

STATE OF TEXAS

COMMISSIONERS' COURT
MEETING MINUTES

COUNTY OF COLLIN

AUGUST 6, 2012

On Monday, August 6, 2012, 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 Matt Shaheen, Precinct 1

Commissioner Cheryl Williams, Precinct 2

Commissioner Joe Jaynes, Precinct 3

Commissioner Duncan Webb, Precinct 4

Judge Self led the Invocation.

Commissioner Shaheen led the Pledge of Allegiance.

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

Judge Self called to order the meeting of the Collin County Commissioners' Court at 1:30 p.m. and adjourned the meeting at 3:43 p.m.

President Self called to order the meeting of the Collin County Health Care Foundation at 2:52 p.m. and adjourned the meeting at 2:52 p.m.

DECISIONS MANDATED BY LEGAL ENTITIES OUTSIDE OF COMMISSIONERS COURT AUTHORITY:

1. Notification of budget adjustment(s)/amendment(s):

a. AI-35467 \$17,325 to transfer funds from the Sheriff's Drug Forfeiture fund to the Drug Forfeiture Fund Lease Vehicles, Sheriff.

b. AI-35526 \$27,000 to reallocate funds from Juvenile Out of County Sex Offender (Fund 45) to Juvenile Probation (Fund 18) to provide funding for laboratory services, Auditor.

2. AI-35577 Personnel Appointments, Human Resources.

FYI NOTIFICATION

1. **AI-34688** Outstanding Agenda items, Commissioners Court.

2. Addenda:

a. **AI-35554** No. 1 to Concrete Work, Various Locations (IFB No. 05246-12) to extend the due date to July 19, 2012, Purchasing.

Commissioner Shaheen asked Mr. Klienheksel, Public Works, if his team would be able to support any of the anticipated concrete work on the list. Mr. Klienheksel stated that he would have to find out what exactly the list entailed before he could provide the Court with any feedback. He also stated that this might be more of a Facilities issue. Commissioner Shaheen commented that if the Public Works team and Facilities could work together to use in house resources, it would be for the best. Dan James, Facilities, stated that his team can do general concrete work. (Time: 2:45 p.m.)

b. **AI-35544** No. 1 to Services: Cafeteria Management (RFP No. 06306-12) to update the specifications and extend the due date to August 2, 2012, Purchasing.

3. **AI-35463** Change Order No. 3 to Replacement of Fuel Tank Dispensers and Fuel Tank Monitoring Systems (IFB No. 12075-12) to install an additional sensor to the line leak detection system at the Justice Center, Public Works.

4. **AI-35538** Proposed CSCD Budget for FY2013, Adult Probation.

Commissioner Webb noticed that in the proposed budget for FY 2013 it had \$30,000 for the collections expense. He wanted to know if there was any resolution as to who would be doing collections, specifically felony collections, because of the past discussion naming either the District Clerk or the County Clerk.

Monika Arris, Budget, came forward and stated that a committee has been meeting to work out the logistics as to who would be in charge of felony collections. Bob Hughes, CSCD, sent a proposal to Ms. Arris on August 1st stating that it would cost \$80,109 for him to continue to do felony collections. This issue is still in contingency for the 2013 budget but the logistics are being worked on for either the District Clerk or CSCD taking over felony collections. (Time: 2:47 p.m.)

2. **Public Comments.** There were no public comments.

3. Presentation/Recognition:

a. **AI-35479** Recognition of the County Clerk's office for receiving the 2012 Achievement Award from the National Association of Counties (NACo) for its Marks, Brands and Tattoos (MBT) program, County Clerk.

Judge Self presented the NACo 2012 Achievement Award to County Clerk Stacey Kemp for her project Marks, Brands, and Tattoos. State Representative Ken Paxton, the Cattle Raisers Association, and a team comprised of Tonya Kellogg, Mary Collins, Pat Crosswhite, Veleta Gilbert, Paul Rosales, Laura Higginbotham, Mike Malak, Tim Nolan, Larry Cernosek, Robyn Winans, and Steven Everett were recognized for their assistance on the project. The NACo Achievement award was given to Collin County in recognition of their effective and innovative program which contributes to and enhances county government in the United States. The Collin County Marks, Brands, and Tattoo project is the first of its kind to go electronic and the first in the state of Texas. Judge Self commended the County Clerk and her team for staying on top of cutting edge technology and for putting this program in place. (Time: 1:33 p.m.)

4. Consent agenda to approve:

Judge Self asked for any comments on the consent agenda and pulled item 4i1. Commissioner Webb pulled the Gwen Rawls check and Schindler Elevator check under disbursements, as well as items 4e1, 4j1, and FYI 4. Commissioner Shaheen pulled item FYI 2A.

A motion was made to approve the remainder of the consent agenda to include the disbursements minus the two checks pulled by Commissioner Webb. (Time: 2:43 p.m.)

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

COURT ORDER NO. 2012-470-08-06

a. **AI-35566** Disbursements for the period ending July 31, 2012, Auditor.

A motion was made to approve disbursements to Schindler Elevator and Gwen Rawls. (Time: 2:48 p.m.)

