

STATE OF TEXAS

COMMISSIONERS' COURT SPECIAL SESSION

MEETING MINUTES

COUNTY OF COLLIN

AUGUST 19, 20 & 21, 2013

On Monday, August 19, 2013, Tuesday, August 20, 2013, and Wednesday, August 21, 2013, the Commissioners' Court of Collin County, Texas, met in a Budget Workshop Special Session in the Commissioners' Courtroom, Jack Hatchell Collin County Administration Building, 4th Floor, 2300 Bloomdale Road, City of McKinney, Texas, with the following members present, and participating, to wit:

Judge Keith Self

Commissioner Matt Shaheen, Precinct 1

Commissioner Cheryl Williams, Precinct 2

Commissioner Chris Hill, Precinct 3

Commissioner Duncan Webb, Precinct 4

1. Judge Self called to order the meeting of the Collin County Commissioners' Court Budget Workshop Special Session at 3:30 p.m.

2. Public Comments. There were no public comments.

MONDAY, August 19, 2013 at 3:30 p.m.

1. Overview of Budget Workshop Agenda:

Monika Arris, Budget, came forward with an overview of the FY 2014 Budget Workshop Agenda.

2. Recommended Budget Overview:

a. General Fund.

b. Road & Bridge Fund.

c. Health Care Trust.

d. Collin County Toll Road Authority.

e. Total Combined Budget.

Highlights of the recommended budget: The current tax rate is \$0.24. There has been no tax rate increase for 20 years. A 5% homestead exemption has been in place for 5 years. The adjusted taxable value, certified by the Central Appraisal District, equates to a 6.1% increase over the 2012 tax year. The average home in Collin County for tax year 2013 is valued at \$238,030. With a tax rate of \$0.24 and the homestead exemption, the average homeowner will pay \$542.71 in county taxes for the 2013 tax year. This is an increase of \$17.81 over last year, or 3.4%.

Approximately thirty (30) new positions have been requested for this year: two for Human Resources; IT requested one full-time position and changing a couple of intern positions to permanent part-time positions; two for the County Clerk. The medical examiner asked for a part-time position to be converted to a full-time position and for a field agent position. The District Clerk asked for three full-time positions. JP Precinct 3-1 asked for a part-time temporary position. The Auditor has requested a position and the Tax Assessor has requested seven positions. The District Attorney has requested three positions, Facilities requested one position and the Sheriff's office requested two positions. The Fire Marshal and Juvenile each requested one position. Myers Park requested a full-time and a part-time position, and Health Care requested two positions.

Combined Budget Details are 1) one-time expenditures from FY 2013 were eliminated for a reduction of \$9.6 million, 2) a \$3.5 million reduction in Debt Service payment, and 3) a \$19,000 reduction in Health Care salaries due to an increase in the grant received.

Recommended department improvements totaling \$17.9 million were added back to the budget. Major increases included M&O (Maintenance and Operation) for Road and Bridge, AV upgrades in courtrooms, upgrade to the Voice over IP (VOIP) system, insurance claim funding, IT disaster recovery, furniture for the 900 and 920 buildings, Road and Bridge capital equipment, an increase in IT technology maintenance and stop loss insurance. There were some transfer out increases which included courtroom security and the CPS Board.

There are 15 new positions in the recommended budget bringing the total authorized positions from 1787 to 1802 for an increase of \$975,000. New positions include two (2) in HR (one Civil Service and one for Risk Management), one (1) IT Database Administrator, three (3) IT intern positions are being converted to two part-time positions and one (1) County Clerk JP Court Collections position. The Medical Examiner has one (1) part-time position going to a full-time Tech I, the District Clerk and Tax Assessor have three (3) new positions each. The Sheriff's Office and Health Care each have two (2) new positions, and the Fire Marshal and Juvenile have one (1) new position each.

The recommended budget also includes salary and benefit increases which include 3% for PFP (Pay for Performance) as well as the Compa/Ratio amount and includes an increase in medical. The current cost per month per full-time employee is \$800, and this will increase to \$850. These salary and benefit increases total \$3.6 million.

The recommended General Fund for FY 2014 is \$160.3 million which is a 5.5% increase over FY 2013. Revenues were slightly higher than expenditures and the same is recommended for FY 2014. Road and Bridge five-year trend is showing an 11.2% increase in their recommended budget from \$20.6 million to \$22.9 million. In the past, carry forwards of the M&O supplemented the budget each year. That process has been stopped and needs will be budgeted. The increase in the M&O is due to the maturing of the budget. Only \$3 million comes from taxes. The remainder is collected by Road and Bridge through fines and fees.

The Operating Budget consists of the General Fund, the Road and Bridge Fund and the Permanent Improvement Fund. In the FY 2013 account consolidation, several other funds were rolled into this resulting in a 6.5% increase for FY 2014 at \$185.2 million. The Operating Funds Actual shows slightly higher revenues than expenditures for FY 2013 and the same is recommended for 2014. The General Fund has a revenue increase of 8%, Road and Bridge Fund has an increase of 5.2% and Permanent Improvement dropped significantly. On the expenditure side, the General Fund is increasing 5.5%, 11.2% for Road and Bridge, and the \$2 million annual budget for the Permanent Improvement Fund is being restored with \$800,000 of that in contingency. The total increase on the revenue side for Operating Funds is 7.7% and the total Operating budget increase is 6.5%.

Health Care trends are decreasing for FY 2014 by 12.1%. The Health Care Trust tends to expend more than it brings in. Revenues are estimated at \$1.5 million with an expenditure budget of \$3.7 million for FY 2014.

Other funds that help compile the total combined budget include grants, Special Revenue Funds such as Animal Control, Internal Service Funds, CSCD and the County Toll Road Authority. The total combined budget is increasing 3.7% over last year to \$268.7 million. The revenues versus expenditures for the total combined budget is \$270.5 million in revenues to \$268.7 million in expenditures.

3. Items for Court Consideration (Discussion and any action for any items listed below).

a. Permanent Improvement Fund.

1. FY 2014 Recommended Projects.

b. Plano 900/920 Furniture Refresh.

For FY 2014, 52 projects are recommended out of the Permanent Improvement Fund totaling just under \$1.2 million; 19 projects that Facilities can do in-house; nine projects that Facilities can do with work orders which will have no budget impact; and another 24 projects for the Construction & Projects Team. The recommended budget is \$2 million with the difference being put in contingency should something come up during the year.

Those projects include electronic locks in the Administration Building in the County Clerk's Office, installing gas and power meters at the Animal Shelter in order to get accurate readings for billing the cities, and an intercom system. Facilities is currently working on replacing the metal doors in the dog kennel area – nine are being done this year and the remaining nine are planned for FY 2014.

The Central Plant is looking to refurbish the incoming utility power volt/ amp breaker. In the courthouse Central Supply is looking at a lockable cage for the stocked items in the basement. The District Attorney's office needs to have signs done and repair of a wall in the lobby both of which will be done through a Facilities work order with no budget impact. A door is needed in the DA's Victim's Assistance Office which will lead directly to the staff that interviews the children, and this can be done on a work order with no budget impact. Appellate shelving and Special Prosecution shelving are also needed for the file room.

The Elections Area needs to have the carpet replaced. Constable 4 in Frisco needs a door with a lock installed which requires a work order and will have no budget impact. The History Museum needs moisture barrier. The Justice Center/ Adult Jail needs to upgrade from 350 UPS to 750 UPS. Parking needs to be expanded at the loading dock which Facilities/Public Works can do on a work order with no budget impact. An ultraviolet device air handler in the infirmary is needed and the touch screen system needs to be upgraded. Variance frequency drives need to be installed on the chilled water pump, and the clothes washing machines and dryers need to be replaced. There is also a request for extending the sidewalk from the Sheriff's Office to Community Drive. Some still cameras need to be replaced with PTZ (Point-Tilt-Zoom) cameras in housing pods and a freezer is needed in the loading dock area to help save some cost on bulk foods. Some rusted shower and bathroom doors and frames are being replaced and rusted food pass-throughs need to be repaired or replaced – this last item is a work order with no budget impact. Some Cluster IV pass-throughs and pod entry doors need modifications. Badge access for handicap visitation needs to be installed as well as replacing officers' workstations, cabinets/drawers and beverage bar cabinets. Acoustical tiles in the book-in area also need to be replaced.

In Juvenile Detention the ultraviolet device air handler in the infirmary needs to be replaced and reconfiguration is needed of the Juvenile Detention Courtroom. An awning needs to be constructed in the loading dock where the food is delivered, and existing curb cuts and sidewalk at the Sally Port need to be modified. JJAEP (Juvenile Justice Alternative Education Program) and Juvenile would like some stairs and a sidewalk leading to Developmental Services and Engineering.

The Medical Examiner needs the floor replaced in the autopsy rooms. Minimum Security is looking at replacing some restroom stall doors, framing and hardware which can be done on a work order with no impact on the budget, and upgrading to PTZ cameras. In Myers Park we are looking at installing a chain link fence around a well/pump room and, in the 900 Building, CSCD asked to replace carpet and paint with a Facilities work order with no budget impact. In the 920 Building, the Constable is requesting modifications to the Courtrooms with a Facilities work order and no budget impact. Constable Pct. 3 needs shelving in the storage room and the property/evidence room. We are also looking at installing court readers on courtroom doors and installing card readers in internal hallways both on Facilities work orders with no budget impact.

Public Works in Farmersville needs to replace the oil furnace. The Public Works Service Center needs to have the roof replaced and a redesign of the overhead water station for the big trucks. The Plano 900/920 Building Furniture Refresh includes \$800,000 for the furniture refresh. (Time: 3:51 p.m.)

Judge Self asked why there was no recommendation for a new roof at Minimum Security since the original roof is leaking, sagging and has mold issues. Bill Bilyeu, County Administrator, came forward to explain Facilities believes the issue is related to the skylights and does not feel a new roof is necessary.

