



COLLIN COUNTY

Administrative Services
2300 Bloomdale Road
Suite 4192
McKinney, Texas 75071
972-548-4675
www.collincountytx.gov

To: Commissioners Court

From: Russell Schaffner, Deputy County Administrator

Date: June 4, 2026

Re: Approval of FY 26 Permanent Improvement Project for County Clerk
record safety and security purposes

Staff requests the creation of an additional FY 26 permanent improvement project for the County Clerk's record safety and security project. The project consists of security cameras and microphones and speakers in the County Clerk's McKinney and Plano Offices. The microphones and speakers allow for appropriate communication between the County Clerk staff and the public who are seeking access to the records systems managed by the County Clerk, as they distribute forms, reports, and correspondence, and allow individuals to access the County Clerk's records systems.

The security cameras will provide protection of essential and permanent records. The security cameras create a record of individuals who are seeking access to the Clerk's record systems. If an individual's actions as they access said systems are determined to be malicious or illegal, a record of that individual's actions in the Clerk's office can be produced; thereby, preserving the Clerk's records and properly managing the Clerk's record keeping systems.

This project is an eligible use of the County Clerk's Records Management and Preservation Fund.