

STATE OF TEXAS

COMMISSIONERS' COURT
MEETING MINUTES
SEPTEMBER 19, 2016

COUNTY OF COLLIN

On Monday, September 19, 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

Judge Self led the Invocation.

Commissioner Fletcher led the Pledge of Allegiance.

Commissioner Williams 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 recessed the meeting at 2:03 p.m. The meeting was reconvened and immediately recessed into Executive Session at 2:04 p.m. The meeting was reconvened at 2:35 p.m. and adjourned at 2:37 p.m.

President Self called to order the meeting of the Collin County Health Care Foundation at 2:03 p.m. and adjourned the meeting at 2:03 p.m.

DECISIONS MANDATED BY LEGAL ENTITIES OUTSIDE OF COMMISSIONERS COURT AUTHORITY:

1. AI-42069 Amendment No. 1, 2, 3 and 5 to Services: Offender Specimen Collection and Drug Testing (RFP No. 2015-200) with Treatment Assessment Screening Center, Inc. to make various changes to the contract, Adult Probation.

2. AI-42041 Contract renewal for Services: Psychological Evaluations, Juveniles (RFP No. 2013-200) with Robert D. Lackey DBA Spartan Psychological Consulting to extend the contract for one (1) year through and including September 30, 2017, Juvenile Probation.

FYI NOTIFICATION

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

2. **AI-42164** Addendum No. 3 to Detention Center Slider Door Replacement (IFB No. 2016-267) to make various changes to the Invitation for Bid, Purchasing.

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

a. **AI-42064** (\$3,293) funds from the FY2013 Balance were not used before expiring (Chapter 19 Fund).

b. **AI-42127** \$17,753 to establish the budget for the 2017 Drug Enforcement Administration (DEA) Grant to cover overtime expenses for one (1) task force member.

c. **AI-42112** \$78,778 to increase the budget for the FY 2017 IDCU / Surveillance and Epidemiology grant program.

d. **AI-42085** \$152,828 to establish the budget for the FY 2017 TB Prevention and Control (State) funding.

e. **AI-42063** \$182,384 reimbursed by the Secretary of State (Chapter 19 Fund) for education, travel and temporary election employees.

2. Public Comments.

3. Presentation/Recognition.

a. **AI-42055** Certificate presented to Commissioner Susan Fletcher for completion of the Commissioners Court Leadership Academy Class VI, 2015-2016, Texas A&M AgriLife Extension Service.

Carrie Brazeal, County Extension Agent, presented Commissioner Susan Fletcher with her certificate for participating in the V. G. Young Institute and for completion of the Commissioners' Court Leadership Academy Class VI. (Time: 1:36 p.m.)

b. Service Pins, Human Resources.

Chief Deputy Matthew Carpenter, on behalf of Constable Sammy Knapp, Precinct 3, presented Deputy Tom Wylie with a plaque and a 25-year service pin and thanked him for his service to Collin County.

Judge Self presented Carrie Brazeal, Collin County Extension Agent, with her 35-year service pin. Ms. Brazeal is 17th on the active roster for longevity. For 35 years Ms. Brazeal has been teaching the sanctity of the home in her classes. (Time: 1:34 p.m.)

4. Consent agenda to approve: Judge Self pulled item 4i4 and then asked for comments on the consent agenda. Hearing none, a motion was made to approve the remainder of the consent agenda. (Time: 2:02 p.m.)

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

a. **AI-42061** Disbursements for the period ending September 13, 2016, Auditor.
COURT ORDER NO. 2016-676-09-19

b. Advertisement(s):

1. **AI-42130** Parking Lot Striping (IFB No. 2016-330), Facilities.
COURT ORDER NO. 2016-677-09-19

2. **AI-42152** Security Gate Repair Parts and Services (IFB No. 2016-295), Facilities.
COURT ORDER NO. 2016-678-09-19

c. Award(s):

1. **AI-42033** Road Materials, Cement Treated Base and Cement Stabilized Backfill (IFB No. 2016-115) to Martin Marietta Materials, Inc., Public Works.
COURT ORDER NO. 2016-679-09-19

2. **AI-42054** Road Striping (IFB No. 2016-126) to Flat Line, Inc., Public Works.
COURT ORDER NO. 2016-680-09-19

3. **AI-42034** Supplies: Culverts, Bands, Steel, Drop Structures (IFB No. 2016-231) to Contech Engineered Solutions Inc., dba Contech Engineered Solutions, LLC, Public Works.
COURT ORDER NO. 2016-681-09-19

d. Agreement(s):

1. **AI-42040** Interlocal Cooperation Agreement with the Branch Volunteer Fire Department for the recycling program, Public Works.
COURT ORDER NO. 2016-682-09-19

