

STATE OF TEXAS
COUNTY OF COLLIN

COMMISSIONERS' COURT BUDGET WORKSHOP
SPECIAL SESSION MINUTES
AUGUST 17-18, 2009

On Monday, August 17, 2009, the Commissioners Court of Collin County, Texas, met in regular session in the Commissioners' Courtroom, Jack Hatchell Administration Building, 4th Floor, 2300 Bloomdale Road, City of McKinney, Texas, with the following members present, and participating, to wit:

Present: Judge Keith Self
Precinct 1 Commissioner Matt Shaheen
Precinct 2 Commissioner Jerry Hoagland
Precinct 3 Commissioner Joe Jaynes
Precinct 4 Commissioner Kathy Ward

1. Judge Self convened the meeting of the **Commissioners Court Budget Workshop/Special Session** to order at 9:00 a.m.
2. Public Comments. There were no public comments.

MONDAY, AUGUST 17, 2009

1. AI-30521 Correction to Plan 8b for redistricting of the Justice of the Peace and Constable (JPC) Precincts, Elections.

Bill Bilyeu, Administrative Services, came forward with a follow-up pertaining to whether three districts should be added to J. P. Terry Douglas's and Constable Joe Barton's precinct, adding Judge Douglas was invited to attend the next budget workshop since these additions will alter his budget and workload. Commissioner Hoagland stated an error had been made in a prior Court and those three precincts should have been in Judge Douglas's and Constable Barton's district. Discussion took place between Mr. Bilyeu and Court members. Constable Paul Elkins, Precinct 1, stated he believed the majority of the constables were in favor of additional precincts; however, Judge Douglas was opposed to additional precincts. Constable Barton was also opposed to the plan. Commissioner Hoagland made a motion to approve Plan 8b for the three precincts in question.

Motion by: Commissioner Jerry Hoagland
Second by: Commissioner Matt Shaheen
Vote: 5 - 0 Passed

COURT ORDER NO. 2009-621-08-17

2. Budget Overview

Commissioner Hoagland stated he would have to excuse himself from Budget Workshop at 2:00 p.m. to attend a funeral.

a. Overview of Budget Workshop Agenda

Monika Arris, Budget, came forward with an overview of the Budget Workshop's presentations and the schedule that would be followed. Judge Self stated the Court would hear all presentations today and then vote on items tomorrow, Tuesday, August 18, 2009, since Commissioner Hoagland had to leave today's session early.

b. Recommended Budget Highlights

Monika Arris, Budget, gave the Court an outline of the Budget Workshop's agenda and then presented highlights of the recommended 2010 Budget via a Power Point presentation. She stated the goal for the 2010 Recommended Budget was to produce a no tax rate increase budget; to maintain the County's 24.25 cent per \$100 valuation tax rate for the next five years; and to continue using the five-year plan to prepare the budget and to fund programs mandated by the State. The combined budget increased by 1.2% this year, for a total of \$3.3 million. Of the total budget, \$22.8 million, which represents the County Auditor, Juvenile, Purchasing and CSCD, is not under the Commissioners' Court authority. Commissioner Shaheen requested a comparison of the revenue increase versus budget increase. Ms. Arris presented the Operating Budget, which increased by approximately 2.7%, or \$4.6 million. The Operating Budget represents the General Fund, the Road and Bridge Fund, the Permanent Improvement Fund and the Jury Fund.

Ms. Arris continued her presentation, stating currently the County has 1793 positions; requested number of positions is 1813. The recommended budget has 1794 positions, which includes two positions for WIC, which are state funded, and up for discussion are positions for the District Clerk and the tax office. Six positions are in contingency for opening a jail pod. Sheriff Box will come before the Court before those positions are opened up. Ms. Arris next explained how her office arrived at the total combined budget. Ms. Arris announced there would be no county tax increase for the 17th straight year; that, in addition to the homestead exemption, would result in \$3.32 less that homeowners would pay this year versus what they paid last year.

Ms. Arris next discussed the items up for discussion. Commissioner Jaynes had questions on House Bill 765 which addresses supplemental pay for County Court at Law Judges. Bill Bilyeu, Administrative Services, came forward with an explanation of House Bill 765.

3. Elected Official / Department Head Presentations

By way of explanation, Judge Self wanted it noted that the following items being addressed were not recommended by Ms. Arris and the Budget office; however, elected officials had the choice to come in and make presentations.

a. Constable, Precinct 1 – Paul Elkins

Constable Paul Elkins, Precinct 1, came forward with a Power Point presentation. Constable Elkins was requesting the following: \$175 for a digital camera with a dock to assist with illegal dumping enforcement and traffic; a dues and subscription increase of \$250 which would allow all of his deputies to become members of the Justice of the Peace and Constables' Association of Texas; an increase of \$250 for printed materials; and \$700 for a cell phone with data for his use, for a total cost of \$1,375. Constable Elkins believed that the \$1,375 could be paid from collected traffic fines and delaying the replacement of an employee that is leaving. Constable Elkins concluded by stating Precinct 1 had the lowest operating cost per employee of any Constable's office in Collin County.

b. District Clerk – Hannah Kunkle

Patricia Crigger, District Clerk's office, came forward requesting the addition of a tax clerk position. This position would enable Collin County to collect delinquent taxes faster and more efficiently. There are currently approximately 950 pending cases. Attorney David McCall is willing to fund half of the position and Ms. Crigger felt they could fund the other half of this position out of their document preservation fund so it would not cost the county any money. Additionally Ms. Crigger discussed the possibility of taking a Clerk 1 position from the civil front counter and making it a Clerk 2 position for a difference of \$2,700. This is needed to assist a supervisor who is handling both a court and a large staff. Judge Self stated since this is a reclass, it will be considered separately. Hannah Kunkle, District Clerk, came forward to add that her office will soon be receiving a new \$5 fee for records preservation which will create additional revenue.