There was a brief discussion regarding the PTZ cameras in the adult detention facility and the upgrade to the touch screens. Mr. Bilyeu explained the vendor no longer supports the old touch screen system so this would be a software and hardware update. These are safety issues, and if we wait until the system fails, we will have a facility we can't control.

Commissioner Shaheen does not believe the sidewalk extension for \$78,000 is necessary and would like that item put on the add/delete list.

Judge Self asked about in-house training for Constable Pct. 1 Administration. Ms. Arris stated the grant had not been received yet. The Judge said the funds should go into contingency in case the grant is not restored.

Commissioner Webb questioned the laptop air card monthly subscription at \$504. Ms. Arris explained the administrative secretary is working as the functional analyst and has to move between the different offices. Caren Skipworth, CIO, stated the air card is needed for nights and weekends when most of the testing, upgrading and patching is done. Ms. Skipworth said there are two loan cards which are checked out frequently, but adding a third card could be an option.

Commissioner Webb asked about the secretarial position being requested for the Fire Marshal. Ms. Arris explained this position would replace a temp that has been there for a year. Also, they are eliminating a position in Special Projects which will offset this position. Mr. Bilyeu said they are moving an administrative position that was left vacant, and the net effect to the county would be zero.

Commissioner Webb stated there are several requests from Homeland Security and asked how much it is costing in General Funds to support Homeland Security. He questioned whether we are legally required to have Homeland Security and how much would be saved by eliminating the network data and everything associated with it. Austin, Houston and Dallas have Homeland Security and the Commissioner would like to know how much are we spending from local taxpayer dollars to support this program since it is not mandated by the state. Mr. Bilyeu explained that a presentation would be a major effort to prepare since it includes the cities.

Commissioner Webb then asked about the three wheel loaders Public Works wants to replace. Since two are 1999 models and one is a 2003, the Commissioner recommended replacing the two older wheel loaders and holding off on replacing the newer model. After a brief discussion, Mr. Kleinheksel, Public Works, agreed and said he could make that work. Commissioner Webb asked why road maintenance continues to rise when 90% of the roads are already paved. Mr. Kleinheksel explained the drought has caused a lot of dead trees to have fallen into creeks and they are slamming into the bridges when it rains, they now have to mow the Outer Loop, there is shoulder work needed and erosion control. After FY 2014 there will be only 98 miles of rock and dirt roads left.

Commissioner Shaheen asked about staffing levels for Public Works. Since they won't be paving at the rate they are now, maybe we can reduce personnel. Commissioner Webb wondered why we are not seeing a reduction in maintenance if only 98 miles of rock road are left. Mr. Kleinheksel does not see a staff decrease because we are rehabbing roads built 15 years ago and traffic has increased so significantly. There was a brief discussion regarding work that is paid for by cities and the five-year budget schedule for Public Works.

Discussion moved to the electronic key management system for Public Works. The budget is referencing \$7,000 for a 20-piece system while IT is recommending an \$80,000 system. Ms. Skipworth came forward to explain the system had not yet been bid out, and the \$80,000 came from the quote for the electronic key management system for the jail. Judge Self recommended changing the \$7,000 to \$15,000.

There was a brief discussion regarding a GIS (Geographic Information Services) request for work stations. Ms. Arris and Ms. Skipworth explained the standard county laptops currently being used by GIS do not have high enough graphics for mapping what they need. These laptops are newer and would be reallocated to another department.

Commissioner Webb asked why the concrete in the show barn of Myers Park was not recommended. Mr. Arris explained the bleachers would not fit with the concrete. They would be too high and the people sitting on the top would hit their heads on the ceiling. More planning is needed before this can happen. (Time: 4:48 p.m.)

Judge Self referenced the \$21,000 for the County Clerk's In-fax Solutions for foreclosures and tax sales. This would include four monitors, two in the Administration Building for foreclosures and two in the courthouse for tax sales. Stacey Kemp, County Clerk, explained the plan is to go paperless and eventually have Trustee Notices sent electronically. This will save on staff time and paper and allows several people to search at the same time. Mr. Bilyeu explained a person could type in what they are looking for and it would come up instantly as opposed to the current system which involves one person at a time looking through a stack of papers. Commissioner Williams said there is some value if you can go fully electronic. Judge Self stated the item should be put on the vote.

There was a brief discussion regarding District Court Shared and the required County match for year two of the TIDC (Texas Indigent Defense Commission) Mental Health Managed Counsel Grant. (Time: 5:03 p.m.)

At 5:04 p.m. Judge Self recessed the meeting of the Commissioners' Court Budget Workshop Special Session until 9:00 a.m. on Tuesday, August 20, 2013.

TUESDAY, August 20, 2013 at 9:00 a.m.

Judge Self reconvened the meeting of the **Collin County Commissioners' Court Budget Workshop Special Session** at 9:00 a.m. on Tuesday, August 20, 2013.

Ms. Arris presented a brief overview of the items up for Court consideration. These included presentations from outside agencies, elected officials and department heads. Following those presentations, the Court will discuss changes to the budget, compensation and benefits and the final review of the add/delete list.

c. Outside Agency Budgets.

1. Central Appraisal District – Requesting \$1,238,694 (increase of \$63,491 included in Recommended Budget).

2. Child Protective Services – Requesting \$57,000 (increase of \$10,670).

Michael L. Bronsky, President of the CPS Board, came forward. The CPS Board exceeded its total expense for the first time in several years. Presenting an overview of the CPS budget, Mr. Bronsky explained the current budget is \$46,330; drug testing is in excess of \$2,000 above the total budget for seven months into the year. The dollar amount was also exceeded for Employee Education and Conference for Crimes Against Children. In 2012 CPS had approximately 20-25 requests from families for clothing. In January of 2013 alone they had 30 requests. The funding to clothe a child is \$250 per year. Additionally they've recently provided shoes to 414 children.

CPS has seen a sharp increase in drug testing. The state affords CPS system funds for drug testing but the structure and length of time involved makes it very difficult for CPS to see a need and then send that person for testing. They have partnered with Care Now to have an immediate drug test done. They will need another \$10,000 for the new fiscal year in order to protect the children and fully drug test as needed.

CPS is also requesting another \$2,000. Increased population in Collin County results in increased family violence and the need for additional services. CPS will be adding 18 new case workers in the next fiscal year.

Currently members of the CPS Board actively work with a nonprofit 501(c)3. Mr. Bronsky explained the minimum standards required by the state for child placement agencies which include providing adequate clothing and opportunities for children to participate in activities such as Little League and Girl Scouts. Children that graduate from high school and move on to college are provided with a computer, printer and Microsoft Office. The Board meets those requirements by working through the 501(c)3, which has raised funds of \$122,000.

Following the conclusion of Mr. Bronsky's presentation Commissioner Shaheen commended CPS for being a great organization and expressed his gratitude to the Board. The Commissioner had two propositions: 1) drug testing should be means based, and 2) any increases be funded out of the \$122,000 balance with the Board continuing their fund-raising efforts in an attempt to be self-reliant.

Discussion followed. The funds in the non-profit account are owned by the CPS Board and the CPS Board decides how to use them. The Commissioners' Court appoints individuals to the Board. Judge Self discussed programs called "Live Here Give Here" and "Clothe the Child", then recommended leaving the funding level and zeroing out the clothing line using "Live Here Give Here". Citizens will donate funds to clothe children, but not to fund drug testing. Judge Self proposed putting the increase into drug testing which is a legitimate function to protect the children. Commissioner Williams had concerns about children taken into custody and becoming wards of the state. The state will cover 50% of their basic needs, but the remainder falls to the county. There is an obligation on the county to provide a minimum amount for each child. Commissioner Williams doesn't think it's appropriate to ask the Board to use their funds when the county has the obligation to pay 50% of the needs of the children in custody. This information is from Title IV-E.

Jeff May, County Auditor, stated under Title IV-E, when a child is eligible, the county gets reimbursed for certain expenses. The reimbursement is around 25% of what is actually spent. Title IV-E reimbursement last year was \$3,000. It's not a major revenue source.

Discussion of funding options continued. Commission Webb asked for current expenditures to date before the Court votes. (Time: 9:45 a.m.)

3. Libraries Assistance – Requesting \$222,860 (increase of \$4,566 included in Recommended Budget).

Beth Scudder, Director of the McKinney Public Library, was present representing the public libraries of Collin County. Ms. Scudder presented their funding formula and overall request for funding. The funding formula has been refined to focus on the citizens of Collin County who live in unincorporated areas. According to COG (Council of Governments), the population for the remaining portion of the county is 41,970 individuals. The slight increase in population accounts for the increased request for funding. If this population were a separate city and needed to be funded, they would need to meet certain funding criteria per the Texas Administrative Code in order to be deemed an accredited library in the state. The Texas Administrative Code states that a library serving a population of 24,000 to 50,000 citizens must have local expenditures of at least \$5.31 per capita. Ms. Scudder was requesting funding for the citizens of unincorporated Collin County of \$222,860 based on that formula. Half of all funds are distributed equally among the libraries; and the other half is distributed based on population.

Lorelei Perkins was present representing the Melissa Library. The Melissa Library opened in 1993-1994 with 1,900 citizens. In 2009 they moved to a new location with 2,400 patrons and a population of 5,200. Currently they have 6,000 patrons. 20% - 25% of their patrons come from outside of Melissa and the ETJ. Many come from Anna. In 2010 10,000 people came to the library and last year 20,000 came to the library. Citizens look to the library as a community center. In 2009 their budget was \$124,000. The county's contribution was 14% of that amount. The amount decreases every year because the City of Melissa believes in being self-motivated. This year the proposed budget is \$151,553. The county contribution is decreasing to 10%. In conclusion, Ms. Perkins asked for the Court's help to support Collin County libraries.

