

**An order of the Collin County Commissioners Court Approving the minutes from July 8, 2019.**

Judge Hill gave the invocation.

Commissioner Fletcher led the Pledge of Allegiance.

Commissioner Webb led the Pledge of Allegiance to the Texas Flag.

**1. Call to Order**

Judge Hill called to order the meeting of the Collin County Commissioners Court at 1:30 p.m. and recessed the meeting at 2:19 p.m. The meeting was reconvened at 2:20 p.m. and recessed into Executive Session at 2:27 p.m. The meeting reconvened at 4:21 p.m. and adjourned at 5:32 p.m.

President Hill called to order the meeting of the Collin County Health Care Foundation at 2:19 p.m. and adjourned the meeting at 2:19 p.m.

President Hill called to order the meeting of the Collin County Toll Road Authority at 2:19 p.m. and adjourned the meeting at 2:20 p.m.

**FYI Notifications**

1. **AI-34688** Outstanding Agenda Items, Commissioners Court.
2. **AI-46777** Addendum No. 1, No. 2, and No. 3 to Construction, Collin County Aggregate Rinse Stations (IFB No. 2019-133), Purchasing.

**2. Public Comments**

Brian Newman, McKinney, came forward with a public comment on Executive Session item Court of Criminal Appeals of Texas No. WR-86. Mr. Newman said there are approximately \$387,000 of taxpayer dollars that has been paid to the attorneys involved in the Ken Paxton case. Mr. Newman would like to advocate for and encourage the Court to get a refund for the taxpayers. Mr. Newman asked for the Commissioners Court to do a disgorgement because it is the taxpayer's money and he would hate for it to be an encouragement to others. (Time 2:23 p.m.)

Al Wirtz, Wylie, also came forward to speak on the subject. Mr. Wirtz stated that there has to be accountability to prevent things like this from happening in the future. He urged the Court to force a refund and would like to see the money go back to our men in blue. (Time 2:27 p.m.)

Judge Hill recessed Commissioners Court into Executive Session at 2:27 p.m.

**3. Presentation/Recognition**

**4. Consent agenda to approve**

Judge Hill asked for comments on the consent agenda. Commissioner Fletcher pulled item 4d2 for recusal. With no further comments, a motion was made to approve the remainder of the consent agenda. (Time: 1:32 p.m.)

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

a. **AI-46790** Disbursements for the period ending July 2, 2019, Auditor.

**Court Order No. 2019-526-07-08**

b. **AI-46795** Indigent Defense Disbursements, Auditor.

**Court Order No. 2019-527-07-08**

**c. Advertisement(s)**

1. **AI-46758** Liquid Asphalt Application Services (IFB No. 2019-276), Public Works.

**Court Order No. 2019-528-07-08**

**d. Award(s)**

1. **AI-46739** Historical Preservation for District Clerk - Phase G (1880-1950) (Coop Contract No. 2019-285) to Kofile Technologies, Inc., through TXMAS Contract No. TXMAS-18-3602, District Clerk.

**Court Order No. 2019-529-07-08**

2. **AI-46776** McAfee Hardware & Software Maintenance (Coop Quote No. 2019-214) to SHI Government Solutions, Inc. through DIR Contract DIR-TSO-4291, Information Technology.

A motion was made to approve this item. (Time 1:34 p.m.)

Motion by: Judge Chris Hill

Second by: Commissioner Cheryl Williams

Vote: 4 – 0 Passed

Abstained: Commissioner Susan Fletcher

**Court Order No. 2019-530-07-08**

3. **AI-46709** Vehicle, 2019 Ford F150 Truck (Contract No. 2019-257) to Silsbee Ford, Inc. through the Buyboard Cooperative Contract 521-16, Public Works.

**Court Order No. 2019-531-07-08**

4. **AI-46754** WEX Fuel Cards (Contract No. 2019-284) to WEX Bank, utilizing Sourcewell Cooperative Contract No. 042016-WEX and further authorize the Purchasing Agent to finalize and execute same, Public Works.

