

**COMMISSIONERS COURT  
October 15, 2013**

**STATE OF TEXAS  
COUNTY OF ROCKWALL**

**BE IT REMEMBERED THERE WAS HELD A REGULAR MEETING OF THE COMMISSIONERS COURT ON THE ABOVE DATE WITH THE FOLLOWING MEMBERS OF THE COURT PRESENT:**

**Jerry Hogan County Judge  
Cliff Sevier Commissioner Pct 1  
Lorie Grinnan Commissioner Pct 2  
Dennis Bailey Commissioner Pct 3  
David Magness Commissioner Pct 4  
Shelli Miller County Clerk**

**CALL TO ORDER; Judge Hogan called the meeting to order at 9:00 a.m.**

**INVOCATION; The Invocation was given by Commissioner Bailey**

**PLEDGES OF ALLEGIANCE; The Pledges of Allegiance to the American Flag and to the Texas Flag were given by Commissioner Magness**

**RECOGNITION OF GUESTS;**

**Judge Hogan welcomed the Rockwall Heath High School Advanced Placement Government and Politics Class and encouraged them and the public to please get involved in County Government.**

**OATH OF OFFICE; Veterans Service Officer**

**Judge Hogan introduced Veteran's Services Officer Les Cooks. Mr. Cooks gave the Court a brief update on his office. Judge Hogan swore Mr. Cooks in as Rockwall County Veterans Services Officer.**

**AGENDA:**

- 1. Discuss/Act on approving the replat of lots 57 and 58 Block 5 located in High Point Lake Estates, and all related issues; (Merritt-Bailey)**

**Environmental Health Coordinator Ron Merritt presented the Court with a request for replat of two lots in High Point Lake Estates due to an error and asked for the Court's approval.**

**The motion was made by Commissioner Bailey, seconded by Commissioner Grinnan with the court voting 5-0 in favor of approving the replat of lots 57 and 58 Block 5 located in High Point Lake Estates.**

2. Discuss/Act on request from the Open Space Committee to approve/send letter to The Trust for Public Land requesting technical advice and assistance to develop a program to finance land conservation and a potential related ballot measure, and all related issues; (Sevier-Nell Welborn)

**Open Space Alliance Committee member Bob DeJean addressed the Court regarding a 2008 report for open space use planning created by The Trust for Public Land. Mr. DeJean advised the Court that the report was out of date and said the Open Space Alliance Committee has asked the Trust to update the report and they have agreed to do so at no cost to the County. Mr. DeJean asked the Court to consider approving a letter for The Trust for Public Land that states the Court's approval to update the report using available grant money.**

**The motion was made by Commissioner Sevier, seconded by Commissioner Grinnan with the Court voting 5-0 in favor of approving a letter to be sent to The Trust for Public Land requesting technical advice and assistance to develop a program to finance land conservation and a potential related ballot measure.**

3. Discuss/Act on approving a Memorandum of Understanding (MOU) with Amcad and Corporation Service Company for the electronic recording of real property documents for the Amcad software implementation, and all related issues; (Auditor)

**The motion was made by Commissioner Grinnan, seconded by Commissioner Sevier with the Court voting 5-0 in favor of approving a Memorandum of Understanding (MOU) with Amcad and Corporation Service Company for the electronic recording of real property documents for the Amcad software implementation.**

4. Discuss/Act on approving recommendation by the County Auditor to increase the change fund by \$350.00 for the County Clerk, pursuant to LGC § 130.902(d), and all related issues; (Auditor)

**The motion was made by Commissioner Magness, seconded by Commissioner Sevier with the Court voting 5-0 in favor of approving an increase in the change fund by \$350.00 for the County Clerk, pursuant to LGC § 130.902(d).**

5. Discuss/Act on approving an Interlocal Agreement with the Texas Department of Public Safety to provide driver's license record information at no cost to the County, and all related issues; (Auditor)

