

## NOTICE OF MEETING OF THE MCLENNAN COUNTY COMMISSIONERS COURT

NOTICE IS HEREBY GIVEN that the McLennan County Commissioners Court will conduct a special meeting on **Tuesday, July 14, 2020 at 9:00 o'clock a.m.** and act on the items on the following agenda. In addition, notice is hereby given that this July 14, 2020 meeting may be recessed and reconvened on **Wednesday, the 15th day of July, 2020 at 9:00 a.m.**, to complete discussion and action on the agenda items set forth below, including the Budget Work Session, unless the meeting of July 14, 2020 is adjourned by decision of the Commissioners Court.

**No physical meeting open to the public will be held.** A temporary suspension of portions of the open meetings act to allow telephone or video conference public meetings has been granted by Governor Greg Abbott pursuant to Executive Order No. GA-08. These actions are being taken to mitigate the spread of Covid-19 by avoiding meetings that bring people into a group setting and in accordance with Section 418.016 of the Texas Government Code.

The opportunity to view and hear the meeting as well as the process if one wishes to address the Commissioners Court is available at: <https://tx-mclennancounty.civicplus.com/1121/Commissioners-Court-Online-Meeting-Info>

### AGENDA

- A. Proof of Posting of Notice**
- B. Moment of Silence / Invocation and Pledge**
- C. Public Comments**
- D. Human Resources / Salary Matters:**
  1. County Sheriff
- E. Budget, Budget Amendments/Transfers/Changes, Additional Revenue Certifications, Expenditure Requests:**
  - 1. Regarding FY 21 Budget:**
    - a. Discussion and/or Action regarding Matters relative to the FY 21 Budget / 2020 Tax Rate, including, but not limited to, Budget Policies, Priorities, Timelines, Updates from the County Auditor and/or Budget Work Sessions, as needed
- F. Additional Items for Discussion and Potential Action:**
  1. Discussion and/or Action on Matters Regarding Covid-19 including but not limited to Staffing, Emergency Appropriations, Precautions and Plans, Restrictions to Prevent the Spread of COVID-19, Personnel Compensation and Benefit Matters, Health and Safety Procurements, Technology Procurements for Criminal Justice System to Allow for Operations to Continue Safely, Technology Procurements to Allow for Remote Meeting Participation, Reports on Progression of COVID-19, and related matters
- G. Executive/Closed Session**
  1. **Section 551.071 of the Government Code (V.C.T.A.):** An executive/closed session will be held so that the Commissioners Court can seek and receive legal advice from its attorneys regarding pending or threatened litigation, settlement offers, claims, or other matters for which the attorneys' duties to their client under the Texas State Bar Disciplinary Rules of Professional Conduct Conflicts with the Open Meetings Act (Ch.551, Gov. Code) if necessary for a subject contained on this agenda, and advice dealing with pending litigation, administrative claims or notices, and legal effects, liabilities, and legal options including but not limited to claims arising from Opioid Litigation, Civil Rights Cases, Tort Claims, or Other Pending or Threatening Litigation
  2. **Section 551.072 of the Government Code (V.C.T.A.):** Regarding Real Property, including, but not limited to: (1) Right-Of-Way Acquisitions re: Expansion / Repair Project/s; and/or (2) Real Estate Purchase / Sale / Transfer / Trade / Offers to Purchase, Acquisition / Value / Donations of Real Property / Leases relative to Real Property, including, but not limited to, Potential Properties for Use by County / Public Facilities & Valuation of Current Property for Trade or Sale
  3. **Section 551.074 of the Government Code (V.C.T.A.):** Regarding Personnel Matters including but not limited to: Personnel Review / Evaluation of Commissioners Court Appointed Department Heads; Employment, Appointment, Termination, Hearing Grievances Against Employees or Public Officials; Incentive Pay; Deliberations regarding Assigning Interim Director for Maintenance of Equipment; Personnel Matters Identified in any Open Session Item if Necessary, and related matters
  4. **Section 551.076 of the Government Code (V.C.T.A.):** Deliberations regarding Security Devices or Security Audits
  5. **Section 551.087 of the Government Code (V.C.T.A.):** Regarding Economic Development Negotiations including, but not limited to (1) Discussion of Commercial / Financial Information Received from a Business Prospect/s; (2) Pending Negotiations / Potential Prospects and Projects; and/or (3) Discussion re: Offers of Financial or Other Incentives to Business Prospect/s
- H. Adjourn**

