



CITY COUNCIL AGENDA ITEM BRIEFING SHEET

Meeting Date: August 12, 2025	Department: Police Department	Presented By: Chief Ray Lacy
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AGENDA ITEM

Interlocal Agreement for public safety communications services

BACKGROUND:

The City of Willow Park utilizes the dispatch services of the Parker County Sheriff's Office to provide 24-hour communications capability. This allows our citizens to call and request emergency services and for the City of Willow Park Police to have radio communications. Each year Parker County determines the fee for such service, which is effective October 1 of each year. The fee for October 1, 2025 to September 30, 2026 is \$107,908.15

The fee is billed quarterly at a payment of \$26,977.04

The attached Interlocal Cooperation Agreement must be approved and signed, then returned to the Parker County Sheriff's Office.

STAFF/BOARD/COMMISSION RECOMMENDATION:

Staff recommends approval of the ILA with Parker County.

EXHIBITS:

Interlocal Cooperation Agreement issued by Parker County

ADDITIONAL INFO:	FINANCIAL INFO:	
	Cost	\$107,908.15
	Source of Funding	General Budget

INTERLOCAL COOPERATION AGREEMENT BETWEEN COUNTY OF PARKER AND THE CITY OF WILLOW PARK, TEXAS

This Interlocal Cooperation Agreement ("Agreement") is entered into by and between the County of Parker ("COUNTY"), and the City of Willow Park, TX. ("CITY"); collectively the "PARTIES", both political subdivisions of the State of Texas.

WHEREAS, pursuant to Chapter 791, TEXAS GOVERNMENT CODE both Parties are authorized to enter into this Agreement;

WHEREAS, Commissioners Court of the COUNTY and the City Council of the CITY each find:

- A. This Agreement serves the common interest of both Parties;
- B. This Agreement will benefit the public;
- C. This Agreement provides for the performance of governmental functions which each Party is separately authorized to perform;
- D. The division of costs fairly compensates both Parties to this Agreement;
- E. The CITY and COUNTY have authorized their representative to sign this Agreement;
- F. This Agreement does not limit the City's authority to respond to any call for service or emergency that the City receives directly and not through county dispatch; and,
- G. All costs and expenses necessary and incident to this Agreement will be made from current revenues available to the Parties.

NOW THEREFORE, The Parties therefore agree as follows:

I. TERM

The effective date of this Agreement is the 1st day of October, 2025. The initial term of this Agreement shall be for a period of one (1) year and may be automatically renewed each year unless written notice to terminate or modify the terms of the Agreement is given prior to the Anniversary Date. This Agreement may be terminated, with or without cause, or modified, upon thirty (30) days written notice by either Party.

II. SCOPE OF SERVICES

COUNTY hereby agrees to provide CITY with law enforcement dispatch services through the Parker County Sheriff's Office on a 24-hour, 7 day a week basis to protect and defend public health and safety. When receiving any call for service for the Willow Park Police Department the Parker County Sheriff's Office will dispatch the substance of the call over the secure law enforcement radio channel to the "on duty" Willow Park officer.

III. COMPENSATION

In consideration for the services provided by COUNTY, CITY agrees to pay the below listed portion of minimum labor costs associated with the shared law enforcement dispatch console manned 24 hours a day, 7 days a week in the Sheriff's Office Communications Center. Total minimum labor costs of one shared Parker County Sheriff's Office (COUNTY) dispatch console, manned 24 hours a day, 7 days a week (168 hours) for budget year 2024-2025 are \$362,571.38. The actual costs are derived from the average cost of a dispatcher (salary plus benefits = \$86,326.52) and multiplying by four and two/tenths (4.2). The associated costs are subject to change due to annual raises or cost of living allowance increases. The CITY will be responsible for the costs associated with the equivalent of one and one half (1.5) dispatchers. The full cost increase to CITY will be implemented over a three (3) year period with incremental price increases based on the below listed percentages until reaching the end of the contract costs. After three (3) years the CITY's responsible costs will reach and remain at the costs associated with 1.5 dispatchers (FY 25-26/\$129,489.78). For Agreement Year 1 (fiscal year 2025-2026), the amount equivalent to 1.25 dispatchers will be billed. Subsequent year's billed amount will be based on the previous budget year costs and subject to employee raises and/or cost of living allowances, as provided by the COUNTY to the CITY utilizing the below listed percentages, (i.e. budget year 2025-2026 figures will be based on the COUNTY'S 2024-2025 labor costs). The COUNTY will provide the CITY with any proposed labor increases by April 1st of the current budget year. CITY's share for fiscal year 2025-2026 is One Hundred Seven Thousand Nine Hundred and Eight dollars and 15/100 cents (\$107,908.15) and made payable quarterly at (\$26,977.04).

