



Regular Session
Council Agenda Packet
April 15, 2021

CITY OF CROWLEY
CITY COUNCIL
Council Regular Session
April 15, 2021
ATTENDANCE SHEET

	<u>Worksession</u>	<u>Regular</u>
Council Member Johnny Shotwell, Place 1	_____	_____
Council Member Jerry Beck, Place 2	_____	_____
Council Member Jesse Johnson, Place 3	_____	_____
Mayor Pro Tem Carl Weber III, Place 4	_____	_____
Council Member Jimmy McDonald, Place 5	_____	_____
Council Member Christine Gilbreath, Place 6	_____	_____
Mayor Billy Davis	_____	_____
Staff:		
Robert Loftin, City Manager	_____	_____
Lori Watson, Finance Director/Asst City Mgr	_____	_____
Jack Thompson, EDC Director/Asst City Mgr	_____	_____
Rob Allibon, City Attorney	_____	_____
Carol Konhauser, City Secretary	_____	_____
Pleasant Brooks, Fire Chief	_____	_____
Kit Long, Chief of Police	_____	_____
Mike Rocamontes, Public Works Director	_____	_____
Rachel Roberts, Planning & Comm Dev Director	_____	_____
Cristina Winner, Community Services Director	_____	_____
Lisa Hansen, HR Administrator	_____	_____
Julie Hepler, Special Event Coordinator .	_____	_____
Jay Hinton, Media Relations	_____	_____



**AGENDA
CROWLEY CITY COUNCIL
APRIL 15, 2021
WORKSESSION - 6:30 p.m.**

**Crowley City Hall
201 E. Main Street
Crowley TX 76028**

Citizens may address the Council by filling out a blue "Citizen Participation" card to discuss any issue that is on the Agenda. Please turn in cards to the City Secretary. Speakers are limited to three minutes (if using a translator, the time limit will be doubled).

WORKSESSION - April 15, 2021 - 6:30 pm

I. CALL TO ORDER AND ROLL CALL

II. NON-ACTION ITEMS FOR DISCUSSION

1. None.

DISCUSSION OF ITEMS LISTED ON THE AGENDA

III. CONSENT AGENDA

All matters listed under the Consent Agenda are considered to be routine by the City Council and will be enacted by one motion. There will not be separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.

1. Discuss and consider approving the minutes from the regular meeting held April 1, 2021.

IV. PUBLIC HEARINGS

1. None.

V. CITY BUSINESS

1. Discuss and consider adoption of Ordinance 04-2021-424 an ordinance of the City Council of the City of Crowley, Texas, Ordering a Special Election to fill a vacancy to be held on June 19, 2021 for the purpose of electing a council member to Place 6 for the unexpired term ending May 2023; appointing an election judge and alternate judge, designating location of polling place; providing for dates; prescribing the hours; providing for an early voting ballot board; providing for the posting and publication of notice; and providing an effective date and authorize the Mayor to execute the Notice of Election.
2. Discuss and consider approval of a Lease Agreement between Johnson County and the City of Crowley for the lease of Voting Equipment (Auto Mark) for Early Voting and Election Day Voting for the Special Election to fill a vacancy to be held on Jun 19, 2021, City of Crowley voters and authorizing the Mayor to execute said agreement.
3. Discuss and consider Budget Amendment #2 for FY 2020-21 Crime Control and Prevention District in the amount of \$37,530.76.
4. Discuss and consider approval of the EDC Budget Amendment #2.
5. Discuss and consider Learning Partnership agreement with various universities.
6. Discuss and consider adoption of National Voter Registration Act (NVRA) plan for Library.

VI. ADJOURNMENT



**AGENDA
CROWLEY CITY COUNCIL
APRIL 15, 2021
REGULAR SESSION - 7:00 p.m.**

**Crowley City Hall
201 E. Main Street
Crowley TX 76028**

Citizens may address the Council by filling out a blue "Citizen Participation" card to discuss any issue that is on the Agenda. Please turn in cards to the City Secretary. Speakers are limited to three minutes (if using a translator, the time limit will be doubled).

REGULAR SESSION - April 15, 2021 - 7:00 pm

I. CALL TO ORDER AND ROLL CALL

II. INVOCATION

III. PLEDGE TO ALLEGIANCE TO THE AMERICAN AND TEXAS FLAGS

"I pledge allegiance to the flag of the United States of America and to the Republic for which it stands, one nation, under God, indivisible, with Liberty and Justice for all."

"Honor the Texas flag; I pledge allegiance to thee, Texas, one state, under God, one and indivisible."

IV. PRESENTATIONS/PROCLAMATIONS

1. Proclamation - National Public Safety Telecommunication's Week

V. CONSENT AGENDA

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1. Discuss and consider approving the minutes from the regular meeting held April 1, 2021.

VI. PUBLIC HEARINGS

1. None.

VII. CITY BUSINESS

1. Discuss and consider adoption of Ordinance 04-2021-424 an ordinance of the City Council of the City of Crowley, Texas, Ordering a Special Election to fill a vacancy to be held on June 19, 2021 for the purpose of electing a council member to Place 6 for the unexpired term ending May 2023; appointing an election judge and alternate judge, designating location of polling place; providing for dates; prescribing the hours; providing for an early voting ballot board; providing for the posting and publication of notice; and providing an effective date and authorize the Mayor to execute the Notice of Election.
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3. Discuss and consider Budget Amendment #2 for FY 2020-21 Crime Control and Prevention District in the amount of \$37,530.76.
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6. Discuss and consider adoption of National Voter Registration Act (NVRA) plan for Library.

VIII. ADVISORY BOARDS AND COMMISSISONS

1. Reports

None

****An agenda information packet is available for public inspection in the Crowley Library and on the City website, under Agenda Packets****

2. Appointments/Reappointments

a. Economic Development Corporation - Vice President - Council member Carl Weber III

Jerry Beck Place 2 Remainder of term ending Sep 30, 2022

Tina Pace Place 6 Remainder of term ending Sep 30, 2022

IX. PUBLIC COMMENT

If you wish to make a public comment or discuss subjects not listed on the Agenda, please fill out a (yellow) Visitor's Participation card and submit to the City Secretary. There will be no formal actions taken on subjects presented during public comments. Please NOTE council may NOT address or converse with you regarding a NON-AGENDA ITEM. The public comment period will only allow members of the public to present ideas and information to the City Officials and Staff.

X. ITEMS OF COMMUNITY INTEREST

Items of community interest include expressions of thanks, congratulations, or condolence; information regarding holiday schedules; honorary recognitions of city officials, employees or citizens; reminders about upcoming events sponsored by the city or other entity that is scheduled to be attended by a city official or employee; and announcements involving imminent threats to the public health and safety

XI. EXECUTIVE SESSION

Pursuant to Chapter 551, Texas Government Code, the Council reserves the right to convene in Executive Session(s), from time to time as deemed necessary during this meeting for any posted agenda item to receive advice from its attorney as permitted by law, or to discuss the following as permitted by Government Code:

- 1. Section 551.071 (Consultation with Attorney)**
- 2. Section 551.072 (Deliberations about Real Property)**
- 3. Section 551.074 (Personnel Matters)**
- 4. Section 551.087 (Business Prospect/Economic Development)**

XII. RECONVENE AND TAKE ACTION FROM EXECUTIVE SESSION

Reconvene into open session and take any necessary action resulting from items posted and legally discussed in Closed Session.

XIII. ADJOURNMENT

I, the undersigned authority, do hereby certify that this Agenda of the City Council Meeting to be held on Thursday, April 15, 2021, of the governing body of the City of Crowley is a true and correct copy posted on _____, 20____ at _____ am/ pm to the City Website and at Crowley City Hall, a place convenient and readily accessible to the public at all times.

City of Crowley

Carol C. Konhauser, City Secretary

THE CITY COUNCIL RESERVES THE RIGHT OF THE FOLLOWING:

1. ITEMS DO NOT HAVE TO BE CONSIDERED IN THE SAME ORDER AS SHOWN ON THIS AGENDA;
 2. THE COUNCIL MAY CONTINUE OR RECESS ITS DELIBERATIONS TO THE NEXT CALENDAR DAY IF IT DEEMS IT NECESSARY.
- The Crowley City Hall is wheelchair accessible and accessible parking spaces are available. Requests for accommodations must be made 48 hours prior to this meeting. Please contact the City Secretary's Office at (817) 297-2201 ext. 4000, or email ckonhauser@ci.crowley.tx.us for further information.

NOTICE: A quorum of the Crime Control and Prevention District Board of Directors and the Economic Development Board of Directors will be present at this meeting; however, neither Board will take action on any items on this posted agenda.

PROCLAMATION FOR NATIONAL PUBLIC SAFETY TELECOMMUNICATOR'S WEEK

Whereas, the National Public Safety Telecommunicators Week was established by the United States Congress in 1991 as a way to recognize the vital link emergency telecommunicators serve between the public and emergency responders; and

Whereas, the Governor of Texas, Greg Abbott, proclaimed April 11-17, 2021, as Public Safety Telecommunicators Week; and

Whereas, the Telecommunicators of the law enforcement agency of the City of Crowley play an essential role in safeguarding the rights and freedoms of Crowley; and

Whereas, Emergencies can occur at any time that requires police, fire or emergency medical services, and when an emergency occurs the prompt response of law enforcement, firefighters and paramedics is critical to the protection and life and preservation of property; and

Whereas, the safety of our police officers and firefighters is dependent upon the quality and accuracy of information obtained from citizens who contact the Crowley Police Department and Tarrant County 9-1-1; and

Whereas, Public Safety Dispatchers are the first and more critical contact our citizens have with emergency services, and are the single vital link for our police officers and firefighters by monitoring their activities by radio, providing them information and ensuring their safety; and

Whereas, the Public Safety Dispatchers of the Crowley Police Department have contributed substantially to the apprehension of criminals, suppression of fires, and treatment of patients, and each Dispatcher has exhibited compassion, understanding, and professionalism during the performance of his/her job in the past year.

Now, Therefore, be it resolved, that I, Mayor Billy Davis of the City of Crowley, call upon all citizens of Crowley to observe April 11-17, 2021, as Public Safety Telecommunicator's Week with appropriate observances in which all of our people may join in commemorating Dispatchers, past and present, who, by their faithful and loyal devotion to their responsibilities, have rendered a dedicated service to their communities and, in doing so, have established for themselves an enviable and enduring reputation for preserving the rights and security of all citizens.

In witness thereof, I have hereunto set my hand and caused the Seal of the City of Crowley to be affixed.

[Seal]

Mayor Billy Davis



Crowley City Council

AGENDA REPORT

Meeting Date: April 15, 2021

Agenda Item: V-1

Staff Contact: Carol C. Konhauser
City Secretary

E-mail: ckonhauser@ci.crowley.tx.us

Phone: 817-297-2201-X 4000

SUBJECT: Discuss and consider approving the minutes from the regular meeting held April 1, 2021.

BACKGROUND/DISCUSSION

Consider approval of minutes as presented.

FINANCIAL IMPACT

None

RECOMMENDATION

Staff recommends approval of the minutes as presented; council consideration is respectfully requested.

ATTACHMENTS

- Minutes

MINUTES OF THE CITY COUNCIL WORK SESSION HELD April 1, 2021. The City Council of the City of Crowley, Texas met in Work Session on Thursday, April 1, 2021, at 6:30 pm in the City Council Chambers, 201 East Main Street, Crowley City Hall, Crowley, Texas.

Present were Mayor Billy P. Davis
Council Member Johnny Shotwell, City Council Place 1
Council Member Jerry Beck, City Council Place 2
Council Member Jesse Johnson, City Council Place 3
Mayor Pro-Tem Carl T. Weber III, City Council Place 4
Council Member Jimmy McDonald, City Council Place 5
Vacant - City Council Place 6

City staff included: City Manager Robert Loftin
Asst City Mngr/Finance Director, Lori Watson
Asst City Mngr/EDC Director, Jack Thompson
City Attorney, Rob Allibon
City Secretary, Carol Konhauser
Planning and Community Dev Director, Rachel Roberts

Absent: None

CALL TO ORDER/ ROLL CALL

Mayor Billy Davis called the Work Session to order at 6:31 p.m. City Secretary Carol Konhauser called roll and noted a quorum was present.

