



**COMMISSIONERS COURT  
COMMUNICATION**

COURT ORDER NUMBER 145568

PAGE 1 OF 4

DATE: 8/5/2025

**SUBJECT: CONSIDERATION OF AN EXTENSION AND AMENDMENT TO THE  
ORDER AUTHORIZING PAYMENT OF CERTAIN CLAIMS SUBMITTED  
FOR PAYMENT**

**\*\*\* CONSENT AGENDA \*\*\***

**COMMISSIONERS COURT ACTION REQUESTED**

It is requested that the Commissioners Court consider an amendment to the Order authorizing payment of certain time sensitive claims.

**BACKGROUND**

On March 7, 2023, the Commissioners Court, through Court Order #140399, approved an Order, requiring the County Auditor pay certain time-sensitive claims that must then be presented to the Commissioners Court for ratification.

On April 18, 2023, the Commissioners Court, through Court Order #140686, amended the Order to add emergency rent, utility, food, hygiene, and transportation payments related to various programs administered by the Tarrant County Department of Human Services to the list of claim types approved for payment.

On September 19, 2023, the Commissioners Court, through Court Order #141720, further amended the Order to add rent payments made to landlords in the Tarrant County Housing Assistance Office Housing Assistance Program (HAP) to the list of claim types approved for payment. This was done to ensure accurate payment amounts are determined in time for inclusion on the Claims Addendum and timely payments to landlords are made. This prevents the County from being charged late fees.

On March 17, 2024, the Commissioners Court, through Court Order #142800, approved an extension of the order for six (6) months. This approval is set to expire on September 19, 2024.

On September 17, 2024, the Commissioners Court, through Court Order #143855, extended the Order until September 30, 2025, twelve (12) months following the date of approval. In addition, the Order was amended to allow payment of claims to attorneys providing appointed counsel services and to attorneys serving as outside counsel in civil litigation pursuant to a contract with Tarrant County. In both cases, payment is not made by the Auditor unless ordered by a court judge or approved by Tarrant County Risk Management, and in the event a regularly scheduled meeting of the Commissioners Court is cancelled or if the month in which the payment is due includes a fifth Tuesday.

Staff seeks approval from the Commissioners Court to extend the Order for twelve (12) months following the date of approval. In addition, it is requested the Commissioners Court consider amending the order to designate and authorize, pursuant to Texas Local Government Code Section 111.070(c)(2), to amend the county budget by

|              |               |              |                  |
|--------------|---------------|--------------|------------------|
| SUBMITTED BY | Administrator | PREPARED BY: | Vanessa Perez    |
|              |               | APPROVED BY: | Chandler Merritt |



# COMMISSIONERS COURT COMMUNICATION

REFERENCE NUMBER: 145568 DATE: 8/5/2025 PAGE 2 OF 4

transferring amounts budgeted for certain items to other budgeted items as necessary solely for the purpose of allowing the Auditor to make payments pursuant to this order. Any budget transfers made by the Budget Director pursuant to this order shall be presented to the Commissioners Court at its next meeting for ratification.

All time-sensitive claims will be presented to the Auditor with appropriate documentation and authorization and will follow the audit approval process.

The Criminal District Attorney's Office has approved the Order as to form.

## **FISCAL IMPACT**

There is no fiscal impact associated with this item.



COMMISSIONERS COURT ORDER  
AUTHORIZING PAYMENT OF CERTAIN CLAIMS SUBMITTED FOR PAYMENT

WHEREAS, the position of Tarrant County Treasurer was consolidated in 1984 with the position of Tarrant County Auditor ("Auditor"); and

WHEREAS, the Auditor is responsible for approving claims and disbursing funds for the settlement of claims as required by law and as the Tarrant County Commissioners Court ("Commissioners Court") may require or direct, not inconsistent with law; and

WHEREAS, the Commissioners Court finds certain time sensitive claims may come due before the Commissioners Court approves the Claims and Addendum Agenda at its next scheduled meeting; and

WHEREAS, the Commissioners Court finds it benefits the public and constitutes a public necessity to ensure continuity of utility services to Tarrant County facilities, timely meet payroll, and make other time sensitive payments; and

WHEREAS, the Commissioners Court finds it is an economical use of taxpayer money and provides a public benefit to avoid late payment penalties and fees by requiring the Auditor to make payments on certain claims for which the Auditor has performed all necessary due diligence, properly verified, and would recommend approval by the Commissioners Court; and

WHEREAS, Texas Local Government Code Section 111.070(c)(2) empowers the Commissioners Court to designate an officer or employee of the county as authorized to amend the county budget by transferring amounts budgeted for certain items to other budgeted items; and

WHEREAS, the Commissioners Court finds designating and authorizing the Tarrant County Budget Director ("Budget Director") to make such budget transfers is necessary to effectuate this order.

IT IS THEREFORE ORDERED the type of claims listed below are approved for payment by the Commissioners Court after the invoice or claim has been presented to the Auditor with appropriate documentation and authorizations by department heads and elected officials and following approval through the audit process.