FISCAL YEAR	COSTS-1 DISPATCHER	MULTIPLIER	AMOUNT OWED
2025-2026	\$86,326.52	1.25	\$ 107,908.15
2026-2027		1.375	
2027-2028		1.5	
SUBSEQUENT YRS.		1.5	

*Fiscal year 2025-2026 costs in the table above are based on current year ('24-'25) salaries and benefits.

This cost may be modified upon mutual written agreement of the Parties hereto. Should the CITY fail to appropriate the funds necessary to fund this agreement for any renewal year, this Agreement shall terminate at the end of quarter for which funding was tendered to the County.

Should the PARKER COUNTY Commissioner's Court fail to appropriate funds for that cost of complying with this Agreement for any renewal year, this agreement shall terminate at the end of the fiscal year funded by the County

IV. REPRESENTATION

To the extent allowed by law, COUNTY agrees to and accepts full responsibility for the acts, negligence, and/or omissions of all COUNTY employees and agents. CITY agrees to and accepts full responsibility for the acts, negligence, and/or omissions of all CITY employees and agents.

COUNTY understands and agrees that COUNTY, its employees, servants, agents and representatives shall at no time represent themselves to be employees, servants, agents and/or representatives of CITY.

CITY understands and agrees that CITY, its employees, servants, agents and/or representatives shall at no time represent themselves to be employees, servants, agents and/or representatives of COUNTY.

V. NOTICE

All notices, demands, requests or replies provided for or permitted by either Party must be in writing and may be delivered by: (1) by personal delivery; (2) by deposit with the United States Postal Services; (3) by deposit with an overnight express delivery service. Notice deposited with the United States Postal Services in the manner described above will be deemed effective two (2) business days after deposit with the United States Postal Service. Notice by overnight express delivery service will be deemed effective one (1) business day after transmission from the overnight express carrier.

All such communications must only be made to the following:

City Administrator
City of Willow Park
120 El Chico Trail, Suite A
Willow Park, TX 76087

County Judge
Parker County
One Courthouse Square
Weatherford, TX 76086

VI. TERMINATION

In the event of notice of termination, CITY shall be obligated to pay such payments as are required by this Agreement through the date of termination. COUNTY shall be obligated to provide services pursuant to this Agreement, through the date of termination.

VII. SOLE AGREEMENT

This Agreement represents the entire agreement between COUNTY and CITY and supersedes all prior negotiations, representations and/or agreements, either written or oral. This Agreement may be amended only by written instrument signed by the governing bodies of both COUNTY and CITY or those authorized to sign on behalf of those governing bodies.

VIII. VENUE

The validity of this Agreement and of any of its terms or provisions, as well as the rights and duties of the Parties hereto, shall be governed by the laws of the State of Texas. Further, this Agreement shall be performable in Parker County, Texas.

IX. SEVERANCE

In the event that any portion of this Agreement shall be found to be contrary to law, it is the intent of the Parties hereto that the remaining portions shall remain valid and in full force and effect to the extent possible.

X. THIRDPARTY

The Parties do not enter into this agreement to protect any specific third party. The intent of this agreement excludes the idea of a suit by a third-party beneficiary. The parties to this agreement do not consent to the waiver of sovereign immunity under Texas law to the extent any party may have immunity under Texas law.

XI. JOINT VENTURE & AGENCY

The relationship between the Parties to this Agreement does not create a partnership or joint venture between the parties. This Agreement does not appoint any Party as agent for the other party.

EXECUTED this ____ day of _____, 2025.

PAT DEEN
COUNTY JUDGE OF PARKER COUNTY

EXECUTED this ____ day of _____, 2025.

TERESA PALMER
MAYOR OF WILLOW PARK

APPROVED as to content:

RUSS AUTHIER
SHERIFF OF PARKER COUNTY