

STATE OF TEXAS                   §  
  §  
COUNTY OF FORT BEND         §

FIRST AMENDMENT TO  
AGREEMENT FOR ADDITIONAL LAW ENFORCEMENT SERVICES  
BETWEEN FORT BEND COUNTY AND  
CINCO RANCH RESIDENTIAL ASSOCIATION II, INC.

This FIRST AMENDMENT of AGREEMENT FOR ADDITIONAL LAW ENFORCEMENT SERVICES BETWEEN FORT BEND COUNTY AND CINCO RANCH RESIDENTIAL ASSOCIATION II, INC. made and entered into by and between Fort Bend County, Texas, a body corporate and politic acting herein by and through its Commissioners Court (“County”), and CINCO RANCH RESIDENTIAL ASSOCIATION II, INC. (“ASSOCIATION”).

RECITALS

WHEREAS, on or about January 5, 2016, the Parties entered into an AGREEMENT FOR ADDITIONAL LAW ENFORCEMENT SERVICES attached hereto as Exhibit “One” and incorporated by reference; and

WHEREAS, the Parties now desire to amend a certain portion of the Agreement.

NOW THEREFORE, for and in consideration of the mutual benefits to be derived by the parties hereto, County, and Association agree as follows:

- I. Amendments: Effective March 1, 2016, ARTICLE IV. CONTRACT DEPUTY(IES) is amended as follows:
  - A. The County, by and through the Law Enforcement Official’s Office, agrees to provide the ASSOCIATION with **the number of Contract Deputy(ies) shown on Exhibit “B,”** to the Area who will devote at least 95% of working time related to the ASSOCIATION’s geographical area.
- II. Except as modified herein, any prior executed document remain in full force and effect and has not been modified or amended. In the event of conflict, the contents of this First Amendment shall prevail.

III. Execution

IN TESTIMONY OF WHICH, THIS AMENDMENT shall be effective upon execution of all parties.

**FORT BEND COUNTY**

\_\_\_\_\_  
Robert E. Hebert, County Judge

Approved: \_\_\_\_\_

\_\_\_\_\_  
Law Enforcement Official

Date: \_\_\_\_\_

Title: SHERIFF

Agency: FORT BEND COUNTY

ATTEST:

\_\_\_\_\_  
Laura Richard, County Clerk

**CINCO RANCH RESIDENTIAL ASSOCIATION II, INC.**

By: Cynthia A. Keefe

Title: Secretary / Treasurer

Date: March 1, 2016

Approved as to form\*:

Michelle Rangel

\_\_\_\_\_  
Michelle Rangel, Assistant County Attorney

\*By law, the County Attorney's Office may only advise or approve contracts or legal documents on behalf of the County. It may not advise or approve a contract or legal document on behalf of other parties. Our review of this document was conducted solely from the legal perspective of the County. Our approval of this document was offered solely for the benefit of the County. Other parties should not rely on this approval, and should seek review and approval by their own respective attorney.

**Attachment:**

**Exhibit "One" AGREEMENT FOR ADDITIONAL LAW ENFORCEMENT SERVICES**

**Exhibit "B" Cost Estimate Sheet**

**EXHIBIT "ONE"**  
**AGREEMENT FOR ADDITIONAL**  
**LAW ENFORCEMENT SERVICES**

THE STATE OF TEXAS           §  
  §  
COUNTY OF FORT BEND       §

**AGREEMENT FOR ADDITIONAL LAW ENFORCEMENT SERVICES  
BETWEEN FORT BEND COUNTY AND  
CINCO RANCH RESIDENTIAL ASSOCIATION II, INC.**

This Agreement, made and entered into by and between Fort Bend County, Texas, a body corporate and politic acting herein by and through its Commissioners Court (“County”), and CINCO RANCH RESIDENTIAL ASSOCIATION II, INC. (“ASSOCIATION”).

