

**LOCAL ADMINISTRATIVE AGREEMENT
BETWEEN THE CONSTITUENT AGENCIES OF THE
TEXAS ANTI-GANG CENTER – NORTH TEXAS**

I. Introduction

Due to various factors, the region surrounding and including Dallas-Fort Worth (DFW), Texas is considered a primary center for gangs and other organizations engaged in serious criminal activity. Multiple law enforcement agencies at the federal, state, and local level have responsibility for the investigation and prosecution of these criminal organizations. Cooperation among these different law enforcement agencies in addressing the threat posed by criminal organizations furthers the ability of these agencies to fulfill their mission, which, consequently, furthers the public good. To enhance this cooperation, the agencies listed herein established the Texas Anti-Gang Center ("TAG CENTER"). The TAG CENTER is a state-of-the-art facility in which representatives from multiple law enforcement agencies collocate in order to more efficiently and effectively cooperate and collaborate on intelligence, investigatory, and operational activities related to combating the shared threat of criminal organizations operating in and affecting the region.

II. Purpose

- A. General Purpose. The purpose of this local administrative agreement ("Agreement") is to set forth the terms by which the agencies that are parties hereto agree to participate and maintain a joint physical presence at the TAG CENTER.
- B. No Creation of Legal Rights. This Agreement is an accord among the parties hereto and is not intended as, and should not be construed as, creating or conferring on any person or entity any right or benefit, substantive or procedural, enforceable at law or equity, against any agency that has a physical presence at the TAG CENTER or that otherwise is interacting with such agencies, or the officers, directors, employees, representatives, agents, detailees, contractors, successors, or assigns thereof.
- C. No New Legal Entity. As described herein, the TAG CENTER is established as a common physical environment to facilitate the effective and efficient cooperation and collaboration between multiple law enforcement agencies with respect to a common subject matter. The TAG CENTER is a shared project of the individual agencies maintaining a physical presence there, subject to the terms of this Agreement, and is not a separate or distinct legal entity-whether agency, office, component, corporation, or otherwise.

III. Mission Statement

The mission of the TAG CENTER is to further the ability of law enforcement agencies to identify, deter, disrupt, and dismantle criminal organizations operating in or affecting Dallas-Ft. Worth, Texas and the surrounding region by providing a common physical environment equipped with the most advanced technology in which multiple law enforcement agencies will be able to more efficiently and effectively cooperate and collaborate on intelligence, investigatory, and operational activities related to combating this shared threat.

IV. Structure

- A Voting Constituent Organization. Eligibility to establish a physical presence at the TAG

CENTER and to participate in its administration is restricted to those agencies that are designated as a "Constituent Organization" pursuant to the terms of this Agreement. The following agencies are hereby designated Constituent Organizations:

- (1) City of Arlington by and through its Police Department ("APD");
- (2) U.S. Department of Justice, Bureau of Alcohol, Tobacco, Firearms, and Explosives, Dallas Field Division ("ATF");
- (3) Dallas County District Attorney's Office ("DCDAO");
- (4) City of Dallas by and through its Police Department ("DPD");
- (5) U.S. Department of Justice, Drug Enforcement Administration, Dallas Division ("DEA");
- (6) U.S. Department of Justice, Federal Bureau of Investigation, Dallas Division ("FBI");
- (7) City of Fort Worth by and through its Police Department ("FWPD");
- (8) U.S. Department of Homeland Security, U.S. Immigration and Customs Enforcement, Homeland Security Investigations, Dallas Field Office ("HSI");
- (9) City of Irving by and through its Police Department ("IPD");
- (10) City of North Richland Hills by and through its Police Department ("NRHPD");
- (11) Tarrant County Criminal District Attorney's Office ("TCDAO")
- (12) Texas Department of Public Safety, Region 1 ("DPS")
- (13) Texas Alcoholic Beverage Commission ("TABC")
- (14) Tarrant County Sheriff's Office ("TCSO")
- (15) City of Denton by and through its Police Department ("Denton PD")
- (16) City of Plano by and through its Police Department ("PPD")
- (17) Kaufman County District Attorney's Office ("KCDAO")
- (18) City of Forney by and through its Police Department ("FPD")
- (19) Ellis County Sheriff's Office ("ECSO")
- (20) City of Mesquite by and through its Police Department ("MPD")
- (21) Balch Springs City Marshal's Office ("BSCMO")

Nothing in this Agreement, however, should be construed as limiting the authority of the Constituent Organizations, either individually or collectively, to work cooperatively with any entity that is not a Constituent Organization.

