Holly Gray, Mayor Pro-Tem
Bryan Moyers, Councilmember
David Brundage, Councilmember

Carl E. Gierisch, Jr., Mayor

Brian Darby, Councilmember
Hogan Page, Councilmember
David Thompson, Councilmember

ROANOKE CITY COUNCIL AGENDA
REGULAR MEETING

JANUARY 9, 2024
7:00 PM
500 S. OAK STREET
ROANOKE, TEXAS 76262

A. CALL CITY COUNCIL TO ORDER

Invocation and Pledge of Allegiance

B. ANNOUNCEMENTS

C. PUBLIC INPUT

This item is available for citizens to address the City Council on any issues that are not the subject of a public hearing. No action by law may be taken on the topic. The presiding officer reserves the right to impose a time limit on this portion of the agenda. In order to provide the highest quality audio, all speakers need to speak at the podium.

D. PRESENTATION

1. Human Resources will present the 2023 recognition of the City of Roanoke "Core Value Keepers" and "Employee of the Year".

E. CONSENT AGENDA

All items listed below are considered routine and will be enacted with one motion. There will be no separate discussion of items unless a Councilmember or citizen so requests, in which event the item will be removed and considered separately.

1. Consider approval of the minutes from the regular City Council meeting held on December 12, 2023.

2. Consider approval to authorize staff to utilize Logic and TexSTAR local government investment pools as investment options.

3. Consider the adoption of the City of Roanoke, TX Investment Policy.

4. Consider approval of a contract between the City of Roanoke and Cima Solutions Group for Google Workspace pricing.

5. Consider approval of the contract renewal with Axon Enterprise, Inc. for upgraded software, services, and equipment.

F. NEW BUSINESS

1. Discussion and action concerning Board members' attendance at City Board and Commission meetings.

G. EXECUTIVE SESSION

The City Council will hold a closed Executive Session meeting pursuant to the provisions of Chapter 551 of the Texas Government Code, in accordance with the authority contained in:

Section 551.087
To deliberate commercial or financial information the City has received from a business prospect, and to deliberate the offer of a financial or other incentive to a business prospect.

RECONVENE INTO REGULAR SESSION
The City Council will reconvene into Regular Session, pursuant to the provisions of Chapter 551 of the Texas Government Code, to take any action necessary regarding:

Section 551.087
To deliberate commercial or financial information the City has received from a business prospect, and to deliberate the offer of a financial or other incentive to a business prospect.

The City Council reserves the right to adjourn into Executive Session during the course of this meeting to discuss any item on the posted agenda as authorized by Chapter 551 of the Texas Government Code.

H. ADJOURNMENT

CERTIFICATION

I certify that the above notice was posted at City Hall, 500 South Oak Street, Roanoke, Texas, on Thursday, January 4, 2024, by 5:00 pm, in accordance with Chapter 551, Texas Government Code.

April S. Hill, City Secretary

*Any person planning to attend this meeting that may require auxiliary aids or services should request accommodations two (2) days prior to the meeting by calling (817) 491-8152. **BRAILLE IS NOT AVAILABLE**.

A public wireless network is now available in the Council Chambers for use during meetings. It is available from 7am to 11pm Monday thru Friday. The name of the network is: COR-Guests

CITY COUNCIL AGENDA ITEM

TO: Mayor and City Council

SUBJECT: 12/12/2023 - CC Minutes

MEETING DATE: January 9, 2024

DEPARTMENT: City Secretary

ITEM SUMMARY:
Consider approval of the minutes from the regular City Council meeting held on December 12, 2023.

INFORMATION:

STAFF RECOMMENDATION:

SPECIAL CONSIDERATION:

FINANCIAL CONSIDERATION:

ATTACHMENTS:
1. CCMin 12-12-2023

MINUTES
ROANOKE CITY COUNCIL
REGULAR MEETING
DECEMBER 12, 2023
CITY HALL COUNCIL CHAMBERS
500 S. OAK STREET
7:00 P.M.

PRESENT: Mayor Carl E. "Scooter" Gierisch, Jr.; Mayor Pro Tem Holly Gray; Council Members: David Brundage, Brian Darby, David Thompson, and Bryan Moyers; City Manager Cody Petree, City Secretary April S. Hill, and City Attorney Jeff Moore.

DEPT. STAFF: Assistant City Manager/Chief of Police Jeriahme Miller, Fire Chief Chris Addington, Public Works Director Shawn Wilkinson, Communications & Public Engagement Officer Diane Rice, and Systems Analyst II – Public Safety Corey Bosworth.

ABSENT: Councilmember Hogan Page.

A. CALL CITY COUNCIL TO ORDER

City Council called to order at 7:00 p.m.
Invocation and Pledge of Allegiance given by Mayor Gierisch.

B. ANNOUNCEMENTS

Mayor Gierisch stated the annual Holiday Parade was absolutely beautiful and thanked the City of Roanoke team for everything they did to make it so successful.

Assistant City Manager/Chief of Police Jeriahme Miller announced the ground breaking of the new Police/Municipal Court Facility will be held on December 18th at 12:00 p.m.

C. PUBLIC INPUT

No one wished to speak.

D. PRESENTATION

1. The Summit Club presented the Roanoke Police Department "Smoke Patrol" team with a plaque commemorating their achievement of scoring highest at the Flower Mound Smoke Fest State BBQ Championship and Fundraiser.

E. CONSENT AGENDA

All items listed below are considered routine and will be enacted with one motion. There will be no separate discussion of items unless a Councilmember or citizen so requests, in which event the item will be removed and considered separately.

1. Consider approval of the minutes from the regular City Council meeting held on November 14, 2023.

2. Consider approval of an Interlocal Agreement between the City of Roanoke and Denton County for Fire Protection Services.

3. Consider approval of an Interlocal Agreement between the City of Roanoke and Denton County for Ambulance Service.

4. Consider approval of Sedalco Bid Package No. 2 for the Roanoke Police and Municipal Court building.

5. Consider approval of the GeoTex construction material testing proposal for the Roanoke Police and Municipal Court building.

   Motion made by Holly Gray second by David Thompson to approve Consent Agenda Items 1 through 5.

Motion carried unanimously.

F. NEW BUSINESS

1. Motion made by Holly Gray second by David Thompson to approve Ordinance No. 2023-135 amending Appendix A – Fee Schedule, Article 9.000, of the Code of Ordinances, entitled "Fire and Public Safety Related Fees" by adding "EMS Service – Ambulance" fees.

Motion carried unanimously.

2. Consideration and action to appoint two (2) members to the Roanoke Economic and Industrial Development Corporation REIDC Type A, for a term expiring January 2026.

   Motion made by Bryan Moyers second by Holly Gray to table this item until the January 23, 2024 City Council meeting, and place an item on the January 9, 2024 City Council agenda to discuss boards and commissions attendance issues.

Motion carried unanimously.

3. Public hearing to consider amending the Comprehensive Zoning Ordinance, by granting a change in zoning from Retail (R) to Retail – Specific Use Permit (R-SUP) to allow the sale of alcoholic beverages at Lot 2R, Block B of the Hawkins Shell Addition, an addition located within the City of Roanoke, Denton County,

Texas, and having a street address of 704 Byron Nelson, Roanoke, Texas. (SUP 2023-04/Ordinance No. 2023-134)

No action was taken on this item. P&Z has not made a recommendation.

4. Consideration and action on approval of Ordinance No. 2023-134 an ordinance of the city of Roanoke, Texas, amending the comprehensive zoning ordinance and as heretofore amended, by granting a change in zoning from Retail to Retail - Specific Use Permit (SUP 2023-04) to allow the sale of alcoholic beverages on block B lot 2R in the Hawkins Shell Addition, an addition to the City of Roanoke, Denton County, Texas, and having a street address of 704 E Byron Nelson. The property is generally located at the intersection of E Byron Nelson and Hwy 114.

No action was taken on this item. P&Z has not made a recommendation.

G. EXECUTIVE SESSION

The City Council will hold a closed Executive Session meeting pursuant to the provisions of Chapter 551 of the Texas Government Code, in accordance with the authority contained in:

CITY COUNCIL CONVENED INTO CLOSED SESSION AT 7:12 P.M.

Section 551.087
To deliberate commercial or financial information the City has received from a business prospect, and to deliberate the offer of a financial or other incentive to a business prospect.

RECONVENE INTO REGULAR SESSION
The City Council will reconvene into Regular Session, pursuant to the provisions of Chapter 551 of the Texas Government Code, to take any action necessary regarding:

CITY COUNCIL RECONVENED INTO REGULAR SESSION AT 7:39 P.M.

1. **Section 551.087 of the TEXAS GOVERNMENT CODE** To deliberate commercial or financial information the City has received from a business prospect, and to deliberate the offer of a financial or other incentive to a business prospect.

   Motion made by Holly Gray second by David Thompson to approve the First Amendment to the Economic Development Program Agreement with Citicorp North America, Inc. as discussed in executive session.

Motion carried unanimously.

H. ADJOURNMENT

Motion made by Holly Gray second by Brian Darby to adjourn the meeting at 7:40 p.m.

Motion carried unanimously.

Carl E. "Scooter" Gierisch, Jr., Mayor

April S. Hill, City Secretary

AGENDA ITEM

TO: Mayor and City Council

SUBJECT: Authorizing staff to utilize Logic and TexSTAR local government investment pools as investment options.

MEETING DATE: January 9, 2024

DEPARTMENT: Administration

ITEM SUMMARY:
This agenda item is to authorize City staff to invest available funds in TexStar and Logic local government investment pools in order to diversify Roanoke's investment portfolio and maximize our returns. The City currently invests in Texas CLASS local government pool.

(1) Recommendation to Approve an Application for Participation in the Local Government Investment Cooperative (LOGIC) Trust and the Texas Short Term Asset Reserve Program (TexSTAR). Included in the agenda exhibit is information pertaining to the applications. It is recommended that the Council approve the applications as submitted.

(2)Recommendation to Approve an Application for Participation in the Local Government Investment Cooperative (LOGIC) Trust and a second application for the Texas Short Term Asset Reserve Program (TexSTAR) . Included in the agenda exhibit is information pertaining to the applications. It is recommended that the Council approve the application as submitted to provide the district with additional investment options emphasizing safety and liquidity.

Attached are the partially completed applications, which will be approved with the consent agenda.

INFORMATION:

STAFF RECOMMENDATION:
Staff recommends approval.

SPECIAL CONSIDERATION:

AGENDA ITEM

FINANCIAL CONSIDERATION:

Approval of these authorizations will allow staff to earn a strong return on investment while diversifying our cash management options.

ATTACHMENTS:

1. TexSTAR - Council
2. Logic Sign Up - Council

APPLICATION FOR PARTICIPATION IN TEXSTAR

The undersigned local government (Applicant) applies and agrees to become a Participant in the Texas Short Term Asset Reserve Program (TEXSTAR).

1. **Authorization.** The governing body of Applicant has duly authorized this application by adopting the following resolution at a meeting of such governing body duly called, noticed, and held in accordance with the Texas Open Meeting Law, chapter 551, Texas Government Code, on ______________, 20__:

   WHEREAS, it is in the best interests of this governmental unit ("*Applicant*") to invest its funds jointly with other Texas local governments in the Texas Short Term Asset Reserve Program (TEXSTAR) in order better to preserve and safeguard the principal and liquidity of such funds and to earn an acceptable yield; and

   WHEREAS, Applicant is authorized to invest its public funds and funds under its control in TEXSTAR and to enter into the participation agreement authorized herein;

   NOW, THEREFORE, BE IT RESOLVED THAT:

   SECTION 1. The form of application for participation in TEXSTAR attached to this resolution is approved. The officers of Applicant specified in the application are authorized to execute and submit the application, to open accounts, to deposit and withdraw funds, to agree to the terms for use of the website for online transactions, to designate other authorized representatives, and to take all other action required or permitted by Applicant under the Agreement created by the application, all in the name and on behalf of Applicant.