c. Justice of the Peace, Precinct 3–1 – Johnny G. Lewis

Justice of the Peace Johnny Lewis, Precinct 3-1, came forward and presented the Court with a handout. Judge Lewis was requesting a staff increase of one clerk for FY2010 due to additional boundaries as a result of redistricting. Judge Lewis gave the Court a briefing on the history of his Court for the last five years, stating revenues collected. Precinct 3-1 has collected \$800,000 in revenues to date for FY2009, which represented an increase of 19%. Discussion with Court members followed regarding precinct boundaries. Commissioner Hoagland wanted an analysis of how the redistricting will affect workloads on a per clerk basis for J.P. courts and constables. Ms. Arris stated there is a per clerk breakdown in the Court's packet under supplemental information. The average

number of employees in the State of Texas for J.P. courts is nine; Collin County has 5.75 employees per J.P. court. Judge Self stated redistricting was an attempt to balance the workload in the J.P. courts and it is still unknown how the redistricting will work. Judge Lewis stated J.P. 3-1 clerks process 2,433 cases per year compared to 1,540 cases per year for the other courts. His clerks answer 4,561 phone calls per year compared to an average of 4,094 for the other justice of the peace courts combined.

d. Elections Administrator – Sharon Rowe (via conference call)

Ms. Arris requested a five-minute recess in order to set up the conference call with Ms. Rowe. Judge Self recessed Commissioners Court at 10:35 a.m. Commissioners Court was reconvened at 10:40 a.m.

Sharon Rowe, Elections Administrator, spoke to the Court via conference call. Ms. Arris stated Elections' request can be found in the supplemental information section of the Court's packet. Ms. Rowe was requesting a new position: voting equipment service technician. Ms. Rowe gave details as to the necessity for this position, stating it would greatly reduce the amount of overtime currently needed. Under House Bill 2524, an "extra set of eyes" is needed. Temporary workers have been used in the past, but a higher level of technical knowledge is required. Commissioner Shaheen had questions of Ms. Rowe. Ms. Arris came forward to explain reductions in the Election budget.

e. District Attorney – John Roach

This item was taken out of order and heard before item 3d. John Roach, District Attorney, requested the following positions for the Family Justice Division: the hiring of an additional felony prosecutor and felony investigator and the elimination of a misdemeanor investigator position to be replaced by the creation of a felony investigator position so a current employee can be promoted. Judge Roach gave background on the improvements made to the District Attorney's office since he took office in 2003. One of the positions he requested would be a reclass. Cynthia Jacobson, Human Resources, came forward to discuss the reclass request. Funding for a reclass is considered within a department's budget. Alyson Dietrich, Chief of Family Justice Division, came forward with input. She stated the 417th Court by law hears all juvenile cases, but they are often running a double docket. Judge Self asked Judge Roach how the Court should handle his request. Judge Self replied the biggest priority any government has is public safety. The Court needs to prioritize how they want to spend money, but Judge Roach felt a good way to do that would be on public safety.

f. Constable, Precinct 2 – Joe Barton

Constable Joe Barton, Precinct 2, asked to be on the agenda due to the recent redistricting; it was assumed a deputy would be reassigned from Precinct 1 to his

office to help with the additional territory for which he was now responsible and Constable Barton wanted to make sure that would get done. Judge Self stated the J.P.'s and constables would have to get together and discuss the reassigning of personnel. Constable Barton discussed redistricting and the additions to his precinct with the Court. He was asking for a deputy out of Precinct 3 also. Commissioner Hoagland asked Judge Paul Raleeh, Precinct 1, to work with Mr. Bilyeu to get a resolution to this matter.

g. Tax Assessor Collector – Kenneth Maun

Kenneth Maun, Tax Collector/Assessor, came forward and presented the Court with a handout entitled "Tax Assessor Collector Hard Dollar Collections". Mr. Maun stated his office does not cost the County anything; rather, they present the County with millions of dollars in revenues. His office is not an expense to the county; as a result, he was looking for additional staff to keep up with the growing work volume. Mr. Maun was requesting three motor vehicle employees, one employee for accounting, and one administration employee. Judge Self asked Mr. Maun to quantify his need for additional staff. Commissioner Shaheen wanted to see a measure of benefit from money spent for new computer software.

Judge Self stated all votes would be taken tomorrow following all presentations.

Mr. Maun concluded by stating there are 80 new vehicles per day registered in Collin County and his office collects a fee for all of those. Commissioner Hoagland wanted an analysis of fees for taxes collected, wondering if fees were high enough.

Judge Self asked Ms. Arris to come forward. He stated he wanted to reduce the administrative work force in Administration Services. Currently six officials are supported by four administrative positions. Judge Self recommended for consideration that one of those four positions be deleted; the employee would not be fired but would be moved to another area of the county.

