



BAYTOWN CRIME CONTROL AND PREVENTION DISTRICT

NOTICE OF MEETING

**BAYTOWN CRIME CONTROL AND PREVENTION DISTRICT
REGULAR MEETING
TUESDAY, JUNE 9, 2020
4:30 P.M.
COUNCIL CHAMBER, CITY HALL
2401 MARKET STREET, BAYTOWN, TEXAS 77520**

Due to the COVID 19 Disaster and the CDC's recommendation regarding social distancing measures, the public may not be allowed to be physically present at this meeting, as there is a limited amount of space when maintaining the required 6-foot separation from others.

For those members of the public that cannot or do not wish to be physically present at the meeting, they will be able to participate through two-way communications. For video conferencing, use the following website www.zoom.com, click on "join a meeting" on the top right hand corner, and input the following Meeting ID: 878 9046 9661. For telephone conferencing please use the following toll-free number: 1-888-788-0099, Meeting ID: 878 9046 9661. Any person, who is participating through video/teleconferencing and is interested in speaking on any item on the agenda, must submit his/her request via email to the Board Secretary at cityclerk@baytown.org. The request must include the speaker's name, address, and phone number that will be used if teleconferencing as well as the agenda item number.

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For more information or questions concerning the teleconference, please contact the Office of the City Clerk at 281-420-6504.

AGENDA

CALL TO ORDER AND ANNOUNCEMENT OF QUORUM

1. MINUTES

- a. Consider approving the minutes of the Baytown Crime Control and Prevention District Special Meeting held on May 12, 2020.

2. CCPD FISCAL YEAR 2020-21 PROPOSED BUDGET

- a. Conduct the first public hearing regarding the Baytown Crime Control and Prevention District Fiscal Year 2020-21 Proposed Budget.

- b. Conduct the second public hearing regarding the Baytown Crime Control and Prevention District Fiscal Year 2020-21 Proposed Budget.
- c. Consider a resolution adopting the Baytown Crime Control and Prevention District's Fiscal Year 2020-21 Budget.

3. **BAYTOWN CRIME CONTROL AND PREVENTION DISTRICT CONTINUATION ELECTION**

- a. Consider a resolution calling the Baytown Crime Control and Prevention District's Continuation Election to be held on Tuesday, November 3, 2020.
- b. Consider a resolution authorizing the General Manager to negotiate and execute a Joint Election Agreement with Harris County, Texas, for the Baytown Crime Control and Prevention District's Continuation Election to be held on November 3, 2020.
- c. Consider a resolution authorizing the General Manager to negotiate and execute a Joint Election Agreement with Chambers County, Texas, for the Baytown Crime Control and Prevention District's Continuation Election to be held on November 3, 2020.

4. **PROPOSED RESOLUTION**

- a. Consider a resolution canceling the Baytown Crime Control and Prevention District Regular Meeting scheduled for Tuesday, July 14, 2020.

5. **REPORTS**

- a. Presentation of the Baytown Crime Control and Prevention District Hot Spot and Commercial Vehicle Enforcement (CVE) statistical report.

6. **MANAGER'S REPORT**

- a. The next Baytown Crime Control and Prevention District meeting is scheduled for Tuesday, October 13, 2020, at 4:30 P.M., in the Council Chamber located at City Hall, 2401 Market Street, Baytown, Texas 77520.

7. **ADJOURN**

PUBLIC NOTICE IS GIVEN THAT IN ADDITION TO ANY EXECUTIVE SESSION LISTED ABOVE, THE DISTRICT RESERVES THE RIGHT TO ADJOURN INTO EXECUTIVE SESSION AT ANY TIME AS AUTHORIZED BY THE TEXAS GOVERNMENT CODE SECTIONS 551.071 - 551.089 TO DISCUSS ANY OF THE MATTERS LISTED ABOVE.

THE DISTRICT IS COMMITTED TO COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT. REASONABLE ACCOMMODATIONS AND EQUAL ACCESS TO COMMUNICATIONS WILL BE PROVIDED UPON REQUEST. FOR ASSISTANCE PLEASE CALL 281-420-6522, FAX 281-420-6586, OR CONTACT 281-420-6522 VIA RELAY TEXAS AT 711 OR 1-800-676-3777 FOR TYY SERVICES. FOR MORE INFORMATION CONCERNING RELAY TEXAS, PLEASE VISIT: [HTTP://RELAYTEXAS.COM](http://RELAYTEXAS.COM).

Approved for posting:



Rick Davis, General Manager

Posted by:



Leticia Brusch, Secretary

Posted this 5th day of June, 2020, at 5:00 P.M.





**BAYTOWN CRIME CONTROL AND
PREVENTION DISTRICT**

1. a.

Meeting Date: 06/09/2020

May 12, 2020 CCPD Special Meeting Minutes

Prepared For: Leticia Brysch, City Clerk's Office

Information

ITEM

Consider approving the minutes of the Baytown Crime Control and Prevention District Special Meeting held on May 12, 2020.

PREFACE

This item allows the Board to review and approve the minutes of the Baytown Crime Control and Prevention District Special Meeting held on May 12, 2020.

