

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

**OCTOBER 28, 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. PRESENTATION

1. Mayor Gierisch will swear in Firefighter / EMT Logan Smith, Firefighter / Paramedic Kyle Havens, and Firefighter / EMT Jonathan Ortiz as new firefighters of Roanoke Fire Department.

E. PROCLAMATION

1. Mayor Gierisch will read a proclamation declaring the Month of November as Alzheimer's Awareness Month.

F. CONSENT AGENDA



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

**October 28, 2025
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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 October 14, 2025.
2. Consider approval of an Assignment of Parking Lot Lease Agreement between the City of Roanoke, First Baptist Church—Roanoke, and Crown and Cross Church for property located in Block 11, Lots 20 and 21, O.T. Roanoke. The property is generally located at the southwest corner of Rusk Street and Pine Street.
3. Consider approval of a contract between the City of Roanoke and Tarrant County ESD No. 1 for Fire and EMS services.
4. Consider approval of an Interlocal Agreement between the City of Roanoke and Denton County for Fire and EMS services in unincorporated areas.
5. Consider approval on adoption of an Investment Policy for the City of Roanoke, Texas.

G. NEW BUSINESS

1. Consideration and action ratifying Ordinance No. 2025-119, amending Appendix A - Fee Schedule of the City of Roanoke Code of Ordinances.
2. Consideration and action on a Site Plan (SP-2025-01) request from Curtis Young with Sage Group, Inc., for 2 buildings, a multi-tenant building and restaurant and bar to be located on an approximate 1.041 acre parcel, being a part of the Reno Red Addition, Block A Lot 1, City of Roanoke Denton County, Texas; generally located on the east of N Hwy 377 and on the west side of N Oak, south of Lamar Street.
3. Consideration and action on a Site Plan (SP-2025-08) request from the City of Roanoke for a new parking garage to be located on an approximate 0.902 acre parcel, being a part of OT Roanoke, Block 5 Lot 15R, City of Roanoke Denton County, Texas; generally located on the east of N Hwy 377 and between Main Street and Bowie Street.

H. EXECUTIVE SESSION



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

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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:

Sections 551.071 and 551.087

To receive legal advice from City Attorney and discuss or deliberate regarding commercial or financial information that the City of Roanoke has received from a business prospect and to deliberate the offer of a financial or other incentive to the business prospect, regarding:
- Hotel Master Development Agreement and Qualified Management Agreement

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:

Sections 551.071 and 551.087

To receive legal advice from City Attorney and discuss or deliberate regarding commercial or financial information that the City of Roanoke has received from a business prospect and to deliberate the offer of a financial or other incentive to the business prospect, regarding:
- Hotel Master Development Agreement and Qualified Management Agreement

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.

I. ADJOURNMENT

CERTIFICATION

I certify that the above notice was posted at City Hall, 500 South Oak Street, Roanoke, Texas, on Tuesday, October 21, 2025, by 5:00 pm, in accordance with Chapter 551, Texas Government Code.

April S. Hill, City Secretary

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



**AGENDA FOR THE MEETING
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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: Honorable Mayor and Council

SUBJECT: Swearing in of three new firefighters

MEETING DATE: October 28, 2025

DEPARTMENT: Fire

ITEM SUMMARY:

INFORMATION:

Logan Smith was hired previously to replace Jason Brown. Kyle Havens was hired to fill the vacancy since the resignation of Ethan Powell, and Jonathan Ortiz was hired to fill the void left by the passing of Captain Michael Reedy.

STAFF RECOMMENDATION:

Staff recommends approval.

SPECIAL CONSIDERATION:

FINANCIAL CONSIDERATION:

ATTACHMENTS:

None



CITY COUNCIL AGENDA ITEM

TO: Mayor and City Council

SUBJECT: 10/14/2025 - CC Minutes

MEETING DATE: October 28, 2025

DEPARTMENT: City Secretary

ITEM SUMMARY:

Consider approval of the minutes from the regular City Council meeting held on October 14, 2025.

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

1. CCMin 10-14-2025

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
OCTOBER 14, 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, and Bryan Moyers; City Manager Cody Petree, City Secretary April S. Hill, and City Attorney Jeff Moore.

DEPT. STAFF: Assistant City Manager Jeriahme Miller, Chief of Police Jeff Williams, Fire Chief Chris Addington, Parks and Recreation Director Ray McDonald, Public Works Director Shawn Wilkinson, Library Director Kelly Holt, Economic Development Manager Siale Langi, Events Manager Michael Davenport, Development Services J.R. Hames, Public Engagement Manager Sandra Pettigrew, and Executive Assistant Babette Welch.

ABSENT: Councilmember David Brundage.

A. CALL CITY COUNCIL TO ORDER

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

B. ANNOUNCEMENTS

Mayor Gierisch thanked city staff for the best Celebrate Roanoke Event, held to date.

Mayor Gierisch announced the "Push In" ceremony at the Roanoke Fire Department was held on October 11th.

Mayor Gierisch announced the old church was finally moved to its temporary location. Mayor Gierisch expressed his sincerest gratitude to staff for all of their dedication and hard work to make this happen.

Chief of Police Jeff Williams announced the grand opening of the New Police/Municipal Court building will be held on November 6th.

C. PUBLIC INPUT



MINUTES FOR THE REGULAR MEETING
OF THE ROANOKE CITY COUNCIL

October 14, 2025
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No one wished to speak.

