

State of Texas	§	Court Order
Collin County	§	2026-065-01-12
Commissioners Court	§	

An order of the Commissioners Court approving the filing of the November 17, 2025 minutes.

On Monday, November 17, 2025, the Commissioners Court of Collin County, Texas, met in Regular Session in the Commissioners Courtroom, Jack Hatchell Collin County Administration Building, 4th Floor, 2300 Bloomdale Road, City of McKinney, Texas, with the following members present, and participating, to wit:

Judge Chris Hill  
Commissioner Cheryl Williams, Precinct 2  
Commissioner Darrell Hale, Precinct 3  
Commissioner Duncan Webb, Precinct 4

Absent:  
Commissioner Susan Fletcher, Precinct 1

Judge Hill led the Invocation.  
Commissioner Webb led the Pledge of Allegiance.  
Commissioner Williams led the Pledge of Allegiance to the Texas Flag.

Judge Hill called the Collin County Commissioners Court meeting to order at 1:30 p.m. The meeting recessed at 3:40 p.m. and promptly reconvened at 3:40 p.m. The meeting was recessed into Executive Session at 3:40 p.m. and reconvened at 4:34 p.m. Judge Hill adjourned the meeting at 4:39 p.m.

President Hill called to order the meeting of the Collin County Health Care Foundation at 4:39 p.m. and adjourned the meeting at 4:39 p.m.

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

1. AI-59174 Personnel Appointments, Human Resources.
2. AI-59175 Personnel Changes, Human Resources.

**FYI NOTIFICATION:**

1. AI-59108 P-Card Disbursements, Auditor.

**COMMISSIONERS COURT BUSINESS:**

**Public comments related to an item on the Agenda.**

KC McClain, Plano, said she had served in multiple election roles since 2012 and recently poll-watched at seven sites before serving as alternate judge on Election Day. She shared observations about hand-marked ballots and praised Mr. Kaleb Breau and the Elections Office for successfully managing a difficult election period with effective training and preparation. (Time: 1:32 p.m.)

Judge Hill recessed the meeting at 1:32 p.m. and reconvened at 1:42 p.m.

Ms. McClain continued by saying voters and poll workers generally opposed hand-marked ballots, noting frequent marking errors that most voters chose not to correct, leaving some votes uncounted. She added that the longer printing and completion time could discourage participation and urged the Court to be cautious when considering voting process changes. (Time: 1:44 p.m.)

Lee Moore, Fairview, urged the Court to appoint qualified ESD (Emergency Services District) Board members with financial, policy, and first responder experience, cautioning that the District could become a long-term tax. She also encouraged considering alternatives like sales tax and asked the Court to seek wider citizen input before making appointments. (Time: 1:46 p.m.)

Kevin Rohr, Farmersville, said that funding gaps forced the City to reduce Fire Department support for unincorporated areas, where most growth occurs. He stressed the importance of appointing ESD Board Members based on true data and with local fire department knowledge to make informed, cost-effective decisions, as costs vary widely between districts. (Time: 1:48 p.m.)

Brandon Stacks, McKinney, thanked the Court and those who sought clarification on his previous comments, emphasizing that the ESD passed with nearly 75% of votes. He said citizens expect a Board that prioritizes accountability, excellent service, and efficiency, and urged the Court to appoint members who serve the best interests of the district's residents. (Time: 1:49 p.m.)

1. **Consent Agenda Items:** Judge Hill opened the floor for comments on the consent agenda. Commissioner Webb pulled 1j8 and 1j9. Judge Hill pulled 1j10. Commissioner Hale pulled item 1j13.

With no further comments, a motion was made to approve the remainder. (Time: 1:50 p.m.)

Motion by: Commissioner Cheryl Williams

Second by: Commissioner Darrell Hale

Vote: 4-0 Passed

a. **AI-59166** Disbursements for the period ending November 6, 2025, Auditor.

COURT ORDER NO. 2025-1232-11-17

b. **AI-59167** Indigent Defense Disbursements, Auditor.

COURT ORDER NO. 2025-1233-11-17

c. **AI-59140** Tax Refunds totaling \$22,472.28, Tax Assessor-Collector.

COURT ORDER NO. 2025-1234-11-17

d. **Advertisement(s):**

1. **AI-59141** Generator Replacement for Collin County Adult Detention Facility (CCADF) Lower B (Contract No. 2026-063), Facilities.

COURT ORDER NO. 2025-1235-11-17

2. **AI-59142** Generator Replacement for Collin County Adult Detention Facility (CCADF) Cluster 1 (Contract No. 2026-065), Facilities.

