

State of Texas	§	Court Order
Collin County	§	2019-903-10-07
Commissioners Court	§	

On Monday, August 12, 2019, Tuesday, August 13, 2019 and Wednesday, August 14, 2019, the Commissioners Court of Collin County, Texas, met in a Special Session Workshop in the Commissioners Courtroom, Jack Hatchell Collin County Administration Building, 4th Floor, 2300 Bloomdale Road, City of McKinney, Texas, with the following members present, and participating, to wit:

Judge Chris Hill
Commissioner Susan Fletcher, Precinct 1
Commissioner Cheryl Williams, Precinct 2
Commissioner Darrell Hale, Precinct 3
Commissioner Duncan Webb, Precinct 4

1. Judge Hill called to order the meeting of the **Collin County Commissioners Court Budget Workshop Special Session** at 2:05 p.m.

2. **Public Comments.**

Monday, August 12, 2019 at 2:05 p.m.

1. **Overview of Budget Workshop Agenda**

Monika Arris, Budget, presented an overview of the FY2020 Budget Workshop Agenda.

2. **AI-46882 Recommended Budget Overview**

a. **General Fund**

b. **Road & Bridge Fund**

c. **Operating Funds**

d. **Health Care Trust**

e. **Total Combined Budget**

f. Permanent Improvement Fund – FY 2020 Recommended Projects

Ms. Arris stated the General Fund recommended budget for FY2020 is \$207.8 million and the estimated revenue is \$207.8 million utilizing the total effective tax rate. The total revenue is estimated to have an increase of between 2.4%-2.5%, and the total expenditures are estimated to decrease by 0.5%. The Road & Bridge Fund has not received tax dollars since FY2017, and its budget for FY2020 is \$25.1 million and estimated revenues are \$23.1 million.

The Permanent Improvement Fund is used for large projects, and this fund has run out of fund balance so the Court will need to allocate fund balance. Ms. Arris said anything added to this fund will require additional tax dollars. The Permanent Improvement Fund adopted budget for FY2020 is \$2.2 million and the revenue is also set at \$2.2 million to balance this budget. Ms. Arris said the Operating Funds budget for FY2020 is \$235.2 million and the estimated revenues are \$233.2 million.

The Required Debt Payment increased by \$30.4 million over FY2019's required amount. The FY2020 recommended payment is \$76.5 million requiring a tax rate of \$0.052. The Health Care recommended budget for FY2020 is \$4.7 million and the revenue estimate is \$3.2 million. The FY2020 recommended total combined budget is \$368.0 million and the total estimated revenues are \$366.1 million. This total combined budget is a decrease of 2.7% over last year. Ms. Arris said there was a decrease of \$26.9 million from FY2019 one-time expenditures. In FY2020, there will be an increase of \$16.8 million for department improvements, \$1.8 million for new positions, and \$6.4 million for existing personnel. Ms. Arris gave a brief review of FY2020 department improvements and new positions as well as position changes. The FY2020 budget includes 24 permanent improvement projects. (Time: 2:24 p.m.)

3. Outside Agencies

Cathy Dunkel, Director of the Lois Nelson Library in Princeton, and Rachel Orozco, Director of the Smith Public Library in Wylie, came forward and thanked the Court for their support. They are requesting \$85,850 for their budget which serves the libraries of Celina, Farmersville, Princeton and Wylie. (Time: 2:29 p.m.)

Randy Routon, Ph.D. CEO of LifePath Systems, came forward and thanked the Court for its ongoing support. Dr. Routon said 18 of the 20 targets proposed for performance have been met and the other two are almost complete with a just over a month left in the year. LifePath has served 12,800 people that are enrolled in services and 95% of them are Collin County residents. The county's investment in LifePath's program generated another \$38 million dollars in federal, state and local funds. Dr. Routon gave a review of several initiatives taken to help reduce the number of people in jail who are suffering from mental illnesses.

Dr. Routon gave the Court a list of resources and grants that have been used to fund LifePath services. Commissioner Webb asked if the funds necessary to meet the County's responsibilities under the new legislation

have been included in this budget. Dr. Routon said those assessments were not included in the budget. (Time: 2:39 p.m.)

Trent Marker, Game Warden, came forward to address the Court. There are three game wardens assigned to Collin County. They conserve natural resources, fight poaching, educate and offer public programs, and also serve the County as peace officers. The budget requested is for equipment that will help them better serve the citizens of Collin County. Mr. Marker gave a lengthy description of the services the Game Wardens provide to Collin County. Commissioner Webb said the items listed seem to be basic, and why does the state not fund these items. Mr. Marker said Texas Parks and Wildlife Department is the parent agency, and at the end of the year there might be funding for patrol, but typically the wardens go without these items. There are 550 game wardens in Texas, and if the State funded these items, they would have to provide them to all 550 game wardens. (Time: 2:58 p.m.)

Judge Hill recessed the meeting of the Budget Workshop Special Session at 2:59 p.m. until 9:00 a.m. on Tuesday, August 13, 2019.

Tuesday, August 13, 2019 at 9:00 a.m. – Friday, August 16, 2019 at 9:00 a.m. (if needed).

Judge Hill reconvened the meeting of the Budget Workshop Special Session at 9:00 a.m. on Tuesday, August 13, 2019 to hear Elected Officials and Department Heads who wished to address the Court.

4. Items for Court Consideration

a. Elected Officials / Department Heads Who Wish to Address the Court

Stacey Kemp, County Clerk, came forward to address the Court. Ms. Kemp said the State implemented a new system called TxEver, and it is not compliant with the system in place now. As a result, the clerks have to print each birth and death record, label, scan, and index it into the system. This process has caused delays in the time it takes to complete each task. In addition, the Real ID Act has caused an influx of people who need birth certificates. They have cross-trained the Land Department with the Vitals Department to alleviate some of the burden, but it has now put the Land Department behind as well. Ms. Kemp is asking the Court for their support in approving the addition of two Vitals Clerks. The Vitals Department has not had a new position added since before FY2002. A discussion ensued. Commissioner Fletcher asked for this item to be added to the add/delete list for further discussion. (Time 9:19 a.m.)

Judge Hill said Judge Benjamin Smith, 380th District Court, was not available, and Judge Hill did not inquire if any of Judge Smith's colleagues would attend to speak on their issues. Judge Hill said, once the Elected Officials meeting concludes, an open discussion will begin and any issues can be discussed at that time. (Time 9:20 a.m.)

Lynne Finley, District Clerk, came forward to address the Court. Ms. Finley said the District Clerk's Office had not requested new staff. However, now there are two new district courts and a magistration function added without staff additions to her office.

Commissioner Fletcher said she was able to observe magistration, and the employee had a lot of work and was constantly busy. The Commissioner would like know if the staffing is available on the busier days and how the numbers fluctuate. Ms. Finley said there are three clerks, but the number of people being processed is up to thirty or more. The clerks function on a ten-hour day, and it takes two clerks for the magistration process. A brief discussion ensued about the magistration process.

Monika Arris, Budget, said there will be a discussion topic to add at least one part-time magistrate clerk. Ms. Finley is asking the Court to approve four Clerk II positions for the new District Courts. Ms. Finley explained she is not asking for a position for magistration as long as the District Clerks are not overburdened with the new courts. If both positions are put on the District Clerks with no additional support, it will be difficult to support other areas. Judge Hill asked Ms. Arris to explain why it has not been recommended to add new District Clerks for the two new courts. Ms. Arris said since the closing of the McKinney Passport Office the workload from passports has been taken from the clerks. There were five Passport Clerks and from those four were re-tasked to the new courts. A discussion ensued about the duties of the clerks and how to staff for those duties. (Time 9:53 a.m.)