   SECTION 2. This resolution will continue in full force and effect until amended or revoked by Applicant and written notice of the amendment or revocation is delivered to the TEXSTAR Board.

   SECTION 3. Terms used in this resolution have the meanings given to them by the application."

2. **Agreement.** Applicant agrees with other TEXSTAR Participants and the TEXSTAR Board to the Terms and Conditions of Participation in TEXSTAR, effective on this date, which are incorporated herein by reference. Applicant makes the representations, designations, delegations, and representations described in the Terms and Conditions of Participation.

3. **Taxpayer Identification Number.** Applicant's taxpayer identification number is ______________________

4. **Contact Information.**

   Applicant primary mailing address: 500 South Oak Street, Roanoke, TX 76262

   Applicant physical address (if different): ______________________

   Applicant main phone number: 817-491-6078 x2116

   Applicants main fax number: 817-491-2242

5. **Authorized Representatives.** Each of the following Participant officials is designated as Participant's Authorized Representative authorized to give notices and instructions to the Board in accordance with the Agreement, the Bylaws, the Investment Policy, and the Operating Procedures:

   1. Name: Code Petree Title: City Manager

   Signature: ______________________ Phone: 817-491-2411

   Email: cpetree@roanoketexas.com

2. Name: Kyle Lester Title: Finance Director

Signature: ______________________ Phone: 817-491-6075

Email: klester@roanoketexas.com

3. Name: Rebecca Tambunga Title: Finance Administrator

Signature: ______________________ Phone: 817-491-2111

Email: rtambunga@roanoketexas.com

4. Name: ______________________ Title: ______________________

Signature: ______________________ Phone: ______________________

Email: ______________________

{REQUIRED} PRIMARY CONTACT: List the name of the Authorized Representative **listed above** that will be designated as the Primary Contact and will receive all TexSTAR correspondence including transaction confirmations and monthly statements

Name: Kyle Lester

*{**OPTIONAL} INQUIRY ONLY CONTACT:*** In addition, the following additional Participant representative (***not listed above***) is designated as an ***Inquiry Only*** Representative authorized to obtain account information:

Name: ______________________ Title ______________________

Signature: ______________________ Phone: ______________________

Email: ______________________

Applicant may designate other authorized representatives by written instrument signed by an existing Applicant Authorized Representative or Applicant's chief executive officer.

DATED ____________________

REQUIRED
PLACE OFFICIAL SEAL OF ENTITY HERE

____
(NAME OF ENTITY/APPLICANT)

SIGNED BY:

____
(Signature of official)

____
(Printed name and title)

ATTESTED BY:

____
(Signature of official)

____
(Printed name and title)

FOR INTERNAL USE ONLY
APPROVED AND ACCEPTED: TEXAS SHORT TERM ASSET RESERVE FUND

....
AUTHORIZED SIGNER ***V082011***

LOGIC

APPLICATION FOR PARTICIPATION IN LOGIC

The undersigned local government (Applicant) applies and agrees to become a Participant in the Local Government Investment Cooperative (LOGIC) Trust.

1. **Authorization.** The governing body of Applicant has duly authorized this application by adopting the following resolution at a meeting of such governing body duly called, noticed, and held in accordance with the Texas Open Meeting Law, chapter 551, Texas Government Code, on ______________, 20__:

   WHEREAS, it is in the best interests of this governmental unit ("*Applicant*") to invest its funds jointly with other Texas eligible investing entities in the Local Government Investment Cooperative (LOGIC) Trust in order better to preserve and safeguard the principal and liquidity of such funds and to earn an acceptable yield; and

   WHEREAS, Applicant is authorized to invest its public funds and funds under its control in LOGIC and to enter into the Participation Agreement and Trust Instrument authorized herein;

   NOW, THEREFORE, BE IT RESOLVED THAT:

   SECTION 1. The form of application for participation in LOGIC attached to this resolution is approved. The officers of Applicant specified in the application are authorized to execute and submit the application, to open accounts, to deposit and withdraw funds, to agree to the terms for use of the website for online transactions, to designate other authorized representatives, and to take all other action required or permitted by Applicant under the Agreement created by the application, all in the name and on behalf of Applicant.

   SECTION 2. This resolution will continue in full force and effect until amended or revoked by Applicant and written notice of the amendment or revocation is delivered to the LOGIC Board of Trustees.

   SECTION 3. Terms used in this resolution have the meanings given to them by the application."

2. **Agreement.** Applicant agrees with other LOGIC Participants and the LOGIC Board of Trustees to the terms and conditions in the Participation Agreement and Trust Instrument, effective on this date, which are incorporated herein by reference. Applicant makes the representations, designations, delegations, and representations described in the Participation Agreement and Trust Instrument.

3. **Taxpayer Identification Number.** Applicant's taxpayer identification number is ______________________

4. **Contact Information.**

   Applicant primary mailing address: 500 South Oak Street, Roanoke, TX 76262

   Applicant physical address (if different): ______________________

   Applicant main phone number: 817-491-6075 x2116

   Applicant main fax number: 817-491-2242

5. **Authorized Representatives.** Each of the following Participant officials is designated as Participant's Authorized Representative authorized to give notices and instructions to the LOGIC Board of Trustees in accordance with the Agreement, the Bylaws, the Investment Policy, and the Operating Procedures:

   1. Name: Cody Petree Title: City Manager

   Signature: ______________________ Phone: 817-491-2411

   Email: cpetree@roanoketexas.com

2. Name: Kyle Lester Title: Finance Director

Signature: ______________________ Phone: 817-491-6075

Email: klester@roanoketexas.com

3. Name: Rebecca Tambunga Title: Finance Administrator

Signature: ______________________ Phone: 817-491-2111

Email: rtambunga@roanoketexas.com

4. Name: ______________________ Title: ______________________

Signature: ______________________ Phone: ______________________

Email: ______________________

{REQUIRED} PRIMARY CONTACT: List the name of the Authorized Representative **listed above** that will be designated as the Primary Contact and will receive all LOGIC correspondence including transaction confirmations and monthly statements.

Name: Kyle Lester

{OPTIONAL} INQUIRY ONLY CONTACT: In addition, the following additional Participant representative (***not listed above***) is designated as an ***Inquiry Only*** Representative authorized to obtain account information:

Name: ______________________ Title: ______________________

Signature: ______________________ Phone: ______________________

Email: ______________________

Applicant may designate other authorized representatives by written instrument signed by an existing Applicant Authorized Representative or Applicant's chief executive officer.

DATED ______________________

REQUIRED
PLACE OFFICIAL SEAL OF ENTITY HERE

____
(NAME OF ENTITY/APPLICANT)

SIGNED BY:

____
(Signature of official)

____
(Printed name and title)

ATTESTED BY:

____
(Signature of official)

____
(Printed name and title)

FOR INTERNAL USE ONLY
APPROVED AND ACCEPTED: LOCAL GOVERNMENT INVESTMENT COOPERATIVE (LOGIC)

....
AUTHORIZED SIGNER **DATE** ***V082023***

AGENDA ITEM

TO: Mayor and City Council

SUBJECT: Adoption of City of Roanoke, TX Investment Policy

MEETING DATE: January 9, 2024

DEPARTMENT: Finance

ITEM SUMMARY:

Per the Texas Public Investment Act, 'The governing body of an investing entity shall review its investment policy and investment strategies not less than annually. The governing body shall adopt a written instrument by rule, order, ordinance, or resolution stating that it has reviewed the investment policy and investment strategies and that the written instrument so adopted shall record any changes made to either the investment policy or investment strategies.'

The City's policy for investments emphasizes the safety of City funds, first and foremost. The policy states, 'Investments of the City shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. The objective will be to mitigate credit risk and interest rate risk.'

The second overall objective of the City's policy is to ensure adequate liquidity is maintained at all times. This means finance staff will work hard to structure the City's portfolio so that investments mature concurrent with cash needs to meet anticipated demands on operations. This further means that the City will consistently utilize money market mutual funds and/or local government investment pools, which offer same-day liquidity for short-term funds.

The final objective is to emphasize the highest return on investment for City funds, provided that the first two objectives have been sufficiently met. The policy sets a benchmark return equivalent to or exceeding the average rate of return on three-month U.S. treasury bills or the average Federal Reserve Discount rate, whichever is higher. Staff will endeavor to seek out investment opportunities that meet this rate of return.

Beyond these three goals, the City's policy outlines delegation of authority for investing City funds, training for all staff involved, permitted and non-permitted investment instruments, ethics and conflicts of interest, and identifies three authorized, licensed, and practicing broker/dealer firms through which the City can access the fixed-income

AGENDA ITEM

market. Authorized investments include U.S. Agency Debt (backed by the full faith and credit of the U.S. Government), fully insured or collateralized certificates of deposit, money market mutual funds, and local government investment pools.

Recommended broker/dealer firms for the City to work with are Wells Fargo, Raymond James, and Multi-Bank Securities. All three firms have acknowledged in writing and agreed to fully comply with the City's current investment policy as well as the Public Funds Investment Act. Additionally, all three have active Financial Industry Regulatory Authority certifications, and are licensed to operate within the State of Texas.

INFORMATION:

STAFF RECOMMENDATION:
Staff recommends approval.

SPECIAL CONSIDERATION:

FINANCIAL CONSIDERATION:

ATTACHMENTS:
1. Investment Policy-current

CITY OF ROANOKE
INVESTMENT POLICY

Amended - January, 2024

It is the policy of the City of Roanoke, Texas ("CITY"), that after allowing for anticipated cash requirements and giving due consideration to safety, liquidity and yield, all available funds will be pooled and invested in conformance with the Investment Policy which has been developed to conform to the State of Texas, Public Funds Investment Act as amended ("PFIA") located in Chapter 2256 of the Texas Local Government Code.

In addition, applicable recommended practices published by the Government Finance Officers' Association (GFOA) have been considered to ensure that Roanoke's investment activities are conducted within the framework of sound fiscal policy.

I. SCOPE.

This policy applies to all aspects of investing the financial assets of the City and serves to satisfy the statutory requirements of the PFIA to define and approve a formal investment policy. These funds are accounted for in the City's Comprehensive Annual Financial Report and include:

- General Fund
- Special Revenue Funds
- Capital Project Funds
- Enterprise Funds
- Debt Service Funds –including interest and sinking funds and reserve funds
- Roanoke Economic and Industrial Development Corporation
- Roanoke Community and Economic Development Corporation
- Other funds established from time to time

Except for cash in certain restricted and special funds, the City may consolidate cash and investment balances to ease cash management operations and maximize investment earnings. Investment income will be allocated to the various funds based on the respective participation and in accordance with generally accepted accounting principles.

II. GENERAL OBJECTIVES AND STRATEGY.

The primary objectives of the City of Roanoke's investment activities, in order of priority, shall be safety, liquidity, and yield:

SAFETY: Safety of principal is the foremost objective of the investment program. Investments of the City shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. The objective will be to mitigate credit risk and interest rate risk.

a. **Credit Risk –** The City will minimize credit risk, the risk of loss due to the failure of the security issuer or backer by:

   i. Limiting investments to the safest types as authorized by the PFIA.
   ii. Pre-qualifying the financial institutions, brokers/dealers, intermediaries, and advisors with whom the City will do business
   iii. Diversifying the investment portfolio so that potential losses on individual investments will be minimized.
   iv. Establishment of procedures to monitor rating changes of investments and the liquidation of such investments as required by the PFIA.

b. **Interest Rate Risk –** The City will minimize the risk that the market value of securities in the portfolio will fall due to changes in general interest rates by:

   i. Structuring the investment portfolio so that securities mature to meet cash requirements for ongoing operations, thereby avoiding the need to sell securities on the open market prior to maturity.

   ii. Investing operating funds primarily in shorter-term securities, financial institution deposits, money market mutual funds, or local government investment pools.

