FY 2027 Department Funding Request

Department/Program #	Department Name / Program	Priority #	Department Improvement Title
44001-0001	44001 - EQUIPMENT SERVICES/0001 - ADMIN	1	Tool Allowance Increase

Budget Category, FINAL Recommendation and Comments

FINAL Budget Department Category	FINAL RECOMMENDATION for Funding	Comments (if any)
F-Supported	Supported	At $1,200, allowance will align department with surrounding entities such as McKinney and Richardson. This adjustment will strengthen County operations by improving recruitment and retention.

WHY is this request needed?

Equipment Services Technicians are required to provide their own tools and tool boxes to perform preventative maintenance, outfitting, and repairs on Collin County vehicles & equipment. After contacting neighboring municipalities and governmental agencies, it was found that the tool allowance for the Collin County Equipment Services employees is substanially low. The survey showed the following: McKinney $1200 annual/Richardson $1200 annual/Plano $1000 annual/Frisco $1500/NTMWD provides tools & tool boxes/NTTA provides tools & tool boxes.

WHAT are you requesting?

Equipment Services is requesting to increase the annual tool allowance for Technicians from $300 to $1500.

HOW will this benefit your office and/or the County?

This increase allows Equipment Services technicians to purchase and/or replace quality tools to perform their job. Retaining quality Technicians is a big concern in the automotive industry. This improvement will keep Collin County competitive with the other local entities that provide tool allowances.

Is there statutory authority for this request?	No	Will this generate revenue?	No	If Yes, potential amount?	

MAINTENANCE/OPERATIONS EXPENSES (SUPPLIES, DUES, MAINTENANCE, ETC):

Account Description	Details	Amount Requested	Budget Dept. Comments	FY 2027 Supported Amount
Tool Allowance	Eight (8) Equipment Serices Technicians X $1200/each	$9,600.00	Eight (8) Equipment Serices Technicians X $900/each	$7,200.00
	Requested Subtotal:	$9,600.00	Supported Total:	$7,200.00

Total Estimated Department Request: $9,600.00

Updated Total Department Request: $9,600.00

SUPPORTED Total Department Request Utilizing FY 2027 Funds: $7,200.00

RECOMMENDED Total Department Request Utilizing FY 2026 Funds: $0.00

ANALYSIS

Statistical Analysis

LINE ITEM TRENDS

514172 - TFB-TOOL ALLOWANCE

Fiscal Year	Adopted Amount	% Change in BUDGET	Actuals	% Change in ACTUALS	Difference in Budget vs Actual	Comments / Findings
FY 2018	$2,400		$2,400.00		$0.00	
FY 2019	$2,400	0.0%	$2,100.00	-12.5%	$300.00	
FY 2020	$2,400	0.0%	$2,400.00	14.3%	$0.00	
FY 2021	$2,400	0.0%	$2,100.00	-12.5%	$300.00	
FY 2022	$2,400	0.0%	$2,400.00	14.3%	$0.00	
FY 2023	$2,400	0.0%	$2,400.00	0.0%	$0.00	
FY 2024	$2,400	0.0%	$2,400.00	0.0%	$0.00	
FY 2025	$2,400	0.0%	$2,269.98	-5.4%	$130.02	
FY 2026 as of 2nd Quarter	$2,400	0.0%	$2,400.00		$0.00	
FY 2026 Year-End Estimate	$2,400	0.0%	$2,400.00	5.7%	$0.00	
Fiscal Year	**FY 2027 Base**	**Request Amount**	**New Total**	**% Change from YE Estimate**	**% Change from FY 2026 Adopted**	**Comments / Findings**
Total FY 2027 Base plus this Dept. Request	$2,400	$9,600	$12,000	400.0%	400.0%	

FY 2027 Department Funding Request

Department/Program #	Department Name / Program	Priority #	Department Improvement Title
44001-0001	44001 - EQUIPMENT SERVICES/0001 - ADMIN	2	Overtime Funds

Budget Category, FINAL Recommendation and Comments

FINAL Budget Department Category	FINAL RECOMMENDATION for Funding	Comments (if any)
F-Supported	Supported	Historical overtime expenditures support funding need. Most common reason they receive overtime is for weekend work being done with CSCD.The department can continue utilizing comp-time under current policy, and proactive management of both OT and comp-time will help address increased workloads during peak construction season.

WHY is this request needed?

Equipment Services requests to discontinue the practice of issuing comp time when work is performed outside of normal business hours, and to provide its employees with paid overtime. Comp time is a liability for Equipment Services and creates a conflict with PTO time when taking time off, particularly during the peak construction season.

WHAT are you requesting?

Equipment Services requests an increase of $11,000.00 in the Over Time line item to accommodate the anticipated hours worked beyond regular business hours in FY27.

HOW will this benefit your office and/or the County?

This increase will enable Equipment Service employees to work overtime without having to balance their comp time and paid time off. This adjustment will facilitate increased staffing levels during the peak construction season and other emergency situations.

Is there statutory authority for this request?	No	Will this generate revenue?	No	If Yes, potential amount?	

