

ORDINANCE NO. 1160-2025-08

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ANNA, TEXAS, ORDERING A SPECIAL ELECTION TO BE HELD ON NOVEMBER 4, 2025 FOR VOTERS TO DECIDE PROPOSITIONS WITH CERTAIN AMENDMENTS TO THE CITY OF ANNA, TEXAS HOME-RULE CHARTER; DESIGNATING POLLING PLACES; ORDERING NOTICES OF ELECTION TO BE GIVEN; AUTHORIZING EXECUTION OF JOINT ELECTION CONTRACTS; PROVIDING A REPEALING CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.

**WHEREAS**, in accordance with the general laws and Constitution of the State of Texas, the City of Anna, Texas Home-Rule Charter ("Charter") and applicable City ordinances, a special election on propositions of amendments to the Charter is to be held on November 4, 2025; and

**WHEREAS**, November 4, 2025 is the first Tuesday following the first Monday in November and the next uniform election date; and

**WHEREAS**, it is necessary that the City Council of the City of Anna order a special election to be held on the November 4, 2025, from 7:00 a.m. to 7:00 p.m., for the purpose of voters to decide on amendments to the Charter; and

**WHEREAS**, the election shall be administered by the Collin County Elections Administrator in accordance with the provisions of the Texas Election Code, the Charter of the City of Anna; and

**WHEREAS**, the City of Anna accepts Collin County Election Administration's use of the direct record and optical scan voting systems, which have been certified by the Secretary of State in accordance with the Texas Election Code and approved by the United States Department of Justice;

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ANNA, TEXAS:**

**SECTION 1. ELECTION ORDER FOR SPECIAL ELECTION ON MEASURES PROPOSING AMENDMENTS TO THE CHARTER**

A special election is hereby ordered to be held by the City of Anna, Texas, on Tuesday, November 4, 2025, for the purpose of proposing certain amendments to the Charter. Polling locations for the election will be determined in the Joint Election Contract with Collin County Elections Administrator. The polling locations shall be open between the hours of 7:00 a.m. and 7:00 p.m. the date of the election. The election will be conducted in accordance with the Texas Election Code, the above-referenced Election Agreement, and applicable City ordinances.

## **SECTION 2. PROPOSITIONS TO AMEND THE CITY OF ANNA, TEXAS HOME RULE CHARTER**

**SECTION 2.1** The ballot propositions for the measures to be voted on shall include Proposition A, Proposition B, Proposition C, Proposition D, Proposition E, Proposition F, Proposition G, Proposition H, Proposition I, Proposition J, Proposition K, Proposition L, Proposition M, Proposition N, Proposition O, Proposition P, Proposition Q, Proposition R, and Proposition S, as set forth in this ordinance as follows:

### ***Proposition A – City of Anna, Texas***

*Shall the City of Anna, Texas Home-Rule Charter be amended to set the term of office of Mayor and City Council to four years with staggered terms and term limits of no more than two consecutive full terms?*

### ***Proposition B – City of Anna, Texas***

*Shall the City of Anna, Texas Home-Rule Charter be amended to require the City Council to adopt a written resolution after giving notice and holding a hearing before the Mayor or a Council member's seat becomes vacant for absenteeism or is forfeited due to ceasing to possess required qualifications of office?*

### ***Proposition C – City of Anna, Texas***

*Shall the City of Anna, Texas Home-Rule Charter be amended to make City ordinances become effective after publishing or posting the ordinance once instead of twice?*

### ***Proposition D – City of Anna, Texas***

*Shall the City of Anna, Texas Home-Rule Charter be amended to require that the public have access to The Anna City Code of Ordinances, the Charter, ordinances and amendments on the City's website?*

***Proposition E – City of Anna, Texas***

*Shall the City of Anna, Texas Home-Rule Charter be amended to allow for an additional six-month extension for the City Manager to reside within the City?*

***Proposition F – City of Anna, Texas***

*Shall the City of Anna, Texas Home-Rule Charter be amended to give administrators and bailiffs of the municipal court authority to carry out their duties in accordance with state law?*

***Proposition G – City of Anna, Texas***

*Shall the City of Anna, Texas Home-Rule Charter be amended to require candidates for elective City offices to file a petition with a minimum number of signatures supporting the candidate in compliance with the Texas Election Code?*

***Proposition H – City of Anna, Texas***

*Shall the City of Anna, Texas Home-Rule Charter be amended to require publication of a public hearing on a proposed budget once instead of twice?*

***Proposition I – City of Anna, Texas***

*Shall the City of Anna, Texas Home-Rule Charter be amended to require a multi-year capital program as part of the City's annual budget?*

***Proposition J – City of Anna, Texas***

*Shall the City of Anna, Texas Home-Rule Charter be amended to require that the City's entire annual audit be published on the City's website?*

***Proposition K – City of Anna, Texas***

*Shall the City of Anna, Texas Home-Rule Charter be amended to allow City boards and commissions to send meeting minutes of their proceedings to the City Council within six weeks instead of three weeks?*

***Proposition L – City of Anna, Texas***

*Shall the City of Anna, Texas Home-Rule Charter be amended to set staggered three-year terms of office for board and commission members with term limits of two consecutive full terms and to allow the City Council to designate the terms of committees?*

***Proposition M – City of Anna, Texas***

*Shall the City of Anna, Texas Home-Rule Charter be amended to require City boards and commissions to hold an annual organizational meeting in February?*

***Proposition N – City of Anna, Texas***

*Shall the City of Anna, Texas Home-Rule Charter be amended to eliminate the position of Secretary of the City's Planning & Zoning Commission?*

***Proposition O – City of Anna, Texas***

*Shall the City of Anna, Texas Home-Rule Charter be amended to require meeting minutes of the City's Planning & Zoning Commission to be approved within three subsequent meetings and be kept by the City Secretary as public records in accordance with state law?*

***Proposition P – City of Anna, Texas***

*Shall the City of Anna, Texas Home-Rule Charter be amended to require the City's Planning & Zoning Commission to adopt its own rules of procedure and submit them to the City Council without requiring recommendations from the City Manager?*

***Proposition Q – City of Anna, Texas***

*Shall the City of Anna, Texas Home-Rule Charter be amended to require revisions to the City's Comprehensive Plan to be adopted by ordinance with no deadline?*

***Proposition R – City of Anna, Texas***

*Shall the City of Anna, Texas Home-Rule Charter be amended to require that proposed deviations from the City's Comprehensive Plan be reviewed by the City's Planning & Zoning Commission (P&Z) and that the P&Z make recommendations related to the revisions to the City Council before a final decision by the City Council?*

