

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

AGENDA
CITY COUNCIL REGULAR MEETING
Tuesday, October 13, 2026, 7:00 PM

1. Call to Order and Announce a Quorum is Present

2. Pledge of Allegiance

3. Public Recognition

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. 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.]

- 5.1 Approve minutes of the September 22, 2026, Regular City Council Meeting.
- 5.2 Adopt an Ordinance granting a request for variances from Section 6.03.5.5.b of the Allen Land Development Code and Section 8-16(a)(1) of Code of Ordinances by authorizing the sale of alcoholic beverages on Lot 4, Block A, Allen High Point Addition, located approximately 450± feet west of the intersection of Exchange Parkway and Greenville Avenue and less than 300 feet from property used as public school.
- 5.3 Award bid and authorize the City Manager to execute an agreement with Innovative Solution Advisors, LLC, dba Stadium People for Building Operations and Conversion Labor at Credit Union of Texas Event Center for \$295,133.
- 5.4 Authorize the City Manager to execute an agreement with LJA Engineering, Inc., for Survey, Conceptual Engineering, and Landscape Architecture Design services for the Main Street Streetscape project for \$326,000.
- 5.5 Authorize the City Manager to execute a purchase contract with Motorola Solutions for eight AXS platform dispatch consoles, associated infrastructure, and relocation of critical Nokia microwave paths, for a total contract amount of \$1,626,542 (\$325,000 in Year 1 and \$325,385 annually in Years 2–5).
- 5.6 Award bid and authorize the City Manager to execute one-year contracts, with options for up to four additional one-year renewals, with multiple vendors for Litter Collection Services for a total contract amount of \$193,639.
- 5.7 Authorize the City Manager to execute an Interlocal Agreement with Denton County Transportation Authority (DCTA) for the provision of Demand Response Transportation Services for the elderly and disabled.

- 5.8 Motion to cancel the November 24, 2026, and December 22, 2026, Allen City Council meetings.

6. Regular Agenda

- 6.1 Adopt an Ordinance amending the Code of Ordinances of the City of Allen, Chapter 6, "Health and Environment," by adding Article XI for "Single-Family Rental Registration."
- 6.2 Adopt a Resolution establishing a Registration Fee for the Single-Family Rental Inspection Program.
- 6.3 Authorize the City Manager to purchase replacement Self-Contained Breathing Apparatus (SCBA) equipment for \$815,405.
- 6.4 Authorize the City Manager to purchase a replacement Compressor for Self-Contained Breathing Apparatus (SCBA) equipment for \$278,289.
- 6.5 Authorize the City Manager to execute a contract with Sorinex Exercise Equipment, Inc., for Exercise Equipment at the new Allen Police Department Headquarters for \$252,973.
- 6.6 Authorize the City Manager to execute a contract with Presidio Holdings, Inc., for network switches at the new Allen Police Department Headquarters for an amount not to exceed \$500,000.
- 6.7 Authorize the City Manager to execute contracts with Russ Bassett for Dispatch Consoles and furniture and with Wilson Bauhaus for office furniture, fixtures and equipment for the new Allen Police Department Headquarters Project for \$308,247 and \$1,565,474.
- 6.8 Authorize the City Manager to execute a contract with Garret Shields Infrastructure, LLC, for the Bridge Repair - Phase 3 project for \$233,190.
- 6.9 Accept the resignation of Bryce Farlow and declare a vacancy in Place No. 6 on the Public Art Committee.

7. Other Business

[Board announcements regarding local civic and charitable events, meetings, and fundraisers.]

- 7.1 Calendar.
- 7.2 Items of Interest.

8. 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.)

- 8.1 Pursuant to Texas Government Code, Section 551.072: Deliberation regarding purchase, sale, or lease of real property – Property located at the SW corner of Greenville and Ridgemont.
- 8.2 Reconvene and consider action on items resulting from Executive Session.

9. 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: October 6, 2026

CITY COUNCIL REGULAR MEETING AGENDA COMMUNICATION
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AGENDA DATE:	Tuesday, October 13, 2026, 7:00 PM
AGENDA CAPTION:	Approve minutes of the September 22, 2026, Regular City Council Meeting.
STAFF RESOURCE:	Shelley B. George, City Secretary
BOARD/COMMISSION ACTION:	None
PREVIOUS COUNCIL ACTION:	None

Attachments

[Minutes](#)

ALLEN CITY COUNCIL

REGULAR MEETING

SEPTEMBER 22, 2026

Present:

Chris A. Schulmeister, Mayor

Allen City Council:

Carl Clemencich, Mayor Pro Tem

Michael Schaeffer

Tommy Baril

Ken Cook (absent)

Amy Gnadt (absent)

Ben Trahan

City Staff:

Eric Ellwanger, City Manager

Eric Strong, Deputy City Manager (absent)

Rebecca Vice, Assistant City Manager (absent)

Shelley B. George, City Secretary

Rocio Gonzalez, Deputy City Secretary

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 Schulmeister at 6:00 p.m. on Tuesday, September 22, 2026, in Basement Meeting Rooms A and B at Allen City Hall, 305 Century Parkway, Allen, Texas.

2. Discussion Items

2.1 Update on Polling Location Change to Allen Public Library.

2.2 Proposed Single Family Rental Inspection Program.

2.3 Committee updates from City Council Liaisons.

2.4 Questions on the current agenda.

3. Executive Session.

An Executive Session was not held.

4. Adjourn to Regular Meeting

With no further discussion, Mayor Schulmeister adjourned the Workshop of the Allen City Council at 6:51 p.m. on Tuesday, September 22, 2026, in the Basement Meeting Rooms A and B in 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 Schulmeister at 7:00 p.m. on Tuesday, September 22, 2026, in the Council Chambers at Allen City Hall, 305 Century Parkway, Allen, Texas.

2. Pledge of Allegiance

Mayor Schulmeister invited Councilmember Trahan to lead the Pledge of Allegiance. Following the pledge, Mayor Schulmeister asked those in attendance to join the Allen City Council in a moment of silence.

3. Public Recognition

3.1 Presentation of a Proclamation from the Office of the Mayor.

- Allen Sports Association's Texas Action Track Club Day
- Suicide Prevention Awareness Month
- National Planning Month

4. Citizens' Comments

The following individuals addressed Council:

- David Fine, Allen resident, spoke regarding the Young Men's Service League.
- Jacob Luce, 4100 Eldorado Parkway, McKinney, Texas, spoke regarding the Collin County Coalition.
- Lauren Lynn, 4100 Eldorado Parkway, McKinney, Texas, spoke regarding the Collin County Coalition.

5. Consent Agenda

MOTION: Upon a motion made by Mayor Pro Tem Clemencich and a second by Councilmember Baril, the Council voted five (5) for and none (0) opposed to approve all items on the Consent Agenda as follows:

- 5.1 Approve minutes of the September 8, 2026, Regular Meeting of the Allen City Council.**
- 5.2 Adopt an Ordinance approving and enacting Supplement No. 23 to the Code of Ordinances.**

ORDINANCE NO. 4239-9-26: AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ALLEN, COLLIN COUNTY, TEXAS, ADOPTING SUPPLEMENT NO. 23 TO THE CODE OF ORDINANCES; PROVIDING FOR THE PRINTING THEREOF, AUTHENTICATION BY THE MAYOR AND ATTESTATION BY THE CITY SECRETARY; PROVIDING A REPEAL OF CERTAIN ORDINANCES; PROVIDING EXCEPTIONS TO REPEAL; PROVIDING A PENALTY FOR SUCH VIOLATION THEREOF; AND PROVIDING AN EFFECTIVE DATE.

- 5.3 **Adopt an Ordinance approving and enacting Supplement No. 23 to the Allen Land Development Code.**

ORDINANCE NO. 4240-9-26: AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ALLEN, COLLIN COUNTY, TEXAS, ADOPTING SUPPLEMENT NO. 23 TO THE ALLEN LAND DEVELOPMENT CODE; PROVIDING FOR THE PRINTING THEREOF, AUTHENTICATION BY THE MAYOR AND ATTESTATION BY THE CITY SECRETARY; PROVIDING A REPEAL OF CERTAIN ORDINANCES; PROVIDING EXCEPTIONS TO REPEAL; PROVIDING A PENALTY FOR SUCH VIOLATION THEREOF; AND PROVIDING AN EFFECTIVE DATE.

- 5.4 **Authorize the City Manager to execute the purchase of LUCAS Compression Systems and related accessories for the Allen Fire Department from Howmedica Osteonics Corp-Stryker for \$164,326.**
- 5.5 **Authorize the City Manager to execute the purchase of LIFEPAK Defibrillators and related accessories for the Allen Fire Department from Howmedica Osteonics Corp-Stryker for \$903,472.**
- 5.6 **Authorize the City Manager to execute an agreement with Smoke Stack Studios for Fire Training Simulation software for \$160,000.**
- 5.7 **Authorize the City Manager to execute an amendment to the Group Policy with UnitedHealthcare Insurance Company for Stop Loss services.**
- 5.8 **Authorize the City Manager to purchase a 3D Scanner with support hardware and software from Allterra Central for the Allen Police Department for \$102,272.78.**

The motion carried.

6. **Regular Agenda**

- 6.1 **Authorize the City Manager to execute a contract with Overland Corporation, for the 2026 Bethany Drive Asphalt Overlay Project, for \$1,669,435.**

MOTION: Upon a motion made by Councilmember Trahan and a second by Councilmember Scaheffer, the Council voted five (5) for and none (0) opposed to authorize the City Manager to execute a contract with Overland Corporation, for the 2026 Bethany Drive Asphalt Overlay Project, for \$1,669,435. The motion carried.

