

STATE OF TEXAS  
COUNTY OF COLLIN

COMMISSIONERS' COURT  
MEETING MINUTES  
NOVEMBER 19, 2012

On Monday, November 19, 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 Duncan Webb, Precinct 4

Absent:  
Commissioner Joe Jaynes, Precinct 3

Commissioner Shaheen led the Invocation.  
Judge Self led the Pledge of Allegiance.  
Commissioner Webb 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 Toll Road Authority at 2:49 p.m. and adjourned the meeting at 2:57 p.m.

President Self called to order the meeting of the Collin County Health Care Foundation at 2:57 p.m. and adjourned the meeting at 2:57 p.m.

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

1. AI-36069 Personnel Appointments, Human Resources.

**FYI NOTIFICATION**

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

2. AI-36055 Addendum No. 1 and 2 to Services, Janitorial (RFP 2013-33) to make various changes to the Request For Proposal, Purchasing.

**3. Notification of budget adjustment(s)/amendment(s), Auditor:**

a. **AI-35970** \$34,670 to establish the budget for the FY2013 Juvenile Accountability Block Grant (JABG).

b. **AI-35977** \$102,223 to establish the budget for the SCAAP (State Criminal Alien Assistance Program) fund.

2. Public Comments. Public Comments were heard under General Discussion Item 7.

3. Presentation/Recognition.

4. **Consent agenda to approve:** Judge Self announced item 4h1 would be deleted from the agenda. He then pulled items 4e1, 4h1, 4h4 and 4h6 for discussion. Judge Self asked for additional comments on the consent agenda. Commissioner Webb pulled items 4d2 and 4d3. Hearing no others, a motion was made to approve the remainder of the consent agenda. (Time: 1:33 p.m.)

Motion by: Commissioner Matt Shaheen  
Second by: Commissioner Duncan Webb  
Vote: 4 - 0 Passed

a. **AI-36065** Disbursements for the period ending November 13, 2012, Auditor.

**COURT ORDER NO. 2012-857-11-19**

b. **AI-36035** Tax refunds totaling \$69,515.27, Tax Assessor Collector.

**COURT ORDER NO. 2012-858-11-19**

c. **Award(s):**

1. **AI-36039** Services, Body Repair and Painting for Light Duty Vehicles (IFB No. 08373-12) to Eldorado Collision (Primary) and Metro Fleet Collision Repair (Secondary), Public Works.

**COURT ORDER NO. 2012-859-11-19**

d. **Agreement(s):**

1. **AI-36030** Memorandum of Agreement (MOA) with the Texas Commission on Environmental Quality (TCEQ) for Vehicle Idling Limitations in Collin County and further authorize the County Judge to finalize and execute same, Administrative Services.

**COURT ORDER NO. 2012-860-11-19**

2. **AI-36033** Acceptance of the Engagement Letter with Pattillo, Brown & Hill, L.L.P. for the Community Supervision & Corrections Department (CSCD) Fiscal Year 2012 Audit, Auditor.

Items 4d2 and 4d3 were discussed together. Commissioner Webb stated his understanding, when hiring this auditor, was there would be a cap. Both of the engagement letters are hourly only with no mention of a cap. Jeff May, County Auditor, stated these engagement letters are required to be filed with the state to let them we are engaging in an audit. These two audits are part of the overall audit contract which covers four audits. There is a cap of \$103,000 on the total price for the auditors. These audits are part of that \$103,000 limit but there's not a specific limit for each audit. With that explanation, a motion was made to approve items 4d2 and 4d3. (Time: 1:35 p.m.)

Motion by: Commissioner Duncan Webb  
Second by: Commissioner Cheryl Williams  
Vote: 4 - 0 Passed

**COURT ORDER NO. 2012-861-11-19**

3. **AI-36032** Acceptance of the Engagement Letter with Pattillo, Brown & Hill, L.L.P. for the Juvenile Probation Department Fiscal Year 2012, Auditor.

