

STATE OF TEXAS  
COUNTY OF COLLIN

COMMISSIONERS' COURT  
MEETING MINUTES  
AUGUST 15, 2016

On Monday, August 15, 2016, the Commissioners' Court of Collin County, Texas, met in Regular Session in the Commissioners' Courtroom, Jack Hatchell Collin County Administration Building, 4th Floor, 2300 Bloomdale Road, City of McKinney, Texas, with the following members present, and participating, to wit:

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

Judge Self led the Invocation.  
Commissioner Fletcher led the Pledge of Allegiance.  
Commissioner Williams led the Pledge of Allegiance to the Texas Flag.

1. Judge Self called to order the meeting of the Collin County Commissioners' Court at 1:30 p.m. and adjourned the meeting at 3:52 p.m.

President Self called to order the meeting of the Collin County Health Care Foundation at 3:53 p.m. and adjourned the meeting at 3:53 p.m.

President Self called to order the meeting of the Collin County Toll Road Authority at 3:53 p.m. and adjourned the meeting at 3:53 p.m.

#### FYI NOTIFICATION

1. AI-34688 Outstanding Agenda Items, Commissioners Court.

#### 2. Addenda:

a. AI-41951 No. 1 to Road Materials, Aggregate Materials (IFB No. 2016-129) to extend the bid date, Purchasing.

b. AI-41948 No. 1 to Road Materials: Cement Treated Base and Cement Stabilized Backfill (IFB No. 2016-115) to extend the bid date, Purchasing.

c. AI-41950 No. 1 to Road Striping (IFB No. 2016-126) to extend the bid date, Purchasing.

d. **AI-41947** No. 1 to Services: Mowing and String/Tree Trimming (IFB No. 2016-262) to extend the bid date, Purchasing.

e. **AI-41966** No. 2 and 3 to Construction, Myers Park Maintenance/Storage Building (IFB No. 2016-248) to make various changes to the Invitation for Bid, Purchasing.

**3. Notification of budget adjustment(s)/amendment(s), Auditor:**

a. **AI-41968** \$27,930 to establish the budget for the FY 2017 Cities Readiness Initiative (CRI) Grant.

b. **AI-41969** \$113,280 to establish the budget for the FY 2017 Public Health Emergency Preparedness (PHEP)/Hazards Grant.

**2. Public Comments.**

Pat Coyle, Heartland Asphalt Materials, came forward to speak on behalf of Matt Hunt, Account Manager at Heartland Asphalt Materials, regarding the emulsified asphalt bid. Mr. Coyle asked for the Court's consideration in the bidding process stating the market has changed and the asphalt market is at a low. (Time: 1:36 p.m.)

John Hoelzel, Sr., Joan Abrams, Mary Chintapalli, Sergeant A. D. Paul, and Jim Davis individually came before the Court to speak in favor of the MHMC (Mental Health Managed Counsel) position held by Alyse Ferguson. Ms. Ferguson has been the point of contact for several agencies, reduced the amount of jail time for mentally ill patients, and saved more than \$650,000 of taxpayer money over the last two years. (Time: 1:47 p.m.)

Roy Serpa, Fairview, came forward to comment on the FY2017 Budget. Mr. Serpa complimented the Court and Public Works Department for the testing of new substrates for the roads and said this is a great investment and will yield significant savings. Mr. Serpa then questioned how a proposal for a five percent increase in salaries could be presented. (Time: 1:49 p.m.)

Peter Baily, McKinney, came forward to talk about public transportation. Currently the County has no transportation system and this affects citizens who have medical appointments and no form of transportation. Mr. Baily proposed that a high level committee be formed to address the issue. (Time: 1:52 p.m.)

### **3. Presentation/Recognition:**

#### **a. Service Pins, Human Resources.**

Judge Barnett Walker, County Court at Law 2, presented Lisa Todd, Court Administrator, with her 35-year service pin. Ms. Todd is third on the longevity list at Collin County. (Time: 1:33 p.m.)

**4. Consent agenda to approve:** Judge Self asked for comments on the consent agenda. Commissioner Hill pulled item 4h4, Commissioner Webb pulled items 4h3 and 4h5, and Commissioner Fletcher pulled item 4f2. With no further comments, a motion was made to approve the remainder of the consent agenda. (Time: 1:53 p.m.)

