

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 SPECIAL MEETING

**AUGUST 6, 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. 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 July 9, 2024.
2. Consideration and acceptance of the Quarterly Financial Report for the period ending June 30, 2024.

E. NEW BUSINESS



**AGENDA FOR THE MEETING
OF THE ROANOKE CITY COUNCIL**

**August 6, 2024
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1. Consideration and action to schedule a public hearing for August 13, 2024, for the submitted FY 2024-2025 budget and to allow citizens the opportunity to express their opinions concerning items of expenditure, giving their reason for wishing to increase or decrease any items of expense. The public hearing will be held at 7:00 p.m., in the Roanoke City Council Chambers - 2nd Floor, 500 S. Oak Street, Roanoke, Texas 76262.
2. Consideration and action to schedule a public hearing on August 27, 2024, for the consideration and adoption of the proposed ad valorem tax rate.
3. Consideration and action to appoint one (1) member to the Roanoke Economic and Industrial Development Corporation Type A for an unexpired term ending January 2025.
4. Consideration and action to appoint board members to the Al and Lula Mae Slaughter Park Foundation.

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.

F. ADJOURNMENT

CERTIFICATION

I certify that the above notice was posted at City Hall, 500 South Oak Street, Roanoke, Texas, on Thursday, August 1, 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: 07/09/2024 - CC Minutes

MEETING DATE: August 6, 2024

DEPARTMENT: City Secretary

ITEM SUMMARY:

Consider approval of the minutes from the regular City Council meeting held on July 9, 2024.

INFORMATION:

STAFF RECOMMENDATION:

SPECIAL CONSIDERATION:

FINANCIAL CONSIDERATION:

ATTACHMENTS:

1. CCMin 07-09-2024

Holly Gray, Mayor Pro-Tem
Bryan Moyers, Council Member
David Brundage, Council Member



Carl E. Gierisch, Jr., Mayor

Brian Darby, Council Member
Hogan Page, Council Member
David Thompson, Council Member

**MINUTES
ROANOKE CITY COUNCIL
REGULAR MEETING
JULY 9, 2024
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: Brian Darby, David Thompson, Bryan Moyers, Hogan Page, and David Brundage; City Manager Cody Petree, City Secretary April S. Hill, and City Attorney Jeff Moore.

DEPT. STAFF: Assistant City Manager/Chief of Police Jeriahme Miller, Public Works Director Shawn Wilkinson, Development Services Manager J.R. Hames, IT Manager Blake Gore, Sr. Building Inspector Chad Liford, Economic Development Manager Siale Langi, Communication and Public Administrator/Marketing Carissa Katekaru, and Human Resources Manager Jamie Seil.

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 announced the July 3rd Independence Day event was very successful with over 20,000 in attendance. Mayor Gierisch thanked staff and everyone who participated in the event.

Mayor Gierisch wished Councilmember David Thompson a happy birthday.

C. PUBLIC INPUT

Nicole van Vuuren, Roanoke resident, representing Anton's African Cuisine LLC, stated she is struggling to understand the situation they find themselves in. Mrs. van Vuuren further explained they opened their business to bring unique dining to Roanoke. In 2018-2019 when getting permits for their business, the city did not realize it would be a restaurant, even with the dining and kitchen area located on the plans. After receiving the permit, they were delayed again, so instead of opening in April, they opened in June. In 2020, although a lot was going on worldwide, the city taunted them about sandwich boards and feather flags that were not legal in the city, but yet used every where else, including



**MINUTES FOR THE REGULAR MEETING
OF THE ROANOKE CITY COUNCIL**

**July 9, 2024
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the farmers markets. When the ordinances changed, they were never notified, so they pushed back out of frustration. In 2021, after feeding everyone during the freezing event in February, we were used as a strong arm against our landlord, to make him place a fire suppression system in the building, which should have had a grandfather clause. The city stated they were willing to work with them, but it didn't happen properly. Instead of opening in June, we were not able to open until August. In 2022, the city welcomed a drag show, and their business (Anton's) was the only one who spoke out openly against it. In 2023, they found themselves as the only place allowing people to speak, who had concerns about the current NISD school board and became targets of the teachers, faculty, and those associated with the local schools. We homeschool for personal choice, and I refuse to let another day go by without knowing my children. In 2024, we were pinpointed as radical homeschoolers by sitting council members. All of this comes from supporting another candidate for Mayor. No offence to Mayor Gierisch. The mayor's race is over, and I am not upset, as the city did a great job, they spoke together and had some growth, and asked questions. That is the best I can ask for. Never did I think I would be facing political persecution in my own business. Most of our customers are not from Roanoke. Out of 130 names, only 5 are Roanoke residents.

Anton van Vuuren, Roanoke resident, representing Anton's African Cuisine LLC, stated our business went from 1,500 square feet to 7,000 square feet in the past 5 years. We supply products countrywide. We started as a restaurant, but due to the pandemic, we expanded to a market that imports and supplies international goods. This allows us to do business anywhere. We received citations, and still have not received ordinances or complaints. City officials walked into our business all with the power of shutting us down. That is not a warning, it is a threat. On July 4th, Nicole drove through town to see if any other businesses were doing what we have been cited for, which can be read on our social media accounts. On Friday, she found a teacher had falsified information by taking a photo off of their Facebook page and edited it out of context, and lied about us. On Saturday, she drove past a city building (265 Marshall Creek Rd.) and there was a grill, which we were cited for and so apparently if you are not the fire department, you are not allowed a grill within 10 feet of the building. She drove around and saw multiple stores that have exactly what we were cited for all over the parking lots. One of the things that I find very frustrating, is when you need to market your business, and you do not know what you are legally allowed to do, and the city does not tell you unless you ask the correct question. It makes it extremely difficult, when you go to the planning department and you ask about putting up feather flags, and are told those are not legal, but other business have them. Don't be surprised if you lose businesses. We appreciate rules and try to follow them, but when they constantly change, it's very hard to know what's going on. Selective enforcement is a real thorn in one the side, and a political tool.

Mayor Gierisch stated that normally the City Council does not reply back during public input, but a statement of fact will be read.



**MINUTES FOR THE REGULAR MEETING
OF THE ROANOKE CITY COUNCIL**

**July 9, 2024
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Mayor Gierisch clarified; a citation was never issued, it was a warning letter in regard to a few things that were mentioned concerning violations, in regard to your property.

The main differences between a citation and a warning are:

A citation (also called a ticket) typically involves a monetary fine and may require a court appearance. A warning does not involve any fines or court appearances.