**WITNESSETH:**

WHEREAS, the County and the ASSOCIATION desire to further promote public safety and to protect the public interest by having the County provide additional law enforcement services to a certain Area in Fort Bend County, Texas, generally referred to as Cinco Ranch Residential Association II, Inc., as authorized by Section 351.061, Texas Local Government Code;

WHEREAS, the County and the ASSOCIATION acknowledge that County shall collect 100 percent of the cost for supplying the law enforcement services, less the amount prorated for time divided between service to ASSOCIATION and service to County;

WHEREAS, the County and the ASSOCIATION agree that payment for law enforcement services shall be 95% all of the costs and additional expenses the County will incur for providing such additional law enforcement services for the contract period and that the 5% not assessed to the ASSOCIATION is the amount prorated for time divided between service to the ASSOCIATION and service to County;

WHEREAS, the undersigned Fort Bend County Law Enforcement Official (“Law Enforcement Official”) has law enforcement authority in the ASSOCIATION’s geographical area; and

WHEREAS, the County and the Law Enforcement Official desire to provide said additional law enforcement services.

NOW THEREFORE, in consideration of the mutual promises and representations herein contained, the parties hereby agree as follows:

**ARTICLE I.  
DEFINITIONS**

For the purpose of this Agreement, the following terms shall mean:

1. **Area.** That Area herein referred to generally as Cinco Ranch Residential Association II, Inc. In no event shall the defined Area exceed the geographical area represented by the ASSOCIATION or the jurisdictional boundaries of the County.
2. **Contract Deputy(ies).** Means the additional Deputy(ies) (whether one or more) provided by the County to the ASSOCIATION to provide the additional law enforcement services contemplated and provided for in this Agreement.
3. **Equipment.** Includes but is not limited to: vehicles, uniforms, cellular phones, radios and all other materials and items necessary to carry out the terms of this Agreement.

4. Working Time. Means the usual or normal hours (including overtime) that a Contract Deputy(ies) is required by the Law Enforcement Official to work in any calendar month. In addition, working time includes ninety five percent (95%) of the time the Contract Deputy(ies) is on vacation leave, is on sick leave and receives workers' compensation benefits.

## **ARTICLE II. PURPOSE**

The purpose of this Agreement is for the County to authorize (but not require) the Law Enforcement Official to provide additional law enforcement personnel to the designated Area under the terms and conditions herein contained. By signing this Agreement the Law Enforcement Official agrees to provide the services referred to in Article IV under the terms and conditions herein contained.

## **ARTICLE III. TERM**

The term of this Agreement shall be effective at 12:01 a.m **October 1, 2015 (or, if later, on the date signed by County)** and expire on **September 30, 2016** at 11:59 p.m., unless sooner terminated pursuant to the terms herein contained.

- A. It is expressly understood and agreed to by the parties that the period or term of this Agreement may be terminated without cause at any time by either party giving to the other party at least thirty (30) days advance written notice of its intent to terminate, specifying in the notice the effective date of the termination. Such notice shall be given by certified mail, return receipt requested, and shall be effective when mailed to the address stated herein.
- B. It is expressly understood and agreed to by the Parties that if this Agreement expires before a new Agreement is executed services will continue, on a month to month basis, per the same terms of this Agreement but subject to retroactive adjustment for any subsequent Agreement.
- C. It is expressly understood and agreed to by the parties that, notwithstanding the ability of either party to terminate this Agreement upon thirty (30) days written notice, this Agreement may be terminated by the County, with or without notice to the ASSOCIATION, at any time after the ASSOCIATION has defaulted in the payment of any obligation hereunder.
- D. It is expressly understood and agreed to by the parties that if the ASSOCIATION shall at any time be in default of any obligation hereunder, the ASSOCIATION shall be liable to the County for any and all expenses incurred by the County as a result of such default, including, but not limited to, attorney's fees, costs of court and interest at the rate of one percent (1%) simple interest per month, on all past due amounts.
- E. The amount of expenses incurred and interest accrued, if any, shall be deemed to be in addition to any money due for law enforcement services rendered hereunder. If the term of this Agreement is terminated at any time other than at the end of a contract month, the monthly installment payment for such month shall be prorated.

