

STATE OF TEXAS

COUNTY OF COLLIN

COMMISSIONERS' COURT
MEETING MINUTES
JANUARY 25, 2016

On Monday, January 25, 2016, 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 Hill led the Invocation.

Commissioner Webb led the Pledge of Allegiance.

Judge Self 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 recessed the meeting at 2:38 p.m. The meeting was reconvened at 2:39 p.m. and recessed into Executive Session at 2:40 p.m. The meeting was reconvened and adjourned at 3:17 p.m.

President Self called to order the meeting of the **Collin County Health Care Foundation** at 2:38 p.m. and adjourned the meeting at 2:38 p.m.

President Self called to order the meeting of the **Collin County Toll Road Authority** 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-41092** Personnel Appointments, Human Resources.
2. **AI-41093** Personnel Changes, Human Resources.

FYI NOTIFICATION

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

2. Addenda:

- a. **AI-41082** No. 1 to Herbicide Treatment of Roadside Right-of-Way and Encroachments (IFB No. 2016-052) to make various changes to the Invitation for Bid, Purchasing.
- b. **AI-41090** No. 1 to Juvenile Detention Facility Touchscreen and Camera System Upgrade (RFP No. 2016-060) to make various changes to the Request for Proposal, Purchasing.
- c. **AI-41089** No. 1 to Professional Services, General Civil Engineering for County Buildings and Property (SOQ No. 2016-080) to add the Disclosure of Interested Parties to the Statement of Qualifications, Purchasing.
- d. **AI-41081** No. 3 to P25 Trunked Radio System Replacement (RFP No. 2016-020) to make various changes to the Request for Proposal, Purchasing.

3. AI-41077 Employee Insurance Fund Update, Auditor.

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

- a. **AI-41026** \$15,462 to establish the budget for the FY 2015 Justice Assistance Grant, Auditor.
- b. **AI-41056** \$22,000 to fund the emergency repair of a water leak when crews hit a water pipe during the construction of the awning at Juvenile Detention (previously approved by the County Administrator per Court Order No. 2007-180-02-27), Construction & Projects.
- c. **AI-41068** \$44,772 to establish the budget for the FY 2015 Emergency Management Performance Grant (EMPG), Auditor.

2. Public Comments.

Carroll Maxwell, McKinney, came forward to address the lack of adequate transportation for the indigent population in Collin County. Collin County is blessed with an abundance of church organizations many of which have come together to provide services such as the Food Pantry and Seniors Helping Seniors. In the past people turned to faith-based organizations to fulfill community needs, and Mr. Maxwell would like to see the Court work with these organizations to help solve the problem of indigent transportation. Instead of scheduled bus routes, the service could resemble Uber for the indigent. (Time: 1:41 p.m.)

Roy Serpa, Fairview, came forward to comment on an email from Judge Self stating a number of misperceptions among county employees regarding the status of the employee program. Mr. Serpa said the County has a good program for compensating and developing employees but employees are not well aware of it. Employees should know that compensation includes salary and the benefits package. (Time: 1:44 p.m.)

3. Presentation/Recognition:

a. Service Pins, Human Resources.

Commissioner Fletcher presented John Payton, Justice of the Peace, Precinct 3-2, with his 25-year service pin. Judge Payton was first elected at the age of 18 and has had an unwavering commitment to serving the County and its citizens. Judge Payton thanked the Court and the citizens of Collin County saying this is a reflection on the taxpayers who have entrusted him with the opportunity to serve them. (Time: 1:33 p.m.)

Caren Skipworth, CIO, presented Joe Fierro, Systems Program Supervisor, with his 25-year service pin. Mr. Fierro leads a team of nine people and has been in IT for 41 years. Ms. Skipworth thanked Mr. Fierro for his years of leadership and service. Mr. Fierro thanked the County for giving him the opportunity to serve. (Time: 1:39 p.m.)

4. Consent agenda to approve: Judge Self deleted item 4d1 and then asked for comments on the consent agenda. Commissioner Webb pulled items 4c2 and 4g1, and Commissioner Hill pulled item 4i3. With no further comments, a motion was made to approve the remainder of the consent agenda. (Time: 1:45 p.m.)

Motion by: Commissioner Duncan Webb

Second by: Commissioner Chris Hill

Vote: 5 - 0 Passed

a. AI-41065 Disbursements for the period ending January 19, 2016, Auditor.

COURT ORDER NO. 2016-053-01-25

b. AI-41036 Tax refunds totaling \$372,062.10, Tax Assessor Collector.

