

# **Collin County Texas**

# **FY 2018**

# **Adopted Budget**



**Prepared by the  
Collin County Budget Office**

*Due to the passage of SB 656 during the 83<sup>th</sup> Regular Legislative Session amending LGC 111.068, the following statement must be included as the cover page for the adopted budget document:*

This budget will raise more revenue from property taxes than last year's budget by an amount of \$5,130,883 which is 2.48 percent increase from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$9,515,072.12.

The members of the governing body voted on the budget as follows:

|      |                                        |                                    |
|------|----------------------------------------|------------------------------------|
| FOR: | Keith Self,<br>County Judge            | Chris Hill,<br>Commissioner Pct 3  |
|      | Susan Fletcher,<br>Commissioner Pct 1  | Duncan Webb,<br>Commissioner Pct 4 |
|      | Cheryl Williams,<br>Commissioner Pct 2 |                                    |

AGAINST:

PRESENT and not voting:

ABSENT:

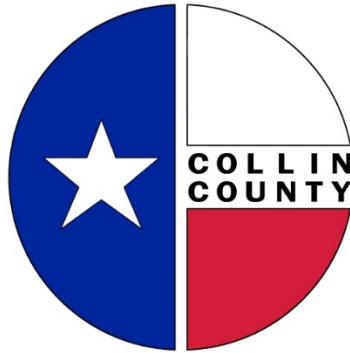
#### Property Tax Comparison

| Property Tax Rate                          | <u>FY 2017</u>    | <u>FY 2018</u>    |
|--------------------------------------------|-------------------|-------------------|
| General Fund                               | \$0.149795        | \$0.136477        |
| Road & Bridge Fund                         | \$0.004000        | ---               |
| Permanent Improvement Fund                 | <u>\$0.003000</u> | <u>\$0.002319</u> |
| Total Maintenance & Operating Tax Rate     | \$0.153195        | \$0.138796        |
| Debt Service Fund                          | <u>\$0.055200</u> | <u>\$0.053450</u> |
| Total Property Tax Rate                    | <u>\$0.208395</u> | <u>\$0.192246</u> |
| Effective Tax Rate                         | \$0.208395        | \$0.192246        |
| Effective Maintenance & Operating Tax Rate | \$0.157270        | \$0.141332        |
| Rollback Tax Rate                          | \$0.225051        | \$0.206088        |

The debt obligation for Collin County secured by property taxes:

\$448,071,721.

# COUNTY OF COLLIN



## ADOPTED ANNUAL BUDGET

FISCAL YEAR 2018

OCTOBER 1, 2017 – SEPTEMBER 30, 2018

### COMMISSIONERS COURT

KEITH SELF  
COUNTY JUDGE

SUSAN FLETCHER  
COMMISSIONER, PCT. 1

CHRIS HILL  
COMMISSIONER, PCT. 3

CHERYL WILLIAMS  
COMMISSIONER, PCT. 2

DUNCAN WEBB  
COMMISSIONER, PCT. 4

BILL BILYEU, COUNTY ADMINISTRATOR

### PREPARED BY THE BUDGET & FINANCE OFFICE

MÓNICA ARRIS, DIRECTOR

TERESA MOORE, ASSISTANT DIRECTOR

JESSICA SHAW, SENIOR FINANCIAL ANALYST

JAVIER ARREOLA, FINANCIAL ANALYST

ELENA YASH, FINANCIAL ANALYST

MARIE CHACON, BUDGET TECHNICIAN



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**Collin County  
Texas**

For the Fiscal Year Beginning

**October 1, 2016**



Executive Director

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# COLLIN COUNTY

Budget & Finance Office  
2300 Bloomdale Rd.  
Suite 4100  
McKinney, Texas 75071  
[www.collincountytexas.gov](http://www.collincountytexas.gov)

Honorable Judge and Commissioners:

I am pleased to present the FY 2018 Adopted Budget for Collin County. This budget is submitted in accordance with all statutory requirements as well as a desire to produce a “no tax rate increase” budget. In addition, the FY 2018 Adopted Budget follows the 5-Year Plan and County priorities. Collin County is able to focus on priority services, while still reducing the tax rate. With this in mind, the FY 2018 Adopted Budget reduces the tax rate to the Effective Tax Rate, providing no tax rate increase for the 25th consecutive year, and maintaining the homestead exemption for the 10th year.

Headlines about the booming housing market and lower employment rates were common in the Dallas Metroplex this year. Traditionally, the Texas economy has been stronger than the national economy, and the Dallas Metroplex is stronger than the state. This held true for 2017. Growth is occurring throughout the Dallas-Tarrant-Collin County regions. Collin County is still experiencing vibrant economic activity throughout the County. The certified roll was up 13.7% or \$14.9 billion of which 4.6% or \$4.9 billion was for new construction while the remainder was increases in existing properties. This is higher than anticipated. The prior year Collin County experienced a 12.6% or \$12.1 billion increase with 3.5% or \$3.4 billion for new construction. While this year’s growth is good news, conservative assumptions continue for future planning purposes.

The Total Adopted Combined Budget (excluding bond funds) is \$380.9 million. This total includes the Operating Funds (General, Road & Bridge, and Permanent Improvement Funds \$264.2 million), Debt Service Funds (\$65.3 million) as well as all other funds (Grant, Insurance, etc. \$51.4 million). The General Fund budget accounts for the largest portion of the Adopted Budget with \$237.1 million. The Road and Bridge and Permanent Improvement Funds total \$27.1 million, which makes up the remainder of the operating funds.

## **Budget highlights include:**

- Reducing the tax rate by \$0.016149 to \$0.192246 per \$100 of valuation, marking the 25<sup>th</sup> consecutive year without a tax rate increase. The total tax rate was reduced to the Effective Tax Rate. The Effective tax rate is a calculated rate that would provide Collin County with about the same amount of revenue it received in the year before on properties taxed in both years.
- Maintaining a homestead exemption of 5% with a \$5,000 minimum for the 10<sup>th</sup> year.
- Personnel salary increases of 3% to be distributed through Pay-for-Performance. Per consultant review and analysis, the County implemented adjustments for market movement and wage compression.
- A total of 26 new positions and an additional 4 in contingency. These positions will provide support to County Court at Law Clerk, County Clerk-Probate Mental, District Clerk, Justice of the Peace Shared, District Attorney, Building Superintendent (Facilities), Sheriff, Juvenile Detention, and Animal Shelter.
- One-time capital outlay of \$38 million for Public Transportation.
- One-time capital outlay of \$2.5 million to TCDRS for a 40% of CPI retiree COLA increase.

## **Awards and Acknowledgements**

The Government Finance Officers Association of the United States and Canada (GFOA) presented the Distinguished Budget Presentation Award to Collin County, Texas for its annual budget for the fiscal year beginning October 1, 2016. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operational guide, as a financial plan, and as a communications device.

This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

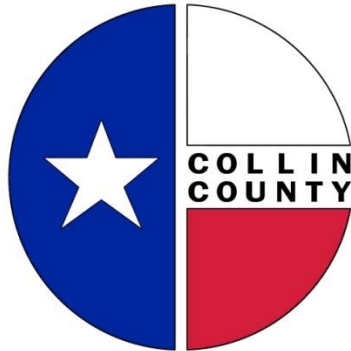
The Adopted FY 2018 Budget addresses the many needs of the County while reducing the tax rate and balancing the budget. I look forward to working with you to ensure the budget represents the service level you and the citizens of Collin County expect.

Respectfully Submitted,

A handwritten signature in blue ink, reading "Mónica Arris". The signature is fluid and cursive, with the first name "Mónica" being more prominent than the last name "Arris".

Mónica Arris  
Budget and Finance Director

# COUNTY OF COLLIN



## MISSION & VISION STATEMENT

### Mission

The mission of Collin County is to deliver services including justice, public safety, infrastructure, and public health as mandated by the State of Texas and to execute other priorities as determined by the Commissioners Court.

### Vision

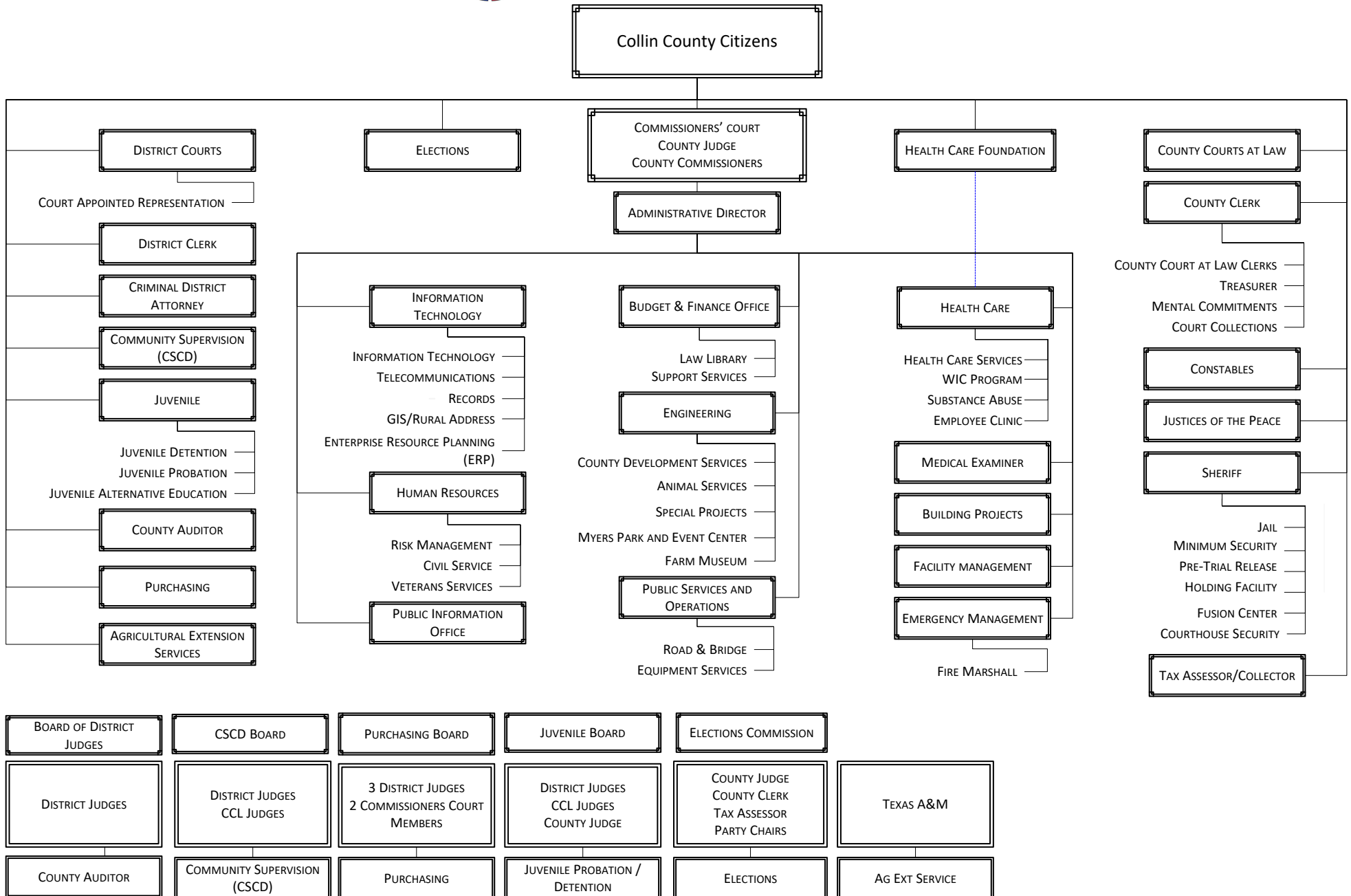
Collin County carries out our mission by delivering timely, high quality state mandated services in the most cost effective and innovative manner possible. We strive for excellence from our employees and outstanding value for our citizens. We encourage citizen involvement and will maintain the family oriented quality of life we enjoy while preserving our rich heritage.

By maintaining low taxes and a strong tax base, Collin County is committed to high quality growth to attract successful businesses that provide excellent career opportunities for our citizens.

Collin County strives for financial stability, transparency, efficiency and effectiveness. We initiate discretionary projects after determining their value to our citizens.



# Collin County Organizational Chart



# COUNTY OF COLLIN

## Elected Officials

### *Commissioners Court*

Keith Self, County Judge  
Susan Fletcher, Commissioner Pct. 1  
Cheryl Williams, Commissioner Pct. 2  
Chris Hill, Commissioner, Pct. 3  
Duncan Webb, Commissioner, Pct. 4

### *Constables*

Shane Williams, Pct. 1  
Gary Edwards, Pct. 2  
Sammy Knapp, Pct. 3  
Joe Wright, Pct. 4

### *County Clerk*

Stacey Kemp

### *County Court-at-Law Judges*

Corinne Mason, CCL 1  
Barnett Walker, CCL 2  
Lance S. Baxter, CCL 3  
David Rippel, CCL 4  
Danny Wilson, CCL 5  
Jay Bender, CCL 6  
David Waddill, CCL 7  
Weldon Copeland, CC Probate

### *District Attorney*

Greg Willis

### *District Clerk*

Lynne Finley

### *District Judges*

Angela Tucker, 199<sup>th</sup> District Court  
Scott J. Becker, 219<sup>th</sup> District Court  
John Roach, Jr., 296<sup>th</sup> District Court  
Ray Wheless, 366<sup>th</sup> District Court  
Benjamin N. Smith, 380<sup>th</sup> District Court  
Mark Rusch, 401<sup>st</sup> District Court  
Andrea Thompson, 416<sup>th</sup> District Court  
Cynthia Wheless, 417<sup>th</sup> District Court  
Jill Willis, 429<sup>th</sup> District Court  
Piper McCraw, 469<sup>th</sup> District Court  
Emily Miskel, 470<sup>th</sup> District Court

### *Justice of the Peace*

Paul Raleeh, Pct. 1  
Jerry Shaffer, Pct. 2  
Chuck Ruckel, Pct. 3-1  
John Payton, Pct. 3-2  
Warren M. Yarbrough, Pct. 4

### *Sheriff*

Jim Skinner

### *Tax Assessor / Collector*

Kenneth Maun

## Appointed Officials / Department Heads

Caren Skipworth, Chief Information Officer  
Jeff May, County Auditor  
Bill Bilyeu, Director of Administrative Services  
Mónika Arris, Director of Budget & Finance  
Bill Burke, Director of Building Projects  
Yoon Kim, Director of CSCD  
Clarence Daugherty, Director of Engineering  
Dan James, Director of Facilities  
Kelley Stone, Fusion Center Director  
Cynthia Jacobson, Director of Human Resources  
Hiram Hadnot, Director of Juvenile Services  
Jon Kleinheksel, Director of Public Services & Operations  
Bruce Sherbet, Elections Administrator  
Candy Blair, Health Care Administrator  
James McCrone, Emergency Manager  
Dr. William B. Rohr, Medical Examiner  
Michalyn Rains, Purchasing Agent



## **EXECUTIVE SUMMARY**

## **Executive Summary**

### **FY 2018 Adopted Budget**

#### **Overview**

The Adopted Budget for FY 2018 continues to hold to the established principles in Collin County of conservative fiscal planning with county priorities of transportation, technology, and transparency. Commissioners Court adopted a balanced budget while reducing the tax rate to the Effective Tax Rate of \$0.192246 per \$100 valuation for the citizens of Collin County.

The challenges faced by Collin County include the population increase as Collin County continues to be one of the fastest growing counties in the state of Texas with an estimated population increase of 20.09% since the 2010 Census. With an estimated 73 people moving into Collin County each day, the County is projected to reach 1 million in the coming year. Other challenges include the continued funding of programs mandated by the State of Texas and the strains on transportation as Collin County continues its rapid growth. The Adopted Budget represents strategies that bring recurring expenditures in line with revenues while continuing to provide a high level of services to constituents.

The Adopted Budget also provides for targeted initiatives in Commissioners Court priority areas. These initiatives are included in the Adopted Budget without the need for an increase in the overall property tax rate for the twenty-fifth consecutive year.

#### **Priority 1 –Transportation**

Collin County is committed to plan and implement a superior inter-modal transportation infrastructure by judicious application of human resources and public funds through a coordinated local and regional perspective. A superior transportation infrastructure will provide citizens of Collin County with a better quality of life by alleviating traffic congestion, moving people and goods efficiently, and contributing to a stable and competitive economy. A one-time capital outlay of \$38 million is included in the FY 2018 Adopted Budget specifically for public transportation.

Collin County maintains 769.64 miles of county roads. In 2005, the County began a program to convert all the rock/dirt roads to asphalt to reduce dust and increase the useful life of the road. In addition to paving, these roads are often widened to enhance safety. Many government and university studies have established the inherent benefits of paved roads versus unpaved roads. Asphalt is more environmentally friendly. The amount of dust and road material dissipated into the air drastically declines when changing from a rock road to asphalt. Safety is improved for all citizens. Paved roads offer shorter braking distances and greater control in both wet and dry conditions. Less money is spent on road maintenance when the roads are paved utilizing asphalt.

2015 was a historic year in north Texas in terms of weather. After years of drought and water usage restrictions, the region received an unprecedented amount of rainfall. Weather outlets

measured a total of 71" in 2015 compared to an annual average rainfall of 38.25" in Collin County. However, the bountiful rainfall also overwhelmed our infrastructure which had a devastating effect. The resulting runoff, drainage and flooding throughout the county caused significant damage to our road network. As such, it became necessary to suspend our County Road repaving program in favor of concentrating our resources on repairing the numerous roads effective by the severe weather. This caused a delay of 12 to 18 months to the county paving program. The County's Public Works staff has worked diligently over the past two years to get back on track. There are approximately 50 miles remaining to be resurfaced.

Collin County continues to partner with regional agencies to develop a sound transportation system while keeping the burden to the taxpayer at a minimum.

### Priority 2 – Technology

In the private sector, advances in technology provide perpetual opportunities for change and growth, but sometimes at a high cost and with mixed results. Public sector organizations generally rely on technology to provide value as an enabling foundational business component to the citizens they serve and the employees they support. Managing technology within Collin County necessitates balancing traditional daily operations, citizen expectations, efficiency measures, and security against budget considerations. As the business and technology leaders come together to ensure technology initiatives align with the overall organizations and priorities, the transformation from traditional to innovative in Collin County continues to move forward. Over the past few years the County has received awards for things such as mobile voter line wait, outstanding records management practices, judicial on-line search, and paperless initiative.

Collin County relies on voice and data networks to access information, communicate, and deliver services to other government agencies, business partners, and citizens. Requirements to remain CJIS (Criminal Justice Information System) compliant require end-of-life equipment to be replaced and existing equipment to be at the latest release of patch management for the county to continue to pass audits. The FY 2018 Adopted Budget includes \$1.3 million to meet this requirement.

The County is facing the next step in modernizing legacy hardware/software and replacing aging systems to move toward a more collaborative, agile, and interoperable county government. The County is currently in the process of implementing an Enterprise Resource Planning Tool (ERP). This software will include modules for purchasing, treasury, accounting, and budget. Post go-live expenses of \$260,000 are included in the FY 2018 Adopted Budget. The County also has a 5 year replacement program of desktop equipment. The budget includes \$0.5 million for hardware refresh.

Funding is included to capture and acquire elevation and contour data of the County. LiDAR (Light Detection and Ranging) is a remote sensing method that uses light in the form of a pulsed laser to measure elevations and distances. This data will be used to update our interactive map utilized by our citizens on a daily basis. It will also be used for spatial analysis and flood plan inspection for new development and permitting.

### Priority 3 – Transparency

Collin County was one of the first counties in the nation to put the county's checkbook on-line. Since then the County has focused on providing the citizens more information at their fingertips and continuing to improve upon those items.

The Judicial Online Search feature can be used to search and view information for all case types, active warrants, and current inmates simultaneously. Current inmates can be searched by name or by attorney and is updated daily with the people currently in custody in the Collin County Jail. Constable Civil Papers can be searched and adult probationers can pay their court-ordered financial obligations online. Collin County is live and accepting case filing through eFileTexas.gov.

Voter registration cards are on-line as well as the ability to check the wait time at each voting location. The Juror system allows the citizen to complete their questionnaire and check the status of their jury duty. The County's GIS department maintains a GIS Interactive Mapping System that provides road maps, school locations, parcel information, aerial photography, and links to Microsoft Virtual Earth with a bird's eye view and google street view. To help the citizen stay informed, the Commissioners Court Meetings are online. Recent changes have made records back to the 1980s available on-line for the public to view.

Data is one of the County's most valuable assets. The County is working on implementing strategies to obtain greater benefit from data to provide cost savings and improve service delivery. The County is currently implementing an elastic search ability to provide a highly scalable open-source full-text search and analytic engine. This will provide improvements to open records requests, Constable/Sheriff sale notices, and integrated search of our external website as well many other areas.

The FY 2018 Adopted Budget includes funding to upgrade the County's internet circuit to eliminate the occasional slowness in accessing the Citizens Web Portal. The County has grown in online applications and services for the public including online public notices, foreclosures, improved election wait line time, more robust searches, etc. The County plans to rollout even more capabilities online over the next year to include a mobile Human Resources website, Munis online services, bulk data download, Tyler portal, and criminal e-filing.

Collin County has been a leader in transparency in Texas receiving the Texas Comptroller of Public Accounts' Transparency Award every year since 2010. This program recognizes government entities that open their books not only to traditional finances, but also in the areas of contracts and procurement, economic development, public pensions, and debt obligations. The entity must provide clear and meaningful financial information not only by posting financial documents, but also through summaries, visualizations, downloadable data, and other relevant information.

**Budget Impact**

The budget was built with the Commissioners Court priorities as well as conservative fiscal planning as the primary guidance building the FY 2018 Adopted Budget. The Total Adopted Combined Budget (excluding bond funds) is \$380.9 million. This total includes the Operating Funds (General, Road & Bridge, and Permanent Improvement Funds \$264.2 million), Debt Service Funds (\$65.3 million) as well as all other funds (Grant, Insurance, etc. \$51.4 million). The General Fund budget accounts for the largest portion of the Adopted Budget with \$237.1 million.

Included in the budget are personnel salary increases of 3% to be distributed through Pay-for-Performance as well as funding for the implementation of adjustments for market movement and wage compression. A net total of 26 positions were added as well as 4 positions contingent on inter-local agreements with other agencies. These positions include:

**General Fund**

|                                                         |                               |
|---------------------------------------------------------|-------------------------------|
| -1 Tech II                                              | IT-Records                    |
| 1 ERMS Specialist                                       | IT-Records                    |
| 2 Deputy Clerk II (Quality Control)                     | County Court at Law Clerk     |
| 1 Deputy Clerk II (Mental)                              | County Clerk – Probate/Mental |
| -1 Field Agent                                          | Medical Examiner              |
| 1 Chief Field Agent                                     | Medical Examiner              |
| 1 Deputy District Clerk II – Criminal (Quality Control) | District Clerk                |
| 1 Deputy District Clerk I – Civil/Family                | District Clerk                |
| 2 Legal Clerk I (Magistration)                          | Justice of the Peace – Shared |
| -1 Legal Clerk I                                        | Justice of the Peace, Pct 2   |
| 1 Legal Clerk II                                        | Justice of the Peace, Pct 3-1 |
| -1 Legal Clerk I                                        | Justice of the Peace, Pct 3-2 |
| 1 Chief Felony Prosecutor (Mental Health)               | District Attorney             |
| 1 Building Maintenance Tech I                           | Facilities                    |
| 1 Legal Advisor                                         | Sheriff's Office              |
| 1 Captain                                               | Sheriff's Office              |
| 1 Deputy Sheriff (Training)                             | Sheriff's Office              |
| 9 Deputy Sheriff (Patrol)                               | Sheriff's Office              |
| 3 Dispatcher                                            | Sheriff's Office              |
| 1 Student Resource Officer (Blue Ridge)                 | Sheriff's Office              |
| -1 Juvenile Probation Officer                           | Juvenile Probation            |
| 1 Juvenile Resource/Special Programs Officer            | Juvenile Probation            |
| 1 Juvenile Services Compliance Officer                  | Juvenile Detention            |
| 3 Deputy Sheriff (Patrol)                               | Contingency                   |
| 1 Collections Clerk                                     | Contingency                   |
| <b>29 Net Total</b>                                     |                               |

**Road and Bridge Fund**

|    |                                       |             |
|----|---------------------------------------|-------------|
| -1 | Engineering Technician                | Engineering |
| 1  | Environmental Construction Specialist | Engineering |
| 0  | Net Total                             |             |

**Animal Safety Fund**

|   |                      |                |
|---|----------------------|----------------|
| 1 | Animal Services Lead | Animal Shelter |
| 1 | Net Total            |                |

**30 Net Total Position Add/Changes****Impact to the Tax Payer**

The Commissioners Court adopted the Effective Tax Rate and maintained the homestead exemption of 5% with a \$5,000 minimum. The Effective Tax Rate is a hypothetical property tax rate that would give the county the same amount of total revenue it has in the previous fiscal year on properties that existed in both years. The average home in Collin County has increased from \$317,599 to \$344,382. The County lowered the tax rate from \$0.208395 to \$0.192246, a reduction of \$0.016149, marking the 25th consecutive year with no tax rate increase. With the adoption of the Effective Tax Rate, the average homeowner will be paying \$0.19 more per year in county property taxes.

**Economic Outlook**

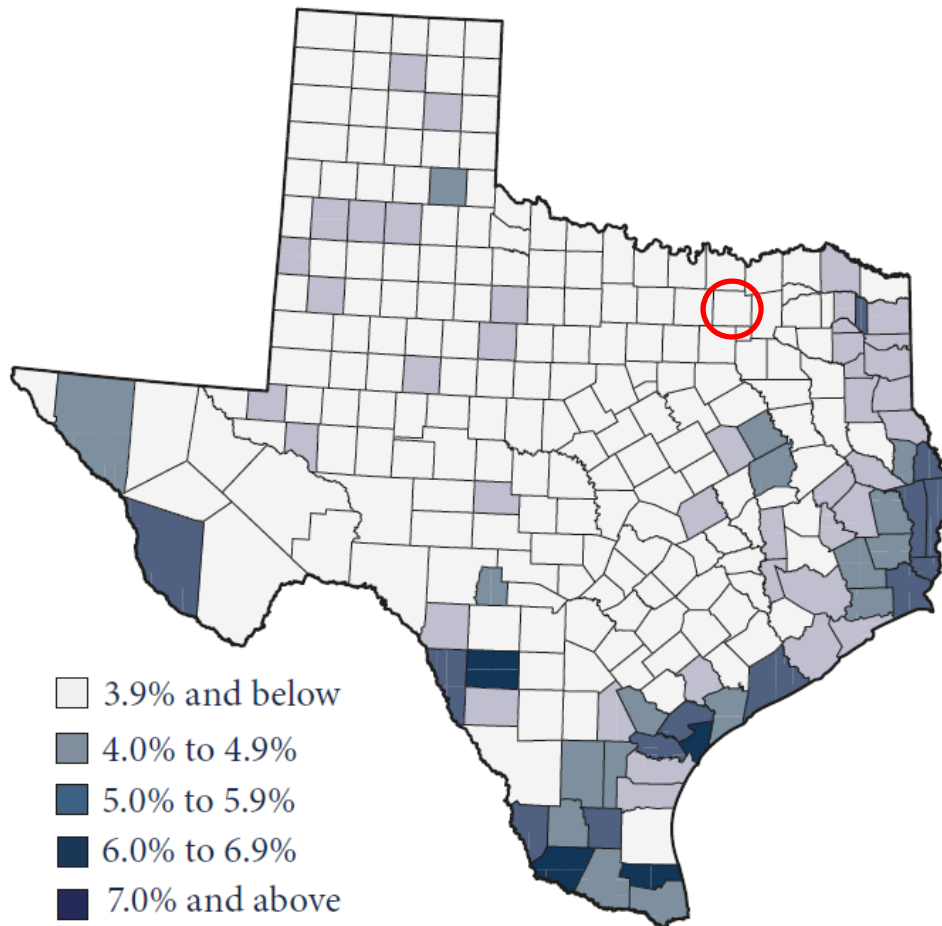
The economic base of Collin County consists of various manufacturing, computer technology, electronics, finance/insurance, construction, and agriculture. Major industries with headquarters or divisions located within the County include telecommunication, computer technology, electronics, retail, the food industry, automobile and insurance institutions. Collin County's economy continues to outperform the state and national economies in spite of the recent struggles with the national economy. New employers continue to seek out the high quality of life in Collin County every day.

**Table 1 - Unemployment Rates**

|                | <b>October<br/>2017</b> | <b>October<br/>2016</b> | <b>October<br/>2015</b> | <b>October<br/>2014</b> | <b>October<br/>2013</b> | <b>October<br/>2012</b> |
|----------------|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|
| Collin County  | 3.0%                    | 3.4%                    | 3.5%                    | 4.1%                    | 5.4%                    | 5.6%                    |
| State of Texas | 3.9%                    | 4.8%                    | 4.4%                    | 4.5%                    | 6.1%                    | 6.2%                    |
| United States  | 4.1%                    | 4.8%                    | 4.8%                    | 5.5%                    | 7.0%                    | 7.5%                    |

Source: Texas Labor Market Review November 2017 – Texas Workforce Commission

Figure 1 – Unemployment Rates by County



Source: Texas Labor Market Review November 2017 – Texas Workforce Commission

Other indicators of future economic performance can be observed by the Gross Domestic Product (GDP) output. The Gross Domestic Product (GDP) is defined by the Department of Commerce as the measurement of all goods and services produced by workers and capital located within the United States, regardless of ownership. Real GDP increased at an annual rate of 3.3% in the third quarter of 2017, according to the “second” estimate released by the Bureau of Economic Analysis reported November 29, 2017. In the second quarter, real GDP increased by 3.1%.

Appraised adjusted taxable values in Collin County have increased 13.7% from 2016 to 2017. Because ad valorem taxes account for over 84% of the General Fund revenue (excluding reserves) for the County, new real estate construction is a vital component of the County’s ability to respond to demands for increasing services. Of the 13.7% increase in appraised value, 4.6% is from new construction. The other 9.1% is from increased appraisals on existing properties. Collin County has a long record of minimizing the burden County government places on its citizens. Despite the financial challenges faced by the County, the Adopted Budget

does not increase the County's tax rate for the twenty-fifth straight year and maintains the County's homestead exemption for the tenth year.

### **Multi-Year Forecast**

The County uses a Five-Year planning analysis to inform the Commissioners Court and the community of the medium and long-term effects of budgetary decisions as well as economic pressures. The funds included in the Five-Year Plan are the funds receiving tax dollars. This includes the General Fund, Road & Bridge Fund, Permanent Improvement Fund, and the Healthcare Foundation Fund. Other funds receive special revenues with restrictions on spending. Projects in those funds are limited to the revenues they receive.

The Five-Year Plan funding analysis includes the following assumptions:

- Conservative growth rate of 10% in FY 2019, 8% in FY 2020, 6% in FY 2021, and 4% thereafter for the Adjusted Taxable Value of property taxes
- An average of 1% growth on other areas of revenue sources
- Replacement of the County's Election System in FY 2019
- Replacement of the County Clerk's Granicus System in FY 2019
- Opening of a pod at the Jail in FY 2019
- Expansion of the Medical Examiner's Office in FY 2020
- Opening of a new Court in FY 2022
- Vehicle refresh is budgeted annually in the General Fund and the Road & Bridge Fund. Plan includes continued funding of annual budget for scheduled replacement vehicles
- Additional funding needed to maintain a 120-180 day fund balance in Healthcare Foundation Fund
- Assumption of expenses to cover the rising cost of employee medical insurance
- Assumption of bond election passage authorizing the sale of \$300 million to be sold over 5 years while keeping the County's debt service tax rate below \$0.055
- Maintaining the current tax rate of \$0.192246

**Collin County**  
**General Fund (001) 5-Year Plan**  
**FY 2018-2023**

The general operating fund of the County used to account for all financial resources except those required to be accounted for in another fund.

|                                            | <b>FY 2016</b>        | <b>FY 2017</b>        | <b>FY 2018</b>        | <b>FY 2019</b>        | <b>FY 2020</b>        | <b>FY 2021</b>        | <b>FY 2022</b>        | <b>FY 2023</b>        |
|--------------------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
|                                            | <b>ACTUAL</b>         | <b>ACTUAL</b>         | <b>ADOPTED</b>        | <b>PROJECTED</b>      | <b>PROJECTED</b>      | <b>PROJECTED</b>      | <b>PROJECTED</b>      | <b>PROJECTED</b>      |
| <b>Beginning Fund Balance</b>              | <b>\$ 192,472,297</b> | <b>\$ 218,776,959</b> | <b>\$ 238,446,530</b> | <b>\$ 197,985,530</b> | <b>\$ 186,370,530</b> | <b>\$ 201,829,530</b> | <b>\$ 218,917,530</b> | <b>\$ 234,069,530</b> |
| <b>REVENUE</b>                             |                       |                       |                       |                       |                       |                       |                       |                       |
| Current Taxes                              | \$ 158,557,225        | \$ 161,066,685        | \$ 163,932,000        | \$ 180,630,000        | \$ 195,425,000        | \$ 207,384,000        | \$ 215,315,000        | \$ 217,728,000        |
| Delinquent Taxes and Interest              | 3,256,648             | 3,049,898             | 2,661,000             | 2,924,000             | 3,157,000             | 3,346,000             | 3,470,000             | 3,508,000             |
| Inter/Intra-Governmental Revenue           | 6,602,004             | 6,657,107             | 6,151,000             | 6,274,000             | 6,400,000             | 6,528,000             | 6,658,000             | 6,792,000             |
| Charges for Services                       | 19,004,092            | 19,553,150            | 19,512,000            | 19,610,000            | 19,708,000            | 19,806,000            | 19,905,000            | 20,005,000            |
| Fines                                      | 1,462,392             | 1,421,753             | 1,405,000             | 1,413,000             | 1,420,000             | 1,427,000             | 1,434,000             | 1,441,000             |
| Interest                                   | 2,049,115             | 1,974,904             | 2,084,000             | 2,105,000             | 2,126,000             | 2,147,000             | 2,168,000             | 2,190,000             |
| Misc.                                      | 344,920               | 381,201               | 284,000               | 287,000               | 290,000               | 293,000               | 296,000               | 299,000               |
| License and Permits                        | 623,875               | 612,362               | 565,000               | 571,000               | 577,000               | 583,000               | 588,000               | 594,000               |
| Sale of Assets                             | 287,313               | 332,355               | -                     | -                     | -                     | -                     | -                     | -                     |
| Transfer In from Other Funds               | 95,186                | 4,816                 | -                     | -                     | -                     | -                     | -                     | -                     |
| <b>TOTAL REVENUES</b>                      | <b>\$ 192,282,771</b> | <b>\$ 195,054,230</b> | <b>\$ 196,594,000</b> | <b>\$ 213,814,000</b> | <b>\$ 229,103,000</b> | <b>\$ 241,514,000</b> | <b>\$ 249,834,000</b> | <b>\$ 252,557,000</b> |
| <b>TOTAL RESOURCES</b>                     | <b>\$ 384,755,068</b> | <b>\$ 413,831,190</b> | <b>\$ 435,040,530</b> | <b>\$ 411,799,530</b> | <b>\$ 415,473,530</b> | <b>\$ 443,343,530</b> | <b>\$ 468,751,530</b> | <b>\$ 486,626,530</b> |
| <b>EXPENDITURES</b>                        |                       |                       |                       |                       |                       |                       |                       |                       |
| Personnel                                  | \$ 107,768,816        | \$ 112,723,089        | \$ 124,959,000        | \$ 131,206,000        | \$ 137,767,000        | \$ 144,655,000        | \$ 153,362,000        | \$ 161,580,000        |
| Training                                   | 798,347               | 868,316               | 1,549,000             | 1,580,000             | 1,611,000             | 1,644,000             | 1,677,000             | 1,710,000             |
| M & O                                      | 49,266,012            | 50,145,506            | 61,942,000            | 63,801,000            | 65,715,000            | 67,686,000            | 69,808,000            | 71,917,000            |
| Capital                                    | 7,536,117             | 10,360,749            | 4,435,000             | 4,480,000             | 4,525,000             | 4,570,000             | 4,615,000             | 4,662,000             |
| TCDRS One-time Payment                     | -                     | -                     | 2,472,000             | -                     | -                     | -                     | -                     | -                     |
| Large One-time Expenditures                | -                     | -                     | 38,000,000            | -                     | -                     | -                     | -                     | -                     |
| <b>SUB-TOTAL EXPENDITURES</b>              | <b>\$ 165,369,292</b> | <b>\$ 174,097,660</b> | <b>\$ 233,357,000</b> | <b>\$ 201,067,000</b> | <b>\$ 209,618,000</b> | <b>\$ 218,555,000</b> | <b>\$ 229,462,000</b> | <b>\$ 239,869,000</b> |
| Transfer to Other Funds                    | 608,816               | \$ 787,000            | \$ 398,000            | \$ 402,000            | \$ 406,000            | \$ 411,000            | \$ 415,000            | \$ 419,000            |
| Healthcare                                 | -                     | 500,000               | 3,300,000             | 3,460,000             | 3,620,000             | 3,800,000             | 3,980,000             | 4,160,000             |
| <b>TOTAL EXPENDITURES w/ Transfers</b>     | <b>\$ 165,978,109</b> | <b>\$ 175,384,660</b> | <b>\$ 237,055,000</b> | <b>\$ 204,929,000</b> | <b>\$ 213,644,000</b> | <b>\$ 222,766,000</b> | <b>\$ 233,857,000</b> | <b>\$ 244,448,000</b> |
| Add New Personnel - Recurring              | \$ -                  | \$ -                  | \$ -                  | \$ -                  | \$ -                  | \$ 1,474,000          | \$ 550,000            | \$ 350,000            |
| Add New M&O - Recurring                    | -                     | -                     | -                     | -                     | -                     | 91,000                | 15,000                | 15,000                |
| Add New M&O - One time                     | -                     | -                     | -                     | -                     | -                     | -                     | 10,000                | 10,000                |
| Add New Capital - One time                 | -                     | -                     | -                     | 20,500,000            | -                     | 95,000                | 250,000               | 250,000               |
| Add CCTRA - One time                       | -                     | -                     | -                     | -                     | -                     | -                     | -                     | -                     |
| <b>TOTAL NEW PROGRAMS</b>                  | <b>\$ -</b>           | <b>\$ -</b>           | <b>\$ -</b>           | <b>\$ 20,500,000</b>  | <b>\$ -</b>           | <b>\$ 1,660,000</b>   | <b>\$ 825,000</b>     | <b>\$ 625,000</b>     |
| <b>TOTAL APPROPRIATIONS</b>                | <b>\$ 165,978,109</b> | <b>\$ 175,384,660</b> | <b>\$ 237,055,000</b> | <b>\$ 225,429,000</b> | <b>\$ 213,644,000</b> | <b>\$ 224,426,000</b> | <b>\$ 234,682,000</b> | <b>\$ 245,073,000</b> |
| <b>Fund Balance w/o Reserves</b>           | <b>\$ 218,776,959</b> | <b>\$ 238,446,530</b> | <b>\$ 197,985,530</b> | <b>\$ 186,370,530</b> | <b>\$ 201,829,530</b> | <b>\$ 218,917,530</b> | <b>\$ 234,069,530</b> | <b>\$ 241,553,530</b> |
| C - Courts - Capital Murder                | -                     | -                     | 2,000,000             | 2,000,000             | 2,000,000             | 2,000,000             | 2,000,000             | 2,000,000             |
| C - Special Elections                      | -                     | -                     | 200,000               | 200,000               | 200,000               | 200,000               | 200,000               | 200,000               |
| C - Utilities                              | -                     | -                     | 500,000               | 500,000               | 500,000               | 500,000               | 500,000               | 500,000               |
| C - LAR                                    | -                     | -                     | 6,000,000             | 6,000,000             | 6,000,000             | 6,000,000             | 6,000,000             | 6,000,000             |
| R - Outer Loop Loan                        | 21,768,935            | 21,768,935            | 21,768,935            | 21,768,935            | 21,768,935            | 21,768,935            | 21,768,935            | 21,768,935            |
| R - N Tx Groundwater Conservation District | -                     | -                     | -                     | -                     | -                     | -                     | -                     | -                     |
| <b>TOTAL RESERVES</b>                      | <b>\$ 21,768,935</b>  | <b>\$ 21,768,935</b>  | <b>\$ 30,468,935</b>  | <b>\$ 30,468,935</b>  | <b>\$ 30,468,935</b>  | <b>\$ 30,468,935</b>  | <b>\$ 30,468,935</b>  | <b>\$ 30,468,935</b>  |
| <b>Fund Balance</b>                        | <b>\$ 197,008,024</b> | <b>\$ 216,677,594</b> | <b>\$ 167,516,594</b> | <b>\$ 155,901,594</b> | <b>\$ 171,360,594</b> | <b>\$ 188,448,594</b> | <b>\$ 203,600,594</b> | <b>\$ 211,084,594</b> |

Long-term Collin County General Fund Goals: (1) To maintain or lower the County's total tax rate while (a) maintaining the ability to sell Transportation and Parks & Open Space Bonds in the future, and (b) to absorb the Health Care Trust expenditures; (2) To maintain the County's AAA bond rating; (3) Maintain 180 days or more of fund balance.

Property Taxes: Collin County is still experiencing vibrant economic activity throughout the County. The certified roll was up 13.7% over last year. This is higher than anticipated. The prior year Collin County experienced a 12.6% increase. Collin County has been experiencing higher than 10% growth since 2015. With that said, the Commissioners Court maintains a conservative outlook for the future. The above model uses a growth rate of 10% for 2019, 8% for 2020, 6% for 2021 and 4% thereafter. The General Fund will receive \$0.136477 of the \$0.1992246 tax rate in FY 2018, a drop of \$0.013318 from FY 2017.

**General Fund 5-Year Forecast Model Assumptions Continued**

Future Planned Large Expenditures:

FY 2018 - Replacement of the Elections equipment

FY 2019 - Replacement of the County Clerk Granicus system.

FY 2020 - Opening of the first jail pod of the new cluster

FY 2021 - Opening of a new County Court at Law Court

FY 2022 - Opening of a District Court new court

Other Expenditures of note:

Technology refresh is budgeted annually in the General Fund. This includes servers, computers, printers, scanners, etc.

Vehicle refresh is budgeted annually in the General Fund. This includes Sheriff, Constable, ground maintenance and general county vehicles.

**Collin County**  
**Road & Bridge Fund (010) 5-Year Plan**  
**FY 2018-2023**

The primary fund used to account for activities affecting County-owned roads, including right-of-way acquisitions, construction, operations, and maintenance.

|                                  | <u>FY 2016</u>       | <u>FY 2017</u>       | <u>FY 2018</u>       | <u>FY 2019</u>       | <u>FY 2020</u>       | <u>FY 2021</u>       | <u>FY 2022</u>       | <u>FY 2023</u>       |
|----------------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
|                                  | <u>ACTUAL</u>        | <u>ACTUAL</u>        | <u>ADOPTED</u>       | <u>PROJECTED</u>     | <u>PROJECTED</u>     | <u>PROJECTED</u>     | <u>PROJECTED</u>     | <u>PROJECTED</u>     |
| <b>Beginning Fund Balance</b>    | <b>\$ 28,501,987</b> | <b>\$ 35,854,369</b> | <b>\$ 43,105,861</b> | <b>\$ 40,684,861</b> | <b>\$ 37,736,861</b> | <b>\$ 34,010,861</b> | <b>\$ 29,334,861</b> | <b>\$ 25,142,861</b> |
| <b>REVENUE</b>                   |                      |                      |                      |                      |                      |                      |                      |                      |
| Current Taxes                    | \$ 3,823,114         | \$ 429,600           | \$ -                 | \$ -                 | \$ -                 | \$ -                 | \$ 476,000           | \$ 6,166,000         |
| Delinquent Taxes and Interest    | 76,549               | 8,070                | -                    | -                    | -                    | -                    | 8,000                | 98,000               |
| Inter/Intra-Governmental Revenue | 33,331               | 34,516               | -                    | -                    | -                    | -                    | -                    | -                    |
| Charges for Services             | 19,084,037           | 19,629,760           | 19,696,000           | 19,893,000           | 20,092,000           | 20,293,000           | 20,496,000           | 20,701,000           |
| Fines                            | 1,764,776            | 1,528,745            | 1,817,000            | 1,790,000            | 1,763,000            | 1,737,000            | 1,711,000            | 1,685,000            |
| Interest                         | 127,045              | 365,848              | 300,000              | 306,000              | 313,000              | 319,000              | 325,000              | 332,000              |
| Misc.                            | 27,754               | 115,705              | 76,000               | 78,000               | 80,000               | 83,000               | 85,000               | 88,000               |
| License and Permits              | 6,390                | 4,437                | 5,000                | 6,000                | 6,000                | 6,000                | 6,000                | 6,000                |
| Sale of Assets                   | 106,982              | 306,931              | -                    | -                    | -                    | -                    | -                    | -                    |
| <b>TOTAL REVENUES</b>            | <b>\$ 25,049,978</b> | <b>\$ 22,423,612</b> | <b>\$ 21,894,000</b> | <b>\$ 22,073,000</b> | <b>\$ 22,254,000</b> | <b>\$ 22,438,000</b> | <b>\$ 23,107,000</b> | <b>\$ 29,076,000</b> |
| <b>TOTAL RESOURCES</b>           | <b>\$ 53,551,965</b> | <b>\$ 58,277,981</b> | <b>\$ 64,999,861</b> | <b>\$ 62,757,861</b> | <b>\$ 59,990,861</b> | <b>\$ 56,448,861</b> | <b>\$ 52,441,861</b> | <b>\$ 54,218,861</b> |
| <b>EXPENDITURES</b>              |                      |                      |                      |                      |                      |                      |                      |                      |
| Personnel                        | \$ 6,345,616         | \$ 6,563,654         | \$ 7,381,000         | \$ 7,750,000         | \$ 8,138,000         | \$ 8,545,000         | \$ 8,972,000         | \$ 9,420,000         |
| Training                         | 16,295               | 20,257               | 41,000               | 41,000               | 42,000               | 42,000               | 42,000               | 43,000               |
| M & O                            | \$ 9,674,817         | \$ 5,831,253         | 14,018,000           | 14,298,000           | 14,584,000           | 14,876,000           | 15,173,000           | 15,477,000           |
| Capital                          | 1,660,868            | 2,756,956            | 2,875,000            | 2,932,000            | 2,991,000            | 3,051,000            | 3,112,000            | 3,174,000            |
| <b>SUB-TOTAL EXPENDITURES</b>    | <b>\$ 17,697,596</b> | <b>\$ 15,172,120</b> | <b>\$ 24,315,000</b> | <b>\$ 25,021,000</b> | <b>\$ 25,755,000</b> | <b>\$ 26,514,000</b> | <b>\$ 27,299,000</b> | <b>\$ 28,114,000</b> |
| <b>TOTAL APPROPRIATIONS</b>      | <b>\$ 17,697,596</b> | <b>\$ 15,172,120</b> | <b>\$ 24,315,000</b> | <b>\$ 25,021,000</b> | <b>\$ 25,980,000</b> | <b>\$ 27,114,000</b> | <b>\$ 27,299,000</b> | <b>\$ 28,289,000</b> |
| <b>Fund Balance w/o Reserves</b> | <b>\$ 35,854,369</b> | <b>\$ 43,105,861</b> | <b>\$ 40,684,861</b> | <b>\$ 37,736,861</b> | <b>\$ 34,010,861</b> | <b>\$ 29,334,861</b> | <b>\$ 25,142,861</b> | <b>\$ 25,929,861</b> |
| Committed - Fuel                 | \$ 500,000           | \$ 500,000           | \$ 500,000           | \$ 500,000           | \$ 500,000           | \$ 500,000           | \$ 500,000           | \$ 500,000           |
| Committed - Road Materials       | 500,000              | 500,000              | 500,000              | 500,000              | 500,000              | 500,000              | 500,000              | 500,000              |
| <b>TOTAL RESERVES</b>            | <b>\$ 1,000,000</b>  | <b>\$ 1,000,000</b>  | <b>\$ 1,000,000</b>  | <b>\$ 1,000,000</b>  | <b>\$ 1,000,000</b>  | <b>\$ 1,000,000</b>  | <b>\$ 1,000,000</b>  | <b>\$ 1,000,000</b>  |
| <b>Fund Balance</b>              | <b>\$ 34,854,369</b> | <b>\$ 42,105,861</b> | <b>\$ 39,684,861</b> | <b>\$ 36,736,861</b> | <b>\$ 33,010,861</b> | <b>\$ 28,334,861</b> | <b>\$ 24,142,861</b> | <b>\$ 24,929,861</b> |

**Road & Bridge Fund 5-Year Forecast Model Assumptions**

Long-term Collin County Road & Bridge Fund Goals: (1) To maintain all 769.64 miles of county roads; (2) To maintain all 106 County bridges; (3) To continue to convert all county rock/dirt roads to asphalt while maintaining or lowering the County's total tax rate; (4) Maintain 180 or more days of fund balance.

Property Taxes: Collin County is still experiencing vibrant economic activity throughout the County. The certified roll was up 13.7% over last year. This is higher than anticipated. The prior year Collin County experienced a 12.6% increase. Collin County has been experiencing higher than 10% growth since 2015. With that said, the Commissioners Court maintains a conservative outlook for the future. The above model uses a growth rate of 10% for 2019, 8% for 2020, 6% for 2021 and 4% thereafter. The Road & Bridge Fund will not have property taxes for FY 2018. Property taxes aren't planned to be budgeted into this fund until FY 2022. This is a planned reduction in the Road & Bridge Fund tax rate to bring down the fund balance to 180 days and maintain the 180 day fund balance in the future.

**Other Expenditures of note:**

In 2005, Collin County began a program to convert all rock/dirt roads to asphalt to reduce dust and to increase the useful life of the road. The program is geared to convert the roads at a rate of 50 miles per year. There are approximately 50 miles remaining to be resurfaced.

All county road, drainage, and bridge maintenance is funded annually.

Vehicle refresh is budgeted annually in the Road & Bridge Fund. This includes Public Works and Road & Bridge vehicles.

**Collin County**  
**Permanent Improvement Fund (499) 5-Year Plan**  
**FY 2018-2023**

Fund used to account for property tax revenues and expenditures associated with permanent improvement projects.

|                                   | <b>FY 2016<br/>ACTUAL</b> | <b>FY 2017<br/>ACTUAL</b> | <b>FY 2018<br/>ADOPTED</b> | <b>FY 2019<br/>PROJECTED</b> | <b>FY 2020<br/>PROJECTED</b> | <b>FY 2021<br/>PROJECTED</b> | <b>FY 2022<br/>PROJECTED</b> | <b>FY 2023<br/>PROJECTED</b> |
|-----------------------------------|---------------------------|---------------------------|----------------------------|------------------------------|------------------------------|------------------------------|------------------------------|------------------------------|
| <b>Beginning Fund Balance</b>     | \$ 26,248,826             | \$ 24,322,298             | \$ 25,349,457              | \$ 25,447,457                | \$ 25,448,457                | \$ 23,938,457                | \$ 23,931,457                | \$ 23,924,457                |
| <b>REVENUE</b>                    |                           |                           |                            |                              |                              |                              |                              |                              |
| Current Taxes                     | \$ -                      | \$ 3,222,002              | \$ 2,786,000               | \$ 4,331,000                 | \$ 4,318,000                 | \$ 4,317,000                 | \$ 4,314,000                 | \$ 4,291,000                 |
| Delinquent Taxes and Interest     | -                         | 61,903                    | 44,000                     | 69,000                       | 68,000                       | 68,000                       | 68,000                       | 68,000                       |
| Inter/Intra-Governmental Revenue  | -                         | -                         | -                          | -                            | -                            | -                            | -                            | -                            |
| Charges for Services              | -                         | -                         | -                          | -                            | -                            | -                            | -                            | -                            |
| Fines                             | -                         | -                         | -                          | -                            | -                            | -                            | -                            | -                            |
| Interest                          | 45,542                    | 107,462                   | 98,000                     | 101,000                      | 104,000                      | 108,000                      | 111,000                      | 114,000                      |
| Misc.                             | -                         | -                         | -                          | -                            | -                            | -                            | -                            | -                            |
| License and Permits               | -                         | -                         | -                          | -                            | -                            | -                            | -                            | -                            |
| Sale of Assets                    | -                         | -                         | -                          | -                            | -                            | -                            | -                            | -                            |
| <b>TOTAL REVENUES</b>             | <b>\$ 45,542</b>          | <b>\$ 3,391,367</b>       | <b>\$ 2,928,000</b>        | <b>\$ 4,501,000</b>          | <b>\$ 4,490,000</b>          | <b>\$ 4,493,000</b>          | <b>\$ 4,493,000</b>          | <b>\$ 4,473,000</b>          |
| <b>TOTAL RESOURCES</b>            | <b>\$ 26,294,368</b>      | <b>\$ 27,713,665</b>      | <b>\$ 28,277,457</b>       | <b>\$ 29,948,457</b>         | <b>\$ 29,938,457</b>         | <b>\$ 28,431,457</b>         | <b>\$ 28,424,457</b>         | <b>\$ 28,397,457</b>         |
| <b>EXPENDITURES</b>               |                           |                           |                            |                              |                              |                              |                              |                              |
| Personnel                         | \$ -                      | \$ -                      | \$ -                       | \$ -                         | \$ -                         | \$ -                         | \$ -                         | \$ -                         |
| Training                          | -                         | -                         | -                          | -                            | -                            | -                            | -                            | -                            |
| M & O                             | 545,618                   | 248,084                   | 88,000                     | 50,000                       | 50,000                       | 50,000                       | 50,000                       | 50,000                       |
| Capital                           | 1,426,452                 | 2,116,124                 | 2,742,000                  | 4,450,000                    | 4,450,000                    | 4,450,000                    | 4,450,000                    | 4,450,000                    |
| <b>SUB-TOTAL EXPENDITURES</b>     | <b>\$ 1,972,070</b>       | <b>\$ 2,364,208</b>       | <b>\$ 2,830,000</b>        | <b>\$ 4,500,000</b>          | <b>\$ 4,500,000</b>          | <b>\$ 4,500,000</b>          | <b>\$ 4,500,000</b>          | <b>\$ 4,500,000</b>          |
| <br>Add New Personnel - Recurring | \$ -                      | \$ -                      | \$ -                       | \$ -                         | \$ -                         | \$ -                         | \$ -                         | \$ -                         |
| Add New M&O - Recurring           | -                         | -                         | -                          | -                            | -                            | -                            | -                            | -                            |
| <br>Add New M&O - One time        | -                         | -                         | -                          | -                            | -                            | -                            | -                            | -                            |
| Add New Capital - One time        | -                         | -                         | -                          | -                            | 1,500,000                    | -                            | -                            | -                            |
| <b>TOTAL NEW PROGRAMS</b>         | <b>\$ -</b>               | <b>\$ -</b>               | <b>\$ -</b>                | <b>\$ -</b>                  | <b>\$ 1,500,000</b>          | <b>\$ -</b>                  | <b>\$ -</b>                  | <b>\$ -</b>                  |
| <b>TOTAL APPROPRIATIONS</b>       | <b>\$ 1,972,070</b>       | <b>\$ 2,364,208</b>       | <b>\$ 2,830,000</b>        | <b>\$ 4,500,000</b>          | <b>\$ 6,000,000</b>          | <b>\$ 4,500,000</b>          | <b>\$ 4,500,000</b>          | <b>\$ 4,500,000</b>          |
| <b>Fund Balance w/o Reserves</b>  | <b>\$ 24,322,298</b>      | <b>\$ 25,349,457</b>      | <b>\$ 25,447,457</b>       | <b>\$ 25,448,457</b>         | <b>\$ 23,938,457</b>         | <b>\$ 23,931,457</b>         | <b>\$ 23,924,457</b>         | <b>\$ 23,897,457</b>         |
| Reserved - Animal Shelter         | \$ -                      | \$ -                      | \$ -                       | \$ -                         | \$ -                         | \$ -                         | \$ -                         | \$ -                         |
| Reserved - Outer Loop             | 15,463,570                | 15,463,570                | 15,463,570                 | 15,463,570                   | 15,463,570                   | 15,463,570                   | 15,463,570                   | 15,463,570                   |
| <b>TOTAL RESERVES</b>             | <b>\$ 15,463,570</b>      | <b>\$ 15,463,570</b>      | <b>\$ 15,463,570</b>       | <b>\$ 15,463,570</b>         | <b>\$ 15,463,570</b>         | <b>\$ 15,463,570</b>         | <b>\$ 15,463,570</b>         | <b>\$ 15,463,570</b>         |
| <b>Fund Balance</b>               | <b>\$ 8,858,728</b>       | <b>\$ 9,885,887</b>       | <b>\$ 9,983,887</b>        | <b>\$ 9,984,887</b>          | <b>\$ 8,474,887</b>          | <b>\$ 8,467,887</b>          | <b>\$ 8,460,887</b>          | <b>\$ 8,433,887</b>          |

**Permanent Improvement Fund 5-Year Forecast Model Assumptions**

Long-term Collin County Permanent Improvement Fund: To continue to repair, equip, and/or improve County buildings while maintaining or lowering the County's total tax rate.

Property Taxes: Collin County is still experiencing vibrant economic activity throughout the County. The certified roll was up 13.7% over last year. This is higher than anticipated. The prior year Collin County experienced a 12.6% increase. Collin County has been experiencing higher than 10% growth since 2015. With that said, the Commissioners Court maintains a conservative outlook for the future. The above model uses a growth rate of 10% for 2019, 8% for 2020, 6% for 2021 and 4% thereafter. The Permanent Improvement Fund has not received property taxes since FY 2009 due to proceeds from the sale of County buildings being deposited into this fund. The Permanent Improvement Fund will receive \$0.002319 of the \$0.1992246 tax rate in FY 2018, a drop of \$0.000681 from FY 2017 with the intention of maintaining a \$4.5 million dollar fund balance annually.

Future Planned Large Expenditures:

FY 2019 - Potential expansion of the Medical Examiner's Office

Other Expenditures of note:

Annual expenditures of approximately \$3 million to repair, equip, and/or improve County buildings.

**Collin County**  
**Healthcare Foundation Fund (040) 5-Year Plan**  
**FY 2018-2023**

Fund designated to account for the Healthcare Foundation which assumes the County's obligation to provide indigent healthcare for county residents.

|                                        | <b>FY 2016<br/>ACTUAL</b> | <b>FY 2017<br/>ACTUAL</b> | <b>FY 2018<br/>ADOPTED</b> | <b>FY 2019<br/>PROJECTED</b> | <b>FY 2020<br/>PROJECTED</b> | <b>FY 2021<br/>PROJECTED</b> | <b>FY 2022<br/>PROJECTED</b> | <b>FY 2023<br/>PROJECTED</b> |
|----------------------------------------|---------------------------|---------------------------|----------------------------|------------------------------|------------------------------|------------------------------|------------------------------|------------------------------|
| <b>Beginning Fund Balance</b>          | \$ 6,539,751              | \$ 4,619,375              | \$ 3,744,238               | \$ 3,816,238                 | \$ 3,893,238                 | \$ 3,972,238                 | \$ 4,062,238                 | \$ 4,157,238                 |
| <b>REVENUE</b>                         |                           |                           |                            |                              |                              |                              |                              |                              |
| Current Taxes                          | \$ -                      | \$ -                      | \$ -                       | \$ -                         | \$ -                         | \$ -                         | \$ -                         | \$ -                         |
| Inter/Intra-Governmental Revenue       | 252,564                   | 355,908                   | 40,000                     | 41,000                       | 42,000                       | 43,000                       | 44,000                       | 45,000                       |
| Charges for Services                   | 136,138                   | 144,344                   | 106,000                    | 108,000                      | 111,000                      | 113,000                      | 115,000                      | 117,000                      |
| Interest                               | 48,497                    | 38,984                    | 20,000                     | 21,000                       | 21,000                       | 21,000                       | 21,000                       | 22,000                       |
| Rental Revenue                         | 1,089,310                 | 1,098,582                 | 1,094,000                  | 1,099,000                    | 1,105,000                    | 1,110,000                    | 1,116,000                    | 1,122,000                    |
| Misc.                                  | 21,083                    | 21,591                    | 19,000                     | 19,000                       | 19,000                       | 19,000                       | 19,000                       | 19,000                       |
| Transfer In from General Fund          | -                         | 500,000                   | 3,300,000                  | 3,460,000                    | 3,620,000                    | 3,800,000                    | 3,980,000                    | 4,160,000                    |
| <b>TOTAL REVENUES</b>                  | <b>\$ 1,547,591</b>       | <b>\$ 2,159,408</b>       | <b>\$ 4,579,000</b>        | <b>\$ 4,748,000</b>          | <b>\$ 4,918,000</b>          | <b>\$ 5,106,000</b>          | <b>\$ 5,295,000</b>          | <b>\$ 5,485,000</b>          |
| <b>TOTAL RESOURCES</b>                 | <b>\$ 8,087,342</b>       | <b>\$ 6,778,783</b>       | <b>\$ 8,323,238</b>        | <b>\$ 8,564,238</b>          | <b>\$ 8,811,238</b>          | <b>\$ 9,078,238</b>          | <b>\$ 9,357,238</b>          | <b>\$ 9,642,238</b>          |
| <b>EXPENDITURES</b>                    |                           |                           |                            |                              |                              |                              |                              |                              |
| Personnel                              | \$ 1,770,713              | \$ 2,022,224              | \$ 2,432,000               | \$ 2,554,000                 | \$ 2,681,000                 | \$ 2,815,000                 | \$ 2,956,000                 | \$ 3,104,000                 |
| Training                               | 27,310                    | 32,543                    | 46,000                     | 47,000                       | 47,000                       | 48,000                       | 48,000                       | 49,000                       |
| M & O                                  | 1,626,446                 | 961,629                   | 2,029,000                  | 2,070,000                    | 2,111,000                    | 2,153,000                    | 2,196,000                    | 2,240,000                    |
| Capital                                | 43,498                    | 18,149                    | -                          | -                            | -                            | -                            | -                            | -                            |
| <b>SUB-TOTAL EXPENDITURES</b>          | <b>\$ 3,467,967</b>       | <b>\$ 3,034,545</b>       | <b>\$ 4,507,000</b>        | <b>\$ 4,671,000</b>          | <b>\$ 4,839,000</b>          | <b>\$ 5,016,000</b>          | <b>\$ 5,200,000</b>          | <b>\$ 5,393,000</b>          |
| Transfer to Other Funds                | \$ -                      | \$ -                      | \$ -                       | \$ -                         | \$ -                         | \$ -                         | \$ -                         | \$ -                         |
| <b>TOTAL EXPENDITURES w/ Transfers</b> | <b>\$ 3,467,967</b>       | <b>\$ 3,034,545</b>       | <b>\$ 4,507,000</b>        | <b>\$ 4,671,000</b>          | <b>\$ 4,839,000</b>          | <b>\$ 5,016,000</b>          | <b>\$ 5,200,000</b>          | <b>\$ 5,393,000</b>          |
| <b>TOTAL APPROPRIATIONS</b>            | <b>\$ 3,467,967</b>       | <b>\$ 3,034,545</b>       | <b>\$ 4,507,000</b>        | <b>\$ 4,671,000</b>          | <b>\$ 4,839,000</b>          | <b>\$ 5,016,000</b>          | <b>\$ 5,200,000</b>          | <b>\$ 5,393,000</b>          |
| <b>Fund Balance w/o Reserves</b>       | <b>\$ 4,619,375</b>       | <b>\$ 3,744,238</b>       | <b>\$ 3,816,238</b>        | <b>\$ 3,893,238</b>          | <b>\$ 3,972,238</b>          | <b>\$ 4,062,238</b>          | <b>\$ 4,157,238</b>          | <b>\$ 4,249,238</b>          |
|                                        | \$ -                      | \$ -                      | \$ -                       | \$ -                         | \$ -                         | \$ -                         | \$ -                         | \$ -                         |
|                                        | -                         | -                         | -                          | -                            | -                            | -                            | -                            | -                            |
| <b>TOTAL RESERVES</b>                  | <b>\$ -</b>               | <b>\$ -</b>               | <b>\$ -</b>                | <b>\$ -</b>                  | <b>\$ -</b>                  | <b>\$ -</b>                  | <b>\$ -</b>                  | <b>\$ -</b>                  |
| <b>Fund Balance</b>                    | <b>\$ 4,619,375</b>       | <b>\$ 3,744,238</b>       | <b>\$ 3,816,238</b>        | <b>\$ 3,893,238</b>          | <b>\$ 3,972,238</b>          | <b>\$ 4,062,238</b>          | <b>\$ 4,157,238</b>          | <b>\$ 4,249,238</b>          |

**Healthcare Foundation Fund 5-Year Forecast Model Assumptions**

Long-term Collin County Healthcare Foundation Goals: To continue to provide indigent healthcare for Collin County residents without increasing the County's total tax rate.

History of Healthcare Foundation: The Healthcare Foundation was created after the sale of the county hospital in 1983. The proceeds of the sale were used to purchase real estate office buildings in order to create investment earnings that, together with the charges for services and federal and state funding, are used to provide health care to indigent county residents. A portion of the funds from the sale have been used to purchase real property for rental to County departments and unrelated third parties.

Future of Healthcare Foundation: Grants and community agencies, that began in 2008 and continue today, have helped the county to provide preventative and minor medical care in cities where the indigent population is located. Increasing population and medical costs for medical care have contributed to the increasing demand as on County resources to provide the same level of services offered in prior years. The Healthcare Task Force continues to work with local providers and the County to ensure appropriate recommendations and decisions concerning the future availability of service and care. Medicaid 1115 plans continue, with Collin County as the anchor for RHP 18.

The Healthcare Foundation has lasted much longer than it was originally anticipated. The fund has continues to consume approximately \$2 million in fund balance a year. The fund expended its remaining fund balance in FY 2017. For FY 2018 forward the fund will need approximately \$3.5million to maintain operations depending on rental revenue income and interest earnings. The annual transfer from the General Fund for indigent healthcare will maintain a 120 day fund balance as directed by policy. The County plans to absorb this expenditure without increasing the overall tax rate.

## **Budget Process**

The budget is a financial plan for a fiscal year of operations that matches all planned revenues and expenditures with the services provided to the citizens of Collin County. The FY 2018 Adopted Budget covers a twelve-month period beginning October 1, 2017 through September 30, 2018.

The purpose of the budget preparation process is to develop a work program and financial plan for Collin County. The goal is to produce a budget document that clearly states what services and functions will be provided with given financial, personnel and other resources. The budget document must be clearly understandable by the taxpayers and citizens at large. It is a policy document that defines issues in such a manner that the Commissioners Court can make sound decisions regarding County programs and finances. The Commissioners Court must be given enough information to make funding choices between alternative programs and priorities. The budget document provides offices and departments with a work program to carry out their missions. It also provides the Budget Officer and the County Auditor with a financial plan with which to assure that the County operates within its financial means. Finally, the budget serves as an important reference document that provides extensive information on the nature and scope of County operations and services.

The process for developing the FY 2018 Adopted Budget involved the following overall steps:

- Setting of budget priorities for the County in cooperation with Commissioners Court
- Budget Preparation workshops with County departments
- Preparation of Recommended Budget
- Commissioners Court Workshops and Public Hearings
- Preparation of the Proposed Budget
- Budget Adoption

The Annual Budget process begins with a workshop to establish the general direction of the FY 2018 Budget and to allow for the setting of budget priorities for the County. This workshop is held in the context of a regular Commissioners Court meeting which is open to the public and where the opportunity for public comment does exist.

Department Directors and Elected Officials then begin analyzing their current budgets and preparing requests for the upcoming fiscal year. Departments are given their baseline budgets based on current service requirements and allowed to submit expenditures proposed within baseline amounts. The baseline budgets submitted represent the departments' best judgment on how resources should be allocated based on their experience on the most effective method for delivering services.

Department improvement requests refer to requests to change the level of service or method of operation. Generally, department improvement requests are for new positions, technology, other equipment and associated supplies, and contractual services necessary to support a new

or expanded program. Information submitted in support of the department improvement describes how the proposal will improve services. Vehicles and heavy equipment are replaced based on the five-year fleet replacement schedule projections funded annually by the General Fund and the Road and Bridge Fund. Technology equipment is also replaced based on a five-year replacement schedule funded annually by the General Fund.

Major facility repairs and improvements are requested through the Permanent Improvement Request Process. A “Permanent Improvement” is defined as physical improvements to a facility, property and/or office. It is normally renovation and modifications to existing offices, buildings or grounds, etc. that are not considered normal repairs or maintenance. A walk-thru of each County facility is done every year. Maintenance and improvements to existing County facilities are funding through the Permanent Improvement Fund. This fund receives a small portion of the tax revenue and a fund balance is maintained high enough to fund future facility maintenance and improvements over the next five years.

Once the department improvement requests have been received, the Budget Office begins its review. The Budget Office utilizes revenue estimates provided by the County Auditor’s Office as well as tax roll information from the Collin County Central Appraisal District to formulate budget-balancing strategies. The Information Technology (IT) Department also reviews all budgetary requests for hardware and software, communication equipment and programming, and subsequently recommends the appropriate technology required to meet the needs identified by the office or department. Department directors are then provided with the opportunity to meet with Budget office staff and the County Budget Director during the weeks following submission of FY 2018 budget requests to further discuss and detail any requests for department improvements they have made.

Department Improvement requests are submitted to the Budget Office in priority order. Items required by statute are top priority followed by, annual maintenance of existing items, safety measures, requests to improve efficiency and processes, and lastly those items that would be nice to have. All requests are researched thoroughly for cost impact for this year and future years as well as other items each request could impact.

As an ongoing effort to improve the efficiency and effectiveness of Collin County, the Budget Office, as directed by Commissioners Court, has been continually working towards Performance Based Management since 2003. During the FY 2018 budget process, offices and departments were asked to submit performance measures as a way to demonstrate how performance will be improved in the upcoming fiscal year. Budget Office staff also worked with County offices and departments to develop systems to better track and manage data related to their performance measures. The Adopted Budget document reflects updated goals and objectives and performance measures for each department based on information provided by the Department Head or Elected Official.

The Recommended Budget document is completed in late July and submitted to the Commissioners Court as well as all Department Heads and Elected Officials. After receipt of the

Recommended Budget, the Commissioners Court holds a workshop to review the details of the department improvements requested, both those that were recommended by the County Budget Director for FY 2018 as well as those that were not recommended. Changes approved during the budget workshop are then reflected in the proposed budget document. Once the document is complete, the County Budget Director must file a copy of the proposed budget with the County Clerk and the Auditor (LGC 111.066). Upon receipt of the proposed budget, the Commissioners Court is required to set a date and place for a public hearing “*within 10 calendar days after the date the proposed budget is filed but before the last day of the first month of the fiscal year (LGC Sec. 111.067b).*” At a public hearing, the Commissioners Court gives all interested taxpayers of the County an opportunity to be heard for, or against, any expenditure or revenue estimate. Once the Commissioners Court completes its deliberations on the proposed budget, the Court votes to adopt a budget and a tax rate. The Court may make any changes to the proposed budget it deems necessary as long as the total expenditures do not exceed the total revenues estimated by the County Auditor.

### **Implementation of the Budget**

Upon adoption of the budget by Commissioners Court, a copy of the budget is filed with the County Auditor and the County Clerk. The County Auditor will use the Adopted Budget to set up the appropriate budgetary accounts for each office and department. The County Auditor is responsible for the financial accounts of the County. The Budget Office is responsible for monitoring expenditures in accordance with the budget and for initiating appropriate budget transfers. Offices and departments are responsible for keeping expenditures within the budgeted amount and for tracking performance indicator data.

Amendments to the budget can be made after adoption. According to Section 111.070 of the Texas Local Government Code:

*(b) The Commissioners Court may authorize an emergency expenditure as an amendment to the original budget only in a case of grave public necessity to meet an unusual and unforeseen condition that could not have been included in the original budget through the use of reasonably diligent thought and attention. If the court amends the original budget to meet an emergency, the court shall file a copy of its order amending the budget with the county clerk and the clerk shall attach the copy to the original budget.*

According to local government code, the Commissioners Court is authorized to make inter-department and inter-fund transfers during the fiscal year, if necessary. Section 111.070c says,

*“the Commissioners Court by order may: (1) amend the budget to transfer an amount budgeted for one item to another budgeted item without authorizing an emergency expenditure; or (2) designate the county budget officer or another officer or employee of the county who may, as appropriate and subject to conditions and directions provided by the court, amend the budget by transferring amounts budgeted for certain items to other budgeted items..”*

The following briefly describes the process of approval for budget transfers: The office or department requests a transfer of funds from one expenditure group to another. The Budget Office evaluates the request to determine its appropriateness and the availability of funds. If approved by the Budget Office, items under \$5,000 are sent to the County Auditor to make the appropriate changes in the financial management system to reflect the approved transfer. The Budget Office forwards items over \$5,000 along with their recommendation to Commissioners Court for consideration. If approved by Commissioners Court, the County Auditor makes the appropriate changes.

In a case where the County receives grant or aid money, the budget may be amended to show receipt of the grant funds. Texas Local Government Code Section 1111.0706 states:

*“The County Auditor shall certify to the Commissioners Court the receipt of all public or private grant or aid money that is available for disbursement in a fiscal year but not included in the budget for that fiscal year. On certification, the Court shall adopt a special budget for the limited purpose of spending the grant or aid money for its intended purpose.”*

The same holds true for any revenues received from intergovernmental contracts. In the event that a contract is formed with the County after the budget has been adopted, the budget may be amended to reflect the special revenues. Section 111.0707 of the Texas Local Government Code states:

*“The County Auditor shall certify to the Commissioners Court the receipt of all revenue from intergovernmental contract that is available for disbursement in a fiscal year but not included in the budget for that fiscal year. On certification, the Court shall adopt a special budget for the limited purpose of spending the revenue from intergovernmental contracts for its intended purpose.”*

## FY 2018 Budget Calendar

| DATE                                          | RESPONSIBLE PARTY                                    | DETAILS                                                                                                                                                                                                                                                                      |
|-----------------------------------------------|------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Thursday - Friday, February 2nd & 3rd         | Budget Department                                    | Kick-Off Budget Meeting & distribution of electronic FY 2018 Budget Preparation Manuals.                                                                                                                                                                                     |
| <b>Wednesday, February 22nd</b>               | <b>All Departments</b>                               | <b>Departments return completed Electronic FY 2018 Budget requests to the Budget Department via email.</b>                                                                                                                                                                   |
| Wednesday, March 22nd                         | Budget Department                                    | FY 2018 Technology Requests sent to IT department for review, specs and recommendation. FY 2018 New Personnel and Position Change requests sent to HR for grade and job title recommendations. FY 2018 Equipment requests sent to Equipment Services for review and pricing. |
| Friday, April 7th                             | Information Technology Dept.<br>Equipment Svcs Dept. | FY 2018 Technology Requests returned to Budget Office. FY 2018 Equipment requests returned to Budget Department.                                                                                                                                                             |
| Wednesday, April 26th                         | Budget Department                                    | FY 2018 Department Requests sent to Purchasing for pricing.                                                                                                                                                                                                                  |
| Sunday, April 30th                            | Central Appraisal District                           | Certified Estimate of Taxable Value of Property due from Chief Appraiser no later than April 30th (Tax Code Section 26.01 e)                                                                                                                                                 |
| Thursday, May 11th                            | Human Resources                                      | FY 2018 New Personnel and Position Change returned to Budget Department.                                                                                                                                                                                                     |
| Friday, May 12th                              | Purchasing Dept.                                     | FY 2018 Department Requests returned to Budget Department.                                                                                                                                                                                                                   |
| <b>Friday, June 2nd</b>                       | <b>Budget Department</b>                             | <b>FY 2018 Preliminary Budget sent to Departments.</b>                                                                                                                                                                                                                       |
| Monday - Friday June 5th - 9th                | All Departments                                      | Meet with Budget Office on FY 2018 Department Requests (optional).                                                                                                                                                                                                           |
| Friday, July 7th                              | Auditor                                              | Provide FY 2018 final detail revenue schedule, summary revenue schedule and projected fund balance (with the exception of tax revenue).                                                                                                                                      |
| Tuesday, July 25th                            | Central Appraisal District                           | Chief Appraiser shall certify Appraisal Roll by July 25th. (Tax Code Section 26.01)                                                                                                                                                                                          |
| <b>Thursday, July 27th</b>                    | <b>Budget Department</b>                             | <b>FY 2018 Recommended Budget sent to Departments.</b>                                                                                                                                                                                                                       |
| <b>Monday - Wednesday, August 14th - 16th</b> | <b>Commissioners Court Budget Workshop</b>           | <b>Review and any action related to FY 2018 Recommended Budget to include:</b><br>* FY 2018 Revenue Estimates<br>* FY 2018 Recommended Budget<br>* Discussion and any action related to proposed Elected Officials' salaries (LGC 152.013),<br>* Adopt Uniform Pay Policy    |

## FY 2018 Budget Calendar

| DATE                                       | RESPONSIBLE PARTY                                             | DETAILS                                                                                                                                                                                                                             |
|--------------------------------------------|---------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Thursday - Friday,<br>August 17th - 18th   | Commissioners<br>Court Tax Rate<br>Workshop                   | Review and any action related to FY 2018 Recommended Budget to include:<br>* FY 2018 Court Recommended Budget<br>* FY 2018 Tax Rate,<br>* Vote to be taken on the Proposed FY 2018 tax rate,<br>* Schedule Tax Rate Public Hearings |
| No later than<br>Wednesday, August<br>31st | Public Information<br>Office                                  | Publish "Notice of 2017 Tax Year Proposed Property Tax Rate".<br>Notice to be published no later than September 1st (LGC 140.010)                                                                                                   |
| TBD                                        | Purchasing Board                                              | Provide court orders to the Budget Office regarding the FY 2018 Budget for Purchasing.                                                                                                                                              |
| TBD                                        | CSCD Board                                                    | Provide court orders to the Budget Office regarding the FY 2018 Budget for CSCD.                                                                                                                                                    |
| TBD                                        | Juvenile Board                                                | Provide court orders to the Budget Office regarding the FY 2018 Budget for Juvenile Probation, and Juvenile Detention.                                                                                                              |
| TBD                                        | Board of District<br>Judges                                   | Provide court orders to the Budget Office regarding the FY 2018 Budget for County Auditor.                                                                                                                                          |
| Tuesday, September<br>5th                  | Commissioners<br>Court                                        | <b>1st Public Hearing on FY 2018 Tax Rate. Announce the date, time, and place a vote will be taken to adopt the FY 2018 Tax Rate.</b>                                                                                               |
| No later than Friday,<br>September 8th     | Public Information<br>Office<br>Human Resources<br>Department | Publish Notice of Proposed Elected Officials' salary, expenses, and other allowances (LGC 152.013)<br>* HR send written notice to Elected Officials concerning salary, expenses, and other allowances                               |
| No later than Friday,<br>September 8th     | Public Information<br>Office<br>Budget Department             | Publish Notice of Public Hearing on FY 2018 Proposed Budget (LGC 111.0675)                                                                                                                                                          |
| Monday, September<br>11th                  | Commissioners<br>Court                                        | <b>2nd public hearing on FY 2018 Tax Rate. Announce the date, time, and place a vote will be taken to adopt the FY 2018 Tax Rate.</b>                                                                                               |
| Monday, September<br>11th                  | Budget Staff                                                  | File FY 2018 Proposed Budget with County Clerk and County Auditor. Proposed Budget distributed to Commissioners Court, Purchasing, and County Departments. (LGC 111.066)                                                            |
| Monday, September<br>18th                  | Commissioners<br>Court                                        | <b>Public Hearing on FY 2018 Proposed Budget (LGC Section 111.067)</b>                                                                                                                                                              |
| Monday, September<br>18th                  | Commissioners<br>Court                                        | <b>Adoption of FY 2018</b><br>* County Budget (LGC 111.068)<br>* Tax Rate (Tax Code 26.05 b)<br>* Elected Officials Salaries (LGC 152.013)<br>* Compensation Plan<br>* County Fee Schedule (LGC 118)                                |

**Note: Court Orders are required on:**

|                 |                                        |
|-----------------|----------------------------------------|
| Budget          | Proposed Tax Rate                      |
| Human Resources | Uniform Pay Policy                     |
| Budget          | Recommended Elected Officials Salaries |
| Budget          | Proposed Tax Rate                      |

## FY 2018 Budget Calendar

| DATE | RESPONSIBLE PARTY | DETAILS                                      |
|------|-------------------|----------------------------------------------|
|      | Budget            | County Adopted Budget                        |
|      | Budget            | Adoption of Maintenance & Operating Tax Rate |
|      | Budget            | Adoption of Debt Service Tax Rate            |
|      | Budget            | Adoption of Total Combined Tax Rate          |
|      | Budget            | County Fee Schedule                          |
|      | Budget            | Elected Officials' Salaries                  |

**Special Notes:**

Additional notices, meetings, public hearings, and other special actions may be called for after receipt of the final appraisal roll, final calculation of the Effective Tax Rate and Rollback Rate, and after the Commissioners Court votes on a proposed tax rate in order to comply with State Property Tax Law.

Notice of the Budget Hearing shall be published not earlier than the 30th or later than the 10th day before the date of the hearing.

Public Hearing on the Tax Rate Increase may not be held before the 7th day after the date the notice of the public hearing is given. The second public hearing may not be held earlier than the 3rd day after the date of the first hearing.

### Accounting System

All County accounts are organized on the basis of funds (account groups). Using these accounts, the revenues and expenditures are approved before the beginning of each fiscal year by a budget adopted by Commissioners Court. Currently all County funds are grouped into two types, governmental funds and proprietary funds. Governmental funds include the General Fund, the Road and Bridge Fund, the Permanent Improvement Fund and the Debt Service Fund. The General Fund accounts for the main operating activities of the County. Proprietary funds (internal service funds) are used to account for the payment of employee insurance, flexible benefits, workers' compensation and similarly funded activities. These activities are funded on a cost-reimbursement basis, with the expenditure charged to the department incurring the expenditure.

The County's basis of budgeting for governmental funds and proprietary funds is maintained on a modified accrual basis. The County's basis of accounting records are also on a modified accrual basis with revenues being recorded when available and measurable and expenditures being recorded when the services or goods are received and the liabilities are incurred. Encumbrance accounting is used for all funds. Encumbrance accounting means that an estimated cost is recorded on the books at the time of an order of goods or services so that all obligations are booked. When the actual cost is known, it is booked, and the encumbrance is reversed.

Appropriations in the Capital Projects Funds are made on a project inception basis rather than on an annual basis and are carried forward until the projects are completed. Except for capital projects, grant and federal entitlement appropriations, or for encumbrances outstanding in any fund, unused appropriations lapse at the end of the each fiscal year.

The FY 2018 Adopted Budget appropriates expenditures into the following expenditure groups:

- Personnel
- Training & Travel
- Maintenance and Operations
- Capital Equipment

Each expenditure group is the sum of individual, similar line item allocations. This presentation of budget data is designed to provide offices and departments detailed information but with greater flexibility in the management and control of their budgets. This system reduces unnecessary bureaucratic control while continuing to provide sound financial and management information. Although budgetary data is presented in the budget document according to expenditure group, detailed line item information has been input into the County's financial management system.

## Account Structure

As previously stated, the County maintains budgetary control of its operating accounts through the use of various funds. A “fund” is a self-balancing set of accounts with identifiable revenue sources and expenditures. It is segregated for the purposes of measuring a specific activity. Fund balance is the excess of revenues over expenditures and encumbrances. These fund balances are available for emergencies or unforeseen expenditures. Fund balances in the aggregate are a significant enough percentage of appropriations to meet unforeseen events or needs. The great majority of all County discretionary expenses are included in the following:

**Capital Improvements Funds:** Includes expenditures for capital projects related to the construction and renovation of County detention, courtroom, roads and office facilities. All proceeds come from the sale of debt instruments.

**Debt Service Funds:** Includes expenditures for principal and interest on all County debt.

**General Fund:** Accounts for most of the financial resources of the County, which may be used for any lawful purpose; includes expenditures for general administration, judicial, public safety, and health and welfare.

**Road and Bridge Special Revenue Fund:** Includes mainly expenditures for road projects and preventative maintenance on roads. This fund’s main source of revenue is property taxes and vehicle registration fees.

**Permanent Improvement Fund:** Includes expenditures associated with permanent improvement projects. A “Permanent Improvement” is defined as physical improvements to a facility, property and/or office. It is normally renovation and modifications to existing offices, buildings or grounds, etc. that are not considered normal repairs or maintenance.

Other County funds are used to provide valuable resources and services. The following are brief descriptions of some other County funds:

**Records Archive Fund:** Accounts for the collection of the records archive fee and the related expenditures for preservation and restoration services performed by the County Clerk in connection with maintaining the County Clerk’s records archive.

**Court Reporters Fund:** Accounts for the collection of statutory Court Reporter’s fee and the expenditures for Court Reporter services.

**Law Library Fund:** Includes maintenance and operations of a law library open to residents of the County.

**County Clerk Records Management and Preservation Fund:** Accounts for the collection of the County Clerk's statutory document preservation fee and the expenditures of those fees for records management and preservation services.

**District Clerk Records Management and Preservation Fund:** Accounts for the collection of the District Clerk's statutory document preservation fee and the expenditures of those fees for records management and preservation services.

**Justice Court Technology Fund:** Accounts for fees collected by the Justice of the Peace Courts and related expenditures for technology improvements in the Justice of the Peace Courts.

**Courthouse Security Fund:** Includes the collections and expenditures of fees for security services for buildings housing a court.

**Contract Elections Fund:** Accounts for funds received from local governments and related expenditures for public elections.

**Healthcare Foundation Fund:** Accounts for Healthcare Foundation which assumes the County's obligation to provide indigent healthcare for county residents.

**County Records Management and Preservation Fund:** Accounts for the collection of a statutory document preservation fee and the expenditure for records management and preservation services.

**Drug Court Fund:** Accounts for the participation fees paid by defendants required to maintain testing throughout their probation periods, and the expenditures for the program.

**Justice Court Building Security Fund:** Accounts for the collection of a portion of the Courthouse Security fee designated to provide security for a justice court in a building other than the courthouse and the expenditure of those funds as specifically designated by statute for security personnel, services and related items.

**Animal Safety Fund:** Accounts for animal shelter and control services for the County as well as other participating cities within the County.

## **FY 2018 Combined Budget Summary**

### **Revenues**

The total Collin County Adopted Budget for FY 2018 includes current revenue projections of \$340,484,495 plus \$40,471,616 of fund balance from the General Fund. The revenues to be received during the upcoming fiscal year are estimated by the County Auditor (Texas Local Government Code 111.062(b) (5)). Revenue estimates are derived in different ways depending

on the nature of the revenue. Ad valorem taxes are calculated based on the adopted tax rate and the taxable appraised value. Investment revenues are estimated conservatively based on expectations of investment markets as well as changes available funds. Federal and State revenues are based on information provided by the funding agency or based on history if the information is not available at the time the revenues are being estimated. Most other revenues such as Fees and Fines are estimated using trend analysis while taking into account input from the elected official collecting the fees as well as taking into account other factors such as changes in laws or economic activity.

The adopted revenue represents an increase of \$52,199,305 or 15.9% more than FY 2017 adopted revenue. The FY 2018 adopted revenue represents an increase of \$10.3 million in tax revenue when compared to FY 2017 adopted revenue.

Figure 2 – Combined Budget Revenues by Source

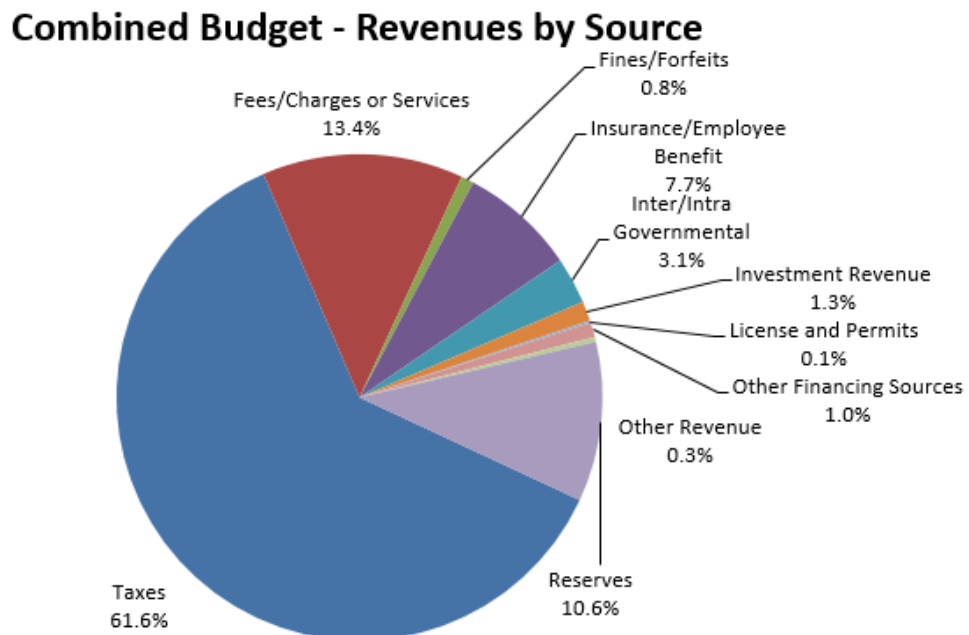


Table 2 presents a side-by-side comparison of the revenues by source for the past five years with the percentage change from FY 2017 Original Adopted to FY 2018 Original Adopted.

Table 2 – Combined Budget Revenues by Source

| REVENUE SOURCE                | 2014<br>ADOPTED      | 2015<br>ADOPTED      | 2016<br>ADOPTED      | 2017<br>ADOPTED      | 2018<br>ADOPTED      | %<br>CHANGE<br>'17-'18 |
|-------------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|------------------------|
| Taxes                         | \$187,630,846        | \$202,737,503        | \$215,534,400        | \$224,318,124        | \$234,634,515        | 4.6%                   |
| Fees/Charges for<br>Services  | \$42,417,196         | \$40,136,600         | \$41,749,702         | \$43,889,371         | \$50,957,560         | 16.1%                  |
| Fines/Forfeits                | \$4,007,550          | \$3,368,350          | \$3,294,600          | \$3,316,400          | \$3,222,000          | -2.8%                  |
| Insurance/Employee<br>Benefit | \$21,926,235         | \$24,401,237         | \$24,179,758         | \$27,545,657         | \$29,419,246         | 6.8%                   |
| Inter/Intra<br>Governmental   | \$9,560,769          | \$10,225,172         | \$10,891,493         | \$11,777,866         | \$11,761,463         | -.1%                   |
| Investment Revenue            | \$2,397,064          | \$2,403,376          | \$3,265,870          | \$3,839,097          | \$5,021,811          | 30.8%                  |
| License and Permits           | \$281,000            | \$377,000            | \$377,000            | \$635,000            | \$570,000            | -10.2%                 |
| Other Financing<br>Sources    | \$411,500            | \$398,000            | \$398,000            | \$1,248,000          | \$3,698,000          | 196.3%                 |
| Other Revenue                 | \$609,000            | \$708,000            | \$830,000            | \$723,500            | \$1,199,900          | 65.8%                  |
| Reserves                      | <u>\$10,556,594</u>  | <u>\$16,695,158</u>  | <u>\$10,021,802</u>  | <u>\$11,463,791</u>  | <u>\$40,471,616</u>  | <u>253.0%</u>          |
|                               | <u>\$279,797,754</u> | <u>\$301,450,396</u> | <u>\$310,542,625</u> | <u>\$328,756,806</u> | <u>\$380,956,111</u> | <u>15.9%</u>           |

The largest increase in revenue source is from Reserves with an increase of 253%. The County is budgeting \$29.0 million more in reserves in FY 2018 than in FY 2017. The reserve funding is budgeted in the General Fund and is for a one-time capital outlay for public transportation and for one-time capital outlay to TCDRS for a 40% of CPI retiree COLA increase.

Other Financing Sources increased 196.3% or \$2.450 million in transfers from the General Fund to the Healthcare Foundation Fund. The Healthcare Foundation was created after the sale of the county hospital in 1983. The proceeds of the sale were used to purchase real estate office buildings in order to create investment earnings that, together with the charges for services and federal and state funding, are used to provide health care to indigent county residents. A portion of the funds from the sale have been used to purchase real property for rental to County departments and unrelated third parties. Grants and community agencies, that began in 2008 and continue today, have helped the county to provide preventative and minor medical care in cities where the indigent population is located. Increasing population and cost for medical care have contributed to the increasing demand on County resources to provide the same level of services offered in prior years. The Healthcare Task Force continues to work with local providers and the County to ensure appropriate recommendations and decisions concerning the future availability of service and care. The fund continues to consume approximately \$2 million in fund balance annually. In order to maintain above a 120 day fund balance the General Fund is providing a transfer in the amount of \$3.3 million to the Healthcare Foundation Fund. This an increase of \$2.8 from FY 2017.

Other Revenue increased by 65.8% or \$476,400 with the majority coming from increased prescription rebates. Slight increases in Road & Bridge and Law Library miscellaneous revenues

as well as Indigent Legal reimbursements are anticipated and account for the remaining portion of this increase.

Investment Revenue increased by 30.8% due to an improving market.

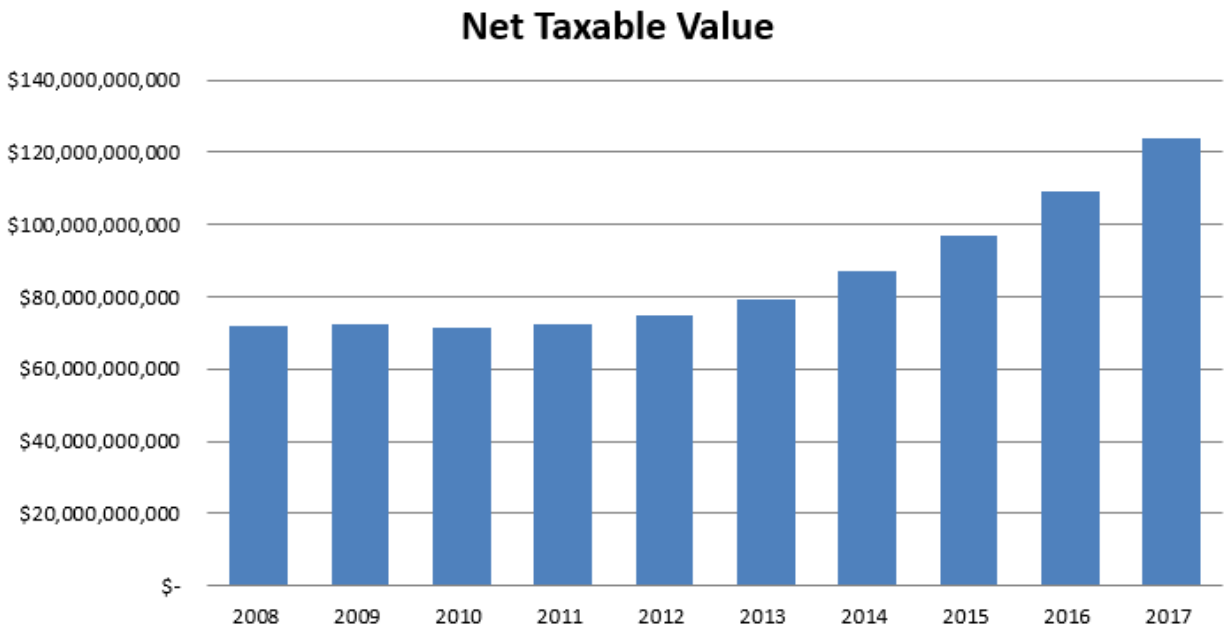
Fees and Charges for Services have increased by 16.1% or 7,068,189. An increase in population has resulted in an increase in various fees and charges for services. Vehicle Title, Road Mileage, and Road & Bridge fees increased by nearly \$2 million. The County Clerk General Fees increased by \$1 million as did records preservation, archive and restoration fees. Civil Court Fees increased \$700,000. Patrol Service increased by \$650,000 due to new Interlocal Agreements with small cities for patrol. Probation Fees increased \$300,000 as did the District Clerk Passport Fees.

License and Permits Revenue decreased by 10.2%. Building Inspection fees over the last three years have not come in as projected so the budget was reduced for FY 2018 to more accurately reflect revenues received.

### Ad Valorem Taxes

Ad valorem tax revenue is determined by two components: the total appraised property value and the tax rate.

Figure 3 – Net Taxable Values



\* CERTIFIED Net Taxable as of July 25th of each year per Tax Code 26.01

The Collin Central Appraisal District establishes the appraised property values within the County in accordance with State law. Appraised net taxable values in Collin County experienced double-digit increases throughout the late 1990s and through the year 2002. 2003 thru 2005

were years of more modest growth, whereas in 2006 and 2007 Collin County again experienced double digit increases of 10.2% and 10.9% respectively. In 2008 Collin County experienced a growth rate of 4.6% in net taxable property values in spite of the addition of a 5% homestead exemption (\$5,000 minimum), a 0.7% increase in 2009, and a 1.5% decrease in 2010. Steady growth began again in 2011. The Central Appraisal District's information for 2017 shows increase in total net taxable property values of 13.7% for a total net taxable value total of \$124,035,906,716, of which \$98,898,540,825 is for improvements.

The property tax rate consists of two components. The first is the debt service rate component that is determined by the County's debt service requirements. The current debt service rate for FY 2018 is 5.3450 cents per \$100 of assessed value. Funds from this component are deposited in the debt service funds and are used exclusively to pay the principal and interest on debt. The second component of the tax rate is the amount for operating budget funds. The current operating fund tax rate for FY 2018 is 13.8796 cents per \$100 of assessed value. These two components taken together provided for a total tax rate for FY 2018 of 19.2246 cents per \$100 of assessed value.

The FY 2018 Adopted Budget is balanced with a decreased ad valorem property tax rate from FY 2017, which was 20.8395 cents per \$100 valuation. ***FY 2018 marks the twenty-fifth straight year of no increase to the tax rate.*** From 2016 to 2017, the average home in Collin County increased in taxable value from \$317,599 to \$344,382, which is an increase of \$26,783 or 8.4%. The calculation of the average homestead taxable value takes into account improvements as well as changes to base valuation. The increase in the average taxable value means that the average homeowner will pay approximately \$0.19 more in county property taxes this year even with the decrease in the tax rate.

Figure 4 – Distribution by Taxing Unit



## Other Revenue

Other sources of revenue to the County include charges for service, fees and permits, fines and forfeits, inter/intra-governmental funds, interest on investments and miscellaneous other revenues.

**Charges for service:** Includes those fees that are charged in return for a specific service required of the County. Some examples of these types of charges are copy fees, GIS services, patrol services, passport photograph services, and inmate housing services.

**Fees and permits:** Fees are collected from citizens in a variety of different areas. These fees include court fees, transportation fees, health fees, permit fees, general government fees, and public safety fees.

**Fines and forfeits:** Fine and forfeitures depend on the provisions of state law, and are usually mandatory, but occasionally optional with the Commissioners Court. This County has instituted all the optional court costs and receives the maximum amount from these sources. Revenues from this source depend on collections by departments, the actions of the courts, incidence of offenses and various other external factors.

**Intergovernmental:** Includes revenues from the state, federal or other governmental sources. They include state-shared revenues, inter-local contracts and federal grants. By their nature, this revenue source can be subject to substantial fluctuation. The County has adopted some measures to optimize federal and state reimbursements.

**Interest:** Interest earnings are a function of the rate of return and amount available for investment. The amount available for investment depends on a variety of factors, the largest of which is the cash balance available for investment. Proper planning can nearly always result in a greater amount available for investment and will increase the earnings relative to the current rate of return on investments.

**Unclassified:** Includes revenues that do not fit in any other category such as such as donations or insurance recovery.

## Expenditures

The FY 2018 Total Combined Adopted Budget appropriation for all funds is \$380,933,662 (excluding bond funds). Figures 3, 4, and 5, as well as Tables 2 and 3 show operating appropriations and revenues for all funds for FY 2018. This represents an increase of \$52,176,856 or 15.9% more than in expenditures from FY 2017.

Figure 5 – Combined Budget Expenditure Ten-Year Trend

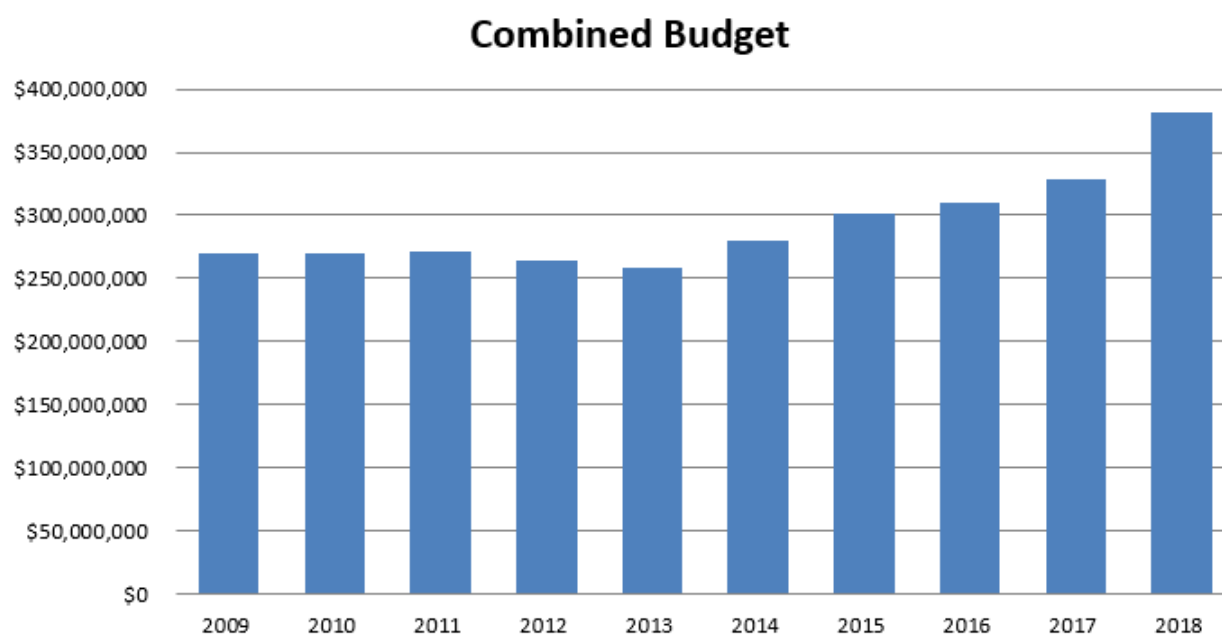


Table 3 below presents a side-by-side comparison of the expenditures by function for the past five years with the percentage change from FY 2017 Adopted to FY 2018 Adopted.

Table 3 – Expenditures by Function

| FUNCTION AREA            | 2014<br>ADOPTED      | 2015<br>ADOPTED      | 2016<br>ADOPTED      | 2017<br>ADOPTED      | 2018<br>ADOPTED      | %<br>CHANGE<br>'17-'18 |
|--------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|------------------------|
| Conservation             | \$313,800            | \$322,269            | \$327,013            | \$315,744            | \$297,749            | -5.7%                  |
| Culture and Recreation   | \$999,345            | \$869,581            | \$1,090,405          | \$928,526            | \$883,288            | -4.9%                  |
| Debt Service             | \$41,305,564         | \$45,479,473         | \$52,293,608         | \$58,641,714         | \$65,290,931         | 11.3%                  |
| Equipment Services       | \$3,384,369          | \$4,605,797          | \$5,067,055          | \$4,448,829          | \$3,955,853          | -11.1%                 |
| Financial Administrative | \$11,014,347         | \$11,175,909         | \$11,792,651         | \$12,677,531         | \$13,820,863         | 9.0%                   |
| General Administrative   | \$54,085,918         | \$46,963,103         | \$55,642,477         | \$52,155,460         | \$48,715,261         | -6.6%                  |
| Health and Welfare       | \$18,102,421         | \$19,133,640         | \$22,018,044         | \$23,306,538         | \$25,429,350         | 9.1%                   |
| Judicial                 | \$17,977,680         | \$18,505,192         | \$20,273,896         | \$20,997,382         | \$22,623,662         | 7.7%                   |
| Legal                    | \$10,799,369         | \$11,320,813         | \$12,052,729         | \$13,891,620         | \$14,986,466         | 7.9%                   |
| Public Facilities        | \$13,093,681         | \$14,085,391         | \$14,528,887         | \$15,358,242         | \$14,937,313         | -2.7%                  |
| Public Safety            | \$62,850,441         | \$64,477,131         | \$65,202,519         | \$69,895,362         | \$75,757,187         | 8.4%                   |
| Public Transportation    | \$23,926,821         | \$42,576,867         | \$28,306,371         | \$28,683,449         | \$62,268,778         | 117.1%                 |
| Unclassified             | \$21,943,998         | \$21,935,230         | \$21,946,970         | \$27,456,409         | \$31,966,961         | 16.4%                  |
|                          | <u>\$279,797,754</u> | <u>\$301,450,396</u> | <u>\$310,542,625</u> | <u>\$328,756,806</u> | <u>\$380,933,662</u> | <u>15.9%</u>           |

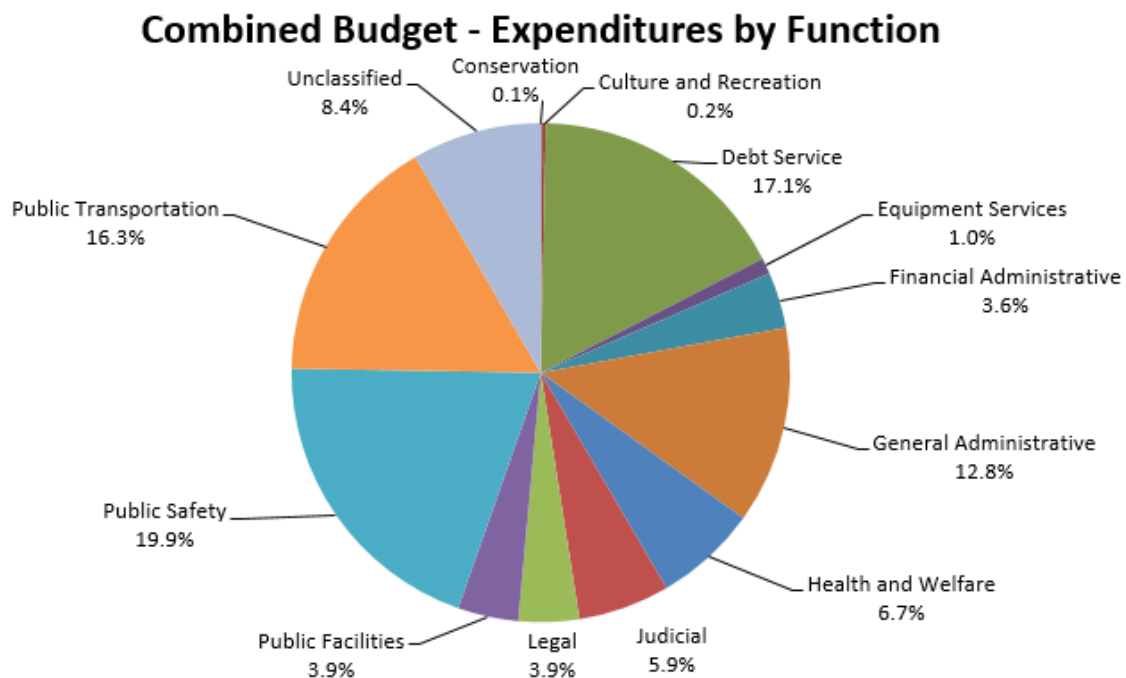
The largest area of growth in the FY2018 Budget is the Public Transportation function area. A one-time capital outlay of \$38 million is budgeted Public Transportation for right-of-way acquisitions.

The next largest area of growth is the Unclassified function area. The Unclassified function area has grown by 16.4% or approximately \$4.5 million. The Courthouse Security Fund transfer decreased by \$350,000 and while the Healthcare Foundation Fund transfer increased by \$2.8 million. Insurance Claims also increased by \$2.3 million.

The Debt Service function area increased by 11.3%. In 2017 the County sold bonds that were structured to front load the principal due to the increase in growth projected by the Collin County Central Appraisal District. This resulted in the County being able to sell 3 year bonds rather than 20 year with an estimated savings in interest payments of \$9 million. In FY 2018, the County is going to call \$1.15 million in outstanding bonds. Both of these items contribute to the increase in debt service function area while decreasing the debt service tax rate.

The largest decrease is in the Equipment Services function area. Equipment Services has decreased by 11.1% from FY2017. Less equipment is scheduled to be replaced in FY 2018 compared to FY 2017.

Figure 6 – Combined Budget Expenditures by Function



## General Fund

### Revenues

Total General Fund FY 2018 adopted revenues are \$196,591,586 plus \$40,471,616 of planned usage of reserve funds for a total of \$237,063,202. This represents a \$41,243,959 or a 21.1% increase from FY 2017 adopted revenues. The estimated ad valorem property tax revenue of \$166,592,157 is an increase of \$5,329,071 or 3.3% from FY 2017 estimated ad valorem property tax revenue. As stated above, property values increased overall by 13.7 percent.

Table 4 – General Fund Revenues by Source

| REVENUE SOURCE             | FY 2016<br>ADOPTED   | FY 2016<br>ACTUAL    | FY 2017<br>ADOPTED   | FY 2017<br>ACTUAL    | FY 2018<br>ADOPTED   | % CHANGE<br>ADOPTED<br>'17-'18 |
|----------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|--------------------------------|
| Taxes                      | \$158,950,933        | \$161,813,873        | \$161,263,086        | \$164,116,582        | \$166,592,157        | 3.3%                           |
| Fees/Charges for Services  | \$15,649,050         | \$19,004,092         | \$15,757,088         | \$19,553,150         | \$19,511,667         | 23.8%                          |
| Fines/Forfeits             | \$1,560,000          | \$1,462,392          | \$1,412,000          | \$1,421,753          | \$1,405,000          | -.5%                           |
| Insurance/Employee Benefit | \$0                  | \$8,544              | \$0                  | \$15,223             | \$0                  | 0.0%                           |
| Inter/Intra Governmental   | \$4,374,862          | \$6,602,004          | \$5,918,919          | \$6,657,107          | \$6,150,962          | 3.9%                           |
| Investment Revenue         | \$1,166,680          | \$2,049,115          | \$2,083,200          | \$1,974,904          | \$2,083,200          | 0.0%                           |
| License and Permits        | \$374,000            | \$623,875            | \$630,000            | \$612,362            | \$565,000            | -10.3%                         |
| Other Financing Sources    | \$0                  | \$287,313            | \$0                  | \$332,355            | \$0                  | 0.0%                           |
| Other Revenue              | \$270,000            | \$431,562            | \$248,500            | \$370,794            | \$283,600            | 14.1%                          |
| Reserves                   | <u>\$0</u>           | <u>\$0</u>           | <u>\$8,506,450</u>   | <u>\$0</u>           | <u>\$40,471,616</u>  | <u>375.8%</u>                  |
|                            | <u>\$172,924,965</u> | <u>\$195,819,243</u> | <u>\$195,819,243</u> | <u>\$195,054,230</u> | <u>\$237,063,202</u> | <u>21.1%</u>                   |

The largest increase in revenue source in the General Fund is from Reserves with an increase of 375%. The General Fund is using \$31.9 million more in reserves in FY 2018 than in FY 2017. A one-time capital outlay of \$38 million is budgeted for public transportation and for a one-time capital outlay of \$2.5 million to TCDRS for a 40% of CPI retiree COLA increase.

Fees/Charges for Services increased by 23.8% over the FY2017 Adopted Budget. An increase in population has resulted in an increase in various fees and charges for services. The County Clerk General Fees increased by \$1 million. Civil Court Fees increased \$700,000. Patrol Service increased by \$650,000 due to new Interlocal Agreements with small cities for patrol. District Clerk Passport Fees also increased \$300,000.

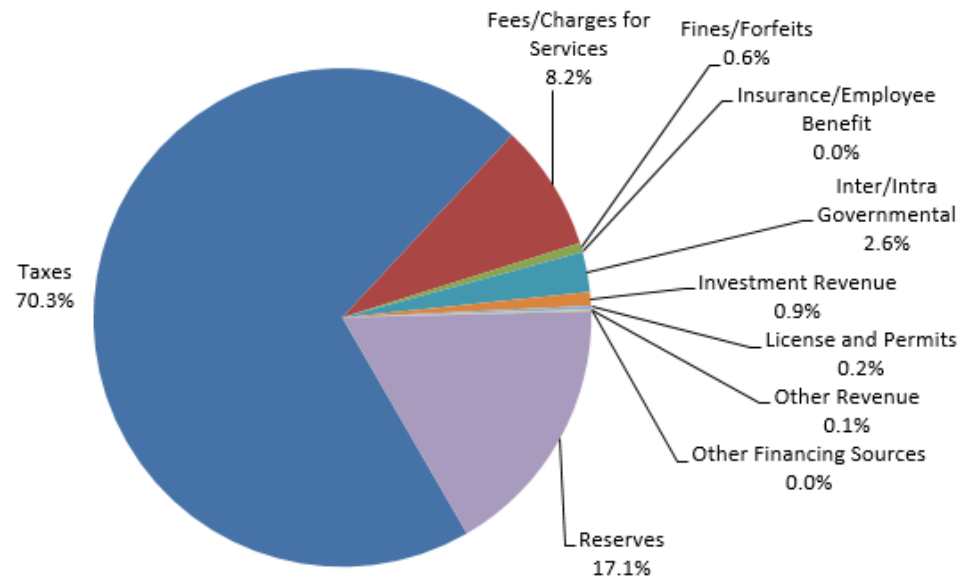
The Other Revenue Source was up 14.1%. Indigent Legal Reimbursements increased by \$25,000. Jury Management Stale Dated Checks increased by \$8,000.

Licenses and Permits decreased by 10.3% or \$65,000. Building Inspection fees over the last three years have not come in as projected so the budget was reduced for FY 2018 to more accurately reflect revenues received.

The County makes a concerted effort to maximize all revenue opportunities. With the growing population in the County, the County continues to pursue all grant opportunities, and focuses on collecting all fines and fees due to the County.

Figure 7 – General Fund Revenues by Source

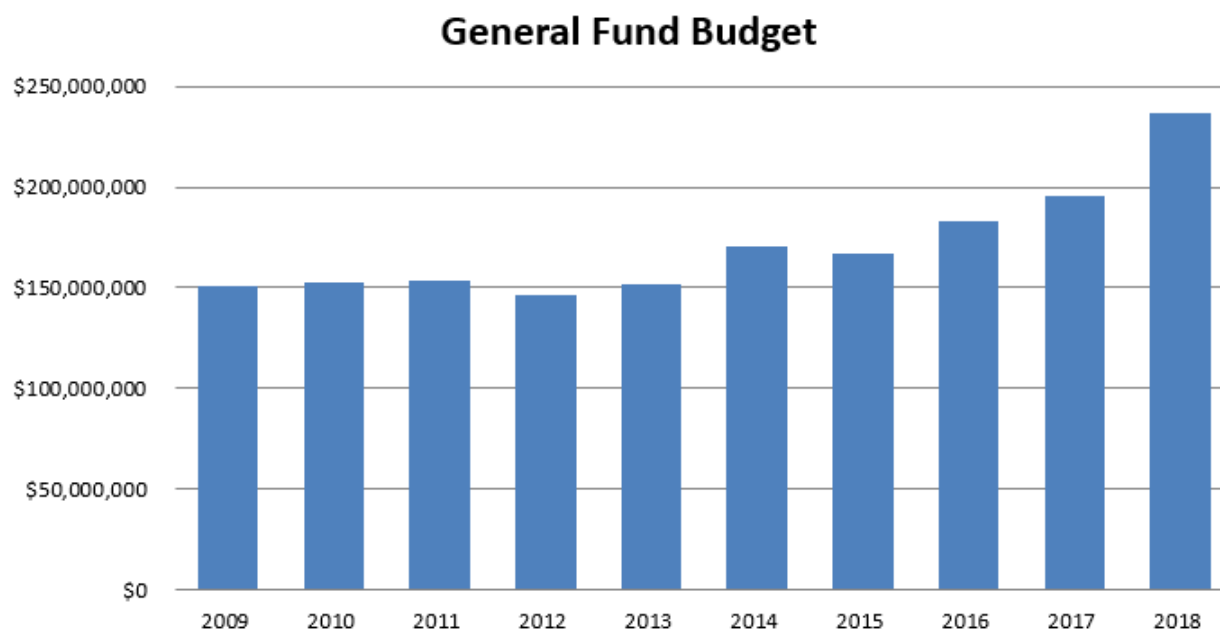
### General Fund Budget - Revenues by Source



### Expenditures

The FY 2018 Adopted General Fund expenditures are \$237,052,795. This amount represents a 21.1% increase from the FY 2017 Adopted Budget.

Figure 8 – General Fund Expenditures



Note: Jury Fund, Myers Park, Pre-trial Release, Development Services, Juvenile Probation/Detention, Juvenile Alternative Education, and Juvenile Out-of-County Sex Offender Funds consolidated into General Fund in FY 2013 due to GASB 54 reporting requirements.

Table 5 – General Fund Expenditures by Function

| FUNCTION AREA            | FY 2016<br>ADOPTED   | FY 2016<br>ACTUAL    | FY 2017<br>ADOPTED   | FY 2017<br>ACTUAL    | FY 2018<br>ADOPTED   | % CHANGE<br>ADOPTED<br>'17-'18 |
|--------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|--------------------------------|
| Conservation             | \$282,978            | \$235,127            | \$271,709            | \$212,156            | \$253,714            | -6.6%                          |
| Culture and Recreation   | \$1,090,405          | \$950,131            | \$928,526            | \$927,929            | \$883,288            | -4.9%                          |
| Equipment Services       | \$5,067,055          | \$3,899,158          | \$4,448,829          | \$2,878,506          | \$3,955,853          | -11.1%                         |
| Financial Administrative | \$11,792,651         | \$11,819,466         | \$12,677,531         | \$12,045,189         | \$13,820,863         | 9.0%                           |
| General Administrative   | \$49,752,324         | \$35,203,675         | \$46,249,597         | \$39,019,655         | \$42,756,384         | -7.6%                          |
| Health and Welfare       | \$15,806,159         | \$16,289,149         | \$16,846,107         | \$17,570,456         | \$18,520,971         | 9.9%                           |
| Judicial                 | \$18,030,482         | \$17,388,405         | \$19,542,541         | \$18,764,363         | \$21,111,849         | 8.0%                           |
| Legal                    | \$12,052,729         | \$12,196,200         | \$13,891,620         | \$12,233,616         | \$14,862,845         | 7.0%                           |
| Public Facilities        | \$11,202,880         | \$10,101,867         | \$12,208,610         | \$10,168,190         | \$11,740,823         | -3.8%                          |
| Public Safety            | \$57,536,508         | \$57,290,114         | \$61,506,173         | \$60,277,600         | \$67,448,205         | 9.7%                           |
| Unclassified             | \$398,000            | \$608,816            | \$1,248,000          | \$1,286,798          | \$3,698,000          | 533.3%                         |
| Public Transportation    | \$0                  | \$0                  | \$6,000,000          | \$0                  | \$38,000,000         | 196.3%                         |
|                          | <u>\$183,012,171</u> | <u>\$165,978,109</u> | <u>\$195,819,243</u> | <u>\$175,384,458</u> | <u>\$237,052,795</u> | <u>21.1%</u>                   |

The largest area of growth in the FY2018 General Fund Budget is the Unclassified function area. This area has grown by 533.3% or approximately \$2.450 million. The Courthouse Security Fund transfer decreased by \$350,000 and while the Healthcare Foundation Fund transfer increased by \$2.8 million.

Public Transportation has increased by 196.3% over the FY 2017 Adopted Budget. This is the second time the Commissioners Court has placed an expenditure budget for this function in the General Fund. A one-time capital outlay of \$38 million is budgeted for public transportation right-of-way acquisition.

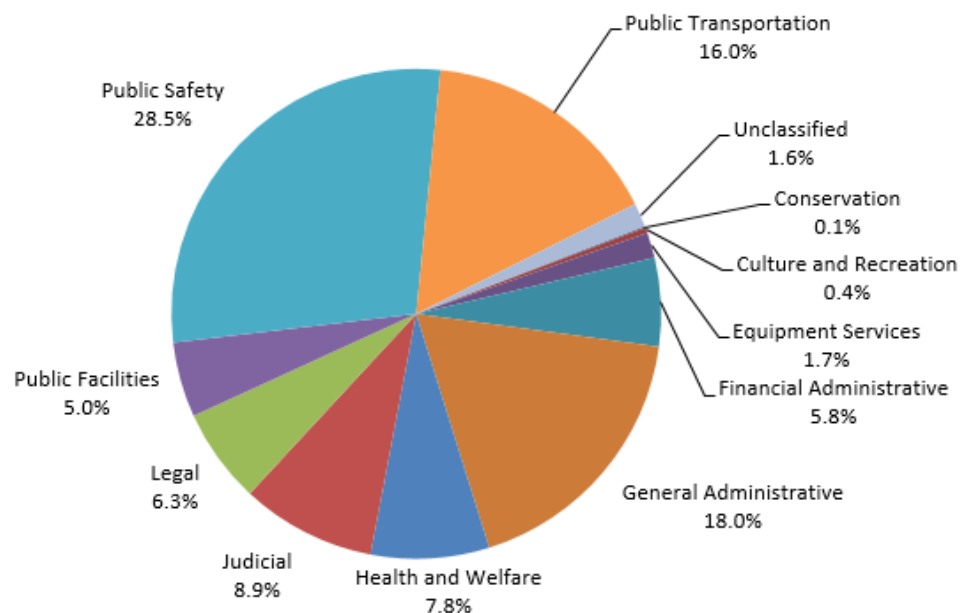
The Health and Welfare function area increased 9.9% or \$1.7 million for Court Appointed Representation. This area continues to increase with the County's population.

Public Safety increased 9.7% or \$6 million. The vast majority of the County's employees fall into this function area therefore the personnel salary increases of 3% to be distributed through Pay-for-Performance, and adjustments for market movement and wage compression account for a large portion of the increase in this function area. The Sheriff also received 16 additional employees in FY 2018. Certification pay for law enforcement personnel was also added into the FY 2018 budget.

The largest decrease is in the Equipment Services function area with a decrease of 11.1%. Less equipment is scheduled to be replaced in FY 2018 compared to FY 2017.

Figure 9 – General Fund Expenditures by Function

### General Fund Budget - Expenditures by Function



Other Operating Funds

Road and Bridge Fund

The total FY 2018 adopted revenues for the Road and Bridge fund are \$21,893,300 plus \$2,419,513 of planned usage of reserve funds for a total of \$24,312,813. This amount represents a 7.0% increase in revenues budgeted over FY 2017.

The total FY 2018 adopted expenditures for the Road and Bridge fund are \$24,312,813. This amount represents a 7.0% increase from the FY 2017 Adopted.

Figure 10 – Road & Bridge Fund Revenues by Source

Road & Bridge Fund Budget - Revenues by Source

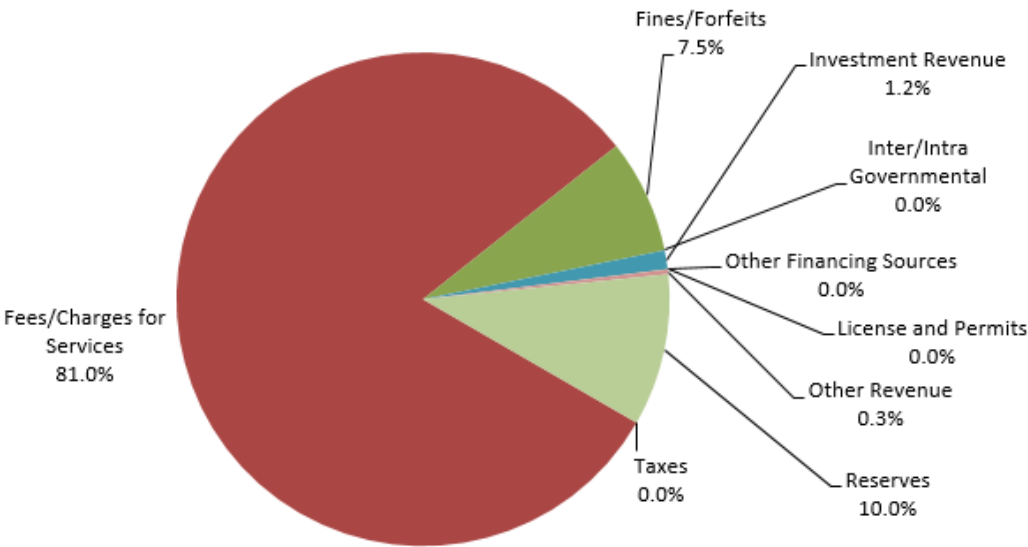
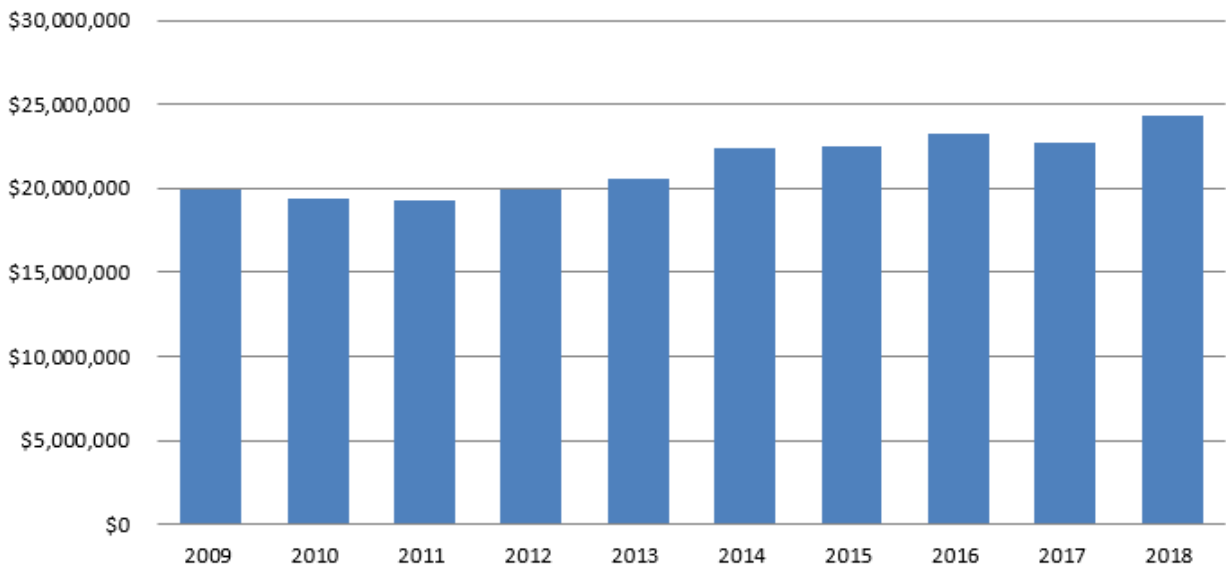


Figure 11 – Road & Bridge Fund Expenditure

Road & Bridge Fund Budget



## **Permanent Improvement Fund**

The Permanent Improvement fund is also financed by a portion of the property tax levy as required in the Texas Constitution. Projects in the Permanent Improvement fund are those capital projects that do not necessarily warrant the expenditure of bond funds but are still necessary to the efficient operation of the County. A “Permanent Improvement” is defined as physical improvements to a facility, property and/or office. It is normally renovation and modifications to existing offices, buildings or grounds, etc. that are not considered normal repairs or maintenance. A walk-thru of each County facility is done every year. Maintenance and improvements to existing County facilities are funded through the Permanent Improvement Fund. Total estimated revenues in the Permanent Improvement fund for FY 2018 are \$2,927,355 of which \$2,829,355 are from property taxes. Total expenditures adopted for FY 2018 are \$2,829,191.

## **Conclusion**

Collin County’s economy is booming, with the robust housing market, low unemployment rate, and a continued increase in population with economic growth that shows no signs of abatement. The County continues to focus on its top priorities and core responsibilities of county governance while maintaining a high standard of living for its residents.

The FY 2018 Adopted Budget is a financially sound plan and will allow Collin County to continue to provide for as high a level of basic services to our growing community as possible within the limits of available resources.

I want to thank Commissioners, Elected Officials, and Department Heads for working with me to develop this Adopted Budget. I appreciate the continued dedication to our strong financial principles and management. I would especially like to thank my staff for their dedication and commitment.

Respectfully,

A handwritten signature in blue ink that reads "Mónica Arris". The signature is fluid and cursive, with the first name "Mónica" being more prominent than the last name "Arris".

Mónica Arris  
Budget and Finance Director



## **COMMUNITY PROFILE**

## Community Profile

### History

Collin County is located in northeastern Texas thirty miles south of the Red River. McKinney, the county seat, is thirty-four miles northeast of Dallas. The county's center lies at approximately 33°11' north latitude and 96°34' west longitude. With the exception of a small portion of its western edge, Collin County's area of 851 square miles lies entirely within the Blackland Prairie region of Texas. The surface of the county is generally level to gently rolling, with an elevation ranging from 450 to 700 feet above sea level. Deep clayey soils over marl and chalk surface the central and western part of the county. Dark loamy alluvial soils, subject to flooding during the rainy season, lie in the eastern section. The western and central portions of the county are drained by the East fork of the Trinity River. The Elm fork of the Trinity drains the eastern section. Bois d' arc, oak, elm, ash, pecan, and post oak trees grow along the streams of the county but not in sufficient quantity for commercial use. Limestone and sand for making cement are the only mineral resources. Temperatures range from an average high of 96° F in July to an average low of 34° in January. Rainfall averages just under thirty-five inches a year, and the growing season extends for 237 days.

Branches of the Caddo Indians inhabited the area before the arrival of the first white settlers. Occasional outbreaks of violence occurred between the two groups, but there was no extended period of conflict since the Caddos withdrew from the county by the mid-1850s. The absence of organized Indian resistance, combined with the county's fertile soil and an offer of land grants by the Peters colony attracted settlers to the area in the early 1840s. Even with the offer of free land, the estimated population of the county was only 150 when it was demarked from Fannin County on April 3, 1846, and named for Collin McKinney, one of the first settlers of the county and a signer of the Texas Declaration of Independence. The original county seat was Buckner. Because this town Buckner was not within three miles of the center of the county, however, McKinney became the county seat in 1848. Like the county, McKinney was named for Collin McKinney.

The settlement of Collin County can be divided into two phases. The first occurred during the early period of the county's history, from 1840 to 1860. The second phase took place during and after the arrival of railroads. The settlements established before the construction of rail lines seldom survived if the railroads bypassed them. The majority of the first settlers of Collin County were farmers who lived near streams, where water and wood were easily obtained. They established small, family operated farms that produced mostly wheat and corn. The slave and cotton economy that characterized most of the South, with its large plantations, failed to take hold in the county. In part this was a result of the lack of navigable rivers and railroads to transport cash crops to retail centers. The nearest market was Jefferson, more than 150 miles to the east. In addition, the farmers who settled the county were from the upper South and had little experience in slaveholding or raising cotton. In 1860 only 1,047 of the 9,264 residents were black, and the cotton harvest was of no significance.

These factors, plus the influence of James W. Throckmorton, a native of McKinney and Texas state senator, resulted in Collin County's vote against secession, 948 to 405, in 1861. Once Texas joined the Confederacy, however, more than 1,500 residents of the county enlisted in the defense of the South, led by Throckmorton, who rose to the rank of brigadier general. During the war isolated incidents of violence occurred between Union sympathizers and Confederates, including the participation of an undetermined number of county residents in the events that led to the Great Hanging at Gainesville in 1862. Outbreaks of violence continued after the war. Farmersville, twelve miles east of McKinney, was the site of one of the killings that took place during the Lee-Peacock feud. By 1869 gunplay between the two groups had ended. Except for the military appointments of a few public officials in 1867–68, the county remained under the control of the Democratic Party during Reconstruction.

For the first thirty years of the county's history farmers had little incentive to take advantage of the fertile soil of the Black land Prairie, considered the richest agricultural region of Texas. Between the 1840s and 1870s the lack of transportation facilities, limited markets, and absence of mechanized farm equipment restricted the agricultural production of the county. The arrival of the railroad removed these obstacles and initiated a fifty-year period of economic growth. In 1872 the Houston and Texas Central Railway, the first to reach the county, connected McKinney and Plano to tracks that reached as far south as Houston. The Missouri, Kansas and Texas followed four years later and was joined in a decade by the Gulf, Colorado and Santa Fe. By the mid-1890s six railroads crisscrossed the county, connecting farmers to retail markets throughout Texas. With an outlet for their products farmers began to cultivate the unplowed fertile land in the eastern and central sections of the county. Between 1870 and 1920 the number of farms and crop production increased dramatically. In 1870, 903 farms valued at just over three million dollars produced 674,565 bushels of corn, 4,371 bales of cotton, and 42,827 bushels of wheat. In 1920 the number of farms had increased to 6,001, with a value estimated at well over \$84 million. Production of corn had increased to 2,574,689 bushels, cotton to 49,311 bales, and wheat to 956,412 bushels.

By the 1920s, twenty-three Collin County communities had voted road bonds totaling just under \$4 million. New roads, combined with State Highway 289, provided county residents with easy access to Dallas, Fort Worth, and Waco. By the end of the decade thirteen communities had electricity, natural gas, and a telephone exchange. Three had a population of over 1,000. In 1920 the county seat had 6,677 residents, and the population of the county was 49,609.

During the next forty years, however, the population declined. The Great Depression, mechanization of farms, and employment opportunities outside the county contributed to the drop in population. Although Collin County did not suffer the extreme hardships that befell other areas of Texas, the number of county farms declined from 6,069 in 1930 to 4,771 by 1940. The value of all crops harvested dropped from just over \$10 million to just over \$6.5 million during the same period. As late as 1940 Collin County's unemployment rate stood at 19 percent.

By the mid-1950s the economy had recovered. The average value of farmland per acre increased from \$58.91 in 1940 to \$145.52 in 1954. In part this improvement was a result of the efforts of the Texas Research Foundation and the Collin County Soil Conservation District. The Texas

Research Foundation, established at Renner in 1944, used the latest scientific discoveries to improve farming practices. In 1946 the Collin County Soil Conservation District was formed and planned the construction of 144 flood-retarding structures, including Lake Lavon, to prevent the flooding of thousands of acres of rich bottomland in southeastern Collin County. Farmers also benefited from the electric cooperatives established by the Rural Electrification Administration in the late 1930s. The Hunt-Collin Co-operative (1937), the Fannin County Electric Co-operative (1939), and the Grayson- Collin Electric Co-operative (1937) combined to bring electricity to the isolated communities of the county. New roads also assisted county farmers. In 1946 the county had 138 miles of paved roads. By the early 1970s the paved miles had increased to 2,333. The work of the Texas Research Foundation and improved soil conservation practices increased the production of wheat, the county's primary cash crop, from 352,229 bushels in 1949 to 1,224,664 bushels in 1959.

The mechanization of farming, however, reduced the number of farms from 3,166 in 1950 to 2,001 in 1960. A corresponding decline in the county's population occurred. Historically the percentage of tenant farmers in Collin County was high; it reached a peak of 74 percent in 1925. By 1960 that figure had dropped to 38 percent. Because of the lack of business opportunities outside farming in the county, the majority of those forced to leave farming also left the county. The population decreased from 47,190 in 1940 to 41,247 in 1960.

Although agriculture, especially developing dairy farming, continued to be an important factor in the county's economy, by 1980 the introduction of light industry, combined with the growth of the Dallas metropolitan area, produced a successful diversified economy. In 1980 the number of business establishments totaled 2,388; 25 percent of the population was employed in manufacturing and 23 percent in wholesale and retail trade. Most of the population, 59 percent, worked outside the county. The economic growth between 1960 and 1980 accompanied a comparable population growth. Plano, eighteen miles northeast of Dallas, had the most dramatic increase of all Collin County towns: in 1960 Plano's population was 3,695, and twenty years later it was 72,331. Overall, Collin County's population increased from 41,692 in 1960 to 144,576 in 1980. Subsequently it continued to grow, largely as a result of the development of the suburbs in and around Plano. By 1990 the number of residents in Plano increased to 128,673, and the population of the county as a whole grew to 264,036, nearly double what it had been only a decade before. Many of the new arrivals in the county are from areas outside of Texas. As of 2014, the population of the county was 885,241, and the population of Plano was 278,495.

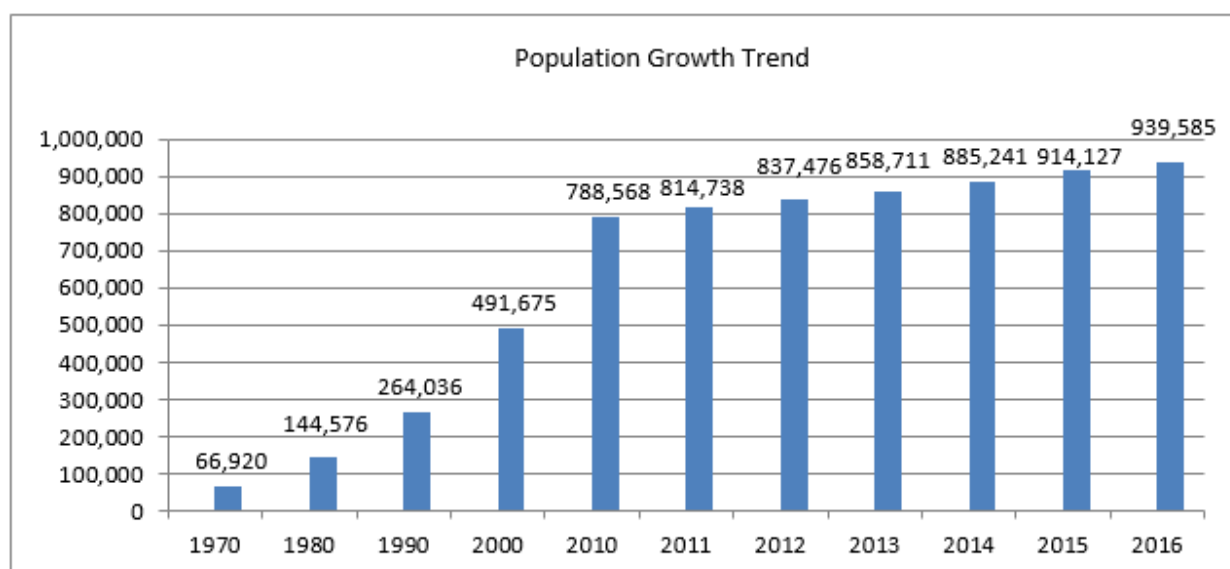
Though before 1970 the voters of the county were staunchly Democratic, from 1972 to 1992 they consistently chose Republican presidential candidates, and Republicans also made inroads in state and local races. Other changes have occurred. Due to the large number of young families that have moved to the area, the average age has dropped considerably, and education levels have been steadily rising. Hispanics, traditionally only a small minority in the county, now outnumber African-Americans, and the number of Asians is increasing rapidly. In 2014 about 61.2 percent of the population was Anglo, 15 percent Hispanic, 9.4 percent African American, and 12.3 percent Asian. Collin County is well on its way to being one of the most densely populated counties in Texas. The largest city, Plano, overshadows the county seat as the business and

educational center of the county. The diversified economy continues to diminish the number of farms. At its 150th anniversary the county little resembled what was settled in the 1840s.

Source: David Minor, "COLLIN COUNTY," *Handbook of Texas* David Minor, "COLLIN COUNTY," *Handbook of Texas Online*, (<http://www.tshaonline.org/handbook/online/articles/hcc16>), accessed October 18, 2017. Uploaded on June 12, 2010. Modified on January 25, 2016. Published by the Texas State Historical Association.

## Population

Figure 16 – Population



Collin County's population is among the fastest growing in the United States. The population estimate for 2016 shows a 20.09% growth since the 2010 Census, according to the United States Census Bureau. This corresponds to average annual growth of 3%.

The American Community Survey for the U.S. Census Bureau estimates for Collin County show a population composition as follows:

Table 10 – Population Composition by Age

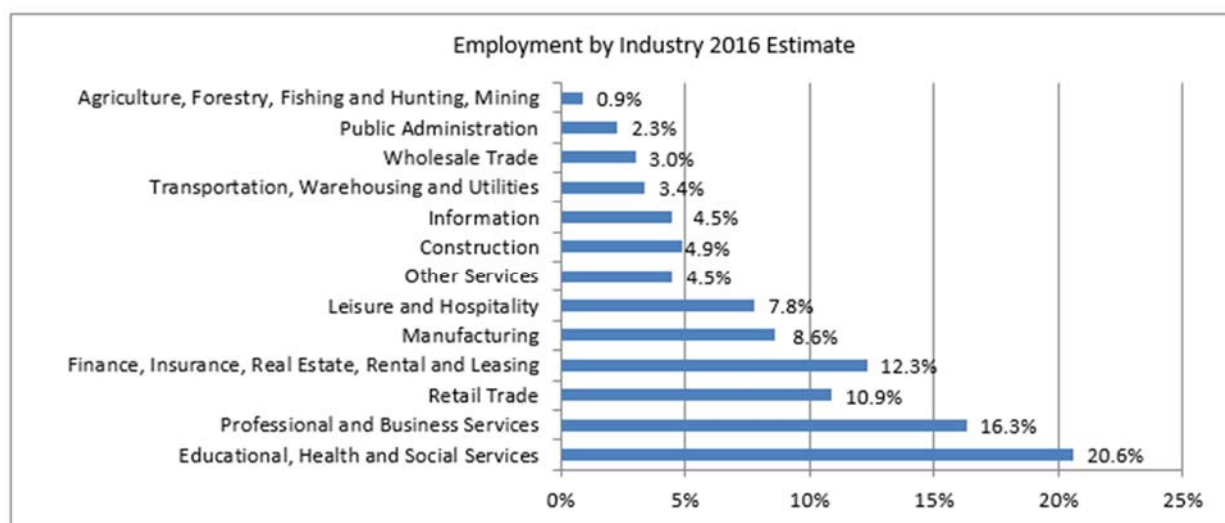
| AGE BREAKDOWN | COLLIN COUNTY 2010 | COLLIN COUNTY 2016 |
|---------------|--------------------|--------------------|
| 65 and Over   | 7.68%              | 10.48%             |
| 45 to 64      | 24.96%             | 26.25%             |
| 25 to 44      | 31.41%             | 28.52%             |
| 5 to 24       | 28.44%             | 28.37%             |
| Under 5       | 7.52%              | 6.38%              |

Table 11 – Population Composition Race and Ethnic Group

| RACE AND ETHNIC GROUPS             | COLLIN COUNTY<br>2010 | COLLIN COUNTY<br>2016 |
|------------------------------------|-----------------------|-----------------------|
| White                              | 71.58%                | 70.41%                |
| African American                   | 8.49%                 | 9.34%                 |
| American Indian or Native American | 0.57%                 | 0.38%                 |
| Asian                              | 11.22%                | 14.10%                |
| Other                              | 5.12%                 | 2.54%                 |
| Two or more races                  | 2.96%                 | 3.22%                 |
| Hispanic or Latino Origin          | 14.74%                | 15.14%                |

## Economy

Figure 17 – Employment by Industry



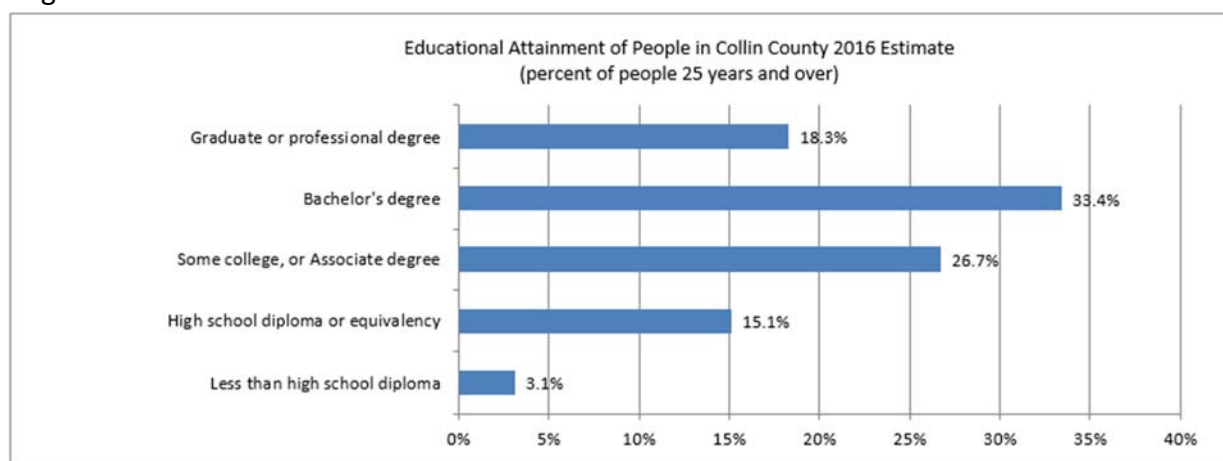
Estimated in 2016, for the employed population sixteen years and older, the leading industries in Collin County were Education, Health, and Social Services (20.6%) as well as Professional and Business Services (16.3%). Among the most common occupations were management, business, science, and art related occupations. Second would be sales and office occupations. Eighty-five percent of the people employed were private wage and salary workers; nine percent federal, state or local government workers; and six percent were self-employed.

Eighty-two percent of Collin County workers drove to work alone in 2016, seven percent carpooled, one percent took public transportation, one percent walked, and one percent used other means. The remaining eight percent worked at home. Among those who commuted to work, it took them on average twenty-nine minutes to get to work.

The median income of households in Collin County was \$89,638. Eighty-eight percent of households received earnings and twelve percent received retirement income other than Social Security. Eighteen percent of the households received Social Security. These income sources are not mutually exclusive.

In 2016, ninety-four percent of people twenty-five years and over had at least graduated from high school and fifty-two percent had a bachelor's degree or higher. The total school enrollment in Collin County was 269,751 in 2016. Preprimary school enrollment was 14,092 and elementary or high school enrollment was 177,943 children. College enrollment was 59,273.

Figure 18 – Educational Attainment



Source: U.S. Census Bureau  
American Community Survey Office, 2016 1 year estimate

### Top 10 Taxpayers

Table 12 – 2017 Top 10 Tax Payers

| Taxpayer                                | Market Value  | Taxable Value |
|-----------------------------------------|---------------|---------------|
| CORPORATE PROPERTIES TRUST I SPE #1 LLC | \$685,493,462 | \$685,493,462 |
| ONCOR ELECTRIC DELIVERY COMPANY         | \$513,572,583 | \$511,950,135 |
| TOYOTA MOTOR NORTH AMERICA INC          | \$358,743,658 | \$358,743,658 |
| STONEBRIAR MALL LLC                     | \$294,907,713 | \$294,907,713 |
| SILOS HARVESTING PARTNERS LP            | \$245,000,000 | \$245,000,000 |
| LEGACY WEST INVESTORS LP                | \$221,702,635 | \$221,702,635 |
| BANK OF AMERICA NA                      | \$198,249,810 | \$198,249,810 |
| TEXAS INSTRUMENTS INC                   | \$201,766,857 | \$195,581,438 |
| HP ENTERPRISE SERVICES LLC              | \$178,540,755 | \$178,540,755 |
| CAPITAL ONE NATIONAL ASSOCIATION        | \$190,788,000 | \$169,922,902 |

*Source: Collin County Central Appraisal District  
2017 Top Taxpayer Report*

### Top 10 Employers

Table 13 – 2017 Top 10 Employers

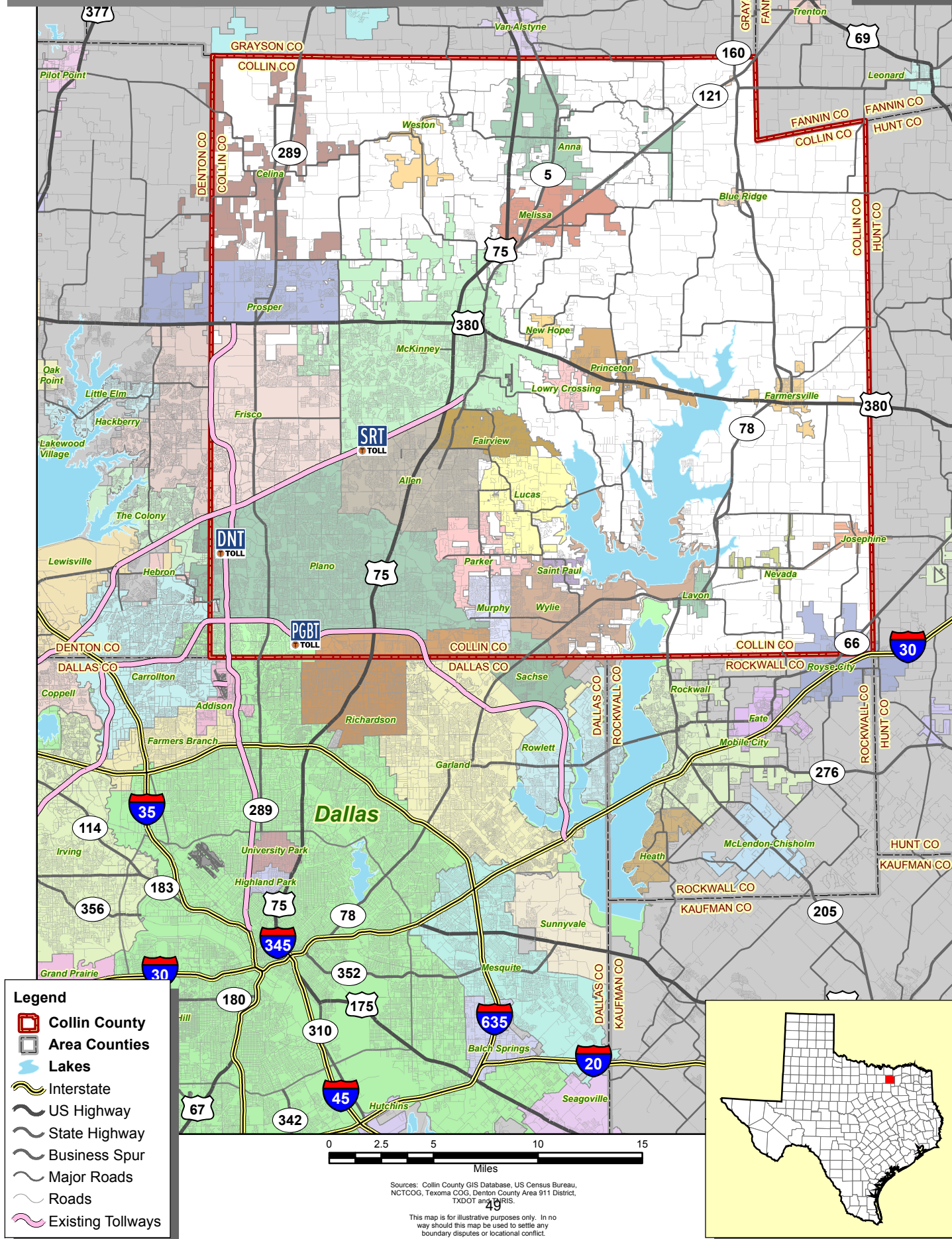
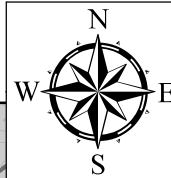
| Employer                            | Employees | Industry                           |
|-------------------------------------|-----------|------------------------------------|
| HP ENTERPRISE SERVICES LLC          | 10,000    | Professional/Scientific/ Technical |
| JP MORGAN CHASE & CO.               | 6,000     | Finance/Insurance                  |
| BANK OF AMERICA HOME LOANS          | 4,646     | Finance/Insurance                  |
| LIBERTY MUTUAL INSURANCE            | 4,000     | Finance/Insurance                  |
| TOYOTA                              | 4,000     | Manufacturing                      |
| JC PENNEY (CORPORATE HQ)            | 3,800     | Retail Trade                       |
| CAPITAL ONE                         | 3,683     | Finance/Insurance                  |
| UNIVERSITY OF TEXAS AT DALLAS       | 3,500     | Education                          |
| BLUE CROSS AND BLUE SHIELD OF TEXAS | 3,100     | Finance/Insurance                  |
| MEDICAL CENTER OF PLANO (HCA INC)   | 3,000     | Health Care/Social Assistance      |

*Source: North Central Texas Council of Governments*

<http://features.dfwmaps.com/Reports/EmployersWithinPlace.aspx?placetype=County&placeid=Collin>  
(Accessed on November 17, 2017)



# Collin County, Texas and Surrounding Area





## **PERSONNEL**

# Positions by Fund & Department

5-Year Detail

| DEPARTMENT              |                              | FY 2014<br>ADOPTED | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>REVISED | FY 2018<br>ADOPTED |
|-------------------------|------------------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|
| <b>001 General Fund</b> |                              |                    |                    |                    |                    |                    |                    |
| 0101                    | County Judge                 | 1                  | 1                  | 1                  | 1                  | 1                  | 1                  |
| 0150                    | Commissioners Court          | 0                  | 0                  | 0                  | 0                  | 0                  | 0                  |
| 0151                    | Commissioner, Pct 1          | 1                  | 1                  | 1                  | 1                  | 1                  | 1                  |
| 0151                    | Commissioner, Pct 2          | 1                  | 1                  | 1                  | 1                  | 1                  | 1                  |
| 0153                    | Commissioner, Pct 3          | 1                  | 1                  | 1                  | 1                  | 1                  | 1                  |
| 0154                    | Commissioner, Pct 4          | 1                  | 1                  | 1                  | 1                  | 1                  | 1                  |
| 0201                    | Administrative Services      | 8                  | 8                  | 8                  | 8                  | 8                  | 8                  |
| 0301                    | Human Resources              | 17                 | 17                 | 17                 | 18                 | 18                 | 18                 |
| 0320                    | Risk Management              | 2                  | 2                  | 2                  | 2                  | 2                  | 2                  |
| 0330                    | HR - Civil Service           | 1                  | 1                  | 1                  | 1                  | 1                  | 1                  |
| 0401                    | Budget                       | 6                  | 6                  | 6                  | 6                  | 6                  | 6                  |
| 0420                    | Support Services             | 4                  | 4                  | 4                  | 4                  | 4                  | 4                  |
| 0450                    | Court Collections            | 0                  | 0                  | 0                  | 0                  | 0                  | 0                  |
| 0501                    | Elections Administration     | 13                 | 15                 | 15                 | 15                 | 15                 | 15                 |
| 0601                    | Information Technology       | 31                 | 33                 | 34                 | 35                 | 34                 | 34                 |
| 0620                    | Telecommunications           | 8                  | 8                  | 8                  | 8                  | 8                  | 8                  |
| 0630                    | Records                      | 9                  | 9                  | 9                  | 9                  | 9                  | 9                  |
| 0640                    | ERP                          | 4                  | 4                  | 4                  | 4                  | 4                  | 4                  |
| 0650                    | GIS/Rural Addressing         | 6                  | 6                  | 6                  | 6                  | 6                  | 6                  |
| 0701                    | Veterans Service Office      | 3                  | 3                  | 3                  | 3                  | 3                  | 3                  |
| 0801                    | County Clerk                 | 29                 | 29                 | 29                 | 29                 | 29                 | 29                 |
| 0820                    | County Court at Law Clerks   | 28                 | 28                 | 31                 | 33                 | 33                 | 35                 |
| 0821                    | Indigent Defense Coordinator | 2                  | 2                  | 2                  | 0                  | 0                  | 0                  |
| 0822                    | Court Collections            | 6                  | 5                  | 5                  | 5                  | 5                  | 5                  |
| 0830                    | County Clerk Treasury        | 5                  | 5                  | 6                  | 6                  | 6                  | 6                  |
| 0860                    | County Clerk Probate/Mental  | 5                  | 5                  | 6                  | 6                  | 6                  | 7                  |
| 0901                    | Medical Examiner             | 8                  | 9                  | 9                  | 11                 | 11                 | 11                 |
| 1001                    | Non Departmental             | 96                 | 91                 | 91                 | 91                 | 91                 | 95                 |
| 2010                    | County Court at Law 1        | 4                  | 4                  | 4                  | 4                  | 4                  | 4                  |
| 2020                    | County Court at Law 2        | 4                  | 4                  | 4                  | 4                  | 4                  | 4                  |
| 2030                    | County Court at Law 3        | 4                  | 4                  | 4                  | 4                  | 4                  | 4                  |

## Positions by Fund & Department

5-Year Detail

| DEPARTMENT |                               | FY 2014<br>ADOPTED | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>REVISED | FY 2018<br>ADOPTED |
|------------|-------------------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|
| 2040       | County Court at Law 4         | 4                  | 4                  | 4                  | 4                  | 4                  | 4                  |
| 2050       | County Court at Law 5         | 4                  | 4                  | 4                  | 4                  | 4                  | 4                  |
| 2060       | County Court at Law 6         | 4                  | 4                  | 4                  | 4                  | 4                  | 4                  |
| 2070       | County Court at Law 7         | 0                  | 0                  | 4                  | 4                  | 4                  | 4                  |
| 2180       | County Court Probate          | 4                  | 4                  | 4                  | 4                  | 4                  | 4                  |
| 2301       | District Clerk                | 60                 | 60                 | 65                 | 66                 | 66                 | 68                 |
| 2302       | District Clerk Passport       | 4                  | 4                  | 4                  | 4                  | 4                  | 4                  |
| 2330       | Jury Management               | 4                  | 4                  | 4                  | 4                  | 4                  | 4                  |
| 2401       | Justice of the Peace, Shared  | 1                  | 1                  | 1                  | 1                  | 1                  | 3                  |
| 2410       | Justice of the Peace, Pct 1   | 7                  | 7                  | 7                  | 7                  | 7                  | 7                  |
| 2420       | Justice of the Peace, Pct 2   | 6                  | 6                  | 6                  | 6                  | 6                  | 5                  |
| 2430       | Justice of the Peace, Pct 3-1 | 6                  | 6                  | 6                  | 6                  | 6                  | 7                  |
| 2440       | Justice of the Peace, Pct 4   | 8                  | 8                  | 8                  | 8                  | 8                  | 8                  |
| 2450       | Justice of the Peace, Pct 3-2 | 6                  | 6                  | 6                  | 6                  | 6                  | 5                  |
| 2501       | District Courts Shared        | 5                  | 5                  | 5                  | 5                  | 4                  | 4                  |
| 2510       | 199th District Court          | 4                  | 4                  | 4                  | 4                  | 4                  | 4                  |
| 2520       | 219th District Court          | 4                  | 4                  | 4                  | 4                  | 4                  | 4                  |
| 2530       | 296th District Court          | 4                  | 5                  | 4                  | 4                  | 4                  | 4                  |
| 2540       | 366th District Court          | 4                  | 4                  | 4                  | 4                  | 4                  | 4                  |
| 2550       | 380th District Court          | 4                  | 4                  | 4                  | 4                  | 4                  | 4                  |
| 2560       | 401st District Court          | 4                  | 4                  | 4                  | 4                  | 4                  | 4                  |
| 2570       | 416th District Court          | 4                  | 4                  | 4                  | 4                  | 4                  | 4                  |
| 2580       | 417th District Court          | 4                  | 4                  | 4                  | 4                  | 4                  | 4                  |
| 2590       | 429th District Court          | 4                  | 4                  | 4                  | 4                  | 4                  | 4                  |
| 2610       | 469th District Court          | 0                  | 0                  | 4                  | 4                  | 4                  | 4                  |
| 2620       | 470th District Court          | 0                  | 0                  | 4                  | 4                  | 4                  | 4                  |
| 3001       | County Auditor                | 31                 | 31                 | 31                 | 32                 | 32                 | 32                 |
| 3101       | Tax Assessor/Collector        | 85                 | 88                 | 94                 | 94                 | 103                | 103                |
| 3201       | Purchasing                    | 15                 | 15                 | 15                 | 15                 | 15                 | 15                 |
| 3501       | District Attorney             | 117                | 121                | 126                | 129                | 129                | 130                |
| 4010       | Facility Management           | 49                 | 49                 | 50                 | 50                 | 50                 | 51                 |
| 4030       | Construction & Projects       | 4                  | 4                  | 4                  | 4                  | 4                  | 4                  |

## Positions by Fund & Department

5-Year Detail

| DEPARTMENT                    |                                | FY 2014<br>ADOPTED | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>REVISED | FY 2018<br>ADOPTED |
|-------------------------------|--------------------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|
| 4401                          | Equipment Services             | 14                 | 14                 | 14                 | 14                 | 14                 | 14                 |
| 5001                          | Sheriff                        | 145                | 146                | 152                | 153                | 152                | 168                |
| 5030                          | Jail Operations                | 259                | 260                | 260                | 260                | 260                | 260                |
| 5050                          | Minimum Sec Ops                | 44                 | 44                 | 44                 | 44                 | 44                 | 44                 |
| 5060                          | Fusion Center                  | 0                  | 0                  | 0                  | 6                  | 6                  | 6                  |
| 5070                          | Holding - Inmate Transfer      | 35                 | 35                 | 35                 | 37                 | 37                 | 37                 |
| 5080                          | Pre-Trial Release              | 0                  | 0                  | 0                  | 0                  | 0                  | 0                  |
| 5090                          | County Corrections             | 3                  | 3                  | 3                  | 3                  | 3                  | 3                  |
| 5110                          | Child Abuse Task Force         | 3                  | 3                  | 2                  | 2                  | 2                  | 2                  |
| 5509                          | Constable - Shared             | 0                  | 0                  | 0                  | 0                  | 0                  | 0                  |
| 5510                          | Constable Pct 1                | 8                  | 8                  | 8                  | 8                  | 8                  | 8                  |
| 5530                          | Constable Pct 2                | 5                  | 5                  | 6                  | 5                  | 5                  | 5                  |
| 5550                          | Constable Pct 3                | 12                 | 13                 | 12                 | 12                 | 12                 | 12                 |
| 5570                          | Constable Pct 4                | 8                  | 10                 | 8                  | 9                  | 8                  | 8                  |
| 5701                          | Fire Marshal                   | 5                  | 5                  | 5                  | 5                  | 5                  | 5                  |
| 5801                          | Homeland Security              | 9                  | 9                  | 9                  | 0                  | 0                  | 0                  |
| 5901                          | Highway Patrol                 | 2                  | 2                  | 2                  | 2                  | 2                  | 2                  |
| 5950                          | Emergency Management           | 0                  | 0                  | 0                  | 4                  | 2                  | 2                  |
| 6030                          | Substance Abuse                | 3                  | 3                  | 3                  | 3                  | 3                  | 3                  |
| 6290                          | Indigent Defense Coordinator   | 0                  | 0                  | 0                  | 6                  | 6                  | 6                  |
| 6401                          | Juvenile Probation             | 43                 | 43                 | 44                 | 44                 | 44                 | 44                 |
| 6420                          | Juvenile Detention             | 85                 | 85                 | 85                 | 91                 | 91                 | 92                 |
| 6460                          | Juvenile Alt Education (JJAEP) | 6                  | 6                  | 6                  | 6                  | 6                  | 6                  |
| 7001                          | County Extension Service       | 7                  | 7                  | 7                  | 7                  | 7                  | 7                  |
| 7801                          | Myers Park                     | 11                 | 11                 | 11                 | 11                 | 11                 | 11                 |
| 7820                          | Farm Museum                    | 1                  | 1                  | 1                  | 1                  | 1                  | 1                  |
| 8201                          | County Development Services    | 9                  | 9                  | 9                  | 9                  | 9                  | 9                  |
| <b>001 General Fund Total</b> |                                | <b>1,485</b>       | <b>1,497</b>       | <b>1,535</b>       | <b>1,560</b>       | <b>1,563</b>       | <b>1,592</b>       |

## Positions by Fund & Department

5-Year Detail

| DEPARTMENT                                           |                                      | FY 2014<br>ADOPTED | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>REVISED | FY 2018<br>ADOPTED |
|------------------------------------------------------|--------------------------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|
| <b>010 Road &amp; Bridge Fund</b>                    |                                      |                    |                    |                    |                    |                    |                    |
| 7501                                                 | Road & Bridge                        | 90                 | 90                 | 90                 | 90                 | 90                 | 90                 |
| 7520                                                 | Engineering                          | 3                  | 3                  | 3                  | 4                  | 4                  | 4                  |
| 7540                                                 | Public Services                      | 5                  | 5                  | 5                  | 5                  | 5                  | 5                  |
| 7560                                                 | Special Projects                     | 1                  | 1                  | 1                  | 1                  | 1                  | 1                  |
| <b>010 Road &amp; Bridge Fund Total</b>              |                                      | <b>99</b>          | <b>99</b>          | <b>99</b>          | <b>100</b>         | <b>100</b>         | <b>100</b>         |
| <b>018 Juvenile Fund</b>                             |                                      |                    |                    |                    |                    |                    |                    |
| 6401                                                 | Juvenile Probation                   | 0                  | 0                  | 0                  | 0                  | 0                  | 0                  |
| 6420                                                 | Juvenile Detention                   | 0                  | 0                  | 0                  | 0                  | 0                  | 0                  |
| 6440                                                 | Juvenile - Community Corrections     | 0                  | 0                  | 0                  | 0                  | 0                  | 0                  |
| <b>018 Juvenile Fund Total</b>                       |                                      | <b>-</b>           | <b>-</b>           | <b>-</b>           | <b>-</b>           | <b>-</b>           | <b>-</b>           |
| <b>020 Jury Management Fund</b>                      |                                      |                    |                    |                    |                    |                    |                    |
| 2330                                                 | Jury Management                      | 0                  | 0                  | 0                  | 0                  | 0                  | 0                  |
| <b>021 Law Library Fund</b>                          |                                      |                    |                    |                    |                    |                    |                    |
| 0430                                                 | Law Library                          | 3                  | 3                  | 3                  | 3                  | 3                  | 3                  |
| <b>022 Myers Park Fund</b>                           |                                      |                    |                    |                    |                    |                    |                    |
| 7801                                                 | Myers Park                           | 0                  | 0                  | 0                  | 0                  | 0                  | 0                  |
| 7820                                                 | Farm Museum                          | 0                  | 0                  | 0                  | 0                  | 0                  | 0                  |
| <b>022 Myers Park Fund Total</b>                     |                                      | <b>-</b>           | <b>-</b>           | <b>-</b>           | <b>-</b>           | <b>-</b>           | <b>-</b>           |
| <b>025 County Clerk Document Preservation Fund</b>   |                                      |                    |                    |                    |                    |                    |                    |
| 0840                                                 | County Clerk Records Management      | 5                  | 5                  | 5                  | 5                  | 5                  | 5                  |
| <b>026 District Clerk Document Preservation Fund</b> |                                      |                    |                    |                    |                    |                    |                    |
| 2340                                                 | District Clerk Document Preservation | 2                  | 2                  | 2                  | 2                  | 2                  | 2                  |
| <b>029 Courthouse Security Fund</b>                  |                                      |                    |                    |                    |                    |                    |                    |
| 5040                                                 | Courthouse Security                  | 0                  | 0                  | 0                  | 13                 | 13                 | 13                 |
| 5840                                                 | Courthouse Security                  | 13                 | 13                 | 13                 | 0                  | 0                  | 0                  |
| <b>029 Courthouse Security Fund Total</b>            |                                      | <b>13</b>          | <b>13</b>          | <b>13</b>          | <b>13</b>          | <b>13</b>          | <b>13</b>          |

## Positions by Fund & Department

5-Year Detail

| DEPARTMENT                                     |                                | FY 2014<br>ADOPTED | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>REVISED | FY 2018<br>ADOPTED |
|------------------------------------------------|--------------------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|
| <b>030 Development Services Fund</b>           |                                |                    |                    |                    |                    |                    |                    |
| 8201                                           | County Development Services    | 0                  | 0                  | 0                  | 0                  | 0                  | 0                  |
| <b>040 Healthcare Foundation</b>               |                                |                    |                    |                    |                    |                    |                    |
| 6001                                           | Health Care Services           | 30                 | 31                 | 33                 | 34                 | 36                 | 36                 |
| <b>041 Juvenile Alternative Education Fund</b> |                                |                    |                    |                    |                    |                    |                    |
| 6460                                           | Juvenile Alt Education (JJAEP) | 0                  | 0                  | 0                  | 0                  | 0                  | 0                  |
| <b>049 DA Pretrial Intervention Program</b>    |                                |                    |                    |                    |                    |                    |                    |
| 3560                                           | DA Pre Trial Intervention      | 0                  | 0                  | 0                  | 0                  | 1                  | 1                  |
| <b>054 Probate Guardianship Fund</b>           |                                |                    |                    |                    |                    |                    |                    |
| 2182                                           | Probate Guardianship           | 1                  | 1                  | 1                  | 1                  | 1                  | 1                  |
| <b>102 Bioterrorism Grant Fund</b>             |                                |                    |                    |                    |                    |                    |                    |
| 5860                                           | Bioterrorism                   | 9                  | 9                  | 9                  | 8                  | 8                  | 8                  |
| <b>108 WIC</b>                                 |                                |                    |                    |                    |                    |                    |                    |
| 6060                                           | WIC Services                   | 27                 | 27                 | 27                 | 27                 | 27                 | 27                 |
| <b>180 State Grants Fund</b>                   |                                |                    |                    |                    |                    |                    |                    |
| 6430                                           | Juvenile Probation Grant       | 1                  | 1                  | 1                  | 1                  | 1                  | 1                  |
| <b>505 Employee Insurance Fund</b>             |                                |                    |                    |                    |                    |                    |                    |
| 6020                                           | Employee Clinic                | 2                  | 2                  | 2                  | 2                  | 2                  | 2                  |
| <b>507 Animal Safety Fund</b>                  |                                |                    |                    |                    |                    |                    |                    |
| 8301                                           | Animal Shelter                 | 8                  | 8                  | 8                  | 8                  | 8                  | 9                  |
| 8330                                           | Animal Control                 | 8                  | 8                  | 8                  | 8                  | 8                  | 8                  |
| <b>507 Animal Safety Fund Total</b>            |                                | <b>16</b>          | <b>16</b>          | <b>16</b>          | <b>16</b>          | <b>16</b>          | <b>17</b>          |

## Positions by Fund & Department

5-Year Detail

| DEPARTMENT                        |                                     | FY 2014<br>ADOPTED  | FY 2015<br>ADOPTED  | FY 2016<br>ADOPTED  | FY 2017<br>ADOPTED  | FY 2017<br>REVISED  | FY 2018<br>ADOPTED  |
|-----------------------------------|-------------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| <b>65x CSCD Funds</b>             |                                     |                     |                     |                     |                     |                     |                     |
| 6101                              | CSCD - Basic Supervision            | 95                  | 95                  | 93                  | 93                  | 98                  | 98                  |
| 6110                              | CSCD - Community Corrections        | 4                   | 4                   | 4                   | 4                   | 4                   | 4                   |
| 6112                              | CSCD - CCP New Caseload             | 0                   | 0                   | 0                   | 0                   | 0                   | 0                   |
| 6113                              | CSCD - Personal Bond/Surety Program | 2                   | 2                   | 4                   | 4                   | 4                   | 4                   |
| 6140                              | CSCD - DP SC Sex Offender           | 3                   | 3                   | 3                   | 3                   | 3                   | 3                   |
| 6141                              | CSCD - DP SC Mentally Impaired      | 2                   | 2                   | 2                   | 2                   | 2                   | 2                   |
| 6142                              | CSCD - DP SC Youthful Offender      | 0                   | 0                   | 0                   | 0                   | 0                   | 0                   |
| 6143                              | CSCD - DP SC Substance Abuse        | 3                   | 3                   | 3                   | 3                   | 3                   | 3                   |
| <b>65x CSCD Funds Total</b>       |                                     | <b>109</b>          | <b>109</b>          | <b>109</b>          | <b>109</b>          | <b>114</b>          | <b>114</b>          |
| <b>Total Authorized Positions</b> |                                     | <b><u>1,802</u></b> | <b><u>1,815</u></b> | <b><u>1,855</u></b> | <b><u>1,881</u></b> | <b><u>1,892</u></b> | <b><u>1,922</u></b> |

## FY 2018 Position Changes

| DEPARTMENT / POSITION                                    | QUANTITY<br>REQUESTED | POSITION<br>SALARY | SALARY & BENEFITS<br>BUDGET IMPACT | QUANTITY<br>ADOPTED | SALARY & BENEFITS<br>BUDGET IMPACT |
|----------------------------------------------------------|-----------------------|--------------------|------------------------------------|---------------------|------------------------------------|
| <b>001 General Fund</b>                                  |                       |                    |                                    |                     |                                    |
| <b>0309 Human Resources - Shared</b>                     |                       |                    |                                    |                     |                                    |
| Sheriff's Office Temp Pool - PT                          | 30                    | \$ 24,917          | \$ 875,607                         | 0                   | \$ -                               |
| Sheriff's Office Temp Pool - Temp PT                     | <u>30</u>             | <u>\$ 24,917</u>   | <u>\$ 804,695</u>                  | <u>0</u>            | <u>\$ -</u>                        |
|                                                          | <b>60</b>             | <b>\$ 49,834</b>   | <b>\$ 1,680,302</b>                | <b>0</b>            | <b>\$ -</b>                        |
| <b>0501 Elections</b>                                    |                       |                    |                                    |                     |                                    |
| Functional Analyst                                       | <u>1</u>              | <u>\$ 55,424</u>   | <u>\$ 77,314</u>                   | <u>0</u>            | <u>\$ -</u>                        |
|                                                          | <b>1</b>              | <b>\$ 55,424</b>   | <b>\$ 77,314</b>                   | <b>0</b>            | <b>\$ -</b>                        |
| <b>0630 IT - Records</b>                                 |                       |                    |                                    |                     |                                    |
| ERMS Specialist                                          | 1                     | \$ 44,862          | \$ 65,034                          | 1                   | \$ 65,034                          |
| Tech II                                                  | <u>-1</u>             | <u>\$ (39,010)</u> | <u>\$ (58,231)</u>                 | <u>-1</u>           | <u>\$ (58,231)</u>                 |
|                                                          | <b>0</b>              | <b>\$ 5,852</b>    | <b>\$ 6,804</b>                    | <b>0</b>            | <b>\$ 6,804</b>                    |
| <b>0820 County Court at Law Clerk</b>                    |                       |                    |                                    |                     |                                    |
| Deputy Clerk II - Criminal<br>(Quality Control)          | <u>2</u>              | <u>\$ 36,021</u>   | <u>\$ 109,512</u>                  | <u>2</u>            | <u>\$ 109,512</u>                  |
|                                                          | <b>2</b>              | <b>\$ 36,021</b>   | <b>\$ 109,512</b>                  | <b>2</b>            | <b>\$ 109,512</b>                  |
| <b>0860 County Clerk - Probate / Mental</b>              |                       |                    |                                    |                     |                                    |
| Deputy Clerk II (Mental)                                 | <u>1</u>              | <u>\$ 36,021</u>   | <u>\$ 54,756</u>                   | <u>1</u>            | <u>\$ 54,756</u>                   |
|                                                          | <b>1</b>              | <b>\$ 36,021</b>   | <b>\$ 54,756</b>                   | <b>1</b>            | <b>\$ 54,756</b>                   |
| <b>0901 Medical Examiner</b>                             |                       |                    |                                    |                     |                                    |
| Tech I (Part-time)                                       | 1                     | \$ 14,110          | \$ 16,623                          | 0                   | \$ -                               |
| Field Agent                                              | -1                    | \$ (68,621)        | \$ (92,657)                        | -1                  | \$ (92,657)                        |
| Chief Field Agent                                        | 1                     | \$ 75,483          | \$ 100,634                         | 1                   | \$ 100,634                         |
| Field Agent                                              | -1                    | \$ (57,696)        | \$ (79,955)                        | 0                   | \$ -                               |
| Deputy Chief Field Agent                                 | 1                     | \$ 60,581          | \$ 83,309                          | 0                   | \$ -                               |
| Field Agent                                              | <u>3</u>              | <u>\$ 50,539</u>   | <u>\$ 214,903</u>                  | <u>0</u>            | <u>\$ -</u>                        |
|                                                          | <b>4</b>              | <b>\$ 74,396</b>   | <b>\$ 242,858</b>                  | <b>0</b>            | <b>\$ 7,978</b>                    |
| <b>1001 Non-Departmental Contingency</b>                 |                       |                    |                                    |                     |                                    |
| Deputy Sheriff (Patrol)                                  | 4                     | \$ 56,800          | \$ 315,654                         | 3                   | \$ 236,740                         |
| Collections Clerk                                        | <u>1</u>              | <u>\$ 33,306</u>   | <u>\$ 51,599</u>                   | <u>1</u>            | <u>\$ 51,599</u>                   |
|                                                          | <b>5</b>              | <b>\$ 90,106</b>   | <b>\$ 367,253</b>                  | <b>4</b>            | <b>\$ 288,340</b>                  |
| <b>2301 District Clerk - Admin</b>                       |                       |                    |                                    |                     |                                    |
| Deputy District Clerk II - Criminal<br>(Quality Control) | 1                     | \$ 36,021          | \$ 54,756                          | 1                   | \$ 54,756                          |
| Collections Clerk                                        | 1                     | \$ 33,306          | \$ 51,599                          | 0                   | \$ -                               |
| Deputy District Clerk I (Civil/Family)                   | <u>1</u>              | <u>\$ 33,306</u>   | <u>\$ 51,599</u>                   | <u>1</u>            | <u>\$ 51,599</u>                   |
|                                                          | <b>3</b>              | <b>\$ 102,633</b>  | <b>\$ 157,955</b>                  | <b>2</b>            | <b>\$ 106,355</b>                  |

## FY 2018 Position Changes

| DEPARTMENT / POSITION                            | QUANTITY REQUESTED | POSITION SALARY    | SALARY & BENEFITS BUDGET IMPACT | QUANTITY ADOPTED | SALARY & BENEFITS BUDGET IMPACT |
|--------------------------------------------------|--------------------|--------------------|---------------------------------|------------------|---------------------------------|
| <b>2401 Justice of the Peace - Shared</b>        |                    |                    |                                 |                  |                                 |
| Legal Clerk I (Magistration)                     | <u>3</u>           | \$ 30,903          | \$ 146,417                      | <u>2</u>         | \$ 97,611                       |
|                                                  | <b>3</b>           | <b>\$ 30,903</b>   | <b>\$ 146,417</b>               | <b>2</b>         | <b>\$ 97,611</b>                |
| <b>2420 Justice of the Peace No. 2</b>           |                    |                    |                                 |                  |                                 |
| Legal Clerk I                                    | <u>-1</u>          | \$ (30,297)        | \$ (48,101)                     | <u>-1</u>        | \$ (48,101)                     |
|                                                  | <b>-1</b>          | <b>\$ (30,297)</b> | <b>\$ (48,101)</b>              | <b>-1</b>        | <b>\$ (48,101)</b>              |
| <b>2430 Justice of the Peace No. 3-1</b>         |                    |                    |                                 |                  |                                 |
| Legal Clerk II                                   | <u>1</u>           | \$ 33,306          | \$ 51,599                       | <u>1</u>         | \$ 51,599                       |
|                                                  | <b>1</b>           | <b>\$ 33,306</b>   | <b>\$ 51,599</b>                | <b>1</b>         | <b>\$ 51,599</b>                |
| <b>2450 Justice of the Peace No. 3-2</b>         |                    |                    |                                 |                  |                                 |
| Legal Clerk I                                    | <u>-1</u>          | \$ (30,297)        | \$ (48,101)                     | <u>-1</u>        | \$ (48,101)                     |
|                                                  | <b>-1</b>          | <b>\$ (30,297)</b> | <b>\$ (48,101)</b>              | <b>-1</b>        | <b>\$ (48,101)</b>              |
| <b>3001 County Auditor</b>                       |                    |                    |                                 |                  |                                 |
| Accounts Payable Tech                            | <u>1</u>           | \$ 36,021          | \$ 54,756                       | <u>0</u>         | \$ -                            |
|                                                  | <b>1</b>           | <b>\$ 36,021</b>   | <b>\$ 54,756</b>                | <b>0</b>         | <b>\$ -</b>                     |
| <b>3101 Tax Assessor/Collector</b>               |                    |                    |                                 |                  |                                 |
| Property Tax Technician                          | -1                 | \$ (43,976)        | \$ (64,004)                     | 0                | \$ -                            |
| Tax Office Liason                                | 1                  | \$ 45,000          | \$ 65,195                       | 0                | \$ -                            |
| Vehicle Registration Clerk                       | 2                  | \$ 28,786          | \$ 92,689                       | 0                | \$ -                            |
| Title Specialist (Contingency Positions)         | 4                  | \$ 33,306          | \$ 206,397                      | 0                | \$ -                            |
| Vehicle Registration Clerk                       | 2                  | \$ 28,786          | \$ 92,689                       | 0                | \$ -                            |
| Title Specialist - McKinney                      | 1                  | \$ 33,306          | \$ 51,599                       | 0                | \$ -                            |
| Title Specialist - Plano                         | 1                  | \$ 33,306          | \$ 51,599                       | 0                | \$ -                            |
| Title Specialist - Frisco                        | 1                  | \$ 33,306          | \$ 51,599                       | 0                | \$ -                            |
| Lead Clerk - Wylie                               | 1                  | \$ 42,426          | \$ 62,202                       | 0                | \$ -                            |
| Vehicle Registration Clerk - Wylie               | 2                  | \$ 28,786          | \$ 92,689                       | 0                | \$ -                            |
| Title Specialist - Wylie                         | <u>3</u>           | \$ 33,306          | \$ 154,798                      | <u>0</u>         | \$ -                            |
|                                                  | <b>17</b>          | <b>\$ 296,338</b>  | <b>\$ 857,453</b>               | <b>0</b>         | <b>\$ -</b>                     |
| <b>3501 District Attorney</b>                    |                    |                    |                                 |                  |                                 |
| Chief Felony Prosecutor (Mental Health)          | <u>1</u>           | \$ 103,046         | \$ 132,679                      | <u>1</u>         | \$ 132,679                      |
|                                                  | <b>1</b>           | <b>\$ 103,046</b>  | <b>\$ 132,679</b>               | <b>1</b>         | <b>\$ 132,679</b>               |
| <b>4010 Building Superintendent (Facilities)</b> |                    |                    |                                 |                  |                                 |
| Building Maintenance Tech I                      | 1                  | \$ 39,042          | \$ 58,268                       | 1                | \$ 58,268                       |
| Painter                                          | 1                  | \$ 33,306          | \$ 51,599                       | 0                | \$ -                            |
| Groundskeeper                                    | <u>1</u>           | \$ 30,903          | \$ 48,806                       | <u>0</u>         | \$ -                            |
|                                                  | <b>3</b>           | <b>\$ 103,251</b>  | <b>\$ 158,673</b>               | <b>1</b>         | <b>\$ 58,268</b>                |

## FY 2018 Position Changes

| DEPARTMENT / POSITION                      | QUANTITY REQUESTED | POSITION SALARY     | SALARY & BENEFITS BUDGET IMPACT | QUANTITY ADOPTED | SALARY & BENEFITS BUDGET IMPACT |
|--------------------------------------------|--------------------|---------------------|---------------------------------|------------------|---------------------------------|
| <b>5001 Sheriff</b>                        |                    |                     |                                 |                  |                                 |
| Legal Advisor                              | 1                  | \$ 103,046          | \$ 132,679                      | 1                | \$ 132,679                      |
| Captain                                    | 1                  | \$ 79,744           | \$ 105,588                      | 1                | \$ 105,588                      |
| Deputy Sheriff (Training)                  | 1                  | \$ 56,800           | \$ 78,913                       | 1                | \$ 78,913                       |
| Deputy Sheriff (Patrol)                    | 9                  | \$ 56,800           | \$ 710,221                      | 9                | \$ 710,221                      |
| Dispatcher                                 | 3                  | \$ 40,359           | \$ 179,398                      | 3                | \$ 179,398                      |
| Student Resource Officer (Blue Ridge)      | <u>1</u>           | <u>\$ 56,800</u>    | <u>\$ 78,913</u>                | <u>1</u>         | <u>\$ 78,913</u>                |
|                                            | <b>16</b>          | <b>\$ 393,549</b>   | <b>\$ 1,285,713</b>             | <b>16</b>        | <b>\$ 1,206,800</b>             |
| <b>5510 Constable Pct 1</b>                |                    |                     |                                 |                  |                                 |
| Deputy Constable II                        | -1                 | \$ (57,881)         | \$ (80,170)                     | 0                | \$ -                            |
| Chief Deputy Constable                     | 1                  | <u>\$ 66,011</u>    | <u>\$ 89,622</u>                | <u>0</u>         | <u>\$ -</u>                     |
|                                            | <b>0</b>           | <b>\$ 8,130</b>     | <b>\$ 9,452</b>                 | <b>0</b>         | <b>\$ -</b>                     |
| <b>5570 Constable Pct 4</b>                |                    |                     |                                 |                  |                                 |
| Deputy Constable II                        | -1                 | \$ (71,715)         | \$ (96,254)                     | 0                | \$ -                            |
| Chief Deputy Constable                     | <u>1</u>           | <u>\$ 82,473</u>    | <u>\$ 108,761</u>               | <u>0</u>         | <u>\$ -</u>                     |
|                                            | <b>0</b>           | <b>\$ 10,758</b>    | <b>\$ 12,507</b>                | <b>0</b>         | <b>\$ -</b>                     |
| <b>6401 Juvenile Probation</b>             |                    |                     |                                 |                  |                                 |
| Juvenile Probation Officer                 | -1                 | \$ (57,578)         | \$ (79,818)                     | -1               | \$ (79,818)                     |
| Juvenile Resource/Special Programs Officer | <u>1</u>           | <u>\$ 63,336</u>    | <u>\$ 86,512</u>                | <u>1</u>         | <u>\$ 86,512</u>                |
|                                            | <b>0</b>           | <b>\$ 5,758</b>     | <b>\$ 6,694</b>                 | <b>0</b>         | <b>\$ 6,694</b>                 |
| <b>6420 Juvenile Detention</b>             |                    |                     |                                 |                  |                                 |
| Juvenile Services Compliance Officer       | <u>1</u>           | <u>\$ 55,424</u>    | <u>\$ 77,314</u>                | <u>1</u>         | <u>\$ 77,314</u>                |
|                                            | <b>1</b>           | <b>\$ 55,424</b>    | <b>\$ 77,314</b>                | <b>1</b>         | <b>\$ 77,314</b>                |
| <b>001 General Fund Total</b>              | <b>117</b>         | <b>\$ 1,466,177</b> | <b>\$ 5,393,807</b>             | <b>29</b>        | <b>\$ 2,187,420</b>             |
| <b>010 Road and Bridge Fund</b>            |                    |                     |                                 |                  |                                 |
| <b>7520 Engineering - Admin</b>            |                    |                     |                                 |                  |                                 |
| Engineering Technician                     | -1                 | \$ (41,594)         | \$ (61,235)                     | -1               | \$ (61,235)                     |
| Environmental Construction Specialist      | <u>1</u>           | <u>\$ 50,539</u>    | <u>\$ 71,634</u>                | <u>1</u>         | <u>\$ 71,634</u>                |
|                                            | <b>0</b>           | <b>\$ 8,945</b>     | <b>\$ 10,399</b>                | <b>0</b>         | <b>\$ 10,399</b>                |
| <b>040 Healthcare Foundation Fund</b>      |                    |                     |                                 |                  |                                 |
| <b>6001 Healthcare</b>                     |                    |                     |                                 |                  |                                 |
| Epidemiologist                             | <u>3</u>           | <u>\$ 58,553</u>    | <u>\$ 242,855</u>               | <u>0</u>         | <u>\$ -</u>                     |
|                                            | <b>3</b>           | <b>\$ 58,553</b>    | <b>\$ 242,855</b>               | <b>0</b>         | <b>\$ -</b>                     |

## FY 2018 Position Changes

| DEPARTMENT / POSITION         | QUANTITY<br>REQUESTED | POSITION<br>SALARY  | SALARY & BENEFITS<br>BUDGET IMPACT | QUANTITY<br>ADOPTED | SALARY & BENEFITS<br>BUDGET IMPACT |
|-------------------------------|-----------------------|---------------------|------------------------------------|---------------------|------------------------------------|
| <b>507 Animal Safety Fund</b> |                       |                     |                                    |                     |                                    |
| <b>8301 Animal Shelter</b>    |                       |                     |                                    |                     |                                    |
| Animal Services Lead          | <u>1</u>              | <u>\$ 39,042</u>    | <u>\$ 58,268</u>                   | <u>1</u>            | <u>\$ 58,268</u>                   |
|                               | <b>1</b>              | <b>\$ 39,042</b>    | <b>\$ 58,268</b>                   | <b>1</b>            | <b>\$ 58,268</b>                   |
| <b>Other Funds Total</b>      | <b>4</b>              | <b>\$ 106,540</b>   | <b>\$ 311,522</b>                  | <b>1</b>            | <b>\$ 68,667.49</b>                |
| <b>Grand Total</b>            | <b>121</b>            | <b>\$ 1,572,717</b> | <b>\$ 5,705,329</b>                | <b>30</b>           | <b>\$ 2,256,088</b>                |



## **FUND SUMMARIES**

**Collin County**  
**Adopted Combined Fund Summary (Excluding Bond Funds)**  
**FY 2018**

|                              | ESTIMATED<br>BEGINNING<br>BALANCE | TAX REVENUES                 | NON-TAX<br>REVENUES          | FY2018<br>ADOPTED TOTAL<br>REVENUES | FY2018 ADOPTED<br>BUDGET     | ESTIMATED<br>ENDING BALANCE  |
|------------------------------|-----------------------------------|------------------------------|------------------------------|-------------------------------------|------------------------------|------------------------------|
| <b>OPERATING FUNDS</b>       |                                   |                              |                              |                                     |                              |                              |
| General Fund                 | \$ 238,446,731                    | \$ 166,592,157               | \$ 29,999,429                | \$ 196,591,586                      | \$ 237,052,795               | \$ 197,985,522               |
| Road & Bridge Fund           | 43,105,860                        | -                            | 21,893,300                   | 21,893,300                          | 24,312,813                   | 40,686,347                   |
| Permanent Improvement Fund   | <u>25,349,457</u>                 | <u>2,829,355</u>             | <u>98,000</u>                | <u>2,927,355</u>                    | <u>2,829,191</u>             | <u>25,447,621</u>            |
| <b>OPERATING FUNDS TOTAL</b> | <b>\$ 306,902,048</b>             | <b>\$ 169,421,512</b>        | <b>\$ 51,990,729</b>         | <b>\$ 221,412,241</b>               | <b>\$ 264,194,799</b>        | <b>\$ 264,119,490</b>        |
| <b>DEBT SERVICE FUNDS</b>    | <b>\$ 20,579,339</b>              | <b>\$ 65,213,003</b>         | <b>\$ 557,719</b>            | <b>\$ 65,770,722</b>                | <b>\$ 65,290,931</b>         | <b>\$ 21,059,130</b>         |
| <b>OTHER FUNDS</b>           | <b>\$ 20,029,133</b>              | <b>\$ -</b>                  | <b>\$ 52,515,682</b>         | <b>\$ 52,515,682</b>                | <b>\$ 51,447,932</b>         | <b>\$ 21,096,883</b>         |
| <b>BOND INVESTMENT REV</b>   | <b>\$ -</b>                       | <b>\$ -</b>                  | <b>\$ 785,850</b>            | <b>\$ 785,850</b>                   | <b>\$ -</b>                  | <b>\$ 785,850</b>            |
| <b>GRAND TOTAL</b>           | <b><u>\$ 347,510,519</u></b>      | <b><u>\$ 234,634,515</u></b> | <b><u>\$ 105,849,980</u></b> | <b><u>\$ 340,484,495</u></b>        | <b><u>\$ 380,933,662</u></b> | <b><u>\$ 307,061,352</u></b> |

**Collin County**  
**Adopted Combined Fund Summary with Details**  
**FY 2018**

| FUND#                           | FUND NAME                         | ESTIMATED<br>BEGINNING<br>BALANCE | TAX RATE           | TAX REVENUES          | NON-TAX<br>REVENUES  | FY2018<br>ADOPTED TOTAL<br>REVENUES | FY 2018<br>ADOPTED<br>BUDGET | ESTIMATED<br>ENDING<br>BALANCE | FUND<br>BAL %<br>CHANGE |
|---------------------------------|-----------------------------------|-----------------------------------|--------------------|-----------------------|----------------------|-------------------------------------|------------------------------|--------------------------------|-------------------------|
| <b>OPERATING FUNDS</b>          |                                   |                                   |                    |                       |                      |                                     |                              |                                |                         |
| 001                             | General Fund **                   | \$ 238,446,731                    | 0.149795           | \$ 166,592,157        | \$ 29,999,429        | \$ 196,591,586                      | \$ 237,052,795               | \$ 197,985,522                 | -17%                    |
| 010                             | Road & Bridge Fund                | 43,105,860                        | 0.000400           | -                     | 21,893,300           | 21,893,300                          | 24,312,813                   | 40,686,347                     | -6%                     |
| 499                             | Permanent Improvement Fund        | 25,349,457                        | 0.003000           | 2,829,355             | 98,000               | 2,927,355                           | 2,829,191                    | 25,447,621                     | 0%                      |
| <b>OPERATING FUNDS TOTAL</b>    |                                   | <b>\$ 306,902,048</b>             | <b>\$ 0.153195</b> | <b>\$ 169,421,512</b> | <b>\$ 51,990,729</b> | <b>\$ 221,412,241</b>               | <b>\$ 264,194,799</b>        | <b>\$ 264,119,490</b>          |                         |
| <b>DEBT SERVICE FUNDS</b>       |                                   |                                   |                    |                       |                      |                                     |                              |                                |                         |
| 399                             | Debt Service Fund                 | 20,579,339                        | \$ 0.055200        | 65,213,003            | 557,719              | 65,770,722                          | 65,290,931                   | 21,059,130                     | 2%                      |
| <b>DEBT SERVICE FUNDS TOTAL</b> |                                   | <b>\$ 20,579,339</b>              | <b>\$ 0.055200</b> | <b>\$ 65,213,003</b>  | <b>\$ 557,719</b>    | <b>\$ 65,770,722</b>                | <b>\$ 65,290,931</b>         | <b>\$ 21,059,130</b>           |                         |
| <b>OTHER FUNDS</b>              |                                   |                                   |                    |                       |                      |                                     |                              |                                |                         |
| 002                             | Housing Finance Corp Trust        | \$ 153,407                        | \$ -               | \$ -                  | \$ 10,500            | \$ 10,500                           | \$ -                         | \$ 163,907                     | 7%                      |
| 003                             | Records Archive Fund**            | 8,300,628                         | -                  | -                     | 1,750,000            | 1,750,000                           | 500,000                      | 9,550,628                      | 15%                     |
| 005                             | District Courts Rec Tech Fund     | 603,366                           | -                  | -                     | 130,000              | 130,000                             | 100,000                      | 633,366                        | 5%                      |
| 011                             | Farm to Market                    | 20,552                            | -                  | -                     | 150                  | 150                                 | -                            | 20,702                         | 1%                      |
| 012                             | Lateral Road                      | 944,431                           | -                  | -                     | 58,000               | 58,000                              | -                            | 1,002,431                      | 6%                      |
| 013                             | Judicial Appellate                | 221,602                           | -                  | -                     | 75,400               | 75,400                              | 75,400                       | 221,602                        | 0%                      |
| 015                             | Court Reporters Fund              | 258,364                           | -                  | -                     | 275,000              | 275,000                             | 264,000                      | 269,364                        | 4%                      |
| 021                             | Law Library                       | 3,163,664                         | -                  | -                     | 527,000              | 527,000                             | 400,170                      | 3,290,494                      | 4%                      |
| 023                             | Farm Museum                       | 9,236                             | -                  | -                     | 10                   | 10                                  | -                            | 9,246                          | 0%                      |
| 024                             | Open SpaceParks                   | 2,793                             | -                  | -                     | 3                    | 3                                   | -                            | 2,796                          | 0%                      |
| 025                             | Records Management                | 6,845,922                         | -                  | -                     | 1,770,000            | 1,770,000                           | 1,726,086                    | 6,889,836                      | 1%                      |
| 026                             | Document Preservation**           | 250,021                           | -                  | -                     | 57,000               | 57,000                              | 135,593                      | 171,428                        | -31%                    |
| 028                             | Justice Court Technology          | 637,860                           | -                  | -                     | 96,000               | 96,000                              | 145,949                      | 587,911                        | -8%                     |
| 029                             | Courthouse Security**             | 668,561                           | -                  | -                     | 667,800              | 667,800                             | 751,283                      | 585,078                        | -12%                    |
| 031                             | Economic Development**            | 149,912                           | -                  | -                     | -                    | -                                   | 147,977                      | 1,935                          | -99%                    |
| 032                             | Dangerous Wild Animal             | 6,443                             | -                  | -                     | 500                  | 500                                 | -                            | 6,943                          | 8%                      |
| 033                             | Contract Elections                | 2,716,867                         | -                  | -                     | 671,500              | 671,500                             | 632,561                      | 2,755,806                      | 1%                      |
| 035                             | Election Equipment                | 13,340                            | -                  | -                     | 15                   | 15                                  | -                            | 13,355                         | 0%                      |
| 036                             | Sheriffs Drug Forfeiture          | 119,893                           | -                  | -                     | 3,000                | 3,000                               | -                            | 122,893                        | 3%                      |
| 037                             | DA Drug Forfeiture                | 562,962                           | -                  | -                     | 4,500                | 4,500                               | -                            | 567,462                        | 1%                      |
| 038                             | DA Service Fee                    | 247,532                           | -                  | -                     | -                    | -                                   | -                            | 247,532                        | 0%                      |
| 039                             | Myers Park Foundation             | 15,577                            | -                  | -                     | 110                  | 110                                 | -                            | 15,687                         | 1%                      |
| 040                             | Healthcare                        | 3,744,239                         | -                  | -                     | 4,578,253            | 4,578,253                           | 4,506,295                    | 3,816,197                      | 2%                      |
| 042                             | Child Abuse Prevention**          | 26,945                            | -                  | -                     | 5,000                | 5,000                               | -                            | 31,945                         | 19%                     |
| 044                             | County Records Mgmt & Pres**      | 455,680                           | -                  | -                     | 242,000              | 242,000                             | 434,380                      | 263,300                        | -42%                    |
| 046                             | Juvenile Case Manager Fund**      | 321,921                           | -                  | -                     | 45,000               | 45,000                              | -                            | 366,921                        | 14%                     |
| 047                             | Court Init .Guard Contribution**  | 270,669                           | -                  | -                     | 45,000               | 45,000                              | -                            | 315,669                        | 17%                     |
| 049                             | DA Deferred Prosecution Prog      | 768,617                           | -                  | -                     | 110,000              | 110,000                             | 123,621                      | 754,996                        | -2%                     |
| 050                             | Drug Court Program Fund**         | 236,798                           | -                  | -                     | 69,500               | 69,500                              | 209,496                      | 96,802                         | -59%                    |
| 051                             | SCAAP                             | 8,485                             | -                  | -                     | 40                   | 40                                  | -                            | 8,525                          | 0%                      |
| 052                             | County Courts Technology Fund**   | 297,221                           | -                  | -                     | 52,000               | 52,000                              | 1,568                        | 347,653                        | 17%                     |
| 053                             | District Courts Technology Fund** | 246,122                           | -                  | -                     | 51,000               | 51,000                              | 2,016                        | 295,106                        | 20%                     |
| 054                             | Probate Contributions Fund        | 589,368                           | -                  | -                     | 44,700               | 44,700                              | 77,621                       | 556,447                        | -6%                     |
| 055                             | CCLC Court Rec Preservation**     | 399,406                           | -                  | -                     | 50,000               | 50,000                              | -                            | 449,406                        | 13%                     |
| 056                             | District Clerk Court Rec Pres     | 503,122                           | -                  | -                     | 85,000               | 85,000                              | 100,000                      | 488,122                        | -3%                     |
| 057                             | DA Apportionment**                | 93,534                            | -                  | -                     | 22,500               | 22,500                              | -                            | 116,034                        | 24%                     |
| 058                             | Justice Court C/H Security        | 233,556                           | -                  | -                     | 15,200               | 15,200                              | -                            | 248,756                        | 7%                      |
| 060                             | DA Federal Treasury Forf          | 468,268                           | -                  | -                     | 600                  | 600                                 | -                            | 468,868                        | 0%                      |
| 062                             | Truancy Prevention & Diversion**  | 47,158                            | -                  | -                     | 14,100               | 14,100                              | -                            | 61,258                         | 30%                     |
| 063                             | DA Federal Justice Forf           | 146,937                           | -                  | -                     | 180                  | 180                                 | -                            | 147,117                        | 0%                      |
| 064                             | Constable 3 Forfeiture            | 962                               | -                  | -                     | -                    | -                                   | -                            | 962                            | 0%                      |
| 102                             | Public Health Emergency Prep      | -                                 | -                  | -                     | 625,723              | 625,723                             | 625,723                      | -                              | 0%                      |
| 108                             | Health Care Grants                | -                                 | -                  | -                     | 1,913,540            | 1,913,540                           | 1,913,540                    | -                              | 0%                      |
| 180                             | State Grants Fund                 | -                                 | -                  | -                     | 79,509               | 79,509                              | 79,509                       | -                              | 0%                      |
| 198                             | LEOSE Education                   | 103,236                           | -                  | -                     | -                    | -                                   | -                            | 103,236                        | 0%                      |
| 501                             | Liability Insurance               | 3,239,405                         | -                  | -                     | 1,720,000            | 1,720,000                           | 1,695,000                    | 3,264,405                      | 1%                      |
| 502                             | Workers Compensation**            | 1,959,753                         | -                  | -                     | 1,075,000            | 1,075,000                           | 885,000                      | 2,149,753                      | 10%                     |
| 504                             | Unemployment Insurance            | 840,013                           | -                  | -                     | 110,687              | 110,687                             | 96,500                       | 854,200                        | 2%                      |

**Collin County**  
**Adopted Combined Fund Summary with Details**  
**FY 2018**

| FUND#                                   | FUND NAME                 | ESTIMATED<br>BEGINNING<br>BALANCE | TAX RATE           | TAX REVENUES          | NON-TAX<br>REVENUES   | FY2018<br>ADOPTED TOTAL<br>REVENUES | FY 2018<br>ADOPTED<br>BUDGET | ESTIMATED<br>ENDING<br>BALANCE | FUND<br>BAL %<br>CHANGE |
|-----------------------------------------|---------------------------|-----------------------------------|--------------------|-----------------------|-----------------------|-------------------------------------|------------------------------|--------------------------------|-------------------------|
| 505                                     | Insurance Claim**         | 4,765,677                         | -                  | -                     | 27,569,059            | 27,569,059                          | 28,110,334                   | 4,224,402                      | -11%                    |
| 507                                     | Animal Control            | 3,374,148                         | -                  | -                     | 1,409,500             | 1,409,500                           | 1,293,977                    | 3,489,671                      | 3%                      |
| 510                                     | Animal Shelter Program    | 53,547                            | -                  | -                     | 100                   | 100                                 | -                            | 53,647                         | 0%                      |
| 599                                     | CC Toll Road Authority*   | (32,880,119)                      | -                  | -                     | 70,000                | 70,000                              | -                            | (32,810,119)                   | 0%                      |
| 640                                     | Child Protective Services | 38,241                            | -                  | -                     | 48,000                | 48,000                              | 46,330                       | 39,911                         | 4%                      |
| 650-659                                 | CSCD                      | 3,762,930                         | -                  | -                     | 6,368,003             | 6,368,003                           | 6,368,003                    | 3,762,930                      | 0%                      |
| <b>OTHER FUNDS TOTAL</b>                |                           | <b>\$ 20,029,133</b>              | <b>\$ -</b>        | <b>\$ -</b>           | <b>\$ 52,515,682</b>  | <b>\$ 52,515,682</b>                | <b>\$ 51,447,932</b>         | <b>\$ 21,096,883</b>           |                         |
| <b>BOND INVESTMENT REVENUE ESTIMATE</b> |                           | <b>\$ -</b>                       | <b>\$ -</b>        | <b>\$ -</b>           | <b>\$ 785,850</b>     | <b>\$ 785,850</b>                   | <b>\$ -</b>                  | <b>\$ 785,850</b>              |                         |
| <b>GRAND TOTAL</b>                      |                           | <b>\$ 347,510,519</b>             | <b>\$ 0.208395</b> | <b>\$ 234,634,515</b> | <b>\$ 105,849,980</b> | <b>\$ 340,484,495</b>               | <b>\$ 380,933,662</b>        | <b>\$ 307,061,352</b>          |                         |

**\* Negative Estimated Ending Fund Balance due to liability to the Permanent Improvement Fund ,various Bond Funds, and the General Fund.**

**\*\*Funds with fund balance change of 10% or greater.**

- 001 One-time capital outlay of \$38 million for Public Transportation and one-time \$2.5 million outlay for retiree COLA increase.
- 003 Fee revenue projected is higher than planned spending on projects. FY'17 spending was postponed.
- 026 Utilizing fund balance to fund District Clerk Document Preservation efforts.
- 029 Transfer in from the General Fund was reduced for Courthouse Security operations.
- 031 Timing issue. Revenue received after budget was finalized and was not included in FY'18 estimate.
- 042 Fund balance preserved for future needs. No programs/projects scheduled for FY'18 Budget.
- 044 Utilizing revenues from previous years for preservation services.
- 046 No programs/projects scheduled for FY'18 Budget.
- 047 No programs/projects scheduled for FY'18 Budget.
- 050 Utilizing revenues from previous years for drug testing and other program expenses.
- 052 Preserving fund balance to accommodate future county court technology enhancements.
- 053 Preserving fund balance to accommodate future district court technology enhancements.
- 055 Preserving fund balance for future preservation efforts. No programs/projects scheduled for FY'18 Budget.
- 057 No programs/projects scheduled for FY'18 Budget.
- 062 No programs/projects scheduled for FY'18 Budget.
- 502 Decrease in worker's compensation claims has increased fund balance.
- 505 Increased insurance claims in FY'17 required budget increase in FY'18.

