

**AUGUST 19, 2014**

**WISE COUNTY COMMISSIONERS' COURT MEETING**

On this the 19<sup>th</sup> day of August, A.D., 2014 at 9:06 A.M. came on to be had a Special Meeting with FY2015 Budget Workshop of the Commissioners' Court of Wise County, Texas held in the Large Conference Room of the Wise County Law Enforcement/Jail Facility (200 Rook Ramsey Drive) of said County in the town of Decatur with the following members present and presiding:

Glenn Hughes (Interim)	County Judge
Danny White	Commissioner, Precinct No. 1
Kevin Burns	Commissioner, Precinct No. 2
Harry Lamance	Commissioner, Precinct No. 3
Gary Potts (Interim)	Commissioner, Precinct No. 4

Sherry Lemon, County Clerk and Ex-Officio Clerk of Commissioners' Court when and where the following proceedings were had, to-wit:

All attachments referred to in the minutes of the Wise County Commissioners' Court are designated original or copy and are provided at the time of action by the Court unless otherwise indicated by provider.

Interim County Judge Hughes votes aye on all agenda items unless otherwise indicated.

- 1) Hughes called the meeting to order at 9:06 AM and all court members are present, creating a quorum.
- 2) Weatherford College Wise County (WCWC) Associate Dean for Instruction Matt Joiner appeared before the court to discussed the FY 14-15 WCWC proposed budget. Joiner stated a 5.32% increase in the budget includes the 3.75% increase in benefits and raises recommended by Weatherford College President Dr. Kevin Eaton and Vice President of Financial and Administrative Affairs Andra Cantrell. Joiner stated this also includes an increase in adjunct salaries and that the budget is otherwise flat or decreased in some areas.

Joiner recommended the court propose a branch campus maintenance tax rate of \$0.046148/\$100.00 valuation as is the current rate and a proposed FY2014-FY2015 budget amount of \$6,216,915.00. (See attachment)

Joiner briefly discussed the campus budget has been based on contact hours in the past and is now calculated based on institutional support (formerly administrative cost) cost being 15.82% of the WCWC branch campus budget and not the Weatherford College budget.

Hughes commended Joiner and WCWC Dean Duane Durrett on their interests being with Wise County and the WCWC and not Weatherford College solely.

- 3) FY2015 Preliminary Wise County Budget

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a) County Auditor Ann McCuiston stated the preliminary budget (Draft 1) is based on the current tax rate of \$0.3789/\$100.00 valuation and reviewed the following: (See attachment)

- Page 1 – State Sales Tax (\$4,900,000.00)
- County Judge Supplement (Removed \$15,000.00 state supplement to salary)

Lamance asked about whether the removal of the County Judge's \$15,000.00 state supplement is finalized? McCuiston commented once the elected officials salaries are set it cannot be changed (once published).

Hughes explained that the \$15,000.00 state supplement to the County Judge's salary is based on the county judge performing 40% judicial duties. Hughes commented that the way the county is structured now versus 15-20 years ago, there is no way the county judge can spend 40% of his/her time performing judicial responsibilities. Hughes commented he is afraid this is going to get the county into a situation with legal trouble. Burns commented the judge has to sign an affidavit [about performing 40% of judicial duties in order to collect the supplement]. Lamance asked if this can be discussed once a new judge gets into office? McCuiston commented it would not be up for discussion until the FY16 budget.

Hughes commented that he has done quite a bit of research and everyone he has discussed this with agrees they don't feel comfortable putting their name on the dotted line. Burns and Hughes concluded that many do not perform the 40% judicial duties. Hughes commented that deceased County Judge Bill McElhaney would have been the closest to performing the 40% judicial duties. McCuiston stated McElhaney would not have signed the affidavit had he not performed 40% judicial duties. Hughes stated he doesn't feel he is able to do the 40%. Burns and Hughes commented about counties with smaller populations and no County Court at Law judge.

Burns confirmed to Potts the total supplement is \$15,000.00.

McCuiston stated the court will notice this is a decrease in salary for the County Judge position salary when the court reviews the "List of Elected Officials Salaries for FY2015" spreadsheet.

Potts commented on public questions regarding the removal of the \$15,000.00 supplement. Burns commented the \$15,000.00 state supplement comes with strings (40% judicial duties).

- Page 2 - McCuiston commented that oil and gas royalties are down and is project to be less (\$800,000.00 in FY2014) and is proposed at \$550,000.00 in FY2015.
- Page 3 – Cash Reserves \$300,000.00 calculated budget based on 98% property tax revenue; County hasn't had to hit "it" (Reserves) before and hopefully won't have to dependent on mineral supplements.

