



COMMISSIONERS COURT COMMUNICATION

REFERENCE NUMBER _____

PAGE 1 OF 3

DATE: 09/19/2023

**SUBJECT: APPROVAL OF AN INTERLOCAL AGREEMENT WITH THE
TARRANT COUNTY EMERGENCY SERVICES DISTRICT NO. 1
FOR FISCAL YEAR 2024**

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

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court approve the annual Interlocal Agreement with the Tarrant County Emergency Services District No. 1 (District) to provide office space, investment assistance and limited administrative services to the District and establish payment to Tarrant County (County) from the District for the salary and benefits of an office manager.

BACKGROUND

This annual Agreement stipulates that the County will provide the District office space (Fire Marshal's Office), investment assistance and limited administrative support. Additionally, the Agreement states that the District will pay the County the salary and benefit expenses of an office manager up to, but not to exceed, \$89,220.58 during the term of the agreement. Provisions have been included for any salary and benefit adjustments in FY 2024 and any prior fiscal year expenses.

The District is billed monthly for actual expenses. The District will supervise the position while in the performance of duties for the District. Investment activities will be under the supervision of the District's investment officer according to the District's Investment Policy. The term of this Agreement is October 1, 2023 through September 30, 2024.

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

FISCAL IMPACT

The Agreement is for an amount not to exceed \$89,220.58 and will be recognized as revenue to offset invoiced personnel expenditures in fund T3100-2024.

SUBMITTED BY:	Administrator's Office	PREPARED BY: APPROVED BY:	Kandice S. Boutté
---------------	------------------------	------------------------------	-------------------