Judge Chuck Ruckel, Justice of the Peace (JP), Precinct 3-1, came forward to request a second Legal Clerk I position. One position was recommended, but Judge Ruckel is asking for two. The Judge presented a set of charts showing increasing growth patterns of cases in the JP courts. Based on the data from the first six months in FY2019, there are approximately 1,500-2,000 cases per clerk. Judge Ruckel said this range is the maximum amount of cases per clerk without suffering a loss of time. There have been innovative solutions put in place to help move cases quicker. The Court will also be participating with the state in a beta site test for online dispute mediation. Judge Ruckel said the clerks are at over 3,000 cases each, and based on historical data, the cases per clerk will increase. The addition of one clerk will be helpful, but it will not solve the problem. Commissioner Webb said he would like to add a new clerk to the JP 3-1 Court and remove one clerk from the JP 4 Court to the add/delete list. (Time 10:10 a.m.)

Judge Mike Missildine, Justice of the Peace, Precinct 3-2, came forward to speak on his request for training money and a Clerk I position. In FY2017, a clerk was taken from the JP 3-2 Court for magistration. The Judge said he has done extensive research in order to increase efficiency. The Judge presented data showing the total number of new cases has increased by 19% from FY2017. Commissioner Webb referred back to Judge Ruckel's chart and said it actually shows a material decrease in criminal cases and civil cases from FY2018 to FY2019. Judge Missildine responded that he is using the data directly from Odyssey. Judge Ruckel informed the Court that his numbers are directly from the OCA (Office of Court Administration) website. Judge Missildine said the data from OCA is not

accurate for determining personnel because those numbers do not capture every case. There are cases not included in OCA that go through the JP Court and impact the work load.

Judge Missildine said the two current clerks are close to being maxed out in PTO (Paid Time Off) and their compensatory time is extremely high. The processing of civil cases is running four to six weeks behind. Judge Missildine spoke on the trends from the previous five years and reviewed the increasing caseloads for the JP Courts. The Judge gave a brief review of the structure of his staff. A lengthy discussion ensued. Commissioner Webb said the numbers comparing JP 3-1 to JP 3-2 show double the caseload for JP 3-1. (Time 10:39 p.m.)

Judge Hill recessed the Budget Workshop Special Session at 10:40 a.m. and reconvened the meeting at 10:55 a.m.

Jim Skinner, Sheriff, came forward to address the Court. The Sheriff thanked the Court for their assistance in last year's budget and said the funds were put to good use. The long-term plans that were tied to those funds are coming together and the SO (Sheriff's Office) is on track with many of their long-range plans. The patrolling organization plan has been able to lower all priority general response time from 21 minutes to 9 ½ minutes. The funds received for training have been used to help professionalize the deputies and the administrative staff. The Patrol Department has been moved to 12-hour shifts which has had a significant impact on overtime and operations. The Sheriff hopes to move the Detention Center to 12-hour shifts as well. This year the SO has served 5,713 warrants and arrested over 100 individuals for online solicitation of a minor or possession of child pornography. There has been over 3,000 pounds of narcotics and controlled substances seized. The SO has also been able to use asset forfeiture funds to purchase the entire operations section new outer shell body armor.

Sheriff Skinner said he would like to discuss the budget in regards to making accurate predictions. The topics include main jail overtime, eight unfunded positions in booking, out-of-county housing, GPS monitoring, inmate transfer, and an issue with the reordering of patrol vehicles. The overtime in the jail has cost over a million dollars in FY2017 and FY2018 and is on track to be over a million dollars this year. There are many reasons for the overtime, and historically understaffing is one of the reasons. In June, a staffing analysis was received from the Texas Commission on Jail Standards stating the jail is short 20 staff members. The Sheriff said in FY2017, when cluster four was complete, the Court staffed two of the pods. Since then, the numbers have not been adjusted. There were only 22 employees assigned to the cluster when it takes 46 people to run a cluster. The jail population is now completely full resulting in having to house inmates elsewhere. There was a brief discussion on overtime and PTO.

The Sheriff said there are four Sergeant Positions that are funded but eight of the Detention Officers are not. These are positions that are used in booking. The Booking Department was designed to handle 43 people but it is not unusual to have 100 people in booking on the weekends. The addition of the four Sergeants and eight Detention Officers in booking has made a tremendous difference in their ability to handle the high volume of people in booking.

Sheriff Skinner said the recommended cost for out-of-county housing in Wise County is \$241,920 covering 20 inmates for 216 days and \$408,800 if 365 days are considered. The Court needs to take into consideration that only 3% of the general purpose beds are open. The number of open beds depends on the number of arrests, the charges, magistration and PTR (Pre-Trial Release). The Sheriff explained that these are concerns that need to be addressed by prosecutors, judges and magistrates. The jail is at capacity, and if the numbers continue to increase, there will be more inmates transported out of the county.

The Sheriff said \$203,608 has been recommended for the GPS monitoring budget and the contract is being rebid. The Sheriff said the GPS monitoring fee is less expensive than the cost of housing an inmate out of county. The inmate transfer numbers increased significantly because of the new contract costing additional money. This number is also one that cannot be predicted because there are many variables. The Sheriff explained some of the strategies currently in place to help avoid the higher costs of transferring inmates.

There are several concerns for the future because of the rate of expansion, and the Sheriff asked the Court to consider the purchase of three trucks at \$11,000 each. A discussion ensued on the housing issue at the jail and the many factors that impact housing. Commissioner Williams said she would like to add the \$33,000 for the three pick-up trucks to the add/delete list. Three of the eight SUV vehicles would be changed to trucks. Commissioner Williams also wants to add \$166,880 in order to cover 365 days of out-of-county housing 20 inmates.

Ms. Arris said she has 80-hour pay periods in the budget and asked if the Sheriff is considering 84-hour pay periods. The Sheriff said not now, but in the future the Court needs to discuss changing to the 84-hour pay period. A lengthy conversation ensued.

Commissioner Webb said approximately half a million dollars are spent each year in the Fusion Center, and it is not a core function of the SO. The Commissioner said closing the Fusion Center may need to be considered. The Sheriff said the Fusion Center has been instrumental in solving major crimes, and he would like to prepare information for the Court about the Fusion Center before it seriously considers removing it. Commissioner Webb is interested in knowing if other entities contribute to the Fusion Center or if it is only being used by Collin County. There was a brief discussion about the Fusion Center and the functions of other entities involved in the center. (Time 11:55 a.m.)

Judge Hill called forward John Stafford, Plano, for a public comment. Mr. Stafford said he worked as a police officer in Washington, D.C. and is wondering how the SO would be able to get proper staffing when they change to a 12-hour shift. Mr. Stafford would also like to know if changing to an 84-hour work week would be in accord with federal overtime laws. (Time 11: 56 a.m.)

Judge Hill recessed the Budget Workshop Special Session at 11:56 a.m. and reconvened the meeting at 1:04 p.m. Judge Hill recessed the meeting into Executive Session at 1:05 p.m. to discuss jail security and safety under Section 551.076

Judge Hill reconvened the Budget Workshop Special Session at 2:18 p.m. No action was taken in Executive Session and open session resumed.

Dan Powers, Chief Operating Officer, CAC (Children's Advocacy Center), came forward to address the Court. Mr. Powers said the CAC brings together all of the professionals in the county that deal with child abuse including the SO and DA (District Attorney). Although it is a non-profit organization, the center provides essential services to county agencies. They provide fact finding forensic interviews and therapy to child victims of abuse. National statistics show that children who don't receive therapy are 67% more likely be part of the juvenile justice system.

Mr. Powers said their major challenge is the growth of the county and the rise in numbers. In response to the growth, there will be a new facility built in Collin County. For the past four to five years, they have received an average of \$52,000 a year through the Electric Co-Op Program. They are unable to budget that money because when or how much will be granted is unknown. Mr. Powers asked the Court to place \$50,000 in the budget each year for the Children's Advocacy Center to ensure they are able to count that money.