Motion by: Commissioner Cheryl Williams
Second by: Commissioner Matt Shaheen
Vote: 4 – 0 Passed
Abstained: Commissioner Duncan Webb

COURT ORDER NO. 2012-471-08-06

b. **AI-35525** Tax refunds totaling \$109,703.65, Tax Assessor Collector.

COURT ORDER NO. 2012-472-08-06

c. **Advertisement(s):**

1. **AI-35460** Insurance, General Liability and Workers Compensation (RFP No. 06309-12), Human Resources.

COURT ORDER NO. 2012-473-08-06

2. **AI-35461** Insurance, Excess General Liability and Excess Workers Compensation (RFP No. 06310-12), Human Resources.

COURT ORDER NO. 2012-474-08-06

3. **AI-35539** Printing, General Office Forms (IFB No. 05249-12), Purchasing.

COURT ORDER NO. 2012-475-08-06

d. **Award(s):**

1. **AI-35541** Waterproofing of Cooling Tower (IFB No. 05230-12) to Tower Tech Services and budget amendment in the amount of \$20,000 for same, Construction & Projects.

COURT ORDER NO. 2012-476-08-06

2. **AI-35527** Services, Coffee (IFB No. 05226-12) to Office Perks, Inc., Purchasing.

COURT ORDER NO. 2012-477-08-06

e. **Agreement(s):**

1. **AI-35528** Renewal of the Microsoft Enterprise Software Assurance Agreement (Contract No. 05588-09) for three (3) years through and including June 30, 2015 and further authorize the Purchasing Agent to finalize and execute same, Information Technology.

Commissioner Webb stated that the contract is for a three-year agreement; however, he wanted to know what the agreement provided for years two and three in terms of cost. Caren Skipworth, CIO, stated that the cost would be what was listed for year one, plus any additional costs which are added during budget. The cost is not yet known, but, at a minimum, the cost of years two and three would be the same as the year one cost. A motion was made to approve the renewal agreement. (Time: 2:50 p.m.)

Motion by: Commissioner Duncan Webb

Second by: Commissioner Matt Shaheen

Vote: 4 – 0 Passed

Commissioner Joe Jaynes not present

COURT ORDER NO. 2012-478-08-06

2. **AI-34585** Interlocal Agreement with the Town of New Hope for funding through the 2nd Series – 2007 Parks/Open Space Project Funding Assistance Program (Bond Project No. 07PG28) for the acquisition of land to provide additional park and recreational facilities and further authorize the County Judge to finalize and execute same, Special Projects.

COURT ORDER NO. 2012-479-08-06

f. Amendment(s):

1. **AI-35240** First Amendment to the Real Estate Purchase Agreement with DWC Commercial Properties, L.C. to extend the closing date to December 31, 2012 and further authorize the County Judge to finalize and execute same, Administrative Services.

COURT ORDER NO. 2012-480-08-06

2. **AI-35413** No. 3 to the Lease Agreement with the Collin County Health Care Foundation and Collin County Homeland Security (AGR No. 07328-10) for property located at 920 East Park Boulevard, Plano, Texas to extend the lease for a period of 13 months through and including August 31, 2013 at the rate of \$1,592 per month and further authorize the County Judge to finalize and execute same, Construction & Projects.

COURT ORDER NO. 2012-481-08-06

3. **AI-35415** No. 9 to Lease Agreement with Collin County Homeland Security (AGR No. 08633-08) for property located at 1800 N. Graves Street, McKinney, Texas to extend the lease for a period of 13 months through and including August 31, 2013 at the rate of \$633.50 per month and further authorize the County Judge to finalize and execute same, Construction & Projects.

COURT ORDER NO. 2012-482-08-06

4. **Amendment(s) to the Jail Services Agreement to extend the contract for one (1) year through and including September 30, 2013 and further authorize the Purchasing Agent to finalize and execute same, Sheriff:**

a. **AI-35495** No. 1 with the City of Allen (Agreement No. 06215-11).

COURT ORDER NO. 2012-483-08-06

b. **AI-35514** No. 5 with the Town of St. Paul (Agreement No. 12145-08).

COURT ORDER NO. 2012-484-08-06

c. **AI-35497** No. 6 with the City of Anna (Agreement No. 12104-08).

COURT ORDER NO. 2012-485-08-06

d. **AI-35498** No. 7 with the CCCC District Police Department (Agreement No. 12141-08).

COURT ORDER NO. 2012-486-08-06

e. **AI-35509** No. 7 with Dallas Area Rapid Transit (DART) (Agreement No. 12142-08).

COURT ORDER NO. 2012-487-08-06

f. **AI-35500** No. 7 with the City of Josephine (Agreement No. 12131-08).

COURT ORDER NO. 2012-488-08-06

g. **AI-35502** No. 7 with the City of Lucas (Agreement No. 12133-08).

COURT ORDER NO. 2012-489-08-06

h. **AI-35506** No. 7 with the City of Murphy (Agreement No. 12136-08).

COURT ORDER NO. 2012-490-08-06

i. **AI-35496** No. 8 with the City of Celina (Agreement No. 12128-08).

