

STATE OF TEXAS

COUNTY OF COLLIN

COMMISSIONERS' COURT
MEETING MINUTES
SEPTEMBER 18, 2017

On Monday, September 18, 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

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 2:47 p.m. The meeting was reconvened and immediately recessed into Executive Session at 2:48 p.m. Judge Self reconvened the meeting at 3:21 p.m. and adjourned the meeting at 3:24 p.m.

President Self called to order the meeting of the Collin County Health Care Foundation at 2:47 p.m. and adjourned the meeting at 2:47 p.m.

President Self called to order the meeting of the Collin County Toll Road Authority at 2:47 p.m. and adjourned the meeting at 2:48 p.m.

DECISIONS MANDATED BY LEGAL ENTITIES OUTSIDE OF COMMISSIONERS COURT AUTHORITY:

1. AI-43720 Award Services, CSCD Evaluation and Counseling for Felony/Misdemeanor Offenders (SCORE) to Addiction Treatment Resources, Inc., Adult Probation.

Commissioner Webb pulled this item because the amount of insurance is far below what is usually required in the County's contracts. While the Court has no involvement in this, the Commissioner would like to have the insurance requirements increased on any future contracts.

Yoon Kim, CSCD (Community Supervision and Corrections Department), came forward to address the Court. Mr. Kim said this contract was drafted using the language from other CSCD vendor contracts. In the future, Mr. Kim will work with Purchasing for contract language. (Time: 1:34 p.m.)

2. **AI-43739** FY2018 Non-Pay for Performance salary increases, Human Resources.

3. **AI-43744** Personnel Appointments, Human Resources.

FYI NOTIFICATION

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

2. **AI-43716** Reassignment of two (2) Supervision Officer positions from department 6101 to department 6143, Human Resources.

3. **AI-43710** County overtime for the pay period ended September 10, 2017, Human Resources.

2. Public Comments.

Public comments were heard under General Discussion item 5.

3. Presentation/Recognition.

4. **Consent agenda to approve:** Judge Self asked for comments on the consent agenda. Commissioner Webb pulled item 1 from Decisions Mandated by Legal Entities Outside of Commissioners Court Authority, and items 4h4 and 4h8. With no further comments, a motion was made to approve the remainder of the consent agenda. (Time: 1:32 p.m.)

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

a. **AI-43708** Disbursements for the period ending September 12, 2017, Auditor.
COURT ORDER NO. 2017-700-09-18

b. **AI-43709** Indigent Defense Disbursements, Auditor.
COURT ORDER NO. 2017-701-09-18

c. Award(s):

1. **AI-43481** Maintenance, Repair and Parts Replacement: UPS (IFB No. 2017-178) to AK Solid State, Inc., Facilities.

COURT ORDER NO. 2017-702-09-18

2. **AI-43717** Equipment, Lease: Road Construction and Right of Way Maintenance Equipment (IFB No. 2017-244) to various vendors, Public Works.

COURT ORDER NO. 2017-703-09-18

3. **AI-43667** Engineering Services, Geotech and Materials Testing for Roads and Buildings (RFQ No. 2017-247) and further authorize the Purchasing Agent to finalize and execute the professional services agreement, Purchasing.

COURT ORDER NO. 2017-704-09-18

d. Agreement(s):

1. **AI-43730** Interlocal Agreement with the Town of New Hope for Law Enforcement Services, Sheriff.

COURT ORDER NO. 2017-705-09-18

e. Amendment(s):

1. **AI-43723** No. 3 to P25 Trunked Radio System 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. 2017-706-09-18

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

1. **AI-43713** \$900 to reallocate funds to reimburse Inmate Transfer staff for mileage, Sheriff.

COURT ORDER NO. 2017-707-09-18

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

1. **AI-43711** August 14, 2017 Budget Workshop.

COURT ORDER NO. 2017-708-09-18

h. Miscellaneous

1. **AI-43712** Re-designation of Private Road 5639 to Bandy Drive (with associated address updates), GIS/Rural Addressing.

