

STATE OF TEXAS  
COUNTY OF COLLIN

COMMISSIONERS' COURT  
MEETING MINUTES  
JANUARY 22, 2018

On Monday, January 22, 2018, 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 John Thomas, Precinct 3

Absent: Commissioner Duncan Webb, Precinct 4

Commissioner Fletcher led the Invocation.  
Commissioner Williams led the Pledge of Allegiance.  
Commissioner Thomas 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 2:01 p.m. The meeting was reconvened and immediately recessed into Executive Session at 2:02 p.m. The meeting was reconvened at 2:38 p.m. and adjourned at 2:39 p.m.

President Self called to order the meeting of the Collin County Health Care Foundation at 2:01 p.m. and adjourned the meeting at 2:01 p.m.

President Self called to order the meeting of the Collin County Toll Road Authority at 2:02 p.m. and adjourned the meeting at 2:02 p.m.

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

1. AI-44349 Personnel Appointments, Human Resources.

**FYI NOTIFICATION**

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

2. AI-44307 Mileage rate adjustment from \$0.535 to \$0.545 per mile effective January 1, 2018 set by the IRS, Auditor.

3. AI-44244 P-Card Disbursements, Auditor.

4. **AI-44268** Amendment No. 3 to Frontier Parkway Improvements (AGR No. 2016-229) with Birkhoff, Hendricks & Carter L.L.P. to make various changes to the contract, Engineering.

5. **AI-44205** County overtime for the pay period ended January 14, 2018, Human Resources.

**2. Public Comments.**

**3. Presentation/Recognition:**

a. **AI-44114** Check presentation in the amount of \$62,127 to the Collin County Children's Advocacy Center, Budget.

Commissioner Williams, on behalf of the Commissioners' Court, presented the Children's Advocacy Center of Collin County with a check in the amount of \$62,127. Dan Powers, CAC, was present to receive the check. (Time: 1:32 p.m.)

b. **AI-44278** Recognition of the County Clerk and staff for being honored with the 2017 Five Star Vital Registration Award from the Texas Department of State Health Services, County Clerk.

Judge Self recognized the Vital Statistics Department of the County Clerk's Office for being honored with the 2017 Five Star Vital Registration Award from the Texas Department of State Health Services. This is the ninth year the department has received the award. The Judge said this says a lot about how well Stacey Kemp, County Clerk, runs her office and the staff that does the work. (Time: 1:33 p.m.)

**4. Consent agenda to approve:** Judge Self asked for comments on the consent agenda. Commissioner Thomas pulled items 4j1 and 4j2. Judge Self deleted item 4f2 and pulled items 4g1 and 4i2. Hearing no further comments, a motion was made to approve the remainder of the consent agenda. (Time: 1:35 p.m.)

Motion by: Commissioner Susan Fletcher  
Second by: Commissioner Cheryl Williams  
Vote: 4 – 0 Passed

a. **AI-44284** Disbursements for the period ending January 16, 2018, Auditor.  
**COURT ORDER NO. 2018-025-01-22**

b. **AI-44285** Indigent Defense Disbursements, Auditor.  
**COURT ORDER NO. 2018-026-01-22**

c. **AI-44235** Tax refunds totaling \$912,943.72, Tax Assessor/Collector.  
**COURT ORDER NO. 2018-027-01-22**

**d. Advertisement(s):**

1. **AI-44322** Construction, Roof Recovery For Collin County Justice Center (IFB No. 2018-116), Construction & Projects.

**COURT ORDER NO. 2018-028-01-22**

2. **AI-44328** Kitchen Equipment for Collin County Jail (IFB No. 2018-102), Construction & Projects.

**COURT ORDER NO. 2018-029-01-22**

**e. Award(s):**

1. **AI-44291** Construction, Myers Park Hardscape Improvement (IFB No. 2018-042) to North Rock Construction, LLC, budget amendment in the amount of \$93,742 and further authorize the Purchasing Agent to finalize and execute the Construction Agreement, Construction & Projects.