- B. Non-Voting Constituent Organization. A designated agency that meets the requirements below may participate in this Agreement as a Non-Voting Constituent Organization upon majority vote

and formal approval of the Executive Board. Such Non-Voting Constituent Organization shall not be authorized to establish a physical presence at the TAG CENTER, shall not be entitled to a place on the Executive Board, and shall not be entitled to vote on any matters that are administered under this Agreement, but shall be authorized to provide input to the Board on all matters that come before the Board as such agency deems necessary. Following approval by the Executive Board, such Non-Voting Constituent Organization shall execute this Agreement agreeing to abide by its applicable terms and conditions, and shall be eligible to benefit from the expenditure of TAG funds pursuant to this Agreement.

Requirements for a Non-Voting Constituent Organization:

- (1) Agency requests assistance from the TAG Center in addressing matters related to gang activity within its jurisdiction;
- (2) If the Non-Voting Constituent Organization is a city, the population of the city shall not exceed 250,000;
- (3) The annual expenditure for purchases on behalf of such agency from TAG Grant Funds under this Agreement shall not exceed \$20,000.

C. Fiduciary Agency. Resolution No. 2016-14 of the City Council of North Richland Hills designated the City of North Richland Hills, through the North Richland Hills Police Department, as the fiduciary and sponsoring agency for the TAG CENTER.

D. Governing Bodies. For purposes of this Agreement, the term "Governing Bodies" includes those bodies specified in this section or subsequently created pursuant to the terms of this Agreement that are vested with authority to take actions on behalf of the TAG CENTER.

- (1) Executive Board. Ultimate governance of the TAG CENTER is vested in an Executive Board ("Board") comprised of the principal of each of the Constituent Organizations, each having an equal vote on all matters before the Board. The Board has authority to take any action with respect to the TAG CENTER that is not inconsistent with this Agreement and applicable law.
- (2) Management Committee. General management of the TAG CENTER is vested in a Management Committee ("Committee"), which is subordinate to the Board. Each Constituent Organization shall appoint a senior manager from its respective staff to serve on the Committee. Each member of the Committee has an equal vote on all matters before the Committee. The Committee has authority to take any action with respect to the TAG CENTER that is not inconsistent with this Agreement, applicable law, and a decision of the Board. All decisions of the Committee are subject to discretionary review by the Board.
- (3) Informal Working Groups. To facilitate a productive and organized working environment, the Constituent Organizations may choose to form informal working groups to discuss issues of common interest. Informal working groups do not require the approval of a Governing Body to be formed, and shall not be considered a "Governing Body" for purposes of this Agreement. No informal working group, however, shall have authority to make a binding decision on behalf of the TAG CENTER. Informal working groups may make recommendations to a Governing Body, but any such recommendations will be considered only if the working group included representatives from each of the Constituent Organizations.

- (4) General Provisions. All Governing Bodies shall meet at least once every month, or if determined, as needed with the exception of the Board, which shall meet as needed. The minimum quorum for all Governing Bodies shall be three-fourths (3/4) of all members. All Governing Bodies shall strive in all cases to make any decisions through unanimous consensus, but may approve matters before it by a vote of two-thirds (2/3) of members present. An individual cannot vote by proxy through another agency, but may do so by designating a specific individual from their own agency to serve as a proxy for that member, so long as the designated proxy will have the same authority to act on behalf of the Constituent Organization as would the member.
- E. Administrator. Subject to the availability of funding, the TAG CENTER shall have an Administrator. The Administrator shall be responsible for ensuring the day- to-day functioning of the TAG CENTER, including overseeing facilities, equipment, and security. The Administrator also shall oversee all reporting in connection with grant awards. The Administrator shall perform any other duties assigned to it by the Board or the Committee. The Administrator shall not have any operational or command authority over any of the Constituent Organizations or any employee or contractor thereof. The Committee shall select or approve the selection of the Administrator and shall oversee the Administrator's performance.
- F. Agency Personnel. Each Constituent Organization shall be entitled to have employees or contractors from its respective staff working at the TAG CENTER in such numbers as are approved by the Committee. Individuals working at the TAG CENTER remain as employees or contractors of the sending organization, and subject to the sending organization's exclusive control. Any Constituent Organization may include among its allotment of personnel individuals who are employees or contractors of another governmental entity that is not a Constituent Organization if such individuals are, pursuant to a separate agreement and for purposes related to the mission of the TAG CENTER, contractually bound to the sending Constituent Organization or subject to the control of the sending Constituent Organization as part of a joint task force, multi-agency operational Unit, or separate agreement with another agency. In such cases, the sending Constituent Organization shall be responsible for any such individuals to the same extent as personnel of the sending Constituent Organization that are working at the TAG CENTER. Constituent Organizations shall not add any personnel to office or perform duties at the TAG CENTER which would cause that Organization to exceed its allotted number of personnel physically occupying the TAG CENTER, unless otherwise approved by the Board.