COURT ORDER NO. 2017-709-09-18

2. **AI-43646** Cost participation with the Town of Saint Paul for the reconstruction of Freda Lane, Public Works.

COURT ORDER NO. 2017-710-09-18

3. **AI-43718** Reimbursement for fencing materials in the amount of \$1,894 to Mr. Justo Torres for property along CR 465, Public Works.

COURT ORDER NO. 2017-711-09-18

4. **AI-43701** Adoption of the revised Facility Usage Agreement and Myers Park & Event Center Policies, Special Projects.

Commissioner Webb pulled this item to suggest a change in the wording of the agreement. The beginning of the fourth sentence under Rental Fees should read, "Failure to pay rental fees within the prescribed period will result in a late fee..." With no further discussion, a motion was made to approve the item with that change made. (Time: 1:35 p.m.)

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

COURT ORDER NO. 2017-712-09-18

5. **AI-43680** Scope and fee for the design of parking lot and driveway improvements at Myers Park and Event Center and further authorize the Purchasing Agent to finalize and execute the Engineering Services Agreement, Special Projects.

COURT ORDER NO. 2017-713-09-18

6. **AI-43736** FY2018 Pay for Performance salary increases, Human Resources.

COURT ORDER NO. 2017-714-09-18

7. **AI-43745** Personnel Appointments, Human Resources.

COURT ORDER NO. 2017-715-09-18

8. AI-43746 Personnel Changes, Human Resources.

Commissioner Webb pulled this item because it is not in compliance with the recently adopted policy relating to how transfers are handled in terms of reductions and increases in salary. Cynthia Jacobson, Human Resources, said this individual was in that transition period and already in process before the policy took effect. They had already been in talks and did not want to penalize the employee. This is a one-time transition situation that will not occur again. With no further discussion, a motion was made to approve the item. (Time: 1:37 p.m.)

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

COURT ORDER NO. 2017-716-09-18

GENERAL DISCUSSION

5. FY 2018 Budget

Monika Arris, Budget, came forward to present the FY2018 Proposed Budget. There is \$196.3 million in the General Fund with an additional \$40.5 million as One-Time Expenditures with \$38 million of that dedicated to transportation and \$2.5 million for TCDRS (Texas County and District Retirement System) retiree COLA (Cost of Living Adjustment.) This brings the grand total of the General Fund up to \$236.8 million. The Road & Bridge Fund is \$24.3 million, Permanent Improvement Fund is \$2.8 million, Debt Service Fund is \$65.3 million and all other funds including grants and service fees total \$51.5 million. The grand total of the FY2018 Expenditure Budget including the One-Time Expenditures is \$380.7 million.

The FY2018 Revenue estimates which include taxes and other revenue are \$196.6 million for the General Fund, \$21.9 million for the Road & Bridge Fund, \$2.9 million for the Permanent Improvement Fund, \$65.8 million for the Debt Service Fund and \$53.3 million for all other funds. Total FY2018 revenue is \$340.5 million.

Judge Self then asked for public comments.

Darrell Hale, McKinney, came forward to address the Court. Mr. Hale thanked the Court for their hard work and for not increasing the effective tax rate. This is a good example for other governmental entities within Collin County to follow. Mr. Hale also thanked all the departments that made the budget process look easy even though there was a lot of hard work put into the process.

Jonathan Cocks, Fairview, came forward next to thank the Court for putting a significant emphasis on public safety by supporting Sheriff Skinner's request for increased funding. Given the population growth within the County, this will help to ensure better deputy response times. Mr. Cocks then brought up the salary compression issue in the Sheriff's Office and referenced a negative review on the Glass Door website in which an employee complained that new hires are making almost as much as employees who have been with the Sheriff's Office for several years. Mr. Cocks said the salaries in the Sheriff's Office must be competitive with the surrounding municipalities and thanked Commissioner Hill for publicly supporting the Sheriff's requests. Judge Self said the compression issue itself, not including PFP (Pay for Performance), was over \$4 million of the County's salary increases this year.