***Proposition S – City of Anna, Texas***

*Shall the City of Anna, Texas Home-Rule Charter be amended to forbid any officer, board member, of the City from having a substantial interest in a contract with the City or the sale of any land, materials, supplies or services to the City?*

**SECTION 2.2** For the purposes of **Proposition A**, it is proposed that Section 3.01 and Section 5.02(c) of the Charter be amended as follows (additions are indicated by Text; deletions by ~~Text~~):

**§ 3.01. Composition, Terms, Term Limits.**

- (a) The City Council includes a "Mayor" and six "Council Members" elected under the Place System, with there being Places 1, 2, 3, 4, 5 and 6. The Mayor and each Council Member

are elected at large, and unless sooner removed under the provisions of this Charter, serve for a term of no longer than ~~three-four~~ years. All of the City Council holding office at the time of passage of this Charter or any amendments to this Charter may continue to hold their respective office until the ~~respective term for which they were elected expires~~next general election for such office.

- (b) Terms of the Council Members and the Mayor are staggered and the staggering of terms will be initiated as follows so that general elections for the offices of Mayor and Council Members will occur only in odd-numbered years:
- (1) in the May 2013-2026 general election, voters will elect Council Members for Places 2, 4, 3 and 65, each for ~~three-four~~-year terms;
  - (2) in the May 2014-2027 general election, voters will elect Council Members for Places 13 and 5, and the Mayor, each for ~~three-four~~-year terms;
  - (3) in the May 2015-2028 general election, voters will elect a Council Member for Places 2, 4 and 61 and the Mayor, each for ~~three-four~~-year terms; and
  - (4) there will be no general election in May 2029 and all subsequent ~~regular general~~ City Council and Mayoral elections will be for ~~three-four~~-year terms.

(c) Beginning with offices filled in the May 2026 general election:

- (1) no person shall serve more than two consecutive full terms as a Council Member regardless of which place is held by such person; and
- (2) no person shall serve more than two consecutive full terms as Mayor.

(d) For purposes of subsection (c):

- (1) a consecutive full term does not include any full or partial term that began before May 2026; and
- (2) a partial term is not counted as a consecutive full term unless the person serves at least 12 months and their office becomes vacant during the last 12 months of the term.

## § 5.02. Filing for Office.

- (c) If an incumbent elected City official elected to serve a ~~three-four~~-year term shall announce their candidacy, or shall in fact become a candidate, in any General, Special or Primary Election, for any office of profit or trust under the laws of this State or the United States other than the office then held, at any time when the unexpired term of the office then held shall exceed one year, such announcement or such candidacy shall constitute an

automatic resignation of the office then held, and the vacancy thereby created shall be filled under this Charter in the same manner as other vacancies for such office are filled.

**SECTION 2.3** For the purposes of **Proposition B**, it is proposed that Section 3.05 of the Charter be amended as follows (additions are indicated by Text; deletions by ~~Text~~):

**§ 3.05. Vacancies, Forfeiture and Filling of Vacancies.**

- (a) The office of a Council Member or the Mayor becomes vacant upon death, resignation, forfeiture of, or removal from office by any manner authorized by law.
- (b) If any Member of the City Council ~~or the Mayor~~ is absent from three consecutive regular meetings, without explanation acceptable to a majority of the remaining Council Members, his or her office becomes vacant at the next regular meeting of the City Council by written resolution ~~after such person is provided with notice and the opportunity to be heard~~.
- (c) ~~Any~~If any person on the City Council ~~or the Mayor~~who ceases to possess the required qualifications for office or ~~who~~ is convicted of a felony or of a misdemeanor involving moral turpitude or is convicted of violating any state laws regulating conflicts of interest of municipal officers must forfeit his or her office. Every forfeiture must be declared ~~by written resolution of and enforced by~~ the City Council ~~after such person is provided with notice and the opportunity to be heard~~.

**SECTION 2.4** For the purposes of **Proposition C**, it is proposed that Section 3.13(b) of the Charter be amended as follows (additions are indicated by Text; deletions by ~~Text~~):

- (b) Every ordinance is effective upon adoption or at any later time(s) specified in the ordinance, except that every ordinance imposing any penalty, fine or forfeiture is effective only after having been published ~~twice~~ in its entirety or summary form after adoption, in a newspaper designated as the official newspaper of the City. Notwithstanding the foregoing and to the extent state law provides for an applicable alternate method for publication, the City may forgo newspaper publication and publish ~~or post~~ the ordinance or its caption in accordance with the applicable state law and doing so shall be considered a valid method of publication.

**SECTION 2.5** For the purposes of **Proposition D**, it is proposed that Section 3.15 of the Charter be amended as follows (additions are indicated by Text; deletions by ~~Text~~):

**§ 3.15. Authentication, Recording, Codification, Printing and Distribution.**

- (a) All ordinances and resolutions adopted by the City Council must be authenticated by seal and signature of the person performing the duties of the City Secretary and numbered consecutively as adopted. They must be properly indexed and placed in a book kept open for public inspection.
- (b) The City Council may maintain the codification of ordinances of the City. This codification must be known and cited as "The Anna City Code of Ordinances" and is in full force and effect without the necessity of such code or any part of it being published in any newspaper. The caption, descriptive clause and other formal parts of the ordinances of the City may be omitted without affecting the validity of such ordinances when codified. Every general ordinance enacted after codification must be enacted as an amendment to the code. For the purpose of this section, general ordinances are deemed to be those ordinances of a permanent or continuing nature which affect the residents of the City at large. Copies of Access to the code must be ~~furnished to City Officers, placed in City offices and~~ made available to the public on the City's website. Copies of the code must also be available for purchase by the public at a reasonable price to be fixed by the City Council.
- (c) The City Council must cause all ordinances and amendments to this Charter to be ~~printed accessible to the public~~ promptly following their adoption. A copy of each ordinance and amendment must be posted on the City's website and placed in appropriate City offices for public reference. Printed ordinances and Charter amendments may be sold to the public at a reasonable price to be fixed by the City Council.