Signed this 9th day of July, 2020



SCOTT M. FELTON, County Judge

STATE OF TEXAS \*  
COUNTY OF McLENNAN \*

I, J.A. "ANDY" HARWELL, County Clerk, and the Ex-Officio Clerk to the Commissioners Court, hereby certify that the above and foregoing is a true and correct copy of a NOTICE OF MEETING posted by me at the Courthouse door in Waco, McLennan County, Texas, where notices are customarily posted this 9th day of July, 2020.

Witness my hand and seal of office at Waco, McLennan County, Texas the 9th day of July, 2020 at 3:00 p.m.

(SEAL) J. A. "ANDY" HARWELL, County Clerk  
McLennan County, Texas

BY: Myrcetez Gowan Perkins (Deputy)

Notice: Persons with disabilities in need of auxiliary aide or services (including sign language interpretation) may contact the County Judge's Office, (254) 757-5049, prior to the meeting date

J.A. "ANDY" HARWELL, County Clerk  
McLennan County, Texas

FILED: JUL 14 2020

By Myrcetez Gowan-Perkins,  
Deputy

**AGENDA: JULY 14, 2020**

**B. Moment of Silence / Invocation and Pledge**

**CD-571 9:02**

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**County Judge Felton stated that at this time we will have a moment of silence. County Judge Felton then stated that we will now have the Pledge of Allegiance.**

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**AGENDA: JULY 14, 2020**

**C. Public Comments**

**CD-571, 9:04**

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**County Judge Felton opened the floor to anyone present who wished to address the Court on County business matters. Not hearing anyone speak, County Judge Felton closed the hearing.**

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**AGENDA: JULY 14, 2020**

**D. Human Resources / Salary Matters**

1. County Sheriff

**Approved**

**CD-571, 9:04**

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**ORDER APPROVING:**

**COUNTY SHERIFF:**

**HUMAN RESOURCES / SALARY MATTERS**

On this the 14 day of July, 2020, came on for consideration the matter of Human Resources / Salary Matters: County Sheriff. After discussion, Commissioner Perry made a motion approve and it was seconded by Commissioner Jones. A vote being called for, voting in favor of said motion was Judge Felton, Commissioner Miller, Commissioner Jones and Commissioner Perry. It is ordered by the Court that said Authorization be, and the same is hereby, approved by unanimous vote.

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**Amanda M. Talbert**  
Human Resources Director  
Human Resources Dept.



**McLennan County**  
214 N. 4<sup>th</sup> St., Suite 200  
Waco, TX 76701-1366  
Office: (254)-757-5158

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**MEMORANDUM**

Date: Monday, July 13<sup>th</sup>, 2020

To: Commissioner's Court

From: Amanda Talbert, HR Director; Chief Deputy David Kilcrease

Subject: Requesting Approval to Fill Jail Medical Vacancy

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The Sheriff's Office is requesting the ability to fill a vacancy prior to the exhaustion of paid time off accrued by the exiting employee. The vacant position will be Nurse, position #1084. The position will be vacant as of July 20<sup>th</sup>, 2020 but has a balance of 114 vacation hours. The Sheriff's Office requests the ability to fill the vacancy as soon as July 20<sup>th</sup>, 2020.

The Sheriff's Office has excess in the personnel budget. This means filling vacancy #1084 will not affect the overall salary budget for this office. This request will be budget neutral. This office is simply requesting the ability to fill the vacancy before the paid accruals exhaust.

-Thank You.

