

MEMORANDUM OF AGREEMENT
Between the City of North Richland Hills and the Kaufman County District Attorney's Office
For Reimbursement of Overtime Salary Costs Associated with the
North Texas Anti-Gang Center Task Force

I. PURPOSE

This Memorandum of Agreement, hereinafter referred to as "MOA," is made this 1st day of June, 2025 between the City of North Richland Hills, Texas, hereinafter referred to as "NRH," and the Kaufman County District Attorney's Office, hereinafter referred to as "DAO" for the purpose of reimbursement of overtime salary costs directly related to work performed by the DAO officer(s) in providing resources to assist the North Texas Anti-Gang Center Task Force, hereinafter referred to as "TAG."

II. CONDITIONS AND PROCEDURES

- A. DAO will be responsible for making payments of overtime to its officer(s) during the period of assignment to TAG. Subject to availability of TAG funds and to the extent they are included in TAG's approved fiscal year budget, NRH will reimburse DAO for overtime payments made by DAO to its officer(s) assigned to TAG investigations/assignments, up to a maximum sum not to exceed \$4,921.20. Overtime costs will not include benefits such as paid annual leave, compensatory leave, sick leave, holiday leave or retirement. All reimbursable hours of overtime work covered under this MOA must be approved in writing by the TAG Administrator before payment will be made.
- B. DAO will submit all requests for reimbursable payments, together with the appropriate documentation as to time and activity reports, to the NRH Grant Specialist by the 10th day of each subsequent month that the agency is seeking reimbursement. DAO will submit the request for reimbursement via email to tbounds@nrhtx.com, unless NRH provides an alternative contact.
- C. Under no circumstances shall NRH be obligated to make payment of any obligation under this MOA from its general fund or any other fund of NRH, other than the grant funds specifically held by NRH in its role as the fiduciary for TAG.
- D. Circumstances of this MOA deem DAO to be a single source provider of the services for their employees covered under this agreement.

III. DURATION

The term of this MOA shall be effective from the date in paragraph one and will remain in effect until August 31, 2025. This MOA may be modified or terminated by either one of the parties upon thirty (30) days written notice. Billing for all outstanding obligations must be received by NRH within 60 days of the date of termination of this agreement. DAO may only receive reimbursement for obligations incurred by DAO during the term of this MOA.

IN WITNESS WHEREOF, the following authorized representatives execute this agreement:

City of North Richland Hills

BY: _____
Paulette Hartman, City Manager

Date: _____

Attest:

Alicia Richardson, City Secretary

Approved as to Form:

Bradley A. Anderle, City Attorney

Kaufman County District Attorney's Office

BY: _____

Name: Erleigh N. Wiley

Title: Criminal District Attorney

Date: 05-29-25