

THE STATE OF TEXAS

COMMISSIONERS COURT MINUTES
SPECIAL SESSION & BUDGET
WORKSHOP

COUNTY OF COLLIN

JULY 28, 29, 30, 31 & AUGUST 1, 2008

On Monday, Tuesday, Wednesday, Thursday and Friday, July 28, 29, 30, 31 and August 1, 2008, the Commissioners Court of Collin County, Texas, met in Special Session and in Budget Workshop in the Commissioners Courtroom, 210 S. McDonald Street, McKinney, Texas, with the following members present, and participating to wit:

Keith Self
Phyllis Cole
Jerry Hoagland
Joe Jaynes
Kathy Ward

County Judge, Presiding
Commissioner, Precinct 1
Commissioner, Precinct 2
Commissioner, Precinct 3
Commissioner, Precinct 4

Item No. 1 Judge Self convened the **Collin County Commissioners Court Special Session** meeting at 9:30 a.m. on Monday, July 28, 2008.

Item No. 2 Public Comments. There were no public comments.

Item No. 3 Consent agenda to approve:

- a. Filing of the July 28, 2008, Special Session Agenda.

COURT ORDER NO. 2008-539-07-08

MONDAY, JULY 28, 2008

1. Budget Overview

Judge Self introduced Monika Arris, Budget, to present an overview of the FY2009 Budget.

- a. **Overview of Budget Workshop Agenda**

Ms. Arris explained the workbook that would provide the basis for discussion and the Workshop Agenda.

- b. **Recommended Budget Highlights**

Ms. Arris began with a Power Point presentation with the following FY2009 recommended budget highlights: a total combined budget of \$262,000,000;

this represented a 2.5% increase over FY2008. \$3,200,000 is in the General Fund; \$2,400,000 is in the Road and Bridge Fund; with the remaining \$1,200,000 in other funds. Total Operating Budget, which includes General Fund, Road and Bridge Fund, Permanent Improvement Fund, and Jury Fund, is \$171,200,000, which is an increase of 3.2%

Total authorized personnel: In FY2008, 1,734 positions were adopted. Currently, there are 1,767 positions. FY2009 Recommended Budget is 1,780 positions. Of those 1,780 positions, 25 temps have been added due to CJIS, the Tax Office, and the Sheriff's Office. Three animal control officers were added and six employees in juvenile detention.

Ms. Arris continued, the following positions to be added in the FY2009 Recommended Budget are: addition of one Enterprise Back-Up Specialist in IT, with two interns being deleted; addition of one Communications Specialist for Audio/Visual in Telecom; addition of one part-time Support Tech for the Medical Examiner, with one intern being deleted; the deletion of one Electronic Court Reporter for County Court Probate; the addition of two Civil Family Clerk II's and one Criminal Clerk II for District Clerk for the new District Court; the transfer of one Legal Clerk I from JP 4 to Constable 4; the addition of a Judge, Court Coordinator, Court Officer and Court Reporter for the new 429th District Court; the addition of two felony prosecutors, one felony investigator, and the deletion of one part-time felony investigator for the District Attorney; the addition of one Budget Maintenance Tech II for Facilities; the addition of two grant-funded TB positions for Health Care; the addition of a Senior Nutritionist and Eligibility Clerk for WIC; and the addition of six positions in Juvenile, which will be held in contingency.

Ms. Arris next addressed the General Fund, stating it has increased by 2.2% this year, up to \$148,700,000. Significant increases for the General Fund include salaries and benefits for existing employees; increase in equipment services, share for equipment repair and maintenance, cost of fuel; increase in fleet vehicles; and the addition of the new District Court. The Road and Bridge Fund has seen the largest increase at \$2,400,000, mainly due to the cost of fuel and product. Significant increases include major road construction, road maintenance, road reconstruction, automotive equipment and road equipment.

FY2009 Recommended Tax Rate: Final numbers received from the Central Appraisal District indicate a tax rate increase to \$71,800,000, reflecting a 4.6% growth from FY2008. 3.6% is new construction and 1% is existing homes. With the tax rate at \$0.2450 per \$100 valuation, the average homeowner in Collin County will pay \$545.40 in County taxes, which represents sixteen straight years of no tax increases for Collin County homeowners.

Ms. Arris concluded by noting items not in the FY2009 Recommended Budget: Tax Office software; certification pay; Pretrial Release Fund; outside agencies' requests; and employee wellness. (Time: 9:44:02 a.m., 07/28/2008)

2. Review of Elected Official's Budgets

Ms. Arris introduced Stacey Kemp, County Clerk.

a. County Clerk

County Clerk
County Court at Law Clerks
Treasury
Mental / Probate
Records Management

Ms. Kemp came before the Court with a Power Point presentation and gave an overview of the functions of the County Clerk's office, stating the County Clerk's workload had increased by 65% from 2007 to 2008. There was a discussion between the Court, Ms. Kemp and Ms. Skipworth on the status of the CJIS project and the personnel necessary for implementation. Ms. Kemp also cited a recent AG opinion that would significantly increase the workload of the County Clerk's office. Ms. Kemp gave a detailed review of the request and need for the following positions: Odyssey Systems Administrator; Treasury Administrative Manager; Bond Clerk; and Probate Clerk II.

Commissioner Jaynes moved to approve the position of Treasury Administrative Manager, Commissioner Cole seconded, and the motion passed with a 3-2 vote of the Court. Judge Self and Commissioner Hoagland dissented. (Time: 10:28:54 a.m., 07/28/2008)

Commissioner Cole moved to approve the position of Odyssey Systems Administrator, Commissioner Ward seconded, and the motion passed with a 5-0 vote of the Court. (Time: 10:29:33 a.m., 07/28/2008)

Commissioner Hoagland moved to deny the position of Bond Clerk, Judge Self seconded, and the motion passed with a 4-1 vote of the Court. Commissioner Cole dissented. (Time: 10:30 10 a.m., 07/28/2008)

Commissioner Hoagland moved to deny the position of Probate Clerk II, Judge Self seconded, and the motion passed with a 5-0 vote of the Court. (Time: 10:30:43 a.m., 07/28/2008)

Ms. Kemp and the Court discussed the Education and Conference Fund, salaries, office supplies and an archive and restoration project, with Ms. Kemp answering questions from the Court. The Court asked Ms. Kemp to consider eliminating positions and to closely examine line items. (Time: 10:46:47 a.m.)

Judge Self recessed the Budget Workshop at 10:46 a.m. and reconvened the Budget Workshop at 10:55 a.m.

Ms. Arris introduced Judge Weldon Copeland, Probate Court.

Judge Copeland came before the Court to speak about the elimination of a Court Reporter and the need for a substitute Court Reporter or electronic Court Reporter. Judge Copeland requested that the position of Probate Auditor be reclassified to have her operate the electronic recording system. Cynthia Jacobson, Human Resources, stated reclassifications would be addressed in September. (Time: 11:52:08 a.m., 07/28/2008)

Ms. Arris introduced Judge John Barry, Administrative Judge, County Court at Law 5.

b. County Court at Law Courts

County Court at Law Courts
County Court Shared
County Courts Substitute Court Reporters

Judge Barry stood before the Court as Administrative Judge on behalf of the County Courts at Law with a request for approximately \$35,000 in additional funds for visiting judges. Judge Self felt that given the history, this fund should be decreased to \$100,000, rather than increased to \$156,000. Judge Self moved to decrease the fund to \$100,000, Commissioner Hoagland seconded, and the motion passed with a 5-0 vote of the Court. (Time: 11:03:37 a.m., 07/28/2008)

Discussion followed regarding the possibility of using volunteer interpreters and the cost of library books. (Time: 11:09:32 a.m., 07/28/2008)

Ms. Arris introduced Judge Chris Oldner, Administrative Judge, 416th District Court.

c. District Courts

District Courts
District Court Shared
District Courts Substitute Court Reporters

Judge Oldner stood before the Court as Administrative Judge on behalf of the District Courts with a detailed request for the new position of District Court Administrator. Judge Oldner introduced David Slayton, Director of Court Administration, Lubbock County, who gave an explanation of his job duties, which included organizing and managing all non-judicial functions of the courts.