DISCUSSION OF NON-ACTION ITEMS

1. None.

CONSENT AGENDA

All matters listed under the Consent Agenda are considered to be routine by the City Council and will be enacted by one motion. There will not be separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.

1. **Discuss and consider approving the minutes from the regular meeting held Mar 18, 2021.**
No discussion.

PUBLIC HEARING

1. None.

CITY BUSINESS

1. **Discuss and consider approval of a preliminary plat for Karis Addition phases 1-3, an approximately 263.10 acre tract owned by Bauer Farms LLC and located west of the railroad line, north of Main St and Race St, east of McCart, in the F. M. Wells Survey Abstract 1683, S. T. Wells Survey Abstract No 1684, T. Toler Survey Abstract 1536, J. C. Hunton Survey Abstract 728, J. W. Haynes Survey Abstract 780, S. S. Reynolds Survey Abstract 1316, and the John Click Survey Abstract 287. Case # PP-2021-004.**

Planning and Community Development Director Rachel Roberts stepped up to give an overview of the Karis Preliminary Plat. She explained that the land includes a portion that was previously platted as Deer Creek Estates and that the City had approved vacating the plat last year. When the vacated plat was submitted to the County for filing, they rejected it because it was not in the appropriate format. So, at this time, the plat still has not been vacated, but the applicant is working to get this updated and have the plat abandoned. The Planning and Zoning Commission did recommend approval, with the condition that the Deer Creek Estates plat must be vacated and filed with the county before a final plat will be approved.

ADJOURNMENT

As there was no further business to discuss, the work session was adjourned at 6:38 pm.

MINUTES OF THE CITY COUNCIL REGULAR SESSION HELD April 1, 2021. The City Council of the City of Crowley, Texas met in Regular Session on Thursday, April 1, 2021, at 7:00 pm in the City Council Chambers, 201 East Main Street, Crowley City Hall, Crowley, Texas.

Present were Mayor Billy P. Davis
Council Member Johnny Shotwell, City Council Place 1
Council Member Jerry Beck, City Council Place 2
Council Member Jesse Johnson, City Council Place 3
Mayor Pro-Tem Carl T. Weber III, City Council Place 4
Council Member Jimmy McDonald, City Council Place 5
Vacant - City Council Place 6

City staff included: City Manager Robert Loftin
Asst City Mngr/Finance Director, Lori Watson
Asst City Mngr/EDC Director, Jack Thompson
City Attorney, Rob Allibon
City Secretary, Carol Konhauser
Planning and Community Dev Director, Rachel Roberts

Absent: None

CALL TO ORDER/ ROLL CALL

Mayor Billy Davis called the Regular Session to order at 7:00 p.m. City Secretary Carol Konhauser called roll and noted a quorum was present.

INVOCATION/PLEDGE OF ALLEGIANCE

Invocation was given by Council Member Jesse Johnson followed by the Pledge of Allegiance to the American and Texas Flags.

PRESENTATIONS/PROCLAMATIONS

1. Proclamation - Child Abuse Prevention Month.

Council Member Jesse Johnson read the Child Abuse Prevention Month Proclamation which was presented by the Mayor to the Alliance for Children.

CONSENT AGENDA

All matters listed under the Consent Agenda are considered to be routine by the City Council and will be enacted by one motion. There will not be separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.

1. Discuss and consider approving the minutes from the regular meeting held March 18, 2021.

Council Member Jesse Johnson made the motion to approve the Consent Agenda item(s), second by Council Member Jimmy McDonald; council voted unanimously to approve the motion as presented. Motion carried 6-0.

PUBLIC HEARING

1. None.

CITY BUSINESS

1. Discuss and consider approval of a preliminary plat for Karis Addition phases 1-3, an approximately 263.10 acre tract owned by Bauer Farms LLC and located west of the railroad line, north of Main St and Race St, east of McCart, in the F. M. Wells Survey Abstract 1683, S. T. Wells Survey Abstract No 1684, T. Toler Survey Abstract 1536, J. C. Hunton Survey Abstract 728, J. W. Haynes Survey Abstract 780, S. S. Reynolds Survey Abstract 1316, and the John Click Survey Abstract 287. Case # PP-2021-004.

Council Member Jim McDonald made the motion to approve the preliminary plat for Karis Addition, phases 1-3, with the condition that the Deer Creek Estates plat is vacated and filed with

the County Clerk's office as recommended by the Planning and Zoning Commission, second by Council Member Carl Weber. Mayor Billy Davis abstained from the vote. Council voted unanimously to approve the motion as presented. Motion carried 5-0

ADVISORY BOARDS AND COMMISSIONS

Reports/appointments or reappointments.

1. Reports:

None

2. Appointments/Reappointments:

None

PUBLIC COMMENT

Mayor Davis asked if there were any citizens or visitors wishing to speak. There was no one that came forward.

ITEMS OF COMMUNITY INTEREST

Mayor Davis then asked if there were any community interest items.

Council Members Johnny Shotwell, Jerry Beck, and Carl Weber said a few words in recognition of Council Member Christine Gilbreath who passed away on Mar 28, 2021.

As there was no further business, Mayor Davis adjourned the meeting at 7:11 p.m.

ATTEST:

Billy Davis, Mayor

Carol C. Konhauser, City Secretary



Crowley City Council

AGENDA REPORT

Meeting Date: April 15, 2021

Agenda Item: VII-1

Staff Contact: Carol Konhauser
City Secretary

E-mail: ckonhauser@ci.crowley.tx.us

Phone: 817-297-2201-X4000

SUBJECT: Discuss and consider adoption of Ordinance 04-2021-424 an ordinance of the City Council of the City of Crowley, Texas, Ordering a Special Election to fill a vacancy to be held on June 19, 2021 for the purpose of electing a council member to Place 6 for the unexpired term ending May 2023; appointing an election judge and alternate judge, designating location of polling place; providing for dates; prescribing the hours; providing for an early voting ballot board; providing for the posting and publication of notice; and providing an effective date and authorize the Mayor to execute the Notice of Election.

BACKGROUND/DISCUSSION

In accordance with Article XI, Section 11, of the TX Constitution and our City Charter, the city must call a Special Election to fill a vacancy within 120 days of the occurrence. Staff is requesting to hold a Special Election on Saturday, June 19, 2021, which would be 83 days since the vacancy occurred.

Passage of Ordinance 04-2021-424, will order the special election to fill a vacancy by electing a council member to Place 6 for then unexpired term ending May 2023 and authorize the Mayor to execute the Notice of Election for a Special Election. The Notice of Special Election will be posted and published in English, Spanish and Vietnamese. This notice describes the nature and date of the election; location and hours of the polling places; location, date and hours for early voting as prescribed by the Texas Secretary of State.

FINANCIAL IMPACT

In the past, the cost of an election that was not shared with the ISD has been approximately \$10,000.00.

RECOMMENDATION

Staff recommends adoption of Ordinance 04-2021-424 ordering the Special Election and authorizing the Mayor to execute the Notice of Election.

ATTACHMENTS

- Ordinance 04-2021-424
- Election Order
- Notice of Election

ORDINANCE NO. 04-2021-424

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CROWLEY, TEXAS, CALLING FOR AND ORDERING A SPECIAL ELECTION TO FILL A VACANCY TO BE HELD ON JUNE 19, 2021 FOR THE PURPOSE OF ELECTING A COUNCIL MEMBER TO PLACE 6 FOR THE UNEXPIRED TERM ENDING MAY 2023; APPOINTING AN ELECTION ADMINISTRATOR, VOTING CLERK, ELECTION JUDGE AND ALTERNATE ELECTION JUDGE; DESIGNATING THE LOCATION OF POLLING PLACE; PROVIDING FOR DATES; PRESCRIBING THE HOURS; PROVIDING FOR AN EARLY VOTING BALLOT BOARD; PROVIDING FOR THE POSTING AND PUBLICATION OF NOTICE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Crowley, Texas, 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, the City of Crowley Charter provides that City Elections shall be held in accordance with the laws of the State of Texas; and

WHEREAS, pursuant to Article XI, Section 11, of the Texas Constitution and Article III The City Council, Section 3.06 Vacancies and Forfeiture of Office, of the City of Crowley's Home Rule Charter, stating "Any city, whether home rule or general law, that has increased its terms of office to three (3) years or four (4) years must fill vacancies by a majority vote at a Special Election within 120 days after the vacancy occurs."; and

WHEREAS, pursuant to the City Charter as amended in 2013 the offices of the Mayor and Council Members are for 3-year terms, and

WHEREAS, the City Council of Crowley hereby calls a Special Election to fill a Vacancy for the purpose of electing a Council Member to Place 6 for the remainder of the term expiring May 2023; and

WHEREAS, it is the intention of the City Council to designate polling places for the election, to appoint the necessary election officers, and to establish and set for the procedures for conducting the election; and

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CROWLEY, TEXAS THAT:

Section 1. Special Election Called. An election is hereby called to elect for the position of City Council Place 6 to serve the remainder of the three (3) year term expiring May 2023 or until their successors are duly elected and qualified. The election shall be held on June 19, 2021 between the hours of 7:00 a.m. and 7:00 p.m. at locations set forth in the Notice of Election.

Section 2. Election Agreements. The Mayor is authorized to enter into election agreements as authorized in the Texas Election Code. In the event of a conflict between this ordinance and the Agreement(s), the Agreement(s) shall control.

Section 3. Application for Place on Ballot. Qualified persons may file as candidates for the Special Election by filing applications in the office of the City Secretary, Monday- Friday from 8:00 a.m. to 5:00 p.m., beginning April 16, 2021 and ending May 10, 2021.

Section 4. Appointment of Election Administrator and Voting Clerk. For both Tarrant County and Johnson County Voters, Carol Konhauser, City Secretary, (“Elections Administrator”) is hereby designated as the Voting Clerk for both Early Voting and Election Day Voting, and she may appoint the necessary deputy clerks as required.

Section 5. Appointment of Election Judge and Alternate Election Judge. The following named individuals are hereby appointed to serve as election officer for the Election and Early Voting Ballot Board for the June 16, 2021, Special Election:

Presiding Election Judge
Alternate Presiding Judge/Clerk

Theresa Freihage
Erin Hoffman and Santa Gutierrez

Section 6. Early Voting.

a. **Early voting by personal appearance.** The location for early voting shall be, for both Tarrant County and Johnson County, City of Crowley voters:

Crouch Event Center in Bicentennial Park
900 E Glendale St
Crowley TX 76036

Early voting by personal appearance shall commence June 7, 2021 and end on June 15, 2021 during the below listed hours.

Monday, June 7, 2021	8:00 a.m. until 5:00 p.m.
Tuesday, June 8, 2021	8:00 a.m. until 5:00 p.m.
Wednesday, June 9, 2021	8:00 a.m. until 5:00 p.m.
Thursday, June 10, 2021	8:00 a.m. until 5:00 p.m.
Friday, June 11, 2021	8:00 a.m. until 5:00 p.m.
Monday, June 14, 2021	7:00 a.m. until 7:00 p.m.
Tuesday, June 15, 2021	7:00 a.m. until 7:00 p.m.

b. **Early voting - *Ballot to be Voted by Mail.*** Applications for ballot to be voted by mail may be delivered to the respective County Elections Administrator by **US Postal Service, common or contract carrier, telephonic facsimile machine, or email**, not later than close of business on Tuesday, **June 8, 2021**. Applications for ballot to be voted by mail may also be delivered **in person** to the address listed below by the end of business on Friday, **June 4, 2021**.



Tarrant County (USPS):
Tarrant County Elections
P.O Box 961011
Fort Worth, TX 76161

(Express Courier)
Tarrant County Elections
2700 Premier St
Fort Worth, TX 76111

Tarrant County Fax: (817) 831-6118
Tarrant County Email: votebymail@tarrantcounty.com



Johnson County
Johnson County Elections Office
103 S Walnut St
Cleburne TX 76033

Johnson County Email: vote@johnsoncountytexas.org

Ballots to be voted by mail will be mailed to voters not later than the seventh (7) calendar day after verification by the voting clerk or the date the ballots become available for mailing, whichever occurs later.

