



Meeting Location:
City Council Chambers
Allen City Hall
305 Century Parkway, Allen, Texas 75013

AGENDA
CITY COUNCIL REGULAR MEETING
Tuesday, February 10, 2026, 7:00 PM

1. Call to Order and Announce a Quorum is Present

2. Pledge of Allegiance

3. Public Recognition

3.1 Presentations of Proclamations by the Office of the Mayor.

4. Citizens' Comments

[The City Council invites citizens to speak to the Council on any topic not on the agenda or not already scheduled for Public Hearing. Prior to the meeting, please complete a "Public Meeting Appearance Card" and present it to the City Secretary. The time limit is three minutes per speaker, not to exceed a total of fifteen minutes for all speakers.]

5. Presentations from Boards, Commissions, and Committees

5.1 Public Art Committee Annual Report.

5.2 Convention and Visitors Bureau Annual Report.

6. Consent Agenda

[Routine Council business. Consent Agenda is approved by a single majority vote. Items may be removed for open discussion by a request from a Councilmember or member of staff.]

6.1 Approve Minutes from the January 28, 2026, Regular City Council Meeting.

6.2 Adopt a Resolution ordering the May 2, 2026, Joint General Election and authorize the City Manager to enter into a Joint General Election Services Agreement with the Elections Administrator of Collin County.

6.3 Adopt a Resolution authorizing the City Manager to apply for, reject, alter, or terminate a grant from the State of Texas, Office of the Governor, providing funding for a Digital Forensics Examiner through the Criminal Justice Grant Program for Fiscal Year 2027.

6.4 Adopt an Ordinance amending the Code of Ordinances, Chapter 9, 'Motor Vehicles and Traffic' amending the maximum prima facie speed limit on McDermott Drive, between Alma Drive and Watters Road.

7. Regular Agenda

7.1 Adopt a Resolution establishing Fees for the Use of the Allen Public Library and Facilities.

7.2 Adopt an Ordinance amending the Code of Ordinances, Chapter 7, "Library," Section 7, Overdue, Lost, and Damaged Materials, Borrower's Card, and Library Theft.

7.3 Authorize the City Manager to execute an amendment to the agreement with CORE Construction Services of TX, Inc., for Security and Access Controls for the New Allen Police Department Headquarters Project for \$1,629,870.

7.4 Appoint to fill a vacancy in Place No. 3 on the Downtown Design Review Board.

8. Other Business

8.1 Calendar

8.2 Items of Interest

9. Executive Session

Legal, Section 551.071.

As authorized by Section 551.071(2) of the Texas Government Code, the Workshop Meeting and/or the Regular Agenda may be Convened into Closed Executive Session for the Purpose of Seeking Confidential Legal Advice from the City Attorney on any Agenda Item Listed Herein, and for any Executive Session listed below. (Closed to Public as Provided in the Texas Government Code.)

9.1 Reconvene and Consider Items Resulting from Executive Session.

10. Adjournment

This notice was posted at Allen City Hall, 305 Century Parkway, Allen, Texas, at a place convenient and readily accessible to the public at all times, in accordance with state law.

Shelley B. George, City Secretary

Allen City Hall is wheelchair accessible. Access to the building and special parking are available at the entrance facing Century Parkway. Requests for sign interpreters or special services must be received forty-eight (48) hours prior to the meeting time by calling the City Secretary at 214.509.4105.

Date Posted: February 3, 2026

CITY COUNCIL REGULAR MEETING AGENDA COMMUNICATION

AGENDA DATE: Tuesday, February 10, 2026, 7:00 PM

AGENDA CAPTION: Presentations of Proclamations by the Office of the Mayor.

STAFF RESOURCE: Shelley B. George, City Secretary

BOARD/COMMISSION ACTION: None

PREVIOUS COUNCIL ACTION: None

STRATEGIC PLANNING GOAL: Engaged and connected Allen community.

BACKGROUND:

The following proclamations are proposed for presentation:

- Proclaiming February 10 as Biscuit's Day in Allen
- Proclaiming 2026 as City of Allen Sesquicentennial Celebration

CITY COUNCIL REGULAR MEETING AGENDA COMMUNICATION

AGENDA DATE: Tuesday, February 10, 2026, 7:00 PM

AGENDA CAPTION: Approve Minutes from the January 28, 2026, Regular City Council Meeting.

STAFF RESOURCE: Shelley B. George, City Secretary

BOARD/COMMISSION ACTION: None

PREVIOUS COUNCIL ACTION: None

STRATEGIC PLANNING GOAL: Financially sound and transparent City government.

Attachments

[Minutes](#)

ALLEN CITY COUNCIL

REGULAR MEETING

JANUARY 28, 2026

The City Council Regular Meeting originally scheduled for Tuesday, January 27, 2026, at 7:00 p.m. at the Allen City Hall Council Chambers, 305 Century Parkway, Allen, Texas 75013, was postponed to Wednesday, January 28, 2026, at 6:00 p.m. at the Allen City Hall City Council Chambers, 305 Century Parkway, Allen, Texas 75013 pursuant to Texas Government Code Section 551.0411 (b) due to the Severe Snow Ice Storm and the continued Winter Storm Warning and Governor Abbott State of Emergency of Winter Weather Threat.

Present:

Baine L. Brooks, Mayor

Allen City Council:

Ben Trahan, Mayor Pro Tem

Michael Schaeffer

Tommy Baril (left at 8:04 p.m.)

Ken Cook

Amy Gnad

Carl Clemencich

City Staff:

Eric Ellwanger, City Manager

Eric Strong, Deputy City Manager

Tim Dentler, Assistant City Manager

Rebecca Vice, Assistant City Manager (absent)

Shelley B. George, City Secretary

Rocio Gonzalez, Deputy City Secretary (absent)

Chelsey Aprill, Director, Public and Media Relations

Pete Smith, City Attorney

Workshop Session

1. Call to Order and Announce a Quorum is Present

With a quorum of the Allen City Council present, the Workshop of the Allen City Council was called to order by Mayor Brooks at 6:00 p.m. on Wednesday, January 28, 2026, in Basement Meeting Rooms A and B at Allen City Hall, 305 Century Parkway, Allen, Texas.

Mayor Brooks moved to Agenda Item 3.

3. Executive Session

Mayor Brooks announced the Executive Session and recessed the Workshop at 6:01 p.m.

In accordance with Texas Government Code, the Allen City Council convened into Executive Session at 6:01 p.m. on Wednesday, January 28, 2026, in the Basement Meeting Rooms A and B of Allen City Hall, 305 Century Parkway, Allen, Texas, to discuss matters pertaining to:

8.1 Pursuant to Texas Government Code, Section 551.074 – Personnel Matters. Discuss appointment of a representative to the North Texas Municipal Water District Board.

8.2 Pursuant to Texas Government Code, Section 551.074 – Personnel Matters. Discuss the Annual Performance Evaluation of the City Manager.

The Executive Session adjourned at 7:01 p.m. on Wednesday, January 28, 2026.

3.1 Reconvene and Consider Action on Items Resulting from Executive Session.

The Allen City Council reconvened into the Regular Meeting at 7:01 p.m. on Wednesday, January 28, 2026, in the Basement Meeting Rooms A and B of Allen City Hall, 305 Century Parkway, Allen, Texas. The City Council will consider action on items discussed during Executive Session under Item 8.3 of the Regular Agenda.

2. Discussion Items

2.1 Communications and Marketing Update.

Item 2.1 was not discussed.

2.2 Quarterly Financial Update.

Item 2.2 was not discussed.

2.3 Committee Updates from City Council Liaisons.

Item 2.3 was not discussed.

2.4 Questions on the Current Agenda.

Item 2.4 was not discussed.

4. Adjourn to Regular Meeting

With no further discussion, Mayor Brooks adjourned the Workshop of the Allen City Council at 7:01 p.m. on Wednesday, January 28, 2026, in Basement Meeting Rooms A and B at Allen City Hall, 305 Century Parkway, Allen, Texas.