RECOMMENDATION

Attachments

May 12, 2020, CCPD Draft Minutes

DRAFT
MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS
OF THE BAYTOWN CRIME CONTROL AND PREVENTION DISTRICT

May 12, 2020

The Board of Directors of the Baytown Crime Control and Prevention District (CCPD) met in a Regular Meeting on Tuesday, May 12, 2020, at 4:30 P.M., in the Council Chamber of the Baytown City Hall, 2401 Market Street, Baytown, Texas with the following in attendance:

Rikki Wheeler	President
Dr. Chris L. Warford	Vice President
Lloyd J. Herrera	Director
Randall B. Strong	Director
Steele Arthur	Director
James Coker	Director
Kevin Troller	Assistant General Manager
Jerris Mapes	Assistant General Counsel
Leticia Brysch	Secretary

President Wheeler convened the May 12, 2020, CCPD Board Regular Meeting with a quorum present at 4:30 P.M., all members were present.

1. MINUTES

a. Consider approving the minutes of the Baytown Crime Control and Prevention District Regular Meeting held on April 14, 2020.

A motion was made by Director Lloyd J. Herrera, and seconded by Director James Coker to approve the minutes of the CCPD April 14, 2020, meeting with the correction on Page 1 changing the date on the motion from May 12 to January 14. The vote was as follows:

Ayes: President Rikki Wheeler, Vice President Dr. Chris L. Warford, Director Lloyd J. Herrera, Director James Coker, Director Randall B. Strong, Director Steele Arthur

Nays: None

Approved

2. BAYTOWN CRIME CONTROL AND PREVENTION FY2020-21 PROPOSED BUDGET

a. Discuss the Baytown Crime Control and Prevention District Fiscal Year 2020-21 Proposed Budget and budget process.

Assistant General Manager Kevin Troller presented the item and stated that the District's FY2020-21 proposed budget is very conservative in its projections. He noted that the Finance

Department has made the necessary adjustments to the revenue projections and this proposed expenditures, as staff is not really sure what the future holds with the current COVID-19 disaster. He noted that the proposed budget shows \$1,615,889 in total revenues, \$1,542,057 in total operating expenditures and \$73,832 in unforeseen and new initiatives line item for a total amount of \$1,615,889.

Mr. Troller further noted that a big part of the budget expenditures is in personnel services with \$1,481,857 being used to cover the wages of (14) officers in the Hot Spots and CVE programs; other small expenditures include \$60,000 for the District's continuation election, \$200 for the required bond fees, and the previously noted \$73,832 in contingency. Mr. Troller stated that he recommended that the Board use the contingency line item as a buffer against what might happen in the future with the COVID issues. Mr. Troller stated that was open to questions and thanked the District for its trust and support of staff during this budget process.

3. PROPOSED RESOLUTIONS

a. Consider a resolution adopting the Baytown Crime Control and Prevention District's 2020 Action Plan.

A motion was made by Director Lloyd J. Herrera, and seconded by Director Randall B. Strong to approve Resolution No. 63, related to Item 3.a. The vote was as follows:

Ayes: President Rikki Wheeler, Vice President Dr. Chris L. Warford, Director Lloyd J. Herrera, Director James Coker, Director Randall B. Strong, Director Steele Arthur

Nays: None

Approved

RESOLUTION NO. 63

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE BAYTOWN CRIME CONTROL AND PREVENTION DISTRICT ADOPTING THE BAYTOWN CRIMECONTROL AND PREVENTION DISTRICT'S 2020 ACTION PLAN; ANDPROVIDING FOR THE EFFECTIVE DATE THEREOF.

4. REPORTS

a. Receive the CCPD Quarterly Financial and Investment Reports for the Quarter Ending March 31, 2020.

Finance Director Victor Brownlees introduced himself to the board as the new Finance Director for the City of Baytown. He presented the District's Quarterly Investment Report, for the Quarter Ending March 31, 2020, and noted that they are right on track for being halfway through the year. He stated that the revenue numbers during the COVID period have not yet been received; however, staff has been very conservative with its revenue projections for the rest of the year. As it relates to the District's Public Funds Investment Act, he noted that while the

District's investments are very conservative in its investments, it is in a much better position than other entities that have been hit hard by the current situation.

5. MANAGER'S REPORT

a. The next Baytown Crime Control and Prevention District meeting is scheduled for Tuesday, June 9, 2020, at 4:30 P.M., in the Council Chamber located at City Hall, 2401 Market Street, Baytown, Texas 77520.

Assistant General Manager Kevin Troller presented the item and reminded the Board that the next CCPD meeting is scheduled for June 9, 2020, at 4:30 P.M. in the Council Chamber and will include the District's public hearings, approval of its budget and the calling of its continuation election. He also stated that if all these items are completed in the June meeting, there will be an item on the agenda to cancel the District's regularly scheduled July meeting.

6. ADJOURN

With there being no further business to discuss, President Wheeler adjourned the May 12, 2020, CCPD Board Regular Meeting at 4:41 P.M.

Leticia Brysch, Secretary
City of Baytown



**BAYTOWN CRIME CONTROL AND
PREVENTION DISTRICT**

2. a.

Meeting Date: 06/09/2020

First Public Hearing for Baytown Crime Control and Prevention District FY 2020-21 Proposed Budget.

Prepared For: Victor Brownlees, Finance

Prepared By: Raquel Martinez, City Clerk's Office

Information

ITEM

Conduct the first public hearing regarding the Baytown Crime Control and Prevention District Fiscal Year 2020-21 Proposed Budget.

PREFACE

This is the first public hearing regarding the Baytown Crime Control and Prevention District Fiscal Year 2020-21 Proposed Budget, which is required pursuant to the Board's alternate budget adoption procedures.

Notice of this public hearing was posted on the City's notice boards and website on May 22, 2020, and published in *The Baytown Sun* on May 26, 2020. The notice of this public hearing and the proposed budget are attached to this item for your review.