- 6.2 **Conduct a Public Hearing and Adopt a Resolution Establishing Commercial and Residential Drainage Fees.**

Mayor Schulmeister opened the public hearing and asked anyone registered to speak for or against the item to do so.

With no one speaking, Mayor Schulmeister closed the public hearings.

RESOLUTION NO. 4241-9-26(R): A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ALLEN, COLLIN COUNTY, TEXAS, ESTABLISHING A SCHEDULE OF CHARGES FOR DRAINAGE SERVICE FOR THE MUNICIPAL DRAINAGE UTILITY

SYSTEM; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A REPEALING CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

MOTION: Upon a motion made by Councilmember Baril and a second by Mayor Pro Tem Clemencich, the Council voted five (5) for and none (0) opposed to adopt Resolution No. 4241-9-26(R), as previously captioned, establishing Commercial and Residential Drainage Fees. The motion carried.

6.3 Adopt a Resolution establishing rates and fees for commercial and residential solid waste, recycling, and household hazardous waste services.

RESOLUTION NO. 4242-9-26(R): A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ALLEN, COLLIN COUNTY, TEXAS, ESTABLISHING FEES AND RATES FOR RESIDENTIAL AND COMMERCIAL SOLID WASTE COLLECTION SERVICES; PROVIDING A REPEALING CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

MOTION: Upon a motion made by Councilmember Schaeffer and a second by Councilmember Baril, the Council voted five (5) for and none (0) opposed to adopt Resolution No. 4242-9-26(R), as previously captioned, establishing rates and fees for commercial and residential solid waste, recycling, and household hazardous waste services. The motion carried.

6.4 Adopt a Resolution establishing residential and commercial water and sewer rates.

RESOLUTION NO. 4243-9-26(R): A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ALLEN, COLLIN COUNTY, TEXAS, ESTABLISHING SANITARY SEWER CHARGES AND WATER SERVICE CHARGES; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A REPEALING CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

MOTION: Upon a motion made by Councilmember Baril and a second by Mayor Pro Tem Clemencich, the Council voted five (5) for and none (0) opposed to adopt Resolution No. 4243-9-26(R), as previously captioned, establishing residential and commercial water and sewer rates. The motion carried.

7. Other Business

7.1 Calendar.

7.2 Items of Interest.

- Councilmember Schaeffer announced the upcoming nuptials of his daughter.
- Mayor Schulmeister congratulated Communications Training Officer Amy Keele for her calm and professional response in facilitating the birth of a baby. This was her second time assisting with a birth.

8. Executive Session

An Executive Session was not held.

9. Adjournment

Mayor Schulmeister adjourned the Regular Meeting of the Allen City Council at 8:34 p.m. on Tuesday, September 22, 2026.

These minutes were approved on the 13th day of October 2026.

APPROVED:

Chris A. Schulmeister, MAYOR

ATTEST:

Shelley B. George, TRMC, CITY SECRETARY

CITY COUNCIL REGULAR MEETING AGENDA COMMUNICATION
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AGENDA DATE:

Tuesday, October 13, 2026, 7:00 PM

AGENDA CAPTION:

Adopt an Ordinance granting a request for variances from Section 6.03.5.5.b of the Allen Land Development Code and Section 8-16(a)(1) of Code of Ordinances by authorizing the sale of alcoholic beverages on Lot 4, Block A, Allen High Point Addition, located approximately 450± feet west of the intersection of Exchange Parkway and Greenville Avenue and less than 300 feet from property used as public school.

STAFF RESOURCE:

Nabiha Ahmed, Senior Planner

BOARD/COMMISSION ACTION:

None

PREVIOUS COUNCIL ACTION:

None

BACKGROUND:

The subject property is located 450± feet west of the intersection of Exchange Parkway and Greenville Avenue and is operated by Hat Creek Burger Company, which currently holds a Wine and Beer Retailer's Permit issued by the Texas Alcoholic Beverage Commission (TABC). They intend to change the permit issued by TABC to a Mixed Beverage Permit with Food and Beverage Certificate, which requires a new application. The applicant is seeking relief from the required spacing to a public school.

On September 14, 2026, a representative of Hat Creek Burger Company submitted a request for variances from Section 6.03.5.5.b of the Allen Land Development Code (ALDC) and Article II, Section 8-16(a)(1) of the City of Allen Code of Ordinances (COO). Section 6.03.5.5.b of the ALDC states in part that "Restaurant with food and beverage certificates...cannot locate closer than three hundred feet to a school (public or private)." Furthermore, Section 6.03.5.6 of the ALDC provides authority to the City Council to grant the requested variance through the following language included in this section, which states, "Nothing in this section 6.03.5.6 shall be construed as prohibiting the City Council from exercising its discretion to grant a variance to the provisions of Section 6.03.5.5 as authorized by V.T.C.A., Alcoholic Beverage Code § 109.33(e)." It is the authority that Hat Creek Burger Company is seeking the aforementioned variance from the ALDC.

Section 8-16(a) of the COO states in part, "No person may sell alcoholic beverages if the place of business is within three hundred feet..of a public school..". Section 8-16(h) of the COO provides authority to the City Council to grant the requested variance through the following language included in this section, which states, "The City Council may allow variances to the regulations set forth in Section 8-16(a) if the City Council determines the enforcement of the regulation in a particular instance is not in the best interest of the public, constitutes waste or inefficient use of land or other resources, creates an undue hardship on an application for a license or permit, does not serve its intended purpose, is not effective or necessary, or for any other reason the City Council after consideration of the health, safety, and welfare of the public and the equities of the situation, determines is in the best interest of the city."

Per the ALDC Section 6.03.5.5 and COO Section 8-16(b), the measurement is in a direct line from the property line of the public school to the property line of the restaurant with drive-through, and in a direct line across intersections. While the measurement from property line of the restaurant with drive-through to the property line of the public school is within three hundred feet, the distance from the restaurant with drive-through building to the athletic stadium is approximately 700± feet. Furthermore, the distance from the restaurant with drive-through building to the school building is approximately 2,800± feet.

In this request dated September 14, 2026, Ms. Catherine Chamblee, a representative of Hat Creek Burger Company, justified the variances noted above. Per the request, the lack of alcoholic beverages for sale puts Hat Creek Burger Company at a competitive disadvantage to similar businesses in the surrounding area. Please note that the letter is included as an attachment to this request.

STAFF RECOMMENDATION:

Staff recommends approval.

MOTION:

I make a motion to adopt Ordinance No. _____, granting a request for variances from Section 6.03.5.5(b) of the Allen Land Development Code and Section 8-16(a)(1) of the Code of Ordinances.

Attachments

[Ordinance](#)

[Hat Creek Allen Letter re Request for Variance.pdf](#)

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ALLEN, COLLIN COUNTY, TEXAS, GRANTING A VARIANCE PURSUANT TO SECTION 8-16(e) OF THE CODE OF ORDINANCES OF THE CITY OF ALLEN TO AUTHORIZE THE SALE OF ALCOHOLIC BEVERAGES ON LOT 4, BLOCK A, ALLEN HIGH POINT ADDITION, LOCATED WITHIN 300 FEET OF A PUBLIC SCHOOL; PROVIDING CONDITIONS TO SUCH VARIANCE; PROVIDING A SAVINGS AND SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Section 8-16(a)(1) of the Code of Ordinances of the City of Allen, Texas, provides that “No person may sell alcoholic beverages if the place of business is within three hundred feet of a church, public or private school, or public hospital;” and,

WHEREAS, Section 6.03.5.5(b) of the Allen Land Development Code (“ALDC”) provides that a restaurant serving alcoholic beverages holding a food and beverage certificate cannot locate closer than 300 feet to a school (public or private); and,

WHEREAS, the owner of the property described as Lot 4, Block A, Allen High Point Addition, an addition to the City of Allen, Collin County, Texas, according to the plat thereof recorded as Instrument No. 20170718010003400, Plat Records, Collin County, Texas (the “Property”), desires to sell alcoholic beverages on a Restaurant with Drive-Through property for off-premises and on-premises consumption pursuant to a (i) a Mixed Beverage Permit with Food and Beverage Certificate (the “Permit”) issued by the Texas Alcoholic Beverage Commission (“TABC”); and,

WHEREAS, the property line of the Property is located within 300 feet of the property line of property owned and operated by the Allen Independent School District (“AISD”) as a public school; and,

WHEREAS, the AISD-owned property that is located within 300 feet of the Property is primarily developed with a stadium and other athletic facilities, the primary school buildings (i.e., Allen High School) being located on a different lot than the stadium and a significantly longer distance from the Property, each being separated by a major arterial street, Exchange Parkway; and,

WHEREAS, pursuant to Section 8-16(h) of the Code of Ordinances and Section 109.33(e) of the Texas Alcoholic Beverage Code, the owner of the Property has requested a variance to the above-described 300-foot separation requirements; and,

WHEREAS, the development and use of the Property is governed by the regulations of Planned Development No. 58 as adopted by Ordinance No. 3199-1-14, as such ordinance has been amended from time to time (the “Property Zoning Ordinance”); and,

WHEREAS, after considering the request the owner of the Property, the existing use and development of the Property as a Restaurant with Drive-Through, the distance from which the Restaurant with Drive-Through building is required to be located from the AISD-owned property as dictated by the Property Zoning Ordinance, the distance of the Property from the main school buildings and student population, and the absence of any known violations relating to the illegal sale of alcoholic beverage to minors, the City Council of the City of Allen, Texas, finds that the enforcement of Section 8-16(a)(1) of the Code of Ordinances and ALDC Section 6.03.5.5(b) with respect to the Property is not in the best interest of the public, does not serve its intended purpose, and is not effective or necessary.

