

STATE OF TEXAS

COMMISSIONERS' COURT
MEETING MINUTES
MARCH 9, 2015

COUNTY OF COLLIN

On Monday, March 9, 2015, the Commissioners' Court of Collin County, Texas, met in Regular Session in the Council Chambers, Frisco City Hall, 6101 Frisco Square Boulevard, Frisco, Texas, with the following members present, and participating, to wit:

Judge Keith Self

Commissioner Susan Fletcher, Precinct 1

Commissioner Cheryl Williams, Precinct 2

Commissioner Duncan Webb, Precinct 4

Absent: Commissioner Chris Hill, Precinct 3

Judge Self led the Invocation.

Commissioner Webb led the Pledge of Allegiance.

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

1. Commissioner Fletcher called to order the meeting of the Collin County Commissioners' Court at 6:00 p.m. The Commissioner thanked the City of Frisco for the use of their facility. Judge Self recessed the meeting at 7:09 p.m. The meeting was reconvened at 7:10 p.m. and immediately recessed into Executive Session. The meeting was reconvened and adjourned at 8:16 p.m.

President Self called to order the meeting of the Collin County Health Care Foundation at 7:09 p.m. and adjourned the meeting at 7:09 p.m.

President Self called to order the meeting of the Collin County Toll Road Authority at 7:10 p.m. and adjourned the meeting at 7:10 p.m.

1. AI-39647 Personnel Appointments, Human Resources.

FYI NOTIFICATION

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

2. AI-39619 Change Order No. 2 and Change Order No. 3 to Construction, Collin County Walking Trail (IFB No. 2014-261) with North Rock Construction LLC to add various Price Change Orders to the contract (previously approved by the County Administrator per Court Order No. 2007-180-02-27), Construction & Projects.

3. AI-39556 P-Card Disbursements, Auditor.

2. Public Comments.

3. Presentation/Recognition.

4. Consent agenda to approve: Judge Self deleted item 4c1 and asked for comments on the consent agenda. Commissioner Webb pulled items 4c6 and 4d1. With no further comments, a motion was made to approve the remainder of the consent agenda. (Time: 6:02 p.m.)

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

a. **AI-39626** Disbursements for the period ending March 3, 2015, Auditor.

COURT ORDER NO. 2015-129-03-09

b. **AI-39638** Tax refunds totaling \$2,587,722.77, Tax Assessor Collector.

COURT ORDER NO. 2015-130-03-09

c. Agreement(s):

1. **AI-39611** Order providing for the delegation of authority to the Director of Homeland Security to execute Interlocal Agreements, Memorandums of Understandings and similar instruments for sharing data with other local jurisdictions; imposing conditions to such delegation of authority, Administrative Services.

HELD

2. **AI-39633** Interlocal Agreement with the City of Frisco for the construction of improvements to Dallas Parkway from SH 121 to Eldorado Parkway (2007 Bond Project No. 07-033) and further authorize the County Judge to finalize and execute same. County participation NTE \$5,832,500, Engineering.

COURT ORDER NO. 2015-131-03-09

3. **AI-39635** Interlocal Agreement with the City of Frisco for the construction of Lebanon Road from Starwood Drive to Dallas Parkway (Bond Project No. 07-00-31), budget amendment in the amount of \$1,150,000 and further authorize the County Judge to finalize and execute same. County participation NTE \$1,150,000, Engineering.

COURT ORDER NO. 2015-132-03-09

4. **AI-39552** Interlocal Agreement - Medical Countermeasures for Closed POD (Point of Dispensing) Site Agreement with the City of Plano for the purpose of utilizing facilities in the event of a public health emergency and further authorize the County Judge to finalize and execute same, Homeland Security.

COURT ORDER NO. 2015-133-03-09

5. **AI-39641** Interlocal Cooperation Agreement with the City of Frisco for the purchase of fuel for County vehicles and further authorize the County Judge to finalize and execute same, Public Works.