**SECTION 2.6** For the purposes of **Proposition E**, it is proposed that Section 4.01(a) of the Charter be amended as follows (additions are indicated by Text; deletions by ~~Text~~):

- (a) The City Council must appoint, upon the affirmative vote of a majority of the full membership of the City Council, a City Manager to serve as Chief Administrative Officer of the City. The City Manager is responsible to the City Council for administration of all the affairs of the City, with only those exceptions that are named in this Charter. The City Manager must be appointed based upon the applicant's educational qualifications and executive or administrative experience. The City Manager need not be a resident of the City when appointed, but must, within one year after such appointment, reside within the City during the balance of the tenure of his or her appointment, with up to ~~a~~ two six-month extensions granted by the City Council upon a showing of good cause.

**SECTION 2.7** For the purposes of **Proposition F**, it is proposed that Section 4.03(d) of the Charter be amended as follows (additions are indicated by Text; deletions by ~~Text~~):

- (d) ~~The Administrator(s), Clerk(s), and Deputy Clerk(s), and Bailiff(s)~~ of the Municipal Court(s) ~~to the extent authorized under state law~~ have the power to administer oaths, certify affidavits, make certificates, affix the seal of the Court, and perform all usual and necessary clerical acts in conducting the business of the Court(s) including but not limited to, the keeping of records and accounts of the Municipal Court(s).

**SECTION 2.8** For the purposes of **Proposition G**, it is proposed that Section 5.02(b) of the Charter be amended as follows (additions are indicated by Text; deletions by ~~Text~~):

- (b) Candidates for elective City offices must:
- (1) be at least 21 years of age at the time of the election for which they are filing;
  - (2) be a qualified voter;
  - (3) have resided exclusively within the corporate limits of the City, or recently annexed territory, for at least 12 months before the filing date;
  - (4) at the time of filing or while in office, be current in payment of taxes or other liabilities due the City after notice of any delinquency;
  - (5) not file in a single election for more than one office or position as provided by this Charter; ~~and~~
  - (6) have filed with the City Secretary at the time of filing an application for a place on the ballot, a petition that complies with the Texas Election Code and supports the candidate for the office with a minimum number of valid signatures that is the greater of: (i) 25; or (ii) one-half of one percent of the total vote received in the City by all candidates for mayor in the most recent mayoral general election; and
  - (7) comply with all other City ordinances or resolutions that may be applicable.

**SECTION 2.9** For the purposes of **Proposition H**, it is proposed that Section 7.05 of the Charter be amended as follows (additions are indicated by Text; deletions by ~~Text~~):

**§ 7.05. Public Hearing on Budget.**

At the City Council meeting when the budget is submitted, the City Council must name the date and place of a public hearing and have published in the official newspaper of the City, at least ~~twice~~once, the time and place, which will be not less than ten days nor more than 30 days after the date of notice. At this hearing, interested citizens may express their opinions concerning items of expenditures, giving their reasons for wishing to increase or decrease any items of expense. Notwithstanding the foregoing and to the extent state law provides for an applicable alternate method for publication, the City may forgo newspaper publication and publish the time and place of the hearing in accordance with the applicable state law.

**SECTION 2.10** For the purposes of **Proposition I**, it is proposed that Section 7.11 of the Charter be amended as follows (additions are indicated by Text; deletions by ~~Text~~):

**§ 7.11. Capital Program.**

The City Manager must submit a ~~five~~multi-year capital program as an attachment to the annual budget. The program as submitted must include:

- (1) a clear summary of its contents;
- (2) a list of all capital improvements which are proposed to be undertaken during the five fiscal years succeeding the budget year, with appropriate supporting information as to the necessity for such improvements;
- (3) cost estimates, method of financing, and recommended time schedules for each improvement; and
- (4) the estimated annual cost of operating and maintaining the facilities to be constructed or acquired. The above information may be revised and extended each year with regard to capital improvements still pending or in the process of construction or acquisition.

**SECTION 2.11** For the purposes of **Proposition J**, it is proposed that Section 7.18 of the Charter be amended as follows:

**§ 7.18. Independent Audit.**

When deemed necessary by the City Council, it may call—and at the close of each fiscal year—must call for an independent audit of all accounts of the City by a certified public accountant. No more than five consecutive annual audits may be completed by the same firm. The certified public accountant selected may have no personal interest, directly or indirectly, in the financial affairs of the City or any of its officers. The report of audit, with the auditor's recommendations, will be made to the City Council. Upon completion of the audit, the ~~summary entire audit must be published on the City's website must be published immediately in the official newspaper of the City~~ and copies of the audit must be placed on file in the office of the person performing the duties of City Secretary, as a public record. Notwithstanding the foregoing and to the extent state law provides for an applicable alternate method for publication, the City may forgo newspaper publication and publish the summary in accordance with the applicable state law.

**SECTION 2.12** For the purposes of **Proposition K**, it is proposed that Section 8.01(c) of the Charter be amended as follows (additions are indicated by Text; deletions by ~~Text~~):

- (c) All boards, commissions or committees of the City must keep and maintain minutes of any proceedings held and must submit a written report of such proceedings to the City Council no more than ~~three-six~~ weeks following each meeting.

**SECTION 2.13** For the purposes of **Proposition L**, it is proposed that Section 8.01 of the Charter be amended to add a new subsection (f) and that Section 9.01(c) of the Charter be amended as follows (additions are indicated by Text; deletions by ~~Text~~):

**§ 8.01 Authority, Composition and Procedures.**

- (f) Members of boards and commissions serve three-year staggered terms. Members of committees serve terms as designated by the City Council. No member of a board or commission may serve on the board or commission for more than two consecutive full terms, exclusive of any unexpired term to which the member may have been appointed to fill due to a vacancy on the board or commission. This subsection shall not apply to members of the board of directors of the City's development corporations as those terms are governed under state law.

**§ 9.01 Organization.**

- (c) No member may serve on the Commission for more than ~~three~~two completed consecutive terms, exclusive of any unexpired term to which the member may have been appointed to fill due to a vacancy on the Commission. Any vacancy occurring during the unexpired term of a member may be filled by the City Council for the remainder of the unexpired term. In July of each year, or during the Commission's next meeting after July if the Commission does not meet in July, the Commission must elect from its members a Chairman, Vice Chairman, and Secretary to serve for one year beginning in that month. Members of the Commission may be removed, without cause, by an affirmative vote of a majority of the full membership of the City Council.

**SECTION 2.14** For the purposes of **Proposition M**, it is proposed that Section 8.01 of the Charter be amended to add a new subsection (g) and that Section 9.01(c) of the Charter be amended as follows (additions are indicated by Text; deletions by ~~Text~~):

**§ 8.01 Authority, Composition and Procedures.**

- (g) Boards and commissions shall hold an organizational meeting annually in February at which meeting the members of the boards and commission shall elect from its members a Chairperson and Vice Chairperson and/or other officer positions as applicable to the board or commission to serve a one-year term.