**COURT ORDER NO. 2018-030-01-22**

2. **AI-44276** Annual Contract for Office Furniture (Contract No. 2018-096) to Plano Office Supply, Co., Purchasing.

**COURT ORDER NO. 2018-031-01-22**

3. **AI-44333** Supplies: Copy Paper (Contract No. 2018-128) to Veritiv Operating Company, Purchasing.

**COURT ORDER NO. 2018-032-01-22**

4. **AI-44343** Firearms, Ammunition, and Accessories (IFB No. 2018-036) to various vendors, Sheriff.

**COURT ORDER NO. 2018-033-01-22**

**f. Agreement(s):**

1. **AI-44329** Personal Services Agreement with Kim Wilson for a cost allocation and rate model for jail services (inmate housing) and dispatch services, grant an exemption to the competitive bid process per V.T.C.A. Local Government Code 262.024(a)(4) and further authorize the Purchasing Agent to finalize and execute same, Budget.

**COURT ORDER NO. 2018-034-01-22**

2 **AI-44323** Interlocal Cooperation Agreement with the Collin County Water Control and Improvement District No. 03 (Inspiration) for traffic regulation within a Special District, Engineering.

**HELD**

3. **AI-44300** Interlocal Agreement/License Agreement with the North Central Texas Council of Governments (NCTCOG) for digital LiDAR (Light Detection and Ranging) data and derivative data (contours) for mapping, Information Technology.

**COURT ORDER NO. 2018-035-01-22**

4. **AI-44282** Interlocal Contract for Data Center Services (Google Imagery) with the Department of Information Resources (DIR) and further authorize the Purchasing Agent to finalize and execute same, Information Technology.

**COURT ORDER NO. 2018-036-01-22**

5. **AI-44330** Interlocal Agreement with the Community ISD for Dispatch Services effective through and including September 30, 2018, Sheriff.

**COURT ORDER NO. 2018-037-01-22**

6. **AI-44283** Consulting Services Agreement with The Nature Conservancy (TNC) for continued prairie restoration and maintenance at Parkhill Prairie, budget amendment in the amount of \$27,745 and further authorize the Purchasing Agent to finalize and execute same, Special Projects.

**COURT ORDER NO. 2018-038-01-22**

**g. Amendment(s):**

1. **AI-44299** No. 1 to CSCD/SCORE (AGR No. 2016-301) with the Collin County Sheriff's Office (CCSO) and Collin County Community Supervision and Corrections Department (CSCD) to make various changes to the contract, Adult Probation.

Item 4g1 was discussed under General Discussion Item 7.

Following the discussion, a motion was made to approve the CSCD (Community Supervision and Corrections Department) contract. (Time: 1:59 p.m.)

Motion by: Judge Keith Self

Second by: Commissioner John Thomas

Vote: 2 – 2 Failed

Nay: Commissioner Cheryl Williams and Commissioner Susan Fletcher

**FAILED**

2. **AI-44293** No. 3 to Software and Implementation Services for an ERP Financial System (RFP No. 2015-192) with Tyler Technologies, Inc. to extend dedicated Tyler project management services from February 1, 2018 through and including June 30, 2018 and further authorize the Purchasing Agent to finalize and execute same, Information Technology.

**COURT ORDER NO. 2018-039-01-22**

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

1. **AI-44319** FY 2017 Equitable Sharing Agreement and Certification with the US Department of Justice, Collin County and the Collin County District Attorney's Office, Auditor.

**COURT ORDER NO. 2018-040-01-22**

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

1. **AI-44340** \$4,000 to move existing Jail Training Officer (JTO) funds for JTO pay at Inmate Transfer, Sheriff.

**COURT ORDER NO. 2018-041-01-22**

2. **AI-44321** \$13,910 for Supplemental Work Order No. 4 and No. 5 with LMC Corporation for the relocation and expansion of the 911 Dispatch Center, Construction & Projects.

