

STATE OF TEXAS  
COUNTY OF COLLIN

COMMISSIONERS' COURT  
MEETING MINUTES  
JULY 23, 2018

On Monday, July 23, 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  
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 2:37 p.m.

President Self called to order the meeting of the Collin County Health Care Foundation at 2:38 p.m. and adjourned the meeting at 2:38 p.m.

President Self called to order the meeting of the Collin County Toll Road Authority at 2:38 p.m. and adjourned the meeting at 2:38 p.m.

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

1. AI-45149 CSCD FY2019 Proposed Budget, Adult Probation.
2. AI-45185 Personnel Changes, Human Resources.

**FYI NOTIFICATION**

1. AI-34688 Outstanding Agenda Items, Commissioners Court.
2. AI-45130 Addendum No. 1 to Election Voting System & Services (RFP No. 2018-241) to make various changes to the Request for Proposal, Purchasing.

3. **AI-45162** Budget amendment in the amount of \$12,500 to establish the budget for the 2018 PetSmart Shelter Operations Grant, Auditor.

4. **AI-45009** P-Card Disbursements, Auditor.

5. **AI-45047** County overtime for the pay period ended July 15, 2018, Human Resources.

## 2. Public Comments.

## 3. Presentation/Recognition:

a. **AI-45197** Introduction of new staff member Chase Brooke, Texas A&M AgriLife Extension Service.

Dr. Hurley Miller, District IV Extension Administrator, thanked the Court for its continued support of the Texas A&M AgriLife Extension Services. Dr. Miller introduced Chase Brooke who will be the new Agriculture and Natural Resources Agent for Collin County. Mr. Brooke is a graduate of Texas A&M University with a Master's Degree in Ecosystem Science and Management. (Time: 1:32 p.m.)

b. **AI-45052** Recognition of Commissioner Susan Fletcher for completing the Inaugural Class of Leadership 254 offered by the Texas Association of Counties, Administrative Services.

Haley Click, Program Manager for TAC (Texas Association of Counties), came forward to present Commissioner Fletcher with a Certificate of Attendance for successfully completing 14 months and over 79 hours of leadership training. Leadership 254 is designed to advance the skills of county officials and enable them to meet the unique challenges of their duties; to enhance their leadership skills and style; and redefine the possibilities they set for themselves, their courthouse and their constituents. Commissioner Fletcher was one of only two commissioners chosen from across the state and received a full scholarship to attend the course. Commissioner Fletcher said it was a great experience and encouraged other county elected officials to look into being a part of the next class. (Time: 1:35 p.m.)

c. **AI-45158** 2018 County Best Practices Award presented to the Collin County Mental Health Managed Council by the Texas Association of Counties for the MHMC/Indigent Defense Program, Administrative Services.

Alan Bristol, County Relations Officer for TAC, presented Alyse Ferguson, Attorney and Competency Coordinator, with the 2018 County Best Practices Award for the Mental Health Managed Council/Indigent Defense Program which deals with the mental health crisis with no state funding. Ms. Ferguson said they work to address competency cases as soon as they are in custody and facilitate passing them on to their competency evaluation and commitments as quickly as possible. Mr. Bristol said this is an example of

a county addressing an issue that has unfunded mandates from the State. Texas ranks 48<sup>th</sup> in the country on what is spent on mental health. (Time: 1:37 p.m.)

**d. AI-45161** 2018 County Best Practices Award presented to the Collin County Clerks Office by the Texas Association of Counties for the Foreclosure Notices Program, Administrative Services.

Alan Bristol, County Relations Officer for TAC, presented Stacey Kemp, County Clerk, with the 2018 County Best Practices Award for the Foreclosure Notices Program. Ms. Kemp said she and Tim Nolan, IT, had been working on this project for years and it would not have been possible without the IT Department. This brings the foreclosure notice, property address, Central Appraisal and the Tax Assessor information together in one click. There were over 650,000 hits on the website, and other counties are looking into this. Mr. Nolan recognized several members of the IT Department who worked on the project. Mr. Bristol said there are counties solely dependent on property taxes for budget, and getting delinquent properties back on the tax role is very important.

Of the 254 counties in Texas, Collin County was awarded two of the fourteen Best Practices Awards for 2018. (Time: 1:42 p.m.)

**4. Consent agenda to approve:** Judge Self deleted item 4f1, pulled 4h1 for discussion and then asked for comments on the consent agenda. Hearing no comments, a motion was made to approve the remainder of the consent agenda. (Time: 2:20 p.m.)

