

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

**SEPTEMBER 23, 2025
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. PROCLAMATION

1. Mayor Gierisch will read a proclamation declaring October 5-11, 2025 as Fire Prevention Week.
2. Mayor Gierisch will read a proclamation declaring October 7, 2025 as National Night Out.

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.



AGENDA FOR THE MEETING
OF THE ROANOKE CITY COUNCIL

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1. Consider approval of the minutes from the regular City Council meeting held on September 9, 2025.
2. Consider approval of the minutes from the City Council and Planning and Zoning Commission Joint Workshop held on September 9, 2025.
3. Consider approval of Resolution No. 2025-115R, denying Oncor Electric Delivery Company LLC's application to change rates within the City, and the City's Reasonable Rate Case Expenses shall be reimbursed by the Company.

F. NEW BUSINESS

1. Public hearing to consider amending the Comprehensive Zoning Ordinance of the City of Roanoke, Texas, for the Oak Street Corridor Zoning District, by amending Section 12.492 of the Code of Ordinances entitled "Schedule of Uses," by amending the "Educational, Public Administration, Health Care and Other Institutional Uses" to provide for a new use entitled "Microschool" as a permitted use within the Oak Street Zone, Neighborhood Transition Zone, Highway 377 Zone, and Civic/Mixed Use Zone; and amending Section 12.500 entitled "Definitions" by adding a definition for "Microschool." (Ordinance No. 2025-112)
No action to be taken on this item. P&Z has not made a recommendation.
2. Consideration and recommendation on a Zoning Ordinance Amendment request from Tammy Dwight-Ministero, amending the Comprehensive Zoning Ordinance of the City of Roanoke, Texas, by amending Chapter 12, Article III, Division 15, of the Code of Ordinances, of the City of Roanoke, Texas, entitled "Oak Street Corridor Zoning District", by amending Section 12.492 of the Code of Ordinances entitled "Schedule of Uses," by amending the "Educational, Public Administration, Health Care and Other Institutional Uses" to provide for a new use entitled "Microschools" that is a permitted use within the Oak Street Zone, Neighborhood Transition Zone, Highway 377 Zone, and Civic/Mixed Use Zone; and amending Section 12.500 entitled "Definitions" by adding a definition for "Microschools." (Ordinance No. 2025-112)
No action to be taken on this item. P&Z has not made a recommendation.
3. Consideration and action on approval of Ordinance No. 2025-118 amending the FY 2024-2025 Budget.



AGENDA FOR THE MEETING
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4. Consideration and action on approval of Ordinance No. 2025-119, amending Appendix A - Fee Schedule of the City of Roanoke Code of Ordinances.
5. Consideration and action to appoint three (3) members to the Crime Control and Prevention District board for a term ending September 2027.
6. Consideration and action to appoint two (2) members to the Art and History Trail Committee for a term ending August 2028.

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 551.071 and 551.072- To seek legal advice from the city attorney; to deliberate the purchase, exchange, lease, or value of real property - Lady Bug Park and the Briarwyck neighborhood park located at 1115 Bentley Drive

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 551.071 and 551.072- To seek legal advice from the city attorney; to deliberate the purchase, exchange, lease, or value of real property - Lady Bug Park and the Briarwyck neighborhood park located at 1115 Bentley Drive

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**



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OF THE ROANOKE CITY COUNCIL

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CERTIFICATION

I certify that the above notice was posted at City Hall, 500 South Oak Street, Roanoke, Texas, on Tuesday, September 16, 2025, by 5:00 pm, in accordance with Chapter 551, Texas Government Code.

A handwritten signature in blue ink, reading "April S. Hill".

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. **BRILLE 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



AGENDA ITEM

TO: Mayor and City Council

SUBJECT: Proclamation - 2025 Fire Prevention Week

MEETING DATE: September 23, 2025

DEPARTMENT: City Secretary

ITEM SUMMARY:

Mayor Gierisch will read a proclamation declaring October 5-11, 2025 as Fire Prevention Week.

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

1. 2025 Fire Prevention Week

Proclamation

FIRE PREVENTION WEEK



WHEREAS, the City of Roanoke is committed to ensuring the safety and security of all those living in Roanoke and visiting; and

WHEREAS, fire remains a serious public safety concern both locally and nationally, and the presence of lithium-ion batteries in many household devices introduces unique fire risks; and

WHEREAS, most of the electronics used in homes daily — including smartphones, tablets, laptops, power tools, e-bikes, e-scooters, and toys — are powered by lithium-ion batteries, which if misused, damaged, or improperly charged, can overheat, start a fire, or explode; and

WHEREAS, the National Fire Protection Association® (NFPA®) reports an increase in battery-related fires, underscoring the need for public education on the safe use of lithium-ion batteries; and

WHEREAS, residents should follow three key calls to action: Buy only listed products, charge batteries safely, and recycle them responsibly to prevent battery-related fires; and

WHEREAS, lithium-ion batteries store a large amount of energy in a small space, and improper use such as overcharging, using off-brand chargers without safety certification, or exposing batteries to damage can result in fire or explosion; and

WHEREAS, the proper disposal and recycling of lithium-ion batteries help prevent environmental hazards and reduce fire risks in the home and community; and

WHEREAS, Roanoke first responders are dedicated to reducing the occurrence of fires through prevention, safety education, and community outreach; and

WHEREAS, the 2025 Fire Prevention Week™ theme, “Charge into Fire Safety™: Lithium-Ion Batteries in Your Home,” serves to remind us of the importance of using, charging, and recycling lithium-ion batteries safely to reduce the risk of fires in homes and communities.

THEREFORE, I Carl E. Gierisch, Jr., Mayor of the City of Roanoke do hereby proclaim

October 5-11, 2025

as Fire Prevention Week throughout the City of Roanoke, and I urge all the residents and visitors of Roanoke to support the many public safety activities and efforts of Roanoke’s Fire and Emergency Services.

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

Witness:

April S. Hill, City Secretary





AGENDA ITEM

TO: Mayor and City Council

SUBJECT: Proclamation - 2025 National Night Out

MEETING DATE: September 23, 2025

DEPARTMENT: City Secretary

ITEM SUMMARY:

Mayor Gierisch will read a proclamation declaring October 7, 2025 as National Night Out.

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

1. 2025 National Night Out

Proclamation

NATIONAL NIGHT OUT 2025

WHEREAS, *the National Association of Town Watch (NATW) sponsors a national community building campaign on October 7th entitled "National Night Out"; and*

WHEREAS, *the National Night Out event provides an opportunity for neighbors in the City of Roanoke to join 38 million people in over 17 thousand communities from all 50 states, U.S. territories, Canadian cities, and military bases worldwide; and*

WHEREAS, *National Night Out is an annual community-building campaign that promotes police-community partnerships and neighborhood camaraderie to make our neighborhoods safer, better places to live; and*

WHEREAS, *neighbors in the City of Roanoke assist the Roanoke Police Department through joint community-building efforts and support National Night Out 2025; and*

WHEREAS, *it is essential that all neighbors of the Roanoke come together with police and work together to build a safer, better community;*

NOW, THEREFORE I, Mayor Carl E. "Scooter" Gierisch, Jr., do hereby call upon all neighbors of the City of Roanoke to join the Roanoke Police Department and the National Association of Town Watch in support for National Night Out on October 7, 2025.

FURTHER, LET IT BE RESOLVED THAT, I Mayor Carl E. "Scooter" Gierisch, Jr., do hereby proclaim Tuesday, October 7, 2025 as **"NATIONAL NIGHT OUT"** in Roanoke.

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

Witness:

April S. Hill, City Secretary





CITY COUNCIL AGENDA ITEM

TO: Mayor and City Council

SUBJECT: 09/09/2025 - CC Minutes

MEETING DATE: September 23, 2025

DEPARTMENT: City Secretary

ITEM SUMMARY:

Consider approval of the minutes from the regular City Council meeting held on September 9, 2025.

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

1. CCMin 09-09-2025

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
SEPTEMBER 9, 2025
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: Hogan Page, Brian Darby, David Thompson, Bryan Moyers, and David Brundage; City Manager Cody Petree, City Secretary April S. Hill, and City Attorney Jeff Moore.

DEPT. STAFF: Chief of Police Jeff Williams, Fire Chief Chris Addington, Public Works Director Shawn Wilkinson, Parks and Recreation Director Ray McDonald, Library Director Kelly Holt, Finance Director Kyle Lester, Finance Administrator Rebecca Tambunga, Economic Development Manager Siale Langi, Emergency Management Officer Amanda Meneses, City Planner Matthew Ellis, Events Manager Michael Davenport, Human Resources Manager Jamie Seil, Development Services J.R. Hames, Public Engagement Manager Sandra Pettigrew, and Executive Assistant Babette Welch.

ABSENT: Assistant City Manager Jeriahme Miller.

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

City Manager Cody Petree announced the Dorman Road improvements project has been completed and is now open.

City Manager Cody Petree announced the Fire Department Open House will be held on October 4th and the Push In Ceremony will be held on October 11th.

C. PUBLIC INPUT

No one wished to speak.



MINUTES FOR THE REGULAR MEETING
OF THE ROANOKE CITY COUNCIL

September 9, 2025
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D. PROCLAMATION

1. Mayor Gierisch read a proclamation declaring September 2025 as National Preparedness Month.

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 August 26, 2025.
2. Consider approval of Resolution No. 2025-114R electing to participate in the Opioids Secondary Manufacturers Settlements concerning the National Opioid Crisis; authorizing the Mayor, City Manager and Staff to execute any and all appropriate documentation related thereto.

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

Motion carried unanimously.

F. NEW BUSINESS

1. Motion made by Holly Gray second by Bryan Moyers to approve Ordinance No. 2025-114 adopting the official Operating and Capital Budget, including the Roanoke Economic and Industrial Development Corporation Type A Budget for the City of Roanoke for the fiscal year beginning October 1, 2025, and ending September 30, 2026.

Motion carried unanimously.

2. Public hearing to hear public comments for consideration of the proposed City of Roanoke Crime Control and Prevention District Annual Budget for Fiscal Year 2025-2026.

Public hearing started at 7:11 p.m.

No one wished to speak.

Public hearing started at 7:11 p.m.

3. Motion made by Holly Gray second by David Thompson to approve Ordinance No. 2025-115, approving the Annual Budget for the City of Roanoke Crime Control and



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

**September 9, 2025
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Prevention District pursuant to Section 363.205 of the Texas Local Government Code.

Motion carried unanimously.

4. Motion made by Holly Gray second by Bryan Moyers to approve the property tax rate be increased by the adoption of a tax rate of \$0.326182, which is effectively a 10.9% increase in the tax rate, by adopting Ordinance No. 2025-116.

Motion carried unanimously.

5. Motion made by Holly Gray second by David Thompson to approve ratifying the property tax revenue increase reflected in the FY 2025-2026 Budget.

Motion carried unanimously.

6. Motion made by Holly Gray second by David Thompson to approve Ordinance No. 2025-117 adopting the Tax Roll for 2025 (Fiscal Year 2026).

Motion carried unanimously.

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 DID NOT CONVENE INTO CLOSED SESSION.

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.

H. ADJOURNMENT

Motion made by Holly Gray second by Brian Darby to adjourn the meeting at 7:23 p.m.

Motion carried unanimously.

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

April S. Hill, City Secretary



AGENDA ITEM

TO: Mayor and City Council

SUBJECT: 09/09/2025 - CC and P&Z Joint Workshop Minutes

MEETING DATE: September 23, 2025

DEPARTMENT: City Secretary

ITEM SUMMARY:

Consider approval of the minutes from the City Council and Planning and Zoning Commission Joint Workshop held on September 9, 2025.

INFORMATION:

STAFF RECOMMENDATION:

SPECIAL CONSIDERATION:

FINANCIAL CONSIDERATION:

ATTACHMENTS:

1. CCMin 09-09-2025 - PZ Joint Workshop

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



Carl E. Gierisch, Jr., Mayor

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

**MINUTES
ROANOKE CITY COUNCIL AND
PLANNING AND ZONING COMMISSION
JOINT WORKSHOP
SEPTEMBER 9, 2025
CITY HALL COUNCIL CHAMBERS
500 S. OAK STREET
7:15 P.M.**

PRESENT CITY COUNCIL:

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

PRESENT PLANNING AND ZONING COMMISSION:

Chairman Jason Kasal; Vice Chairman Victor Molaschi; Commissioners: Mark McCullough, Pam Fenn, Donald Glacy, Diana Smith, and Ernie Adams.

DEPARTMENT STAFF:

Fire Chief Chris Addington, Public Works Director Shawn Wilkinson, Parks and Recreation Director Ray McDonald, Development Services Manager J.R. Hames, City Planner Matthew Ellis, Public Engagement Manager Sandy Pettigrew, and Executive Assistant Babette Welch.

A. CALL CITY COUNCIL TO ORDER

Mayor Gierisch called the joint meeting to order at 7:25 p.m.

Chairman Jason Kasal called the joint meeting for Planning and Zoning Commission to order at 7:25 p.m.

B. PUBLIC INPUT

No one wished to speak.

C. NEW BUSINESS

1. Discussion of amending Ordinance No. 2000-124 of the City of Roanoke, Texas, to allow Townhomes use on approximately 13.798 acres of land consisting of Block 1, Lot 1R5, of the PPR Roanoke Retail Addition. The property is generally located northeast of Marshall Creek Road and US Hwy 377.
Rich Darragh with JPI, 9001 Cypress Waters Blvd., Irving, Texas gave an overview of the proposed project.



**MINUTES FOR THE JOINT WORKSHOP
OF THE ROANOKE CITY COUNCIL AND
PLANNING AND ZONING COMMISSION**

**September 9, 2025
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Councilmember Bryan Moyers asked the developer if street parking will be permitted in the community.

Mr. Darragh stated there would be street parking permitted in designated areas.

Councilmember Bryan Moyers asked Fire Chief Chris Addington if the 25' (ft.) fire lane and street parking, allow room to drive the fire trucks through.

Fire Chief Chris Addington asked if there would be parking in front of each residence.

Mr. Darragh stated the only parking allowed is within the driveways, with some designated parking located by the amenity center. There will be no "on street" parking.

Councilmember Bryan Moyers stated he is interested in bringing permanent residents to Roanoke, as opposed to renters. Councilmember Moyers asked if the homes were sold, instead of rented, would this bring in more property tax revenue.

City Manager Cody Petree stated he is not sure how the appraisal district views rental properties and sale properties.

Mr. Darragh stated the assessment would be based on the project cost.