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

SECTION 1. Based on the facts and findings set forth in the foregoing recitals, which recitals are hereby incorporated in this Section 1 by reference, a variance to Section 8-16(a)(1) of the Code of Ordinances and ALDC Section 6.03.5.5(b) is hereby granted pursuant to Section 8-16(h) of the Code of Ordinances and Section 109.33(e) of the Texas Alcoholic Beverage Code subject to the following:

- A.** The variance is limited to the sale of alcoholic beverages on the Property pursuant to Mixed Beverage Permit with Food and Beverage Certificate issued pursuant to Chapter 28 of the Texas Alcoholic Beverage Code.
- B.** The variance applies only to the sale of alcoholic beverages from the restaurant and drive-through building to be centrally located on the Property; and
- C.** This variance shall be terminated and be deemed null and void if (1) the Permit is not issued within twelve (12) months after the effective date of this Ordinance, and (2) the Permit, after issuance, expires and is not renewed on or before the first anniversary of the expiration date of the Permit.

SECTION 2. 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, which shall remain in full force and effect.

SECTION 3. This Ordinance shall take effect immediately, from and after its passage in accordance with its provisions of the Charter of the City of Allen, 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 13TH DAY OF OCTOBER 2026.

APPROVED:

Chris A. Schulmeister, MAYOR

APPROVED AS TO FORM:

ATTEST:

Peter G. Smith, CITY ATTORNEY
4909-6683-5921, v. 2

Shelley B. George, TRMC, CITY SECRETARY



Catherine Chamblee
511 W 7th St.
Austin, TX 78701
512-549-8906
catherine@txliquorlaw.com

VIA Email Only

9/14/2026

Re: Request for Chapter 8, Article II, Sec. 8-16(h) Variance in relation to Allen Land Development Code Art. VI, Sec. 6.03.5(5)(b) and Allen Code of Ordinances, Chapter 8, Art. II, Sec. 8-16(a)

To whom it may concern:

On behalf of my client, Hat Creek Beverage Company LLC dba Hat Creek Burger Company, please accept this letter as a request to Allen City Council for a variance under Chapter 8, Article II, Sec. 8-16(h), from the minimum distance regulations set forth in Article VI, Section 6.03.5(5)(b) of Allen's Land Development Code ("ALDC") and Chapter 8, Article II, Section 8-16(a) of Allen's Code of Ordinances ("ACO"), which, if granted, would enable the applicant, Hat Creek Burger Company LLC ("Hat Creek") to hold a TABC Mixed Beverage Permit (a "MB Permit") with Food and Beverage Certificate (a "FB Permit") at the existing Hat Creek location at 555 E Exchange Pkwy, Allen Texas, 75002. The location currently holds a Wine and Beer Retailer's Permit ("BG") granted by the city and state. When the BG permit was initially applied for Allen ISD was involved in the process by submitting a letter from the Superintendent at the time stating he had no objection to a distance exception to TABC Code Section 109.33 – the so called 300-foot rule. That letter was written in 2018. Fast forward to today and Hat Creek is seeking to add mixed beverages (specifically only pre-mixed margaritas) to their menu. In conjunction with the new Mixed Beverage application Allen ISD submitted an email to the planning department stating it did not object to the beverage expansion to include margaritas on June 25, 2026. The city responded stating that email correspondence is not enough pursuant to ordinance to grant the exception, that the city instead requires a letter from the Superintendent of the ISD. Per the city the ISD was not willing to provide such a letter.

Hat Creek Beverage Company LLC therefore respectfully requests placement of this variance request on the agenda for the earliest City Council meeting, September 22nd if possible. Measured in a direct line from property line to property line, the Store is located within 300 feet of a parcel of property owned by Allen Independent School District ("AISD") that is home to Eagle Stadium and additional AISD

athletic fields (collectively, the “School”). The ALDC and ACO ordinances cited above prohibit the sale of alcoholic beverages within 300 feet of a public school without variance approval by City Council, which may be granted if Council determines the enforcement of the regulation in a particular instance is either: 1. not in the best interest of the public, 2. constitutes waste or inefficient use of land or other resources, 3. creates undue hardship on an applicant for a license or permit, 4. does not serve its intended purpose, 5. is not effective or necessary, or 6. for any other reason council, after consideration of the health, safety, and welfare of the public and the equities of the situation, determines is in the best interest of the city.

In seeking this variance Hat Creek understands city staff has already informed AISD of the variance request. Hat Creek has maintained an open line of communication with AISD and is available for any questions or concerns about its proposed activities at the location. Hat Creek understands the purpose of restricting alcoholic beverage sales near schools is to reduce the likelihood of alcoholic beverage sales to minors, and Hat Creek takes its responsibilities as a good corporate citizen and TABC permittee seriously. Hat Creek’s partners, including managers, receive training on responsible policies and procedures for selling alcoholic beverages to the public. The training focuses on preventing sales to minors, to already intoxicated customers, and on restricted hours for sales. As a result of this training Hat Creek enjoys an exemplary TABC compliance record. Hat Creek believes it is unnecessary to ban alcohol sales at this location to prevent sales to minors. The City of Allen can be sure Hat Creek will enforce the same exacting compliance standards at this location as it has up to this point and that are in place at its 25 plus licensed locations statewide. Additionally, not being able to sell alcoholic beverages puts Hat Creek at a competitive disadvantage to similar businesses in the surrounding area including Kelly’s at the Village and Lazy Dog Restaurant and Bar that are currently selling alcoholic beverages in Allen. For the reasons set forth and given the current alcoholic beverage permit currently in existence at the location Hat Creek Beverage Company LLC respectfully requests City Council grant it a variance from Allen’s minimum distance regulations related to the sale of alcoholic beverages near a public school to allow for an MB and FB permit at the location. Please let me know if you require any additional information related to this request or upcoming City Council meeting considering the same.

Best regards,

Catherine Chamblee

CITY COUNCIL REGULAR MEETING AGENDA COMMUNICATION
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AGENDA DATE:	Tuesday, October 13, 2026, 7:00 PM
AGENDA CAPTION:	Award bid and authorize the City Manager to execute an agreement with Innovative Solution Advisors, LLC, dba Stadium People for Building Operations and Conversion Labor at Credit Union of Texas Event Center for \$295,133.
STAFF RESOURCE:	Bill Herman, General Manager, CUTX Event Center
BOARD/COMMISSION ACTION:	None
PREVIOUS COUNCIL ACTION:	September 12, 2023 - agreement with Innovative Solution Advisors, LLC for building operations and conversions at the Credit Union of Texas Event Center.

BACKGROUND:

Taking procurement qualifications into consideration, Innovative Solution Advisors, LLC DBA Stadium People has been chosen as the best positioned vendor to provide the required service to for Building and Conversion Labor at Credit Union of Texas Event Center.

Routine and event-based setup and conversion services are necessary for the facility to execute and facilitate a wide variety of events. Our goal is to determine the vendor that can provide the best combination of experience, capability, quality, consistency and overall service and guest experience appropriate for a multipurpose arena facility. The quantities in the proposal document were developed as estimates for the purpose of choosing a bidder and are not guaranteed to be fully representative of the work that will be asked of the chose bidder. However, these hourly rates will be the basis of payment for completed work when requested by the City.

Taking these qualifications into consideration, the incumbent vendor, Stadium People by Innovative, has been chosen as the best positioned vendor to provide the required service. Based in Irving, TX they are a proven large-scale staffing provider with experience in a variety of entertainment facilities.

PROCUREMENT / SELECTION PROCESS:

On September 3, 2026, the Purchasing Division received one (1) responsive submission for the Credit Union of Texas Event Center, Request For Proposal #2026-7-64. All qualifications have been evaluated on “Best Value” from the following criteria: Bidder Qualifications and Experience, References, Company Overview, and Price.

BUDGETARY IMPACT:

The funding for this agreement will be expensed to the Credit Union of Texas Event Center Budget (Contractual Services) and is fully accounted for in the FY 2027 budget. The total annual amount is based on the expected volume of events and activities taking place at the facility along with employee rates commensurate with the present day’s labor market. The labor expenses per event vary due to each event’s demands and needs. Depending on the event type, these services are usually reimbursable to the facility via either facility rental payments with event producers and clients, as well as by means of the State of Texas Event Trust Fund program for certain large-scale, multi-day events.

STAFF RECOMMENDATION:

Staff recommends approval.

MOTION:

I make a motion to award bid and to authorize the City Manager to execute an agreement with Innovative Solution Advisors, LLC DBA Stadium People for Building Operations and Conversion Labor at Credit Union of Texas Event Center for an amount not to exceed \$295,133 annually with the option to automatically renew for an additional two (2) one-year terms at sole discretion of City of Allen.

CITY COUNCIL REGULAR MEETING AGENDA COMMUNICATION
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AGENDA DATE:**AGENDA CAPTION:**

Authorize the City Manager to execute an agreement with LJA Engineering, Inc., for Survey, Conceptual Engineering, and Landscape Architecture Design services for the Main Street Streetscape project for \$326,000.

STAFF RESOURCE:

Chris Flanigan, Engineering Director

BOARD/COMMISSION ACTION:

None

PREVIOUS COUNCIL ACTION:

None

BACKGROUND:

As interest in the City of Allen downtown grows and redevelopment of downtown properties continues through private and public development efforts, the Engineering and Parks and Recreation Departments have identified streets that would aid in the realization of a revitalized downtown. The roads are East Main Street, between Allen Drive and the DART railroad, and Butler Drive, between the Allen Public Library and East Main Street.

East Main Street has remained untouched since renovation efforts in the mid 1980's. Butler Drive is still in an unimproved state, without curb and gutter or concrete pavement. The reconstruction of these two streets would promote walk ability, improve ADA/pedestrian sidewalk access, and aim to slow traffic to create a safer environment in the heart of downtown Allen.