2. **AI-42129** Consent to Assignment and Assumption for Food: Bread Products (IFB No. 04201-12) to change the name from Earthgrains Baking Companies, LLC (formerly known as Earthgrains Baking Companies, Inc.) to Bimbo Bakeries USA, Inc. and further authorize the Purchasing Agent to finalize and execute same, Sheriff.
COURT ORDER NO. 2016-683-09-19

3. Interlocal Agreement for Jail Services from October 1, 2016 through and including September 30, 2017, Sheriff:

- a. **AI-42135** City of Anna.
COURT ORDER NO. 2016-684-09-19

- b. **AI-42136** City of Celina.
COURT ORDER NO. 2016-685-09-19

- c. **AI-42137** Town of Fairview.
COURT ORDER NO. 2016-686-09-19

- d. **AI-42138** City of Farmersville.
COURT ORDER NO. 2016-687-09-19

- e. **AI-42141** City of Lavon.
COURT ORDER NO. 2016-688-09-19

- f. **AI-42142** City of McKinney.
COURT ORDER NO. 2016-689-09-19

- g. **AI-42143** City of Melissa.
COURT ORDER NO. 2016-690-09-19

- h. **AI-42144** City of Murphy.
COURT ORDER NO. 2016-691-09-19

- i. **AI-42145** City of Parker.
COURT ORDER NO. 2016-692-09-19

- j. **AI-42146** City of Princeton.
COURT ORDER NO. 2016-693-09-19

- k. **AI-42147** Town of Prosper.
COURT ORDER NO. 2016-694-09-19

- l. **AI-42148** Town of St. Paul.
COURT ORDER NO. 2016-695-09-19

- m. **AI-42149** City of Wylie.
COURT ORDER NO. 2016-696-09-19

e. Amendment(s):

1. **AI-42162** No. 11 to the Agreement, Interlocal with the North Texas Municipal Water District (NTMWD) for Participation in Collin County Clean-Up Day to extend the contract for one (1) year through and including September 30, 2017 and further authorize the Purchasing Agent to finalize and execute same, Public Works.

COURT ORDER NO. 2016-697-09-19

f. Contract Renewal(s):

1. **AI-42170** Professional Services, Engineering, Mechanical, Electrical, and Plumbing (MEP) (RFQ No. 2015-011) with Halff Associates, Inc. to extend the contract for one (1) year through and including September 30, 2017, Construction & Projects.

COURT ORDER NO. 2016-698-09-19

2. **AI-42171** Professional Services: Right-of-Way Acquisition Services (RFP No. 2015-033) with Amec Foster Wheeler Environment & Infrastructure, Inc. to extend the contract for one (1) year through and including September 30, 2017, Engineering.

COURT ORDER NO. 2016-699-09-19

3. **AI-42168** Professional Services, Geotechnical and Materials Testing (RFQ No. 2014-264) with Alliance Geotechnical Group Inc. to extend the contract for one (1) year through and including September 30, 2017, Purchasing.

COURT ORDER NO. 2016-700-09-19

4. **AI-42125** Supplies: Jail and Personal Inmate (IFB No. 2014-122) with Bob Barker Company, Inc. to extend the contract for one (1) year through and including September 30, 2017, Sheriff.

COURT ORDER NO. 2016-701-09-19

5. **AI-42124** Supplies: Jail and Personal Inmate (IFB No. 2014-122) with Phoenix Trading Inc. dba Amercare Products Inc. to extend the contract for one (1) year through and including September 30, 2017, Sheriff.

COURT ORDER NO. 2016-702-09-19

6. **AI-42126** Supplies: Jail and Personal Inmate (IFB No. 2014-122) with Tabb Textiles Co., Inc. to extend the contract for one (1) year through and including September 30, 2017, Sheriff.

COURT ORDER NO. 2016-703-09-19

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

1. **AI-42059** \$350,000 to establish a Legal Expense account to cover legal costs associated with the acquisition of right-of-way for the future Collin County Outer Loop/U.S. Highway 75 Interchange, Special Projects.

COURT ORDER NO. 2016-704-09-19

2. **AI-42165** \$33,082,000 to allocate the 2016 bond funds to road and open space bond projects, Budget.

COURT ORDER NO. 2016-705-09-19

h. Receive and File, Auditor:

1. **AI-42088** Investment Report (2nd Quarter FY2016).

COURT ORDER NO. 2016-706-09-19

i. Miscellaneous

1. **AI-42160** County Collection days (first Saturday of the month) at the North Texas Municipal Water District (NTMWD) 121 Regional Disposal Facility, Public Works.

COURT ORDER NO. 2016-707-09-19

2. **AI-42161** Increase the per vehicle rate from \$14.01 to \$14.99 for the Collin County Clean-Up Program for one (1) year through and including September 30, 2017, Public Works.