Commissioner Hoagland moved to deny the position of District Court Administrator, Commissioner Jaynes seconded, and the motion passed with a 4-1 vote of the Court. Commissioner Cole dissented. (Time: 11:46:15 a.m., 07/28/2008)

On the subject of Court budget, Judge Oldner requested that any unused money in the visiting judge line item for 2008 be rolled over into the 2009 line item. (Time: 11:46:39 a.m., 07/28/2008)

Judge Self recessed the Budget Workshop at 11:52 a.m. and reconvened the Budget Workshop at 1:07 p.m.

Ms. Arris introduced Hannah Kunkle, District Clerk.

d. District Clerk

District Clerk
Jury Clerk
Document Preservation

Ms. Kunkle came before the Court with a Power Point presentation and gave an overview of the functions of the District Clerk's office, including positions needed to staff the new District Court. There was a discussion between the Court, Ms. Kunkle and Ms. Skipworth on the status of the CJIS project and the personnel necessary for implementation. Ms. Kunkle gave a detailed review of the request and need for the following positions: Lead Clerk, Criminal; Bond Forfeiture/Grand Jury Clerk II; Clerk II, Juvenile; Lead Clerk, Civil Family; Deputy Clerk, Civil Family; Civil Appeals Clerk II, Tax; Passport Clerk, Plano; Clerk II, Civil Family (New District Court); Criminal Clerk II (New District Court); Clerk, part-time; and AG Clerk II.

Commissioner Hoagland moved to approve the position of Tax Clerk, utilizing the offer of Attorney David McCall, Commissioner Ward seconded, and the motion passed with a 5-0 vote of the Court. (Time: 2:13:15 p.m., 07/28/2008)

Commissioner Hoagland moved to approve the position of AG Clerk II with a request for a quarterly report, Commissioner Ward seconded, and the motion passed with a 5-0 vote of the Court. (Time: 2:13:35 p.m., 07/28/2008)

Commissioner Hoagland moved to deny the positions of Lead Clerk, Criminal, and Lead Clerk, Civil Family, Commissioner Ward seconded, and the motion passed with a 5-0 vote of the Court. (Time: 2:14:19 p.m., 07/28/2008)

Judge Self moved to approve the positions of Civil Family Clerk and Criminal Clerk with a second Civil Family Clerk in contingency, Commissioner Hoagland seconded, and the motion passed with a 3-2 vote of the Court. Commissioner Jaynes and Commission Cole dissented. (Time: 2:22:42 p.m., 07/28/2008)

Ms. Arris introduced John Roach, District Attorney.

e. District Attorney

D.A. Roach came before the Court with an update on the new District Court which will begin January 1, 2009, and the positions needed to staff said Court. D. A. Roach also went over statistics for his department and revenue generated for the County. Additionally a request was made for additional auto allowance, a change from part-time to full-time for one employee, and a new position of Board Certified Attorney.

Commissioner Ward moved to approve the positions of Felony Prosecutor and Felony Investigator, Commissioner Jaynes seconded, and the motion passed with a 5-0 vote of the Court. (Time: 3:05:07 p.m., 07/28/2008)

Commissioner Hoagland moved to deny the position of Intake Attorney, Commissioner Cole seconded, and the motion passed with a 5-0 vote of the Court. (Time: 3:05:34 p.m., 07/28/2008)

Commissioner Hoagland moved to deny the change from part-time to full-time, Commissioner Ward seconded, and the motion passed with a 5-0 vote of the Court. (Time: 3:06:25 p.m., 07/28/2008)

Judge Self recessed the Budget Workshop at 3:06 p.m. and reconvened the Budget Workshop at 3:19 p.m

Ms. Arris introduced Paul Raleeh, Administrative Justice of the Peace, Precinct 1.

f. Justice of the Peace, Precinct 1

JP1

JP Shared

JP Shared Substitute Court Reporter

Judge Raleeh stated he would appear before the Court again in September for reclassification of a position and also stated he anticipated a lot of changes in legislation as a result of information learned at a recent conference. Finally, Judge Raleeh requested a decrease in his Education Budget of approximately \$700. (Time: 3:23:17 p.m., 07/28/2008)

Ms. Arris introduced Terry Douglas, Justice of the Peace, Precinct 2.

g. Justice of the Peace, Precinct 2

Judge Douglas stated he was satisfied with the Budget recommendations for his office for FY2009. A request was made to enhance electronic filings and to provide desktop scanners to staff. Caren Skipworth, IT, stated the JP offices would be receiving scanners as part of the CJIS project. (Time: 3:26:59 p.m., 07/28/2008)

h. Justice of the Peace, Precinct 3-1

No representative spoke on behalf of Justice of the Peace, Precinct 3-1.

i. Justice of the Peace, Precinct 3-2

Ms. Arris stated John Payton, Justice of the Peace, Precinct 3-2, had planned to attend the meeting to represent his budget, but he did not have any issues. (Time: 3:42:15 p.m., 07/28/2008)

Judge Self introduced Mike Yarbrough, Justice of the Peace, Precinct 4.

j. Justice of the Peace, Precinct 4

Judge Yarbrough came before the Court and requested that one of his employees not be transferred to Constable 4 as recommended by Budget, citing the increased case load from FY2007 to FY2008. Ms. Arris explained her office's reasons for the transfer. Judge Self asked that this matter be brought back before the Court. (Time: 3:40:52 p.m., 07/28/2008)

Judge Self recessed the Budget Workshop for the day at 3:45 p.m. without recessing into Executive Session on July 28, 2008.

TUESDAY, JULY 29, 2008

Judge Self reconvened Commissioners Court Special Session and Budget Workshop at 9:05 a.m. on July 29, 2008.

Judge Self gave an overview of the previous day's actions, comparing the County Budget actions to those of Plano and Frisco. Judge Self listed items that will need to be considered going forward.

Ms. Arris introduced Clete Burns, Chief Deputy, Constable, Precinct 1.

k. Constable, Precinct 1

Chief Deputy Burns appeared for Constable Kunkle who was unable to attend; he requested additional funds for their education/conference budget. Commissioner Hoagland recommended leaving the budget as is and told Chief Deputy Burns to come back before the Court if there is a further need in the future. (Time: 9:28:39 a.m., 07/29/2008)

Ms. Arris introduced Joe Barton, Constable, Precinct 2.

l. Constable, Precinct 2

Constable Barton came before the Court with an explanation of the LEOSE funds. Constable Barton requested additional funds in their skip tracing account. (Time: 9:37:19 a.m., 07/29/2008)

Ms. Arris introduced Lonnie Simmons, Chief Deputy, Constable, Precinct 3.

m. Constable, Precinct 3

Chief Deputy Simmons appeared on behalf of Constable Bell. Chief Deputy Simmons gave an update on the increased workload in Precinct 3 for FY2007 through FY2008 to date. Chief Deputy Simmons requested a traffic vehicle from the county motor pool. A discussion of comp time followed. Chief Deputy Simmons also requested additional funds for new uniforms, badges and vehicle markings as transition items. Commissioner Hoagland wanted to see a standard paint job on county law enforcement vehicles. Ms. Arris stated Budget would like to hold these items until FY2010 budget. (Time: 10:12:30 a.m., 07/29/2008)

Ms. Arris introduced Johnny Todd, Constable, Precinct 4.

n. Constable, Precinct 4

Constable Todd came before the Court to discuss the requested personnel additions in his department. Constable Todd asked for four deputies and one civil clerk. Additionally, Constable Todd outlined the growth in the workload in his office. Commissioner Hoagland moved to authorize Constable Todd to hire one additional warrant deputy, he wanted him to track revenue and expenses for the first six months, and the Court will have another deputy on contingency and hired

at mid-year if warranted; Commissioner Ward seconded; and the motion passed with a 5-0 vote of the Court. (Time: 11:05:29 a.m., 07/29/2008)

Judge Self recessed the Budget Workshop at 11:06 a.m. and reconvened the Budget Workshop at 11:18 a.m.