COURT ORDER NO. 2025-1236-11-17

3. **AI-59137** Inmate Communication Solution (RFP 2026-011), Sheriff.

COURT ORDER NO. 2025-1237-11-17

e. **Award(s):**

1. **AI-59115** Real Estate Brokerage Services (RFP No. 2025-270) and further authorize the Purchasing Agent to finalize and execute all associated documents for same, Administrative Services.

COURT ORDER NO. 2025-1238-11-17

**f. Agreement(s):**

1. **AI-59084** Memorandum of Understanding with the Collin County Medical Examiners Office and the Texas Emergency Medical Task Force (Agreement No. 2026-061), Medical Examiner.

**COURT ORDER NO. 2025-1239-11-17**

2. **AI-59098** Interlocal Agreement for Child Abuse Investigation Services and Law Enforcement Services (Contract No. 2025-396) with Blue Ridge ISD through and including September 30, 2027, Sheriff.

**COURT ORDER NO. 2025-1240-11-17**

**g. Amendment(s):**

1. **AI-59120** No. 5 to Jail Services (Contract No. 2020-343) with the City of McKinney to extend the contract for one (1) year through and including September 30, 2026, make various changes to the contract and further authorize the purchasing agent to finalize and execute same, Sheriff.

**COURT ORDER NO. 2025-1241-11-17**

**h. Contract Renewal(s):**

1. **AI-59129** Vending Services (IFB No. 2021-230) with SPG Vending Solutions, LLC to extend the contract for one (1) year through and including November 30, 2026, Administrative Services.

**COURT ORDER NO. 2025-1242-11-17**

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

1. **AI-59143** October 27, 2025.

**COURT ORDER NO. 2025-1243-11-17**

**j. Miscellaneous:**

1. **AI-59165** Acknowledgment of the issuance of a loan facilitated by the Tarrant County Cultural Education Facilities Corporation Hospital Revenue Bonds (Baylor Scott & White Health Project) Series 2026 and related matters, Administrative Services.

**COURT ORDER NO. 2025-1244-11-17**

2. **AI-59164** Acknowledgment of the issuance of a loan facilitated by the Tarrant County Cultural Education Facilities Corporation Hospital Revenue Bonds (Methodist Hospitals of Dallas) Series 2026 and related matters, Administrative Services.

**COURT ORDER NO. 2025-1245-11-17**

3. **AI-59200** Letter of engagement for legal services (Agreement No. 2026-073) with Bickerstaff, Heath, Delgado, Acosta, LLP and grant an exemption from the bid process per Texas Local Government Code 262.024(a)(4), and further authorize the Purchasing Agent to finalize and execute same, Administrative Services.

**COURT ORDER NO. 2025-1246-11-17**

4. **AI-59123** Grant application for the Veteran's Mental Health grant through the Texas Veterans Commission, Budget.

**COURT ORDER NO. 2025-1247-11-17**

5. **AI-59124** Grant application for the FY2027 North Texas Veteran Treatment Court Grant through the Texas Veterans Commission, Budget.

**COURT ORDER NO. 2025-1248-11-17**

6. **AI-59125** Grant application for the FY2027 General Assistance Grant through the Texas Veterans Commission, Budget.

**COURT ORDER NO. 2025-1249-11-17**

7. **AI-59126** Grant application for the FY2027 Misdemeanor Veterans Treatment Court Grant through the Texas Veterans Commission, Budget.

**COURT ORDER NO. 2025-1250-11-17**

8. **AI-59127** Grant application for the FY2026 Bullet Resistant Components for Law Enforcement Vehicles Grant for Collin County Sheriff's Office, through the Office of the Governor, Budget.

Commissioner Webb outlined the grant application for bullet-resistant upgrades on 24 Sheriff and 36 Constable vehicles, noting a potential \$600,000 budget impact if replacements are needed and raised questions about equipment reuse after accidents. Commissioner Hale supported applying for the grant, emphasizing that submission does not obligate acceptance and allows time to review long-term costs. Judge Hill and Budget Director Monica Arris discussed the grant, with Ms. Arris noting she would verify replacement requirements. The Court deferred any decision on accepting awarded funds for a future date to be determined. With no further discussion, a motion was made to accept the item. (Time: 1:57 p.m.)

Motion by: Commissioner Cheryl Williams

Second by: Judge Chris Hill

Vote: 4-0 Passed

**COURT ORDER NO. 2025-1251-11-17**

9. **AI-59128** Grant application for the FY2026 Bullet Resistant Components for Law Enforcement Vehicles Grant for Constable, Precinct 1, 2, 3, and 4 through the Office of the Governor, Budget.