**§ 9.01 Organization.**

- (c) No member may serve on the Commission for more than three completed consecutive terms, exclusive of any unexpired term to which the member may have been appointed to fill due to a vacancy on the Commission. Any vacancy occurring during the unexpired term of a member may be filled by the City Council for the remainder of the unexpired term. ~~In July of each year, or during the Commission's next meeting after July if the Commission does not meet in July, the Commission must elect from its members a Chairman, Vice Chairman, and Secretary to serve for one year beginning in that month.~~ Members of the Commission may be removed, without cause, by an affirmative vote of a majority of the full membership of the City Council.

**SECTION 2.15** For the purposes of **Proposition N**, it is proposed that Section 9.01(c) of the Charter be amended as follows (additions are indicated by Text; deletions by ~~Text~~):

- (c) No member may serve on the Commission for more than three completed consecutive terms, exclusive of any unexpired term to which the member may have been appointed to fill due to a vacancy on the Commission. Any vacancy occurring during the unexpired term of a member may be filled by the City Council for the remainder of the unexpired term. In July of each year, or during the Commission's next meeting after July if the Commission does not meet in July, the Commission must elect from its members a Chairman, and Vice Chairman, ~~and Secretary~~ to serve for one year beginning in that month. Members of the Commission may be removed, without cause, by an affirmative vote of a majority of the full membership of the City Council.

**SECTION 2.16** For the purposes of **Proposition O**, it is proposed that Section 9.01 of the Charter be amended by amending subsection (d) and adding a new subsection (f) as follows (additions are indicated by Text; deletions by ~~Text~~):

- (d) The Commission must meet at least once a month. If, however, there is no required business before the Commission during a given month, then the Commission may cancel or refrain from scheduling a meeting during that month. The Commission must keep minutes of its proceedings which must be of public record. ~~Minutes will be recorded by the Commission Secretary.~~ The Commission serves without compensation.
- (f) The Commission must prepare and keep minutes for all public meetings as required by state law. Once approved by the Commission, such minutes are a public record and must be kept and maintained by the City Secretary. Minutes must be approved no later than the third regular meeting held after the meeting for which the minutes are under consideration for approval.

**SECTION 2.17** For the purposes of **Proposition P**, it is proposed that Section 9.03(a) of the Charter be amended as follows (additions are indicated by Text; deletions by ~~Text~~):

- (a) ~~Each August~~After the Commission's annual organizational meeting, the Commission shall adopt its own rules of procedure and keep a record of its proceedings consistent with the provisions of this charter and the requirements of law and submit such rules to the City Council unless such rules were not modifiedall rules and regulations adopted by the Commission must be forwarded in writing to the City Manager who must submit

~~them to the City Council with the City Manager's recommendations.~~ The City Council may at any time amend, adopt or reject any such rules or regulations. If any rules or regulations should be rejected, the Commission may modify them and submit such modified rules and recommendations to the City Council.

**SECTION 2.18** For the purposes of **Proposition Q**, it is proposed that Section 9.04 (a) and (b) of the Charter be amended as follows (additions are indicated by Text; deletions by ~~Text~~):

- (a) The Comprehensive Plan must include, but not be limited to, the Future Land Use Plan, Thoroughfare Use Plan, and Parks and Open Space Plan. The existing Comprehensive Plan for the physical development of the City contains recommendations for the growth, development and beautification of the City and its extraterritorial jurisdiction. Additions to and amendments of the Comprehensive Plan must be by ordinance ~~or resolution~~, but before any such revision, the Commission must hold at least one public hearing on the proposed action.
- (b) A copy of the proposed revisions to the Comprehensive Plan must be forwarded to the City Manager who must submit the proposal to the City Council, together with the City Manager's recommendations, if any. The City Council, after a public hearing, may adopt or reject such proposed revision or any part of it ~~as submitted within 60 days~~ following its submission by the City Manager. If all or part of the proposed revisions are rejected by the City Council, the City Council may request the Commission to make other modifications and again forward it to the City Manager for submission to the City Council.

**SECTION 2.19** For the purposes of **Proposition R**, it is proposed that Section 9.04 (c) of the Charter be amended as follows (additions are indicated by Text; deletions by ~~Text~~):

- (c) Following the adoption by the City Council of the Comprehensive Plan, and any revisions thereto, it must serve as a guide to all future City Council action concerning land use and development regulations and expenditures for capital improvements. Any proposal which deviates from the Comprehensive Plan is not authorized until and unless the location and extent of the deviation has been submitted to and ~~approved-reviewed~~ by the Commission ~~and the Commission has made a recommendation to the City Council for its final decision. In case of denial, the Commission must communicate its reasons to the City Council, which has the power to overrule such denial with a vote of the majority of the Council Members present, and upon such overruling, the City Council or the appropriate office, department or agency has authority to proceed.~~

**SECTION 2.20** For the purposes of **Proposition S**, it is proposed that Section 14.08(a) of the Charter be amended as follows (additions are indicated by Text; deletions by ~~Text~~):

- (a) ~~No City officers, whether elected or appointed, members of any City commission or City-created or appointed board, whether advisory or otherwise, and/or any City employees, whether full or part-time, of the City may shall not~~ have a substantial financial interest, direct or indirect; ~~(i)~~ in any contract, other than employment contracts, with the City; or ~~(ii) have a substantial financial interest, direct or indirect, in the sale to the City of any land, materials, supplies or services, except on behalf of the City as an officer or employee, except as allowed by state law. These prohibitions extend for a period of two years after the end of a person's City-related office, appointment, membership, or employment.~~

### **SECTION 3. ELECTION NOTICE**

The City Secretary is hereby directed to cause notice of said general election and special election to be published at least once, not earlier than the 30th day nor later than the 10th day, before election day as provided in Section 4.003(a)(1) of the Texas Election Code and containing the content required under Section 4.004 of the Texas Election Code; and shall be posted on the bulletin board used for posting notices of the City Council meetings not later than the 21st day before election day. A copy of the published notice that contains the name of the newspaper and the date of publication shall be retained as a record of such notice, and the person posting the notice shall make a record at the time of posting stating the date and place of posting in accordance with Texas Election Code Section 4.005.

The City Secretary is further hereby directed to cause notice of said special election to be published in accordance with Texas Local Government Code § 9.004(c). A copy of the published notice that contains the name of the newspaper and the date of publication shall be retained as a record of such notice.

