

STATE OF TEXAS  
COUNTY OF COLLIN

COMMISSIONERS' COURT  
MEETING MINUTES  
DECEMBER 5, 2016

On Monday, December 5, 2016, the Commissioners' Court of Collin County, Texas, met in Regular Session in the Parr Library, 6200 Windhaven Parkway, Plano, Texas, with the following members present, and participating, to wit:

Judge Keith Self  
Commissioner Susan Fletcher, Precinct 1  
Commissioner Chris Hill, Precinct 3  
Commissioner Duncan Webb, Precinct 4

Absent: Commissioner Cheryl Williams, Precinct 2

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 6:00 p.m. and recessed the meeting at 6:08 p.m. The meeting was reconvened and immediately recessed into Executive Session at 6:09 p.m. The meeting was reconvened and adjourned at 6:59 p.m.

President Self called to order the meeting of the Collin County Health Care Foundation at 6:08 p.m. and adjourned the meeting at 6:08 p.m.

President Self called to order the meeting of the Collin County Toll Road Authority at 6:09 p.m. and adjourned the meeting at 6:09 p.m.

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

1. AI-42428 Grant application for the FY 2017 Texas Education Agency (TEA) Grant, Juvenile Probation.

2. AI-42463 Grant award to the Collin County Juvenile Probation Department through the Texas Juvenile Justice Department to purchase evidence-based curriculum for youth being served in the department's residential treatment program in the detention center, Juvenile Probation.

3. AI-42476 Personnel Appointments, Human Resources.

## **FYI NOTIFICATION**

1. **AI-34688** Outstanding Agenda Items, Commissioners Court.
2. **Notification of budget adjustment(s)/amendment(s), Auditor:**
  - a. **AI-42439** \$28,000 to establish the budget for the FY 2017 IRS Task Force Grant.
  - b. **AI-42466** \$51,388 to establish the budget for the FY 2016 Emergency Management Performance Grant (EMPG).
  - c. **AI-42465** \$250,000 to establish the budget for the FY 2016 Urban Area Security Initiative (UASI) Grant Program.
3. **AI-42431** P-Card Disbursements, Auditor.
4. **AI-42492** Voluntary Terminations, Human Resources.

### **2. Public Comments.**

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

**4. Consent agenda to approve:** Judge Self pulled items 4f1 and 4h3 and then asked for comments on the consent agenda. Commissioner Hill pulled item 4c1. With no further comments, a motion was made to approve the remainder of the consent agenda. (Time: 6:02 p.m.)

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

- a. **AI-42442** Disbursements for the period ending November 29, 2016, Auditor.

**COURT ORDER NO. 2016-908-12-05**

- b. **AI-42475** Tax refunds totaling \$70,582.58, Tax Assessor/Collector.

**COURT ORDER NO. 2016-909-12-05**

**c. Advertisement(s):**

1. **AI-42464** Professional Services, General Landscape Architectural Services for County Buildings and Property (RFQ No. 2017-064), Construction & Projects.

Commissioner Hill had no comments on this item but pulled it in order to have a separate vote on the item. With no further comments, a motion was made to approve the item. (Time: 6:03 p.m.)

Motion by: Commissioner Susan Fletcher  
Second by: Commissioner Duncan Webb  
Vote: 3 – 1 Passed  
Nay: Commissioner Chris Hill

**COURT ORDER NO. 2016-910-12-05**

**d. Award(s):**

1. **AI-42444** Parking Lot Striping (IFB No. 2016-330) to NTS Contractors, LLC, Facilities.

**COURT ORDER NO. 2016-911-12-05**

**e. Agreement(s):**

1. **AI-42445** Professional Services Agreement with Meier Veterinary Service LLC, dba All Heart Veterinary Center, a Doctor of Veterinary Medicine to provide general veterinary services, grant an exemption from the bidding process per Local Government Code 262.024(a)(4) and further authorize the Purchasing Agent to finalize and execute same, Development Services.

**COURT ORDER NO. 2016-912-12-05**

2. **AI-42390** Professional Services Agreement with Meier Veterinary Service LLC, dba All Heart Veterinary Center, a Doctor of Veterinary Medicine to provide spay and neuter services, grant an exemption from the bidding process per Local Government Code 262.024(a)(4) and further authorize the Purchasing Agent to finalize and execute same, Development Services.

**COURT ORDER NO. 2016-913-12-05**

3. **AI-42355** Interlocal Agreement with the Anna ISD for Dispatch Services to be paid in quarterly installments of \$637.28 (totaling \$2,549.12) through and including September 30, 2017, Sheriff.

**COURT ORDER NO. 2016-914-12-05**

**f. Budget adjustment(s)/amendment(s):**

1. **AI-42468** \$829,720 to reallocate funds for the purchase of four (4) dump trucks and two (2) truck tractors, Public Works.

Judge Self pulled this item stating it was not in the final approved budget and is a budget increase for Road and Bridge. With no further comments, a motion was made to approve the item. (Time: 6:03 p.m.)

Motion by: Judge Keith Self  
Second by: Commissioner Susan Fletcher  
Vote: 4 – 0 Passed

**COURT ORDER NO. 2016-915-12-05**

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

1. **AI-42459** November 7, 2016 Special Session.

