

STATE OF TEXAS

COMMISSIONERS' COURT
MEETING MINUTES
AUGUST 7, 2017

COUNTY OF COLLIN

On Monday, August 7, 2017, 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 Fletcher led the Invocation.

Commissioner Williams led the Pledge of Allegiance.

Commissioner Hill 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 3:01 p.m. The meeting was reconvened and immediately recessed into Executive Session at 3:02 p.m. The meeting was reconvened and adjourned at 3:53 p.m.

President Self called to order the meeting of the Collin County Health Care Foundation at 3:02 p.m. and adjourned the meeting at 3:02 p.m.

President Self called to order the meeting of the Collin County Toll Road Authority at 3:02 p.m. and adjourned the meeting at 3:02 p.m.

DECISIONS MANDATED BY LEGAL ENTITIES OUTSIDE OF COMMISSIONERS COURT AUTHORITY:

1. AI-43501 Advertise for Services: Psychological Evaluations, Juvenile (RFP No. 2017-287), Juvenile Probation.

Commissioner Webb pulled this item because it is for professional services but does not include malpractice insurance as part of the request for proposal. Michalyn Rains, Purchasing, came forward to address the Court. Ms. Rains explained the wrong insurance template was used, and she will have it changed to the one that includes malpractice insurance. (Time: 1:33 p.m.)

2. **AI-43503** Acceptance of the Grant R – Diversion Alternative Plan funding through the Texas Juvenile Justice Division, Juvenile Probation.

3. **AI-43502** Contract renewal for Services: Juvenile Sex Offender Counseling (RFP No. 2015-230) with Terri L. Bauer, LCSW, LSOTP to extend the contract for one (1) year through and including September 30, 2018, Juvenile Probation.

4. **AI-43499** Reclassification of a Secretary position (pay grade 632) to a Clerk position (pay grade 630), Human Resources.

5. **AI-43531** Personnel Appointments, Human Resources.

6. **AI-43532** Personnel Changes, Human Resources.

FYI NOTIFICATION

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

2. **AI-43476** P–Card Disbursements, Auditor.

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

a. **AI-43500** \$1,000 to purchase visor lights utilizing the Drug Forfeiture Funds, Sheriff.

b. **AI-43477** \$150,000 to establish the budget for the 2017–2018 Veterans Treatment Court Grant, Auditor.

4. **AI-43366** County overtime for the pay period ended July 30, 2017, Human Resources.

5. **AI-43505** Voluntary Terminations, Human Resources.

2. **Public Comments.**

3. **Presentation/Recognition.**

4. **Consent agenda to approve:** Judge Self pulled item 4n3 and then asked for comments on the consent agenda. Commissioner Webb pulled item 1 from Decisions Mandated by Legal Entities outside of Commissioners' Court Authority and item 4d1. With no further comments, a motion was made to approve the remainder of the consent agenda. (Time: 1:32 p.m.)

Motion by: Commissioner Susan Fletcher

Second by: Commissioner Cheryl Williams

Vote: 5 - 0 Passed

a. **AI-43459** Disbursements for the period ending August 1, 2017, Auditor.
COURT ORDER NO. 2017-532-08-07

b. **AI-43460** Indigent Defense Disbursements, Auditor.
COURT ORDER NO. 2017-533-08-07

c. **AI-43479** Tax refunds totaling \$60,839.99, Tax/Assessor Collector.
COURT ORDER NO. 2017-534-08-07

d. Advertisement(s):

1. **AI-43506** Collin County Justice Center, AHU-1 Heat Exchanger Replacement (IFB No. 2017-278), Facilities.

Commissioner Webb pulled this item because it will cost tens of thousands of dollars to have the heat exchanger designed and built, but there is only a one-year warranty. The Commissioner would like the proposal to include a minimum of three years on the warranty. Dan James, Facilities, said the industry standard is five years, and they will be asking for three to five years since it is a manufactured item. Commissioner Fletcher suggested letting the vendors know the scoring would be impacted by the warranty offered. Michalyn Rains, Purchasing, agreed. Since this includes hiring an engineer to do the design work, Commissioner Webb wants to make sure that the County owns the design work. With no further discussion, a motion was made to approve the item. (Time: 1:35 p.m.)