### **SECTION 4. EARLY VOTING**

Early voting by personal appearance by any qualified Collin County resident shall be conducted at the Anna Municipal Complex, 120 W. 7th, Anna, Texas 75409, or at any of the other Collin County Vote Centers established by the Joint Election Contract. Early voting by personal appearance for the November 4, 2025, election will be conducted by the Collin County Elections Administration. The dates and times for early voting by personal appearance are as follows:

<b>Polling Place</b>	<b>Address</b>	<b>City</b>
Collin County Election Office (Main Early Voting Location)	2010 Redbud Blvd., #102	McKinney
Anna Municipal Complex	120 W. 7 <sup>th</sup> St.	Anna

Sunday (Domingo)	Monday (Lunes)	Tuesday (Martes)	Wednesday (Miércoles)	Thursday (Jueves)	Friday (Viernes)	Saturday (Sábado)
October 19 No Voting (19 de octubre) (Sin votar)	October 20 No Voting (20 de octubre) (Votación adelantada)	October 21 Early Voting (21 de octubre) (Votación adelantada)	October 22 Early Voting (22 de octubre) (Votación adelantada)	October 23 Early Voting (23 de octubre) (Votación adelantada)	October 24 Early Voting (24 de octubre) (Votación adelantada)	October 25 Early Voting (25 de octubre) (Votación adelantada)
	8 am – 5 pm	8 am – 5 pm	8 am – 5 pm	8 am – 5 pm	8 am – 5 pm	7 am – 7 pm
October 26 Early Voting (26 de octubre) (Votación adelantada)	October 27 Early Voting (27 de octubre) (Votación adelantada)	October 28 Early Voting (28 de octubre) (Votación adelantada)	October 29 Early Voting (29 de octubre) (Votación adelantada)	October 30 Early Voting (30 de octubre) (Votación adelantada)	October 31 Early Voting (31 de octubre) (Votación adelantada)	November 1 No Voting (1 de noviembre) (Sin votar)
11 am – 5 pm	7am - 7pm	7am - 7pm	7am - 7pm	7am - 7pm	7am - 7pm	
November 2 No Voting (2 de noviembre) (Sin votar)	November 3 No Voting (3 de noviembre) (Sin votar)	November 4 Election Day (4 de noviembre) (Día de las elecciones) 7am – 7pm				

## **SECTION 5. ELECTION DAY POLLING PLACE**

On November 4, 2025, Election Day, the polls shall be open from 7:00 a.m. to 7:00 p.m. and conducted at the Anna Municipal Complex, 120 W. 7<sup>th</sup> St., Anna, Texas 75409 or at any of the other Collin County Vote Centers established by the Joint Election Contract.

## **SECTION 6. EARLY VOTING BY MAIL**

Applications for early voting ballot by mail shall be mailed to: Kaleb Breaux, Elections Administrator, 2010 Redbud Blvd., Ste. 102, McKinney, Texas 75069. Applications for early voting ballot by mail must be received no later than the close of business on October 24, 2025.

## **SECTION 7. ELECTRONIC AND MANUAL VOTING EQUIPMENT**

That in accordance with Section 123.001 of the Texas Election Code, voting equipment will include DS200 electronic scanning and tabulation of primarily hand-marked ballots as approved by the Collin County Commissioners Court on June 23, 2025 are hereby adopted for the election on November 4, 2025; the City Council hereby adopts the voting systems approved by the Collin County Elections Administrator, the Collin County Commissioners' Court, and the Secretary of State are hereby adopted for the election on November 4, 2025.

## **SECTION 8. ADMINISTRATION AND PROCEDURES OF THE ELECTION**

The City Manager is hereby authorized and directed to enter into a joint election agreement for said special elections with Collin County Elections Administration and to execute such election agreement for said elections.

## **SECTION 9. ELECTION OFFICIALS**

Pursuant to the Joint Election Contract, the Collin County Elections Administrator shall serve as Early Voting Clerk for the election. Presiding Election Judges and Alternate Presiding Election Judges appointed to serve at said polling places shall be those election officials furnished by Collin County Elections Administrator.

**SECTION 10.****EARLY VOTING BALLOT BOARD**

An Early Voting Ballot Board shall be created to process early voting results in accordance with Chapter 87 of the Texas Election Code. The Early Voting Ballot Board shall be made up of members appointed in the manner stated in the Joint Election Contract and the Presiding Judge and Alternate Presiding Judge of the Early Voting Ballot Board shall be the election officials listed in the Joint Election Contract.

**SECTION 11.****SAVINGS, SEVERABILITY AND REPEALING CLAUSES**

Should any word, sentence, paragraph, subdivision, clause, phrase or section of this ordinance be adjudged or held to be void or unconstitutional, the same shall not affect the validity of the remaining portions of this ordinance, which shall remain in full force and effect. All previous ordinances in conflict with this ordinance are hereby repealed to the extent of the conflict.

**SECTION 12.****EFFECTIVE DATE**

This ordinance shall become effective immediately from and after its passage.

**APPROVED AND ADOPTED** by the City Council of the City of Anna, Texas on this the 12<sup>th</sup> day of August 2025.

ATTESTED:

Carrie L. Land

City Secretary Carrie Land

APPROVED:

Pete Cain

Mayor Pete Cain





**JOINT ELECTION SERVICES CONTRACT**  
(“Election Services Contract”)

**ELECTION SERVICES AGREEMENT**

**BETWEEN**

**THE COLLIN COUNTY ELECTIONS ADMINISTRATOR**  
(“Contracting Election Officer”)

**AND**

**CITY OF ANNA**  
(“Participating Political Subdivision”)

**FOR THE CONDUCT OF A JOINT ELECTION**

**TO BE HELD ON TUESDAY, NOVEMBER 4, 2025**

**TO BE ADMINISTERED BY THE COLLIN COUNTY ELECTIONS ADMINISTRATOR**

1. ADMINISTRATION AND STATUTORY AUTHORITY

- a. Kaleb Breaux ("Kaleb Breaux") is the duly appointed County Elections Administrator ("Elections Administrator") of Collin County, Texas, and the Department Head of the Collin County Elections Department. As such, Mr. Breaux is the Election Administrator of Collin County, Texas and authorized by Subchapter D of Chapter 31 of Title 3 of the Texas Election Code to enter into this Election Services Contract with the contracting authority of the Participating Political Subdivision.
- b. The contracting authority of the Participating Political Subdivision is hereby participating in the Joint Election to be held in Collin County, Texas on Tuesday, November 4, 2025. The Participating Political Subdivision is hereby contracting with the Elections Administrator of Collin County, Texas and all other joining jurisdictions to perform the election services set forth in this Election Services Contract under Subchapter D of Chapter 31 of Title 3 of the Texas Election Code.

