

State of Texas	§	Court Order
Collin County	§	2021-864-09-13
Commissioners Court	§	

On Monday, August 9, 2021, 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 2:10 p.m. on Monday, August 9, 2021.

FY 2022 BUDGET WORKSHOP:

1. Public Comments.

2. Tax Rates:

Monika Arris, Budget, said the tax rates were based on the Truth in Taxation worksheet. Ms. Arris presented a table comparing the various tax rates with FY2021. The NNR Tax Rate (No New Revenue) enables the public to evaluate the relationship between properties that existed in both years and the property taxes on those properties. The NNR doesn't take into account any changes in the County's debt obligations. This year the County debt increased \$4.3 million, but the Debt Rate actually went down for FY2022 to \$0.051251. The Adjusted NNR M&O (Maintenance & Operations) Tax Rate separates the M&O Rate from the debt of the previous year and takes into account legal and indigent defense expenses. The Adjusted NNR M&O for FY2022 is \$0.117517, and this rate will be added to the 3.5% Voter-Approval M&O Tax Rate. The Total Voter-Approval Tax Rate is the highest rate the County may adopt. Without holding an election, the Total Voter-Approval Tax Rate is \$0.172881. Ms. Arris said, based on the calculations, the County has an extra \$2,302,280 in revenue for FY2022 in order to reach the threshold of the NNR Tax Rate. (Time: 2:15 p.m.)

Judge Hill thanked Ms. Arris and her team for taking a conservative approach. The Judge said there were public comments asking the Court to invest in mental health and said there is an item on the add/delete

list related to mental health. There were also comments about investing in safety, and there are also several items for the Sheriff's Office on the list. The Court is also considering the use of ARPA (American Rescue Plan Act) funds for health care and mental health infrastructure. Commissioner Williams said her priority is the jail and law enforcement. Commissioner Webb said he considers the needs of all departments.

Judge Hill moved onto the final review of the add/delete list.

- a. No New Revenue Tax Rate
- b. Unadjusted M&O Tax Rate
- c. Adjusted M&O Tax Rate
- d. Debt Service Tax Rate
- e. Voter Approved Tax Rate

3. General Fund Recommended Budget with Add/Delete Approved Changes Overview

4. AI-50779 Commissioners Court Changes to Recommended Budget.

5. Final Review of Add/Delete List

Commissioner Webb said he is supportive of the lump sum contribution payment of \$14.5 million to TCDRS (Texas County & District Retirement System) because the combination of the payment and the 9.5% rate should get the County to eventually be fully funded. Commissioner Williams said this Court has tried to always ensure the County is fully funding employee pensions in order to avoid excessive debt in the future. A motion was made to approve the lump sum payment of \$14.5 million. (Time: 2:21 p.m.)

Motion by: Commissioner Duncan Webb

Second by: Commissioner Darrell Hale

Vote: 5 – 0 Passed

Judge Hill said the Court has discussed changing Detention Officers and Jail Sergeants to 84-hour pay periods and changing the pay grade for Detention Officers from 550 to 551. Judge Hill made a motion to approve both. (Time: 2:23 p.m.)

Motion by: Judge Chris Hill

Second by: Commissioner Susan Fletcher

Vote: 5 – 0 Passed

The next item was to change the Patrol Officers to 12-hour shifts and 84-hour pay periods. The cost to fully fund this change is \$41,323. A motion was made to approve this change. (Time: 2:23 p.m.)

Motion by: Commissioner Cheryl Williams

Second by: Commissioner Susan Fletcher

Vote: 5 – 0 Passed

A motion was made to approve the request for a Captain position in the Sheriff's Office. (Time: 2:24 p.m.)

Motion by: Judge Chris Hill

Second by: Commissioner Cheryl Williams

Vote: 5 – 0 Passed

A motion was made to approve the position change in the Sheriff's Office to Assistant Communications Supervisor. Commissioner Williams said she supports this item because currently one of the shifts is lacking a supervisor. (Time: 2:24 p.m.)

Motion by: Commissioner Cheryl Williams

Second by: Commissioner Darrell Hale

Vote: 5 – 0 Passed

The next item for discussion was the County Clerk's Collections Department. Commissioner Webb said, based on previous discussions and the analysis, he is supportive of eliminating only one Collections Clerk. A motion was made to approve eliminating one Collections Clerk. (Time: 2:26 p.m.)