**ARTICLE IV.  
CONTRACT DEPUTY(IES)**

- A. The County, by and through the Law Enforcement Official's Office, agrees to provide the ASSOCIATION with the number of Contract Deputy(ies) shown on Exhibit "A," to the Area who will devote at least 95% of working time related to the ASSOCIATION's geographical area.
- B. The Contract Deputy(ies) shall perform his/her duties under this Agreement in full compliance with the appropriate Fort Bend County policies and the policies and procedures of the Law Enforcement Official's Office.
- C. The Law Enforcement Official, or his representative, shall use reasonable effort to notify the ASSOCIATION at least ten (10) days in advance of the vacation time to be taken by a Contract Deputy(ies).
- D. The Law Enforcement Official, or his representative, shall use reasonable effort to notify the ASSOCIATION as soon as possible when a Contract Deputy(ies) is on sick leave.
- E. The Contract Deputy(ies) shall perform law enforcement services in the ASSOCIATION's geographical location which may include, but are not limited to: patrolling, preparing reports, appearing in court, arresting persons and transporting suspects.
- F. Scheduling and delivery of contract services provided herein shall be managed between the Law Enforcement Official and the ASSOCIATION.
- G. The Contract Deputy(ies) shall submit written copies of any felony offense reports and subsequent copies of investigative reports to the Fort Bend County Sheriff's Office.
- H. In the event the Area is within the incorporated limits of a municipality, the Contract Deputy(ies) shall also submit written copies of any felony offense reports and subsequent copies of investigative reports to the municipal police department that serves the Area.

**ARTICLE V.  
AUTHORITY AND COUNTY'S PEROGATIVE TO APPOINT CONTRACT DEPUTY(IES)**

- A. It is expressly understood and agreed to by the parties that the Contract Deputy(ies), if any, shall be subject to the control and supervision of the Law Enforcement Official to the same extent as the Law Enforcement Official's other deputies, and that the Contract Deputy(ies), if any, shall have no duty or obligation to the ASSOCIATION or the residents of the Area other than those duties and obligations that the Law Enforcement Official's deputies have to the public generally.
- B. The Law Enforcement Official hereby expressly retains full and complete authority to supervise the Contract Deputy(ies) and, in an emergency, determined solely at the Law Enforcement Official's discretion, may assign any Contract Deputy(ies) to duties other than those to be performed pursuant to this Agreement.
- C. It is expressly understood and agreed to by the parties that this Agreement is not intended (nor shall it be construed) to obligate the County and/or the Law Enforcement Official in any manner, *whatsoever*, to assign the Contract Deputy(ies) to devote any portion of his/her Working Time to the Area.
- D. It is expressly understood and agreed to by the parties that:

1. In the event the Law Enforcement Official does not assign the Contract Deputy(ies) to devote at least 95% of his/her Working Time to the Area;
2. In the event the Contract Deputy(ies) is removed from the Area by the Law Enforcement Official; and/or
3. If for some other reason the Contract Deputy(ies) does not devote at least 95% of his/her Working Time to the Area for the term of this Agreement; then and in that event, Fort Bend County shall have no liability *whatsoever* to the ASSOCIATION and/or the residents of the Area, other than to credit the ASSOCIATION an appropriate refund, if any be due, as provided for herein.

**ARTICLE VI.  
COUNTY EMPLOYEES**

- A. The Contract Deputy(ies) performing duties under this Agreement shall at all times remain a county employee subject to the same rights and responsibilities as the Law Enforcement Official's other deputies.
- B. The County agrees that the Contract Deputy(ies) shall perform the services described herein in accordance with the appropriate Fort Bend County policies and the policies and procedures of the Law Enforcement Official's Office; provided, however, that, while Fort Bend County shall be responsible for the acts and omissions of its employees, such responsibility shall be subject to the terms, provisions and limitations of the Constitution and of the laws of the State of Texas and, particularly, TEX. CIV. PRAC. & REM. §101.001, et. seq., the Texas Tort Claims Act. THERE ARE NO WARRANTIES OR CONDITIONS OF ANY KIND, WHETHER EXPRESS OR IMPLIED, WITH RESPECT TO THIS AGREEMENT OR ANY SERVICES PROVIDED BY COUNTY OR THE LAW ENFORCEMENT OFFICIAL TO THE ASSOCIATION, AND COUNTY AND THE LAW ENFORCEMENT OFFICIAL EXPRESSLY DISCLAIM ANY SUCH WARRANTIES AND CONDITIONS.
- C. The Law Enforcement Official retains sole and independent authority regarding the hiring, supervision, discipline, and termination of the Contract Deputy(ies).