Ms. Arris introduced Kenneth Maun, Tax Assessor Collector.

o. Tax Assessor Collector

Ms. Arris presented the Court with a handout that stated the Tax Assessor's software is not in the recommended budget, but has been placed in contingency.

Mr. Maun approached the Court with a detailed description of the functions of his office and the amount of time it takes to service each customer. Mr. Maun stated Collin County is growing at the rate of 94 people per day. As a result, Mr. Maun requested the following positions: one registration clerk, Frisco; two title specialists, McKinney; one registration clerk, McKinney; one title specialist, Plano; two registration clerks, Plano; two property tax clerks; one account/office clerk; two title specialists, Frisco; one administration bookkeeper; and one account clerk. There was a discussion between the Court, Mr. Maun and Ms. Skipworth on software implementation and what benefits it will bring to the tax office. Commissioner Ward requested an analysis of how long it takes each clerk to do their job. Mr. Maun also requested additional funds for tax roll preparation mailing costs and for security for the McKinney office. Commissioner Hoagland moved to approve an increase to \$60,000 for tax roll preparation mailing costs and an increase to \$8,242 for security in the McKinney office, Commissioner Ward seconded, and the motion passed with a 5-0 vote of the Court. (Time: 12:39:47 p.m., 07/29/2008)

Judge Self recessed the Budget Workshop at 12:39 p.m. and reconvened the Budget Workshop at 1:23 p.m.

Ms. Arris introduced Terry Box, Sheriff.

p. Sheriff

Sheriff Admin
Jail Operations
Minimum Security
Inmate Transfer
SO Community Corrections
Jail Cafeteria
Child Abuse Task Force
Breathalyzer Program

Pre-Trial Release

Ms. Arris stated the Sheriff is requesting to have vehicles replaced for FY2009.

Sheriff Box came before the Court and gave an overview of the workload for his office for FY2008. Due to an increased workload, Sheriff Box requested the position of one Criminal Justice Information Specialist and two Detention Officers. Sheriff Box gave an update on take-home vehicles, stating 27 take-home vehicles have been eliminated. There was a discussion between the Court and Sheriff Box on the possibility of using hybrid vehicles for the Sheriff's office. Commissioner Jaynes moved to approve the position of Criminal Justice Information Specialist, Commissioner Ward seconded, and the motion passed with a 4-1 vote of the Court. Judge Self dissented. (Time: 1:58:04 p.m., 07/29/2008)

Commissioner Jaynes moved to approve the hiring of one Detention Officer with one in contingency to be considered in six months, Commissioner Cole seconded, and the motion passed with a 4-1 vote of the Court. Judge Self dissented. (Time: 2:00:26 p.m., 07/29/2008)

Judge Self recessed the Budget Workshop at 2:04 p.m. and reconvened the Budget Workshop at 2:25 p.m.

3. Review of Department Head Budgets

Ms. Arris introduced Sharon Rowe, Elections Administrator.

a. Elections Administrator

Ms. Rowe showed the Court a Power Point presentation outlining the duties, responsibilities and funding for the Elections Office. No new hires were requested. Ms. Rowe stated temporary employees were utilized using Chapter 19 funds. (Time: 2:37:51 p.m., 07/29/2008)

Ms. Arris introduced Don Cozad, County Auditor.

b. County Auditor

Mr. Cozad briefed the Court on the functions of the County Auditor's Office and the redistribution of staff. Mr. Cozad requested a reallocation from office supplies to travel to offset the increase in fuel costs and air travel costs, as well as a small reallocation into miscellaneous. (Time: 2:45:24 p.m., 07/29/2008)

Ms. Arris introduced Joe Scott, Juvenile Probation.

c. Juvenile Director

Mr. Scott came before the Court requesting additional funds for travel reimbursement and psychological evaluations, noting amounts would be increased on the probation side of the budget, but deleted on the detention side of the budget. Mr. Scott also requested additional funds for inmate transportation, GED testing, janitorial supplies, and printed materials. Mr. Scott requested six additional detention officers to be hired, if needed, by the middle of next year to open the final twelve beds of the Detention Center. Overall, Mr. Scott added, his office is requesting \$62,000 less for FY2009 than FY2008 due to funds from the Out of County Sex Offender Fund. Mr. Scott answered the Court's questions and made clarifications. (Time: 2:58:03 p.m., 07/29/2008)

Judge Self recessed the Budget Workshop for the day at 2:59 p. m. without recessing into Executive Session on July 29, 2008.

WEDNESDAY, JULY 30, 2008

Judge Self reconvened Commissioners Court Special Session and Budget Workshop at 9:13 a.m. on July 30, 2008.

Judge Self gave an overview of the previous day's actions. Commissioner Hoagland noted that the size of the County government has grown during the Budget process, and he urged the Court to look at organizational charts and see if the departments can function more efficiently with fewer people. Commissioner Jaynes stated that this week's approvals should be considered a first cut and reviewed again. Commissioner Ward challenged elected officials and department heads to justify the amount of time it takes their employees to complete their jobs. Ms. Arris stated the Court had two sheets of paper: one page is an add/delete list and one page listed a summary of positions recommended.

Ms. Arris introduced Frank Ybarbo, Purchasing Agent.

d. Purchasing Agent

Mr. Ybarbo gave an overview of the Purchasing Department, stating they had sole authority for all purchases up to \$25,000 and all competitive bids. Judge Self asked Mr. Ybarbo to justify his staff of sixteen. Mr. Ybarbo stated they are all needed; his office has just received the Achievement Excellence Award for the sixth year in a row; they are 100% accurate and have always received favorable audits. The Purchasing Office had two positions to fill due to the new administration building being built. Questions and answers followed. Commissioner Ward congratulated Mr. Ybarbo on his department's awards. (Time: 9:37:39 a.m., 07/30/2008)

Ms. Arris stated Stacey Kemp, County Clerk, requested to again appear before the Court with additional clarification to her previous presentation.

Ms. Kemp stated she wanted clarification on the records archive, requesting that \$500,000 be placed back in the line item. Ms. Kemp explained the needs for the funds, stating that a preservation project is planned to digitize old books in order to save them. According to statute, money is deposited in the general fund, but the money is for the clerk's preservation projects. Judge Self stated the money was never taken out of the general fund; therefore, it will remain there for the County Clerk's use.

Ms. Kemp next addressed the matter of printed materials. \$39,315 was requested, but Ms. Kemp felt that number could be reduced to \$38,664.71. Also, the requested amount for file folders and envelopes for the Mental/Probate Department could be lowered to \$3,759; and file folders for County Court at Law could be reduced from \$36,957 to \$4,638. Commissioner Hoagland moved to approve, Commissioner Jaynes seconded, and the motion passed with a 5-0 vote of the Court. (Time: 9:57:50 a.m., 07/30/2008)

Ms. Arris presented the Court a handout regarding a position for Constable 4, stating the Budget office was recommending a new position for Constable 4 instead of transferring a clerk from JP4. Commissioner Cole moved to approve, Commissioner Hoagland seconded, and the motion passed with a 5-0 vote of the Court. (Time: 10:02:13 a.m., 07/30/2008)

Judge Self recessed the Budget Workshop at 10:46 a.m. and reconvened the Budget Workshop at 10:58 a.m.