**Collin County**  
**Adopted General Fund Summary**  
**FY 2018**

The general operating fund of the County. The General Fund is used to account for all financial resources except those required to be accounted for in another fund. Primary expenditures are for general administration, public safety, and judicial, state prosecution, and capital outlay.

|                                    | FY 2014<br>ACTUAL     | FY 2015<br>ACTUAL     | FY 2016<br>ACTUAL     | FY 2017<br>ADOPTED    | FY 2017<br>ACTUAL     | FY 2018<br>ADOPTED    |
|------------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| <b>BEGINNING BALANCE</b>           | \$ 151,386,896        | \$ 163,744,520        | \$ 192,472,298        | \$ 218,776,960        | \$ 218,776,960        | \$ 238,446,731        |
| <b>REVENUE</b>                     |                       |                       |                       |                       |                       |                       |
| Current Taxes                      | \$ 138,808,417        | \$ 148,783,066        | \$ 158,557,225        | \$ 158,684,747        | \$ 161,066,684        | \$ 163,931,218        |
| Delinquent Taxes and Interest      | 1,937,600             | 2,677,602             | 3,256,648             | 2,578,339             | 3,049,898             | 2,660,939             |
| Intergovernmental Revenue          | 6,361,798             | 6,063,916             | 6,602,004             | 5,918,919             | 6,657,107             | 6,150,962             |
| Charges for Services/Fees          | 17,949,052            | 18,664,551            | 19,004,092            | 15,757,088            | 19,553,150            | 19,511,667            |
| Fines                              | 1,763,311             | 1,563,381             | 1,462,393             | 1,412,000             | 1,421,753             | 1,405,000             |
| Interest/Rental Revenue            | 1,910,256             | 1,702,464             | 2,049,115             | 2,083,200             | 1,974,904             | 2,083,200             |
| Miscellaneous                      | 774,800               | 474,738               | 440,106               | 248,500               | 386,017               | 283,600               |
| License and Permits                | 456,366               | 531,460               | 623,875               | 630,000               | 612,362               | 565,000               |
| Sale of Assets                     | -                     | -                     | 192,127               | -                     | -                     | -                     |
| <b>TOTAL REVENUES</b>              | <b>\$ 169,961,600</b> | <b>\$ 180,461,178</b> | <b>\$ 192,187,585</b> | <b>\$ 187,312,793</b> | <b>\$ 194,721,875</b> | <b>\$ 196,591,586</b> |
| Transfer-In                        | \$ 170,069            | \$ 74,623             | \$ 95,186             | \$ -                  | \$ 332,355            | \$ -                  |
| <b>TOTAL RESOURCES</b>             | <b>\$ 321,518,565</b> | <b>\$ 344,280,321</b> | <b>\$ 384,755,069</b> | <b>\$ 406,089,753</b> | <b>\$ 413,831,190</b> | <b>\$ 435,038,317</b> |
| <b>EXPENDITURES</b>                |                       |                       |                       |                       |                       |                       |
| Personnel                          | \$ 98,091,275         | \$ 103,353,150        | \$ 107,768,816        | \$ 115,543,159        | \$ 112,723,089        | \$ 124,958,032        |
| Training & Travel                  | 626,397               | 768,782               | 798,347               | 1,356,658             | 868,316               | 1,548,379             |
| M & O                              | 55,050,970            | 42,672,397            | 49,266,012            | 58,756,879            | 50,145,506            | 64,413,476            |
| Capital                            | 3,544,389             | 4,476,120             | 7,536,117             | 18,914,547            | 10,360,749            | 42,434,908            |
| Debt Service                       | -                     | -                     | -                     | -                     | -                     | -                     |
| <b>TOTAL EXPENDITURES</b>          | <b>\$ 157,313,031</b> | <b>\$ 151,270,449</b> | <b>\$ 165,369,292</b> | <b>\$ 194,571,243</b> | <b>\$ 174,097,660</b> | <b>\$ 233,354,795</b> |
| Transfer-Out                       | \$ 461,015            | \$ 537,575            | \$ 608,816            | \$ 1,248,000          | \$ 1,286,798          | \$ 3,698,000          |
| <b>TOTAL APPROPRIATIONS</b>        | <b>\$ 157,774,046</b> | <b>\$ 151,808,024</b> | <b>\$ 165,978,108</b> | <b>\$ 195,819,243</b> | <b>\$ 175,384,458</b> | <b>\$ 237,052,795</b> |
| <b>ENDING BALANCE</b>              | <b>\$ 163,744,520</b> | <b>\$ 192,472,298</b> | <b>\$ 218,776,960</b> | <b>\$ 210,270,510</b> | <b>\$ 238,446,731</b> | <b>\$ 197,985,522</b> |
| C - Courts: Capital Murder         |                       |                       |                       |                       |                       | 2,000,000             |
| C - Special Elections              |                       |                       |                       |                       |                       | 200,000               |
| C - Utilities                      |                       |                       |                       |                       |                       | 500,000               |
| C - Roads                          |                       |                       |                       |                       |                       | 6,000,000             |
| R - Outer Loop Loan                |                       |                       |                       |                       |                       | 21,768,935            |
| <b>FUND BALANCE AFTER RESERVES</b> |                       |                       |                       |                       |                       | <b>\$ 167,516,587</b> |

*\*Jury Fund, Myers Park, Pre-trial Release, Development Services, Juvenile Probation/Detention, Juvenile OCSOP, and Juvenile Alternative Education Funds consolidated into General Fund in FY 2013 due to GASB 54 reporting requirements.*

**Collin County**  
**Adopted Records Archive Fund Summary**  
**FY 2018**

Fund designated to account for the collection of the records archive fee and the related expenditures for preservation and restoration services performed by the County Clerk in connection with maintaining a County Clerk's records archive.

|                             | FY 2014<br>ACTUAL   | FY 2015<br>ACTUAL   | FY 2016<br>ACTUAL   | FY 2017<br>ADOPTED  | FY 2017<br>ACTUAL   | FY 2018<br>ADOPTED   |
|-----------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|----------------------|
| <b>BEGINNING BALANCE</b>    | \$ 3,809,824        | \$ 4,837,054        | \$ 5,222,543        | \$ 6,520,103        | \$ 6,520,103        | \$ 8,300,628         |
| <b>REVENUE</b>              |                     |                     |                     |                     |                     |                      |
| Charges for Services/Fees   | \$ 1,025,748        | \$ 1,298,523        | \$ 1,713,805        | \$ 1,300,000        | \$ 1,780,525        | \$ 1,750,000         |
| Interest/Rental Revenue     | 1,482               | 4,391               | -                   | -                   | -                   | -                    |
| <b>TOTAL REVENUES</b>       | <u>\$ 1,027,230</u> | <u>\$ 1,302,914</u> | <u>\$ 1,713,805</u> | <u>\$ 1,300,000</u> | <u>\$ 1,780,525</u> | <u>\$ 1,750,000</u>  |
| <b>TOTAL RESOURCES</b>      | <u>\$ 4,837,054</u> | <u>\$ 6,139,968</u> | <u>\$ 6,936,348</u> | <u>\$ 7,820,103</u> | <u>\$ 8,300,628</u> | <u>\$ 10,050,628</u> |
| <b>EXPENDITURES</b>         |                     |                     |                     |                     |                     |                      |
| M & O                       | \$ -                | \$ 917,425          | \$ 416,245          | \$ 500,000          | \$ -                | \$ 500,000           |
| <b>TOTAL EXPENDITURES</b>   | <u>\$ -</u>         | <u>\$ 917,425</u>   | <u>\$ 416,245</u>   | <u>\$ 500,000</u>   | <u>\$ -</u>         | <u>\$ 500,000</u>    |
| <b>TOTAL APPROPRIATIONS</b> | <u>\$ -</u>         | <u>\$ 917,425</u>   | <u>\$ 416,245</u>   | <u>\$ 500,000</u>   | <u>\$ -</u>         | <u>\$ 500,000</u>    |
| <b>ENDING BALANCE</b>       | <u>\$ 4,837,054</u> | <u>\$ 5,222,543</u> | <u>\$ 6,520,103</u> | <u>\$ 7,320,103</u> | <u>\$ 8,300,628</u> | <u>\$ 9,550,628</u>  |

**Collin County**  
**Adopted District Courts Records Technology Fund Summary**  
**FY 2018**

Fund designated to account for the collection of fees and the related expenditures for preservation and restoration services performed by the District Clerk in connection with maintaining a District Clerk's records archive.

|                             | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>ADOPTED |
|-----------------------------|-------------------|-------------------|-------------------|--------------------|-------------------|--------------------|
| <b>BEGINNING BALANCE</b>    | \$ 249,217        | \$ 308,032        | \$ 436,399        | \$ 467,745         | \$ 467,745        | \$ 603,366         |
| <b>REVENUE</b>              |                   |                   |                   |                    |                   |                    |
| Charges for Services/Fees   | \$ 107,454        | \$ 128,016        | \$ 131,346        | \$ 100,000         | \$ 135,621        | \$ 130,000         |
| Interest/Rental Revenue     | 104               | 351               | -                 | -                  | -                 | -                  |
| <b>TOTAL REVENUES</b>       | <b>\$ 107,558</b> | <b>\$ 128,367</b> | <b>\$ 131,346</b> | <b>\$ 100,000</b>  | <b>\$ 135,621</b> | <b>\$ 130,000</b>  |
| <b>TOTAL RESOURCES</b>      | <b>\$ 356,775</b> | <b>\$ 436,399</b> | <b>\$ 567,745</b> | <b>\$ 567,745</b>  | <b>\$ 603,366</b> | <b>\$ 733,366</b>  |
| <b>EXPENDITURES</b>         |                   |                   |                   |                    |                   |                    |
| M & O                       | \$ -              | \$ -              | \$ 100,000        | \$ 100,000         | \$ -              | \$ 100,000         |
| <b>TOTAL EXPENDITURES</b>   | <b>\$ -</b>       | <b>\$ -</b>       | <b>\$ 100,000</b> | <b>\$ 100,000</b>  | <b>\$ -</b>       | <b>\$ 100,000</b>  |
| Transfer-Out                | \$ 48,743         | \$ -              | \$ -              | \$ -               | \$ -              | \$ -               |
| <b>TOTAL APPROPRIATIONS</b> | <b>\$ 48,743</b>  | <b>\$ -</b>       | <b>\$ 100,000</b> | <b>\$ 100,000</b>  | <b>\$ -</b>       | <b>\$ 100,000</b>  |
| <b>ENDING BALANCE</b>       | <b>\$ 308,032</b> | <b>\$ 436,399</b> | <b>\$ 467,745</b> | <b>\$ 467,745</b>  | <b>\$ 603,366</b> | <b>\$ 633,366</b>  |

**Collin County**  
**Adopted Road and Bridge Fund Summary**  
**FY 2018**

The primary fund used to account for activities affecting County-owned roads, including right-of-way acquisitions, construction, operations, and maintenance.

|                                    | FY 2014<br>ACTUAL    | FY 2015<br>ACTUAL    | FY 2016<br>ACTUAL    | FY 2017<br>ADOPTED   | FY 2017<br>ACTUAL    | FY 2018<br>ADOPTED   |
|------------------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| <b>BEGINNING BALANCE</b>           | \$ 19,097,615        | \$ 22,735,631        | \$ 28,501,987        | \$ 35,854,369        | \$ 35,854,369        | \$ 43,105,860        |
| <b>REVENUE</b>                     |                      |                      |                      |                      |                      |                      |
| Current Taxes                      | \$ 3,147,391         | \$ 3,431,652         | \$ 3,823,114         | \$ 423,739           | \$ 429,600           |                      |
| Delinquent Taxes and Interest      | 42,186               | 58,334               | 76,549               | 6,672                | 8,069                | -                    |
| Intergovernmental Revenue          | 38,431               | 101,113              | 33,331               | -                    | 34,516               | -                    |
| Charges for Services/Fees          | 16,981,223           | 17,415,248           | 19,084,037           | 18,270,500           | 19,629,760           | 19,696,000           |
| Fines                              | 1,969,559            | 1,915,570            | 1,764,776            | 1,904,400            | 1,528,745            | 1,817,000            |
| Interest/Rental Revenue            | 27,338               | 34,144               | 127,045              | 60,000               | 365,848              | 300,000              |
| Miscellaneous                      | 29,606               | 25,022               | 27,754               | 10,000               | 115,705              | 75,300               |
| License and Permits                | 3,978                | 4,847                | 6,390                | 5,000                | 4,437                | 5,000                |
| Sale of Assets                     | 153,305              | 251,104              | 106,982              | -                    | 306,931              | -                    |
| <b>TOTAL REVENUES</b>              | <b>\$ 22,393,017</b> | <b>\$ 23,237,034</b> | <b>\$ 25,049,978</b> | <b>\$ 20,680,311</b> | <b>\$ 22,423,611</b> | <b>\$ 21,893,300</b> |
| <b>TOTAL RESOURCES</b>             | <b>\$ 41,490,632</b> | <b>\$ 45,972,665</b> | <b>\$ 53,551,965</b> | <b>\$ 56,534,680</b> | <b>\$ 58,277,980</b> | <b>\$ 64,999,160</b> |
| <b>EXPENDITURES</b>                |                      |                      |                      |                      |                      |                      |
| Personnel                          | \$ 6,008,509         | \$ 6,210,130         | \$ 6,345,616         | \$ 6,951,920         | \$ 6,563,654         | \$ 7,380,766         |
| Training & Travel                  | 22,412               | 16,083               | 16,295               | 40,319               | 20,257               | 40,319               |
| M & O                              | 9,479,872            | 10,285,735           | 9,674,817            | 13,825,656           | 5,831,253            | 14,017,335           |
| Capital                            | 3,244,208            | 958,730              | 1,660,868            | 1,909,589            | 2,756,956            | 2,874,393            |
| <b>TOTAL EXPENDITURES</b>          | <b>\$ 18,755,001</b> | <b>\$ 17,470,678</b> | <b>\$ 17,697,596</b> | <b>\$ 22,727,484</b> | <b>\$ 15,172,120</b> | <b>\$ 24,312,813</b> |
| <b>TOTAL APPROPRIATIONS</b>        | <b>\$ 18,755,001</b> | <b>\$ 17,470,678</b> | <b>\$ 17,697,596</b> | <b>\$ 22,727,484</b> | <b>\$ 15,172,120</b> | <b>\$ 24,312,813</b> |
| <b>ENDING BALANCE</b>              | <b>\$ 22,735,631</b> | <b>\$ 28,501,987</b> | <b>\$ 35,854,369</b> | <b>\$ 33,807,196</b> | <b>\$ 43,105,860</b> | <b>\$ 40,686,347</b> |
| C - Fuel                           |                      |                      |                      |                      |                      | 500,000              |
| C - Road Materials                 |                      |                      |                      |                      |                      | 500,000              |
| <b>FUND BALANCE AFTER RESERVES</b> |                      |                      |                      |                      |                      | <b>\$ 39,686,347</b> |

**Collin County**  
**Adopted Judicial Appellate Fund Summary**  
**FY 2018**

Fund designated to account for the collection of a statutory filing fee and the expenditures to the Appellate system.

|                             | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>ADOPTED |
|-----------------------------|-------------------|-------------------|-------------------|--------------------|-------------------|--------------------|
| <b>BEGINNING BALANCE</b>    | \$ 137,694        | \$ 144,057        | \$ 144,194        | \$ 144,194         | \$ 144,194        | \$ 221,602         |
| <b>REVENUE</b>              |                   |                   |                   |                    |                   |                    |
| Charges for Services/Fees   | \$ 63,037         | \$ 68,719         | \$ 70,601         | \$ 58,000          | \$ 75,596         | \$ 74,000          |
| Interest/Rental Revenue     | 67                | 175               | 818               | 300                | 1,812             | 1,400              |
| <b>TOTAL REVENUES</b>       | <b>\$ 63,104</b>  | <b>\$ 68,894</b>  | <b>\$ 71,419</b>  | <b>\$ 58,300</b>   | <b>\$ 77,408</b>  | <b>\$ 75,400</b>   |
| <b>TOTAL RESOURCES</b>      | <b>\$ 200,798</b> | <b>\$ 212,951</b> | <b>\$ 215,613</b> | <b>\$ 202,494</b>  | <b>\$ 221,602</b> | <b>\$ 297,002</b>  |
| <b>EXPENDITURES</b>         |                   |                   |                   |                    |                   |                    |
| M & O                       | \$ 56,741         | \$ 68,757         | \$ 71,419         | \$ 52,470          | \$ -              | \$ 75,400          |
| Capital                     | -                 | -                 | -                 | -                  | -                 | -                  |
| Debt Service                | -                 | -                 | -                 | -                  | -                 | -                  |
| <b>TOTAL EXPENDITURES</b>   | <b>\$ 56,741</b>  | <b>\$ 68,757</b>  | <b>\$ 71,419</b>  | <b>\$ 52,470</b>   | <b>\$ -</b>       | <b>\$ 75,400</b>   |
| <b>TOTAL APPROPRIATIONS</b> | <b>\$ 56,741</b>  | <b>\$ 68,757</b>  | <b>\$ 71,419</b>  | <b>\$ 52,470</b>   | <b>\$ -</b>       | <b>\$ 75,400</b>   |
| <b>ENDING BALANCE</b>       | <b>\$ 144,057</b> | <b>\$ 144,194</b> | <b>\$ 144,194</b> | <b>\$ 150,024</b>  | <b>\$ 221,602</b> | <b>\$ 221,602</b>  |

**Collin County**  
**Adopted Court Reporters Fund Summary**  
**FY 2018**

Fund designated to account for the collection of a statutory Court Reporter's fee and the expenditures for Court Reporter services.

|                             | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>ADOPTED |
|-----------------------------|-------------------|-------------------|-------------------|--------------------|-------------------|--------------------|
| <b>BEGINNING BALANCE</b>    | \$ 272,294        | \$ 197,037        | \$ 230,724        | \$ 187,535         | \$ 187,535        | \$ 258,364         |
| <b>REVENUE</b>              |                   |                   |                   |                    |                   |                    |
| Interest/Rental Revenue     | \$ 108            | \$ 207            | \$ -              | \$ -               | \$ -              | \$ -               |
| County Court Fees           | 105,605           | 117,562           | 121,395           | 100,000            | 116,952           | 115,000            |
| Probate Court Fees          | 22,200            | 26,749            | 27,110            | 20,000             | 31,015            | 30,000             |
| District Court Fees         | 124,937           | 131,548           | 134,323           | 110,000            | 139,881           | 130,000            |
| <b>TOTAL REVENUES</b>       | <b>\$ 252,850</b> | <b>\$ 276,066</b> | <b>\$ 282,828</b> | <b>\$ 230,000</b>  | <b>\$ 287,848</b> | <b>\$ 275,000</b>  |
| <b>TOTAL RESOURCES</b>      | <b>\$ 525,144</b> | <b>\$ 473,103</b> | <b>\$ 513,552</b> | <b>\$ 417,535</b>  | <b>\$ 475,383</b> | <b>\$ 533,364</b>  |
| <b>EXPENDITURES</b>         |                   |                   |                   |                    |                   |                    |
| County Court                | \$ 58,263         | \$ 57,019         | \$ 48,416         | \$ 75,000          | \$ 33,882         | \$ 75,000          |
| Probate Court               | 9,191             | 8,522             | 9,905             | 9,360              | 13,929            | 13,360             |
| JP Court                    | 3,125             | 1,963             | 1,894             | 8,500              | 2,203             | 8,500              |
| District Court              | 257,528           | 174,875           | 265,801           | 167,140            | 167,005           | 167,140            |
| <b>TOTAL EXPENDITURES</b>   | <b>\$ 328,107</b> | <b>\$ 242,379</b> | <b>\$ 326,017</b> | <b>\$ 260,000</b>  | <b>\$ 217,019</b> | <b>\$ 264,000</b>  |
| <b>TOTAL APPROPRIATIONS</b> | <b>\$ 328,107</b> | <b>\$ 242,379</b> | <b>\$ 326,017</b> | <b>\$ 260,000</b>  | <b>\$ 217,019</b> | <b>\$ 264,000</b>  |
| <b>ENDING BALANCE</b>       | <b>\$ 197,037</b> | <b>\$ 230,724</b> | <b>\$ 187,535</b> | <b>\$ 157,535</b>  | <b>\$ 258,364</b> | <b>\$ 269,364</b>  |

**Collin County**  
**Adopted Law Library Fund Summary**  
**FY 2018**

Fund established to account for maintenance and operations of a Law Library open to residents for the County. Financing is provided by fees collected in connection with civil suit filings.

|                             | FY 2014<br>ACTUAL   | FY 2015<br>ACTUAL   | FY 2016<br>ACTUAL   | FY 2017<br>ADOPTED  | FY 2017<br>ACTUAL   | FY 2018<br>ADOPTED  |
|-----------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| <b>BEGINNING BALANCE</b>    | \$ 2,518,623        | \$ 2,654,894        | \$ 2,797,643        | \$ 2,951,839        | \$ 2,951,839        | \$ 3,163,664        |
| <b>REVENUE</b>              |                     |                     |                     |                     |                     |                     |
| Charges for Services/Fees   | \$ 441,302          | \$ 481,088          | \$ 494,142          | \$ 405,000          | \$ 529,218          | \$ 505,000          |
| Interest/Rental Revenue     | 908                 | 2,526               | -                   | -                   | -                   | -                   |
| Miscellaneous               | 26,047              | 21,766              | 22,296              | -                   | 22,149              | 22,000              |
| <b>TOTAL REVENUES</b>       | <b>\$ 468,257</b>   | <b>\$ 505,380</b>   | <b>\$ 516,438</b>   | <b>\$ 405,000</b>   | <b>\$ 551,367</b>   | <b>\$ 527,000</b>   |
| <b>TOTAL RESOURCES</b>      | <b>\$ 2,986,880</b> | <b>\$ 3,160,274</b> | <b>\$ 3,314,081</b> | <b>\$ 3,356,839</b> | <b>\$ 3,503,206</b> | <b>\$ 3,690,664</b> |
| <b>EXPENDITURES</b>         |                     |                     |                     |                     |                     |                     |
| Personnel                   | \$ 146,213          | \$ 161,504          | \$ 158,446          | \$ 165,071          | \$ 156,626          | \$ 176,377          |
| Training & Travel           | 1,189               | 2,572               | 2,382               | 3,000               | 3,000               | 3,250               |
| M & O                       | 184,584             | 198,555             | 201,414             | 220,793             | 179,916             | 220,543             |
| <b>TOTAL EXPENDITURES</b>   | <b>\$ 331,986</b>   | <b>\$ 362,631</b>   | <b>\$ 362,242</b>   | <b>\$ 388,864</b>   | <b>\$ 339,542</b>   | <b>\$ 400,170</b>   |
| <b>TOTAL APPROPRIATIONS</b> | <b>\$ 331,986</b>   | <b>\$ 362,631</b>   | <b>\$ 362,242</b>   | <b>\$ 388,864</b>   | <b>\$ 339,542</b>   | <b>\$ 400,170</b>   |
| <b>ENDING BALANCE</b>       | <b>\$ 2,654,894</b> | <b>\$ 2,797,643</b> | <b>\$ 2,951,839</b> | <b>\$ 2,967,975</b> | <b>\$ 3,163,664</b> | <b>\$ 3,290,494</b> |

**Collin County**  
**Adopted County Clerk Records Management and Preservation Fund Summary**  
**FY 2018**

Fund designated to account for the collection of the County Clerk's statutory document preservation fee and the expenditure of those fees for records management and preservation services.

|                             | FY 2014<br>ACTUAL   | FY 2015<br>ACTUAL   | FY 2016<br>ACTUAL   | FY 2017<br>ADOPTED  | FY 2017<br>ACTUAL   | FY 2018<br>ADOPTED  |
|-----------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| <b>BEGINNING BALANCE</b>    | \$ 3,150,895        | \$ 3,741,543        | \$ 4,516,803        | \$ 5,729,998        | \$ 5,729,998        | \$ 6,845,922        |
| <b>REVENUE</b>              |                     |                     |                     |                     |                     |                     |
| Charges for Services/Fees   | \$ 1,042,750        | \$ 1,308,925        | \$ 1,722,041        | \$ 1,227,000        | \$ 1,630,017        | \$ 1,770,000        |
| Interest/Rental Revenue     | 2,968               | 3,952               | -                   | -                   | -                   | -                   |
| Other                       | 46                  | -                   | -                   | -                   | -                   | -                   |
| <b>TOTAL REVENUES</b>       | <b>\$ 1,045,764</b> | <b>\$ 1,312,877</b> | <b>\$ 1,722,041</b> | <b>\$ 1,227,000</b> | <b>\$ 1,630,017</b> | <b>\$ 1,770,000</b> |
| <b>TOTAL RESOURCES</b>      | <b>\$ 4,196,659</b> | <b>\$ 5,054,420</b> | <b>\$ 6,238,844</b> | <b>\$ 6,956,998</b> | <b>\$ 7,360,015</b> | <b>\$ 8,615,922</b> |
| <b>EXPENDITURES</b>         |                     |                     |                     |                     |                     |                     |
| Personnel                   | \$ 279,803          | \$ 308,484          | \$ 317,691          | \$ 342,950          | \$ 340,948          | \$ 365,645          |
| Training & Travel           | 1,383               | 1,810               | -                   | 22,891              | 1,953               | 22,891              |
| M & O                       | 173,930             | 206,333             | 186,444             | 1,332,315           | 171,192             | 1,337,550           |
| Capital                     | -                   | 20,990              | 4,711               | -                   | -                   | -                   |
| <b>TOTAL EXPENDITURES</b>   | <b>\$ 455,116</b>   | <b>\$ 537,617</b>   | <b>\$ 508,846</b>   | <b>\$ 1,698,156</b> | <b>\$ 514,093</b>   | <b>\$ 1,726,086</b> |
| <b>TOTAL APPROPRIATIONS</b> | <b>\$ 455,116</b>   | <b>\$ 537,617</b>   | <b>\$ 508,846</b>   | <b>\$ 1,698,156</b> | <b>\$ 514,093</b>   | <b>\$ 1,726,086</b> |
| <b>ENDING BALANCE</b>       | <b>\$ 3,741,543</b> | <b>\$ 4,516,803</b> | <b>\$ 5,729,998</b> | <b>\$ 5,258,842</b> | <b>\$ 6,845,922</b> | <b>\$ 6,889,836</b> |

**Collin County**  
**Adopted District Clerk Records Management and Preservation Fund Summary**  
**FY 2018**

Fund designated to account for the collection of the District Clerk's statutory document preservation fee and the expenditure of those fees for records management and preservation services.

|                             | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>ADOPTED |
|-----------------------------|-------------------|-------------------|-------------------|--------------------|-------------------|--------------------|
| <b>BEGINNING BALANCE</b>    | \$ 357,152        | \$ 441,980        | \$ 380,071        | \$ 318,682         | \$ 318,682        | \$ 250,021         |
| <b>REVENUE</b>              |                   |                   |                   |                    |                   |                    |
| Charges for Services/Fees   | \$ 55,675         | \$ 56,747         | \$ 56,744         | \$ 48,000          | \$ 58,262         | \$ 57,000          |
| Interest/Rental Revenue     | 139               | 390               | -                 | -                  | -                 | -                  |
| <b>TOTAL REVENUES</b>       | <b>\$ 55,814</b>  | <b>\$ 57,137</b>  | <b>\$ 56,744</b>  | <b>\$ 48,000</b>   | <b>\$ 58,262</b>  | <b>\$ 57,000</b>   |
| Transfer-In                 | \$ 131,186        | \$ -              | \$ -              | \$ -               | \$ -              | \$ -               |
| <b>TOTAL RESOURCES</b>      | <b>\$ 544,152</b> | <b>\$ 499,117</b> | <b>\$ 436,815</b> | <b>\$ 366,682</b>  | <b>\$ 376,944</b> | <b>\$ 307,021</b>  |
| <b>EXPENDITURES</b>         |                   |                   |                   |                    |                   |                    |
| Personnel                   | \$ 102,172        | \$ 119,046        | \$ 118,133        | \$ 127,219         | \$ 126,923        | \$ 135,593         |
| M & O                       | -                 | -                 | -                 | -                  | -                 | -                  |
| Capital                     | -                 | -                 | -                 | -                  | -                 | -                  |
| <b>TOTAL EXPENDITURES</b>   | <b>\$ 102,172</b> | <b>\$ 119,046</b> | <b>\$ 118,133</b> | <b>\$ 127,219</b>  | <b>\$ 126,923</b> | <b>\$ 135,593</b>  |
| <b>TOTAL APPROPRIATIONS</b> | <b>\$ 102,172</b> | <b>\$ 119,046</b> | <b>\$ 118,133</b> | <b>\$ 127,219</b>  | <b>\$ 126,923</b> | <b>\$ 135,593</b>  |
| <b>ENDING BALANCE</b>       | <b>\$ 441,980</b> | <b>\$ 380,071</b> | <b>\$ 318,682</b> | <b>\$ 239,463</b>  | <b>\$ 250,021</b> | <b>\$ 171,428</b>  |

**Collin County**  
**Adopted Justice Court Technology Fund Summary**  
**FY 2018**

Fund set up to account for fees collected by the Justice of the Peace Courts and related expenditures for technological improvements in the Justice of the Peace Courts.

|                             | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>ADOPTED |
|-----------------------------|-------------------|-------------------|-------------------|--------------------|-------------------|--------------------|
| <b>BEGINNING BALANCE</b>    | \$ 622,508        | \$ 697,229        | \$ 758,940        | \$ 554,548         | \$ 554,548        | \$ 637,860         |
| <b>REVENUE</b>              |                   |                   |                   |                    |                   |                    |
| Charges for Services/Fees   | \$ 104,726        | \$ 105,168        | \$ 100,263        | \$ 163,000         | \$ 101,960        | \$ 96,000          |
| Interest/Rental Revenue     | 250               | 690               | -                 | -                  | -                 | -                  |
| <b>TOTAL REVENUES</b>       | <b>\$ 104,976</b> | <b>\$ 105,858</b> | <b>\$ 100,263</b> | <b>\$ 163,000</b>  | <b>\$ 101,960</b> | <b>\$ 96,000</b>   |
| <b>TOTAL RESOURCES</b>      | <b>\$ 727,484</b> | <b>\$ 803,087</b> | <b>\$ 859,203</b> | <b>\$ 717,548</b>  | <b>\$ 656,508</b> | <b>\$ 733,860</b>  |
| <b>EXPENDITURES</b>         |                   |                   |                   |                    |                   |                    |
| Training & Travel           | \$ 16,451         | \$ 12,200         | \$ 13,924         | \$ 21,635          | \$ 16,976         | \$ 22,385          |
| M & O                       | 13,804            | 31,947            | 68,221            | 116,033            | 1,672             | 123,564            |
| Capital                     | -                 | -                 | 222,510           | -                  | -                 | -                  |
| <b>TOTAL EXPENDITURES</b>   | <b>\$ 30,255</b>  | <b>\$ 44,147</b>  | <b>\$ 304,655</b> | <b>\$ 137,668</b>  | <b>\$ 18,648</b>  | <b>\$ 145,949</b>  |
| <b>TOTAL APPROPRIATIONS</b> | <b>\$ 30,255</b>  | <b>\$ 44,147</b>  | <b>\$ 304,655</b> | <b>\$ 137,668</b>  | <b>\$ 18,648</b>  | <b>\$ 145,949</b>  |
| <b>ENDING BALANCE</b>       | <b>\$ 697,229</b> | <b>\$ 758,940</b> | <b>\$ 554,548</b> | <b>\$ 579,880</b>  | <b>\$ 637,860</b> | <b>\$ 587,911</b>  |

**Collin County**  
**Adopted Courthouse Security Fund Summary**  
**FY 2018**

Fund designated to account for collected court costs dedicated to security personnel, services, and items related to buildings that house the operations of District, County, or Justice Courts.

|                              | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL   | FY 2017<br>ADOPTED  | FY 2017<br>ACTUAL   | FY 2018<br>ADOPTED  |
|------------------------------|-------------------|-------------------|---------------------|---------------------|---------------------|---------------------|
| <b>BEGINNING BALANCE</b>     | \$ 300,462        | \$ 324,743        | \$ 335,832          | \$ 319,911          | \$ 319,911          | \$ 668,561          |
| <b>REVENUE</b>               |                   |                   |                     |                     |                     |                     |
| Interest/Rental Revenue      | \$ 151            | \$ 465            | \$ -                | \$ -                | \$ -                | \$ -                |
| CCL Clerk Charges            | 182,823           | 208,099           | 218,285             | 170,000             | 226,185             | 217,000             |
| District Clerk Charges       | 50,418            | 52,760            | 54,702              | 42,000              | 57,042              | 53,800              |
| Justice of the Peace Charges | 52,067            | 49,651            | 48,789              | 39,000              | 48,591              | 47,000              |
| <b>TOTAL REVENUES</b>        | <b>\$ 285,459</b> | <b>\$ 310,975</b> | <b>\$ 321,776</b>   | <b>\$ 251,000</b>   | <b>\$ 331,818</b>   | <b>\$ 317,800</b>   |
| Transfer-In                  | \$ 350,000        | \$ 350,000        | \$ 350,000          | \$ 700,000          | \$ 700,000          | \$ 350,000          |
| <b>TOTAL RESOURCES</b>       | <b>\$ 935,921</b> | <b>\$ 985,718</b> | <b>\$ 1,007,608</b> | <b>\$ 1,270,911</b> | <b>\$ 1,351,729</b> | <b>\$ 1,336,361</b> |
| <b>EXPENDITURES</b>          |                   |                   |                     |                     |                     |                     |
| Personnel                    | \$ 558,618        | \$ 583,354        | \$ 619,238          | \$ 660,463          | \$ 629,293          | \$ 678,103          |
| Training & Travel            | -                 | -                 | -                   | 1,400               | -                   | -                   |
| M & O                        | 52,560            | 66,532            | 68,459              | 86,073              | 53,875              | 73,180              |
| Capital                      | -                 | -                 | -                   | -                   | -                   | -                   |
| <b>TOTAL EXPENDITURES</b>    | <b>\$ 611,178</b> | <b>\$ 649,886</b> | <b>\$ 687,697</b>   | <b>\$ 747,936</b>   | <b>\$ 683,168</b>   | <b>\$ 751,283</b>   |
| <b>TOTAL APPROPRIATIONS</b>  | <b>\$ 611,178</b> | <b>\$ 649,886</b> | <b>\$ 687,697</b>   | <b>\$ 747,936</b>   | <b>\$ 683,168</b>   | <b>\$ 751,283</b>   |
| <b>ENDING BALANCE</b>        | <b>\$ 324,743</b> | <b>\$ 335,832</b> | <b>\$ 319,911</b>   | <b>\$ 522,975</b>   | <b>\$ 668,561</b>   | <b>\$ 585,078</b>   |

**Collin County**  
**Adopted Economic Development 2001 Fund Summary**  
**FY 2018**

Fund designated to account for economic development receipts and expenditures associated with the same as directed by Commissioner's Court.

|                             | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>ADOPTED |
|-----------------------------|-------------------|-------------------|-------------------|--------------------|-------------------|--------------------|
| <b>BEGINNING BALANCE</b>    | \$ 14,488         | \$ 197,386        | \$ 85,907         | \$ 71,742          | \$ 71,742         | \$ 149,912         |
| <b>REVENUE</b>              |                   |                   |                   |                    |                   |                    |
| Intergovernmental Revenue   | \$ 183,007        | \$ 110,663        | \$ 71,390         | \$ -               | \$ 147,977        | \$ -               |
| Interest/Rental Revenue     | 22                | 146               | 252               | -                  | 582               | -                  |
| <b>TOTAL REVENUES</b>       | <b>\$ 183,029</b> | <b>\$ 110,809</b> | <b>\$ 71,642</b>  | <b>\$ -</b>        | <b>\$ 148,559</b> | <b>\$ -</b>        |
| <b>TOTAL RESOURCES</b>      | <b>\$ 197,517</b> | <b>\$ 308,195</b> | <b>\$ 157,549</b> | <b>\$ 71,742</b>   | <b>\$ 220,301</b> | <b>\$ 149,912</b>  |
| <b>EXPENDITURES</b>         |                   |                   |                   |                    |                   |                    |
| M & O                       | \$ -              | \$ 222,288        | \$ 85,807         | \$ 70,389          | \$ 70,389         | \$ 85,850          |
| <b>TOTAL EXPENDITURES</b>   | <b>\$ -</b>       | <b>\$ 222,288</b> | <b>\$ 85,807</b>  | <b>\$ 70,389</b>   | <b>\$ 70,389</b>  | <b>\$ 85,850</b>   |
| Transfer-Out                | \$ 131            | \$ -              | \$ -              | \$ -               | \$ -              | \$ 62,127          |
| <b>TOTAL APPROPRIATIONS</b> | <b>\$ 131</b>     | <b>\$ 222,288</b> | <b>\$ 85,807</b>  | <b>\$ 70,389</b>   | <b>\$ 70,389</b>  | <b>\$ 147,977</b>  |
| <b>ENDING BALANCE</b>       | <b>\$ 197,386</b> | <b>\$ 85,907</b>  | <b>\$ 71,742</b>  | <b>\$ 1,353</b>    | <b>\$ 149,912</b> | <b>\$ 1,935</b>    |

**Collin County**  
**Adopted Contract Elections Fund Summary**  
**FY 2018**

Fund designated to account for funds received from local governments and related expenditures for public elections.

|                             | FY 2014<br>ACTUAL   | FY 2015<br>ACTUAL   | FY 2016<br>ACTUAL   | FY 2017<br>ADOPTED  | FY 2017<br>ACTUAL   | FY 2018<br>ADOPTED  |
|-----------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| <b>BEGINNING BALANCE</b>    | \$ 1,740,238        | \$ 2,100,063        | \$ 2,716,171        | \$ 2,390,591        | \$ 2,390,591        | \$ 2,716,867        |
| <b>REVENUE</b>              |                     |                     |                     |                     |                     |                     |
| Charges for Services/Fees   | \$ 505,436          | \$ 702,628          | \$ 636,481          | \$ 460,000          | \$ 675,066          | \$ 650,000          |
| Interest/Rental Revenue     | 2,364               | 2,189               | 12,342              | 5,000               | 24,413              | 21,500              |
| <b>TOTAL REVENUES</b>       | <b>\$ 507,800</b>   | <b>\$ 704,817</b>   | <b>\$ 648,823</b>   | <b>\$ 465,000</b>   | <b>\$ 699,479</b>   | <b>\$ 671,500</b>   |
| <b>TOTAL RESOURCES</b>      | <b>\$ 2,248,038</b> | <b>\$ 2,804,880</b> | <b>\$ 3,364,994</b> | <b>\$ 2,855,591</b> | <b>\$ 3,090,070</b> | <b>\$ 3,388,367</b> |
| <b>EXPENDITURES</b>         |                     |                     |                     |                     |                     |                     |
| Personnel                   | \$ -                | \$ -                | \$ 200,000          | \$ 200,000          | \$ 200,000          | \$ 200,000          |
| Training & Travel           | 16,269              | 12,282              | 5,710               | 25,000              | 19,867              | 25,000              |
| M & O                       | 131,706             | 76,427              | 768,693             | 407,561             | 144,437             | 407,561             |
| Capital                     | -                   | -                   | -                   | -                   | 8,899               | -                   |
| <b>TOTAL EXPENDITURES</b>   | <b>\$ 147,975</b>   | <b>\$ 88,709</b>    | <b>\$ 974,403</b>   | <b>\$ 632,561</b>   | <b>\$ 373,203</b>   | <b>\$ 632,561</b>   |
| <b>TOTAL APPROPRIATIONS</b> | <b>\$ 147,975</b>   | <b>\$ 88,709</b>    | <b>\$ 974,403</b>   | <b>\$ 632,561</b>   | <b>\$ 373,203</b>   | <b>\$ 632,561</b>   |
| <b>ENDING BALANCE</b>       | <b>\$ 2,100,063</b> | <b>\$ 2,716,171</b> | <b>\$ 2,390,591</b> | <b>\$ 2,223,030</b> | <b>\$ 2,716,867</b> | <b>\$ 2,755,806</b> |

**Collin County**  
**Adopted Healthcare Foundation Fund Summary**  
**FY 2018**

Fund designated to account for the Healthcare Foundation which assumes the County's obligation to provide indigent healthcare for county residents.

|                             | FY 2014<br>ACTUAL    | FY 2015<br>ACTUAL   | FY 2016<br>ACTUAL   | FY 2017<br>ADOPTED  | FY 2017<br>ACTUAL   | FY 2018<br>ADOPTED  |
|-----------------------------|----------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| <b>BEGINNING BALANCE</b>    | \$ 8,486,389         | \$ 7,703,192        | \$ 6,539,751        | \$ 4,619,375        | \$ 4,619,375        | \$ 3,744,239        |
| <b>REVENUE</b>              |                      |                     |                     |                     |                     |                     |
| Charges for Services/Fees   | \$ 227,777           | \$ 191,832          | \$ 135,780          | \$ 106,500          | \$ 144,344          | \$ 105,800          |
| Interest/Rental Revenue     | 1,263,626            | 1,131,678           | 1,138,165           | 1,166,275           | 1,137,566           | 1,113,453           |
| Miscellaneous               | 134,292              | 20,683              | 21,083              | 15,000              | 21,591              | 19,000              |
| Grants and Reimbursements   | 39,367               | 614,497             | 252,564             | 40,000              | 355,908             | 40,000              |
| <b>TOTAL REVENUES</b>       | <b>\$ 1,665,062</b>  | <b>\$ 1,958,690</b> | <b>\$ 1,547,592</b> | <b>\$ 1,327,775</b> | <b>\$ 1,659,409</b> | <b>\$ 1,278,253</b> |
| Transfer-In                 | \$ -                 | \$ -                | \$ -                | \$ 500,000          | \$ 500,000          | \$ 3,300,000        |
| <b>TOTAL RESOURCES</b>      | <b>\$ 10,151,451</b> | <b>\$ 9,661,882</b> | <b>\$ 8,087,343</b> | <b>\$ 6,447,150</b> | <b>\$ 6,778,784</b> | <b>\$ 8,322,492</b> |
| <b>EXPENDITURES</b>         |                      |                     |                     |                     |                     |                     |
| Personnel                   | \$ 1,531,730         | \$ 1,596,581        | \$ 1,770,712        | \$ 2,208,899        | \$ 2,022,224        | \$ 2,431,542        |
| Training & Travel           | 15,860               | 10,982              | 27,310              | 46,000              | 32,543              | 46,000              |
| M & O                       | 893,386              | 1,514,568           | 1,626,448           | 2,036,073           | 961,629             | 2,028,753           |
| Capital                     | 7,283                | -                   | 43,498              | -                   | 18,149              | -                   |
| <b>TOTAL EXPENDITURES</b>   | <b>\$ 2,448,259</b>  | <b>\$ 3,122,131</b> | <b>\$ 3,467,968</b> | <b>\$ 4,290,972</b> | <b>\$ 3,034,545</b> | <b>\$ 4,506,295</b> |
| Transfer-Out                | \$ -                 | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                |
| <b>TOTAL APPROPRIATIONS</b> | <b>\$ 2,448,259</b>  | <b>\$ 3,122,131</b> | <b>\$ 3,467,968</b> | <b>\$ 4,290,972</b> | <b>\$ 3,034,545</b> | <b>\$ 4,506,295</b> |
| <b>ENDING BALANCE</b>       | <b>\$ 7,703,192</b>  | <b>\$ 6,539,751</b> | <b>\$ 4,619,375</b> | <b>\$ 2,156,178</b> | <b>\$ 3,744,239</b> | <b>\$ 3,816,197</b> |

**Collin County**  
**Adopted County Records Management and Preservation Fund Summary**  
**FY 2018**

Fund designated to account for the collection of the County statutory document preservation fee and the expenditure for records management and preservation services.

|                             | FY 2014<br>ACTUAL   | FY 2015<br>ACTUAL   | FY 2016<br>ACTUAL   | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>ADOPTED |
|-----------------------------|---------------------|---------------------|---------------------|--------------------|-------------------|--------------------|
| <b>BEGINNING BALANCE</b>    | \$ 1,422,127        | \$ 1,380,940        | \$ 1,108,011        | \$ 598,377         | \$ 598,377        | \$ 455,680         |
| <b>REVENUE</b>              |                     |                     |                     |                    |                   |                    |
| Charges for Services/Fees   | \$ 213,460          | \$ 231,682          | \$ 251,687          | \$ 197,000         | \$ 248,284        | \$ 242,000         |
| Interest/Rental Revenue     | 502                 | 1,296               | -                   | -                  | -                 | -                  |
| <b>TOTAL REVENUES</b>       | <b>\$ 213,962</b>   | <b>\$ 232,978</b>   | <b>\$ 251,687</b>   | <b>\$ 197,000</b>  | <b>\$ 248,284</b> | <b>\$ 242,000</b>  |
| <b>TOTAL RESOURCES</b>      | <b>\$ 1,636,089</b> | <b>\$ 1,613,918</b> | <b>\$ 1,359,698</b> | <b>\$ 795,377</b>  | <b>\$ 846,661</b> | <b>\$ 697,680</b>  |
| <b>EXPENDITURES</b>         |                     |                     |                     |                    |                   |                    |
| M & O                       | \$ 211,952          | \$ 124,001          | \$ 394,327          | \$ 474,780         | \$ 315,381        | \$ 434,380         |
| Capital                     | 43,197              | 381,906             | 366,994             | 79,977             | 75,600            | -                  |
| <b>TOTAL EXPENDITURES</b>   | <b>\$ 255,149</b>   | <b>\$ 505,907</b>   | <b>\$ 761,321</b>   | <b>\$ 554,757</b>  | <b>\$ 390,981</b> | <b>\$ 434,380</b>  |
| <b>TOTAL APPROPRIATIONS</b> | <b>\$ 255,149</b>   | <b>\$ 505,907</b>   | <b>\$ 761,321</b>   | <b>\$ 554,757</b>  | <b>\$ 390,981</b> | <b>\$ 434,380</b>  |
| <b>ENDING BALANCE</b>       | <b>\$ 1,380,940</b> | <b>\$ 1,108,011</b> | <b>\$ 598,377</b>   | <b>\$ 240,620</b>  | <b>\$ 455,680</b> | <b>\$ 263,300</b>  |

**Collin County**  
**Adopted DA Pre-Trial Intervention Program Fund Summary**  
**FY 2018**

Fund used to account for participation fees paid by defendants, who have entered the program as an alternative to prosecution for specific crimes, with the intent that successful completion of the program will remove the arrest and details from their record, and the expenditures for the program.

|                             | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>ADOPTED |
|-----------------------------|-------------------|-------------------|-------------------|--------------------|-------------------|--------------------|
| <b>BEGINNING BALANCE</b>    | \$ 385,324        | \$ 460,207        | \$ 588,353        | \$ 661,143         | \$ 661,143        | \$ 768,617         |
| <b>REVENUE</b>              |                   |                   |                   |                    |                   |                    |
| Charges for Services/Fees   | \$ 138,069        | \$ 127,660        | \$ 139,890        | \$ 105,000         | \$ 155,480        | \$ 110,000         |
| Interest/Rental Revenue     | 138               | 486               | -                 | -                  | -                 | -                  |
| <b>TOTAL REVENUES</b>       | <b>\$ 138,207</b> | <b>\$ 128,146</b> | <b>\$ 139,890</b> | <b>\$ 105,000</b>  | <b>\$ 155,480</b> | <b>\$ 110,000</b>  |
| <b>TOTAL RESOURCES</b>      | <b>\$ 523,531</b> | <b>\$ 588,353</b> | <b>\$ 728,243</b> | <b>\$ 766,143</b>  | <b>\$ 816,623</b> | <b>\$ 878,617</b>  |
| <b>EXPENDITURES</b>         |                   |                   |                   |                    |                   |                    |
| Personnel                   | \$ -              | \$ -              | \$ -              | \$ -               | \$ 47,237         | \$ 112,321         |
| Training & Travel           | -                 | -                 | -                 | -                  | 709               | 5,500              |
| M & O                       | \$ -              | \$ -              | \$ -              | \$ -               | \$ 60             | \$ 5,800           |
| <b>TOTAL EXPENDITURES</b>   | <b>\$ -</b>       | <b>\$ -</b>       | <b>\$ -</b>       | <b>\$ -</b>        | <b>\$ 48,006</b>  | <b>\$ 123,621</b>  |
| Transfer-Out                | \$ 63,324         | \$ -              | \$ 67,100         | \$ -               | \$ -              | \$ -               |
| <b>TOTAL APPROPRIATIONS</b> | <b>\$ 63,324</b>  | <b>\$ -</b>       | <b>\$ 67,100</b>  | <b>\$ -</b>        | <b>\$ 48,006</b>  | <b>\$ 123,621</b>  |
| <b>ENDING BALANCE</b>       | <b>\$ 460,207</b> | <b>\$ 588,353</b> | <b>\$ 661,143</b> | <b>\$ 766,143</b>  | <b>\$ 768,617</b> | <b>\$ 754,996</b>  |

**Collin County**  
**Adopted Drug Court/Specialty Court Program Fund Summary**  
**FY 2018**

Fund set up to account for participation fees paid by defendants required to maintain testing throughout their probation period, and the expenditures for the program.

|                             | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>ADOPTED |
|-----------------------------|-------------------|-------------------|-------------------|--------------------|-------------------|--------------------|
| <b>BEGINNING BALANCE</b>    | \$ 219,175        | \$ 206,339        | \$ 211,119        | \$ 242,146         | \$ 242,146        | \$ 236,798         |
| <b>REVENUE</b>              |                   |                   |                   |                    |                   |                    |
| Charges for Services/Fees   | \$ 85,480         | \$ 94,983         | \$ 104,517        | \$ 60,800          | \$ 89,950         | \$ 69,500          |
| Fines                       | 298               | -                 | -                 | -                  | -                 | -                  |
| Interest/Rental Revenue     | 116               | 225               | 284               | -                  | -                 | -                  |
| Miscellaneous               | -                 | -                 | -                 | -                  | 5,120             | -                  |
| <b>TOTAL REVENUES</b>       | <b>\$ 85,894</b>  | <b>\$ 95,208</b>  | <b>\$ 104,801</b> | <b>\$ 60,800</b>   | <b>\$ 95,070</b>  | <b>\$ 69,500</b>   |
| <b>TOTAL RESOURCES</b>      | <b>\$ 305,069</b> | <b>\$ 301,547</b> | <b>\$ 315,920</b> | <b>\$ 302,946</b>  | <b>\$ 337,216</b> | <b>\$ 306,298</b>  |
| <b>EXPENDITURES</b>         |                   |                   |                   |                    |                   |                    |
| Training & Travel           | \$ 5,140          | \$ 3,074          | \$ 5,899          | \$ 13,000          | \$ 6,770          | \$ 14,000          |
| M & O                       | 91,495            | 85,717            | 67,875            | 196,496            | 93,648            | 195,496            |
| <b>TOTAL EXPENDITURES</b>   | <b>\$ 96,635</b>  | <b>\$ 88,791</b>  | <b>\$ 73,774</b>  | <b>\$ 209,496</b>  | <b>\$ 100,418</b> | <b>\$ 209,496</b>  |
| Transfer-Out                | \$ 2,095          | \$ 1,637          | \$ -              | \$ -               | \$ -              | \$ -               |
| <b>TOTAL APPROPRIATIONS</b> | <b>\$ 98,730</b>  | <b>\$ 90,428</b>  | <b>\$ 73,774</b>  | <b>\$ 209,496</b>  | <b>\$ 100,418</b> | <b>\$ 209,496</b>  |
| <b>ENDING BALANCE</b>       | <b>\$ 206,339</b> | <b>\$ 211,119</b> | <b>\$ 242,146</b> | <b>\$ 93,450</b>   | <b>\$ 236,798</b> | <b>\$ 96,802</b>   |

**Collin County**  
**Adopted County Courts Technology Fund Summary**  
**FY 2018**

Fund used to account for fees paid by defendants in county courts to be used to fund costs of education and training regarding technological enhancements and for maintenance of technological enhancements.

|                             | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>ADOPTED |
|-----------------------------|-------------------|-------------------|-------------------|--------------------|-------------------|--------------------|
| <b>BEGINNING BALANCE</b>    | \$ 91,353         | \$ 139,764        | \$ 189,759        | \$ 241,165         | \$ 241,165        | \$ 297,221         |
| <b>REVENUE</b>              |                   |                   |                   |                    |                   |                    |
| Charges for Services/Fees   | \$ 51,225         | \$ 55,625         | \$ 55,512         | \$ 43,000          | \$ 56,456         | \$ 52,000          |
| Interest/Rental Revenue     | 43                | 158               | -                 | -                  | -                 | -                  |
| <b>TOTAL REVENUES</b>       | <b>\$ 51,268</b>  | <b>\$ 55,783</b>  | <b>\$ 55,512</b>  | <b>\$ 43,000</b>   | <b>\$ 56,456</b>  | <b>\$ 52,000</b>   |
| <b>TOTAL RESOURCES</b>      | <b>\$ 142,621</b> | <b>\$ 195,547</b> | <b>\$ 245,271</b> | <b>\$ 284,165</b>  | <b>\$ 297,621</b> | <b>\$ 349,221</b>  |
| <b>EXPENDITURES</b>         |                   |                   |                   |                    |                   |                    |
| M & O                       | \$ 2,857          | \$ 5,788          | \$ 4,106          | \$ 1,568           | \$ 400            | \$ 1,568           |
| <b>TOTAL EXPENDITURES</b>   | <b>\$ 2,857</b>   | <b>\$ 5,788</b>   | <b>\$ 4,106</b>   | <b>\$ 1,568</b>    | <b>\$ 400</b>     | <b>\$ 1,568</b>    |
| <b>TOTAL APPROPRIATIONS</b> | <b>\$ 2,857</b>   | <b>\$ 5,788</b>   | <b>\$ 4,106</b>   | <b>\$ 1,568</b>    | <b>\$ 400</b>     | <b>\$ 1,568</b>    |
| <b>ENDING BALANCE</b>       | <b>\$ 139,764</b> | <b>\$ 189,759</b> | <b>\$ 241,165</b> | <b>\$ 282,597</b>  | <b>\$ 297,221</b> | <b>\$ 347,653</b>  |

**Collin County**  
**Adopted District Courts Technology Fund Summary**  
**FY 2018**

Fund used to account for fees paid by defendants in district courts to be used to fund costs of education and training regarding technological enhancements and for maintenance of technological enhancements.

|                             | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>ADOPTED |
|-----------------------------|-------------------|-------------------|-------------------|--------------------|-------------------|--------------------|
| <b>BEGINNING BALANCE</b>    | \$ 42,768         | \$ 87,815         | \$ 138,319        | \$ 189,150         | \$ 189,150        | \$ 246,122         |
| <b>REVENUE</b>              |                   |                   |                   |                    |                   |                    |
| Charges for Services/Fees   | \$ 48,138         | \$ 51,762         | \$ 52,691         | \$ 35,000          | \$ 58,292         | \$ 51,000          |
| Interest/Rental Revenue     | 25                | 109               | -                 | -                  | -                 | -                  |
| <b>TOTAL REVENUES</b>       | <b>\$ 48,163</b>  | <b>\$ 51,871</b>  | <b>\$ 52,691</b>  | <b>\$ 35,000</b>   | <b>\$ 58,292</b>  | <b>\$ 51,000</b>   |
| <b>TOTAL RESOURCES</b>      | <b>\$ 90,931</b>  | <b>\$ 139,686</b> | <b>\$ 191,010</b> | <b>\$ 224,150</b>  | <b>\$ 247,442</b> | <b>\$ 297,122</b>  |
| <b>EXPENDITURES</b>         |                   |                   |                   |                    |                   |                    |
| M & O                       | \$ 3,116          | \$ 1,367          | \$ 1,860          | \$ 2,016           | \$ 1,320          | \$ 2,016           |
| <b>TOTAL EXPENDITURES</b>   | <b>\$ 3,116</b>   | <b>\$ 1,367</b>   | <b>\$ 1,860</b>   | <b>\$ 2,016</b>    | <b>\$ 1,320</b>   | <b>\$ 2,016</b>    |
| <b>TOTAL APPROPRIATIONS</b> | <b>\$ 3,116</b>   | <b>\$ 1,367</b>   | <b>\$ 1,860</b>   | <b>\$ 2,016</b>    | <b>\$ 1,320</b>   | <b>\$ 2,016</b>    |
| <b>ENDING BALANCE</b>       | <b>\$ 87,815</b>  | <b>\$ 138,319</b> | <b>\$ 189,150</b> | <b>\$ 222,134</b>  | <b>\$ 246,122</b> | <b>\$ 295,106</b>  |

**Collin County**  
**Adopted Probate Contributions Fund Summary**  
**FY 2018**

Fund used to account for return of funds from the state regarding payment of fees collected in excess of the state salary supplements and may be used only for court-related purposes for the support of statutory probate courts.

|                             | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>ADOPTED |
|-----------------------------|-------------------|-------------------|-------------------|--------------------|-------------------|--------------------|
| <b>BEGINNING BALANCE</b>    | \$ 316,010        | \$ 386,760        | \$ 448,782        | \$ 528,965         | \$ 528,965        | \$ 589,368         |
| <b>REVENUE</b>              |                   |                   |                   |                    |                   |                    |
| Intergovernmental Revenue   | \$ 80,922         | \$ 72,239         | \$ 78,111         | \$ 40,000          | \$ 85,086         | \$ 40,000          |
| Interest/Rental Revenue     | 128               | 383               | 2,072             | 100                | 5,181             | 4,700              |
| <b>TOTAL REVENUES</b>       | <b>\$ 81,050</b>  | <b>\$ 72,622</b>  | <b>\$ 80,183</b>  | <b>\$ 40,100</b>   | <b>\$ 90,267</b>  | <b>\$ 44,700</b>   |
| Transfer-In                 | \$ -              | \$ -              | \$ -              | \$ -               | \$ -              | \$ -               |
| <b>TOTAL RESOURCES</b>      | <b>\$ 397,060</b> | <b>\$ 459,382</b> | <b>\$ 528,965</b> | <b>\$ 569,065</b>  | <b>\$ 619,232</b> | <b>\$ 634,068</b>  |
| <b>EXPENDITURES</b>         |                   |                   |                   |                    |                   |                    |
| Personnel                   | \$ 10,300         | \$ 10,600         | \$ -              | \$ 63,189          | \$ 24,815         | \$ 65,270          |
| Training & Travel           | -                 | -                 | -                 | 10,451             | 4,781             | 10,451             |
| M & O                       | -                 | -                 | -                 | 1,900              | 268               | 1,900              |
| <b>TOTAL EXPENDITURES</b>   | <b>\$ 10,300</b>  | <b>\$ 10,600</b>  | <b>\$ -</b>       | <b>\$ 75,540</b>   | <b>\$ 29,864</b>  | <b>\$ 77,621</b>   |
| <b>TOTAL APPROPRIATIONS</b> | <b>\$ 10,300</b>  | <b>\$ 10,600</b>  | <b>\$ -</b>       | <b>\$ 75,540</b>   | <b>\$ 29,864</b>  | <b>\$ 77,621</b>   |
| <b>ENDING BALANCE</b>       | <b>\$ 386,760</b> | <b>\$ 448,782</b> | <b>\$ 528,965</b> | <b>\$ 493,525</b>  | <b>\$ 589,368</b> | <b>\$ 556,447</b>  |

**Collin County**  
**Adopted District Clerk Court Records Preservation Fund Summary**  
**FY 2018**

Fund used to account for fees paid in each civil case filed in a district court to be used only to digitize court records to preserve them from natural disasters.

|                             | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>ADOPTED |
|-----------------------------|-------------------|-------------------|-------------------|--------------------|-------------------|--------------------|
| <b>BEGINNING BALANCE</b>    | \$ 322,396        | \$ 324,982        | \$ 415,354        | \$ 407,198         | \$ 407,198        | \$ 503,122         |
| <b>REVENUE</b>              |                   |                   |                   |                    |                   |                    |
| Charges for Services/Fees   | \$ 84,909         | \$ 90,026         | \$ 91,844         | \$ 70,000          | \$ 95,924         | \$ 85,000          |
| Interest/Rental Revenue     | 120               | 346               | -                 | -                  | -                 | -                  |
| <b>TOTAL REVENUES</b>       | <b>\$ 85,029</b>  | <b>\$ 90,372</b>  | <b>\$ 91,844</b>  | <b>\$ 70,000</b>   | <b>\$ 95,924</b>  | <b>\$ 85,000</b>   |
| <b>TOTAL RESOURCES</b>      | <b>\$ 407,425</b> | <b>\$ 415,354</b> | <b>\$ 507,198</b> | <b>\$ 477,198</b>  | <b>\$ 503,122</b> | <b>\$ 588,122</b>  |
| <b>EXPENDITURES</b>         |                   |                   |                   |                    |                   |                    |
| M & O                       | \$ -              | \$ -              | \$ 100,000        | \$ 100,000         | \$ -              | \$ 100,000         |
| <b>TOTAL EXPENDITURES</b>   | <b>\$ -</b>       | <b>\$ -</b>       | <b>\$ 100,000</b> | <b>\$ 100,000</b>  | <b>\$ -</b>       | <b>\$ 100,000</b>  |
| Transfer-Out                | \$ 82,443         | \$ -              | \$ -              | \$ -               | \$ -              | \$ -               |
| <b>TOTAL APPROPRIATIONS</b> | <b>\$ 82,443</b>  | <b>\$ -</b>       | <b>\$ 100,000</b> | <b>\$ 100,000</b>  | <b>\$ -</b>       | <b>\$ 100,000</b>  |
| <b>ENDING BALANCE</b>       | <b>\$ 324,982</b> | <b>\$ 415,354</b> | <b>\$ 407,198</b> | <b>\$ 377,198</b>  | <b>\$ 503,122</b> | <b>\$ 488,122</b>  |

**Collin County**  
**Adopted Debt Service Fund Summary**  
**FY 2018**

Fund used to account for property tax revenues restricted to be used to meet the county's debt obligation.

|                               | FY 2014<br>ACTUAL    | FY 2015<br>ACTUAL    | FY 2016<br>ACTUAL     | FY 2017<br>ADOPTED   | FY 2017<br>ACTUAL    | FY 2018<br>ADOPTED   |
|-------------------------------|----------------------|----------------------|-----------------------|----------------------|----------------------|----------------------|
| <b>BEGINNING BALANCE</b>      | \$ 9,957,970         | \$ 11,858,205        | \$ 17,005,175         | \$ 18,983,439        | \$ 18,983,439        | \$ 20,579,339        |
| <b>REVENUE</b>                |                      |                      |                       |                      |                      |                      |
| Current Taxes                 | \$ 44,980,945        | \$ 49,505,955        | \$ 52,758,971         | \$ 58,475,904        | \$ 59,284,840        | \$ 64,202,200        |
| Delinquent Taxes and Interest | 602,902              | 865,023              | 1,056,382             | 920,648              | 1,139,014            | 1,010,803            |
| Intergovernmental Revenue     | 145,556              | 436,198              | 292,522               | -                    | 293,275              | 297,719              |
| Interest                      | 7,419                | 29,928               | 102,688               | 70,000               | 266,323              | 260,000              |
| <b>TOTAL REVENUES</b>         | <b>\$ 45,736,822</b> | <b>\$ 50,837,104</b> | <b>\$ 54,210,563</b>  | <b>\$ 59,466,552</b> | <b>\$ 60,983,452</b> | <b>\$ 65,770,722</b> |
| Other Financing Sources       | \$ 23,502,797        | \$ 30,533,093        | \$ 29,167,802         | \$ -                 | \$ -                 | \$ -                 |
| <b>TOTAL RESOURCES</b>        | <b>\$ 79,197,589</b> | <b>\$ 93,228,402</b> | <b>\$ 100,383,540</b> | <b>\$ 78,449,991</b> | <b>\$ 79,966,891</b> | <b>\$ 86,350,061</b> |
| <b>EXPENDITURES</b>           |                      |                      |                       |                      |                      |                      |
| Debt Service                  | \$ 67,339,384        | \$ 76,223,227        | \$ 81,400,101         | \$ 58,641,714        | \$ 59,387,552        | \$ 65,290,931        |
| <b>TOTAL EXPENDITURES</b>     | <b>\$ 67,339,384</b> | <b>\$ 76,223,227</b> | <b>\$ 81,400,101</b>  | <b>\$ 58,641,714</b> | <b>\$ 59,387,552</b> | <b>\$ 65,290,931</b> |
| <b>TOTAL APPROPRIATIONS</b>   | <b>\$ 67,339,384</b> | <b>\$ 76,223,227</b> | <b>\$ 81,400,101</b>  | <b>\$ 58,641,714</b> | <b>\$ 59,387,552</b> | <b>\$ 65,290,931</b> |
| <b>ENDING BALANCE</b>         | <b>\$ 11,858,205</b> | <b>\$ 17,005,175</b> | <b>\$ 18,983,439</b>  | <b>\$ 19,808,277</b> | <b>\$ 20,579,339</b> | <b>\$ 21,059,130</b> |

**Collin County**  
**Adopted Permanent Improvement Fund Summary**  
**FY 2018**

Fund used to account for property tax revenues and expenditures associated with permanent improvement projects.

|                                    | FY 2014<br>ACTUAL    | FY 2015<br>ACTUAL    | FY 2016<br>ACTUAL    | FY 2017<br>ADOPTED   | FY 2017<br>ACTUAL    | FY 2018<br>ADOPTED   |
|------------------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| <b>BEGINNING BALANCE</b>           | \$ 28,692,077        | \$ 27,175,236        | \$ 26,248,826        | \$ 24,322,298        | \$ 24,322,298        | \$ 25,349,457        |
| <b>REVENUE</b>                     |                      |                      |                      |                      |                      |                      |
| Current Taxes                      | \$ -                 | \$ -                 | \$ -                 | \$ 3,178,039         | \$ 3,222,002         | \$ 2,785,499         |
| Delinquent Taxes and Interest      | -                    | -                    | -                    | 50,036               | 61,903               | 43,856               |
| Interest/Rental Revenue            | \$ 14,869            | \$ 15,681            | \$ 45,542            | \$ 20,000            | \$ 107,462           | \$ 98,000            |
| <b>TOTAL REVENUES</b>              | <b>\$ 14,869</b>     | <b>\$ 15,681</b>     | <b>\$ 45,542</b>     | <b>\$ 3,248,075</b>  | <b>\$ 3,391,367</b>  | <b>\$ 2,927,355</b>  |
| Transfer-In                        | \$ -                 | \$ -                 | \$ -                 | \$ -                 | \$ -                 | \$ -                 |
| <b>TOTAL RESOURCES</b>             | <b>\$ 28,706,946</b> | <b>\$ 27,190,917</b> | <b>\$ 26,294,368</b> | <b>\$ 27,570,373</b> | <b>\$ 27,713,665</b> | <b>\$ 28,276,812</b> |
| <b>EXPENDITURES</b>                |                      |                      |                      |                      |                      |                      |
| M & O                              | \$ 849,908           | \$ 327,190           | \$ 545,618           | \$ 111,500           | \$ 248,084           | \$ 87,815            |
| Capital                            | 681,802              | 614,901              | 1,426,452            | 2,693,000            | 2,116,124            | 2,741,376            |
| <b>TOTAL EXPENDITURES</b>          | <b>\$ 1,531,710</b>  | <b>\$ 942,091</b>    | <b>\$ 1,972,070</b>  | <b>\$ 2,804,500</b>  | <b>\$ 2,364,208</b>  | <b>\$ 2,829,191</b>  |
| <b>TOTAL APPROPRIATIONS</b>        | <b>\$ 1,531,710</b>  | <b>\$ 942,091</b>    | <b>\$ 1,972,070</b>  | <b>\$ 2,804,500</b>  | <b>\$ 2,364,208</b>  | <b>\$ 2,829,191</b>  |
| <b>ENDING BALANCE</b>              | <b>\$ 27,175,236</b> | <b>\$ 26,248,826</b> | <b>\$ 24,322,298</b> | <b>\$ 24,765,873</b> | <b>\$ 25,349,457</b> | <b>\$ 25,447,621</b> |
| R - Outer Loop                     |                      |                      |                      |                      |                      | 15,463,570           |
| <b>FUND BALANCE AFTER RESERVES</b> |                      |                      |                      |                      |                      | <b>\$ 9,984,051</b>  |

**Collin County**  
**Adopted Liability Insurance Fund Summary**  
**FY 2018**

Internal service fund to account for liability insurance coverage for losses due to theft, mysterious disappearance, and damage or destruction of assets.

|                             | FY 2014<br>ACTUAL   | FY 2015<br>ACTUAL   | FY 2016<br>ACTUAL   | FY 2017<br>ADOPTED  | FY 2017<br>ACTUAL   | FY 2018<br>ADOPTED  |
|-----------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| <b>BEGINNING BALANCE</b>    | \$ 2,001,653        | \$ 2,020,878        | \$ 1,554,398        | \$ 2,224,637        | \$ 2,224,637        | \$ 3,239,405        |
| <b>REVENUE</b>              |                     |                     |                     |                     |                     |                     |
| Interest/Rental Revenue     | \$ 2,777            | \$ 1,889            | \$ 10,420           | \$ 3,500            | \$ 29,914           | \$ -                |
| Premiums                    | 1,010,000           | 450,000             | 1,567,347           | 1,565,000           | 1,995,726           | 1,695,000           |
| Other                       | -                   | -                   | -                   | -                   | -                   | 25,000              |
| <b>TOTAL REVENUES</b>       | <b>\$ 1,012,777</b> | <b>\$ 451,889</b>   | <b>\$ 1,577,767</b> | <b>\$ 1,568,500</b> | <b>\$ 2,025,640</b> | <b>\$ 1,720,000</b> |
| <b>TOTAL RESOURCES</b>      | <b>\$ 3,014,430</b> | <b>\$ 2,472,767</b> | <b>\$ 3,132,165</b> | <b>\$ 3,793,137</b> | <b>\$ 4,250,277</b> | <b>\$ 4,959,405</b> |
| <b>EXPENDITURES</b>         |                     |                     |                     |                     |                     |                     |
| Capital                     | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                |
| Administration Fees         | -                   | -                   | -                   | 15,000              | -                   | 15,000              |
| Benefits                    | 993,552             | 918,369             | 907,528             | 1,550,000           | 1,010,872           | 1,680,000           |
| <b>TOTAL EXPENDITURES</b>   | <b>\$ 993,552</b>   | <b>\$ 918,369</b>   | <b>\$ 907,528</b>   | <b>\$ 1,565,000</b> | <b>\$ 1,010,872</b> | <b>\$ 1,695,000</b> |
| <b>TOTAL APPROPRIATIONS</b> | <b>\$ 993,552</b>   | <b>\$ 918,369</b>   | <b>\$ 907,528</b>   | <b>\$ 1,565,000</b> | <b>\$ 1,010,872</b> | <b>\$ 1,695,000</b> |
| <b>ENDING BALANCE</b>       | <b>\$ 2,020,878</b> | <b>\$ 1,554,398</b> | <b>\$ 2,224,637</b> | <b>\$ 2,228,137</b> | <b>\$ 3,239,405</b> | <b>\$ 3,264,405</b> |

**Collin County**  
**Adopted Workers Compensation Fund Summary**  
**FY 2018**

Internal service fund established to account for a self-insurance program providing medical and indemnity payments as required by law for on-the job related injuries up to a stop loss amount. The plan is administered by a third party.

|                             | FY 2014<br>ACTUAL          | FY 2015<br>ACTUAL        | FY 2016<br>ACTUAL          | FY 2017<br>ADOPTED         | FY 2017<br>ACTUAL          | FY 2018<br>ADOPTED         |
|-----------------------------|----------------------------|--------------------------|----------------------------|----------------------------|----------------------------|----------------------------|
| <b>BEGINNING BALANCE</b>    | \$ 359,844                 | \$ 688,470               | \$ 571,280                 | \$ 1,142,105               | \$ 1,142,105               | \$ 1,959,753               |
| <b>REVENUE</b>              |                            |                          |                            |                            |                            |                            |
| Interest/Rental Revenue     | \$ 449                     | \$ 1,303                 | \$ 7,281                   | \$ 3,000                   | \$ 21,566                  | \$ 190,000                 |
| Premiums                    | <u>710,000</u>             | <u>238,683</u>           | <u>991,048</u>             | <u>885,000</u>             | <u>1,045,307</u>           | <u>885,000</u>             |
| <b>TOTAL REVENUES</b>       | <b>\$ 710,449</b>          | <b>\$ 239,986</b>        | <b>\$ 998,329</b>          | <b>\$ 888,000</b>          | <b>\$ 1,066,873</b>        | <b>\$ 1,075,000</b>        |
| <b>TOTAL RESOURCES</b>      | <b><u>\$ 1,070,293</u></b> | <b><u>\$ 928,456</u></b> | <b><u>\$ 1,569,609</u></b> | <b><u>\$ 2,030,105</u></b> | <b><u>\$ 2,208,978</u></b> | <b><u>\$ 3,034,753</u></b> |
| <b>EXPENDITURES</b>         |                            |                          |                            |                            |                            |                            |
| Administration Fees         | \$ -                       | \$ -                     | \$ -                       | \$ 50,000                  | \$ 35,340                  | \$ 50,000                  |
| Benefits                    | <u>381,823</u>             | <u>357,176</u>           | <u>427,504</u>             | <u>835,000</u>             | <u>213,885</u>             | <u>835,000</u>             |
| <b>TOTAL EXPENDITURES</b>   | <b>\$ 381,823</b>          | <b>\$ 357,176</b>        | <b>\$ 427,504</b>          | <b>\$ 885,000</b>          | <b>\$ 249,225</b>          | <b>\$ 885,000</b>          |
| <b>TOTAL APPROPRIATIONS</b> | <b><u>\$ 381,823</u></b>   | <b><u>\$ 357,176</u></b> | <b><u>\$ 427,504</u></b>   | <b><u>\$ 885,000</u></b>   | <b><u>\$ 249,225</u></b>   | <b><u>\$ 885,000</u></b>   |
| <b>ENDING BALANCE</b>       | <b><u>\$ 688,470</u></b>   | <b><u>\$ 571,280</u></b> | <b><u>\$ 1,142,105</u></b> | <b><u>\$ 1,145,105</u></b> | <b><u>\$ 1,959,753</u></b> | <b><u>\$ 2,149,753</u></b> |

**Collin County**  
**Adopted Unemployment Insurance Fund Summary**  
**FY 2018**

Internal service fund established to account for the unemployment compensation program administered by the Texas Employment Commission.

|                             | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>ADOPTED |
|-----------------------------|-------------------|-------------------|-------------------|--------------------|-------------------|--------------------|
| <b>BEGINNING BALANCE</b>    | \$ 617,203        | \$ 637,985        | \$ 691,110        | \$ 731,290         | \$ 731,290        | \$ 840,013         |
| <b>REVENUE</b>              |                   |                   |                   |                    |                   |                    |
| Interest/Rental Revenue     | \$ 270            | \$ 647            | \$ 3,096          | \$ 1,200           | \$ 7,284          | \$ 6,500           |
| Premiums                    | 83,320            | 86,499            | 89,781            | 172,966            | 115,385           | 104,187            |
| <b>TOTAL REVENUES</b>       | <b>\$ 83,590</b>  | <b>\$ 87,146</b>  | <b>\$ 92,877</b>  | <b>\$ 174,166</b>  | <b>\$ 122,669</b> | <b>\$ 110,687</b>  |
| <b>TOTAL RESOURCES</b>      | <b>\$ 700,793</b> | <b>\$ 725,131</b> | <b>\$ 783,987</b> | <b>\$ 905,456</b>  | <b>\$ 853,959</b> | <b>\$ 950,700</b>  |
| <b>EXPENDITURES</b>         |                   |                   |                   |                    |                   |                    |
| Benefits                    | \$ 62,808         | \$ 34,021         | \$ 52,697         | \$ 172,000         | \$ 13,946         | \$ 96,500          |
| <b>TOTAL EXPENDITURES</b>   | <b>\$ 62,808</b>  | <b>\$ 34,021</b>  | <b>\$ 52,697</b>  | <b>\$ 172,000</b>  | <b>\$ 13,946</b>  | <b>\$ 96,500</b>   |
| <b>TOTAL APPROPRIATIONS</b> | <b>\$ 62,808</b>  | <b>\$ 34,021</b>  | <b>\$ 52,697</b>  | <b>\$ 172,000</b>  | <b>\$ 13,946</b>  | <b>\$ 96,500</b>   |
| <b>ENDING BALANCE</b>       | <b>\$ 637,985</b> | <b>\$ 691,110</b> | <b>\$ 731,290</b> | <b>\$ 733,456</b>  | <b>\$ 840,013</b> | <b>\$ 854,200</b>  |

**Collin County**  
**Adopted Insurance Claim Fund Summary**  
**FY 2018**

Internal service fund established to account for the County's group health and dental insurance. The County insurance plan is administered by a third-party.

|                             | FY 2014<br>ACTUAL    | FY 2015<br>ACTUAL    | FY 2016<br>ACTUAL    | FY 2017<br>ADOPTED   | FY 2017<br>ACTUAL    | FY 2018<br>ADOPTED   |
|-----------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| <b>BEGINNING BALANCE</b>    | \$ 1,859,106         | \$ 1,602,111         | \$ 2,442,401         | \$ 5,824,632         | \$ 5,824,632         | \$ 4,765,677         |
| <b>REVENUE</b>              |                      |                      |                      |                      |                      |                      |
| Interest/Rental Revenue     | \$ 4,426             | \$ 5,960             | \$ 12,856            | \$ 7,000             | \$ 42,324            | \$ 34,000            |
| Employer Contribution       | 16,185,194           | 19,859,264           | 20,811,900           | 21,322,691           | 24,142,997           | 23,335,059           |
| Employee Contributions      | 3,620,069            | 3,610,747            | 3,439,093            | 3,600,000            | 3,696,875            | 3,400,000            |
| Other                       | 1,220,264            | 1,671,459            | 3,040,323            | 450,000              | 1,058,434            | 800,000              |
| <b>TOTAL REVENUES</b>       | <b>\$ 21,029,953</b> | <b>\$ 25,147,430</b> | <b>\$ 27,304,172</b> | <b>\$ 25,379,691</b> | <b>\$ 28,940,630</b> | <b>\$ 27,569,059</b> |
| Transfer-In                 | \$ -                 | \$ -                 | \$ -                 | \$ -                 | \$ -                 | \$ -                 |
| <b>TOTAL RESOURCES</b>      | <b>\$ 22,889,059</b> | <b>\$ 26,749,541</b> | <b>\$ 29,746,573</b> | <b>\$ 31,204,323</b> | <b>\$ 34,765,262</b> | <b>\$ 32,334,736</b> |
| <b>EXPENDITURES</b>         |                      |                      |                      |                      |                      |                      |
| Personnel                   | \$ 200,944           | \$ 192,308           | \$ 220,274           | \$ 228,409           | \$ 230,951           | \$ 251,090           |
| Training & Travel           | 556                  | 1,494                | 2,014                | 8,000                | 2,895                | 8,000                |
| M & O                       | 20,370               | 20,710               | 20,763               | 41,244               | 26,619               | 51,244               |
| Administration Fees         | 2,376,644            | 2,595,961            | 2,917,867            | 2,800,000            | 2,757,697            | 2,725,000            |
| Other                       | 18,688,434           | 21,496,667           | 20,761,023           | 22,958,756           | 26,981,423           | 25,075,000           |
| <b>TOTAL EXPENDITURES</b>   | <b>\$ 21,286,948</b> | <b>\$ 24,307,140</b> | <b>\$ 23,921,941</b> | <b>\$ 26,036,409</b> | <b>\$ 29,999,585</b> | <b>\$ 28,110,334</b> |
| <b>TOTAL APPROPRIATIONS</b> | <b>\$ 21,286,948</b> | <b>\$ 24,307,140</b> | <b>\$ 23,921,941</b> | <b>\$ 26,036,409</b> | <b>\$ 29,999,585</b> | <b>\$ 28,110,334</b> |
| <b>ENDING BALANCE</b>       | <b>\$ 1,602,111</b>  | <b>\$ 2,442,401</b>  | <b>\$ 5,824,632</b>  | <b>\$ 5,167,914</b>  | <b>\$ 4,765,677</b>  | <b>\$ 4,224,402</b>  |

**Collin County**  
**Adopted Animal Safety Fund Summary**  
**FY 2018**

Internal service fund used to account for animal shelter and control services for the County as well as other cities within the County.

|                               | FY 2014<br>ACTUAL   | FY 2015<br>ACTUAL   | FY 2016<br>ACTUAL   | FY 2017<br>ADOPTED  | FY 2017<br>ACTUAL   | FY 2018<br>ADOPTED  |
|-------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| <b>BEGINNING BALANCE</b>      | \$ 2,540,765        | \$ 2,941,066        | \$ 3,198,670        | \$ 3,183,875        | \$ 3,183,875        | \$ 3,374,148        |
| <b>REVENUE</b>                |                     |                     |                     |                     |                     |                     |
| Charges for Services/Fees     | \$ 1,512,693        | \$ 1,407,313        | \$ 1,184,727        | \$ 1,380,000        | \$ 1,264,088        | \$ 1,400,000        |
| Interest/Rental Revenue       | 538                 | 1,222               | 4,992               | 2,200               | 10,609              | 9,500               |
| Miscellaneous                 | 128,250             | 6,082               | 3,327               | -                   | -                   | -                   |
| Sale of Assets                | 1,804               | -                   | (114)               | -                   | -                   | -                   |
| <b>TOTAL REVENUES</b>         | <b>\$ 1,643,285</b> | <b>\$ 1,414,617</b> | <b>\$ 1,192,932</b> | <b>\$ 1,382,200</b> | <b>\$ 1,274,697</b> | <b>\$ 1,409,500</b> |
| Transfer-In                   | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                |
| <b>TOTAL RESOURCES</b>        | <b>\$ 4,184,050</b> | <b>\$ 4,355,683</b> | <b>\$ 4,391,602</b> | <b>\$ 4,566,075</b> | <b>\$ 4,458,572</b> | <b>\$ 4,783,648</b> |
| <b>EXPENDITURES</b>           |                     |                     |                     |                     |                     |                     |
| Personnel                     | \$ 703,420          | \$ 737,934          | \$ 774,473          | \$ 760,005          | \$ 772,244          | \$ 864,062          |
| Training & Travel             | 3,230               | 7,105               | 5,232               | 12,044              | 3,102               | 12,044              |
| M & O                         | 360,104             | 244,565             | 272,881             | 384,951             | 281,373             | 392,861             |
| Capital                       | 73,737              | 166,717             | 142,049             | 14,000              | 14,613              | 25,010              |
| <b>TOTAL EXPENDITURES</b>     | <b>\$ 1,140,491</b> | <b>\$ 1,156,321</b> | <b>\$ 1,194,635</b> | <b>\$ 1,171,000</b> | <b>\$ 1,071,332</b> | <b>\$ 1,293,977</b> |
| Transfer-Out/Full Acc Adj     | \$ 102,493          | \$ 692              | \$ 13,092           |                     | \$ 13,092           |                     |
| <b>TOTAL APPROPRIATIONS</b>   | <b>\$ 1,242,984</b> | <b>\$ 1,157,013</b> | <b>\$ 1,207,727</b> | <b>\$ 1,171,000</b> | <b>\$ 1,084,424</b> | <b>\$ 1,293,977</b> |
| <b>ENDING BALANCE</b>         | <b>\$ 2,941,066</b> | <b>\$ 3,198,670</b> | <b>\$ 3,183,875</b> | <b>\$ 3,395,075</b> | <b>\$ 3,374,148</b> | <b>\$ 3,489,671</b> |
| Capital Asset Value-Building  | \$ 2,064,274        | \$ 1,969,381        | \$ 1,874,487        | \$ 1,874,487        | \$ 1,874,487        | \$ 1,874,487        |
| Capital Machinery & Equipment | 59,080              | 194,491             | 268,501             | 268,501             | 268,501             | 268,501             |

**Collin County**  
**Adopted CPS Board Fund Summary**  
**FY 2018**

State Agency Fund established to account for the County contribution to the Child Protective Services Board.

|                             | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>ADOPTED |
|-----------------------------|-------------------|-------------------|-------------------|--------------------|-------------------|--------------------|
| <b>BEGINNING BALANCE</b>    | \$ -              | \$ 4,526          | \$ 7,722          | \$ 23,147          | \$ 23,147         | \$ 38,241          |
| <b>REVENUE</b>              |                   |                   |                   |                    |                   |                    |
| Interest/Rental Revenue     | \$ 24             | \$ 88             | \$ 91             | \$ 50              | \$ 88             | \$ -               |
| Other                       | 75                | -                 | -                 | -                  | -                 | -                  |
| <b>TOTAL REVENUES</b>       | <b>\$ 99</b>      | <b>\$ 88</b>      | <b>\$ 91</b>      | <b>\$ 50</b>       | <b>\$ 88</b>      | <b>\$ -</b>        |
| Transfer-In                 | \$ 48,862         | \$ 48,000         | \$ 48,000         | \$ 48,000          | \$ 48,000         | \$ 48,000          |
| <b>TOTAL RESOURCES</b>      | <b>\$ 48,961</b>  | <b>\$ 52,614</b>  | <b>\$ 55,813</b>  | <b>\$ 71,197</b>   | <b>\$ 71,235</b>  | <b>\$ 86,241</b>   |
| <b>EXPENDITURES</b>         |                   |                   |                   |                    |                   |                    |
| Training & Travel           | \$ 2,000          | \$ -              | \$ -              | \$ 7,500           | \$ 8,138          | \$ 7,500           |
| M & O                       | 42,435            | 44,892            | 32,666            | 38,830             | 24,856            | 38,830             |
| <b>TOTAL EXPENDITURES</b>   | <b>\$ 44,435</b>  | <b>\$ 44,892</b>  | <b>\$ 32,666</b>  | <b>\$ 46,330</b>   | <b>\$ 32,994</b>  | <b>\$ 46,330</b>   |
| <b>TOTAL APPROPRIATIONS</b> | <b>\$ 44,435</b>  | <b>\$ 44,892</b>  | <b>\$ 32,666</b>  | <b>\$ 46,330</b>   | <b>\$ 32,994</b>  | <b>\$ 46,330</b>   |
| <b>ENDING BALANCE</b>       | <b>\$ 4,526</b>   | <b>\$ 7,722</b>   | <b>\$ 23,147</b>  | <b>\$ 24,867</b>   | <b>\$ 38,241</b>  | <b>\$ 39,911</b>   |

**Collin County**  
**Adopted CSCD Fund Summary**  
**FY 2018**

State Agency Fund established to account for operations of community supervision and corrections.

|                             | FY 2014<br>ACTUAL    | FY 2015<br>ACTUAL    | FY 2016<br>ACTUAL    | FY 2017<br>ADOPTED   | FY 2017<br>ACTUAL    | FY 2018<br>ADOPTED   |
|-----------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| <b>BEGINNING BALANCE</b>    | \$ 3,621,066         | \$ 3,685,367         | \$ 3,806,966         | \$ 3,467,425         | \$ 3,467,425         | \$ 3,762,930         |
| <b>REVENUE</b>              |                      |                      |                      |                      |                      |                      |
| Intergovernmental Revenue   | \$ 2,856,255         | \$ 2,612,409         | \$ 2,380,655         | \$ 6,443,379         | \$ 3,103,429         | \$ 2,541,510         |
| Charges for Services/Fees   | 3,725,244            | 4,269,905            | 4,207,966            | 3,464,483            | 4,137,775            | 3,826,493            |
| Interest/Rental Revenue     | 3,201                | 6,132                | 14,736               | 7,000                | 27,546               | -                    |
| Other                       | 23,041               | 5,681                | 11,384               | -                    | 15,896               | -                    |
| <b>TOTAL REVENUES</b>       | <b>\$ 6,607,741</b>  | <b>\$ 6,894,127</b>  | <b>\$ 6,614,741</b>  | <b>\$ 9,914,862</b>  | <b>\$ 7,284,646</b>  | <b>\$ 6,368,003</b>  |
| Transfer-In                 | \$ 227,739           | \$ 249,295           | \$ 253,337           | -                    | \$ 255,959           | -                    |
| <b>TOTAL RESOURCES</b>      | <b>\$ 10,456,546</b> | <b>\$ 10,828,789</b> | <b>\$ 10,675,044</b> | <b>\$ 13,382,287</b> | <b>\$ 11,008,030</b> | <b>\$ 10,130,933</b> |
| <b>EXPENDITURES</b>         |                      |                      |                      |                      |                      |                      |
| Personnel                   | \$ 5,518,561         | \$ 5,656,446         | \$ 5,792,877         | \$ 6,558,442         | \$ 5,922,256         | \$ 6,368,003         |
| Training & Travel           | 55,542               | 37,488               | 51,558               | -                    | 52,187               | -                    |
| M & O                       | 969,337              | 1,064,385            | 1,110,155            | -                    | 988,717              | -                    |
| Capital                     | -                    | 14,252               | -                    | -                    | 26,068               | -                    |
| <b>TOTAL EXPENDITURES</b>   | <b>\$ 6,543,440</b>  | <b>\$ 6,772,571</b>  | <b>\$ 6,954,590</b>  | <b>\$ 6,558,442</b>  | <b>\$ 6,989,228</b>  | <b>\$ 6,368,003</b>  |
| Transfer-Out                | 227,739              | 249,252              | 253,029              | -                    | 255,872              | -                    |
| <b>TOTAL APPROPRIATIONS</b> | <b>\$ 6,771,179</b>  | <b>\$ 7,021,823</b>  | <b>\$ 7,207,619</b>  | <b>\$ 6,558,442</b>  | <b>\$ 7,245,100</b>  | <b>\$ 6,368,003</b>  |
| <b>ENDING BALANCE</b>       | <b>\$ 3,685,367</b>  | <b>\$ 3,806,966</b>  | <b>\$ 3,467,425</b>  | <b>\$ 6,823,845</b>  | <b>\$ 3,762,930</b>  | <b>\$ 3,762,930</b>  |



**GENERAL FUND**  
DEPARTMENT PAGES

# FY 2018 Adopted Budget Summary

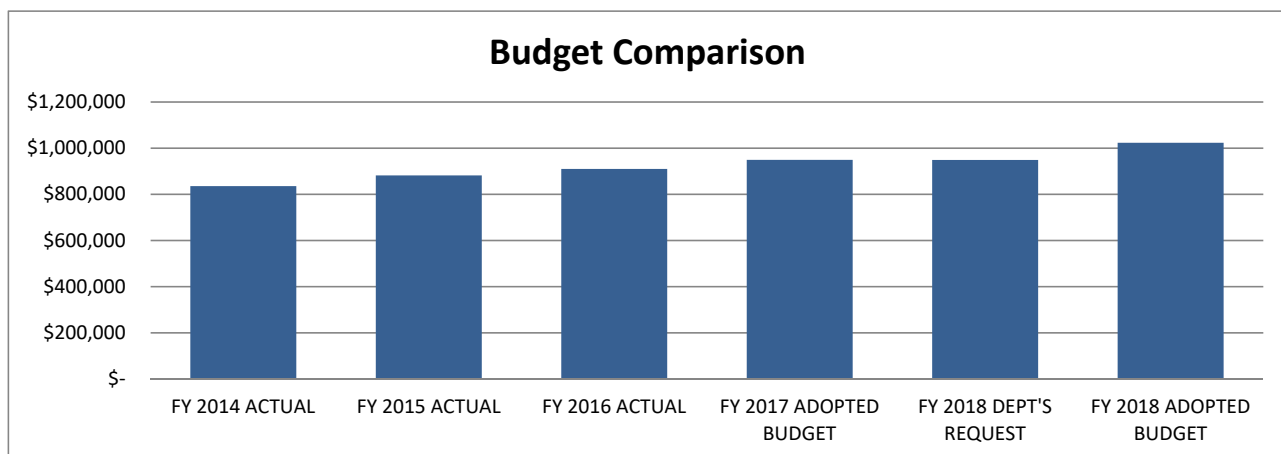
# Administrative Services

## EXPENDITURES

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 827,262        | \$ 870,552        | \$ 899,730        | \$ 933,198                   | \$ 923,152        | \$ 932,811                   | \$ 1,007,178                 |
| <b>TRAINING</b>   | \$ 6,395          | \$ 7,281          | \$ 7,866          | \$ 13,420                    | \$ 5,410          | \$ 13,420                    | \$ 13,420                    |
| <b>OPERATIONS</b> | \$ 1,922          | \$ 4,013          | \$ 2,487          | \$ 2,843                     | \$ 2,759          | \$ 2,843                     | \$ 2,843                     |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | \$ 835,579        | \$ 881,846        | \$ 910,084        | \$ 949,461                   | \$ 931,321        | \$ 949,074                   | \$ 1,023,441                 |

## PERSONNEL

|                                     | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|-------------------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b>          |                    |                    |                    |                   |                              |                    |
| Administrative Secretary            | 2                  | 2                  | 2                  | 2                 |                              | 2                  |
| Director Of Administrative Services | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Office Coordinator                  | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Public Information Officer          | 2                  | 2                  | 2                  | 2                 |                              | 2                  |
| Secretary                           | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Teen Court Coordinator              | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| <b>TOTAL</b>                        | 8                  | 8                  | 8                  | 8                 | 0                            | 8                  |



**PURPOSE**

Administrative Services manages the day-to-day operations and infrastructure of the County and acts as an advisor to the Commissioners Court on fiscal, functional, and legal matters. The Commissioners Court sets policy while Administrative Services implements that policy. Administrative Services works as a facilitator, coordinator and catalyst, developing good working relationships, and counting on and seeking out the support of the experts - department heads, appointed officials, elected officials, staff, and the community.

**MAJOR PROGRAMS****MANAGEMENT****CUSTOMER SERVICE****PUBLIC INFORMATION****COMMISSIONERS COURT****TEEN COURT****FY 2018 Goals & Objectives**

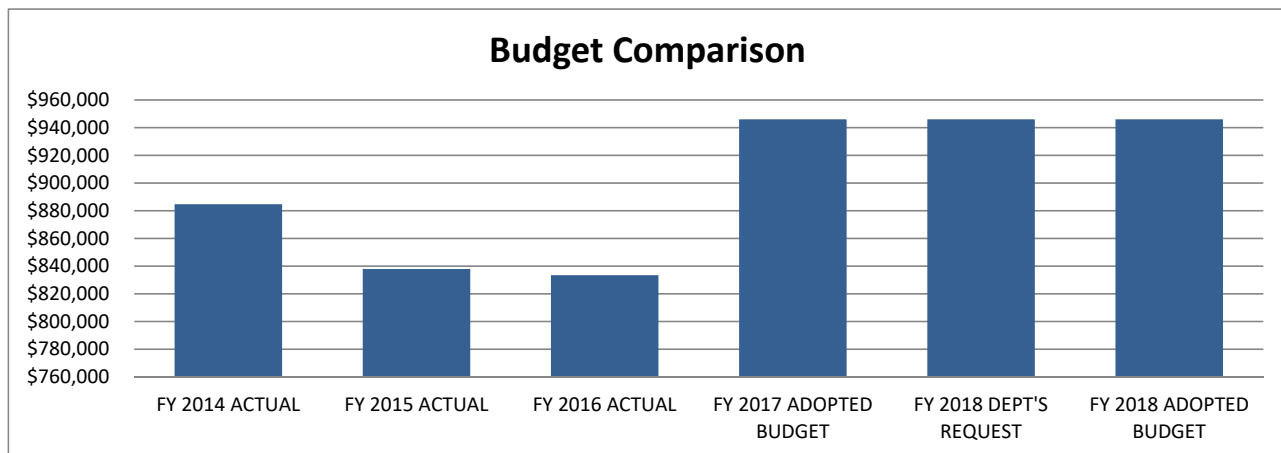
- Manage existing and future capital projects including the administration of bond elections.
- Monitor federal, state, and local legislation to insure County compliance.
- Manage the selection, financing, installation, and operation of IT hardware and software.
- Provide adequate facility and infrastructure resources to support the operations of the County.
- Develop a working and professional dialogue between the County and all governmental entities in the County.
- Provide standardized personnel and payroll policies and manage their compliance.
- Support the development and implementation of County transportation plans.
- Develop and implement a proactive health policy for County residents.

## FY 2018 Adopted Budget Summary

## Ambulance Services

### EXPENDITURES

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TRAINING</b>   | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>OPERATIONS</b> | \$ 884,707        | \$ 837,935        | \$ 833,477        | \$ 946,029                   | \$ 834,767        | \$ 946,029                   | \$ 946,029                   |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | \$ 884,707        | \$ 837,935        | \$ 833,477        | \$ 946,029                   | \$ 834,767        | \$ 946,029                   | \$ 946,029                   |



# FY 2018 Adopted Budget Summary

Auditor

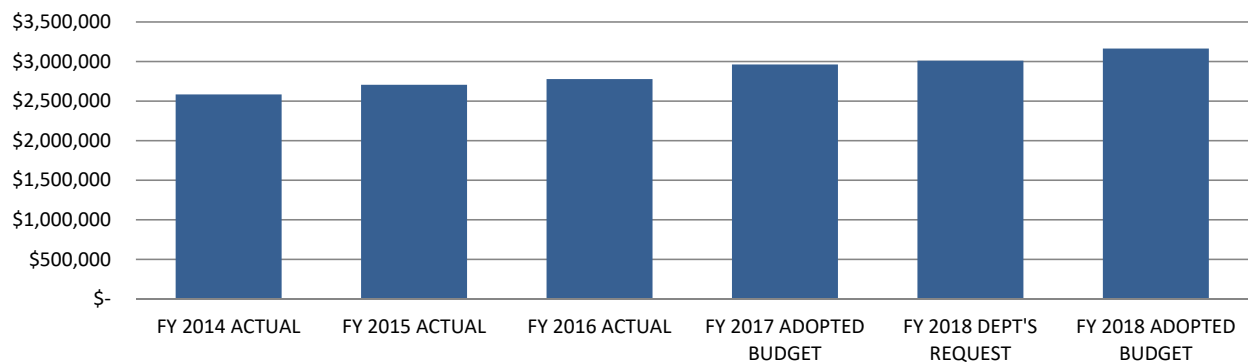
## EXPENDITURES

|                   | FY 2014<br>ACTUAL   | FY 2015<br>ACTUAL   | FY 2016<br>ACTUAL   | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL   | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|---------------------|---------------------|---------------------|------------------------------|---------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 2,536,040        | \$ 2,656,587        | \$ 2,734,374        | \$ 2,894,989                 | \$ 2,884,317        | \$ 2,941,332                 | \$ 3,100,062                 |
| <b>TRAINING</b>   | \$ 32,303           | \$ 36,543           | \$ 29,003           | \$ 45,650                    | \$ 27,796           | \$ 46,850                    | \$ 45,650                    |
| <b>OPERATIONS</b> | \$ 15,944           | \$ 12,966           | \$ 15,193           | \$ 22,080                    | \$ 13,759           | \$ 22,791                    | \$ 18,500                    |
| <b>CAPITAL</b>    | \$ -                | \$ -                | \$ -                | \$ -                         | \$ -                |                              | \$ -                         |
| <b>TOTAL</b>      | <b>\$ 2,584,287</b> | <b>\$ 2,706,096</b> | <b>\$ 2,778,570</b> | <b>\$ 2,962,719</b>          | <b>\$ 2,925,872</b> | <b>\$ 3,010,973</b>          | <b>\$ 3,164,212</b>          |

## PERSONNEL

|                              | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|------------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b>   |                    |                    |                    |                   |                              |                    |
| 1st Assistant Auditor        | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Accountant/Auditor           | 11                 | 11                 | 13                 | 13                |                              | 13                 |
| Accounting/Audit Specialist  | 3                  | 3                  | 2                  | 2                 |                              | 2                  |
| Accounts Payable Supervisor  | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Accounts Payable Tech        | 6                  | 6                  | 6                  | 6                 | 1                            | 6                  |
| Audit Manager                | 3                  | 3                  | 4                  | 4                 |                              | 4                  |
| County Auditor               | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Grant Resource Administrator | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Office Coordinator           | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Secretary                    | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Section Leader/Compliance    | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| <b>TOTAL</b>                 | <b>30</b>          | <b>30</b>          | <b>32</b>          | <b>32</b>         | <b>1</b>                     | <b>32</b>          |

## Budget Comparison



**PURPOSE**

To ensure financial integrity of the County; enforce financial laws, policies and procedures; protect County assets, and maintain accurate and timely financial and accounting records.

**MAJOR PROGRAMS****ADMINISTRATIVE**

To provide direction and support to all areas of the Office of the County Auditor.

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**INTERNAL AUDIT**

To perform audits under the direction of the County Auditor of County offices and departments to identify and address risks and ensure compliance with all laws, policies and procedures. Authority for these audits are found in the following State statutes: L.G.C. 112.002, 112.005, 112.006, 112.007, 113.043, 113.046, 113.064, 113.901, 114.023, 114.025, 114.043, 115.001, 115.002, 115.003, 115.0035, 115.0036, 115.004, 115.901, 117.058, 117.123, 140.003(g), 140.004(d), and 154.044.

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**ACCOUNTING**

To account for and report on all financial activities of the County including budget and expenditures, revenues, capital assets and investments while ensuring compliance with the Governmental Accounting Standards Board (GASB) and all laws, policies and procedures. Authority for this activity by the County Auditor comes from the following State statutes: L.G.C. 112.002, 112.005, 112.006, 112.007, 113.901, 114.023, 114.024, 114.025, 114.043, 115.001, 115.002, 115.003, 115.035, 115.004, 115.901, 140.003(g), 140.004(d), and 154.044.

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**GRANTS AND PAYROLL**

To account for and report all payroll and grant activities of the County. This includes searching and applying for grants for all departments of the County as well as preparing and submitting payment requests for grants. The payroll activity in the Human Resources Department is monitored to ensure accuracy of payroll activities. Authority requiring the County Auditor for this comes from the following State statutes: L.G.C. 112.002, 112.005, 112.006, 112.007, 113.901, 114.023, 114.024, 114.025, 114.043, 115.001, 115.002, 115.003, 115.035, 115.004, 115.901, 140.003(g), 140.004(d), and 154.044.

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**ACCOUNTS PAYABLE**

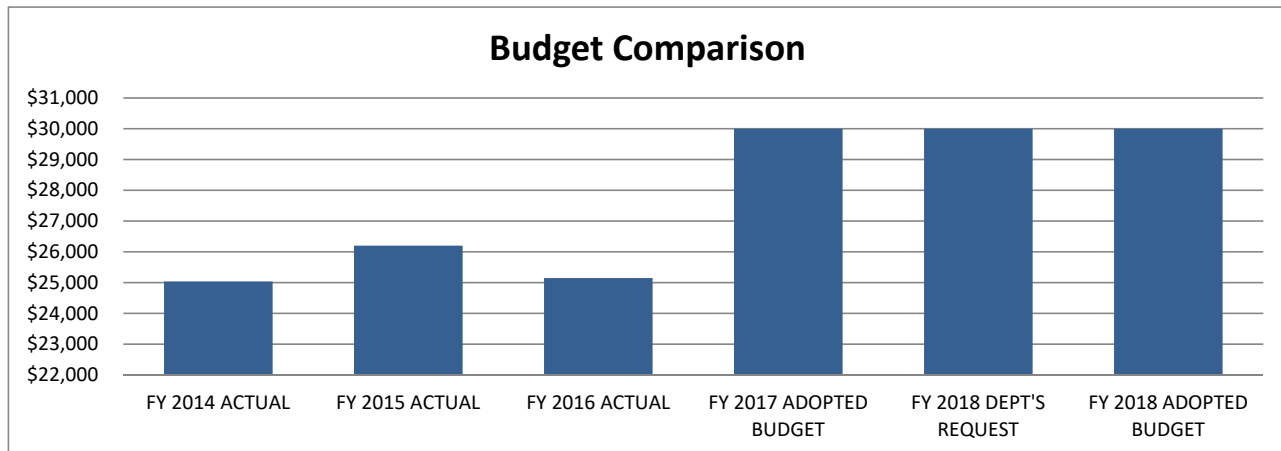
To audit and prepare payments for all expenses of Collin County as prescribed by state statute in L.G.C. 112.002, 112.005, 112.007, 113.043, 113.046, 113.064 and 113.901.

## FY 2018 Adopted Budget Summary

## Breathalyzer Program

### EXPENDITURES

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TRAINING</b>   | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>OPERATIONS</b> | \$ 25,036         | \$ 26,201         | \$ 25,148         | \$ 30,000                    | \$ 24,358         | \$ 30,000                    | \$ 30,000                    |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | \$ 25,036         | \$ 26,201         | \$ 25,148         | \$ 30,000                    | \$ 24,358         | \$ 30,000                    | \$ 30,000                    |



# **FY 2018 Adopted Budget Summary**

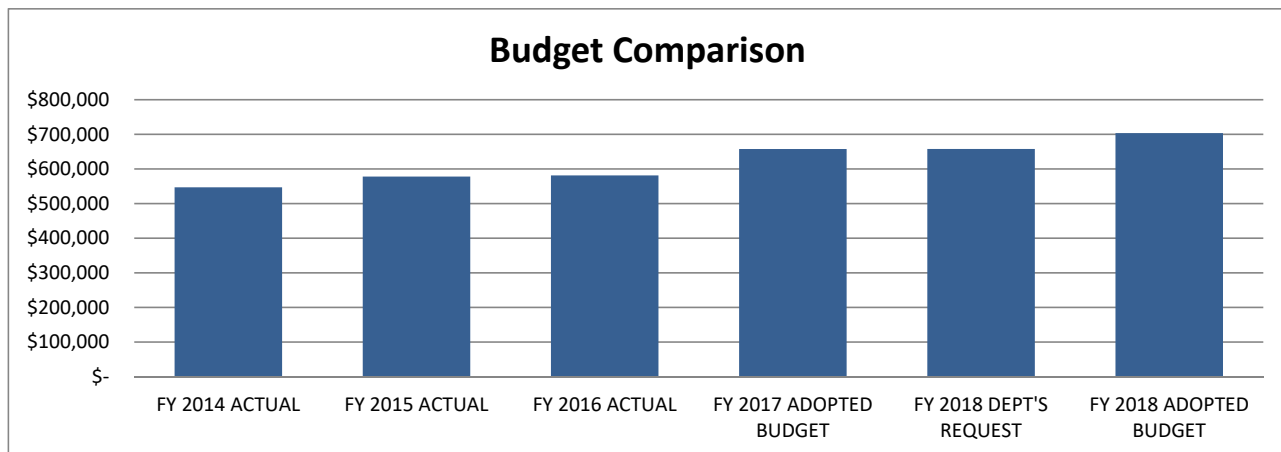
# **Budget and Finance**

## **EXPENDITURES**

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 539,528        | \$ 562,282        | \$ 568,022        | \$ 639,003                   | \$ 606,289        | \$ 639,122                   | \$ 684,848                   |
| <b>TRAINING</b>   | \$ 5,967          | \$ 14,305         | \$ 11,454         | \$ 15,500                    | \$ 15,466         | \$ 16,000                    | \$ 16,000                    |
| <b>OPERATIONS</b> | \$ 1,442          | \$ 1,392          | \$ 1,780          | \$ 3,100                     | \$ 1,028          | \$ 2,600                     | \$ 2,600                     |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | \$ 546,937        | \$ 577,978        | \$ 581,255        | \$ 657,603                   | \$ 622,783        | \$ 657,722                   | \$ 703,448                   |

## **PERSONNEL**

|                              | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|------------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b>   |                    |                    |                    |                   |                              |                    |
| Director of Budget & Finance | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Assistant Director           | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Budget Technician            | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Financial Analyst            | 2                  | 2                  | 2                  | 2                 |                              | 2                  |
| Financial Analyst II         | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| <b>TOTAL</b>                 | 6                  | 6                  | 6                  | 6                 | 0                            | 6                  |

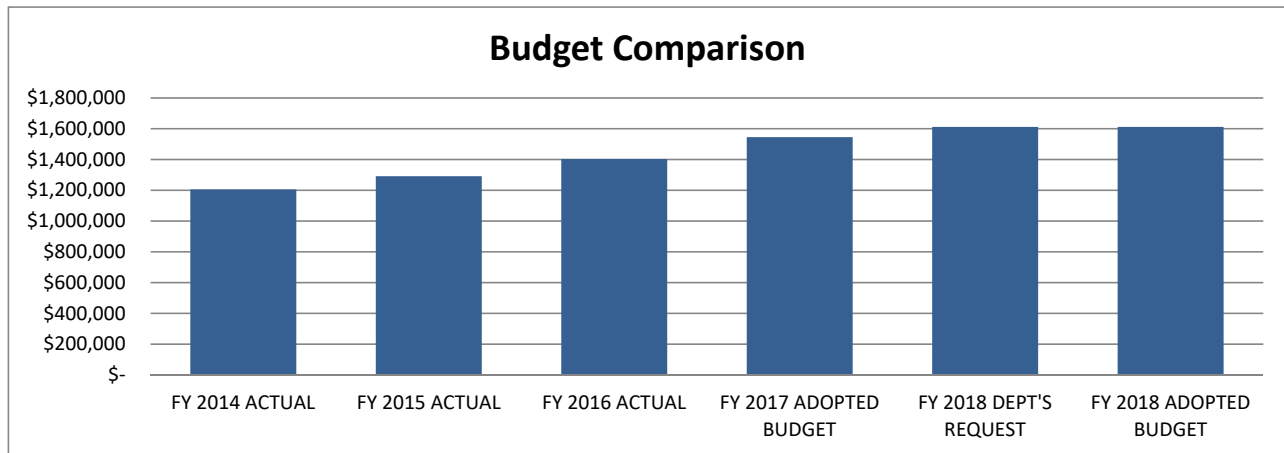


# **FY 2018 Adopted Budget Summary**

# **Central Appraisal District**

## **EXPENDITURES**

|                   | <b>FY 2014<br/>ACTUAL</b> | <b>FY 2015<br/>ACTUAL</b> | <b>FY 2016<br/>ACTUAL</b> | <b>FY 2017<br/>ADOPTED<br/>BUDGET</b> | <b>2017<br/>ACTUAL</b> | <b>FY 2018<br/>DEPT'S<br/>REQUEST</b> | <b>FY 2018<br/>ADOPTED<br/>BUDGET</b> |
|-------------------|---------------------------|---------------------------|---------------------------|---------------------------------------|------------------------|---------------------------------------|---------------------------------------|
| <b>SALARIES</b>   | \$ -                      | \$ -                      | \$ -                      | \$ -                                  | \$ -                   | \$ -                                  | \$ -                                  |
| <b>TRAINING</b>   | \$ -                      | \$ -                      | \$ -                      | \$ -                                  | \$ -                   | \$ -                                  | \$ -                                  |
| <b>OPERATIONS</b> | \$ 1,205,404              | \$ 1,291,435              | \$ 1,403,001              | \$ 1,545,421                          | \$ 1,469,506           | \$ 1,611,892                          | \$ 1,611,892                          |
| <b>CAPITAL</b>    | \$ -                      | \$ -                      | \$ -                      | \$ -                                  | \$ -                   | \$ -                                  | \$ -                                  |
| <b>TOTAL</b>      | <b>\$ 1,205,404</b>       | <b>\$ 1,291,435</b>       | <b>\$ 1,403,001</b>       | <b>\$ 1,545,421</b>                   | <b>\$ 1,469,506</b>    | <b>\$ 1,611,892</b>                   | <b>\$ 1,611,892</b>                   |

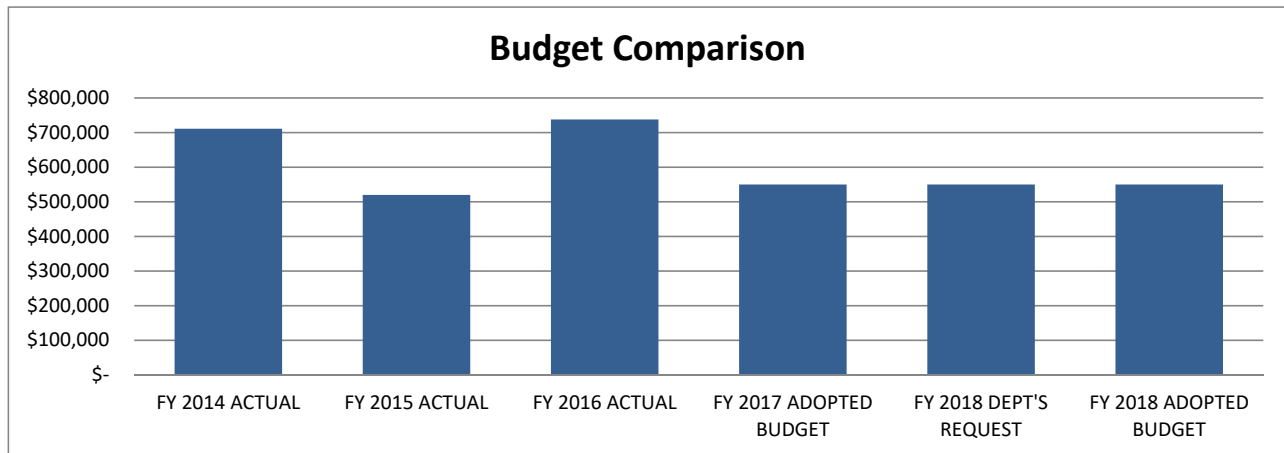


# FY 2018 Adopted Budget Summary

# Capital Replacement

## EXPENDITURES

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TRAINING</b>   | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>OPERATIONS</b> | \$ 671,520        | \$ 506,177        | \$ 503,618        | \$ 400,000                   | \$ 459,140        | \$ 400,000                   | \$ 400,000                   |
| <b>CAPITAL</b>    | \$ 39,665         | \$ 13,724         | \$ 234,320        | \$ 150,000                   | \$ 110,478        | \$ 150,000                   | \$ 150,000                   |
| <b>TOTAL</b>      | \$ 711,185        | \$ 519,901        | \$ 737,938        | \$ 550,000                   | \$ 569,618        | \$ 550,000                   | \$ 550,000                   |



## FY 2018 Adopted Budget Summary

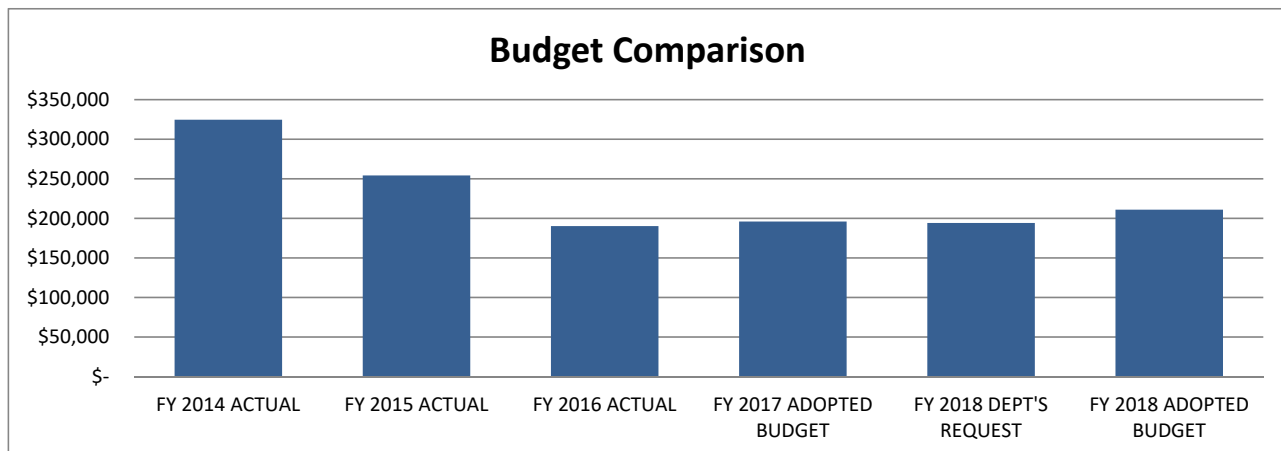
## Child Abuse Task Force

### EXPENDITURES

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 324,410        | \$ 254,018        | \$ 189,867        | \$ 193,127                   | \$ 154,266        | \$ 193,049                   | \$ 209,805                   |
| <b>TRAINING</b>   | \$ 254            | \$ 225            | \$ 20             | \$ 1,130                     | \$ 631            | \$ 1,130                     | \$ 1,130                     |
| <b>OPERATIONS</b> | \$ -              | \$ -              | \$ 361            | \$ 1,700                     | \$ -              | \$ -                         | \$ -                         |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | <b>\$ 324,664</b> | <b>\$ 254,243</b> | <b>\$ 190,248</b> | <b>\$ 195,957</b>            | <b>\$ 154,897</b> | <b>\$ 194,179</b>            | <b>\$ 210,935</b>            |

### PERSONNEL

|                            | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|----------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b> |                    |                    |                    |                   |                              |                    |
| Criminal Investigator      | 3                  | 1                  | 1                  | 1                 |                              | 1                  |
| Deputy Sheriff             | 0                  | 1                  | 1                  | 1                 |                              | 1                  |
| <b>TOTAL</b>               | <b>3</b>           | <b>2</b>           | <b>2</b>           | <b>2</b>          | <b>0</b>                     | <b>2</b>           |

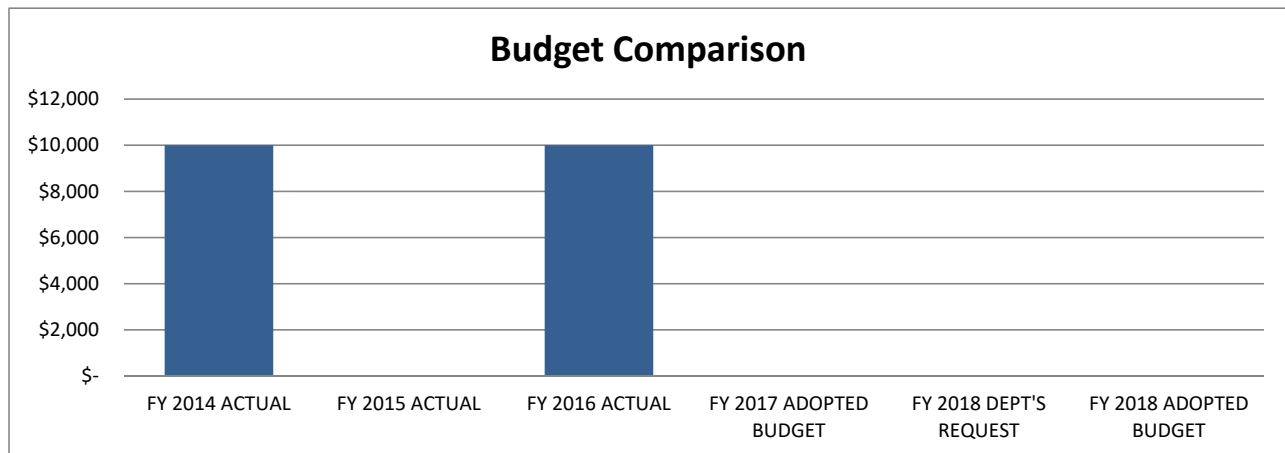


# FY 2018 Adopted Budget Summary

## Civil Defense

### EXPENDITURES

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TRAINING</b>   | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>OPERATIONS</b> | \$ 10,000         | \$ -              | \$ 10,000         | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | \$ 10,000         | \$ -              | \$ 10,000         | \$ -                         | \$ -              | \$ -                         | \$ -                         |



# **FY 2018 Adopted Budget Summary**

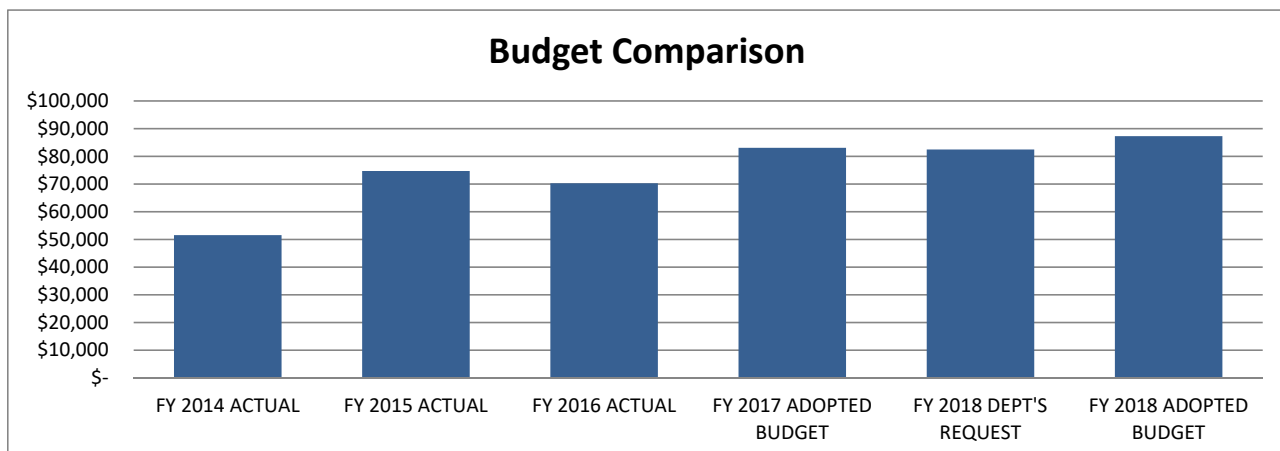
## **Civil Service**

### **EXPENDITURES**

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 48,557         | \$ 67,635         | \$ 68,551         | \$ 71,091                    | \$ 70,836         | \$ 70,485                    | \$ 75,289                    |
| <b>TRAINING</b>   | \$ -              | \$ -              | \$ 298            | \$ 1,500                     | \$ 175            | \$ 1,500                     | \$ 1,500                     |
| <b>OPERATIONS</b> | \$ 2,991          | \$ 7,079          | \$ 1,427          | \$ 10,500                    | \$ 378            | \$ 10,500                    | \$ 10,500                    |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | \$ 51,548         | \$ 74,714         | \$ 70,276         | \$ 83,091                    | \$ 71,389         | \$ 82,485                    | \$ 87,289                    |

### **PERSONNEL**

|                            | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|----------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b> |                    |                    |                    |                   |                              |                    |
| HR Generalist              | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| <b>TOTAL</b>               | 1                  | 1                  | 1                  | 1                 | 0                            | 1                  |



# FY 2018 Adopted Budget Summary

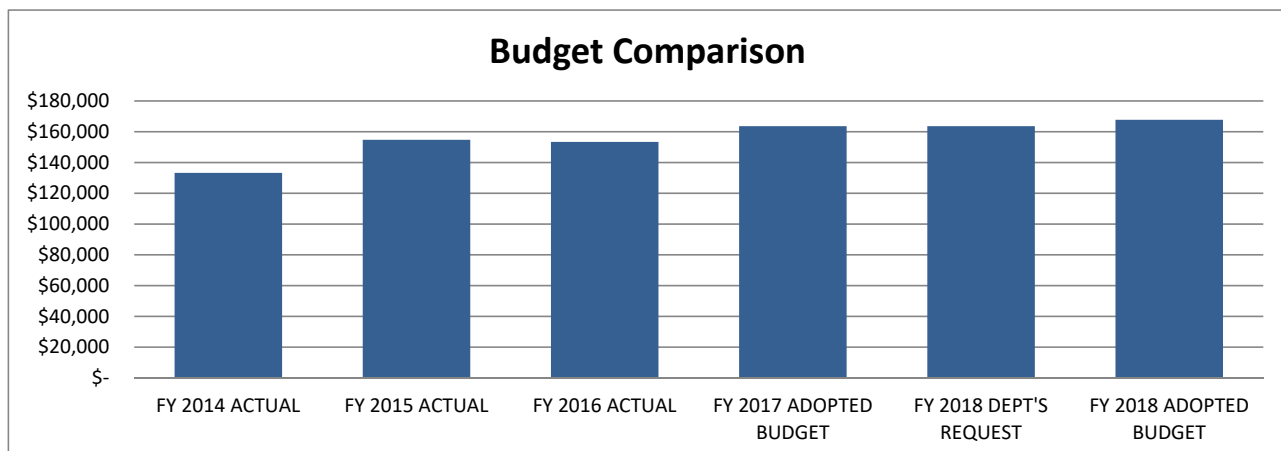
# Commissioners Court Pct. 1

## EXPENDITURES

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 131,788        | \$ 145,882        | \$ 148,196        | \$ 151,215                   | \$ 151,056        | \$ 151,215                   | \$ 155,366                   |
| <b>TRAINING</b>   | \$ 1,400          | \$ 8,681          | \$ 4,740          | \$ 12,000                    | \$ 5,655          | \$ 11,000                    | \$ 11,000                    |
| <b>OPERATIONS</b> | \$ 62             | \$ 183            | \$ 457            | \$ 393                       | \$ 259            | \$ 1,393                     | \$ 1,393                     |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | <b>\$ 133,250</b> | <b>\$ 154,746</b> | <b>\$ 153,392</b> | <b>\$ 163,608</b>            | <b>\$ 156,970</b> | <b>\$ 163,608</b>            | <b>\$ 167,759</b>            |

## PERSONNEL

|                            | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|----------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b> |                    |                    |                    |                   |                              |                    |
| County Commissioner        | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| <b>TOTAL</b>               | <b>1</b>           | <b>1</b>           | <b>1</b>           | <b>1</b>          | <b>0</b>                     | <b>1</b>           |



## FY 2018 Adopted Budget Summary

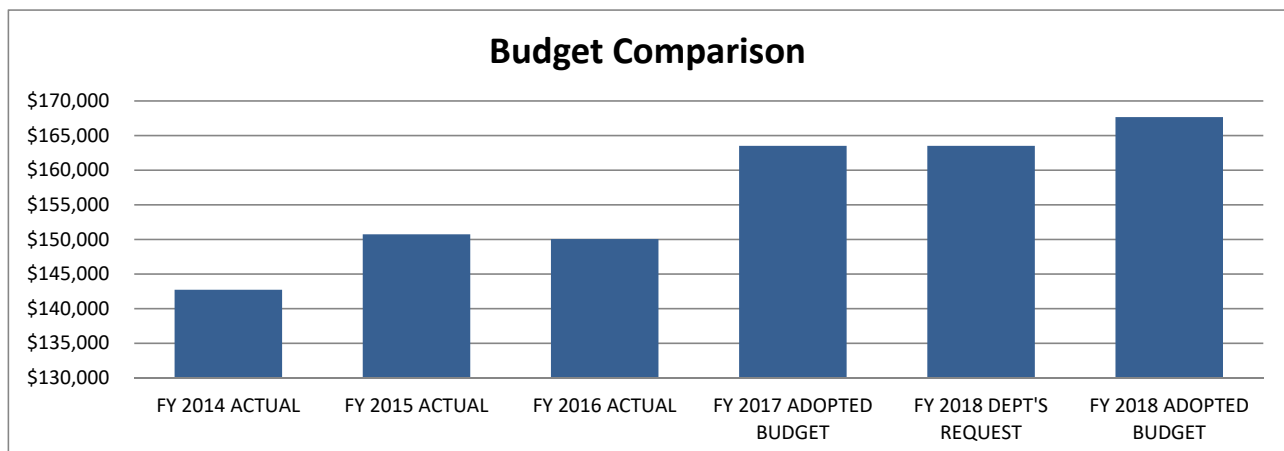
## Commissioners Court Pct. 2

### EXPENDITURES

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 139,714        | \$ 145,624        | \$ 147,960        | \$ 151,215                   | \$ 150,692        | \$ 151,215                   | \$ 155,366                   |
| <b>TRAINING</b>   | \$ 2,806          | \$ 4,759          | \$ 1,876          | \$ 11,500                    | \$ 5,351          | \$ 11,500                    | \$ 11,500                    |
| <b>OPERATIONS</b> | \$ 215            | \$ 353            | \$ 220            | \$ 800                       | \$ 289            | \$ 800                       | \$ 800                       |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | <b>\$ 142,735</b> | <b>\$ 150,735</b> | <b>\$ 150,055</b> | <b>\$ 163,515</b>            | <b>\$ 156,332</b> | <b>\$ 163,515</b>            | <b>\$ 167,666</b>            |

### PERSONNEL

|                            | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|----------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b> |                    |                    |                    |                   |                              |                    |
| County Commissioner        | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| <b>TOTAL</b>               | <b>1</b>           | <b>1</b>           | <b>1</b>           | <b>1</b>          | <b>0</b>                     | <b>1</b>           |



# **FY 2018 Adopted Budget Summary**

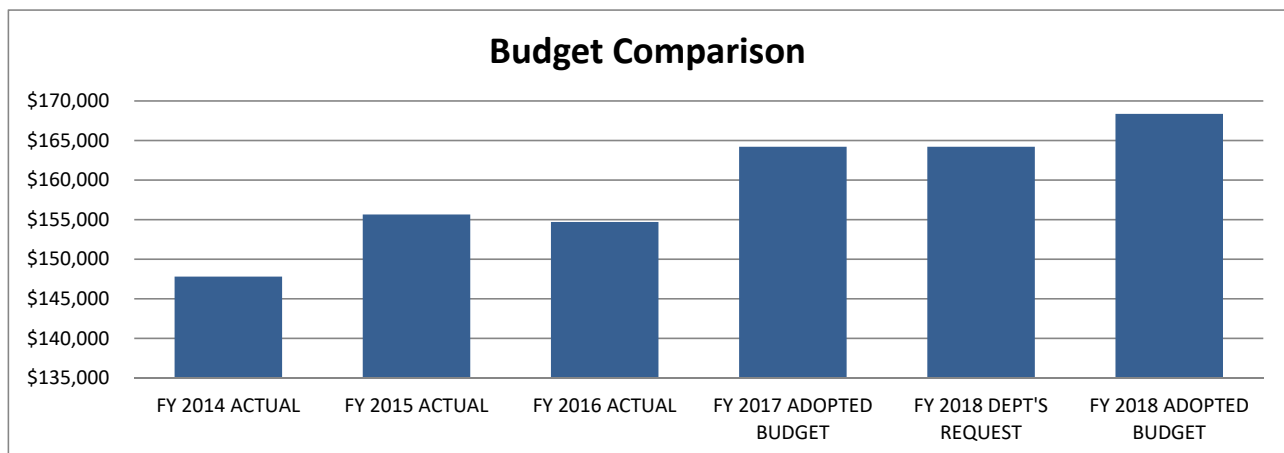
# **Commissioners Court Pct. 3**

## **EXPENDITURES**

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 139,660        | \$ 145,613        | \$ 147,787        | \$ 151,215                   | \$ 150,623        | \$ 151,215                   | \$ 155,366                   |
| <b>TRAINING</b>   | \$ 5,900          | \$ 7,271          | \$ 5,090          | \$ 10,500                    | \$ 9,389          | \$ 10,500                    | \$ 10,500                    |
| <b>OPERATIONS</b> | \$ 2,244          | \$ 2,769          | \$ 1,829          | \$ 2,500                     | \$ 2,300          | \$ 2,500                     | \$ 2,500                     |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | <b>\$ 147,804</b> | <b>\$ 155,654</b> | <b>\$ 154,707</b> | <b>\$ 164,215</b>            | <b>\$ 162,312</b> | <b>\$ 164,215</b>            | <b>\$ 168,366</b>            |

## **PERSONNEL**

|                            | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|----------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b> |                    |                    |                    |                   |                              |                    |
| County Commissioner        | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| <b>TOTAL</b>               | <b>1</b>           | <b>1</b>           | <b>1</b>           | <b>1</b>          | <b>0</b>                     | <b>1</b>           |



# **FY 2018 Adopted Budget Summary**

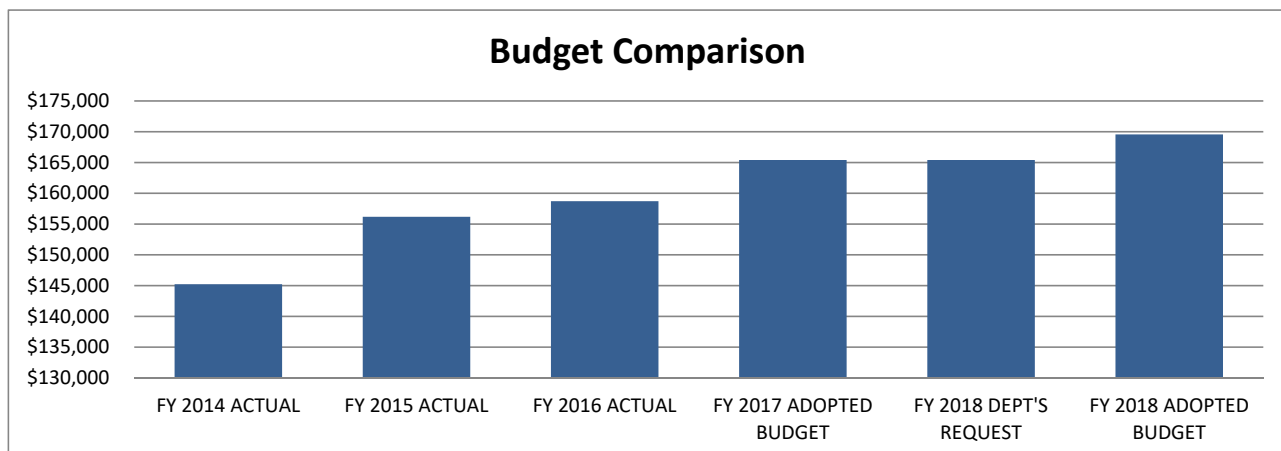
# **Commissioners Court Pct. 4**

## **EXPENDITURES**

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 139,752        | \$ 145,739        | \$ 147,939        | \$ 151,215                   | \$ 150,832        | \$ 151,215                   | \$ 155,366                   |
| <b>TRAINING</b>   | \$ 4,415          | \$ 9,291          | \$ 9,580          | \$ 12,693                    | \$ 8,286          | \$ 12,693                    | \$ 12,693                    |
| <b>OPERATIONS</b> | \$ 1,062          | \$ 1,154          | \$ 1,193          | \$ 1,500                     | \$ 1,191          | \$ 1,500                     | \$ 1,500                     |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | <b>\$ 145,229</b> | <b>\$ 156,184</b> | <b>\$ 158,712</b> | <b>\$ 165,408</b>            | <b>\$ 160,309</b> | <b>\$ 165,408</b>            | <b>\$ 169,559</b>            |

## **PERSONNEL**

|                            | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|----------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b> |                    |                    |                    |                   |                              |                    |
| County Commissioner        | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| <b>TOTAL</b>               | <b>1</b>           | <b>1</b>           | <b>1</b>           | <b>1</b>          | <b>0</b>                     | <b>1</b>           |



# **FY 2018 Adopted Budget Summary**

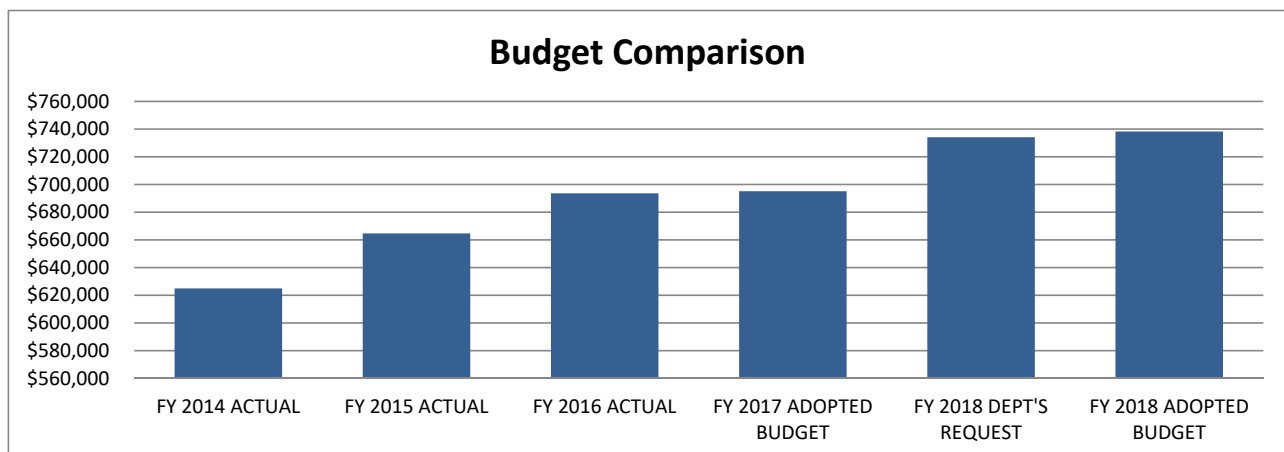
# **Constable Precinct 1**

## **EXPENDITURES**

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 619,845        | \$ 657,558        | \$ 674,689        | \$ 674,904                   | \$ 673,905        | \$ 683,267                   | \$ 727,445                   |
| <b>TRAINING</b>   | \$ 365            | \$ 1,118          | \$ 1,704          | \$ 4,012                     | \$ 3,869          | \$ 4,532                     | \$ 4,532                     |
| <b>OPERATIONS</b> | \$ 4,755          | \$ 5,997          | \$ 17,198         | \$ 16,255                    | \$ 15,026         | \$ 11,365                    | \$ 6,265                     |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ 34,965                    | \$ -                         |
| <b>TOTAL</b>      | <b>\$ 624,966</b> | <b>\$ 664,673</b> | <b>\$ 693,592</b> | <b>\$ 695,171</b>            | <b>\$ 692,800</b> | <b>\$ 734,129</b>            | <b>\$ 738,242</b>            |

## **PERSONNEL**

|                            | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|----------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b> |                    |                    |                    |                   |                              |                    |
| Administrative Secretary   | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Constable                  | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Chief Deputy Constable     | 0                  | 0                  | 0                  | 0                 | 1                            | 0                  |
| Deputy Constable           | 5                  | 5                  | 4                  | 4                 |                              | 4                  |
| Deputy Constable II        | 0                  | 0                  | 1                  | 1                 | -1                           | 1                  |
| Legal Clerk I              | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| <b>TOTAL</b>               | <b>8</b>           | <b>8</b>           | <b>8</b>           | <b>8</b>          | <b>0</b>                     | <b>8</b>           |



## FY 2018 Adopted Budget Summary

## Constable Precinct 1

### PURPOSE

Constable Precinct 1 is dedicated to process and serve all civil and criminal papers issued from the court and fulfill the statutory duty placed by the State of Texas and citizens of Collin County.

### MAJOR PROGRAMS

#### **CRIMINAL**

Receive warrants and criminal subpoenas from varying County Departments and other departments throughout the United States for service upon defendants residing within our precinct.

#### **FY 2018 Goals & Objectives**

- Serve in a timely and cost-effective manner, all civil and criminal papers.

| PERFORMANCE MEASURES                                                                                                                   | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|----------------------------------------------------------------------------------------------------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| <b>Warrants Received</b>                                                                                                               |                   |                   |                   |                   |                   |                     |
| Warrants                                                                                                                               | 1,112             | 935               | 1,553             | 864               | 1,470             | -                   |
| <b>Warrants Served</b>                                                                                                                 |                   |                   |                   |                   |                   |                     |
| Warrants                                                                                                                               | 245               | 383               | 210               | 20                | 1                 | -                   |
| <i>* Odyssey reports do not accurately reflect warrants served due to efforts of the Constable's Office to work warrants recalled.</i> |                   |                   |                   |                   |                   |                     |

#### **CIVIL**

Receive and process civil documents from Collin County departments along with receiving through mail, civil documents from local, state and out of state attorneys requesting civil process service.

#### **FY 2018 Goals & Objectives**

- Serve in a timely and cost-effective manner, all civil and criminal papers.

| PERFORMANCE MEASURES                               | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|----------------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| <b>Civil Papers Received</b>                       |                   |                   |                   |                   |                   |                     |
| Citations                                          | 1,595             | 1,310             | 1,639             | 1,472             | 1,635             | 1,400               |
| Criminal Subpoenas                                 | 841               | 722               | 870               | 699               | 795               | 750                 |
| Forcible                                           | 1,322             | 1,299             | 1,445             | 1,436             | 1,613             | 1,300               |
| <b>Total Papers Received</b>                       | <b>6,054</b>      | <b>5,957</b>      | <b>6,499</b>      | <b>5,633</b>      | <b>5,903</b>      | <b>3,450</b>        |
| <b>Civil Papers Served</b>                         |                   |                   |                   |                   |                   |                     |
| Citations                                          | 1,300             | 1,066             | 1,244             | 1,223             | 1,400             | 1,150               |
| Criminal Subpoenas                                 | 651               | 551               | 647               | 516               | 527               | 560                 |
| Forcible                                           | 1,235             | 1,232             | 1,284             | 1,294             | 1,411             | 1,230               |
| <b>Total Papers Served</b>                         | <b>5,165</b>      | <b>5,078</b>      | <b>5,217</b>      | <b>4,463</b>      | <b>4,767</b>      | <b>4,500</b>        |
| <b>Total Papers Unserved/Active</b>                | <b>1,110</b>      | <b>1,057</b>      | <b>1,239</b>      | <b>1,650</b>      | <b>1,395</b>      | <b>1,100</b>        |
| <b>Total Papers Cleared (Civil &amp; Criminal)</b> | <b>6,376</b>      | <b>6,257</b>      | <b>7,721</b>      | <b>6,075</b>      | <b>7,436</b>      | <b>6,200</b>        |
| <b>Total Attempts (Civil &amp; Criminal)</b>       | <b>9,534</b>      | <b>16,468</b>     | <b>18,439</b>     | <b>17,784</b>     | <b>20,311</b>     | <b>1,800</b>        |
| <b>Total Miles Driven</b>                          | <b>106,436</b>    | <b>124,637</b>    | <b>89,143</b>     | <b>104,029</b>    | <b>112,954</b>    | <b>107,440</b>      |

### BAILIFF/COURT SECURITY

The goal of this organization is to provide the Justice of the Peace Court Precinct 1 with trained and qualified deputies, as bailiffs, to ensure the safety of the court, employees and the public as they conduct business with and for Collin County. The Local Government Code Section 86.021e requires that a Constable shall attend each session of Justice Court held in the Constable's Precinct.

**BAILIFF/COURT SECURITY CONTINUED****FY 2018 Goals & Objectives**

- To provide security for staff and citizens by attending Justice of the Peace court sessions.
- 

**ADMINISTRATION**

Administration is responsible to provide the employees of department supervision and direction which enables programs to operate on a daily basis. Oversees all functions, operations, and duties of the department.

**FY 2018 Goals & Objectives**

- Continue with education within the department utilizing information technology in an effort to maximize efficiency.
- 

**DEPARTMENT IMPROVEMENTS**

Constable 1 received TCOLE License Certification Pay funding. TCOLE recognizes basic, intermediate, advanced and master licenses for these positions. Certification rates include \$55.00 monthly for Intermediate, \$80.00 for Advanced and \$125.00 for Masters licenses. Cost of this department improvement to Collin County is \$6,456 in recurring expenditures.

Constable 1 received additional training funds. Additional funding will be used to supplement the increased cost of attending JPCS and Tyler Technology Conferences. Cost of this department improvement to Collin County is \$520 in recurring expenditures.

## FY 2018 Adopted Budget Summary

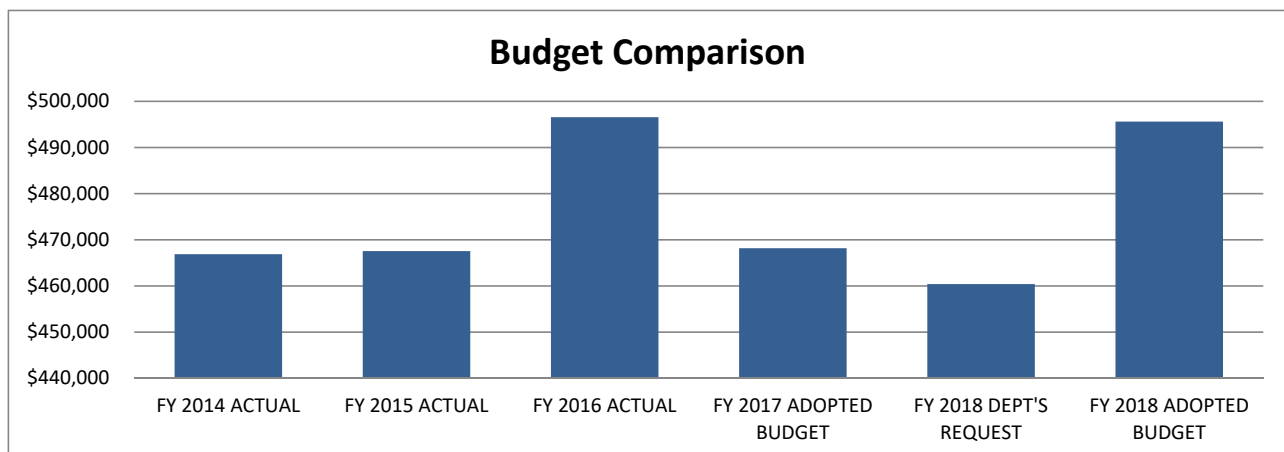
## Constable Precinct 2

### EXPENDITURES

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 464,474        | \$ 463,173        | \$ 485,897        | \$ 455,299                   | \$ 455,457        | \$ 454,205                   | \$ 489,395                   |
| <b>TRAINING</b>   | \$ 993            | \$ 621            | \$ 750            | \$ 2,925                     | \$ 3,300          | \$ 2,815                     | \$ 2,815                     |
| <b>OPERATIONS</b> | \$ 1,419          | \$ 3,756          | \$ 9,912          | \$ 9,951                     | \$ 8,558          | \$ 3,400                     | \$ 3,400                     |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | <b>\$ 466,886</b> | <b>\$ 467,551</b> | <b>\$ 496,560</b> | <b>\$ 468,175</b>            | <b>\$ 467,315</b> | <b>\$ 460,420</b>            | <b>\$ 495,610</b>            |

### PERSONNEL

|                            | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|----------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b> |                    |                    |                    |                   |                              |                    |
| Administrative Secretary   | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Constable                  | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Deputy Constable           | 3                  | 4                  | 3                  | 3                 |                              | 3                  |
| <b>TOTAL</b>               | <b>5</b>           | <b>6</b>           | <b>5</b>           | <b>5</b>          | <b>0</b>                     | <b>5</b>           |



**PURPOSE**

To efficiently fulfill the Constitutional responsibilities of the Office of Constable by legally serving all civil process for the courts, serving the Justice Court as bailiff, and enforcing the laws of the State of Texas.

**MAJOR PROGRAMS****CIVIL**

Civil Process is our primary function. The courts need us to serve their process in order for them to function properly. The plaintiffs have paid their money for "service" and deserve to have their cases go forward. On average we make 2.5 trips to an address per paper.

**FY 2018 Goals & Objectives**

- To provide timely, cost-effective, and professional service to the taxpayer by executing all civil and criminal documents.

| PERFORMANCE MEASURES                                | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|-----------------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| <b>Total Papers Received (Criminal &amp; Civil)</b> | 2,860             | 2,662             | 2,684             | 2,525             | 2,727             | 2,692               |
| <b>Civil Papers Received</b>                        |                   |                   |                   |                   |                   |                     |
| Citations                                           | 602               | 517               | 676               | 709               | 825               | 866                 |
| Criminal Subpoenas                                  | 589               | 528               | 595               | 451               | 534               | 539                 |
| Forcible                                            | 603               | 605               | 598               | 586               | 552               | 589                 |
| <b>Total Papers Served (Criminal &amp; Civil)</b>   | 2,430             | 2,186             | 2,194             | 2,237             | 2,432             | 2,554               |
| <b>Civil Papers Served</b>                          |                   |                   |                   |                   |                   |                     |
| Citations                                           | 499               | 435               | 521               | 632               | 734               | 771                 |
| Criminal Subpoenas                                  | 498               | 411               | 461               | 377               | 444               | 438                 |
| Forcible                                            | 592               | 603               | 596               | 575               | 554               | 584                 |
| <b>Total Miles Driven</b>                           | NA                | 62,012            | 54,117            | 95,810            | 101,434           | 98,622              |

**WARRANT**

The courts issue orders in the form of arrest warrants. If those orders were not carried out by law enforcement organizations, the courts would have no value and justice could not be served. We execute the arrest warrants in order to bring offenders before the Court of Adjudication.

**FY 2018 Goals & Objectives**

- To ensure the ends of justice are served by the guilty knowing there are consequences for their actions.
- To assure the merchants that the system is working for them when they are victimized by hot check writers.

| PERFORMANCE MEASURES | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|----------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| Warrants Received    | 421               | 253               | 562               | 613               | 1753              | 720                 |
| Warrants Served      | 508               | 395               | 384               | 260               | 297               | 334                 |

*\* Odyssey reports do not accurately reflect warrants served due to efforts of the Constable's Office to work warrants recalled.*

**ADMINISTRATION**

Includes all supervisory functions, occasionally attending commissioners court, preparing budgets, submitting reports to auditor, maintaining office, driving to courthouse several times a week to pick and deliver our work product, etc.

**BAILIFF/COURT SECURITY**

The Bailiff/Court Security program provides security for staff and citizens during Justice of the Peace court sessions.

### **BAILIFF/COURT SECURITY CONTINUED**

#### **FY 2018 Goals & Objectives**

- To provide security for staff and citizens by attending Justice of the Peace court sessions.
- 

### **DEPARTMENT IMPROVEMENTS**

Constable 2 received TCOLE License Certification Pay funding. TCOLE recognizes basic, intermediate, advanced and master licenses for these positions. Certification rates include \$55.00 monthly for Intermediate, \$80.00 for Advanced and \$125.00 for Masters licenses. Cost of this department improvement to Collin County is \$5,205 in recurring expenditures.

# **FY 2018 Adopted Budget Summary**

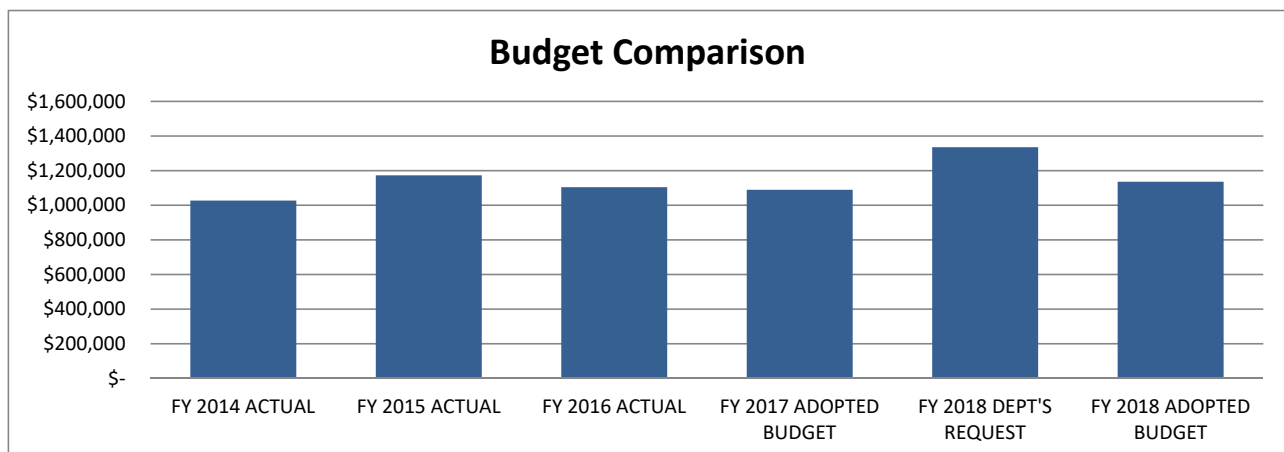
# **Constable Precinct 3**

## **EXPENDITURES**

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|----------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 1,012,228      | \$ 1,141,614      | \$ 1,091,753      | \$ 1,053,431                 | \$ 1,040,819   | \$ 1,023,521                 | \$ 1,113,799                 |
| <b>TRAINING</b>   | \$ 2,682          | \$ 5,617          | \$ 2,476          | \$ 7,600                     | \$ 5,633       | \$ 8,100                     | \$ 8,100                     |
| <b>OPERATIONS</b> | \$ 12,035         | \$ 25,664         | \$ 10,371         | \$ 28,648                    | \$ 21,402      | \$ 14,330                    | \$ 14,330                    |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -           | \$ 289,365                   | \$ -                         |
| <b>TOTAL</b>      | \$ 1,026,945      | \$ 1,172,895      | \$ 1,104,599      | \$ 1,089,679                 | \$ 1,067,854   | \$ 1,335,316                 | \$ 1,136,229                 |

## **PERSONNEL**

|                            | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|----------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b> |                    |                    |                    |                   |                              |                    |
| Administrative Secretary   | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Chief Deputy Constable     | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Constable                  | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Deputy Constable           | 8                  | 8                  | 8                  | 8                 |                              | 8                  |
| Legal Clerk I              | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Functional Analyst         | 1                  | 0                  | 0                  | 0                 |                              | 0                  |
| <b>TOTAL</b>               | 13                 | 12                 | 12                 | 12                | 0                            | 12                 |



## PURPOSE

To professionally, diligently, and efficiently execute all civil and criminal court documents assigned to this office by the courts of Collin County and other jurisdictions; to attend the Justice of the Peace Courts as bailiff and ensure the security and safety of the judges, their staff and all court participants; and to fairly and justly enforce the laws of the State of Texas and the United States.

## MAJOR PROGRAMS

### CIVIL

The Civil program receives, records, delivers and returns court documents that have been assigned to our organization. There are over twenty-five different types of court documents issued by the courts. This program also receives court documents from out of county courts and all documents are received, recorded, funds deposited and tracked, delivered and returned to proper jurisdiction. This program, as one of it's duties seizes and holds property for further orders of the court, seizes and sells property under court orders, delivers and executes court orders in the eviction process, delivers court subpoenas to summons witnesses to testify in civil and criminal court proceedings.

### FY 2018 Goals & Objectives

- To effectively enforce the laws of the State of Texas and the United States.
- To execute and return all assigned court documents in a timely and efficient manner.

| PERFORMANCE MEASURES                                | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|-----------------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| <b>Total Papers Received (Criminal &amp; Civil)</b> | 9,411             | 8,942             | 9,531             | 9,658             | 9,735             | 10,000              |
| <b>Civil Papers Received</b>                        |                   |                   |                   |                   |                   |                     |
| Citations                                           | 1,875             | 1,595             | 2,075             | 1,991             | 1,999             | 2,000               |
| Criminal Subpoenas                                  | 1,235             | 1,172             | 1,121             | 1,190             | 1,149             | 1,200               |
| Forcible                                            | 3,250             | 3,458             | 3,568             | 3,672             | 4,137             | 3,800               |
| <b>Total Papers Served (Criminal &amp; Civil)</b>   | 8,384             | 7,840             | 7,907             | 8,087             | 7,707             | 8,500               |
| <b>Civil Papers Served</b>                          |                   |                   |                   |                   |                   |                     |
| Citations                                           | 1,721             | 1,321             | 1,546             | 1,657             | 1,543             | 1,700               |
| Criminal Subpoenas                                  | 1,044             | 992               | 874               | 933               | 867               | 940                 |
| Forcible                                            | 3,192             | 3,401             | 3,339             | 3,438             | 3,716             | 3,600               |
| <b>Total Papers Unserved/Active</b>                 | 1,941             | 1,883             | 2,251             | 2,079             | 2,522             | 2,500               |
| <b>Total Papers Cleared</b>                         | 10,325            | 8,547             | 10,061            | 10,327            | 10,191            | 10,500              |
| <b>Total Papers Attempts</b>                        | 40,269            | 35,604            | 39,093            | 39,076            | 40,817            | 40,000              |
| <b>Total Miles Driven</b>                           | 171,114           | 171,919           | 142,373           | 177,119           | 143,156           | 180,000             |

## WARRANT

The warrant program receives, records, makes contacts, makes arrests, and returns criminal warrants issued to our organization from the court system. Additionally, the warrant program tracks and locates defendant on criminal warrants in attempts to collect unpaid fines due to the county and state.

### FY 2018 Goals & Objectives

- To effectively enforce the laws of the State of Texas and the United States. It shall be an objective of this office that all warrants assigned in area of responsibility will be attempted within ten working days from the date the warrant is received in 90% to 95% of all cases.
- It shall be an objective of this office that all deputies will attempt to locate persons where warrants are to be executed on. When the address is discovered to be a bad address, use all resources available to locate the defendant. If all resources are used and no good address can be located, the warrant shall be returned to the issuing court within thirty working days in 90% to 95% of all cases.

## FY 2018 Adopted Budget Summary

## Constable Precinct 3

### WARRANT CONTINUED

| PERFORMANCE MEASURES          | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|-------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| <b>Warrants Received</b>      |                   |                   |                   |                   |                   |                     |
| Alias Capias/Capias Pro Fines | 230               | 611               | 261               | 632               | 309               | 632                 |
| Warrants                      | 4,152             | 898               | 2,415             | 2,103             | 2,230             | 2,100               |
| <b>Warrants Served</b>        |                   |                   |                   |                   |                   |                     |
| Alias Capias/Capias Pro Fines | 25                | 5                 | 0                 | 168               | 4                 | 170                 |
| Warrants                      | 409               | 253               | 61                | 52                | 22                | 500                 |
| <b>Warrants Recalled</b>      | 81                | 42                | 381               | 438               | 282               | 1,000               |

*\* Odyssey reports do not accurately reflect warrants served due to efforts of the Constable's Office to work warrants recalled. Warrants line is inclusive of all warrant types.*

### COURT SECURITY

The court security program provides bailiff and court security to protect the Justice of the Peace courts, judges, staff and litigants and participants in court proceedings. This program provides court security to two Justice of the Peace Courts.

#### FY 2018 Goals & Objectives

- To attend the Justice of the Peace Courts to ensure the security and safety of the court and all participants in court as well as to maintain a secure and safe environment for them to work.

| PERFORMANCE MEASURES | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|----------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| Bailiff Hours        | 2,311             | 2,137             | 2,002             | 2,337             | 2,534             | 2,400               |

### ADMINISTRATIVE

The administrative program is designed to monitor all office activities in order to attain the most effective, efficient, and professional operation possible. The office is broken down into different divisions to make monitoring each more effective. The administrative staff has set out policies, procedures and objectives so each employee is clear on their function within the organization.

#### FY 2018 Goals & Objectives

- The goal of this organization is to provide quality public service in a cost effective manner by monitoring the day to day operations of this organization, projecting activity and making adjustments in areas of responsibility, projecting costs to operate and planning accordingly in the budget process.
- It is a goal of this organization to perform our job related duties in a professional, courteous manner with accuracy and efficiency and to conduct our daily business in accordance with all State and Local rules, laws and statutes.

| PERFORMANCE MEASURES                | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|-------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| Papers Processed (Criminal & Civil) | 13,563            | 9,840             | 11,946            | 11,761            | 11,965            | 12,100              |
| Number of Clerical Staff            | 2                 | 2                 | 2                 | 2                 | 2                 | 2                   |
| Papers Processed per Clerk          | 6,782             | 4,920             | 5,973             | 5,881             | 5,983             | 6,050               |

## FY 2018 Adopted Budget Summary

## Constable Precinct 3

### WRIT DIVISION

Specialized program that deals with the court ordered attempt to collect judgments handed down by the courts in Civil Law Cases. This needs to be a specialized division, requiring one full time Deputy Constable and requires specialized training on state statutes on what property the defendant has that is subject to levy and sale of the non exempt personal property. Writs carry a large amount of liability for the office, the Deputy and the County if the writ is incorrectly executed and property is not seized and sold, or if the incorrect property is seized and sold.

