

25-2419



TITLE: Consider/Discuss/Act on a Resolution Authorizing the City Manager to Execute a Contract with Collin County Elections Administration to Conduct the May 3, 2025 General Election and Authorizing a Joint Election Agreement with McKinney Independent School District, Collin College, and the Various Other Joint Election Participants

COUNCIL GOAL: Operational Excellence

MEETING DATE: February 4, 2025

DEPARTMENT: City Secretary

CONTACT: Empress Drane, City Secretary
Tenitrus Bethel Parchman, Deputy City Secretary

RECOMMENDED CITY COUNCIL ACTION: Approve Resolution

ITEM SUMMARY:

- This Resolution will authorize the Collin County Elections Administrator to conduct
 - the City Council General Election for Mayor and City Council Members for
 - District 1,
 - District 3, and
 - At Large #1,
 - a Run-Off Election for Council Member(s) if necessary.
- The following services will be provided by the County: retention, training and compensation of election workers; election equipment, supplies and tabulation of election results; conduct joint early voting by mail and in person; and joint election day voting.
- The City will be responsible for the following: calling the May 3, 2025 General Election; posting and publication of election notices; and official canvass of the election results.

- This Resolution also authorizes the consolidated Joint Election Agreement for the May 3, 2025 Elections of City of McKinney, McKinney Independent School, Collin College, and other entities within Collin County, Texas.
- The Joint Election Agreement will allow McKinney voters to be provided with a joint ballot that will include the City of McKinney, McKinney Independent School District, Collin College, and any other applicable ballot items.
- The Joint Election Agreement will allow for shared costs associated with the holding of this election.
- The Joint Election will allow eligible voters of McKinney, Texas, to vote at any of the Early Voting / Election Day Voting locations utilized by the Joint Election Participants under contract with the Collin County Elections Administration (CCEA).
- Election Day Voting will be conducted 7 a.m. to 7 p.m. on Saturday, May 3, 2025.
- Early voting will be conducted as follows:

Monday, April 21 no voting due - San Jacinto Day (State holiday)
 Tuesday, April 22 to Saturday, April 26 8:00 a.m. until 5:00 p.m.
 Sunday, April 27 no voting
 Monday, April 28 to Tuesday, April 29 7:00 a.m. until 7:00 p.m.
 Wednesday, April 30 to Friday, May 2 no voting

FINANCIAL SUMMARY:

- The City’s estimated election cost for services contracted through the CCEA is \$104,239.52.
- A deposit payment equal to 10% of the estimated cost is due to the CCEA by March 28, 2025.
- The CCEA will provide a final report of the total actual costs. The city will either invoice for any outstanding balance or issued a refund of any unused amounts.
- Additional election costs of approximately \$10,000 related to translation services, publication and distribution of a voter’s information guide, advertisements, and legal notices, are not included in this contract.
- Election expenses are allocated in the General Fund / Non-Departmental budget account 001-9999-403-8516.

BOARD OR COMMISSION RECOMMENDATION: N/A

SUPPORTING MATERIALS:

[Resolution](#)

[Contract](#)