Ms. Arris introduced Dr. William Rohr, Medical Examiner.

e. Medical Examiner

Dr. Rohr came before the Court requesting approval of a part-time medical examiner to work ten days a month. Dr. Rohr had a Power Point outlining the duties and workload of his department, including a 28% increase in cases for FY2008. The medical examiner is on call 24/7; when Dr. Rohr is not available, cases must be sent to other counties at significant expense to Collin County. There has also been a significant increase in the costs of lab services, ambulance services, as well as autopsy services. Commissioner Ward stated she would like to see the position of part-time medical examiner done on a consultant basis. Dr. Rohr agreed to work with Ms. Jacobson. Judge Self moved to raise the funds for lab services to \$135,000, autopsies to \$40,000, and ambulance services to \$45,000; Commissioner Hoagland seconded; and the motion passed with a 5-0 vote of the Court. (Time: 11:38:00 a.m., 07/30/2008)

Ms. Arris introduced Bill Burke, Director of Building Projects.

f. Director of Building Projects

Construction & Projects
Permanent Improvements

Mr. Burke came forward with an update on county projects and planning, highlighting the progress of the new administration building. Mr. Burke also addressed the needs of various county buildings. Ms. Arris stated the budget remains consistent at \$2,000,000. Judge Self stated the county jail is the nicest building in the county. Mr. Burke requested replacement of the carpet in the clusters at the justice center, an upgrade to the infirmary, and replacement of kitchen equipment. Mr. Burke also requested funds to waterproof the history museum and for repairs to the fountain pump in the gazebo at Myers Park. Judge Self moved to put the following items into contingency: cluster four, carpet in the justice center, upgrade to the infirmary exhaust system, and gazebo fountain pump, Commissioner Hoagland seconded, and the motion passed with a 5-0 vote of the Court. (Time: 10:42:13 a.m., 07/30/2008)

Judge Self moved to approve repairs to the History Museum to be done expeditiously, Commissioner Cole seconded, and the motion passed with a 4-1 vote of the Court. Commissioner Hoagland dissented. (Time: 10:42:53 a.m., 07/30/2008)

Finally, Mr. Burke showed the Court a Power Point presentation with an update on county leases. (Time: 10:58:59 a.m., 07/30/2008)

Bill Bilyeu, Administrative Services, addressed the Court, stating Commissioner Cole has been doing the majority of the traveling for CUC, but since she is retiring, those duties will need to be assumed by another Commissioner. Commissioner Ward stated that as a new commissioner she would like to participate.

Mr. Bilyeu next addressed the issue of whether the Teen Court Coordinator should report to Administrative Services or the Justices of the Peace. Commissioner Hoagland stated he would like the position to remain with Administrative Services. Judge Self agreed with Commissioner Hoagland. (Time: 11:53:02 a.m., 07/31/2008)

Judge Self recessed the Budget Workshop at 11:53 a.m. and reconvened the Budget Workshop at 12:42 p.m.

Ms. Arris introduced Ruben Delgado, Director of Engineering.

g. Director of Engineering

Engineering
Special Projects
Open Space
Myers Park/Farm Museum
Development Services
Animal Services (Control/Shelter)

Mr. Delgado came before the Court with a Power Point presentation entitled "Collin County Engineering Department". Mr. Delgado said Jeff Durham, Linda Dixon and Misty Brown would also address the Court. Mr. Delgado presented an organizational chart and introduced the staff of the Engineering Department, giving an overview of his department's workload and responsibilities.

Jeff Durham, Parks and Projects Manager, spoke next. Special Projects has three staff members, one position available, and their responsibilities include road and bridge programs and open space budget.

Linda Dixon, Myers Park Manager, spoke about the events that typically take place at the park, as well as the staff and their budget. The use of the Farm Museum was also discussed.

Misty Brown, Development Services Manager, addressed the issues of comp time in her department, as well as OSSF (one-site sewage facility), the permitting and inspection services provided and the services provided to stray and abandoned animals. (Time: 1:36:26 p.m., 07/30/2008)

Ms. Arris introduced Jon Kleinheksel, Public Works.

h. Director of Public Works

Equipment Services
Road & Bridge
Public Works
Conservation

Mr. Kleinheksel came before the Court with a Power Point presentation and was available to answer questions about fleet services, the vehicle replacement schedule, recycling centers and schedules, road and bridge maintenance, illegal dump sites, painting of law enforcement vehicles, and the rising costs of fuel and road materials. Mr. Kleinheksel requested three additional employees. Judge Self asked if volunteers from the community could be utilized for certain

functions. Commissioner Hoagland wanted to see the number of unmarked cars reduced. Mr. Kleinheksel requested \$6,500 for a new car wash to be installed at the service center to save money currently being spent to maintain County vehicles, \$70,000 for scales to weigh loads, and \$150,000 for utility construction. Commissioner Hoagland moved to approve, Commissioner Ward seconded, and the motion passed with a 5-0 vote of the Court. Commissioner Hoagland agreed with Judge Self on the matter of looking into the possibility of using community volunteers rather than new personnel requests. (Time: 2:38:29 p.m., 07/30/2008)

Judge Self recessed the Budget Workshop at 2:38 p.m. and reconvened the Budget Workshop at 2:47 p.m.

Mr. Kleinheksel returned to address the Court with a request for 8 Nextels for his employees to use on the road. Judge Self moved to approve, Commissioner Hoagland seconded, and the motion passed with a 5-0 vote of the Court. (Time: 2:50:57 p.m., 07/30/2008)

Ms. Arris introduced Dan James, Director of Facilities.

i. Director of Facilities

Facilities Management
Facilities Maintenance

Mr. James presented the Court with a handout and showed them a Power Point presentation detailing and breaking down his department's \$9,200,000 budget. Mr. James requested \$4,806 to purchase six fireproof cabinets for paint storage which would bring their shop area up to code and \$80,736 for sand media filters for each cooling tower, noting the sand media filters would pay for themselves in two years. Commissioner Hoagland moved to approve both items, Commissioner Jaynes seconded, and the motion passed with a 5-0 vote of the Court.

Additionally, Mr. James requested the position of Security Tech II to oversee and repair the secure net system. Mr. James estimated that would result in an annual savings of \$130,000. Commissioner Hoagland moved to approve this position at \$60,000, Commissioner Jaynes seconded, and the motion passed with a 5-0 vote of the Court. (Time: 3:32:49 p.m., 07/30/2008)

Mr. James had several more requests. The Court requested that he return with reports on those items. (Time: 3:52:28 p.m.)

Judge Self recessed the Budget Workshop at 3:51 p.m. and reconvened the Budget Workshop at 4:00 p.m.

Ms. Arris introduced Kelley Stone, Director of Homeland Security.

j. Director of Homeland Security

Homeland Security
Courthouse Security
Bioterrorism Grant
Fire Marshal
Civil Defense

Mr. Stone showed the Court a Power Point presentation and an organizational chart. The functions of the Homeland Security Department were outlined: Bioterrorism, Epidemiology, and Preparation for Strategic National Stockpile, Emergency Management, and the Fusion Center. Mr. Stone next talked about the functions and responsibilities of the Fire Marshal's office. Mr. Stone requested that three items not approved in the Fire Marshal's Budget be reconsidered: Education and Conference; tough books, which are mobile data computers, and software to go with those computers; and a video camera for use at fire scenes. Commissioner Hoagland moved to approve, Commissioner Cole seconded, and the motion passed with a 5-0 vote of the Court. (Time: 4:14:23 p.m., 07/30/2008)

Discussion followed between the Court, Mr. Stone and Ms. Arris. (Time: 4:20:33 p.m., 07/30/2008)

Judge Self recessed the Budget Workshop for the day at 4:20 p. m. without recessing into Executive Session on July 30, 2008.

THURSDAY, JULY 31, 2008

Judge Self reconvened Commissioners Court Special Session and Budget Workshop at 9:06 a.m. on July 31, 2008.

Ms. Arris informed the Court that they would be receiving an update via email on everything that has been added and deleted from the recommended budget.

Ms. Arris then introduced Caren Skipworth, Director of Information Technology.