#### FY 2018 Goals & Objectives

- To have well trained, well educated individuals that can work well under pressure and make good, sound, swift decisions when working writs and know how to research land deed records and other records to determine what property is subject to levy and sale.
- To work writs in a professional, efficient, diligent and effective manner and to treat all citizens fairly while working within the frame work of Texas Statutes and Laws.

| PERFORMANCE MEASURES          | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|-------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| <b>Writ of Execution</b>      |                   |                   |                   |                   |                   |                     |
| Received                      | 23                | 84                | 59                | 75                | 117               | 80                  |
| Cleared                       | 3                 | 36                | 35                | 26                | 58                | 30                  |
| Open Cases                    | 8                 | 4                 | 38                | 44                | 28                | 40                  |
| <b>Writ of Sequestrations</b> |                   |                   |                   |                   |                   |                     |
| Received                      | 18                | 23                | 12                | 10                | 6                 | 15                  |
| Cleared                       | 12                | 9                 | 6                 | 3                 | 1                 | 10                  |
| Open Cases                    | -                 | 4                 | 4                 | 3                 | 6                 | 5                   |

### PAYMENT DELINQUENT ORDER

Designed to Attempt to collect "hot checks" written to the Collin County Tax Assessor for registration of motor vehicles (for license plates). If the "hot checks" go uncollected, the fees are charges off to the State of Texas. By statute, any Sheriff, Constable or State Trooper may work these cases. If the person who issues the "hot check" can be located in our county and cannot/does not make restitution on the check, one option we have is to remove the license number plates from the vehicle and return them to the Tax assessor Collector. Collin County also collects a \$30.00 return check fee on each case collected.

#### FY 2018 Goals & Objectives

- To collect the registration and return check fees on each and every case by effective and efficient methods such as sending letters to the person that issued the "hot check", making visits to the known addresses and by seizing the license number plates, if necessary.
- To complete our assigned task in a professional, effective and efficient manner.

| PERFORMANCE MEASURES              | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|-----------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| Cases Assigned                    | 126               | 95                | 84                | 52                | 57                | 55                  |
| Cases Cleared (Served & Returned) | 106               | 72                | 95                | 53                | 62                | 55                  |
| Cases Collected                   | 97                | 57                | 70                | 52                | 35                | 40                  |
| Funds Collected                   | \$ 17,510         | \$ 12,400         | \$ 7,261          | \$ 6,427          | \$ 9,098          | \$ 5,000            |
| Return Check Fee Collected        | \$ 2,730          | \$ 1,260          | \$ 1,110          | \$ 990            | \$ 1,020          | \$ 1,100            |

**DEPARTMENT IMPROVEMENTS**

Constable 3 received TCOLE License Certification Pay funding. TCOLE recognizes basic, intermediate, advanced and master licenses for these positions. Certification rates include \$55.00 monthly for Intermediate, \$80.00 for Advanced and \$125.00 for Masters licenses. Cost of this department improvement to Collin County is \$12,632 in recurring expenditures.

Constable 3 received funding for four replacement ballistic vests. The four new ballistic vests will replace existing vests that are expired and in need of replacement. Cost of this department improvement to Collin County is \$2,832 in one-time expenditures.

## FY 2018 Adopted Budget Summary

## Constable Precinct 4

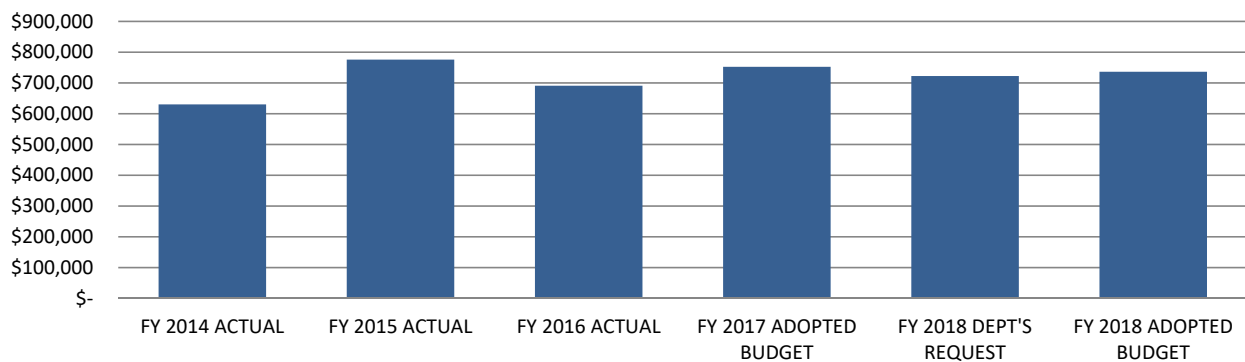
### EXPENDITURES

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 615,478        | \$ 758,441        | \$ 662,178        | \$ 723,621                   | \$ 701,645        | \$ 667,756                   | \$ 717,640                   |
| <b>TRAINING</b>   | \$ 2,476          | \$ 1,633          | \$ 2,472          | \$ 6,915                     | \$ 5,668          | \$ 7,060                     | \$ 7,060                     |
| <b>OPERATIONS</b> | \$ 12,338         | \$ 15,705         | \$ 26,384         | \$ 21,852                    | \$ 21,652         | \$ 16,817                    | \$ 11,717                    |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ 30,805                    | \$ -                         |
| <b>TOTAL</b>      | <b>\$ 630,292</b> | <b>\$ 775,779</b> | <b>\$ 691,035</b> | <b>\$ 752,388</b>            | <b>\$ 728,965</b> | <b>\$ 722,438</b>            | <b>\$ 736,417</b>            |

### PERSONNEL

|                            | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|----------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b> |                    |                    |                    |                   |                              |                    |
| Administrative Secretary   | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Constable                  | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Chief Deputy Constable     | 0                  | 0                  | 0                  | 0                 | 1                            | 0                  |
| Deputy Constable           | 6                  | 5                  | 4                  | 4                 |                              | 4                  |
| Deputy Constable II        | 0                  | 0                  | 1                  | 1                 | -1                           | 1                  |
| Legal Clerk I              | 2                  | 1                  | 2                  | 1                 |                              | 1                  |
| <b>TOTAL</b>               | <b>10</b>          | <b>8</b>           | <b>9</b>           | <b>8</b>          | <b>0</b>                     | <b>8</b>           |

### Budget Comparison



## PURPOSE

To provide the citizens of Pct. 4 and Collin County outstanding service, by professionally and diligently executing all civil court documents and criminal warrants assigned by the courts of Collin County and other jurisdictions; ensure the safety of the Judge and all court staff by providing security as the court bailiff; fairly and justly enforce the laws of Collin County and the State of Texas. Our integrity is the hallmark of the Pct. 4 Constable's office and we are committed to the highest performance standards, ethical conduct and truthfulness in all relationships with public. We hold ourselves accountable for our actions and take pride in a professional level of service and fairness to all. Service is our priority, civil, warrant, customer and public. It is the mission of this office to adhere to the state mandated core functions of this office, employees and peace officers shall: Enforce all criminal activity within their jurisdiction which reported to them or within their view, Diligently attempt to execute all criminal warrants issued to the office by a court, Diligently attempt to execute all civil process assigned to this office. Bailiff the Justice of the Peace Court and provide court and building security, and Execute writs and evictions.

## MAJOR PROGRAMS

### CIVIL

Clerks process and deputies deliver all civil court documents such as citations, evictions, subpoenas, notices and restraining orders. Deputies work writs of possessions, attachments, garnishments and orders of sale, executions, and sequestrations.

To professionally and efficiently execute all civil court documents in a timely and cost-effective manner.

### FY 2018 Goals & Objectives

- To increase customer service through awareness, flexibility and diligence.
- To continue establishing and maintaining an open line of communication with attorneys and plaintiffs.
- To be diligent in always improving customer service.
- To continue to work closely with the County Clerk, District Clerk, County Courts, District Courts and Justice Courts.
- To develop and implement new technology to increase support for Clerks, Courts, attorneys and plaintiffs.

| PERFORMANCE MEASURES                                 | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|------------------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| <b>Total Papers Received (Civil and Criminal)</b>    | 5,423             | 5,642             | 5,858             | 6,007             | 5,600             | 5,706               |
| <b>Civil Papers Received</b>                         |                   |                   |                   |                   |                   |                     |
| Citations                                            | 1,159             | 1,047             | 1,238             | 1,136             | 1,240             | 1,164               |
| Forcible                                             | 2,096             | 2,196             | 2,358             | 2,618             | 2,364             | 2,326               |
| Criminal Subpoenas                                   | 770               | 768               | 841               | 886               | 761               | 805                 |
| <b>Total Papers Served (Civil and Criminal)</b>      | 4,464             | 5,067             | 5,288             | 5,307             | 4,874             | 5,000               |
| <b>Civil Papers Served</b>                           |                   |                   |                   |                   |                   |                     |
| Citations                                            | 839               | 922               | 1,027             | 940               | 1,070             | 960                 |
| Forcible                                             | 1,958             | 2,103             | 2,188             | 2,438             | 2,115             | 2,160               |
| Criminal Subpoenas                                   | 572               | 621               | 728               | 757               | 617               | 659                 |
| <b>Percent of Papers Successfully Served (Civil)</b> | 82%               | 90%               | 90%               | 88%               | 87%               | 88%                 |
| <b>Total Papers Unserved/Active</b>                  | 1,630             | 1,252             | 1,150             | 1,278             | 1,142             | 1,290               |
| <b>Total Papers Cleared</b>                          | 5,325             | 5,957             | 6,610             | 6,295             | 6,349             | 6,107               |
| <b>Total Attempts</b>                                | 11,669            | 13,302            | 19,889            | 15,864            | 15,135            | 15,172              |
| <b>Total Miles Driven</b>                            | 49,683            | 44,241            | 68,221            | 84,779            | 82,349            | 78,450              |

## WARRANT

Clerks process and deputies execute all warrants issued by the court, such as traffic warrants, hot check warrants, toll way warrants and anyone found to have outstanding misdemeanor or felony warrants.

To professionally and efficiently execute all criminal court documents in a timely and cost-effective manner.

## FY 2018 Adopted Budget Summary

## Constable Precinct 4

### WARRANT CONTINUED

Constable's are mandated by the State of Texas to diligently execute all warrants issued to their office by any District, County or Justice Court.

#### FY 2018 Goals & Objectives

- To pro-actively reduce the thousands of Class-C Collin County Justice of the Peace warrants.
- To quickly respond to District, County and Justice Court judges requests to immediately apprehend violators and bring them to the respective court.
- To provide all payment options available to those wanted on Class-C warrants to avoid incarceration and additional County expense to taxpayers. Failing that, violators will be placed in the County jail.
- To continue to develop and maintain relationships with other area local, county, state and federal agencies in apprehending fugitives.
- To utilize all possible means available in locating and arresting fugitives from justice.
- To develop and implement new technology to increase efficiency and reduce expense in the issuance and maintenance of Class C warrants through electronic warrants.

| PERFORMANCE MEASURES           | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|--------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| <b>Warrant Papers Received</b> |                   |                   |                   |                   |                   |                     |
| Warrants                       | 85                | 447               | 4,707             | 4,144             | 3,807             | 4,219               |
| <b>Warrants Papers Served</b>  |                   |                   |                   |                   |                   |                     |
| Warrants                       | 23                | 222               | 125               | 3                 | 20                | 12                  |

*\* Odyssey reports do not accurately reflect warrants served due to efforts of the Constable's Office to work warrants recalled.*

### COURT SECURITY

Protect the Judge & Staff of the court and to ensure order in a court session, keeping order of the jury and custody of the prisoners while in the court. Protecting and securing the building, employees and visitors during business hours.

#### FY 2018 Goals & Objectives

- To ensure the safety of the Judge and court staff by providing security as court bailiff.

| PERFORMANCE MEASURES | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|----------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| Bailiff Hours        | 549               | 752               | 748               | 797               | 752               | 762                 |

### ADMINISTRATIVE

Overseeing all office operations and functions. Providing assistance to customers by answering calls, documenting and tracking complaints and compliments, collecting money for service fees coming in mail and through personal visits. Providing support and assistance to office personnel by processing time and reporting to payroll, preparing schedules, ordering supplies, making travel arrangements for training, and tracking state mandated training requirements. Assisting with the office budget, accounts, bookkeeping & deposits and providing administrative support by preparing required monthly reports and conducting both interviews and evaluation processes.

#### FY 2018 Goals & Objectives

- To continue to train and educate all staff in efforts to maximize efficiency in all areas of operation within the office.

**EDUCATION**

Deputies are mandated by the state to maintain more training and education hours than other Texas Peace Officers. In addition, it is the policy of this office to require continuous training and education for clerks and deputies in fields related to their specific duties. It is the goal of this office to employ the most qualified, highly trained and most motivated peace officers and clerks in the state.

**DEPARTMENT IMPROVEMENTS**

Constable 4 received TCOLE License Certification Pay funding. TCOLE recognizes basic, intermediate, advanced and master licenses for these positions. Certification rates include \$55.00 monthly for Intermediate, \$80.00 for Advanced and \$125.00 for Masters licenses. Cost of this department improvement to Collin County is \$7,427 in recurring expenditures.

## FY 2018 Adopted Budget Summary

## Construction & Projects

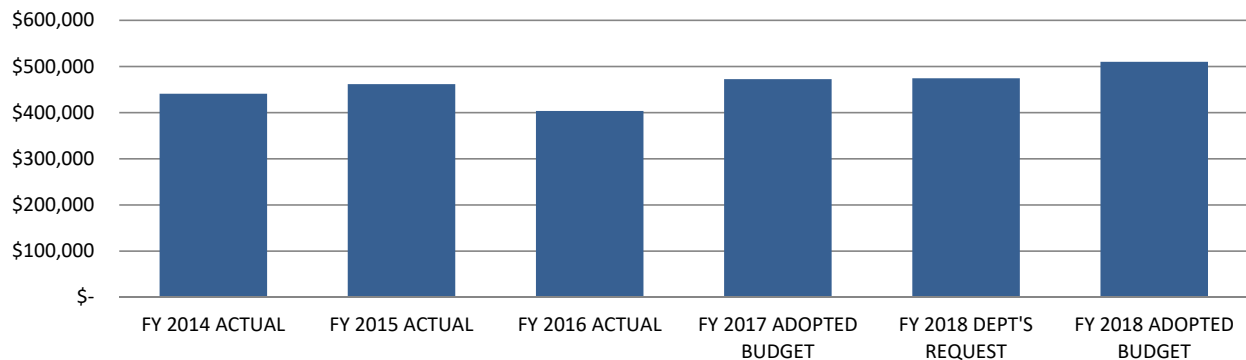
### EXPENDITURES

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 438,667        | \$ 460,483        | \$ 401,545        | \$ 463,080                   | \$ 429,469        | \$ 465,021                   | \$ 500,655                   |
| <b>TRAINING</b>   | \$ 1,158          | \$ 762            | \$ 705            | \$ 2,700                     | \$ 2,441          | \$ 3,700                     | \$ 3,700                     |
| <b>OPERATIONS</b> | \$ 1,105          | \$ 567            | \$ 1,358          | \$ 6,820                     | \$ 1,557          | \$ 5,820                     | \$ 5,820                     |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | \$ 440,930        | \$ 461,813        | \$ 403,608        | \$ 472,600                   | \$ 433,467        | \$ 474,541                   | \$ 510,175                   |

### PERSONNEL

|                               | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|-------------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b>    |                    |                    |                    |                   |                              |                    |
| Administrative Secretary      | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Building Projects Coordinator | 2                  | 2                  | 2                  | 2                 |                              | 2                  |
| Director of Building Projects | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| <b>TOTAL</b>                  | 4                  | 4                  | 4                  | 4                 | 0                            | 4                  |

### Budget Comparison



## PURPOSE

Construction & Projects is responsible for planning and construction of Collin County's permanent improvements, Facilities Bond Program and leases of County owned buildings and County occupied spaces.

## MAJOR PROGRAMS

### ADMINISTRATION

Monthly reports measuring budget and schedules of Court approved Permanent Improvement Projects, Long Term Projects and Bond Projects are submitted. Quarterly PBM reports measuring goals, accomplishments and objectives for budget and schedules of Court approved Permanent Improvement Projects, Long Term Projects, Bond Projects and Leases are submitted.

### PERMANENT IMPROVEMENTS

Through this aspect of our department we plan, design, review and oversee building projects through to completion. Projects are requested by Department Heads during the budget process and we research the best & most economical way to process as well as recommending & prioritizing them into categories such as safety, efficiency and new personnel requirements. We coordinate with General Contractors, Sub-Contractors, Engineers, Architects, Consultants, Materials Testing Labs as well as internal County Staff to assure projects are adequately managed and built within code and comply with regulations such as Americans with Disability Act.

### **FY 2018 Goals & Objectives**

- To keep approved projects within budget 90% of the time.
- To keep approved projects on schedule 90% of the time.
- To improve the annual processing of construction budget requests submittals from county department heads. Ensure reviewing and responding to each submittal within 60 days 90% of the time.

| PERFORMANCE MEASURES                    | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|-----------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| # Approved                              | 13                | 36                | 38                | 14                | 16                | 12                  |
| # Completed                             | 7                 | 28                | 24                | 8                 | 8                 | 12                  |
| # Completed on Schedule                 | 7                 | 28                | 24                | 8                 | 8                 | 12                  |
| # Complete on Schedule & within Budget  | 65                | 25                | 20                | 8                 | 7                 | 12                  |
| % Completed on Schedule & within Budget | 46%               | 70%               | 53%               | 57%               | 44%               | 100%                |
| # of Permanent Improvement Requests     | 47                | 85                | 102               | 107               | 113               | 101                 |
| # of Submittal Responses                | 47                | 85                | 102               | 107               | 113               | 101                 |
| # of Submittal Responses within 60 Days | 47                | 85                | 102               | 107               | 113               | 101                 |
| % of Submittal Responses within 60 Days | 100%              | 100%              | 100%              | 100%              | 100%              | 100%                |

### **BOND PROGRAMS / LONG TERM PROJECTS**

Bond Projects are driven by the Public elections. We plan, design, review and see the project through to completion and handle warranties through duration. Prepare & maintain committee meeting agendas and minutes and post with proper entities. We coordinate with the General Contractor, Consultants, Architects and Engineers to accomplish a finished product built within code guidelines as well as meeting compliance guidelines with organizations such as ADA, Jail & Health Inspection. Review project manuals to assure the project is built to specification & permits. Monitor budget & schedules daily. Prepare monthly reports on schedules and budgets. We coordinate with all internal Department Heads to assure proper space allocation and needs of their department are met. Payment applications are reviewed and approved for Court; as well as change orders, shop drawings, submittals and purchases. Create schedules for design and production to meet required deadlines.

## FY 2018 Adopted Budget Summary

## Construction & Projects

### BOND PROGRAMS / LONG TERM PROJECTS CONTINUED

#### FY 2018 Goals & Objectives

- To keep projects within budget and on schedule 90% of the time.
- To keep approved projects on schedule 90% of the time.

| PERFORMANCE MEASURES                    | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|-----------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| # Approved                              | 10                | 7                 | 12                | 16                | 9                 | 10                  |
| # Completed                             | 3                 | 1                 | 5                 | 0                 | 3                 | 8                   |
| # Completed on Schedule                 | 10                | 7                 | 12                | 16                | 9                 | 10                  |
| # Completed on Schedule & within Budget | 10                | 7                 | 12                | 16                | 9                 | 10                  |
| % Completed on Schedule & within Budget | 100%              | 100%              | 100%              | 100%              | 100%              | 100%                |

### LEASES

Collin County in coordination with the Collin County Health Care Foundation oversees the space we as landlords lease as well as what we lease as tenants. Once a tenant has made an agreement to lease a space from Collin County, we investigate the tenant for type of business, financials and references. If renovations are required to satisfy the tenant's needs, we design and oversee renovations to their satisfaction. In addition, we also work with the tenant on a pay back plan for construction cost and amend rental payments for the time duration of the lease. We receive and track monthly rental payments and prepare monthly reports.

#### FY 2018 Goals & Objectives

- To maintain the occupancy rate of 85% or greater.

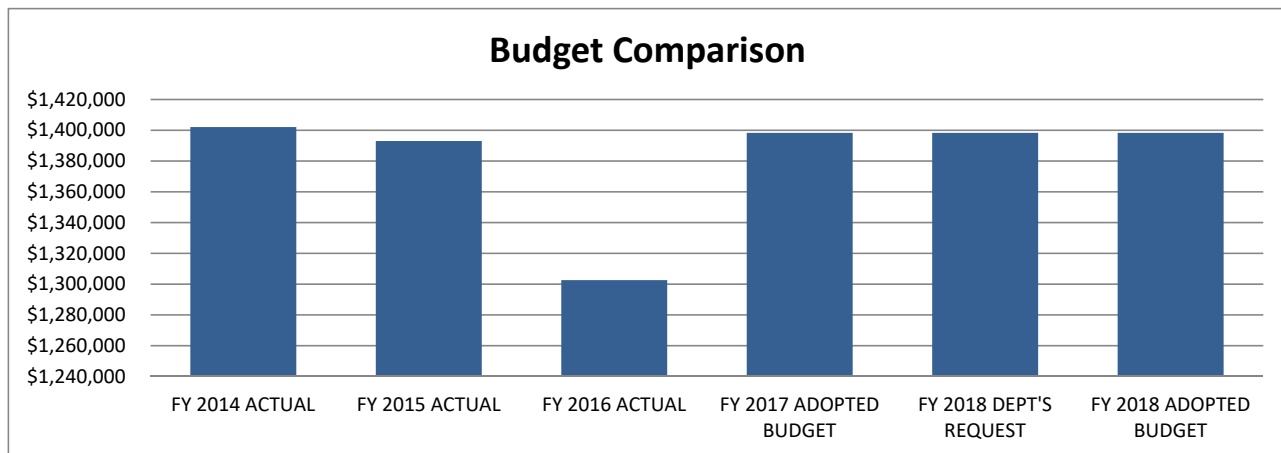
| PERFORMANCE MEASURES    | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|-------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| # of Lease Spaces Total | 30                | 30                | 30                | 25                | 25                | 25                  |
| # Occupied              | 30                | 29                | 28                | 19                | 19                | 25                  |
| % Occupied              | 100%              | 97%               | 93%               | 76%               | 76%               | 100%                |

## FY 2018 Adopted Budget Summary

## Construction & Projects - Shared

### EXPENDITURES

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TRAINING</b>   | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>OPERATIONS</b> | \$ 1,402,105      | \$ 1,392,995      | \$ 1,302,614      | \$ 1,398,343                 | \$ 1,312,763      | \$ 1,398,343                 | \$ 1,398,343                 |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | \$ 1,402,105      | \$ 1,392,995      | \$ 1,302,614      | \$ 1,398,343                 | \$ 1,312,763      | \$ 1,398,343                 | \$ 1,398,343                 |



**PURPOSE**

Provide a high performance construction and planning department dedicated to meeting or exceeding established goals and objectives expected by the Collin County Commissioners Court and Citizens' expectations in an atmosphere of mutual trust, open communications, coordination and cooperation.

# FY 2018 Adopted Budget Summary

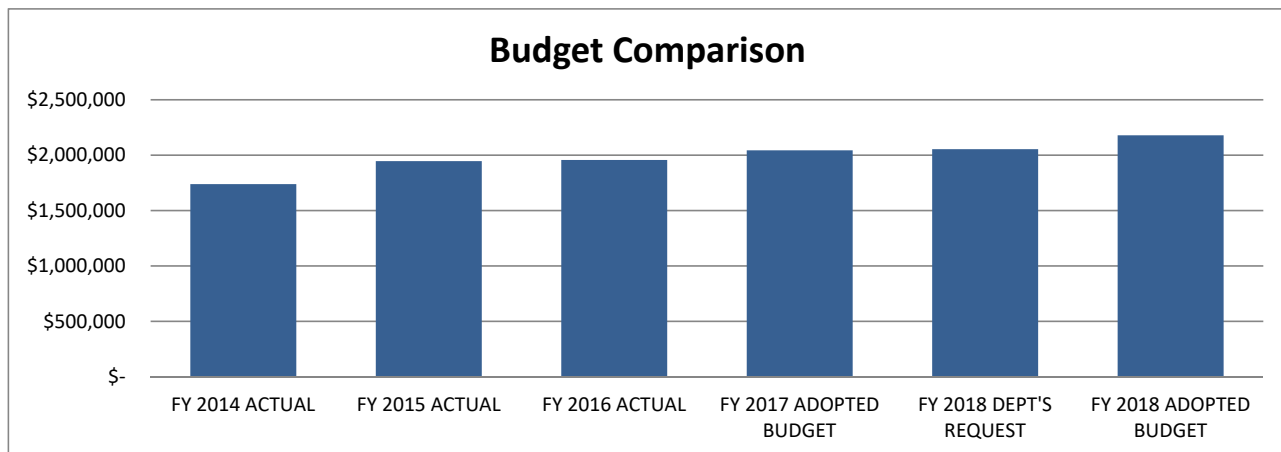
County Clerk

## EXPENDITURES

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 1,704,274      | \$ 1,883,881      | \$ 1,913,417      | \$ 1,965,341                 | \$ 1,959,742      | \$ 1,971,658                 | \$ 2,096,884                 |
| <b>TRAINING</b>   | \$ 12,089         | \$ 24,580         | \$ 9,077          | \$ 31,200                    | \$ 13,257         | \$ 31,200                    | \$ 31,200                    |
| <b>OPERATIONS</b> | \$ 22,378         | \$ 37,934         | \$ 34,318         | \$ 47,107                    | \$ 18,813         | \$ 51,107                    | \$ 51,107                    |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | \$ 1,738,741      | \$ 1,946,395      | \$ 1,956,812      | \$ 2,043,648                 | \$ 1,991,812      | \$ 2,053,965                 | \$ 2,179,191                 |

## PERSONNEL

|                            | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|----------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b> |                    |                    |                    |                   |                              |                    |
| Administrative Secretary   | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Chief Deputy Clerk         | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| County Clerk               | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Deputy County Clerk I      | 3                  | 3                  | 3                  | 3                 |                              | 3                  |
| Deputy County Clerk II     | 18                 | 18                 | 18                 | 18                |                              | 18                 |
| Lead Clerk                 | 3                  | 3                  | 3                  | 3                 |                              | 3                  |
| Office Coordinator         | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Senior Administrator       | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| <b>TOTAL</b>               | 29                 | 29                 | 29                 | 29                | 0                            | 29                 |



## PURPOSE

The County Clerk is the Local Registrar for recording all birth and death certificates, official bond records, military discharge records and other miscellaneous records. The County Clerk is responsible for legal instruments which include real and personal property, bonds, plats, marks and brands, assumed names, marriage licenses, deputation records, issuance of bail bond checks, beer and wine hearings, safekeeping of wills, and Commissioners' Court Minutes. The County Clerk is the custodian of the court registry funds deposited at the direction of the civil and statutory probate courts. The County Clerk is also responsible for County Court at Law Clerks, Court Collections, Treasury, Probate, Mental Commitments and Records Management and Archive.

## MAJOR PROGRAMS

### LAND

Record Land documents, file, scan, index, verify and mail back. Record plats, file, scan, index, and verify.

#### FY 2018 Goals & Objectives

- Consistently meet or exceed the statutory requirements of completing all recording and indexing duties in 3 days by completing in 2 or fewer days.

| PERFORMANCE MEASURES                 | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|--------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| Land Documents Filed                 | 180,222           | 140,344           | 160,530           | 171,177           | 176,304           | 182,297             |
| Plats Filed                          | 381               | 414               | 461               | 527               | 628               | 690                 |
| Phone Calls Received and Transferred | 68,900            | 67,176            | 65,212            | 57,885*           | 61,155            | 62,790              |

\*Phone system experienced a reporting issue at the beginning of fiscal year. Complete call volume was not captured.

### VITALS

Receive, record, scan, index and verify birth and death certificates. Issue certified copies of birth and death certificates to qualified applicants. Marriage licenses are issued, recorded, scanned and mailed back to applicant. Record assumed names and issue copy of application at time of filing. File DD214 for the military and issue certified copies if needed. Record official bonds, oath of office, statement of officer and personal financial statements as received. Trustee notices are file stamped and posted on the County Clerk's website for public access 24 hours 7 days a week. Cattle brands are recorded, certifications are issued and notices sent to the Texas and Southwestern Cattleraiser's Association.

#### FY 2018 Goals & Objectives

- Meet the requirement of filing birth certificates and death certificates within 10 days of date of death.
- Birth and death records are downloaded daily from the Texas Electronic Registrar (TER) database; records are loaded in the County Clerk's vitals database daily.
- Marriage licenses are recorded, scanned into database and mailed back to customer within three business days of the receipt.
- Official bonds, oaths of office and statement of officer are recorded and scanned into database same day received.
- Personal financial statements are filed within same business day received.

| PERFORMANCE MEASURES                    | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|-----------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| Birth Certificate Recorded              | 12,824            | 14,193            | 13,383            | 14,332            | 13,873            | 14,135              |
| Birth Certificates Certified and Issued | 20,781            | 20,091            | 20,456            | 23,554            | 21,623            | 21,834              |
| Death Certificates Recorded             | 3,849             | 4,070             | 4,124             | 4,518             | 4,730             | 4,950               |
| Death Certificates Certified and Issued | 5,736             | 5,069             | 5,256             | 4,923             | 4,960             | 4,863               |
| Fetal Deaths Recorded                   | 55                | 66                | 40                | 49                | 56                | 56                  |
| Marriage License Issued                 | 5,281             | 5,456             | 5,570             | 6,263             | 6,627             | 6,964               |
| Marriage License Certified and Issued   | 3,853             | 3,997             | 4,129             | 4,617             | 5,363             | 5,741               |

## **FY 2018 Proposed Budget Summary**

## **County Clerk**

### **VITALS CONTINUED**

| <b>PERFORMANCE MEASURES</b>      | <b>FY 2013<br/>ACTUAL</b> | <b>FY 2014<br/>ACTUAL</b> | <b>FY 2015<br/>ACTUAL</b> | <b>FY 2016<br/>ACTUAL</b> | <b>FY 2017<br/>ACTUAL</b> | <b>FY 2018<br/>ESTIMATE</b> |
|----------------------------------|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|-----------------------------|
| Informal Marriage License Issued | 163                       | 195                       | 157                       | 177                       | 175                       | 178                         |
| Assumed Names                    | 7,761                     | 7,666                     | 7,347                     | 7,655                     | 7,984                     | 8,040                       |
| Cattle Brands                    | 23                        | 18                        | 22                        | 19                        | 31                        | 33                          |
| Trustee Notices                  | 3,929                     | 2,227                     | 1,883                     | 1,446                     | 1,396                     | 1,346                       |
| Official Bonds                   | 192                       | 77                        | 360                       | 268                       | 450                       | 515                         |
| DD214                            | 289                       | 326                       | 268                       | 247                       | 114                       | 70                          |
| Beer and Wine Applications       | 779                       | 963                       | 615                       | 597                       | 611                       | 590                         |

### **MINUTES**

Attend all meetings and workshops of the Commissioners' Court as ex-officio of the Court for documenting court proceedings.

#### **FY 2018 Goals & Objectives**

- Minutes of each meeting are created, annotated and submitted for approval by the Court on the next available court date.

### **ADMINISTRATION**

Administration leads the many functions of the County Clerk's Office. This function performs general oversight, public liaison and intergovernmental coordination roles.

#### **FY 2018 Goals & Objectives**

- To continue excellence in customer service to the visitors and citizens of Collin County. To ensure all staff are properly trained and educated in the laws that govern our duties to provide efficient services for the citizens we serve.
- Utilize available technology to increase office efficiencies.
- To maintain trust funds and accurate accounting of monies that are deposited by the County Civil and Statutory Probate Courts. Funds are invested (following court order) to obtain the highest available interest rate. Funds are disbursed per court order. The Court Registry account is balanced weekly and reconciled on the first business day each month.

### **DEPARTMENT IMPROVEMENTS**

The County Clerk's Office received funds for a safe for the Plano office. The new safe will replace the current vault with a larger vault. Cost of this department improvement to Collin County is \$4,000 in one-time expenditures.

## FY 2018 Adopted Budget Summary

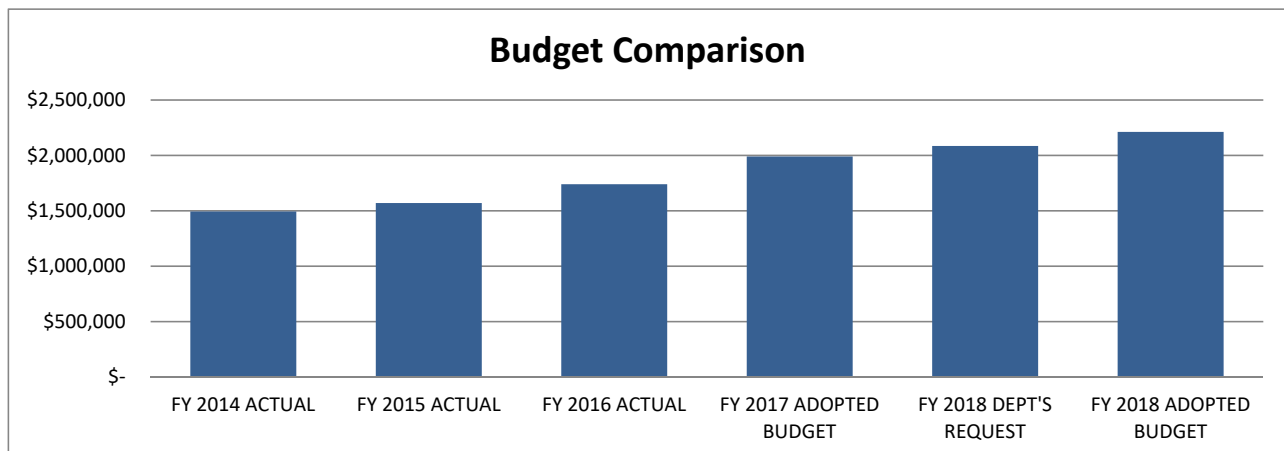
## County Clerk - County Court at Law

### EXPENDITURES

|                   | FY 2014<br>ACTUAL   | FY 2015<br>ACTUAL   | FY 2016<br>ACTUAL   | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL   | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|---------------------|---------------------|---------------------|------------------------------|---------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 1,488,018        | \$ 1,535,999        | \$ 1,721,015        | \$ 1,945,536                 | \$ 1,893,476        | \$ 2,037,671                 | \$ 2,165,336                 |
| <b>TRAINING</b>   | \$ 2,698            | \$ 8,452            | \$ 6,009            | \$ 15,338                    | \$ 5,897            | \$ 17,338                    | \$ 17,338                    |
| <b>OPERATIONS</b> | \$ 3,159            | \$ 25,357           | \$ 12,989           | \$ 18,490                    | \$ 11,257           | \$ 18,020                    | \$ 18,020                    |
| <b>CAPITAL</b>    | \$ -                | \$ -                | \$ -                | \$ 11,000                    | \$ 8,746            | \$ 12,000                    | \$ 12,000                    |
| <b>TOTAL</b>      | <b>\$ 1,493,875</b> | <b>\$ 1,569,809</b> | <b>\$ 1,740,014</b> | <b>\$ 1,990,364</b>          | <b>\$ 1,919,376</b> | <b>\$ 2,085,029</b>          | <b>\$ 2,212,694</b>          |

### PERSONNEL

|                            | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|----------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b> |                    |                    |                    |                   |                              |                    |
| Deputy County Clerk I      | 9                  | 9                  | 7                  | 7                 |                              | 7                  |
| Deputy County Clerk II     | 15                 | 18                 | 22                 | 22                | 2                            | 24                 |
| Lead Clerk                 | 3                  | 3                  | 3                  | 3                 |                              | 3                  |
| Senior Administrator       | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| <b>TOTAL</b>               | <b>28</b>          | <b>31</b>          | <b>33</b>          | <b>33</b>         | <b>2</b>                     | <b>35</b>          |



**PURPOSE**

The County Court at Law Clerk fulfills the constitutional duties of the care and management of County Court legal records, filings and indices and provides support to seven County Courts at Law by managing civil cases with a jurisdiction up to \$500,000 and criminal cases consisting of Class A and B misdemeanors and Class C appeals.

**MAJOR PROGRAMS****CRIMINAL**

The County Court at Law Clerk is the statutory custodian of all records filed and maintained in the County level courts. Filings include Class A and B misdemeanor offenses as well as Class C appeals. The deputy criminal clerks must maintain a clear understanding of the Texas Code of Criminal Procedure and Rules and the Texas Local Government Code. Each clerk is responsible for efficient management of all misdemeanor cases filed in the County Courts and must perform their duties with accuracy and attention to detail.

**FY 2018 Goals & Objectives**

- Filing of all criminal Class A and B misdemeanor cases and Class C appeals. Accurately enter all case information into case management database. Continue with implementation of electronic filing of criminal cases to provide effective and efficient services to the courts and citizens of the county.
- Provide the State of Texas; Office of Court Administration and the Texas Department of Public Safety with all required reporting in a timely manner.

| PERFORMANCE MEASURES                            | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|-------------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| Confirmed State Statistical Reports Sent to OCA | 72                | 72                | 72                | 83                | 84                | 87                  |
| Criminal Cases Filed                            | 8,224             | 8,998             | 8,199             | 9,209             | 9,028             | 9,229               |
| Criminal Cases Disposed                         | 9,709             | 10,126            | 9,906             | 10,382            | 10,277            | 10,419              |

**CIVIL**

The County Court at Law Clerk is the statutory custodian of all records filed and maintained in the County level courts. Filings include all civil cases filed in the County Courts at Law. These cases include civil lawsuits with a jurisdiction up to \$500,000 as well as condemnations, non-disclosures and appeals from the lower courts. The deputy civil clerks must maintain a clear understanding of the Texas Rules of Civil Procedure and the Texas Local Government Code. Each clerk is responsible for efficient management of all civil cases filed in the County level courts and must perform their duties with accuracy and attention to detail.

**FY 2018 Goals & Objectives**

- Filing of all county level civil cases and appeals. Accurately enter all case information into case management database. Continue effective management of the electronic filing of civil cases and related documents to provide effective and efficient services to the courts and citizens of the county.
- Provide the State of Texas and the Texas Office of Court Administration with all required reporting in a timely manner.
- Continuing development of the court management database to support paperless case management.

| PERFORMANCE MEASURES                            | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|-------------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| Confirmed State Statistical Reports Sent to OCA | 72                | 72                | 72                | 83                | 84                | 87                  |
| Civil Cases Filed                               | 3,993             | 3,301             | 3,940             | 3,985             | 4,658             | 4,824               |
| Civil Cases Disposed                            | 4,284             | 3,561             | 3,508             | 3,691             | 4,520             | 4,935               |

**ADMINISTRATION**

Administration ensures Pay for Performance goals and objectives are properly assigned and fulfilled as well as ensuring clerks follow statutes and established processes in the performance of their duties. Fees are researched to ensure fee schedules are properly maintained and that clerks assess correct costs, fines and fees.

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**DEPARTMENT IMPROVEMENTS**

The County Court at Law Clerk received funding for College Education Reimbursement. This is a benefit to employees for continuing education. Cost of this department improvement to Collin County is \$2,512 in one-time expenditures.

**PERSONNEL CHANGES**

The County Court at Law Clerk received funds for two Deputy Criminal Clerk II positions as well as operating funds. The personnel received is due to the office going 100% e-Filing and to ensure that the quality control process is performed accurately and in a timely manner. Cost of this department improvement to Collin County is \$109,520 in recurring and \$22,680 in one-time expenditures.

## FY 2018 Adopted Budget Summary

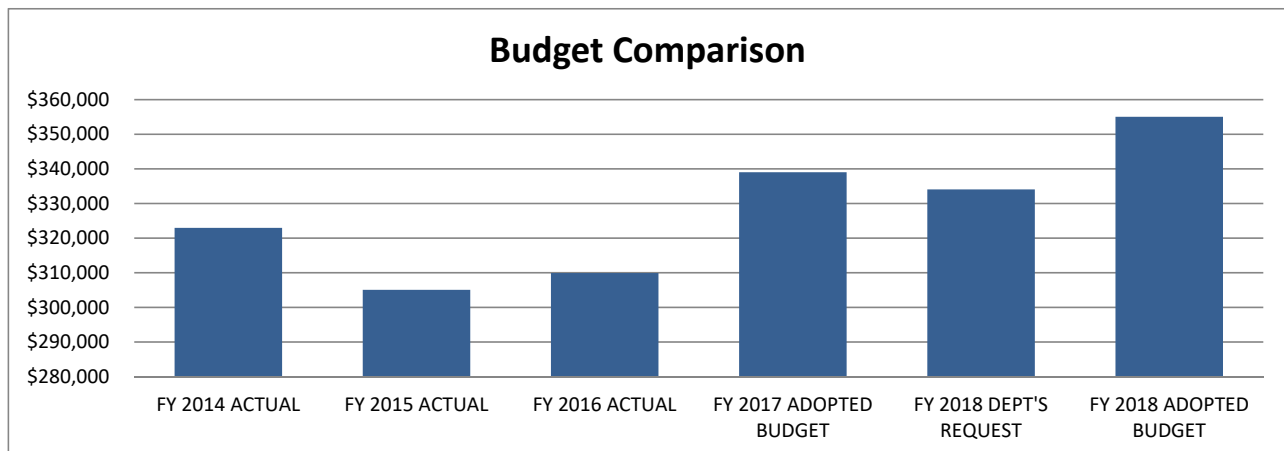
## County Clerk - Court Collections

### EXPENDITURES

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 306,951        | \$ 298,692        | \$ 305,953        | \$ 314,670                   | \$ 298,631        | \$ 317,116                   | \$ 338,080                   |
| <b>TRAINING</b>   | \$ 3,113          | \$ 1,791          | \$ 932            | \$ 7,200                     | \$ 1,633          | \$ 7,200                     | \$ 7,200                     |
| <b>OPERATIONS</b> | \$ 12,908         | \$ 4,580          | \$ 3,033          | \$ 17,166                    | \$ 9,596          | \$ 9,766                     | \$ 9,766                     |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | <b>\$ 322,971</b> | <b>\$ 305,063</b> | <b>\$ 309,917</b> | <b>\$ 339,036</b>            | <b>\$ 309,860</b> | <b>\$ 334,082</b>            | <b>\$ 355,046</b>            |

### PERSONNEL

|                            | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|----------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b> |                    |                    |                    |                   |                              |                    |
| Collections Clerk          | 4                  | 4                  | 4                  | 4                 |                              | 4                  |
| Program Coordinator        | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| <b>TOTAL</b>               | <b>5</b>           | <b>5</b>           | <b>5</b>           | <b>5</b>          | <b>0</b>                     | <b>5</b>           |



## PURPOSE

Texas Code of Criminal Procedure Art. 103.0033 requires counties with a population of 50,000 or more to implement a court collections program. The County Clerk is responsible for the collection of courts costs, fines and fees for Collin County's misdemeanor courts.

## MAJOR PROGRAMS

### CRIMINAL COURT COLLECTIONS

Conducting in person interviews with defendants to determine his/her financial ability to pay court costs, fines and fees imposed by the criminal county courts. The clerk monitors the defendants' payment process until all costs are paid in full.

### **FY 2018 Goals & Objectives**

- Improve the collection of court costs, fines and fees related to misdemeanor convictions for Collin County.

| PERFORMANCE MEASURES                                                    | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|-------------------------------------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| Dollars Assessed                                                        | \$ 4,523,502      | \$ 4,092,087      | \$ 3,629,406      | \$ 3,699,526      | \$ 3,221,643      | \$ 2,896,178        |
| Dollars Collected                                                       | \$ 3,149,459      | \$ 2,898,508      | \$ 2,937,143      | \$ 2,800,327      | \$ 2,524,648      | \$ 2,368,445        |
| Total Collected (Including Jail Credit and<br>Community Service Credit) | \$ 4,562,359      | \$ 4,078,973      | \$ 4,052,036      | \$ 3,938,191      | \$ 3,935,684      | \$ 3,933,177        |
| Percent of Assessed                                                     | 101%              | 100%              | 112%              | 106%              | 122%              | 127%                |

## ADMINISTRATIVE

Maintain compliance with Senate Bill 1863 and the Office of Court Administration Model Program Components. To ensure all staff are properly trained and educated in the laws that govern our duties to provide efficient services for the citizens we serve.

### **FY 2018 Goals & Objectives**

- To ensure the department is compliant with Senate Bill 1863 and all Collin County plans. To include proper handling of delinquent cases, verification of data when setting up payment plans, and screening for indigence. Delinquent work lists should be worked in full at minimum once per week. Class C and Deferred work lists should be worked in full at a minimum of 2-3 times per week and Instantner Work lists and other project list should be worked as assigned.
- Delinquent rates should be less than 11%. Unworked delinquent rates should be consistently less than 6%. 5% increase of 0-60 day payments. Follow procedure of processing defendants and inmates according to plan. Check CCU main voicemail, process no show Class C, failure to appear, adjudication hearing and warrant request cases.
- Provide prompt feedback before, during, and after routine application upgrades to ensure program runs smoothly according to predefined plans.

## DEPARTMENT IMPROVEMENTS

The County Court Collections Office received funding for College Education Reimbursement. This is a benefit to employees for continuing education. Cost of this department improvement to Collin County is \$2,900 in one-time expenditures.

# FY 2018 Adopted Budget Summary

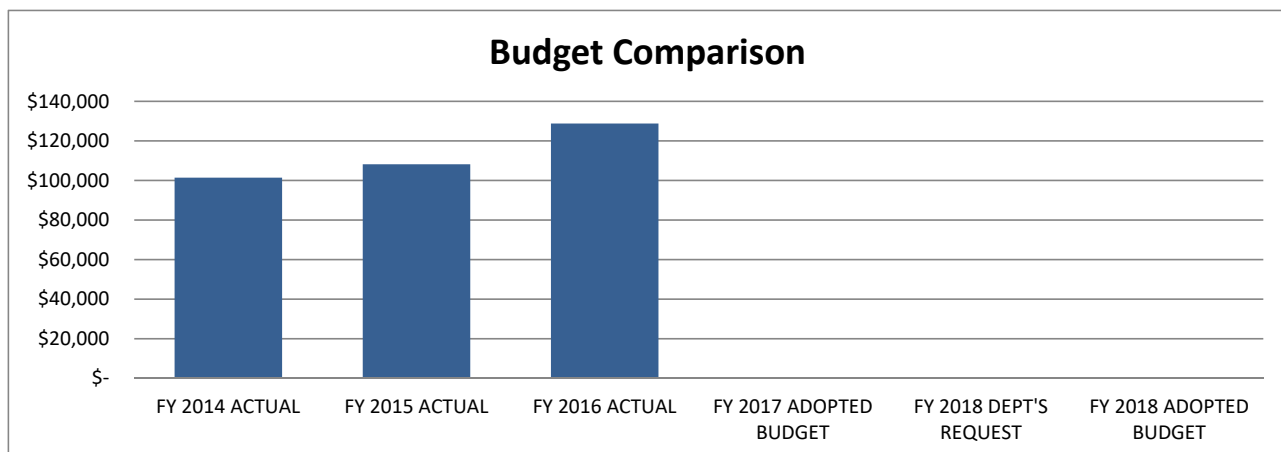
**Indigent Defense Coordinator**  
County Clerk

## EXPENDITURES

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 99,547         | \$ 107,556        | \$ 127,923        | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TRAINING</b>   | \$ 664            | \$ 134            | \$ 278            | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>OPERATIONS</b> | \$ 1,200          | \$ 521            | \$ 589            | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | \$ 101,410        | \$ 108,211        | \$ 128,790        | \$ -                         | \$ -              | \$ -                         | \$ -                         |

## PERSONNEL

|                                 | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|---------------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b>      |                    |                    |                    |                   |                              |                    |
| Deputy County Clerk II          | 0                  | 0                  | 0                  | 0                 |                              | 0                  |
| Indigent Eligibility Specialist | 1                  | 1                  | -1                 | 0                 |                              | 0                  |
| Legal Clerk I                   | 1                  | 1                  | -1                 | 0                 |                              | 0                  |
| <b>TOTAL</b>                    | 2                  | 2                  | -2                 | 0                 | 0                            | 0                  |



## FY 2018 Adopted Budget Summary

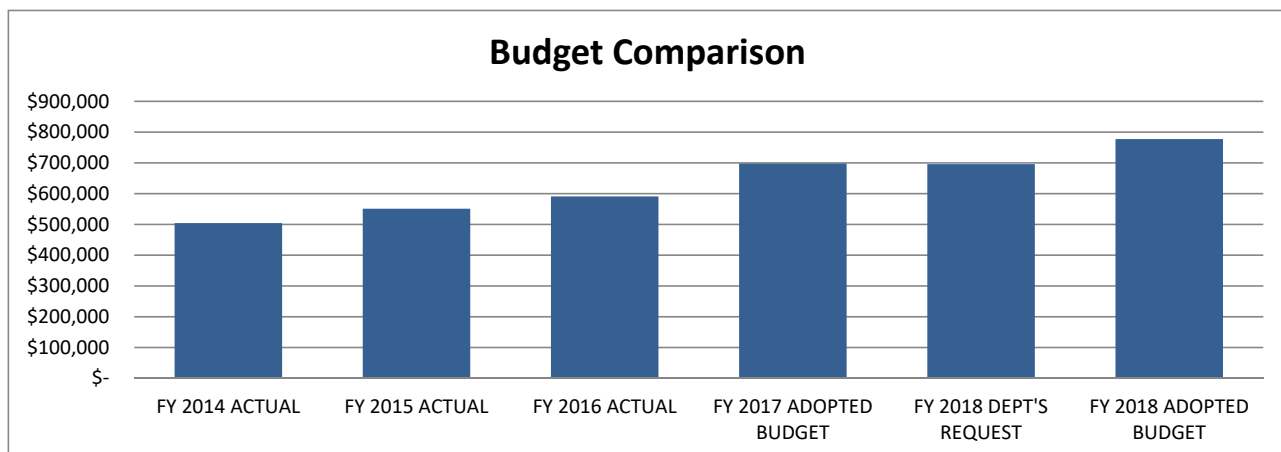
## County Clerk - Probate/Mental

### EXPENDITURES

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 284,405        | \$ 323,284        | \$ 348,342        | \$ 379,363                   | \$ 365,190        | \$ 377,577                   | \$ 457,510                   |
| <b>TRAINING</b>   | \$ 2,213          | \$ 4,827          | \$ 2,146          | \$ 6,675                     | \$ 2,975          | \$ 6,675                     | \$ 7,175                     |
| <b>OPERATIONS</b> | \$ 217,763        | \$ 222,984        | \$ 240,476        | \$ 311,803                   | \$ 276,159        | \$ 311,803                   | \$ 312,683                   |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | <b>\$ 504,381</b> | <b>\$ 551,096</b> | <b>\$ 590,964</b> | <b>\$ 697,841</b>            | <b>\$ 644,324</b> | <b>\$ 696,055</b>            | <b>\$ 777,368</b>            |

### PERSONNEL

|                            | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|----------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b> |                    |                    |                    |                   |                              |                    |
| Deputy County Clerk II     | 4                  | 5                  | 5                  | 5                 | 1                            | 6                  |
| Lead Clerk                 | 1                  | 1                  | 0                  | 0                 |                              | 0                  |
| Probate Administrator      | 0                  | 0                  | 1                  | 1                 |                              | 1                  |
| <b>TOTAL</b>               | <b>5</b>           | <b>6</b>           | <b>6</b>           | <b>6</b>          | <b>1</b>                     | <b>7</b>           |



**PURPOSE**

The County Clerk is statutorily responsible for the proper maintenance of probate cases, guardianship cases and involuntary commitments as related to specific individuals in Collin County. The County Clerk combined Mental Commitments and the Probate Clerks during FY07 to form this program, capturing previously untapped efficiencies and allowing more supervisor involvement.

**MAJOR PROGRAMS****MENTAL- DOCUMENT PREPARATION**

Receive all applications, motions, notices or any other paper document or item made part of the record. These shall be filed with the clerk. Accurately record and prepare case files, prepare service papers and contact deputies and hospitals to serve papers in a timely manner.

**FY 2018 Goals & Objectives**

- Consistently meet requirements set by statute. Documents prepared and patient served within 24 hours.

| PERFORMANCE MEASURES      | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|---------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| Mental Documents Prepared | 34,995            | 38,073            | 39,295            | 44,879            | 82,112            | 88,002              |

**MENTAL- FILING CASE DETAIL**

Attend preliminary hearings, update files, prepare for final hearings, contact hospitals and attend final hearings.

**FY 2018 Goals & Objectives**

- Consistently meet statutory requirements of 24 hours to issue. Complete Order of Protective Custody within 2 hours of receipt from hospital.

| PERFORMANCE MEASURES | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|----------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| Mental Cases Filed   | 1,086             | 1,127             | 1,222             | 1,213             | 1,867             | 2,062               |

**MENTAL- FILE REVIEW**

Attend preliminary hearings, update files, prepare for final hearings, contact hospitals and attend final hearings. Cases must be reviewed within 1 business day after a hearing is held.

**FY 2018 Goals & Objectives**

- Consistently meet requirements for case review. Cases are reviewed the same morning hearing is held.

| PERFORMANCE MEASURES | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|----------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| Mental File Reviews  | 11,671            | 14,804            | 15,061            | 13,218            | 15,699            | 16,706              |

**PROBATE/GUARDIANSHIPS- DOCUMENT PREPARATION**

Receive all applications, file and prepare case files for hearings, prepare citations and scan.

**FY 2018 Goals & Objectives**

- Consistently meet statutory requirements for document preparation. These documents are prepared within 1 business day of receipt.

| PERFORMANCE MEASURES       | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|----------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| Probate Documents Prepared | 90,455            | 101,431           | 104,087           | 111,845           | 126,136           | 135,056             |

## **FY 2018 Adopted Budget Summary**

## **County Clerk - Probate/Mental**

### **PROBATE/GUARDIANSHIPS- DOCUMENT PREPARATION CONTINUED**

#### **FY 2018 Goals & Objectives**

| PERFORMANCE MEASURES            | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|---------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| Guardianship Documents Prepared | 34,974            | 35,846            | 31,476            | 42,235            | 47,603            | 50,760              |

### **PROBATE/GUARDIANSHIPS- CASE FILE DETAIL**

File all pleadings, motions, notices, briefs, proposed orders, proposed judgments, and any other paper, document or thing made a part of record that shall be filed with the clerk that are mailed by customers or E-Filed by attorneys to be added to file. Enter case information on computer into proper case file. Scan documents as filed. In Guardianship cases send Court Investigator copy of file, when we receive report from Court Investigator, we appoint Attorney Ad Litem to represent the individual Set hearings and maintain Judges calendar. Send notices, perform record searches, issue certified and exemplified copies. Keep in contact with attorneys on hearings and reminder of any filings that need to be sent in. Scan and verify as needed.

#### **FY 2018 Goals & Objectives**

- Consistently meet statutory requirement of case filings, to be completed within 2 days and QC'ed within 2 business days.

| PERFORMANCE MEASURES | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|----------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| Probate Cases Filed  | 1,406             | 1,479             | 1,750             | 1,856             | 2,117             | 2,295               |
| Guardianships Filed  | 182               | 212               | 215               | 197               | 211               | 218                 |

### **PROBATE/GUARDIANSHIPS- FILE REVIEW**

Accurately accept and verify all documents. On special cases arrange for Court Reporter to be retained. After hearing, review files for orders signed by Judge. Prepare all required documents including Letters of Testamentary, Letters of Guardianship and citations. Accurately enter information in court management database. Maintain Judge's calendar for any hearing for continuance. Fax orders to Auditor for Ad Litem Pay. Send annual reports and accounting to Guardians in month in which they qualified.

#### **FY 2018 Goals & Objectives**

- Consistently meet requirements for case review. Case reviewed 1 day prior to hearing and within 1 day following Court hearing in both Probate and Guardianship cases and QC'ed within 2 business days.

| PERFORMANCE MEASURES  | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|-----------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| Probate Reviewed      | 15,990            | 20,664            | 23,876            | 39,522            | 49,572            | 57,968              |
| Guardianship Reviewed | 7,120             | 8,461             | 7,784             | 16,459            | 28,077            | 33,316              |

### **PERSONNEL CHANGES**

The County Clerk Probate and Mental Office received funding for a Deputy Clerk II position as well operating funds. The personnel recieved is due to new legislation and the increase in the number of filings, hearings, and warrants. Cost of this department improvement to Collin County is \$54,760 in recurring and \$1,380 in one-time expenditures.

# **FY 2018 Adopted Budget Summary**

# **County Clerk- Treasury**

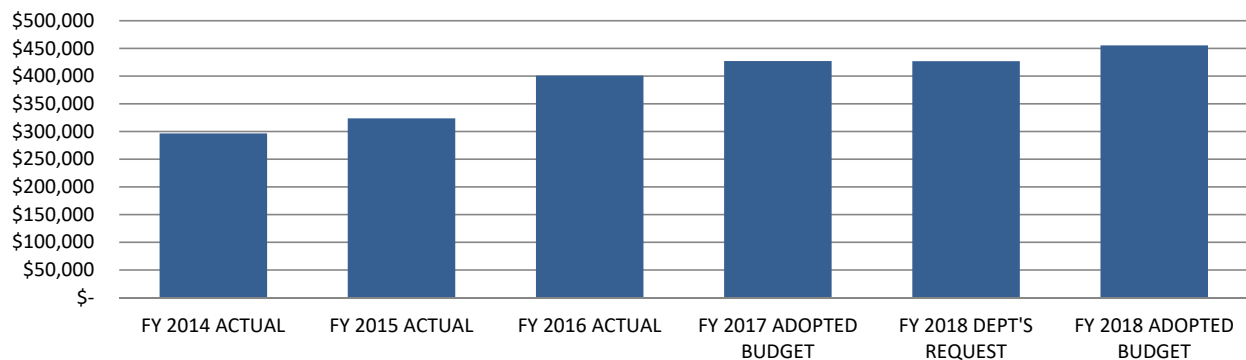
## **EXPENDITURES**

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 295,343        | \$ 321,281        | \$ 389,885        | \$ 416,489                   | \$ 416,568        | \$ 416,268                   | \$ 444,757                   |
| <b>TRAINING</b>   | \$ -              | \$ 1,138          | \$ 155            | \$ 6,817                     | \$ 4,162          | \$ 6,817                     | \$ 6,817                     |
| <b>OPERATIONS</b> | \$ 1,236          | \$ 1,307          | \$ 10,883         | \$ 3,900                     | \$ 586            | \$ 3,900                     | \$ 3,900                     |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | \$ 296,579        | \$ 323,726        | \$ 400,924        | \$ 427,206                   | \$ 421,316        | \$ 426,985                   | \$ 455,474                   |

## **PERSONNEL**

|                            | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|----------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b> |                    |                    |                    |                   |                              |                    |
| Account/Office Clerk       | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Accounting Tech            | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Deputy County Clerk II     | 2                  | 2                  | 2                  | 2                 |                              | 2                  |
| Functional Analyst         | 0                  | 1                  | 1                  | 1                 |                              | 1                  |
| Treasury Administrator     | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| <b>TOTAL</b>               | 5                  | 6                  | 6                  | 6                 | 0                            | 6                  |

## **Budget Comparison**



**PURPOSE**

As the Treasurer for Collin County, the County Clerk is statutorily responsible for proper management of 18 accounts including land and vitals fee account, criminal, civil and probate fee accounts, court registry, two direct deposit clearing accounts, pooled cash, juror payments, seized money, toll road authority, grants for teen court and justice assistance, and long and short term disability for UHC and Aetna.

**MAJOR PROGRAMS****BANK COORDINATION**

Proper and accurate accounting, recording, safeguarding and disbursing of all funds managed by the Treasurer's office. Daily, weekly and monthly balancing of all accounts and monthly reconciliation of bank account statements.

**FY 2018 Goals & Objectives**

- Accurately maintain county bank account balances and ensure all invoices are paid in a timely manner.
- Properly manage bail bond securities deposited on behalf of Collin County.
- To ensure all staff are properly trained and educated in the laws that govern our duties to provide efficient services.

| PERFORMANCE MEASURES | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|----------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| Fee Account Deposits | \$ 12,893,853     | \$ 11,671,765     | \$ 13,251,154     | \$ 14,583,995     | \$ 14,613,898     | \$ 15,043,909       |

**ACCOUNTS RECEIVABLE**

Invoice Collin County cities, ISDs and other customers for services provided by Collin County. Perform the accounting of all monies due to the county and keep records of services rendered. This money is collected by this office and deposited to bank.

**FY 2018 Goals & Objectives**

- Properly invoice Collin County cities, IDS & other customers for services provided by Collin County.

| PERFORMANCE MEASURES   | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| Cash Bond Received     | \$ 2,000,392      | \$ 2,199,027      | \$ 2,346,291      | \$ 2,244,057      | \$ 2,268,132      | \$ 2,335,067        |
| Cash Bond Released CK. | \$ 1,550,338      | \$ 1,814,925      | \$ 2,375,447      | \$ 2,367,584      | \$ 2,248,908      | \$ 2,336,229        |

**CHECK DISTRIBUTION**

Receive printed checks & check registers. Review checks & registers to make sure drawn on correct bank account, charge to correct budget line item, correct mailing address, correct payee, stuff, sort & prepare checks for mailing or pickup. Checks include employee payroll, jury service, all Collin County vendors and utilities.

**FY 2018 Goals & Objectives**

- Ensure county payroll checks are properly processed and available for pickup by 7:30 a.m. on designated pay periods.
- Accounts payable checks available for pickup or mailed at time of Commissioners' Court approval.
- Jury checks processed and mailed within 2 days of printing.

| PERFORMANCE MEASURES | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|----------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| Checks Distributed   | 87,307            | 50,869            | 46,129            | 47,258            | 47,018            | 47,018              |

# **FY 2018 Adopted Budget Summary**

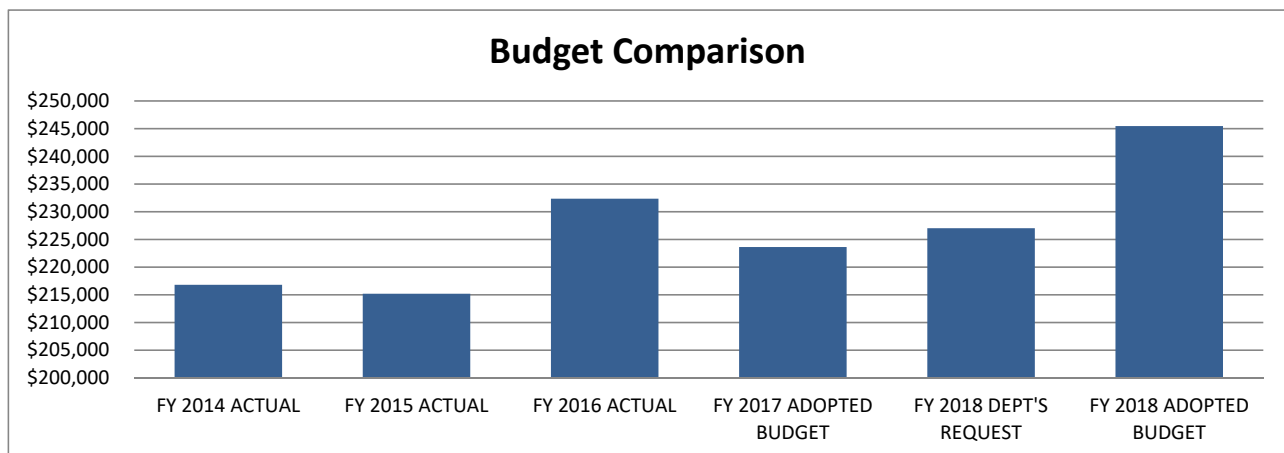
# **County Correction - SO**

## **EXPENDITURES**

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 216,814        | \$ 215,190        | \$ 232,360        | \$ 223,626                   | \$ 240,439        | \$ 226,394                   | \$ 244,847                   |
| <b>TRAINING</b>   | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>OPERATIONS</b> | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ 633                       | \$ 618                       |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | \$ 216,814        | \$ 215,190        | \$ 232,360        | \$ 223,626                   | \$ 240,439        | \$ 227,027                   | \$ 245,465                   |

## **PERSONNEL**

|                            | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|----------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b> |                    |                    |                    |                   |                              |                    |
| Detention Officer          | 3                  | 3                  | 3                  | 3                 |                              | 3                  |
| <b>TOTAL</b>               | 3                  | 3                  | 3                  | 3                 | 0                            | 3                  |



## PURPOSE

The County Corrections Center is a department under the supervision of the Collin County Sheriff's Office. County Corrections provides community service for inmates sentenced to the Sheriff's Convicted Offenders Re-Entry (SCORE) program and inmate work farm.

## MAJOR PROGRAMS

### ADMINISTRATION

County Corrections staff use this program to facilitate daily, monthly, and annual reporting tasks, such as, but not limited to, work hours and locations. Furthermore, County Corrections staff have other ancillary duties that are required to keep the program running in an orderly fashion.

### COMMUNITY SERVICE

The County Corrections Center is a department under the supervision of the Collin County Sheriff's Office. County Corrections provides community service for inmates sentenced to the Sheriff's Convicted Offenders Re-Entry program and the inmate work farm. During the community service the inmate program provides labor to a wide variety of non-profit and governmental entities such as, but not limited to, Cities and Historical Societies within Collin County.

### FY 2018 Goals & Objectives

- To provide services to all approved non-profit and governmental organizations within Collin County within 90 days of approval by the Sheriff 90% of the time.
- To maintain, clean and sanitize the animal shelter 5 days a week and complete all assignments 95% of the time.

| PERFORMANCE MEASURES                                                                      | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|-------------------------------------------------------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| # of Requests for Services                                                                | 671               | 724               | 677               | 1,012             | 492               | 700                 |
| # of Non-Profits Agencies that Received Services                                          | 93                | 106               | 89                | 91                | 93                | 100                 |
| # of Non-Profits Agencies that Received Services w/in 90 days of Sheriff's Approval       | 93                | 106               | 89                | 91                | 93                | 100                 |
| % of Non-Profits Agencies that Received Services w/in 90 days of Sheriff's Approval       | 100%              | 100%              | 100%              | 100%              | 100%              | 100%                |
| # of Governmental Organizations that Received Services                                    | 203               | 164               | 143               | 106               | 105               | 80                  |
| # of Governmental Organizations that Received Services w/in 90 days of Sheriff's Approval | 203               | 164               | 143               | 106               | 105               | 80                  |
| % of Governmental Organizations that Received Services w/in 90 days of Sheriff's Approval | 100%              | 100%              | 100%              | 100%              | 100%              | 100%                |
| # of Assignments Scheduled                                                                | 250               | 250               | 251               | 255               | 243               | 250                 |
| # of Assignments Scheduled Completed                                                      | 250               | 250               | 251               | 255               | 243               | 250                 |
| # of Assignments Scheduled Completed w/in 5 Days                                          | 250               | 250               | 251               | 255               | 243               | 250                 |
| % of Assignments Scheduled Completed w/in 5 Days                                          | 100%              | 100%              | 100%              | 100%              | 100%              | 100%                |

## **FY 2018 Adopted Budget Summary**

## **County Correction - SO**

### **INMATE WORK FARM**

The County Corrections department is supervised by the Sheriff's Office. This program allows the inmates enrolled in the Sheriff's Convicted Re-Entry Effort to yearly grow crops that assist in supplementing food costs at the detention center and provide the access to local non-profit organizations.

### **FY 2018 Goals & Objectives**

- To have 90% of inmates sentenced to the SCORE program complete the Sheriff's Office portion of the program.

| PERFORMANCE MEASURES                                              | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|-------------------------------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| # of Program Participants                                         | 153               | 157               | 134               | 149               | 139               | 145                 |
| # of Program Participants that Completed SO<br>Portion of Program | 145               | 143               | 127               | 143               | 128               | 145                 |
| % of Program Participants that Completed SO<br>Portion of Program | 95%               | 91%               | 95%               | 96%               | 92%               | 100%                |

### **DEPARTMENT IMPROVEMENTS**

Sheriff's Office Corrections received TCOLE License Certification Pay funding. TCLOE recognizes a basic, intermediate, advanced and master licenses for these positions. Certification rates includes \$55.00 monthly for Intermediate, \$80.00 for Advanced and \$125.00 for Masters license. Cost of this department improvement to Collin County is \$1,735 in recurring expenditures.

Sheriff's Office Corrections received funding for leather gear stipend. Funds will be given to each newly hired or promoted to the position of Deputy Sheriff for the purpose of buying leather gear and accessories that meet SO specifications. Cost of this department improvement is \$926 in recurring expenditures.

Sheriff's Office Corrections received funding for Peace Officer equipment. Included are handguns, magazine carrier, holster, belt, keepers, handcuff cases with handcuffs and other equipment. Cost of this department improvement is \$618 in one-time expenditures.

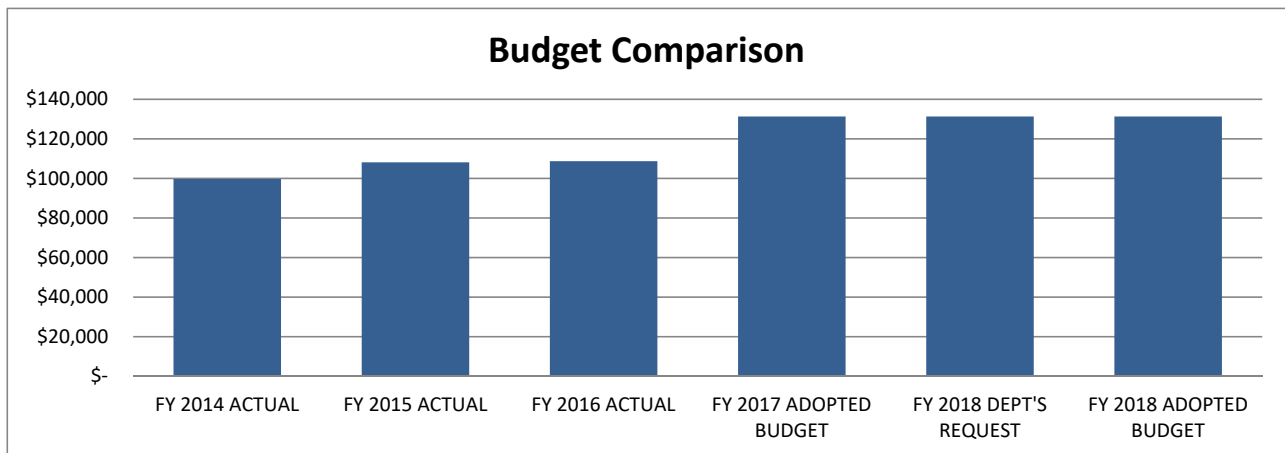
## FY 2018 Adopted Budget Summary

## County Court - Shared

### EXPENDITURES

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ -              | \$ -              | \$ 45,678         | \$ 116,300                   | \$ 76,609         | \$ 116,300                   | \$ 116,300                   |
| <b>TRAINING</b>   | \$ -              | \$ -              | \$ 1,088          | \$ 4,000                     | \$ 862            | \$ 4,000                     | \$ 4,000                     |
| <b>OPERATIONS</b> | \$ 99,734         | \$ 108,126        | \$ 61,936         | \$ 11,000                    | \$ 15,180         | \$ 11,000                    | \$ 11,000                    |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | \$ 99,734         | \$ 108,126        | \$ 108,701        | \$ 131,300                   | \$ 92,651         | \$ 131,300                   | \$ 131,300                   |

\*Visiting Judge Pay moved to Salaries in FY 2016



## PURPOSE

To give our citizens prompt resolution of civil disputes and criminal charges by providing professional, efficient, and impartial court service through proper balance of the law and fiscal ability of county government. In doing so, support the high quality of life in Collin County by providing the highest level of court services possible.

## MAJOR PROGRAMS

### CRIMINAL CASES

These case types include DWI, theft or worthless checks, drug offenses, assault, traffic, or other criminal charges.

#### **FY 2018 Goals & Objectives**

- Provide service in a courteous and respectful manner.
- Encourage the development of new or different methods of achieving improved efficiency.
- Conduct reviews of the court system's ability to serve the community.
- Ensure that all legal processes, including the process for collecting fines and court costs, are properly exhausted.
- Protect the rights of all who seek justice in our courts.

| PERFORMANCE MEASURES    | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|-------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| Criminal Cases Filed    | 9,149             | 10,522            | 9,575             | 10,900            | 10,484            | 10,818              |
| Criminal Cases Disposed | 9,054             | 10,126            | 9,816             | 10,460            | 10,259            | 10,560              |

### CIVIL CASES

These case types include injury or damage involving a motor vehicle, injury or damage other than a motor vehicle, tax cases, suits on debt, divorce, all other family law matters, other civil.

#### **FY 2018 Goals & Objectives**

- Provide service in a courteous and respectful manner.
- Encourage the development of new or different methods of achieving improved efficiency.
- Conduct reviews of the court system's ability to serve the community.
- Ensure that all legal processes, including the process for collecting fines and court costs, are properly exhausted.
- Protect the rights of all who seek justice in our courts.

| PERFORMANCE MEASURES | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|----------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| Civil Cases Filed    | 4,137             | 3,394             | 4,031             | 4,198             | 4,809             | 4,977               |
| Civil Cases Disposed | 4,284             | 3,561             | 3,707             | 4,047             | 4,524             | 4,584               |

# **FY 2018 Adopted Budget Summary**

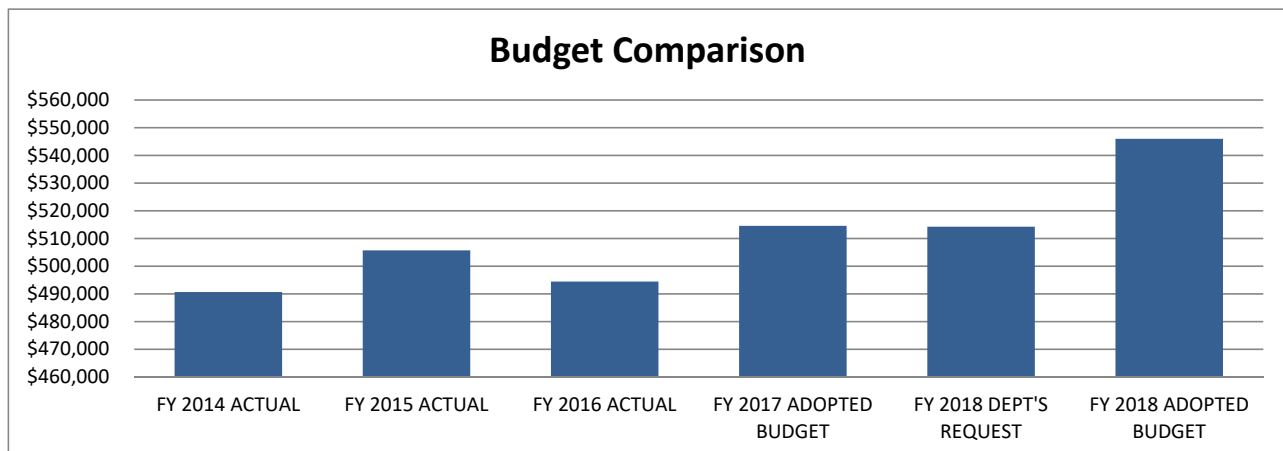
# **County Court at Law No. 1**

## **EXPENDITURES**

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 485,110        | \$ 501,710        | \$ 490,787        | \$ 502,801                   | \$ 499,364        | \$ 502,299                   | \$ 533,600                   |
| <b>TRAINING</b>   | \$ 2,406          | \$ 1,305          | \$ 819            | \$ 6,800                     | \$ 1,606          | \$ 6,800                     | \$ 6,800                     |
| <b>OPERATIONS</b> | \$ 3,164          | \$ 2,710          | \$ 2,854          | \$ 4,968                     | \$ 1,085          | \$ 5,168                     | \$ 5,586                     |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | \$ 490,679        | \$ 505,725        | \$ 494,459        | \$ 514,569                   | \$ 502,055        | \$ 514,267                   | \$ 545,986                   |

## **PERSONNEL**

|                            | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|----------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b> |                    |                    |                    |                   |                              |                    |
| County Court at Law Judge  | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Court Coordinator          | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Court Officer              | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Court Reporter             | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| <b>TOTAL</b>               | 4                  | 4                  | 4                  | 4                 | 0                            | 4                  |



**DEPARTMENT IMPROVEMENTS**

The County Court at Law No. 1 received funding for Peace Officer equipment. Included is a handgun, magazines, magazine carrier and a holster. Cost of this department improvement is \$618 in one-time expenditures.

The County Court at Law No. 1 received TCOLE License Certification Pay funding. TCLOE recognizes a basic, intermediate, advanced and master licenses for these positions. Certification rate includes \$80.00 monthly for advanced license. Cost of this department improvement to Collin County is \$1,111 in recurring expenditures.

## FY 2018 Adopted Budget Summary

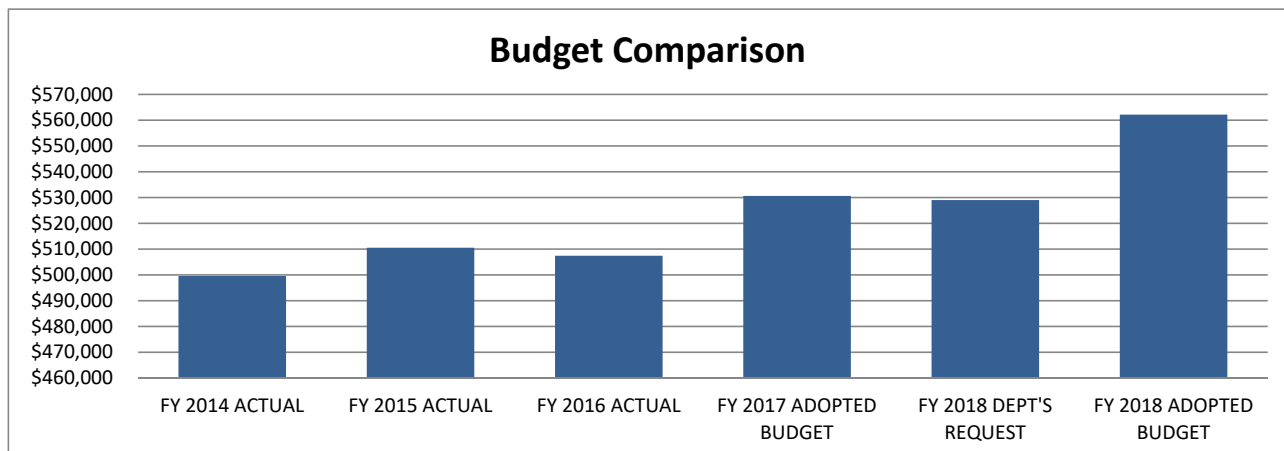
## County Court at Law No. 2

### EXPENDITURES

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 494,493        | \$ 503,306        | \$ 504,038        | \$ 520,890                   | \$ 517,943        | \$ 519,299                   | \$ 551,819                   |
| <b>TRAINING</b>   | \$ 3,043          | \$ 5,159          | \$ 1,763          | \$ 6,900                     | \$ 5,178          | \$ 6,700                     | \$ 6,700                     |
| <b>OPERATIONS</b> | \$ 2,045          | \$ 2,082          | \$ 1,625          | \$ 2,818                     | \$ 2,617          | \$ 3,018                     | \$ 3,636                     |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | \$ 499,582        | \$ 510,547        | \$ 507,426        | \$ 530,608                   | \$ 525,738        | \$ 529,017                   | \$ 562,155                   |

### PERSONNEL

|                            | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|----------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b> |                    |                    |                    |                   |                              |                    |
| County Court at Law Judge  | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Court Coordinator          | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Court Officer              | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Court Reporter             | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| <b>TOTAL</b>               | 4                  | 4                  | 4                  | 4                 | 0                            | 4                  |



**DEPARTMENT IMPROVEMENTS**

The County Court at Law No. 2 received funding for Peace Officer equipment. Included is a handgun, magazines, magazine carrier and a holster. Cost of this department improvement is \$618 in one-time expenditures.

The County Court at Law No. 2 received TCOLE License Certification Pay funding. TCLOE recognizes a basic, intermediate, advanced and master licenses for these positions. Certification rate includes \$55.00 monthly for intermediate license. Cost of this department improvement to Collin County is \$764 in recurring expenditures.

# **FY 2018 Adopted Budget Summary**

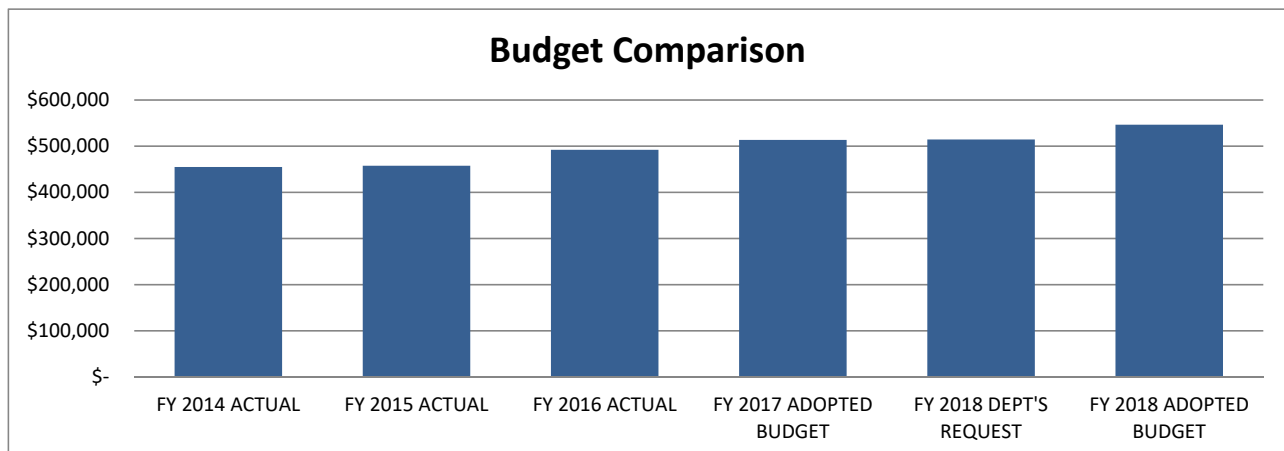
# **County Court at Law No. 3**

## **EXPENDITURES**

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 448,558        | \$ 451,093        | \$ 486,166        | \$ 503,049                   | \$ 499,984        | \$ 503,916                   | \$ 535,495                   |
| <b>TRAINING</b>   | \$ 3,934          | \$ 4,488          | \$ 3,638          | \$ 6,850                     | \$ 3,451          | \$ 6,850                     | \$ 6,850                     |
| <b>OPERATIONS</b> | \$ 2,422          | \$ 2,055          | \$ 2,384          | \$ 3,668                     | \$ 1,991          | \$ 3,668                     | \$ 4,286                     |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | \$ 454,914        | \$ 457,635        | \$ 492,188        | \$ 513,567                   | \$ 505,426        | \$ 514,434                   | \$ 546,631                   |

## **PERSONNEL**

|                            | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|----------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b> |                    |                    |                    |                   |                              |                    |
| County Court at Law Judge  | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Court Coordinator          | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Court Officer              | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Court Reporter             | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| <b>TOTAL</b>               | 4                  | 4                  | 4                  | 4                 | 0                            | 4                  |



**DEPARTMENT IMPROVEMENTS**

The County Court at Law No. 3 received funding for Peace Officer equipment. Included is a handgun, magazines, magazine carrier and a holster. Cost of this department improvement is \$618 in one-time expenditures.

The County Court at Law No. 3 received TCOLE License Certification Pay funding. TCLOE recognizes a basic, intermediate, advanced and master licenses for these positions. Certification rate includes \$80.00 monthly for advanced license. Cost of this department improvement to Collin County is \$1,111 in recurring expenditures.

# **FY 2018 Adopted Budget Summary**

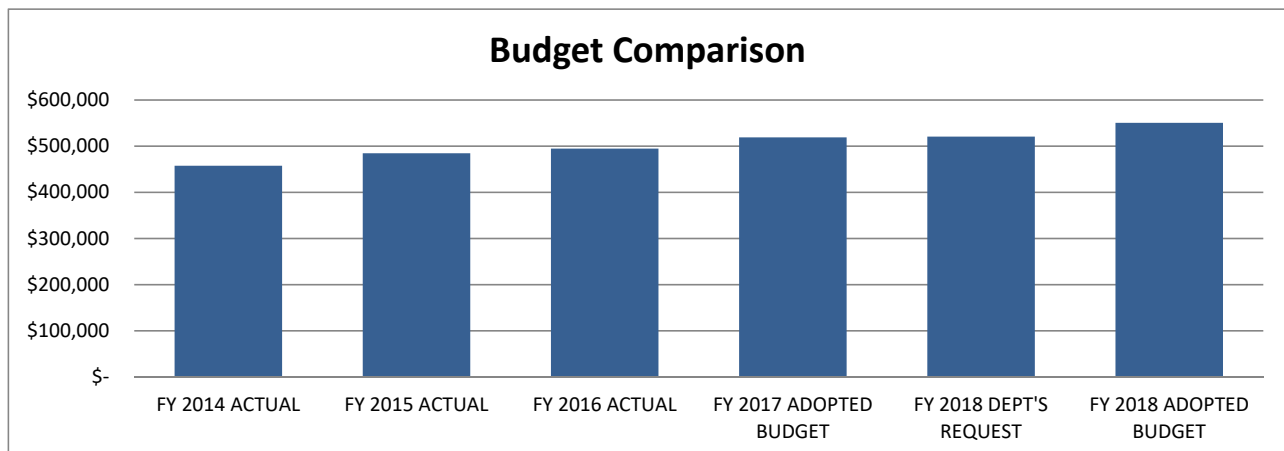
# **County Court at Law No. 4**

## **EXPENDITURES**

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 454,465        | \$ 478,605        | \$ 489,111        | \$ 507,956                   | \$ 505,740        | \$ 508,640                   | \$ 539,406                   |
| <b>TRAINING</b>   | \$ 1,276          | \$ 2,769          | \$ 2,382          | \$ 5,800                     | \$ 4,094          | \$ 6,000                     | \$ 6,000                     |
| <b>OPERATIONS</b> | \$ 1,937          | \$ 3,305          | \$ 3,221          | \$ 5,268                     | \$ 3,923          | \$ 6,068                     | \$ 5,186                     |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | <b>\$ 457,678</b> | <b>\$ 484,679</b> | <b>\$ 494,714</b> | <b>\$ 519,024</b>            | <b>\$ 513,757</b> | <b>\$ 520,708</b>            | <b>\$ 550,592</b>            |

## **PERSONNEL**

|                            | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|----------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b> |                    |                    |                    |                   |                              |                    |
| County Court at Law Judge  | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Court Coordinator          | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Court Officer              | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Court Reporter             | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| <b>TOTAL</b>               | <b>4</b>           | <b>4</b>           | <b>4</b>           | <b>4</b>          | <b>0</b>                     | <b>4</b>           |



**DEPARTMENT IMPROVEMENTS**

The County Court at Law No. 4 received funding for Peace Officer equipment. Included is a handgun, magazines, magazine carrier and a holster. Cost of this department improvement is \$618 in one-time expenditures.

# **FY 2018 Adopted Budget Summary**

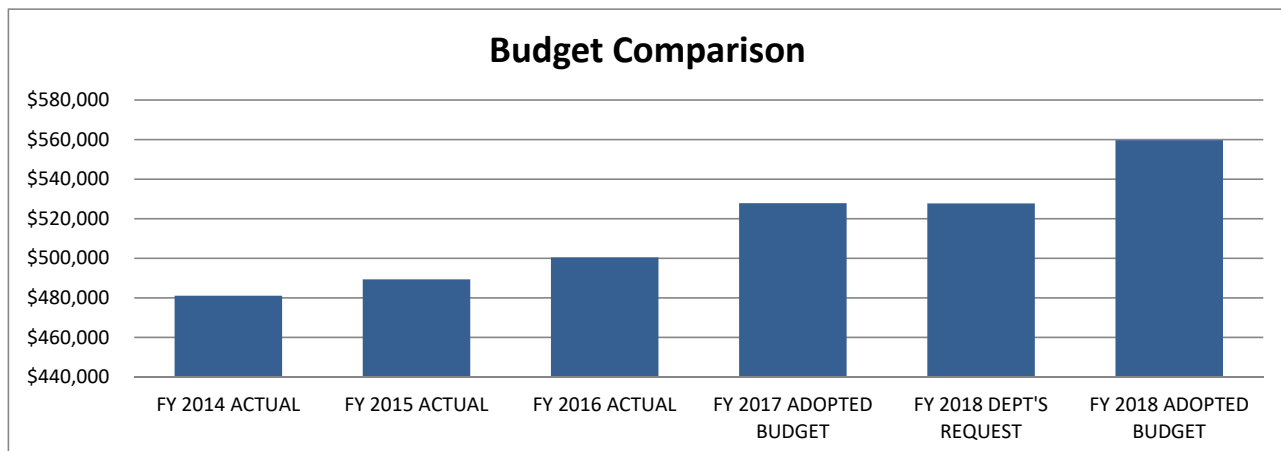
# **County Court at Law No. 5**

## **EXPENDITURES**

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 476,313        | \$ 485,393        | \$ 495,414        | \$ 517,632                   | \$ 492,810        | \$ 517,499                   | \$ 548,879                   |
| <b>TRAINING</b>   | \$ 3,084          | \$ 2,280          | \$ 2,908          | \$ 6,900                     | \$ 1,310          | \$ 6,900                     | \$ 6,900                     |
| <b>OPERATIONS</b> | \$ 1,674          | \$ 1,679          | \$ 2,098          | \$ 3,318                     | \$ 1,391          | \$ 3,318                     | \$ 3,936                     |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | <b>\$ 481,070</b> | <b>\$ 489,351</b> | <b>\$ 500,420</b> | <b>\$ 527,850</b>            | <b>\$ 495,511</b> | <b>\$ 527,717</b>            | <b>\$ 559,715</b>            |

## **PERSONNEL**

|                            | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|----------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b> |                    |                    |                    |                   |                              |                    |
| County Court at Law Judge  | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Court Coordinator          | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Court Officer              | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Court Reporter             | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| <b>TOTAL</b>               | <b>4</b>           | <b>4</b>           | <b>4</b>           | <b>4</b>          | <b>0</b>                     | <b>4</b>           |



**DEPARTMENT IMPROVEMENTS**

The County Court at Law No. 5 received funding for College Education Reimbursement. This is a benefit to employees for continuing education. Cost of this department improvement to Collin County is \$3,600 in one-time expenditures.

The County Court at Law No. 5 received funding for Peace Officer equipment. Included is a handgun, magazines, magazine carrier and a holster. Cost of this department improvement is \$618 in one-time expenditures.

# **FY 2018 Adopted Budget Summary**

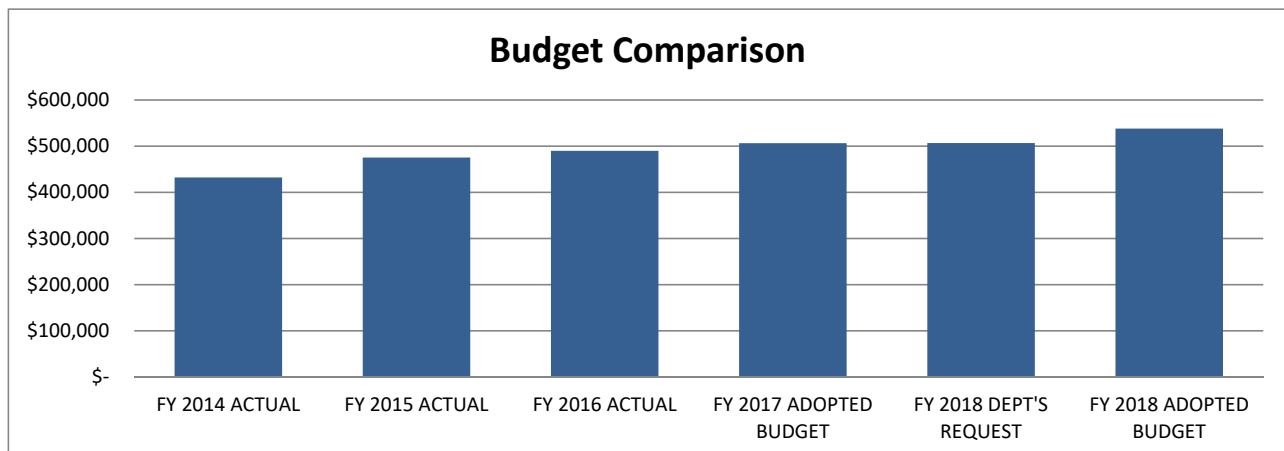
# **County Court at Law No. 6**

## **EXPENDITURES**

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 427,267        | \$ 468,205        | \$ 481,776        | \$ 496,309                   | \$ 494,992        | \$ 496,574                   | \$ 527,339                   |
| <b>TRAINING</b>   | \$ 3,014          | \$ 4,436          | \$ 5,881          | \$ 6,800                     | \$ 4,930          | \$ 6,800                     | \$ 6,800                     |
| <b>OPERATIONS</b> | \$ 2,024          | \$ 2,771          | \$ 2,296          | \$ 3,418                     | \$ 1,393          | \$ 3,418                     | \$ 4,036                     |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | <b>\$ 432,305</b> | <b>\$ 475,412</b> | <b>\$ 489,953</b> | <b>\$ 506,527</b>            | <b>\$ 501,315</b> | <b>\$ 506,792</b>            | <b>\$ 538,175</b>            |

## **PERSONNEL**

|                            | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|----------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b> |                    |                    |                    |                   |                              |                    |
| County Court at Law Judge  | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Court Coordinator          | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Court Officer              | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Court Reporter             | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| <b>TOTAL</b>               | <b>4</b>           | <b>4</b>           | <b>4</b>           | <b>4</b>          | <b>0</b>                     | <b>4</b>           |



**DEPARTMENT IMPROVEMENTS**

The County Court at Law No. 6 received funding for Peace Officer equipment. Included is a handgun, magazines, magazine carrier and a holster. Cost of this department improvement is \$618 in one-time expenditures.

The County Court at Law No. 6 received TCOLE License Certification Pay funding. TCLOE recognizes a basic, intermediate, advanced and master licenses for these positions. Certification rate includes \$80.00 monthly for advanced license. Cost of this department improvement to Collin County is \$1,111 in recurring expenditures.

# FY 2018 Adopted Budget Summary

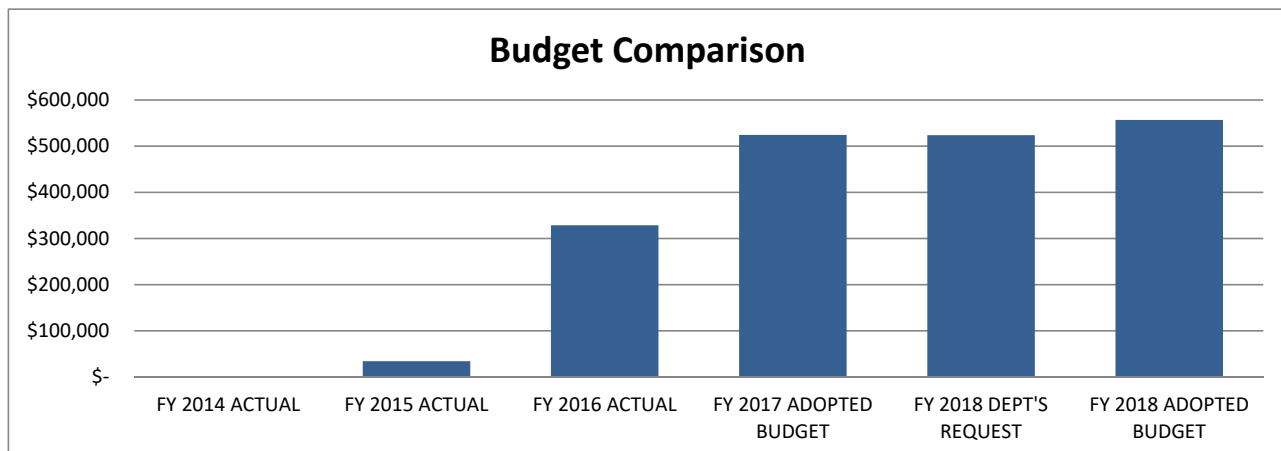
# County Court at Law No. 7

## EXPENDITURES

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ -              | \$ -              | \$ 311,095        | \$ 513,330                   | \$ 514,303        | \$ 512,860                   | \$ 545,290                   |
| <b>TRAINING</b>   | \$ -              | \$ -              | \$ 1,498          | \$ 6,800                     | \$ 800            | \$ 6,800                     | \$ 6,800                     |
| <b>OPERATIONS</b> | \$ -              | \$ 32,625         | \$ 16,078         | \$ 4,200                     | \$ 990            | \$ 4,200                     | \$ 4,818                     |
| <b>CAPITAL</b>    | \$ -              | \$ 1,599          | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | \$ -              | \$ 34,224         | \$ 328,670        | \$ 524,330                   | \$ 516,093        | \$ 523,860                   | \$ 556,908                   |

## PERSONNEL

|                            | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|----------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b> |                    |                    |                    |                   |                              |                    |
| County Court at Law Judge  | 0                  | 1                  | 1                  | 1                 |                              | 1                  |
| Court Coordinator          | 0                  | 1                  | 1                  | 1                 |                              | 1                  |
| Court Officer              | 0                  | 1                  | 1                  | 1                 |                              | 1                  |
| Court Reporter             | 0                  | 1                  | 1                  | 1                 |                              | 1                  |
| <b>TOTAL</b>               | 0                  | 4                  | 4                  | 4                 | 0                            | 4                  |



**DEPARTMENT IMPROVEMENTS**

The County Court at Law No. 7 received funding for Peace Officer equipment. Included is a handgun, magazines, magazine carrier and a holster. Cost of this department improvement is \$618 in one-time expenditures.

The County Court at Law No. 7 received TCOLE License Certification Pay funding. TCLOE recognizes a basic, intermediate, advanced and master licenses for these positions. Certification rate includes \$80.00 monthly for advanced license. Cost of this department improvement to Collin County is \$1,111 in recurring expenditures.

# **FY 2018 Adopted Budget Summary**

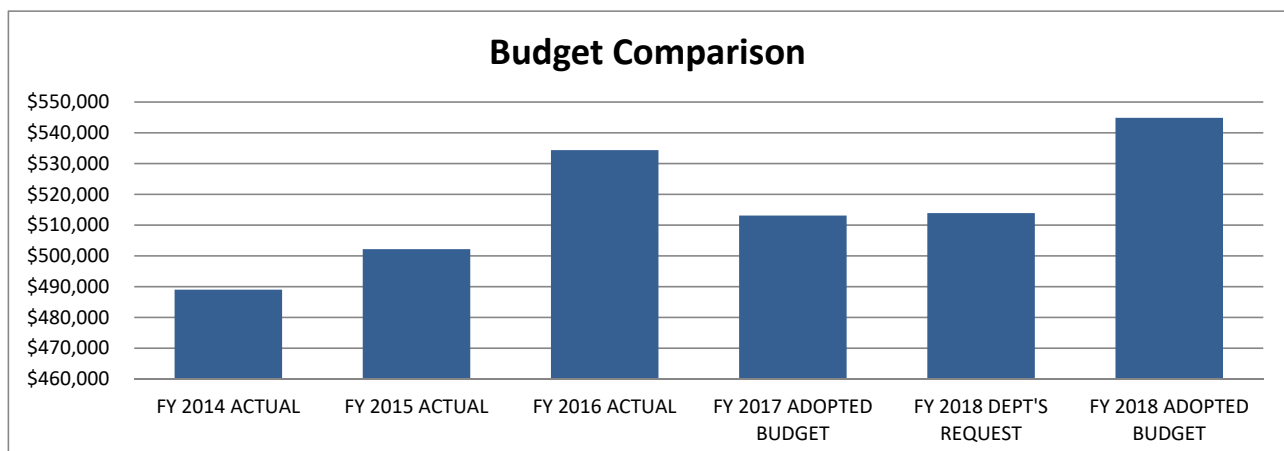
# **County Court Probate**

## **EXPENDITURES**

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 480,806        | \$ 491,628        | \$ 522,920        | \$ 501,165                   | \$ 503,755        | \$ 501,520                   | \$ 532,487                   |
| <b>TRAINING</b>   | \$ 7,008          | \$ 8,852          | \$ 7,613          | \$ 9,950                     | \$ 6,295          | \$ 9,950                     | \$ 9,950                     |
| <b>OPERATIONS</b> | \$ 1,221          | \$ 1,714          | \$ 3,827          | \$ 1,993                     | \$ 1,257          | \$ 2,438                     | \$ 2,438                     |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | <b>\$ 489,035</b> | <b>\$ 502,195</b> | <b>\$ 534,359</b> | <b>\$ 513,108</b>            | <b>\$ 511,307</b> | <b>\$ 513,908</b>            | <b>\$ 544,875</b>            |

## **PERSONNEL**

|                            | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|----------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b> |                    |                    |                    |                   |                              |                    |
| Court Coordinator          | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Investigator               | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Probate Auditor            | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Probate Judge              | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| <b>TOTAL</b>               | <b>4</b>           | <b>4</b>           | <b>4</b>           | <b>4</b>          | <b>0</b>                     | <b>4</b>           |



## PURPOSE

To conduct judicial proceedings related to decedent's estates, guardianships and mental health commitments.

## MAJOR PROGRAMS

### **PROBATE**

The probate court supervises the legal process wherein the estate of a decedent is administered by the executor or administrator of the estate. Generally, this involves collecting a decedent's assets, liquidating liabilities, paying necessary taxes, and distributing property to heirs.

| PERFORMANCE MEASURES  | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|-----------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| Probate Cases Filed   | 1,406             | 1,479             | 1,750             | 1,856             | 2,117             | 2,295               |
| Probate Hearings Held | 1,697             | 1,792             | 1,758             | 1,994             | 1,851             | 1,890               |

### **MENTAL HEALTH**

The probate court conducts judicial proceedings related to mental health commitments.

| PERFORMANCE MEASURES        | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|-----------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| Mental Health Cases Filed   | 1,086             | 1,127             | 1,319             | 1,213             | 1,867             | 2,062               |
| Mental Health Hearings Held | 1,550             | 1,639             | 1,904             | 948               | 1,400             | 1,650               |

### **GUARDIANSHIP**

The probate court conducts judicial proceedings related to guardianships.

#### **FY 2018 Goals & Objectives**

- To provide an equitable justice system that is responsive to the needs of the community.
- To oversee the administration of estates of decedents or incapacitated persons.
- To protect individual rights and the rights of incapacitated persons as part of an equitable justice system.
- To provide quality service to all citizens appearing before this court.

| PERFORMANCE MEASURES     | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|--------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| Guardianship Cases Filed | 182               | 212               | 215               | 197               | 211               | 218                 |

## DEPARTMENT IMPROVEMENTS

The County Court at Law Probate Court received additional funds for dues and subscriptions and library books. Funding needed to cover increasing costs. Cost of this department improvement to Collin County is \$315 in recurring expenditures.

The County Court at Law Probate Court received funding for a high resolution digital voice recorder. Recorder needed for capturing mental health hearings that take place at hospitals and for backup of the Court's FTR system. The Probate Court is required by the Health and Safety Code to have all temporary mental health cases on record. Cost of this department improvement to Collin County is \$130 in one-time expenditures.

The County Court at Law Probate Court received TCOLE License Certification Pay funding. TCOLE recognizes a basic, intermediate, advanced and master licenses for these positions. Certification rate includes \$125.00 monthly for master license. Cost of this department improvement to Collin County is \$1,735 in recurring expenditures.

# FY 2018 Adopted Budget Summary

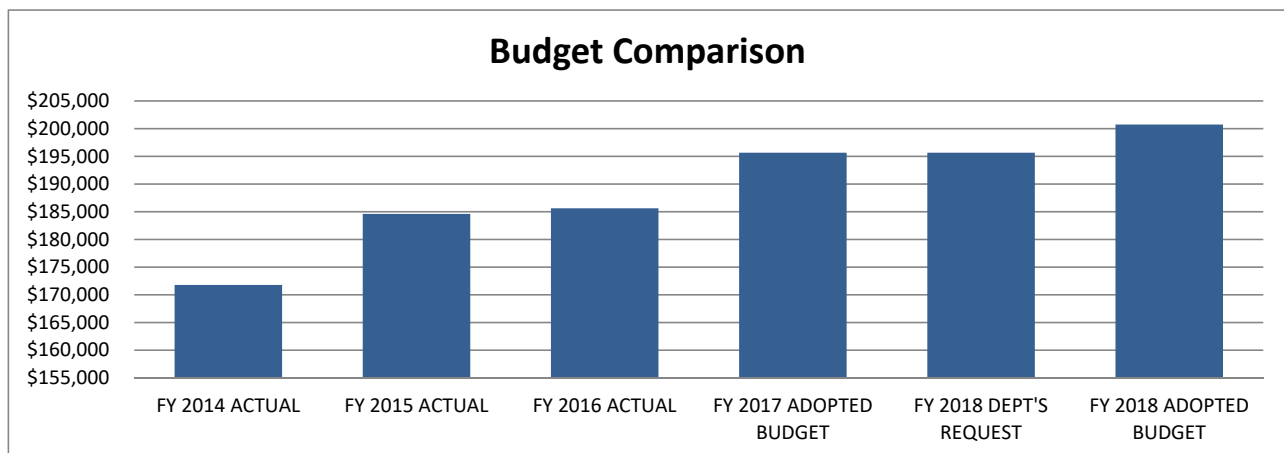
County Judge - Admin

## EXPENDITURES

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 167,943        | \$ 174,971        | \$ 177,501        | \$ 182,240                   | \$ 180,918        | \$ 182,240                   | \$ 187,323                   |
| <b>TRAINING</b>   | \$ 3,800          | \$ 9,347          | \$ 7,623          | \$ 12,500                    | \$ 6,076          | \$ 12,500                    | \$ 12,500                    |
| <b>OPERATIONS</b> | \$ 43             | \$ 296            | \$ 504            | \$ 918                       | \$ 250            | \$ 918                       | \$ 918                       |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | \$ 171,785        | \$ 184,615        | \$ 185,628        | \$ 195,658                   | \$ 187,244        | \$ 195,658                   | \$ 200,741                   |

## PERSONNEL

|                            | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|----------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b> |                    |                    |                    |                   |                              |                    |
| County Judge               | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| <b>TOTAL</b>               | 1                  | 1                  | 1                  | 1                 | 0                            | 1                  |



**PURPOSE**

To carry out the local laws, policies, and services as determined by County, State, and Federal governments for the good of all and the betterment of the daily lives of all citizens in a fair and equitable manner.

**FY 2018 Goals & Objectives**

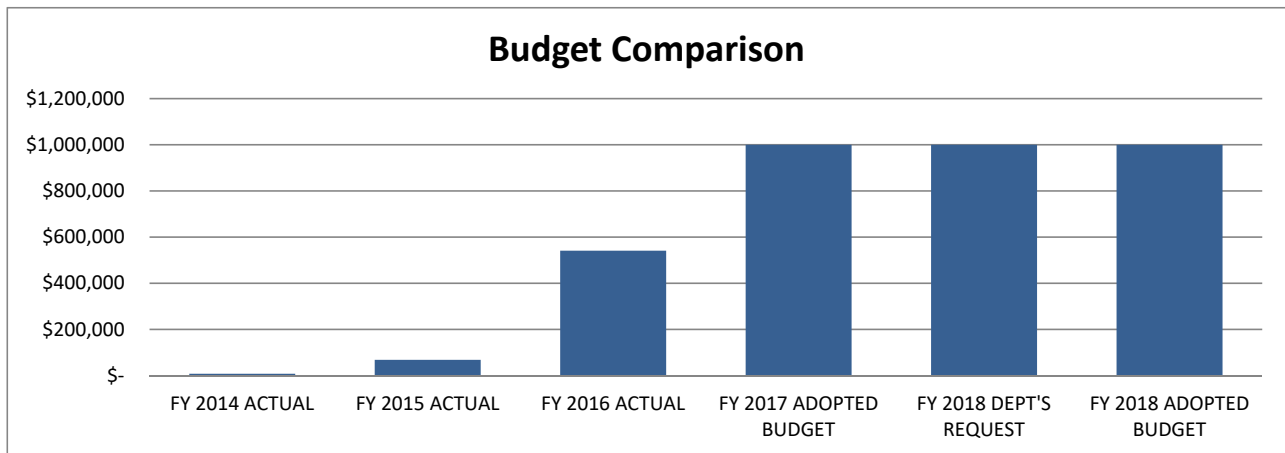
- To provide quality public services in a cost-effective manner.
- To maintain, promote and improve transportation systems for Collin County.
- To support the fair and efficient administration of justice.
- To promote and protect public health through the county.
- To continue the development of technology that enhances operations.

## FY 2018 Adopted Budget Summary

## Court Appointed Prosecutor

### EXPENDITURES

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TRAINING</b>   | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>OPERATIONS</b> | \$ 7,824          | \$ 68,358         | \$ 541,205        | \$ 1,000,000                 | \$ 346,676        | \$ 1,000,000                 | \$ 1,000,000                 |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | \$ 7,824          | \$ 68,358         | \$ 541,205        | \$ 1,000,000                 | \$ 346,676        | \$ 1,000,000                 | \$ 1,000,000                 |

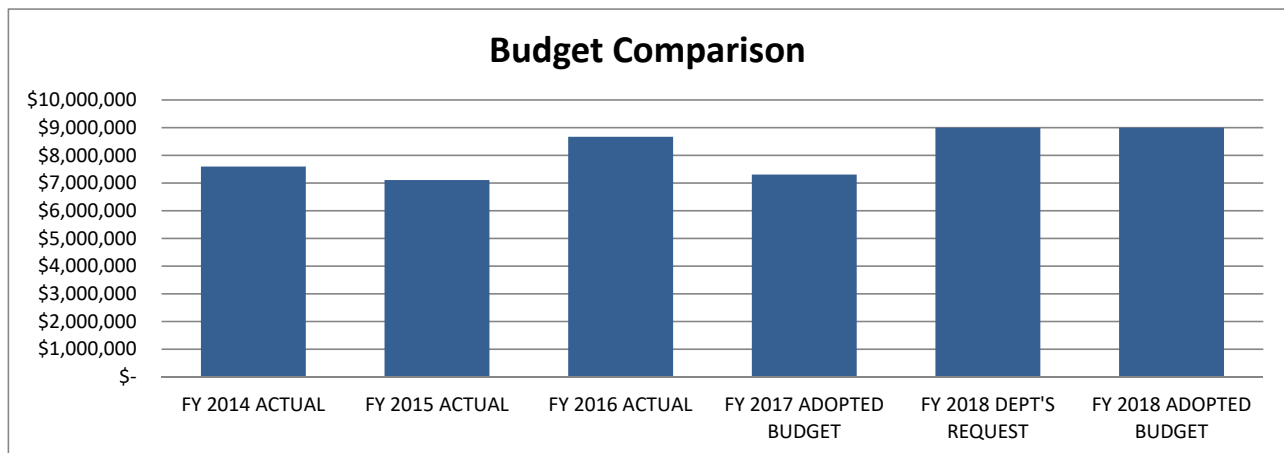


# **FY 2018 Adopted Budget Summary**

# **Court Appointed Representation**

## **EXPENDITURES**

|                   | <b>FY 2014<br/>ACTUAL</b> | <b>FY 2015<br/>ACTUAL</b> | <b>FY 2016<br/>ACTUAL</b> | <b>FY 2017<br/>ADOPTED<br/>BUDGET</b> | <b>FY 2017<br/>ACTUAL</b> | <b>FY 2018<br/>DEPT'S<br/>REQUEST</b> | <b>FY 2018<br/>ADOPTED<br/>BUDGET</b> |
|-------------------|---------------------------|---------------------------|---------------------------|---------------------------------------|---------------------------|---------------------------------------|---------------------------------------|
| <b>SALARIES</b>   | \$ -                      | \$ -                      | \$ -                      | \$ -                                  | \$ -                      | \$ -                                  | \$ -                                  |
| <b>TRAINING</b>   | \$ -                      | \$ -                      | \$ -                      | \$ -                                  | \$ -                      | \$ -                                  | \$ -                                  |
| <b>OPERATIONS</b> | \$ 7,595,448              | \$ 7,109,616              | \$ 8,669,750              | \$ 7,307,295                          | \$ 8,633,423              | \$ 9,000,000                          | \$ 9,000,000                          |
| <b>CAPITAL</b>    | \$ -                      | \$ -                      | \$ -                      | \$ -                                  | \$ -                      | \$ -                                  | \$ -                                  |
| <b>TOTAL</b>      | <b>\$ 7,595,448</b>       | <b>\$ 7,109,616</b>       | <b>\$ 8,669,750</b>       | <b>\$ 7,307,295</b>                   | <b>\$ 8,633,423</b>       | <b>\$ 9,000,000</b>                   | <b>\$ 9,000,000</b>                   |



# **FY 2018 Adopted Budget Summary**

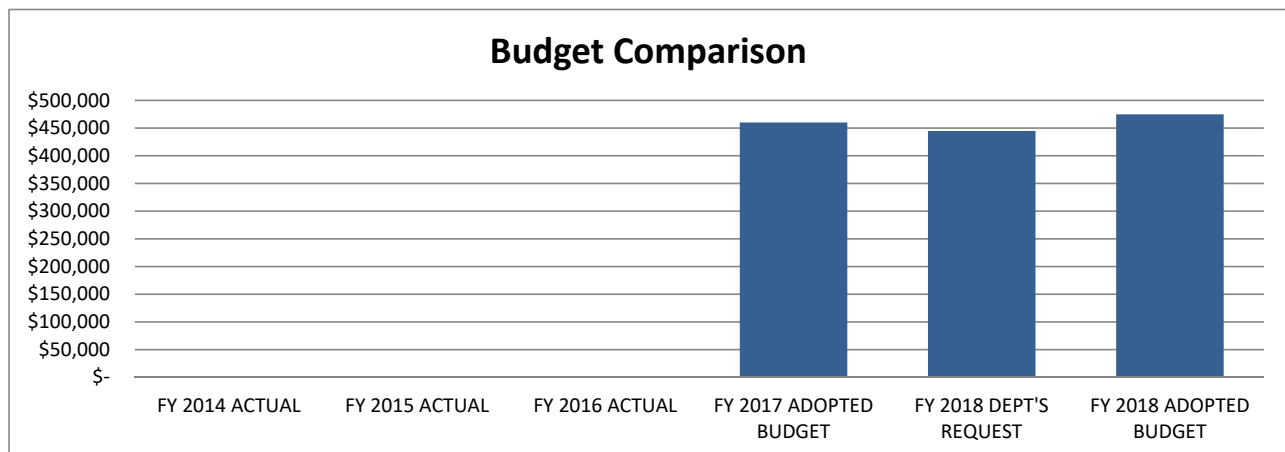
**Court Appt Representation - Ind Def Coord**

## **EXPENDITURES**

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ -              | \$ -              | \$ -              | \$ 423,048                   | \$ 412,931        | \$ 423,862                   | \$ 453,846                   |
| <b>TRAINING</b>   | \$ -              | \$ -              | \$ -              | \$ 11,100                    | \$ 6,240          | \$ 11,100                    | \$ 11,100                    |
| <b>OPERATIONS</b> | \$ -              | \$ -              | \$ -              | \$ 20,860                    | \$ 22,071         | \$ 9,850                     | \$ 9,850                     |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ 5,000                     | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | \$ -              | \$ -              | \$ -              | \$ 460,008                   | \$ 441,242        | \$ 444,812                   | \$ 474,796                   |

## **PERSONNEL**

|                                 | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|---------------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b>      |                    |                    |                    |                   |                              |                    |
| Case Coordinator                | 0                  | 0                  | 1                  | 1                 |                              | 1                  |
| Chief MHMC Attorney             | 0                  | 0                  | 1                  | 1                 |                              | 1                  |
| Indigent Eligibility Specialist | 0                  | 0                  | 1                  | 1                 |                              | 1                  |
| Legal Clerk I                   | 0                  | 0                  | 2                  | 2                 |                              | 2                  |
| Secretary                       | 0                  | 0                  | 1                  | 1                 |                              | 1                  |
|                                 | 0                  | 0                  | 6                  | 6                 | 0                            | 6                  |



**PURPOSE**

The MHMC office mission is to seek systemic solutions to get and keep mentally ill defendants out of the criminal justice system. The program works to improve the quality of representation to indigent defendants with mental illness, streamline coordination of defendant competency restoration or stabilization and coordinate case managers to assist attorneys through mental health case management, mitigation strategy assistance and defense advocacy. The Department is responsible for ensuring any individual, who has been arrested is provided the opportunity to apply for a court appointed attorney. Individuals who meet qualifications of indigency will be appointed counsel under the Texas Fair Defense Act of 2001.

**MAJOR PROGRAMS**

MHMC-Appointment of counsel and case management services for inmates with MH issues.

Indigent Defense Attorney Appointments-Legal and formal process provided to all eligible persons arrested in Collin County appointed counsel. Monitoring and maintaining appointment wheels and determinations of indigency on other qualifying matters.

**FY 2018 Goals & Objectives**

- To improve the quality of representation to indigent defendants with mental illness.
- Streamline coordination of defendant competency restoration or stabilization.
- Coordinate Case Managers to assist attorneys through mental health case management, mitigation strategy assistance and defense advocacy.
- To support the Courts by determining eligibility and appointing attorneys.
- To manage attorney wheels and verify attorney eligibility for inclusion.

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**DEPARTMENT IMPROVEMENTS**

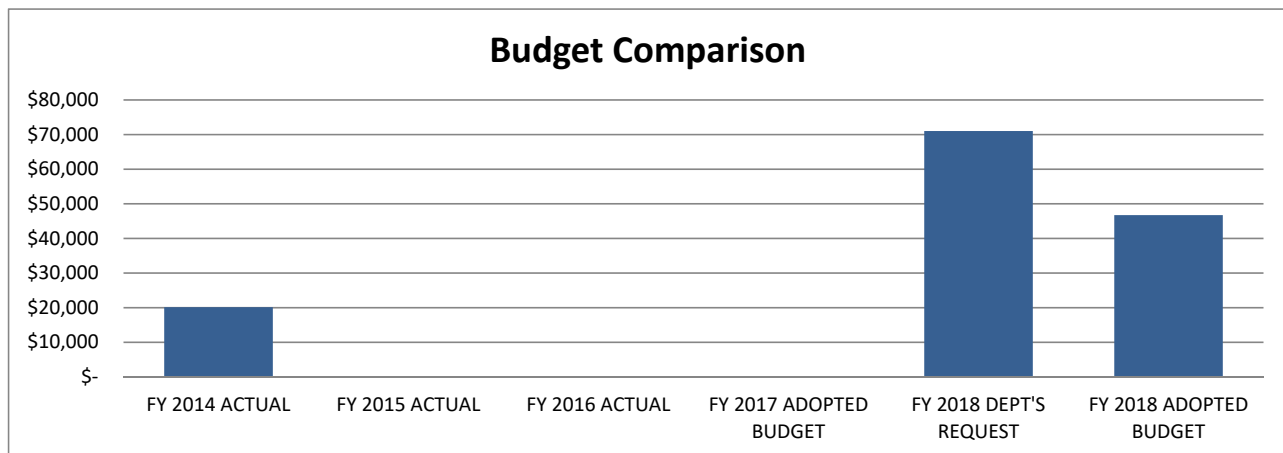
The Court Appointed Representation-Indigent Defense Coordinator received funds for case management software. The software will help track, manage and handle caseloads and assignments. Cost of this department improvement to Collin County is \$5,000 in recurring expenditures.

# **FY 2018 Adopted Budget Summary**

**CSCD- County Funded**

## **EXPENDITURES**

|                   | <b>FY 2014<br/>ACTUAL</b> | <b>FY 2015<br/>ACTUAL</b> | <b>FY 2016<br/>ACTUAL</b> | <b>FY 2017<br/>ADOPTED<br/>BUDGET</b> | <b>FY 2017<br/>ACTUAL</b> | <b>FY 2018<br/>DEPT'S<br/>REQUEST</b> | <b>FY 2018<br/>ADOPTED<br/>BUDGET</b> |
|-------------------|---------------------------|---------------------------|---------------------------|---------------------------------------|---------------------------|---------------------------------------|---------------------------------------|
| <b>SALARIES</b>   | \$ -                      | \$ -                      | \$ -                      | \$ -                                  | \$ -                      | \$ -                                  | \$ -                                  |
| <b>TRAINING</b>   | \$ -                      | \$ -                      | \$ -                      | \$ -                                  | \$ -                      | \$ -                                  | \$ -                                  |
| <b>OPERATIONS</b> | \$ 20,144                 | \$ -                      | \$ -                      | \$ -                                  | \$ -                      | \$ 23,040                             | \$ 16,740                             |
| <b>CAPITAL</b>    | \$ -                      | \$ -                      | \$ -                      | \$ -                                  | \$ -                      | \$ 48,000                             | \$ 30,000                             |
| <b>TOTAL</b>      | \$ 20,144                 | \$ -                      | \$ -                      | \$ -                                  | \$ -                      | \$ 71,040                             | \$ 46,740                             |



## FY 2018 Adopted Budget Summary

## Development Services

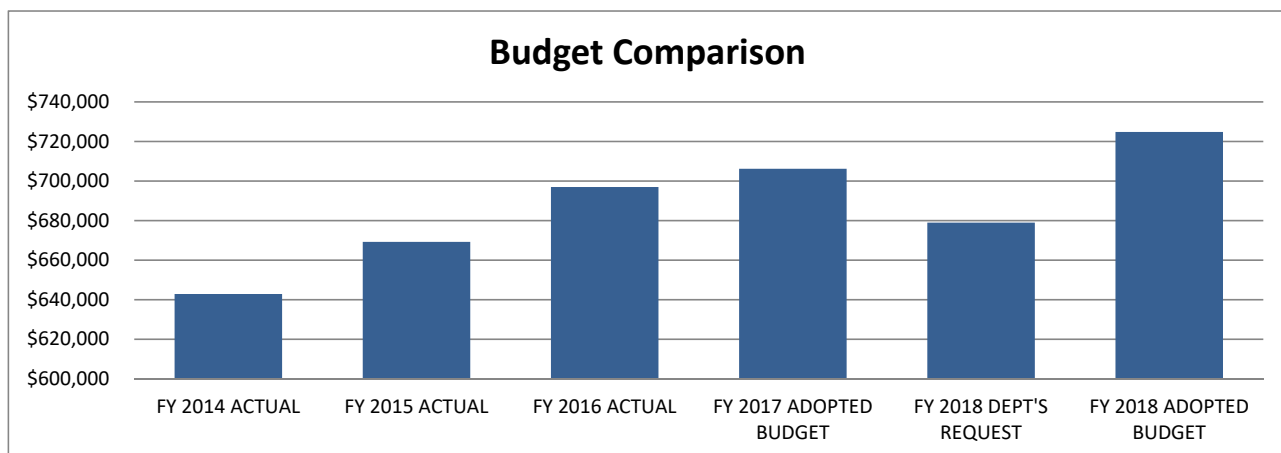
### EXPENDITURES

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 635,598        | \$ 661,123        | \$ 684,920        | \$ 685,626                   | \$ 654,612        | \$ 658,646                   | \$ 704,505                   |
| <b>TRAINING</b>   | \$ 2,007          | \$ 3,066          | \$ 4,081          | \$ 10,175                    | \$ 4,630          | \$ 10,175                    | \$ 10,175                    |
| <b>OPERATIONS</b> | \$ 5,280          | \$ 5,068          | \$ 7,995          | \$ 10,390                    | \$ 5,836          | \$ 10,140                    | \$ 10,140                    |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | <b>\$ 642,884</b> | <b>\$ 669,257</b> | <b>\$ 696,995</b> | <b>\$ 706,191</b>            | <b>\$ 665,078</b> | <b>\$ 678,961</b>            | <b>\$ 724,820</b>            |

\*Moved to GF FY 2013

### PERSONNEL

|                                 | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|---------------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b>      |                    |                    |                    |                   |                              |                    |
| Administrative Secretary        | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Development Services<br>Manager | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Inspector                       | 4                  | 4                  | 4                  | 4                 |                              | 4                  |
| Support Tech I                  | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Support Tech II                 | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| <b>PART-TIME POSITIONS</b>      |                    |                    |                    |                   |                              |                    |
| Inspector                       | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| <b>TOTAL</b>                    | <b>9</b>           | <b>9</b>           | <b>9</b>           | <b>9</b>          | <b>0</b>                     | <b>9</b>           |



**PURPOSE**

To protect and preserve the health and safety of our citizens and our environment by ensuring water quality through permitting and regulation of On-Site Sewage Facilities, investigations, environmental consultation and enforcing local laws and policies as determined by the County, State, and Federal governments.

**MAJOR PROGRAMS****ADMINISTRATION**

Keep department records maintained, personnel records, answer telephones, assist citizens, purchase supplies, requisitions, process payroll, maintain time collection system, travel arrangements, TCEQ reports. Maintains a periodic review and request amendment to existing Court Order for Collin County's On-Site Sewage Facility Program with TCEQ.

**BUILDING INSPECTIONS**

Verify that all individuals performing electrical and plumbing work on structures in jurisdiction are appropriately licensed and that all electrical, plumbing and structural work performed meets the currently adopted codes to protect the health, safety, and property of citizens.

**FY 2018 Goals & Objectives**

- Complete all building inspections within 25 working days from the date the request was made 90% of the time.
- To resolve 50% of outstanding permits by September 30 of each fiscal year.

| PERFORMANCE MEASURES                                                      | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|---------------------------------------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| # of Residential Inspections Requested                                    | 166               | 298               | 237               | 172               | 166               | 150                 |
| # of Residential Inspections Completed                                    | 166               | 298               | 237               | 172               | 166               | 150                 |
| # of Residential Inspections Completed w/in<br>25 Working Days of Request | 166               | 298               | 237               | 172               | 166               | 150                 |
| % of Residential Inspections Completed w/in<br>25 Working Days of Request | 100%              | 100%              | 100%              | 100%              | 100%              | 100%                |
| # of Commercial Inspections Requested                                     | 71                | 34                | 432               | 114               | 296               | 200                 |
| # of Commercial Inspections Completed                                     | 71                | 34                | 432               | 114               | 296               | 200                 |
| # of Commercial Inspections Completed w/in<br>25 Working Days of Request  | 71                | 34                | 432               | 114               | 296               | 200                 |
| % of Commercial Inspections Completed w/in<br>25 Working Days of Request  | 100%              | 100%              | 100%              | 100%              | 100%              | 100%                |
| # of Outstanding Permits                                                  | 83                | 192               | 116               | 186               | 250               | 250                 |
| # of Outstanding Permits Resolved By Year<br>End                          | 83                | 178               | 98                | 102               | 176               | 150                 |

**ENVIRONMENTAL HEALTH**

Permit and inspect all food establishments, schools, day care centers, nursing homes and public swimming pools to verify compliance with all applicable health and safety codes. Respond to and work to abate all West Nile Virus, and or mosquito complaints, food-borne illness, communicable disease, environmental contamination, and other environmental health complaints. Review applications for Mass Gatherings and inspect gathering location for compliance throughout event.

**FY 2018 Goals & Objectives**

- Immediately abate environmental or public health threats by responding to severe environmental threats within 1 working day of receipt and non-critical environmental threats within 2 working days of receipt 90% of the time.

## FY 2018 Adopted Budget Summary

## Development Services

### ENVIRONMENTAL HEALTH CONTINUED

#### FY 2018 Goals & Objectives

- Determine 3-strategic, static locations in our area of jurisdiction to trap mosquitoes 10-times throughout the season in order to determine the presence of West Nile Virus positive mosquito pools and initiate treatment before infection occurs.
- To perform trapping in 8% of suspect areas surrounding human or equine confirmed cases (that we are notified of) West Nile Virus in an attempt to determine the source.

| PERFORMANCE MEASURES                                                             | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|----------------------------------------------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| # of Severe Environmental Threats Reported                                       | 18                | 25                | 38                | 23                | 32                | 30                  |
| # of Severe Environmental Threat Inspections Completed                           | 18                | 25                | 38                | 23                | 32                | 30                  |
| # of Severe Environmental Threat Inspections Completed w/in 1 Working Day        | 18                | 25                | 38                | 23                | 32                | 30                  |
| % of Severe Environmental Threat Inspections Completed w/in 1 Working Day        | 100%              | 100%              | 100%              | 100%              | 100%              | 100%                |
| # of Non-Critical Environmental Threats Reported                                 | 9                 | 6                 | 4                 | 70                | 19                | 20                  |
| # of Non-Critical Environmental Threat Inspections Completed                     | 9                 | 6                 | 4                 | 70                | 19                | 20                  |
| # of Non-Critical Environmental Threat Inspections Completed w/in 2 Working Days | 9                 | 6                 | 4                 | 70                | 19                | 20                  |
| % of Non-Critical Environmental Threat Inspections Completed w/in 2 Working Days | 100%              | 100%              | 100%              | 100%              | 100%              | 100%                |
| # of Mosquito Trapping Locations                                                 | 22                | 23                | 23                | 23                | 23                | 23                  |
| # of Mosquito Trappings Performed                                                | 227               | 174               | 96                | 80                | 164               | 120                 |

### ON-SITE SEWAGE FACILITY (OSSF)

Permit and inspect all On-Site Sewage Facility (OSSF) installations, alterations, repairs; investigate and work to abate all OSSF complaints; track all required OSSF maintenance and contractual obligations.

#### FY 2018 Goals & Objectives

- Complete all On-Site Sewage Facility Inspections within 10 working days from the date the inspection was requested 90% of the time.
- Investigate 60% of all On-Site Sewage Facility related complaints reported within 15 days of receipt and the remaining 40% within 30 days of receipt.

| PERFORMANCE MEASURES                            | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|-------------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| # of Inspections Requested                      | 799               | 767               | 838               | 1,050             | 1,608             | 1,500               |
| # of Inspections Completed                      | 799               | 767               | 838               | 1,050             | 1,608             | 1,500               |
| # of Inspections Completed w/in 10 Working Days | 799               | 767               | 838               | 1,050             | 1,608             | 1,500               |
| % of Inspections Completed w/in 10 Working Days | 100%              | 100%              | 100%              | 100%              | 100%              | 100%                |
| # of Complaints Reported                        | 79                | 163               | 186               | 138               | 278               | 250                 |
| # of Complaints Investigated                    | 79                | 163               | 186               | 138               | 278               | 250                 |

## FY 2018 Adopted Budget Summary

## Development Services

### ON-SITE SEWAGE FACILITY (OSSF) CONTINUED

| PERFORMANCE MEASURES                                 | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|------------------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| # of Complaints Investigated w/in 15 Days of Receipt | 79                | 163               | 186               | 138               | 278               | 250                 |
| % of Complaints Investigated w/in 15 Days of Receipt | 100%              | 100%              | 100%              | 100%              | 100%              | 100%                |
| # of Complaints Investigated w/in 30 Days of Receipt | 0                 | 0                 | 0                 | 0                 | 0                 | 0                   |
| % of Complaints Investigated w/in 30 Days of Receipt | 0%                | 0%                | 0%                | 0%                | 0%                | 0%                  |

### PERMITTING

Input, Review for compliance with County Reps and State Laws; issue all permits (electrical, plumbing, health, OSSF); verify all required licenses, track changes and re-inspections, schedule, print and result all inspection requests, update and maintain permit files; issue licenses to operate OSSF.

#### FY 2018 Goals & Objectives

- Issue permits or written notice of deficiencies in the application materials within 25 working days of receipt of administratively complete application 80% of the time.

| PERFORMANCE MEASURES                                | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|-----------------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| # of Permits Requested                              | 1,147             | 714               | 1,796             | 2,784             | 2,591             | 2,500               |
| # of Permits Issued                                 | 1,125             | 714               | 1,796             | 2,784             | 2,591             | 2,500               |
| # of Permits Issued w/in 25 Working Days            | 1,125             | 714               | 1,796             | 2,784             | 2,591             | 2,500               |
| % of Permits Issued w/in 25 Working Days of Request | 98%               | 100%              | 100%              | 100%              | 100%              | 100%                |

### DEPARTMENT IMPROVEMENTS

Development Services received funding for contract labor. The department is required by law to have a licensed plumbing inspector to conduct all plumbing inspections. Cost of this department improvement to Collin County is \$2,300 in recurring expenditures.

Development Services received funding for a MiFi. The addition of the MiFi will allow the inspector to result and post comments and recommendations on the report after each inspection giving the inspector more time to concentrate on returning calls and emails when returning to the office. Cost of this department improvement to Collin County is \$480 in recurring expenditures.

# **FY 2018 Adopted Budget Summary**

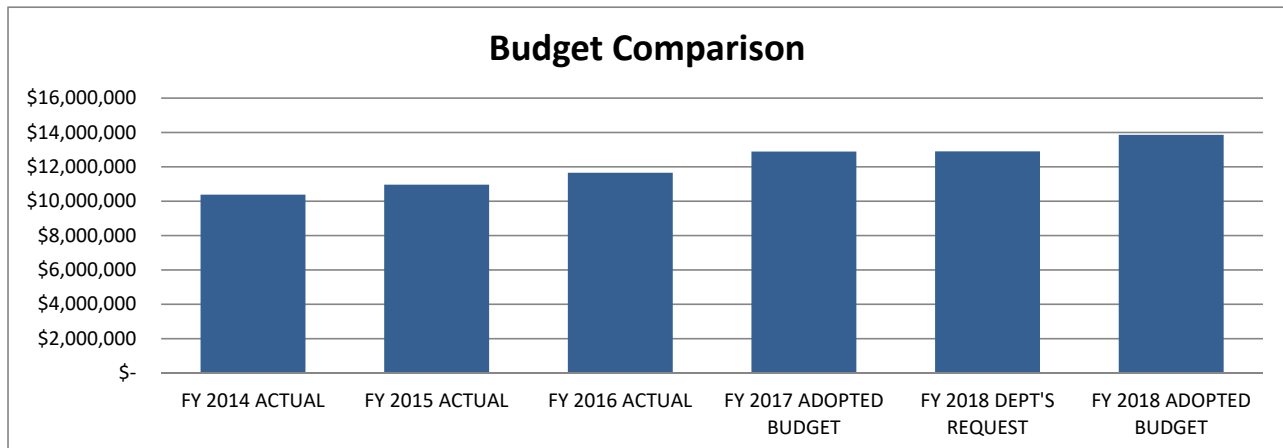
# **District Attorney**

## **EXPENDITURES**

|                   | <b>FY 2014<br/>ACTUAL</b> | <b>FY 2015<br/>ACTUAL</b> | <b>FY 2016<br/>ACTUAL</b> | <b>FY 2017<br/>ADOPTED<br/>BUDGET</b> | <b>FY 2017<br/>ACTUAL</b> | <b>FY 2018<br/>DEPT'S<br/>REQUEST</b> | <b>FY 2018<br/>ADOPTED<br/>BUDGET</b> |
|-------------------|---------------------------|---------------------------|---------------------------|---------------------------------------|---------------------------|---------------------------------------|---------------------------------------|
| <b>SALARIES</b>   | \$ 10,031,391             | \$ 10,574,282             | \$ 11,338,646             | \$ 12,462,420                         | \$ 11,986,184             | \$ 12,442,556                         | \$ 13,414,222                         |
| <b>TRAINING</b>   | \$ 54,549                 | \$ 55,020                 | \$ 62,517                 | \$ 63,600                             | \$ 62,900                 | \$ 89,500                             | \$ 89,500                             |
| <b>OPERATIONS</b> | \$ 294,350                | \$ 332,908                | \$ 253,833                | \$ 365,600                            | \$ 337,856                | \$ 356,841                            | \$ 347,123                            |
| <b>CAPITAL</b>    | \$ -                      | \$ -                      | \$ -                      | \$ -                                  | \$ -                      | \$ 12,000                             | \$ 12,000                             |
| <b>TOTAL</b>      | <b>\$ 10,380,290</b>      | <b>\$ 10,962,210</b>      | <b>\$ 11,654,995</b>      | <b>\$ 12,891,620</b>                  | <b>\$ 12,386,940</b>      | <b>\$ 12,900,897</b>                  | <b>\$ 13,862,845</b>                  |

## **PERSONNEL**

|                                     | <b>FY 2015<br/>ADOPTED</b> | <b>FY 2016<br/>ADOPTED</b> | <b>FY 2017<br/>ADOPTED</b> | <b>FY 2017<br/>ACTUAL</b> | <b>FY 2018<br/>DEPT'S<br/>REQUEST</b> | <b>FY 2018<br/>ADOPTED</b> |
|-------------------------------------|----------------------------|----------------------------|----------------------------|---------------------------|---------------------------------------|----------------------------|
| <b>FULL-TIME POSITIONS</b>          |                            |                            |                            |                           |                                       |                            |
| 1st Asst District Attorney          | 1                          | 1                          | 1                          | 1                         |                                       | 1                          |
| 2nd Asst District Attorney          | 1                          | 1                          | 1                          | 1                         |                                       | 1                          |
| Administrative Manager              | 1                          | 1                          | 1                          | 1                         |                                       | 1                          |
| Administrative Secretary            | 1                          | 1                          | 1                          | 1                         |                                       | 1                          |
| Chief Appellate Attorney            | 1                          | 1                          | 1                          | 1                         |                                       | 1                          |
| Chief Criminal Investigator         | 1                          | 1                          | 1                          | 1                         |                                       | 1                          |
| Chief Felony Prosecutor             | 7                          | 7                          | 9                          | 9                         | 1                                     | 10                         |
| Chief Misd Prosecutor               | 7                          | 8                          | 8                          | 8                         |                                       | 8                          |
| Deputy Chief Investigator           | 1                          | 1                          | 1                          | 1                         |                                       | 1                          |
| District Attorney                   | 1                          | 1                          | 1                          | 1                         |                                       | 1                          |
| Felony Appellate Attorney           | 3                          | 3                          | 3                          | 3                         |                                       | 3                          |
| Felony Investigator                 | 16                         | 16                         | 16                         | 16                        |                                       | 16                         |
| Felony Prosecutor                   | 28                         | 28                         | 28                         | 28                        |                                       | 28                         |
| Functional Analyst                  | 1                          | 1                          | 1                          | 1                         |                                       | 1                          |
| Information Clerk /<br>Receptionist | 1                          | 1                          | 1                          | 1                         |                                       | 1                          |
| Legal Secretary I                   | 5                          | 5                          | 5                          | 5                         |                                       | 5                          |
| Legal Secretary II                  | 22                         | 23                         | 23                         | 23                        |                                       | 23                         |
| Misdemeanor Investigator            | 6                          | 7                          | 7                          | 7                         |                                       | 7                          |
| Misdemeanor Prosecutor              | 10                         | 12                         | 12                         | 12                        |                                       | 12                         |
| Secretary                           | 3                          | 3                          | 3                          | 3                         |                                       | 3                          |
| Victim Assistance Coord             | 1                          | 1                          | 3                          | 3                         |                                       | 3                          |
| <b>PART-TIME POSITIONS</b>          |                            |                            |                            |                           |                                       |                            |
| Chief Felony Prosecutor             | 1                          | 1                          | 0                          | 0                         |                                       | 0                          |
| <b>TOTAL</b>                        | <b>123</b>                 | <b>128</b>                 | <b>131</b>                 | <b>131</b>                | <b>1</b>                              | <b>132</b>                 |



**PURPOSE**

The Criminal District Attorney's mission is to pursue justice and protect the community. The Criminal District Attorney ("District Attorney") and his assistant district attorneys represent the State of Texas in almost all state criminal prosecutions in Collin County. They exercise that authority and discharge those responsibilities granted to the District Attorney by Texas law (including the Constitution of the State of Texas, Texas Code of Criminal Procedure, Texas Penal Code, and various other codes). As an administrator of justice and advocate for the rule of law, the District Attorney employs those of the highest integrity, skill, and courage. All staff members are committed to accomplishing the mission of the District Attorney through professional excellence, fairness to the accused, compassion and respect for victims and witnesses, and respect for the court and opposing counsel.

**MAJOR PROGRAMS**

To more effectively pursue justice and protect the community, the District Attorney has organized the office into separate divisions. The divisions reflect the varying nature of cases filed with the District Attorney by law enforcement agencies. The criminal divisions are Felony Trial, Misdemeanor Trial, Crimes Against Children, Grand Jury/Intake, Family Justice, Appellate, and Victims Assistance. Other specialized areas include the Special Prosecution Unit and the Domestic Violence Unit. The District Attorney has two divisions with responsibility in civil cases: the Civil Division (for Public Information Act requests, Bond Forfeiture cases, Asset Forfeiture cases, and Mental Commitment cases) and the Family Justice Division (for Juvenile cases and Adult/Child Protective Services cases).

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**FELONY TRIAL DIVISION**

The Felony Trial Division includes 3 Felony Chief Prosecutors and 11 Felony Prosecutors. They work in seven of the district courts in Collin County. They are responsible for all felony cases in these courts except those cases assigned to Crimes Against Children, Special Prosecution, and Domestic Violence. Examples of Felony Trial Division cases include: felony DWI, drug possession, manufacture and distribution, burglary, felony theft, sexual and aggravated sexual assault, aggravated assault, murder, and capital murder cases.

**FY 2018 Goals & Objectives**

- Review and Evaluate all cases which have been indicted and assigned to the various district courts. Contact victims, determine restitution, when appropriate, and make plea bargain recommendations. Respond to discovery, prepare cases for trial, and demonstrate effective trial advocacy skills.
- Emphasize and direct resources to prioritize the prosecution of criminals who present the greatest danger to the community. Attempt a net reduction in apprehended cases while still pursuing justice and protecting the community.

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**SPECIAL PROSECUTION UNIT ("SPU")**

The SPU includes, 1 Felony Chief Prosecutor and 1 Felony Prosecutor. The SPU prosecutors serve as a liaison to and give assistance to law enforcement agencies with criminal cases under investigation. The SPU prosecutors assist law enforcement agencies with case evaluation, warrants and training. The SPU prosecutors also handle the evaluation and Grand Jury presentation of certain types of cases including: officer-involved shootings, homicide, impact offenders, gang, and high profile cases. The SPU prosecutes some of these cases after indictment and some cases are handled by other divisions.

**FY 2018 Goals & Objectives**

- Assist law enforcement agencies with training, case evaluation, and warrant issues.
- Review and evaluate cases filed or referred by law enforcement agencies to our office that involve: officer involved shootings, homicide, impact offenders, gang, or are considered high profile. Present appropriate cases to the Grand Jury. Contact victims and determine restitution issues. For cases assigned to the SPU after indictment, make plea bargain recommendations, respond to discovery, prepare cases for trial, and demonstrate effective trial advocacy skills.

## FY 2018 Adopted Budget Summary

## District Attorney

### SPECIAL PROSECUTION UNIT CONTINUED

#### FY 2018 Goals & Objectives

- Emphasize and direct resources to prioritize the prosecution of criminals who present the greatest danger to the community. Attempt a net reduction in apprehended cases while still pursuing justice and protecting the community.

| Combined Felony - All Divisions/Units<br>PERFORMANCE MEASURES | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|---------------------------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| Indictments & Revocations Filed                               | 4,335             | 4,371             | 4,777             | 5,496             | 5,827             | 6,193               |
| Indictments & Revocations Disposed                            | 4,243             | 4,398             | 4,220             | 5,067             | 5,773             | 5,858               |

### MISDEMEANOR TRIAL DIVISION

The Misdemeanor Trial Division includes: 1 Chief Felony Prosecutor, 7 Misdemeanor Chief Prosecutors and 10 Misdemeanor Prosecutors. They work in the seven county courts at law and justice courts in Collin County. There is also 1 Misdemeanor Prosecutor assigned to handle the agreed pleas of guilt that are processed through the auxiliary court. They are responsible for all Class A and B misdemeanor offenses that are filed by information in Collin County. Class "A" and "B" misdemeanors are those for which jail time is part of the range of punishment. In addition, they prosecute all Class C offenses ("fine only" offenses like traffic tickets and ordinance violations) that are appealed to the county courts at law. The Misdemeanor Prosecutors also travel to the five justice courts in Collin County to prosecute the Class C misdemeanor cases that get set for court hearings and trial. On occasion, a Misdemeanor Chief Prosecutor will receive felony training and assist in a felony prosecution.

#### FY 2018 Goals & Objectives

- Review and Evaluate all cases which have been filed and assigned to the various county courts at law. Contact victims, determine restitution, when appropriate, and make plea bargain recommendations. Respond to discovery, prepare cases for trial, and demonstrate effective trial advocacy skills.
- Emphasize and direct resources to prioritize the prosecution of criminals who present the greatest danger to the community. Attempt a net reduction in apprehended cases while still pursuing justice and protecting the community.

| Combined Misd. - All Divisions/Units<br>PERFORMANCE MEASURES | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|--------------------------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| Informations, Revos & JP Appeals Filed                       | 9,737             | 10,523            | 9,578             | 10,900            | 10,484            | 10,805              |
| Informations, Revos & JP Appeals Disposed                    | 9,709             | 10,126            | 9,817             | 10,460            | 10,259            | 10,504              |

### THE CRIMES AGAINST CHILDREN DIVISION ("CAC")

The CAC Division includes 1 Felony Chief Prosecutor and 5 Felony Prosecutors. They work in seven of the district courts in Collin County. The CAC Division prosecutes crimes committed against children who were abused at a young age, typically under 14 years of age. These cases involve laws and issues that are unique to child victim cases. The District Attorney is deeply devoted to pursuing justice for these especially vulnerable victims and also to protect the community from further harm. This division engages in "vertical prosecution," where prosecutors are assigned to cases during the investigation at the Children's Advocacy Center and the same prosecutor continues to handle the case through disposition. Early engagement by the prosecutor establishes a trusting relationship with a child victim, helps to minimize the trauma to a child victim, and helps achieve a just result.

#### FY 2018 Goals & Objectives

- Conduct the prosecution of CAC cases using a vertical prosecution model. Work closely with the detectives of the law enforcement agencies to aid and strategize in the ongoing investigations into these crimes.
- Review and Evaluate all cases which have been filed by law enforcement agencies and prepare and present appropriate cases to the Grand Jury. Contact victims, determine restitution, when appropriate, and make plea bargain recommendations. Respond to discovery, prepare cases for trial, and demonstrate effective trial advocacy skills.

## FY 2018 Adopted Budget Summary

## District Attorney

### THE CRIMES AGAINST CHILDREN DIVISION CONTINUED

#### FY 2018 Goals & Objectives

- Emphasize and direct resources to prioritize the prosecution of criminals who present the greatest danger to the community, while minimizing the trauma to child victims. Attempt a net reduction in apprehended cases while still pursuing justice and protecting the community.

| PERFORMANCE MEASURES               | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| Indictments & Revocations Filed    | 129               | 141               | 146               | 125               | 167               | 159                 |
| Indictments & Revocations Disposed | 137               | 125               | 142               | 127               | 147               | 142                 |
| Cases Pending at Fiscal Year End   | 139               | 161               | 163               | 151               | 160               | 164                 |

*\*CAC numbers are reported as part of Felony Trial & Grand Jury Stats.*

### GRAND JURY AND INTAKE DIVISION

The Grand Jury Division includes 1 Felony Chief Prosecutors and 3 Felony Prosecutors. This Division receives almost all of the cases that are filed with our office from the law enforcement agencies within Collin County. The prosecutors review each case to make sure there is sufficient evidence to proceed with prosecution. If this standard is met, misdemeanor cases are directly filed with the Collin County Clerk and from there assigned to a court. Felony cases are presented to the Grand Jury for review. The Grand Jury hears evidence presented by the Grand Jury prosecutors and witnesses and then votes in secret to decide if a case should be indicted. Indicted cases are filed by the Collin County District Clerk into one of seven district courts.

#### FY 2018 Goals & Objectives

- Process, review, and evaluate all felony cases filed with the Grand Jury Division. Return cases to law enforcement agencies if more information is needed. Present cases to the Grand Jury.
- Process, review, and evaluate all misdemeanor cases filed with the Grand Jury Division in a timely and just manner. Prepare and file cases that possess sufficient evidence for prosecution in the county courts at law.

| PERFORMANCE MEASURES        | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|-----------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| Felony Intake Received      | 4,210             | 3,952             | 4,493             | 4,609             | 5,172             | 5,261               |
| Indictments Filed           | 2,991             | 2,988             | 3,564             | 3,934             | 4,074             | 4,443               |
| Misdemeanor Intake Received | 8,649             | 8,852             | 8,692             | 9,252             | 9,242             | 9,413               |
| Informations Filed          | 7,668             | 8,498             | 7,412             | 8,852             | 8,441             | 8,744               |

### FAMILY JUSTICE DIVISION

The Family Justice Division includes 1 Felony Chief Prosecutor and 6 Felony Prosecutors.

**Juvenile cases:** There are currently 3 Felony Prosecutors who prosecute all Collin County juvenile offenses. A Juvenile case is where an actor that is younger than 17 but not younger than 10 years of age commits a criminal violation. Juvenile cases are different from adult criminal cases as they are filed as civil cases under the Texas Family Code and have special rules for handling juvenile offenders.

**CPS cases:** There are 3 Felony Prosecutors that represent the State of Texas in Child Protective Services ("CPS") cases. These are cases where a child has been abused or is in danger of abuse, and a civil case is filed with the objective to find a safe harbor for the child.

#### FY 2018 Goals & Objectives

- Process, review, and evaluate all juvenile cases for appropriate disposition, that will pursue justice and protect the community. File petitions in appropriate juvenile cases. Represent the State of Texas in juvenile detention hearings and in any pre-petition hearings necessary for the case. Respond to Discovery, prepare cases for trial, and demonstrate effective trial advocacy.

## FY 2018 Adopted Budget Summary

## District Attorney

### FAMILY JUSTICE DIVISION CONTINUED

#### FY 2018 Goals & Objectives

- Process, review, and evaluate all cases presented to the District Attorney for removal of a child. File petitions, in appropriate cases, if the evidence shows that the child needs to be protected. Respond to Discovery, prepare cases for trial, and demonstrate effective trial advocacy.

| PERFORMANCE MEASURES             | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|----------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| Juvenile Petitions Filed         | 524               | 500               | 455               | 492               | 462               | 447                 |
| Juvenile Cases Disposed          | 1,244             | 1,063             | 1,047             | 1,045             | 1,027             | 949                 |
| CPS Petitions Filed              | 128               | 131               | 128               | 120               | 173               | 159                 |
| CPS Cases Disposed               | 141               | 151               | 191               | 179               | 151               | 177                 |
| Protective Order Petitions Filed | 67                | 56                | 55                | NA                | NA                | NA                  |

*\* Protective Orders moved to the Domestic Violence Unit starting in FY 2016.*

### DOMESTIC VIOLENCE UNIT ("DVU")

The DVU includes: 1 Chief Felony Prosecutor, 2 Felony Prosecutors, 1 Misdemeanor Chief Prosecutor, and 1 Misdemeanor Prosecutor. They work in seven district courts and seven county courts at law in Collin County. They are responsible for most misdemeanor and felony domestic violence cases which are filed by law enforcement agencies in Collin County. Examples of the cases they handle include: assault/family violence, aggravated assault, continuous family violence, enhanced family violence, assault by impeding breath or circulation, and stalking. DVU prosecutors engage in vertical prosecution in that they review misdemeanor domestic violence cases for filing and review/present felony domestic violence cases to the Grand Jury. Protective order applications and prosecution of violations of protective orders are also their responsibility.

#### FY 2018 Goals & Objectives

- Process, review, and evaluate all domestic violence cases brought to the District Attorney by law enforcement agencies. File appropriate misdemeanor cases by information and present appropriate felony cases to the Grand Jury. Contact victims, make plea bargain recommendations, respond to discovery, prepare cases for trial, and demonstrate effective trial advocacy. Prosecute cases in a manner consistent with pursuing justice and protection of the victim and our community. Attempt a net reduction in apprehended cases while still pursuing justice and protecting the community.

- Process, review, and evaluate all applications for protective orders and file petitions for protective orders for situations that qualify for the District Attorney to represent the applicant.

| PERFORMANCE MEASURES             | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|----------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| Informations & Revocations Filed | NA                | NA                | NA                | 603               | 899               | 1,195               |
| Indictments & Revocations Filed  | NA                | NA                | NA                | 170               | 317               | 464                 |
| Protective Order Petitions Filed | NA                | NA                | NA                | 57                | 86                | 75                  |
| Misdemeanor Cases Disposed       | NA                | NA                | NA                | 276               | 742               | 1,208               |
| Felony Cases Disposed            | NA                | NA                | NA                | 52                | 172               | 292                 |
| Protective Order Cases Disposed  | NA                | NA                | NA                | 59                | 76                | 93                  |

*\*Newly created unit started reporting data in FY 2016.*

*\*DVU numbers are reported as part of Felony and Misdemeanor Trial & Grand Jury Stats.*

## APPELLATE DIVISION

The Appellate Division includes 1 Chief Felony Prosecutor and 4 Felony Prosecutors. The Appellate Division is responsible for all cases that have been appealed to the Court of Appeals and the Court of Criminal Appeals that were prosecuted by this office. The Appellate Division also represent the District Attorney in post-conviction writs that are filed in criminal cases that have been prosecuted in Collin County. The appellate prosecutors evaluate and prosecute motions for non-disclosure and expunctions. These prosecutors also provide legal support to other prosecutors in the office.

### FY 2018 Goals & Objectives

- Represent the State of Texas for all criminal cases that are appealed and originated out of this office.
- Represent the State of Texas for all writs that are filed within the jurisdiction of the Collin County District Attorney.
- Provide legal analysis to other District Attorney prosecutors as appropriate and necessary.
- Represent the State of Texas for all expunctions and non-disclosure motions filed in county courts at law or district courts of Collin County.

| PERFORMANCE MEASURES       | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|----------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| Expunctions Processed      | 585               | 582               | 670               | 618               | 612               | 640                 |
| Non Disclosures Processed  | 348               | 301               | 299               | 312               | 294               | 281                 |
| Non Capital Briefs Filed   | 113               | 108               | 93                | 75                | 65                | 52                  |
| Non Capital Writ Responses | 62                | 70                | 68                | 80                | 83                | 88                  |

## VICTIMS ASSISTANCE DIVISION

Victim Assistance Division staff serve as a compassionate and skillful liaison between the Collin County victims of violent crime and the complex criminal justice system. Our three Victims Assistance Coordinators (two budgeted and one grant) ensure that we comply with the State mandates in the Crime Victim's Bill of Rights and that each victim of a violent crime has the opportunity to have input into the ultimate decision of how the offender is prosecuted and punished. Each victim assistance coordinator helps victims by: informing them of their legal rights; assisting them with safety planning and making appropriate referrals, as needed; assisting them with applying for Crime Victims' Compensation; assisting them with completing the Victim Impact Statement; assisting them with protective orders and other paperwork, as needed; and accompanying them to meetings with the prosecutor and/or to court. The victim coordinator assists victims in cases of sexual assault, kidnapping, aggravated robbery, trafficking of persons, injury to a child, elderly or disabled individual, family violence, close family members of victims in death cases and assists victims in property crimes.

This area of the office provides a safe and comfortable place for victims to wait while their trial is taking place as often the victim is not allowed to remain in the courtroom. This safe place for victims carries the added security benefit of keeping victims separate from their attackers/abusers. The staff also has an open door for victims who have questions about their cases and for those that need information on available social services.

The Victims Assistance Coordinators also spearhead the District Attorney's commitment to educate the public about victims and their rights. The District Attorney helps sponsor the Tree of Angels in December of each year to remember and honor victims and their families. The District Attorney also helps sponsor the Victims Rights Week luncheon to honor victims, recognize their rights under the law, and foster a more equitable and supportive response to victims and their plight.

### FY 2018 Goals & Objectives

- Victims of violent crime will receive assistance and information from victim advocates that empowers them to make informed decisions not only in their personal lives but also in relation to their participation in the criminal justice system and the exercise of their rights.
- Send and provide the required information packets to victims that include the "Rights of Crime Victims" as set out in the Texas Code of Criminal Procedure. Help crime victims apply for Crime Victim Compensation for those situations where the victim is eligible for relief. Help subpoenaed, out-of-county witnesses with reimbursement of qualifying expenses incurred because of their testimony at trial.

## FY 2018 Adopted Budget Summary

## District Attorney

### VICTIMS ASSISTANCE DIVISION CONTINUED

#### FY 2018 Goals & Objectives

- Provide victims with community resources and safety planning.
- Provide a safe and comfortable area for the victims of crimes to wait while their trials are taking place.

| PERFORMANCE MEASURES             | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|----------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| Victim Impact Statement Activity | 1,317             | 1,375             | 1,435             | 1,646             | 2,215             | 2,218               |

### CIVIL DIVISION

The Civil Division primarily handles four types of cases: Bond Forfeitures, Asset Forfeitures, Mental Commitments, & Public Information Act (PIA) requests). The Civil Division includes 1 Chief Felony Prosecutor and 1 Felony Prosecutor. The Civil Division also handles: out of state subpoenas; fraudulent lien advisory opinions, Bail Bond Board representation, Health Authority cases, Gambling seizures, PIA complaints, office subpoenas, and various other issues.

**Asset Forfeiture:** The Division reviews and, if appropriate, accepts cases filed by law enforcement agencies asking to forfeit property that was used in criminal activity or that is the proceeds of criminal activity. If sufficient evidence exists to support the request, a prosecutor will file a petition to seek a hearing to present evidence to the court showing that the assets should be forfeited.

**Bond Forfeiture:** These cases are filed by the Civil Division when a defendant who is on bond fails to show up at a required court appearance. The Civil Division files a Judgment Nisi, which is a substantively criminal case that is procedurally handled as a civil case. Forfeited sums are deposited into the county's general fund.

#### FY 2018 Goals & Objectives

- Process, review, and evaluate all cases brought to the District Attorney's office by law enforcement agencies for consideration of filing petitions for the forfeiture of assets.
- Process, review, and evaluate all warrants & bond forfeiture notifications to determine if a Judgment Nisi should be filed. Follow through with each case to seek a final judgment of forfeiture of the bond to the county, when appropriate.
- Send and respond to discovery, file summary judgments, settle or prepare cases for trial, and demonstrate effective advocacy trial skills.

| PERFORMANCE MEASURES             | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|----------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| Judgment Nisi Filings            | 1,250             | 1,317             | 1,456             | 1,652             | 2,095             | 2,161               |
| Judgment Nisi Judgments          | 1,186             | 1,347             | 1,377             | 1,576             | 1,958             | 2,020               |
| Public Information Act Requests  | 103               | 72                | 72                | 108               | 178               | 162                 |
| Asset Forfeiture Petitions Filed | 135               | 86                | 123               | 98                | 115               | 103                 |
| Asset Forfeiture Judgments       | 139               | 111               | 105               | 118               | 100               | 93                  |
| Mental Health Hearings           | 786               | 855               | 1,020             | 1,212             | 1,762             | 1,819               |

### ADMINISTRATION

The Administration Division has responsibility for the leadership, operations, and support of the office. The Administration Division includes Operations and Investigations.

### DEPARTMENT IMPROVEMENTS

The District Attorney's Office received funding for investigation software. The investigation software will allow the Investigators to locate defendants and witnesses more effectively. Cost of this department improvement to Collin County is \$4,584 in recurring expenditures.

**DEPARTMENT IMPROVEMENTS CONTINUED**

The District Attorney's Office received funding for replacement radio equipment. The current radios are not compatible with the new county radio system and is in need of replacement. Cost of this department improvement to Collin County is \$2,300 in one-time expenditures.

The District Attorney's Office received funding for two Investigator cell phones. Two of the investigators in the District Attorney's Office do not have county issued cell phone because they are new to the office. Cost of this department improvement to Collin County is \$1,320 in recurring and \$400 in one-time expenditures.

The District Attorney's Office received funding for uniforms. The Specialized Crime Unit received polos and jackets and one bullet proof vest for the newest member for identification purposes and safety on crime scenes. Three New Investigators received bullet proof vests. Cost of this department improvement to Collin County is \$2,865 in one-time expenditures.

The District Attorney's Office received two scanners for the Victims Assistance and Civil Divisions. The scanners will help complete duties faster and more efficiently for the two divisions. Cost of this department improvement to Collin County is \$1,760 in one-time expenditures.

The District Attorney's Office received furniture for the Victims Assistance Coordinator. The position was funded through a grant, but did not include any of the furniture. Cost of this department improvement to Collin County is \$4,000 in one-time expenditures.

The District Attorney's Office received a new printer for Grand Jury. The addition of the new printer will help to cut down the back log of print jobs and reduce the time spent waiting and sorting through print jobs. Cost of this department improvement to Collin County is \$1,283 in one-time expenditures.

The District Attorney's Office received two cubicles. Two Legal Secretary positions currently do not have cubicles and these positions will need workspace close to their respective divisions for maximum efficiency and communication. Cost of this department improvement to Collin County is \$12,000 in one-time expenditures.

The District Attorney's Office received TCOLE License Certification Pay funding. TCOLE recognizes basic, intermediate, advanced and master licenses for Investigators. Certification rates include \$55.00 monthly for Intermediate, \$80.00 for Advanced and \$125.00 for Masters licenses. Cost of this department improvement to Collin County is \$34,913 in recurring expenditures.

**PERSONNEL CHANGES**

The District Attorney's office received a Chief Felony Prosecutor for Mental Health cases. This position will increase efficiencies and effectiveness in mental health cases resulting in better informed incarceration decisions. A Chief level Prosecutor is necessary due to the level of specialized knowledge required. Cost of the new personnel to Collin County is \$137,182 in recurring and \$9,081 in one-time expenditures.

# **FY 2018 Adopted Budget Summary**

**District Clerk**

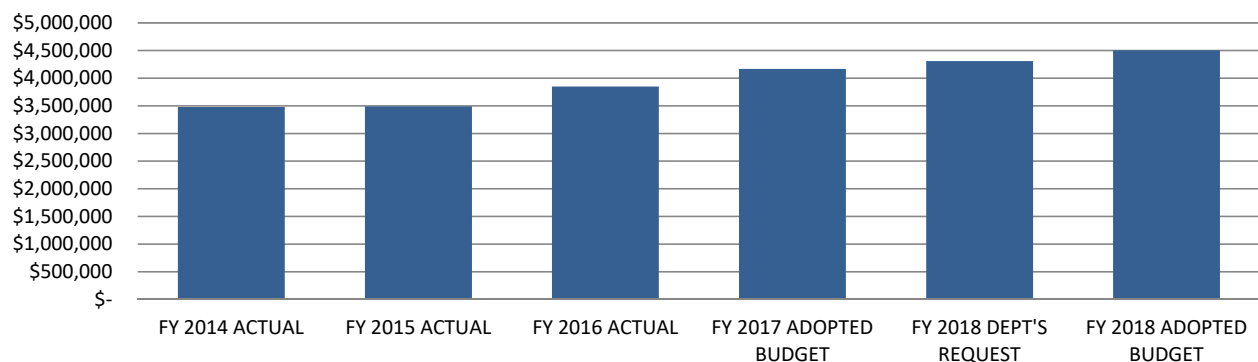
## **EXPENDITURES**

|                   | FY 2014<br>ACTUAL   | FY 2015<br>ACTUAL   | FY 2016<br>ACTUAL   | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL   | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|---------------------|---------------------|---------------------|------------------------------|---------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 3,392,604        | \$ 3,410,011        | \$ 3,778,940        | \$ 4,047,883                 | \$ 3,975,006        | \$ 4,161,448                 | \$ 4,370,665                 |
| <b>TRAINING</b>   | \$ 21,986           | \$ 23,276           | \$ 18,736           | \$ 28,843                    | \$ 28,847           | \$ 29,500                    | \$ 29,500                    |
| <b>OPERATIONS</b> | \$ 63,025           | \$ 56,715           | \$ 51,515           | \$ 89,400                    | \$ 18,145           | \$ 99,913                    | \$ 90,673                    |
| <b>CAPITAL</b>    | \$ -                | \$ -                | \$ -                | \$ -                         | \$ -                | \$ 18,500                    | \$ 12,500                    |
| <b>TOTAL</b>      | <b>\$ 3,477,615</b> | <b>\$ 3,490,002</b> | <b>\$ 3,849,191</b> | <b>\$ 4,166,126</b>          | <b>\$ 4,021,998</b> | <b>\$ 4,309,361</b>          | <b>\$ 4,503,338</b>          |

## **PERSONNEL**

|                            | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|----------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b> |                    |                    |                    |                   |                              |                    |
| Accountant Tech            | 1                  | 2                  | 2                  | 2                 |                              | 2                  |
| Chief Deputy Clerk         | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Collections Clerk          | 3                  | 3                  | 3                  | 3                 | 1                            | 3                  |
| Deputy District Clerk I    | 6                  | 6                  | 7                  | 7                 | 1                            | 8                  |
| Deputy District Clerk II   | 39                 | 42                 | 42                 | 42                | 1                            | 43                 |
| District Clerk             | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Functional Analyst         | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Lead Clerk                 | 5                  | 6                  | 6                  | 6                 |                              | 6                  |
| Program Coordinator        | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Senior Administrator       | 2                  | 2                  | 2                  | 2                 |                              | 2                  |
|                            | 60                 | 65                 | 66                 | 66                | 3                            | 68                 |

## **Budget Comparison**



## PURPOSE

The District Clerk is a constitutional office created for the custodial care and management of all Collin County District Court legal records, filings, and indexes. This is accomplished by providing efficient and cost effective professional service to the District Courts, legal professionals and citizens.

## MAJOR PROGRAMS

### CRIMINAL

The District Clerk is statutorily responsible for all felony indictments and shall maintain an accurate record of all related documents. Indictments are received by the District Clerk from two grand juries, twice each week, during a six month term. The criminal deputy clerks shall have an understanding of the Texas Criminal Procedure Code and Rules and the Texas Penal Code as applied to the filing of an indictment, bond, judgment and any other pertinent information for the proper execution of said documents. Each clerk is responsible for the accuracy and organization of all material relating to processing a felony judgment and fulfilling all state reporting requirements.

#### FY 2018 Goals & Objectives

- Filing of all criminal indictments, pleadings, and documents; and accurately entering such filings into the case management system, thereby serving the courts and citizens in an efficient and timely manner.
- Provide the State of Texas, Office of Court Administration and Texas Department of Public Safety with all required reporting.

| PERFORMANCE MEASURES       | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|----------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| Criminal Indictments Filed | 4,337             | 4,388             | 4,679             | 5,837             | 5,831             | 6,205               |
| Criminal Case Events       | 68,757            | 81,852            | 81,545            | 108,227           | 117,737           | 129,982             |
| TDC Packets Prepared       | 1,632             | 1,684             | 1,607             | 1,553             | 1,810             | 1,855               |

### CIVIL

#### FY 2018 Goals & Objectives

- Timely filing of all lawsuits, pleadings, and related documents, and accurately entering such filings into the case management system, thereby serving the courts and citizens in an efficient and timely manner.
- Provide the State of Texas, Office of Court Administration and Bureau of Vital Statistics with all required reporting.

| PERFORMANCE MEASURES                | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|-------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| New Civil Cases Filed               | 5,258             | 5,162             | 5,569             | 5,665             | 6,194             | 6,428               |
| Customers Served (Civil and Family) | 55,486            | 39,887            | 56,323            | 42,171            | 45,828            | 43,414              |
| Civil Case Events                   | 86,547            | 79,817            | 86,051            | 98,264            | 102,595           | 106,607             |
| Civil E-Filings                     | 10,711            | 52,949            | 63,440            | 64,758            | 72,269            | 79,780              |
| Pro Se Parties                      | 3,327             | 3,348             | 3,312             | 4,752             | 5,794             | 6,411               |
| Expunctions and Non-Disclosures     | 676               | 682               | 766               | 726               | 446               | 389                 |

### FAMILY

The District Clerk is statutorily responsible, as custodian of the records for the District Courts, and shall accept all family documents tendered for filing in the office. The family deputy clerks shall have an understanding of the Texas Family Code as it applies to the innumerable types of cases that affect the dissolution of marriage, and those affecting the parent/child relationship such as termination, adoption, custody, habeas corpus, etc.

#### FY 2018 Goals & Objectives

- Timely filing of all lawsuits, pleadings, documents, and accurately entering such filings into the case management system, thereby serving the courts and citizens in an efficient and timely manner.

## FY 2018 Adopted Budget Summary

## District Clerk

### FAMILY CONTINUED

#### FY 2018 Goals & Objectives

- Provide the State of Texas, Office of Court Administration, and Bureau of Vital Statistics with all required reporting.

| PERFORMANCE MEASURES                | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|-------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| New Family Cases Filed              | 9,407             | 8,896             | 10,016            | 9,842             | 10,119            | 10,297              |
| Customers Served (Civil and Family) | 55,486            | 39,887            | 56,323            | 42,171            | 45,828            | 43,414              |
| Family Case Events                  | 131,785           | 126,762           | 145,087           | 141,395           | 146,422           | 150,081             |
| Family E-filings                    | 10,511            | 58,999            | 89,928            | 85,340            | 88,348            | 91,356              |
| Pro Se Parties                      | 4,660             | 4,932             | 6,048             | 8,893             | 7,268             | 7,920               |
| Adoptions                           | 191               | 227               | 257               | 187               | 223               | 231                 |

### JUVENILE

The District Clerk is statutorily responsible for maintaining the records on all juvenile cases filed in the District Court and shall provide for the confidentiality of such records. The juvenile deputy clerks shall have an understanding of the Juvenile Justice Code, Texas Penal Code, and Texas Family Code, the importance of confidentiality of such, including, but not limited to, the definitions as set forth in the code, the required time limits for such events, and proper issuance of summons, petitions and subpoenas.

#### FY 2018 Goals & Objectives

- Filing of all juvenile cases, pleadings, documents, and accurately entering such filings into the case management system, thereby serving the courts and citizens in an efficient and timely manner.
- Provide the State of Texas, Office of Court Administration, and Texas Department of Public Safety with all required reporting.

| PERFORMANCE MEASURES         | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| New Juvenile Petitions Filed | 1,289             | 1,222             | 1,104             | 1,180             | 1,192             | 1,204               |
| Juvenile Case Events         | 11,663            | 10,582            | 10,220            | 13,731            | 13,408            | 13,844              |
| Juvenile Sealing's           | 65                | 82                | 71                | 47                | 35                | 28                  |

### CHILD SUPPORT

The District Clerk is responsible for gathering and promptly disseminating all information to the Texas Child Support Disbursement Unit (SDU) regarding all child support related orders in Collin County. The child support deputy clerks enter onto the State system all case information regarding custodial and non-custodial parents, address changes, child support amounts, and any other available pertinent case information. The SDU in turn pays Collin County a fee for entering these State Case Registry cases, in addition to a fee for full service updates and re-directing cases to the SDU. As a mandated program, the deputy clerks shall have an understanding of all Child Support, Enforcement and Modification references within the Texas Family Code.

#### FY 2018 Goals & Objectives

- Properly maintain records filed by the Attorney General with the District Clerk's office.
- Promptly enter cases on the State Case Registry.

| PERFORMANCE MEASURES            | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|---------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| Customers Served                | 2,683             | 2,594             | 1,996             | 2,482             | 1,402             | 1,082               |
| New Cases Entered on SDU        | 1,363             | 990               | 1,201             | 888               | 832               | 776                 |
| Cases Redirected To SDU         | 5                 | -                 | 1                 | -                 | -                 | -                   |
| Reimbursement Received From SDU | \$ 16,047         | \$ 12,076         | \$ 13,245         | \$ 9,999          | \$ 8,871          | \$ 7,743            |

## FY 2018 Adopted Budget Summary

## District Clerk

### ATTORNEY GENERAL

The District Clerk is responsible for preparing the case files for the Attorney General (AG) court docket each week and working closely with AG attorneys and employees conducting IV-D hearings. The deputy clerks shall have an understanding of the Texas Family Code as it relates to any type of support case which they may encounter and what forms and procedures shall be used in order to perfect proper processing of all Attorney General cases. The deputy clerk shall submit a report to the State of all activity each month for which the District Clerk receives reimbursement of 66% of all filing fees as provided by federal mandate.

#### FY 2018 Goals & Objectives

- To assist the Attorney General with processing of cases for the collection of unpaid child support.
- Send monthly report to Attorney General's Office so Collin County can receive payment from State for contracted services.

| PERFORMANCE MEASURES                | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|-------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| New Suits Filed and Transferred In  | 823               | 965               | 1,282             | 929               | 1,044             | 1,099               |
| Issuance                            | 2,780             | 2,060             | 3,820             | 2,253             | 2,970             | 3,018               |
| Reimbursements Received From the AG | \$ 63,481         | \$ 49,418         | \$ 76,147         | \$ 54,868         | \$ 61,773         | \$ 61,346           |

\*Reimbursement calculation changed by State in FY 2012.

### APPEALS

Upon receiving a Notice of Appeal in civil and criminal cases, the District Clerk is mandated to prepare the Clerk's Record for submission to the Court of Appeals. The preparation of the Clerk's Record shall follow the time and notice provisions as set forth in the Appellate Rules, and the deputy clerks shall have an understanding of the statutory codes affecting every type of appeal and how fees are assessed and collected.

#### FY 2018 Goals & Objectives

- Processing, preparation, and submission of criminal and civil appeals in a timely manner in accordance with statutory requirements.

| PERFORMANCE MEASURES                                                                  | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|---------------------------------------------------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| Notice of Appeal Filed (Criminal)                                                     | 116               | 109               | 79                | 73                | 85                | 77                  |
| Clerk Records Submitted, Prepared, and<br>Tendered to the Court of Appeals (Criminal) | 153               | 145               | 81                | 106               | 125               | 118                 |
| Writs Filed                                                                           | 58                | 73                | 82                | 150               | 111               | 124                 |
| Notice of Appeal Filed (Civil)                                                        | 99                | 128               | 116               | 109               | 123               | 129                 |
| Clerk Records Submitted, Prepared, and<br>Tendered to the Court of Appeals (Civil)    | 94                | 124               | 119               | 144               | 145               | 146                 |

### FINANCIALS

The District Clerk, as a fee officer, is statutorily responsible for four bank accounts: Cash Bonds, Registry Funds, Fee Account and Criminal Court Costs. All credit card transactions for e-filing are accountable by the District Clerk. The District Clerk is also responsible for all court ordered accounts for minors until they reach the age of majority. Weekly and monthly reporting is made to the auditor. These accounts are a continuation of the statutory responsibilities of the District Clerk with regard to all mandated programs of the office.

#### FY 2018 Goals & Objectives

- Prompt and accurate accounting, recording, safeguarding, and disbursing of public funds, including balancing of four accounts, managing minor trust accounts (to receive highest interest rate available), disbursement of funds per court order, daily, weekly, monthly balancing of all funds received and disbursed through the District Clerk's Office.

## FY 2018 Adopted Budget Summary

## District Clerk

### FINANCIALS CONTINUED

#### FY 2018 Goals & Objectives

- Monitor and reconcile account balances.

| PERFORMANCE MEASURES              | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|-----------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| Number of Bonds - Receipted Civil | 188               | 237               | 252               | 189               | 159               | 152                 |
| Number of Invested Accounts       | 44                | 29                | 39                | 50                | 52                | 54                  |
| Number of Checks Distributed      | 1,303             | 1,063             | 1,218             | 1,568             | 1,704             | 1,804               |
| Number of Receipts                | 62,104            | 62,209            | 68,681            | 79,597            | 82,402            | 85,207              |

### FELONY COLLECTIONS

The Article 103.0033, Code of Criminal Procedures requires counties with a population of 50,000 or more, implement a court collection program. The District Clerk's office is responsible for collecting court costs, fees and fines assessed against persons convicted of felony charges (or placed on deferred adjudication or deferred disposition).

#### FY 2018 Goals & Objectives

- Improve the collection rate for court costs, fees and fines for felony convictions for Collin County.

| PERFORMANCE MEASURES | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|----------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| Dollars Assessed     | \$ 4,354,154      | \$ 2,257,433      | \$ 2,009,441      | \$ 2,576,043      | \$ 2,372,786      | \$ 2,169,529        |
| Dollars Collected    | \$ 1,456,797      | \$ 1,628,473      | \$ 1,398,484      | \$ 1,460,943      | \$ 1,412,051      | \$ 1,400,865        |
| Dollars Outstanding  | \$ 2,897,357      | \$ 628,958        | \$ 610,593        | \$ 1,115,100      | \$ 960,735        | \$ 883,553          |
| Collection Rate      | 33.5%             | 72.1%             | 69.6%             | 56.7%             | 62.2%             | 64.95%              |

\* District Clerk assumed Collections in February 2014.

### ADMINISTRATION

The District Clerk as mandated by the Texas Constitution retains custody of, and shall carefully maintain and arrange, the records relating to, and lawfully deposited in the clerk's office. These duties are all encompassing of Administration and Records Management, as statutory fee officer for all: Civil, Family, Juvenile, Criminal, Child Support, Attorney General IV-D and the State Disbursement Unit, Jury Services and passport acceptance.

#### FY 2018 Goals & Objectives

- The District Clerk's administrative staff is committed to insuring that all employees have knowledge necessary to provide cost effective and efficient services and understand the importance of service to the legal community and our citizens.
- The District Clerk is committed to obtaining 20 hours continuing education yearly as required by the Texas Ethics Commission and ensuring staff receive training necessary to succeed in departmental goals and objectives.

### DEPARTMENT IMPROVEMENTS

The District Clerk's Office received funds for a flatbed scanner. The new scanner will be used to scan 5,600 boxes or an estimated 12-million pages of older case files into Odyssey more efficiently. Cost of this department improvement to Collin County is \$6,500 in one-time expenditures.

### PERSONNEL CHANGES

The District Clerk's Office received funds for a Deputy District Clerk II-QC Criminal as well as operating funds. The personnel received is due to the increase in number of transactions processed through the case management system. Cost of this department improvement to Collin County is \$54,760 in recurring and \$10,440 expenditures.

**PERSONNEL CHANGES CONTNUED**

The District Clerk's Office received funds for a Deputy District Clerk I-Civil/Family/Passport as well as operating funds. The personnel received is due to the increase in number of customers being served and help reduce the long wait times for service. Cost of this department improvement to Collin County is \$51,603 in recurring and \$4,990 expenditures.

## FY 2018 Adopted Budget Summary

## District Clerk - Jury Management

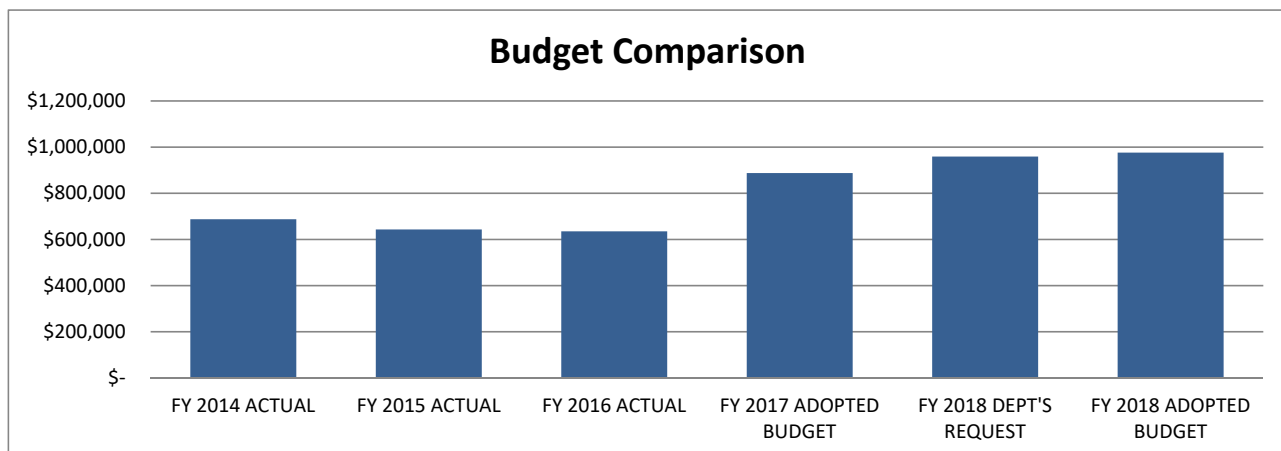
### EXPENDITURES

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 242,420        | \$ 259,785        | \$ 253,828        | \$ 256,443                   | \$ 254,100        | \$ 253,796                   | \$ 270,802                   |
| <b>TRAINING</b>   | \$ 1,497          | \$ 4,848          | \$ 30             | \$ 6,250                     | \$ 514            | \$ 6,250                     | \$ 6,250                     |
| <b>OPERATIONS</b> | \$ 443,624        | \$ 378,803        | \$ 381,320        | \$ 624,912                   | \$ 381,934        | \$ 699,171                   | \$ 639,033                   |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ 60,138                    |
| <b>TOTAL</b>      | <b>\$ 687,541</b> | <b>\$ 643,437</b> | <b>\$ 635,178</b> | <b>\$ 887,605</b>            | <b>\$ 636,548</b> | <b>\$ 959,217</b>            | <b>\$ 976,223</b>            |

*\*Jury Mgmt. moved to General Fund in FY 2013*

### PERSONNEL

|                            | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|----------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b> |                    |                    |                    |                   |                              |                    |
| Deputy District Clerk II   | 4                  | 4                  | 4                  | 4                 |                              | 4                  |
| <b>TOTAL</b>               | <b>4</b>           | <b>4</b>           | <b>4</b>           | <b>4</b>          | <b>0</b>                     | <b>4</b>           |



## PURPOSE

The District Clerk is the Jury Administrator for Collin County and shall summons jurors for the District Courts, County Courts at Law, and Justice of the Peace Courts at the request of said courts.