V. Commitments of the Constituent Organizations

Each Constituent Organization commits to further the mission of the TAG CENTER by acting with a general spirit of cooperation and collaboration with the other Constituent Organizations on matters related to the TAG CENTER, and specifically by:

- A. Identifying and pursuing opportunities to improve the sharing of information in its possession that is related to the mission of the TAG CENTER with other Constituent Organizations;
- B. Identifying and pursuing opportunities to collaborate with other Constituent Organizations on the gathering, analysis, and reporting of intelligence related to criminal

organizations operating in or affecting the region; and

- C. Identifying and pursuing opportunities to coordinate with other Constituent Organizations on the prioritization, planning, execution, and review of investigations and operational activities related to the mission of the TAG CENTER-with the goal of maximizing the disruption of activities that pose a danger to the public, ensuring the successful prosecution of those committing criminal offenses, and increasing intelligence on criminal organizations operating in or affecting the region.

VI. Activities

Notwithstanding any coordination or cooperation that may occur between the Constituent Organizations, any activity related to the mission of the TAG CENTER that is conducted by any of the Constituent Organizations, including any individuals working at the TAG CENTER, is performed exclusively pursuant to the respective Constituent Organization's independent authorities (including any separate agreements for creation of joint task forces or similar multi-agency operational units). This Agreement does not transfer or bestow any legal authorities to any individual or entity, provide for the deputization of any individual or entity, or establish any unified or shared chain-of-command. Nothing in this Agreement authorizes any Constituent Organization, or any group of Constituent Organizations, to require any other Constituent Organization to undertake any operational, investigatory, or intelligence-related activity. Nothing in this Agreement, however, should be construed as precluding any Constituent Organization from creating task forces or similar multi-agency operational units through separate agreement

VII. Information Management

- A. Further Dissemination of Information. Unless otherwise provided for by law or separate agreement, any information shared at or in connection with the TAG CENTER by any of the Constituent Organizations may not be further disseminated without the express consent of the Constituent Organization from which the information originated.
- B. Information_____Requests. Each Constituent Organization remains individually responsible for processing any external requests for information related to the TAG CENTER that is directed to it-whether such request is pursuant to federal or state open records or freedom of information laws, discovery in the context of legal proceedings, or otherwise. To the extent such requests encompass information that originated from another Constituent Organization, the Constituent Organization processing that request shall consult with the Constituent Organization from which the information originated prior to releasing the information. The Administrator shall be notified of all information requests related to the TAG CENTER that are received by any Constituent Organization.
- C. Media Communications. The Committee may designate one of the Constituent Organizations or a specific individual to serve as the primary media point-of- contact for the TAG CENTER. Such designations may be made on a case-by-case basis to correspond with specific activities. Any statements or releases of information to the media or responses to media inquiries on behalf of the TAG CENTER shall be made exclusively

by the Committee's designated point-of- contact, or, if none, by the NRHPD. Each Constituent Organization, however, independently may make a statement or release of information to the media or respond to media inquiries with respect to any activities of the respective organization that relate to the TAG CENTER.