**COURT ORDER NO. 2018-042-01-22**

3. **AI-44345** \$500,000 for the replacement of the current in-car video units and body cam motorcycle patrol video units for the Sheriff's Department, Information Technology.

**COURT ORDER NO. 2018-043-01-22**

4. **AI-44342** \$6,811,897 to reallocate funds to cover negative categories and/or negative departmental budgets for FY 2017, Auditor.

**COURT ORDER NO. 2018-044-01-22**

5. **AI-44298** \$46,524,911.56 for the encumbrance rollover from FY 2017 to FY 2018, Auditor.

**COURT ORDER NO. 2018-045-01-22**

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

Commissioner Thomas pulled items 4j1 and 4j2 to commend the departments, which went through the audit process, on a job well done. A motion was made to approve items 4j1 and 4j2. (Time: 1:36 p.m.)

Motion by: Commissioner John Thomas  
Second by: Commissioner Susan Fletcher  
Vote: 4 – 0 Passed

**1. Change of Office Audit Result(s):**

a. **AI-44316** Sheriff's Office.

**COURT ORDER NO. 2018-046-01-22**

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

- a. **AI-44309** Constable, Precinct 4 (1st, 2nd, 3rd and 4th Quarter FY2016).  
**COURT ORDER NO. 2018-047-01-22**
- b. **AI-44304** Development Services (1st, 2nd, 3rd and 4th Quarter FY2016).  
**COURT ORDER NO. 2018-048-01-22**
- c. **AI-44311** Elections (1st, 2nd, 3rd and 4th Quarter FY2016).  
**COURT ORDER NO. 2018-049-01-22**
- d. **AI-44305** Engineering (1st, 2nd, 3rd and 4th Quarter FY2016).  
**COURT ORDER NO. 2018-050-01-22**
- e. **AI-44306** Fire Marshal (1st, 2nd, 3rd and 4th Quarter FY2016).  
**COURT ORDER NO. 2018-051-01-22**
- f. **AI-44303** Justice of the Peace, Precinct 3-2 (1st and 2nd Quarter FY2016).  
**COURT ORDER NO. 2018-052-01-22**
- g. **AI-44312** Law Library (1st, 2nd, 3rd and 4th Quarter FY2016).  
**COURT ORDER NO. 2018-053-01-22**
- h. **AI-44310** Myers Park (1st, 2nd, 3rd and 4th Quarter FY2016).  
**COURT ORDER NO. 2018-054-01-22**
- i. **AI-44317** Sheriff's Office (4th Quarter FY2016).  
**COURT ORDER NO. 2018-055-01-22**
- j. **AI-44318** Sheriff's Convicted Offender Reentry Effort (SCORE) Program for FY2016.  
**COURT ORDER NO. 2018-056-01-22**

**3. Inventory Audit Result(s):**

- a. **AI-44313** Sheriff's Office – Jail Kitchen (2nd Quarter FY2017).  
**COURT ORDER NO. 2018-057-01-22**
- b. **AI-44314** Sheriff's Office – Jail Kitchen (3rd Quarter FY2017).  
**COURT ORDER NO. 2018-058-01-22**

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

- 1. **AI-44294** December 18, 2017.  
**COURT ORDER NO. 2018-059-01-22**

## **I. Miscellaneous**

1. **AI-44344** List of Payables to be released outside of the normal process of accounts payable check runs and without an early release approval to avoid late charges and penalties, Auditor.

**COURT ORDER NO. 2018-060-01-22**

2. **AI-44031** Adoption of the 2018 Investment Policy, Auditor.

Judge Self said the sentence regarding investments in Israel will stay in the policy. It needs to be clear that the Court does not support the BDS (Boycott, Divestment and Sanctions) movement. A motion was made to accept the investment policy with the change. (Time: 1:37 p.m.)