**ARTICLE VII.  
INCREASES**

- A. The ASSOCIATION agrees to pay 95% of any and all increases in the Contract Deputy(ies)'s salary, allowances, benefits, etc. that may occur during the term of this Agreement, including, but not limited to:
  1. Social Security;
  2. Medicare;
  3. Retirement;
  4. Workers Compensation/unemployment;
  5. Health and Life Insurance;
  6. Certification pay;
  7. Any overtime incurred at the request of the ASSOCIATION;
  8. Any overtime incurred because of circumstances related to the Area;
  9. Death and Dismemberment Insurance; and/or
  10. Cost of Living Adjustments.

- B. Salary. Upon notice by the County to the ASSOCIATION of any such increases and/or additional expenses (whether included on Exhibit "A" or not), the ASSOCIATION shall pay said increased salary, allowances, benefits, additional expenses etc., in accordance with the provisions contained herein.

**ARTICLE VIII.  
PAYMENT BY ASSOCIATION**

- A. All payments shall be made payable to Fort Bend County and shall be delivered to the Fort Bend County Treasurer, P.O. Box 1202, Richmond, Texas 77406-1202.
- B. The ASSOCIATION agrees to pay Fort Bend County in accordance with Contract Deputy(ies) Cost Worksheet for all presently known expenses beginning the effective date of this contract. See attached Exhibit "A." Both parties acknowledge and agree that the expenses shown therein are an **estimated amount**, used by Fort Bend County to assess 95% (ninety five percent )of the cost to the County for supplying the additional law enforcement services ("Contract Amount").
- C. The ASSOCIATION hereby expressly agrees to pay for 95% of all costs incurred by the County for providing the services hereunder, regardless of whether said expenses are set forth in Exhibit A, including but not limited to, Contract Deputy(ies) overtime, uniforms, equipment, portable cellular phones, vehicles, vehicle maintenance and/or vehicle appearance. Said Cost to be 95% of the allocated costs as determined by the County Auditor.
- D. Additional equipment not calculated in Exhibit "A", but determined by the Law Enforcement Official to be necessary to carry out the terms of this Agreement, shall be obtained by:
1. Purchase of the equipment by County with County funds which shall be reimbursed by ASSOCIATION in accordance with Article VIII of this Agreement;
  2. Purchase of the equipment by ASSOCIATION who shall donate it to the County provided that the equipment meets the County's standards and is approved by the Law Enforcement Official before being used by the Contract Deputy(ies); or
  3. Purchase by County with advance funds provided by ASSOCIATION.
- E. The manner in which additional equipment will be purchased is solely within County's discretion.
- F. In the event that a single additional equipment purchase will exceed \$500.00, ASSOCIATION will be notified of the need for the equipment and allowed 96 hours to object to the purchase.
1. During the objection period, contract services will be provided, as long as the Law Enforcement Official determines that service is feasible.
  2. If ASSOCIATION objects to the purchase, County shall have the option to terminate this agreement without notice.
  3. ASSOCIATION will not be credited for services not performed due to equipment issues.
- G. Any equipment purchased pursuant to this Agreement shall forever become and remains the sole property of the County, regardless of County's election in Article VIII (D) of this Agreement and shall remain property of the County, even upon termination of this Agreement for any reason.
- H. Actual cost of contract will be reviewed at least semiannually and no more than quarterly, at the discretion of the Fort Bend County Auditor. Proper notification of any changes will be sent no later than thirty (30) days following the end of the period being reported. Payment by the

ASSOCIATION shall be due and payable, without demand, no later than the first day of the month in which the service is provided. Payment shall be made in equal monthly installments subject to any adjustments as provided herein.

- I. It is expressly understood and agreed to by the parties that if a payment due under the terms of this Agreement is not received by County within thirty (30) days of the due date, the County is authorized to terminate this Agreement without further notice. Failure of County to make demand for payments due shall not be a waiver of the ASSOCIATION's obligations to make timely payments.
- J. If any installment is for a fraction of a contract month, the amount of such installment shall be appropriately prorated.