Regular Meeting

1. Call to Order and Announce a Quorum is Present

With a quorum of the Allen City Council present, the Regular Meeting of the Allen City Council was called to order by Mayor Brooks at 7:07 p.m. on Wednesday, January 28, 2026, in the Council Chambers at Allen City Hall, 305 Century Parkway, Allen, Texas.

2. Pledge of Allegiance

Mayor Brooks and the Allen City Council observed a moment of silence.

Mayor Brooks moved to Agenda Item 6.4 on the Regular Agenda.

6. Regular Agenda

6.4 Conduct a Public Hearing and adopt an Ordinance to change the base zoning of 0.688± acres of land in the James T. Roberts Survey, Abstract No. 777, from Agriculture/Open Space to Local Retail, generally located on the northwest corner of Allen Heights Drive and Exchange Parkway and Allen Heights Drive. [1229 E. Exchange Parkway - Straight Zoning]

The applicant, Josh Walpole, 1002 Raintree Circle, Allen, Texas, gave a presentation.

Mayor Brooks opened the public hearing and asked anyone registered to speak for or against this item to do so at this time.

The following individuals spoke in opposition of the item:

Emily Myhre, 1209 Glen Ellen Court, Allen, Texas;
Nicholas Myhre, 1209 Glen Ellen Court, Allen, Texas;
Robert Brugger, 1206 Aberdeen Drive, Allen, Texas;
Chris Denney, 1202 Aberdeen Drive, Allen, Texas;
Leatha Denney, 1202 Aberdeen Drive, Allen, Texas; and,
Rajesh Raghupati, 1207 Kenwood Court, Allen, Texas.

Mehroze A. Aman, 1210 Aberdeen Drive, Allen, Texas, did not speak but wished to record his opposition.

The Allen City Council received email messages from Tricia Chen, Elizabeth Korb, Kelley Lawrence, and Molly Ritty, who wished to communicate their opposition of the item.

With no one else speaking, Mayor Brooks closed the Public Hearing.

ORDINANCE NO. 4207-1-26: AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ALLEN, COLLIN COUNTY, TEXAS, AMENDING THE ALLEN LAND DEVELOPMENT CODE AND ZONING MAP, AS PREVIOUSLY AMENDED, BY GRANTING A CHANGE IN ZONING FOR A 0.668± ACRE TRACT OF LAND OUT OF THE JAMES T. ROBERTS SURVEY, ABSTRACT NO. 777 FROM AGRICULTURE-OPEN SPACE DISTRICT “AO” TO LOCAL RETAIL DISTRICT “LR”; PROVIDING FOR A CONFLICTS RESOLUTION CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING A PENALTY OF FINE NOT TO EXCEED THE SUM OF TWO THOUSAND DOLLARS (\$2,000) FOR EACH OFFENSE; AND PROVIDING AN EFFECTIVE DATE.

MOTION: Upon a motion made by Councilmember Schaeffer and a second by Councilmember Clemencich, the Council voted five (5) for and two (2) opposed, with Mayor Brooks and Councilmember Gnadt casting the opposing votes, to adopt Ordinance No. 4207-1-26, as previously captioned, changing the base zoning of 0.668± acres of land in the James T. Roberts Survey, Abstract No. 777 to Local Retail. The motion carried.

Councilmember Baril left the Regular Meeting of the Allen City Council at 8:04 p.m.

Mayor Brooks moved to Agenda Item 6.2.

- 6.2 Conduct a Public Hearing and adopt an Ordinance to change the base zoning of Lot 2, Block 1, Bethany Pet Hospital, from Agriculture/Open Space to Single-Family Residential R-3, generally located 210± feet north of the northeast corner of the intersection of Heritage Parkway and Bethany Drive. [Heritage Parkway - Straight Zoning]**

Mayor Brooks opened the public hearing and asked anyone registered to speak for or against this item to do so at this time.

With no one speaking, Mayor Brooks closed the Public Hearing.

ORDINANCE NO. 4205-1-26: AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ALLEN, COLLIN COUNTY, TEXAS, AMENDING THE ALLEN LAND DEVELOPMENT CODE AND ZONING MAP, AS PREVIOUSLY AMENDED, BY GRANTING A CHANGE IN ZONING OF LOT 2, BLOCK 1, BETHANY PET HOSPITAL FROM AGRICULTURE-OPEN SPACE DISTRICT “AO” TO SINGLE-FAMILY RESIDENTIAL DISTRICT “R-3”; PROVIDING FOR A CONFLICTS RESOLUTION CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING A PENALTY OF FINE NOT TO EXCEED THE SUM OF TWO THOUSAND DOLLARS (\$2,000) FOR EACH OFFENSE; AND PROVIDING AN EFFECTIVE DATE.

MOTION: Upon a motion made by Councilmember Cook and a second by Councilmember Gnad, the Council voted six (6) for and none (0) opposed to adopt Ordinance No. 4205-1-26, as previously captioned, changing the base zoning of Lot 2, Block 1, Bethany Animal Hospital to Single-Family R-3. The motion carried.

- 6.3 Conduct a Public Hearing and adopt an Ordinance to establish a Planned Development with a base zoning of Light Commercial regulating the development and use of 2.424± acres of land in the Peter Fischer survey, Abstract No. 324, generally located 580± feet west of the northwest corner of the intersection of Allen Heights Drive and Main Street. [Mustang Creek]**

Mayor Brooks opened the public hearing and asked anyone registered to speak for or against this item to do so at this time.

With no one speaking, Mayor Brooks closed the Public Hearing.

ORDINANCE NO. 4206-1-26: AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ALLEN, COLLIN COUNTY, TEXAS, AMENDING THE ALLEN LAND DEVELOPMENT CODE AND ZONING MAP, AS PREVIOUSLY AMENDED, BY AMENDING THE REGULATIONS RELATING TO THE DEVELOPMENT AND USE OF 2.424± ACRES IN THE PETER FISCHER SURVEY, ABSTRACT NO. 324, BY CHANGING THE ZONING FROM LIGHT COMMERCIAL DISTRICT “LC” TO PLANNED DEVELOPMENT “PD” NO. 152 FOR LIGHT COMMERCIAL DISTRICT “LC”; ADOPTING DEVELOPMENT REGULATIONS, A ZONING EXHIBIT, AND CONCEPT PLAN; PROVIDING FOR A CONFLICTS RESOLUTION CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING A PENALTY OF FINE NOT TO EXCEED THE SUM OF TWO THOUSAND DOLLARS (\$2,000) FOR EACH OFFENSE; AND PROVIDING AN EFFECTIVE DATE.

MOTION: Upon a motion made by Mayor Pro Tem Trahan and a second by Councilmember Clemencich, the Council voted six (6) for and none (0) opposed to adopt Ordinance No. 4206-1-26, as previously captioned, establishing Planned Development No. 152 with a base zoning of Light Commercial for 2.424± acres of land in the Peter Fischer Survey, Abstract No. 324. The motion carried.

Mayor Brooks moved to Agenda Item 6.1.

6.1 Adopt a Resolution authorizing the City Manager apply for, accept, reject, alter, or terminate a grant from the State of Texas, Office of the Governor, that provides funding for a Violent Gang Gun Reduction Program.

Mayor Brooks opened the public hearing and asked anyone registered to speak for or against this item to do so at this time.

With no one speaking, Mayor Brooks closed the Public Hearing.

RESOLUTION NO. 4204-1-26(R): A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ALLEN, COLLIN COUNTY, TEXAS, TO APPLY FOR, ACCEPT, REJECT, ALTER, OR TERMINATE GRANT # 5719501, A GRANT FROM THE STATE OF TEXAS, OFFICE OF THE GOVERNOR, PROVIDING FUNDING FOR A VIOLENT GANG GUN REDUCTION PROGRAM FOR FISCAL YEAR 2027, IN THE AMOUNT OF ONE HUNDRED AND SEVENTY THOUSAND DOLLARS (\$170,000), IF AWARDED.