COURT ORDER NO. 2016-054-01-25

c. Advertisement(s):

1. AI-41074 Minimum Security Metal Roof Recovery (IFB No. 2016-066), Construction & Projects.

COURT ORDER NO. 2016-055-01-25

2. AI-41043 Services: Onsite Grinding, Mulching and Removal of Debris (IFB No. 2016-100), Public Works.

Commissioner Webb pulled this item to make a slight modification to the RFP (Request for Price.) It states grinding and mulching shall result in four to six foot pieces but should be four to six inch pieces. A motion was made to approve the item with that change made. (Time: 1:46 p.m.)

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

COURT ORDER NO. 2016-056-01-25

d. Award(s):

1. AI-41015 Supplies, OEM Toner Cartridges for Laser and Inkjet Printers (IFB No. 2015-344) to various vendors, Budget.

PULLED

e. Agreement(s):

1. AI-41066 Interlocal Agreement with the Texas Department of State Health Services (DSHS) (Contract No. 537-16-0038-00001) Vital Statistics Unit for access to the DSHS Vital Statistics database for the period of September 1, 2015 through and including August 31, 2017, County Clerk.

COURT ORDER NO. 2016-057-01-25

f. Amendment(s):

1. AI-41071 No. 1 to the Interlocal Agreement for Fire Inspection and Fire Plan Review Services for Commercial Buildings (Agreement No. 2015-121) with the Town of Saint Paul for an annual amount of \$1,295, extend the contract for one (1) year through and including September 30, 2016 and further authorize the Purchasing Agent to finalize and execute same, Fire Marshal.

COURT ORDER NO. 2016-058-01-25

2. AI-41070 No. 2 to the Interlocal Agreement for Fire Inspection and Fire Plan Review Services for Commercial Buildings (Agreement No. 2014-058) with the City of Farmersville for an annual amount of \$5,750, extend the contract for one (1) year through and including September 30, 2016 and further authorize the Purchasing Agent to finalize and execute same, Fire Marshal.

COURT ORDER NO. 2016-059-01-25

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

1. **AI-41084** \$9,600 to cover a high water bill due to a leak at Parkhill Prairie, Facilities.

Commissioner Webb pulled this item to ask why it took two billing cycles to find the leak at Parkhill Prairie since there is a caretaker. Dan James, Facilities, said they only go there once a month and the leak was discovered before the first bill was received. The second bill was the remainder of the leak for that billing cycle. Mr. James confirmed there is a caretaker and does not know why they were not notified earlier about the leak. Mr. James did ask for compensation from the rural water district in the hopes of getting a one-time waiver on the bill. With no further comments a motion was made to approve the item. (Time: 1:50 p.m.)

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

COURT ORDER NO. 2016-060-01-25

2. **AI-41046** \$17,380 to reallocate funds for the Spay/Neuter Program, Development Services.

COURT ORDER NO. 2016-061-01-25

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

1. **AI-41075** January 4, 2016.

COURT ORDER NO. 2016-062-01-25

i. Miscellaneous

1. **AI-41062** Re-plat of eleven lots in the River Rock Ranch Addition into lots 1R and 2R, Engineering.

COURT ORDER NO. 2016-063-01-25

2. **AI-41103** FY2016 Emergency Management Performance Grant (EMPG) application with the US Department of Homeland Security through the State of Texas Department of Public Safety, Texas Division of Emergency Management, Homeland Security.

COURT ORDER NO. 2016-064-01-25

3. **AI-40997** Accept the donation of various equipment from Cisco to be used at the Collin County Adventure Camp, Information Technology.

Commissioner Hill pulled this item to ask if Collin County would own the equipment. Bill Bilyeu, County Administrator, said it is County equipment being used by the Collin County Adventure Camp. The equipment will eventually be returned to the County. Jeff May, Auditor, said the equipment will be recorded in the asset ledger and treated like other equipment. Mr. Bilyeu commended Caren Skipworth, CIO, for getting the equipment donated. (Time: 1:52 p.m.)

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

COURT ORDER NO. 2016-065-01-25

4. **AI-41042** Reject all bids received for Services, Onsite Grinding, Mulching and Removal of Debris (IFB No. 2015-287) Public Works.

COURT ORDER NO. 2016-066-01-25

5. **AI-41047** 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. 2016-067-01-25

6. **AI-41028** Amended Employee Handbook, Human Resources.

COURT ORDER NO. 2016-068-01-25

7. **AI-41041** Amended Office Closure Calculation Policy, Human Resources.

COURT ORDER NO. 2016-069-01-25

8. **AI-41073** Pay for Performance annual increase correction, Human Resources.