Staff prepared an outline of what has occurred. Originally your business was inspected and CO'ed for a fixed food establishment, which does not include outdoor cooking. It would only be allowed on a mobile food vendor during a special event, and was listed on the notice. The inspectors witnessed outdoor grills onsite, which would require a special event permit to host that. Although not selling, grilling, or cooking outdoors, at the time of the inspection, the warning was only a reminder that this is not permitted as part of their current health permit.

If the food you are cooking on the outdoor grill is distributed to the public, you would need a special event permit and health inspection. The permit is temporary and not continuous.

The fire department, as referred to in your social media post, are not cooking for an event or for the public, and public facilities are not zoned Retail (R), which have outside display and open storage conditions.

Your establishment is located in a Retail Zoning District (R), storage requires proper screening and cannot be stored in the parking area. Some businesses received variances, such as Home Depot and Tractor Supply, to allow outside storage.

Violations observed were from Section 12.404, Sec. 12.700 (h) and Sec. 12.806, and determined the bookshelves, table and chairs are not in violation, please make sure not impede pedestrian circulation or accessibility. An email was sent in regards to this, and the owners of the business have been notified as well.

I have also included Section 6.208 regarding the cooking and processing of food outdoors, which would apply if they were operating without a temporary vendor permit.

This is to clarify things that is being shared out there that are not true. This was a warning and not a citation, and not an attempt to try and shut down a local business.

Mayor Gierisch thanked them for speaking.

Stephanie Rogers, Roanoke resident, requested agendas be posted a week prior, because there isn't enough time to read everything and do research prior to a meeting. Ms. Rogers, asked what roll, do we as citizens have in these meetings. Ms. Rogers stated she would set a meeting with staff to discuss how it all works.



MINUTES FOR THE REGULAR MEETING
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July 9, 2024
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D. PRESENTATION

1. Mayor Gierisch swore in Jeff Williams to his new position of Assistant Chief of Police.

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 June 25, 2024.
2. Consider approval of an Interlocal Agreement between the City of Roanoke and Denton County for the use of the Denton County Radio Communications System.
3. Consider approval of an Interlocal Agreement between the City of Roanoke and the City of Allen for technology aid in the event of a disaster or IT department unavailability.

Motion made by Holly Gray second by David Thompson to approve Consent Agenda Items 1 and 2.

Motion carried unanimously.

Item E3 was removed for discussion.

Motion made by Holly Gray second by David Thompson to approve Consent Agenda Item 3.

Motion carried unanimously.

F. OLD BUSINESS

1. Consideration and action to appoint four (4) members to the Planning and Zoning Commission for a term ending July 2026.

- Motion made by Holly Gray second by Brian Darby to appoint Victor Molaschi to the Planning and Zoning Commission for a term ending July 2026.

Motion carried unanimously.

- Motion made by Brian Darby second by Holly Gray to appoint Jason Kasal to the Planning and Zoning Commission for a term ending July 2026.

Motion carried unanimously.



**MINUTES FOR THE REGULAR MEETING
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- Motion made by Bryan Moyers second by Brian Darby to appoint Ernie Adams to the Planning and Zoning Commission for a term ending July 2026.

Motion carried 4-3-0. Mayor Pro Tem Holly Gray, Councilmember David Brundage, and Councilmember David Thompson were opposed.

- Motion made by Hogan Page second by Holly Gray to appoint Donald Glacy to the Planning and Zoning Commission for a term ending July 2026.

Motion carried 4-3-0. Mayor Gierisch, Councilmember Bryan Moyers, and Councilmember David Brundage were opposed.

G. NEW BUSINESS

1. Motion made by Holly Gray second by Bryan Moyers to award a bid to K. Tillman Construction LLC for electrical improvements on Oak Street, including the installation of electrical receptacles from Crockett Street to Byron Nelson Blvd, for an amount not to exceed \$1,724,400.00.

Motion carried unanimously.

2. Motion made by Holly Gray second by David Thompson to approve Ordinance No. 2024-107 granting to Atmos Energy Corporation, a franchise to construct, maintain, and operate pipelines and equipment in the City of Roanoke, Denton and Tarrant Counties, Texas, for the transportation, delivery, sale, and distribution of gas in, out of, and through said city for all purposes.

Motion carried unanimously.

This item was considered after executive session.

3. Motion made by Holly Gray second by Hogan Page to approve Ordinance No. 2024-108, establishing a sinking fund for the second amended employment agreement with Cody Petree, as presented.

Motion carried unanimously.

H. 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 DID CONVENED INTO CLOSED SESSION AT 7:38 P.M.

Section 551.074

To deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of the City Manager.



MINUTES FOR THE REGULAR MEETING
OF THE ROANOKE CITY COUNCIL

July 9, 2024
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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 7:45 P.M.

1. **Sections 551.074 of the TEXAS GOVERNMENT CODE** To deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of the City Manager.

Motion made by Holly Gray second by Hogan Page to approve a second amended employment agreement with Cody Petree, as presented.

Motion carried unanimously.

I. ADJOURNMENT

Motion made by Holly Gray second by Brian Darby to adjourn the meeting at 7:47 p.m.

Motion carried unanimously.

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

April S. Hill, City Secretary



AGENDA ITEM

TO: Mayor and City Council

SUBJECT: Quarterly Financial Report for the period ending June 30, 2024

MEETING DATE: August 6, 2024

DEPARTMENT: Finance

ITEM SUMMARY:

Consideration and acceptance of the Quarterly Financial Report for the period ending June 30, 2024.

INFORMATION:

BACKGROUND

Quarterly financial reports are prepared for the General Fund, Debt Service Fund, Water and Wastewater Fund, Hotel/Motel Fund, Special Events, Crime Control and Prevention District, and the Roanoke Economic and Industrial Development Corporation. Summaries of revenues and expenditures for the current year as well as the previous year, and percentage of collected/used are presented.

Fund summaries and variances for the third quarter of FY2023-24 are reported. After 9 months of activity, those programs that operate on a normal cycle should be close to 75% complete, although some deviations may happen. When comparing the current percentage to the benchmark, please keep in mind that some revenues are collected either once a year, or primarily at certain times of the year. Therefore, some percentages may be below the benchmark. For example, the majority of property taxes are paid during the months of January thru March, the electric franchise payment is made only once a year and there are also seasonal revenues such as recreational fees and water purchases. The same can be true of expenditures as well, particularly when considering debt service payments that occur twice annually, major economic development rebates like those seen this fiscal year, and capital projects funded out of an operating fund like the REIDC.



AGENDA ITEM

GENERAL FUND

As of the third quarter of FY 2024, the City's General Fund financial position looks substantially different from the previous year. Payments stemming from economic development agreements are the primary reason for this, as Roanoke has paid out close to \$3.5m to major vendors this year, including back-payments for our Citi-Group agreement, which will continue for two more fiscal years. Additionally, cost increases from payroll led by salaries and health insurance have added to our lower surplus.