APPROVED BY COMMISSIONERS COURT

THIS 14 DAY OF JULY 2020

  
COUNTY JUDGE

J.A. "ANDY" HARWELL, County Clerk  
McLennan County, Texas

FILED JUL 14 2020

By Myrcetez Gowan-Perkins,  
Deputy

**AGENDA: JULY 14, 2020**

**E. Budget, Budget Amendments/ Transfers/Changes, Additional Revenue Certifications, Expenditure Requests:**

**1. Regarding the FY 21 Budget:**

- a. Discussion and/or Action regarding Matters relative to the FY 21 Budget / 2020 Tax Rate, including, but not limited to, Budget Policies, Priorities, Timelines, Updates from the County Auditor and/or Budget Work Sessions, as needed

**See Orders**

**CD-571, 9:06**

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**DISCUSSION ONLY:**

**DISCUSSION AND/OR ACTION RE: MATTERS RELATIVE TO THE FY 21  
BUDGET / 2020 TAX RATE, INCLUDING, BUT NOT LIMITED TO,  
BUDGET POLICIES, PRIORITIES, TIMELINES, UPDATES FROM  
THE COUNTY AUDITOR AND/OR BUDGET WORK  
SESSIONS, AS NEEDED**

**RE: THE FY 21 BUDGET**

On this the 14 day of July, 2020, came on for consideration the matter Regarding the FY 21 Budget: Discussion and/or Action regarding Matters relative to the FY 21 Budget / 2020 Tax Rate, including, but not limited to, Budget Policies, Priorities, Timelines, Updates from the County Auditor and/or Budget Work Sessions, as needed. The Court discussed the following matters regarding the FY 21 Budget: IT Assessments; General Fund – 001 and the JP Technology Fund – 0140. Information Technology Director, Ms. Lisa Fetsch, addressed the Court regarding the following matters regarding the FY 21 Budget: IT Assessments for various County departments: 19<sup>th</sup> District Court – 1410; Justice of the Peace, Precinct 3 – 1631; Justice of the Peace, Precinct 5 – 1651; County Sheriff – 2200; County Jail – 2410; Jack Harwell Detention Center – 2411; Constable, Precinct 1 – 3110; Constable, Precinct 2 – 3120 and Constable, Precinct 5 – 3150 and the Records Management Fund – 0640.

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**ORDER RECESSING SPECIAL SESSION**

On this the 14 day of July, 2020, at 10:06 o'clock a.m., Judge Felton announced that this meeting of July 14, 2020 stands in recess for five minutes.

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**ORDER RECONVENING SPECIAL SESSION**

On this the 14 day of July, 2020, at 10:14 o'clock a.m. the Court reconvened in Special Session with Judge Felton presiding and Commissioners: Patricia Miller, Will Jones, Ben Perry and the Clerk thereof being in attendance, the following proceedings were had and done to-wit:

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The Court went back to Item E. 1. Re: FY 21 Budget: Discussion and/or Action re: Matters relative to the FY 21 Budget / 2020 Tax Rate, including, but not limited to, Budget Policies, Priorities, Timelines, Updates from the County Auditor and/or Budget Work Sessions, as needed.

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**DISCUSSION ONLY:**

**DISCUSSION AND/OR ACTION RE: MATTERS RELATIVE TO THE FY 21  
BUDGET / 2020 TAX RATE, INCLUDING, BUT NOT LIMITED TO,  
BUDGET POLICIES, PRIORITIES, TIMELINES, UPDATES FROM  
THE COUNTY AUDITOR AND/OR BUDGET WORK  
SESSIONS, AS NEEDED**