COURT ORDER NO. 2016-708-09-19

3. **AI-42155** Reimbursement of fencing materials in the amount of \$3,531.06 to Mr. and Mrs. Jeff Tooker for property along CR 565, Public Works.

COURT ORDER NO. 2016-709-09-19

4. **AI-42174** FY2017 Pay for Performance salary increases, Human Resources.

Judge Self pulled this item to commend the department heads and elected officials within the County who do participate in PFP (Pay for Performance) in a meaningful way. With no further comments, a motion was made to approve the item. (Time: 2:03 p.m.)

Motion by: Judge Keith Self

Second by: Commissioner Susan Fletcher

Vote: 5 – 0 Passed

COURT ORDER NO. 2016-710-09-19

5. **AI-42175** FY2017 Non-Pay for Performance Annual Increases, Human Resources.

COURT ORDER NO. 2016-711-09-19

6. **AI-42182** Personnel Appointments, Human Resources.

COURT ORDER NO. 2016-712-09-19

GENERAL DISCUSSION

5. **AI-42106** Public Hearing – FY 2017 Preservation, Restoration and Records Archive Plan, District Clerk.

Lynne Finley, District Clerk, came forward to answer questions regarding the FY2017 Preservation, Restoration and Records Archive Plan. This plan will include the civil and criminal case records from 1872 to 1875. Civil and criminal cases between 2000 and 2010 will need to be scanned and preserved.

Judge Self opened the Public Hearing on the FY2017 Preservation, Restoration and Records Archive Plan for the District Clerk's Office at 1:59 p.m. and asked for comments. Hearing none, Judge Self closed the Public Hearing at 1:59 p.m. With no further comments, a motion was made to approve the plan. (Time: 1:59 p.m.)

Motion by: Commissioner Cheryl Williams
Second by: Commissioner Susan Fletcher
Vote: 5 – 0 Passed

COURT ORDER NO. 2016-713-09-19

6. **AI-42173** Resolution supporting full reimbursement of County indigent defense expenditures, Commissioner, Pct. 1.

Commissioner Fletcher said she recently attended a TAC (Texas Association of Counties) Conference in Austin and this resolution supporting full reimbursement of County indigent defense expenditures was one of their initiatives. Judge Self asked if they discussed reimbursement for a full visiting judge. Commissioner Fletcher said they discussed many ways but this is the direction that they are taking and she wanted to get the Court's opinion. With no further discussion a motion was made to approve the item. (Time: 2:01 p.m.)

Motion by: Commissioner Susan Fletcher
Second by: Commissioner Duncan Webb
Vote: 4 – 1 Passed
Nay: Judge Keith Self

COURT ORDER NO. 2016-714-09-19

7. **AI-42109** Proposed FY 2017 Budget, County Judge.

NO ACTION TAKEN

8. FY 2017 Budget

a. AI-42091 Public Hearing – Proposed FY 2017 Budget.

Monika Arris, Budget, came forward with a PowerPoint presentation on the FY2017 Proposed Budget. The budget is \$189.8 million which includes cash funding the second phase of the Sheriff's Office radio system at \$7.5 million. This is a 3.8% increase from the FY2016 adopted budget. The Road & Bridge Fund budget is decreasing by \$522,922 which is a decrease of 2.2%. The proposed Operating budget consisting of the General Fund, Road & Bridge Fund and Permanent Improvement Fund is \$215.3 million. This is an increase of 3% over the prior year and does include the \$7.5 million radio system for the Sheriff's Office.

The population in Collin County has increased by 300,719 since FY2007. During that same time period, the expenditures per capita have decreased 17.7% and the revenues per capita have decreased by 16.5%. The proposed Combined Funds budget for FY2017 is \$322.7 million. Without the \$7.5 million for the radio system, the proposed Combined Funds budget would be \$315.2 million which is a 4% increase from FY2016. The FY2017 proposed total revenue estimate is \$320.4 million vs. the \$322.7 million in expenditures.

Two items were added to the add/delete list and will need to be voted on. These include a change in a Human Resources position and moving Indigent Defense from the County Clerk to Alysse Ferguson's group. (Time: 1:44 p.m.)

Judge Self opened the Public Hearing on the proposed FY2017 Budget at 1:45 p.m. and asked for comments. Hearing no comments, Judge Self closed the public hearing at 1:45 p.m.

Judge Self asked Stacey Kemp, County Clerk, what positions from Indigent Defense would be moving to Alysse Ferguson. Ms. Kemp said the positions would be the Indigent Defense Coordinator, the existing Legal Clerk I and the additional position that was requested during budget. (Time: 1:45 p.m.)

Judge Self asked for comments on the add/delete list. With no further comments, a motion was made to add both items to the budget. (Time: 1:45 p.m.)

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

NO ACTION TAKEN

b. **AI-42092** Adoption of an order setting and approving the Fiscal Year 2017 Elected Officials salaries.

