	8 AM – 5 PM
Saturday	April 27	8 AM – 5 PM
Monday	April 29	8 AM – 5 PM
Tuesday	April 30	8 AM – 5 PM

**APPLICATIONS FOR BALLOT BY MAIL
CAN BE MAILED TO:**
*Christy A. Eason
Elections Administrator
816 Wilkins St.
Hempstead, Tx 77445*