COURT ORDER NO. 2012-491-08-06

j. **AI-35512** No. 8 with the Town of Fairview (Agreement No. 12129-08).

COURT ORDER NO. 2012-492-08-06

k. **AI-35499** No. 8 with the City of Farmersville (Agreement No. 12130-08).

COURT ORDER NO. 2012-493-08-06

l. **AI-35501** No. 8 with the City of Lavon (Agreement No. 12132-08).

COURT ORDER NO. 2012-494-08-06

m. **AI-35503** No. 8 with the City of McKinney (Agreement No. 12134-08).

COURT ORDER NO. 2012-495-08-06

n. **AI-35504** No. 8 with the City of Melissa (Agreement No. 12135-08).

COURT ORDER NO. 2012-496-08-06

o. **AI-35507** No. 8 with the City of Parker (Agreement No. 12137-08).

COURT ORDER NO. 2012-497-08-06

p. **AI-35508** No. 8 with the City of Princeton (Agreement No. 12138-08).

COURT ORDER NO. 2012-498-08-06

q. **AI-35513** No. 8 with the Town of Prosper (Agreement No. 12139-08).

COURT ORDER NO. 2012-499-08-06

g. Change Order(s):

1. AI-35540 No. 1 to Services: Morgue Transport (IFB No. 06221-11) with Weatherall Family Funeral Service, LLC to extend the contract for one (1) year through and including September 30, 2013 and further authorize the Purchasing Agent to finalize and execute same, Medical Examiner.

COURT ORDER NO. 2012-500-08-06

2. AI-35468 No. 2 to Filters: Heating, Ventilation & Air Conditioning (HVAC) (IFB No. 02174-10) with Mustang Light & Supply to extend the contract for one (1) year through and including September 30, 2013 and further authorize the Purchasing Agent to finalize and execute same, Facilities.

COURT ORDER NO. 2012-501-08-06

3. AI-35471 No. 2 to Services, Maintenance, Electrical Contractor (IFB No. 03200-10) with Boyd Electric, Ltd. to extend the contract for one (1) year through and including September 30, 2013 and further authorize the Purchasing Agent to finalize and execute same, Facilities.

COURT ORDER NO. 2012-502-08-06

4. AI-35470 No. 2 to Services, Maintenance, HVAC Contractor (IFB No. 03225-10) with Gulf Energy Systems to extend the contract for one (1) year through and including September 30, 2013 and further authorize the Purchasing Agent to finalize and execute same, Facilities.

COURT ORDER NO. 2012-503-08-06

5. AI-35531 No. 3 to Supplies: Jail and Personal Inmate (IFB No. 03447-09) with Amercare to extend the contract for one (1) year through and including September 30, 2013 and further authorize the Purchasing Agent to finalize and execute same, Sheriff.

COURT ORDER NO. 2012-504-08-06

6. AI-35469 No. 4 to Services, Maintenance: Plumbing Contractor (IFB No. 03489-09) with Plumb Right Services, Inc. to extend the contract for one (1) year through and including September 30, 2013 and further authorize the Purchasing Agent to finalize and execute the same, Facilities.

COURT ORDER NO. 2012-505-08-06

7. AI-35530 No. 4 to Supplies: Jail and Personal Inmate (IFB No. 03447-09) with ICS to extend the contract for one (1) year through and including September 30, 2013 and further authorize the Purchasing Agent to finalize and execute same, Sheriff.

COURT ORDER NO. 2012-506-08-06

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

1. **AI-35589** Outdoor Burn Ban in the unincorporated areas of Collin County for 90 days from the 30th day of July 2012, County Judge.

COURT ORDER NO. 2012-507-08-06

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

1. **AI-35511** \$40,000,000 to allocate the 2012 bond funds to road and open space bond projects, Budget.

Judge Self asked what our schedule was on the open space grant funding and when our projects would be seen. Bill Bilyeu, County Administrator, stated that the submission period just closed. Submissions were due on July 15th and it usually takes six to eight weeks to get the submissions back. (Time: 2:51 p.m.)

Motion by: Judge Keith Self

Second by: Commissioner Matt Shaheen

Vote: 4 – 0 Passed

Commissioner Joe Jaynes was not present

COURT ORDER NO. 2012-508-08-06

2. **AI-35533** \$42,584 to establish a budget for fund 031 (Economic Development) for FY2012 to distribute funds to the Children's Advocacy Center per Chapter 381.004(f) of the Local Government Code, Budget.

COURT ORDER NO. 2012-509-08-06

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

1. **AI-35515** July 9, 2012.

Commissioner Webb noted a correction needed to be made on the minutes under the County Wide Asset Review. It needs to read "broken apart," not "broken out." With this change, a motion was made to approve the minutes. (Time: 2:52 p.m.)