Linda Shaw was the next speaker. Ms. Shaw is with the Celina and Prosper Libraries. The great thing about a small rural library is the daily contact with people of the community. Public libraries are essential to small communities. People share their lives with them more than any other municipal department. Ms. Shaw shared some stories of patrons of her libraries. County funding is crucial. Through an Interlocal agreement of sharing library director services with Celina and Prosper, they are making the best use of public funds. Celina's budget includes 10% from the county and Prosper's budget includes 16% from the county. Both towns are growing, but library membership is growing faster than the population. In January the Texas Library Association released findings: for every dollar spent on public libraries, \$4.42 is generated in local economic activity.

Commissioner Webb noted the City of Melissa is increasing funding. The Commissioner asked if the Town of Prosper and City of Celina are increasing their funding for libraries for the proposed budget year. Ms. Shaw replied Celina is not increasing their budget; Prosper is increasing it in a small increment. Because of growth, their resources are going to infrastructures such as roads, fire stations, additional police, et cetera.

Trish Dowell, Director of the Rike Memorial Library in Farmersville, was next to address the Court. The library is used for entertainment and for learning and providing educational materials. People come to the library to find jobs and create resumes. Libraries provide access to Texas State databases, genealogy and local history. People come to libraries to take college classes. Being in a rural area, a lot of citizens don't have access to high speed internet; therefore, they go to the library. County support means a lot to their community. It allows the library to improve and provide more materials and services to the community.

Commissioner Hill thanked the library representatives for coming to Court. Five of the eight libraries in the program are in Precinct 3. Commissioner Hill appreciates how the libraries serve the surrounding communities. (Time: 10:08 a.m.)

d. Elected Officials / Department Heads who wish to address the Court.

1. Judge Terry Douglas, Justice of the Peace, Precinct 2.

Judge Douglas was present to request a raise for elected officials. County employees have received annual increases while elected officials haven't received a raise in six or seven years. Collin County operates with less Justices of the Peace than many other counties. They've done more with less than any county in Texas. Commissioner Shaheen stated the JP's received a raise in 2009. Cynthia Jacobson, Human Resources, said the JP's received a 3.5% increase in 2009. Increases varied due to magistrate pay. (Time: 10:15 a.m.)

2. Judge David Rippel/Darla Wright, County Court at Law 4.

3. Sammy Knapp, Constable, Precinct 3.

Constable Knapp came forward with a Power Point highlighting the core duties of the constable's office. The constable's office is not self-sufficient but approximately \$400,000 of their operating budget comes from fines and fees collected. From February 2013 through July 2013 the deputies in Precinct 3 were responsible for 165 arrests/transport; 169.5 transport hours; 1,226.5 bailiff hours for JP3-1 and 3-2; and \$10,711.98 in recovered county funds.

Constable Knapp was asking for approval for \$15,800 for tasers. Constable Knapp was also asking for equipment for their vehicles. A Ford Escape was mentioned; however, an Escape is not the correct size for the work the constables do. The Escape doesn't have a police package or a barrier in the back seat. For the officers' safety, the Constable is requesting either a Ford Taurus or an SUV. The cost for a Ford Escape is approximately \$25,000 and a Ford Taurus is approximately \$30,000. Additionally Constable Knapp would like to keep one of the vehicles scheduled to be removed for reserves.

Jon Kleinheksel, Public Works, came forward to answer questions from the Court. Mr. Kleinheksel stated a vehicle with a police package will have a longer, more useful life with less maintenance issues than a vehicle without that package. The Taurus would be their recommendation. The Ford Escape cannot be equipped with a prisoner transport package. Judge Self noted the following would be added to the discussion list: tasers, obtaining a Ford Taurus instead of a Ford Escape, equipment needed for the vehicles, and a reserve vehicle. (Time: 10:35 a.m.)

Judge Self recessed the meeting of the Commissioners' Court Budget Workshop Special Session at 10:35 a.m. The meeting was reconvened at 10:45 a.m.

4. Pam Huffman, Juvenile.

Pam Huffman, Juvenile Detention, came forward to request a salary increase for a Detention Superintendent. This officer started at the minimum of the salary range; however, he earns less than four of his six employees. Ms. Huffman had a Power Point presentation outlining the officer's accomplishments. The current salary is \$60,928. Ms. Huffman is asking for a 10% increase.

Cynthia Jacobson, Human Resources, explained the salary range. There is no way to take the beginning range of every supervisory position and make it higher than the end range of another position. For example, there could be a situation where a brand new supervisor has an employee with 20 years' experience.

Brief discussion followed on the job responsibilities of new supervisors versus tenured supervisors. Responsibilities are the same for both employees. Commissioner Hill sees a problem with the superintendent of a department earning less than his employees.

In conclusion, salaries in the Juvenile Detention Department for last year were down \$72,000 due to changes in the department. Revenues were up from \$174,000 to \$272,000. Ms. Huffman felt that this could assist with the salary increase request. (Time: 11:01 a.m.)

5. Other Elected Officials / Department Heads who wish to address the Court.

Pam DeVault, County and District Court Administrator, came forward on behalf of Judge John Roach, Jr., 296th District Court, with one request that was not recommended. Judge Roach would like the Education and Conference budget for the auxiliary court staff to be the same as for all the courts. The request was for an additional \$650: \$500 for court coordinator Jennifer Smith to attend PDP (Professional Development Program) in Austin which is required annual continuing education and \$150 for Ms. DeVault to attend a quarterly meeting in Austin for OCA.

Judge Self noted budget adjustments have been made throughout the year. He asked for feedback from the Board of District Judges and County Court at Law Judges as to whether everyone's budget has been met. Additional education has been covered out of the existing budget. Following a brief discussion, Judge Self asked that this item be included in the add/delete list. (Time: 10:19 a.m.)

Shane Williams, Constable, Precinct 1, came forward to request tasers for his deputies and a do not replace vehicle. Judge Self stated he has asked for a replacement vehicle for each constable to be put on the vote for tomorrow. (Time: 11:05 a.m.)

Chuck Ruckel, Justice of the Peace, Precinct 3-1, is grateful to work in Collin County. He currently has no requests other than possibly some training for the upcoming year. New legislation takes effect September 1, 2013, and training will be required. Judge Ruckel said he may be asking for an additional employee in the next year due to an increased work load. (Time: 11:10 a.m.)

Joe Wright, Constable, Precinct 4, stated his office is also in need of a reserve vehicle for his reserve deputies. Reserve deputies are volunteer officers who require the same amount of training as the regular officers to maintain their peace officer license. These men and women donate their time to the county. They do not receive a salary or benefits from the county. They work warrants and civil process and work as bailiffs for Judge Yarbrough. Laptops and a cage were requested for the vehicles. Mr. Kleinheksel stated equipment is available from older vehicles. Discussion of county laptops being purchased for volunteers and reserve officers followed. (Time: 11:15 a.m.)

Paul Raleeh, Justice of the Peace, Precinct 1, came forward as the Administrative Judge representing all five Justice Courts. This year the District Court Judges and County Court at Law Judges received increases of 12%. The request was for the Justice Court Judges to be compensated at the same rate. Judge Self noted the Justices of the Peace have received increases of 22% since the last increase for the District Judges. Judge Raleeh stated they are still behind the market rate.

Judge Raleeh and Judge John Payton operate the magistrate function at the county jail. They are asking for their compensation to be increased for that function from \$6,000 to \$10,000 above and beyond the increase requested. If the increase to \$10,000 is approved, Judge Payton and Judge Raleeh will not ask for another increase for five years.

Per Elected Official Salary Ranking for Like Counties and Top Ten Counties by Population, salaries for Collin County's JP's are at mid-range. Discussion followed on comparable counties used in the studies by Human Resources.

Continuing to budget issues, Judge Raleeh asked Ms. Arris about visiting magistrates. A visiting judge for each Justice Court has been approved in the budget. Judge Raleeh was asking for training for the visiting magistrates.

Commissioner Hill added if the Justices of the Peace were compensated at the same level as the District Judges for the last several years, today they would be making \$61,000 per year. Justices of the Peace salary increases have outpaced that of County Court at Law Judges and District Judges since 1995. (Time: 11:25 a.m.)

Judy Florence, Myers Park, was present requesting an additional full-time groundskeeper. Myers Park hasn't had a staff increase since 2004, yet their revenues have increased by 155%. The number of events has increased since 2006 by 135%. Duties and responsibilities are listed. Four full-time employees (one vacant position was just filled) have 369 combined overtime hours accrued.

Ms. Florence is also requesting a part-time special event coordinator. Mark Page, Event Coordinator, meets with potential clients in the afternoons, evenings and weekends. Mr. Page used 2.5 weeks of comp time in July but still has 167 hours accrued. In addition to meeting with potential clients, the part-time special event coordinator would answer phone calls and emails, write contracts and take deposits.

The total increase requested for staff is \$68,800. The total revenue for FY 2013 (through September) is \$226,000. Myers Park is asked to increase revenues and events annually by 5%. Over the course of four years that's an increase of 20% with the same number of staff members. Ms. Florence stated it is unrealistic to be able to continue excellent customer service without increased staff. Ms. Arris is looking for direction from the Court as to how to proceed with the park.

Moving to the Farm Museum, historical buildings were moved to concrete pads. Ms. Florence was looking for direction from the Court as far as programming for the Farm Museum. Discussion of various programs and improvements followed. Judge Self asked that the requested positions be added to the vote. (Time: 11:57 p.m.)

Judge Raleeh returned to address the Court with additional comments. Concerning education for the visiting judge for the Justice Courts, the Justice Court visiting judge will only work in Collin County, whereas the visiting judges for the County and District Courts work in different counties. Following up on increases received since 1995, Judge Raleeh wanted it noted not only has there been a change in demographics in Collin County, but four County Courts and five District Courts have been added while no Justice Courts have been added. (Time: 11:58 a.m.)

Judge Self recessed the meeting of the Commissioners' Court Budget Workshop Special Session at 11:58 a.m. The meeting was reconvened at 12:30 p.m.