## MAJOR PROGRAMS

### JURY MANAGEMENT

The District Clerk, as Jury Administrator, will promote the most efficient and expeditious use of citizens' time when they are summoned to serve as a prospective juror. In fiscal year 2015, the District Clerk's office finished implementation of a new jury system that can better meet the needs of the citizens as prospective jurors. The new system allows for prospective jurors to complete their questionnaire on-line and receive notification by text or email if their service is no longer needed. Persons who report for jury service and discharge their daily duty may be reimbursed \$6.00 for the first day of service, and reimbursed \$40.00 per day thereafter or they may donate all or a portion of their pay to the Victims Crime Fund, Child Protective Services, or a non-profit agency approved by the Commissioners Court. The County receives partial reimbursement from the State for the payment to jurors.

### **FY 2018 Goals & Objectives**

- To manage the jury process for all Collin County Courts (District, County, and JP) using the most efficient and cost-effective methods.

| PERFORMANCE MEASURES                                | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|-----------------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| Panels requested (all courts)                       | 837               | 813               | 786               | 816               | 767               | 750                 |
| Questionnaires Mailed                               | 138,287           | 133,234           | 141,543           | 151,471           | 139,726           | 140,086             |
| Jurors Exempt, Disqualified, No Shows and<br>Resets | 54,262            | 53,614            | 45,988            | 44,672            | 40,418            | 36,957              |
| Jurors That Appeared For Jury Duty                  | 25,742            | 25,184            | 26,250            | 26,619            | 27,012            | 27,330              |
| Jurors Sent To Courts                               | 15,305            | 14,074            | 11,947            | 13,432            | 12,964            | 12,496              |
| Jurors Impaneled (District, County Court only)      | 3,342             | 2,900             | 2,317             | 2,541             | 2,463             | 2,385               |
| Number of Jurors On Contempt Dockets                | 8                 | 26                | 31                | -                 | -                 | -                   |
| Phone Calls                                         | 15,601            | 14,608            | 18,310            | 20,195            | 21,380            | 22,825              |
| Payment To Jurors                                   | \$ 332,310        | \$ 388,546        | \$ 305,547        | \$ 357,954        | \$ 334,268        | \$ 334,758          |

## DEPARTMENT IMPROVEMENTS

The District Clerk's office received funds to upgrade the Central Jury Room AV System. The new AV System will replace an outdated system with up to date software and equipment. The cost of this department improvement to Collin County is \$74,259 in one-time expenditures.

## FY 2018 Adopted Budget Summary

## District Clerk - Passport

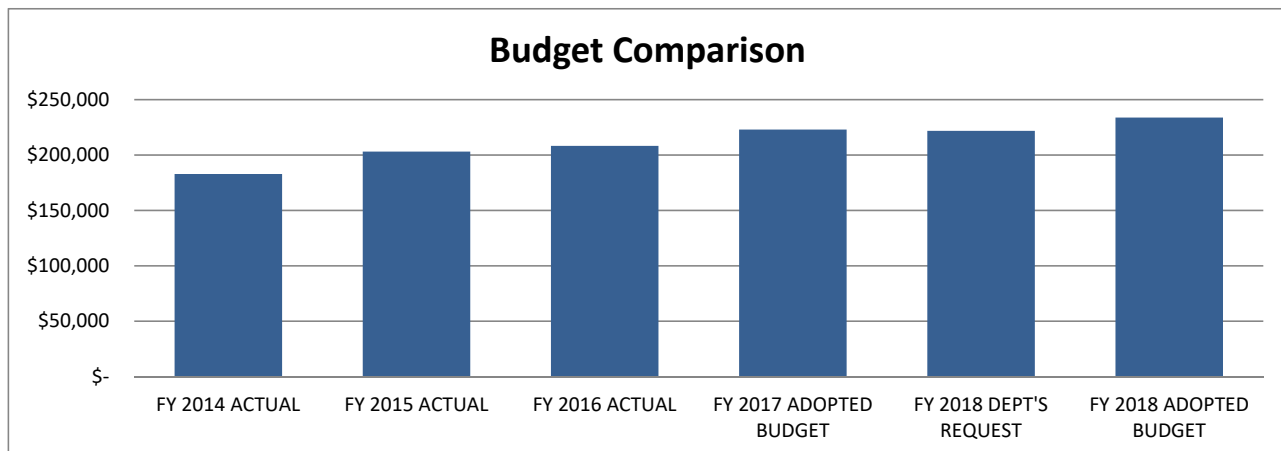
### EXPENDITURES

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 173,489        | \$ 190,425        | \$ 195,424        | \$ 203,502                   | \$ 193,543        | \$ 195,148                   | \$ 207,122                   |
| <b>TRAINING</b>   | \$ -              | \$ -              | \$ 263            | \$ 1,000                     | \$ 327            | \$ 1,000                     | \$ 1,000                     |
| <b>OPERATIONS</b> | \$ 9,401          | \$ 12,671         | \$ 12,563         | \$ 18,500                    | \$ 9,314          | \$ 25,725                    | \$ 25,725                    |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | <b>\$ 182,890</b> | <b>\$ 203,096</b> | <b>\$ 208,250</b> | <b>\$ 223,002</b>            | <b>\$ 203,184</b> | <b>\$ 221,873</b>            | <b>\$ 233,847</b>            |

*\*Account moved from District Clerk Admin FY 2013*

### PERSONNEL

|                            | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|----------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b> |                    |                    |                    |                   |                              |                    |
| Passport Clerk             | 3                  | 3                  | 3                  | 3                 |                              | 3                  |
| Senior Passport Clerk      | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| <b>TOTAL</b>               | <b>4</b>           | <b>4</b>           | <b>4</b>           | <b>4</b>          | <b>0</b>                     | <b>4</b>           |



## PURPOSE

The District Clerk is one of only two agents in each Texas County authorized to accept passport applications on behalf of the United States Department of State.

## MAJOR PROGRAMS

### PASSPORTS

The District Clerk's office accepts passport applications according to the requirements set forth in the United States Code, Title 22, Chapter 4. In addition to processing an application for a U.S. passport, the District Clerk may also take passport photographs. Passport acceptance is not mandated, however, the District Clerk is the only acceptance agency in the county allowed by statute outside of the U.S. Post Offices, which are currently providing limited services in Collin County. In order to be designated as a passport acceptance agent, employees are required to pass an exam administered by the U.S. State Department and complete a six hour course annually. Passports are accepted in offices located in Plano and McKinney. Revenues received from processing passports and photographs are deposited into the county's general fund.

### **FY 2018 Goals & Objectives**

- Serve the citizens by efficiently processing passport applications according to federal regulations.

| PERFORMANCE MEASURES             | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|----------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| Number of applications processed | 25,320            | 25,634            | 31,242            | 35,480            | 37,646            | 40,728              |
| Pictures processed               | 12,028            | 15,032            | 17,670            | 21,433            | 24,612            | 27,758              |
| County fees collected            | \$ 763,276        | \$ 779,593        | \$ 944,328        | \$ 1,085,040      | \$ 1,168,564      | \$ 1,269,886        |

## DEPARTMENT IMPROVEMENTS

The District Clerk's Passport Office received funds for replacement of passport cameras and printers. The high volume of photos taken and printed has caused significant wear and tear on the equipment causing the need to replace the current cameras and printers. Cost of this department improvement to Collin County is \$7,225 in one-time expenditures which will be recouped with revenue from photos taken.

## FY 2018 Adopted Budget Summary

## District Courts- Shared

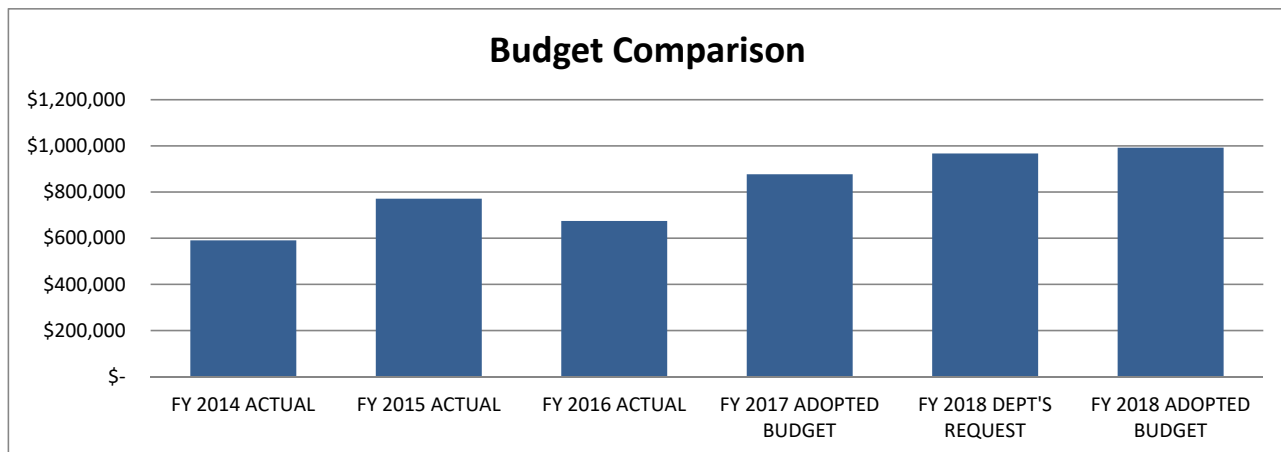
### EXPENDITURES

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 310,347        | \$ 341,381        | \$ 367,332        | \$ 516,186                   | \$ 384,751        | \$ 495,824                   | \$ 519,732                   |
| <b>TRAINING</b>   | \$ 5,904          | \$ 4,025          | \$ 5,878          | \$ 13,300                    | \$ 4,994          | \$ 7,300                     | \$ 7,300                     |
| <b>OPERATIONS</b> | \$ 274,320        | \$ 425,741        | \$ 301,596        | \$ 347,372                   | \$ 531,692        | \$ 463,988                   | \$ 465,224                   |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | \$ 590,571        | \$ 771,146        | \$ 674,806        | \$ 876,858                   | \$ 921,437        | \$ 967,112                   | \$ 992,256                   |

*\*Visiting Judge Pay moved to Salaries in FY 2016*

### PERSONNEL

|                              | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|------------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b>   |                    |                    |                    |                   |                              |                    |
| Auxiliary Court Liaison      | 0                  | 0                  | 1                  | 1                 |                              | 1                  |
| Court Administrator          | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Court Coordinator            | 1                  | 1                  | 1                  | 1                 |                              | 0                  |
| Court Officer                | 2                  | 2                  | 2                  | 2                 |                              | 2                  |
| District Court Oper/Info Ctr | 1                  | 1                  | 0                  | 0                 |                              | 0                  |
| <b>TOTAL</b>                 | 5                  | 5                  | 5                  | 5                 | 0                            | 4                  |



**PURPOSE**

To efficiently, impartially and fairly manage and resolve the variety of controversies and disputes that are filed with and fall under the jurisdiction of the court. The district courts conduct judicial proceedings related to all cases under their purview.

**MAJOR PROGRAMS****CIVIL CASES, CRIMINAL CASES, JUVENILE CASES****FY 2018 Goals & Objectives**

- To faithfully and impartially apply the laws, statutes and rules applicable to the judicial branch.
- To improve the delivery of indigent defense services by working collaboratively with TTUG (Texas Tyler Users Group), other county departments, and outside consultants and vendors in the implementation of a grant-funded eManagement system.

| PERFORMANCE MEASURES         | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| Civil Cases Filings          | 14,816            | 14,145            | 15,733            | 15,602            | 6,292             | 6,386               |
| Civil Case Dispositions      | 16,516            | 13,872            | 14,420            | 15,392            | 6,205             | 6,360               |
| Family Case Filings          | n/a               | n/a               | n/a               | n/a               | 10,187            | 10,431              |
| Family Case Dispositions     | n/a               | n/a               | n/a               | n/a               | 10,257            | 10,513              |
| Criminal Case Filings        | 4,329             | 4,370             | 4,769             | 5,495             | 5,828             | 6,203               |
| Criminal Case Dispositions   | 4,243             | 4,398             | 4,225             | 5,079             | 5,773             | 6,156               |
| Juvenile Case Filings        | 943               | 857               | 780               | 784               | 760               | 714                 |
| New Juvenile Petitions Filed | 1,289             | 1,222             | 1,104             | 1,180             | 1,192             | 1,204               |
| Juvenile Case Dispositions   | 935               | 819               | 769               | 1,051             | 1,027             | 1,050               |

*\* New Petitions Filed includes Juvenile Sealings, Reopen Filings and Detention Hearings.*

*\* Civil and Family Measures Separated in FY2017*

**DEPARTMENT IMPROVEMENTS**

The District Courts received additional funds for mediator costs. Additional funding to cover the increase in cost. Cost of this department improvement to Collin County \$30,500 in recurring expenditures.

The District Courts received funds for Peace Officer equipment. Included is a handguns, magazines, magazine carriers and holsters. Cost of this department improvement is \$1,236 in one-time expenditures.

The District Courts received funds for TCOLE License Certification Pay. TCLOE recognizes a basic, intermediate, advanced and master licenses for these positions. Certification rate includes \$125.00 monthly for master license. Cost of this department improvement to Collin County is \$1,735 in recurring expenditures.

# **FY 2018 Adopted Budget Summary**

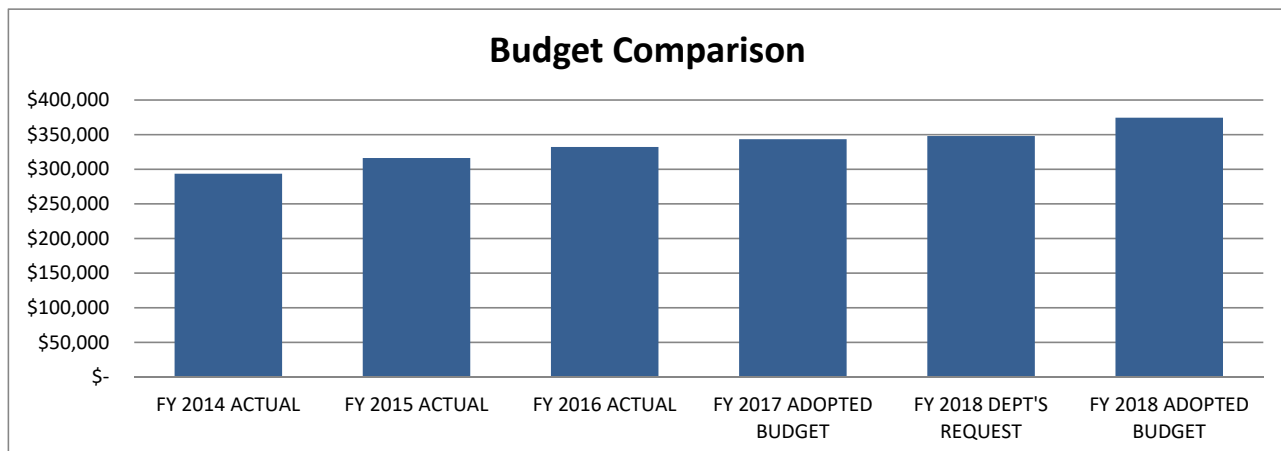
**District Court 199th**

## **EXPENDITURES**

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 289,992        | \$ 310,865        | \$ 324,360        | \$ 332,833                   | \$ 332,513        | \$ 337,372                   | \$ 363,278                   |
| <b>TRAINING</b>   | \$ 1,145          | \$ 2,532          | \$ 4,366          | \$ 6,800                     | \$ 2,726          | \$ 6,800                     | \$ 6,800                     |
| <b>OPERATIONS</b> | \$ 2,439          | \$ 2,819          | \$ 3,480          | \$ 3,778                     | \$ 3,322          | \$ 3,778                     | \$ 4,396                     |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | \$ 293,576        | \$ 316,215        | \$ 332,205        | \$ 343,411                   | \$ 338,561        | \$ 347,950                   | \$ 374,474                   |

## **PERSONNEL**

|                            | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|----------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b> |                    |                    |                    |                   |                              |                    |
| Court Coordinator          | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Court Officer              | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Court Reporter             | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| District Judge             | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| <b>TOTAL</b>               | 4                  | 4                  | 4                  | 4                 | 0                            | 4                  |



**DEPARTMENT IMPROVEMENTS**

The 199th District Court received funds for Peace Officer equipment. Included is a handgun, magazine, magazine carrier and a holster. Cost of this department improvement is \$618 in one-time expenditures.

# **FY 2018 Adopted Budget Summary**

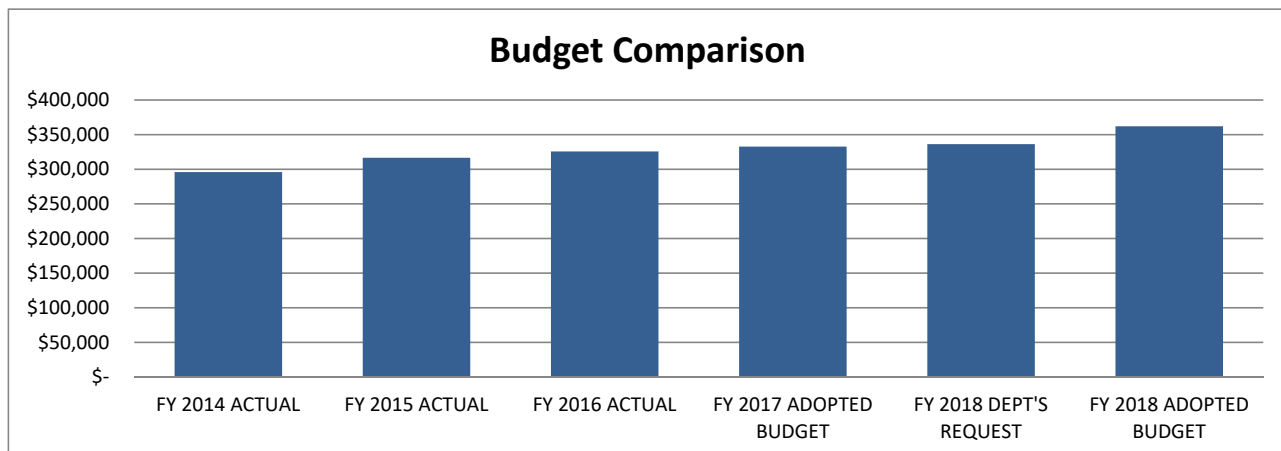
**District Court 219th**

## **EXPENDITURES**

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 288,590        | \$ 312,551        | \$ 318,332        | \$ 321,976                   | \$ 321,987        | \$ 325,470                   | \$ 350,710                   |
| <b>TRAINING</b>   | \$ 5,704          | \$ 1,683          | \$ 4,689          | \$ 6,800                     | \$ 5,032          | \$ 6,800                     | \$ 6,800                     |
| <b>OPERATIONS</b> | \$ 1,639          | \$ 2,344          | \$ 2,707          | \$ 3,978                     | \$ 1,480          | \$ 3,978                     | \$ 4,596                     |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | <b>\$ 295,934</b> | <b>\$ 316,578</b> | <b>\$ 325,729</b> | <b>\$ 332,754</b>            | <b>\$ 328,499</b> | <b>\$ 336,248</b>            | <b>\$ 362,106</b>            |

## **PERSONNEL**

|                            | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|----------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b> |                    |                    |                    |                   |                              |                    |
| Court Coordinator          | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Court Officer              | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Court Reporter             | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| District Judge             | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| <b>TOTAL</b>               | <b>4</b>           | <b>4</b>           | <b>4</b>           | <b>4</b>          | <b>0</b>                     | <b>4</b>           |



**DEPARTMENT IMPROVEMENTS**

The 219th District Court received funds for Peace Officer equipment. Included is a handgun, magazine, magazine carrier and a holster. Cost of this department improvement is \$618 in one-time expenditures.

# **FY 2018 Adopted Budget Summary**

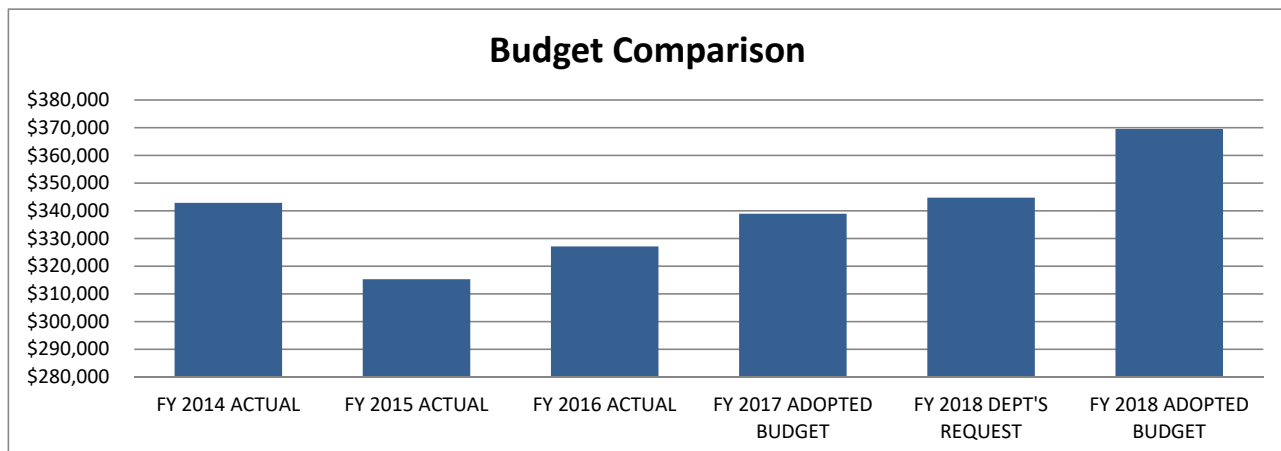
**District Court 296th**

## **EXPENDITURES**

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 335,743        | \$ 310,414        | \$ 322,345        | \$ 327,660                   | \$ 330,495        | \$ 330,761                   | \$ 357,658                   |
| <b>TRAINING</b>   | \$ 4,339          | \$ 2,784          | \$ 3,168          | \$ 6,800                     | \$ 2,649          | \$ 6,800                     | \$ 6,800                     |
| <b>OPERATIONS</b> | \$ 2,786          | \$ 2,101          | \$ 1,634          | \$ 4,478                     | \$ 1,448          | \$ 7,178                     | \$ 5,096                     |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | <b>\$ 342,868</b> | <b>\$ 315,299</b> | <b>\$ 327,147</b> | <b>\$ 338,938</b>            | <b>\$ 334,592</b> | <b>\$ 344,739</b>            | <b>\$ 369,554</b>            |

## **PERSONNEL**

|                            | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|----------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b> |                    |                    |                    |                   |                              |                    |
| Court Coordinator          | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Court Officer              | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Court Reporter             | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| District Judge             | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| <b>TOTAL</b>               | <b>4</b>           | <b>4</b>           | <b>4</b>           | <b>4</b>          | <b>0</b>                     | <b>4</b>           |



**DEPARTMENT IMPROVEMENTS**

The 296th District Court received funds for Peace Officer equipment. Included is a handgun, magazine, magazine carrier and a holster. Cost of this department improvement is \$618 in one-time expenditures.

The 296th District Court received TCOLE License Certification Pay funding. TCLOE recognizes a basic, intermediate, advanced and master licenses for these positions. Certification rate includes \$80.00 monthly for advanced license. Cost of this department improvement to Collin County is \$1,111 in recurring expenditures.

# FY 2018 Adopted Budget Summary

District Court 366th

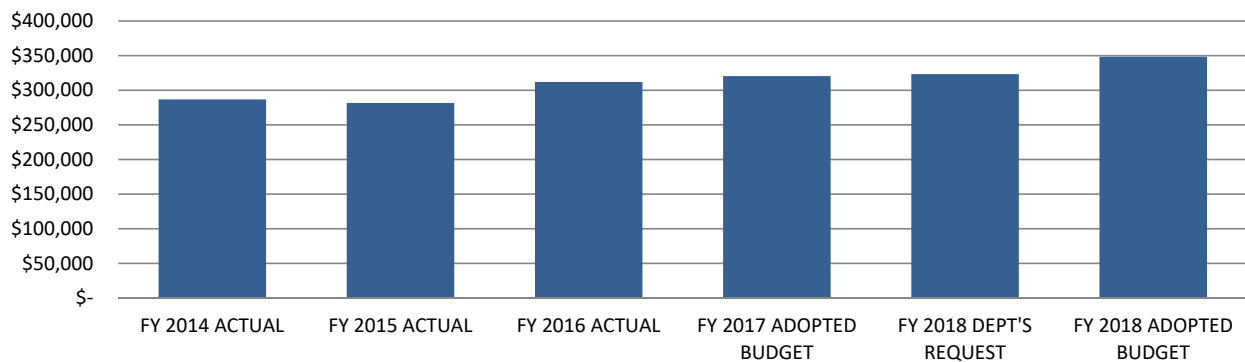
## EXPENDITURES

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 277,938        | \$ 271,304        | \$ 303,283        | \$ 308,730                   | \$ 310,647        | \$ 312,001                   | \$ 336,598                   |
| <b>TRAINING</b>   | \$ 6,121          | \$ 6,653          | \$ 6,852          | \$ 6,950                     | \$ 6,605          | \$ 6,950                     | \$ 6,950                     |
| <b>OPERATIONS</b> | \$ 2,745          | \$ 3,671          | \$ 1,915          | \$ 4,808                     | \$ 2,346          | \$ 4,308                     | \$ 4,926                     |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | <b>\$ 286,804</b> | <b>\$ 281,629</b> | <b>\$ 312,050</b> | <b>\$ 320,488</b>            | <b>\$ 319,598</b> | <b>\$ 323,259</b>            | <b>\$ 348,474</b>            |

## PERSONNEL

|                            | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|----------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b> |                    |                    |                    |                   |                              |                    |
| Court Coordinator          | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Court Officer              | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Court Reporter             | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| District Judge             | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| <b>TOTAL</b>               | <b>4</b>           | <b>4</b>           | <b>4</b>           | <b>4</b>          | <b>0</b>                     | <b>4</b>           |

## Budget Comparison



**DEPARTMENT IMPROVEMENTS**

The 366th District Court received funds for Peace Officer equipment. Included is a handgun, magazine, magazine carrier and a holster. Cost of this department improvement is \$618 in one-time expenditures.

The 366th District Court received TCOLE License Certification Pay funding. TCLOE recognizes a basic, intermediate, advanced and master licenses for these positions. Certification rate includes \$55.00 monthly for intermediate license. Cost of this department improvement to Collin County is \$764 in recurring expenditures.

# FY 2018 Adopted Budget Summary

District Court 380th

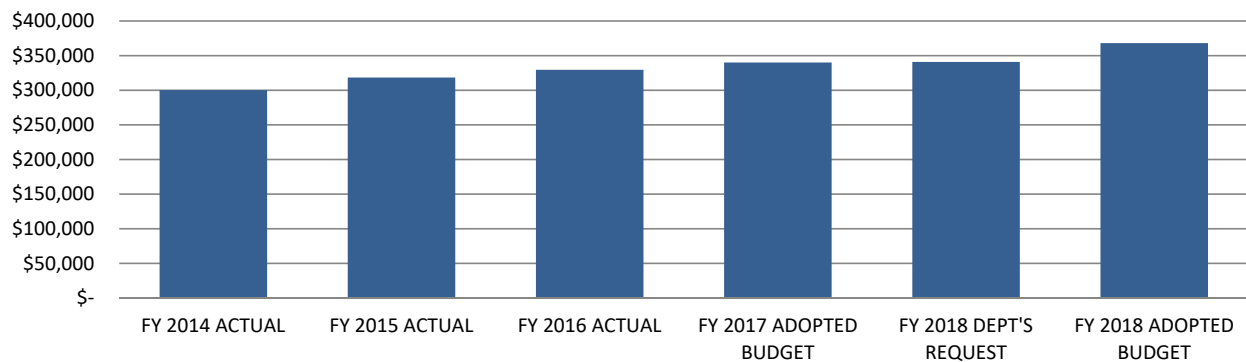
## EXPENDITURES

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 290,755        | \$ 308,969        | \$ 321,850        | \$ 328,250                   | \$ 328,336        | \$ 329,118                   | \$ 355,728                   |
| <b>TRAINING</b>   | \$ 6,556          | \$ 3,876          | \$ 4,043          | \$ 6,985                     | \$ 872            | \$ 6,985                     | \$ 6,985                     |
| <b>OPERATIONS</b> | \$ 2,959          | \$ 5,529          | \$ 3,661          | \$ 4,808                     | \$ 2,212          | \$ 4,808                     | \$ 5,426                     |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | \$ 300,270        | \$ 318,374        | \$ 329,554        | \$ 340,043                   | \$ 331,420        | \$ 340,911                   | \$ 368,139                   |

## PERSONNEL

|                            | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|----------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b> |                    |                    |                    |                   |                              |                    |
| Court Coordinator          | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Court Officer              | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Court Reporter             | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| District Judge             | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| <b>TOTAL</b>               | 4                  | 4                  | 4                  | 4                 | 0                            | 4                  |

## Budget Comparison



**DEPARTMENT IMPROVEMENTS**

The 380th District Court received funds for Peace Officer equipment. Included is a handgun, magazine, magazine carrier and a holster. Cost of this department improvement is \$618 in one-time expenditures.

The 380th District Court received TCOLE License Certification Pay funding. TCLOE recognizes a basic, intermediate, advanced and master licenses for these positions. Certification rate includes \$80.00 monthly for advanced license. Cost of this department improvement to Collin County is \$1,111 in recurring expenditures.

# **FY 2018 Adopted Budget Summary**

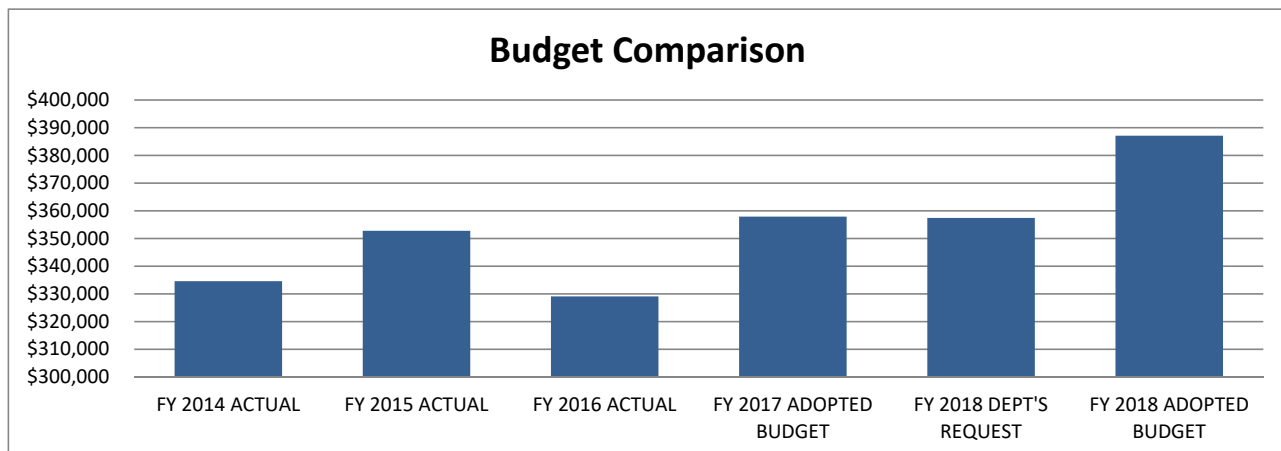
**District Court 401st**

## **EXPENDITURES**

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 325,925        | \$ 345,011        | \$ 323,565        | \$ 346,805                   | \$ 332,820        | \$ 346,332                   | \$ 375,403                   |
| <b>TRAINING</b>   | \$ 6,857          | \$ 4,701          | \$ 3,179          | \$ 7,483                     | \$ 5,674          | \$ 7,483                     | \$ 7,483                     |
| <b>OPERATIONS</b> | \$ 1,804          | \$ 3,080          | \$ 2,354          | \$ 3,610                     | \$ 2,524          | \$ 3,610                     | \$ 4,228                     |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | <b>\$ 334,585</b> | <b>\$ 352,791</b> | <b>\$ 329,097</b> | <b>\$ 357,898</b>            | <b>\$ 341,018</b> | <b>\$ 357,425</b>            | <b>\$ 387,114</b>            |

## **PERSONNEL**

|                            | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|----------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b> |                    |                    |                    |                   |                              |                    |
| Court Coordinator          | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Court Officer              | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Court Reporter             | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| District Judge             | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| <b>TOTAL</b>               | <b>4</b>           | <b>4</b>           | <b>4</b>           | <b>4</b>          | <b>0</b>                     | <b>4</b>           |



**DEPARTMENT IMPROVEMENTS**

The 401st District Court received funds for Peace Officer equipment. Included is a handgun, magazine, magazine carrier and a holster. Cost of this department improvement is \$618 in one-time expenditures.

The 401st District Court received TCOLE License Certification Pay funding. TCLOE recognizes a basic, intermediate, advanced and master licenses for these positions. Certification rate includes \$125.00 monthly for master license. Cost of this department improvement to Collin County is \$1,735 in recurring expenditures.

# **FY 2018 Adopted Budget Summary**

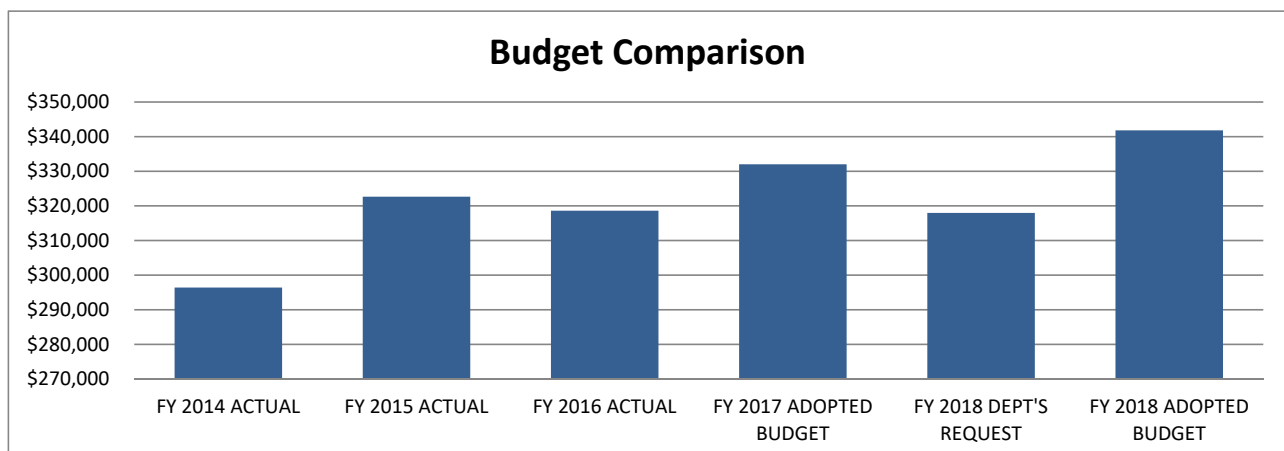
**District Court 416th**

## **EXPENDITURES**

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 288,866        | \$ 315,272        | \$ 310,186        | \$ 316,982                   | \$ 315,092        | \$ 306,685                   | \$ 329,922                   |
| <b>TRAINING</b>   | \$ 5,591          | \$ 4,865          | \$ 6,634          | \$ 7,315                     | \$ 4,965          | \$ 8,000                     | \$ 8,000                     |
| <b>OPERATIONS</b> | \$ 1,956          | \$ 2,511          | \$ 1,789          | \$ 7,713                     | \$ 5,461          | \$ 3,278                     | \$ 3,896                     |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | \$ 296,413        | \$ 322,648        | \$ 318,609        | \$ 332,010                   | \$ 325,518        | \$ 317,963                   | \$ 341,818                   |

## **PERSONNEL**

|                            | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|----------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b> |                    |                    |                    |                   |                              |                    |
| Court Reporter             | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Court Coordinator          | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Court Officer              | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| District Judge             | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| <b>TOTAL</b>               | 4                  | 4                  | 4                  | 4                 | 0                            | 4                  |



**DEPARTMENT IMPROVEMENTS**

The 416th District Court received funds for Peace Officer equipment. Included is a handgun, magazine, magazine carrier and a holster. Cost of this department improvement is \$618 in one-time expenditures.

# **FY 2018 Adopted Budget Summary**

**District Court 417th**

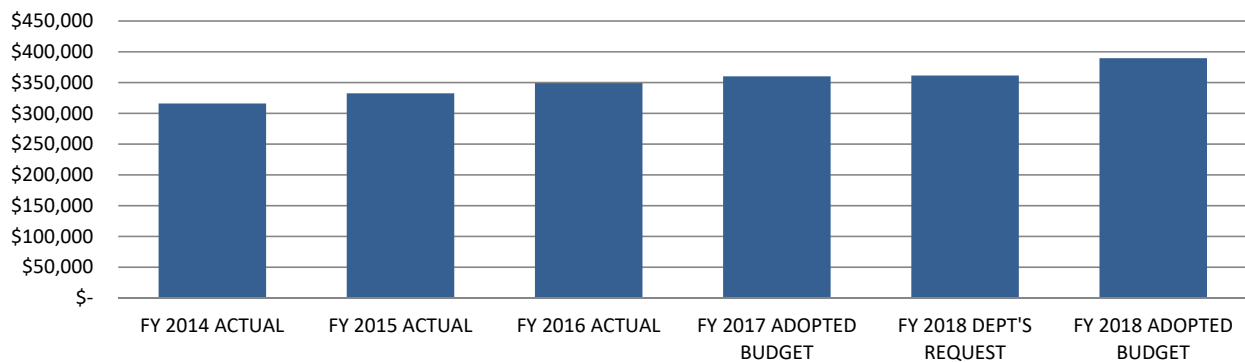
## **EXPENDITURES**

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 308,666        | \$ 327,384        | \$ 341,158        | \$ 348,898                   | \$ 348,707        | \$ 350,155                   | \$ 377,730                   |
| <b>TRAINING</b>   | \$ 3,382          | \$ 2,681          | \$ 4,348          | \$ 6,800                     | \$ 6,424          | \$ 6,800                     | \$ 6,800                     |
| <b>OPERATIONS</b> | \$ 4,010          | \$ 2,453          | \$ 3,660          | \$ 4,478                     | \$ 4,228          | \$ 4,478                     | \$ 5,096                     |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | <b>\$ 316,058</b> | <b>\$ 332,518</b> | <b>\$ 349,166</b> | <b>\$ 360,176</b>            | <b>\$ 359,359</b> | <b>\$ 361,433</b>            | <b>\$ 389,626</b>            |

## **PERSONNEL**

|                            | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|----------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b> |                    |                    |                    |                   |                              |                    |
| Court Coordinator          | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Court Officer              | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Court Reporter             | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| District Judge             | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| <b>TOTAL</b>               | <b>4</b>           | <b>4</b>           | <b>4</b>           | <b>4</b>          | <b>0</b>                     | <b>4</b>           |

## **Budget Comparison**



**DEPARTMENT IMPROVEMENTS**

The 417th District Court received funds for Peace Officer equipment. Included is a handgun, magazine, magazine carrier and a holster. Cost of this department improvement is \$618 in one-time expenditures.

# **FY 2018 Adopted Budget Summary**

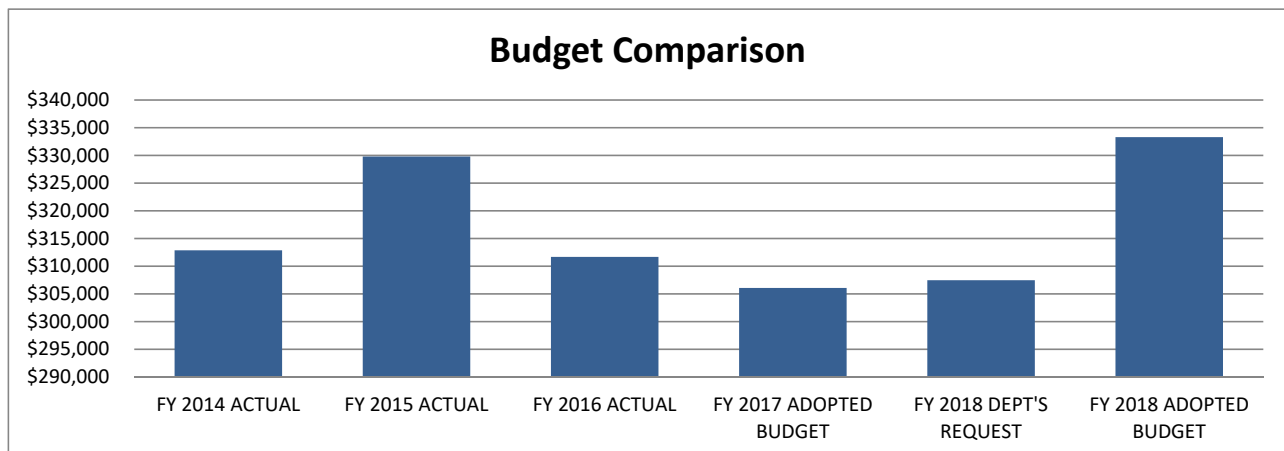
**District Court 429th**

## **EXPENDITURES**

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 308,211        | \$ 324,026        | \$ 305,465        | \$ 294,010                   | \$ 294,189        | \$ 295,398                   | \$ 319,163                   |
| <b>TRAINING</b>   | \$ 3,667          | \$ 3,726          | \$ 3,561          | \$ 7,093                     | \$ 1,245          | \$ 7,093                     | \$ 7,093                     |
| <b>OPERATIONS</b> | \$ 996            | \$ 2,048          | \$ 2,652          | \$ 4,975                     | \$ 3,265          | \$ 4,975                     | \$ 7,037                     |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | <b>\$ 312,874</b> | <b>\$ 329,800</b> | <b>\$ 311,678</b> | <b>\$ 306,078</b>            | <b>\$ 298,699</b> | <b>\$ 307,466</b>            | <b>\$ 333,293</b>            |

## **PERSONNEL**

|                            | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|----------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b> |                    |                    |                    |                   |                              |                    |
| Court Reporter             | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Court Coordinator          | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Court Officer              | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| District Judge             | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| <b>TOTAL</b>               | <b>4</b>           | <b>4</b>           | <b>4</b>           | <b>4</b>          | <b>0</b>                     | <b>4</b>           |



**DEPARTMENT IMPROVEMENTS**

The 429th District Court received funds for Peace Officer equipment. Included is a handgun, magazine, magazine carrier, taser and two holsters. Cost of this department improvement is \$2,062 in one-time expenditures.

The 429th District Court received TCOLE License Certification Pay funding. TCLOE recognizes a basic, intermediate, advanced and master licenses for these positions. Certification rate includes \$125.00 monthly for master license. Cost of this department improvement to Collin County is \$1,735 in recurring expenditures.

# FY 2018 Adopted Budget Summary

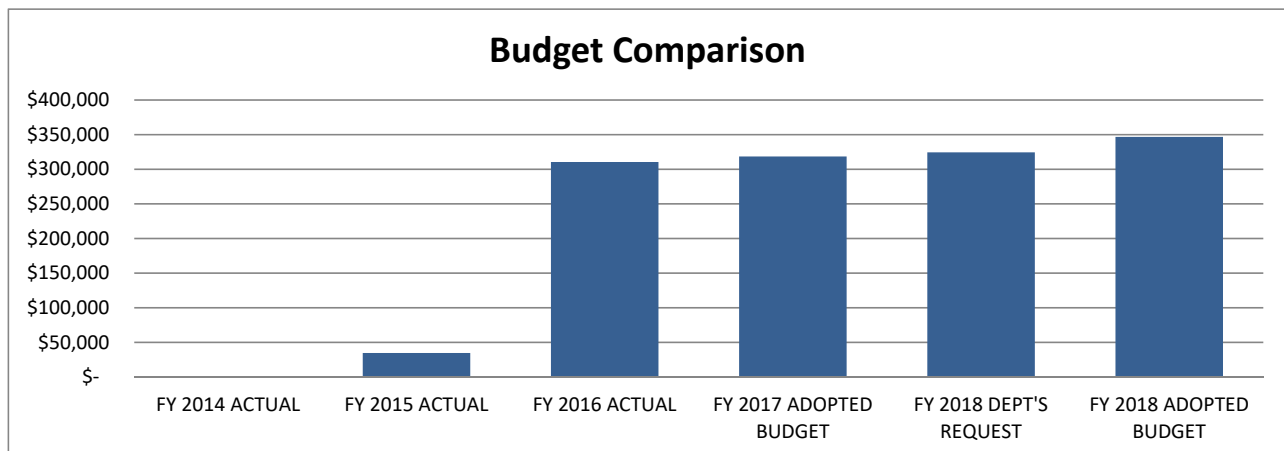
District Court 469th

## EXPENDITURES

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ -              | \$ 1,638          | \$ 294,820        | \$ 307,226                   | \$ 309,556        | \$ 310,449                   | \$ 334,838                   |
| <b>TRAINING</b>   | \$ -              | \$ -              | \$ 3,267          | \$ 7,000                     | \$ 2,783          | \$ 7,000                     | \$ 7,000                     |
| <b>OPERATIONS</b> | \$ -              | \$ 31,427         | \$ 12,425         | \$ 4,250                     | \$ 2,508          | \$ 6,950                     | \$ 4,868                     |
| <b>CAPITAL</b>    | \$ -              | \$ 1,599          | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | \$ -              | \$ 34,663         | \$ 310,513        | \$ 318,476                   | \$ 314,847        | \$ 324,399                   | \$ 346,706                   |

## PERSONNEL

|                            | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|----------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b> |                    |                    |                    |                   |                              |                    |
| Court Reporter             | 0                  | 1                  | 1                  | 1                 |                              | 1                  |
| Court Coordinator          | 0                  | 1                  | 1                  | 1                 |                              | 1                  |
| Court Officer              | 0                  | 1                  | 1                  | 1                 |                              | 1                  |
| District Judge             | 0                  | 1                  | 1                  | 1                 |                              | 1                  |
| <b>TOTAL</b>               | 0                  | 4                  | 4                  | 4                 | 0                            | 4                  |



**DEPARTMENT IMPROVEMENTS**

The 469th District Court received funds for Peace Officer equipment. Included is a handgun, magazine, magazine carrier and a holster. Cost of this department improvement is \$618 in one-time expenditures.

The 469th District Court received TCOLE License Certification Pay funding. TCLOE recognizes a basic, intermediate, advanced and master licenses for these positions. Certification rate includes \$55.00 monthly for intermediate license. Cost of this department improvement to Collin County is \$764 in recurring expenditures.

# FY 2018 Adopted Budget Summary

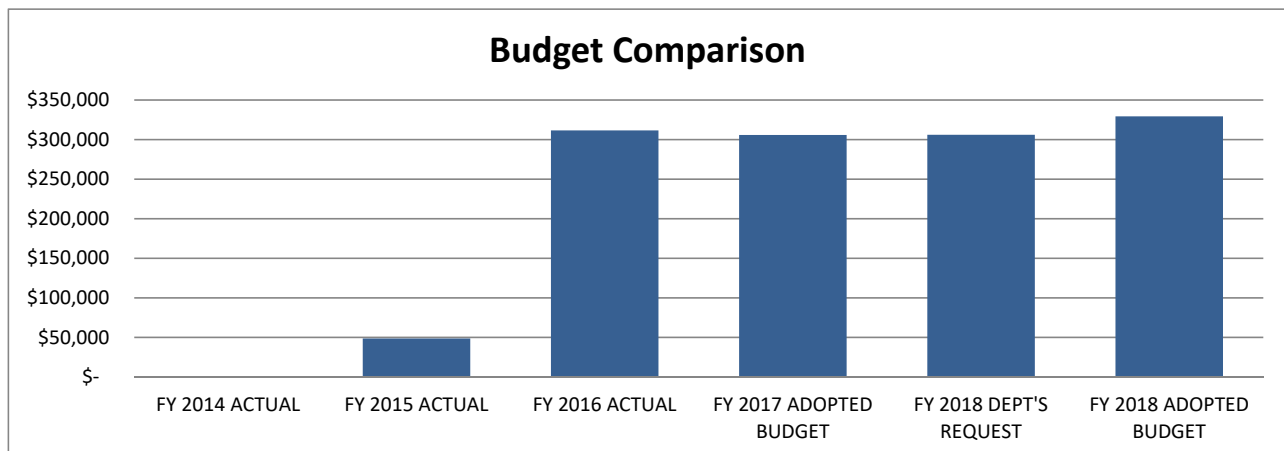
District Court 470th

## EXPENDITURES

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ -              | \$ 8,245          | \$ 289,316        | \$ 294,562                   | \$ 294,405        | \$ 294,780                   | \$ 317,512                   |
| <b>TRAINING</b>   | \$ -              | \$ -              | \$ 4,336          | \$ 7,000                     | \$ 3,689          | \$ 7,000                     | \$ 7,000                     |
| <b>OPERATIONS</b> | \$ -              | \$ 38,800         | \$ 17,980         | \$ 4,250                     | \$ 1,810          | \$ 4,250                     | \$ 4,868                     |
| <b>CAPITAL</b>    | \$ -              | \$ 1,599          | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | \$ -              | \$ 48,643         | \$ 311,632        | \$ 305,812                   | \$ 299,904        | \$ 306,030                   | \$ 329,380                   |

## PERSONNEL

|                            | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|----------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b> |                    |                    |                    |                   |                              |                    |
| Court Reporter             | 0                  | 1                  | 1                  | 1                 |                              | 1                  |
| Court Coordinator          | 0                  | 1                  | 1                  | 1                 |                              | 1                  |
| Court Officer              | 0                  | 1                  | 1                  | 1                 |                              | 1                  |
| District Judge             | 0                  | 1                  | 1                  | 1                 |                              | 1                  |
| <b>TOTAL</b>               | 0                  | 4                  | 4                  | 4                 | 0                            | 4                  |



**DEPARTMENT IMPROVEMENTS**

The 470th District Court received funds for Peace Officer equipment. Included is a handgun, magazine, magazine carrier and a holster. Cost of this department improvement is \$618 in one-time expenditures.

The 470th District Court received TCOLE License Certification Pay funding. TCLOE recognizes a basic, intermediate, advanced and master licenses for these positions. Certification rate includes \$55.00 monthly for intermediate license. Cost of this department improvement to Collin County is \$764 in recurring expenditures.

# FY 2018 Adopted Budget Summary

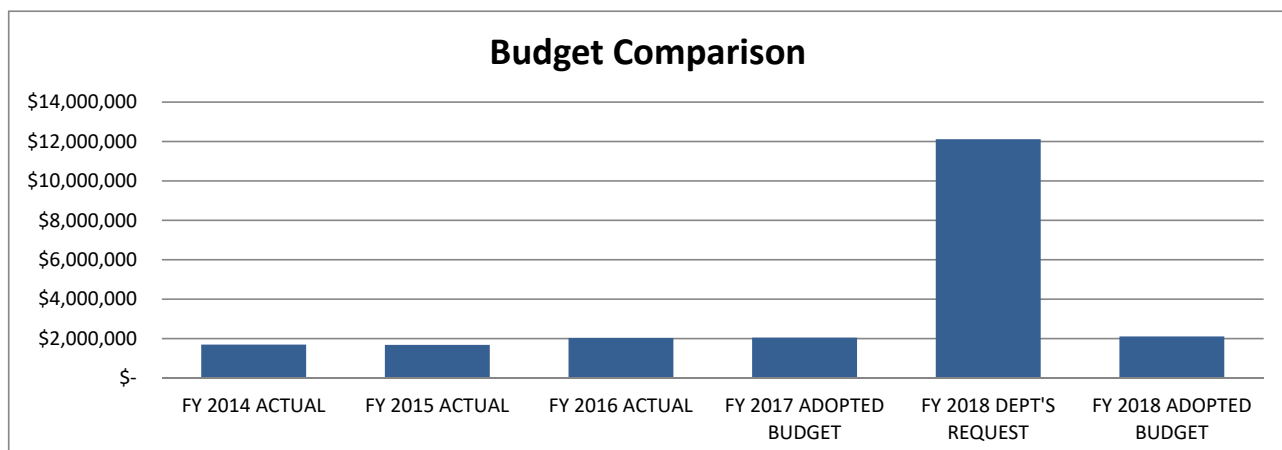
# Elections

## EXPENDITURES

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 1,527,707      | \$ 1,568,487      | \$ 1,687,187      | \$ 1,619,997                 | \$ 1,789,122      | \$ 1,685,529                 | \$ 1,681,532                 |
| <b>TRAINING</b>   | \$ 9,130          | \$ 4,194          | \$ 6,337          | \$ 15,000                    | \$ 13,213         | \$ 15,900                    | \$ 15,900                    |
| <b>OPERATIONS</b> | \$ 157,376        | \$ 108,300        | \$ 337,829        | \$ 412,762                   | \$ 291,368        | \$ 415,263                   | \$ 411,862                   |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ 10,000,000                | \$ -                         |
| <b>TOTAL</b>      | \$ 1,694,212      | \$ 1,680,981      | \$ 2,031,354      | \$ 2,047,759                 | \$ 2,093,703      | \$ 12,116,692                | \$ 2,109,294                 |

## PERSONNEL

|                              | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|------------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b>   |                    |                    |                    |                   |                              |                    |
| Asset Mgmt. Technician       | 2                  | 2                  | 2                  | 2                 |                              | 2                  |
| Dpty Elections Administrator | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Early Voting Coordinator     | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Election Supply & Ops Coord  | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Elections Administrator      | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Office Administrator         | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Voter Reg Analyst            | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Voter Reg Coordinator        | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Voter Reg/Elect Clerk        | 5                  | 5                  | 5                  | 5                 |                              | 5                  |
| Voter Reg/Elections Clk II   | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| <b>TOTAL</b>                 | 15                 | 15                 | 15                 | 15                | 0                            | 15                 |



**PURPOSE**

The Collin County Elections Department is responsible for conducting federal, state, county elections and provides election services contracts to political subdivisions for the conduct of local elections. The department is responsible for facilitating voter registration and for maintaining an accurate and up-to-date database of the registered voters in the county. Additionally, the department is responsible for maintaining campaign finance files, redistricting of voting precincts and maintenance/programming/testing of election equipment.

**MAJOR PROGRAMS****VOTER REGISTRATION DATABASE MAINTENANCE**

The List of Registered Voters is maintained for 525,000+ voters in accordance with state law. Proper street file maintenance is critical for precinct and district assignment. The office interfaces with cities, school districts, special utility districts, the Central Appraisal district, and the County's GIS Department for current street information. The list is maintained and provided to jurisdictions prior to elections. Voter History is maintained for elections conducted by the county and provided to interested parties.

**FY 2018 Goals & Objectives**

ABSENTEE BALLOT BY MAIL DIVISION - Restructure and streamline the absentee ballot by mail division of the elections department to include new software and equipment for the scanning and indexing of all absentee mail ballot applications and the returned envelopes containing voted ballots. The updated software will be used to store, track and process the scanned documents. This method will provide for a more efficient and secure way to process all mail balloting documents including annual absentee by mail applications that are valid for each election in a calendar year. The enhancement will also allow the ballot board to perform the required duties signature verification of the ballot applications and returned ballots via scanned images of the documents verses the current process that results in excessive handling of the hard copies documents.

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**ELECTIONS**

To conduct Federal, State, County and local contracted elections within the timeframe defined by statute. Ballots are prepared, election equipment and supplies furnished, and logistical and managerial components are coordinated by election staff. Polling locations, sample ballots, interactive maps and election information are posted to the County's website: publishing's are done in compliance with election law. Ballots are tabulated and election results are released to the entities and the public in a timely manner. Early voting by personal appearance, absentee ballot by mail and election day vote centers are conducted as prescribed by law. Quantities of voting equipment, polling locations, supplies and election workers must be adequate to accommodate anticipated voter turnout.

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**VOTING EQUIPMENT MAINTENANCE AND SECURITY**

The preparation, maintenance and testing of each voting machine and tabulation equipment is required by statute. The security management and tracking of all components is essential for the integrity of the election processes. Thorough auditing and record keeping before, during and after elections is required.

**FY 2018 Goals & Objectives**

PREPARATION OF RFP FOR A NEW VOTING SYSTEM - Begin composition of a RFP for a new voting system to replace the current voting system that was purchased in 2003. Develop a timeline for completion of the RFP, public demonstrations from potential bidders and identify process and participants for reviewing the submitted RFP's. Implementation of a new voting system in Collin County is estimated for late 2018 or early 2019.

**PUBLIC EDUCATION AND TRAINING**

Public education and training programs are provided for citizens and voters in Collin County that cover election law, voter registration, polling place procedures and the use of the voting equipment. Volunteer Deputy Registrars are trained and deputized to conduct voter registration drives and assist in the voter registration processes. Election workers are thoroughly trained on proper procedures, legal requirements and use of equipment for conducting elections.

**FY 2018 Goals & Objectives**

DEVELOP AN ELECTION EQUIPMENT TRAINING VIDEO - Develop an election equipment training video for use in training classes for election workers. The video will show a reenactment of the proper procedures for setting up and securing election equipment at the polling location, trouble shooting for equipment issues and shutting down procedures after the polls close. If possible, also load the video on the E-Pollbook laptop computers used in the polling location for quick reference by the election workers.

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**CAMPAIGN FINANCE**

Maintain campaign finance reports and campaign treasurer designations filed by county level candidates, office holders and specific purpose political action committees. Reports are maintained in both hard copy and scanned/indexed electronic formats. Campaign finance reports are maintained in accordance with regulations outlined under Title 15 of the Texas Election Code. Forms filed under Title 15 are public records and must be made available for public inspection.

**FY 2018 Goals & Objectives**

ELECTION SERVICES CONTRACTING PROCESSES - Develop new and improved processes relating to election services contracting procedures. Introduce new software that will enhance the end-to-end development of election services contracts including legal requirements, detailed costs for conducting the election and itemized cost apportionment for each of the participating entities. In addition, research ways to streamline and improve the turnaround time for completing election worker payroll entries.

# FY 2018 Adopted Budget Summary

# Emergency Management

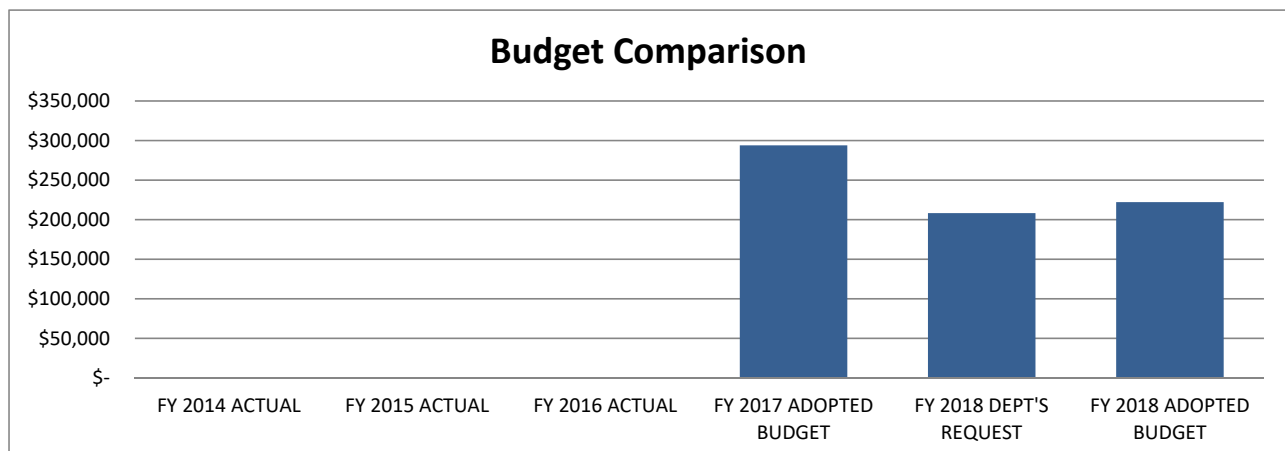
## EXPENDITURES

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ -              | \$ -              | \$ -              | \$ 273,284                   | \$ 199,195        | \$ 178,146                   | \$ 192,081                   |
| <b>TRAINING</b>   | \$ -              | \$ -              | \$ -              | \$ 7,200                     | \$ 2,409          | \$ 17,200                    | \$ 17,200                    |
| <b>OPERATIONS</b> | \$ -              | \$ -              | \$ -              | \$ 13,520                    | \$ 12,871         | \$ 12,920                    | \$ 12,920                    |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | \$ -              | \$ -              | \$ -              | \$ 294,004                   | \$ 214,475        | \$ 208,266                   | \$ 222,201                   |

Homeland Security Split Into Emergency Management and Fusion Center Effective FY 2017

## PERSONNEL

|                            | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|----------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b> |                    |                    |                    |                   |                              |                    |
| Asst Emergency Mgmt.       |                    |                    |                    |                   |                              |                    |
| Specialist                 | 0                  | 0                  | 1                  | 1                 |                              | 1                  |
| Emergency Manager          | 0                  | 0                  | 1                  | 1                 |                              | 1                  |
| HLS Coordinator            | 0                  | 0                  | 2                  | 0                 |                              | 0                  |
| <b>PART-TIME POSITIONS</b> |                    |                    |                    |                   |                              |                    |
| Administrative Assistant   | 0                  | 0                  | 1                  | 0                 |                              | 0                  |
|                            | 0                  | 0                  | 5                  | 2                 | 0                            | 2                  |



**PURPOSE**

To reduce the risk to citizens of Collin County from threats of domestic and international terrorism, natural disasters, and man made disasters by collaborating with local, state and federal governments, local school districts, universities and appropriate private organizations to develop, implement and respond to security and emergency concerns while protecting the privacy, civil rights and civil liberties of all citizens.

**MAJOR PROGRAMS****ADMINISTRATION/TRAINING**

Follow the goals, objectives, and standards set forth by the Collin County Commissioners Court and the Collin County Administrator. Collin County Office of Emergency Management ensures the hiring of qualified personnel. The administration will properly train and provide all resources necessary for personnel to efficiently function at a high level. This administration deals with daily operations of employee supervision, grant funding applications, internal and external reporting, planning, and writing policy and procedure manuals. Community Outreach which includes, exercises, training, presentations, tours of facilities, and public education are a large part of Emergency Management. Meeting with Federal, State, and Local jurisdictions make up a large part of the Emergency Management office. We have established a solid organizational relationship with numerous agencies which will benefit the citizens of Collin County for years to come.

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**EMERGENCY MANAGEMENT**

The Collin County Emergency Operations Center (EOC) is a functional facility set up with operational, planning and logistical support to local jurisdictions during natural or man-made disasters. The EOC is on-call 24 hours a day 7 days a week and has a goal to be up and running within 1 hour of the emergency call.

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**DEPARTMENT IMPROVEMENTS**

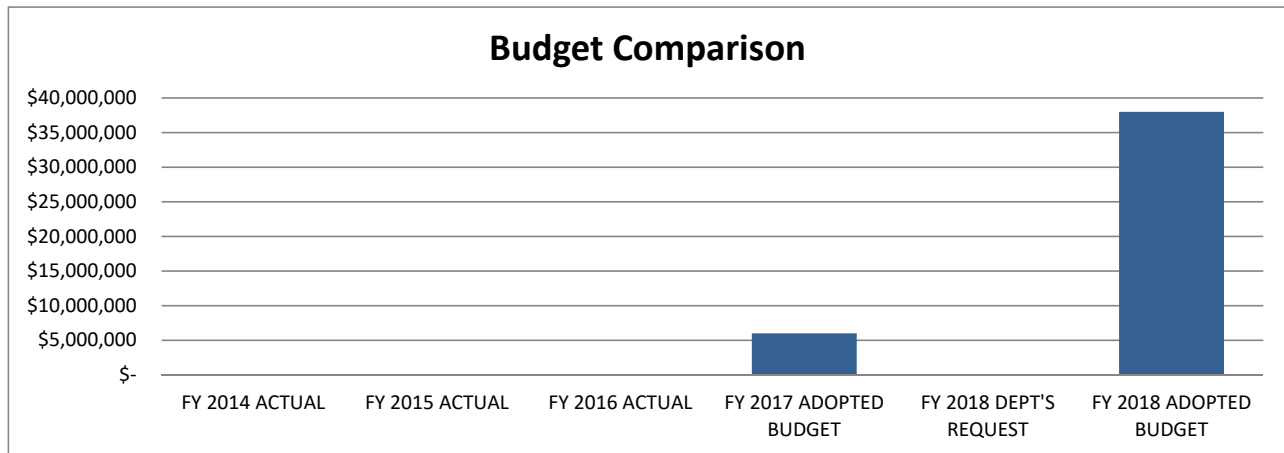
Emergency Management received an increase in Education and Conference for Everbridge software training. The funding increase will provide in-house training for department users and system administrators, address specific department needs, upgrades and provide onsite web-based training throughout the year. Cost of this department improvement to Collin County is \$10,000 in on-time expenditures.

# FY 2018 Adopted Budget Summary

**Engineering**  
Road & Bridge Construction

## EXPENDITURES

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TRAINING</b>   | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>OPERATIONS</b> | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ 6,000,000                 | \$ -              | \$ -                         | \$ 38,000,000                |
| <b>TOTAL</b>      | \$ -              | \$ -              | \$ -              | \$ 6,000,000                 | \$ -              | \$ -                         | \$ 38,000,000                |



**DEPARTMENT IMPROVEMENTS**

Engineering received funding for major road construction projects. Funding will be used for right of way acquisition on segments of the Outer Loop as well as the Dallas North Tollway Southbound Service Road from FM 428 to US 380. Cost of this department improvement to Collin County is \$38,000,000 in one-time expenditures.

# FY 2018 Adopted Budget Summary

# Equipment Services

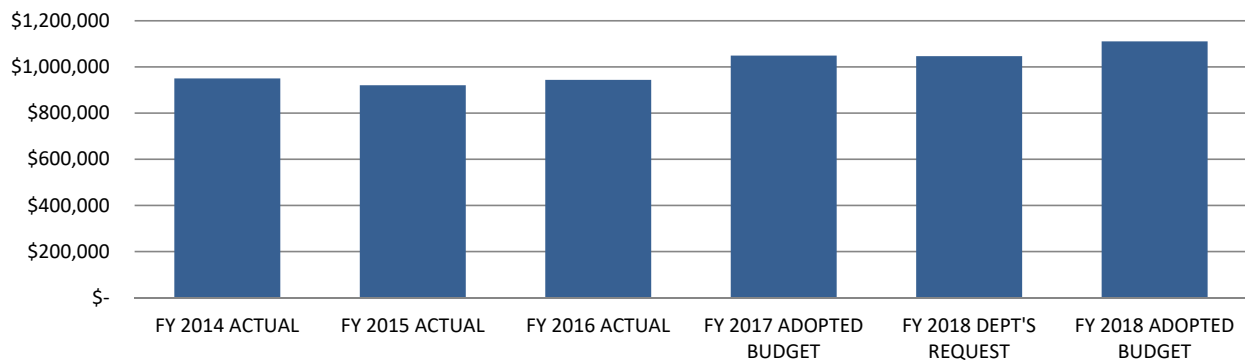
## EXPENDITURES

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 929,563        | \$ 891,101        | \$ 915,132        | \$ 993,873                   | \$ 955,290        | \$ 991,311                   | \$ 1,055,542                 |
| <b>TRAINING</b>   | \$ 3,549          | \$ 3,517          | \$ 3,808          | \$ 13,000                    | \$ 4,520          | \$ 13,000                    | \$ 13,000                    |
| <b>OPERATIONS</b> | \$ 17,055         | \$ 26,056         | \$ 24,994         | \$ 42,255                    | \$ 26,147         | \$ 42,255                    | \$ 42,255                    |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | \$ 950,167        | \$ 920,674        | \$ 943,934        | \$ 1,049,128                 | \$ 985,957        | \$ 1,046,566                 | \$ 1,110,797                 |

## PERSONNEL

|                            | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|----------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b> |                    |                    |                    |                   |                              |                    |
| Administrative Secretary   | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Asset Management           | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Equipment Services Manager | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Equipment Technician       | 7                  | 7                  | 7                  | 7                 |                              | 7                  |
| Fleet Analyst              | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Parts Warehouse Supervisor | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Shop Coordinator           | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Shop Technician            | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| <b>TOTAL</b>               | 14                 | 14                 | 14                 | 14                | 0                            | 14                 |

## Budget Comparison



## FY 2018 Adopted Budget Summary

## Equipment Services

### PURPOSE

To maintain each unit in the County fleet in a safe, operable condition using the most cost-effective measures available. Providing for the safety & extended life of the County's vehicles and equipment by having a replacement schedule in place, performing preventative maintenance, offering specification writing training and fuel management.

### MAJOR PROGRAMS

#### **VEHICLE EQUIPMENT MAINTENANCE**

This program includes vehicle and equipment repairs, preventive maintenance service, state inspections and emergency generator service. Repair and maintenance of Collin County vehicles and mechanized equipment.

| PERFORMANCE MEASURES                                            | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|-----------------------------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| # of Job Orders completed                                       | 5,769             | 6,180             | 5,050             | 4,207             | 4,028             | 4,100               |
| # of Job Orders completed on time                               | 5,700             | 5,993             | 4,840             | 4,038             | 3,827             | 3,895               |
| # of vehicle re-do's and bring backs                            | 115               | 100               | 90                | 76                | 80                | 82                  |
| # of days delayed on units scheduled for preventive maintenance | 14                | 14                | 14                | 14                | 14                | 14                  |

#### **VEHICLE EQUIPMENT PROCUREMENT**

This program includes preparing replacement schedules, specification writing, working with purchasing to order vehicles and equipment, taking delivery of new equipment, new equipment check-in and setting up new vehicle files.

| PERFORMANCE MEASURES                                                                                                  | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|-----------------------------------------------------------------------------------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| New fleet units in service within 45 days of Order and receive grounds equipment before the end of the second quarter | 75<br>100%        | 67<br>100%        | 88<br>100%        | 100<br>100%       | 49<br>100%        | 62<br>100%          |

#### **WAREHOUSE LOGISTICS**

This program includes vehicle and equipment parts orders, parts received, parts stocked, parts issued, and parts referencing. It also involves Inventory system data entry and maintenance.

| PERFORMANCE MEASURES                                                                                       | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|------------------------------------------------------------------------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| To distribute parts to Equipment Technicians within 1/2 day of request                                     | 90%               | 90%               | 85%               | 85%               | 90%               | 90%                 |
| To update inventory on a daily basis to ensure inventory on hand is a reflection of action in-stock items. | 90%               | 90%               | 95%               | 90%               | 90%               | 95%                 |

#### **FUEL MANAGEMENT**

This program includes fuels ordered & received, monitoring the fuel inventories at 5 County locations, lubricant management, leak testing, and vapor recovery testing.

**FY 2018 Adopted Budget Summary****Equipment Services****FUEL MANAGEMENT CONTINUED**

| PERFORMANCE MEASURES                                                                                                                                                 | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| To maintain fuel inventories at appropriate level in order to take advantage of price incentives for minimum gallons ordered.<br>(Service Center = 7,000 gals/order) | 80%               | 50%               | 61%               | 60%               | 53%               | 60%                 |
| Perform monthly checks to insure the inventories match Fuel Master inventories 100% of the time                                                                      | 100%              | 100%              | 100%              | 100%              | 100%              | 100%                |

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**ADMINISTRATION**

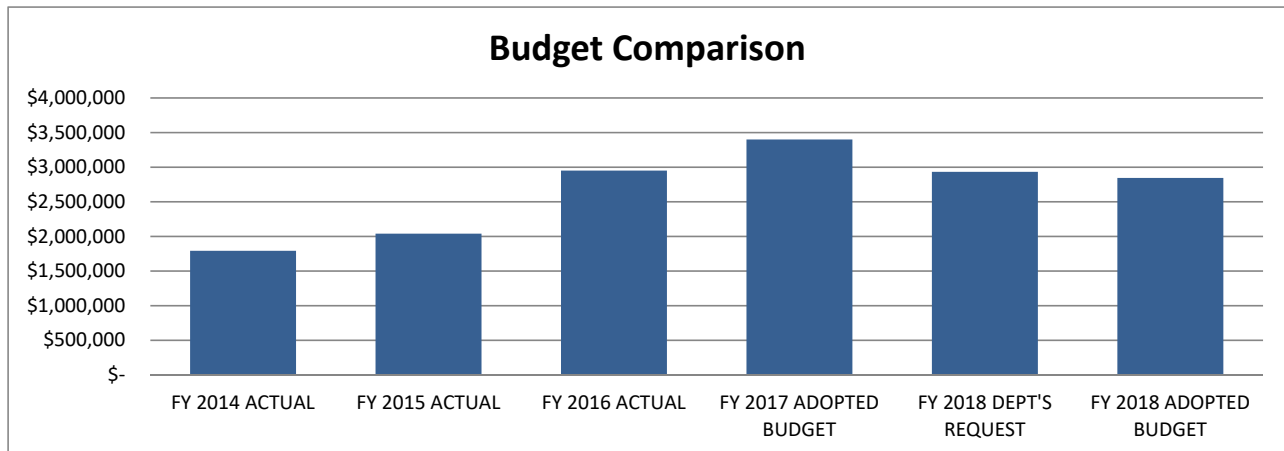
To assist departments in specifying vehicles and equipment by furnishing the most current unit cost data and specifying 90% of new fleet units with the cleanest and lowest emission engine available.

## FY 2018 Adopted Budget Summary

## Equipment Services - Shared

### EXPENDITURES

|                   | FY 2014<br>ACTUAL   | FY 2015<br>ACTUAL   | FY 2016<br>ACTUAL   | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL   | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|---------------------|---------------------|---------------------|------------------------------|---------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ -                | \$ -                | \$ -                | \$ -                         | \$ -                | \$ -                         | \$ -                         |
| <b>TRAINING</b>   | \$ -                | \$ -                | \$ -                | \$ -                         | \$ -                | \$ -                         | \$ -                         |
| <b>OPERATIONS</b> | \$ 1,267,369        | \$ 744,072          | \$ 677,017          | \$ 1,798,501                 | \$ 723,233          | \$ 1,798,716                 | \$ 1,776,206                 |
| <b>CAPITAL</b>    | \$ 525,311          | \$ 1,296,084        | \$ 2,274,207        | \$ 1,601,200                 | \$ 1,169,316        | \$ 1,134,450                 | \$ 1,068,850                 |
| <b>TOTAL</b>      | <b>\$ 1,792,680</b> | <b>\$ 2,040,156</b> | <b>\$ 2,951,223</b> | <b>\$ 3,399,701</b>          | <b>\$ 1,892,549</b> | <b>\$ 2,933,166</b>          | <b>\$ 2,845,056</b>          |



**PURPOSE**

To maintain each shared unit in the County fleet in a safe, operable condition using the most cost-effective measures available. Providing for the safety & extended life of the County's shared vehicles and equipment by having a replacement schedule in place, performing preventative maintenance, offering specification writing training and fuel management.

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**DEPARTMENT IMPROVEMENTS**

Equipment Services Shared received funding for County-wide fleet replacement. The total cost of this department improvement is \$1,085,670 in one-time expenditures to Collin County.

## FY 2018 Adopted Budget Summary

## Enterprise Resource Planning (ERP)

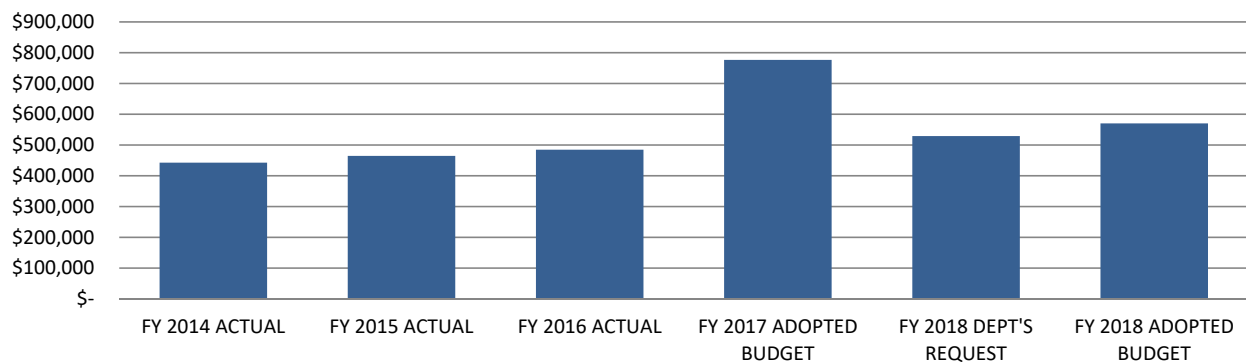
### EXPENDITURES

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 439,936        | \$ 462,933        | \$ 480,590        | \$ 495,412                   | \$ 497,421        | \$ 497,769                   | \$ 538,958                   |
| <b>TRAINING</b>   | \$ 2,677          | \$ 1,668          | \$ 3,990          | \$ 30,750                    | \$ 9,252          | \$ 30,575                    | \$ 30,575                    |
| <b>OPERATIONS</b> | \$ 29             | \$ -              | \$ 173            | \$ 525                       | \$ -              | \$ 700                       | \$ 700                       |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ 250,000                   | \$ 39,075         | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | <b>\$ 442,641</b> | <b>\$ 464,601</b> | <b>\$ 484,753</b> | <b>\$ 776,687</b>            | <b>\$ 545,748</b> | <b>\$ 529,044</b>            | <b>\$ 570,233</b>            |

### PERSONNEL

|                            | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|----------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b> |                    |                    |                    |                   |                              |                    |
| Senior System Analyst/Prog | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Senior Project Manager     | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| System Analyst/Programmer  | 2                  | 2                  | 2                  | 2                 |                              | 2                  |
| <b>TOTAL</b>               | <b>4</b>           | <b>4</b>           | <b>4</b>           | <b>4</b>          | <b>0</b>                     | <b>4</b>           |

### Budget Comparison



# FY 2018 Adopted Budget Summary

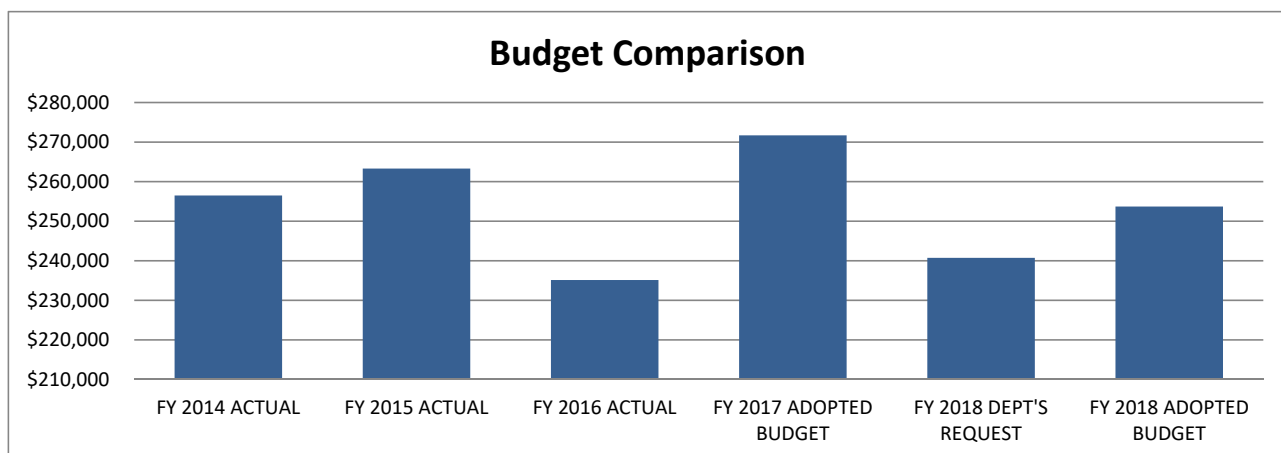
Extension Office

## EXPENDITURES

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 242,721        | \$ 250,759        | \$ 225,777        | \$ 254,639                   | \$ 201,028        | \$ 222,798                   | \$ 235,768                   |
| <b>TRAINING</b>   | \$ 8,606          | \$ 6,779          | \$ 4,255          | \$ 11,100                    | \$ 5,455          | \$ 11,100                    | \$ 11,100                    |
| <b>OPERATIONS</b> | \$ 5,173          | \$ 5,763          | \$ 5,095          | \$ 5,970                     | \$ 5,673          | \$ 6,846                     | \$ 6,846                     |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | \$ 256,500        | \$ 263,301        | \$ 235,127        | \$ 271,709                   | \$ 212,156        | \$ 240,744                   | \$ 253,714                   |

## PERSONNEL

|                               | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|-------------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b>    |                    |                    |                    |                   |                              |                    |
| Administrative Secretary      | 2                  | 2                  | 2                  | 2                 |                              | 2                  |
| County Ext Agent-4H           | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| County Ext Agent-Agriculture  | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| County Ext Agent-Home         | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Economic                      |                    |                    |                    |                   |                              |                    |
| County Ext Agent-Horticulture | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| <b>PART-TIME POSITIONS</b>    |                    |                    |                    |                   |                              |                    |
| Tech I                        | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| <b>TOTAL</b>                  | 7                  | 7                  | 7                  | 7                 | 0                            | 7                  |



**PURPOSE**

To provide quality, relevant outreach, and continuing education programs and services to the citizens of Collin County.

**MAJOR PROGRAMS****FAMILY AND COMMUNITY HEALTH**

Excessive weight and inactivity are consistently linked with increased incidence of chronic diseases. More than 2/3 of adults and nearly 1/3 of children and teens are obese or overweight, and Texas ranks as the 11th most obese state in the nation. Increased physical activity and improved eating habits have been associated with a greater ability to manage the complications of certain chronic diseases and delay the onset in individuals at risk. As a response, AgriLife has developed healthy lifestyle programs to be able to address these issues with an evidence based approach through education.

**FY 2018 Goals & Objectives**

Increase knowledge and adoption of best practices related to the prevention of and self-care related to certain chronic diseases. This includes appropriate dietary changes, increased physical activity, weight loss, weight management, and obtaining regular health screenings. Education will also focus on the increased risk of developing complications associated with chronic disease and best practices related to reducing ones risk of developing these complications. Although open to all, implementation will be focused on those with or at risk of developing certain chronic diseases and will be provided through Texas A&M AgriLife Extension programs such as: Fresh Start to a Healthier You Walk Across Texas!, Dinner Tonight Cooking Schools, LGEG, Youth Nutrition Classes and Cooking Well with Diabetes.

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**AGRICULTURE AND NATURAL RESOURCES**

The Agriculture and Natural Resources program produces and implements educational seminars, programs, clinics, and workshops that provide small acreage landowners with the basic knowledge and skills for several different types of agricultural enterprises. This program is centered on research based information with conservation of county natural resources as a major focal point.

**FY 2018 Goals & Objectives**

- To provide educational seminars, programs, and clinics that will provide small acreage landowners with basic knowledge and skills for different types of agricultural enterprises that will include livestock, forages, crops, horses, and horticulture; 50% of participants increase their knowledge of fundamental concepts and management practices.
  - To educate Collin County residents to improve their stewardship of the environment and Texas' natural resources.
- 

**4H AND YOUTH DEVELOPMENT**

The 4-H and Youth Development program is designed to prepare youth to meet the challenges of childhood, adolescence and adulthood, through a coordinated, long-term, progressive series of educational experiences that enhance life skills and develop social, emotional, physical and cognitive competencies. This is achieved in Collin County through 6 community 4-H clubs as well as ongoing curriculum enrichment programs with the 22 school districts that reach into Collin County. Highlights include character education, nutrition education, agriculture education, life science curriculum, Junior Master Gardener programs, environmental science, personal development of youth, and county, state and national leadership development.

**FY 2018 Goals & Objectives**

- To foster the development of responsible, productive, and self-motivated youth and adults by developing and encouraging life skills through all types of learning environments including community service, livestock shows, project activities, leadership opportunities and competitions. This year's goal is to grow and advance the 4-H organization by promotion, marketing and increasing enrollment numbers.

## HORTICULTURE

Collin County Extension Horticulture is focused on improving the quality of life and environmental sustainability through education, research, and demonstration programs in the areas of landscaping, gardening, and farming. Increasing the understanding by the citizens of the principal and practices of Earth-Kind Environmental Stewardship will have a positive effect on environmental quality, beautification, and overall success in the landscapes and gardens. The goals of Earth-Kind are to conserve water, reduce pollution, reduce yard wastes, and conserve energy. These efforts extend into the area of Horticulture Crop Production. Extension is directly involved in improving the success of farmers growing horticulture crops. Through a multi-faceted educational approach we improve the ability of farmers to produce and market food crops and ornamentals, while remaining economically profitable. The Horticulture Program and Crops Committees help identify educational programming needs that will have an impact in our community.

### FY 2018 Goals & Objectives

- The Collin County Extension Horticulture Program will help conserve and protect natural resources through the use of environmental friendly landscape and garden management system. Improve residents' ability to be successful in their garden and landscapes. Increase production and profitability of farming of horticulture crops while preserving and protecting the environment. Target of 75% of participants indicating increase knowledge of Earth Kind fundamental concepts. Target of 75% of participants adopting practices.

## ADMINISTRATION

Administrative Assistants play a vital role: answering phones, assisting walk-in customers, answering questions, handling day-to-day activities, providing clerical assistance (preparing newsletters and correspondence, sending news releases, developing flyers and handouts, etc.), maintaining data bases, preparing special and routine reports, keeping track of the budget, coordinating volunteers and equipment. Administrative Assistants are responsible for running the office so that professional staff members can devote their time to educational activities, training volunteers, etc.

### FY 2018 Goals & Objectives

- Provide quality customer service by telephone, in person, and by mail/email.

| PERFORMANCE MEASURES                                          | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|---------------------------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| Volunteers Involved <i>(reporting change in FY 2007)</i>      | 4,470             | 4,130             | 5,345             | 3,883             | 3,202             | 2,500               |
| Contacts by Volunteers                                        | 81,054            | 52,118            | 33,852            | 24,198            | 31,069            | 20,000              |
| Attendance at Volunteer Conducted Programs<br>(group methods) | 65,114            | 53,570            | 67,847            | 23,873            | 16,802            | 15,582              |
| # of Volunteer Conducted Group Meetings                       | 1,335             | 1,141             | 1,395             | 773               | 427               | 411                 |
| Contacts by Agents                                            | 107,563           | 121,996           | 113,475           | 65,763            | 32,748            | 20,000              |
| Education Programs Conducted                                  | 509               | 535               | 583               | 474               | 416               | 300                 |
| Attendance at Agent Conducted Programs<br>(group methods)     | 14,700            | 26,605            | 41,415            | 20,609            | 21,515            | 18,000              |
| Newsletters/Publications Distributed                          | 177,791           | 201,515           | 174,100           | 104,787           | 88,998            | 4,000               |
| Media Outreach                                                | 259               | 1,988             | 1,415             | 224               | 53                | 10                  |
| Volunteer Hours Donated                                       | 46,673            | 47,757            | 48,629            | 43,324            | 39,741            | 25,000              |
| Average Hrs. Worked per Volunteer Trained                     | 10.4              | 11.6              | 9.1               | 11.2              | 12.4              | 55                  |
| Dollar Value of Volunteer Support                             | \$ 1,007,914      | \$ 1,020,088      | \$ 1,038,715      | \$ 925,403        | \$ 871,283        | \$534,000           |
| Increase in Knowledge/Skills and Behavioral<br>Change         | 100%              | 100%              | 100%              | 100%              | 100%              | 100%                |
| Participants "mostly satisfied" with Extension<br>Programs    | 100%              | 100%              | 100%              | 100%              | 100%              | 100%                |
| Total Extension Program Participants                          | 250,741           | 230,741           | 243,157           | 129,935           | 106,329           | 75,000              |
| # of Telephone Calls                                          | 14,450            | 12,968            | 11,210            | 8,306             | 7,897             | 6,500               |

## **FY 2018 Adopted Budget Summary**

## **Extension Office**

### **ADMINISTRATION CONTINUED**

#### **FY 2018 Goals & Objectives**

| <b>PERFORMANCE MEASURES</b>      | <b>FY 2013<br/>ACTUAL</b> | <b>FY 2014<br/>ACTUAL</b> | <b>FY 2015<br/>ACTUAL</b> | <b>FY 2016<br/>ACTUAL</b> | <b>FY 2017<br/>ACTUAL</b> | <b>FY 2018<br/>ESTIMATE</b> |
|----------------------------------|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|-----------------------------|
| # of Office Visits               | 2,830                     | 2,701                     | 2,190                     | 1,284                     | 1,605                     | 1,000                       |
| # of Clientele Visits            | 589                       | 590                       | 567                       | 282                       | 198                       | 143                         |
| # of Correspondence              | 130,054                   | 112,050                   | 104,468                   | 70,948                    | 58,495                    | 40,000                      |
| Participants in Online Education | n/a                       | n/a                       | n/a                       | n/a                       | 14600*                    | 10,000                      |
| Website Visits                   | n/a                       | n/a                       | n/a                       | n/a                       | 50244*                    | 9,600                       |
| Social Media Contacts            | n/a                       | n/a                       | n/a                       | n/a                       | 305858*                   | 24,000                      |

\*Measures began in January 2017

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### **DEPARTMENT IMPROVEMENTS**

The Extension Office received funds for new video editing software. The software will allow the department to record, edit and publish educational videos as well as increase their ability to reach a larger, more diverse number of clientele. Cost of this department improvement to Collin County is \$876 in one-time expenditures.

# FY 2018 Adopted Budget Summary

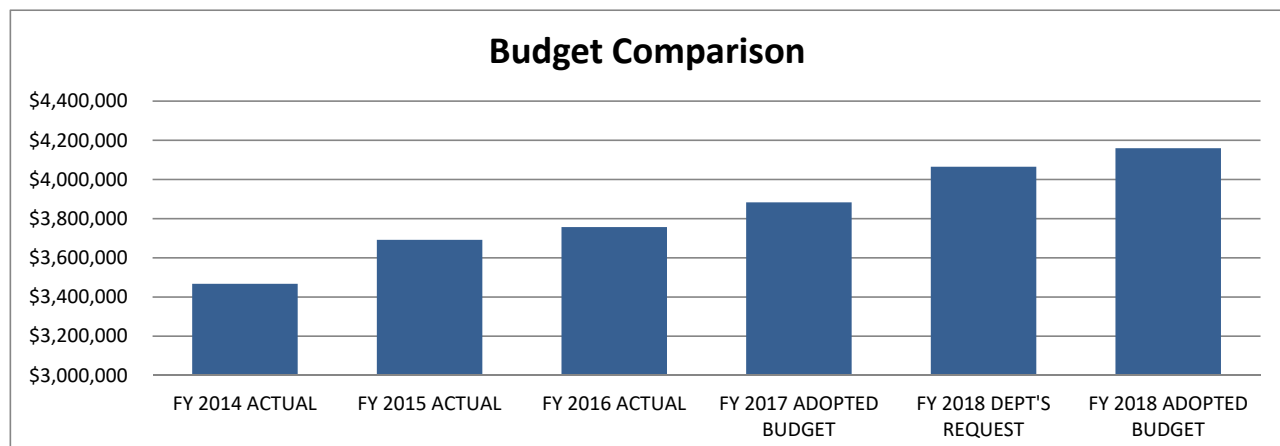
# Facilities Management

## EXPENDITURES

|                   | FY 2014<br>ACTUAL   | FY 2015<br>ACTUAL   | FY 2016<br>ACTUAL   | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL   | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|---------------------|---------------------|---------------------|------------------------------|---------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 3,384,930        | \$ 3,581,773        | \$ 3,680,436        | \$ 3,733,875                 | \$ 3,691,905        | \$ 3,823,927                 | \$ 3,976,047                 |
| <b>TRAINING</b>   | \$ 4,632            | \$ 3,687            | \$ 3,388            | \$ 20,072                    | \$ 7,799            | \$ 20,072                    | \$ 20,072                    |
| <b>OPERATIONS</b> | \$ 55,394           | \$ 55,752           | \$ 57,320           | \$ 89,119                    | \$ 56,592           | \$ 97,619                    | \$ 83,008                    |
| <b>CAPITAL</b>    | \$ 22,589           | \$ 50,640           | \$ 15,937           | \$ 40,200                    | \$ 37,955           | \$ 123,416                   | \$ 80,416                    |
| <b>TOTAL</b>      | <b>\$ 3,467,544</b> | <b>\$ 3,691,851</b> | <b>\$ 3,757,082</b> | <b>\$ 3,883,266</b>          | <b>\$ 3,794,251</b> | <b>\$ 4,065,034</b>          | <b>\$ 4,159,543</b>          |

## PERSONNEL

|                             | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|-----------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b>  |                    |                    |                    |                   |                              |                    |
| Building Maint Tech I       | 7                  | 7                  | 8                  | 8                 | 1                            | 9                  |
| Building Maint Tech II      | 14                 | 14                 | 14                 | 14                |                              | 14                 |
| CAD Operator                | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Control Room Operator       | 6                  | 6                  | 6                  | 6                 |                              | 6                  |
| Director of Facilities      | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Facilities Maint Tech I     | 0                  | 1                  | 0                  | 0                 |                              | 0                  |
| Facilities Tech Coordinator | 4                  | 4                  | 5                  | 5                 |                              | 5                  |
| Grounds Keeper              | 5                  | 5                  | 5                  | 5                 | 1                            | 5                  |
| Housekeeping Coordinator    | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Maintenance Specialist      | 4                  | 4                  | 4                  | 4                 |                              | 4                  |
| Office Administrator        | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Painter                     | 0                  | 0                  | 0                  | 0                 | 1                            | 0                  |
| Parts Specialist            | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Planner/Scheduler           | 1                  | 1                  | 0                  | 0                 |                              | 0                  |
| Secretary                   | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Superintendent              | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Utility Manager             | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| <b>TOTAL</b>                | <b>49</b>          | <b>50</b>          | <b>50</b>          | <b>50</b>         | <b>3</b>                     | <b>51</b>          |



**PURPOSE**

To maintain all county facilities in a cost-effective manner that is environmentally friendly, conforms to life safety code and legislatively compliant and to preserve the aesthetics that reflect the strategic goals of Collin County.

**MAJOR PROGRAMS****ADMINISTRATION**

Continue to meet State mandated energy efficiency by using energy management technology, i.e. Power Logic, thermal storage and variable frequency drives. To manage daily operations in a more cost effective manner by overseeing inventory and materials; Improve production through better time management of personnel; Continue to be fiscally responsible for the good and betterment of Collin County Government.

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**24 HOUR MONITORING**

Mandatory: Monitor fire alarm systems on a 24-hour basis and generate a daily report on smoke alarms to ensure proper system operation. Strategic: Produce monthly report of energy consumption by monitoring metering systems. Monitor security cameras to prevent damage or loss to County assets.

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**FACILITIES MAINTENANCE**

Mandatory: To complete 90% of scheduled work orders in the jail facilities in a timely manner to ensure compliance with State Jail Standards. Respond to emergency situations that involve life safety codes in all County facilities within two hours of the initial report. Strategic: To perform weekly and monthly preventative maintenance checklist in order to prevent costly repairs or replacement of equipment and avoid damage to the facilities themselves.

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**CONTRACT OUTSOURCING**

Mandatory Contract Outsourcing: Ensure all mandated inspections be scheduled far enough in advance in order to correct problems if necessary and re-inspected so that any licensing fees can be processed before the expiration date, i.e. elevators, back-flow preventer inspection, extermination, vent-a-hood certification, boiler inspections . Strategic Contract Outsourcing: To ensure housekeeping contractors clean all areas of County offices to contract specifications by delivering supplies and performing weekly inspections.

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**HVAC MAINTENANCE**

Mandatory: To complete HVAC work orders within two days 85% of the time at the jail facilities to comply with air quality and temperature settings dictated by the Jail Commission. Complete preventative maintenance checklist on a regular basis to promote the efficiency of the equipment.

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**GROUNDS MAINTENANCE**

Mandatory: Complete scheduled ground maintenance activities of County facilities each week 90% of the time to comply with City ordinances. Strategic: To maintain the appearance of Collin County grounds by removing trash and providing insect control weekly.

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**DEPARTMENT IMPROVEMENTS**

Facilities Management received funds for various tools. This equipment will aid in the completion of scheduled work orders. Cost of this department improvement to Collin County is \$14,266 in one-time expenditures.

**DEPARTMENT IMPROVEMENTS CONTINUED**

Facilities Management received funds for a Runabout Electrical Aerial Work Platform. This piece of equipment will allow Facilities to perform work in a more timely, efficient, safe, and more productive manner. Cost of this department improvement to Collin County is \$26,440 in one-time expenditures.

Facilities Management received funds for the Power Monitoring System upgrade. The current Power Monitoring System is outdated and a security risk to the county. Cost of this department improvement to Collin County is \$10,976 in one-time expenditures.

Facilities Management received funds for Key and Facility Management software. The new software will allow Facilities to go paperless and manage their key system in a more efficient and effective manner. Cost of this department improvement to Collin County is \$3,300 in one-time expenditures.

**PERSONNEL CHANGES**

Facilities Management received funds for an additional Facilities Tech I as well as operating funds. The personnel received will be utilized for general servicing of equipment, general maintenance and performance of current tasks. Cost of this department improvement to Collin County is \$58,502 in recurring and \$46,799 one-time expenditures.

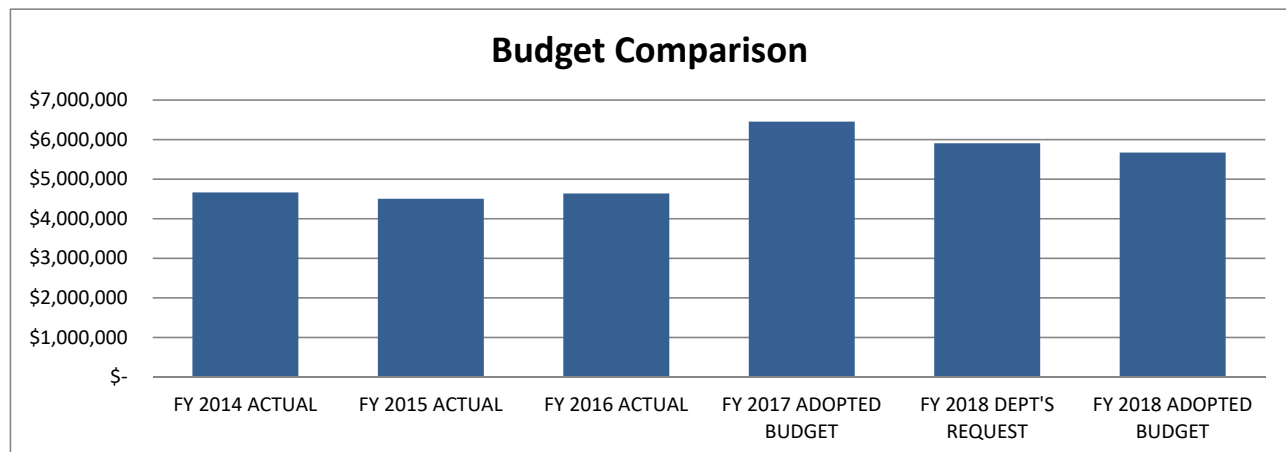
## FY 2018 Adopted Budget Summary

## Facilities - Shared

### EXPENDITURES

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TRAINING</b>   | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>OPERATIONS</b> | \$ 4,666,161      | \$ 4,505,764      | \$ 4,638,563      | \$ 5,593,401                 | \$ 4,515,558      | \$ 5,611,482                 | \$ 5,375,762                 |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ 861,000                   | \$ 112,151        | \$ 297,000                   | \$ 297,000                   |
| <b>TOTAL</b>      | \$ 4,666,161      | \$ 4,505,764      | \$ 4,638,563      | \$ 6,454,401                 | \$ 4,627,709      | \$ 5,908,482                 | \$ 5,672,762                 |

*\*All Facility Maintenance accounts were consolidated into Facility - Shared starting in FY 2012*



# FY 2018 Adopted Budget Summary

Farm Museum

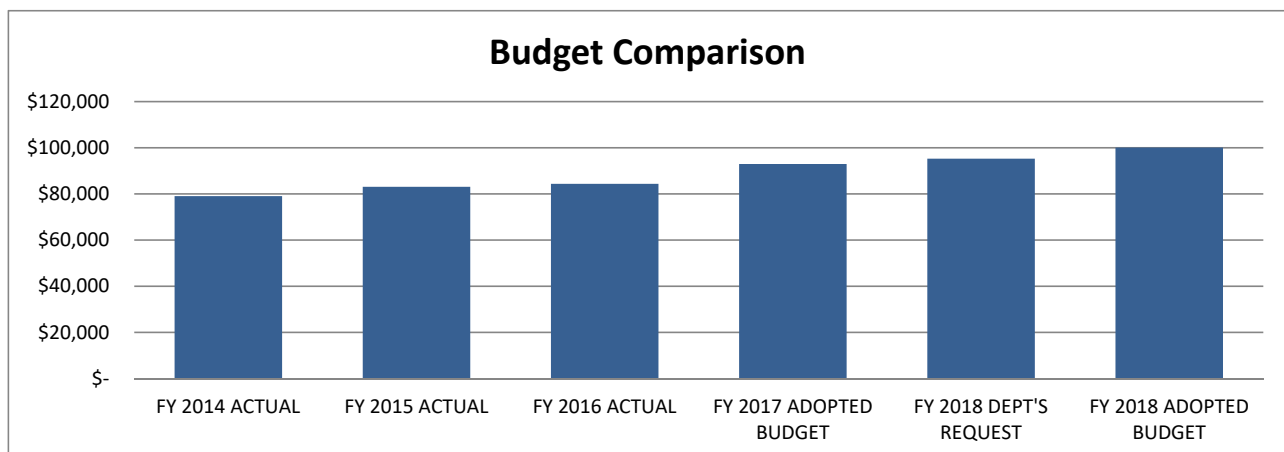
## EXPENDITURES

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 61,423         | \$ 65,235         | \$ 67,699         | \$ 69,603                    | \$ 70,919         | \$ 70,653                    | \$ 75,467                    |
| <b>TRAINING</b>   | \$ 2,269          | \$ 1,146          | \$ 777            | \$ 2,400                     | \$ 1,940          | \$ 2,400                     | \$ 2,400                     |
| <b>OPERATIONS</b> | \$ 15,350         | \$ 16,695         | \$ 15,885         | \$ 20,967                    | \$ 23,365         | \$ 22,223                    | \$ 22,223                    |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | \$ 79,041         | \$ 83,075         | \$ 84,361         | \$ 92,970                    | \$ 96,224         | \$ 95,276                    | \$ 100,090                   |

*\*Moved to GF FY 2013*

## PERSONNEL

|                            | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|----------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b> |                    |                    |                    |                   |                              |                    |
| Farm Museum Coordinator    | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| <b>TOTAL</b>               | 1                  | 1                  | 1                  | 1                 | 0                            | 1                  |



## PURPOSE

To provide educational and recreational opportunities as directed by the Deed of Trust set forth by the Park's founders. Myers Park & Event Center provides a premier facility to attract major equestrian, dog agility and livestock shows and events to Collin County, and provides opportunities for private, community and business facility rental for parties, gatherings and meetings.

## MAJOR PROGRAMS

### ADMINISTRATION

Management and coordination of park use and maintenance. Major work activities include; budgeting and fiscal control, scheduling and program, facility and use planning. Also includes event development, marketing of facility, community liaison, support of court appointed board and long range planning. Additional administrative functions: preparation and dissemination of correspondence, reports, contracts, documents and proposals, assigning daily activities, performing hiring, supervision, disciplinary actions and monitoring performance of staff. The administrative program also includes contact with users and the public both in person, digitally and by phone.

### PROMOTING EVENTS CENTER

Marketing and promotion of Myers Park & Event Center. Major work activities include; preparation of promotional materials, press releases, and development of marketing strategy. Also includes attending key community events and networking opportunities. Additional promotional functions: photographing events and activities, working with local tourism agencies, assisting clients with event development.

### FY 2018 Goals & Objectives

- To place 20 advertisements or articles in local news media/magazine outlets by September 30th.
- To log 40,000 views of Myers Park & Event Center website by September 30th.
- To log 350 "Likes" on the Myers Park & Event Center and Collin County Farm Museum Facebook pages by September 30th.
- To attend 350 networking, community, new client meetings or events by September 30th.

| PERFORMANCE MEASURES                                                                   | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|----------------------------------------------------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| # of Advertisements or Articles published                                              | 26                | 100               | 58                | 80                | 87                | 20                  |
| # of views of Myers Park & Event Center Website                                        | 60,428            | 59,818            | 64,592            | 59,019            | 59,858            | 40,000              |
| # of "Likes" on Myers Park & Event Center and Collin County Farm Museum Facebook pages | 642               | 1,118             | 1,719             | 2,402             | 2,944             | 3,294               |
| # of Networking, community, new client meeting or events attended                      | 532               | 971               | 442               | 689               | 551               | 350                 |

### FINANCIAL MANAGEMENT

Management and coordination of rental use, event details and Collin County Farm Museum revenues. Major work activities include; executing use agreements, fee collection, record keeping, detailing necessary facility set-ups with maintenance staff, working with clients to produce a successful event at any Myers Park location. Also includes planning for staff coverage during events, coordinating park functions before, during and after events, making on-site visits and follow-up with clients to insure satisfaction. Additional revenue functions: preparation and dissemination of correspondence, contracts, proposals, schedules, tours events and programs. The revenue program also includes contact with users and the public both in person, digitally and by phone including assistance with local tourism agency, other departments and response to emergencies or facility repair issues.

## FY 2018 Adopted Budget Summary

## Farm Museum

### FARM MUSEUM PROGRAMS

To cultivate an understanding and appreciation of the county's rural heritage. The museum collects, preserves, and restores agricultural and domestic artifacts for exhibitions and programs about rural life in Collin County from its earliest settlement in the 1840s through 1960.

#### FY 2018 Goals & Objectives

- Increase the number of visitors, programs, tours, outreach, and school programs combined by 2%
- Complete 8 school programs by September 30th.

| PERFORMANCE MEASURES                                          | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|---------------------------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| # of Museum Visitors*                                         | -                 | -                 | 4,073             | 2,096             | 2,345             | 2,392               |
| # of Outreach Participants*                                   | -                 | -                 | 2,105             | 5,789             | 8,995             | 9,175               |
| # of Programs                                                 | 3                 | 10                | 65                | 59                | 27                | 28                  |
| # of Tours                                                    | 5                 | 4                 | 15                | 5                 | 3                 | 3                   |
| # of Outreach Programs                                        | 5                 | 4                 | 10                | 14                | 14                | 14                  |
| # of School Programs                                          | 6                 | 4                 | 15                | 20                | 45                | 46                  |
| # of Restoration Projects Completed &<br>Artifacts Repaired** | 1                 | 1                 | -                 | 4                 | 28                | 29                  |

*\*New tracking measures implemented per Commissioners Court in FY15*

*\*\*Added Repaired Artifacts to Tracking in FY17.*

### DEPARTMENT IMPROVEMENTS

The Collin County Farm Museum received funding for new equipment. With the relocation of the Myer's Park Shop, the Farm Museum will need their own welder, engine hoist and equipment carts to be able to continue their restoration projects. Cost of this department improvement to Collin County is \$3,406 in one-time expenditures.

# **FY 2018 Adopted Budget Summary**

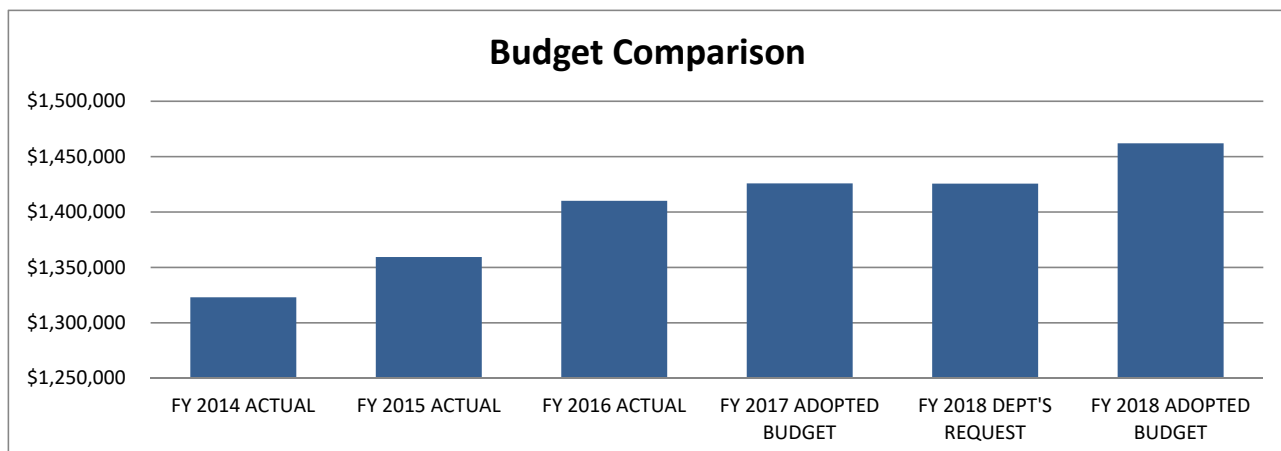
**Fire Marshal**

## **EXPENDITURES**

|                   | FY 2014<br>ACTUAL   | FY 2015<br>ACTUAL   | FY 2016<br>ACTUAL   | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL   | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|---------------------|---------------------|---------------------|------------------------------|---------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 359,782          | \$ 377,273          | \$ 397,869          | \$ 412,269                   | \$ 403,173          | \$ 410,755                   | \$ 447,170                   |
| <b>TRAINING</b>   | \$ 6,860            | \$ 4,767            | \$ 4,778            | \$ 7,300                     | \$ 4,257            | \$ 8,200                     | \$ 8,200                     |
| <b>OPERATIONS</b> | \$ 956,407          | \$ 977,365          | \$ 1,007,501        | \$ 1,006,286                 | \$ 981,274          | \$ 1,006,676                 | \$ 1,006,676                 |
| <b>CAPITAL</b>    | \$ -                | \$ -                | \$ -                | \$ -                         | \$ -                | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | <b>\$ 1,323,050</b> | <b>\$ 1,359,404</b> | <b>\$ 1,410,148</b> | <b>\$ 1,425,855</b>          | <b>\$ 1,388,704</b> | <b>\$ 1,425,631</b>          | <b>\$ 1,462,046</b>          |

## **PERSONNEL**

|                                                                       | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|-----------------------------------------------------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b>                                            |                    |                    |                    |                   |                              |                    |
| Administrative Secretary                                              | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Arson Investigator                                                    | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Illegal Dumping Enforcement<br>Officer/ Nuisance Abatement<br>Officer | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Fire Marshal                                                          | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Tech I                                                                | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| <b>TOTAL</b>                                                          | <b>5</b>           | <b>5</b>           | <b>5</b>           | <b>5</b>          | <b>0</b>                     | <b>5</b>           |



## PURPOSE

The Collin County Fire Marshal's Office offers a number of services which include fire investigations, resolving nuisance abatements, offers public education on fire prevention & performs inspections for commercial businesses in unincorporated areas in Collin County. The Fire Marshal's Office is dedicated to helping provide the highest quality of life sought by the Citizens of Collin County through the application of adopted codes and State statutes.

## MAJOR PROGRAMS

### ADMINISTRATION

This program is to run the everyday operations of the Fire Marshal's Office. The duties of the Fire Marshal's Office consist of fire investigations, plan reviews for commercial construction, certificate of occupancy inspections, fire prevention inspections and programs, nuisance abatement enforcement, emergency management duties, working with various fire departments (especially volunteer fire departments) in issues they may encounter, serving as the appointed County representative for three EMS Coalitions and assisting in contract negotiations for the private vendor service and cities furnishing EMS, serving as a member of the Local Emergency Planning Commission and receiving all Tier II reports under the Sara Title III Public Right To Know Act, enforcing the adopted International Fire Code and related codes and standards. Funding for County EMS and protection is also a part of the Fire Marshal Budget.

### FIRE INVESTIGATIONS

The Office of County Fire Marshal is established by a Commissioners' Court under the authority of Local Government Code 352 County Fire Protection, Subchapter A, Protection of County Residents. 352.013 Investigation of Fires, (a) The County Fire Marshal shall (1) Investigate the cause, origin and circumstances of fires that occur with the county, but outside the municipalities in the county and that destroy or damage property or cause injury; and (2) determine whether a fire was the result of negligent or intentional conduct. The Collin County Fire Marshal's Office is on call 24/7 to respond to calls of fires and to start an immediate investigation as required by statute.

### **FY 2018 Goals & Objectives**

- Investigate the origin and causes of fires in unincorporated areas of Collin County and within municipalities upon request in accordance to State Statute, LGC 352.

| PERFORMANCE MEASURES                             | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|--------------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| # of Structure Fire Investigations               | 42                | 51                | 68                | 64                | 33                | 51                  |
| # of Vehicle Fire Investigations                 | 1                 | 23                | 16                | 9                 | 21                | 14                  |
| # of Wild lands Fire Investigations              | 37                | 34                | 12                | 23                | 33                | 27                  |
| # of Fire Investigations - assist other agencies | 17                | 36                | 14                | 15                | 24                | 21                  |

### NUISANCE ABATEMENT

The Collin County Fire Marshal has been appointed by Commissioners' Court as the Abatement Officer by authority of Texas Health and Safety Code 343 Public Nuisance Prohibited, Section 343.022 Abatement Procedures. Most of the complaints regarding nuisances are from citizen complaints either by phone, letter, email or in person. Staff assigned to investigate and determine if there is in fact a violation and Texas Health and Safety Code 343 outlines the procedures to be taken.

### **FY 2018 Goals & Objectives**

- To receive and investigate violations of the Texas Health Code Chapter 343.011, Public Nuisance Prohibited.

| PERFORMANCE MEASURES         | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| # Of Complaints Received     | 132               | 133               | 75                | 67                | 104               | 102                 |
| # Of Complaints Investigated | 796               | 837               | 805               | 619               | 959               | 803                 |

## INSPECTIONS BUSINESS

LGC 352.016 mandates inspection or review of plan for fire or life safety hazards, which means to check plans and conduct inspections for any condition that endangers the safety of a structure or its occupants and promotes or causes fire or combustion, including the presence of a flammable substance, dangerous or dilapidated wall, ceiling, or other structure element, improper electrical components, heating, or other building services or facilities, the presence of a dangerous chimney, flue, pipe, main, or stove or of dangerous wiring, dangerous storage, including storage or use of hazardous substances or inappropriate means of egress, fire protection or other fire-related safeguard.

### FY 2018 Goals & Objectives

- To perform fire prevention inspections on all commercial business on an annual basis.
- To provide Public Fire Education through direct contact with citizens who obtain any type of permit from the Fire Marshal's Office.
- To conduct an annual inspection on all wrecking and auto salvage yards operating in unincorporated Collin County.

| PERFORMANCE MEASURES                                  | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|-------------------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| # of New Commercial Certificates of Occupancy         | 100               | 137               | 114               | 119               | 119               | 120                 |
| # of Commercial Inspections/Reinspections             | 448               | 1,048             | 599               | 1,297             | 1,389             | 956                 |
| # of Wrecking & Auto Salvage Yards Inspected Annually | 5                 | 5                 | 5                 | 5                 | 5                 | 5                   |

## CIVIL DEFENSE

The staff of the Collin County Fire Marshal's Office are members of Collin County Emergency Management Office. The FMO is also a part of the Local Emergency Planning Commission and receives annual Tier II reports on their behalf.

## DEPARTMENT IMPROVEMENTS

The Fire Marshal received funding for canine veterinary and wellness care. The court approved an arson dog as a part of an Arson Canine Training Scholarship in FY 2017 and with that the County is responsible for veterinary care, food and general care. Cost of this department improvement to Collin County is \$1,290 in recurring expenditures.

The Fire Marshal received TCOLE License Certification Pay funding. TCOLE recognizes basic, intermediate, advanced and master licenses for these positions. Certification rates include \$55.00 monthly for Intermediate, \$80.00 for Advanced and \$125.00 for Masters licenses. Cost of this department improvement to Collin County is \$3,470 in recurring expenditures.

# FY 2018 Adopted Budget Summary

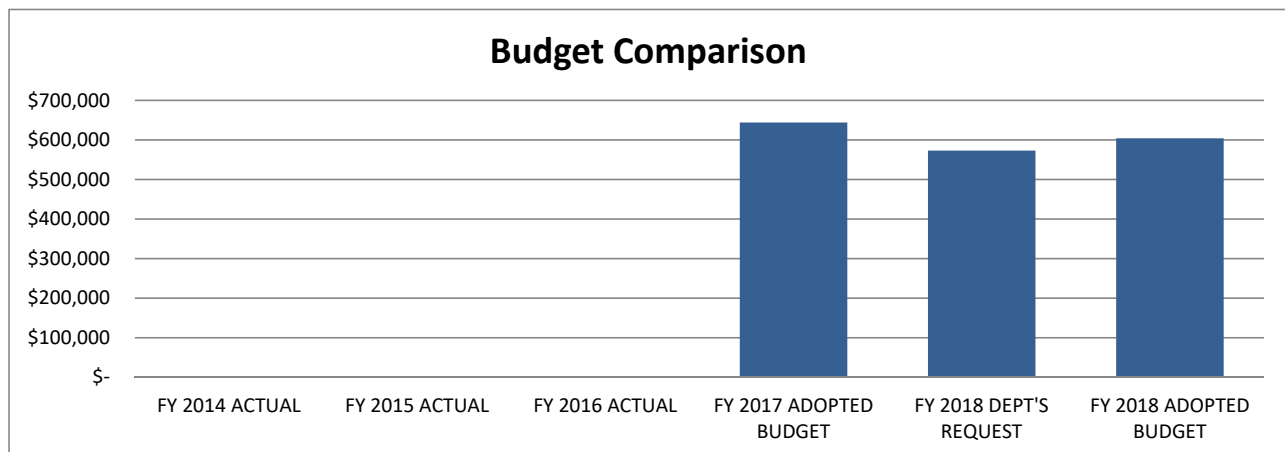
## Fusion Center

### EXPENDITURES

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ -              | \$ -              | \$ -              | \$ 513,911                   | \$ 362,529        | \$ 547,683                   | \$ 587,879                   |
| <b>TRAINING</b>   | \$ -              | \$ -              | \$ -              | \$ 11,200                    | \$ 10,057         | \$ 12,000                    | \$ 12,000                    |
| <b>OPERATIONS</b> | \$ -              | \$ -              | \$ -              | \$ 3,900                     | \$ 1,559          | \$ 13,462                    | \$ 4,336                     |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ 115,000                   | \$ 108,512        | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | \$ -              | \$ -              | \$ -              | \$ 644,011                   | \$ 482,657        | \$ 573,145                   | \$ 604,215                   |

### PERSONNEL

|                            | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|----------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b> |                    |                    |                    |                   |                              |                    |
| Administrative Secretary   | 0                  | 0                  | 1                  | 1                 |                              | 1                  |
| Fusion Center Director     | 0                  | 0                  | 1                  | 1                 |                              | 1                  |
| Intelligence Analyst       | 0                  | 0                  | 1                  | 1                 |                              | 1                  |
| Research Analyst           | 0                  | 0                  | 2                  | 2                 |                              | 2                  |
| Research Specialist        | 0                  | 0                  | 1                  | 1                 |                              | 1                  |
|                            | 0                  | 0                  | 6                  | 6                 | 0                            | 6                  |



**DEPARTMENT IMPROVEMENTS**

The Fusion Center received TCOLE License Certification Pay funding. TCLOE recognizes a basic, intermediate, advanced and master licenses for these positions. Certification rates includes \$55.00 monthly for Intermediate, \$80.00 for Advanced and \$125.00 for Masters license. Cost of this department improvement to Collin County is \$3,470 in recurring expenditures.

The Fusion Center received funding for Peace Officer equipment. Included are handguns, magazine carrier, holster, belt, keepers, handcuff cases with handcuffs and other equipment. Cost of this department improvement is \$4,706 in one-time expenditures.

## FY 2018 Adopted Budget Summary

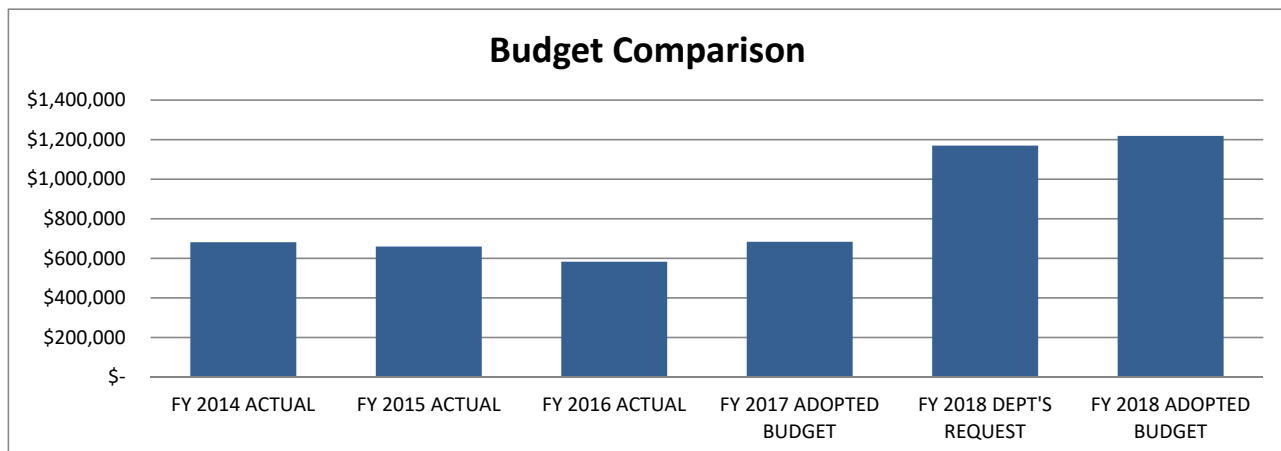
## GIS / Rural Addressing

### EXPENDITURES

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 528,366        | \$ 550,488        | \$ 548,462        | \$ 601,177                   | \$ 596,973        | \$ 603,739                   | \$ 652,827                   |
| <b>TRAINING</b>   | \$ 8,363          | \$ 12,157         | \$ 10,057         | \$ 30,900                    | \$ 23,994         | \$ 30,900                    | \$ 30,900                    |
| <b>OPERATIONS</b> | \$ 130,255        | \$ 79,330         | \$ 24,575         | \$ 51,550                    | \$ 16,557         | \$ 535,306                   | \$ 51,550                    |
| <b>CAPITAL</b>    | \$ 14,513         | \$ 17,626         | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ 483,756                   |
| <b>TOTAL</b>      | \$ 681,498        | \$ 659,602        | \$ 583,094        | \$ 683,627                   | \$ 637,524        | \$ 1,169,945                 | \$ 1,219,033                 |

### PERSONNEL

|                            | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|----------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b> |                    |                    |                    |                   |                              |                    |
| IT Senior Manager          | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| GIS Analyst                | 2                  | 2                  | 2                  | 2                 |                              | 2                  |
| GIS Coordinator            | 2                  | 2                  | 1                  | 1                 |                              | 1                  |
| GIS Supervisor             | 0                  | 0                  | 1                  | 1                 |                              | 1                  |
| <b>PART-TIME POSITIONS</b> |                    |                    |                    |                   |                              |                    |
| GIS Coordinator            | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| <b>TOTAL</b>               | 6                  | 6                  | 6                  | 6                 | 0                            | 6                  |



**PURPOSE**

To develop, modify, analyze and manage location-based information.

**MAJOR PROGRAMS****RURAL ADDRESSING**

Assign e911 emergency response addresses to rural structures of Collin County. The responsibilities of this program are to assign addresses, update the statewide e911 address range database to reflect city annexations and communicate address and changes to the customer, Post Office, Sheriff's Office and other related agencies. This program is part of the Building Permit work-flow process of Development Services. This program is dependent on the Geospatial Database Management, Application Development, Cartography and Spatial Analysis programs of the GIS Department to be functional. The results of this program benefit Public Works, Auditor's Office (GASB 34), Sheriff's Office and the Elections Department. Each of these departments has a vested interest in the accuracy of roads and boundaries.

**FY 2018 Goals & Objectives**

- To Assign Addresses within 3 business days of receipt 95% of the time.
- To update Annex / Deannex information within 10 business days of receipt 90% of the time.
- To process Road Name Petitions within 21 business days of receipt 90% of the time.
- To update 911 Net system for rural MSAGs within 10 business days of receipt 95% of the time.
- To make City/County coordinated MSAG recommendations within 10 days for City 911 Net system updates 95% of the time.
- To communicate with City to update 911 Net system as recommended.
- Track acreage of land annexed by cities monthly.
- Track Collin County population.

| PERFORMANCE MEASURES                      | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|-------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| # of Addresses Assigned                   | 530               | 1,045             | 1,819             | 1,923             | 1,176             | 1,491               |
| # of Addresses Assigned in 3 days or less | 530               | 1,045             | 1,819             | 1,923             | 1,176             | 1,491               |
| % of Addresses Assigned within 3 days     | 100%              | 100%              | 100%              | 100%              | 100%              | 100%                |
| # of Annexations / Deannexations          | 23                | 43                | 75                | 82                | 29                | 50                  |
| # of Annex / Deannex updates completed    | 23                | 43                | 75                | 82                | 29                | 50                  |
| % of Annex / Deannex updates completed    | 100%              | 100%              | 100%              | 100%              | 100%              | 100%                |
| # of MSAGs started                        | 398               | 517               | 929               | 729               | 651               | 645                 |
| # of MSAGs entered into 911 Net system    | 398               | 517               | 929               | 729               | 651               | 645                 |
| # of MSAGs completed within 10 days       | 100%              | 100%              | 100%              | 100%              | 100%              | 100%                |
| Track acreage of land annexed by cities   | 549.83            | 1,247.00          | 3,857.50          | 4,044.10          | 901.00            | 2,512.00            |
| Track Collin County Population            | 821,892           | 831,142           | 874,847           | 918,234           | 940,262           | 968,470             |

**GIS SERVICES**

There has been some interest in hiring our GIS department for GIS services by other agencies. We started providing GIS Services to the City of Wylie in FY 2005. We have many resources that some cities within Collin County cannot afford, maintain or staff. We have an opportunity to leverage our GIS investment to support other County entities as well as generating revenue. This program is dependent on the Geospatial Database Management, Application Development, Cartography, Spatial Analysis and Web-Based GIS programs of the GIS Department to be functional. The result of this program is that the geospatial database that we develop for our customers is the same as ours. Thus, we do not have to convert or manipulate data to fit into our database schema.

## GEOSPATIAL DATABASE MANAGEMENT

It is our department's goal to provide access to our GIS database to all employees and citizens. We have tiered our environment to three major components – Development, Power User and Web. Development is the GIS department. Power users are the departmental users and the web is for all. Mobile and Wireless GIS are now part of the architecture. All of the GIS Departments major programs are dependent on Geospatial database management. This program is the essence of GIS and requires hardware, software and network infrastructure.

### FY 2018 Goals & Objectives

- To track the number of additions to the GIS database monthly.
- To track the total mileage of roads in Collin County.
- To track the total mileage of Collin County maintained roads.
- To track the total mileage of city boundaries in Collin County.

| PERFORMANCE MEASURES                        | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|---------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| # of records received added to GIS Database | 152               | 3,557             | 5,952             | 8,536             | 3,986             | 5,508               |
| Mileage of roads added to the GIS Database  | 16                | 358               | 571               | 584               | 320               | 458                 |

## APPLICATION DEVELOPMENT

Automating tasks, improving operational efficiency, supporting major programs and customizations are all reasons for applications development. Our GIS team has been developing applications since its inception in 1992. Application development represents the flexibility of GIS and enables our office to design internal and external web applications; develop address and road range calculations for our Rural Addressing program; automate methods to manage geospatial data; derive population estimates; and automate methods to produce maps. The Application Development program utilizes software such as Visual Studio and a GIS. This program supports Rural Addressing, GIS Services, Web-Based GIS, Spatial Analysis and Cartography.

### FY 2018 Goals & Objectives

- To develop GIS based applications using Agile methods.

## SPATIAL ANALYSIS

Spatial Analysis is a set of techniques whose results are dependent on the locations of the objects being analyzed (Dr. Michael F. Goodchild, National Center for Geographic Information and Analysis University of California, Santa Barbara). The Rural Addressing, GIS Services and Web-Based GIS programs are all dependent on spatial analysis. This program requires the Geospatial Database Management program to function.

## WEB BASED GIS

The Web Based GIS program allows Collin County to “give back” to our constituency all of the time and resources spent developing the GIS database. We continue to develop web GIS projects and any citizen can view our aerial images, 2' contours and other data at any time as most of our GIS layers are now on the web. This program is dependent on the Geospatial Database Management, Application Development, Cartography, and Spatial Analysis programs of the GIS Department to be functional. The result of this program is a cost-effective method for the citizens, County departments, agencies and business to access our geospatial data.

### FY 2018 Goals & Objectives

- To track the # of page views for the Interactive Maps application.
- Track the number of public-designed custom maps monthly.

| PERFORMANCE MEASURES                          | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|-----------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| # of page views for the Interactive Maps site | 383,322           | 193,925           | 233,354           | 237,014           | 291,349           | 320,484             |

## FY 2018 Adopted Budget Summary

## GIS / Rural Addressing

### WEB BASED GIS CONTINUED

| PERFORMANCE MEASURES                                                     | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|--------------------------------------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| # of public designed custom maps using the Interactive Maps application* | 16,004            | 11,177            | 8,195             | 2,185*            | NA                | NA                  |

\*No longer able to track this data as of April 2016.

### CARTOGRAPHY

Many may consider mapping the only thing the GIS Department does. However, cartography is often the end result of analysis that is performed. For instance, the Rural Addressing, GIS Services and Web-Based GIS all use cartography as part of their function. The Cartography program allows our office to creatively represent spatial information in clear and concise manner. We are an office of Geographers and cartography is our tool to creatively express ourselves. This program requires the Geospatial Database Management program (GIS software) to function.

#### FY 2018 Goals & Objectives

- To complete Jury Trial maps prior to trial date 95% of the time.
- To design / plot fire district maps within 1 month of request from VFD 90% of the time.
- To process "standard" map requests as identified in the Incident Management system 90% of the time.
- To process "custom" map requests identified in the Incident Management system 90% of the time.

| PERFORMANCE MEASURES                                                                                | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|-----------------------------------------------------------------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| # of Jury Trial maps requested                                                                      | 21                | 17                | 17                | 18                | 26                | 20                  |
| # of Jury Trial maps completed as identified in the Incident Management system                      | 21                | 17                | 17                | 18                | 26                | 20                  |
| % of Jury Trial maps completed as identified in the Incident Management system                      | 100%              | 100%              | 100%              | 100%              | 100%              | 100%                |
| # of fire district map requests from VFD                                                            | 21                | 15                | 46                | 177               | 108               | 87                  |
| # of fire district map requests completed within 1 month                                            | 21                | 15                | 46                | 177               | 108               | 87                  |
| % of fire district map requests completed within 1 month                                            | 100%              | 100%              | 100%              | 100%              | 100%              | 100%                |
| # of standard map requests                                                                          | 302               | 1,349             | 2,130             | 190               | 387               | 380                 |
| # of standard map requests processed as identified in the Incident Management system                | 302               | 1,349             | 2,130             | 190               | 387               | 380                 |
| % of small quantity standard map requests processed as identified in the Incident Management System | 100%              | 100%              | 100%              | 100%              | 100%              | 100%                |
| # of custom map requests                                                                            | 465               | 224               | 740               | 102               | 119               | 111                 |
| # of custom map requests processed as identified in the Incident Management system                  | 465               | 224               | 740               | 102               | 119               | 111                 |
| % of small quantity custom map requests processed as identified in the Incident Management system   | 100%              | 100%              | 100%              | 100%              | 100%              | 100%                |

**ADMINISTRATION**

General office support and administration. This program includes staff performance reviews, managing projects and requests, ordering supplies, etc.

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**DEPARTMENT IMPROVEMENTS**

Information Technology - GIS received consulting funds. Consulting funds will be used to contract with NCTCOG for updated LiDAR data that is used to generate elevation contours and create Digital Elevation Models. Cost of this department improvement to Collin County is \$483,756 in one-time expenditures.

# **FY 2018 Adopted Budget Summary**

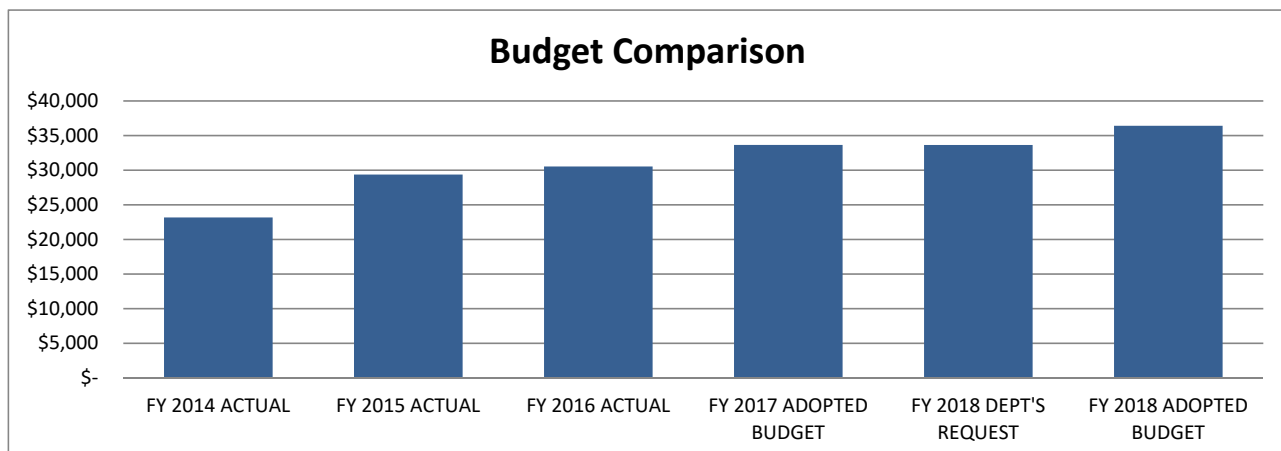
# **Highway Patrol**

## **EXPENDITURES**

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 23,180         | \$ 29,369         | \$ 30,539         | \$ 33,653                    | \$ 32,751         | \$ 33,643                    | \$ 36,411                    |
| <b>TRAINING</b>   | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>OPERATIONS</b> | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | \$ 23,180         | \$ 29,369         | \$ 30,539         | \$ 33,653                    | \$ 32,751         | \$ 33,643                    | \$ 36,411                    |

## **PERSONNEL**

|                            | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|----------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>PART-TIME POSITIONS</b> |                    |                    |                    |                   |                              |                    |
| Tech I                     | 2                  | 2                  | 2                  | 2                 |                              | 2                  |
| <b>TOTAL</b>               | 2                  | 2                  | 2                  | 2                 | 0                            | 2                  |

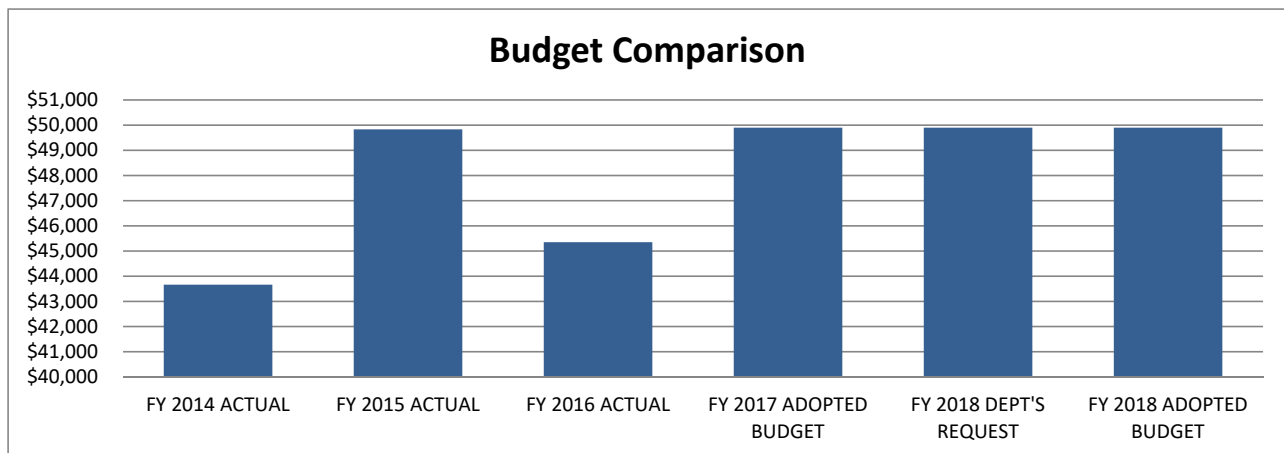


# FY 2018 Adopted Budget Summary

Historical Commission

## EXPENDITURES

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TRAINING</b>   | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>OPERATIONS</b> | \$ 43,664         | \$ 49,833         | \$ 45,351         | \$ 49,900                    | \$ 41,206         | \$ 49,900                    | \$ 49,900                    |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | \$ 43,664         | \$ 49,833         | \$ 45,351         | \$ 49,900                    | \$ 41,206         | \$ 49,900                    | \$ 49,900                    |



# FY 2018 Adopted Budget Summary

# Homeland Security

## EXPENDITURES

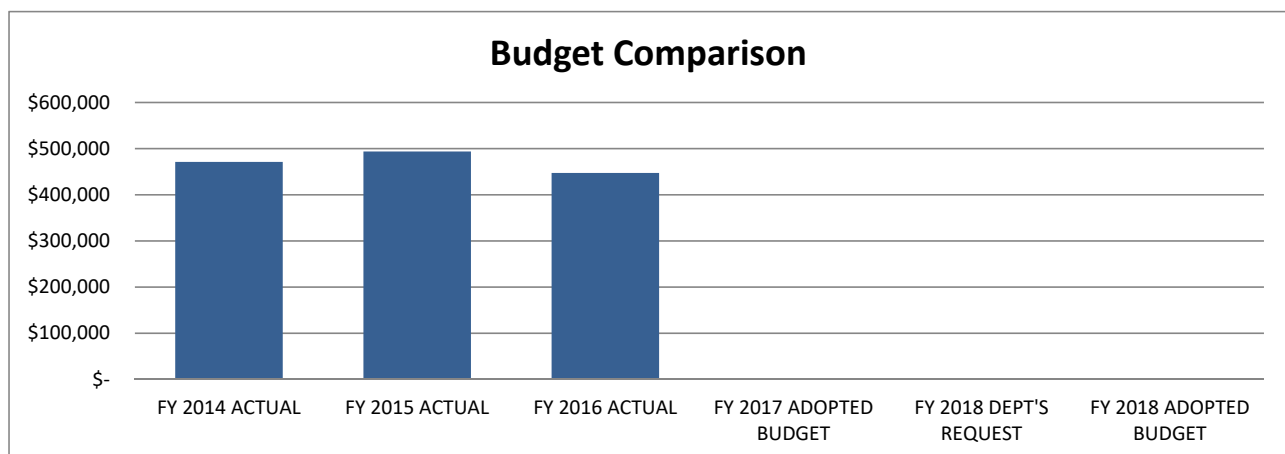
|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 447,923        | \$ 466,185        | \$ 426,205        | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TRAINING</b>   | \$ 11,086         | \$ 14,253         | \$ 9,623          | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>OPERATIONS</b> | \$ 12,282         | \$ 13,341         | \$ 11,484         | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | \$ 471,291        | \$ 493,779        | \$ 447,311        | \$ -                         | \$ -              | \$ -                         | \$ -                         |

## PERSONNEL

### FULL-TIME POSITIONS

Asst Emergency Mgmt.

|                               | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|-------------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| Specialist                    | 1                  | 1                  | 0                  | 0                 |                              | 0                  |
| Director of Homeland Security | 1                  | 1                  | 0                  | 0                 |                              | 0                  |
| HLS Coordinator               | 2                  | 2                  | 0                  | 0                 |                              | 0                  |
| Intelligence Analyst          | 1                  | 1                  | 0                  | 0                 |                              | 0                  |
| Office Administrator          | 1                  | 1                  | 0                  | 0                 |                              | 0                  |
| Research Analyst              | 1                  | 1                  | 0                  | 0                 |                              | 0                  |
| Research Specialist           | 2                  | 2                  | 0                  | 0                 |                              | 0                  |
|                               | 9                  | 9                  | 0                  | 0                 | 0                            | 0                  |



## FY 2018 Adopted Budget Summary

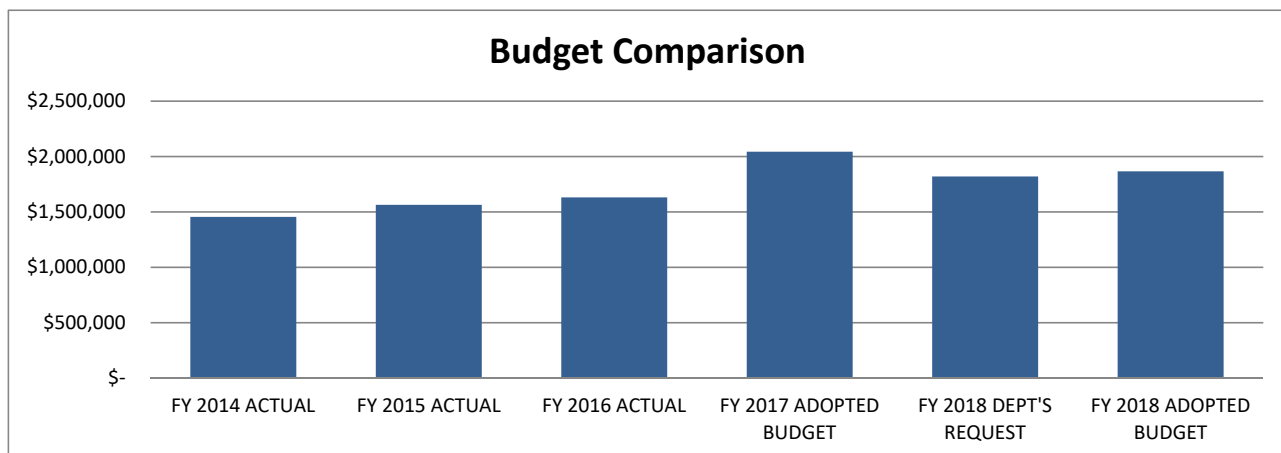
## Human Resources

### EXPENDITURES

|                   | FY 2014<br>ACTUAL   | FY 2015<br>ACTUAL   | FY 2016<br>ACTUAL   | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL   | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|---------------------|---------------------|---------------------|------------------------------|---------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 1,417,701        | \$ 1,535,929        | \$ 1,599,602        | \$ 1,735,177                 | \$ 1,642,311        | \$ 1,772,420                 | \$ 1,818,493                 |
| <b>TRAINING</b>   | \$ 27,962           | \$ 15,201           | \$ 21,801           | \$ 31,700                    | \$ 24,122           | \$ 31,700                    | \$ 31,700                    |
| <b>OPERATIONS</b> | \$ 9,801            | \$ 12,707           | \$ 9,736            | \$ 20,796                    | \$ 10,491           | \$ 16,396                    | \$ 16,396                    |
| <b>CAPITAL</b>    | \$ -                | \$ -                | \$ -                | \$ 256,000                   | \$ 6,706            | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | <b>\$ 1,455,465</b> | <b>\$ 1,563,837</b> | <b>\$ 1,631,139</b> | <b>\$ 2,043,673</b>          | <b>\$ 1,683,630</b> | <b>\$ 1,820,516</b>          | <b>\$ 1,866,589</b>          |

### PERSONNEL

|                             | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|-----------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b>  |                    |                    |                    |                   |                              |                    |
| Asst Director of HR         | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Benefits Rep                | 2                  | 2                  | 3                  | 3                 |                              | 3                  |
| Director of Human Resources | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Functional Analyst          | 2                  | 2                  | 2                  | 2                 |                              | 2                  |
| Human Resources Manager     | 2                  | 2                  | 1                  | 1                 |                              | 1                  |
| HRIS/System Manager         | 2                  | 2                  | 2                  | 2                 |                              | 2                  |
| Human Resources Assistant   | 2                  | 2                  | 2                  | 2                 |                              | 2                  |
| Human Resources Generalist  | 3                  | 3                  | 3                  | 3                 |                              | 3                  |
| Payroll Coordinator         | 2                  | 2                  | 2                  | 2                 |                              | 2                  |
| Sr. Benefits Rep            | 0                  | 0                  | 1                  | 1                 |                              | 1                  |
| <b>TOTAL</b>                | <b>17</b>          | <b>17</b>          | <b>18</b>          | <b>18</b>         | <b>0</b>                     | <b>18</b>          |



**PURPOSE**

To create and deliver exemplary and innovative Human Resource and Risk Management services, processes, and solutions that contribute to the overall objectives of Collin County.

**MAJOR PROGRAMS****EMPLOYEE RELATIONS**

Ensures county compliance regarding discrimination of a protected category including race, national origin, religion, sex and/or age. Reviews employee complaints and assists management with inappropriate workplace conduct and harassment claims. Performs investigations, makes recommendations, prepares EEO, state and unemployment responses for the county and participates in legal actions that are employment related.

**FY 2018 Goals & Objectives**

- To provide assistance, advice, and resources in the effective management and retention of employees.

| PERFORMANCE MEASURES        | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|-----------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| Projected Annual Turnover   | 13%               | 13%               | 14%               | 15%               | 14%               | 14%                 |
| Average Years of Service    | 9                 | 9                 | 9                 | 9                 | 9                 | 9                   |
| % of Voluntary Terminations | 80%               | 82%               | 87%               | 86%               | 91%               | 90%                 |

**ADMINISTRATION**

Responsible for administration of employee records including: new hire entry, terminations, status changes, employment verifications. This function is also responsible for staffing functions such as: job postings, assisting internal and external applicants, pre-employment testing. Additional administrative functions include: creation of requisitions, opening and dispersing departmental mail, preparation of county badges, responding to initial queries of internal and external customers, and notarizing employee and citizen documents.

**FY 2018 Goals & Objectives**

- To provide qualified applicant pool.

| PERFORMANCE MEASURES | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|----------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| # of New Hires       | 221               | 186               | 231               | 244               | 296               | 316                 |

**COMPENSATION**

Reviews compensation structure for employees including annual regression analysis. Completes wage surveys both internally generated and externally requested by other public entities and survey firms used by the county. Reviews compensation of all new hires for compliance with county standards and legal equitability. Coordinates with departments on job descriptions including new job descriptions or changes.

**FY 2018 Goals & Objectives**

- To effectively manage employee compensation.

| PERFORMANCE MEASURES                              | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|---------------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| Number of Reclasses                               | 28                | 16                | 64                | 16                | 12                | 15                  |
| Number of Surveys In which we Participate/Conduct | 78                | 55                | 91                | 180               | 116               | 104                 |

## FY 2018 Adopted Budget Summary

## Human Resources

### BENEFITS

Processes all county benefits including employer and employee paid and time off benefits. Plans include medical, dental, vision, prescription, life insurance, optional life insurance, deferred compensation plans (3), short term disability, long term disability, time off plans, leave plans (including paid, unpaid, FMLA and military), dreaded disease, legal, TCDRS, COBRA, and two medical retirement plans. Also coordinates totally separate benefit plans for CSCD employees and deals with the state on benefit setup and issues for these employees. Administers wellness program process. Ensures HIPAA compliance for the medical plan.

#### FY 2018 Goals & Objectives

- To effectively manage employee health plans.

| PERFORMANCE MEASURES                              | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|---------------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| Medical/Prescription Insurance Costs per Employee | \$ 11,660         | \$ 12,381         | \$ 14,736         | \$ 13,905         | \$ 14,511         | \$ 15,224           |

### RISK MANAGEMENT

Recommends and binds appropriate insurance coverage for the County. Processes and manages property, general liability, auto and workers' compensation claims. Coordinates with other departments to reduce County liability as relates to safety and risk functions.

#### FY 2018 Goals & Objectives

- To provide a variety of training programs for management and employees.

| PERFORMANCE MEASURES                   | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|----------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| Number of Workers' Compensation Claims | 105               | 118               | 120               | 113               | 97                | 110                 |
| Number of Safety Classes Offered       | 0                 | 0                 | 3                 | 0                 | 0                 | 0                   |
| Number of Other Claims                 | 46                | 85                | 205               | 92                | 56                | 60                  |

### PAYROLL

Processing of payroll including new hires, terminations, benefits, various deductions and changes such as transfers, promotions, status, department. Includes taxes and payroll reconciliations.

#### FY 2018 Goals & Objectives

- To provide accurate and timely payment of employee salaries and wages.

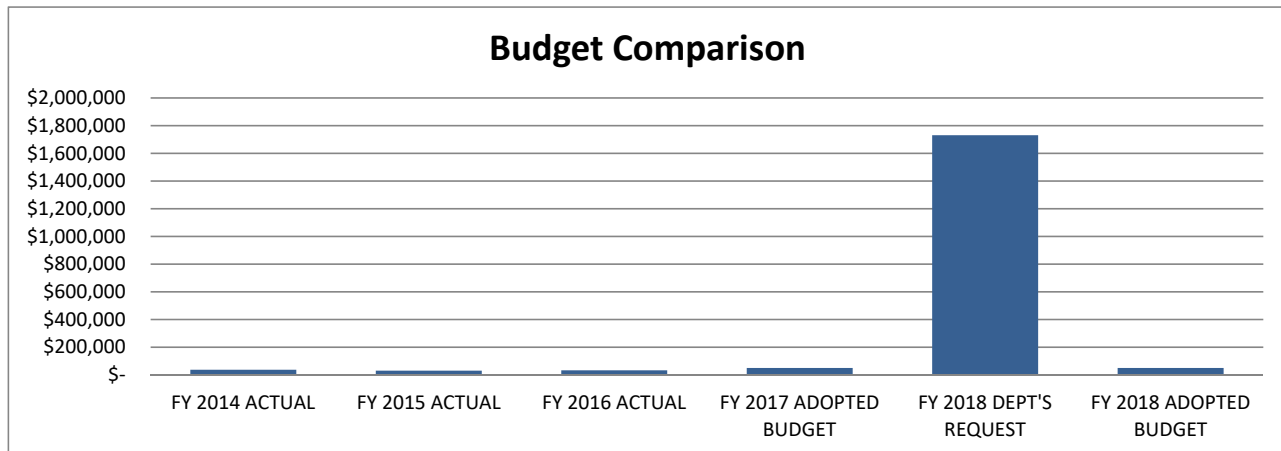
| PERFORMANCE MEASURES               | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| Number of Payroll Checks Processed | 45,847            | 44,915            | 45,382            | 45,554            | 47,333            | 47,704              |

## FY 2018 Adopted Budget Summary

## Human Resources - Shared

### EXPENDITURES

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ 1,680,304                 | \$ -                         |
| <b>TRAINING</b>   | \$ 5,600          | \$ 6,305          | \$ 6,137          | \$ 8,500                     | \$ 6,000          | \$ 8,500                     | \$ 8,500                     |
| <b>OPERATIONS</b> | \$ 32,051         | \$ 24,816         | \$ 27,338         | \$ 41,975                    | \$ 32,388         | \$ 41,975                    | \$ 41,975                    |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | \$ 37,651         | \$ 31,121         | \$ 33,475         | \$ 50,475                    | \$ 38,388         | \$ 1,730,779                 | \$ 50,475                    |

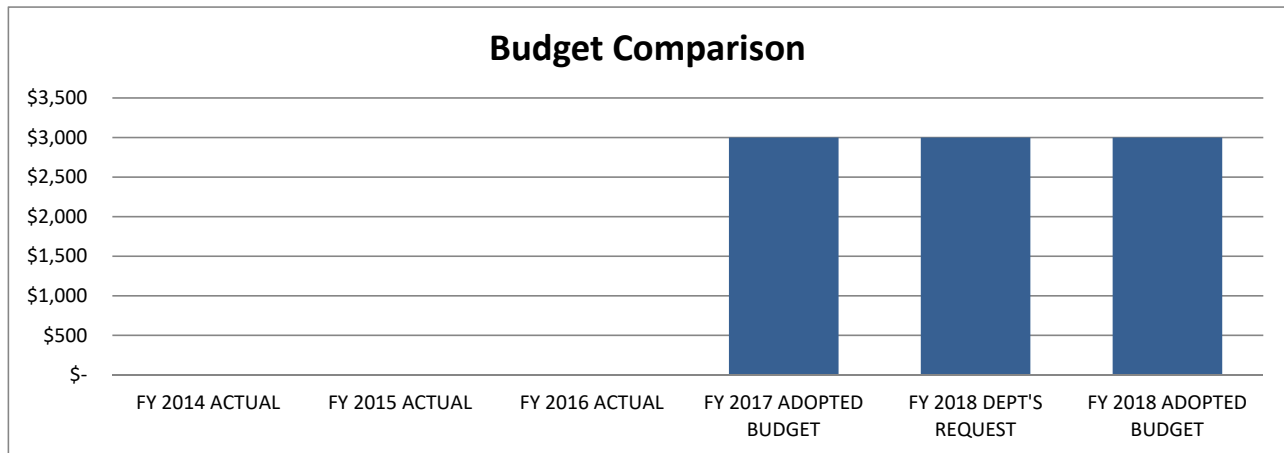


# FY 2018 Adopted Budget Summary

Indigent Aid

## EXPENDITURES

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ESTIMATE | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|---------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -                | \$ -                         | \$ -                         |
| <b>TRAINING</b>   | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -                | \$ -                         | \$ -                         |
| <b>OPERATIONS</b> | \$ -              | \$ -              | \$ -              | \$ 3,000                     | \$ -                | \$ 3,000                     | \$ 3,000                     |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -                | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | \$ -              | \$ -              | \$ -              | \$ 3,000                     | \$ -                | \$ 3,000                     | \$ 3,000                     |

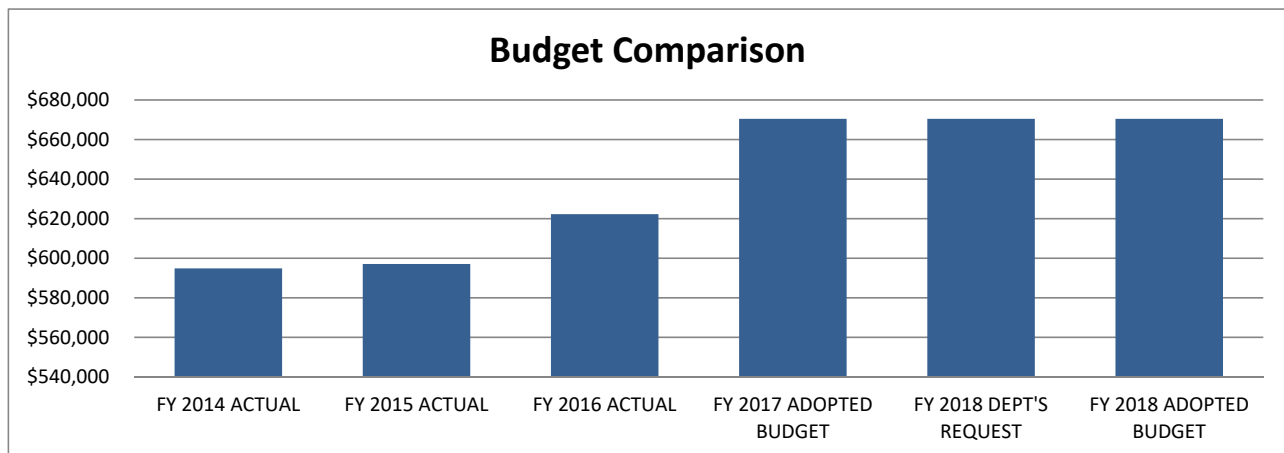


## FY 2018 Adopted Budget Summary

## Indigent Defense - Juvenile Court

### EXPENDITURES

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TRAINING</b>   | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>OPERATIONS</b> | \$ 594,853        | \$ 597,086        | \$ 622,270        | \$ 670,461                   | \$ 731,887        | \$ 670,461                   | \$ 670,461                   |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | \$ 594,853        | \$ 597,086        | \$ 622,270        | \$ 670,461                   | \$ 731,887        | \$ 670,461                   | \$ 670,461                   |



## FY 2018 Adopted Budget Summary

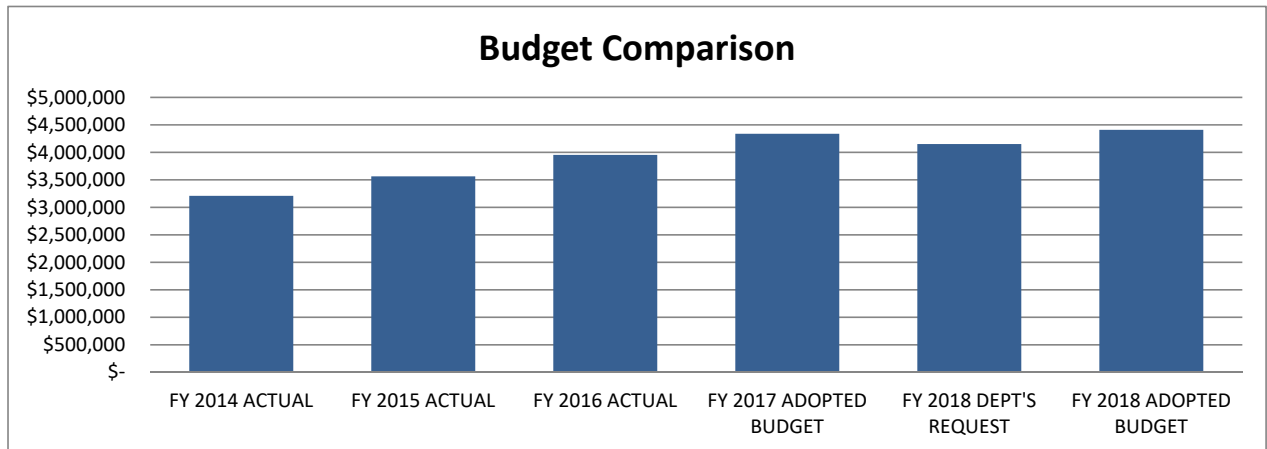
## Information Technology

### EXPENDITURES

|                   | FY 2014<br>ACTUAL   | FY 2015<br>ACTUAL   | FY 2016<br>ACTUAL   | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL   | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|---------------------|---------------------|---------------------|------------------------------|---------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 3,043,769        | \$ 3,424,808        | \$ 3,719,531        | \$ 4,018,503                 | \$ 3,834,983        | \$ 3,839,028                 | \$ 4,125,284                 |
| <b>TRAINING</b>   | \$ 60,588           | \$ 116,561          | \$ 132,164          | \$ 186,000                   | \$ 124,826          | \$ 203,000                   | \$ 186,000                   |
| <b>OPERATIONS</b> | \$ 32,103           | \$ 22,641           | \$ 59,105           | \$ 133,498                   | \$ 90,501           | \$ 109,463                   | \$ 97,773                    |
| <b>CAPITAL</b>    | \$ 72,240           | \$ -                | \$ 42,847           | \$ -                         | \$ 46,442           | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | <b>\$ 3,208,700</b> | <b>\$ 3,564,010</b> | <b>\$ 3,953,647</b> | <b>\$ 4,338,001</b>          | <b>\$ 4,096,752</b> | <b>\$ 4,151,491</b>          | <b>\$ 4,409,057</b>          |

### PERSONNEL

|                               | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>YTD<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|-------------------------------|--------------------|--------------------|--------------------|--------------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b>    |                    |                    |                    |                          |                              |                    |
| Application Administrator     | 1                  | 1                  | 1                  | 1                        |                              | 1                  |
| Asst Director of IT           | 1                  | 1                  | 1                  | 1                        |                              | 1                  |
| Audio/Visual Administrator    | 1                  | 1                  | 1                  | 1                        |                              | 1                  |
| Business Analyst              | 1                  | 1                  | 1                  | 1                        |                              | 1                  |
| Chief Information Officer     | 1                  | 1                  | 1                  | 1                        |                              | 1                  |
| Database Administrator        | 0                  | 1                  | 1                  | 1                        |                              | 1                  |
| Help Desk Support Specialist  | 2                  | 2                  | 2                  | 2                        |                              | 2                  |
| IT Data Analyst               | 1                  | 1                  | 1                  | 0                        |                              | 0                  |
| IT Assistant                  | 1                  | 1                  | 1                  | 1                        |                              | 1                  |
| IT Security Officer           | 1                  | 1                  | 1                  | 1                        |                              | 1                  |
| IT Security Administrator     | 1                  | 1                  | 1                  | 1                        |                              | 1                  |
| IT Senior Manager             | 1                  | 1                  | 1                  | 1                        |                              | 1                  |
| Functional Analyst            | 0                  | 1                  | 1                  | 1                        |                              | 1                  |
| Master Architect              | 1                  | 1                  | 1                  | 1                        |                              | 1                  |
| Network Administrator         | 3                  | 3                  | 3                  | 3                        |                              | 3                  |
| Network Support Specialist    | 5                  | 5                  | 5                  | 5                        |                              | 5                  |
| Office Coordinator            | 1                  | 1                  | 1                  | 1                        |                              | 1                  |
| Operation Supervisor          | 1                  | 1                  | 1                  | 1                        |                              | 1                  |
| Project Manager               | 0                  | 0                  | 0                  | 1                        |                              | 1                  |
| Senior Network Administrator  | 1                  | 1                  | 1                  | 1                        |                              | 1                  |
| Senior System Analyst/Prog    | 2                  | 2                  | 2                  | 2                        |                              | 2                  |
| SQL Database Analyst          | 2                  | 1                  | 1                  | 1                        |                              | 1                  |
| System Analyst/Programmer     | 2                  | 2                  | 3                  | 3                        |                              | 3                  |
| System Programming            | 1                  | 1                  | 1                  | 1                        |                              | 1                  |
| Supervisor                    |                    |                    |                    |                          |                              |                    |
| Web Development<br>Programmer | 1                  | 1                  | 1                  | 1                        |                              | 1                  |
| <b>PART-TIME POSITIONS</b>    |                    |                    |                    |                          |                              |                    |
| Assistant Web Developer       | 1                  | 1                  | 0                  | 0                        |                              | 0                  |
| <b>TOTAL</b>                  | <b>33</b>          | <b>34</b>          | <b>34</b>          | <b>34</b>                | <b>0</b>                     | <b>34</b>          |



## PURPOSE

The Department of Information Technology delivers qualitative and innovative information technology solutions to citizens, the business community and to Collin County staff for convenient access to appropriate information and services.

## MAJOR PROGRAMS

### **FINANCIAL MANAGEMENT / EAS / STRATEGIC MANAGEMENT**

To establish an IT Process Framework designed to standardize and increase predictability of select IT processes utilizing industry best practices and to lower total cost of ownership. To maintain and monitor the maintenance renewal process to ensure a consistent level of coverage is in place for all County supported computer systems in compliance with vendor agreements and contracts. To manage the use of standardized request for proposal (RFP) and statement of work (SOW) templates within the IT department when procuring computer equipment and services to ensure that all vendor proposals are provided a consistent view of the County technology strategy and installed infrastructure and serve as a focal point for the review of any RFP or SOW responses.

#### **FY 2018 Goals & Objectives**

- Set yearly equipment standards.
- Develop architecture roadmaps.
- Complete applications deployment documentation and process standards.
- Complete network documentation standards and templates.

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### **ADMINISTRATIVE MANAGEMENT**

IT Department's Administrative Support Services include customer service, payroll, budget (departmental and projects), Collin County operator, requisition entry, repair/replacements, travel expenditures, scheduling/training, maintenance renewals, procurement card process, onboarding/off boarding employees and office supply purchases.

#### **FY 2018 Goals & Objectives**

- Provide prompt and courteous county operator service to the citizens of Collin County.
- Continually explore ways to save on administrative costs.

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### **SERVICE SUPPORT MANAGEMENT**

Assistance includes installation, configuration, testing and maintenance for desktops, laptops and mobile devices for County users. Printers, faxes, scanners, electronic accessories/peripherals and Microsoft/3rd Party application support for County users.

#### **FY 2018 Goals & Objectives**

- First level support to resolve 50% of calls received.
- Second level of support to resolve all escalated calls timely.
- Complete the implementation of county wide projects as needed.

| PERFORMANCE MEASURES   | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| <b>IT Helpdesk</b>     |                   |                   |                   |                   |                   |                     |
| # of tickets open      | 23,559            | 11,142            | 6,623             | 9,026             | 6,833             | 9,000               |
| # of tickets closed    | 23,326            | 11,107            | 6,819             | 7,973             | 6,219             | 8,100               |
| % of ticket completion | 99%               | 100%              | 102.8%            | 87.2%             | 91.0%             | 90.0%               |

## FY 2018 Adopted Budget Summary

## Information Technology

### APPLICATION DEVELOPMENT

IT Department's Application Development Group is responsible for delivering working software on a frequent basis. We build projects around motivated individuals, giving them the environment and support they need and trust them to get the job done. Our highest priority is to satisfy the customer through early and continuous delivery of valuable software. Working software is the primary measure of progress (Principles behind the Agile Manifesto).

#### FY 2018 Goals & Objectives

- To develop working software that delights our customers.
- To collaborate daily with our business throughout the project.
- To encourage face-to-face conversations among developers and our customers.
- To allow self-organizing teams to emerge.
- To have the development team reflect on how to become more effective, then tune and adjust its behavior accordingly.
- To follow an application development iteration - a pre-defined time box (Sprints).

| PERFORMANCE MEASURES | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|----------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| # of Sprints         | 23                | 25                | 26                | 24                | -                 | -                   |

### PLAN - PROJECT MANAGEMENT OFFICE

The Project Management Office (PMO) is responsible for project planning and execution of all IT related projects in Collin County. The PMO team consists of project managers and business analysts who manage project activities including analysis, development, testing and implementation.

#### FY 2018 Goals & Objectives

- To plan all budgeted and adhoc projects that require IT's involvement (hardware, software, resources).
- To standardize project management processes for all projects (planned and unplanned).
- To provide end-to-end management of the project tasks, from project initiation to production support.
- To track budget vs. actual for all budgeted projects.
- To provide preliminary estimates for the magnitude of the project (estimate hours) in order to plan and schedule the project's

| PERFORMANCE MEASURES               | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| # of Budgeted Projects             | 39                | 30                | 74                | 134               | 116               | 108                 |
| # of Adhoc (non-budgeted) Projects | 5                 | 1                 | 5                 | 7                 | 5                 | 6                   |

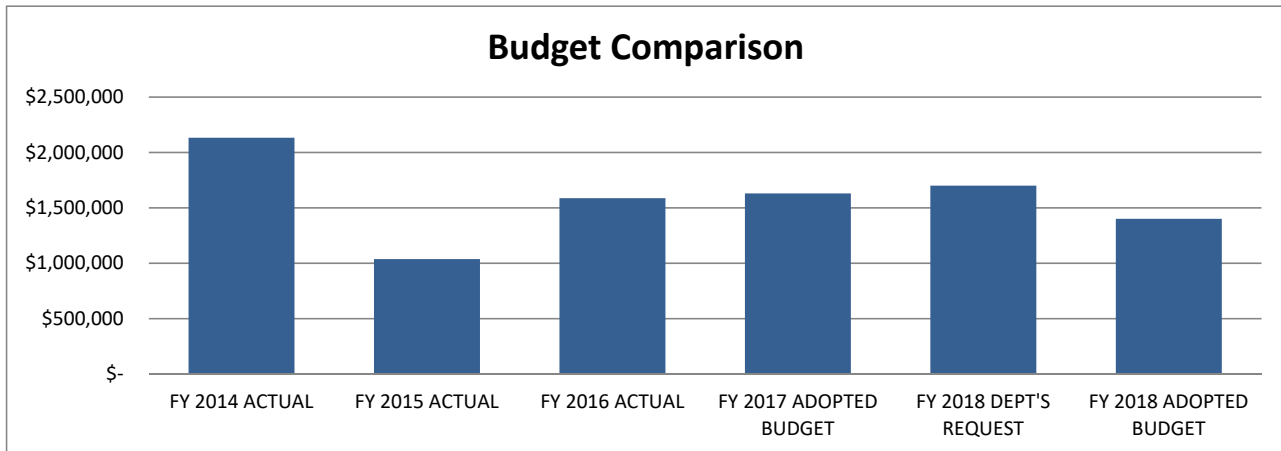
*\*New performance measures were implemented in FY 2013*

### DEPARTMENT IMPROVEMENTS

Information Technology received funding for tuition reimbursement for three employees. Cost of this department improvement to Collin County is \$19,000 in one-time expenditures.

## EXPENDITURES

|                   | FY 2014<br>ACTUAL   | FY 2015<br>ACTUAL   | FY 2016<br>ACTUAL   | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL   | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|---------------------|---------------------|---------------------|------------------------------|---------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ -                | \$ -                | \$ -                | \$ -                         | \$ -                | \$ -                         | \$ -                         |
| <b>TRAINING</b>   | \$ -                | \$ 3,278            | \$ -                | \$ 9,000                     | \$ 6,873            | \$ 9,000                     | \$ 9,000                     |
| <b>OPERATIONS</b> | \$ 733,126          | \$ 286,780          | \$ 545,577          | \$ 1,036,394                 | \$ 464,941          | \$ 682,546                   | \$ 682,546                   |
| <b>CAPITAL</b>    | \$ 1,399,869        | \$ 747,656          | \$ 1,041,679        | \$ 585,000                   | \$ 722,398          | \$ 1,009,250                 | \$ 709,500                   |
| <b>TOTAL</b>      | <b>\$ 2,132,995</b> | <b>\$ 1,037,714</b> | <b>\$ 1,587,255</b> | <b>\$ 1,630,394</b>          | <b>\$ 1,194,212</b> | <b>\$ 1,700,796</b>          | <b>\$ 1,401,046</b>          |



**PURPOSE**

The Department of Information Technology delivers qualitative and innovative information technology solutions to citizens, to the business community and to Collin County staff for convenient access to appropriate information and services.

**SERVICE SUPPORT MANAGEMENT**

The IT Security team is tasked with operating the County's Vulnerability Management program. The IT Security team consists of the IT Security Officer and IT Security Administrator. Working in tandem, this team leverages purchased software tools, and industry standard threat intelligence information, to develop action plans to patch software vulnerabilities on all County computing hardware.

**FY 2018 Goals & Objectives**

- Perform a weekly scan of the entire Collin County network for software vulnerabilities on a weekly basis.
- Prioritize findings of any software issues that need correction, so that IT address most critical issues first.
- Action alerts from partner agencies (FBI, DHS, MS-ISAC, etc...) about network threats in 24 hours.

| PERFORMANCE MEASURES                  | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|---------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| <b>Vulnerability Management</b>       |                   |                   |                   |                   |                   |                     |
| # of complete vulnerability scans run |                   |                   | 34                | 52                | 13                | 35                  |
| % of the network scanned              | n/a               | n/a               | n/a               | 100%              | 100%              | 100%                |
| # of intelligence alerts actioned     | n/a               | n/a               | n/a               | 246               | 73                | 160                 |

**DEPARTMENT IMPROVEMENTS**

Information Technology - Shared received funding to continue the County-wide hardware refresh program. These funds will be used to replace computer systems for the Medical Examiner, Tax Office, Child Protective Services, District Attorney and Substance Abuse. The cost of this department improvement to Collin County is \$538,754 in one-time expenditures.

Information Technology - Shared received funding for a security firewall for PeopleSoft. The new firewall system will add a layer of security to PeopleSoft to help defend against attacks that could expose non public information about County employees. The cost of this department improvement to Collin County is \$154,000 in one-time expenditures.

Information Technology - Shared received funding for an IBM N-Series Replacement. The current system is end of life and will no longer be supported. Due to the requirement that CJIS data be on supported equipment, it is necessary for the County to replace the existing equipment. The cost of this department improvement to Collin County is \$467,500 in one-time expenditures.

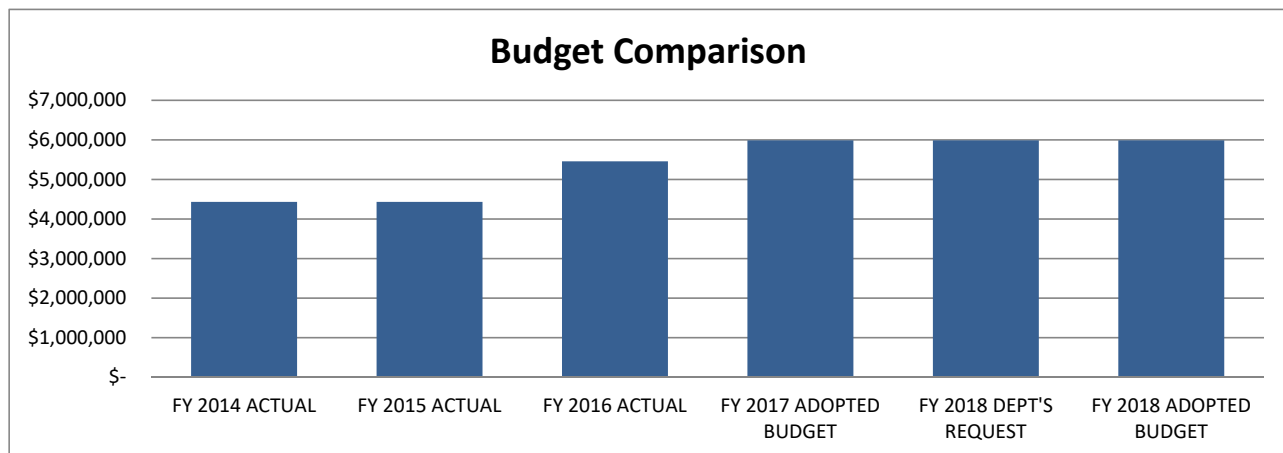
Information Technology - Shared received funding for a Security Operations Management Tool. The software will manage administrative privileges for County employees on the network as well as various software. The cost of this department improvement to Collin County is \$88,000 in one-time expenditures.

# FY 2018 Adopted Budget Summary

Inmate Health

## EXPENDITURES

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TRAINING</b>   | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>OPERATIONS</b> | \$ 4,432,611      | \$ 4,432,770      | \$ 5,458,350      | \$ 5,987,149                 | \$ 5,581,730      | \$ 5,987,149                 | \$ 5,987,149                 |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | \$ 4,432,611      | \$ 4,432,770      | \$ 5,458,350      | \$ 5,987,149                 | \$ 5,581,730      | \$ 5,987,149                 | \$ 5,987,149                 |



## FY 2018 Adopted Budget Summary

## Inmate Transfer - Admin

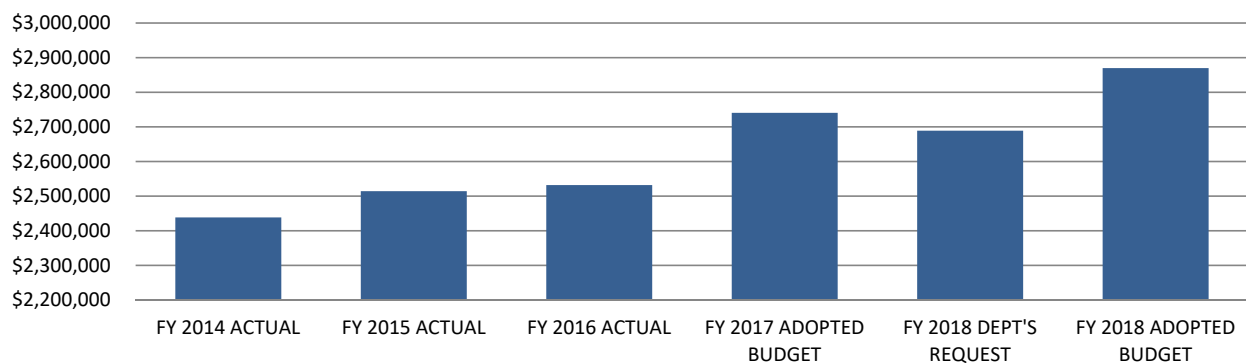
### EXPENDITURES

|                   | FY 2014<br>ACTUAL   | FY 2015<br>ACTUAL   | FY 2016<br>ACTUAL   | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL   | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|---------------------|---------------------|---------------------|------------------------------|---------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 2,417,960        | \$ 2,497,060        | \$ 2,513,949        | \$ 2,687,609                 | \$ 2,708,631        | \$ 2,642,497                 | \$ 2,829,500                 |
| <b>TRAINING</b>   | \$ 3,137            | \$ 6,688            | \$ 7,059            | \$ 4,500                     | \$ 10,095           | \$ 9,000                     | \$ 4,000                     |
| <b>OPERATIONS</b> | \$ 17,324           | \$ 10,579           | \$ 10,911           | \$ 17,607                    | \$ 9,669            | \$ 37,424                    | \$ 36,325                    |
| <b>CAPITAL</b>    | \$ -                | \$ -                | \$ -                | \$ 30,890                    | \$ 30,865           | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | <b>\$ 2,438,420</b> | <b>\$ 2,514,328</b> | <b>\$ 2,531,919</b> | <b>\$ 2,740,606</b>          | <b>\$ 2,759,260</b> | <b>\$ 2,688,921</b>          | <b>\$ 2,869,825</b>          |

### PERSONNEL

|                            | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|----------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b> |                    |                    |                    |                   |                              |                    |
| Courthouse Deputy          | 5                  | 5                  | 5                  | 5                 |                              | 5                  |
| Jail Sergeant              | 3                  | 3                  | 3                  | 3                 |                              | 3                  |
| Lieutenant                 | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Transport Officer          | 26                 | 26                 | 28                 | 28                |                              | 28                 |
| <b>TOTAL</b>               | <b>35</b>          | <b>35</b>          | <b>37</b>          | <b>37</b>         | <b>0</b>                     | <b>37</b>          |

### Budget Comparison



**PURPOSE**

The Holding Facility is a department under the supervision of the Collin County Sheriff's Office. Holding provides a safe and secure environment for transfer officers, hospital medical staff, courthouse staff, the general public, and inmates while incarcerated individuals are being transferred to various facilities. Holding also provides Court Bailiff Relief.

**MAJOR PROGRAMS****OFF-SITE SECURITY**

The Transfer area is responsible for making transports to many different locations throughout Collin, Grayson, and Dallas Counties. During these transports security must be provided to ensure that escapes, and injuries do not occur. Inmates are routinely admitted to hospitals within Collin and Dallas Counties and can become long admissions.

**FY 2018 Goals & Objectives**

- To utilize available and properly trained personnel to fill all requests 95% of the time.
- To have no escapes, no vehicle accidents, and no assaults on officers or public by incarcerated inmates in our custody 98% of the time.
- To have no escapes, no vehicle accidents, and no assaults on officers or public by high risk incarcerated inmates in our custody 100% of the time.

| PERFORMANCE MEASURES                           | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|------------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| # of Requests                                  | 1,033             | 1,344             | 1,366             | 1,204             | 368               | 500                 |
| # of Requests Filled                           | 1,033             | 1,344             | 1,366             | 1,204             | 368               | 500                 |
| % of Requests Filled                           | 100%              | 100%              | 100%              | 100%              | 100%              | 100%                |
| # of Inmate Transfers                          | 608               | 744               | 725               | 735               | 5,490             | 5,000               |
| # of Inmate Transfer w/out Incident            | 608               | 744               | 725               | 735               | 5,490             | 5,000               |
| % of Inmate Transfer w/out Incident            | 100%              | 100%              | 100%              | 100%              | 100%              | 100%                |
| # of High Risk Transfers                       | 237               | 468               | 428               | 604               | 1,020             | 1,000               |
| # of High Risk Inmate Transfer w/out Incident  | 237               | 468               | 428               | 604               | 1,020             | 1,000               |
| % of High Risk Inmate Transfer w/out Incidents | 100%              | 100%              | 100%              | 100%              | 100%              | 100%                |

**INMATE TRANSFER**

The transfer area must make inmate transports to many different locations throughout Collin, Dallas, and Grayson Counties. Inmates must be taken to doctor offices, hospitals, and courts. The transfer staff makes many transports daily to accomplish these objectives.

**FY 2018 Goals & Objectives**

- To have no escapes, no vehicle accidents, and no assaults on officers or public by incarcerated inmates in our custody 100% of the time.
- To have no escapes, no vehicle accidents, and no assaults on officers or public by **high risk** incarcerated inmates in our custody 100% of the time.

| PERFORMANCE MEASURES                 | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|--------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| # of Inmate Transfers                | 4,750             | 4,491             | 3,966             | 4,104             | 3,967             | 4,200               |
| # of Inmate Transfer w/out Incidents | 4,750             | 4,491             | 3,964             | 4,104             | 3,967             | 4,200               |

## FY 2018 Adopted Budget Summary

## Inmate Transfer - Admin

### INMATE TRANSFER CONTINUED

| PERFORMANCE MEASURES                          | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|-----------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| % of Inmate Transfer w/out Incidents          | 100%              | 100%              | 99.95%            | 100%              | 100%              | 100%                |
| # of High Risk Transfers                      | 1,052             | 889               | 757               | 753               | 846               | 850                 |
| # of High Risk Inmate Transfer w/out Incident | 1,052             | 889               | 757               | 753               | 846               | 850                 |
| # of High Risk Inmate Transfer w/out Incident | 100%              | 100%              | 100%              | 100%              | 100%              | 100%                |

### ADMINISTRATION

The transfer staff have duties including, but not limited to, completing reports involving inmate incidents, reports for daily task completion, weekly reporting, and monthly reporting. Furthermore, the staff must complete forms in regards to inmate observations, and arrests made within the courts. In addition, other tasks that may be required by supervisory staff.

### FY 2018 Goals & Objectives

- Training Measures in Jail PBMs.

### DEPARTMENT IMPROVEMENTS

Inmate Transfer received TCOLE License Certification Pay funding. TCLOE recognizes a basic, intermediate, advanced and master licenses for these positions. Certification rates includes \$55.00 monthly for Intermediate, \$80.00 for Advanced and \$125.00 for Masters license. Cost of this department improvement to Collin County is \$8,051 in recurring expenditures.

Inmate Transfer received Honor Guard and DRT Special Units Pay funding. The Honor Guard performs regularly at investitures, swearing in ceremonies, police memorials, officer funerals, parades and political events. The Detention Response Team (DRT) will receive additional compensation for the many hours of training and preparation that is required to respond to special operations activities in the jail such as cell extractions and high risk transports to court or medical facilities. Cost of this department improvement to Collin County is \$11,104 in recurring expenditures.

Inmate Transfer received funding for Peace Officer equipment. Included are handguns, magazine carrier, holster, belt, keepers, handcuff cases with handcuffs and other equipment. Cost of this department improvement is \$18,318 in one-time expenditures.

Inmate Transfer received funding for leather gear stipend. Funds will be given to each newly hired or promoted to the position of Deputy Sheriff for the purpose of buying leather gear and accessories that meet SO specifications. Cost of this department improvement is \$4,630 in recurring expenditures.