City staff requested a proposal from LJA Engineering, Inc. (LJA) for the conceptual design of this project. After a public involvement process and schematic design experience, the goal will be to have a concept that can be then relied-upon for detailed construction drawing formulation, bidding and lead to construction. A future contract will be necessary to finalize the design and prepare the project for bidding. LJA is an approved engineering and landscape architect consultant (based on the Statement of Qualifications selection process undertaken in 2024) and has extensive experience with downtown street reconstruction efforts (most notably Roanoke downtown).

Overall, the concept is expected to deliver an improved aesthetic and functional streetscape to promote a more pedestrian and activated streetscape. Re-imagining the use of space to provide wider sidewalks, narrower streets, intentional parking, attractive streetscape, and strategic landscape are some of the driving principles that will be sought in concert with fulfillment of the Downtown Master Plan.

PROCUREMENT / SELECTION PROCESS:

This agreement is for professional services. The consultant was selected in accordance with applicable state law and City procurement policies governing the procurement of professional services.

BUDGETARY IMPACT:

The total estimated expense for this project is found in the 2027-2031 CIP Book on pages PW-03 and is within the overall total project estimated expenditure.

STAFF RECOMMENDATION:

Staff recommends approval.

MOTION:

I make a motion to authorize the City Manager to execute an Agreement with LJA Engineering, Inc. for survey, conceptual engineering, and landscape architecture design services for the Main Street Streetscape project for \$326,000.

Attachments

[Location Map](#)



CITY COUNCIL REGULAR MEETING AGENDA COMMUNICATION
--

AGENDA DATE:	Tuesday, October 13, 2026, 7:00 PM
AGENDA CAPTION:	Authorize the City Manager to execute a purchase contract with Motorola Solutions for eight AXS platform dispatch consoles, associated infrastructure, and relocation of critical Nokia microwave paths, for a total contract amount of \$1,626,542 (\$325,000 in Year 1 and \$325,385 annually in Years 2–5).
STAFF RESOURCE:	Steve Dye, Chief of Police
BOARD/COMMISSION ACTION:	None
PREVIOUS COUNCIL ACTION:	None

BACKGROUND:

The City of Allen Communications Center is responsible for receiving all emergency and non-emergency calls from the public and utilizing the City's radio system to dispatch police and fire personnel. The radio equipment currently in use is more than 15 years old and is approaching end-of-life. As a result, Motorola Solutions will soon be unable to provide technical support or replacement components for system failures or repairs. Additionally, the aging equipment is becoming increasingly incompatible with system upgrades occurring across the multi-city radio network of which Allen is a participating member.

To address these challenges, the Police Department partnered with Motorola Solutions to develop an agreement that expands existing capabilities and supports projected operational demands. The proposed Motorola AXS platform represents the most current and advanced technology available from Motorola. This solution will enhance integration with other Motorola systems and ensure reliable, stable radio communications for the foreseeable future.

This project was developed collaboratively by the Police Department, Information Technology Department, and Finance Department to ensure the recommended solution meets the City's technical requirements and fiscal priorities. The total project cost has been distributed over five years to minimize the impact of a single large expenditure. Year one will cost \$325,000, and years two through five will cost \$325,385.65 annually, for a total cost of \$1,626,542.60. Upon completion of the five-year term, all equipment will be fully owned by the City and is expected to remain in service for an additional 10 to 15 years.

PROCUREMENT / SELECTION PROCESS:

This procurement was made through cooperative purchasing available to local governments under the Texas Department of Information Resources (DIR) Cooperative Contracts Program, Contract No. DIR-CPO-5433.

BUDGETARY IMPACT:

Funding for the purchase of replacement of the consoles and infrastructure will be provided from the Allen Police Department's operating budget. The \$ 325,000 purchase is within the department's operating budget for fiscal year 2027, and will not require additional funding. The purchase order needs to be approved before November 11, 2026 to avoid a \$270,000 price increase.

STAFF RECOMMENDATION:

Staff recommends approval.

MOTION:

I make a motion to authorize the City Manager to execute the purchase Authorize the City Manager to execute a purchase contract with Motorola Solutions for eight AXS platform dispatch consoles, associated infrastructure, and relocation of critical Nokia microwave paths, for a total contract amount of \$1,626,542 (\$325,000 in Year 1 and \$325,385 annually in Years 2–5).

CITY COUNCIL REGULAR MEETING AGENDA COMMUNICATION
--

AGENDA DATE:	Tuesday, October 13, 2026, 7:00 PM
AGENDA CAPTION:	Award bid and authorize the City Manager to execute one-year contracts, with options for up to four additional one-year renewals, with multiple vendors for Litter Collection Services for a total contract amount of \$193,639.
STAFF RESOURCE:	Kyle Benedict, Assistant Director, Parks and Recreation
BOARD/COMMISSION ACTION:	None
PREVIOUS COUNCIL ACTION:	None

BACKGROUND:

In 2021, the City awarded its current contract for citywide litter collection. To enhance coverage and secure the best overall value, staff recommends transitioning to a multi-vendor award model.

Under the proposed structure, the City will enter into one-year agreements—with options for up to four annual renewals—with five distinct contractors, consisting of Greenlist Services for \$96,595; Texas Elite Facility Services for \$15,860; Lawn Star Landscape for \$48,114; R&J Lawns Inc., for \$29,770; and Platinum Outdoor Services for \$3,300—allocating a combined annual total of \$193,639. This approach retains the City’s existing litter contractor while on-boarding four additional service providers.

Distributing the scope among five vendors ensures expanded capacity and consistent maintenance across several key city areas:

- City parks, greenbelts, and undeveloped properties
- Parks and Recreation Special Events
- Rights-of-way, medians, and easements
- The US 75 corridor
- Municipal buildings

PROCUREMENT / SELECTION PROCESS:

The Parks and Recreation Department solicited bids for Litter Collection Services on July 24, 2026, and closed the bid on August 6, 2026. There were 13 categories and each category was awarded to the lowest bid. We will be awarding five (5) vendors to ensure the City is getting the most competitive price.

IFB 2026-6-61

BUDGETARY IMPACT:

\$181,069 - Solid Waste Enterprise Fund

\$12,570 - Parks and Recreation General Fund

STAFF RECOMMENDATION:

Staff Recommends Approval

MOTION:

I make a motion to authorize a contract with Greenlist Services LLC for \$96,595; Texas Elite Facility Services for \$15,860; Lawn Star Landscape for \$48,114; R&J Lawns Inc. for \$29,770; and Platinum Outdoor Services LLC for \$3,300 for litter services.

CITY COUNCIL REGULAR MEETING AGENDA COMMUNICATION
--

AGENDA DATE:

Tuesday, October 13, 2026, 7:00 PM

AGENDA CAPTION:

Authorize the City Manager to execute an Interlocal Agreement with Denton County Transportation Authority (DCTA) for the provision of Demand Response Transportation Services for the elderly and disabled.

STAFF RESOURCE:

Jason Cooley, Executive Director, Allen Community Development Corporation

BOARD/COMMISSION ACTION:

July 10, 2023 - Funding approved by the Allen Community Development Corporation.

PREVIOUS COUNCIL ACTION:

November 14, 2023 - approved the Interlocal Agreement for Transit Services through September 2026.

BACKGROUND:

The City of Allen operated under an Interlocal Agreement with Dallas Area Rapid Transit (DART) for demand transportation program. The program served Collin County residents of Allen who are 65 years of age or older or who have a disability. The City of Allen provided funding to support the operation of this service since 2016 and has determined that the service is beneficial to Allen citizens.

In October 2023, DART notified the City of its intent to discontinue service as of January 31, 2024. Denton County Transit Authority (DCTA) was approached by the North Central Texas Council of Governments (NCTCOG) to continue providing the contracted service for the residents of the City of Allen. DCTA was willing to undertake the service within the terms of this agreement and other agreements with NCTCOG with the understanding of the City's intent to consider future membership in DCTA due to the benefits of public transportation to the residents of the City.

The term of this agreement began on February 1, 2024, and terminated at midnight on September 30, 2025 with an option to renew. The parties previously amended the Agreement to extend the Term of the Agreement for one (1) additional year, beginning October 1, 2025 and continuing through September 30, 2026. The Parties now desire to amend the First Amended and Restated Agreement to extend the Term of the Agreement, beginning October 1, 2026 and continuing through September 30, 2029, with the option to renew for one (1) additional two (2)-year term, to increase the Not to Exceed amount for the Term, and to update the federal funding source from NCTCOG-held grants to DCTA-held grants. The estimated annual expenditure varies year over year based on the availability of federal grants as well as estimated ridership numbers.

BUDGETARY IMPACT:

Not to exceed FY 2027: \$315,732, FY 2028: \$226,374, FY 2029 \$ 274,367

STAFF RECOMMENDATION:

Staff recommends approval.

MOTION:

I make a motion to authorize the City Manager to execute an Interlocal Agreement with Denton County Transportation Authority for the provision of Demand Response Transportation Services.

CITY COUNCIL REGULAR MEETING AGENDA COMMUNICATION
--

AGENDA DATE:	Tuesday, October 13, 2026, 7:00 PM
AGENDA CAPTION:	Adopt an Ordinance amending the Code of Ordinances of the City of Allen, Chapter 6, "Health and Environment," by adding Article XI for "Single-Family Rental Registration."
STAFF RESOURCE:	Lee Battle, Director, Community Enhancement
BOARD/COMMISSION ACTION:	None
PREVIOUS COUNCIL ACTION:	None

BACKGROUND:

This ordinance amendment establishes procedures for the inspection and registration of single-family rental units and applies standards for property maintenance. The purpose of the Single-Family Rental Inspection program is to conduct proactive property maintenance compliance for single-family rental units. Data analysis shows that single-family rental properties generate a disproportionately high number of property maintenance code violations. This program implements a strategic approach to focus resources in areas that will have the greatest impact on maintaining the community. The property maintenance standards are identical to those already in place for the Multifamily License program and other residential properties.