Motion by: Commissioner Duncan Webb

Second by: Commissioner Cheryl Williams

Vote: 4 – 0 Passed

Commissioner Joe Jaynes was not present

COURT ORDER NO. 2012-510-08-06

k. Miscellaneous

1. AI-35545 Early Voting locations, dates and times for the November 6, 2012, General Election, Elections.

Sharon Rowe, Elections, submitted an updated list of the Early Voting Locations. On the original list the Prosper Municipal Chambers was incorrectly listed as being in Commissioner Precinct 3, however, it is actually located in Commissioner Precinct 1. The City of Princeton and Princeton ISD has moved their general election date to November. Princeton City Hall was able to move up to the full calendar as well. To maintain compliance with the ratio, the Carlisle Civic Center in Farmersville and Texas Star Bank in Anna will serve as temporary locations with a week each.

Commissioner Webb stated that Parr Library is in Precinct 4, not Precinct 1 as shown on the updated list. Judge Self clarified that the only remaining change is to update the precinct for Parr Library.

With no further comments, a motion was made to approve the Early Voting Location list. (Time: 1:47 p.m.).

Motion by: Commissioner Cheryl Williams

Second by: Commissioner Joe Jaynes

Vote: 5 – 0 Passed

COURT ORDER NO. 2012-511-08-06

2. AI-35542 Two year appointment of Judges and Alternate Judges by the Democratic Party pursuant to § 32.002 of the Texas Election Code, Elections.

COURT ORDER NO. 2012-512-08-06

3. AI-35543 Two year appointment of Judges and Alternate Judges by the Republican Party pursuant to § 32.002 of the Texas Election Code, Elections.

COURT ORDER NO. 2012-513-08-06

4. AI-35492 Grant application for the FY2013 Cities Readiness Initiative Grant in the amount of \$160,818 with the Texas Department of State Health Services (TDSHS), Homeland Security.

COURT ORDER NO. 2012-514-08-06

5. AI-35480 Grant application for the FY2013 Public Health Emergency Preparedness (PHEP) Grant in the amount of \$627,515 with the Texas Department of State Health Services (TDSHS), Homeland Security.

COURT ORDER NO. 2012-515-08-06

6. **AI-35462** Acceptance of the Dining Alliance rebate check in the amount of \$526.10 to be deposited into Account No. 001-1001-411-4014 for the Going the Extra Mile Employee Incentive Program and budget amendment for same, Purchasing.

COURT ORDER NO. 2012-516-08-06

7. **AI-35551** 2013 Holiday Schedule, Human Resources.

COURT ORDER NO. 2012-517-08-06

8. **AI-35552** Reclassification of a Senior Accounts Payable Tech position (pay grade 534) to an Accounts Payable Technician position (pay grade 533) in the County Auditor's office, Human Resources.

COURT ORDER NO. 2012-518-08-06

9. **AI-35580** Personnel Appointments, Human Resources.

COURT ORDER NO. 2012-519-08-06

GENERAL DISCUSSION

5. **AI-35546** Election Day Vote Centers for the November 6, 2012, General Election, Elections.

Commissioner Shaheen asked Ms. Rowe about the laptops and if the laptops were the reason for the bottleneck during the last election. She stated that yes, they were. Commissioner Shaheen commented that there were still a number of locations with only one laptop and asked if these locations were expected to have low volume turnouts, to which Ms. Rowe replied yes. She continued that currently there are 168 laptops planned for use as well as 50 more on order. Judge Self asked how confident we are with the number of machines. Ms. Rowe stated that there are approximately 860 machines for Election Day locations and 1,420 machines at this point. This leaves on average between 250-300 early voting machines and 100-200 are needed for spares or to replace machines that are not properly working. With no further comments a motion was made to approve the Election Day vote centers. (Time: 1:51 p.m.).

Motion by: Commissioner Matt Shaheen

Second by: Commissioner Cheryl Williams

Vote: 5 – 0 Passed

COURT ORDER NO. 2012-520-08-06

6. **AI-35553** Continued use of Vote Centers, Countywide Polling Place Program for future elections, Elections.

Ms. Rowe stated that this issue is actually broken down into two pieces in reference to public hearings on the use of vote centers.

The first is to inform and solicit opinions from voters, minority organizations, political parties, political subdivisions within the county, and organizations representing voters with disabilities on the use of vote centers in Collin County for this November. The second is a public hearing to solicit information for the county to pursue a successful status for future elections so that the Court does not have to rely on the state admitting them into the program. With successful status, the Court would define which election they would like to utilize.

Judge Self asked Ms. Rowe if after one more election Collin County would be declared a successful county. Ms. Rowe said that we could submit the information now and ask for successful status since the requirement is that at least one election has been held. November would be our fourth election, but we still have to apply to obtain successful status. Another requirement to obtain successful status is that the Secretary of State must not have received any major complaints supported by evidence in the county elections. In 2010, there were some locations with very long lines with bottlenecks at voter check in, and although there were a lot of machines at those locations, this is where the bottlenecks occurred. Because of this we have increased the number of laptops used for check in from 92 in 2010 to 168 for the upcoming election.

After extensive discussion, the Commissioners decided not to hold a public hearing on the vote centers for November because it is not required. Commissioner Shaheen asked to hold off on applying for successful status until after the November election. No motion was made. (Time: 2:00 p.m.)