A motion was made to set and approve the FY2017 Elected Officials salaries. (Time: 1:46 p.m.)

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

COURT ORDER NO. 2016-715-09-19

c. **AI-42093** Adoption of an order setting and approving the FY 2017 Budget.

Prior to the vote on the FY2017 Budget, Commissioner Fletcher asked about funds for transportation. Commissioner Webb supports this and is concerned that there is not enough money to continue the process of acquiring ROW (Right of Way). Monika Arris, Budget, said the funds have to be budgeted in order to spend them. A motion was made to move \$6 million from the \$50 million in reserve for LARs (Limited Access Roadway) making the total combined budget \$328,756,806. (Time: 1:53 p.m.)

Motion by: Commissioner Susan Fletcher
Second by: Commissioner Duncan Webb
Vote: 4 – 1 Passed by a show of hands
Nay: Commissioner Chris Hill

COURT ORDER NO. 2016-716-09-19

d. **AI-42094** Adoption of an order setting the maintenance and operating tax rate for fiscal Year 2017.

A motion was made to adopt a maintenance and operations tax rate of \$0.153195. (Time: 1:47 p.m.)

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

COURT ORDER NO. 2016-717-09-19

e. **AI-42095** Adoption of an order setting the debt service tax rate for Fiscal Year 2017.

A motion was made to adopt the debt service tax rate of \$0.0552. (Time: 1:47 p.m.)

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

COURT ORDER NO. 2016-718-09-19

f. **AI-42096** Adoption of an order setting the combined tax rate for FY 2017.

A motion was made to set the total tax rate at \$0.208395. (Time: 1:48 p.m.)

Motion by: Commissioner Susan Fletcher
Second by: Commissioner Cheryl Williams
Vote: 5 – 0 Passed

COURT ORDER NO. 2016-719-09-19

g. **AI-42097** Adoption of an order setting and approving the Collin County Fee Schedule for Fiscal Year 2017.

A motion was made to adopt an order setting and approving the Collin County Fee Schedule for FY2017. (Time: 1:54 p.m.)

Motion by: Commissioner Susan Fletcher
Second by: Commissioner Cheryl Williams
Vote: 5 – 0 Passed

COURT ORDER NO. 2016-720-09-19

9. **AI-42098** Restrictions on funds in compliance with Government Accounting Standards Board (GASB) Statement Number 54 for FY 2017, Budget.

A motion was made to approve the summary sheet related to restrictions on funds in compliance with GASB (Government Accounting Standards Board) Number 54 for FY2017 except the \$50 million for LARs (Limited Access Roadways) will be \$44 million. (Time: 1:56 p.m.)

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

COURT ORDER NO. 2016-721-09-19

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

EXECUTIVE SESSION

Judge Self recessed Commissioners' Court into Executive Session at 2:04 p.m. in accordance with Chapter 551.074, Personnel, to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee specifically the FY2017 salary increases for the County Administrator, Elections Administrator, County Extension Agents and all Directors reporting to the County Administrator.

AI-42176 FY2017 salary increases for the County Administrator, Elections Administrator and County Extension Agents and all Directors reporting to the County Administrator, Human Resources.

Judge Self reconvened Commissioners' Court at 2:35 p.m.

A motion was made to approve the FY2017 salary increases for department heads as recommended by the County Administrator. (Time: 2:35 p.m.)

Motion by: Commissioner Cheryl Williams
Second by: Commissioner Susan Fletcher
Vote: 5 – 0 Passed

COURT ORDER NO. 2016-722-09-19

A motion was made to approve 3% salary increases for the County Administrator and County Extension Agents. (Time: 2:36 p.m.)

Motion by: Commissioner Susan Fletcher
Second by: Commissioner Cheryl Williams
Vote: 5 – 0 Passed

COURT ORDER NO. 2016-723-09-19

A motion was made for a salary increase for the Elections Administrator of 10/12's of 3%. (Time: 2:37 p.m.)

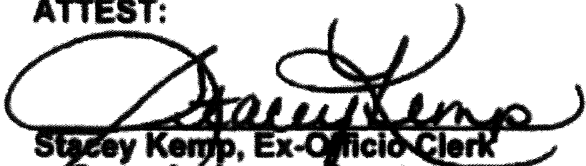
Motion by: Commissioner Chris Hill
Second by: Commissioner Cheryl Williams
Vote: 5 – 0 Passed


COURT ORDER NO. 2016-724-09-19

With no further business of the Court, Judge Self adjourned the meeting at 2:37 p.m.

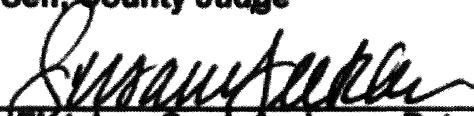


ATTEST:


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