**Court Order No. 2019-532-07-08**

**e. Agreement(s)**

1. **AI-46775** Statement of Agreement with Minuteman Disaster Response Foundation for emergency/disaster planning, readiness and emergency/disaster operations, Fire Marshal.

**Court Order No. 2019-533-07-08**

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

1. **AI-46769** May 7, 2019.

**Court Order No. 2019-534-07-08**

2. **AI-46770** May 20, 2019.

**Court Order No. 2019-535-07-08**

**g. Miscellaneous**

1. **AI-46771** Acceptance of the rebate from Citibank in the amount of \$10,876.26 to be deposited in the Going the Extra Mile Employee Incentive Program line item and budget amendment for same, Purchasing.

**Court Order No. 2019-536-07-08**

2. **AI-46796** Personnel Appointments, Human Resources.

**Court Order No. 2019-537-07-08**

3. **AI-46797** Personnel Changes, Human Resources.

**Court Order No. 2019-538-07-08**

**General Discussion**

5. **AI-46784** 2019 TCDRS, Human Resources.

Cynthia Jacobson, Human Resources, presented a TCDRS (Texas County and District Retirement System) PowerPoint presentation. The deposit rate is at 7% with a matching rate of two to one, and the vesting period is eight years. In comparison to surrounding counties, half are at 200%, and the other half are at 225% or 250%. There are more flat-rate COLAs (Cost of Living Adjustment) this year. The cities have a 5% rate of return and do repeating COLAs. The match is the same as the County, and the only difference is the cities have a slightly lower interest rate.

The ten-year rate of return shows that it is above 8%, but the five-year rate of return is below the ending balance needed. The current rate is at 6.95%, but will change in FY2020 to 7.84%. Collin County has the lowest required rate compared to surrounding counties and cities.

The cost per employee per year for retirement benefits over a ten-year period averages \$8,000. The unfunded liability uses the five-year asset recognition method, and the plan is at \$13 million plus which is a funded ratio of 97.6%. With the immediate recognition method, the unfunded liability is over \$60 million, and 93% of the unfunded liability is based on the losses of the plan that were below what was needed for it to be funded. Ms. Jacobson briefly reviewed GASB (Governmental Accounting Standards Board) statements 68 and 75, and COLAs. (Time 1:49 p.m.)

**NO ACTION**

6. **AI-46801** Medical Examiner Update, Medical Examiner.

Dr. William Rohr, Medical Examiner, presented a PowerPoint presentation updating the Court on the ME's (Medical Examiner) Office. There is an onsite inspection done every five years in order to

maintain accreditation by National Association of Medical Examiners. Every year an update must be submitted which includes budget information and policies and procedures. Dr. Rohr said there is an expansion plan for the work area in place that will allow them to work during construction. With the help of the County Health Unit, they were able to purchase a portable trailer where they are able to store deceased individuals if necessary.

There are people within the office that are working long hours, and therefore two new field agents are needed. Dr. Rohr had two graphs that show the total number of bodies examined and total absentia cases from FY2014-FY2018. The numbers in absentia cases have gone up resulting in more work for the office.

Dr. Rohr presented a slide showing a full body x-ray machine that is the latest in technology and is used by many Medical Examiner's Offices across the State. Although it is not being requested now, this machine would be something to consider for the future. The new cremation permit process has helped the office and its workflow. This was a multi-departmental project where the entire cremation permit process including payments is now done online.

Commissioner Webb asked what is the involvement of the investigators in the absentia cases and are the cremation permits included in the absentia cases. Dr. Rohr responded that not all cremations are included in the absentia cases but there are some. The investigators are involved in all the absentia cases due to the gathering of all the necessary information. The number of total cases has increased putting the office behind and is justification for two new field investigators. (Time 2:14 p.m.)