Jebb Sheimer, CAC Board Member, said the agency is fully funded from grants and donations. This request is to have a budgeted item they can count on year over year. This would also show the county's commitment to the Children's Advocacy Center of Collin County in a public fashion. Judge Hill asked if the county was to fund a certain amount for this cause out of the general funds, could it be paid back once the special fund is received from the state. Monika Arris, Budget, said it would not be possible to do that, and the money would have to be paid to CAC. Commissioner Webb said the money could be kept and then used the following year. (Time 2:39 p.m.)

Judge Hill said the SO has been offering recruiting bonuses to current staff who recruit friends to join the SO. The Sheriff said this strategy has proven to be helpful. Judge Hill said he would like to discuss putting aside funding for recruiting bonuses in the SO. A lengthy conversation ensued. Commissioner Hale said it would be easier to add a policy adjustment to the GEM (Going an Extra Mile) award. This would allow for it to be a part of an established program, and it would not impact the budget. Judge Hill asked for the concept of a hiring bonus to be added to the add/delete list in the amount of \$50,000. The Court discussed the requirements that would have to be met prior to receiving any recruiting bonus.

Commissioner Webb said he would like to add the 16 part-time positions for the SO to the add/delete list. (Time 2:43 p.m.)

Judge Mike Yarbrough, Justice of the Peace (JP), Precinct 4, came forward to address the Court. The Judge said the OCA (Office of Court Administration) reports for this year show the civil filings are up 30% and the criminal filings are up 14%. For all the Justice Courts, the jurisdictional limit will be raised \$20,000 in September 2020. The Judge said it is not good timing to take a clerk away given the increase in filings. The last time the jurisdictional limit was raised from \$5,000 to \$10,000 the filings went up by 30%-40%. Judge Hill reviewed the number of cases filed in each of the JP Courts and how many cases it gives each clerk. Based on that data, JP Court 4 has the lowest amount of cases per clerk when compared to the other JP Courts. Judge Yarbrough said he doesn't understand why a clerk would be taken from his court and given to a court that is going to be abolished. Judge Hill said the courts will be combined and not abolished. (Time 2:50 p.m.)

Commissioner Williams said there was a recommendation to add a Deputy Constable to JP 1 and JP 4. The Commissioner said it has come to her attention that Constable 4 has a fugitive apprehension unit. Based on this information, Commissioner Williams is not sure why an additional constable would be needed. The Commissioner is concerned about adding additional staff when resources are being used outside required core functions. The Constables have assured the Court that they confine themselves to serving papers and being bailiffs. Commissioner Fletcher said the fugitive apprehension unit is being staffed with reserves. Commissioner Williams asked for the request for the Deputy Constables for precincts 1 and 4 to be added to the add/delete list. (Time 2:53 p.m.)

b. Other items for Court Consideration.

1. AI-47084 FY2019 Budget Amendment in the amount of \$1,500,000 for employee insurance, Human Resources.

Monika Arris, Budget, presented a list of FY2020 requests that are being funded in FY2019. One of the items is the increase in the amount of the employee medical contribution for the FY2020 budget. Ms. Arris asked the Court to authorize the budget amendment in the amount of \$1.5 million out of the non-departmental fund. Judge Hill asked if this amendment would have a budget impact on FY2020. Ms. Arris said it would not. Currently the county contributes \$1,100 per employee per month into the employee insurance fund. For the FY2020 recommended budget the county will contribute \$1,200 per employee per month. The \$1.5 million dollars will be from the FY2019 budget. Judge Hill asked for any further comments. Hearing none, a motion was made to approve this item. (Time 2:55 p.m.)

Motion by: Judge Chris Hill

Second by: Commissioner Susan Fletcher

Vote: 5 – 0 Passed

COURT ORDER NO. 2019-648-08-13

Ms. Arris presented three items that are critical and on the agenda for August 19, 2019. The items have been removed from the FY2020 budget and will be funded from the FY2019 budget. The items are the IT EOL-EOS Blade-Chassis replacement, IT EOL-EOS Firewall replacement, and the IT SQL Cluster Node 3 EOL for a total of approximately \$2 million. Ms. Arris said there are \$2.8 million dollars in funds carried over every year from the Paxton case. One option is to use those funds to re-do the A/V system in the courthouse. Bill Bilyeu, County Administrator, said the funds could be transferred for another use.

Commissioner Williams asked how many of the courtrooms could be expected to be done in a fiscal year. Caren Skipworth, CIO, said they would have to be done in multiple fiscal years because the judges would have to be moved to another courtroom for a period of time as they implement the overhaul. Ms. Arris said the amount would need to be budgeted in order to enter it into the contract. A lengthy discussion ensued about how the money could be dispersed and ways to accommodate the length of time it would take to implement.

Judge Hill said half of the courtrooms could be done as well as the Avamar and still have remaining litigation funds. Commissioner Hale suggested doing a budget amendment to have the dollars advance by a couple of months and buy more time to decide which solution is better. Ms. Skipworth said that capacity would be an issue if it is delayed for too long. There was a discussion on the capacity of moving on with the RFP (Request of Price).

Judge Hill recessed the Commissioners Court Budget Workshop at 3:10 p.m. into Executive Session to discuss security measures, security cameras and information technology security measures. Judge Hill reconvened the Commissioners Court Budget Workshop at 3:40 p.m. and said no action was taken in Executive Session.

2. AI-47085 FY2019 Budget amendment in the amount of \$2,395,000 for IT Endpoint Detection and Response (\$221,460), IT Elastic (\$149,040), IT Avamar (\$525,000), and A/V Courthouse Refresh (\$1,500,000)

Judge Hill asked if the litigation funds could be utilized in FY2019 for nonrecurring items like the Elastic Search Environment and Endpoint Detection and Response Security Tool. Ms. Arris said the funds could be used for those two items in the FY2019 budget. Judge Hill made a motion for a FY2019 budget amendment of \$895,500 to be utilized for Avamar, Elastic Search Environment, and Endpoint Detection and Response Security tool. Commissioner Hale asked for reconsideration to have a motion for each item individually. The A/V system amendment would be for half of the courtrooms and the cost would be \$1.5 million.

Judge Hill asked for any comments on the FY2019 budget amendment on Elastic Search Environment at \$149,040. Hearing none, a motion was made to approve this item. (3:46 p.m.)

Motion by: Judge Chris Hill

Second by: Commissioner Susan Fletcher

Vote: 5 – 0 Passed

Judge Hill asked for any comments on the FY2019 budget amendment for Endpoint Detection and Response Security Tool for \$221,460. Hearing none, a motion was made to approve this item. (3:47 p.m.)

Motion by: Judge Chris Hill

Second by: Commissioner Darrell Hale

Vote: 5 – 0 Passed

Judge Hill asked for any comments on the FY2019 budget amendment for Avamar Data Vault at \$525,000. Hearing none, a motion was made to approve this item. (Time 3:47 p.m.)

Motion by: Judge Chris Hill

Second by: Commissioner Duncan Webb

Vote: 4 – 0 Passed

Nay: Commissioner Darrell Hale

Commissioner Hale made a motion to amend the FY2019 budget to pay for the A/V courtroom system at \$1.5 million. With no further comments, a motion was made to approve this item. (Time 3:48 p.m.)

Motion by: Commissioner Darrell Hale

Second by: Commissioner Cheryl Williams

Vote: 5 - 0

COURT ORDER NO. 2019-649-08-13

Joe Wright, Constable, Precinct 4, came forward to address the Court. Commissioner Williams said the Court was unaware of the special unit operating out of Precinct 4, and it is assumed that county equipment and resources were being used by this unit. The Constable said this is a Reserve Unit with two deputies and is called the Fugitive Apprehension Team. There was a brief discussion on a successful arrest of a female with several active warrants from several entities. Judge Hill asked if the reserve deputies who run this division do so with no full-time employees. Constable Wright said the reserve deputies report directly to him and during field operation they answer to Chief Rumfield. Commissioner Williams said some of the county's resources and staff do in fact participate in this activity. The Constable said they do participate because they are aware of how dangerous the criminals can be. A brief discussion followed on the duties of full-time deputies and the reserves. (Time 3:57 p.m.)