The voting clerk must physically receive marked ballots by the last mail delivery on Election Day which is Saturday, June 19, 2021. If the ballot is being mailed from outside of the US, the ballot must be received by the last mail delivery on the fifth (5th) calendar day following the election which would be Thursday, June 24, 2021. Marked ballots may also be delivered in person **ONLY** on Election Day, June 19, 2021, while polls are open.

c. **Early voting Ballot Board.** Early voting, both by personal appearance and by mail shall be canvassed by the Early Voting Ballot Board which is hereby created. The Presiding Election Judge and Alternate Presiding Election Judge, appointed herein, shall serve as the presiding officer and alternate presiding officer, respectively, of the Early Voting Ballot Board. The other election officers serving at the election shall serve as the other members of the Early Voting Ballot Board.

Section 7. Runoff Election. In accordance with Section 2.015 of the Texas Election Code, in the event no candidate receives a majority of votes for an office, there shall be a runoff election held on, Saturday, July 31, 2021. The polling place on Election Day for the runoff election shall be at the same polling place as the original election, and the hours of voting shall be between 7:00 a.m. and 7:00 p.m. Early voting by personal appearance shall be held at the same location set out in Section 6, beginning on July 19, 2021 and continuing through July 27, 2021 at the times listed below.

Monday, July 19, 2021	8:00 a.m. until 5:00 p.m.
Tuesday, July 20, 2021	8:00 a.m. until 5:00 p.m.
Wednesday, July 21, 2021	8:00 a.m. until 5:00 p.m.
Thursday, July 22, 2021	8:00 a.m. until 5:00 p.m.
Friday, July 23, 2021	8:00 a.m. until 5:00 p.m.
Monday, July 26, 2021	7:00 a.m. until 7:00 p.m.
Tuesday, July 27, 2021	7:00 a.m. until 7:00 p.m.

Section 8. Method of Voting. The City Secretary is hereby authorized and instructed to provide and furnish all necessary election supplies to conduct the Election, in accordance with this Ordinance. Early Voting by personal appearance and Election Day voting shall be conducted by using the M100 Optical Scan Voting System or AutoMark Accessibility Unit and shall be conducted in accordance with the Election Code.

Section 9. Governing Law and Qualified Voters. The election shall be held in accordance with the Constitution of the State of Texas and the Texas Election Code, and all resident qualified voters of the City shall be eligible to vote at the election.

Section 10. Publication and Posting of Notice of Election. Notice of the election shall be given as required by the Texas Election Code.

Section 11. Delivery of Returns. Immediately after the closing of the polls on the day of the election, the election officers named in this ordinance shall make and deliver the returns of the election in accordance with the Texas Election Code.

Section 12. Submissions to the Texas Secretary of State or United States Justice Department. The City Secretary of the City of Crowley or her designee is authorized to make such submissions as are necessary to the Texas Secretary of State or the United States Justice Department, if any, to seek pre-clearance for any changes in voting practices.

Section 13. Necessary Actions. The Mayor and the City Secretary of the City, in consultation with the City Attorney are hereby authorized and directed to take any and all actions necessary to comply with the provisions of the Code in carrying out and conducting the election, whether or not expressly authorized herein.

Section 14. Effective Date. This ordinance shall be effective upon its adoption.

PASSED AND APPROVED ON THIS ____ DAY OF _____, 2021.

CITY OF CROWLEY, TEXAS

Billy P. Davis
MAYOR

ATTEST:

Carol C. Konhauser
CITY SECRETARY

APPROVED AS TO FORM:

Rob Allibon
CITY ATTORNEY

ORDER OF SPECIAL ELECTION FOR MUNICIPALITIES
(ORDEN DE ELECCION ESPECIAL PARA MUNICIPIOS)
(Lệnh bầu cử đặc biệt cho các thành phố)

A Special Election is hereby ordered to be held on June 19, 2021, from 7:00 a.m. to 7:00 p.m. for the purpose of filling a vacancy by electing a council member to Place 6 for the remainder of the unexpired term ending May 2023.
(Se ordena la celebración de una Elección Especial el 19 de junio de 2021, de 7:00 a.m. a 7:00 p.m. con el propósito de llenar una vacante eligiendo a un miembro del consejo para el puesto 6 por el resto del periodo restante que termina en mayo de 2023.)
(Theo đó, một cuộc Bầu cử đặc biệt sẽ được tổ chức vào ngày 19 tháng 6 năm 2021, từ 7 giờ sáng đến 7 giờ tối. với mục đích lấp đầy chỗ trống bằng cách bầu một thành viên hội đồng quản trị vào Vị trí số 6 trong thời gian còn lại của nhiệm kỳ chưa hết vào tháng 5 năm 2023.)

Early Voting by personal appearance for City of Crowley, Tarrant County and Johnson County voters will be conducted each weekday between June 7, 2021 through June 15, 2021 at the Crouch Event Center in Bicentennial Park, 900 E Glendale St, Crowley, Texas 76036 as follows:
(La votación en adelantada en persona para los votantes de la Ciudad de Crowley y los Condados de Tarrant y Johnson se llevara acabo el 7 de junio, 2021 hasta el 15 de junio, 2021 en el Crouch Event Center en Bicentennial Park, 900 E Glendale St, Crowley, Texas 76036 de la siguiente manera:)
(Bỏ phiếu sớm bằng cách xuất hiện cá nhân cho các cử tri của Thành phố Crowley, Hạt Tarrant và Hạt Johnson sẽ được tiến hành mỗi ngày trong tuần từ ngày 7 tháng 6 năm 2021 đến ngày 15 tháng 6 năm 2021 tại Trung tâm Sự kiện Crouch trong Công viên. Bicentennial, 900 E Glendale St, Crowley, Texas 76036 như sau:)

June 7 - 11, 2021 (7 al 11 de junio de 2021) (Ngày 7 đến 11 tháng 6 năm 2021)	Monday-Friday (Lunes-Viernes) (Thứ Hai đến thứ Sáu)	8:00 am- 5:00 pm (8:00 am- 5:00 pm) (8:00 sáng đến 5:00 chiều)
June 12 & 13, 2021 (12 y 13 de junio de 2021) (Ngày 12 và 13 tháng 6 năm 2021)	Saturday & Sunday (sábado y domingo) (thứ bảy và chủ nhật)	NO VOTING (Sin votación) (Không bỏ phiếu)
June 14 & 15, 2021 (14 y 15 de junio de 2021) (Ngày 14 và 15 tháng 6 năm 2021)	Monday & Tuesday (lunes y martes) (Thứ hai và thứ ba)	7:00 am – 7:00 pm (7:00 am – 7:00 pm) (7:00 sáng đến 7:00 tối)

Applications for ballot by mail shall be mailed to:
(Las solicitudes para boletas que se votarán en ausencia por correo deberán enviarse a:)
(Đơn xin bỏ phiếu qua thư sẽ được gửi đến:)

City Hall
Attn: Carol Konhauser
201 East Main Street
Crowley, Texas 76036

Applications can be scanned with an original signature and emailed to ckonhauser@ci.crowley.tx.us
(Las aplicaciones pueden ser escaneadas con una firma original y enviadas por correo electrónico a ckonhauser@ci.crowley.tx.us)
(Các ứng dụng có thể được quét bằng chữ ký gốc và gửi qua email tới ckonhauser@ci.crowley.tx.us)

Applications for ballots by mail must be received no later than the close of business on Tuesday, June 8, 2021.
(Las solicitudes para boletas que se votaron en ausencia por correo deberán recibirse para el fin de las horas de negocio el martes, 8 de junio, 2021)
(Đơn xin phiếu bầu qua thư phải được nhận không muộn hơn ngày kết thúc kinh doanh vào thứ ba ngày 8 tháng 6 năm 2021.)

Issued this the 15th day of April 2021. (Emitada este dia 15 de abril, 2021) (Phát hành này vào ngày 15 tháng 4 năm 2021.)

Billy P. Davis
Signature of Mayor
(Firma del Alcalde)
(Chữ ký của Thị trưởng)

Johnny Shotwell
Signature of Council Member 1
(Firma de la Miembro del Consejo 1)
(Chữ ký của thành viên Hội đồng 1)

Jerry Beck
Signature of Council Member 2
(Firma de la Persona del Consejo 2)
(Chữ ký của thành viên Hội đồng 2)

Jesse Johnson
Signature of Council Member 3
(Firma de la Persona del Consejo 3)
(Chữ ký của thành viên Hội đồng 3)

Carl T. Weber, III
Signature of Council Member 4
(Firma de la Persona del Consejo 4)
(Chữ ký của thành viên Hội đồng 4)

Jimmy McDonald
Signature of Council Member 5
(Firma de la Persona del Consejo 5)
(Chữ ký của thành viên Hội đồng 5)

Instruction Note: A copy of this election order must be delivered to the County Clerk/Elections Administrator and Voter Registrar not later than 60 days before election day.

**NOTICE OF SPECIAL ELECTION
(AVISO DE ELECCION ESPECIAL)
(THÔNG BÁO BẦU CỬ ĐẶC BIỆT)**

To the Registered Voters of the City of Crowley, Texas:
(a los votantes registrados de la Ciudad de Crowley, Texas)
(Gửi đến những người bỏ phiếu đã đăng ký của Thành phố Crowley, Texas:)

Notice is hereby given that the polling place(s) listed below will be open from 7:00 a.m. to 7:00 p.m., on Saturday, June 19, 2021, for voting in a Special Election for the purpose of filling a vacancy by electing a council member to Place 6 for the remainder of the unexpired term ending May 2023.

(Por la presente se notifica que los lugares de votación que se enumeran a continuación estarán abiertos de 7:00 am a 7:00 pm, el sábado 19 de junio de 2021, para votar en una Elección Especial con el propósito de llenar una vacante al elegir un miembro del consejo al puesto 6 por el resto del período restante que termina en mayo de 2023.)

(Bằng văn bản, hãy thông báo rằng (các) địa điểm bỏ phiếu được liệt kê dưới đây sẽ mở cửa từ 7:00 sáng đến 7:00 tối, vào Thứ Bảy, ngày 19 tháng 6 năm 2021, để bỏ phiếu về Cuộc Bầu cử Đặc biệt. Các cuộc Bầu cử Đặc biệt nhằm mục đích lấp đầy khoảng trống bằng cách bầu một thành viên hội đồng quản trị vào Địa điểm 6 trong thời gian còn lại của nhiệm kỳ chưa hết hạn vào tháng 5 năm 2023.)