LIQUIDITY: The City's investment portfolio will remain sufficiently liquid to enable the City to meet all operating requirements that may be reasonably anticipated. This is accomplished by structuring the portfolio so that investments mature concurrent with cash needs to meet anticipated demands (static liquidity). Furthermore, since all possible cash demands cannot be anticipated, the portfolio should consist largely of investments with active secondary or resale markets (dynamic liquidity). All or a portion of the portfolio also may be placed in financial institution deposits, money market mutual funds, or local government investment pools which offer same-day liquidity for short-term funds.

YIELD: The City's investment portfolio shall be designed with the objective of regularly exceeding the average rate of return on three-month U.S. Treasury Bills or the average Federal Reserve Discount whichever is higher. The investment program shall seek to augment returns above this threshold consistent with risk limitations identified herein and prudent investment principles. Return on investment is of secondary importance compared to safety and liquidity. Investments shall not be liquidated prior to maturity with the following exceptions:

a. An investment with declining credit may be sold early to minimize loss of principal.
b. An investment swap would improve the quality, yield, or target duration in the portfolio.
c. Liquidity needs of the portfolio require that the investment be sold or redeemed.

RISK OF LOSS: All participants in the investment process shall seek to act responsibly as custodians of the public trust. Investment officials shall avoid any transaction that might impair public confidence in the City's ability to govern effectively.

STRATEGY: The strategy for all pooled funds is to ensure cash flows are matched with projected needs and assumes adequate liquidity and safety. This may be accomplished by purchasing high quality securities in a laddered structure or utilizing investment pools.

The City of Roanoke shall maintain portfolios which utilize four specific investment strategy considerations, designed to address the unique characteristics of the fund groups represented in the investment portfolios.

a. **Operating Funds:** Investment strategies for operating funds and commingled pools containing operating funds have as their primary objective to assure that anticipated cash flows are matched with adequate investment liquidity. The secondary objective is to create a portfolio structure which will experience minimal volatility during economic cycles. This may be accomplished by purchasing quality, short to medium term securities which will complement each other in a laddered structure. The weighted average maturity of 365 days or less will be calculated using the stated final maturity dates of each security.
b. **Debt Service Funds:** Investment strategies for debt service funds shall have as the primary objective the assurance of investment liquidity adequate to cover the debt service obligation on the required payment date. Surplus funds outside the debt service dates will remain within the investment and fiscal policies and be invested according to the investment guidelines for operating funds.
c. **Capital Projects and Special Purpose Funds:** Funds for capital projects or special purposes should allow for flexibility and unanticipated project outlays by having a portion of their investments in highly liquid securities. The stated final maturity dates of securities held should not exceed the estimated project completion date.

III. RESPONSIBILITY AND CONTROL

DELEGATION OF AUTHORITY: Authority to manage and operate the investment program is hereby delegated to the Director Finance, who shall establish written procedures and internal controls for the operation of the investment program consistent with this Investment Policy. Procedures should include, but not be limited to: account management procedures, cash flow estimation procedures, investment transaction procedures, authorized broker/dealer selection process, and investment portfolio reporting requirements. No person may engage in an investment transaction except as provided under the terms of this Policy and the procedures established by the Director of Finance. The Director of Finance shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of the Authorized Investment Officers and subordinate officials. All persons involved in investment activities will be referred as “Investment Officers”.

INVESTMENT TRAINING: The Investment Officers shall attend at least one training session accumulating at least ten (10) hours relating to the Officer's responsibility under the Act within twelve (12) months after assuming duties, and thereafter, attend investment training session(s) not less than once every two years (aligned with the City’s fiscal year end), receiving an additional eight (8) hours of training. The training shall be conducted by independent training sources approved by the Investment Committee. Training must include education in investment controls, security risks, strategy risks, market risks and compliance with the Public Funds Investment Act. The Investment Officer(s) will not be held personally liable for any loss on the portfolio if all provisions of this policy have been followed.

INVESTMENT COMMITTEE: There is hereby created an Investment Committee, consisting of the City Manager and/or his designee, Assistant City Manager, Director of Finance, and any City staff or Official deemed appropriate by the rest of the committee. The investment committee shall meet as necessary, to determine general strategies and to monitor portfolio performance. The Investment Committee shall include in its deliberations such topics as:

a. Economic outlook,
b. Portfolio diversification,
c. Maturity structure,
d. Risk Considerations,
e. Authorized brokers/dealers,
f. Target rate of return on the portfolio, and
g. Independent investment training sources

The Investment Committee shall provide for minutes of its meetings. Any two (2) members of the investment committee may request a special meeting, and three constitute a quorum.

IV. STANDARDS OF CARE

PRUDENCE: The standard of prudence to be used by investment officers shall be "**prudent person**" rules, which states, 'investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived." Investment officers acting in accordance with written policies and procedures, and exercising due diligence shall be relieved of personal responsibility for an individual investment security's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments.

ETHICS AND CONFLICTS OF INTEREST: Investment Officers shall refrain from personal business activity that could conflict with the proper execution and management of the investment program, or that could impair their ability to make impartial decisions. Investment Officers shall disclose any material interests in financial institutions with which they conduct business. They shall further disclose any personal financial/investment positions that could be related to the performance of the investment portfolio. Investment Officers shall refrain from undertaking personal investment transactions with the same individual with whom business is conducted on behalf of the City.

An Investment Officer who has a personal business relationship with a depository bank or with any entity seeking to sell an investment to the City shall file a statement disclosing that personal business interest. An Investment Officer who is related within the second degree of affinity or consanguinity to an individual seeking to sell an investment to the City shall file a statement disclosing that relationship. A statement required under this subsection must be filed with the Texas Ethics Commission and the City Council. For the purpose of this section, an investment officer has personal business relationship with a business organization if:

a. The investment officer owns 10 percent or more of the voting stock or shares of the business organization or owns $5,000 or more of the fair market value of the business organization;
b. Funds received by the investment officer from the business organization exceed 10 percent of the investment officer's gross income for the previous year; or
c. The investment officer has acquired from the business organization during the previous year investments with a book value of $2,500 or more for the personal account of the investment officer.

V. SELECTION OF BROKER/DEALERS AND DEPOSITORIES

AUTHORIZED BROKER/DEALERS: A list will be maintained of "primary" dealears and regional dealers that qualify under the Securities and Exchange Commission (SEC) Rule 15C3-1 (uniform net capital rule). All investment providers, financial institutions and broker/dealers who desire to become qualified for investment transactions must supply the following as appropriate:

a. Audited financial statements
b. Proof of Financial Industry Regulatory Authority (FINRA) certification
c. Proof of State registration
d. Completed broker/dealer questionnaire
e. Certification of having read, understood, and agreed to comply with the City's Investment Policy in compliance with the PFIA.

All brokers and dealers must be authorized by the City Council, as analyzed by this Broker Questionnaire. Investment Officers shall not conduct business with any firm with whom public entities have sustained losses on investments or whose name has been removed from an approved list by the Investment Committee. At least annually, the City Council will review, revise and adopt a list of qualified brokers that are authorized to engage in investment transactions with the City.

COMPLIANCE: A written copy of the investment policy will be presented to any investment pool or business organization offering to engage in an investment transaction with the City. A qualified representative (as described by section 2256.002, subdivision 10 of the Texas Government Code) of such business organization shall execute a written instrument, in a form acceptable to both the city and the organization, certifying that they have received and reviewed a written copy of the City's investment policy. The firm must acknowledge that it has implemented reasonable internal procedures and controls in an effort to preclude investment transactions conducted between the City and the organization that are not authorized by the City's investment policy, except to the extent that this authorization is dependent on an analysis of the makeup of the City's entire portfolio or requires an interpretation of subjective investment standards. The investment officer of the City may not acquire or otherwise obtain any authorized investment described in the City's investment policy from a person who has not delivered such instrument. This instrument does not, at any time, relieve the City of the responsibility of monitoring all investment transactions to determine if they are in compliance with this policy.

DEPOSITORIES: Primary Depositories shall be selected through the City's banking services procurement process, which shall include a formal Request for Proposal (RFP) issued in compliance with applicable State law (Chapter 105, State of Texas Local Government Code). This contract can be extended as per the RFP specifications. In selecting primary depositories, the credit worthiness of institutions shall be considered, and the Director of Finance shall conduct a comprehensive review of prospective primary depositories' credit characteristics and financial history.

COLLATERALIZED DEPOSITS: All depository deposits shall be insured or collateralized in compliance with applicable State law. The City reserves the right, in its sole discretion, to accept or reject any form of insurance or collateralization pledged towards depository deposits. Financial institutions serving as the City's Depositories will be required to sign a depository agreement with the City. The collateralized deposit portion of the agreement shall define the City's rights to the collateral in case of default, bankruptcy, or closing and shall establish a perfected security interest in compliance with Federal and State regulations, including:

a. The agreement must be in writing;
b. The agreement has to be executed by the Depository and the City contemporaneously with the acquisition of the asset;
c. The agreement must be approved by the Board of Directors or designated committee of the Depository and a copy of the meeting minutes must be delivered to the City; and
d. The agreement must be part of the Depository's "official record" continuously since its execution.

VI. SUITABLE AND AUTHORIZED INVESTMENTS

The City intends to pursue an active versus a passive portfolio management philosophy. That is, securities may be sold before they mature if market conditions present an opportunity for the City to benefit from the trade.

ELIGIBLE INVESTMENTS: The following investments will be permitted by this Policy as defined by state and local law where applicable.

a. U.S. government obligations, U.S. government agency obligations, and U.S. government instrumentality obligations (including obligations of the FDIC), which have a liquid market with a readily determinable market value, and exclude those prohibited by the PFIA.

b. Fully Insured or collateralized Certificates of deposit issued by a broker or depository institution that: 1) has its main office or a branch office in Texas and is guaranteed or insured by the Federal Deposit Insurance Corporation or its successor, 2) is secured by obligations in a manner and amount provided by law for deposits of the City, or 3) is placed through the Certificate of Deposit Account Registry Service (CDARS).

c. Repurchase and reverse repurchase agreements whose underlying purchased securities consist of instruments as defined in a. above and placed in compliance with the PFIA.

d. No load money market mutual funds registered and regulated by the Securities and Exchange Commission that meet the requirements of the PFIA.

e. Local government investment pools, either state-administered or through joint powers statutes and other intergovernmental agreement legislation authorized in compliance with the PFIA.

f. Other types of investments which may become authorized through amendment to the Public Funds Investment Act will not be authorized investments until approved by City Council in amendment to this Policy.

INELIGIBLE INVESTMENTS: The Investment Officer shall not knowingly permit City funds to be invested with any of the following investment instruments that are strictly prohibited:

a. Obligations whose payment represents the coupon payments of the outstanding principal balance of the underlying mortgage-backed security collateral and pays no principal;
b. Obligations whose payment represents the principal stream of cash flow from underlying mortgage-backed security collateral and bears no interest;

c. Collateralized mortgage obligations that have a stated final maturity date of greater than 10 years;
d. Collateralized mortgage obligations the interest rate of which is determined by an index that adjusts opposite to the changes in a market index; and
e. Any other restricted instruments or limitations that involve outright speculation.

Settlement of all security transactions (excluding pools and certificates of deposit) will be made on a delivery versus payment (DVP) basis. And all securities will be safekept in an independent third party safekeeping account (the City's depository).