Motion by: Commissioner Duncan Webb  
Second by: Commissioner Cheryl Williams  
Vote: 4 - 0 Passed

**COURT ORDER NO. 2012-862-11-19**

4. **AI-36034** Amended Participation Agreement with the Nationwide SAR (Suspicious Activity Reporting) Initiative Program Management Office to amend the amount of the equipment from \$5,500 to \$6,500 reference Microsoft Windows Server Datacenter 2008 enterprise licenses (2) and further authorize the County Judge to finalize and execute same, Homeland Security.

**COURT ORDER NO. 2012-863-11-19**

5. **AI-36031** Interlocal Agreement with the City of Lowry Crossing for funding through the 3<sup>rd</sup> Series - 2007 Parks/Open Space Project Funding Assistance Program (Bond Project No. 07PG42) for land acquisition and further authorize the County Judge to finalize and execute same, Special Projects.

**COURT ORDER NO. 2012-864-11-19**

**e. Amendment(s):**

**1. AI-36053** No. 1 to Professional Services, Engineering, Mobility Plan Update (RFQ No. 06207-11) with Jacobs Engineering Group Inc. to provide various changes to the contract and further authorize the Purchasing Agent to finalize and execute same, Engineering.

Judge Self asked for a briefing. Ruben Delgado, Engineering, came forward. In a prior meeting the Commissioners' Court had requested additional meetings be held on the Mobility Plan. Mr. Delgado informed the court that Jacobs was asked to provide a proposal for additional meetings. That proposal was presented to the Planning Board along with the cost involved. The Planning Board agreed and Mr. Delgado was requesting the Court's approval.

Mr. Delgado introduced Mike McAnelly, a Project Manager with Jacobs Engineering. Mr. McAnelly had a Power Point presentation entitled "Collin County Mobility Plan 2013 Update". Progress updates included completing data collection and contacting 30 municipalities that are within or partly with the County's jurisdiction, requesting their existing plans to update Jacobs' database of land use and major projects. A major purpose of the county Mobility Plan is to provide coordination among all the municipalities and agencies that have jurisdiction over their incorporated areas and ETJs (Extraterritorial Jurisdiction). The Jacobs team is compiling existing plans for land use, thoroughfares and trails as well as pedestrian, bike ways and trails planned by the cities. They are developing forecasts for population, employment and households for the Traffic Serial Zones (TSZs) that cover the entire county and they are preparing a countywide 2035 Future Land Use Plan.

Mr. McAnelly showed Court members and the audience a map depicting cities and ETJs with assumptions for demographic forecasts. Included in those assumptions for guiding development are future land use plans. Currently 22 cities have plans. The City of Farmersville is in the process of developing a new comprehensive plan. Jacobs is also looking at the water districts which include the MUDs (Municipal Utility Districts), FWSDs (Fresh Water Supply Districts) and SUDs (Special Utility Districts). Additionally, they are developing plans for rural areas that project future land use.

Moving to a slide depicting assumptions that differ, Mr. McAnelly had two maps side by side; one dated 2006 and one dated 2013. The differences were pointed out to Court members and questions were answered. Mr. McAnelly stated they are beginning the calculation for population and employment. They are looking at areas that are covered by the current plans and making assumptions in the areas that do not have a plan as to what the future densities will be. It's broken down into three areas: rural, semi-urban and urban.

Moving to an explanation of the amendment, there are two major categories of work included: one is performing additional travel demand modeling using the North Central Texas Council of Governments' (NCTCOG) regional model. The next is conducting three additional public meetings to add more public involvement as requested by the Court. Judge Self asked about the number of meetings. In April the Court asked for two additional meetings; however, three are now being suggested. Mr. McAnelly stated it was felt the equitable way to do this was to have each Commissioner's district host a public meeting during the initial part of the project. Three additional meetings will be added to one countywide meeting. Input will be obtained from residents and businesses within each of the four districts. There will also be up to 20 individual meetings with municipalities within the county, focusing primarily in the NETEX (Northeast Texas Rural Rail Transportation District) corridor as requested by the Court.

