

STATE OF TEXAS
COUNTY OF COLLIN

COMMISSIONERS' COURT
MEETING MINUTES
MARCH 25, 2013

On Monday, March 25, 2013, 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 Cheryl Williams, Precinct 2
Commissioner Chris Hill, Precinct 3

Not Present:
Commissioner Matt Shaheen, Precinct 1
Commissioner Duncan Webb, Precinct 4

Commissioner Hill led the Invocation.
Commissioner Williams led the Pledge of Allegiance.
Judge Self led the Pledge of Allegiance to the Texas Flag.

1. Judge Self called to order the meeting of the Collin County Commissioners' Court at 1:30 p.m. and adjourned the meeting at 1:55 p.m.

President Self called to order the meeting of the Collin County Health Care Foundation at 1:55 p.m. and adjourned the meeting at 1:55 p.m.

DECISIONS MANDATED BY LEGAL ENTITIES OUTSIDE OF COMMISSIONERS COURT AUTHORITY:

1. AI-36516 Donation of \$3,000 to CASA (Court Appointed Special Advocates) of Collin County utilizing the DA forfeiture fund and budget amendment for same, District Attorney.

FYI NOTIFICATION

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

2. AI-36499 Budget amendment in the amount of \$9,500 to establish the budget for the Internet Crimes Against Children (ICAC) Interlocal Agreement with the Dallas Police Department, Auditor.

2. Public Comments. One public comment card was submitted for item AI-36521.

3. Presentation/Recognition.

4. **Consent agenda to approve:** Items 4c2 and 4h2 were deleted to be brought back to a future court. Judge Self asked for comments on the consent agenda. Hearing none, a motion was made to approve the remainder of the consent agenda. (Time: 1:39 p.m.)

Motion by: Commissioner Chris Hill
Second by: Commissioner Cheryl Williams
Vote: 3 – 0 Passed

a. **AI-36557** Disbursements for the period ending March 19, 2013, Auditor.
COURT ORDER NO. 2013-228-03-25

b. **Award(s):**

1. **AI-36520** Signs: Road, Parking and Custom (IFB No. 2013-043) to Custom Products, Vulcan, SA-SO and Pathmark, Public Works.
COURT ORDER NO. 2013-229-03-25

c. **Agreement(s):**

1. **AI-36550** Advanced Funding Agreement for Voluntary Local Government Contributions to Transportation Improvement Projects with No Required Match for the shared drive construction along TxDOT Roadway, FM 455 from US 75 northbound Frontage Road to SH 5 (Bond Project No. 07-00-18), budget amendment in the amount of \$4,166 and further authorize the County Judge to finalize and execute same, Engineering.

COURT ORDER NO. 2013-230-03-25

2. **AI-36518** Consulting Services Agreement with The Nature Conservancy (TNC) for restoration of Parkhill Prairie and further authorize the Purchasing Agent to finalize and execute same, Special Projects.

HELD

d. **Amendment(s):**

1. **AI-36554** No. 2 to the Lease Agreement with the Collin County Health Care Foundation for property located at 825 North McDonald Street, McKinney, Texas to decrease the rentable space, increase the per foot cost to \$16.00, and modify the lease term to begin April 1, 2013 through and including March 31, 2018 for 20,431 rentable square feet for a monthly total of \$21,961.34 and further authorize the County Judge to finalize and execute same, Construction & Projects.

COURT ORDER NO. 2013-231-03-25

e. Change Order(s):

1. **AI-36553** No. 2 to Maintenance: UPS Repair & Parts Replacement (IFB No. 02119-11) with Critical Systems Services, Inc. to provide various changes to the contract, extend the contract through and including April 30, 2014 and further authorize the Purchasing Agent to finalize and execute the same, Facilities.

COURT ORDER NO. 2013-232-03-25

2. **AI-36495** No. 4 to Maintenance: Elevators/Escalators (IFB No. 02360-09) with Texas Independent Elevator Company to remove five (5) elevators located in the University Drive Courts Facility from the contract and further authorize the Purchasing Agent to finalize and execute same, Facilities.

COURT ORDER NO. 2013-233-03-25

f. Receive and File, Auditor:

1. **AI-36488** Change of Office Inventory for the Constable, Precinct 4.

COURT ORDER NO. 2013-234-03-25

2. Final Audit Result(s):

a. **AI-36486** Constable, Precinct 2 (1st Quarter FY2012).