MOTION: Upon a motion made by Councilmember Gnadt and a second by Councilmember Cook, the Council voted six (6) for and none (0) opposed to adopt Resolution No. 4204-1-26(R), as previously captioned, authorizing the City Manager to apply for, accept, reject, alter, or terminate a Grant from the State of Texas, Office of the Governor, that provides funding for a Violent Gang Gun Reduction Program. The motion carried.

Mayor Brooks moved to Agenda Item 3.

3. **Public Recognition**
4. **Citizens' Comments**
5. **Consent Agenda**

MOTION: Upon a motion made by Councilmember Clemencich and a second by Councilmember Schaeffer, the Council voted six (6) for and none (0) opposed to approve the items on the Consent Agenda as follows:

- 5.1 **Approve Minutes from the January 13, 2026, Regular City Council Meeting.**
- 5.2 **Adopt an Ordinance Amending the Code of Ordinances by establishing a process for terminating inactive campaign treasurer appointments.**

ORDINANCE NO. 4203-1-26: AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ALLEN, COLLIN COUNTY, TEXAS, AMENDING THE CODE OF ORDINANCES BY AMENDING CHAPTER 2, "ADMINISTRATION" BY ADDING A NEW ARTICLE XI,

“TERMINATION OF CAMPAIGN TREASURER APPOINTMENT”; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A REPEALING CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.

- 5.3 Consider an Economic Development Incentive Agreement among the Allen Economic Development Corporation, the City of Allen, Allen Community Development Corporation, and Billingsley Company and/or its affiliated entities including Billingsley Allen TIF, Ltd., for Sales and Use Tax sharing Relating to Construction Materials for Sloan Corners Project.
- 5.4 Authorize the City Manager to execute a contract with Kimley-Horn and Associates, Inc., for the design of Building Improvements at Stacy Pump Station and Integration of City-wide Supervisory Control and Data Acquisition (SCADA) upgrades for \$293,600.
- 5.5 Authorize the City Manager to execute a cooperative contract with GL Seaman & Company for the purchase of replacement furniture at the Allen Senior Recreation Center for \$231,783.
- 5.6 Authorize the City Manager to execute an agreement with WeBuildFun, Inc., for playground and shade installation at Quail Run Park for \$399,347.
- 5.7 Authorize the City Manager to execute an agreement with Whirlix, Inc., for playground and shade installation at Bradford Crossing Park for \$600,000.
- 5.8 Authorize the purchase of servers and infrastructure from FreeIt Data Solutions, to support the Allen Police Department Digital Forensics Unit's Data Storage and Evidence Preservation requirements for \$339,452.
- 5.9 Receive the Quarterly Financial Report for the period ending September 30, 2025.
- 5.10 Receive the Quarterly Investment Report for the period ending September 30, 2025.

The motion carried.

7. **Other Business**

7.1 **Calendar.**

7.2 **Items of Interest.**

- Mayor Brooks shared that there was a large attendance at the Dallas Card Show, held on January 15-18, 2026.
- Mayor Brooks shared that there was a great turnout at the ECHL All-Star Classic and Fan Fest at the Credit Union of Texas Event Center on January 19, 2026.
- Mayor Brooks thanked City Staff for their proactive efforts in response to the winter weather.
- Councilmember Cook encouraged residents to attend the Allentine's Day Wine Walk at Watters Creek Village on February 7, 2026, benefitting the Allen Heritage Guild.
- Councilmember Clemencich encouraged residents to attend the Allen Public Safety Recovery Fund's Annual Fire vs. Police Hockey Game at the Credit Union of Texas Event

Center on February 7, 2026.

8. Executive Session

8.3 Reconvene and Consider Action Resulting from the Executive Session.

The following action was taken on items discussed during the Executive Session held during the Workshop on Agenda Item 3.

8.1 Pursuant to Texas Government Code, Section 551.074 – Personnel Matters. Discuss appointment of a representative to the North Texas Municipal Water District Board.

MOTION: Upon a motion made by Councilmember Gnadt and a second by Councilmember Cook, the Council voted six (6) for and none (0) opposed to appoint Steve Matthews to fill the unexpired term on the North Texas Municipal Water District Board of Directors with a term that expires May 31, 2026, consistent with discussions held in the Executive Session. The motion carried.

8.2 Pursuant to Texas Government Code, Section 551.074 – Personnel Matters. Discuss the Annual Performance Evaluation of the City Manager.

MOTION: Upon a motion made by Mayor Pro Tem Trahan and a second by Councilmember Gnadt, the Council voted six (6) for and none (0) opposed to authorize Mayor Brooks to negotiate and execute an amendment to the City Manager's employment agreement consistent with discussions held in the Executive Session. The motion carried.

9. Adjournment

Mayor Brooks adjourned the Regular Meeting of the Allen City Council at 8:30 p.m. on Wednesday, January 28, 2026.

These minutes were approved on the 10th day of February 2026.

APPROVED:

Baine L. Brooks, MAYOR

ATTEST:

Shelley B. George, TRMC, CITY SECRETARY

CITY COUNCIL REGULAR MEETING AGENDA COMMUNICATION

AGENDA DATE: Tuesday, February 10, 2026, 7:00 PM

AGENDA CAPTION: Adopt a Resolution ordering the May 2, 2026, Joint General Election and authorize the City Manager to enter into a Joint General Election Services Agreement with the Elections Administrator of Collin County.

STAFF RESOURCE: Shelley B. George, City Secretary

BOARD/COMMISSION ACTION: None

PREVIOUS COUNCIL ACTION: None

STRATEGIC PLANNING GOAL: Engaged and connected Allen community.

BACKGROUND:

In accordance with Texas Election Law, the Allen City Council is responsible for ordering the General Election to be held on the first Saturday in May for the purpose of electing the Mayor and Councilmember for Place No. 2. The order of the Joint General Election is shown in the form of the attached Resolution. The Resolution also authorizes the City Manager to enter into a Joint Election Services Contract with the Elections Administrator of Collin County to provide joint election services for the May 2, 2026, General Election. A copy of the City of Allen Election Calendar is provided for your information.

BUDGETARY IMPACT:

The Collin County Elections Administrator has estimated the City of Allen's portion of the joint election to be \$117,723. Costs for the election are shared among contracting entities based on the percentage of registered voters. Allen has 67,705 registered voters and our share of the \$1,110,409 estimated election expenses is 9.6%. The estimated costs can increase if any entity cancels their election. The contract provides that if an entity cancels their election, the entity will be required to pay a \$75.00 contract preparation fee only.

STAFF RECOMMENDATION:

Staff recommends approval.

MOTION:

I make a motion to adopt Resolution No. _____ ordering the May 2, 2026, Joint General Election and authorizing the City Manager to enter into a Joint General Election Services Agreement with the Elections Administrator of Collin County.

Attachments

[Resolution](#)

[Election Calendar 2026](#)

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ALLEN, COLLIN COUNTY, TEXAS, ORDERING A JOINT GENERAL ELECTION TO BE HELD ON MAY 2, 2026, FOR THE PURPOSE OF ELECTING THE MAYOR AND CITY COUNCILMEMBER FOR PLACE NO. 2; DESIGNATING THE LOCATION OF POLLING PLACES; ORDERING NOTICE OF ELECTION TO BE GIVEN AS PRESCRIBED BY LAW IN CONNECTION WITH SUCH ELECTION; AUTHORIZING EXECUTION OF JOINT ELECTION AGREEMENT; AND PROVIDING FOR AN EFFECTIVE DATE.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ALLEN, COLLIN COUNTY, TEXAS, THAT:

SECTION 1. Municipal officer's election is hereby ordered for May 2, 2026, to be held jointly with the Collin County Elections Administrator for the purpose of electing the Mayor and City Councilmember for Place No. 2, each such term being for a period of three (3) years. Polling locations for the election will be determined in the Election Services Contract to be entered into with Collin County. The polling locations shall be open between the hours of 7:00 a.m. and 7:00 p.m. on the date of the election. The election will be conducted in accordance with the Texas Election Code and the Election Services Contract by and between the City, the County of Collin, and other units of government as described in the contract. The first day to file an application for a place on the ballot with the City Secretary is January 14, 2026, at 8:00 a.m., with the last day for filing to be February 13, 2026, at 5:00 p.m., in accordance with the Election Code Sections 143.006 and 143.007.

