

STATE OF TEXAS

COMMISSIONERS' COURT SPECIAL SESSION
MEETING MINUTES

COUNTY OF COLLIN

AUGUST 10, 11, 12 & 13, 2015

On Monday, August 10, 2015, Tuesday, August 11, 2015, Wednesday, August 12, 2015, and Thursday, August 13, 2015, the Commissioners' Court of Collin County, Texas, met in a Special Session Workshop in the Commissioners' Courtroom, Jack Hatchell Collin County Administration Building, 4th Floor, 2300 Bloomdale Road, City of McKinney, Texas, with the following members present, and participating, to wit:

Judge Keith Self

Commissioner Susan Fletcher, 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.

MONDAY, AUGUST 10, 2015 at 3:30 P.M.

1. Overview of Budget Workshop Agenda

Monika Arris, Budget, came forward with an overview of the FY2016 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 General Fund recommended budget is \$188.7 million. Without funding the one-time expenditures, which include the first phase of the Sheriff's Office Public Radio System for \$7 million and the County Clerk's AmCad system for \$8 million, the General Fund recommended budget would be \$173.7 million. The revenue estimate for FY2016 is \$191.3 million.

The Road & Bridge fund recommended budget has gone up 3.5% for \$23.3 million with a revenue estimate of \$21.9 million. Because this fund has done well the intent is to use the reserve to bring down the fund balance. The Operating Fund's recommended budget consists of the General Fund, the Road & Bridge Fund and the Permanent Improvement Fund. It is growing at 5%, for a total budget of \$215.4 million. The estimated revenue for the Operating Fund is \$213.2 million which is slightly less than the recommended budget. The General Fund has an estimated revenue increase of 10.6%, Road & Bridge has an estimated increase of 5.5% and Permanent Improvement is at 0%. On the expenditure side the General Fund, which includes the one-time expenditures, has an increase of 13.2%, Road & Bridge has an increase of 3.6% and Permanent Improvement has an increase of 27.1% yet has a smaller budget and is based on projects budgeted. The total estimated expenditure increase for the Operating Fund is 12.3%.

Health Care trends are increasing for FY2016 by 3.2%. Revenues are estimated at \$1.3 million with a recommended expenditure budget of \$4 million. Other funds that help compile the total combined budget include grants, Special Revenue Funds, Internal Service Funds, Community Supervision and Corrections Department and the Collin County Toll Road Authority. The total combined recommended budget for FY2016 is growing at 5.8% which does not include the one-time expenditures for \$296.8 million. The estimated revenue is \$307.4 million and the plan is to use \$4.3 million in reserve throughout various funds for the recommended budget.

One-time expenditures from FY2015 were eliminated from the budget for a reduction of \$35.9 million. Increases to the FY2016 budget include: \$17.7 million in department improvements, \$3.4 million for new positions, \$6.8 million in debt service payment, \$2.7 million in salary and benefits and \$15 million for one-time expenditures.

There are a total of 1,902 requested positions which include 1,815 current positions. The number of recommended positions brings the total to 1,866 for an increase of \$3.4 million. The positions include: three Deputy Clerk II positions for the new County Court at Law 7, one Information Clerk/Receptionist for the County Clerk Court Collections, one Functional Analyst in the County Clerk Treasury Department, one Deputy Clerk II for the County Clerk Probate/Mental Department, four positions to staff the new County Court at Law 7, five positions for the District Clerk's office, three positions for the District Court shared area, four positions each to staff the 469th District Court and 470th District Court, ten positions for the Tax Assessor Collector, seven positions for the District Attorney's office, one position for Facilities, five positions for the Sheriff's Office, one position for Juvenile Probation and one position for Healthcare.

The recommended salary and benefit changes include a 4% PFP (Pay for Performance) and an increase in medical from \$875 per month per full-time employee to \$900 per month for a total cost of \$2.7 million. (Time: 3:38 p.m.)

3. Items for Court Consideration

a. Permanent Improvement Fund

Items for Court consideration: There are currently 18 projects recommended for a total of \$3,448,075. Five projects are budgeted for Facilities to do in-house and 13 projects are budgeted for the Construction & Projects Team. This year all of the projects were given a point system. The Construction & Projects Team cannot handle more than 35 points worth of work based on the number of staff. Currently they are budgeted at 25 points worth of work.

Commissioner Williams said some of the items which were requested and approved and some which were requested and denied strike her as being basic maintenance. She asked how projects are determined to be a maintenance project versus a PIP (Permanent Improvement Project) and how it is determined which fund pays for the project. Monika Arris, Budget, stated the larger based maintenance projects are paid for out of the Permanent Improvement Fund and overseen by Construction & Projects. For example, caulking of seams around the exterior of the Administration Building, Courthouse and Central Plant has been submitted as a PIP. Dan James, Facilities, came forward to explain the difference between a PIP and Facilities maintenance. A PIP is something that is not reoccurring and may only need to be addressed every five to ten years. It is also defined by the type of equipment or material used to make the repair and something that is not available internally. Commissioner Williams asked if the projects which reoccur infrequently could be anticipated and scheduled over time. Mr. James stated reoccurring items such as roof replacement are tracked and maintained and may not need a lot of repair; therefore, the life can be extended. Other items are tracked but depending on extreme weather conditions or ground shifting may rarely occur. If the seam caulking, for example, continues to reoccur, this means there are more issues to be addressed which is why it is evaluated from a PIP standpoint.

Commissioner Williams asked Mr. James to address the bathroom stalls in Minimum Security and the fire panel in the Animal Shelter. Mr. James said the restroom stalls are permanent fixtures of the building, built in 2001, and not on a regular schedule to replace; therefore, it is not looked at as Facilities maintenance but rather a PIP. Commissioner Webb asked if pumps are considered a PIP. Mr. James said typically maintenance is done on the pumps out of Facilities maintenance.

When determining a PIP, Mr. James looks at the campus overall such as structural and operating issues to the building. Once areas of concern are identified they are evaluated to determine if the issue can be resolved internally. Due to technology advancing, the fire panel in the Animal Shelter is being replaced so it will be capable of networking to the existing monitoring system located at the Central Plant. Commissioner Williams suggested putting foreseen large ticket items on the 5-Year Plan to budget accordingly. (Time: 3:50 p.m.)

1. Recommended Projects

FY2016 PIPs include replacing the fire panel in the Animal Shelter and the installation of a variable frequency device in the Central Plant. Seam caulking needs to be done at the Administration Building, the Courthouse and the Central Plant as well as repair to decorative columns at the Courthouse. The parking lot at the Health Care Building needs to be resurfaced. The Justice Center has several projects: 1) replacing the store front sliders in the book-in area; 2) converting the pneumatic air pressure system; 3) refurbishing the air handling unit by coating the inside of the unit; 4) placing laminate in the book-in area; 5) installing security cameras; 6) replacing carpet; and 7) installing audio video equipment. The Minimum Security project is the restroom stall doors mentioned above. Public Works – Farmersville has employee lockers to be installed in the service barn. Public Works – McKinney has three projects: 1) continue the replacement of auto lifts which began in 2015; 2) install insulation and soundproofing in the Shop Coordinator's office; and 3) replace shelving in the Service Center. The project in the 920 Building is the construction for the IT Data Center. (Time: 4:01 p.m.)

2. Court Consideration Projects

There are six additional projects totaling \$1,695,500 to \$1,945,000 for Court consideration. Two projects are for Facilities to handle in-house and four are for the Construction & Projects Team for a total of 13 points.

The project for the Animal Shelter is to divide office space into a conference area and a new feline meet and greet room for \$30,000. The next is the installation of an automatic handicap button for the back entrance of County Court at Law 2. The employee parking gates need to be replaced at the Courthouse. The \$1.1 million Medical Examiner Building expansion is up for consideration. Funding for the design of the expansion was approved in FY2015. Also on the list for consideration is the reconfiguration of the west end of the Stall Barn as well as the Show Barn electrical upgrade at Myers Park.

Commissioner Webb questioned the automatic handicap button for County Court at Law 2. He asked if this is a necessary accommodation the County needs to make and does the County's current ADA (American with Disabilities Act) compliance protect us in this situation. Cynthia Jacobson, Human Resources, said there is a formalized process for adopting an accommodation and one has not been requested by that department. Ms. Jacobson is comfortable with the County's ADA compliance if this project is not done. There was a brief discussion on why the project is on the list when there is another route with a larger landing into the courtroom. Mr. James stated the door in question is within ADA guidelines. It would cost approximately \$5,000, excluding labor, for electrical, cabling and new door hardware. Judge Self added this item to the add/delete list.

Commissioner Williams added the Animal Shelter project to the add/delete list. She said a single feline room will reduce the staff time required to maintain the area as opposed to cleaning and feeding in every cage. Bill Bilyeu, County Administrator, said the best practice for housing the cats is a single room which will also allow people to interact with the cats. The cost does get charged back and is prorated based on our population which will be 17% for the County. The project will include a new wall and doors and is a two point project. Bill Burke, Construction and Projects, explained the \$30,000 would be the estimated cost if outside contractors are used. If this is handled internally, the cost will dramatically decrease. Following the discussion, the item was added to the add/delete list as an internal project.

It was requested the options for the replacement of employee parking gates be discussed in Executive Session.

Commissioner Webb suggested talking with the Medical Examiner to see if the building expansion could be held off for another year given the amount in one-time expenditures.

Judge Self asked Judy Florence, Myers Park, to come forward. Ms. Florence said the reconfiguration of the west end of the Stall Barn will allow an increase in the numbers during small livestock shows as well as the county show. There will be an open concrete space which will lend itself to Boy Scout events, master gardener shows and bulb sales, market events and more. Judge Self asked Mr. Burke how much of the \$400,000 is for concrete. Mr. Burke stated 25-30% would be concrete and electrical would take most of the remainder. The electrical system being requested is similar to that in the Show Barn which costs approximately \$1,000 per outlet drop. There are 196 outlets in the building. If any are touched, they all have to be brought up to code. The plan for the Stall Barn is to remove 54 stalls and replace with concrete, replace a roll up door which requires reframing to increase the size and redo all electrical. Judge Self asked what the impact would be if the project was not done. Ms. Florence stated Myers Park would continue operating as is; the livestock shows will have to stay relatively small and we will not be able to accommodate everything coming forward in the next few years with the county show. The agriculture groups had asked about expanding the Show Barn and since there is no way to expand it, this project seemed the most viable avenue to accommodate everyone.

Commissioner Webb asked since these are long-term improvements, could Parks & Open Space funds be used. Jeff Durham, Parks & Open Space, came forward and stated he would have to talk to the bond attorney about it, but it is possible. Judge Self added the item to the add/delete list for Parks & Open Space consideration only and said the Show Barn electrical should be done. Discussion followed regarding the need for the project to be done in FY2016 and the concern of the electrical situation resurfacing the following year. (Time: 4:27 p.m.)

b. FY 2016 Furniture Refresh

The FY2016 Furniture Refresh will cover the administration side of the Sheriff's Office, Jail and Minimum Security for a total of \$1.5 million which is an increase of \$500,000 over the FY2015 budget. The administration side of the Sheriff's Office includes the Dispatch and Investigator areas as well as Homeland Security which currently have the old cubical set up. This is the same for Adult Detention and Minimum Security. Chairs will be the only thing looked at in Dispatch until it is determined if the department will be relocated.

There was a brief discussion on whether the furniture refresh for the Sheriff's Office could be split between FY2016 and FY2017 to bring the refresh budget down to \$1 million. Monika Arris, Budget, stated the Sheriff's Office is the last department to refresh. She said we could budget at \$1 million and when the money is spent, that is where the refresh stops this year. Judge Self added the furniture refresh to the add/delete list dropping the budget to \$1 million and removing Minimum Security to get an idea of what that does to the cost. Commissioner Webb agreed and suggested dropping the budget down to \$500,000. The Court asked for rough estimates for each building to make a decision on which area to take off the budget for FY2016. (Time: 4:34 p.m.)

The following items originally scheduled for discussion on Tuesday, August 11, 2015 were discussed on Monday, August 10, 2015.

Inmate Medical

Monika Arris, Budget, stated the Inmate Medical will be an agenda item on the August 17, 2015, Commissioners' Court to award the bid. There is an increase of \$1,360,262 for adult and juvenile inmate health. This includes expanded hours for the psychiatrist and a weekend physician. Judge Self said money will be saved with the reduction of overtime in the Sheriff's Office because inmates will not have to be transported to the hospital on weekends. Commissioner Williams stated this is one of the costs that occur when counties become the de facto mental health institution.

Candy Blair, Health Care Services, came forward and stated all the bids were relatively close and within \$100,000 of each other. An analysis was run on weekend trips to the hospital. All admissions were on Friday, Saturday, Sunday and Monday which proved they need additional help on weekends. The increase is not just for additional staff but for the overall increased cost with medical. It will provide weekend coverage with an upper level professional such as a Nurse Practitioner or Physician Assistant, it will increase the psychiatrist by 20 hours and provide a mental health technician to help get medical records on the patients for discharge planning. The company has agreed to cover medications for 30 days once the inmate is released versus two weeks. New generation medicine will be looked at on a cost-plus base to help get the corporate discount.