**COURT ORDER NO. 2016-916-12-05**

2. **AI-42458** November 7, 2016.

**COURT ORDER NO. 2016-917-12-05**

3. **AI-42489** November 14, 2016.

**COURT ORDER NO. 2016-918-12-05**

**h. Miscellaneous**

1. **AI-42496** Sale of property located in the Smallwood Owens Survey, Farmersville, Texas (10.11 acre tract out of Smallwood Owens Survey, Abstract A0678, Sheet 2, Tract 21) as recorded in the Collin County Deed Records to Durrie L. Caldwell upon the payment of \$100,000, Administrative Services.

Bill Bilyeu, County Administrator, came forward to make a clarification on this item. Mr. Bilyeu explained the buyer agreed to a restriction of 70 feet on US380 for future ROW (Right of Way). With no further discussion, a motion was made for an amendment to include the 70-foot setback from the existing ROW. (Time: 6:08 p.m.)

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

**COURT ORDER NO. 2016-919-12-05**

2. **AI-42451** Replacement of a flip phone with a smart phone with accessories, voice and data service, Medical Examiner.

**COURT ORDER NO. 2016-920-12-05**

3. **AI-42452** Reclassification of an Administrative Manager – DA position and Court Coordinator positions from grade 536 to grade 512, Human Resources.

Judge Self pulled this item to say the reclassifications are based on the federal government's Executive Order on exempt overtime. The County is now in the position of having to do this even though the federal government should not have been involved in this issue. This shows the power of the federal government even where it has no authority. With no further comments, a motion was made to approve the item. (Time: 6:05 p.m.)

Motion by: Judge Keith Self  
Second by: Commissioner Susan Fletcher  
Vote: 4 – 0 Passed

**COURT ORDER NO. 2016-921-12-05**

4. **AI-42477** Personnel Appointments, Human Resources.

**COURT ORDER NO. 2016-922-12-05**

5. **AI-42478** Personnel Changes, Human Resources.

**COURT ORDER NO. 2016-923-12-05**

### **GENERAL DISCUSSION**

5. **AI-42469** Year-end conversion of Catastrophic Time Off (CTO) balances less than eight (8) hours to Paid Time Off (PTO), Human Resources.

Cynthia Jacobson, Human Resources, came forward to address the Court. Ms. Jacobson said CTO (Catastrophic Time Off) was discontinued in FY2011, but employees were still allowed to use the time off that they had accumulated. CTO has been reduced from approximately 256,000 hours in FY2011 to just over 110,000 hours which equates to a 57% reduction in five years. There are 115 people with very small balances of CTO hours. Ms. Jacobson would like to clean up lower balances by moving those with less than eight hours into PTO (Paid Time Off). Based on prior history, CTO should be completely cleaned up in five years. With no further discussion, a motion was made to approve the item. (Time: 6:07 p.m.)

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

**COURT ORDER NO. 2016-924-12-05**

**6. AI-42472 Board/Committee Appointments, Commissioners Court:**

a. Myers Park Advisory Board.

b. Planning Board.

A motion was made to reappoint Marianne Wells to the Myers Park Advisory Board and Sean Merrell to the Planning Board. (Time: 6:08 p.m.)

Motion by: Commissioner Susan Fletcher

Second by: Commissioner Chris Hill

Vote: 4 – 0 Passed

**COURT ORDER NO. 2016-925-12-05**

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

**EXECUTIVE SESSION**

Judge Self recessed Commissioners' Court into Executive Session at 6:09 p.m. under Paragraph 551.071, Legal to discuss Arch Resorts, LLC v. The City of McKinney and the City of McKinney v. Custer Storage Center, LLC.

**Legal (551.071)**

**AI-42473** No. 219-01855-2015 Arch Resorts, LLC v. The City of McKinney, Texas, Commissioners Court.

**NO ACTION TAKEN**

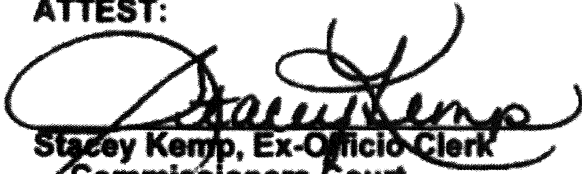
**AI-42504** Case No. 401-03649-2015 The City of McKinney, Texas, vs. Custer Storage Center, LLC, Commissioners Court.

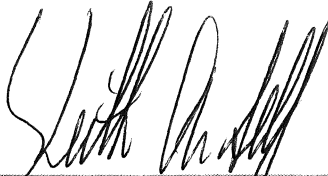
**NO ACTION TAKEN**

Judge Self reconvened Commissioners' Court at 6:59 p.m. With no further business of the Court, Judge Self adjourned the meeting at 6:59 p.m.



**ATTEST:**

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

  
\_\_\_\_\_  
Keith Self, County Judge

  
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Susan Fletcher, Commissioner, Pct. 1

  
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Cheryl Williams, Commissioner, Pct. 2

  
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Chris Hill, Commissioner, Pct. 3

  
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Duncan Webb, Commissioner, Pct. 4