MAINTENANCE/OPERATIONS EXPENSES (SUPPLIES, DUES, MAINTENANCE, ETC):

Account Description	Details	Amount Requested	Budget Dept. Comments	FY 2027 Supported Amount
Salary Wages/Overtime	Increase the Equipment Service OT fund by $11K	$11,000.00		$11,000.00
	Requested Subtotal:	$11,000.00	Supported Total:	$11,000.00

Total Estimated Department Request: $11,000.00

Updated Total Department Request: $11,000.00

SUPPORTED Total Department Request Utilizing FY 2027 Funds: $11,000.00

RECOMMENDED Total Department Request Utilizing FY 2026 Funds: $0.00

ANALYSIS

Q & A Discussions with Department

Sent To:	Date Sent	Comment	Date Received	Responder's Name	Comment
J. Kleinheksel	3/20/2026		3/26/2026		

Questions TO Department	Response From Department
o What methodology was used to calculate the overtime needed to reduce comp balances, and how does this timeline align with peak construction season?	PW utilized figures from FY25 regarding Paid OT, Premium Comp and Straight Comp to determine the funding for the OT line item. PW will utilize the new PTO/Comp time policy in order to reduce comp time balances. However, as employees are reducing comp time, their PTO balances are increasing, and comp time balances will continue to increase through the peak construction season.
o What is the operational strategy for using overtime to lower balances, and are you prioritizing staff with the highest accruals?	PW will continue to utilize the new PTO/Comp time policy to reduce comp time balances.
o If this initiative successfully reduces comp time, will future overtime requests be decreased accordingly?	PW intends to eliminate any comp time balances by strictly offering paid OT. It is not guaranteed that OT requests will decrease, as those hours are directly tied to emergencies and project timelines.

Sent To:	Date Sent	Comment	Date Received	Responder's Name	Comment
J. Kleinheksel	6/3/2026		6/4/2026	D. Shepherd	

Questions TO Department	Response From Department
Are Equip Svs employees still working with CSCD on Saturdays.	Yes.

Q & A Discussions with Human Resources

Sent To:	Date Sent	Comment	Date Received	Responder's Name	Comment

Questions to Human Resources	Response From Human Resources
What specific role is HR playing in the development and oversight of the plan to reduce compensatory time within the Equipment Services Department?	Management of Comp Time is handled by department. The department has slower times during the year where comp time could be used. Comp time appears to be minimal or at the degree that could be handled at slow periods.
What alternatives to overtime are being evaluated to manage workload while reducing comp time accrual?	Recruiting efforts should be able to assist the department in getting fully staffed to better assist with the workload.
To provide necessary context, could you provide a historical report of comp time hours earned and used over the last three fiscal years?	Attached in subsequent tabs.

Sent To:	Date Sent	Comment	Date Received	Responder's Name	Comment
M.Talley	6/11/2026		6/12/2026	R.Lakey	

Questions to Human Resources	Response From Human Resources
In Road and Bridge what constitutes Comp-time vs. OT?	The most common reason they receive overtime is for the Saturday work they do with CSCD. Occasionally they will receive OT for unexpected emergency situations that come up on weekends such as a tree down on a county road.

FY 2027 Department Funding Request

Department/Program #	Department Name / Program	Priority #	Department Improvement Title
44001-0001	44001 - EQUIPMENT SERVICES/0001 - ADMIN	2	Overtime Funds

Statistical Analysis

LINE ITEM TRENDS

504015 - SAL/WAGES-OVERTIME

Fiscal Year	Adjusted Amount	% Change in BUDGET	Actuals	% Change in ACTUALS	Difference in Budget vs Actual	Comments / Findings
FY 2018	$7,173		$5,726.72		$1,446.28	
FY 2019	$7,173	0.0%	$3,574.51	-37.6%	$3,598.49	
FY 2020	$0	-100.0%	$8,134.85	127.6%	-$8,134.85	
FY 2021	$0	#DIV/0!	$5,217.66	-35.9%	-$5,217.66	
FY 2022	$0	#DIV/0!	$4,363.05	-16.4%	-$4,363.05	
FY 2023	$0	#DIV/0!	$5,530.80	26.8%	-$5,530.80	
FY 2024	$7,720	#DIV/0!	$7,720.67	39.6%	-$0.67	
FY 2025	$8,086	4.7%	$5,129.60	-33.6%	$2,956.40	
FY 2026 as of 2nd Quarter	$6,000	-25.8%	$2,993.07		$3,006.93	
FY 2026 Year-End Estimate	$6,000	-25.8%	$5,986.14	16.7%	$13.86	
Fiscal Year	**FY 2027 Base**	**Request Amount**	**New Total**	**% Change from YE Estimate**	**% Change from FY 2026 Adopted**	**Comments / Findings**
Total FY 2027 Base plus this Dept. Request	$0	$11,000	$11,000	83.8%	83.3%	

STATISTICS - MULTI DEPARTMENT COMPARISON

Comp Hours

	4401		75001		75040				
Fiscal Year	**# of Comp Hours**	**% Change**	**# of Comp Hours**	**% Change**	**# of Comp Hours**	**% Change**		**% Change**	**Comment**
FY 2023	319	#DIV/0!	759	#DIV/0!	47	#DIV/0!		#DIV/0!	
FY 2024	260	-18.6%	739	-2.7%	24	-49.2%		#DIV/0!	
FY 2025	206	-20.6%	1,389	88.1%	5	-79.4%		#DIV/0!	
FY 2026 as of 3rd Quarter	111		306		2				
FY 2026 Year-End Estimate	221	7.3%	612	-56.0%	3	-38.5%		#DIV/0!	