SECTION 2. Pursuant to the Election Services Contract, the Elections Administrator of Collin County shall serve as Elections Administrator for the election. Presiding Election Judges and Alternate Presiding Election Judges appointed to serve the authorized polling places and the early voting clerk and deputy early voting clerks shall be those election officials furnished by the Elections Administrator from the list of proposed election judges as required in the Elections Services Contract. The City Manager is hereby authorized to execute an Elections Services Contract with the Collin County Elections Department for the General Election on May 2, 2026, and any amendments thereto. The ES&S Ballot on Demand printers and Software, ExpressVote Universal Voting Machines (EVS 6.1.1.0), ES&S DS200 Ballot Counters (EVS 6.1.1.0), ES&S Model DS450 and DS850 High-Speed Scanners/Tabulators (EVS 6.1.1.0), along with the required ancillary parts and services required for each voting tabulation system, which meets the standards and requirements of the Texas Election Code, as amended, is hereby adopted and approved for early voting by personal appearance and by mail, election day voting, and provisional ballots.

SECTION 3. The City Secretary is hereby directed to cause notice of said election to be posted on the bulletin board used to post notice of the City Council meetings, the City's website, and be published in a newspaper of general circulation in the City. That said notice must be published at least once, not earlier than the 30th day nor later than the 10th day, before Election Day as provided in Section 4.003(a)(1) of the Texas Election Code. A copy of the published notice that contains the name of the newspaper and the date of publication shall be retained as a record of such notice, and the person posting the notice shall make a record of the time of posting, starting date, and the place of posting and the person posting the notice shall make a record at the time of posting stating the date and place of posting in accordance with Texas Election Code Section 4.005.

SECTION 4. The entire City shall constitute one election precinct for this election and the Municipal Court | Parks and Recreation Building, 301 Century Parkway, Allen, Texas, and Allen ISD Municipal Service Center, 1451 N. Watters Road, Allen, Texas, are hereby designated as polling places. The election officers and a maximum number of clerks for said polling places shall be determined and appointed in accordance with the provisions of the Election Services Contract.

On Election Day, the polls shall be open from 7:00 A.M. to 7:00 P.M.

The Collin County Elections Office, 2010 Redbud Boulevard, Suite 102, McKinney, Texas 75069, is hereby designated the main early voting place. Early voting by personal appearance shall also be conducted at the Municipal Court | Parks and Recreation Building, 301 Century Parkway, Allen, Texas, and Allen ISD Municipal Service Center, 1451 N. Watters Road, Allen, Texas.

City of Allen voters may vote at any of the additional Election Day or Early Voting locations open under full contract services with the Collin County Elections Administration. If the Collin County Elections Administrator revises the polling places listed previously in the Elections Services Contract, the City will utilize the polling places designated in said Election Services Contract, as the same may be amended from time to time.

Applications for ballots by mail shall be mailed to Collin County Elections Administrator Kaleb Breaux, 2010 Redbud Boulevard, Suite 102, McKinney, Texas 75069, telephone number 1-800-687-8546, or faxed to 972-547-1996, or emailed to absenteemailballoting@collincountytx.gov. Applications for Ballots by Mail (ABBM)s and Federal Post Card Applications (FPCAs) must be received no later than the close of business on Monday, April 20, 2026.

Early voting for the Joint General Election shall begin on Monday, April 20, 2026, and end Tuesday, April 28, 2026, and the dates and hours designated for early voting by personal appearance at the early voting locations shall be as set forth below:

Dates	Hours
Monday, April 20, 2026	8:00 A.M. to 5:00 P.M.
Tuesday, April 21, 2026 (San Jacinto Day)	No Voting – State Holiday
Wednesday, April 22, 2026, through Saturday, April 25, 2026	8:00 A.M. to 5:00 P.M.
Sunday, April 26, 2026	No Voting
Monday, April 27, 2026, through Tuesday, April 28, 2026	7:00 A.M. to 7:00 P.M.

For purposes of processing ballots cast in early voting, the election officers for the early voting ballot board for this election shall be appointed and designated in accordance with the provisions of the Contract.

SECTION 5. The City Secretary shall present the Joint General Election returns to the City Council at a Council meeting for the canvassing of said election in accordance with the Texas Election Code. The candidate for Mayor and Councilmember for Place No. 2 who receives a majority of valid votes by qualified voters at the election shall be declared elected. In the event no candidate receives a majority of all the votes cast for all the candidates for an office, a runoff election shall be conducted on June 13, 2026, as set forth in the Election Services Contract or other date ordered by the City Council in accordance with the Allen City Charter and State law.

SECTION 6. This Resolution shall take effect immediately upon its passage.

DULY PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF ALLEN, COLLIN COUNTY, TEXAS, ON THIS THE 10TH DAY OF FEBRUARY 2026.

APPROVED:

Baine L. Brooks, MAYOR

ATTEST:

Shelley B. George, TRMC, CITY SECRETARY

2026 CITY OF ALLEN GENERAL ELECTION CALENDAR

<u>DATE</u>	<u>ACTION</u>
January 14	First day candidates may file an application for a place on ballot
February 13	Last day candidates may file an application for place on ballot (by 5:00 p.m.)
February 13	Last day for the City Council to order the general election
February 17	Last day for Write-In Candidates to file (by 5:00 p.m.)
February 20	Last day for a candidate to withdraw their application for a place on ballot (by 5:00 p.m.)
February 20	City Secretary conducts drawing for order of names on ballot (4:00 p.m.)
March 5	Filing due date for Personal Finance Statements by Candidates (by 5:00 p.m.) (due 20 days after the deadline to file an application for a place on ballot)
April 2	Last day to register to vote
April 2	Filing due date for 30-day pre-election report of campaign contributions and expenditures by opposed candidates and specific-purpose committees (by 5:00 p.m.) <ul style="list-style-type: none">• Period Covered – January 1 or Date of CTA filing through March 23
April 19	Political signage may be placed at MCPAR beginning twenty-four (24) hours before Early Voting begins (after 8:00 a.m.)
April 20	First day to vote early in person
April 20	Last day for the Collin County Elections Office to receive an application for a ballot by mail
April 24	Filing deadline for 8-day pre-election report of campaign contributions and expenditures by opposed candidates and specific-purpose committees (by 5:00 p.m.) <ul style="list-style-type: none">• Period Covered – March 24 through April 22
April 28	Last day to vote early in person
May 2	ELECTION DAY
May 3	Political signage must be removed from MCPAR no later than twenty-four (24) hours after voting closes on Election Day (by 7:00 p.m.)
May 11-13	Official canvass of election returns by a quorum of the City Council (Date to be set)
May 26	Oaths-of-Office administered to newly elected officials (if runoff election is not required)
June 13	Runoff Election, if required (Date is set by Texas Secretary of State)
July 15	Last day to timely file final or semi-annual report of contributions and expenditures (by 5:00 p.m.)

CITY COUNCIL REGULAR MEETING AGENDA COMMUNICATION

AGENDA DATE: Tuesday, February 10, 2026, 7:00 PM

AGENDA CAPTION: Adopt a Resolution authorizing the City Manager to apply for, reject, alter, or terminate a grant from the State of Texas, Office of the Governor, providing funding for a Digital Forensics Examiner through the Criminal Justice Grant Program for Fiscal Year 2027.