This item was discussed and voted on in 1j8.

**COURT ORDER NO. 2025-1252-11-17**

10. **AI-59085** Canvass the results of the November 4, 2025 General and Special Elections, Elections.

Kaleb Breaux, Elections Administrator, reported 117,755 ballots cast across 14 jurisdictions, 41 Early Voting sites, and 91 Election Day sites. He said in order to prepare for the November 4 election, over 1,000 workers received training emphasizing hands on experience with new equipment. Mr. Breaux reported that a post-election hand-count audit of 66,565 ballots found no discrepancies. He noted that while minor issues with printers, lines, and environmental factors occurred, the County is working with vendors and staff to improve processes and training for future elections.

Judge Hill inquired about rising turnout percentages, and Mr. Breaux attributed the increase to local elections such as the ESD (Emergency Services District) creation and city charter amendments boosting participation. Judge Hill then asked about voter distribution at high-turnout Election Day sites, noting nearby alternate locations. Mr. Breaux provided detailed numbers showing that many voters used nearby sites, highlighting that multiple options exist. Judge Hill suggested improving voter awareness of these alternative sites.

Judge Hill and Mr. Breaux discussed printer delays, with Mr. Breaux noting that machine-marked ballots had taken 19–22 seconds to print, while the new process required about 35 seconds. He said they were considering shifting printing to the check-in stage and using best practices from high-volume sites. Judge Hill emphasized resolving software, hardware, and environmental issues before higher-turnout elections and confirmed with Mr. Breaux that Secretary of State Guidance on barcode-based machines had not changed.

Commissioner Hale stated that election judges praised the new check-in process and poll books as fast and effective. He noted concerns about slower ballot printing when printers were not warmed up, minor complaints about textured tables, but overall voters were able to cast ballots accurately and were satisfied. Commissioner Hale said he looked forward to solutions that will improve printing speed. Commissioner Webb said that most of his feedback also concerned printer issues, and noted that many older voters in his precinct struggled with the small bubble size on ballots.

Commissioner Hale added that some voters were confused by the upfront question about requiring assistance, noting that those with dexterity or vision challenges are able to use the touchscreen, but clearer communication was needed. Mr. Breaux explained that the assistance question was required by a new State form to track voters needing help from a poll worker and that the information is flagged in the poll book. Judge Hill clarified that the question did not pertain to touchscreen use, which voters must request, and Mr. Breaux confirmed that touchscreens were available at every location.

Commissioner Williams noted that voters struggle with small print on long ballots and asked how readability could be maintained. Mr. Breaux said the County would need more flexible ballot design with State and vendor approval to use multi-sheet ballots so font sizes could remain larger. With no further discussion, a motion was made to approve accepting canvass votes as presented. (Time: 2:19 p.m.)

Motion by: Commissioner Cheryl Williams

Second by: Commissioner Duncan Webb

Vote: 4-0 Passed

COURT ORDER NO. 2025-1253-11-17

11. AI-59138 Blood drive with the Carter BloodCare Donation Bus in front of the Russell Steindam Courthouse on December 5, 2025 from 8:30 a.m. to 4:00 p.m., and further waive fee requirements, Facilities.

COURT ORDER NO. 2025-1254-11-17

12. AI-59173 Personnel Appointments, Human Resources.

COURT ORDER NO. 2025-1255-11-17

13. AI-59176 Personnel Changes, Human Resources.

Commissioner Hale congratulated Kyle Wheatley, Marcia Kunz, Niceforo Mendoza, Stephanie Rodriguez, Timothy O'Connor for receiving promotions. With no further comments, a motion was made to approve the agenda item. (Time 1:56 p.m.)

Motion by: Commissioner Darrell Hale

Second by: Commissioner Duncan Webb

Vote: 4-0 Passed

COURT ORDER NO. 2025-1256-11-17

2. **General Discussion Items:**

**Presentation, discussion and any action regarding:**

a. AI-59184 Emergency Services District Update, Administrative Services

Yoon Kim, County Administrator, reviewed the creation of Collin County ESD (Emergency Services District) Number One, noting that following a February 2025 citizen petition, the November 4 election passed with 72.56% approval though several city ETJs including Celina were excluded. He explained that the Court must canvass the votes, approve the court order creating the District, and appoint the initial five-member ESD board with staggered terms before January 1, 2026. Mr. Kim further stated that the ESD Board will set a tax rate capped at 10 cents, adopt a budget by October 1, 2026, and collect taxes from November 2026 to January 2027. Judge Hill asked if the court order needed to be signed today, and Mr. Kim replied it would be prepared for a future Court session.