Motion by: Commissioner Duncan Webb

Second by: Commissioner Susan Fletcher

Vote: 5 – 0 Passed

Judge Hill said, by eliminating one Collections Clerk, the County will just break even. The whole point for the Collections Department is not to breakeven but to bring funding for the County. If this function were

to be outsourced, significant costs could be eliminated, and revenues could potentially be kept the same. For this reason, Judge Hill made a motion to eliminate two Collections Clerks from the County Clerk's Collections Department. Commissioner Williams said she may be able to support his motion but would like to see where the budget stands once other items are discussed or approved. Judge Hill said they will hold on taking the vote.

The next item was considering the elimination of one or two District Collections Clerks. Commissioner Williams said there is a significant difference between the County Clerk and District Clerk's collections, and the people in jail do not always have the capacity to pay. Commissioner Williams also said no evidence was turned into the Court to support the need for two clerks. A motion was made to remove two clerks from the District Clerk's Collections Department. (Time: 2:28 p.m.)

Motion by: Commissioner Cheryl Williams

Second by: Commissioner Darrell Hale

Vote: 5 – 0 Passed

The next item was consideration of the AT&T transmission station. Judge Hill said he wants to delete it because there are more important items on the list he wants to accomplish this year. Commissioner Webb said he agreed. He has been working with IT to upgrade the capacity of the Wi-Fi in the Courthouse from 1GB to 10GBs which will cost \$5,500 as a one-time fee. This would give the employees and the public more capacity and utilization. The \$5,500 can be paid with the FY2021 savings so it will not have an effect on the FY2022 budget. The annual expense of this upgrade is \$18,000. Judge Hill made a motion to delete the AT&T transmission station and incur the \$5500 upgrade to the Wi-Fi capacity in the FY2021 savings and the annual expense of \$18,000 to the FY2022 budget. (Time: 2:32 p.m.)

Motion by: Judge Chris Hill

Second by: Commissioner Cheryl Williams

Vote: 5 – 0 Passed

Next was the addition of two Deputy Clerks in the County Clerk's land office. Commissioner Webb said the data overwhelming shows these clerks are needed. A motion was made to approve the two clerks. (Time: 2:33 p.m.)

Motion by: Commissioner Duncan Webb

Second by: Commissioner Susan Fletcher

Vote: 5 – 0 Passed

The next item for consideration was approving the audio/visual equipment and the wireless booster system for Myers Park. Commissioner Williams said, if these can be moved to the FY2021 savings, she is supportive of it. (Time: 2:34 p.m.)

Motion by: Commissioner Cheryl Williams

Second by: Commissioner Susan Fletcher

Vote: 5 – 0 Passed

Next was the addition of a Voter Registration Lead Clerk in the Elections Office. Commissioner Hale said this seems like something we need due to the growth in the County and the potential legislation coming soon. (Time: 2:35 p.m.)

Motion by: Commissioner Darrell Hale

Second by: Commissioner Duncan Webb

Vote: 5 – 0 Passed

The next item was the mental health services contract with the jail through LifePath for \$280,000 for around-the-clock mental health services. Commissioner Williams said this is one of the most important things we can do for the County this year. (Time: 2:36 p.m.)

Motion by: Judge Chris Hill

Second by: Commissioner Cheryl Williams

Vote: 5 – 0 Passed

Next was the addition of two Title Specialist Clerks in the Tax Assessor's office. Judge Hill says at this time he believes only one specialist is needed. (Time: 2:37 p.m.)

Motion by: Judge Chris Hill

Second by: Commissioner Cheryl Williams

Vote: 5 – 0 Passed

The next item is the addition of two Felony Prosecutors in the DA's (District Attorney) office. Judge Hill said he recommends just one position this year. Commissioner Williams seconded the one position. Commissioner Webb said he is supportive of both positions and thinks he found a way to fund the two without using the no new tax rate. Commissioner Fletcher agreed that two are needed because we need to move people through the judicial process, and the data supports it. Commissioner Williams said, if there

is the ability to fund the second position towards the end of the meeting, she will support it. A motion was made to approve one position for now. (Time: 2:39 p.m.)