City Manager Cody Petree stated this would be more like the assessments made for multi-family properties.

Mr. Darragh stated that is correct.

Mayor Gierisch asked if there were any intentions to widen Marshall Creek Road.

Mr. Darragh stated they could only widen sections that abut to their property.

Planning and Zoning Commission Vice Chairman Victor Molaschi stated that if the road expansion doesn't give relief in both directions of traffic, it will not solve the problem of more traffic in that area.

Mayor Gierisch stated Howe Road improvements may help, however there is already a lot of traffic backup on Marshall Creek Road and does not think proposed expansion will relieve traffic congestion.

Councilmember Bryan Moyers stated the peak traffic analysis is way off for the morning and evening hours of travel.

Mayor Pro Tem Holly Gray stated the development for that area has always been intended for retail. Mayor Pro Tem Gray asked Economic Development Manager Siale Langi if he believes that property can be developed as retail.



**MINUTES FOR THE JOINT WORKSHOP
OF THE ROANOKE CITY COUNCIL AND
PLANNING AND ZONING COMMISSION**

**September 9, 2025
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Economic Development Manager Siale Langi stated that in time it will be easier to develop retail in that area.

Mayor Pro Tem Holly Gray stated she does not think this townhome project is the best fit for this site.

Planning and Zoning Commission Vice Chairman Victor Molaschi stated he was in agreement with Mayor Pro Tem Holly Gray.

Councilmember David Thompson explained how bad the current traffic is, coming out of the Briarwyck subdivision, and thinks this project will compound the issue.

Councilmember David Brundage stated that the project is located within Ward 3, which he and Councilmember David Thompson reside in, and the project will affect everyone in both direction of Ward 3.

Councilmember Bryan Moyers stated the traffic issues affect all Wards in the city, and this project would increase that issue.

Planning and Zoning Commissioner Mark McCullough stated they are looking for direction from the City Council.

Planning and Zoning Commissioner Diana Smith stated retail would create more traffic than the proposed project.

Commissioner Mark McCullough stated with retail the traffic is more spread out through the day, whereas the traffic will be more condensed at specific times with persons residing in townhomes at that site.

Councilmember David Brundage stated there is retail along that street already, which is a lot different than having residents with over 300 cars at that location.

Commissioner Diana Smith stated that she disagrees with retail creating less traffic than residential.

Planning and Zoning Commissioner Donald Glacy stated he is in agreement with Mayor and City Council and it is a traffic issue for this project.

Planning and Zoning Commissioner Ernie Adams stated he had to abstain from comment, as they are a client of his.

City Manager Cody Petree stated it comes down to highest and best use.

Mayor Gierisch stated although you have reduced the number of units, which are being called "townhomes" but are actually rental units, the project will still create a lot of traffic for that area. Mayor Gierisch stated it would not have any HOA covenants that would govern any parking issues, etc.



**MINUTES FOR THE JOINT WORKSHOP
OF THE ROANOKE CITY COUNCIL AND
PLANNING AND ZONING COMMISSION**

**September 9, 2025
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Mr. Darragh stated there are some things put into place to avoid those types of issues, including on sight 24/7-hour security.

Planning and Zoning Commission Chairman Jason Kasal stated he met with the owner and developer and they did not feel it was a “grocery” site, but did spend a lot of time exploring the retail aspect and discussed the possibility of making a multiuse site. Commissioner Kasal stated that if they did a mixture of retail and high-density on the back side of the site, he would be in support of that type of project.

Councilmember David Thompson stated that may be worth exploring, however he believes the townhome project is not a good use of the site.

Councilmember Bryan Moyers asked if they went with multiuse, how many units would be involved. Councilmember Moyers stated this would still be stacking residential on top of retail.

Planning and Zoning Commission Vice Chairman Victor Molaschi asked what direction does the city want to go for projects for this site, what is the vision.

Mayor Pro Tem Holly Gray stated they do not know what recommendation to give or direction to go, but this proposed project is not it.

Mayor Gierisch stated they seem to all be in agreement on this. This project has been discussed quite a bit and does not think this project will work for this site.

D. ADJOURNMENT

Motion made by Holly Gray second by Brian Darby to adjourn the joint workshop at 7:58 p.m.

Motion carried unanimously.

Motion made by Diana Smith second by Mark McCullough to adjourn the joint workshop at 7:58 p.m.

Motion carried unanimously.

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

April S. Hill, City Secretary



AGENDA ITEM

TO: Mayor and City Council

SUBJECT: RES NO 2025-115R - Denying Oncor Electric Delivery Company LLC's Application

MEETING DATE: September 23, 2025

DEPARTMENT: City Secretary

ITEM SUMMARY:

Consider approval of Resolution No. 2025-115R, denying Oncor Electric Delivery Company LLC's application to change rates within the City, and the City's Reasonable Rate Case Expenses shall be reimbursed by the Company.

INFORMATION:

Purpose:

On June 26, 2025, Oncor Electric Delivery Company LLC ("Oncor" or "Company") filed an application with cities retaining original jurisdiction seeking to increase system-wide transmission and distribution rates by about \$834 million or approximately 13% over present revenues. The Company asks the City to approve a 12.3% increase in residential rates and a 51.0% increase in street lighting rates. If approved, the impact of this requested increase on an average residential customer would be about \$7.90 per month.

In a prior City action, Oncor's rate request was suspended from taking effect for 90 days, the fullest extent permissible under the law. This time period has permitted the City, through its participation with the Steering Committee of Cities Served by Oncor ("Steering Committee"), to determine that the proposed rate increase is unreasonable. Consistent with the recommendations of the experts engaged by the Steering Committee, Oncor's request for a rate increase should be denied.

Accordingly, the purpose of the Resolution is to deny the rate change application proposed by Oncor. Once the Resolution is adopted, Oncor will have 30 days to appeal the decision to the Public Utility Commission of Texas ("PUC") where the appeal will be consolidated with Oncor's filing (PUC Docket No. 58306) currently pending at the PUC.



AGENDA ITEM

All cities with original jurisdiction will need to adopt the Resolution **by October 29, 2025.**

Explanation of “Be It Resolved” Sections:

1. This paragraph finds that the Company’s application is unreasonable and should be denied.
2. This section states that the Company’s current rates shall not be changed.
3. The Company will reimburse Cities for their reasonable rate case expenses. Legal counsel and consultants approved by the Steering Committee will submit monthly invoices that will be forwarded to Oncor for reimbursement.
4. This section merely recites that the resolution was passed at a meeting that was open to the public and that the consideration of the Resolution was properly noticed.
5. This section provides Oncor and counsel for the Steering Committee will be notified of the City’s action through a copy of the approved and signed resolution.

STAFF RECOMMENDATION:

SPECIAL CONSIDERATION:

FINANCIAL CONSIDERATION:

ATTACHMENTS:

1. RES NO 2025-115R - 2025 Oncor Rate Case Denial Resolution

RESOLUTION NO. 2025-115R

A RESOLUTION OF THE CITY OF ROANOKE, TEXAS FINDING THAT ONCOR ELECTRIC DELIVERY COMPANY LLC'S APPLICATION TO CHANGE RATES WITHIN THE CITY SHOULD BE DENIED; FINDING THAT THE CITY'S REASONABLE RATE CASE EXPENSES SHALL BE REIMBURSED BY THE COMPANY; FINDING THAT THE MEETING AT WHICH THIS RESOLUTION IS PASSED IS OPEN TO THE PUBLIC AS REQUIRED BY LAW; REQUIRING NOTICE OF THIS RESOLUTION TO THE COMPANY AND LEGAL COUNSEL.

WHEREAS, the City of Roanoke, Texas ("City") is an electric utility customer of Oncor Electric Delivery Company LLC ("Oncor" or "Company"), and a regulatory authority with an interest in the rates and charges of Oncor; and

WHEREAS, the City is a member of the Steering Committee of Cities Served by Oncor ("Steering Committee"), a coalition of similarly situated cities served by Oncor that have joined together to efficiently and cost effectively review and respond to electric issues affecting rates charged in Oncor's service area; and

WHEREAS, on or about June 26, 2025, Oncor filed with the City an application to increase system-wide transmission and distribution rates by about \$834 million or approximately 13% over present revenues. The Company asks the City to approve an 12.3% increase in residential rates and a 51.0% increase in street lighting rates; and

WHEREAS, the Steering Committee is coordinating its review of Oncor's application and working with the designated attorneys and consultants to resolve issues in the Company's filing; and

WHEREAS, through review of the application, the Steering Committee's consultants determined that Oncor's proposed rates are excessive; and

WHEREAS, the Steering Committee's members and attorneys recommend that members deny the Application; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ROANOKE, TEXAS:

Section 1. That the rates proposed by Oncor to be recovered through its electric rates charged to customers located within the City limits, are hereby found to be unreasonable and shall be denied.

Section 2. That the Company shall continue to charge its existing rates to customers within the City.

Section 3. That the City's reasonable rate case expenses shall be reimbursed in full by Oncor.

Section 4. That it is hereby officially found and determined that the meeting at which this Resolution is passed is open to the public as required by law and the public notice of the time, place, and purpose of said meeting was given as required.

Section 5. That a copy of this Resolution shall be sent to Oncor Electric Delivery Company LLC, 1616 Woodall Rodgers Freeway, Dallas, Texas 75202 and to Thomas Brocato, Counsel to the Steering Committee, at Lloyd Gosselink Rochelle & Townsend, P.C., 816 Congress Ave., Suite 1900, Austin, Texas 78701.

PASSED AND APPROVED this 23rd day of September, 2025.

Carl E. Gierisch, Jr., Mayor

ATTEST:

April S. Hill, City Secretary

APPROVED AS TO FORM:

Jeff Moore, City Attorney



CITY COUNCIL AGENDA ITEM

TO: Mayor and City Council

SUBJECT: PH Notice - ORD NO 2025-112 - Microschool

MEETING DATE: September 23, 2025

DEPARTMENT: City Secretary

ITEM SUMMARY:

Public hearing to consider amending the Comprehensive Zoning Ordinance of the City of Roanoke, Texas, for the Oak Street Corridor Zoning District, by amending Section 12.492 of the Code of Ordinances entitled "Schedule of Uses," by amending the "Educational, Public Administration, Health Care and Other Institutional Uses" to provide for a new use entitled "Microschool" as a permitted use within the Oak Street Zone, Neighborhood Transition Zone, Highway 377 Zone, and Civic/Mixed Use Zone; and amending Section 12.500 entitled "Definitions" by adding a definition for "Microschool." (Ordinance No. 2025-112)

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

INFORMATION:

STAFF RECOMMENDATION:

SPECIAL CONSIDERATION:

FINANCIAL CONSIDERATION:

ATTACHMENTS:

1. PH Notice - Oak Street Zoning - Microschool Use



City of Roanoke Notice of Public Hearing Zoning Amendment

CITY OF ROANOKE NOTICE OF PUBLIC HEARING ZONING AMENDMENT

ROANOKE PLANNING AND ZONING COMMISSION

THE ROANOKE PLANNING AND ZONING COMMISSION WILL HOLD A PUBLIC HEARING ON MONDAY, SEPTEMBER 15, 2025, TO CONSIDER AMENDING THE COMPREHENSIVE ZONING ORDINANCE OF THE CITY OF ROANOKE, TEXAS, FOR THE OAK STREET CORRIDOR ZONING DISTRICT, BY AMENDING SECTION 12.492 OF THE CODE OF ORDINANCES ENTITLED "SCHEDULE OF USES," BY AMENDING THE "EDUCATIONAL, PUBLIC ADMINISTRATION, HEALTH CARE AND OTHER INSTITUTIONAL USES" TO PROVIDE FOR A NEW USE ENTITLED "MICROSCHOOL" AS A PERMITTED USE WITHIN THE OAK STREET ZONE, NEIGHBORHOOD TRANSITION ZONE, HIGHWAY 377 ZONE, AND CIVIC/MIXED USE ZONE; AND AMENDING SECTION 12.500 ENTITLED "DEFINITIONS" BY ADDING A DEFINITION FOR "MICROSCHOOL." THE PUBLIC HEARING WILL BE HELD AT 7:00 P.M. AT THE ROANOKE CITY HALL LOCATED AT 500 S OAK STREET, ROANOKE, TEXAS.

ROANOKE CITY COUNCIL

THE ROANOKE CITY COUNCIL WILL HOLD A PUBLIC HEARING ON TUESDAY, SEPTEMBER 23, 2025, TO CONSIDER AMENDING THE COMPREHENSIVE ZONING ORDINANCE OF THE CITY OF ROANOKE, TEXAS, FOR THE OAK STREET CORRIDOR ZONING DISTRICT, BY AMENDING SECTION 12.492 OF THE CODE OF ORDINANCES ENTITLED "SCHEDULE OF USES," BY AMENDING THE "EDUCATIONAL, PUBLIC ADMINISTRATION, HEALTH CARE AND OTHER INSTITUTIONAL USES" TO PROVIDE FOR A NEW USE ENTITLED "MICROSCHOOL" AS A PERMITTED USE WITHIN THE OAK STREET ZONE, NEIGHBORHOOD TRANSITION ZONE, HIGHWAY 377 ZONE, AND CIVIC/MIXED USE ZONE; AND AMENDING SECTION 12.500 ENTITLED "DEFINITIONS" BY ADDING A DEFINITION FOR "MICROSCHOOL." THE PUBLIC HEARING WILL BE HELD AT 7:00 P.M. AT THE ROANOKE CITY HALL LOCATED AT 500 S OAK STREET, ROANOKE, TEXAS.

CERTIFICATION

I certify that the above notice was posted at City Hall, 500 South Oak Street, Roanoke, Texas, on Thursday, August 28, 2025, by 5:00 p.m.

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: City Hall Guests



CITY COUNCIL AGENDA ITEM

TO: City Council

SUBJECT: Zoning Ordinance Amendment (ZTA-2025-01) Microschools

MEETING DATE: September 23, 2025

DEPARTMENT: Planning

ITEM SUMMARY:

Consideration and recommendation on a Zoning Ordinance Amendment request from Tammy Dwight-Ministero, amending the Comprehensive Zoning Ordinance of the City of Roanoke, Texas, by amending Chapter 12, Article III, Division 15, of the Code of Ordinances, of the City of Roanoke, Texas, entitled "Oak Street Corridor Zoning District", by amending Section 12.492 of the Code of Ordinances entitled "Schedule of Uses," by amending the "Educational, Public Administration, Health Care and Other Institutional Uses" to provide for a new use entitled "Microschools" that is a permitted use within the Oak Street Zone, Neighborhood Transition Zone, Highway 377 Zone, and Civic/Mixed Use Zone; and amending Section 12.500 entitled "Definitions" by adding a definition for "Microschools." (Ordinance No. 2025-112)

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

INFORMATION:

No action to be taken on this item. The

History

On March 18, 2025, Mrs. Dwight-Ministero reached out to then-City Planner Kelly Carlson about finding a location for a "...microschool/homeschool co-op..." and suggested two locations in the City. Mrs. Carlson returned, stating, "neither of the locations you're considering is suitable for a school." Mrs. Dwight-Ministero replied, stating that they are not technically a school. She then provided a state statute which she argues - and staff agrees - applies to her business, defining it as a learning pod.