Motion by: Judge Keith Self  
Second by: Commissioner Susan Fletcher  
Vote: 4 – 0 Passed

**COURT ORDER NO. 2018-061-01-22**

3. **AI-44297** Reject all bids received for Construction, Roof Recovery for Collin County Justice Center (IFB No. 2017-343), Construction & Projects.

**COURT ORDER NO. 2018-062-01-22**

4. **AI-44346** Sale of property located in Lake Side Estates, Wylie, Texas (Lot 8A, Volume B, Page 178) as recorded in the Collin County Deed Records to Brandon White upon the payment of \$7,700, County Judge.

**COURT ORDER NO. 2018-063-01-22**

5. **AI-44341** Grant application for the FY 2018 Emergency Management Performance Grant (EMPG) from the US Department of Homeland Security through the State of Texas Department of Public Safety, Texas Division of Emergency Management, Emergency Management.

**COURT ORDER NO. 2018-064-01-22**

6. **AI-44339** Adoption of an Order authorizing the sale of fireworks for Texas Independence Day, San Jacinto Day and Memorial Day, Fire Marshal.

**COURT ORDER NO. 2018-065-01-22**

7. **AI-44292** Consent to Assignment and Assumption of Contracts for Insurance, General & Excess Liability (RFP No. 2015-220) to change the name from Wells Fargo Insurance Services USA, Inc. to USI Insurance Services National, Inc., DBA USI Insurance Services and further authorize the Purchasing Agent to finalize and execute same, Purchasing.

**COURT ORDER NO. 2018-066-01-22**

8. **AI-44336** Grant application and resolution for the FY 2019 Juvenile Justice and Delinquency Prevention (JJDP) Grant through the Office of the Governor (OOG), Criminal Justice Division (CJD), Teen Court.

**COURT ORDER NO. 2018-067-01-22**

9. **AI-44350** Personnel Appointments, Human Resources.

**COURT ORDER NO. 2018-068-01-22**

10. **AI-44351** Personnel Changes, Human Resources.

**COURT ORDER NO. 2018-069-01-22**

### **GENERAL DISCUSSION**

5. **AI-44338 Public Hearing** – Replat of Lots 1A and 1B of the Pham Estates Subdivision, Engineering.

Tracy Homfeld, Engineering, came forward to request a public hearing for the replat of lots 1A and 1B of the Pham Estates Subdivision. Judge Self opened the public hearing at 1:37 p.m. Hearing no comments, the public hearing was closed at 1:37 p.m. A motion was made to approve the item. (Time: 1:37 p.m.)

Motion by: Commissioner Cheryl Williams  
Second by: Commissioner Susan Fletcher  
Vote: 4 – 0 Passed

**COURT ORDER NO. 2018-070-01-22**

6. **AI-44355** Approval to apply for Community Mental Health Grant Funding (HB 13), Administrative Services.

Bill Bilyeu, County Administrator, said the state put out a call for state funding in December 2017 for grants to non-profits or government entities that are not the LBHA (Local Behavioral Health Authority). In order for the applications to be submitted to the state they need to have the backing of the LBHA and the county. In this case the application is on behalf of the County. The Court is being asked to approve the submission of the grant which includes the approval of the application and letter of support for the program. The state will make decisions in June on the two-year grants.

Alyce Ferguson, Indigent Defense Managed Counsel, said this is a great opportunity to address the ongoing need of linking the County's high-needs people with services. A strategic plan was developed by the state on gaps missing in treating these special populations: veterans; substance use disorders; mental health and intellectual developmental disabilities; and the jail population. One of the unintended consequences of the last legislative session is that people are getting out of jail so quickly they're not getting linked with services. Ms. Ferguson wants to be able to fill those gaps.



She proposed putting in place a coordinated release discharge planner/case manager for the jail. This position would be much like the discharge planner for the mental health bonds which has had great success. If implemented at the jail level it will reach the people who wouldn't normally be routed through her office because they are not in jail long enough. By doing this it will ensure they are handed off to LifePath or to another agency to provide services.

