



CO# 143855

**COMMISSIONERS COURT
COMMUNICATION**

REFERENCE NUMBER _____

PAGE 1 OF 4

DATE: 09/17/2024

**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.

Staff seeks approval from the Commissioners Court to extend the Order until September 30, 2025, twelve (12) months following the date of approval. In addition, it is requested the Commissioners Court consider amending the order 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 will not be 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.

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

SUBMITTED BY: Administrator's Office

PREPARED BY: Miriam Garza
APPROVED BY: Kandice S. Boutté



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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;

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 Department of Human Services and the Tarrant County Housing Assistance Office; and
- 9) Payments approved by a Tarrant County court judge to court appointed counsel 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.

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

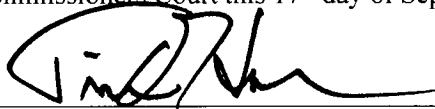
The Auditor shall not make a payment for these claims in an amount greater than the amount due as reflected in a properly presented and authenticated bill, invoice, or other form of claim.

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

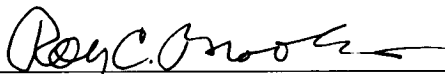
The Auditor is not personally liable for actions taken under this order absent fraud or malfeasance.

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

Approved and Ordered by Commissioners Court this 17th day of September 2024.



County Judge Tim O'Hare



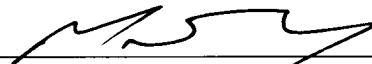
Roy Charles Brooks
Commissioner, Precinct 1



Gary Fickes
Commissioner, Precinct 3



Alisa Simmons
Commissioner, Precinct 2



Manny Ramirez
Commissioner, Precinct 4