



## NOTICE OF A MEETING

**(In compliance with Sec. 551.041, Et. Seq., Tex. Gov't. Code)**

Notice is hereby given of a Crime Control and Prevention District Meeting to be held on Monday, February 8, 2021, at 7:00 p.m. via videoconferencing. All agenda items are subject to action. The Crime Control and Prevention District Board reserves the right to meet in closed session on any agenda item should the need arise and if applicable pursuant to authorization by Title 5, Chapter 551, of the Texas Government Code.

Pursuant to Section 418.016 of the Texas Government Code, on March 16, 2020, the Governor of the State of Texas granted the Office of the Attorney General's request for the temporary suspension of certain provisions of the Texas Open Meetings Act to allow for telephonic or videoconference meetings of governmental bodies that are accessible to the public in an effort to reduce in-person meetings that assemble large groups of people, as a precautionary measure to contain the spread of novel coronavirus COVID-19.

Accordingly, the public will not be allowed to be physically present at this Crime Control and Prevention District Meeting but the meeting will be available to members of the public and allow for two-way communications for those desiring to participate via telephone. To attend the meeting via telephone, please use the following toll-free number: **346-248-7799 along with Webinar ID: 893 9752 9747.**

**If you do not wish to participate via telephone, you can view a live broadcast of the meeting on YouTube at <https://www.jerseyvillagetx.com/page/city.livestream>.**

Any person interested in speaking during the public comment item on the agenda must submit his/her request via email to the City Secretary at [lcoody@jerseyvillagetx.com](mailto:lcoody@jerseyvillagetx.com). The request must include the speaker's name, address, topic of the comment and the phone number that will be used for teleconferencing. The request must be received no later than 12:00 p.m. on February 8, 2021.

### **The following will be observed by the public participating in the meeting:**

- Callers will be called upon to speak by the Board President.
- Once called upon for public comment, speakers should state their name and address before speaking.
- Callers will mute their phone unless called upon to speak (*to eliminate background noise*).
- Callers should use handsets rather than speakerphone whenever possible.

The agenda packet is accessible to the public at the following link: [https://www.jerseyvillagetx.com/page/ccpd.ags\\_mins](https://www.jerseyvillagetx.com/page/ccpd.ags_mins).

For more information or questions concerning the teleconference, please contact the City Secretary at 713-466-2102. The agenda items for this meeting are as follows:

## AGENDA

- A. Open Meeting. Call the meeting to order and the roll of appointed officers will be taken.

- B. CITIZENS' COMMENTS - Any person who desires to address the Crime Control and Prevention District (CCPD) Board regarding an item on the agenda will be heard at this time. In compliance with the Texas Open Meetings Act, unless the subject matter of the comment is on the agenda, the City staff and CCPD Members are not allowed to discuss the subject. Each person is limited to five (5) minutes for comments to the CCPD Board.
- C. Consider approval of the minutes of the CCPD Meeting held on August 17, 2020. *Lorri Coody, City Secretary*
- D. Receive Resolution 2021-05 from the City Council of the City of Jersey Village, requesting a referendum on the continuation of the Jersey Village Crime Control and Prevention District for five (5) years. *Board Chairman*
- E. Consider Resolution No. 2021-01, ordering a special election to be held on May 01, 2021 for the purpose of holding a referendum on the continuation of the District and providing details relating to the holding of such election.
- F. Adjourn

### CERTIFICATION

I, the undersigned authority, do hereby certify in accordance with the Texas Open Meeting Act, the Agenda is posted for public information, at all times, for at least 72 hours preceding the scheduled time of the meeting on the bulletin board located at City Hall, 16327 Lakeview, Jersey Village, TX 77040, a place convenient and readily accessible to the general public at all times, and said Notice was posted on the following date and time: February 1, 2021 at 2:00 p.m. and remained so posted until said meeting was convened.

\_\_\_\_\_  
Lorri Coody, City Secretary



In compliance with the Americans with Disabilities Act, the City of Jersey Village will provide for reasonable accommodations for persons attending public meetings. Request for accommodations must be made to the City Secretary by calling 713 466-2102 forty-eight (48) hours prior to the meetings. Agendas are posted on the Internet Website at [www.jerseyvillagetx.com](http://www.jerseyvillagetx.com).