- 1) Utility services, including electricity, water, telecommunications, garbage and waste disposal, and recycling services;
- 2) Payroll, including related employee deductions, benefits, and payroll taxes;
- 3) Debt service payments;
- 4) Payments to the State and Federal governments and their agencies;
- 5) Grant related payments to meet grant timing deadlines;
- 6) FedEx account payments associated with vendor account numbers 6500093 and 6510920;
- 7) Payments for fuel purchases made with the Wex Bank Shell Fleet Plus card and associated with vendor account number 6513660;

- 8) Emergency rent, utility, food, hygiene and transportation payments, including those payments made to landlords in the Housing Assistance Program, related to the various programs offered by the Tarrant County Housing Assistance Office;
- 9) Payments approved by a Tarrant County criminal court judge to court appointed indigent defense counsel in criminal cases and payments approved by Tarrant County Risk Management to attorneys serving as outside counsel in civil litigation pursuant to a contract with Tarrant County only in the event a regular term session of the Commissioners Court is cancelled or if the month in which the payment is due includes a fifth Tuesday; and
- 10) Payment of claims where a delay may result in the County being deemed non-compliant with the Prompt Payment Act or may lead to the accrual of interest penalties due to non-payment in accordance with existing payment agreements.

The Auditor is hereby required to make payments for these claims.

The Budget Director is hereby designated and authorized pursuant to Texas Local Government Code Section 111.070(c)(2) to amend the county budget by transferring amounts budgeted for certain items to other budgeted items as necessary solely for the purpose of allowing the Auditor to make payments pursuant to this order. Any budget transfers made by the Budget Director pursuant to this order shall be presented to the Commissioners Court at its next meeting for ratification.

The Auditor shall not make a payment for these claims in an amount greater than the amount due as reflected in a properly presented and authenticated bill, invoice, or other form of claim.

Any payments made by the Auditor pursuant to this order shall be presented to the Commissioners Court at its next meeting for ratification.

The Auditor is not personally liable for actions taken under this order absent fraud or malfeasance.

This order shall remain in effect for twelve months following the date of approval. The Commissioners Court may amend this order prior to its expiration.

Upon the Motion of \_\_\_\_\_ and Seconded by \_\_\_\_\_ the above Order Authorizing Payment of Certain Claims Submitted For Payment passed with \_\_\_\_\_ votes in favor thereof and \_\_\_\_\_ votes against.

PASSED AND APPROVED this 5<sup>th</sup> day of August, 2025.

**COUNTY OF TARRANT  
STATE OF TEXAS**

By: Separate Electronic Signature Page  
Tim O'Hare  
County Judge

ATTEST:

\_\_\_\_\_  
Deputy County Clerk



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|--------------|---------------|--------------|------------------|
| SUBMITTED BY | Administrator | PREPARED BY: | Vanessa Perez    |
|              |               | APPROVED BY: | Chandler Merritt |



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by transferring amounts budgeted for certain items to other budgeted items as necessary solely for the purpose of allowing the Auditor to make payments pursuant to this order. Any budget transfers made by the Budget Director pursuant to this order shall be presented to the Commissioners Court at its next meeting for ratification.

All time-sensitive claims will be presented to the Auditor with appropriate documentation and authorization and will follow the audit approval process.

The Criminal District Attorney's Office has approved the Order as to form.

## **FISCAL IMPACT**

There is no fiscal impact associated with this item.



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WHEREAS, Texas Local Government Code Section 111.070(c)(2) empowers the Commissioners Court to designate an officer or employee of the county as authorized to amend the county budget by transferring amounts budgeted for certain items to other budgeted items; and

WHEREAS, the Commissioners Court finds designating and authorizing the Tarrant County Budget Director ("Budget Director") to make such budget transfers is necessary to effectuate this order.

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Any payments made by the Auditor pursuant to this order shall be presented to the Commissioners Court at its next meeting for ratification.

The Auditor is not personally liable for actions taken under this order absent fraud or malfeasance.

This order shall remain in effect for twelve months following the date of approval. The Commissioners Court may amend this order prior to its expiration.

Upon the Motion of <sup>Commissioner</sup> Matt Krause and Seconded by <sup>Commissioner</sup> Roderick Miles the above Order Authorizing Payment of Certain Claims Submitted For Payment passed with 5 votes in favor thereof and 0 votes against.

PASSED AND APPROVED this 5<sup>th</sup> day of August, 2025.

**COUNTY OF TARRANT  
STATE OF TEXAS**

By: Separate Electronic Signature Page  
Tim O'Hare  
County Judge

ATTEST:

\_\_\_\_\_  
Deputy County Clerk

Consideration of an Extension and Amendment to the Order Authorizing Payment of Certain Claims Submitted for Payment

**SIGNED AND EXECUTED** this 5 day of August, 2025.

**COUNTY OF TARRANT  
STATE OF TEXAS**

A handwritten signature in black ink that reads "Tim O'Hare". The signature is written in a cursive style with a long horizontal line extending to the right.

Tim O'Hare  
County Judge  
8/8/2025