**LOCATION OF POLLING PLACE(S) ON ELECTION DAY
(DIRECCION(ES) DE LAS CASILLAS ELECTORALES)
(VỊ TRÍ CỦA NƠI SAU (S) VÀO NGÀY BẦU CỬ)**

TARRANT COUNTY VOTERS
(VOTANTES DEL CONDADO TARRANT)
(VOTERS QUẬN TARRANT)

JOHNSON COUNTY VOTERS
(VOTANTES DEL CONDADO JOHNSON)
(VOTERS QUẬN JOHNSON)

Crouch Event Center at Bicentennial Park
900 East Glendale Street
Crowley, Texas 76036

Early Voting by personal appearance for City of Crowley, Tarrant County and Johnson County voters will be conducted each weekday between June 7, 2021 through June 15, 2021 at the Crouch Event Center in Bicentennial Park, 900 E Glendale St, Crowley, Texas 76036 as follows:

(La votación en adelantada en persona para los votantes de la Ciudad de Crowley y los Condados de Tarrant y Johnson se llevara acabo el 7 de junio, 2021 hasta el 15 de junio, 2021 en el Crouch Event Center en Bicentennial Park, 900 E Glendale St, Crowley, Texas 76036 de la siguiente manera:)

(Bỏ phiếu sớm bằng cách xuất hiện cá nhân cho các cử tri của Thành phố Crowley, Hạt Tarrant và Hạt Johnson sẽ được tiến hành mỗi ngày trong tuần từ ngày 7 tháng 6 năm 2021 đến ngày 15 tháng 6 năm 2021 tại Trung tâm Sự kiện Crouch trong Công viên. Bicentennial, 900 E Glendale St, Crowley, Texas 76036 như sau:)

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(Đơn xin bỏ phiếu qua thư sẽ được gửi đến:)

TARRANT COUNTY VOTERS
(VOTANTES DEL CONDADO TARRANT)
(VOTERS QUẬN TARRANT)

JOHNSON COUNTY VOTERS
(VOTANTES DEL CONDADO JOHNSON)
(VOTERS QUẬN JOHNSON)

City Hall
Attn: Carol Konhauser
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Applications can be scanned with an original signature and emailed to ckonhauser@ci.crowley.tx.us

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Applications for ballots by mail must be received no later than the close of business on:

(Las solicitudes para boletas que se votarán en ausencia por correo deberán recibirse para el fin de las horas de negocio el)

(Đơn xin phiếu bầu qua thư phải được nhận không muộn hơn ngày kết thúc kinh doanh vào:)

Tuesday, June 8, 2021 (martes, 8 de junio, 2021) (Thứ ba ngày 8 tháng 6 năm 2021)

Issued this the 15th day of April, 2021 (Emitada este día 15 de abril, 2021) (Phát hành vào ngày 15 tháng 4 năm 2021)

Billy P. Davis, Mayor
(Firma del Alcalde)
(Thị trưởng thành phố)



Crowley City Council

AGENDA REPORT

Meeting Date: April 15, 2021
Agenda Item: VII-2

Staff Carol Konhauser
Contact: City Secretary
E-mail: ckonhauser@ci.crowley.tx.us
Phone: 817-297-2201-X4000

SUBJECT: Discuss and consider approval of a Lease Agreement between Johnson County and the City of Crowley for the lease of Voting Equipment (Auto Mark) for Early Voting and Election Day Voting for the Special Election to fill a vacancy to be held on Jun 19, 2021, City of Crowley voters and authorizing the Mayor to execute said agreement.

BACKGROUND/DISCUSSION

The Help America Vote Act (HAVA) requires voting systems accessible for individuals with disabilities, including, non-visual accessibility for the blind and visually impaired, in a manner that provides the same opportunity for privacy and independence as other voters. Currently, the City does not have a HAVA compliant voting system and will need to lease one from Johnson County for the upcoming election.

FINANCIAL IMPACT

The cost is \$350.00 per machine, we will only be required to have one (1) to be used during Early Voting/ Election Day; as indicated in the contract for election services. This is the same cost we have paid to lease the machine for the past several years.

RECOMMENDATION

Staff recommends approval of the agreement to proceed with the upcoming elections.

ATTACHMENTS

- Lease Agreement for the Voting Equipment with Johnson County (AutoMark)

VOTING MACHINE LEASE AGREEMENT BETWEEN JOHNSON COUNTY and

LESSEE: CITY OF CROWLEY

THIS AGREEMENT is entered on this _____ day of, _____ 2021, by and between the County of Johnson, a duly and lawfully organized county of the State of Texas ("County") and City of Crowley hereinafter referred to as "Lessee". Lessee herein is a political subdivision of the State of Texas, being either a City or a School District or other Special District.

RECITALS:

WHEREAS, public convenience will be furthered by authorizing the Lessee to utilize voting machines owned by Johnson County, Texas.

WHEREAS, Lessee has requested County to lease to Lessee one or more (depending upon availability) AutoMark Voting Machines (hereafter "Voting Machines") for recording votes.

WHEREAS, Lessee desires to contract with JOHNSON COUNTY for the use of voting machines described as AutoMark Voting Machines for Lessee's election and run-off election if necessary.

AGREEMENT:

NOW THEREFORE, for value received and in consideration of the covenants, conditions, and premises herein contained, the parties agree as follows;

1. County agrees to lease to Lessee the Voting Machines for a fee of **\$350.00 per machine paid in advance**. Said payment is for a period of **June 3, 2021** through **June 22, 2021** and is due on **June 3, 2021**. Lessee agrees to pay at the time of pick up, the amount of the equipment lease as established herein.

2. In the event Lessee needs to have a run-off election, this Agreement shall be extended for the time necessary for Lessee to conduct its run-off election upon Lessee's notification to County of the run-off election. Lessee will owe County an additional \$350.00 per voting machine leased by Lessee. Any additional fees owed to County by Lessee for the use of the voting machines for the run-off election will be invoiced by County upon Lessee's notification to County of the run-off election. Lessee shall pay said invoiced amount to County within thirty (30) days of the receipt of the invoice from County.

3. In the event the equipment leased from County to Lessee pursuant to this lease is stolen, lost, damaged, vandalized, destroyed or rendered inoperable, whether intentional or not, Lessee agrees to reimburse County for the replacement or repair of such equipment. The repair cost shall be determined by the equipment service vendor. The Lessee's payment for repair or replacement costs for damaged or lost equipment, or service cost resulting from same shall be remitted to County by Lessee within thirty (30) days of written request by County.

4. County shall supply the Lessee with (1) (number of AutoMark machines).
5. **Lessee is responsible for the following actions or functions:**
 - A. Pick-Up and Delivery of equipment back to the Elections Administrator's Office within 24 hours after an election.
 - B. Ordering Optical Scan Ballots for the AutoMark
 - C. Contacting ES&S for coding of AutoMark voting machines.
 - D. Theft or damage to the AutoMark voting machines.
6. Lessee shall designate employees in a hierarchy at each location to be in charge of operations who will oversee the receipt, care custody and control of the machines ("Designated Employees"). Prior to delivery of the machines, Lessee shall obtain any training necessary for the operation of the machines for the Designated Employees.
7. Any entity leasing a machine shall arrange to have at least one person at training. The Lessee bears any costs of training personnel. The Elections Administrator will also train persons in using the AutoMark upon pick up. Any additional training provided by the Elections Administrator will be at a rate of \$100.00 per day per person.
8. Lessee assumes full liability for the safekeeping of the Voting Machine(s) and all inventory and supplies furnished by Johnson County. The Johnson County Elections Administrator will notify Lessee in writing of any missing and unaccounted for machines or associated items and Lessee shall have up to thirty (30) days to research and rectify any discrepancies before payment is made. The Lessee agrees to pay for any destroyed, damaged, or missing machines or associated items.
9. County is not responsible for the operation of the machines or the failure to operate the machines in a properly or accurate manner. Lessee agrees to defend, indemnify, and hold harmless Johnson County against any and all claims made by any party regarding the accuracy, operation or use of the voting machines in recording or failing to record votes or for any purpose whatsoever.
10. Lessee hereby agrees to indemnify and hold harmless County and its officers and employees from and against any loss, including claims, demands and causes of action and which loss, claim, demand or cause of action resulted from the performance or non-performance of Lessee or its agents, representatives or employees pursuant to the terms of this agreement.
11. This Agreement is entire as to all of the performance to be rendered under it. Breach of any material obligation to be performed by either party shall constitute a breach of the entire Agreement and shall give either party the right to immediately terminate this Agreement.

12. Lessee agrees to notify County of any change in the Designated Employees within 14 calendar days of such change.

13. Either party hereto may voluntarily terminate this Agreement at any time upon sixty (60) days prior written notice to the other party sent as provided herein. Within seven (7) days after the date of termination, the Lessee shall return to County all Voting Machines, together with associated equipment and supplies.

14. Notice given pursuant to this Agreement shall be in writing and shall be given by United States certified or registered mail, postage prepaid, addressed to the appropriate party as set forth below:

COUNTY:

Patty Bourgeois, Johnson County Elections Administrator
P.O. Box 895
103 S Walnut St.
Cleburne, Texas 76033

LESSEE:

Name of Entity: City of Crowley

Name of Contact: Carol Konhauser

Address for Notice: 201 E. Main St.
Crowley, Texas 76036

Telephone Number: 817-297-2201 ext. 4000

Email: ckonhauser@ci.crowley.tx.us

The person and address to which notices are to be given may be changed at any time upon written notice to the other party.

15. The term of this Agreement shall continue in full force and effect for one year from the date of the Agreement. However, the agreement may expire at an earlier time through the complete fulfillment of the obligations set forth herein by all parties hereto.

16. This Agreement shall be construed under and in accordance with the laws of the State of Texas. Exclusive venue for any action taken relative to this agreement shall be Johnson County, Texas.

17. Neither party shall assign its rights, nor delegate its duties under this Agreement without prior written consent of the other party. Such unauthorized assignment and/or delegation shall, at the option of the non-assigning and/or non-delegating party be a material breach for which the non-assigning and/or non-delegating party may void this Agreement.

18. The provisions of this Agreement are not intended to create, nor shall they be in any way construed to create, a joint venture, a partnership, or any other similar relationship between the

parties. The Lessee acknowledges that it is an independent contractor and that it will be acting as an independent contractor in performing its obligations under this Agreement.

19. Johnson County is not obligated and is not expected to engage in litigation or file suit for the benefit of lessee pursuant to this contract. Should litigation be instituted by any other person or entity, Lessee shall, to the extent permitted by law, hold harmless and indemnify Johnson County against all claims, costs and expenses arising from Johnson County or the Johnson County Elections Office's actions associated with this agreement.

20. This Agreement shall supersede any and all other agreements for services specified hereunder, whether oral or written.

21. This Agreement shall not be amended or modified, except in writing signed by authorized representatives of the Lessee, County, and the County Elections Office.

22. This agreement replaces all other agreements or contracts by and between the Parties hereto as they pertain to lease of voting machines.

23. This agreement is to become effective upon execution after the approval of the Lessee to which it pertains acting by and through its governing body and execution by Judge Roger Harmon after approval by the Commissioners Court of Johnson County, Texas.

IN WITNESS WHEREOF, the parties have executed this Agreement on the date as indicated below.

County of Johnson:

Lessee:

Date: _____

Date: _____

Roger Harmon
County Judge

Signature

Attest:

Printed Name and Title of Authorized
Representative of Lessee (City, School, or
Special District)

Becky Ivey, County Clerk
Johnson County

Patty Bourgeois, Elections Administrator
Johnson County



Crowley City Council

AGENDA REPORT

Meeting Date: April 15, 2021

Agenda Item: VII-4

Staff Contact: Lori Watson
ACM/Finance Director
E-mail: lwatson@ci.crowley.tx.us
Phone: 817-297-2201 ext 4900

SUBJECT: Discuss and consider Budget Amendment #2 for FY 2020-21 Crime Control and Prevention District in the amount of \$37,530.76.

BACKGROUND/DISCUSSION

In accordance with Local Government Code 363.204, the Governing Body that created the board must approve the budget and any amendments.

The CCPD discussed and approved Budget Amendment #2 for FY 2020-21 on Apr 15, 2021 at a scheduled open meeting.

The Crowley Police Department is seeking to purchase the Computer Equipment, Laser Mapping Equipment for Accidents, continued services from Motorola Solutions, and Painting Services for the jail.

FINANCIAL IMPACT

The total cost of all items requested is \$37,530.76 to be purchased from the Crime Control and Prevention District FY 2020-2021 budget.

Motorola Solutions will have an annual cost of \$14,736.96 for FY 2021-2022 and \$24,059.00 for FY 2022-2023.

RECOMMENDATION

Staff respectfully recommends approving Budget Amendment #2 for FY 2020-2021 CCPD.