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- Page 4 – County Judge salary \$77,250.00 (same as commissioners salary) and a \$500.00 increase in auto allowance for the county judge position to get it even with other officials auto allowance.

County Treasurer Katherine Hudson presented the “List of Elected Officials Salaries for FY2015” (See attachment).

Hughes commented that the list puts everyone in about the same category. McCuiston commented that the Justices of the Peace were increased \$500.00 each in auto allowance.

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Autopsy/Inquest Expense \$130,000.00

Hughes asked Justice of the Peace Pct. 1 Jan Morrow why Dallas County is utilized over Tarrant County (pricing or convenience)? Morrow commented that the county can use either Dallas or Tarrant for autopsy/inquest. Morrow stated that regarding anything criminal 271<sup>st</sup> Judicial District Attorney Greg Lowery prefers Dallas County testimony and reasoning so the JPs try to use what is recommended by Lowery.

Lamance asked cost of Dallas versus Tarrant? Hughes and McCuiston stated Tarrant is a bit higher.

Engineers/Consultants FY14 \$100,000.00 to FY15 \$101,700.00.

McCuiston stated this is primarily Kimley-Horn and Associates, Inc. and confirmed that County Engineer Chad Davis will be monitoring expenses. McCuiston stated there has been a large increase in cost of Kimley-Horn and Associates, Inc. services over the last few years. The court discussed that subdivision fees (revenue) is increased and that part of the increase of cost to Kimley-Horn and Associates, Inc. is the county’s request for Kimley-Horn and Associates, Inc. to revise the Wise County Development Rules and Regulations.

Davis discussed that he is assisting Kimley-Horn and Associates, Inc. with construction inspections and every time Kimley-Horn and Associates, Inc. is called out for inspection the county is billed. Davis also commented on the economic upswing in subdivisions in Wise County.

IT Consultants FY15: \$17,000.00

McCuiston commented that half of the cost for Prince Computing Consulting will be budgeted in FY14 and half in FY15. Hughes commented that this will be money well spent. McCuiston commented that Prince is already dealing with telephone companies and billing.

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- Page 12-14 Justice of the Peace Auto Allowance increase by \$500.00 each from \$13,500.00 in FY14 to \$14,000.00 in FY15.

McCuiston commented that Justices of the Peace are out 24/7.

- Page 24 – County Fire Departments are getting more than the 2.5% of general fund and are budgeted at \$876,800.00 total for FY15 or \$4,200.00 per department per month for seventeen departments (small balance remaining).

McCuiston commented that the Sheriff's Department might have one department that was higher but overall all departments stayed the same.

- Page 35 – Wise County Appraisal District valuations increased to \$340,108.00.

McCuiston presented information regarding Outside Agency requests for FY2015. McCuiston stated that Child Welfare Board was the only outside agency that received an increase from FY14 \$6,000.00 budgeted (\$16,629.00 amended) to FY15 \$9,000.00 budgeted. [The additional \$10,029.00 was a one-time disbursement from the comptroller of unclaimed capital credits from electric cooperatives to be used to fund appropriate child abuse programs and was divided between four child abuse programs.]

Hughes commented that all outside agencies requested at least a \$5,000.00 increase. Hughes commented how hard it is to tell agencies that do such good work that the budget is tight. Hughes commented that the Teen Court agency is (for lack of a better word) disorganized and advised the agency that a request would be reviewed next year once the agency is better organized. Hughes stated that by saving some of the funds from Teen Court that the Child Welfare Board could use some extra.

Lamance commented about Teen Court agency's needs. Burns stated that Teen Court hasn't been utilized by the justice courts and the county hasn't used their services.

McCuiston commented that there are two teen courts in Wise County now; Wise Teen Zone and Teen Court. McCuiston asked Morrow about use of Teen Court. Morrow stated that Justice of the Precinct No. 1 doesn't utilize teen court because often the juvenile doesn't want to use teen court because of the required involvement in the program. Morrow stated the cities utilize the program.

Hughes commented that the program had several different names. Commissioners Court Attorney Thomas Aaberg commented there were multiple addresses and phone numbers; both Hughes and Aaberg discussed how confusing this is.

Hughes asked McCuiston to comment about indigent burials costs (\$35,000.00 budgeted for FY2015)? McCuiston commented that the county never knows how much to budget for this; and, that indigent burials increase every year. McCuiston commented that the minimum has

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been budgeted for FY2015. Burns clarified to Potts the number of indigent burials has increased and not the cost of burial by the funeral home.

- Page 37 – Contingency Reserves

McCuiston stated that \$100,000.00 is budgeted for FY2015 in contingency reserve and cautioned the court to “watch what we do in the next fiscal year.” McCuiston stated most budget adjustments are done between line items within the department’s budget.