COURT ORDER NO. 2016-070-01-25

9. **AI-41094** Personnel Appointments, Human Resources.

COURT ORDER NO. 2016-071-01-25

10. **AI-41095** Personnel Changes, Human Resources.

COURT ORDER NO. 2016-072-01-25

GENERAL DISCUSSION

5. **AI-41105** State CPS Update, Administrative Services.

PULLED

6. AI-41078 Collin McKinney's 250th Birthday Observances, Administrative Services.

Eric Nishimoto, Public Information Officer, came forward to update the Court on the local activities planned for the Collin McKinney Sestercentennial. Most residents of Collin County know very little about this legendary hero. The McKinney Chamber's annual banquet will feature Collin McKinney and a corporate donor, John Rattan, will donate funds for a giveaway. The giveaway will be approximately 400 copies of a new book about Collin McKinney. Mr. Nishimoto authored and illustrated the book. The Chamber also asked for a short video on Collin McKinney to be used throughout the year.

The Historical Commission, Collin College and many local communities are also planning events to raise awareness of what a remarkable man Collin McKinney was. The celebration will kick off on April 16th in McKinney Square with exhibits, activities and a birthday cake decorating contest among the vendors in the square. The goal is to continue the sestercentennial into next year.

The reconstruction of the McKinney homestead and the excavation of the McKinney farmstead have been big projects. There have also been discussions about erecting a statue in honor of Collin McKinney. Mr. Nishimoto asked the Court to help raise awareness in their communities and to contact him if other cities want to have their own celebrations. (Time: 2:02 p.m.)

NO ACTION TAKEN

7. AI-41064 FY 2017 Budget Calendar, Budget.

Monika Arris, Budget, presented the FY2017 Budget Calendar. The kick-off budget meeting and electronic FY2017 Budget Preparation manuals will be distributed March 31st and April 1st. The goal is to have the recommended budget to the Court by the end of July. Workshops will be held in mid-August and the budget will be adopted mid-September. Changes from last year's processes are mostly internal.

Judge Self asked if there should be a deadline for the Human Resources consultant since that will play a major role in the budget discussions. Ms. Arris will work with HR to get that on the calendar. (Time: 2:03 p.m.)

NO ACTION TAKEN

8. AI-41091 Board/Committee Appointments, Commissioners Court:

a. Parks Foundation Advisory Board.

The Court had no appointment at this time. (Time: 2:04 p.m.)

NO ACTION TAKEN

9. AI-41059 Rural Transit Services, Commissioners Court.

Tracy Homfeld, Engineering, came forward with answers to the Court's questions regarding rural transit in Collin County. The first question was regarding the immediate need for a taxi cab voucher program. NCTCOG (North Central Texas Council of Governments) said this funding is a loan from the RTC (Regional Transportation Council) and must be paid back. The Court had asked if this is something that TxDOT (Texas Department of Transportation) would be able to repay. The answer is no because there would need to be an active grant agreement between the County and TxDOT during the time the expenses were incurred.

The second question is whether or not it is the responsibility of the County to identify the transit provider. The County must first take the steps outlined in Chapter 458 of the Transportation Code to form itself as the designated Rural Transit District for Collin County. After doing this the County can choose to provide the service itself by setting up its own transit operations, or it can choose to contract out to one or more providers for those services.

The third question was can more than one provider be appointed to cover the rural areas. The Rural Transit District can identify as many providers as it deems necessary to provide service in Collin County. This decision needs to follow all necessary and appropriate procurement steps and be communicated to TxDOT.

Ms. Homfeld was also asked to find out who was in need of emergency transit services. She spoke to the DaVita Dialysis Centers in McKinney and Wylie and found there were only two patients from each center that require rural transit services. They found through TAPS' (Texoma Area Paratransit System) data that there were three other dialysis centers in the County. Ms. Homfeld has not spoken to those centers yet since she just received the information. COG has estimated \$80 per round trip with each patient requiring three trips per week. Assuming two patients each for the five dialysis centers, the cost for one month would be \$9,600. This is only an emergency solution until the interim solution is determined.

Commissioner Williams visited with the church in Lavon regarding the two dialysis patients in Farmersville and will visit with some potential volunteer groups for the two patients in Wylie. The Commissioner stressed that the County needs to have a provider in place in order for TxDOT to cover these costs. In the short term it will be faster to get a non-profit involved to address the immediate need. Judge Self agrees with Commissioner Williams that, until the staff moves to find an interim solution, there are people willing to help during this emergency period. Commissioner Williams said we need to identify where the demand is and determine if the need is for one or more services. It is incumbent on the Court to define the appropriate level of service and decide if the program will handle medical emergencies only or include the elderly.