**ARTICLE IX.  
ASSIGNMENTS**

This Agreement is not assignable.

**ARTICLE X.  
INDEMNITY AND HOLD HARMLESS**

- A. **THE ASSOCIATION AGREES TO AND SHALL INDEMNIFY, SAVE AND HOLD HARMLESS AND DEFEND THE COUNTY, ITS OFFICIALS, AGENTS AND EMPLOYEES FROM AND AGAINST ANY AND ALL CLAIMS, LOSSES, DAMAGES, CAUSES OF ACTION, SUITS AND LIABILITY OF EVERY KIND, INCLUDING BUT NOT LIMITED TO ATTORNEY'S FEES (WHETHER 1<sup>ST</sup> PARTY OR 3<sup>RD</sup> PARTY) AND RELATED COSTS, FOR PERSONAL INJURY DEATH OR PROPERTY DAMAGE, DESTRUCTION OR LOSS ARISING OUT OF OR CONNECTED IN ANY WAY WITH THE PERFORMANCE OF THE ASSOCIATION'S RESPONSIBILITIES UNDER THIS AGREEMENT, WHERE SUCH PERSONAL INJURY, DEATH OR PROPERTY DAMAGE, DESTRUCTION OR LOSS IS CAUSED BY THE ASSOCIATION'S SOLE NEGLIGENCE OR ITS SOLE INTENTIONAL ACT OR OMISSION OR WHERE SUCH PERSONAL INJURY , DEATH, OR PROPERTY DAMAGE, DESTRUCTION, OR LOSS IS CAUSED BY THE JOINT NEGLIGENCE OF THE ASSOCIATION AND ANY OTHER PERSON, OR ENTITY OR THE JOINT INTENTIONAL ACT OR OMISSION OF THE ASSOCIATION AND OTHER PERSON OR ENTITY.**
- B. The ASSOCIATION shall furnish County with insurance certificates(s) and a copy of each policy that is in effect as of the effective date of this Agreement for verification and approval by the County Risk Management Department. The Association shall provide County subsequent insurance certificates throughout the term of the Agreement upon request. The Association shall carry Commercial General Liability insurance at minimum combined single limits of (\$1,000,000 per-occurrence and \$2,000,000 general aggregate) for bodily injury and property damage, which coverage shall include independent contractors, and contractual liability each at \$1,000,000 per occurrence. Coverages shall be written on per occurrence forms. Policies shall name the County, its elected and appointed officials, agents and employees as additional insureds.





**Fort Bend County**  
**FBC Sheriff Contract Deputy Budget Proposal**  
**Cinco Residential II**  
**For the 9 Month Period of**  
**January 1, 2016 through September 30, 2016**

<u>Description</u>	<u>Estimated Costs</u>
Salary (1) 40/80 Hour Deputy	38,290
Holiday	1,770
Leave	-
Overtime	-
4.14% Cost of Living	1,660
Certification	1,970
Longevity	270
FICA/Medicare	3,360
Retirement	5,180
Group Insurance	11,200
Workers' Comp./Unemployment	1,670
Total Salary & Fringe Benefits	65,370
Fees	340
Administration Fee	3,270
Variable Direct Admin Fee	2,250
Travel	
Officer Training	40
Other Rentals/Leases	
Office Supplies	
Operating Supplies	
Materials & Supplies	60
Officer Training Supplies	110
Uniforms	560
Property & Equipment	
Communications Equipment	
Fuel	2,970
Automobile Capital Mileage	3,880
Automobile Maintenance & Repair	1,180
Total Estimated Cost	<b>80,030</b>
95% of Estimated Cost	<b>76,030</b>
Monthly Payment*	<b>8,450</b>

\*Payments are due by the 1st of the month in which services will be received.