The four potential additions to the budget were the District Clerk Court Collection position (\$62,043), Law Enforcement Certification Pay (\$87,112), a consultant for the JP/Constable Precinct 2 office consolidation (\$80,000), and changing the Facilities Painter to a Tech I position (\$6,671). Discussions for each item are below.

Commissioner Williams said she originally brought up the District Clerk Court Collection position because of the penalties associated with it. Commissioner Webb said, according to statute, the state can impose penalties on the County and the District Clerk for failing to comply, and he does not want to put the District Clerk in that position. Commissioner Fletcher suggested putting this into contingency until the Court decides on other issues. Commissioner Webb said the statute states we cannot collect a service fee if, during an audit, it is determined we are not in compliance. Judge Self said there are two things to consider: 1) will we receive more funds if this position is added, and 2) if we don't add the position, will we be penalized.

Lynne Finley, District Clerk, came forward to address the Court regarding this position. Ms. Finley said her office was falling behind as the new Collection Improvement Program came into effect in January, and their compliance started to drop. She utilized temporary and existing employees to get back into compliance. They have maintained compliance for the last six months in the event there was another audit. She does not have the manpower to go back and try to collect those funds while staying in compliance. The three current collection clerks brought in approximately \$1.6 million in FY2016. A lengthy discussion ensued.

In the future, Commissioner Williams would like the Court to consider resisting future mandates that don't provide a benefit to the County. Commissioner Hill said it is in our own best interest to collect fines and fees and would approve the item. Judge Self said the County has a collection program, but this is an enhancement program. With no further discussion, a motion was made to put the position into contingency until more data is collected. (Time: 2:01 p.m.)

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

The next item was Certification Pay for Law Enforcement. Commissioner Fletcher said there are some unbudgeted funds which give the Court the opportunity to compensate based on merit. The Commissioner said it is important to stand behind our law enforcement, and the training classes will raise the levels of proficiency and lower the liability. With no further discussion, a motion was made to approve this item. (Time: 2:03 p.m.)

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

Bill Bilyeu, County Administrator, came forward to discuss the JP/Constable Precinct 2 consolidation. During Budget Workshop the Court had discussed consolidating the JP and Constable Precinct 2 offices. This item is looking for architecture fees to look at project management and space utilization. This would not be for the final design but rather to get a footprint. Mr. Bilyeu is asking to have this put into contingency until the Court decides whether or not to consolidate the offices. A motion was made to put this item into contingency. (Time: 2:05 p.m.)

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

Lastly, Mr. Bilyeu discussed upgrading the Facilities Painter position to a Tech I position. Commissioner Webb said he was supportive of this as long as this position is only a painter, and the County no longer is contracting out the painting. With no further discussion, a motion was made to approve the item. (Time: 2:08 p.m.)

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

Hurley Miller, Ph.D., AgriLife Extension District Administrator, came forward to discuss the salary design structure for the County Extension Agents which the Court will discuss in Executive Session. This is a State program that is funded by both the State and the County. Dr. Miller explained the pay ranges and said that counties across the State pay a portion of each agent's salary. In some cases the County is paying as much as 60% of an agent's salary and the State is paying the remaining 40%. Judge Self said the County should be paying a certain percentage of the salary with a maximum percentage limit. Commissioner Hill confirmed that if the County were to reduce the amount provided per agent, the State would then make up the difference. Dr. Miller said the State does not provide enough funding to fill all the available positions. A lengthy conversation ensued.

Commissioner Fletcher asked Dr. Miller for data showing the amount funded by other counties. Commissioner Williams said there are services the agents provide that do give value to the County, and the Court should determine what that value is. Commissioner Webb would like to look at the current agents for Collin County and what services are provided to make an analysis. (Time: 2:26 p.m.)

a. AI-43671 Public Hearing – Proposed FY 2018 Budget.