Total General Fund Revenues are at \$22.9 million, or 87% of budget, and expenditures total \$22.2 million, or 78% of budget.

WATER AND WASTEWATER FUND

Roanoke's Water and Sewer Utility Fund is currently running a surplus of \$292,000. However, with the City's rate structure remaining unchanged until recently, the Fund has historically utilized existing cash balance to help pay for its operations. For FY24, staff anticipates using almost \$860,000 in reserves. As our recent rate study has shown, and supported by the Water/Wastewater summary enclosed, the wastewater utility does not currently collect sufficient revenue to fund its operations, whereas the water utility does. In fact, even with our recent rate adjustments staff anticipates water rates subsidizing the insufficient wastewater revenue for a few years until the necessary rate adjustments catch up with operational spending on the wastewater side. The largest expense in this fund comes from purchasing raw water as well as treatment services from the Trinity River Authority and the City of Fort Worth. Expenditures for the Water and Wastewater Fund totaled \$6.7 million as of this month and represents 77% of the annual budget.



AGENDA ITEM

ROANOKE ECONOMIC AND INDUSTRIAL DEVELOPMENT CORPORATION

Total revenue collections in the REIDC for fiscal year 2024 are up slightly when compared to prior year. This increase is due mostly to an increase in sales tax collections, although the upcoming disbursement from the State will be a large decrease from what we experienced in July of the previous year.

Total expenditures in the REIDC fund equal \$5.6 million which is equal to 64% of budget. The majority of these expenditures are related to incentive agreements, recreation activities, special events, capital projects and debt. Staff does anticipate utilizing approximately \$2.6 million in fund balance here for capital projects.

CRIME CONTROL AND PREVENTION DISTRICT (NEW FUND THIS YEAR)

The Crime Control and Prevention District (CCPD) fund was created in FY2022-23. Revenue in this fund is derived from a ½ cent sales tax authorized by Roanoke citizens in May of 2022, and collections of this sales tax began in October of that year. Revenue year-to-date totals \$4.6 million.

Total expenditures in the CCPD fund equal \$2.54 million which is equal to 46% of budget. These expenditures are used to fund public safety personnel and programs in the police department. A large portion of these funds is also used to support debt issuance related to the new police and courts facility which is currently under construction. A second bond issue secured by these sales tax receipts is anticipated for the fall of this calendar year.

SPECIAL EVENTS (NEW FUND THIS YEAR)

The Special events fund was created in FY2022-23 as well, and revenue in this fund is derived from transfers, sponsorships, and vendor fees. Revenue year-to-date totals \$885,000 and includes a \$500,000 transfer from the REIDC Fund.

Total expenditures in the Special events fund equals \$870,000 which is equal to 72% of budget. These expenditures are related to the special events including Celebrate Roanoke, Roanoke Roundup, Hometown Holidays, and the July 3rd Independence Celebration.

HOTEL/MOTEL FUND



AGENDA ITEM

Hotel/Motel Fund revenue totaled \$110,000 or 80% of budget through June. These payments are made on a quarterly basis and are based on room rentals from lodging providers. We continue to see improvement in this area.

Total expenditures in the Hotel/Motel fund equal \$137,000 which is about 80% of budget. The majority of these expenditures are related to the special events aimed at increased tourism within the city as well as expenses associated with the Roanoke Visitor's Center and Museum.

-

DEBT SERVICE FUND

Revenue collections in the Debt Service Fund for fiscal year 2024 totaled \$6.1 million, which includes revenues from our recent bond issuance. Property tax collections are greater than prior year by \$374,000 due to rate adjustments to accommodate new debt and revenues off of newly developed property. Expenditures to date totaled \$1.5 million which was primarily related to interest payments on outstanding



AGENDA ITEM

bonds. Actual principal and interest payments are paid on a semi-annual basis in February and August. The lion's share of this fund will be expensed with the next debt service principal payment in August.

-

REPORT ADDENDUM: CASH AND INVESTMENTS

In terms of investments, Roanoke's portfolio is a fairly simple one. We currently primarily rely on Texas Class, a well-used local government investment pool, as our major source of investment earnings. Dollars in this fund are considered liquid, as they are available for withdraw within 24 hours, if



AGENDA ITEM

necessary. Rates of return here are sitting at around 5.25%, and tend to rise and fall with the Federal Reserve's interbank borrowing rate. The City also has a relatively small amount invested in local certificates of deposit with Prosperity Bank.

In the future, staff anticipates a more diverse investment portfolio. We have been working with several investment brokers that can give the City access to municipal bonds, treasury notes, brokered certificates of deposit, and Federal Agency notes. In fact, at the end of July staff invested \$10m in available cash in 4 separate certificates of obligation at a consolidated return of 5.41% and an average weighted maturity at close to 7 months. These investments will be reflected in next quarter's report. Additionally, staff has finalized an adjustment with our depository bank to apply an earned credit rate for cash exceeding a stated amount in our checking account. All of these adjustments are routine investments for municipalities and pose little risk to liquidity and safety of funds.

STAFF RECOMMENDATION:

SPECIAL CONSIDERATION:

FINANCIAL CONSIDERATION:

ATTACHMENTS:

1. 2024-2 3rd Quarterly report FY 2024

CITY OF ROANOKE

FINANCIAL SUMMARY AS OF 6/30/2024

FISCAL YEAR

2023-2024



PRESENTED BY:
CODY PETREE, CITY MANAGER
KYLE LESTER, FINANCE DIRECTOR

Financial Report - Third Q, 2024

General Fund

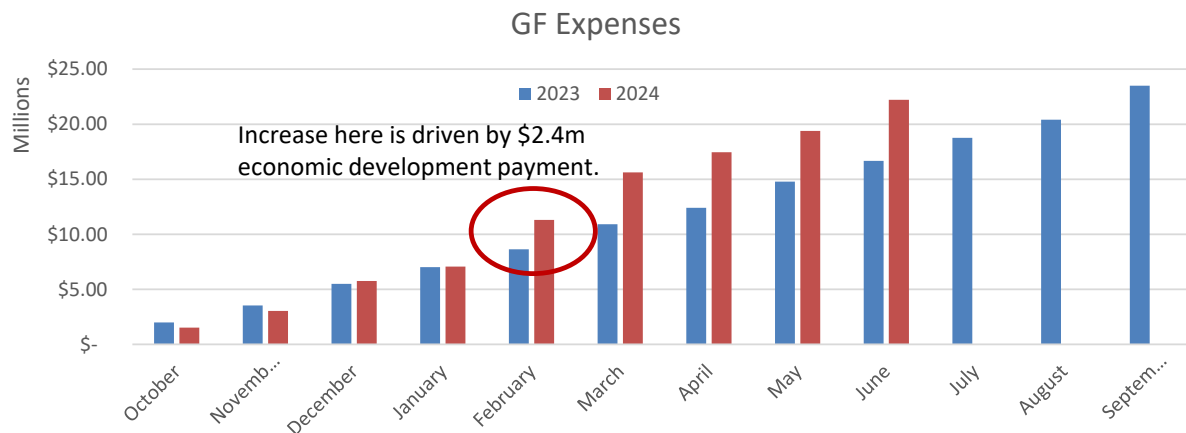
% of year Completed 75%

% of Budget Spent 78%

	FY24 Budget		FY24 YTD		% of Budget	FY23 YTD		FY23% of Budget
Revenues	\$	26,344,499	\$	22,949,164	87%	\$	21,092,781	88%
Expenditures	\$	28,523,174	\$	22,222,647	78%	\$	16,663,968	65%
	\$	(2,178,675)	\$	726,518		\$	4,428,813	

*FY24 YTD Costs includes payments to CITI/Grainger 380 Agreements for \$3.47m total

As of the third quarter of FY 2024, the City's General Fund financial position looks substantially different from the previous year. Payments stemming from economic development agreements are the primary reason for this, as Roanoke has paid out close to \$3.5m to major vendors this year, including back-payments for our Citi-Group agreement, which will continue for two more fiscal years. Additionally, cost increases from payroll led by salaries and health insurance have added to our lower surplus. On the revenue side, we have seen higher revenue from service charge increases due to interlocal agreements (ESD and SRO's), payments from the REIDC for parks services, an increase in library grants, and higher investment earnings.



General Fund Highlights

Revenue (FY24/FY23)

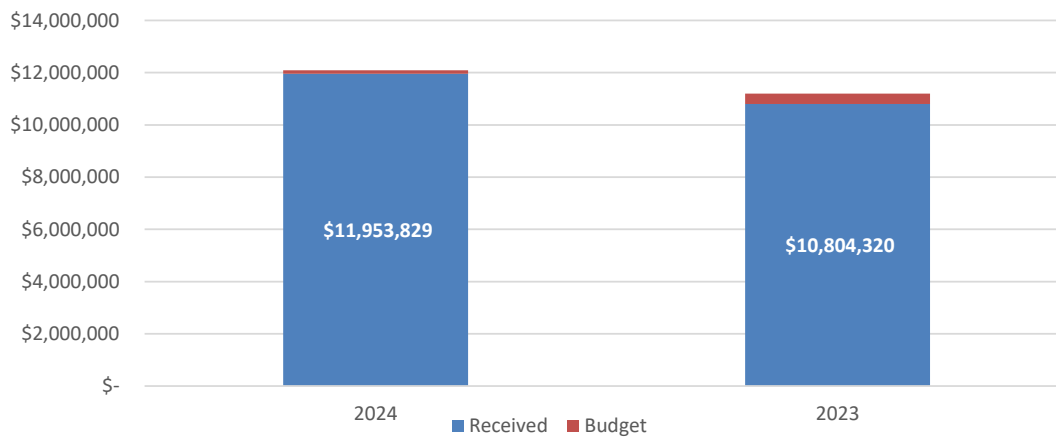
Property Tax	\$775k	Sales Tax	\$221k	Franchise Tax	-\$37k
Svc. Charges	\$387k	Other Revenue	\$510k	Total Rev	\$1,856k

Expenditures (FY24/23)

Personnel	\$1,289k	Maint./Utilities	\$3,534k	Supplies	\$60k
Capital	\$248k	Transfers	\$428k	Total Exp	\$5,559k

Financial Report - Third Q, 2024

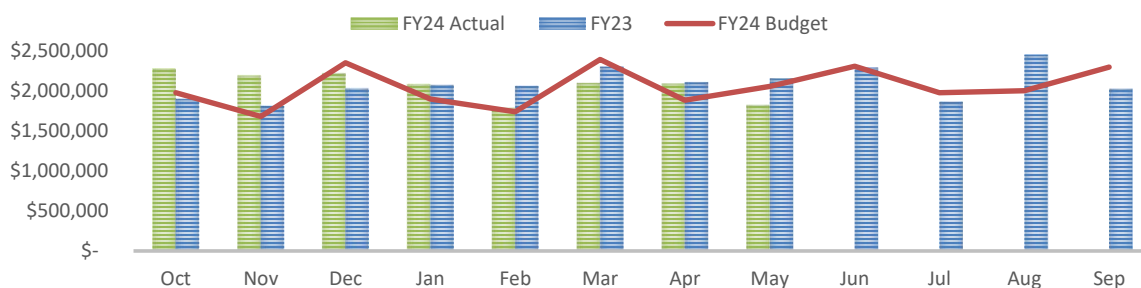
Revenue Highlight: Property Tax



Roanoke anticipates receiving over \$12m in total property taxes, which is a 10% increase from FY23. Much of this increase comes from debt payments related to the issuance of Series 2022B Certificates of Obligation, which are reserved for street projects and payable from property taxes. On the operating side, an additional \$500,000 over FY23 is anticipated from rate adjustments with the remaining coming from the taxation on newly developed property. State tax calculations stipulate that cities can only raise 3.5% more in operating revenue over the previous year, not including new development. However, for cities under 30,000 in population, such as Roanoke, a rate that raises an additional \$500,000 in property taxes is permissible. This is the rate Roanoke adopted for FY24.

Revenue Highlight: Sales Tax

FY24 VS. FY23 ACTUALS



MTD Increase

↓ -15.3%

YTD Increase

↑ 0.8%

The City's eighth sales tax collection for FY24 brought a 15% decrease from FY23. However, the full FY24 collections remain up from FY23 by almost 0.8%, or \$120,000 city-wide. Given that the City receives taxes from a few key retailers, revenues do tend to fluctuate to a high degree based on those specific returns. As of now, staff is conservatively anticipating a flat sales tax returns for the full year with modest increases in the future. Additionally, the State Comptroller is in the process of making a large, state-wide audit adjustment from a utility provider's previous returns that will negatively affect Roanoke by \$940,000. However, this adjustment will not carry to future years.