VIII. Facilities, Equipment, and Supplies

- A. Use and Control. The Committee may specify terms or conditions regarding the use and disposition of any facilities, equipment, or supplies that are provided for common use by the Constituent Organizations at the TAG CENTER, subject, however, to any existing legal rights regarding the ownership or control of any such facilities, equipment, or supplies. Nothing in this Agreement authorizes any Constituent Organization to exercise any control over the property of another Constituent Organization without consent merely because such property is located at the TAG CENTER.
- B. Security of the TAG Facility. Due to the sensitive law enforcement work that is to be performed at the TAG CENTER, dissemination by the Constituent Organizations (including any employee or contractor thereof) of details regarding the TAG CENTER that could compromise the security of law enforcement personnel or law enforcement activity, including dissemination of the TAG CENTER's location, security features, and technological capabilities, should be limited to those individuals with a mission-related need to know. No Constituent Organization may allow the physical presence of any arrestees, suspects, informants, witnesses, or victims at the TAG CENTER. Procedures for guests etc. visiting the TAG Center will adhere to the same policies and procedures in effect for the Texoma High Intensity Drug Trafficking Area (HIDTA) office space.

IX. Funding

- A. TAG CENTER. Funding for the TAG CENTER and for the administration of this Agreement is to be provided by grant funds awarded to the NRHPD by the Office of the Governor of Texas Public Safety Office, Criminal Justice Division and Homeland Security Grants Division (“OOG”), or such other designated entity (“Grant Funds”). Except as otherwise provided in this Agreement, no Constituent Organization is obligated to provide funding in support of the TAG CENTER.
- B. Personnel, Activities, and Basic Equipment at the TAG Center. Individuals working at the TAG CENTER remain as employees or contractors of the sending organization, and, as such, the sending organization retains full responsibility for providing any compensation and benefits owed to its personnel for work performed in connection with the TAG CENTER. Each Constituent Organization shall bear its own costs in performing any activity related to the TAG CENTER, and will not seek reimbursement from any other Constituent Organization. Each Constituent Organization remains responsible for providing at its own cost any basic equipment or supplies to its personnel working at the TAG CENTER that are necessary for those individuals to perform their duties, to the extent such equipment or supplies are not otherwise provided.
- C. Compensation of Constituent Organization Employees. If authorized by the OOG, a Constituent Organization may use Grant Funds for the purpose of hiring or compensating its personnel who provide services related to this Agreement. If the TAG Grant Funds are used

to hire new personnel on or after the Effective Date of this Agreement, the respective Constituent Organization shall, upon approval of the Board, complete and execute the "Funding Agency Addendum" in the form of Addendum "A" to this Agreement, which shall be executed separately from this Agreement, be incorporated into this Agreement, and shall not require formal action by the remaining Constituent Organizations.

- D. Enhanced Security or Specialized Equipment. To the extent any Constituent Organization requires its allotted physical space at the TAG CENTER to be enhanced with additional security features or requires any specialized equipment or supplies beyond that which is provided to all Constituent Organizations, such enhancements or additional materials shall be provided at the sole cost of the organization requiring it.
- E. Compliance with Funding Terms. To the extent any rules or conditions applicable to an award of funds that are used to fund the TAG CENTER prohibit a Governing Body from acting directly on any matter, any such action may be performed on behalf of that Governing Body by the Constituent Organization that is the recipient of the funding award upon approval of the action by the Governing Body pursuant to the terms of this Agreement. Nothing in this paragraph, however, should be construed as prohibiting a Constituent Organization that is the recipient of a funding award from performing any action that is required pursuant to the rules or conditions applicable to that award, even in the absence of approval by a Governing Body.
- F. Expenditure of Grant Funds. NRHPD, in consultation with its Finance Department, shall determine the procedures for expenditure of all Grant Funds under this Agreement, adhering to the Governmental Accounting Standards Board policies and procedures for local government financial activities and the policies and procedures set forth by the Office of the Governor of Texas Public Safety Office, Criminal Justice Division and Homeland Security Grants Division for expenditure of Grant Funds. Receipt of Grant Funds shall be verified in writing by the Constituent Organization or the Non-Voting Constituent Organization upon receipt.
- G. Purchases on behalf of a Constituent Organization or Non-Voting Constituent Organization. NRHPD is authorized to purchase products, equipment or property (collectively "Asset(s)") on behalf of the other Constituent Organizations or Non-Voting Constituent Organizations when such funds are authorized by the OOG. In the event NRH purchases an Asset for the benefit of all TAG Constituent Organizations and Non-Voting Constituent Organizations, ownership of the Asset shall remain with NRH for the benefit of all parties. If NRH purchases an Asset that will be used exclusively by a designated Constituent Organization or Non-Voting Constituent Organization, such Asset shall be transferred to the respective Constituent Organization or Non-Voting Constituent Organization within thirty (30) days of receipt of the Asset(s) by NRHPD. Ownership of such Asset(s) shall be transferred to the Constituent Organization or Non-Voting Constituent Organization by completion and execution of the "Regional Asset Transfer Agreement" in the form attached hereto as Addendum "B," which shall be executed separately from this Agreement, be incorporated into this Agreement, and shall not require formal action by the remaining Constituent Organizations.