Inmate Transfer received additional FTO training compensation. Training officers compensated at \$50.00 per pay period. That period of time can be up to 19 weeks for a new hire. The new hires must receive training prior to working on their own for the safety and well-being of both the public and the employees. Cost of this department improvement is \$1,157 in recurring expenditures.

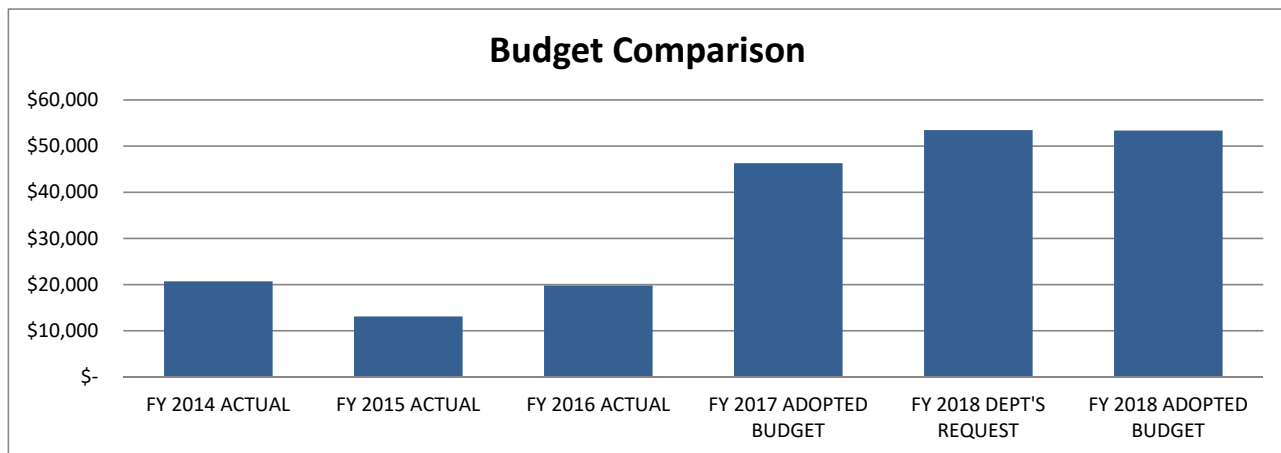
Inmate Transfer received funding for first responder protection. Included are plate carriers, armor vests and helmets that will better protect responders, citizens, and county employees. These could also be utilized during high-risk transports and other high-risk security scenarios at the courthouse, detention facility or other situations. Cost of this department improvement is \$49,467 in one-time expenditures.

# **FY 2018 Adopted Budget Summary**

# **Jail Cafeteria**

## **EXPENDITURES**

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TRAINING</b>   | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>OPERATIONS</b> | \$ 20,697         | \$ 13,103         | \$ 19,810         | \$ 46,300                    | \$ 24,955         | \$ 46,400                    | \$ 46,300                    |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ 7,085                     | \$ 7,085                     |
| <b>TOTAL</b>      | \$ 20,697         | \$ 13,103         | \$ 19,810         | \$ 46,300                    | \$ 24,955         | \$ 53,485                    | \$ 53,385                    |



**DEPARTMENT IMPROVEMENTS**

The Jail Cafeteria received funding for a replacement salad bar. Upgrading the salad bar to a unit with electronically controlled temperature will ensure that the food products remain safe to consume because it will maintain a constant temperature. Cost of this department improvement to Collin County is \$7,085 in one-time expenditures.

# **FY 2018 Adopted Budget Summary**

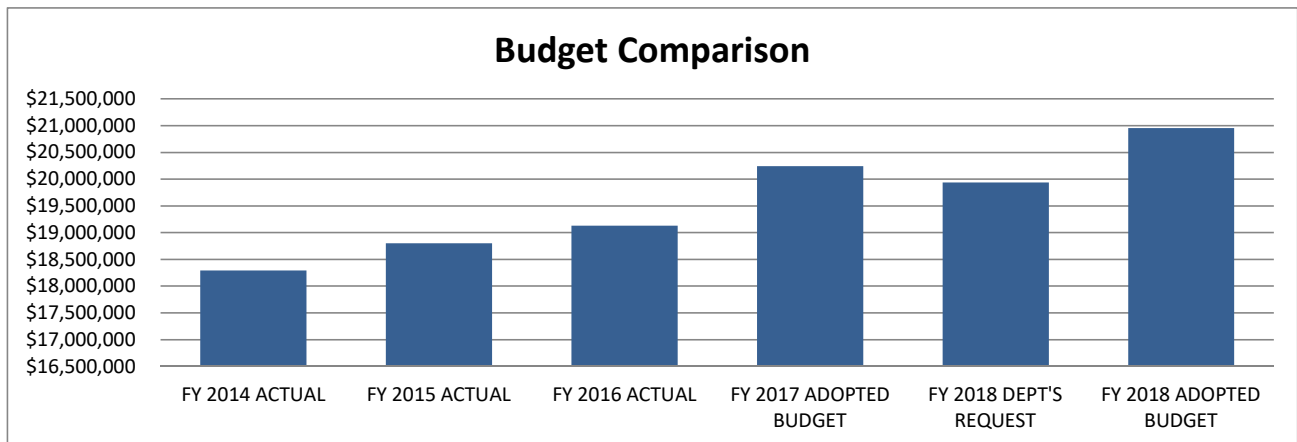
# **Jail Ops - Admin**

## **EXPENDITURES**

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 16,876,521     | \$ 17,363,834     | \$ 17,455,797     | \$ 18,214,877                | \$ 14,202,457     | \$ 17,831,767                | \$ 19,191,417                |
| <b>TRAINING</b>   | \$ 22,264         | \$ 16,786         | \$ 33,548         | \$ 37,300                    | \$ 23,213         | \$ 92,362                    | \$ 51,936                    |
| <b>OPERATIONS</b> | \$ 1,344,700      | \$ 1,415,085      | \$ 1,564,442      | \$ 1,985,463                 | \$ 1,424,353      | \$ 1,933,589                 | \$ 1,678,087                 |
| <b>CAPITAL</b>    | \$ 46,098         | \$ 1,635          | \$ 73,475         | \$ -                         | \$ 3,555          | \$ 79,950                    | \$ 29,415                    |
| <b>TOTAL</b>      | \$ 18,289,583     | \$ 18,797,341     | \$ 19,127,260     | \$ 20,237,640                | \$ 15,653,578     | \$ 19,937,668                | \$ 20,950,855                |

## **PERSONNEL**

|                                         | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|-----------------------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b>              |                    |                    |                    |                   |                              |                    |
| Administrative Secretary                | 2                  | 2                  | 2                  | 2                 |                              | 2                  |
| Assistant Chief Deputy                  | 1                  | 1                  | 0                  | 0                 |                              | 0                  |
| Captain                                 | 6                  | 6                  | 6                  | 6                 |                              | 6                  |
| Community Corrections<br>Officer        | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Detention Officer                       | 208                | 208                | 208                | 208               |                              | 208                |
| Food Service Supervisor                 | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Food Service Technician                 | 5                  | 5                  | 5                  | 5                 |                              | 5                  |
| Information Clerk /<br>Receptionist JCV | 5                  | 5                  | 5                  | 5                 |                              | 5                  |
| Inmate Program Coordinator              | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Inventory Control Clerk                 | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Jail Administrator                      | 0                  | 0                  | 1                  | 1                 |                              | 1                  |
| Jail Case Coordinator                   | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Jail Case Officer                       | 3                  | 3                  | 3                  | 3                 |                              | 3                  |
| Jail Sergeant                           | 11                 | 11                 | 11                 | 11                |                              | 11                 |
| Lieutenant                              | 12                 | 12                 | 12                 | 12                |                              | 12                 |
| Secretary                               | 2                  | 2                  | 2                  | 2                 |                              | 2                  |
| <b>TOTAL</b>                            | 260                | 260                | 260                | 260               | 0                            | 260                |



## PURPOSE

Jail Operations is a department under the supervision of the Collin County Sheriff's Office and is responsible for the safety of the citizens of Collin County by confining individuals accused or convicted of violating the law classified as medium or high risk. Jail Operations provides the following; Inmate housing, Infirmary Services, Staff Training and Inmate Programs. Pre-Trial Release provides the following; Work Release Program, Substance Abuse Felony Punishment Facility, Pre-Trial Release Program, Texas Department of Criminal Justice Admissions and Electronic Monitoring Program as well as other administrative functions that include inmate population statistics and to monitor and ensure court appointed attorney appointments.

## MAJOR PROGRAMS

### DETENTION OPERATIONS

Detention Operations includes many aspects of daily jail operations which include, but are not completed limited to, medical, admissions/release, housing, kitchen, service areas, and laundry. In addition, federal inmates are housed in this facility by contract with the United States Marshall's Office.

### FY 2018 Goals & Objectives

- To maintain a 98% staffing rate at all times by providing a safe and secure environment for staff and inmates.
- To have all inmates seen within 24 hours from sick call placement 90% of the time and remaining request within 48 hours.
- To reduce off-site emergency room care by 5% by maintaining and utilizing available medical resources to care for all inmate medical request.
- To score a 95 or above on the yearly kitchen / laundry inspection 95% of the time.
- To provide various programs and enroll inmates within 7 days of request 90% of the time.

| PERFORMANCE MEASURES                                           | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|----------------------------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| # of Positions Approved                                        | 153               | 153               | 153               | 159               | 159               | 159                 |
| # of Positions Filled                                          | 148               | 147               | 134               | 136               | 146               | 159                 |
| % of Positions Filled                                          | 97%               | 96%               | 88%               | 86%               | 92%               | 100%                |
| # of Medical Care Requests                                     | 10,255            | 12,707            | 12,756            | 11,879            | 16,407            | 17,945              |
| # of Inmates Treated/Seen                                      | 10,148            | 12,334            | 12,329            | 11,316            | 14,978            | 16,186              |
| # of Inmates Treated/Seen w/in 24 Hours of Sick Call Placement | 9,500             | 10,667            | 10,718            | 10,424            | 13,889            | 14,986              |
| % of Inmates Treated/Seen w/in 24 Hours of Sick Call Placement | 94%               | 86%               | 87%               | 92%               | 93%               | 95%                 |
| # of Inmates Treated/Seen w/in 48 Hours of Sick Call Placement | 500               | 825               | 734               | 386               | 575               | 594                 |
| % of Inmates Treated/Seen w/in 48 Hours of Sick Call Placement | 5%                | 7%                | 6%                | 3%                | 4%                | 5%                  |
| # of Medical Care Request                                      | 10,255            | 12,707            | 12,756            | 11,879            | 16,407            | 17,945              |
| # of Inmates Treated in Off-Site Emergency Care                | 94                | 126               | 114               | 97                | 125               | 133                 |
| % of Inmates Treated in Off-Site Emergency Care                | 1%                | 1%                | 0.89%             | 0.82%             | 0.76%             | 1%                  |
| # of Health Inspections Completed                              | 4                 | 4                 | 4                 | 4                 | 4                 | 4                   |

## FY 2018 Adopted Budget Summary

## Jail Ops - Admin

### DETENTION OPERATIONS CONTINUED

| PERFORMANCE MEASURES                            | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|-------------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| # of Inspection Score of 95 or Above            | 4                 | 4                 | 4                 | 4                 | 4                 | 4                   |
| % of Inspection Score of 95 or Above            | 100%              | 100%              | 100%              | 100%              | 100%              | 100%                |
| # of Programs Provided                          | 254               | 263               | 248               | 203               | 197               | 200                 |
| # of Program Enrollments                        | 10,238            | 12,775            | 14,604            | 22,311            | 5,300             | 5,300               |
| # of Program Enrollments w/in 7 Days of Request | 9,660             | 11,328            | 13,539            | 21,722            | 4,983             | 5,300               |
| % of Program Enrollments w/in 7 Days of Request | 94%               | 89%               | 93%               | 97%               | 94%               | 100%                |

### ADMISSION/ RELEASE/ CLASSIFICATION

The Admissions/Release area is program under the direction of the Detention Bureau. This program is responsible for accepting, processing, housing, and releasing all individuals incarcerated for alleged violations of law.

#### FY 2018 Goals & Objectives

- To place the inmate information in the system within 2 hours of receiving 98% of the time.
- To process and release inmates by completing the bonds accurately 98% of the time.
- To classify the inmates incarcerated in the facility within 48 hours of entry 80% of the time.

| PERFORMANCE MEASURES                                                            | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|---------------------------------------------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| # of Inmate Information Files                                                   | 18,801            | 19,103            | 17,282            | 16,831            | 19,067            | 19,100              |
| # of Inmate Information Files Entered into the System w/in 2 Hours of Receiving | 7,365             | 6,334             | 6,118             | 6,349             | 5,066             | 6,500               |
| % of Inmate Information Files Entered into the System w/in 2 Hours of Receiving | 39%               | 33%               | 35%               | 38%               | 27%               | 34%                 |
| # of Bonds Processed                                                            | 20,280            | 19,607            | 19,015            | 20,375            | 19,540            | 19,540              |
| # of Bonds Processed w/out Errors                                               | 20,280            | 19,607            | 19,015            | 20,363            | 19,493            | 19,540              |
| % of Bonds Processed w/out Errors                                               | 100%              | 100%              | 100%              | 99.94%            | 99.76%            | 100%                |
| *# of Inmates Classified                                                        | 18,801            | 19,103            | 17,282            | 13,915            | 15,212            | 15,212              |
| # of Inmates Classified w/in 48 Hours                                           | 18,801            | 19,103            | 17,282            | 13,915            | 15,211            | 15,211              |
| % of Inmates Classified w/in 48 Hours                                           | 100%              | 100%              | 100%              | 100%              | 100%              | 100%                |

### ADMINISTRATION/ TRAINING

This program includes, but are not limited to, duties within each job classification that deal with reporting tasks, and mandated training. Employees working in this program must do daily reporting in regards to work activities, inmate related incidents, inmate observations and reporting, menu scheduling, and other related duties concerning administration. Furthermore, all licensed personnel must undergo mandated training required by the Texas Commission on Law Enforcement Standards and Education.

#### FY 2018 Goals & Objectives

- To have detention officers complete jail training by the jail training officer 90% of the time.
- To have detention officers who need extended jail training completed within 34 days 95% of the time.

## FY 2018 Adopted Budget Summary

## Jail Ops - Admin

### ADMINISTRATION/ TRAINING CONTINUED

#### FY 2018 Goals & Objectives

- To have all temporary licensed detention officers trained and obtain jailers license within 9 months of hire date 90% of the time.

| PERFORMANCE MEASURES                                                                    | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|-----------------------------------------------------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| # of Detention Officers Assigned to Post Training                                       | 93                | 91                | 92                | 99                | 151               | 150                 |
| # of Detention Officers who Completed the Jail Training Post Training                   | 75                | 85                | 65                | 77                | 105               | 150                 |
| # of Detention Officers who Completed the Required Jail Post Training w/out Extensions. | 67                | 32                | 60                | 71                | 100               | 150                 |
| % of Detention Officers who Completed the Required Jail Post Training Program           | 81%               | 93%               | 71%               | 78%               | 70%               | 100%                |
| # of Detention Officers' training Extended                                              | 8                 | 12                | 8                 | 13                | 6                 | 10                  |
| # of Detention Officers who Completed Extended Jail Training w/in 34 Days               | 8                 | 11                | 8                 | 7                 | 5                 | 10                  |
| % of Detention Officers who Completed Extended Jail Training w/in 34 Days               | 100%              | 92%               | 100%              | 54%               | 83%               | 100%                |
| # of Detention Officers that Obtained a Jailers License                                 | 40                | 32                | 44                | 43                | 34                | 40                  |
| # of Detention Officers that Obtained a Jailers License w/in 9 Months of Hire Date      | 32                | 24                | 29                | 27                | 31                | 40                  |
| % of Detention Officers that Obtained a Jailers License w/in 9 Months of Hire Date      | 80%               | 75%               | 66%               | 63%               | 91%               | 100%                |

### INMATE TRANSFER

The personnel working in this program are responsible for preparing, transporting, securing, and returning inmates to the confines of the jail. During these transfers incarcerated individuals are transported to and from court, to and from hospitals, to and from doctors, and these locations can be anywhere in Grayson, Dallas, and Collin Counties. In addition, revenue is generated by reimbursement from the United States Marshall's Office. The transfer area transports federal inmates to and from the Federal Courthouse.

#### FY 2018 Goals & Objectives

- Inmate Transfer Measures in Holding PBMs.

### OFF-SITE SECURITY

Jail detention staff must assist the transfer staff in providing security outside the confines of the jail. These locations may be, but are not limited to, hospitals, doctor's offices, court facilities located in various locations throughout Collin County. Staff are responsible for transporting those individuals and ensuring proper security is at all times.

#### FY 2018 Goals & Objectives

- Off-Site Security Measures in Holding PBMs.

## JAIL CASE COORDINATOR

This program involves areas pertaining to Community Corrections (work release), monitoring jail populations, designing and recommending methods to reduce jail overcrowding, statistical data reporting in regards to the criminal justice system, coordinating P.I.A. interviews and releases from custody, and other related duties.

### FY 2018 Goals & Objectives

- To screen 90% of incarcerated individuals and provide Pre Trial Release bonding services to all qualified individuals within 48 hours of their admission to jail.
- To enroll applicable incarcerated individuals to the work release program within 48 hours from their date of sentence or jail admission date 90% of the time.
- To enroll 90% of participants into the GPS monitoring system within 48 hours of sentencing or court order.
- To ensure all applicable inmates are paper ready and notification made for acceptance by the **Substance Abuse Felony Punishment Facility** within 4 weeks of sentencing 90% of the time.
- To ensure all applicable inmates are paper ready and notification made for acceptance by the **Texas Department of Criminal Justice** within 4 weeks of sentencing 90% of the time.

| PERFORMANCE MEASURES                                                                          | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|-----------------------------------------------------------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| # of Individuals Screened                                                                     | 13,858            | 12,492            | 12,262            | 12,749            | 13,950            | 14,000              |
| # of Applications Completed for Qualified Applicants                                          | 685               | 566               | 500               | 412               | 430               | 500                 |
| # of Applications Completed for Qualified Applicants w/in 48 Hours of Their Admission to Jail | 683               | 564               | 500               | 412               | 430               | 500                 |
| % of Applications Completed for Qualified Applicants w/in 48 Hours of Their Admission to Jail | 100%              | 100%              | 100%              | 100%              | 100%              | 100%                |
| # of Incarcerated Participants                                                                | 90                | 102               | 120               | 96                | 83                | 100                 |
| # of Incarcerated Participants Enrolled w/in 48 Hours from their Date of Sentence             | 70                | 93                | 115               | 86                | 83                | 100                 |
| % of Incarcerated Participants Enrolled w/in 48 Hours from their Date of Sentence             | 78%               | 91%               | 96%               | 90%               | 100%              | 100%                |
| # of Participants                                                                             | 58                | 45                | 66                | 64                | 79                | 80                  |
| # of Participants Enrolled w/in 2 Days from their Date of Sentence                            | 54                | 43                | 64                | 64                | 79                | 80                  |
| % of Participants Enrolled w/in 2 Days from their Date of Sentence                            | 93%               | 96%               | 97%               | 100%              | 100%              | 100%                |
| <b>Substance Abuse Felony Punishment Facility</b>                                             |                   |                   |                   |                   |                   |                     |
| # of Inmate Admissions Processed                                                              | 56                | 69                | 59                | 71                | 84                | 90                  |
| # of Inmates Paper Ready                                                                      | 53                | 58                | 53                | 68                | 88                | 90                  |
| # of Inmates Paper Ready w/in 4 Weeks of Sentencing                                           | 53                | 54                | 45                | 60                | 76                | 90                  |
| % of Inmates Paper Ready w/in 4 Weeks of Sentencing                                           | 95%               | 78%               | 76%               | 85%               | 90%               | 100%                |

## FY 2018 Adopted Budget Summary

## Jail Ops - Admin

### JAIL CASE COORDINATOR CONTINUED

| PERFORMANCE MEASURES                                | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|-----------------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| <b>Texas Department of Criminal Justice</b>         |                   |                   |                   |                   |                   |                     |
| # of Inmate Admissions Processed                    | 1,341             | 1,404             | 1,242             | 1,202             | 1,257             | 1,300               |
| # of Inmates Paper Ready                            | 1,217             | 1,415             | 1,245             | 1,173             | 1,251             | 1,300               |
| # of Inmates Paper Ready w/in 4 Weeks of Sentencing | 1,202             | 1,407             | 1,237             | 1,169             | 1,248             | 1,300               |
| % of Inmates Paper Ready w/in 4 Weeks of Sentencing | 90%               | 100%              | 99.6%             | 97.3%             | 99.3%             | 100%                |

### DEPARTMENT IMPROVEMENTS

Jail Operations received TCOLE License Certification Pay funding. TCLOE recognizes a basic, intermediate, advanced and master licenses for these positions. Certification rates includes \$55.00 monthly for Intermediate, \$80.00 for Advanced and \$125.00 for Masters license. Cost of this department improvement to Collin County is \$48,306 in recurring expenditures.

Jail Operations received Special Units Pay funding. The Honor Guard and DRT members will receive \$100 a month. Cost of this department improvement to Collin County is \$29,148 in recurring expenditures.

Jail Operations received funding for leather gear stipend. Funds will be given to each newly hired or promoted to the position of Deputy Sheriff for the purpose of buying leather gear and accessories that meet SO specifications. Cost of this department improvement is \$4,630 in recurring expenditures.

Jail Operations received funding for Peace Officer equipment. Included are handguns, magazine carrier, holster, belt, keepers, handcuff cases with handcuffs and other equipment. Cost of this department improvement is \$21,825 in one-time expenditures.

Jail Operations received an increase in FTO Training Compensation. The new hires must receive training prior to working on their own is critical to the safety and well-being of both the public and the employees in addition to the county's liability. Cost of this department improvement to Collin County is \$11,565 in recurring expenditures.

Jail Operations received funding for the replacement of kitchen equipment. A gas floor fryer, gas kettle, delivery carts and a 5 well heated serving line are in need of replacement do to their age and condition. Cost of this department improvement to Collin County is \$34,150 in one-time expenditures.

Jail Operations received funding for the replacement vacuums. Twenty units are beyond repair do to age and usage. Cost of this department improvement to Collin County is \$13,600 in one-time expenditures.

Jail Operations received funding for Honor Guard Equipment. The primary function of the Honor Guard is to appear at all events in pristine condition with their rifles, equipment, flags, and uniforms. This is a fundamental basic concept for Honor Guard duties. Cost of this department improvement to Collin County is \$6,626 in one-time expenditures.

Jail Operations received funding for new and replacement riot control suits. Ten replacement and five new suits are needed in order to provide full tactical protection. Cost of this department improvement to Collin County is \$7,500 in one-time expenditures.

Jail Operations received funding for AED equipment. Two additional defibrillators are needed for responses to emergencies. Cost of this department improvement to Collin County is \$3,240 in one-time expenditures.

Jail Operations received additional training and travel funding. New courses are being offered and additional staff will be attending further training. Cost of this department improvement to Collin County is \$194,086 in recurring expenditures.

## FY 2018 Adopted Budget Summary

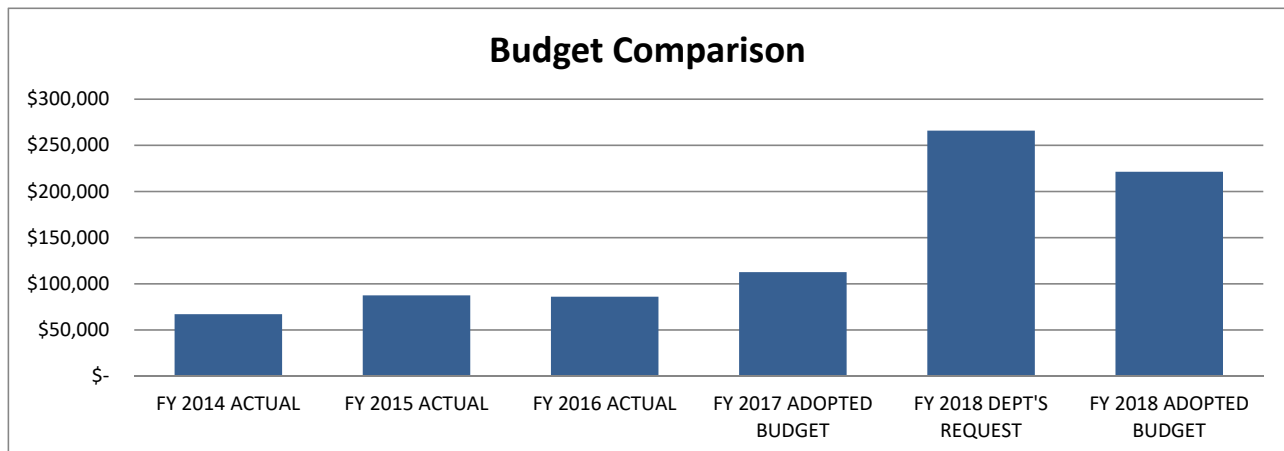
## Justice of the Peace- Shared

### EXPENDITURES

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 63,742         | \$ 74,381         | \$ 81,714         | \$ 78,727                    | \$ 91,948         | \$ 240,012                   | \$ 198,808                   |
| <b>TRAINING</b>   | \$ -              | \$ 402            | \$ 991            | \$ 1,300                     | \$ 1,012          | \$ 1,300                     | \$ 1,300                     |
| <b>OPERATIONS</b> | \$ 3,378          | \$ 12,732         | \$ 3,348          | \$ 32,600                    | \$ -              | \$ 24,675                    | \$ 21,275                    |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | \$ 67,120         | \$ 87,515         | \$ 86,053         | \$ 112,627                   | \$ 92,960         | \$ 265,987                   | \$ 221,383                   |

### PERSONNEL

|                              | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|------------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b>   |                    |                    |                    |                   |                              |                    |
| Functional Analyst           | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Legal Clerk I (Magistration) | 0                  | 0                  | 0                  | 0                 | 3                            | 2                  |
| <b>TOTAL</b>                 | 1                  | 1                  | 1                  | 1                 | 3                            | 3                  |



**PERSONNEL CHANGES**

Justice of the Peace - Shared received personnel for Jail Magistration. Two Legal Clerk I positions will allow all clerk duties performed for magistration to be conducted by clerks assigned and reporting to the Justice of the Peace Court. The addition of these positions will also allow for 7 days a week coverage for jail magistration. The cost of this department improvement to Collin County is \$97,620 in recurring and \$14,321 in one-time expenditures with \$7,246 of the one-time expenditures being funded out of the JP Court Technology Fund.

# FY 2018 Adopted Budget Summary

Justice of the Peace, Pct. 1

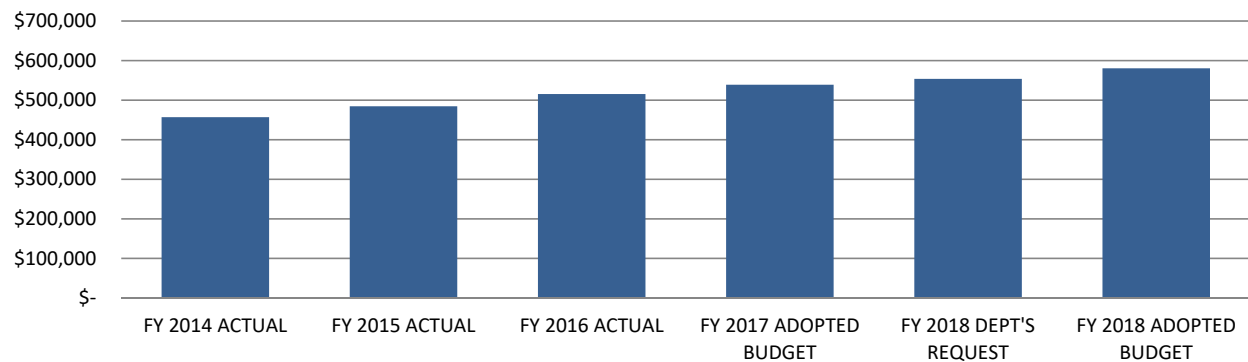
## EXPENDITURES

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 450,661        | \$ 473,482        | \$ 506,980        | \$ 527,405                   | \$ 523,543        | \$ 539,477                   | \$ 568,958                   |
| <b>TRAINING</b>   | \$ 3,945          | \$ 7,894          | \$ 5,689          | \$ 8,200                     | \$ 4,829          | \$ 8,200                     | \$ 8,200                     |
| <b>OPERATIONS</b> | \$ 2,365          | \$ 3,171          | \$ 2,817          | \$ 3,350                     | \$ 2,221          | \$ 6,150                     | \$ 3,350                     |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | \$ 456,971        | \$ 484,547        | \$ 515,487        | \$ 538,955                   | \$ 530,593        | \$ 553,827                   | \$ 580,508                   |

## PERSONNEL

|                            | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|----------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b> |                    |                    |                    |                   |                              |                    |
| JP Court Administrator     | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Justice of the Peace Judge | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Legal Clerk I              | 4                  | 4                  | 4                  | 4                 |                              | 4                  |
| Legal Clerk II             | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| <b>TOTAL</b>               | 7                  | 7                  | 7                  | 7                 | 0                            | 7                  |

## Budget Comparison



## PURPOSE

The Justice Court in Precinct 1 presides over a Civil and Criminal Court. The type of civil cases the Court hears include, Repair/Remedy, Evictions, Credit or Debit Card suits and Small Claim cases where the amount of controversy does not exceed \$10,000.00. The Criminal Court handles many criminal matters that occur in the precinct and are punishable by a fine only [no jail time]. Some of those cases include, Traffic matters, Assaults, Thefts, Education Code and Alcohol/Tobacco Violations. The Judge in this Court also sits as a magistrate and presides over the jail cases each morning. Other magistrate duties include, juvenile warnings, felony warrants, examining trials and many other areas. The Justice Court also handles driver's license suspension, animal cruelty cases, disposition of stolen property matters and nuisance cases. This court also presides over hearings on deed restrictions and an assortment of other administrative magistrate functions.

This court is also responsible for the collection of fees for the court, warrant issuance, various types of civil processes, issuance of summons, assignment and monitoring of community service, monitoring compliance of mandatory drug and alcohol rehabilitation courses as well as probated sentences and driver's safety courses. This court also serves as the administrative court for all Justice Courts within Collin County.

## MAJOR PROGRAMS

### CRIMINAL

Data entry, filing, post payments on computer and issue receipts, update case status in file and on computer, provide procedures for individual needs such deferred, defensive driving request, extensions, schedule court dates and forms and/or applications needed for each. Issue warrants, recall warrants, process incoming mail, suspend driver's license, issue emergency protective orders and arraignments, assist the public who enter the office, answer all incoming phone calls, emails and faxes. Customer Service. Continued Education.

### FY 2018 Goals & Objectives

- To process all criminal cases accurately in a timely manner (the date filed). This includes traffic citations, hot check cases, examining trials; education cases, alcohol and tobacco cases and felony warrants among various others.

| PERFORMANCE MEASURES                        | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|---------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| <b>Criminal Cases Filed</b>                 |                   |                   |                   |                   |                   |                     |
| All Other Criminal Cases Filed              |                   |                   |                   | 459               | 1,652             | 1,056               |
| Traffic                                     | 7,073             | 5,298             | 3,657             | 3,899             | 4,280             | 4,841               |
| Non-traffic                                 | 1,173             | 1,165             | 650               | 333               | 424               | 749                 |
| Juvenile/Truancy                            | 222               | 206               | 165               | 57                | 53                | 50                  |
| <b>Total Criminal Cases Filed</b>           | 8,468             | 6,669             | 4,472             | 4,748             | 6,409             | 6,696               |
| <b>Criminal Cases Disposed</b>              |                   |                   |                   |                   |                   |                     |
| All Other Criminal Cases Disposed           |                   |                   |                   | 459               | 98                | 279                 |
| Traffic                                     | 6,892             | 5,527             | 3,917             | 3,848             | 4,888             | 5,014               |
| Non-traffic (Includes Juvenile/Truancy)     | 1,356             | 1,222             | 900               | 137               | 586               | 842                 |
| <b>Total Criminal Cases Disposed</b>        | 8,248             | 6,749             | 4,817             | 4,444             | 5,572             | 6,135               |
| <b>Criminal Cases Appealed</b>              |                   |                   |                   |                   |                   |                     |
| Traffic                                     | 8                 | 22                | 24                | 55                | 2                 | 22                  |
| Non-traffic (Includes Juvenile/Truancy)     | -                 | -                 | -                 | -                 | -                 | -                   |
| <b>Total Criminal Cases Appealed</b>        | 8                 | 22                | 24                | 55                | 2                 | 22                  |
| Examining Trials                            | 287               | 267               | 315               | 268               | 307               | 289                 |
| Criminal Cases Disposed as % of Total Added | 97%               | 101%              | 108%              | 94%               | 87%               | 92%                 |

## CIVIL

Data entry of small claims, justice claims and evictions, post filing and service fee payments, filing, set court dates and send out to all parties, send judgments to all parties, issue abstract of judgments, writ of executions, writ of sequestrations, writ of possessions, file and update returns on all cases, update computer and file on all cases, assist public with procedures who enter office or by phone, email or fax. Customer service. Continued education.

### FY 2018 Goals & Objectives

- To enter and process small claims, justice claims, evictions and any documents associated with these cases daily.

| PERFORMANCE MEASURES                     | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| Civil Cases Filed                        |                   |                   |                   |                   |                   |                     |
| All Other Civil Cases Filed              | N/A               | N/A               | N/A               | 85                | 2                 | -                   |
| Debt Claims                              | 725               | 688               | 775               | 790               | 1,094             | 814                 |
| Landlord/Tenant                          | 1,230             | 1,089             | 1,228             | 1,182             | 1,191             | 1,184               |
| Small Claims Suits                       | 328               | 417               | 545               | 491               | 451               | 446                 |
| <b>Total Civil Cases Filed</b>           | <b>2,283</b>      | <b>2,194</b>      | <b>2,548</b>      | <b>2,548</b>      | <b>2,738</b>      | <b>2,444</b>        |
| Civil Cases Disposed                     |                   |                   |                   |                   |                   |                     |
| All Other Civil Cases Disposed           | N/A               | N/A               | N/A               | 85                | -                 | -                   |
| Debt Claims                              | 710               | 507               | 777               | 741               | 936               | 734                 |
| Landlord/Tenant                          | 921               | 1,089             | 1,198             | 1,098             | 1,185             | 1,098               |
| Small Claims Suits                       | 303               | 273               | 346               | 526               | 411               | 372                 |
| <b>Total Civil Cases Disposed</b>        | <b>1,934</b>      | <b>1,869</b>      | <b>2,321</b>      | <b>2,450</b>      | <b>2,532</b>      | <b>2,204</b>        |
| Civil Cases Appealed                     |                   |                   |                   |                   |                   |                     |
| Debt Claims                              | -                 | 1                 | -                 | 1                 | -                 | -                   |
| Landlord/Tenant                          | 6                 | 19                | 31                | 55                | 32                | 29                  |
| Small Claims Suits                       | 3                 | 4                 | 6                 | 12                | -                 | 5                   |
| <b>Total Civil Cases Appealed</b>        | <b>9</b>          | <b>24</b>         | <b>37</b>         | <b>68</b>         | <b>32</b>         | <b>34</b>           |
| Civil Cases Disposed as % of Total Added | 85%               | 85%               | 91%               | 96%               | 92%               | 90%                 |

## FY 2018 Adopted Budget Summary

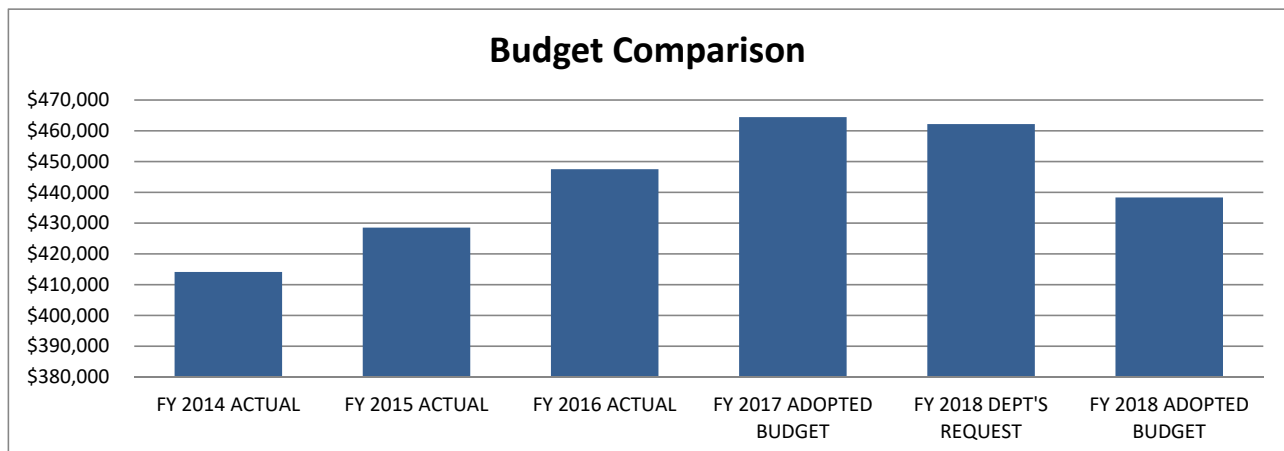
## Justice of the Peace, Pct. 2

### EXPENDITURES

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 401,108        | \$ 410,453        | \$ 437,587        | \$ 448,286                   | \$ 439,713        | \$ 446,025                   | \$ 422,170                   |
| <b>TRAINING</b>   | \$ 6,813          | \$ 10,948         | \$ 5,723          | \$ 9,759                     | \$ 5,979          | \$ 9,759                     | \$ 9,759                     |
| <b>OPERATIONS</b> | \$ 6,205          | \$ 7,143          | \$ 4,213          | \$ 6,400                     | \$ 4,888          | \$ 6,400                     | \$ 6,400                     |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | \$ 414,126        | \$ 428,544        | \$ 447,523        | \$ 464,445                   | \$ 450,580        | \$ 462,184                   | \$ 438,329                   |

### PERSONNEL

|                            | FY 2014<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|----------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b> |                    |                    |                    |                   |                              |                    |
| JP Court Administrator     | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Justice of the Peace Judge | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Legal Clerk I              | 3                  | 3                  | 3                  | 3                 |                              | 2                  |
| Legal Clerk II             | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| <b>TOTAL</b>               | 6                  | 6                  | 6                  | 6                 | 0                            | 5                  |



## PURPOSE

To be a standard setting Justice Court in serving the public by providing the most accurate, prompt and professional customer service to citizens while also furnishing a safe, equitable, well trained and rewarding working environment to the employees of the Court.

## MAJOR PROGRAMS

### ADMINISTRATION

Administration is responsible for the supervision of staff, court dockets, time management, and procedural processes of the office. Administration is responsible for all mandated County and State reports. Administration is responsible for purchasing and is the check and balance of all funds received by the office.

### FY 2018 Goals & Objectives

- To effectively manage the Justice Court Staff.
- To continue good service to the Citizens of Collin County.

## FINANCIAL

The financial program is the check and balance of all fines, fees, and funds received by the Court. Each staff member and administrator has specific obligations and procedures to assure the public that all funds are accounted for on a daily, monthly, and yearly basis.

### FY 2018 Goals & Objectives

- To effectively receive and disburse all public funds according to State law and County Auditor policies.
- To effectively submit all State and County reports within 15 days of posted time.

## CIVIL

The processing of Civil and Small Claims Cases- Filing of cases, issuing of summons, citations, evictions, and writs.

### FY 2018 Goals & Objectives

- To dispose of all small claims cases within 60 days of the earliest allowed time.
- To continue to have no backlog of cases, just as we have for the past year.

| PERFORMANCE MEASURES                     | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| Civil Cases Filed                        |                   |                   |                   |                   |                   |                     |
| Small Claims Suits                       | 68                | 93                | 112               | 172               | 169               | 123                 |
| Landlord/Tenant                          | 521               | 473               | 447               | 428               | 409               | 456                 |
| Debt Claims                              | 366               | 347               | 386               | 390               | 515               | 401                 |
| <b>Total Civil Cases Filed</b>           | <b>955</b>        | <b>913</b>        | <b>945</b>        | <b>990</b>        | <b>1,093</b>      | <b>980</b>          |
| Civil Cases Disposed                     |                   |                   |                   |                   |                   |                     |
| Small Claims Suits                       | 81                | 86                | 102               | 156               | 166               | 118                 |
| Landlord/Tenant                          | 501               | 463               | 444               | 443               | 396               | 449                 |
| Debt Claims                              | 347               | 276               | 382               | 384               | 417               | 361                 |
| <b>Total Civil Cases Disposed</b>        | <b>929</b>        | <b>825</b>        | <b>928</b>        | <b>983</b>        | <b>979</b>        | <b>928</b>          |
| Civil Cases Appealed                     |                   |                   |                   |                   |                   |                     |
| Small Claims Suits                       | -                 | -                 | -                 | -                 | 1                 | -                   |
| Landlord/Tenant                          | -                 | 4                 | 3                 | 5                 | 15                | 7                   |
| Debt Claims                              | -                 | -                 | -                 | -                 | -                 | -                   |
| <b>Total Civil Cases Appealed</b>        | <b>-</b>          | <b>4</b>          | <b>3</b>          | <b>5</b>          | <b>16</b>         | <b>7</b>            |
| Civil Cases Disposed as % of Total Added | 97%               | 90%               | 98%               | 99%               | 90%               | 95%                 |

## FY 2018 Adopted Budget Summary

## Justice of the Peace, Pct. 2

### **CRIIMINAL**

The processing of criminal cases- fine only misdemeanors with sanctions to include traffic, parks and wildlife, penal offenses, cosmetology, health and safety, alcohol, family code, education code, and county ordinances.

#### **FY 2018 Goals & Objectives**

- To effectively set all trials within 30 days of plea.
- To effectively attempt to collect all fines and fees within thirty days after verdict or deferment.

| PERFORMANCE MEASURES                           | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|------------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| Criminal Cases Filed                           |                   |                   |                   |                   |                   |                     |
| Traffic                                        | 3,311             | 2,261             | 1,721             | 1,959             | 2,191             | 2,289               |
| Non-traffic                                    | 1,508             | 1,297             | 844               | 777               | 747               | 1,035               |
| Juvenile/Truancy                               | 510               | 534               | 182               | 9                 | 11                | 10                  |
| <b>Total Criminal Cases Filed</b>              | 5,329             | 4,092             | 2,747             | 2,745             | 2,949             | 3,334               |
| Criminal Cases Disposed                        |                   |                   |                   |                   |                   |                     |
| Traffic                                        | 3,448             | 2,722             | 1,801             | 1,763             | 1,967             | 2,063               |
| Non-traffic (Includes Juvenile/Truancy)        | 1,316             | 2,233             | 1,106             | 709               | 745               | 1,222               |
| <b>Total Criminal Cases Disposed</b>           | 4,764             | 4,955             | 2,907             | 2,472             | 2,712             | 3,285               |
| Criminal Cases Appealed                        |                   |                   |                   |                   |                   |                     |
| Traffic                                        | 2                 | 5                 | 4                 | 9                 | 8                 | 6                   |
| Non-traffic (Includes Juvenile/Truancy)        | -                 | -                 | -                 | 5                 | 2                 | 2                   |
| <b>Total Criminal Cases Appealed</b>           | 2                 | 5                 | 4                 | 14                | 10                | 8                   |
| <b>Examining Trials</b>                        | -                 | -                 | -                 | -                 | -                 | -                   |
| Criminal Cases Disposed as % of Total<br>Added | 89%               | 121%              | 106%              | 90%               | 92%               | 99%                 |

### **PERSONNEL CHANGES**

Justice of the Peace No. 2 had one position eliminated. Due to the consolidation of the two offices down to one, a Legal Clerk I was able to be eliminated. Saving to Collin County is \$48,104 annually.

## FY 2018 Adopted Budget Summary

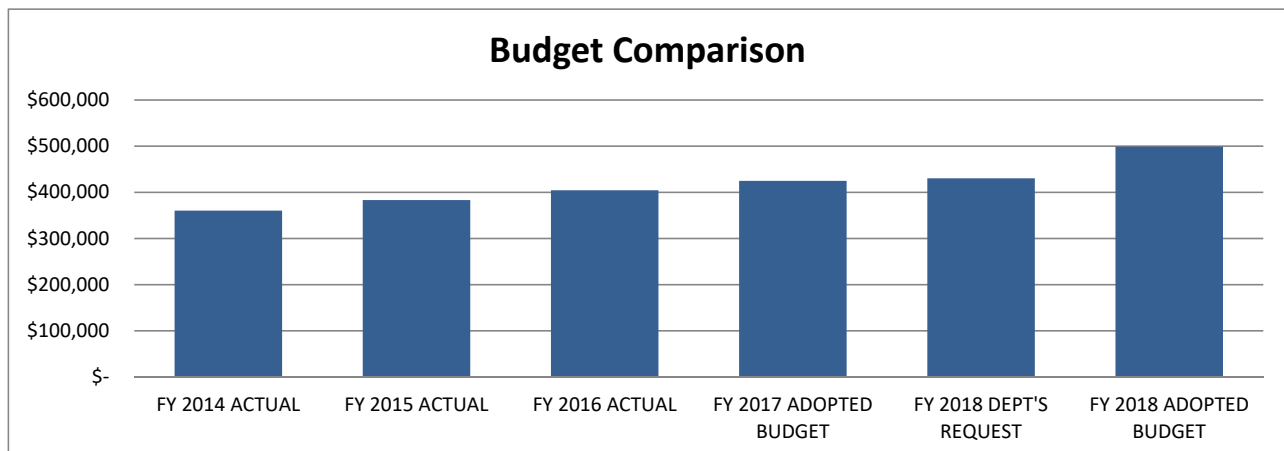
## Justice of the Peace, Pct. 3-1

### EXPENDITURES

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 351,644        | \$ 373,230        | \$ 395,500        | \$ 413,743                   | \$ 413,405        | \$ 413,699                   | \$ 486,754                   |
| <b>TRAINING</b>   | \$ 4,007          | \$ 5,675          | \$ 4,267          | \$ 5,500                     | \$ 6,487          | \$ 10,000                    | \$ 6,500                     |
| <b>OPERATIONS</b> | \$ 4,701          | \$ 4,303          | \$ 4,807          | \$ 5,680                     | \$ 3,398          | \$ 6,680                     | \$ 5,830                     |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | <b>\$ 360,352</b> | <b>\$ 383,208</b> | <b>\$ 404,574</b> | <b>\$ 424,923</b>            | <b>\$ 423,290</b> | <b>\$ 430,379</b>            | <b>\$ 499,084</b>            |

### PERSONNEL

|                            | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|----------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b> |                    |                    |                    |                   |                              |                    |
| JP Court Administrator     | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Justice of the Peace Judge | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Legal Clerk I              | 4                  | 4                  | 4                  | 4                 |                              | 4                  |
| Legal Clerk II             | 0                  | 0                  | 0                  | 0                 | 1                            | 1                  |
| <b>TOTAL</b>               | <b>6</b>           | <b>6</b>           | <b>6</b>           | <b>6</b>          | <b>1</b>                     | <b>7</b>           |



## PURPOSE

The purpose of the Justice Court is to serve as the "People's Court". In order for the court to be accessible and functional to the citizens, it must have an attitude of service and this must be demonstrated throughout its conduct. It is and shall continue to be the court's mission to understand the role of the Justice Court that it is the gateway to the judiciary in Collin County. Through professional training, continuing evaluation and support from Collin County, Justice of the Peace Court 3-1 will be recognized as the "People's Court".

## MAJOR PROGRAMS

### CIVIL

Data entry of small claims, justice claims and evictions, post filing and service fee payments, filing, set court dates and send notifications out to all parties, send judgments to all parties, issue abstract of judgments, writ of executions, writ of sequestrations, writ of possessions, file and update returns on all cases, update computer and file on all cases, assist public with procedures whether in person, email, fax or phone. Valuable Customer service. Continued education.

| PERFORMANCE MEASURES                     | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| Civil Cases Filed                        |                   |                   |                   |                   |                   |                     |
| Small Claims Suits                       | 142               | 133               | 274               | 410               | 457               | 283                 |
| Landlord/Tenant                          | 2,129             | 1,969             | 2,026             | 2,257             | 2,615             | 2,199               |
| Debt Claims                              | 1,034             | 1,167             | 1,159             | 1,057             | 1,282             | 1,140               |
| <b>Total Civil Cases Filed</b>           | <b>3,305</b>      | <b>3,269</b>      | <b>3,459</b>      | <b>3,724</b>      | <b>4,354</b>      | <b>3,622</b>        |
| Civil Cases Disposed                     |                   |                   |                   |                   |                   |                     |
| Small Claims Suits                       | 196               | 117               | 142               | 282               | 433               | 234                 |
| Landlord/Tenant                          | 2,228             | 1,993             | 1,979             | 2,087             | 2,514             | 2,160               |
| Debt Claims                              | 1,133             | 1,423             | 1,353             | 1,166             | 1,250             | 1,265               |
| <b>Total Civil Cases Disposed</b>        | <b>3,557</b>      | <b>3,533</b>      | <b>3,474</b>      | <b>3,535</b>      | <b>4,197</b>      | <b>3,659</b>        |
| Civil Cases Appealed                     |                   |                   |                   |                   |                   |                     |
| Small Claims Suits                       | -                 | -                 | -                 | 5                 | 8                 | 4                   |
| Landlord/Tenant                          | 50                | 24                | 37                | 14                | 14                | 28                  |
| Debt Claims                              | -                 | -                 | 1                 | 1                 | 3                 | 1                   |
| <b>Total Civil Cases Appealed</b>        | <b>50</b>         | <b>24</b>         | <b>38</b>         | <b>20</b>         | <b>25</b>         | <b>33</b>           |
| Civil Cases Disposed as % of Total Added | 108%              | 108%              | 100%              | 95%               | 96%               | 101%                |

### CRIMINAL

Data entry, filing, post payments on computer and issue receipts, update case status in file and on computer, provide procedures for individual needs such deferred, which include driver record research, defensive driving request, extensions, scheduling court dates and with the forms applications needed for each. Issue warrants, recall warrants, process incoming mail, suspend driver's license, issue emergency protective orders, issue felony/misd warrants as requested from outside agencies, arraignments. Assist public with procedures whether in person, email, fax or phone. Valuable Customer service. Continued education.

| PERFORMANCE MEASURES              | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|-----------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| Criminal Cases Filed              |                   |                   |                   |                   |                   |                     |
| Traffic                           | 2,906             | 3,271             | 3,327             | 3,839             | 4,465             | 3,562               |
| Non-Traffic                       | 541               | 801               | 643               | 589               | 288               | 572                 |
| Juvenile/Truancy                  | 234               | 420               | 281               | 147               | -                 | -                   |
| <b>Total Criminal Cases Filed</b> | <b>3,681</b>      | <b>4,492</b>      | <b>4,251</b>      | <b>4,575</b>      | <b>4,753</b>      | <b>4,134</b>        |

## FY 2018 Adopted Budget Summary

## Justice of the Peace, Pct. 3-1

### **CRIMINAL CONTINUED**

| PERFORMANCE MEASURES                        | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|---------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| Criminal Cases Disposed                     |                   |                   |                   |                   |                   |                     |
| Traffic                                     | 2,874             | 2,839             | 2,710             | 3,308             | 2,613             | 2,869               |
| Non-Traffic (includes Juvenile/Truancy)     | 686               | 536               | 831               | 558               | 887               | 700                 |
| <b>Total Criminal Cases Disposed</b>        | 3,560             | 3,375             | 3,541             | 3,866             | 3,500             | 3,569               |
| Criminal Cases Appealed                     |                   |                   |                   |                   |                   |                     |
| Traffic                                     | -                 | -                 | -                 | -                 | -                 | -                   |
| Non-Traffic                                 | -                 | -                 | -                 | -                 | -                 | -                   |
| <b>Total Criminal Cases Appealed</b>        | -                 | -                 | -                 | -                 | -                 | -                   |
| Criminal Cases Disposed as % of Total Added | 97%               | 75%               | 83%               | 85%               | 74%               | 86%                 |

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### **ADMINISTRATIVE FUNCTIONS**

Process reports, cases and financials in a timely manner. Issue Emergency Mental Health Apprehension and Detention warrants (not criminal).

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### **DEPARTMENT IMPROVEMENTS**

Justice of the Peace No. 3-1 received additional training funds. Additional training funds are required for new training related to new legislative changes. Cost of this department improvement to Collin County is \$1,000 in recurring expenditures.

### **PERSONNEL CHANGES**

Justice of the Peace No. 3-1 received new personnel. A Legal Clerk II is needed to handle the increasing civil case load filed in this court. Cost of the new personnel to Collin County is \$52,503 in recurring and \$529 in one-time expenditures.

## FY 2018 Adopted Budget Summary

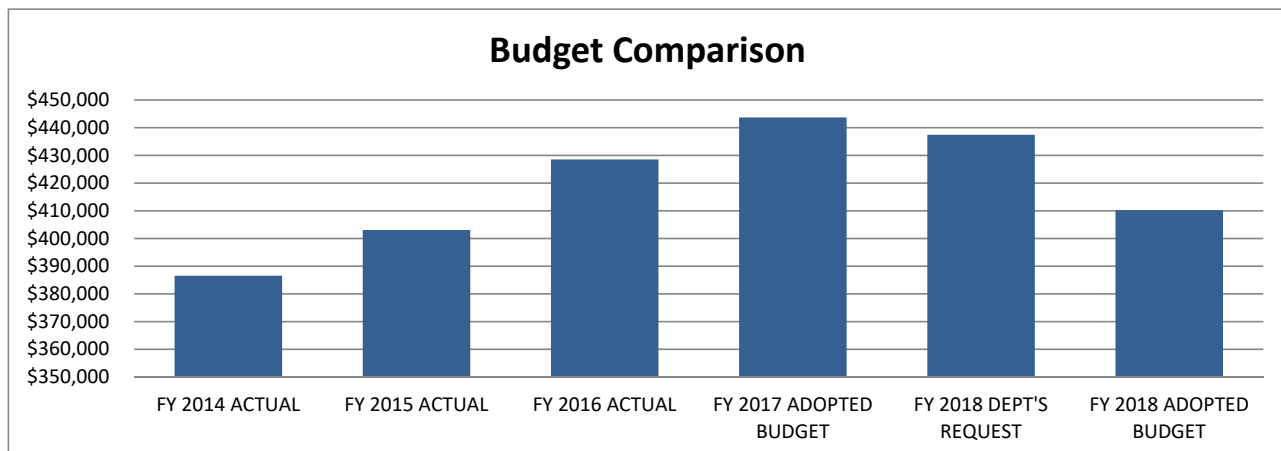
## Justice of the Peace, Pct. 3-2

### EXPENDITURES

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 379,772        | \$ 395,273        | \$ 421,491        | \$ 432,489                   | \$ 408,990        | \$ 426,212                   | \$ 398,985                   |
| <b>TRAINING</b>   | \$ 2,709          | \$ 5,095          | \$ 3,197          | \$ 4,700                     | \$ 4,487          | \$ 4,800                     | \$ 4,800                     |
| <b>OPERATIONS</b> | \$ 4,080          | \$ 2,697          | \$ 3,859          | \$ 6,530                     | \$ 4,502          | \$ 6,430                     | \$ 6,430                     |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | <b>\$ 386,562</b> | <b>\$ 403,065</b> | <b>\$ 428,547</b> | <b>\$ 443,719</b>            | <b>\$ 417,979</b> | <b>\$ 437,442</b>            | <b>\$ 410,215</b>            |

### PERSONNEL

|                            | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|----------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b> |                    |                    |                    |                   |                              |                    |
| JP Court Administrator     | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Justice of the Peace Judge | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Legal Clerk I              | 3                  | 3                  | 3                  | 3                 |                              | 2                  |
| Legal Clerk II             | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| <b>TOTAL</b>               | <b>6</b>           | <b>6</b>           | <b>6</b>           | <b>6</b>          | <b>0</b>                     | <b>5</b>           |



## PURPOSE

To provide efficient, friendly and professional service to all citizens who come into contact with this Justice of the Peace Office. The Court is responsible for maintaining, processing, and hearing cases filed by state and county agencies, local businesses and citizens. We provide a Civil Night Court and Teen Court Program to help move cases along and provide good, inexpensive alternatives to the public. This court will continue to effectively process all Class C Misdemeanors, civil suits of all kinds, and assist the students of Collin County through a comprehensive truancy program. We are able to achieve this goal through continued training, legal seminars, use of technology and employee diligence.

## MAJOR PROGRAMS

### ADMINISTRATIVE

Provide clerical & financial assistant to elected official. Manages personnel, records, payroll, time sheets, answer questions on procedures, maintains updates on new legislation, performs financial duties which includes making payments and deposits, balancing accounts and bank statements, assists with budget preparation, make all travel arrangements, orders office supplies, and provides any assistance as needed. Maintain following dockets: Administrative DL Hearings, EPO Modification hearings, Property Hearings, Examining Trials, Surrender Principle Bond Warrants, Bond Violation hearings, Monthly reports to outside agencies.

### CRIMINAL

Provide customer service by assisting the public by personal contact, and phone calls. Process traffic, hot check, MIP, Tobacco, NTTA cases. Set cases for show cause hearings, trial, take payments, and schedule time payments.

| PERFORMANCE MEASURES                        | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|---------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| Criminal Cases Filed                        |                   |                   |                   |                   |                   |                     |
| Traffic                                     | 3,923             | 3,054             | 2,926             | 2,683             | 3,302             | 3,178               |
| Non-Traffic                                 | 1,924             | 2,462             | 1,584             | 689               | 524               | 1,437               |
| Juvenile/Truancy                            | 1,444             | 1,677             | 1,284             | 920               | 317               | 1,128               |
| <b>Total Criminal Cases Filed</b>           | <b>7,291</b>      | <b>7,193</b>      | <b>5,794</b>      | <b>4,292</b>      | <b>4,143</b>      | <b>5,743</b>        |
| Criminal Cases Disposed                     |                   |                   |                   |                   |                   |                     |
| Traffic                                     | 2,641             | 2,755             | 2,451             | 2,670             | 2,567             | 2,617               |
| Non-Traffic (includes Juvenile/Truancy)     | 238               | 422               | 2,328             | 8,701             | 815               | 2,501               |
| <b>Total Criminal Cases Disposed</b>        | <b>2,879</b>      | <b>3,177</b>      | <b>4,779</b>      | <b>11,371</b>     | <b>3,382</b>      | <b>5,118</b>        |
| Criminal Cases Appealed                     |                   |                   |                   |                   |                   |                     |
| Traffic                                     | 2                 | 24                | 21                | 9                 | 11                | 13                  |
| Non-Traffic                                 | -                 | 1                 | 4                 | -                 | 2                 | 1                   |
| <b>Total Criminal Cases Appealed</b>        | <b>2</b>          | <b>25</b>         | <b>25</b>         | <b>9</b>          | <b>13</b>         | <b>14</b>           |
| Criminal Cases Disposed as % of Total Added | 39%               | 44%               | 82%               | 265%              | 82%               | 89%                 |

### CIVIL

Process Civil and Evictions filings. Create files and labels. Set all Motion hearings, and trial dates. Keep computer programs updated with any new filings and dispositions. Prepare all judgments for Judges signature, mail copies to all parties, keep a constant flow within the different stages a civil case can take. Prepare all post judgment remedies, which includes all writs. Deal with attorneys and private parties.

## FY 2018 Adopted Budget Summary

## Justice of the Peace, Pct. 3-2

### CIVIL CONTINUED

| PERFORMANCE MEASURES                     | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| Civil Cases Filed                        |                   |                   |                   |                   |                   |                     |
| Small Claims Suits                       | 303               | 909               | 1,017             | 748               | 809               | 757                 |
| Landlord/Tenant                          | 801               | 1,105             | 1,049             | 844               | 639               | 888                 |
| Debt Claim                               | 838               | 75                | 94                | 129               | 115               | 103                 |
| <b>Total Civil Cases Filed</b>           | 1,942             | 2,089             | 2,160             | 1,721             | 1,563             | 1,748               |
| Civil Cases Disposed                     |                   |                   |                   |                   |                   |                     |
| Small Claims Suits                       | 200               | 660               | 663               | 445               | 921               | 672                 |
| Landlord/Tenant                          | 774               | 1,057             | 925               | 821               | 587               | 833                 |
| Debt Claim                               | 841               | 110               | 110               | 143               | 115               | 120                 |
| <b>Total Civil Cases Disposed</b>        | 1,815             | 1,827             | 1,698             | 1,409             | 1,623             | 1,625               |
| Civil Cases Appealed                     |                   |                   |                   |                   |                   |                     |
| Small Claims Suits                       | 10                | 4                 | 5                 | 7                 | 6                 | 6                   |
| Landlord/Tenant                          | 18                | 20                | 23                | 25                | 17                | 21                  |
| Debt Claim                               | 2                 | -                 | -                 | -                 | -                 | -                   |
| <b>Total Civil Cases Appealed</b>        | 30                | 24                | 28                | 32                | 23                | 27                  |
| Civil Cases Disposed as % of Total Added | 93%               | 87%               | 79%               | 82%               | 104%              | 93%                 |

### TRUANCY

Process all school filings and issuance of subpoenas. (Truant Conduct and Failure to Require School Attendance) Work with and co-ordinate five school districts as well as Evolution Academy, administrators, teachers, constables, juvenile probation and Intake, jail, district attorney, students and parents. Set cases for trial, work a docket 5 days a week. Maintain efficient flow of cases between filing and hearing dates. Operating Allen Court one 1/2 day a week and one full day a week.

| PERFORMANCE MEASURES                                | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|-----------------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| Juvenile/Truancy Cases Filed (Truant Conduct)       | 855               | 1,015             | 981               | 654               | 550               | 728                 |
| Failure to Require School Attendance Cases<br>Filed | 787               | 773               | 592               | 897               | 923               | 794                 |

### PERSONNEL CHANGES

Justice of the Peace No. 3-2 had one position eliminated. A Legal Clerk I was eliminated and provided to Justice of the Peace - Shared to help with the magistration work load. Saving to Collin County is \$48,104 annually.

# **FY 2018 Adopted Budget Summary**

**Justice of the Peace, Pct. 4**

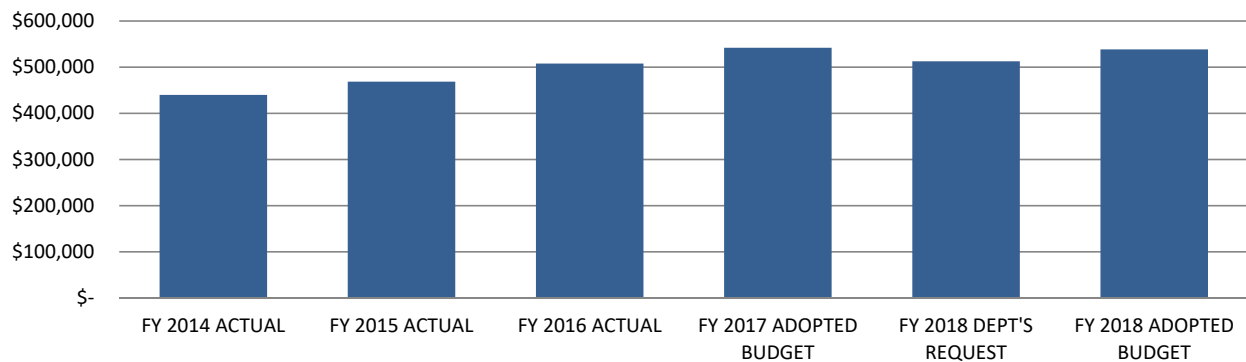
## **EXPENDITURES**

|                   | <b>FY 2014<br/>ACTUAL</b> | <b>FY 2015<br/>ACTUAL</b> | <b>FY 2016<br/>ACTUAL</b> | <b>FY 2017<br/>ADOPTED<br/>BUDGET</b> | <b>FY 2017<br/>ACTUAL</b> | <b>FY 2018<br/>DEPT'S<br/>REQUEST</b> | <b>FY 2018<br/>ADOPTED<br/>BUDGET</b> |
|-------------------|---------------------------|---------------------------|---------------------------|---------------------------------------|---------------------------|---------------------------------------|---------------------------------------|
| <b>SALARIES</b>   | \$ 432,354                | \$ 460,592                | \$ 502,501                | \$ 527,667                            | \$ 504,245                | \$ 498,297                            | \$ 524,198                            |
| <b>TRAINING</b>   | \$ 3,523                  | \$ 2,921                  | \$ 793                    | \$ 7,000                              | \$ 772                    | \$ 7,000                              | \$ 7,000                              |
| <b>OPERATIONS</b> | \$ 4,076                  | \$ 5,092                  | \$ 4,504                  | \$ 7,436                              | \$ 3,151                  | \$ 7,436                              | \$ 7,436                              |
| <b>CAPITAL</b>    | \$ -                      | \$ -                      | \$ -                      | \$ -                                  | \$ -                      | \$ -                                  | \$ -                                  |
| <b>TOTAL</b>      | <b>\$ 439,953</b>         | <b>\$ 468,605</b>         | <b>\$ 507,798</b>         | <b>\$ 542,103</b>                     | <b>\$ 508,168</b>         | <b>\$ 512,733</b>                     | <b>\$ 538,634</b>                     |

## **PERSONNEL**

|                            | <b>FY 2015<br/>ADOPTED</b> | <b>FY 2016<br/>ADOPTED</b> | <b>FY 2017<br/>ADOPTED</b> | <b>FY 2017<br/>ACTUAL</b> | <b>FY 2018<br/>DEPT'S<br/>REQUEST</b> | <b>FY 2018<br/>ADOPTED</b> |
|----------------------------|----------------------------|----------------------------|----------------------------|---------------------------|---------------------------------------|----------------------------|
| <b>FULL-TIME POSITIONS</b> |                            |                            |                            |                           |                                       |                            |
| JP Court Administrator     | 1                          | 1                          | 1                          | 1                         |                                       | 1                          |
| Justice of the Peace Judge | 1                          | 1                          | 1                          | 1                         |                                       | 1                          |
| Legal Clerk I              | 5                          | 5                          | 5                          | 5                         |                                       | 5                          |
| Legal Clerk II             | 1                          | 1                          | 1                          | 1                         |                                       | 1                          |
| <b>TOTAL</b>               | <b>8</b>                   | <b>8</b>                   | <b>8</b>                   | <b>8</b>                  | <b>0</b>                              | <b>8</b>                   |

## **Budget Comparison**



**PURPOSE**

Justice of the Peace Courts were created by Section 19, Article V of the Texas Constitution with original jurisdiction in criminal cases punishable by fine only (or fine and a sanction not consisting of confinement) and exclusive jurisdiction in civil matters where the amount in controversy is two hundred dollars or less, and such other jurisdiction as may be provided by law. As part of the judicial branch of government, the courts are entrusted with the fair and just resolution of disputes in order to preserve the rule of law and to protect rights and liberties guaranteed by the Constitution and the laws of the United States and the State of Texas.

**MAJOR PROGRAMS****CRIMINAL**

The courts have original jurisdiction in criminal cases punishable by fine only, or punishable by a fine and a sanction not consisting of confinement or imprisonment: traffic tickets, bad checks, minor in possession and others. These cases involve receiving payment, monitoring deferred and alternate sentencing, setting contested cases for trial, and pretrial hearings with the county prosecutor. Criminal procedures for these cases are found in Chapter 45 of the Texas Code of Criminal Procedure. Per Govt Code 103 courts have a variety of collection duties to perform.

**FY 2018 Goals & Objectives**

- Facilitate the timely disposition of cases through an open and understandable process.
- Conduct collection program as directed by the State of Texas.
- Provide quality customer service that continually improves and meets or exceeds public expectation.
- Provide a safe court environment and ensure access to court services to all citizens.

| PERFORMANCE MEASURES                        | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|---------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| Criminal Cases Filed                        |                   |                   |                   |                   |                   |                     |
| Traffic                                     | 6,406             | 5,439             | 6,767             | 6,996             | 7,562             | 6,634               |
| Non-Traffic                                 | 192               | 169               | 199               | 150               | 152               | 172                 |
| Juvenile/Truancy                            | -                 | 19                | 13                | -                 | -                 | 8                   |
| <b>Total Criminal Cases Filed</b>           | <b>6,598</b>      | <b>5,627</b>      | <b>6,979</b>      | <b>7,146</b>      | <b>7,714</b>      | <b>6,814</b>        |
| Criminal Cases Disposed                     |                   |                   |                   |                   |                   |                     |
| Traffic                                     | 8,438             | 6,032             | 5,999             | 5,587             | 5,658             | 5,819               |
| Non-Traffic (includes Juvenile/Truancy)     | 760               | 185               | 218               | 208               | 106               | 179                 |
| <b>Total Criminal Cases Disposed</b>        | <b>9,198</b>      | <b>6,217</b>      | <b>6,217</b>      | <b>5,795</b>      | <b>5,764</b>      | <b>5,998</b>        |
| Criminal Cases Appealed                     |                   |                   |                   |                   |                   |                     |
| Traffic                                     | 3                 | 32                | 33                | 56                | 16                | 28                  |
| Non-Traffic                                 | -                 | -                 | -                 | -                 | -                 | -                   |
| <b>Total Criminal Cases Appealed</b>        | <b>3</b>          | <b>32</b>         | <b>33</b>         | <b>56</b>         | <b>16</b>         | <b>28</b>           |
| Criminal Cases Disposed as % of Total Added | 139%              | 110%              | 89%               | 81%               | 75%               | 88%                 |

**CIVIL**

The Justice Courts in Texas are set forth in Chapter 27 of the Texas Government Code. Justice Courts have jurisdiction of civil matters in which the amount in controversy is not more than \$10,000, exclusive of interest, these include the small claims and debt claim cases. The Justice Court has original jurisdiction in eviction cases and "Repair and Remedy" landlord-tenant issues. Justice Courts also have jurisdiction of suits relating to enforcement of a deed restriction of a residential subdivision that does not concern a structural change to a dwelling. Rules 500-510 of the Texas Rules of Civil Procedure cover actions in Justice Courts.

**FY 2018 Goals & Objectives**

- Facilitate timely disposition of cases through an open and understandable process.
- Provide quality customer service that continually improves and meets or exceeds public expectation.

## CIVIL CONTINUED

### FY 2018 Goals & Objectives

- Provide a safe court environment and ensure access to court services to all citizens.
- Provide a fair and impartial forum and resolve cases in a responsible manner.

| PERFORMANCE MEASURES                     | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| Civil Cases Filed                        |                   |                   |                   |                   |                   |                     |
| Small Claims Suits                       | 149               | 240               | 259               | 227               | 290               | 233                 |
| Landlord/Tenant                          | 1,824             | 1,867             | 1,945             | 2,187             | 1,803             | 1,925               |
| Debt Claim                               | 706               | 662               | 741               | 902               | 1,111             | 824                 |
| <b>Total Civil Cases Filed</b>           | <b>2,679</b>      | <b>2,769</b>      | <b>2,945</b>      | <b>3,316</b>      | <b>3,204</b>      | <b>2,982</b>        |
| Civil Cases Disposed                     |                   |                   |                   |                   |                   |                     |
| Small Claims Suits                       | 179               | 184               | 234               | 191               | 182               | 194                 |
| Landlord/Tenant                          | 1,882             | 1,960             | 1,897             | 2,121             | 1,794             | 1,931               |
| Debt Claim                               | 781               | 576               | 734               | 647               | 784               | 704                 |
| <b>Total Civil Cases Disposed</b>        | <b>2,842</b>      | <b>2,720</b>      | <b>2,865</b>      | <b>2,959</b>      | <b>2,760</b>      | <b>2,829</b>        |
| Civil Cases Appealed                     |                   |                   |                   |                   |                   |                     |
| Small Claims Suits                       | 1                 | 2                 | 5                 | -                 | 1                 | 2                   |
| Landlord/Tenant                          | 34                | 45                | 35                | 27                | 25                | 33                  |
| Debt Claim                               | 7                 | 4                 | 2                 | 1                 | 4                 | 4                   |
| <b>Total Civil Cases Appealed</b>        | <b>42</b>         | <b>51</b>         | <b>42</b>         | <b>28</b>         | <b>30</b>         | <b>39</b>           |
| Civil Cases Disposed as % of Total Added | 106%              | 98%               | 97%               | 89%               | 86%               | 95%                 |

## ADMINISTRATIVE HEARINGS

Justice of the Peace Courts perform other duties include presiding over peace bond hearings, reviewing applications for mental health or chemically dependent commitments, conducting compulsory school attendance trials, giving warnings to juveniles required by law, conducting property hearings, conducting Occupational Driver's License hearings and providing an appeal platform for certain government agency rulings. They issue warrants for and conduct hearings concerning seizure and disposition of cruelly treated animals. JP's also perform marriage ceremonies.

### FY 2018 Goals & Objectives

- Facilitate timely disposition of cases through an open and understandable process.
- Provide quality customer service that continually improves and meets or exceeds public expectation.
- Provide a safe court environment and ensure access to court services to all citizens.
- Provide a fair and impartial forum and resolve cases in a responsible manner.

## MANAGEMENT PROCESSES

Court Management performs the administrative support activities for the efficient operation of the Court and consists of: preparation, submission and management of the budgets; recruiting, hiring, training, evaluating, monitoring, managing and counseling personnel; management of space, equipment; dissemination of information concerning, or of interest to, this Court; procurement of material, supplies, and services; custody and disbursement of funds for this Court; preparation of reports concerning this Court; study and improvement of case flow, time standards, and calendaring; administering accounting, purchasing, payroll, and financial control functions.

### FY 2018 Goals & Objectives

- To be fiscally responsible managing priorities and demands to ensure most efficient use of resources.
- Ensure accuracy of financial data and timeliness of fiscal obligations.
- Provide training and program guidance to clerical staff.

# FY 2018 Adopted Budget Summary

# Juvenile - Detention

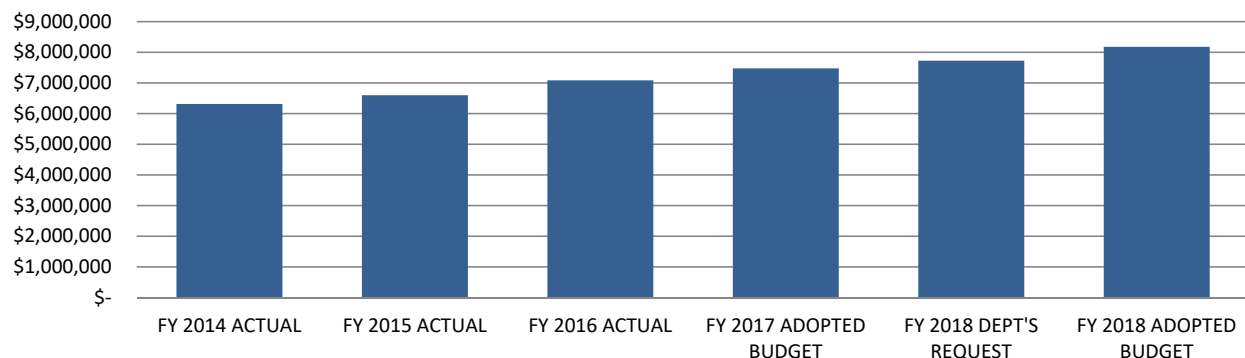
## EXPENDITURES

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 5,830,201      | \$ 6,104,571      | \$ 6,415,542      | \$ 6,702,824                 | \$ 6,733,870      | \$ 6,982,685                 | \$ 7,433,544                 |
| <b>TRAINING</b>   | \$ 19,186         | \$ 11,119         | \$ 13,879         | \$ 39,027                    | \$ 13,418         | \$ 39,027                    | \$ 39,027                    |
| <b>OPERATIONS</b> | \$ 465,297        | \$ 484,634        | \$ 656,862        | \$ 706,119                   | \$ 666,241        | \$ 705,339                   | \$ 705,339                   |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ 28,000                    | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | \$ 6,314,684      | \$ 6,600,324      | \$ 7,086,283      | \$ 7,475,970                 | \$ 7,413,529      | \$ 7,727,051                 | \$ 8,177,910                 |

## PERSONNEL

|                                         | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|-----------------------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b>              |                    |                    |                    |                   |                              |                    |
| Administrative Secretary                | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Asst Det Superintendent                 | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Food Service Tech                       | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Juvenile Detention Officer I            | 76                 | 76                 | 82                 | 0                 |                              | 0                  |
| Juvenile Detention Officer II           | 5                  | 5                  | 5                  | 0                 |                              | 0                  |
| Juvenile Detention Unit<br>Supervisor   | 0                  | 0                  | 0                  | 5                 |                              | 5                  |
| Juvenile Supervision Officer            | 0                  | 0                  | 0                  | 82                |                              | 82                 |
| Juvenile Services Compliance<br>Officer | 0                  | 0                  | 0                  | 0                 | 1                            | 1                  |
| Juv Det Superintendent                  | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| <b>TOTAL</b>                            | 85                 | 85                 | 91                 | 91                | 1                            | 92                 |

## Budget Comparison



### **PURPOSE**

To provide probation and detention services to Collin County Juveniles between the ages of 10 - 17.

*\*Juvenile moved from 018/041 to General fund in FY13*

### **MAJOR PROGRAMS**

#### **PRE-ADJUDICATION**

Collin County is mandated to provide detention services for juveniles taken into custody by law enforcement agencies of Collin County.

#### **FY 2018 Goals & Objectives**

- Maintain the safety and security of all detained juveniles who are awaiting a court hearing or disposition.
- 

#### **POST-ADJUDICATION**

Collin County provides post-adjudication residential services to juveniles who are referred by law enforcement agencies in Collin County, for the purpose of rehabilitation and behavior modification.

#### **FY 2018 Goals & Objectives**

- To rehabilitate juvenile offenders who are committed to the post-adjudication program and to protect the community from being victimized by juvenile offenders.
- 

### **PERSONNEL CHANGES**

Juvenile - Detention received funding for one Juvenile Services Compliance Officer. The addition of this position will ensure the Juvenile Detention Center maintains compliance with all applicable state and federal standards. The department will also be able to continue contract detention services with regional counties with compliance of all state and federal standards. Cost of the new personnel to Collin County is \$77,317 in recurring expenditures.

# FY 2018 Adopted Budget Summary

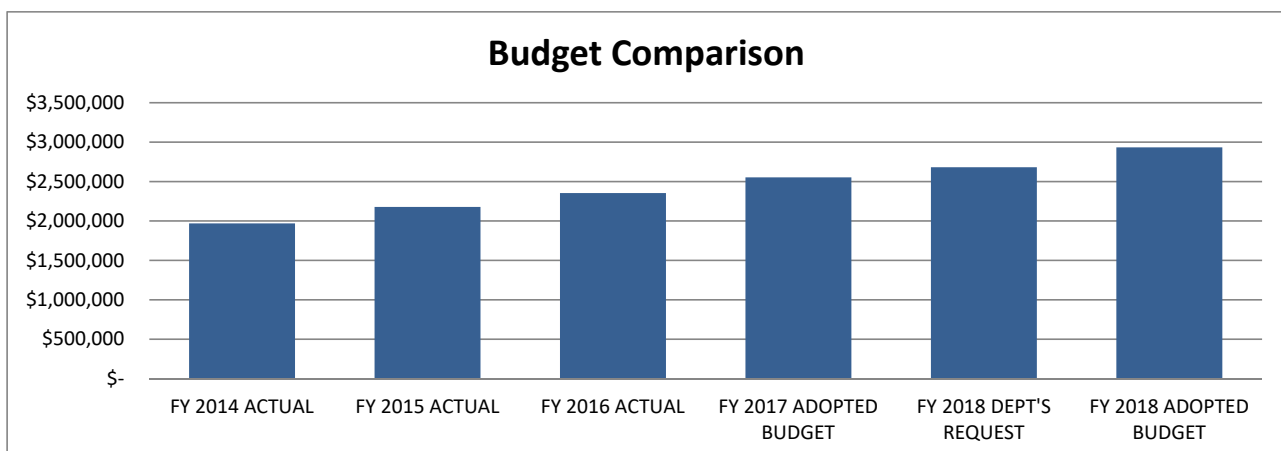
# Juvenile - Probation

## EXPENDITURES

|                   | FY 2014<br>ACTUAL   | FY 2015<br>ACTUAL   | FY 2016<br>ACTUAL   | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL   | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|---------------------|---------------------|---------------------|------------------------------|---------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 1,473,839        | \$ 1,668,597        | \$ 1,796,691        | \$ 1,996,905                 | \$ 1,924,897        | \$ 2,030,374                 | \$ 2,282,032                 |
| <b>TRAINING</b>   | \$ 33,208           | \$ 51,096           | \$ 57,174           | \$ 61,080                    | \$ 56,448           | \$ 61,080                    | \$ 61,080                    |
| <b>OPERATIONS</b> | \$ 462,318          | \$ 458,279          | \$ 494,709          | \$ 495,012                   | \$ 464,656          | \$ 590,487                   | \$ 590,487                   |
| <b>CAPITAL</b>    | \$ -                | \$ -                | \$ 5,530            | \$ -                         | \$ -                | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | <b>\$ 1,969,365</b> | <b>\$ 2,177,972</b> | <b>\$ 2,354,103</b> | <b>\$ 2,552,997</b>          | <b>\$ 2,446,001</b> | <b>\$ 2,681,941</b>          | <b>\$ 2,933,599</b>          |

## PERSONNEL

|                                            | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|--------------------------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b>                 |                    |                    |                    |                   |                              |                    |
| Administrative Secretary                   | 3                  | 3                  | 3                  | 3                 |                              | 3                  |
| Adolescent Counselor                       | 6                  | 6                  | 6                  | 5                 |                              | 5                  |
| Assistant Director                         | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Clinical Services Coordinator              | 0                  | 0                  | 0                  | 1                 |                              | 1                  |
| Director of Juvenile Services              | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Functional Analyst                         | 0                  | 1                  | 1                  | 1                 |                              | 1                  |
| Juvenile Court Liaison                     | 0                  | 0                  | 0                  | 1                 |                              | 1                  |
| Juvenile Probation Officer I               | 22                 | 22                 | 22                 |                   |                              |                    |
| Juvenile Probation Officer II              | 8                  | 8                  | 8                  |                   |                              |                    |
| Juvenile Probation Officer                 | 0                  | 0                  | 0                  | 22                | -1                           | 21                 |
| Juvenile Probation Unit Supervisor         | 0                  | 0                  | 0                  | 3                 |                              | 3                  |
| Lead Juvenile Probation Officer            | 0                  | 0                  | 0                  | 4                 |                              | 4                  |
| Juvenile Resource/Special Programs Officer | 0                  | 0                  | 0                  | 0                 | 1                            | 1                  |
| Office Coordinator                         | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Secretary                                  | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| <b>TOTAL</b>                               | <b>43</b>          | <b>44</b>          | <b>44</b>          | <b>44</b>         | <b>0</b>                     | <b>44</b>          |



### **PURPOSE**

To provide probation and detention services to Collin County Juveniles between the ages of 10 - 17.

*\*Juvenile moved from 018/041 to General fund in FY13*

### **MAJOR PROGRAMS**

#### **REGULAR PROBATION**

Supervision of all juveniles referred and ordered to regular probation both prior to and after adjudication. This includes deferred prosecution cases. The collection of probation fees and restitution. Supervision of community service hours.

#### **FY 2018 Goals & Objectives**

- To assist juveniles in the successful completion of probation while offering services to the juvenile and the family.
- 

#### **INTENSIVE SUPERVISION**

Intensive Supervision services are mandated by the Texas Family Code Title III. These services are to rehabilitate the most chronic offenders.

#### **FY 2018 Goals & Objectives**

- To rehabilitate juvenile offenders placed on Intensive Supervision and to protect the community from being victimized by juvenile offenders.
- 

### **DEPARTMENT IMPROVEMENTS**

Juvenile - Probation received additional funding for stipends for various staff. The total cost of this department improvement to Collin County is \$8,500 in one-time expenditures.

Juvenile - Probation received additional funding for security cameras and wireless capabilities. Currently the Plano office does not have security cameras or wireless and the addition of these items are essential in making the office more safe and secure. The total cost of this department improvement to Collin County is \$35,475 in one-time expenditures.

Juvenile - Probation received additional funding for a K9 Program. The program will provide long-term, detained youth an opportunity to participate in a mentoring/training program using highly trained, well socialized dogs. The total cost of this department improvement to Collin County is \$60,000 in recurring expenditures.

Juvenile - Probation received funding for tuition reimbursement. Cost of this department improvement to Collin County is \$20,292 in one-time expenditures.

### **PERSONNEL CHANGES**

Juvenile - Probation received a position reclassification. The change of a Juvenile Probation Officer to a Juvenile Resource/Special Programs Officer is needed to focus on finding and obtaining grant funds to aid with the expansion of programs and implementation of new programs. The total cost of this personnel change to Collin County is \$6,695 in recurring expenditures.

## FY 2018 Adopted Budget Summary

## Juvenile Justice Alternative Education

### EXPENDITURES

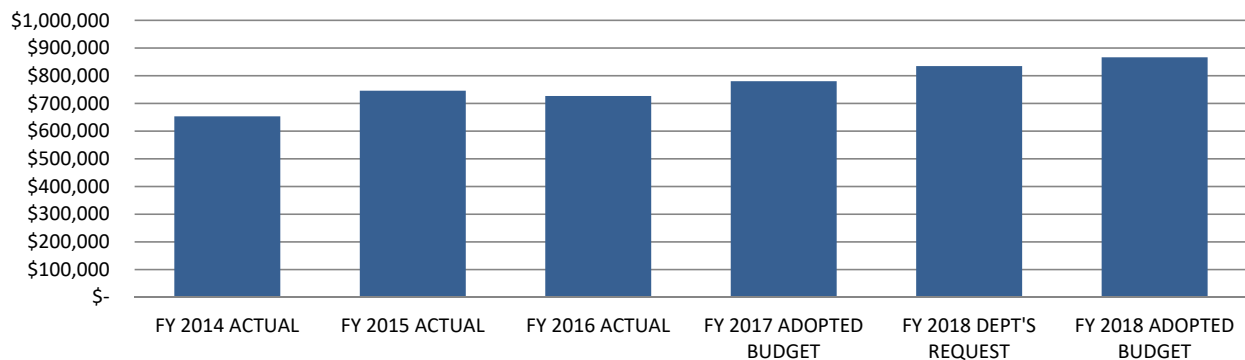
|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 398,755        | \$ 425,057        | \$ 441,469        | \$ 453,092                   | \$ 453,014        | \$ 452,782                   | \$ 484,326                   |
| <b>TRAINING</b>   | \$ 5,050          | \$ 5,028          | \$ 5,045          | \$ 6,000                     | \$ 5,613          | \$ 6,000                     | \$ 6,000                     |
| <b>OPERATIONS</b> | \$ 249,537        | \$ 315,796        | \$ 280,215        | \$ 321,151                   | \$ 208,831        | \$ 376,151                   | \$ 376,151                   |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | \$ 653,341        | \$ 745,881        | \$ 726,730        | \$ 780,243                   | \$ 667,458        | \$ 834,933                   | \$ 866,477                   |

*\*Moved to GF FY 2013*

### PERSONNEL

|                              | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|------------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b>   |                    |                    |                    |                   |                              |                    |
| Juvenile Alt Educ Prog Coord | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Juvenile Probation Officer I | 5                  | 5                  | 5                  | 0                 |                              | 0                  |
| Juvenile Probation Officer   | 0                  | 0                  | 0                  | 5                 |                              | 5                  |
| <b>TOTAL</b>                 | 6                  | 6                  | 6                  | 6                 | 0                            | 6                  |

### Budget Comparison



**PURPOSE**

To provide educational services to every juvenile who is expelled from public schools.

*\*Juvenile moved from 018/041 to General fund in FY13*

**MAJOR PROGRAMS****JUVENILE JUSTICE ALTERNATIVE EDUCATION**

This program is required by the Texas Education Code for counties with populations over 125,000. It provides educational services to every child who is expelled from public schools in Collin County and who do not attend the expelling districts' alternative education program.

**FY 2018 Goals & Objectives**

- To afford juveniles that are expelled from public school systems throughout Collin County an opportunity to continue to receive educational services.

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**DEPARTMENT IMPROVEMENTS**

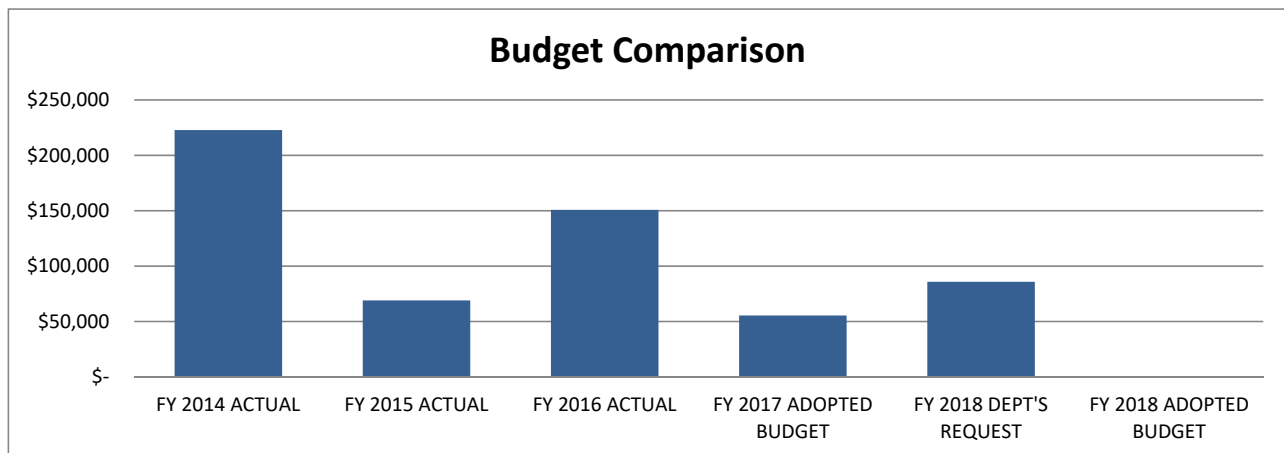
Juvenile Justice Alternative Education received funding for consultants. This department improvement will cover the addition of a new math teacher. Cost of this department improvement to Collin County is \$55,000 in recurring expenditures.

# FY 2018 Adopted Budget Summary

Libraries

## EXPENDITURES

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TRAINING</b>   | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>OPERATIONS</b> | \$ 222,860        | \$ 69,077         | \$ 150,754        | \$ 55,461                    | \$ 55,461         | \$ 85,850                    | \$ -                         |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | \$ 222,860        | \$ 69,077         | \$ 150,754        | \$ 55,461                    | \$ 55,461         | \$ 85,850                    | \$ -                         |



# **FY 2018 Adopted Budget Summary**

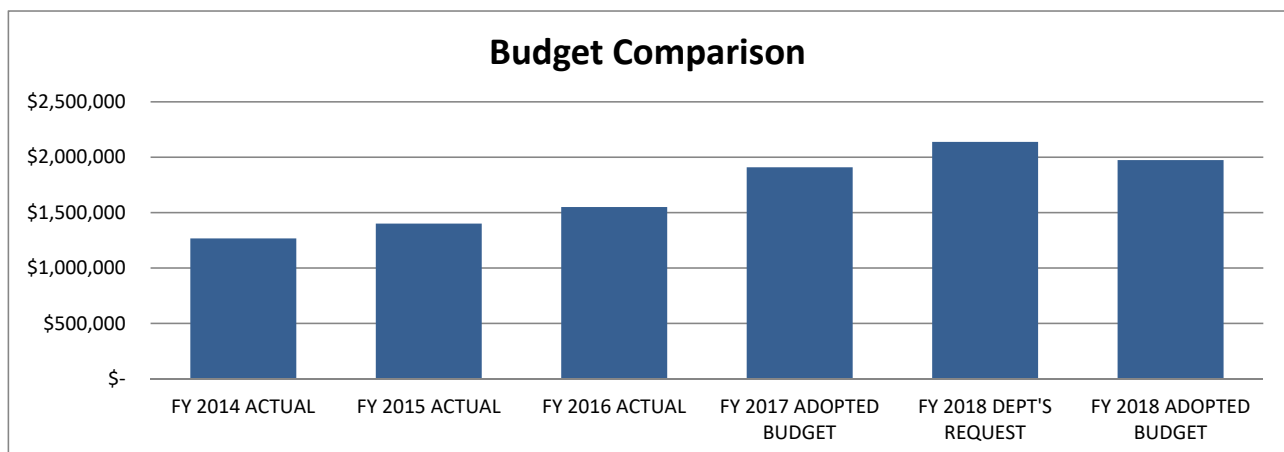
# **Medical Examiner**

## **EXPENDITURES**

|                   | FY 2014<br>ACTUAL   | FY 2015<br>ACTUAL   | FY 2016<br>ACTUAL   | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL   | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|---------------------|---------------------|---------------------|------------------------------|---------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 899,987          | \$ 1,003,754        | \$ 1,045,597        | \$ 1,330,462                 | \$ 1,286,846        | \$ 1,551,296                 | \$ 1,425,206                 |
| <b>TRAINING</b>   | \$ 5,195            | \$ 4,928            | \$ 4,545            | \$ 8,506                     | \$ 7,590            | \$ 12,000                    | \$ 9,500                     |
| <b>OPERATIONS</b> | \$ 362,203          | \$ 392,846          | \$ 500,881          | \$ 548,975                   | \$ 533,665          | \$ 557,600                   | \$ 539,906                   |
| <b>CAPITAL</b>    | \$ -                | \$ -                | \$ -                | \$ 21,720                    | \$ -                | \$ 17,760                    |                              |
| <b>TOTAL</b>      | <b>\$ 1,267,384</b> | <b>\$ 1,401,527</b> | <b>\$ 1,551,023</b> | <b>\$ 1,909,663</b>          | <b>\$ 1,828,101</b> | <b>\$ 2,138,656</b>          | <b>\$ 1,974,612</b>          |

## **PERSONNEL**

|                            | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|----------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b> |                    |                    |                    |                   |                              |                    |
| Assistant Medical Examiner | 0                  | 0                  | 1                  | 1                 |                              | 1                  |
| Autopsy Technician         | 0                  | 0                  | 1                  | 1                 |                              | 1                  |
| Chief Field Agent          | 0                  | 0                  | 0                  | 0                 | 1                            | 1                  |
| Deputy Chief Field Agent   | 0                  | 0                  | 0                  | 0                 | 1                            | 0                  |
| Field Agent (Title Change) | 0                  | 0                  | 0                  | 0                 | -2                           | -1                 |
| Field Agent                | 5                  | 5                  | 6                  | 6                 | 3                            | 6                  |
| Medical Examiner           | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Office Administrator       | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Tech I                     | 1                  | 1                  | 0                  | 0                 |                              | 0                  |
| Secretary                  | 0                  | 0                  | 1                  | 1                 |                              | 1                  |
| <b>PART-TIME POSITIONS</b> |                    |                    |                    |                   |                              |                    |
| Assistant Medical Examiner | 1                  | 1                  | -1                 | 0                 |                              | 0                  |
| Tech 1                     | 0                  | 0                  | 0                  | 0                 | 1                            | 0                  |
| <b>TOTAL</b>               | <b>9</b>           | <b>9</b>           | <b>11</b>          | <b>11</b>         | <b>4</b>                     | <b>11</b>          |



## PURPOSE

The purpose of the Medical Examiner's Office is serve the public and judicial needs of Collin County by investigating each death reported to establish a competent cause and manner of death in accordance with Medical Examiner Law in the Texas Code of Criminal Procedure, Article 49.25. The law also assigns the duties of proper identification of deceased individuals, issuance of cremation permits and maintenance of records.

## MAJOR PROGRAMS

### DEATH INVESTIGATION

Establish a competent cause and manner of death for each death reported to the office.

#### **FY 2018 Goals & Objectives**

- Establish a competent cause and manner of death for each death reported to the office.
- Implement an electronic case management system.
- Integrate the addition of a new additional field agent position into the office.

| PERFORMANCE MEASURES                                           | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|----------------------------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| Deaths Investigated                                            | 3,331             | 3,360             | 3,618             | 3,848             | 4,110             | 4,360               |
| Bodies transported by contract services<br>transport           | 539               | 524               | 497               | 567               | 527               | 530                 |
| Cases Accepted                                                 | 575               | 575               | 575               | 656               | 577               | 600                 |
| Organ and Tissue Donations                                     | 44                | 47                | 123               | 67                | 89                | 90                  |
| Toxicology Cases                                               | 534               | 532               | 493               | 622               | 639               | 640                 |
| Autopsies Performed                                            | 330               | 320               | 321               | 373               | 305               | 350                 |
| External Exams                                                 | 323               | 242               | 250               | 270               | 248               | 250                 |
| Partial Autopsies                                              | 13                | 5                 | 7                 | 13                | 24                | 20                  |
| Homicide autopsy reports completed within<br>60 days           | 100%              | 100%              | 100%              | 100%              | 100%              | 100%                |
| Other reports completed within 90 days                         | 100%              | 100%              | 100%              | 100%              | 100%              | 100%                |
| Percent of autopsies performed to total<br>deaths investigated | 10%               | 10%               | 9%                | 10%               | 7%                | 10%                 |
| Scene visits                                                   | 202               | 203               | 193               | 248               | 222               | 215                 |

## ADMINISTRATION

Communicate effectively with and provide needed services to families, law enforcement, the District Attorney, medical community, Homeland Security, the legal community, funeral directors, County administration, Auditor and Purchasing.

## PERSONNEL CHANGES

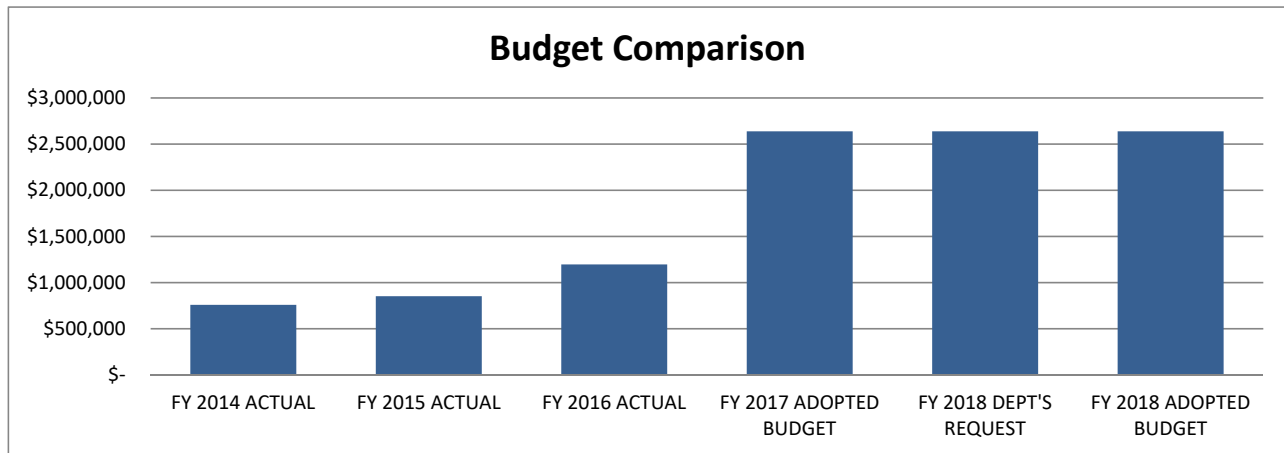
The Medical Examiner received a position change. The Field Agent is now a Chief Field Agent. This position will manage the case management system (VertiQ) and implement customization features while maintaining functionality. Also included in this position's duties are to supervise the field agents and oversee their training. Cost of this personnel change to Collin County is \$7,978 in recurring expenditures.

# **FY 2018 Adopted Budget Summary**

**MHMR**

## **EXPENDITURES**

|                   | <b>FY 2014<br/>ACTUAL</b> | <b>FY 2015<br/>ACTUAL</b> | <b>FY 2016<br/>ACTUAL</b> | <b>FY 2017<br/>ADOPTED<br/>BUDGET</b> | <b>FY 2017<br/>ACTUAL</b> | <b>FY 2018<br/>DEPT'S<br/>REQUEST</b> | <b>FY 2018<br/>ADOPTED<br/>BUDGET</b> |
|-------------------|---------------------------|---------------------------|---------------------------|---------------------------------------|---------------------------|---------------------------------------|---------------------------------------|
| <b>SALARIES</b>   | \$ -                      | \$ -                      | \$ -                      | \$ -                                  | \$ -                      | \$ -                                  | \$ -                                  |
| <b>TRAINING</b>   | \$ -                      | \$ -                      | \$ -                      | \$ -                                  | \$ -                      | \$ -                                  | \$ -                                  |
| <b>OPERATIONS</b> | \$ 759,125                | \$ 852,676                | \$ 1,196,798              | \$ 2,638,618                          | \$ 2,400,732              | \$ 2,638,618                          | \$ 2,638,618                          |
| <b>CAPITAL</b>    | \$ -                      | \$ -                      | \$ -                      | \$ -                                  | \$ -                      | \$ -                                  | \$ -                                  |
| <b>TOTAL</b>      | \$ 759,125                | \$ 852,676                | \$ 1,196,798              | \$ 2,638,618                          | \$ 2,400,732              | \$ 2,638,618                          | \$ 2,638,618                          |



## FY 2018 Adopted Budget Summary

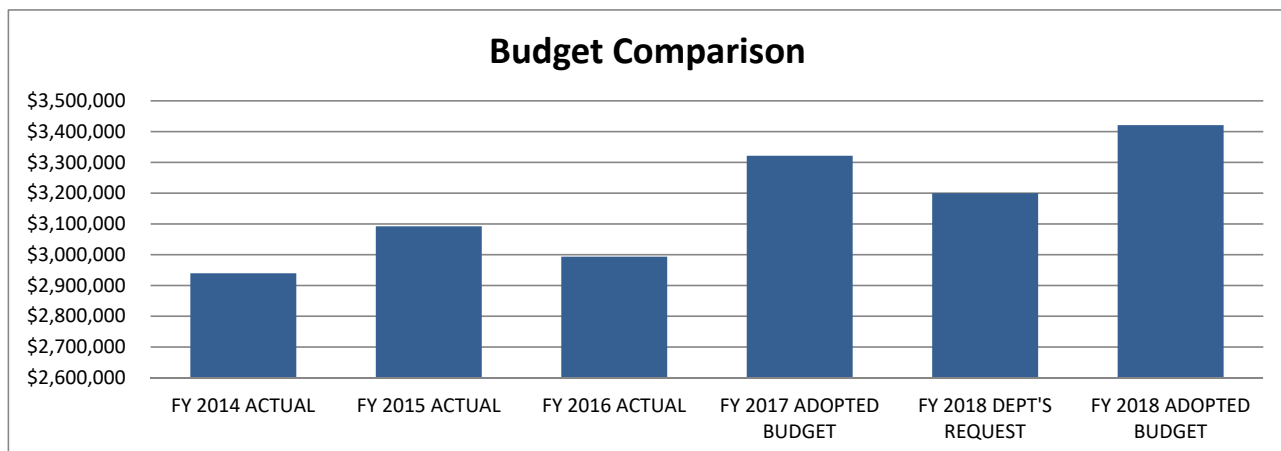
## Minimum Security - Admin

### EXPENDITURES

|                   | FY 2014<br>ACTUAL   | FY 2015<br>ACTUAL   | FY 2016<br>ACTUAL   | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL   | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|---------------------|---------------------|---------------------|------------------------------|---------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 2,760,044        | \$ 2,949,211        | \$ 2,850,825        | \$ 2,994,127                 | \$ 3,067,976        | \$ 2,976,496                 | \$ 3,200,617                 |
| <b>TRAINING</b>   | \$ -                | \$ -                | \$ 500              | \$ 500                       | \$ -                | \$ 5,900                     | \$ 2,900                     |
| <b>OPERATIONS</b> | \$ 179,679          | \$ 143,099          | \$ 142,312          | \$ 326,865                   | \$ 154,740          | \$ 217,656                   | \$ 217,451                   |
| <b>CAPITAL</b>    | \$ -                | \$ -                | \$ -                | \$ -                         | \$ -                | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | <b>\$ 2,939,724</b> | <b>\$ 3,092,310</b> | <b>\$ 2,993,637</b> | <b>\$ 3,321,492</b>          | <b>\$ 3,222,716</b> | <b>\$ 3,200,052</b>          | <b>\$ 3,420,968</b>          |

### PERSONNEL

|                            | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|----------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b> |                    |                    |                    |                   |                              |                    |
| Detention Officer          | 31                 | 31                 | 31                 | 31                |                              | 31                 |
| Food Service Technician    | 4                  | 4                  | 4                  | 4                 |                              | 4                  |
| Information                | 2                  | 2                  | 2                  | 2                 |                              | 2                  |
| Clerk/Receptionist JCV     |                    |                    |                    |                   |                              |                    |
| Jail Sergeant              | 6                  | 6                  | 6                  | 6                 |                              | 6                  |
| Lieutenant                 | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| <b>TOTAL</b>               | <b>44</b>          | <b>44</b>          | <b>44</b>          | <b>44</b>         | <b>0</b>                     | <b>44</b>          |



## PURPOSE

Minimum Security is a department under the supervision of the Collin County Sheriff's Office. Minimum Security is responsible for the safety of the citizens of Collin County by confining individuals accused or convicted of violating the law classified as non-violent and low risk. Minimum Security provides the following; Inmate housing, Infirmary Services, Staff Training and Inmate Programs.

## MAJOR PROGRAMS

### DETENTION OPERATIONS

The Texas Commission on Jail Standards requires Collin County Sheriff's Office to operate this facility with minimum staffing levels to maintain safety and security of the inmates at all times. The facility houses low-risk offenders to be classified and housed separately from high risk inmates. Thus this facility accommodates this requirement by providing housing, laundry, food services, and medical services for each inmates assigned at the building.

### FY 2018 Goals & Objectives

- To maintain a 98% staffing rate at all times by providing a safe and secure environment for staff and inmates.
- To score a 95 on the yearly Kitchen / Laundry inspection 95% of the time.

| PERFORMANCE MEASURES                 | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|--------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| # of Positions Approved              | 34                | 34                | 34                | 34                | 34                | 34                  |
| # of Positions Filled                | 34                | 34                | 34                | 34                | 34                | 34                  |
| % of Positions Filled                | 100%              | 100%              | 100%              | 100%              | 100%              | 100%                |
| # of Health Inspections Completed    | 4                 | 4                 | 4                 | 4                 | 4                 | 4                   |
| # of Inspection Score of 95 or Above | 4                 | 4                 | 4                 | 4                 | 4                 | 4                   |
| % of Inspection Score of 95 or Above | 100%              | 100%              | 100%              | 100%              | 100%              | 100%                |

## ADMINISTRATION

Minimum Security staff have many ancillary duties involving administrative tasks that must be completed daily, weekly, monthly, and annually. For example, daily reports must be submitted to supervisory staff that explain incidents involving inmate and staff. Observation forms must be completed to report inmate activities during a 24 hours period. Furthermore, paperwork must be submitted on cleaning issues, maintenance related issues, and daily shift reports. Finally, training must be offered and completed on all employees assigned to this area.

### FY 2018 Goals & Objectives

- Training Measures in Jail PBM.

## INMATE PROGRAM

According to the Texas Jail Commission, "Each facility shall have and implement a written plan, approved by the Commission, for inmate rehabilitation and education. The plan shall make maximum use of the resources available in and to the community in which the facility is located. The plan should include programs for voluntary participation by inmates." For example, alcohol or other drug abuse, and vocational rehabilitation. These plans are available to Minimum Security inmates.

### FY 2018 Goals & Objectives

- Inmate Program Measures in Jail PBM.

**DEPARTMENT IMPROVEMENTS**

Minimum Security received TCOLE License Certification Pay funding. TCLOE recognizes a basic, intermediate, advanced and master licenses for these positions. Certification rates includes \$55.00 monthly for Intermediate, \$80.00 for Advanced and \$125.00 for Masters license. Cost of this department improvement to Collin County is \$2,222 in recurring expenditures.

Minimum Security received Special Units Pay funding. The Honor Guard and DRT members will receive \$100 a month. Cost of this department improvement to Collin County is \$5,552 in recurring expenditures.

Minimum Security received funding for Peace Officer equipment. Included are handguns, magazine carrier, holster, belt, keepers, handcuff cases with handcuffs and other equipment. Cost of this department improvement is 5,182 in one-time expenditures.

Minimum Security received funding for leather gear stipend. Funds will be given to each newly hired or promoted to the position of Deputy Sheriff for the purpose of buying leather gear and accessories that meet SO specifications. Cost of this department improvement is \$2,778 in recurring expenditures.

Minimum Security received an increase in FTO Training Compensation. The new hires must receive training prior to working on their own is critical to the safety and well-being of both the public and the employees in addition to the county's liability. Cost of this department improvement to Collin County is \$4,626 in recurring expenditures.

Minimum Security received additional education and conference funding. Beginning in 2017 the college will begin charging the Sheriff's Office \$120 per student to attend the Basic Correction Officer Course. Cost of this department improvement to Collin County is \$2,400 in recurring expenditures.

## FY 2018 Adopted Budget Summary

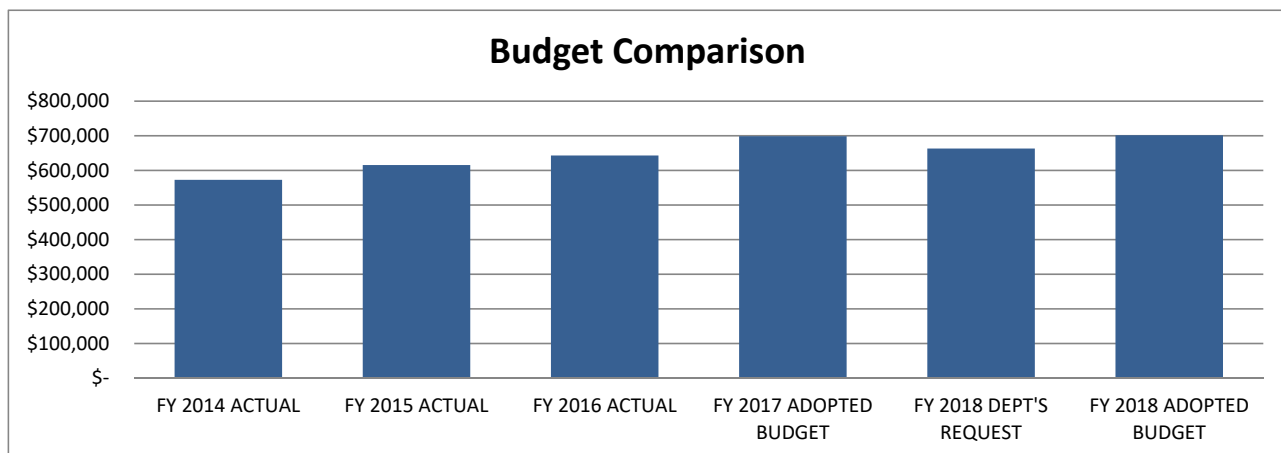
## Myers Park and Event Center

### EXPENDITURES

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 479,026        | \$ 533,498        | \$ 544,013        | \$ 578,970                   | \$ 553,385        | \$ 578,767                   | \$ 617,176                   |
| <b>TRAINING</b>   | \$ 3,271          | \$ 2,480          | \$ 2,250          | \$ 4,500                     | \$ 3,093          | \$ 4,825                     | \$ 4,825                     |
| <b>OPERATIONS</b> | \$ 90,549         | \$ 79,486         | \$ 87,095         | \$ 99,279                    | \$ 88,989         | \$ 79,547                    | \$ 79,547                    |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ 9,658          | \$ 15,996                    | \$ 59,892         | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | <b>\$ 572,846</b> | <b>\$ 615,464</b> | <b>\$ 643,017</b> | <b>\$ 698,745</b>            | <b>\$ 705,359</b> | <b>\$ 663,139</b>            | <b>\$ 701,548</b>            |

### PERSONNEL

|                              | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|------------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b>   |                    |                    |                    |                   |                              |                    |
| Events Coordinator           | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Grounds Keeper               | 3                  | 3                  | 3                  | 3                 |                              | 3                  |
| Grounds Maintenance Tech     | 2                  | 2                  | 2                  | 2                 |                              | 2                  |
| Lead Worker                  | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Parks Manager                | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Secretary                    | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| <b>PART-TIME POSITIONS</b>   |                    |                    |                    |                   |                              |                    |
| Grounds Keeper               | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Assistant Events Coordinator | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| <b>TOTAL</b>                 | <b>11</b>          | <b>11</b>          | <b>11</b>          | <b>11</b>         | <b>0</b>                     | <b>11</b>          |



**PURPOSE**

To provide educational and recreational opportunities as directed by the Deed of Trust set forth by the Park's founders. Myers Park & Event Center provides a premier facility to attract major equestrian, dog agility and livestock shows and events to Collin County, and provides opportunities for private, community and business facility rental for parties, gatherings and meetings.

**MAJOR PROGRAMS****ADMINISTRATION**

Management and coordination of park use and maintenance. Major work activities include; budgeting and fiscal control, scheduling and program, facility and use planning. Also includes event development, marketing of facility, community liaison, support of court appointed board and long range planning. Additional administrative functions: preparation and dissemination of correspondence, reports, contracts, documents and proposals, assigning daily activities, performing hiring, supervision, disciplinary actions and monitoring performance of staff. The administrative program also includes contact with users and the public both in person, digitally and by phone.

**PROMOTING EVENTS CENTER**

Marketing and promotion of Myers Park & Event Center. Major work activities include; preparation of promotional materials, press releases, and development of marketing strategy. Also includes attending key community events and networking opportunities. Additional promotional functions: photographing events and activities, working with local tourism agencies, assisting clients with event development.

**FY 2018 Goals & Objectives**

- To place 20 advertisements or articles in local news media/magazine outlets by September 30th.
- To log 40,000 views of Myers Park & Event Center website by September 30th.
- To log 350 "Likes" on the Myers Park & Event Center and Collin County Farm Museum Facebook pages by September 30th.
- To attend 350 networking, community, new client meetings or events by September 30th.

| PERFORMANCE MEASURES                                                                   | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|----------------------------------------------------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| # of Advertisements or Articles published                                              | 26                | 100               | 58                | 80                | 87                | 20                  |
| # of views of Myers Park & Event Center Website                                        | 60,428            | 59,818            | 64,592            | 59,019            | 59,858            | 40,000              |
| # of "Likes" on Myers Park & Event Center and Collin County Farm Museum Facebook pages | 642               | 1,118             | 1,719             | 2,402             | 2,944             | 3,294               |
| # of Networking, community, new client meeting or events attended                      | 532               | 971               | 442               | 689               | 551               | 350                 |

**FINANCIAL MANAGEMENT**

Management and coordination of rental use, event details and Collin County Farm Museum revenues. Major work activities include; executing use agreements, fee collection, record keeping, detailing necessary facility set-ups with maintenance staff, working with clients to produce a successful event at any Myers Park location. Also includes planning for staff coverage during events, coordinating park functions before, during and after events, making on-site visits and follow-up with clients to insure satisfaction. Additional revenue functions: preparation and dissemination of correspondence, contracts, proposals, schedules, tours events and programs. The revenue program also includes contact with users and the public both in person, digitally and by phone including assistance with local tourism agency, other departments and response to emergencies or facility repair issues.

## FY 2018 Adopted Budget Summary

## Myers Park and Event Center

### MYERS PARK EVENTS

To provide educational and recreational facility use for the community of Collin County.

#### FY 2018 Goals & Objectives

- Schedule and complete 200 events by September 30th.

| PERFORMANCE MEASURES                   | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|----------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| Event Attendance                       | 104,362           | 128,348           | 141,907           | 146,193           | 173,775           | 180,000             |
| # of Events                            | 322               | 369               | 378               | 360               | 394               | 365                 |
| # of Weekday Events                    | 132               | 155               | 159               | 138               | 175               | 152                 |
| # of Co-sponsored, County Dept. Events | 110               | 127               | 141               | 140               | 143               | 132                 |
| # of Paid Events                       | 202               | 234               | 230               | 213               | 244               | 225                 |
| # of No Charge Events                  | 7                 | 7                 | 7                 | 7                 | 7                 | 7                   |
| # of Reduced Charged Events            | 3                 | 1                 | 0                 | 0                 | 0                 | 0                   |

### GROUND MAINTENANCE

Maintenance of grounds and facilities throughout the year. Preparation, maintenance and restoration of facilities and grounds for events. Grounds staff works with various departments and outside groups on projects at Myers Park, these projects require hours of ground preparation, trenching, hauling compost and mulch, assistance using large equipment and more. Duty areas are varied -mowing, arena assembly, ground preparation for various animal competitions, limb removal, pond water quality, maintaining inventory of expendable items, welding repairs, and more. Staff development in this area has enabled in-house licensure for pesticide application and irrigation installation and maintenance. Grounds maintenance operations include the safe operation of heavy equipment for arena maintenance, acreage mowing and park improvements.

#### FY 2018 Goals & Objectives

- Complete 30 Total projects to include: irrigation, special Myers Park, internal and external group projects by September 30th.
- Complete 400 Event and Program set up/tear downs safely by September 30th.

| PERFORMANCE MEASURES                            | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|-------------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| # of Total Projects Completed                   | 38                | 98                | 84                | 83                | 36                | 30                  |
| # of Event and Program Set ups without incident | 679               | 722               | 720               | 706               | 788               | 400                 |

### DEPARTMENT IMPROVEMENTS

Myers Park received additional funding for an air compressor. The new air compressor will be housed in the new maintenance shop for the air tools used to change mower blades, air up tires, and clean off equipment from day to day use. The cost of this department improvement to Collin County is \$1,280 in one-time expenditures.

Myers Park received additional funding for a replacement countertop fryer. The existing fryer needs to be replaced due to its extensive use and age. The cost of this department improvement to Collin County is \$2,133 in one-time expenditures.

Myers Park received additional funding for a trailer. The trailer will be used for hauling chairs for events to the various buildings to increase efficiencies as well as help to maintain the chairs longer. The cost of this department improvement to Collin County is \$3,833 in one-time expenditures.

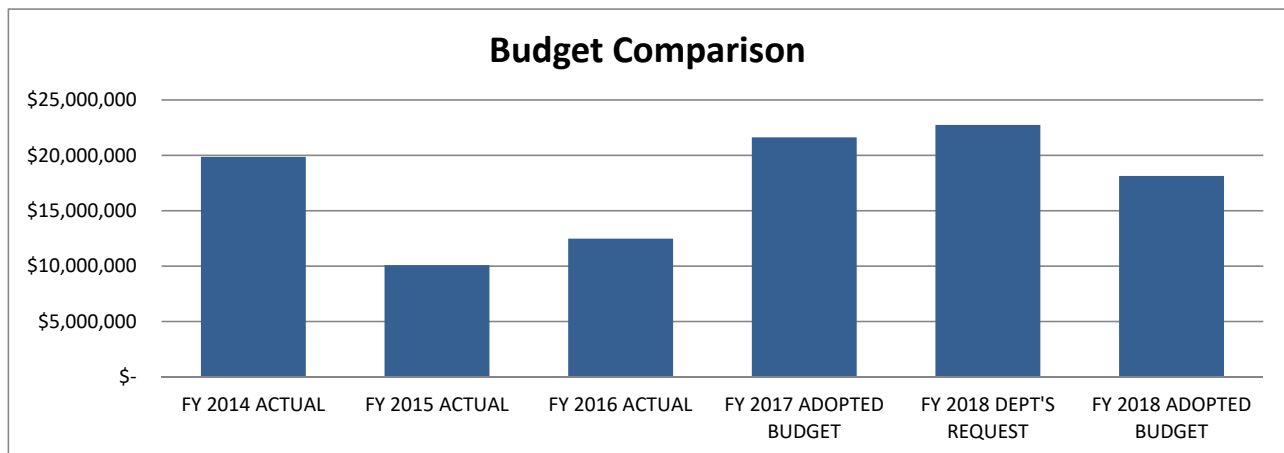
Myers Park received additional funding for bin and drawer cabinets. The new cabinets will be used for organizing and centralizing various irrigation supplies in the new maintenance shop. The cost of this department improvement to Collin County is \$2,016 in one-time expenditures.

# **FY 2018 Adopted Budget Summary**

# **Non Departmental**

## **EXPENDITURES**

|                   | FY 2014<br>ACTUAL    | FY 2015<br>ACTUAL    | FY 2016<br>ACTUAL    | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL    | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|----------------------|----------------------|----------------------|------------------------------|----------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 198,809           | \$ 226,842           | \$ 235,410           | \$ 950,000                   | \$ 217,613           | \$ 1,200,000                 | \$ 950,000                   |
| <b>TRAINING</b>   | \$ 1,799             | \$ 4,362             | \$ 3,392             | \$ 42,500                    | \$ 4,190             | \$ 42,500                    | \$ 42,500                    |
| <b>OPERATIONS</b> | \$ 19,646,863        | \$ 9,842,899         | \$ 10,145,242        | \$ 13,084,050                | \$ 10,207,650        | \$ 21,507,041                | \$ 17,148,407                |
| <b>CAPITAL</b>    | \$ 16,065            | \$ 13,770            | \$ 2,099,871         | \$ 7,546,214                 | \$ 6,171,493         | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | <b>\$ 19,863,536</b> | <b>\$ 10,087,874</b> | <b>\$ 12,483,915</b> | <b>\$ 21,622,764</b>         | <b>\$ 16,600,946</b> | <b>\$ 22,749,541</b>         | <b>\$ 18,140,907</b>         |

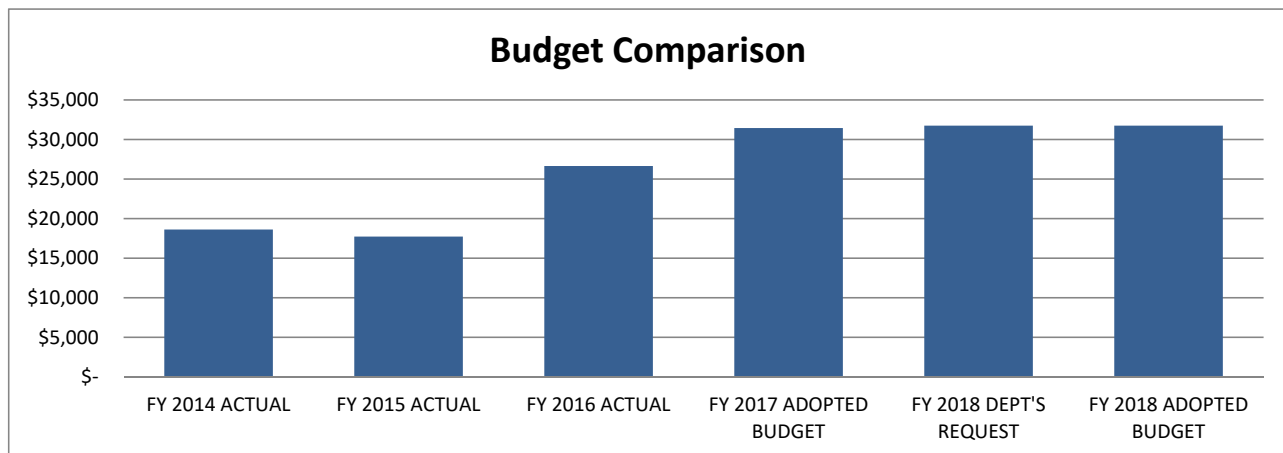


# FY 2018 Adopted Budget Summary

Open Space

## EXPENDITURES

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 12,000         | \$ 12,000         | \$ 12,000         | \$ 15,900                    | \$ 15,900         | \$ 16,200                    | \$ 16,200                    |
| <b>TRAINING</b>   | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>OPERATIONS</b> | \$ 6,625          | \$ 5,732          | \$ 14,649         | \$ 15,550                    | \$ 13,779         | \$ 15,550                    | \$ 15,550                    |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | \$ 18,625         | \$ 17,732         | \$ 26,649         | \$ 31,450                    | \$ 29,679         | \$ 31,750                    | \$ 31,750                    |



**DEPARTMENT IMPROVEMENTS**

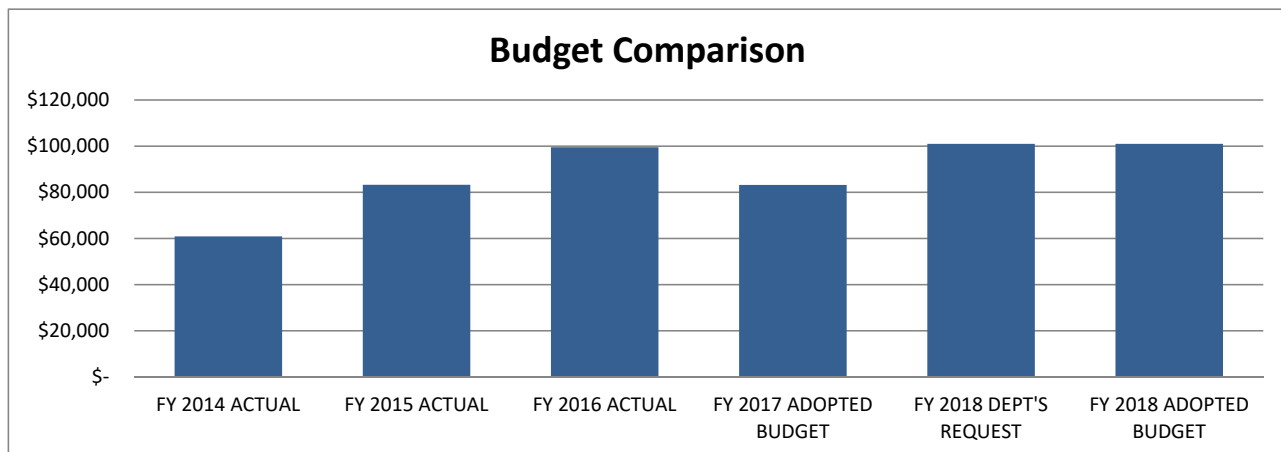
Open Space received funding for contract labor. Caretakers are needed to maintain Sister Grove Park as well as Parkhill Prairie on a daily basis. Cost of this department improvement to Collin County is \$16,200 in recurring expenditures.

# FY 2018 Adopted Budget Summary

Pre Trial Release

## EXPENDITURES

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TRAINING</b>   | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>OPERATIONS</b> | \$ 60,911         | \$ 83,268         | \$ 99,540         | \$ 83,220                    | \$ 105,233        | \$ 101,014                   | \$ 101,014                   |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | \$ 60,911         | \$ 83,268         | \$ 99,540         | \$ 83,220                    | \$ 105,233        | \$ 101,014                   | \$ 101,014                   |



**DEPARTMENT IMPROVEMENTS**

Pre Trial Release received additional monitoring fee funding. The number of court ordered inmate GPS monitoring has increased. Cost of this department improvement to Collin County is \$17,794 in recurring expenditures.

# FY 2018 Adopted Budget Summary

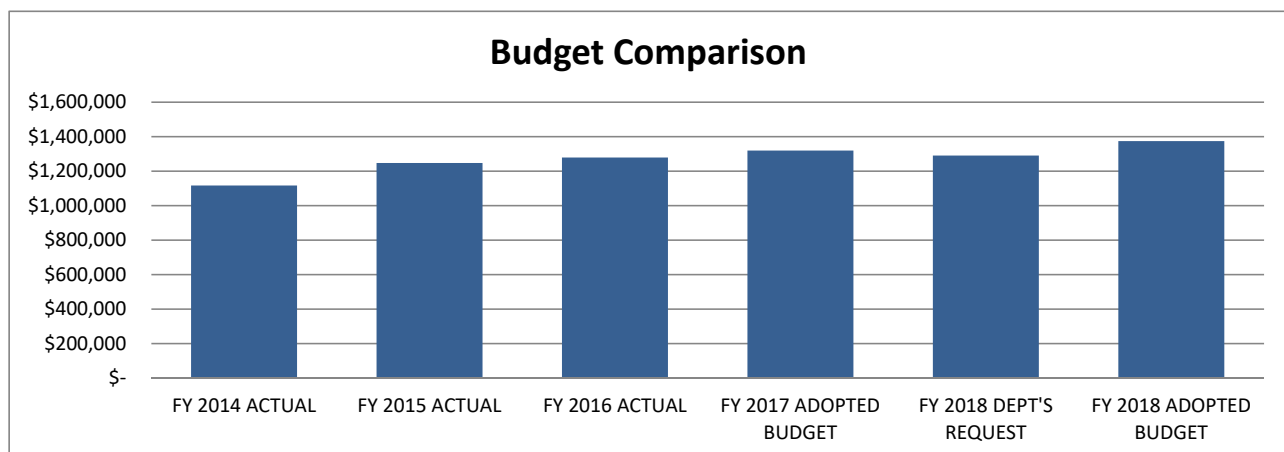
# Purchasing

## EXPENDITURES

|                   | FY 2014<br>ACTUAL   | FY 2015<br>ACTUAL   | FY 2016<br>ACTUAL   | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL   | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|---------------------|---------------------|---------------------|------------------------------|---------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 1,099,693        | \$ 1,219,503        | \$ 1,243,144        | \$ 1,294,136                 | \$ 1,198,445        | \$ 1,265,207                 | \$ 1,348,830                 |
| <b>TRAINING</b>   | \$ 8,871            | \$ 17,534           | \$ 17,704           | \$ 18,000                    | \$ 17,766           | \$ 18,000                    | \$ 18,000                    |
| <b>OPERATIONS</b> | \$ 8,373            | \$ 10,433           | \$ 8,238            | \$ 7,460                     | \$ 6,578            | \$ 7,460                     | \$ 7,460                     |
| <b>CAPITAL</b>    | \$ -                | \$ -                | \$ 10,080           | \$ -                         | \$ -                | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | <b>\$ 1,116,937</b> | <b>\$ 1,247,470</b> | <b>\$ 1,279,167</b> | <b>\$ 1,319,596</b>          | <b>\$ 1,222,789</b> | <b>\$ 1,290,667</b>          | <b>\$ 1,374,290</b>          |

## PERSONNEL

|                            | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|----------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b> |                    |                    |                    |                   |                              |                    |
| Assistant Purchasing Agent | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Asset Management           | 2                  | 2                  | 2                  | 2                 |                              | 2                  |
| Buyer I                    | 3                  | 3                  | 3                  | 3                 |                              | 3                  |
| Buyer II                   | 4                  | 4                  | 4                  | 4                 |                              | 4                  |
| Functional Analyst         | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Purchasing Administrator   | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Purchasing Agent           | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Senior Buyer               | 2                  | 2                  | 2                  | 2                 |                              | 2                  |
|                            | 15                 | 15                 | 15                 | 15                | 0                            | 15                 |



## PURPOSE

The statutory responsibility of the Purchasing Agent is to purchase all supplies, materials, and equipment; contract for all repairs required or used by the County; and supervise all purchases made on competitive bid. The Purchasing Agent is also responsible for County property and inventory and must annually file with the County Auditor and each member of the Purchasing Board an inventory of all property on hand and belonging to the County and to each subdivision, officer or employee.

## MAJOR PROGRAMS

### BUYING

Per Local Government Code 262.011, the Purchasing Agent is to purchase all supplies and equipment for Collin County.

### **FY 2018 Goals & Objectives**

- To procure quality supplies, equipment, and services in a cost-effective manner to all county departments.

| PERFORMANCE MEASURES         | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| Requisitions Received        | 10,942            | 10,151            | 10,072            | 9,378             | 7,149             | 6,199               |
| Purchase Orders Issued       | 10,607            | 9,828             | 9,720             | 8,710             | 5,750             | 4,550               |
| Purchasing Card Transactions | N/A               | 3,038             | 3,228             | 3,465             | 5,128             | 5,828               |

## CONTRACTS

Per Local Government Code, the Purchasing Agent contracts for repairs for property, supervises all purchases made on competitive bid.

### **FY 2018 Goals & Objectives**

- Insure that all purchases are made in compliance with Purchasing Statutes and the County Purchasing Manual.

| PERFORMANCE MEASURES                                                | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|---------------------------------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| Sealed RFP's/Bids/Agreements/Grants, Etc.<br>Received and Processed | 518               | 478               | 638               | 569               | 509               | 550                 |

## ADMINISTRATION

Aids the Purchasing operation in the administration of contract management, procurement cards, county training, time accounting, buying & recording keeping, and statistical data. Revenues generated are rebates from various Co-Ops for dollars spent in these programs.

### **FY 2018 Goals & Objectives**

- Provide proficiency in support of mandates and basic procurement operations.
- Provide cost avoidance through competitive processes.

| PERFORMANCE MEASURES                   | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|----------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| Procurement Training Classes Conducted | 18                | 26                | 17                | 18                | 15                | 15                  |
| P-Card Training Classes Conducted      | N/A               | N/A               | N/A               | 17                | 23                | 23                  |

## **FY 2018 Adopted Budget Summary**

## **Purchasing**

### **COMPUTER WAREHOUSING**

Manages the receipt, inventory control and issuance of all computer related equipment.

#### **FY 2018 Goals & Objectives**

- Supplies stability and accuracy in computer inventory management.

| PERFORMANCE MEASURES                      | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|-------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| Request for Equipment                     | 722               | N/A               | 615               | 700               | 553               | 553                 |
| Percent of Requests Processed in 24 Hours | 100%              | N/A               | 100%              | 100%              | 100%              | 100%                |

### **PROPERTY MANAGEMENT**

Manages county assets and property maintenance and conducts county auctions.

#### **FY 2018 Goals & Objectives**

- Increase on-line auctions for generations of revenues to the County.

| PERFORMANCE MEASURES                    | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|-----------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| On-line Auctions Conducted              | 2                 | 6                 | 4                 | 3                 | 2                 | 3                   |
| Inventories Conducted                   | 43                | N/A               | 18                | 62                | 28                | 30                  |
| Revenue Generated From On-line Auctions | \$ 143,149        | N/A               | \$ 314,265        | \$ 334,472        | \$ 667,615        | \$ 700,000          |

# FY 2018 Adopted Budget Summary

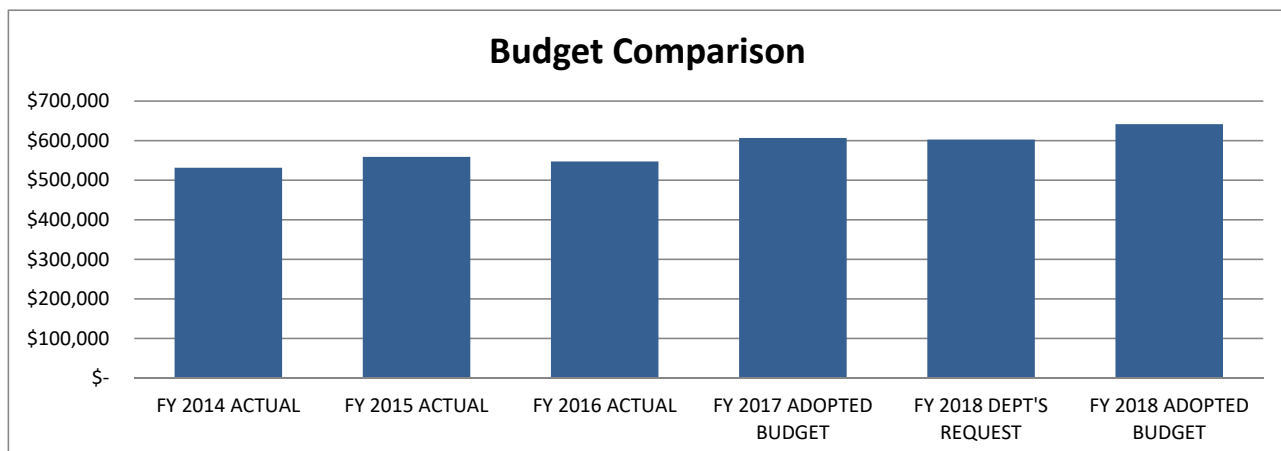
Records

## EXPENDITURES

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 437,546        | \$ 481,390        | \$ 508,407        | \$ 526,089                   | \$ 505,395        | \$ 521,919                   | \$ 560,956                   |
| <b>TRAINING</b>   | \$ 6,840          | \$ 9,208          | \$ 11,763         | \$ 14,201                    | \$ 13,940         | \$ 14,201                    | \$ 14,201                    |
| <b>OPERATIONS</b> | \$ 52,269         | \$ 46,932         | \$ 27,336         | \$ 66,535                    | \$ 30,858         | \$ 66,535                    | \$ 66,535                    |
| <b>CAPITAL</b>    | \$ 34,971         | \$ 21,500         | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | \$ 531,626        | \$ 559,031        | \$ 547,506        | \$ 606,825                   | \$ 550,193        | \$ 602,655                   | \$ 641,692                   |

## PERSONNEL

|                            | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|----------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b> |                    |                    |                    |                   |                              |                    |
| Records Manager            | 1                  | 1                  | 0                  | 0                 |                              | 0                  |
| Records Management Officer | 0                  | 0                  | 1                  | 1                 |                              | 1                  |
| Tech I                     | 5                  | 5                  | 5                  | 5                 |                              | 5                  |
| Tech II                    | 2                  | 2                  | 2                  | 2                 | -1                           | 1                  |
| Information                | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Clerk/Receptionist         |                    |                    |                    |                   |                              |                    |
| ERMS Specialist            | 0                  | 0                  | 0                  | 0                 | 1                            | 1                  |
| <b>TOTAL</b>               | 9                  | 9                  | 9                  | 9                 | 0                            | 9                  |



**PURPOSE**

The Records Management Department acts as the caretaker of information belonging to the citizens of Collin County. This stewardship involves preserving the information while making it available in a usable and cost effective manner, providing comprehensive records management support to participating County departments, and ensuring that legally mandated retention schedules and preservation standards for records are followed.

**MAJOR PROGRAMS****RECORDS PUBLIC SERVICE**

This function includes providing public assistance to the records of the county; responding to public information requests; making presentations to county, professional, and citizen groups on the importance of preserving and managing local government records; participating in county-wide and/or departmental projects to evaluate, design, implement, and manage new projects/software for compliance with county and state standards and statutes; providing county departments with business process analysis and/or training on Records & Information Management best practices for storing records in paper or electronic formats; and updating county policies and procedures as needed to reflect new technologies, best practices, and changes in statutory requirements.

**FY 2018 Goals & Objectives**

- To serve Collin County through the collection, storage, retention, preservation, and disposition of County records entrusted to the department's care and serve as a resource for developing records and information mgmt. resources and technology.

**RECORDS RETENTION**

This function includes maintaining and updating retention schedules; monitoring destruction efforts including providing vendor onsite secure destruction services, training on records & information management; scanning county records for inclusion in the county's electronic records/document management system; providing secured storage for IT back up tapes and original backup microfilm; and reviewing records for preservation of historical and/or archival documents once their retention period has expired.

**FY 2018 Goals & Objectives**

- To ensure that all records created and received by the County are maintained, preserved, and disposed of in accordance with County, State, and Federal rules and regulations.
- Update Collin County retention schedule as per revised Texas State library and archives schedules.
- To scan and/or import 8,000,000 pages annually.

| PERFORMANCE MEASURES                                | FY 2013<br>ACTUAL | FY 2014*<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|-----------------------------------------------------|-------------------|--------------------|-------------------|-------------------|-------------------|---------------------|
| Number of Boxes destroyed as per retention schedule | 3,434             | 5,771*             | 4,506             | 1,600             | 4,519             | 3,515               |
| Pages Scanned/Imported                              | 534,798           | 5,857,925          | 6,645,478         | 9,222,333         | 6,048,954         | 8,000,000           |

*\*This number includes inventory cleanup and consolidation of boxes from Plano and Records Center to one location.*

**STORAGE AND RETRIEVAL**

This function includes managing the County's offsite Records Center; managing physical records (paper, microfilm, microfiche, CD, DVD, audio & video tapes, etc.); and managing County's electronic document records system including database structure, users, security roles and rights, storage volumes, formats, etc.

- Store, retrieve, and preserve County records for participating departments.

## STORAGE AND RETRIEVAL CONTINUED

### FY 2018 Goals & Objectives

- Provide a physical and electronic records management (electronic document management system) for participating Collin County departments.
- To reduce physical storage by 10% annually.
- To electronically record and manage 7,000,000 documents annually using the Records Management System (RMS).
- To electronically record and manage 55,000,000 images annually using Records Management System (RMS).

| PERFORMANCE MEASURES                                       | FY 2013<br>ACTUAL | FY 2014*<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|------------------------------------------------------------|-------------------|--------------------|-------------------|-------------------|-------------------|---------------------|
| File folders & file research requested from Records Center | 2,598             | 1,501              | 2,477             | 2,286             | 6,859             | 3,144               |
| Records Center Storage Capacity - end of year              | 101%              | 85%                | 69%               | 45%               | 32%               | 25%                 |
| New boxes received for storage                             | 494               | 794                | 183               | 231               | 2,478             | 800                 |
| Electronic records managed by RMS system- Documents        | n/a               | 4,889,314*         | 5,639,519         | 6,919,676         | 6,819,534         | 7,000,000           |
| Electronic records managed by RMS system- Images           | n/a               | 33,994,763*        | 40,637,292        | 49,859,625        | 55,908,579        | 55,000,000          |

*\*This number reflects usage of improved LF Metrics reports updated in FY 2014 that accounts for the discrepancies in previously reported numbers. New reports providing actual data are stored electronically.*

## PERSONNEL CHANGES

Information Technology - Records received a personnel reclassification. A Tech II position was reclassified to a ERMS Specialist to manage the increased electronic records and systems and create electronic forms to help eliminate unnecessary paper across the County. Cost of this personnel change to Collin County is \$6,802 in recurring expenditures.

## FY 2018 Adopted Budget Summary

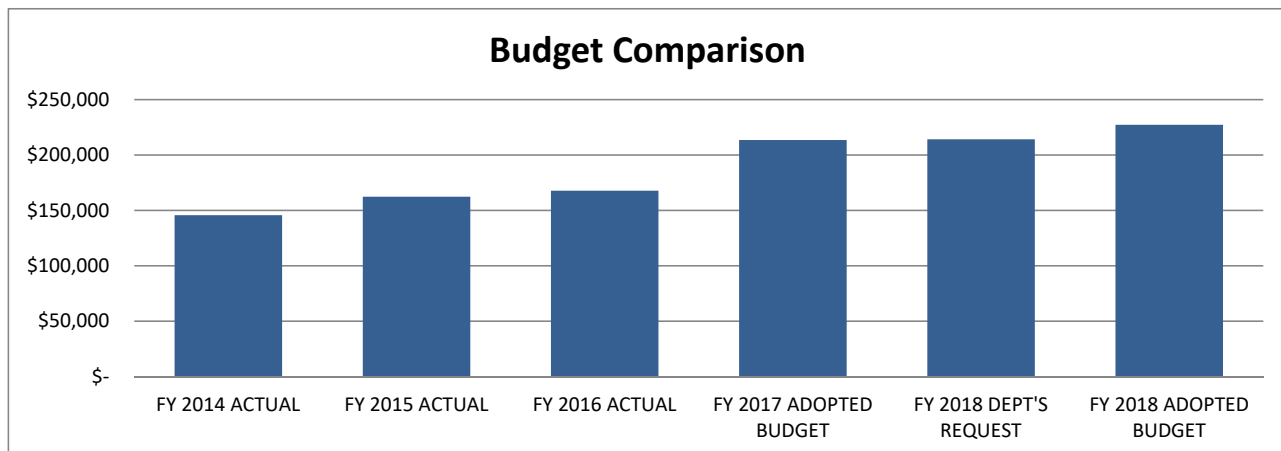
## Risk Management

### EXPENDITURES

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 133,570        | \$ 161,339        | \$ 167,433        | \$ 172,279                   | \$ 171,132        | \$ 172,933                   | \$ 186,004                   |
| <b>TRAINING</b>   | \$ 2,817          | \$ 1,020          | \$ 69             | \$ 4,900                     | \$ 466            | \$ 4,900                     | \$ 4,900                     |
| <b>OPERATIONS</b> | \$ 9,287          | \$ -              | \$ 299            | \$ 36,382                    | \$ 28             | \$ 36,382                    | \$ 36,382                    |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | <b>\$ 145,674</b> | <b>\$ 162,358</b> | <b>\$ 167,801</b> | <b>\$ 213,561</b>            | <b>\$ 171,626</b> | <b>\$ 214,215</b>            | <b>\$ 227,286</b>            |

### PERSONNEL

|                            | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|----------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b> |                    |                    |                    |                   |                              |                    |
| Risk Manager               | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| HR Generalist              | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| <b>TOTAL</b>               | <b>2</b>           | <b>2</b>           | <b>2</b>           | <b>2</b>          | <b>0</b>                     | <b>2</b>           |



**PURPOSE**

The effective identification, analysis, and control of risks to the organization.

**MAJOR PROGRAMS****INSURANCE / BOND PROCUREMENT AND ADMINISTRATION**

This program is responsible for ensuring that appropriate insurance policies and bonds are in place, at a competitive price, to provide the coverage for Collin County's buildings and their contents, county owned equipment, third party liability claims and officials and staff.

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**CLAIMS ADMINISTRATION**

This program is responsible for the administration of the county's self insured workers' compensation, automobile, property and general liability programs. It coordinates resolutions on claims filed against the county and coordinates loss recoveries.

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**SAFETY**

This program is designed to contribute to the safety of Collin County employees through the administration and recommendation of risk avoidance processes, procedures, and training. It includes coordination of random testing for CDL program.

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**MANAGEMENT SERVICES**

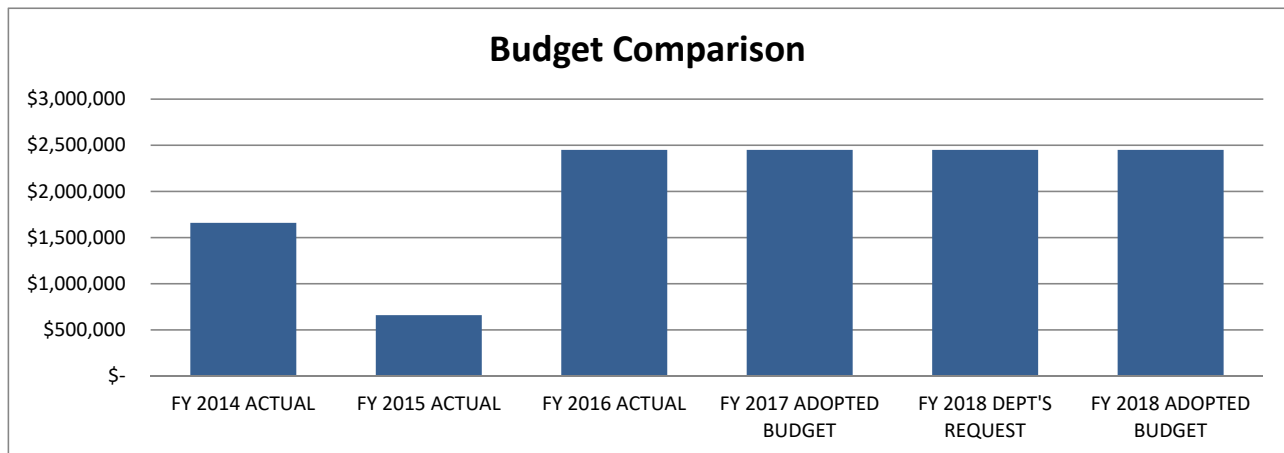
This is all the general management requirements that must be dealt with on an ongoing basis such as providing information and assistance management, reviewing contracts to ensure the vendor has adequate insurance coverage, providing guidance on risk issues likely to occur with a project and reviewing changes in legislation affecting insurance, workers' compensation and safety.

## FY 2018 Adopted Budget Summary

## Risk Management - Shared

### EXPENDITURES

|                   | FY 2014<br>ACTUAL   | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL   | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL   | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|---------------------|-------------------|---------------------|------------------------------|---------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ -                | \$ -              | \$ -                | \$ -                         | \$ -                | \$ -                         | \$ -                         |
| <b>TRAINING</b>   | \$ -                | \$ -              | \$ -                | \$ -                         | \$ -                | \$ -                         | \$ -                         |
| <b>OPERATIONS</b> | \$ 1,660,000        | \$ 660,000        | \$ 2,450,000        | \$ 2,450,000                 | \$ 2,450,000        | \$ 2,450,000                 | \$ 2,450,000                 |
| <b>CAPITAL</b>    | \$ -                | \$ -              | \$ -                | \$ -                         | \$ -                | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | <b>\$ 1,660,000</b> | <b>\$ 660,000</b> | <b>\$ 2,450,000</b> | <b>\$ 2,450,000</b>          | <b>\$ 2,450,000</b> | <b>\$ 2,450,000</b>          | <b>\$ 2,450,000</b>          |



# **FY 2018 Adopted Budget Summary**

**Sheriff's Office**

## **EXPENDITURES**

|                   | <b>FY 2014<br/>ACTUAL</b> | <b>FY 2015<br/>ACTUAL</b> | <b>FY 2016<br/>ACTUAL</b> | <b>FY 2017<br/>ADOPTED<br/>BUDGET</b> | <b>FY 2017<br/>ACTUAL</b> | <b>FY 2018<br/>DEPT'S<br/>REQUEST</b> | <b>FY 2018<br/>ADOPTED<br/>BUDGET</b> |
|-------------------|---------------------------|---------------------------|---------------------------|---------------------------------------|---------------------------|---------------------------------------|---------------------------------------|
| <b>SALARIES</b>   | \$ 12,017,459             | \$ 12,683,654             | \$ 12,694,211             | \$ 13,429,594                         | \$ 13,073,968             | \$ 13,954,811                         | \$ 15,654,525                         |
| <b>TRAINING</b>   | \$ 59,690                 | \$ 58,041                 | \$ 93,048                 | \$ 95,094                             | \$ 84,703                 | \$ 330,386                            | \$ 235,428                            |
| <b>OPERATIONS</b> | \$ 251,954                | \$ 302,888                | \$ 486,767                | \$ 588,488                            | \$ 594,575                | \$ 853,400                            | \$ 789,642                            |
| <b>CAPITAL</b>    | \$ 167,915                | \$ 97,848                 | \$ 80,669                 | \$ 56,500                             | \$ 148,593                | \$ 549,182                            | \$ 565,572                            |
| <b>TOTAL</b>      | <b>\$ 12,497,018</b>      | <b>\$ 13,142,431</b>      | <b>\$ 13,354,694</b>      | <b>\$ 14,169,676</b>                  | <b>\$ 13,901,839</b>      | <b>\$ 15,687,779</b>                  | <b>\$ 17,245,167</b>                  |

## **PERSONNEL**

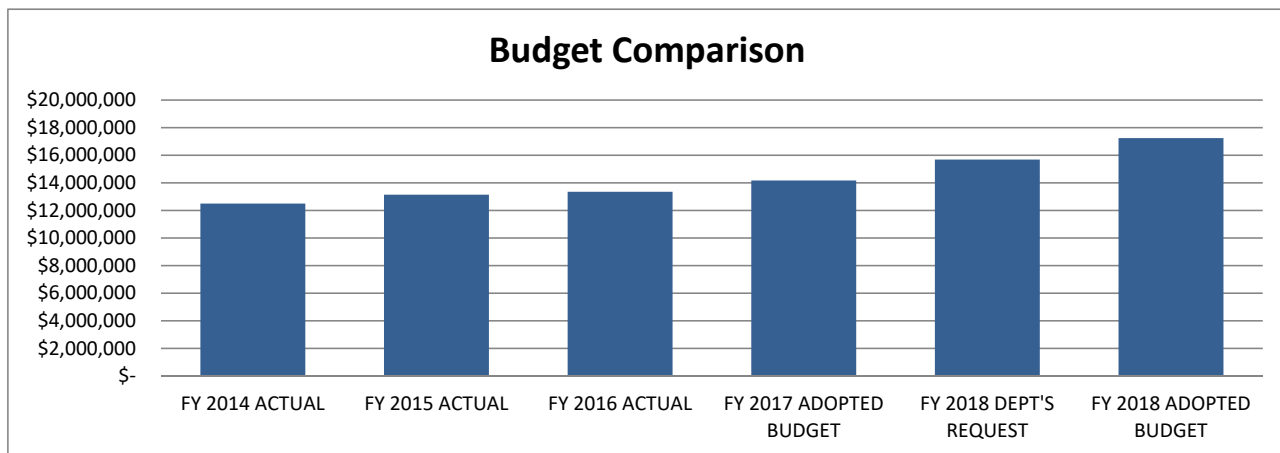
|                                         | <b>FY 2015<br/>ADOPTED</b> | <b>FY 2016<br/>ADOPTED</b> | <b>FY 2017<br/>ADOPTED</b> | <b>FY 2017<br/>ACTUAL</b> | <b>FY 2018<br/>DEPT'S<br/>REQUEST</b> | <b>FY 2018<br/>ADOPTED</b> |
|-----------------------------------------|----------------------------|----------------------------|----------------------------|---------------------------|---------------------------------------|----------------------------|
| <b>FULL-TIME POSITIONS</b>              |                            |                            |                            |                           |                                       |                            |
| A.F.I.S Technician                      | 1                          | 1                          | 1                          | 1                         |                                       | 1                          |
| Account/Office Clerk                    | 1                          | 1                          | 0                          | 0                         |                                       | 0                          |
| Administrative Secretary                | 4                          | 4                          | 4                          | 4                         |                                       | 4                          |
| Assistant Communications Supervisor     | 3                          | 3                          | 3                          | 3                         |                                       | 3                          |
| Captain                                 | 0                          | 0                          | 0                          | 0                         | 1                                     | 1                          |
| Criminal Justice Information Specialist | 14                         | 14                         | 14                         | 14                        |                                       | 14                         |
| Criminal Justice Information Supervisor | 1                          | 1                          | 1                          | 1                         |                                       | 1                          |
| Criminal Investigator                   | 15                         | 10                         | 11                         | 10                        |                                       | 10                         |
| Criminalist                             | 0                          | 1                          | 1                          | 1                         |                                       | 1                          |
| Chief Deputy Sheriff                    | 1                          | 1                          | 0                          | 0                         |                                       | 0                          |
| Deputy Chief                            | 0                          | 0                          | 2                          | 2                         |                                       | 2                          |
| Deputy Sheriff                          | 64                         | 68                         | 68                         | 68                        | 8                                     | 76                         |
| Deputy Sheriff (Training)               | 0                          | 0                          | 0                          | 0                         | 1                                     | 1                          |
| Dispatcher                              | 15                         | 20                         | 20                         | 20                        | 3                                     | 23                         |
| Functional Analyst                      | 1                          | 1                          | 1                          | 1                         |                                       | 1                          |
| Geocode Technical Information           | 1                          | 1                          | 1                          | 1                         |                                       | 1                          |
| Clerk/Receptionist                      | 1                          | 1                          | 1                          | 1                         |                                       | 1                          |
| Legal Advisor                           | 0                          | 0                          | 0                          | 0                         | 1                                     | 1                          |
| Lieutenant                              | 8                          | 7                          | 7                          | 7                         |                                       | 7                          |
| Major                                   | 3                          | 3                          | 2                          | 2                         |                                       | 2                          |
| Office Coordinator                      | 1                          | 1                          | 1                          | 1                         |                                       | 1                          |
| Payroll Specialist                      | 1                          | 1                          | 1                          | 1                         |                                       | 1                          |
| Public Safety Communication Manager     | 1                          | 1                          | 1                          | 1                         |                                       | 1                          |
| Public Services Officer                 | 1                          | 1                          | 1                          | 1                         |                                       | 1                          |
| Secretary                               | 2                          | 2                          | 2                          | 2                         |                                       | 2                          |
| Sergeant                                | 3                          | 6                          | 6                          | 6                         |                                       | 6                          |

# FY 2018 Adopted Budget Summary

Sheriff's Office

## PERSONNEL CONTINUED

|                                          | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>PROPOSED |
|------------------------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|---------------------|
| <b>FULL-TIME POSITIONS</b>               |                    |                    |                    |                   |                              |                     |
| Sheriff                                  | 1                  | 1                  | 1                  | 1                 |                              | 1                   |
| Student Resource Officer<br>(Blue Ridge) | 0                  | 0                  | 0                  | 0                 | 1                            | 1                   |
| Technician II                            | 2                  | 2                  | 2                  | 2                 |                              | 2                   |
| Victim Assistance Coordinator            | 0                  | 0                  | 1                  | 1                 |                              | 1                   |
| <b>TOTAL</b>                             | <b>145</b>         | <b>152</b>         | <b>153</b>         | <b>152</b>        | <b>15</b>                    | <b>167</b>          |



**PURPOSE**

The Collin County Sheriff's Office is responsible for law enforcement in the unincorporated areas of County and for management and operation of the various Collin County Adult Centers. Sheriff's Office provides the following services; Criminal Investigations, Patrol, Dispatch, Mental Health Services, Civil Services, Crime Prevention, Mental Health Services, In-House Training, Criminal Warrants and Judicial Services. The Sheriff's Office oversees various departments including Child Abuse Task Force, County Corrections, Jail, Minimum Security, Pre Trial Release and their functions.

**MAJOR PROGRAMS****PATROL**

Deputies are assigned patrol duties throughout the county with the responsibility of preventing criminal activity, apprehending perpetrators of offenses, responding to calls for assistance by citizens, and provide for the general peace and security of persons and property within the county. The deputies patrolling the county respond to situations that occur within their view or of which they are made aware by citizens as well as respond to situations to which they are dispatched. Deputies are also responsible for enforcement of traffic laws.

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**DISPATCH**

Provides communication related to requests for assistance from the public or other entities as well as needed responses to inquiries by law enforcement personnel within the county related to offenses, traffic, investigations, confirmation of warrants. It is needed to disperse information to all necessary agencies and personnel when required, summon assistance from other agencies, coordinate and manage all communications in an orderly manner to help prevent confusion in times of emergency.

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**SUPPORT SERVICES**

Personnel assigned to Support Services include Mental Deputies, Warrant Deputies, and service personnel. Mental Deputies respond to calls, at all hours, and situations involving emotionally or possibly mentally disturbed person. These Deputies are trained to anticipate and deal with such situations and transport, when necessary, to the appropriate medical facility. Warrant Deputies pursue all warrants serve all processes directed to them. They, like Mental Deputies, are always on call. A service personnel coordinates day-to-day maintenance and repair of fleet vehicles and equipment and also coordinates delivery and other repairs with maintenance facility or other necessary locations.

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**DEPARTMENT IMPROVEMENTS**

The Sheriff's Office received TCOLE License Certification Pay funding. TCLOE recognizes a basic, intermediate, advanced and master licenses for these positions. Certification rates includes \$55.00 monthly for Intermediate, \$80.00 for Advanced and \$125.00 for Masters license. Cost of this department improvement to Collin County is \$119,313 in recurring expenditures.

The Sheriff's Office received Special Units Pay funding. The Tactical Team Officers will receive \$150 a month and the Tactical Dispatchers and Honor Guard will receive \$100 a month. Cost of this department improvement to Collin County is \$42,334 in recurring expenditures.

The Sheriff's Office received funding for leather gear stipend. Funds will be given to each newly hired or promoted to the position of Deputy Sheriff for the purpose of buying leather gear and accessories that meet SO specifications. Cost of this department improvement is \$27,780 in recurring expenditures.

**DEPARTMENT IMPROVEMENTS CONTINUED**

The Sheriff's Office received funding for Peace Officer equipment. Included are handguns, magazine carrier, holster, belt, keepers, handcuff cases with handcuffs and other equipment. Cost of this department improvement is \$69,170 in one-time expenditures.

The Sheriff's Office received funding for School Resource Officer vehicles. Equipment will be added to bring their marked units up to the standard needed for Patrol duties. Included are in-car camera systems, computer, software, radar, and ticket writer. Cost of this department improvement to Collin County is \$100,362 in one-time expenditures.

The Sheriff's Office received funding for the Chassis and DS Storage replacement. The current equipment has been discontinued and no longer supported. Cost of this department improvement to Collin County is \$238,556 in one-time expenditures.

The Sheriff's Office received funding for the replacement of Rocket Modems. Forty four units are over five years old. This service is required to support the continuous connection from the MDC to the Dispatch software and provides the officers access to maps and emails. Cost of this department improvement to Collin County is \$76,500 in one-time expenditures.

The Sheriff's Office received funding for replacement L-3 equipment. This equipment is outdated and will no longer be supported. Cost of this department improvement to Collin County is \$9,692 in one-time expenditures.

The Sheriff's Office received funding for a camera. Currently there is no video/audio production equipment for the Community Services Section and is needed to take pictures and record video. Cost of this department improvement to Collin County is \$3,145 in one-time expenditures.

The Sheriff's Office received funding for additional mobile data computers and software. All deputies are not required to respond to calls for service and all vehicles must be equipped properly. Cost of this department improvement to Collin County is \$155,007 in one-time expenditures.

The Sheriff's Office received funding for a K-9 SWAT Vest. The vest is protection from variety of handgun rounds and bladed weapons. They will also allow the dogs to be identified during their working hours. Cost of this department improvement to Collin County is \$5,870 in one-time expenditures.

The Sheriff's Office received an increase in FTO Training Compensation. The new hires must receive training prior to working on their own is critical to the safety and well-being of both the public and the employees in addition to the county's liability. Cost of this department improvement to Collin County is \$11,565 in recurring expenditures.

The Sheriff's Office received funding for radars. This is needed to properly equip six patrol vehicles. Cost of this department improvement to Collin County is \$24,000 in one-time expenditures.

The Sheriff's Office received funding for radars. This is needed to properly equip six patrol vehicles. Cost of this department improvement to Collin County is \$24,000 in one-time expenditures.

The Sheriff's Office received funding for replacement crash sensors. Twenty four units are expired. The equipment triggers flashback DVR into record mode in the event of a collision. Cost of this department improvement to Collin County is \$4,992 in one-time expenditures.

The Sheriff's Office received funding to refurbish rifles. The current weapons are past their useful life. Cost of this department improvement to Collin County is \$5,000 in one-time expenditures.

The Sheriff's Office received funding for a protective suit. This is needed for protection and to prevent injuries. Cost of this department improvement to Collin County is \$2,029 in one-time expenditures.

The Sheriff's Office received funding for a DVD/CD Duplicator. This is needed for the collection and replication of certain media that is essential for Internal Affairs investigations. Cost of this department improvement to Collin County is \$425 in one-time expenditures.

**DEPARTMENT IMPROVEMENTS CONTINUED**

The Sheriff's Office received funding for replacement training mats. The thirty six mats will be used for training employees in both the Operations and Detention divisions of the Sheriff's Office. Cost of this department improvement to Collin County is \$3,000 in one-time expenditures.

The Sheriff's Office received funding for Force on Force training. Simulation handguns and ammunition along with addition training funds are needed for this type of training. Cost of this department improvement to Collin County is \$2,348 in recurring and \$4,420 in one-time expenditures.

The Sheriff's Office received funding for replacement tasers. Thirty two units are past their service life. Cost of this department improvement to Collin County is \$46,697 in one-time expenditures.

The Sheriff's Office received funding for two ballistic shields. Do to the increase in line of duty deaths by gunfire, the industry standard is to equip each shift with multiple shields. Cost of this department improvement to Collin County is \$5,280 in one-time expenditures.

The Sheriff's Office received funding for additional software. The Blackbag Mobilyze License will be used by the investigator assigned to the Collin County Children's Advocacy Center. Cost of this department improvement to Collin County is \$158 in recurring expenditures.

The Sheriff's Office received funding for replacement equipment needed for the two Deputies assigned to the Commercial Motor Vehicles. Two wheel load weighers are over 9 years old and out of date. Cost of this department improvement to Collin County is \$20,560 in one-time expenditures.

The Sheriff's Office received funding for an evidence storage locker to ensure the preservation of biological evidence collected by personnel. The refrigerator evidence locker will also provide the accessibility needed by other sections when the biological evidence is collected after hours. Cost of this department improvement to Collin County is \$7,397 in one-time expenditures.

The Sheriff's Office received funding for stop sticks. Two patrol vehicles will be given these in order for them to be properly equipped. Cost of this department improvement to Collin County is \$1,470 in one-time expenditures.

**PERSONNEL CHANGES**

The Sheriff's Office received a new position. The Legal Advisor will assist the Sheriff in performing his responsibilities and in complying with criminal-procedure, civil-rights, and privacy law. Cost of this personnel change to Collin is \$12,481 in one-time and \$132,682 in recurring expenditures.

The Sheriff's Office received a new position. A Captain will assist the Commander in field operations. Cost of this personnel change to Collin is \$17,772 in one-time and \$107,350 in recurring expenditures.

The Sheriff's Office received a new position. An additional Training Deputy will be assigned to the Training Section to assist in the increase training needs. Cost of this personnel change to Collin is \$14,289 in one-time and \$80,902 in recurring expenditures.

The Sheriff's Office received additional positions for the Dispatch Center. Five additional Dispatchers are needed do to the increase of calls for service received in the Dispatch Center. Cost of this personnel change to Collin is \$1,708 in one-time and \$180,771 in recurring expenditures.

The Sheriff's Office received additional positions for the reorganization of the Patrol Section. Included are eight Deputies with equipment, uniforms and training for each. The key workload measures population and calls for service, including family-violence calls have increased, while key performance measures response times, response times over 40 minutes, and stacked calls (calls waiting in line) have deteriorated. The Sheriff's Office utilized M&O savings in the amount of \$228,000 in funding towards this request. Cost of this department improvement to Collin County is \$740,214 in recurring and \$162,807 in one-time expenditures.

**PERSONNEL CHANGES CONTINUED**

The Sheriff's Office received an additional position for Blue Ridge ISD. A School Resource Officer will be assigned and will be reimbursed by the school district. Cost of this personnel change to Collin is \$4,907 in one-time and \$82,184 in recurring expenditures.

## FY 2018 Adopted Budget Summary

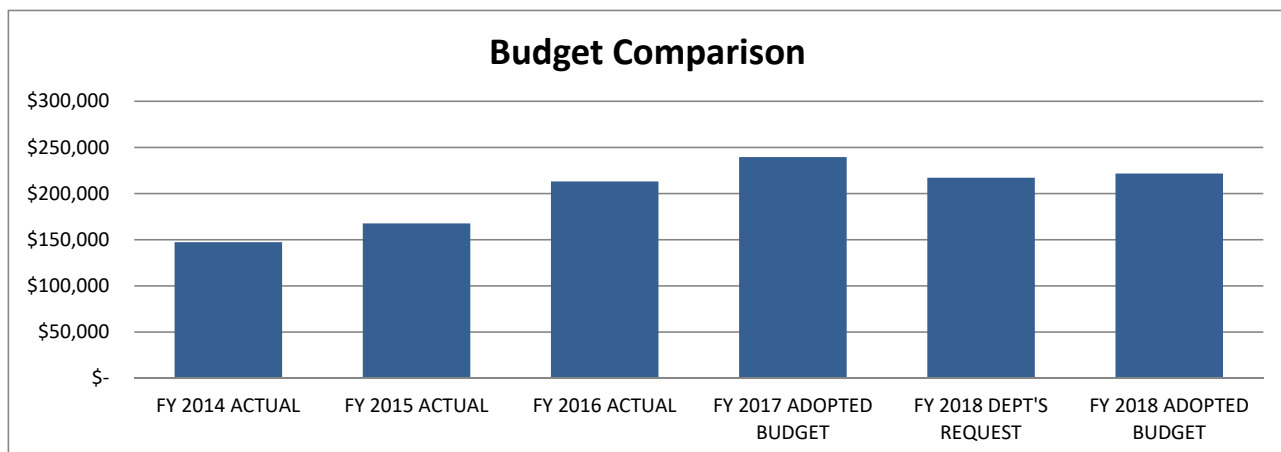
## Substance Abuse

### EXPENDITURES

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 146,948        | \$ 165,904        | \$ 211,832        | \$ 234,584                   | \$ 219,328        | \$ 212,224                   | \$ 216,743                   |
| <b>TRAINING</b>   | \$ 456            | \$ 1,457          | \$ 1,183          | \$ 2,700                     | \$ 1,609          | \$ 2,850                     | \$ 2,850                     |
| <b>OPERATIONS</b> | \$ -              | \$ 368            | \$ 176            | \$ 2,300                     | \$ 1,747          | \$ 2,150                     | \$ 2,150                     |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | <b>\$ 147,404</b> | <b>\$ 167,729</b> | <b>\$ 213,191</b> | <b>\$ 239,584</b>            | <b>\$ 222,684</b> | <b>\$ 217,224</b>            | <b>\$ 221,743</b>            |

### PERSONNEL

|                            | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|----------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b> |                    |                    |                    |                   |                              |                    |
| Administrative Secretary   | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Counselor                  | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Program Administrator      | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| <b>TOTAL</b>               | <b>3</b>           | <b>3</b>           | <b>3</b>           | <b>3</b>          | <b>0</b>                     | <b>3</b>           |



## PURPOSE

The Substance Abuse Program provides alcohol and drug prevention and intervention services to all county residents by identifying abuse or dependence, making recommendations for treatment or giving information to concerned citizens.

## MAJOR PROGRAMS

### ASSESSMENTS & REFERRALS

Alcohol/drug assessments (also called substance abuse evaluations) are an interview process to identify the extent of an individual's alcohol or drug use and make recommendations for abstinence, treatment or other appropriate actions.

#### **FY 2018 Goals & Objectives**

- To provide assessments to adolescents and adults in order to give the individual and the referring entity recommendations for treatment or other kinds of appropriate help.
- To increase the number of adolescent assessments for Teen Court and Juvenile Probation.

| PERFORMANCE MEASURES                | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|-------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| Appointments Made                   | 1,469             | 1,341             | 1,431             | 1,419             | 1,687             | 1,750               |
| Appointments Kept                   | 911               | 874               | 821               | 1,096             | 1,301             | 1,500               |
| # of Alcohol / Drug Assessments     | 911               | 874               | 821               | 1,096             | 1,301             | 1,500               |
| Adult Assessments                   | 668               | 726               | 706               | 911               | 1,121             | 1,250               |
| Adolescent Assessments              | 243               | 148               | 115               | 185               | 180               | 250                 |
| # of Juvenile Probation Assessments | 9                 | 5                 | -                 | 271               | 204               | 250                 |

### INFORMATION & REFERRALS

We receive many calls or e-mails from county residents with alcohol/drug questions, usually concerning a family member or friend. Those questions can range from identifying a particular drug found in the house, to where and how to get help, to how to deal with a family member who doesn't want to stop drinking or using drugs. Finding this information on the Internet, for instance, can be extremely time-consuming or simply unavailable for the individual and some county residents do not have a computer. In addition, citizens drop by our office asking for information or specific help. Addicts come in on occasion to get advice on where and how to get treatment or find local AA or NA groups. After seeing a counselor they leave with a sheet of paper with names and phone numbers and have been given specific answers to all their questions, answers they are often unable to get elsewhere, or only by calling numerous groups or agencies.

#### **FY 2018 Goals & Objectives**

- To provide information and referral over the phone or in person within 48 hours of the initial call or request 95% of the time.
- To provide information to county residents about alcohol/drugs and related issues.

### PRESENTATIONS

In order to inform county residents about alcohol and drugs, trends and actions to take, county groups (such as schools, PTAs, churches, city councils and others) occasionally request presentations about these issues. We get these requests either specifically for our agency or for the Substance Abuse Coalition of Collin County, of which we are a part. Our expertise is in discussing drug trends in general, adult and adolescent use in Collin County and parenting information. These presentations are generally given free of charge. We bring handouts included with the presentation and we often have a display of drug paraphernalia or other items which suggest drinking or drug use. Our agency is the recognized authority on substance abuse in the county.

#### **FY 2018 Goals & Objectives**

- To provide presentations to community groups about alcohol/drug awareness within 4 months of request.

## FY 2018 Adopted Budget Summary

## Substance Abuse

### PRESENTATIONS CONTINUED

#### FY 2018 Goals & Objectives

- To educate county residents about alcohol/drugs, thereby promoting and protecting public health by providing presentations to community groups.

| PERFORMANCE MEASURES                                            | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|-----------------------------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| # of Presentations Requested                                    | 5                 | 6                 | 9                 | 20                | 22                | 25                  |
| # of Drug / Alcohol Presentations within 4<br>Months of Request | 5                 | 6                 | 9                 | 20                | 22                | 25                  |
| % of Drug / Alcohol Presentations within 4<br>Months of Request | 100%              | 100%              | 100%              | 100%              | 100%              | 100%                |
| # of Attendees at presentations                                 | 1,311             | 791               | 1,182             | 3,408             | 4,001             | 5,000               |
| % increase over previous year                                   | N/A               | -40%              | 49%               | 188%              | 17%               | 25%                 |

### ADMINISTRATION

The Substance Abuse Program has been in existence since 1990 and during that time has conducted 13,293 assessments and given help to thousands more, whether through information/referral or at presentations. Administrative tasks support those activities. They include making appointments, dealing with individuals and families who come in for their scheduled appointments or the members of the general public who have questions or problems, answering questions on the phone, preparing and maintaining client files, writing assessment reports, collecting fees, compiling monthly statistics, preparing for presentations and working with other programs/agencies.

#### FY 2018 Goals & Objectives

- To submit written reports to the referral entity within 2 weeks of request 90% of the time.
- To collect a fee for all Adult Probation and Juvenile Probation assessments.

| PERFORMANCE MEASURES                         | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|----------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| # of reports written and sent                | 911               | 874               | 821               | 1,096             | 1,301             | 1,500               |
| Amount of fees collected for Adult Probation | \$ 27,300         | \$ 29,620         | \$ 29,630         | \$ 38,160         | \$ 49,040         | \$ 50,000           |

# **FY 2018 Adopted Budget Summary**

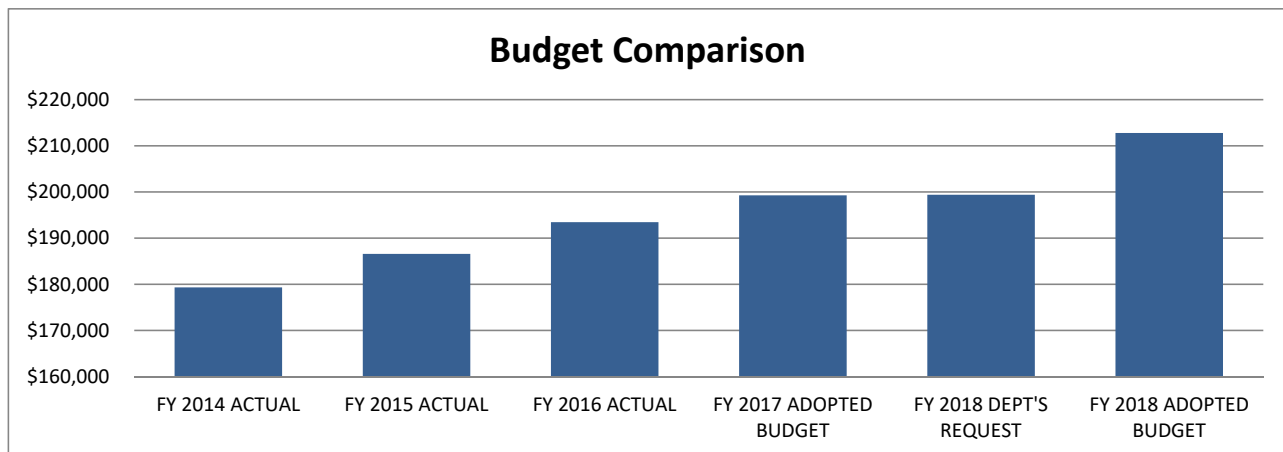
# **Support Services**

## **EXPENDITURES**

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 177,911        | \$ 185,179        | \$ 192,158        | \$ 197,828                   | \$ 197,208        | \$ 197,950                   | \$ 211,332                   |
| <b>TRAINING</b>   | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>OPERATIONS</b> | \$ 1,418          | \$ 1,407          | \$ 1,310          | \$ 1,450                     | \$ 851            | \$ 1,450                     | \$ 1,450                     |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | <b>\$ 179,329</b> | <b>\$ 186,585</b> | <b>\$ 193,468</b> | <b>\$ 199,278</b>            | <b>\$ 198,059</b> | <b>\$ 199,400</b>            | <b>\$ 212,782</b>            |

## **PERSONNEL**

|                            | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|----------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b> |                    |                    |                    |                   |                              |                    |
| Mail Technician            | 2                  | 2                  | 2                  | 2                 |                              | 2                  |
| Mail/Supply Supervisor     | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| <b>PART-TIME POSITIONS</b> |                    |                    |                    |                   |                              |                    |
| Mail Technician - PT       | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| <b>TOTAL</b>               | <b>4</b>           | <b>4</b>           | <b>4</b>           | <b>4</b>          | <b>0</b>                     | <b>4</b>           |



**PURPOSE**

To provide mail drop off and pick up service to all County facilities; to coordinate with the U.S. Post Office and other postal services for Countywide delivery and pick up; to warehouse and provide supplies to all County departments as needed.

**MAJOR PROGRAMS****MAIL DELIVERY AND PICK-UP**

This program encompasses receiving mail at the dock from USPS and certain courier services, delivery to and pick up of mail from the Post Office, running mail and interoffice correspondence between offices. Orders out of Central Supply are also delivered on the earliest route possible. Support Services currently makes "mail runs" to most of Collin County's staffed facilities daily. To minimize some costs, mail is delivered less frequently to more remote locations, such as Myers Park.

**FY 2018 Goals & Objectives**

- To deliver and pick up Countywide mail no later than 1:45 pm each day 95% of the time.
- To provide next business day delivery on all interoffice mail 98% of the time.

**METERING AND SORTING**

Support Services sorts mail received to deliver to each office and sorts outgoing mail by the first 3 digits in the zip code to get discounted rates. Mail is metered and boxed for delivery to the post office. Special items including larger parcels are metered on site prior to delivery.

**FY 2018 Goals & Objectives**

- To work with departments and use presorted rate for over 75% of County mailings.
- To provide next business day delivery on all outgoing mail 98% of the time.

3. Goal number three here.

| PERFORMANCE MEASURES                    | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|-----------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| # of Total County Mail Pieces Processed | 1,183,182         | 1,120,981         | 1,175,356         | 1,152,602         | 1,034,081         | 1,150,000           |
| # of Mail Pieces Presorted              | 1,112,604         | 1,072,299         | 1,116,183         | 1,091,220         | 989,322           | 950,000             |
| % of Mail Presorted                     | 94%               | 96%               | 95%               | 95%               | 96%               | 83%                 |
| Presorted Mail Savings to Collin County | \$35,482          | \$33,579          | \$33,175          | \$30,101          | \$27,997          | \$30,000            |

**ADMINISTRATION**

The administrative function of Support Services coordinates Central Supply for the purchasing and arranging delivery of printer toner, fax toner, concession supplies and paper orders. The Support Services Supervisor also works with vendors to stay on top of postage rate changes and find cost-effective methods of delivery. Other standard functions of time coordination, office management and correspondence are completed under this heading. The Support Services Supervisor is also responsible for submitting monthly copier readings so the County is billed correctly for usage.

**FY 2018 Goals & Objectives**

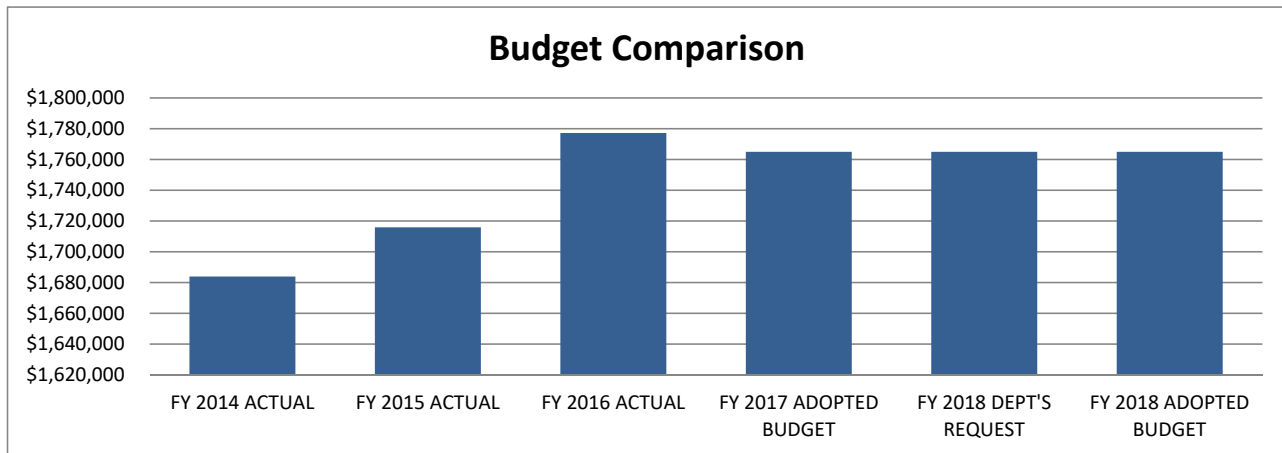
- To deliver supplies from warehouse by next day after order is placed 95% of the time.