COURT ORDER NO. 2017-535-08-07

2. **AI-43447** Professional Services, Surveying (RFQ No. 2017-257), Public Works.
COURT ORDER NO. 2017-536-08-07

3. **AI-43474** Supplies: Jail Kitchen Non-Food (IFB No. 2017-241), Sheriff.
COURT ORDER NO. 2017-537-08-07

e. Award(s):

1. **AI-43463** Fuels (IFB No. 2017-128) to Petroleum Traders Corporation, Public Works.
COURT ORDER NO. 2017-538-08-07

2. **AI-43472** Food, Bread Products (IFB No. 2017-209) to Bimbo Bakeries USA, Inc., Sheriff.

COURT ORDER NO. 2017-539-08-07

f. Agreement(s):

1. **AI-43553** Access Easement Agreement with Hunt Southwest – Wilmeth, LLC for 700 Wilmeth Road, McKinney, Texas, Administrative Services.

COURT ORDER NO. 2017-540-08-07

2. **AI-43469** 2018 State and Local Task Force Agreement and associated documents with the United States Department of Justice, Drug Enforcement Administration (DEA) for participation in the DEA Task Force, Sheriff.

COURT ORDER NO. 2017-541-08-07

3. **AI-43422** Agreement with Dodge City McKinney dba Chrysler Jeep Dodge City of McKinney for a loaner vehicle to be used by the Sheriff's Office, Sheriff.

COURT ORDER NO. 2017-542-08-07

4. Funding Agreement(s) for funding through the 2017 Historical Commission Grant Program, Historical Commission:

a. **AI-43487** Anna Area Historic Preservation Society in the amount of \$4,500 for restoration of the Anna Train Depot.

COURT ORDER NO. 2017-543-08-07

b. **AI-43491** Collin County Historical Society and Museum in the amount of \$1,900 for the digital enhancement project.

COURT ORDER NO. 2017-544-08-07

c. **AI-43492** Elm Grove Historical Cemetery Association in the amount of \$4,856 for repair of markers, and cleaning and leveling of monuments.

COURT ORDER NO. 2017-545-08-07

d. **AI-43493** Heard-Craig Center for the Arts in the amount of \$1,364 for the oral history project.

COURT ORDER NO. 2017-546-08-07

e. **AI-43494** Heritage Guild of Collin County in the amount of \$5,000 for the educational and exhibition project.

COURT ORDER NO. 2017-547-08-07

f. **AI-43495** John Abston Chapter of the National Society Daughters of the American Revolution in the amount of \$3,080 for Abston Cemetery stone cleaning and leveling.

COURT ORDER NO. 2017-548-08-07

g. **AI-43496** Military Heritage Collection of North Texas in the amount of \$3,100 for air conditioning and humidity control.

COURT ORDER NO. 2017-549-08-07

h. AI-43497 Snow Hill Cemetery Association in the amount of \$4,600 for headstone and marker restoration.

COURT ORDER NO. 2017-550-08-07

g. Amendment(s):

1. AI-43509 No. 2 to P25 Trunked Radio Replacement (Contract No. 2016-020) with Motorola Solutions, Inc. to make various changes to the contract and further authorize the Purchasing Agent to finalize and execute same, Sheriff.

COURT ORDER NO. 2017-551-08-07

h. Change Order(s):

1. AI-43458 No. 1 to Supplies, Janitorial (IFB No. 2015-148) with Eagle Brush Chemical, Inc. to delete and replace Line Item 8 for Cleaner, Polish (Metal) and further authorize the Purchasing Agent to finalize and execute same, Facilities.

COURT ORDER NO. 2017-552-08-07

i. Contract Renewal(s):

1. AI-43439 Maintenance, Roads, Crack Sealing Services (IFB No. 2015-161) with Curtco, Inc. to extend the contract for one (1) year through and including September 30, 2018, Public Works.

COURT ORDER NO. 2017-553-08-07

2. AI-43441 Road Materials, Aggregate Material for Surface Treatment and Stone Rip Rap (IFB No. 2016-129) with Martin Marietta Materials, Inc. to extend the contract for one (1) year through and including September 30, 2018, Public Works.

COURT ORDER NO. 2017-554-08-07

3. AI-43440 Road Materials, Aggregate Material for Surface Treatment and Stone Rip Rap (IFB No. 2016-129) with P&K Stone, LLC to extend the contract for one (1) year through and including September 30, 2018, Public Works.

COURT ORDER NO. 2017-555-08-07

4. AI-43485 Road Materials, Emulsified Asphalt (IFB No. 2016-296) with Texas Road Recyclers, LLC to extend the contract for one (1) year through and including September 30, 2018, Public Works.

COURT ORDER NO. 2017-556-08-07

5. AI-43486 Road Materials, Emulsified Asphalt (IFB No. 2016-296) with Wright Asphalt Products Company, LLC to extend the contract for one (1) year through and including September 30, 2018, Public Works.