COURT ORDER NO. 2013-235-03-25

b. **AI-36487** Constable, Precinct 4 (1st & 2nd Quarter FY2012).

COURT ORDER NO. 2013-236-03-25

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

1. **AI-36490** February 25, 2013.

COURT ORDER NO. 2013-237-03-25

h. Miscellaneous

1. **AI-36484** FY2013 tax exemptions for historical structures and/or landmarks, Collin County Historical Commission.

COURT ORDER NO. 2013-238-03-25

2. **AI-36472** Allocation of Discretionary Dollars to the City of Richardson for Major Thoroughfare Rehabilitation (2007 Discretionary Bond Project No. 07-00-17), budget amendment in the amount of \$687,500 (County participation NTE \$687,500), Engineering.

PULLED

3. **AI-36551** Re-plat of Mclver Place, Phase I, lot 1, Engineering.

COURT ORDER NO. 2013-239-03-25

4. **AI-36521** Re-designation of County Roads 283, 366, and 365 to West Foster Crossing Road and County Road 421 to East Foster Crossing Road with associated address updates, GIS/Rural Addressing.

Sam Luscombe, 1271 County Road 366, Anna, came forward to address the Court concerning the renaming of County Road 366. County Road 366 now bends and adjoins the Outer Loop, which is about 1,000 feet east of US 75. There are approximately six historically significant sites along the two-mile stretch from US 75 on the west to State Highway 5 on the east. Mr. Luscombe recommended to the Court that the section of the Outer Loop from US 75 to County Road 365 be renamed the Heritage Parkway segment of the Outer Loop. Also, Mr. Luscombe would like to see a 500-foot right-of-way adjacent to the Outer Loop developed into a linear park for the public to be able to travel along and visit the six historical sites located there.

Commissioner Hill asked Mr. Luscombe if he was in favor of changing the name back to Foster Crossing Road. Mr. Luscombe replied he was in favor of the change.

This item was approved with the consent agenda. (Time: 1:38 p.m.)

COURT ORDER NO. 2013-240-03-25

5. **AI-36510** 2011 Grant Adjustment Notice with the Texas Department of Public Safety to extend the FY2011 Homeland Security Grant Program (HSGP) Urban Area Security Initiative Program (UASI) grant period from August 31, 2013 to February 28, 2014 and further authorize the County Judge to finalize and execute same, Homeland Security.

COURT ORDER NO. 2013-241-03-25

6. **AI-36519** Reimbursement of fencing materials in the amount of \$1,640.70 to Ms. Morrison for property along CR 398 and further authorize the County Judge to finalize and execute the Agreement for Release and Waiver of Liability, Public Works.

COURT ORDER NO. 2013-242-03-25

7. **AI-36552** Retention of a surplus 2006 Chevrolet Express Passenger Van (Vehicle Unit No. 47453) to be used by Road and Bridge for the CSCD Program, Public Works.

COURT ORDER NO. 2013-243-03-25

8. **AI-36442** Adoption of the revised Collin County Purchasing Manual, Purchasing.

COURT ORDER NO. 2013-244-03-25

9. **AI-36566** Personnel Appointments, Human Resources.

COURT ORDER NO. 2013-245-03-25

10. AI-36567 Personnel Changes, Human Resources.

COURT ORDER NO. 2013-246-03-25

GENERAL DISCUSSION

5. AI-36587 Tax Assessor Collector audit findings, Commissioner Precinct 4.

Bill Bilyeu, County Administrator, stated Mr. Maun was present to address the Court at the request of Commissioner Webb.

Kenneth Maun, Tax Assessor Collector, came forward and admitted he was remiss for not responding to the audit reports that were presented the last two weeks. Corrective actions have been taken in his office to correct the matters brought forth in the audit. Mr. Maun stated he was embroiled in other items in his office rather than paying attention and responding to the audit report received. All of the items on the report have been corrected and most were being corrected during the time the audit was conducted. Mr. Maun apologized for the audit being presented without a correct response.

Jeff May, County Auditor, stated members of his staff have been working in the Tax Assessor Collector's office and they expect to have a favorable audit in response.

Commissioner Williams asked if the bonds are all current. Mr. Maun replied yes, the bonds have been maintained over time. However, due to changes in personnel they were not as current as they could have been.

Judge Self thanked Mr. Maun and asked that he be available should Commissioner Webb have questions for a future court. (Time: 1:42 p.m.)

