



**COMMISSIONERS COURT
COMMUNICATION**

COURT ORDER NUMBER _____

PAGE 1 OF 9

DATE: 12/3/2024

**SUBJECT: CONSIDERATION OF INTERLOCAL AGREEMENT BETWEEN
TARRANT COUNTY AND THE CITY OF HASLET FOR LAW
ENFORCEMENT SERVICES TO BE PROVIDED BY THE TARRANT
COUNTY SHERIFF'S OFFICE DURING FISCAL YEAR 2025**

***** CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court consider an Interlocal Agreement (ILA) with the City of Haslet for Fiscal Year 2025 law enforcement services provided by the Tarrant County Sheriff's Office.

BACKGROUND

On September 5, 2006, the Commissioners Court, through Court Order #98837, approved an ILA with the City of Haslet, allowing the Sheriff's Office to provide law enforcement services to the City.

The agreement has been renewed annually since that time. This agreement continues to include the option for additional traffic services per the City of Haslet's request. The County's only obligation to provide the services in the agreement is through the Tarrant County Sheriff's Office.

The one (1) year renewal agreement is from October 1, 2024 through September 30, 2025. The City of Haslet will pay \$1,100,971.84 annually for patrol services, to be paid in monthly installments.

The Criminal District Attorney's Office and the Sheriff's Office have reviewed this agreement.

FISCAL IMPACT

The City of Haslet's annualized payment to Tarrant County will be an estimated \$1,100,971.84 for patrol services, to be paid in monthly installments.

SUBMITTED BY	Administrator	PREPARED BY:	Kandice Boutte
		APPROVED BY:	Kandice Boutte

STATE OF TEXAS § **INTERLOCAL AGREEMENT BETWEEN**
 § **COUNTY OF TARRANT AND THE**
 § **CITY OF HASLET FOR SHERIFF'S**
COUNTY OF TARRANT § **OFFICE POLICE SERVICES**

WHEREAS, each governing body, in performing governmental functions or in paying for the performance of governmental functions hereunder, shall make that performance or those payments from current revenues legally available to that party; and

WHEREAS, each governing body finds that the subject of this Agreement is necessary for the benefit of the public and that each has the legal authority to perform and to provide the governmental function or service which is the subject matter of this Agreement; and

WHEREAS, each governing body finds that the performance of this Agreement is in the common interest of both parties and that the division of costs fairly compensates the performing party for those services or functions under this Agreement; and

NOW, THEREFORE the City of Haslet (CITY), Tarrant County (COUNTY), and the Tarrant County Sheriff's Office (SHERIFF) agree as to the following:

SECTION 1.
TERM

This Agreement shall be for an initial term of twelve (12) months commencing on October 1, 2024, and ending September 30, 2025, and may be extended thereafter by mutual consent of the parties hereto and for such periods as may be mutually agreed upon. However, in accordance with the Texas Interlocal Cooperation Act, not later than September 30 of each year, commencing with September 30, 2024, this Agreement, or amendments thereto, shall be subject to approval by the governing bodies of COUNTY and CITY in order that it shall remain in force and funds budgeted therefore.

SECTION 2.
SCOPE OF SERVICES TO BE PROVIDED BY THE
COUNTY

COUNTY hereby agrees to provide CITY the following equipment, services, personnel, and facilities hereinafter collectively referred to as "Police Services":

- a. Patrol. COUNTY, through the SHERIFF, shall use its reasonable and best efforts to provide "full staffing" of patrol deputies to CITY as much as possible. "Full staffing" is defined as two (2) or more deputies per shift, 24 hours a day, 7 days a week, for a total of six deputies per calendar day, plus any additional deputies mutually agreed upon with CITY in the future. However, less than "full staffing" is acceptable to accommodate up to an 18-day vacation cap per deputy per year, and additionally other necessary personnel absences, such as worker's compensation, Family Medical Leave, sick time, emergency leave, and training, which have no cap.

In no event shall staffing ever fall below one patrol deputy per shift within CITY, and in the event of less than “full staffing”, SHERIFF, if staffing is available, shall supplement staffing within CITY with one other on-patrol district deputy as operationally necessary.

Staffing shall be used for routine neighborhood patrol, patrol of business establishments, criminal investigations, crime scene services and traffic control on all roadways within CITY and enforcing the laws of the State of Texas in such a manner as to provide adequate police services considering factors such as, but not limited to, housing densities, commercial development, roadway conditions and traffic flow.

The SHERIFF shall use its reasonable and best efforts to provide additional patrol staffing if available and as needed, to a maximum of 3 additional deputies. Whether additional patrol staffing is available and can be provided shall be at the discretion of the SHERIFF.