Shane Williams, Constable, Precinct 1, came forward to address the Court. Constable Williams said they currently don't have an apprehension unit or warrant unit. They are down by two reserves who retired. Judge Hill asked if the Constable's intentions are to have a warrant division in the future. The Constable said warrants is one of their core function and he would love to be able to do that when he is fully staffed. A discussion ensued on the current duties of the full-time deputies and the aid the reserves offer.

Judge Hill asked if the Fugitive Apprehension unit is actively serving warrants or are they running into people with warrants in the streets. Constable Wright explained that the Fugitive Apprehension Unit actively looks for people with warrants. The Constable said the type of warrants the apprehension unit focuses on are mainly felony warrants. Commissioner Williams asked if the Sheriff has a group that goes after felony warrants. Constable Wright said the Sheriff does have a warrant team, and they have good working relationship. Judge Hill said in the past the Court has indicated they prefer the Constables to be serving in civil action, and actively working in a Fugitive Apprehension Unit would differ from that. The Constable said the type of fugitives the unit is after keeps the citizens of the county safe. A discussion followed about the Fugitive Apprehension Unit and Constables' duties. (Time 4:09 p.m.)

Judge Hill asked if any of the Commissioners would like to speak on their lists of items for discussion. Commissioner Williams said the statistics for the Constable offices was not offered, and it would be appropriate to look at what the demands are in order to make any decisions. Judge Hill asked Monika Arris, Budget, how it was determined that some of the Constables needed new personnel. Ms. Arris said a review was conducted of the Constables work load per deputy. Judge Hill asked for this item to be kept on the list until the statistics were available for the Court to review.

There was a brief discussion regarding replacing windows in the jail. Dan James, Facilities, said a list was made of all the windows with cracks, both exterior and interior, and there were 50. Judge Hill said there are several exterior windows in jail cells that need to be replaced and is concerned with the time it takes to replace the windows. Mr. James said the jail windows are specialized, and a special vendor had to be found. Judge Hill asked if extra windows could be bought to keep in stock in order to avoid having cells out of service. Mr. James said they could keep an inventory of glass for the most used areas of the jail.

Commissioner Webb asked if the process of replacing windows could be expedited by having a contract in place with the vendor. Michalyn Rains, Purchasing, said contracts are always preferred because they are able to bundle glass or doors with a one-time solicitation. Judge Hill asked if the vendor could have the jail's standard window sizes in their inventory through a contract. Mr. James said it is tough to get the vendor to keep the glass in stock. Commissioner Webb said a turn-around time could be put into the contract. Ms. Arris clarified that the budget item being recommended is for exterior windows. A brief discussion followed on whether there is enough money to cover the replacement of broken windows.

Commissioner Webb said the county just approved seven figures on UPS unit (Uninterrupted Power Supply) replacements. The Commissioner would like to put the Building Maintenance Tech I on the add/delete list. This person would maintain and clean the UPS units which would increase their useful life. The Commissioner said, in the past five years, the county has gone up 200% on the number of units, and currently there are over 210 units. Mr. James briefly explained the function of the UPS units and what departments are served.

Mr. James explained the maintenance will extend the life of the UPS units by a minimum of two years and make it a seven year rotation as opposed to five years. The cost of the maintenance is only \$91,000 per year which is less than half of what would otherwise be spent in capital and other maintenance. The objective is to get more redundancy and life from the equipment. Judge Hill asked for this item to be added to the add/delete list. (Time 4:33 p.m.)

The Road and Bridge Inspection Superintendent was not recommended. Bill Bilyeu, County Administrator, said he did the non-recommendation with hopes that the county would build a fund balance to allow outsourcing for lengths of roads. Mr. Bilyeu is not sure that a superintendent will expedite construction of an individual road. There are two inspector positions recommended in the budget, and the priorities across the county were considered with this recommendation. There were two inspectors requested, but only one was recommended. This item was not added to the add/delete list. (Time 4:35 p.m.)

Commissioner Webb said the time it takes to get anything through Developmental Services has increased because they need help. Mr. Bilyeu said the commercial inspection process changed and moved from Development Services to the Fire Marshall six months ago. Commissioner Webb is referring to the office Management and the receptionist workloads. Mr. Bilyeu explained the workload may decrease once the economy slows down which is why they have a temporary employee instead of a permanent employee.

The discussion continued regarding adding a position to Human Resources (HR). Mr. Bilyeu said when looking at the recommended budget they were limited to eight positions. In their attempts to fit in with the effective tax rate, a position in HR was not a priority. Judge Hill asked if Commissioner Webb would like for Budget to run the cost for a position in HR. Commissioner Webb said he would because HR doesn't have the capacity to do an analysis and having data is critical for what the Court does. Ms. Arris said the HR area doesn't have the space for another body. Judge Hill asked for the cost of an HR position and the cost for renovating the area to be determined and to be added to the add/delete list.

Commissioner Webb said the Indigent Defense budget added \$1 million dollars making it \$9 million dollars total. The cost of running the District Attorney's Office last year was \$11 million dollars. The Commissioner would like the Court to look at adding a Public Defender's Office in the future.

Judge Hill asked for \$50,000 for volunteer fire service to be put on the add/delete list.

Commissioner Webb said the Chill Water Make-Up Air Unit was an item not on the recommended budget. Last year, there was a situation where replacing air conditioning units was delayed and as a result units did go out and staff had to go home. The Commissioner is concerned with delaying the replacement of equipment that is over 25 years old. The Commissioner said he would like to add the Liebert Units and the two JJAEP Boilers to the add/delete list.

Commissioner Williams asked what the options would be if the jail has complete failure of these items. Dan James, Facilities, said the make-up air units are in the kitchen area and, if they fail, it would be manageable. There was a lengthy discussion regarding what areas these units serve and what could happen if they failed.

Judge Hill asked if these three items are approved could they be implemented in FY2019. Mr. James said it could be done, and the units in the kitchen would be under a contract supervised by Facilities. The units in the jail kitchen could be replaced. Commissioner Webb asked if two units could be replaced this year. Mr. James said the new system would not be compatible with the current units, so it would be necessary to replace all four units. The Court briefly discussed the pricing and options for replacing the units.

(Time 5:01 p.m.)

Commissioner Hale asked Sammy Knapp, Constable, Precinct 1, what the intent was for the ELSAG Plate Hunter M6-2. Constable Knapp explained it would be mounted to one unit and alternated among the deputies. The plate hunter would not be used as a traffic enforcement tool. Constable Knapp said the Collin County SO has the same system and they apprehended over 40 stolen cars, made 20 felony arrests, captured one murderer and recovered one abducted child. Constable Knapp gave a brief review of the several types of warrants the unit can detect. (Time 5:06 p.m.)

Commissioner Hale asked if opportunity buys could be accommodated with existing staff. Monika Arris, Budget, said this would be a decision made by the Purchasing Board, and the public hearing is scheduled for August 27, 2019. (Time 5:10 p.m.)

Commissioner Hale said there are two PeopleSoft consultants that work on software upgrades and administration. The Commissioner asked if they should drop the consultants and instead hire full-time employees. Caren Skipworth, CIO, said they are in the middle of a fluid upgrade and would like to be able to keep the current contractor who is on an H-B1 Visa. Judge Hill asked if the contractor would be eligible to take full-employment. Ms. Skipworth said they would, and the other contractor was recently hired and has been picking up on the fluid upgrade. Human Resources has worked diligently to reduce the number of modifications in PeopleSoft which is the bulk of the workload. The consultants work on quarterly tax updates, support services, and special projects. Ms. Skipworth said the contractors are also engaged in IT projects that impact HR, like the badge access system and the new time keeping system.