RECOMMENDATION

Attachments

CCPD Hearing Notice

Proposed Budget



CITY OF BAYTOWN

NOTICE OF PUBLIC HEARINGS

NOTICE OF PUBLIC HEARINGS REGARDING THE BAYTOWN CRIME CONTROL AND PREVENTION DISTRICT FY 2020-21 PROPOSED BUDGET

NOTICE is hereby given that the Board of Directors of the Baytown Crime Control and Prevention District (the "District") will hold two (2) public hearings giving residents of the District the right to appear and be heard regarding the Baytown Crime Control and Prevention District Fiscal Year 2020-21 proposed budget. The hearings will be held in the City Council Chamber, located in Baytown City Hall, 2401 Market Street, Baytown, Texas 77520, during the meeting which commences at 4:30 p.m. on Tuesday, June 9, 2020.

However, due to the COVID 19 Disaster and the CDC's recommendation regarding social distancing measures, the public may not be allowed to be physically present at this meeting, as there is a limited amount of space when maintaining the required 6-foot separation from others.

For those members of the public that cannot or do not wish to be physically present at the hearing, they will be able to participate through two-way communications. For video conferencing, use the following website www.zoom.com, click on "join a meeting" on the top right hand corner, and input the following Meeting ID: 878-9046-9661. For telephone conferencing please use the following toll-free number: 1-888-788-0099, Meeting ID: 878-9046-9661. Any person, who is participating through video/teleconferencing and is interested in speaking on any item on the agenda, must submit his/her request via email to the Board Secretary at cityclerk@baytown.org. The request must include the speaker's name, address, and phone number that will be used if teleconferencing as well as the agenda item number. The request must be received prior to the posted time of the meeting.

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Posted by: Leticia Brysch, CCPD Secretary
Posted on: May 22, 2020
Posting time: 12:00 p.m.



EXHIBIT "A"

BAYTOWN
**CRIME CONTROL AND
PREVENTION DISTRICT
(CCPD)**

ANNUAL PROGRAM OF SERVICES
2020-21

PROPOSED BUDGET



CRIME CONTROL AND PREVENTION DISTRICT (CCPD)

BOARD DIRECTORS

RIKKI WHEELER, President

DR. CHRIS L. WARFORD, Vice President

CITY CLERK, Secretary

STEELE ARTHUR, Director

JAMES COKER, Director

LLOYD J. HERRERA, Director

ANESIA LAMONT, Director

RANDALL B. STRONG, Director



**BAYTOWN
CRIME CONTROL PREVENTION DISTRICT (CCPD) FUND 206
BUDGET SUMMARY**

	Actual 2018-19	Budget 2019-20	Estimated 2019-20	Proposed 2020-21
Revenues				
Sales Tax	\$ 1,865,902	\$ 1,906,878	\$ 1,571,257	\$ 1,615,389
Interest Income	7,743	2,000	2,000	500
Total Revenues	<u>1,873,645</u>	<u>1,908,878</u>	<u>1,573,257</u>	<u>1,615,889</u>
Expenditures				
Personnel	1,522,555	1,576,814	1,426,942	1,481,857
Supplies	9,534	87,500	13,500	-
Maintenance	174,414	328,134	258,135	-
Services	-	30,200	200	60,200
Total Operating	<u>1,706,503</u>	<u>2,022,648</u>	<u>1,698,777</u>	<u>1,542,057</u>
Capital Outlay	302,782	354,660	354,660	-
Unforeseen/New Initiatives	-	36,373	-	73,832
Total Expenditures	<u>2,009,285</u>	<u>2,413,682</u>	<u>2,053,437</u>	<u>1,615,889</u>
Excess (Deficit) Revenues Over Expenditures	(135,640)	(504,804)	(480,180)	-
Fund Balance - Beginning	615,820	480,180	480,180	-
Fund Balance - Ending	<u>\$ 480,180</u>	<u>\$ (24,624)</u>	<u>\$ -</u>	<u>\$ -</u>

20601 CRIME CONTROL PREVENTION DISTRICT (CCPD) - BUDGET NOTES

Acct #	Account Name	Amount
<u>PERSONNEL SERVICES</u>		
71002	Regular Wages	\$ 1,004,430
	(13) Patrol Officers	
	(1) Police Sergeant	
71009	Overtime	20,000
71021	Health Insurance	184,408
71022	TMRS	175,575
71023	FICA	76,838
71028	Workers Compensation	20,606
	TOTAL PERSONNEL SERVICES	<u>1,481,857</u>
<u>SERVICES</u>		
74070	Elections	60,000
74280	Bonds	200
	TOTAL SERVICES	<u>60,200</u>
	TOTAL OPERATING	<u>1,542,057</u>
<u>CONTINGENCY</u>		
99002	Unforeseen/New Initiative	73,832
	TOTAL CONTINGENCY	<u>73,832</u>
	TOTAL CCPD	<u>\$ 1,615,889</u>



**BAYTOWN CRIME CONTROL AND
PREVENTION DISTRICT**

2. b.

Meeting Date: 06/09/2020

Second Public Hearing for Baytown Crime Control and Prevention District FY 2020-21 Proposed Budget.

Prepared For: Victor Brownlees, Finance

Prepared By: Raquel Martinez, City Clerk's Office

Information

ITEM

Conduct the second public hearing regarding the Baytown Crime Control and Prevention District Fiscal Year 2020-21 Proposed Budget.

PREFACE

This is the second public hearing regarding the Baytown Crime Control and Prevention District Fiscal Year 2020-21 Proposed Budget, which is required pursuant to the Board's alternate budget adoption procedures.

