

STATE OF TEXAS

COMMISSIONERS' COURT  
MEETING MINUTES  
SEPTEMBER 17, 2018

COUNTY OF COLLIN

On Monday, September 17, 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

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.

President Self called to order the meeting of the Collin County Health Care Foundation at 2:13 p.m. and adjourned the meeting at 2:13 p.m.

President Self called to order the meeting of the Collin County Toll Road Authority at 2:13 p.m. and adjourned the meeting at 2:13 p.m.

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

1. AI-45410 Amendment No. 9 to CSCD, Offender Specimen Collection and Drug Testing Services (RFP No. 2015-200) with Treatment Assessment Screening Center, Inc. to extend the contract for an additional two (2) months through and including October 31, 2018, Adult Probation.

2. AI-45466 Personnel Changes, Human Resources.

**FYI NOTIFICATION**

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

2. **AI-45441** Status of the NTX Criminal Interdiction Unit Mutual-Aid Agreement and participating counties, Sheriff's Office.

3. **AI-45312** County overtime for the pay period ended September 9, 2018, Human Resources.

**2. Public Comments.**

**3. Presentation/Recognition:**

a. **AI-45411** Proclamation designating the month of September 2018 as Hunger Action Month and September 13, 2018 as Hunger Action Day in Collin County, Commissioner, Precinct 3.

Commissioner Thomas presented a proclamation designating the month of September 2018 as Hunger Action Month and September 13, 2018 as Hunger Action Day in Collin County to Trisha Cunningham, President and CEO, and Valerie Hawthorne, Ph.D, Director of Government Relations, of the North Texas Food Bank. (Time: 2:12 p.m.)

**4. Consent agenda to approve:** Judge Self asked for comments on the consent agenda. Commissioner Williams pulled item e1.

Following a discussion and vote on item e1, a motion was made to approve the remainder of the consent agenda. (Time: 2:10 p.m.)

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

a. **AI-45357** Disbursements for the period ending September 11, 2018, Auditor.  
**COURT ORDER NO. 2018-754-09-17**

b. **AI-45358** Indigent Defense Disbursements, Auditor.  
**COURT ORDER NO. 2018-755-09-17**

**c. Award(s):**

1. **AI-45458** Chiller Repairs to The Brandt Companies, LLC, Facilities.  
**COURT ORDER NO. 2018-756-09-17**

**d. Agreement(s):**

**1. Interlocal Agreement(s) for Dispatch Services effective October 1, 2018 through and including September 30, 2019, Sheriff:**

- a. AI-45450 City of Josephine.  
**COURT ORDER NO. 2018-757-09-17**
- b. AI-45431 City of Melissa.  
**COURT ORDER NO. 2018-758-09-17**
- c. AI-45449 Celina ISD.  
**COURT ORDER NO. 2018-759-09-17**
- d. AI-45451 Community ISD.  
**COURT ORDER NO. 2018-760-09-17**
- e. AI-45432 Melissa ISD.  
**COURT ORDER NO. 2018-761-09-17**
- f. AI-45447 Blue Ridge Volunteer Fire Department.  
**COURT ORDER NO. 2018-762-09-17**
- g. AI-45430 Farmersville Fire Department.  
**COURT ORDER NO. 2018-763-09-17**
- h. AI-45429 Westminster Volunteer Fire Department.  
**COURT ORDER NO. 2018-764-09-17**
- i. AI-45453 Weston Volunteer Fire Department.  
**COURT ORDER NO. 2018-765-09-17**

**e. Amendment(s):**

**1. AI-45418** No. 1 to Insurance, Medical, Dental, Vision, Cobra Administration, FSA Administration, and Retiree Health (RFP No. 2015-299) with United Healthcare Services, Inc. to reduce the Medical Administration Fee to \$39.03, provide Personal Health Support with Disease Management at no additional charge, renew the contract for the period January 1, 2019 through and including December 31, 2019 and further authorize the Purchasing Agent to finalize and execute same, Human Resources.