- b. Appearance in Municipal Court or other CITY requested events. In addition to the annual compensation established in the Agreement, CITY will be invoiced monthly by the COUNTY for actual overtime incurred for deputies who work at the request of the CITY including Municipal Court appearances and/or other CITY requested events. Bailiff services shall be provided for Haslet Municipal Court upon CITY’s request and shall be invoiced monthly at the normal hourly rate of pay for each deputy provided, plus any overtime due to the particular deputy for time worked as bailiff.
- c. Jail. The COUNTY shall provide jail services for housing CITY prisoners including providing booking services, feeding, hygiene and release. Jail services for Class C misdemeanants only shall be invoiced monthly at the daily rate of \$93 per inmate per day. Arrestees charged only with Class C misdemeanors will not be jailed at any COUNTY jail facility as a punishment and will be subject to a walk-through booking process for identification purposes if allowed by law. If a Class C misdemeanor is subject to any other charges, warrants, holds, or similar legal process, the COUNTY shall retain custody of the prisoner at a COUNTY jail facility as necessary to comply with the warrant, hold, court order, or other legal process mandating their confinement.
- d. Warrants. The COUNTY shall enter Class C warrants from the Haslet Municipal Court into the TCIC (regional or local database)/NCIC (national database) until these warrants are executed by arrest or otherwise recalled by the Haslet Municipal Court or automatically purged from the system two (2) years after entry into database.
- e. Access to Information. Upon request, the CITY shall be provided access to information related to the Police Services provided under this Agreement, including but not limited to, law enforcement activity reports and statistics for the purpose of providing CITY performance measures relating to services provided by COUNTY in accordance with this Agreement.
- f. Although CITY’s contract price is based on a flexible provision of patrol deputies as described above, CITY shall receive plenary law enforcement services at no additional charge in connection with this contract, such as detective services, entry of CITY’s Class C warrants into TCIC and NCIC databases, dispatch services, and additional staff services supporting law enforcement.

- g. Performance Standards. In performing its duties under this Agreement, the COUNTY shall:
- (1) Establish clear and concise communication and accountability to the CITY.
 - (2) Assign specific deputies to the CITY but reserves the right to substitute deputies as needed.
 - (3) Assign a deputy to the CITY to be a liaison between the Mayor or their designee of CITY and the Sheriff's Office. This deputy shall provide a monthly report of activity in the CITY.
 - (4) Pick up prisoners when arrested on a CITY warrant or capias by another Tarrant County law enforcement agency within 24 hours of prisoner's eligibility for release.
 - (5) Patrol the CITY on a routine basis and have a visible presence in the CITY.
 - (6) Follow all COUNTY administrative policies for law enforcement.
 - (7) Abide by the City policies for police services attached hereto as "Exhibit A".
 - (8) Attend/testify, when necessary, in the Haslet Municipal Court.
 - (9) Each deputy shall use Haslet electronic citation devices. Neither COUNTY nor its employees or agents shall have any liability for any loss or damage to CITY's electronic citation devices.

SECTION 3. CITY'S OBLIGATIONS

CITY agrees to pay the sum of One Million One Hundred Thousand Nine Hundred Seventy-One Dollars and Eighty-Four Cents (\$1,100,971.84) (the "Patrol Payment") to the COUNTY for the Patrol and Plenary Services for the twelve-month period beginning October 1, 2024, and ending September 30, 2025, said sum to be paid in monthly equal installments of Ninety-One Thousand Seven Hundred Forty-Seven Dollars and Sixty-Five Cents (\$91,747.65) beginning with the date of execution of this Agreement by both parties. CITY will receive a staffing report from COUNTY detailing the number of deputies provided to CITY on each shift of each day of the month.

SECTION 4. TERMINATION

- a. It is expressly understood and agreed that the period or term of this Agreement may be terminated with or without notice by COUNTY at any time after CITY has defaulted in the payment of any obligation hereunder.
- b. This Agreement may be terminated at any time by either party hereto by the giving of three (3) months written notice, delivered by certified mail.

- c. The CITY may terminate this Agreement upon thirty (30) days written notice, delivered by certified mail, if the COUNTY fails to perform police services or comply with Section 2 of this Agreement.
- d. In the event of termination, CITY will remain liable for the pro rata amount of the payment due up to the day of termination.

**SECTION 5.
NOTICES**

All written notices shall be sent to the following parties by certified mail-return receipt requested:

County Administrator
Tarrant County Admin. Building
100 East Weatherford
Suite 404
Fort Worth, Texas 76196

Mayor
City of Haslet
105 Main Street
Haslet, Texas 76052

**SECTION 6.
JURISDICTION**

By this Agreement, CITY grants full and complete authorization and jurisdiction to COUNTY for all police services provided by COUNTY and contained in this Agreement. Said jurisdiction shall apply to the corporate city limits of CITY.

SECTION 7.

Venue for any legal dispute arising pursuant to this Agreement shall lie in the County of Tarrant, State of Texas.

SECTION 8.

It is expressly understood and agreed that deputies assigned to the fulfillment of the responsibilities of the Sheriff undertaken by this Agreement are subject to the control and discretion of the Sheriff in the performance of their duties and that the deputies, as such, shall have no duty or obligation to CITY or the residents of said CITY different from those duties and obligations which the Sheriff has to the public generally, except as stated in this Agreement.

SECTION 9.

Both parties mutually agree that COUNTY is an independent contractor, and shall have exclusive control of performance hereunder, and that employees of COUNTY in no way are to be considered employees of CITY.