The interim and long-term solutions will be funded by TxDOT. Ms. Homfeld said TAPS data will show what types of services were provided in the past. Commissioner Webb asked if the program is restricted to medical emergency patients totaling approximately six, are there any restrictions on the type of provider the County could appoint. Since the number is so small, this service will not be attractive to any provider. The Commissioner is aware that the liability issue will drive this. Commissioner Hill is concerned that the County will not find a long term solution because the number of people needing service is so small.

Commissioner Williams said it is critical for the public to know that every incorporated city can determine their own future as to what they will or will not provide. Only member cities of DART (Dallas Area Rapid Transit) automatically get some kind of transit or paratransit for the disabled, elderly and indigent. The cities will make that decision without the County's participation or input. The County only has a say in what happens in the rural area which is large in geography but small in population. Judge Self said the Court needs to work quickly to identify all of the needs regarding dialysis and then determine the level of service. We need to work with private sector for now and then determine the interim solution.

There was a brief discussion regarding focusing only on service for dialysis patients when there may be others with medical concerns that are genuine and need transportation. Since the County is not legally required to provide this service, the Court needs to know if it can discriminate between illnesses and only provide service for dialysis patients. Since this is a federal program, Commissioner Webb believes TxDOT will have guidelines that will need to be met. Ms. Homfeld will check into this and inform the Court. (Time: 2:30 p.m.)

NO ACTION TAKEN

10. AI-33858 RTC monthly update, Commissioner, Precinct 4.

Commissioner Webb said there were some TIP (Transportation Improvement Modifications) approved at the last RTC (Regional Transportation Council) meeting.

The most interesting agenda item was TxDOT has moved forward with a new program initiated by the governor for congestion relief in urban areas. TxDOT identified approximately \$1 billion to \$1.3 billion in potential funding for the partnership with metropolitan areas of the State which consists of the urban centers in Houston, Dallas/Fort Worth, Austin, San Antonio and El Paso. The eastern subregion's share of the total funding is estimated to be approximately \$364 million. It is unknown if this is a one-time thing or if there would be more urban-area only money in the future. These funds cannot be used for toll roads.

Based on this the RTC approved some congestion relief projects. The first is in the eastern subregion on the Southern Gateway which is I-35E and US67. This area is very congested with a high incidence of accidents. Another project would be the advanced construction of noise walls and the Skillman/Audelia interchange as it ties into the LBJ E project. Another project is the conversion of the HOV lane on US75 back to a shoulder and then turning it into a fifth lane during rush hour.

The last item of interest was the City of Irving requested consideration of funding for infrastructure requests associated with a potential large regional employer. There were many interesting comments on this and it was put on hold. The Commissioner said this would be on a regional basis and would pit communities that sit on the council together against each other. (Time: 2:38 p.m.)

NO ACTION TAKEN

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

Commissioner Webb asked to have strategic planning and funding for transportation infrastructure added to the agenda for the next Court.

Commissioner Fletcher would like to add an update on the DNT corridor for Prosper and Celina because of the development along the corridor.

EXECUTIVE SESSION

Judge Self recessed Commissioners' Court into Executive Session at 2:40 p.m. in accordance with Chapter 551.074, Personnel to discuss the Homeland Security Director.

Personnel (551.074)

To deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee.

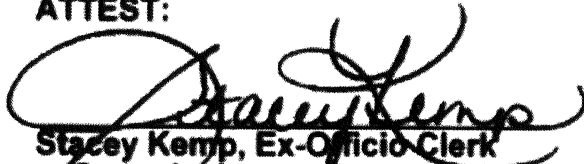
AI-40911 Homeland Security Director, Administrative Services.

NO ACTION TAKEN

Judge Self reconvened the meeting at 3:17 p.m. With no further business of the Court, the meeting was adjourned at 3:17 p.m.



ATTEST:

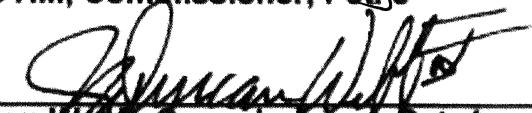

Stacey Kemp, Ex-Officio Clerk
Commissioners Court
Collin County, T E X A S


Keith Self, County Judge


Susan Fletcher, Commissioner, Pct. 1


Cheryl Williams, Commissioner, Pct. 2


Chris Hill, Commissioner, Pct. 3


Duncan Webb, Commissioner, Pct. 4