**The motion was made by Commissioner Grinnan, seconded by Commissioner Bailey with the Court voting 5-0 in favor of approving an Interlocal Agreement with the Texas Department of Public Safety to provide driver's license record information at no cost to the County.**

6. Discuss/Act on approving an Interlocal Agreement with the City of McLendon-Chisholm for road improvements to Klutts, League, Pullen and South Smith Roads on an as needed basis at an agreed upon cost and available schedule, and all related issues; (Auditor)

**The motion was made by Commissioner Bailey, seconded by Commissioner Grinnan with the Court voting 5-0 in favor of approving an Interlocal Agreement with the City of McLendon-Chisholm for road improvements to Klutts, League, Pullen and South Smith Roads on an as needed basis at an agreed upon cost and available schedule.**

7. Discuss/Act on approving copier lease with CPI for the Sheriff's office at a monthly cost of \$232.00, and all related issues; (Auditor)

**The motion was made by Commissioner Grinnan, seconded by Commissioner Sevier with the Court voting 5-0 in favor of approving a copier lease with CPI for the Sheriff's office at a monthly cost of \$232.00.**

8. Discuss/Act on approving the Homeland Security Grant Program (HSGP) sub-recipient award in the amount of \$3,498.57 effective September 1, 2013 thru January 31, 2015, and all related issues; (Auditor)

**Emergency Management Director Joe Delane addressed the Court and explained a grant to be used for the Community Emergency Response Team (CERT) training.**

**The motion was made by Commissioner Bailey, seconded by Commissioner Sevier with the Court voting 5-0 in favor of approving the Homeland Security Grant Program (HSGP) sub-recipient award in the amount of \$3,498.57 effective September 1, 2013 thru January 31, 2015.**

9. Discuss/Act on approving the Rockwall County Notary Public/Employee Policy, and all related issues; (Auditor)

**County Auditor Lisa Constant Wylie gave the Court a brief explanation for the need of a County Notary Public Policy.**

**The motion was made by Commissioner Bailey, seconded by Commissioner Grinnan with the Court voting 5-0 in favor of approving the Rockwall County Notary Public/Employee Policy.**

10. Discuss/Act on approving the Indigent Defense Formula Grant for Fiscal Year 2014 for the improvement of indigent defense services in Rockwall County, and all related issues; (Auditor)

**County Auditor Lisa Constant Wylie explained to the Court the renewal of a grant that enables the County to receive some money back for indigent defense services expense.**

**The motion was made by Commissioner Grinnan, seconded by Commissioner Sevier with the Court voting 5-0 in favor of approving the Indigent Defense Formula Grant for Fiscal Year 2014 for the improvement of indigent defense services in Rockwall County.**

11. Discuss/Act on approving renewal agreement with FirstCall Network, Inc. to provide emergency notification services in Rockwall County effective September 1, 2013 thru August 31, 2014 at a cost of \$3,500.00 to be funded by the Cities Readiness Grant, and all related issues; (Auditor)

**Emergency Management Director Joe Delane explained to the Court a renewal of an agreement for FirstCall Network Inc. to notify key personnel in the event of an emergency in the County.**

**The motion was made by Commissioner Grinnan, seconded by Commissioner Bailey with the Court voting 5-0 in favor of approving renewal agreement with FirstCall Network, Inc. to provide emergency notification services in Rockwall County effective September 1, 2013 thru August 31, 2014 at a cost of \$3,500.00 to be funded by the Cities Readiness Grant.**

12. Discuss/Act on approving a one-year Resolution with the Rockwall County Committee on Aging and an Agreement to continue providing home-delivered meal services for homebound persons in the County who are elderly and/or have a disability, effective October 1, 2013, in the amount of \$20,000.00, and all related issues; (Auditor)

**The motion was made by Commissioner Bailey, seconded by Commissioner Magness with the Court voting 5-0 in favor of approving a one-year Resolution with the Rockwall County Committee on Aging and an Agreement to continue providing home-delivered meal services for homebound persons in the County who are elderly and/or have a disability, effective October 1, 2013, in the amount of \$20,000.00.**

