

RELOCATION EXPENSE AGREEMENT

THIS RELOCATION EXPENSE AGREEMENT (hereinafter referred to as "Agreement"), is by and between El Paso County, Texas, a political subdivision of the State of Texas (hereinafter referred to as "County"), and Catherine Raymaker Jones, Criminal Justice Director (hereinafter referred to as "Department Head").

TERMS OF AGREEMENT

Section 1- Amount of Reimbursement

The County agrees to pay the Department Head up to **TEN THOUSAND DOLLARS AND NO 100THS (\$10,000.00)** to directly pay on her behalf or reimburse her for the costs associated with her relocation to El Paso County. This money is to cover the cost of expenses associated with travel to secure housing, temporary lodging/housing, transportation for herself and any family members, moving personal vehicles, moving furniture, and other deductible moving expenses as allowed by the IRS. The Department Head shall be reimbursed upon production of receipts to document the expenditures or the County may directly pay invoiced eligible expenses.

Section 2- Repayment of Reimbursement/Agreement to Withhold Income

Should the Department Head voluntarily resign within two years of her employment with the County, she will return to the County a twenty-four month pro-rata share of any expenses it has paid to assist with her relocation. The Department Head agrees that any relocation expense reimbursement required by her may be withheld from her last compensation payment. The Department Head assumes all tax liability, if any, related to the relocation reimbursement.

Section 3- Effective Date and Expiration

The County's employment of Catherine Raymaker Jones as Criminal Justice Director shall begin on July 12, 2021. This Agreement shall be effective on July 12, 2021 (hereinafter the "Effective Date"), regardless of its date of execution and shall expire on the second anniversary of the Effective Date.

Section 4- No Employment Contract Established

This agreement does not establish an employment contract and only is for the reimbursement of relocation expenses provided by the County. The Department Head does not retain any right to reimbursement following her cessation of employment with the County. The Department Head expressly acknowledges that she remains an at-will employee of the County.

Signed this the ____ day of _____, 2021.

ATTEST:

THE COUNTY OF EL PASO

County Clerk Delia Briones

By_____
County Judge Ricardo Samaniego

Date:_____

CRIMINAL JUSTICE DIRECTOR

Catherine Raymaker Jones

Date:_____