BUDGETARY IMPACT:

The program is funded through a fee which is designed to provide 100% cost recovery.

STAFF RECOMMENDATION:

Staff recommends adoption of the ordinance.

MOTION:

I make a motion to adopt Ordinance No. _____ amending the Code of Ordinances.

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 6, "HEALTH AND ENVIRONMENT" BY AMENDING ARTICLE IV, "PROPERTY MAINTENANCE CODE" BY AMENDING SECTION 6-87 "RENTAL PROPERTY STANDARDS" BY AMENDING PARAGRAPH (a) TITLED "APPLICABILITY"; BY AMENDING ARTICLE X "CRIME FREE MULTIFAMILY HOUSING" BY ADDING AND RESERVING NEW SECTIONS 6-440 THROUGH 6-449 FOR FUTURE USE; BY ADDING A NEW ARTICLE XI "SINGLE FAMILY RENTAL REGISTRATION"; PROVIDING FOR A REPEALING CLAUSE; PROVIDING FOR A SAVINGS CLAUSE; PROVIDING FOR 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 be amended by amending Chapter 6, "Health and Environment" by amending Article IV "Property Maintenance Code by amending Section 6-87, "Rental Property Standards" by amending Article X "Crime Free Multifamily Housing" by adding and reserving new Sections 6-440 through 6-449 for future use; by adding a new Article XI "Single Family Rental Registration," to read i as follows:

**"CHAPTER 6
HEALTH AND ENVIRONMENT**

...

ARTICLE IV PROPERTY MAINTENANCE CODE

...

Sec. 6-87. – Rental property standards.

(a) *Applicability.* The purpose of this section is to safeguard the lives, health, safety, welfare and property of the occupants of rental properties and the general public. The requirements of this section apply to any multifamily property that is required to be licensed under the city's Multi-family Licensing and Inspection Ordinance and any Single-Family Rental Unit. The owner of the structure shall provide and maintain facilities and equipment in compliance with these requirements in addition to all other requirements of city code.

, , ,

ARTICLE X CRIME-FREE MULTI-FAMILY HOUSING

Secs. 6-440 – 6-449. – Reserved.

ARTICLE XI. SINGLE FAMILY RENTAL REGISTRATION

Sec. 6-450. – Title.

These regulations shall be known as the "Single-Family Rental Registration and Inspection Ordinance," and may be cited as such.

Sec. 6-451. – Purpose.

The purpose of this article is to safeguard the life, health, safety, welfare, and property of the occupants of single-family rental properties and the general public, by developing a process to enforce city building code standards and city property maintenance codes; and to provide equitable and practical remedies for the violation of city building code standards and city property maintenance codes.

Sec. 6-452. – Definitions.

For the purpose of this article, the terms, words, or phrases shall have the meanings given herein.

Bedroom. Any room or space used or intended to be used for sleeping purposes.

Building official. The official or other designated authority charged with the administration and enforcement of the city building code.

City. City of Allen.

City manager. City manager or designee.

Director. The official, or designee, charged with the administration and enforcement of this article by the city manager.

Dwelling unit. A building or portion of a building which is arranged, occupied, or intended to be occupied as living quarters for not more than one (1) family, and including facilities for food preparation, sleeping, and sanitation.

Family. A number of individuals living together as a single housekeeping unit, in which not more than four (4) individuals are unrelated by blood, marriage, or adoption.

Owner. Any person, partnership, corporation, or other legal entity having a legal or equitable title to the property.

Person. An individual, corporation, partnership, or any other legal entity.

Premises. A lot, plot, or parcel of land, including any structure thereon, including a dwelling unit, appurtenances thereto, grounds and facilities held out for the use of tenants generally and any other area of facility whose use is promised to the tenant.

Single-Family rental unit. Is a single-family dwelling unit, duplex dwelling unit, or a town home dwelling unit, or portion thereof that is rented or offered for rent as a residence for periods of thirty (30) days or more.

Tenant. Any person who occupies a dwelling unit for living or dwelling purposes with the consent of the landlord.

Sec. 6-453. Applicability and administration.

(a) This article shall apply to all single-family rental units located in the city.

(b) The director is authorized to administer and enforce the provisions of this article.

- (c) The director shall have authority as necessary in the interest of public health, safety and general welfare, to adopt and promulgate rules and procedures; to interpret and implement the provisions of this code; to secure the intent thereof; and to designate requirements applicable because of local conditions.

Sec. 6-454. Registration required.

- (a) It shall be unlawful for any person to own, operate, or manage a single-family rental unit in the city without a valid certificate of registration. Any person who owns, operates, or manages a single-family rental unit at more than one (1) location shall obtain a separate registration for each unit. A duplex structure shall be required to obtain a single registration when both units have the same ownership.
- (b) No single-family rental unit may be occupied by a tenant without first having a valid certificate of registration. It is an offense for an owner or manager of a residential rental unit within the city to permit or allow a tenant to occupy any single-family rental unit without first being issued a valid certificate of registration in accordance with this article.
- (c) An initial certificate of registration application and applicable fee shall be submitted by the owner of a single-family residential rental unit within the city:
 - (1) Within ninety (90) days after the effective date of this article,
 - (2) Within thirty (30) days of the date of acquiring ownership of a rental unit, or
 - (3) Within thirty (30) days after the date an owner of a dwelling unit converts the dwelling unit into a single-family residential rental unit.

Sec. 6-455. Registration application, renewal, and expiration.

- (a) Any person who owns, operates, or manages a single-family rental unit shall file a city-supplied application with the director for each single-family rental unit location. The application shall include the following information:
 - (1) Name, address, telephone number of the owner.
 - (2) Name, address, telephone number of the property manager or local emergency contact.
 - (3) Emergency contact information including the names of designated employees or other authorized persons who shall be assigned to respond to emergency conditions, and a telephone number at which said persons can be contacted during any twenty-four-hour period. Emergency conditions include but are not limited to fire, natural disaster, flood, collapse hazard, burst pipes, crime or similar events or conditions.
 - (4) The application shall be signed by the owner, operator, or manager of the rental unit.
- (b) The registration shall expire on December 31, of each calendar year and shall be renewed annually.
- (c) No person shall make connections from a utility, source of energy, power or water to any rental unit regulated by this Code and requiring a certificate of registration until they are in compliance with this article.
- (d) The director may from time to time revise the registration application form and require additional information.
- (e) The director may at any time, require the applicant to submit additional information to clarify the application.

Sec. 6-456. – Registration fee.

- (a) Each application for an initial or renewal registration for a single-family rental unit, shall at the time of submittal of the application pay a registration fee in an amount established by resolution of the city council from time to time.
- (b) Any registration fee required to be paid under this article shall be deemed late if received by the city after the due dates established by the director, and the owner shall be required to submit a non-refundable late registration fee in an amount established by resolution of the city council from time to time.

Sec. 6-457. – Registration suspension, denial, and revocation.

- (a) The director may suspend, revoke, or deny a certificate of registration for failure to comply with any of the terms or provisions of this article.
- (b) A certificate of registration may be denied, suspended, or revoked if the applicant provides or has provided an incomplete application, false or misleading information in the registration application.
- (c) A certificate of registration may be denied, suspended, or revoked there exists any condition in, on or near the rental property that renders the rental property unsafe or unfit for human habitation or occupancy or presents a threat to public health or safety.
- (d) Whenever a certificate of registration is suspended or revoked, the holder of the license shall be notified in writing that the license is, upon delivery of the notice, immediately suspended or revoked. The suspension or revocation shall continue until the director determines that the rental unit is in compliance with this article. Suspension of, or revocation of a certificate of registration shall not preclude the director from taking other enforcement action authorized by law.
- (e) The director may, without advance notice, suspend the certificate of registration if the rental unit is found to have one (1) or more violations that constitutes an imminent hazard to public health or safety.
- (f) While the certificate of registration is under suspension, or if application has been denied, or if the registration has been revoked the owner, operator or manager may not allow any new tenants to occupy the rental unit until the rental unit is in compliance with this article as determined by the director, or a certificate of registration has been issued or reinstated.
- (g) The applicant for, or holder of a certificate of registration may appeal the denial, suspension, or revocation of the registration to the city manager, by submitting a written appeal stating the reasons for such appeal to the office of the city manager, within five (5) business days after receipt of notice of such denial, suspension, or revocation.
- (h) Within five (5) business days after receipt of an appeal, the city manager shall set a date, time, and place for the hearing of the appeal and deliver written notice thereof to such person in accordance with this article.
- (i) A notice required to be provided or delivered by the city pursuant to this article is deemed to have been delivered by the city on the date that it is hand delivered, or three (3) days after the date the notice is sent by first class mail United States mail postage prepaid addressed to the person provided in the appeal or registration application.

Sec. 6-458. – Owner, operator and manager responsibilities.

- (a) The owner, operator, and manager of a single-family rental unit shall maintain the structures and premises in compliance with the requirements established by this article and applicable city codes and ordinances.

The owner, operator, and manager of a single-family rental unit shall not permit a person to occupy, nor may a person occupy or permit another person to occupy any single-family rental unit dwelling unit which is not in a sanitary and safe condition, and which does not comply with the requirements of this article or City Code and ordinances.