I. Director of Information Technology

Information Technology

Information Technology - Shared
Telecom
Telecom - Shared
Records
ERP
GIS

Ms. Skipworth came before the Court with a Power Point Presentation after presenting the Court with an organizational chart. Ms. Skipworth outlined the status of various ongoing projects. Ms. Skipworth introduced Margaret Anderson, Records Manager, who gave an overview of her department. Ms. Skipworth requested the Court reduce the budget for the Records Department as follows: \$1,000 less for Education and Conference; \$2,500 less for computer software; \$500 less for Dues and Subscriptions. Commissioner Hoagland moved to approve, Commissioner Cole seconded, and the motion passed with a 5-0 vote of the Court. (Time: 9:20:16 a.m., 07/31/2008)

Ms. Skipworth had Tim Nolan, GIS, come before the Court with a handout of his department's job descriptions and an update of services offered by his department. Mr. Nolan spoke about custom maps and the cost to create those. Ms. Skipworth requested the Court reduce the budget for GIS as follows: \$700 less for computer supplies and \$1,000 less for computer software. Commissioner Hoagland moved to approve, Commissioner Ward seconded, and the motion passed with a 5-0 vote of the Court. (Time: 9:26:33 a.m., 07/31/2008)

Ms. Skipworth then introduced Greg Elliott, ERP Project Manager, who handed the Court a handout of job descriptions for his department. Mr. Elliott worked closely with HR in implementing PeopleSoft. A discussion of PeopleSoft ensued. Ms. Skipworth requested the Court reduce the budget for ERP as follows: \$1,000 less for Education and Conference and \$450 less for office supplies. Ms. Skipworth requested \$72,000 for an Oracle 10g upgrade to be placed in program contingency. Mr. Elliott offered an explanation of the Oracle 10g upgrade. Commissioner Hoagland moved to approve, Commissioner Ward seconded, and the motion passed with a 5-0 vote of the Court. (Time: 9:43:58 a.m., 07/31/2008)

Ms. Skipworth next addressed Telecom, and continued with her Power Point presentation, stating the telephone system receives over 550,000 calls per month. Ms. Skipworth requested the Court reduce the budget for Telecom by \$2,000 for Education and Conference. Commissioner Hoagland moved to approve, Commissioner Ward seconded, and the motion passed with a 5-0 vote of the Court. (Time: 9:57:25 a.m., 07/31/2008)

Ms. Skipworth next addressed Telecom Shared, and requested the Court reduce the budget as follows: \$14,050 less for Consulting; \$3,000 less for pager leasing, with more reductions in 2010. Commissioner Hoagland moved to approve, Commissioner Ward seconded, and the motion passed with a 5-0 vote of the Court. (Time: 10:03:31 a.m., 07/31/2008)

Ms. Skipworth then gave an overview of the IT Department, outlining the organizational chart and stating it was the largest department. Mike Jenkins is the team lead for CIJS. Ms. Skipworth requested that two interns be replaced with one full-time employee. The Power Point presentation continued with IT services provided. Ms. Skipworth requested the Court reduce the budget for IT as follows: \$2,000 less for Education and Conference, \$3,000 less for in-house training. Ms. Skipworth requested that the training budget not be reduced due to training necessary for 1,400 employees on Vista. Commissioner Hoagland moved to approve, Commissioner Ward seconded, and the motion passed with a 5-0 vote of the Court. (Time: 10:32:49 a.m., 07/31/2008)

Ms. Skipworth requested the Court reduce the IT Shared Budget as follows: \$3,000 less for computer supplies. Commissioner Hoagland moved to approve, Commissioner Ward seconded, and the motion passed with a 5-0 vote of the Court. (Time: 10:33:28 a.m., 07/31/2008)

Ms. Skipworth returned to her organizational chart, and spoke about the ITL model (Information Technology Library). Lanette Saetre, Assistant Director of Information Technology, came forward with an explanation and update of ITL. Ms. Skipworth stated she was available to answer any questions, if necessary. Judge Self thanked Ms. Skipworth for reducing her budget.

Judge Self recessed the Budget Workshop at 10:44 a.m. and reconvened the Budget Workshop at 11:01 a.m.

Ms. Skipworth again came before the Court stating she would like to decommission the old AS400 825. She proposed the purchase of additional equipment to place on the i5, which is a newer 400. Upfront cost would be \$200,000. Additionally, annual maintenance for AS400 825 is \$100,000. The new system would have a three-year warranty, so there would be no maintenance costs the first three years; fourth year, maintenance would be \$20,000. Ms. Skipworth felt the old equipment could be sold. Commissioner Hoagland moved to approve, Commissioner Ward seconded, and the motion passed with a 5-0 vote of the Court. (Time: 11:05:33 a.m., 07/31/2008)

Ms. Arris introduced Cynthia Jacobson, Director of Human Resources.

m. Director of Human Resources

Human Resources
Human Resources - Shared
Risk Management
Veterans
Risk - Liability Insurance
Risk - Worker Compensation
Risk - Unemployment Insurance
Risk - Health Insurance
Employee Paid Benefits

Ms. Jacobson stated HR oversees nine budgets: three are operational, six require accountants. Ms. Jacobson presented a Power Point outlining the duties and responsibilities of the Human Resources Department. Ms. Jacobson highlighted the improvements to the HR Department since she came in 2001. Currently one HR employee supports 136 employees; nationwide standard is one HR employee per 100 employees. Ms. Jacobson also listed the duties and responsibilities of her staff. Ms. Jacobson requested an additional \$5,000 for testing software for job applicants. Commissioner Ward moved to approve, Commissioner Hoagland seconded, and the motion passed with a 5-0 vote of the Court. (Time: 11:29:57 a.m., 07/31/2008)

Ms. Jacobson also requested a new staff member. HR has one of the highest turnovers in the County. The Benefits area has one employee to service the entire County. Any new employee hired in the County impacts HR from the day they are hired until the day they leave employment. That one Benefits person answers over 16,000 phone calls per year as well as replies to emails. Commissioner Hoagland moved to approve, Commissioner Ward seconded, and the motion passed with a 4-1 vote of the Court. Commissioner Jaynes dissented. (Time: 11:33:59 a.m., 07/31/2008)

Ms. Jacobson addressed the Veterans Services Department, stating there is very little in that budget. It is the number one veterans' service office in terms of productivity in the North Texas region.

Ms. Jacobson continued with her Power Point presentation, discussing the HR Shared budget. This budget impacts other individuals in the County and is often used for training. Discussion and questions and answers followed. (Time: 11:55:20 a.m., 07/31/2008)

Judge Self recessed the Budget Workshop at 11:55 a.m. and reconvened the Budget Workshop at 12:50 p.m.

Monika Arris, Interim Director of Budget and Finance, came before the Court.

n. Interim Director of Budget and Finance

Budget and Finance
Support Services
Support Services - Shared
Court Collection
Indigent Defense Coordinator
Law Library

Ms. Arris handed the Court an organizational chart and outlined the duties and responsibilities of the Budget and Finance Department. In addition to the annual budget, they are responsible for the capital improvement program. Commissioner Hoagland requested a report on indigent defense.

