



COMMISSIONERS COURT  
COMMUNICATION

COURT ORDER NUMBER <#CourtOrderNumber#>

PAGE 1 OF 4

DATE: 6/17/2025

**SUBJECT: CONSIDERATION OF A PROPERTY USE REQUEST FROM JUSTICE OF THE PEACE, PRECINCT 7 TO USE THE SUBCOURTHOUSE AT MANSFIELD TO CONDUCT A WEDDING ON JUNE 21, 2025**

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

**COMMISSIONERS COURT ACTION REQUESTED**

It is requested that the Commissioners Court consider a request from Justice of the Peace, Precinct 7, to use the Subcourthouse at Mansfield to conduct weddings on Saturday, June 21, 2025.

**BACKGROUND**

Justice of the Peace, Precinct 7, is requesting to use a courtroom in the Subcourthouse at Mansfield to conduct a wedding on Saturday, June 21, 2025.

The Justice of the Peace has completed all required property use forms and the Constable has agreed to provide security for this after-hours event.

**FISCAL IMPACT**

The estimated fiscal impact to be paid by the resident is based on salary average overtime rates for Facilities Management and the Constables Office will be approximately \$108.00.

Salary cost will be charged to the following accounts:

\$44.00 – Facilities Management account 10000-2025 General Fund/3110217000 Mansfield/ 510000 Personnel

\$64.00 – Constables Office account 10000-2025 General Fund/2270100000 Precinct 7/ 510000 Personnel

SUBMITTED BY Facilities Management

PREPARED BY: Misty Foster

APPROVED BY: Frank Lopez

| Salary Costs Related to After Hours Facilities Usage for 1 Hour Wedding |                |                    |                   |                 |          |             |      |              |            |
|-------------------------------------------------------------------------|----------------|--------------------|-------------------|-----------------|----------|-------------|------|--------------|------------|
| Title                                                                   | # of Employees | Event Length (Hrs) | Total Staff Hours | Avg Hourly Rate | OT Rate  | Hourly Cost | FICA | Retirement   | Total Cost |
| Building Services Technician II                                         | 1              | 1                  | 1                 | \$ 24.40        | \$ 36.60 | \$ 37       | \$ 3 | \$ 4         | \$ 44      |
| Deputy Constable                                                        | 1              | 1                  | 1                 | \$ 35.86        | \$ 53.79 | \$ 54       | \$ 4 | \$ 6         | \$ 64      |
|                                                                         |                |                    |                   |                 |          |             |      | <b>TOTAL</b> | <b>108</b> |

**TARRANT COUNTY FACILITIES MANAGEMENT  
PROPERTY USE APPLICATION**

**PLEASE COMPLETE ALL SECTIONS.**

Location requested: Justice of the Peace 7 Court Room

Event Date(s): June 21, 2025 @ 3pm

Time of event: 3pm

Description of event (if more than three lines, please provide an attachment):

wedding

☐ Electricity required

☐ Set up equipment (tables/chairs/podium/speakers, etc.) requested from County

Contact Person: Kenneth D. Sanders  
Address: 1100 E Broad St. <sup>Ste</sup> 202 City: Mansfield State: TX Zip: 76063  
Cell phone number: 817-454-1684 Email: Kdsanders3@tarrantcountytx.gov

Name of Organization: \_\_\_\_\_

☐ Non-Profit ☐ For-Profit

Primary contact person: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Business phone number: \_\_\_\_\_ Email: \_\_\_\_\_

Event on-site contact person & cell phone number: \_\_\_\_\_

Applicant's signature: Kenneth D. Sanders

Applicant's printed name: Kenneth D. Sanders

Date: 5/21/25

**RELEASE, INDEMNIFICATION  
AND HOLD HARMLESS AGREEMENT**

THAT I, the undersigned Kenneth D. Sanders, hereby  
**RELEASE** and **HOLD HARMLESS** Tarrant County, Texas ("County") and all of its officials,  
officers, agents and employees in both their public and private capacities, from any and all  
claims, losses, damages, causes of action, suits and liability of every kind that may arise from any  
of their act(s) and/or omission(s) that may occur as a result of my request to seek their help,  
assistance, and/or service in connection with Wedding  
\_\_\_\_\_.

It is further agreed that the execution of this "Release, Indemnification and Hold  
**Harmless Agreement**" will not constitute a waiver by the County of the defense of governmental  
immunity where applicable, or any other defense recognized by law and/or the courts of the State  
of Texas.

SIGNED this the 7<sup>th</sup> day of May, 2025.

Signature: Kenneth D. Sanders  
Printed Name: Kenneth D. Sanders  
Address: 1100 E Broad St. Ste 202  
City: Mansfield State: TX Zip Code: 76063  
Phone #: 817-473-5101