ATTACHMENTS

- Crime Control & Prevention District 2020-21 Amended Budget
- Budget Amendment #2

Crime Control Budget 2020-21 Amended 4/15/2021

Revenue:

Sales Tax Revenue	\$ 870,000
Interest Income	10,000

Total Income \$ 880,000

Expenses:

Bond Payments	
Principal	\$ 245,000
Interest	<u>22,612</u>

\$ 267,612

Recurring Costs:

Full Time Salaries	\$ 209,085	
Overtime	7,800	
Fica	13,447	
Medicare	3,145	
TMRS	24,053	
Insurance	<u>28,000</u>	
<i>Total Personnel Costs</i>		\$ 285,529

Service Contracts

1	Motorola contract	11,899	
2	License Plate Reader annual contract	2,500	
3	Johnson County Broadband contract	49,884	
4	Axon Five Year maintenance/license contract	12,178	
5	VistaCom Voice Logger maintenance contract	4,578	
6	Spectrum Internet	15,815	
7	Mentalix (fingerprint machine)	4,590	
8	Motorola contract (renews 2021-22)	-	
9	Acronis (every 3 years)	<u>-</u>	
	<i>Total Service Contracts</i>		101,444

Materials and Supplies

9	CCPC Admin Materials	2,500	
10	Recruiting/Selection Process Exams	<u>1,650</u>	
	<i>Total Materials & Supplies</i>		4,150

11	Mobile Phones	1,200	
12	Dues and Memberships	75	
13	Training and Travel	5,300	
14	Ammunition (for Training)	16,184	
15	City Event OverTime (includes COF)	21,000	
16	Office of Community Outreach Programs	<u>13,150</u>	
	<i>Total Other</i>		56,909

Subtotal Programs & Recurring Costs \$ 448,031

Equipment and One Time Costs:

Dispatch upgrades	39,307
Axon Tasers	64,180
In car video cameras	33,270
Computer Equipment	8,518
Laser Mapping Equipment	8,006
Painting of Jail & Sally Port	<u>9,900</u>

Subtotal Equipment and One Time Purchases \$ 163,181

Total Expenses \$ 878,824

Revenues over (under) expenses \$ 1,176

Detail of Programs:

	2020-21
1 Citizens On Patrol Program	4,000
2 Youth Activity Center Programs	1,200
3 Crowley Area Teen Community Helpers/Adult Supervision	250
4 Citizens Police Academy	500
5 National Night Out	1,000
6 Crime Prevention Materials	1,500
7 Bicycle/Skateboard Safety Program	1,000
8 Bike/ATV Patrol	500
9 Alliance for Children	<u>3,200</u>
Total Programs	\$ 13,150

<p>Crime Control & Prevention District Budget Amendment #2 2020-21 4/15/2021</p>

Revenues over(under) exp Original Budget	\$ 38,707
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Expenditures:

Service Contracts (Motorola)	\$ 11,107
Computer Equipment	8,518
Laser Mapping Equipment	8,006
Painting of Jail & Sally Port	9,900

Total Expenditures	<u>37,531</u>
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Revenues over(under) expenditures	<u><u>\$ 1,176</u></u>
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Crowley City Council

AGENDA REPORT

Meeting Date: April 15, 2021

Agenda Item: VII-4

Staff

Contact: Lori Watson ACM/Finance Dir

E-mail: lwatson@ci.crowley.tx.us

Phone: 817-297-2201-X 4900

SUBJECT: Discuss and consider approval of the EDC Budget Amendment #2.

BACKGROUND/DISCUSSION

Pursuant to the Texas Local Government Code 501.073 the corporation's authorizing unit will approve all programs and expenditures of the corporation. The following expenditures will be funded: payment of roof repair for 320 E. Main Street and contract with Pacheco Koch for engineering and design for downtown parking.

FINANCIAL IMPACT

N/A

RECOMMENDATION

Staff recommends approval of EDC Budget Amendment #2 as approved by the EDC Board.

ATTACHMENTS

EDC 2020-21 Amended Budget

EDC Budget Amendment #2.

Economic Development Corporation 2020-21 Budget

Amended 04/15/2021

Revenues:

Sales Tax Revenue	1,025,000	
Rental Income	266,668	
Interest Income	8,000	
Fund Balance	<u>323,550</u>	
	Total Revenue	1,623,218

Expenses:

Salary & Payroll Taxes	159,644	
Office Supplies	2,500	
Training	18,000	
Electric Service	2,200	
Professional Fees	<u>133,000</u>	
Attorney Fees	10,000	
Green Ribbon Grant Design Exp	7,500	
Mobile Telephone Services	1,026	
Advertising	3,000	
Service Contracts	42,000	
Subscriptions & Publications	6,300	
Dues & Memberships	3,440	
Printing & Reproduction	3,000	
Other Materials & Supplies	3,400	
Building Maintenance & Taxes	<u>131,205</u>	
Total		526,215

Bond Payments

Revenue Bond 2016 Principal	130,000	
Revenue Bond 2016 Interest	78,150	
2018 CO Bond Principal	145,000	
2018 CO Bond Interest	152,875	
2020 CO Bond Principal	50,000	
2020 CO Bond Interest	<u>114,700</u>	
Total		670,725

One Time Purchases:

320 E. Main Street Improvements (remain)	156,278	
Roof for 320 E. Main Street	<u>270,000</u>	
Total		426,278

Total Expenses **1,623,218**

Revenues over (under) expenses	\$ 0
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**Crowley EDC 4B
FY 2020-21 Budget****Budget Amendment #2**

Revenues over Expenditures on Adopted Budget	\$	9,950	
Fund Balance		<u>323,550</u>	333,500
Expenses:			
Roof for 320 E. Main	\$	270,000	
Professional Services (Engineering & Design of Parking Lots)		<u>63,500</u>	
	Total	<u>\$</u>	<u>333,500</u>
	Difference		-



Crowley City Council

AGENDA REPORT

Meeting Date: April 15, 2021

Agenda Item: VII-5

Staff Contact: Cristina Winner

E-mail: cwinner@ci.crowley.tx.us

Phone: 817-297-6707 x 2090

SUBJECT: Discuss and consider Learning Partnership agreement with various universities.

BACKGROUND/DISCUSSION

The Learning Partnership program would provide an additional benefit to city employees with no financial impact on the overall budget. Employee benefits are essential tools for organizations looking to attract and retain quality employees. Research has shown that employees' benefits related to career development and education in nature are "linked to higher-level engagement," "increased motivation," and "perceived organizational support."

Learning partnerships are non-binding agreements between the city and institution that allow the institutions to offer a tuition discount (typically 10%) to online classes to city employees along with other waivers and discounts, including free textbooks, scholarships, etc. These benefits also extend to spouses and children of employees. These are accredited institutions and offer the option to transfer online credits to local universities. There is no cost to the city to enter into this agreement or commitment regarding how many employees will enroll. The institutions do request approval to use the city logo on their websites regarding the Learning Partner program.

The Learning Partnership program at this time would include the following Universities:

Columbia Southern University (DEAC) - Orange Beach, AL 36561

Waldorf University (HLC) - Forest City, IA 50436

Walden University (HLC) - Baltimore, MD 21202

¹Messersmith, J. G., Patel, P. C., & Crawford, C. (2018). Bang for the buck: Understanding employee benefit allocations and new venture survival. *International Small Business Journal*, 36(1), 104–125. <https://doi.org/10.1177/0266242617717595>

FINANCIAL IMPACT

There is no cost to offer this program.

RECOMMENDATION

Staff respectfully requests council approval.

Attachments

- Informational Flyers
- Columbia Southern MOU
- Waldorf University LOU
- Walden University MOU

TEACH

WALDEN UNIVERSITY
EDUCATION FOR GOOD™

LIGHT THE WAY

With a Degree from Walden

Justice

“Education was the catalyst
of change for me.”

—JACK MONEL
PHD IN HUMAN SERVICES
AND CRIMINAL JUSTICE
GRADUATE

City of Crowley Employees: This Is Your Moment to Shine

A Degree Within Reach



Support to Get You There

10%
TUITION
REDUCTION*

Programs include:

BS in Business Administration
BS in Criminal Justice
BS in Information Technology
BS in Public Health

Enjoy our **webinars and articles** to
help you reach your goals:

- Managing Finances in Times of Crisis
- How to Use Big Data for Big Results in Your Presentation
- Social Change in Action: Three Inspiring Stories of Walden Graduates

Learn more: 1-855-633-3996 • Waldenu.edu/corporate



*A 10% tuition reduction is available to eligible Employees of City of Crowley. The Family Nurse Practitioner specialization in the MSN program is excluded from this tuition reduction. No tuition reduction will be made retroactively. Tuition reductions are applicable to tuition only and do not apply toward books, materials, and other supplies or fees needed for a course. Walden may change the tuition reduction offered hereunder at any time, but such change will not affect the tuition reduction for students who are currently enrolled at Walden and using the existing tuition reduction. All tuition reductions, grants, or scholarships are subject to specific eligibility requirements. Contact a Walden University Enrollment Specialist for details. Walden University is accredited by The Higher Learning Commission, www.hlcommission.org. The presenters and planners of this/these session(s) disclose no financial interests nor receive any in-kind materials or funding that could influence the planning or presentation of this material. Participants needing accommodations to attend this webinar, please contact disability@mail.waldenu.edu.

LETTER OF UNDERSTANDING

THIS LETTER OF UNDERSTANDING (“LOU”) is made this 9th day of, January 2020 BETWEEN:

- (1) Walden University, LLC (“Walden”): - a U.S. regionally accredited university offering online bachelor’s, master’s, and doctoral degrees, certificate programs, and professional development courses, having offices at 650 South Exeter Street, Baltimore, MD 21202, and
- (2) Universal Health Services Inc. with an address at P.O. Box 61558, 367 South Gulph Road, King of Prussia, PA 19406.

Walden and Client Organization agree to cooperate in the promotion, facilitation, and implementation of a program which allows Employees of Client Organization (“Candidates”) to receive a certain tuition reduction or savings as described below in their pursuit of higher education through any of the aforementioned Walden degrees, programs and courses, **excluding** the Family Nurse Practitioner and Emergency Nurse Practitioner specialization in the Master of Science in Nursing (the “Tuition Benefit”).

Roles and Responsibilities

Walden and Client Organization will each provide the support listed below as part of the LOU. The cost of the below responsibilities will be incurred by the party that is responsible for executing it, unless otherwise discussed and agreed upon, in writing, between the two parties. There will be no cost sharing or expense transferred between parties for their respective responsibilities.

Walden	Client Organization
<ul style="list-style-type: none">• Dedicated Account Representative• Reasonable efforts to establish a mutually-agreeable communication plan regarding the Tuition Benefit within 30 days of the Effective Date• Orientation session outlining (a) features, benefits and overall information regarding Walden degrees, certificates and courses, and (b) inquiry process for Candidates• Dedicated information and inquiry resources customized to the Client Organization• Regular reporting of activity• Notice to Client Organization of additional programmatic offers that may be available to Candidates	<ul style="list-style-type: none">• Dedicated Point of Contact• Reasonable efforts to establish a mutually-agreeable communication plan regarding the Tuition Benefit within 30 days of the Effective Date• Provide Walden with access through mutually agreed upon avenues of Client Organization communication.• Direct Candidates to dedicated inquiry channels provided by Walden to Client Organization• Distribute mutually agreed upon messaging publicizing the Tuition Benefit. All Client Organization communications relating to Walden will be provided to Walden for review. Such communications must be approved by Walden before dissemination.

Benefit Eligibility:

Candidates must inquire through the marketing and information channels provided by Walden to Client Organization in order to obtain the Tuition Benefit. Failure to facilitate communication through these channels may result in Candidates not being eligible for the Tuition Benefit.

Admission and Student Information

This LOU is not a guarantee that all Candidates of Client Organization will be granted acceptance or admission into Walden. All prospective Candidates will be subject to the same standard admissions and registration processes as all other prospective students applying to Walden. No student-specific information will be shared between Walden and Client Organization unless the Candidate grants permission in writing.

Tuition and Billing

Walden will bill each Candidate directly for tuition and fees, unless otherwise agreed upon, in writing, between the two parties.

The Tuition Benefit offered to Client Organization's Candidates is a **10%** tuition reduction. The Tuition Benefit is applicable to tuition only and does not apply towards books, materials and other supplies or fees needed for a course. The Tuition Benefit is not applicable for students enrolled in the Family Nurse Practitioner and Emergency Nurse Practitioner specialization in the Master of Science in Nursing. This reduction will remain in effect for the duration of the student's continuous enrollment at Walden. All Candidates that are current Walden students are eligible for the Tuition Benefit from the date of execution of this LOU, provided, however, no tuition reduction will be made retroactively.

Walden may change the Tuition Benefit offered hereunder for any calendar year by providing Client Organization written notice by December 1 prior to such calendar year, with the new Tuition Benefit taking effect on January 1. For the avoidance of doubt, such change would not affect the Tuition Benefit for Candidates who are currently enrolled at Walden and using the existing Tuition Benefit.