Commissioner Shaheen thought 216 hours was high for those meetings. Mr. McAnelly presented the breakdown for time worked for himself and his team. The contract is hourly and the Jacobs team is only paid for hours worked. The contract is a "maximum, not to exceed" contract.

Commissioner Williams asked that these meetings occur prior to assumptions being made. Mr. McAnelly showed a timeline for the meetings as well as possible locations.

Mr. Delgado returned to the podium. Judge Self had questions on the travel demand model. COG doesn't have the people. The Judge asked if that cost will be paid out of COG dollars. Mr. Delgado explained if the county went with COG's model, it would have to be worked in and would jeopardize the timeframe. In the interest of saving time and funds, Mr. Delgado recommended to the Court that Jacobs develop the model. A motion was made to approve the changes to the contract. (Time: 2:01 p.m.)

Motion by: Commissioner Cheryl Williams  
Second by: Commissioner Matt Shaheen  
Vote: 4 - 0 Passed

**COURT ORDER NO. 2012-865-11-19**

**2. AI-36052** No. 10 to the Lease Agreement with Collin County Homeland Security for property located at 1800 N. Graves Street, McKinney, Texas to change Article 1.04, Demised Premises from University Drive Courts Facility, 1800 N. Graves Street, McKinney, Texas 75069 to Collin County Courthouse, 2100 Bloomdale Road, McKinney, Texas 75071 and further authorize the County Judge to finalize and execute same, Construction & Projects.

**COURT ORDER NO. 2012-866-11-19**

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

1. **AI-36037** Computer Parts Warehouse (FY2012 Annual Inventory).

**COURT ORDER NO. 2012-867-11-19**

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

1. **AI-36023** October 22, 2012.

**COURT ORDER NO. 2012-868-11-19**

**h. Miscellaneous**

1. **AI-36040** Donation of Right-of-Way for County Road 408 to the County from the Town of New Hope and further authorize the County Judge to finalize and execute the Deed without Warranty, Administrative Services.

**HELD**

2. **AI-35999** Grant Application and Resolution for the FY2013 Indigent Defense Formula Grant through the Texas Indigent Defense Commission and further authorize the County Judge to finalize and execute same, Auditor.

**COURT ORDER NO. 2012-869-11-19**

3. **AI-35933** Acceptance of the FY2012 Emergency Management Performance Grant (EMPG) in the amount of \$37,950 from the Texas Division of Emergency Management, budget amendment to establish the budget for same and further authorize the County Judge to finalize and execute the notice of subrecipient grant award, Auditor.

**COURT ORDER NO. 2012-870-11-19**

4. **AI-35954** Acceptance of the FY2013 Edward Byrne Memorial Justice Assistance Grant (JAG) in the amount of \$57,790 from the Criminal Justice Division of the Governor's Office for grant period beginning September 1, 2012 through and including August 31, 2013 and budget amendment to establish the budget for same, Auditor.

Judge Self asked for clarification. The grant doesn't ask for any equipment. He asked Mr. May if this is an existing position. Mr. May said the grant would be a reimbursement of sheriff office employees for work they do with the grant. We have the position and the equipment there. Nothing else is requested. With that explanation, a motion was made to approve acceptance of the grant. (Time: 2:02 p.m.)

Motion by: Judge Keith Self

Second by: Commissioner Cheryl Williams

Vote: 4 - 0 Passed

Following the conclusion of General Discussion items, Mr. May asked to return to item 4h4 in order to make a correction to a previous statement. Mr. May stated this grant is for a new position and there are no funds budgeted for a computer or equipment. The county would be expected to provide that. Judge Self said that changes things. He asked for the cost of providing for this position. Bill Bilyeu, Administrative Services, said a cubicle set up runs \$2,000 and computer equipment is approximately \$2,000, so the total start up would be \$4,000 - \$5,000.