Cynthia Jacobson, HR, said the current upgrade is to facilitate applying for jobs through a phone. Ms. Skipworth said HB3834 is an unfunded mandate that will require cybersecurity training for all employees who use computers. There was a discussion about the mandate and current projects. Monika Arris, Budget, said the county could save \$181,000 by having the consultants employed full-time. Commissioner Webb said Tyler is coming out with software that would integrate with PeopleSoft. The Commissioner asked if these two employees would continue to be needed in the future when the new product is up and running, Ms. Skipworth explained the developers could be trained to any capacity.

Commissioner Williams said PeopleSoft is expensive, and a review of the historical costs and projected future costs should be done in order to compare those with other potential options. Ms. Skipworth said short-term debts are used to fund most of the projects but it has ran out. Ms. Skipworth said she sent Commissioner Hale detailed information on the cost and amount spent after the debt ran out. Ms. Jacobson said they are in the middle of a major upgrade, and all resources are currently committed to this upgrade. (Time 5:22 p.m.)

Commissioner Fletcher asked about the unmanned aerial vehicle and portable compactor. Jon Kleinheksel, Public Works, said the portable compactor will be transported throughout the county. The drones help identify issues when bridge inspections are conducted. Commissioner Fletcher asked to add the portable compactor and the drone to the add/delete list.

Commissioner Fletcher asked about the CPS (Child Protective Services) Felony Prosecutor. Ms. Arris said it was not recommended because they have an effective tax rate to balance and there was only so much money available. Commissioner Fletcher would like this position to be added to the add/delete list. The Commissioner said the victim assistance coordinator was also not recommended and asked why. Ms. Arris said there was one victim assistance coordinator recommended.

Judge Hill said the request from JP (Justice of the Peace), Precinct 1, for additional education and conference funding was not recommended because historically they have not spent all of the training dollars. The Judge said, after review, they are on track to spend all the dollars this year and would like to add this item to the add/delete list.

Judge Hill said JP 4, requested an automatic door lock/unlock, and the Judge would like to know if other offices have it now. JP 1, is currently the only office that has this automatic door lock/unlock. Bill Bilyeu, County Administrator, said it would be more appropriate to use the funds from the courthouse security fund. Monika Arris, Budget, said it will still need to be budgeted, and the courthouse security funds are currently low. Judge Hill asked for this item to be added to the add/delete list.

Judge Hill asked if the emergency vehicle light bar replacement is only for the light bar, and are they portable between the vehicles. Jon Kleinheksel, Public Works, said the replacements are only for the light bars and will be transferred to new vehicles if necessary. Mr. Kleinheksel recommends the light bar refresh to be done every five years. The replacement would be labor intensive, but it is something that must be done. After a lengthy conversation, Judge Hill added this item to the add/delete list. (Time 5:58 p.m.)

Judge Hill said he requested \$1,500 for dues and subscriptions and \$1,850 for business meals. The Judge said the dues and subscriptions would be used on continued education for professional certifications and software subscriptions. The business meals are for the Business and Industry Advisory Counsel, Faith Community Advisory Counsel, and Student Leadership Counsel. The Judge explained each of the groups and said the business meals would be to provide lunch. Commissioner Webb asked why the dues and subscriptions went up significantly. The Judge said the software subscription costs are not provided by IT because he provided his own Apple computer. The County has a policy that only allows PCs, and Apple is not supported.

Commissioner Fletcher asked if the Judge considered having brown bags for the business meals. The Commissioner said there are sponsors that could get advertising from providing meals. Judge Hill said he meets with vice presidents and CEO's from across the county about county issues and would like to provide them lunch.

The Judge said the District Courts have asked the court to consider adding a part-time bailiff department to supplement the current bailiffs. Commissioner Webb said he would like to know what is legally required by statute to provide the courts. The Commissioner said it is understood that legally they only have to provide a bailiff when they are actually in the courtroom. Commissioner Webb said he would also like to know who would hold the license of all the bailiffs within the courtroom.

Judge Hill added the request from the Game Wardens to the add/delete list.

Judge Hill recessed the Budget Workshop Special Session at 6:17 p.m. until 9:00 a.m. Wednesday, August 14, 2019.

Wednesday, August 14, 2019 at 9:00 a.m. – Friday, August 16, 2019 at 9:00 a.m. (if needed).

Judge Hill reconvened Budget Workshop Special Session at 9:40 a.m. on Wednesday, August 14, 2019.

Judge Hill opened the Court for public comments. Shelby Williams, Plano City Council member, came forward to address the Court. Ms. Williams commended Commissioners Court for its history of taxing and spending responsibly. (Time: 9:42 a.m.)

c. Compensation/Benefits

Judge Hill read the Uniform Pay Policy on Wednesday, August 14, 2019: "The salary of county employees is based upon a 40-hour week unless otherwise noted. Upon failure to accumulate 40 hours of approved time, the employee shall be compensated at a pro-rata hourly rate. Approved time shall be calculated according to pay provisions incorporated in the adopted budget. Specifically, time clock or badge readers shall be used to record employee time." With no discussion, a motion was made to adopt the Uniform Pay Policy. (Time: 9:44 a.m.)

Motion by: Judge Chris Hill

Second by: Commissioner Cheryl Williams

Vote: 5 - 0 Passed

COURT ORDER NO. 2019-650-08-14

Cynthia Jacobson, Human Resources, presented a PowerPoint presentation on compensation. Third party salary budget surveys project the average private sector salary increase to be 3% this year. Public sector salary increases this year are between 2% and 4%. Ms. Jacobson showed the proposed pay scales based on the regression analysis. Pay structure maintenance helps ensure future employees can be hired at competitive rates. It also allows continued growth at the top end of the pay scale for current employees. The projected wage movement budget is \$2,436,418.

The sum of the midpoint ratio compares the sum of employee annual salaries to the sum of pay range midpoints and serves as a marker for how close Collin County's actual pay is to the target pay line. The goal is to be near zero variance. This is the third year using this tool. Ms. Jacobson made no recommendation for a sum of the midpoint adjustment.

A motion was made to approve 3% salary increases, pay structure maintenance, and \$2,436,418 for wage movement, and zero for sum of the midpoints. (Time: 9:54 a.m.)

Motion by: Commissioner Susan Fletcher

Second by: Commissioner Duncan Webb

Vote: 5 - 0 Passed

COURT ORDER NO. 2019-652-08-14

The next item was compensation for elected officials. This excluded the DA (District Attorney), District Judges, County Court at Law Judges, and the Probate Judge because of their particular pay schedule. Per State statute, the

County is required to pay a longevity payment for District Judges with 12 plus years of service. This impacts 4 current District Judges. For budget purposes, the current county supplement has been reduced by the amount of the required longevity payment. The total county payment remains the same. The DA has a minimal change to the currently required longevity supplement paid by the county. The overall salary decreases due to the reduction in state compensation. The Probate Judge and County Court at Law Judges' compensation is now capped based on the District Judges' pay. Six judges will receive pay increases, and two will receive pay decreases due to the statute. The budget impact for this is approximately \$36,000. Judge Hill said this is a state mandate on a county budget. The Judge said some of our local delegation of state representatives believe there is no such thing as an unfunded mandate. The Judge noted this is one of those, and asked Bill Bilyeu, County Administrator, to keep a list of unfunded mandates. Commissioner Fletcher said this legislative session she delivered 25 packets to Collin County's delegation and many other legislators in Austin. The material came from TAC (Texas Association of Counties) and was a list of all the unfunded mandates from across the state. This list is updated every two years.