"Pursuant to Section 30.06, Penal Code (trespass by license holder with a concealed handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a concealed handgun."

"Pursuant to Section 30.07, Penal Code (trespass by license holder with an openly carried handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a handgun that is carried openly."

- B. CITIZENS' COMMENTS - Any person who desires to address the Crime Control and Prevention District (CCPD) Board regarding an item on the agenda will be heard at this time. In compliance with the Texas Open Meetings Act, unless the subject matter of the comment is on the agenda, the City staff and CCPD Members are not allowed to discuss the subject. Each person is limited to five (5) minutes for comments to the CCPD Board.

**MINUTES OF THE MEETING OF THE JERSEY VILLAGE CRIME CONTROL AND PREVENTION DISTRICT MEETING HELD ON AUGUST 17, 2020 AT 7:00 P.M. PURSUANT TO SECTION 418.016 OF THE TEXAS GOVERNMENT CODE**

Pursuant to Section 418.016 of the Texas Government Code, on March 16, 2020, the Governor of the State of Texas granted the Office of the Attorney General's request for the temporary suspension of certain provisions of the Texas Open Meetings Act to allow for telephonic or videoconference meetings of governmental bodies that are accessible to the public in an effort to reduce in-person meetings that assemble large groups of people, as a precautionary measure to contain the spread of novel coronavirus COVID-19.

Accordingly, the public was not allowed to be physically present at this Crime Control and Prevention District Meeting for the City of Jersey Village, Texas, but the meeting was available to members of the public and allowed for two-way communications for those desiring to participate via telephone with the following toll-free number: **346-248-7799 along with Webinar ID: 996 4756 1809.**

- A. Open Meeting** - The meeting was called to order at 7:00 p.m. by President Andrew Mitcham, with the following present:

President, Andrew Mitcham  
Director, Drew Wasson  
Director, James Singleton  
Director, Greg Holden  
Director, Bobby Warren  
Director, Gary Wubbenhorst  
Director, Sheri Sheppard

City Manager, Austin Bless  
City Secretary, Lorri Coody  
City Attorney, Justin Pruitt

Staff in attendance: Kirk Riggs, Chief of Police; Mark Bitz, Fire Chief; Isabel Kato, Director of Finance; Robert Basford, Director of Parks and Recreation; Harry Ward, Director of Public Works; and Bob Blevins, IT Director.

- B. CITIZENS' COMMENTS** - Any person who desires to address the Crime Control and Prevention District (CCPD) Board regarding an item on the agenda will be heard at this time. In compliance with the Texas Open Meetings Act, unless the subject matter of the comment is on the agenda, the City staff and CCPD Members are not allowed to discuss the subject. Each person is limited to five (5) minutes for comments to the CCPD Board.

There were no public comments.

- C. Consider approval of the minutes of the CCPD Meetings held on July 21, 2020.**

Director Wubbenhorst moved to approve the minutes for the meeting held on July 21, 2020. Director Warren seconded the motion. The vote follows:

Ayes: Directors Wasson, Holden, Warren, Singleton, Wubbenhorst, and Sheppard  
President Mitcham

Nays: None

The motion carried.

- D. Conduct a public hearing on the proposed Jersey Village Crime Control and Prevention District's Budget for the fiscal year 2020-2021.**

**REGULAR MEETING OF THE JERSEY VILLAGE  
CRIME CONTROL AND PREVENTION DISTRICT – August 17, 2020**

President Mitcham opened the Public Hearing at 7:04 p.m., giving all interested parties the right to appear and be heard on the proposed fiscal year 2020-2021 Crime Control and Prevention District (CCPD) budget.

President Mitcham called upon Chief of Police, Kirk Riggs to give a presentation on the CCPD budget. Accordingly, Chief of Police Riggs gave a short presentation that included the supplementals being requested for FY 2020-21 as follows:

Crime Control Prevention District			
50-27-5523	STEP Funding Increase	Police	\$ 20,000
50-27-5523	Moving 1 Officer to be paid from CCPD	Police	\$ 102,000
50-27-3504	New uniforms that last longer and wear better	Police	\$ 11,000
50-27-3505	Ammo/Targets for 2 weapons qualifications per year	Police	\$ 4,000
50-27-3523	Taser cartridges and supplies including training	Police	\$ 7,200
50-27-3523	Ballistic Vests	Police	\$ 13,000
50-27-3523	Protective Gear, ballistic plates, carriers, helmets	Police	\$ 43,900
50-27-4599	Card Reader/Video equipment for Property Room	Police	\$ 4,500
50-27-5029	FBI National Academy - Exec. Leadership Training	Police	\$ 4,000
50-27-6572	Update Police Dept Audio/Video in Training Room/EOC	Police	\$ 6,000
50-27-6572	4 more Flock Cameras - to be placed at Apt's.	Police	\$ 8,000
<b>FUND TOTAL:</b>			<b>\$ 223,600</b>

In addition to the supplementals, there are plans to purchase two (2) patrol vehicles, which will be Chevrolet Tahoes that are fully outfitted for \$49,575 each. These will be purchased under the City's Vehicle Replacement Program.

President Mitcham then called upon anyone wishing to speak at the public hearing. With no one signing up to speak, President Mitcham closed the Public Hearing at 7:08 p.m.

After closing the public hearing there were a few questions for the Chief, which he answered accordingly.

**E. Consider Resolution No. 2020-03, adopting a budget for the ensuing fiscal year, beginning October 1, 2020, and ending September 30, 2021 in accordance with Chapter 363 of the Texas Local Government Code and the alternative procedures adopted by the District; and providing for the effective date thereof.**

With limited discussion on the matter, Director Singleton moved to approve Resolution No. 2020-03, adopting the Jersey Village Crime Control and Prevention District's Budget for fiscal year 2020-2021. Director Holden seconded the motion. The vote follows:

Ayes: Directors Wasson, Holden, Warren, Singleton, Wubbenhorst, and Sheppard  
President Mitcham

Nays: None

The motion carried.

RESOLUTION NO. 2020-03

REGULAR MEETING OF THE JERSEY VILLAGE  
CRIME CONTROL AND PREVENTION DISTRICT – August 17, 2020

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CRIME CONTROL AND PREVENTION DISTRICT OF THE CITY OF JERSEY VILLAGE, TEXAS, ADOPTING A BUDGET FOR THE ENSUING FISCAL YEAR, BEGINNING OCTOBER 1, 2020, AND ENDING SEPTEMBER 30, 2021, IN ACCORDANCE WITH CHAPTER 363 OF THE TEXAS LOCAL GOVERNMENT CODE AND THE ALTERNATIVE PROCEDURES ADOPTED BY THE DISTRICT; AND PROVIDING FOR THE EFFECTIVE DATE THEREOF.

**F. Election and appointment of officers – President, Vice President, and Secretary for the term, which will begin on September 1, 2020 and will end August 31, 2021.**

Director Wubbenhorst moved to nominate Andrew Mitcham as President for the 2020-2021 term of office; Bobby Warren as Vice President for the 2020-2021 term of office; and the City of Jersey Village City Secretary as Board Secretary for the 2020-2021 term of office. Director Holden seconded the nominations.

There being no other nominations for these Offices, the vote follows on the motion:

Ayes: Directors Wasson, Holden, Singleton, Wubbenhorst, and Sheppard

Nays: None

Abstain: Director Warren and President Mitcham

The motion carried.

**G. Adjourn**

With no other items to be addressed by the Board, the meeting was adjourned at 7:14 p.m.



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Lorri Coody, Board Secretary

**CITY OF JERSEY VILLAGE, TEXAS  
CRIME CONTROL AND PREVENTION DISTRICT  
AGENDA REQUEST**

**AGENDA DATE:** February 8, 2021

**AGENDA ITEM:** D

**AGENDA SUBJECT:** Receive Resolution 2021-05 from the City Council of the City of Jersey Village, Texas, requesting a referendum on the continuation of the Jersey Village Crime Control and Prevention District for five (5) years.

**Department/Prepared By:** Lorri Coody    **Date Submitted:** January 21, 2021

**EXHIBITS:** City of Jersey Village [Resolution 2021-05](#)

<b>BUDGETARY IMPACT:</b>	Required Expenditure:	\$
	Amount Budgeted:	\$
	Appropriation Required:	\$

**CITY MANAGER APPROVAL:**

**BACKGROUND INFORMATION:**

At its January 18, 2021 City Council Meeting, the City Council of the City of Jersey Village approved and adopted Resolution 2021-05.