Mrs. Dwight-Ministero then reached out to Mrs. Carlson on April 15, suggesting the property at 208 N. Hwy 377 as a location for her learning pod. Mrs. Carlson did not respond because she had left the City. Mrs. Dwight-Ministero followed up on May 16, after now-City Planner Matthew Ellis had started with the City. Mr. Ellis found that the use of learning pods, microschools, nor homeschool co-ops were listed in Section 12.492 Schedule of Uses, and forwarded the question to City Attorney Jeff Moore on May 19. On May 29, Mr. Moore agreed with staff's interpretation that the use was not a



CITY COUNCIL AGENDA ITEM

school and therefore not listed in the code, meaning it was not allowed. Mr. Ellis informed Mrs. Dwight-Ministero of staff's interpretation and Mr. Moore's concurring opinion. Mrs. Dwight-Ministero filled out and returned the appeal application on May 31.

The Zoning Board of Adjustments unanimously denied the appeal application at their July 17 meeting, encouraging Mrs. Dwight-Ministero to pursue a zoning text amendment as the appropriate venue to permit her use in the City of Roanoke.

Staff Report

The nature of education is changing in this new information age, as with many aspects of our lives. Especially during and following the COVID pandemic, novel approaches to education have been and are being developed, including microschools. The adoption of the Learning Pod Protection Act by the 87th legislative session shows the state's embracing of these diverse education models. As innovative uses emerge, cities must continue to have conversations about the appropriateness of these uses in their jurisdictions, enabling pioneering business owners to get their start. The application by the appropriately-named BOLD School to allow this use in the City is the first of what staff anticipate will be many novel businesses excited to set up in Roanoke over the next few decades.

In addition to the above context of the education market at large, the use complies with the goals laid out in the Oak Street Corridor Overlay. Schools, libraries, and community halls are all allowed in the same zones which Microschools are proposed to be allowed in. The ordinance adds the Neighborhood Transition Zone as microschools operate very similarly to existing homeschooling occupations, which complies with the goal of the Neighborhood Transition Zone to, "provide for appropriate transitions between the historic residential district and commercial uses along Oak Street."

Summary

City staff believe that this use will serve the residents of Roanoke and surrounding cities well. Based on the goals laid out in the Oak Street Regulating Plan and the shifting landscape of education as recognized by the Texas Legislature, City staff recommends approval of the ordinance.

STAFF RECOMMENDATION:

Staff recommends approval of the ordinance.

SPECIAL CONSIDERATION:

FINANCIAL CONSIDERATION:



CITY COUNCIL AGENDA ITEM

ATTACHMENTS:

1. Application
2. BOLD School – Learning Pod Designation Request (1)
3. NMC BOLD school (1)
4. Bold Roanoke LPPA Letter (1)
5. ORD NO 2025-112 - Zoning Amendment - Oak Street - Microschools



CITY OF ROANOKE
500 S. OAK STREET
ROANOKE, TEXAS 76262
(817) 491-2411 FAX (817) 491-2242

ZONING APPLICATION

Applicant/Agent Name BOLD School / Tammy Dwight-Ministero		Home Phone	Mobile Phone 817.908.8222
Address 13511 Bates Aston Rd		City / State Haslet, TX	Zip 76052
Property Owner(s) Ryan Williams		Home Phone	Work Phone
Address, City, State, Zip			
Present Zoning Classification Clinic	Requested Zoning Classification Microschool/ Learning Pod	Acreage/Lot of Requested Zoning Classification Lot 10R-1, Block 13 Old Town Roanoke	

Are any Deed restrictions in place that would prevent this property being used in the manner herein proposed?

☐ Yes ☐ No

If yes, list restrictions _____

Proposed use microschool/ learning pod

Justification for requested zoning change: To update the allowed uses school category to include microschools.

Microschools (aka Learning Pods by TEA) were not recognized school options until 2021 by the LPPA legislation.

I authorize the City of Roanoke to place one change of zoning sign on the subject property to remain in place for the duration of the zoning change process.

Authentisign
Tammy Dwight-Ministero 07/18/25
Applicant Signature and Date

Attach one (1) electronic copy in a pdf format of the Metes & Bounds description of the property and a survey map of the property. Fees for Zoning Request is \$250.00 plus \$10.00 per acre. Fees are subject to change if amended by Ordinance.

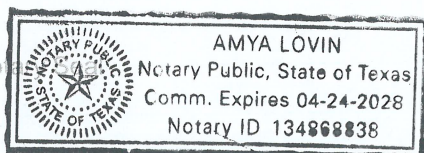
Authorization:

I/We Ryan Williams owner(s) of the above described property do hereby authorize Tammy Dwight-Ministero to act on my/our behalf in making and representing this zoning change application.

[Signature] 7/23/2025
Signature of owner Date

State of Texas
County of Denton

Sworn to and subscribed before me on the 23rd day of July, 2025, by Ryan Williams
(year) (name of owner).



[Signature]
Notary Public's Signature

07/20/2023

BOLD School – Learning Pod Designation Request

Statutory Definition

Under Tex. Educ. Code § 27.001(2), a “**learning pod**” is defined as:

“a group of children who, based on the voluntary association of the children's parents, meet together at various times and places to participate in or enhance the children's primary or secondary academic studies, including participation in an activity or service provided to the children in exchange for payment.”【Tex. Educ. Code § 27.001(2)】

How BOLD School Meets Each Element

1. Voluntary Association of Parents

- **Parent-Driven Participation:** All families choose to join voluntarily; there are **no attendance mandates or compulsory requirements**.
 - *Example:* Families may take a month off in October or opt out of summer sessions entirely.
 - *Example:* Tuition secures their spot and covers software, hardware, coaches, supplies, and field trips, regardless of attendance.
- **Parent-Led Learning:** Parents set the **pace, schedule, and curriculum**, while BOLD School provides resources, coaching, and accountability support. Families may adjust their plan at any time. Learning components are determined by the family, not by any government or school entity.
 - *Pace:* Families can accelerate (cover 2 years of curriculum) or decelerate (½ year) based on goals.
 - *Schedule:* Multiple tracks with flexible days and times; no fixed attendance requirements.
 - *Curriculum:* Families choose between 2-Hour Learning, other school-provided EdTech tools, or any additional parent-selected curricula.
- **Direct Parent Involvement:** On homeschool days, the parent serves as the primary Learning Coach.
- **Parent Contribution:** Families actively enrich the learning environment by sharing expertise, talents, and skills with students.

Note: “Voluntary” is defined as “proceeding from the will or from one's own choice or consent,” and “association” as “the act of joining together in a relationship or an organization of persons having a common interest.”【Merriam-Webster, “Voluntary” and “Association,” Merriam-Webster.com Dictionary】

BOLD School families freely choose to join together around the shared interest of their faith and children’s education, meeting the statutory requirement of a “voluntary association of parents.”

2. Meet Together at Various Times

BOLD School operates four distinct tracks, each with multiple schedule variations, resulting in **seven different weekly options** (not including the infinite home-based flex schedule times).

- Signature Track: 4-day onsite (Mon–Thurs, 9–3) + Friday parent-selected time (2x per week).
- Tech Stack Track: 4-day onsite (Mon–Thurs, 9–3) + Friday parent-selected time (2x per week).
- Homeschool Track: Partial onsite (Mon–Wed, 12–3; Thurs, 9–3) + flexible Fridays (3x per week).
- 1-Day Options: Thursday, various locations (9–3) + home-based learning rest of week (2x per week).

Note: “Various” is defined as “of an indefinite number greater than one.”【Merriam-Webster, “Various,” Merriam-Webster.com Dictionary】

BOLD School’s multiple tracks, flexible schedules, and home-based learning options meet and exceed the statutory requirement of meeting together at “various times.”

3. ...and Places

BOLD School learning occurs in **multiple locations**, satisfying the requirement to meet in “various places.”

- **Home**: Parent-led instruction for all students.
- **On-site**: Small, mixed-age groups on campus.
- **Offsite**: Regular service projects, field trips, and community-based learning at local businesses, parks, libraries, and churches.

Note: “Place” is defined as “a physical environment or space,” and “various” as “of an indefinite number greater than one.”【Merriam-Webster, “Place” and “Various,” Merriam-Webster.com Dictionary】

With home, onsite, and offsite learning environments, BOLD School clearly meets the statutory requirement of meeting in “various places.”

4. Participate in or Enhance the Children’s Academic Studies

- All tracks include core academic subjects (math, reading, writing, science, and social studies).
- Signature & Tech Stack serve as primary instruction.
- Homeschool Track provides enhancement to parent-led academics.

All BOLD School tracks focus on primary and secondary academics, meeting the statutory requirement of participating in or enhancing academic studies.

5. Activity or Service in Exchange for Payment

- Tuition is paid by parents in exchange for BOLD School’s educational services, resources, and activities, satisfying the “activity or service in exchange for payment” element.

Tuition is a direct exchange for the educational activities and services BOLD School provides, aligning with the statutory requirement.

Conclusion

BOLD School **meets and exceeds** every element of the statutory definition of a *Learning Pod* under Texas SB 1955 and Tex. Educ. Code § 27.001(2).

Implications

BOLD School’s structure aligns closely with the statutory elements outlined in the Learning Pod Protection Act, Texas Education Code § 27 (SB 1955), meaning it falls under the legal definition of a Learning Pod and the protections that accompany it. The legislature did not limit this designation to a specific historical moment; it created a statutory framework to protect parent-directed learning models from unnecessary regulation.

While learning pods gained visibility during COVID, their growth since then reflects a broader parental demand for alternative education models. That natural evolution underscores why the LPPA exists: to safeguard innovative, parent-driven approaches to education from being forced back into traditional systems through local regulation. Because *Learning Pod* is a designation created in statute, compliance must be determined by the language of the law itself—not by perceived intent or assumptions about why it was first enacted. Our goal is simply to ensure alignment with those statutory requirements as written.



July 8, 2025

Ms. Tammy Dwight-Ministero
Founder
BOLD School
Roanoke, Texas

Dear Tammy:

Congratulations on your important educational leadership as an exemplary Texas nonpublic school. BOLD School has served as an essential member of the community of private school options, and also an exemplary model of an educational entity falling within Texas Learning Pod Protection Act as defined within Title II, Chapter 27 of the Texas Education Code, in the greater DFW area for several years.

It has been the National Microschooling Center's honor to have included you as a member for the past two years.

I look forward to visiting your new facility in the coming months, and to working together for the years to come. Please do not hesitate to reach out if there is any way I or the Center can prove helpful to your work.

Sincerely,

Don Soifer
CEO

July 10, 2025

Zoning Appeals Board
City of Roanoke
500 S. Oak Street
Roanoke, Texas 76262

Dear Board,

My name is Daniel Suhr. I am senior legal fellow at the National Microschooling Center, a resource hub for education entrepreneurs and innovative schools. I write alongside my Texas cocounsel, Chad Flores of Flores Law in Houston.

I write in support of The BOLD School, a private school serving students from Fort Worth and the surrounding areas. I am writing to draw your attention to the important rights afforded to The BOLD School and similar educators under the Texas Learning Pod Protection Act, Education Code Title 2, Subtitle E, Ch. 27.

As the Texas Home School Coalition, one of the primary outside supporters of the bill, has explained, the LPPA “was drafted to protect learning pods from being regulated by local governments not only during a pandemic but also on an everyday basis. . . . These protections help ensure the freedom of families to educate their children as they see fit.” THSC, *How the Texas Legislature Addressed Pods and Homeschool Co-ops* (June 7, 2021).

The bill’s title makes clear its purpose: to protect these new, innovative, voluntary private organizations of parents and students banding together outside the traditional school system. *See In the Interest of M.R.*, 975 S.W.2d 51, 54 (4th Ct. of App. 1998) (statute title is “instructive” to its interpretation). That reading is reinforced by the bill’s self-description: “exempting learning pods from certain local government regulations.” S.B. No. 1955. *See Texas House Research Org., Bill Digest, SB 1955* (2nd reading), May 21, 2021 (same).

The LPPA applies to a “learning pod,” which it defines as “a group of children who, based on the voluntary association of the children’s parents, meet together at various times and places to participate in or enhance the children’s primary or secondary academic studies, including participation in an activity or service provided to the children in exchange for payment.” Educ. Code 27.001(2). That describes The BOLD School, which is a voluntary association of families that serves children (students) for their academic studies in an intimate, microschool environment.

As such, The BOLD School enjoys certain rights under the Act, including:

- An exemption from “any ordinance, rule, regulation, policy, or guideline adopted by a local governmental entity that applies to a school district campus or child-care facility, including any requirements regarding . . . physical accommodations, or building or fire codes.” Educ. Code 27.002(a)(1).
- An exemption “from any ordinance, rule, regulation, policy, or guideline adopted by a local governmental entity that would not apply to the group, building, or facility if it was not associated with or used by a learning pod.” *Id.* at (a)(2).

In this case, The BOLD School fits a “both/and” definition. It is a school: it provides a regular course of instruction substantially equivalent to that of other Texas schools. Indeed, pursuant to the Roanoke zoning ordinance that is at issue here, The BOLD School is a school as it is under the sponsorship of a private agency or corporation, other than a public or religious agency, which offers a curriculum that is generally equivalent to public elementary and/or secondary schools. That it is a microschool serving a small number of students does not render it something other than a school. Yet it is also a “learning pod” as that term is used in the Act: a voluntary association of families coming together for education in an innovative and intimate setting.

As the Appeals Board considers this appeal, I would encourage you to be mindful of the City’s obligations under the Learning Pod Protection Act. We would welcome further conversation with the Board or City Attorney’s office to clarify our understand and the City’s understanding of the LPPA and its application to this appeal if that would be helpful to you. Thank you for your attention to this matter.