X. Liability and Indemnification

Each Constituent Organization is responsible for its own actions, including that of its personnel, that are performed in connection with the TAG CENTER. Any liability arising from the actions of a Constituent Organization shall be borne solely by the organization that performed the action creating

the liability or omitted to perform the action when such omission is the basis of alleged liability. Any individual requesting indemnification for activity performed in connection with the TAG CENTER may seek such indemnification only from the Constituent Organization for whom that individual is an employee or contractor, pursuant to that organization's policies and procedures. There is no common pecuniary interest among the constituent members, but only a desire to collaborate and cooperate in non-pecuniary law enforcement activities to prevent and solve crime.

XI. Lead Organization

Any administrative actions that must be performed on behalf of the TAG CENTER and that are not clearly the responsibility of any individual Constituent Organization and cannot be performed by the Administrator shall be, unless otherwise provided by the Committee, the responsibility of the NRHPD as the initial grant recipient.

XII. Effective Date

This Agreement shall take effect upon execution by each of the Constituent Organizations. This Agreement, and any amendment or addendum hereto, may be executed in multiple counterparts and electronically signed, scanned, digitally signed and sent via electronic mail and such signatures shall have the same effect as original manual signatures.

XIII. Amendments and Termination

Except as specifically provided herein, any amendments to this Agreement must be in writing and signed by all Constituent Organizations. The Administrator shall have the duty and responsibility to provide a copy of any executed amendment or addendum to each Constituent Organization and each Non-Voting Constituent Organization for their records within fifteen (15) days of execution of the same. This Agreement shall continue in effect until its expiration as set forth in Section XV, unless terminated in writing signed by all Constituent Organizations, upon dissolution of the TAG CENTER.

XIV. Addition to and Withdrawal from the TAG CENTER

- A. Additions. Additional agencies may be invited to become a Constituent Organization or a Non-Voting Constituent Organization of the TAG CENTER. Any additions to the list of Constituent Organizations or Non-Voting Constituent Organizations provided herein may occur upon approval by formal action and majority vote of the Board and by a written addendum to this Agreement in the form of "Addendum C" attached hereto, signed by the joining organization. Such addendum shall be attached hereto, and automatically made a part of this Agreement, with the first additional joining agency addendum to be executed and titled "Addendum C-1," with each additional joining agency addendum to be titled "Addendum C-2," "Addendum C-3," and so forth. In the event any additional agencies agree to become a Constituent Organization or Non-Voting Constituent Organization of the TAG CENTER, the joining organization shall be considered a Constituent Organization or a Non-Voting Constituent Organization for purposes of this Agreement, any reference to "Constituent Organizations" or "Non-Voting Constituent Organization" in this Agreement shall be construed as including the joining organization, and any policies or procedures previously adopted and applicable to all Constituent Organizations or all Non-Voting Constituent Organizations shall be equally applicable to the joining organization.

- B. Withdrawal. Any Constituent Organizations or Non-Voting Constituent Organization may withdraw from the TAG CENTER upon thirty (30) days written notice to the Board. Upon the effective date of the withdrawal, the withdrawing organization shall no longer be considered a Constituent Organization or Non-Voting Constituent Organization respectively, for purposes of this Agreement, and any reference to "Constituent Organizations" or "Non-Voting Constituent Organizations" in this Agreement shall be construed as not including the withdrawn organization. Any withdrawing organization also shall return or surrender to the TAG CENTER any TAG CENTER-provided equipment or supplies upon the effective date of the withdrawal.

XV. Duration of the TAG CENTER

The TAG CENTER shall continue in effect until September 30, 2026, unless extended by written agreement of the Constituent Organizations through a separate renewal. **THE DEADLINE FOR EXPENDITURE OF ALL GRANT FUNDS IS THE LAST DAY OF THE THEN CURRENT GRANT YEAR FOR WHICH THE AGREEMENT IS IN EFFECT.**

THIS AGREEMENT SHALL TAKE EFFECT UPON EXECUTION OF EACH PARTY.