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

**a. AI-45135** Disbursements for the period ending July 17, 2018, Auditor.  
**COURT ORDER NO. 2018-572-07-23**

**b. AI-45136** Indigent Defense Disbursements, Auditor.  
**COURT ORDER NO. 2018-573-07-23**

**c. AI-45080** Tax refunds totaling \$1,454,833.75, Tax Assessor/Collector.  
**COURT ORDER NO. 2018-574-07-23**

**d. Award(s):**

**1. AI-45056** District Clerk Preservation and Restoration of Historical Records Phase E and F (Contract No. 2018-317) to Kofile Technologies, Inc., District Clerk.  
**COURT ORDER NO. 2018-575-07-23**

**2. AI-45134** Copy Paper (Contract No. 2018-280) to Western-BRW Paper Company, Inc., Purchasing.  
**COURT ORDER NO. 2018-576-07-23**

3. **AI-45164** Food Supplies and Service for Jail Operations (IFB No. 2018-257) to Gordon Food Service, Inc. and Ben E. Keith Company, Sheriff.

**COURT ORDER NO. 2018-577-07-23**

**e. Agreement(s):**

1. **AI-45156** Annual contract with the Collin County Community Supervision and Corrections Department (CSCD) to establish a system for CSCD employee benefits, Adult Probation.

**COURT ORDER NO. 2018-578-07-23**

2. **AI-45154** Interlocal Agreement with the City of McKinney for the design and construction of Bloomdale Road from Community Avenue to County Road 164 (Bond Project No. 07-00-68) and budget amendment in the amount of \$4,000,000 for same, Engineering.

**COURT ORDER NO. 2018-579-07-23**

**f. Amendment(s):**

1. **AI-45155** No. 7 to P25 Trunked Radio System Replacement (Contract No. 2016-020) with Motorola Solutions, Inc. to make various changes to the contract and further authorize the Purchasing Agent to finalize and execute same, Sheriff.

**HELD**

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

1. **AI-45106** Transportation of Election Equipment (IFB No. 2017-237) with C&D Couriers, Inc. to extend the contract for one (1) year through and including September 30, 2019, Elections.

**COURT ORDER NO. 2018-580-07-23**

2. **AI-45114** Vehicle Lease/Rental for Various Collin County Departments (IFB No. 2015-157) with EAN Holdings, LLC to extend the contract for one (1) year through and including September 30, 2019, Sheriff.

**COURT ORDER NO. 2018-581-07-23**

3. **AI-45112** Grounds Maintenance, Roadside and Erosion Control Supplies (IFB No. 2016-298) with SiteOne Landscape Supply, Inc. to extend the contract for one (1) year through and including September 30, 2019, Special Projects.

**COURT ORDER NO. 2018-582-07-23**

## **h. Miscellaneous**

1. **AI-45095** Declare Dominion Voting Systems, Inc. as the sole source provider for Election Management Services, grant an exemption from the competitive bid process per V.T.C.A. Local Government Code 262.024(a)(7)(A) and further accept the donation of 900 TSx Voting Machines, Elections.

Judge Self asked Bill Bilyeu, County Administrator, if the County needed all 900 voting machines. The cost to refurbish, test and make ready for use is \$83.45 per unit for a total of \$75,105. Mr. Bilyeu said the County has many of the version 6 machines which are outdated and not supportable. Bruce Sherbet, Elections, said, while 900 machines may be more than he actually needs, he does need many machines to make it through to next November, and this is what the vendor is offering. If he takes all 900, then he does not need to worry about any issues with the existing machines going in to the Governor's election. These machines can then be traded in or sold when they are replaced. With no further discussion, a motion was made to approve the item. (Time: 2:22 p.m.)

Motion by: Judge Keith Self  
Second by: Commissioner Cheryl Williams  
Vote: 5 – 0 Passed

**COURT ORDER NO. 2018-583-07-23**

2. **AI-45157** Final Plat for C–M Acres, Lots 1, 2 and 3, Engineering.

**COURT ORDER NO. 2018-584-07-23**

3. **AI-45153** Final Plat for Gracy Estates, Lots 1, 2 and 3, Engineering.

**COURT ORDER NO. 2018-585-07-23**

## **GENERAL DISCUSSION**

5. **AI-45133** Collin County growth in population and case filings, and the effect on planning for future court capacity, 470th District Court.