The grant is to fund the position of a coordinator to oversee all five drug court programs. The county currently has a coordinator overseeing the court system. The Judge questioned the proliferation of court coordinators. It was explained when this grant was applied for, the presentation was this person would deal with the providers of drug and alcohol services; this would be the person to whom the defendant reports, which is different than the position of court coordinator. There was discussion of tweaking programs currently in existence to absorb these duties. A request was made for a vision for the courts.

Judge Self said he will support acceptance of this grant because the cost is so low. He wants to see if this model can translate into the indigent defense model which is extremely expensive. Court members agreed with trying to keep people out of jail because that's the most expensive place for them to be. Commissioner Webb is interested in the economics of this in terms of what the county is spending on mental health in the jail. Judge Self said a baseline was needed until the end of 2013. Commissioner Webb stated he will approve this grant for one year and would reevaluate when he saw the numbers.

Judge Self asked for a motion to change the previous vote. Commissioner Shaheen made a motion to not approve based on new information. The motion died for lack of a second. (Time: 2:48 p.m.)

**COURT ORDER NO. 2012-871-11-19**

**5. AI-36002** Accept the donation of a STIHL Edger and a STIHL Backpack Blower from the Myers Park Advisory Board to be utilized for grounds maintenance at Myers Park and further add to the replacement inventory schedule, Myers Park.

**COURT ORDER NO. 2012-872-11-19**

**6. AI-36038** Retention of a surplus 2008 Ford Crown Victoria (Vehicle Unit No. 48013) to be used by the District Attorney Misdemeanor Investigation section, Public Works.

Judge Self asked Jon Kleinheksel, Public Works, about the replacement schedule where it says: "be maintained until it is no longer economical to repair". The Judge had a policy question and asked if vehicles are being replaced too soon. Mr. Kleinheksel replied no; he believes this car is an anomaly. It came in in better shape. There was a brief discussion of the "do not replace list". There are currently six vehicles on the list, including the chipper. A motion was made to retain the vehicle. (Time: 2:04 p.m.)

Motion by: Judge Keith Self  
Second by: Commissioner Cheryl Williams  
Vote: 4 - 0 Passed

**COURT ORDER NO. 2012-873-11-19**

**7. AI-36028** Sale of right-of-way along Melissa Road for future widening of US Highway 75, Special Projects.

**COURT ORDER NO. 2012-874-11-19**

**8. AI-36071** Personnel Appointments, Human Resources.

**COURT ORDER NO. 2012-875-11-19**

**9. AI-36072** Personnel Changes, Human Resources.

**COURT ORDER NO. 2012-876-11-19**

## **GENERAL DISCUSSION**

**5. AI-36017** Enterprise Resource Planning (ERP) Project update and approval of Amendment No. 1 to Software & Implementation Services for ERP Financial Software (Contract No. 01134-10) with Sungard Public Sector to provide various changes to the contract and further authorize the Purchasing Agent to finalize and execute same, Information Technology.

Caren Skipworth, IT, came forward with a presentation entitled "Enterprise Resource Planning Project November 12, 2012". Ms. Skipworth was requesting approval for additional funding for the remaining modules needed to go live. The ERP steering committee was presented. The committee is comprised of department heads and elected officials from ten different departments. The current environment includes HTE departments. As part of the initial ERP RFP (Request for Price) that was sent out, they only chose software systems that would supply financials, which is the Auditor, Purchasing, Budget and Treasury. The project is due to go live April 1, 2013. Delays were discussed. One of the delays was due to issues with the Sungard project manager who was relieved of duties. There was also an issue with focus on internal integration with other systems. Ms. Skipworth stated they are still on target for April 1st.



Today Ms. Skipworth was requesting remaining software systems for the remaining departments. All of the old AS400 systems will be removed and we'll move into the new software environment. These systems still offer the same advantages originally proposed. They will be fully integrated. All systems will be implemented and supported by one vendor. It will allow for common workflow for business processes and one maintenance contract application. This will completely remove all HTE software modules off the AS400 which is due to be decommissioned in December 2013. In 2014 we will not be able to get a maintenance contract on the AS400.