2. DUTIES AND SERVICES OF THE CONTRACTING ELECTION OFFICER

- a. The Contracting Election Officer shall be responsible for performing the following duties and shall furnish the following services and equipment:
  - i. The Contracting Election Officer will prepare and publish the required Notice of Election and post the required orders and resolutions to the Collin County Elections Department website.
  - ii. The Contracting Election Officer shall arrange for appointment, notification (including writ of election), training and compensation of all presiding judges, alternate judges, the judge of the Central Count Station and judge of the Early Voting Ballot Board.
  - iii. The Contracting Election Officer shall be responsible for notification of each Election Day and Early Voting presiding judge and alternate judge of his/her appointment. The presiding election judge of each vote center will use his/her discretion to determine when additional workers are needed, during peak voting hours.
  - iv. The Contracting Election Officer will determine the number of clerks to work in the Central Count Station and the number of clerks to work on the Ballot Board.
    1. Election judges shall attend the Contracting Election Officer's school of instruction (Election Law Class). A training event calendar will be provided.
    2. Election judges and alternate judges shall be responsible for picking up and returning election supplies to the County Election Warehouse located at 2010 Redbud Blvd., Suite 102, McKinney. Compensation for this pickup and delivery of supplies will be \$25.00.
  - v. The Contracting Election Officer shall compensate each election judge and worker. Each judge shall receive \$15.00 per hour, each alternate judge shall receive \$14.00 per hour, and each clerk shall receive \$13.00 per hour for services rendered. Overtime will be paid to each person working more than 40 hours per week.

- b. The Contracting Election Officer shall procure, prepare, and distribute voting machines, election kits, and election supplies.
  - i. The Contracting Election Officer shall secure election kits, which include the legal documentation required to hold an election and all supplies.
  - ii. The Contracting Election Officer shall secure the tables, chairs, and legal documentation required to run the Central Count Station.
  - iii. The Contracting Election Officer shall provide all lists of registered voters required for use on Election Day and for the Early Voting period required by law.
  - iv. The Contracting Election Officer shall procure and arrange for the distribution of all election equipment and supplies required to hold an election.
    - 1. Equipment includes the rental of ES&S ExpressVote Universal Voting Machines (EVS 6.1.1.0), ES&S Ballot on Demand System, ES&S DS200 Ballot Counters (EVS 6.1.1.0), ES&S Model DS450 and DS850 High-Speed Scanners/Tabulators (EVS 6.1.1.0), ADA compliant headphones and keypads, voting signs, and election supply cabinets.
    - 2. Supplies include paper ballot cards, Early Voting and Election Day supply kits, provisional ballot kits, security seals, pens, tape, markers, etc.
- c. The Contracting Election Officer, Kaleb Breaux, shall be appointed the Early Voting Clerk.
  - i. The Contracting Election Officer shall supervise and conduct Early Voting by mail and in person and shall secure personnel to serve as Early Voting Deputies.
  - ii. The Contracting Election Officer shall select the Early Voting polling locations and arrange for the use of each.
  - iii. Early Voting by personal appearance for the Participating Political Subdivision shall be conducted during the Early Voting dates and times and at the locations listed in "Exhibit A" attached and incorporated by reference into this Election Services Contract.
  - iv. All applications for an Early Voting mail ballot shall be received and processed by the Collin County Elections Administration Office located at 2010 Redbud Blvd., Suite 102, McKinney, Texas 75069.
    - 1. Applications for mail ballots erroneously mailed to the Participating Political Subdivision shall immediately be faxed to the Contracting Officer for timely processing. The original application shall then be forwarded to the Contracting Election Officer for proper retention.
    - 2. All Federal Post Card Applications (FPCA) will be sent a mail ballot. No postage is required.
  - v. All Early Voting ballots (those cast by mail and those cast by personal appearance) shall be prepared for counting by the Early Voting Ballot Board in accordance with Section 87.000 of the Texas Election Code. The Contracting Officer shall appoint the presiding judge of this Board.
- d. The Contracting Election Officer shall select the Election Day vote centers and arrange for the use of each.
  - i. The Participating Political Subdivision shall assume the responsibility of remitting their portion of cost of all employee services required to provide access, provide security or provide custodial services for the vote centers.
  - ii. The Election Day vote centers are listed in "Exhibit B", attached and incorporated by reference into this Election Services Contract.

- e. The Contracting Election Officer shall be responsible for establishing and operating the Central Count Station to receive and tabulate the voted ballots in accordance with Section 127.001 of the Election Code and of this agreement. The Central Count Station Manager shall be Kaleb Breaux. The Central Count Station Judge shall be Kathi-Ann Rivard. The Tabulation Supervisor shall be Brian Griesbach.
  - i. The Tabulation Supervisor shall prepare, test and run the County's tabulation system in accordance with statutory requirements and county policies, under the auspices of the Contracting Election Officer.
  - ii. The Public Logic and Accuracy Test and Hash Validation of the electronic voting system shall be conducted in accordance with Texas Election Code. The Contracting Election Officer will post the required Notice of Logic and Accuracy Testing and Hash Validation.
  - iii. Election night reports will be available to the Participating Political Subdivision at the Central Counting Station on election night. Provisional ballots will be tabulated after election night in accordance with State law.
  - iv. The Contracting Election Officer shall prepare the unofficial canvass report after all precincts have been counted, and will provide canvassing documents to the Participating Political Subdivision as soon as possible after all returns have been tallied.
  - v. The Contracting Election Officer shall be appointed as the custodian of the voted ballots and shall retain all election materials for a period of 22 months.
    - 1. Pending no litigation and as prescribed by law, the voted ballots shall be shredded 22 months after the election.
- f. The Contracting Election Officer shall conduct a partial manual count as prescribed by Section 127.201 of the Texas Election Code and submit a written report to the Participating Political Subdivision in a timely manner. If applicable, a written report shall be submitted to the Secretary of State as required by Section 127.201 of the aforementioned code.

