



# COMMISSIONERS COURT CONTRACT FORM

## CONTRACT SUMMARY

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Approve and authorize the County Judge to sign the Relocation Expense Agreement with Criminal Justice Director Catherine Jones in an amount up to \$10,000. Funding is available in GF-CRMJUSTCOORD-SALARY-TEMP. (Contract No. 2022-0586)

### ADDITIONAL BACKGROUND:

Catherine R. Jones was hired on July 12, 2021, and relocated from Tallahassee, Florida, in order to fulfill the County's Criminal Justice Director position. As an incentive to attract and retain this new employee, Ms. Jones shall be reimbursed in the amount of \$10,000 for relocation expenses in accordance with the attached agreement. The HR Department is supportive of this request.

This agreement has been reviewed by the County Attorney's Office.

### FISCAL IMPACT:

Funding is available in the follow account from salary savings:

GF-CRMJUSTCOORD-SALARY-TEMP

COGF-1000-0000000-431-20-21006-0001-00000-510020-

COGF-1000-0000000-431-20-21006-0001-00000-510020-

GF-CRMJUSTCOORD-SALARY-TEMP

### PRIOR COURT ACTION:

N/A

### RECOMMENDATION:

Approve and authorize the County Judge to sign the Relocation Expense Agreement with Criminal Justice Director Catherine Jones in an amount up to \$10,000. Funding is available in GF-CRMJUSTCOORD-SALARY-TEMP. (Contract No. 2022-0586)

## BASIC CONTRACT DETAILS

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CONTRACT NO.: 2021-0586

CONTRACT TITLE: Relocation Expense Agreement / Criminal Justice Director / Jones, Catherine

SECOND PARTY: Catherine Raymaker Jones

CONTRACT TYPE: Services

## TERM AND BUDGET DETAILS

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TERM: 2 Years  
EXTENSION OPTIONS:  
EFFECTIVE DATE: 7/12/2021  
MOD EFFECTIVE DATE (If Applicable):  
EXPIRATION DATE: 07/12/2023  
MOD EXPIRATION DATE (If Applicable):  
EXTENSION DEADLINE DATE (If Applicable):  
AMOUNT: 10000.00  
MOD AMOUNT (If Applicable):

## **APPROVALS**

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### **COUNTY ATTORNEY APPROVAL**

The attached document has been given legal review by the El Paso County Attorney's Office on behalf of the County of El Paso, its officers, and employees. Said legal review should not be relied upon by any person or entity other than the County of El Paso, its officers, and employees.

COUNTY ATTORNEY: Evette Ugues  
LEGAL REVIEW: Approved as to Form as Submitted  
LEGAL REVIEW NOTES (If Applicable):  
DATE: 8/10/2021

### **DIRECTOR/DEPARTMENT HEAD APPROVAL**

The undersigned hereby certifies that he/she has read the contract, understands and approves the contract terms and conditions and further certifies that the contract conforms to the bid specification, if any, and acknowledges that he/she is responsible for administering all terms and conditions.

DIRECTOR/DEPARTMENT HEAD/DESIGNEE: Sam Trujillo  
DEPARTMENT CONTACT: Valeria Fernandez  
DEPARTMENT: Human Resources  
DATE: 08/11/2021