Judge Self moved next to AgriLife Extension Service which has four case officers that are supported by 2-1/2 administrative employees. He recommended that one administrative assistant be used for that position. These will be discussed further tomorrow on item 7c, the add/delete list. Commissioner Jaynes did not feel comfortable discussing these items since they were scheduled for tomorrow's agenda. Judge Self stated he was asking for an outline of items the Commissioners wanted to discuss. Commissioner Hoagland wanted to discuss a salary the County pays for a person in the Department of Public Safety; he felt that should be a State function; not a County function. Commissioner Shaheen wanted elected officials salaries kept flat. Ms. Arris said that will be discussed tomorrow and she has numbers to reflect a 0% increase for elected officials. Commissioner Shaheen wanted to discuss dues and subscriptions as well as

current vacant positions; do they really need to be filled? Judge Self suggested a hiring freeze for any positions over six months old. A slide is presented by Judge Self entitled "Property Taxes Lag Private Economy Change". Judge Self did not believe the County's economy would see an increase until December 2012. Commissioner Ward wanted taxpayers to know that since the County has been fiscally responsible, it is not a doom and gloom forecast. Judge Self noted the county maintained a triple A bond rating. Commissioner Shaheen stated if we are collecting too much money from our taxpayers, we should consider a tax cut.

Judge Self recessed Commissioners Court at 11:37 a.m. Commissioners Court was reconvened at 1:00 p.m.

4. Outside Agencies Presentations

a. CPS

Tracey Dry, President of the CPS Board for Collin County, came forward to explain their proposed budget for FY2009-2010. CPS is asking for the same amount of funding as last year despite an increase in the number of children receiving services. Ms. Dry explained her budget to the Court and then answered questions. Commissioner Jaynes thanked Ms. Dry for not asking for an increase in their budget. Ms. Dry stated that the current CPS Board members actively conduct fundraisers to help offset their expenses.

b. North Texas History Center

Judge Self recognized Greg Roberts from Denton County for merging the Collin County History Center with the Denton County History Museum. Victoria Day, Executive Director, North Texas History Center, had a Power Point presentation showing the Court how the History Center used the money the Court gave them last year. The History Center is trying to reinvent itself by becoming a part of the cultural mainstream of the community. The plan is to move toward self-sufficiency by planning and implementing effective fundraising events. Ms. Day answered questions from the Court.

Commissioner Hoagland left the courtroom.

c. Historical Commission

Loydell Seward, Vice Chairwoman, came forward in place of Chairwoman Lolisa Laenger. Ms. Seward stated she did not feel qualified to discuss their budget, but gave a presentation on their programs. Eric Nishimoto complimented the Historical Commission for their work and then addressed their budget. Ms. Arris stated \$49,900 was the recommended budget for the Historical Commission. The Historical Commission has applied for \$54,000 in grants. Mr. Nishimoto explained the differences in numbers to the Court. Victoria Day returned to the

podium at the request of Judge Self. Judge Self asked Ms. Day and Ms. Seward if they saw a benefit to the County in consolidating their two organizations. Ms. Seward said the Historical Commission is an arm of the County appointed by the Commissioners and under their umbrella is the North Texas History Center. Discussion followed. Judge Self again asked them to consider the consolidation.

d. Fireman's Association

Jimmy Knipp, Chief of Branch Fire Department and President of the Collin County Fireman's Association, came forward with a Power Point presentation. Chief Knipp presented the Court with an update on the Fireman's Association, highlighting the number of runs per year and the dollars spent per emergency response. The cost per run has escalated over the past ten years. Commissioner Shaheen wanted an explanation as to the increase in cost per run from 1994 to the present which Chief Knipp provided. Discussion followed among Court members. Chief Knipp requested that the Court fund the FY2009/2010 Budget to remain at \$1 million to help the Fire Departments better serve the rural communities. Chief Knipp answered questions from the Court. Commissioner Hoagland gave a briefing on a proposed Fire District which was voted on several years ago.

e. Libraries Assistance

Joyce Baumbach, Director of Libraries, City of Plano, came before the Court representing Collin County's ten public libraries. In the past the Collin County libraries requested .40 per capita based on the North Central Texas Council of Government population figures which reports Collin County's population at 764,500 citizens. Based on those numbers, Ms. Baumbach was requesting \$305,800 for the 2009/2010 fiscal year. Half of that amount is distributed equally among libraries. Celina Public Library is not eligible for funding this year, so it would be distributed among the remaining nine libraries. Ms. Baumbach stated there was an increase in services at libraries this year due to the downturn in the economy. Judge Self asked why they requested a \$5,500 increase in a flat budget year. Ms. Baumbach stated it was due to the increase in the population since funding is on a per capita basis. Ms. Baumbach answered questions from the Court. Judge Self asked Ms. Baumbach to provide the Court with the operating budgets for all of the libraries.

LifePath Systems was not on the agenda, but Dr. Ronald Crawford, Jr., Ed.D, Chairman LifePath Systems, and Dr. Randy Routon, PhD., CEO LifePath Systems, came forward and thanked the Court for their support and assistance. They showed the Court a Power Point highlighting the services provided by LifePath. With an increase in population, services have to be increased. Commissioner Jaynes stepped down due to an interpretation of the law since this item was not on the agenda. Dr. Routon continued with his Power Point and explained their use of County funds. Dr. Crawford and Dr. Routon answered

questions from Commissioner Ward. They were asking for \$112,500 in additional funding. A handout was presented to the Court. Commissioner Ward complimented them on their work. Dr. Crawford stated they are looking into starting a program at the Collin County jail.

Judge Self recessed Commissioners Court at 2:49 p.m. Commissioners Court was reconvened at 2:55 p.m.

5. Permanent Improvement Discussion

Bill Burke, Building Projects Manager, came before the Court for a presentation on recommended Permanent Improvements. Mr. Burke had a Power Point entitled "Construction & Projects" and he went through an itemized list of proposed safety projects, followed by permanent improvement projects, and the costs associated with those projects. Dan James, Facilities, came forward to answer questions from the Court on permanent improvement projects, particularly as they pertained to the jail. Detailed discussion followed on upgrading the UPS system following the Jail Commission inspection. The Court requested that Sheriff Box come before them tomorrow. They had questions regarding expenditures for upgrades for the prison since they have passed their state inspection for the 22nd year in a row. Mr. Burke returned to the podium to continue with his Power Point presentation itemizing permanent improvements. The next items discussed were recommended and contingency safety and maintenance projects, followed by additional questions from the Court.