- (b) At the time each tenant signs a lease for a single-family rental unit dwelling unit, the owner, operator or manager thereof shall provide to the tenant the following information:
 - (1) Single-family rental program summary as provided by the city.
 - (2) List of city and community contacts for services as may be provided by the city.
 - (3) State and federal fair housing information and as may be provided by the city.
 - (4) Any additional information, as may be provided by the city.
- (c) The owner, operator, or manager of a single-family rental unit shall inspect each dwelling prior to leasing such dwelling unit and shall comply with the following:
 - (1) The inspection of a dwelling unit shall be conducted by the owner, operator, or manager and with the tenant when the occupancy of the dwelling unit changes, and at a minimum each dwelling unit shall be inspected at least once each calendar year.
 - (2) The owner, operator, or manager shall prepare a written inspection report for each inspection and shall provide the tenant with a copy of such inspection report. The owner, operator, or manager shall maintain copies of such inspection reports and shall make such inspection reports available to the director for inspection upon request. The inspection reports shall be maintained by the owner, operator, or manager for a minimum of three (3) years following the date of each such inspection.

Sec. 6-459. – Inspections and re-inspections.

- (a) To determine compliance with city building, property maintenance, and applicable standards in accordance with applicable city codes and ordinances, and to determine compliance with this article, the director may conduct:
 - (1) Periodic or annual inspections;
 - (2) Follow-up inspections;
 - (3) Inspections based on indications of city code or ordinance violations, including complaints filed with the city or the director; and
 - (4) Inspections based on the renewal of a registration, a change of occupancy, or a change of ownership.
- (c) The director and or the building official may inspect portions of a single-family rental unit as frequently as the director or building official deems necessary.
- (d) The owner, operator, or manager of a single-family rental unit shall make all exterior and interior areas available to the director for inspections at all reasonable times. If entry is refused or not obtained the director is authorized to seek a warrant as allowed by law.
- (e) The owner, operator, or manager shall be provided a copy of city inspection reports, including a list of any city code or ordinance violations or deficiencies requiring correction and a timeframe for correction of such violations or deficiencies. The owner, operator, or manager shall correct such violations or

deficiencies identified in the inspection report within the timeframe established by the director or the city. Failure to correct such violations or deficiencies may result in additional enforcement actions including, but not limited to the suspension or revocation of the certificate of registration.

- (f) If any of the inspections authorized by this article require additional re-inspections due to noted violations, then a reinspection fee shall be paid in an amount established by resolution of the city council.

Sec. 6-460. – Inspections and standards.

- (a) This article is intended to complement the requirements of other applicable city code and ordinances and shall not be deemed to lower any more restrictive standards required by city codes and ordinances.
- (b) Single-family rental units shall comply with all applicable city codes and ordinances.
- (c) It shall be unlawful for any person to permit or allow more than one (1) family to reside in any single-family rental unit. The owner, operator, or manager shall maintain records identifying the number of occupants of each dwelling unit and make such records available to the director for review and inspection.

Sec. 461. – Offenses.

- (a) It shall be unlawful for any person to violate any provision of this article.
- (b) A person commits an offense if the person owns, operates or manages, or causes to operate, a single-family rental unit without a current valid certificate of registration issued by the director, or while the certificate of registration is suspended.
- (c) A person commits an offense if the person owns, operates, or manages, or causes to operate, a single-family rental unit which is in violation of city codes or ordinances.
- (d) A person commits an offense if such person submits a registration application that contains false or misleading information.
- (f) A person commits an offense if the person owns, operates, or manages, or causes to operate, a single-family rental unit and rents, leases, advertises or holds out for rent, any single-family rental unit without a current valid certificate of registration having been issued for such premises.

Sec. 6-462. – Penalties.

- (a) Any person violating any of the provisions of this article shall be deemed guilty of a misdemeanor and, upon conviction thereof, shall be subject to a fine not to exceed five hundred dollars (\$500.00) for each offense; and each day such violation continues to exist, shall constitute a separate offense.
- (b) In addition to the penalties of this article, the city is authorized to file suit for injunctive relief as may be necessary to enforce the provisions of this article.

Secs. 463. – 6-470. – Reserved.

SECTION 2. 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 3. 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 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, 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 13TH DAY OF OCTOBER 2026.

APPROVED:

Chris A. Schulmeister, MAYOR

APPROVED AS TO FORM:

ATTEST:

Peter G. Smith, CITY ATTORNEY
(10-02-2026: 4920-7614-7926, v. 1)

Shelley B. George, TRMC, CITY SECRETARY

CITY COUNCIL REGULAR MEETING AGENDA COMMUNICATION
--

AGENDA DATE:	Tuesday, October 13, 2026, 7:00 PM
AGENDA CAPTION:	Adopt a Resolution establishing a Registration Fee for the Single-Family Rental Inspection Program.
STAFF RESOURCE:	Lee Battle, Director, Community Enhancement
BOARD/COMMISSION ACTION:	None
PREVIOUS COUNCIL ACTION:	None

BACKGROUND:

This resolution establishes a registration fee for the Single-Family Rental Inspection Program. The purpose of the fee to cover the costs of operating the program. The proposed fee of \$150 per rental unit is based on a cost recovery analysis designed to provide 100% cost recovery for the program. The fee schedule amendment also establishes a late fee and re-inspection fee for the program.

BUDGETARY IMPACT:

The estimated revenue from this fee is \$300,000 for the current FY.

STAFF RECOMMENDATION:

Staff recommends approval.

MOTION:

I make a motion to adopt Resolution No. _____ establishing a Registration Fee for the Single-Family Rental Inspection Program.

Attachments

[Resolution](#)

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ALLEN, COLLIN COUNTY, TEXAS, AMENDING THE CITY OF ALLEN FEE SCHEDULE BY AMENDING THE TITLE “ENVIRONMENTAL HEALTH FEES” TO ENVIRONMENTAL HEALTH AND CODE COMPLIANCE FEES;” BY AMENDING “MULTI-FAMILY DWELLING COMPLEXES” BY DELETING THE FIRST REINSPECTION FEE AND AMENDING THE TITLE “ADDITIONAL REINSPECTION FEE” TO “REINSPECTION FEE” AND BY ADDING A NEW SECTION FOR SINGLE-FAMILY RENTAL UNITS; PROVIDING A REPEALING CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

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

SECTION 1. The City of Allen Fee Schedule is hereby amended as set forth in Exhibit “A,” attached hereto and incorporated herein by reference, as amended, as set forth.

SECTION 2. 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 3. 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 4. This Resolution shall take effect immediately from and after its passage.

DULY PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF ALLEN, COLLIN COUNTY, TEXAS, ON THIS THE 13TH DAY OF OCTOBER 2026.

APPROVED:

Chris A. Schulmeister, MAYOR

ATTEST:

Shelley B. George, CITY SECRETARY
(JG 10-02-2026: 4915-6975-3302, v. 1)

**EXHIBIT “A”
CITY OF ALLEN FEE SCHEDULE**

ENVIRONMENTAL HEALTH AND CODE COMPLIANCE FEES

Food Establishment Permit Fees:	Annual Permit Fee
Grocery Store	\$450
Grocery Department	\$250
Heavy Food Preparation	\$400
Light Food Preparation	\$300
No Food Preparation	\$200
Childcare Facility	\$300
Farmers Market	\$250
Temporary Food Establishment Permit Fees:	
Concession Stand (14 days - 6 months)	\$150
Temporary Food Stand (not more than 14 days)	\$100
Temporary Food/Event (not more than 14 days)	\$100
Mobile Food Establishment Permit Fees	
Mobile Food Unit	\$250
Ice Cream Truck	\$150
Public and Semi-Public Swimming Pools, Spas, and Public Interactive Water Features and Fountains (PIWFs) Permit Fees:	
Swimming pools and Spas	\$225 per facility \$225 for shared bodies of water
PIWFs	\$200 at each location
Lagoon	\$400
Administration Fees:	
Type	Fee
Abatement	Actual costs not less than \$25, plus \$100 for administrative costs, plus any mailing, filing and interest fees levied
Reinspection Fee	\$75
Late Fee for expired permit	\$50
Health Plan Review Fee	\$200
Multi-Family Dwelling Complexes	
Licensing fee, per unit	\$15.00
Late fee for expired license	10% of license fee per month overdue
Reinspection Fee	\$25.00 per violation
Single-Family Rental Units	
Registration Fee, per unit	\$150
Late fee for expired registration	\$50
Reinspection Fee	\$25 per violation

CITY COUNCIL REGULAR MEETING AGENDA COMMUNICATION
--

AGENDA DATE:	Tuesday, October 13, 2026, 7:00 PM
AGENDA CAPTION:	Authorize the City Manager to purchase replacement Self-Contained Breathing Apparatus (SCBA) equipment for \$815,405.
STAFF RESOURCE:	Jonathan Boyd, Fire Chief
BOARD/COMMISSION ACTION:	None
PREVIOUS COUNCIL ACTION:	None

BACKGROUND:

The Fire Department is requesting authorization to purchase Self-Contained Breathing Apparatus (SCBA) equipment in the amount of \$815,405. SCBA provides firefighters with a portable supply of breathable air while protecting them from smoke, toxic gases, hazardous substances, and oxygen-deficient environments encountered during emergency operations. This equipment is essential for safely conducting fire suppression, search and rescue, and other emergency response activities. The purchase will ensure personnel have reliable respiratory protection and maintain the Department's operational readiness and commitment to firefighter safety.

PROCUREMENT / SELECTION PROCESS:

The procurement of Self-Contained Breathing Apparatus (SCBA) equipment will be conducted through BuyBoard Contract No. 798-26, in accordance with applicable purchasing contract provides an approved procurement method for acquiring the required equipment.