STAFF RESOURCE: Steve Dye, Chief of Police

BOARD/COMMISSION ACTION: None

PREVIOUS COUNCIL ACTION: None

STRATEGIC PLANNING GOAL: Safe and livable community for all.

BACKGROUND:

Approval of this resolution authorizes the City Manager to apply for grant funding from the Texas Office of the Governor's Criminal Justice Grant Program for Fiscal Year 2027 to support a Digital Forensics Examiner position, enhancing the City's law enforcement and investigative capabilities without requiring an upfront commitment of local funds. If awarded, the grant would strengthen the City's ability to investigate crimes involving digital evidence, improve case efficiency, reduce investigative backlogs, and support successful prosecutions. The resolution also provides administrative flexibility to accept, modify, or decline the grant based on funding terms and compliance requirements, ensuring the City is not obligated to incur costs if the grant is not awarded or is deemed unfavorable. Overall, approval positions the City to leverage state resources to enhance public safety while minimizing financial impact on local taxpayers.

The salary for a Digital Forensics Examiner is currently funded through a similar grant previously approved by the City Council; however, the current grant expires on September 30, 2026, and this is for a new grant.

BUDGETARY IMPACT:

This grant will fund a partial-to-full salary of a Digital Forensics Examiner. An exact funding amount will be determined at a future date with a max potential funding of \$125k/year.

STAFF RECOMMENDATION:

Staff recommends approval.

MOTION:

I make a motion to adopt Resolution No. _____ authorizing the City Manager to apply for, reject, alter, or terminate a grant for funding the position of a Digital Forensics Examiner.

Attachments

[Resolution](#)

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ALLEN, COLLIN COUNTY, TEXAS, TO APPLY FOR, ACCEPT, REJECT, ALTER, OR TERMINATE GRANT # 4781004, A GRANT FROM THE STATE OF TEXAS, OFFICE OF THE GOVERNOR, PROVIDING FUNDING FOR A DIGITAL FORENSICS EXAMINER THROUGH THE CRIMINAL JUSTICE GRANT PROGRAM FOR FISCAL YEAR 2027.

WHEREAS, the City of Allen, and its police department, have encountered hundreds of digital devices such as computers, tablets, cellular phones, that contain evidence of crimes; and,

WHEREAS, the City of Allen Police Department knows that the addition of a Digital Forensics Examiner will lead to improved criminal investigations and detection of criminal evidence; and,

WHEREAS, the City of Allen, and its police department, finds it in the best interest of the citizens of Allen, that the Digital Forensics Examiner grant be operated for the 2027 Fiscal Year; and,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ALLEN, COLLIN COUNTY, TEXAS, THAT:

SECTION 1. The City of Allen agrees that in the event of loss or misuse of the State of Texas, Office of the Governor funds, the funds will be returned to the State of Texas, Office of the Governor in full.

SECTION 2. The City of Allen agrees to provide applicable matching funds for the said project as required by the Criminal Justice Grant Program application.

SECTION 3. The City of Allen designates City Manager Eric Ellwanger as the grantee’s authorized official and that the authorized official is given the power to apply for, accept, reject, alter or terminate the grant on behalf of the applicant agency.

SECTION 4. The City of Allen designates Chief Financial Officer Peter Phillis as the grantee’s financial officer and that the financial officer is given the power to submit financial and/or programmatic reports or alter a grant on behalf of the applicant agency.

SECTION 5. The City of Allen approves the submission of the grant application for a Digital Forensics Examiner and that this resolution shall take effect immediately from and after its passage in accordance with the provisions of the Charter of the City of Allen, and it is accordingly so resolved.

DULY PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF ALLEN, COLLIN COUNTY, TEXAS, ON THIS THE 10TH DAY OF FEBRUARY 2026.

APPROVED:

Baine L. Brooks, MAYOR

ATTEST:

Shelley B. George, TRMC, CITY SECRETARY

CITY COUNCIL REGULAR MEETING AGENDA COMMUNICATION

AGENDA DATE: Tuesday, February 10, 2026, 7:00 PM

AGENDA CAPTION: Adopt an Ordinance amending the Code of Ordinances, Chapter 9, 'Motor Vehicles and Traffic' amending the maximum prima facie speed limit on McDermott Drive, between Alma Drive and Watters Road.

STRATEGIC PLANNING GOAL: Safe and livable community for all.

BACKGROUND:

Engineering and traffic studies were completed by the Engineering Department for the segments of roadways, listed below.

Existing traffic speeds were measured, and data was gathered by our professional engineering staff in order to undertake a speed study. The 85th percentile speed, sight distance, roadway geometry, crash history, and side friction are all factors considered in this analysis. The conclusions were presented to the Traffic Safety Advisory Committee (TSAC), comprising of representatives from the Police Department, Fire Department, Allen Independent School District, and Engineering Department. The following recommended and revised speed limits were endorsed by all members of the committee without any dissent.

Segment between East of Alma to Watters: 45 mph

The speed limit on the segment from East of Alma to East of Watters is currently 40 mph. It is recommended to increase the speed limit to 45 mph. This recommendation is based on traffic data, engineering judgment and TSAC consensus. Specifically, the 85th percentile speed was measured to be above 45 mph, indicating that the majority of drivers are already safely operating at this proposed speed. Furthermore, the downhill slope for eastbound traffic on approach to Watters Creek makes the current 40 mph speed limit difficult to maintain.

BUDGETARY IMPACT:

New signage will be installed by and absorbed within the Traffic Division of the Engineering Department operating budget.

STAFF RECOMMENDATION:

Staff recommends approval.

MOTION:

I make a motion to adopt Ordinance No. _____ amending the Code of Ordinances, Chapter 9, 'Motor Vehicles and Traffic' amending the maximum prima facie speed limit on McDermott Drive, between Alma Drive and Watters Road.

Attachments

[Ordinance](#)

[Location Map](#)

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ALLEN, COLLIN COUNTY, TEXAS, AMENDING THE CODE OF ORDINANCES, BY AMENDING THE TABLE IN CHAPTER 9, “MOTOR VEHICLES AND TRAFFIC,” ARTICLE V, “OPERATION OF VEHICLES,” DIVISION 2, “SPEED REGULATIONS,” SECTIONS 9-135(a) 9-136, TO AMEND THE MAXIMUM PRIMA FACIE SPEED LIMIT FOR McDERMOTT DRIVE WITHIN THE CORPORATE LIMITS OF THE CITY OF ALLEN; PROVIDING FOR A REPEALING CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR A PENALTY OF FINE NOT TO EXCEED THE SUM OF TWO HUNDRED DOLLARS (\$200) FOR EACH OFFENSE; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Section 545.356 of the Transportation Code, provides that whenever the governing body of the City shall determine upon the basis of an engineering and traffic investigation that any prima facie speed therein set forth is greater or less than is reasonable or safe under the conditions found to exist at any intersection or other place or upon any part of a street or highway within the City, taking into consideration the width and condition of the pavement and other circumstances on such portion of said street or highway, as well as the usual traffic thereon, said governing body may determine and declare a reasonable and safe prima facie speed limit thereat or thereon by the passage of an ordinance, which shall be effective when appropriate signs giving notice thereof are erected at such intersection or other place or part of the street or highway; and,

WHEREAS, the City Council of the City of Allen, Texas, upon the basis of an engineering and traffic investigation finds it necessary to alter prima facie maximum speed limits established by Section 545.356 of the Transportation Code, the following prima facie speed limits hereafter indicated for vehicles are hereby determined and declared to be reasonable and safe; and such speed limits are hereby fixed at the rate of speed indicated for vehicles traveling upon the named streets and highways, or parts thereof.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ALLEN, COLLIN COUNTY, TEXAS, THAT:

SECTION 1. The Code of Ordinances of the City of Allen, Texas, be and the same is hereby amended by amending the table in Chapter 9, “Motor Vehicles and Traffic,” Article V, “Operation of Vehicles,” Division 2, “Speed Regulations,” Section 9-135(a) in part to establish the maximum prima facie speed limit upon McDermott Drive, to read as follows:

Street	Extent	Speed Limit (Mile per hour)
ADD”	All portions from east of Watters Rd to a point 300 feet west of the western U.S. 75 right-of-way line, specifically	40
McDermott Drive		
DELETE “...		

