

An order of the Commissioners Court approving the filing of the February 24, 2020 minutes.

On Monday, February 24, 2020, 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 Chris Hill
- Commissioner Susan Fletcher, Precinct 1
- Commissioner Cheryl Williams, Precinct 2
- Commissioner Darrell Hale, Precinct 3
- Commissioner Duncan Webb, Precinct 4

Commissioner Fletcher led the Invocation.  
Commissioner Hale led the Pledge of Allegiance.  
Commissioner Williams led the Pledge of Allegiance to the Texas Flag.

1. Judge Hill called to order the meeting of the Collin County Commissioners Court at 1:30 p.m. and recessed the meeting at 2:05 p.m. The meeting was reconvened at 2:06 p.m. and immediately recessed into Executive Session. The meeting was reconvened at 3:32 p.m. and adjourned at 3:32 p.m.

President Hill called to order the meeting of the Collin County Health Care Foundation at 2:05 p.m. and adjourned the meeting at 2:06 p.m.

President Hill called to order the meeting of the Collin County Toll Road Authority at 2:06 p.m. and adjourned the meeting at 2:06 p.m.

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

- 1. AI-47996 Personnel Changes, Human Resources.

**FYI NOTIFICATION**

- 1. AI-47985 P-Card Disbursements, Auditor.
- 2. AI-34688 Outstanding Agenda Items, Commissioners Court.

3. AI-47988 County overtime for the pay period ended February 9, 2020, Human Resources.

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

a. AI-47992 \$277,219 to establish the budget for the FY 2019 State Criminal Alien Assistance Program grant, Auditor.

**2. Public Comments.**

Chris Grupido, Farmersville, came forward to address the Court. Mr. Grupido said he owns the last operating Cotton Gin of Collin County in Farmersville. The building is eligible for the historical tax exemption, but the building has been in disrepair and was not approved for the exemption. For the past 14 months they have been renovating the building and are now asking the Court to reinstate the tax exemption. Mr. Grupido said he has information for the Court regarding all of the renovations and would like to leave it for their review.

Judge Hill said the Court is not posted on this item and no action can be taken. The Judge thanked Mr. Grupido for coming. (Time: 1:33 p.m.)

**3. Presentation/Recognition.**

4. **Consent agenda to approve:** Judge Hill asked for comments on the consent agenda. Commissioner Fletcher pulled item 4j5 for recusal. Commissioner Webb pulled items 4j10 and 4j11. With no further comments, a motion was made to approve the remainder of the consent agenda. (Time: 1:34 p.m.)

Motion by: Commissioner Susan Fletcher

Second by: Commissioner Cheryl Williams

Vote: 5 – 0 Passed

a. AI-47999 Disbursements for the period ending February 18, 2020, Auditor.

COURT ORDER NO. 2020-146-02-24

b. AI-48000 Indigent Defense Disbursements, Auditor.

COURT ORDER NO. 2020-147-02-24

c. **Tax Refund(s):**

1. AI-47981 Tax refunds totaling \$1,176,803.97, Tax Assessor-Collector.

COURT ORDER NO. 2020-148-02-24

**d. Advertisement(s):**

1. AI-47902 Psychological Examinations for Law Enforcement Personnel (RFP No. 2020-157), Human Resources.

COURT ORDER NO. 2020-149-02-24

2. AI-48019 Safety Wear (IFB No. 2020-186), Sheriff.

COURT ORDER NO. 2020-150-02-24

3. AI-48020 Firearms, Ammunition, and Accessories (IFB No. 2020-125), Sheriff.

COURT ORDER NO. 2020-151-02-24

**e. Award(s):**

1. AI-47962 Vehicles, Trucks for Public Works (Contract No. 2020-191) to Silsbee Ford, Inc. through Goodbuy Cooperative Contract No. 20-8F000, Public Works.

COURT ORDER NO. 2020-152-02-24

2. AI-48004 Equipment Trailers (IFB No. 2020-122) to various vendors, Public Works.

COURT ORDER NO. 2020-153-02-24

**f. Agreement(s):**

1. AI-48008 Personal Services Agreement with Tess Lipscomb (Contract No. 2020-203) for Lead Clinician for the VALOR Program, grant exemption from the competitive bid process per Texas Local Government Code 262.024(a)(4), and further authorize the Purchasing Agent to finalize and execute same, 296th District Court.