NO ACTION TAKEN

7. AI-35593 Provide daily listing of early voters on county website, Elections.

Tom Fabry, Frisco, approached the Court with his concerns about how election results are posted. He stated that a portion of Frisco straddles the county line between Collin County and Denton County. Different practices between the two counties can be both a problem and an opportunity, because it allows residents of Frisco to identify the different practices between the counties that support them. Specifically, Mr. Fabry wanted to discuss how election results are posted and made available to citizens in Denton County as compared to Collin County. In Denton County early voting results are posted every day online in an Excel spreadsheet format. This allows individuals to download the information and use it in their "get out to vote campaigns." Similarly, in the regular voting election, an online form can be downloaded, scanned, and sent back with full election results. This is very important for those individuals wanting to campaign in the City of Frisco.

Mr. Fabry noted that in Collin County the process is quite different. An individual must go to the Election Commission to request the results, pay \$5.41, and then the results will be emailed to them. During a year when there are multiple elections occurring, an individual will have to make multiple trips to the Elections office as well as pay \$5.41 each time they request the results.

Mr. Fabry's proposal to the Court is that Collin County create a process in which the results can be posted online. This can be achieved by posting an online request form in which the individual requesting the results will agree not to resell the information. He also proposed that the process be made free of charge. Mr. Fabry further requested that sufficient voting machines be made available to handle the volume of voters at each location. He noted that during a runoff election held at Collin County Community College, voters had to wait in line until 8:15 p.m. Because of this, a number of them left because they simply could not wait any longer.

Sharon Rowe, Elections, approached the podium to address the issue of election results brought forth by Mr. Fabry. She stated something could certainly be done and went on to explain why results have not been posted online in the past. This is because voter registration lists, as well as the list of names of people who have voted daily, are already public information. In the past, the Elections office has received phone calls from voters upset that the information is released so easily, so early election results have not been posted online in Collin County as an effort to maintain privacy even though it is already public information. She asked the Court for direction on how to address the issue of posting election results online, whether it should be available or not.

She continued with Mr. Fabry's concerns about the number of machines available in the primary runoff. The political parties are responsible for calculating the number of machines that are available in the polling place. It is based on a calculation that the state comes up with for reimbursing the political parties as well as based on previous election turnouts. For example, 2011 calculations were based on 2010 turnouts. She further stated that this year looks good for both parties in terms of having more machines available.

Judge Self stated that he is sensitive to the concerns of voters on the list and asked if there was a compromise between what is already available to the public and what would be uploaded online. Ms. Rowe replied that if the information was uploaded to our website it would include the voter's identification number, name, address, the location that they voted at, as well as the date and time of their vote and the ballot style that was provided to them. Commissioner Shaheen stated that the voter information is already made public and he does not feel that any of this information could be misused. At the end of the day it is already public information and Commissioner Shaheen stated he feels this information should be made more readily available. Commissioner Webb asked if there would be any costs associated with making the information available online. Ms. Rowe stated no costs would be associated; it would just be one link on the website with a file uploaded to it daily. Commissioner Jaynes said he had concerns with privacy due to the addresses of the voters being listed as well as their identities being available online. He stated that individuals may be badgered to vote if they haven't made it to early voting. Commissioner Williams stated that badgering individuals to vote would probably still occur even if the information wasn't uploaded online because people can still request the document from the Elections office and pay the fee to do so.

Commissioner Webb said he is okay with posting the results as long as no costs are associated. With no further comments a motion was made to approve posting the early voter information online with no charge. Commissioner Jaynes voted no.
(Time: 1:45 p.m.)

Motion By: Commissioner Cheryl Williams
Second By: Commissioner Duncan Webb
Vote: 4 – 1 Passed
Nay: Commissioner Joe Jaynes

COURT ORDER NO. 2012-521-08-06

8. AI-35338 2012 Exempt and Non-Exempt Compensation presentation, Human Resources.

Cynthia Jacobson, Human Resources, gave a presentation which focused on the salary ranges for the county's exempt and non-exempt positions. The positions discussed did not include legal and law enforcement salary ranges. The comparison data to which the County positions were compared came from four private sector surveys, three counties, and four cities.

Within the past six years there has been very little pay range movement for both exempt and non-exempt positions in the County because market data did not show a need for the movement. However, a regression analysis was used to compare Collin County's pay to market pay, and the results indicated that the exempt pay ranges should be increased by 3% and the non-exempt pay ranges be increased by 4% for FY 2013. This change is reflective of the market value of the pay ranges and would affect only the individuals at the beginning of a pay range. Individuals would move to the new minimum starting salary on October 1, 2012, if their current compensation is below the new minimum.

Ms. Jacobson reiterated that within the past few years Collin County has not changed the salary range for the current positions being discussed. The private sector has slowly increased their pay ranges over the years, however, the gap between the County pay and those in the comparison have just recently increased enough to warrant the current recommendation of a 3% increase for exempt employees and 4% increase for non-exempt employees. Commissioner Webb noted that based on the pay ranges shown for certain grades of exempt employees, Collin County is already above market value and so there should be no need for a 3% increase. Ms. Jacobson noted that it would be very difficult to give pay range increases to only a select few as the ranges are very much integrated with a 7% differential between each pay grade.