COURT ORDER NO. 2017-557-08-07

6. **AI-43437** Road Materials, Flexbase, Pickup (IFB No. 2015-103) with Martin Marietta Materials, Inc. to extend the contract for one (1) year through and including September 30, 2018, Public Works.

COURT ORDER NO. 2017-558-08-07

7. **AI-43448** Services and Materials, Erosion Control and Hydromulch (IFB No. 2016-021) with Southwest Erosion Control, Inc. to extend the contract for one (1) year through and including September 30, 2018, Public Works.

COURT ORDER NO. 2017-559-08-07

8. **AI-43442** Signs: Road, Parking & Custom (IFB No. 2016-166) with Custom Products Corporation to extend the contract for one (1) year through and including September 30, 2018, Public Works.

COURT ORDER NO. 2017-560-08-07

9. **AI-43443** Signs: Road, Parking & Custom (IFB No. 2016-166) with PathMark Traffic Products of Texas, Inc. to extend the contract for one (1) year through and including September 30, 2018, Public Works.

COURT ORDER NO. 2017-561-08-07

10. **AI-43445** Signs: Road, Parking & Custom (IFB No. 2016-166) with Vulcan, Inc. to extend the contract for one (1) year through and including September 30, 2018, Public Works.

COURT ORDER NO. 2017-562-08-07

11. **AI-43446** Supplies: Culverts, Bands, Steel, Drop Structures (IFB No. 2016-231) with Contech Engineered Solutions LLC to extend the contract for one (1) year through and including September 30, 2018, Public Works.

COURT ORDER NO. 2017-563-08-07

12. **AI-43475** Dairy Products: Milk (IFB No. 2014-138) with Southern Food Group, LLC dba Oak Farms Dairy to extend the contract for one (1) year through and including September 30, 2018, Sheriff.

COURT ORDER NO. 2017-564-08-07

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

1. **AI-43473** Acceptance of the 2017–2018 Veterans Treatment Court Grant in the amount of \$150,000 through the Texas Veterans Commission, Auditor.

COURT ORDER NO. 2017-565-08-07

2. **AI-43464** Budget amendment in the amount of \$147,000 for replacement of air conditioning units at the 900/920 buildings, Budget.

COURT ORDER NO. 2017-566-08-07

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

1. **AI-43498** \$10,615 to pay TxDOT the remaining balance of the County's 10% Right of Way participation on FM 981, Engineering.

COURT ORDER NO. 2017-567-08-07

2. **AI-43452** \$331,707 to move remaining funds out of completed Permanent Improvement Projects into Contingency, Budget.

COURT ORDER NO. 2017-568-08-07

l. Receive and File, Auditor:

1. **AI-43507** Monthly Financial Reports for June 2017.

COURT ORDER NO. 2017-569-08-07

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

1. **AI-43465** July 10, 2017.

COURT ORDER NO. 2017-570-08-07

2. **AI-43484** July 17, 2017.

COURT ORDER NO. 2017-571-08-07

n. Miscellaneous

1. **AI-43462** Amend the FY 2017 Fee Schedule to include a Judicial and Court Personnel Training Fee in the amount of \$5.00 to be collected by the District Clerk's office effective September 1, 2017, District Clerk.

COURT ORDER NO. 2017-572-08-07

2. **AI-43488** Acceptance of the Dining Alliance rebate check in the amount of \$273.09 to be deposited in the Going the Extra Mile Employee Incentive Program line item and budget amendment for same, Purchasing.

COURT ORDER NO. 2017-573-08-07

3. **AI-43522** Purchase two (2) Precision 7.62 rifles with scopes and accessories and budget amendment in the amount of \$13,014 for same, Sheriff.

PULLED

4. **AI-43524** Begin negotiating a scope and fee with the two highest qualified engineering firms for Professional Services, Engineering, Improvements to County Roads (RFP No. 2017-221) to prepare design plans and construction documents for the Myers Park asphalt parking and drives replacement and asphalt replacement on sections of CR 419 and CR 317, Special Projects.

COURT ORDER NO. 2017-574-08-07

5. **AI-43451** Utilization of 2007 Open Space Bond funds to replace and repair fencing/gates at Parkhill Prairie and for engineering design for the re-construction of asphalt drives/parking areas at Myers Park and Event Center and budget amendment in the amount of \$230,700 for same, Special Projects.

COURT ORDER NO. 2017-575-08-07

6. **AI-43533** Personnel Appointments, Human Resources.

COURT ORDER NO. 2017-576-08-07

7. **AI-43534** Personnel Changes, Human Resources.