McDermott Drive	All portions from a point 500 feet west of Amberdale Drive to a point 300 feet west of the western U.S. 75 right-of-way line, specifically	40
Main Street	All portions east of Angel Parkway, specifically	55
REMAIN “		
McDermott Drive	All portions within the city, generally	45
McDermott Drive	All portions west of a point 100 feet east of Parkhurst Lane, specifically	40
McDermott Drive	All portions from a point 300 feet west of the western U.S. 75 right-of-way line to Main Street, specifically	35
...”		

SECTION 2. The Code of Ordinances of the City of Allen, Texas, be and the same is hereby amended by amending the table in Chapter 9, “Motor Vehicles and Traffic,” Article V, “Operation of Vehicles,” Division 2, “Speed Regulations,” Section 9-136 in part to establish the maximum prima facie speed limit upon FM 2170 (East Main Street), to read as follows:

Street	Extent	Speed Limit (Mile per hour)
ADD “...		
United States Highway 75 (Central Expressway)	All portions within the city, generally	As set forth in compliance with the speed limits set by the State of Texas pursuant to the Texas Transportation Code.
Farm-to-Market Road 2170 (East Main Street)	All portions within the city, generally	As set forth in compliance with the speed limits set by the State of Texas pursuant to the Texas Transportation Code.

SECTION 3. All ordinances of the City of Allen in conflict with the provisions of this ordinance shall be, and the same are hereby, repealed; provided, however, that all other provisions of said ordinances not in conflict herewith shall remain in full force and effect.

SECTION 4. Should any word, sentence, paragraph, subdivision, clause, phrase or section of this ordinance or of the Code of Ordinances, as amended hereby, be adjudged or held to be void or unconstitutional, the same

shall not affect the validity of the remaining portions of said ordinance or the Code of Ordinances, as amended hereby, which shall remain in full force and effect.

SECTION 5. An offense committed before the effective date of this ordinance is governed by prior law and the provisions of the Code of Ordinances, as amended, in effect when the offense was committed and the former law is continued in effect for this purpose.

SECTION 6. Any person, firm or corporation violating any of the provisions of this Ordinance or of the Code of Ordinances, as amended hereby, shall be deemed guilty of a misdemeanor and, upon conviction in the municipal court of the City of Allen, Texas, shall be subject to a fine not to exceed the sum of Two Hundred Dollars (\$200) for each offense, and each and every day said violation is continued shall constitute a separate offense.

SECTION 7. This ordinance shall take effect immediately from and after its passage and publication as required by law; however, the maximum prima facie speed limit established herein shall not take effect until the Traffic Engineer has erected appropriate signage giving notice of the maximum prima facie speed limits, therefore, and it is accordingly so ordained.

DULY PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF ALLEN, COLLIN COUNTY, TEXAS, ON THIS THE 10TH DAY OF FEBRUARY 2026.

APPROVED:

Baine L. Brooks, MAYOR

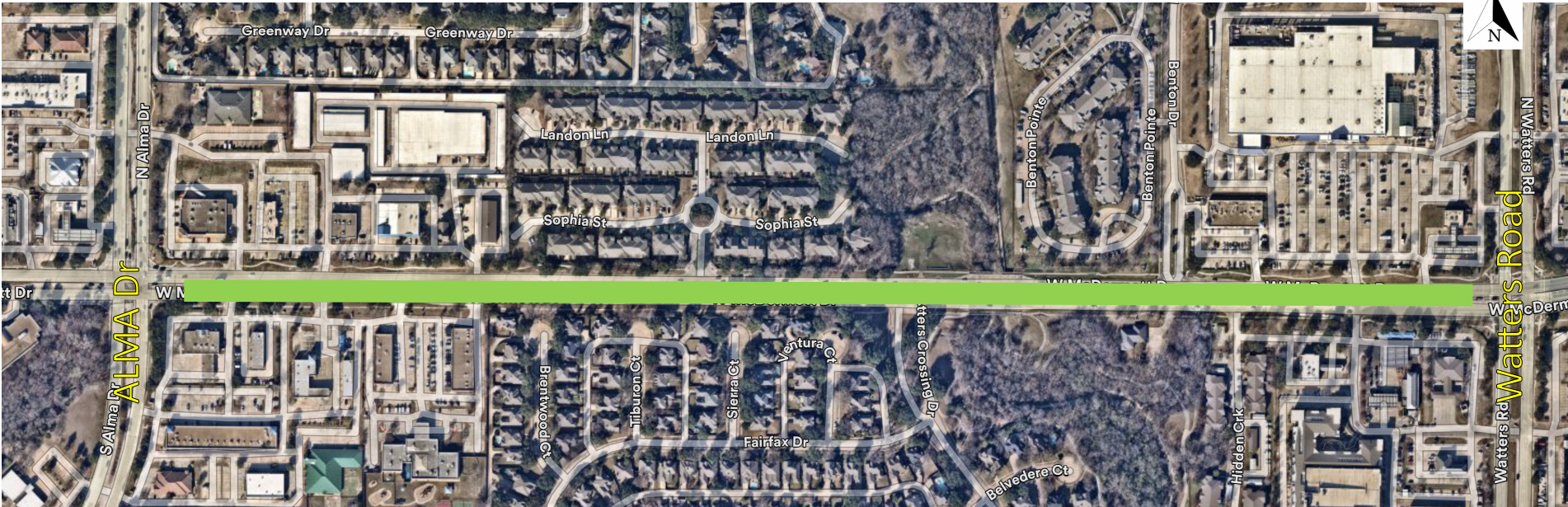
APPROVED AS TO FORM:

ATTEST:

Peter G. Smith, CITY ATTORNEY

Shelley B. George, TRMC, CITY SECRETARY

Location Map
McDermott Dr Speed Zones
(Proposed)



(Proposed) Between Alma Dr to Watters Rd

CITY COUNCIL REGULAR MEETING AGENDA COMMUNICATION

AGENDA DATE: Tuesday, February 10, 2026, 7:00 PM

AGENDA CAPTION: Adopt a Resolution establishing Fees for the Use of the Allen Public Library and Facilities.

STAFF RESOURCE: Jeff Timbs, Library Director

BOARD/COMMISSION ACTION: August 5 2025 - Amendments were reviewed and recommended by the Library Board.

PREVIOUS COUNCIL ACTION:

STRATEGIC PLANNING GOAL: High-performing City team providing resident-focused services.

BACKGROUND:

The Council established library fines and fees in 1983 to generate revenue for the City's General Fund and encourage the timely return of library materials. The ordinance was amended in 1986 to increase daily overdue fines, set maximum fine limits, and add a replacement fee for lost library cards. Further changes were made in 1997, which raised and expanded overdue fines, established per-item maximum fines, and added a processing fee to replacement costs for lost or damaged materials. In 2010, the Council amended Chapter 7 of the Code of Ordinances to allow the library fee schedule to be set by resolution rather than ordinance.

Staff recommends establishing fees for the use of the Allen Public Library and facilities that more accurately reflect replacement or maintenance costs. In addition, this encompasses the addition of in-library use of equipment for which no current replacement fees exist.

BUDGETARY IMPACT:

Budgetary impact based on the elimination of overdue fines is projected as a reduction of approximately \$20,000 to \$25,000 per year. However, an offset of \$10,000 to \$15,000 is projected from increased rental fees.

