

**TARRANT COUNTY COLLEGE
DISTRICT BOARD OF TRUSTEES**

RESOLUTION AND ORDER FOR ELECTION

On this 23rd day of January 2025, the Board of Trustees of the Tarrant County College District (“District”) convened in regular session with a quorum of its members present, and among other proceedings had by said Board of Trustees were the following:

WHEREAS, in accordance with state law, the Board of Trustees has adopted a single member district plan which provides for seven single member districts; and

WHEREAS, on May 3, 2025, the first Saturday in May 2025, the terms of office of the following trustees of Single Member Districts will expire, to-wit: Place Six and Place Seven; and

WHEREAS, the laws of the State of Texas provide that an election for trustees for said College District shall be held on May 3, 2025, the first Saturday in May, and said laws further provide that said election shall be ordered by the Board of Trustees of said District;

BE IT RESOLVED AND HEREBY ORDERED; that the Board of Trustees of the Tarrant County College District, in accordance with the local and special laws of the Legislature of the State of Texas, the general state laws and local policies pertaining to the election of college trustees, does hereby adopt the following **ORDER OF ELECTION**.

ORDER OF ELECTION

BE IT ORDERED by the Board of Trustees of Tarrant County College District that on May 3, 2025, there shall be a general election for the purpose of electing two (2) members to the Board of Trustees. One member shall be elected from Single Member District Six to serve a six (6) year term, or until a successor has been duly elected and qualified. One member shall be elected from Single Member District Seven to serve a six (6) year term, or until a successor has been duly

elected and qualified; and

BE IT FURTHER ORDERED that the member to be elected from Single Member District Six shall be elected by the qualified voters of Single Member District Six; The member to be elected from Single Member District Seven shall be elected by the qualified voters of Single Member District Seven; and

BE IT FURTHER ORDERED that all candidates seeking election as a member from Single Member District Six must reside within Single Member District Six; all candidates seeking election as a member from Single Member District Seven must reside within Single Member District Seven; and

BE IT FURTHER ORDERED that each candidate must reside in the specific Single Member District for which they seek election for six (6) months preceding the final day to file for such office, the final day to file being February 14, 2025; and

BE IT FURTHER ORDERED that every candidate must designate that he or she is a candidate for Single Member District Six or Seven on his or her application to become a candidate. Such application shall be filed with the Secretary of the Board, or his/her designee, not later than 5:00 p.m. on the 14th day of February, 2025; and

BE IT FURTHER ORDERED that on the first Saturday in May 2025, being the 3rd day of May, 2025, the election shall be held from 7:00 a.m. to 7:00 p.m. If no candidate receives a majority of the votes cast for the office for which he or she is a candidate, a runoff election shall be held on June 7, 2025, which is a date not earlier than the 20th or later than the 45th day after the date the final canvass of the main election is completed. Only the names of the two candidates who received the highest number of votes for the office for which a runoff is required shall be placed on the ballot for such runoff election; and

BE IT FURTHER ORDERED that this election shall be administered by Tarrant County

and conducted as a joint election with Tarrant County, and other participating entities in precincts that can be served by common polling places pursuant to Chapter 271 of the Texas Election Code. All election judges, alternate judges, clerks, members of the early voting ballot board, central counting station officials, and other personnel designated by Tarrant County to conduct the election in the precincts covered by this Order are hereby appointed and confirmed. Tarrant County shall furnish all necessary election equipment, programming, ballots, and other election supplies necessary for a lawful election pursuant to the terms of the contract between the County and the College District. All voting at the election shall be by the method provided by the Commissioners' Court of Tarrant County, Texas, for use in elections held in Tarrant County, Texas, under the conditions provided for by the contract between Tarrant County and the College District; and

BE IT FURTHER ORDERED that notice of said election shall be given by publishing the Election Order, or information substantially similar, in a newspaper in Tarrant County, Texas, and by posting Notice of this **ORDER OF ELECTION**. Notice shall be posted prior to April 12, 2025 on the bulletin board used for posting notice of trustee meetings of the Tarrant County College District. Notice shall be published between the dates of April 3, 2025 and April 23, 2025 in accordance with Section 4.003, Texas Election Code. Additionally, the President of the Board of Trustees, or his/her designee, shall deliver notice of this election to the Tarrant County Clerk not later than the 60th day before the election (March 4, 2025). Copies of the Order of Election and the Notice of Election shall be posted on the District's website; and