COURT ORDER NO. 2017-577-08-07

GENERAL DISCUSSION

5. **AI-43382** Law Enforcement Compensation Presentation, Human Resources.

Cynthia Jacobson, Human Resources, came forward with a PowerPoint presentation showing the annual review of Collin County's Law Enforcement compensation and relative market competitiveness. This involves analysis of pay ranges, turnover and supplemental pay. These areas were compared against Dallas, Denton, El Paso, Fort Bend, Montgomery, Tarrant, Travis and Williamson Counties, and the Cities of Allen, Carrollton, Dallas, Frisco, Garland, McKinney, Murphy, Plano, Richardson, Wylie and the Town of Prosper. Several of these entities were added to the comparison set this year per consultant recommendation.

The benchmark positions for Law Enforcement include: Detention Officer, Transfer Officer, Deputy Sheriff, Criminal Investigator, Sergeant, Dispatcher, Lieutenant, Captain, Major, Deputy Chief, Deputy Constable, Deputy Fire Marshal, Felony Investigator and Court Officer. A benchmark position can be matched to multiple other organizations on at least 75% of the job duties, tends to be stable where duties don't change much over time, and allows for comparison of ranges and structure of a job family to market pay.

Law Enforcement turnover for FY2016 remains relatively stable. The most significant change was a 6.7% turnover increase for the Sheriff's Office non-Detention Officer positions. Projections for FY2017 benchmark position turnover show an increase in Detention Officer turnover and a significant decrease in Dispatcher turnover. Of the employees who terminated in FY2016, 53% responded to the exit interview requests, and 78% of the respondents either agreed or strongly agreed that compensation was adequate for their position.

With regard to supplemental pay, all entities are required to provide a minimum longevity amount for sworn law enforcement. Most cities and counties provide education and certification pay while Collin County does not. However, Collin County does provide shift differential pay which many other entities do not provide.

There are 242 authorized Detention Officer positions with 233 incumbents. The average length of service is six years. The pay range for this position is \$36,251 to \$51,012, with 57 in the top quartile of the pay range and 52 at the pay grade maximum. Collin County ranks 8 out of 17 for minimum salary and 9 out of 17 for maximum pay.

Collin County has 28 authorized Transfer Officer positions with an average length of service of just over seven years. The pay range is \$41,529 to \$55,645 with 28% in the top quartile of the pay range. One is within 2% of the pay grade maximum, and four are currently at the pay grade maximum. Collin County's minimum and maximum pay ranks four out of six of the surveyed counties.

There are 20 authorized Dispatcher positions with an average length of service of six years. The pay range for this position is \$38,806 to \$52,015 with four incumbents in the top quartile of the pay range and one at the range maximum. Collin County is ranked 3 out of 11 for minimum salary and 6 out of 11 for maximum salary.

There are 70 Deputy Sheriff positions with an average length of service of ten years. The pay range is \$54,615 to \$73,172, and 17 are at the pay range maximum. Collin County was ranked 10 out of 20 for minimum salary and 13 out of 20 for maximum salary.

Collin County has 11 authorized Criminal Investigator positions with an average length of service of 17 years. This number is being reduced through attrition. When a Criminal Investigator leaves, the position is reclassified to Deputy Sheriff. The pay range is \$58,244 to \$78,069 and eight incumbents are at the pay range maximum. Collin County was ranked 5 out of 12 for minimum salary and 6 out of 12 for maximum salary.

Ms. Jacobson continued detailing the positions for Sergeant, Lieutenant, Captain, Major, Deputy Chief, Deputy Constable, Court Officer, Felony Investigator, and Deputy Fire Marshal. There was a brief conversation regarding turnover and pay ranges compared to other entities. (Time: 2:10 p.m.)

NO ACTION TAKEN

6. AI-43381 Annual Benefits Presentation, Human Resources.

Cynthia Jacobson, Human Resources, came forward with a PowerPoint presentation. Claims costs for FY2016 for 1,399 employees were \$22.5 million which is an increase from the previous year of 3.4%. Employees paid 14% of the claim costs. Claims for FY2017 are projected to be slightly higher. The number of insured averages 3,342, and utilization of the medical benefits is 100%.

Catastrophic cases are those that exceed \$50,000. In FY2016, 53 claims were over \$50,000, 35 claims were between \$50,000 and \$100,000, and 18 claims were over \$100,000. There was a 2% increase in the average cost of a high cost claim compared to a 16% increase for the prior year. The top large loss claims categories include: musculoskeletal, cancer, circulatory, perinatal and injury and poisoning. Musculoskeletal system diagnoses is the leading primary clinical cost driver for the second year in a row.