INVESTMENT POOLS: Investment Pools with a weighted average maturity of 90 days or less. The pool must enter into a contract approved (by resolution) by the City Council to provide services to the city. The pool must be continuously rated no lower than AAA or AAA-m or at an equivalent rating by at least one nationally recognized rating service. A public funds investment pool created to function as a money market mutual fund must mark its portfolio to market daily and, to the extent reasonably possible, stabilize at a $1 net asset value. In addition, a public funds investment pool created to function as a money market mutual fund shall report yield to its investors in accordance with regulations of the Federal Securities and Exchange Commission. The pool must provide to the investment officer or authorized representative of the entity an offering circular or other similar disclosure instrument that contains, at a minimum, the following information:

- the types of investments in which money is allowed to be invested
- the maximum average dollar-weighted maturity allowed, based on the stated maturity date, of the pool
- the maximum stated maturity date any investment security within the portfolio has
- the objective of the pool
- the size of the pool
- the names of the members of the advisory board of the pool and the dates their term expires
- the custodian bank that will safe keep the pool's assets
- whether the intent of the pool is to maintain a net asset value of one dollar and the risk of market price fluctuation
- whether the only source payment is the assets of the pool at market value or whether there is a secondary source of payment, such as insurance or guarantees, and a description of the secondary source of payment
- the name and address of the independent auditor of the pool
- the requirements to be satisfied for an entity to deposit funds in and withdraw funds from the pool and any deadlines or other operating policies required for the entity to invest funds in and withdraw funds from the pool
- the performance history of the pool, including yield, average dollar-weighted maturities, and expense ratios

To maintain eligibility to receive funds from and invest funds on behalf of an entity under this chapter, an investment pool must furnish to the investment officer or other authorized representative of the entity:

a. investment transaction confirmations; and
b. a monthly report that contains, at a minimum, the following information:
    - the types and percentage breakdown of securities in which the pool is invested;
    - the current average dollar-weighted maturity, based on the stated maturity date, of the pool;

- the current percentage of the pool's portfolio in investments that have stated maturites of more than one year;
- the book value versus the market value of the pool's portfolio, using amortized cost valuation;
- the size of the pool;
- the number of participants in the pool;
- the custodian bank that is safekeeping the assets of the pool;
- a listing of daily transaction activity of the entity participating in the pool
- the yield and expense ratio of the pool, including a statement regarding how yield is calculated;
- the portfolio managers of the pool; and
- any changes or addenda to the offering circular.

VII. INVESTMENT PARAMETERS

DIVERSIFICATION: The investments shall be diversified by:

a. Limiting investments to avoid over concentration in securities from a specific issuer or business sector (where appropriate),
b. Limiting investment in securities that have higher credit risks,
c. Investing with varying maturities, and
d. Continuously investing a portion of the portfolio in readily available funds such as financial institution deposits, local government investment pools, money market funds, or overnight repurchase agreements to ensure that appropriate liquidity is maintained in order to meet ongoing obligations.

MAXIMUM MATURITIES: To the extent possible, the City shall attempt to match its investments with anticipated cash flow requirements. Unless matched to a specific cash flow, the City will not directly invest in instruments maturing more than three (3) years from the date of purchase or in accordance with state and local statutes and ordinances. The City shall adopt weighted average maturity limitations (which often range from 90 days to 3 years), consistent with the investment objectives.

Reserve funds and other funds with longer-term investment horizons may be invested in instruments exceeding three (3) years if the maturity of such investments is made to coincide as nearly as practicable with the expected use of funds.

Because of inherent difficulties in accurately forecasting cash flow requirements, a portion of the portfolio should be continuously invested in readily available funds such as financial institution deposits, investment pools, money market funds, or overnight repurchase agreements to ensure that appropriate liquidity is maintained to meet ongoing obligations.

COMPETITIVE ENVIRONMENT: In order to create a competitive pricing environment for each investment transaction, including certificates of deposit, the city shall solicit quotations from multiple providers except when purchasing new issues.

VIII. SAFEKEEPING AND CUSTODY

COLLATERALIZATION: All deposits and investments of City funds shall be secured by pledged collateral with a market value equal to or greater than 102% of deposits less an amount insured by FDIC and evidenced by original safekeeping receipts. Evidence of the pledged collateral shall be maintained by the Director of Finance and held by an independent third party financial institution outside the bank's holding company.

Repurchase agreements shall be documented by a specific PSA Master Repurchase Agreement noting the authorized collateral required. Bank collateral shall be reviewed monthly to assure the market value of the securities pledged equals or exceeds the related bank balances. Repurchase securities will be priced daily.

The City of Roanoke shall accept only the following securities as collateral:

A. FDIC insurance coverage.
B. Obligations of the United States or its agencies or instrumentalities,
C. Obligations of state agencies, counties, cities, and other political subdivisions of any state rated as to investment quality by a nationally recognized rating firm not less than "A" or higher,

All collateral shall be subject to inspection and audit by the Director of Finance or the City's independent auditors.

Securities pledged as collateral shall be held by an independent third party with whom the City has a current custodial agreement. The agreement is to specify the acceptable investment securities as collateral, including provisions relating to possession of the collateral, the substitution or release of investment securities, ownership of securities, and the method of valuation of securities. The agreement must clearly state that the custodian bank is instructed to release purchased and collateral securities to the City in the event the City has determined that the financial institution has failed to pay on any matured investments, or has determined that the funds of the City are in jeopardy for whatever reason, including involuntary closure or change of ownership.

SAFEKEEPING AND CUSTODY: All investment transactions, except CDs, investment pools, tri-party repurchase agreements and mutual funds must be settled on a delivery versus payment basis. That is, funds shall not be released or paid until verification has been made that the collateral or security was received by the Trustee or custodian. The collateral and securities shall be held in the name of the City or held on behalf of the City. The trustee's or custodian's records shall assure the notation of the City's ownership of or explicit claim on the securities. The original of the safekeeping receipts shall be delivered to the City. Substitution of collateral will require receipt of new securities before previously pledged securities are released on City approval.

All bank safekeeping arrangements shall be in accordance with a written safekeeping agreement approved by the Investment Committee which clearly defines the procedural steps for substitution and for gaining proceeds to the collateral should the City determine that the City's funds are in jeopardy. The safekeeping institution or trustee shall be the Federal Reserve Bank or an independent third party custodian outside the bank's holding company pledging the collateral. The tri-party safekeeping agreement shall include the signature of the City, the firm and the Trustee or custodian. Safekeeping for repurchase agreement securities must be by an independent third party custodian.

DELIVERY VERSUS PAYMENT. All trades, where applicable, will be executed by delivery versus payment (DVP) to ensure that securities are deposited in an eligible financial institution prior to the release of funds. Securities will be held by a third-party safekeeping agent as evidenced by safekeeping receipts.

IX. REPORTING

QUARTERLY REPORTING: The Director of Finance shall prepare and submit an investment report, at least quarterly, to the investment committee and the City Council. The report shall be in compliance with the PFIA and must:

a. Describe in detail the investment position of the city on the date of the report,
b. Be prepared jointly by the investment officers,
c. Be signed by each investment officer,
d. Contain a summary statement for each pooled group that states:
    I. the beginning market value for the reporting period,
    II. the additions and changes to the market value for the reporting period,
    III. the ending market value for the reporting period, and
    IV. the fully accrued interest for the period.
e. State the book value, market value, and maturity date for each separately invested asset at the end of the reporting period by the type of asset and fund type invested,
f. State the account or fund or pooled group fund in the city for which the individual investment was acquired, and
g. State compliance with the City's investment portfolio as it relates to the City's investment strategies and the Public Funds Investment Act.

MONITORING OF MARKET PRICE OF INVESTMENTS: The investment officer shall determine the market value of each investment at least quarterly and at a time as close as practicable to the closing of the reporting period for investments. Such values shall be included on the investment reports. The following methods shall be used:

1. Certificates of deposits shall be valued at their face value plus any accrued but unpaid interest.

2. Shares in money market mutual funds and investment pools shall be valued at par plus any accrued but unpaid interest.

3. Other investment securities may be valued in any of the following ways:

    a. the lower of two bids obtained from securities broker/dealers for such security;
    b. the average of the bid and asked prices for such investment security as published in the Wall Street Journal;
    c. the bid price published by any nationally recognized security pricing service.

X. MANAGEMENT AND INTERNAL CONTROLS

The Director of Finance, or designee, shall establish a system of internal controls designed to ensure that the assets of the City are protected from loss, theft, or misuse. The internal control structure shall be designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that (1) the cost of a control should not exceed the benefits likely to be derived and (2) the valuation of costs and benefits require estimates and judgments by management.

Accordingly, within the scope of the annual audit, the Director of Finance shall establish a process for an independent review by an external auditor to assure compliance with policies and procedures. The internal controls shall address the following points:

a. Control of collusion
b. Separation of duties
c. Separation of transaction authority from accounting and record keeping
d. Custodial safekeeping
e. Avoidance of physical delivery securities
f. Clear delegation of authority to subordinate staff members
g. Written confirmation of transactions for investments and wire transfers
h. Compliance with investment policy
i. Adequate training and development of investment officials
j. Reconcilements and comparisons of security receipts with the investment subsidiary records

XI. INVESTMENT POLICY ADOPTION

The investment policy shall be adopted by resolution of the City Council. The investment policy and investment strategies shall be reviewed annually by the investment committee and any modification will be recommended for approval to the City Council. The City Council shall review these investment policies and strategies not less than annually.

GLOSSARY OF COMMON TREASURY TERMINOLOGY

Agencies: Federal agency securities.

Asked: The price offered for securities.

Broker: A broker brings buyers and sellers together for a commission paid by the initiator of the transaction or by both sides; he does not position. In the money market, brokers are active in markets in which banks buy and sell money and in interdealer markets.

Certificate of Deposit (CD): A time deposit with a specific maturity evidenced by a certificate. Large-denomination CD's are typically negotiable.

Collateral: Securities, evidence of deposit or other property which a borrower pledges to secure repayment of a loan. Also refers to securities pledged by a bank to secure deposits of public monies.

Comprehensive Annual Financial Report (CAFR): The official annual report for the City of Roanoke. It includes five combined statements and basic financial statements for each individual fund and account group prepared in conformity with GAAP. It also includes supporting schedules necessary to demonstrate compliance with finance-related legal and contractual provisions, extensive introductory material, and a detailed Statistical Section.

Coupon: (a) the annual rate of interest that a bond's issuer promises to pay the bondholder on the bond's face value. (b) A certificate attached to a bond evidencing interest due on a payment date.

Dealer: A dealer, as opposed to a broker, acts as a principal in all transactions, buying and selling for his own account.

Debenture: A bond secured only by the general credit of the issuer.

Delivery versus Payment: There are two methods of delivery of securities: delivery versus payment and delivery versus receipt (also called free). Delivery versus payment is delivery of securities with an exchange of money for the securities. Delivery versus receipt is delivery of securities with an exchange of a signed receipt for the securities.

Discount: The difference between the cost price of a security and its value at maturity when quoted at lower than face value. A security selling below original offering price shortly after sale also is considered to be at a discount.

Discount Securities: Non-interest bearing money market instruments that are issued at a discount and redeemed at maturity for full face value, e.g., U.S. Treasury bills.

Diversification: Dividing investment funds among a variety of securities offering independent returns.

Federal Credit Agencies: Agencies of the Federal government set up to supply credit to various classes of institutions and individuals, e.g., S&L's, small business firms, students, farmers, farm cooperatives, and exporters.

Federal Deposit Insurance Corporation (FDIC): A federal agency that insures bank deposits, currently up to $100,000 per deposit.

Federal Funds Rate: The rate of interest at which Fed funds are traded. This rate is currently pegged by the Federal Reserve through open-market operations.

Federal Home Loan Banks (FHLB): The institutions that regulate and lend savings and loan associations. The Federal Home Loan Banks play a role analogous to that played by the Federal Reserve Banks vis-a-vis member commercial banks.

Federal National Mortgage Association (FNMA): FNMA, like GNMA, was chartered under the Federal National Mortgage Association Act in 1938. FNMA is a federal corporation working under the auspices of the Department of Housing and Urban Development, H.U.D. It is the largest single provider of residential mortgage funds in the United States. Fannie Mae, as the corporation is called, is a private stockholder-owned corporation. The corporation's purchases include a variety of adjustable mortgages and second loans in addition to fixed-rate mortgages. FNMA's securities are also highly liquid and are widely accepted. FNMA assumes and guarantees that all security holders will receive timely payment of principal and interest.