Ms. Arris requested the Court reduce the budget for the Budget Department as follows: \$3,000 less for Education and Conference and \$300 less for office supplies. Commissioner Hoagland moved to approve, Commissioner Jaynes seconded, and the motion passed with a 5-0 vote of the Court. (Time: 12:58:38 p.m., 07/31/2008)

Ms. Arris requested the Court reduce Support Services Shared budget by \$20,000 for fax supplies. Commissioner Hoagland moved to approve, Commissioner Cole seconded, and the motion passed with a 5-0 vote of the Court. (Time: 1:01:56 p.m., 07/31/2008)

Ms. Arris requested the Court reduce the Court Collection Budget as follows: \$800 less for travel reimbursement, \$1,800 less for office supplies, and \$7,500 less for dues and subscriptions. Commissioner Jaynes moved to approve, Commissioner Hoagland seconded, and the motion passed with a 5-0 vote of the Court. (Time: 1:02:46 p.m., 07/31/2008)

Ms. Arris requested the Court reduce the Indigent Defense Budget as follows: \$600 less for office supplies and \$450 less for copier maintenance. Commissioner Jaynes moved to approve, Commissioner Cole seconded, and the motion passed with a 5-0 vote of the Court. (Time: 1:04:15 p.m., 07/31/2008)

Stacey Sloan, Court Collections Department, came forward with a Power Point presentation. Court Collections is a new department, sixteen months old, per Senate Bill 1863. Ms. Sloan gave a review of her department, stating total misdemeanor collections to date have been \$5,400,000. Discussion followed between the Court, Ms. Sloan and Judge Raleeh concerning fines and collections for the JP courts. Ms. Sloan stated she would like additional staff to work with the felony courts. Commissioner Hoagland and Judge Self thought it was "worth looking at". (Time: 1:33:42 p.m., 07/31/2008)

Ms. Arris stated Dr. William Rohr, Medical Examiner, wanted to re-address the Court.

Dr. Rohr again came before the Court with additional information pertaining to his request for a part-time medical examiner. Dr. Rohr stated by hiring a part-time medical examiner to work when he is unavailable, the County will save \$87,443 per year by not having to send cases to other counties. Commissioner Hoagland moved to approve, Commissioner Cole seconded. Commissioner Ward stated she wanted to support this, but wanted an opinion from D.A. Roach first so the Court could make an informed decision. Commissioner Hoagland withdrew his motion for one day. (Time: 1:47:33 p.m., 07/31/2008)

The Court recognized Paul Raleeh, Justice of the Peace, Pct. 1, Judge Raleeh had two follow-up issues, the first one regarding collections. Discussion followed between the Court and Judge Raleeh. Commissioner Ward offered to facilitate a meeting between the JP's, Ms. Sloan, and Ms. Arris to work on coordinating court collections. Judge Raleeh next addressed the issue of the Teen Court Coordinator. Judge Raleeh gave background on the position and how supervision was handled. (Time: 1:59:44 p.m., 07/31/2008)

Sheriff Terry Box again appeared before the Court to address the issue of marked squad cars. Sheriff Box presented background on the marking of the vehicles. Judge Self stated the Court was considering branding all Collin County vehicles alike. Commissioner Jaynes thought they should "leave well enough alone". A discussion of unmarked cars followed. Judge Self asked Mr. Kleinheksel for an estimate to have the constable's cars marked the same as the sheriff's cars. Sheriff Box next addressed the issue of the car wash, stating his department spent \$4,000 last year on car washes, but he could cut that if necessary. (Time: 2:15:50 p.m., 07/31/2008)

Judge Self recessed the Budget Workshop at 2:15 p.m. and reconvened the Budget Workshop at 2:30 p.m.

4. Outside Agencies Presentations

Ms. Arris stated the Court would now hear overviews from seven outside agencies.

a. CPS

Ms. Arris stated there were no representatives present for CPS. They have requested an additional \$1,400. Commissioner Hoagland moved to approve, Commissioner Cole seconded, and the motion passed with a 5-0 vote of the Court. (Time: 4:18:26 p.m., 07/31/2008)

b. History Museum

Bryan P. Lean, Curator of Collections and Exhibits/Acting Director, North Texas History Center, stood before the Court and gave an update on the History Museum. When Mr. Lean was promoted to Acting Director in February 2008, he began operating the business like a business. Mr. Lean showed a Power Point which highlighted, among other things, the History Museum's many accomplishments. Mr. Lean requested the following: \$100,000 to help the History Museum reach self-sufficiency; \$6,000 for the Collin County Farm Museum; \$11,150 for a 1940's era Living History Museum; and \$9,300 for utility costs.

Linda Dixon, Manager, Myers Park, spoke about Myers Park's partnership with the History Museum.

Victoria Day, History Museum Board of Directors, stated the museum does not currently have a fundraiser on staff. Commissioner Ward said she is supportive of this request as a "one time thing". Commissioner Jaynes moved to approve, Commissioner Ward seconded, and the motion passed with a 3-2 vote of the Court. Commissioners Cole and Hoagland dissented. (Time: 3:28:40 p.m., 07/31/2008)

c. Fireman's Association

Jimmy Knipp, President, Collin County Fireman's Association, showed the Court a brief Power Point presentation listing the number of emergency responses in unincorporated areas of the County, which included 2,400 calls during the 2006 drought. Mr. Knipp requested additional funding up to \$1,000,000. \$50,000 would continue to be used for education and training, leaving money available for a per run cost of \$475 versus the current cost of \$325, based on 2,000 runs per year. This amount would also help to offset the high cost of fuel, insurance and maintenance. Commissioner Jaynes moved to approve, Commissioner Hoagland seconded, and the motion passed with a 4-1 vote of the Court. Judge Self dissented. (Time: 2:54:31 p.m., 07/31/2008)

d. Historical Commission

Lolisa Laenger, Chairman, Collin County Historical Commission, stated since her commission is appointed by the Collin County Commissioners, all funding comes from Collin County. Ms. Laenger requested \$20,000 less than originally submitted in her department's budget. Programs and services were itemized and explained to the Court. \$1,000 was requested for a program called Collin County Cruises and the hire of a temporary part-time administrator to coordinate that program. Ms. Laenger would like the \$17,000 which remained in line item two for

Civil War re-enactments to be encumbered for next year. \$5,000 is needed to print new brochures, and a request was made to have that added to the \$5,500 encumbered from 2008. Additionally, \$1,400 is needed for shipping and distribution of county brochures. \$7,000 is also needed for the kids' historic education project. Money is also requested for state and county markers for historic sites. Ms. Arris stated the encumbrance has been released, which, when added to this year's budget, gave them a total of \$60,000. Discussion followed. Commissioner Hoagland moved to approve \$13,750 in addition to the existing \$60,000, Commissioner Ward seconded, and the motion passed with a 5-0 vote of the Court. Ms. Laenger stated the Historical Commission needed two more Board members appointed. (Time: 3:48:27 p.m., 07/31/2008)

f. Libraries Assistance

Joyce Baumbach, Director of Libraries, City of Plano, spoke on behalf of Collin County Libraries. Ms. Baumbach was requesting \$299,220 for FY2009 from Collin County which represented \$0.40 per 748,050 citizens. Commissioner Jaynes moved to approve, Commissioner Ward seconded, and the motion passed with a 4-1 vote of the Court. Commissioner Hoagland dissented. (Time: 2:41:56 p.m., 07/31/2008)

g. LifePath

Rick Crawford, Chairman of the Board, LifePath Systems, thanked the Court for their support this past year. Demands for services increase as population increases; however, LifePath is not asking for additional funds. Randy Routon, Executive Director, LifePath Systems, came forward with an update on LifePath's standing within the County and a projection of future needs. Mr. Routon also shared success stories. Commissioner Ward moved to approve funds as requested for LifePath and Northstar in budget, Commissioner Cole seconded, and the motion passed with a 5-0 vote of the Court. (Time: 4:10:48 p.m., 07/31/2008)

h. Northstar

No representative spoke on behalf of Northstar.

Commissioner Cole recognized and thanked George Stewart, who is retiring next year, for his years of service on MHMR. (Time: 4:11:55 p.m., 07/31/2008)

Judge Self recessed the Budget Workshop at 4:11 p.m. and reconvened the Budget Workshop at 4:17 p.m.

Ms. Arris stated no one was present to speak on behalf of the Collin County Central Appraisal District, which is funded by all tax jurisdictions within Collin

County, based upon a percentage share of total amount of taxes levied. The FY2009 proposed budget is \$1,176,224, which is an increase of \$51,476 from last year. Commissioner Hoagland moved to approve, Commissioner Cole seconded, and the motion passed with a 5-0 vote of the Court. (Time: 4:20:34 p.m., 07/31/2008)

Judge Self recessed the Budget Workshop for the day at 4:20 p. m. without recessing into Executive Session on July 31, 2008.