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

**a. AI-41942** Disbursements for the period ending August 9, 2016, Auditor.

**COURT ORDER NO. 2016-571-08-15**

#### **b. Award(s):**

**1. AI-41967** Design and Fabrication of Early Voting Workstations (IFB No. 2016-265) to Election Works Inc., Elections.

**COURT ORDER NO. 2016-572-08-15**

#### **c. Agreement(s):**

**1. AI-41882** Interlocal Cooperation Contract with the Collin County Sheriff's Office (CCSO) and the Community Supervision and Corrections Department (CSCD) for the SCORE Program (Sheriff's Convicted Offender Re-Entry Effort), Adult Probation.

**COURT ORDER NO. 2016-573-08-15**

**2. AI-41931** 2017 State and Local Task Force Agreement with the United States Department of Justice, Drug Enforcement Administration (DEA) for continued participation in the DEA Task Force to include reimbursement of overtime expenses for 1 deputy in the amount of \$17,753 in federal funds, Sheriff.

**COURT ORDER NO. 2016-574-08-15**

**3. AI-41989** Interlocal Agreement with the Celina Independent School District for Child Abuse, Investigation Services and Law Enforcement Services for an annual amount of \$1,000 commencing on July 1, 2016 through and including September 30, 2019, Sheriff.

**COURT ORDER NO. 2016-575-08-15**

**4. Funding Agreement(s) for funding through the FY2016 Historical Commission Grant Program, Historical Commission:**

a. **AI-41976** Anna Area Historic Preservation Society in the amount of \$4,500 for restoration of the Anna Train Depot.

**COURT ORDER NO. 2016-576-08-15**

b. **AI-41978** Bear Creek Cemetery Foundation in the amount of \$2,000 for tree removal and pruning.

**COURT ORDER NO. 2016-577-08-15**

c. **AI-41977** Chambersville Cemetery Association in the amount of \$3,000 for marker repair, cleaning and leveling of monuments.

**COURT ORDER NO. 2016-578-08-15**

d. **AI-41979** Collin County Historical Society and Museum in the amount of \$2,446 for interactive history classrooms.

**COURT ORDER NO. 2016-579-08-15**

e. **AI-41980** Heritage Association of Frisco in the amount of \$1,445 for an interactive museum exhibit.

**COURT ORDER NO. 2016-580-08-15**

f. **AI-41985** Heritage Farmstead Association in the amount of \$3,400 to publish a children's story book and create a children's tour.

**COURT ORDER NO. 2016-581-08-15**

g. **AI-41981** Heritage Guild of Collin County in the amount of \$2,875 to replace the windows and porch ceiling on the Dulaney Cottage.

**COURT ORDER NO. 2016-582-08-15**

h. **AI-41982** Murphy Historical Society in the amount of \$500 for printing of the Murphy Family Cemetery book.

**COURT ORDER NO. 2016-583-08-15**

i. **AI-41984** John Abston Chapter of the National Society Daughters of the American Revolution in the amount of \$4,034 for Abston Cemetery stones cleaning and leveling.

**COURT ORDER NO. 2016-584-08-15**

j. **AI-41983** Plano Old City Cemetery Association in the amount of \$800 for the wildflower restoration project.

**COURT ORDER NO. 2016-585-08-15**

**d. Amendment(s):**

1. **AI-41883** No. 3 to the Interlocal Agreement with the City of Farmersville (Agreement No. 2014-058) for Fire Inspection and Fire Plan Review Services for Commercial Buildings for an annual amount of \$5,750, extend the contract for one (1) year through and including September 30, 2017 and further authorize the Purchasing Agent to finalize and execute same, Fire Marshal.

**COURT ORDER NO. 2016-586-08-15**

**e. Contract Renewal(s):**

1. **AI-41941** Insurance, Long Term Care (IFB No. 07710-09) with Unum Life Insurance Company of America to extend the contract for one (1) year through and including December 31, 2017, Human Resources.

**COURT ORDER NO. 2016-587-08-15**

2. **AI-41902** Insurance, Third Party Claims Administration (RFP No. 2013-332) with TriStar Risk Management to extend the contract for one (1) year through and including September 30, 2017, Human Resources.

**COURT ORDER NO. 2016-588-08-15**

3. **AI-41960** Supplies: OEM Toner Cartridges for Laser and Inkjet Printers (IFB No. 2015-344) with Office Depot, Inc. to extend the contract for one (1) year through and including September 30, 2017, Purchasing.