Federal Open Market Committee (FOMC): Consists of seven members of the Federal Reserve Board and five of the twelve Federal Reserve Bank Presidents. The President of the New York Federal Reserve Bank is a permanent member while the other Presidents serve on a rotating basis. The Committee periodically meets to set Federal Reserve guidelines regarding purchases and sales of Government Securities in the open-market as a means of influencing the volume of bank credit and money.

Federal Reserve System: The central bank of the United States created by Congress and consisting of a seven member Board of Governors in Washington, D.C. 12 regional banks and about 5,700 commercial banks that are members of the system.

Government National Mortgage Association (GNMA or Ginnie Mae): Securities guaranteed by GNMA and issued by mortgage bankers, commercial banks, savings and loan associations, and other institutions. Security holder is protected by full faith and credit of the U.S. Government, Ginnie Mae securities are backed by FHA, VA or FMHM mortgages. The term pass-through is often used to describe Ginnie Maes.

Liquidity: A liquid asset is one that can be converted easily and rapidly into cash without a substantial loss of value. In the money market, a security is said to be liquid if the spread between bid and asked prices is narrow and reasonable size can be done at those quotes.

Local Government Investment Pool (LGIP): The aggregate of all funds from political subdivisions that are placed in the custody of the State Treasurer for investment and reinvestment.

Market Value: The price at which a security is trading and could presumably be purchased or sold.

Master Repurchase Agreement: To protect investors, many public investors will request that repurchase agreements be preceded by a master repurchase agreement between the investor and the financial institution or dealer. The master agreement should define the nature of the transaction, identify the relationship between the parties, establish normal practices regarding ownership and custody of the collateral securities during the term of the investment, provide remedies in the case of default by either party and clarify issues of ownership. The master repurchase agreement protects the investor by eliminating the uncertainty of ownership and hence, allowing investors to liquidate collateral if a bank or dealer defaults during the term of the agreement.

Maturity: The date upon which the principal or stated value of an investment becomes due and payable.

Money Market: The market in which short-term debt instruments (bills, commercial paper, bankers' acceptances, etc.) are issued and traded.

Open Market Operations: Purchases and sales of government and certain other securities in the open market by the New York Federal Reserve Bank as directed by the FOMC in order to influence the volume of money and credit in the economy. Purchases inject reserves into the bank system and stimulate growth of money and credit; sales have the opposite effect. Open market operations are the Federal Reserve's most important and most flexible monetary policy tool.

Portfolio: Collection of securities held by an investor.

Primary Dealer: A group of government securities dealers that submit daily reports of market activity and positions and monthly financial statements to the Federal Reserve Bank of New York and are subject to its informal oversight. Primary dealers include Securities and Exchange Commission (SEC) registered securities broker-dealers, banks and a few unregulated firms.

Prudent Person Rule: An investment standard. Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.

Qualified Public Depositories: A financial institution which does not claim exemption from the payment of any sales or compensating use or ad valorem taxes under the laws of this state, which has segregated for the benefit of the commission eligible collateral having a value of not less than its maximum liability and which has been approved by the Public Deposit Protection Commission to hold public deposits.

Rate of Return: The yield obtainable on a security based on its purchase price or its current market price. This may be the amortized yield to maturity on a bond or the current income return.

Repurchase Agreement (RP or REPO): A holder of securities sells these securities to an investor with an agreement to repurchase them at a fixed price on a fixed date. The security "buyer" in effect lends the "seller" money for the period of the agreement, and the terms of the agreement are structured to compensate him for this. Dealers use RP extensively to finance their positions. Exception: When the Fed is said to be doing RP, it is lending money which is, increasing bank reserves.

Safekeeping: A service to customers rendered by banks for a fee whereby securities and valuables of all types and descriptions are held in the bank's vaults for protection.

SEC Rule 15C3-1: See uniform net capital rule.

Secondary Market: A market made for the purchase and sale of outstanding issues following the initial distribution.

Securities & Exchange Commission: Agency created by Congress to protect investors in securities transactions by administering securities legislation.

Treasury Bills: A non-interest bearing discount security issued by the U.S. Treasury to finance the national debt. Most bills are issued to mature in three months, six months or one year.

Treasury Bonds: Long-term U.S. Treasury securities having initial maturities of more than ten years.

Treasury Notes: Intermediate term coupon bearing U.S. Treasury securities having initial maturities from one to ten years.

Yield: The rate of annual income return on an investment, expressed as a percentage. (a) **Income Yield** is obtained by dividing the current dollar income by the current market price of the security. (b) **Net Yield** or **Yield to Maturity** is the current income yield minus any premium above par or plus any discount from par in purchase price, with the adjustment spread over the period from the date of purchase to the date of maturity of the bond.

Uniform Net Capital Rule: Securities and Exchange Commission requirement that member firms as well as nonmember broker-dealers in securities maintain a maximum ratio of indebtedness to liquid capital of 15 to 1; also call **net capital rule** and **net capital ratio.** Indebtedness covers all money owed to a firm, including margin loans and commitments to purchase securities, one reason new public issues are spread among members of underwriting syndicates. Liquid capital includes cash and assets easily converted into cash.

Authorized Broker/Dealer List:

Firm: Wells Fargo Corporate & Investment Banking

Address: 550 S Tryon Street, 4th Floor | Charlotte, NC 28202-4200

MAC D1086-041 | Tel 877-433-9965

Contact: Nicholas Ebby

Firm: Raymond James

Address: Westhampton Commons at Patterson & Libbie

5820 Patterson Avenue, Suite 100
Richmond, VA 23226
(804) 225-1150

Contact: Josh Spain

Firm: Multi-Bank Securities, Inc.

Address: 1000 Town Center, Suite 2300

Southfield, MI 48075
866-330-0849

Contact: Emily Jones

AGENDA ITEM

TO: Mayor and City Council

SUBJECT: Google Workspace

MEETING DATE: January 9, 2024

DEPARTMENT: Administration

ITEM SUMMARY:
Consider approval of a contract between the City of Roanoke and Cima Solutions Group for Google Workspace pricing.

INFORMATION:
The City has already been using Google Workspace E-Mail for approximately a year. Instead of just going year to year with the pricing, this 36-month commitment will lock in current pricing and allow us a deeper discount compared to a 12-month term.

STAFF RECOMMENDATION:
Staff recommends approval

SPECIAL CONSIDERATION:

FINANCIAL CONSIDERATION:
This is a budgeted item already approved in fiscal year 2024.

ATTACHMENTS:
1. Google Workspace 36 month term-185

QUOTE #:	AAAQ1891-04
DATE:	Dec 26, 2023

Cima Solutions Group
118 Lynn Avenue , Suite 300,
Lewisville, TX 75057

Phone: **9724998260**
Fax: **214-513-3075**

Prepared For:

Blake Gore
City of Roanoke
500 South Oak Street Roanoke
Roanoke, TX 76262

Phone 817-491-6097

Prepared By:

John Alday
CEO
renewals@cimasg.com
318-561-8326

P.O. Number	Payment Terms	Valid Through
	NET 30	Jan 25, 2024

Here is the quote you requested.

Qty	Description	Contract #	Part Number	Service Start Date:	Service End Date:	Unit Price	Ext. Price
DIR-TSO-4162							
185	Google Workspace Enterprise Standard: 1 Year		GAPPS-ENT-STD-1USER -12MO	1/24/2024	1/23/2025	$213.90	$39,571.50
1	Enterprise Data Protection Platform Standard Virtru Platform Subscription		CHG-000100	1/24/2024	1/23/2025	$3,232.92	$3,232.92
50	Endpoint File Protection Virtru for Google Drive Data Centric Security Virtru		CHG-000118	1/24/2024	1/23/2025	$21.56	$1,078.00
50	Endpoint Email Protection Virtru for Email Data Centric Security Virtru		CHG-000114	1/24/2024	1/23/2025	$64.68	$3,234.00

Qty	Description	Contract #	Part Number	Service Start Date:	Service End Date:	Unit Price	Ext. Price
185	Google Workspace Enterprise Standard: 2 Year		GAPPS-ENT-STD-1USER -12MO	1/24/2025	1/23/2026	$213.90	$39,571.50
1	Enterprise Data Protection Platform Standard Virtru Platform Subscription		CHG-000100	1/24/2025	1/23/2026	$3,232.92	$3,232.92
50	Endpoint File Protection Virtru for Google Drive Data Centric Security Virtru		CHG-000118	1/24/2025	1/23/2026	$21.56	$1,078.00
50	Endpoint Email Protection Virtru for Email Data Centric Security Virtru		CHG-000114	1/24/2025	1/23/2026	$64.68	$3,234.00
185	Google Workspace Enterprise Standard: 3 Year		GAPPS-ENT-STD-1USER -12MO	1/24/2026	1/23/2027	$213.90	$39,571.50
1	Enterprise Data Protection Platform Standard Virtru Platform Subscription		CHG-000100	1/24/2026	1/23/2027	$3,232.92	$3,232.92
50	Endpoint File Protection Virtru for Google Drive Data Centric Security Virtru		CHG-000118	1/24/2026	1/23/2027	$21.56	$1,078.00
50	Endpoint Email Protection Virtru for Email Data Centric Security Virtru		CHG-000114	1/24/2026	1/23/2027	$64.68	$3,234.00

Please contact me if I can be of further assistance.

AGENDA ITEM

TO: Honorable Mayor and City Council

SUBJECT: Contract renewal - Axon Enterprise, Inc.

MEETING DATE: January 9, 2024

DEPARTMENT: Police

ITEM SUMMARY:
Consider approval of the contract renewal with Axon Enterprise, Inc. for upgraded software, services, and equipment.

INFORMATION:
Consider approval of the contract renewal with Axon Enterprise, Inc. for upgraded software, services, and equipment. This upgrade includes cameras (in-car cameras and body-worn cameras), Conducted Energy Weapons (CEW's), software, and warranties. These upgrades are necessary to replace aging equipment and software, as well as additional equipment for increase in staffing.

STAFF RECOMMENDATION:
Approve the contract renewal with Axon Enterprise, Inc. for upgraded software, services, and equipment.

SPECIAL CONSIDERATION:

FINANCIAL CONSIDERATION:
The proposed contract is for a total of $609,730.13 over 5 years as follows:

January 2024: $63,658.61*
January 2025: $136,517.88
January 2026: $136,517.88
January 2027: $136,517.88
January 2028: $136,517.88

*The January 2024 payment of $63,658.61, allows the renewal cost for the first year to be within the budgeted renewal for the 23/24 fiscal year budget.

AGENDA ITEM

This renewal is consolidating all contracts into one, including Interview Room camera system, upgrading in-car cameras to Fleet 3, upgrading CEW's to TASER 10, body cameras and everything evidence.com related, including storage and add-ons.

The early renewal provides a cost savings and avoids additional price increases that are already established in AXON's 2024 price book. Based on what we know today, the overall total quote would go up to approximately $711,405.69 in 2024, which is a savings of over $100,00.00 from the proposed renewal contract.