Commissioner Hale asked about fire service for areas whose voters opted out of the ESD or were excluded. Mr. Kim explained that the ESD cannot serve areas outside its boundaries, so those areas must secure fire protection through volunteer departments or agreements with nearby cities. Judge Hill noted that examples of both approaches exist, leaving the decision to each community. Commissioner Hale asked how excluded areas or those that change their minds could join the ESD in the future, and Mr. Kim said the Health and Safety Code allows for annexation into the ESD.

Judge Hill confirmed that the Court's role is to appoint the five ESD board members in a properly posted open meeting. He noted that an application had been emailed to the public, with several submissions already received, and encouraged Commissioners to share and promote the opportunity. Commissioner Williams asked if each Court member would appoint one board member. Commissioner Hale said the approach should be decided collectively but supported Judge Hill's method of reviewing public applications to ensure a broad pool of candidates. Commissioner Webb expressed interest in seeing the applicants.

**NO ACTION**

b. AI-58975 Children's Advocacy Center Update, County Judge.

Dan Powers, Chief Executive Officer of the CAC (Children's Advocacy Center) of Collin County, thanked the Commissioners Court for their support and highlighted the CAC's mission to protect and support abused children. He noted a smooth leadership transition and emphasized the Center's multidisciplinary approach, including forensic interviews, family advocacy, trauma-focused therapy, and community education.

Mr. Powers explained that in the past year, the CAC served over 4,500 clients, provided therapy and advocacy services, and supported children through holiday and back-to-school programs. He highlighted that 81% of funding goes directly to services, and partnerships with the Sheriff's Office and District Attorney's Office to ensure high accountability for offenders. Mr. Powers stressed the importance of restoring children's voices and thanked the community for its continued support.

With no further discussion, Judge Hill invited all CAC supporters to come forward for a photo.  
(Time: 2:44 p.m.)

**NO ACTION**

Judge Hill recessed the meeting at 2:44 p.m. and reconvened at 2:51 p.m.

c. AI-59093 LifePath Systems update, Administrative Services.

Tammy Mahan, Chief Executive Officer of LifePath Systems, updated the Court on local Mental Health and Intellectual/Developmental Disabilities services, reporting that roughly 80% of funding comes from State and Federal sources, 5% from the County, and 15% from Medicaid, Medicare, and other sources. She noted challenges with stagnant state revenue for outpatient services, the temporary boost from pandemic-related Federal funding, and highlighted new initiatives including Co-Responder and Youth Crisis Outreach programs. Ms. Mahan also explained the Bloomdale Campus relocation as well as plans to convert the former 1416 N. Church St. facility into a Mental Health hub for individuals with housing instability, particularly those leaving jail.

Rick Crawford, LifePath Systems Board Member, thanked the Commissioners for their long-standing support of the organization's mission in Collin County and presented awards to recognize their contributions, with Judge Hill inviting them to gather for a photo by the flags after the presentations. (Time: 3:08 p.m.)

**NO ACTION**

d. AI-59109 Resolution and Update to Human Resources Policies and Procedures, Administrative Services.

Russell Schaffner, Deputy County Administrator, presented a revised resolution prompted by Commissioner Webb's budget concerns. Key updates included changing references from "County" to "Court" for greater clarity and specifying that overpaid employees must enter into to a repayment agreement within 14 days of the employee being notified and will be ineligible for pay increases until the overpayment has been repaid. Commissioner Webb expressed support, noting past costly errors when advice from Human Resources or Information Technology was disregarded.

With no further discussion, a motion was made to approve the item as presented. (Time: 3:11 p.m.)

Motion by: Commissioner Duncan Webb  
Second by: Commissioner Cheryl Williams  
Vote: 4-0 Passed

**COURT ORDER NO. 2025-1257-11-17**

e. AI-59116 New Tax Law update, Human Resources.

Cynthia Jacobson, HR Director, briefed the Court on the 2025–2028 OBBBA (One Big Beautiful Bill Act) Federal overtime tax law, affecting 84 hour law enforcement and juvenile shifts and requiring FLSA (Fair Labor Standards Act) compliant payroll adjustments. She presented four overtime handling options and requested Court guidance to implement a system by January 1, 2026. Commissioner Hale asked about the system impact of Option Four, and Ms. Jacobson explained that Option Four requires more initial system programming than other options, but once set up, it runs like the current 84-hour system. Judge Hill and Ms. Jacobson clarified that the Court can adopt a no-overtime policy, require compensatory time to be used before PTO (Paid Time Off, and set a budgeted overtime limit for officials, with any excess hours accruing as compensatory time.