**NO ACTION**

**7. AI-46809** Assignment of a Better Living for Texans (BLT) Project Coordinator, Administrative Services.

Bill Bilyeu, County Administrator, said the employee assignment for BLT (Better Living for Texans) would assist low-income individuals with healthier living, better food options, and exercise. The Court is being asked to host the staff member which means the County will provide the facilities and acknowledge that the position is there. This is a grant-funded program and no cost to Collin County.

Annie Tinsley, AgriLife Extension Services, said Tarrant, Dallas, and Denton Counties also host this position. The funding of the salary, equipment, and food demonstrations would come from Health and Human Services.

Judge Hill asked Caren Skipworth, CIO, if the usage of the Counties network by this employment is permissible. Ms. Skipworth said the County currently works with the State and that it would not be an issue. With no further comments, a motion was made to approve the item. (Time 2:19 p.m.)

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

**Court Order No. 2019-539-07-08**

Judge Hill recessed Commissioners Court at 2:19 p.m. and called to order the Collin County Health Care Foundation and the Collin County Toll Road Authority. The meeting was reconvened at 2:20 p.m. at which time public comments were heard.

8. **AI-46707** Contract Renewal for Food Supplies and Service for Jail Operations (IFB No. 2018-257) with Gordon Food Services, Inc. to extend the contract for one (1) year through and including June 30, 2020, Sheriff.

**Court Order No. 2019-540-07-08**

9. **AI-46712** Contract Renewal for Food Supplies and Service for Jail Operations (IFB No. 2018-257) with Ben E. Keith to extend the contract for one (1) year through and including June 30, 2020, Sheriff.

Judge Hill reconvened Commissioners Court at 4:21 p.m. and began discussions on items eight and nine on General Discussion. Michalyn Rains, Purchasing, came forward to discuss the Contract Renewal for Food Supplies. Ms. Rains explained that she needs a Buyer II level position for this. The administrative process was taking up to 75% of the former employee's time, so Ms. Raines ended the opportunity spot buys in April FY2018. Commissioner Williams expressed her frustration that this was done unilaterally and not brought to the Court because it has cost the County a significant amount of money. Ms. Raines said she was not aware of the amount of time spent on the quarterly process until the workload started affecting the work of another employee. Commissioner Williams said the County has to have the opportunity to reduce food costs and told Ms. Rains to do whatever is necessary to make sure the County is able to make the necessary buys in order to reduce the costs. Commissioner Williams wants to see this come back at budgeting with an explanation of what job duties are suffering and the priorities.

Judge Hill asked Monika Arris, Budget, what the expenses on food were for FY2018. Ms. Arris stated the jail operations food supplies was budgeted at \$1.2 million for FY2018 and the actuals came in at \$1.3 million. The food supply in minimum security was budgeted at \$140,000 and \$116,000 was spent. The jail café had a budget of \$42,000 and \$39,900 was spent. The budget for jail operations for food supply in FY2019 is \$1.3 million and it is currently at \$1.25 million. The budget for minimum security

is \$100,000 and is currently at \$119,000, and the budget for the jail café is \$22,000 and is currently at \$22,200.

Commissioner Hale asked if there have been changes to the food standards as far as caloric intake. Sheriff Jim Skinner came forward and said the dietician did make an increase in caloric intake earlier this year. There are 23,100 meals served each week totaling over \$4,000 per day. The Sheriff agreed with Ms. Rains on the staggering amount of work required in dealing with spot contracts. An extensive discussion ensued regarding the budget for food supply, food costs and the number of meals served. Sheriff Skinner said implementing the opportunity buy system and working with Purchasing will help reduce the cost significantly. Judge Hill asked if the shortfall could have been avoided by having the opportunity spot buy system. The Sheriff said it is a combination of all these factors including the increase in population and inmates.

Judge Hill would like to figure out what the real factor is behind the increase in cost and if it is related to staffing, inmate population increase or the rise in food prices. Commissioner Williams suggested exercising the process of opportunity buys between now and the end of the year with the existing staff to quantify the costs. With no further comments, a motion was made to approve items 8 and 9. (Time 5:14 p.m.)

