

THE STATE OF TEXAS           §  
   §  
 COUNTY OF FORT BEND       §

**AGREEMENT FOR ADDITIONAL LAW ENFORCEMENT SERVICES  
 BETWEEN FORT BEND COUNTY AND  
 SIENNA PLANTATION RESIDENTIAL ASSOCIATION, 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 Sienna Plantation Residential Association, 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 ASSOCIATION, 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 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 Sienna Plantation Residential Association, 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, 2016** (or, if later, on the date signed by County) and expire on **September 30, 2017** 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, 301 Jackson Street, Suite 514, Richmond, TX 77469.
- 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

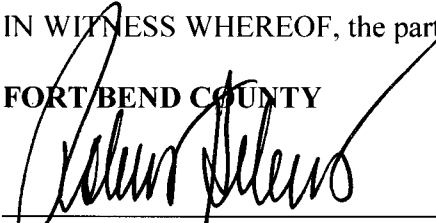


- B. Such approval must occur by the 30<sup>th</sup> day after the date this Agreement is received by the City.
- C. It is further understood and agreed to by the parties that, upon thirty (30) days written notice from the City to the County, this approval may be withdrawn and, thereby, this Agreement terminated.

**ARTICLE XV.  
EXECUTION**

IN WITNESS WHEREOF, the parties put their hands to this Agreement on the dates indicated below.

**FORT BEND COUNTY**

  
 \_\_\_\_\_  
 Robert E. Hebert, County Judge  
 Date: 10-25-16

Reviewed:  
  
 \_\_\_\_\_  
 Law Enforcement Official

ATTEST:

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



**SIENNA PLANTATION RESIDENTIAL ASSOCIATION, INC.**

By: Lisa Cox Lisa H. Cox  
 Title: Community Manager  
 Date: September 22, 2016

Approved as to form\*:

  
 \_\_\_\_\_  
 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 "A" – Cost Estimate Sheet**

I:/Agreements/2017/Contract Deputy/HOA (MTR/nm)

**Fort Bend County**  
**Sheriff Contract Deputy Budget Proposal**  
**Sienna Plantation Residential Assoc., Inc.**  
**For the 12 Month Period of**  
**October 1, 2016 through September 30, 2017**

<u>Description</u>	<u>Estimated Costs</u>
Salary (7) 40/80 Hour Deputy	353,510
Holiday	16,320
Overtime	9,460
2.00% Cost of Living	7,590
Certification	9,930
Longevity	2,670
FICA/Medicare	30,560
Retirement	47,740
Group Insurance	80,930
Workers' Comp./Unemployment	15,180
Total Salary & Fringe Benefits	573,890
Fees	2,280
Administration Fee	28,690
Travel	
Officer Training	700
Office Supplies	
Operating Supplies	
Materials & Supplies	530
Officer Training Supplies	1,050
Uniforms	5,250
Property & Equipment	
Communications Equipment/Service	3,190
Fuel	est miles 37,500
Automobile Capital Mileage	150000 63,160
Automobile Maintenance & Repair	17,850
Total Estimated Cost	734,090
95% of Estimated Cost	697,390
Monthly Payment*	58,120

\*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:*

sandyd@clubsienna.com  
 Email Address

Sandra K. Denton  
 Name

danai@clubsienna.com  
 Email Address

Dana L. Ippoliti  
 Name

\_\_\_\_\_  
 LEA Initial

LC  
 HOA Initial

EXHIBIT A



# CERTIFICATE OF INTERESTED PARTIES

FORM 1295

1 of 1

Complete Nos. 1 - 4 and 6 if there are interested parties.  
Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

## OFFICE USE ONLY CERTIFICATION OF FILING

**1 Name of business entity filing form, and the city, state and country of the business entity's place of business.**  
Sienna Plantation Residential Association, Inc.  
Missouri City, TX United States

**Certificate Number:**  
2016-118062

**Date Filed:**  
09/29/2016

**2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.**  
Fort Bend County Sheriff's Office

**Date Acknowledged:**  
10/26/2016

**3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.**  
CDSO-17SIENNA  
supplemental patrol service in the Sienna Plantation community

4	Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
			Controlling	Intermediary

**5 Check only if there is NO Interested Party.**

**6 AFFIDAVIT** I swear, or affirm, under penalty of perjury, that the above disclosure is true and correct.

\_\_\_\_\_  
Signature of authorized agent of contracting business entity

AFFIX NOTARY STAMP / SEAL ABOVE

Sworn to and subscribed before me, by the said \_\_\_\_\_, this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_, to certify which, witness my hand and seal of office.

\_\_\_\_\_  
Signature of officer administering oath      Printed name of officer administering oath      Title of officer administering oath