Commissioner Williams pulled this item because she does not approve of UHC (United Healthcare Services, Inc.) making unilateral changes to the County's health insurance plan without bringing the changes to the Court or Human Resources. The County is self-

insured and designs its own plan. UHC was not hired to be anything other than a third-party administrator.

Going forward, the Commissioner expects the third-party administrator of the County's health insurance plan to act as such. Commissioner Fletcher agreed and suggested drafting a letter to further clarify the contract. Discussion continued.

The Court decided to have a further discussion on the unilateral changes as well as drafting a letter of clarification to UHC on a future agenda. With no further discussion, a motion was made to approve the item as is. (Time: 2:08 p.m.)

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

**COURT ORDER NO. 2018-766-09-17**

2. **AI-45452** No. 4 to Teen Court Services (Contract No. 2014-140) with the City of Frisco to extend the contract for one (1) year through and including September 30, 2019 and further authorize the Purchasing Agent to finalize and execute same, Administrative Services.

**COURT ORDER NO. 2018-767-09-17**

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

1. **AI-45315** No. 1 to Supplies, Jail Kitchen, Non-Food (IFB No. 2017-241) with Empire Paper Company to add an additional product to the contract, include a price redetermination, extend the contract for one (1) year through and including September 30, 2019 and further authorize the Purchasing Agent to finalize and execute same, Sheriff.

**COURT ORDER NO. 2018-768-09-17**

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

1. **AI-45421** August 27, 2018.

**COURT ORDER NO. 2018-769-09-17**

**h. Miscellaneous**

1. **AI-45454** Sale of property located at 208 Wright Street, Farmersville, Texas (W. Block A, Lot 35 & 36, College Heights Addition, Volume 1, Page 123) as recorded in the Collin County Deed Records to Syeda Haque upon the payment of \$6,500, County Judge.

**COURT ORDER NO. 2018-770-09-17**

2. **AI-45428** Exemption from the requirements of the Health Insurance Portability and Accountability Act of 1996 (HIPAA) and further authorize the Human Resource Director to submit proper notice to authorities, Human Resources.

**COURT ORDER NO. 2018-771-09-17**

3. **AI-45426** Reclassification of a vacant Criminal Investigator position (grade 557) to a Deputy Sheriff position (grade 556), Human Resources.

**COURT ORDER NO. 2018-772-09-17**

4. **AI-45467** Personnel Appointments, Human Resources.

**COURT ORDER NO. 2018-773-09-17**

5. **AI-45468** Personnel Changes, Human Resources.

**COURT ORDER NO. 2018-774-09-17**

**GENERAL DISCUSSION**

**5. FY2019 Budget**

a. **AI-45482** Salary Grievance Committee recommendation for Justices of the Peace, Commissioners Court.

Judge Self said the Salary Grievance Committee passed a recommendation with an 8 – 1 vote for all the JPs (Justices of the Peace) to receive a 5% total pay increase – 3% already approved by the Court for Elected Officials and 2% of the 6% requested by the JPs. Because the vote was not unanimous, the recommendation is before the Court for consideration. A brief discussion ensued.

A motion was made to approve the Salary Grievance Committee's recommendation of a 2% increase above the 3% increase already approved for a total of a 5% increase. Receiving no second, the motion failed. (Time: 1:37 p.m.)

**NO ACTION TAKEN**

b. **AI-45475** Insurance plan design change, Human Resources

Cynthia Jacobson, Human Resources, came forward to request the approval of a minor change to the insurance plan design for vision coverage. The change is for the coverage to provide one pair of eyeglasses per year instead of one pair per 12 months. (Time: 1:38 p.m.)

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

**COURT ORDER NO. 2018-775-09-17**

**c. AI-45382 Public Hearing – Proposed FY2019 Budget.**

Monika Arris, Budget, came forward to present the FY2019 Proposed Budget. Ms. Arris reviewed the General Fund revenue versus expenditures. Taxes on the revenue bring in \$172.9 million in the General Fund with an additional \$30.1 million of revenue for a total of \$203 million. This is a 3.3% increase over FY2018. As for expenditures, there is \$201.6 million in regular expenditures and \$7.2 million in one-time expenditures for a total of \$208.8 million.