NO ACTION TAKEN

6. AI-36589 Update on Janitorial Services, Commissioner Precinct 3.

Commissioner Hill asked for an update on the new vendor for janitorial services. Dan James, Facilities, came forward with the update. Facilities maintenance is a 24/7 operation consisting of housekeeping, facilities maintenance and grounds keeping. The contract for housekeeping consists of providing services for over 730,000 square feet. The contract is currently awarded to James Enterprise following an interim period where the County did not have a permanent contract due to changes in the bidding of the contract. Mr. James stated housekeeping is an area that can always be improved and that is what they strive to do.

The guidelines of the contract for housekeeping must meet the requirements of Homeland Security. There are typically 33-34 employees and they work from 5:00 p.m. to 10:00 p.m. cleaning the square footage previously stated. Mr. James explained the policies for maintaining housekeeping procedures. For instance, if an office door is closed, the office will not be cleaned. If an office door is open, the office will be cleaned

and the door shut. Carpets are vacuumed two-three times per week, floors are waxed and stripped twice a year and carpets are shampooed twice a year to avoid damage to the carpet fibers.

There are exceptions. The health care facility has special specifications. It is cleaned nightly from top to bottom. All public restrooms are cleaned daily. Facilities provides all supplies to the vendor and occasionally they run out due to high demand. There are five day porters that take care of the necessities that can't wait until 5:00. Two porters are located in the Bloomdale Courthouse, one in the Administration Building, one in the Sheriff's office and one in Plano. The day porter also takes care of the Auditor's office and District Attorney's office during the day due to sensitive documents. The night crew takes care of areas that are not under lock and key.

Housekeeping is a never ending business. Mr. James stated he receives compliments on the day porters from county employees. He invited the Commissioners to meet with Brenda Turner, his Contract Coordinator. Ms. Turner works after hours from 10:00 a.m. to 7:00 p.m. on Tuesdays and Thursdays.

Commissioner Hill thanked Mr. James for the update. (Time: 1:53 p.m.)

NO ACTION TAKEN

7. AI-36585 Board/Committee Appointments, Commissioners Court:

a. LifePath Systems Board.

Commissioner Williams spoke on Commissioner Webb's behalf. Commissioner Webb wanted to appoint Matt Duncan to the LifePath Systems Board. Commissioner Williams made that in the form of a motion. (Time: 1:53 p.m.)

Motion by: Commissioner Cheryl Williams

Second by: Commissioner Chris Hill

Vote: 3 – 0 Passed

COURT ORDER NO. 2013-247-03-25

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

NO ACTION TAKEN

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

Judge Self made a motion to support SB 929, which requests equal opportunities for home schooled students to participate in University Interscholastic League (UIL) activities. (Time: 1:54 p.m.)

Motion by: Judge Keith Self
Second by: Commissioner Chris Hill
Vote: 3 – 0 Passed

COURT ORDER NO. 2013-248-03-25

Judge Self made a motion to support SB 726 and HB 1484, which allows Collin College to offer a four-year nursing program. (Time: 1:55 p.m.)

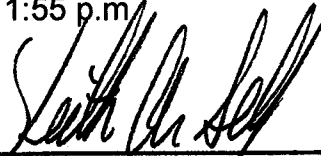
Motion by: Judge Keith Self
Second by: Commissioner Cheryl Williams
Vote: 3 – 0 Passed

COURT ORDER NO. 2013-249-03-25

10. 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 1:55 p.m.



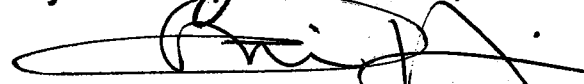
Keith Self, County Judge



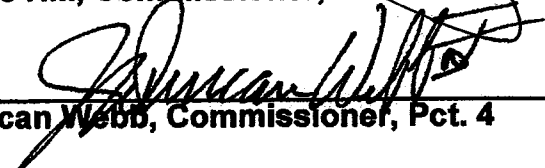
Matt Shaheen, Commissioner, Pct. 1



Cheryl Williams, Commissioner, Pct. 2



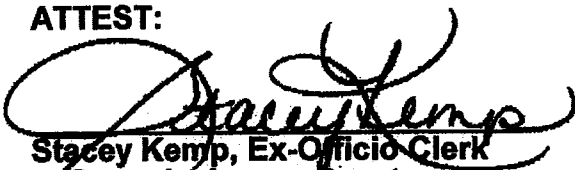
Chris Hill, Commissioner, Pct. 3



Duncan Webb, Commissioner, Pct. 4



ATTEST:



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