Judge Self asked for the LifePath formulary to be shown to the company and vice versa to keep the inmates on the same medications or start them on affordable medications. The Judge asked if the new physician for Health Care Services could overlap as the inmate physician. Ms. Blair said this will not work as the inmate physician is under contract with the health provider company. (Time: 4:43 p.m.)

John Wesley Frisco Building

Bill Bilyeu, County Administrator, stated this item is an add to the budget. There is a five-year plan and a verbal agreement has been reached for \$2.1 million to close in January 2016. Exchange of letters will take place this week and it will hopefully be on the August 17, 2015 Court agenda. Mr. Bilyeu will have the contract drawn up for Judge Self to sign. (Time: 4:44 p.m.)

NACo Membership

Commissioner Webb put this on the agenda. He attended the NACo conference which was more in line with what Collin County does as opposed to TAC (Texas Association of Counties). NACo membership costs \$10,000-\$15,000. After a brief discussion it was determined it would cost less to attend NACo Conferences than to purchase a membership. The disadvantage of not purchasing a membership is the ability to join committees. (Time: 4:48 p.m.)

County Clerk – AMCAD

Stacey Kemp, County Clerk, stated in June 2014 AmCad discussed filing for bankruptcy protection. In October 2014 AmCad filed a petition for relief under Chapter 11 of the United States Code. On November 14, 2014, the bankruptcy court approved the sale to Granicus. The County Clerk is responsible for the maintenance and permanent retention of millions of documents and it is essential to have a technologically advanced database with reliable functionality. Ms. Kemp mentioned a few of the functional requirements she would like to ask for if this goes to an RFI (Request for Information) or RFP (Request for Price) which they do not have: a dashboard for performance tracking, reporting and auditing; rubber band OCR; GIS Integration; automated workflow; error alerts for data entry and touchscreen capability.

Commissioner Webb asked if we have to move forward. Caren Skipworth, CIO, stated Granicus had almost a year to show what they were going to do with the AmCad software. There have not been any updates or new releases provided. Granicus has been asked to present strategic roadmaps but what they have presented is the option to move to their new system.

Dallas County is one of their customers. Dallas County is moving off of the AmCad product and onto the Granicus system. The question is do we want to move to Granicus or see what is on the market. She suggested doing an RFI to see what the options are. Granicus may be the best option but it is unknown at this time.

From a technology standpoint Granicus is based on a 15-year-old language and would not give Ms. Kemp the mobility she needs for her office. The system was tested on a tablet running Windows 8, but it does not have touchscreen functionality. It is still batch processing, meaning the business for the day will not be fully indexed for at least 24 hours. Most new applications are moving to the front of the counter for business processes offering real-time data. IT is moving the database structure into the latest SQL cluster which AmCad will not support.

Commissioner Webb asked how long until AmCad is not supported. Ms. Skipworth said there has not been a date or timeframe given as to when they will stop supporting the system, but they have made it evident they are not going to invest in the product. Commissioner Williams would like to see what options are available.

Ms. Kemp mentioned Dallas County is on a subscription based product. This means they charge their customers a fee per document where Collin County does not. Commissioner Webb asked how Granicus is paid for their service. Ms. Kemp stated a maintenance fee of approximately \$64,000 is paid per year. The Judge said we should do the RFI (Request for Information) now and add kiosks as a requirement to save money. Eventually there could be a row of 20 kiosks and three people walking around to assist. (Time: 5:00 p.m.)

Judge Self recessed the meeting of the Commissioners' Court Budget Workshop Special Session at 5:00 p.m. until 9:00 a.m. on Tuesday, August 11, 2015.

TUESDAY, AUGUST 11, 2015 at 9:00 A.M. through WEDNESDAY, August 12, 2015 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 11, 2015.

Judge Self gave an overview of the first day of the Budget Workshop saying the Court is trying to do a status quo budget with \$20 million in additions to the budget. The County Clerk's AmCad system and the radio system for the Sheriff's Office totals \$15 million, another \$2 million for costs the Court does not control but needs to be added to the budget, and \$3 million for the new courts which all together equal \$20 million of additions to the budget. However, there is no new money for transportation in the budget. Also, there are other costs that the Court does not control such as the \$900,000 increase in Indigent Defense expenditures which is now up to \$8 million.

Commissioner Webb said the Indigent Defense budget is growing at a rate of 10% a year. The mental health team has been added as employees as well as the civil defense department. The Judge said some of these items cannot be put off, but there are other items that can be. Judge Self said the \$15 million for AmCad and the radio system could come out of reserves to buy down the budget but this would affect the roll back rate and effective rate. Our citizens saw a 9.5% increase in their taxes this year and he thinks the Court can do something for them. (Time: 9:06 a.m.)

c. Outside Agency Budgets

1. LifePath Systems

Randy Routon, Ph.D. and CEO of LifePath Systems, came forward and acknowledged two board members, Ernest Myers and Matt Duncan, who were also present. Due to the continued growth in the county and the additional requests for services, they are asking for an increase for the first time since FY2011. LifePath anticipates serving 6,000 people with mental health, behavioral health or substance abuse issues this year. Of the three additions this year, the first request is for two staff members for the Plano evaluation team for the babies program. This program serves babies in the Plano school district from birth to three years of age and the existing program is having problems getting people in and evaluated in a timely manner.

The second request is in the IDD (Intellectual and Developmental Disabilities) program which serves people with autism and mental retardation. LifePath does a lot of work putting these people to work in jobs and turning them into taxpayers instead of tax users. The state will not pay for segregated settings for people with developmental disabilities to work by themselves. Currently they are supporting 96 people in jobs around the county and are asking for support for three more people. This is something they would take for one year and then fade out over time.

The last request is in the behavioral health area and the transition to having an authority in Collin County in January of 2017. There is a lot of planning and day-to-day discussions with hospitals, law enforcement and other agencies and they would like to have people on board soon to start working on that. The two highest priorities are an authority director and crisis search director to start working with law enforcement and evaluation center issues and contracting with the state.

Judge Self asked what the impact would be of not getting the first item. Dr. Routon said currently the babies program serves approximately 750 children and there is a federal requirement that the children be served within 45 days of the time the parent contacts them. Today they are at or beyond that 45-day limit. This used to be handled by a company called LaunchAbility out of Dallas but they got out of the ECI (Early Childhood Intervention) business in Collin, Denton, Wise and Dallas counties. LifePath took over the Plano area only. LaunchAbility's funding was coming mostly from the state and they were having trouble meeting several of the requirements and were losing money.

This is a contract the federal government has with the state and then it is contracted out to local providers. The mandate to serve the children within 45 days is between the state and LifePath. LifePath is the local authority for IDD, Behavioral Health and ECI. The legislature actually cut money this year for ECI which is causing problems across the state. If these children do not receive ECI services, they show up at school with more complex issues and the schools do not participate financially in ECI.

While LifePath's ECI program is countywide, this request is for two staff members for the Plano office. The breakdown in funding requests for each of the three programs is \$115,000 for ECI, \$181,440 for Behavioral Health and \$18,000 for IDD. (Time: 9:18 a.m.)

2. Child Protective Services

Terri Green, President of the CPS (Child Protective Services) Board, came forward to ask the Court to reaffirm last year's budget of \$46,333. Numbers were moved around last year in order to give more money for drug testing for a total of \$21,330. However, as of today they have already spent \$23,240 just on drug testing and have only \$8,652 left in the entire budget. August and September are the busiest months with back-to-school events for the foster children which cost usually between \$8,000 and \$9,000. They have their 501(c)(3) fund they can use for emergencies which was used last year. This year an executive director, Marcy Wilson, was hired to help implement the Live Here Give Here campaign, to fundraise and write grants for CPS. There is a large influx of people coming into the County and they cannot control the drug testing.

There was a brief discussion regarding the types of drug tests and when they are given. Commissioner Hill asked if the County is mandated to pay this even if there is no money in the budget. Ms. Green said the county is mandated to pay. Jeff May, Auditor, said the County has to have a budget for this testing with Court approval and the Court has always approved it.

In the past the budget was established before it was paid but it is the legal responsibility of the County to do the drug testing. The rest of the items are discretionary but that does not mean they are not necessary. Judge Self said they would have to get down to core functions at some point which is the drug testing. (Time: 9:27 a.m.)

3. Libraries Assistance

Jeff Timbs, Director of the Allen Public Library, was present representing the public libraries of Collin County. Their request is based on the formula developed in conjunction with the County's guidelines and is asking for \$5.31 per capita for the number of people in the county who are considered by COG (Council of Governments) to be in unassigned areas of the County. The reason for the increase of \$10,195 in their request is because that number did go up from last year by 1,920 people.

They are asking to use the same formula as in the past where 50% is allocated evenly among the participating libraries and the remaining 50% is allocated according to population. Judge Self asked if the cities have increased their line items for the libraries. Mr. Timbs said spending on average for the eight libraries increased about \$0.80. The increase per capita on people who are not within the cities of Collin County was approximately \$0.25. Commissioner Webb said this is not a core function of county government. Commissioner Williams agreed and said an alternative would be for the libraries to charge people who have chosen not to live within the city limits. (Time: 9:31 a.m.)

4. Historical Commission

Paula Ross, Collin County Historical Commission Chair, came forward to reaffirm their request of \$49,900. They have not increased their request in the last four or five years. (Time: 9:32 a.m.)

Judge Self would like to see all of these items on the add/delete list except CAD (Central Appraisal District) since that is mandated. Commissioner Webb would like the Firemen's Association request on the add/delete list also since it is not a core function and the County is not required to provide any fire coverage in the unincorporated areas.

d. County Clerk – AMCAD

AmCad was discussed on Monday, August 10, 2015.

e. Inmate Medical

Inmate Medical was discussed on Monday, August 10, 2015.

f. John Wesley Frisco Building

The John Wesley Frisco Building was discussed on Monday, August 10, 2015.

g. NACo Membership

NACo (National Association of Counties) Membership was discussed on Monday, August 10, 2015.

h. Status of Justice of the Peace Court Collections

Bill Bilyeu, County Administrator, said last year Commissioners' Court agreed to have a study done on the results of the different methods of JP court collections. JP1 uses the County Clerk. Collections not received go to the law firm of Gay McCall. JP2 does internal collections; JP3-1 outsources collections to a law firm; JP3-2 uses internal staff and has asked to use the County Clerk also and JP4 uses an administrative secretary and deputy constable.

Mr. Bilyeu wanted to have a full year's worth of data but JP3-1's collection processes have only been in place since March of 2015. He suggested coming back to Court after the program has been live for one year on March 1, 2016. Budget did a brief analysis and is not seeing a huge difference in any of the collection methods at this point.

Commissioner Williams said when JP4 was given resources, which included an administrative employee and a deputy, the collections would have to cover both hard and soft costs of the effort. Mr. Bilyeu does not have a measurable number that shows it is covering the costs. A lengthy discussion on the different collection processes and results ensued. It was determined there was no difference in collections between sending the collections to the County Clerk followed by a collection agency and sending collections directly to outside counsel.

Joe Wright, Constable Precinct 4, came forward and said the toll road warrants are the majority of their warrants. Commissioner Webb said collections are covering the cost of an administrative person and deputy and nothing else. Commissioner Hill said there was a qualitative as well as a quantitative aspect to this. Collin County citizens do not want to hear that we are not being as proactive as possible especially as it pertains to scofflaws. They don't like to hear that they are paying their tolls and others are not. At the same time the Commissioner does not think the citizens want to pay \$2 to chase every dollar. Constable Wright said they are fulfilling the state mandate to execute and be diligent on these warrants as a part of their core function and this is essentially adding staff to an understaffed office in a growing county. Commissioner Webb would like to add these two positions and the collection clerk to the add/delete list. (Time: 10:15 a.m.)

i. Constable, Pct. 4 – Warrant Deputy

This item was discussed in item h.

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

1. Judge Scott Becker, 219th District Court

Judge Scott Becker came forward with three items to discuss: the Wi-Fi Solution; the adoption of the Mental Health Managed Care department and the salary for Alyse Ferguson, MHMC (Mental Health Managed Counsel) Director and funding for the Mental Health Symposium.

The request for improving the accessibility of WiFi in the courthouse is largely due to the e-filing requirements and to enable attorneys to be connected to their offices. Judge Becker said they may have already solved the problem, but would request the funds be put into a contingent account in case the issue resurfaces. The funding would come from the technology fund which is taxpayer money and it would be irresponsible to collect these fees and not use them for what they were intended. Caren Skipworth, CIO, said the issue has not been resolved and it involves Apple devices. The issue is with Cisco and she recommended putting it in the budget and maintaining the MiFi which is a check-out device issued by IT until this can be resolved. There was a brief discussion regarding operating systems used by the attorneys. Judge Self asked Ms. Skipworth to determine what is needed and that will be put on the add/delete list.