SECTION 10.

This Agreement may only be modified, changed, or altered at any time, upon mutual agreement of parties, provided that any such modification, change and/or alteration be reduced to writing, and approved by the governing bodies of COUNTY and CITY.

SECTION 11.

COMPLIANCE WITH LAWS The CITY and COUNTY must observe and comply with all applicable federal, state, and local statutes, ordinances, rules, and regulations, including, without limitation, workers' compensation laws, minimum and maximum salary and wage statutes and regulations, and non-discrimination laws and regulations. CITY and COUNTY shall be responsible for ensuring their compliance with any laws and regulations applicable to their activities under this agreement, including maintaining any necessary licenses and permits.

This Agreement is made and entered into this _____ day of _____, 2024.

Court Order _____

**COUNTY OF TARRANT
STATE OF TEXAS**

CITY OF HASLET, TEXAS

Separate Electronic Signature Page
Tim O'Hare
County Judge

Gary Hulseley
Mayor

Bill Waybourn
Sheriff

ATTEST:

City Secretary

APPROVED AS TO FORM:

Criminal District Attorney's Office*

*By law, the Criminal District Attorney's Office may only approve contracts for its clients. We reviewed this document as to form from our client's legal perspective. Other parties may not rely on this approval. Instead, those parties should seek contract review from independent counsel.

“EXHIBIT A”

CITY OF HASLET POLICE SERVICES

1. If desired, the on-duty deputy assigned to Haslet may serve as a bailiff for the Haslet Municipal Court once a month as long as the deputy is not a witness in any case before the Court. In addition, the deputy serving as a bailiff for the Court will be subject to answering Haslet patrol calls as necessary.
2. Each deputy shall use Haslet electronic citation devices or Haslet citation books.
3. Court dates will be posted at an assigned location for deputies. Each deputy will be notified in advance if they need to attend Court.

“EXHIBIT B”

PROJECTED COST ANALYSIS FOR CONTRACT PATROL SERVICES - CITY OF HASLET FY2025

BASE SALARY

Patrol Deputy	Average Salary for Grade 53 \$37.55	\$78,104.00
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FRINGE BENEFITS

Structure Estimate	7.00%	5,467.28
Step	2.91%	2,431.92
Longevity	Maximum \$5/month for 25 years	1,500.00
Holiday Pay	13 days x 8 hours x \$38.38	4,300.16
Retirement	11.88%	10,906.24
FICA	7.65%	7,022.96
Worker's Comp	\$1.27 per \$100 worth of payroll	1,092.24
Group Medical	Per employee rate (\$917/mo)	11,004.00
Certification Pay	\$50/per month	600.00
Clothing	\$700/year	<u>700.00</u>
		\$123,128.80

53 Average Hourly Rate (includes projected step & structure increase)	\$41.35
Combined Hourly Rate: \$123,128.80 / 2080 hours	\$59.20
(Combined Hourly rate is calculated using average salary as of July 2024 for grade 53-II and all associated costs)	

Basic Services	6 positions x \$123,128.80	\$738,772.81
Indirect Cost Rate	Basic Services x 36.26%	\$267,879.02
	**(Based on 30.67% ICR)	
Vehicle Usage		
12,000 miles/month** x .655 x 12 months		<u>94,320.00</u>
	**(Based on 24 hrs/day)	

TOTAL ANNUAL COST:	<u>\$1,100,971.84</u>
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*The Indirect Cost Rate (ICR) captures the indirect costs associated with service provision which are absorbed by the contracting entity including, but not limited to, dispatch services, calls for service/patrol services outside of contractually defined hours, investigative services, and administrative overhead. The ICR is objectively calculated by a third-party consultant.

CO#144350



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This Agreement is made and entered into this ____ day of _____, 2024.

Court Order _____

**COUNTY OF TARRANT
STATE OF TEXAS**

CITY OF HASLET, TEXAS

Separate Electronic Signature Page
Tim O'Hare
County Judge

Gary Hulseay
Mayor

Bill Waybourn
Sheriff

ATTEST:

City Secretary

APPROVED AS TO FORM:



Criminal District Attorney's Office*

*By law, the Criminal District Attorney's Office may only approve contracts for its clients. We reviewed this document as to form from our client's legal perspective. Other parties may not rely on this approval. Instead, those parties should seek contract review from independent counsel.

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"EXHIBIT B"

PROJECTED COST ANALYSIS FOR CONTRACT PATROL SERVICES - CITY OF HASLET FY2025

BASE SALARY

Patrol Deputy	Average Salary for Grade 53 \$37.55	\$78,104.00
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Consideration of Interlocal Agreement between Tarrant County and the City of Haslet for Law Enforcement Services to be Provided by the Tarrant County Sheriff's Office During Fiscal Year 2025

SIGNED AND EXECUTED this 3 day of December, 2024.

**COUNTY OF TARRANT
STATE OF TEXAS**

A handwritten signature in black ink, appearing to read "Tim O'Hare", with a long horizontal line extending to the right.

Tim O'Hare
County Judge
12/6/2024