Judge Self stated that concluded the items on the day's agenda. Commissioner Ward asked Mr. Bilyeu to let the Court know if they can legally discuss items not on the agenda. Mr. Bilyeu replied that he had spoken with the County attorney and was informed that under items 2a and 2b, which are general discussion items, the Court can discuss anything in the Budget, particularly since they are not voting today. Mr. Bilyeu noted that the Constables had met, Constable Barton relayed the information to them, and they moved staff around to meet their needs. No new staff will be needed. The Court thanked Constable Barton for his efforts.

Judge Self asked Ms. Arris to come forward to discuss dues and subscriptions. The County spends almost \$250,000 in dues and subscriptions per year. Mr. Bilyeu came forward to answer questions from Judge Self. Mr. Bilyeu gave a breakdown of the items listed under the Dues and Subscriptions Analysis. Discussion between Mr. Bilyeu and the Court followed on each item. Judge Self wanted newspaper subscriptions placed on the add/delete section of tomorrow's agenda. Discussion continued on the pros and cons of various professional association memberships and newspaper and professional publication subscriptions with input from Court members and various department heads. Mr. Bilyeu proposed cancellation of all newspaper subscriptions unless required by

statute. Judge Self wanted the Court and Mr. Bilyeu to look at these items and continue the discussion tomorrow.

Commissioner Shaheen wanted to discuss job vacancies that are older than six months. Judge Self asked Ms. Jacobson to go to the departments and ask if they can cut positions that are older than six months.

Judge Self recessed Commissioners Court at 4:05 p.m. on Monday, August 17, 2009, stating Court would reconvene tomorrow morning at 9:00 a.m.

TUESDAY, AUGUST 18, 2009

Judge Self reconvened the meeting of the **Commissioners Court Budget Workshop/Special Session** to order at 9:00 a.m.

6. Convene Health Care Foundation

a. Recommended Budget Highlights of Health Care and WIC

Monika Arris, Budget, gave an overview of the day's agenda. Ms. Arris presented the Health Care/WIC Budget through a Power Point presentation. Revenues for FY2010 are placed at \$4.1 million. There are two positions recommended for Health Care which are State funded. The Budget Department was recommending a total increase of \$156,000, or 2.6%, the majority being on the WIC side which is State funded. Ms. Arris answered questions from the Court. Candy Blair, Health Care, came forward with a breakdown of her department's expenses and to address questions from Court members. Ms. Blair stated that funds have not been budgeted for H1N1. Commissioner Shaheen asked Ms. Blair to return to a future Court with an update on swine flu. Commissioner Jaynes suggested a \$500,000 reduction to the Budget with Ms. Blair having the ability to come before the Court and ask for the additional funds as needed. Discussion followed between Ms. Blair and the Court.

Judge Self stated the voting session would now begin and he then read a paragraph from an article in the Texas Public Policy Foundation into the record. Commissioner Hoagland noted the County is spending \$2 million more than they are bringing in; therefore, he cannot support this budget. Commissioner Hoagland felt expenses could be reduced in several areas.

Judge Self recessed the Commissioners Court Budget Workshop and called to order the meeting of the **Health Care Foundation**.

President Self asked Ms. Arris to review the budget for Health Care as discussed. Ms. Arris stated the following was discussed: to reduce Public Health by 1.5%, which brings their budget down to \$4.1 million and 1.5% for WIC which is fully reimbursable. Trustee Ward stated some areas of government are meant

to be revenue generators; this is not. Trustee Jaynes made a motion to approve the Budget at \$4.1 million with an additional \$500,000 being in the Health Care Trust Fund if Ms. Blair needed it in case of emergency, plus WIC reimbursement. Trustee Ward wanted it clarified that in case of emergency, Ms. Blair can come to President Self rather than have to wait for a Court meeting. Trustee Hoagland voted no.

Motion by: Trustee Joe Jaynes

Second by: Trustee Matt Shaheen

Vote: 4-1 Passed

Aye: Trustee Joe Jaynes

Trustee Matt Shaheen

Trustee Kathy Ward

President Keith Self

Nay: Trustee Jerry Hoagland

President Self recessed the Health Care Foundation and reconvened the meeting of the Commissioners Court Budget Workshop.

7. Convene Commissioners Court

Ms. Arris listed the items yet to be discussed. Judge Self said they can vote on a proposed total tax rate, but not O&M or debt service.

Jeff May, Auditor's Office, said according to Mr. Cozad the Court has to settle the new bond issue in Court next week before the Auditor's office can complete their numbers because it affects the debt service tax rate.

a. Compensation and Other Benefits Discussion

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."

1. AI-30625 Uniform Pay Policy

Cynthia Jacobson, Human Resources, stated her presentation would be based solely on a performance amount. Ms. Jacobson explained how she arrived at her numbers and recommendations. Ms. Jacobson explained the Pay for Performance differential, stating it is the budgeted amount, not what all employees will receive. At 2%, average employees will receive a 1.5% increase. Commissioner Ward agreed with a 2% increase as recommended in the FY2010

Budget. Ms. Arris returned to state amounts for the general fund and operating budget for FY2010 and to answer questions from Court members.