Following the break, Judge Self asked for a discussion on PIP (Permanent Improvement Projects) and department requests.

Jeff May, Auditor, had input on \$10,000 that was in the mental health grant last year as startup costs for gathering statistics in the county. Mr. May said that \$10,000 is not in the new part but his office will absorb that cost. It will not increase his budget.

Commissioner Williams asked about the metrics for the District Court Coordinator position. The Commissioner wanted to see if the position paid for itself. Ms. Arris replied Judge Roach is working on that presentation, but it will not be presented at the Budget Workshop. Commissioner Webb made it clear that continuing with this position depended on the results of the metrics. The Commissioner asked that the item be included in the add/delete list.

Judge Self asked about \$500 for auto maintenance for the Animal Shelter. Ms. Arris replied that comes from Equipment Services. The Animal Shelter has a separate budget.

Judge Self asked for the status of the capital improvement plan for Stacy Road east of 1378. Mr. Bilyeu replied he would get an answer from Engineering. Regarding the right-of-way, Judge Self asked about the status of the 212. Ms. Arris replied that's part of the quarterly report. Those are bond monies not tied to the budget.

The discussion moved to the Sheriff's request for two staff members: a functional analyst and a criminal justice information specialist (CJIS). Sheriff Terry Box came forward. The CJIS clerk is a position that works shift work. They enter all information for warrants, arrests and complaints. One additional clerk has been added to the Sheriff's staff during the time that four District Courts and three County Courts at Law were added. The workload is too great to service that number of courts. The positions requested work 24/7. A functional analyst and CJIS clerk were approved in last year's budget but Sheriff Box instead opted to hire additional deputy sheriffs. The Sheriff is not asking for additional deputies this year. Discussion followed. Ms. Skipworth added a functional analyst interfaces with their department and IT. Commissioner Shaheen wanted to utilize a current functional analyst; however, Ms. Skipworth explained their job processes are very different. The functional analyst would not just need jail knowledge. There are many integrations with the jail Odyssey system and it's very complicated. (Time: 12:51 p.m.)

Commissioner Shaheen had questions about the \$1.1 million upgrade for the courtrooms. Wall mounted televisions are malfunctioning and are not compatible with high resolution laptops. The majority of equipment was purchased in 2005, installed in 2006 and went operational in 2008. Commissioner Shaheen did not want to get into a position where the County is spending \$1 million every six or eight years. The Commissioner preferred to have laptops plugged into overhead projectors.

Ms. Skipworth stated the market at that time was only offering AV technology that was analog. The technology is now obsolete. Discussion of options continued. Ms. Skipworth wanted to defer to the judges. If she loses equipment, she loses courtrooms. Judge Self stated everyone is moving towards mobile. Ms. Skipworth explained depending on the usability of the courtroom, the Judge has control at his bench. He can turn microphones off and on. Commissioner Shaheen asked that this item be put on the add/delete list.

Following discussion, Stacey Kemp, County Clerk, added the courtrooms are going to electronic files. We will need a way to look at images on screen since files will not be brought to the courtroom. (Time: 12:59 p.m.)

Commissioner Shaheen asked about the VoIP \$1 million upgrade. The majority of phones are about ten years old. Ms. Skipworth said the County will have to do a massive software upgrade but she has until June of 2015 before this expires. If the County waits until June 2015, it only gives Ms. Skipworth eight months to deploy. Commissioner Shaheen preferred to delay the upgrade. Judge Self preferred to put the money in the budget since the Commissioners' Court will decide when to put out the RFP (Request for Price) and control when the funds are spent.

Commissioner Shaheen moved to disaster recovery for \$840,000. The Commissioner did not want to do an in-house solution where we replicate our data center. Ms. Skipworth asked the Court to consider both options before the RFP is out because she would like to weigh the differences between an active recovery site and a cloud site. Commissioner Shaheen asked when that presentation is made that Ms. Skipworth make everyone aware that we now have double the equipment that will need to be replicated. (Time: 1:04 p.m.)

e. Compensation / Benefits – Discussion and any action.

1. AI-37168 Approve Uniform Pay Policy.

Judge Self read the Uniform Pay Policy aloud as follows: "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." (Time: 2:42 p.m.)

2. AI-37154 Compa-Ratio Analysis and Presentation, Human Resources.

By way of background, Ms. Jacobson said a compa-ratio analysis has not been done since 2001. The purpose of the study is to compare wages to the marketplace. Instead of looking for competitiveness within a range, this study looks for competitiveness within the individuals. The reason this study was done this year is because Collin County has been shifting ranges at a different pace than we've been providing for increases. In FY 2013 there was a 4% movement for the ranges but a 2% salary increase so you have a wage compression where new employees get more of an increase than tenured employees.

Ms. Jacobson used a former employee in her department as an example. The employee had ten years' experience and was making \$57,000. Analysis showed that employee should be making \$70,000. That employee recently left for a job making \$70,000. Those numbers do not include benefits. Judge Self stated the reason people work in the public sector is job security and benefits.

As part of the analysis, HR analyzed employees' service at equivalent level jobs. They did not count service time at lower level jobs. Calculations were done using a 15-year movement from the beginning of the time in the position level to the end of the pay range. The number of years to move from the beginning to the end of the pay range is at the Court's discretion. Time worked through last year was utilized. Analysis does not include current year of service. The analysis calculated that there are 570 employees impacted for a cost of \$1,006,000.

Commissioner Hill asked why this analysis is not done every year. Ms. Jacobson replied this is a long-term cumulative effect that occurs because the compensation level provided does not move individuals across the range. Judge asked of the 570 employees mentioned in the analysis, how many are moving faster? Are there particular positions or pay levels that move slower or faster? Ms. Jacobson replied the impact is greater on higher level employees. Judge Self said per the regression analysis, higher paid employees are generally more underpaid than lower paid employees.

Judge Self used the example of employee John Doe. John Doe is not moving as fast as the market movement. With the County's percentage increase each year, the max is percentage increase times 1.5. You can go down to percentage increase times .5. The floor is percentage increase any year times .5. John Doe is moving based on the County's percentage increase. Judge Self said this is predicated on time and steps. The Judge asked how we move to performance. Our market is based on steps because most of our comparables are based on the public sector. Continuing, Judge Self said what we're doing is undoing how we have given raises over whatever period of time it is since we did this.

Commissioner Webb doesn't disagree except as to the time value of money. The Commissioner used the example of an employee hired five years ago at \$25,000 per year. For the past five years this employee received annual increases of 2%. Since CPI (consumer price index) is moving at 2%, this employee is at the exact same spot as they were five years ago in terms of what they can buy for their pay but now they have five years' experience. They are now more marketable to move into the private sector with five years' experience and the County would have to hire a new employee with no experience. Do we make an adjustment for the experienced employee?

Discussion continued among Court members, including discussion of salary for law enforcement. Judge Self again asked how we get to performance based. Commissioner Webb replied we can't get to performance based until we get a PFP amount that is greater than CPI. To get PFP to really work, if CPI is 3%, you would use 6% so then you do reward the hard working people and the top performers because they would be getting value for that year's performance. Judge Self said if the market is moving faster, we will always have to recalibrate back to steps which basically overturn PFP.

Sheriff Box commented that he is able to tell new hires that their beginning pay and top pay is good. He has no way to tell that employee what they will be making in six years or ten years. Commissioner Shaheen disagreed with the Sheriff. The Commissioner didn't think you should be able to tell an employee if you stay here ten years, this is what you'll earn. Judge Self added we now have deputies coming to Collin County because of pay.

Commissioner Hill stated because we are a Pay for Performance county rather than a step county, we cannot tell new deputies where they will be in years to come. The Commissioner has a proposition. He does not want our employees to go backwards with the time value of money. He would like to develop or tweak PFP. The Commissioner suggested giving employees CPI plus something. If everyone gets CPI, everyone will keep up with the cost of living. PFP can then become an opportunity to reward high performing employees. Employees would be rated on a scale of one, two and three. Most employees would be rated two, which is meeting expectations. They would get a CPI increase. An employee who is a one is performing below expectations. They may get a CPI increase or less than CPI. An employee who is a three is a high performer. That employee would get CPI plus PFP.

Commissioner Hill suggested that employees in the same job be paid the same salary, whether they have one year of experience or five years' experience. If the employee with five years' experience is a high performer, they will have received CPI plus PFP.

To summarize, Commissioner Hill proposed tweaking PFP and getting rid of the idea of the step system. An employee who is a one, a low performer, perhaps would get CPI or perhaps they would get less than CPI. An employee who is a two would receive CPI. A high performer, or a three, would get CPI plus a bonus, perhaps 5%. Commissioner Hill would budget CPI plus 1% and would cap at 5% for high performers.

There is no range; just a minimum. Lengthy discussion continued. Judge Self said one of the things this Court has tried to do is cut down on unfunded liability. A million dollars every so often becomes an unfunded liability. Commissioner Williams liked the model and concept. She feels part of the issue with PFP is an unwillingness to rate employees. Commissioner Williams would like to address the question of compensation when we promote from within versus hiring someone from the outside. Commissioner Hill said that would be corrected if we had a set amount per job per level.

Judge Self felt it was a great discussion. Commissioner Hill added after speaking with HR and understanding how difficult this would be to implement during this budget season, it could be a goal that we work towards. The compa-ratio of \$1 million will be on the voting list.

Commissioner Webb had two points. He wanted to understand how this concept will work if, for example, next year all of the entities we compete with give raises of 5% and CPI is 2%; they are increasing pay way beyond CPI. In addition some departments say "I don't want to deal with all of this so I'm just giving everybody a two and moving on". Or if there's a supplement, it just gets spread around.

Commissioner Hill replied, if someone wants to take our employees and pay them more, he has to step back. For departments with a lot of high performers, if everyone is a three, then the person who is the four is the high performer.