Respectfully yours,



Daniel R. Suhr, Senior Legal Fellow
National Microschooling Center
Licensed in Wisconsin

Chad Flores
Flores Law PLLC
917 Franklin Street
Suite 600
Houston, Texas 77002
(713) 364-6640

ORDINANCE No. 2025-112

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ROANOKE, TEXAS, AMENDING THE COMPREHENSIVE ZONING ORDINANCE, BY AMENDING CHAPTER 12, ARTICLE III, DIVISION 15, OF THE CODE OF ORDINANCES, OF THE CITY OF ROANOKE, TEXAS, ENTITLED “OAK STREET CORRIDOR ZONING DISTRICT”, BY AMENDING SECTION 12.492 OF THE CODE OF ORDINANCES ENTITLED “SCHEDULE OF USES,” BY AMENDING THE “EDUCATIONAL, PUBLIC ADMINISTRATION, HEALTH CARE AND OTHER INSTITUTIONAL USES” TO PROVIDE FOR A NEW USE ENTITLED “MICROSCHOOLS” THAT IS A PERMITTED USE WITHIN THE OAK STREET ZONE, NEIGHBORHOOD TRANSITION ZONE HIGHWAY 377 ZONE, AND CIVIC/MIXED USE ZONE; AND AMENDING SECTION 12.500 ENTITLED “DEFINITIONS” BY ADDING A DEFINITION FOR “MICROSCHOOLS”; PROVIDING A PENALTY CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A REPEALER CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Section 12.124(b) of the Code of Ordinances of the City of Roanoke, Texas, provides as follows, “[f]or requests involving proposed changes to the text of the Zoning Ordinance, notice of the Planning and Zoning Commission hearing shall be accomplished by publishing the purpose, time and place of the public hearing in the official newspaper of the City before the fifteenth (15th) calendar day prior to the date of the public hearing. Changes in the Ordinance text which do not change zoning district boundaries do not require written notification to individual property owners;” and

WHEREAS, Section 12.127(c) of the Code of Ordinances of the City of Roanoke, Texas, provides as follows, “[n]otice of the City Council public hearing for a zoning, rezoning or Zoning Ordinance text amendment request shall be given in the same manner as that for the public hearing before the Planning and Zoning Commission as required in Section 12.124;” and

WHEREAS, the Planning and Zoning Commission and the City Council of the City of Roanoke, Texas, in compliance with the laws of the State of Texas, and the Code of Ordinances of the City of Roanoke, Texas, have given the requisite notices by publication and otherwise, and have held due hearings and afforded a full and fair hearing to all property owners generally and to all persons interested, and the City Council of the City of Roanoke, Texas, is of the opinion and finds that said changes should be granted and that the Zoning Ordinance should be amended.

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

Section 1. FINDINGS INCORPORATED

The findings set forth above are incorporated into the body of this Ordinance as if fully set forth herein.

Section 2.

That Chapter 12, Article III, Division 15, Section 12.492, Table 1 – Schedule of Uses of the Code of Ordinances of the City of Roanoke, Texas, by amending the “Educational, Public Administration, Health Care and Other Institutional Uses” to provide for “Microschools” which shall read as follows:

“Sec. 12.492. Schedule of Uses.

Due to the emphasis on urban form over land uses in the Oak Street District, general use categories have been identified by areas. Uses not listed in the following schedule, but are substantially similar, may be permitted upon the approval of the City Manager or his or her designee, subject to appeal to the City Council.

Table 1 – Schedule of Uses

<i>Land Use</i>	<i>Oak Street Zone</i>	<i>Neighborhood Transition Zone</i>	<i>Hwy 377 Zone</i>	<i>Civic/Mixed Use Zone</i>
Educational, Public Administration, Health Care and Other Institutional Uses				
▪ Microschools	P	P	P	P

Section 3.

That Chapter 12, Article III, Division 15, Section 12.500 entitled “Definitions” is amended by adding a new definition entitled “Learning pods” which shall read as follows:

“Microschools’ means a small learning environment under the sponsorship of a private agency or corporation, other than a public or religious agency, which offers a curriculum that is generally equivalent to public elementary and/or secondary schools. Microschools are distinct from private schools in their class sizes.”

Section 4. PENALTY CLAUSE

Any person, firm, or corporation violating any of the provisions or terms of this Ordinance shall be guilty of a misdemeanor and upon conviction, shall be fined a sum not to exceed \$2,000.00 for each offense, and each and every violation or day such violation shall continue or exist, shall be deemed a separate offense.

Section 5. SEVERABILITY CLAUSE

It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs and sections of this ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this ordinance, since the same would have been enacted by the City Council without the incorporation of this ordinance of any such unconstitutional phrase, clause, sentence, paragraph or section.

Section 6. REPEALER CLAUSE

Any provision of any prior ordinance of the City whether codified or uncoded, which are in conflict with any provision of the Ordinance, are hereby repealed to the extent of the conflict, but all other provisions of the ordinances of the City whether codified or uncoded, which are not in conflict with the provisions of this Ordinance, shall remain in full force and effect.

Section 7. EFFECTIVE DATE

This Ordinance shall become effective immediately upon its passage and publication as required by law.

PASSED, APPROVED AND ADOPTED by the City Council of the City of Roanoke, Texas, on this the _____ day of _____, **2025**.

APPROVED:

Carl E. Gierisch, Jr., Mayor

ATTEST:

April S. Hill, City Secretary

APPROVED AS TO FORM:

Jeff Moore, City Attorney



AGENDA ITEM

TO: Mayor and City Council

SUBJECT: ORD NO 2025-118 - Amending FY2024-2025 Budget

MEETING DATE: September 23, 2025

DEPARTMENT: Administration

ITEM SUMMARY:

INFORMATION:

The Roanoke City Charter stipulates that Council may, from time to time, amend the current year's budget through adoption of an ordinance. For this amendment, staff is requesting a total amendment amount of \$1,310,000 for the following items:

1. Increased debt service expenses related to the issuance cost of the 2024 certificates of obligation, paid through a CCPD reimbursement to the Debt Service Fund
2. Increased treatment costs for the utility system in the amount of \$860,000, paid through utility rates.
3. Increased special events costs related to entertainment and event amenities totaling \$200,000, paid through available Special Event Fund balance.

These items represent expenses incurred during the 2025 fiscal year, for which staff is requesting Council to authorize budget increases. The approval of this item allows the FY2025 fund budgets to match actual expenses, and all operating funds will end the year with sufficient cash balances to match staff's FY26 budget projections.

STAFF RECOMMENDATION:

Staff recommends approval.

SPECIAL CONSIDERATION:

FINANCIAL CONSIDERATION:

ATTACHMENTS:

1. ORD NO 2025-118 - Amending Budget FY2024-2025

ORDINANCE NO 2025-118

AN ORDINANCE AMENDING THE OFFICIAL OPERATING AND CAPITAL BUDGET FOR THE CITY OF ROANOKE FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2024, AND ENDING SEPTEMBER 30, 2025; APPROPRIATING MONEY TO AN INTEREST AND SINKING FUND TO PAY INTEREST AND PRINCIPAL DUE ON THE CITY'S INDEBTEDNESS; PROVIDING FOR THE INVESTMENT OF FUNDS; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR PUBLICATION; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Manager's recommended budget for the fiscal year beginning October 1, 2024 and ending September 30, 2025 was posted on the city's website and filed in the office of the City Secretary of the City of Roanoke on August 7, 2024, and has been available to the citizens and the public for their inspection since that date; and

WHEREAS, on September 10, 2024 City Council voted to pass the FY2024-25 operating and capital budget, which specifically set forth each of the various funds for which appropriations are delineated, and the estimated amount of money carried in the Budget for each of such funds; and

WHEREAS, the FY2024-25 Adopted Budget includes, certain elements of the Capital Improvements Program, which details planned capital improvement projects of the city that have been identified to date and contains a statement proposing capital expenditures deemed necessary for undertaking during the next budget year and recommended provisions for financing and a list of capital projects which should be undertaken within the five (5) next succeeding years.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ROANOKE, TEXAS, THAT:

SECTION 1.

The official Budget for the City of Roanoke for the fiscal year beginning October 1, 2024 and ending September 30, 2025 is hereby amended and there is hereby appropriated from the funds indicated therein such sums for the projects, operations, activities, purchases, and other expenditures proposed in the Budget. The Roanoke City Secretary is directed to keep and maintain a copy of such official Budget on file in the office of the City Secretary available for inspection by citizens and the general public. A copy of the Budget shall be posted on the official website for the City of Roanoke. In addition, the City Manager shall file or cause to be filed a true and correct copy of this ordinance, along with the approved Budget, and any amendments thereto, in the office of the County Clerk of Denton County, Texas, as required by State law.

SECTION 2.

The City Council hereby approves as a part of the Budget the FY2024-25 Capital Improvements Program, which details planned capital improvement projects of the city that have been identified to date.

SECTION 3.

All funds appropriated and allocated shall be expended and used pursuant to the provisions of such official Budget and the City Manager is directed to appropriate and expend City funds according to City Charter provisions.

SECTION 4.

The sums below are hereby appropriated from the respective operating funds for the payment of expenditures on behalf of the city government as established in the approved Budget document:

<u>FUND</u>	<u>FY2025 Adopted Expenditures</u>	<u>FY2025 Amended Expenditures</u>
General Fund	\$ 41,243,337	\$ 41,243,337
General Obligation Debt Service Fund	\$ 12,231,752	\$ 12,481,752
Water and Wastewater Fund	\$ 11,294,296	\$ 12,154,296
Hotel/Motel Fund	\$ 148,407	\$ 148,407
Vehicle/Equipment Replacement Fund	\$ 651,413	\$ 651,413
Computer Replacement Fund	\$ 150,000	\$ 150,000
Briarwyck Public Improvement District	-----	-----
Roanoke Special Events	\$ 1,131,908	\$ 1,331,908
Economic Industrial Development Corporation (REIDC-4A)	\$ 9,432,370	\$ 9,432,370
Crime Control and Prevention District (CCPD)	\$ 8,048,026	\$ 8,048,026

SECTION 5.

The sums below are hereby appropriated from the respective capital funds for the payment of expenditures on behalf of the city government as established in the approved Capital Improvement Program:

<u>Fund</u>	<u>Appropriations</u>
Facilities Capital Projects Fund	\$ 20,304,600
Streets Capital Projects Fund	\$ 7,770,256
Water and Wastewater Capital Projects Fund	\$ 16,320

SECTION 6.

All appropriation balances for capital expenditures and capital improvement projects as of September 30, 2024 shall roll forward to October 1, 2024. All other appropriations shall lapse at the end of the fiscal year.

SECTION 7.

The City Manager is authorized from time to time, as he may deem to be in the best interest of the City of Roanoke, to invest city funds not immediately required for current use, including operating funds and bond funds, as per Council adopted Investment Policy.

SECTION 8.

It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs, and sections of this ordinance are severable, and if any phrase, clause,

sentence, paragraph, or section of this ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs, and sections of this ordinance, since the same would have been enacted by the City Council without the incorporation in this ordinance of any such unconstitutional phrase, clause, sentence, paragraph or section.

SECTION 9.

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

PASSED AND APPROVED by the City Council of the City of Roanoke, Texas, on this 23rd day of September, 2025.

APPROVED:

Carl E. Gierisch, Jr., Mayor

ATTEST:

April S. Hill, City Secretary

APPROVED AS TO FORM:

Jeff Moore, City Attorney



AGENDA ITEM

TO: Mayor and City Council

SUBJECT: ORD NO 2025-119 - Amending Appendix A - Fee Schedule

MEETING DATE: September 23, 2025

DEPARTMENT: Administration

ITEM SUMMARY:

Consideration and action on approval of Ordinance No. 2025-119, amending Appendix A - Fee Schedule of the City of Roanoke Code of Ordinances.

INFORMATION:

In accordance with the annual budget process, Roanoke departmental staff review the City's fee schedule to make any needed updates for the fiscal year. Being a governmental entity, these fees are designed solely to recoup the cost to deliver the requested service and not to gain any revenue over the estimated expense to provide our services.

For FY26, staff is requesting updates to streamline our fee schedule and realign service charges with our expenses. This includes:

- Revising our parks fee schedule to recoup league fees and streamline facility rental requests;
- Removal of fees for renting Roanoke park property in Cannon Park, Fairplay Park, Community Park, and the ball fields;
- Increasing the police traffic detail & escort fee from \$50/hr to \$60/hr
- Increasing our monthly water and wastewater service charges in accordance with the rate model accepted by Council on February 13, 2024 and detailed in the FY26 adopted budget
 - Roanoke's current utility rate model was adopted by Council in 2024, and its purpose is to address the inadequate wastewater rates, which were insufficient to pay for the city's cost to operate its wastewater system. Previously, the city's water rates and Utility Fund balance were used to subsidize low revenue in Roanoke's wastewater system. The new rate model projected modest increases to water rates in order to maintain sufficiency with its costs while forecasting more significant wastewater rate increases so the wastewater utility would be self-sustaining, as it is intended to



AGENDA ITEM

operate. Prior to 2024, the last rate adjustment took place in 2017. The FY26 rate increase amounts to approximately 18%.

- Roanoke's utility rates are largely driven by wholesale and treatment costs charged by the City of Fort Worth and the Denton Creek Regional Wastewater System, which are collectively increasing by 18% for FY26.
- The following is a summary of the projected monthly utility bill changes for a residential customer with a $\frac{3}{4}$ " meter using 5,000 gallons of water per month:

<i>Service</i>	<i>FY2025 Projected Bill</i>	<i>FY2026 Projected Bill</i>
<i>Water</i>	\$ 36.87	\$ 36.87
<i>Sewer</i>	\$ 76.45	\$ 90.55
<i>Total</i>	\$ 113.32	\$ 127.42
<i>Monthly Inc</i>		\$ 14.10

STAFF RECOMMENDATION:

Staff recommends approval.

SPECIAL CONSIDERATION:

FINANCIAL CONSIDERATION:

The utility rates will allow the utility to fully fund its adopted FY26 budget, and the general fee adjustments have already been incorporated into the FY26 operating budget.