Financial Report - Third Q, 2024

Water/Sewer Utility Fund

% of year Completed 75%

% of Budget Spent 77%

	FY24 Budget	FY24 YTD	% of Budget	FY23 YTD	FY23% of Budget
Revenues	\$ 7,921,307	\$ 7,013,801	89%	\$ 5,818,306	73%
Expenditures	\$ 8,778,714	\$ 6,721,317	77%	\$ 5,655,860	65%
	\$ (857,407)	\$ 292,483		\$ 162,446	

*Planned use of \$860,000 in reserves

Wastewater Summary

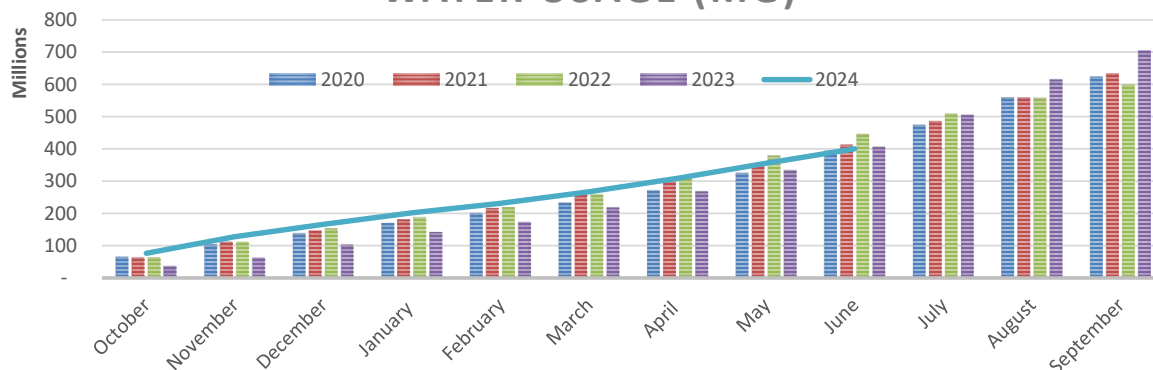
	FY24 Budget	FY24 YTD
Revs	\$ 2,933,620	\$ 2,675,819
Exps	\$ 4,068,391	\$ 3,261,953
Net	\$ (1,134,771)	\$ (586,134)

Water Summary

	FY24 Budget	FY24 YTD
Revs	\$ 4,987,687	\$ 4,337,982
Exps	\$ 4,710,323	\$ 3,458,934
Net	\$ 277,364	\$ 879,048

Roanoke's Water and Sewer Utility Fund is currently running a surplus of \$292,000. However, with the City's rate structure remaining unchanged until recently, the Fund has historically utilized existing cash balance to help pay for its operations. For FY24, staff anticipates using almost \$860,000 in reserves. As our recent rate study has shown, and supported by the Water/Wastewater summary above, the wastewater utility does not currently collect sufficient revenue to fund its operations, whereas the water utility does. In fact, even with our recent rate adjustments staff anticipates water rates subsidizing the insufficient wastewater revenue for a few years until the necessary rate adjustments catch up with operational spending on the wastewater side. The largest expense in this fund comes from purchasing raw water as well as treatment services from the Trinity River Authority and the City of Fort Worth.

WATER USAGE (MG)



Expenditures (FY24/23)

Personnel	\$92.6k	Maint./Utilities	\$710.0k	Supplies	\$5.1k
Capital	\$72.0k	Transfers	\$185.8k	Total Exp	\$1,065k

Financial Report - Third Q, 2024

% of year Completed

75%

Special Revenue Funds

% of Budget Spent

64%

REIDC Fund	FY24 Budget	FY24 YTD	% of Budget	FY23 YTD	FY23% of Budget
Revenues	\$ 6,230,000	\$ 5,204,256	84%	\$ 5,075,984	90%
Expenditures	\$ 8,814,766	\$ 5,616,446	64%	\$ 4,950,953	74%
	\$ (2,584,766)	\$ (412,191)		\$ 125,031	

*Planned use of \$2.58m in reserves for capital projects

CCPD Fund	FY24 Budget	FY24 YTD	% of Budget	FY23 YTD	FY23% of Budget
Revenues	\$ 6,093,062	\$ 4,759,644	78%	\$ 3,425,787	62%
Expenditures	\$ 5,539,512	\$ 2,541,007	46%	\$ 1,996,254	60%
	\$ 553,550	\$ 2,218,637		\$ 1,429,532	

Special Events	FY24 Budget	FY24 YTD	% of Budget	FY23 YTD	FY23% of Budget
Revenues	\$ 802,500	\$ 885,387	110%	\$ 1,287,251	160%
Expenditures	\$ 1,204,926	\$ 870,177	72%	\$ 752,627	106%
	\$ (402,426)	\$ 15,209		\$ 534,624	

Hotel Tax Fund	FY24 Budget	FY24 YTD	% of Budget	FY23 YTD	FY23% of Budget
Revenues	\$ 139,150	\$ 110,762	80%	\$ 69,215	50%
Expenditures	\$ 137,350	\$ 137,235	100%	\$ 52,000	38%
	\$ 1,800	\$ (26,473)		\$ 17,215	

Special Revenue Funds Highlights

Revenue (FY24/FY23)

Sales Tax	\$1,463k	Misc. Rev	\$65.1k	Interfund	\$25.0k
					
Service Charge	-\$20.0k	Licenses	-\$60.5k	Total Rev	\$1,102k
					

Expenditures (FY24/23)