Term and Annual Renewal

This LOU shall be in effect for a one (1) year period commencing on the Effective Date and will renew automatically for successive one (1) year periods, unless terminated by either party, without cause, upon ninety (90) days advance written notice to the other party. Either party may terminate this LOU for cause immediately upon written notice to the other party. In the event the LOU is terminated, any Candidates then enrolled in Walden shall continue to enjoy the Tuition Benefit as outlined in this LOU.

Governing Law

This LOU will be governed by, and interpreted in accordance with the laws of the State of Maryland.

Counterparts

This LOU and any amendments hereto may be executed in counterparts and all such counterparts taken together shall be deemed to constitute one and the same instrument. The parties agree that delivery of an executed counterpart signature hereof by facsimile transmission, or in "portable document format" (".pdf") form, or by any other electronic means intended to preserve the original graphic and pictorial appearance of a document, will have the same effect as physical delivery of the paper document bearing the original signature.

By signing this LOU, Walden and Client Organization agree to be bound by the above as of the Effective Date.

By:

By:

Date:

Date:

Name & Title:

Name & Title: Thomas O'Shea
Vice President, Strategic Alliances
Global Business Development

EDUCATION SHOULDN'T GET IN THE WAY OF YOUR LIFE.

Whether you're interested in advancing your career through continuing education, training, certification, or just adding another degree to your repertoire—you belong at Waldorf University.

Our strong emphasis on flexible, affordable quality academics combined with a supportive faculty and staff means that online or on the job, in the office or in the trenches, our students have the unique opportunity to earn a better career on their time.

Waldorf University Online Degree Programs

Master of Arts

Health Care Management

- Human Resources
- Leadership
- Marketing
- Project Management

Organizational Leadership

- Criminal Justice Leadership
- Emergency Management Leadership
- Fire/Rescue Executive Leadership
- Health Care Management
- Human Resource Development
- Public Administration
- Sport Management
- Teacher Leader

Master of Education

Education

- Leadership
- Teaching and Learning

Bachelor of Arts

Communications

Emergency Management

- Fire Science
- Homeland Security

Health Care Management

Homeland Security

- Criminal Justice
- Emergency Management

Occupational Safety

Psychology

- Communications
- Criminal Justice
- Fire Science
- Health Care Management
- Industrial Organizational Psychology
- Mental Health Counseling
- Occupational Safety and Health
- Sport Management

Public Relations

Bachelor of Science

Business Administration

- Communications
- Finance
- Health Care Management
- Human Resource Management
- Industrial Organizational Psychology
- Management
- Project Management

Criminal Justice

- Forensic Psychology
- Forensic Mental Health
- Public Relations
- Homeland Security

Criminal Justice Administration

Cybersecurity

Fire Science Administration

- Public Relations

Organizational Leadership

- Diversity and Inclusion
- Global Leadership
- Health Care Management
- Leadership Communication
- Occupational Safety and Health

Associate in Art

- Business
- Communications
- Criminal Justice
- Diversity and Inclusion
- Emergency Management
- Fire Science
- Global Leadership
- Health Care Management
- Homeland Security
- Human Resource Management
- Leadership Communication
- Liberal Arts
- Management
- Occupational Safety and Health
- Psychology
- Sport Management

Certificate Programs Available

HOW DOES A LEARNING PARTNERSHIP WORK?

Waldorf Learning Partners sign a non-binding agreement that allows our institution to offer a 10% tuition discount on all online classes to your employees/members along with an application fee waiver (\$25 value). Textbooks are provided at no cost.

CAN MY FAMILY RECEIVE THE LEARNING PARTNER DISCOUNT?

Spouses and children of employees/members are also eligible to take advantage of these benefits.

HOW MUCH DOES BECOMING A LEARNING PARTNER COST?

There is no cost to become a partner.

HOW MANY EMPLOYEES HAVE TO ENROLL IF WE BECOME A LEARNING PARTNER?

At this time there is no specific number of employees that have to enroll.

WHEN WILL MY PARTNERSHIP BEGIN?

Upon receipt of the signed MOU and completed Questionnaire.

CAN THE NON-BINDING LEARNING PARTNERSHIP AGREEMENT BE CHANGED TO FIT MY GUIDELINES?

Yes, we can adapt the agreement to fit your guidelines and policies. We do ask permission to place your business/organization name and logo (if provided) on our website.

HOW LONG DOES THE LEARNING PARTNERSHIP LAST?

The Learning Partnership remains active indefinitely or until either party chooses to discontinue the relationship.

BY BECOMING A LEARNING PARTNER, ARE WE AGREEING THAT OUR EMPLOYEES/MEMBERS WILL ONLY USE WALDORF?

No, the partnership agreement is non-exclusive. It simply means that if any of your employees/members choose to become a student with our institution, they will receive the benefits outlined in the partnership agreement.

ARE THERE SCHOLARSHIP OPPORTUNITIES FOR WALDORF LEARNING PARTNERS?

Yes, the Learning Partner scholarship is awarded annually and will cover up to \$16,500 in one online degree program. The scholarship will be applied directly to the recipient's tuition for up to three years or until the completion of the selected online degree program, whichever comes first.

WALDORF UNIVERSITY

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding is not a legally binding contract and may be cancelled at any time without penalty or recourse.

Waldorf University (WU), located in Forest City, Iowa, is a residential university offering online degree programs accredited by the Higher Learning Commission.

Name of Company/Organization

wishes to offer educational opportunities for its employees/members by becoming a Waldorf University (WU) learning partner. The partnership is designed to assist learning partner employees/members in achieving their educational goals.

A. WALDORF LEARNING PARTNER BENEFITS INCLUDE:

- // A 10% tuition discount on all online classes and waiver of the Application Fee. This benefit extends to spouses and children of the Learning Partner employee/member.
- // Textbooks provided at no cost.
- // Exclusive Scholarship opportunities for Learning Partner employees/members.
- // A complimentary evaluation of previously earned educational credits and training/professional certifications for possible transfer of credit.
- // Complimentary access to our writing and math specialists through the Student Success Center.
- // Listing on the WU Learning Partner page of the Waldorf University website.

B. LEARNING PARTNER BENEFITS MAY ALSO INCLUDE:

- // The designation of the partner name on the WU website and university marketing materials.
- // Display of the partner's logo (if provided) on the WU website and university marketing materials.
- // Highlight of the partner through press releases, marketing campaigns and blog articles.
- // Scheduled visits or presentations to promote the Learning Partnership benefits to Learning Partner employees/members.
- // Discounts on Continuing Education training and learning opportunities.

C. AS A LEARNING PARTNER, THE ORGANIZATION WILL:

- // Agree to inform all employees/members of the partnership and benefits as one of their options for education.
- // Keep WU informational materials on site and make available to employees/members.
- // Assign a liaison within the partner company who is willing to accept communications from the WU liaison and/or a WU representative.
- // Provide information to the WU liaison regarding employee benefits fairs and education fairs once date and time have been established.
- // Agree to be contacted via email by a representative of WU and/or Columbia Southern Education Group.

This Learning Partnership will take effect from the date of signing and will remain in effect unless terminated by one or both parties. This Memorandum is agreed to and executed on this _____ day of _____ in the year _____.

Learning Partner Liaison (print name)

Signature

Title

WU Outreach Representative



1. Please verify the information below:

NAME OF COMPANY/ORGANIZATION

PHYSICAL ADDRESS

CITY

STATE

ZIP CODE

BEST CONTACT METHOD

WEBSITE**2. List the liaison your organization has chosen, along with his/her title, phone number and email address.**

LIAISON NAME

TITLE

()

PHONE

EMAIL**3. Provide the name, title, and contact information for a secondary point of contact to assist in your absence.**

SECONDARY CONTACT NAME

TITLE

()

PHONE

EMAIL**4. Total number of employees and/or members associated with your company/organization? _____****5. Does your company/organization offer tuition assistance or reimbursement for educational expenses?** ☐ Yes ☐ No**Does your organization require or recommend additional education for advancement?** ☐ Yes ☐ No*CONTINUED ON NEXT PAGE*

6. Which manner do you prefer to promote WU and the partnership within our company/organization? (Check all that apply)

- ☐ Visit, Presentations ☐ Flyers, catalogs, etc. ☐ E-Newsletter
☐ Intranet ☐ Exclusive Emails

7. A WU Outreach Representative may be in your area and may contact the Liaison you have assigned to visit your company/organization.

With your consent, the Outreach Representative will conduct presentations and meet with those interested in furthering their education. Would you like one of our Outreach Representatives to visit or present to your company/organization?

- ☐ Yes ☐ No

8. Does your company/organization host an annual Employee Benefits Fair/Educational Fair?

- ☐ Yes ☐ No

Would you like for an Outreach Representative to attend this event?

- ☐ Yes ☐ No

**Thank you for partnering
with Waldorf University.**

Please ask current WU students to contact their Admission/ Student Services representative to have the partnership added to their record to obtain the Learning Partner discount. If you have an employee who is interested in receiving more information about Waldorf University, our admissions counselors are available to answer any questions at 1.877.267.2157.

Take Advantage of Your Learning Partner Tuition Discount



Learning Partner
10% Tuition
Discount



Exclusive
Scholarships

Why CSU?

At Columbia Southern University, technology brings the classroom to you and our online degree programs give you the freedom to pursue your dreams, on your own terms, at your own pace, while studying anywhere you choose.

CSU Offers

- » Complimentary Evaluation of Prior Education and Training
- » Textbooks Provided at No Cost
- » Flexible Learning
- » Math and Writing Assistance Available
- » No Application Fee
- » Flexible Start Dates
- » No ACT, SAT, GRE, GMAT Required
- » Multiple Course Schedule Options
- » Career Services Available

Graduate & Undergraduate Tuition Rates

	Tuition Per Credit Hour	Learning Partners [†] Per Credit Hour
Undergraduate Courses	\$235.00	\$211.50
Graduate Courses*	\$325.00	\$292.50
Doctoral Courses	\$420.00	\$378.00

Tuition rate effective July 1, 2019. Rates are per credit hour. Most courses are three (3) credit hours. Tuition and fees are payable in U.S. funds. Tuition Rates are subject to change. For the most current tuition information, please visit www.ColumbiaSouthern.edu/Financial.

*The tuition rate for graduate courses per credit hour is \$250 for all active-duty military members using military tuition assistance (not applicable for CSU learning partners). The lower rate is offered to keep the tuition rate at the DoD cap of \$250.

† CSU Learning Partners receive a tuition discount that is applied to the full tuition rate.

Online Degree Programs

Associate Degrees

- » **General Studies***
- » **Business**
- » **Criminal Justice**
- » **Emergency Medical Services**
- » **Fire Science**
- » **Health Information Science**
Track I, Medical Coding Emphasis
Track II, General Curriculum Emphasis
- » **Occupational Safety & Health**

Bachelor's Degrees

- » **Business Administration**
Finance
Hospitality & Tourism
Human Resource Management
Information Technology
International Management
Management
Marketing
Project Management
Sport Management
- » **Criminal Justice Administration**
Arson Investigation
Forensics
- » **Emergency Medical Services Administration**
- » **Environmental Management**

- » **Fire Administration**
Fire Investigation
- » **Health Care Administration**
Emergency Medical Services
- » **Homeland Security**
- » **Human Resource Management**
- » **Information Systems & Cyber Security**
Homeland Security
- » **Information Technology**
- » **Occupational Safety & Health**
Construction Safety
Fire Science
Oil and Gas
- » **Organizational Leadership**
- » **Psychology**

Master's Degrees

- » **Business Administration**
Entrepreneurship
Finance
Health Care Management
Human Resource Management
Marketing
Project Management
Public Administration
- » **Criminal Justice Administration**
- » **Emergency Services Management**

- » **Homeland Security**
Criminal Justice
Emergency Services Management
Management
- » **Occupational Safety & Health**
Environmental Management
- » **Organizational Leadership**
- » **Public Administration**
Criminal Justice Administration
Emergency Services Management
- » **Public Health**
Community Health Education

Doctoral Degree

- » **Business Administration**
Dissertation Opt. 1, Theoretical-Based Study
Dissertation Opt. 2, Research Project-Based Study

Certificates**

Visit ColumbiaSouthern.edu/Certificates for a full list of available undergraduate and graduate certificate programs.