Ms. Jacobson recommended a 3% increase for elected officials. This is an increase from FY2019 of just over \$50,000 due to the statutory changes and the change in arraignment pay. With no further discussion, a motion was made to adopt the recommended 3%. (Time: 10:12 a.m.)

Motion by: Judge Chris Hill

Second by: Commissioner Darrell Hale

Vote: 5 – 0 Passed

COURT ORDER NO. 2019-651-08-14

There was a lengthy conversation regarding salaries for Collin County constables. Commissioner Fletcher said it is not right that they are paid at an unlicensed peace officer salary grade when they also have a hazardous job. Ms. Jacobson said, in the SO, these officers can be pulled to do other duties like patrol. Ms. Jacobson said she is giving market-based data on the information they have from comparables in the same manner she would do for any other group. Commissioner Fletcher said she appreciated the discussion but has not changed her mind. (Time: 10:36 a.m.)

The next item was the change in benefits. Ms. Jacobson said the insurance was up for bid so there was nothing to discuss until the insurance presentation. Lastly, Ms. Jacobson said there were two questions she was asked regarding TCDRS (Texas County and District Retirement System). The first was what the rate would be if the County had not prefunded. Unfortunately, TCDRS was not able to do that calculation and neither was Ms. Jacobson. Commissioner Williams asked for the smoothed and unsmoothed unfunded numbers. The smoothed number is \$13,274, 348, and the unsmoothed number is \$60,434,843. The County is at an 89.3% funded ratio on

a current basis, and at 98% when it is smoothed. The rate is at 7.84%, and the County currently has budgeted for 8%. For the FY2020 budget, the County has a more than sufficient amount budgeted for the required rate. However, in FY2021, 8% will most likely not sustain the level of services that are currently provided. Judge Hill said the County can either increase its contribution or decrease the benefits.

The second question regarding TCDRS was regarding the interest rate. Ms. Jacobson said TCDRS could not calculate this either because they do not know what is going to happen. If the County went to 8.5%, the budget impact would be approximately \$93,000. Commissioner Webb said he was comfortable with putting in the smoothed amount of \$13 million from fund balance. Commissioner Williams agreed. Monika Arris, Budget, said this could be done, but they would then hit the 180 day mark in two years. The Court decided to finish the add/delete list and then get the tax rate impact to see how the tax rate forecasts over the next few years. (Time: 10:47 a.m.)

Judge Hill recessed the Budget Workshop Special Session at 10:47 a.m. and reconvened at 11:04 a.m. Judge Hill recessed into Executive Session at 11:05 a.m. to discuss courthouse security. The Budget Workshop Special Session was reconvened after Executive Session at 12:23 p.m. where no action was taken.

5. AI-46883 Commissioners Court Changes to Recommended Budget

6. Final Review of Add/Delete List

Commissioner Webb asked about a request for court reporter shelving. Ms. Arris, Budget, said the law changed since the courthouse was built. At that time the District Clerk was responsible for the evidence so they stopped purchasing shelving because the District Clerk would store it. Lynne Finley, District Clerk, said the court reporter is responsible for the evidence while the case is active because it will be needed during the trial. Once the appeal is complete or the time has lapsed, then the evidence goes to the District Clerk. Dan James, Facilities, said this is an easy fix and his department will be able to take care of it.

(Time: 12:25 p.m.)

The Court moved on to the add/delete list. A motion was made to replace the chairs for Commissioners Court.
(Time: 12:28 p.m.)

Motion by: Commissioner Cheryl Williams

Second by: Judge Chris Hill

Vote: 3 – 2 Passed

Nay: Commissioners Susan Fletcher and Duncan Webb

After a brief discussion, a motion was made to approve an increase of \$1,500 to the County Judge's Dues & Subscriptions budget. (Time: 12:29 p.m.)

Motion by: Judge Chris Hill

Second by: Commissioner Cheryl Williams

Vote: 3 – 2 Passed

Nay: Commissioner Susan Fletcher and Duncan Webb

Commissioner Fletcher did not agree with the increase of \$1,850 to the County Judge's business meal budget. After a brief discussion, a motion was made to approve the increase. (Time: 12:30 p.m.)

Motion by: Judge Chris Hill

Second by: Commissioner Cheryl Williams

Vote: 3 – 2 Passed

Nay: Commissioner Susan Fletcher and Duncan Webb

A motion was made to approve the part-time Legal Clerk I for magistration. (Time: 12:32 p.m.)

Motion by: Commissioner Darrell Hale

Second by: Commissioner Cheryl Williams

Vote: 5 – 0 Passed

A motion was made to approve exchanging two PeopleSoft Consultants for two employees. Commissioner Fletcher did not feel the Court knew enough about how this will impact Human Resources. Caren Skipworth, IT, said both consultants have expressed interest in accepting the positions with the County. (Time: 12:32 p.m.)

Motion by: Commissioner Darrell Hale

Second by: Commissioner Cheryl Williams

Vote: 4 – 1 Passed

Nay: Commissioner Susan Fletcher

Judge Hill did not support purchasing the items for the Game Wardens with the County budget but did suggest the Court purchase the items personally. Commissioner Fletcher agreed to participate and Sheriff Skinner agreed to use the forfeiture fund to participate. A motion was made to remove this item from the add/delete list. (Time: 12:37 p.m.)

Motion by: Judge Chris Hill

Second by: Commissioner Cheryl Williams

Vote: 5 – 0 Passed

After a brief discussion, a motion was made to not increase the budget for the Firefighter Excellence Fund by \$50,000 and to re-evaluate it next year. (Time: 12:42 p.m.)

Motion by: Judge Chris Hill

Second by: Commissioner Duncan Webb

Vote: 5 – 0 Passed

A motion was made to add one Clerk II position for the District Clerk's Office. (Time: 12:42 p.m.)

Motion by: Commissioner Duncan Webb

Second by: Commissioner Cheryl Williams

Vote: 5 – 0 Passed

A motion was made to approve the equipment for the District Clerk II position. (Time: 12:43 p.m.)

Motion by: Commissioner Duncan Webb

Second by: Commissioner Cheryl Williams

Vote: 5 – 0 Passed

A motion was made to add three cubicles for the District Clerk's Office. (Time: 12:43 p.m.)

Motion by: Commissioner Duncan Webb

Second by: Commissioner Susan Fletcher

Vote: 5 – 0 Passed

A motion was made to change three District Clerk I positions to Clerk II positions. (Time: 12:43 p.m.)

Motion by: Commissioner Duncan Webb

Second by: Commissioner Cheryl Williams

Vote: 5 – 0 Passed

After a lengthy conversation, a motion was made to add the Plate Hunter M6-2 for Constable Precinct 3 to the recommended budget. Commissioner Hale said Constable Knapp agreed to turn over the equipment to the Sheriff's Office if the program did not work out. (Time: 12:49 p.m.)

Motion by: Commissioner Susan Fletcher

Second by: Commissioner Darrell Hale

Vote: 3 – 2 Passed

Nay: Judge Chris Hill and Commissioner Cheryl Williams

A motion was made to approve two Vital's Clerks for the County Clerk. The motion failed for lack of a second. Commissioner Hale said the overtime was minimal and did not justify adding two clerks. A motion was made to approve one Vital's Clerk for the County Clerk. (Time: 12:52 p.m.)

Motion by: Commissioner Susan Fletcher

Second by: Commissioner Duncan Webb

Vote: 3 – 2 Passed

Nay: Judge Chris Hill and Commissioner Darrell Hale

A motion was made to approve adding one Legal Clerk I to JP 3-1 and removing one Legal Clerk I from JP 4. (Time: 12:52 p.m.)