Personnel	\$420.5k	Maint./Utilities	\$281.4k	Supplies	-\$1,235k
					
Capital	\$1,552.9k	Transfers	\$325.5k	Total Exp	\$1,413k
					

Financial Report - Third Q, 2024

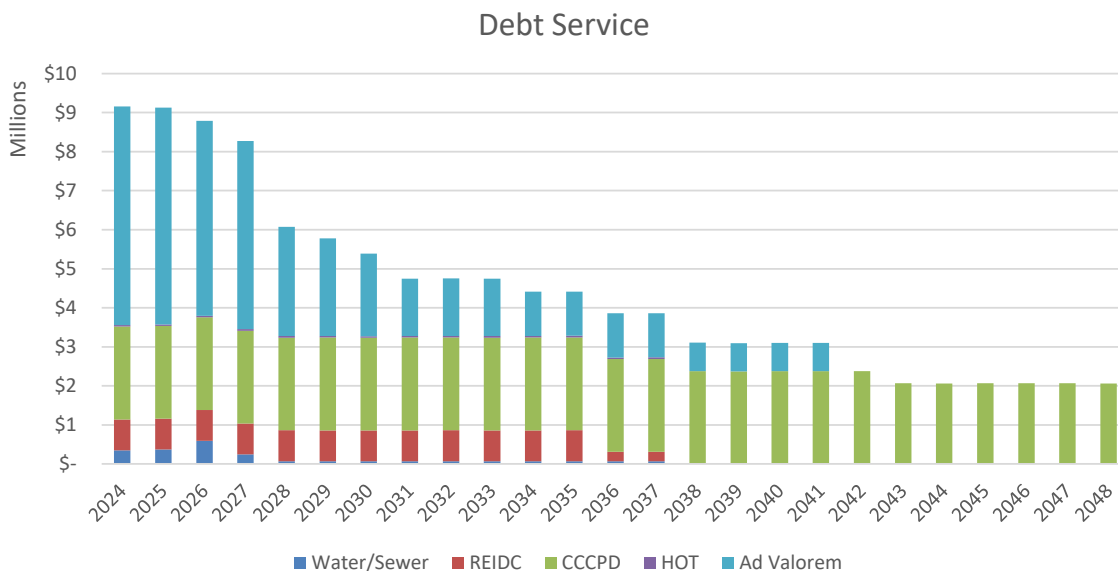
Debt Service Fund

% of year Completed 75%

% of Budget Spent 26%

	FY24 Budget		FY24 YTD	% of Budget	FY23 YTD	FY23% of Budget
Revenues	\$	5,847,330	\$ 6,084,075	104%	\$ 5,248,953	92%
Expenditures*	\$	5,812,929	\$ 1,518,395	26%	\$ 897,245	16%
	\$	34,401	\$ 4,565,680		\$ 4,351,707	

Being predominately funded through property taxes, the Debt Service fund has received most of its revenue for the year. Cash-flow for this fund is very predictable, as most revenues are recognized in December/January and debt service payments occur twice annually, with lease payments also occurring throughout the year. As of this month's figures, the fund is running a surplus of about \$4.5 million, and major principle and interest payments will hit in August of this year. The City has consistently issued debt for capital projects since at least 2014, with the most recent issues hitting the market in November of calendar 2023. Approximately 61% of the current-year debt service payments are fully secured by property taxes. The largest recent issue, however, is for the construction of a new public safety and courts building, paid for through CCPD sales taxes. An additional \$20 million is slated to be issued for this purpose before the calendar year closes. All current bond payments are scheduled as follows:



For any questions or comments regarding this report, please contact:

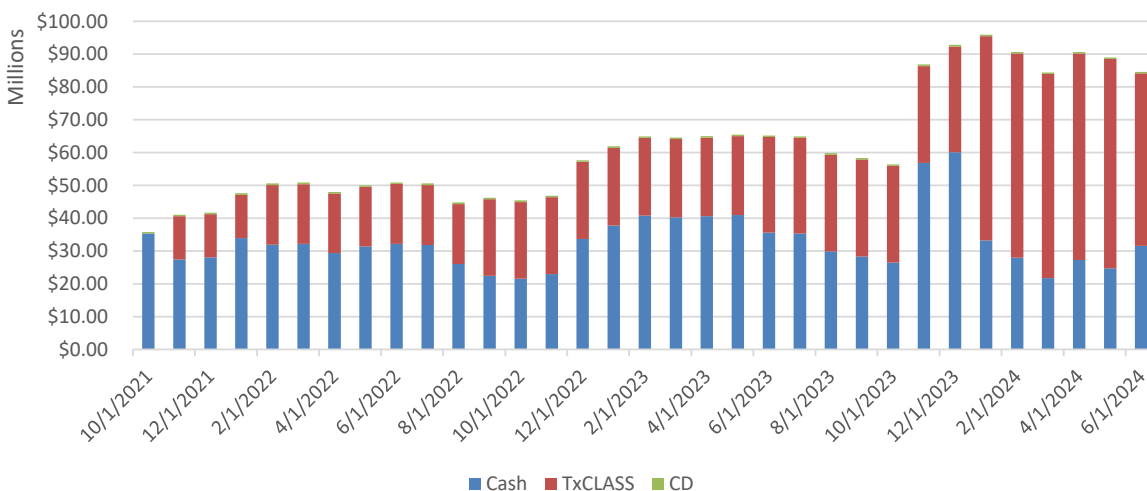
Kyle Lester
 Finance Director
 City of Roanoke, TX
klester@roanoketexas.com
 817-491-6075

Financial Report - Third Q, 2024, Appendix

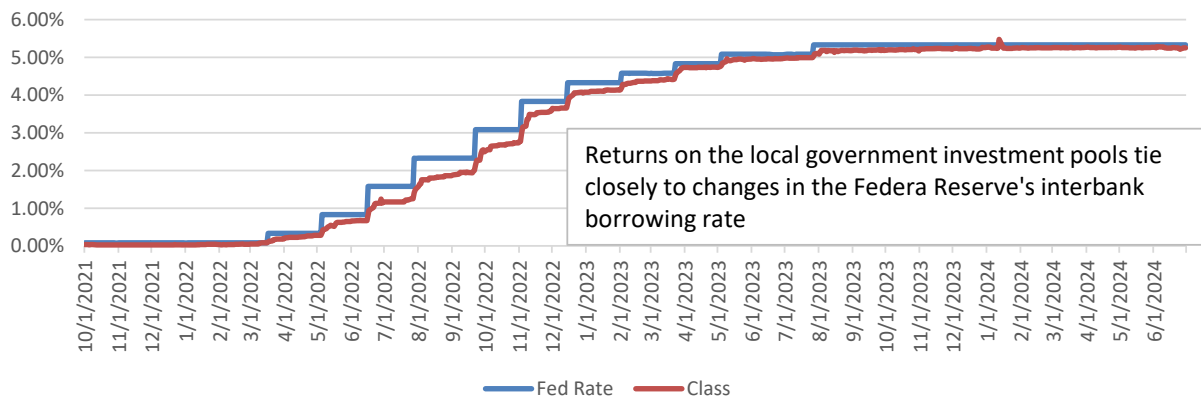
Report Addendum: Investment/Cash Report

Type	FY24	FY23	Inc/(Dec)	Inc/(Dec) %
Operating	\$ 51,091,387	\$ 51,079,460	\$ 11,928	0%
Capital	\$ 31,412,680	\$ 11,362,233	\$ 20,050,448	176%
Grants/Other	\$ 2,102,896	\$ 2,760,404	\$ (657,508)	-24%
	\$ 84,606,964	\$ 65,202,096	\$ 19,404,868	30%
Cash	\$ 31,562,288	\$ 35,600,383	\$ (4,038,095)	-11%
Investments	\$ -	\$ -	\$ -	0%
CD's	\$ 439,271	\$ 469,271	\$ (30,000)	-6%
LG Pool	\$ 52,605,405	\$ 29,132,442	\$ 23,472,963	81%
Total	\$ 84,606,964	\$ 65,202,096	\$ 19,404,868	30%