The Court discussed managing compensatory time and PTO. Judge Hill suggested a practical policy requiring employees to use compensatory time before PTO to control growing compensatory balances and overall costs, with Ms. Jacobson noting the current approach only reviews compensatory balances annually. Ms. Jacobson confirmed legal limits of 480 hours for law enforcement and 240 hours for others, and that unused compensatory must be paid out, while PTO payout is discretionary. The Court then discussed staffing impacts and policy alignment with federal law.

With no further discussion, a motion was made to approve Option Four with the condition that compensatory time be used before PTO. (Time: 3:33 p.m.)

Motion by: Commissioner Darrell Hale  
Second by: Commissioner Duncan Webb  
Vote: 3-1 Passed  
Nay: Commissioner Cheryl Williams

**COURT ORDER NO. 2025-1258-11-17**

f. AI-59122 Discontinuation of the Group Long-Term Care policy, Human Resources.

Cynthia Jacobson informed the Court that the County’s Long-Term Care policy would no longer accept new employees after February 1, though current participants could remain covered and make the plan portable at their own cost if they separate. She noted the County’s annual cost was about \$270,000, with low per-employee rates, and requested direction on whether to continue or discontinue the plan. Judge Hill confirmed current employees could stay on the plan, and premiums would remain portable.

(Time: 3:39 p.m.)

**NO ACTION**

g. AI-59111 Amendment No. 7 to Insurance, Long Term Care (RFP No. 07710-09) with Unum Life Insurance Company of America to extend the contract through and including December 31, 2026, add new language to the term, and further authorize the Purchasing Agent to finalize and execute same, Human Resources.

This item was discussed in 2f.

A motion was made to approve the item as presented. (Time: 3:39 p.m.)

Motion by: Judge Chris Hill

Second by: Commissioner Duncan Webb

Vote: 4-0 Passed

COURT ORDER NO. 2025-1259-11-17

h. AI-59121 Position change request from Facilities Tech Coordinator (537) to Functional Analyst (538), Human Resources.

HELD

i. AI-59163 Assign one (1) County Car Pool Car to the District Clerk, District Clerk.

HELD

j. AI-59015 Creation of one (1) new Deputy District Clerk II position and budget amendment for same, District Clerk.

This item was discussed during Executive Session. (Time: 3:40 p.m.)

COURT ORDER NO. 2025-1260-11-17

k. AI-59135 Regional Transportation Council monthly update, Commissioner, Precinct 4

Commissioner Webb provided an update on the Federal Railroad Administration Corridor Identification Program and the Federal Transit Administration National Environmental Policy Act Initiative, both approved to continue, and the McKinney Passenger Rail Corridor (Plano–McKinney Red Line extension), which was delayed pending the City of Plano’s May election. He also shared that Texas is projected to grow by 8.6 million people by 2050, with 42% of that growth in the DFW area (3.7 million), estimating that Collin County could represent about a third of this increase, underscoring the considerable impact on roads, mobility, facilities, services, and law enforcement. (Time: 4:39 p.m.)

NO ACTION

3. Executive Session Items:

Judge Hill recessed Commissioners Court into Executive Session at 3:40 p.m. in accordance with Chapter 551 of the Government Code, to discuss the following subjects:

**Security (551.074)**

**AI-59015** Creation of one (1) new Deputy District Clerk II position and budget amendment for same, District Clerk.

With no further comments, a motion was made to approve the item as presented. (Time: 4:34 p.m.)

Motion by: Commissioner Cheryl Williams

Second by: Commissioner Duncan Webb

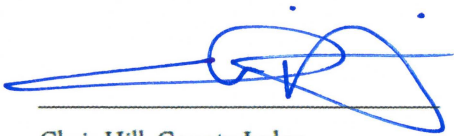
Vote: 3-1 Passed

Nay: Commissioner Darrell Hale

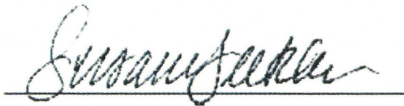
**NO ACTION**

**Public Comments not related to an item on the Agenda.**

There being no further business of the Court, Judge Hill adjourned the meeting at 4:39 p.m.



Chris Hill, County Judge



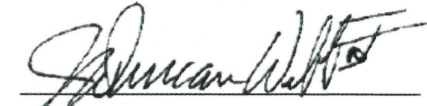
Susan Fletcher, Commissioner, Pct 1

**Not Present**

Cheryl Williams, Commissioner, Pct 2



Darrell Hale, Commissioner, Pct 3



Duncan Webb, Commissioner, Pct 4



ATTEST: Stacey Kemp, County Clerk