EXECUTED this ____ day of _____, 2025.

NORTH RICHLAND HILLS POLICE DEPARTMENT

By _____
Signature

Printed Name

Title

Date _____

ATTEST:

By _____
Alicia Richardson, City Secretary/
Chief Governance Officer

Date _____

APPROVED AS TO FORM AND LEGALITY:

By _____
Bradley Anderle, City Attorney

Date _____

EXECUTED this ____ day of _____, 2025.

ARLINGTON POLICE DEPARTMENT

By _____
Signature

Printed Name

Title

Date _____

EXECUTED this ____ day of _____, 2025.

**U.S. DEPARTMENT OF JUSTICE, BUREAU OF ALCOHOL, TOBACCO, FIREARMS, AND
EXPLOSIVES, DALLAS FIELD DIVISION**

By _____
Signature

Printed Name

Title

Date _____

EXECUTED this ____ day of _____, 2025.

DALLAS COUNTY DISTRICT ATTORNEY'S OFFICE

By _____
Signature

Printed Name

Title

Date _____

EXECUTED this ____ day of _____, 2025.

DALLAS POLICE DEPARTMENT

By _____
Signature

Printed Name

Title

Date _____

EXECUTED this ____ day of _____, 2025.

**U.S. DEPARTMENT OF JUSTICE, DRUG ENFORCEMENT ADMINISTRATION, DALLAS
DIVISION**

By _____
Signature

Printed Name

Title

Date _____

EXECUTED this ____ day of _____, 2025.

U.S. DEPARTMENT OF JUSTICE, FEDERAL BUREAU OF INVESTIGATION, DALLAS DIVISION

By _____
Signature

Printed Name

Title

Date _____

EXECUTED this ____ day of _____, 2025.

FORT WORTH POLICE DEPARTMENT

By _____
Signature

Printed Name

Title

Date _____

EXECUTED this ____ day of _____, 2025.

**U.S. DEPARTMENT OF HOMELAND SECURITY, U.S. IMMIGRATION AND CUSTOMS
ENFORCEMENT, HOMELAND SECURITY INVESTIGATIONS, DALLAS FIELD OFFICE**

By _____
Signature

Printed Name

Title

Date _____

EXECUTED this ____ day of _____, 2025.

IRVING POLICE DEPARTMENT

By _____
Signature

Printed Name

Title

Date _____

EXECUTED this ____ day of _____, 2025.

TARRANT COUNTY CRIMINAL DISTRICT ATTORNEY'S OFFICE

By _____
Signature

Printed Name

Title

Date _____

EXECUTED this ____ day of _____, 2025.

TEXAS DEPARTMENT OF PUBLIC SAFETY, REGION 1

By _____
Signature

Printed Name

Title

Date _____

EXECUTED this ____ day of _____, 2025.

TEXAS ALCOHOLIC BEVERAGE COMMISSION

By _____
Signature

Printed Name

Title

Date _____

EXECUTED this ____ day of _____, 2025.

TARRANT COUNTY SHERRIFF'S OFFICE

By _____
Signature

Printed Name

Title

Date _____

EXECUTED this ____ day of _____, 2025.

DENTON POLICE DEPARTMENT

By _____
Signature

Printed Name

Title

Date _____

EXECUTED this ____ day of _____, 2025.

PLANO POLICE DEPARTMENT

By _____
Signature

Printed Name

Title

Date _____

EXECUTED this ____ day of _____, 2025.

KAUFMAN COUNTY DISTRICT ATTORNEY'S OFFICE

By _____
Signature

Printed Name

Title

Date _____

EXECUTED this ____ day of _____, 2025.

FORNEY POLICE DEPARTMENT

By _____
Signature

Printed Name

Title

Date _____

EXECUTED this _____ day of _____, 2025

ELLIS COUNTY SHERIFF'S OFFICE

By _____
Signature

Printed Name

Title

Date _____

EXECUTED this _____ day of _____, 2025

MESQUITE POLICE DEPARTMENT

By _____
Signature

Printed Name

Title

Date _____

EXECUTED this _____ day of _____, 2025

BALCH SPRINGS CITY MARSHAL'S OFFICE

By _____

Signature

Printed Name

Title

Date _____