Cash/Investments over Time



Fed Rate vs. Pool Returns



Financial Report - Third Q, 2024, Appendix

Report Addendum: City-Owned Investments

Type	Par Amount	Yield to Maturity	Total Return	Maturity
CD - Prosperity Bank	\$ 89,010	3.93%	\$ 3,498	1/30/2025
CD - Prosperity Bank	\$ 40,000	2.67%	\$ 1,068	10/19/2024
CD - Prosperity Bank	\$ 20,000	2.57%	\$ 514	11/15/2024
CD - Prosperity Bank	\$ 10,000	2.57%	\$ 257	11/15/2024
CD - Prosperity Bank	\$ 220,261	3.28%	\$ 7,225	9/30/2024
CD - Prosperity Bank	\$ 10,000	2.57%	\$ 257	10/19/2024
CD - Prosperity Bank	\$ 50,000	4.28%	\$ 2,140	8/11/2024
Total Investments	\$ 439,271	3.41%	\$ 14,959	

Mark-to-Market

Type	Initial Value	6/30 Value	Appr/Depr	Maturity
CD - Prosperity Bank	\$ 89,010	\$ 89,010	\$ -	\$ 3,498
CD - Prosperity Bank	\$ 40,000	\$ 40,000	\$ -	\$ 1,068
CD - Prosperity Bank	\$ 20,000	\$ 20,000	\$ -	\$ 514
CD - Prosperity Bank	\$ 10,000	\$ 10,000	\$ -	\$ 257
CD - Prosperity Bank	\$ 220,261	\$ 220,261	\$ -	\$ 7,225
CD - Prosperity Bank	\$ 10,000	\$ 10,000	\$ -	\$ 257
CD - Prosperity Bank	\$ 50,000	\$ 50,000	\$ -	\$ 2,140
Total Investments	\$ 439,271	\$ 439,271	\$ -	\$ 14,959

Note about mark-to-market: This analysis takes a snapshot look at each of the securities Roanoke holds and values them based on what the market would pay for them today. An unrealized gain in market value would indicate the security's value has increased since the last mark-to-market, and an unrealized loss would indicate the value has decreased. However, the City's strategy is to buy securities and hold them to maturity, known as "buy and hold." Therefore, any change in market value will not be realized. The primary purpose of this analysis, as required by the Public Funds Investment Act, is to demonstrate the current market value of the City's portfolio should we need to liquidate it in the case of an emergency. This scenario is extremely unlikely, given the prudence leaders have shown in their financial decisions.

Additional notes: historically, Roanoke has held its cash in its depository bank, local government investment pools, and certificates of deposit placed with Prosperity Bank. While this has kept the City's funds liquid, it has minimized the returned earnings on that cash. As Roanoke has rapidly increased its sales tax and other operating revenue as well as bond funds, staff determined that exploring other secured investment opportunities would be beneficial for the City. As of May, staff has entered into an investment advisory service agreement with Valley View Consulting with the explicit purpose of maximizing investment returns without sacrificing security. Management staff met with Valley View representatives in July and placed \$10m of available cash into 4 separate certificates of deposit for a consolidated return of 5.41% and an average weighted maturity of close to 7 months. These investments will show up on next quarter's report.



AGENDA ITEM

TO: Mayor and City Council

SUBJECT: Schedule PH date - FY 2024-2025 Budget

MEETING DATE: August 6, 2024

DEPARTMENT: Finance

ITEM SUMMARY:

Consideration and action to schedule a public hearing for August 13, 2024, for the submitted FY 2024-2025 budget and to allow citizens the opportunity to express their opinions concerning items of expenditure, giving their reason for wishing to increase or decrease any items of expense. The public hearing will be held at 7:00 p.m., in the Roanoke City Council Chambers - 2nd Floor, 500 S. Oak Street, Roanoke, Texas 76262.

INFORMATION:

STAFF RECOMMENDATION:

SPECIAL CONSIDERATION:

FINANCIAL CONSIDERATION:

ATTACHMENTS:

1. Operating and Capital Budget

THANK YOU for your legal submission!

Your legal has been submitted for publication. Below is a confirmation of your legal placement. You will also receive an email confirmation.

ORDER DETAILS

Order Number: IPL0185175
External Order #: 576183
Parent Order #: IPL0123310
Order Status: Submitted
Classification: Legals & Public Notices
Package: FTW - Legal Ads
Final Cost: \$56.04
Payment Type: Account Billed
User ID: IPL0023574

ACCOUNT INFORMATION

CITY OF ROANOKE IP
 500 S OAK STREET
 ROANOKE, TX 76262
 817-491-2411
 accountspayable@roanoketexas.com
 CITY OF ROANOKE

TRANSACTION REPORT

Date July 22, 2024 12:25:00
 PM EDT
Amount: \$56.04

SCHEDULE FOR AD NUMBER IPL01851750

July 26, 2024

PREVIEW FOR AD NUMBER IPL01851750

**CITY OF ROANOKE
 NOTICE OF PUBLIC HEARING
 ROANOKE CITY COUNCIL**

A public hearing will be held by the Roanoke City Council on Tuesday, August 13, 2024 at 7:00 p.m. in the City Council Chambers – 2ND floor of Roanoke City Hall located at 500 S. Oak Street, Roanoke, Texas. The purpose of the public hearing will be to hear public comments for consideration of the proposed City of Roanoke Operating and Capital Budget for Fiscal Year 2024-25, including the Roanoke Economic and Industrial Development Corporation (Type A) Fiscal Year 2024-25 Annual Budget.

THIS BUDGET WILL RAISE MORE TOTAL PROPERTY TAXES THAN LAST YEAR'S BUDGET BY \$996,219.32 OR 8.5% AND OF THAT AMOUNT, \$280,000 IS TAX REVENUE TO BE RAISED FROM NEW PROPERTY ADDED TO THE TAX ROLL THIS YEAR.

IPL0185175
 Jul 26 2024

**Fort Worth Star-
Telegram Print
Publication**

[<< Click here to print a printer friendly version >>](#)



AGENDA ITEM

TO: Mayor and City Council

SUBJECT: Schedule PH - Proposed Ad Valorem Tax Rate

MEETING DATE: August 6, 2024

DEPARTMENT: Finance

ITEM SUMMARY:

Consideration and action to schedule a public hearing on August 27, 2024, for the consideration and adoption of the proposed ad valorem tax rate.