The second issue involved the MHMC program which deals with the mentally ill in the criminal system and has proven to pay for itself. Judge Becker would like Ms. Ferguson and her two employees not to be paid by the grant but be approved as a department. Judge Self said the grant this year for the MHMC program would be \$66,033. Monika Arris, Budget, said salary and benefits would be used as the County match. Commissioner Webb said he would support the increased cost of converting Ms. Ferguson to an employee if she would agree to run both MHMC and Indigent Defense.

The Commissioner said in another year the County will exceed the contract for indigent defense and there needs to be someone to manage the contract attorneys. There are two judges, one in the district courts and the other in county court at law, who will take on the contract attorney program as a test case. The County will employ two or three contract attorneys to see how they do for one year compared to the current appointment wheel. Judge Becker said there are concerns about complying with Senate Bill 7 and being in compliance with the Texas Fair Defense Act regarding how we appoint different lawyers. This test could be a violation of that Act.

Commissioner Webb noted this budget is growing at 10% a year although the case count is only growing at 2% a year. Judge Becker added, when ad litem fees, appointments for CPS (Child Protective Services) cases, or anything other than a criminal indigent defendant are included in the indigent defense fund, that number is being artificially bloated. Solving the cost of indigent defense is a separate issue from the cost of lawyers for CPS cases. Commissioner Webb said if the law prevents us from going with a contract attorney structure, we will have to address that issue. The Commissioner asked about setting up a public defenders' office since one more year of growth in indigent defense would total the same costs as having a public defenders' office. Judge Self liked that idea and recommended leaving the mental health team as it is under the grant and trying to get this done next year.

Ms. Ferguson came forward to discuss the differences between being a contractor versus employment with the County. One of the main problems is Ms. Ferguson does not have access to things that are pertinent to her being more effective such as certain access to Odyssey. Ms. Skipworth said that is within the jurisdiction of the elected official over that data, whether it is the County Clerk or District Clerk. Judge Self suggested Ms. Ferguson have the Board of District Judges address her issues. Stacey Kemp, County Clerk, asked if access is granted to Ms. Ferguson and a mistake is made, does the liability fall on the elected official or Ms. Ferguson's department? Judge Becker said it cannot fall back onto a department so it would fall back onto the elected official. Commissioner Webb said there is an indemnification clause in the contract and it would fall back on the contractor.

Judge Becker's last request was for \$10,000 for the Mental Health Symposium which would be split \$5,000 for this year and \$5,000 for next year. Since the symposium is held in November and they would have to wait until October to get the money, the money cannot be used effectively during the year. Judge Becker said this is the only year he would be asking for the second \$5,000. Commissioner Williams asked that this request be put on the add/delete list. (Time: 10:48 a.m.)

2. Judge Chuck Ruckel, Justice of the Peace Precinct 3-1

Judge Chuck Ruckel came forward and said he had asked for a clerk during the last two budget cycles due to an increased caseload. This time he did not make the request because things are changing with technology and his office will probably be going to e-filing this year. Their mediation docket has also proven to be very effective and efficient.

Judge Ruckel wanted to mention that the clerks in the County and District Clerks' offices are paid at different rates. He and the County and District Clerk believe the clerks should be paid the same since they do the same jobs. (Time: 10:51 a.m.)

3. Judge Paul Raleeh, Justice of the Peace Precinct 1

Judge Paul Raleeh came forward to discuss two issues – the mental health issue and court collections. Judge Raleeh has worked with the jail for 15 years and there was a problem with what to do with a person who was identified as having a mental health issue. Alyse Ferguson, MHMC Director, and her team have been very effective in this area and Judge Raleeh wanted to state his support for this program.

Regarding court collections, Judge Raleeh said Purdue doesn't cost the County anything for third-party collections. The Judge also wanted to support the County Clerk's collections department which has been very effective. Stacey Kemp, County Clerk, said collections cannot be sent to a third party until they are 61 days old. Up to that time, Ms. Kemp's department pursues collections. (Time: 11:01 a.m.)

4. Sheriff Terry Box

Sheriff Terry Box came forward with Major Mike Anderson to give an update on the in-house training programs and new mandated training programs for patrol, detention and communications officers. Collin County's requirements are matched only by Plano Police Department and are beyond Frisco, Allen and McKinney Police Departments. The Sheriff is asking for field training officers in the patrol division to receive an extra \$100 per month (\$50 per pay period) for those times when they are training. These training officers must complete a daily observation report and a weekly summary report. They also are charged with organizing and maintaining all records of recruits while in training and being the first line of supervisors for the rookies. The compensation the Sheriff is asking for would total only \$4,500 per year for the nine training officers. He is asking for this because they are having a hard time keeping field training officers.

Last year there were 93 detention officers in training. There were 13,622 post training hours, which is 63 days per training officer. The Sheriff is asking that these training officers receive an extra \$100 per month for those times when they are training which averages two months a year. This would total \$5,400 per year. This is a small amount to pay these training officers to go beyond what their regular duties are.

Next are the communication training officers which is a little more in depth. There are six to seven months of extensive training that a dispatcher has to complete to do their job. The extra \$100 per month compensation for the communications training officers would total \$5,200 a year. These training officers are getting burned out and other officers are not willing to do this training and extra work because there is no difference in pay.

The next request was for 57 body cameras at an estimate of \$81,000 a year for a total of \$334,000 for a four-year period. Sheriff Box said this would not put any more work on IT because it is a cloud-based storage system. Caren Skipworth, CIO, said most cloud contracts require back up of the data so the County would still have ownership of the data no matter what happens with the contract.

There was a brief discussion regarding when the cameras would turn on, how it would go up to the cloud and the field of vision of the camera versus the officer's field of vision. These cameras would go to patrol, warrant and civil deputies who are in contact with the public on a daily basis.

The next request was for eight tasers for eight volunteer reserves that have been doing a stellar job. This is a non-lethal weapon and the cost is approximately \$1,700 each. There was conversation of having these tasers in a pool, but since the reserves deploy from their homes, this would not work. This item was put in the budget but not recommended.

The Sheriff then asked for an allocation study which would cost between \$20,000 and \$50,000 to see if they are allocating their manpower to the right locations and to determine if there was a need for more officers.

The next request was regarding an ongoing issue that has been talked about every year which is law enforcement salary comparisons. When compared to Allen, Frisco, McKinney, Plano, Wylie, Anna, Celina and Prosper law enforcement agencies, the Collin County Sheriff's Office ranked sixth in starting pay and fifth in top out pay. When compared to seven of those cities for two-year and five-year bases, the Collin County Sheriff's Office ranked seventh in second-year base pay and tied for last with Celina for fifth-year base pay. All agencies have steps in their pay scale with the exception of the Sheriff's Office. On an eight-year projected increase based on current steps and the Collin County PFP average, the Sheriff's Office shows a 2% PFP annual average exclusive of any future market movement.

The Sheriff then presented a salary top out proposal giving current and prospective licensed deputy and detention employees a realistic plan by which they may reach the top of the pay scale using a modified PFP. Once an employee reaches top out, PFP would not apply and they would only receive a cost of living increase. The Sheriff said we don't lose the officers that have been with the County for eight to ten years because they are vested but it will affect recruiting in the future if we remain near the bottom in pay when compared to local agencies. We receive 70 applications for a job while the other agencies receive 300 to 500 applications.

Of the 70 applications received, only three of those fulfilled the requirements for that position. Commissioner Hill asked if we are getting low quality applicants. The Sheriff said he only hires qualified people but we are not getting as large a pool of candidates as the other agencies.

The Sheriff would like to be able to tell officers where they will be on the pay scale in ten or twenty years. As officers who have 20 to 30 years of service are retiring, the County is hiring more and more young officers. The average years of experience in the patrol division is five to six years. As we lose more officers it will be down to three to four years of experience. Judge Self said turnover in the Sheriff's office is less than the County average when taking out detention and entry level positions. He also said the turnover is in under five years of service and over 21 years of service which is where it is expected.

Commissioner Hill said all Collin County employees have a range but aren't given a roadmap as to where they will be in future years. The Sheriff's proposal would do that for law enforcement. The Commissioner asked if we would be doing this because everyone else is doing it or because it's the best thing to do. Sheriff Box said this is an industry standard and he would like this to be a plan of action for the future. Commissioner Fletcher agreed with Sheriff Box's proposal which she said was proactive. There is no private sector to compare this to. The issue may be that if we cannot hire the applicants fast enough, they go somewhere else. There are 17 job openings for the jail and four applicants are being considered for those 17 openings. The Sheriff's office is working with HR to come up with a better way to sign up for and take the civil service exam.

The last request was for six detention officers and for one pod to be opened. There have to be 66 posts filled for every shift and employees are getting burned out on overtime. They are 17 employees short now and that does not include current employees using PTO or being sick. Major Anderson said they are working with IT and HR to reduce the hiring time, the time from when the application is received until it comes to Court and is approved, by 20 days. Since there were more applicants who withdrew than were hired, the Judge said that is a very good idea. The Sheriff thanked the Court for their time. (Time: 12:00 p.m.)

Judge Self recessed the meeting of the Commissioners' Court Budget Workshop Special Session into Executive Session at 12:00 p.m. in accordance with Chapter 551.076 of the Local Government Code to discuss Security. The meeting was reconvened at 1:00 p.m.

Maria Luisa Estes, a detention officer for Collin County, came forward to make a public comment on law enforcement compensation. Ms. Estes' education is in criminal justice. She returned to the workforce a few years ago. She asked the Court to reconsider the Sheriff's proposal because morale is low and people don't feel appreciated. When employees are happy, their performance is better. It is stressful work dealing with the personalities and sometimes mental health issues of the inmates. (Time: 1:03 p.m.)

5. Laura Boatright, Chief Deputy, Tax Office

Laura Boatright and Karen Thier, Tax Office, came forward to discuss how important it is to get the recommended staffing for the Tax Office. The last time the Tax Office received approval for additional staffing was in FY2003 and there has been tremendous growth in the County since then. The number of vehicles registered in FY2014 was up 33% from FY2004 without additional staffing. The number of vehicle titles registered in FY2014 was up 32% from FY2004. This volume of work with the current staffing decreases accuracy and increases the number of errors. They are on track to process even more registrations and titles this year.

There have also been additional duties the Tax Office has taken on, mostly unfunded mandates from the state such as insurance verification, documenting vehicle color to reduce fraud, the Two Step One Sticker Program and all school and city vehicles are now processed in the Tax Office. The Tax Office appreciates the Court's consideration of the recommended staff .

Judge Self asked what technology improvements the Tax Office has seen since FY2003. Ms. Thier said there have been a lot of improvements to the state computers and they have taken on credit cards and increased software to run reports to balance the credit card statements. The Judge asked if their work would lend itself to kiosks and more technology rather than a manned window. Ms. Thier said there are registrations that are processed online but there is still a lot of walk-in traffic and phone calls especially at the beginning and end of the month. (Time: 1:19 p.m.)

Judge Self recessed the meeting of the Commissioners' Court Budget Workshop Special Session at 4:45 p.m. until 9:00 a.m. on Wednesday, August 12, 2015.

Judge Self reconvened the meeting of the **Collin County Commissioners' Court Budget Workshop Special Session** at 9:00 a.m. on Wednesday, August 12, 2015.

Judge Self wanted to discuss the add/delete list before moving on to the compensation presentations.

He started with the Tax Assessor positions. He recommended funding six of the ten recommended positions which include: two Registration Clerks in McKinney; one Title Clerk in McKinney; two Registration Clerks in Plano; and one Registration Clerk in Frisco. Commissioner Williams suggested testing a few kiosks or terminals in the Tax Assessors' Office as well as the other areas that have personnel requests.

Commissioner Webb asked if the cut in the number of recommended positions will give the office enough staff to do the NTTA (North Texas Tollway Authority) requirement. Ms. Arris stated the Scofflaw positions are in contingency in the FY2015 budget and will be carried forward in the FY2016 budget. Commissioner Williams asked Caren Skipworth, CIO, if there are any computers which could be used in any of the offices. Ms. Skipworth said there is a surplus from the new refresh program that can be used for terminals. Judge Self asked Bill Bilyeu, County Administrator, to compile a list of areas terminals could be used. (Time: 9:05 a.m.)

The next item the Judge discussed was the low balance in the Drug Court. He asked if it is concerning to the Court that the balance has dropped dramatically. Ms. Arris stated this is a special revenue fund; therefore, no more is budgeted than what revenues are projected to be. If they do not bring in all of their revenues and spend the entire budget, the budget for next year will be significantly decreased. The fees are participant based and expenditures will go down if they do not get the participants. Judge Self was concerned with the decreasing budget and said it looks like there will be a policy change in the future. (Time: 9:09 a.m.)

