

STATE OF TEXAS

COMMISSIONERS' COURT  
MEETING MINUTES  
MARCH 16, 2015

COUNTY OF COLLIN

On Monday, March 16, 2015, 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 Susan Fletcher, Precinct 1

Commissioner Cheryl Williams, Precinct 2

Commissioner Chris Hill, Precinct 3

Commissioner Duncan Webb, Precinct 4

Commissioner Webb led the Invocation.

Judge Self led the Pledge of Allegiance.

Commissioner Fletcher 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 2:39 p.m.

President Self called to order the meeting of the Collin County Health Care Foundation at 2:39 p.m. and adjourned the meeting at 2:39 p.m.

President Self called to order the meeting of the Collin County Housing Finance Corporation at 2:39 p.m. and adjourned the meeting at 2:39 p.m.

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

1. AI-39667 Personnel Changes, Human Resources.

**FYI NOTIFICATION**

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

2. AI-39658 Addendum No. 1 to Vehicles, Police Motorcycles (IFB No. 2015-101) to make various changes to the Invitation for Bid, Purchasing.

3. AI-39643 Voluntary Terminations, Human Resources.

2. Public Comments.

### **3. Presentation/Recognition:**

#### **a. AI-39652 Proclamation recognizing March 2015 as Purchasing Month, Purchasing.**

Judge Self presented a proclamation to Sara Hoglund, Purchasing, recognizing March 2015 as Purchasing Month and expressed the Court's appreciation for their hard work. Purchasing is one of the two independent offices which keeps the County ethical in everything it does. Ms. Hoglund thanked the Court and invited everyone to come to the Purchasing Department's Open House on March 19<sup>th</sup> at 2:00 p.m. to celebrate Procurement Month. (Time: 1:33 p.m.)

#### **b. AI-39674 2014 Texas A&M AgriLife Regents Fellow Award.**

Judge Self recognized Carrie Brazeal, Texas AgriLife Extension, based on a letter from Hurley Miller, District Extension Administrator, stating Ms. Brazeal received the 2014 Texas A&M AgriLife Regents Fellow Award. This is the highest award given to Texas A&M employees and recognizes outstanding professionals who have demonstrated exceptional leadership in programs or projects with significant statewide impact. The letter also stated Ms. Brazeal was named regional Educator of the Year in 2012 by the National Extension Association of Family and Consumer Sciences.

Judge Self thanked Ms. Brazeal for what she does for the County. Ms. Brazeal thanked the Court and said she was honored and humbled by this award and is very lucky to work in a county that has been constantly changing and whose Commissioners' Court strongly supports extension programming. (Time: 1:35 p.m.)

#### **c. Service Pins, Human Resources.**

**4. Consent agenda to approve:** Judge Self pulled items 4d4 and 4d5 for discussion and then asked for comments on the consent agenda. Hearing none, a motion was made to approve the remainder of the consent agenda. (Time: 1:35 p.m.)

Motion by: Commissioner Duncan Webb  
Second by: Commissioner Susan Fletcher  
Vote: 5 - 0 Passed

#### **a. AI-39666 Disbursements for the period ending March 10, 2015, Auditor.**

**COURT ORDER NO. 2015-145-03-16**

**b. Award(s):**

1. **AI-39612** Professional Services, Appraisal Services (RFP No. 2015-032) and further authorize the Purchasing Agent to finalize and execute the Appraisal Services Agreement, Special Projects.

**COURT ORDER NO. 2015-146-03-16**

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

1. **AI-39651** February 24, 2015.

**COURT ORDER NO. 2015-147-03-16**

**d. Miscellaneous**

1. **AI-39623** Acknowledgment of the issuance of the Tarrant County Cultural Education Facilities Finance Corporation Bonds (Baylor Scott & White Project) Series 2015, Administrative Services.

**COURT ORDER NO. 2015-148-03-16**

2. **AI-39659** Re-designation of Private Road 5618 to Bosh Hideaway Ranch (with associated address updates), GIS/Rural Addressing.

**COURT ORDER NO. 2015-149-03-16**

3. **AI-39636** 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. 2015-150-03-16**

4. **AI-39531** Purchase Elevator/Escalator/Chair Lift maintenance utilizing the purchasing cooperative TCPN contract R5042 with Thyssen Krupp Elevator for an annual amount of \$84,480 (monthly payments of \$7,040), Purchasing.

Sara Hoglund, Purchasing, came forward to explain that Schindler Elevator would not charge to repair the broken handrail so their annual contract cost would be \$76,932.24 (monthly payments of \$6,411.02). This contract would also include any additional handrail repairs or replacements. The Thyssen Krupp contract includes repairing the current handrail and only one replacement/repair per year.

Bill Bilyeu, County Administrator, said Schindler Elevator took the control cards when they left which created a scenario where the vendor that was selected could not support us. Dan James, Facilities, explained the control card is not necessary for operating or maintaining the elevators, but it is required for the annual state inspections. There was a brief discussion regarding the control cards and Schindler's representation that the cards were not necessary to operate the elevators.