**RE: THE FY 21 BUDGET**

On this the 14 day of July, 2020, came on for consideration the matter Regarding the FY 21 Budget: Discussion and/or Action regarding Matters relative to the FY 21 Budget / 2020 Tax Rate, including, but not limited to, Budget Policies, Priorities, Timelines, Updates from the County Auditor and/or Budget Work Sessions, as needed. The Court discussed the following matters regarding the FY 21 Budget: Information Technology – Dept. 0630; Capital Outlay Request; Capital Outlay – Dept. 7902; General Fund – 001; Estimated Beginning Fund Balance; the Permanent Improvement Fund and the Maintenance of Buildings – Dept. 0010. Maintenance of Buildings Director, Mr. T. J. Jackson, addressed the Court regarding Permanent Improvement Projects (Ongoing and New Proposed Projects. The Court discussed the Permanent Improvement Funds – Bond Proceeds (2016 – 2019 Certificates of Obligation). IT Director, Ms. Lisa Fetsch, addressed the Court regarding Information Technology: FY 21 Budget Request and Capital Outlay Request – 7920. The Court then discussed the General Fund Summary; 2019 and 2020 Tax Rate; the Beginning Fund Balance; Revenues and the Ending Fund Balance.

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**ORDER RECESSING SPECIAL SESSION**

On this the 14 day of July, 2020, at 11:19 o'clock a.m., Judge Felton announced that this meeting of July 14, 2020 stands in recess until 1:00 p.m.

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**ORDER RECONVENING SPECIAL SESSION**

On this the 14 day of July, 2020, at 1:01 o'clock p.m. the Court reconvened in Special Session with Judge Felton presiding and Commissioners: Patricia Miller, Will Jones, Ben Perry and the Clerk thereof being in attendance, the following proceedings were had and done to-wit:

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The Court went back to Item E. 1. Re: FY 21 Budget: Discussion and/or Action re: Matters relative to the FY 21 Budget / 2020 Tax Rate, including, but not limited to, Budget Policies, Priorities, Timelines, Updates from the County Auditor and/or Budget Work Sessions, as needed.

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**DISCUSSION ONLY:**

**DISCUSSION AND/OR ACTION RE: MATTERS RELATIVE TO THE FY 21  
BUDGET / 2020 TAX RATE, INCLUDING, BUT NOT LIMITED TO,  
BUDGET POLICIES, PRIORITIES, TIMELINES, UPDATES FROM  
THE COUNTY AUDITOR AND/OR BUDGET WORK  
SESSIONS, AS NEEDED**

**RE: THE FY 21 BUDGET**

On this the 14 day of July, 2020, came on for consideration the matter Regarding the FY 21 Budget: Discussion and/or Action regarding Matters relative to the FY 21 Budget / 2020 Tax Rate, including, but not limited to, Budget Policies, Priorities, Timelines, Updates from the County Auditor and/or Budget Work Sessions, as needed. The Court discussed the following matter regarding the FY 21 Budget: Personnel Request. Human Resources Director, Ms. Amanda Talbert addressed the Court regarding Personnel Request for various County Departments. The Court discussed the following matters related to the FY 21 Budget: New Positions Request; County Jail – 2410; County Sheriff – 2200; Jack Harwell Detention Center – 2411; Jack Harwell Medical – 2415; Constable Precinct 1 – 3110; Human Resources – 0070 and Purchasing – 0550. Purchasing Director, Mr. Ken Bass, addressed the Court regarding his FY 21 Budget: New Position Request. Human Resources Director, Ms. Amanda Talbert, addressed the Court regarding her FY 21 Budget: New Position Request. The Court discussed FY 21 Budget Request: New Positions regarding Justice of Peace Precincts and Constable, Precinct 1 – 3110.

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**ORDER RECESSING SPECIAL SESSION**

On this the 14 day of July, 2020, at 1:49 o'clock p.m., Judge Felton announced that this meeting of July 14, 2020 stands in recess for ten minutes.

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**ORDER RECONVENING SPECIAL SESSION**

On this the 14 day of July, 2020, at 2:01 o'clock p.m. the Court reconvened in Special Session with Judge Felton presiding and Commissioners: Patricia Miller, Will Jones, Ben Perry and the Clerk thereof being in attendance, the following proceedings were had and done to-wit:

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The Court went back to Item E. 1. Re: FY 21 Budget: Discussion and/or Action re: Matters relative to the FY 21 Budget / 2020 Tax Rate, including, but not limited to, Budget Policies, Priorities, Timelines, Updates from the County Auditor and/or Budget Work Sessions, as needed.