COURT ORDER NO. 2009-622-08-17

Judge Self recessed Commissioners Court at 9:42 a.m. to allow Ms. Arris time to run a report. Commissioners Court was reconvened at 9:55 a.m.

Ms. Arris said the FY2010 recommended operating budget is \$178 million. Based on the recommended budget, projected revenues are \$174.2 million, which consists of taxes, court costs, fines and fees, for a deficit of almost \$4 million. The operating budget is comprised of the general fund, road and bridge fund, jury fund and permanent improvement fund. Commissioner Shaheen could not support a budget that exceeds the amount of revenue. Commissioner Jaynes was not sure it was a deficit. Ms. Arris stated this amount included a 2% pay increase across the board, as well as \$104,000 for an increase to elected officials salaries. Judge Self suggested going to the add/delete section of the agenda.

b. AI-30626 Discussion and announcement of Recommended Elected Officials Salaries

Commissioner Hoagland made a motion for a 0% increase for elected officials salaries.

Motion by: Commissioner Jerry Hoagland
Second by: Commissioner Matt Shaheen
Vote: 5-0 Passed

COURT ORDER NO. 2009-623-08-17

c. Update on Add/Delete List

Judge Self started with "deletes", asking Sheriff Box to come forward with his presentation. Sheriff Box stated his office took the Court's advice very seriously on a flat budget and worked very well with Human Resources and Ms. Arris. He was appearing before the Court today because his office found more funds to bring before the Court. Sheriff Box stated his office receives monies from SCAAP (State Criminal Alien Assistance Program). Currently there is almost \$1 million in that fund. He would like to offer money from that fund for overtime for last year and this year. He thinks that will free up \$200,000 - \$250,000 for overtime. Ms. Jacobson stated the Sheriff's office was budgeted for \$315,000 in overtime and he generally runs \$200,000 over that. That money comes out of the general fund. Following discussion, it was suggested that \$250,000 could be placed in contingency to this year's budget with an additional \$390,000 added in contingency for six detention officers and three pods. Ms. Arris suggested cutting the \$390,000 to \$310,000. Judge Self concluded by stating Sheriff Box just offered the Court \$560,000 (\$310,000 plus \$250,000) for the budget.

Carrie Brazeal, Texas AgriLife Extension Service, came before the Court with a Power Point presentation outlining their history, services and goals. Ms. Brazeal listed the job duties and responsibilities of the administrative secretaries in her office, duties which increase year to year. To decrease the number of staff would be a burden on the remaining staff and result in much less services to the citizens of Collin County. Volunteers and a part-time position were also outlined. Judge Self wanted to discuss the two deleted positions. Judge Self made a motion to cut the full time position, but keep the part-time position. He felt four full-time agents and a support staff of 2-1/2 was excessive. He also felt volunteerism would increase if there was a need. Commissioner Shaheen supported the full time reduction. Following Ms. Brazeal's presentation, Judge Self made a motion to cut the full-time position and keep the part-time position because that employee teaches the teachers. It was noted by Ms. Brazeal that volunteers cannot assist with certain job functions because there are private records to which they cannot have access.

Discussion followed among Court members. Judge Self asked Mr. Miller if he felt four agents with a support staff of 2-1/2 was reasonable. Hurley Miller, Texas Agri-Life Extension Service, said it is a good ratio because of the work agents are asked to do. The agents need the office support in order to be out in the field doing their jobs. Commissioner Jaynes felt it would handicap the office.

Motion by: Judge Keith Self
Second by: Commissioner Matt Shaheen
Vote: 3-2 Failed
Aye: Judge Keith Self
Commissioner Matt Shaheen
Nay: Commissioner Jerry Hoagland
Commissioner Joe Jaynes
Commissioner Kathy Ward

The next item up for discussion was the Administrative Services position. Judge Self made a motion to lower Administrative Services by one position. Commissioner Jaynes disagreed because Rhonda, Georgia or Nicole would have to be up front and that would severely handicap the office and hinder customer service. Commissioner Ward felt next year the Commissioners will have to go to department heads and ask them to cut more and to look at positions. Currently the County has 300 operating days in contingency and the opportunity to deliver a flat budget. Commissioner Shaheen has the Efficiency Committee and Commissioner Ward has the Collin County Citizens Academy, both of which are getting ready to kick off. As a result, Commissioner Ward felt they will know better where to streamline after next year. Judge Self asked Commissioner Ward why she felt they were cutting just to be cutting. Commissioner Jaynes stated a good reason hasn't been offered for cutting this

position out of 1800 positions. Judge Self stated it is because they are leading the way.

Commissioner Shaheen offered background on his time in the private sector. Commissioner Jaynes noted in the private sector you do not report to 250,000 people. Discussion followed among Court members. Commissioner Hoagland stated these employees are busy; therefore, he will not support the reduction for that reason alone. Judge Self reiterated four support staff for six people by taxpayers' standards is extremely heavy. Commissioner Jaynes added it is four support staff for six people who are serving 800,000 people. Commissioner Shaheen felt tough decisions had to be made. Judge Self made a motion to reduce Administrative Services by one position. Commissioner Hoagland concluded by saying they have had four administrative personnel for 20 to 25 years and the workload has increased, not decreased.

Motion by: Judge Keith Self
Second: Commissioner Matt Shaheen
Vote: 3-2 Failed
Aye: Judge Keith Self
Commissioner Matt Shaheen
Nay: Commissioner Jerry Hoagland
Commissioner Joe Jaynes
Commissioner Kathy Ward

Judge Raleeh came forward to discuss the highway patrol position. Commissioner Hoagland stated he no longer wanted to eliminate this position; he felt the position was needed for another year. Judge Raleeh agreed, and then added he would like the Court to freeze his salary for this year. Constable Elkins also wanted his salary frozen. Additionally, Judge Raleeh stated he is giving one of his staff people to Judge Douglas, with pay for that position starting October 1, 2009, and the employee moving January 1, 2010.

