



CRIME CONTROL & PREVENTION DISTRICT COMMUNICATION

DATE: March 10, 2026
FROM: Shannon Montgomery, TRMC, Town Secretary
AGENDA ITEM: Discuss and consider the appointment of Secretary.

SUMMARY:

At the October 28, 2025 meeting, it was asked whether the Board needed to officially appoint a Board Secretary. Staff reviewed the Local Government Code and found that, yes, the Board needs to appoint a Secretary.

LOCAL GOVERNMENT CODE
TITLE 11. PUBLIC SAFETY
SUBTITLE C. PUBLIC SAFETY PROVISIONS APPLYING
TO MORE THAN ONE TYPE OF LOCAL GOVERNMENT
CHAPTER 363. CRIME CONTROL AND PREVENTION DISTRICTS

Sec. 363.103. OFFICERS. (a) The board shall elect from among its members a president and vice president. The board shall appoint a secretary. The secretary need not be a director. The person who performs the duties of auditor for the political subdivision shall serve as treasurer for the district.

(b) Each officer of the board serves for a term of one year.

(c) A vacancy in a board office shall be filled for the unexpired term by the board.

RECOMMENDED MOTION OR ACTION:

Motion to appoint Town Secretary Shannon Montgomery as the CCPD Secretary.

ATTACHMENTS: N/A