### 3. DUTIES AND SERVICES OF THE PARTICIPATING POLITICAL SUBDIVISION

- a. The Participating Political Subdivision shall assume the following duties:
  - i. The Participating Political Subdivision will prepare, adopt, and publish all legally required election orders, resolutions, and other documents required by, or of, their governing bodies. The Participating Political Subdivision are required to send Collin County Elections Department a copy of any election order or resolution related to this Joint Election within three business days of publishing, adopting or ordering it.
  - ii. The Participating Political Subdivision shall provide the Contracting Election Officer with an updated map and street index of their jurisdiction in an electronic (PDF and shape files preferred) or printed format as soon as possible but no later than Friday, August 8, 2025.
  - iii. The Participating Political Subdivision shall procure and provide the Contracting Election Officer with the ballot layout and Spanish translation in an electronic format.
    - 1. The Participating Political Subdivision shall deliver to the Contracting Election Officer as soon as possible, but no later than 5:00 p.m. Monday, August 25, 2025, the official wording for the Participating Political Subdivision's November 4, 2025 Joint Election.
    - 2. The Participating Political Subdivision shall approve the ballot proofs format within 24 hours of receiving the ballot proof and prior to the final printing.

- a. If the Participating Political Subdivision fails to approve the ballot proofs within 24 hours of receiving the proofs, the Contracting Election Officer will presume that the ballot proofs have been approved by the Participating Political Subdivision. Any costs incurred by making any changes to the ballot (designing, printing, programming, etc.) from this point forward will be the responsibility of the Participating Political Subdivision.
  - iv. The Participating Political Subdivision shall compensate the Contracting Election Officer for all associated costs including any additional verified cost incurred in the process of running this election or for a manual recount, this election may require, consistent with charges and hourly rates shown on "Exhibit C" for required services.
    - 1. The charges incurred during the manual recount are outlined in Sec. 212 of the Texas Election Code.
  - b. The Participating Political Subdivision shall pay the Contracting Election Officer 90% of the estimated cost to run the said election prior to Monday, September 29, 2025. The Contracting Election Officer shall place the funds in a "contract fund" as prescribed by Section 31.100 of the Texas Election Code. The deposit should be made payable to the "Collin County Treasury" with a note "For election services" included with the check documentation and delivered to the Collin County Treasury, 2300 Bloomdale Rd., #3138, McKinney, Texas 75071.
  - c. The Participating Political Subdivision shall pay the cost of conducting said election, less partial payment, including the 10% administrative fee, pursuant to the Texas Election Code, Section 31.100, within 30 days from the date of final billing. Additionally, all payments in excess of the final cost to perform the election will be refunded to the Participating Political Subdivision.
4. COST OF SERVICES.
- a. See "Exhibit C".
  - b. Note: A Participating Political Subdivision shall incur a minimum cost of \$3,850.00 to conduct a joint election with the Collin County Elections Department.
5. RUNOFF ELECTIONS
- a. Each Participating Political Subdivision shall have the option of extending the terms of this contract through its Runoff Election, if applicable. In the event of such Runoff Election, the terms of this contract shall automatically extend unless the Participating Political Subdivision notifies the Elections Administrator in writing within 3 business days of the original election.
  - b. Each Participating Political Subdivision shall reserve the right to reduce the number of Early Voting polling locations and/or Election Day vote centers in a Runoff Election. If necessary, any voting changes made by a Participating Political Subdivision between the original election and the Runoff Election shall be submitted by the authority making the change to the United States Department of Justice for the preclearance required by the Federal Voting Rights Act of 1965, as amended.
  - c. Each Participating Political Subdivision agrees to order any Runoff Election(s) at its meeting for canvassing the votes from November 4, 2025 Joint Election, and to conduct its drawing for ballot positions at, or immediately following, such meeting in order to expedite preparations for its Runoff Election.
  - d. Each Participating Political Subdivision eligible to hold Runoff Elections after the November 4, 2025 Uniform Election Date agrees that the date of a necessary Runoff Election shall be held in accordance with the Texas Election Code, which will be Saturday, December 13, 2025.

## 6. GENERAL PROVISIONS

- a. Nothing contained in this Election Services Contract shall authorize or permit a change in the officer with whom, or the place at which any document or record relating to the Participating Political Subdivision's November 4, 2025 Joint Election are to be filed, or the place at which any function is to be carried out, or any nontransferable functions specified under Section 31.096 of the Texas Election Code.
- b. Upon request, the Contracting Election Officer will provide copies of all invoices and other charges received in the process of running said election for the Participating Political Subdivision.
- c. If the Participating Political Subdivision cancels their elections pursuant to Section 2.053 of the Texas Election Code, the Participating Political Subdivision shall pay the Contracting Officer a contract preparation fee of \$75.00 and will not be liable for any further costs incurred by the Contracting Officer.
- d. The Contracting Officer shall file copies of this contract with the County Judge and the County Auditor of Collin County, Texas.

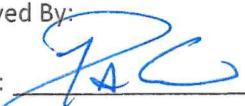
WITNESS BY MY HAND THIS \_\_\_\_ DAY OF \_\_\_\_\_ 2025.

---

Kaleb Breaux, Elections Administrator  
Collin County, Texas

WITNESS BY MY HAND THIS 12 DAY OF August 2025.

Approved By:

Signed: 

Name: Pete Cain

Title: Mayor

Witnessed By:

Signed: Carrie L. Land

Name: Carrie L. Land

Title: City Secretary

**November 4, 2025 Joint General and Special Elections - Early Voting Locations, Dates and Hours**  
*(4 de noviembre de 2025 Elección general y especial conjunta - Lugares de Votación Temprana, Fechas y Horas)*

**Important Note: Eligible Collin County registered voters (with an effective date of registration on or before November 4, 2025) may vote at any Early Voting location.**

*(Nota importante: Los votantes registrados elegibles del Condado de Collin (con una fecha efectiva de registro en o antes del 4 de noviembre de 2025 pueden votar en cualquier lugar de votación anticipada.)*

Sunday (Domingo)	Monday (Lunes)	Tuesday (Martes)	Wednesday (Miércoles)	Thursday (Jueves)	Friday (Viernes)	Saturday (Sábado)
October 19 No Voting (19 de octubre) (Sin votar)	October 20 Early Voting (20 de octubre) (Votación adelantada)	October 21 Early Voting (21 de octubre) (Votación adelantada)	October 22 Early Voting (22 de octubre) (Votación adelantada)	October 23 Early Voting (23 de octubre) (Votación adelantada)	October 24 Early Voting (24 de octubre) (Votación adelantada)	October 25 Early Voting (25 de octubre) (Votación adelantada)
	8 am – 5 pm	7 am – 7 pm				