BUDGETARY IMPACT:

Funding for the purchase of Self-Contained Breathing Apparatus (SCBA) in the amount of \$815,405 has been allocated in the Fiscal Year 2027 budget. Therefore, the purchase can be funded within the approved FY2027 budget allocation and will not require additional funding beyond the amount already appropriated.

STAFF RECOMMENDATION:

Staff recommends approval.

MOTION:

I make a motion authorizing the City Manager to execute the purchase of replacement Self-Contained Breathing Apparatus (SCBA) equipment in the amount of \$815,405.

CITY COUNCIL REGULAR MEETING AGENDA COMMUNICATION
--

AGENDA DATE:	Tuesday, October 13, 2026, 7:00 PM
AGENDA CAPTION:	Authorize the City Manager to purchase a replacement Compressor for Self-Contained Breathing Apparatus (SCBA) equipment for \$278,289.
STAFF RESOURCE:	Jonathan Boyd, Fire Chief
BOARD/COMMISSION ACTION:	None
PREVIOUS COUNCIL ACTION:	None

BACKGROUND:

The Fire Department is requesting authorization to purchase a replacement Safeware compressor for the Self-Contained Breathing Apparatus (SCBA) equipment. The new SCBA equipment, also an agenda item in this meeting, is essential to various emergency operations; the purchase of the new compressor will assist in purifying the ambient air and compressing it to refill the SCBA tanks. The Safeware compressor is compatible with the replacement MSA SCBA equipment.

PROCUREMENT / SELECTION PROCESS:

The procurement of the SCBA compressor will be conducted through OMNIA Partners Contract #4400008468, in accordance with applicable purchasing contract provides an approved procurement method for acquiring the necessary equipment.

BUDGETARY IMPACT:

Funding for the purchase of the Safeware compressor has been allocated in the Fiscal Year 2027 budget. Therefore, the purchase can be funded within the approved FY2027 budget allocation and will not require additional funding beyond the proposed amount.

STAFF RECOMMENDATION:

Staff recommends approval.

MOTION:

I make a motion authorizing the City Manager to execute the purchase of a replacement SCBA compressor in the amount of \$278,289.

CITY COUNCIL REGULAR MEETING AGENDA COMMUNICATION

AGENDA DATE:	Tuesday, October 13, 2026, 7:00 PM
AGENDA CAPTION:	Authorize the City Manager to execute a contract with Sorinex Exercise Equipment, Inc., for Exercise Equipment at the new Allen Police Department Headquarters for \$252,973.
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 Construction of The New Allen Police Department Headquarters Project and established a total project budget of \$97,100,000. On February 10, 2026, City Council authorized the City Manager to execute a Change Order with CORE Construction Services of Texas for Access Controls on the New Allen Police Department Headquarters Project.

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. This proposed agreement will ensure the project is completed to the construction standards and specifications by engaging an independent laboratory to perform specialized inspections and materials testing.

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 budget plan, PDHQ will require exercise equipment for the gym and fitness area to be purchased outside of CORE's scope of work. Keeping this purchase outside of CORE's scope of work ensures best value by avoiding the markup as well as avoiding any potential conflicts morally with the finished product. The equipment will include all weights, bars, racks, machines, and accessories for the officers to maintain fitness.

To ensure the best value for this effort, four proposals were solicited and Sorinex Exercise Equipment was deemed best value for the equipment and installation.

PS2201 – Exercise Equipment Bids

Fit Supply, LLC (Bid alternate equipment from list)	\$ 188,983
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Sorinex Exercise Equipment	\$ 252,973
Venus Exercise Equipment	\$ 301,226
Marathon Fitness	Non-Responsive

The contract includes labor, equipment, setup, tuning, calibration and tuning of all equipment upon installation.

The overall project cost will not change because of this action. The purchase and installation of the exercise equipment was an exclusion from the CORE contract. This item was included as an Owner carrying cost in the original budget and will stay as such. Owner carrying costs are expenses within the project budget that accounts for several items that are 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 - CORE).

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, Commissioning, Misc. Expenses</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

PROCUREMENT / SELECTION PROCESS:

The contractor was selected through an RFP in accordance with the city and/or state purchasing requirements.

The City issued a Request for Proposal (“RFP”) #2026-7-67 to solicit responses from qualified vendors for Police Department Headquarter (PDHQ) Exercise Equipment on August 14, 2026.

- Four bids were obtained through the city bidding system.
- A scoring committee based on value, time, and experience was used for the selection process.
- Sorinex Exercise Equipment was the most responsive and best value for project scope.

BUDGETARY IMPACT:

The contract will utilize funds that have been programmed and budgeted in the proposed Capital Improvement Plan for the New Police Department Headquarters and can be found on page G-03 of the 2027-2031 CIP Book. This proposed expense is within the total approved budget, approved at \$97,100,000.

STAFF RECOMMENDATION:

Staff recommends approval.

MOTION:

I make a motion to authorize the City Manager to execute a Contract with Sorinex Exercise Equipment, Inc for Exercise Equipment for the New Allen Police Department Headquarters Project for \$252,973

CITY COUNCIL REGULAR MEETING AGENDA COMMUNICATION

AGENDA DATE:	Tuesday, October 13, 2026, 7:00 PM
AGENDA CAPTION:	Authorize the City Manager to execute a contract with Presidio Holdings, Inc., for network switches at the new Allen Police Department Headquarters for an amount not to exceed \$500,000.
STAFF RESOURCE:	Chris Flanigan, Engineering Director
BOARD/COMMISSION ACTION:	None
PREVIOUS COUNCIL ACTION:	February 11, 2025 - contract with CORE Construction Services of Texas for Construction of the new Allen Police Department Headquarters Project and established a total project budget of \$97,100,000. February 10, 2026 - Change Order with CORE Construction Services of Texas for Access Controls on the new Allen Police Department Headquarters Project.

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. This proposed agreement will ensure the project is completed to the construction standards and specifications by engaging an independent laboratory to perform specialized inspections and materials testing.

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 budget plan, PDHQ will require the addition of new IT switches to be done outside of CORE's scope of work. These new switches will ensure the facility is fully internet capable and ensure a smooth transition to the city network. Keeping this function outside of CORE's scope of work ensures best value by avoiding the markup as well as avoiding any potential conflicts morally with the finished product. The IT switches needed will include all switches for the main server room as well as the IDF rooms on each floor and in the SWAT area.

<u>Vendor</u>	<u>Price</u>	<u>Cooperative Contract</u>
Presidio Holdings Inc	Not to exceed \$500,000	DIR-CPO-5347 Cisco

The contract includes equipment and delivery of switches and Wireless Access Points (WAPs) to Allen City Hall with the installation to be completed by the IT Department when the building is ready.

The overall project cost will not change because of this action. The IT equipment and installation of work was an exclusion from the CORE contract. This item was included as an Owner carrying cost in the original budget and will stay as such. Owner carrying costs are expenses within the project budget that accounts for several items that are 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 - CORE).

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, Commissioning, 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

PROCUREMENT / SELECTION PROCESS:

The vendor was selected through cooperative agreement (Texas DIR-CPO-5347 Cisco) in accordance with the city and/or state purchasing requirements.

BUDGETARY IMPACT:

The contract will utilize funds that have been programmed and budgeted in the proposed Capital Improvement Plan for the New Police Department Headquarters and can be found on page G-03 of the 2027-2031 CIP Book. This proposed expense is within the total approved budget, approved at \$97,100,000.

STAFF RECOMMENDATION:

Staff recommends approval.

MOTION:

I make a motion to authorize the City Manager to execute a Contract with Presidio Holdings Inc. for network switches at the New Allen Police Department Headquarters Project for an amount not to exceed \$500,000.

CITY COUNCIL REGULAR MEETING AGENDA COMMUNICATION

AGENDA DATE:	Tuesday, October 13, 2026, 7:00 PM
AGENDA CAPTION:	Authorize the City Manager to execute contracts with Russ Bassett for Dispatch Consoles and furniture and with Wilson Bauhaus for office furniture, fixtures and equipment for the new Allen Police Department Headquarters Project for \$308,247 and \$1,565,474.
STAFF RESOURCE:	Chris Flanigan, Engineering Director
BOARD/COMMISSION ACTION:	None
PREVIOUS COUNCIL ACTION:	February 11, 2025 - contract with CORE Construction Services of Texas for Construction of the new Allen Police Department Headquarters Project and established a total project budget of \$97,100,000. February 10, 2026 - Change Order with CORE Construction Services of Texas for Access Controls on the new Allen Police Department Headquarters Project.

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. This proposed agreement will ensure the project is completed to the construction standards and specifications by engaging an independent laboratory to perform specialized inspections and materials testing.

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 budget plan, PDHQ will require office furniture, fixtures and equipment (FFE) to be purchased outside of CORE's scope of work. Keeping this purchase outside of CORE's scope of work ensures best value by avoiding the markup as well as avoiding any potential conflicts morally with the finished product. The FFE will include all desks, office chairs, workstations, tables and cabinets from Wilson Bauhaus. Wilson Bauhaus is part of the City of Allen shortlist for furniture purchases as they are part of several Cooperative Agreements.

Vendor

Price

Cooperative Contracts

Wilson Bauhaus	\$1,565,447	OMNIA #R240102 ESI OMNIA #R221001 HON OMNIA #R240117 JSI OMNIA #R240107 OFS OMNIA #R240113 OMNIA #07-128
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Also included in the FFE for the building is the addition of new furniture and stations for the dispatch center that is going on the third floor. Russ Bassett provides consoles, blue lights, cabinets and mounts for the systems as they are being watched by the dispatch team. Russ Bassett is part of a cooperative agreement EC07-23 which insures competitive pricing.