With no further discussion a motion was made to approve the increase in salary range for exempt and non-exempt employees. (Time: 2:07 p.m.)

Motion by: Commissioner Joe Jaynes
Second by: Commissioner Matt Shaheen
Vote: 5 – 0 Passed

COURT ORDER NO. 2012-522-08-06

9. AI-35505 Phase I and II of the CP&Y Engineering Services Scope and Fee for FM 2551 (North Murphy Road) from 2514 to FM 2170 and budget amendment in the amount of \$1,822,311, Engineering.

Ruben Delgado, Engineering, stated his department has been working on FM 2551 since 1999. The project is a multi-jurisdictional project which includes Lucas, Allen, Parker, and Fairview and is one of the highest carrying FM roads that needs to be urbanized. The request is for funding the plans, specifications, and estimates (PS&E) of Phase I and II for FM 2551 from FM 2514 (Parker Road) to FM 2170.

Judge Self asked where this project falls on the Regional Toll Revenue Projects (RTR) list and Mr. Delgado replied that he believes it is number 53. This is because it was submitted as strictly construction which drove the ranking down. It was submitted for consideration by Allen, Parker, Lucas, and Fairview. Commissioner Jaynes asked if the cities were participating in the funding, to which Mr. Delgado replied no. If the plans submitted by Engineering are approved, there is a better chance for funding.

Commissioner Webb noted that both the County and the Engineering Department never submitted their top five projects to the Regional Toll Revenue Projects which was strictly a list from the cities themselves. However, if the County had submitted their projects, this one would have been a high priority project. Mr. Delgado noted that Engineering is stepping in because the cities cannot fund the project themselves.

Judge Self stated that this project is not on the list for RTR funding. If this project would leapfrog RTR dollars then maybe the county should put their project on the list. Commissioner Webb agreed that the county should supplement with their projects and redo the list. After extensive discussion, a motion was made to approve engineering dollars by transferring savings from the South to the North for engineering only. Furthermore, Commissioner Webb wants to move forward with adding the County projects to the RTR ranking list and will bring this back as a future agenda item.
(Time: 2:23 p.m.)

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

COURT ORDER NO. 2012-523-08-06

10. AI-35285 Medicaid 1115 Waiver, Regional Health Partnership, Administrative Services.

Bill Bilyeu, Administrative Services, came forward with an update on the 1115 Waiver and stated that some big changes have occurred. HHSC (Health and Human Services Commission) sent out a letter last week verifying that Denton County would be moving to RHP 9. Another workshop was held with stakeholders, which included the counties, hospitals, and any other providers who might want to bring forward a DSRIP (Delivery System Reform Incentive Payment). A big change on Friday occurred on a conference call when HHSC said that the federal government, who operates through the acronym CMS (Centers for Medicare & Medicaid Services), had come back and said they wanted participation from a local entity. HHSC said this would be discussed further in the coming days. Mr. Bilyeu continued by stating that this is the first time that he has heard that we have to spend money by putting money into an 1115 project. The amount required is unknown at this time, but will also be discussed further. Mr. Bilyeu reminded the Commissioners that we do have money put in to Project Access and there are a couple other projects currently being looked at. He further reminded the court that for every 40 cents put into a project, Medicaid matches it with 60 cents so it returns a dollar back to the provider. A little more time was spent discussing the fact that whoever is providing the service, or the one who proposes the DSRIP, is actually the one at risk. Mr. Bilyeu stated that they must put their money up first and then we pay on the back end. They must meet their metrics to get paid.

Commissioner Webb noted that while the Court had originally hoped to only have two projects it looks like more projects will be required. Mr. Bilyeu stated that Randy Routon, LifePath, is planning on putting a lot of his money up to help expand; this might be close to six to eight projects. (Time: 2:28 p.m.)

NO ACTION TAKEN

11. AI-34804 83rd Legislative Agenda for 2013, Commissioners Court.

a. AI-35591 North Texas Tollway Authority (NTTA).

Judge Self said that something had caught his eye on the NTTA's Legislative Agenda items under Executive Summary, so he asked Mr. Moore, NTTA, to be present to clarify. The item was to amend Chapter 366, under prescribed conditions to permit the transfer of revenues from NTTA's two distinct toll systems into a general fund. Mr. Moore commented that the specific question that Judge Self raised was whether or not this would impact the fence system in regards to moving funds.

Mr. Moore stated that this legislative issue will not change any of the ability to move funds. The purpose of this item is to make any funds that could be transferred in the future more usable.

Currently, the way the legislation is written, funds that were to move between the entities would have to go into a separate segregated fund which makes the accounting and bookkeeping more difficult. This legislation would allow the NTTA to create a general fund which would allow for more ease of accounting.

Mr. Moore stated that there are no plans to transfer funds between the systems, and the legislation would not increase the ability to do so, however, the ability to transfer funds does already legally exist. Currently, contractual agreements with TxDOT do not allow for monies to be moved out of the Special Projects System (SPS) until NTTA has paid off certain bonds. Mr. Moore continued that this legislation seems to be purely an accounting cleanup flexibility request.