COURT ORDER NO. 2020-154-02-24

2. AI-48003 Roadway Improvements Agreement with Lackland Calmont Ltd. (Agreement No. 2020-209) for the Green Meadows subdivision, Public Works

COURT ORDER NO. 2020-155-02-24

**g. Amendment(s):**

1. AI-48017 No. 13 to Storm Water Management Program (Agreement No. 12179-08) with Jacobs Engineering Group, Inc. for Phase II support services, and further authorize the Purchasing Agent to finalize and execute same, Engineering.

COURT ORDER NO. 2020-156-02-24

**h. Change Order(s):**

1. AI-47987 No. 2 to Construction, Myers Park Roadway Improvements (IFB No. 2018-336) with DDM Construction Corporation for removal of additional asphalt quantities, addition of a drive culvert and parking stops and further authorize the Purchasing Agent to finalize and execute same, Special Projects.

COURT ORDER NO. 2020-157-02-24

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

1. AI-47965 \$59,049,751.85 for encumbrance rollover from FY2019 to FY2020, Auditor.

COURT ORDER NO. 2020-158-02-24

2. AI-48015 \$8,069,867 to reallocate funds to cover negative categories and/or negative departmental budgets for FY 2019, Auditor.

COURT ORDER NO. 2020-159-02-24

**j. Miscellaneous**

1. AI-48012 Grant application for the FY2021 General Victim Assistance Grant through the Office of the Governor, Criminal Justice Division, District Attorney.

COURT ORDER NO. 2020-160-02-24

2. AI-48009 Final Plat and Sign Plan for The Hills of Lone Star Phase 10, Haley Cove, Engineering.

COURT ORDER NO. 2020-161-02-24

3. AI-47991 Redesignation of County Road 544 (north section only) to Corry Lane, GIS/Rural Addressing.

COURT ORDER NO. 2020-162-02-24

4. AI-47982 2020 Collin County historic tax abatement for 920 18th Street, Plano, Texas, Historical Commission.

COURT ORDER NO. 2020-163-02-24

5. AI-47942 Amended list of equipment manufacturers for IT procurement standards, Information Technology.

Judge Hill said Commissioner Fletcher will abstain from voting on this item. With no further comments, a motion was made to approve this item. (Time: 1:34 p.m.)

Motion by: Commissioner Cheryl Williams

Second by: Commissioner Darrell Hale

Vote: 4 – 0 Passed

Abstained: Commissioner Susan Fletcher

COURT ORDER NO. 2020-164-02-24

6. AI-48016 Conduct a no cost 60 day evaluation of the FoxIT Phantom PDF Business Software, Information Technology.

COURT ORDER NO. 2020-165-02-24

7. AI-48011 Grant application for the FY2021 Specialty Courts Program Grant through the Office of the Governor, Criminal Justice Division, Juvenile Probation.

COURT ORDER NO. 2020-166-02-24

8. AI-47984 Accept the donation of a 65" Samsung TV from the Sheriff's Fund, Sheriff.

COURT ORDER NO. 2020-167-02-24

9. AI-48005 Grant application and resolution for the FY2021 General Victim Assistance Grant through the Office of the Governor, Criminal Justice Division, Sheriff.

COURT ORDER NO. 2020-168-02-24

10. AI-48014 Grant application for the FY2021 Criminal Justice Program Grant through the Office of the Governor, Criminal Justice Division, Sheriff.

Commissioner Webb said this is a grant submission for the funding of two new positions. The grant is only for a specified period of time, and the Commissioner would like to ensure it is only a temporary situation. If the grant funding runs out, the positions would need to go through the same budget process all the other submissions do in terms of staffing. With no further comments, a motion was made to approve this item. (Time: 1:35 p.m.)

Motion by: Commissioner Cheryl Williams

Second by: Commissioner Susan Fletcher

Vote: 5 – 0 Passed

COURT ORDER NO. 2020-169-02-24

11. AI-48028 Award of Armored Car Services (Coop Quote No. 2020-210) to Brink's Inc., formerly known as Dunbar Armored, Inc., through the Choice Partners Cooperative Contract No. 18/068MR-03 and provide for interim processes, Purchasing.