<u>Vendor</u>	<u>Price</u>	<u>Cooperative Contract</u>
Russ Bassett	\$308,247	HGACBUY #EC07-23

The contracts include labor, equipment, and set up of all equipment upon installation.

The overall project cost will not change because of this action. The purchase and installation of the FFE was an exclusion from the CORE contract. This item was included as an Owner carrying cost in the original budget and will stay as such. Owner carrying costs are expenses within the project budget that accounts for several items that are 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 - CORE.

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, Commissioning, Misc. Expenses</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

PROCUREMENT / SELECTION PROCESS:

The vendors were selected through cooperative agreements in accordance with the city and/or state purchasing requirements.

BUDGETARY IMPACT:

The contract will utilize funds that have been programmed and budgeted in the proposed Capital Improvement Plan for the New Police Department Headquarters and can be found on page G-03 of the 2027-2031 CIP Book. This proposed expense is within the total approved budget, approved at \$97,100,000.

STAFF RECOMMENDATION:

Staff recommends approval.

MOTION:

I make a motion to Authorize the City Manager to execute contracts with Russ Bassett for Dispatch Consoles and furniture and with Wilson Bauhaus for office furniture, fixtures and equipment at the New Allen Police Department Headquarters Project for \$308,247 and \$1,565,474

CITY COUNCIL REGULAR MEETING AGENDA COMMUNICATION

AGENDA DATE:	Tuesday, October 13, 2026, 7:00 PM
AGENDA CAPTION:	Authorize the City Manager to execute a contract with Garret Shields Infrastructure, LLC, for the Bridge Repair - Phase 3 project for \$233,190.
STAFF RESOURCE:	Chris Flanigan, Engineering Director
BOARD/COMMISSION ACTION:	None
PREVIOUS COUNCIL ACTION:	None

BACKGROUND:

Routine inspections of bridges and bridge class culverts are performed by TxDOT inspectors on 39 structures within the City of Allen. TxDOT inspectors use visual observation and field measurements, which are recorded as inspection reports. A bridge rating is developed, based on the findings, to summarize the urgency of attention needed.

The inspection reports and ratings are provided to the City to determine the best course of action, since the asset belongs to the City. Staff engaged a structural engineer, Teague, Nall & Perkins, Inc. (TNP) to examine two bridges that TxDOT identified as needing immediate attention, due to the amount of pavement settlement at the west end of the bridge, in the westbound direction that has created a ride-quality nuisance, which if left untreated could propagate into a safety concern. The affected bridge is on Bethany Drive spanning Watters Creek. Following the consultant's independent inspection, they determined the support subgrade for the bridge approach slab is no longer effective and the slab needs to be reconstructed. If left unresolved, the condition will only worsen and be more expensive to remediate in the future.

TNP has developed plans comprised of bridge approach slab construction, sidewalk construction, and crack/joint seal to prevent water intrusion, to correct and prevent future issues.

PROCUREMENT / SELECTION PROCESS:

Bids were solicited through Ionwave, Invitation for Bid #2026-6-60. Four (4) bids were received on August 27, 2026, proposing the necessary time to complete the project (in calendar days), as well as the bid amount. The bid price and calendar days for each bidder are summarized in the table below.

Bid 2026-3-42		
Contractor	Calendar Days	Bid Amount
GARRET SHIELDS INFRASTRUCTURE, LLC	36	\$ 233,190
MCMAHON CONTRACTING LP	95	\$ 350,365

CAPKO CONCRETE STRUCTURES, LLC	120	\$ 359,960
PRECISION ROAD SERVICES LLC	112	\$ 363,644

This project was competitively bid and publicly advertised, with terms for selection based on “best value.” Upon review of the price proposals, reference checks, past work experience of each bidder, and the time of completion bid on the project, it is recommended to award the contract to Garret Shields Infrastructure, LLC.

BUDGETARY IMPACT:

Since the need for this project was determined after the 2026-2030 CIP Book was published, the project budget is not defined in the CIP book. However, it is in the City’s best interest to complete these repairs in a timely manner, before conditions worsen and require additional effort to repair. The source of funding is project savings, aggregated from other projects that have been completed and the unspent funding reserved for urgent needs like this or use elsewhere in the Capital Improvement Program. The award itemization and funding source is shown in the tables below:

DR2502 – BRIDGE REPAIR PHASE 3 AWARD ITEMIZATION	
BID AMOUNT	\$ 233,190
TOTAL AWARD AMOUNT	\$ 233,190

STAFF RECOMMENDATION:

Staff recommends approval.

MOTION:

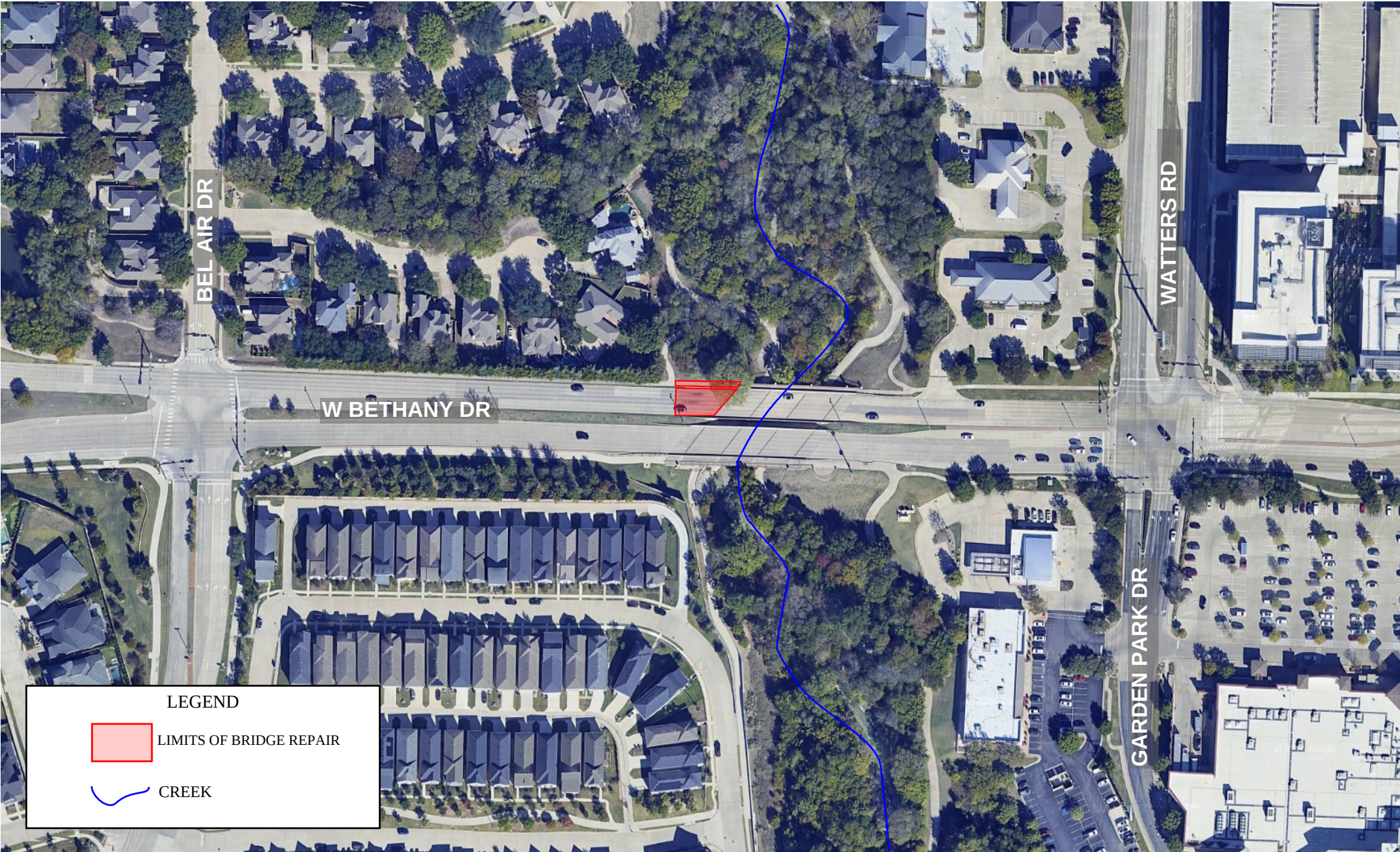
I make a motion to authorize the City Manager to execute a contract with Garret Shields Infrastructure, LLC. for the Bridge Repair Phase 3 Project for \$233,190.

Attachments

[Location map](#)



BRIDGE REPAIR PHASE 3 PROJECT
BETHANY DRIVE AT WATTER CREEK
CIP# ST2603



CITY COUNCIL REGULAR MEETING AGENDA COMMUNICATION
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AGENDA DATE:	Tuesday, October 13, 2026, 7:00 PM
AGENDA CAPTION:	Accept the resignation of Bryce Farlow and declare a vacancy in Place No. 6 on the Public Art Committee.
STAFF RESOURCE:	Shelley B. George, City Secretary
BOARD/COMMISSION ACTION:	On October 13, 2026, the Council Nominating Committee will meet to make a recommendation.
PREVIOUS COUNCIL ACTION:	None

BACKGROUND:

On September 29, 2026, Bryce Farlow submitted his resignation for his seat on the Public Art Committee. The Council Nominating Committee previously conducted interviews during the Annual Board Appointment Process and will bring forward a recommendation from its meeting held at 5:30 p.m. on October 13, 2026.

STAFF RECOMMENDATION:

Staff recommends approval.

MOTION:

I make a motion to accept the resignation of Bryce Farlow and appoint _____ to fill the unexpired term in Place No. 6 on the Public Art Committee.