Motion by: Commissioner Darrell Hale
Second by: Commissioner Cheryl Williams
Vote: 5 – 0 Passed

The next item was the addition of a Functional Analyst for the Sheriff's Office. Commissioner Hale said he is not supportive of this position at this time. Commissioner Fletcher and Commissioner Webb also were not supportive.

The next item is the addition of a Lead Clerk in the Sheriff's Office. Commissioner Fletcher asked for clarification on what this position will be doing. Commissioner Fletcher said she would be in support of this position if it will be helping with expunctions. Commissioner Williams agreed. Commissioner Webb, Commissioner Hale, and Judge Hill were not in support of this position.

The next item Judge Hill wanted to bring up was the Retention Pay Policy. Judge Hill said he would like to reconsider the policy due to the lack of results with the program. A motion was made to stop the program effective today but to continue to pay the employees who were already enrolled in the program. (Time: 2:42 p.m.)

Motion by: Judge Chris Hill
Second by: Commissioner Darrell Hale
Vote: 5 – 0 Passed

COURT ORDER NO. 2021-769-08-09

Judge Hill said he would like to make a policy clarifying which employees in the Sheriff's Office are entitled to the 84-hour pay periods. Sheriff Skinner said there are 52 total officers in the patrol division who would need to be on the 84-hour pay period. After some discussion, Monika Arris, Budget, said all positions are covered, and it would not affect the budget to use Sheriff Skinner's numbers. Judge Hill made a motion to adopt the policy to approve 12-hour shifts for the patrol division. (Time: 2:47 p.m.)

Motion by: Judge Chris Hill
Second by: Commissioner Cheryl Williams
Vote: 5 – 0 Passed

COURT ORDER NO. 2021-770-08-09

Judge Hill said there are currently 281 authorized Detention Officer positions, and he would like to make a policy in which Detention Officers are approved for 12-hour shifts. Sheriff Skinner said officers in

Housing and Booking are assigned the 12-hour shifts. Judge Hill made a motion to make this a policy. (Time: 2:49 p.m.)

Motion by: Judge Chris Hill

Second by: Commissioner Cheryl Williams

Vote: 5 – 0 Passed

COURT ORDER NO. 2021-771-08-09

Commissioner Fletcher said she would like to revisit expunctions in the Sheriff's Office and asked if anyone is getting appointed to the position. Judge Hill said there hasn't been a motion made for that position. Commissioner Hale said, once all pay changes take effect, a Detention Officer's salary will be above the salary of the clerk. Hopefully, this will allow the Sheriff to hire a substantial number of additional Detention Officers that could assist with the expunctions. Sheriff Skinner said they will get the expunctions done one way or another.

Commissioner Webb proposed not eliminating the second County Clerk Collections position and adding the second Felony Prosecutor for the District Attorney's Office. This would make the FY2022 Budget short approximately \$137,000. Monika Arris, Budget, gave an overview of the items that have been approved so far. Commissioner Webb said the Court could fund all the approved positions as of January 1, 2022, which would be funding for 9 months versus 12 months. This would generate savings to make up for the \$137,000. Ms. Arris changed all the approved positions to nine months and said there is an extra \$13,742 for FY2022.

Commissioner Williams said she is concerned about postponing the start date for the Captain position at the SO (Sheriff's Office) because there currently is a shift without supervision. Ms. Arris said having the Captain funded for 12 months will leave the FY2022 Budget short by \$16,627. Judge Hill said he would also like for the Elections Clerk to start as soon as possible. The Judge said he likes the idea of making all requests possible, but these departments are in need of the positions now. Commissioner Hale said the Court will still need to fund the additional amounts next year. Commissioner Webb said adding one hundredth of a penny over the No New Revenue Tax Rate would cover the \$137,000. This would increase the tax bill \$.50 for an average home for the entire year. The second Felony Prosecutor is very important. There are going to be many demands for budget next year so these positions need to get into the budget this year.