Friday, August 1, 2008

Judge Self reconvened Commissioners Court Special Session and Budget Workshop at 9:07 a.m. on August 1, 2008.

Judge Self recognized Commissioner Kathy Ward for being named one of the thirty most influential people in Collin County by Inside Collin County Business.

Ms. Arris stated the Court had received an update of the add/delete list as well as personnel summaries.

Judge Self recessed Commissioners Court Special Session and Budget Workshop and convened Health Care Foundation Budget Workshop. (Time: 9:07:35 a.m., 08/01/2008)

5. Health Care Foundation Budget Workshop

Item No. 1 Call to order. The Board will convene in open session for consideration of the following business matters:

Item No. 2 Consent agenda to approve:

- a. AI-28887 Filing of the July 28, 2008, Special Session Agenda.

HCF RESOLUTION 2008-2075-08-01

Item No. 3 Health Care Administrator

Health Care
WIC
Substance Abuse
Employee Clinic
Grants

Candy Blair, Health Care Administrator, thanked the Board for their support and recognized her staff for meeting the needs of the residents of Collin County. Ms.

Blair presented a binder to the Board and outlined a Power Point entitled "Collin County Health Care Services". The numerous services provided by the 51 employees of the Health Care Department were outlined, such as breast cancer screening, indigent health care, international travel clinic, employee clinic, STD clinic, and substance abuse. WIC (Women, Infants and Children) has 21 employees, fully funded by WIC. 70% of employees are funded either by WIC or a grant. The immunization program averages 23,000 immunizations per year.

Currently there are 34 active cases of TB in Collin County, which resulted in 3,700 home visits and 1,461 office visits.

Michelle Patrick, WIC Supervisor, came before the Board and spoke about her department and the non-profit grant program. PrimaCare offers indigent health care. Discussion followed. President Self thought it was time to wean non-profits due to the success of the PrimaCare program and made a motion to drop that line item to zero, Trustee Hoagland seconded, and the motion failed with a 3-2 vote of the Board. Trustees Jaynes, Ward, and Cole dissented. Trustee Jaynes noted PrimaCare is not available in the northern county. (Time: 9:54:17 a.m., 08/01/2008)

Trustee Ward moved to reduce the line item from \$300,000 to \$150,000, President Self seconded, and the motion failed with a 3-2 of the Board. Trustees Hoagland, Jaynes, and Cole dissented. (Time: 9:56:10 a.m., 08/01/2008)

Discussion continued regarding PrimaCare and service agreements. Trustee Jaynes moved to keep PrimaCare funding at \$400,000 and to expand PrimaCare to the northern parts of the county, Trustee Ward seconded, and the motion passed with a 4-1 vote of the Board. Trustee Hoagland dissented. (Time: 9:59:07 a.m., 08/01/2008)

Trustee Ward moved to lower service agreements from \$300,000 to \$200,000, Trustee Jaynes seconded, and the motion passed with a 3-2 vote of the Board. Trustees Hoagland and Cole dissented. (Time: 10:01:09 a.m., 08/01/2008)

Ms. Blair gave an update of clinic fees, grant writing, and future goals. Ms. Blair had requested two positions in her original budget: TB contact investigator and TB intake clerk. Also, a request was made for hepa filter masks. Ms. Blair stated they will not be requesting those items now and her budget can be reduced accordingly.

Trustee Hoagland moved to approve budget decreases as itemized by Ms. Blair, Trustee Ward seconded, and the motion passed with a 5-0 vote of the Board. (Time: 10:12:41 a.m., 08/01/2008)

President Self recessed the Health Care Budget Workshop at 10:12 a.m. and reconvened Commissioners Court Special Session and Budget Workshop at 10:26 a.m.

6. Reconvene Commissioners Court Budget Workshop

As Budget Workshop was reconvened at 10:26 a.m., Judge Self noted “we are not spending profits; we are spending taxpayer dollars”.

Cynthia Jacobson, Human Resources, again appeared before the Court.

a. Compensation and Other Benefits

Benefits Discussion
Certification Pay/Special Units Pay
Employee Insurance
Retiree Insurance/GASB 45

Ms. Jacobson first addressed Retiree Insurance/GASB 45 with a Power Point and explanation. Ms. Jacobson said external auditors come in every year to review GASB 45. Judge Self read, “there is a paragraph in here that says: implementation is required for the county in the first fiscal period beginning after December 15th, 2007. We recommend the county begin to formulate strategies to meet the demands”.

Ms. Jacobson continued the Power Point presentation, noting the projected actuarial amount for retiree health benefits was approximately \$86,500,000; the annual amount that must be notated on financial statement under GASB 45 rules is \$7,800,000 due to 30 year amortization. (For more details refer to attached presentation).

Ms. Jacobson had two requests for the Court: one, does the Court wish to put that amount on the financial statement per GASB 45; and, two, the County needs to look at a funding level for claims so money is set aside and available when needed. Ms. Jacobson requested funding in the amount of \$1,200,000, which is three times the current claims estimate. Commissioner Hoagland moved to approve, Commissioner Self seconded, and the motion passed with a 5-0 vote of the Court. (Time: 10:42:58 a.m., 08/01/2008)

Judge Self moved to follow GASB 45 rules, Commissioner Hoagland seconded, and the motion passed with a 4-1 vote of the Court. Commissioner Cole dissented. (Time: 10:45:05 a.m., 08/01/2008)

Ms. Jacobson next discussed TCDRS and passed out a retirement plan assessment given at the TCDRS conference. The Power Point continued, outlining benefits provided and payroll rates. Collin County has budgeted for unfunded liability. Ms. Jacobson needed a determination from the Court for a cost of living adjustment, and different options were itemized. Also, Ms. Jacobson questioned whether the Court wanted to stay at 12.5% for unfunded liability. Commissioner Hoagland moved that the County move to 13%, Commissioner Cole seconded, and the motion passed with a 5-0 vote of the Court. (Time: 10:54:29 a.m., 08/01/2008)

Commissioner Hoagland moved to approve a 4% cost of living adjustment, Commissioner Cole seconded, and the motion passed with a 5-0 vote of the Court. (Time: 10:54:29 a.m., 08/01/2008)

Ms. Jacobson continued with the FY2009 benefits presentation with a discussion of medical and dental expenses – budget amount vs. claims per employee. Coverage, plans, and comparables were explained. Employees' premiums, deductibles, co-pays, and prescriptions were discussed. Commissioner Hoagland moved to impose a \$50 ER co-pay, Commissioner Cole seconded, and the motion passed with a 5-0 vote of the Court. (Time: 11:51:23 a.m., 08/01/2008)

A discussion followed between the Court and Ms. Jacobson on the subject of co-pays. Commissioner Jaynes moved to adjust co-pays to \$15 for PrimaCare and \$30 for a specialist, Commissioner Hoagland seconded, and the motion passed with a 5-0 vote of the Court. (Time: 12:11:59 p.m., 08/01/2008)

Next was a discussion of out-of-pocket expenses and incentives to keep employees within network. Commissioner Jaynes moved to lower premiums by \$20 per month for employees who get a physical and complete a health assessment form, Commissioner Hoagland seconded, and the motion passed with a 5-0 vote of the Court. (Time: 12:35:19 p.m., 08/01/2008)

Judge Self recessed Budget Workshop at 12:38 p.m. and reconvened Budget Workshop at 1:41 p.m.

b. Discussion and announcement of Recommended Elected Officials Salaries

Ms. Jacobson discussed employees on pay-for-performance and those not and how the raise percentage would work. Sheriff Box requested the opportunity to speak. Commissioner Hoagland moved to allow Sheriff Box to speak,

Commissioner Ward seconded, and the motion passed with a 5-0 vote of the Court. (Time: 1:51:06 p.m., 08/01/2008)

Sheriff Box spoke about history and employees lost to other law enforcement agencies. Discussion of law enforcement salaries followed.