Motion by: Judge Chris Hill

Second by: Commissioner Cheryl Williams

Vote: 5 – 0 Passed

**Court Order No. 2019-541-07-08**

10. Future agenda items without discussion.

### **Executive Session**

Judge Hill recessed Commissioners Court into Executive Session at 2:27 p.m. in accordance with Chapter 551.071, Legal, to consult with the County Attorney on the following items: Court of Criminal Appeals of Texas No. WR-86; the consolidation of the Justice of the Peace, Precinct 3 offices; public health and safety compliance issues and possible enforcement actions at BarnHill Vineyards; and items 8 and 9 on General Discussion.

The meeting was reconvened at 4:21 p.m. and items 8 and 9 on General Discussion were discussed.

**Legal (551.071)**

**AI-46781** Court of Criminal Appeals of Texas No. WR-86,920-02, Administrative Services.

**NO ACTION**

**AI-46783** Consolidation of the Justice of the Peace, Precinct 3, Positions, Administrative Services.

Judge Michael Missildine, Justice of the Peace, Precinct 3-2, came forward and said he disagreed with abolishing one court or combining the two. With the increase in population, this would only cause more problems including added docket time and staffing issues. Dockets are already full and by combining these courts the docket time will only increase. Mr. Missildine says that we have to think about access to justice. Judge Missildine said he is willing to do whatever needs to be done.

Judge Hill said Precinct 3-1 Court was overwhelmed with cases and 3-2 was under performing because people had the opportunity to choose a court. If Judge Missildine no longer handled magistration and handled truancy differently, this would provide him with several hours of additional time. With four independent precincts on equal footing, there is a statute that allows the County Judge to appoint a temporary Judge as needed to help with the docket. Judge Missildine has been working on handling cases more efficiently than how they have been handled.

Judge Hill called Judge Chuck Ruckel, Justice of the Peace, Precinct 3-1 forward. Judge Ruckel hopes the Court will reach out to the people that are being affected and alleviate their stress and concerns. With the increase in jurisdictional limits, the increase in population, and the numbers we already have in the courts, we need more people not fewer. Sammy Knapp, Constable, Precinct 3, said he guarantees to be there to serve papers. Even with the increase in caseloads, they will be team players and make it work. With no further comments, a motion was made to approve the order of Commissioners Court abolishing the office of Justice of the Peace, Precinct 3-1, as of December 31, 2020. (Time 5:32 p.m.)

Motion by: Commissioner Cheryl Williams

Second by: Commissioner Susan Fletcher

Vote: 5 – 0 Passed

**Court Order No. 2019-542-07-08**



AI-46810 Public Health and Safety Compliance Issues and possible enforcement actions at BarnHill Vineyards, 11917 County Road 509, Anna, TX 75409, Administrative Services.

A motion was made to provide Barnhill Vineyards thirty days to show contracts in place or invoices paid to rectify the needs for fire safety and public health issues, and Judge Hill will make the determination and seek any penalties and attorney fees the County is entitled to. (Time 5:15 p.m)

Motion by: Commissioner Darrell Hale  
Second by: Commissioner Susan Fletcher  
Vote: 5 – 0 Passed

**Court Order No. 2019-543-07-08**

There being no further business of the Court, Judge Hill adjourned Commissioners Court at 5:32 p.m.



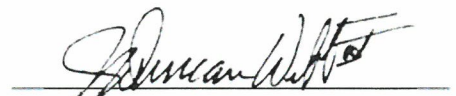
Chris Hill, County Judge



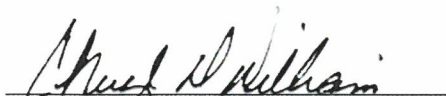
Darrell Hale, Commissioner, Pct 3



Susan Fletcher, Commissioner, Pct 1



Duncan Webb, Commissioner, Pct 4



Cheryl Williams, Commissioner, Pct 2



ATTEST: Stacey Kemp, County Clerk