ATTACHMENTS:

1. 2026 Schedule Red Line
2. 2026 Schedule Clean Copy

EXHIBIT A
APPENDIX A - FEE SCHEDULE

ARTICLE 1.000. - ADMINISTRATIVE FEES

Copies	Personal documents	\$0.25
Copies	Public information request	State Fee Schedule
Fax Charge	to Send	\$1.00
Fax Charge	Per each page Sent or Received	\$0.10
Return Check Fee (NSF)		\$30.00
Credit Card Processing Fee		5% of total payment
Utility Billing Mailing List		\$30.00
Labels for Mailing		\$40.00
Maps		Cost
Library Non-resident Fee	Per person	\$25.00
Family Non-Resident maximum fee	Per Household	\$50.00
3D Printing Fees	Per Gram	\$0.10
Lost Library Card	\$1.00	
Lost Item Fee	Replacement Cost + \$5.00 reprocessing fee	
Library Non-resident Exam Fee	Per Exam	\$25.00
Community Room Rental Fees		
Deposit –for all rentals-refunded if no damage		\$50.00
Roanoke Residents:		
Half-day rental		\$25.00
Full-day rental		\$50.00
Non-Residents:		
Half-day rental		\$30.00
Full-day rental		\$60.00

Printed Ordinances	
Sewer Use Ordinance	\$7.00
Standard Construction Specifications	\$27.50
Subdivision Ordinance	\$27.50
Zoning Ordinance	\$30.00
Subdivision & Zoning	\$55.00
Combined Book (Zoning, Subdivision, Const. Specs)	\$85.00

ARTICLE 2.000. - RECREATION MEMBERSHIPS AND RELATED FEES

Community Swimming Pool Fees		
Resident	42" and under	Free
Resident	Over 42"	\$2.00
Non-Resident	42" and under	Free
Non-Resident	Over 42"	\$6.00 \$8.00
Daycare (all people)		\$3.00 \$5.00
Guest of Resident (resident must be present)		\$3.00 \$5.00
Resident Individual Season		\$30.00
Resident Family Season		\$100.00
Non-Resident Individual Season		\$60.00
Non-Resident Family Season		\$200.00
Pool Entrance Fees with annual Recreation Center membership:		
Resident Individual Season		\$25.00
Resident Family Season		\$75.00
Non-Resident Individual Season		\$50.00
Non-Resident Family Season		\$150.00
Swim Lessons:		
Resident		\$55.00 \$65.00
Non-Resident		\$70.00 \$80.00
Discount for each additional child		\$5.00
Baseball and Softball Fields		
Field; Resident/Non-Resident	Per hour	\$15.00 \$25.00/\$35.00
Field and Lights; Resident/Non-Resident	Per hour	\$25.00 \$35.00/\$45.00
Recreation Center		
*Monthly payment option is payable by bank draft only.		
Resident		
Single	Annually	\$324.00
Single	Monthly	\$30.00
Household	Annually	\$378.00
Household	Monthly	\$35.00
Senior—65 or older		Free
Active Military/Veteran	Annually	\$216.00
Active Military/Veteran	Monthly	\$20.00
Active Military/Veteran Family	Annually	\$270.00
Active Military/Veteran Family	Monthly	\$25.00

Full-Time City Employee/Family			Free
Part-Time City Employee/Family		Annually	\$216.00
City Board Members and Family			Free
Court Rental Fee		Hourly	\$50
		Deposit	\$250
Classroom Rental Fee	One room	Hourly	\$50
	Two rooms	Hourly	
	Half room	Hourly	\$25
		Deposit	\$250
Game Room Rental Fee		Hourly	\$50
		Deposit	\$250
Gymnasium Rental Fee		Hourly	\$100-\$50
		Deposit	\$500-\$250
Entire Building Rental Fee		Hourly	\$500
		Deposit	\$1,000
Business			
Single		Annually	\$432.00
Single		Monthly	\$40.00
Household		Annually	\$507.00
Household		Monthly	\$47.00
Senior—65 or older/Active Military/Veteran		Annually	\$324.00
Senior—65 or older/Active Military/Veteran		Monthly	\$30.00
Senior/Active Military/Veteran Family		Annually	\$378.00
Senior/Active Military/Veteran Family		Monthly	\$35.00
Non-Resident			
Single		Annually	\$540.00
Single		Monthly	\$50.00
Household		Annually	\$648.00
Household		Monthly	\$60.00
Senior—65 or older/Active Military/Veteran		Annually	\$432.00
Senior—65 or older/Active Military/Veteran		Monthly	\$40.00
Senior/Active Military/Veteran Family		Annually	\$486.00
Senior/Active Military/Veteran Family		Monthly	\$45.00
Aerobic Classes	Free with Paid Membership		Free
Childcare	Maximum 2 hours	Hourly	\$1.00
Court Rental Fee	(One court only)	Hourly	\$100

		Deposit	\$250
Classroom Rental Fee	One room	Hourly	\$30.00-\$60.00
	Two rooms	Hourly	\$50.00
	Half room	Hourly	\$35
		Deposit	\$250
Game Room Rental Fee		Hourly	\$60
		Deposit	\$250
Gymnasium Rental Fee		Hourly	\$150-\$100
		Deposit	\$500-\$250
Entire Building Rental Fee		Hourly	\$750
		Deposit	\$1,000
Daily Admission Fee for Building		Daily	\$10.00
Class Fees			
\$2.00 discount per class for residents			
League Fees - Residential Youth Leagues - \$90, Non-Residential Youth Leagues- \$120			
Adult league fees are assessed based on the market cost to the City for providing the service. Please contact the Parks and Recreation Department for further information.			

Party Fees		
Birthday Party – Sports Party		\$175 for 10 children, \$10 per additional child
Birthday Party – Game Room Party		\$100 for 10 children, \$7 per additional child
Host-Your-Own-Party, ½ Room (25 person max attendance)	Resident, Hourly	\$25
	Non-Resident, Hourly	\$35
	Deposit	\$250
Host-Your-Own-Party, Full Room (40 person max attendance)	Resident, Hourly	\$50
	Non-Resident, Hourly	\$60
	Deposit	\$250

ARTICLE 3.000. - BUSINESS RELATED FEES

Initial and Annual Business Registration Fee		\$25.00
Commercial Certificate of Occupancy Application		\$100.00
Alcohol Permit Fees	Permit fees shall be ½ of the state permit fee	Annually
Sexually Oriented Business		Annual \$500.00

Agent (each)			\$50.00
Carnival Buildings			\$200.00
Food and Health Service Permits and Fees:			
Permanent Food Establishment Permit		Annual	\$400.00
Mobile Food Vendor	Hot and Cold truck	Annual	\$200.00
Seasonal Vendor	Farmers Market	Annual	\$200.00
Temporary Event	Hot and Cold	Per Event	\$100.00
Health Complaint Investigation	For failing scores, non-compliance, or complaint investigation	Per re-inspection	\$150.00
Health Plan Review	New Business		\$150.00
Health Final and CO Inspection	New Business		\$150.00
Public Swimming Pool	Per Body of Water	Annual	\$200.00
Re-inspections	For follow up inspections, failing scores or non-compliance, no fee for first re-inspection	Per re-inspection	\$150.00
Vendor Temporary Permit:			\$100.00
Land Owner	If on land owner property need plot plan		\$25.00
Portable Sign Permit	New business/owner	30 days	\$25.00
Banner Sign Permit	New business/owner	30 days	\$25.00
Tent Permit		30 days	\$30.00
Solicitors Permit fee for firm, corporation or organization (Single person)		Annual	\$35.00
Solicitors Permit for each additional employee or volunteer		Annual	\$15.00

ARTICLE 4.000. - BUILDING AND CONSTRUCTION FEES

Commercial Building Permit Fees	Valuation
\$50.00 minimum fee	\$1.00 to \$500.00
\$50.00 for the first \$500 plus \$6.60 for each additional \$100.00, or fraction thereof, to and including \$2,000.00	\$501.00 to \$2,000.00
\$150.00 for the first \$2,000 plus \$30.00 for each additional \$1,000.00, or fraction thereof, to and including \$25,000.00	\$2,001.00 to \$25,000.00
\$840.00 for the first \$25,000 plus \$21.60 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00	\$25,001.00 to \$50,000.00
\$1,380.00 for the first \$50,000 plus \$15.00 for each additional \$1,000.00, or fraction thereof, to and including \$100,000.00	\$50,001.00 to \$100,000.00
\$2,130.00 for the first \$100,000 plus \$12.00 for each additional \$1,000.00, or fraction thereof, to and including \$500,000.00	\$100,001.00 to \$500,000.00
\$6,930.00 for the first \$500,000 plus \$10.20 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00	\$500,001.00 to \$1,000,000.00

\$12,030.00 for the first \$1,000,000 plus \$6.60 for each additional \$1,000.00, or fraction thereof		\$1,000,001.00 and up
Permit Re-Inspection Fee	Per instance	\$100.00
Special Use Permits	Per application	\$200.00
Certificate of Occupancy		\$100.00
Change in Occupancy		\$100.00
Temporary Certificate of Occupancy	Per 30 Days	\$250.00
Electrical, Plumbing, or Mechanical Permit		\$75.00

Building Permit Fees for Residential Dwellings

Combination permit fees (building, electrical, plumbing, and mechanical). The general contractor shall obtain a combination permit for all construction requiring inspection by more than one trade inspector. Subcontractors are not required to obtain separate permits when serving as the registered subcontractor for a combination permit. Each subcontractor working under a general contractor's combination permit shall notify the inspections department and submit all required information prior to any inspection.

	New Construction	Additions	Alterations
<u>R3 Residential Dwellings</u> (Detached one and two family dwellings, townhomes not more than 3-stories in height with a separate means of egress)	\$.80 / Square Foot Total Area Under Roof	\$ 1.10 / Square Foot Total Area of Addition	\$ 1.10 / Square Foot of Alteration Area
<u>R2 Residential Dwellings</u> (Apartments, condominiums, three and four family dwellings, etc.)	\$.60 / Square Foot Total Area Under Roof	\$ 1.10 / Square Foot Total Area of Addition	\$ 1.10 / Square Foot of Alteration Area
<u>Simple Alteration Permits</u> Projects in which square footage does not apply as determined by the Building Official. (Window replacement, foundation repair)	Flat fee \$150.00		

Residential Plan Review 45% of residential building fee in addition to building permit fee

Accessory Buildings		
Residential—Temporary	Less than 120 sq. ft.	\$15.00
Residential—Permanent	Greater than 120 sq. ft.	\$100.00
Fence Permits		
Wood, chain link, metal vinyl	Per lot or tract	\$15.00
Over 6'	Per lot or tract	\$50.00
Masonry, Wrought Iron	Per lot or tract	\$50.00
Masonry screening wall-Commercial		Valuation
Retaining walls - Commercial		Valuation
Fence repair/replacement—Natural disaster or fire		No fee

Other Permits		
Residential Swimming Pool Permit		\$300.00
Residential Hot Tubs, or Fountains		\$200.00
Residential Solar Panels		\$50.00
Patio Cover, Arbor, Pergola		\$50.00
Residential Reroofing		\$50.00
Driveway/Flatwork	Residential/private property	\$15.00
Mobile Home Permit	Per Lot	\$200.00
Demolition Permit		\$100.00
Commercial Signs		Valuation
Residential Irrigation Permit		\$50.00
Commercial Irrigation Fees	Underground vault	\$75.00
Commercial Irrigation Fees	1—250 sprinkler heads	\$30.00
Commercial Irrigation Fees	251—1,000 sprinkler heads	\$65.00
Trench Excavation Permit Fees	250 Linear feet or less	\$50.00 + .05 per line
Trench Excavation Permit Fees	215 to 1,000 Linear feet	\$100.00 + .05 per line
Trench Excavation Permit Fees	1,001 Linear feet or longer	\$250.00 + .05 per line
Plan Review Fee	2% of Public Improvement Value	
Design Review and Inspection Fee	6% of Public Improvement Value plus \$250.00 re-review fee (after the first two submittals)	
Rental Property Registration Fee	One-Family and Two-Family –Annual Application	\$50.00

ARTICLE 5.000. - DEVELOPMENT & ZONING RELATED FEES

Variance Request	Per request	\$200.00
Special Exception Application	Per request	\$200.00
Site Plan Application Fee		\$400.00
Grading Excavation and Fill Permit		\$75.00
Revised Grading Plan	Per platted development	\$100.00
Change to approved plans	Min. 1 hr.	\$100.00
Preliminary Plat		\$300.00 +\$10.00 per acre
Final Plat		\$300.00 +\$10.00 per acre
Re-platting		\$250.00
Amending/Minor Plat		\$250.00
Planned Development Zoning		\$300.00
Zoning Change		\$250.00 + \$10.00 per acre
Zoning Board Appeal		\$100.00

Parkland Dedication Requirements		Ch. 9, Sec. 9.201(d)(1)
Tree Removal Permit	Per protected tree – Not to exceed \$2,000.00 per application	\$100.00

ARTICLE 6.000. – SPECIAL EVENT AND FACILITY RENTAL FEES

Special Events - Event Permit Fees and Deposit Fees (Applicable to private, commercial, educational and non-profit entities)				
Special Events – Individual Permits (if applicable)				
Vendor Fee – City Event Food / Beverage Vendor	\$300.00	Tent, table, chairs included Includes Health Inspection		
Food Vendor – Health Inspection	\$100.00	See Article 3.000 Business Related Fees		
Street Closing Fee— (City delivers and retrieves barricades)	\$100.00 for first block, \$50.00 per block thereafter	Required if event will hinder, block or obstruct traffic flow, sidewalks, intersections or alleys.		
Police Traffic Detail & Escort	\$50.00 \$60.00hr. per officer w/ 3 hour minimum	Required if event needs police to direct traffic, lead/escort attendees.		
Emergency Medical Personnel (EMS)	\$50.00 hr. per EMS w/ 3 hour minimum	100 – 3000 ppl = 3 EMS, 1 cart 3000+ ppl = 7 EMS, 1 cart		