13. Discuss/Act on approving lease agreement with RDO Equipment Company for a 2013 John Deere 772G motor grader at a monthly cost of \$1,999.87, and all related issues; (Auditor)

**The motion was made by Commissioner Magness, seconded by Commissioner Sevier with the Court voting 5-0 in favor of approving lease agreement with RDO Equipment Company for a 2013 John Deere 772G motor grader at a monthly cost of \$1,999.87.**

14. Discuss/Act on approving a Business Associate Agreement with US Script, Inc., regarding HIPAA privacy rules, and all related issues; (Auditor)

**The motion was made by Commissioner Magness, seconded by Commissioner Bailey with the Court voting 5-0 in favor of approving a Business Associate Agreement with US Script, Inc., regarding HIPAA privacy rules.**

15. Discuss/Act on security system at the Juvenile Services Department in the County Services Building, and all related issues; (Auditor)

**Juvenile Services Director Angie Scalf addressed the Court and discussed the need for improving security in the Juvenile Services office. Ms. Scalf presented a proposal for recommended changes to camera equipment, a locking device for the front door and key fobs for panic buttons. County Auditor Lisa Constant Wylie stated that if a charge for**

quarterly monitoring is found to be needed it would be brought back to the Court as a separate item of discussion. Sergeant Kevin Brown further explained the use of the existing and proposed new equipment.

The motion was made by Commissioner Magness, seconded by Commissioner Grinnan with the Court voting 5-0 in favor of approving a proposal as presented for additions to the security system at the Juvenile Services Department in the County Services Building.

16. Discuss/Act on approving County membership with Dallas Regional Mobility Coalition at a fee of \$8,236.00, and all related issues; (Auditor)

The motion was made by Commissioner Grinnan, seconded by Commissioner Magness with the Court voting 5-0 in favor of approving County membership with Dallas Regional Mobility Coalition at a fee of \$8,236.00.

17. **CONSENT AGENDA;**

- a) Minutes of previous meeting(s);
- b) Indigent Health, monthly expenditure-case report(s);
- c) Co. Clerk, monthly fee report(s);
- d) Environmental Health Coordinator, monthly activity report(s);
- e) J.P. Pct. 1, monthly judicial activity report(s);
- f) J.P. Pct. 2, monthly judicial activity report(s);
- g) District Clerk, monthly fee report (s);
- h) Auditor, Approve payment to HNTB Corporation for engineering services provided during July thru August 2013 at FM 552 from SH 205 to SH 66 in the amount of \$6,000.00;
- i) Auditor, Approve payment to Halff Associates, Inc. for engineering services provided thru 8/25/13 at SH 66 from SH 205 to FM 1777 in the amount of \$6,515.27;
- j) Auditor, Approve payment to HDR Engineering, Inc., for engineering services provided from July 28, 2013 thru August 24, 2013 for the Rockwall County Bicycle Plan in the amount of \$7,715.00;
- k) Auditor, Approve final payment to HDR Engineering, Inc., for engineering services provided from August 25, 2013 thru September 19, 2013 for the Rockwall County Bicycle Plan in the amount of \$2,896.86;
- l) Auditor, Acknowledge Change Order #2 to the agreement with Mulliken Construction to furnish and install additional power outlets in five locations at

the DPS/Driver's License Office in the County Services building at a cost of \$600.00;

- m) Auditor, Acknowledge Change Order #3 to the agreement with Mulliken Construction to replace the fire protection valve on the fire sprinkler riser at the DPS/Driver's License Office in the County Services building at a cost of \$3,290.00;
- n) Auditor, Acknowledge and approve the updated Rockwall County headcount for FY2014;
- o) Auditor, Acknowledge for the record the Oath of Office documents for the County Auditor and each Assistant to the Auditor;

**The motion was made by Commissioner Bailey, seconded by Commissioner Sevier with the Court voting 5-0 in favor of approving items A-O of the Consent Agenda.**