Commissioner Webb said he has a concern with the proposed resolution because it is extremely broad in stating that the county is supportive of the legislative goals adopted by the NTTA. There is concern that almost anything could be thrown into this legislation which might lead to unintended consequences for the county. Therefore, Commissioner Webb would like more specification on the operational line items if the Court is to approve. Judge Self agreed that NTTA's legislative goals need to be more specific in the language.

Commissioner Webb asked that the last "Whereas" section of the resolution be removed. Commissioner Webb also wanted a change to be made to the section that begins with "It is therefore ordered," specifically the line that begins with "counties, including Collin County" to read "...counties, including Collin County, and supports NTTA legislative goals of enhanced toll enforcement remedies and other tools to support the effective and equitable collection of tolls of the NTTA."

If the NTTA wishes to come back with a resolution with specific operational items, the Court can consider those later. After extensive discussion, a motion was made to approve with the necessary changes. (Time: 2:42 p.m.)

Motion by: Commissioner Duncan Webb

Second by: Commissioner Cheryl Williams

Vote: 4 – 1

Nay: Commissioner Joe Jaynes

COURT ORDER NO. 2012-524-08-06

12. FY 2013 Budget Workshop Agenda

1. AI-35622 Overview of FY 2013 Budget Workshop Agenda

Monika Arris, Budget Director, had a Power Point presentation entitled "FY 2013 Budget Workshop". Ms. Arris presented an overview of the agenda.

2. FY 2013 Recommended Budget Overview

Ms. Arris stated the current tax rate is still \$0.2400; Collin County hasn't had an increase in 19 years. The 5% homestead exemption is still in place. The adjusted taxable value increased by 3%. The average home value in Collin County is \$230,218. The average homeowner will pay \$524.90 in county taxes which is a decrease of \$1.66 from last year.

Ms. Arris moved on to positions requested for this budget by various departments in the County. Currently there are 1,784 authorized positions. If all positions requested were recommended and approved, for FY 2013 there would be 1,816 authorized positions. Ms. Arris is recommending approval of seven positions which would bring the authorized number of positions for FY 2013 to 1,791. Judge Self noted the Court would vote on each individual position.

Changes to the total combined budget included eliminating one-time expenditures from FY 2012 for a reduction of \$7.6 million and elimination of operating transfer out due to GASB 54 reporting change resulting in an \$8,755,000 reduction. Judge Self asked for further explanation. Jeff May, County Auditor, stated this does effect the bottom line number but it has a zero impact to the fund balances. Ms. Arris stated basically they were double budgeting the expenditures. Ms. Arris and Mr. May answered questions from Commissioner Shaheen. Continuing, Ms. Arris stated after the reduction of \$8.7 million, there is also a reduction of general fund salaries by \$2.4 million for positions reimbursed by grants, state and federal funding. After further review of the line items in the budget, Ms. Arris took out another \$1.7 million.

Over \$30 million was requested in program improvements by various departments. Recommended program improvements totaled \$12.5 million, including seven positions as recommended by Budget.

Those positions are: County Clerk Court Collections, Deputy District Clerk II Evidence, Passport Clerk, Grant Accountant, Sheriff's Office Functional Analyst, Sheriff's Office Environmental Deputy, changing a part-time grounds keeper position to a full-time position, Animal Shelter Vet Tech and Animal Shelter Field Officer. Ms. Arris removed one Computer Parts Warehouse Coordinator as requested by Purchasing.

Also included in the combined budget are salary and benefit changes. Those include a 3% increase for Pay for Performance, an increase from 7.7% to 8.5% of salaries for TCDRS annual payment, and an increase from \$765 per month per full-time employee to \$800 per month for employee medical. The total amount of salary and benefit changes is \$2.17 million. Commissioner Williams asked if that would help reduce the gap for health insurance. Ms. Arris replied we are not running a deficit in the health insurance fund, but it will help to keep it balanced.

Continuing with the combined budget details, Ms. Arris stated there is an increase of \$0.9 million for debt service and \$1.0 million to contract with Healthcare Trust for Ambulance Service. The general fund will pay the Healthcare Trust for this contract.

a. General Fund

The general fund budget five-year trend was presented. FY 2013 has the added Jury Fund, Myers Park, Pre-trial Release, Development Services, Juvenile Probation/Detention and Juvenile Alternative Education Funds consolidated into the General Fund due to GASB 54 reporting requirements. As a result, there is a 4.6% increase from last year.

Revenues and expenditures were presented for the last five years. FY 2013 is showing a balanced budget for the general fund. General fund transfers remaining are \$300,000 for courthouse security and \$30,000 for the Child Protective Board.

b. Road & Bridge Fund

Moving to the road and bridge fund, Ms. Arris had a slide showing the adopted budget history for the past five years. The recommended budget has a 3.6% increase which is approximately \$700,000 over last year. The operating fund budget includes all funds included in the general fund, road and bridge and permanent improvement. For FY 2012 it was \$170.8 million; for the FY 2013 recommended budget it is \$175.4 million. \$173.1 million is the revenue estimate from the County Auditor.

c. Health Care Trust

The Health Care fund recommended budget for FY 2013 is \$4.2 million due to the \$1 million being budgeted for the ambulance contract. Without that, the recommended budget would be \$3.2 million which would have been a decrease from FY 2012. This budget includes the Project Access payment, the budget for PrimaCare and grant awards.