Judge Self asked if the issue of space for the employee in the District Clerk's office has been resolved if the PIP (Permanent Improvement Project) is not approved. Ms. Arris said the District Clerk assured her they will find the employee in question a place to sit. (Time: 9:10 a.m.)

The Judge asked if mediator costs in Child Protective Service cases are a mandatory practice the Court has no control over. Commissioner Williams said if the judge in the case rules for mediation, we do not have an alternative. Ms. Arris agreed. (Time: 9:10 a.m.)

The next item was the replacement of AEDs (Automated External Defibrillator). There are 70 AEDs throughout the County, 42 have expired and nine will expire this year. The replacement cost is \$1,600 per unit. Judge Self asked why all 70 are being replaced. Ms. Arris said the software and how the AEDs operate has changed and the idea is to have them all uniform. The new AEDs automatically start up when they are opened and the current AEDs require the start button be pushed. (Time: 9:11 a.m.)

Judge Self asked Bill Bilyeu, County Administrator, to explain the request for WiFi for the Medical Examiner's Office. Mr. Bilyeu said the building does not have WiFi. There is a need for WiFi as the Field Agent in charge works off a laptop, outside agencies come in, IT needs it when they work there, and they host a lot of task forces and groups.

Judge Self asked how many more buildings need to be outfitted with WiFi. Ms. Skipworth said Myers Park and the records area for Health Care do not have WiFi yet and it cannot be installed in some remote locations. There is used equipment that will be tried in the records area and it may be a feasible option for the Medical Examiner's Office. (Time: 9:13 a.m.)

The next item discussed was scanners for the Sheriff's Office. Ms. Skipworth stated the administration offices use desktop scanners to scan any non-electronic documents, payroll and employee data into the Laserfiche system. Ms. Arris said there are two different requests for two different purposes. One request is related to Laserfiche and will come out of the County's Record and Management Preservation Fund. The other request will come out of the General Fund. Ms. Skipworth said depending on the area, the printers will be consolidated. IT is putting out high-end all-in-one printers which scan to email, fax and print. This project has not yet begun in the Sheriff's Office. Some of the scanners may be necessary in the administration area because they do not have all-in-one printers. It is unsure why the scanners related to Odyssey are not coming out of the CJIS (Criminal Justice Information System) fund.

Terry Box, Sheriff, said they have lost all fax machines and now have to scan documents to the computer to be faxed or emailed. Ms. Skipworth suggested putting both requests in contingency to determine what is actually needed. Judge Self put the scanners on the add/delete list to put in contingency. (Time: 9:19 a.m.)

Regarding the incident based reporting license, Judge Self asked Sheriff Box how many crimes are reported in the jail each day? Sheriff Box did not have the number per day but said there are several per year. This includes assaults on inmates and damage to County property. All of the crimes are now reported electronically. The request is a license for the three computers used to do the reports. (Time: 9:20 a.m.)

The knuckleboom loader trash truck for Public Works was the next item discussed. The concern was the addition of a second truck when the current one is only running 80% of the time. Jon Kleinheksel, Public Works, stated this truck is to use with the CSCD (Community Supervision and Corrections Department) probationers and inmate program. If fully staffed, both trucks would run 100% of the time picking up debris and illegal dumping. Judge Self asked if we are not staffed, why purchase the new truck? He added the item to the add/delete list. (Time: 9:23 a.m.)

Ms. Skipworth was asked to explain the \$100,000 scanning service increase. Ms. Skipworth said IT is trying to increase scanning in the Records Center to eliminate boxes of old records. If the request is not approved, it will limit the scanning ability to in-house staff slowing the process down. The District Attorney's Office still has a number of boxes which have yet to be taken to the Records Center. This will come out of the Records Management fund. (Time: 9:25a.m.)

Judge Self added the PIP for the Justice Center to the list to discuss with Dan James, Facilities. (Time: 9:26 a.m.)

The next item discussed was the increase of Functional Analyst positions. In FY2015 the JCMS (Juvenile Case Management System) was implemented and IT is requesting a position in the Juvenile Probation Department to support the application. This is new to the automation of the Detention Center. There are five modules involved along with the integration into Odyssey for the Juvenile Court. There was a lengthy discussion regarding the one Functional Analyst shared with all four of the Constable Offices. Due to issues among the Constables regarding the Functional Analyst's duties, it was suggested the position be moved to IT to put the management with Ms. Skipworth rather than the Constables. This will aid in properly and fairly managing the workflow of the position for each Constable. Judge Self put the item on the add/delete list to move the position. (Time: 9:45 a.m.)

Constable equipment on vehicles was the next item discussed. The Court reviewed a list of all the Constable vehicles and the equipment on them which was provided by Mr. Kleinheksel. Commissioner Hill asked Mr. Kleinheksel to remind the Court of the standard vehicle the County is moving toward. Mr. Kleinheksel said the County started out with Ford Escapes then transitioned to a civilian model Ford Taurus. Last fiscal year the County moved to the police interceptor Ford Taurus. The police interceptor vehicles included the factory siren and speaker, rear deck lights, wigwags, flashlight, grill lights, spotlight, console, switchbox, standard decals and a mobile digital computer.

The Court reviewed a list of requests made by the Constables over the last year. One car was authorized to have a cage and light bar installed for each Constable. Commissioner Williams asked if any of the products not on the list of standard equipment went into the new cars. Mr. Kleinheksel said if a used cage from a previous car fit, it was installed into a new car. There were six new cars fitted with old cages, four for Precinct 3 and two for Precinct 4. No new cages have been purchased and no new push bumpers have been purchased.

Sammy Knapp, Constable Precinct 3, stated his office transports on average five to six juveniles a day staggered at 30-40 minutes apart. If there is only one vehicle with one barrier in the back to transport the juveniles, it presents an issue. There is not the option to call another Precinct or even the Sheriff's Office to assist as they are also busy. Someone has to be taken off of their regular duties to make the transport.

Constable Knapp then discussed the issue of officer safety when having to make traffic stops or assists when a light bar is not installed. In Subsection (c), Section 547.7202 of the Texas Transportation Code, there is a phrase referring to signal lamps which reads, "are mounted as high and as widely spaced laterally as practicable" as well as "emit a light visible at a distance of 500 feet in normal sunlight". The current vehicles do not meet that. Judge Self said Subsection (f) says, "A police vehicle may, but is not required to, be equipped with signal lamps that comply with Subsection (c)." The Judge said there is the option to put the signals high on the vehicles but the Court has the option of not putting them on at all.

The Constable's Office made 10 traffic accident related stops from January to May 2015. In that time period there were also seven stranded motorists, two abandoned vehicles, 47 calls for assistance to neighboring agencies, 64 responses to dispatched calls, seven traffic stops, three funerals and 411 miscellaneous calls for assistance from dispatch. Constable Knapp said we do not have to have the light bars, but it would be better for the safety of the deputies with the mentioned activity. The Constables and Deputy Constables are Peace Officers under Article 2.12 of the Texas Code of Criminal Procedure which means they are to uphold the law. Constable Knapp believes if he or the Deputies are asked to assist or see a violation they are required to act much like the Good Samaritan Act.

Judge Self said the cost of putting items such as light bars on the vehicles is not the issue; it is the question of where do the Constables spend their time: running traffic or serving papers. The Court does expect the Constables and Deputies to make the necessary stops and assist when needed.

Discussion followed regarding putting the items on County vehicles without approval of the Commissioners' Court. Court approval is mandatory and it will be made policy. Commissioner Hill would like to see all new vehicles be standardized when put into service to give the officers what they need. Commissioner Fletcher agreed and added they do need the cages and the light bars to protect their safety. Judge Self put cages and light bars on the add/delete list and asked Mr. Kleinheksel for a schedule on how this will affect the replacement process.

Constable Knapp concluded by saying, the Constables have decided it is time to have an Administrative Constable to handle issues with the Commissioners' Court. (Time: 10:18 a.m.)

The next item discussed was the fleet replacement. Judge Self recommended dropping the fleet replacement back to what it was before the increase and expand out. The Court will decide which vehicles to take off the recommended FY2016 budget, therefore, the item was put on the add/delete list. (Time: 10:19 a.m.)

Judge Self recommended budgeting the same employee pay increase for Alyse Ferguson, MHMC Director. She will remain on contract for the time being, but the possibility of moving her over as an employee will be researched with the issues of connectivity and access discussed on Tuesday. Commissioner Williams suggested putting the funds for Ms. Ferguson to move to an employee position in contingency. Jeff May, Auditor, believes a grant budget amendment can be made. Judge Self put the pay increase for Ms. Ferguson on the add/delete list. (Time: 10:22 a.m.)

The next item discussed was the \$5 million requested by Engineering for the right-of-way acquisition for the Outer Loop.

Clarence Daugherty, Engineering, said the acquisition process takes longer than people understand. It is done in a way to preserve the opportunity for other funding. Commissioner Webb said additional assistance needs to be engaged to move the process faster. Denton County has shovel-ready projects and Collin County must get ready in order to not lose potential funding opportunities. Mr. Daugherty said the \$5 million will be used to move forward with doing more of the Outer Loop such as pre-engineering of SH 289 to US 75. Commissioner Webb asked about other projects rather than the Outer Loop. Mr. Daugherty is preparing a list of projects for the \$29 million of bond funds which were just sold. Discussion needs to take place regarding US 75 and whether Collin County can use money to further it along.

The Judge said the County has three years until the Regional Transportation Council will vote on a sales tax for US 75. There was some confusion on whether the request was for FY2016 or FY2017. It was determined to be an FY2016 request; therefore, Judge Self put the request for \$5 million on the add/delete list. (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 10:43 a.m.

The transaction counter for County Court at Law 4 was the next item discussed. Commissioner Webb stated approving this transaction counter will set a precedence; the other judges will want their bailiffs to have the larger desks and get transaction counters. Commissioner Webb added this item to the add/delete list. (Time: 10:44 a.m.)

The next item was the Chief Civil Litigation Attorney for the DA's (District Attorney) Office. Commissioner Webb has no problem with the concept of this position as it will save money, but does have concern that County business will be susceptible to the DA. For example, a sexual harassment issue that is being handled as a civil matter could be expanded to a criminal situation. The Judge stated historically the Commissioners' Court has never wanted to put the civil side under the DA even though by law the DA is both a criminal and county attorney. This is a major policy change. Up to this point the DA has elected to let the County handle civil issues without his involvement. Once the DA takes the legal authority, it becomes a permanent change.

Bill Bilyeu, County Administrator, clarified if the County has any knowledge of a criminal act, it must be reported to the Sheriff's Office and DA. Commissioner Fletcher asked if the position could be under the Commissioners' Court. Mr. Bilyeu said by statute the DA is the County Attorney and is responsible for all of the legal opinions of the County. Because an office has not been funded for him to handle the work, he does not have the capacity to handle it. Currently the DA has allowed the position to be contracted out. Regardless of the Court's decision, the DA could pull the civil side under him at any time.

Commissioner Fletcher asked instead of the position being transaction based, could the position be contracted to work for the Commissioners exclusively? Mr. Bilyeu said if you go this route, an attorney can be contracted for a flat fee. He is trying to bring this in at a lower price than what is being paid now and have the continuity of it. What Mr. Bilyeu proposed to the DA was the person would handle the litigation as the contracted attorney is now. Currently Mr. Bilyeu is the case manager and controls finances with the contracted litigation attorney. By moving the attorney in-house Mr. Bilyeu will no longer have to manage cases.

Commissioner Williams asked who would make the decision to pursue or settle a case. Mr. Bilyeu explained for a case to be settled financially it requires the Commissioners' Court decision. As for non-financial cases such as binding the County to an agreement, it would still come to the Court for resolution. The DA would decide who to hire, but would allow the Courts' participation in hiring. The current DA has said he wants someone who gets along with the Court and someone who can handle the job.

Commissioner Webb asked who is making the decisions on what to do with a case: the DA or the litigation attorney. Mr. Bilyeu said how the position fits into the DA's hierarchy will have to be determined. Right now the DA has a small civil section and does not have the capacity to take this on without a new position. The Judge said because we will have no control over the position, his concern is the amount of staff requests will increase year after year as the DA takes more on.

A concern the Court shared is being out of the loop if the position is moved. Mr. Bilyeu stated the DA has committed to do monthly or quarterly updates to the Court. When there is a County liability, the Court will still be made aware. The current attorney handles all the Human Resource issues and all the litigation issues; therefore, the DA has said he will need a full civil section to the job. Besides the attorney fee savings, there will be additional savings from the offices dealing directly in-house.

There was a brief discussion on legal obligations in regards to funding and the ability to bring the attorney back to a contract position under the County Administrator if the Court was unhappy with it being under the DA's Office. The Court will discuss the item further with legal counsel in Executive Session. Judge Self added the civil litigation attorney to the add/delete list. (Time: 11:09 a.m.)