The next item for discussion was an unfilled position for Road and Bridge. Jon Kleinheksel, Public Works, stated the reason he did not fill this position is because he wanted to transition it into a CSCD or inmate position. Mr. Kleinheksel explained some reorganization in his department which effected filling this position. The position has been open since 2007. Commissioner Jaynes stated he was going to have to vote against it since it has been open for two years. Commissioner Hoagland made a motion to eliminate the position.

Motion by: Commissioner Jerry Hoagland
Second by: Commissioner Matt Shaheen
Vote: 5-0 Passed

Judge Self then moved to the engineering tech position. Mr. Bilyeu stated the Commissioners Court in the last budget cycle approved a deputy assistant

engineer and an engineering technician. Tracy Homfeld has been fulfilling the position of deputy assistant engineer. The question is: how big do you want the Engineering Department to be? Currently they are well staffed. Judge Self suggested eliminating the position for this year. Commissioner Jaynes made a motion to eliminate the engineering technician position.

Motion by: Commissioner Joe Jaynes
Second by: Commissioner Matt Shaheen
Vote: 5-0 Passed

Judge Self led the conversation on TEX 21. It is a premiere organization, but Collin County is one of the few counties that is a member. The decision to be made is: does the County want to maintain membership at a cost of \$20,000 per year or do they want to withdraw? Discussion took place among Court members. Commissioner Shaheen made a motion to discontinue membership, adding if there is a need to reengage, the County can do that at a later time. Commissioner Jaynes voted no.

Motion by: Commissioner Matt Shaheen
Second by: Commissioner Jerry Hoagland
Vote: 4-1 Passed
Aye: Commissioner Matt Shaheen
Commissioner Jerry Hoagland
Commissioner Kathy Ward
Judge Keith Self
Nay: Commissioner Joe Jaynes

Judge Self stated they did not need discussion on the Central Appraisal District as it was a bookkeeping item. Judge Self then asked Ms. Arris to take money out of his personal budget so that it remained a flat budget.

Judge Self led the discussion on the North Texas History Center. He recommended giving the History Center one more year to see if their programs will lead to self-sufficiency. Commissioner Shaheen agreed with Judge Self. Commissioner Ward felt their new programs would bring business to the hotels and restaurants in the area. Commissioner Jaynes also wanted to support them for another year and address the matter again next year. Additionally, Commissioner Jaynes felt this would help bring more business to Myers Park. Discussion followed.

Commissioner Shaheen made a motion to fund the North Texas History Center for three months at a cost of \$32,000, plus 15% of the gate from the Civil War reenactment and to give them \$40,000 of the \$127,000 requested. Mr. Bilyeu returned to explain the liability for the "old post office" which houses the North Texas History Center. Further discussion followed among Court members. Commissioner Shaheen restated his motion: to support the North Texas History

Center for three months at a cost of \$32,000, to let them keep 15% of the proceeds at the gate and proceeds from the Myers Park Civil War reenactment, and to continue maintenance from IT and Facilities as directed. Commissioner Jaynes wanted it made part of the motion that this would be the last year for funding.

Motion by: Commissioner Matt Shaheen

Second by: Commissioner Kathy Ward

Vote: 4-1 Passed

Aye: Commissioner Matt Shaheen

Commissioner Kathy Ward

Commissioner Jerry Hoagland

President Keith Self

Nay: Commissioner Joe Jaynes

Judge Self made a motion to hold library payments stable and flat from last year.

Motion by: Commissioner Judge Keith Self

Second by: Commissioner Kathy Ward

Vote: 5-0 Passed

Judge Self asked Mr. Bilyeu to come forward on the discussion for LifePath Systems. \$112,000 is in the recommended budget. Mr. Bilyeu updated the Court, at the request of Commissioner Hoagland, on the Court's commitment to LifePath this past May. Commissioner Hoagland made a motion to approve funding at \$112,000, minus \$50,000, as previously committed, for a total of \$62,000.

Motion by: Commissioner Jerry Hoagland

Second by: Commissioner Matt Shaheen

Vote: 5-0 Passed

The next item for discussion is permanent improvements and Judge Self asked Sheriff Box for his input on \$160,000 which sounded discretionary rather than mandatory. Sheriff Box replied it is not mandatory; but it is recommended for back-up fire safety. Judge Self wanted confirmation that inmates were safe and could be moved safely in case of emergency. Sheriff Box does not see anything in the jail that would make it unsafe. Judge Self made a motion to remove the \$160,000 for UPS. Ms. Arris stated that that dollar amount is in contingency so there is nothing to add or remove. The budget is flat at \$2 million in case it is needed.

AI-30624 Dues and Subscription Policy

Judge Self moved the discussion to dues and subscriptions. Ms. Arris stated she is looking more for a policy, rather than a cut, and then she went on to explain

funding for dues and subscriptions. Judge Self recommended no newspaper subscriptions, three professional journals with exceptions granted by Mr. Bilyeu, and three professional organizations (local, state and national). Sheriff Box came forward and stated he would like to make cuts internally. His office is required to subscribe to local newspapers for sheriffs' sales and ads that have to be verified and kept on file. Judge Self added, if there is a legal requirement to keep a newspaper on file, that is an exception. Commissioner Hoagland said he would vote for the policy. Ms. Arris stated if we could have a policy now, at Budget Workshop next year the Court will see how it has impacted the 2010 budget. Commissioner Jaynes suggested going with this recommendation now and looking at it again in six months. Judge Self made that in the form of a motion.