No taxes are collected for the Road & Bridge Fund which has a revenue of \$22.1 million and \$24.7 million in expenditures. Ms. Arris said the Fund Balance is decent, so there is no need to allocate any tax dollars to this fund which is why there are more expenditures than revenue. The Permanent Improvement Fund has a small amount of taxes in it along with a small amount of interest earnings. Taxes in this fund equal \$400,000 with \$100,000 in interest for a total of \$500,000. The Permanent Improvement Fund expenditure budget is \$2 million. Like in the Road & Bridge Fund, there is enough Fund Balance to account for not needing so many tax dollars in the Permanent Improvement Fund.

The Operating Fund is the combination of the General Fund, the Road & Bridge Fund, and the Permanent Improvement Fund. These funds receive tax dollars. The total taxes for the three funds is \$173.2 million added to \$52.3 million of other revenue for a total of \$225.6 million in revenue. This is a 1.9% increase over FY2018. Expenditures are \$228.2 million with an additional \$7.2 million in one-time expenditures which brings the total expenditures to \$235.4 million.

Looking at the Debt Service Fund, the debt payment dropped by \$19.6 million from FY2018. On September 10, 2018, the Court passed a resolution to call outstanding bonds for redemption in the amount of \$27.09 million. An additional \$18.5 million is included in the budget from the Debt Service Fund Balance to pay off the 2018 tax notes which were recently sold.

The Healthcare Fund is now supported by the General Fund. The Healthcare Fund will receive a transfer of \$1.8 million from the General Fund for FY2019. In addition to the \$1.8 million the Healthcare Fund receives \$1.3 million in revenue for a total revenue of \$3.1 million. Proposed expenditures for the Healthcare Fund is \$4.7 million.

The total FY2019 Combined Budget Revenue is \$352.1 million. The grand total of the FY2019 Expenditure Budget including the one-time expenditure is \$378.3 million.

Judge Self opened the Public Hearing at 1:43 p.m. and asked for public comments.

Alyse Ferguson, MHMC (Mental Health Managed Care), came forward to request an additional Legal Clerk I to handle the additional magistration which was approved during the Budget Workshop. The total cost for the position including salary, benefits and equipment is \$78,159. A motion was made to approve the additional Legal Clerk I. (Time: 1:45 p.m.)

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

With no further comments, Judge Self closed the Public Hearing at 1:45 p.m.

**d. AI-45383** Adoption of an order setting and approving the FY2019 Elected Officials salaries.

A motion was made to adopt the Elected Officials salaries. (Time: 1:46 p.m.)

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

**COURT ORDER NO. 2018-776-09-17**

**e. AI-45384** Adoption of an order setting and approving the FY2019 Budget.

Commissioner Fletcher read the following as a motion to adopt the FY2019 Budget: This budget will raise more revenue from property taxes than last year's budget by an amount of \$4,984,033, which is a 2.3% increase from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$49,971,681.05. (Time: 1:46 p.m.)

Motion by: Commissioner Susan Fletcher  
Second by: Commissioner Cheryl Williams  
Vote: 4 – 0 Passed by a show of hands

**COURT ORDER NO. 2018-777-09-17**

**f. AI-45385** Adoption of an order setting the maintenance and operating tax rate for FY2019.

A motion was made to adopt the maintenance and operating tax rate of \$0.127212. (Time: 1:47 p.m.)

Motion by: Commissioner Cheryl Williams

Second by: Commissioner John Thomas  
Vote: 4 – 0 Passed

**COURT ORDER NO. 2018-778-09-17**

**g. AI-45386** Adoption of an order setting the debt service tax rate for FY2019.

A motion was made to adopt the debt service tax rate of \$0.053573. (Time: 1:47 p.m.)