Notice of this public hearing was posted on the City's notice boards and website on May 22, 2020, and published in *The Baytown Sun* on May 26, 2020.

RECOMMENDATION



**BAYTOWN CRIME CONTROL AND
PREVENTION DISTRICT**

2. c.

Meeting Date: 06/09/2020

Consider Adopting the CCPD FY 2020-21 Proposed Budget

Prepared For: Victor Brownlees, Finance

Prepared By: Raquel Martinez, City Clerk's Office

Information

ITEM

Consider a resolution adopting the Baytown Crime Control and Prevention District's Fiscal Year 2020-21 Budget.

PREFACE

This proposed resolution adopts the Baytown Crime Control and Prevention District's ("CCPD") Fiscal Year 2020-21 Budget. The proposed budget is attached for your review and consideration.

The City Council is scheduled to (i) receive the adopted CCPD Fiscal Year 2020-21 Budget on June 11th, (ii) hold a public hearing regarding said budget on July 9th, and (iii) consider its approval on July 25th.

RECOMMENDATION

Staff recommends approval.

Attachments

Resolution - Adopting the CCPD FY 2020-21 Budget

EXHIBIT A - CCPD FY2020-21 BUDGET

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE BAYTOWN CRIME CONTROL AND PREVENTION DISTRICT 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; MAKING OTHER PROVISIONS RELATED THERETO; AND PROVIDING FOR THE EFFECTIVE DATE THEREOF.

WHEREAS, the General Manager of the Baytown Crime Control and Prevention District (the "District") has submitted to the District a budget estimate of the revenues of the District and the expense of conducting the affairs thereof for the ensuing fiscal year, beginning October 1, 2020, and ending September 30, 21, being the fifth of five years of the sales and use tax authorization, and which said estimate contains all information as required by Chapter 363 of the Texas Local Government Code; and

WHEREAS, the Board of Directors of the District (the "Board") has received the General Manager's estimate and held public hearings thereon as provided by both Chapter 363 of the Texas Local Government Code and the alternative procedures adopted thereunder; and

WHEREAS, after full and final consideration of the information contained in the proposed budget and the input received at the public hearings, it is the opinion of the Board that the budget attached hereto should be approved and adopted; NOW THEREFORE,

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE BAYTOWN CRIME CONTROL AND PREVENTION DISTRICT:

Section 1: That the Board of Directors of the Baytown Crime Control and Prevention District hereby adopts the budget, which is attached hereto as Exhibit "A" and incorporated herein for all intents and purposes, for the District's 2020-2021 fiscal year.

Section 2: That the Secretary of the Baytown Crime Control and Prevention District is hereby ordered to submit for and on behalf of the Board of Directors the budget adopted in Section 1 to the City Council of the City of Baytown not later than the tenth (10th) day after the date hereof.

Section 3: This resolution shall take effect immediately from and after its passage by the Board of Directors of the Baytown Crime Control and Prevention District.

INTRODUCED, READ and PASSED by the affirmative vote of the Board of Directors of the Baytown Crime Control and Prevention District, this the 9th day of June, 2020.

RIKKI WHEELER, President

ATTEST:

LETICIA BRYSCH, Secretary

APPROVED AS TO FORM:

KAREN L. HORNER, Interim General Counsel

EXHIBIT "A"

BAYTOWN
**CRIME CONTROL AND
PREVENTION DISTRICT
(CCPD)**

ANNUAL PROGRAM OF SERVICES
2020-21

PROPOSED BUDGET



CRIME CONTROL AND PREVENTION DISTRICT (CCPD)

BOARD DIRECTORS

RIKKI WHEELER, President

DR. CHRIS L. WARFORD, Vice President

CITY CLERK, Secretary

STEELE ARTHUR, Director

JAMES COKER, Director

LLOYD J. HERRERA, Director

ANESIA LAMONT, Director

RANDALL B. STRONG, Director



**BAYTOWN
CRIME CONTROL PREVENTION DISTRICT (CCPD) FUND 206
BUDGET SUMMARY**

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Capital Outlay	302,782	354,660	354,660	-
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Total Expenditures	<u>2,009,285</u>	<u>2,413,682</u>	<u>2,053,437</u>	<u>1,615,889</u>
Excess (Deficit) Revenues Over Expenditures	(135,640)	(504,804)	(480,180)	-
Fund Balance - Beginning	615,820	480,180	480,180	-
Fund Balance - Ending	<u>\$ 480,180</u>	<u>\$ (24,624)</u>	<u>\$ -</u>	<u>\$ -</u>

20601 CRIME CONTROL PREVENTION DISTRICT (CCPD) - BUDGET NOTES

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71023	FICA	76,838
71028	Workers Compensation	20,606
	TOTAL PERSONNEL SERVICES	<u>1,481,857</u>
<u>SERVICES</u>		
74070	Elections	60,000
74280	Bonds	200
	TOTAL SERVICES	<u>60,200</u>
	TOTAL OPERATING	<u>1,542,057</u>
<u>CONTINGENCY</u>		
99002	Unforeseen/New Initiative	73,832
	TOTAL CONTINGENCY	<u>73,832</u>
	TOTAL CCPD	<u>\$ 1,615,889</u>



BAYTOWN CRIME CONTROL AND PREVENTION DISTRICT

3. a.

Meeting Date: 06/09/2020

Continuation Election for the Baytown Crime Control and Prevention District - Secretary.

Prepared For: Leticia Brysch, City Clerk's Office

Prepared By: Leticia Brysch, City Clerk's Office

Information

ITEM

Consider a resolution calling the Baytown Crime Control and Prevention District's Continuation Election to be held on Tuesday, November 3, 2020.