Mr. Bilyeu said while the Schindler contract may be cheaper, he as administrator would prefer to deal with Thyssen Krupp Elevator. Judge Self agreed. Commissioner Webb said the four repair payments of \$4,608.64 each made to Schindler Elevator from January 7, 2015 to February 2, 2015 need to be factored in.

Mr. James said there was the option of changing out the controls in the elevators but this would cost approximately \$150,000 per elevator. Commissioner Webb asked if the County needs to add elevators in the future, is it possible to put "non-proprietary systems only" in the specs. Ms. Hoglund said it could be put in, but they are limited by what comes back in the bids. With no further discussion, a motion was made to approve the item. (Time: 1:45 p.m.)

Motion by: Commissioner Susan Fletcher  
Second by: Commissioner Chris Hill  
Vote: 5 – 0 Passed

**COURT ORDER NO. 2015-151-03-16**

**5. AI-39663** Termination of the contract for Maintenance: Elevators/Escalators (IFB No. 2014-176) with Oracle Elevator, Purchasing.

After approving item 4d4, AI-39531, a motion was made to approve this item. (Time: 1:46 p.m.)

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

**COURT ORDER NO. 2015-152-03-16**

**6. AI-39669** Personnel Appointments, Human Resources.

**COURT ORDER NO. 2015-153-03-16**

**7. AI-39670** Personnel Changes, Human Resources.

**COURT ORDER NO. 2015-154-03-16**

**GENERAL DISCUSSION**

**5. AI-39617** Presentation of Facilities monthly/quarterly statistics, Budget.

Dan James, Facilities, came forward to present the monthly/quarterly statistics for Facilities. Mr. James started with the very successful changes in the way Collin County does business regarding utilities. The number of kilowatt hours used has been reduced by eight million kilowatts. This has been done through capital improvements and energy conservation and equates to a \$700,000 savings or a 39% reduction in electrical costs between 2013 and 2014. This is a result of our membership in the Energy Conservation Program and P3, our cooperative provider for electricity.

Regarding water and trash costs, the County has installed energy conservation fixtures and uses insta-heaters instead of boilers. This saves on water as well as energy. Even with the growth, water costs are down, in part, due to the amount of rainfall last year. Judge Self asked in which quarter the leak occurred in the courthouse. Mr. James explained the leak was over a three-year period and continued to grow. The numbers will be down in 2015 with a full year since the repair unless there is a severe drought this summer and irrigation costs increase. The larger cost is not water consumption but trash intake which is hard to control.

Natural gas consumption is down by 10% since the County now purchases its natural gas through the GLO (General Land Office). The jail and central plant are the largest users of natural gas. From a utilities standpoint, all areas have decreased even while expanding the campus.

Facilities handles approximately 10,000 work orders per quarter and these numbers remain relatively consistent. This includes work orders that are departmental requests and mandates but does not include routine maintenance.

Regarding HVAC maintenance and materials, there are more complaints in this area than any other. Campus temperatures are maintained at 70 to 72 degrees with a two degree window either way.

Housekeeping is under contract which is administered by Facilities. The County provides and monitors the cleaning and paper products used by Housekeeping. Work orders issued and completed for housekeeping supplies and maintenance are trending down.

Grounds maintenance is the frontline for inclement weather. The jails, minimum security and Animal Services never close so access to these buildings must be cleared of snow and ice. On rainy days grounds maintenance employees can use comp time or work in facilities maintenance doing miscellaneous work orders. Requisitions issued for grounds maintenance peaks in the third quarter when Facilities replenishes stock and inventory for the next year.

Lastly, Mr. James discussed security reporting which included security system reports, time schedule changes, access changes, activated badges and deactivated badges. All of these are handled by Facilities. (Time: 2:12 p.m.)

**NO ACTION TAKEN**

**6. AI-39678 Intern Program update, County Judge.**

Bill Bilyeu, County Administrator, presented a history of the Intern Program to the Court. The District Attorney runs a large intern program during both the school year and the summer consisting of undergrads and law school students. The DA is trying to recruit future employees through this program.

Teen Court has had a few short-term programs with interns. Homeland Security has had a long internship program from which two interns became full-time County employees. Both IT and GIS have used the paid intern program. However, it takes time to train interns in both of these departments' processes and their 1,000 hour work limit resulted in turnover just as the interns were becoming productive. The GIS intern program was discontinued and in FY2015 was replaced with a regular part-time position.

There are many benefits to the intern program, one of which is being able to "test drive" future job applicants without the financial risk. The main issues are having someone to manage the interns day to day and having projects for them to do. Other issues are building and network access and whether the County or intern provides the computer equipment.

Mr. Bilyeu also presented the legal issue which came from an employment litigation firm's website regarding paying or not paying an intern. Commissioner Hill asked if the County was in compliance with the Department of Labor's guidelines. Mr. Bilyeu said the County is working within the guidelines.

There was a brief discussion about elected officials having intern programs and how not to bother or interrupt other staff. (Time: 2:19 p.m.)

**NO ACTION TAKEN**

**7. AI-33858 RTC monthly update, Commissioner, Precinct 4.**

Commissioner Webb updated the Court on the last RTC (Regional Transportation Council) meeting. There was an amendment to the Unified Planning Work Program and one item in that program was to put \$1 million into a strategic corridor study for Collin and Hunt Counties. This amendment was approved and is a positive for Collin County.