She said the Sheriff's Office has agreed to provide a workspace for the position. The total budget cost requested would be \$104,927. The County must provide a match to the state funds which is \$52,463. Part of that would be matched in-kind bringing the cash match for the County to \$31,601.

Judge Self said the reason why we tried to get the LBHA is to make sure people don't fall through the cracks and this is a perfect attempt to do that. Commissioner Williams agreed and said if the County is going to ask the state to beef up their contributions to Collin County, then the County is going to have to show willingness to invest in programs when opportunities arise. A motion was made to approve the submission of the grant application and letter of support. (Time: 1:43 p.m.)

Motion by: Commissioner Cheryl Williams  
Second by: Commissioner Susan Fletcher  
Vote: 4 – 0 Passed

**COURT ORDER NO. 2018-071-01-22**

**7. AI-44334** Creation of an additional Detention Officer position for the Sheriff's Convicted Offender Reentry Effort (SCORE) Program and budget amendment in the amount of \$34,383 for same, Sheriff.

Chief Deputy Kelley Stone, Sheriff's Office, said the funding request is for a fourth SCORE (Sheriff's Convicted Offender Reentry Effort) Program officer. State funding has been made available to the SO (Sheriff's Office) to continue the program. With the three current officers, there has been an average of \$128,000 per year per officer in local contributions. He said there is more work to be done in the community and it is expected to continue with great contributions to the taxpayers.

Judge Self asked why the SO is requesting another position when there are 12 open positions. Chief Deputy Stone said there is a minimum number of staffing to keep beds open and the SO does not want to fall behind in the required number of staffing by the TCJS (Texas Commission on Jail Standards). If the entire jail was open the SO would be behind in staffing. It is desired to keep the number consistent and not lose a person which is why an additional position has been requested. The Judge was fine with expanding the program, but would like the extra position addressed during budget time to avoid setting precedence and counting against the 8% which is how much the budget can grow without going to the voters.

Chief Deputy Stone said there is concern because the SCORE positions are solely based on grant funding and not permanent, so there is no expectation there will be a position for the officers to fill when the grant ends. The officers are aware of this when they are hired/promoted from within. Judge Self asked Bill Bilyeu, County Administrator, when the last time a person was dismissed over grant funding. Mr. Bilyeu said it was three or four years ago. Chief Deputy Stone said this has already happened to the SO. A few years ago there were circumstances when a lieutenant, secretary and some other staff positions in this program went away. Those were eventually absorbed into the SO.

Commissioner Thomas said if there were 13 open positions, the intention would be to fill all 13; therefore, there wouldn't be an open position except for turnover. So the argument is not germane. The Commissioner asked how long it will take to fill the 12 open positions based on current hiring conditions. The Chief Deputy said it will take one to two months at most to fill the positions.

Commissioner Williams asked what the impact is on recidivism of inmates who participate in the SCORE Program. Yoon Kim, CSCD (Community Supervision and Corrections Department), said the program has a 90% or higher success rate. While in the program recidivism is very low. However, he has yet to see the numbers on what happens once the offender has graduated from the program and is off probation. Mr. Kim added that approval has been received from TDCJ-CJAD (Texas Department of Criminal Justice-Community Justice Assistance Division) to expand the SCORE Program. Budget adjustments have been made on the CSCD end to be able to pay for an extra detention officer and another CSCD employee for the SCORE Program.

Commissioner Williams asked what the backlog of projects looks like which the SCORE Program can be used for. Terry McCraw, Assistant Chief-Jail Administrator, listed several of the projects: cemetery restoration; lots for Habitat for Humanity; crop planting to subsidize food for the inmate population food budget; and wood chipping at the Heard Museum and the grounds north of the courthouse. Currently there are three full crews working on the projects. An additional officer would allow for another crew to work on cutting down the backlog. Judge Self said there is a position within the 12 open positions to use for the program. Commissioner Williams said it is critical to have all 12 positions for the detention center and she does not want to take one away because that is the normal turnover. Commissioner Fletcher agreed with Commissioner Williams and said there are a lot of benefits to adding a fourth SCORE officer. Jim Skinner, Sheriff, came forward to say the SO is working very hard to continue to bring down the overtime numbers and this week the overtime numbers were down. When the 12 positions are filled they need to be trained and committed to main jail housing which is where the SO is shorthanded.