Judge Hill said another option is to eliminate a second Collections Clerk in the County Clerk's Office and a third Collections Clerk in the District Clerk's Office. This could cover funding for all the positions. Eliminating three District Collections Clerks will leave only one which is the supervisor. The District Clerk Collections department could be outsourced and the supervisor position can do the outsourcing assignments. Commissioner Fletcher said she would like to ensure all legal concerns are addressed before

outsourcing the department. Commissioner Webb said he is concerned statutory duties will not be met with only one Collections Clerk. There must be a staffed place for a person to pay for court costs and fees. Commissioner Williams asked if one-time expenditures for the new positions can be paid for out of savings from the FY2021 Budget.

Ms. Arris said using the FY2021 Budget savings to pay for the one-time items costs would generate enough to cover the shortage of \$16,627. There was a brief overview of the cost for each position without the one-time costs included. This option will leave an extra \$27,729 for the FY2022 Budget. The Court discussed moving other positions back to the 12 month funding. Ms. Arris said moving one County Land Clerk to 12-month funding and keeping one at 9-month funding will result in a \$2,314 shortage. Judge Hill said an open Detention Officer position could be prorated to cover the shortage. Commissioner Webb made a motion to approve an additional Felony Prosecutor, and all the approved positions will begin as of January 1, 2021, except for the Captain, the Voter Registration Clerk, and one County Land Clerk which will begin on October 1, 2021. One Detention Officer position will be prorated to 9-month funding, and the savings will be used to cover the FY2022 Budget shortage. (Time: 3:24 p.m.)

Motion by: Commissioner Duncan Webb

Second by: Commissioner Susan Fletcher

Vote: 5 – 0 Passed

COURT ORDER NO. 2021-772-08-09

The meeting moved to item 10 of the agenda.

6. Court Recommended Budget Review

7. Five-Year Plan Review

8. Discussion of Proposed FY 2021 Tax Rate

9. **AI-50610** Total Tax Rate - Record Vote to Propose Tax Rate

10. **AI-50611** Schedule Public Hearings:

Judge Hill said the Budget team would need time to redo the calculations. The Court decided to return on Monday, August 16, 2021, once Budget has a FY2022 Proposed Budget. Ms. Arris briefly explained the budget adoption statutes and the tax rate adoption statutes. During the next meeting, the Court will review the 5-Year Plan and vote to propose the tax rate. On Friday, September 3, 2021, the FY2022 Proposed Budget will be filed. Finally, on Monday, September 13, 2021, the Proposed Tax Rate and Proposed Budget Public Hearings will be held as well as the Adoption of the Tax Rate, the Elected Officials salaries, and the

FY2022 Proposed Budget. Judge Hill said this will be the Proposed Budget Calendar, and the Court will need to adopt it. (Time: 3:27 p.m.)

Motion by: Commissioner Duncan Webb

Second by: Commissioner Susan Fletcher

Vote: 5 – 0 Passed

COURT ORDER NO. 2021-773-08-09

Judge Hill moved onto item number 11.

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

b. Budget Public Hearing (LGC 111.067 & 111.068)

11. **AI-50614** Trails of Blue Ridge (Special Road District) Recommended Budget Overview

Monika Arris, Budget, said the Trails of Blue Ridge is a separate entity from the County. The County does collect their taxes and do their projects. Ms. Arris gave an overview of their Fund Revenue versus Expenditures. The Tax Rate approved by voters is a standard \$0.15, and it will be brought to the Court for adoption as a formality. (Time: 3:29 p.m.)

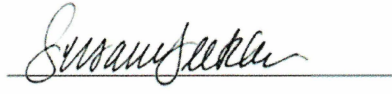
a. Recommended Budget Overview

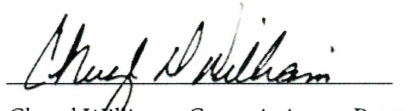
b. Tax Rate

EXECUTIVE SESSION


The Court did not recesses into Executive Session. There being no further business of the Court, Judge Hill adjourned the FY2022 Budget Workshop Special Session Workshop at 3:29 p.m.



Chris Hill, County Judge


Susan Fletcher, Commissioner, Pct 1


Cheryl Williams, Commissioner, Pct 2




Darrell Hale, Commissioner, Pct 3


Duncan Webb, Commissioner, Pct 4


ATTEST: Stacey Kemp, County Clerk