ATTACHMENTS:

1. Roanoke Police Dept. - TX - Rewrite of Contract w_T10, IR, F3 and Ab4

Axon Enterprise, Inc.
17800 N 85th St.
Scottsdale, Arizona 85255
United States
VAT: 86-0741227
Domestic: (800) 978-2737
International: +1.800.978.2737

Q-518745-45274.804AS

Issued: 12/14/2023
Quote Expiration: 01/15/2024
Estimated Contract Start Date: 02/15/2024
Account Number: 328235
Payment Terms: N30
Delivery Method:

SHIP TO	BILL TO
Roanoke Police Dept. - TX 609 Dallas Dr Roanoke, TX 76262-6694 USA	Roanoke Police Dept. - TX 609 Dallas Dr Roanoke TX 76262-6694 USA Email:

SALES REPRESENTATIVE	PRIMARY CONTACT
Adam Smith Phone: 602-751-1798 Email: asmith@axon.com Fax: (480) 463-2201	Corey Bosworth Phone: (817) 491-6052 Email: cbosworth@roanokepolice.com Fax: (817) 491-6053

Quote Summary

Program Length	60 Months
TOTAL COST	$609,730.13
ESTIMATED TOTAL W/ TAX	$609,730.13

Discount Summary

Average Savings Per Year	$47,517.87
TOTAL SAVINGS	$237,589.37

Payment Summary

Date	Subtotal	Tax	Total
Jan 2024	$63,658.61	$0.00	$63,658.61
Jan 2025	$136,517.88	$0.00	$136,517.88
Jan 2026	$136,517.88	$0.00	$136,517.88
Jan 2027	$136,517.88	$0.00	$136,517.88
Jan 2028	$136,517.88	$0.00	$136,517.88
Total	**$609,730.13**	**$0.00**	**$609,730.13**

Quote Unbundled Price:	**$847,319.50**
Quote List Price:	**$773,581.30**
Quote Subtotal:	**$609,730.13**

Pricing

All deliverables are detailed in Delivery Schedules section lower in proposal

Item	Description	Qty	Term	Unbundled	List Price	Net Price	Subtotal	Tax	Total
Program									
100553	TRANSFER CREDIT - SOFTWARE AND SERVICES	1			$1.00	($19,522.90)	($19,522.90)	$0.00	($19,522.90)
101027	TRANSFER CREDIT - GOODS CEW	1			$1.00	$13,592.25	$13,592.25	$0.00	$13,592.25
Fleet3ARe	Fleet 3 Advanced Renewal	14	60	$214.29	$178.74	$175.41	$147,344.40	$0.00	$147,344.40
BWCamMBDTAP	Body Worn Camera Multi-Bay Dock TAP Bundle	6	60	$70.49	$34.66	$32.16	$11,577.60	$0.00	$11,577.60
BWCamTAP	Body Worn Camera TAP Bundle	41	60	$38.79	$32.50	$29.94	$73,652.40	$0.00	$73,652.40
T10Cert	TASER 10 Certification Bundle	40	60	$82.29	$75.83	$71.28	$171,072.00	$0.00	$171,072.00
A la Carte Hardware									
72036	FLEET 3 STANDARD 2 CAMERA KIT	14			$2,695.00	$0.00	$0.00	$0.00	$0.00
50294	INTERVIEW - SERVER - LITE	2			$3,625.79	$3,625.79	$7,251.58	$0.00	$7,251.58
H00001	AB4 Camera Bundle	41	60		$849.00	$0.00	$0.00	$0.00	$0.00
H00002	AB4 Multi Bay Dock Bundle	6	60		$1,638.90	$0.73	$263.40	$0.00	$263.40
A la Carte Software									
50043	INTERVIEW - SOFTWARE - STREAMING SERVER MAINTENANCE (PER SER	2	60		$31.68	$31.68	$3,801.60	$0.00	$3,801.60
50045	UNLIMITED INTERVIEW ROOM CLOUD STORAGE	3	60		$107.41	$104.08	$18,733.80	$0.00	$18,733.80
73478	REDACTION ASSISTANT USER LICENSE	41	60		$9.76	$8.78	$21,608.64	$0.00	$21,608.64
73682	AUTO TAGGING LICENSE	41	60		$9.76	$8.78	$21,608.64	$0.00	$21,608.64
73683	10 GB EVIDENCE.COM A-LA-CART STORAGE	1200	60		$0.60	$0.54	$38,880.00	$0.00	$38,880.00
ProLicense	Pro License Bundle	48	60		$42.31	$26.63	$76,680.00	$0.00	$76,680.00
A la Carte Services									
85149	CEW 2 DAY PRODUCT SPECIFIC INSTRUCTOR COURSE	1			$6,800.00	$6,800.00	$6,800.00	$0.00	$6,800.00
A la Carte Warranties									
73390	TRANSFERRED WARRANTY, CRADLEPOINT ROUTER	14	9		$0.00	$0.00	$0.00	$0.00	$0.00
50448	EXT WARRANTY, INTERVIEW ROOM	3	21		$23.44	$23.44	$1,476.72	$0.00	$1,476.72
11521	CRADLEPOINT, NETCLOUD, RENEWAL, 5YR	14			$1,065.00	$1,065.00	$14,910.00	$0.00	$14,910.00
Total							**$609,730.13**	**$0.00**	**$609,730.13**

Delivery Schedule

Hardware

Bundle	Item	Description	QTY	Estimated Delivery Date
AB4 Camera Bundle	100147	AXON BODY 4 - NA - US FIRST RESPONDER - BLK - RAPIDLOCK	41	01/15/2024
AB4 Camera Bundle	100147	AXON BODY 4 - NA - US FIRST RESPONDER - BLK - RAPIDLOCK	1	01/15/2024
AB4 Camera Bundle	100466	USB-C to USB-C CABLE FOR AB4	46	01/15/2024
AB4 Camera Bundle	74028	WING CLIP MOUNT, AXON RAPIDLOCK	46	01/15/2024
AB4 Multi Bay Dock Bundle	100206	AXON BODY 4 - 8 BAY DOCK	6	01/15/2024
AB4 Multi Bay Dock Bundle	70033	WALL MOUNT BRACKET, ASSY, EVIDENCE.COM DOCK	6	01/15/2024
AB4 Multi Bay Dock Bundle	71019	NORTH AMER POWER CORD FOR AB3 8-BAY, AB2 1-BAY / 6-BAY DOCK	6	01/15/2024
TASER 10 Certification Bundle	100390	TASER 10 HANDLE, YLW, CLASS 3R	40	01/15/2024
TASER 10 Certification Bundle	100390	TASER 10 HANDLE, YLW, CLASS 3R	1	01/15/2024
TASER 10 Certification Bundle	100393	TASER 10 LIVE DUTY MAGAZINE BLACK	40	01/15/2024
TASER 10 Certification Bundle	100393	TASER 10 LIVE DUTY MAGAZINE BLACK	1	01/15/2024
TASER 10 Certification Bundle	100394	TASER 10 HALT TRN MAGAZINE BLUE (HOOK-AND-LOOP-TRAINING)	2	01/15/2024
TASER 10 Certification Bundle	100395	TASER 10 LIVE TRAINING MAGAZINE PURPLE	2	01/15/2024
TASER 10 Certification Bundle	100396	TASER 10 INERT MAGAZINE RED	2	01/15/2024
TASER 10 Certification Bundle	100399	TASER 10 LIVE CARTRIDGE	800	01/15/2024
TASER 10 Certification Bundle	100400	TASER 10 HALT CARTRIDGE	240	01/15/2024
TASER 10 Certification Bundle	100401	TASER 10 INERT CARTRIDGE	16	01/15/2024
TASER 10 Certification Bundle	100611	TASER 10 SAFARILAND HOLSTER, RH	40	01/15/2024
TASER 10 Certification Bundle	100623	ENHANCED HOOK-AND-LOOP TRAINING (HALT) SUIT (V2)	1	01/15/2024
TASER 10 Certification Bundle	20018	TASER BATTERY PACK, TACTICAL	40	01/15/2024
TASER 10 Certification Bundle	20018	TASER BATTERY PACK, TACTICAL	7	01/15/2024
TASER 10 Certification Bundle	20018	TASER BATTERY PACK, TACTICAL	1	01/15/2024
TASER 10 Certification Bundle	70033	WALL MOUNT BRACKET, ASSY, EVIDENCE.COM DOCK	1	01/15/2024
TASER 10 Certification Bundle	71019	NORTH AMER POWER CORD FOR AB3 8-BAY, AB2 1-BAY / 6-BAY DOCK	1	01/15/2024
TASER 10 Certification Bundle	74200	TASER 6-BAY DOCK AND CORE	1	01/15/2024
TASER 10 Certification Bundle	80087	TASER TARGET, CONDUCTIVE, PROFESSIONAL (RUGGEDIZED)	1	01/15/2024
TASER 10 Certification Bundle	80090	TARGET FRAME, PROFESSIONAL, 27.5 IN. X 75 IN., TASER 7	1	01/15/2024
A la Carte	50294	INTERVIEW - SERVER - LITE	2	01/15/2024
A la Carte	72036	FLEET 3 STANDARD 2 CAMERA KIT	14	01/15/2024
TASER 10 Certification Bundle	100399	TASER 10 LIVE CARTRIDGE	80	01/15/2025
TASER 10 Certification Bundle	100400	TASER 10 HALT CARTRIDGE	240	01/15/2025
TASER 10 Certification Bundle	100399	TASER 10 LIVE CARTRIDGE	80	01/15/2026
TASER 10 Certification Bundle	100400	TASER 10 HALT CARTRIDGE	240	01/15/2026
Body Worn Camera Multi-Bay Dock TAP Bundle	73689	MULTI-BAY BWC DOCK 1ST REFRESH	6	07/15/2026
Body Worn Camera TAP Bundle	73309	AXON CAMERA REFRESH ONE	42	07/15/2026
TASER 10 Certification Bundle	100399	TASER 10 LIVE CARTRIDGE	80	01/15/2027
TASER 10 Certification Bundle	100400	TASER 10 HALT CARTRIDGE	240	01/15/2027
TASER 10 Certification Bundle	100399	TASER 10 LIVE CARTRIDGE	80	01/15/2028
TASER 10 Certification Bundle	100400	TASER 10 HALT CARTRIDGE	240	01/15/2028
Body Worn Camera Multi-Bay Dock TAP Bundle	73688	MULTI-BAY BWC DOCK 2ND REFRESH	6	01/15/2029
Body Worn Camera TAP Bundle	73310	AXON CAMERA REFRESH TWO	42	01/15/2029
Fleet 3 Advanced Renewal	72040	FLEET REFRESH, 2 CAMERA KIT	14	01/15/2029

Software

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
Fleet 3 Advanced Renewal	80400	FLEET, VEHICLE LICENSE	14	02/15/2024	02/14/2029
Fleet 3 Advanced Renewal	80401	FLEET 3, ALPR LICENSE, 1 CAMERA	14	02/15/2024	02/14/2029
Fleet 3 Advanced Renewal	80402	RESPOND DEVICE LICENSE - FLEET 3	14	02/15/2024	02/14/2029
Fleet 3 Advanced Renewal	80410	FLEET, UNLIMITED STORAGE, 1 CAMERA	28	02/15/2024	02/14/2029
Pro License Bundle	73683	10 GB EVIDENCE.COM A-LA-CART STORAGE	144	02/15/2024	02/14/2029
Pro License Bundle	73746	PROFESSIONAL EVIDENCE.COM LICENSE	48	02/15/2024	02/14/2029
TASER 10 Certification Bundle	20248	TASER - EVIDENCE.COM LICENSE	40	02/15/2024	02/14/2029
TASER 10 Certification Bundle	20248	TASER - EVIDENCE.COM LICENSE	1	02/15/2024	02/14/2029
A la Carte	50043	INTERVIEW - SOFTWARE - STREAMING SERVER MAINTENANCE (PER SER	2	02/15/2024	02/14/2029
A la Carte	50045	UNLIMITED INTERVIEW ROOM CLOUD STORAGE	3	02/15/2024	02/14/2029
A la Carte	73478	REDACTION ASSISTANT USER LICENSE	41	02/15/2024	02/14/2029
A la Carte	73682	AUTO TAGGING LICENSE	41	02/15/2024	02/14/2029
A la Carte	73683	10 GB EVIDENCE.COM A-LA-CART STORAGE	1200	02/15/2024	02/14/2029