COURT ORDER NO. 2015-134-03-09

6. **AI-39589** Supplemental Agreement No. 1 to the Interlocal Agreement with the City of Dallas to amend the Internet Crimes Against Children grant to extend the grant period through and including June 30, 2015, add additional federal funds and further authorize the County Judge to finalize and execute same, Sheriff.

Commissioner Webb pulled this item because Collin County was referred to as a city rather than a county. With the correction made, a motion was made to approve the item. (Time: 6:02 p.m.)

Motion by: Commissioner Duncan Webb
Second by: Commissioner Susan Fletcher
Vote: 4 – 0 Passed

COURT ORDER NO. 2015-135-03-09

7. **AI-39605** Interlocal Agreement with the City of Frisco for funding through the 5th Series – 2007 Parks/Open Space Project Funding Assistance Program (Bond Project No. 07PG64) for construction of the Dominion Hike and Bike Trail and further authorize the County Judge to finalize and execute same, Special Projects.

COURT ORDER NO. 2015-136-03-09

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

1. **AI-39596** Budget amendment in the amount of \$20,000 for utilization of a recruiting firm in the search for a Director of Juvenile Services, Human Resources.

Commissioner Webb pulled this item because he does not support the budget amendment of \$20,000 to conduct a nationwide search for a Director of Juvenile Services. The department has rejected all resumes it has received for this position without even conducting an interview. The Commissioner feels they should be using the same processes used when hiring other directors and only do a nationwide search if the normal process is completed and no candidate has been found. The Commissioner understands the department does not need approval from the Court since they can use their budget to fund the search.

Judge Self explained that the Court had approved the nationwide search but does understand Commissioner Webb's concerns. The Judge asked Cynthia Jacobson, Human Resources, for a status update on the search. Ms. Jacobson stated the position was posted in November and approximately 25 resumes were submitted. Of those resumes, five were determined to be qualified applicants. A meeting was held with the Board of District Judges subgroup in February. At the meeting the subgroup agreed on the selected recruiting firm and HR has been working on the contract. The contract is very specific stating the candidates have to be those who have not already been sourced and the candidate must be willing to relocate. Judge Self stated progress needs to be made since this position has been vacant since November and a legitimate search needs to be conducted.

Commissioner Fletcher asked why the five qualified candidates have not been interviewed. Ms. Jacobson said the subgroup would prefer to do one set of interviews instead of two. Discussion followed regarding the justification of spending more funds on a nationwide search when there are currently five qualified applicants who have not been interviewed. Ms. Jacobson explained the criteria given to the recruiting firm under the contract consisted of: 1) they must bring five candidates who have been either a director or assistant director; 2) not be a previously sourced applicant; and 3) applicant must be willing to relocate. This criterion must be met before the firm is paid. A relocation package is possible for a qualified candidate and will have to be discussed.

Commissioner Webb would prefer the subgroup interview the five current applicants before conducting a nationwide search. Judge Self stated a nationwide effort is important to provide the Board of District Judges with the strongest possibility to find the strongest candidate to run the juvenile program. Commissioner Williams agreed with the Judge stating that approving the item would indicate the Court would like to see a significant search for the best candidate. With no further discussion, a motion was made to approve the item. (Time: 6:19 p.m.)

Motion by: Commissioner Cheryl Williams

Second by: Judge Keith Self

Vote: 2 – 2 Failed

Nay: Commissioners Susan Fletcher and Duncan Webb

FAILED

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

1. **AI-39610** February 9, 2015.

COURT ORDER NO. 2015-137-03-09

2. **AI-39631** February 16, 2015.

COURT ORDER NO. 2015-138-03-09

f. Miscellaneous

1. **AI-39594** Adoption of the revised Collin County Travel Policy, Auditor.
COURT ORDER NO. 2015-139-03-09
2. **AI-39591** Reject all bids received for Maintenance/Repairs/Operations Parts, Supplies and Related Services (IFB No. 2015-010), Facilities.
COURT ORDER NO. 2015-140-03-09
3. **AI-39637** Declare the attached list of Collin County property as surplus and authorize the Purchasing Agent to sell via on-line auction per V.T.C.A Local Government Code 263 and authorize advertising for same, Purchasing.
COURT ORDER NO. 2015-141-03-09
4. **AI-39648** Personnel Appointments, Human Resources.
COURT ORDER NO. 2015-142-03-09
5. **AI-39649** Personnel Changes, Human Resources.
COURT ORDER NO. 2015-143-03-09

GENERAL DISCUSSION

5. **AI-39543** Live Here Give Here update, County Judge.