Commissioner Thomas asked if these types of changes are done in the middle of a budget year or are they held off until the next budget season to prioritize with everything else. Commissioner Williams said if they are being funded out of the County's budget then they would typically wait.

In this case, it is not being funded out of the County's budget; therefore, she has no concerns on adding it midyear. Judge Self agreed, but his consideration is the major budget items coming in the new budget year which reduce the flexibility of the Court. He believes the County can handle the new contract with CSCD for the next eight months and then determine where this position falls in all the budget requirements and how close the budget will come to the 8%.

A motion was made to approve the additional officer for the SCORE Program.  
(Time: 1:58 p.m.)

Motion by: Commissioner Cheryl Williams  
Second by: Commissioner Susan Fletcher  
Vote: 2 – 2 Failed  
Nay: Judge Keith Self and Commissioner John Thomas

**FAILED**

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

**a. AI-44368 North Texas Groundwater Conservation District Board.**

Judge Self recommended Maurice Schwanke, City of Anna Interim City Manager, be appointed to the North Texas Groundwater Conservation District Board. A motion was made to approve the recommendation. (Time: 1:59 p.m.)

Motion by: Commissioner Cheryl Williams  
Second by: Commissioner Susan Fletcher  
Vote: 4 – 0 Passed

**COURT ORDER NO. 2018-072-01-22**

**9. AI-44358 Conference of Urban Counties Update, Commissioner, Precinct 1.**

Commissioner Fletcher said the last CUC (Conference of Urban Counties) meeting was an introductory/informational meeting. The next meeting will be held in May. The Commissioner would like to have an agenda item put on Court agendas prior to CUC meetings to incorporate the concerns of the Court in order for her to best represent the body of the Court at those meetings. (Time: 2:01 p.m.)

**NO ACTION TAKEN**

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

**NO ACTION TAKEN**

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

**EXECUTIVE SESSION**

Judge Self recessed Commissioners' Court into Executive Session at 2:02 p.m. in accordance with Paragraph 551.072, Real Estate to discuss advertising for the sale of real property: Old FM Highway 720 Right-of-Way (IFB No. 2018-115) and the right of way acquisition for the Dallas North Tollway – Phase 4A from US Highway No. 380 to FM Highway 428 – settlement offer from G & H Properties, L.P.

Judge Self reconvened the meeting at 2:38 p.m.

**Real Estate (551.072)**

**AI-44262** Advertise for Sale of Real Property: Old F.M. Highway 720 Right-of-Way (IFB No. 2018-115), Special Projects.

A motion was made to approve the item with a minimum bid of \$250,000. (Time: 2:39 p.m.)

Motion by: Commissioner John Thomas  
Second by: Commissioner Cheryl Williams  
Vote: 4 – 0 Passed

**COURT ORDER NO. 2018-073-01-22**

**AI-44367** Right of Way Acquisition for the Dallas North Tollway – Phase 4A from U.S. Highway No. 380 to F.M. Highway 428 – Settlement offer from G & H Properties, L.P., Special Projects.

**NO ACTION TAKEN**

There being no further business of the Court, Judge Self adjourned the meeting at 2:39 p.m.

*Keith Self*

Keith Self, County Judge

*Susan Fletcher*

Susan Fletcher, Commissioner, Pct. 1

*Cheryl Williams*

Cheryl Williams, Commissioner, Pct. 2

Not Present

John D. Thomas, Commissioner, Pct. 3

Not Present

Duncan Webb, Commissioner, Pct. 4



ATTEST:

*Stacey Kemp*

Stacey Kemp, Ex-Officio Clerk  
Commissioners' Court  
Collin County, T E X A S