PREFACE

This proposed resolution calls the continuation election for the Baytown Crime Control and Prevention District (the "District") to be held on Tuesday, November 3, 2020. At the election, qualified electors within the District's territory will be able to vote for or against the proposition of whether the Baytown Crime Control and Prevention District and its related district sales and use tax should be continued for another five years.

Because this election is in November, the District must contract with Harris County and Chambers County for election services; thus, many of the details regarding the election have not been finalized at this time. However, below is a list of important dates that we do have regarding the upcoming election that will be helpful to the public:

- The last day to order a special election is Monday, August 17, 2020.
- Early voting by personal appearance will take place from Monday, October 19 through Friday, October 30, 2020.
- The election results will be canvassed no later than November 17, 2020.

For more information regarding this election, please visit the District's election page at www.baytown.org.

RECOMMENDATION

Staff recommends approval.

Fiscal Impact

Fiscal Year:

Acct Code:

Source of Funds (Operating/Capital/Bonds):

Funds Budgeted Y/N:

Amount Needed:

Fiscal Impact (Additional Information):

There is no fiscal impact associated with this item at this time. The fiscal impact will be added to the election services agreements associated with election services.

Attachments

Resolution - Calling Election

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE BAYTOWN CRIME CONTROL AND PREVENTION DISTRICT ORDERING A CONTINUATION ELECTION TO BE HELD ON THE 3RD DAY OF NOVEMBER, 2020, FOR THE PURPOSE OF VOTING FOR OR AGAINST THE PROPOSITION OF WHETHER THE BAYTOWN CRIME CONTROL AND PREVENTION DISTRICT SHOULD BE CONTINUED FOR FIVE (5) YEARS AND THE CRIME CONTROL AND PREVENTION DISTRICT SALES AND USE TAX SHOULD BE CONTINUED FOR FIVE (5) YEARS; DESIGNATING THE MANNER OF HOLDING SAID ELECTION; PRESCRIBING THE HOURS; ESTABLISHING THE CENTRAL COUNTING STATION; ESTABLISHING CERTAIN PROVISIONS RELATED THERETO; PROVIDING FOR THE POSTING AND PUBLICATION OF NOTICE; AND PROVIDING FOR THE EFFECTIVE DATE THEREOF.

WHEREAS, the Board of Directors of the Baytown Crime Control and Prevention District (the "District") finds and determines that it is necessary and advisable to call and hold an election on the question of whether to continue the District and the associated sales and use tax; and

WHEREAS, it is hereby officially found and determined that said election will be held on a uniform election date established by Section 41.001(a), Texas Election Code, as amended, as required by Texas law; and

WHEREAS, the District's Board of Directors (the "Board"), pursuant to the applicable provisions of the Texas Election Code and a separate resolution(s) of the Board, intends to contract with Harris and Chambers Counties for election services; NOW THEREFORE,

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE BAYTOWN CRIME CONTROL AND PREVENTION DISTRICT:

Section 1: The statements contained in the preamble of this resolution are true and correct and are hereby adopted as findings of fact and as a part of the operative provisions hereof.

Section 2: That a continuation election of the District, pursuant to Subchapter F of Chapter 363 of the Texas Local Government Code and pursuant to Sections 41.001 and 41.031 of the Texas Election Code, shall be held between the hours of seven o'clock (7:00) a.m. and seven o'clock (7:00) p.m. on the 3rd day of November, 2020, in the City of Baytown, Texas, for the purpose of voting for or against the proposition of whether the Baytown Crime Control and Prevention District should be continued for five (5) years and the crime control and prevention district sales and use tax should be continued for five (5) years. If less than a majority of the votes cast in the continuation election are for the continuation of the District:

- (1) the Board shall certify that fact to the Texas Secretary of State not later than the tenth (10th) day after the date of the canvass of the returns; and
- (2) the District is dissolved and ceases to operate on the earlier of:
 - (A) the last day of the district's fiscal year; or
 - (B) the 180th day after the date that the continuation referendum is held.

If a majority of the votes cast in the continuation election are for the continuation of the District, the District shall continue for another five years from the fifth anniversary date that the District began to levy taxes for District purposes.

Section 3: That the proposition specified in Section 2 hereof shall be presented to the electors within the District's territory in accordance with law.

Section 4: That the form of the ballot for this special election shall be substantially as follows:

<u>OFFICIAL BALLOT</u>	
	<u>PROPOSITION NO. 1</u>
<input type="checkbox"/> FOR	Whether the Baytown Crime Control and Prevention District should be continued for five (5) years and the crime control and prevention district sales and use tax should be continued for five (5) years.
<input type="checkbox"/> AGAINST	

Section 5: That the election called for in Section 2 hereof shall be held as a joint election with the entities named in the recitals hereof, as appropriate, pursuant to joint election agreements.

Section 6: That the District shall use the polling places along with election officials for the continuation election ordered in Section 2 hereof as designated by Harris and Chambers Counties.

Section 7: Direct recording electronic (DRE) equipment shall be used for voting at the designated election precincts, and electronic counting devices and equipment shall be used for counting the ballots at the election.

Section 8: Each qualified voter who desires to cast an early vote shall be entitled to an official ballot and the right to cast such ballot in accordance with the provisions of the Texas Election Code. Early voting will be conducted by the Early Voting Clerks at the places designated by Harris County and Chambers County. Direct recording electronic (DRE) equipment shall be used for early voting by personal appearance. Early voting by personal appearance shall commence on October 19, 2020, and end on October 30, 2020, in accordance with the schedules adopted by Harris and Chambers Counties.