Application for Filming within City		\$25.00					
	Special Events – Facility Rental Fees						
Facility	Max Attendance	Hourly Residents Rate	Hourly Non-Residents Rate	Special permit fee	Deposit	Minimum Resident Fees	Minimum Non-Resident Fees
Austin Street Plaza (Noon-4PM)	250	\$50 hr. w/ 3 hr. min (\$150)	\$100 hr. w/ 3 hr. min (\$300)	\$60	\$500	\$210	\$360
Austin Street Plaza (5PM-9PM)	250	\$50 hr. w/ 3 hr. min (\$150)	\$100 hr. w/ 3 hr. min (\$300)	\$60	\$500	\$210	\$360
Cannon Park Pavilion	50	\$20 hr. w/ 3 hr. min (\$60)	\$30 hr. w/ 3 hr. min (\$90)	\$30	\$250	\$90	\$120
Cannon Park -Full Park	500+	\$100 hr. w/ 3 hr. min (\$300)		\$120	\$1000	\$420	\$504
Fairplay Park Pavilion	50	\$20 hr. w/ 3 hr. min (\$60)		\$30	\$250	\$90	\$108
Fairplay Park— Full Park	500+	\$300 hr. w/ 3 hr. min (\$900)	\$500 hr. w/ 3hr. min (\$1,500)	\$120	\$1,000	\$1,020	\$1,620
Fairplay Park - Pool	150	\$300 hr. w/ 2 hr. min (\$600)	\$500 hr. w/ 2hr. min (\$1,000)	\$50	\$500	\$650	\$1,050
Library Conference - Small	10+	\$10 hr. w/ no min		\$0	\$250	\$10	\$12
Library Conference - Large	100	\$75 hr. w/ 3 hr. min (\$225)		\$30	\$500	\$255	\$305
Roanoke Community Center	150	\$200.00 ½ day rental (AM or PM) \$400.00 full day rental	\$300.00 ½ day rental (AM or PM) \$600 full day rental	\$0	\$500	\$200	\$300.00

Community Park - Pavilion	50	\$20 hr. w/ 3 hr. min (\$60)	\$30 hr. w/3 hr. min (\$90)	\$30	\$250	\$90	\$120
Community Park/Pond	500±	\$200 hr. w/ 3 hr. min (\$600)		\$120	\$1000	\$720	\$864
Ballfield without Lights		\$25 hr. (2 hr. max)	\$35 hr. (2 hr. max)			\$25	\$35
Ballfield w/ Lights		\$35 hr. (2 hr. max)	\$45 hr. (2 hr. max)			\$35	\$45
Ballfield Tournament		\$35 hr.	\$45 hr.		\$200	\$35	\$45

ARTICLE 7.000. - UTILITIES RELATED FEES

	Water and Wastewater Rates		
Minimum Charge Based on Meter Size	Water		Wastewater
3/4"	\$27.00		\$26.00 \$31.00
1" — Residential	\$39.00		\$39.00 \$47.00
1" — Commercial	\$68.00		\$65.00 \$78.00
1.5"	\$135.00		\$130.00 \$155.00
2"	\$216.00		\$208.00 \$248.00
3"	\$405.00		\$390.00 \$465.00
4"	\$675.00		\$649.00 \$774.00
6"	\$1,350.00		\$1,298.00 \$1,548.00
8"	\$2,160.00		\$2,077.00 \$2,476
10"	\$3,105.00		\$2,990.00 \$3,565
3/4" – Senior	\$24.00		\$23.00 \$27.00
1" – Senior	\$35.00		\$36.00 \$42.00
1.5" – Senior	\$130.00		\$125.00 \$147.00
2" – Senior	\$209.00		\$201.00 \$236.00
3" – Senior	\$394.00		\$380.00 \$446.00
4" – Senior	\$658.00		\$634.00 \$774.00
6" – Senior	\$1,318.00		\$1,270.00 \$1,491.00
8" – Senior	\$2,110.00		\$2,034.00 \$2,388
10" - Senior	\$3,034.00		\$2,928.00 \$3,437
Fire Hydrant	\$399.00		
Holding Tank Line	\$399.00		
	Volume Rate per 1,000 gallons		
All Customer Classes		Water	

2,001—5,000		\$3.29
5,001—10,000		\$4.69
10,001—15,000		\$6.33
15,001—25,000		\$8.55
Over 25,000 gallons		\$11.54
Residential and Multi-family		Wastewater
0—10,000		\$10.09
	(Residential wastewater capped at 10,000 gallons)	
Commercial and Industrial		Wastewater
No minimum		\$10.09 \$11.91
	Meter Deposits (Additional Deposits may be added to accounts cut-off for non-payment)	
All Residential Meters		\$90.00
Commercial 3/4"		\$150.00
1"		\$225.00
1.5"		\$500.00
2"		\$800.00
3"		\$1,700.00
4"		\$2,500.00
6"		\$5,000.00
8"		\$8,000.00
10"		\$11,500.00
12"		\$16,000.00
Fire Hydrant Meter		\$4,500.00
	Meter Fees	
3/4"		\$350.00
1"		\$480.00
1.5"		\$1,315.00
2"		\$2,985.00
3"		\$3,455.00
4"		\$5,060.00
6"		\$6,588.00
8"		\$8,912.00
10"		Market Price
12"		Market Price
	Cross Connection Fees	
3/4"		\$50.00

1"		\$75.00	
1.5"		\$150.00	
2"		\$275.00	
3"		\$575.00	
4"		\$850.00	
6"		\$1,500.00	
8"		\$2,500.00	
10"		\$3,750.00	
12"		\$5,250.00	
Impact Fees	Roanoke Water	Fort Worth Water *	Roanoke Wastewater
3/4" Single Family Residential - Simple	\$1,982.00	\$1,981.00	\$347.00
1" Single Family Residential - Simple	\$3,370.00	\$4,953.00	\$589.00
1.5" Single Family Residential - Simple	\$6,542.00	\$9,905.00	\$1,144.00
2" Single Family Residential - Simple	\$10,507.00	\$15,848.00	\$1,838.00
2" Commercial/Retail - Compound	\$10,507.00	\$15,848.00	\$1,838.00
2" Commercial/Retail - Turbine	\$13,282.00	\$15,848.00	\$2,323.00
3" Commercial/Retail/Multi Family -Compound	\$21,212.00	\$43,087.00	\$3,710.00
3" Commercial/Retail/Multi Family - Turbine	\$31,719.00	\$43,087.00	\$5,548.00
4" Commercial/Retail/Multi Family -Compound	\$33,107.00	\$74,288.00	\$5,790.00
4" Commercial/Retail/Multi-Family - Turbine	\$55,509.00	\$74,288.00	\$9,708.00
6" Industrial - Compound	\$66,016.00	\$158,480.00	\$11,546.00
6" Industrial - Turbine	\$121,525.00	\$158,480.00	\$21,254.00
8" Industrial - Compound	\$105,665.00	\$277,340.00	\$18,481.00
8" Industrial - Turbine	\$211,528.00	\$277,340.00	\$36,996.00
10" Industrial - Compound	\$303,911.00	\$416,010.00	\$53,153.00
10" Industrial - Turbine	\$330,476.00	\$416,010.00	\$57,779.00
12" Industrial - Turbine	\$436,141.00	Price Not Provided	\$76,280.00
	PRO-RATA Water Line Charges		
Walnut Street		\$12.95	
Parrish Lane		\$12.95	
Benson Lane		\$9.00	
Henrietta Creek Road		\$9.00	
	Other Utility Related Fees		

Late Utility Payment Fee		10% of outstanding balance (\$2.50 minimum)
Reconnect Fee for non-payment		\$25.00
Transfer Fee		\$25.00
Failure to return fire hydrant for reading monthly		\$550.00
Water Meter Re-read Charge (All Customers are allowed one re-read annually at no charge; a charge will be assessed for all others unless the meter has been misread.)		\$10.00
After Hours Service Fee (per trip)		\$25.00
Tampering Fee — Locked or Plugged meters (Plus Misdemeanor Charges will be filed for theft of service)		\$75.00
Curb Stop Repair		\$50.00
Negligent Damage to equipment (includes locks, meters and associated electronic equipment)		Replacement Cost
Excess bulk trash drop-off fee per vehicle		\$25.00
Excess bulk trash drop-off fee per trailer (one free per household per year)		\$50.00

ARTICLE 8.000. - PUBLIC WORKS RELATED FEES

Maintenance Worker	Hourly	\$40.00
Equipment Operator	Hourly	\$60.00
Supervisory Staff	Hourly	\$80.00
Small Lawn Equipment		\$30.00
36" Mower		\$40.00
48" Mower		\$50.00
60" Mower		\$75.00
144" Mower		\$150.00
Small Construction Equipment		\$50.00
Service Vehicle		\$100.00
1½ and 2 Ton Vehicles		\$150.00
Backhoe		\$200.00
Project Related Rentals		Actual Cost

ARTICLE 9.000. - FIRE AND PUBLIC SAFETY RELATED FEES

EMS Service Fees—Ambulance		
Resident	Basic Life Support	\$1,000.00
Non-resident	Basic Life Support	\$1,350.00

Resident	Advanced Life Support	\$1,200.00
Non-resident	Advanced Life Support	\$1,350.00
Specialty Care Transport		\$1,350.00
Mileage	Per mile	\$20.00
Oxygen	When Administered	\$125.00
Disposables	Basic Life Support	\$200.00
Disposables	Advanced Life Support	\$350.00
New Sprinkler Installation Permit Fees		
New Fire Sprinkler Plans Review Fee		\$100.00
Installation	1 to 10 sprinklers	\$100.00
Installation	11 to 20 sprinklers	\$175.00
Installation	21 to 100 sprinklers	\$250.00
Installation	More than 100	\$250.00
Installation	Plus \$50.00 for each 100 or fraction thereof in excess of 100	
If System includes Fire Pump		\$200.00
If System includes Foam		\$50.00
Each additional Floor		\$40.00
New Fire Alarm Installation Permit Fees		
New Fire Alarm Plans Review Fee		\$100.00
Installation	1 to 4 initiation devices	\$100.00
Installation	5 to 25 devices	\$175.00
Installation	More than 25 devices	\$250.00
Installation	Plus \$50.00 for each 100 or fraction thereof in excess of 25	
New Suppression Systems		
(CO 2 , Dry Chemical, FM 200, Intergen, Water Mist, etc.)		
Installation	1 to 5 nozzles	\$100.00
Installation	More than 5	\$175.00
Installation	Plus \$20.00 per nozzle in excess of 5	
Pre-fabricated hood/duct systems	Each hood	\$50.00
Permits		
*A one-time permit shall be obtained from the Bureau of Fire Prevention prior to engaging in the following activities, operations, practices or functions		
Aerosol Products		\$50.00
Automobile Wrecking Yard		\$250.00
Battery Systems (liquid)		\$50.00
Blasting Agents		\$200.00

Compressed gases			\$50.00
Dry Cleaning Plant			\$50.00
Dust-producing Operations			\$50.00
Flammable or combustible liquids			\$100.00
Fumigation or Thermal Insect Fogging			\$100.00
Hazardous Material Storage – Table UFC 105		Per unit	\$25.00
High Piled Combustible Storage			\$100.00
Liquefied Petroleum Gas Distribution			\$100.00
Motor Vehicle Fuel Station			\$50.00
Open Burning		Non-resident	\$100.00
Pyrotechnic Displays			\$100.00
Radioactive Materials			\$100.00
Spraying or Dipping Process			\$100.00
Temporary Structures, Tents and Canopies		Each	\$25.00
Tire Storage – Used Tires			\$25.00
Underground Storage Tank Removal		Per tank	\$25.00
All Inspections		Greater than 2	\$50.00
Golf Cart Registration Permit		Each	\$25.00

ARTICLE 10.000. - ANIMAL CONTROL RELATED FEES

Impoundment of Neutered Animals			
Impoundment (Daily fee plus additional per Offense as listed below)			\$10.00
1st Impoundment			\$30.00
2nd Impoundment			\$50.00
3rd Impoundment			\$75.00
4th Impoundment			\$150.00
5th Impoundment			\$150.00
Animal Removal from privately owned traps			\$30.00
Replacement Tag Fee	Per Animal		\$5.00
Microchip Implanting	Per Animal		\$25.00
Surrender Fee	Per Animal/Residents Only		\$30.00
Euthanization of Animal	Per Animal/Residents Only		\$30.00
Dead Animal Removal	Per Animal		\$30.00

Quarantine Fee	Per Animal	Per Day	\$25.00
Dangerous Dog Permit	Per Animal	Annually	\$50.00
Exotic Pet Fee, Non-Hazardous	Per Animal	Annually	\$20.00

ARTICLE 11.000. - MUNICIPAL COURT FEES

The Municipal Court Judge for the City of Roanoke has the authority to set, increase, decrease, or waive Court Fees at his/her discretion and in accordance with the Laws of the State of Texas. The Municipal Court Clerk and/or his/her designated representative shall collect these specified fees at appropriate times and under the directions of the Municipal Court Judge. All applicable States Fees and/or Court Costs shall be added as set forth by the Laws of the State of Texas.

FRANCHISES

The City of Roanoke has granted franchises to the below listed corporations. Copies of the franchises granted are on file in the City Secretary's office and may be inspected during normal business hours. The franchises are adopted herein by reference as if fully set out herein.