# FY 2018 Adopted Budget Summary

# Support Services - Shared

## EXPENDITURES

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TRAINING</b>   | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>OPERATIONS</b> | \$ 1,663,827      | \$ 1,715,911      | \$ 1,777,206      | \$ 1,765,000                 | \$ 1,552,863      | \$ 1,765,000                 | \$ 1,765,000                 |
| <b>CAPITAL</b>    | \$ 20,124         | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | \$ 1,683,952      | \$ 1,715,911      | \$ 1,777,206      | \$ 1,765,000                 | \$ 1,552,863      | \$ 1,765,000                 | \$ 1,765,000                 |



# **FY 2018 Adopted Budget Summary**

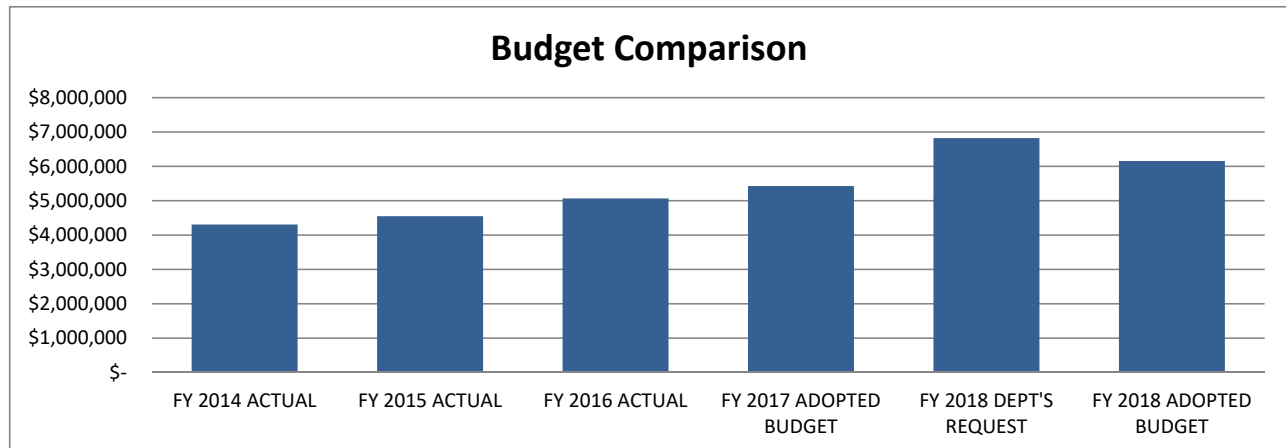
# **Tax Assessor/Collector**

## **EXPENDITURES**

|                   | FY 2014<br>ACTUAL   | FY 2015<br>ACTUAL   | FY 2016<br>ACTUAL   | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL   | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|---------------------|---------------------|---------------------|------------------------------|---------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 4,092,071        | \$ 4,346,858        | \$ 4,831,921        | \$ 5,108,538                 | \$ 4,919,451        | \$ 6,371,807                 | \$ 5,849,041                 |
| <b>TRAINING</b>   | \$ 15,364           | \$ 17,746           | \$ 20,992           | \$ 30,900                    | \$ 18,805           | \$ 25,460                    | \$ 25,460                    |
| <b>OPERATIONS</b> | \$ 121,214          | \$ 100,007          | \$ 131,320          | \$ 238,470                   | \$ 122,307          | \$ 331,351                   | \$ 194,550                   |
| <b>CAPITAL</b>    | \$ 78,988           | \$ 84,637           | \$ 82,400           | \$ 48,042                    | \$ 12,500           | \$ 93,750                    | \$ 87,450                    |
| <b>TOTAL</b>      | <b>\$ 4,307,637</b> | <b>\$ 4,549,248</b> | <b>\$ 5,066,633</b> | <b>\$ 5,425,950</b>          | <b>\$ 5,073,063</b> | <b>\$ 6,822,368</b>          | <b>\$ 6,156,501</b>          |

## **PERSONNEL**

|                                         | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|-----------------------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b>              |                    |                    |                    |                   |                              |                    |
| Account/Office Clerk                    | 4                  | 4                  | 4                  | 4                 |                              | 4                  |
| Accounting Tech                         | 2                  | 2                  | 3                  | 3                 |                              | 3                  |
| Administrative Secretary                | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Chief Deputy Clerk                      | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Deputy Tax Clerk I                      | 4                  | 4                  | 4                  | 4                 |                              | 4                  |
| Deputy Tax Clerk II                     | 7                  | 9                  | 9                  | 9                 |                              | 9                  |
| Financial Operations Supervisor         | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Information Clerk/Receptionist          | 2                  | 2                  | 2                  | 2                 |                              | 2                  |
| Lead Clerk                              | 5                  | 5                  | 5                  | 5                 | 1                            | 5                  |
| Property Tax Tech                       | 1                  | 0                  | 1                  | 1                 | -1                           | 1                  |
| Property Deputy Tax Clerk II (McKinney) | 1                  | 1                  | 0                  | 0                 |                              | 0                  |
| Tax Assessor                            | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Tax Office Liason                       | 0                  | 0                  | 0                  | 0                 | 1                            |                    |
| Title Specialist                        | 27                 | 32                 | 28                 | 28                | 7                            | 28                 |
| Title Specialist (NTTA)                 | 0                  | 0                  | 0                  | 3                 | 3                            | 3                  |
| Title Specialist II                     | 4                  | 4                  | 4                  | 4                 |                              | 4                  |
| Vehicle Registration Clerk              | 13                 | 14                 | 18                 | 18                |                              | 18                 |
| Vehicle Registration Clerk (NTTA)       | 0                  | 0                  | 0                  | 6                 | 6                            | 6                  |
| Vehicle Registration Clerk II           | 3                  | 3                  | 3                  | 3                 |                              | 3                  |
| Refund Deputy Tax Clerk II              | 1                  | 0                  | 0                  | 0                 |                              | 0                  |
| <b>PART-TIME POSITIONS</b>              |                    |                    |                    |                   |                              |                    |
| Vehicle Registration Clerk              | 9                  | 9                  | 9                  | 9                 |                              | 9                  |
| <b>TOTAL</b>                            | <b>87</b>          | <b>93</b>          | <b>94</b>          | <b>103</b>        | <b>17</b>                    | <b>103</b>         |



## PURPOSE

To formulate policies and programs to ensure enforcement of the Texas Property Code and Texas Motor Vehicle laws. The basic duties and responsibilities of the Tax Assessor-Collector include: 1) assessing and collecting property taxes, 2) registering, licensing, and titling motor vehicles, and 3) maintaining accountability for public funds.

## MAJOR PROGRAMS

### MOTOR VEHICLE TITLE AND REGISTRATION

The Motor Vehicle Title & Registration program is state mandated in the Transportation Code. We are required to register motor vehicles, prepare new and transfer motor vehicle titles for the state, provide disabled placards. We sell Special Plates as well as normal car, motorcycle, trailer and truck plates. We process internet registrations, mail registrations and walk-in customers. Our clerks are required to keep up with current legislation and any changes to policy made by TxDMV.

#### FY 2018 Goals & Objectives

- To process all motor vehicle transactions within 2 days of receipt by mail, 1 day of on-line receipt, 3 minutes per walk-in transaction, and 5 days by off-site receipt, 85% of the time.

| PERFORMANCE MEASURES         | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| # of Registrations Processed | 826,174           | 845,965           | 852,511           | 906,167           | 857,194           | 857,600             |
| # of Titles Processed        | 179,317           | 183,423           | 190,505           | 209,273           | 209,154           | 209,500             |
| Motor Vehicle Collections    | \$219,505,851     | \$ 226,483,342    | \$ 249,333,399    | \$ 271,868,049    | \$ 235,969,412    | \$ 240,600,000      |

## PROPERTY TAX

The Property Tax Department is required by State and Local Property Tax Laws to collect taxes, comply with Truth in Taxation legislation while setting the tax rates, process adjustments, address changes and reevaluations as directed by the Central Appraisal District. All employees must keep up with legislative changes in order to efficiently serve the taxpayers and entities of Collin County.

#### FY 2018 Goals & Objectives

- To provide accurate and prompt tax information for owners of property in Collin County and ensure accurate mailing of bills, receipts, and posting of payments within 5 days of receipt by mail, 1 day of on-line receipt, and 5 minutes per walk-in transaction, 80% of the time.
- To collect all taxes due and ensure taxpayers pay their share of the tax burden by maintaining an 80% collection rate of current year taxes collected by January 1st; with a target minimum of 98% overall collection rate.

| PERFORMANCE MEASURES                    | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|-----------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| # Of Property Tax Transactions Received | 375,463           | 378,955           | 351,261           | 390,034           | 431,538           | 445,538             |
| Ad Valorem Collections                  | \$1,550,140,057   | \$1,977,995,284   | \$2,157,754,923   | \$ 2,382,515,715  | \$ 2,648,844,527  | \$2,915,173,339     |

## ADMINISTRATION

It is the responsibility of the Administration Department to ensure efficient over all performance of the Tax Office. The administration department is responsible for recruitment, testing and examination of applicants/employees. Also, for the maintenance and safekeeping of all employee records; maintenance of the time worked, vacation and PTO/CTO for each employee; provides support to each department in personnel matters.

**DEPARTMENT IMPROVEMENTS**

The Tax Office received funding for software maintenance. Included are software maintenance for Truth-In-Taxation, Neopost Machine and 7 mixed bill counters. Cost of this department improvement to Collin County is \$9,800 in recurring expenditures.

The Tax Office received funding for a replacement Opex Scanning Machine with software upgrade. This is used to sort all mail received for Property Tax Motor Vehicle sections of the Tax Office. Cost of this department improvement to Collin County is \$89,950 in one-time expenditures.

The Tax Office received funding for eight additional mixed bill counters with printers. The addition of these machines will increase the efficiency of counting and confirming money received and with alerting the Tax Office of counterfeit bills. Cost of this department improvement to Collin County is \$31,870 in one-time expenditures.

The Tax Office received funding for an additional scanner. The Accounting Department scans all of the Property Tax and Motor Vehicle documents into Laserfiche daily. Cost of this department improvement to Collin County is \$880 in one-time expenditures.

## FY 2018 Adopted Budget Summary

## Telecommunications

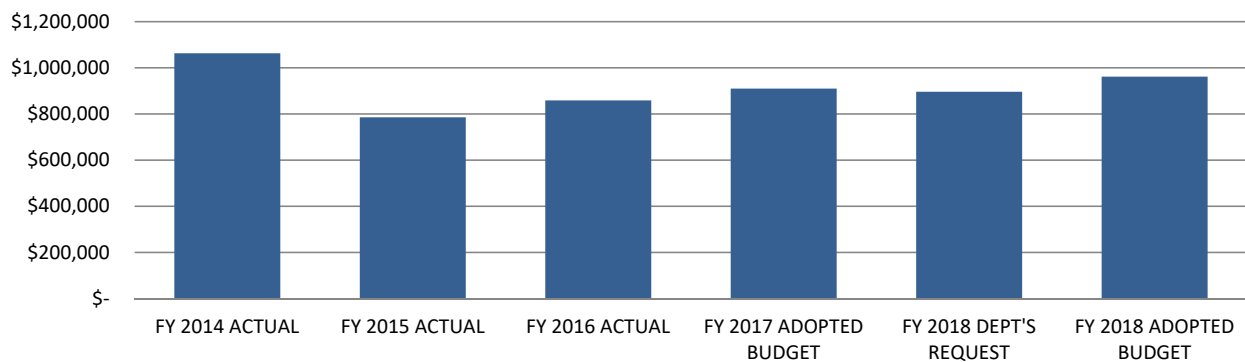
### EXPENDITURES

|                   | FY 2014<br>ACTUAL   | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|---------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 711,412          | \$ 755,704        | \$ 809,738        | \$ 836,595                   | \$ 839,648        | \$ 834,992                   | \$ 901,604                   |
| <b>TRAINING</b>   | \$ 21,146           | \$ 29,717         | \$ 24,230         | \$ 53,000                    | \$ 12,585         | \$ 53,000                    | \$ 53,000                    |
| <b>OPERATIONS</b> | \$ 21               | \$ 167            | \$ 2,356          | \$ 20,490                    | \$ 13,113         | \$ 8,340                     | \$ 7,290                     |
| <b>CAPITAL</b>    | \$ 330,555          | \$ -              | \$ 22,478         | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | <b>\$ 1,063,133</b> | <b>\$ 785,588</b> | <b>\$ 858,802</b> | <b>\$ 910,085</b>            | <b>\$ 865,346</b> | <b>\$ 896,332</b>            | <b>\$ 961,894</b>            |

### PERSONNEL

|                                 | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|---------------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b>      |                    |                    |                    |                   |                              |                    |
| Communications Specialist       | 1                  | 1                  | 0                  | 0                 |                              | 0                  |
| Help Desk Support Specialist    | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Infrastructure Supervisor       | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| IT Senior Manager               | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| IT Analyst                      | 1                  | 1                  | 0                  | 0                 |                              | 0                  |
| IP Telephone Administrator      | 1                  | 1                  | 1                  | 0                 |                              | 0                  |
| Network Administrator           | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Network Engineer                | 0                  | 0                  | 1                  | 1                 |                              | 1                  |
| Network Security Analyst        | 1                  | 1                  | 0                  | 0                 |                              | 0                  |
| Network Support Specialist      | 0                  | 0                  | 1                  | 1                 |                              | 1                  |
| Project Manager                 | 0                  | 0                  | 1                  | 1                 |                              | 1                  |
| Unified Communications<br>Admin | 0                  | 0                  | 0                  | 1                 |                              | 1                  |
| <b>TOTAL</b>                    | <b>8</b>           | <b>8</b>           | <b>8</b>           | <b>8</b>          | <b>0</b>                     | <b>8</b>           |

### Budget Comparison



## PURPOSE

Telecom goals, objectives, and measures are included in Information Technology.

## MAJOR PROGRAMS

### **INFRASTRUCTURE MANAGEMENT**

Includes installation, configuration, testing and maintenance for new and existing systems for the County Network, Voice/Data, Audio/Visual, Servers, Email and Storage Environment.

### **FY 2018 Goals & Objectives**

- To deliver required and cost effective solutions for the replacement of the current legacy applications.
- To reduce the overall support and maintenance costs.
- Maintain 70-80% virtualization of county wide servers.

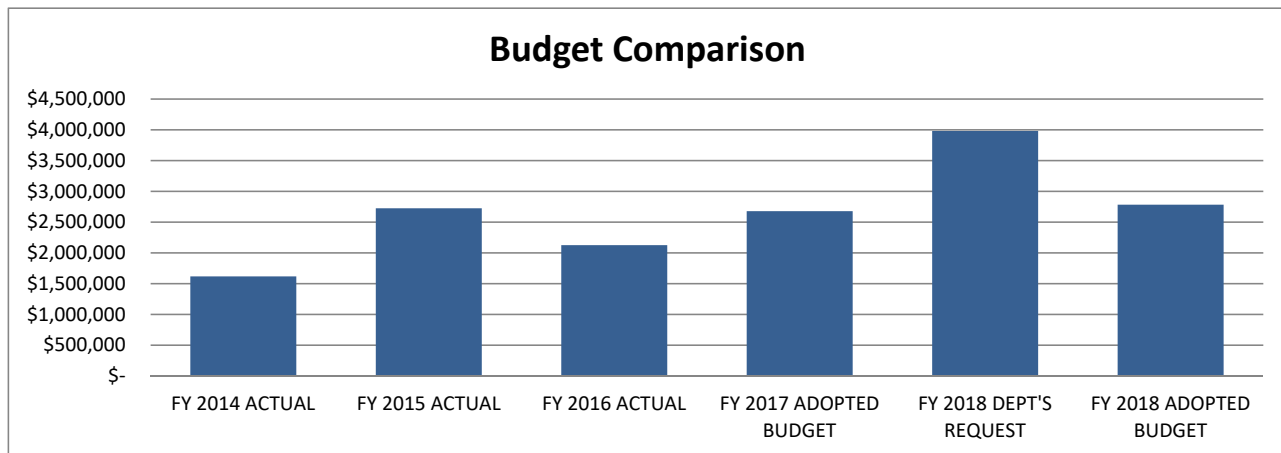
| PERFORMANCE MEASURES              | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|-----------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| <b>Capacity Management</b>        |                   |                   |                   |                   |                   |                     |
| Percentage of Servers Virtualized | 76%               | 84%               | 90%               | 84%               | 89%               | 80%                 |
| <b>Availability Management</b>    |                   |                   |                   |                   |                   |                     |
| Court Management System           | 99.90%            | 100%              | 100%              | 100%              | 100%              | 100%                |
| PeopleSoft                        | 98.90%            | 100%              | 100%              | 100%              | 100%              | 100%                |
| Email                             | 99.90%            | 100%              | 100%              | 100%              | 100%              | 100%                |
| Internet                          | 98.98%            | 100%              | 100%              | 100%              | 100%              | 100%                |
| Audio Visual                      | 98.90%            | 100%              | 100%              | 100%              | 100%              | 100%                |

## FY 2018 Adopted Budget Summary

## Telecommunications - Shared

### EXPENDITURES

|                   | FY 2014<br>ACTUAL   | FY 2015<br>ACTUAL   | FY 2016<br>ACTUAL   | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL   | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|---------------------|---------------------|---------------------|------------------------------|---------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ -                | \$ -                | \$ -                | \$ -                         | \$ -                | \$ -                         | \$ -                         |
| <b>TRAINING</b>   | \$ -                | \$ -                | \$ -                | \$ -                         | \$ -                | \$ -                         | \$ -                         |
| <b>OPERATIONS</b> | \$ 843,135          | \$ 599,505          | \$ 583,507          | \$ 1,386,163                 | \$ 618,956          | \$ 2,208,469                 | \$ 1,954,542                 |
| <b>CAPITAL</b>    | \$ 775,485          | \$ 2,126,202        | \$ 1,542,968        | \$ 1,292,785                 | \$ 1,572,072        | \$ 1,773,259                 | \$ 829,226                   |
| <b>TOTAL</b>      | <b>\$ 1,618,620</b> | <b>\$ 2,725,706</b> | <b>\$ 2,126,474</b> | <b>\$ 2,678,948</b>          | <b>\$ 2,191,028</b> | <b>\$ 3,981,728</b>          | <b>\$ 2,783,768</b>          |



**DEPARTMENT IMPROVEMENTS**

Various departments throughout Collin County received funding for cell phones and cellular service funded out of Telecommunications - Shared. The cost for cellular service for various departments throughout the County is \$2,640 in recurring expenditures.

Various departments throughout Collin County received funding for Mifi devices funded out of Telecommunications - Shared. There is no cost for the Mifi devices received by departments. The cost for service for various departments throughout the County is \$960 in recurring expenditures.

Telecommunications - Shared received funding for end-of-life switch/router replacements. This department request will be utilized to purchase hardware and software that is new and has an extended support lifecycle that will keep Collin County in compliance into the future. The cost of this department improvement to Collin County is \$674,226 in one-time expenditures.

Telecommunications - Shared received additional funding for phase III of the County-wide desk phone replacement. The cost of this department improvement to Collin County is \$674,619 in one-time expenditures.

Telecommunications - Shared received an internet circuit upgrade. The increased circuit is needed to meet the demands for internet access across the County network. The cost of this department improvement to Collin County is \$84,649 in recurring expenditures.

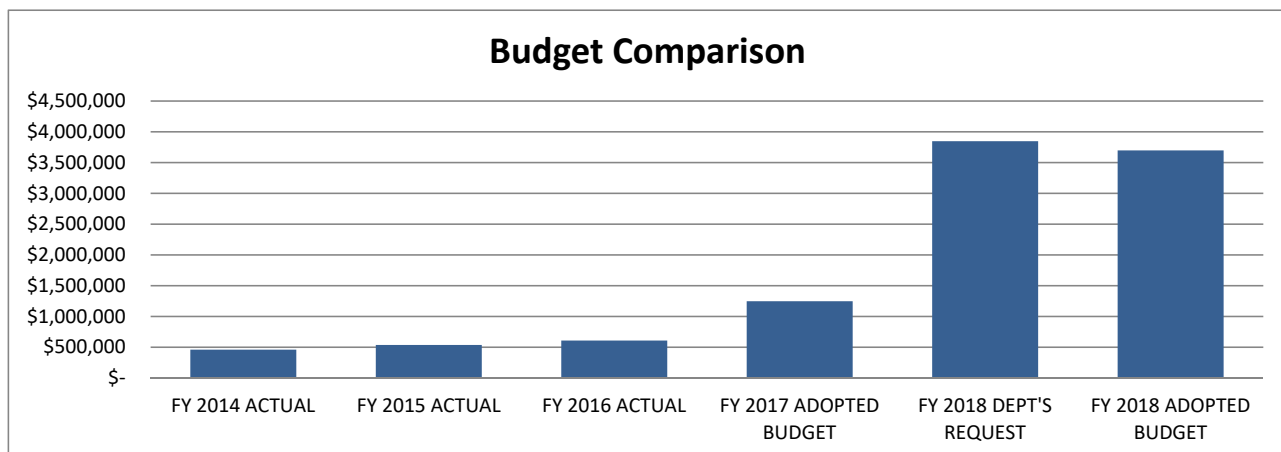
Telecommunications - Shared received a new FireEye appliance. The new FireEye appliance will have increased capacity to better handle the increased internet usage. The current FireEye appliance will move over to the Fusion Center to provide an extra layer of security on their network. The cost of this department improvement to Collin County is \$155,000 in one-time expenditures.

# FY 2018 Adopted Budget Summary

## Transfers

### EXPENDITURES

|                              | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL   | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|------------------------------|-------------------|-------------------|-------------------|------------------------------|---------------------|------------------------------|------------------------------|
| Courthouse Security          | \$ 350,000        | \$ 350,000        | \$ 350,000        | \$ 700,000                   | \$ 700,000          | \$ 350,000                   | \$ 350,000                   |
| Federal Grants               | \$ -              | \$ 17,792         | \$ 36,038         | \$ -                         | \$ 38,798           | \$ -                         | \$ -                         |
| Funded Healthcare Foundation | \$ -              | \$ -              | \$ -              | \$ 500,000                   | \$ 500,000          | \$ 3,450,000                 | \$ 3,300,000                 |
| State Grants                 | \$ 62,153         | \$ 121,783        | \$ 174,778        | \$ -                         | \$ -                | \$ -                         | \$ -                         |
| Funded CPS Board             | \$ 48,862         | \$ 48,000         | \$ 48,000         | \$ 48,000                    | \$ 48,000           | \$ 48,000                    | \$ 48,000                    |
| <b>TOTAL</b>                 | <b>\$ 461,015</b> | <b>\$ 537,574</b> | <b>\$ 608,816</b> | <b>\$ 1,248,000</b>          | <b>\$ 1,286,798</b> | <b>\$ 3,848,000</b>          | <b>\$ 3,698,000</b>          |



## FY 2018 Adopted Budget Summary

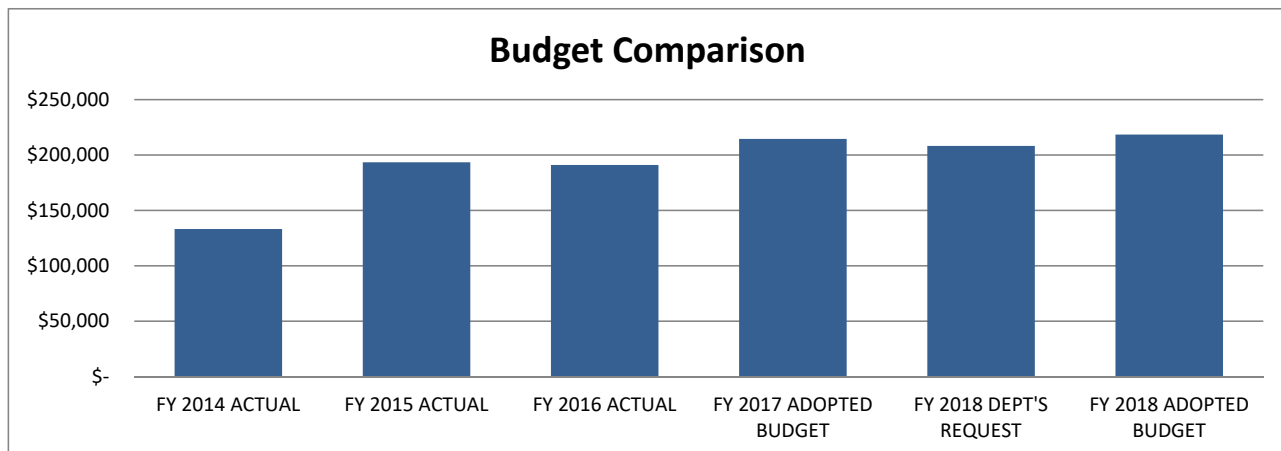
## Veteran Services

### EXPENDITURES

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 131,222        | \$ 188,767        | \$ 188,236        | \$ 198,720                   | \$ 191,910        | \$ 192,982                   | \$ 203,281                   |
| <b>TRAINING</b>   | \$ 1,025          | \$ 3,720          | \$ 2,400          | \$ 13,500                    | \$ 3,464          | \$ 13,500                    | \$ 13,500                    |
| <b>OPERATIONS</b> | \$ 956            | \$ 965            | \$ 390            | \$ 2,321                     | \$ 1,296          | \$ 1,721                     | \$ 1,721                     |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | \$ 133,203        | \$ 193,452        | \$ 191,026        | \$ 214,541                   | \$ 196,670        | \$ 208,203                   | \$ 218,502                   |

### PERSONNEL

|                               | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|-------------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b>    |                    |                    |                    |                   |                              |                    |
| Asst Veteran Services Officer | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Veteran Services Officer      | 2                  | 2                  | 2                  | 2                 |                              | 2                  |
| <b>TOTAL</b>                  | 3                  | 3                  | 3                  | 3                 | 0                            | 3                  |



**PURPOSE**

To assist and aid all veterans and dependents with obtaining benefits entitled to by the Federal Government or the State of Texas and representation before the Veterans Administration on claims, for service-connected disabilities and the appeals process.

**MAJOR PROGRAMS****CLAIMS**

Provide monetary benefits to veterans for both service and no service-connected disabilities. Provide widows with monetary benefits through DIC or Widow's pension. Provide financial assistance with Assisted Living, Nursing Home and in home care when VA determines certain criteria is met. Assist veterans/dependents with claim preparation and development. Ensure veterans/dependents receive all benefits and entitlements they may be entitled to.

**FY 2018 Goals & Objectives**

- To promptly process paperwork and submit claims within 2 business days, 70% of the time.
  - Continue to rank in the top 10% of county veterans' offices claim processing in the Waco region by the Texas Veterans Commission.
- 

**COMMUNITY OUTREACH**

To educate the community by presenting general information regarding VA benefits and entitlements. This is achieved through presentations to various groups throughout the county.

**FY 2018 Goals & Objectives**

- To educate the community by making presentations to veteran organizations and other groups pertaining to veteran benefits and entitlements.
  - To increase outreach to the community through home, hospital, and nursing home visits by 5% over prior year.
- 

**ADMINISTRATION**

This program would include the administrative duties that are involved with the processing of claims to the VA and state benefits which would include the filing of necessary paperwork and continued follow-up on correspondence concerning claims until a decision is made.

**FY 2018 Goals & Objectives**

- Employ VA work study students to increase office productivity.



# **ROAD & BRIDGE FUND**

## **DEPARTMENT PAGES**

## FY 2018 Adopted Budget Summary

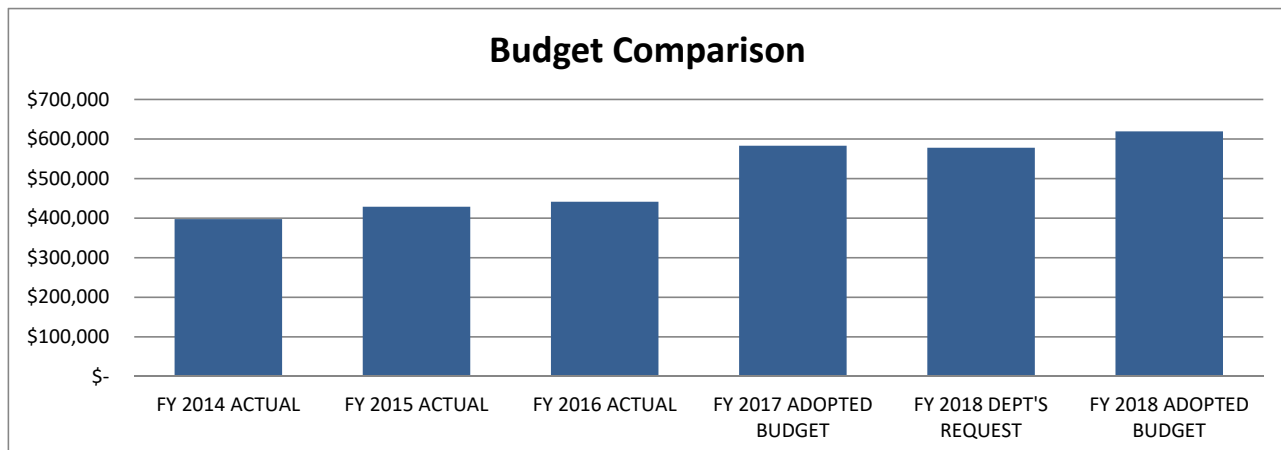
## Engineering

### EXPENDITURES

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 390,104        | \$ 422,251        | \$ 430,536        | \$ 532,863                   | \$ 461,980        | \$ 543,284                   | \$ 584,586                   |
| <b>TRAINING</b>   | \$ 4,572          | \$ 3,818          | \$ 5,371          | \$ 13,785                    | \$ 2,563          | \$ 13,785                    | \$ 13,785                    |
| <b>OPERATIONS</b> | \$ 2,884          | \$ 2,744          | \$ 5,465          | \$ 28,175                    | \$ 3,427          | \$ 20,865                    | \$ 20,865                    |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ 8,200                     | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | \$ 397,560        | \$ 428,814        | \$ 441,371        | \$ 583,023                   | \$ 467,970        | \$ 577,934                   | \$ 619,236                   |

### PERSONNEL

|                                          | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|------------------------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b>               |                    |                    |                    |                   |                              |                    |
| Assistant Director III                   | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Director Of Engineering                  | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Engineering Technician                   | 0                  | 0                  | 1                  | 1                 | -1                           | 0                  |
| Office Administrator                     | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Environmental Construction<br>Specialist | 0                  | 0                  | 0                  | 0                 | 1                            | 1                  |
| <b>TOTAL</b>                             | 3                  | 3                  | 4                  | 4                 | 0                            | 4                  |



## PURPOSE

To serve the citizens of Collin County by improving the quality of life through the planning & implementation of superior transportation systems, judicious & fair enforcement of subdivision regulations, building permits, & flood plain regulations.

## MAJOR PROGRAMS

### ADMINISTRATION

Administration of the Engineering program encompasses all major programs within engineering including transportation, bond, flood plain, subdivision and Planning Board. Administration provides the structure to bring all the department programs together.

### TRANSPORTATION PLANNING

The Engineering department focuses on transportation planning for the counties transportation needs through local and regional meetings. Included in this program is the update of the County Mobility plan which is used as the basis for transportation priorities for the County.

#### **FY 2018 Goals & Objectives**

- Director will attend a minimum of 24 transportation related meetings per year.

| PERFORMANCE MEASURES                  | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|---------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| # of Transportation Planning Meetings | 175               | 160               | 144               | 182               | 160               | 150                 |

### BOND PROGRAMS

Administration of Bond Projects during the bond program including development of Interlocal Agreements and development of new bond programs through working with the bond transportation committee.

#### **FY 2018 Goals & Objectives**

- Submit all Inter Local Agreements for city approval for Bond Program participation projects scheduled for funding in FY 2015 by August 30, 2015 and encumber funds or explain why participating cities are in non-compliance.

| PERFORMANCE MEASURES                                         | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|--------------------------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| # of Bond Programs Projects Total                            | 45                | 18                | 37                | 17                | 19                | 10                  |
| # of Inter Local Agreements in Place                         | 8                 | 8                 | 16                | 20                | 19                | 10                  |
| # of Inter Local Agreements Processed/Submitted for Approval | 8                 | 8                 | 16                | 20                | 19                | 10                  |
| % of Inter Local Agreements Processed/Submitted for Approval | 18%               | 44%               | 43%               | 100%              | 100%              | 100%                |

### FLOODPLAIN ADMINISTRATION

The Engineering Department assists citizens of Collin County with determining flood plain areas and the effects this will have on property. Assist with drainage issues in flood plain area and issue permits for Collin County. Also review FEMA documents submitted to Collin County.

#### **FY 2018 Goals & Objectives**

- Respond to requests for floodplain reviews from Collin County citizens within 30 days of receipt.

## FY 2018 Adopted Budget Summary

## Engineering

### FLOODPLAIN ADMINISTRATION CONTINUED

| PERFORMANCE MEASURES                                        | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|-------------------------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| # of Floodplain Reviews Requested                           | 130               | 50                | 65                | 63                | 50                | 50                  |
| # of Floodplain Reviews Responses                           | 130               | 50                | 65                | 63                | 50                | 50                  |
| # of Floodplain Reviews Responses w/in 30<br>day of receipt | 130               | 50                | 65                | 63                | 50                | 50                  |
| % of Floodplain Reviews Responses w/in 30<br>day of receipt | 100%              | 100%              | 100%              | 100%              | 100%              | 100%                |

### SUBDIVISION DEVELOPMENT & REGULATIONS

Ensures that subdivisions developed in the unincorporated area of Collin County (Outside City's ETJs) are built to county specifications and that roads are inspected during the construction process. Also assists with name and street compatibility.

#### FY 2018 Goals & Objectives

- Submit 100% of subdivision plats for Commissioners Court approval within 30 days following final acceptance of application.

| PERFORMANCE MEASURES                                                                       | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|--------------------------------------------------------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| # of Subdivisions or Plats                                                                 | 3                 | 11                | 65                | 25                | 25                | 30                  |
| # of Subdivision Plats Submitted                                                           | 3                 | 11                | 65                | 25                | 25                | 30                  |
| # of Subdivision Plats Submitted w/in 30 days<br>following final acceptance of application | 3                 | 11                | 65                | 25                | 25                | 30                  |
| % of Subdivision Plats Submitted w/in 30 days<br>following final acceptance of application | 100%              | 100%              | 100%              | 100%              | 100%              | 100%                |

### COLLIN COUNTY PLANNING BOARD

The Collin County Planning Board is a voluntary group appointed by Commissioners Court. The group may make recommendations to Court in many areas; however, they concentrate on the County's transportation needs and development of the County Thorough Fare Plan.

#### FY 2018 Goals & Objectives

- Schedule a minimum of 4 Planning Board Meetings for the fiscal year and provide minutes and attendance records to be included in Commissioners Court Agenda Packet by required date.

| PERFORMANCE MEASURES                   | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|----------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| # of Planning Board Meetings Scheduled | 10                | 9                 | 9                 | 12                | 12                | 12                  |
| # of Planning Board Meetings Held      | 10                | 7                 | 6                 | 7                 | 5                 | 10                  |

### PERSONNEL CHANGES

The Engineering department received a reclassification of a position. The Engineering Technician was reclassified to an Environmental Construction Specialist to expand their job duties to include inspections, reduce the reliance on Development Services and Public Works for needed inspections and reduce the workload burden on the Assistant Director of Engineering. The cost of this personnel change to the Road and Bridge Fund is \$10,401 in recurring expenditures.

# **FY 2018 Adopted Budget Summary**

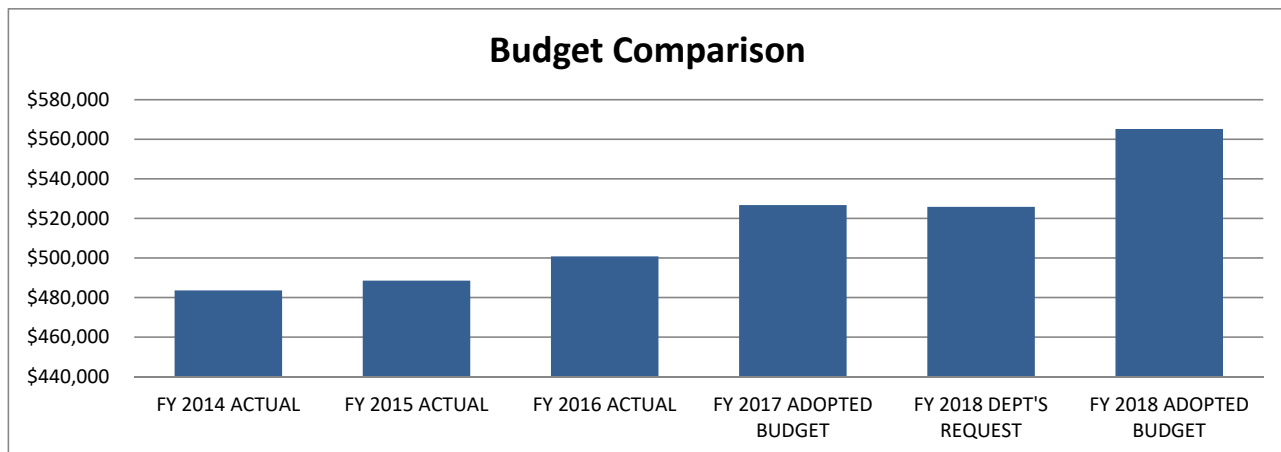
# **Public Services**

## **EXPENDITURES**

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 455,068        | \$ 478,579        | \$ 497,753        | \$ 512,657                   | \$ 509,370        | \$ 511,757                   | \$ 551,116                   |
| <b>TRAINING</b>   | \$ 6,797          | \$ 2,244          | \$ 2,111          | \$ 10,493                    | \$ 5,947          | \$ 10,493                    | \$ 10,493                    |
| <b>OPERATIONS</b> | \$ 10,409         | \$ 378            | \$ 944            | \$ 3,590                     | \$ 1,118          | \$ 3,590                     | \$ 3,590                     |
| <b>CAPITAL</b>    | \$ 11,318         | \$ 7,348          | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | \$ 483,592        | \$ 488,549        | \$ 500,808        | \$ 526,740                   | \$ 516,435        | \$ 525,840                   | \$ 565,199                   |

## **PERSONNEL**

|                             | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|-----------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b>  |                    |                    |                    |                   |                              |                    |
| Director Of Public Works    | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Inspector                   | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Office Coordinator          | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Public Works Representative | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Right Of Way Coordinator    | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| <b>TOTAL</b>                | 5                  | 5                  | 5                  | 5                 | 0                            | 5                  |



**PURPOSE**

Public Services and Operations administers the assessment process for Road & Bridge maintenance, projects, equipment and fleet services to achieve a balance between diverse priorities and allocation of finite resources.

**MAJOR PROGRAMS****ADMINISTRATION**

Handle incoming and outgoing calls, customer inquiries, mail outs, court filings, payroll, personnel inquiries, input of daily data entry, requisition processing, work order processing, purchase order tracking, schedule conference and education, budget preparation, research equipment and material, coordination of programs, generation of correspondence, inventory control, county wide notifications, employee relations, implementation and training of new programs, and collaboration with county and city departments. Supervise and direct personnel. ROW acquisition, utility permit, inspections, utility relocates, culvert, culvert sizing and road staking.

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**ENVIRONMENTAL**

To keep Collin County Roadways clear of trash and debris by collaborating with civic organizations, church groups, and volunteers. Build a positive relationship between citizens and Collin County departments.

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**INFORMATION TECHNOLOGY**

Develop public works web page and daily upkeep of information. Train Public Works on computer software programs and ITS Tracking system. Backup of computer system data and support for computer system failure or errors.

# FY 2018 Adopted Budget Summary

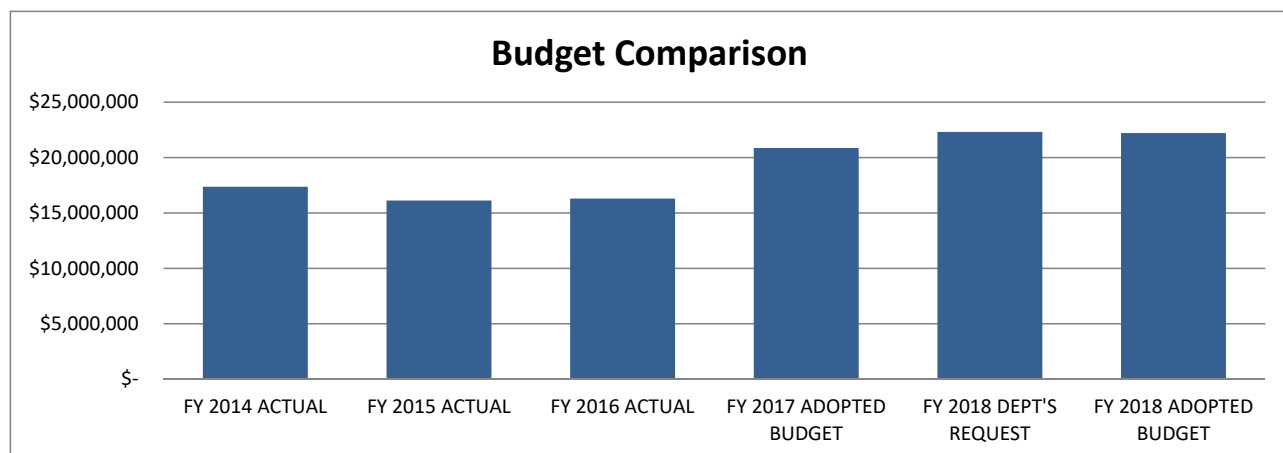
# Road & Bridge

## EXPENDITURES

|                   | FY 2014<br>ACTUAL    | FY 2015<br>ACTUAL    | FY 2016<br>ACTUAL    | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL    | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|----------------------|----------------------|----------------------|------------------------------|----------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 5,003,708         | \$ 5,154,012         | \$ 5,257,068         | \$ 5,744,721                 | \$ 5,427,922         | \$ 5,710,793                 | \$ 6,073,157                 |
| <b>TRAINING</b>   | \$ 11,042            | \$ 10,000            | \$ 8,813             | \$ 14,616                    | \$ 11,747            | \$ 14,616                    | \$ 14,616                    |
| <b>OPERATIONS</b> | \$ 9,161,566         | \$ 10,012,641        | \$ 9,380,131         | \$ 13,249,391                | \$ 5,491,064         | \$ 13,617,091                | \$ 13,298,175                |
| <b>CAPITAL</b>    | \$ 3,194,889         | \$ 951,382           | \$ 1,660,868         | \$ 1,861,389                 | \$ 2,750,458         | \$ 2,975,471                 | \$ 2,834,393                 |
| <b>TOTAL</b>      | <b>\$ 17,371,205</b> | <b>\$ 16,128,035</b> | <b>\$ 16,306,879</b> | <b>\$ 20,870,117</b>         | <b>\$ 13,681,191</b> | <b>\$ 22,317,971</b>         | <b>\$ 22,220,341</b>         |

## PERSONNEL

|                                       | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|---------------------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b>            |                    |                    |                    |                   |                              |                    |
| Administrative Secretary              | 2                  | 2                  | 2                  | 2                 |                              | 2                  |
| Assistant Director                    | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Environmental Construction Specialist | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Equipment Operator                    | 43                 | 43                 | 42                 | 42                |                              | 42                 |
| Foreman                               | 4                  | 4                  | 4                  | 4                 |                              | 4                  |
| Fuel Transport Agent                  | 0                  | 0                  | 1                  | 1                 |                              | 1                  |
| Inspector                             | 0                  | 0                  | 1                  | 1                 |                              | 1                  |
| Lead Operator                         | 9                  | 9                  | 9                  | 9                 |                              | 9                  |
| Maintenance Specialist                | 4                  | 4                  | 4                  | 4                 |                              | 4                  |
| Superintendent                        | 2                  | 2                  | 2                  | 2                 |                              | 2                  |
| Traffic Maint Technician              | 4                  | 4                  | 4                  | 4                 |                              | 4                  |
| Truck Driver                          | 20                 | 20                 | 19                 | 19                |                              | 19                 |
| <b>TOTAL</b>                          | <b>90</b>          | <b>90</b>          | <b>90</b>          | <b>90</b>         | <b>0</b>                     | <b>90</b>          |



**PURPOSE**

Road & Bridge is responsible for the construction, maintenance, health-letter oiling, acquisition and mowing of right-of-way easements, regulatory sign maintenance, soil conservation structures and maintenance of drainage ditches for all roads and bridges in the unincorporated areas of Collin County with the exception of Farm to Market roads and State Highways.

**MAJOR PROGRAMS****ROAD CONSTRUCTION**

Ten year asphalt program which is to construct fifty miles of asphalt roads per year. Inclusive of determining and obtaining right-of-way, utility relocations, storm water assessment and other areas that pertain to road construction.

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**ROAD MAINTENANCE**

Maintain approximately 780 miles of county roads, 107 bridges, 17,000 traffic signs, 42 lakes, approximately 5,000 culverts and drainage structures, road ditches, mowing, vegetation management, dust control of all weather road surfaces.

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**TRASH PROGRAMS**

Trash removal from road sites, dump sites, illegal dump sites, maintaining 5 recycling centers, monthly trash citizen collection days, assistance to Sheriff's Office for illegal dump sites, CSCD assistance. Holding 19 events per year, facilitating Adopt A Road program, assisting nuisance abatement officer through the Fire Marshal's department.

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**CITY WORK**

Interlocal agreements with 22 cities to include but not limited to road construction and maintenance tasks. This includes road oiling, construction, upgrading/asphalt, rocking, patching, drainage work, reconstruction, mowing, brush cutting, signage, estimates, billing, grading, dust control and striping.

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**SAFETY / TRAINING / INSPECTIONS**

Funds training, safety classes and seminars for quality control of construction and maintenance of county roads. Also includes funding for quality control, inspections of sub divisions, utility construction, driveway permitting, utility relocates, Soil Conservation Service lakes, storm water program, road and drainage structure materials (aggregates, flex base, HMAC, concrete, culverts, RAP, etc.), contractors and construction standard practices.

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**DEPARTMENT IMPROVEMENTS**

The Road and Bridge department received an increase to refresh fleet vehicles and equipment. The cost of this department improvement to the Road and Bridge Fund is \$2,164,480 in one-time expenditures.

The Road and Bridge department received funding for eight Traffic Analyzers. Due to the growth of the County, an increased number of traffic analyzers is needed to effectively study the traffic patterns. The cost of this department improvement to the Road and Bridge Fund is \$14,320 in one-time expenditures.

The Road and Bridge department received funding for updated sign software. The current software is out of date and missing current sign templates causing more signs to be manually designed. The updated software will save time and ensure all signs are meeting the current standards. The cost of this department improvement to the Road and Bridge Fund is \$1,073 in one-time expenditures.

**DEPARTMENT IMPROVEMENTS CONTINUED**

The Road and Bridge department received funding for software maintenance. The maintenance cost for the Trimble Software adopted in FY 2017 has come in higher than the original estimate making it necessary to increase the budget for maintenance. The cost of this department improvement to the Road and Bridge Fund is \$205 in recurring expenditures.

The Road and Bridge department received funding for a sim card and data plan. The Trimble TSC-3 receiver is currently connecting to the internet through a mifi device meaning someone is without a mifi in order for someone else to use the receiver. With the purchase of a sim card and data plan the receiver will always have internet and not require sharing a mifi. The cost of this department improvement to Collin County is \$480 in recurring expenditures and paid out of Telecommunications - Shared.

The Road and Bridge department received funding for two electronic sign boards. The County has several road construction projects and road closures all happening at the same time and lack the amount of sign boards necessary to notify residents of the work and help with traffic control. The cost of this department improvement to the Road and Bridge Fund is \$37,800 in one-time expenditures.

The Road and Bridge department received funding for two new mini track loaders. The two loaders will be used for cutout repairs and drainage issues. The cost of this department improvement to the Road and Bridge Fund is \$6,600 in recurring and \$359,967 in one-time expenditures.

The Road and Bridge department received funding for a road widener. The current process for repairing road shoulders is time consuming and reduces the amount of potholes or other work accomplished daily and weekly. The new road widener will reduce the time it takes to repair shoulders allowing more time for other road repairs. The cost of this department improvement to the Road and Bridge Fund is \$1,500 in recurring and \$53,602 in one-time expenditures.

The Road and Bridge department received funding for a new CSCD trailer. The current trailer is not sufficient weight to be fully loaded requiring multiple trips and has bent axles and is in need of replacement. The cost of this department improvement to the Road and Bridge Fund is \$500 in recurring and \$7,757 in one-time expenditures.

The Road and Bridge department received funding for an asphalt zipper. This asphalt zipper will allow crews to perform repairs that are beyond the capabilities of the County's skid steer mounted grinder. The cost of this department improvement to the Road and Bridge Fund is \$7,500 in recurring and \$186,700 in one-time expenditures.

The Road and Bridge department received funding for three cutoff saws. The cutoff saws will be used by patch truck crews as well as the crews that do larger cutout repairs. The cost of this department improvement to the Road and Bridge Fund is \$9,765 in one-time expenditures.

The Road and Bridge department received funding for six gas powered blowers. The blowers will be used to blow debris out of excavated areas providing the best scenerio for a long lasting repair. The cost of this department improvement to the Road and Bridge Fund is \$1,806 in one-time expenditures.

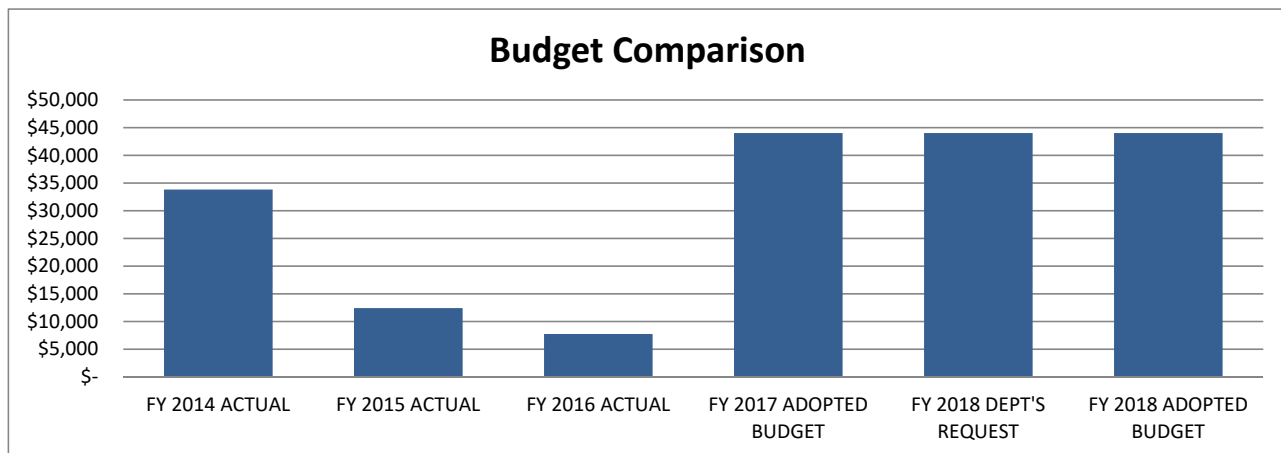
The Road and Bridge department received funding for three new trailers. Two trailers will be used to haul current skid steers freeing up bigger trailers for hauling much larger equipment. The other new trailer will be utilized to transport the Gator UTV. The cost of this department improvement to the Road and Bridge Fund is \$1,500 in recurring and \$39,487 in one-time expenditures.

## FY 2018 Adopted Budget Summary

## Soil Conservation

### EXPENDITURES

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TRAINING</b>   | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>OPERATIONS</b> | \$ 33,833         | \$ 12,427         | \$ 7,746          | \$ 44,035                    | \$ 24,773         | \$ 44,035                    | \$ 44,035                    |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | \$ 33,833         | \$ 12,427         | \$ 7,746          | \$ 44,035                    | \$ 12,427         | \$ 44,035                    | \$ 44,035                    |



## FY 2018 Adopted Budget Summary

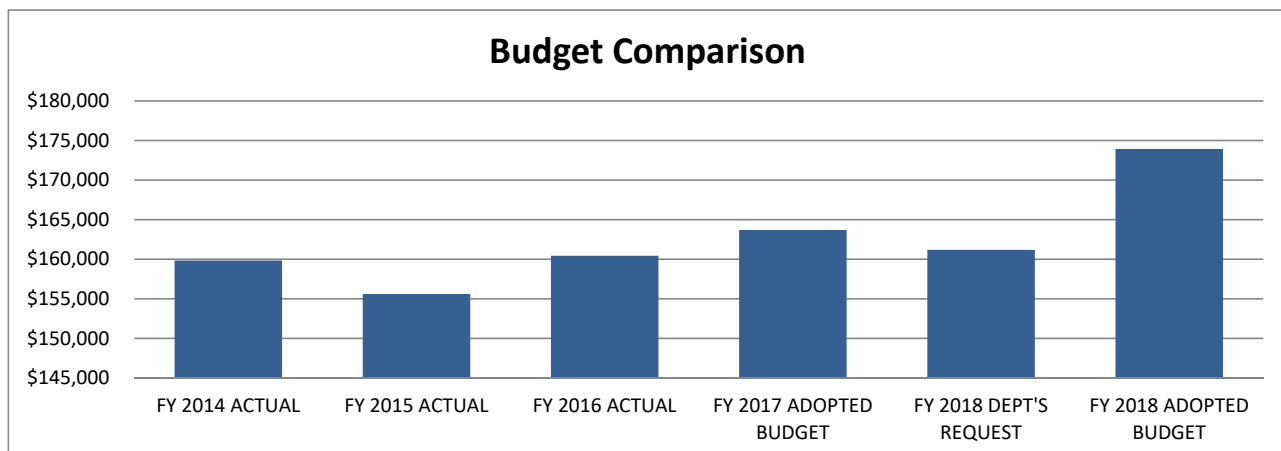
## Special Projects

### EXPENDITURES

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 159,630        | \$ 155,288        | \$ 160,260        | \$ 161,679                   | \$ 164,382        | \$ 159,155                   | \$ 171,907                   |
| <b>TRAINING</b>   | \$ -              | \$ 20             | \$ -              | \$ 1,425                     | \$ -              | \$ 1,425                     | \$ 1,425                     |
| <b>OPERATIONS</b> | \$ 209            | \$ 298            | \$ 179            | \$ 600                       | \$ 247            | \$ 600                       | \$ 600                       |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | \$ 159,839        | \$ 155,606        | \$ 160,439        | \$ 163,704                   | \$ 164,629        | \$ 161,180                   | \$ 173,932                   |

### PERSONNEL

|                            | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|----------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b> |                    |                    |                    |                   |                              |                    |
| Parks And Projects Mgr.    | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| <b>TOTAL</b>               | 1                  | 1                  | 1                  | 1                 | 0                            | 1                  |



## PURPOSE

To oversee the completion of Road & Bridge Bond Projects approved by the citizens of Collin County and special tasks identified by Commissioner's Courts. Further providing assistance to the Parks Foundation Advisory Board to include the Parks/Open Space Project Funding Assistance Program.

## MAJOR PROGRAMS

### ADMINISTRATION

Administration duties performed by Parks and Projects Manager include, but are not limited to, supervising department employees, oversight of Myers Park, input and maintenance of goals and employee evaluations (Pay For Performance), approving department requisitions, preparation of administrative correspondences such as agenda items for presentation to Commissioners Court, handling general questions from citizens regarding County Road and Bridge Bond Projects, composing general written correspondences, act as liaison between County and appraisers, TXDOT, mortgage and utility companies etc. Administration duties performed are performed by the Engineering Departments Office Coordinator and include, but are not limited to, answering phones, ordering office/computer supplies, process of department payroll, annual budget preparations, and department's inter-company and US mail distribution etc.

### ROAD & BRIDGE BOND PROJECTS

Parks and Projects Manager - Negotiate engineering services contract, provide direction for/review of engineering design plans/specifications for county road/bridge projects, involved in all aspects of design, ROW acquisition/construction of projects, meet with engineering firms / appraisers / landowners / attorneys / utility companies / contractors as needed throughout the design/ROW acquisition/construction phases, attend condemnation hearings/meetings for each project, review/recommend change orders, and approve pay requests submitted by all vendors. Coordinating/completing ROW acquisition, coordinating with County's legal representation to obtain ROW (condemnation), coordinating with contractors for property survey's/appraisals/utility relocation/construction. Compose letters/prepare ROW documents/Right of Entry Agreements/Release of Lien/Check Requests. Coordinate legal filing of documents. Maintain the ROW property owner/project construction files. Engineering Department's Office Coordinator - Prepare E-agenda items for Court consideration (advertise/award for construction/etc.), entry of all requisitions, maintain project expenditures, submit contractors invoices for payment, file/maintain purchase orders/payments for projects.

### FY 2018 Goals & Objectives

- Completion of road bond projects on time, within budget 70% of the time.
- Completion of bridge bond projects on time, within budget 70% of the time.
- To acquire right-of-way acquisitions for road bond projects or seek authorization from Commissioners Court to initiate condemnation proceedings within 9 months of received appraisals.
- To acquire right-of-way acquisitions for bridge bond projects or seek authorization from Commissioners Court to initiate condemnation proceedings within 9 months of received appraisals.

| PERFORMANCE MEASURES                                          | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|---------------------------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| # of Road Projects                                            | 5                 | 4                 | 3                 | 7                 | 5                 | 4                   |
| # of Projects in Design Phase                                 | 1                 | 2                 | 3                 | 6                 | 5                 | 4                   |
| # of Projects in Design Phase Completed                       | 4                 | 2                 | 1                 | 2                 | 1                 | 3                   |
| # of Project Utilities Relocated                              | 3                 | 2                 | -                 | -                 | -                 | 1                   |
| # of Projects Under Construction                              | 3                 | -                 | -                 | -                 | -                 | 1                   |
| # of Projects Under Construction Completed                    | 3                 | 1                 | -                 | -                 | -                 | -                   |
| # of Road Construction Completed on<br>Schedule & w/in Budget | 3                 | 1                 | -                 | -                 | -                 | -                   |

## FY 2018 Adopted Budget Summary

## Special Projects

### ROAD & BRIDGE BOND PROJECTS CONTINUED

| PERFORMANCE MEASURES                                                  | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|-----------------------------------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| % of Road Construction Completed on Schedule & w/in Budget            | 100%              | 100%              | -                 | -                 | -                 | 70%                 |
| # of Bridge Projects                                                  | 6                 | 5                 | 6                 | 4                 | 2                 | -                   |
| # of Bridge Projects in Design Phase                                  | 4                 | 2                 | 5                 | 4                 | -                 | -                   |
| # of Bridge Projects in Design Phase Completed                        | 2                 | 3                 | 1                 | 4                 | 2                 | -                   |
| # of Bridge Project Utilities Relocated                               | 4                 | 3                 | 2                 | 2                 | 2                 | -                   |
| # of Bridge Projects Under Construction                               | 2                 | 3                 | 2                 | 2                 | 2                 | -                   |
| # of Bridge Construction Completed on Schedule & w/in Budget          | 2                 | 2                 | 2                 | -                 | 2                 | -                   |
| % of Bridge Construction Completed on Schedule & w/in Budget          | 100%              | 100%              | 100%              | 100%              | 100%              | 70%                 |
| # of Road Projects in ROW Acquisition Phase                           | 1                 | 1                 | -                 | 3                 | 3                 | 3                   |
| # of Road Projects ROW Acquired                                       | -                 | -                 | -                 | -                 | 1                 | 3                   |
| # of Road Projects ROW Acquired w/in 9 months of received appraisal   | -                 | -                 | -                 | -                 | 1                 | 2                   |
| % of Road Projects ROW Acquired w/in 9 months of received appraisal   | -                 | -                 | -                 | -                 | 33%               | 66%                 |
| # of Bridge Projects in ROW Acquisition Phase                         | 3                 | -                 | 1                 | 2                 | -                 | -                   |
| # of Bridge Projects ROW Acquired                                     | 3                 | -                 | 1                 | 2                 | -                 | -                   |
| # of Bridge Projects ROW Acquired w/in 9 months of received appraisal | 3                 | -                 | 1                 | 2                 | -                 | -                   |
| % of Bridge Projects ROW Acquired w/in 9 months of received appraisal | 100%              | -                 | 100%              | 100%              | -                 | -                   |

### OPEN SPACE PROJECT FUNDING (BOND FUNDS)

Parks & Projects Mgr. - Primary staff liaison to the Parks Foundation Advisory Board & entities funded, attend monthly board meetings, answer questions regarding the Project Funding Assistance Program, seek legal opinions when necessary, review submitted funding applications, discuss funding recommendations with Board, review ILA's for projects awarded funding, review quarterly progress reports, and review, approve reimbursement requests. Engineering Department's Office Coordinator - Staff liaison to the Parks Foundation Advisory Board, attend monthly meetings, take notes, compile agenda, minutes, timely file, post meeting agenda with County Clerk & website, keep attendance records, maintain the board roster with accurate phone numbers, addresses, prepare, maintain Open Space Budget, compose letters, emails, maintain project files & track the projects funded via the Project Funding Assistance Program, maintain the Parks, Open Space County website, enter requisitions, forward reimbursement requests for payment, prepare, distribute the application packet, prepare Interlocal Agreements, review submitted funding applications, quarterly progress reports, compose, submit E-agenda items for Parks, Open Space Court consideration, & answer inquiries, questions regarding the Project Funding Assistance Program.

### FY 2018 Goals & Objectives

- Administration of the 2007 Open Space Bond program in accordance with guidelines established by the Parks Foundation Advisory Board and Commissioners Court by reviewing quarterly status reports for projects awarded.

## FY 2018 Adopted Budget Summary

## Special Projects

### OPEN SPACE PROJECT FUNDING (BOND FUNDS) CONTINUED

| PERFORMANCE MEASURES                                  | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|-------------------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| # of Projects Approved                                | 149               | 160               | 175               | 188               | -                 | -                   |
| # of Projects Completed                               | 8                 | 9                 | 13                | 6                 | 6                 | -                   |
| # of Quarterly Status Reports Submitted /<br>Reviewed | 34                | 45                | 58                | 48                | 55                | -                   |
| % of Quarterly Status Reports Submitted /<br>Reviewed | 23%               | 28%               | 33%               | 26%               | 100%              | -                   |

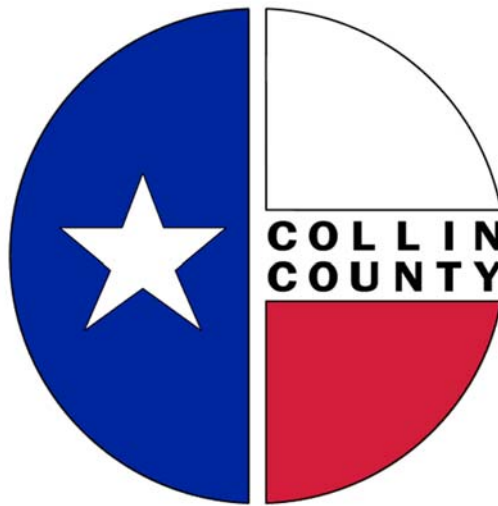
### SPECIAL PROJECTS

Parks & Projects Manager - Dependent upon the type of Special Project (i.e. old truss bridges CR475/476, Myers Park Master Plan, Myers Park parking lot, Betsy Lane and FM544 issues, Outer Loop ROW, DNT release of lien). Additional duties include, but not limited to, annual review of Agreements for caretakers and mowing contractors for Parkhill Prairie & Sister Grove Park, approve vendor payments, and staff liaison between Corp of Engineers, TxDOT, attorneys and contractors. Engineering Department's Office Coordinator - Answer inquiries regarding Sister Grove Park, Parkhill Prairie, Trinity Trail and Bratonia Park, maintain the contract files for the caretakers of Parkhill Prairie and Sister Grove Park, maintain the mowing contractor files for both parks, maintain the lease agreements between County, Corp of Engineers, Radio Club (Bratonia Park) and Trinity Trail, oversee the general maintenance of the County owned Parks (facility improvements, trash pick-up), submit via E-agenda items for Commissioners Court consideration and assist with other Special Projects that arise.

### FY 2018 Goals & Objectives

- To complete special projects as assigned on schedule 90% of the time.

| PERFORMANCE MEASURES                | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|-------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| # of Projects Total                 | 11                | 10                | 6                 | 8                 | 6                 | 6                   |
| # of Projects Completed             | 10                | 10                | 6                 | 8                 | 6                 | 6                   |
| # of Projects Completed on Schedule | 10                | 10                | 6                 | 8                 | 6                 | 5                   |
| % of Projects Completed on Schedule | 91%               | 100%              | 100%              | 100%              | 100%              | 90%                 |



# **PERMANENT IMPROVEMENT FUND**

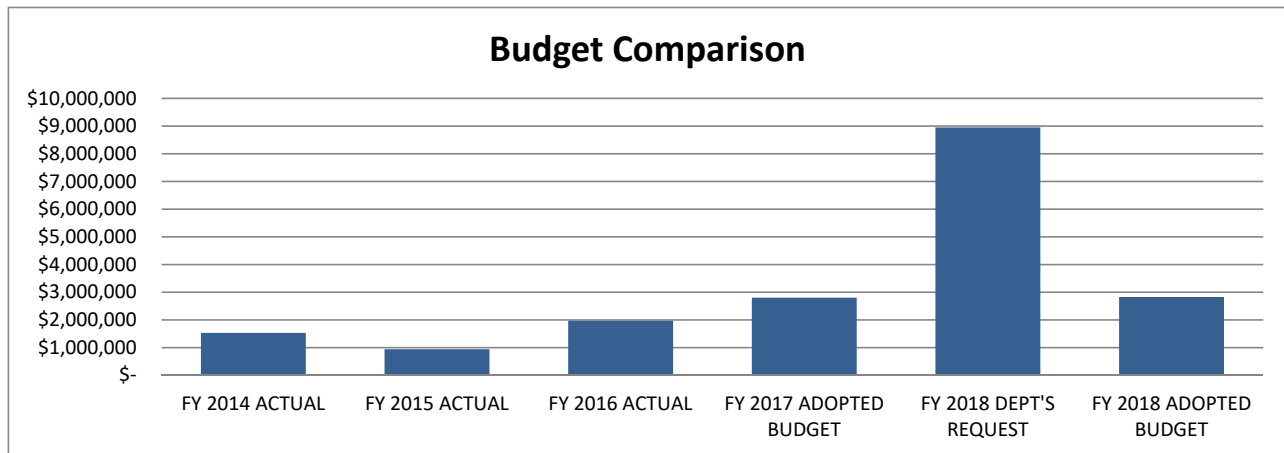
## **DEPARTMENT PAGES**

# FY 2018 Adopted Budget Summary

# Permanent Improvement

## EXPENDITURES

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TRAINING</b>   | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>OPERATIONS</b> | \$ 849,908        | \$ 327,190        | \$ 545,618        | \$ 111,500                   | \$ 248,084        | \$ 25,530                    | \$ 87,815                    |
| <b>CAPITAL</b>    | \$ 681,801        | \$ 614,901        | \$ 1,426,452      | \$ 2,693,000                 | \$ 2,116,124      | \$ 8,925,990                 | \$ 2,741,376                 |
| <b>TOTAL</b>      | \$ 1,531,710      | \$ 942,091        | \$ 1,972,070      | \$ 2,804,500                 | \$ 2,364,208      | \$ 8,951,520                 | \$ 2,829,191                 |





## **OTHER FUNDS**

### DEPARTMENT PAGES

## FY 2018 Adopted Budget Summary

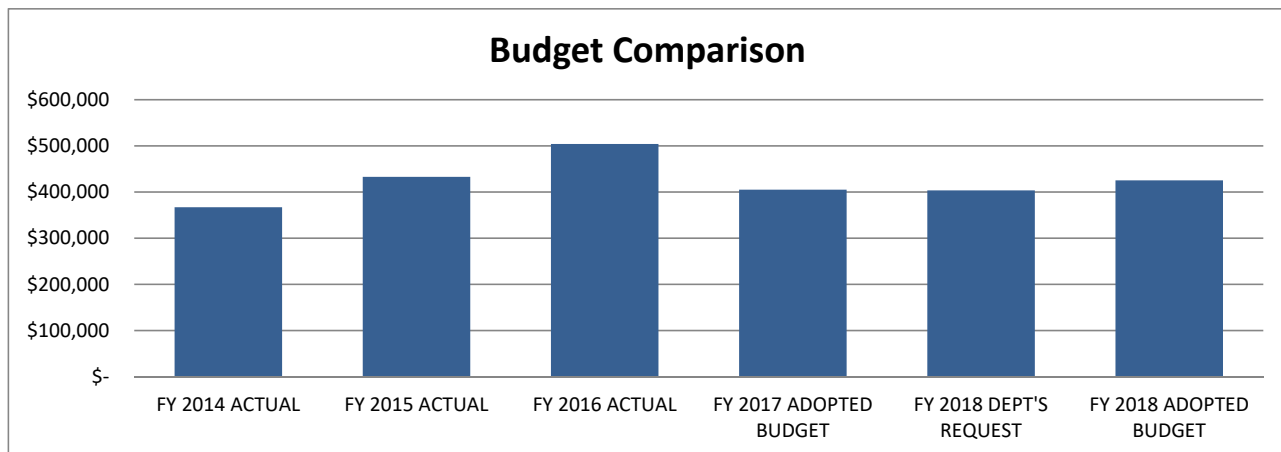
## Animal Control

### EXPENDITURES

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 320,908        | \$ 340,071        | \$ 361,908        | \$ 341,643                   | \$ 358,458        | \$ 340,173                   | \$ 361,849                   |
| <b>TRAINING</b>   | \$ 1,662          | \$ 5,135          | \$ 3,027          | \$ 8,275                     | \$ 2,075          | \$ 8,275                     | \$ 8,275                     |
| <b>OPERATIONS</b> | \$ 36,025         | \$ 35,074         | \$ 32,253         | \$ 55,156                    | \$ 28,050         | \$ 55,156                    | \$ 55,156                    |
| <b>CAPITAL</b>    | \$ 8,508          | \$ 52,584         | \$ 106,990        | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | <b>\$ 367,103</b> | <b>\$ 432,864</b> | <b>\$ 504,177</b> | <b>\$ 405,074</b>            | <b>\$ 388,583</b> | <b>\$ 403,604</b>            | <b>\$ 425,280</b>            |

### PERSONNEL

|                            | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|----------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b> |                    |                    |                    |                   |                              |                    |
| Animal Control Officer     | 4                  | 4                  | 4                  | 4                 |                              | 4                  |
| Animal Control Lead        | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| <b>PART-TIME POSITIONS</b> |                    |                    |                    |                   |                              |                    |
| Animal Control Officer     | 3                  | 3                  | 3                  | 3                 |                              | 3                  |
| <b>TOTAL</b>               | <b>8</b>           | <b>8</b>           | <b>8</b>           | <b>8</b>          | <b>0</b>                     | <b>8</b>           |



## PURPOSE

The Animal Shelter provides the highest level of humane and dignified care to all animals while in our facility by providing adequate food, water, shelter and basic physical care. Animal Control provides the greatest degree of protection to all Collin County citizens by quickly responding to calls of loose, injured, vicious, abandoned, abused and neglected animals.

## MAJOR PROGRAMS

### ADMINISTRATION

Keep animal records maintained, answer telephones, intake of animals, assist citizens. Revenue generated comes from the contract cities' fees paid for Animal Control Services. Maintain State-required records pertaining to rabies control.

### FY 2018 Goals & Objectives

- Reports included in Animal Shelter PBM.

## ANIMAL CONTROL

Provide quality protection to all Collin County citizens by quickly responding to calls of loose, injured, vicious, abandoned, abused, and neglected animals. Provide protection to all Collin County animals by humanely restraining them and transporting them to the safety of the Animal Shelter where they can be claimed by their owners. Act as the Local Rabies Control Authority and administer rabies control program for our areas of jurisdiction (required by TH&S Code Chapter 826). Revenue generated comes from the contract cities' fees paid for Animal Control Services.

### FY 2018 Goals & Objectives

- To respond to Emergency Calls within 1-hour of receiving call 80% of the time.
- To respond to Non-Emergency Calls within 24 hours of receiving call 90% of the time.
- Animal Bite & Rabies Exposure Animals quarantined within 24 hours 90% of the time.

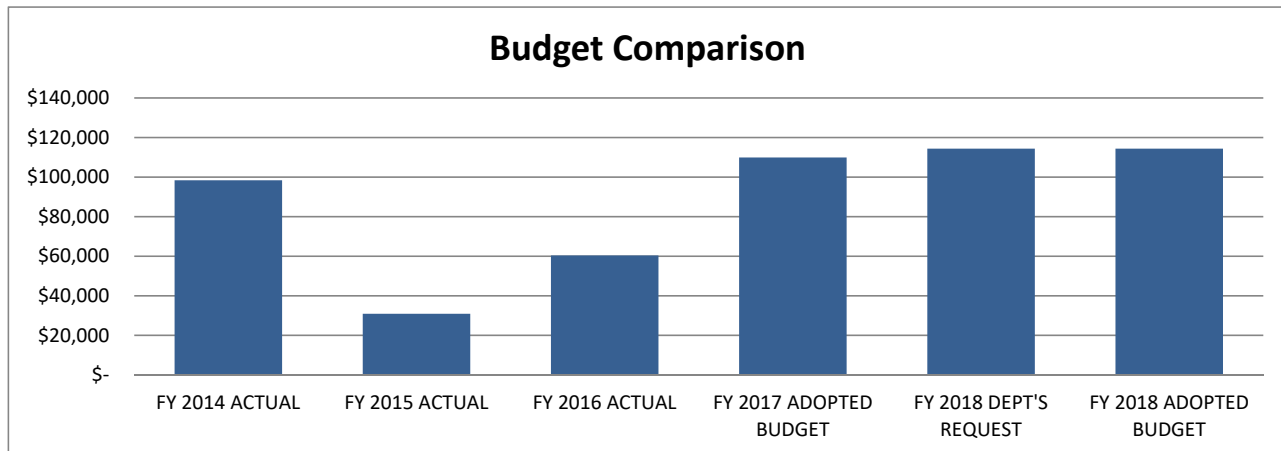
| PERFORMANCE MEASURES                                     | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|----------------------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| # of Emergency Calls                                     | 1,477             | 1,473             | 1,482             | 1,103             | 1,069             | 1,070               |
| # of Emergency Call Responses                            | 1,477             | 1,473             | 1,482             | 1,103             | 1,069             | 1,070               |
| # of Emergency Call Responses w/in 1 Hr.                 | 1,477             | 1,473             | 1,482             | 1,103             | 1,069             | 856                 |
| % of Emergency Call Responses w/in 1 Hr.                 | 100%              | 100%              | 100%              | 100%              | 100%              | 80%                 |
| # of Non-Emergency Calls                                 | 10,961            | 9,017             | 9,990             | 9,929             | 9,624             | 9,630               |
| # of Non-Emergency Call Responses                        | 10,961            | 9,017             | 9,990             | 9,929             | 9,624             | 9,630               |
| # of Non-Emergency Call Responses w/in 24 Hrs.           | 10,633            | 8,747             | 9,720             | 9,929             | 9,624             | 8,667               |
| % of Non-Emergency Call Responses w/in 24 Hrs.           | 97%               | 97%               | 97%               | 100%              | 100%              | 90%                 |
| # of Bite & Rabies Exposure Animals                      | 306               | 297               | 363               | 311               | 305               | 310                 |
| # of Bite & Rabies Exposure Animals Processed            | 306               | 297               | 363               | 311               | 305               | 310                 |
| # of Bite & Rabies Exposure Animals Processed w/in 24hrs | 303               | 294               | 358               | 307               | 301               | 305                 |
| % of Bite & Rabies Exposure Animals Processed w/in 24hrs | 99%               | 99%               | 99%               | 99%               | 99%               | 98%                 |

## FY 2018 Adopted Budget Summary

## Animal Facility

### EXPENDITURES

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TRAINING</b>   | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>OPERATIONS</b> | \$ 33,163         | \$ 30,921         | \$ 60,387         | \$ 109,900                   | \$ 65,008         | \$ 109,900                   | \$ 114,360                   |
| <b>CAPITAL</b>    | \$ 65,229         | \$ -              | \$ -              | \$ -                         | \$ -              | \$ 4,460                     | \$ -                         |
| <b>TOTAL</b>      | \$ 98,391         | \$ 30,921         | \$ 60,387         | \$ 109,900                   | \$ 65,008         | \$ 114,360                   | \$ 114,360                   |



# FY 2018 Adopted Budget Summary

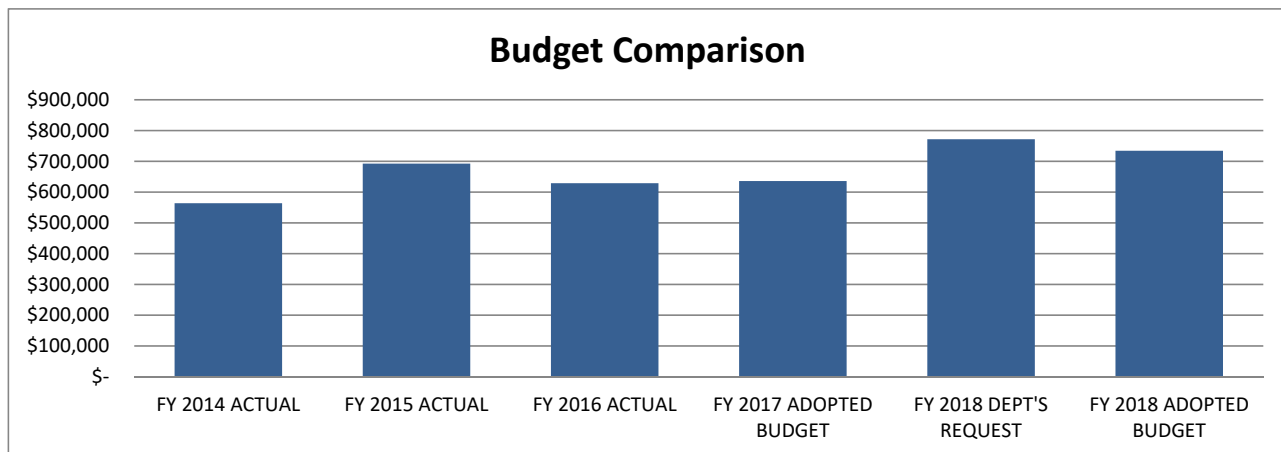
# Animal Shelter

## EXPENDITURES

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 382,512        | \$ 397,863        | \$ 412,565        | \$ 418,362                   | \$ 413,786        | \$ 476,663                   | \$ 502,213                   |
| <b>TRAINING</b>   | \$ 1,568          | \$ 1,970          | \$ 2,205          | \$ 3,769                     | \$ 1,027          | \$ 3,769                     | \$ 3,769                     |
| <b>OPERATIONS</b> | \$ 179,806        | \$ 178,570        | \$ 179,197        | \$ 199,895                   | \$ 188,036        | \$ 203,345                   | \$ 203,345                   |
| <b>CAPITAL</b>    | \$ -              | \$ 114,133        | \$ 35,059         | \$ 14,000                    | \$ 7,656          | \$ 88,010                    | \$ 25,010                    |
| <b>TOTAL</b>      | \$ 563,886        | \$ 692,536        | \$ 629,026        | \$ 636,026                   | \$ 610,505        | \$ 771,787                   | \$ 734,337                   |

## PERSONNEL

|                            | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|----------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b> |                    |                    |                    |                   |                              |                    |
| Administrative Secretary   | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Animal Control Officer     | 4                  | 4                  | 4                  | 4                 |                              | 4                  |
| Animal Control Supervisor  | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Animal Services Lead       | 0                  | 0                  | 0                  | 0                 | 1                            | 1                  |
| Vet Technician             | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| <b>PART-TIME POSITIONS</b> |                    |                    |                    |                   |                              |                    |
| Technician                 | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| <b>TOTAL</b>               | 8                  | 8                  | 8                  | 8                 | 1                            | 9                  |



## PURPOSE

The Animal Shelter provides the highest level of humane and dignified care to all animals while in our facility by providing adequate food, water, shelter and basic physical care. Animal Control provides the greatest degree of protection to all Collin County citizens by quickly responding to calls of loose, injured, vicious, abandoned, abused and neglected animals.

## MAJOR PROGRAMS

### ADMINISTRATION

Keep department records maintained, personnel records, answer telephones, assist citizens, purchase supplies, requisitions, process payroll, maintain time collection system, travel arrangements, reports, maintain periodic review and request amendment to existing Court Orders. Revenue generated comes from the contract cities' fees paid for Animal Shelter Administrative Personnel.

### FY 2018 Goals & Objectives

- To submit monthly reports to manager & budget analyst by the 5th of every month 95% of the time.

| PERFORMANCE MEASURES                                        | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|-------------------------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| # of reports                                                | 12                | 12                | 12                | 12                | 12                | 12                  |
| # of reports completed - submitted                          | 12                | 12                | 12                | 12                | 12                | 12                  |
| # of reports completed - submitted by the 5th of each month | 12                | 12                | 12                | 12                | 12                | 11                  |
| % of reports completed - submitted by the 5th of each month | 100%              | 100%              | 100%              | 100%              | 100%              | 95%                 |

## ANIMAL SHELTER

The Animal Shelter provides the highest level of humane and dignified care to all animals while at our facility by providing adequate food, water, shelter, and basic physical care as required by TH&S Code Chapter 823. Additionally, we must act as the Local Rabies Control Authority for our areas of jurisdiction and follow all State-required rabies control procedures, as specified in TH&S Code Chapter 826. Revenue generated comes from the contract cities' fees paid for Animal Shelter Program.

### FY 2018 Goals & Objectives

- Rabies Shipping tests processed within 5 days 90% of the time.
- Process at least 40% of Animals for Ownership Change 80% of the time.

| PERFORMANCE MEASURES                             | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|--------------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| # of Rabies Shipping Tests Processed             | 84                | 71                | 62                | 65                | 50                | 50                  |
| # of Rabies Shipping Tests Completed w/in 5 Days | 84                | 71                | 62                | 65                | 50                | 45                  |
| % of Rabies Shipping Tests Completed w/in 5 Days | 100%              | 100%              | 100%              | 100%              | 100%              | 90%                 |
| # of Animals Processed Through the Shelter       | 6,247             | 5,693             | 5,322             | 6,926             | 5,264             | 5,270               |
| # of Animals (Ownership Change)                  | 3,979             | 4,075             | 3,869             | 4,032             | 1,534             | 2,108               |
| % of Animals (Ownership Change)                  | 64%               | 72%               | 73%               | 58%               | 29%               | 40%                 |

## ANIMAL HEALTH

The Animal Health program will encompass measures to ensure that our Shelter will not be shut down due to disease. An outbreak of Parvovirus or other communicable disease could cost many animals their lives (death due to disease and a mass EU to stop contamination). An outbreak could force the Shelter to be shut down which would cost the County an undetermined amount of money. In addition to finding alternate housing for County animals, we would have to honor our Inter Local Agreements with municipalities and possibly have to pay for alternate location boarding of animals for weeks to months if the Shelter could not be used. It would also be very costly to follow disinfecting procedures following such an outbreak. Many Shelters across the country have been shut down for weeks to months due to outbreaks of communicable diseases.

### FY 2018 Goals & Objectives

- Vaccinate all dogs and puppies within 2 hours of arrival to the shelter 90% of the time.

| PERFORMANCE MEASURES                                 | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|------------------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| # of Dogs and Puppies Processed into the Shelter     | 3,761             | 3,528             | 3,291             | 4,185             | 3,972             | 3,975               |
| # of Dogs and Puppies Vaccinated                     | 3,573             | 3,352             | 3,110             | 3,985             | 3,773             | 3,775               |
| # of Animals Vaccinated within 2-hours of Processing | 376               | 502               | 329               | 465               | 425               | 3,578               |
| % of Animals Vaccinated within 2-hours of Processing | 10%               | 14%               | 10%               | 11%               | 15%               | 90%                 |

## DEPARTMENT IMPROVEMENTS

The Animal Shelter received funding for a scanner. The addition of the new scanner will allow current forms, documents and pictures to be scanned into the system much faster and clearer. Cost of this department improvement to the Animal Safety Fund is \$880 in one-time expenditures.

## PERSONNEL CHANGES

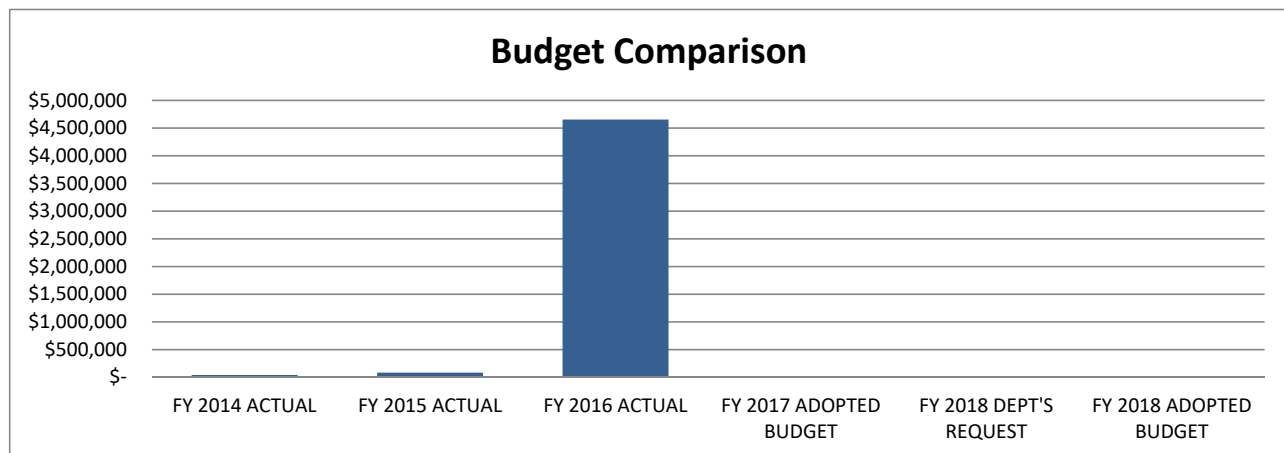
The Animal Shelter received new personnel. The addition of an Animal Services Lead will help reduce overtime and ensure there is a supervisor available at all times. Cost of the new personnel to the Animal Safety Fund is \$58,942 in recurring and \$1,900 in one-time expenditures.

# **FY 2018 Adopted Budget Summary**

# **Collin County Toll Road Authority**

## **EXPENDITURES**

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TRAINING</b>   | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>OPERATIONS</b> | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>CAPITAL</b>    | \$ 42,716         | \$ 85,269         | \$ 4,654,733      | \$ -                         | \$ 14,643,804     | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | \$ 42,716         | \$ 85,269         | \$ 4,654,733      | \$ -                         | \$ 14,643,804     | \$ -                         | \$ -                         |

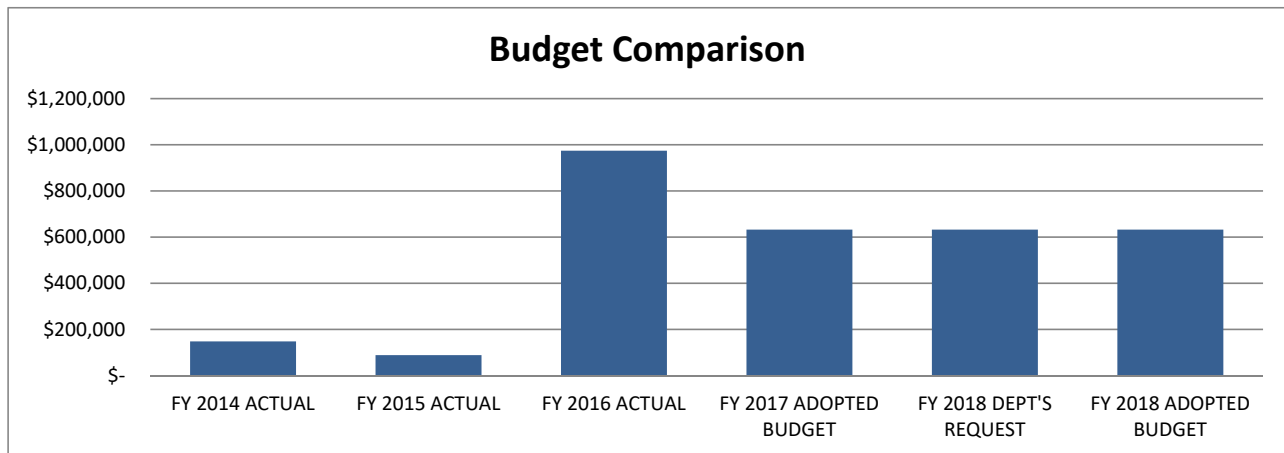


## FY 2018 Adopted Budget Summary

## Contract Elections

### EXPENDITURES

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ -              | \$ -              | \$ 200,000        | \$ 200,000                   | \$ 200,000        | \$ 200,000                   | \$ 200,000                   |
| <b>TRAINING</b>   | \$ 16,269         | \$ 12,283         | \$ 5,710          | \$ 25,000                    | \$ 19,867         | \$ 25,000                    | \$ 25,000                    |
| <b>OPERATIONS</b> | \$ 131,706        | \$ 76,426         | \$ 768,692        | \$ 407,561                   | \$ 144,437        | \$ 407,561                   | \$ 407,561                   |
| <b>CAPITAL</b>    | \$ -              |                   | \$ -              | \$ -                         | \$ 8,899          | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | \$ 147,975        | \$ 88,709         | \$ 974,403        | \$ 632,561                   | \$ 373,203        | \$ 632,561                   | \$ 632,561                   |

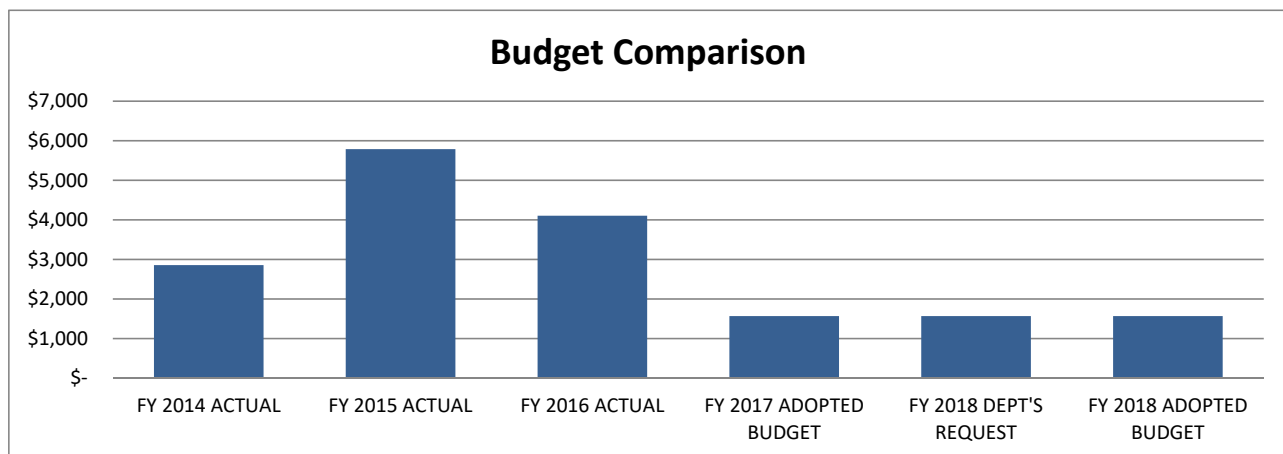


# **FY 2018 Adopted Budget Summary**

## **Technology Fund** County Court

### **EXPENDITURES**

|                   | <b>FY 2014<br/>ACTUAL</b> | <b>FY 2015<br/>ACTUAL</b> | <b>FY 2016<br/>ACTUAL</b> | <b>FY 2017<br/>ADOPTED<br/>BUDGET</b> | <b>FY 2017<br/>ACTUAL</b> | <b>FY 2018<br/>DEPT'S<br/>REQUEST</b> | <b>FY 2018<br/>ADOPTED<br/>BUDGET</b> |
|-------------------|---------------------------|---------------------------|---------------------------|---------------------------------------|---------------------------|---------------------------------------|---------------------------------------|
| <b>SALARIES</b>   | \$ -                      | \$ -                      | \$ -                      | \$ -                                  | \$ -                      | \$ -                                  | \$ -                                  |
| <b>TRAINING</b>   | \$ -                      | \$ -                      | \$ -                      | \$ -                                  | \$ -                      | \$ -                                  | \$ -                                  |
| <b>OPERATIONS</b> | \$ 2,857                  | \$ 5,788                  | \$ 4,106                  | \$ 1,568                              | \$ 400                    | \$ 1,568                              | \$ 1,568                              |
| <b>CAPITAL</b>    | \$ -                      | \$ -                      | \$ -                      | \$ -                                  | \$ -                      | \$ -                                  | \$ -                                  |
| <b>TRANSFER</b>   | \$ -                      | \$ -                      | \$ -                      | \$ -                                  | \$ -                      | \$ -                                  | \$ -                                  |
| <b>TOTAL</b>      | \$ 2,857                  | \$ 5,788                  | \$ 4,106                  | \$ 1,568                              | \$ 400                    | \$ 1,568                              | \$ 1,568                              |



## FY 2018 Adopted Budget Summary

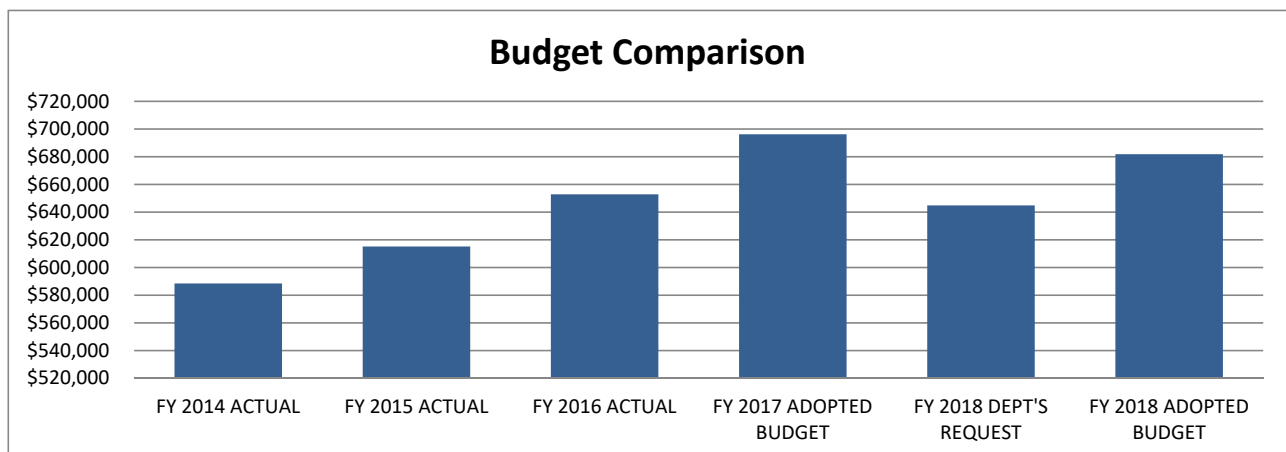
## Courthouse Security

### EXPENDITURES

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 558,618        | \$ 583,354        | \$ 619,238        | \$ 660,463                   | \$ 629,293        | \$ 641,110                   | \$ 678,103                   |
| <b>TRAINING</b>   | \$ -              | \$ -              | \$ -              | \$ 1,400                     | \$ -              | \$ -                         | \$ -                         |
| <b>OPERATIONS</b> | \$ 29,887         | \$ 31,816         | \$ 33,625         | \$ 34,350                    | \$ 53,875         | \$ 3,750                     | \$ 3,750                     |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TRANSFERS</b>  | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | \$ 588,504        | \$ 615,170        | \$ 652,863        | \$ 696,213                   | \$ 683,168        | \$ 644,860                   | \$ 681,853                   |

### PERSONNEL

|                            | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|----------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b> |                    |                    |                    |                   |                              |                    |
| Lead Security Guard        | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Security Guard             | 12                 | 12                 | 12                 | 12                |                              | 12                 |
| <b>TOTAL</b>               | 13                 | 13                 | 13                 | 13                | 0                            | 13                 |

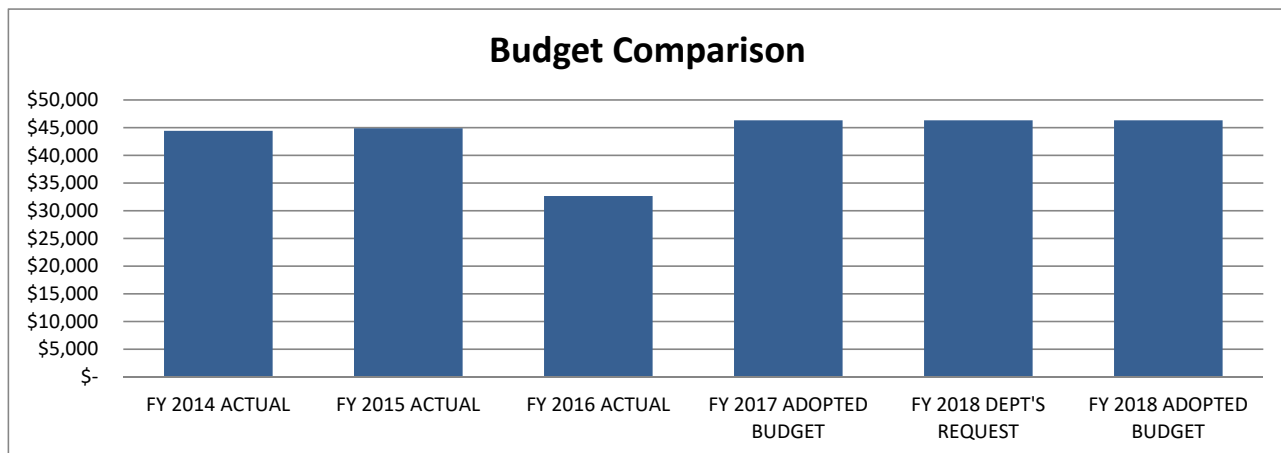


# FY 2018 Adopted Budget Summary

CPS Board

## EXPENDITURES

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TRAINING</b>   | \$ 2,000          | \$ -              | \$ -              | \$ 7,500                     | \$ 8,138          | \$ 7,500                     | \$ 7,500                     |
| <b>OPERATIONS</b> | \$ 42,435         | \$ 44,891         | \$ 32,666         | \$ 38,830                    | \$ 24,856         | \$ 38,830                    | \$ 38,830                    |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | \$ 44,435         | \$ 44,891         | \$ 32,666         | \$ 46,330                    | \$ 32,994         | \$ 46,330                    | \$ 46,330                    |



# FY 2018 Adopted Budget Summary

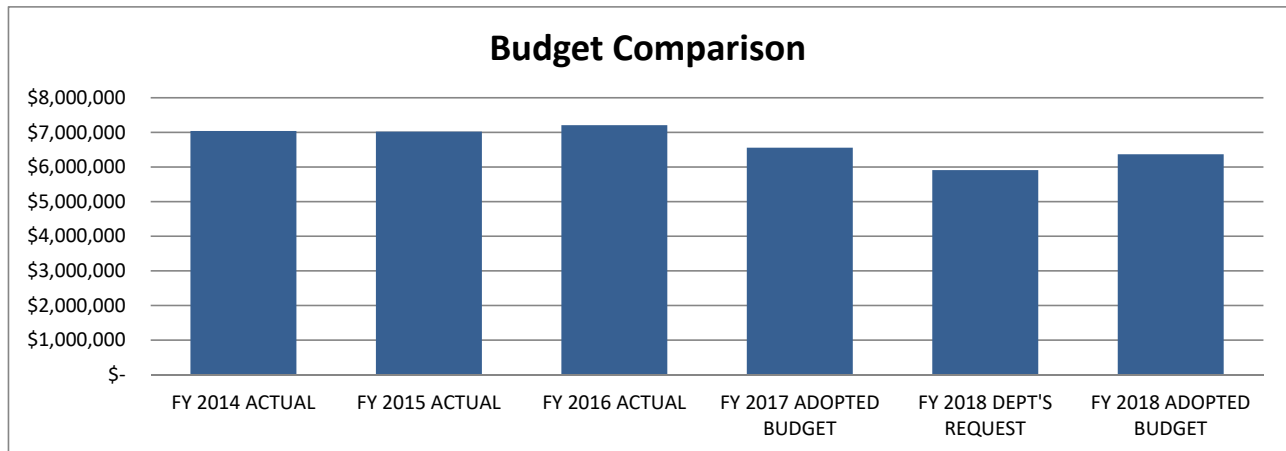
CSCD

## EXPENDITURES

|                   | FY 2014<br>ACTUAL   | FY 2015<br>ACTUAL   | FY 2016<br>ACTUAL   | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL   | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|---------------------|---------------------|---------------------|------------------------------|---------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 5,371,533        | \$ 5,656,447        | \$ 5,792,875        | \$ 6,558,442                 | \$ 5,922,256        | \$ 5,910,338                 | \$ 6,368,003                 |
| <b>TRAINING</b>   | \$ 77,886           | \$ 37,488           | \$ 51,558           | \$ -                         | \$ 52,187           | \$ -                         | \$ -                         |
| <b>OPERATIONS</b> | \$ 926,196          | \$ 1,064,384        | \$ 1,110,157        | \$ -                         | \$ 988,716          | \$ -                         | \$ -                         |
| <b>CAPITAL</b>    | \$ 44,718           | \$ 14,252           | \$ -                | \$ -                         | \$ 26,068           | \$ -                         | \$ -                         |
| <b>TRANSFER</b>   | \$ 619,067          | \$ 249,251          | \$ 253,029          | \$ -                         | \$ 255,872          | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | <b>\$ 7,039,399</b> | <b>\$ 7,021,822</b> | <b>\$ 7,207,619</b> | <b>\$ 6,558,442</b>          | <b>\$ 7,245,099</b> | <b>\$ 5,910,338</b>          | <b>\$ 6,368,003</b>          |

## PERSONNEL

|                                   | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|-----------------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b>        |                    |                    |                    |                   |                              |                    |
| Accounting Tech                   | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Administrative Manager            | 1                  | 0                  | 0                  | 0                 |                              | 0                  |
| Administrative Secretary          | 0                  | 1                  | 1                  | 1                 |                              | 1                  |
| Assistant Director CSCD           | 2                  | 2                  | 1                  | 1                 |                              | 1                  |
| Caseworker (CSCD)                 | 12                 | 14                 | 14                 | 14                |                              | 14                 |
| Clerk (CSCD)                      | 12                 | 13                 | 13                 | 14                |                              | 14                 |
| Community Suprvsn Rsrc<br>Officer | 0                  | 0                  | 1                  | 1                 |                              | 1                  |
| Director of CSCD                  | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Functional Analyst                | 0                  | 0                  | 1                  | 1                 |                              | 1                  |
| IT Assistant                      | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Lead Clerk                        | 2                  | 2                  | 2                  | 2                 |                              | 2                  |
| Office Coordinator                | 0                  | 1                  | 1                  | 1                 |                              | 1                  |
| Secretary                         | 4                  | 3                  | 3                  | 2                 |                              | 2                  |
| Secretary CSCD                    | 0                  | 0                  | 1                  | 1                 |                              | 1                  |
| Supervision Officer (CSCD)        | 5                  | 5                  | 59                 | 59                | 4                            | 63                 |
| Supervision Officer I (CSCD)      | 57                 | 54                 | 0                  | 0                 |                              | 0                  |
| Supervisor (CSCD)                 | 9                  | 9                  | 7                  | 8                 |                              | 8                  |
| Unit Supervisor                   | 2                  | 2                  | 2                  | 2                 |                              | 2                  |
| <b>TOTAL</b>                      | <b>109</b>         | <b>109</b>         | <b>109</b>         | <b>110</b>        | <b>4</b>                     | <b>114</b>         |



## PURPOSE

The Mission of the Community Supervision and Corrections Department is: 1) to protect the community through supervision/incarceration of the offender; 2) to deter criminal behavior through the administration of sanctions; 3) to encourage positive change in the offender's behavior; and 4) to increase community corrections involvement. The CSCD strives to reduce the risk offenders pose to the community by actively reducing that risk through supervision, rehabilitation and incarceration when necessary.

## MAJOR PROGRAMS

### BASIC SUPERVISION

Community supervision means the placement of a defendant by a court under a continuum of programs and sanctions, with conditions imposed by the court for a specified time.

| PERFORMANCE MEASURES                                                | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|---------------------------------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| Misdemeanor Cases Supervised                                        | 5,129             | 5,112             | 4,955             | 4,869             | 4,662             | 4,545               |
| Percent of Misdemeanor Cases Successfully<br>Completing Supervision | 83%               | 83%               | 76%               | 83%               | 87%               | 88%                 |
| Felony Cases Supervised                                             | 5,394             | 5,400             | 5,425             | 5,885             | 6,131             | 6,315               |
| Number of Felony Cases Successfully<br>Completing Supervision       | 70%               | 58%               | 62%               | 67%               | 66%               | 65%                 |
| Court Cost Collected                                                | \$ 31,239         | \$ 18,064         | \$ 10,614         | \$ 13,081         | \$ 8,295          | \$ 5,902            |
| Fines Collected                                                     | \$ 53,606         | \$ 42,745         | \$ 34,283         | \$ 23,473         | \$ 13,124         | \$ 8,064            |
| Court Appointed Attorney Fees Collected                             | \$ 16,303         | \$ 10,272         | \$ 8,260          | \$ 3,580          | \$ 1,008          | \$ 504              |
| Restitution Payments to Victims Collected                           | \$ 1,198,069      | \$ 1,340,917      | \$ 1,625,206      | \$ 1,573,794      | \$ 1,774,330      | \$ 1,918,395        |
| Community Service Hours Completed                                   | 262,636           | 265,310           | 273,340           | 174,787           | 148,259           | 119,665             |
| Participants Successfully Completing<br>Corrective Thinking         | 1,629             | 685               | 737               | 791               | 751               | 711                 |
| Participants Removed for Violations -<br>Corrective Thinking        | 180               | 168               | 254               | 229               | 264               | 285                 |

### COMMUNITY CORRECTIONS PROGRAMS

The Community Corrections Program provides the judiciary one of the most restrictive sanctions available, requiring a term of confinement either as a condition of community supervision or direct sentence. The offender is placed in a highly structured and supervised environment that encourages mental and physical discipline. The program is designed to protect the community, provide community service and to promote offender responsibility.

| PERFORMANCE MEASURES                                                   | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|------------------------------------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| Total Number of Participants Supervised in<br>SCORE/Restitution Center | 122               | 134               | 80                | 140               | 131               | 133                 |
| Participants Successfully Completing<br>SCORE/CCF                      | 74                | 79                | 51                | 91                | 76                | 77                  |
| Participants Removed from SCORE/RCF for<br>Violations                  | 1                 | 17                | 6                 | 7                 | 23                | 29                  |

## FY 2018 Adopted Budget Summary

CSCD

### COMMUNITY CORRECTIONS PROGRAMS CONTINUED

| PERFORMANCE MEASURES                                                     | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|--------------------------------------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| Total Number of Offenders Supervised on Global Positioning System        | 64                | 68                | 60                | 42                | 86                | 92                  |
| Offenders Successfully Completing Global Positioning System              | 33                | 27                | 29                | 13                | 28                | 27                  |
| Offenders Revoked, Removed from Global Positioning System for Violations | 13                | 10                | 9                 | 7                 | 24                | 27                  |

### DIVERSION PROGRAMS

Diversion Programs/Specialized Caseloads are a primary strategy to manage high-risk and/or special needs offender populations through intensive supervision services. These caseloads include the following: High/Medium Risk Caseload; Mentally Impaired Caseload; Sex Offender Caseload; Substance Abuse Caseload; and Youthful Offender Caseload.

| PERFORMANCE MEASURES                                             | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|------------------------------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| High Medium Risk Caseload (HMR) Total # of Offenders Supervised  | 931               | 1,830             | n/a               | n/a               | n/a               | n/a                 |
| Offenders Successfully Completing HMR                            | 856               | 213               | n/a               | n/a               | n/a               | n/a                 |
| Mentally Impaired Caseload (MIC) Total # of Offenders Supervised | 87                | 102               | 102               | 113               | 120               | 128                 |
| Offenders Successfully Completing MIC                            | 26                | 13                | 7                 | 21                | 16                | 14                  |
| Offenders Revoked for Program Violations                         | 3                 | 6                 | 10                | 20                | 20                | 24                  |
| Sex Offender Caseloads (SOC) Total # of Offenders Supervised     | 154               | 152               | 148               | 133               | 127               | 120                 |
| Offenders Successfully Completed SOC                             | 30                | 11                | 22                | 30                | 19                | 16                  |
| Offenders Removed from SOC for Revocation/Violations             | 15                | 18                | 12                | 8                 | 13                | 12                  |
| Substance Abuse Caseload (SAC) Total # of Offenders Supervised   | 249               | 239               | 249               | 290               | 335               | 357                 |
| # of Offenders Successfully Completed SAC                        | 85                | 61                | 69                | 85                | 96                | 99                  |
| # of Offenders Removed from SAC for Revocation/Violations        | 20                | 68                | 77                | 110               | 118               | 143                 |
| Youthful Offender Caseload (YOC) Total # of Offenders Supervised | n/a               | n/a               | n/a               | n/a               | n/a               | n/a                 |
| # of Offenders Successfully Completed YOC                        | n/a               | n/a               | n/a               | n/a               | n/a               | n/a                 |
| # of Offenders Removed from YOC for Revocation/Violations        | n/a               | n/a               | n/a               | n/a               | n/a               | n/a                 |

### TREATMENT ALTERNATIVES TO INCARCERATION

Treatment Alternatives to Incarceration developed to provide substance abuse inpatient and outpatient services for indigent offenders.

## **FY 2018 Adopted Budget Summary**

**CSCD**

### **TREATMENT ALTERNATIVES TO INCARCERATION CONTINUED**

| <b>PERFORMANCE MEASURES</b>                 | <b>FY 2013<br/>ACTUAL</b> | <b>FY 2014<br/>ACTUAL</b> | <b>FY 2015<br/>ACTUAL</b> | <b>FY 2016<br/>ACTUAL</b> | <b>FY 2017<br/>ACTUAL</b> | <b>FY 2018<br/>ESTIMATE</b> |
|---------------------------------------------|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|-----------------------------|
| # of Offenders Who Received TAIP            |                           |                           |                           |                           |                           |                             |
| Inpatient/Outpatient Substance Abuse        | 29                        | 17                        | 18                        | 13                        | 14                        | 10                          |
| # of Offenders Successfully Completing      |                           |                           |                           |                           |                           |                             |
| Inpatient/Outpatient Substance Abuse        | 22                        | 9                         | 13                        | 8                         | 7                         | 6                           |
| # of Offenders Continued in Substance Abuse |                           |                           |                           |                           |                           |                             |
| Treatment                                   | 4                         | 3                         | 2                         | 1                         | 4                         | 4                           |
| # of Offenders Unsuccessfully Discharged    |                           |                           |                           |                           |                           |                             |
| from Substance Abuse Treatment              | 3                         | 4                         | 3                         | 3                         | 3                         | 3                           |

### **DEPARTMENT IMPROVEMENTS**

The Community Supervision and Corrections Department received funds for one cubicle set-up. The cubicle set-up is needed for an open position within the department. Cost of this department improvement to Collin County is \$8,100 in one-time expenditures.

The Community Supervision and Corrections Department received funds for four cubicle set-ups. The four cubicle set-ups are needed for four-new positions within the department. Cost of this department improvement to Collin County is \$38,640 in one-time expenditures.

# FY 2018 Adopted Budget Summary

# Deferred Prosecution

District Attorney

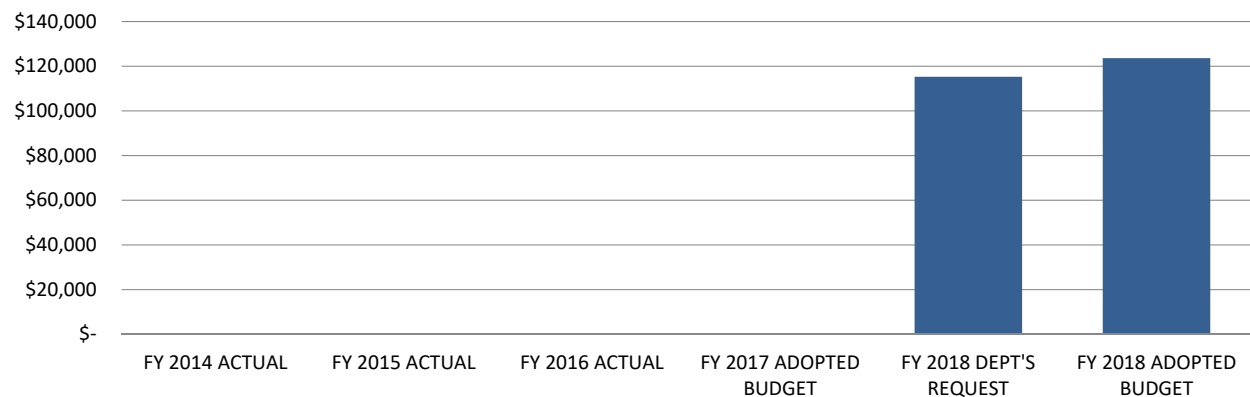
## EXPENDITURES

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ -              | \$ -              | \$ -              | \$ -                         | \$ 47,237         | \$ 103,988                   | \$ 112,321                   |
| <b>TRAINING</b>   | \$ -              | \$ -              | \$ -              | \$ -                         | \$ 709            | \$ 5,500                     | \$ 5,500                     |
| <b>OPERATIONS</b> | \$ -              | \$ -              | \$ -              | \$ -                         | \$ 60             | \$ 5,800                     | \$ 5,800                     |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | \$ -              | \$ -              | \$ -              | \$ -                         | \$ 48,006         | \$ 115,288                   | \$ 123,621                   |

## PERSONNEL

|                            | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|----------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b> |                    |                    |                    |                   |                              |                    |
| Felony Prosecutor          | 0                  | 0                  | 0                  | 1                 |                              | 1                  |
| <b>TOTAL</b>               | 0                  | 0                  | 0                  | 1                 | 0                            | 1                  |

## Budget Comparison



**DEPARTMENT IMPROVEMENTS**

The District Attorney's Deferred Prosecution Program received additional training and travel reimbursement funds. Cost of this department improvement to the District Attorney Pre-Trial Intervention Fund is \$2,500 in recurring expenditures.

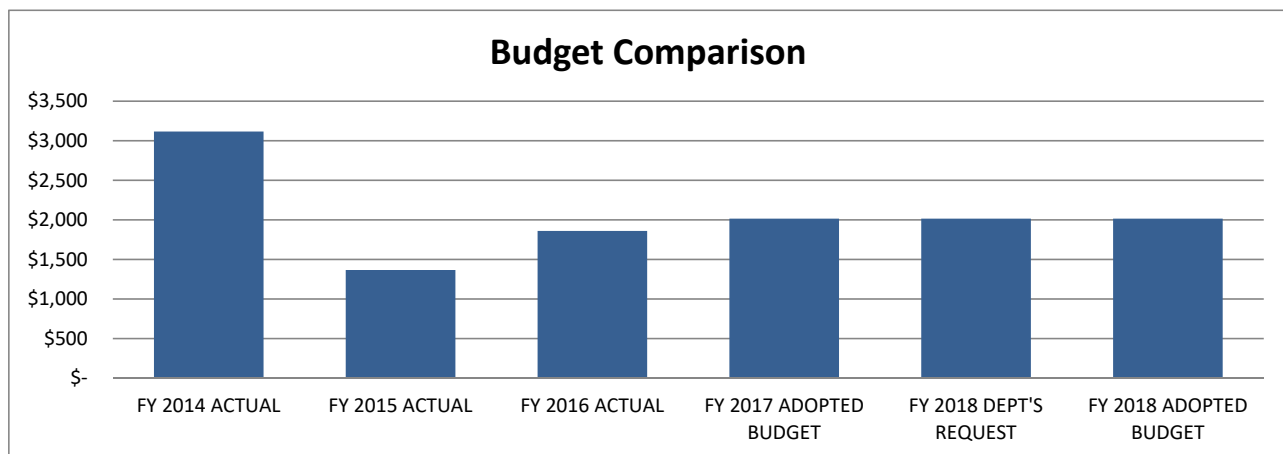
# FY 2018 Adopted Budget Summary

# Technology Fund

District Court

## EXPENDITURES

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TRAINING</b>   | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>OPERATIONS</b> | \$ 3,116          | \$ 1,367          | \$ 1,860          | \$ 2,016                     | \$ 1,320          | \$ 2,016                     | \$ 2,016                     |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TRANSFER</b>   | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | \$ 3,116          | \$ 1,367          | \$ 1,860          | \$ 2,016                     | \$ 1,320          | \$ 2,016                     | \$ 2,016                     |



# FY 2018 Adopted Budget Summary

# Document Preservation Fund

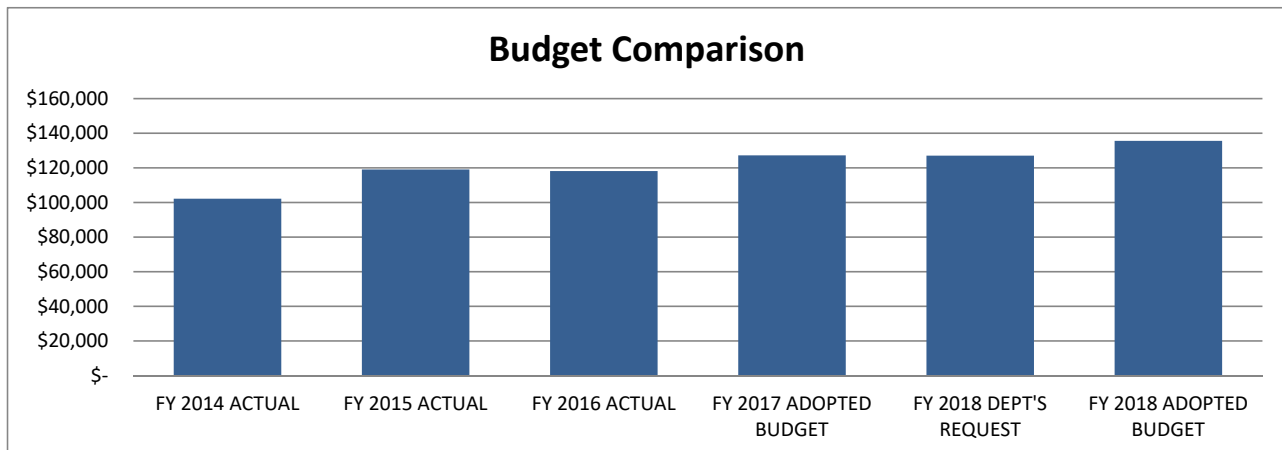
District Clerk

## EXPENDITURES

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 102,172        | \$ 119,047        | \$ 118,132        | \$ 127,219                   | \$ 126,923        | \$ 127,074                   | \$ 135,593                   |
| <b>TRAINING</b>   | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>OPERATIONS</b> | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | \$ 102,172        | \$ 119,047        | \$ 118,132        | \$ 127,219                   | \$ 126,923        | \$ 127,074                   | \$ 135,593                   |

## PERSONNEL

|                            | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|----------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b> |                    |                    |                    |                   |                              |                    |
| Deputy District Clerk II   | 2                  | 2                  | 2                  | 2                 |                              | 2                  |
| <b>TOTAL</b>               | 2                  | 2                  | 2                  | 2                 | 0                            | 2                  |



**PURPOSE**

The District Clerk is a constitutional office created for the custodial care and management of all of the District Courts' legal records, filings, and indexes. This is accomplished by providing programs for the efficient and cost-effective management of the records for the District Courts of Collin County. The District Clerk is statutorily bound to retain records for minimum periods of time as set forth by the Texas State Library and Archives Commission.

**MAJOR PROGRAMS****DOCUMENT PRESERVATION**

The District Clerk, as the custodian and manager of all District Court cases shall keep an index of the parties to all suits filed in the Courts. The District Clerk's office utilizes the Odyssey Case Management System to scan, capture, and manage the records for the District Courts of Collin County. Currently all new records filed in the District Clerk's office are scanned into the case management system, thus allowing for ease of access and viewing by the courts and the public. In addition, the District Clerk is bound by statutory requirements for records retention. The District Clerk follows the guidelines set forth by the Texas State Library and Archives Commission which require permanent retention of all case papers and trial dockets dated prior to 1950, and "case papers from any period that, because of notoriety or significance, might possess enduring value." Records preservation and restoration efforts are funded by the collection of statutorily required preservation fees added to specific types of cases filed in the District Clerk's office.

**FY 2018 Goals & Objectives**

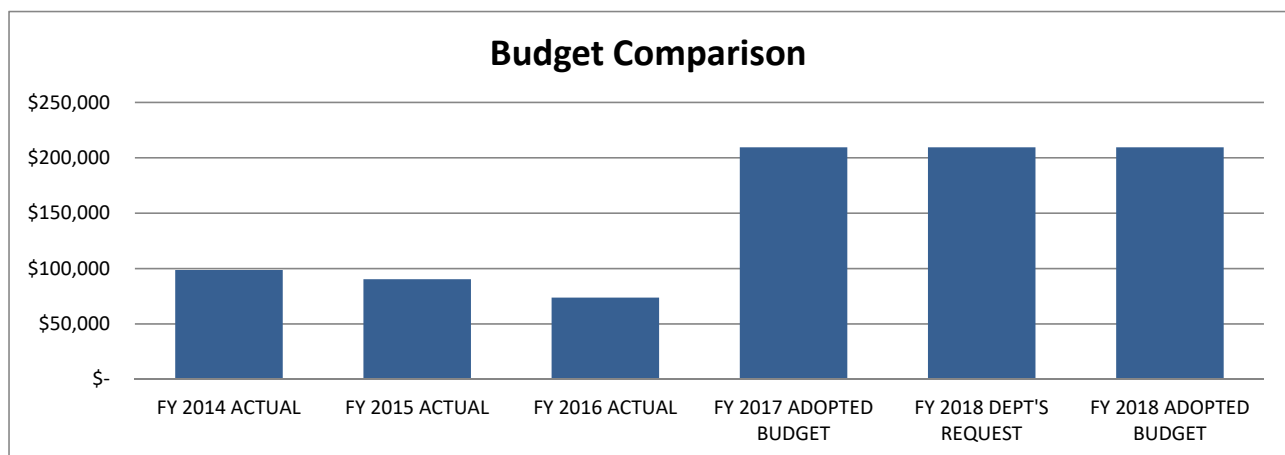
- Capture and digitize documents for ease of use by the courts and the public.

## FY 2018 Adopted Budget Summary

## Drug Court Program

### EXPENDITURES

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TRAINING</b>   | \$ 5,140          | \$ 3,075          | \$ 5,898          | \$ 13,000                    | \$ 6,770          | \$ 14,000                    | \$ 14,000                    |
| <b>OPERATIONS</b> | \$ 91,495         | \$ 85,717         | \$ 67,875         | \$ 196,496                   | \$ 93,648         | \$ 195,496                   | \$ 195,496                   |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TRANSFER</b>   | \$ 2,095          | \$ 1,637          | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | \$ 98,730         | \$ 90,428         | \$ 73,773         | \$ 209,496                   | \$ 100,418        | \$ 209,496                   | \$ 209,496                   |

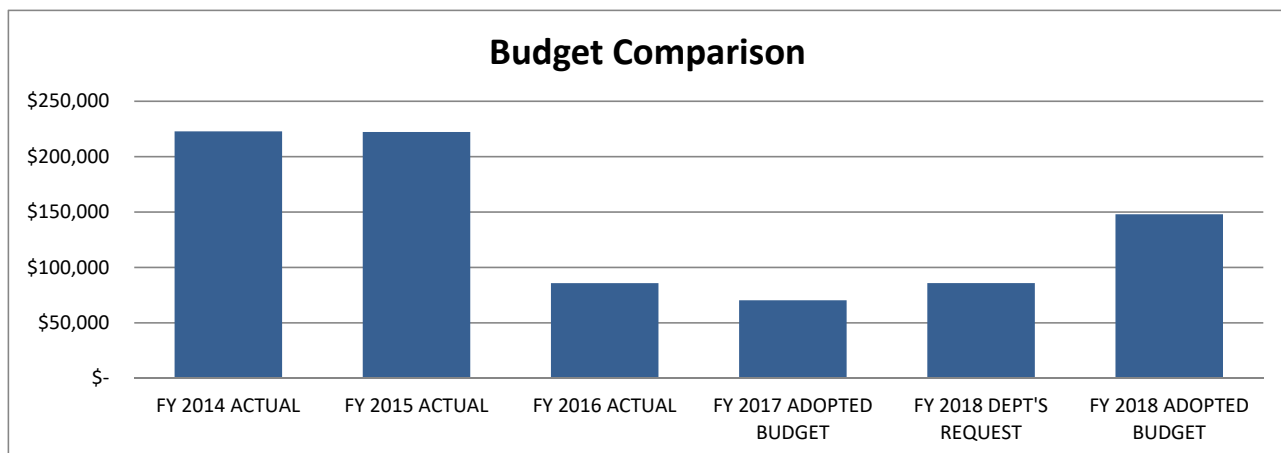


## FY 2018 Adopted Budget Summary

## Economic Development

### EXPENDITURES

|              | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|--------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| SALARIES     | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| TRAINING     | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| FINANCIAL    |                   |                   |                   |                              |                   |                              |                              |
| ISSUES       | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ 62,127                    |
| OPERATIONS   | \$ 222,860        | \$ 222,288        | \$ 85,807         | \$ 70,389                    | \$ 70,389         | \$ 85,850                    | \$ 85,850                    |
| CAPITAL      | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b> | <b>\$ 222,860</b> | <b>\$ 222,288</b> | <b>\$ 85,807</b>  | <b>\$ 70,389</b>             | <b>\$ 70,389</b>  | <b>\$ 85,850</b>             | <b>\$ 147,977</b>            |



## FY 2018 Adopted Budget Summary

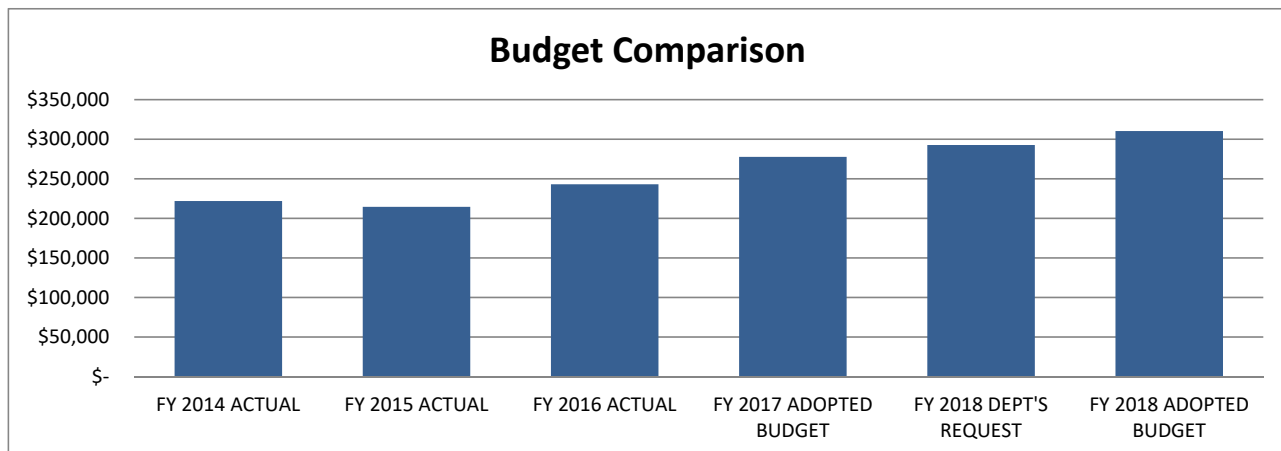
## Employee Clinic

### EXPENDITURES

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 200,944        | \$ 192,309        | \$ 220,272        | \$ 228,409                   | \$ 230,951        | \$ 233,409                   | \$ 251,090                   |
| <b>TRAINING</b>   | \$ 556            | \$ 1,494          | \$ 2,014          | \$ 8,000                     | \$ 2,895          | \$ 8,000                     | \$ 8,000                     |
| <b>OPERATIONS</b> | \$ 20,370         | \$ 20,710         | \$ 20,763         | \$ 41,244                    | \$ 26,618         | \$ 51,244                    | \$ 51,244                    |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | <b>\$ 221,870</b> | <b>\$ 214,513</b> | <b>\$ 243,049</b> | <b>\$ 277,653</b>            | <b>\$ 260,464</b> | <b>\$ 292,653</b>            | <b>\$ 310,334</b>            |

### PERSONNEL

|                            | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|----------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b> |                    |                    |                    |                   |                              |                    |
| Nurse (RN)                 | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Physician Assistant        | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| <b>TOTAL</b>               | <b>2</b>           | <b>2</b>           | <b>2</b>           | <b>2</b>          | <b>0</b>                     | <b>2</b>           |



## PURPOSE

The Collin County Employee Clinic promotes employee health to all Collin County employees. By offering an Employee Clinic, employees are able to reduce lost time from work and to promote good health.

## MAJOR PROGRAMS

### EMPLOYEE/ DEPENDENT CLINIC

The clinic benefits all individuals who are eligible for care through the Employee Clinic. The eligible individuals include all current employees (regardless of insurance status); all Collin County retirees who elect to carry over their Collin County insurance following retirement; and all eligible dependents greater than seven years of age.

### FY 2018 Goals & Objectives

- To increase employee/dependent clinic utilization by 10% and report lab utilization.

| PERFORMANCE MEASURES                                                   | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|------------------------------------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| # of Clinic Appointments                                               | 1,860             | 2,031             | 1,865             | 1,925             | 2,121             | 2,333               |
| *% Increase of employee/dependent utilization                          | 7%                | 9%                | -9%               | 3%                | 9%                | 10%                 |
| # of Lab Reports                                                       | 385               | 424               | 324               | 354               | 373               | 400                 |
| # of Lab Reports Completed by the 5th                                  | 385               | 424               | 324               | 354               | 373               | 400                 |
| % of Lab Reports Completed by the 5th                                  | 100%              | 100%              | 100%              | 100%              | 100%              | 100%                |
| <i>*Variance due to increase off site visits to employee worksites</i> |                   |                   |                   |                   |                   |                     |

## PRE-EMPLOYMENT PHYSICALS

The Physician's Assistant and the RN, through the Employee Clinic, perform pre-employment physicals at the request of Human Resources. After the pertinent forms have been completed by the Employee Health Nurse, drug test completed, and all other information collected, the Physician's Assistant will review history, urine results, and perform routine physical exam. The Physician Assistant will make recommendations to Human Resources on whether applicant is able to perform specific job duties. Policies and procedures are in place that addresses all requirements for this process.

### FY 2018 Goals & Objectives

- To complete new hire physicals within 3 days of request.

| PERFORMANCE MEASURES                                       | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|------------------------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| # of New Hire Physicals Requested                          | 391               | 393               | 356               | 409               | 421               | 415                 |
| # of New Hire Physicals Completed within 3 days            | 391               | 393               | 356               | 409               | 421               | 415                 |
| % of New Hire Physicals Completed within 3 days of request | 100%              | 100%              | 100%              | 100%              | 100%              | 100%                |

## DEPARTMENT OF TRANSPORTATION PHYSICALS

The Employee Health Clinic assists the Public Works Department in the process of maintaining all employees who drive a county vehicle with a current Department of Transportation card. The Employee Health Clinic performs DOT exams on a monthly basis. The Physician Assistant reviews any positive history findings; note results of findings and their effect on driver's ability to operate a motor vehicle. The PA performs appropriate examination, including peripheral vision testing and hearing acuity. After physical exam and drug screen results are received, the client will be given a new/renewal DOT card and the client's department will be notified.

### FY 2018 Goals & Objectives

- To schedule DOT physicals for all pertinent Public Works employees for renewal prior to expiration date of DOT card.

| PERFORMANCE MEASURES                             | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|--------------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| # of DOT physicals completed prior to expiration | 26                | 27                | 32                | 32                | 31                | 32                  |
| % completed prior to DOT card expired            | 100%              | 100%              | 32%               | 100%              | 100%              | 100%                |

## ANNUAL PHYSICALS

The Employee Health Clinic will perform annual physicals at the request of the client. The PA reviews history to include family history, past medical history and surgical history and performs review of systems. He will perform a general physical exam to include gender/age appropriate screening recommendations such as colorectal cancer, breast, cervical cancer, etc. screening. Pap Smears, Colonoscopies, and Mammograms will be referred to appropriate specialists/facilities. The PA will submit the name of each annual physical completed to HR for payment through the Collin County Wellness Program.

## DEPARTMENT IMPROVEMENTS

The Employee Clinic received funding for college education reimbursement. Funding will allow employees to obtain job related education. Cost of this department improvement to Collin County is \$8,000 in one-time expenditures.

The Employee Clinic received additional lab services funding. As wellness exam numbers increase the need for more and more labs continues to rise. The Department of Health Services will no longer be covering lab costs for TB blood screenings due to employment or school entrance resulting in the need for additional funds. Cost of this department improvement to Collin County is \$10,000 in recurring expenditures.

## FY 2018 Adopted Budget Summary

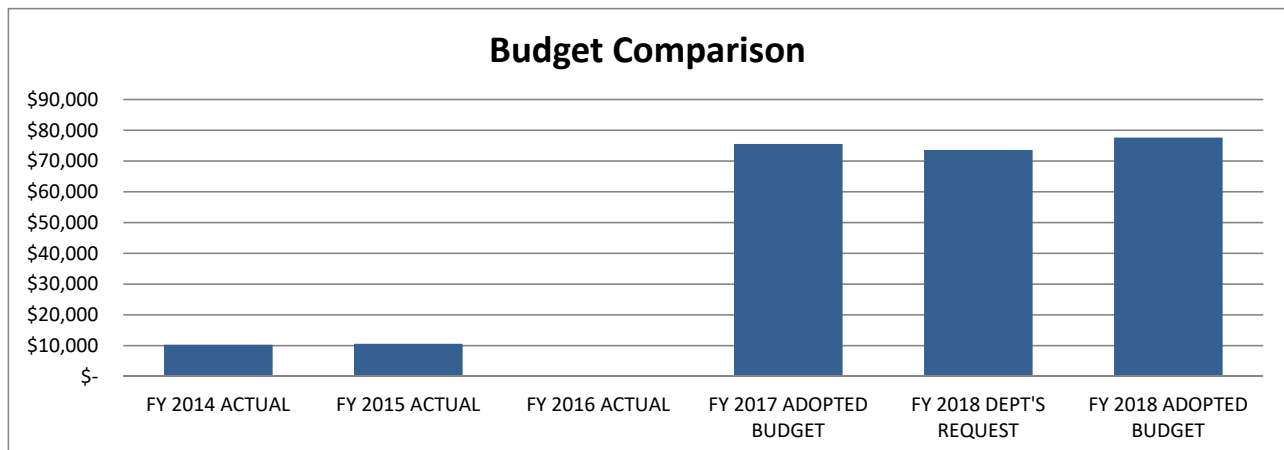
## Guardianship Fund- Probate

### EXPENDITURES

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 10,300         | \$ 10,600         | \$ -              | \$ 63,189                    | \$ 24,815         | \$ 61,238                    | \$ 65,270                    |
| <b>TRAINING</b>   | \$ -              | \$ -              | \$ -              | \$ 10,451                    | \$ 4,781          | \$ 10,451                    | \$ 10,451                    |
| <b>OPERATIONS</b> | \$ -              | \$ -              | \$ -              | \$ 1,900                     | \$ 268            | \$ 1,900                     | \$ 1,900                     |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | \$ 10,300         | \$ 10,600         | \$ -              | \$ 75,540                    | \$ 29,864         | \$ 73,589                    | \$ 77,621                    |

### PERSONNEL

|                            | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|----------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b> |                    |                    |                    |                   |                              |                    |
| Guardianship Coordinator   | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| <b>TOTAL</b>               | 1                  | 1                  | 1                  | 1                 | 0                            | 1                  |



# **FY 2018 Adopted Budget Summary**

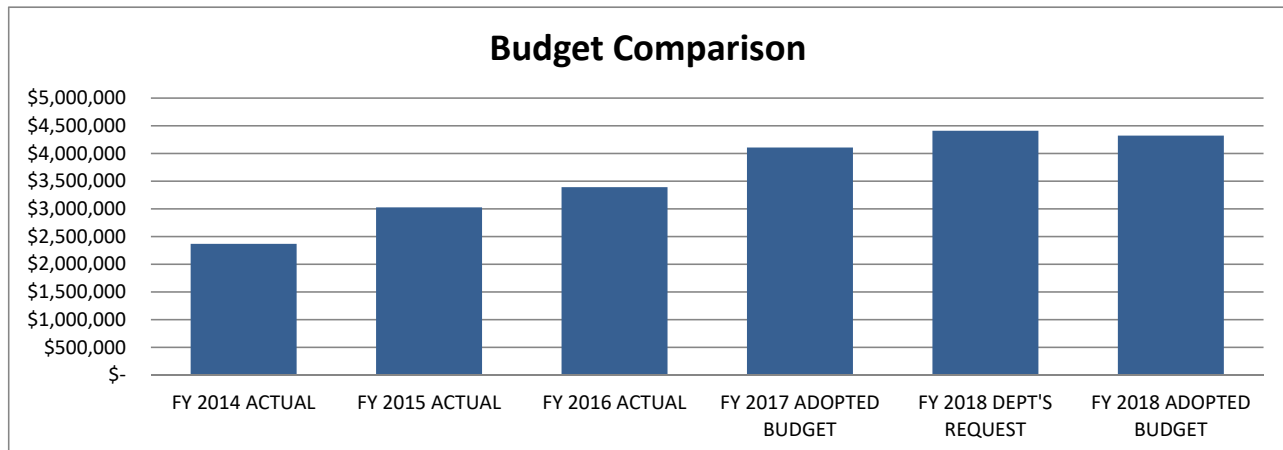
# **Indigent Healthcare**

## **EXPENDITURES**

|                   | <b>FY 2014<br/>ACTUAL</b> | <b>FY 2015<br/>ACTUAL</b> | <b>FY 2016<br/>ACTUAL</b> | <b>FY 2017<br/>ADOPTED<br/>BUDGET</b> | <b>FY 2017<br/>ACTUAL</b> | <b>FY 2018<br/>DEPT'S<br/>REQUEST</b> | <b>FY 2018<br/>ADOPTED<br/>BUDGET</b> |
|-------------------|---------------------------|---------------------------|---------------------------|---------------------------------------|---------------------------|---------------------------------------|---------------------------------------|
| <b>SALARIES</b>   | \$ 1,531,730              | \$ 1,596,581              | \$ 1,770,713              | \$ 2,208,899                          | \$ 2,022,044              | \$ 2,469,406                          | \$ 2,431,542                          |
| <b>TRAINING</b>   | \$ 15,860                 | \$ 10,982                 | \$ 27,310                 | \$ 46,000                             | \$ 32,543                 | \$ 50,500                             | \$ 46,000                             |
| <b>OPERATIONS</b> | \$ 813,492                | \$ 1,419,243              | \$ 1,550,100              | \$ 1,852,564                          | \$ 879,285                | \$ 1,866,150                          | \$ 1,845,244                          |
| <b>CAPITAL</b>    | \$ 7,283                  | \$ -                      | \$ 43,498                 | \$ -                                  | \$ 18,149                 | \$ 24,000                             | \$ -                                  |
| <b>TRANSFERS</b>  | \$ -                      | \$ -                      | \$ -                      | \$ -                                  | \$ -                      | \$ -                                  | \$ -                                  |
| <b>TOTAL</b>      | <b>\$ 2,368,366</b>       | <b>\$ 3,026,806</b>       | <b>\$ 3,391,621</b>       | <b>\$ 4,107,463</b>                   | <b>\$ 2,952,021</b>       | <b>\$ 4,410,056</b>                   | <b>\$ 4,322,786</b>                   |

## **PERSONNEL**

|                                                  | <b>FY 2015<br/>ADOPTED</b> | <b>FY 2016<br/>ADOPTED</b> | <b>FY 2017<br/>ADOPTED</b> | <b>FY 2017<br/>ACTUAL</b> | <b>FY 2018<br/>DEPT'S<br/>REQUEST</b> | <b>FY 2018<br/>ADOPTED</b> |
|--------------------------------------------------|----------------------------|----------------------------|----------------------------|---------------------------|---------------------------------------|----------------------------|
| <b>FULL-TIME POSITIONS</b>                       |                            |                            |                            |                           |                                       |                            |
| Administrative Secretary                         | 1                          | 1                          | 1                          | 1                         |                                       | 1                          |
| Epidemiologist                                   | 1                          | 2                          | 3                          | 3                         | 3                                     | 3                          |
| Health Care Administrative<br>Mgr.               | 1                          | 1                          | 1                          | 1                         |                                       | 1                          |
| Health Care Analyst                              | 1                          | 1                          | 1                          | 1                         |                                       | 1                          |
| Health Care Coordinator                          | 1                          | 1                          | 1                          | 1                         |                                       | 1                          |
| Immunization Service Aid                         | 1                          | 1                          | 1                          | 1                         |                                       | 1                          |
| Indigent Care Coordinator                        | 1                          | 1                          | 1                          | 1                         |                                       | 1                          |
| Intern - Zika                                    | 0                          | 0                          | 0                          | 2                         |                                       | 2                          |
| Medical Assistant                                | 2                          | 2                          | 2                          | 2                         |                                       | 2                          |
| Nurse (LVN)                                      | 2                          | 2                          | 2                          | 2                         |                                       | 2                          |
| Nurse (RN)                                       | 7                          | 7                          | 8                          | 8                         |                                       | 8                          |
| Nurse Practitioner                               | 1                          | 1                          | 1                          | 1                         |                                       | 1                          |
| Outreach Specialist                              | 2                          | 2                          | 2                          | 2                         |                                       | 2                          |
| Physician                                        | 1                          | 2                          | 2                          | 2                         |                                       | 2                          |
| Senior Eligibility Clerk                         | 2                          | 2                          | 2                          | 2                         |                                       | 2                          |
| TB Contact Investigator<br>(Health Care Analyst) | 1                          | 1                          | 1                          | 1                         |                                       | 1                          |
| TB Outreach                                      | 3                          | 3                          | 2                          | 2                         |                                       | 2                          |
| Tech I                                           | 2                          | 2                          | 2                          | 2                         |                                       | 2                          |
| Tech II                                          | 1                          | 1                          | 1                          | 1                         |                                       | 1                          |
| <b>TOTAL</b>                                     | <b>31</b>                  | <b>33</b>                  | <b>34</b>                  | <b>36</b>                 | <b>3</b>                              | <b>36</b>                  |



**PURPOSE**

Our mission at Collin County Health Care Services is to protect and promote the health of the people of Collin County.

**MAJOR PROGRAMS****IMMUNIZATIONS PROGRAM**

Primary goal is to provide free or low cost vaccine to eligible children and adults to prevent diseases.

**FY 2018 Goals & Objectives**

- To maintain or increase free or low cost vaccines provided to children to prevent disease.
- To complete the assigned DSHS school and child care reviews to increase vaccination compliance with community partners.
- CCHCS is dedicated to promoting the Texas Immunization Registry called Immtrac by entering assigned records from DSHS.
- Perinatal Hepatitis B Prevention program ensures household and sexual contacts of mother's who are positive for Hepatitis B are offered serological testing and the Hepatitis B series for preventive measures.

| PERFORMANCE MEASURES                                           | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|----------------------------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| Vaccines Administered                                          | 13,730            | 14,655            | 13,004            | 12,446            | 13,380            | 13,400              |
| Total Immunizations records audited from schools and day cares | N/A               | N/A               | N/A               | 8,842             | 6,739             | 7,500               |
| Number of vaccine records entered from State List              | 3,256             | 3,310             | 3,342             | 1,684             | 2,528             | 2,700               |
| Number of babies and mothers case managed                      | 820               | 622               | 815               | 1,341             | 1,394             | 1,350               |

**TUBERCULOSIS (TB) PROGRAM**

To prevent, control and eliminate the spread of TB in Collin County.

**FY 2018 Goals & Objectives**

- To maintain a TB clinic that can see patients with active disease and provide treatment to infectious patients.
- To provide mandated directly observed therapy to active TB patients in their home or designated location.
- To increase Video Directly Observed Therapy to enhance compliance for active TB patients.

| PERFORMANCE MEASURES                     | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| Number of Office Visits                  | 1,887             | 1,755             | 2,004             | 2,051             | 1,645             | 1,800               |
| Number of Home or Work Visits            | 3,782             | 4,317             | 3,019             | 3,445             | 2,819             | 3,000               |
| Number of Video Directly Observed (VDOT) | N/A               | N/A               | N/A               | N/A               | 7                 | 10                  |

**EPIDEMIOLOGY & DISEASE REPORTING**

Suspected, probable and confirmed notifiable conditions must be reported to the Health Department based on DSHS Notifiable Conditions List.

**FY 2018 Goals & Objectives**

- The epidemiology department will receive disease reports and respond to disease reports according to the time frame on DSHS notifiable list.
- The epidemiology department will successful complete disease investigations.
- The epidemiology department will provide guidance and support to local hospitals, providers and residents.

**EPIDEMIOLOGY & DISEASE REPORTING CONTINUED**

| PERFORMANCE MEASURES                    | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|-----------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| Total Disease Reports Received          | 4,014             | 3,499             | 3,685             | 4,440             | 5,290             | 4,200               |
| Total Number of Additional Contacts     | N/A               | 582               | 467               | 1,055             | 1,038             | 1,050               |
| Total Infectious Disease Investigations | N/A               | 2,616             | 2,841             | 3,042             | 3,610             | 3,100               |
| Communication Demands                   | N/A               | 20,333            | 22,914            | 22,785            | 21,142            | 21,800              |

**DEPARTMENT IMPROVEMENTS**

Health Care received funding for college education reimbursement. Funding allows employees to take classes related to their job duties. Cost of this department improvement to the Healthcare Foundation is \$15,000 in one-time expenditures.

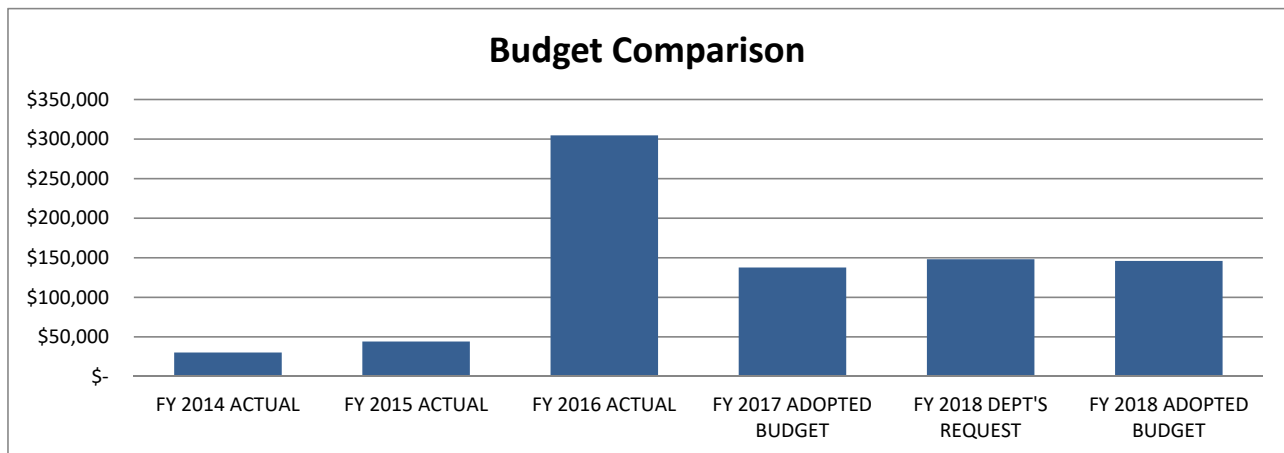
Health Care received funding for a mifi. The additional mifi is needed for the second physician added in the FY 2016 budget so that both physicians have their own mifis and do not have the share. Cost of this department improvement to the Healthcare Foundation is \$480 in recurring expenditures.

## FY 2018 Adopted Budget Summary

## Justice Court Technology Fund- JP

### EXPENDITURES

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TRAINING</b>   | \$ 16,451         | \$ 12,199         | \$ 13,924         | \$ 21,635                    | \$ 16,976         | \$ 21,635                    | \$ 22,385                    |
| <b>OPERATIONS</b> | \$ 13,804         | \$ 31,947         | \$ 68,221         | \$ 116,033                   | \$ 1,672          | \$ 126,474                   | \$ 123,564                   |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ 222,510        | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | \$ 30,255         | \$ 44,147         | \$ 304,655        | \$ 137,668                   | \$ 18,648         | \$ 148,109                   | \$ 145,949                   |



**DEPARTMENT IMPROVEMENTS**

The Justice of the Peace Precinct 1 received funds for a printer. A printer stopped working so the department had been using a loaner printer from Information Technology so a permanent replacement is necessary. Cost of this department improvement to the Justice Court Technology Fund is \$456 in one-time expenditures.

The Justice of the Peace - Shared received funds for equipment related to two new magistration clerk positions. Cost of this department improvement to the Justice Court Technology Fund is \$7,246 in one-time expenditures.

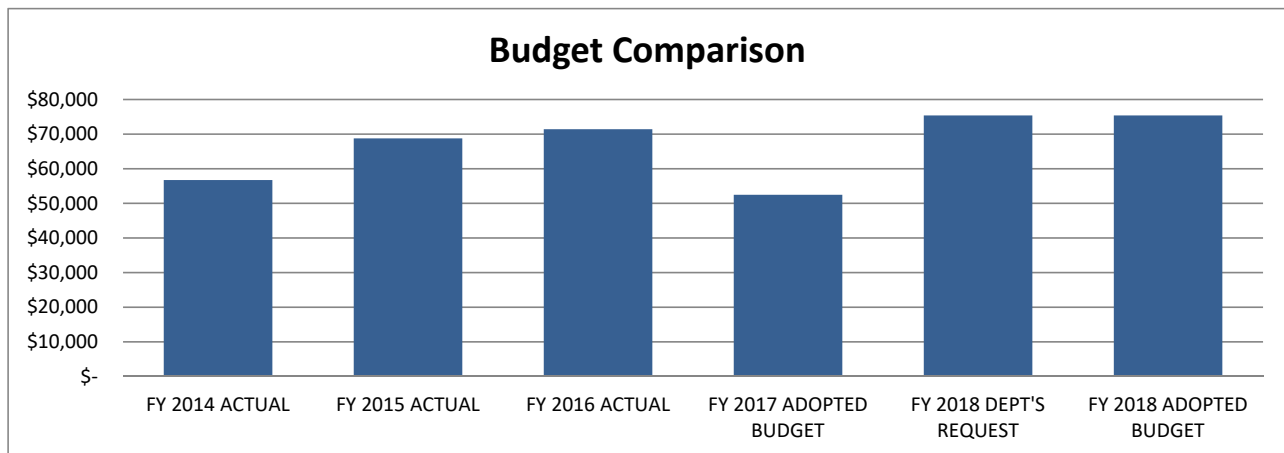
The Justice of the Peace Precinct 3-1 received funds for training and a printer related to a new Legal Clerk II position. Cost of this department improvement to the Justice Court Technology Fund is \$750 in recurring and \$529 in one-time expenditures.

# FY 2018 Adopted Budget Summary

# Judicial Appellate Fund

## EXPENDITURES

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TRAINING</b>   | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>OPERATIONS</b> | \$ 56,741         | \$ 68,757         | \$ 71,419         | \$ 52,470                    | \$ -              | \$ 75,400                    | \$ 75,400                    |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | \$ 56,741         | \$ 68,757         | \$ 71,419         | \$ 52,470                    | \$ -              | \$ 75,400                    | \$ 75,400                    |



# FY 2018 Adopted Budget Summary

Law Library

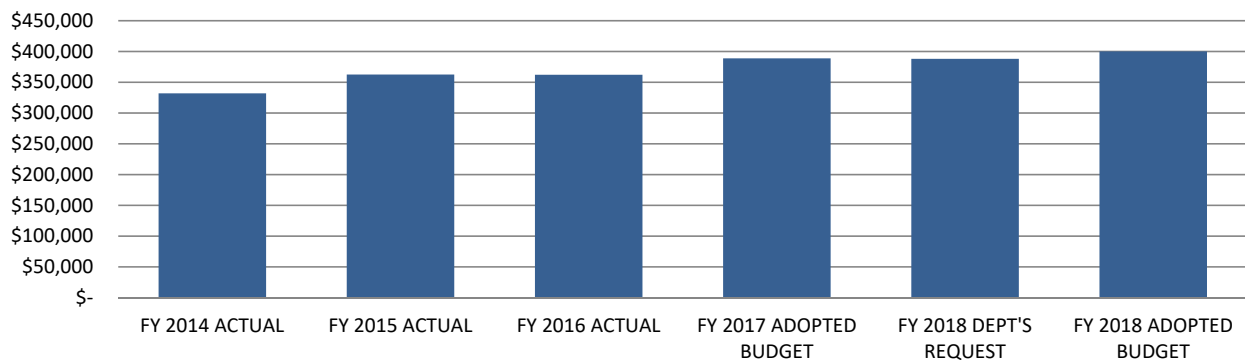
## EXPENDITURES

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 146,213        | \$ 161,504        | \$ 158,448        | \$ 165,071                   | \$ 156,626        | \$ 164,317                   | \$ 176,377                   |
| <b>TRAINING</b>   | \$ 1,189          | \$ 2,572          | \$ 2,383          | \$ 3,000                     | \$ 3,000          | \$ 3,250                     | \$ 3,250                     |
| <b>OPERATIONS</b> | \$ 184,584        | \$ 198,555        | \$ 201,412        | \$ 220,793                   | \$ 179,916        | \$ 220,543                   | \$ 220,543                   |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | \$ 331,987        | \$ 362,631        | \$ 362,242        | \$ 388,864                   | \$ 339,542        | \$ 388,110                   | \$ 400,170                   |

## PERSONNEL

|                            | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|----------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b> |                    |                    |                    |                   |                              |                    |
| Assistant Law Librarian    | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| Law Librarian              | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| <b>PART-TIME POSITIONS</b> |                    |                    |                    |                   |                              |                    |
| Assistant Law Librarian    | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| <b>TOTAL</b>               | 3                  | 3                  | 3                  | 3                 | 0                            | 3                  |

## Budget Comparison



## PURPOSE

The Collin County Law Library was created by the Collin County Commissioners Court pursuant to Local Government Code Section 323.021. The law library's mission is to serve at a place that is both convenient and accessible and to maintain a legal reference for the judges, litigants, and the residents of Collin County. The Law Library Fund is provided by fees collected in connection with civil suit filings.

## MAJOR PROGRAMS

### REFERENCE SERVICES

Provide reference services to the judges, litigants, and the residents of Collin County in a quality manner and in a cost efficient way.

#### FY 2018 Goals & Objectives

- Provide prompt research services to library patrons.
- Provide online and print legal support for judges, litigants, and the residents of Collin County to enhance access to current legal information.

| PERFORMANCE MEASURES               | FY 2013<br>ACTUAL | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ESTIMATE |
|------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| # of Walk-In Encounters            | 10,952            | 11,472            | 11,349            | 11,723            | 11,770            | 11,800              |
| # of Phone Requests                | 3,032             | 2,009             | 1,582             | 1,788             | 1,744             | 1,700               |
| # of Email Requests                | 1,074             | 578               | 326               | 294               | 161               | 150                 |
| # of Attorney/Clerk/Court Requests | 4,541             | 5,065             | 4,742             | 4,554             | 3,629             | 4,000               |
| # of Website Visitors              | 28,208            | 20,002            | 20,402            | 22,274            | 22,847            | 23,000              |
| # of Website Visits                | 28,582            | 20,200            | 20,670            | 22,555            | 23,115            | 23,500              |

## COLLECTION MAINTENANCE

To fulfill the statutory requirement to maintain a county law library at the county seat.

#### FY 2018 Goals & Objectives

- Maintain and grow the print and electronic collection through the acquisition of books, periodicals, and other library materials for use by patrons.
- Produce a quarterly newsletter to provide the public with current legal information and information on updates to the law library collection.

## COUNTY AND STATE RESOURCE INFORMATION

To maintain a current listing of resources for legal assistance and/or information at both the county and state level.

#### FY 2018 Goals & Objectives

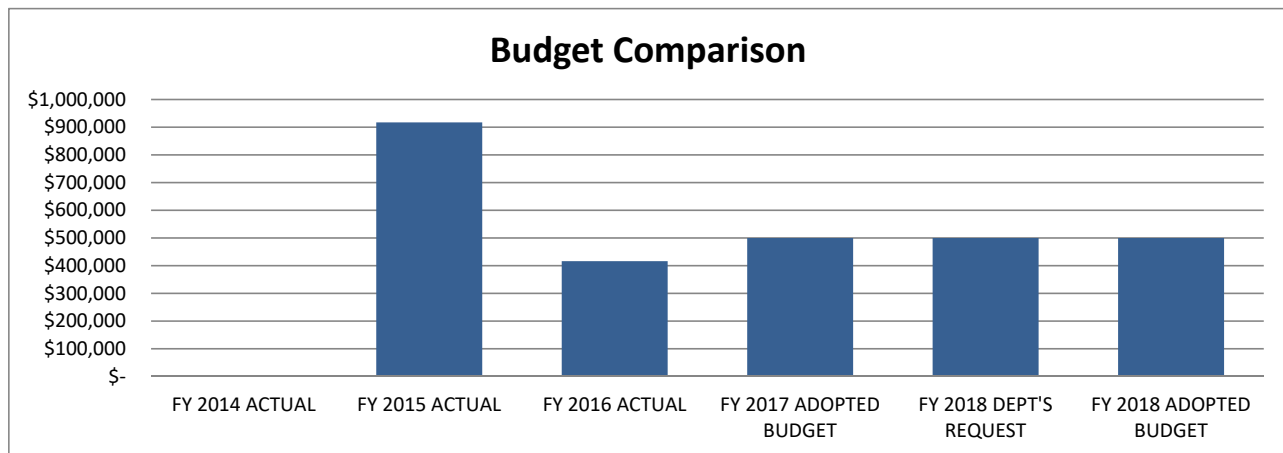
- Review current resources and search out additional resources to be included in the law library resource guide and the quarterly newsletter.

## SPECIAL PROJECTS / TRAINING

To provide an updated fee schedule for the Commissioners and the public to be aware of newly adopted filing fees.

## EXPENDITURES

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TRAINING</b>   | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>OPERATIONS</b> | \$ -              | \$ 917,425        | \$ 416,245        | \$ 500,000                   | \$ -              | \$ 500,000                   | \$ 500,000                   |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | \$ -              | \$ 917,425        | \$ 416,245        | \$ 500,000                   | \$ -              | \$ 500,000                   | \$ 500,000                   |



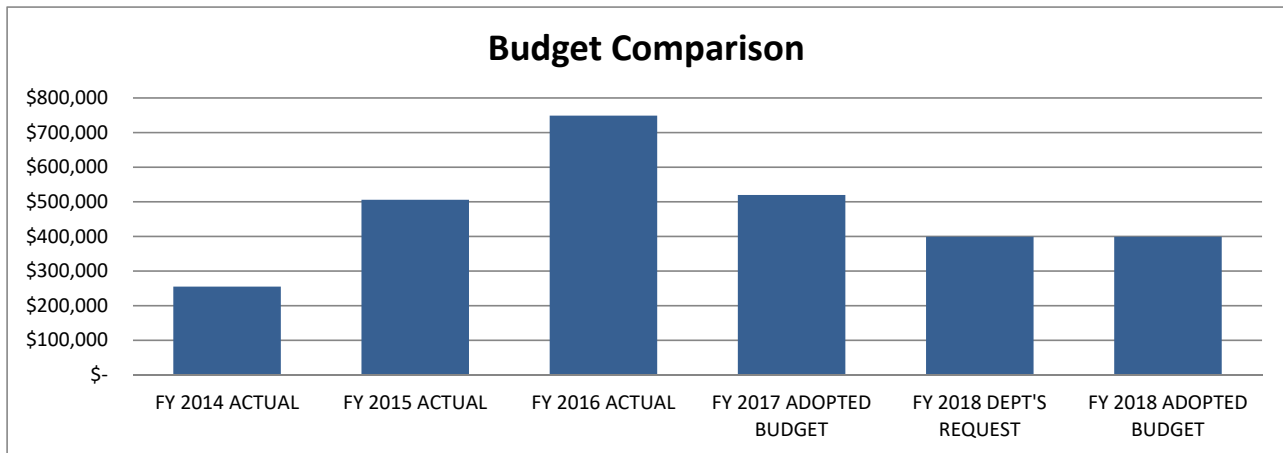
# **FY 2018 Adopted Budget Summary**

# **Records Mgmt. & Preservation**

- Records

## **EXPENDITURES**

|                   | <b>FY 2014<br/>ACTUAL</b> | <b>FY 2015<br/>ACTUAL</b> | <b>FY 2016<br/>ACTUAL</b> | <b>FY 2017<br/>ADOPTED<br/>BUDGET</b> | <b>FY 2017<br/>ACTUAL</b> | <b>FY 2018<br/>DEPT'S<br/>REQUEST</b> | <b>FY 2018<br/>ADOPTED<br/>BUDGET</b> |
|-------------------|---------------------------|---------------------------|---------------------------|---------------------------------------|---------------------------|---------------------------------------|---------------------------------------|
| <b>SALARIES</b>   | \$ -                      | \$ -                      | \$ -                      | \$ -                                  | \$ -                      | \$ -                                  | \$ -                                  |
| <b>TRAINING</b>   | \$ -                      | \$ -                      | \$ -                      | \$ -                                  | \$ -                      | \$ -                                  | \$ -                                  |
| <b>OPERATIONS</b> | \$ 211,952                | \$ 124,001                | \$ 381,977                | \$ 439,780                            | \$ 305,781                | \$ 399,380                            | \$ 399,380                            |
| <b>CAPITAL</b>    | \$ 43,197                 | \$ 381,905                | \$ 366,994                | \$ 79,977                             | \$ 75,600                 | \$ -                                  | \$ -                                  |
| <b>TOTAL</b>      | <b>\$ 255,148</b>         | <b>\$ 505,906</b>         | <b>\$ 748,971</b>         | <b>\$ 519,757</b>                     | <b>\$ 381,381</b>         | <b>\$ 399,380</b>                     | <b>\$ 399,380</b>                     |



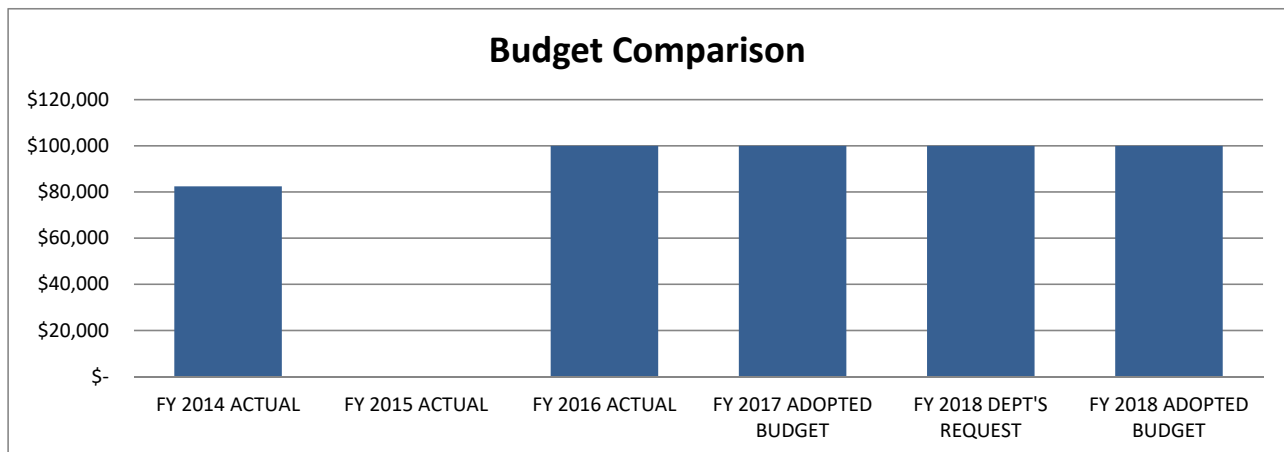
# **FY 2018 Adopted Budget Summary**

# **Records Mgmt. & Preservation**

District Clerk

## **EXPENDITURES**

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TRAINING</b>   | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>OPERATIONS</b> | \$ -              | \$ -              | \$ 100,000        | \$ 100,000                   | \$ -              | \$ 100,000                   | \$ 100,000                   |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TRANSFERS</b>  | \$ 82,443         | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | \$ 82,443         | \$ -              | \$ 100,000        | \$ 100,000                   | \$ -              | \$ 100,000                   | \$ 100,000                   |



**PURPOSE**

The District Clerk is a constitutional office created for the custodial care and management of all the District Courts' legal records, filings and indexes. This is accomplished by providing programs for the efficient and cost-effective management of the records for the District Courts of Collin County. The District Clerk is statutorily bound to retain records for minimum periods of time as set forth by the Texas State Library and Archives Commission. The Records Management and Preservation Fund is funded by the collection of statutorily required fees added to certain types of cases filed in the District Clerk's office.

**FY 2018 Goals and Objectives**

- Capture and digitize documents for ease of use by the courts and the public.
- Preserve documents and conduct restoration activities.

# FY 2018 Adopted Budget Summary

# Records Management

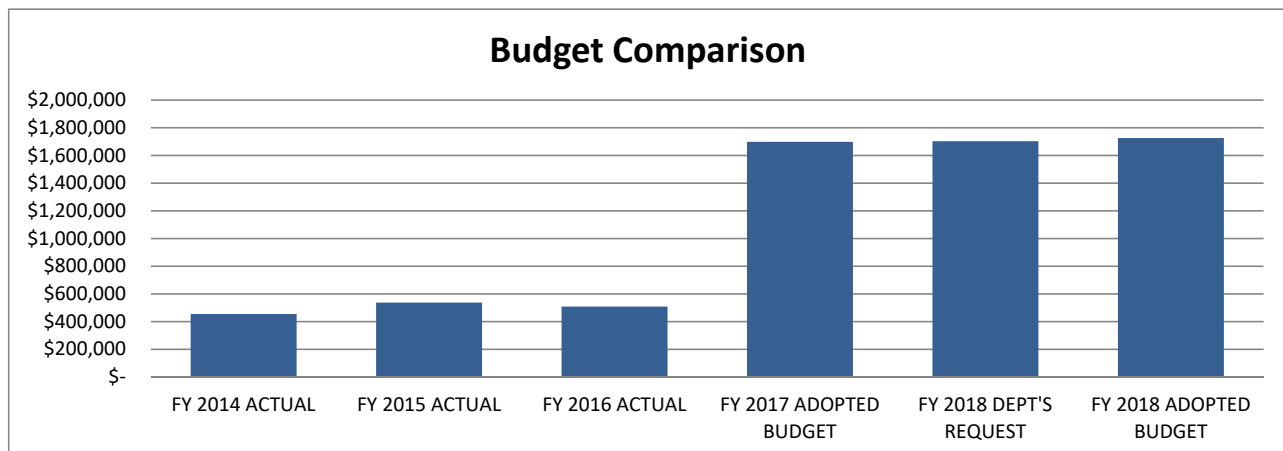
County Clerk

## EXPENDITURES

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ 279,803        | \$ 308,485        | \$ 317,692        | \$ 342,950                   | \$ 340,948        | \$ 342,267                   | \$ 365,645                   |
| <b>TRAINING</b>   | \$ 1,383          | \$ 1,810          | \$ -              | \$ 22,891                    | \$ 1,953          | \$ 22,891                    | \$ 22,891                    |
| <b>OPERATIONS</b> | \$ 173,930        | \$ 206,333        | \$ 186,444        | \$ 1,332,315                 | \$ 171,192        | \$ 1,337,550                 | \$ 1,337,550                 |
| <b>CAPITAL</b>    | \$ -              | \$ 20,990         | \$ 4,711          | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | \$ 455,116        | \$ 537,618        | \$ 508,847        | \$ 1,698,156                 | \$ 514,093        | \$ 1,702,708                 | \$ 1,726,086                 |

## PERSONNEL

|                            | FY 2015<br>ADOPTED | FY 2016<br>ADOPTED | FY 2017<br>ADOPTED | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED |
|----------------------------|--------------------|--------------------|--------------------|-------------------|------------------------------|--------------------|
| <b>FULL-TIME POSITIONS</b> |                    |                    |                    |                   |                              |                    |
| Deputy County Clerk I      | 3                  | 3                  | 2                  | 2                 |                              | 2                  |
| Deputy County Clerk II     | 1                  | 1                  | 2                  | 2                 |                              | 2                  |
| Functional Analyst         | 1                  | 1                  | 1                  | 1                 |                              | 1                  |
| <b>TOTAL</b>               | 5                  | 5                  | 5                  | 5                 | 0                            | 5                  |



**DEPARTMENT IMPROVEMENTS**

The County Clerk Records Management received funds for Granicus software maintenance. Software maintenance for the Granicus AiLIS public search database increased. Cost of this department improvement to the Records Management fund is \$2,258 in recurring expenditures.

The County Clerk Records Management received funds for Granicus redaction software maintenance. Software maintenance for Granicus redaction increased. Cost of this department improvement to the Records Management fund is \$2,586 in recurring expenditures.

The County Clerk Records Management received funds for Cannon software maintenance. Software maintenance for land plotter increased. Cost of this department improvement to the Records Management fund is \$260 in recurring expenditures.

The County Clerk Records Management received funds for Fidler software maintenance. Software maintenance for Fidler (Property Fraud Alert) increased. Cost of this department improvement to the Records Management fund is \$121 in recurring expenditures.

The County Clerk Records Management received funds for Technique Data software maintenance. Software maintenance for immediate deposit of checks increased. Cost of this department improvement to the Records Management fund is \$10 in recurring expenditures.

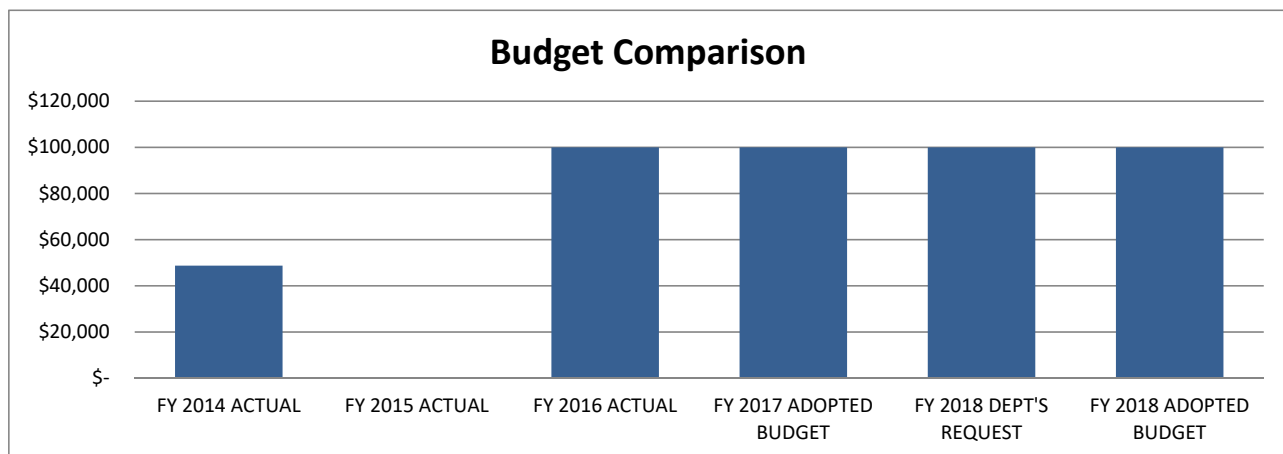
# FY 2018 Adopted Budget Summary

# Records Technology Fund

District Court

## EXPENDITURES

|                   | FY 2014<br>ACTUAL | FY 2015<br>ACTUAL | FY 2016<br>ACTUAL | FY 2017<br>ADOPTED<br>BUDGET | FY 2017<br>ACTUAL | FY 2018<br>DEPT'S<br>REQUEST | FY 2018<br>ADOPTED<br>BUDGET |
|-------------------|-------------------|-------------------|-------------------|------------------------------|-------------------|------------------------------|------------------------------|
| <b>SALARIES</b>   | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TRAINING</b>   | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>OPERATIONS</b> | \$ -              | \$ -              | \$ 100,000        | \$ 100,000                   | \$ -              | \$ 100,000                   | \$ 100,000                   |
| <b>CAPITAL</b>    | \$ -              | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TRANSFER</b>   | \$ 48,743         | \$ -              | \$ -              | \$ -                         | \$ -              | \$ -                         | \$ -                         |
| <b>TOTAL</b>      | \$ 48,743         | \$ -              | \$ 100,000        | \$ 100,000                   | \$ -              | \$ 100,000                   | \$ 100,000                   |



**PURPOSE**

The District Clerk is a constitutional office created for the custodial care and management of all the District Courts' legal records, filings, and indexes. This is accomplished by providing programs for the efficient and cost effective management of the records for the District Courts of Collin County. The District Clerk is bound statutorily to retain records for minimum periods of time as set forth by the Texas State Library and Archives Commission. The Records Technology Fund is funded by fees collected when a suit is filed with the District Clerk's office.

**FY 2018 Goals & Objectives**

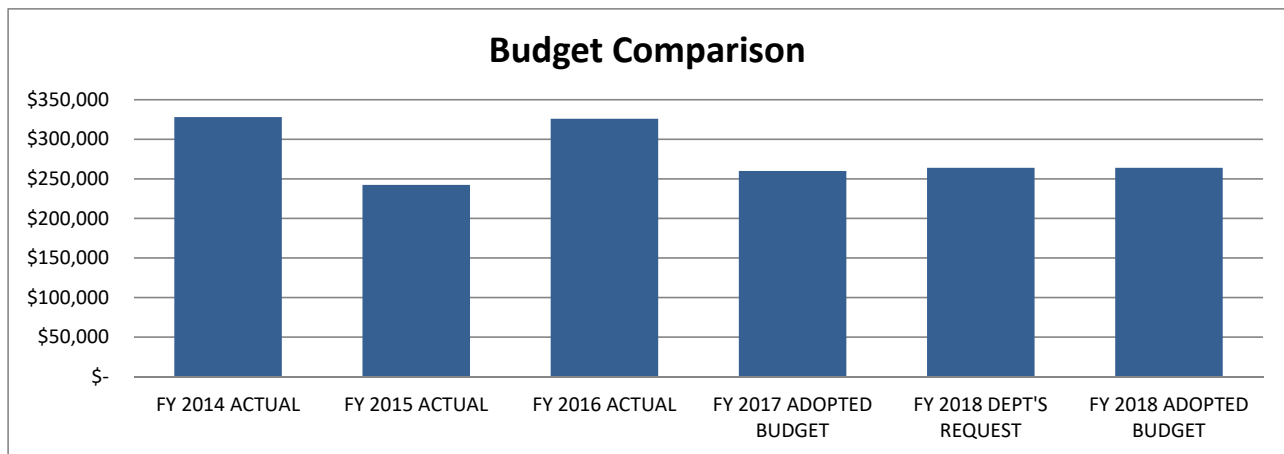
- Capture and digitize documents for ease of use by the courts and the public.
- Preserve documents and conduct restoration activities.

# **FY 2018 Adopted Budget Summary**

# **Substitute Court Reporters**

## **EXPENDITURES**

|                   | <b>FY 2014<br/>ACTUAL</b> | <b>FY 2015<br/>ACTUAL</b> | <b>FY 2016<br/>ACTUAL</b> | <b>FY 2017<br/>ADOPTED<br/>BUDGET</b> | <b>FY 2017<br/>ACTUAL</b> | <b>FY 2018<br/>DEPT'S<br/>REQUEST</b> | <b>FY 2018<br/>ADOPTED<br/>BUDGET</b> |
|-------------------|---------------------------|---------------------------|---------------------------|---------------------------------------|---------------------------|---------------------------------------|---------------------------------------|
| <b>SALARIES</b>   | \$ -                      | \$ -                      | \$ -                      | \$ -                                  | \$ -                      | \$ -                                  | \$ -                                  |
| <b>TRAINING</b>   | \$ -                      | \$ -                      | \$ -                      | \$ -                                  | \$ -                      | \$ -                                  | \$ -                                  |
| <b>OPERATIONS</b> | \$ 328,107                | \$ 242,379                | \$ 326,017                | \$ 260,000                            | \$ 217,020                | \$ 264,000                            | \$ 264,000                            |
| <b>CAPITAL</b>    | \$ -                      | \$ -                      | \$ -                      | \$ -                                  | \$ -                      | \$ -                                  | \$ -                                  |
| <b>TOTAL</b>      | <b>\$ 328,107</b>         | <b>\$ 242,379</b>         | <b>\$ 326,017</b>         | <b>\$ 260,000</b>                     | <b>\$ 217,020</b>         | <b>\$ 264,000</b>                     | <b>\$ 264,000</b>                     |





## **CAPITAL IMPROVEMENT PROGRAM**

## **Introduction**

### **Definition of a Capital Improvement**

Collin County defines a Capital Improvement as an investment of public funds into infrastructure projects that add value to the physical assets or increase their useful life. Improvements include major construction, acquisition, and renovations. While normal capital expenditures are defined as individual purchases with a value of \$5,000 or more, Capital Improvements are not defined using a dollar threshold but instead are those funded with debt and that fall in one of the five project types listed below:

- City Roads
- County Roads
- Facilities
- Open Space
- Tax Notes

Each of these project types are described in detail starting on Page 423 in the section titled “Impact on the Operating Budget”. The Capital Improvement Program is a multi-year infrastructure plan which matches the County’s highest priority capital needs while balancing the County’s financial constraints. The total budget for Capital Improvement Projects in FY 2018 is \$76,767,465 and a break down by project group can be found on Page 427 in Table 12. The individual project details begin on Page 431.

### **Capital Improvement Financing**

Collin County issues general obligation bonds and tax notes to finance major capital projects. Capital Projects funded with bonds or other indebtedness will be managed during construction by a multiyear budget.

General Obligation (G.O.) bonds are municipal bonds backed by the credit and taxing power of the County. Collin County utilizes these types of bonds for funding all types of capital projects with the exception of information technology improvements.

Tax notes, or Tax Anticipation Notes, are short term debt instruments used to finance projects before tax revenues are received. Once the County receives the taxes the debts are repaid according to the repayment schedule. Collin County utilizes tax notes for large information technology county-wide projects.

### **Debt Policy**

The County’s legal limits on debt are stated in the Constitution of the State of Texas, Article 3, Section 52. It says that by an affirmative vote of two-thirds majority of the voting qualified voters of the county, the County may issue bonds or otherwise lend its credit in any amount not to exceed one-fourth of the assessed valuation of the real property of the County. The County

must set up a sinking fund and levy and collect taxes to pay the interest and principal of the annual required debt service until the debt is retired.

While Collin County does not have a formal debt policy, Collin County tries to keep the debt portion of the tax rate at no more than 5.5 cents of the tax rate or no more than 30% of the total tax rate. The County's debt limit is 25% of assessed value of real property. The assessed value of the real property in the County is \$114 Billion and one quarter of this amount is \$28.5 Billion. The total debt of the County is \$352.3 Million to be paid over the years until 2036. Both bond-rating agencies have rated the County the highest possible, with Moody's Investors Services rating Collin County their highest rating of AAA and Standard and Poor's rating the County at AAA.

The County relies on the advice of a professional outside financial advisor and its own financial officers about when it is advisable to issue new debt. A guiding principle on the issuance of new debt is the desire of the County to continue to maintain AAA bond ratings. We are well within the permissible limits set out by these advisors to continue with this goal.

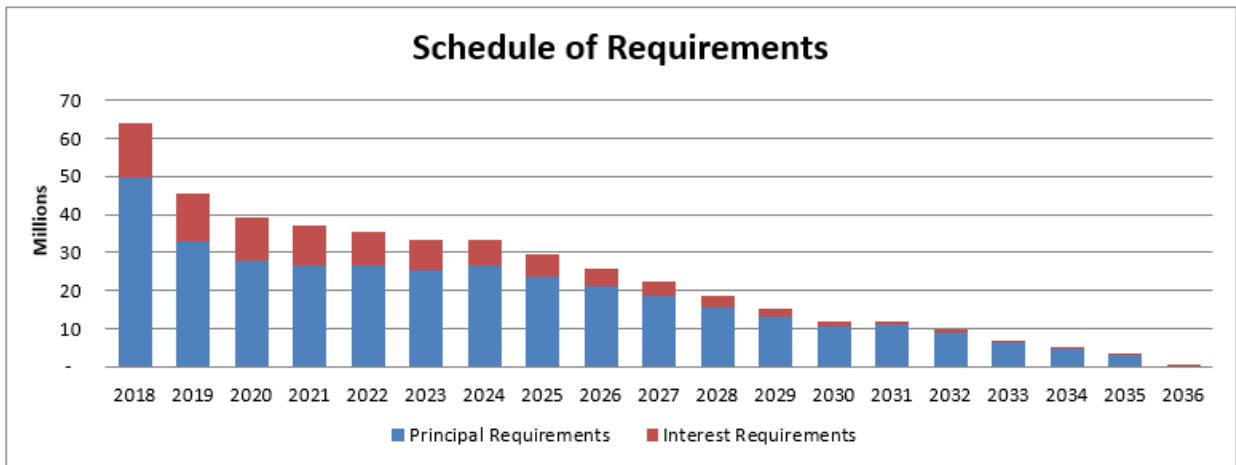
### Schedule of Debt Requirements

#### **All Bond Issues**

Table 6 – Schedule of Requirements

|      | <b>PRINCIPAL<br/>REQUIREMENTS</b> | <b>INTEREST<br/>REQUIREMENTS</b> | <b>TOTAL<br/>REQUIREMENTS</b> |
|------|-----------------------------------|----------------------------------|-------------------------------|
| 2018 | 49,550,000                        | 14,458,931                       | 64,008,931                    |
| 2019 | 32,960,000                        | 12,700,286                       | 45,660,286                    |
| 2020 | 27,720,000                        | 11,440,426                       | 39,160,426                    |
| 2021 | 26,745,000                        | 10,301,372                       | 37,046,372                    |
| 2022 | 26,385,000                        | 9,144,864                        | 35,529,864                    |
| 2023 | 25,485,000                        | 7,964,647                        | 33,449,647                    |
| 2024 | 26,700,000                        | 6,776,354                        | 33,476,354                    |
| 2025 | 23,705,000                        | 5,635,220                        | 29,340,220                    |
| 2026 | 21,270,000                        | 4,563,029                        | 25,833,029                    |
| 2027 | 18,575,000                        | 3,597,819                        | 22,172,819                    |
| 2028 | 15,680,000                        | 2,789,238                        | 18,469,238                    |
| 2029 | 13,045,000                        | 2,123,404                        | 15,168,404                    |
| 2030 | 10,410,000                        | 1,610,794                        | 12,020,794                    |
| 2031 | 10,870,000                        | 1,167,663                        | 12,037,663                    |
| 2032 | 8,950,000                         | 752,200                          | 9,702,200                     |
| 2033 | 6,565,000                         | 433,209                          | 6,998,209                     |
| 2034 | 4,730,000                         | 209,731                          | 4,939,731                     |
| 2035 | 2,850,000                         | 60,359                           | 2,910,359                     |
| 2036 | 145,000                           | 2,175                            | 147,175                       |

Figure 12 – Schedule of Requirements



### Bond Elections

#### **2003 Bond Status**

Each 2003 bond proposition was developed by a citizens committee, which evaluated and determined viable projects for the program. Committee members were nominated by the Commissioners Court and included representatives from municipalities and unincorporated areas of the County. Engineers, architects, urban planners and other specialists supported the committee. The mission of the citizens’ committee was to make recommendations that would enhance the quality of life in Collin County while taking into consideration the County’s future growth. After months of meetings, the committee made recommendations to the Commissioners Court on which projects they would like to see considered as a part of the 2003 Bond Program.