The item will be on the vote or up for another discussion. A 3% increase across the board, including elected officials and compa-ratio, comes to \$674,000 which is lower than what is in the recommended budget. (Time: 2:27 p.m.)

AI-37122 2013 Final Compensation Presentation, Human Resources.

Ms. Jacobson said the final compensation presentation sets the PFP allocation. The recommendation is a 3% increase based on discussion last year with Court. CPI this year is running at 3%. Judge Self said it will be 1.7% next year. The recommendation for FY 2014 is a 3% increase. Ms. Jacobson showed comparables to other entities. (Time: 2:30 p.m.)

Judge Self recessed the meeting of the Commissioners' Court Budget Workshop Special Session at 2:30 p.m. The meeting was reconvened at 2:40 p.m.

AI-37085 2013 Exempt/Non-Exempt Presentation, Human Resources.

Ms. Jacobson came forward with a presentation on pay ranges for exempt and non-exempt employees. HR has had reclass requests. Reclasses are groups that say there is an issue with where their jobs are placed in the ranges. Those requests will be discussed separately after Budget. Private and public sector data is used for exempt and non-exempt positions. Certain positions are benchmarked for the study. Based on four different surveys and movement in the market, Ms. Jacobson said all positions came out at 3% which is indicative of the market. Regression analysis was also used. (Time: 2:43 p.m.)

3. AI-37247 Pay for Performance

A motion was made to approve a PFP (Pay for Performance) increase of 3% for FY 2014. (Time: 2:10 p.m.)

Motion by: Commissioner Matt Shaheen

Second by: Commissioner Chris Hill

Vote: 5 – 0 Passed

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4. AI-37169 Elected Officials Salaries.

5. AI-37170 Jail Arraignment Pay for Elected Officials.

6. Grant position – Drug Court Coordinator grant notification won't be received until October. Grant submitted for current salary. Maximum salary for FY 2013 is max for FY 2014. Salary & Benefit increases will not be included in grant award.

Ms. Arris stated per the Auditor's Office, we will not receive notification on the renewal of the grant until October. The grant was submitted for current salary; any salary increases will not be funded by the grant. By that time the County will have adopted the FY 2014 budget. The increase is currently in the General Fund Budget. The County will be credited back once the grant is received. Mr. May added we have a grant fund. Expenditures are recorded in the grant fund and credits the other fund for the expenses. If the grant is not received, the County can either terminate the position or pay for the position 100%. If the grant is received and the County is paid for it, the County will get reimbursed. This item will be up for vote tomorrow. (Time: 2:46 p.m.)

7. Other Benefit Changes.

f. Commissioners Court suggested changes to Recommended Budget.

Ms. Jacobson returned. Commissioner Shaheen wanted to discuss safety pay and jury duty. For safety pay, the County provides an annual payment of \$250 to employees who meet certain criteria. The objective is to drive down accidents. Studies show that since 2006 accidents have not gone down. This item will be added to the vote.

Collin County is the only county that reduces wages when an employee serves on a jury. Commissioner Shaheen proposes eliminating that.

Collin County has two shift differentials. Commissioner Shaheen wants to know the implication of going to one shift differential. Sheriff Box said it is difficult to get people to work different shifts in a jail environment without a shift differential. The shift differential for the second shift is \$0.50 and the third shift differential is \$1.00. Commissioner Shaheen would like to do away with the third shift differential. The shift differential for the third shift is \$230,000 and \$100,000 for the second shift.

Ms. Arris stated there are 15 new positions recommended countywide, two of which are for Human Resources. Judge Self wanted to add a third person to HR due to the work load.

Judge Self asked about the position of Juvenile Adolescent Counselor. Ms. Arris replied the Juvenile Board will meet on Monday, August 26th. The salary is coming from our general fund budget. This position is being added to help with mental health and juveniles.

The next position is a third County Clerk Court Collections Clerk. Ms. Kemp came forward. Judge Self asked about a third JP coming on board. Ms. Kemp replied Judge Ruckel is coming on board now and Judge Payton will follow. Ms. Arris said the position for FY 2014 is recommended and the position recommended in Monday's court is on the add/delete list. Judge Self would like to put the third position in contingency awaiting the third JP coming on board. (Time: 2:56 p.m.)

The discussion moved to e-checks and how much the County would save by no longer printing physical checks or check stubs. Ms. Jacobson explained the cost to process actual checks. Until recently, over 1,200 employees who took advantage of direct deposit were still receiving pay stubs. That number has been reduced to between 400-500 people. Through working with Mr. May, the County now has a bank that will give everyone a checking account so they can use direct deposit. PeopleSoft has the option to turn off the ability to receive a check stub. Following discussion, Judge Self wanted the option to receive a check stub removed. Employees will still be able to print their own pay stub. (Time: 3:01 p.m.)

Commissioner Webb wanted to discuss the TB Health Care Investigator and TB Nurses. The Commissioner doesn't think the numbers support hiring two more employees. Candy Blair, Health Care Administrator, said Collin County is one of the highest TB counties in the state. Since TB is communicative, we want to be proactive not reactive. Collin County has averaged 25 active cases of TB per year over the last ten years. With a staff of nine, and a ratio that says each caseworker should be able to provide for 2.18 cases, we should be able to handle about 19.62 cases. Using that standard, the health department should have a staff of 11.56 people. In the last 24 hours Ms. Blair has received notification of four additional suspected cases. Two outreach workers do home visits five days a week and there are four nurses in the TB clinic.

When the report was completed in early August, there were 16 active cases in Collin County. As a result of those 16 active cases, Ms. Blair has had to deal with 1,009 individuals.

Other health care concerns are West Nile Virus, Cyclospora and Measles. Ms. Blair stated she has not added staff since 2008. The presentation continued with Ms. Blair highlighting functions performed by her staff. Following discussion, Judge Self said the positions have been recommended. (Time: 3:17 p.m.)

Ms. Huffman returned to discuss the position of Juvenile Counselor. The position will be located in the Juvenile Detention Facility. The goal is to hire a bilingual counselor to assist with assessments and be on duty for crisis situations. Commissioner Shaheen asked why one of the current counselors can't be replaced with a bilingual counselor. Ms. Huffman replied they don't have any openings on their counseling staff right now. An additional counselor is needed because assessments require more work from their counselors. It takes three to four hours for a counselor to conduct an interview and complete the report. Their numbers aren't increasing, but the need for assessments is. Previously assessments were done by outside individuals through the Drug Court but now that duty has been transferred to the Juvenile Counselors. Commissioner Shaheen would prefer to use grant funds to hire someone from the outside to do assessments. Ms. Huffman said the quality of the outside assessments was not what the judge wanted. (Time: 3:24 p.m.)

Andrea Stroh Thompson, District Clerk, was the next speaker. Ms. Thompson was asking for a senior administrator and a Clerk I reclass. The question before the Court was to either hire a senior administrator at which time Ms. Thompson will ask for a reclass after budget, or the Court can guarantee Ms. Thompson a reclass now and save a position. Ms. Thompson is willing to reclass someone up to a senior administrator and do away with the lower position. Ms. Thompson's preference is to have both but she must have the senior administrator position. Ms. Arris recommended three positions for the District Clerk. Following discussion, it was decided the Court will vote tomorrow to take out the senior administrator position if they guarantee a reclass. (Time: 3:28 p.m.)

Commissioner Shaheen asked for an explanation on the need for an additional database administrator. Ms. Skipworth said currently we have one database administrator in Collin County. Part of the growth is to bring the Homeland Security database system in-house. The County started with 75 databases, with basic data, with daily feeds. Every day each entity with which we have an agreement feeds us data. Someone must sit there and manage those feeds to make sure they're still active. We're adding more and have increased by 45 databases. Ms. Skipworth said we have a liability in that we only have one certified database administrator in the county. Without a fully operational database system, this county goes down. We are in a full cluster environment. Ms. Skipworth has had to pull a senior level programmer to assist the database administrator. Commissioner Shaheen asked that this position be put in contingency following a discussion on the Fusion Center. (Time: 3:34 p.m.)

Commissioner Shaheen asked about the Tax Assessor's office. Property tax transactions, except for the month of January, are showing a decline in transactions. Why are we adding people if the number of transactions is declining. Ms. Arris explained the Tax Office may receive one payment from a mortgage company but they have to post payments to individual accounts. Commissioner Shaheen struggled with adding three people. Ms. Arris added temporary employees are brought into this office to assist during the peak season. The request for additional employees in the Tax Office will be added to the list. (Time: 3:38 p.m.)

Following discussion on mandatory items under Homeland Security and the Fire Marshal, Judge Self noted the discussion had moved to non-mandatory actions such as the Animal Shelter. The Judge asked Mr. Bilyeu about responsibility to the Animal Shelter with rabies and animal control and paying off the building; responsibility for county roads; and then discussion moved to the 900 and 920 Buildings in Plano. The 920 Building has newer furniture and newer desks. There was a request for an estimate on a refresh for the 900 Building.

Ms. Arris gave an overview of the agenda for Wednesday's Workshop session. Judge Self asked for a discussion on scenarios for the fund balance. Commissioner Williams led the discussion. The Court has talked at length about the fund balance continuing to grow and how it should be addressed. At the same time, there is a lengthy list of transportation projects with cities. Since there is no hope of getting help from the state with the transportation issues, Commissioner Williams suggested one option would be to take a portion of the fund balance dollars in a one-time move to try to work down the project list. A discussion of the various projects followed.

Judge Self wanted a conversation about the unfunded liability and TCDRS. The Court does not want to jeopardize our AAA bond rating. Ms. Arris said per our financial advisors, it's recommended we don't go below 180 days. A discussion of TCDRS will be on Wednesday's agenda. (Time: 3:59 p.m.)

Commissioner Shaheen pointed everyone's attention to health care. The Commissioner wanted to look at Prima Care and doctors that are being reimbursed versus those that are not.