Franchise	Ord. No.	Date
Planned Cable System Corporation	82-105	—
Southwestern Bell Telephone Company	92-101	1/7/91
Texas Utilities Electric Company	93-105	7/6/93
Southwestern Bell Telephone Company	97-101	4/4/97
Denton County Electric Cooperative, Inc.	97-125	—
Cable Television	98-151	8/25/98
Millennium Telecom L.L.C. (Telephone)	98-156	11/10/98
Tri-County Electric Cooperative, Inc.	98-158	12/8/98
Charter Communications (Cable)	99-117	—
Tri-County Electric Cooperative, Inc.	2000-100	1/11/00
TXU Gas Distribution (TXU Gas Company)	2000-109	6/13/00
Oncor Electric Company	2002-122	11/12/02
TXU Gas Company	2002-123	11/12/02
Oncor Electric Delivery Company LLC	2013-113	8/27/13

EXHIBIT A
APPENDIX A - FEE SCHEDULE

ARTICLE 1.000. - ADMINISTRATIVE FEES

Copies	Personal documents	\$0.25
Copies	Public information request	State Fee Schedule
Fax Charge	to Send	\$1.00
Fax Charge	Per each page Sent or Received	\$0.10
Return Check Fee (NSF)		\$30.00
Credit Card Processing Fee		5% of total payment
Utility Billing Mailing List		\$30.00
Labels for Mailing		\$40.00
Maps		Cost
Library Non-resident Fee	Per person	\$25.00
Family Non-Resident maximum fee	Per Household	\$50.00
3D Printing Fees	Per Gram	\$0.10
Lost Library Card	\$1.00	
Lost Item Fee	Replacement Cost + \$5.00 reprocessing fee	
Library Non-resident Exam Fee	Per Exam	\$25.00
Community Room Rental Fees		
Deposit –for all rentals-refunded if no damage		\$50.00
Roanoke Residents:		
Half-day rental		\$25.00
Full-day rental		\$50.00
Non-Residents:		
Half-day rental		\$30.00
Full-day rental		\$60.00

Printed Ordinances	
Sewer Use Ordinance	\$7.00
Standard Construction Specifications	\$27.50
Subdivision Ordinance	\$27.50
Zoning Ordinance	\$30.00
Subdivision & Zoning	\$55.00
Combined Book (Zoning, Subdivision, Const. Specs)	\$85.00

ARTICLE 2.000. - RECREATION MEMBERSHIPS AND RELATED FEES

Community Swimming Pool Fees		
Resident	42" and under	Free
Resident	Over 42"	\$2.00
Non-Resident	42" and under	Free
Non-Resident	Over 42"	\$8.00
Daycare (all people)		\$5.00
Guest of Resident (resident must be present)		\$5.00
Resident Individual Season		\$30.00
Resident Family Season		\$100.00
Non-Resident Individual Season		\$60.00
Non-Resident Family Season		\$200.00
Pool Entrance Fees with annual Recreation Center membership:		
Resident Individual Season		\$25.00
Resident Family Season		\$75.00
Non-Resident Individual Season		\$50.00
Non-Resident Family Season		\$150.00
Swim Lessons:		
Resident		\$65.00
Non-Resident		\$80.00
Baseball and Softball Fields		
Field; Resident/Non-Resident	Per hour	\$25.00/\$35.00
Field and Lights; Resident/Non-Resident	Per hour	\$35.00/\$45.00
Recreation Center		
Resident		
Single	Annually	\$324.00
Single	Monthly	\$30.00
Household	Annually	\$378.00
Household	Monthly	\$35.00
Senior—65 or older		Free
Active Military/Veteran	Annually	\$216.00
Active Military/Veteran	Monthly	\$20.00
Active Military/Veteran Family	Annually	\$270.00
Active Military/Veteran Family	Monthly	\$25.00

Full-Time City Employee/Family			Free
Part-Time City Employee/Family		Annually	\$216.00
City Board Members and Family			Free
Court Rental Fee		Hourly	\$50
		Deposit	\$250
Classroom Rental Fee	One room	Hourly	\$50
	Half room	Hourly	\$25
		Deposit	\$250
Game Room Rental Fee		Hourly	\$50
		Deposit	\$250
Gymnasium Rental Fee		Hourly	\$50
		Deposit	\$250
Entire Building Rental Fee		Hourly	\$500
		Deposit	\$1,000
Business			
Single		Annually	\$432.00
Single		Monthly	\$40.00
Household		Annually	\$507.00
Household		Monthly	\$47.00
Senior—65 or older/Active Military/Veteran		Annually	\$324.00
Senior—65 or older/Active Military/Veteran		Monthly	\$30.00
Senior/Active Military/Veteran Family		Annually	\$378.00
Senior/Active Military/Veteran Family		Monthly	\$35.00
Non-Resident			
Single		Annually	\$540.00
Single		Monthly	\$50.00
Household		Annually	\$648.00
Household		Monthly	\$60.00
Senior—65 or older/Active Military/Veteran		Annually	\$432.00
Senior—65 or older/Active Military/Veteran		Monthly	\$40.00
Senior/Active Military/Veteran Family		Annually	\$486.00
Senior/Active Military/Veteran Family		Monthly	\$45.00
Aerobic Classes	Free with Paid Membership		Free
Childcare	Maximum 2 hours	Hourly	\$1.00
Court Rental Fee	(One court only)	Hourly	\$100

		Deposit	\$250
Classroom Rental Fee	One room	Hourly	\$60.00
	Half room	Hourly	\$35
		Deposit	\$250
Game Room Rental Fee		Hourly	\$60
		Deposit	\$250
Gymnasium Rental Fee		Hourly	\$100
		Deposit	\$250
Entire Building Rental Fee		Hourly	\$750
		Deposit	\$1,000
Daily Admission Fee for Building		Daily	\$10.00
Class Fees			
\$2.00 discount per class for residents			
League Fees - Residential Youth Leagues -\$90, Non-Residential Youth Leagues- \$120			
Adult league fees are assessed based on the market cost to the City for providing the service. Please contact the Parks and Recreation Department for further information.			

Party Fees		
Birthday Party – Sports Party		\$175 for 10 children, \$10 per additional child
Birthday Party – Game Room Party		\$100 for 10 children, \$7 per additional child
Host-Your-Own-Party, ½ Room (25 person max attendance)	Resident, Hourly	\$25
	Non-Resident, Hourly	\$35
	Deposit	\$250
Host-Your-Own-Party, Full Room (40 person max attendance)	Resident, Hourly	\$50
	Non-Resident, Hourly	\$60
	Deposit	\$250

ARTICLE 3.000. - BUSINESS RELATED FEES

Initial and Annual Business Registration Fee		\$25.00
Commercial Certificate of Occupancy Application		\$100.00
Alcohol Permit Fees	Permit fees shall be ½ of the state permit fee	Annually
Sexually Oriented Business		Annual \$500.00

Agent (each)			\$50.00
Carnival Buildings			\$200.00
Food and Health Service Permits and Fees:			
Permanent Food Establishment Permit		Annual	\$400.00
Mobile Food Vendor	Hot and Cold truck	Annual	\$200.00
Seasonal Vendor	Farmers Market	Annual	\$200.00
Temporary Event	Hot and Cold	Per Event	\$100.00
Health Complaint Investigation	For failing scores, non-compliance, or complaint investigation	Per re-inspection	\$150.00
Health Plan Review	New Business		\$150.00
Health Final and CO Inspection	New Business		\$150.00
Public Swimming Pool	Per Body of Water	Annual	\$200.00
Re-inspections	For follow up inspections, failing scores or non-compliance, no fee for first re-inspection	Per re-inspection	\$150.00
Vendor Temporary Permit:			\$100.00
Land Owner	If on land owner property need plot plan		\$25.00
Portable Sign Permit	New business/owner	30 days	\$25.00
Banner Sign Permit	New business/owner	30 days	\$25.00
Tent Permit		30 days	\$30.00
Solicitors Permit fee for firm, corporation or organization (Single person)		Annual	\$35.00
Solicitors Permit for each additional employee or volunteer		Annual	\$15.00

ARTICLE 4.000. - BUILDING AND CONSTRUCTION FEES

Commercial Building Permit Fees	Valuation
\$50.00 minimum fee	\$1.00 to \$500.00
\$50.00 for the first \$500 plus \$6.60 for each additional \$100.00, or fraction thereof, to and including \$2,000.00	\$501.00 to \$2,000.00
\$150.00 for the first \$2,000 plus \$30.00 for each additional \$1,000.00, or fraction thereof, to and including \$25,000.00	\$2,001.00 to \$25,000.00
\$840.00 for the first \$25,000 plus \$21.60 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00	\$25,001.00 to \$50,000.00
\$1,380.00 for the first \$50,000 plus \$15.00 for each additional \$1,000.00, or fraction thereof, to and including \$100,000.00	\$50,001.00 to \$100,000.00
\$2,130.00 for the first \$100,000 plus \$12.00 for each additional \$1,000.00, or fraction thereof, to and including \$500,000.00	\$100,001.00 to \$500,000.00
\$6,930.00 for the first \$500,000 plus \$10.20 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00	\$500,001.00 to \$1,000,000.00

\$12,030.00 for the first \$1,000,000 plus \$6.60 for each additional \$1,000.00, or fraction thereof		\$1,000,001.00 and up
Permit Re-Inspection Fee	Per instance	\$100.00
Special Use Permits	Per application	\$200.00
Certificate of Occupancy		\$100.00
Change in Occupancy		\$100.00
Temporary Certificate of Occupancy	Per 30 Days	\$250.00
Electrical, Plumbing, or Mechanical Permit		\$75.00

Building Permit Fees for Residential Dwellings

Combination permit fees (building, electrical, plumbing, and mechanical). The general contractor shall obtain a combination permit for all construction requiring inspection by more than one trade inspector. Subcontractors are not required to obtain separate permits when serving as the registered subcontractor for a combination permit. Each subcontractor working under a general contractor's combination permit shall notify the inspections department and submit all required information prior to any inspection.

	New Construction	Additions	Alterations
<u>R3 Residential Dwellings</u> (Detached one and two family dwellings, townhomes not more than 3-stories in height with a separate means of egress)	\$.80 / Square Foot Total Area Under Roof	\$ 1.10 / Square Foot Total Area of Addition	\$ 1.10 / Square Foot of Alteration Area
<u>R2 Residential Dwellings</u> (Apartments, condominiums, three and four family dwellings, etc.)	\$.60 / Square Foot Total Area Under Roof	\$ 1.10 / Square Foot Total Area of Addition	\$ 1.10 / Square Foot of Alteration Area
<u>Simple Alteration Permits</u> Projects in which square footage does not apply as determined by the Building Official. (Window replacement, foundation repair)	Flat fee \$150.00		

Residential Plan Review 45% of residential building fee in addition to building permit fee

Accessory Buildings		
Residential—Temporary	Less than 120 sq. ft.	\$15.00
Residential—Permanent	Greater than 120 sq. ft.	\$100.00
Fence Permits		
Wood, chain link, metal vinyl	Per lot or tract	\$15.00
Over 6'	Per lot or tract	\$50.00
Masonry, Wrought Iron	Per lot or tract	\$50.00
Masonry screening wall-Commercial		Valuation
Retaining walls - Commercial		Valuation
Fence repair/replacement—Natural disaster or fire		No fee

Other Permits		
Residential Swimming Pool Permit		\$300.00
Residential Hot Tubs, or Fountains		\$200.00
Residential Solar Panels		\$50.00
Patio Cover, Arbor, Pergola		\$50.00
Residential Reroofing		\$50.00
Driveway/Flatwork	Residential/private property	\$15.00
Mobile Home Permit	Per Lot	\$200.00
Demolition Permit		\$100.00
Commercial Signs		Valuation
Residential Irrigation Permit		\$50.00
Commercial Irrigation Fees	Underground vault	\$75.00
Commercial Irrigation Fees	1—250 sprinkler heads	\$30.00
Commercial Irrigation Fees	251—1,000 sprinkler heads	\$65.00
Trench Excavation Permit Fees	250 Linear feet or less	\$50.00 + .05 per line
Trench Excavation Permit Fees	215 to 1,000 Linear feet	\$100.00 + .05 per line
Trench Excavation Permit Fees	1,001 Linear feet or longer	\$250.00 + .05 per line
Plan Review Fee	2% of Public Improvement Value	
Design Review and Inspection Fee	6% of Public Improvement Value plus \$250.00 re-review fee (after the first two submittals)	
Rental Property Registration Fee	One-Family and Two-Family –Annual Application	\$50.00

ARTICLE 5.000. - DEVELOPMENT & ZONING RELATED FEES

Variance Request	Per request	\$200.00
Special Exception Application	Per request	\$200.00
Site Plan Application Fee		\$400.00
Grading Excavation and Fill Permit		\$75.00
Revised Grading Plan	Per platted development	\$100.00
Change to approved plans	Min. 1 hr.	\$100.00
Preliminary Plat		\$300.00 +\$10.00 per acre
Final Plat		\$300.00 +\$10.00 per acre
Re-platting		\$250.00
Amending/Minor Plat		\$250.00
Planned Development Zoning		\$300.00
Zoning Change		\$250.00 + \$10.00 per acre
Zoning Board Appeal		\$100.00

Parkland Dedication Requirements		Ch. 9, Sec. 9.201(d)(1)
Tree Removal Permit	Per protected tree – Not to exceed \$2,000.00 per application	\$100.00

ARTICLE 6.000. – SPECIAL EVENT AND FACILITY RENTAL FEES

Special Events - Event Permit Fees and Deposit Fees (Applicable to private, commercial, educational and non-profit entities)				
Special Events – Individual Permits (if applicable)				
Vendor Fee – City Event Food / Beverage Vendor		\$300.00		Tent, table, chairs included Includes Health Inspection
Food Vendor – Health Inspection		\$100.00		See Article 3.000 Business Related Fees
Street Closing Fee— (City delivers and retrieves barricades)		\$100.00 for first block, \$50.00 per block thereafter		Required if event will hinder, block or obstruct traffic flow, sidewalks, intersections or alleys.
Police Traffic Detail & Escort		\$60.00hr. per officer w/ 3 hour minimum		Required if event needs police to direct traffic, lead/escort attendees.
Emergency Medical Personnel (EMS)		\$50.00 hr. per EMS w/ 3 hour minimum		100 – 3000 ppl = 3 EMS, 1 cart 3000+ ppl = 7 EMS, 1 cart

Application for Filming within City			\$25.00				
	Special Events – Facility Rental Fees						
Facility	Max Attendance	Hourly Residents Rate	Hourly Non-Residents Rate	Special permit fee	Deposit	Minimum Resident Fees	Minimum Non-Resident Fees
Austin Street Plaza (Noon-4PM)	250	\$50 hr. w/ 3 hr. min (\$150)	\$100 hr. w/ 3 hr. min (\$300)	\$60	\$500	\$210	\$360
Austin Street Plaza (5PM-9PM)	250	\$50 hr. w/ 3 hr. min (\$150)	\$100 hr. w/ 3 hr. min (\$300)	\$60	\$500	\$210	\$360
Fairplay Park - Pool	150	\$300 hr. w/ 2 hr. min (\$600)	\$500 hr. w/ 2hr. min (\$1,000)		\$500		
Library Conference - Small	10+	\$10 hr. w/ no min		\$0	\$250	\$10	\$12
Library Conference - Large	100	\$75 hr. w/ 3 hr. min (\$225)		\$30	\$500	\$255	\$305
Roanoke Community Center	150	\$200.00 ½ day rental (AM or PM) \$400.00 full day rental	\$300.00 ½ day rental (AM or PM) \$600 full day rental		\$500		

ARTICLE 7.000. - UTILITIES RELATED FEES

	Water and Wastewater Rates		
Minimum Charge Based on Meter Size	Water		Wastewater
3/4"	\$27.00		\$31.00
1" — Residential	\$39.00		\$47.00
1" — Commercial	\$68.00		\$78.00
1.5"	\$135.00		\$155.00
2"	\$216.00		\$248.00
3"	\$405.00		\$465.00
4"	\$675.00		\$774.00
6"	\$1,350.00		\$1,548.00
8"	\$2,160.00		\$2,476
10"	\$3,105.00		\$3,565
3/4" – Senior	\$24.00		\$27.00
1" – Senior	\$35.00		\$42.00
1.5" – Senior	\$130.00		\$147.00
2" – Senior	\$209.00		\$236.00
3" – Senior	\$394.00		\$446.00
4" – Senior	\$658.00		\$774.00
6" – Senior	\$1,318.00		\$1,491.00
8" – Senior	\$2,110.00		\$2,388
10" - Senior	\$3,034.00		\$3,437
Fire Hydrant	\$399.00		
Holding Tank Line	\$399.00		
	Volume Rate per 1,000 gallons		
All Customer Classes		Water	