Motion by: Commissioner Duncan Webb

Second by: Commissioner Cheryl Williams

Vote: 5 – 0 Passed

A motion was made to make a fleet change for the Sheriff's Office from three patrol vehicles to trucks. (Time: 12:53 p.m.)

Motion by: Commissioner Susan Fletcher

Second by: Commissioner Cheryl Williams

Vote: 5 – 0

Monika Arris, Budget, said the Sheriff's FY2019 adopted budget had zero dollars for inmate housing. A budget amendment was approved early in FY2019 to add \$241, 920 for inmate housing. The FY2020 budget was done earlier in the year and there were no funds requested for inmate housing. When the Court approved the FY2019 budget amendment, they applied that same dollar amount into the FY2020 budget. Therefore, the recommended budget currently includes \$241,920. The memos submitted by the Sheriff's Office had a range from high to low, and the \$166,880 amount on the add/delete list was to bring the Sheriff up to the high end of the range. This is a pro rata amount to bring the total up to 365 days of out-of-county housing for 20 inmates. With no further discussion, a motion was made to add \$166,880 for out-of-county housing to the recommended budget. (Time: 12:55 p.m.)

Motion by: Commissioner Duncan Webb
Second by: Commissioner Cheryl Williams
Vote: 5 – 0 Passed

After a brief discussion, a motion was made to fund 8 of the 16 part-time jail positions that were added in FY2019 without funding. The amount of this item totaled \$188,813. (Time: 12:58 p.m.)

Motion by: Commissioner Duncan Webb
Second by: Judge Chris Hill
Vote: 5 – 0 Passed

After a brief discussion, a motion was made to approve \$10,000 for hiring bonuses for detention positions only. The person listed on the application as the recruiter would receive \$500 for each new recruit 90 days after completion of BCOB (Basic Corrections Officer Course). (Time: 1:03 p.m.)

Motion by: Commissioner Duncan Webb
Second by: Commissioner Darrell Hale
Vote: 5 – 0 Passed

The addition of a Deputy Constable for both Constable 1 and Constable 4 was held for discussion.

A motion was made and seconded to add a Building Maintenance Tech I for Facilities. The Court decided to return to this item at a later time. (Time: 1:04 p.m.)

There was a lengthy discussion regarding replacing the light bars county wide. Jon Kleinheksel, Public Works, came forward to address the Court. The current light bars are considered "dumb" because they have very limited technology for programming, the lenses are weathered and faded, and 39 of the 40 light bars are out of warranty. A

motion was made to remove half the light bars and plan for a refresh of the other half in two years. The motion failed for lack of a second. (Time: 1:21 p.m.)

Commissioner Fletcher asked to speak on the addition of one CPS (Child Protective Services) Felony Prosecutor for the DA's (District Attorney) Office. The Commissioner had three compelling reasons for the addition of this position. The first is CPS exists to protect children, and the legislature increased CPS funding in FY2017 leading to 36 added CPS positions serving Collin County who generate cases to send to the DA's Office. Because of this the DA's workload is up by 100% since two years ago. Secondly, the CPS regional attorney no longer does work in Collin County which means the County has to bear that additional workload. Lastly, the judges increased the number of courts managing CPS dockets to five. That increases the wait times because we don't have the CPS attorneys to handle this. This increased wait time will increase the cost to the county because the judge will still have to pay the attorney ad litem for their time waiting for the CPS attorney to join them for courtroom hearings, regular docket and even mediations. There is a \$15,000 annual state reimbursement funding for each of our CPS attorneys. With no further discussion, a motion was made to add this item to the recommended budget. The motion failed for lack of a second. (Time: 1:23 p.m.)

The Court returned to the addition of the Building Maintenance Tech. There was a lengthy discussion regarding the vehicle included for this position. The amount of the vehicle was listed at \$98,000, but after discussion with Dan James, Facilities, and Jon Kleinheksel, Public Works, the amount was reduced to \$46,000. The equipment listed for the position was also reduced. The Court went on to the next item while the true costs for this were being revised. (Time: 1:32 p.m.)

The Court returned to this item after getting new costs. The addition of this position with truck and equipment came to \$116,382. With no further discussion, a motion was made to approve the item with the adjusted costs. (Time: 1:45 p.m.)

Motion by: Commissioner Duncan Webb
Second by: Commissioner Cheryl Williams
Vote: 5 – 0 Passed

A motion was made to add one Tech I position to Development Services. (Time: 1:33 p.m.)

Motion by: Commissioner Duncan Webb
Second by: Commissioner Susan Fletcher
Vote: 5 – 0 Passed

A motion was made to approve one HR Generalist. Dan James, Facilities, said it would take approximately three weeks to construct the area for the new person. This item is already on the PIP (Permanent Improvement Project) list. Michalyn Rains, Purchasing, said the furnishings would take between six and eight weeks. (Time: 1:37 p.m.)

Motion by: Commissioner Duncan Webb

Second by: Commissioner Susan Fletcher

Vote: 5 – 0 Passed

After a brief discussion, no motion was made to increase the Education and Conference budget for JP 1. (Time: 1:40 p.m.)

Judge Hill said the unmanned aerial vehicle and portable compactor for Road & Bridge do not affect the tax rate. A motion was made to add both items to the recommended budget. (Time: 1:41 p.m.)

Motion by: Commissioner Susan Fletcher

Second by: Commissioner Cheryl Williams

Vote: 5 – 0 Passed

Judge Hill recessed Budget Workshop Special Session at 1:46 p.m. and reconvened the meeting at 2:01 p.m.

7. Court Recommended Budget Review

a. General Fund

b. Road & Bridge

c. Operating Funds

d. Health Care Trust

e. Total Combined Budget

Monika Arris, Budget, updated the Court on where it stood relative to the effective tax rate with the changes that were made. Ms. Arris said there were more revenues than expenditures in the amount of \$444,288.

A motion was made to swap the Deputy Constable positions for PIP (Permanent Improvement Projects). The motion was to add into the budget the Justice Center chill water make-up air units for \$514,000, the Justice Center Liebert Units for \$164,000, the Minimum Security Chill water make-up air units for \$110,000, and remove from the budget the Deputy Constables for Constables 1 and 4 which totaled \$351,097. This would leave \$7,385 under the effective tax rate. Commissioner Hale said Constable 1 is in a part of the county that is growing rapidly. A brief discussion followed. With no further discussion, the motion was seconded. (Time: 2:13 p.m.)

Motion by: Commissioner Cheryl Williams

Second by: Judge Chris Hill

Vote: 2 – 3 Failed

Nay: Commissioners Susan Fletcher, Darrell Hale and Duncan Webb

A motion was made to remove the Deputy Constable from Constable 4. (Time: 2:15 p.m.)

Motion by: Commissioner Cheryl Williams

Second by: Judge Chris Hill

Vote: 3 – 2 Passed

Nay: Commissioners Susan Fletcher and Duncan Webb

A motion was made to put a Deputy Constable in for Constable 3 even though it was not requested. The motion failed for lack of a second. (Time: 2:16 p.m.)

A motion was made to add the Justice Center Liebert Units into the recommended budget.

(Time: 2:16 p.m.)

Motion by: Judge Chris Hill

Second by: Commissioner Cheryl Williams

Vote: 5 – 0 Passed

Dan James, Facilities, said the main kitchen chill water make-up air unit for staff dining would cost approximately \$70,000. A motion was made to use \$454,089 from the General Fund toward the Justice Center Chill water make-up air units and leave the remaining \$59,911 unfunded for the moment. This will leave \$10,089 in the General Fund to go toward the remaining balance or one of the remaining permanent improvement projects. (Time: 2:23 p.m.)

Motion by: Commissioner Duncan Webb

Second by: Judge Chris Hill

Vote: 5 – 0 Passed

Judge Hill recessed Budget Workshop Special Session at 2:25 p.m. and reconvened the meeting at 4:47 p.m.