BE IT FURTHER ORDERED that Clint Ludwig is hereby appointed Early Voting Clerk; whose mailing address is P.O. Box 961011, Fort Worth, Texas 76161-0011 and whose street address is 2700 Premier Street, Fort Worth, Texas 76111. Applications for ballots by mail should be directed in writing to Mr. Client Ludwig, Tarrant County Early Voting Clerk, at PO Box 961011, Fort Worth, Texas 76161-0011, by regular mail, by common or contract carrier, by telephonic

facsimile machine at 817-850-2344, or by electronic transmission of a scanned application containing an original signature to the following email address: votebymail@tarrantcounty.com. The application form may be downloaded from the County's website at elections.tarrantcounty.com/ballotbymail. An application must be received by the Clerk for Early Voting by 5:00 o'clock p.m. on April 22, 2025. If an application for ballot by mail (ABBM) is faxed or emailed, or if a federal postcard application (FPCA) is faxed, then the applicant must submit the original application to the appropriate Early Voting Clerk by mail so that the Clerk receives the original not later than the fourth (4th) business day after receiving the emailed or faxed ABBM or faxed FPCA. If the Early Voting Clerk does not receive the original ABBM or FPCA by this deadline, then the emailed or faxed ABBM or faxed FPCA is incomplete, and the Clerk cannot send the applicant a ballot; and

BE IT FURTHER ORDERED that early voting for the election of College District Trustees shall be held at the times, dates and locations identified and listed on **Attachment A**, which is made part of the Election Order. The Board finds, determines, and declares that those designated early polling locations, can adequately and conveniently serve the affected voters of this College District and will facilitate the orderly conduct of this election; and

BE IT FURTHER ORDERED that the Board of Trustees of the Tarrant County College District adopts those locations identified and listed in **Attachment B**, which is made a part of this Election Order, as the Election Day polling locations for this Trustee election. Each Election Day site is located within the College District and will serve as precincts and polling places for those voters in the Tarrant County election precinct(s) which are assigned to said polling place for the May 3, 2025 election and any runoff, if necessary; and

BE IT FURTHER ORDERED, that immediately after the election, each presiding election judge for each precinct shall make, or cause to be made, returns of the results to the Board of

Trustees. The Board of Trustees shall canvass the returns and declare the results not later than the 11th day after election day (May 14, 2025) or earlier than the later of the following: (1) the third (3rd) day after the election (May 6, 2025); (2) the date on which the early voting ballot board has verified and counted all provisional ballots, if a provisional ballot has been cast in the election; or (3) the date on which all timely received ballots cast from addresses outside the United States are counted, if a ballot to be voted by mail in the election was provided to a person outside of the United States; and

BE IT FURTHER ORDERED that the President and Secretary of the Board of Trustees are hereby authorized and directed, on behalf of the Board of Trustees, to evidence adoption of this Resolution and Order and to do any and all things legal and necessary in connection with the holding and consummation of such election and to give effect to the intent and purpose of this Order. Mr. Reginald Gates, Vice Chancellor for Communications and External Affairs, in consultation with the Chancellor, is hereby authorized to serve as the College District's representative to coordinate with Tarrant County and the other entities to the Joint Election in accordance with the laws of this State; and

BE IT FURTHER ORDERED that all election materials including the notice of election, ballots, instruction cards, affidavits, and other forms which the voter may be requested to sign, and all early voting materials, shall be printed in English, Spanish, Chinese, and Vietnamese, or Spanish, Chinese and Vietnamese translations thereof shall be made available in the circumstances permitted and the manner required by law; and

BE IT FURTHER ORDERED that pursuant to Section 63.0013 of the Texas Election Code, an election officer may give voting order priority to individuals with a mobility problem that substantially impairs the person's ability to move around. A person assisting an individual with a mobility problem may also, at the individual's request, be given voting order priority.

Disabilities and conditions that may qualify for voting order priority include paralysis, lung disease, the use of portable oxygen, cardiac deficiency, severe limitation in the ability to walk due to arthritic, neurological, or orthopedic condition, wheelchair confinement, arthritis, foot disorder, the inability to walk 200 feet without stopping to rest, or use of a brace, cane, crutch, or other assistive device; and

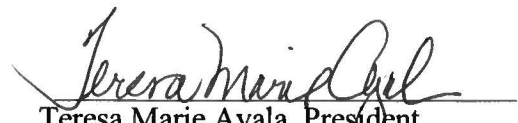
BE IT FURTHER ORDERED that this Resolution and Order shall be in effect immediately upon its passage and approval. The Board of Trustees officially finds, determines, recites, and declares that a sufficient written notice of the date, hour, place and subject of this meeting of the Board of Trustees was posted at a place convenient to the public and for the time required by the open meetings law, Chapter 551, Texas Government Code; and that this meeting was open to the public as required by law at all times during which this resolution and the subject matter thereof was discussed, considered and formally acted on.

MOTION was made by Kenneth Barr, seconded by Shannon Wood, the Resolution and Order above and foregoing, be passed, approved, and adopted.

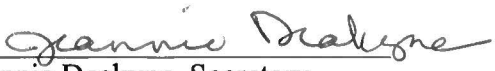
FOR: 7

AGAINST: 0

The above Resolution and Order was voted on at a regular meeting that the Board of Trustees held on the 23rd day of January 2025.


Teresa Marie Ayala, President
Board of Trustees
Tarrant County College District

ATTEST:


Jeannie Deakyne, Secretary
Board of Trustees
Tarrant County College District