Direct recording electronic (DRE) equipment shall be used for early voting by mail in Harris County, and Opti Scan mail ballots shall be used for early voting by mail in Chambers County. Applications for ballots to be voted by mail should be mailed to:

Chris Hollins
Harris County Clerk
Attn: Elections Division
P.O. Box 1148
Houston, TX 77251-1148

Heather Hawthorne
Chambers County Clerk
P.O. Box 728
Anahuac, TX 77514

Section 9: The Central Counting Stations to receive and tabulate voted ballots shall be at the locations designated by Harris and Chambers Counties.

Section 10: That the continuation election shall be held in accordance with, and shall be governed by, the election laws of the State of Texas. In the continuation election, the President and the Secretary of the District shall do and perform each act as required to be done and performed respectively by the County Judge and the County Clerk of the Commissioners' Court. The notice of this election shall be given in accordance with all applicable laws. Notice of the continuation election shall also be provided to Harris County and Chambers County not later than the 60th day before the date of the election ordered herein.

Section 11: The Secretary is further authorized to give or cause to be given notices required for the election and to take such other and further action as is required to conduct the election in compliance with the Texas Election Code.

Section 12: In all matters relating to the ordering, giving notice, and holding of the elections, the District shall comply with the applicable parts of the Texas Election Code, including Chapter 272 of the Texas Election Code pertaining to bilingual requirements, and the Federal Voting Rights Act of 1965, as amended.

Section 13: This resolution shall take effect immediately from and after its passage by the Board of Directors of the Baytown Crime Control and Prevention District.

INTRODUCED, READ and PASSED by the affirmative vote of the Board of Directors of the Baytown Crime Control and Prevention District on this the 9th day of June, 2020.

RIKKI WHEELER, President

ATTEST:

LETICIA BRYSCH, Secretary

APPROVED AS TO FORM:

KAREN L. HORNER, Interim General Counsel



BAYTOWN CRIME CONTROL AND PREVENTION DISTRICT

3. b.

Meeting Date: 06/09/2020

Joint Election Agreement for a Continuation Election on November 3, 2020.

Prepared For: Leticia Brysch, City Clerk's Office

Prepared By: Leticia Brysch, City Clerk's Office

Information

ITEM

Consider a resolution authorizing the General Manager to negotiate and execute a Joint Election Agreement with Harris County, Texas, for the Baytown Crime Control and Prevention District's Continuation Election to be held on November 3, 2020.

PREFACE

This proposed resolution authorizes the General Manager to negotiate and execute a Joint Election Agreement with Harris County, Texas, (the "County") for the Baytown Crime Control and Prevention District's (the "District") Continuation Election to be held on November 3, 2020, in an amount not to exceed \$60,000, under terms and conditions deemed acceptable to the General Manager and the General Counsel.

The County will be responsible for the following under the agreement:

- the voting equipment and supplies for early voting (EV) by personal appearance and mail; and for Election Day (ED);
- the polling places for EV and ED, election personnel and set-up of the polling places for EV and ED; this is the first election for the District with Harris County that will utilize county-wide polling locations on Election Day;
- the appointment of the EV Ballot Board and the employment of staff to program and operate the automatic tabulating equipment;
- the establishment and organization of the Central Counting Station; and
- the compensation for the election workers, which will be reimbursed, in part, by the District.

The District will be responsible for the following under the agreement:

- furnishing the County with ballot language in four languages (English, Spanish, Vietnamese & Chinese);
- verifying jurisdictional boundaries and streets;
- preparing, posting and publishing any and all notices required by state law;
- preparing election notices, orders and other election related documents; and
- canvassing election results.

The District will pay a pro-rata share of the total costs of the Joint Election of which the final determination will be decided once the election is completed.

RECOMMENDATION

Staff recommends approval.

Fiscal Impact

Fiscal Year: 2020-2021
Acct Code: 20601-74021
Source of Funds (Operating/Capital/Bonds): Operating
Funds Budgeted Y/N: Y
Amount Needed: \$25,000

Fiscal Impact (Additional Information):

Fiscal Year: 2019-2020
Acct Code: 20601-74021
Source of Funds (Operating/Capital/Bonds): Operating
Funds Budgeted Y/N: Y
Amount Needed: \$35,000

Fiscal Impact (Additional Information):

Attachments

Resolution - Joint Election Agreement with Harris County

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE BAYTOWN CRIME CONTROL AND PREVENTION DISTRICT AUTHORIZING THE GENERAL MANAGER TO EXECUTE AND THE CITY CLERK TO ATTEST TO A JOINT ELECTION AGREEMENT WITH HARRIS COUNTY FOR THE CONTINUATION ELECTION TO BE HELD ON THE 3RD DAY OF NOVEMBER, 2020; AUTHORIZING PAYMENT THEREFOR IN AN AMOUNT NOT TO EXCEED SIXTY THOUSAND AND NO/100 DOLLARS (\$60,000.00); AND PROVIDING FOR THE EFFECTIVE DATE THEREOF.