The total cost for the additional modules listed is \$224,783. Included in that amount is software services at \$146,000 and training at \$80,000. Our annual software fee will be increased to \$20,300. The projected cost for maintenance is \$165,000 for all modules coming off of HTE. Currently the maintenance for the AS400 and HTE is approximately \$465,000. Judge Self asked if we're using short term debt to fund the annual maintenance fees. Mr. May replied no; that is a general fund budget item.

Continuing, Ms. Skipworth had a slide listing the new application functionality. She stated that would remain the same as the original modules. Employees in IT are being retrained for the new system. Commissioner Shaheen asked about receiving invoices electronically from vendors and electronically paying those invoices. Mr. May answered and said that is one of his first projects. Once we go live with the system, he is looking at adding that enhancement. In conclusion, there was brief discussion of the necessity of a fax system. Commissioner Webb stated he is a proponent of going electronic on everything. (Time: 2:14 p.m.)

Motion by: Commissioner Matt Shaheen  
Second by: Commissioner Duncan Webb  
Vote: 4 - 0 Passed

**COURT ORDER NO. 2012-877-11-19**

**6. AI-36075 County Fair, Commissioner Precinct 1.**

Commissioner Shaheen wanted to have a dialogue on the possibility of a County Fair. Before sending staff down the path of doing an evaluation, he felt it would be good for the Court to have a dialogue of what their vision would be. He does not want a model where the county is running the fair; he would prefer seeing the county enter into relationships with entities that would own portions of the fair, such as a Civil War Reenactment.

Judge Self stated he doesn't want to get in the business of running a County Fair. Commissioner Williams said there has been discussion with the Junior League. Commissioner Webb agreed with Judge Self; he would rather be the landlord. The Junior League is looking for the county to be landlord. They would take the fair on as a project. The Judge said the question for the Court is the needed infrastructure.

Following discussion, Commissioner Shaheen made a motion to move forward with the evaluation by staff of a county fair with the operating model of working more with partnerships vs. being county run and to have them look at possible revenue sources, infrastructure needs and cost. (Time: 2:18 p.m.)

Motion by: Commissioner Matt Shaheen  
Second by: Commissioner Cheryl Williams  
Vote: 4 - 0 Passed

**COURT ORDER NO. 2012-878-11-19**

**7. AI-36076** County-wide recruiting effort in coordination with cities; targeting selected industries in selected high tax states, County Judge.

Judge Self led this discussion. He said we are tiptoeing into delicate area because our cities have the taxing authorities and the established organizations to do economic development. Judge Self wanted to host something that would give a countywide perspective. He cited a magazine article referring to the Dallas-Fort Worth region as a magnetic attraction of North Texas. The Judge is talking about expanding the county's web based regional assets and doing more of a recruiting effort in California since they just raised taxes there. Commissioner Shaheen likes the idea of aggressively reaching out to specific corporations and industries in high taxed, highly regulated states. He thought about sending letters representing the county to CEO's and CFO's of specific organizations and industries, asking them to consider Collin County for relocation. The Commissioner wants to be proactive rather than waiting for them to discover us.

Judge Self had two public comment cards.

Roy Serpa, Fairview, spent the last five years of his career in the Houston area. He assisted small manufacturers in 31 counties, including Harris County. He learned a lot about economic development. Mr. Serpa believes there is a tremendous opportunity for us over the next three to five years, but we have to seize the opportunity. Harris County realized you can't leave development just to the municipalities. There has to be a coordinated approach to potential companies coming to your county. Mr. Serpa doesn't recommend advertising or direct mail but rather suggested each commissioner get more involved in economic development in their precinct. As a result of being heavily involved with the economic development of their precinct, the Commissioners will be better prepared to make a recommendation as to what the county should do as a whole. (Time: 2:23 p.m.)