18. **PROPERTY ACQUISITIONS/DISPOSITIONS;** Discuss/Act on approving the following property acquisitions and dispositions of fixed assets;

- A. County Clerk to purchase from County Clerk General Fund Capital Outlay: 1120E IP Deskphone @ a quoted cost of \$420.25.
- B. District Attorney to purchase from District Attorney Law Library Fund Capital Outlay: (2) study carrels, (2) Torsion sled base chairs including shipping and installation @ a quoted cost of \$3,279.31.
- C. Elections Administrator to purchase from Elections Administrator Elections Contract Fund Capital Outlay: (40) E-Poll book/election transport cases @ a quoted cost of \$13,852.80.
- D. General Government to transfer to Surplus: 2001 Chevy Impala (VIN 760).
- E. District Attorney to transfer to Surplus: 2003 Ford Taurus (VIN 478).
- F. Maintenance & Operations to transfer to Surplus: 2003 Ford Crown Victoria (VIN 401).
- G. Surplus to transfer to Commissioners Court: 2008 Ford Crown Victoria (VIN 309).

**The motion was made by Commissioner Grinnan, seconded by Commissioner Bailey with the Court voting 5-0 in favor of approving Property Acquisitions and Dispositions of fixed assets items A-G.**

19. **NON-EMERGENCY BUDGET TRANSFER(S);**

- a. 2013-52 - Transfer \$400 of funds within the County Agent General Fund budget TO Capital Outlay > \$200 < \$5,000 FROM Software resulting from the

purchase of a livestock blow dryer approved in Commissioners Court on September 10, 2013.

- b. 2013-53- Transfer \$3,368 of funds within the SCAAP Grant Fund budget TO SCAAP Bonuses FROM SCAAP Funded Expenses resulting from expenditures exceeding budgeted funds.
- c. 2013-54- Transfer \$765 of funds within the County Treasurer General Fund budget TO Travel & Training FROM Timekeeping Software resulting from expenditures exceeding budgeted funds.
- d. 2013-55- Transfer \$50,000 of funds within the General Fund budget TO Maintenance & Operations/Maintenance & Repairs FROM General Government/Contingency resulting from unanticipated expenses incurred.
- e. 2013-56- Transfer \$2,800 of funds within the District Clerk General Fund budget TO Postage Expense FROM Deputies Salaries resulting from expenditures exceeding budgeted funds.
- f. 2013-57- Transfer \$240 of funds within the County Auditor General Fund budget TO Travel & Training @ \$20 & Capital Outlay > \$200 < \$5,000 @ 220 FROM Software resulting from unanticipated expenses incurred.

**The motion was made by Commissioner Bailey, seconded by Commissioner Grinnan with the Court voting 5-0 in favor of approving Non-Emergency Budget Transfers items 2013-52 through 2013-57.**

**20. APPROVAL OF ACCOUNTS, BILLS, CLAIMS, AND PAYROLL(S);**

**The motion was made by Commissioner Grinnan, seconded by Commissioner Bailey with the Court voting 5-0 in favor of approving Paid Claims in the amount of \$298,218.25.**

**The motion was made by Commissioner Magness, seconded by Commissioner Bailey with the Court voting 5-0 in favor of approving Unpaid Claims in the amount of \$1,247,863.08.**

**The motion was made by Commissioner Grinnan, seconded by Commissioner Magness with the Court voting 5-0 in favor of approving payroll for the pay period ended September 28, 2013 in the amount of \$531,975.64.**

**21. ANNOUNCEMENTS;** Announcements regarding County news, and upcoming County events.

**Judge Hogan announced that the DPS, Drivers License and the State Police Offices were in the process of moving to their location at the County Services Building and stated that the building's construction was on schedule and on budget. The Judge once again welcomed the RHHS students and encouraged them to get involved in public service/government.**

**22. ADJOURN**

**There being no further business before the Court, Judge Hogan adjourned the meeting at 10:48 a.m.**

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**SHELLI MILLER  
ROCKWALL COUNTY CLERK**