There was an update on state and federal legislative actions as well as a conversation about HBs 1030 and 1031 both filed by Representative Jeff Leach and both aimed at providing transportation funding. There was a call for projects for TAP (Transportation Alternatives Program) funds and another call for projects which were school-based programs related to transportation. (Time: 2:22 p.m.)

**NO ACTION TAKEN**

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

Judge Self had asked the Court to look at HB 1397 which was filed by Representative Matt Shaheen. The Judge feels this is a good bill that will bring the TCDRS (Texas County and District Retirement System) board more in line with what civilian boards look like. This bill will change the nine-member board who are all beneficiaries of the TCDRS Pension Plan to nine who are active members of Commissioners' Courts.

This bill is meant to have the board made up of the people who are charged with how many taxes and fees citizens are charged against what is allocated. There is a provision that current board members will continue to serve until their terms are up.

Judge Self thinks the Court should support this bill because it will make the TCDRS board look more like an independent board rather than a board of beneficiaries. Six of the members would be members of a Commissioners' Court and three would be members of the public who are not elected officials. Commissioner Hill clarified that under this bill elected board members of a district are not eligible. Commissioner Williams feels that may create an opportunity for opposition. Commissioner Fletcher said the ratio is consistent with other boards. With no further discussion, a motion was made to pass the resolution supporting the bill. (Time: 2:28 p.m.)

Motion by: Commissioner Chris Hill  
Second by: Commissioner Cheryl Williams  
Vote: 5 - 0 Passed

**COURT ORDER NO. 2015-155-03-16**

**a. AI-39559 Bills of Interest**

Judge Self said there are at least four bills that talk about a mechanism for moving back toward a more historic percentage for transportation funding. The bills are Senator Nichols' SB 5, Representative Pickett's HB 13 along with its associated constitutional amendment which has a different form of sales tax, Representative Fletcher's HB 3763 and Representative Shaheen's HB 2686. The Judge asked Bill Bilyeu, County Administrator, to get all the bills together and send a consolidated list to the Court to discuss and decide which is the best bill. Commissioner Fletcher said Representative Leach has a bill as well with sales tax for motor vehicle parts.

Collin County's district court bill is HB 1822 and has been filed. There is no hearing scheduled. Mr. Bilyeu said HB 2768 is the omnibus bill and will include HB 1822. It is filed but does not show the preference to family law. It may need testimony to ensure that provision is in there. Judge Self said we had family law preference in the title of the bill but not in the actual paragraph that creates the courts. The County Court at Law is a local bill which was published on March 23<sup>rd</sup> and will be filed 30 days from that date.

For the next bill of interest Commissioner Williams said there is no formula funding for any existing LMHAs (Local Mental Health Authority). Representative Shaheen placed a budget appropriations rider asking that, in lieu of a historical average since there is none for a new LMHA, to take the average of the 38 existing LMHAs as a starting point for the two new LMHAs. This has received support. However, all of the riders associated with NorthSTAR have been pulled and will only be considered during a conference committee. The Court may have to address it sometime in a floor amendment. In the meantime we will be working to gain support for this methodology.

Also, there has been a bill filed by Toni Rose in Dallas requesting an additional study and a push back of the date. The Commissioner has heard that it may not get very far and the Court is watching it closely. Judge Self said there was an email about 13 other funding streams with various sources of funding.

Commissioner Williams emphasized that one of the primary issues dealt with in mental health is poverty adjustments with dollars being given to LMHAs that fall below the median. Taking an average of the 38 existing LMHAs would prevent that from occurring. The Commissioner said it would not make sense to create another LMHA that is already in the hole. (Time: 2:37 p.m.)

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

Judge Self asked for candidates for the GCD (Groundwater Conservation District) board to be a future agenda item. The candidate should have water experience.

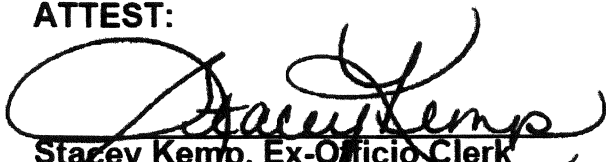
Commissioner Webb has a strong candidate for the North Central Texas Council of Governments Regional Aging Advisory Committee. She is completing her paperwork and was recommended by Pat Hatchell. (Time: 2:39 p.m.)

**EXECUTIVE SESSION**

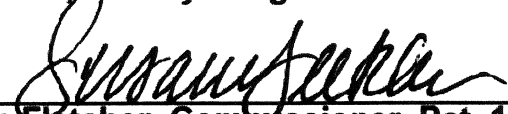
The Court did not recess into Executive Session. There being no further business of the Court, Judge Self adjourned the meeting at 2:39 p.m.



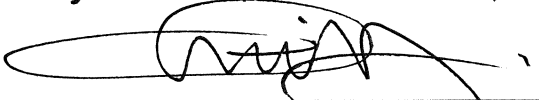
**ATTEST:**

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

  
\_\_\_\_\_  
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