Commissioner Jaynes moved to approve market move, with a 2.5% raise for employees, plus 1% for pay-for-performance, Commissioner Ward seconded, and the motion passed with a 5-0 vote of the Court. (Time: 2:36:20 p.m., 08/01/2008)

Ms. Jacobson next discussed benefits and compensation. The Power Point then highlighted auto allowances and mileage. Discussion followed regarding the pros and cons of auto allowance versus mileage. Commissioner Hoagland moved to eliminate auto allowances, reimbursing strictly for mileage, except for the Sheriff's Office. The motion failed for lack of a second.

Ms. Jacobson led the discussion of certification and special duties pay. Ms. Jacobson noted it was more common for cities to pay certification pay than counties; she covered the requirements for certification pay. Commissioner Jaynes moved to approve certification pay for law enforcement. Commissioner Hoagland felt it would be taken care of with PFP and should be up to the supervisor. Commissioner Jaynes stated this would be a decrease for people who put their lives on the line every day. Judge Self stated the motion failed for lack of a second. (3:07:32 p.m., 08/01/2008)

1. AI-28699 Uniform Pay Policy. Judge Self read the following statement into the record: "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 and badge readers shall be used to record employee time." Commissioner Jaynes moved to approve this statement, Commissioner Ward seconded, and the motion passed with a 5-0 vote of the Court. (Time: 3:08:57 p.m., 08/01/2008)

COURT ORDER NO. 2008-540-07-08

2. AI-28700 Elected Officials Compensation. Judge Self stated the Citizens Committee voted unanimously on a 3.5% pay raise for all elected officials. Judge Self noted his salary is frozen. Commissioner Ward stated she would like her raise to be split between MHMR and CPS. Commissioner Jaynes commended Commissioner Cole for coming up with the concept of a Citizens Committee; stated he would donate his raise to the volunteer fire departments in his precinct; then made a motion to approve, Commissioner Hoagland seconded,

and the motion passed with a 5-0 vote of the Court. (Time: 3:11:27 p.m., 08/01/2008)

COURT ORDER NO. 2008-541-07-08

Judge Self recessed the Budget Workshop at 3:11 p.m. and reconvened the Budget Workshop at 3:20 p.m.

Monika Arris, Budget, again appeared before the Court.

c. Update on Add/Delete during Budget Process

Ms. Arris handed the Court an update of items added and deleted and personnel added during Budget Workshop, noting the Court just changed salaries from what is in the recommended budget. During Budget Workshop, the Budget was increased by \$3,600,000 to \$265,600,000. The Operating Budget was increased to \$173,700,000, the General Fund is now \$151,000,000, and Road and Bridge is now \$19,700,000. Total authorized positions: 1,792. (Time: 3:31:40 p.m., 08/01/2008)

d. Discussion of FY2009 Tax Rate

1. AI-28701 Total Tax Rate. Ms. Arris stated the average homeowner will pay \$533.15 in County taxes with the newly adopted \$5,000 homestead exemption. Commissioner Jaynes moved to instruct Ms. Arris to proceed with the ¼ cent tax cut, Commissioner Ward seconded, and the motion passed with a 4-1 vote of the Court. Commissioner Hoagland dissented. Commissioner Hoagland was against this motion, feeling it would be better to leave the tax rate as is, spend down reserves, and devote money to the Outer Loop. (Time: 3:36:46 p.m., 08/01/2008)

COURT ORDER NO. 2008-542-07-08

M&O Tax Rate
Debt Service Tax Rate
Effective Tax Rate
Rollback Tax Rate

e. AI-28702 Set Public Hearing Dates. Judge Self stated the public hearing dates would be: August 26th, 2008, 9:00 a.m., 6th Floor Courtroom, Commissioners Court, 210 S. McDonald Street, McKinney, Texas; and Tuesday, September 2nd, 2008, 7:00 p.m., Collin County Courthouse, 2100 Bloomdale Road, McKinney, Texas.

COURT ORDER NO. 2008-543-07-08

Judge Oldner appeared again before the Court and handed them a document signed by all District Judges stating they were in agreement regarding the position of a District Court Administrator. Judge Oldner was in the process of obtaining signatures from the County Court at Law judges. (Time: 3:42:35 p.m., 08/01/2008)

Judge Self read the public notice on tax increase as required by the state legislature: "Last year the Collin County property tax was \$0.2450. That rate raised \$166,884,575, a portion of which was used to fund operations such as: public safety, to include jail operations and patrol activities with unincorporated and incorporated areas of the county as requested by local law enforcement, as well as Homeland Security funding to provide county and regional homeland security planning efforts; judicial, to include all county-wide criminal, civil, and misdemeanor court systems, in addition to all support functions for these operations; legal, to include all aspects of review and prosecution of cases considered within the county; general, to include policy formulation and implementation, technical support for all county and regional operations, and election support for local and county-wide elections; public works, to include all county road maintenance activities and the implementation of the county's 10-year asphalt program, in addition to environmental clean-up and bulky household trash disposal; permanent improvements, to include the cash funding of the new administrative facility and to repair and improve various county facilities, such as upgrading the electrical and fire alarm systems at the justice center facility and upgrades to the central plant. This year Collin County is proposing a property tax rate of \$0.2425, that rate would raise \$174,324,065, which is \$7,439,490 more than the taxes imposed last year. By contrast, for a \$100,000 home with the newly adopted \$5,000 homestead exemption, this additional tax revenue will decrease taxes by \$12.25.

"Two public hearings have been scheduled to consider the increase: the first public hearing will be held on August 26th at 9:00 a.m. in the Commissioners Court Courtroom, located in the Collin County Government Center, 210 S. McDonald Street, Suite 626, McKinney, Texas; the second will be held September 2nd, 2008, at 7:00 p.m., at the Bloomdale Courthouse in the Central Jury Room. You have the right to attend the hearings and make comments. You are encouraged to attend and make comments if you wish. The tax rate: the tax rate adoption must be made in the following form; I move that the property taxes be increased by the adoption of a tax rate of \$0.2425."

Judge Self asked the Commissioners the following question concerning additional personnel approved during this Budget Workshop: does the Court want to ask the department heads and elected officials to transition staff they already have? Commissioner Jaynes thought if they could do it, fine, but he would not require it. Commissioner Cole could not support that idea due to the continual growth of the county. Commissioner Ward noted there are only ten

new positions after the grant-funded positions and staffing for the new District Court,

Judge Self thanked everyone for their hard work and participation in Budget Workshop.

EXECUTIVE SESSION

Executive Session, in accordance with Chapter 551 of the Government Code. The Court did not recess into Executive Session.

There being no further business of the Court, the Special Session and Budget Workshop was adjourned at 3:53 p.m. on August 1, 2008.



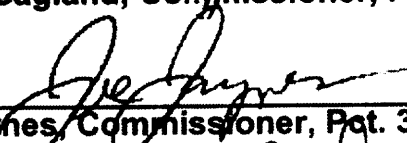
Keith Self, County Judge



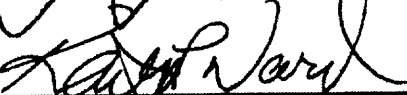
Phyllis Cole, Commissioner, Pct. 1



Jerry Hoagland, Commissioner, Pct. 2



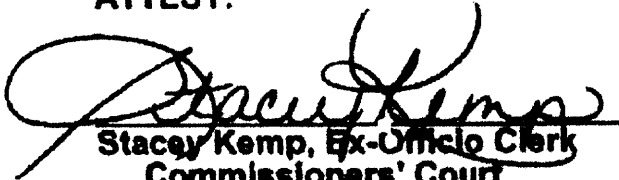
Joe Jaynes, Commissioner, Pct. 3



Kathy Ward, Commissioner, Pct. 4



ATTEST:



Stacey Kemp, Ex-Officio Clerk
Commissioners' Court
Collin County, TEXAS