Judge Self opened the Public Hearing at 2:26 p.m. and asked for public comments.

Roger Burrell, Plano, came forward. Mr. Burrell said a successful metric would be keeping the spending increases in any area of the government to population growth plus inflation. He suggested over time getting more economies of scale and requiring the agencies to tighten their belts. Judge Self responded that population plus inflation would be approximately five percent. This would bring the FY2018 Expenditure Budget from \$340.5 million up to \$345 million. Doing the same with the General Fund would have brought the total from \$196 million up to \$205 million. With no further comments, Judge Self closed the Public Hearing. (Time: 2:29 p.m.)

- 1. AI-43700 Addition of one (1) Felony Collections Clerk, District Clerk.**
 - 2. AI-43784 Certification pay for Law Enforcement.**
 - 3. AI-43787 Design costs for consolidation of JP and Constable Precinct 2 offices.**
- b. AI-43672 Adoption of an order setting and approving the Fiscal Year 2018 Elected Officials Salaries.**

A motion was made to adopt the elected officials salaries. (Time: 2:31 p.m.)

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

COURT ORDER NO. 2017-717-09-18

c. **AI-43673** Adoption of an order setting and approving the FY 2018 Budget.

A motion was made to adopt the FY2018 total combined budget of \$380,933,662. (Time: 2:33 p.m.)

Motion by: Commissioner Susan Fletcher
Second by: Commissioner Duncan Webb
Vote: 5 – 0 Passed by a show of hands

COURT ORDER NO. 2017-718-09-18

d. **AI-43674** Adoption of an order setting the maintenance and operating tax rate for Fiscal Year 2018.

A motion was made to adopt the M&O tax rate of \$0.138796. (Time: 2:33 p.m.)

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

COURT ORDER NO. 2017-719-09-18

e. **AI-43675** Adoption of an order setting the debt service tax rate for Fiscal Year 2018.

A motion was made to adopt the debt service tax rate of \$0.053450. (Time: 2:33 p.m.)

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

COURT ORDER NO. 2017-720-09-18

f. **AI-43676** Adoption of an order setting the combined tax rate for FY 2018.

A motion was made to adopt the combined tax rate of \$0.192246. (Time: 2:33 p.m.)

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

COURT ORDER NO. 2017-721-09-18

g. AI-43677 Adoption of an order setting and approving the Collin County Fee Schedule for Fiscal Year 2018.

A motion was made to adopt the FY2018 fee schedule. (Time: 2:34 p.m.)

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

COURT ORDER NO. 2017-722-09-18

6. AI-43678 Restrictions on funds in compliance with Government Accounting Standards Board (GASB) Statement Number 54 for FY 2018.

A motion was made to adopt the FY2018 committed fund balance which are funds committed against certain expenditures. (Time: 2:34 p.m.)

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

COURT ORDER NO. 2017-723-09-18

7. AI-43690 Board/Committee Appointments, Commissioners Court:

a. Child Protective Services Board.

A motion was made to appoint Carroll Maxwell to the Collin County Child Protective Services Board. (Time: 2:35 p.m.)

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

COURT ORDER NO. 2017-724-09-18

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

Commissioner Webb updated the Court on the last meeting of the Regional Transportation Council. The first item of interest was Collin County transit service funding was extended for two more years with funds already committed through Toyota and federal dollars.

Commissioner Victor Vandergriff, Texas Transportation Commission, was a special guest at the RTC meeting. There is approximately \$13 billion in category 4 and category 12 funds that are unallocated by the Commission. Commissioner Vandergriff said the RTC needs to come up with some big ticket projects that will be shovel ready or this money will disappear. Austin, Houston and San Antonio are pushing to get a big chunk of the money. There was a lengthy discussion regarding what big projects in the DFW area will be ready for construction within the next five years. The three biggest projects are I-635 East, I-20 and I-820 near Fort Worth, and a possible third is a substitute for Trinity Parkway. There is nothing currently in Collin County because there is still no consensus. Commissioner Webb said the \$13 billion does not include the \$600 million that has already been allocated to Collin County. This is a ten-year budget and the quicker we can reach consensus, then we can push for some of these funds.