Services

Bundle	Item	Description	QTY
Fleet 3 Advanced Renewal	73392	FLEET 3 UPGRADE INSTALLATION (PER VEHICLE)	14
TASER 10 Certification Bundle	100751	TASER 10 DUTY CARTRIDGE REPLACEMENT ACCESS PROGRAM	40
A la Carte	85149	CEW 2 DAY PRODUCT SPECIFIC INSTRUCTOR COURSE	1

Warranties

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
A la Carte	11521	CRADLEPOINT, NETCLOUD, RENEWAL, 5YR	14	02/15/2024	02/14/2029
A la Carte	73390	TRANSFERRED WARRANTY, CRADLEPOINT ROUTER	14	02/15/2024	11/14/2024
Body Worn Camera Multi-Bay Dock TAP Bundle	80465	EXT WARRANTY, MULTI-BAY DOCK (TAP)	6	01/15/2025	02/14/2029
Body Worn Camera TAP Bundle	80464	EXT WARRANTY, CAMERA (TAP)	41	01/15/2025	02/14/2029
Body Worn Camera TAP Bundle	80464	EXT WARRANTY, CAMERA (TAP)	1	01/15/2025	02/14/2029
Fleet 3 Advanced Renewal	80495	EXT WARRANTY, FLEET 3, 2 CAMERA KIT	14	01/15/2025	02/14/2029
TASER 10 Certification Bundle	100704	EXT WARRANTY, TASER 10 HANDLE	40	01/15/2025	02/14/2029
TASER 10 Certification Bundle	100704	EXT WARRANTY, TASER 10 HANDLE	1	01/15/2025	02/14/2029
TASER 10 Certification Bundle	80374	EXT WARRANTY, TASER 7 BATTERY PACK	40	01/15/2025	02/14/2029
TASER 10 Certification Bundle	80374	EXT WARRANTY, TASER 7 BATTERY PACK	7	01/15/2025	02/14/2029
TASER 10 Certification Bundle	80374	EXT WARRANTY, TASER 7 BATTERY PACK	1	01/15/2025	02/14/2029
TASER 10 Certification Bundle	80396	EXT WARRANTY, TASER 7 SIX BAY DOCK	1	01/15/2025	02/14/2029
A la Carte	50448	EXT WARRANTY, INTERVIEW ROOM	3	01/15/2025	10/14/2026

Payment Details

Jan 2024

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 1	11521	CRADLEPOINT, NETCLOUD, RENEWAL, 5YR	14	$1,685.30	$0.00	$1,685.30
Year 1	50043	INTERVIEW - SOFTWARE - STREAMING SERVER MAINTENANCE (PER SER	2	$429.70	$0.00	$429.70
Year 1	50045	UNLIMITED INTERVIEW ROOM CLOUD STORAGE	3	$2,117.52	$0.00	$2,117.52
Year 1	50294	INTERVIEW - SERVER - LITE	2	$819.66	$0.00	$819.66
Year 1	50448	EXT WARRANTY, INTERVIEW ROOM	3	$166.92	$0.00	$166.92
Year 1	72036	FLEET 3 STANDARD 2 CAMERA KIT	14	$0.00	$0.00	$0.00
Year 1	73390	TRANSFERRED WARRANTY, CRADLEPOINT ROUTER	14	$0.00	$0.00	$0.00
Year 1	73478	REDACTION ASSISTANT USER LICENSE	41	$2,442.46	$0.00	$2,442.46
Year 1	73682	AUTO TAGGING LICENSE	41	$2,442.46	$0.00	$2,442.46
Year 1	73683	10 GB EVIDENCE.COM A-LA-CART STORAGE	1200	$4,394.68	$0.00	$4,394.68
Year 1	85149	CEW 2 DAY PRODUCT SPECIFIC INSTRUCTOR COURSE	1	$768.62	$0.00	$768.62
Year 1	BWCamMBDTAP	Body Worn Camera Multi-Bay Dock TAP Bundle	6	$1,308.64	$0.00	$1,308.64
Year 1	BWCamTAP	Body Worn Camera TAP Bundle	41	$8,325.06	$0.00	$8,325.06
Year 1	Fleet3ARe	Fleet 3 Advanced Renewal	14	$16,654.61	$0.00	$16,654.61
Year 1	H00001	AB4 Camera Bundle	41	$0.00	$0.00	$0.00
Year 1	H00002	AB4 Multi Bay Dock Bundle	6	$29.77	$0.00	$29.77
Year 1	ProLicense	Pro License Bundle	48	$8,667.29	$0.00	$8,667.29
Year 1	T10Cert	TASER 10 Certification Bundle	40	$19,336.57	$0.00	$19,336.57
Invoice Upon Fulfillment	100553	TRANSFER CREDIT - SOFTWARE AND SERVICES	1	($19,522.90)	$0.00	($19,522.90)
Invoice Upon Fulfillment	101027	TRANSFER CREDIT - GOODS CEW	1	$13,592.25	$0.00	$13,592.25
Total				**$63,658.61**	**$0.00**	**$63,658.61**

Jan 2025

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 2	11521	CRADLEPOINT, NETCLOUD, RENEWAL, 5YR	14	$3,306.17	$0.00	$3,306.17
Year 2	50043	INTERVIEW - SOFTWARE - STREAMING SERVER MAINTENANCE (PER SER	2	$842.97	$0.00	$842.97
Year 2	50045	UNLIMITED INTERVIEW ROOM CLOUD STORAGE	3	$4,154.07	$0.00	$4,154.07
Year 2	50294	INTERVIEW - SERVER - LITE	2	$1,607.98	$0.00	$1,607.98
Year 2	50448	EXT WARRANTY, INTERVIEW ROOM	3	$327.45	$0.00	$327.45
Year 2	72036	FLEET 3 STANDARD 2 CAMERA KIT	14	$0.00	$0.00	$0.00
Year 2	73390	TRANSFERRED WARRANTY, CRADLEPOINT ROUTER	14	$0.00	$0.00	$0.00
Year 2	73478	REDACTION ASSISTANT USER LICENSE	41	$4,791.54	$0.00	$4,791.54
Year 2	73682	AUTO TAGGING LICENSE	41	$4,791.54	$0.00	$4,791.54
Year 2	73683	10 GB EVIDENCE.COM A-LA-CART STORAGE	1200	$8,621.33	$0.00	$8,621.33
Year 2	85149	CEW 2 DAY PRODUCT SPECIFIC INSTRUCTOR COURSE	1	$1,507.85	$0.00	$1,507.85
Year 2	BWCamMBDTAP	Body Worn Camera Multi-Bay Dock TAP Bundle	6	$2,567.24	$0.00	$2,567.24
Year 2	BWCamTAP	Body Worn Camera TAP Bundle	41	$16,331.83	$0.00	$16,331.83
Year 2	Fleet3ARe	Fleet 3 Advanced Renewal	14	$32,672.45	$0.00	$32,672.45
Year 2	H00001	AB4 Camera Bundle	41	$0.00	$0.00	$0.00
Year 2	H00002	AB4 Multi Bay Dock Bundle	6	$58.41	$0.00	$58.41
Year 2	ProLicense	Pro License Bundle	48	$17,003.16	$0.00	$17,003.16
Year 2	T10Cert	TASER 10 Certification Bundle	40	$37,933.89	$0.00	$37,933.89
Total				**$136,517.88**	**$0.00**	**$136,517.88**

Jan 2026

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 3	11521	CRADLEPOINT, NETCLOUD, RENEWAL, 5YR	14	$3,306.17	$0.00	$3,306.17
Year 3	50043	INTERVIEW - SOFTWARE - STREAMING SERVER MAINTENANCE (PER SER	2	$842.97	$0.00	$842.97
Year 3	50045	UNLIMITED INTERVIEW ROOM CLOUD STORAGE	3	$4,154.07	$0.00	$4,154.07
Year 3	50294	INTERVIEW - SERVER - LITE	2	$1,607.98	$0.00	$1,607.98
Year 3	50448	EXT WARRANTY, INTERVIEW ROOM	3	$327.45	$0.00	$327.45
Year 3	72036	FLEET 3 STANDARD 2 CAMERA KIT	14	$0.00	$0.00	$0.00
Year 3	73390	TRANSFERRED WARRANTY, CRADLEPOINT ROUTER	14	$0.00	$0.00	$0.00
Year 3	73478	REDACTION ASSISTANT USER LICENSE	41	$4,791.54	$0.00	$4,791.54
Year 3	73682	AUTO TAGGING LICENSE	41	$4,791.54	$0.00	$4,791.54
Year 3	73683	10 GB EVIDENCE.COM A-LA-CART STORAGE	1200	$8,621.33	$0.00	$8,621.33
Year 3	85149	CEW 2 DAY PRODUCT SPECIFIC INSTRUCTOR COURSE	1	$1,507.85	$0.00	$1,507.85
Year 3	BWCamMBDTAP	Body Worn Camera Multi-Bay Dock TAP Bundle	6	$2,567.24	$0.00	$2,567.24
Year 3	BWCamTAP	Body Worn Camera TAP Bundle	41	$16,331.83	$0.00	$16,331.83
Year 3	Fleet3ARe	Fleet 3 Advanced Renewal	14	$32,672.45	$0.00	$32,672.45
Year 3	H00001	AB4 Camera Bundle	41	$0.00	$0.00	$0.00
Year 3	H00002	AB4 Multi Bay Dock Bundle	6	$58.41	$0.00	$58.41
Year 3	ProLicense	Pro License Bundle	48	$17,003.16	$0.00	$17,003.16
Year 3	T10Cert	TASER 10 Certification Bundle	40	$37,933.89	$0.00	$37,933.89
Total				**$136,517.88**	**$0.00**	**$136,517.88**

Jan 2027

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 4	11521	CRADLEPOINT, NETCLOUD, RENEWAL, 5YR	14	$3,306.17	$0.00	$3,306.17
Year 4	50043	INTERVIEW - SOFTWARE - STREAMING SERVER MAINTENANCE (PER SER	2	$842.97	$0.00	$842.97
Year 4	50045	UNLIMITED INTERVIEW ROOM CLOUD STORAGE	3	$4,154.07	$0.00	$4,154.07
Year 4	50294	INTERVIEW - SERVER - LITE	2	$1,607.98	$0.00	$1,607.98
Year 4	50448	EXT WARRANTY, INTERVIEW ROOM	3	$327.45	$0.00	$327.45
Year 4	72036	FLEET 3 STANDARD 2 CAMERA KIT	14	$0.00	$0.00	$0.00
Year 4	73390	TRANSFERRED WARRANTY, CRADLEPOINT ROUTER	14	$0.00	$0.00	$0.00
Year 4	73478	REDACTION ASSISTANT USER LICENSE	41	$4,791.54	$0.00	$4,791.54
Year 4	73682	AUTO TAGGING LICENSE	41	$4,791.54	$0.00	$4,791.54
Year 4	73683	10 GB EVIDENCE.COM A-LA-CART STORAGE	1200	$8,621.33	$0.00	$8,621.33
Year 4	85149	CEW 2 DAY PRODUCT SPECIFIC INSTRUCTOR COURSE	1	$1,507.85	$0.00	$1,507.85
Year 4	BWCamMBDTAP	Body Worn Camera Multi-Bay Dock TAP Bundle	6	$2,567.24	$0.00	$2,567.24
Year 4	BWCamTAP	Body Worn Camera TAP Bundle	41	$16,331.83	$0.00	$16,331.83
Year 4	Fleet3ARe	Fleet 3 Advanced Renewal	14	$32,672.45	$0.00	$32,672.45
Year 4	H00001	AB4 Camera Bundle	41	$0.00	$0.00	$0.00
Year 4	H00002	AB4 Multi Bay Dock Bundle	6	$58.41	$0.00	$58.41
Year 4	ProLicense	Pro License Bundle	48	$17,003.16	$0.00	$17,003.16
Year 4	T10Cert	TASER 10 Certification Bundle	40	$37,933.89	$0.00	$37,933.89
Total				**$136,517.88**	**$0.00**	**$136,517.88**