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

**COURT ORDER NO. 2018-779-09-17**

**h. AI-45388** Adoption of an order setting the combined tax rate for FY2019.

A motion was made to adopt the total combined tax rate of \$0.180785. (Time: 1:47 p.m.)

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

**COURT ORDER NO. 2018-780-09-17**

**i. AI-45390** Adoption and an order setting and approving the Collin County Fee Schedule for FY2019.

A motion was made to adopt the FY2019 Collin County Fee Schedule. (Time: 1:47 p.m.)

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

**COURT ORDER NO. 2018-781-09-17**

**6. AI-45389** Restrictions on funds in compliance with Government Accounting Standards Board (GASB) Statement Number 54 for FY2019.

A motion was made to adopt the FY2019 committed fund balance which are funds committed against certain expenditures. (Time: 1:47 p.m.)

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

**COURT ORDER NO. 2018-782-09-17**



**7. AI-45416 Agreement to Contribute Right of Way Funds (Fixed Price) with the State of Texas acting through the Texas Department of Transportation (TxDOT) for certain highway improvements on SH 205 from North of John King (Rockwall County Line) to SH 78 for the acquisition of certain right of way and the relocating and adjusting of utilities, Engineering.**

Clarence Daugherty, Engineering, came forward and said TxDOT (Texas Department of Transportation) has a policy requesting local governments to participate in the cost of acquiring right-of-way for their projects in the amount of 10% of the total of right-of-way and utility adjustment cost. The amount in the contract for this project is \$717,427 and involves two local governments – Collin County for the unincorporated area and the City of Lavon. Lavon is asking for the County to cover their portion of the cost. Because of the past practice by the Court on similar items, this is before the Court for consideration.

Judge Self asked to hear the history of the Court on these types of items. Mr. Daugherty said from 2013 – 2017 the County has expended \$7.6 million. Of that, \$5 million has been to cover city shares on projects which have involved small cities.

Commissioner Williams said Lavon did have an obligation on SH78 which they covered and did not ask for assistance. Lavon has been extremely supportive of the County's strategic plan and bond efforts. They have also passed resolutions supporting a north/south freeway. Lavon has done everything the Court has asked cities to do in order to get assistance from the County. The Commissioner believes the Court should support the request and made a motion to approve the item.

Following the motion, Commissioner Thomas asked Kim Dobbs, City Administrator for Lavon, to explain what is affordable for the City and why this is such a constraint. He would like the City to have some "skin in the game" with the project. Ms. Dobbs said the \$89,000 seems like a reasonable amount, but that is 4% of the City's budget and is a substantial sum to include. This amount represents the salaries of two Lavon police officers. The Commissioner suggested Lavon contribute 20% of their cost with the remaining 80% covered by the County. Commissioner Williams reiterated her motion.

Judge Self asked how many small cities have passed resolutions supporting LARs (Limited Access Roadway) and the bond efforts. Mr. Daugherty believed there are a half dozen who have passed resolutions. However, there are not many resolutions on the 2018 bond program. Judge Self said as a County we need to be taking political stances encouraging the cities to support the County's long-term view.

The motion was seconded. (Time: 2:00 p.m.)

Motion by: Commissioner Cheryl Williams  
Second by: Commissioner Susan Fletcher  
Vote: 3 – 1 Passed  
Nay: Commissioner John Thomas

**COURT ORDER NO. 2018-783-09-17**

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

**NO ACTION TAKEN**

9. 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 2:13 p.m.



Keith Self, County Judge



Not Present

Susan Fletcher, Commissioner, Pct. 1



Cheryl Williams, Commissioner, Pct. 2

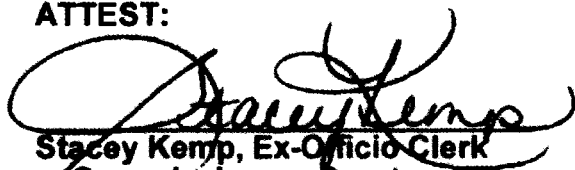


John D. Thomas, Commissioner, Pct. 3



Duncan Webb, Commissioner, Pct. 4

ATTEST:



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