Judges Andrea Thompson, 416<sup>th</sup> District Court, and Emily Miskel, 470<sup>th</sup> District Court, came forward with a PowerPoint presentation on future court capacity for the District Courts. The population data came from the OCA (Office of Court Administration), US Census or the Texas State Demographer. Judge Miskel explained a judicial emergency occurs when case filings exceed 2,300 per court per year, and this is typically when the Court has added another court.

From May 2017 through April 2018, there were 23,621 cases filed in Collin County District Courts which equates to 2,147 per court. This means each court must finalize 179 cases per month or approximately nine cases per day to stay even with new filings. Each case is entitled a total of 53 minutes of time on and off the bench. If a trial were to take three days, that case would be taking up 27 cases worth of court time. This does not include

any time needed to read pleadings, research the law or prepare orders. According to projections, in September of 2019 there will be in excess of 2,300 cases per court.

District Courts have a variety of different cases which grow at a different rate. These consist of family, civil, felony criminal, juvenile and CPS (Child Protective Services) cases. Judge Thompson suggested new courts be general courts in order to maintain control locally over the jurisdiction of any new courts. The State of Texas has 468 district courts with each serving approximately 60,000 citizens. Collin County represents approximately 90,000 citizens per district court. The OCA has determined that Collin County has a need for 15.7 judicial officers of which there are currently 11.4. This means there is an unmet need of 4.3 judicial officers. Commissioner Fletcher's concern is at what point is justice in trouble when there is so little time available per case. Commissioner Webb's concern is how long it takes to get a first trial, and is it a reasonable period of time. There is a problem if it takes over one year to get a trial. Judge Thompson said currently the first trial is running at about one year out and, if a case gets bumped, that adds on another six to nine months. Judge Miskel said there are some statutory trial deadlines which require a trial within 20 days, and CPS cases must come to trial within one year or they are dismissed.

Judge Self asked for a regression line on the current data. Judge Miskel will provide the Court with that information and added that the shortest term forecast is for the 2019 Legislative Session. The most reasonable expectation would be to add two courts beginning in September 2019. Pushing it beyond that would put Collin County in a judicial emergency. (Time: 2:18 p.m.)

#### **NO ACTION TAKEN**

**6. AI-45200** Addressing the context of the SO memo dated May 16, 2018 regarding the Sheriff's Office Patrol Section Reorganization: 12-Hour Shifts, County Judge.

Judge Self asked the Court to address the issue of out of budget cycle requests. In the last 18 months there have been five of these requests from the SO (Sheriff's Office). There are 32 other elected officials that are being held to a different standard. They don't expect more funds or staffing added during the year. The Court has received eight letters that suggest the SO needs more staffing. The Court received a letter last week stating the Commission on Jail Standards will be performing a jail staffing study at the Sheriff's request. The jail inspection was just completed and passed for the 31<sup>st</sup> straight year. Collin County continues to have one of the top two jails in the state. The Judge stated all elected officials should be held to the same standard regarding requests outside of the budget cycle.

Commissioner Thomas would not want to discourage people from submitting innovative and/or cost cutting ideas. However, if the County were over budget, the only things that should be considered are regulatory requirements or safety issues. If the County is going to be under budget, the Commissioner thinks they should look at everything. Anything that saves costs should always be considered.

Commissioner Williams said there is a difference between law enforcement and all other elected officials. When people are in jail and their freedom is taken away, there is an obligation to make sure the jail is running in the most efficient manner possible. There is a responsibility to the people of providing adequate law enforcement. There are staffing requirements that are regulated. If those requirements are not met, there is a heavy demand placed on personnel. (Time: 2:35 p.m.)

**NO ACTION TAKEN**

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

a. **AI-45179** McKinney TIRZ 1 (Town Center).

b. **AI-45180** McKinney TIRZ 2 (Airport).

A motion was made to appoint Commissioner Thomas to McKinney TIRZ 1 and for Judge Self to continue to serve on McKinney TIRZ 2. (Time: 2:37 p.m.)

Motion by: Judge Keith Self

Second by: Commissioner Susan Fletcher

Vote: 5 – 0 Passed

**COURT ORDER NO. 2018-586-07-23**

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 2:37 p.m.

*Keith Self*

Keith Self, County Judge



Not Present

Susan Fletcher, Commissioner, Pct. 1

*Cheryl Williams*

Cheryl Williams, Commissioner, Pct. 2

*John D. Thomas*

John D. Thomas, Commissioner, Pct. 3

*Duncan Webb*

Duncan Webb, Commissioner, Pct. 4

ATTEST:

*Stacey Kemp*

Stacey Kemp, Ex-Officio Clerk  
Commissioners Court  
Collin County, T E X A S