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**DISCUSSION ONLY:**

**DISCUSSION AND/OR ACTION RE: MATTERS RELATIVE TO THE FY 21  
BUDGET / 2020 TAX RATE, INCLUDING, BUT NOT LIMITED TO,  
BUDGET POLICIES, PRIORITIES, TIMELINES, UPDATES FROM  
THE COUNTY AUDITOR AND/OR BUDGET WORK  
SESSIONS, AS NEEDED**

**RE: THE FY 21 BUDGET**

On this the 14 day of July, 2020, came on for consideration the matter Regarding the FY 21 Budget: Discussion and/or Action regarding Matters relative to the FY 21 Budget / 2020 Tax Rate, including, but not limited to, Budget Policies, Priorities, Timelines, Updates from the County Auditor and/or Budget Work Sessions, as needed. The Court discussed the following matters regarding the FY 21 Budget: Capital Outlay – Dept. 7920 and the County Sheriff – 2200.

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**ORDER RECESSING SPECIAL SESSION**

On this the 14 day of July, 2020, at 2:15 o'clock p.m., Judge Felton announced that this meeting of July 14, 2020 stands in recess for five minutes.

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**ORDER RECONVENING SPECIAL SESSION**

On this the 14 day of July, 2020, at 2:22 o'clock p.m. the Court reconvened in Special Session with Judge Felton presiding and Commissioners: Patricia Miller, Will Jones, Ben Perry and the Clerk thereof being in attendance, the following proceedings were had and done to-wit:

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The Court went back to Item E. 1. Re: FY 21 Budget: Discussion and/or Action re: Matters relative to the FY 21 Budget / 2020 Tax Rate, including, but not limited to, Budget Policies, Priorities, Timelines, Updates from the County Auditor and/or Budget Work Sessions, as needed.

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**DISCUSSION ONLY:**

**DISCUSSION AND/OR ACTION RE: MATTERS RELATIVE TO THE FY 21  
BUDGET / 2020 TAX RATE, INCLUDING, BUT NOT LIMITED TO,  
BUDGET POLICIES, PRIORITIES, TIMELINES, UPDATES FROM  
THE COUNTY AUDITOR AND/OR BUDGET WORK  
SESSIONS, AS NEEDED**

**RE: THE FY 21 BUDGET**

On this the 14 day of July, 2020, came on for consideration the matter Regarding the FY 21 Budget: Discussion and/or Action regarding Matters relative to the FY 21 Budget / 2020 Tax Rate, including, but not limited to, Budget Policies, Priorities, Timelines, Updates from the County Auditor and/or Budget Work Sessions, as needed. The Court discussed the following matter regarding the FY 21 Budget: County Sheriff – 2200. Lieutenant, David Ives, addressed the Court regarding the following matters related to the FY 21 Budget: New Position Request; County Sheriff—2200; County Jail – 2410 and Jack Harwell Detention Center – 2415. The Court discussed the following matter relative to the FY 21 Budget: Budget Increases regarding various County Departments. Human Resources Director, Ms. Amanda Talbert, presented to the Court regarding Human Resources Actions. The Court then discussed Human Resources – 0070; the Cost of Living Adjustment (COLA); the Incentive Pay Program; Discretionary spending; TCDRS; New Position Request for various County Departments.; Budgetary Cuts; the General Fund – 001; Maintenance of Buildings – 0110; Maintenance of Equipment – 0120; County Wide – 0190; Elections – 0410; Tax Office – Ad Valorem – 0590; Tax Office –West Substation – 0594; Information Technology – Dept. 0630 and Specialty Courts – 1455.

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Commissioner Miller left the Commissioner's Court Meeting at 3:35 p.m.

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**DISCUSSION ONLY:**

**DISCUSSION AND/OR ACTION RE: MATTERS RELATIVE TO THE FY 21  
BUDGET / 2020 TAX RATE, INCLUDING, BUT NOT LIMITED TO,  
BUDGET POLICIES, PRIORITIES, TIMELINES, UPDATES FROM  
THE COUNTY AUDITOR AND/OR BUDGET WORK  
SESSIONS, AS NEEDED**

**RE: THE FY 21 BUDGET**

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**ORDER RECESSING SPECIAL SESSION**

On this the 14 day of July, 2020, at 4:08 o'clock p.m., Judge Felton announced that this meeting of July 14, 2020 stands in recess until 9:00 a.m. on July 15, 2020.