- Page 38 – Debt Service

McCuiston reminded the court that sales tax money comes into General Fund and then is moved to Debt Service for debt payment. McCuiston stated \$3,131,775.00 is budgeted in FY2015 for the payment of 2014 notes.

McCuiston stated state sales tax refund line item is budgeted at \$42,622.00 for FY2015 (15 year payout to Comptroller).

Burns asked McCuiston about the budget year time frame if more sales tax refunds are shifted back to the county from the Comptroller? McCuiston reminded the court that the current audit took the Comptroller 4-5 years to complete. McCuiston told the court to expect more [refunds] in future years.

- Page 93 – Election Judges

Election Administrator Lannie Noble stated that \$27,000.00 was budgeted for FY2015 for the November 4, 2014 election judge’s salary. Noble stated he received two petitions regarding elections in November. Noble stated one petition requests extended hours during the second week of early voting to twelve hour days. Noble stated Wise County (less than 100,000 population) is not required to hold early voting for twelve-hour days or on Saturday and Sunday like counties over 100,000 in population. Noble stated if he receives a petition signed by 15 qualified Wise County voters then he is required to comply. Noble stated early voting hours will extend for all three early voting locations as well as a twelve-hour day on the Saturday at Decatur City Hall during early voting and a five-hour day on the Sunday at Decatur City Hall during early voting. Noble discussed no longer holding early voting on Saturdays at Wal-Mart. Noble told the court the public will be properly notified of changes in early voting times and location (on Saturday).

Burns recommended to increase the Election Judge line item of the Election Administration budget from \$27,000.00 for FY2015 to \$30,000.00 per Noble’s request. (See attachment)

- Page 106– Sales Tax Transfer \$3,131,775.00
- Page 107 – Debt Services Payment FY15 Principal 2014 Notes: \$2,565,000.00 and FY15 Interest 2014 Notes: \$566,775.00.

- Page 108-109 Capital Funding for jail roof project

McCuiston told the court that she has discussed with the county's financial consultants about using capital projects monies for the jail roof repair because it will exceed the \$820,000.00 the county received from Texas Association of Counties (TAC). McCuiston stated that until the county goes to TAC for additional money the county will be out the difference. McCuiston continued that the consultants advised it is okay to use capital project funds for the repair. McCuiston stated page 108 shows the transfer in because the funds will be transferred into reserves at the end of FY2014.

Hughes stated that he contacted an independent roofer (for court knowledge only) about the jail roof repair. Hughes stated that he made it clear to the roofer that the roofer wasn't going to get the job and expressed a lot of confidence in the roofer. Hughes advised that the roofer told him the cost of \$1.1 million dollars and was adamant about the cost of repair. Hughes stated this was to provide the auditor and court with an idea of cost. Burns stated engineering fees will be anywhere from 6-8%. Hughes confirmed that there is no definite cost; only estimates. Hughes told Lamance that TAC will most likely pay the entire cost when the county goes back to TAC with a final project cost. Hughes stated that in the meantime the county has to come up with the difference in cost from the \$820,000.00 and estimated \$1.1 million for budgetary purposes.

McCuiston stated the first option is to take money from reserves and doesn't recommend doing that. McCuiston stated the above-referenced is a second option to take funds from capital expenditures.

- WCWC Tax Dollars: .046148/\$100.00 valuation being a total \$3,450,400.00 for FY15.

McCuiston stated the county road and bridge funds are at \$0.08/\$100.00 valuation.

***Court recessed at 9:45 AM and reconvened at 10:02 AM***

3b) Hughes stated the proposed 3% increase across the board for all elected officials and hourly positions. Hughes confirmed with Lamance this is a cost-of-living increase.

Motion made by White seconded by Lamance and unanimously adopted by the Court to approve the proposed List of Elected Officials Salaries for FY2015 including proposed expenses, annual salaries and expenses, as printed. (See attachment)

3c) No discussion

3d) No action at this time.

4) Totals summaries of the two FY2015 budget report/estimate to include non-personnel portions of the budget. Discussion completed above.

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5) Burns requested the time of the second Public Hearing be changed from September 5, 2014 at 4:00 PM to 6:00 PM to allow more members of the public to attend.

Hughes stated there will be public hearings on Tuesday, September 2, 2014 at 8:00 AM and on Friday, September 5, 2014 at 6:00 PM if necessary.

Lamance confirmed a Special Meeting of the Commissioners Court on Monday, August 25, 2014.