Commissioner Webb stated there was an error on price regarding the replacement of a Ford sedan for the DA's Office. Monika Arris, Budget, stated the correct price should be \$31,500. \$27,900 was put on the add/delete list to reflect the correction. (Time: 11:11 a.m.)

Commissioner Webb asked why the SRO (School Resource Officer) vehicle is on the list to replace when the point rating is 15 out of 20. Mr. Kleinheksel stated we are trying to transition to all standardized vehicles for the Sheriff's Office. This vehicle will be moved over to the ME's (Medical Examiner) Office and a standardized vehicle will be purchased for the SRO. The ME vehicle is at the end of life. Commissioner Webb requested the point rating for the ME. (Time: 11:13 a.m.)

The next vehicle discussed was the fleet replacement vehicle, Unit No. 55031, for the Sheriff's Office. Commissioner Webb asked why it is being replaced when the point rating is 19.9 out of 20. Mr. Kleinheksel explained the vehicle travels all over the state and its fire suppression system needs to be repaired immediately. The fire suppression system repair will cost an estimated \$3,000-\$15,000. In order to avoid that repair a replacement is being requested. (Time: 11:15 a.m.)

Commissioner Webb asked about a cutoff saw for Myers Park. The saw has a point rating of 24.5 out of 30. Mr. Kleinheksel stated this item should not have been graded. It was mistakenly graded with the off-road equipment for Myers Park. There is not a point criterion for any saw. Replacement is recommended when the repair costs more than replacing. The saw is on the replacement list because it is 13 years old and worn out. (Time: 11:16 a.m.)

The Commissioner then asked about the John Deere Progrator which was also rated at 24.5 out of 30. Mr. Kleinheksel said it has major transmission, ignition and brake issues. The cost of repair will be more than replacement soon. Commissioner Webb added the Progrator on the add/delete list. (Time: 11:17 a.m.)

The next item was the replacement of a patch truck for \$187,000 in Road and Bridge. Commissioner Webb said the rating is over the max but is still close to it and asked if replacement could be put off another year. Mr. Kleinheksel stated the patch truck is one of the critical pieces for Road and Bridge. Pothole patch trucks are run all day every day. There was a brief discussion on how to bring the total fleet request budget down by putting a few items off until next year. Commissioner Webb would like to know what it would take per year to keep the fleet up. (Time: 11:26 a.m.)

Dan James, Facilities, came forward to discuss the pneumatic system. Judge Self asked Mr. James to explain the issue that needs to be resolved with the \$850,000 request. Mr. James stated the total cost to replace the entire pneumatic system in the adult detention building is approximately \$396,000. Mr. James said \$200,000 of the project is electrical work. This will make the building more efficient by controlling every box individually. Currently, if a compressor goes down, the entire system goes down. With an electric system only the individual items will fail. The good news with the jail is it is 100% generated, so if the power fails, the system will still function.

Commissioner Webb asked with the building being 22 years old, what is driving the request to replace the system: the repair costs and maintenance or the efficiency? Mr. James said pneumatic systems have been very reliable and have always been a good product for facilities like this. The issue is not a matter of failure when it is new, but failure as it ages. The cost of the tubes is not the issue, it is finding the leaks in the tubes and the manpower it takes to get the system running after it goes down. In the last year there have been five major failures and two compressor failures. The item was added to the add/delete list. (Time: 11:35 a.m.)

The next item discussed was the Google Appliance for approximately \$500,000. Commissioner Webb said he understands the pros and cons for the County Clerk's Office but does not know why Homeland Security needs it. Commissioner Hill asked what benefit the product brings to the County. Caren Skipworth, CIO, stated there were two different requests, one for Homeland Security and one for the County Clerk's Office. This is a piece of physical hardware which is set on the County's network. Homeland Security would have to have its own appliance which will be segregated due to federal requirements.

From Homeland Security's view, the building of the large data warehouse would stop and the appliance would be used to reach out and touch other databases, like the City of Plano or the State of Oklahoma, linking to the information rather than pulling the data in. The only issue IT has with this is it has not been determined how it would work with COPLINK, the software used to access the data. Ms. Skipworth stated Kelley Stone, Homeland Security, is fine with holding off on his request until the COPLINK issue is resolved.

The County Clerk's request is not just limited to that office. It will be much like using Google to search but will be a private Google search. This will be like a one-stop shop for a citizen to come in and search land deeds, tax records and Central Appraisal District records of a piece of property within the County. The other piece of this is a large amount of old judicial data which is still on the AS400 that was not moved into Odyssey. There is a need to get the data moved off of the AS400 to give employees the ability to search it as well as giving the businesses and citizens who request the information the ability to search. Access will be given through a link to the County's website which will be attached to the Google Appliance linking to the databases. Security and control is wrapped around it from allowing access to data that cannot be provided. It allows for rapid deployment of information linked from multiple databases to internal employees or citizens in real time without IT having to build major data warehouses. This tool will make the County more effective and provide more citizen and employee services. The appliance will keep IT from having to replicate data from multiple databases, backing it up and securing it, which will reduce future costs.

There was a brief discussion on the process of decommissioning AS400. The raw data would be exported to a Microsoft SQL Database where the Google Appliance can hit it. The AS400 could be decommissioned once the ERP (Enterprise Resource Planning) is moved. Ms. Skipworth mentioned old court data that is in Laserfiche could be linked to the appliance as well.

Commissioner Fletcher asked if putting this off a year will affect IT. Ms. Skipworth said for purposes of the old system it will not affect IT until ERP is off AS400 which could be three years. Judge Self added the requests for Google Appliances to the add/delete list. (Time: 11:49 a.m.)

Judge Self recessed the meeting of the Commissioners' Court Budget Workshop Special Session at 11:54 a.m. The meeting was reconvened at 12:30 p.m.

Commissioner Webb questioned the request for a budget increase for psychological evaluations by the JP (Justice of the Peace), Precinct 3-1. Monika Arris, Budget, stated the JP has been spending money out of his budget and we are getting the invoices after the fact. Commissioner Williams stated this is another example of an Elected Official doing something that is outside of budget or Commissioners' Court approval and now a budget has to be created for it. Commissioner Webb said he is accountable to the taxpayers and voters for the budget decisions he makes for the County. He is frustrated that other Elected Officials do not have that accountability and transparency. The Commissioner would like to look at the concept of putting the information out there for the taxpayers and voters to see what they are paying for that did not go through the budget process. Ms. Arris said this has been going on for a while. It was being charged to the indigent defense account which was caught by the Auditors and stopped. This is what brought about the request by the JP. Judge Self added the item to the add/delete list. (Time: 12:34 p.m.)

The next item discussed was exercise equipment in the Sheriff's Office. All of the equipment was donated many years ago and is at the end of its useful life. The request is to replace the equipment and have the County take responsibility for it. Only the employees and officers of the Sheriff's Office can access the equipment. Commissioner Webb said there are other law enforcement officers and employees who could benefit from using the equipment but cannot. This would require a change in policy if the County takes on the responsibility of continued replacement of this equipment. The Commissioner added the item to the add/delete list. Commissioner Williams added this could lead to a larger discussion of whether this benefit should be offered to all employees. (Time: 12:36 p.m.)

Public access terminals were the next topic of discussion. Commissioner Webb said because this is a "test program" he would like to only do one terminal and use old equipment versus buying new. If it proves to be effective, then more terminals could be put in place. Ms. Arris said this request is also for furniture and will be taken out of the Justice of the Peace court technology fund.

Ms. Skipworth said the computer will be on the County network and be locked down to only the pro se filing website. An additional license will also be needed. Commissioner Webb added the item to the add/delete list to get a re-price of one terminal, furniture, license and used equipment. (Time: 12:40 p.m.)

Commissioner Webb would like to add \$2-3 million to pay for the special prosecutor for Ken Paxton, Texas Attorney General. Ms. Arris said this is already on the add/delete list. Commissioner Webb asked if this is enough funding. (Time: 12:41 p.m.)

Commissioner Hill had questions regarding the new courts and asked if there is the same staff for the 469th and 470th District Courts. Ms. Arris stated there are four positions total. One category has salaries and the other category has salaries, education and supplies. Because this is all under the District Clerk, the education and supplies were put in one category. Judge Self wanted to make sure these courts will be family law courts because the title of the position is Deputy District Clerk II (Civil Family). Bill Bilyeu, County Administrator, said legislature passed it through, but the District Clerk would need to explain to the court how the cases are distributed. Ms. Arris stated the clerks are listed as Deputy Clerk II in PeopleSoft. (Time: 12:45 p.m.)

Commissioner Hill asked to revisit moving Alyse Ferguson's position in-house. The Commissioner realizes there can be a grant amendment to move her to an employee. He asked if there are any other concerns that prevent moving her over right away. Commissioner Webb said he does not want to move her in-house until there is an agreement with the Board of District Judges on what her duties and responsibilities will be. (Time: 12:47 p.m.)

Commissioner Hill asked if the new Court Collections position for the County Clerk is related to the Court Collections for the Justice of the Peace. Ms. Arris said this is not for the Justice of the Peace. The County Clerk has been using Experience Works to assist in handling the intake and paperwork. Experience Works is now unable to get enough people for temporary services so there is not a free temporary person to assist in the department. A Collections Clerk was requested, but Human Resources recommended an information/receptionist position. (Time: 12:50 p.m.)

Commissioner Fletcher would like to see more standardization with the constable cars and suggested phasing in the same standardization for the Sheriff's Office. There was a brief discussion regarding the different vehicles used. (Time: 12:54 p.m.)

k. Compensation / Benefits – Discussion and any action

1. AI-40270 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 or badge readers shall be used to record employee time." A motion was made to approve the Uniform Pay Policy. (Time: 12:56 p.m.)

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

COURT ORDER NO. 201-527-08-12

2. Legal Presentation

Cynthia Jacobson, Human Resources, presented a PowerPoint presentation on legal compensation which focused on salary ranges for attorney positions in the District Attorney's office. The organizations used for comparison were the counties of Denton, Fort Bend, Montgomery, Tarrant, Williamson and the State of Texas, Attorney General.

The average continuous service tenure for employees on the legal pay scale is just over six years. The turnover annualized for 2015 is projected at 12.3% for the DA's office and 14.2% for the prosecutors only. Legal positions in the County start as misdemeanor prosecutors. They either move up or move out but they rarely, if ever, make it to the end of the pay range. They move quickly to Chief Misdemeanor Prosecutors and are aiming for the felony positions. The Chief Felony Prosecutor is the only employee at the maximum of their pay range.

When the positions were ranked by pay grade minimum and maximum, there was nothing that stood out and most fell midway in the range. Next was the regression analysis which takes out the market data and shows the differential which came in at 4%. This means the range will need to move 4%.

In summary the analysis of position pay ranges identifies positions with a minimum and maximum variance of +/- 10% of the comparison averages. None of the positions reviewed exceeded the 10% variance from the average. HR recommends moving the pay ranges by 4% for FY2016. This change is reflective of the market value of the pay ranges and is not a salary increase recommendation. There was a lengthy conversation regarding moving pay ranges and compa-ratio. Ms. Jacobson said employees want whichever is the higher of the two numbers – CPI or market movement. Depending on what is going on in the environment determines which is more important to employees. Commissioner Hill feels the Court should be guided by both of those numbers.

Employees want CPI to be kept whole relative to inflation and, if their job is worth more, they want to move along with the industry as well. Commissioner Fletcher said the third part of that is merit pay and if an employee has gone above and beyond they want to be paid for it. Commissioners Hill and Webb feel employees should be paid for CPI, market adjustments and experience. Judge Self said our compensation has been ahead of market movement so he sees no need for a compa-ratio this year. Commissioner Hill said CPI, market movement and merit should all be distributed through PFP. Commissioner Fletcher said the employees should be kept whole by using CPI and then given PFP. Commissioner Williams said the only way to make it work is to move people on the range and not just move the range. Ms. Jacobson said if you use market movement, you have taken into account an employee's purchasing power with CPI as long as CPI is lower than market movement. Commissioner Williams said if people are not moved within the range, then compa-ratio should be looked at more frequently.

There was discussion regarding the truck driver positions in Public Works and the fact that 63% of the drivers are newer employees. With all of the new industry and construction coming to Collin County, a truck driver position is considered a “hot job” meaning there are many job opportunities in the area for that position. Ms. Jacobson asked the Court if it wanted to have a designation for a hot job and pay a specific amount or percentage for that particular year. The increase would be a supplement and must be reaffirmed each year. (Time: 1:57 p.m.)

3. Law Enforcement Presentation

Ms. Jacobson gave a PowerPoint presentation on Law Enforcement Compensation focusing on reviewing the salary ranges for various law enforcement positions throughout Collin County. Law enforcement positions were benchmarked against the following organizations: Denton, Fort Bend, Montgomery, Tarrant and Williamson Counties and the Cities of Allen, Frisco, McKinney, Plano and Wylie. We also looked to see if our employees can qualify for these other entities. There are currently 430 employees in the 17 benchmark law enforcement positions with an average length of service of just over nine years. The benchmark positions are detention officer, dispatcher, transfer officer, criminal justice information supervisor, court officer, deputy constable, deputy sheriff (unlicensed), deputy sheriff, and arson investigator. The overall turnover for the positions listed above for FY2014 was 14.9%. The overall turnover excluding detention officers was 6.2%.