On November 3, 2003, Collin County called a bond election totaling \$229 million on three propositions. Proposition One was to issue bonds in the amount of \$142 million for construction, maintenance and operation of roads and turnpikes throughout the County, including participation in the cost of joint State Highway and joint city projects. Proposition Two was to issue bonds in the amount of \$11 million for the purpose of acquiring and improving land for park and open space purposes, including joint county-city projects. Proposition Three was to issue bonds in the amount of \$76 million to acquire, construct, improve, renovate and equip juvenile and adult detention facilities, including court facilities and acquisition of land. The voters of Collin County approved all three propositions. The schedule for the construction of the projects approved in this bond election was coordinated with the County’s Debt Management Plan to ensure that projected capital funding requirements were consistent with plans for the sale of authorized General Obligation bonds and tax notes.

#### **2003 Tax Notes**

In addition to the \$229,000,000 from the 2003 Bond Program, short-term debt was sold to fund important acquisitions and projects for the County. Some of the items funded with short-term

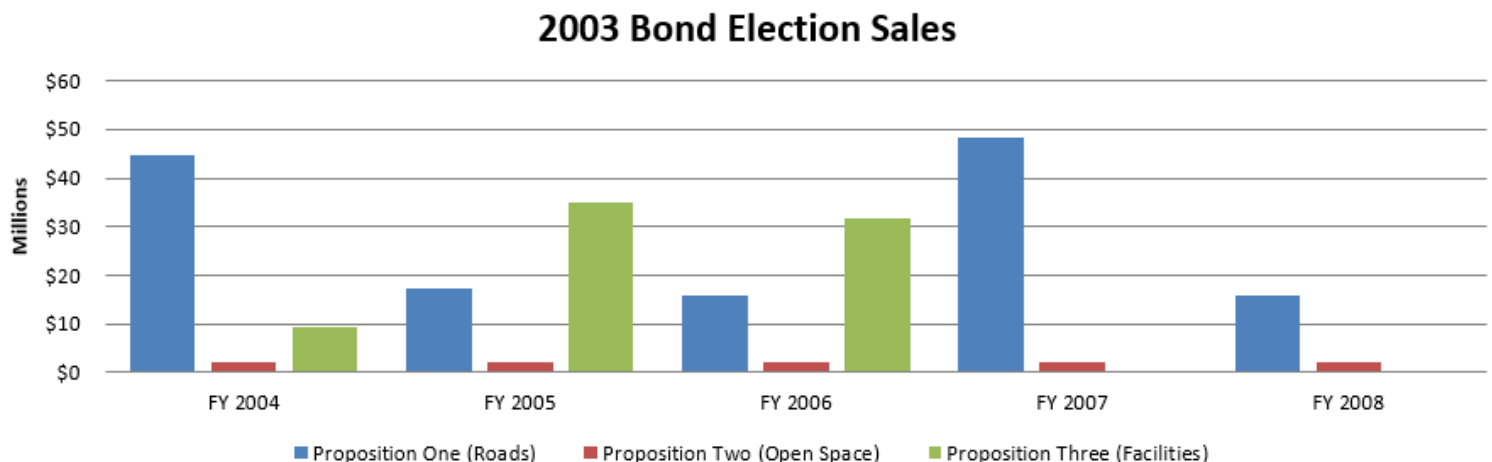
tax notes include court imaging, the web project, fiber and the voice over internet protocol phone system. \$25,000,000 in short term debt was sold to purchase an Enterprise Resource Planning System and a Judicial System. The Enterprise Resource Planning System will include accounting, reporting, purchasing, human resources, budgeting, fleet, building permits and other core software needs. The new Judicial System integrates the District, County and Justice of the Peace Courts with the District and County Clerks offices as well as the District Attorney.

### 2003 Bond Election Sales

Table 7 – 2003 Bond Election Sales by Year

|                                | FY 2004             | FY 2005             | FY 2006             | FY 2007             | FY 2008             | Total                |
|--------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|----------------------|
| Proposition One (Roads)        | \$44,550,000        | \$17,360,000        | \$15,920,000        | \$48,190,000        | \$15,980,000        | \$142,000,000        |
| Proposition Two (Open Space)   | \$2,200,000         | \$2,200,000         | \$2,200,000         | \$2,200,000         | \$2,200,000         | \$11,000,000         |
| Proposition Three (Facilities) | <u>\$9,250,000</u>  | <u>\$35,150,000</u> | <u>\$31,600,000</u> | <u>\$0</u>          | <u>\$0</u>          | <u>\$76,000,000</u>  |
| Total                          | <u>\$56,000,000</u> | <u>\$54,710,000</u> | <u>\$49,720,000</u> | <u>\$50,390,000</u> | <u>\$18,180,000</u> | <u>\$229,000,000</u> |

Figure 13 – 2003 Bond Election Sales



### 2007 Bond Status

On November 6, 2007, Collin County called a bond election totaling \$328.9 million on three propositions. The Commissioners Court set the funding for the 2007 Transportation Bond at \$235.6 million, the Facilities Bond at \$76.3 million and the Parks & Open Space Bond at \$17 million.

The 2007 bond propositions were developed by citizen committees, which evaluated and determined viable projects for the program. Committee members were nominated by the Commissioners Court and include representatives from municipalities and unincorporated areas of the county. The committees were supported by engineers, architects, urban planners and other specialists. The mission of the citizen committees was to make recommendations

that would enhance Collin County residents' quality of life, while taking into consideration the county's future growth. After months of meetings, the committees made recommendations to the Commissioners Court on which projects would be considered as part of the 2007 Bond Program.

The transportation bond funded 113 projects that represent transportation needs in Collin County, including roads within both city limits and in unincorporated areas. An additional 67 projects have been identified and have been funded under this bond program. For transportation improvements within any city's jurisdiction, the county's participation is a fixed amount, so cost overruns will not result in an increase in the county's share of the cost. In order to encourage local participation, county funding will not exceed 50% of a project's total cost. Should a city be unable to provide matching funds to pay for a project within its jurisdiction, the county's contribution from this bond program will be diverted to another approved project.

The transportation bond committee relied heavily on the cities' recommendations in developing the list of road projects to fund. In addition, extensive traffic, population and commerce projections were collected from the North Central Texas Council of Governments in order to develop future county mobility needs. Collin County is one of the fastest growing areas in Texas in terms of population and business, now and in the foreseeable future, and our transportation needs reflect this increasing pressure on our infrastructure.

The facilities bond funded four facilities projects: expansion of the county courthouse, construction of a new juvenile alternative education facility, expansion of the juvenile detention facility, and expansion of the adult minimum security detention facility. The second phase of the new courthouse expansion has allowed court administrative offices and county courts-at-law in the older courthouses to acquire needed additional space in a centralized location. The expansion included an upgrade to the Central Plant (new piping, heat exchangers, a chiller and a cooling tower), the addition of 170,000 square feet of office space, which opened in August 2011, and remodeling of the existing office space to Courtrooms.

The facilities bond program has also provided funds for a new Juvenile Justice Alternative Education Facility, which meets current and future needs for the education and mainstreaming of troubled youth. The school was located in temporary office space at the University Drive Courthouse, and was inadequate as a secure and monitored school environment for the current enrollment. The new permanent facility is located on the county government campus on Community Drive. Construction began for the new Juvenile Justice Alternative Education Facility in 2010 and opened in the summer of 2011.

The third component of the Facilities bond program is the expansion of the adult minimum security detention center. The center, located adjacent to the Sheriff's Department and the Collin County Jail complex, will double its bed space to meet projected needs. Expansion of the Collin County Minimum Security Detention Center is projected to cost \$10.2 million. The expansion of the Minimum Security Detention Center is currently on hold. The County continues to monitor daily inmate population and will start this project when the statistics show it will be needed.

Finally, the facilities bond program will fund an expansion of the Juvenile Detention Facility in order to meet projected county population growth. The construction of an additional 48-bed housing unit (bringing the total bed count to 192) is estimated at \$8,500,000. The expansion of the Juvenile Detention expansion is currently on hold. The County continues to monitor monthly population and will start this project when the statistics show it will be needed.

For parks improvements throughout the county, bond proceeds will be used assist cities to acquire land for open space and recreational facilities and to construct and improve parks and recreational opportunities within the county, but not necessarily owned by the County. Bond proceeds will provide 50% of the funding for each eligible project, with the balance provided by cities and non-profit organizations.

The 1999, 2003, and 2007 parks and open space bond programs have returned over twice the investment of funds into them. A total of \$29,344,488.25 has been awarded since 1999.

The voters of Collin County approved all three propositions. The schedule for the construction of the projects approved in this bond election will be coordinated with the County's Debt Management Plan to ensure that projected capital funding requirements are consistent with plans for the sale of authorized General Obligation bonds and tax notes. Funding for these three programs was set based on anticipated bond capacity necessary without raising County taxes.

### 2007 Bond Election Sales

Table 8 – 2007 Bond Election Sales by Year

|                         | FY 2008                    | FY 2009                    | FY 2011                    | FY 2012                    | FY 2013                    | FY 2014                    | FY 2015                    | FY 2016                    |
|-------------------------|----------------------------|----------------------------|----------------------------|----------------------------|----------------------------|----------------------------|----------------------------|----------------------------|
| Transportation Bond     | \$25,020,000               | \$15,835,000               | \$28,490,000               | \$36,500,000               | \$28,000,000               | \$27,500,000               | \$43,473,000               | \$30,782,000               |
| Facilities Bond         | \$4,500,000                | \$26,000,000               | \$0                        | \$0                        | \$0                        | \$0                        | \$0                        | \$0                        |
| Parks & Open Space Bond | <u>\$0</u>                 | <u>\$2,400,000</u>         | <u>\$2,100,000</u>         | <u>\$3,500,000</u>         | <u>\$2,200,000</u>         | <u>\$2,200,000</u>         | <u>\$2,300,000</u>         | <u>\$2,300,000</u>         |
|                         | <u><b>\$29,520,000</b></u> | <u><b>\$44,235,000</b></u> | <u><b>\$30,590,000</b></u> | <u><b>\$40,000,000</b></u> | <u><b>\$30,200,000</b></u> | <u><b>\$29,700,000</b></u> | <u><b>\$45,773,000</b></u> | <u><b>\$33,082,000</b></u> |

### 2007 & Future Bond Election Projected Sales

Table 9 – 2007 & Future Projected Bond Sales by Year

|                         | FY 2017    | FY 2018    | FY 2019    | Future       | Total               |
|-------------------------|------------|------------|------------|--------------|---------------------|
| Transportation Bond     | \$0        | \$0        | \$0        | \$0          | \$235,600,000       |
| Facilities Bond         | \$0        | \$0        | \$0        | \$17,700,000 | \$48,200,000        |
| Parks & Open Space Bond | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u>   | <u>\$17,000,000</u> |
|                         | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> | \$17,700,000 | \$300,800,000       |



## **Plans for the Future**

Collin County has not had a bond election since 2007. In FY 2017 the Commissioners' Court discussed the possibility of a new transportation bond election, but no decision was made on the timing and magnitude of an election. With no election scheduled and the remaining authorization funds for facility projects on hold, no additional debt is scheduled to be sold at this point in time.

### **Impact on the Operating Budget**

Collin County has five types of active capital projects: city roads, county roads, facilities, open space and tax notes. Below is a breakdown of what is included in each type along with any operating or maintenance expense that could result from each project type.

#### **City Road Projects**

City road projects are participation projects with cities to assist with funding roads within their jurisdiction and make up the largest portion of road projects. These consist of rebuilding bridges, improving roads and the purchase of right of way. Since these roads do not belong to the County, the County has no ongoing maintenance cost. The cities are responsible for maintaining these roads.

#### **County Road Projects**

County road projects consist of County Bridges, County Regional and County Rural roads on the County's Thoroughfare Plan. County bridge projects are replacement projects for existing bridges and drainage improvements in Collin County and so do not require budgeting any additional maintenance. County Regional projects span across multiple jurisdictions and are mainly made up of highways and arterials that help get people to and from the highway systems. These projects are overseen by the State of Texas as well as NTTA and include new arterials, right of way participation with cities as well as TxDOT, and road improvements. Regional roads are maintained by the state or the NTTA if they are tollways and so the County has no maintenance responsibility. County Rural roads are roads as well as some bridges that fall in the unincorporated areas. Rural projects include road improvements, drainage improvements and right of way acquisition. None of these projects require additional funding for maintenance because the County is not adding additional roadway, but rather improving the existing structures. For every mile of road it costs the County an average of \$4,313 a year to maintain. Included in the FY 2018 budget for existing rural road improvement projects is \$14,341 in the Road and Bridge Fund.

The County has a 50 Mile Program designed to help transition the County from dirt and rock roads to asphalt by converting 50 miles per year until all roads have been converted. Since the inception of this program Public Works has paved over 750 miles and has less than 50 miles remaining to improve. The conversion of these roads to asphalt will ultimately save the County money on maintenance. The cost of re-rocking a road averages \$76,500 per mile and has to be

re-done every 2-4 years depending on the use of the road. Other benefits of converting to asphalt include reduced dust and road material in the air as well as increased safety for drivers in all weather conditions.

### **Facility Projects**

Facility projects consist of improving, expanding or constructing facilities. Expansion of Minimum Security and Juvenile Detention have been put on hold until statistics show they are needed so no operating expenditures will be known until the projects are started. The rest of the facilities projects are ones that have been completed or partially completed and no additional expansions are planned at this time. Maintenance has been included in the annual General Fund budget since the buildings were opened in 2011.

### **Open Space Projects**

Open Space projects are mostly partnerships with cities to assist with the improvements of land for public use for parks and recreation. The County does have a few parks that are maintained by the County such as Myers Park, Parkhill Prairie and Sister Grove. The majority of the parks belong to the cities and do not require County maintenance. Parkhill Prairie and Sister Grove are maintained by caretakers and is budgeted annually in the General Fund. In FY 2018 the contracts total \$16,200 for both parks. Myers Park is maintained by a larger County staff and is also budgeted in the General Fund. The total budget for Myer's Park in FY 2018 is \$701,548 including staff, maintenance and training. While there is an existing budget that includes maintenance for County parks, none of the County park projects are anticipated to have an impact on the operating budget.

### **Tax Notes Projects**

Tax Note projects are information technology projects involving improvements to technology within the County to better serve its citizens. Plans to decommission the I-series and legacy software with the implementation of a new financial system will help to balance expenditures for hardware and software maintenance in FY 2018. Maintenance for all technology is included in the General Fund once the project is live. Maintenance included in the General Fund budget for all Tax Note projects in FY 2018 is \$874,798. Future year estimates are based on contract maximum increases.

### **Discretionary/Contingency Projects**

In addition to the five types is Discretionary and Contingency Projects. During each bond election funding has been set aside for additional projects that might not have been specifically named in the original election as a Tier 1 Priority, but are included as Tier 2 projects should funding become available. These funds are held in a Discretionary account until they have been approved and allocated to a project at which point they become one of the six types of projects. There is no operating impact for these projects because the projects have not been identified yet.

### Operational Impact Summary

Table 10 – Operating Impact by Project Type

| PROJECT GROUP       | FY 2018                 | FY 2019                 | FY 2020                 | FY 2021                   | FY 2022                   | FY 2023                   | FUTURE                    |
|---------------------|-------------------------|-------------------------|-------------------------|---------------------------|---------------------------|---------------------------|---------------------------|
| City Roads          | \$0                     | \$0                     | \$0                     | \$0                       | \$0                       | \$0                       | \$0                       |
| County Roads        | \$0                     | \$0                     | \$0                     | \$0                       | \$0                       | \$0                       | \$0                       |
| Facilities          | \$0                     | \$0                     | \$0                     | \$0                       | \$0                       | \$0                       | \$0                       |
| Open Space          | \$0                     | \$0                     | \$0                     | \$0                       | \$0                       | \$0                       | \$0                       |
| Tax Notes           | <u>\$874,798</u>        | <u>\$915,950</u>        | <u>\$959,056</u>        | <u>\$1,007,009</u>        | <u>\$1,057,359</u>        | <u>\$1,113,313</u>        | <u>\$1,175,521</u>        |
| <b>TOTAL IMPACT</b> | <b><u>\$874,798</u></b> | <b><u>\$915,950</u></b> | <b><u>\$959,056</u></b> | <b><u>\$1,007,009</u></b> | <b><u>\$1,057,359</u></b> | <b><u>\$1,113,313</u></b> | <b><u>\$1,175,521</u></b> |

### Capital Improvement Project Funding Summaries

On the following two pages are summary tables of all of the Capital Improvement Projects. The revenues are broken down by project type while the expenditures are broken down by project group.

Table 11 on Page 426 shows the breakdown of budgeted bond revenues and expenditures by the bond series. There is very little funding still available in the old 1999 and 2001 series. Most of the funding still available from the old series is discretionary funding. This includes the Outdoor Camp funding. The funding will continue to be included in the budget until all remaining funds are allocated and expensed. Much of the 2007 series funding is sitting in active city or county projects that have not been completed for various reasons.

Table 12 on Page 427 shows the project to date budget and expenditures as well as what is available in the various projects for spending. Collin County Capital Improvement Projects are budgeted inception to date rather than annually so the available balance in each project is the budget for the current fiscal year.

Starting on Page 431 the Capital Improvement Projects are broken down into sections by project type with summary tables that are broken down by project groups and then down to the individual project level. The pages that follow the summary tables are the project detail pages. To find an individual project, look at the Project Locator, Table 13, beginning on Page 428. The Project Locator is organized by project group and the page numbers of the individual project are located in the far right column titled "Page Number".

## Project to Date Budget by Bond Series

Table 11 – Budgeted Revenues and Expenditures by Bond Series

| PROJECT TYPE/GROUP                   | 1999<br>BOND SERIES | 2001<br>BOND SERIES | 2003<br>BOND SERIES  | 2007<br>BOND SERIES  |
|--------------------------------------|---------------------|---------------------|----------------------|----------------------|
| <b>BOND REVENUES</b>                 |                     |                     |                      |                      |
| City Roads                           | \$0                 | \$0                 | \$3,845,530          | \$81,855,977         |
| County Roads                         | \$347,434           | \$0                 | \$14,863,486         | \$39,324,870         |
| Facilities                           | \$0                 | \$0                 | \$81,735,170         | \$32,750,245         |
| Open Space                           | \$0                 | \$27,352,954        | \$0                  | \$3,795,268          |
| Tax Notes                            | \$0                 | \$1,580,486         | \$27,671,545         | \$0                  |
| <b>TOTAL REVENUES</b>                | <b>\$347,434</b>    | <b>\$28,933,440</b> | <b>\$128,115,731</b> | <b>\$157,726,360</b> |
| <b>EXPENDITURES BY PROJECT GROUP</b> |                     |                     |                      |                      |
| Adult Detention Facility             | \$0                 | \$0                 | \$20,165,009         | \$0                  |
| City of Allen                        | \$0                 | \$0                 | \$0                  | \$750,000            |
| City of Anna                         | \$0                 | \$0                 | \$0                  | \$971,660            |
| City of Celina                       | \$0                 | \$0                 | \$0                  | \$3,973,868          |
| City of Dallas                       | \$0                 | \$0                 | \$0                  | \$1,347,250          |
| City of Fairview                     | \$0                 | \$0                 | \$0                  | \$132,500            |
| City of Farmersville                 | \$0                 | \$0                 | \$0                  | \$2,000,000          |
| City of McKinney                     | \$0                 | \$0                 | \$0                  | \$9,929,510          |
| City of Melissa                      | \$0                 | \$0                 | \$0                  | \$2,539,880          |
| City of Murphy                       | \$0                 | \$0                 | \$0                  | \$1,162,529          |
| City of Parker                       | \$0                 | \$0                 | \$0                  | \$1,000,000          |
| City of Plano                        | \$0                 | \$0                 | \$3,845,530          | \$43,629,394         |
| City of Princeton                    | \$0                 | \$0                 | \$0                  | \$4,071,986          |
| City of Wylie                        | \$0                 | \$0                 | \$0                  | \$10,347,400         |
| Collin County - Discretionary        | \$347,434           | \$0                 | \$0                  | \$2,358,115          |
| Collin County Regional               | \$0                 | \$0                 | \$14,797,998         | \$32,227,035         |
| Collin County Rural Road             | \$0                 | \$0                 | \$0                  | \$4,021,648          |
| Contingency                          | \$0                 | \$0                 | \$36,488             | \$0                  |
| County Bridges                       | \$0                 | \$0                 | \$29,000             | \$718,072            |
| Courts Facility                      | \$0                 | \$0                 | \$56,896,273         | \$22,665,047         |
| Juvenile Detention Facility          | \$0                 | \$0                 | \$4,673,888          | \$1,000,000          |
| Juvenile Justice Facility            | \$0                 | \$0                 | \$0                  | \$9,085,198          |
| Open Space Grants                    | \$0                 | \$0                 | \$0                  | \$3,795,268          |
| Outdoor Camp                         | \$0                 | \$27,352,954        | \$0                  | \$0                  |
| Tax Notes                            | \$0                 | \$1,580,486         | \$27,671,545         | \$0                  |
| <b>TOTAL EXPENDITURES</b>            | <b>\$347,434</b>    | <b>\$28,933,440</b> | <b>\$128,115,731</b> | <b>\$157,726,360</b> |

## FY 2018 Budgeted Revenues &amp; Expenditures

Table 12 – FY 2018 Budgeted Revenues and Expenditures

| PROJECT TYPE/GROUP                   | PROJECT TO DATE BUDGET | EXPENDITURES         | AVAILABLE BUDGET    |
|--------------------------------------|------------------------|----------------------|---------------------|
| <b>BOND REVENUES</b>                 |                        |                      |                     |
| City Roads                           | \$85,701,507           | \$46,109,018         | \$39,592,489        |
| County Roads                         | \$54,535,790           | \$27,465,046         | \$27,070,744        |
| Facilities                           | \$114,485,415          | \$113,318,773        | \$1,166,642         |
| Open Space                           | \$31,148,222           | \$27,885,084         | \$3,263,138         |
| Tax Notes                            | \$29,252,031           | \$23,577,579         | \$5,674,452         |
| <b>TOTAL REVENUES</b>                | <b>\$315,122,965</b>   | <b>\$238,355,500</b> | <b>\$76,767,465</b> |
| <b>EXPENDITURES BY PROJECT GROUP</b> |                        |                      |                     |
| Adult Detention Facility             | \$20,165,009           | \$20,092,820         | \$72,189            |
| City of Allen                        | \$750,000              | \$0                  | \$750,000           |
| City of Anna                         | \$971,660              | \$0                  | \$971,660           |
| City of Celina                       | \$3,973,868            | \$2,435,694          | \$1,538,174         |
| City of Dallas                       | \$1,347,250            | \$361,168            | \$986,082           |
| City of Fairview                     | \$132,500              | \$0                  | \$132,500           |
| City of Farmersville                 | \$2,000,000            | \$250,000            | \$1,750,000         |
| City of McKinney                     | \$9,929,510            | \$3,955,912          | \$5,973,598         |
| City of Melissa                      | \$2,539,880            | \$1,956,000          | \$583,880           |
| City of Murphy                       | \$1,162,529            | \$997,312            | \$165,217           |
| City of Parker                       | \$1,000,000            | \$0                  | \$1,000,000         |
| City of Plano                        | \$47,474,924           | \$28,249,582         | \$19,225,342        |
| City of Princeton                    | \$4,071,986            | \$3,976,575          | \$95,411            |
| City of Wylie                        | \$10,347,400           | \$3,926,775          | \$6,420,625         |
| Collin County - Discretionary        | \$2,705,549            | \$894,045            | \$1,811,504         |
| Collin County Regional               | \$47,025,033           | \$24,006,511         | \$23,018,522        |
| Collin County Rural Road             | \$4,021,648            | \$1,840,220          | \$2,181,428         |
| Contingency                          | \$36,488               | \$0                  | \$36,488            |
| County Bridges                       | \$747,072              | \$724,269            | \$22,803            |
| Courts Facility                      | \$79,561,320           | \$79,322,274         | \$239,046           |
| Juvenile Detention Facility          | \$5,673,888            | \$4,957,118          | \$716,770           |
| Juvenile Justice Facility            | \$9,085,198            | \$8,946,562          | \$138,636           |
| Open Space Grants                    | \$3,795,268            | \$1,588,683          | \$2,206,585         |
| Outdoor Camp                         | \$27,352,954           | \$26,296,400         | \$1,056,554         |
| Tax Notes                            | \$29,252,031           | \$23,577,579         | \$5,674,452         |
| <b>TOTAL EXPENDITURES</b>            | <b>\$315,122,965</b>   | <b>\$238,355,500</b> | <b>\$76,767,465</b> |

## Project Locator

Table 13 – Project Locator

| PROJECT NUMBER                  | DESCRIPTION                 | PROJECT TYPE | PAGE NUMBER |
|---------------------------------|-----------------------------|--------------|-------------|
| <b>ADULT DETENTION FACILITY</b> |                             |              |             |
| 03JAIL                          | 2003 Bond - Justice Centr   | Facilities   | 473         |
| <b>CITY OF ALLEN</b>            |                             |              |             |
| 07007                           | AL - US 75 from Ridgeview   | City Roads   | 435         |
| <b>CITY OF ANNA</b>             |                             |              |             |
| 07009                           | AN - Mantua Rd from SH 5    | City Roads   | 435         |
| <b>CITY OF CELINA</b>           |                             |              |             |
| 07014                           | CE - CR 5 from DNT Exten    | City Roads   | 436         |
| <b>CITY OF DALLAS</b>           |                             |              |             |
| 070061                          | DA - Intersections          | City Roads   | 436         |
| 07015                           | DA - Preston from Frankford | City Roads   | 437         |
| <b>CITY OF FAIRVIEW</b>         |                             |              |             |
| 07017                           | FV - FM 1378 from Lucas     | City Roads   | 437         |
| <b>CITY OF FARMERSVILLE</b>     |                             |              |             |
| 07020                           | FM - Ext of FM Pkwy frm78   | City Roads   | 438         |
| 07021                           | FM - Ext of Floyd frm 380   | City Roads   | 438         |
| <b>CITY OF MCKINNEY</b>         |                             |              |             |
| 07036                           | MK - FM 543/1461 connectr   | City Roads   | 439         |
| 07039                           | MK - FM1461 from CR127      | City Roads   | 439         |
| 07041                           | MK - SH5/McDnld frm 380     | City Roads   | 440         |
| 07045                           | MK - Lake Forest fr Boyd    | City Roads   | 440         |
| 07048                           | MK - Lake Forest fr Blmdl   | City Roads   | 441         |
| <b>CITY OF MELISSA</b>          |                             |              |             |
| 07049                           | ME - Melissa Rd fr Hwy 5    | City Roads   | 441         |
| 07052                           | ME - Fannin Rd fr Melissa   | City Roads   | 442         |
| <b>CITY OF MURPHY</b>           |                             |              |             |
| 07053                           | MU - Betsy Ln fr FM2551     | City Roads   | 442         |
| <b>CITY OF PARKER</b>           |                             |              |             |
| 07056                           | PA - Chaparral fr Sprnghl   | City Roads   | 443         |
| <b>CITY OF PLANO</b>            |                             |              |             |
| 03046                           | Parker Rd/US75 -Interchn    | City Roads   | 443         |
| 07057                           | PL - Major Thrghfr Rehab    | City Roads   | 444         |
| 07058                           | PL - Intersection Imprvmt   | City Roads   | 444         |
| 07059                           | PL - Toll Rd/Chapl HI Rmp   | City Roads   | 445         |
| 07060                           | PL - Preston & SH 190       | City Roads   | 445         |
| 07061                           | PL - 14th St from K Ave     | City Roads   | 446         |
| 07062                           | PL - Comm Pkwy fr Sprg Ck   | City Roads   | 446         |
| 07066                           | PL - Shiloh Rd from 14th    | City Roads   | 447         |
| 07067                           | PL - Los Rios fr SPInPkwy   | City Roads   | 447         |
| 07068                           | PL - Park Blvd fr Shiloh    | City Roads   | 448         |
| 07070                           | PL - Los Rios fr Jupiter    | City Roads   | 448         |
| 07071                           | PL - Rdgeview Dr from 121   | City Roads   | 449         |
| 07072                           | PL - Intl from Plno Pkwy    | City Roads   | 449         |
| 07075                           | PL - Parker Intrchg @ 75    | City Roads   | 450         |
| 07076                           | PL - Rdgview Dr frm Coit    | City Roads   | 450         |

| CITY OF PRINCETON           |                              |              |     |
|-----------------------------|------------------------------|--------------|-----|
| 07077                       | PN - CR407 frm US 380        | City Roads   | 451 |
| CITY OF WYLIE               |                              |              |     |
| 07091                       | WY - McMillan Rd fr McCre    | City Roads   | 451 |
| 07092                       | WY - Stone Rd fr Akin Ln     | City Roads   | 452 |
| COLLIN COUNTY DISCRETIONARY |                              |              |     |
| 070000                      | Discretionary                | County Roads | 456 |
| 070041                      | CR564 - BR Pilot Grove CK    | County Roads | 456 |
| 070042                      | CR613 - Grove Creek          | County Roads | 457 |
| 070043                      | CR604 - Elm Creek            | County Roads | 458 |
| 070044                      | CR664 - Br Arnold Creek      | County Roads | 459 |
| 990000                      | Court Discretion Acct        | County Roads | 459 |
| COLLIN COUNTY REGIONAL      |                              |              |     |
| 03113                       | DNT Extension - Regional     | County Roads | 460 |
| 070047                      | Park Blvd FM 2514-SH78       | County Roads | 460 |
| 070048                      | US 380: Airport - CR458      | County Roads | 461 |
| 070049                      | FM 546/CR400: Airport E PR   | County Roads | 461 |
| 070050                      | DNT SB Frntage: FM428-380    | County Roads | 462 |
| 070051                      | SH121, OL - SH160            | County Roads | 462 |
| 070052                      | FM1378, FM1378N - FM3286     | County Roads | 463 |
| 070053                      | SH205, SH78 to County Line   | County Roads | 463 |
| 070054                      | FM2514, Lavon Pkwy-Brown     | County Roads | 464 |
| 070055                      | SH5, US380 - SH121           | County Roads | 464 |
| 070056                      | SH78: FM6 - CR557            | County Roads | 465 |
| 07094                       | OuterLoop fr US 75 to 121    | County Roads | 465 |
| 07095                       | Outer Loop frm DNT to 289    | County Roads | 466 |
| P75301                      | Mobility Plan Update         | County Roads | 466 |
| COLLIN COUNTY RURAL         |                              |              |     |
| 070015                      | CD - CR601 TomBeanCreek      | County Roads | 467 |
| 070028                      | CR317 @ Wilson Creek         | County Roads | 467 |
| 07099                       | CR - Park Blvd fr FM2514     | County Roads | 468 |
| 07101                       | CR - CR 424 fr Sheffield     | County Roads | 468 |
| CONTINGENCY                 |                              |              |     |
| CONTNG - R                  | Road Bond Contingency        | County Roads | 469 |
| COUNTY BRIDGES              |                              |              |     |
| 03082                       | CR282 - Bridge               | County Roads | 469 |
| 07103                       | CD - CR 618 @ Cedar Creek    | County Roads | 470 |
| COURTS FACILITY             |                              |              |     |
| 03CH                        | Courthouse - Bloomdale Rd    | Facilities   | 474 |
| 07CH                        | Bloomdale Cths Phase 2       | Facilities   | 475 |
| JUVENILE DETENTION FACILITY |                              |              |     |
| 03JUVD                      | 2003 Bond Juvenile Detent    | Facilities   | 475 |
| 07JUV                       | Juvenile Detention Expansion | Facilities   | 476 |
| JUVENILE JUSTICE FACILITY   |                              |              |     |
| 08JJAE                      | Juv Just Alt Educ Fac        | Facilities   | 476 |
| OPEN SPACE GRANTS           |                              |              |     |
| 07OS                        | 2007 Open Space Grant Fnd    | Open Space   | 479 |
| 07PG35                      | CC NC - New Prairie Restor   | Open Space   | 479 |
| 07PG43                      | Murphy-Tr Connector Proj     | Open Space   | 480 |
| 07PG48                      | Myers Park Grass Paver       | Open Space   | 480 |

|                     |                                    |            |     |
|---------------------|------------------------------------|------------|-----|
| 07PG50              | Trinity Trail Renovation           | Open Space | 481 |
| 07PG51              | Trinity Trail Sycamore Reme        | Open Space | 482 |
| 07PG52              | Allen Cottonwood Crk Trail         | Open Space | 482 |
| 07PG53              | Farmersville Chaparral Tr          | Open Space | 483 |
| 07PG59              | CC MP - Const Stone Steps          | Open Space | 483 |
| 07PG60              | CC MP - Const Maint Build          | Open Space | 484 |
| 07PG70              | CC - Myers Park Trees              | Open Space | 484 |
| 07PG71              | CC MP-Shade Demo Garden            | Open Space | 485 |
| 07PG72              | CC MP-Flagstone Walkway            | Open Space | 485 |
| 07PG80              | PL - Prstn Rdg Trail Connec        | Open Space | 486 |
| 07PG89              | LV-Lvn Cmmnty Spts Prk             | Open Space | 486 |
| 07PG97              | Asphalt-Myers Park & Even          | Open Space | 487 |
| <b>OUTDOOR CAMP</b> |                                    |            |     |
| 01OC                | Outdoor Camp                       | Open Space | 487 |
| 01OCA               | AdvCmp – Upgrade Waste Water Plant | Open Space | 488 |
| <b>TAX NOTES</b>    |                                    |            |     |
| 01MP                | Admin Ser - Master Plan            | Tax Notes  | 491 |
| 03FIN               | Financial Reporting System         | Tax Notes  | 491 |
| 03JUS               | Justice System                     | Tax Notes  | 492 |



# **CAPITAL IMPROVEMENT PROGRAM**

## City Road Projects



| Project                     |                             | Project to Date Budget | Expenditures          | Available Budget      |
|-----------------------------|-----------------------------|------------------------|-----------------------|-----------------------|
| <b>City of Allen</b>        |                             |                        |                       |                       |
| 07007                       | AL - US 75 from Ridgeview   | \$750,000.00           | \$0.00                | \$750,000.00          |
|                             |                             | <b>\$750,000.00</b>    | <b>\$0.00</b>         | <b>\$750,000.00</b>   |
| <b>City of Anna</b>         |                             |                        |                       |                       |
| 07009                       | AN - Mantua Rd from SH 5    | \$971,660.00           | \$0.00                | \$971,660.00          |
|                             |                             | <b>\$971,660.00</b>    | <b>\$0.00</b>         | <b>\$971,660.00</b>   |
| <b>City of Celina</b>       |                             |                        |                       |                       |
| 07014                       | CE - CR 5 from DNT Exten    | \$3,973,868.00         | \$2,435,694.00        | \$1,538,174.00        |
|                             |                             | <b>\$3,973,868.00</b>  | <b>\$2,435,694.00</b> | <b>\$1,538,174.00</b> |
| <b>City of Dallas</b>       |                             |                        |                       |                       |
| 070061                      | DA - Intersections          | \$384,750.00           | \$361,168.00          | \$23,582.00           |
| 07015                       | DA - Preston from Frankford | \$962,500.00           | \$0.00                | \$962,500.00          |
|                             |                             | <b>\$1,347,250.00</b>  | <b>\$361,168.00</b>   | <b>\$986,082.00</b>   |
| <b>City of Fairview</b>     |                             |                        |                       |                       |
| 07017                       | FV - FM 1378 from Lucas     | \$132,500.00           | \$0.00                | \$132,500.00          |
|                             |                             | <b>\$132,500.00</b>    | <b>\$0.00</b>         | <b>\$132,500.00</b>   |
| <b>City of Farmersville</b> |                             |                        |                       |                       |
| 07020                       | FM - Ext of FM Pkwy frm78   | \$1,900,000.00         | \$225,000.00          | \$1,675,000.00        |
| 07021                       | FM - Ext of Floyd frm 380   | \$100,000.00           | \$25,000.00           | \$75,000.00           |
|                             |                             | <b>\$2,000,000.00</b>  | <b>\$250,000.00</b>   | <b>\$1,750,000.00</b> |
| <b>City of McKinney</b>     |                             |                        |                       |                       |
| 07036                       | MK - FM 543/1461 connectr   | \$6,560,000.00         | \$2,220,026.65        | \$4,339,973.35        |
| 07039                       | MK - FM1461 from CR127      | \$350,000.00           | \$0.00                | \$350,000.00          |
| 07041                       | MK - SH5/McDnld frm 380     | \$500,000.00           | \$0.00                | \$500,000.00          |
| 07045                       | MK - Lake Forest fr Boyd    | \$2,174,749.00         | \$1,735,885.00        | \$438,864.00          |
| 07048                       | MK - Lake Forest fr Blmdl   | \$344,761.00           | \$0.00                | \$344,761.00          |
|                             |                             | <b>\$9,929,510.00</b>  | <b>\$3,955,911.65</b> | <b>\$5,973,598.35</b> |

| Project                  |                           | Project to Date<br>Budget | Expenditures           | Available<br>Budget    |
|--------------------------|---------------------------|---------------------------|------------------------|------------------------|
| <b>City of Melissa</b>   |                           |                           |                        |                        |
| 07049                    | ME - Melissa Rd fr Hwy 5  | \$809,880.00              | \$456,000.00           | \$353,880.00           |
| 07052                    | ME - Fannin Rd fr Melissa | \$1,730,000.00            | \$1,500,000.00         | \$230,000.00           |
|                          |                           | <b>\$2,539,880.00</b>     | <b>\$1,956,000.00</b>  | <b>\$583,880.00</b>    |
| <b>City of Murphy</b>    |                           |                           |                        |                        |
| 07053                    | MU - Betsy Ln fr FM2551   | \$1,162,529.00            | \$997,312.44           | \$165,216.56           |
|                          |                           | <b>\$1,162,529.00</b>     | <b>\$997,312.44</b>    | <b>\$165,216.56</b>    |
| <b>City of Parker</b>    |                           |                           |                        |                        |
| 07056                    | PA - Chaparral fr Sprngl  | \$1,000,000.00            | \$0.00                 | \$1,000,000.00         |
|                          |                           | <b>\$1,000,000.00</b>     | <b>\$0.00</b>          | <b>\$1,000,000.00</b>  |
| <b>City of Plano</b>     |                           |                           |                        |                        |
| 03046                    | Parker Rd/US75 -Interchng | \$3,845,530.00            | \$3,521,808.00         | \$323,722.00           |
| 07057                    | PL - Major Thrghfr Rehab  | \$7,500,000.00            | \$4,091,027.45         | \$3,408,972.55         |
| 07058                    | PL - Intersection Imprvmt | \$11,600,000.00           | \$11,556,791.04        | \$43,208.96            |
| 07059                    | PL - Toll Rd/Chapl Hl Rmp | \$8,000,000.00            | \$5,000,000.00         | \$3,000,000.00         |
| 07060                    | PL - Preston & SH 190     | \$600,000.00              | \$0.00                 | \$600,000.00           |
| 07061                    | PL - 14th St from K Ave   | \$2,216,526.00            | \$1,547,666.79         | \$668,859.21           |
| 07062                    | PL - Comm Pkwy fr Sprg Ck | \$2,100,000.00            | \$1,962,496.00         | \$137,504.00           |
| 07066                    | PL - Shiloh Rd from 14th  | \$1,400,000.00            | \$0.00                 | \$1,400,000.00         |
| 07067                    | PL - Los Rios fr SPlnPkwy | \$2,000,000.00            | \$0.00                 | \$2,000,000.00         |
| 07068                    | PL - Park Blvd fr Shiloh  | \$950,000.00              | \$0.00                 | \$950,000.00           |
| 07070                    | PL - Los Rios fr Jupiter  | \$1,000,000.00            | \$0.00                 | \$1,000,000.00         |
| 07071                    | PL - Rdgeview Dr from 121 | \$1,000,000.00            | \$0.00                 | \$1,000,000.00         |
| 07072                    | PL - Intl from Plno Pkwy  | \$200,000.00              | \$0.00                 | \$200,000.00           |
| 07075                    | PL - Parker Intrchg @ 75  | \$4,000,000.00            | \$0.00                 | \$4,000,000.00         |
| 07076                    | PL - Rdgview Dr frm Coit  | \$1,062,868.00            | \$569,792.50           | \$493,075.50           |
|                          |                           | <b>\$47,474,924.00</b>    | <b>\$28,249,581.78</b> | <b>\$19,225,342.22</b> |
| <b>City of Princeton</b> |                           |                           |                        |                        |
| 07077                    | PN - CR407 frm US 380     | \$4,071,986.00            | \$3,976,575.00         | \$95,411.00            |
|                          |                           | <b>\$4,071,986.00</b>     | <b>\$3,976,575.00</b>  | <b>\$95,411.00</b>     |
| <b>City of Wylie</b>     |                           |                           |                        |                        |
| 07091                    | WY - McMillan Rd fr McCre | \$5,826,150.00            | \$3,426,775.00         | \$2,399,375.00         |

| Project                         |                          | Project to Date<br>Budget | Expenditures           | Available<br>Budget    |
|---------------------------------|--------------------------|---------------------------|------------------------|------------------------|
| 07092                           | WY - Stone Rd fr Akin Ln | \$4,521,250.00            | \$500,000.00           | \$4,021,250.00         |
|                                 |                          | \$10,347,400.00           | \$3,926,775.00         | \$6,420,625.00         |
| <b>TOTAL CITY ROAD PROJECTS</b> |                          | <b>\$85,701,507.00</b>    | <b>\$46,109,017.87</b> | <b>\$39,592,489.13</b> |



**Project Group:** City of Allen

**Project Number:** 07007

**Project Name:** AL - US 75 from Ridgeview

**Start Date:** 2011

**Project to Date Budget:** \$750,000.00

**Expenditures:** \$0.00

**Available Budget:** \$750,000.00

**Operational Costs:** \$0.00

**Operation Impact:** All future maintenance is the responsibility of the City. No future cost impact to the County.



**Description:**  
Engineering of US 75 from Ridgeview Interchange to from 2 lanes to 8 lanes.

**Project Group:** City of Anna

**Project Number:** 07009

**Project Name:** AN - Mantua Rd from SH 5

**Start Date:** 2009

**Project to Date Budget:** \$971,660.00

**Expenditures:** \$0.00

**Available Budget:** \$971,660.00

**Operational Costs:** \$0.00

**Operation Impact:** All future maintenance is the responsibility of the City. No future cost impact to the County.



**Description:**  
Reconstruction of Mantua Rd / CR 371 from SH 5 (N. Powell Pkwy) to US 75 for a length of 1.8 miles.



**Project Group:** City of Celina

**Project Number:** 07014

**Project Name:** CE - CR 5 from DNT Exten

**Start Date:** 2009

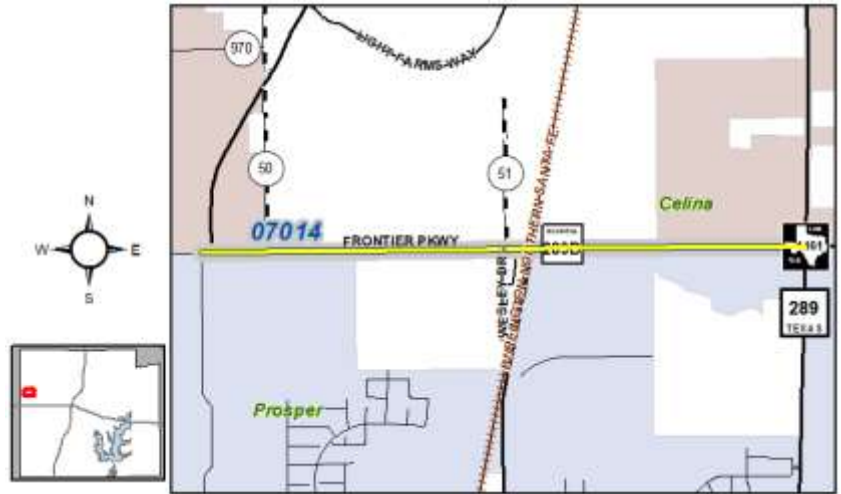
**Project to Date Budget:** \$3,973,868.00

**Expenditures:** \$2,435,694.00

**Available Budget:** \$1,538,174.00

**Operational Costs:** \$0.00

**Operation Impact:** All future maintenance is the responsibility of the City. No future cost impact to the County.



### Description:

Reconstruction of CR 5 from DNT Extension to SH 289 (Preston Rd) for a length of 1.89 miles.

**Project Group:** City of Dallas

**Project Number:** 070061

**Project Name:** DA - Intersections

**Start Date:** 2016

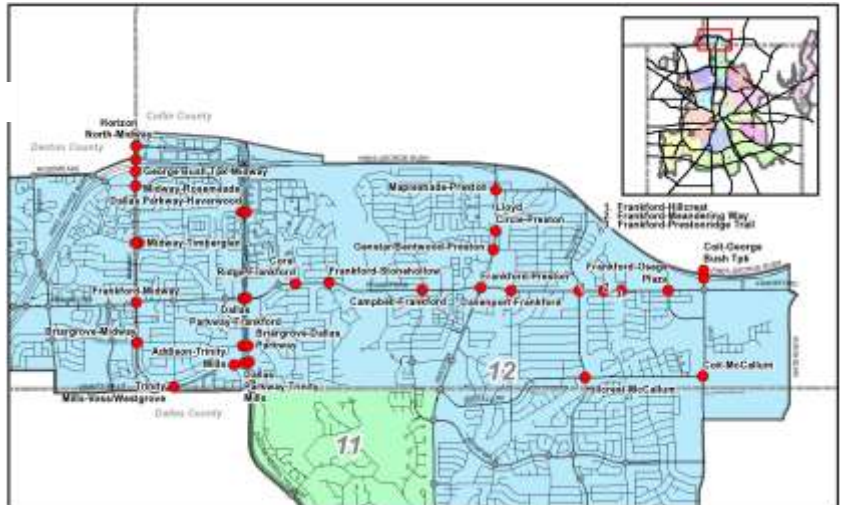
**Project to Date Budget:** \$384,750.00

**Expenditures:** \$361,168.00

**Available Budget:** \$23,582.00

**Operational Costs:** \$0.00

**Operation Impact:** All future maintenance is the responsibility of the City. No future cost impact to the County.



### Description:

City of Dallas Discretionary Project; Installation of radar vehicle detection equipment for 27 intersections



**Project Group:** City of Dallas

**Project Number:** 07015

**Project Name:** DA - Preston from Frankford

**Start Date:** 2010

**Project to Date Budget:** \$962,500.00

**Expenditures:** \$0.00

**Available Budget:** \$962,500.00

**Operational Costs:** \$0.00

**Operation Impact:** All future maintenance is the responsibility of the City. No future cost impact to the County.



### Description:

Widening of Preston Rd from Frankford to Lloyd Circle from 6 lanes to 8 lanes for a length of 0.47 miles.

**Project Group:** City of Fairview

**Project Number:** 07017

**Project Name:** FV - FM 1378 from Lucas

**Start Date:** 2011

**Project to Date Budget:** \$132,500.00

**Expenditures:** \$0.00

**Available Budget:** \$132,500.00

**Operational Costs:** \$0.00

**Operation Impact:** All future maintenance is the responsibility of the City. No future cost impact to the County.



### Description:

Engineering/ROW of FM 1378 from Lucas boundary to Farmstead for a length of 1 mile.



**Project Group:** City of Farmersville

**Project Number:** 07020

**Project Name:** FM - Ext of FM Pkwy frm 78

**Start Date:** 2010

**Project to Date Budget:** \$1,900,000.00

**Expenditures:** \$225,000.00

**Available Budget:** \$1,675,000.00

**Operational Costs:** \$0.00

**Operation Impact:** All future maintenance is the responsibility of the City. No future cost impact to the County.



### Description:

Reconstruction of Ext. of Farmersville Pkwy (CR 611) from SH 78 to US 380 for a length of 1.26 miles.

**Project Group:** City of Farmersville

**Project Number:** 07021

**Project Name:** FM - Ext of Floyd frm 380

**Start Date:** 2009

**Project to Date Budget:** \$100,000.00

**Expenditures:** \$25,000.00

**Available Budget:** \$75,000.00

**Operational Costs:** \$0.00

**Operation Impact:** All future maintenance is the responsibility of the City. No future cost impact to the County.



### Description:

Engineering/ROW of Extension of Floyd St from US 380 to Old Josephine Rd for a length of 0.75 miles.



**Project Group:** City of McKinney

**Project Number:** 07036

**Project Name:** MK - FM 543/1461 connectr

**Start Date:** 2010

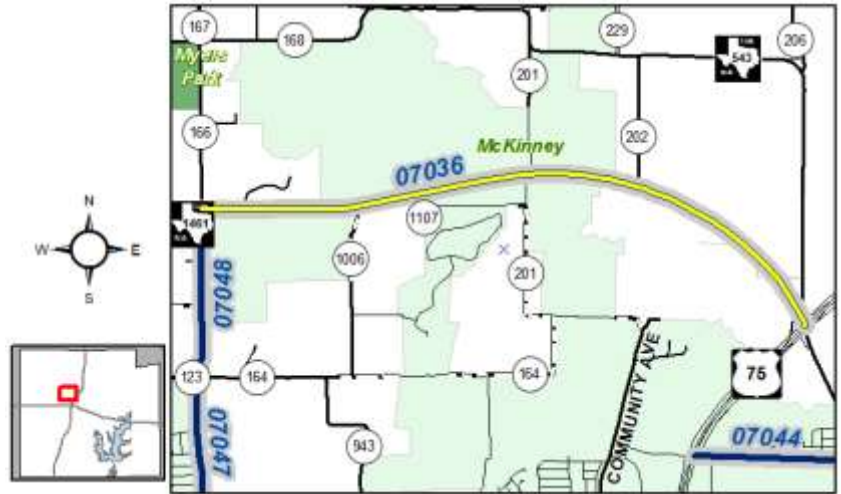
**Project to Date Budget:** \$6,560,000.00

**Expenditures:** \$2,220,026.65

**Available Budget:** \$4,339,973.35

**Operational Costs:** \$0.00

**Operation Impact:** All future maintenance is the responsibility of the City. No future cost impact to the County.



### Description:

New Arterial of FM 543/1461 Connector from US 75 to FM 1461 / Lake Forest for a length of 2.5 miles.

**Project Group:** City of McKinney

**Project Number:** 07039

**Project Name:** MK - FM1461 from CR127

**Start Date:** 2010

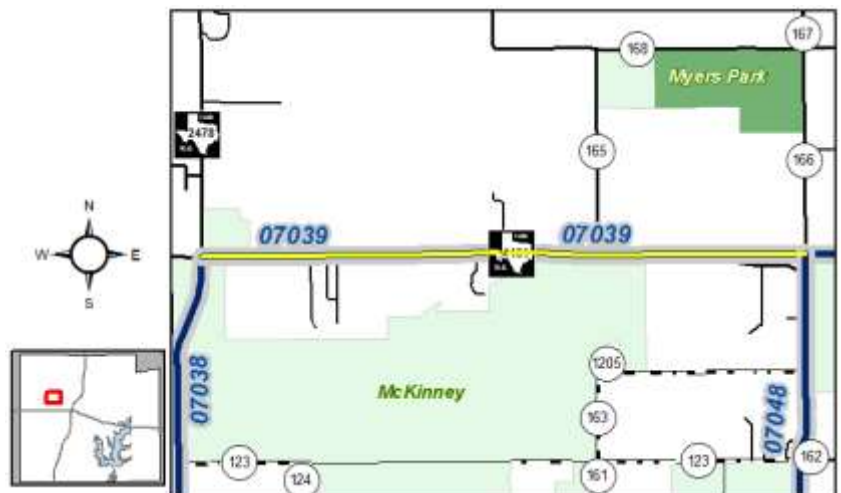
**Project to Date Budget:** \$350,000.00

**Expenditures:** \$0.00

**Available Budget:** \$350,000.00

**Operational Costs:** \$0.00

**Operation Impact:** All future maintenance is the responsibility of the City. No future cost impact to the County.



### Description:

Engineering/ROW of FM 1461 from CR 127 (Custer Rd) to CR 166 (FM 1461) for a length of 3.2 miles.



**Project Group:** City of McKinney

**Project Number:** 07041

**Project Name:** MK - SH5/McDnld frm 380

**Start Date:** 2010

**Project to Date Budget:** \$500,000.00

**Expenditures:** \$0.00

**Available Budget:** \$500,000.00

**Operational Costs:** \$0.00

**Operation Impact:** All future maintenance is the responsibility of the City. No future cost impact to the County.



### Description:

Engineering/ROW of SH 5 / McDonald from US 380 to FM 543 for a length of 1.9 miles.

**Project Group:** City of McKinney

**Project Number:** 07045

**Project Name:** MK - Lake Forest fr Boyd

**Start Date:** 2008

**Project to Date Budget:** \$2,174,749.00

**Expenditures:** \$1,735,885.00

**Available Budget:** \$438,864.00

**Operational Costs:** \$0.00

**Operation Impact:** All future maintenance is the responsibility of the City. No future cost impact to the County.



### Description:

Widening of Lake Forest Dr from Boyd High School to US 380 from 2 lanes to 4 lanes for a length of 1 mile.



**Project Group:** City of McKinney

**Project Number:** 07048

**Project Name:** MK - Lake Forest fr Blmdl

**Start Date:** 2010

**Project to Date Budget:** \$344,761.00

**Expenditures:** \$0.00

**Available Budget:** \$344,761.00

**Operational Costs:** \$0.00

**Operation Impact:** All future maintenance is the responsibility of the City. No future cost impact to the County.



### Description:

Reconstruction of Lake Forest Dr from Bloomdale to FM 1461/CR 166 for a length of 1.1 miles.

**Project Group:** City of Melissa

**Project Number:** 07049

**Project Name:** ME - Melissa Rd fr Hwy 5

**Start Date:** 2008

**Project to Date Budget:** \$809,880.00

**Expenditures:** \$456,000.00

**Available Budget:** \$353,880.00

**Operational Costs:** \$0.00

**Operation Impact:** All future maintenance is the responsibility of the City. No future cost impact to the County.



### Description:

Reconstruction / Widening of Melissa Rd from SH 5 to SH 121 for a length of 0.7 miles.



**Project Group:** City of Melissa

**Project Number:** 07052

**Project Name:** ME - Fannin Rd fr Melissa

**Start Date:** 2010

**Project to Date Budget:** \$1,730,000.00

**Expenditures:** \$1,500,000.00

**Available Budget:** \$230,000.00

**Operational Costs:** \$0.00

**Operation Impact:** All future maintenance is the responsibility of the City. No future cost impact to the County.



### Description:

Reconstruction of Fannin Rd from Melissa Rd to SH 121 for a length of 1 mile.

**Project Group:** City of Murphy

**Project Number:** 07053

**Project Name:** MU - Betsy Ln fr FM2551

**Start Date:** 2009

**Project to Date Budget:** \$1,162,529.00

**Expenditures:** \$997,312.44

**Available Budget:** \$165,216.56

**Operational Costs:** \$0.00

**Operation Impact:** All future maintenance is the responsibility of the City. No future cost impact to the County.



### Description:

Reconstruction of Betsy Ln from FM 2551 to McCreary Rd for a length of 1 mile.



**Project Group:** City of Parker

**Project Number:** 07056

**Project Name:** PA - Chaparral fr Sprngl

**Start Date:** 2009

**Project to Date Budget:** \$1,000,000.00

**Expenditures:** \$0.00

**Available Budget:** \$1,000,000.00

**Operational Costs:** \$0.00

**Operation Impact:** All future maintenance is the responsibility of the City. No future cost impact to the County.



### Description:

Widening of Chaparral Drive from Springhill Estates Drive to Cottonwood Creek from 2 lanes to 4 lanes for a length of 0.5 miles.

**Project Group:** City of Plano

**Project Number:** 03046

**Project Name:** Parker Rd/US75 -Interchng

**Start Date:** 2006

**Project to Date Budget:** \$3,845,530.00

**Expenditures:** \$3,521,808.00

**Available Budget:** \$323,722.00

**Operational Costs:** \$0.00

**Operation Impact:** All future maintenance is the responsibility of the City. No future cost impact to the County.



### Description:

Interchange construction; under design; construction to begin 2008.



**Project Group:** City of Plano

**Project Number:** 07057

**Project Name:** PL - Major Thrhfr Rehab

**Start Date:**

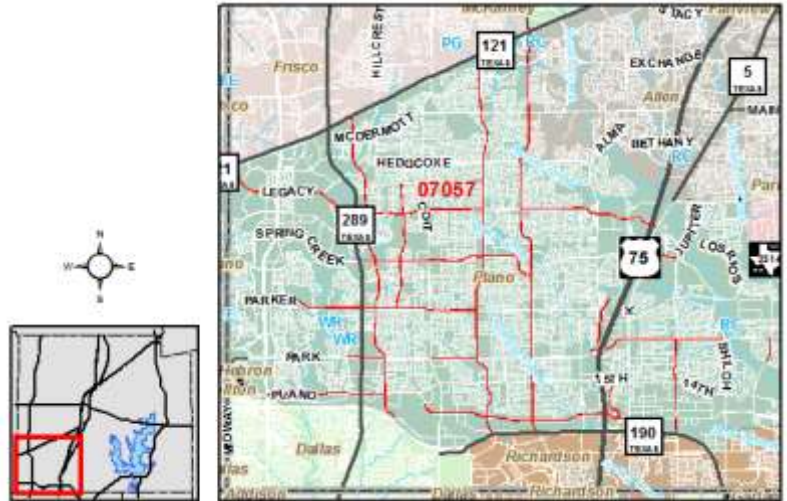
**Project to Date Budget:** \$7,500,000.00

**Expenditures:** \$4,091,027.45

**Available Budget:** \$3,408,972.55

**Operational Costs:** \$0.00

**Operation Impact:** All future maintenance is the responsibility of the City. No future cost impact to the County.



**Description:**  
Reconstruction of Major Thoroughfare Rehabilitation.

**Project Group:** City of Plano

**Project Number:** 07058

**Project Name:** PL - Intersection Imprvmt

**Start Date:**

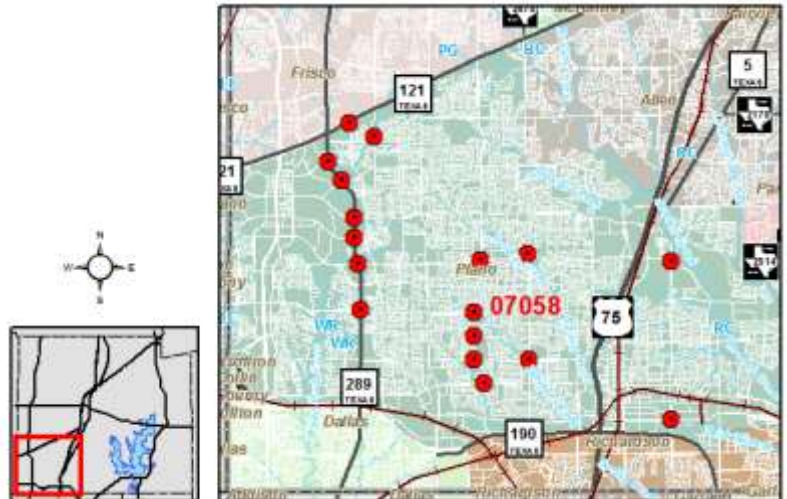
**Project to Date Budget:** \$11,600,000.00

**Expenditures:** \$11,556,791.04

**Available Budget:** \$43,208.96

**Operational Costs:** \$0.00

**Operation Impact:** All future maintenance is the responsibility of the City. No future cost impact to the County.



**Description:**  
City of Plano Intersection Improvements.



**Project Group:** City of Plano

**Project Number:** 07059

**Project Name:** PL - Toll Rd/Chapl Hl Rmp

**Start Date:** 2010

**Project to Date Budget:** \$8,000,000.00

**Expenditures:** \$5,000,000.00

**Available Budget:** \$3,000,000.00

**Operational Costs:** \$0.00

**Operation Impact:** All future maintenance is the responsibility of the City. No future cost impact to the County.



**Description:**  
Ramp Improvements of Toll Rd/Chapel Hill Ramps.

**Project Group:** City of Plano

**Project Number:** 07060

**Project Name:** PL - Preston & SH 190

**Start Date:** 2010

**Project to Date Budget:** \$600,000.00

**Expenditures:** \$0.00

**Available Budget:** \$600,000.00

**Operational Costs:** \$0.00

**Operation Impact:** All future maintenance is the responsibility of the City. No future cost impact to the County.



**Description:**  
Intersection Improvements of Preston and SH 190.



**Project Group:** City of Plano

**Project Number:** 07061

**Project Name:** PL - 14th St from K Ave

**Start Date:** 2008

**Project to Date Budget:** \$2,216,526.00

**Expenditures:** \$1,547,666.79

**Available Budget:** \$668,859.21

**Operational Costs:** \$0.00

**Operation Impact:** All future maintenance is the responsibility of the City. No future cost impact to the County.



### Description:

Reconstruction of 14th St from K Avenue to Ridgewood for a length of 1.6 miles.

**Project Group:** City of Plano

**Project Number:** 07062

**Project Name:** PL - Comm Pkwy fr Sprg Ck

**Start Date:** 2007

**Project to Date Budget:** \$2,100,000.00

**Expenditures:** \$1,962,496.00

**Available Budget:** \$137,504.00

**Operational Costs:** \$0.00

**Operation Impact:** All future maintenance is the responsibility of the City. No future cost impact to the County.



### Description:

Widening / New Arterial of Communications Pkwy from Spring Creek Pkwy to Tennyson from 4 lanes to 6 lanes for a length of 0.55 miles.



**Project Group:** City of Plano

**Project Number:** 07066

**Project Name:** PL - Shiloh Rd from 14th

**Start Date:** 2010

**Project to Date Budget:** \$1,400,000.00

**Expenditures:** \$0.00

**Available Budget:** \$1,400,000.00

**Operational Costs:** \$0.00

**Operation Impact:** All future maintenance is the responsibility of the City. No future cost impact to the County.



### Description:

Reconstruction of Shiloh Rd from 14th to Park for a length of 1.145 miles.

**Project Group:** City of Plano

**Project Number:** 07067

**Project Name:** PL - Los Rios fr SPlnPkwy

**Start Date:** 2010

**Project to Date Budget:** \$2,000,000.00

**Expenditures:** \$0.00

**Available Budget:** \$2,000,000.00

**Operational Costs:** \$0.00

**Operation Impact:** All future maintenance is the responsibility of the City. No future cost impact to the County.



### Description:

Widening of Los Rios from South of Plano Pkwy to Parker from 4 lanes to 6 lanes for a length of 3.8 miles.



**Project Group:** City of Plano

**Project Number:** 07068

**Project Name:** PL - Park Blvd fr Shiloh

**Start Date:** 2010

**Project to Date Budget:** \$950,000.00

**Expenditures:** \$0.00

**Available Budget:** \$950,000.00

**Operational Costs:** \$0.00

**Operation Impact:** All future maintenance is the responsibility of the City. No future cost impact to the County.



### Description:

Widening of Park Blvd from Shiloh to East City Limits from 4 lanes to 6 lanes for a length of 1.04 miles.

**Project Group:** City of Plano

**Project Number:** 07070

**Project Name:** PL - Los Rios fr Jupiter

**Start Date:** 2008

**Project to Date Budget:** \$1,000,000.00

**Expenditures:** \$0.00

**Available Budget:** \$1,000,000.00

**Operational Costs:** \$0.00

**Operation Impact:** All future maintenance is the responsibility of the City. No future cost impact to the County.



### Description:

Widening of Los Rios from Jupiter to Parker from 2 lanes to 4 lanes for a length of 1.6 miles.



**Project Group:** City of Plano

**Project Number:** 07071

**Project Name:** PL - Rdgeview Dr from 121

**Start Date:** 2010

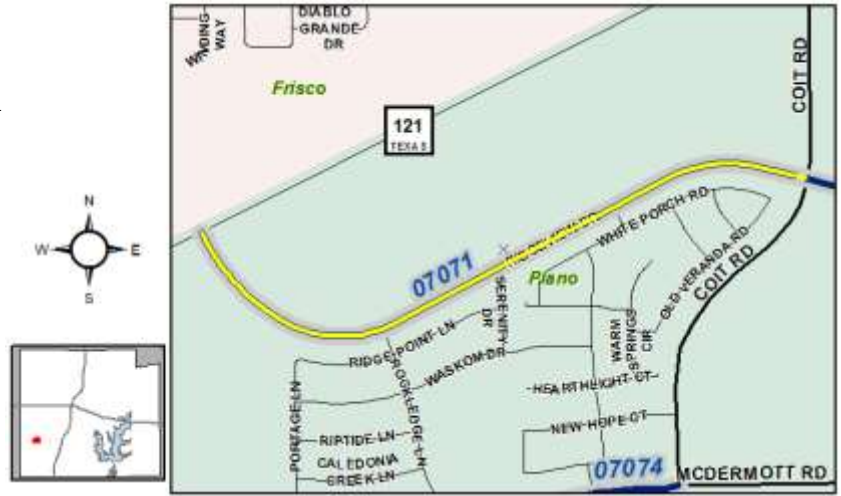
**Project to Date Budget:** \$1,000,000.00

**Expenditures:** \$0.00

**Available Budget:** \$1,000,000.00

**Operational Costs:** \$0.00

**Operation Impact:** All future maintenance is the responsibility of the City. No future cost impact to the County.



### Description:

Widening of Ridgeview Dr from SH 121 to Coit Rd from 2 lanes to 4 lanes for a length of 0.9 miles.

**Project Group:** City of Plano

**Project Number:** 07072

**Project Name:** PL - Intl from Plno Pkwy

**Start Date:** 2009

**Project to Date Budget:** \$200,000.00

**Expenditures:** \$0.00

**Available Budget:** \$200,000.00

**Operational Costs:** \$0.00

**Operation Impact:** All future maintenance is the responsibility of the City. No future cost impact to the County.



### Description:

Widening of International Pkwy from Plano Pkwy to Midway from 4 lanes to 6 lanes for a length of 0.5 miles.



**Project Group:** City of Plano

**Project Number:** 07075

**Project Name:** PL - Parker Intrchg @ 75

**Start Date:** 2008

**Project to Date Budget:** \$4,000,000.00

**Expenditures:** \$0.00

**Available Budget:** \$4,000,000.00

**Operational Costs:** \$0.00

**Operation Impact:** All future maintenance is the responsibility of the City. No future cost impact to the County.



**Description:**  
Intersection Improvements of Parker Interchange at US 75.

**Project Group:** City of Plano

**Project Number:** 07076

**Project Name:** PL - Rdgview Dr frm Coit

**Start Date:** 2008

**Project to Date Budget:** \$1,062,868.00

**Expenditures:** \$569,792.50

**Available Budget:** \$493,075.50

**Operational Costs:** \$0.00

**Operation Impact:** All future maintenance is the responsibility of the City. No future cost impact to the County.



**Description:**  
Widening of Ridgeview Dr from Coit Rd to Independence Rd from 4 lanes to 6 lanes for a length of 1.13 miles.



**Project Group:** City of Princeton

**Project Number:** 07077

**Project Name:** PN - CR407 frm US 380

**Start Date:** 2009

**Project to Date Budget:** \$4,071,986.00

**Expenditures:** \$3,976,575.00

**Available Budget:** \$95,411.00

**Operational Costs:** \$0.00

**Operation Impact:** All future maintenance is the responsibility of the City. No future cost impact to the County.



### Description:

Reconstruction of CR 407 (Monte Carlo Blvd) from US 380 to FM 75 for a length of 2.27 miles.

**Project Group:** City of Wylie

**Project Number:** 07091

**Project Name:** WY - McMillan Rd fr McCre

**Start Date:** 2009

**Project to Date Budget:** \$5,826,150.00

**Expenditures:** \$3,426,775.00

**Available Budget:** \$2,399,375.00

**Operational Costs:** \$0.00

**Operation Impact:** All future maintenance is the responsibility of the City. No future cost impact to the County.



### Description:

Reconstruction of McMillan Rd (Park Blvd) from E. of McCreary to FM 1378 for a length of 1.089 miles.



**Project Group:** City of Wylie

**Project Number:** 07092

**Project Name:** WY - Stone Rd fr Akin Ln

**Start Date:** 2009

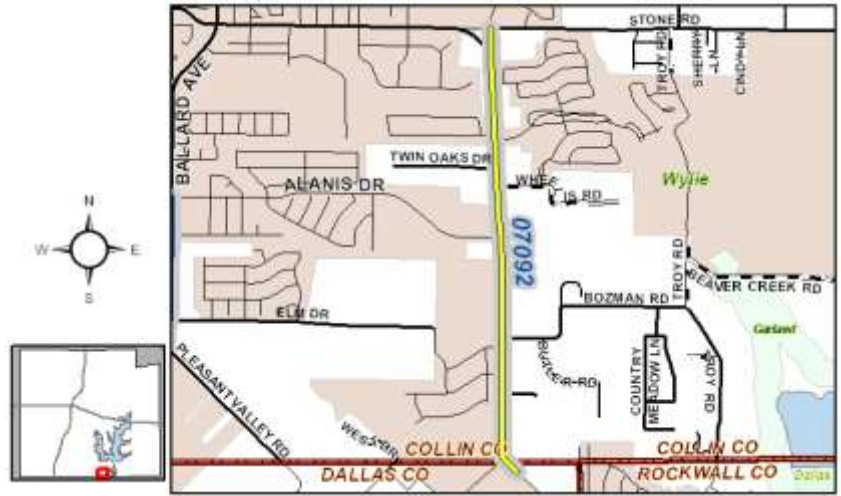
**Project to Date Budget:** \$4,521,250.00

**Expenditures:** \$500,000.00

**Available Budget:** \$4,021,250.00

**Operational Costs:** \$0.00

**Operation Impact:** All future maintenance is the responsibility of the City. No future cost impact to the County.



### Description:

Reconstruction of Stone Rd from Akin Ln to County Line Rd for a length of 1.98 miles.



# **CAPITAL IMPROVEMENT PROGRAM**

## County Road Projects



| Project                              |                            | Project to Date Budget | Expenditures           | Available Budget       |
|--------------------------------------|----------------------------|------------------------|------------------------|------------------------|
| <b>Collin County - Discretionary</b> |                            |                        |                        |                        |
| 070000                               | Discretionary              | \$358,115.00           | \$0.00                 | \$358,115.00           |
| 070041                               | CR564 - BR Pilot Grove CK  | \$500,000.00           | \$64,401.00            | \$435,599.00           |
| 070042                               | CR613 - Grove Creek        | \$530,000.00           | \$75,464.00            | \$454,536.00           |
| 070043                               | CR604 - Elm Creek          | \$530,000.00           | \$421,198.10           | \$108,801.90           |
| 070044                               | CR664 - Br Arnold Creek    | \$440,000.00           | \$332,982.12           | \$107,017.88           |
| 990000                               | COURT DISCRETION ACCT      | \$347,434.00           | \$0.00                 | \$347,434.00           |
|                                      |                            | <b>\$2,705,549.00</b>  | <b>\$894,045.22</b>    | <b>\$1,811,503.78</b>  |
| <b>Collin County Regional</b>        |                            |                        |                        |                        |
| 03113                                | DNT Extension - Regional   | \$14,797,998.00        | \$14,783,627.28        | \$14,370.72            |
| 070047                               | Park Blvd FM 2514-SH78     | \$1,500,000.00         | \$0.00                 | \$1,500,000.00         |
| 070048                               | US 380: Airport - CR458    | \$1,200,000.00         | \$0.00                 | \$1,200,000.00         |
| 070049                               | FM 546/CR400: Airport E PR | \$1,300,000.00         | \$0.00                 | \$1,300,000.00         |
| 070050                               | DNT SB Frntage: FM428-380  | \$1,300,000.00         | \$1,213,743.58         | \$86,256.42            |
| 070051                               | SH121, OL - SH160          | \$6,500,000.00         | \$3,997,968.10         | \$2,502,031.90         |
| 070052                               | FM1378, FM1378N - FM3286   | \$1,300,000.00         | \$809,027.37           | \$490,972.63           |
| 070053                               | SH205, SH78 to County Line | \$900,000.00           | \$0.00                 | \$900,000.00           |
| 070054                               | FM2514, Lavon Pkwy-Brown   | \$4,800,000.00         | \$1,319,137.40         | \$3,480,862.60         |
| 070055                               | SH5, US380 - SH121         | \$579,818.00           | \$0.00                 | \$579,818.00           |
| 070056                               | SH78: FM6 - CR557          | \$2,657,247.00         | \$0.00                 | \$2,657,247.00         |
| 07094                                | OuterLoop fr US 75 to 121  | \$5,025,000.00         | \$0.00                 | \$5,025,000.00         |
| 07095                                | Outer Loop frm DNT to 289  | \$4,962,000.00         | \$1,812,937.46         | \$3,149,062.54         |
| P75301                               | Mobility Plan Update       | \$202,970.00           | \$70,070.00            | \$132,900.00           |
|                                      |                            | <b>\$47,025,033.00</b> | <b>\$24,006,511.19</b> | <b>\$23,018,521.81</b> |
| <b>Collin County Rural Road</b>      |                            |                        |                        |                        |
| 070015                               | CD - CR601 TomBeanCreek    | \$380,349.00           | \$328,207.41           | \$52,141.59            |

| Project                           |                           | Project to Date<br>Budget | Expenditures           | Available<br>Budget    |
|-----------------------------------|---------------------------|---------------------------|------------------------|------------------------|
| 070028                            | CR317 @ Wilson Creek      | \$532,699.00              | \$460,523.50           | \$72,175.50            |
| 07099                             | CR - Park Blvd fr FM2514  | \$1,988,600.00            | \$1,051,488.90         | \$937,111.10           |
| 07101                             | CR - CR 424 fr Sheffield  | \$1,120,000.00            | \$0.00                 | \$1,120,000.00         |
|                                   |                           | <b>\$4,021,648.00</b>     | <b>\$1,840,219.81</b>  | <b>\$2,181,428.19</b>  |
| <b>Contingency</b>                |                           |                           |                        |                        |
| CONTNG - R Road Bond Contingency  |                           | \$36,488.00               | \$0.00                 | \$36,488.00            |
|                                   |                           | <b>\$36,488.00</b>        | <b>\$0.00</b>          | <b>\$36,488.00</b>     |
| <b>County Bridges</b>             |                           |                           |                        |                        |
| 03082                             | CR282 - Bridge            | \$29,000.00               | \$18,000.00            | \$11,000.00            |
| 07103                             | CD - CR 618 @ Cedar Creek | \$718,072.00              | \$706,269.33           | \$11,802.67            |
|                                   |                           | <b>\$747,072.00</b>       | <b>\$724,269.33</b>    | <b>\$22,802.67</b>     |
| <b>TOTAL COUNTY ROAD PROJECTS</b> |                           | <b>\$54,535,790.00</b>    | <b>\$27,465,045.55</b> | <b>\$27,070,744.45</b> |



**Project Group:** Collin County - Discretionary

**Project Number:** 070000

**Project Name:** Discretionary

**Start Date:** 2007

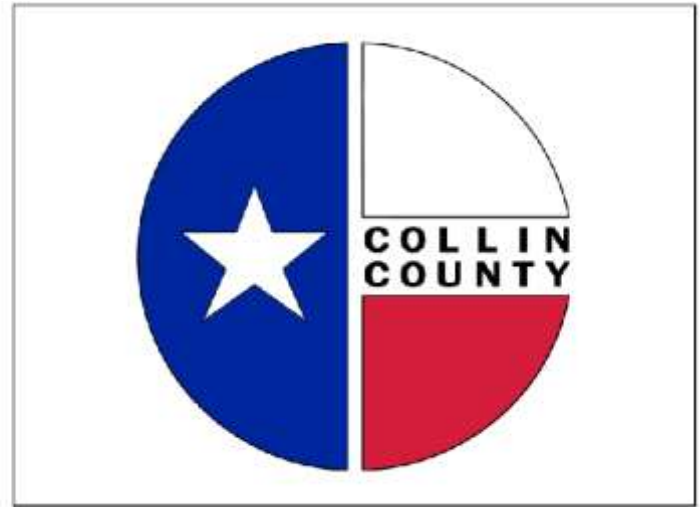
**Project to Date Budget:** \$358,115.00

**Expenditures:** \$0.00

**Available Budget:** \$358,115.00

**Operational Costs:** \$0.00

**Operation Impact:** Discretionary funding. Not allocated to any specific project at this time. Operational impact to be determined when projects are identified.



### Description:

2007 Contingency Road Bond Funds.

**Project Group:** Collin County - Discretionary

**Project Number:** 070041

**Project Name:** CR564 - BR Pilot Grove CK

**Start Date:** 2015

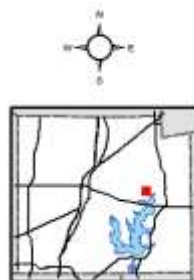
**Project to Date Budget:** \$500,000.00

**Expenditures:** \$64,401.00

**Available Budget:** \$435,599.00

**Operational Costs:** \$0.00

**Operation Impact:** No operational impact. Bridge is existing and maintenance is already budgeted in the Road & Bridge Fund. No additional maintenance will need to be budgeted.



### Description:

CR564 – at BR Pilot Grove CK - County Drainage project



**Project Group:** Collin County - Discretionary

**Project Number:** 070042

**Project Name:** CR613 - Grove Creek

**Start Date:** 2015

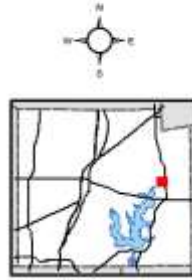
**Project to Date Budget:** \$530,000.00

**Expenditures:** \$75,464.00

**Available Budget:** \$454,536.00

**Operational Costs:** \$0.00

**Operation Impact:** No operational impact. Bridge is existing and maintenance is already budgeted in the Road & Bridge Fund. No additional maintenance will need to be budgeted.



### Description:

CR613 – at Grove Creek - County Drainage project



**Project Group:** Collin County - Discretionary

**Project Number:** 070043

**Project Name:** CR604 - Elm Creek

**Start Date:** 2015

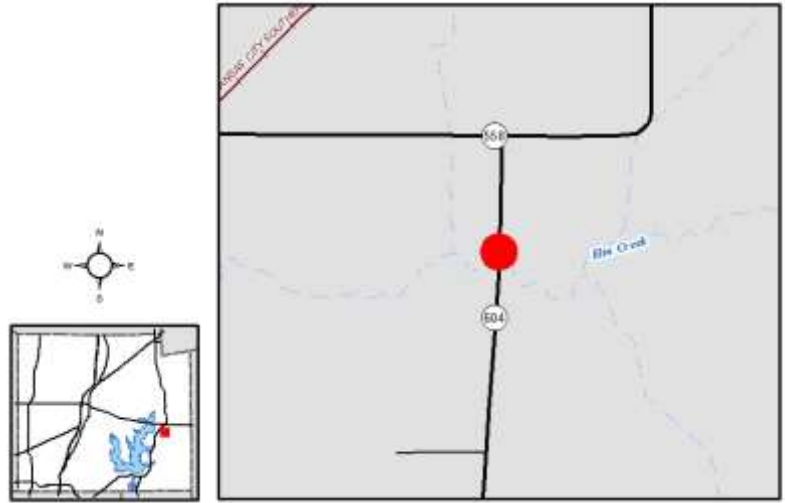
**Project to Date Budget:** \$530,000.00

**Expenditures:** \$421,198.10

**Available Budget:** \$108,801.90

**Operational Costs:** \$0.00

**Operation Impact:** No operational impact. Bridge is existing and maintenance is already budgeted in the Road & Bridge Fund. No additional maintenance will need to be budgeted.



### Description:

CR604 – at Elm Creek - County Drainage project



**Project Group:** Collin County - Discretionary

**Project Number:** 070044

**Project Name:** CR664 - Br Arnold Creek

**Start Date:** 2015

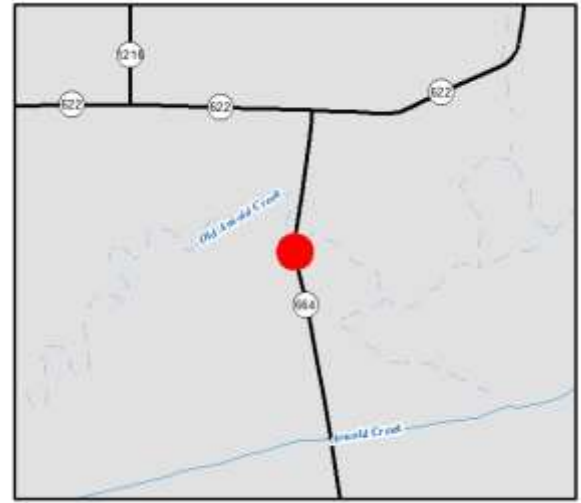
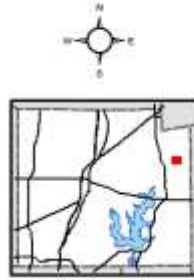
**Project to Date Budget:** \$440,000.00

**Expenditures:** \$332,982.12

**Available Budget:** \$107,017.88

**Operational Costs:** \$0.00

**Operation Impact:** No operational impact. Bridge is existing and maintenance is already budgeted in the Road & Bridge Fund. No additional maintenance will need to be budgeted.



### Description:

CR664 - at Br Arnold Creek - County Drainage project

**Project Group:** Collin County - Discretionary

**Project Number:** 990000

**Project Name:** COURT DISCRETION ACCT

**Start Date:**

**Project to Date Budget:** \$347,434.00

**Expenditures:** \$0.00

**Available Budget:** \$347,434.00

**Operational Costs:** \$0.00

**Operation Impact:** Discretionary funding. Not allocated to any specific project at this time. Operational impact to be determined when projects are identified.



### Description:



**Project Group:** Collin County Regional

**Project Number:** 03113

**Project Name:** DNT Extension - Regional

**Start Date:** 2004

**Project to Date Budget:** \$14,797,998.00

**Expenditures:** \$14,783,627.28

**Available Budget:** \$14,370.72

**Operational Costs:** \$0.00

**Operation Impact:** Road belongs to NTTA, therefore no operational impact to the County.



### Description:

Creating a new arterial of 2 lanes from US 380 to FM 428, a distance of approximately 6.21 miles.

**Project Group:** Collin County Regional

**Project Number:** 070047

**Project Name:** Park Blvd FM 2514-SH78

**Start Date:** 2015

**Project to Date Budget:** \$1,500,000.00

**Expenditures:** \$0.00

**Available Budget:** \$1,500,000.00

**Operational Costs:** \$0.00

**Operation Impact:** Road belongs to the state, therefore no operational impact to the County.



### Description:

Park Blvd FM 2514-SH78



**Project Group:** Collin County Regional

**Project Number:** 070048

**Project Name:** US 380: Airport - CR458

**Start Date:** 2015

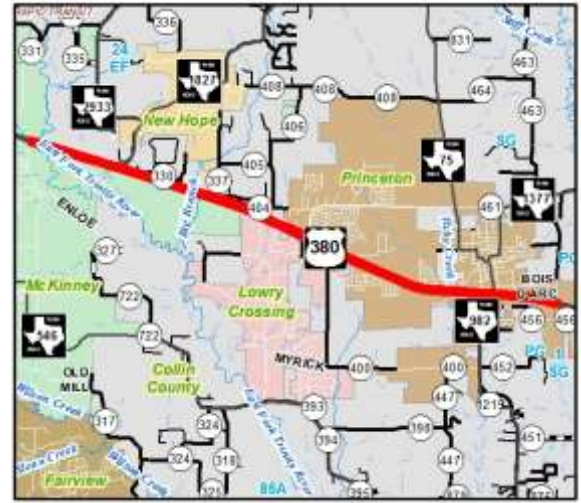
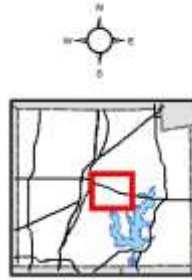
**Project to Date Budget:** \$1,200,000.00

**Expenditures:** \$0.00

**Available Budget:** \$1,200,000.00

**Operational Costs:** \$0.00

**Operation Impact:** Road belongs to the state, therefore no operational impact to the County.



### Description:

US 380: Airport - CR458 – Collin County will manage the Schematic and Environmental Clearance for the widening of US 380 from 4 to 6 lanes from Airport to CR 458.

**Project Group:** Collin County Regional

**Project Number:** 070049

**Project Name:** FM 546/CR400: Airport E PR

**Start Date:** 2015

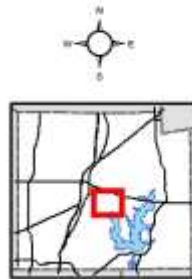
**Project to Date Budget:** \$1,300,000.00

**Expenditures:** \$0.00

**Available Budget:** \$1,300,000.00

**Operational Costs:** \$0.00

**Operation Impact:** Road belongs to the state, therefore no operational impact to the County.



### Description:

FM 546/CR400: Airport E PR – Alignment study for a new alignment of FM 546 from Airport Dr. in McKinney to CR 400 in Princeton



**Project Group:** Collin County Regional

**Project Number:** 070050

**Project Name:** DNT SB Frntage: FM428-380

**Start Date:** 2015

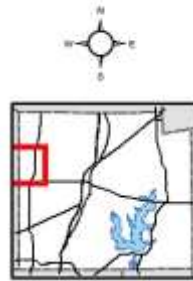
**Project to Date Budget:** \$1,300,000.00

**Expenditures:** \$1,213,743.58

**Available Budget:** \$86,256.42

**Operational Costs:** \$0.00

**Operation Impact:** Road belongs to NTTA, therefore no operational impact to the County.



### Description:

DNT SB Frntage: FM428-380 – The county will manage the final Design for the future Southbound frontage roads along the DNT from FM 428 to US 380.

**Project Group:** Collin County Regional

**Project Number:** 070051

**Project Name:** SH121, OL - SH160

**Start Date:** 2015

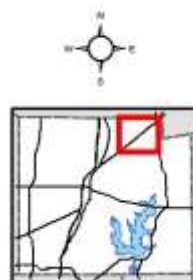
**Project to Date Budget:** \$6,500,000.00

**Expenditures:** \$3,997,968.10

**Available Budget:** \$2,502,031.90

**Operational Costs:** \$0.00

**Operation Impact:** Road belongs to the state, therefore no operational impact to the County.



### Description:

SH121, OL - SH160



**Project Group:** Collin County Regional

**Project Number:** 070052

**Project Name:** FM1378, FM1378N - FM3286

**Start Date:** 2015

**Project to Date Budget:** \$1,300,000.00

**Expenditures:** \$809,027.37

**Available Budget:** \$490,972.63

**Operational Costs:** \$0.00

**Operation Impact:** Road belongs to the state, therefore no operational impact to the County.

**Description:**

FM1378, FM1378N - FM3286 – Right of Way funding



**Project Group:** Collin County Regional

**Project Number:** 070053

**Project Name:** SH205, SH78 to County Line

**Start Date:** 2015

**Project to Date Budget:** \$900,000.00

**Expenditures:** \$0.00

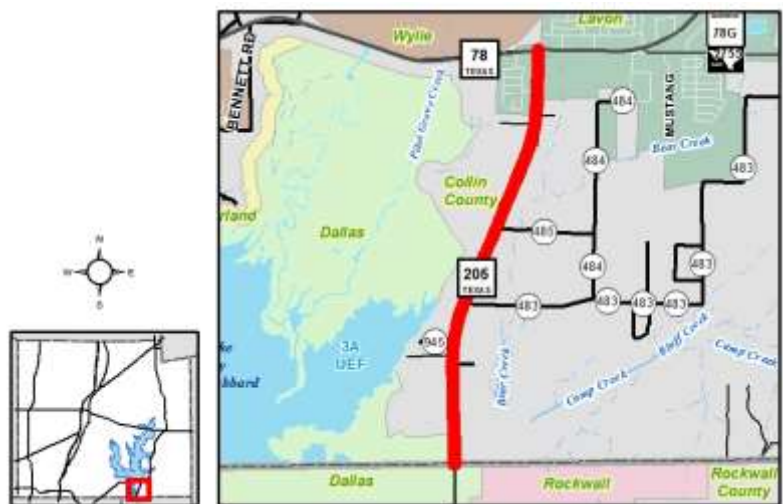
**Available Budget:** \$900,000.00

**Operational Costs:** \$0.00

**Operation Impact:** Road belongs to the state, therefore no operational impact to the County.

**Description:**

SH205, SH78 to County Line – Right of Way funding participation with TxDOT.





**Project Group:** Collin County Regional

**Project Number:** 070054

**Project Name:** FM2514, Lavon Pkwy-Brown

**Start Date:** 2015

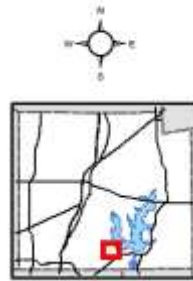
**Project to Date Budget:** \$4,800,000.00

**Expenditures:** \$1,319,137.40

**Available Budget:** \$3,480,862.60

**Operational Costs:** \$0.00

**Operation Impact:** Road belongs to the state, therefore no operational impact to the County.



### Description:

FM2514, Lavon Pkwy-Brown St.- Right of Way funding participation with TxDOT.

**Project Group:** Collin County Regional

**Project Number:** 070055

**Project Name:** SH5, US380 - SH121

**Start Date:** 2015

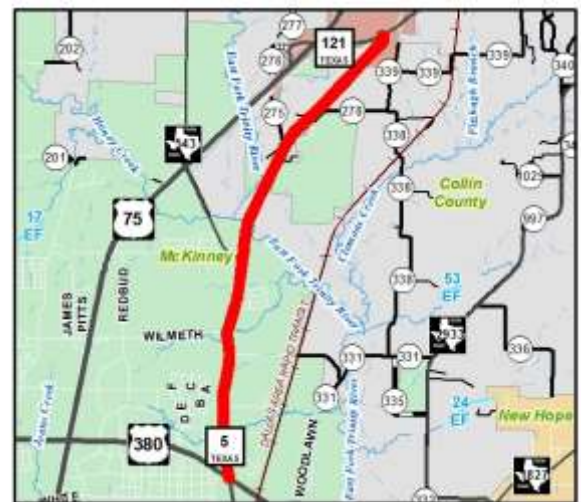
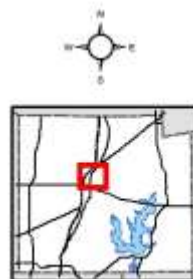
**Project to Date Budget:** \$579,818.00

**Expenditures:** \$0.00

**Available Budget:** \$579,818.00

**Operational Costs:** \$0.00

**Operation Impact:** Road belongs to the state, therefore no operational impact to the County.



### Description:

SH5, US380 - SH121; Right of Way participation with TxDOT



**Project Group:** Collin County Regional

**Project Number:** 070056

**Project Name:** SH78: FM6 - CR557

**Start Date:** 2015

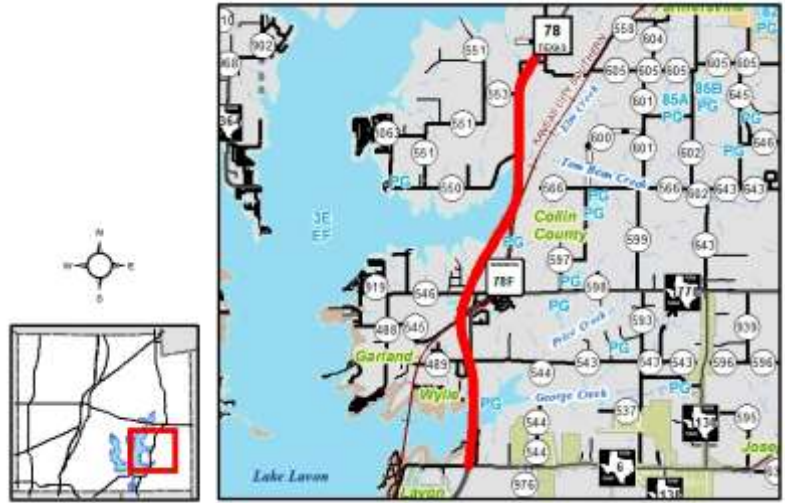
**Project to Date Budget:** \$2,657,247.00

**Expenditures:** \$0.00

**Available Budget:** \$2,657,247.00

**Operational Costs:** \$0.00

**Operation Impact:** Road belongs to the state, therefore no operational impact to the County.



### Description:

SH78: FM6 - CR557 Funding allocation for preliminary engineering and env. clearance for the widening of SH 78 from FM 6 to CR 557 from 2 lanes to 4 lanes (ult. 6)

**Project Group:** Collin County Regional

**Project Number:** 07094

**Project Name:** OuterLoop fr US 75 to 121

**Start Date:** 2011

**Project to Date Budget:** \$5,025,000.00

**Expenditures:** \$0.00

**Available Budget:** \$5,025,000.00

**Operational Costs:** \$0.00

**Operation Impact:** Road belongs to the Collin County Toll Road Authority. County is responsible for maintaining this road once it is built. Future operational impact is unknown at this time. Project is in Right of Way Acquisition phase.



### Description:

New Arterial of Outer Loop from US 75 to SH 121 for a length of 4.88 miles.



**Project Group:** Collin County Regional

**Project Number:** 07095

**Project Name:** Outer Loop from DNT to 289

**Start Date:** 2011

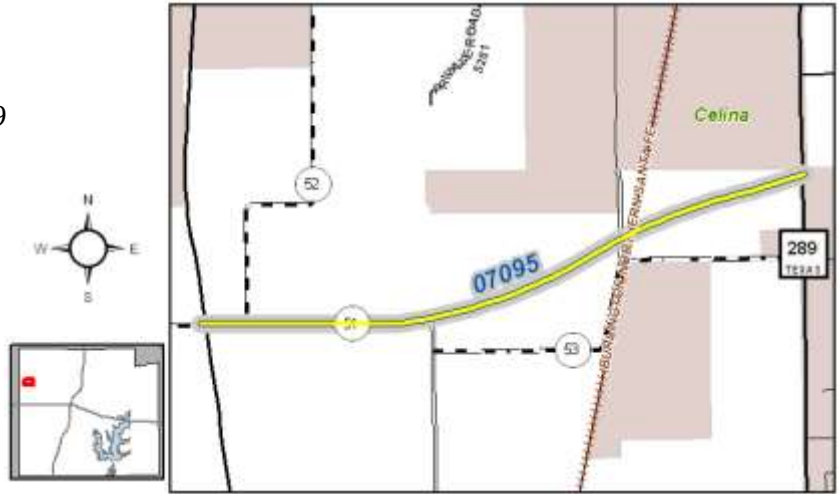
**Project to Date Budget:** \$4,962,000.00

**Expenditures:** \$1,812,937.46

**Available Budget:** \$3,149,062.54

**Operational Costs:** \$0.00

**Operation Impact:** Road belongs to the Collin County Toll Road Authority. County is responsible for maintaining this road once it is built. Future operational impact is unknown at this time since the construction has not began.



### Description:

New Arterial of Outer Loop from Dallas North Tollway to SH 289 for a length of 1.8 miles.

**Project Group:** Collin County Regional

**Project Number:** P75301

**Project Name:** Mobility Plan Update

**Start Date:** 2017

**Project to Date Budget:** \$202,970.00

**Expenditures:** \$70,070.00

**Available Budget:** \$132,900.00

**Operational Costs:** \$0.00

**Operation Impact:** Planning only. No operational impact anticipated.



### Description:

Thoroughfare and Transit Plan Map Revisions, Outer Loop additional Travel Demand Model Runs and Thoroughfare and Transit Plan Update in East Collin County to the 2014 Mobility Plan Update.



**Project Group:** Collin County Rural Road

**Project Number:** 070015

**Project Name:** CD - CR601 TomBeanCreek

**Start Date:** 2012

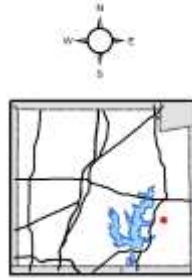
**Project to Date Budget:** \$380,349.00

**Expenditures:** \$328,207.41

**Available Budget:** \$52,141.59

**Operational Costs:** \$0.00

**Operation Impact:** Existing bridge so no maintenance increase is expected for the Road & Bridge Fund.



**Description:**  
County drainage of CR 601 Tom Bean Creek.

**Project Group:** Collin County Rural Road

**Project Number:** 070028

**Project Name:** CR317 @ Wilson Creek

**Start Date:** 2015

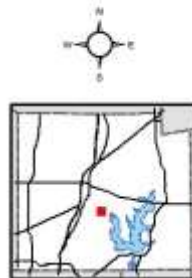
**Project to Date Budget:** \$532,699.00

**Expenditures:** \$460,523.50

**Available Budget:** \$72,175.50

**Operational Costs:** \$0.00

**Operation Impact:** Existing bridge so no maintenance increase is expected for the Road & Bridge Fund.



**Description:**  
CR317 @ Wilson Creek – County Bridge replacement project.



**Project Group:** Collin County Rural Road

**Project Number:** 07099

**Project Name:** CR - Park Blvd fr FM2514

**Start Date:** 2007

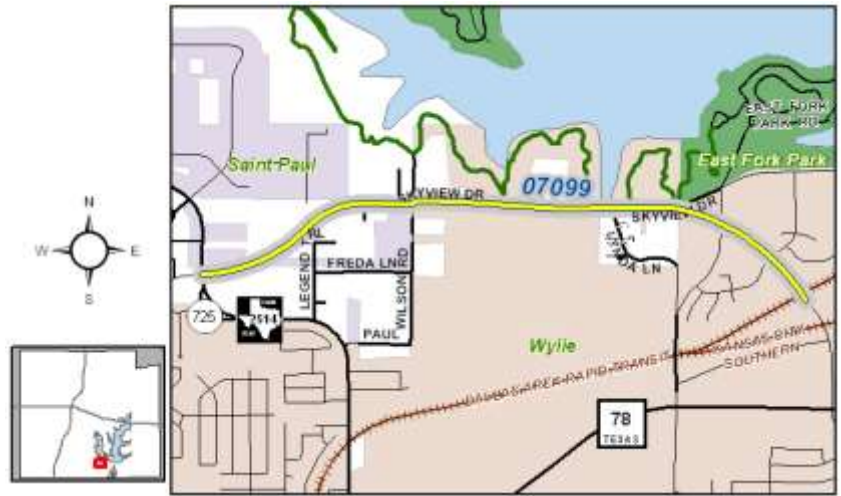
**Project to Date Budget:** \$1,988,600.00

**Expenditures:** \$1,051,488.90

**Available Budget:** \$937,111.10

**Operational Costs:** \$0.00

**Operation Impact:** Existing road and maintenance. No increase to existing maintenance in the Road & Bridge Fund.



### Description:

ROW of Park Blvd from FM 2514 (Parker Rd) to Spring Creek Pkwy for a length of 2.3 miles.

**Project Group:** Collin County Rural Road

**Project Number:** 07101

**Project Name:** CR - CR 424 fr Sheffield

**Start Date:** 2010

**Project to Date Budget:** \$1,120,000.00

**Expenditures:** \$0.00

**Available Budget:** \$1,120,000.00

**Operational Costs:** \$0.00

**Operation Impact:** Existing road and maintenance. No increase to existing maintenance in the Road & Bridge Fund.



### Description:

Reconstruction of CR 424 from Sheffield Farms to CR 509 for a length of 1 mile.



**Project Group:** Contingency

**Project Number:** CONTNG - R

**Project Name:** Road Bond Contingency

**Start Date:**

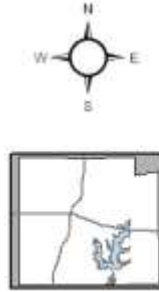
**Project to Date Budget:** \$36,488.00

**Expenditures:** \$0.00

**Available Budget:** \$36,488.00

**Operational Costs:** \$0.00

**Operation Impact:** Discretionary funding. Not allocated to any specific project at this time. Operational impact to be determined when projects are identified.



### Description:

2003 Contingency Road Bond Funds.

**Project Group:** County Bridges

**Project Number:** 03082

**Project Name:** CR282 - Bridge

**Start Date:** 2004

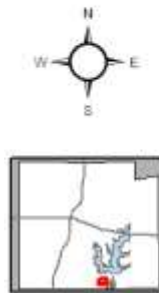
**Project to Date Budget:** \$29,000.00

**Expenditures:** \$18,000.00

**Available Budget:** \$11,000.00

**Operational Costs:** \$0.00

**Operation Impact:** No operational impact. Bridge is existing and maintenance is already budgeted in the Road & Bridge Fund. No additional maintenance will need to be budgeted.



### Description:

CR 382 bridge replacement at Stone Road Bridge - .025 miles.



**Project Group:** County Bridges

**Project Number:** 07103

**Project Name:** CD - CR 618 @ Cedar Creek

**Start Date:** 2009

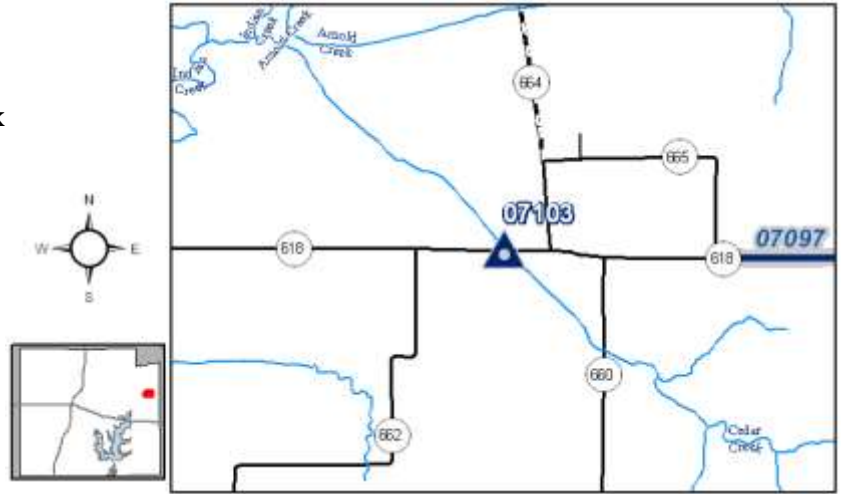
**Project to Date Budget:** \$718,072.00

**Expenditures:** \$706,269.33

**Available Budget:** \$11,802.67

**Operational Costs:** \$0.00

**Operation Impact:** No operational impact. Bridge is existing and maintenance is already budgeted in the Road & Bridge Fund. No additional maintenance will need to be budgeted.



### Description:

County Drainage of CR 618 @ Cedar Creek.



# **CAPITAL IMPROVEMENT PROGRAM**

## Facility Projects



| Project                            |                                 | Project to Date<br>Budget | Expenditures            | Available<br>Budget   |
|------------------------------------|---------------------------------|---------------------------|-------------------------|-----------------------|
| <b>Adult Detention Facility</b>    |                                 |                           |                         |                       |
| 03JAIL                             | 2003 Bond - Justice Centr       | \$20,165,009.00           | \$20,092,819.58         | \$72,189.42           |
|                                    |                                 | <b>\$20,165,009.00</b>    | <b>\$20,092,819.58</b>  | <b>\$72,189.42</b>    |
| <b>Courts Facility</b>             |                                 |                           |                         |                       |
| 03CH                               | COURTHOUSE-<br>BLOOMDALE RD     | \$56,896,273.00           | \$56,822,437.69         | \$73,835.31           |
| 07CH                               | Bloomdale Cths Phase 2          | \$22,665,047.00           | \$22,499,836.08         | \$165,210.92          |
|                                    |                                 | <b>\$79,561,320.00</b>    | <b>\$79,322,273.77</b>  | <b>\$239,046.23</b>   |
| <b>Juvenile Detention Facility</b> |                                 |                           |                         |                       |
| 03JUVD                             | 2003 Bond Juvenile Detent       | \$4,673,888.00            | \$4,670,944.47          | \$2,943.53            |
| 07JUV                              | Juvenile Detention<br>Expansion | \$1,000,000.00            | \$286,173.26            | \$713,826.74          |
|                                    |                                 | <b>\$5,673,888.00</b>     | <b>\$4,957,117.73</b>   | <b>\$716,770.27</b>   |
| <b>Juvenile Justice Facility</b>   |                                 |                           |                         |                       |
| 08JJAE                             | Juv Just Alt Educ Fac           | \$9,085,198.00            | \$8,946,562.14          | \$138,635.86          |
|                                    |                                 | <b>\$9,085,198.00</b>     | <b>\$8,946,562.14</b>   | <b>\$138,635.86</b>   |
| <b>TOTAL FACILITY PROJECTS</b>     |                                 | <b>\$114,485,415.00</b>   | <b>\$113,318,773.22</b> | <b>\$1,166,641.78</b> |



**Project Group:** Adult Detention Facility

**Project Number:** 03JAIL

**Project Name:** 2003 Bond - Justice Centr

**Start Date:** 2004

**Project to Date Budget:** \$20,165,009.00

**Expenditures:** \$20,092,819.58

**Available Budget:** \$72,189.42

**Operational Costs:** \$0.00

**Operation Impact:** No additional expansion is planned at this time. Maintenance was included at the time the building was completed.



**Description:**

Expansion of the Collin County Jail to add 288 beds. This expansion would satisfy projected needs through 2018.

.....



**Project Group:** Courts Facility

**Project Number:** 03CH

**Project Name:** COURTHOUSE-  
BLOOMDALE RD

**Start Date:** 2004

**Project to Date Budget:** \$56,896,273.00

**Expenditures:** \$56,822,437.69

**Available Budget:** \$73,835.31

**Operational Costs:** \$0.00

**Operation Impact:** No additional expansion  
is planned at this time.  
Maintenance was  
included at the time the  
building was completed.



**Description:**

A facility that will house 14 district courts and supporting departments while providing space for future courtroom expansions. This facility will support projected growth through 2018.

.....



**Project Group:** Courts Facility

**Project Number:** 07CH

**Project Name:** Bloomdale Cths Phase 2

**Start Date:** 2008

**Project to Date Budget:** \$22,665,047.00

**Expenditures:** \$22,499,836.08

**Available Budget:** \$165,210.92

**Operational Costs:** \$0.00

**Operation Impact:** No additional expansion is planned at this time. Maintenance was included at the time the building was completed.



### Description:

Expansion of Collin County Courthouse to allow the continued centralization of courts and governmental departments to the new courthouse campus.

.....

**Project Group:** Juvenile Detention Facility

**Project Number:** 03JUVD

**Project Name:** 2003 Bond Juvenile Detent

**Start Date:** 2004

**Project to Date Budget:** \$4,673,888.00

**Expenditures:** \$4,670,944.47

**Available Budget:** \$2,943.53

**Operational Costs:** \$0.00

**Operation Impact:** Expansion currently on hold.



### Description:

Expansion of the Juvenile Detention Facility to add 48 additional beds. Facility is currently at capacity.

.....



**Project Group:** Juvenile Detention Facility

**Project Number:** 07JUV

**Project Name:** Juvenile Detention Expansion

**Start Date:**

**Project to Date Budget:** \$1,000,000.00

**Expenditures:** \$286,173.26

**Available Budget:** \$713,826.74

**Operational Costs:** \$0.00

**Operation Impact:** Expansion currently on hold.

**Description:**

Expansion to include additional 48-bed housing unit.



**Project Group:** Juvenile Justice Facility

**Project Number:** 08JJAE

**Project Name:** Juv Just Alt Educ Fac

**Start Date:**

**Project to Date Budget:** \$9,085,198.00

**Expenditures:** \$8,946,562.14

**Available Budget:** \$138,635.86

**Operational Costs:** \$0.00

**Operation Impact:** No additional expansion is planned at this time. Maintenance was included at the time the building was completed.

**Description:**

Juvenile Justice Alternative Education Facility.





# **CAPITAL IMPROVEMENT PROGRAM**

## Open Space Projects



| Project                          |                                | Project to Date<br>Budget | Expenditures           | Available<br>Budget   |
|----------------------------------|--------------------------------|---------------------------|------------------------|-----------------------|
| <b>Open Space Grants</b>         |                                |                           |                        |                       |
| 07OS                             | 2007 Open Space Grant Fnd      | \$1,684,640.00            | \$0.00                 | \$1,684,640.00        |
| 07PG35                           | CC NC - New Prairie Restor     | \$29,128.00               | \$24,353.55            | \$4,774.45            |
| 07PG43                           | Murphy-Tr Connector Proj       | \$500,000.00              | \$439,060.00           | \$60,940.00           |
| 07PG48                           | Myers Park Grass Paver         | \$200,000.00              | \$37,970.96            | \$162,029.04          |
| 07PG50                           | Trinity Trail Renovation       | \$15,000.00               | \$13,539.43            | \$1,460.57            |
| 07PG51                           | Trinity Trail Sycamore<br>Reme | \$5,500.00                | \$1,792.50             | \$3,707.50            |
| 07PG52                           | Allen Cottonwood Crk Trail     | \$635,000.00              | \$626,724.42           | \$8,275.58            |
| 07PG53                           | Farmersville Chaparral Tr      | \$150,000.00              | \$143,171.76           | \$6,828.24            |
| 07PG59                           | CC MP - Const Stone Steps      | \$8,000.00                | \$0.00                 | \$8,000.00            |
| 07PG60                           | CC MP - Const Maint Build      | \$115,000.00              | \$105,135.00           | \$9,865.00            |
| 07PG70                           | CC - Myers Park Trees          | \$10,000.00               | \$0.00                 | \$10,000.00           |
| 07PG71                           | CC MP-Shade Demo Garden        | \$3,000.00                | \$2,184.10             | \$815.90              |
| 07PG72                           | CC MP-Flagstone Walkway        | \$50,000.00               | \$11,275.00            | \$38,725.00           |
| 07PG80                           | PL - Prstn Rdg Trail Connec    | \$160,000.00              | \$0.00                 | \$160,000.00          |
| 07PG89                           | LV-Lvn Cmmnty Sprts Prk        | \$30,000.00               | \$28,500.00            | \$1,500.00            |
| 07PG97                           | Asphalt-Myers Park & Even      | \$200,000.00              | \$154,976.76           | \$45,023.24           |
|                                  |                                | <b>\$3,795,268.00</b>     | <b>\$1,588,683.48</b>  | <b>\$2,206,584.52</b> |
| <b>Outdoor Camp</b>              |                                |                           |                        |                       |
| 010C                             | OUTDOOR CAMP                   | \$26,970,915.00           | \$25,914,913.64        | \$1,056,001.36        |
| 010CA                            | AdvCmp - Upgrd<br>WasteWtrPl   | \$382,039.00              | \$381,486.58           | \$552.42              |
|                                  |                                | <b>\$27,352,954.00</b>    | <b>\$26,296,400.22</b> | <b>\$1,056,553.78</b> |
| <b>TOTAL OPEN SPACE PROJECTS</b> |                                | <b>\$31,148,222.00</b>    | <b>\$27,885,083.70</b> | <b>\$3,263,138.30</b> |



**Project Group:** Open Space Grants

**Project Number:** 070S

**Project Name:** 2007 Open Space Grant Fnd

**Start Date:** 2009

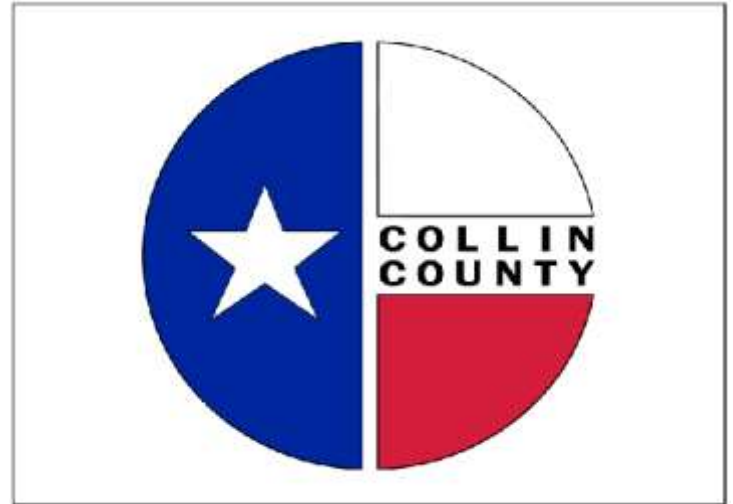
**Project to Date Budget:** \$1,684,640.00

**Expenditures:** \$0.00

**Available Budget:** \$1,684,640.00

**Operational Costs:** \$0.00

**Operation Impact:** Open Space Grant Funding. To be allocated on an annual basis based on applications received.



**Description:**  
2007 Open Space Grant Funds.

**Project Group:** Open Space Grants

**Project Number:** 07PG35

**Project Name:** CC NC - New Prairie Restor

**Start Date:** 2012

**Project to Date Budget:** \$29,128.00

**Expenditures:** \$24,353.55

**Available Budget:** \$4,774.45

**Operational Costs:** \$0.00

**Operation Impact:** All future maintenance is the responsibility of the City. No future cost impact to the County.



**Description:**  
Collin County Nature Conservancy - New Prairie Restoration Program.



**Project Group:** Open Space Grants

**Project Number:** 07PG43

**Project Name:** Murphy-Tr Connector Proj

**Start Date:** 2012

**Project to Date Budget:** \$500,000.00

**Expenditures:** \$439,060.00

**Available Budget:** \$60,940.00

**Operational Costs:** \$0.00

**Operation Impact:** All future maintenance is the responsibility of the City. No future cost impact to the County.

**Description:**

Murphy Trail Connector Project - concrete trail and pedestrian bridge.



**Project Group:** Open Space Grants

**Project Number:** 07PG48

**Project Name:** Myers Park Grass Paver

**Start Date:** 2013

**Project to Date Budget:** \$200,000.00

**Expenditures:** \$37,970.96

**Available Budget:** \$162,029.04

**Operational Costs:** \$0.00

**Operation Impact:** No operational impact anticipated.

**Description:**

Construct 100 parking spaces using a grass paver system.





**Project Group:** Open Space Grants

**Project Number:** 07PG50

**Project Name:** Trinity Trail Renovation

**Start Date:** 2013

**Project to Date Budget:** \$15,000.00

**Expenditures:** \$13,539.43

**Available Budget:** \$1,460.57

**Operational Costs:** \$0.00

**Operation Impact:** All future maintenance is the responsibility of the park organization. No future cost impact to the County.



**Description:**  
Pipeline drainage, trailbed renovation / drainage.



**Project Group:** Open Space Grants

**Project Number:** 07PG51

**Project Name:** Trinity Trail Sycamore Reme

**Start Date:** 2013

**Project to Date Budget:** \$5,500.00

**Expenditures:** \$1,792.50

**Available Budget:** \$3,707.50

**Operational Costs:** \$0.00

**Operation Impact:** All future maintenance is the responsibility of the park organization. No future cost impact to the County.



**Description:**

Protect & preserve Gian Sycamore - soil remediation, embankment, inspection, branch remediation.

**Project Group:** Open Space Grants

**Project Number:** 07PG52

**Project Name:** Allen Cottonwood Crk Trail

**Start Date:** 2013

**Project to Date Budget:** \$635,000.00

**Expenditures:** \$626,724.42

**Available Budget:** \$8,275.58

**Operational Costs:** \$0.00

**Operation Impact:** All future maintenance is the responsibility of the City. No future cost impact to the County.



**Description:**

Concrete trail and pedestrian steel truss bridge.



**Project Group:** Open Space Grants

**Project Number:** 07PG53

**Project Name:** Farmersville Chaparral Tr

**Start Date:** 2013

**Project to Date Budget:** \$150,000.00

**Expenditures:** \$143,171.76

**Available Budget:** \$6,828.24

**Operational Costs:** \$0.00

**Operation Impact:** All future maintenance is the responsibility of the City. No future cost impact to the County.

**Description:**

Trail / parking / bridge rehab / signage / benches / picnic tables.



**Project Group:** Open Space Grants

**Project Number:** 07PG59

**Project Name:** CC MP - Const Stone Steps

**Start Date:** 2015

**Project to Date Budget:** \$8,000.00

**Expenditures:** \$0.00

**Available Budget:** \$8,000.00

**Operational Costs:** \$0.00

**Operation Impact:** No operational impact anticipated.

**Description:**

Construction of stone steps at Myers Park.





## Open Space Projects





**Project Group:** Open Space Grants

**Project Number:** 07PG71

**Project Name:** CC MP-Shade Demo Garden

**Start Date:** 2015

**Project to Date Budget:** \$3,000.00

**Expenditures:** \$2,184.10

**Available Budget:** \$815.90

**Operational Costs:** \$0.00

**Operation Impact:** Maintained by the Agrilife Master Gardeners. No County maintenance required.



**Description:**

Plants, irrigation, and pathway materials.

**Project Group:** Open Space Grants

**Project Number:** 07PG72

**Project Name:** CC MP-Flagstone Walkway

**Start Date:** 2015

**Project to Date Budget:** \$50,000.00

**Expenditures:** \$11,275.00

**Available Budget:** \$38,725.00

**Operational Costs:** \$0.00

**Operation Impact:** No operational impact anticipated.



**Description:**

Purchase and install flagston walkways at perennial garden



**Project Group:** Open Space Grants

**Project Number:** 07PG80

**Project Name:** PL - Prstn Rdg Trail Connec

**Start Date:** 2016

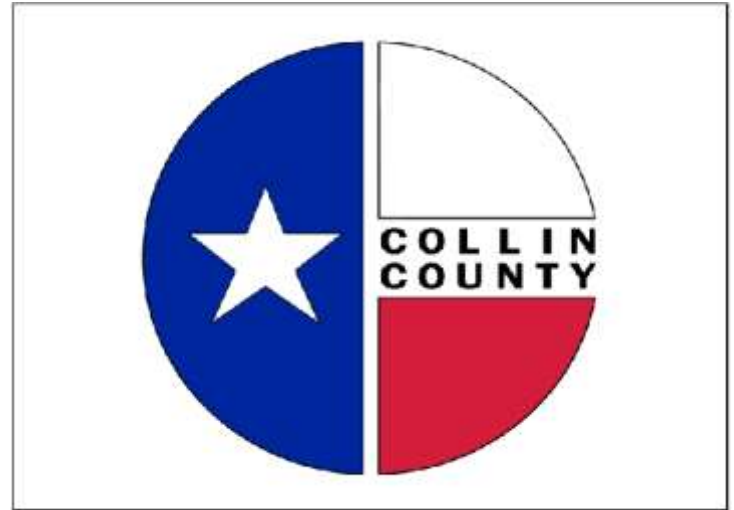
**Project to Date Budget:** \$160,000.00

**Expenditures:** \$0.00

**Available Budget:** \$160,000.00

**Operational Costs:** \$0.00

**Operation Impact:** All future maintenance is the responsibility of the City. No future cost impact to the County.



**Description:**

Concrete trail in the Ohio Dr ROW linking the existing Preston Ridge Trail south of Bush Turnpike

**Project Group:** Open Space Grants

**Project Number:** 07PG89

**Project Name:** LV-Lvn Cmmnty Sprts Prk

**Start Date:** 2017

**Project to Date Budget:** \$30,000.00

**Expenditures:** \$28,500.00

**Available Budget:** \$1,500.00

**Operational Costs:** \$0.00

**Operation Impact:** All future maintenance is the responsibility of the City. No future cost impact to the County.



**Description:**

Land acquisition of four parcels totaling 1.76 acres.



**Project Group:** Open Space Grants

**Project Number:** 07PG97

**Project Name:** Asphalt-Myers Park & Even

**Start Date:** 2017

**Project to Date Budget:** \$200,000.00

**Expenditures:** \$154,976.76

**Available Budget:** \$45,023.24

**Operational Costs:** \$0.00

**Operation Impact:** No operational impact anticipated.

**Description:**

Reconstruction of drives and parking lots in and around Myers Park.



**Project Group:** Outdoor Camp

**Project Number:** 010C

**Project Name:** OUTDOOR CAMP

**Start Date:** 2001

**Project to Date Budget:** \$26,970,915.00

**Expenditures:** \$25,914,913.64

**Available Budget:** \$1,056,001.36

**Operational Costs:** \$0.00

**Operation Impact:** No operational impact. The Adventure Camp is managed and maintained by the YMCA.

**Description:**

Collin County has partnered with the YMCA to manage and maintain the camp once constructed. The construction of the camp lasted from 2002-2006. Remaining funds are not allocated to any further expansion at this time.





**Project Group:** Outdoor Camp

**Project Number:** 010CA

**Project Name:** AdvCmp - Upgrd  
WasteWtrPl

**Start Date:** 2010

**Project to Date Budget:** \$382,039.00

**Expenditures:** \$381,486.58

**Available Budget:** \$552.42

**Operational Costs:** \$0.00

**Operation Impact:** No operational impact.  
The Adventure Camp is  
managed and maintained  
by the YMCA.



**Description:**

Update of the waste water plant at the Adventure Camp.



# **CAPITAL IMPROVEMENT PROGRAM**

## Tax Note Projects



| Project                        |                            | Project to Date<br>Budget | Expenditures           | Available<br>Budget   |
|--------------------------------|----------------------------|---------------------------|------------------------|-----------------------|
| <b>Tax Notes</b>               |                            |                           |                        |                       |
| 01MP                           | ADMIN SER- MASTER<br>PLAN  | \$1,580,486.00            | \$1,530,350.77         | \$50,135.23           |
| 03FIN                          | Financial Reporting System | \$12,194,488.00           | \$8,604,703.40         | \$3,589,784.60        |
| 03JUS                          | Justice System             | \$15,477,057.00           | \$13,442,525.09        | \$2,034,531.91        |
|                                |                            | <b>\$29,252,031.00</b>    | <b>\$23,577,579.26</b> | <b>\$5,674,451.74</b> |
| <b>TOTAL TAX NOTE PROJECTS</b> |                            | <b>\$29,252,031.00</b>    | <b>\$23,577,579.26</b> | <b>\$5,674,451.74</b> |



**Project Group:** Tax Notes

**Project Number:** 01MP

**Project Name:** ADMIN SER- MASTER PLAN

**Start Date:**

**Project to Date Budget:** \$1,580,486.00

**Expenditures:** \$1,530,350.77

**Available Budget:** \$50,135.23

**Operational Costs:** \$0.00

**Operation Impact:** Planning only. No operational impact anticipated.



### Description:

Funding established to develop master planning documents for court facilities and other Collin County properties.

**Project Group:** Tax Notes

**Project Number:** 03FIN

**Project Name:** Financial Reporting System

**Start Date:**

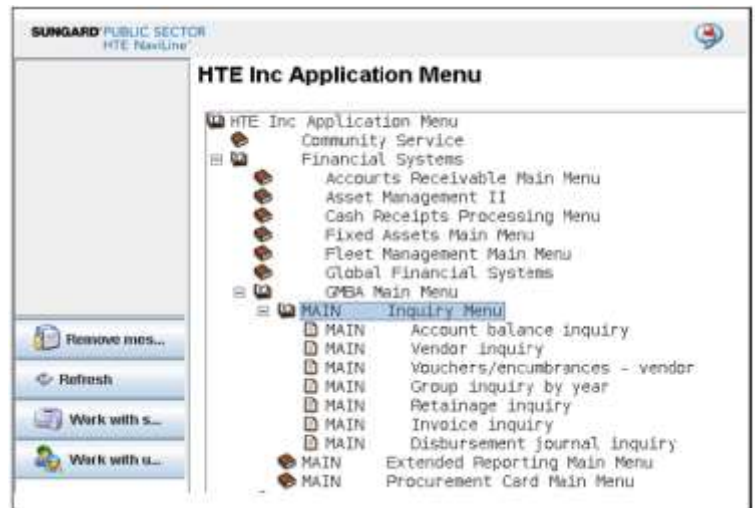
**Project to Date Budget:** \$12,194,488.00

**Expenditures:** \$8,604,703.40

**Available Budget:** \$3,589,784.60

**Operational Costs:** \$258,798.02

**Operation Impact:** Annual maintenance of system included in General Fund annual budget.



### Description:

To acquire and update the county's financial system.



**Project Group:** Tax Notes

**Project Number:** 03JUS

**Project Name:** Justice System

**Start Date:**

**Project to Date Budget:** \$15,477,057.00

**Expenditures:** \$13,442,525.09

**Available Budget:** \$2,034,531.91

**Operational Costs:** \$616,000.00

**Operation Impact:** Annual maintenance of system included in General Fund annual budget.



### Description:

To provide an integrated court management information system to enhance Collin County operations and allow sharing of court-related data with other counties in a consistent format.

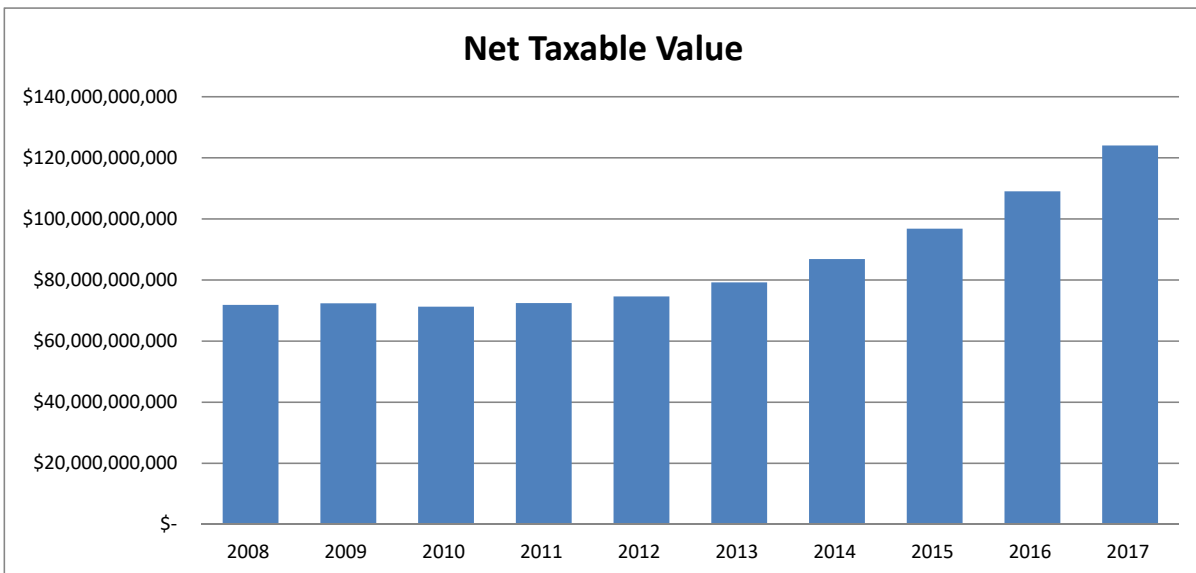


# STATISTICS

## Appraised Values

Ten-Year Trend

| YEAR | NET TAXABLE        | % CHANGE | ADJUSTED TAXABLE   | % CHANGE |
|------|--------------------|----------|--------------------|----------|
| 2008 | \$ 71,866,212,346  | 4.6%     | \$ 71,770,458,046  | 4.8%     |
| 2009 | \$ 72,388,951,258  | 0.7%     | \$ 72,265,420,761  | 0.7%     |
| 2010 | \$ 71,277,687,478  | -1.5%    | \$ 71,211,193,179  | -1.5%    |
| 2011 | \$ 72,462,518,559  | 1.7%     | \$ 72,358,101,040  | 1.6%     |
| 2012 | \$ 74,630,300,190  | 3.0%     | \$ 74,525,514,514  | 3.0%     |
| 2013 | \$ 79,238,767,392  | 6.2%     | \$ 79,118,900,313  | 6.2%     |
| 2014 | \$ 86,871,450,852  | 9.6%     | \$ 86,486,159,140  | 9.3%     |
| 2015 | \$ 96,807,570,324  | 11.4%    | \$ 96,197,416,782  | 11.2%    |
| 2016 | \$ 109,041,422,918 | 12.6%    | \$ 108,308,828,437 | 12.6%    |
| 2017 | \$ 124,035,906,716 | 13.8%    | \$ 123,186,796,413 | 13.7%    |



### NOTES:

1. Certified Net Taxable Value is as of July 25th of each year per Tax Code 26.01
2. Adjusted Taxable Value equals Certified Net Taxable less Freeze Loss as of July 25th of each year per Tax Code 26.01

## Property Tax

The following is a property tax analysis for an average homeowner living in Collin County. The average home in Collin County is valued at \$344,382 according to statistics compiled by the Central Appraisal District of Collin County.

| TAXING UNIT                                      | TAX RATE           | AVERAGE TAXES   |
|--------------------------------------------------|--------------------|-----------------|
| Collin County                                    | \$0.1922460        | \$628.96        |
| City of Plano                                    | \$0.4686000        | \$1,318.57      |
| Plano ISD                                        | \$1.4390000        | \$4,595.91      |
| Collin County Community College District (CCCCD) | <u>\$0.0798100</u> | <u>\$270.86</u> |
| Total                                            | \$2.1796560        | \$6,814.30      |

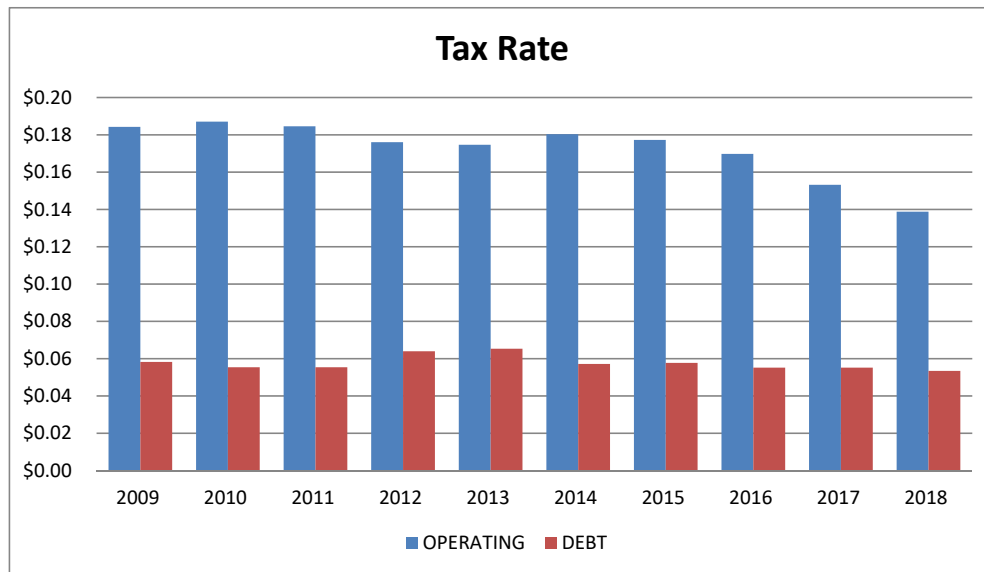
### Distribution by Taxing Unit



## Tax Rate Distribution

Ten-Year Trend

| FISCAL YEAR | OPERATING |          | DEBT |          | TOTAL       |
|-------------|-----------|----------|------|----------|-------------|
| 2009        | \$        | 0.184260 | \$   | 0.058240 | \$ 0.242500 |
| 2010        | \$        | 0.187080 | \$   | 0.055420 | \$ 0.242500 |
| 2011        | \$        | 0.184580 | \$   | 0.055420 | \$ 0.240000 |
| 2012        | \$        | 0.176046 | \$   | 0.063954 | \$ 0.240000 |
| 2013        | \$        | 0.174663 | \$   | 0.065337 | \$ 0.240000 |
| 2014        | \$        | 0.180334 | \$   | 0.057166 | \$ 0.237500 |
| 2015        | \$        | 0.177268 | \$   | 0.057732 | \$ 0.235000 |
| 2016        | \$        | 0.169800 | \$   | 0.055200 | \$ 0.225000 |
| 2017        | \$        | 0.153195 | \$   | 0.055200 | \$ 0.208395 |
| 2018        | \$        | 0.138796 | \$   | 0.053450 | \$ 0.192246 |



# Tax Rate Distribution

By Fund

| FUND NAME | FUND NUMBER | TAX RATE | ESTIMATED REVENUE |
|-----------|-------------|----------|-------------------|
|-----------|-------------|----------|-------------------|

## OPERATING TAX RATE

|                            |     |                    |                     |
|----------------------------|-----|--------------------|---------------------|
| General Fund               | 001 | \$ 0.136477        | \$ 166,592,157      |
| Road & Bridge Fund         | 010 | \$ -               | \$ -                |
| Permanent Improvement Fund | 499 | <u>\$ 0.002319</u> | <u>\$ 2,829,355</u> |
|                            |     | \$ 0.138796        | \$ 169,421,512      |

## DEBT TAX RATE

|                   |     |                    |                      |
|-------------------|-----|--------------------|----------------------|
| Debt Service Fund | 399 | <u>\$ 0.053450</u> | <u>\$ 65,213,003</u> |
|                   |     | \$ 0.053450        | \$ 65,213,003        |

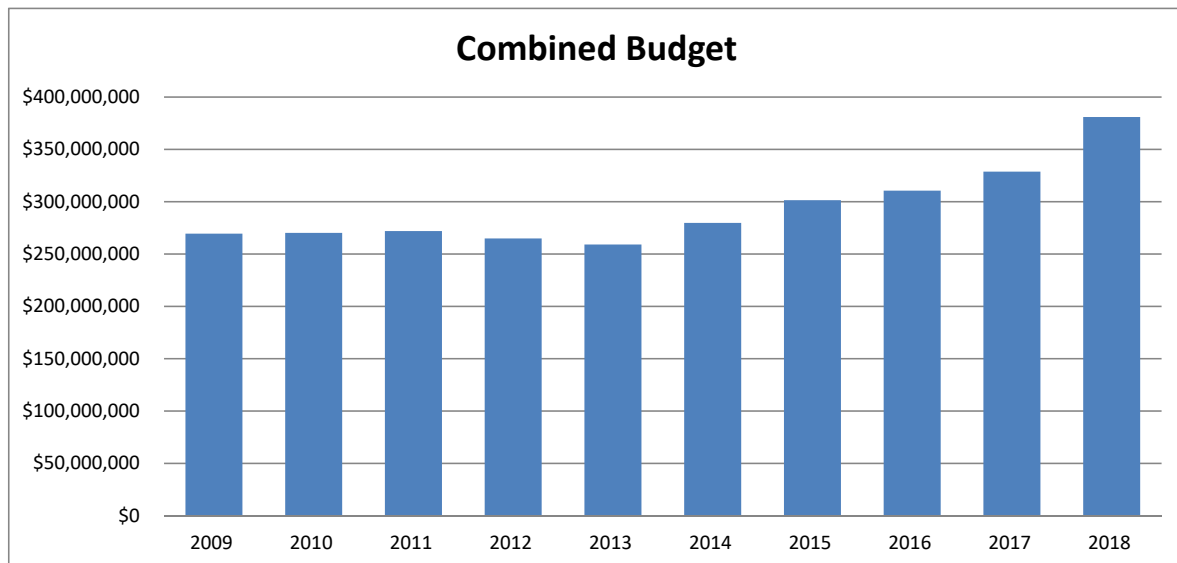
## TOTAL TAX RATE

\$ 0.192246 \$ 234,634,515

## Combined Budget

Ten-Year Trend  
(Excludes Bond Funds)

| FISCAL YEAR | ADOPTED BUDGET | PERCENT CHANGE |
|-------------|----------------|----------------|
| 2009        | \$ 269,482,206 | 5.6%           |
| 2010        | \$ 270,182,156 | 0.3%           |
| 2011        | \$ 271,926,181 | 0.6%           |
| 2012        | \$ 264,881,827 | -2.6%          |
| 2013        | \$ 259,113,699 | -2.2%          |
| 2014        | \$ 279,797,754 | 8.0%           |
| 2015        | \$ 301,450,396 | 7.7%           |
| 2016        | \$ 310,542,625 | 3.0%           |
| 2017        | \$ 328,756,806 | 5.9%           |
| 2018        | \$ 380,933,662 | 15.9%          |

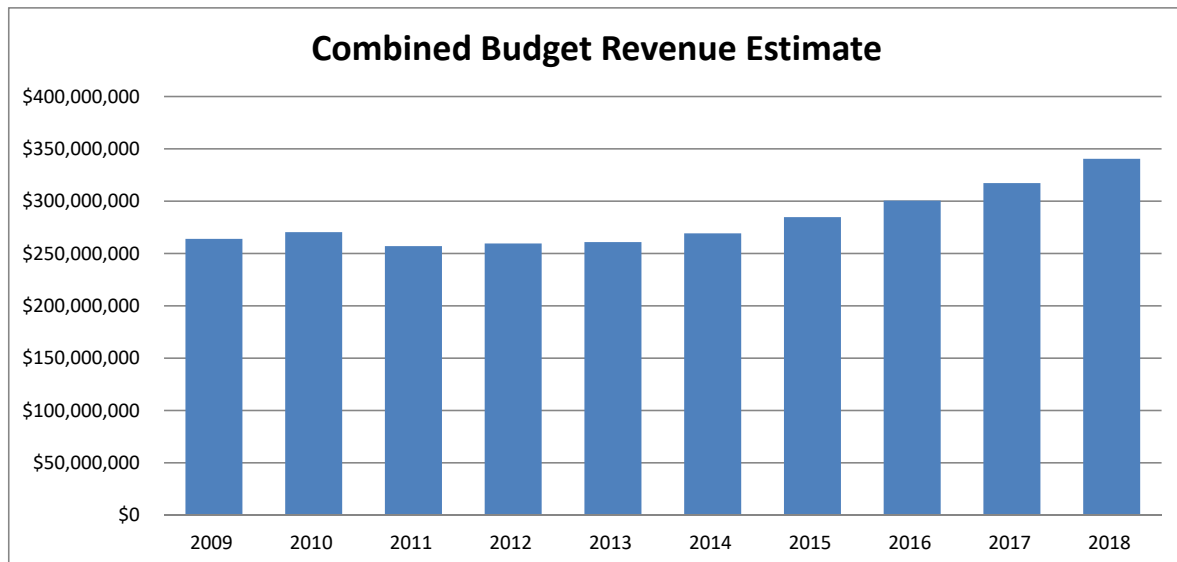


## Combined Budget Revenue Estimate

Ten-Year Trend

(Excludes Bond Funds & Reserves)

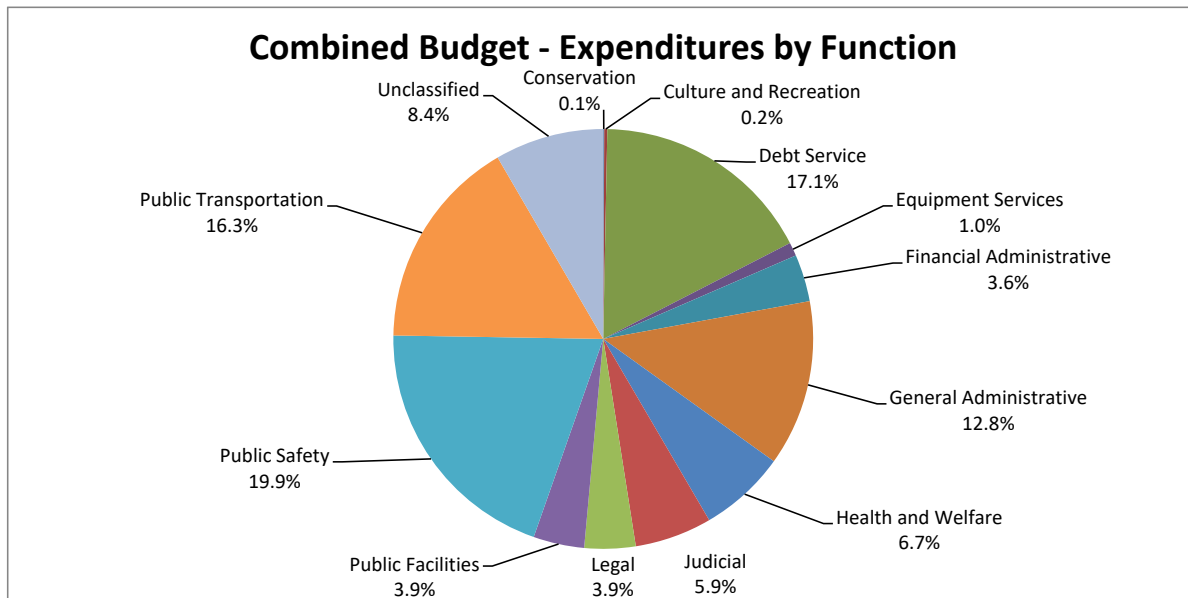
| FISCAL YEAR | ADOPTED REVENUE<br>ESTIMATE | PERCENT CHANGE |
|-------------|-----------------------------|----------------|
| 2009        | \$ 263,954,864              | -0.6%          |
| 2010        | \$ 270,401,747              | 2.4%           |
| 2011        | \$ 257,065,347              | -4.9%          |
| 2012        | \$ 259,592,515              | 1.0%           |
| 2013        | \$ 260,900,125              | 0.5%           |
| 2014        | \$ 269,241,160              | 3.2%           |
| 2015        | \$ 284,755,238              | 5.8%           |
| 2016        | \$ 300,520,823              | 5.5%           |
| 2017        | \$ 317,293,015              | 5.6%           |
| 2018        | \$ 340,484,495              | 7.3%           |



## Combined Budget

Expenditures by Function  
(Excludes Bond Funds)

| FUNCTION AREA            | FY 2016 ACTUALS       | FY 2017 ADOPTED       | FY 2017 ACTUALS       | FY 2018 ADOPTED       |
|--------------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| Conservation             | \$ 243,372            | \$ 315,744            | \$ 212,579            | \$ 297,749            |
| Culture and Recreation   | \$ 950,131            | \$ 928,526            | \$ 927,929            | \$ 883,288            |
| Debt Service             | \$ 54,165,101         | \$ 58,641,714         | \$ 59,387,552         | \$ 65,290,931         |
| Equipment Services       | \$ 3,895,158          | \$ 4,448,829          | \$ 2,878,506          | \$ 3,955,853          |
| Financial Administrative | \$ 11,821,225         | \$ 12,677,531         | \$ 12,045,189         | \$ 13,820,863         |
| General Administrative   | \$ 39,388,698         | \$ 52,155,460         | \$ 41,868,899         | \$ 48,715,261         |
| Health and Welfare       | \$ 23,035,921         | \$ 23,306,538         | \$ 23,426,119         | \$ 25,429,350         |
| Judicial                 | \$ 19,607,073         | \$ 20,997,382         | \$ 19,714,890         | \$ 22,623,662         |
| Legal                    | \$ 12,420,393         | \$ 13,891,620         | \$ 12,529,994         | \$ 14,986,466         |
| Public Facilities        | \$ 12,245,504         | \$ 15,358,242         | \$ 12,699,489         | \$ 14,937,313         |
| Public Safety            | \$ 64,190,821         | \$ 69,895,362         | \$ 71,719,577         | \$ 75,757,187         |
| Public Transportation    | \$ 22,346,171         | \$ 28,683,449         | \$ 32,452,757         | \$ 62,268,778         |
| Unclassified             | \$ 55,975,567         | \$ 27,456,409         | \$ 35,773,804         | \$ 31,966,961         |
|                          | <u>\$ 320,285,136</u> | <u>\$ 328,756,806</u> | <u>\$ 325,637,284</u> | <u>\$ 380,933,662</u> |

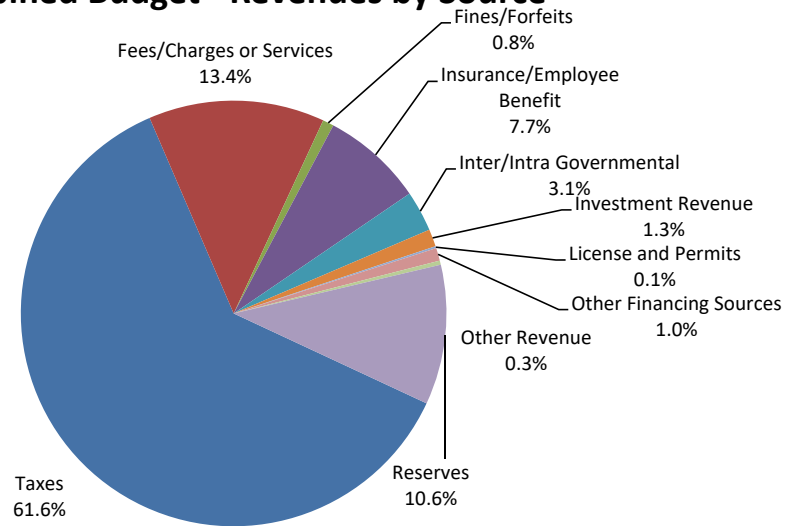


## Combined Budget

Revenues by Source  
(Excludes Bond Funds)

| FUNCTION AREA              | FY 2016 ACTUALS       | FY 2017 ADOPTED       | FY 2017 ACTUALS       | FY 2018 ADOPTED       |
|----------------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| Taxes                      | \$ 219,528,889        | \$ 224,318,124        | \$ 228,262,009        | \$ 234,634,515        |
| Fees/Charges or Services   | \$ 50,077,951         | \$ 43,889,371         | \$ 51,425,529         | \$ 50,957,560         |
| Fines/Forfeits             | \$ 3,227,168          | \$ 3,316,400          | \$ 2,950,498          | \$ 3,222,000          |
| Insurance/Employee Benefit | \$ 32,773,836         | \$ 27,545,657         | \$ 34,996,206         | \$ 29,419,246         |
| Inter/Intra Governmental   | \$ 15,800,119         | \$ 11,777,866         | \$ 19,080,743         | \$ 11,761,463         |
| Investment Revenue         | \$ 4,572,740          | \$ 3,839,097          | \$ 5,658,555          | \$ 5,021,811          |
| License and Permits        | \$ 630,265            | \$ 635,000            | \$ 616,799            | \$ 570,000            |
| Other Financing Sources    | \$ 30,424,164         | \$ 1,248,000          | \$ 2,422,268          | \$ 3,698,000          |
| Other Revenue              | \$ 2,008,554          | \$ 723,500            | \$ 1,955,268          | \$ 1,199,900          |
| Reserves                   | \$ -                  | \$ 11,463,791         | \$ -                  | \$ 40,471,616         |
|                            | <u>\$ 359,043,686</u> | <u>\$ 328,756,806</u> | <u>\$ 347,367,875</u> | <u>\$ 380,956,111</u> |

### Combined Budget - Revenues by Source



## Combined Budget

Revenues and Expenditures (Thousands)  
(Excludes Bond Funds)

|                                 | OPERATING FUNDS   |                   |                    |                    |                   |                    |                            |                   |                    |                   |                   |                    |                   |                   |                    |                   |                   |                    |
|---------------------------------|-------------------|-------------------|--------------------|--------------------|-------------------|--------------------|----------------------------|-------------------|--------------------|-------------------|-------------------|--------------------|-------------------|-------------------|--------------------|-------------------|-------------------|--------------------|
|                                 | GENERAL FUND      |                   |                    | ROAD & BRIDGE FUND |                   |                    | PERMANENT IMPROVEMENT FUND |                   |                    | DEBT SERVICE FUND |                   |                    | ALL OTHER FUNDS   |                   |                    | COMBINED FUNDS    |                   |                    |
|                                 | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ADOPTED | FY 2016<br>ACTUAL  | FY 2017<br>ACTUAL | FY 2018<br>ADOPTED | FY 2016<br>ACTUAL          | FY 2017<br>ACTUAL | FY 2018<br>ADOPTED | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ADOPTED | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ADOPTED | FY 2016<br>ACTUAL | FY 2017<br>ACTUAL | FY 2018<br>ADOPTED |
| <b>REVENUES BY SOURCE</b>       |                   |                   |                    |                    |                   |                    |                            |                   |                    |                   |                   |                    |                   |                   |                    |                   |                   |                    |
| Taxes                           | \$ 161,814        | \$ 164,117        | \$ 166,592         | \$ 3,900           | \$ 438            | \$ -               | \$ -                       | \$ 3,284          | \$ 2,829           | \$ 53,815         | \$ 60,424         | \$ 65,213          | \$ 0              | \$ (0)            | \$ -               | \$ 219,529        | \$ 228,262        | \$ 234,635         |
| Fees/Charges or Services        | 19,004            | 19,553            | 19,512             | 19,084             | 19,630            | 19,696             | 46                         | 107               | 98                 | -                 | -                 | -                  | 11,944            | 12,135            | 11,652             | 50,078            | 51,426            | 50,958             |
| Fines/Forfeits                  | 1,462             | 1,422             | 1,405              | 1,765              | 1,529             | 1,817              | -                          | -                 | -                  | -                 | -                 | -                  | -                 | -                 | -                  | 3,227             | 2,950             | 3,222              |
| Insurance/Employee Benefit      | 9                 | 15                | -                  | -                  | -                 | -                  | -                          | -                 | -                  | -                 | -                 | -                  | 32,765            | 34,981            | 29,419             | 32,774            | 34,996            | 29,419             |
| Inter/Intra Governmental        | 6,602             | 6,657             | 6,151              | 33                 | 35                | -                  | -                          | -                 | -                  | \$ 293            | \$ 293            | 298                | 8,872             | 12,096            | 5,313              | 15,800            | 19,081            | 11,761             |
| Investment Revenue              | 2,049             | 1,975             | 2,083              | 127                | 366               | 300                | -                          | -                 | -                  | \$ 103            | \$ 266            | 260                | 2,294             | 3,052             | 2,379              | 4,573             | 5,659             | 5,022              |
| License and Permits             | 624               | 612               | 565                | 6                  | 4                 | 5                  | -                          | -                 | -                  | -                 | -                 | -                  | -                 | -                 | -                  | 630               | 617               | 570                |
| Other Financing Sources         | 287               | 332               | -                  | 107                | 307               | -                  | -                          | -                 | -                  | \$ 29,168         | -                 | -                  | 862               | 1,783             | 3,698              | 30,424            | 2,422             | 3,698              |
| Other Revenue                   | 432               | 371               | 284                | 28                 | 116               | 75                 | -                          | -                 | -                  | -                 | -                 | -                  | 1,549             | 1,469             | 841                | 2,009             | 1,955             | 1,200              |
| Reserves/Fund Balance           | -                 | -                 | 40,472             | -                  | -                 | 2,420              | -                          | -                 | -                  | -                 | -                 | -                  | -                 | -                 | (2,420)            | -                 | -                 | 40,472             |
| <b>TOTAL REVENUES</b>           | <b>\$ 192,283</b> | <b>\$ 195,054</b> | <b>\$ 237,063</b>  | <b>\$ 25,050</b>   | <b>\$ 22,424</b>  | <b>\$ 24,313</b>   | <b>\$ 46</b>               | <b>\$ 3,391</b>   | <b>\$ 2,927</b>    | <b>\$ 83,379</b>  | <b>\$ 60,983</b>  | <b>\$ 65,771</b>   | <b>\$ 58,286</b>  | <b>\$ 65,516</b>  | <b>\$ 50,882</b>   | <b>\$ 359,044</b> | <b>\$ 347,368</b> | <b>\$ 380,956</b>  |
| <b>EXPENDITURES BY FUNCTION</b> |                   |                   |                    |                    |                   |                    |                            |                   |                    |                   |                   |                    |                   |                   |                    |                   |                   |                    |
| Conservation                    | \$ 235            | \$ 212            | \$ 254             | \$ 8               | \$ 25             | \$ 44              | \$ -                       | \$ -              | \$ -               | \$ -              | \$ -              | \$ -               | 0                 | (24)              | -                  | \$ 243            | \$ 213            | \$ 298             |
| Culture and Recreation          | 950               | 928               | 883                | -                  | -                 | -                  | -                          | -                 | -                  | -                 | -                 | -                  | -                 | -                 | -                  | 950               | 928               | 883                |
| Debt Service                    | -                 | -                 | -                  | -                  | -                 | -                  | -                          | -                 | -                  | 81,400            | 59,388            | 65,291             | (27,235)          | -                 | -                  | 54,165            | 59,388            | 65,291             |
| Equipment Services              | 3,895             | 2,879             | 3,956              | -                  | -                 | -                  | -                          | -                 | -                  | -                 | -                 | -                  | -                 | -                 | -                  | 3,895             | 2,879             | 3,956              |
| Financial Administrative        | 11,819            | 12,045            | 13,821             | -                  | -                 | -                  | -                          | -                 | -                  | -                 | -                 | -                  | 2                 | -                 | -                  | 11,821            | 12,045            | 13,821             |
| General Administrative          | 35,204            | 39,020            | 42,756             | -                  | -                 | -                  | -                          | -                 | -                  | -                 | -                 | -                  | 4,185             | 2,849             | 5,959              | 39,389            | 41,869            | 48,715             |
| Health and Welfare              | 16,289            | 17,570            | 18,521             | -                  | -                 | -                  | -                          | -                 | -                  | -                 | -                 | -                  | 6,747             | 5,856             | 6,908              | 23,036            | 23,426            | 25,429             |
| Judicial                        | 17,388            | 18,764            | 21,112             | -                  | -                 | -                  | -                          | -                 | -                  | -                 | -                 | -                  | 2,219             | 951               | 1,512              | 19,607            | 19,715            | 22,624             |
| Legal                           | 12,196            | 12,234            | 14,863             | -                  | -                 | -                  | -                          | -                 | -                  | -                 | -                 | -                  | 224               | 296               | 124                | 12,420            | 12,530            | 14,986             |
| Public Facilities               | 10,102            | 10,168            | 11,741             | -                  | -                 | -                  | 1,972                      | 2,364             | 2,829              | -                 | -                 | -                  | 172               | 167               | 367                | 12,246            | 12,699            | 14,937             |
| Public Safety                   | 57,290            | 60,278            | 67,448             | -                  | -                 | -                  | -                          | -                 | -                  | -                 | -                 | -                  | 6,901             | 11,442            | 8,309              | 64,191            | 71,720            | 75,757             |
| Public Transportation           | -                 | -                 | 38,000             | 17,690             | 15,147            | 24,269             | -                          | -                 | -                  | -                 | -                 | -                  | 4,656             | 17,305            | -                  | 22,346            | 32,453            | 62,269             |
| Unclassified                    | 609               | 1,287             | 3,698              | -                  | -                 | -                  | -                          | -                 | -                  | -                 | -                 | -                  | 55,367            | 34,487            | 28,269             | 55,976            | 35,774            | 31,967             |
| <b>TOTAL EXPENDITURES</b>       | <b>\$ 165,978</b> | <b>\$ 175,384</b> | <b>\$ 237,053</b>  | <b>\$ 17,698</b>   | <b>\$ 15,172</b>  | <b>\$ 24,313</b>   | <b>\$ 1,972</b>            | <b>\$ 2,364</b>   | <b>\$ 2,829</b>    | <b>\$ 81,400</b>  | <b>\$ 59,388</b>  | <b>\$ 65,291</b>   | <b>\$ 53,237</b>  | <b>\$ 73,329</b>  | <b>\$ 51,448</b>   | <b>\$ 320,285</b> | <b>\$ 325,637</b> | <b>\$ 380,934</b>  |

## Combined Budget

Expenditures by Fund  
(Excludes Bond Funds)

| FUND                                            | FY 2015<br>ACTUALS    | FY 2016<br>ACTUALS    | FY 2017<br>ACTUALS    | FY 2018<br>ADOPTED    |
|-------------------------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| <b>001 General Fund</b>                         | <b>\$ 151,808,023</b> | <b>\$ 165,978,109</b> | <b>\$ 175,384,458</b> | <b>\$ 237,052,795</b> |
| 002 Housing Finance Corp Fund                   | \$ 438,950            | \$ -                  | \$ 110,000            | \$ -                  |
| 003 Records Archive Fund                        | \$ 917,425            | \$ 416,245            | \$ -                  | \$ 500,000            |
| 005 District Courts Technology Fund             | \$ -                  | \$ 100,000            | \$ -                  | \$ 100,000            |
| <b>010 Road And Bridge Fund</b>                 | <b>\$ 17,470,678</b>  | <b>\$ 17,697,596</b>  | <b>\$ 15,172,120</b>  | <b>\$ 24,312,813</b>  |
| 013 Judicial Appellate Fund                     | \$ 68,757             | \$ 71,419             | \$ -                  | \$ 75,400             |
| 015 Court Reporters Fund                        | \$ 242,379            | \$ 326,017            | \$ 217,020            | \$ 264,000            |
| 017 Tax A/C Motor Vehicle Tax Fund              | \$ -                  | \$ 1,758              | \$ -                  | \$ -                  |
| 021 Law Library Fund                            | \$ 362,631            | \$ 362,242            | \$ 339,542            | \$ 400,170            |
| 025 Co Clrk Rec Mgmt & Pres Fund                | \$ 537,618            | \$ 508,847            | \$ 514,093            | \$ 1,726,086          |
| 026 Dist Clrk Rec Mgmt & Pres Fund              | \$ 119,047            | \$ 118,132            | \$ 126,923            | \$ 135,593            |
| 028 Justice Court Technology Fund               | \$ 44,147             | \$ 304,655            | \$ 18,648             | \$ 145,949            |
| 029 Courthouse Security Fund                    | \$ 649,886            | \$ 687,697            | \$ 683,168            | \$ 751,283            |
| 031 Economic Development 2001 Fund              | \$ 222,288            | \$ 85,807             | \$ 70,389             | \$ 147,977            |
| 033 Contract Elections Fund                     | \$ 88,709             | \$ 974,403            | \$ 373,203            | \$ 632,561            |
| 036 Sheriff Forfeiture Fund                     | \$ 34,685             | \$ 42,055             | \$ 247,605            | \$ -                  |
| 037 Dist. Attorney Forfeiture Fund              | \$ 48,760             | \$ 30,856             | \$ 15,965             | \$ -                  |
| 038 DA Service Fee Fund                         | \$ 32,693             | \$ 34,120             | \$ 5,272              | \$ -                  |
| 040 Healthcare Foundation Fund                  | \$ 3,122,131          | \$ 3,467,967          | \$ 3,034,545          | \$ 4,506,295          |
| 044 County Rec Mgmt & Pres Fund                 | \$ 505,906            | \$ 761,321            | \$ 390,981            | \$ 434,380            |
| 049 DA Pretrial Intervntn Prg Fund              | \$ -                  | \$ 67,100             | \$ 48,006             | \$ 123,621            |
| 050 Drug Court Program Fund                     | \$ 90,428             | \$ 73,773             | \$ 100,418            | \$ 209,496            |
| 051 SCAAP Fund                                  | \$ 598,517            | \$ 610,105            | \$ -                  | \$ -                  |
| 052 County Courts Tech Fund                     | \$ 5,788              | \$ 4,106              | \$ 400                | \$ 1,568              |
| 053 District Courts Tech Fund                   | \$ 1,367              | \$ 1,860              | \$ 1,320              | \$ 2,016              |
| 054 Probate Contributions Fund                  | \$ 10,600             | \$ -                  | \$ 29,864             | \$ 77,621             |
| 056 District Ck Court Records Preservation Fund | \$ -                  | \$ 100,000            | \$ -                  | \$ 100,000            |
| 057 DA Apportionment Fund                       | \$ -                  | \$ 23,270             | \$ 22,060             | \$ -                  |
| 058 Justice Crt Bldg Security Fund              | \$ 13,273             | \$ -                  | \$ -                  | \$ -                  |
| 060 DA Federal Treasury Forfeiture Fund         | \$ 6,722              | \$ -                  | \$ 46,344             | \$ -                  |
| 065 Sheriff Forfeiture Fund Federal             | \$ -                  | \$ -                  | \$ 145,826            | \$ -                  |

## Combined Budget

Expenditures by Fund  
(Excludes Bond Funds)

| FUND                                  | FY 2015<br>ACTUALS | FY 2016<br>ACTUALS  | FY 2017<br>ACTUALS  | FY 2018<br>ADOPTED  |
|---------------------------------------|--------------------|---------------------|---------------------|---------------------|
| 101 Federal Grants Fund               | \$ 175,591         | \$ 261,855          | \$ 237,888          | \$ -                |
| 102 Public Health Emerg Prepd Fund    | \$ 602,517         | \$ 672,187          | \$ 507,498          | \$ 625,723          |
| 103 Federal Homeland Sec Grnt Fund    | \$ 239,267         | \$ 370,353          | \$ 250,014          | \$ -                |
| 104 City Readiness Initiative Fund    | \$ 109,063         | \$ 130,455          | \$ 122,200          | \$ -                |
| 108 Healthcare Grants Fund            | \$ 2,054,062       | \$ 2,093,888        | \$ 2,135,852        | \$ 1,913,540        |
| 112 CPS Board Grants Fund             | \$ 30,244          | \$ 42,084           | \$ 32,134           | \$ -                |
| 121 2012 Justice Assist Grant Fund    | \$ 8,406           | \$ -                | \$ -                | \$ -                |
| 122 2013 Justice Assist Grant Fund    | \$ 1               | \$ -                | \$ -                | \$ -                |
| 123 2014 Justice Assist Grant Fund    | \$ 17,805          | \$ 167              | \$ -                | \$ -                |
| 124 2015 Justice Assist Grant Fund    | \$ -               | \$ 15,291           | \$ 172              | \$ -                |
| 126 Justice Asst Grant # 3            | \$ -               | \$ -                | \$ -                | \$ -                |
| 161 Private Sector Grants Fund        | \$ 116,902         | \$ 83,045           | \$ 82,223           | \$ -                |
| 180 State Grants Fund                 | \$ 2,447,111       | \$ 2,601,678        | \$ 2,329,509        | \$ 79,509           |
| 181 TCEQ Grant Fund                   | \$ 45              | \$ -                | \$ -                | \$ -                |
| 184 RTR-Outer Loop Ph3 75-121 Fund    | \$ 111,927         | \$ 1,588            | \$ -                | \$ -                |
| 185 Air Check Texas Fund              | \$ 3,004,123       | \$ -                | \$ 2,661,606        | \$ -                |
| 198 LEOSE Education Fund              | \$ 48,740          | \$ 50,113           | \$ 37,235           | \$ -                |
| 199 Local Agreement/Funding Fund      | \$ 30,706          | \$ 55,555           | \$ 51,740           | \$ -                |
| 399 Debt Service Fund                 | \$ 76,223,227      | \$ 81,400,101       | \$ 59,387,552       | \$ 65,290,931       |
| <b>499 Permanent Improvement Fund</b> | <b>\$ 942,091</b>  | <b>\$ 1,972,070</b> | <b>\$ 2,364,208</b> | <b>\$ 2,829,191</b> |
| 501 Liability Insurance Fund          | \$ 918,370         | \$ 907,528          | \$ 1,010,872        | \$ 1,695,000        |
| 502 Workers' Compensation Ins Fund    | \$ 357,177         | \$ 427,504          | \$ 249,225          | \$ 885,000          |
| 503 Flexible Benefits Fund            | \$ 3,554,772       | \$ 3,477,745        | \$ 3,632,615        | \$ -                |
| 504 Unemployment Insurance Fund       | \$ 34,021          | \$ 52,697           | \$ 13,946           | \$ 96,500           |
| 505 Insurance Claim Fund              | \$ 24,307,140      | \$ 23,921,939       | \$ 29,999,585       | \$ 28,110,334       |
| 506 Employee Paid Benefits Fund       | \$ 345,745         | \$ 331,155          | \$ 333,008          | \$ -                |
| 507 Animal Safety Fund                | \$ 1,157,013       | \$ 1,207,728        | \$ 1,071,332        | \$ 1,293,977        |
| 510 Animal Shelter Donations Fund     | \$ 126,730         | \$ 118,667          | \$ 106,803          | \$ -                |
| 599 CC Toll Road Authority Fund       | \$ -               | \$ -                | \$ 14,643,804       | \$ -                |
| 640 CPS Board Fund                    | \$ 44,891          | \$ 32,666           | \$ 32,994           | \$ 46,330           |
| 650 CSCD : Judicial District Fund     | \$ 5,793,771       | \$ 5,903,251        | \$ 5,933,643        | \$ 5,512,568        |

## Combined Budget

Expenditures by Fund  
(Excludes Bond Funds)

| FUND                                      | FY 2015<br>ACTUALS    | FY 2016<br>ACTUALS    | FY 2017<br>ACTUALS    | FY 2018<br>ADOPTED    |
|-------------------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| 651 CSCD : DP-SC Mentally Impaired Fund   | \$ 118,491            | \$ 126,342            | \$ 116,680            | \$ 105,568            |
| 653 CSCD : CCCP-Comm Corrections Fac Fund | \$ 615,500            | \$ 643,026            | \$ 661,570            | \$ 225,530            |
| 655 CSCD : DP-SC Sex Offender Fund        | \$ 140,368            | \$ 133,909            | \$ 129,363            | \$ 164,491            |
| 657 CSCD : TAIP Fund                      | \$ 43,974             | \$ 24,501             | \$ 15,212             | \$ -                  |
| 658 CSCD : DP-SC Substance Abuse Fund     | \$ 163,670            | \$ 168,017            | \$ 179,824            | \$ 183,353            |
| 659 CSCD : Personal Bond/Surety Prgm Fund | \$ 146,050            | \$ 208,574            | \$ 208,807            | \$ 176,493            |
|                                           | <u>\$ 301,470,917</u> | <u>\$ 320,285,136</u> | <u>\$ 325,637,284</u> | <u>\$ 380,933,662</u> |

## Combined Budget

Revenues by Fund  
(Excludes Bond Funds)

| FUND                                  | FY 2015 ACTUALS       | FY 2016 ACTUALS       | FY 2017 ACTUALS       | FY 2018 ADOPTED       |
|---------------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| <b>001 General Fund</b>               | <b>\$ 180,535,801</b> | <b>\$ 192,282,771</b> | <b>\$ 195,054,230</b> | <b>\$ 196,591,586</b> |
| 002 Housing Finance Corp Fund         | \$ 104,397            | \$ 9,826              | \$ 10,871             | \$ 10,500             |
| 003 Records Archive Fund              | \$ 1,302,914          | \$ 1,713,805          | \$ 1,780,525          | \$ 1,750,000          |
| 005 District Courts Technology Fund   | \$ 128,367            | \$ 131,346            | \$ 135,621            | \$ 130,000            |
| <b>010 Road And Bridge Fund</b>       | <b>\$ 23,237,034</b>  | <b>\$ 25,049,978</b>  | <b>\$ 22,423,611</b>  | <b>\$ 21,893,300</b>  |
| 011 Farm to Market Fund               | \$ 19                 | \$ 88                 | \$ 193                | \$ 150                |
| 012 Lateral Road Fund                 | \$ 51,319             | \$ 54,329             | \$ 59,340             | \$ 58,000             |
| 013 Judicial Appellate Fund           | \$ 68,895             | \$ 71,419             | \$ 77,408             | \$ 75,400             |
| 015 Court Reporters Fund              | \$ 276,065            | \$ 282,828            | \$ 287,848            | \$ 275,000            |
| 017 Tax A/C Motor Vehicle Tax Fund    | \$ -                  | \$ 1,759              | \$ -                  | \$ -                  |
| 021 Law Library Fund                  | \$ 505,380            | \$ 516,438            | \$ 551,367            | \$ 527,000            |
| 023 Farm Museum Memorial Fund         | \$ 154                | \$ 140                | \$ 15                 | \$ 10                 |
| 024 Open Space Parks Fund             | \$ 6                  | \$ 6                  | \$ 4                  | \$ 3                  |
| 025 Co Clrk Rec Mgmt & Pres Fund      | \$ 1,312,876          | \$ 1,722,041          | \$ 1,785,723          | \$ 1,770,000          |
| 026 Dist Clrk Rec Mgmt & Pres Fund    | \$ 57,136             | \$ 56,744             | \$ 58,262             | \$ 57,000             |
| 027 Juv Delinquency Prev Fund         | \$ 50                 | \$ 50                 | \$ 50                 | \$ -                  |
| 028 Justice Court Technology Fund     | \$ 105,858            | \$ 100,263            | \$ 101,960            | \$ 96,000             |
| 029 Courthouse Security Fund          | \$ 660,974            | \$ 671,776            | \$ 1,031,818          | \$ 667,800            |
| 031 Economic Development 2001 Fund    | \$ 110,808            | \$ 71,642             | \$ 148,559            | \$ -                  |
| 032 Dangerous Wild Animal Fund        | \$ 561                | \$ 500                | \$ 500                | \$ 500                |
| 033 Contract Elections Fund           | \$ 704,817            | \$ 648,823            | \$ 699,479            | \$ 671,500            |
| 035 Election Equipment Fund           | \$ 27                 | \$ 28                 | \$ 20                 | \$ 15                 |
| 036 Sheriff Forfeiture Fund           | \$ 69,591             | \$ 160,826            | \$ 35,780             | \$ 3,000              |
| 037 Dist. Attorney Forfeiture Fund    | \$ 66,834             | \$ 67,229             | \$ 93,001             | \$ 4,500              |
| 038 DA Service Fee Fund               | \$ 29,020             | \$ 17,883             | \$ 15,573             | \$ -                  |
| 039 Myers Park Foundation Fund        | \$ 14                 | \$ 66                 | \$ 144                | \$ 110                |
| 040 Healthcare Foundation Fund        | \$ 1,958,690          | \$ 1,547,591          | \$ 2,159,409          | \$ 4,578,253          |
| 042 Child Abuse Prevention Fund       | \$ 4,215              | \$ 7,105              | \$ 4,959              | \$ 5,000              |
| 044 County Rec Mgmt & Pres Fund       | \$ 232,978            | \$ 251,687            | \$ 248,284            | \$ 242,000            |
| 046 Juvenile Case Manager Fund        | \$ 46,294             | \$ 46,496             | \$ 46,171             | \$ 45,000             |
| 047 Court Initiated Guardianship Fund | \$ 39,478             | \$ 39,987             | \$ 45,214             | \$ 45,000             |
| 049 DA Pretrial Intervention Prg Fund | \$ 128,147            | \$ 139,890            | \$ 155,480            | \$ 110,000            |

## Combined Budget

Revenues by Fund  
(Excludes Bond Funds)

| FUND                                 | FY 2015 ACTUALS | FY 2016 ACTUALS | FY 2017 ACTUALS | FY 2018 ADOPTED |
|--------------------------------------|-----------------|-----------------|-----------------|-----------------|
| 050 Drug Court Program Fund          | \$ 95,208       | \$ 104,801      | \$ 95,070       | \$ 69,500       |
| 051 SCAAP Fund                       | \$ 17,250       | \$ 5,710        | \$ 8,485        | \$ 40           |
| 052 County Courts Tech Fund          | \$ 55,783       | \$ 55,512       | \$ 56,456       | \$ 52,000       |
| 053 District Courts Tech Fund        | \$ 51,871       | \$ 52,691       | \$ 58,292       | \$ 51,000       |
| 054 Probate Contributions Fund       | \$ 72,622       | \$ 80,183       | \$ 90,267       | \$ 44,700       |
| 055 CCL Court Rec Preservation Fund  | \$ 51,102       | \$ 52,239       | \$ 58,356       | \$ 50,000       |
| 056 Dist Court Rec Preservation Fund | \$ 90,372       | \$ 91,844       | \$ 95,924       | \$ 85,000       |
| 057 DA Apportionment Fund            | \$ 45,075       | \$ 22,929       | \$ 23,374       | \$ 22,500       |
| 058 Justice Crt Bldg Security Fund   | \$ 15,371       | \$ 15,268       | \$ 15,355       | \$ 15,200       |
| 060 DA Federal Forfeiture            | \$ 195,526      | \$ 74,401       | \$ 797          | \$ 600          |
| 062 Truancy Prevention & Diversion   | \$ 11,615       | \$ 13,791       | \$ 14,490       | \$ 14,100       |
| 063 DA Federal Grants Fund           | \$ 56,501       | \$ 16,209       | \$ 5,219        | \$ 180          |
| 064 Constable 3 Forfeiture Fund      | \$ 962          | \$ -            | \$ -            | \$ -            |
| 065 Sheriff Forfeiture Federal Fund  | \$ -            | \$ -            | \$ 229,616      | \$ -            |
| 101 Federal Grants Fund              | \$ 177,291      | \$ 261,855      | \$ 237,889      | \$ -            |
| 102 Public Health Emerg Prepd Fund   | \$ 602,517      | \$ 672,187      | \$ 507,493      | \$ 625,723      |
| 103 Federal Homeland Sec Grnt Fund   | \$ 239,267      | \$ 370,353      | \$ 250,166      | \$ -            |
| 104 City Readiness Initiative Fund   | \$ 109,063      | \$ 130,455      | \$ 122,200      | \$ -            |
| 108 Healthcare Grants Fund           | \$ 2,054,062    | \$ 2,093,888    | \$ 2,135,789    | \$ 1,913,540    |
| 112 CPS Board Grants Fund            | \$ 30,244       | \$ 42,084       | \$ 32,132       | \$ -            |
| 121 2012 Justice Assist Grant Fund   | \$ 8,406        | \$ -            | \$ -            | \$ -            |
| 122 2013 Justice Assist Grant Fund   | \$ 1            | \$ -            | \$ -            | \$ -            |
| 123 2014 Justice Assist Grant Fund   | \$ 17,805       | \$ 167          | \$ -            | \$ -            |
| 124 2015 Justice Assist Grant Fund   | \$ -            | \$ 15,291       | \$ 172          | \$ -            |
| 161 Private Sector Grants Fund       | \$ 116,902      | \$ 83,045       | \$ 82,223       | \$ -            |
| 180 State Grants Fund                | \$ 2,447,111    | \$ 2,601,678    | \$ 2,374,323    | \$ 79,509       |
| 184 RTR-Outer Loop Ph3 75-121 Fund   | \$ 111,927      | \$ 1,588        | \$ 2,944        | \$ -            |
| 185 Air Check Texas Fund             | \$ 3,004,123    | \$ -            | \$ 2,661,606    | \$ -            |
| 198 LEOSE Education Fund             | \$ 34,030       | \$ 34,978       | \$ 38,648       | \$ -            |
| 199 Local Agreement/Funding Fund     | \$ 30,706       | \$ 55,555       | \$ 51,741       | \$ -            |
| 399 Debt Service Fund                | \$ 81,370,197   | \$ 83,378,365   | \$ 60,983,451   | \$ 65,770,722   |
| 401-498 Bond Fund Investment Revenue | \$ 408,371      | \$ 932,369      | \$ 1,486,552    | \$ 785,850      |

## Combined Budget

Revenues by Fund

(Excludes Bond Funds)

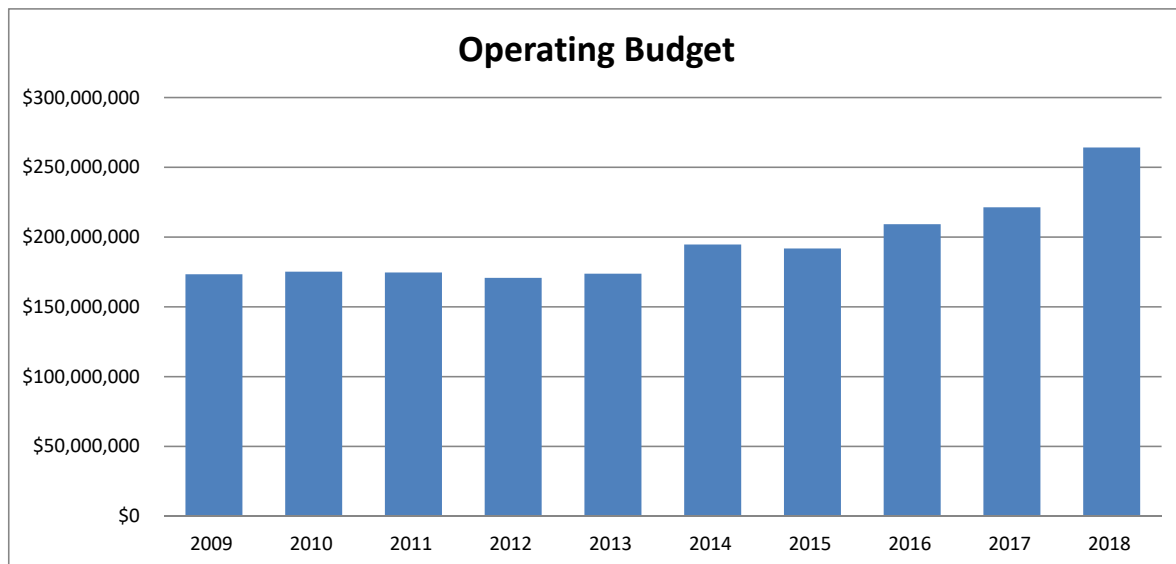
| FUND                                      | FY 2015 ACTUALS       | FY 2016 ACTUALS       | FY 2017 ACTUALS       | FY 2018 ADOPTED       |
|-------------------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| <b>499 Permanent Improvement Fund</b>     | <b>\$ 15,681</b>      | <b>\$ 45,542</b>      | <b>\$ 3,391,367</b>   | <b>\$ 2,927,355</b>   |
| 501 Liability Insurance Fund              | \$ 451,889            | \$ 1,577,767          | \$ 2,025,640          | \$ 1,720,000          |
| 502 Workers' Compensation Ins Fund        | \$ 239,985            | \$ 998,330            | \$ 1,066,873          | \$ 1,075,000          |
| 503 Flexible Benefits Fund                | \$ 3,587,455          | \$ 3,474,065          | \$ 3,651,314          | \$ -                  |
| 504 Unemployment Insurance Fund           | \$ 87,146             | \$ 92,877             | \$ 122,669            | \$ 110,687            |
| 505 Insurance Claim Fund                  | \$ 25,147,431         | \$ 27,304,173         | \$ 28,940,630         | \$ 27,569,059         |
| 506 Employee Paid Benefits Fund           | \$ 344,547            | \$ 316,657            | \$ 333,379            | \$ -                  |
| 507 Animal Safety Fund                    | \$ 1,414,616          | \$ 1,192,933          | \$ 1,274,697          | \$ 1,409,500          |
| 510 Animal Shelter Donations Fund         | \$ 181,874            | \$ 105,017            | \$ 118,856            | \$ 100                |
| 599 CC Toll Road Authority Fund           | \$ 4,812              | \$ 95,362             | \$ 123,308            | \$ 70,000             |
| 640 CPS Board Fund                        | \$ 48,088             | \$ 48,091             | \$ 48,088             | \$ 48,000             |
| 650 CSCD : Judicial District Fund         | \$ 5,501,216          | \$ 5,876,691          | \$ 5,857,975          | \$ 5,512,568          |
| 651 CSCD : DP-SC Mentally Impaired Fund   | \$ 116,277            | \$ 125,250            | \$ 123,999            | \$ 105,568            |
| 653 CSCD : CCCP-Comm Corrections Fac Fund | \$ 959,633            | \$ 281,593            | \$ 975,512            | \$ 225,530            |
| 655 CSCD : DP-SC Sex Offender Fund        | \$ 141,126            | \$ 134,202            | \$ 129,552            | \$ 164,491            |
| 657 CSCD : TAIP Fund                      | \$ 55,126             | \$ 29,073             | \$ 39,122             | \$ -                  |
| 658 CSCD : DP-SC Substance Abuse Fund     | \$ 154,891            | \$ 166,122            | \$ 176,270            | \$ 183,353            |
| 659 CSCD : Personal Bond/Surety Prgm Fund | \$ 215,151            | \$ 255,147            | \$ 238,175            | \$ 176,493            |
|                                           | <u>\$ 341,926,945</u> | <u>\$ 359,043,686</u> | <u>\$ 347,367,875</u> | <u>\$ 340,484,495</u> |

## Operating Budget

### Ten-Year Trend

This schedule tracks operating expenditures for the constitutional funds of the County:  
General Fund, Road & Bridge Fund and Permanent Improvements Fund.

| FISCAL YEAR | ADOPTED BUDGET | PERCENT CHANGE |
|-------------|----------------|----------------|
| 2009        | \$ 173,358,571 | 4.5%           |
| 2010        | \$ 175,213,505 | 1.1%           |
| 2011        | \$ 174,628,074 | -0.3%          |
| 2012        | \$ 170,775,342 | -2.2%          |
| 2013        | \$ 173,790,360 | 1.8%           |
| 2014        | \$ 194,699,170 | 12.0%          |
| 2015        | \$ 191,849,094 | -1.5%          |
| 2016        | \$ 209,243,452 | 9.1%           |
| 2017        | \$ 221,351,227 | 5.8%           |
| 2018        | \$ 264,194,799 | 19.4%          |



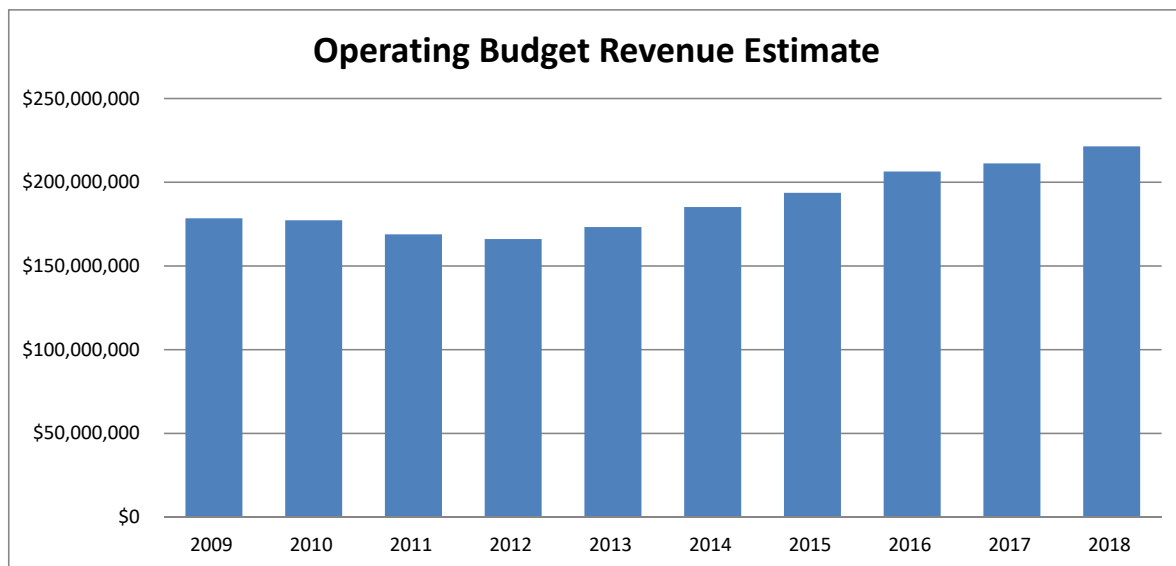
*Note: Jury Fund, Myers Park, Pre-trial Release, Development Services, Juvenile Probation/Detention, Juvenile Alternative Education, and Juvenile Out-of-County Sex Offender Funds consolidated into General Fund in FY 2013 due to GASB 54 reporting requirements.*

## Operating Funds Revenue Estimate

Ten-Year Trend

This schedule tracks operating expenditures for the constitutional funds of the County:  
General Fund, Road & Bridge Fund and Permanent Improvements Fund.

| FISCAL YEAR | ADOPTED BUDGET | PERCENT CHANGE |
|-------------|----------------|----------------|
| 2009        | \$ 178,441,954 | -1.0%          |
| 2010        | \$ 177,267,139 | -0.7%          |
| 2011        | \$ 168,888,310 | -4.7%          |
| 2012        | \$ 166,085,986 | -1.7%          |
| 2013        | \$ 173,227,573 | 4.3%           |
| 2014        | \$ 185,211,145 | 6.9%           |
| 2015        | \$ 193,686,737 | 4.6%           |
| 2016        | \$ 206,414,691 | 6.6%           |
| 2017        | \$ 211,241,179 | 2.3%           |
| 2018        | \$ 221,412,241 | 4.8%           |



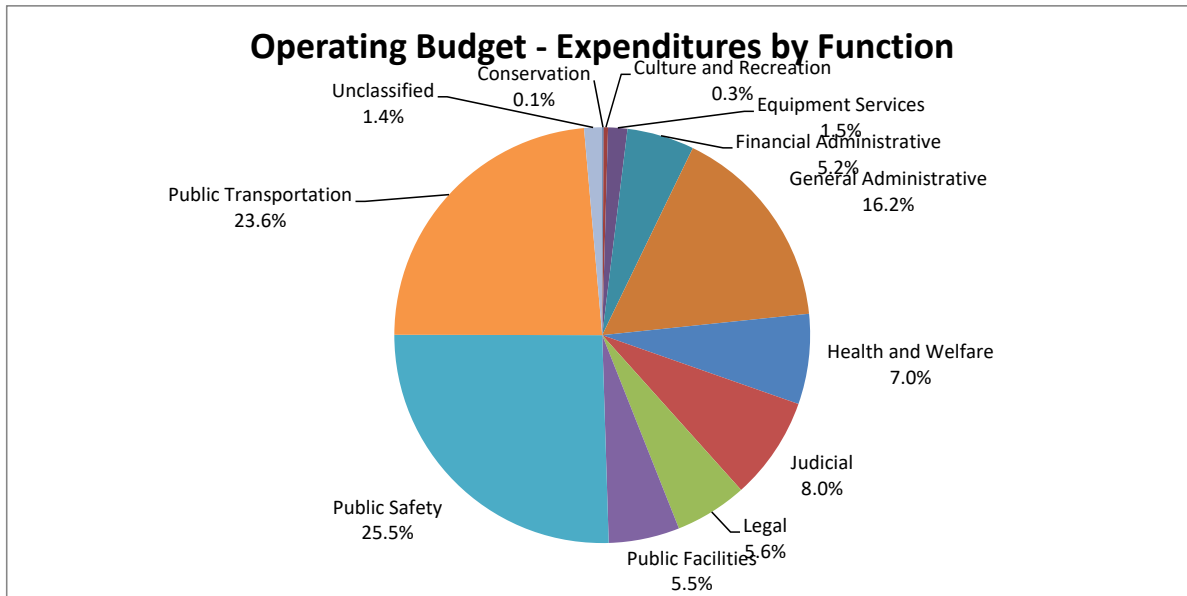
*Note: Jury Fund, Myers Park, Pre-trial Release, Development Services, Juvenile Probation/Detention, Juvenile Alternative Education, and Juvenile Out-of-County Sex Offender Funds consolidated into General Fund in FY 2013 due to GASB 54 reporting requirements.*

NOTE: Permanent Improvements Fund received tax dollars until FY 2010 and restarted in 2017.