Terri Green, President of CPS (Child Protective Services) Board, came forward to update the Court on the Live Here Give Here program.

The Board has been working on the infrastructure of this program for the past two years which includes updating the bylaws pursuant to 501(c)(3) guidelines and establishing a bylaws committee to mirror the bylaws of the County. The bylaws will be voted on at the March 23rd meeting. The Board has been discussing issues such as who will handle day-to-day operations, fund raising, marketing, program development and making sure the rules and regulations of the 501(c)(3) will be followed.

There are concerns about continuity if board members are not reappointed and the fact that current members have limited fund-raising experience.

During the January 26, 2015, meeting the Board discussed using some of the limited funds in the 501(c)(3) to hire a part-time executive director to develop a plan. A job description for this position is being prepared and will be presented to Commissioners' Court once it has been finalized. The executive director would need to continue to generate funds to cover that position's ongoing salary. This would not be a county employee, therefore, there would be no county benefits. If this is successful the Board would like to transition it into a full-time position.

Ms. Green gave a brief explanation of the need for emergency funds in order to pay some expenses. The Board also wants to continue using funds for activities for the children which includes Storybook Ranch and the Studio Movie Grill. Last August \$8,000 was spent on 400 pairs of back-to-school shoes. They also want to stay involved in National Adoption Day.

Judge Self said Live Here Give Here is a county program and in the future CPS may not be the only program under this program. The Judge is excited about the program and feels the citizens of Collin County will step up and support the request for donations. (Time: 6:31 p.m.)

NO ACTION TAKEN

6. AI-39616 Presentation of District Clerk monthly/quarterly statistics, Budget.

Andrea Stroh Thompson, District Clerk, presented the monthly/quarterly statistics for her office. Ms. Thompson began with jurors summoned and jurors attended. Jurors summoned are the people who are notified they may need to appear for jury service. Jurors attended are those who are actually required to come in. The District Clerk's office has worked hard to keep the number of jurors summoned to a minimum. This number has been reduced by a few thousand each year thereby reducing county expenditures for jury expenses. The number of jurors attended has remained static.

Judge Self asked what percentage of jurors summoned actually show up. Ms. Thompson said the current jury system does not accurately report this information. The new jury system will go live next week and will provide a more reliable number.

The number of passport applications has increased due to the reduction in post offices. The new customer queuing system includes an online real-time tracker for wait times for service. This will help applicants in deciding whether to go to the Plano office or McKinney office.

The total number of cases filed is holding steady even with the population growth. This includes civil, family, criminal, and juvenile cases. The number of events has increased slightly. An event is an individual transaction in a case and this helps to understand staff time but does not always mean court time. Judge Self questioned the fact that family cases have remained about the same for the past four years and Commissioners' Court has requested two more family courts. Ms. Thompson explained that her office's time is not the same as the court's time. What may take her office ten minutes could mean hours in court time.

Traffic on the front counter has decreased since January of 2014 when the County went to mandatory civil e-filing for attorneys. This leaves the pro se filers, which is a reduction in numbers, but has not saved as much time as hoped. (Time: 6:48 p.m.)

NO ACTION TAKEN

7. AI-39624 Proposed list of projects for Proposition 1 funding, Engineering.

Clarence Daugherty, Engineering, explained that since the successful election of Proposition 1, the COG (Council of Governments) and TxDOT (Texas Department of Transportation) have been diligent in looking for projects that could be submitted to TxDOT. The initial recommendation was for one project for the first year and three projects for the second year. It was then determined that the local estimated projection of revenues was conservative and there may be room for additional projects.