The Resolution requested that the Board of Directors of the Jersey Village Crime Control and Prevention District order a referendum to be held on May 1, 2021, for the continuation of the Jersey Village Crime Control and Prevention District and the extension of a local sales and use tax for a period of five (5) years, as authorized by Subchapter F of Chapter 363, Texas Local Government Code, so that the Jersey Village Crime Control and Prevention District will be continued through the year 2026 if the continuation is approved by a majority of voters in the election held on May 1, 2021.

This item is to receive the request approved by the City Council in Resolution 2021-05.

**RECOMMENDED ACTION:**

No motion is necessary. The CCPD Board President shall announce the receipt of Resolution 2021-05.

**RESOLUTION NO. 2021-05**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, REQUESTING A REFERENDUM ON THE CONTINUATION OF THE JERSEY VILLAGE CRIME CONTROL AND PREVENTION DISTRICT.**

**WHEREAS**, the City of Jersey Village, Texas (“City”) is a home rule city acting under its charter adopted by the electorate pursuant to Article XI, Section 5, of the Texas Constitution and Chapter 9 of the Local Government Code; and

**WHEREAS**, on May 2, 1998, the citizens of the City voted to establish a Crime Control and Prevention District (the “District”) within the City; and

**WHEREAS**, Chapter 363, Texas Local Government Code, provides that a District expires or is dissolved five (5) years after the election that created the District if no continuation referendum is held; and

**WHEREAS**, on two (2) separate elections, on May 3, 2003 and on May 11, 2013, the citizens of the City voted to continue the District within the City for an additional ten (10) years; and

**WHEREAS**, Section 363.251, Texas Local Government Code, authorizes the City Council (the “Council), after public hearing, by resolution to request that the Board of Directors of the District (the “Board”) to order a referendum on whether to continue the District within the City; and

**WHEREAS**, Section 363.2515 of the Texas Local Government Code allows a District to be continued for a period of five (5), ten (10), fifteen (15), or twenty (20) years; and

**WHEREAS**, after notice and public hearing on January 18, 2021, to receive public input, the Council desires to request that the Board order a referendum on the continuation of the District and sales tax for a period of five (5) years.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, THAT:**

The City Council of the City of Jersey Village, Texas, hereby requests that the Board of Directors of the Jersey Village Crime Control and Prevention District order a referendum to be held on May 1, 2021, for the continuation of the Jersey Village Crime Control and Prevention District and the extension of a local sales and use tax for a period of five (5) years, as authorized by Subchapter F of Chapter 363, Texas Local Government Code, so that the Jersey Village Crime Control and Prevention District will be continued through the year 2026 if the continuation is approved by a majority of voters in the election held on May 1, 2021.

**APPROVED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE ON JANUARY 18, 2021.**

**APPROVED:**

\_\_\_\_\_  
s/ANDREW MITCHAM, MAYOR

**ATTEST:**

\_\_\_\_\_  
s/LORRI COODY, CITY SECRETARY





**CRIME CONTROL AND PREVENTION DISTRICT  
CITY OF JERSEY VILLAGE, TEXAS  
AGENDA REQUEST**

**AGENDA DATE:** February 8, 2021

**AGENDA ITEM:** E

**AGENDA SUBJECT:** Consider Resolution No. 2021-01, ordering a special election to be held on May 01, 2021 for the purpose of holding a referendum on the continuation of the District and providing details relating to the holding of such election.

**Department/Prepared By:** Lorri Coody, City Secretary **Date Submitted:** January 21, 2021

**EXHIBITS:** [Resolution No. 2021-01](#)  
[Exhibit A](#) – Joint Election Agreement

<b>BUDGETARY IMPACT:</b>	Required Expenditure:	\$	0,000.00
	Amount Budgeted:	\$	0,000.00
	Appropriation Required:	\$	0,000.00

**CITY MANAGER APPROVAL:**

**BACKGROUND INFORMATION:**

Sec. 363.251 of the Local Government Code states that the Board of Directors of the Crime Control and Prevention District may hold a referendum on the question of whether to continue the district.

On May 2, 1998, the citizens of the City voted to establish a Crime Control and Prevention District (CCPD) within the City.

The CCPD District was continued for ten (10) years by a vote of the citizens on May 3, 2003 and again on May 11, 2013. The current District expires May 10, 2023.