Mona Roise, McKinney, was the next speaker. She said her concern is not the corporations per se; it's the people they bring here. Her concern is we're moving from a conservative to more of a middle or liberal moderate. We saw with this past presidential election how close we were to a 50-50 vote. Ms. Roise said individuals being brought here will have their values and their thoughts of what politics should be. Collin County is very conservative. But bringing them here raises a concern. Ms. Roise asked the

Court to think about the citizens that we represent. We want the County to grow but not in that direction. (Time: 2:26 p.m.)

James Gandy, President, Frisco Economic Development Corporation (FEDC), came forward and introduced Nancy Windham, Vice-President of the FEDC. Mr. Gandy stated Ms. Windham has significant experience in national and international business recruitment. He asked her to come forward with some ideas or plans that could be formulated to do targeted recruitment with the State of California.

Ms. Windham said by way of background, Frisco, Plano, Allen and McKinney have formed a Collin County Coalition. It's a partnership of the four EDCs where we present ourselves as a county rather than individual cities. In working towards coming together as a county, we have in the past hired an outside firm to go out and see professionally what opportunities there are in California that would be a good match for our county and for our cities. Ms. Windham stated the EDCs would welcome the opportunity to come together and discuss what those opportunities might be so that we can have a stronger voice in California to better market Collin County. If we can set up a meeting, we would be agreeable to host that in our office.

Ms. Windham has traveled internationally with the McKinney EDC. When presenting internationally, it's all about Texas, not just our cities. We are selling Texas, then Collin County. Commissioner Shaheen asked if the process is for companies that have already made the decision to move. Ms. Windham said a lot are cold calls. There are many opportunities, not just with California, but other areas of the country and internationally. Judge Self thinks the process is going to work but we've got to do something. He'd like to talk to Ms. Windham about her offer to host a meeting and move forward. (Time: 2:33 p.m.)

**NO ACTION TAKEN**

#### **8. AI-36080 Board/Committee Appointments:**

##### **a. Child Protective Services Board, Commissioner, Precinct 1.**

Commissioner Shaheen made a motion to appoint Derek Baker to the Child Protective Services Board. (Time: 2:33 p.m.)

Motion by: Commissioner Matt Shaheen

Second by: Judge Keith Self

Vote: 4 – 0 Passed

**b. Historical Commission, Commissioner, Precinct 1.**

Commissioner Shaheen made a motion to appoint Carolyn Harvey to the Historical Commission. (Time: 2:33 p.m.)

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

**c. Health Care Advisory Board, Commissioner, Precinct 1.**

Commissioner Shaheen made a motion to appoint Theresa Counter to the Health Care Advisory Board. (Time: 2:33 p.m.)

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

**d. Park Foundation Advisory Board, Commissioner Precinct 1.**

Commissioner Shaheen made a motion to appoint Ginny Patterson to the Park Foundation Advisory Board. (Time: 2:34 p.m.)

Motion by: Commissioner Matt Shaheen  
Second by: Judge Keith Self  
Vote: 4 – 0 Passed

**COURT ORDER NO. 2012-879-11-19**

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

Bill Bilyeu, Administrative Services, had one update. Last week they discussed hitting a stumbling block with the Adult Clinic in Plano and finding a way to allow them to participate in Pass 2. They had a good meeting last week with the tenant. They are trying to work out a way to be a sponsoring entity and still be a Pass 2. Because of that, they pushed back some public hearing deadlines. (Time: 2:35 p.m.)

**NO ACTION TAKEN**

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

**NO ACTION TAKEN**

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

**EXECUTIVE SESSION**

There being no reason to recess into Executive Session and no further business of the Court, Judge Self adjourned the meeting at 2:48 p.m.



Keith Self, County Judge

Matt Shaheen, Commissioner, Pct. 1

Cheryl Williams, Commissioner, Pct. 2

Joe Jaynes, Commissioner, Pct. 3

Duncan Webb, Commissioner, Pct. 4

ATTEST:

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