When looking at pay-in-grade for non-exempt benchmark positions, 39% are in the fourth quartile and 13% are already in the third quartile which means just over half of the employees are past the midpoint associated with the pay. There are 32% that are at the pay grade maximum now. For exempt benchmark positions, the majority are in the third and fourth quartile with 48% at the pay grade maximum. Responses to the exit interview inquiry showed that 87% of those that did respond to the interview agreed they were provided an adequate rate of pay for their job.

Ms. Jacobson agrees with the Sheriff that employees are frustrated with the amount of overtime required. There is a heavy correlation between those open positions and overtime, but nothing suggesting those positions are open due to compensation issues. If the issue that there is a 92-day timeframe between applying and being hired can be solved by automating some things, that will help determine if it's the overtime or something else causing the turnover. Sheriff Box and Major Anderson are currently working on this. There was a lengthy discussion regarding pay-in-grade maximums.

Regarding supplemental pay, all cities and counties offer longevity pay. Most do not offer special teams pay and a few offer education pay; Collin County offers neither of those. All cities and counties offer TCOLE (Texas Commission on Law Enforcement) Certification pay except Collin County, but only Collin County offers shift differential. When comparing training pay for field/patrol training officers and communications training officers, most of the cities and half of the counties offer a supplement.

Ms. Jacobson then discussed the match grade difference evaluation. As part of this analysis, HR reviewed the pay ranges of the positions and identified any positions whose minimum and maximum were 10% higher or lower than the average minimum and maximum. The only position that exceeded the 10% criteria was the Lieutenant (Housing). This position performs first-line supervision of detention officers. Therefore it was matched to positions of other organizations that also perform first-line supervision duties in detention facilities.

Based on regression analysis, it is recommended that the non-exempt law enforcement pay ranges be increased by 3% and the exempt law enforcement pay ranges remain unchanged for FY2016. This change is reflective of the market value of the pay ranges and is not a salary increase recommendation. Individuals at the beginning of the pay range would be moved to the new minimum starting salary on October 1, 2015, if their compensation is below the new minimum.

Ms. Jacobson gave an overview of the average length of service and pay ranges for all positions in law enforcement. (Time: 3:33 p.m.)

4. Exempt / Non-Exempt Presentation

The next presentation was on exempt and non-exempt salary ranges with the goal being to stay current with the market. The range determines what the job is worth. Legal and law enforcement jobs are separate due to the specific nature of the jobs.

Based upon regression analysis, it is recommended that both the exempt and non-exempt pay ranges be increased by 4% for FY2016. The change is reflective of the market value of the pay ranges and is not a salary increase recommendation. Individuals whose salary falls below the new minimum after annual increases would be adjusted to the new grade minimum on October 1, 2015. Individuals at the maximum of the pay range will have more base compensation available. (Time: 3:35 p.m.)

5. Final Compensation Presentation

Ms. Jacobson then presented the Final Compensation Presentation. PFP amounts are at the Court's discretion and, based on CPI history, range movement and budget adjustment, the current budget has 4% budgeted for PFP. Ms. Jacobson presented the compensation history, market movement and comparisons for all Collin County groups. While there are comparisons which include the private sector for exempt and non-exempt employees, law enforcement comparisons have no private sector so this includes other counties and city police departments. Proposed salary increases averaged 3% except for Denton County which was at 5%. (Time: 2:08 p.m.)

6. Ancillary Benefit Presentation

Ancillary benefits are processed through payroll or other mechanisms and not something the County is really paying for. They provide different levels of benefits to employees that are not provided from a county standpoint. There are no recommended changes in terms of voluntary benefits this year.

The most expensive benefit is PTO (Paid Time Off). When compared to other public sector groups, Collin County is one of the few that uses PTO and is on the low end of how much time off the employee receives. It is used for personal, vacation and sick time and based on an employee's years of service. The number of employees who are at their maximum accrual is continuing to decrease. CTO (Catastrophic Time Off) is no longer awarded as of August 22, 2011. Approximately 49% of employees still carry a CTO balance which is down 9% from last year.

Compensatory time off is accrued for work over 40 hours per week and there are two types - straight and premium. Straight is awarded at a rate of one hour to each hour in excess of 40 and premium is awarded at a rate of 1.5 hours for each hour worked in excess of 40. Just over \$1 million was paid in compensatory time in 2014 which was an increase of 4%. Collin County is not required to provide compensatory time to exempt employees. Each department head or elected official decides if they will allow straight compensatory time. The maximum accrual of straight compensatory time is 80 hours. There are nine employees with balances of compensatory time greater than 200 hours.

Commissioner Williams would like a study done to see if adding another full or part-time employee to the Animal Shelter would help alleviate the large amount of overtime. Commissioner Fletcher asked if using volunteers would help. Ms. Jacobson said most of this overtime is due to call outs. The County's compensatory time is getting significantly better because of the new program which requires employees to use their comp time before using their PTO when it gets to a certain point. There are 94 people with over 100 hours of comp time and it used to be twice that number. Jeff May, Auditor, said the non-exempt compensatory time and PTO is in the CAFR (Comprehensive Annual Financial Report) as a liability.

The next benefit discussed was overtime pay which has increased dramatically in the last two years primarily with the Sheriff's Office due to their open positions. They have not had fewer than 12 open positions in detention at any point in time during the last year and a half. HR has done extensive analysis of the staffing issues. It takes over 90 days from when an applicant starts the process to when they are actually hired in. We are losing a lot of people along the way. That is being worked on in terms of trying to compact that time. People do not want to wait that long to start work. Another reason for the overtime in the Sheriff's Office is from having to take people to the hospital. Last year 34,497 hours of overtime was paid to County employees at a cost of just over \$1 million.

Collin County's number of paid holidays is average compared to other counties and cities. Every full time employee in the County works 40 hours a week and they all receive eight hours a day for each paid holiday no matter what their work schedule is.

Longevity pay for law enforcement and lawyers is mandated. Employees who were approved for hire by Commissioners' Court on or prior to the December 18, 2007 agenda receive longevity pay. Last year \$3,585,692 was paid in longevity pay which was a 1% increase, and 48% of the employees are receiving longevity. The number of individuals receiving this benefit goes down, but the amount does not because the amount is based on years of service.

Shift differential is a premium paid to employees who work the second and third shifts for the Sheriff's Office, Juvenile Detention and Facilities as part of their regular schedule. Collin County paid \$352,417 last year which was an increase of 3%. Only two other entities also pay shift differential.

Regarding auto allowances, Collin County is different than other entities. They have auto allowances for upper end positions. Years ago auto allowances were rolled into compensation for Collin County.

Call in pay is for those individuals who have already left work or are at home and are called back to work or those who are called in to work on a scheduled day off. This provides a guaranteed minimum of two hours pay for non-exempt employees. Last year the County paid \$2,809 in call in pay. Court reporters receive 240 compensatory time hours per calendar year by legislation, and this is in addition to PTO time. The County paid \$91,680 in court reporter compensatory time last year.

The County stopped all stipend pay years ago; however, the Board of District Judges decided to do stipend pay for some individuals in Juvenile Probation. The County pays employees for their time off when they are summoned to serve on a jury and paid \$14,157 in jury duty pay last year. Prior to FY2014, wages were reduced by the amount of jury pay received from the state. This practice was eliminated effective October 1, 2013.

Collin County pays the entire cost of short term and long term disability benefits. Short term disability is self-funded and increased by 64% last year for a total of \$235,352. Long term disability is fully insured with no change in premium costs. Premiums paid last year were \$184,791. Many entities do not do short term disability because of sick time. Most entities provide long term disability. The County provides full-time employees with \$50,000 in life insurance and \$50,000 in AD&D (Accidental Death and Dismemberment) insurance. The County paid \$33,842 in life insurance premiums last year with no charge to the employee. Retirees are provided with \$5,000 group term life insurance provided through TCDRS (Texas County and District Retirement System). The County also offers 457 Deferred Compensation Plans. Employees are able to contribute up to \$18,000 annually to a 457 plan. At the age of 50, employees are eligible to contribute a catch-up amount of \$6,000 a year. There are three plans offered and 177 employees participate.

Long term care provides nursing and custodial care benefits for assistance with daily life activities. Since the County got in on the ground floor with long term care, we have a rate that has not changed in 11 or 12 years. Because interest rates are so low, they are losing money and may go to the state to try to increase the rates. When an employee leaves, they can take this with them at the group rate. Last year the County paid \$138,574 in long term care premiums which is a 1% decrease. When compared to other counties and cities in Collin County, none offer this insurance. This is the best benefit the County offers at the best rate.

Tuition assistance is offered to encourage the enhancement of job related skills. The employee must remain employed with Collin County for a defined number of years based on the amount of assistance they received each calendar year. This did not get added to all department budgets because some didn't budget their tuition assistance so it will be added to the year-end clean up. The County paid \$188,404 in tuition assistance to 41 employees. This is a decrease of 1%.

Workers' Compensation insurance provides for medical, surgical and hospital treatment as well as compensation for lost wages in the event an employee is injured on the job. Collin County pays employees who are injured on the job 100% of their salary for up to 12 weeks. Payments for this benefit decreased last year.

There was an AG (Attorney General) opinion stating that elected officials could give time off to their employees as motivation pay or in consideration for safety pay. This occurred in the DA's Office when the office was closed for safety reasons. This occurs most often with the District Judges. Judge Self said each elected official that wants to participate must inform Ms. Jacobson personally that they are giving employees this time off. Last year \$4,906 was paid for this benefit which was a decrease of 42% from the prior year. Ms. Jacobson will provide the Court with the list of elected officials who have given motivation pay. Commissioner Fletcher asked if there was a cap on this. Judge Self said there was no cap and the AG opinion states the elected official has total discretion to award motivation/safety pay.

There are some additional ancillary benefits provided by other cities and counties that Collin County does not provide. These include education pay, certification pay and merit pay. Ms. Jacobson gave a brief overview of private sector benefit comparisons and Collin County stacks up pretty cleanly in terms of our benefit levels. (Time: 2:48 p.m.)

Judge Self recessed the meeting of the Commissioners' Court Budget Workshop Special Session at 2:48 p.m. The meeting was reconvened at 3:02 p.m.

Ms. Jacobson provided the Court with the 2014 and 2015 to date details on safety/motivation pay. Much of the 2015 amount was for the half-day office closure where some elected officials chose to close for the entire day. Commissioner Hill asked about one of the smaller reports which showed that an elected official granted his employees paid time off outside of the County's policy so those employees could either attend or participate in his golf tournament. Ms. Jacobson did not know any further details because the elected official simply provides in writing a list of the employees who are to receive additional paid time off and this does not have to be justified to HR. (Time: 3:05 p.m.)

7. County Benefit Presentation

Ms. Jacobson's next PowerPoint presentation was the Collin County 2015 Benefits Presentation. The other large benefit besides TCDRS (Texas County and District Retirement System), which had a \$7.2 million County contribution, is medical and prescription with a \$14,385,203 County contribution. Costs for medical went up slightly in 2014 because the number of insured went up. The County has done a great job of keeping the rates fairly constant on a per employee basis. When compared to the cities and several counties, Collin County is just above the middle range in terms of premium costs per employee.

The utilization of medical benefits is essentially 100%. The average number of insured was 3,197; and for every insured employee, the County also covered an average of 1.31 dependents. The biggest issue is high cost claims which are claims of \$50,000. The County has stop loss insurance which means the County is reimbursed for claims over \$100,000. There was a 7% increase in the average cost of a high cost claim compared to a 25% decrease the prior year. There was an increase in musculoskeletal and digestive system claims and a decrease in circulatory system, injury and poisoning, and cancer claims. Our claims are similar to our peer group which is North Texas.

The County's pharmacy costs have increased by 53% due to new high-cost drugs and this is one of the largest areas for concern. Commissioner Webb suggested setting up a pharmacy since the County has the clinic and buying the drugs wholesale. Ms. Jacobson said the best deal would be to get a coalition of groups in order to have enough buying power. Judge Self thought this was worth pursuing. There was a lengthy discussion regarding the newer expensive drugs and generic drugs. Prescriptions now do apply toward out-of-pocket expenses.

Collin County's deductible is in the lower quartile though the state still has a zero deductible plan. Physician co-pays are also in the lower quartile in an attempt to have employees see their primary doctor rather than the specialist. Our specialist co-pay is higher and just above the average.

The dental plan is basic and everyone has a deductible of \$50 which is consistent with our counterparts. The plan maximum is \$1,000 and is lower than the majority of our counterparts. Of the 1,347 insured, 331 used the maximum level of benefits.