Pharmacy costs were just under \$5.5 million for the year which is 25% of total claims costs. The top 15 drugs cost approximately \$1.6 million and comprise 29% of the total pharmacy costs. Employees paid 9.3% of pharmacy costs. Specialty drugs in general treat only 2% or less of the population but account for 35 – 40% of all costs. They are expected to reach half of all pharmacy costs by FY2020. Employees are contributing less than 0.6% of specialty drug costs.

Collin County's deductible, out-of-pocket expenses and physician co-pays are lower than the average when compared to other counties and cities. The dental plan deductible of \$50 is consistent with our counterparts, but our plan maximum of \$1,000 is lower than the majority of our counterparts. Commissioner Williams would like the dental plan to include preventative care. Ms. Jacobson will check into that.

Ms. Jacobson reviewed the types of plans, premium history, on-site nurse, and plan demographics. The percentage of employees with salaries under \$50,000 is 56%. Some of the new benefits in FY2016 were virtual visits, pharmacy value network and the Spine and Joint Center of Excellence. No one utilized the Spine and Joint Center most likely because it required going to the Baylor Center of Excellence in downtown Dallas. One out of ten enrolled members is diabetic. The number of diabetes claims both with and without complications has decreased. FY2016 trends include medical net paid per member per month increased, catastrophic cases increased with higher severity and chronic conditions related to modifiable health risks contributed to the trend. Retiree costs increased from FY2015 to FY2016 by an average of 41%. A total of five retirees were enrolled in medical insurance as of 12/1/16. Collin County's Advantage plan meets affordability and coverage requirements of the ACA (Affordable Care Act). The County's Wellness program has the highest utilization of United Healthcare's book of business. Ms. Jacobson briefly explained the FY2016 BMI (Body Mass Index) statistics.

In order to not have an increase to the County's budget for the FY2017 medical benefits, Ms. Jacobson explained some possible changes for the Court's consideration. These include increasing out-of-pocket maximums, steer usage to the Spine and Joint Center of Excellence, introduce co-insurance into pharmacy with minimum and maximum co-payment amounts for each tier, change medical coverage levels to account for individuals covering more than one child, change medical premiums for employees who cover dependents, and change dental premiums.

There was a brief conversation regarding surcharges for smokers and BMI. Ms. Jacobson will gather information on both possible surcharges and inform the Court. (Time: 2:55 p.m.)

NO ACTION TAKEN

7. AI-43356 Discussion of the make up of the Regional Transportation Council and the Surface Transportation Technical Committee, County Judge.

Judge Self said COG (Council of Governments) will accept whomever the Court would send. Both Denton and Collin Counties are growing in numbers and as a percentage of the region. It took Judge Self and Denton County Judge Mary Horn three years to change the Executive Board makeup of the RTC (Regional Transportation Council). The Judge asked Commissioners Williams and Webb, as the Court's representatives on the RTC Board, if this idea should be pursued and how it would be perceived. Commissioner Webb said the RTC Board was last revised in 2014 according to population. The new by-laws provide for this to be reviewed every four years. Currently, Dallas County controls a large chunk of the votes. If Tarrant County votes with Dallas County they would have a majority, and the RTC would be controlled by those two entities. The Judge asked for a strategy, and Commissioner Webb said he is putting together a suburban ring to bring understanding and force the issue. (Time: 3:00 p.m.)

NO ACTION TAKEN

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

Judge Self updated the Court on the latest NCTCOG (North Central Texas Council of Governments) Executive Board meeting. The main item of interest was another \$2 million being added to the \$3 million for the environmental study for high-speed rail between Dallas and Fort Worth. The Judge said, while there may be a train to make this trip, he does not believe it will be high speed. (Time: 3:01 p.m.)

NO ACTION TAKEN

9. AI-42580 85th Legislative Agenda for 2017, Commissioners Court.

NO ACTION TAKEN

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

EXECUTIVE SESSION

Judge Self recessed Commissioners' Court into Executive Session at 3:02 p.m. in accordance with Paragraph 551.071 Legal of the Government Code, to discuss the three items listed below.

Legal (551.071)

AI-43527 NRCS letters relieving Collin County of maintenance responsibilities for Dams 32, 32A, 33, 34, 48, 82, 83A, 85A and 85B, Commissioners Court.

NO ACTION TAKEN

AI-42473 Case 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 3:53 p.m. With no further business of the Court, Judge Self adjourned the meeting at 3:53 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