Polling Location (Lugar de Votación)	Room Name (Nombre de la habitación)	Address (Dirección)	City (Ciudad)	Zip Code (Código postal)
Allen ISD Service Center	Main Lobby	1451 N. Watters Rd.	Allen	75013
Allen Municipal Courts Facility	Community Room	301 Century Pkwy.	Allen	75013
Anna Municipal Complex	Lobby	120 W. 7th St.	Anna	75409
Blue Ridge ISD Administration Building	Board of Trustees Board Room	318 W. School St.	Blue Ridge	75424
Carpenter Park Recreation Center	South Lobby	6701 Coit Rd.	Plano	75024
Collin College Celina Campus	Classroom CEC110	2505 Kinship Pkwy.	Celina	75009
Collin College Farmersville Campus	FVC Atrium 2	501 S. Collin Pkwy.	Farmersville	75442
Collin College Frisco Campus	Building J, Room 113	9700 Wade Blvd.	Frisco	75035
Collin College Higher Education Center	Atrium 1	3452 Spur 399	McKinney	75069
Collin College McKinney Campus	Atrium 3	2200 University Dr.	McKinney	75071

<b>Polling Location (Lugar de Votación)</b>	<b>Room Name (Nombre de la habitación)</b>	<b>Address (Dirección)</b>	<b>City (Ciudad)</b>	<b>Zip Code (Código postal)</b>
Collin College Plano Campus	Library Atrium	4000 Jupiter Rd.	Plano	75074
Collin College Wylie Campus	WSC Atrium 1	391 Country Club Rd.	Wylie	75098
Collin County Elections Office	Voting Room	2010 Redbud Blvd., Suite 102	McKinney	75069
Davis Library	Program Room	7501 Independence Pkwy. A	Plano	75025
Frisco Fire Station #05	Training Room	14300 Eldorado Pkwy.	Frisco	75035
Frisco Fire Station #08	Training Room	14700 Rolater Rd.	Frisco	75035
Gay Library	Meeting Room	6861 W. Eldorado Pkwy.	McKinney	75070
Haggard Library	Programs Room	2501 Coit Rd.	Plano	75075
Harrington Library	Program Room	1501 18th St.	Plano	75074
Josephine Community Center	Council Chambers	404 Main St.	Josephine	75173
Lavon City Hall	Gymnasium	120 School Rd.	Lavon	75166
Lovejoy ISD Administration Building	Portable #1 Training Room	259 Country Club Rd.	Allen	75002
Lucas Community Center	Community Room	665 Country Club Rd.	Lucas	75002
McKinney City Hall	Fitzhugh Event Space Rm #145	401 E. Virginia St.	McKinney	75069
McKinney Fire Station #05	Community Room	6600 Virginia Pkwy.	McKinney	75071
McKinney Fire Station #07	Community Room	861 Independence Pkwy.	McKinney	75072
McKinney Fire Station #09	Community Room	4900 Summit View Dr.	McKinney	75071
McKinney Fire Station #10	Community Room	1150 Olympic Crossing	McKinney	75071
Melissa City Hall		3411 Barker Avenue	Melissa	75454
Michael J. Felix Community Center	Rooms A and B	3815-E Sachse Rd.	Sachse	75048
Murphy Community Center	Homer and Marie Adams Room	205 N. Murphy Rd.	Murphy	75094
Parker City Hall	Council Chambers	5700 E. Parker Rd.	Parker	75002
Parr Library	Programs Room	6200 Windhaven Pkwy.	Plano	75093
Plano ISD Administration Center	Lobby	2700 W. 15th St.	Plano	75075

<b>Polling Location (Lugar de Votación)</b>	<b>Room Name (Nombre de la habitación)</b>	<b>Address (Dirección)</b>	<b>City (Ciudad)</b>	<b>Zip Code (Código postal)</b>
Princeton Municipal Center	615 Training Room	2000 E. Princeton Dr.	Princeton	75407
Prosper Town Hall	Community Room	250 W. First St.	Prosper	75078
Renner-Frankford Branch Library	Auditorium	6400 Frankford Rd.	Dallas	75252
St. Paul Town Hall	Council Chambers	2505 Butcher's Block	St. Paul	75098
Terry Pope Administration Building	Community ISD Board Room	611 N. FM 1138	Nevada	75173
The Grove at Frisco Commons	Game Room C	8300 McKinney Rd.	Frisco	75034
Wylie Community Park Center	Meeting Room East	800 Thomas St. #100	Wylie	75098

**\*Polling locations are subject to change. For the most current list of locations, please visit the Elections webpage at [www.collincountytx.gov/elections](http://www.collincountytx.gov/elections).**

*(\*Los lugares de votación están sujetos a cambios. Para obtener la lista más actualizada de ubicaciones, visite la página web de Elecciones en [www.collincountytx.gov/elections](http://www.collincountytx.gov/elections).)*

**Applications for ballot by mail may be mailed and must be received no later than the close of business on October 24, 2025, to:**

*(Las solicitudes de boleta por correo pueden enviarse por correo y deben recibirse a más tardar el 24 de octubre de 2025 para:)*

**Kaleb Breaux, Early Voting Clerk**  
2010 Redbud Blvd. Suite 102  
McKinney, Texas 75069  
972-547-1900  
[www.collincountytx.gov](http://www.collincountytx.gov)

**Applications for ballot by mail may also be faxed or emailed and must be received no later than the close of business on October 24, 2025. For an application for ballot by mail submitted by telephonic facsimile machine or electronic transmission to be effective, the hard copy of the application must also be submitted by mail and be received by the early voting clerk not later than the fourth business day after the transmission by telephonic facsimile machine or electronic transmission is received. (Texas Election Code 84.007)**

*(Las solicitudes de boleta por correo también pueden enviarse por fax o correo electrónico y deben recibirse antes del cierre de operaciones el 24 de octubre de 2025. Para que una solicitud de boleta por correo enviada por máquina de fax o transmisión electrónica sea efectiva, la copia impresa de la solicitud también debe presentarse por correo y ser recibida por el secretario de votación anticipada a más tardar el cuarto día hábil posterior a la recepción de la transmisión por fax o máquina electrónica de fax. (Código Electoral de Texas 84.007).)*

**Fax (Fax) – 972-547-1996**  
**Email (Correo electrónico) – [absenteemailballoting@collincountytx.gov](mailto:absenteemailballoting@collincountytx.gov)**