Given that the City is seeking voter approval of a Fire Control Prevention and Emergency Medical Services District (FCPEMSD) during the May 1, 2021 election, the City Council of the City of Jersey Village has requested that the CCPD Board order a referendum on whether to continue the CCPD District for five (5) years so that the terms of both Districts will coincide.

This item is to call the continuation election for May 1, 2021.

**RECOMMENDED ACTION:**

**MOTION:** To approve Resolution No. 2021-01, ordering a special election to be held on May 01, 2021 for the purpose of holding a referendum on the continuation of the District and providing details relating to the holding of such election.

**RESOLUTION NO. 2021-01**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE JERSEY VILLAGE CRIME CONTROL AND PREVENTION DISTRICT ORDERING A SPECIAL ELECTION TO BE HELD ON MAY 01, 2021 FOR THE PURPOSE OF HOLDING A REFERENDUM ON THE CONTINUATION OF THE DISTRICT; AND, PROVIDING DETAILS RELATING TO THE HOLDING OF SUCH ELECTION.**

\* \* \* \* \*

**BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE JERSEY VILLAGE CRIME CONTROL AND PREVENTION DISTRICT:**

**Section 1.** In accordance with the Texas Election Code and Chapter 363 of the Texas Local Government Code, a special election is hereby called and ordered for Saturday, May 01, 2021, at which all qualified voters within the boundaries of the Jersey Village Crime Control and Prevention District (the “District”), which includes all of the City of Jersey Village (the “City”), may vote to determine whether to continue the District for a period of five (5) years.

**Section 2.** The ballot shall be substantially in the following form:

**PROPOSITION A**

**WHETHER THE JERSEY VILLAGE CRIME CONTROL AND PREVENTION DISTRICT SHOULD BE CONTINUED FOR FIVE (5) YEARS, AND WHETHER THE CRIME CONTROL AND PREVENTION DISTRICT SALES TAX SHOULD BE CONTINUED FOR FIVE (5) YEARS.**

FOR

AGAINST

**Section 3.** The present boundaries of the City shall constitute one (1) election precinct, and the polls shall be open for voting from seven o’clock (7:00) a.m. until seven o’clock (7:00) p.m. at the following polling place:

**Civic Center Auditorium  
16327 Lakeview Drive  
Jersey Village, Texas 77040**

**Section 4.** The City shall be responsible for the appointment of all election officials and clerks. The City Secretary is hereby appointed clerk for early voting. The appointment of deputy clerks for early voting by the City Secretary shall be in accordance with the Texas Election Code. The following location is hereby designated as the place for early voting for the election contemplated herein:

**Civic Center Meeting Room  
16327 Lakeview Drive  
Jersey Village, Texas 77040**

Except as otherwise provided herein, early voting by personal appearance shall be conducted on weekdays during the hours that the City Secretary’s main business office is regularly open for business, that is, from eight o’clock (8:00) a.m. until five o’clock (5:00) p.m., beginning on the twelfth (12<sup>th</sup>) day and continuing through the fourth (4<sup>th</sup>) day preceding the date of said election. The City Secretary shall provide for early voting for at least twelve (12) hours on two (2) weekdays, being April 26, 2021 and April 27, 2021 from seven o’clock (7:00) a.m. to seven o’clock (7:00) p.m. with such dates and times being included in the notice of election provided herein. The early voting clerk’s mailing address to which ballot applications and ballots voted by mail may be sent is: **16327 Lakeview Drive, Jersey Village, Texas 77040**. Applications for ballots by mail may also be received by the early voting clerk electronically at: **lcoody@jerseyvillagetx.com**. The early voting clerk, in accordance with the provisions of the Texas Election Code, shall maintain a roster listing each person who votes early by personal appearance and each person to whom an early ballot to be voted by mail is sent. The roster shall be maintained in a form approved by the Secretary of State.

**Section 5.** Paper ballots shall be used for early voting and for voting on Election Day. In accordance with Section 61.012 of the Texas Election Code, the City will provide in every polling place at least one (1) voting station that is accessible to a voter with disabilities.

**Section 6.** Notice of this election shall be given in accordance with provisions of the Texas Election Code and returns of such notice shall be made as provided for in said Code. The President of the Board of Directors of the District (the “President”) shall issue all necessary orders and writs for such election, and returns of such election shall be made to the City Secretary immediately after the closing of the polls.

