

STATE OF TEXAS  
COUNTY OF COLLIN

COMMISSIONERS' COURT  
MEETING MINUTES  
AUGUST 8, 2016

On Monday, August 8, 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

Commissioner Webb led the Invocation.  
Judge Self led the Pledge of Allegiance.  
Commissioner Fletcher 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 recessed the meeting at 1:51 p.m. The meeting was reconvened at 2:21 p.m. and immediately recessed into Executive Session. The meeting was reconvened at 2:57 p.m. and adjourned at 2:58 p.m.

President Self called to order the meeting of the Collin County Health Care Foundation at 1:51p.m. and adjourned the meeting at 1:55 p.m.

President Self called to order the meeting of the Collin County Toll Road Authority at 1:55 p.m. and adjourned the meeting at 2:21 p.m.

**DECISIONS MANDATED BY LEGAL ENTITIES OUTSIDE OF COMMISSIONERS COURT AUTHORITY:**

1. AI-41895 Advertise for Services: GPS Offender Monitoring (RFP No. 2016-251), Adult Probation.

2. AI-41946 Personnel Appointments, Human Resources.

**FYI NOTIFICATION**

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

2. AI-41844 P-Card Disbursements, Auditor.

3. **AI-41988** North Texas Tollway Authority Notice of Issuance of Revenue Bonds, County Judge.

**2. Public Comments.**

**3. Presentation/Recognition.**

**4. Consent agenda to approve:** Judge Self pulled items 4i1 and 4k4, deleted item 4i2a and asked for comments on the remainder of the consent agenda. Commissioner Webb pulled items 4k2 and 4h1. Hearing no further comments, a motion was made to approve the remainder of the consent agenda. (Time: 1:32 p.m.)

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

a. **AI-41868** Disbursements for the period ending August 2, 2016, Auditor.  
**COURT ORDER NO. 2016-542-08-08**

b. **AI-41843** Tax refunds totaling \$268,358.53, Tax Assessor/Collector.  
**COURT ORDER NO. 2016-543-08-08**

**c. Advertisement(s):**

1. **AI-41918** Replacement of Vehicle Lifts at Service Center (IFB No. 2016-119) and budget amendment in the amount of \$199,199 for same, Construction & Projects.  
**COURT ORDER NO. 2016-544-08-08**

2. **AI-41903** Professional Services, Real Estate Broker Services (RFP No. 2016-289), Construction & Projects.  
**COURT ORDER NO. 2016-545-08-08**

**d. Award(s):**

1. **AI-41930** Services, Qualified Scheduling Entity (QSE) to Participate in ERCOT Program (RFP No. 2016-163), Facilities.  
**COURT ORDER NO. 2016-546-08-08**

**e. Amendment(s):**

1. **AI-41937** No. 15 to the Lease Agreement with Collin County Homeland Security for property located at the Collin County Courthouse, 2100 Bloomdale Road, McKinney, Texas 75071 to increase the square footage to 2,024 square feet and extend the lease for one (1) year through and including August 31, 2017, Construction & Projects.

**COURT ORDER NO. 2016-547-08-08**

**2. No. 3 to the Interlocal Agreement for Collin County to provide EMS services through American Medical Response (AMR) to extend the contract for one (1) year through and including October 31, 2017 and further authorize the Purchasing Agent to finalize and execute same, Fire Marshal:**

a. **AI-41921** City of Anna for an annual amount of \$143,172.70.

**COURT ORDER NO. 2016-548-08-08**

b. **AI-41922** City of Blue Ridge for an annual amount of \$12,031.79.

**COURT ORDER NO. 2016-549-08-08**

c. **AI-41923** City of Farmersville for an annual amount of \$41,138.70.

**COURT ORDER NO. 2016-550-08-08**

d. **AI-41924** City of Josephine for an annual amount of \$15,449.59.

**COURT ORDER NO. 2016-551-08-08**

e. **AI-41925** City of Lowry Crossing for an annual amount of \$24,063.57.

**COURT ORDER NO. 2016-552-08-08**

f. **AI-41926** City of Melissa for an annual amount of \$100,436.24.

**COURT ORDER NO. 2016-553-08-08**

g. **AI-41927** City of Nevada for an annual amount of \$13,323.88.

**COURT ORDER NO. 2016-554-08-08**

h. **AI-41928** City of Princeton for an annual amount of \$104,965.52.

**COURT ORDER NO. 2016-555-08-08**

i. **AI-41929** City of Weston for an annual amount of \$4,306.99.

**COURT ORDER NO. 2016-556-08-08**

**f. Change Order(s):**

**1. AI-41845** No. 1 to Services: Armored Car (IFB No. 2015-212) with Dunbar Armored, Inc. to accept a 1% price increase, extend the contract for one (1) year through and including September 30, 2017 and further authorize the Purchasing Agent to finalize and execute same, Auditor.

**COURT ORDER NO. 2016-557-08-08**

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

1. **AI-41896** Services: Onsite Grinding, Mulching and Removal of Debris (IFB No. 2016 100) with TFR Enterprises, Inc. to extend the contract for one (1) year through and including September 30, 2017, Public Works.