At Judge Self's request, the Engineering Department proposed a list of projects that could be ready if more funding is available. The list of projects prepared in conjunction with TxDOT could be ready to let by 2018. This is not a listing of priority projects but rather a listing of projects that have the best chance of fitting the criteria for Proposition 1 funding. The first project, FM 2551 from Parker Road up to FM 2170, is the only project that is under design now and will be ready during the first four years. The remaining projects are in the early stages of engineering.

Commissioner Webb asked what is required to get some of the high priority projects put on this list. Mr. Daugherty said the possibility is slim because those projects are not on TxDOT's radar and will require a lot of discussion. The Commissioner would like to do everything possible to accelerate the engineering process on these priority projects so the county can get a portion of the equity. Mr. Daugherty suggested limiting the list to two projects which are higher priority.

There was a brief discussion on funds and the best strategy for moving priority projects as fast as possible. The Court agreed the priority projects need to be on the list even if they are not ready. (Time: 7:02 p.m.)

NO ACTION TAKEN

8. Board/Committee Appointments, Commissioners Court:

a. AI-39644 North Texas Behavioral Health Authority.

The Court has two appointments to make to the NTBHA (North Texas Behavioral Health Authority) Board. At this time there is no recommendation for a second person to appoint. A motion was made reappoint Commissioner Williams to the NTBHA Board. (Time: 7:02 p.m.)

Motion by: Commissioner Duncan Webb

Second by: Judge Keith Self

Voted: 4 – 0 Passed

COURT ORDER NO. 2015-144-03-09

b. AI-39645 North Texas Groundwater Conservation District.

Bill Bilyeu, County Administrator, explained the appointee must be a registered voter in Collin County, have an interest in groundwater and not be an elected official. Mr. Bilyeu recommended putting it on the County's website and asked the Court to assist in looking for a nominee. (Time: 7:04 p.m.)

NO ACTION TAKEN

9. AI-38983 North Central Texas Council of Governments (NCTCOG) Executive Board monthly update, County Judge.

Judge Self had two items of interest for the Court. The first item was a plan for COG (Council of Governments) to participate with other COGs across the country to come up with best practices on managed lanes. The item passed though the Judge voted against it since we are trying to do away with the managed lanes on US75.

The second item was appointing a legislative member to be the ex officio legislative board member of the Executive Board. Five names were submitted in the lottery and Representative Jeff Leach was selected. This means there will be another Collin County voice on the Executive Board of NCTCOG for the next two years. (Time: 7:05 p.m.)

NO ACTION TAKEN

10. AI-38856 84th Legislative Agenda for 2015, Commissioners Court.

NO ACTION TAKEN

a. AI-39559 Bills of Interest

Judge Self proposed adding HB 392 which is a permissive bill allowing counties to charge a fee up to \$10 when vehicles are registered. The County may only use the fee revenues on non-tolled transportation projects that relieve congestion, improve safety or address air quality.

The Court has voted to leave LIRAP (Low-Income Repair Assistance Program) which should be effective in August 2015. Judge Self wanted to discuss this with the Court before speaking to a legislator and asked if the Court would like to seamlessly move the \$6 LIRAP fee into transportation. The funds would then come to the County Treasurer to be used for transportation.

Commissioner Williams supports this and would like to use the money for engineering purposes for transportation. Commissioner Fletcher was also supportive and agreed the fee should remain \$6. Judge Self will approach the legislators regarding this bill. (Time: 7:09 p.m.)

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

Judge Self asked Bill Bilyeu, County Administrator, to prepare a briefing on the Intern Program for a future Court. (Time: 7:09 p.m.)

EXECUTIVE SESSION

Judge Self recessed the meeting into Executive Session at 7:10 p.m. in accordance with Chapter 551 of the Local Government Code under Paragraph 551.071, Legal, to discuss GT Construction and the 900 East Park Boulevard Building.

AI-39527 GT Construction and 900 East Park Blvd. Building, Administrative Services.

NO ACTION TAKEN

Judge Self reconvened Commissioners' Court at 8:16 p.m. There being no further business of the Court, Judge Self adjourned the meeting at 8:16 p.m.



Keith Self, County Judge

Susan Fletcher, Commissioner, Pct. 1

Not Present

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