**COURT ORDER NO. 2016-589-08-15**

4. **AI-41949** Supplies: OEM Toner Cartridges for Laser and Inkjet Printers (IFB No. 2015-344) with Staples Technology Solutions to extend the contract for one (1) year through and including September 30, 2017, Purchasing.

**COURT ORDER NO. 2016-590-08-15**

5. **AI-41959** Supplies: OEM Toner Cartridges for Laser and Inkjet Printers (IFB No. 2015-344) with The Office Pal to extend the contract for one (1) year through and including September 30, 2017, Purchasing.

**COURT ORDER NO. 2016-591-08-15**

**f. Budget adjustment(s)/amendment(s):**

1. **AI-41975** \$3,100 to cover the integration of the new Adult Detention freezer into the countywide facility automation system, Construction & Projects.

**COURT ORDER NO. 2016-592-08-15**

2. **AI-41997** \$150,000 to cover County Wide postage needs for the remainder of FY 2016, Budget.

Commissioner Fletcher pulled this item, which is partly due to changes related to passport mailings, to ask about the impact on the profits made on passports. The Commissioner asked if the fee schedule should be adjusted. Monika Arris, Budget, said they are in the process of updating the fee schedule, and she will be meeting with the District Clerk to discuss it. With no further discussion, a motion was made to approve the item. (Time: 1:55 p.m.)

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

**COURT ORDER NO. 2016-593-08-15**

**g. Filing of the Minute(s), County Clerk:**

1. **AI-41954** July 25, 2016.

**COURT ORDER NO. 2016-594-08-15**

2. **AI-41990** August 1, 2016.

**COURT ORDER NO. 2016-595-08-15**

**h. Miscellaneous**

1. **AI-42021** Rescind Court Order 2011-916-11-14 Tax Abatement Policy and no longer participate in property tax abatements that are authorized by Chapter 312 of the Texas Tax Code, Administrative Services.

**COURT ORDER NO. 2016-596-08-15**

2. **AI-42020** Rescind Court Order 2012-085-02-06 and discontinue the 50/3 Program, Administrative Services.

**COURT ORDER NO. 2016-597-08-15**

3. **AI-41899** Amended Statement of Grant Award for the FY2014 Single-year Discretionary Grant for e-Management through the Texas Indigent Defense Commission to extend the grant period through and including August 31, 2017, Auditor.

Commissioner Webb pulled this item to ask if it was moving forward. Caren Skipworth, IT, explained this has been extended due to issues with the vendor that was awarded the grant. The vendor lost a key staff member and was not able to finish the deliverables on time. The deliverables are requirements for all six counties participating in the grant and will be wrapped up by August 31, 2016. With no further discussion, a motion was made to approve the item. (Time: 1:57 p.m.)

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

**COURT ORDER NO. 2016-598-08-15**

4. **AI-42000** Sale of property located in the D J Jaynes Survey, Farmersville, Texas (.0087 acres of land out of Abstract 471, Block 2, Tract 51) as described at the Appraisal District in Geographic ID Number R647100205101 to Kashif Riaz upon the payment of \$100, County Judge.

Commissioner Hill pulled this item for the following reasons: 1) it appears to be attached to the property immediately north of it, and the Commissioner is unsure if that property owner is aware of the sale; 2) the property is landlocked and has no access to roadways; and 3) the property is very close to US-380 which may be expanded requiring the County to buy back the property. Commissioner Hill spoke with the Farmersville City Manager who has no issues with the County refusing the offer to purchase the property for \$100. Commissioner Webb agreed and wanted to make sure the property owners to the north were aware of the situation. Commissioner Hill said the City of Farmersville will follow up with the property owner to the north. No motion was made to sell the property. (Time: 2:02 p.m.)

**NO ACTION TAKEN**

5. **AI-41987** Declare the attached list of Collin County property as surplus and authorize the Purchasing Agent to sell via on-line auction per V.T.C.A. Local Government Code 263 and authorize advertising for same, Purchasing.

Commissioner Webb pulled this item because there were several Panasonic Toughbooks on the list and the Commissioner wanted to know if that was part of the normal refresh. Caren Skipworth, IT, said they are part of the five-year refresh for the Sheriff's Office. Also there were two 2015 Ford Police Interceptors on the list. Judge Self said these are based on Jon Kleinheksel's (Public Works) algorithm for replacement.

In the future, Judge Self would like IT to sign off on these lists. Michalyn Rains, Purchasing, said nothing is surplus without approval from IT. With no further comments, a motion was made to approve the item. (Time: 2:05 p.m.)