The next item was providing assistance to the evacuees in the Houston area. The RTC approved approximately \$50,000 in transit passes and staff assistance.

Follow up on the public meeting for the Cotton Belt regional passenger rail is moving forward. The RTC, Cities of Coppell and Plano, and the developer have contributed \$100 million to move this project forward.

Mobility 2045 is moving forward and should be key for Collin County in terms of getting lines on maps. The first deadline is April of next year with final approval in June.

There was a report on the east/west split. With the formula allocation, the east gets 68% and the west gets 32%.

There was discussion on some partnerships with local agencies, primarily the City of Dallas, using the last of the CMAQ (Congestion Mitigation and Air Quality) money. Dallas County is partnering with the use of those funds for approximately \$46 million. Hunt County received \$20 million, and Parker County received \$13 million.

Lastly, with regard to heavy diesel equipment, 7.3% of all heavy trucks generate 21% of all emissions. If all trucks older than 1985 were eliminated, our emissions would dramatically improve. (Time: 2:48 p.m.)

NO ACTION TAKEN

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

EXECUTIVE SESSION

Judge Self recessed Commissioners' Court into Executive Session at 2:48 p.m. under Paragraph 551.074, Personnel to discuss the FY2018 salary increases for the County Administrator, Elections Administrator and County Extension Agents, and under Paragraph 551.072, Real Estate to discuss authorization to initiate condemnation proceeds to acquire the property and easement rights needed to facilitate completion of the Dallas North Tollway.

Judge Self reconvened Commissioners' Court at 3:21 p.m.

Personnel (551.074)

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

AI-43767 FY 2018 salary increases for the County Administrator, Elections Administrator and County Extension Agents, Human Resources.

A motion was to provide a 3% increase for both the County Administrator and Elections Administrator. (Time: 3:23 p.m.)

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

COURT ORDER NO. 2017-725-09-18

A motion was made to allocate \$13,610.50 for each of the four County Extension Agents in Collin County. (Time: 3:24 p.m.)

Motion by: Judge Keith Self
Second by: Commissioner Cheryl Williams
Vote: 5 – 0 Passed

COURT ORDER NO. 2017-726-09-18

Real Estate (551.072)

AI-43724 Authorization to initiate condemnation proceeds to acquire the property and easement rights needed to facilitate completion of the Dallas North Tollway (DNT) westerly (south bound) service road between U.S. Highway 380 and F.M. Highway 428, Special Projects.

A motion was made to initiate condemnation proceedings. (Time: 3:22 p.m.)

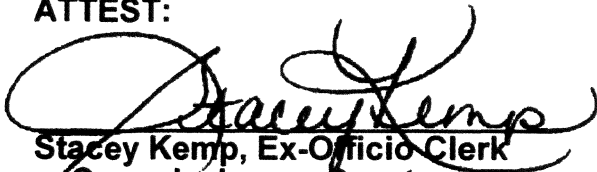
Motion by: Judge Keith Self
Second by: Commissioner Duncan Webb
Vote: 4 – 0 Passed
Abstained: Commissioner Cheryl Williams

COURT ORDER NO. 2017-727-09-18

With no further business of the Court, Judge Self adjourned the meeting at 3:24 p.m.

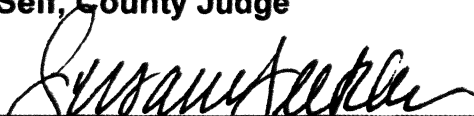


ATTEST:


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

Not Present

Keith Self, County Judge


Susan Fletcher, Commissioner, Pct. 1


Cheryl Williams, Commissioner, Pct. 2


Chris Hill, Commissioner, Pct. 3


Duncan Webb, Commissioner, Pct. 4