STAFF RECOMMENDATION:

Staff recommend approval.

MOTION:

I make a motion to adopt Resolution No. _____ to establish fees for the use of the Allen Public Library and facilities.

Attachments

[Resolution](#)

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ALLEN, COLLIN COUNTY, TEXAS, ESTABLISHING FEES FOR THE USE OF THE ALLEN PUBLIC LIBRARY SERVICES AND FACILITIES; PROVIDING A REPEALING CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Code of Ordinances of the City of Allen authorizes the City Council by resolution to establish, from time to time, fees for the use of Allen Public Library.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ALLEN, COLLIN COUNTY, TEXAS, THAT:

SECTION 1. The City Council of the City of Allen, Texas, hereby establishes the schedule of fees for use of Allen Public Library and for Allen Public Library facilities set forth in Exhibit "A" attached hereto.

SECTION 2. To encourage Library usage and enhance customer service, late fees shall no longer be assessed for items not returned on time. In that event, borrowing privileges will be suspended until all items assigned to the cardholder's account have been returned. Any items not returned or deemed unusable due to condition will be designated accordingly as lost or damaged, for which separate fees are listed. Any item more than thirty days overdue is considered lost.

SECTION 3. All provisions of the Resolutions of the City of Allen, Texas, in conflict with the provisions of this Resolution, be, and the same are hereby, repealed, and all other provisions not in conflict with the provisions of this Resolution shall remain in full force and effect.

SECTION 4. Should any word, sentence, paragraph, subdivision, clause, phrase or section of this Resolution, be adjudged or held to be void or unconstitutional, the same shall not affect the validity of the remaining portions of said Resolution which shall remain in full force and effect.

SECTION 5. This Resolution shall take effect from and after its passage.

DULY PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF ALLEN, COLLIN COUNTY, TEXAS, ON THIS THE 10TH DAY OF FEBRUARY 2026.

APPROVED:

Baine L. Brooks, MAYOR

ATTEST:

Shelley B. George, CITY SECRETARY

4922-8029-1973, v. 1

**EXHIBIT "A"
FEE SCHEDULE**

RENTALS		
Rentable Space	Resident Hourly Rate	Non-Resident Hourly Rate
Civic Auditorium (4 hour minimum –includes House Manager and 2 Audiovisual Technicians)	\$500.00	\$600.00
Meeting Room A (2 hour minimum)	\$250.00	\$300.00
Meeting Room B (2 hour minimum)	\$250.00	\$300.00
Meeting Room A & B (2 hour minimum)	\$400.00	\$500.00
Kitchenette Add-On (2 hour minimum – either Meeting Room)	\$100.00	\$150.00
Board Room (2 hour minimum)	\$100.00	\$150.00

LIBRARY FEES	
Lost Library Card	\$1.00
Lost or Damaged Item	Replacement Cost Plus \$5.00 Processing Fee
Lost or Damaged RFID Tag	\$1.00
Lost or Damaged Media Case	\$5.00
Lost or Damaged Kit Parts	Replacement Cost
Lost or Damaged Laptop or Other Equipment for In-Library Use	Replacement Cost

CITY COUNCIL REGULAR MEETING AGENDA COMMUNICATION

AGENDA DATE:	Tuesday, February 10, 2026, 7:00 PM
AGENDA CAPTION:	Adopt an Ordinance amending the Code of Ordinances, Chapter 7, "Library," Section 7, Overdue, Lost, and Damaged Materials, Borrower's Card, and Library Theft.
STAFF RESOURCE:	Jeff Timbs, Library Director
BOARD/COMMISSION ACTION:	August 5, 2025 - Amendments were reviewed and recommended by the Library Board.
PREVIOUS COUNCIL ACTION:	Ordinance No. 429-2-83 on February 17, 1983 Ordinance No. 721-8-86 on August 7, 1986 Ordinance No. 1057-11-91 on November 7, 1991 Ordinance No. 1564-12-97 on December 18, 1997 Ordinance 2961-11-10 on November 9, 2010
STRATEGIC PLANNING GOAL:	High-performing City team providing resident-focused services.

BACKGROUND:

The Council established library fines and fees in 1983 to generate revenue for the City's General Fund and encourage the timely return of library materials. The ordinance was amended in 1986 to increase daily overdue fines, set maximum fine limits, and add a replacement fee for lost library cards. Further changes were made in 1997, which raised and expanded overdue fines, established per-item maximum fines, and added a processing fee to replacement costs for lost or damaged materials. In 2010, the Council amended Chapter 7 of the Code of Ordinances to allow the library fee schedule to be set by resolution rather than ordinance.

Staff recommends amendment of Chapter 7 to modify and clarify the language pertaining to overdue, lost, and damaged materials and borrower's cards. Staff recommends eliminating late fees for overdue materials and also collection agency fees for lost or damaged materials. Reasons for eliminating overdue fines include:

- increase library usage by persons concerned about the financial impact of fines
- encourage timely return of library materials through positive reinforcement
- reduce administrative burden on staff to enhance customer service

Dallas-Fort Worth area public libraries that have eliminated late fines saw both increased usage of their collections and increased return rates. In north Texas, at least thirty-seven public libraries have eliminated fines since 2017. Nationally, the number of public libraries in the United States charging overdue fines decreased by 92% from 2017 to 2023.

BUDGETARY IMPACT:

The elimination of overdue fines is projected at approximately \$20,000 to \$25,000 per year. Staff analysis indicates this will be justified for the reasons listed above.

STAFF RECOMMENDATION:

Staff recommend approval.

MOTION:

I make a motion to adopt Ordinance No. _____ amending Chapter 7 of the Code of Ordinances amending Overdue, Lost, and Damaged Materials, Borrower's Card, and Library Theft.

Attachments

[Ordinance](#)

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ALLEN, COLLIN COUNTY, TEXAS, AMENDING THE CODE OF ORDINANCES BY AMENDING CHAPTER 7, "LIBRARY" BY AMENDING SECTION 7-2 OVERDUE, LOST AND DAMAGED MATERIALS; BORROWER'S CARD; AND SECTION 7-5 LIBRARY THEFT; PROVIDING A REPEALING CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR A PENALTY OF FINE NOT TO EXCEED THE SUM OF FIVE HUNDRED DOLLARS (\$500.00) FOR EACH OFFENSE; AND PROVIDING FOR AN EFFECTIVE DATE.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ALLEN, COLLIN COUNTY, TEXAS, THAT:

SECTION 1. The Code of Ordinances of the City of Allen, Collin County, Texas, be and the same is hereby amended by amending Chapter 7, "Library," by amending Section 7.2 Overdue, Lost, and Damaged Materials; Borrower's Card and Section 7.5 Library Theft to read as follows:

"Sec. 7-2. - Overdue, lost, and damaged materials; borrower's card.

- (a) Any person making an application to borrow materials and equipment from the library shall be required to present whatever documents are deemed necessary by the library director for adequate identification of the applicant for a borrower's card. The initial borrower's card is free of charge; however, the borrower shall pay a fee to the city for the replacement of a borrower card.
- (b) Each borrower shall be required to return borrowed materials and equipment to the library on or before the designated return date.
- (c) Each borrower shall be required to pay to the city a fee for the repair of, or damage to, equipment and materials and for the replacement of lost equipment and materials borrowed from the library.
- (c) The failure of any person to return library equipment or materials which have been borrowed from the library shall result in loss of all borrowing privileges until the materials and equipment are returned to the library and all applicable fees have been paid in full.
- (d) The fees for lost, damaged, or overdue equipment or materials borrowed from the library shall be collected by the library staff, who shall provide the borrower with a printed receipt to confirm payment.
- (e) All fees required by this Chapter shall be established by resolution of the City Council from time to time, a copy of which shall be on file in the office of the City Secretary."

"Sec. 7-5. – Offenses.