2,001—5,000		\$3.29
5,001—10,000		\$4.69
10,001—15,000		\$6.33
15,001—25,000		\$8.55
Over 25,000 gallons		\$11.54
Residential and Multi-family		Wastewater
0—10,000		\$10.09
	(Residential wastewater capped at 10,000 gallons)	
Commercial and Industrial		Wastewater
No minimum		\$11.91
	Meter Deposits (Additional Deposits may be added to accounts cut-off for non-payment)	
All Residential Meters		\$90.00
Commercial 3/4"		\$150.00
1"		\$225.00
1.5"		\$500.00
2"		\$800.00
3"		\$1,700.00
4"		\$2,500.00
6"		\$5,000.00
8"		\$8,000.00
10"		\$11,500.00
12"		\$16,000.00
Fire Hydrant Meter		\$4,500.00
	Meter Fees	
3/4"		\$350.00
1"		\$480.00
1.5"		\$1,315.00
2"		\$2,985.00
3"		\$3,455.00
4"		\$5,060.00
6"		\$6,588.00
8"		\$8,912.00
10"		Market Price
12"		Market Price
	Cross Connection Fees	
3/4"		\$50.00

1"		\$75.00	
1.5"		\$150.00	
2"		\$275.00	
3"		\$575.00	
4"		\$850.00	
6"		\$1,500.00	
8"		\$2,500.00	
10"		\$3,750.00	
12"		\$5,250.00	
Impact Fees	Roanoke Water	Fort Worth Water *	Roanoke Wastewater
3/4" Single Family Residential - Simple	\$1,982.00	\$1,981.00	\$347.00
1" Single Family Residential - Simple	\$3,370.00	\$4,953.00	\$589.00
1.5" Single Family Residential - Simple	\$6,542.00	\$9,905.00	\$1,144.00
2" Single Family Residential - Simple	\$10,507.00	\$15,848.00	\$1,838.00
2" Commercial/Retail - Compound	\$10,507.00	\$15,848.00	\$1,838.00
2" Commercial/Retail - Turbine	\$13,282.00	\$15,848.00	\$2,323.00
3" Commercial/Retail/Multi Family -Compound	\$21,212.00	\$43,087.00	\$3,710.00
3" Commercial/Retail/Multi Family - Turbine	\$31,719.00	\$43,087.00	\$5,548.00
4" Commercial/Retail/Multi Family -Compound	\$33,107.00	\$74,288.00	\$5,790.00
4" Commercial/Retail/Multi-Family - Turbine	\$55,509.00	\$74,288.00	\$9,708.00
6" Industrial - Compound	\$66,016.00	\$158,480.00	\$11,546.00
6" Industrial - Turbine	\$121,525.00	\$158,480.00	\$21,254.00
8" Industrial - Compound	\$105,665.00	\$277,340.00	\$18,481.00
8" Industrial - Turbine	\$211,528.00	\$277,340.00	\$36,996.00
10" Industrial - Compound	\$303,911.00	\$416,010.00	\$53,153.00
10" Industrial - Turbine	\$330,476.00	\$416,010.00	\$57,779.00
12" Industrial - Turbine	\$436,141.00	Price Not Provided	\$76,280.00
	PRO-RATA Water Line Charges		
Walnut Street		\$12.95	
Parrish Lane		\$12.95	
Benson Lane		\$9.00	
Henrietta Creek Road		\$9.00	
	Other Utility Related Fees		

Late Utility Payment Fee		10% of outstanding balance (\$2.50 minimum)
Reconnect Fee for non-payment		\$25.00
Transfer Fee		\$25.00
Failure to return fire hydrant for reading monthly		\$550.00
Water Meter Re-read Charge (All Customers are allowed one re-read annually at no charge; a charge will be assessed for all others unless the meter has been misread.)		\$10.00
After Hours Service Fee (per trip)		\$25.00
Tampering Fee — Locked or Plugged meters (Plus Misdemeanor Charges will be filed for theft of service)		\$75.00
Curb Stop Repair		\$50.00
Negligent Damage to equipment (includes locks, meters and associated electronic equipment)		Replacement Cost
Excess bulk trash drop-off fee per vehicle		\$25.00
Excess bulk trash drop-off fee per trailer (one free per household per year)		\$50.00

ARTICLE 8.000. - PUBLIC WORKS RELATED FEES

Maintenance Worker	Hourly	\$40.00
Equipment Operator	Hourly	\$60.00
Supervisory Staff	Hourly	\$80.00
Small Lawn Equipment		\$30.00
36" Mower		\$40.00
48" Mower		\$50.00
60" Mower		\$75.00
144" Mower		\$150.00
Small Construction Equipment		\$50.00
Service Vehicle		\$100.00
1½ and 2 Ton Vehicles		\$150.00
Backhoe		\$200.00
Project Related Rentals		Actual Cost

ARTICLE 9.000. - FIRE AND PUBLIC SAFETY RELATED FEES

EMS Service Fees—Ambulance		
Resident	Basic Life Support	\$1,000.00
Non-resident	Basic Life Support	\$1,350.00

Resident	Advanced Life Support	\$1,200.00
Non-resident	Advanced Life Support	\$1,350.00
Specialty Care Transport		\$1,350.00
Mileage	Per mile	\$20.00
Oxygen	When Administered	\$125.00
Disposables	Basic Life Support	\$200.00
Disposables	Advanced Life Support	\$350.00
New Sprinkler Installation Permit Fees		
New Fire Sprinkler Plans Review Fee		\$100.00
Installation	1 to 10 sprinklers	\$100.00
Installation	11 to 20 sprinklers	\$175.00
Installation	21 to 100 sprinklers	\$250.00
Installation	More than 100	\$250.00
Installation	Plus \$50.00 for each 100 or fraction thereof in excess of 100	
If System includes Fire Pump		\$200.00
If System includes Foam		\$50.00
Each additional Floor		\$40.00
New Fire Alarm Installation Permit Fees		
New Fire Alarm Plans Review Fee		\$100.00
Installation	1 to 4 initiation devices	\$100.00
Installation	5 to 25 devices	\$175.00
Installation	More than 25 devices	\$250.00
Installation	Plus \$50.00 for each 100 or fraction thereof in excess of 25	
New Suppression Systems		
(CO 2 , Dry Chemical, FM 200, Intergen, Water Mist, etc.)		
Installation	1 to 5 nozzles	\$100.00
Installation	More than 5	\$175.00
Installation	Plus \$20.00 per nozzle in excess of 5	
Pre-fabricated hood/duct systems	Each hood	\$50.00
Permits		
*A one-time permit shall be obtained from the Bureau of Fire Prevention prior to engaging in the following activities, operations, practices or functions		
Aerosol Products		\$50.00
Automobile Wrecking Yard		\$250.00
Battery Systems (liquid)		\$50.00
Blasting Agents		\$200.00

Compressed gases			\$50.00
Dry Cleaning Plant			\$50.00
Dust-producing Operations			\$50.00
Flammable or combustible liquids			\$100.00
Fumigation or Thermal Insect Fogging			\$100.00
Hazardous Material Storage – Table UFC 105		Per unit	\$25.00
High Piled Combustible Storage			\$100.00
Liquefied Petroleum Gas Distribution			\$100.00
Motor Vehicle Fuel Station			\$50.00
Open Burning		Non-resident	\$100.00
Pyrotechnic Displays			\$100.00
Radioactive Materials			\$100.00
Spraying or Dipping Process			\$100.00
Temporary Structures, Tents and Canopies		Each	\$25.00
Tire Storage – Used Tires			\$25.00
Underground Storage Tank Removal		Per tank	\$25.00
All Inspections		Greater than 2	\$50.00
Golf Cart Registration Permit		Each	\$25.00

ARTICLE 10.000. - ANIMAL CONTROL RELATED FEES

Impoundment of Neutered Animals			
Impoundment (Daily fee plus additional per Offense as listed below)			\$10.00
1st Impoundment			\$30.00
2nd Impoundment			\$50.00
3rd Impoundment			\$75.00
4th Impoundment			\$150.00
5th Impoundment			\$150.00
Animal Removal from privately owned traps			\$30.00
Replacement Tag Fee	Per Animal		\$5.00
Microchip Implanting	Per Animal		\$25.00
Surrender Fee	Per Animal/Residents Only		\$30.00
Euthanization of Animal	Per Animal/Residents Only		\$30.00
Dead Animal Removal	Per Animal		\$30.00

Quarantine Fee	Per Animal	Per Day	\$25.00
Dangerous Dog Permit	Per Animal	Annually	\$50.00
Exotic Pet Fee, Non-Hazardous	Per Animal	Annually	\$20.00

ARTICLE 11.000. - MUNICIPAL COURT FEES

The Municipal Court Judge for the City of Roanoke has the authority to set, increase, decrease, or waive Court Fees at his/her discretion and in accordance with the Laws of the State of Texas. The Municipal Court Clerk and/or his/her designated representative shall collect these specified fees at appropriate times and under the directions of the Municipal Court Judge. All applicable States Fees and/or Court Costs shall be added as set forth by the Laws of the State of Texas.

FRANCHISES

The City of Roanoke has granted franchises to the below listed corporations. Copies of the franchises granted are on file in the City Secretary's office and may be inspected during normal business hours. The franchises are adopted herein by reference as if fully set out herein.

Franchise	Ord. No.	Date
Planned Cable System Corporation	82-105	—
Southwestern Bell Telephone Company	92-101	1/7/91
Texas Utilities Electric Company	93-105	7/6/93
Southwestern Bell Telephone Company	97-101	4/4/97
Denton County Electric Cooperative, Inc.	97-125	—
Cable Television	98-151	8/25/98
Millennium Telecom L.L.C. (Telephone)	98-156	11/10/98
Tri-County Electric Cooperative, Inc.	98-158	12/8/98
Charter Communications (Cable)	99-117	—
Tri-County Electric Cooperative, Inc.	2000-100	1/11/00
TXU Gas Distribution (TXU Gas Company)	2000-109	6/13/00
Oncor Electric Company	2002-122	11/12/02
TXU Gas Company	2002-123	11/12/02
Oncor Electric Delivery Company LLC	2013-113	8/27/13



AGENDA ITEM

TO: Mayor and City Council

SUBJECT: CCPD Board Appointments - 2025

MEETING DATE: September 23, 2025

DEPARTMENT: City Secretary

ITEM SUMMARY:

Consideration and action to appoint three (3) members to the Crime Control and Prevention District board for a term ending September 2027.

INFORMATION:

LOCAL GOVERNMENT CODE TITLE 11. PUBLIC SAFETY SUBTITLE C.
CHAPTER 363. CRIME CONTROL AND PREVENTION DISTRICTS
SUBCHAPTER C. DISTRICT ADMINISTRATION

Sec. 363.101. BOARD OF DIRECTORS. (a) A district is governed by a board of seven directors appointed in the same manner as provided for the selection of temporary directors under Section [363.052\(a\)](#).

sec. 363.052. TEMPORARY BOARD. (a) Not later than the 60th day after the date a district is proposed to be created by a governing body, the governing body shall appoint seven persons that reside in the proposed district to serve as temporary directors of the district.

(b) Not later than the 75th day after the date the district is proposed, the temporary board shall organize. The directors of the temporary board shall elect one of the directors as presiding officer of the board not later than the 15th day after the date of the appointments under Subsection (a).

(c) A temporary director who is not serving as presiding officer may designate another person to serve in the director's place.



AGENDA ITEM

(d) The governing body shall fill a vacancy in the office of a temporary director in the same manner that it originally filled the vacant position.

STAFF RECOMMENDATION:

SPECIAL CONSIDERATION:

Sec. 363.102. FILING OF OFFICER'S BOND. (a) Before assuming the duties of the office, each director or officer, including a person designated under Section [363.101\(c\)](#), must execute a bond for \$5,000 payable to the district, conditioned on the faithful performance of the person's duties as director or officer.

The three (3) expiring members are currently bonded through 2026.

- Victor Molaschi (Ward 1)
- Angie Grimm (Ward 1)
- John Thompson (Ward 3)

FINANCIAL CONSIDERATION:

ATTACHMENTS:

None



AGENDA ITEM

TO: Mayor and City Council

SUBJECT: 2025 - AHTC Appointment

MEETING DATE: September 23, 2025

DEPARTMENT: City Secretary

ITEM SUMMARY:

Consideration and action to appoint two (2) members to the Art and History Trail Committee for a term ending August 2028.

INFORMATION:

STAFF RECOMMENDATION:

SPECIAL CONSIDERATION:

FINANCIAL CONSIDERATION:

ATTACHMENTS:

1. 2025 - AHTC Application - Elizabeth Ellenbecker
2. 2025 - AHTC Application - Melissa Diorio



Art & History Trail Committee

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 *

6:30 PM
Third (3rd) Wednesday of each month
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 *

Elizabeth Ellenbecker

Address *

Home/Cell Phone *

Email Address *

Eligibility

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

12 years

Are You Registered to Vote in Roanoke? *

☒ Yes

☐ No

Voter Registration (VUID) Number *

You can obtain your VUID from the [Denton County Elections Administration](#) website.

Occupation *

Home Maker

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

Original board member with expiring term. Background in art, photography, project development, and working with the local community.

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

Have worked with the Roanoke Arts and History Trail Committee for 3 years as well as worked on a subcommittee for the Fort Worth Public Arts for Alliance Park. Have contact with variety of artists and ways to connect with the arts community.

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

Girl Scout Leader for 5 years, regular volunteer at Fellowship United Methodist Church including Board Member for 3 years, PTA member and Reflections Chair at Cox Elementary.

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

☒ Yes

☐ No

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Google Forms



Art & History Trail Committee

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 *

6:30 PM
Third (3rd) Wednesday of each month
Roanoke City Hall
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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? *

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Section 8.01 - Authority, composition and procedures.**

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- ☒ Yes
- ☐ No

Applicant First & Last Name *

Melissa Diorio

Address *

Home/Cell Phone *

Email Address *

Eligibility

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

11 years

Are You Registered to Vote in Roanoke? *

☒ Yes

☐ No

Voter Registration (VUID) Number *

You can obtain your VUID from the [Denton County Elections Administration](#) website.

Occupation *

Marketing

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

Brand management and public affairs for Fortune 1 company

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

2 years experience on current committee

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

Children's sports leagues

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

☒ Yes

☐ No

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