The Court discussed the TIDC (Texas Indigent Defense Commission) managed counsel grant which was offered to the County. The grant can be accepted at any time during the year when the County is ready. The amount required for the match is dependent upon when the grant is accepted. After a brief discussion, the Court decided to wait until the fee schedule is adjusted before making a decision on the grant.

(Time: 4:55 p.m.)

A motion was proposed regarding Courthouse Security which was discussed in Executive Session. The motion was to remove the Court Officer for the 468th District Court and the 471st District Court from those departments and place them in non-departmental and move all associated costs for those two positions to non-departmental. Judge Hill recommended the Court open a discussion with the District Judges, County Court at Law Judges, and Sheriff regarding courthouse security particularly as it relates to bailiffs. After a brief discussion, Judge Hill recessed into Executive Session at 5:01 p.m. to further discuss courthouse security.

Judge Hill reconvened Budget Workshop Special Session at 5:25 p.m. from Executive Session where no action was taken.

There was a motion and a second to re-class the Court Officer positions from the 468th and 471st District Courts to inter-departmental. Commissioner Fletcher wanted to confirm that these positions cannot remain in inter-departmental and will need to be moved to their permanent location. Bill Bilyeu, County Administrator said those positions can be funded from that department, but it would still require someone to carry their badge. A law enforcement employee cannot be employed without an agency carrying their badge. The Judge said the intention is to move these two Court Officers to the non-departmental fund and to invite a larger conversation among the elected officials involved in order to come to a better solution for providing courthouse security. Then these two employees could be moved to their permanent department. (Time: 5:30 p.m.)

Motion by: Judge Chris Hill

Second by: Commissioner Darrell Hale

Vote: 5 – 0 Passed

Judge Hill said after the Budget Department finished the add/delete list, because of rounding they were \$1 over. A motion was made to scale back the previous motion for \$454,089 from the General Fund toward the Justice Center Chill water make-up air units to \$454,088. (Time: 5:32 p.m.)

Motion by: Judge Chris Hill

Second by: Commissioner Darrell Hale

Vote: 5 – 0 Passed

Judge Hill recessed Budget Workshop Special Session at 5:33 p.m. and reconvened the meeting at 7:32 p.m.

Stacey Kemp, County Clerk, came forward to address the Court. Commissioner Hale made a motion to create the position for an additional Vital's Clerk II which Ms. Kemp has requested and just authorize the position with no budget impact because Ms. Kemp would use the Records Management Fund. This position qualifies under that fund. This fund is to be used at Ms. Kemp's discretion and she is making the request of the Court to authorize that position with that fund. The position already has the equipment, and there is enough money to sustain the position. The only piece of equipment this position may need is a cash drawer. (Time: 7:35 p.m.)

Motion by: Commissioner Darrell Hale

Second by: Commissioner Duncan Webb

Vote: 5 – 0 Passed

Judge Hill recessed Budget Workshop Special Session at 7:35 p.m. and reconvened the meeting at 7:51 p.m.

8. Five-Year Plan Review

a. General Fund

b. Road & Bridge Fund

c. Permanent Improvement Fund

d. Health Care Trust

Monica Arris, Budget, updated the five-year plan. This budget will leave the County with 206 days of fund balance. After a brief conversation and some recalculating by Budget, a motion was made to approve the following items from fund balance: \$20,000 for HR Renovations; \$13,274,348 for the TCDRS payment; \$59,912 for the Justice Center chill water make-up air units for staff dining; \$75,000 for the JJAEP boiler; \$110,000 for the minimum security chill water make-up air units. (Time: 8:10 p.m.)

Motion by: Commissioner Susan Fletcher
Second by: Commissioner Cheryl Williams
Vote: 5 – 0 Passed

A motion was made to maintain the 8% for TCDRS and to not do a COLA (Cost of Living Adjustment). (Time: 8:10 p.m.)

Motion by: Commissioner Susan Fletcher
Second by: Commissioner Cheryl Williams
Vote: 5 – 0 Passed

9. Discussion of Proposed FY2020 Tax Rate

a. Effective Tax Rate

b. Rollback Tax Rate

c. M & O Tax Rate

d. Debt Service Tax Rate

e. AI-46859 Total Tax Rate – Record Vote to Propose Tax Rate

Ms. Arris said the Effective Tax Rate is a hypothetical property tax rate that would give the County the same amount of total revenue it had in the previous fiscal year on properties taxed in both years which is \$0.174951. The Operations Effective Tax Rate is a hypothetical Property Tax Rate that would give the County the same amount of operating revenue it had in the previous fiscal year. This gives the County the ability to set the debt service tax rate at the amount needed to meet its financial obligations. This year's Operations Effective Tax Rate is \$0.123117. The Rollback Rate uses the M&O (Maintenance and Operations) portion of the Effective Tax Rate, and the Maximum Operating Rate is \$0.132966. The Maximum Operating Rate added to the Debt Tax Rate equals this year's total Rollback Rate of \$0.184966. The current Tax Rate is \$0.180785 per \$100 valuation. There has been no tax rate increase for 27 years, and the 5% Homestead Exemption has been place for 12 years. The average home value in the County for 2019

is \$374,658 which is up from last year. A motion was made and a record vote was taken to adopt the proposed FY2020 Total Effective Tax Rate of \$0.174951. (Time: 8:18 p.m.)

Motion by: Commissioner Cheryl Williams

Second by: Commissioner Susan Fletcher

Vote: 5 – 0 Passed

COURT ORDER NO. 2019-653-08-14

10. AI-46860 Schedule Public Hearings

a. Tax Rate Public Hearings (Tax Code 26.05 & 26.06)

b. Budget Public Hearing (LGC 111.067 & 111.068)

A motion was made to hold Public Hearings on Tuesday, September 3, 2019 at 1:30 p.m. and Monday, September 9, 2019 at 1:30 p.m. in the Jack Hatchell Administration Building, Commissioners Courtroom. The adoption of the FY2020 Budget, Tax Rate and Fee Schedule is scheduled for Monday, September 16, 2019 at 1:30 p.m. in the Jack Hatchell Administration Building, Commissioners Courtroom. (Time: 8:19 p.m.)

Motion by: Judge Chris Hill

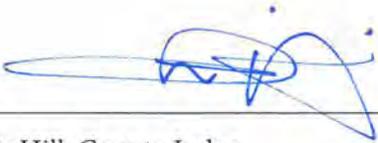
Second by: Commissioner Cheryl Williams

Vote: 5 – 0 Passed

COURT ORDER NO. 2019-654-08-14

Executive Session

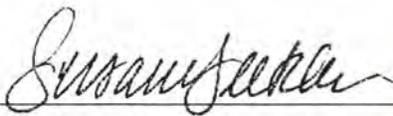
The Court did not recess into Executive Session. There being no further business of the Court, Judge Hill adjourned the Budget Workshop Special Session at 8:19 p.m. on Wednesday, August 14, 2019.



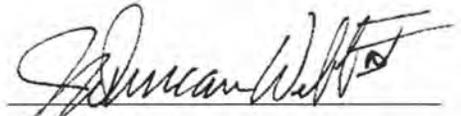
Chris Hill, County Judge



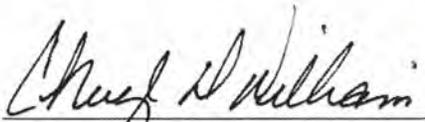
Darrell Hale, Commissioner, Pct 3



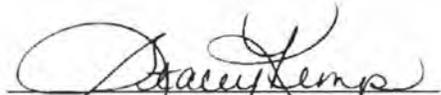
Susan Fletcher, Commissioner, Pct 1



Duncan Webb, Commissioner, Pct 4



Cheryl Williams, Commissioner, Pct 2



ATTEST: Stacey Kemp, County Clerk