Commissioner Webb said this item lists two options, and the Court has not discussed these options and how the problem will be solved. There have been some discussions with one of the Constables about escorting the various departments once the deposits were ready. If there are concerns about liability, the Commissioner is willing to indemnify the Constables if something were to happen while on route to make the deposits.

Judge Hill said the current solution has ended and asked if one of these options is already being carried out. Linda Riggs, County Auditor, said currently there is no option in place. The County Clerk is making their own deposits, and all other departments have been asked to lock up their deposits until a solution is found. Judge Hill said the Court will need to pick a solution and asked if there is a suggested option. Bill Bilyeu, County Administrator, said they are prepared to go with option number one which is indemnifying the Constables.

Commissioner Webb said the Constables are taking on a responsibility that is outside their duties and would like to support them by agreeing they would be indemnified if something were to happen. The Constables would like to have a set time and schedule in place for them to trail the person who will be making the deposits. Commissioner Webb made a motion to approve interim proposal one and, to the extent that one of our law enforcement officers or Constables do the deposits, the County will indemnify them if something happened during the run. A brief discussion ensued regarding indemnification.

Judge Hill asked if the Constable or law enforcement officer would escort the funds or actually carry the funds for deposit. Mr. Bilyeu said they would carry the funds themselves for deposit. Judge Hill said he doesn't know the chain of custody controls currently in place for deposits, and he is unsure what is entailed in adopting a policy of indemnification for this new process. Mr. Bilyeu said the message is that if everyone does their job, they will be protected. Judge Hill said the motion would be the adoption of Interim Proposal One with the application of Collin County's Indemnification Policy to this new process. With no further comments, a motion was made to approve Interim Proposal One. (Time: 1:47 p.m.)

Motion by: Commissioner Duncan Webb

Second by: Commissioner Susan Fletcher

Vote: 5 – 0 Passed

**COURT ORDER NO. 2020-170-02-24**

12. AI-47997 Personnel Appointments, Human Resources.

**COURT ORDER NO. 2020-171-02-24**

13. AI-47998 Personnel Changes, Human Resources.

## General Discussion

5. AI-48013 Public Hearing - Proposed changes to the Collin County Subdivision Regulations, Floodplain Management Regulations, new Drainage Design Standards, and new Roadway Standards Documents, Engineering.

Judge Hill said there was a citizen who requested to speak on this matter. Debbie Fisher, Lucas City Council Member, said she is speaking for herself and her constituents not the Council. Drainage is an issue that has been plaguing many of the cities. Mrs. Fisher said she was pleased to see this design manual and how it looks at the impact on more than just these particular subdivisions. She is in support of this and appreciates the County's efforts. (Time: 1:49 p.m.)

Tracy Homfeld, Engineering, gave a brief presentation on some of the proposed changes to the Collin County Subdivision Regulations, Floodplain Management Regulations, new Drainage Design Standards, and new Roadway Standards. The Subdivision Regulations document was rewritten to improve the flow of information. The plat application/approval process was updated to reflect changes resulting from HB 3167. The County's attorney is in the process of reviewing compliance with LGC 232 and HB 3167.

The Flood Plain Management Regulations document was also rewritten to improve the flow of information. A flow chart was added to help understand the process of floodplain development. All development in the 100-year (1%) Floodplain Zone A will be required to establish Base Flood Elevations (BFE). In the past, the County was able to estimate those, but it has been determined to not be a good practice. Subsequently, any fill brought in to meet the existing two foot freeboard requirement will need to be studied to assess impacts to the 100-year (1%) floodplain. Another change is the Letter of Map Changes (LOMCs) will be required in order to remove structures from the floodplain.

The new Drainage Design Manual will need to be adopted by the Court to aid in minimizing adverse impacts due to development in unincorporated Collin County. The manual will be used in the review of platted residential subdivisions and commercial building permits. One big point is that Downstream Assessments and onsite mitigation may be required and, in some cases, off-site easements will be necessary due to changes in the drainage from pre to post development. This assessment process is different from what has been done in the past because, when a property is developed, the way it drains onto another property will change.

The technical information that was in the Subdivision Regulations with regards to the design and construction standards for the new roads was compiled into the New Roadway Standards Manual. Public Works staff has been involved in the development of this document. The document summarizes the county road typical sections and geometric design standards. Roadway and pavement requirements are based on whether the roadway is classified

as rural or urban and whether it's a residential or collector roadway. Rural residential roads comprise 99% of the new roads built in unincorporated subdivisions. Ms. Homfeld gave a brief summary on other requirements specified in the new Roadway Standards Manual.