Ms. Jacobson explained insurance proposals are based on the fact that many employees' salaries are under \$50,000. Collin County is on the upper end in terms of employee only coverage costs, on the lower end for employee and spouse coverage, employee and child(ren) coverage, and employee and family coverage. The dental plan is two tiered and Collin County is on the lower end in terms of cost for all coverages. The majority of people select the lower deductible higher cost plan. A large number of employees take advantage of the health incentives and the subsequent rate decreases provided with that. The plan demographics show more are enrolled in the higher level plan and is split relatively evenly between male and female. Those under \$50,000 tend to select the lower cost plan as well as those 30 years of age and younger.

We have an on-site nurse with the current provider whose focus in 2014 was diabetes. There was an improvement in diabetes compliance from this. She worked with 18 members with inappropriate emergency room utilization to ensure they are utilizing physicians and facilities appropriately. She is an on-site version of United Healthcare's 1-800 number.

Regarding diabetes, the number of claims with a diagnosis of diabetes with complications has decreased 2%. The claims paid per member per month for diabetes without complications is 1% lower than our peers. Claims paid per member per month for diabetes with complications is nearly 48% lower than our peers. Much has been done over the last five years to help control these costs and this is one of our biggest wins.

Hospital admissions decreased 8% in 2014, and emergency room visits decreased by 11% which is 26% lower than our peer group.

By statute employers are required to provide retiree coverage. Employers are also required to report employer contributions to retiree benefits on their CAFR (Comprehensive Annual Financial Report) as a liability due to GASB (Government Accounting Standards Board) rules. Retiree insurance costs are increasing in 2015. Five retirees are currently enrolled in medical insurance as of July 1, 2015 and only one of 22 employees who retired as of July 1, 2015 has elected retiree medical insurance.

The Affordable Care Act requires a very detailed set of calculations annually that show we are covering an appropriate level of healthcare costs. We are insuring people sooner – after 60 days instead of 90 days. In-network deductibles and co-pays now apply to annual out-of-pocket expense limits. There are additional reporting requirements and informational forms have been created. Starting next year, the County will have to auto-enroll employees. There are also additional fees associated with the Affordable Care Act.

The Cadillac Tax is supposed to take effect in 2018 and the regulations have not yet been issued. The essence of this tax is there is a threshold for what insurance costs should be. If our costs are over this number, the County will be taxed on the amount of overage for that particular benefit. It is currently expected that 48% of employers will be subject to the tax in 2018 and 82% could be subject to the tax by 2023. The impact to Collin County is we are close to the threshold on employee costs and actually over the threshold if flexible spending accounts are included. The County is well below the family threshold. Taking 700 individuals with employee only coverage and an overage of \$1,000, the 40% tax would cost the County \$280,000. Considerations for the future would be to eliminate FSAs (Flexible Spending Accounts) in 2018 if PPACA (Patient Protection and Affordable Care Act) continues to include them in the tax calculations and benefits changes.

The Wellness Program has been successful and most employees participate because there is a benefit for doing it and a penalty for not doing it. Our BMI (Body Mass Index) statistics are on the higher scale which prompted the County to start a Weight Loss Program. There were 20 participants in a year-long program focused on weight loss, behavioral modification and exercise. The results were six participants lost an average of 10 pounds, nine gained an average of 10 pounds, two maintained current weight and three did not complete the program.

Ms. Jacobson reviewed some of the plan design change considerations which she said was the least intrusive way to start getting employees to think about the costs associated with the services they are receiving. The concept is not to hurt the employees but to make them more aware. One of the options was to eliminate all co-pays and the employees pay 20% of all expenses after meeting the deductible, including costs for prescriptions, hospitalizations, day surgeries, tests, etc. The \$2,000 maximum out-of-pocket would still be in effect however. Commissioner Webb asked to see a comparison of this plan idea with the existing plan and asked if this is just to educate the employees on the cost of health care or would there be savings involved. There was a lengthy discussion on how to handle the rising costs of healthcare and the Cadillac Tax.

Commissioner Webb mentioned signing an exclusive agreement with a hospital and providers in order to control costs. Ms. Jacobson said that is called a “limited network” and, after working with United Healthcare for three years, they are getting closer to something like that. Some of the problems with this plan are we are not big enough and we have employees up north close to Oklahoma and some in south Plano. The easiest way to save 5% would be to raise the deductible.

One of the things to help us with PPACA would be to separate out the vision benefits. It does not need to be included in the medical plan. The HR recommendation is to separate out vision. There was a brief conversation regarding bulk chemicals and compounds. (Time: 4:45 p.m.)

8. TCDRS Presentation

Cynthia Jacobson, Human Resources, came forward with a PowerPoint presentation on TCDRS (Texas County and District Retirement System). The deposit rate is 7% with a 200% match and a vesting period of eight years. Retirement eligibility is age 60 plus eight years of service, 30 years of service at any age or age plus years of service equals 75. There is a guaranteed interest rate of 7%. When compared to other counties, Collin County is comparable. All the cities, however, have a shorter vesting period of five years.

Regarding the rate of return, when interest rates are high, it is moved into reserves to save for the low rates of return. Even though the County is giving a 7% return, the return must be 8% and lower rates have a bigger impact on the County. We are one of the few counties that is fully funded. Some of the cities put an even higher percentage of their payroll into retirement funds.

Collin County has always budgeted more to make sure there is a reserve built up for the bad years. Over the past ten years the County has put \$148 million into TCDRS. Currently there is no unfunded liability and, as of December 2014, our plan has a reserve of \$21.5 million which is a funded ratio of 106.2%. The minimum required contribution rate for 2016 is 5.71%.

GASB (Governmental Accounting Standards Board) Statement 68 will require Collin County to report TCDRS pension liability/assets on the CAFR (Comprehensive Annual Financial Report) effective for the plan year beginning January 1, 2015. The reporting requirements do not change how TCDRS plan funding is calculated. GASB 68 will affect Collin County dramatically with respect to COLAs (Cost-of-Living Adjustment). GASB Statement 75 is new, fairly minor and the only way we can get any kind of life insurance to retirees. GASB 75 will require Collin County to report our TCDRS Group Term Life Insurance liability on the CAFR. It will be effective for fiscal years beginning after June 15, 2017.

COLAs fund over a 15-year period and the Court determines the cost of living increase each year. Some of the options are flat rate COLAs and CPI (Consumer Price Index) COLAs. Collin County has historically adopted various COLA options. Last year a COLA was not approved for plan year 2015. The last COLA elected was 60% of CPI for plan year 2013. Based on prior history of COLAs, if the County adopts a COLA in 2016, it will be considered an automatic COLA and have a financial impact to our plan of \$67 million (for a 60% CPI COLA). An automatic COLA is a very harsh COLA rule and assumes it will be done every year for every employee for 15 years. Beginning in 2017, the County will be eligible to adopt a COLA without an automatic COLA designation for that year. We will be eligible for a COLA going forward every three years. There was a lengthy discussion on repeating COLAs. CPI is the maximum flat rate that a COLA can be funded for one year. (Time: 1:50 p.m.)

9. Elected Officials Salaries Presentation and Vote to Propose

Cynthia Jacobson, Human Resources, came forward with a PowerPoint presentation on Elected Officials Compensation. Ms. Jacobson started by showing the salary history for elected officials by percentage increase and annualized over a five-year period. When compared to surrounding counties, we were ranked three out of four with one being the highest paid. When compared to like counties, most were ranked three or four out of six. The final comparison was with top ten counties and Collin County elected officials ranked from four out of ten to nine out of ten for the District Attorney.

Recent changes for 2016 are the County must now pay the District Attorney a supplemental amount to replace the amount the DA pays for additional state retirement which increased by 2.65%. Currently, this amount is to be reimbursed in full by the state. (Time: 1:01 p.m.)

A motion was made to raise the elected officials' salaries by 1% excluding the District Judges and District Attorney. (Time: 5:51 p.m.)

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

COURT ORDER NO. 2015-528-08-12

10. Annual Compensation & Benefit Changes

I. Commissioners Court suggested changes to Recommended Budget

m. Final review of Add/Delete list

A motion was made for a pay increase according to PFP for Alyse Ferguson in Indigent Criminal Defense. (Time: 3:51 p.m.)

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

A motion was made for Facilities to add the meet and greet room division in the Animal Shelter. (Time: 3:53 p.m.)

Motion by: Commissioner Cheryl Williams
Second by: Commissioner Duncan Webb
Vote: 4 – 1 Passed
Nay: Judge Keith Self

A motion was made to reduce the furniture refresh by \$1 million. (Time: 3:53 p.m.)

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

A motion was made for an increase in Medical Contract in Adult Inmate Health by \$1,216,892 and an increase in Medical Contract in Juvenile by \$143,370. (Time: 3:54 p.m.)

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

A motion was made to purchase the John Wesley Frisco Building for \$2.2 million. (Time: 3:53 p.m.)

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

A motion was made to move \$324,440 held in contingency into the budget for increase in the LifePath budget. (Time: 3:56 p.m.)

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

No motion was made on CPS so it will remain in the budget as recommended. Jeff May, Auditor, informed the Court that all of the expenditures except the drug testing are tied into a small grant so the County will be reimbursed by 20% to 30% which totals between \$6,000 and \$8,000 per year. Judge Self said the \$21,330 for drug testing is in the budget but it will not be enough. (Time: 3:59 p.m.)

A motion was made to not include libraries in the budget and remove the \$236,561 from the budget. (Time: 4:02 p.m.)

Motion by: Commissioner Cheryl Williams
Second by: Judge Keith Self
Vote: 3 -2 Passed
Nay: Commissioners Chris Hill and Susan Fletcher

No motion was made to change the request for \$49,900 from the Historical Commission. (Time: 4:02 p.m.)

A motion was made to reduce the Fireman's Association training request to \$500,000. Commissioner Webb said the law is very clear that the County has no obligation on this. There was no second to this motion. (Time: 4:07 p.m.)

After a brief discussion, a motion was made to put \$500,000 in contingency for AmCad and put \$8 million on the 5-Year Plan. (Time: 4:15 p.m.)

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

A motion was made to eliminate the three JP collections positions: one JP Collections Clerk and, from Constable Precinct 4, a Legal Clerk I and Deputy Constable. (Time: 4:20 p.m.)

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

A companion motion was made to change the Information Clerk Receptionist for County Court at Law Court Collections to a Collections Clerk which will result in an increase of \$2,555. (Time: 4:20 p.m.)

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

A motion was made to add \$10,000 to the budget for the Mental Health Symposium. (Time: 4:23 p.m.)

Motion by: Commissioner Cheryl Williams
Second by: Commissioner Susan Fletcher
Vote: 4 – 1 Passed
Nay: Commissioner Duncan Webb

A motion was made to approve the first option for \$400,000 for the Courthouse parking lot gate permanent improvement project. (Time: 4:26 p.m.)

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

A motion was made to reduce the 10 recommended positions for the Tax Office to six positions (two registration clerks in McKinney, one title clerk in McKinney, two registration clerks in Plano and one registration clerk in Frisco). (Time: 4:30 p.m.)

Motion by: Judge Keith Self
Second by: Commissioner Chris Hill
Vote: 3 – 2 Passed
Nay: Commissioners Susan Fletcher and Duncan Webb

A motion was made to move the scanners for the Sheriff's Office to contingency. (Time: 4:31 p.m.)

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

No motion was made to remove the knuckleboom loader trash truck for Road & Bridge from the budget. (Time: 4:32 p.m.)

A motion was made to remove from the budget the pneumatic lines for the PI-Facilities Justice Center Adult Detention. (Time: 4:33 p.m.)

Motion by: Judge Keith Self
Second by: Commissioner Susan Fletcher
Vote: 4 – 1 Passed
Nay: Commissioner Duncan Webb

A motion was made to move the Functional Analyst position from Constable Shared to IT. (Time: 4:34 p.m.)

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

A motion was made to authorize and standardize all lights, decals, cages, type and color of cars for the Constables. It is the Constable's choice whether to add these items or not. If the options are turned down, it is for the life of that vehicle. (Time: 4:44 p.m.)

Motion by: Commissioner Duncan Webb
Second by: Commissioner Susan Fletcher
Vote: 4 – 1 Passed
Nay: Commissioner Cheryl Williams

A motion was made to approve the \$5 million loan to the CCTRA for the Outer Loop for engineering. (Time: 4:44 p.m.)

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

A motion was made to remove the transaction counter for County Court at Law 4 for \$350. (Time: 4:44 p.m.)

Motion by: Commissioner Duncan Webb
Second by: Judge Keith Self
Vote: 4 – 1 Passed
Nay: Commissioner Chris Hill

A motion was made to remove the vehicle price error for the DA Ford Sedan of \$27,900. (Time: 4:45 p.m.)

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

A motion was made to delete the Myers Park John Deere from the budget. There was no second. (Time: 4:45 p.m.)