WHEREAS, the Baytown Crime Control and Prevention District (the “District”) is holding its continuation election on November 3, 2020, for the purpose of voting for or against the proposition of whether the Baytown Crime Control and Prevention District should be continued for five (5) years and the crime control and prevention district sales and use tax should be continued for five (5) years; and

WHEREAS, the following entities, as applicable, will be holding an election and/or will provide certain election services on the same uniform election date:

- City of Baytown,
- Baytown Fire Control, Prevention, and Emergency Services District, and
- Harris and Chambers Counties; and

WHEREAS, to the extent necessary and practicable, such entities desire to hold joint elections in the election precincts that can be served by common polling places; and

WHEREAS, pursuant to Section 271.002 of the Texas Election Code, the terms of the joint election include the District agreeing to pay a portion of the election costs in exchange for the other entities:

- providing the voting equipment and supplies for early voting by personal appearance and mail and for election day;
- providing election workers;
- setting up the polling places;
- serving as the Early Voting Ballot Board;
- programming and operating the automatic tabulating equipment; and
- establishing and organizing the Central Counting Station; NOW THEREFORE,

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE BAYTOWN CRIME CONTROL AND PREVENTION DISTRICT:

Section 1: That the Board of Directors of the Baytown Crime Control and Prevention District hereby authorizes the General Manager to execute and the Secretary to attest to a joint election agreement with Harris County for the continuation election to be held on the 3rd day of November, 2020, under terms and conditions satisfactory to the General Manager and the Interim General Counsel.

Section 2: That the City Council of the City of Baytown, Texas, authorizes payment in an amount not to exceed SIXTY THOUSAND AND NO/100 DOLLARS (\$60,000.00), pursuant to the agreement identified in Section 1 hereof.

Section 3: This resolution shall take effect immediately from and after its passage by the Board of Directors of the Baytown Crime Control and Prevention District.

INTRODUCED, READ and PASSED by the affirmative vote of the Board of Directors of the Baytown Crime Control and Prevention District on this the 9th day of June, 2020.

RIKKI WHEELER, President

ATTEST:

LETICIA BRYSCH, Secretary

APPROVED AS TO FORM:

KAREN L. HORNER, Interim General Counsel



BAYTOWN CRIME CONTROL AND PREVENTION DISTRICT

3. c.

Meeting Date: 06/09/2020

Joint Election Agreement for a Continuation Election on November 3, 2020.

Prepared For: Leticia Brysch, City Clerk's Office

Prepared By: Leticia Brysch, City Clerk's Office

Information

ITEM

Consider a resolution authorizing the General Manager to negotiate and execute a Joint Election Agreement with Chambers County, Texas, for the Baytown Crime Control and Prevention District's Continuation Election to be held on November 3, 2020.

PREFACE

This proposed resolution the General Manager to negotiate and execute a Joint Election Agreement with Chambers County, Texas, (the "County") for the Baytown Crime Control and Prevention District's (the "District") Continuation Election to be held on November 3, 2020, in an amount not to exceed \$25,000, under terms and conditions deemed acceptable to the General Manager and the General Counsel.

The County will be responsible for the following under the agreement:

- the voting equipment and supplies for early voting (EV) by personal appearance and mail; and for Election Day (ED);
- the polling places for EV and ED, election personnel and set-up of the polling places for EV and ED;
- the appointment of the EV Ballot Board and the employment of staff to program and operate the automatic tabulating equipment;
- the establishment and organization of the Central Counting Station; and
- the compensation for the election workers, which will be reimbursed, in part, by the District.

The District will be responsible for the following under the agreement:

- furnishing the County with ballot language in two languages (English and Spanish);
- verifying jurisdictional boundaries and total number of precincts in Chambers County;
- preparing, posting and publishing any and all notices required by state law;
- preparing election notices, orders and other election related documents; and
- canvassing election results.

The District will pay a pro-rata share of the total costs of the Joint Election of which the final determination will be decided once the election is completed.

RECOMMENDATION

Staff recommends approval.

Fiscal Impact

Fiscal Year: 2019-2020
Acct Code: 20601-74021
Source of Funds (Operating/Capital/Bonds): Operating
Funds Budgeted Y/N: Y
Amount Needed: \$10,000

Fiscal Impact (Additional Information):

Fiscal Year: 2020-2021
Acct Code: 20601-74021
Source of Funds (Operating/Capital/Bonds): Operating
Funds Budgeted Y/N: Y
Amount Needed: \$15,000

Fiscal Impact (Additional Information):

Attachments

Resolution - Joint Election Agreement with Chambers County

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE BAYTOWN CRIME CONTROL AND PREVENTION DISTRICT AUTHORIZING THE GENERAL MANAGER TO EXECUTE AND THE CITY CLERK TO ATTEST TO A JOINT ELECTION AGREEMENT WITH CHAMBERS COUNTY FOR THE CONTINUATION ELECTION TO BE HELD ON THE 3RD DAY OF NOVEMBER, 2020; AUTHORIZING PAYMENT THEREFOR IN AN AMOUNT NOT TO EXCEED TWENTY-FIVE THOUSAND AND NO/100 DOLLARS (\$25,000.00); AND PROVIDING FOR THE EFFECTIVE DATE THEREOF.

WHEREAS, the Baytown Crime Control and Prevention District (the “District”) is holding its continuation election on November 3, 2020, for the purpose of voting for or against the proposition of whether the Baytown Crime Control and Prevention District should be continued for five (5) years and the crime control and prevention district sales and use tax should be continued for five (5) years; and

WHEREAS, the following entities, as applicable, will be holding an election and/or will provide certain election services on the same uniform election date:

- City of Baytown,
- Baytown Fire Control, Prevention, and Emergency Services District, and
- Harris and Chambers Counties; and

WHEREAS, to the extent necessary and practicable, such entities desire to hold joint elections in the election precincts that can be served by common polling places; and

WHEREAS, pursuant to Section 271.002 of the Texas Election Code, the terms of the joint election include the District agreeing to pay a portion of the election costs in exchange for the other entities:

- providing the voting equipment and supplies for early voting by personal appearance and mail and for election day;
- providing election workers;
- setting up the polling places;
- serving as the Early Voting Ballot Board;
- programming and operating the automatic tabulating equipment; and
- establishing and organizing the Central Counting Station; NOW THEREFORE,

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE BAYTOWN CRIME CONTROL AND PREVENTION DISTRICT:

Section 1: That the Board of Directors of the Baytown Crime Control and Prevention District hereby authorizes the General Manager to execute and the Secretary to attest to a joint election agreement with Chambers County for the continuation election to be held on the 3rd day of November, 2020, under terms and conditions satisfactory to the General Manager and the Interim General Counsel.