Motion by: Judge Keith Self
Second by: Commissioner Jerry Hoagland
Vote: 5-0 Passed

COURT ORDER NO. 2009-624-08-17

Judge Self recessed Commissioners Court at 11:32 a.m. and reconvened at 11:40 a.m. at which time Commissioners Court was recessed until 1:00 p.m.

Judge Self reconvened Commissioners Court at 1:00 p.m.

The Court was given an updated sheet from Budget showing deletes voted on this morning. At this time the Court moved the discussion to "adds". Judge Self stated the Court did not need to vote on every one of these. Commissioner Ward wanted to pull the request for the District Clerk's office for discussion. She then asked Mr. Bilyeu for a legal interpretation, which Mr. Bilyeu provided. Commissioner Ward made a motion to fill this position as described by Ms. Crigger.

Motion by: Commissioner Kathy Ward
Second by: Commissioner Jerry Hoagland
Vote: 5-0 Passed

Commissioner Hoagland requested an update on the Justices of the Peace. Mr. Bilyeu stated the J.P.'s have met but have not yet reached a final agreement. Mr. Bilyeu added, it won't be a matter of more staffing, just a matter of where staffing goes. The staffing will be completed by the final adopted budget.

Commissioner Ward wanted to discuss the two new positions requested by District Attorney Roach. Commissioner Ward suggested putting these positions in contingency as a matter of safety if the number of cases continues to increase in the District Attorney's office. Ms. Jacobson came forward with additional input and Mr. Bilyeu recited statistics from the D.A.'s office. Commissioner Ward put her suggestion in the form of a motion, adding that the Court fund \$183,000 for two employees, and that it be placed on the proposed working budget with Judge

Roach working with the Budget office. Commissioner Hoagland agreed with Commissioner Ward. Commissioner Jaynes stated he would vote against this request because he "doesn't feel he has a clear picture from that department". Discussion followed.

Motion by: Commissioner Kathy Ward
Second by: Commissioner Matt Shaheen
Vote: 4-1 Passed
Aye: Commissioner Matt Shaheen
Commissioner Jerry Hoagland
Commissioner Kathy Ward
Judge Keith Self
Nay: Commissioner Joe Jaynes

Commissioner Hoagland wanted to discuss the request for a service technician from the Elections Department, asking if it was mandated by law. Mr. Bilyeu replied it is not mandated that the County has to hire an additional person to do this job, but it is mandated that the County have some type of duplicate check. Commissioner Hoagland felt the County would save money by hiring a new employee rather than continuing to pay a third-party vendor. Commissioner Shaheen would not support this unless there was a corresponding decrease in vendor fees. Judge Self wanted to confirm that Ms. Rowe would save \$50,000 or more by hiring this employee, as she stated in her presentation. Following discussion, Commissioner Shaheen made a motion to approve a new employee after confirmation of savings by Ms. Rowe.

Motion by: Commissioner Matt Shaheen
Second by: Commissioner Jerry Hoagland
Vote: 4-1 Passed
Aye: Commissioner Matt Shaheen
Commissioner Jerry Hoagland
Commissioner Kathy Ward
Judge Keith Self
Nay: Commissioner Joe Jaynes

Commissioner Jaynes had a question on Constable Elkins' requests. Constable Elkins approached the Court and stated he was willing to pull his request for an increase in dues and subscriptions and the purchase of a camera off the agenda. Commissioner Jaynes stated he would support the purchase of the camera because it would help with illegal dumping enforcement. Judge Self stated a countywide program would be enacted.

Commissioner Shaheen wanted to look at the timing for vehicle replacement. Mr. Kleinheksel discussed the impact of vehicle replacement with the new policy. Discussion followed, with Mr. Kleinheksel giving detailed explanation.

Commissioner Shaheen wanted to move forward with current dollars and look at the matter again.

Ms. Jacobson came forward at the request of Judge Self with an update from a compensation and benefits standpoint, noting from a benefits standpoint the County "is budgeted for budget changes". At this point Ms. Jacobson is waiting for compensation in the form of Pay for Performance dollars. Judge Self noted 2% is currently budgeted. Commissioner Jaynes wanted to stay with the budgeted amount of 2%. Commissioner Hoagland made a motion to approve a compensation increase of 2%. Commissioner Shaheen asked Ms. Jacobson what 2% represented in terms of dollars, to which she replied each ½% equals half a million dollars. Commissioner Shaheen wanted to hold off voting on raises until the end of the day and see what other cuts can be made.

Ms. Arris stated the general fund can be reduced by \$1.5 million to be added to the delete list due to Sheriff Box's funding of his positions and the pod.

Ms. Jacobson asked the Court whether they would be giving County Court at Law their supplement. Commissioner Jaynes made a motion for a salary supplement for the Probate judge.

Motion by: Commissioner Joe Jaynes
Second by: Commissioner Jerry Hoagland
Vote: 5-0 Passed

d. Discussion of FY2010 Tax Rate

1. O&M Tax Rate

2. Debt Service Tax Rate

3. AI-30627 Total Tax Rate – Record Vote to Proposed Tax Rate

Judge Self stated the Court can vote on the total tax rate, but not the O&M because the Auditor has not completed that calculation. Commissioner Hoagland made a motion to approve the tax rate at 24.25.