## Operating Budget

### Expenditures by Function

| FUNCTION AREA            | FY 2016 ACTUALS       | FY 2017 ADOPTED       | FY 2017 ACTUALS       | FY 2018 ADOPTED       |
|--------------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| Conservation             | \$ 242,873            | \$ 315,744            | \$ 236,929            | \$ 297,749            |
| Culture and Recreation   | \$ 950,131            | \$ 928,526            | \$ 927,929            | \$ 883,288            |
| Equipment Services       | \$ 3,895,158          | \$ 4,448,829          | \$ 2,878,506          | \$ 3,955,853          |
| Financial Administrative | \$ 11,819,466         | \$ 12,677,531         | \$ 12,045,189         | \$ 13,820,863         |
| General Administrative   | \$ 35,203,675         | \$ 46,249,597         | \$ 39,019,655         | \$ 42,756,384         |
| Health and Welfare       | \$ 16,289,149         | \$ 16,846,107         | \$ 17,570,456         | \$ 18,520,971         |
| Judicial                 | \$ 17,388,405         | \$ 19,542,541         | \$ 18,764,363         | \$ 21,111,849         |
| Legal                    | \$ 12,196,200         | \$ 13,891,620         | \$ 12,233,616         | \$ 14,862,845         |
| Public Facilities        | \$ 12,073,937         | \$ 15,013,110         | \$ 12,532,398         | \$ 14,570,014         |
| Public Safety            | \$ 57,290,114         | \$ 61,506,173         | \$ 60,277,600         | \$ 67,448,205         |
| Public Transportation    | \$ 17,689,850         | \$ 28,683,449         | \$ 15,147,347         | \$ 62,268,778         |
| Unclassified             | \$ 608,816            | \$ 1,248,000          | \$ 1,286,798          | \$ 3,698,000          |
|                          | <u>\$ 185,647,774</u> | <u>\$ 221,351,227</u> | <u>\$ 192,920,786</u> | <u>\$ 264,194,799</u> |



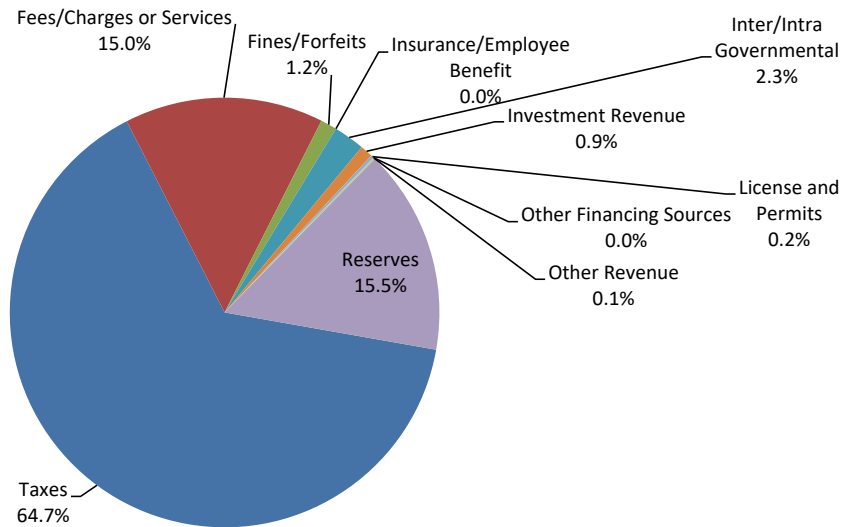
*Note: Jury Fund, Myers Park, Pre-trial Release, Development Services, Juvenile Probation/Detention, Juvenile Alternative Education, and Juvenile Out-of-County Sex Offender Funds consolidated into General Fund in FY 2013 due to GASB 54 reporting requirements.*

## Operating Budget

### Revenues by Source

| FUNCTION AREA              | FY 2016 ACTUALS       | FY 2017 ADOPTED       | FY 2017 ACTUALS       | FY 2018 ADOPTED       |
|----------------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| Taxes                      | \$ 165,713,537        | \$ 164,921,572        | \$ 167,838,156        | \$ 169,421,512        |
| Fees/Charges or Services   | \$ 38,088,129         | \$ 34,027,588         | \$ 39,182,910         | \$ 39,207,667         |
| Fines/Forfeits             | \$ 3,227,168          | \$ 3,316,400          | \$ 2,950,498          | \$ 3,222,000          |
| Insurance/Employee Benefit | \$ 8,544              | \$ -                  | \$ 15,223             | \$ -                  |
| Inter/Intra Governmental   | \$ 6,635,335          | \$ 5,918,919          | \$ 6,691,623          | \$ 6,150,962          |
| Investment Revenue         | \$ 2,221,702          | \$ 2,163,200          | \$ 2,448,214          | \$ 2,481,200          |
| License and Permits        | \$ 630,265            | \$ 635,000            | \$ 616,799            | \$ 570,000            |
| Other Financing Sources    | \$ 394,295            | \$ -                  | \$ 639,286            | \$ -                  |
| Other Revenue              | \$ 459,316            | \$ 258,500            | \$ 486,499            | \$ 358,900            |
| Reserves                   | \$ -                  | \$ 10,553,623         | \$ -                  | \$ 40,471,616         |
|                            | <u>\$ 217,378,291</u> | <u>\$ 221,794,802</u> | <u>\$ 220,869,208</u> | <u>\$ 261,883,857</u> |

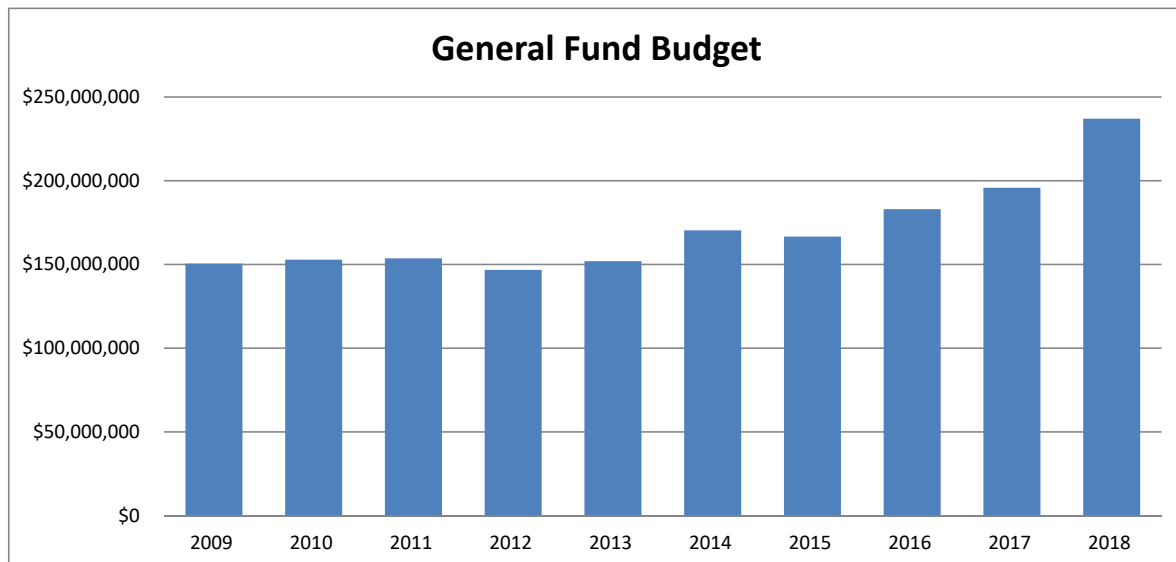
### Operating Budget - Revenues by Source



## General Fund Budget

Ten-Year Trend

| FISCAL YEAR | ADOPTED BUDGET | PERCENT CHANGE |
|-------------|----------------|----------------|
| 2009        | \$ 150,486,607 | 3.4%           |
| 2010        | \$ 152,858,941 | 1.6%           |
| 2011        | \$ 153,678,623 | 0.5%           |
| 2012        | \$ 146,765,759 | -4.5%          |
| 2013        | \$ 151,995,430 | 3.6%           |
| 2014        | \$ 170,356,314 | 12.1%          |
| 2015        | \$ 166,628,762 | -2.2%          |
| 2016        | \$ 183,012,171 | 9.8%           |
| 2017        | \$ 195,819,243 | 7.0%           |
| 2018        | \$ 237,052,795 | 21.1%          |

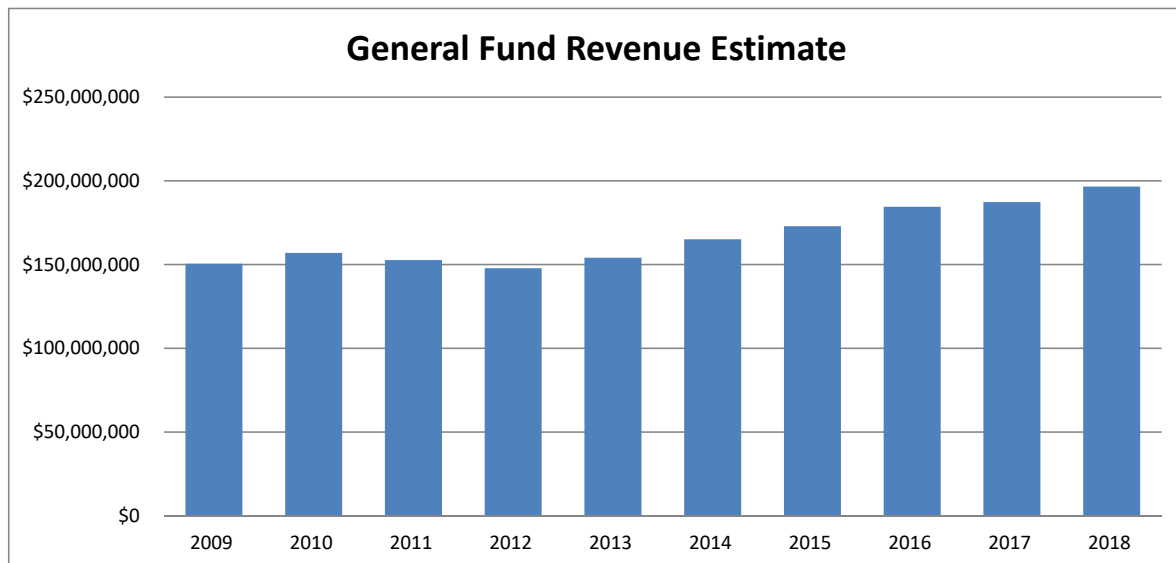


*Note: Jury Fund, Myers Park, Pre-trial Release, Development Services, Juvenile Probation/Detention, Juvenile Alternative Education, and Juvenile Out-of-County Sex Offender Funds consolidated into General Fund in FY 2013 due to GASB 54 reporting requirements.*

## General Fund Revenue Estimate

Ten-Year Trend

| FISCAL YEAR | ADOPTED REVENUE<br>ESTIMATE | PERCENT CHANGE |
|-------------|-----------------------------|----------------|
| 2009        | \$ 150,487,306              | 10.1%          |
| 2010        | \$ 156,957,414              | 4.3%           |
| 2011        | \$ 152,716,319              | -2.7%          |
| 2012        | \$ 147,794,648              | -3.2%          |
| 2013        | \$ 154,106,656              | 4.3%           |
| 2014        | \$ 165,107,866              | 7.1%           |
| 2015        | \$ 172,924,965              | 4.7%           |
| 2016        | \$ 184,511,733              | 6.7%           |
| 2017        | \$ 187,312,793              | 1.5%           |
| 2018        | \$ 196,591,586              | 5.0%           |

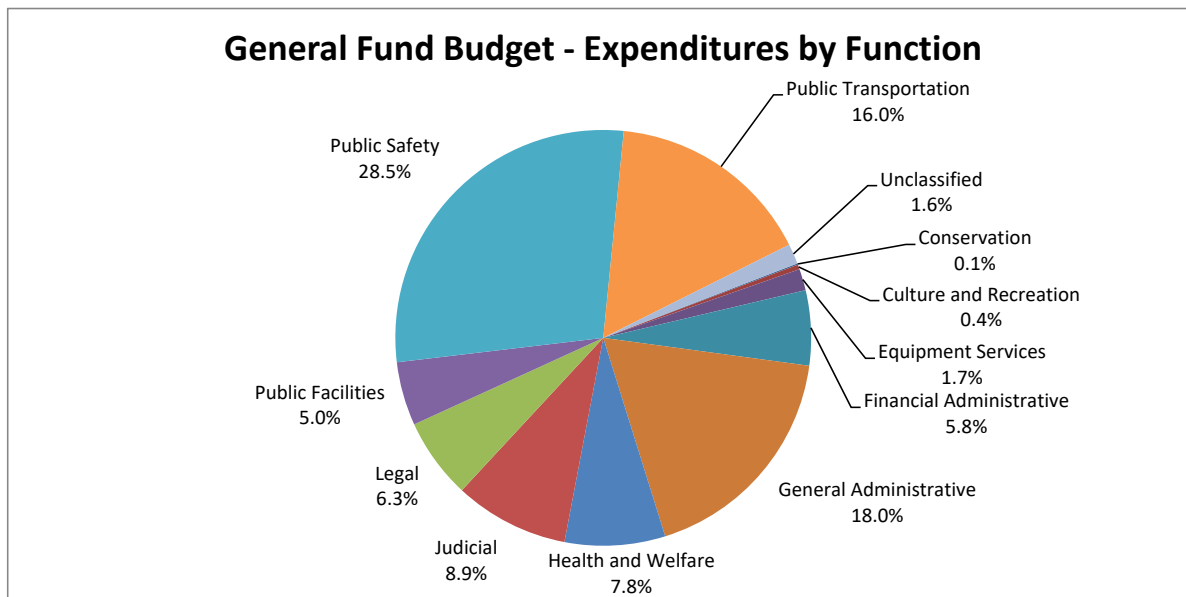


*Note: Jury Fund, Myers Park, Pre-trial Release, Development Services, Juvenile Probation/Detention, Juvenile Alternative Education, and Juvenile Out-of-County Sex Offender Funds consolidated into General Fund in FY 2013 due to GASB 54 reporting requirements.*

## General Fund Budget

### Expenditures by Function

| FUNCTION AREA            | FY 2016 ACTUALS       | FY 2017 ADOPTED       | FY 2017 ACTUALS       | FY 2018 ADOPTED       |
|--------------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| Conservation             | \$ 235,127            | \$ 271,709            | \$ 212,156            | \$ 253,714            |
| Culture and Recreation   | \$ 950,131            | \$ 928,526            | \$ 927,929            | \$ 883,288            |
| Equipment Services       | \$ 3,895,158          | \$ 4,448,829          | \$ 2,878,506          | \$ 3,955,853          |
| Financial Administrative | \$ 11,819,466         | \$ 12,677,531         | \$ 12,045,189         | \$ 13,820,863         |
| General Administrative   | \$ 35,203,675         | \$ 46,249,597         | \$ 39,019,655         | \$ 42,756,384         |
| Health and Welfare       | \$ 16,289,149         | \$ 16,846,107         | \$ 17,570,456         | \$ 18,520,971         |
| Judicial                 | \$ 17,388,405         | \$ 19,542,541         | \$ 18,764,363         | \$ 21,111,849         |
| Legal                    | \$ 12,196,200         | \$ 13,891,620         | \$ 12,233,616         | \$ 14,862,845         |
| Public Facilities        | \$ 10,101,867         | \$ 12,208,610         | \$ 10,168,190         | \$ 11,740,823         |
| Public Safety            | \$ 57,290,114         | \$ 61,506,173         | \$ 60,277,600         | \$ 67,448,205         |
| Public Transportation    | \$ -                  | \$ 6,000,000          | \$ -                  | \$ 38,000,000         |
| Unclassified             | \$ 608,816            | \$ 1,248,000          | \$ 1,286,798          | \$ 3,698,000          |
|                          | <u>\$ 165,978,109</u> | <u>\$ 195,819,243</u> | <u>\$ 175,384,458</u> | <u>\$ 237,052,795</u> |



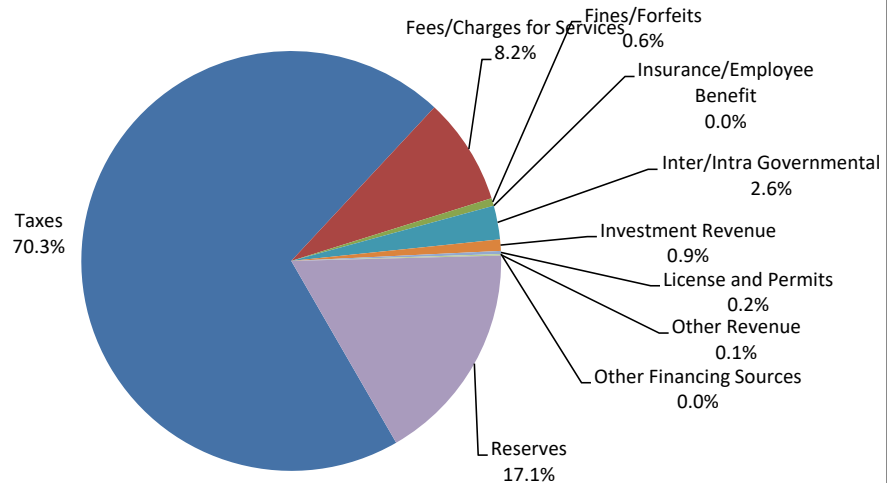
*Note: Jury Fund, Myers Park, Pre-trial Release, Development Services, Juvenile Probation/Detention, Juvenile Alternative Education, and Juvenile Out-of-County Sex Offender Funds consolidated into General Fund in FY 2013 due to GASB 54 reporting requirements.*

## General Fund Budget

Revenues by Source

| FUNCTION AREA              | FY 2016 ACTUALS       | FY 2017 ADOPTED       | FY 2017 ACTUALS       | FY 2018 ADOPTED       |
|----------------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| Taxes                      | \$ 161,813,873        | \$ 161,263,086        | \$ 164,116,582        | \$ 166,592,157        |
| Fees/Charges for Services  | \$ 19,004,092         | \$ 15,757,088         | \$ 19,553,150         | \$ 19,511,667         |
| Fines/Forfeits             | \$ 1,462,392          | \$ 1,412,000          | \$ 1,421,753          | \$ 1,405,000          |
| Insurance/Employee Benefit | \$ 8,544              | \$ -                  | \$ 15,223             | \$ -                  |
| Inter/Intra Governmental   | \$ 6,602,004          | \$ 5,918,919          | \$ 6,657,107          | \$ 6,150,962          |
| Investment Revenue         | \$ 2,049,115          | \$ 2,083,200          | \$ 1,974,904          | \$ 2,083,200          |
| License and Permits        | \$ 623,875            | \$ 630,000            | \$ 612,362            | \$ 565,000            |
| Other Financing Sources    | \$ 287,313            | \$ -                  | \$ 332,355            | \$ -                  |
| Other Revenue              | \$ 431,562            | \$ 248,500            | \$ 370,794            | \$ 283,600            |
| Reserves                   | \$ -                  | \$ 8,506,450          | \$ -                  | \$ 40,471,616         |
|                            | <u>\$ 192,282,771</u> | <u>\$ 195,819,243</u> | <u>\$ 195,054,230</u> | <u>\$ 237,063,202</u> |

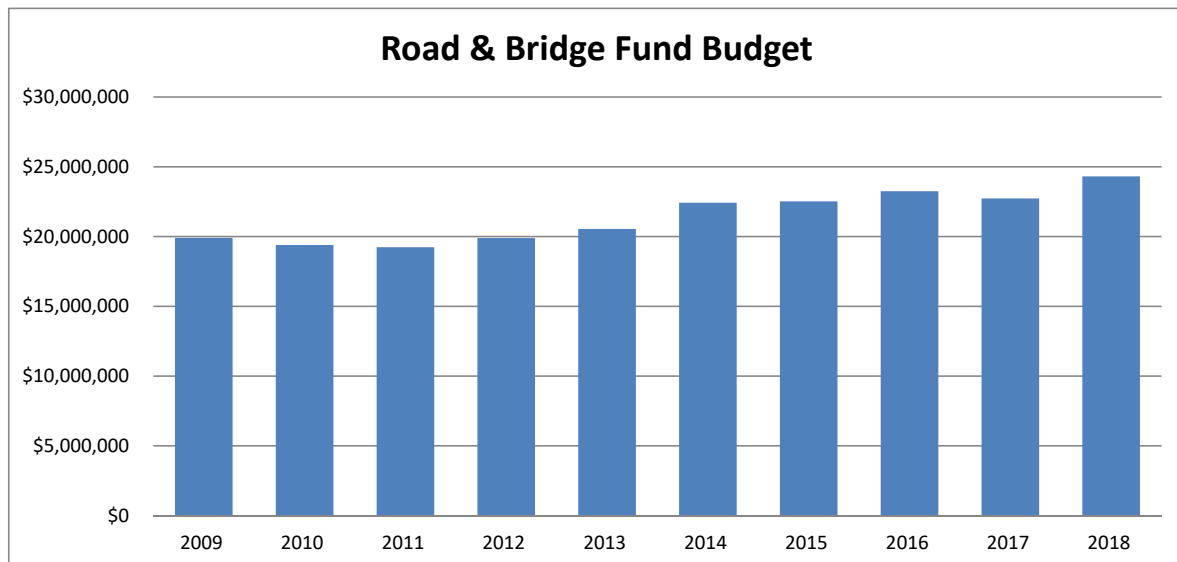
### General Fund Budget - Revenues by Source



## Road & Bridge Fund Budget

Ten-Year Trend

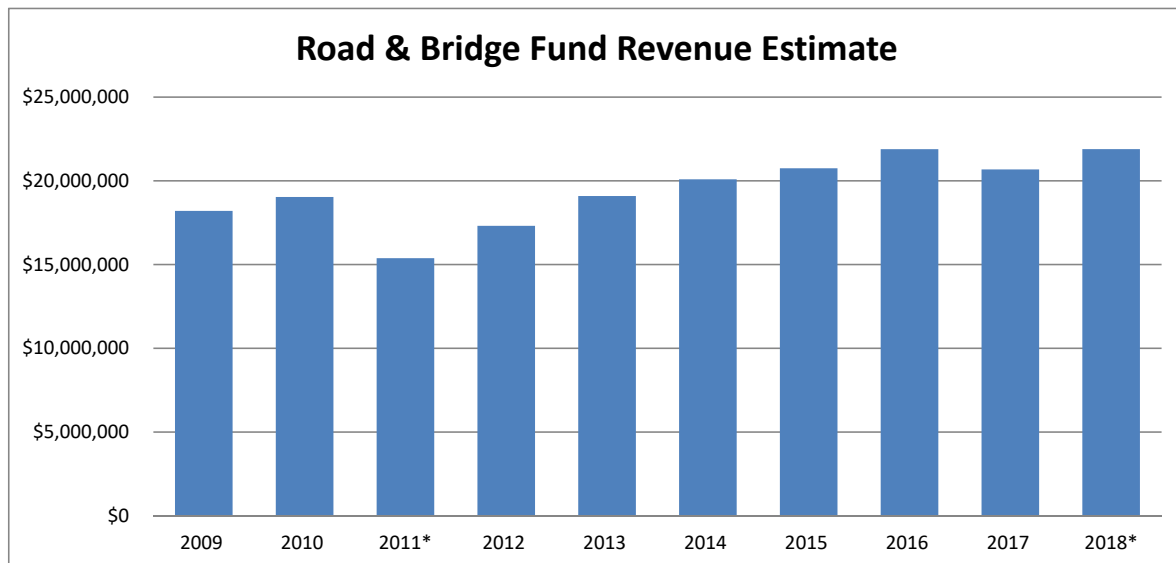
| FISCAL YEAR | ADOPTED BUDGET | PERCENT CHANGE |
|-------------|----------------|----------------|
| 2009        | \$ 19,905,381  | 16.6%          |
| 2010        | \$ 19,391,367  | -2.6%          |
| 2011        | \$ 19,232,958  | -0.8%          |
| 2012        | \$ 19,888,728  | 3.4%           |
| 2013        | \$ 20,544,930  | 3.3%           |
| 2014        | \$ 22,420,856  | 9.1%           |
| 2015        | \$ 22,520,902  | 0.4%           |
| 2016        | \$ 23,250,406  | 3.2%           |
| 2017        | \$ 22,727,484  | -2.2%          |
| 2018        | \$ 24,312,813  | 7.0%           |



## Road & Bridge Fund Revenue Estimate

Ten-Year Trend

| FISCAL YEAR | ADOPTED REVENUE<br>ESTIMATE | PERCENT CHANGE |
|-------------|-----------------------------|----------------|
| 2009        | \$ 18,205,911               | 19.7%          |
| 2010        | \$ 19,035,975               | 4.6%           |
| 2011*       | \$ 15,382,000               | -19.2%         |
| 2012        | \$ 17,313,225               | 12.6%          |
| 2013        | \$ 19,090,917               | 10.3%          |
| 2014        | \$ 20,091,279               | 5.2%           |
| 2015        | \$ 20,749,772               | 3.3%           |
| 2016        | \$ 21,890,958               | 5.5%           |
| 2017        | \$ 20,680,311               | -5.5%          |
| 2018*       | \$ 21,893,300               | 5.9%           |



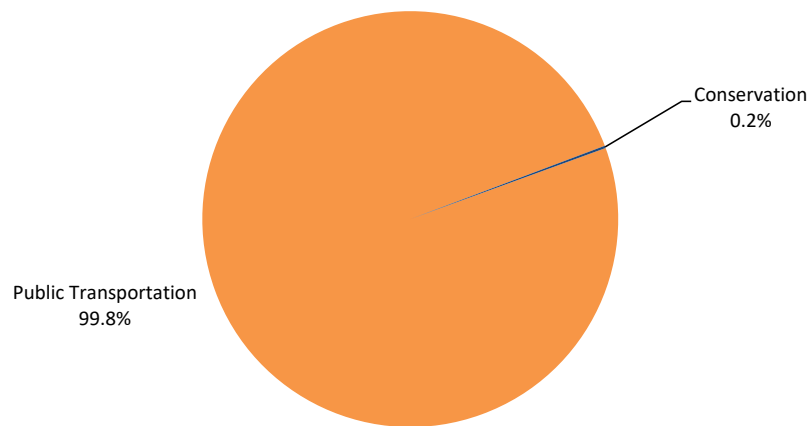
\* No taxes allocated to the Road & Bridge Fund in FY 2011 and 2018

## Road & Bridge Fund Budget

Expenditures by Function

| FUNCTION AREA         | FY 2016 ACTUALS      | FY 2017 ADOPTED      | FY 2017 ACTUALS      | FY 2018 ADOPTED      |
|-----------------------|----------------------|----------------------|----------------------|----------------------|
| Public Transportation | \$ 17,689,850        | \$ 22,683,449        | \$ 15,147,347        | \$ 24,268,778        |
| Conservation          | \$ 7,746             | \$ 44,035            | \$ 24,773            | \$ 44,035            |
|                       | <u>\$ 17,697,596</u> | <u>\$ 22,727,484</u> | <u>\$ 15,172,120</u> | <u>\$ 24,312,813</u> |

### Road & Bridge Fund Budget - Expenditures by Function

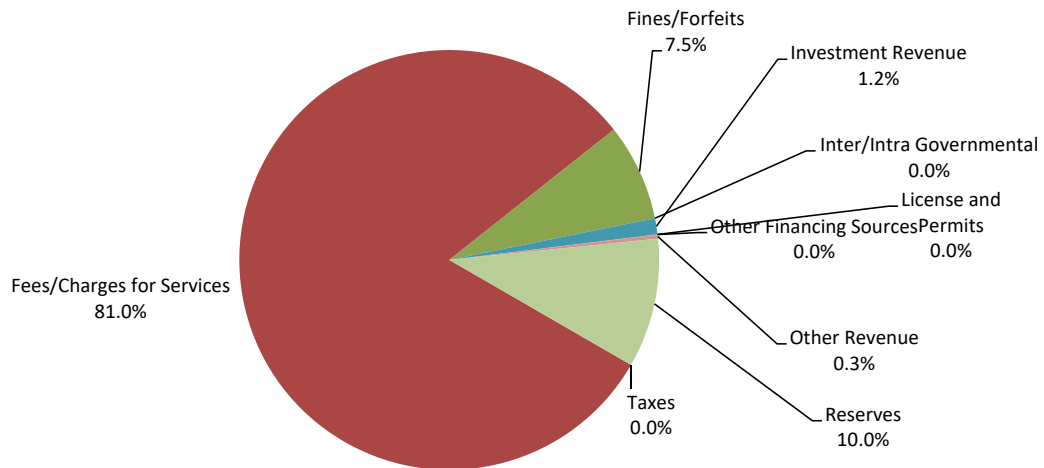


## Road & Bridge Fund Budget

### Revenues by Source

| FUNCTION AREA             | FY 2016 ACTUALS      | FY 2017 ADPOTED      | FY 2017 ACTUALS      | FY 2018 ADOPTED      |
|---------------------------|----------------------|----------------------|----------------------|----------------------|
| Taxes                     | \$ 3,899,663         | \$ 430,411           | \$ 437,669           | \$ -                 |
| Fees/Charges for Services | \$ 19,084,037        | \$ 18,270,500        | \$ 19,629,760        | \$ 19,696,000        |
| Fines/Forfeits            | \$ 1,764,776         | \$ 1,904,400         | \$ 1,528,745         | \$ 1,817,000         |
| Inter/Intra Governmental  | \$ 33,331            | \$ -                 | \$ 34,516            | \$ -                 |
| Investment Revenue        | \$ 127,045           | \$ 60,000            | \$ 365,848           | \$ 300,000           |
| License and Permits       | \$ 6,390             | \$ 5,000             | \$ 4,437             | \$ 5,000             |
| Other Financing Sources   | \$ 106,982           | \$ -                 | \$ 306,931           | \$ -                 |
| Other Revenue             | \$ 27,754            | \$ 10,000            | \$ 115,705           | \$ 75,300            |
| Reserves                  | \$ -                 | \$ 2,047,173         | \$ -                 | \$ 2,419,513         |
|                           | <u>\$ 25,049,978</u> | <u>\$ 22,727,484</u> | <u>\$ 22,423,611</u> | <u>\$ 24,312,813</u> |

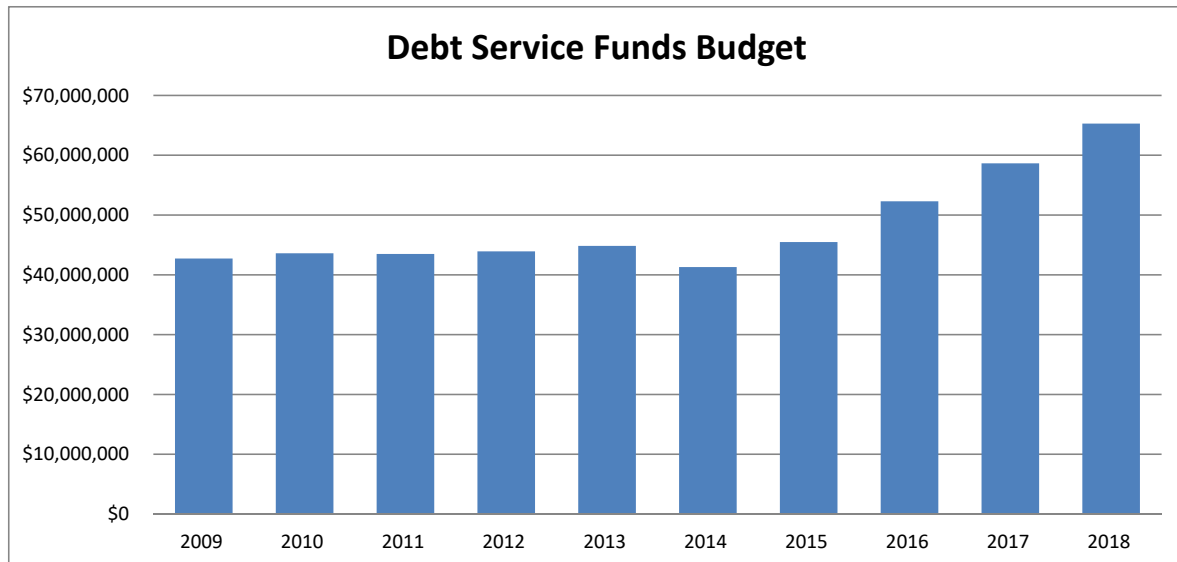
### Road & Bridge Fund Budget - Revenues by Source



## Debt Service Funds Budget

Ten-Year Trend

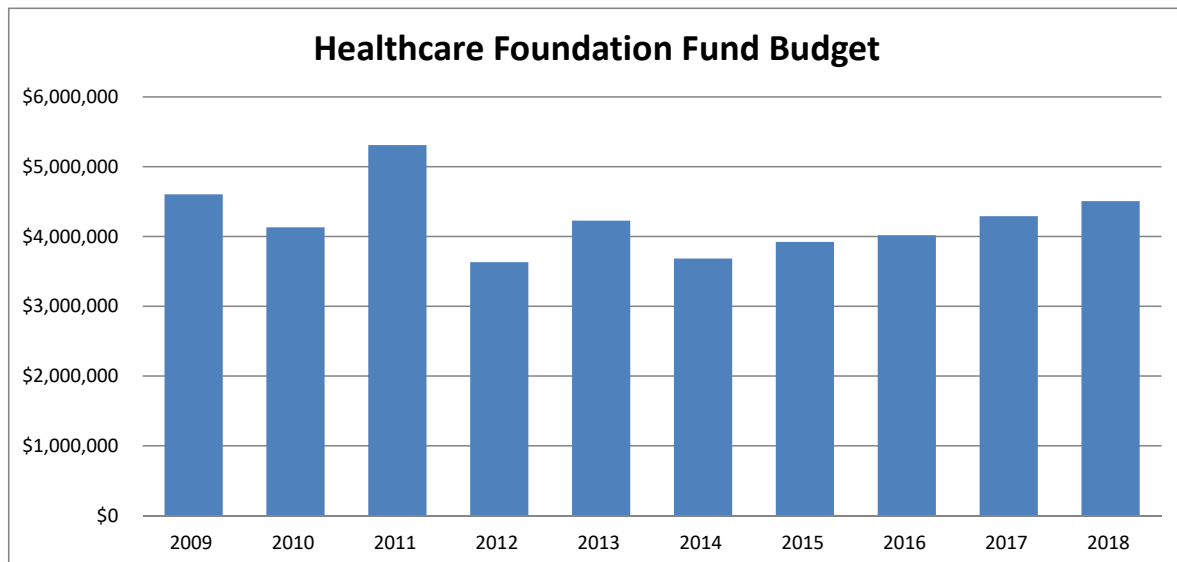
| FISCAL YEAR |    | ADOPTED BUDGET | PERCENT CHANGE |
|-------------|----|----------------|----------------|
| 2009        | \$ | 42,729,548     | 7.8%           |
| 2010        | \$ | 43,605,123     | 2.0%           |
| 2011        | \$ | 43,487,800     | -0.3%          |
| 2012        | \$ | 43,927,702     | 1.0%           |
| 2013        | \$ | 44,841,468     | 2.1%           |
| 2014        | \$ | 41,305,564     | -7.9%          |
| 2015        | \$ | 45,479,473     | 10.1%          |
| 2016        | \$ | 52,293,608     | 15.0%          |
| 2017        | \$ | 58,641,714     | 12.1%          |
| 2018        | \$ | 65,290,931     | 11.3%          |



## Healthcare Foundation Fund Budget

Ten-Year Trend

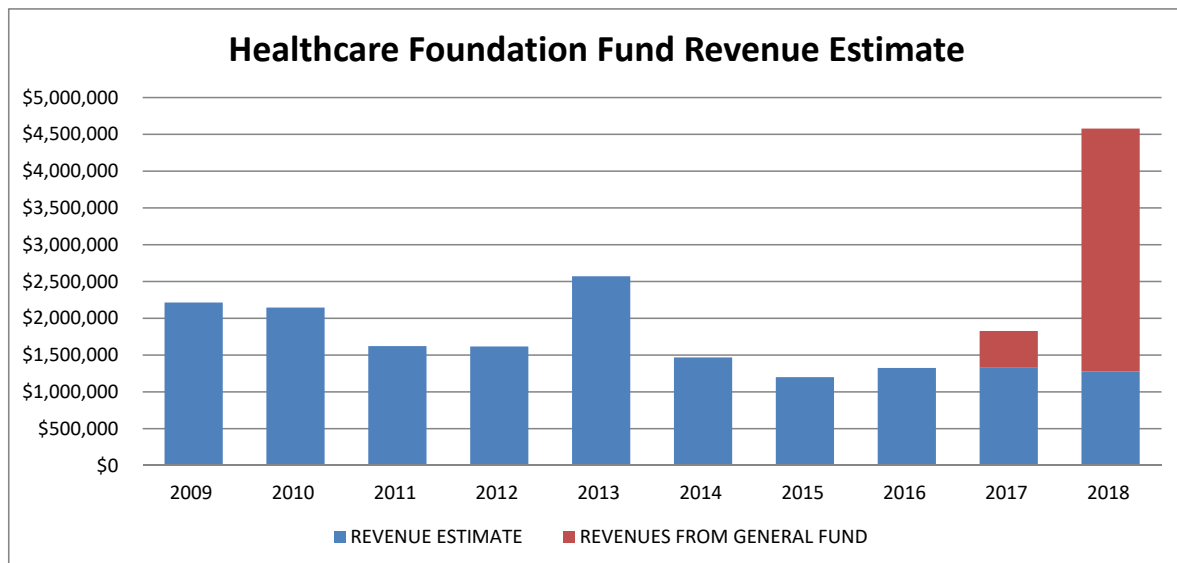
| FISCAL YEAR | ADOPTED BUDGET | PERCENT CHANGE |
|-------------|----------------|----------------|
| 2009        | \$ 4,603,752   | -20.8%         |
| 2010        | \$ 4,131,426   | -10.3%         |
| 2011        | \$ 5,309,647   | 28.5%          |
| 2012        | \$ 3,631,835   | -31.6%         |
| 2013        | \$ 4,227,197   | 16.4%          |
| 2014        | \$ 3,684,371   | -12.8%         |
| 2015        | \$ 3,921,960   | 6.4%           |
| 2016        | \$ 4,016,931   | 2.4%           |
| 2017        | \$ 4,290,972   | 6.8%           |
| 2018        | \$ 4,506,295   | 5.0%           |



## Healthcare Foundation Fund Revenue Estimate

Ten-Year Trend

| FISCAL YEAR | REVENUE ESTIMATE | PERCENT CHANGE |
|-------------|------------------|----------------|
| 2009        | \$ 2,214,124     | -47.0%         |
| 2010        | \$ 2,145,749     | -3.1%          |
| 2011        | \$ 1,622,362     | -24.4%         |
| 2012        | \$ 1,616,762     | -0.3%          |
| 2013        | \$ 2,570,952     | 59.0%          |
| 2014        | \$ 1,468,027     | -42.9%         |
| 2015        | \$ 1,200,100     | -18.3%         |
| 2016        | \$ 1,325,390     | 10.4%          |
| 2017        | \$ 1,827,775     | 37.9%          |
| 2018        | \$ 4,578,253     | 150.5%         |



## Expenditures by Department

| DEPARTMENT       |                                | FY 2017 |            | FY 2018 |           | % Change   |    |         |
|------------------|--------------------------------|---------|------------|---------|-----------|------------|----|---------|
|                  |                                | ADOPTED | PERSONNEL  | ADOPTED | PERSONNEL |            |    |         |
| 001 General Fund |                                |         |            |         |           |            |    |         |
| 0101             | County Judge - Admin           | \$      | 195,658    | 1       | \$        | 200,741    | 1  | 2.60%   |
| 0151             | Commissioners Court Precinct 1 | \$      | 163,608    | 1       | \$        | 167,759    | 1  | 2.54%   |
| 0152             | Commissioners Court Precinct 2 | \$      | 163,515    | 1       | \$        | 167,666    | 1  | 2.54%   |
| 0153             | Commissioners Court Precinct 3 | \$      | 164,215    | 1       | \$        | 168,366    | 1  | 2.53%   |
| 0154             | Commissioners Court Precinct 4 | \$      | 165,408    | 1       | \$        | 169,559    | 1  | 2.51%   |
| 0201             | Administrative Serv-Admin      | \$      | 949,461    | 8       | \$        | 1,023,441  | 8  | 7.79%   |
| 0301             | Human Resources - Admin        | \$      | 2,043,673  | 18      | \$        | 1,866,589  | 18 | -8.66%  |
| 0309             | Human Resources - Shared       | \$      | 50,475     | 0       | \$        | 50,475     | 0  | 0.00%   |
| 0320             | Risk Management - Admin        | \$      | 213,561    | 2       | \$        | 227,286    | 2  | 6.43%   |
| 0329             | Risk Management - Shared       | \$      | 2,450,000  | 0       | \$        | 2,450,000  | 0  | 0.00%   |
| 0330             | Civil Service                  | \$      | 83,091     | 1       | \$        | 87,289     | 1  | 5.05%   |
| 0401             | Budget - Admin                 | \$      | 657,603    | 6       | \$        | 703,448    | 6  | 6.97%   |
| 0420             | Support Services - Admin       | \$      | 199,278    | 4       | \$        | 212,782    | 4  | 6.78%   |
| 0429             | Support Services - Shared      | \$      | 1,765,000  | 0       | \$        | 1,765,000  | 0  | 0.00%   |
| 0501             | Elections-Admin                | \$      | 2,047,759  | 15      | \$        | 2,109,294  | 15 | 3.00%   |
| 0601             | IT-Admin                       | \$      | 4,338,001  | 35      | \$        | 4,409,057  | 34 | 1.64%   |
| 0619             | IT - Shared                    | \$      | 1,630,394  | 0       | \$        | 1,401,046  | 0  | -14.07% |
| 0620             | Telecom - Admin                | \$      | 910,085    | 8       | \$        | 961,894    | 8  | 5.69%   |
| 0629             | Telecom - Shared               | \$      | 2,678,948  | 0       | \$        | 2,783,768  | 0  | 3.91%   |
| 0630             | Records - Admin                | \$      | 606,825    | 9       | \$        | 641,692    | 9  | 5.75%   |
| 0640             | ERP-Admin                      | \$      | 776,687    | 4       | \$        | 570,233    | 4  | -26.58% |
| 0650             | GIS-Admin                      | \$      | 683,627    | 6       | \$        | 1,219,033  | 6  | 78.32%  |
| 0701             | Veteran - Admin                | \$      | 214,541    | 3       | \$        | 218,502    | 3  | 1.85%   |
| 0801             | County Clerk-Admin             | \$      | 2,043,648  | 29      | \$        | 2,179,191  | 29 | 6.63%   |
| 0820             | CCL Ck-Admin                   | \$      | 1,990,364  | 33      | \$        | 2,212,694  | 35 | 11.17%  |
| 0822             | CCL Ck - Collections           | \$      | 339,036    | 5       | \$        | 355,046    | 5  | 4.72%   |
| 0830             | Treasury - Admin               | \$      | 427,206    | 6       | \$        | 455,474    | 6  | 6.62%   |
| 0860             | Probate/Mental Clerks          | \$      | 697,841    | 6       | \$        | 777,368    | 7  | 11.40%  |
| 0901             | ME-Admin                       | \$      | 1,909,663  | 11      | \$        | 1,974,612  | 11 | 3.40%   |
| 1001             | Non-Departmental               | \$      | 21,622,764 | 91      | \$        | 18,140,907 | 95 | -16.10% |

## Expenditures by Department

| DEPARTMENT                      | FY 2017      |           | FY 2018      |           | % Change |
|---------------------------------|--------------|-----------|--------------|-----------|----------|
|                                 | ADOPTED      | PERSONNEL | ADOPTED      | PERSONNEL |          |
| 1010 Capital Replacement        | \$ 550,000   | 0         | \$ 550,000   | 0         | 0.00%    |
| 1020 Central Appraisal District | \$ 1,545,421 | 0         | \$ 1,611,892 | 0         | 4.30%    |
| 1030 Court Appointed Prosecutor | \$ 1,000,000 | 0         | \$ 1,000,000 | 0         | 0.00%    |
| 2001 County Court-Shared        | \$ 131,300   | 0         | \$ 131,300   | 0         | 0.00%    |
| 2010 CCL 1-Admin                | \$ 514,569   | 4         | \$ 545,986   | 4         | 6.11%    |
| 2020 CCL2-Admin                 | \$ 530,608   | 4         | \$ 562,155   | 4         | 5.95%    |
| 2030 CCL3-Admin                 | \$ 513,567   | 4         | \$ 546,631   | 4         | 6.44%    |
| 2040 CCL4-Admin                 | \$ 519,024   | 4         | \$ 550,592   | 4         | 6.08%    |
| 2050 CCL5-Admin                 | \$ 527,850   | 4         | \$ 559,715   | 4         | 6.04%    |
| 2060 CCL6-Admin                 | \$ 506,527   | 4         | \$ 538,175   | 4         | 6.25%    |
| 2070 CCL7-Admin                 | \$ 524,330   | 4         | \$ 556,908   | 4         | 6.21%    |
| 2180 Probate-Admin              | \$ 513,108   | 4         | \$ 544,875   | 4         | 6.19%    |
| 2301 Dist Clerk-Admin           | \$ 4,166,126 | 66        | \$ 4,503,338 | 68        | 8.09%    |
| 2302 Passport                   | \$ 223,002   | 4         | \$ 233,847   | 4         | 4.86%    |
| 2330 Jury Mgmt-Admin            | \$ 887,605   | 4         | \$ 976,223   | 4         | 9.98%    |
| 2401 JP-Shared                  | \$ 112,627   | 1         | \$ 221,383   | 3         | 96.56%   |
| 2410 JP1-Admin                  | \$ 538,955   | 7         | \$ 580,508   | 7         | 7.71%    |
| 2420 JP2-Admin                  | \$ 464,445   | 6         | \$ 438,329   | 5         | -5.62%   |
| 2430 JP3-1-Admin                | \$ 424,923   | 6         | \$ 499,084   | 7         | 17.45%   |
| 2440 JP4-Admin                  | \$ 542,103   | 8         | \$ 538,634   | 8         | -0.64%   |
| 2450 JP3-2 Admin                | \$ 443,719   | 6         | \$ 410,215   | 5         | -7.55%   |
| 2501 Dist Ct-Shared             | \$ 876,858   | 5         | \$ 992,256   | 4         | 13.16%   |
| 2510 199Th DC-Admin             | \$ 343,411   | 4         | \$ 374,474   | 4         | 9.05%    |
| 2520 219Th DC-Admin             | \$ 332,754   | 4         | \$ 362,106   | 4         | 8.82%    |
| 2530 296Th DC-Admin             | \$ 338,938   | 4         | \$ 369,554   | 4         | 9.03%    |
| 2540 366Th DC-Admin             | \$ 320,488   | 4         | \$ 348,474   | 4         | 8.73%    |
| 2550 380Th DC-Admin             | \$ 340,043   | 4         | \$ 368,139   | 4         | 8.26%    |
| 2560 401St DC-Admin             | \$ 357,898   | 4         | \$ 387,114   | 4         | 8.16%    |
| 2570 416Th DC-Admin             | \$ 332,010   | 4         | \$ 341,818   | 4         | 2.95%    |
| 2580 417Th DC-Admin             | \$ 360,176   | 4         | \$ 389,626   | 4         | 8.18%    |
| 2590 429Th DC-Admin             | \$ 306,078   | 4         | \$ 333,293   | 4         | 8.89%    |

## Expenditures by Department

| DEPARTMENT                  | FY 2017       |           | FY 2018       |           | % Change |
|-----------------------------|---------------|-----------|---------------|-----------|----------|
|                             | ADOPTED       | PERSONNEL | ADOPTED       | PERSONNEL |          |
| 2610 469th DC-Admin         | \$ 318,476    | 4         | \$ 346,706    | 4         | 8.86%    |
| 2620 470th DC-Admin         | \$ 305,812    | 4         | \$ 329,380    | 4         | 7.71%    |
| 3001 Auditor - Admin        | \$ 2,962,719  | 32        | \$ 3,164,212  | 32        | 6.80%    |
| 3101 Tax A/C - Admin        | \$ 5,425,950  | 94        | \$ 6,156,501  | 103       | 13.46%   |
| 3201 Purchasing - Admin     | \$ 1,319,596  | 15        | \$ 1,374,290  | 15        | 4.14%    |
| 3501 DA-Admin               | \$ 12,891,620 | 129       | \$ 13,862,845 | 130       | 7.53%    |
| 4010 Build Sup - Admin      | \$ 3,883,266  | 50        | \$ 4,159,543  | 51        | 7.11%    |
| 4019 Build Sup-Shared       | \$ 6,454,401  | 0         | \$ 5,672,762  | 0         | -12.11%  |
| 4030 Const & Proj - Admin   | \$ 472,600    | 4         | \$ 510,175    | 4         | 7.95%    |
| 4039 Const & Proj - Shared  | \$ 1,398,343  | 0         | \$ 1,398,343  | 0         | 0.00%    |
| 4401 Equip Serv-Admin       | \$ 1,049,128  | 14        | \$ 1,110,797  | 14        | 5.88%    |
| 4409 Equip Serv-Shared      | \$ 3,399,701  | 0         | \$ 2,845,056  | 0         | -16.31%  |
| 5001 SO-Admin               | \$ 14,169,676 | 153       | \$ 17,245,167 | 168       | 21.70%   |
| 5030 Jail Ops-Admin         | \$ 20,237,640 | 260       | \$ 20,950,855 | 260       | 3.52%    |
| 5050 Minimum Security       | \$ 3,321,492  | 44        | \$ 3,420,968  | 44        | 2.99%    |
| 5060 SO Fusion Center       | \$ 644,011    | 6         | \$ 604,215    | 6         | -6.18%   |
| 5070 Inmate Trans-Admin     | \$ 2,740,606  | 37        | \$ 2,869,825  | 37        | 4.71%    |
| 5080 PTR-Admin              | \$ 83,220     | 0         | \$ 101,014    | 0         | 21.38%   |
| 5090 SO County Corr - Admin | \$ 223,626    | 3         | \$ 245,465    | 3         | 9.77%    |
| 5101 Jail Cafe-Admin        | \$ 46,300     | 0         | \$ 53,385     | 0         | 15.30%   |
| 5110 Child Abuse - Admin    | \$ 195,957    | 2         | \$ 210,935    | 2         | 7.64%    |
| 5510 Constable 1            | \$ 695,171    | 8         | \$ 738,242    | 8         | 6.20%    |
| 5530 Constable 2            | \$ 468,175    | 5         | \$ 495,610    | 5         | 5.86%    |
| 5550 Constable 3            | \$ 1,089,679  | 12        | \$ 1,136,229  | 12        | 4.27%    |
| 5570 Constable 4            | \$ 752,388    | 9         | \$ 736,417    | 8         | -2.12%   |
| 5701 Fire Marshal-Admin     | \$ 1,425,855  | 5         | \$ 1,462,046  | 5         | 2.54%    |
| 5901 Highway Patrol - Admin | \$ 33,653     | 2         | \$ 36,411     | 2         | 8.20%    |
| 5910 Breathalyzer Program   | \$ 30,000     | 0         | \$ 30,000     | 0         | 0.00%    |
| 5920 Ambulance Service      | \$ 946,029    | 0         | \$ 946,029    | 0         | 0.00%    |
| 5950 Emergency Management   | \$ 294,004    | 4         | \$ 222,201    | 2         | -24.42%  |
| 6030 Sub Abuse-Admin        | \$ 239,584    | 3         | \$ 221,743    | 3         | -7.45%   |

## Expenditures by Department

| DEPARTMENT                         | FY 2017               |             | FY 2018               |             | % Change      |
|------------------------------------|-----------------------|-------------|-----------------------|-------------|---------------|
|                                    | ADOPTED               | PERSONNEL   | ADOPTED               | PERSONNEL   |               |
| 6040 Inmate Health                 | \$ 5,987,149          | 0           | \$ 5,987,149          | 0           | 0.00%         |
| 6050 MHMR                          | \$ 2,638,618          | 0           | \$ 2,638,618          | 0           | 0.00%         |
| 6102 CSCD-County Funded            | \$ -                  | 0           | \$ 46,740             | 0           | 100.00%       |
| 6201 Court Appt Representation     | \$ 7,307,295          | 0           | \$ 9,000,000          | 0           | 23.16%        |
| 6210 Juvenile Court-Ind Def        | \$ 670,461            | 0           | \$ 670,461            | 0           | 0.00%         |
| 6290 Indigent Def Coord - Admin    | \$ 460,008            | 6           | \$ 474,796            | 6           | 3.21%         |
| 6301 Indigent Aid                  | \$ 3,000              | 0           | \$ 3,000              | 0           | 0.00%         |
| 6401 Juv Prob-Admin                | \$ 2,552,997          | 44          | \$ 2,933,599          | 44          | 14.91%        |
| 6420 Juv Det -Admin                | \$ 7,475,970          | 91          | \$ 8,177,910          | 92          | 9.39%         |
| 6460 Juv Alt Ed-Admin              | \$ 780,243            | 6           | \$ 866,477            | 6           | 11.05%        |
| 6501 Libraries                     | \$ 55,461             | 0           | \$ -                  | 0           | -100.00%      |
| 6510 Historical Comm               | \$ 49,900             | 0           | \$ 49,900             | 0           | 0.00%         |
| 6530 Open Space-Admin              | \$ 31,450             | 0           | \$ 31,750             | 0           | 0.95%         |
| 7001 Extension Office - Admin      | \$ 271,709            | 7           | \$ 253,714            | 7           | -6.62%        |
| 7530 Engineering Road/Bridge Const | \$ 6,000,000          | 0           | \$ 38,000,000         | 0           | 533.33%       |
| 7801 Myers-Admin                   | \$ 698,745            | 11          | \$ 701,548            | 11          | 0.40%         |
| 7820 Farm Mus-Admin                | \$ 92,970             | 1           | \$ 100,090            | 1           | 7.66%         |
| 8201 Dev Serv-Admin                | \$ 706,191            | 9           | \$ 724,820            | 9           | 2.64%         |
| 9029 Courthouse Security Fund      | \$ 700,000            | 0           | \$ 350,000            | 0           | -50.00%       |
| 9040 Healthcare Foundation         | \$ 500,000            | 0           | \$ 3,300,000          | 0           | 560.00%       |
| 9640 Child Protective Board        | \$ 48,000             | 0           | \$ 48,000             | 0           | 0.00%         |
|                                    | <b>\$ 195,819,243</b> | <b>1560</b> | <b>\$ 237,052,795</b> | <b>1592</b> | <b>21.06%</b> |

## Expenditures by Department

| DEPARTMENT                    | FY 2017       |           | FY 2018       |           | % Change |
|-------------------------------|---------------|-----------|---------------|-----------|----------|
|                               | ADOPTED       | PERSONNEL | ADOPTED       | PERSONNEL |          |
| 010 ROAD & BRIDGE FUND        |               |           |               |           |          |
| 1001 Non-Departmental         | \$ 470,865    | 0         | \$ 621,070    | 0         | 31.90%   |
| 1010 Capital Replacement      | \$ 69,000     | 0         | \$ 69,000     | 0         | 0.00%    |
| 7501 Road & Bridge - Admin    | \$ 20,870,117 | 90        | \$ 22,220,341 | 90        | 6.47%    |
| 7520 Engineering - Admin      | \$ 583,023    | 4         | \$ 619,236    | 4         | 6.21%    |
| 7540 Public Works-Admin       | \$ 526,740    | 5         | \$ 565,199    | 5         | 7.30%    |
| 7550 Conservation             | \$ 44,035     | 0         | \$ 44,035     | 0         | 0.00%    |
| 7560 Special Projects - Admin | \$ 163,704    | 1         | \$ 173,932    | 1         | 6.25%    |
|                               | \$ 22,727,484 | 100       | \$ 24,312,813 | 100       | 6.98%    |

### OTHER FUNDS

|                                                     |              |    |              |    |         |
|-----------------------------------------------------|--------------|----|--------------|----|---------|
| 003 County Clerk Records Archive Fund               | \$ 500,000   | 0  | \$ 500,000   | 0  | 0.00%   |
| 005 District Courts Records Tech Fund               | \$ 100,000   | 0  | \$ 100,000   | 0  | 0.00%   |
| 013 Judicial Appellate Fund                         | \$ 52,470    | 0  | \$ 75,400    | 0  | 43.70%  |
| 015 Court Reporters Fund                            | \$ 260,000   | 0  | \$ 264,000   | 0  | 1.54%   |
| 021 Law Library Fund                                | \$ 388,864   | 3  | \$ 400,170   | 3  | 2.91%   |
| 025 County Clerk Records Mgmt & Preservation Fund   | \$ 1,698,156 | 5  | \$ 1,726,086 | 5  | 1.64%   |
| 026 District Clerk Records Mgmt & Preservation Fund | \$ 127,219   | 2  | \$ 135,593   | 2  | 6.58%   |
| 028 Justice Court Technology Fund                   | \$ 137,668   | 0  | \$ 145,949   | 0  | 6.02%   |
| 029 Courthouse Security Fund                        | \$ 747,936   | 13 | \$ 751,283   | 13 | 0.45%   |
| 031 Economic Development Fund                       | \$ 70,389    | 0  | \$ 147,977   | 0  | 110.23% |
| 033 Contract Elections Fund                         | \$ 632,561   | 0  | \$ 632,561   | 0  | 0.00%   |
| 040 Healthcare Foundation Fund                      | \$ 4,290,972 | 34 | \$ 4,506,295 | 36 | 5.02%   |
| 044 County Records Mgmt & Preservation Fund         | \$ 554,757   | 0  | \$ 434,380   | 0  | -21.70% |
| 049 DA Pre-Trial Intervention Fund                  | \$ -         | 0  | \$ 123,621   | 1  | 100.00% |
| 050 Drug Court/Special Court Fund                   | \$ 209,496   | 0  | \$ 209,496   | 0  | 0.00%   |
| 052 County Court Technology Fund                    | \$ 1,568     | 0  | \$ 1,568     | 0  | 0.00%   |
| 053 District Court Technology Fund                  | \$ 2,016     | 0  | \$ 2,016     | 0  | 0.00%   |
| 054 Probate Guardianship Fund                       | \$ 75,540    | 1  | \$ 77,621    | 1  | 2.75%   |
| 056 District Ck Court Records Pres Fund             | \$ 100,000   | 0  | \$ 100,000   | 0  | 0.00%   |

## Expenditures by Department

| DEPARTMENT                      | FY 2017                      |                     | FY 2018                      |                     | % Change             |
|---------------------------------|------------------------------|---------------------|------------------------------|---------------------|----------------------|
|                                 | ADOPTED                      | PERSONNEL           | ADOPTED                      | PERSONNEL           |                      |
| Public Health Emergency         |                              |                     |                              |                     |                      |
| 102 Preparedness Fund           | \$ 460,205                   | 8                   | \$ 625,723                   | 8                   | 35.97%               |
| 108 Healthcare Grant Fund       | \$ 1,846,433                 | 27                  | \$ 1,913,540                 | 27                  | 3.63%                |
| 180 Juvenile State Grant Fund   | \$ 73,434                    | 1                   | \$ 79,509                    | 1                   | 8.27%                |
| 399 Debt Service Fund           | \$ 58,641,714                | 0                   | \$ 65,290,931                | 0                   | 11.34%               |
| 499 Permanent Improvement Fund  | \$ 2,804,500                 | 0                   | \$ 2,829,191                 | 0                   | 0.88%                |
| 501 Liability Insurance Fund    | \$ 1,565,000                 | 0                   | \$ 1,695,000                 | 0                   | 8.31%                |
| Workers Compensation Insurance  |                              |                     |                              |                     |                      |
| 502 Fund                        | \$ 885,000                   | 0                   | \$ 885,000                   | 0                   | 0.00%                |
| 504 Unemployment Insurance Fund | \$ 172,000                   | 0                   | \$ 96,500                    | 0                   | -43.90%              |
| 505 Health Insurance Fund       | \$ 26,036,409                | 2                   | \$ 28,110,334                | 2                   | 7.97%                |
| 507 Animal Safety Fund          | \$ 1,171,000                 | 16                  | \$ 1,293,977                 | 17                  | 10.50%               |
| 640 CPS Board Fund              | \$ 46,330                    | 0                   | \$ 46,330                    | 0                   | 0.00%                |
| 65x CSCD Funds                  | <u>\$ 6,558,442</u>          | <u>109</u>          | <u>\$ 6,368,003</u>          | <u>114</u>          | <u>-2.90%</u>        |
|                                 | <b><u>\$ 110,210,079</u></b> | <b><u>221</u></b>   | <b><u>\$ 119,568,054</u></b> | <b><u>230</u></b>   | <b><u>8.49%</u></b>  |
| <b>TOTAL</b>                    | <b><u>\$ 328,756,806</u></b> | <b><u>1,881</u></b> | <b><u>\$ 380,933,662</u></b> | <b><u>1,922</u></b> | <b><u>15.87%</u></b> |



## **POLICIES**

THE STATE OF TEXAS

COUNTY OF COLLIN

Subject: Policy Update, Budget Amendment Policy – Budget

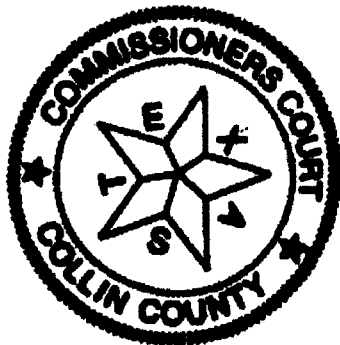
On **September 23, 2008**, the Commissioners Court of Collin County, Texas, met in **regular session** with the following members present and participating, to wit:

Keith Self  
Phyllis Cole  
Jerry Hoagland  
Joe Jaynes  
Kathy Ward

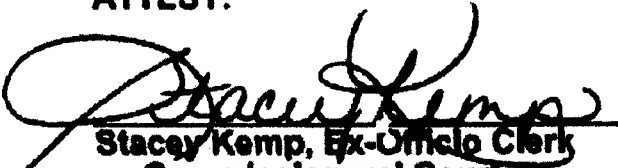
County Judge, Presiding  
Commissioner, Precinct 1  
Commissioner, Precinct 2  
Commissioner, Precinct 3  
Commissioner, Precinct 4

During such session the court considered a request for approval of the updated Budget Amendment Policy.

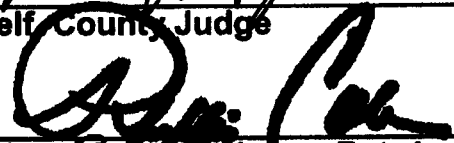
Thereupon, a motion was made, seconded and carried with a majority vote of the court for approval of the updated Budget Amendment Policy. Same is hereby approved in accordance with the attached documentation.



ATTEST:

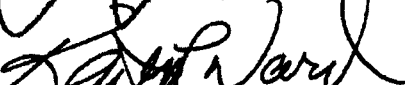
  
Stacey Kemp, Ex-Officio Clerk  
Commissioners' Court  
Collin County, T E X A S

  
Keith Self, County Judge

  
Phyllis Cole, Commissioner, Pct. 1

  
Jerry Hoagland, Commissioner, Pct. 2

  
Joe Jaynes, Commissioner, Pct. 3

  
Kathy Ward, Commissioner, Pct. 4

## ***Collin County Budgetary Control Policy***

1. This Budgetary Control Policy is to remain in effect until changed or otherwise repealed by Commissioners' Court.

### **2. Budget Amendments**

The Director of Budget and Finance is authorized to amend the budget as needed for appropriated line items with an FYI Notification to the Commissioners Court for all amendments over \$5000 in accordance with Court Order 2005-589-08-01 and Local Government Code 111.070(c). In addition the Director of Budget and Finance is authorized to amend the budget within Capital Project Funds as needed for appropriated line items without an FYI notification to the court if: (1) the budget amendment will not increase or decrease the overall project budget, and (2) the budget amendment will not authorize an increase or decrease of any fund balance. The Director of Budget and Finance may require any budget amendment to be approved by Commissioners Court.

All budget amendment requests should be submitted on a form prescribed by the Director of Budget and Finance. The form should clearly identify the reason for the budget amendment. The following information must be included if applicable before a budget amendment can be processed:

- 1) a recommendation from the requesting department as to where to move the budget from;
- 2) all equipment should include pricing and availability verification provided by the Purchasing Department;
- 3) computer equipment and software should have a recommendation from the Information Technologies Department;
- 4) vehicles and gasoline powered equipment should have a recommendation from Equipment Services;
- 5) increases in payroll line items should have a recommendation from Human Resources.

Once all required documentation is received, the Director of Budget and Finance will review the request and process the request or make other recommendations. Once budget amendments are approved by the Director of Budget and Finance they are then forwarded to the Auditor's Office for processing or to Commissioners Court for approval.

### 3. **Budget Categories**

Budgets are adopted by major category. There are three major budget categories:

Salaries and benefits  
Maintenance and operating  
Capital Outlay

These three major categories are divided into sub-categories or project codes for budget control levels. Budget control levels vary by sub-category or project code depending on the characteristics of the line items. The budget control level for each sub-category is structured as follows:

| <b><u>Category/Sub-category</u></b> | <b><u>Budget Control Level</u></b> |
|-------------------------------------|------------------------------------|
| <b>Salaries and Benefits</b>        |                                    |
| Salaries and Fringe Benefits        | sub-category level                 |
| Contract Labor                      | sub-category level                 |
| <b>Maintenance &amp; Operating</b>  |                                    |
| Training and Travel                 | sub-category level                 |
| Administrative                      | sub-category level                 |
| Operating                           | sub-category level                 |
| Maintenance                         | sub-category level                 |
| Utilities                           | sub-category level                 |
| Other                               | line item level                    |
| <b>Capital Outlay</b>               | line item level and project level  |

When budget control is held at the sub-category level transactions are allowed as long as the aggregate total transactions of all line items within the sub-category does not exceed the aggregate total of all line item budgets within that sub-category. Budgets may be exceeded at the line item level as long as the total of line item budgets within the sub-category is not overrun.

The budget for each line item may not be exceeded without proper approval when budget control is held at the line item level.

Capital outlay (other than capital project funds and grants) is restricted at two budgetary levels, the line item budget level and the project code budget level. Neither the line item budget nor the project budget may be exceeded without proper approval. Moving funds between project codes will require a budget amendment.

#### **4. Capital Project Fund Budgeting**

Capital project funds (fund numbers 400 through 498) require a different type of budgetary control because the budget is based on project lives and not on a fiscal year. The budgetary control level is at the line item level within each project code. The Permanent Improvement Fund, fund 499, requires an annual budget that must follow the same annual budgeting processes and procedures as other funds.

#### **5. Grant Fund Budgets**

Grant funds (fund numbers 100 through 199) also require different processes and procedures due to their unique nature. Grants often require budgets to be controlled by different fiscal years other than the County's fiscal year. Also budget categories for grants will typically differ from the County's budget categories. A project code is established for each grant budget category, and the budget control is held at the project level. Initial grant budgets and increases to the total grant budget should be approved by Commissioners Court; however, shifting budgeted funds between budget categories is allowed (with a notification to Commissioners Court), so long as it does not increase the overall grant expenditures.

#### **6. CSCD Budgets**

CSCD budgets are controlled on a different fiscal year than the County and have different budget categories than the County, so the budgets are controlled at a project code level similar to grants. Movement between budget categories must follow state guidelines and does not require Court approval or notification.

#### **7. Non-Departmental Budget Expenditure and Authorization**

All requisitions submitted for the non-departmental accounts must be forwarded by the requesting department to the Budget Department for approval.

#### **8. Purchases**

The Purchasing Agent is not authorized to allow any purchases that exceed budgeted funds without prior approval from the County Judge, Director of Budget and Finance, or Commissioners' Court along with a budget amendment. The County Auditor may allow budget overrides if the cause of the budget overrun will be cleared by an eminent accounting transaction or future grant funding.

The Director of Budget and Finance is authorized to purchase capital or non-capital replacement items if such item is in disrepair and funds are available in the capital replacement accounts.

Any requisition submitted by a department charged against an improper account number shall be returned to the department for correction. The Purchasing Agent and/or the County Auditor shall not change any account number on a requisition without first consulting with the Elected Official/Department Director concerned.

A purchase requisition shall not be submitted by any department without available funds within the budget category as prescribed. Such requisition shall remain at the department approval level until funds become available.

#### **9. Training and Travel Expenditures**

Elected Officials and Department Directors are not authorized to exceed Training and Travel funding without prior approval from the County Judge, the Director of Budget and Finance or Commissioners Court.

Prior to attending any function that would be classified as a Training and Travel expense, a County employee shall submit an estimate of the entire cost of attendance. The estimate should be submitted to the Auditor's Office and encumbered. Failure to submit an estimate of costs prior to attendance may result in loss of personal funds, or will require approval by Commissioners Court before a claim for any reimbursement can be paid.

#### **10. Deficit Budget Balance**

Any Elected Official/Department Director whose budget category ends in a deficit amount may lose funds in the following fiscal year equal to the deficit amount after evaluation by Commissioners' Court.

#### **11. Annual Carryover of Funds**

Requests for carryover funds that are not encumbered via a purchase order to a specified vendor shall be subject to rejection upon review. These requests shall be submitted, with justification, to the Director of Budget and Finance no later than August 31<sup>st</sup>. Each request will be reviewed by the Director of Budget and Finance, the County Auditor and the Purchasing Director and recommended to the Commissioners Court for approval.

THE STATE OF TEXAS

COUNTY OF COLLIN

Subject: Policy, Fund Balance – Auditor

On **September 19, 2011**, the Commissioners Court of Collin County, Texas, met in **regular session** with the following members present and participating, to wit:

Keith Self  
Matt Shaheen  
Cheryl Williams  
Joe Jaynes  
Duncan Webb

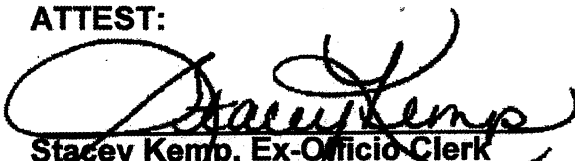
County Judge, Presiding  
Commissioner, Precinct 1  
Commissioner, Precinct 2  
Commissioner, Precinct 3  
Commissioner, Precinct 4

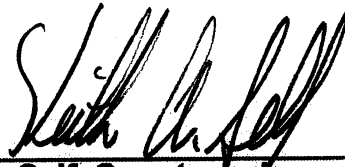
During such session the court considered a request for approval to adopt the Fund Balance Policy.

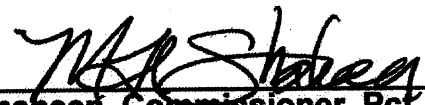
Thereupon, a motion was made, seconded and carried with a majority vote of the court for approval to adopt the Fund Balance Policy. Same is hereby approved in accordance with the attached documentation.

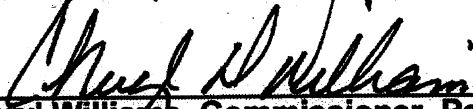


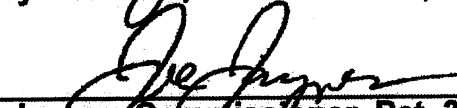
ATTEST:

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

  
Keith Self, County Judge

  
Matt Shaheen, Commissioner, Pct. 1

  
Cheryl Williams, Commissioner, Pct. 2

  
Joe Jaynes, Commissioner, Pct. 3

  
Duncan Webb, Commissioner, Pct. 4

# Collin County, Texas

## Fund Balance Policy

**Purpose:** The purpose of this policy is to establish operating and reporting guidelines for the fund balances of the governmental funds of Collin County, Texas.

**Fund Balance Classification:** The county governmental-fund financial statements will present fund balances classified in a hierarchy based on the strength of the constraints governing how those balances can be spent. These classifications are listed below in descending order of restrictiveness:

- **Nonspendable:** This classification includes amounts that cannot be spent because they: (a) are not in spendable form (e.g., inventories and prepaid items); (b) are not expected to be converted into cash within the current period or at all (e.g., long-term receivables); or (c) are legally or contractually required to be maintained intact (e.g., the non-spendable corpus of an endowment).
- **Restricted:** This classification includes amounts subject to usage constraints that have either been: (a) externally imposed by creditors (e.g., through a debt covenant), grantors, contributors, or laws or regulations of other governments; or (b) imposed by law through constitutional provisions or enabling legislation.
- **Committed:** This classification includes amounts that are constrained to use for specific purposes pursuant to formal action of Commissioners Court.<sup>1</sup> These amounts cannot be used for other purposes unless the Court removes or changes the constraints via the same type of action used to initially commit them.
- **Assigned:** This classification includes amounts intended by the county for use for a specific purpose but which do not qualify for classification as either restricted or committed. The intent can be expressed by Commissioners Court or by a combination of the County Auditor and the Budget Officer.<sup>2</sup>
- **Unassigned:** This classification applies to the residual fund balance of the General Fund and to any deficit fund balances of other governmental funds.

**Order of Spending:** Where appropriate, Collin County will typically use restricted, committed, and/or assigned fund balances, in that order, prior to using unassigned resources, but it reserves the right to deviate from this general strategy.

**Minimum Fund Balance:** Collin County generally aims to maintain a minimum unassigned fund balance of 120 operating days at fiscal year-end of each year in the General Fund. This should provide sufficient funding to operate the county during the first quarter since most property taxes are not collected until the second quarter of each year.

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1. A commitment of fund balance requires formal action as to purpose but not as to amount; the latter may be determined and ratified by the Court at a later date. This is often important near year-end, when a purpose or need is known but a cost is not.

2. An assignment of fund balance implies an intent of Commissioners Court, but operationally, the ability to implement the intent may be delegated to one or more persons.

THE STATE OF TEXAS

COUNTY OF COLLIN

Subject: Policy, FY2017 Investment Policy – Auditor

On June 26, 2017, the Commissioners Court of Collin County, Texas, met in **regular session** with the following members present and participating, to wit:

Keith Self  
Susan Fletcher  
Cheryl Williams  
Chris Hill  
Duncan Webb

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

During such session the court considered a request for approval to adopt the FY2017 Investment Policy.

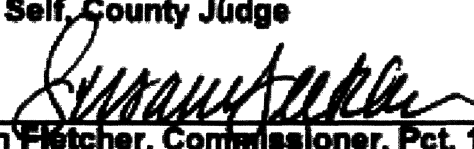
Thereupon, a motion was made, seconded and carried with a majority vote of the court for approval to adopt the FY2017 Investment Policy. Same is hereby approved in accordance with the attached documentation.



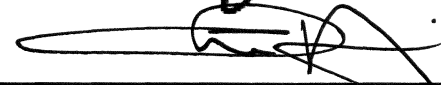
ATTEST:

  
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

# COLLIN COUNTY

## 2017 Investment Policy

### I. Investment Authority and Scope of Policy

#### Introduction

This policy serves to satisfy the statutory requirements of Texas Local Government Code (LGC) Section 116.112 **Investment of Funds**, and Government Code (GC) Chapter 2256 **Public Funds Investment** (PFIA) to define and adopt a formal investment policy. This policy will be reviewed and adopted by order annually according to [GC Section 2256.005\(e\)](#).

#### Scope

This policy applies to all financial assets of all funds of the County of Collin, Texas, the Collin County Housing Finance Corporation, The Collin County Toll Road Authority, and the Collin County Health Care Foundation, unless expressly prohibited by law. Idle funds required to be kept in a non-interest bearing account by agreement with Commissioners Court are not subject to investment.

This policy establishes guidelines for: 1) who can invest County funds, 2) how County funds will be invested, and 3) when and how periodic reviews of investments will be made. In addition to the requirements of this policy, bond funds (as defined by the Internal Revenue Service) shall be managed in accordance with their issuing documentation and all applicable state and federal law.

All investments made with County funds that become unacceptable under [GC Chapter 2256](#) guidelines shall be held or liquidated as determined by the Investment Committee to be in the best interest of the financial well-being of the County. According to [GC Section 2256.017](#), an entity is not required to liquidate investments that were authorized investments at the time of purchase.

#### Investment Strategies

As permitted by [GC Chapter 2256](#), the County has established three pooled investment funds groups: 1) the Operating Pooled Investment Funds Group, 2) the Non-Operating Pooled Investment Funds Group and 3) the Capital Projects Pooled Investment Funds Group. In accordance with the Public Funds Investment Act, [GC Section 2256.005\(d\)\(1-6\)](#), a separate written investment strategy has been developed for each of the pooled funds groups under Collin County's control. Each investment strategy describes the investment objectives for the particular fund or groups of funds using the following priorities of importance:

1. Understanding of the suitability of the investment to the financial requirements of the entity
2. Preservation and safety of principal
3. Liquidity
4. Marketability of the investment if the need arises to liquidate the investment before maturity
5. Diversification of the investment portfolio
6. Yield

## **II. Investment Objectives**

### **General Statement**

Funds of the County will be invested in accordance with federal and state law and this investment policy. The County will invest according to investment strategies for each pooled investment funds group as they are adopted by order of the Commissioners Court in accordance with [GC Section 2256.005\(d\)\(1-6\)](#).

### **Safety of Principal and Maintenance of Adequate Liquidity**

[GC Section 2256.005\(b\)\(2\)](#)

Collin County is concerned about the return of its principal. Therefore, safety of principal is the primary objective in any investment transaction.

The County's investment portfolio is structured in conformance with an asset/liability management plan which provides liquidity necessary to pay obligations as they become due.

### **Diversification**

[GC Section 2256.005\(b\)\(3\)](#)

It is the policy of Collin County to diversify its portfolio to reduce the risk of loss resulting from over concentration of assets in a specific maturity, a specific issuer, or a specific class of investments. Investments of the County shall always be selected that provide for stability of income and reasonable liquidity.

### **Yield**

[GC Section 2256.005\(b\)\(3\)](#)

In accordance with Government Code and PFIA, it is the County's goal to earn the maximum rate of return allowed on its investments within the policy imposed by safety and liquidity objectives, investment strategies for each pooled funds group, and state and federal law governing investment of public funds.

### **Maturity**

[GC Section 2256.005\(b\)\(3\)](#)

Portfolio maturities will be structured primarily to meet the obligations of the County, and subsequently to achieve or obtain the highest return. When the County has funds that exceed current year obligations, maturity restraints will be imposed based upon the investment strategy for the non-operating investment pooled funds group. The maximum allowable stated maturity of any individual investment owned by the County in the non-operating pooled investment funds group is five years from settlement date, with the exception of Mortgage Backed Securities (MBS), which shall not have a stated final maturity date of greater than 10 years

### **County Investment Officer's Responsibility and Controls**

In accordance with [GC Section 2256.005](#), the Commissioners Court shall designate, by resolution, the County Auditor and Budget Director as investment officers to be jointly responsible for the investment of its funds as defined in this investment policy.

The County Auditor shall deposit, withdraw or transfer funds in/out of an investment pool, money market mutual fund, or depository institution to meet the daily operational needs of the County. These transactions shall have approval of the County Judge, County Auditor, and County Budget Director. The governing body of the County retains ultimate responsibility as fiduciary of the assets of the County according to [GC Section 2256.005\(f\)](#).

### **Investment Committee**

The Investment Officers, together with two members of Commissioners Court, shall be members of the Investment Committee. The Investment Committee shall review the investment portfolio's status and performance, advise appropriate portfolio adjustments, monitor compliance with the Investment Policy and Investment Strategy Statement, and perform other investment related duties as necessary.

### **Training Requirements**

The investment officers and members of the Investment Committee shall:

- attend at least one investment training session containing at least 10 hours of instruction within 12 months after taking office or assuming duties,
- and attend at least one investment training session to receive at least 10 hours of investment training at least once in a two-year period that begins on October 1<sup>st</sup> and consists of the two consecutive years after that date.

All investment training sources must be approved by the County Investment Academy with the Texas Association of Counties and the training source must be independent of Commissioners Court. Training must include education in investment controls, security risks, strategy risks, market risks, diversification of investment portfolio, and compliance with the [Section 2256 of the Texas Government Code](#).

Investment training for the members of the Investment Committee shall be paid out of the Non-Departmental budget.

### **Investment Officer Disclosure**

If an investment officer has a personal business relationship with an entity, or is related within the second degree by affinity or consanguinity to an individual seeking to sell an investment to the County, the investment officer must file a statement disclosing that personal business interest, or relationship, with the Texas Ethics Commission and the Commissioners Court in accordance with [GC Section 2256.005\(i\)](#).

## **III. Investment Policies**

### **Authorized Investments**

The Collin County Investment Officers shall use any or all of the following authorized investment instruments consistent with governing law under [GC Section 2256.009\(a\)](#) and the County's investment objectives:

1. Obligations, including letters of credit, of the United States or its agencies and instrumentalities;
2. Direct obligations of this state or its agencies and instrumentalities;
3. Collateralized mortgage obligations directly issued by a federal agency or instrumentality of the United States, the underlying security for which is guaranteed by an agency or instrumentality of the United States;
4. Other obligations, the principal and interest of which are unconditionally guaranteed or insured by, or backed by the full faith and credit of this state or the United States or their respective agencies and instrumentalities, including obligations that are fully guaranteed or insured by the Federal Deposit Insurance Corporation or by the explicit full faith and credit of the United States;
5. Obligations of states, agencies, counties, cities, and other political subdivisions of any state rated as to investment quality by a nationally recognized investment rating firm not less than A or its equivalent;
6. Bonds issued, assumed, or guaranteed by the State of Israel;
7. Certificates of deposit issued by a state or national bank, a savings and loan association domiciled in this state, or a state or federal credit union domiciled in this state and is:
  - a. Guaranteed or insured by the Federal Deposit Insurance Corporation or its successor or the National Credit Union Share Insurance Fund or its successor;
  - b. Secured by obligations that are described by [Section 2256.009\(a\)](#), including mortgage backed securities directly issued by a federal agency or instrumentality that have a market value of not less than the principal amount of the certificates, but excluding those mortgage backed securities of the nature described by [section 2256.009\(b\)](#); or
  - c. Secured in any other manner and amount provided by law for deposits of the investing entity; and
  - d. Solicited by bid or offer orally, in writing, electronically, or any combination of methods outlined under [GC Section 2256.005\(c\)\(1-4\)](#);
8. Money market mutual funds registered with and regulated by the Securities and Exchange Commission and fully conforming with [GC Sections 2256.014](#) and [2256.016\(b\) and \(c\)](#) relating to the eligibility of investment pools to receive and invest funds of investing entities; and
9. Investment pools, as discussed in the Public Funds Investment Act, [GC Section 2256.016-2256.019](#), are eligible if the Commissioners Court, by order, authorizes investment in the particular pool. An investment pool shall invest the funds it receives from entities in authorized investments permitted by [GC 2256.016](#). An investment pool may invest its funds in money market mutual funds to the extent permitted by and consistent with [GC 2256.016](#) and the investment policies and objectives adopted by the investment pool. The County, by contract, may delegate to an investment pool the authority to hold legal title as custodian of investments purchased with its local funds.

The County expressly allows money market mutual funds and eligible investment pools authorized by the Commissioners Court to invest to the full extent permissible within the Public Funds Investment Act.

## **Prohibited**

As outlined under [GC Section 2256.009](#), the Collin County Investment Officers have no authority to use any of the following investment instruments, which are strictly prohibited:

1. Obligations whose payment represents the coupon payments on the outstanding principal balance of the underlying mortgage-backed security collateral and pays no principal;
2. Obligations whose payment represents the principal stream of cash flow from the underlying mortgage-backed security collateral and bears no interest;
3. Collateralized mortgage obligations that have a stated final maturity date of greater than 10 years;
4. The interest rate of which is determined by an index that adjusts opposite to the changes in a market index; and
5. Repurchase agreements even though they are allowable within limits by [GC 2256.011\(a\)\(1-4\)](#).

## **IV. Investment Responsibility and Control**

### **Investment Advisors and Providers**

The Collin County Investment Officers shall invest County funds consistent with federal and state law, the County's Investment Policy, and the current depository bank contract with any or all of the following institutions or groups:

1. Depository bank;
2. Other state bank, national bank, savings and loan association, or a state or federal credit union domiciled in Texas insured in full by either Federal Savings and Loan Insurance Corporation or Federal Deposit Insurance Corporation;
3. Public Funds Investment Act Pools passage of a resolution by the Commissioners Court, as well as the required inter-local agreement;
4. Government securities brokers and dealers approved by Commissioners Court;
5. Money Market mutual funds reviewed and recommended by the Investment Committee and approved by the Commissioners Court; Money Market mutual funds reviewed and recommended by the Investment Committee and approved by the Commissioners Court.

### **Qualifications of Approval of Brokers/Dealers**

Investment advisors and investment providers shall adhere to the spirit, philosophy and specific terms of this policy and shall invest within the same "Standard of Care" whereby the primary objective is the preservation and safety of principal.

In accordance with [GC Section 2256.005\(k\)](#), a written copy of this investment policy shall be presented to any person seeking to sell to the County an authorized investment, including investment pools and money market mutual funds. The registered principal of the business organization seeking to sell an authorized investment to the County shall execute a written instrument substantially to the effect that the registered principal has:

1. Received, reviewed, and agreed to adhere to the investment policy of the County;

2. Acknowledged that the business organization has implemented reasonable procedures and controls in an effort to preclude investment transactions conducted between the County and the organization that are not authorized by the County's investment policy;
3. Provided audited financial statements;
4. Provided proof of National Association of Securities Dealers (NASD) Certification;
5. Provided proof of state registration; and
6. Completed Broker/Dealer Request for Information.

Selected Investment Advisors and Investment Brokers/Dealers shall provide timely transaction confirmations and monthly activity reports.

The investment officers may not buy any securities from a person who has not delivered to the County an instrument substantially in the form provided above according to [GC Section 2256](#).

### **Approval Process of Broker/Dealer**

Upon meeting the requirements established under [GC Section 2256.005\(k\)](#), which includes the execution of a written instrument as described above, any person offering to engage in an investment transaction with the County may present a written request to the Investment Committee. The Investment Committee shall review the request and if appropriate present the request to Commissioner's Court for approval.

As specified under [GC Section 2256.025](#), the designated Investment Committee shall present annually a list of qualified investment brokers/dealers to the Commissioners Court for review, revisions, and approval. Once the list of qualified brokers/dealers has been adopted, only those named brokers/dealers shall be approved and qualified to engage in investment transactions with the County.

### **Standards of Operation**

The County Investment Officers shall develop and maintain written administrative procedures for the operation of the investment program, which shall be consistent with this investment policy.

### **Delivery vs. Payment**

[GC Section 2256.005\(b\)\(4\)\(E\)](#)

All investments except PFIA investment pools, or operating investments, shall be purchased using the "Delivery vs. Payment" (DVP) method through the Federal Reserve System. By so doing, County funds are not released until the County has received the securities purchased through the Federal Reserve wire.

When competitive offers are sought, the County will send a Request for Offer form to at least three approved and qualified broker/dealers. If a specific maturity date is required, offers will be requested for instruments which meet those purposes. The County will accept the offer, which, in its sole discretion, is determined to best provide the highest rate of return within the maturity required. Offers will not be accepted which do not meet the specified criteria in the request for offer or where the deadline specified on the request for offer(s) is not met.

For those situations where market conditions may dictate a change in the offer process noted above, the County may accumulate at least three unsolicited offers of investments for consideration to purchase. The investments considered must be comparable in structure, term, maturity, and

rate. Furthermore, the offers accumulated must be no older than 5 business days prior to the date of purchase notification.

Offers may be solicited in any manner provided by law, including e-mail. All offers must be from brokers/dealers previously approved and qualified by Commissioners Court. All offers received and considered which lead to an acceptance of the offer must be documented and filed for auditing purposes.

### **Audit Controls**

The Investment Officers shall prepare investment processes and forms to establish accounting and audit controls. The Commissioners Court will have an annual financial audit of all county funds by an independent auditing firm, as well as an annual compliance audit of management controls on investments and adherence to the County's established investment policies in accordance with [GC Section 2256.005\(m\)](#).

### **Standard of Care**

In accordance with [GC Section 2256.006](#), investments shall be made with the judgment and care, under prevailing circumstances, that a person of prudence, discretion, and intelligence would exercise in the management of a person's own affairs, not for speculation, but for investment, considering the probable safety of capital and the probable income to be derived. Investment of funds shall be governed by the following investment objectives, in order of priority:

1. Understanding of the suitability of the investment to the financial requirements of the entity;
2. Preservation and safety of principal;
3. Liquidity;
4. Marketability of the investment if the need arises to liquidate the investment before maturity;
5. Diversification of the investment portfolio; and
6. Yield.

In determining whether an Investment Officer has exercised prudence with respect to an investment decision, the determination shall be made by taking into consideration:

- The investment of all funds, or funds under the County's control, over which the Investment Officer had responsibility rather than a consideration as to the prudence of a single investment; and
- Whether the investment decision was consistent with this written investment policy of the County.

## **V. Investment Reporting and Performance Evaluation**

### **Reporting**

In accordance with [GC Section 2256.023](#), not less than quarterly, the Investment Officers shall prepare and submit to the Commissioners Court a written report of investment transactions for all funds for the preceding reporting period, within a reasonable time after the end of the period. The report must:

1. Describe in detail the investment position of the County on the date of the report;
2. Be prepared jointly by all Investment Officers;
3. Be signed by each Investment Officer;
4. Contain a summary statement of each pooled investment funds group that states:
  - a. Beginning market value for the reporting period;
  - b. Ending market value for the period; and
  - c. Fully accrued interest for the period; and
5. State the book value and market value of each separately invested asset at the end of the reporting period by the type of asset and fund type invested;
6. State the maturity date of each separately invested asset that has a maturity date;
7. State the account, fund or pooled group fund in the state agency or local government for which each individual investment was acquired;
8. State that compliance of the investment portfolio of the County complies with:
  - a. The County's investment policy;
  - b. Relevant provisions of *GC Chapter 2256*; and
  - c. Changes in ratings by Standard & Poor's or Moody's of investments owned at the end of the reported quarter (*GC Section 2256.005b*); and
9. The County shall seek a third party independent pricing source to determine the value of the County's investment portfolio.

#### **Notification of Investment Changes**

It shall be the duty of the Investment Officers to notify the Commissioners Court of any significant changes in current investment methods and procedures prior to their implementation, regardless of whether they are authorized by the policy or not.

## **VI. Investment Collateral and Safekeeping**

#### **Collateral or Insurance**

The Investment Officers shall ensure that all County funds are fully collateralized, or insured, in a manner consistent with this investment policy and with federal and state law; and that current bank depository contracts hold one or more of the following:

1. FDIC insurance coverage;
2. Obligations of the United States or its agencies and instrumentalities; and/or
3. Allowance under *GC Chapter 2257* Collateral for Public Funds.

#### **Safekeeping**

All purchased securities, as well as pledged securities by the depository bank, shall be held in a safekeeping account subject to the control and custody of the County, specifically in a third party financial institution with the Federal Reserve Bank or the Federal Home Loan Bank of Dallas.

All certificates of deposit purchased outside the depository bank shall be held in safekeeping, by the issuer, in a County account; and all investments must be fully collateralized at 102 percent of face value.

## **VII. Investment Strategy by Pooled Investment Funds Group**

### **Operating Pooled Investment Funds Group**

The objective of the Operating Pooled Investment Funds Group is to maximize earnings on short term idle cash (needed to meet obligations in less than one year) while preserving the safety of the principal invested. Liquidity must be maintained to ensure adequate access to meet operating and payroll requirements. Investments of this Pooled Funds Group shall not exceed a maturity of greater than one (1) year and must maintain a weighted average maturity of not more than 90 days. This Group shall invest in the types of investments authorized under this Investment Policy to maximize earnings with emphasis on safety of principal and liquidity. Any County fund may participate in the short term Pooled Funds Group.

### **Non-Operating Pooled Investment Funds Group**

The objective of the Non-Operating Pooled Investment Funds Group is to strategically maximize earnings on longer term investments. The maturity of any investment within the Non-Operating Pooled Funds Group may not exceed five years (60 months), unless the investment type is a mortgage backed security. Mortgage Backed Securities are not authorized to have a stated final maturity date of greater than 10 years. Non-Operating Investments shall be conducted in a manner to create a laddering strategy of maturities to perform the following: 1) match cash flows with the demand for cash; 2) manage the flow of money, ensuring a steady stream of cash flows throughout the year; and 3) reduce the risks of changing markets. This Group shall invest in the types of investments authorized under this Investment Policy to maximize earnings with emphasis on safety of principal. Only County funds with idle cash not required to meet obligations within one year may participate in this Pooled Funds Group.

### **Capital Projects Pooled Investment Funds Group**

The objective of the Capital Projects Pooled Investment Funds Group is to maximize earnings on idle cash that is not needed in the short term to meet obligations to fund capital projects fund activities while maintaining the safety of the principal. The maturity of any investment by the Capital Projects Funds Group may not exceed (3) three years, and any investment over one year must be scrutinized to ensure liquidity of funds shall meet all obligations for payments of capital projects. This Group shall invest in the types of investments authorized under this Investment Policy to maximize earnings with emphasis on safety of principal and timing of liquidity. Only capital projects funds, which are primarily funded with debt proceeds, may participate in this fund group. MBS Investments are not allowable under this Pooled Funds Group.



## **COURT ORDERS**

THE STATE OF TEXAS

COUNTY OF COLLIN

Subject: FY2018 Budget for Collin County – Budget

On **September 18, 2017** the Commissioners Court of Collin County, Texas, met in **regular session** with the following members present and participating, to wit:

Keith Self  
Susan Fletcher  
Cheryl Williams  
Chris Hill  
Duncan Webb

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

During such session the court considered adoption of an order setting and approving the Fiscal Year 2018 Budget for Collin County.

Thereupon, a motion was made and seconded that the Fiscal Year 2018 Budget be approved and adopted as discussed and amended. Furthermore, the final printed copy of said be filed in the Office of the County Clerk.

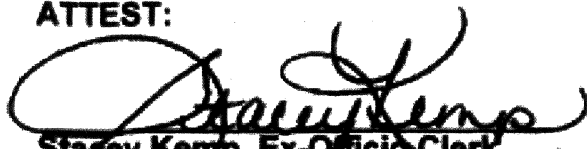
Voted "Aye": Judge Keith Self, Commissioner Susan Fletcher, Commissioner Cheryl Williams, Commissioner Chris Hill and Commissioner Duncan Webb

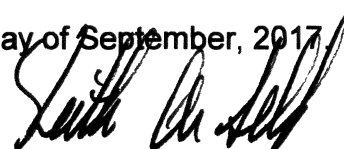
Voted "Nay":

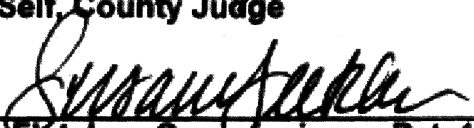
**APPROVED, ORDERED AND DATED** this the 18<sup>TH</sup> day of September, 2017



ATTEST:

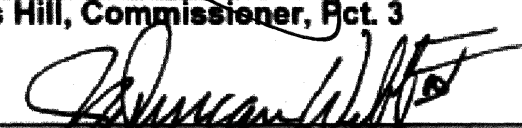
  
Stacey Kemp, Ex-Officio Clerk  
Commissioners Court  
Collin County, T E X A S

  
Keith Self, County Judge

  
Susan Fletcher, Commissioner, Pct. 1

  
Cheryl Williams, Commissioner, Pct. 2

  
Chris Hill, Commissioner, Pct. 3

  
Duncan Webb, Commissioner, Pct. 4

THE STATE OF TEXAS

COUNTY OF COLLIN

Subject: Fiscal Year 2018 Tax Rate – Maintenance / Operation – Budget

On **September 18, 2017**, the Commissioners Court of Collin County, Texas, met in **regular session** with the following members present and participating, to wit:

**Keith Self**  
**Susan Fletcher**  
**Cheryl Williams**  
**Chris Hill**  
**Duncan Webb**

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

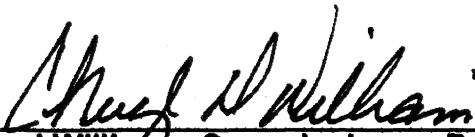
During such session the court considered adoption of an order setting the tax rate for Fiscal Year 2018. Based on 100% value of the 2017 Tax Roll, the tax rate per \$100.00 of assessed valuation was established as follows:

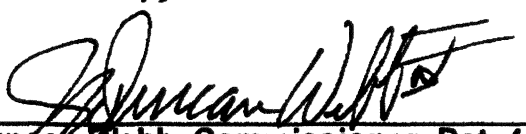
| <u>Operating Funds:</u>                       | <u>Fund No.</u> | <u>Rate</u>       |
|-----------------------------------------------|-----------------|-------------------|
| General                                       | 001             | \$0.136477        |
| Permanent Improvement                         | 499             | \$0.002319        |
|                                               | Sub-Total       | \$0.138796        |
| <b>Total Maintenance / Operation Tax Rate</b> |                 | <b>\$0.138796</b> |

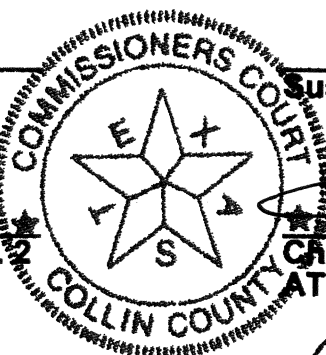
HENCE, IT IS HEREBY ORDERED that Maintenance & Operation tax rate of **\$0.138796** per \$100.00 of assessed valuation be adopted in and for the County of Collin for Fiscal Year 2018.

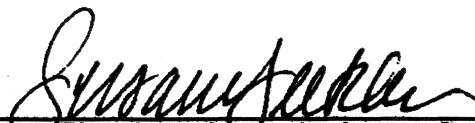
**APPROVED, ORDERED AND DATED** this the 18<sup>TH</sup> day of September 2017.

  
 Keith Self, County Judge

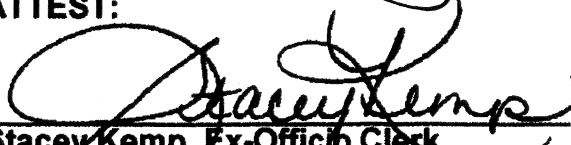
  
 Cheryl Williams, Commissioner, Pct. 2

  
 Duncan Webb, Commissioner, Pct. 4



  
 Susan Fletcher, Commissioner, Pct. 1

  
 Chris Hill, Commissioner, Pct. 3

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

THE STATE OF TEXAS

COUNTY OF COLLIN

**Subject: Fiscal Year 2018 Tax Rate – Debt Services – Budget**

On **September 18, 2017**, the Commissioners Court of Collin County, Texas, met in **regular session** with the following members present and participating, to wit:

**Keith Self**  
**Susan Fletcher**  
**Cheryl Williams**  
**Chris Hill**  
**Duncan Webb**

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

During such session the court considered adoption of an order setting the tax rate for Fiscal Year 2018. Based on 100% value of the 2017 Tax Roll, the tax rate per \$100.00 of assessed valuation was established as follows:

| <u>Debt Service Funds:</u>          | <u>Fund No.</u> | <u>Rate</u>       |
|-------------------------------------|-----------------|-------------------|
| Debt Service Fund                   | 399             | \$0.053450        |
| Sub-total                           |                 | \$0.053450        |
| <b>Total Debt Services Tax Rate</b> |                 | <b>\$0.053450</b> |

HENCE, IT IS HEREBY ORDERED that the Debt Services tax rate of **\$0.053450** per \$100.00 of assessed valuation be adopted in and for the County of Collin for Fiscal Year 2018.

**APPROVED, ORDERED AND DATED** this the 18<sup>TH</sup> day of September 2017



*Keith Self*  
 Keith Self, County Judge

*Susan Fletcher*  
 Susan Fletcher, Commissioner, Pct. 1

*Cheryl Williams*  
 Cheryl Williams, Commissioner, Pct. 2

*Chris Hill*  
 Chris Hill, Commissioner, Pct. 3

*Duncan Webb*  
 Duncan Webb, Commissioner, Pct. 4

**ATTEST:**

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

THE STATE OF TEXAS

COUNTY OF COLLIN

**Subject: FY2018 Elected Officials Compensation – Commissioners Court**

On **September 18, 2017**, the Commissioners Court of Collin County, Texas, met in **special session** with the following members present and participating, to wit:

**Keith Self  
Susan Fletcher  
Cheryl Williams  
Chris Hill  
Duncan Webb**

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

During such session the court approved the elected officials compensation for Fiscal Year 2018 as follows for each official holding the described office.

| <b>Elected Officials</b>          | <b>Current<br/>FY2017</b> | <b>Proposed<br/>FY2018</b> | <b>Proposed<br/>Incr/Decr</b> |
|-----------------------------------|---------------------------|----------------------------|-------------------------------|
| Constable Pct. 1                  | \$ 99,066.22              | \$ 102,038.21              | \$ 2,971.99                   |
| Constable Pct. 2                  | \$ 99,066.22              | \$ 102,038.21              | \$ 2,971.99                   |
| Constable Pct. 3                  | \$ 99,066.22              | \$ 102,038.21              | \$ 2,971.99                   |
| Constable Pct. 4                  | \$ 99,066.22              | \$ 102,038.21              | \$ 2,971.99                   |
| County Clerk                      | \$ 122,492.38             | \$ 126,167.15              | \$ 3,674.77                   |
| County Commissioner Pct. 1        | \$ 118,986.75             | \$ 122,556.35              | \$ 3,569.60                   |
| County Commissioner Pct. 2        | \$ 118,986.75             | \$ 122,556.35              | \$ 3,569.60                   |
| County Commissioner Pct. 3        | \$ 118,986.75             | \$ 122,556.35              | \$ 3,569.60                   |
| County Commissioner Pct. 4        | \$ 118,986.75             | \$ 122,556.35              | \$ 3,569.60                   |
| County Judge                      | \$ 145,672.22             | \$ 150,042.39              | \$ 4,370.17                   |
| District Clerk                    | \$ 122,491.73             | \$ 126,167.15              | \$ 3,675.42                   |
| Justice of the Peace Pct. 1       | \$ 107,391.51             | \$ 110,613.26              | \$ 3,221.75                   |
| Arrestment Pay                    | \$ 10,000.00              | \$ 10,000.00               | \$ 0.00                       |
| Justice of the Peace Pct. 2       | \$ 107,391.51             | \$ 110,613.26              | \$ 3,221.75                   |
| Justice of the Peace Pct. 3-1     | \$ 107,391.51             | \$ 110,613.26              | \$ 3,221.75                   |
| Justice of the Peace Pct. 3-2     | \$ 107,391.51             | \$ 110,613.26              | \$ 3,221.75                   |
| Arrestment Pay                    | \$ 10,000.00              | \$ 10,000.00               | \$ 0.00                       |
| Justice of the Peace Pct. 4       | \$ 107,391.51             | \$ 110,613.26              | \$ 3,221.75                   |
| Sheriff                           | \$ 162,929.11             | \$ 167,816.98              | \$ 4,887.87                   |
| Tax Assessor/Collector            | \$ 121,120.54             | \$ 124,754.16              | \$ 3,633.62                   |
| District Judges Supplemental (11) | \$ 18,000.00              | \$ 18,000.00               | \$ 0.00                       |

**COURT ORDER NO. 2017-717**  
**FY2018 Elected Officials Compensation**  
**Page 2 of 2**

**-09-18**

|                                                                     |               |               |             |
|---------------------------------------------------------------------|---------------|---------------|-------------|
| County Court at Law 1 Judge                                         | \$ 164,683.43 | \$ 169,623.93 | \$ 4,940.50 |
| County Court at Law 2 Judge                                         | \$ 164,683.43 | \$ 169,623.93 | \$ 4,940.50 |
| County Court at Law 3 Judge                                         | \$ 164,683.43 | \$ 169,623.93 | \$ 4,940.50 |
| County Court at Law 4 Judge                                         | \$ 164,683.43 | \$ 169,623.93 | \$ 4,940.50 |
| County Court at Law 5 Judge                                         | \$ 164,683.43 | \$ 169,623.93 | \$ 4,940.50 |
| County Court at Law 6 Judge                                         | \$ 164,683.43 | \$ 169,623.93 | \$ 4,940.50 |
| County Court at Law 7 Judge                                         | \$ 164,683.43 | \$ 169,623.93 | \$ 4,940.50 |
| Probate Judge                                                       | \$ 165,754.94 | \$ 170,727.59 | \$ 4,972.65 |
| Supplement                                                          | \$ 5,372.82   | \$ 5,372.82   | \$ 0.00     |
| District Attorney Supplemental                                      | \$ 49,114.64  | \$ 50,588.08  | \$ 1,473.44 |
| State Prosecutor Payment pursuant to HB1, Article IX, Section 18.12 | \$ 3,640.00   | \$ 3,640.00   | \$ 0.00     |

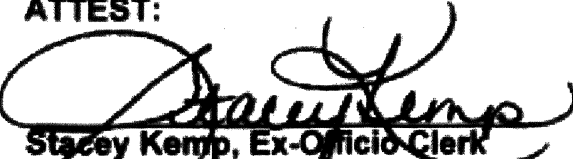
**NOTES:**

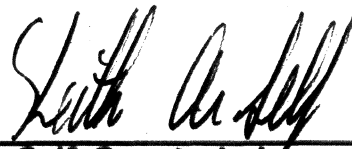
1. All Elected Officials shall be entitled to reimbursement for actual mileage traveled while on out-of-county business trips in personal vehicles at the published IRS reimbursement rate per mile.
2. Includes all compensation authorized by Article 5139 HHH, Texas Revised Civil Statutes Annotated for membership on the Collin County Juvenile Board.

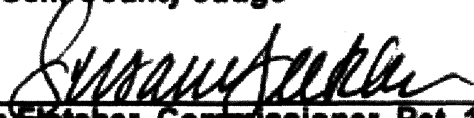
Thereupon, a motion was made, seconded and carried with a majority vote of the court to approve the elected officials compensation for Fiscal Year 2018 as referenced above, in accordance with the provisions of Vernon's Texas Codes Annotated, Local Government Code, Section 152.013.



**ATTEST:**

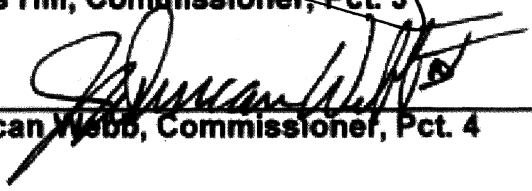
  
**Stacey Kemp, Ex-Officio Clerk**  
**Commissioners Court**  
**Collin County, T E X A S**

  
**Keith Self, County Judge**

  
**Susan Fletcher, Commissioner, Pct. 1**

  
**Cheryl Williams, Commissioner, Pct. 2**

  
**Chris Hill, Commissioner, Pct. 3**

  
**Duncan Webb, Commissioner, Pct. 4**

THE STATE OF TEXAS

COUNTY OF COLLIN

**Subject: Fiscal Year 2018 Tax Rate – Combined – Budget**

On **September 18, 2017**, the Commissioners Court of Collin County, Texas, met in **regular session** with the following members present and participating, to wit:

**Keith Self  
Susan Fletcher  
Cheryl Williams  
Chris Hill  
Duncan Webb**

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

During such session the court considered adoption of an order setting the tax rate for Fiscal Year 2018. Based on 100% value of the 2017 Tax Roll, the tax rate per \$100.00 of assessed valuation was established as follows:

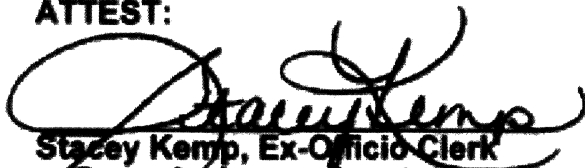
|                            | <u>Fund No.</u> | <u>Rate</u>       |
|----------------------------|-----------------|-------------------|
| <b>Operating Funds:</b>    |                 |                   |
| General                    | 001             | \$0.136477        |
| Permanent Improvement      | 499             | \$0.002319        |
| Sub-total                  |                 | <u>\$0.138796</u> |
| <b>Debt Service Funds:</b> |                 |                   |
| Debt Service Fund          | 399             | \$0.053450        |
| Sub-total                  |                 | <u>\$0.053450</u> |
| <b>Total Tax Rate</b>      |                 | <b>\$0.192246</b> |

HENCE, IT IS HEREBY ORDERED that a grand total tax rate of **\$0.192246** per \$100.00 of assessed valuation be adopted in and for the County of Collin for Fiscal Year 2018.

**APPROVED, ORDERED AND DATED** this the 18<sup>TH</sup> day of September 2017.

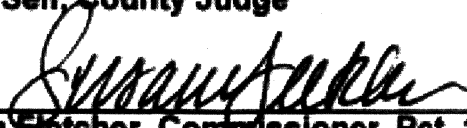


ATTEST:

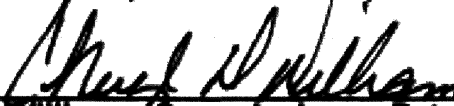
  
Stacey Kemp, Ex-Officio Clerk  
Commissioners Court  
Collin County, T E X A S



Keith Self, County Judge



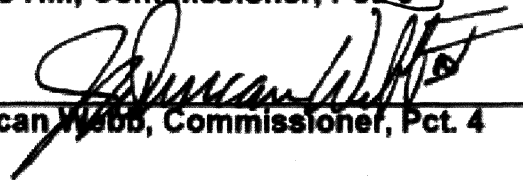
Susan Fletcher, Commissioner, Pct. 1



Cheryl Williams, Commissioner, Pct. 2



Chris Hill, Commissioner, Pct. 3



Duncan Webb, Commissioner, Pct. 4

THE STATE OF TEXAS

COUNTY OF COLLIN

Subject: FY 2018 Fee Schedule – Budget

On **September 18, 2017**, the Commissioners Court of Collin County, Texas, met in **regular session** with the following members present and participating, to wit:

**Keith Self**  
**Susan Fletcher**  
**Cheryl Williams**  
**Chris Hill**  
**Duncan Webb**

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

During such session the court considered adoption of the Fiscal Year 2018 County Fee Schedule.

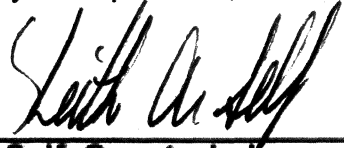
Thereupon, a motion was made, seconded and carried with a majority vote of the court to adopt the fees of offices provided herewith and the following provisions related to fees of office: (1) the County Auditor shall audit to insure that all county offices charge fees as permitted under state laws including, but not limited to the fees as per the attached documentation and (2) the County Auditor shall insure that the County received the maximum benefit for administrative or related cost authorized by the state for collecting state fees including but not limited to interest earned on funds, percentage of funds collected, and/or any other consideration, and same is hereby approved.

**APPROVED, ORDERED AND DATED** this the 18<sup>TH</sup> day of September, 2017.



ATTEST:

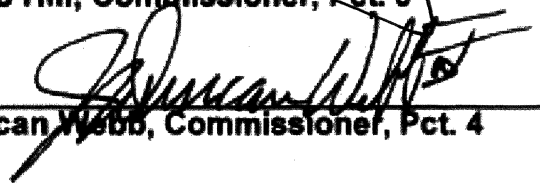
  
**Stacey Kemp, Ex-Officio Clerk**  
**Commissioners Court**  
**Collin County, T E X A S**

  
**Keith Self, County Judge**

  
**Susan Fletcher, Commissioner, Pct. 1**

  
**Cheryl Williams, Commissioner, Pct. 2**

  
**Chris Hill, Commissioner, Pct. 3**

  
**Duncan Webb, Commissioner, Pct. 4**

THE STATE OF TEXAS

COUNTY OF COLLIN

Subject: GASB – Auditor

On **September 18, 2017**, the Commissioners Court of Collin County, Texas, met in **regular session** with the following members present and participating, to wit:

**Keith Self**  
**Susan Fletcher**  
**Cheryl Williams**  
**Chris Hill**  
**Duncan Webb**

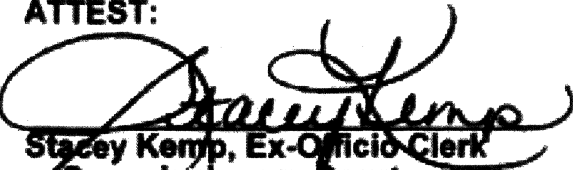
**County Judge, Presiding**  
**Commissioner, Precinct 1**  
**Commissioner, Precinct 2**  
**Commissioner, Precinct 3**  
**Commissioner, Precinct 4**

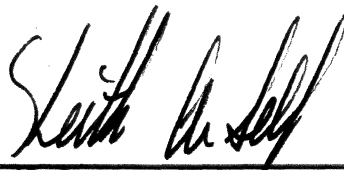
During such session the court considered a request for approval of the restrictions on funds in compliance with Government Accounting Standards Board (GASB) Statement Number 54 for FY 2018.

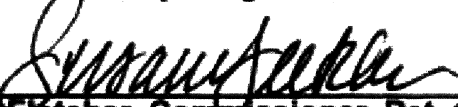
Thereupon, a motion was made, seconded and carried with a majority vote of the court for approval of the restrictions on funds in compliance with Government Accounting Standards Board (GASB) Statement Number 54 for FY 2018. Same is hereby approved in accordance with the attached documentation.



ATTEST:

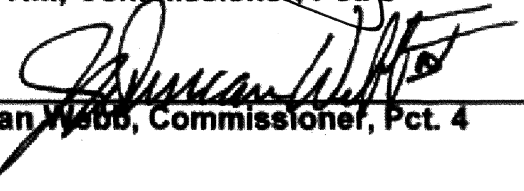
  
**Stacey Kemp, Ex-Officio Clerk**  
**Commissioners Court**  
**Collin County, T E X A S**

  
 Keith Self, County Judge

  
 Susan Fletcher, Commissioner, Pct. 1

  
 Cheryl Williams, Commissioner, Pct. 2

  
 Chris Hill, Commissioner, Pct. 3

  
 Duncan Webb, Commissioner, Pct. 4



## APPENDIX

## COLLIN COUNTY BUDGET FUND STRUCTURE

### OPERATING FUNDS

GENERAL FUND (001)

*CAFR-Major Governmental Fund/General Fund*

ROAD AND BRIDGE FUND (010)

*CAFR-Major Governmental Fund*

PERMANENT IMPROVEMENT FUND  
(499)

*CAFR-Major Governmental Fund/General Fund*

### DEBT SERVICE FUNDS

DEBT SERVICE FUND (399)

*CAFR-Major Governmental Fund*

### OTHER FUNDS

HOUSING FINANCE CORP FUND (002)

*CAFR-Major Governmental Fund/General Fund*

RECORDS ARCHIVE FUND (003)

*CAFR-Major Governmental Fund/General Fund*

DISTRICT COURTS RECORD TECHNOLOGY  
FUND (005)

*CAFR-Major Governmental Fund/General Fund*

HEALTHCARE FOUNDATION (040)

*CAFR-Major Governmental Fund*

SPECIAL REVENUE FUNDS (FUNDS 11-39 &  
FUNDS 41-199)

*CAFR-Non-Major Funds*

INTERNAL SERVICE FUNDS (501-506)

*CAFR-Proprietary Funds*

ENTERPRISE FUNDS (507,510, 599)

*CAFR-Proprietary Funds*

CPS BOARD (640)

*CAFR-Component Unit*

AGENCY FUNDS (650-659)

*CAFR-Fiduciary Funds*

### BOND FUNDS

2007 ROAD BOND CAPITAL PROJECTS  
FUND (FUNDS 432-440)

*CAFR-Major Governmental Fund*

CAPITAL PROJECT FUNDS (FUNDS 403-431  
& FUNDS 441-446)

*CAFR-Non-Major Funds*

## Department Fund and Source Relationship Revenues

| DEPARTMENT                          | TAXES | FEES/CHARGES FOR SERVICE | FINES/FORFEITS | INSURANCE/EMPLOYEE BENEFIT | INTER/INTRA GOVERNMENTAL | INVESTMENT REVENUE | LICENSE & PERMITS | OTHER FINANCING SOURCES | OTHER REVENUE | RESERVES |
|-------------------------------------|-------|--------------------------|----------------|----------------------------|--------------------------|--------------------|-------------------|-------------------------|---------------|----------|
| <b>001 General Fund*</b>            |       |                          |                |                            |                          |                    |                   |                         |               |          |
| 0101 County Judge - Admin           | X     |                          |                |                            |                          |                    |                   |                         | X             |          |
| 0151 Commissioners Court Precinct 1 | X     |                          |                |                            |                          |                    |                   |                         |               |          |
| 0152 Commissioners Court Precinct 2 | X     |                          |                |                            |                          |                    |                   |                         |               |          |
| 0153 Commissioners Court Precinct 3 | X     |                          |                |                            |                          |                    |                   |                         |               |          |
| 0154 Commissioners Court Precinct 4 | X     |                          |                |                            |                          |                    |                   |                         |               |          |
| 0201 Administrative Serv-Admin      | X     | X                        |                |                            |                          |                    |                   |                         |               |          |
| 0301 Human Resources - Admin        | X     |                          |                |                            |                          |                    |                   |                         |               |          |
| 0309 Human Resources - Shared       | X     |                          |                |                            |                          |                    |                   |                         | X             |          |
| 0320 Risk Management - Admin        | X     |                          |                |                            |                          |                    |                   |                         | X             |          |
| 0329 Risk Management - Shared       | X     |                          |                |                            |                          |                    |                   |                         |               |          |
| 0330 Civil Service                  | X     |                          |                |                            |                          |                    |                   |                         |               |          |
| 0401 Budget - Admin                 | X     |                          |                |                            |                          |                    |                   |                         |               |          |
| 0420 Support Services - Admin       | X     |                          |                |                            |                          |                    |                   |                         |               |          |
| 0429 Support Services - Shared      | X     |                          |                |                            |                          |                    |                   |                         |               |          |
| 0501 Elections-Admin                | X     | X                        |                |                            | X                        |                    |                   |                         |               |          |
| 0601 IT-Admin                       | X     | X                        |                |                            |                          |                    |                   |                         |               |          |
| 0619 IT - Shared                    | X     |                          |                |                            |                          |                    |                   |                         |               |          |
| 0620 Telecom - Admin                | X     |                          |                |                            |                          |                    |                   |                         |               |          |
| 0629 Telecom - Shared               | X     |                          |                |                            |                          |                    |                   |                         |               |          |
| 0630 Records - Admin                | X     |                          |                |                            |                          |                    |                   |                         |               |          |
| 0640 ERP-Admin                      | X     |                          |                |                            |                          |                    |                   |                         |               |          |
| 0650 GIS-Admin                      | X     | X                        |                |                            |                          |                    |                   |                         |               |          |
| 0701 Veteran - Admin                | X     |                          |                |                            |                          |                    |                   |                         |               |          |
| 0801 County Clerk-Admin             | X     | X                        |                |                            |                          |                    |                   |                         |               |          |
| 0820 CCL Ck-Admin                   | X     | X                        | X              |                            |                          |                    |                   |                         |               |          |
| 0821 CCL Ck-Ind Def Coord-Admin     | X     |                          |                |                            |                          |                    |                   |                         |               |          |
| 0822 CCL Ck - Collections           | X     |                          |                |                            |                          |                    |                   |                         |               |          |
| 0830 Treasury - Admin               | X     | X                        |                |                            |                          |                    |                   |                         |               |          |

## Department Fund and Source Relationship Revenues

| DEPARTMENT                      | TAXES | FEES/CHARGES FOR SERVICE | FINES/FORFEITS | INSURANCE/EMPLOYEE BENEFIT | INTER/INTRA GOVERNMENTAL | INVESTMENT REVENUE | LICENSE & PERMITS | OTHER FINANCING SOURCES | OTHER REVENUE | RESERVES |
|---------------------------------|-------|--------------------------|----------------|----------------------------|--------------------------|--------------------|-------------------|-------------------------|---------------|----------|
| 0860 Probate/Mental Clerks      | X     | X                        |                |                            |                          |                    |                   |                         |               |          |
| 0901 ME-Admin                   | X     | X                        |                |                            |                          |                    |                   |                         |               |          |
| 1001 Non-Departmental           | X     |                          |                |                            |                          |                    |                   |                         | X             |          |
| 1010 Capital Replacement        | X     |                          |                |                            |                          |                    |                   |                         |               |          |
| 1020 Central Appraisal District | X     |                          |                |                            |                          |                    |                   |                         |               |          |
| 1030 Court Appointed Prosecutor | X     |                          |                |                            |                          |                    |                   |                         |               |          |
| 2001 County Court-Shared        | X     | X                        |                |                            | X                        |                    |                   |                         |               |          |
| 2010 CCL 1-Admin                | X     |                          | X              |                            |                          |                    |                   |                         |               |          |
| 2020 CCL2-Admin                 | X     |                          | X              |                            |                          |                    |                   |                         |               |          |
| 2030 CCL3-Admin                 | X     |                          | X              |                            |                          |                    |                   |                         |               |          |
| 2040 CCL4-Admin                 | X     |                          | X              |                            |                          |                    |                   |                         |               |          |
| 2050 CCL5-Admin                 | X     |                          | X              |                            |                          |                    |                   |                         |               |          |
| 2060 CCL6-Admin                 | X     |                          | X              |                            |                          |                    |                   |                         |               |          |
| 2070 CCL7-Admin                 | X     |                          | X              |                            |                          |                    |                   |                         |               |          |
| 2180 Probate-Admin              | X     | X                        |                |                            | X                        |                    |                   |                         |               |          |
| 2301 Dist Clerk-Admin           | X     | X                        | X              |                            |                          |                    |                   |                         | X             |          |
| 2302 Passport                   | X     |                          |                |                            |                          |                    |                   |                         |               |          |
| 2330 Jury Mgmt-Admin            | X     | X                        |                |                            | X                        |                    |                   |                         | X             |          |
| 2401 JP-Shared                  | X     | X                        |                |                            |                          |                    |                   |                         |               |          |
| 2410 JP1-Admin                  | X     | X                        | X              |                            |                          |                    |                   |                         |               |          |
| 2420 JP2-Admin                  | X     | X                        | X              |                            |                          |                    |                   |                         |               |          |
| 2430 JP3-1-Admin                | X     | X                        | X              |                            |                          |                    |                   |                         |               |          |
| 2440 JP4-Admin                  | X     | X                        | X              |                            |                          |                    |                   |                         |               |          |
| 2450 JP3-2 Admin                | X     | X                        | X              |                            |                          |                    |                   |                         |               |          |
| 2501 Dist Ct-Shared             | X     | X                        |                |                            |                          |                    |                   |                         |               |          |
| 2510 199Th DC-Admin             | X     |                          |                |                            |                          |                    |                   |                         |               |          |
| 2520 219Th DC-Admin             | X     |                          |                |                            |                          |                    |                   |                         |               |          |
| 2530 296Th DC-Admin             | X     |                          |                |                            |                          |                    |                   |                         |               |          |
| 2540 366Th DC-Admin             | X     |                          |                |                            |                          |                    |                   |                         |               |          |

## Department Fund and Source Relationship Revenues

| DEPARTMENT                  | TAXES | FEES/CHARGES FOR SERVICE | FINES/FORFEITS | INSURANCE/EMPLOYEE BENEFIT | INTER/INTRA GOVERNMENTAL | INVESTMENT REVENUE | LICENSE & PERMITS | OTHER FINANCING SOURCES | OTHER REVENUE | RESERVES |
|-----------------------------|-------|--------------------------|----------------|----------------------------|--------------------------|--------------------|-------------------|-------------------------|---------------|----------|
| 2550 380Th DC-Admin         | X     |                          |                |                            |                          |                    |                   |                         |               |          |
| 2560 401St DC-Admin         | X     |                          |                |                            |                          |                    |                   |                         |               |          |
| 2570 416Th DC-Admin         | X     |                          |                |                            |                          |                    |                   |                         |               |          |
| 2580 417Th DC-Admin         | X     |                          |                |                            |                          |                    |                   |                         |               |          |
| 2590 429Th DC-Admin         | X     |                          |                |                            |                          |                    |                   |                         |               |          |
| 2610 469th DC-Admin         | X     |                          |                |                            |                          |                    |                   |                         |               |          |
| 2620 470th DC-Admin         | X     |                          |                |                            |                          |                    |                   |                         |               |          |
| 3001 Auditor - Admin        | X     | X                        |                |                            |                          |                    |                   |                         |               |          |
| 3101 Tax A/C - Admin        | X     | X                        |                |                            |                          |                    |                   |                         | X             |          |
| 3201 Purchasing - Admin     | X     |                          |                |                            | X                        |                    |                   |                         |               |          |
| 3501 DA-Admin               | X     | X                        |                |                            | X                        |                    |                   |                         | X             |          |
| 4010 Build Sup - Admin      | X     |                          |                |                            |                          |                    |                   |                         | X             |          |
| 4019 Build Sup-Shared       | X     |                          |                |                            |                          |                    |                   |                         | X             |          |
| 4030 Const & Proj - Admin   | X     |                          |                |                            |                          |                    |                   |                         |               |          |
| 4039 Const & Proj - Shared  | X     |                          |                |                            |                          |                    |                   |                         |               |          |
| 4401 Equip Serv-Admin       | X     |                          |                |                            |                          |                    |                   |                         | X             |          |
| 4409 Equip Serv-Shared      | X     |                          |                |                            |                          |                    |                   |                         |               |          |
| 5001 SO-Admin               | X     | X                        |                |                            | X                        |                    |                   |                         | X             |          |
| 5030 Jail Ops-Admin         | X     | X                        |                |                            | X                        |                    | X                 |                         | X             |          |
| 5050 Minimum Security       | X     |                          |                |                            |                          |                    |                   |                         |               |          |
| 5060 SO Fusion Center       | X     |                          |                |                            |                          |                    |                   |                         |               |          |
| 5070 Inmate Trans-Admin     | X     | X                        |                |                            |                          |                    |                   |                         |               |          |
| 5080 PTR-Admin              | X     | X                        |                |                            |                          |                    |                   |                         |               |          |
| 5090 SO County Corr - Admin | X     |                          |                |                            |                          |                    |                   |                         |               |          |
| 5101 Jail Cafe-Admin        | X     | X                        |                |                            |                          |                    |                   |                         | X             |          |
| 5110 Child Abuse - Admin    | X     |                          |                |                            |                          |                    |                   |                         |               |          |
| 5510 Constable 1            | X     | X                        |                |                            |                          |                    |                   |                         |               |          |
| 5530 Constable 2            | X     | X                        |                |                            |                          |                    |                   |                         |               |          |
| 5550 Constable 3            | X     | X                        |                |                            |                          |                    |                   |                         |               |          |

## Department Fund and Source Relationship Revenues

| DEPARTMENT                         | TAXES | FEES/CHARGES FOR SERVICE | FINES/FORFEITS | INSURANCE/EMPLOYEE BENEFIT | INTER/INTRA GOVERNMENTAL | INVESTMENT REVENUE | LICENSE & PERMITS | OTHER FINANCING SOURCES | OTHER REVENUE | RESERVES |
|------------------------------------|-------|--------------------------|----------------|----------------------------|--------------------------|--------------------|-------------------|-------------------------|---------------|----------|
| 5570 Constable 4                   | X     | X                        |                |                            |                          |                    |                   |                         |               |          |
| 5701 Fire Marshal-Admin            | X     | X                        |                |                            |                          |                    |                   |                         | X             |          |
| 5730 Civil Def - Admin             | X     |                          |                |                            |                          |                    |                   |                         |               |          |
| 5801 HL Sec - Admin                | X     |                          |                |                            |                          |                    |                   |                         |               |          |
| 5901 Highway Patrol - Admin        | X     | X                        |                |                            |                          |                    |                   |                         |               |          |
| 5910 Breathalyzer Program          | X     |                          |                |                            |                          |                    |                   |                         |               |          |
| 5920 Ambulance Service             | X     | X                        |                |                            | X                        |                    |                   |                         |               |          |
| 5950 Emergency Management          | X     |                          |                |                            |                          |                    |                   |                         |               |          |
| 6030 Sub Abuse-Admin               | X     | X                        |                |                            |                          |                    |                   |                         | X             |          |
| 6040 Inmate Health                 | X     |                          |                |                            |                          |                    |                   |                         |               |          |
| 6050 MHMR                          | X     |                          |                |                            |                          |                    |                   |                         |               |          |
| 6201 Court Appt Representation     | X     |                          |                |                            |                          |                    |                   |                         | X             |          |
| 6210 Juvenile Court-Ind Def        | X     |                          |                |                            |                          |                    |                   |                         |               |          |
| 6290 Indigent Def Coord - Admin    | X     |                          |                |                            |                          |                    |                   |                         |               |          |
| 6301 Indigent Aid                  | X     |                          |                |                            |                          |                    |                   |                         |               |          |
| 6401 Juv Prob-Admin                | X     | X                        |                |                            |                          |                    |                   |                         | X             |          |
| 6420 Juv Det -Admin                | X     | X                        |                |                            |                          |                    |                   |                         |               |          |
| 6460 Juv Alt Ed-Admin              | X     |                          |                |                            | X                        |                    |                   |                         |               |          |
| 6501 Libraries                     | X     |                          |                |                            |                          |                    |                   |                         | X             |          |
| 6510 Historical Comm               | X     |                          |                |                            |                          |                    |                   |                         |               |          |
| 6530 Open Space-Admin              | X     | X                        |                |                            |                          |                    |                   |                         |               |          |
| 7001 Extension Office - Admin      | X     |                          |                |                            |                          |                    |                   |                         |               |          |
| 7530 Engineering Road/Bridge Const | X     |                          |                |                            |                          |                    |                   |                         |               |          |
| 7801 Myers-Admin                   | X     |                          |                |                            |                          | X                  |                   |                         |               |          |
| 7820 Farm Mus-Admin                | X     | X                        |                |                            |                          |                    |                   |                         |               |          |
| 8201 Dev Serv-Admin                | X     |                          |                |                            |                          |                    |                   |                         |               |          |
| 9029 Courthouse Security Fund      | X     |                          |                |                            |                          |                    |                   |                         |               |          |
| 9040 Healthcare Foundation         | X     |                          |                |                            |                          |                    |                   |                         |               |          |
| 9640 Child Protective Board        | X     |                          |                |                            |                          |                    |                   |                         |               |          |

## Department Fund and Source Relationship Revenues

| DEPARTMENT | TAXES | FEES/CHARGES FOR SERVICE | FINES/FORFEITS | INSURANCE/EMPLOYEE BENEFIT | INTER/INTRA GOVERNMENTAL | INVESTMENT REVENUE | LICENSE & PERMITS | OTHER FINANCING SOURCES | OTHER REVENUE | RESERVES |
|------------|-------|--------------------------|----------------|----------------------------|--------------------------|--------------------|-------------------|-------------------------|---------------|----------|
|------------|-------|--------------------------|----------------|----------------------------|--------------------------|--------------------|-------------------|-------------------------|---------------|----------|

### 010 ROAD & BRIDGE FUND\*

|                               |   |   |  |  |   |  |   |  |   |  |
|-------------------------------|---|---|--|--|---|--|---|--|---|--|
| 1001 Non-Departmental         | X |   |  |  |   |  |   |  |   |  |
| 1010 Capital Replacement      | X |   |  |  |   |  |   |  |   |  |
| 7501 Road & Bridge - Admin    | X | X |  |  | X |  | X |  |   |  |
| 7520 Engineering - Admin      | X | X |  |  |   |  |   |  |   |  |
| 7540 Public Works-Admin       | X | X |  |  |   |  |   |  | X |  |
| 7550 Conservation             | X |   |  |  |   |  |   |  |   |  |
| 7560 Special Projects - Admin | X |   |  |  |   |  |   |  |   |  |

### OTHER FUNDS

|                                                        |  |   |   |  |   |   |  |   |   |  |
|--------------------------------------------------------|--|---|---|--|---|---|--|---|---|--|
| 003 County Clerk Records Archive Fund *                |  | X |   |  |   | X |  | X |   |  |
| 005 District Courts Records Tech Fund *                |  | X |   |  |   | X |  |   |   |  |
| 013 Judicial Appellate Fund **                         |  | X |   |  |   | X |  |   |   |  |
| 015 Court Reporters Fund **                            |  | X |   |  |   | X |  |   | X |  |
| 021 Law Library Fund **                                |  | X |   |  |   | X |  | X | X |  |
| County Clerk Records Mgmt & Preservation Fund **       |  | X |   |  |   | X |  | X | X |  |
| 025 District Clerk Records Mgmt & Preservation Fund ** |  | X |   |  |   | X |  | X | X |  |
| 026 Justice Court Technology Fund **                   |  | X |   |  |   | X |  |   |   |  |
| 028 Courthouse Security Fund **                        |  | X |   |  |   | X |  | X |   |  |
| 031 Economic Development Fund **                       |  |   |   |  | X | X |  |   |   |  |
| 033 Contract Elections Fund **                         |  | X |   |  |   | X |  |   |   |  |
| 040 Healthcare Foundation Fund *                       |  | X |   |  | X | X |  | X | X |  |
| County Records Mgmt & Preservation Fund **             |  | X |   |  |   | X |  | X |   |  |
| 044 Drug Court/Special Court Fund **                   |  | X | X |  |   | X |  | X |   |  |
| 050 County Court Technology Fund **                    |  | X |   |  |   | X |  |   |   |  |
| 052 District Court Technology Fund **                  |  | X |   |  |   | X |  |   |   |  |
| 053 Probate Guardianship Fund **                       |  |   |   |  | X | X |  | X |   |  |

## Department Fund and Source Relationship Revenues

| DEPARTMENT                                       | TAXES | FEES/CHARGES FOR SERVICE | FINES/FORFEITS | INSURANCE/EMPLOYEE BENEFIT | INTER/INTRAGOVERNMENTAL | INVESTMENT REVENUE | LICENSE & PERMITS | OTHER FINANCING SOURCES | OTHER REVENUE | RESERVES |
|--------------------------------------------------|-------|--------------------------|----------------|----------------------------|-------------------------|--------------------|-------------------|-------------------------|---------------|----------|
| 056 District Ck Court Records Pres Fund **       |       | X                        |                |                            |                         | X                  |                   |                         |               |          |
| 102 Public Health Emergency Preparedness Fund ** |       |                          |                |                            | X                       | X                  |                   | X                       | X             |          |
| 108 Healthcare Grant Fund **                     |       | X                        |                |                            | X                       |                    |                   | X                       | X             |          |
| 180 Juvenile State Grant Fund **                 |       |                          |                |                            | X                       | X                  |                   | X                       |               |          |
| 399 Debt Service Fund *                          | X     |                          |                |                            | X                       | X                  |                   | X                       |               |          |
| 499 Permanent Improvement Fund *                 | X     | X                        |                |                            |                         | X                  |                   | X                       | X             |          |
| 501 Liability Insurance Fund ***                 |       |                          |                | X                          |                         | X                  |                   |                         |               |          |
| 502 Workers Compensation Insurance Fund ***      |       |                          |                | X                          |                         | X                  |                   |                         |               |          |
| 504 Unemployment Insurance Fund ***              |       |                          |                | X                          |                         | X                  |                   |                         |               |          |
| 505 Health Insurance Fund ***                    |       |                          |                | X                          |                         | X                  |                   | X                       | X             |          |
| 507 Animal Safety Fund ***                       |       | X                        |                |                            |                         | X                  |                   | X                       | X             |          |
| 599 CC Toll Road Authority Fund ***              |       |                          |                |                            |                         | X                  |                   | X                       | X             |          |
| 640 CPS Board Fund ****                          |       |                          |                |                            | X                       | X                  |                   | X                       | X             |          |
| 65x CSCD Funds *****                             |       | X                        |                |                            | X                       | X                  |                   | X                       | X             |          |

### KEY

- \* Major Governmental Fund
- \*\* Non-Major Governmental Fund
- \*\*\* Proprietary Fund
- \*\*\*\* Component Unit
- \*\*\*\*\* Fiduciary Fund

## Department Fund and Function Relationship Expenditures

| DEPARTMENT                          | CONSERVATION | CULTURE & RECREATION | DEBT SERVICE | EQUIPMENT SERVICES | FINANCIAL ADMINISTRATION | GENERAL ADMINISTRATION | HEALTH & WELFARE | JUDICIAL | LEGAL | PUBLIC FACILITIES | PUBLIC SAFETY | PUBLIC TRANSPORTATION | UNCLASSIFIED |
|-------------------------------------|--------------|----------------------|--------------|--------------------|--------------------------|------------------------|------------------|----------|-------|-------------------|---------------|-----------------------|--------------|
| <b>001 General Fund *</b>           |              |                      |              |                    |                          |                        |                  |          |       |                   |               |                       |              |
| 0101 County Judge - Admin           |              |                      |              |                    |                          | X                      |                  |          |       |                   |               |                       |              |
| 0151 Commissioners Court Precinct 1 |              |                      |              |                    |                          | X                      |                  |          |       |                   |               |                       |              |
| 0152 Commissioners Court Precinct 2 |              |                      |              |                    |                          | X                      |                  |          |       |                   |               |                       |              |
| 0153 Commissioners Court Precinct 3 |              |                      |              |                    |                          | X                      |                  |          |       |                   |               |                       |              |
| 0154 Commissioners Court Precinct 4 |              |                      |              |                    |                          | X                      |                  |          |       |                   |               |                       |              |
| 0201 Administrative Serv-Admin      |              |                      |              |                    |                          | X                      |                  |          |       |                   |               |                       |              |
| 0301 Human Resources - Admin        |              |                      |              |                    |                          | X                      |                  |          |       |                   |               |                       |              |
| 0309 Human Resources - Shared       |              |                      |              |                    |                          | X                      |                  |          |       |                   |               |                       |              |
| 0320 Risk Management - Admin        |              |                      |              |                    |                          | X                      |                  |          |       |                   |               |                       |              |
| 0329 Risk Management - Shared       |              |                      |              |                    |                          | X                      |                  |          |       |                   |               |                       |              |
| 0330 Civil Service                  |              |                      |              |                    |                          | X                      |                  |          |       |                   |               |                       |              |
| 0401 Budget - Admin                 |              |                      |              |                    | X                        |                        |                  |          |       |                   |               |                       |              |
| 0420 Support Services - Admin       |              |                      |              |                    |                          | X                      |                  |          |       |                   |               |                       |              |
| 0429 Support Services - Shared      |              |                      |              |                    |                          | X                      |                  |          |       |                   |               |                       |              |
| 0501 Elections-Admin                |              |                      |              |                    |                          | X                      |                  |          |       |                   |               |                       |              |
| 0601 IT-Admin                       |              |                      |              |                    |                          | X                      |                  |          |       |                   |               |                       |              |
| 0619 IT - Shared                    |              |                      |              |                    |                          | X                      |                  |          |       |                   |               |                       |              |
| 0620 Telecom - Admin                |              |                      |              |                    |                          | X                      |                  |          |       |                   |               |                       |              |
| 0629 Telecom - Shared               |              |                      |              |                    |                          | X                      |                  |          |       |                   |               |                       |              |
| 0630 Records - Admin                |              |                      |              |                    |                          | X                      |                  |          |       |                   |               |                       |              |
| 0640 ERP-Admin                      |              |                      |              |                    |                          | X                      |                  |          |       |                   |               |                       |              |
| 0650 GIS-Admin                      |              |                      |              |                    |                          |                        |                  |          |       |                   | X             |                       |              |
| 0701 Veteran - Admin                |              |                      |              |                    |                          | X                      |                  |          |       |                   |               |                       |              |
| 0801 County Clerk-Admin             |              |                      |              |                    |                          | X                      |                  |          |       |                   |               |                       |              |
| 0820 CCL Ck-Admin                   |              |                      |              |                    |                          |                        |                  | X        |       |                   |               |                       |              |
| 0821 CCL Ck-Ind Def Coord-Admin     |              |                      |              |                    |                          |                        | X                |          |       |                   |               |                       |              |
| 0822 CCL Ck - Collections           |              |                      |              |                    | X                        |                        |                  |          |       |                   |               |                       |              |
| 0830 Treasury - Admin               |              |                      |              |                    | X                        |                        |                  |          |       |                   |               |                       |              |
| 0860 Probate/Mental Clerks          |              |                      |              |                    |                          |                        |                  | X        |       |                   |               |                       |              |
| 0901 ME-Admin                       |              |                      |              |                    |                          |                        |                  |          |       |                   | X             |                       |              |
| 1001 Non-Departmental               |              |                      |              |                    |                          | X                      |                  |          |       |                   |               |                       |              |
| 1010 Capital Replacement            |              |                      |              |                    |                          | X                      |                  |          |       |                   |               |                       |              |
| 1020 Central Appraisal District     |              |                      |              |                    | X                        |                        |                  |          |       |                   |               |                       |              |

## Department Fund and Function Relationship Expenditures

| DEPARTMENT                      | CONSERVATION | CULTURE & RECREATION | DEBT SERVICE | EQUIPMENT SERVICES | FINANCIAL ADMINISTRATION | GENERAL ADMINISTRATION | HEALTH & WELFARE | JUDICIAL | LEGAL | PUBLIC FACILITIES | PUBLIC SAFETY | PUBLIC TRANSPORTATION | UNCLASSIFIED |
|---------------------------------|--------------|----------------------|--------------|--------------------|--------------------------|------------------------|------------------|----------|-------|-------------------|---------------|-----------------------|--------------|
| 1030 Court Appointed Prosecutor |              |                      |              |                    |                          |                        |                  |          | X     |                   |               |                       |              |
| 2001 County Court-Shared        |              |                      |              |                    |                          |                        |                  | X        |       |                   |               |                       |              |
| 2010 CCL 1-Admin                |              |                      |              |                    |                          |                        |                  | X        |       |                   |               |                       |              |
| 2020 CCL2-Admin                 |              |                      |              |                    |                          |                        |                  | X        |       |                   |               |                       |              |
| 2030 CCL3-Admin                 |              |                      |              |                    |                          |                        |                  | X        |       |                   |               |                       |              |
| 2040 CCL4-Admin                 |              |                      |              |                    |                          |                        |                  | X        |       |                   |               |                       |              |
| 2050 CCL5-Admin                 |              |                      |              |                    |                          |                        |                  | X        |       |                   |               |                       |              |
| 2060 CCL6-Admin                 |              |                      |              |                    |                          |                        |                  | X        |       |                   |               |                       |              |
| 2070 CCL7-Admin                 |              |                      |              |                    |                          |                        |                  | X        |       |                   |               |                       |              |
| 2180 Probate-Admin              |              |                      |              |                    |                          |                        |                  | X        |       |                   |               |                       |              |
| 2301 Dist Clerk-Admin           |              |                      |              |                    |                          |                        |                  | X        |       |                   |               |                       |              |
| 2302 Passport                   |              |                      |              |                    |                          | X                      |                  |          |       |                   |               |                       |              |
| 2330 Jury Mgmt-Admin            |              |                      |              |                    |                          |                        |                  | X        |       |                   |               |                       |              |
| 2401 JP-Shared                  |              |                      |              |                    |                          |                        |                  | X        |       |                   |               |                       |              |
| 2410 JP1-Admin                  |              |                      |              |                    |                          |                        |                  | X        |       |                   |               |                       |              |
| 2420 JP2-Admin                  |              |                      |              |                    |                          |                        |                  | X        |       |                   |               |                       |              |
| 2430 JP3-1-Admin                |              |                      |              |                    |                          |                        |                  | X        |       |                   |               |                       |              |
| 2440 JP4-Admin                  |              |                      |              |                    |                          |                        |                  | X        |       |                   |               |                       |              |
| 2450 JP3-2 Admin                |              |                      |              |                    |                          |                        |                  | X        |       |                   |               |                       |              |
| 2501 Dist Ct-Shared             |              |                      |              |                    |                          |                        |                  | X        |       |                   |               |                       |              |
| 2510 199Th DC-Admin             |              |                      |              |                    |                          |                        |                  | X        |       |                   |               |                       |              |
| 2520 219Th DC-Admin             |              |                      |              |                    |                          |                        |                  | X        |       |                   |               |                       |              |
| 2530 296Th DC-Admin             |              |                      |              |                    |                          |                        |                  | X        |       |                   |               |                       |              |
| 2540 366Th DC-Admin             |              |                      |              |                    |                          |                        |                  | X        |       |                   |               |                       |              |
| 2550 380Th DC-Admin             |              |                      |              |                    |                          |                        |                  | X        |       |                   |               |                       |              |
| 2560 401St DC-Admin             |              |                      |              |                    |                          |                        |                  | X        |       |                   |               |                       |              |
| 2570 416Th DC-Admin             |              |                      |              |                    |                          |                        |                  | X        |       |                   |               |                       |              |
| 2580 417Th DC-Admin             |              |                      |              |                    |                          |                        |                  | X        |       |                   |               |                       |              |
| 2590 429Th DC-Admin             |              |                      |              |                    |                          |                        |                  | X        |       |                   |               |                       |              |
| 2610 469th DC-Admin             |              |                      |              |                    |                          |                        |                  | X        |       |                   |               |                       |              |
| 2620 470th DC-Admin             |              |                      |              |                    |                          |                        |                  | X        |       |                   |               |                       |              |
| 3001 Auditor - Admin            |              |                      |              |                    | X                        |                        |                  |          |       |                   |               |                       |              |
| 3101 Tax A/C - Admin            |              |                      |              |                    | X                        |                        |                  |          |       |                   |               |                       |              |
| 3201 Purchasing - Admin         |              |                      |              |                    | X                        |                        |                  |          |       |                   |               |                       |              |

## Department Fund and Function Relationship Expenditures

| DEPARTMENT                      | CONSERVATION | CULTURE & RECREATION | DEBT SERVICE | EQUIPMENT SERVICES | FINANCIAL ADMINISTRATION | GENERAL ADMINISTRATION | HEALTH & WELFARE | JUDICIAL | LEGAL | PUBLIC FACILITIES | PUBLIC SAFETY | PUBLIC TRANSPORTATION | UNCLASSIFIED |
|---------------------------------|--------------|----------------------|--------------|--------------------|--------------------------|------------------------|------------------|----------|-------|-------------------|---------------|-----------------------|--------------|
| 3501 DA-Admin                   |              |                      |              |                    |                          |                        |                  |          | X     |                   |               |                       |              |
| 4010 Build Sup - Admin          |              |                      |              |                    |                          |                        |                  |          |       | X                 |               |                       |              |
| 4019 Build Sup-Shared           |              |                      |              |                    |                          |                        |                  |          |       | X                 |               |                       |              |
| 4030 Const & Proj - Admin       |              |                      |              |                    |                          |                        |                  |          |       | X                 |               |                       |              |
| 4039 Const & Proj - Shared      |              |                      |              |                    |                          |                        |                  |          |       | X                 |               |                       |              |
| 4401 Equip Serv-Admin           |              |                      |              | X                  |                          |                        |                  |          |       |                   |               |                       |              |
| 4409 Equip Serv-Shared          |              |                      |              | X                  |                          |                        |                  |          |       |                   |               |                       |              |
| 5001 SO-Admin                   |              |                      |              |                    |                          |                        |                  |          |       |                   | X             |                       |              |
| 5030 Jail Ops-Admin             |              |                      |              |                    |                          |                        |                  |          |       |                   | X             |                       |              |
| 5050 Minimum Security           |              |                      |              |                    |                          |                        |                  |          |       |                   | X             |                       |              |
| 5060 SO Fusion Center           |              |                      |              |                    |                          |                        |                  |          |       |                   | X             |                       |              |
| 5070 Inmate Trans-Admin         |              |                      |              |                    |                          |                        |                  |          |       |                   | X             |                       |              |
| 5080 PTR-Admin                  |              |                      |              |                    |                          |                        |                  |          |       |                   | X             |                       |              |
| 5090 SO County Corr - Admin     |              |                      |              |                    |                          |                        |                  |          |       |                   | X             |                       |              |
| 5101 Jail Cafe-Admin            |              |                      |              |                    |                          |                        |                  |          |       |                   | X             |                       |              |
| 5110 Child Abuse - Admin        |              |                      |              |                    |                          |                        |                  |          |       |                   | X             |                       |              |
| 5510 Constable 1                |              |                      |              |                    |                          |                        |                  |          |       |                   | X             |                       |              |
| 5530 Constable 2                |              |                      |              |                    |                          |                        |                  |          |       |                   | X             |                       |              |
| 5550 Constable 3                |              |                      |              |                    |                          |                        |                  |          |       |                   | X             |                       |              |
| 5570 Constable 4                |              |                      |              |                    |                          |                        |                  |          |       |                   | X             |                       |              |
| 5701 Fire Marshal-Admin         |              |                      |              |                    |                          |                        |                  |          |       |                   | X             |                       |              |
| 5730 Civil Def - Admin          |              |                      |              |                    |                          |                        |                  |          |       |                   | X             |                       |              |
| 5801 HL Sec - Admin             |              |                      |              |                    |                          |                        |                  |          |       |                   | X             |                       |              |
| 5901 Highway Patrol - Admin     |              |                      |              |                    |                          |                        |                  |          |       |                   | X             |                       |              |
| 5910 Breathalyzer Program       |              |                      |              |                    |                          |                        |                  |          |       |                   | X             |                       |              |
| 5920 Ambulance Service          |              |                      |              |                    |                          |                        |                  |          |       |                   | X             |                       |              |
| 5950 Emergency Management       |              |                      |              |                    |                          |                        |                  |          |       |                   | X             |                       |              |
| 6030 Sub Abuse-Admin            |              |                      |              |                    |                          |                        | X                |          |       |                   |               |                       |              |
| 6040 Inmate Health              |              |                      |              |                    |                          |                        | X                |          |       |                   |               |                       |              |
| 6050 MHMR                       |              |                      |              |                    |                          |                        | X                |          |       |                   |               |                       |              |
| 6201 Court Appt Representation  |              |                      |              |                    |                          |                        | X                |          |       |                   |               |                       |              |
| 6210 Juvenile Court-Ind Def     |              |                      |              |                    |                          |                        | X                |          |       |                   |               |                       |              |
| 6290 Indigent Def Coord - Admin |              |                      |              |                    |                          |                        |                  | X        |       |                   |               |                       |              |
| 6301 Indigent Aid               |              |                      |              |                    |                          |                        | X                |          |       |                   |               |                       |              |

## Department Fund and Function Relationship Expenditures

| DEPARTMENT                         | CONSERVATION | CULTURE & RECREATION | DEBT SERVICE | EQUIPMENT SERVICES | FINANCIAL ADMINISTRATION | GENERAL ADMINISTRATION | HEALTH & WELFARE | JUDICIAL | LEGAL | PUBLIC FACILITIES | PUBLIC SAFETY | PUBLIC TRANSPORTATION | UNCLASSIFIED |
|------------------------------------|--------------|----------------------|--------------|--------------------|--------------------------|------------------------|------------------|----------|-------|-------------------|---------------|-----------------------|--------------|
| 6401 Juv Prob-Admin                |              |                      |              |                    |                          |                        |                  |          |       |                   | X             |                       |              |
| 6420 Juv Det -Admin                |              |                      |              |                    |                          |                        |                  |          |       |                   | X             |                       |              |
| 6460 Juv Alt Ed-Admin              |              |                      |              |                    |                          |                        |                  |          |       |                   | X             |                       |              |
| 6501 Libraries                     |              | X                    |              |                    |                          |                        |                  |          |       |                   |               |                       |              |
| 6510 Historical Comm               |              | X                    |              |                    |                          |                        |                  |          |       |                   |               |                       |              |
| 6530 Open Space-Admin              |              | X                    |              |                    |                          |                        |                  |          |       |                   |               |                       |              |
| 7001 Extension Office - Admin      | X            |                      |              |                    |                          |                        |                  |          |       |                   |               |                       |              |
| 7530 Engineering Road/Bridge Const |              |                      |              |                    |                          |                        |                  |          |       |                   |               | X                     |              |
| 7801 Myers-Admin                   |              | X                    |              |                    |                          |                        |                  |          |       | X                 |               |                       |              |
| 7820 Farm Mus-Admin                |              | X                    |              |                    |                          |                        |                  |          |       |                   |               |                       |              |
| 8201 Dev Serv-Admin                |              |                      |              |                    |                          |                        |                  |          |       |                   | X             |                       |              |
| 9029 Courthouse Security Fund      |              |                      |              |                    |                          |                        |                  |          |       |                   |               |                       | X            |
| 9040 Healthcare Foundation         |              |                      |              |                    |                          |                        |                  |          |       |                   |               |                       | X            |
| 9640 Child Protective Board        |              |                      |              |                    |                          |                        |                  |          |       |                   |               |                       | X            |

## Department Fund and Function Relationship Expenditures

| DEPARTMENT | CONSERVATION | CULTURE & RECREATION | DEBT SERVICE | EQUIPMENT SERVICES | FINANCIAL ADMINISTRATION | GENERAL ADMINISTRATION | HEALTH & WELFARE | JUDICIAL | LEGAL | PUBLIC FACILITIES | PUBLIC SAFETY | PUBLIC TRANSPORTATION | UNCLASSIFIED |
|------------|--------------|----------------------|--------------|--------------------|--------------------------|------------------------|------------------|----------|-------|-------------------|---------------|-----------------------|--------------|
|------------|--------------|----------------------|--------------|--------------------|--------------------------|------------------------|------------------|----------|-------|-------------------|---------------|-----------------------|--------------|

### 010 ROAD & BRIDGE FUND \*

|                               |   |  |  |  |  |  |  |  |  |  |  |   |  |
|-------------------------------|---|--|--|--|--|--|--|--|--|--|--|---|--|
| 1001 Non-Departmental         |   |  |  |  |  |  |  |  |  |  |  | X |  |
| 1010 Capital Replacement      |   |  |  |  |  |  |  |  |  |  |  | X |  |
| 7501 Road & Bridge - Admin    |   |  |  |  |  |  |  |  |  |  |  | X |  |
| 7520 Engineering - Admin      |   |  |  |  |  |  |  |  |  |  |  | X |  |
| 7540 Public Works-Admin       |   |  |  |  |  |  |  |  |  |  |  | X |  |
| 7550 Conservation             | X |  |  |  |  |  |  |  |  |  |  |   |  |
| 7560 Special Projects - Admin |   |  |  |  |  |  |  |  |  |  |  | X |  |

### OTHER FUNDS

|                                                        |  |   |   |  |  |   |   |   |   |   |   |  |   |
|--------------------------------------------------------|--|---|---|--|--|---|---|---|---|---|---|--|---|
| 003 County Clerk Records Archive Fund *                |  |   |   |  |  | X |   |   |   |   |   |  |   |
| 005 District Courts Records Tech Fund *                |  |   |   |  |  |   |   | X |   |   |   |  | X |
| 013 Judicial Appellate Fund **                         |  |   |   |  |  |   |   | X |   |   |   |  |   |
| 015 Court Reporters Fund **                            |  |   |   |  |  |   |   | X |   |   |   |  |   |
| 021 Law Library Fund **                                |  |   |   |  |  |   |   | X |   |   |   |  |   |
| 025 County Clerk Records Mgmt & Preservation Fund **   |  |   |   |  |  | X |   |   |   |   |   |  |   |
| 026 District Clerk Records Mgmt & Preservation Fund ** |  |   |   |  |  | X |   | X |   |   |   |  | X |
| 028 Justice Court Technology Fund **                   |  |   |   |  |  |   |   | X |   |   |   |  |   |
| 029 Courthouse Security Fund **                        |  |   |   |  |  |   |   | X |   | X | X |  | X |
| 031 Economic Development Fund **                       |  |   |   |  |  | X |   |   |   |   |   |  | X |
| 033 Contract Elections Fund **                         |  |   |   |  |  | X |   |   |   |   |   |  | X |
| 040 Healthcare Foundation Fund *                       |  |   |   |  |  |   | X |   |   | X |   |  | X |
| 044 County Records Mgmt & Preservation Fund **         |  |   |   |  |  | X |   |   |   |   |   |  |   |
| 050 Drug Court/Special Court Fund **                   |  |   |   |  |  |   |   | X |   |   |   |  | X |
| 052 County Court Technology Fund **                    |  |   |   |  |  |   |   | X |   |   |   |  |   |
| 053 District Court Technology Fund **                  |  |   |   |  |  |   |   | X |   |   |   |  |   |
| 054 Probate Guardianship Fund **                       |  |   |   |  |  |   |   | X |   |   |   |  |   |
| 056 District Ck Court Records Pres Fund **             |  |   |   |  |  |   |   | X |   |   |   |  | X |
| 102 Public Health Emergency Preparedness Fund **       |  |   |   |  |  |   | X |   |   |   |   |  |   |
| 108 Healthcare Grant Fund **                           |  |   |   |  |  |   | X |   |   |   |   |  |   |
| 180 Juvenile State Grant Fund **                       |  | X |   |  |  | X | X | X | X |   | X |  |   |
| 399 Debt Service Fund *                                |  |   | X |  |  |   |   |   |   |   |   |  | X |

## Department Fund and Function Relationship Expenditures

| DEPARTMENT                              | CONSERVATION | CULTURE & RECREATION | DEBT SERVICE | EQUIPMENT SERVICES | FINANCIAL ADMINISTRATION | GENERAL ADMINISTRATION | HEALTH & WELFARE | JUDICIAL | LEGAL | PUBLIC FACILITIES | PUBLIC SAFETY | PUBLIC TRANSPORTATION | UNCLASSIFIED |
|-----------------------------------------|--------------|----------------------|--------------|--------------------|--------------------------|------------------------|------------------|----------|-------|-------------------|---------------|-----------------------|--------------|
| 499 Permanent Improvement Fund *        |              |                      |              |                    |                          |                        |                  | X        |       | X                 |               | X                     | X            |
| 501 Liability Insurance Fund ***        |              |                      |              | X                  |                          | X                      |                  | X        |       | X                 | X             |                       | X            |
| Workers Compensation Insurance Fund *** |              |                      |              |                    |                          | X                      |                  |          |       |                   |               |                       |              |
| 502 ***                                 |              |                      |              |                    |                          |                        |                  |          |       |                   |               |                       |              |
| 504 Unemployment Insurance Fund ***     |              |                      |              |                    |                          |                        |                  |          |       |                   |               |                       | X            |
| 505 Health Insurance Fund ***           |              |                      |              |                    |                          |                        |                  |          |       |                   |               |                       | X            |
| 507 Animal Safety Fund ***              |              |                      |              |                    |                          |                        |                  |          |       | X                 | X             |                       | X            |
| 599 CC Toll Road Authority Fund ***     |              |                      |              |                    |                          |                        |                  |          |       |                   | X             | X                     |              |
| 640 CPS Board Fund ****                 |              |                      |              |                    |                          |                        | X                |          |       |                   |               |                       |              |
| 65x CSCD Funds *****                    |              |                      |              |                    |                          |                        |                  |          |       |                   | X             |                       | X            |

### KEY

- \* Major Governmental Fund
- \*\* Non-Major Governmental Fund
- \*\*\* Proprietary Fund
- \*\*\*\* Component Unit
- \*\*\*\*\* Fiduciary Fund

## ***Acronyms***

### **A**

|        |                                             |
|--------|---------------------------------------------|
| AA:    | Alcohol Anonymous                           |
| Acc:   | Account                                     |
| Adj:   | Adjustment                                  |
| Admin: | Administrative/Administration               |
| AFIS:  | Automated Fingerprint Identification System |
| AG:    | Attorney General                            |
| Alt:   | Alternative                                 |
| ASST:  | Assistant                                   |
| AV:    | Audio Visual                                |

### **B**

|      |         |
|------|---------|
| BAL: | Balance |
|------|---------|

### **C**

|        |                                                |
|--------|------------------------------------------------|
| CAC:   | Crimes Against Children                        |
| CAP:   | Capital                                        |
| CC:    | County Court or Collin County                  |
| CCF:   | Community Corrections Facility                 |
| CCHCS: | Collin County Health Care Services             |
| CCL:   | County Court at Law                            |
| CCP:   | Community Corrections Program                  |
| CCU:   | Court Collections Unit                         |
| CDL:   | Certified Driver's License                     |
| Co-Op: | Cooperative society, business, or enterprise   |
| COBRA: | Consolidated Omnibus Budget Reconciliation Act |
| CPS:   | Child Protective Services                      |
| CSCD:  | Community Supervision Corrections Department   |
| CTO:   | Compensation Time Off                          |

### **D**

|         |                                       |
|---------|---------------------------------------|
| DA:     | District Attorney                     |
| DEPT'S: | Department's                          |
| DET:    | Detention                             |
| DSHS:   | Department of State Health Services   |
| DIC:    | Dependency and Indemnity Compensation |
| DOT:    | Direct Observed Therapy               |
| DP SC:  | Department of Service Compliance      |
| Dr.:    | Doctor                                |
| DRT:    | Detention Response Team               |
| DVU:    | Domestic Violence Unit                |
| DWI:    | Driving While Intoxicated             |

## **E**

|           |                                                            |
|-----------|------------------------------------------------------------|
| e-Agenda: | Collin County Electronic Commissioners Court Agenda System |
| e-Filing: | Filing forms Electronically                                |
| EEO:      | Equal Employment Opportunity                               |
| EMS:      | Emergency Medical Services                                 |
| EOC:      | Emergency Operations Center                                |
| ERMS:     | Electronic Records Management System                       |
| ERP:      | Enterprise Resource Planning                               |
| ETJ:      | Extra Territorial Jurisdiction                             |
| EU:       | Euthanize                                                  |

## **F**

|             |                                         |
|-------------|-----------------------------------------|
| FAC:        | Facility                                |
| FEMA:       | Federal Emergency Management Assistance |
| FM:         | Farm to Market                          |
| FMLA:       | Family Medical Leave Act                |
| FMO:        | Fire Marshal's Office                   |
| FTO:        | Full-Time Training Officer              |
| FTR System: | For the Record System                   |
| FY:         | Fiscal Year                             |

## **G**

|       |                                         |
|-------|-----------------------------------------|
| GASB: | Government Accounting Standards Board   |
| GDM:  | Geographers Database Management         |
| GDP:  | Gross Domestic Product                  |
| GFOA: | Government Finance Officers Association |
| GIS:  | Geographic Information System           |
| GOVT: | Government                              |
| GPS:  | Global Positioning System               |

## **H**

|        |                                                     |
|--------|-----------------------------------------------------|
| HIPPA: | Health Insurance Portability and Accountability Act |
| HMAC:  | Hot Mix Asphalt Concrete                            |
| HMR:   | High Medium Risk                                    |
| HR:    | Human Resources                                     |
| HVAC:  | Heating Ventilation Air Conditioning                |

## **I**

|      |                             |
|------|-----------------------------|
| IDS: | Identifications             |
| ILA: | Interlocal Agreement        |
| IT:  | Information Technology      |
| ITS: | Issue Tracking System       |
| ISD: | Independent School District |

**J**

|        |                                                |
|--------|------------------------------------------------|
| JJAEF: | Justice Juvenile Alternative Education Program |
| JP:    | Justice of the Peace                           |
| JPCS:  | Justice of the Peace and Constable Association |

**L**

|       |                                    |
|-------|------------------------------------|
| LEPC: | Local Emergency Planning Committee |
| LGC:  | Local Government Code              |
| LIT:  | Literature                         |
| LVN:  | Licensed Vocational Nurse          |
| JUV:  | Juvenile                           |

**M**

|        |                                    |
|--------|------------------------------------|
| M & O: | Maintenance & Operations           |
| Mgr:   | Manager                            |
| MHMC:  | Mental Health Mental Commitments   |
| MHMR:  | Mental Health / Mental Retardation |
| MIC:   | Mentally Impaired Caseload         |
| MSAG:  | Master Street Address Guide        |

**N**

|         |                                           |
|---------|-------------------------------------------|
| NA:     | Narcotics Anonymous                       |
| N/A:    | Not Applicable                            |
| NCTCOG: | North Central Texas Council of Government |
| NTTA:   | North Texas Toll Road Authority           |

**O**

|       |                         |
|-------|-------------------------|
| Ops:  | Operations              |
| OSSF: | On-Site Sewage Facility |

**P**

|         |                            |
|---------|----------------------------|
| PA:     | Physician Assistant        |
| PBM:    | Performance Based Measures |
| P-Card: | Procurement Card           |
| Pct.:   | Precinct                   |
| PT:     | Part Time                  |
| PTA:    | Parent Teacher Association |
| PTO:    | Paid Time Off              |

**Q**

|        |                    |
|--------|--------------------|
| QC'ed: | Quality Controlled |
|--------|--------------------|

**R**

|      |                             |
|------|-----------------------------|
| RAP: | Recycled Asphalt Pavement   |
| RCF: | Restitution Center Facility |
| RFP: | Request for Proposal        |
| RMS: | Records Management System   |
| RN:  | Registered Nurse            |
| ROW: | Right of Way                |

**S**

|        |                                              |
|--------|----------------------------------------------|
| SAC:   | Substance Abuse Caseloads                    |
| SCORE: | Sheriff's Convicted Offender Re-Entry Effort |
| SDU:   | Support Disbursement Unit                    |
| SO:    | Sheriff's Office                             |
| SOC:   | Sex Offender Caseloads                       |
| SWAT:  | Special Weapons and Tactics                  |

**T**

|        |                                                |
|--------|------------------------------------------------|
| TAIP:  | Treatment Alternative to Incarceration Program |
| TB:    | Tuberculosis                                   |
| TCDRS: | Texas County District Retirement System        |
| TCEQ:  | Texas Commission on Environmental Quality      |
| TCOLE: | Texas Commission on Law Enforcement            |
| Tech:  | Technician                                     |
| Temp:  | Temporary                                      |
| TER:   | Texas Electronic Register                      |
| TH&S:  | The Health and Safety Code                     |
| TTUG:  | Texas Tyler User Group                         |
| TX:    | Texas                                          |
| TxDOT: | Texas Department Of transportation             |

**U**

|       |                                      |
|-------|--------------------------------------|
| UDCF: | University Drive Courthouse Facility |
| UHC:  | United Health Care                   |
| U.S.: | United States                        |
| USPS: | United States Postal Services        |
| UTV:  | Utility Task Vehicle                 |

**V**

|         |                                         |
|---------|-----------------------------------------|
| VA:     | Veterans Assistance                     |
| VDOT:   | Video Direct Observed Therapy           |
| VFD:    | Volunteer Fire Department               |
| VertiQ: | Medical Examiner Case Management System |

### **W**

|       |                        |
|-------|------------------------|
| W/in: | Within                 |
| W/O:  | Without                |
| WIC:  | Women Infants Children |

### **Y**

|      |                             |
|------|-----------------------------|
| YOC: | Youthful Offender Caseloads |
| YTD: | Year to Date                |

### **Symbols**

|    |            |
|----|------------|
| %: | Percentage |
| #: | Number     |
| &: | And        |

## ***Glossary of Terms***

**Account:** Financial reporting unit for budget, management or accounting purposes.

**Accounting System:** The total set of records and procedures, which are used to record, classify, and report information on the financial status and operations of an entity.

**Accrual:** The recognition of a transaction at the time it occurs, as opposed to when cash is spent or received.

**Accrual Basis:** The basis of accounting in which transactions are recognized at the time they are incurred, as opposed to when cash is received or spent.

**Activity:** A specific unit of work or service.

**Ad Valorem Taxes:** Commonly referred to as property taxes, are levied on both real and personal property according to the property's valuation and the tax rate.

**Appropriation:** An authorization made by the Commissioners Court, which allows officials to incur obligations and make expenditures of governmental resources. An appropriation is typically granted for periods of one year and specified for fixed amounts.

**Assessed Valuation:** An estimated value placed upon real and personal property by the appraisal district as the basis for levying property taxes.

**Assets:** Property owned by the County, which has monetary value.

**Audit:** A systematic examination of resource utilization. The audit is a test of management's internal accounting controls and is intended to verify financial positions and the legality of transactions; to identify improvements in accounting systems and accuracy and consistency of transactions; and to certify the stewardship of officials responsible for governmental funds.

**Authorized Positions:** All positions authorized by Commissioners Court for each office and department. This includes both full time and part time positions.

**Available Fund Balance:** The cash remaining from the prior year, which is available for appropriation and expenditure in the current year.

**Balanced Budget:** A financial term used when either revenues equal expenses or when revenues exceed expenses.

**Base Budget:** Ongoing expense for personnel and maintenance and operations required to maintain service levels previously authorized by the Commissioners Court.

**Bond:** Bonds are used as long-term debt instruments to pay for capital expenditures. A bond is a written promise to pay a specified sum of money (principal) at a specific future date (maturity date), as well as periodic interest paid at a specified percentage of the principal (interest rate).

**Bond Rating:** The credit-worthiness of a government as evaluated by independent agencies.

**Bond Refinancing:** The payoff and re-issuance of bonds to obtain better interest rates and bond conditions.

**Budget (Operating):** A financial operation plan consisting of an estimate of proposed expenditures for a fiscal year and an estimate of proposed revenues. The term is also used to identify the officially approved expenditure levels under which the County and its offices and departments operate.

**Budget Calendar:** The schedule of key or target dates, which the County follows in the preparation and adoption of the budget.

**Budget Document:** The instrument used by the Budget Officer to present a comprehensive financial program to Commissioners Court.

**Capital Assets (Fixed Assets):** Assets of significant value, which have a useful life of several years.

**Capital Budget:** A plan of proposed capital expenditures and the means of financing the proposals. The capital budget is based on a Capital Improvement Program.

**Capital:** The expenditure group used to fund capital outlay purchases such as furniture, computers, vehicles and kitchen and laundry equipment. Purchases made from the capital expenditures group become fixed assets of the County.

**Capital Improvement Program:** A multi-year plan for capital expenditures which sets forth each proposed capital project identifies the expected beginning and ending date for each project, the amount to be expended each year, and the method of financing each capital project.

**Capital Outlays:** Expenditures for the acquisition of fixed assets, which have a value of \$5,000 or more and have a useful economic lifetime of more than one year. Includes the cost of land, buildings, permanent improvements, machinery, large tools, furniture and equipment.

**Capital Project:** Major construction, acquisition, or renovation activities which add value to a government's physical assets or significantly increase their useful life. Also called capital improvements.

**Commodities:** Items of expenditure, which, after use, are consumed or show a material change in their physical condition. Commodities are generally of limited value and are characterized by rapid depreciation (i.e. office supplies, motor fuel, etc.).

**Contingency:** A budgetary reserve set aside for emergencies or unforeseen expenditures.

**Current Taxes:** Taxes that are levied and due within one year.

**Debt Service:** The obligation to pay the principal and interest of all bonds and other debt instruments according to a pre-determined payment schedule.

**Delinquent Taxes:** Taxes, which are unpaid after the due date, in which a penalty is assessed for non-payment.

**Department:** A major administrative division of the County, which indicates overall management responsibility for the operation of a group of related functions.

**Depreciation:** Expiration in the service life of capital assets attributable to wear and tear, deterioration, physical elements, inadequacy, or obsolescence. Depreciation is also the portion of the cost of a capital asset, which is charged as an expense during a particular accounting period.

**Effective Tax Rate:** That tax rate which will generate the same amount of tax revenue on the same tax base in the next fiscal year as in the current fiscal year.

**Encumbrances:** Obligations in the form of purchase orders, contracts, or salary commitments that are reserved in specified appropriations. Encumbrances cease to exist when paid or when an actual liability is established.

**Enterprise Fund:** Fund that accounts for activity in which a fee is charged to external users in exchange for goods or services.

**Estimated Revenue:** The amount of projected revenue to be collected during the fiscal year.

**Expenditure Group:** A grouping of like expenditures used to exercise budgetary control. For example, the Personnel expenditure group includes salaries, social security and Medicare, retirement, group health insurance, group life insurance and disability premiums. An office or department can over run an individual line item as long as the expenditure group remains within the budget.

**Expenditures:** The payment of cash on the transfer of property or services for the purpose of acquiring an asset, service or settling a loss.

## **Expenditures by Function:**

**Conservation** – Activities associated with the design to conserve and develop such natural resources as water, soil, forests and minerals. Examples include dam maintenance, 4H, and Horticulture programs provided by Extension and Conservation departments.

**Culture and Recreation** – Activities related to parks, recreational activities, museums, and historic and cultural preservation. Examples include Libraries, Historical Commission, Open Space, Myers Park, and Farm Museum.

**Debt Service** - Activities associated with the repayment of principal and interest on debt. Examples include debt service payments.

**Equipment Services** - Activities associated with the purchase and maintenance of all county vehicles and off-road equipment. Examples include equipment maintenance, fuel, and fleet replacement.

**Financial Administrative** - Activities associated with the financial management of the county including but not limited to tax collections, accounting, budgeting, and purchasing activities. Examples include Budget, Court Collections, Treasury, Central Appraisal District, Auditor, Tax Assessor, and Purchasing.

**General Administrative** - Activities associated with the general operations of the county including the oversight, operating systems, records management, and human resources. Examples include County Judge, Commissioners, Admin Services, Human Resources, Support Services, Information Technology, Capital Replacement, Records Management, Liability Insurance, and Workers Compensation.

**Health and Welfare** – Activities associated with providing health care and welfare related services including legal defense and healthcare services for indigents. Examples include Indigent Defense, Substance Abuse, Inmate Health, MHMR, Indigent Healthcare, and CPS Board.

**Judicial** – Activities associated with providing judicial court services. Examples include County Clerk, County Courts, District Clerk, Jury Management, Justice Courts, District Courts, Law Library, Court Reporters, Document Preservation, Justice Court Technology, Courthouse Security, Specialty Courts, and Probate Contributions.

**Legal** – Activities associated with providing legal prosecution by the state. Examples include District Attorney's Office.

**Public Facilities** – Activities associated with providing and maintaining county facilities for its operations. Examples include Facilities Management, Construction and Projects, and leases.

**Public Safety** – Activities associated with the protection of persons and property, providing incarceration services, emergency services, probation services, and serving judicial documents. Examples include Medical Examiner, Sheriff's Office, Jail Operations, Minimum Security, Inmate Transfer, Pre Trial Release, County Corrections, Child Abuse Taskforce, Constables, Fire Marshal, Homeland Security, Highway Patrol, Juvenile, Animal Safety, and CSCD.

**Public Transportation\_-** Activities associated with providing a road and bridge system to the county. Examples include Road and Bridge, Engineering, Public Works, Special Projects, and Toll Road Authority.

**Unclassified** – Activities associated with multiple functional areas or not associated to a functional area. Examples include General Fund Transfers Out, Employee Health Insurance, Flex Benefits, Unemployment Insurance, Short-term Disability Insurance, Employee Health Clinic, and Debt Service Payments.

**Fiscal Year:** The time period designated by the County signifying the beginning and the ending periods for recording financial transactions. Collin County has designated October 1 to September 30 as its fiscal year.

**Fund:** An independent fiscal and accounting entity with a self-balancing set of accounts, identifiable revenue sources and expenditures. Funds are segregated for the purpose of completing specific activities or attaining certain objectives.

**Fund Balance:** An excess of an entity's revenues over expenditures and encumbrances over a specific period of time.

**General Fund:** The largest fund within the County, the General Fund accounts for most of the financial resources of the government, which may be used for any lawful purpose. General Fund revenues include property taxes, charges of services, fines and forfeits, intra/intergovernmental revenue and other miscellaneous types of revenue. The General Fund includes most of the basic operating services, such as the Sheriff's Office, Jail, Judicial System, Fire Marshal, Information Technology, Constables, and Justices of the Peace.

**General Obligation Bond:** A municipal bond backed by the credit and taxing power of the issuing jurisdiction rather than the revenue from a given project. General Obligation Bonds are issued with the belief that a municipality will be able to repay its debt obligation through taxation or revenue from projects.

**Governmental Fund:** Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements.

**Intergovernmental Grant:** A contribution of assets by one governmental unit to another. In most cases the grants are made to local governments from the State and/or Federal Governments. Intergovernmental grants are usually made for specified purposes.

**Internal Service Fund:** Funds utilized to account for the financing of goods or services provided by one department or office to other departments or offices within a government.

**Investment:** Securities and real estate purchased and held for the production of income in

the form of interest, dividends, rentals, or base payments received.

**Liability:** Debt or other legal obligations arising out of transactions in the past, which must be liquidated, renewed, or refunded at some future date. A liability does not include encumbrances.

**Long-Term Debt:** Debt with maturity of more than one year after the date of issuance.

**Maintenance and Operations:** The expenditure group that includes all payments for commodities and low value assets. Examples of line items in this group include office supplies, small tools, software, and uniforms.

**Maturities:** The dates on which the principal or stated values of investments of debt obligations mature and may be reclaimed.

**Operating Funds:** Resources derived from recurring revenue sources used to finance ongoing operating expenditures and “pay-as-you-go” capital projects.

**Performance Measures:** Specific quantitative measures of work performed within an activity or program (i.e. total number of investigations conducted by the Sheriff’s Department). Types of performance measures include inputs, outputs and outcomes.

**Personnel:** The expenditure group that includes all personnel related costs such as salaries, social security and Medicare, retirement, group health insurance, group life insurance and disability premiums.

**Program Improvement:** Requests submitted by departments during the budget preparation period to change the level of service or method of operation. Generally, these requests are for additional resources including personnel.

**Proprietary Fund:** The County reports two proprietary funds – the Collin County Toll Road Authority and its Internal Service Funds.

**Reserve:** An account used to indicate that parts of a fund’s assets are reserved for a specific purpose.

**Resources:** Total dollars available for appropriations including estimated revenues, fund transfers, and beginning fund balances.

**Revenue:** The funds collected by a government.

**Revenue by Source:**

**Taxes** – Ad valorem taxes

**Fees/Charges or Service** – Collections of monies from citizens usually associated with a specific activity.

**Fines/Forfeitures** – Court ordered payments of money or assets.

**Insurance/Employee Benefit** – Collection of money from county funds or from employees to provide services to the county or its employees.

**Inter/Intra Governmental** – Funds received from federal, state, or local governments.

**Investment Revenue** – Revenue received for investing idle county funds.

**License and Permits** – Charges for granting permission to provide a specific activity.

**Other Financing Sources** – Proceeds from debt or the sale of assets.

**Other Revenue** – Revenues collected that do not fit into the other revenue categories.

**Reserves** – Funds taken from fund balance to meet budgeted demands.

**Revenue Estimate:** A formal estimate of how much revenue will be earned from a specific revenue source for some future period.

**Risk Management:** An organized attempt to protect a government's assets against accidental loss.

**ROW:** Right of Way

**Shortfall:** The excess of expenditures over revenues during a single accounting period.

**Special Revenue Funds:** The funds used to account for specific revenue sources (other than for capital projects) that are legally restricted to expenditures for specified purposes. These legal restrictions can come from outside the County or from Commissioners' Court.

**Tax Anticipation Notes:** (Also known as Tax Notes) Short term notes, issued by states and municipalities to finance current operations before tax revenues are received. When the issuer collects the taxes, the proceeds are then used to retire the debt.

**Tax Levy:** The total amount to be raised by general property taxes for operating and debt service purposes.

**Tax Rate:** The amount of tax levied for each \$100 of assessed valuation.

**Tax Rate Cap:** The maximum legal property tax rate at which a county may levy a tax.

**TCDRS:** Texas County District Retirement System

**Transfers:** Amounts transferred from one fund to another to assist in financing the services for the recipient fund.

**User Charges (Fees):** The payment of a fee for direct receipt of a public service by the party benefiting from the service.

**Year-to-date (YTD) Actual:** Year-to-date actuals plus year-to-date encumbrances as of 12/05/2014. The fiscal year has not been closed by the County Auditor's Office at the time of printing the Budget Book.

**Yield:** The rate earned on an investment based on the price paid for the investment.