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

**COURT ORDER NO. 2016-599-08-15**

6. **AI-42001** Personnel Appointments, Human Resources.

**COURT ORDER NO. 2016-600-08-15**

7. **AI-42002** Personnel Changes, Human Resources.

**COURT ORDER NO. 2016-601-08-15**

### **GENERAL DISCUSSION**

5. **AI-41986** Road Materials, Emulsified Asphalt (IFB No. 2016-127), Public Works.

Judge Self asked that this item be put back on the agenda so the Court could determine the best possible solution. Commissioner Webb changed his mind and would like to go back to his original position which is to reject the bid and rebid. Commissioner Fletcher agreed saying the Court needs to do what is right for the taxpayers and that is getting the best price. With no further discussion, a motion was made to reject IFB No. 2016-127 and to approve the specs and authorize the advertisement of Bid No. 2016-296. (Time: 2:08 p.m.)

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

**COURT ORDER NO. 2016-602-08-15**

6. **AI-41875** Results of compensation program analysis conducted by Korn Ferry Hay Group, Human Resources.

Paul Glogowski, Korn Ferry Hay Group, came forward with a PowerPoint presentation showing the results of the County's Compensation Program analysis. Mr. Glogowski reviewed the project objectives. Based on their analysis and knowledge of market practices, Collin County does not practice anything in conflict with standard compensation practices, particularly relative to other public sector organizations. Any difficulty Collin County currently experiences in attracting and retaining employees cannot be directly attributed to the approaches and practices of the compensation and benefits framework.



When compared to the private sector, the County is not as well aligned. While there are no annual incentive programs or bonus plans in the public sector, over 70% of the private sector has annual incentive/bonus plans. Regarding wage compression, the private sector has greater flexibility in implementing various pay delivery practices.

The County uses a market-based compensation system and utilizes separate base pay structures for different employee groups allowing it to tailor compensation structures to accommodate differences in the market. In order to maintain market competitiveness, the County utilizes an annual process of analyzing market data to assess the need for base salary structure modifications. Regarding promotions, Mr. Glogowski suggested the Court consider modifying its policy to reflect different "sizes" of promotions (one grade vs two grades). Overall, the structures the County uses to administer base salary are in line with market best practices.

The County's PFP (Pay for Performance) Program is a reasonable process for differentiating pay based on performance. Participants can currently receive a maximum increase of 150% of target. Mr. Glogowski suggests the Court consider increasing the maximum to 200% of target especially for the high performers. There was a brief conversation regarding forced distribution which forces managers who rank all employees equally to distinguish between high and low performers. When determining the PFP budget, Mr. Glogowski recommends not focusing on CPI (cost of living) increases because this is the leading cause of wage compression. Instead the County should consider using analysis of aggregate actual pay versus aggregate pay targets or midpoints.

Collin County's market benchmarking practices are, in aggregate, aligned with best practice. The County matches jobs to market data using its understanding of the job and not by title alone. The County leverages multiple data sets including a custom survey of the public sector market as well as broader data sets from published surveys. Data is gathered using averages, and it was recommended to use the 50<sup>th</sup> percentile or median when available. The most recent custom survey gathered data from 14 cities and counties. Mr. Glogowski recommended targeting a minimum of 20 total participants and suggested adding the Cities of Carrollton, Garland, Richardson and Denton as well as the Counties of Grayson, Cameron, Nueces, Brazoria, Bell, Galveston and Lubbock. The Court questioned the use of data from some of these counties. Mr. Glogowski suggested filtering the cities and counties to use only the ones that the County might want to get people from or is afraid of losing people to.

Wage compression is an administrative challenge and not limited to public sector organizations. Solutions typically involve significant and periodic investment in addition to normal annual compensation budgets. Mr. Glogowski presented two concepts for possible solutions to wage compression. The first is to conduct an equity analysis every five years to identify employees misaligned to the midpoint of their job giving consideration to their tenure in that job/grade. The second concept is to consider modifying the PFP increase calculation to include a position in range concept. This approach is used annually and can slowly alleviate compression issues.

The next issue was hot jobs which are jobs characterized by a combination of difficulty in finding candidates with a certain skill set as well as retaining employees with a certain skill set. Currently, the County does not have a formal process or structure to accommodate hot jobs. Mr. Glogowski recommended a process for identifying hot jobs which could include a stipend.