*These programs are not eligible for Federal Student Aid.

†These programs are not eligible for VA Funding.



Accredited Member Distance Education
Accrediting Commission
1101 17th Street, NW, Suite 808
Washington, DC 20036 (202)234-5100

To learn more about our online degree programs, visit ColumbiaSouthern.edu/Partner or call 800.344.5021.

Located in Orange Beach, Alabama. For more information about our graduation rates, the median debt of students who have completed the program, and other important information, please visit our website at ColumbiaSouthern.edu/Disclosure.
Any reference to United States Department of Defense (DoD) personnel, products or services does not constitute or imply endorsement by the DoD.



**COLUMBIA
SOUTHERN**
UNIVERSITY

Learning Partnership

FREQUENTLY ASKED QUESTIONS

How does a Learning Partnership work?

CSU Learning Partners sign a non-binding agreement that allows our institution to offer a 10% tuition discount on all online classes to your employees/members along with an application fee waiver (\$25 value). Textbooks are provided at no cost.

Can my family receive the Learning Partner Discount?

Spouses and children of employees/members are also eligible to take advantage of these benefits.

What is the cost?

There is no cost to become a learning partner.

How many employees have to enroll if we become a Learning Partner?

There is no specific number of employees that have to enroll.

When will my Partnership begin?

The partnership will begin upon receipt of the signed MOU and completed questionnaire.

Can the non-binding Learning Partnership agreement be changed to fit my guidelines?

Yes, we can adapt the agreement to fit your guidelines and policies. We do ask permission to place your business/organization name and logo (if provided) on our website.

How long does the Learning Partnership last?

The Learning Partnership remains active indefinitely or until either party chooses to discontinue the relationship.

By becoming a Learning Partner, are we agreeing that our employees/members will only use CSU?

No, the partnership agreement is non-exclusive. It simply means that if any of your employees/members choose to become a student with our institution, they will receive the benefits included in the partnership agreement.

Are there scholarship opportunities for CSU Learning Partners?

The Learning Partner scholarship will be applied directly to the recipient's tuition for up to three years or until the completion of the selected online degree program, whichever comes first.

The dates for the scholarships are:

January 19 – March 30	April
April 2 – May 22	June
June 4 – August 10	September
September 3 – November 30	December

What is CareerQuest?

Career Quest is a web-based employment management system powered by the NACELink Network. This is an outstanding source available to you that will assist in your search for highly-qualified college students and graduates for internships, part-time, and full-time career opportunities. Through CareerQuest you may also share career opportunities with CSU students and alumni.



Memorandum of Understanding

(This MOU is not a legally binding contract and may be canceled at any time without penalty or recourse)

About the Institution:

Columbia Southern University (CSU), is an online university accredited by the Distance Education and Accreditation Council which is recognized by the U.S. Department of Education.

wishes to offer educational opportunities to its employees/members by becoming a Columbia Southern University (CSU) Learning Partner. This partnership is designed to assist Learning Partner employees/members in achieving their educational goals in career appropriate disciplines.

A. Learning Partner benefits include:

- » 10% tuition discount on all classes and waiver of the Application Fee. This benefit extends to spouses and children of the Learning Partner employee/member.
- » Textbooks provided at no cost.
- » Exclusive scholarship opportunities for Learning Partner employees/members.
- » A complimentary evaluation of previously earned educational credits and training/professional certifications for consideration of transfer credit.
- » Complimentary access to our Writing and Math specialists through the Student Success Center.
- » A dedicated landing page for Learning Partners on the CSU website for prospective students and student enrollments.

B. Learning Partner benefits may also include:

- » Designation of the Learning Partner name on the CSU website and University marketing materials.
- » Display of the Learning Partner's logo (if provided) on the CSU website and University marketing materials.
- » Feature articles of the Learning Partner through press releases and marketing campaigns.
- » Complimentary access to CSU Career Quest to advertise employment and internship opportunities.
- » Scheduled visits or presentations to promote the Learning Partnership benefits to Learning Partner employees/ members.
- » Discounts on Continuing Education training and learning opportunities.

C. As a Learning Partner, the organization will:

- » Agree to inform all employees/ members of the Learning Partner relationship and benefits as one of their options for education.
- » Keep CSU informational materials on site and make them available to employees/members.
- » Assign a liaison within the Learning Partner who is willing to accept and distribute communications from the CSU liaison and/or a CSU representative.
- » Provide information to the CSU liaison regarding Employee Benefits Fairs and Education Fairs once date and time have been established.
- » Agree to be contacted via email by a representative of Columbia Southern University and/or Columbia Southern Education Group.

This Learning Partnership will take effect from the date of signing and will remain in effect unless terminated by one or both parties. This Memorandum is agreed to and executed on this _____ day of _____ in the year _____.

PARTNER SIGNATURE: _____

PRINT NAME: _____

TITLE: _____

OUTREACH REPRESENTATIVE: _____

COORDINATOR OF CORPORATE PARTNERSHIP: _____



**COLUMBIA
SOUTHERN**
UNIVERSITY

Learning Partnership Questionnaire

To complete the Learning Partner process and receive the partnership benefits, please provide answers for the questions below:

1. Tell us about your company/organization:

NAME OF COMPANY/ORGANIZATION

PHYSICAL ADDRESS

CITY STATE ZIP CODE

BEST CONTACT METHOD

COMPANY WEBSITE

2. List the liaison your organization has chosen, along with his/her title, phone number and email address.

LIAISON NAME

TITLE

()
PHONE

EMAIL ADDRESS

3. Provide the name, title, and contact information for a secondary point of contact to assist in your absence.

SECONDARY CONTACT NAME

TITLE

()
PHONE

EMAIL ADDRESS

4. Total number of employees and/or members associated with your company/organization?

5. Does your company/organization offer tuition assistance or reimbursement for educational expenses?

☐ Yes ☐ No

6. Does your organization require or recommend additional education for advancement?

☐ Yes ☐ No

7. Which manner do you prefer to promote CSU and the partnership within your company/organization? (check all that apply)

- | | |
|---|---|
| <input type="checkbox"/> Visit, Presentations | <input type="checkbox"/> Intranet |
| <input type="checkbox"/> Flyers, catalogs, etc. | <input type="checkbox"/> Exclusive Emails |
| <input type="checkbox"/> E-Newsletter | |

8. A CSU Outreach Representative may be in your area and may contact the liaison you have assigned to visit your company/organization. With your consent, the Outreach Representative will conduct presentations and meet with those interested in furthering their education.

Would you like one of our Outreach Representatives to visit or present to your company/organization?

☐ Yes ☐ No

9. Does your company/organization host an annual Employee Benefits Fair/Educational Fair?

☐ Yes ☐ No

10. Would you like for an Outreach Representative to attend your annual Employee Benefits Fair/Educational Fair?

☐ Yes ☐ No

Please ask current CSU students to contact their Admission/Student Services representative to have the partnership added to their record to obtain the Learning Partner discount.

If you have an employee who is interested in receiving more information about CSU, our partnership counselors are available to answer any questions at 800.344.5021 or OutreachAdmissions@ColumbiaSouthern.edu.

DISTANCE EDUCATION ACCREDITING COMMISSION

STUDENT ACHIEVEMENT DISCLOSURE FOR THE PUBLIC

DEAC accredited institutions offer a broad array of instructional programs and student support services to meet varied educational and professional goals of a highly diverse student population. Institutions determine appropriate performance criteria to measure the success of their students in achieving their goals in the context of the institution's specific mission and scope. You will find below (1) a summary of how this institution measures student achievement in the context of the institution's mission and educational programs, and (2) student achievement metrics which the institution believes best reflect student and program performance. For more information about DEAC standards and requirements, please visit www.deac.org.

This information was prepared by Columbia Southern University
and published on its website on December 2019

Summary of Institution Mission and Student Achievement

Columbia Southern University is a private institution that provides diverse learning experiences and affordable, flexible distance education programs at the certificate, undergraduate, and graduate levels to a global student body, delivered by qualified, student-centered faculty committed to teaching and student learning. The university offers quality academic programs from the vantage point of diverse learning options such as Term, LifePace Learning, and Veterans Flexible Enrollment which accommodate the widest range of adult learning preferences and educational needs.

CSU evaluates student achievement by monitoring performance measures, which include graduation rates, graduation rates for transfer students, completion rates for certificate programs, retention rates, job employment rates, employer satisfaction, and student satisfaction. For the Distance Education and Accrediting Commission's student achievement disclosure for the public, the university provides overall graduation and retention rates below. For all student achievement data reported by the university visit: <https://www.columbiasouthern.edu/downloads/pdf/disclosure/outcomes-assessment>

Aggregated Institutional Data on Student Achievement

2018 Graduation Rates

Graduation rates were calculated within 150% normal completion time based on student cohorts tracked over time.

Student cohorts include full-time and part-time students as well as first-time and non-first-time. 150% of CSU's normal completion time for an associate degree is 4.5 years, a bachelor degree is 7.5 years, a master degree is 4.5 years, and a doctoral degree is 7.5 years.

Degree Level	Students in Cohort	2018 Graduates	Overall Graduation Rate	Goal
Associate	3669	1958	53%	32%
Bachelor	7201	3626	50%	43%
Master	3192	1777	56%	54%
DBA	143	13	9%	40%

2018 Student Retention Rates

Retention rate includes students actively enrolled Fall of one year and continued their studies in Fall of the following year.

Base Cohort	Retention Rate	Retained Dates
08/01/2017-10/31/2017	71.86%	08/01/2018-01/31/2019



Distance Education Accrediting Commission

CERTIFICATE OF ACCREDITATION

This is to affirm that

COLUMBIA SOUTHERN UNIVERSITY

of

ORANGE BEACH, ALABAMA

has demonstrated it complies with the standards for accreditation that are established by the Distance Education Accrediting Commission and is therefore granted accreditation for the period of

January 2016 to January 2021

subject to the terms of quality improvement and continuous compliance that DEAC upholds for maintaining accreditation status.

Patrick O'Malley
Chair, Accrediting Commission

Leah K. Matthews, PhD
Executive Director





Crowley City Council

AGENDA REPORT

Meeting Date: April 15, 2021

Agenda Item: VII-6

Staff Contact: Cristina Winner

E-mail: cwinner@ci.crowley.tx.us

Phone: 817-297-6707 ext. 2090

SUBJECT: Discuss and consider adoption of National Voter Registration Act (NVRA) plan for Library.

BACKGROUND/DISCUSSION

Texas Election Code designates public libraries as voter registration agencies. Public library as defined in the TEC, refers to a library that:

- Is regularly open for business for more than 30 hours a week;
- Is operated by a single public agency or board;
- Is open without charge to all persons under identical conditions; and
- Receives its financial support wholly or partly from public funds.

The National Voter Registration Act (NVRA) of 1993 states that public libraries are required to offer the opportunity to register to vote to clients. The goal is to increase voter registration, enhance voter participation and protect the integrity of the Electoral Process. Public libraries are utilized to reach populations that are historically the least registered. This includes low income, people with disabilities, youth, and populations with high residential mobility. The library is required to submit an updated plan on voter registration procedures to the Office of the Secretary of State.

Texas public libraries. (n.d.). Retrieved April 07, 2021, from <https://www.sos.state.tx.us/elections/laws/texas-public-libraries.shtml>

FINANCIAL IMPACT

None

RECOMMENDATION

Council approval is respectfully requested.

Attachments

- NVRA Implementation Presentation from Office of the Secretary of State
- Crowley Public Library NVRA Implementation Plan

Implementing the National Voter Registration Act (NVRA): Public Libraries



Overview

- National Voter Registration Act of 1993 (NVRA)
- NVRA: Goals & Objectives
- Voter Registration Agency Responsibilities
- Applications
- Application Submission
- Agency Implementation

National Voter Registration Act of 1993 (NVRA)

- **Federal** statute passed by Congress in 1993
- 44 states, **including Texas**, were required to implement the NVRA by January 1, 1995
- State agencies, including public libraries, that provide public assistance and certain other public entities **are required** to offer the opportunity to register to vote to their clients.