Ms. Arris had a five-year plan which she went over with the Court. The tax rate percentage growth is based off of 3% growth. The dollar amount is distributed not only to the general fund, but also to road and bridge, permanent improvement and the debt service fund. At the conclusion of the discussion, Judge Self outlined the agenda for Wednesday morning and announced the meeting would stand in recess. (Time: 4:14 p.m.)

At 4:14 p.m. Judge Self recessed the meeting of the Commissioners' Court Budget Workshop Special Session until 9:00 a.m. on Wednesday, August 21, 2013.

WEDNESDAY, August 21, 2013 at 9:00 a.m.

Judge Self reconvened the meeting of the **Collin County Commissioners' Court Budget Workshop Special Session** at 9:00 a.m. on Wednesday, August 21, 2013.

Judge John Roach, 296th District Court, presented a Power Point on Collin County Court Administration. The Court Administration consists of one person, and she is the direct liaison for all county departments and elected officials. Ms. DeVault was hired and it had to be determined whether or not she would be able to find and get grants with efficiencies and savings for the courts and to find other efficiencies within the court system.

Ms. DeVault's first project was to apply for the Texas Indigent Defense Commission – Mental Health Managed Counsel Program. This required contacts with the Sheriff's Office, Collin County mental health professionals, Auditor's office, Judges, court staff, attorneys, TIDC, MHMC staff and court administration in other counties. Numerous reports and statistics were reviewed and analyzed for grant application. Ms. DeVault assisted in drafting and editing text, had ongoing communications with a grant writer to finalize the application and attended a TIDC grant committee meeting in Austin which resulted in the first year grant award of \$250,000.

Alyse Ferguson was hired to manage that program. Ms. DeVault and Ms. Ferguson have assisted the Attorney Director with program development, job descriptions, and policy and procedure manuals. The date of arrest to transport-to-hospital date has decreased by 50%. Since January 1, 2013, the average length of stay is less than 100 days for MH inmates with both arrest and bond dates which is down approximately 75%.

Ms. DeVault has also worked with the OOG/JAG Grant and requested \$24,240 for iPads for Judges. We are ranked 14th by NCTCOG (North Central Texas Council of Governments) on that grant request and awaiting final response from OOG.

Ms. DeVault is working on the TIDC e-Management Software Grant. This grant will allow us to electronically process attorney pay sheets from the attorney through the courts and then to the Auditor with no generation of paper. Also, Ms. DeVault handled a TIDC audit to make sure we were in compliance. She prepared the response on behalf of the District, County and JP Courts.

On a daily basis Ms. DeVault monitors the jail population which is at an all-time low. With the help of Judge Willis, she has expedited the process of executing judgments and transferring to TDC. Video conferencing with attorneys and inmates has been implemented. Ms. DeVault is researching options of expanding pretrial release and monitors the daily transfer appearance report for attorney no-show issues, as well as preparing annual court budgets, reviewing monthly financial reports and addressing financial issues with Budget and the Auditor's Office.

Ms. DeVault is the primary contact for Commissioners' Court. She prepares agenda items for presentations and addresses the Court as needed. She has assisted with Veterans' Court implementation and grant applications and made sure we were in compliance with the LEP (Limited English Proficiency) Plan. She monitors Indigent defense plans and processes to ensure compliance with Texas Fair Defense Act.

The Judges could not be as efficient as they are today without the Court Administrator. The Judges are fulfilling their constitutional obligations to judge the cases before them and don't have time to work on the things that need to be worked on for the administration and efficient management of the courts. For years, in the District Courts, we have been trying to do a survey with all our departments and throughout the county with other attorneys. With Ms. DeVault's help, we will be sending out surveys in the next 30 days to our departments to make sure they are running efficiently.

Going to the eFiling System comes with a lot of complex problems for the court system and the Judge will not have time to manage it on a day-to-day basis as we get closer to implementation. Ms. DeVault oversees the auxiliary staff, finds out information from the OCA regarding requirements of court staff and arranges with OCA to come in and train our court staff. She arranged the class on "Not Giving Legal Advice."

The Court Administrator is an integral part of the management of the court system and it cannot be done without this position. We do not have the time, resources or energy to sit down and make the constant daily improvements with the court system. If we are able to keep this position, we will continue on a daily basis to make sure that Collin County has one of the most efficient court systems that we can have with the resources that we have.

Ms. Skipworth agreed with Judge Roach regarding the eFiling system. Every document that a Judge creates in a courtroom will have to be filed electronically through the state portal. This needs to be rolled out across Odyssey and through the eFiling system with the state, and Ms. DeVault will have to take that role for all the courts and judges. (Time: 9:25 a.m.)

Judge Roach presented his second presentation on Courtroom Technology. Commissioner Shaheen is concerned about the county having to spend \$1 million every six or seven years to upgrade for video capability. He wanted to consider a more simple configuration with a projector, a PC and a screen on the wall to project an image.

Judge Roach explained Commissioner Shaheen is referring to JP Courts who deal with traffic tickets. The District Courts are handling capital murder cases where the death penalty is a possibility. These cases are more complicated with police officers using video cameras and microphones on their uniforms as they approach cars, and people have to watch those. Commissioner Shaheen feels that can be done with the system he is recommending. Also, the District Courts do not have the same technology that the County Courts have. The county is digital based and the district is analog based. Judge Roach referenced several negative comments about the AV from jurors who completed surveys after serving on a jury. Judge Roach went on to say these were comments from citizens who had taken time out of their day to serve as jurors.

Ms. Skipworth has concerns about Commissioner Shaheen's proposal because the analog speakers will not connect to the system he is recommending. We will still be fighting the different technology platform, and with playing so much audio/video in a courtroom, you have to have the digital capability coming in from the city PD's. If the analog microphones and speakers fail, you could lose everything. There is a risk that a courtroom will go down and juries won't be able to hear everything. Commissioner Shaheen asked what the \$1 million will provide. Ms. Skipworth explained it is all the network equipment in the back room and the AV closet and the mixer on the back end that controls the audio/video. Her concern with such large courtrooms is not being able to combine the technology. The infrastructure is the backbone of the county, whether it is a mobile or stationary system. It will never go away, but it will shrink in cost and size and expand in capability because that is where technology is going. Ms. Skipworth's data center is shrinking in equipment but with more power and she does not believe future costs will be the overhaul that Commissioner Shaheen is expecting.

Commission Webb brought up the eight-year-old radio system and the request for a \$14 million upgrade. Ms. Skipworth feels we have gotten good use for the last eight years on the analog equipment. She also mentioned that the equipment in the District Courts, the LCD's and projectors, will have to be changed because the majority of those are analog. The equipment in the County Courtrooms would stay because it is digital.

Judge Self recessed the meeting into Executive Session at 9:28 a.m. under paragraph 551.074 of the Local Government Code, to deliberate the District Clerk Senior Administrator position. Judge Self reconvened the meeting at 9:31 a.m.

g. Final Review of Add/Delete list.

Judge Self asked for any other comments on the AV. Hearing none, the Court moved on to the Add/Delete list. (Time: 9:34 a.m.)

Ms. Arris stated the first two items on the list had not been brought to court yet but the Budget Office has been made aware of them. CSCD is currently working on an agenda item that they are going to have on a future Commissioners' Court. It is their contract to pay for felony court collections. The change will be a month to month agreement so, by the time Ms. Thompson has a chance to hire and train for her position, we can cut off that contract. Judge Self confirmed the \$60,433 is the yearly amount and hopefully will not be spent. He then stated if there was absolute consensus on the items, they would not take a vote. No vote was taken for the CSCD item. (Time: 9:35 a.m.)

No motion was made for the purchase of a vehicle for the City of Lucas to be added to the recommended budget. (Time: 9:35 a.m.)

No motion was made to remove from the recommended budget the second County Clerk Collections position which was held in contingency. (Time: 9:36 a.m.)

A motion was made to approve the third County Clerk Collections position being deleted from the County Clerk Court Collection Budget and added to contingency. The position will be included in the budget but held in contingency pending the addition of another JP Court. (Time: 9:37 a.m.)

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

A motion was made to remove the County Clerk In-fax Solution for foreclosures from the recommended budget. Commissioner Williams would be willing to look at it in the future. (Time: 9:38 a.m.)

Motion by: Commissioner Matt Shaheen
Second by: Commissioner Cheryl Williams
Vote: 5 – 0 Passed

A motion was made to approve the lower bid (\$15,000) for the Road and Bridge PW Key Management System for the recommended budget. (Time: 9:38 a.m.)

Motion by: Commissioner Matt Shaheen
Second by: Commissioner Duncan Webb
Vote: 5 – 0 Passed

A motion was made to remove the third Case wheel loader for Road & Bridge from the recommended budget. (Time: 9:38 a.m.)

Motion by: Commissioner Cheryl Williams
Second by: Commissioner Matt Shaheen
Vote: 5 – 0 Passed

A motion was made to remove the installation of the sidewalk from the jail to the administration building from the recommended budget. (Time: 9:38 a.m.)

Motion by: Commissioner Cheryl Williams
Second by: Commissioner Matt Shaheen
Vote: 5 – 0 Passed

After a brief discussion regarding keeping the CPS (Child Protective Services) budget level with last year and moving all of the clothing budget to the drug testing budget, a motion was made to approve the change. (Time: 9:47 a.m.)

Motion by: Commissioner Matt Shaheen
Second by: Judge Self
Vote: 3 – 2 Failed
Nay: Commissioner Cheryl Williams, Commissioner Chris Hill and Commissioner Duncan Webb

After further discussion, a motion was made to keep the CPS budget level with last year at \$46,330 and to move \$10,000 from clothing, \$1,000 from medical costs and \$330 from miscellaneous into drug testing. This would put \$34,330 in drug testing and leave \$12,000 in clothing. (Time: 9:50 a.m.)