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**ORDER RECONVENING SPECIAL SESSION**

On this the 15 day of July, 2020, at 9:01 o'clock a.m. the Court reconvened in Special Session with Judge Felton presiding and Commissioners: Kelly Snell, Patricia Miller, Will Jones, Ben Perry and the Clerk thereof being in attendance, the following proceedings were had and done to-wit:

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The Court went back to Item E. 1. Re: FY 21 Budget: Discussion and/or Action re: Matters relative to the FY 21 Budget / 2020 Tax Rate, including, but not limited to, Budget Policies, Priorities, Timelines, Updates from the County Auditor and/or Budget Work Sessions, as needed.

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**DISCUSSION ONLY:**

**DISCUSSION AND/OR ACTION RE: MATTERS RELATIVE TO THE FY 21  
BUDGET / 2020 TAX RATE, INCLUDING, BUT NOT LIMITED TO,  
BUDGET POLICIES, PRIORITIES, TIMELINES, UPDATES FROM  
THE COUNTY AUDITOR AND/OR BUDGET WORK  
SESSIONS, AS NEEDED**

**RE: THE FY 21 BUDGET**

On this the 15 day of July, 2020, came on for consideration the matter Regarding the FY 21 Budget: Discussion and/or Action regarding Matters relative to the FY 21 Budget / 2020 Tax Rate, including, but not limited to, Budget Policies, Priorities, Timelines, Updates from the County Auditor and/or Budget Work Sessions, as needed. The Court discussed the following matters related to the FY 21 Budget: County Sheriff: New Position Request. Lieutenant Mr. David Ives, and addressed the Court regarding the County Sheriff: FY 21 Budget Request. The Court discussed the following matters regarding the FY 21 Budget: Estimated Ending Fund Balance; Additional Increases: Justice of the Peace Positions; District Judges Salaries; the Cost of Living Adjustment (COLA); Incentive Pay; Transfer to Other Funds – 9110; County Wide Road and Bridge Activity – 3650; Estimated Ending Fund Balance; Target Fund Balance; FY 21 Tax Rate; New Position Request; County Sheriff – 2200; Jack Harwell Medical – 2415 and the Jack Harwell Detention Center.

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**AGENDA: JULY 14, 2020**

**F. Additional Items for Discussion and Potential Action:**

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| 1. Discussion and/or Action on Matters Regarding Covid-19 including but not limited to Staffing, Emergency Appropriations, Precautions and Plans, Restrictions to Prevent the Spread of COVID-19, Personnel Compensation and Benefit Matters, Health and Safety Procurements, Technology Procurements for Criminal Justice System to Allow for Operations to Continue Safely, Technology Procurements to Allow for Remote Meeting Participation, Reports on Progression of COVID-19, and related matters | <b>None</b> |
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**CD-571, 10:24**

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**ORDER ADJOURNING SPECIAL SESSION**

On this the 15 day of July, 2020, at 10:25 o'clock a.m. Judge Felton announced that the meeting of July 14, 2020 is adjourned.

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**APPROVAL OF MINUTES**

The above and foregoing minutes having been read in open Court and found to be correct, the same are hereby, approved this the \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
**Kelly Snell,  
Commissioner Precinct 1**

\_\_\_\_\_  
**Patricia Chisolm-Miller,  
Commissioner Precinct 2**

\_\_\_\_\_  
**Will Jones,  
Commissioner Precinct 3**

\_\_\_\_\_  
**Ben Perry,  
Commissioner Precinct 4**

\_\_\_\_\_  
**Scott M. Felton,  
County Judge**

**ATTEST: J. A. "Andy" Harwell,  
McLennan County Clerk**

By \_\_\_\_\_ Deputy County Clerk

**Myrce'tez Gowan-Perkins**