6) No comments made by Elected Officials and/or Department Heads and/or Agencies requesting additional funding or items not listed/recommended within the Proposed Budget/Revised Budget Proposals as received from County Judge and County Auditor.

7) No further summarization or review of items covered in the budget workshop. No final questions or comments from officials, staff or public.

8) Hughes stated the proposed tax rate of General Fund of \$0.2989/\$100.00 valuation and FMLR of \$0.08/\$100.00 valuation totals \$0.3789/\$100.00 valuation being the same rate as FY2014.

County Tax Assessor/Collector Monte Shaw stated the rate stated above, once a motion is made will be the proposed rate. Shaw clarified the rate stated by Hughes is the rate that balances the FY2015 county budget, as presented.

Motion made by Burns seconded by White and unanimously adopted by the Court to propose a 2014 county property tax rate of \$0.3789/\$100.00 valuation.

9) Hughes stated the WCWC branch campus proposed rate at \$0.046148/\$100.00 valuation.

Motion made by Burns seconded by White and unanimously adopted by the Court to propose a 2014 property tax rate in Wise County College Branch Maintenance Tax of \$0.046148/\$100.00 valuation.

***Back to agenda item 3d: Review and discuss the 2015 Preliminary Wise County Budget for FY2015 as prepared by County Judge and Auditor: Take necessary and/or appropriate action as required.***

Motion made by Burns seconded by White and unanimously adopted by the Court to tentatively approve the FY2015 budget, as presented, including the \$3,000.00 additional for Election Judges with no change to the total budget. (No attachment)

McCuiston stated she can adjust funds so the total budget is not affected. Any line item transfers within the department budget shall not change the overall budget totals.

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Hughes thanked the court and department heads for their work in keeping the budget in line and providing the level of service to Wise County.

10) Sheriff David Walker discussed past court action to advertise for requests for qualification (RFQ) and/or go with an architect to repair the Wise County Law Enforcement/Jail Facility roof that was damaged in the December 2013 ice storm.

Burns stated that under statute the county can utilize an engineer or architect for the project. Burns recommended utilizing an engineering firm and stated it can be an engineering and architecture firm.

Aaberg discussed granting a professional exemption during a previous commissioners court allowing the court to hire someone for the process. Aaberg stated it appears that the RFQ process will take some time. Aaberg recommended discussing this on August 25, 2014 at the Special Meeting.

Burns requested to TABLE action regarding this item until the August 25, 2014 meeting.

Asset Control Officer Diana Alexander stated the RFQ for Engineer for the jail roof is set to go out on Monday, August 25 with an advertising deadline of 10:00 AM. The court discussed addressing this item at the beginning of the August 25, 2014 meeting. Alexander discussed possible delays.

Burns stated he will work on this item before the Monday, August 25, 2014 meeting.

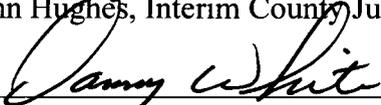
Action TABLED on this item until the Monday, August 25, 2014 meeting.

11) Hughes adjourned the meeting at 10:17 AM, there being no further business to discuss.

Minutes approved this 15 day of September, 2014, as printed.



Glenn Hughes, Interim County Judge, Wise County



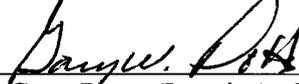
Danny White, Commr. Pct. No. 1



Kevin Burns, Commr. Pct. No. 2



Harry Lamance, Commr. Pct. No. 3

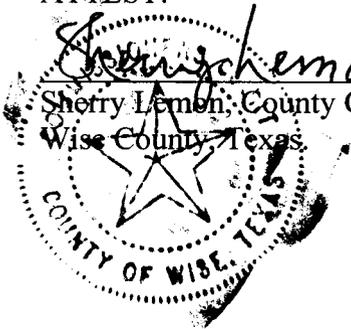


Gary Potts (Interim), Commr. Pct. No. 4

ATTEST:



Sherry Lemon, County Clerk and Ex-Officio Clerk of Commissioners' Court,  
Wise County, Texas



The Wise County Commissioners' Court adopted the *Rules of Procedures, Conduct & Decorum at Meetings of Wise County Commissioners' Court* on February 28, 1994 and the rules have not been revised.

Addendum:

The following abbreviations are used in reference to current Wise County projects.

WCCAB – Wise County Courthouse Annex at Bridgeport

SWA – Southwest Architects Inc.

TxDOT/DPS - Texas Department of Transportation/Department of Public Safety

TAC – Texas Association of Counties

TFP – Wise County Thoroughfare Plan

WHJ – Wiginton, Hooker and Jeffry, P.C. (in relation to Wise County facilities Master Study Plan)

WCWC – Weatherford College Wise County campus