Bonus programs are useful tools to drive clear performance goals. Spot bonus programs provide employees clear linkages to what the organization values by providing rewards within a very short timeframe from the action being rewarded. Mr. Glogowski recommended the County continue its spot bonus program, GEM (Going the Extra Mile) awards, and consider a minimum monetary payout of \$250 in order to provide an impactful message.

Regarding benefits, Collin County is competitive with the public sector on medical coverage, dental coverage, vision, retirement plan employer contribution and vacation time. No change in benefits was recommended. Finally, Mr. Glogowski presented a timeline to change, gain final approval, communicate and implement the recommended changes to the County's Compensation Program. (Time: 3:44 p.m.)

**NO ACTION TAKEN**

**7. AI-33858 RTC monthly update, Commissioner, Precinct 4.**

Commissioner Webb updated the Court on the last RTC (Regional Transportation Commission) meeting. They did approve the 25% Disadvantaged Business Enterprise Participation Goal for FY2017-FY2019 for U.S. Department of Transportation contracting opportunities.

Next there was a push to get more elected officials to attend and support the region's police and first responders. There was a request for RTC funding to provide transit services for the elected officials to The BigX events. Plano Mayor Pro Tem, Lissa Smith, believes she can raise all the money which means the RTC's funding would be a backstop.

The resolution to the Texas Transportation Commission regarding funding levels was tabled again. There were some pointed questions sent to TxDOT (Texas Department of Transportation) regarding equitably dividing Proposition 5 money.

A letter to Senator Nichols thanking him for his efforts on protecting transportation tools and other transportation funding efforts was approved.

There was a lengthy discussion regarding the marketing efforts for the DFW Connector Pilot Program to increase toll tag usage. Both toll tags and ZipCash are used on these managed lanes. The collection rates are significantly higher for toll tags than ZipCash, and incentives for using toll tags were discussed. One idea was increasing the cost of using ZipCash by almost 90%. The most controversial idea was the concept of preloading a toll tag with \$20 as a credit to get more people to use it.

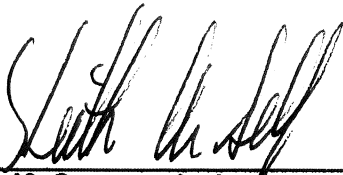
Lastly, there was an information item on the Regional 10-Year Plan, but there was nothing on the plan for Collin County. This will become an action item by the end of the year, and the Commissioner would like something on the map for Collin County. Judge Self said he and Commissioner Webb had attended a meeting with Michael Morris, NCTCOG, (North Central Texas Council of Governments) and TxDOT a few months ago and reviewed Collin County's list. Mr. Morris had made very positive statements but the Judge is concerned that there is still nothing on the 10-year plan. Commissioner Webb said the corridor studies are moving forward rapidly, and he will remind Mr. Morris of the discussions.

**NO ACTION TAKEN**

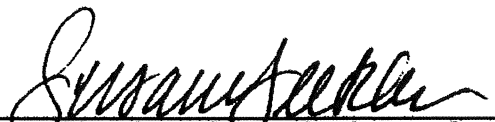
8. Possible future agenda items by Commissioners Court without discussion.

**EXECUTIVE SESSION**

The Court did not recess into Executive Session. There being no further business of the Court, Judge Self adjourned the meeting at 3:52 p.m.



Keith Self, County Judge



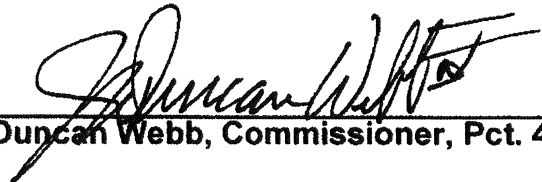
Susan Fletcher, Commissioner, Pct. 1



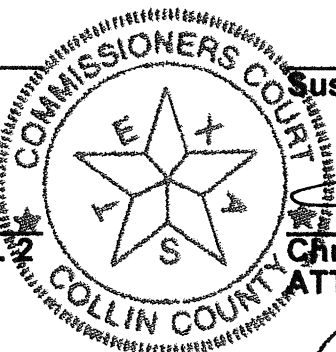
Cheryl Williams, Commissioner, Pct. 2



Chris Hill, Commissioner, Pct. 3



Duncan Webb, Commissioner, Pct. 4



ATTEST:



Stacey Kemp, Ex-Officio Clerk  
Commissioners' Court  
Collin County, TEXAS