A motion was made to delete the Google HLS. (Time: 4:46 p.m.)

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

No motion was made to remove the Google County Clerk. (Time: 4:46 p.m.)

A motion was made to remove the JP3-2 Psychological Evaluations for \$600 from the budget. (Time: 4:50 p.m.)

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

No motion was made to remove the exercise equipment from the Sheriff's Office for \$34,489. (Time: 4:53 p.m.)

A motion was made to remove \$4,110 from the budget for JP1 public access terminals. (Time: 4:54 p.m.)

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

At 4:55 p.m. Judge Self recessed the meeting of the Commissioners' Court Budget Workshop Special Session into Executive Session in accordance with Chapter 551.071 of the Government Code to discuss Legal Representation.

Judge Self reconvened the meeting of the Collin County Commissioners' Court Budget Workshop Special Session at 5:20 p.m.

A motion was made that the Chief Litigation Attorney position for the District Attorney's Office be put in contingency. (Time: 5:20 p.m.)

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

There was a lengthy discussion on compensation and PFP, CPI, and market movement. A motion was made for an increase of 3.5% for PFP for both law enforcement and non-law enforcement. (Time: 5:45 p.m.)

Motion by: Commissioner Cheryl Williams
Second by: Commissioner Susan Fletcher
Vote: 3 – 2 Passed
Nay: Judge Self and Commissioner Chris Hill

A motion was made to put \$300,000 in the budget for compa-ratio. (Time: 5:46 p.m.)

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

Judge Self recessed the meeting of the Commissioners' Court Budget Workshop Special Session at 5:48 p.m. and immediately reconvened the meeting at 5:49 p.m.

A motion was made to increase elected officials salaries by 1%. (Time: 5:51 p.m.)

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

Judge Self recessed the meeting of the Commissioners' Court Budget Workshop Special Session at 5:51 p.m. and immediately reconvened the meeting at 5:52 p.m.

A motion was made to adopt the supplemental pay for FTOs (Field Training Officers) totaling \$4,500 per year, for Communications Training Officers totaling \$5,200 and for Detention Training Officers totaling \$5,200. The total of the three is \$15,100. (Time: 5:54 p.m.)

Motion by: Commissioner Chris Hill
Second by: Commissioner Susan Fletcher
Vote: 4 – 1 Passed
Nay: Judge Keith Self

Judge Self recessed the meeting of the Commissioners' Court Budget Workshop Special Session at 5:54 p.m. until 9:00 a.m. on Thursday, August 13, 2015.

THURSDAY, August 13, 2015 at 9:00 A.M. through FRIDAY, August 14, 2015 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 Thursday, August 13, 2015.

4. Five-Year Plan Review

a. General Fund

b. Road & Bridge Fund

c. Permanent Improvement Fund

d. Healthcare Trust

5. Discussion of Proposed FY 2016 Tax Rate

a. Effective Tax Rate

b. Rollback Tax Rate

c. M & O Tax Rate

d. Debt Service Tax Rate

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

There was a lengthy discussion on range movements, CPI and PFP. Cynthia Jacobson, Human Resources, recommended moving the range 4% for all the groups except law enforcement and the law enforcement range movement would be 3.5%. Reclassifications would be done at a later time. Commissioner Williams expected CPI to be included in market movement. A motion was made to make the average PFP 3%. This included law enforcement but not elected officials. (Time: 9:20 a.m.)

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

COURT ORDER NO. 2015-530-08-12

There was a motion to move the salary range 3.5% for law enforcement and 4% for non-law enforcement. (Time: 9:22 a.m.)

Motion by: Commissioner Cheryl Williams
Second by: Commissioner Susan Fletcher
Vote: 4 – 1 Passed
Nay: Commissioner Chris Hill

COURT ORDER NO. 2015-529-08-12

Monika Arris, Budget, presented the Court recommended budget highlights for FY2016. The General Fund budget is \$184 million. Without cash funding the first phase of the Sheriff's Office Public Radio System (\$7 million) and the County Clerk's AmCad System (\$500,000), the General Fund budget would be \$176.5 million. Taking out those one-time expenditures, this is an increase of 5.9% from last year.

The Road & Bridge Fund is \$23.3 million which is a \$752,000 increase from last year.

The Total Operating Budget is \$210.2 million. Removing one-time expenditures of \$7.5 million, this is a 6.2% increase from last year. The Revenues are \$213.2 million and expenditures are \$210.2 million. The revenue change was a 10.1% increase and the expenditure change which includes the one-time expenditures was a 9.6% increase from last year.

Healthcare was a minor change for an increase of \$2.7 million. CCTRA (Collin County Toll Road Authority) now has a \$5.1 million budget that it did not have before. The Total Combined budget is \$311.5 million, which includes the \$7.5 million in one-time expenditures, compared to the total revenues of \$307.5 million. There is a 3.3% increase in the total combined budget for FY2016 compared to last year.

Ms. Arris then explained truth-in-taxation calculations. The effective tax rate is a hypothetical property tax rate that provides the County with the same amount of revenue it had in the previous fiscal year for properties that existed in both tax years. Last year's Adjusted Property Taxes divided by the Current Year's Adjusted Property Value equals the Effective Tax Rate.

This year's effective tax rate is \$0.217818 to raise the same amount of revenue as last year on properties that existed in both tax years. The effects of the tax rate are determined by the increases or decreases in the appraised value each year. If appraised values go up, the effective tax rate goes down and vice versa. If the appraised value stays the same, the effective tax rate will also stay the same.

The rollback rate is a calculation that splits the tax rate into two separate components – maintenance and operations (M&O) rate and debt service rate – in order to avoid injuring a taxing unit's ability to pay its debt. The rollback rate allows the County to raise the same amount in operations as in the prior year plus provides an additional 8% cushion. The County's maximum operating rate is \$0.177455 and when the debt service rate is taken into account, this year's rollback rate is \$0.232655. From FY2015 to FY2016, the M&O tax rate increased only slightly. The debt service side shows a difference from \$0.057732 in FY2015 to \$0.0552 in FY2016. The effective tax rate did decrease from last year as did the M&O and rollback rate.

The current tax rate is \$0.2350 per \$100 valuation. The recommended budget includes a tax rate of \$0.2325. Collin County has not raised taxes since 1993. The 5% Homestead Exemption has been in place for six years. For the 2014 tax year to the 2015 tax year, the tax base growth is 10.9%. The average home in Collin County for 2015 is valued at \$285,262 according to the Central Appraisal District of Collin County. The average tax bill for the average home in Collin County receiving the Homestead Exemption would be \$630.14 in county taxes for the 2015 tax year. This is an increase of \$54.67 from last year, or 9.5%. This includes the increased Homestead Exemption for ISDs as part of SB1.

When reviewing the General Fund 5-Year Plan, Ms. Arris pointed out that the \$5 million for the Collin County Toll Road Authority is a loan from the General Fund and will show up in the CCTRA Fund and as a restricted fund. The 5-Year Plan is based off of a growth of 6% for the next two years and 3% for each year after. It also assumes there will be a bond sale of \$300 million over the next five years beginning in 2017. The Permanent Improvement Fund 5-Year Plan has been kept at approximately \$2 million in the fund balance and will start allocating taxes to this fund in 2017.

Commissioner Williams asked about AmCad for the County Clerk's Office. Ms. Arris said that is in the General Fund 5-Year Plan for FY2017 and totals \$25 million for the second phase of the Sheriff's Office radio implementation, a refresh to Election's equipment, funding the County's mental health system, possibly opening a jail pod and the County Clerk's AmCad system.

CSCD (Community Supervision and Corrections Department) held their public hearing and they are requesting 4% from the state. The Purchasing Board's public hearing on their budget is on Thursday, August 20, 2015. The Board of District Judges' public hearing for the County Auditor is on Friday, August, 21, 2015. The Juvenile Board public hearing is on Friday, September 4, 2015.

Tentative plans for the first Tax Rate public hearing is Tuesday, September 8, 2015 and the second would be on an evening court in Fairview Town Hall on Monday, September 14, 2015.

Commissioner Williams asked that the additional \$2 million in reserves for the special prosecutor be added to the reserve line so it can be accessed. Jeff May, Auditor, said the public hearing for the County Auditor has been changed to September 3, 2015. (Time: 9:47 a.m.)

There was a lengthy conversation regarding reducing the tax rate, a potential downturn in the economy and transportation funding, and daily operating expenses. Judge Self recommended proposing one or two more options for the tax rate. Commissioner Williams proposed a flat rate of \$0.23. Ms. Arris said a flat rate of \$0.23 will reduce the General Fund taxes by \$2,254,128. The average homeowner would pay \$623.36. Commissioner Hill requested looking at a tax rate of \$0.23 as well as \$0.2275.

Judge Self recessed the meeting of the Commissioners' Court Budget Workshop Special Session at 10:11 a.m. The meeting was reconvened at 11:17 a.m.

Ms. Arris reviewed the tax rate options. The first tax rate version was with a proposed rate of \$0.2300. This has \$500 million over four years with a growth rate of 8% in FY2017, 6% in FY2018 and 3% thereafter. The debt projected I&S (Interest and Sinking) Tax Rate goes up to \$0.06739 in FY2021. The Fund Balance goes as low as 180 days plus \$52 million in reserves for a total of 250 days.

The next tax rate version had the same assumptions as the first with one modification of the tax rate at \$0.2275. This version drops the Fund Balance by eight days.

The next tax rate version looked at was with a proposed rate of \$0.2300 with \$300 million over three years with a growth rate of 6% in FY2017 and FY2018 and 3% thereafter. The Fund Balance goes to 350 days.

There was a brief discussion on ramifications on the Fund Balance and M&O (Maintenance and Operating) with the different tax rate options. When the tax rate is lowered it hits M&O because the debt side cannot be touched in order to make debt payments. As appraisal values go up the effective rate goes down. The effective rate would need to be kept higher to give flexibility to set it where it needs to be next year with the potential growth. Ms. Arris cautioned the Court that if the tax rate continues to be lowered there is the possibility in a downturn she will have to request a tax rate increase. Commissioner Williams does not want to be in a position to raise the tax rate in a downturn economy. Commissioner Webb would like to be prepared to push for selling bond monies faster to keep from raising the tax rate. The Commissioner would like to lower the tax rate to \$0.2300. (Time: 11:42 a.m.)

Commissioner Webb referred back to the body cameras for the field in the Sheriff's Office as it was not put on the add/delete list. The Commissioner moved to approve \$83,000 for the body cameras. Following the motion there was discussion on the high cost of storage for the data from the body cameras. Commissioner Williams suggested putting together an RFQ or RFP for the next budget session. There was not a vote following the motion. (Time: 11:45 a.m.)

A motion was made to adopt \$0.2300 as the 2016 Total Tax Rate. With a show of hands the motion passed. (Time: 11:46 a.m.)

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

COURT ORDER NO. 2015-531-08-12

6. Schedule Public Hearings

A motion was made to hold FY2016 Tax Rate hearings on Tuesday, September 8, 2015, at 1:30 p.m. in the Jack Hatchell Administration Building, Commissioners' Courtroom; Monday, September 14, 2015, at 6:00 p.m. at the Fairview Town Hall in the Town Hall Council Chambers; and Monday, September 21, 2015, at 1:30 p.m. in the Jack Hatchell Administration Building, Commissioners' Courtroom. Commissioner Webb was absent for the vote. (Time: 11:46 a.m.)

Motion by: Commissioner Susan Fletcher
Second by: Commissioner Cheryl Williams
Vote: 4 – 0 Passed

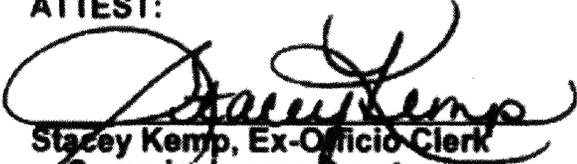
COURT ORDER NO. 2015-532-08-12

EXECUTIVE SESSION

The Court did not recess into Executive Session. There being no further business of the Court, Judge Self adjourned the meeting at 11:47 a.m.



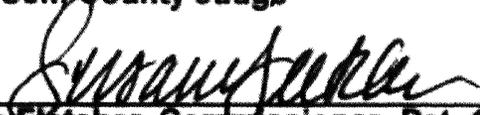
ATTEST:



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



Keith Self, County Judge



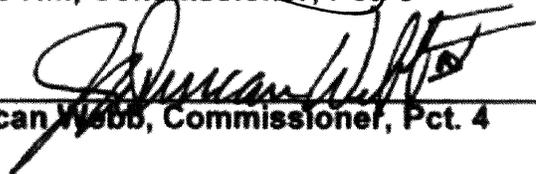
Susan Fletcher, Commissioner, Pct. 1



Cheryl Williams, Commissioner, Pct. 2



Chris Hill, Commissioner, Pct. 3



Duncan Webb, Commissioner, Pct. 4