**Section 7.** The President is authorized to enter into a contract, substantially in the form attached hereto as Exhibit A, with the City to provide for a joint election as authorized by Chapter 271 of the Texas Election Code. Early voting will be conducted jointly and a single ballot shall be used.

**Section 8.** Said election shall be held in accordance with the Texas Election Code and the Federal Voting Rights Act.

**RESOLVED AND ADOPTED BY THE BOARD OF DIRECTORS OF THE JERSEY VILLAGE CRIME CONTROL AND PREVENTION DISTRICT ON FEBRUARY 8, 2021.**

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**ANDREW MITCHAM, PRESIDENT**

**ATTEST:**

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**LORRI COODY, SECRETARY**



**EXHIBIT A: JOINT ELECTION AGREEMENT**

## JOINT ELECTION AGREEMENT

**THIS JOINT ELECTION AGREEMENT** (the “Agreement”) is made and entered into effect this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by and between the City of Jersey Village, a State of Texas home rule municipal corporation (the “City”), and the Jersey Village Crime Control and Prevention District (the “District”) (with the City and the District each being a “Party”, and collectively “Parties”).

### WITNESSETH

**WHEREAS**, the City has called a General Election to be held on May 1, 2021 for the purposes of electing municipal officers, and has also called a Special Election to be held on May 1, 2021 for the purposes of approving amendments to the City’s Charter; and

**WHEREAS**, the District desires to hold an election to continue the District for five (5) years and to approve the continuation of the sales tax funding the District for five (5) years; and

**WHEREAS**, the District wishes to join its election with the City’s elections to be held on May 1, 2021; and

**WHEREAS**, the Parties shall hold such elections jointly, as hereinafter specified, if: (i) the election precincts can be served by common polling places and common election officers pursuant to Chapter 271 of the Texas Election Code; and, (ii) such common polling places and election officials are designated by the Parties; and

**WHEREAS**, holding joint elections will facilitate the orderly conduct of the elections when the location of the polling places for the voting precincts adequately and conveniently serves the affected voters of the Parties; and

**WHEREAS**, holding joint elections when appropriate by utilizing the services of the same election judges will be of public and economic benefit to the persons in the affected voting districts as well as to the Parties; and, **NOW THEREFORE**,

**THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, AND THE BOARD OF DIRECTORS OF THE JERSEY VILLAGE CRIME CONTROL AND PREVENTION DISTRICT AGREE AS FOLLOWS:**

### AGREEMENT

**Section 1.** If the regular or special elections ordered by the Parties are to be held on the same day, such Parties agree to hold such elections jointly as authorized by Chapter 271 of the Texas Election Code, to the extent specified herein. All joint elections held pursuant to this Agreement shall be coordinated, supervised, and handled in accordance with the provisions of the Texas Election Code. The Parties understand and agree that each Party holding a joint election shall remain responsible for the lawful conduct of the election ordered by its governing body.

**Section 2.** Nothing herein shall relieve any Party from enacting all appropriate election orders, resolutions, notices, and other pertinent documents required by or of its governing body, including, but not limited to, the preparation of necessary bilingual materials for notices. Furthermore, the Parties will utilize voting methods approved by the Secretary of State and the laws of the State of Texas.

**Section 3.** The Parties specifically agree as follows as to the joint election to be held on Saturday, May 1, 2021:

- (a) The City Secretary of the City (the “City Secretary”), shall serve as Administrator for the joint election; however, each Party remains responsible for the lawful conduct of its respective elections.
- (b) Each Party will be responsible for all required election orders, resolutions, notices, and any other pertinent documents required by its respective governing body.
- (c) Preparation of the necessary bilingual material and notices will also be the responsibility of each Party.
- (d) Early voting and Election Day voting for each Party shall be conducted at the same location. The polling place or places for the elections shall be the polling places established by the City.
- (e) There shall be one combined ballot for the elections of both Parties.
- (f) The City shall be responsible for the appointment of all election judges and election clerks.
- (g) The City Secretary shall be responsible for ordering all election supplies and ballots.
- (h) The City will contract with Election Systems and Software for the use of voting equipment that comports with Texas Election Code.
- (i) Early voting shall be conducted jointly. The City Secretary shall be appointed early voting clerk for the joint early voting. The joint early voting shall be conducted during the hours, including any extended or weekend hours, at the early voting polling place or places at which the early voting clerk regularly conducts early voting for the City. The City Secretary shall receive applications for early voting ballots to be voted by mail in accordance with the Texas Election Code.
- (j) Each Party shall canvass its own election returns.