Motion by: Commissioner Chris Hill
Second by: Commissioner Matt Shaheen
Vote: 5 – 0 Passed

A motion was made to not add the increase in Education and Conference for District Court Shared to the recommended budget. (Time: 9:50 a.m.)

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

Judge Self stated the core function of the Constables was serving papers and warrants and collections and doesn't feel they need Tasers and vehicles with police packages. Commissioner Webb feels the constables are in very dangerous situations when they handle evictions and seizures. Commissioner Williams and Judge Self feel constables should call the police if they are in a dangerous situation. Commissioner Hill stated the cages are needed for safety. The vote on the vehicles was held pending more information and pricing from Jon Kleinhessel. A motion was made to remove the Tasers from the add/delete list. (Time: 10:20 p.m.)

Motion by: Commissioner Matt Shaheen
Second by: Commissioner Cheryl Williams
Vote: 5 – 0 Passed

Moving next to fuel and maintenance for four (4) reserve deputy vehicles, Judge Self feels they need marked cars for safety reasons so these should be constable cars with cages and lights. Mr. Kleinhessel came forward and explained these would be the vehicles that were being turned in by the Constables. A motion was made to keep these vehicles and add fuel and maintenance for these four reserve deputy vehicles to the recommended budget. (Time: 10:32 a.m.)

Motion by: Commissioner Matt Shaheen

Second by: Commissioner Chris Hill

Vote: 4 – 1 Passed

Nay: Commissioner Cheryl Williams

No motion was made to add the Superintendent salary increase in Juvenile Detention Administration to the recommended budget. (Time: 10:34 a.m.)

Moving to part-time assistant event coordinator for Myers Park, Commissioner Shaheen feels there is a need for this position due to the increased volume of work and the addition of the amphitheater. Judge Self agrees because this is an under-utilized county asset. A motion was made to add the Myers Park assistant event coordinator to the recommended budget. (Time: 10:37 a.m.)

Motion by: Commissioner Matt Shaheen

Second by: Judge Keith Self

Vote: 4 – 1 Passed

Nay: Commissioner Duncan Webb

A motion was made to add a full-time groundskeeper for Myers Park to the recommended budget. (Time: 10:37 a.m.)

Motion by: Commissioner Matt Shaheen

Second by: Commissioner Cheryl Williams

Vote: 5 – 0 Passed

A motion was made to add concrete to the Myers Park show barn to the recommended budget. (Time: 10:38 a.m.)

Motion by: Commissioner Duncan Webb

Second by: Commissioner Cheryl Williams

Vote: 5 – 0 Passed

Judge Self recessed the meeting of the Commissioners' Court Budget Workshop Special Session at 10:38 a.m. The meeting was reconvened at 10:48 a.m.

No motion was made on the Telecom Shared for Upgraded AV in Courtrooms so it will stay on the recommended budget. (Time: 10:49 a.m.)

Moving next to compa-ratio at \$1.8 million, it was decided to hold this item until later.
(Time: 10:50 a.m.)

Next was the Drug Court Coordinator grant. Ms. Arris stated we should receive notice in early October regarding grant funding for this position. Any increase to this person's salary would have to come from the county, not the grant. With no PFP, just the benefit changes, this person would cost the county \$584 if the salary is kept the same. Judge Self stated we would have to decide whether or not to eliminate or fund this position if we don't get the grant. Commissioner Williams felt it was necessary to be prepared to eliminate positions when the grant funding is eliminated. Commissioner Webb feels this is one of the more successful positions. The grant ends on August 31, 2013. A decision was made to put 25% into the recommended budget and 75% into contingency. No motion was needed because the full salary was already in the budget.
(Time: 11:00 a.m.)

No motion was made to add the position of HR Generalist since there will be a reclassification of this position. (Time: 11:00a.m.)

Candy Blair, Health Care, came forward to explain the need for a nurse and an analyst. When asked which position was more critical, Ms. Blair chose the analyst due to the increasing number of contacts and the complexity of the cases. A motion was made to remove the nurse position from the recommended budget. (Time: 11:07 p.m.)

Motion by: Commissioner Duncan Webb
Second by: Commissioner Matt Shaheen
Vote: 5 – 0 Passed

A motion was made to delete the Adolescent Counselor position from the recommended budget. (Time: 11:08 a.m.)

Motion by: Commissioner Duncan Webb
Second by: Commissioner Matt Shaheen
Vote: 5 – 0 Passed

A motion was made to approve the reclassification of the District Clerk's Senior Administrator position and remove the request for a Senior Administrator from the recommended budget. (Time: 11:10 a.m.)

Motion by: Commissioner Duncan Webb
Second by: Commissioner Matt Shaheen
Vote: 4 – 0 Passed
Commissioner Williams was not present for the vote.

Ms. Skipworth came forward to clarify the need for a DBA position in IT Administration. With the growth of our environment, Homeland Security, E-agenda and the court and jail systems relying on this database, we need to make sure we have good DBA's to support it. Ms. Skipworth has not asked for a position in IT in over eight years. The databases are growing in volume and capacity and not having a DBA onsite is a high risk. No motion was made to remove the DBA position from the recommended budget. (Time: 11:17 a.m.)

Ms. Arris reported on the three positions requested by the Tax Assessor. An employee from Ms. Arris' department performed an in-depth analysis of the Tax Assessor's office and learned each of the jobs in order to determine whether or not more positions were needed. She reported the office was very well managed, but understaffed. A motion was made to delete the three positions from the recommended budget. The motion died for lack of a second. The positions will remain in the recommended budget. (Time: 11:30 a.m.)

A motion was made to remove five laptops from the refresh program. (Time: 11:31 a.m.)

Motion by: Commissioner Duncan Webb
Second by: Commissioner Matt Shaheen
Vote: 5 – 0 Passed

A motion was made to remove 3% PFP for all 16 District Judges. The Board of District Judges voted to accept their 12% increase from the state and not ask for the 3% increase from the county. (Time 11:31 a.m.)

Motion by: Judge Self
Second by: Commissioner Matt Shaheen
Vote: 5 – 0 Passed

Dan James, Facilities, came forward to explain the need for the Utility Manager reclass position. Mr. James is asking to reclass a vacant Tech I position to a Utility Manager position. There are more programs than ever before generating more than \$193,000 income beyond Facilities. This position would monitor and generate funds for the county, implement energy conservation and oversee optimization. The rest of the team would absorb the work of the Tech I position that will be removed. Mr. Bilyeu recommended the position. A motion was made to add the reclass to the recommended budget. (Time: 11:36 a.m.)

Motion by: Commissioner Matt Shaheen
Second by: Commissioner Chris Hill
Vote: 5 – 0 Passed

Judge Ruckel came forward with pictures of the 920 Building showing mismatched furniture much of which was discolored and torn. The Judge feels this reflects poorly on him and the County and has received several negative comments. Commissioner Webb stated the mismatched, discolored and damaged furniture sends a signal and has an impact on the demeanor of people and their perception of justice. No motion was made to take this item out of the recommended budget. (Time: 11:44 a.m.)

A motion was made to increase Judge Weldon Copeland's pay and benefits by \$584. (Time: 11:45 a.m.)

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

Moving to jail arraignment pay increase for JP 1 and JP 3-2, Judge Self commented this is a necessary service and the two JPs do not have to do this. The cost in the marketplace would be much greater than paying existing staff. Commissioner Webb would like a five-year commitment. A motion was made to add the jail arraignment pay increase of \$4,671 for JP 1 and JP 3-2 to the recommended budget. (Time: 11:50 p.m.)

Motion by: Commissioner Cheryl Williams
Second by: Commissioner Matt Shaheen
Vote: 5 – 0 Passed

Mr. Kleinheksel came forward with a Power Point presentation from three years ago regarding the core functions of constables for Commissioner Hill. The presentation showed only one marked vehicle was required. The fiscal responsibility was to adopt a non-police specific vehicle. This would discourage constables from straying from their core functions and result in lower cost maintenance for the vehicles. After reviewing the list of vehicles with cages and lights per precinct, a motion was made to add six civilian Tauruses with red and blue lights in the rear and on the grill and no cages. (Time: 12:05 p.m.)

Motion by: Commissioner Cheryl Williams
Second by: Commissioner Matt Shaheen
Vote: 5 – 0 Passed

Next was a motion to add gas and maintenance for three deputy reserve vehicles instead of four. (Time: 12:06 p.m.)

Motion by: Commissioner Matt Shaheen
Second by: Commissioner Cheryl Williams
Vote: 5 – 0 Passed

Constable Knapp came forward to speak on the necessity of having cages and lights in the constables vehicles. Judge Self asked the Constable to gather data over the next few years in order to change the Court's decision. (Time: 12:15 p.m.)

Next there was a discussion regarding the compa-ratio budgeted at \$1.8 million. Ms. Arris commented the actual amount was \$683,048 less. Commissioner Webb stated from FY 2009 – FY 2013 exempt and non-exempt employees received an average of a 2.3% raise for PFP. Many employees have worked for five years and gained five years of experience and are not making any more money. The increases have only kept their buying power equal with CPI. Per Commissioner Webb, if we don't start compensating for the gain of experience for certain jobs (i.e. Accounting, Human Resources, IT, Engineering, District Attorney), we will lose key back-office people. They will need to be compensated for the experience they have acquired. When these employees leave, this creates a strain on managers which ultimately forces managers to leave. We will become a training ground for employees until they have acquired market value outside. The private sector looks at and pays for experience. We need to replace experience with experience.

The Commissioner went on to state Human Resources had a 23% turnover rate. Three examples were given of HR employees who left after gaining experience at the County and are now being paid significantly more somewhere else. Judge Self, Commissioner Williams and Commissioner Hill agreed all employees should not be treated the same. High demand positions and high performers need to be treated differently. Judge Self stated the higher paid employees are the ones that are underpaid. Commissioner Shaheen did not agree and thinks the data is conflicting and incomplete. Commissioner Williams has no problem setting aside some funding to fix some immediate problems until the Court can research and develop procedures. The Court agreed to reduce the amount to \$500,000 in a non-departmental fund which the Court will control and HR will develop procedures. (Time: 12:49 p.m.)