Motion by: Commissioner Jerry Hoagland
Second by: Commissioner Joe Jaynes
Vote: 5-0 Passed

COURT ORDER NO. 2009-625-08-17

e. AI-30628 Schedule Public Hearings

1. Monday, August 31, 2009

2. Tuesday, September 8, 2009

Judge Self asked Ms. Arris for the new dates for public hearings. Ms. Arris stated the filing of the proposed budget is moved to September 8th, the first public hearing will be September 14th at 9:30 a.m., the next public hearing will be an evening meeting in Melissa at 6:00 p.m. on September 21st, with adoption of the budget on the regularly scheduled Court date of September 28th at 9:30 a.m. Commissioner Ward made a motion to approve the dates for public hearings.

Motion by: Commissioner Kathy Ward
Second by: Commissioner Jerry Hoagland
Vote: 5-0 Passed

COURT ORDER NO. 2009-626-08-17

Mr. Bilyeu stated he spoke to one of the Justices of the Peace and he does not believe that there will be any further meetings on staffing. Judge Raleeh has offered one of his staff to Judge Douglas and Mr. Bilyeu's recommendation is to take one staff member from Judge Yarbrough and move them to Judge Lewis in Plano. Mr. Bilyeu answered questions from the Court. Commissioner Hoagland made a motion to approve staffing changes as outlined for the Justices of the Peace.

Motion by: Commissioner Jerry Hoagland
Second by: Commissioner Matt Shaheen
Vote: 5-0 Passed

Ms. Arris returned to the podium. She stated the Operating Budget has been decreased by \$1.7 million and with the GASB 45 added back in that leaves us at \$176,284,303, which leaves us with \$2 million coming out of fund balance. Ms. Arris added, without GASB45, we would have come in \$3 million under budget. GASB45 is for post-retirement benefits. Commissioner Ward asked Ms. Arris to recommend areas where cuts can be made to ensure that we have a flat budget. Discussion followed on areas to cut as well as the possibility of decreasing salary increases to 1.5%. The Commissioners asked Ms. Arris to ensure that their Budget was flat. Ms. Arris explained what made up the total combined budget, noting that it was short by \$870,000. Commissioner Jaynes wanted to cut GASB45. Commissioner Hoagland made a motion to approve the budget as presented by Ms. Arris. Commissioner Shaheen stated he would vote against this motion. He wanted to see the budget even with revenues. Commissioner Ward supported Commissioner Shaheen. Commissioner Ward suggested reducing the 300 operating days that are in reserve. Commissioner Shaheen wanted to reduce salary increases to 1.5% for a savings of \$500,000.

Motion by: Commissioner Jerry Hoagland
Second by: Commissioner Joe Jaynes
Vote: 3-2 Failed
Aye: Commissioner Jerry Hoagland
Commissioner Joe Jaynes
Nay: Commissioner Matt Shaheen
Commissioner Kathy Ward
Judge Keith Self

Judge Self stated we are \$870,000 away from a proposed budget. Commissioner Jaynes did not support reducing salary increases to 1.5%, stating employees are the County's best asset. He agreed with Commissioner Ward that 300 operating days in reserve is excessive. Discussion followed on increases of 1.5% versus 2% and the Pay for Performance program.

Commissioner Shaheen made a motion for a 1.5% increase with taking \$300,000 out of GASB for a balanced budget. Discussion continued among Court members. Ms. Jacobson stated it would be \$370,000 and she would prefer that the funds come out of retirement. Commissioner Shaheen amended his motion. Commissioner Shaheen's motion died for lack of a second.

Commissioner Jaynes made a motion for salary increases of 2% and taking \$870,000 out of TCDRS. Further discussion followed.

Motion by: Commissioner Joe Jaynes
Second by: Commissioner Kathy Ward
Vote: 5-0 Passed

Judge Self congratulated the Court on a proposed budget that is balanced.

Ms. Arris stated the proposed budget will not be filed until September 8th after notices have been placed in the newspapers. This is the recommendation for the Budget office to prepare the proposed budget for filing. Ms. Arris then explained the recommended proposed budget process.

There being no further business of the Court, Judge Self recessed Commissioners Court at 2:06 p.m.

ATTEST:

Keith Self, County Judge

Matt Shaheen, Commissioner Pct. 1

Jerry Hoagland, Commissioner Pct. 2

Joe Jaynes, Commissioner Pct. 3

ATTEST:

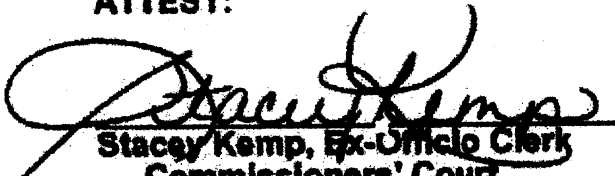
Kathy Ward, Commissioner Pct. 4

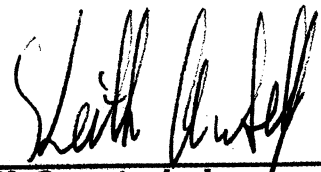
**Stacey Kemp, Ex-Officio Clerk
Commissioners' Court
Collin County, TEXAS**

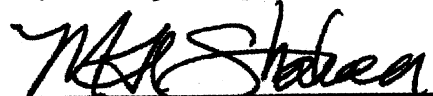
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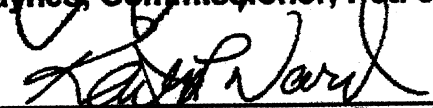

Stacey Kemp, Ex-Officio Clerk
Commissioners' Court
Collin County, T E X A S


Keith Self, County Judge


Matt Shaheen, Commissioner, Pct. 1


Jerry Hoagland, Commissioner, Pct. 2


Joe Jaynes, Commissioner, Pct. 3


Kathy Ward, Commissioner, Pct. 4