**Section 4.** The joint elections contemplated herein shall be conducted at the **Civic Center Auditorium, 16327 Lakeview Drive, Jersey Village, Texas, 77040**. Early voting by personal appearance will be conducted at the **Civic Center Meeting Room, 16327 Lakeview Drive, Jersey Village, Texas, 77040**. The early voting clerk’s mailing address to which ballot applications and ballots voted by mail may be sent is **16327 Lakeview Drive, Jersey Village, Texas 77040**. Applications for ballots by mail may also be received by the early voting clerk electronically at: **lcoody@jerseyvillagetx.com**.

**Section 5.** All common costs of the election shall be shared equally between the Parties. Expenses shall include, but not be limited to, all necessary disbursements, such as election worker expenses, equipment rental expenses, and ballot programing and printing expenses. The City shall invoice the District for its share of the joint election expenses, which invoice shall be due and payable within thirty (30) days of receipt thereof.

**Section 6.** All payments required by any of the Parties hereto pursuant to this Agreement shall be made from the respective entity's current revenues at the time of the election in question. The Parties agree that the allocation of costs specified herein fairly and adequately compensates the Parties for the services required herein. All the expenses required to be paid herein shall be due on or before the thirtieth (30<sup>th</sup>) day after a Party receives an invoice for such expense or the service is provided, whichever occurs later. The City shall be the fiscal agent for the collection of funds and the payment of personnel jointly utilized by the Parties for the joint election.

**Section 7.** Should the City cancel an election pursuant to Section 2.051, et seq. of the Texas Election Code, it will no longer be liable for any of the expenses specified herein; but is still bound by the terms set out in Section 3 of this Agreement.

**Section 8.** All records of the joint election are to be maintained separately by the Parties holding the same, and the presiding judge shall bring the appropriate election returns, and supplies to the City Elections Administrator immediately after the polls close on Election Day and the precinct returns have been compiled.

**Section 9.** The Parties shall comply with all rules, regulations, and laws of the United State of America, the State of Texas, as they now exist or may hereafter be enacted or amended, governing elections.

**Section 10.** All notices required to be given hereunder shall be given in writing either by overnight delivery, facsimile transmission, or certified or registered mail at the respective addresses of the Parties, or at such other address as may be designated in writing by any Party. Notice given by mail shall be deemed given three (3) days after the date of mailing thereof to the following addresses:

**For the City:**  
City of Jersey Village  
Attn: City Manager  
16327 Lakeview Drive  
Jersey Village, Texas 77040

**For the District:**  
Jersey Village Crime Control and Prevention District  
Attn: President  
16327 Lakeview Drive  
Jersey Village, Texas 77040

**Section 11.** Failure of any Party hereto to insist on the strict performance of any of the terms herein or to exercise any rights or remedies accruing thereunder upon default or failure of performance shall not be considered a waiver of the right to insist on and to enforce by an appropriate remedy, strict compliance with any other obligation hereunder to exercise any right or remedy occurring as a result of any future default or failure or performance.

**Section 12.** This Agreement shall in all respects be interpreted and construed in accordance with and governed by the laws of the State of Texas, regardless of the place of its execution or

performance. The place of making and the place of performance of this Agreement for all purposes shall be Jersey Village, Harris County, Texas.

**Section 13.** The Parties agree that should any provision of this Agreement be determined to be invalid or unenforceable, such determination shall not affect any other term of this Agreement, which shall continue in full force and effect.

**Section 14.** This Agreement contains all the terms and conditions of the Parties relating to the subject matter hereof and is the full and final expression of the agreement between the Parties. This Agreement shall not be amended or modified without the written consent of each Party.

**Section 15.** The officers executing this Agreement on behalf of each Party hereby confirm that such officers have full authority to execute this Agreement and to bind their respective Party.

**IN WITNESS WHEREOF**, the Parties have caused this Agreement to be executed by their authorized officers this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

**SIGNATURES**

**FOR THE CITY:**

**ATTEST:**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Title

**FOR THE DISTRICT:**

**ATTEST:**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Title