Goals of the NVRA

- Increase Voter Registration
- Enhance Voter Participation
- Protect the Integrity of the Electoral Process



Public Libraries as Voter Registration Agencies

Texas Election Code (TEC) § 20.001

Each public library, including any branch or other service outlet, is designated as a voter registration agency. Public library refers to a library that:

- Is regularly open for business for more than 30 hours a week;
- Is operated by a single public agency or board;
- Is open without charge to all persons under identical conditions; and
- Receives its financial support wholly or partly from public funds.



Why Public Libraries?

Public library voter registration assists in reaching those populations that **are least registered**:

- Low Income
- People with Disabilities
- Youth
- Populations with high residential mobility



The Goal?



Public Library Responsibilities

OFFERING VOTER REGISTRATION

Responsibilities

Each voter public library **must**:

- offer voter registration applications to all persons applying **in person** for library services (TEC §20.031);
- provide the same degree of assistance that you provide to a patron completing library forms, including bilingual assistance (TEC §20.005);
- *if a voter declines a voter registration application, you do not have to keep or supply a declination form. (TEC § 20.093)*



Voter Registration

APPLICATIONS

Voter Registration Applications

- Libraries may use the Secretary of State prescribed voter registration application form **or** one that the library has created. (TEC § 20.002)
- All library created forms **must be approved** by the SOS.
- Printing formats and specifications can be provided by the SOS. However, public libraries are encouraged to contact the Office of the Secretary of State to order more voter registration application forms.





Application Submission

COLLECTING AND DELIVERING APPLICATIONS

Collection & Delivery

TEC § 20.035(b)

Once collected by library personnel, the library **must**:

- deliver all completed registration applications submitted to agency employees to the **voter registrar of the county** in which the library is located; and
- deliver to the appropriate state election official **no later than the 5th day** after the application is submitted to a library employee.





Library Implementation

OFFERING VOTER REGISTRATION

Implementation Planning

TEC §20.004

Each library **must**:

- Prepare a plan to implement voter registration procedures;
- Designate a point of contact and provide all necessary contact information to the SOS; *and*
- Conduct training for library employees in voter registration procedures.

Note: Public agencies designed under Chapter 20 of the Texas Election Code as voter registration agencies are not required to obtain certification as voter registrars.



Best Practices to Ensure Compliance

- Employee training on voter registration responsibilities under the NVRA/Texas Election Code should occur **frequently**;
- Employee training should occur **before** contact with clients; and
- Each library must be stocked with an adequate supply of voter registration application forms. An adequate supply is the number of forms needed to distribute with each covered transaction for a period not less than two months.

Voter Registration Resources

Please visit our website for additional training material and voter education resources at www.sos.texas.gov.

- NVRA Training Presentations
- NVRA Handbooks
- Voter Identification Information
- Posters & Pamphlets

AW-12-9 Prescribed by Secretary of State - Section 12.026, Texas Election Code (12.026)

ID required for Texas Voters

If you possess one of the following forms of acceptable photo ID, you must present it when voting in person:*

- ★ Texas Driver License issued by the Texas Department of Public Safety (DPS)
- ★ Texas Election Identification Certificate issued by DPS
- ★ Texas Personal Identification Card issued by DPS
- ★ Texas Handgun License issued by DPS
- ★ United States Military Identification Card containing your photograph
- ★ United States Citizenship Certificate containing your photograph
- ★ United States Passport (book or card)

Do not possess and cannot reasonably obtain one of these IDs? Fill out a declaration at the polls describing a reasonable impediment to obtaining it, and show a copy or original of one of the following supporting forms of ID:

- ★ A government document that shows your name and an address, including your voter registration certificate;
- ★ Current utility bill;
- ★ Bank statement;
- ★ Government check;
- ★ Paycheck; or
- ★ (a) A certified domestic (from a U.S. state or territory) birth certificate or (b) a document confirming birth admissible in a court of law which establishes your identity (which may include a foreign birth document).

* With the exception of the U.S. Citizenship Certificate, for voters aged 18-60, the acceptable forms of photo identification must be current or have expired no more than 4 years before being presented for voter qualification at the polling place. A person 70 years of age or older may use a form of acceptable photo identification that has expired if the identification is otherwise valid.
Exemptions: Voters who a disability may apply with the secret vote requiring a permanent exemption to showing acceptable photo ID or follow the Reasonable Impediment Declaration procedure at the polls. Voters with a religious objection to being photographed or voters who do not present an acceptable form of photo identification or follow the Reasonable Impediment Declaration procedure at the polls because of certain national disaster may apply for a temporary exemption to showing an acceptable form of photo identification or following the Reasonable Impediment Declaration procedure at the polls. Please contact your voter registrar for more details.

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Office of the Secretary of State

Elections Division
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Austin, Texas 78711
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512.463.7552 - fax
www.sos.texas.gov





Crowley City Council

AGENDA REPORT

Meeting Date: April 15, 2021

Staff Contact: Cristina Winner

E-mail: cwinner@ci.crowley.tx.us

Phone: 817-297-6707 ext. 2090

SUBJECT: Discuss and consider adoption of NVRA plan for Library

BACKGROUND/DISCUSSION

Texas Election Code designates public libraries as voter registration agencies. Public library as defined in the TEC, refers to a library that:

- Is regularly open for business for more than 30 hours a week;
- Is operated by a single public agency or board;
- Is open without charge to all persons under identical conditions; and
- Receives its financial support wholly or partly from public funds.

The National Voter Registration Act (NVRA) of 1993 states that public libraries are required to offer the opportunity to register to vote to clients. The goal is to increase voter registration, enhance voter participation and protect the integrity of the Electoral Process. Public libraries are utilized to reach populations that are historically the least registered. This includes low income, people with disabilities, youth, and populations with high residential mobility. The library is required to submit an updated plan on voter registration procedures to the Office of the Secretary of State.

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FINANCIAL IMPACT

None

RECOMMENDATION

Council approval is respectfully requested.

Attachments

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OFFERING VOTER REGISTRATION

Responsibilities

Each voter public library **must**:

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Voter Registration

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Application Submission

COLLECTING AND DELIVERING APPLICATIONS

Collection & Delivery

TEC § 20.035(b)

Once collected by library personnel, the library **must**:

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- deliver to the appropriate state election official **no later than the 5th day** after the application is submitted to a library employee.





Library Implementation

OFFERING VOTER REGISTRATION

Implementation Planning

TEC §20.004

Each library **must**:

- Prepare a plan to implement voter registration procedures;
- Designate a point of contact and provide all necessary contact information to the SOS; *and*
- Conduct training for library employees in voter registration procedures.

Note: Public agencies designed under Chapter 20 of the Texas Election Code as voter registration agencies are not required to obtain certification as voter registrars.



Best Practices to Ensure Compliance

- Employee training on voter registration responsibilities under the NVRA/Texas Election Code should occur **frequently**;
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- Each library must be stocked with an adequate supply of voter registration application forms. An adequate supply is the number of forms needed to distribute with each covered transaction for a period not less than two months.

Voter Registration Resources

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- NVRA Handbooks
- Voter Identification Information
- Posters & Pamphlets

AW-12-9 Prescribed by Secretary of State - Section 12.024, Texas Election Code (12.024)

ID required for Texas Voters

If you possess one of the following forms of acceptable photo ID, you must present it when voting in person:*

- ★ Texas Driver License issued by the Texas Department of Public Safety (DPS)
- ★ Texas Election Identification Certificate issued by DPS
- ★ Texas Personal Identification Card issued by DPS
- ★ Texas Handgun License issued by DPS
- ★ United States Military Identification Card containing your photograph
- ★ United States Citizenship Certificate containing your photograph
- ★ United States Passport (book or card)

Do not possess and cannot reasonably obtain one of these IDs? Fill out a declaration at the polls describing a reasonable impediment to obtaining it, and show a copy or original of one of the following supporting forms of ID:

- ★ A government document that shows your name and an address, including your voter registration certificate;
- ★ Current utility bill;
- ★ Bank statement;
- ★ Government check;
- ★ Paycheck; or
- ★ (a) A certified domestic (from a U.S. state or territory) birth certificate or (b) a document confirming birth admissible in a court of law which establishes your identity (which may include a foreign birth document).

* With the exception of the U.S. Citizenship Certificate, for voters aged 18-64, the acceptable forms of photo identification must be current or have expired no more than 4 years before being presented for voter qualification at the polling place. A person 70 years of age or older may use a form of acceptable photo identification that has expired if the identification is otherwise valid.
Exemptions: Voters who a disability may apply with the secret vote requiring a permanent exemption to showing acceptable photo ID or follow the Reasonable Impediment Declaration procedure at the polls. Voters with a religious objection to being photographed or voters who do not present an acceptable form of photo identification or follow the Reasonable Impediment Declaration procedure at the polls because of certain national disaster may apply for a temporary exemption to showing an acceptable form of photo identification or following the Reasonable Impediment Declaration procedure at the polls. Please contact your voter registrar for more details.

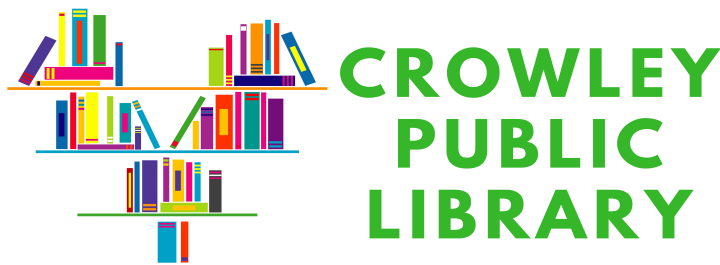
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National Voter Registration Act (NVRA) Implementation Plan

1. Agency Coordinator/Agency Contact Information:
Cristina Winner, Director
409 S. Oak St.
Crowley, TX 76036
Office: 817-297-6707 x 2090
cwinner@ci.crowley.tx.us
2. The City of Crowley has been designated by the Secretary of State (SOS) to provide voter registration services through the Crowley Public Library
3. Basic overview of procedures:
 - a. Distribution:

Location, method, frequency of application distribution

Library patrons will be offered voter registration cards when applying for a library card in-person and when renewing a library card in-person. Our Library software automatically prompts staff to offer this service. Voter registration cards are also made available in the library year-round.

Forms and materials used

The Crowley Public Library distributes voter registration applications obtained from the Texas Secretary of State's office.

Inventory ordering procedures

When the supply of Voter Registration forms in English or Spanish is low the coordinator contacts the Texas Secretary of State's office at elections@sos.texas.gov or (512) 462-5587 to order more.

Completed delivery procedures

If an applicant submits the completed Voter Registration application form to a library employee (rather than taking the form home with them), the Crowley Public Library will submit the form to the local county voter registrar no later than the fifth (5th) day after the Voter Registration application is submitted to the employee, or as otherwise required by Texas Election Code.

Additional assistance provided to applicants

If an applicant chooses to submit the completed Voter Registration application to a library employee (rather than taking the form home with them), the library employee will attempt to ensure proper completion of the form by the applicant based on the training they have received and in accordance with Texas Election Code.

- b. Change of address: Library staff will provide contact information and state website information for change of address questions.

Email: elections@sos.texas.gov

Toll free phone: 800-252-VOTE (8683)

Website: <https://www.votetexas.gov>

- c. Mail/Phone services:

Library staff will provide contact information and state website information for mail, phone and email inquiries.

Email: elections@sos.texas.gov

Toll free phone: 800-252-VOTE (8683)

Website: <https://www.votetexas.gov>

4. Training: Library staff will be provided with training and materials annually (<https://www.sos.texas.gov/elections/laws/texas-public-libraries.shtml>). New employees receive training during their orientation and onboarding process.
5. Date of Implementation:
Crowley Public Library staff have always offered voter registration forms to new cardholders. This updated and formalized plan has been adopted on April 15, 2021. Staff has received updated training on the procedures and advised of voter registration responsibilities for public libraries.
6. Hours/Location of service:

Library Address

Crowley Public Library
409 S. Oak St.
Crowley, TX 76036

Library Hours

Tuesday, Thursday and Friday - 10 AM-8 PM

Wednesday- 10 AM-5 PM

Saturday - 10 AM - 3 PM