Constable Wright came forward and stated the previous presentation on Constables was given under the direction of Commissioner Williams with much of the data provided by the Commissioner. The Constable agrees they need to do a better job at providing data for the next budget session. There are warrants that previous Constables passed up and he will get them served but they do need the tools to do the job. Commissioner Williams wanted to go on record stating she completely disagreed with the Constable's assessment. (Time: 12:53 p.m.)

Judge Self recessed the meeting of the Commissioners' Court Budget Workshop Special Session at 12:53 p.m. The meeting was reconvened at 2:00 p.m.

A motion was made to set the County Court at Law Judges' salaries at not less than \$1,000 less than the District Judges' salaries. (Time: 2:05 p.m.)

Motion by: Commissioner Cheryl Williams
Second by: Commissioner Matt Shaheen
Vote: 5 – 0 Passed

Moving on to elected officials salaries currently budgeted at 3%, Commissioner Williams was not prepared to vote 3% across the board for all elected officials since the Commissioner is an elected official. A motion was made to delete the item from the recommended budget. There was no second. Commissioner Hill stated this is a CPI increase and not a merit increase. A motion was made to approve the 3% increase for elected officials. (Time: 2:10 p.m.)

Motion by: Commissioner Chris Hill
Second by: Commissioner Matt Shaheen
Vote: 4 – 1 Passed
Nay: Commissioner Cheryl Williams

A motion was made to increase the ranges only by 3% for legal, exempt, non-exempt and law enforcement. (Time: 2:10 p.m.)

Motion by: Commissioner Matt Shaheen
Second by: Commissioner Cheryl Williams
Vote: 5 – 0 Passed

After a brief discussion, a motion was made to abolish safety pay since there has been no decrease in the number of accidents on the road. (Time: 2:14 p.m.)

Motion by: Commissioner Matt Shaheen
Second by: Commissioner Chris Hill
Vote: 5 – 0 Passed

After a brief discussion, a motion was made to stop the practice of collecting jury duty pay. (Time: 2:20 p.m.)

Motion by: Commissioner Matt Shaheen
Second by: Commissioner Chris Hill
Vote: 5 – 0 Passed

No motion was made to abolish shift differential pay. (Time: 2:22 p.m.)

Moving next to TCDRS Unfunded Liability, Ms. Jacobson presented three options. The first being to pay nothing towards the unfunded liability; the second option would be paying the current year's smoothed amount of unfunded liability which is \$2,794,438; and the third option would be to pay the full amount of the current unfunded liability which is \$11,608,062. TCDRS informed Ms. Jacobson that the rate would be lowered if the entire current unfunded liability were paid though it was not specified what the rate would be. Judge Self commented the rating agencies view paying the entire unfunded liability as a positive. The last time it was paid down the rate went from 12.09% to 8%. A motion was made to pay the current unfunded liability of \$11,608,062. (Time: 2:30 p.m.)

Motion by: Commissioner Matt Shaheen
Second by: Commissioner Duncan Webb
Vote: 5 – 0 Passed

A motion was made to reduce the low-cost plan employee-only coverage from \$107 to \$90 to comply with ACA (Affordable Care Act). (Time: 2:34 p.m.)

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

A motion was made to continue the Wellness Program. (Time: 2:35 p.m.)

Motion by: Commissioner Duncan Webb
Second by: Commissioner Matt Shaheen
Vote: 5 – 0 Passed

A motion was made to add dental implants to the dental plan. (Time: 2:37 p.m.)

Motion by: Commissioner Matt Shaheen
Second by: Commissioner Chris Hill
Vote: 5 – 0 Passed

No motion was made to increase the tier 3 prescription drug coverage cost of \$50. (Time: 2:38 p.m.)

A motion was made to implement a quantity limitation on drugs having an FDA or standard limitation. (Time: 2:40 p.m.)

Motion by: Commissioner Matt Shaheen
Second by: Commissioner Duncan Webb
Vote: 4 – 0 Passed
Abstained: Commissioner Chris Hill was not present for the vote.

No motion was made to add a smoking or overweight surcharge. (Time: 2:41 p.m.)

Judge Self recessed the meeting of the Commissioners' Court Budget Workshop Special Session at 2:41 p.m. The meeting was reconvened at 2:50 p.m.

4. Fund Balances (of fund receiving tax dollars).

a. General Fund.

b. Road & Bridge Fund.

c. Permanent Improvement Fund.

d. Operating Funds.

Ms. Arris took the changes and put them into the Five-Year Plan. The General Fund Budget, with the one-time TCDRS payment of \$11.6 million, increased to \$170.5 million or 12.2%. With the add/delete changes to the Operating Funds, revenues remained the same, the General Fund Budget went up to \$170.5 million, Road and Bridge Fund went down to \$22.3 million and Permanent Improvement Fund went down slightly by 1.9%. Total Operating Budget is \$194.7 million which is an increase of 12% from last year. Taking out the \$11.6 million one-time payment to TCDRS, the increase goes down to 6% over last year. The total combined recommended budget is \$278.2 million with estimated revenues at \$270.5 million. There are a few revenue changes from the Auditor's office that have not been put in yet. (Time: 2:59 p.m.)

5. Discussion of Proposed FY 2014 Tax Rate.

a. Effective Tax Rate.

The current tax rate is \$0.24 with no rate increase for 20 years. We have had the 5% Homestead Exemption for five years. The FY 2013 Certified Adjusted Taxable Value is \$79.1 billion which equates to a 6.1% increase from FY 2012 tax year. The average home value in Collin County is \$238,030 with an average tax bill of \$542.71 which includes the homestead exemption. After calculating the tax cut suggested by Commissioner Shaheen, it would make FY 2017 and FY 2019 expenditures greater than revenues and close to balancing in FY2018. (Time: 3:08 p.m.)

Ms. Jacobson came forward to ask for approval on the ACA (Affordable Care Act) waiting period. A motion was made to change the waiting period to the first of the month after 59 days of employment but no later than 90 days. (Time: 3:10 p.m.)

Motion by: Commissioner Cheryl Williams

Second by: Commissioner Duncan Webb

Vote: 5 – 0 Passed

b. Rollback Tax Rate.

c. M & O Tax Rate.

A motion was made for a total M & O tax rate of \$0.182834 for FY 2014.
(Time: 3:18 p.m.)

Motion by: Commissioner Duncan Webb

Second by: Commissioner Chris Hill

Vote: 4 – 1 Passed

Nay: Commissioner Matt Shaheen

COURT ORDER NO. 2013-626-08-21

d. Debt Service Tax Rate.

A motion was made to set the debt service tax rate at \$0.057166. (Time: 3:18 p.m.)

Motion by: Commissioner Cheryl Williams

Second by: Commissioner Chris Hill

Vote: 4 – 1 Passed

Nay: Commissioner Matt Shaheen

COURT ORDER NO. 2013-627-08-21

e. Total Tax Rate – Record Vote to Proposed Tax Rate.

A motion was made to keep \$0.24 for the total combined property tax rate.
(Time: 3:19 p.m.)

Motion by: Commissioner Chris Hill

Second by: Commissioner Cheryl Williams

Vote: 4 – 1

Nay: Commissioner Matt Shaheen

COURT ORDER NO. 2013-628-08-21

1. Vote to place a proposal to adopt the rate on the agenda for a future meeting
(September 6, 2013) as an action item.

A motion was made to set the adoption of the FY 2014 Tax Rate for September 16,
2013 at 1:30 p.m. in the Commissioners' Courtroom. (Time: 3:20 p.m.)

Motion by: Commissioner Duncan Webb

Second by: Commissioner Matt Shaheen

Vote: 5 – 0 Passed

6. Schedule Public Hearings.

COURT ORDER NO. 2013-629-08-21

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

1. Tuesday, September 3, 2013 at 1:30 P.M. in the Jack Hatchell Administration Building, Commissioners Courtroom.

A motion was made to have the first public hearing on FY 2014 Tax Rate on Tuesday, September 3, 2013 at 1:30 p.m. in the Commissioners' Courtroom. (Time: 3:19 p.m.)

Motion by: Commissioner Duncan Webb
Second by: Commissioner Matt Shaheen
Vote: 5 – 0 Passed

2. Monday, September 9, 2013 at 6:00 P.M. in the Council Chambers, City of McKinney City Hall (regularly scheduled Commissioners' Court meeting date).

A motion was made to have the second public hearing on FY 2014 Tax Rate on Monday, September 9, 2013 at 6:00 p.m. in City of McKinney Council Chambers. (Time: 3:19 p.m.)

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

3. A quorum of the governing body must be present at both public hearings.

b. Budget Public Hearing (LGC 111.067 & 111.068).

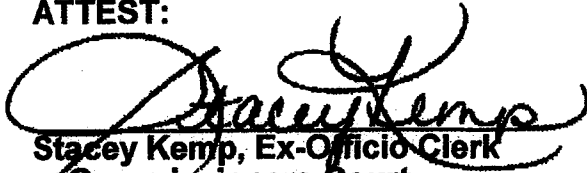
1. Monday, September 16, 2013 at 1:30 P.M. in the Jack Hatchell Administration Building, Commissioners' Courtroom.

EXECUTIVE SESSION

The Court did not recess into Executive Session. There being no further business of the Court, Judge Self adjourned the meeting of the Commissioners' Court Budget Workshop Special Session at 3:20 p.m.



ATTEST:



Stacey Kemp, Ex-Officio Clerk
Commissioners Court
Collin County, T E X A S



Keith Self, County Judge



Matt Shaheen, Commissioner, Pct. 1



Cheryl Williams, Commissioner, Pct. 2



Chris Hill, Commissioner, Pct. 3

Not Present

Duncan Webb, Commissioner, Pct. 4