INFORMATION:**STAFF RECOMMENDATION:****SPECIAL CONSIDERATION:****FINANCIAL CONSIDERATION:****ATTACHMENTS:**

None



AGENDA ITEM

TO: Mayor and City Council

SUBJECT: REIDC Type A Appointment to Fill Vacancy

MEETING DATE: August 6, 2024

DEPARTMENT: City Secretary

ITEM SUMMARY:

Consideration and action to appoint one (1) member to the Roanoke Economic and Industrial Development Corporation Type A for an unexpired term ending January 2025.

INFORMATION:

On July 1, 2024, Robert Balduc resigned his position on the Roanoke Economic and Industrial Development Corporation Type A.

STAFF RECOMMENDATION:

SPECIAL CONSIDERATION:

FINANCIAL CONSIDERATION:

ATTACHMENTS:

1. Application - John Pullen
2. Application - Victor Molaschi
3. Application - Jason Kasal

APR 17 2024

Eligible: Yes

Roanoke Economic & Industrial Development Corporation Type A

To be eligible to serve on a board or commission, you must be a Roanoke resident for a minimum of twelve (12) months.

Meeting Time, Day and Location *

7:00 PM

Held quarterly or on an as-needed basis

Roanoke City Hall

500 S. Oak Street

Roanoke, TX 76262

☒ Available to attend on specified day and time☐ Unavailable to attend on specified day and time

Do you agree to the attendance requirements? *

Roanoke Home Rule Charter**Section 8.01 - Authority, composition and procedures.**

(5) Any member of a board, commission or committee who is absent from three (3) consecutive regular meetings, or twenty-five percent (25%) of regularly scheduled meetings during the twelve-month (12-month) period immediately preceding and including the absence in question, without explanation acceptable to a majority of the other members, shall, upon approval of the City Council forfeit his or her position on the board, commission, or committee.

☒ Yes☐ No

Applicant First & Last Name *

John Pullen

Address *

Home/Cell Phone *

Email Address *

Eligibility

How long have you lived within the Roanoke City Limits? *

9 years

Are You Registered to Vote in Roanoke? *



Yes



No

Voter Registration (VUID) Number *

Occupation *

Retired law enforcement.

Work Experience Applicable to the board position to which you are applying.

Other Special Knowledge or Experience Applicable to the board position to which you are applying.

Previous Volunteer Experience (Church Civic, Youth, etc.)

Roanoke COP, Coached girls softball and volunteered at Special Olympics.

Have you attended a meeting of the board/commission for which you have applied?

☐ Yes

☒ No

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MAY 08 2024

Eligible:

Yes

Roanoke Economic & Industrial Development Corporation Type A

To be eligible to serve on a board or commission, you must be a Roanoke resident for a minimum of twelve (12) months.

Meeting Time, Day and Location *

7:00 PM

Held quarterly or on an as-needed basis

Roanoke City Hall

500 S. Oak Street

Roanoke, TX 76262

- ☒ Available to attend on specified day and time
- ☐ Unavailable to attend on specified day and time

Do you agree to the attendance requirements? *

Roanoke Home Rule Charter**Section 8.01 - Authority, composition and procedures.**

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- ☒ Yes
- ☐ No

Applicant First & Last Name *

Victor Molaschi

Address *

Home/Cell Phone *

Email Address *

Eligibility

How long have you lived within the Roanoke City Limits? *

31 years

Are You Registered to Vote in Roanoke? *

☒ Yes

☐ No

Voter Registration (VUID) Number *

Occupation *

Store Development Sr. Project Manager

Work Experience Applicable to the board position to which you are applying.

Sr Store development project manager Starbucks, economic development board part B, planning and Zoning, former city council member and caring citizen.

Other Special Knowledge or Experience Applicable to the board position to which you are applying.

I understand the needs of the city, I have been actively involved I. Many aspects of the community and support responsible growth in this community.

Previous Volunteer Experience (Church Civic, Youth, etc.)

Numerous including volunteering with Lions Club, naval sea cadets, numerous Starbucks events, etc

Have you attended a meeting of the board/commission for which you have applied?

☒ Yes

☐ No

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JUN 11 2024

Eligible: Yes

Roanoke Economic & Industrial Development Corporation Type A

To be eligible to serve on a board or commission, you must be a Roanoke resident for a minimum of twelve (12) months.

Meeting Time, Day and Location *

7:00 PM

Held quarterly or on an as-needed basis

Roanoke City Hall

500 S. Oak Street

Roanoke, TX 76262

- ☒ Available to attend on specified day and time
- ☐ Unavailable to attend on specified day and time

Do you agree to the attendance requirements? *

Roanoke Home Rule Charter**Section 8.01 - Authority, composition and procedures.**

(5) Any member of a board, commission or committee who is absent from three (3) consecutive regular meetings, or twenty-five percent (25%) of regularly scheduled meetings during the twelve-month (12-month) period immediately preceding and including the absence in question, without explanation acceptable to a majority of the other members, shall, upon approval of the City Council forfeit his or her position on the board, commission, or committee.

- ☒ Yes
- ☐ No

Applicant First & Last Name *

Jason Kasal

Address *

Home/Cell Phone *

Email Address *

Eligibility

How long have you lived within the Roanoke City Limits? *

15 years

Are You Registered to Vote in Roanoke? *

☒ Yes

☐ No

Voter Registration (VUID) Number *

Occupation *

Retail Leasing

Work Experience Applicable to the board position to which you are applying.

Currently Vice Chair on Roanoke P&Z and previously President of Type B Board before its dissolution.

Other Special Knowledge or Experience Applicable to the board position to which you are applying.

Board member of the Southlake Town Square Association

Previous Volunteer Experience (Church Civic, Youth, etc.)

GNWSA soccer coach since 2012

Have you attended a meeting of the board/commission for which you have applied?

☒ Yes

☐ No

This form was created inside of City of Roanoke, Texas.

Google Forms



AGENDA ITEM

TO: Mayor and City Council

SUBJECT: Al and Lula Mae Slaughter Park Foundation Board Appointments

MEETING DATE: August 6, 2024

DEPARTMENT: City Manager

ITEM SUMMARY:

Consideration and action to appoint board members to the Al and Lula Mae Slaughter Park Foundation.

INFORMATION:

Since this board has not had a quorum nor met in several years, plus the gas wells are no longer generating funding for the proposed park project - City staff discussed dissolving the board and allowing the Parks Board to handle the donated park property. The Slaughter family agreed. however, we need to appoint two members, so the board can have a quorum for a meeting to vote on dissolving the board. Council members Brian Darby and David Thompson (since it falls within their ward) have agreed to be placed on the board at this time, so a meeting can be scheduled to dissolve the board.

STAFF RECOMMENDATION:

Appoint Brian Darby and David Thomspn

SPECIAL CONSIDERATION:

FINANCIAL CONSIDERATION:

ATTACHMENTS:

None