Jan 2028

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 5	11521	CRADLEPOINT, NETCLOUD, RENEWAL, 5YR	14	$3,306.17	$0.00	$3,306.17
Year 5	50043	INTERVIEW - SOFTWARE - STREAMING SERVER MAINTENANCE (PER SER	2	$842.97	$0.00	$842.97
Year 5	50045	UNLIMITED INTERVIEW ROOM CLOUD STORAGE	3	$4,154.07	$0.00	$4,154.07
Year 5	50294	INTERVIEW - SERVER - LITE	2	$1,607.98	$0.00	$1,607.98
Year 5	50448	EXT WARRANTY, INTERVIEW ROOM	3	$327.45	$0.00	$327.45
Year 5	72036	FLEET 3 STANDARD 2 CAMERA KIT	14	$0.00	$0.00	$0.00
Year 5	73390	TRANSFERRED WARRANTY, CRADLEPOINT ROUTER	14	$0.00	$0.00	$0.00
Year 5	73478	REDACTION ASSISTANT USER LICENSE	41	$4,791.54	$0.00	$4,791.54
Year 5	73682	AUTO TAGGING LICENSE	41	$4,791.54	$0.00	$4,791.54
Year 5	73683	10 GB EVIDENCE.COM A-LA-CART STORAGE	1200	$8,621.33	$0.00	$8,621.33
Year 5	85149	CEW 2 DAY PRODUCT SPECIFIC INSTRUCTOR COURSE	1	$1,507.85	$0.00	$1,507.85
Year 5	BWCamMBDTAP	Body Worn Camera Multi-Bay Dock TAP Bundle	6	$2,567.24	$0.00	$2,567.24
Year 5	BWCamTAP	Body Worn Camera TAP Bundle	41	$16,331.83	$0.00	$16,331.83
Year 5	Fleet3ARe	Fleet 3 Advanced Renewal	14	$32,672.45	$0.00	$32,672.45
Year 5	H00001	AB4 Camera Bundle	41	$0.00	$0.00	$0.00
Year 5	H00002	AB4 Multi Bay Dock Bundle	6	$58.41	$0.00	$58.41
Year 5	ProLicense	Pro License Bundle	48	$17,003.16	$0.00	$17,003.16
Year 5	T10Cert	TASER 10 Certification Bundle	40	$37,933.89	$0.00	$37,933.89
Total				**$136,517.88**	**$0.00**	**$136,517.88**

Tax is estimated based on rates applicable at date of quote and subject to change at time of invoicing. If a tax exemption certificate should be applied, please submit prior to invoicing.

Standard Terms and Conditions

Axon Enterprise Inc. Sales Terms and Conditions

Axon Master Services and Purchasing Agreement:

This Quote is limited to and conditional upon your acceptance of the provisions set forth herein and Axon's Master Services and Purchasing Agreement (posted at www.axon.com/legal/sales-terms-and-conditions), as well as the attached Statement of Work (SOW) for Axon Fleet and/or Axon Interview Room purchase, if applicable. In the event you and Axon have entered into a prior agreement to govern all future purchases, that agreement shall govern to the extent it includes the products and services being purchased and does not conflict with the Axon Customer Experience Improvement Program Appendix as described below.

ACEIP:

The Axon Customer Experience Improvement Program Appendix, which includes the sharing of de-identified segments of Agency Content with Axon to develop new products and improve your product experience (posted at www.axon.com/legal/sales-terms-and-conditions), is incorporated herein by reference. By signing below, you agree to the terms of the Axon Customer Experience Improvement Program.

Acceptance of Terms:

Any purchase order issued in response to this Quote is subject solely to the above referenced terms and conditions. By signing below, you represent that you are lawfully able to enter into contracts. If you are signing on behalf of an entity (including but not limited to the company, municipality, or government agency for whom you work), you represent to Axon that you have legal authority to bind that entity. If you do not have this authority, please do not sign this Quote.

Exceptions to Standard Terms and Conditions

Agency has existing contract(s) 00059405, 00054818, and 00045226 originated via Quote(s) Q-317787, Q-311577, and Q-316274.

Agency is terminating those contracts effective 2/15/2024. Any change in this date will result in modification of the program value which may result in additional fees or credits due to or from Axon.

The parties agree that Axon is applying a Net Transfer Credit of ($5,930.65) to the quote for paid but undelivered items.

Any credits contained in this quote are contingent upon payment in full of the following amounts:

Q-467397 - 10/15/2023 - $358.02

Q-421486 - 10/15/2023 - $8019.00

Q-486984 - 10/15/2023 - $8,445.60

Q-341111 - 10/15/2023 - $145.00

Q-408410 - 10/15/2023 - $480.00

Q-316274 - 11/1/2023 - $25,200.00

Q-486984 - 8/25/2023 - INUS181294 - $1490.40

100% discounted body-worn camera and docking station hardware and Fleet hardware contained in this quote reflects a TAP replacement for hardware purchased under existing contracts #00059405 and 00054818. All TAP obligations from these contracts will be considered fulfilled upon execution of this quote.

Signature

Date Signed

12/14/2023

AGENDA ITEM

TO: Mayor and City Council

SUBJECT: Board and Commission Absences

MEETING DATE: January 9, 2024

DEPARTMENT: City Manager

ITEM SUMMARY:
Discussion and action concerning Board members' attendance at City Board and Commission meetings.

INFORMATION:
There has been an ongoing issue with attendance on several of the City Boards and Commissions. Excessive absences result in issues of last-minute cancellations, republication of public hearing notices in the newspaper, and the mailing out of notices (if required). This affects the applicants, property owners, city staff, and financial resources.

STAFF RECOMMENDATION:

SPECIAL CONSIDERATION:

FINANCIAL CONSIDERATION:

ATTACHMENTS:
1. Boards & Commissions Attendance Report 2023

City Council Meetings Held - 19

Report Period - 01/01/2023 to 12/31/2023

Member Name	Years Served on City Council	Number of Meetings Attended	Meeting Attendance (%)	Original Date Appointed
Carl "Scooter" Gierisch, Jr.	26	19	100%	5/9/1995 AND 05/04/1999
Holly Gray	21	13	68%	5/14/2002
Hogan Page	2	15	79%	5/11/2021
Brian Darby	19	18	95%	5/25/2004
Bryan Moyers	2	18	95%	5/11/2021
David Brundage	2	18	95%	5/11/2021
David Thompson	5	16	84%	11/13/2018

REIDC Type A Meetings Held - 1

Report Period - 01/01/2023 to 12/31/2023

Member Name	Years Served on Board/Commission	Number of Meetings Attended	Meeting Attendance (%)	Date Appointed
David Thompson	13	1	100%	9/14/2010
Robert Balduc	13	0	0%	9/14/2010
Lewis Rice	24	1	100%	7/13/1999
Donald J. Glacy	1 Yr - 9 Mths	1	100%	2/8/2022
Helen Ward	11	0	0%	1/24/2023

Crime Control and Prevention District Meetings Held - 1

Report Period - 01/01/2023 to 12/31/2023

Member Name	Years Served on Board/Commission	Number of Meetings Attended	Meeting Attendance (%)	Date Appointed
Angie Grimm	1 Yr - 6 Mths	1	100%	5/24/2022
Sean Turner	1 Yr - 6 Mths	1	100%	5/24/2022
Werner Rindfleisch	1 Yr - 6 Mths	1	100%	5/24/2022
Krystle Joyner	1 Yr - 6 Mths	0	0%	5/24/2022
John Thompson	1 Yr - 6 Mths	1	100%	5/24/2022
Victor Molaschi	1 Yr - 6 Mths	1	100%	5/24/2022
Deborah Brundage	1 Yr - 6 Mths	1	100%	5/24/2022

Planning and Zoning Commission Meetings Held - 8

Report Period - 01/01/2023 to 12/31/2023

Member Name	Years Served on Board/Commission	Number of Meetings Attended	Meeting Attendance (%)	Date Appointed
Kristie Womack	13	4	50%	8/27/2002
Donald Glacy	1 Yr - 4 Mths	7	88%	7/12/2022
Mark McCullough	17	8	100%	11/14/2006
Jason Kasal	13	7	88%	7/27/2010
Larry Granados	12	5	63%	7/26/2011
Victor Molaschi	5	5	63%	2/27/2018
Diana Smith	4 Mths	4	100%	7/11/2023

2 MEETINGS CANCELLED DUE TO LACK OF QUORUM

Zoning Board of Adjustment Meetings Held - 7

Report Period - 01/01/2023 to 12/31/2023

Member Name	Years Served on Board/Commission	Number of Meetings Attended	Meeting Attendance (%)	Date Appointed
Lewis Rice	27	7	100%	8/6/1996
Lauren Turner	2	6	86%	7/13/2021
Helen Ward	2	7	100%	7/13/2021
Abigail Mayer	3	5	71%	8/11/2020
Larry Granados	15	4	57%	6/24/2008

2 MEETINGS CANCELLED DUE TO LACK OF QUORUM

Parks Board Meetings Held - 8

Report Period - 01/01/2023 to 12/31/2023

Member Name	Years Served on Board/Commission	Number of Meetings Attended	Meeting Attendance (%)	Date Appointed
Robert Crawford	8	6	75%	10/28/2014
Brian Darby	13	7	88%	10/27/2009
Angie Grimm	14	7	88%	10/14/2008
Michelle Davidson	11	6	75%	10/25/2011
Shannon Davidson	12	4	50%	10/12/2010
Richard Noon	11	6	75%	10/25/2011
Joshua Brinegar	1	6	75%	10/26/2021
Derek Diorio	3 Mths	2	100%	8/21/2023

1 MEETING CANCELLED DUE TO LACK OF QUORUM

Keep Roanoke Beautiful Meetings Held - 6

Report Period - 01/01/2023 to 12/31/2023

Member Name	Years Served on Board/Commission	Number of Meetings Attended	Meeting Attendance (%)	Date Appointed
John Thompson	1	4	67%	1/24/2023
Abigail Mayer	1 Yr 9 Mths	5	83%	4/27/2021
David Stone	1 Yr 9 Mths	6	100%	4/13/2021
Cassi Webb	1 Yr 5 Mths	4	67%	7/26/2022
Dawn Burkholder	1	4	67%	11/11/2022
Jilliann Carlson	2 Mths	2	100%	10/10/2023
Liberty Burroughs	2 Mths	1	100%	10/10/2023
Vacant		0	0%	

3 MEETINGS CANCELLED DUE TO LACK OF QUORUM

This board has been inactive since 2014 (last meeting June 3, 2014)

Historical Society Board Meetings Held - 0

Report Period - 01/01/2023 to 12/31/2023

Member Name	Years Served on Board/Commission	Number of Meetings Attended	Meeting Attendance (%)	Date Appointed
Vacant		0	#DIV/0!	
Vacant		0	#DIV/0!	
Vacant		0	#DIV/0!	
Vacant		0	#DIV/0!	
Vacant		0	#DIV/0!	
Vacant		0	#DIV/0!	
Vacant		0	#DIV/0!	
Vacant		0	#DIV/0!	
Vacant		0	#DIV/0!	
Vacant		0	#DIV/0!	

This board has been inactive since 2015 (last meeting November 9, 2015)

Al & Lula Mae Slaughter Park Foundation Meetings Held - 0

Report Period - 01/01/2023 to 12/31/2023

Member Name	Years Served on Board/Commission	Number of Meetings Attended	Meeting Attendance (%)	Date Appointed
Carl E. Gierisch, Jr.	13	0	#DIV/0!	2/10/2009
Linda P. Evans	12	0	#DIV/0!	6/8/2010
Scott Campbell	7	0	#DIV/0!	3/24/2015
Gloria Slaughter Hammack	12	0	#DIV/0!	6/8/2010
Angie Grimm	3	0	#DIV/0!	6/25/2019
Albert D. Hammack	7	0	#DIV/0!	11/10/2015
Vacant		0	#DIV/0!	