Section 2: That the City Council of the City of Baytown, Texas, authorizes payment in an amount not to exceed TWENTY-FIVE THOUSAND AND NO/100 DOLLARS (\$25,000.00), pursuant to the agreement identified in Section 1 hereof.

Section 3: This resolution shall take effect immediately from and after its passage by the Board of Directors of the Baytown Crime Control and Prevention District.

INTRODUCED, READ and PASSED by the affirmative vote of the Board of Directors of the Baytown Crime Control and Prevention District on this the 9th day of June, 2020.

RIKKI WHEELER, President

ATTEST:

LETICIA BRYSCH, Secretary

APPROVED AS TO FORM:

KAREN L. HORNER, Interim General Counsel



**BAYTOWN CRIME CONTROL AND
PREVENTION DISTRICT**

4. a.

Meeting Date: 06/09/2020

Cancellation of July 14, 2020, CCPD Regular Meeting

Prepared For: Kevin Troller, City Management

Prepared By: Leticia Brysch, City Clerk's Office

Information

ITEM

Consider a resolution canceling the Baytown Crime Control and Prevention District Regular Meeting scheduled for Tuesday, July 14, 2020.

PREFACE

This proposed resolution cancels the Baytown Crime Control and Prevention District (the "District") Regular Meeting scheduled for Tuesday, July 14, 2020.

Earlier in the year, staff reported that in order to comply with the new Senate Bill 2 (SB2) deadlines, the City of Baytown (the "City") had to approve its municipal budget at the beginning of August, which meant that all of the special district budgets must complete the approval of their budgets a month earlier than in previous years. Since the District will complete the approval of its budget and continuation election items at its June 9, 2020, meeting, there are no action items for consideration at the District's regularly scheduled July meeting; as such, President Wheeler requested that said meeting be canceled. This item allows the Board to cancel its July 14th meeting; however, should a meeting be required, staff would reach out to the directors to schedule a special meeting.

RECOMMENDATION

Staff recommends approval.

Fiscal Impact

Fiscal Year:

Acct Code:

Source of Funds (Operating/Capital/Bonds):

Funds Budgeted Y/N:

Amount Needed:

Fiscal Impact (Additional Information):

There is no fiscal impact associated with this item.

Attachments

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE BAYTOWN
CRIME CONTROL AND PREVENTION DISTRICT CANCELING THE
REGULAR BAYTOWN CRIME CONTROL AND PREVENTION DISTRICT
MEETING TO BE HELD ON JULY 14, 2020; AND PROVIDING FOR THE
EFFECTIVE DATE THEREOF.

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE BAYTOWN CRIME
CONTROL AND PREVENTION DISTRICT:

Section 1: That the Board of Directors of the Baytown Crime Control and Prevention
District hereby cancels the Regular Baytown Crime Control and Prevention District Meeting to
be held on July 14, 2020.

Section 2: This resolution shall take effect immediately from and after its passage by
the Board of Directors of the Baytown Crime Control and Prevention District.

INTRODUCED, READ and PASSED, by the affirmative vote of the Board of Directors
of the Baytown Crime Control and Prevention District this the 9th day of June, 2020.

RIKKI WHEELER, President

ATTEST:

LETICIA BRYSCH, Secretary

APPROVED AS TO FORM:

KAREN L. HORNER, Interim General Counsel



**BAYTOWN CRIME CONTROL AND
PREVENTION DISTRICT**

5. a.

Meeting Date: 06/09/2020

Hot Spot and Commercial Vehicle Enforcement (CVE) statistical reports

Prepared For: Keith Dougherty, Police

Information

ITEM

Presentation of the Baytown Crime Control and Prevention District Hot Spot and Commercial Vehicle Enforcement (CVE) statistical report.

PREFACE

Attached please find the Hot Spot report below:

May 2020 Hot Spot Statistics:

ALL

Arrests

33

Citations

118

Calls

264

Traffic

185

Ped Cont

159

DWI

0

Total Charges

96

Hours Spent Assisting Special Ops/Det: 30

The Commercial Vehicle Enforcement (CVE) statistical reports will be distributed at the meeting.

RECOMMENDATION



**BAYTOWN CRIME CONTROL AND
PREVENTION DISTRICT**

6. a.

Meeting Date: 06/09/2020

Next Meeting

Prepared For: Kevin Troller, City Management

Information

ITEM

The next Baytown Crime Control and Prevention District meeting is scheduled for Tuesday, October 13, 2020, at 4:30 P.M., in the Council Chamber located at City Hall, 2401 Market Street, Baytown, Texas 77520.

PREFACE

The next Baytown Crime Control and Prevention District meeting is scheduled for Tuesday, October 13, 2020, at 4:30 P.M., in the Council Chamber located at City Hall, 2401 Market Street, Baytown, Texas 77520.

RECOMMENDATION