**COURT ORDER NO. 2016-558-08-08**

**h. Ratification of the County Judge's prior approval:**

1. **AI-41900** Discretionary exemption to the bid process for repair of unforeseen damage to public property per VTCA Local Government Code 262.024(a)(3), Construction & Projects.

Commissioner Webb pulled this item to remind everyone that September will mark three years since the leak and issues with the 900 Building occurred. The Commissioner said a new building could have been built in that time. Tenants are still not in their spaces. This is a travesty and at some point someone needs to be held accountable. With no further discussion, a motion was made to approve the item. (Time: 1:33 p.m.)

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

**COURT ORDER NO. 2016-559-08-08**

2. **AI-41904** Grant an exemption to the bid process for the purchase of FN15 Rifles for the Sheriff's office per VTCA LGC 262.024(A)(2) "an item necessary to protect the public health or safety of the residents of the county" and budget amendment in the amount of \$66,000 for same, Purchasing.

**COURT ORDER NO. 2016-560-08-08**

**i. Receive and File, Auditor:**

1. **AI-41940** Monthly Financial Reports for June 2016.

Jeff May, Auditor, directed the Court's attention to page 500 of the court packet. Mr. May wanted the Court to be aware the employee insurance fund is higher than it was last year, but there will still be a request to transfer funds at the end of this year. The figures on page 500 include the Transitional Reinsurance Program which is part of the Affordable Care Act. With no further discussion, a motion was made to accept the report. (Time: 1:34 p.m.)

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

**COURT ORDER NO. 2016-561-08-08**

**2. Final Audit Result(s):**

a. **AI-41860** Constable, Precinct 1 (1st & 2nd Quarter FY2015).

**PULLED**

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

1. **AI-41905** July 18, 2016.

**COURT ORDER NO. 2016-562-08-08**

**k. Miscellaneous**

1. **AI-41920** Appointment of Election Judges and Alternate Election Judges for the 2016 – 2018 term which runs from August 8, 2016 through July 31, 2018 pursuant to Section 32.002 of the Texas Election Code, Elections.

**COURT ORDER NO. 2016-563-08-08**

2. **AI-41933** Final Plat for Colina Creek Estates Phase II, Engineering.

Commissioner Webb pulled this item because he opposes the acceptance of residential streets which have no purpose other than to serve the houses on the street. Residents in cities are subsidizing the maintenance and repair of these streets. The Commissioner would like the County's policy changed. With no further discussion, a motion was made to approve the item. (Time: 1:35 p.m.)

Motion by: Commissioner Chris Hill  
Second by: Commissioner Cheryl Williams  
Vote: 4 – 1 Passed  
Nay: Commissioner Duncan Webb

**COURT ORDER NO. 2016-564-08-08**

3. **AI-41897** Reimbursement of fencing materials in the amount of 3,731.96 to 1Mr. and Mrs. Tony Gray for property along CR 565, Public Works.

**COURT ORDER NO. 2016-565-08-08**

4. **AI-41894** Acceptance of the Dining Alliance rebate check in the amount of \$272.04 to be deposited in the Going the Extra Mile Employee Incentive Program line item and budget amendment for same, Purchasing.

Judge Self said out of the 854 GEM (Going the Extra Mile) Awards available only 88 have been given out. He encouraged department heads and elected officials to recognize their worthy employees. The Judge will be putting the GEM Program on a future agenda to exam the policy to make this a more meaningful award. With no further discussion, a motion was made to approve the item. (Time: 1:37 p.m.)

Motion by: Judge Keith Self  
Second by: Commissioner Susan Fletcher  
Vote: 5 – 0 Passed

**COURT ORDER NO. 2016-566-08-08**

5. **AI-41952** Personnel Appointments, Human Resources.

**COURT ORDER NO. 2016-567-08-08**

6. **AI-41953** Personnel Changes, Human Resources.

**COURT ORDER NO. 2016-568-08-08**

### **GENERAL DISCUSSION**

6. **AI-41877** Functional Analyst Support of Constable Precincts presentation, Information Technology.

Caren Skipworth, CIO, presented an update on the Functional Analyst support of the Constable precincts for FY2016. Goals included: 1) equal accessibility of the Functional Analyst across all Constable precincts; 2) improved communication across all precincts; 3) managed and prioritized projects, tasks, and day-to-day support of Odyssey across all precincts; 4) set standard processes; and 5) IT requirements addressed which were outside of Odyssey. Goals were accomplished by setting monthly Constable meetings. Eight meetings have been held so far. Within those meetings direction and monthly priorities were set and initiatives were outlined. Two quarterly administrative meetings have been held so far to share information on specific office functions related to Odyssey. Twice yearly onsite precinct meetings led by the Functional Analyst have been held which included Constable staff, office clerks and IT.

