



COMMISSIONERS COURT COMMUNICATION

REFERENCE NUMBER _____

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DATE: 09/19/2023

**SUBJECT: APPROVAL OF AN 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 approve an amendment to the Order authorizing payment of certain time sensitive claims submitted for payment.

BACKGROUND

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

On April 18, 2023, through Court Order #140686, the Commissioners Court amended Court Order #140399 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.

It is requested that the Commissioners Court further amend Court Order #140399 to add rent payments made to landlords in the Tarrant County Housing Assistance Office Housing Assistance Program (HAP). Occasionally, due to the timing of Commissioners Court meetings, accurate payment amounts cannot be determined in time for inclusion on the Claims Addendum and timely payment to landlords. On those occasions, should payments not be made on time, late fees are charged to the County. To prevent those fees and improve the accuracy of information submitted to the Claims Addendum, staff recommends approval of this amendment.

Additionally, it is requested that the Commissioners Court extend Court Order #140399 to remain in effect until March 19th, 2024, six (6) months following date of approval.

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.

SUBMITTED BY:	Administrator's Office	PREPARED BY: APPROVED BY:	Kristen Camareno
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