Expenditures from FY 2012 were eliminated for a reduction of \$530,000; recommended program improvements resulted in an increase of \$46,000; and there was an increase of \$1.0 million for Ambulance Service. Salary and benefit changes for Health Care are the same as previously stated in the recommended budget overview for a total cost of \$64,000.

Ms. Arris listed the remaining funds in the budget which were: Grants, Special Revenue, Internal Service, CSCD, Juvenile OCSO, Healthcare and CCTRA.

d. Collin County Toll Road Authority

Public hearing was scheduled at 6:00 p.m.

e. Total Combined Budget

The combined budget five-year trend has a 1.5% decrease for FY 2013 from FY 2012. For FY 2012 the combined budget was \$265 million; for FY 2013 the combined budget dropped to \$261 million. Judge Self stated the details of how we get there will be important. Ms. Arris stated the total combined budget for FY 2013, revenues to expenditures, is \$261 million on both the revenue estimate and recommended budget for a balanced budget.

3. AI-35620 Items for Court Consideration

a. Permanent Improvement Fund

1. FY 2013 Recommended Projects

Ms. Arris is recommending 27 projects at a total cost of \$904,000. They include: 13 projects budgeted at \$118,900 for Facilities to do in-house; 11 projects budgeted at \$490,000 in Permanent Improvement Fund; and three projects budgeted at \$294,500 in Animal Shelter Fund. The recommended budget is \$1.25 million with the difference being put in contingency. Ms. Arris noted that Myers Park is requesting to trade in projects. Rather than two projects at the Farm Museum, they have requested a phone line be put in instead. The cost is roughly the same amount.

Commissioner Williams asked Ms. Arris to return to the slide entitled "Operating Funds Budget: Five-Year Trend". The Commissioner wanted to address 2013 versus prior years. She asked what 2012 would have looked like had Ms. Arris rolled all of those separate funds together. Ms. Arris stated she would bring that report to Thursday's court. Commissioner Williams also wanted a clear understanding of what the county's portion is versus the city's portion for the animal shelter.

Ms. Arris asked for questions, comments or directions. Judge Self wanted to start on Thursday with a review of the double counting and the number of days the county has in the fund balance. Commissioner Williams requested that HR have slides available so the Court can refer to them as it relates to law enforcement compensation. The Judge asked that all briefings on budgeting and compensation be available. Following discussion, Commissioner Webb asked for population growth numbers over the last year and Commissioner Shaheen asked for numbers for inflation.

In conclusion, Ms. Arris stated all of this is subject to review. She will bring these items back before the Court on Thursday morning before the presentations by the outside agencies. Friday will be the day for any changes from the Commissioners and the add/deletes. (Time: 3:43 p.m.)

13. Possible future agenda items by Commissioners Court without discussion.

Commissioner Webb requested a financial policy for expenditures for the last three months that an elected official is in office. (Time: 3:17 p.m.)

EXECUTIVE SESSION

Judge Self recessed Commissioners' Court into Executive Session in accordance with Chapter 551.072, Real Estate, of the Government Code to discuss the settlement offer for Bond Project No. 03-081, Murphy Road, Parcel No. 28. (Time: 2:52 p.m.)

Commissioners' Court was reconvened at 3:17 p.m.

Real Estate (551.072)

AI-35521 Settlement offer for Bond Project No. 03-081 (Murphy Road) Parcel No. 28, Special Projects.

Commissioner Williams made a motion to approve a payment for Parcel No. 28, Murphy Road. (Time: 3:17 p.m.)

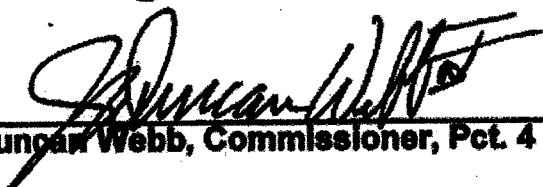
Motion by: Commissioner Cheryl Williams
Second by: Commissioner Duncan Webb
Vote: 5 – 0 Passed

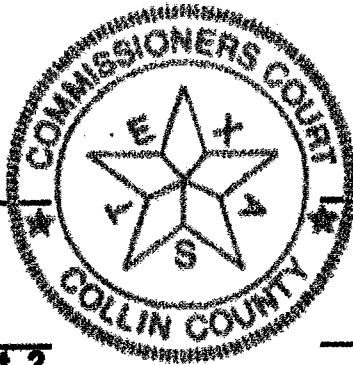
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There being no further business of the Court, Judge Self adjourned the meeting at 3:43 p.m.


Keith Self, County Judge


Cheryl Williams, Commissioner, Pct. 2


Duncan Webb, Commissioner, Pct. 4




Matt Shaheen, Commissioner, Pct. 1


Joe Jaynes, Commissioner, Pct. 3
ATTEST:


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