The following are FY2016 accomplishments: The Constable Civil Paper Online Search is in production. The search shows civil paper details, when papers are received and the status of attempts served. The information remains online 30 days past the closure date of the case. The Active Warrant Search is in production which is part of the established Judicial Online Search that allows the search of any open and active warrants by name, case number, traffic citation or by attorney. The Constables were also introduced to SharePoint in order for the precincts to have a central repository for information sharing. Some of the other items accomplished in FY2016 include: 1) an Unserved Pending Civil Paper Report which is a listing of all pending paper by date range assigned to deputies; 2) an Odyssey clean-up of forms, prompts, data and security; 3) the updating of wearable cameras which is still ongoing; 4) stat tracking was moved into Laserfiche which helps with standard reporting to Budget; and 5) the GIS (Geographic Information System) mapping layer was added for Constables to map their paper routes.

Recommendations for FY2017 include: 1) reducing meetings to monthly administrative clerical meetings; 2) establishing an Administrative Constable; and 3) establishing project teams for future Constable projects.

FY2017 recommended projects include: 1) in-car cameras; 2) adding new Odyssey functionality which is a CJIS (Criminal Justice Information System) Soft Code requirement; 3) setting up after hours navigation via email and phone for issued papers by courts to Constables; 4) setting policy for the Reserve Officer MDCs (Mobile Data Computers) for Odyssey; 5) installing ICS (Incident Command System) Incident Management software for 911 dispatch on Constable MDCs; and 6) setting standards for Odyssey Financial Manager for all Constables with the assistance of the Auditor's Office. Some of the listed projects are pending the Court's discussion and adoption of the FY2017 budget. (Time: 1:49 p.m.)

**NO ACTION TAKEN**

**7. Board/Committee Appointments, Commissioners Court:**

a. **AI-41972** McKinney TIRZ No. 1 (Town Center).

b. **AI-41973** McKinney TIRZ No. 2 (Airport).

A motion was made to reappoint Commissioner Hill to the McKinney TIRZ (Tax Increment Reinvestment Zone) No. 1 Board and Judge Self to the McKinney TIRZ No. 2 Board. (Time: 1:50 p.m.)

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

**COURT ORDER NO. 2016-569-08-08**

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

Judge Self would like to discuss the Warren County, Ohio v. USA lawsuit as well as the GEM Policy. Commissioner Hill would like the Abatement Policy up for discussion as soon as it is available. (Time: 1:51 p.m.)

**EXECUTIVE SESSION**

Judge Self recessed Commissioners' Court into Executive Session at 2:21 p.m. in accordance with Chapter 551.072, Real Estate, to discuss the counter offer for the purchase of The Cambridge Companies, Inc. Parcel and in accordance with Chapter 551.087, Economic Development Negotiations, to discuss three proposed offers.

**Real Estate (551.072)**

**AI-41908** Counter offer for the purchase of The Cambridge Companies, Inc. Parcel required for the future Collin County Outer Loop ROW between the Dallas North Tollway (DNT) and the Collin/Denton County Line, Special Projects.

**Economic Development Negotiations (551.087)**

**AI-41909** Proposed offer for Project Trust looking to relocate into Collin County, Budget.  
**NO ACTION TAKEN**

**AI-41912** Proposed offer for Project Red River looking to relocate to McKinney, TX, Budget.

**NO ACTION TAKEN**

**AI-41913** Proposed offer for Project Sticky II looking to expand current business in McKinney, TX, Budget.

**NO ACTION TAKEN**

Judge Self reconvened Commissioners' Court at 2:57 p.m. and asked for a motion on the Economic Development Negotiations. Hearing none, Judge Self asked for a motion on the counter offer for the purchase of the Cambridge Companies, Inc. Parcel required for the future of Collin County Outer Loop Right-of-Way. A motion was made to approve the counter offer. (Time: 2:58 p.m.)

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

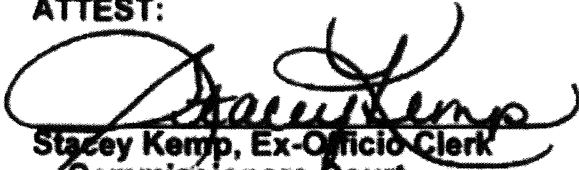
**COURT ORDER NO. 2016-570-08-08**

There being no further business of the Court, Judge Self adjourned the meeting at 2:58 p.m.





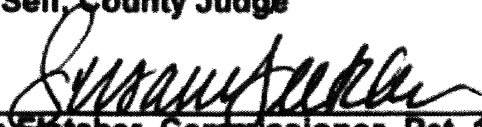
ATTEST:



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



Keith Self, County Judge



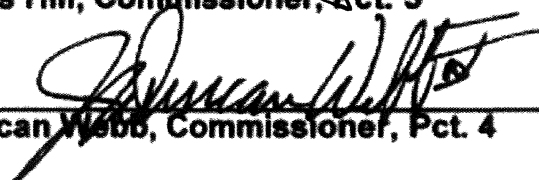
Susan Fletcher, Commissioner, Pct. 1



Cheryl Williams, Commissioner, Pct. 2



Chris Hill, Commissioner, Pct. 3



Duncan Webb, Commissioner, Pct. 4