Over the last 30 days, staff reached out to the development, real estate and engineering communities to solicit comments. They have received comments from several engineering firms, municipalities and developers. These comments are being logged and will be considered along with the public hearing comments and court recommendations. The Planning Board members were briefed throughout the update process and provided draft documents to review. There were comments received from five planning board members. Comments will be logged and considered with the rest of the comments received.

Ms. Homfeld said today they are requesting a public hearing to receive comments from the public and to have a discussion on Court suggested edits. The Final Subdivision Regulations will be reviewed by the County's attorney with suggested edits to be incorporated. Staff will evaluate all comments and recommend any changes to the draft that are deemed appropriate, and then they will hold another public hearing for those draft comments.

Judge Hill opened the public hearing at 1:58 p.m. and asked if anyone would wish to address the court. Hearing none, the Judge closed the public hearing at 1:58 p.m.

Commissioner Hale said page 794 states private roads shall be paved. This would include any subdivision that may occur. If a property owner were to sell a portion of their land and divide the property they would now be obligated to pave the private road. The regulation also obligates a paved road to be engineered. For a simple subdivision, these regulations are requiring pavement and engineer work.

Commissioner Williams asked if lots less than one acre will require concrete roads. Ms. Homfeld said that is correct, and it is also currently under Subdivision Regulations. Commissioner Williams said before moving forward the authority over that regulation needs to be verified. The Commissioner would like to ensure that the County is not indirectly in violation of HB 232 as it relates to density because the County cannot regulate the number of residential units built per acre of land.

Judge Hill asked if the proof rolling process and the two inches of additional base will begin to be utilized in Public Works. Ms. Homfeld said Public Works does not build roads from the ground up, but they do use more than six inches of base when they reclaim roads. Commissioner Webb said he is pleased with these changes and the ability to regulate water flow impact on other properties as a result of development. This is a major step forward, and he is supportive of this. Judge Hill thanked the Engineering Department and the Planning Board for their work. (Time: 2:04 p.m.)

**NO ACTION**



6. **AI-48023** Exception to the Budget Control Policy for the replacement of three (3) FRED workstations with budget amendment in the amount of \$66,030 and additional equipment with a possible budget amendment in the amount of \$13,729, Sheriff.

Jim Skinner, Sheriff, said, because of the impact this item has on the security system for IT and the work processes involved, he would like to discuss this in Executive Session. (Time: 2:05 p.m.)

Judge Hill recessed Commissioners Court at 2:05 p.m. and called to order the meeting of the Health Care Foundation and Collin County Toll Road Authority. The meeting was reconvened at 2:06 p.m.

**EXECUTIVE SESSION**

Judge Hill recessed into Executive Session under Chapter 551.076 to deliberate the deployment or specific occasions for implementation of security personnel or devices.

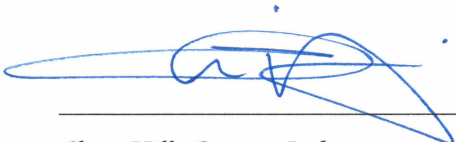
Judge Hill reconvened Commissioners Court at 3:32 p.m. and asked if there were any discussions or actions.

A motion was made to move three FRED (Forensic Recovery of Evidence Device) devices from the Sheriff's Office to the repair and replace schedule to be replaced at IT's discretion. (Time: 3:32 p.m.)

Motion by: Commissioner Darrell Hale  
Second by: Commissioner Duncan Webb  
Vote: 5 – 0 Passed

**COURT ORDER NO. 2020-173-02-24**

There being no further business of the Court, Judge Hill adjourned the meeting at 3:32 p.m.

  
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Chris Hill, County Judge

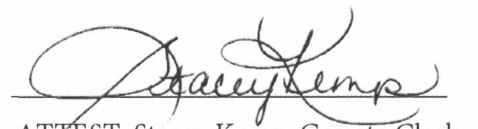
  
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Susan Fletcher, Commissioner, Pct 1

  
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Cheryl Williams, Commissioner, Pct 2



  
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Darrell Hale, Commissioner, Pct 3

  
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Duncan Webb, Commissioner, Pct 4

  
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ATTEST: Stacey Kemp, County Clerk