*All costs estimated in Exhibit A are subject to adjustment by the Fort Bend County Auditor in accordance with the terms of the executed Agreement. Actual cost of the contract will be reviewed at least semiannually and no more than quarterly, at the discretion of the Fort Bend County Auditor. The review and notice of payment changes shall be sent to the Association's contacts listed below:*

accounting@Ciaservices.com  
 Email Address

Laura.tate@Ciaservices.com  
 Email Address

Cinco Ranch II HOA  
 Name

Laura Tate General manager  
 Name

[Signature]  
 LEA Initial

cah  
 HOA Initial

EXHIBIT A

**Fort Bend County**  
**FBC Sheriff Contract Deputy Budget Proposal**  
**Cinco Residential II**  
For the 7 Month Period of  
**March 1, 2016 through September 30, 2016**

<u>Description</u>	<u>Estimated Costs</u>
** Salary (3) 40/80 Hour Deputy	86,180
Holiday	3,980
Leave	-
Overtime	-
0.00% Cost of Living	-
Certification	2,870
Longevity	580
FICA/Medicare	7,160
Retirement	11,040
Group Insurance	34,680
Workers' Comp./Unemployment	3,560
Total Salary & Fringe Benefits	<u>150,050</u>
Fees	270
Administration Fee	7,500
Travel	
Officer Training	150
Other Rentals/Leases	
Office Supplies	
Operating Supplies	
Materials & Supplies	230
Officer Training Supplies	450
Uniforms	2,250
Property & Equipment	1,500
Communications Equipment	
Fuel	5,390
Automobile Capital Mileage	7,050
Automobile Maintenance & Repair	2,140
Total Estimated Cost	<u>176,980</u>
95% of Estimated Cost	<u>168,130</u>
Monthly Payment*	<u>24,020</u>

\*Payments are due by the 1st of the month in which services will be received.

\*\* Increase to three full time officers March 1, 2016, current contract in place for one

*All costs estimated in Exhibit A are subject to adjustment by the Fort Bend County Auditor in accordance with the terms of the executed Agreement. Actual cost of the contract will be reviewed at least semiannually and no more than quarterly, at the discretion of the Fort Bend County Auditor. The review and notice of payment changes shall be sent to the Association's contacts listed below:*

accounting@cia-services.com  
Email Address

Laura.tate@cia-services.com  
Email Address

Cinco Ranch II HOA  
Name

Laura Tate, General Manager  
Name

LT  
LEA Initial

cah  
HOA Initial

**EXHIBIT "B"**  
**COST ESTIMATE SHEET**

**Fort Bend County**  
**FBC Sheriff Contract Deputy Budget Proposal**  
**Cinco Residential II**  
For the 7 Month Period of  
**March 1, 2016 through September 30, 2016**

<u>Description</u>	<u>Estimated Costs</u>
** Salary (3) 40/80 Hour Deputy	86,180
Holiday	3,980
Leave	-
Overtime	-
0.00% Cost of Living	-
Certification	2,870
Longevity	580
FICA/Medicare	7,160
Retirement	11,040
Group Insurance	34,680
Workers' Comp./Unemployment	3,560
Total Salary & Fringe Benefits	<u>150,050</u>
Fees	270
Administration Fee	7,500
Travel	
Officer Training	150
Other Rentals/Leases	
Office Supplies	
Operating Supplies	
Materials & Supplies	230
Officer Training Supplies	450
Uniforms	2,250
Property & Equipment	1,500
Communications Equipment	
Fuel	5,390
Automobile Capital Mileage	7,050
Automobile Maintenance & Repair	2,140
Total Estimated Cost	<u>176,980</u>
95% of Estimated Cost	<u>168,130</u>
Monthly Payment*	<u>24,020</u>

\*Payments are due by the 1st of the month in which services will be received.

\*\* Increase to two full time officers March 1, 2016, current contract in place for one

*All costs estimated in Exhibit A are subject to adjustment by the Fort Bend County Auditor in accordance with the terms of the executed Agreement. Actual cost of the contract will be reviewed at least semiannually and no more than quarterly, at the discretion of the Fort Bend County Auditor. The review and notice of payment changes shall be sent to the Association's contacts listed below:*

accounting@Ciaservices.com  
Email Address

Laura.tate@Ciaservices.com  
Email Address

Cinco Ranch II HOA  
Name

Laura Tate General Manager  
Name

LT  
LEA Initial

cat  
HOA Initial