- (a) It is unlawful for any person to take or remove any library material, equipment, or other property from the premises of the library without proper authorization from the library; and upon conviction shall be subject to the penalties provided in Section 1-4 of this Code.
- (b) It is unlawful for any person to borrow or attempt to borrow any library material, equipment, or other property from the library by the use of a library borrower card issued to another without

the other's consent, or to use a borrower card knowing that such card has been revoked, canceled or expired, or to use a false or fictitious borrower card; and upon conviction shall be subject to the penalties provided in Section 1-4 of this Code.

- (c) It is unlawful for any person who borrows library material, equipment, or other property from the library and knowingly fails to return such property within thirty (30) days after receiving written notice from the library demanding the return of such library material, equipment or other property; and upon conviction shall be subject to the penalties provided in Section 1-4 of this Code.”

SECTION 2. All ordinances of the City of Allen, Collin County, Texas, in conflict with the provisions of this ordinance be, and the same are hereby, repealed; provided, however, that all other provisions of said ordinances not in conflict with the provisions of this ordinance shall remain in full force and effect.

SECTION 3. Should any word, sentence, paragraph, subdivision, clause, phrase, or section of this ordinance, as amended hereby, be adjudged, or held to be void or unconstitutional, the same shall not affect the validity of the remaining portions of said ordinance, which shall remain in full force and effect.

SECTION 4. An offense committed before the effective date of this ordinance is governed by prior law, and the provisions of the Code of Ordinances, as amended, in effect when the offense was committed, and the former law is continued in effect for this purpose.

SECTION 5. Any person, firm or corporation violating any of the provisions or terms of this ordinance or of the Code of Ordinances as amended hereby, shall be subject to the same penalty as provided for in the Code of Ordinances of the City of Allen, as previously amended, and upon conviction shall be punished by a fine not to exceed the sum of Five Hundred Dollars (\$500.00) for each offense.

SECTION 6. This ordinance shall take effect immediately from and after its passage, and the publication of the caption as the law and charter in such cases provide.

DULY PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF ALLEN, COLLIN COUNTY, TEXAS, ON THIS THE 10TH DAY OF FEBRUARY 2026.

APPROVED:

Baine L. Brooks, MAYOR

APPROVED AS TO FORM:

ATTEST:

Peter G. Smith, CITY ATTORNEY
(pgs:1-30-26)

Shelley B. George, TRMC, CITY SECRETARY

CITY COUNCIL REGULAR MEETING AGENDA COMMUNICATION

AGENDA DATE: Tuesday, February 10, 2026, 7:00 PM

AGENDA CAPTION: Authorize the City Manager to execute an amendment to the agreement with CORE Construction Services of TX, Inc., for Security and Access Controls for the New Allen Police Department Headquarters Project for \$1,629,870.

STAFF RESOURCE: Chris Flanigan, Engineering Director

BOARD/COMMISSION ACTION: None

PREVIOUS COUNCIL ACTION: On February 11, 2025, City Council authorized the City Manager to execute a contract with CORE Construction Services of Texas for the New Allen Police Department Headquarters Project.

STRATEGIC PLANNING GOAL: Financially sound and transparent City government.

BACKGROUND:

The New Allen Police Department Headquarters will serve as a critical facility supporting law enforcement operations and community safety. The project involves constructing a modern headquarters building designed to meet the City’s long-term needs, with dedicated spaces for administrative offices, investigations, training, and public interaction.

In February 2025, GMP #1 was approved by council to begin construction on the new PDHQ covering demolition, site development, and an allowance for long lead time equipment (electrical and mechanical components) and materials (concrete and steel). GMP #2 was approved in June 2025 which included everything vertical in the building. It includes, but is not limited to, the complete architectural package required to prepare the building for City-supplied furnishings, access controls, and miscellaneous items necessary for occupancy.

As part of the facility security plan at PDHQ will include security cameras, badge readers with electronic controlled locking mechanisms and access control systems. The purpose of these systems is to protect the facility, its equipment, and officers from any outside access. The system is the same technology and software as currently used throughout all City of Allen facilities except for the detention portion of the building, which is also included in this proposed contract.

To ensure the best value for this effort, three proposals were solicited, two from our existing access controls vendors and an additional one from a CORE Construction as the General Contractor of the project.

PS2201 – Access Control Bids

CORE Construction	\$ 1,629,870
Convergent Technologies	\$ 1,830,797
Allied Universal	\$ 1,920,368

The contract includes materials, equipment, labor, installation, and integration into our current system. It will include the installation and programming of all security of the main building as well as the detainment area. This includes roughly 84 cameras total (both indoor and outdoor), licenses, card readers, toll tag readers, displays, and software for configuration. All cabling runs for the access controls is also included in the value total from CORE.

The overall project cost will not change as a result of this action. The access controls scope of work was an exclusion of the CORE contract. It was originally included as an owner ‘carrying cost’ for the project budget. Owner carrying costs are expenses within the project budget that account for several items that not in CORE’s scope of work (furniture, IT equipment, software, and other miscellaneous costs that the owner/city will undertake independent of the general contractor). When the access controls and security hardware contract was advertised for bid, CORE was welcome to participate by submitting a proposal. Since their proposal was lowest, and deemed best value, the expense within the budget moves from the City carrying cost line item to the GMP line item for CORE as a change order. This is an excellent outcome, because not only is the proposal from CORE the lowest cost, but results in ideal coordination for installation of the access control system, eliminating a new contractor/third party from the job site and therefore yielding benefits in time and simplification of delivery.

PS2201 – NEW POLICE DEPARTMENT HQ Project Expenses

Architectural Fees/ Testing	\$ 6,558,465
CMAR Design Services	\$ 50,000
GMP #1	\$ 23,963,890
GMP #2	\$ 60,710,145
GMP #2 Change Order for Security	\$ 1,629,870
Owner Cost (<i>IT equip, FF&E, Misc Expense</i>)	\$ 4,187,630
TOTAL	\$ 97,100,000

PS2201 – NEW POLICE DEPARTMENT HQ Project Funding Source

Funding Source	Proposed
FEDERAL (ARPA)	\$ 2,300,000

GO BOND 2016	\$ 3,300,000
GO BOND 2023	\$ 83,000,000
BOND INTEREST EARNINGS	\$ 4,000,000
NON BOND	\$ 4,500,000
TOTAL	\$ 97,100,000

BUDGETARY IMPACT:

This proposed expense is within the total the approved budget, approved at \$97,100,000. City of Allen carrying costs included \$1.6M for access controls; so this change order amount is in-line with our budget for this expense.

STAFF RECOMMENDATION:

Staff recommends approval.

MOTION:

I make a motion to authorize the City Manager to execute an amendment to the agreement with CORE Construction Services of TX, Inc., for Security and Access Controls for the New Allen Police Department Headquarters Project for \$1,629,870.

CITY COUNCIL REGULAR MEETING AGENDA COMMUNICATION

AGENDA DATE: Tuesday, February 10, 2026, 7:00 PM

AGENDA CAPTION: Appoint to fill a vacancy in Place No. 3 on the Downtown Design Review Board.

STAFF RESOURCE: Shelley B. George, City Secretary

BOARD/COMMISSION ACTION: None

PREVIOUS COUNCIL ACTION: January 27, 2026 Council appointed Steve Matthews to the North Texas Municipal Water District Board of Directors to fill a vacancy for an Allen representative creating a vacancy in Place No. 3 of the Downtown Design Review Board.

STRATEGIC PLANNING GOAL: Financially sound and transparent City government.

BACKGROUND:

The Council Nominating Committee conducted interviews with candidates during the Annual Appointment Process and will make a recommendation to fill the unexpired term in Place No. 3 on the Downtown Design Review Board.

STAFF RECOMMENDATION:

Staff recommends approval.

MOTION:

I make a motion to appoint _____ to fill the unexpired term in Place No. 3 on the Downtown Design Review Board with an expiration of September 30, 2027.