D. PRESENTATION

1. Mayor Gierisch swore in Officer Kevin Buchanan to his new position of Corporal.

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 September 23, 2025.
2. Consider approval of an Interlocal Cooperation Agreement between the City of Roanoke and Denton County, Texas, for Library Services.
3. Consider approval of a contract between the City of Roanoke and AXON for the purchase of Taser 10 devices for the Roanoke Police Department.
4. Consider approval of an Interlocal Agreement between the City of Roanoke and Denton County for the use of the Denton County Radio Communication System.
5. Consider approval of an agreement between the City of Roanoke and Metroport Meals on Wheels, Inc. for Community Services.
6. Consider approval to award bid for the annual contract for Oak Street Christmas Lighting and City-owned building lighting to Illuminart Inc in the amount of \$134,147.

Motion made by Holly Gray second by Bryan Moyers to approve Consent Agenda Items 1 through 6.

Motion carried unanimously.

F. NEW BUSINESS

1. Motion made by Holly Gray second by Bryan Moyers to approve Ordinance No. 2025-120, approving the 2024 edition of the International Fire Code and local amendments thereto.

Motion carried unanimously.



**MINUTES FOR THE REGULAR MEETING
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2. Motion made by Holly Gray second by Hogan Page to adopt the Ordinance (No. 2025-121) authorizing the issuance and sale of City of Roanoke Certificates of Obligation, Series 2025 and approving all matters incident thereto.

Motion carried unanimously.

3. Motion made by Holly Gray second by Hogan Page to approve Resolution No. 2025-116R, expressing official intent to reimburse costs of projects.

Motion carried unanimously.

4. 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)

Public hearing started at 7:19 p.m.

No one wished to speak.

Public hearing ended at 7:19 p.m.

5. Motion made by Holly Gray second by David Thompson to deny 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)

Motion carried unanimously.

6. Motion made by Bryan Moyers second by David Thompson to approve a Site Plan (SP-2025-06) request from Hunter Harrison for a retail, restaurant, and medical commercial development to be located on an approximate 1.276 acres of land, being a part of the PPR Roanoke Addition, City of Roanoke Texas, Denton County Texas. The property is generally located along Highway 377 between Bobcat Boulevard and Marshall Creek Road.

Motion carried unanimously.



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

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7. Motion made by Holly Gray second by Bryan Moyers to approve a Site Plan (SP-2025-07) request from Misty Holloway for a new parking lot to be located on an approximate 128.3 acres of land, being a part of the Alliance Gateway-Food Lion Addition, City of Roanoke Texas, Denton County Texas. The property is generally located at 743 Henrietta Creek Road.

Motion carried unanimously.

8. Motion made by Holly Gray second by Bryan Moyers to approve a façade grant application for Texas BAH, LLC located 101 Travis Street, Roanoke, TX 76262.

Motion carried unanimously.

9. Motion made by Holly Gray second by Bryan Moyers to approve a façade grant application from The 206 located at 206 North Oak Street, Roanoke, TX 76262.

Motion carried unanimously.

10. Motion made by Holly Gray second by David Thompson to appoint Brian Darby, Joshua Brinegar, and Michelle Davidson to the Parks and Recreation Board for a term ending October 2027.

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 CONVENED INTO CLOSED SESSION AT 7:34 P.M.

Section 551.087

To deliberate commercial or financial information the City has received from a business prospect, and to deliberate the offer of a financial or other incentive to a business prospect — US LBM Holdings LLC

RECONVENE INTO REGULAR SESSION

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

CITY COUNCIL RECONVENED INTO REGULAR SESSION AT 7:47 P.M.

1. **Section 551.087 and 551.072 of the TEXAS GOVERNMENT CODE** To deliberate commercial or financial information the City has received from a business prospect, and to deliberate the offer of a financial or other incentive to a business prospect — US LBM Holdings LLC.

Motion made by Holly Gray second by David Thompson to approve a Chapter 380



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

**October 14, 2025
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Agreement with US LBM Holdings LLC, on the terms as discussed in executive session.
Motion carried unanimously.

H. ADJOURNMENT

Motion made by Holly Gray second by Brian Darby to adjourn the meeting at 7:48 p.m.
Motion carried unanimously.

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

April S. Hill, City Secretary



AGENDA ITEM

TO: Mayor and City Council

SUBJECT: Assignment of Parking Lot Lease Agreement - Crown and Cross Church

MEETING DATE: October 28, 2025

DEPARTMENT: Administration

ITEM SUMMARY:

Consider approval of an Assignment of Parking Lot Lease Agreement between the City of Roanoke, First Baptist Church—Roanoke, and Crown and Cross Church for property located in Block 11, Lots 20 and 21, O.T. Roanoke. The property is generally located at the southwest corner of Rusk Street and Pine Street.

INFORMATION:

Crown and Cross purchased First Baptist Church and has requested to take over the lease for the parking lot.

STAFF RECOMMENDATION:

Staff recommends approval of the assignment of lease agreement.

SPECIAL CONSIDERATION:

FINANCIAL CONSIDERATION:

ATTACHMENTS:

1. Cross and Crown Lease Agreement
2. Exhibit A - First Baptist Church - Parking Lot Lease Agreement

ASSIGNMENT OF LEASE AGREEMENT

STATE OF TEXAS

§

§

COUNTY OF DENTON

§

THIS ASSIGNMENT OF LEASE AGREEMENT (hereinafter referred to as the "Assignment") is made and entered into as of this the 12th day of October, 2025, by and between **FIRST BAPTIST CHURCH – ROANOKE** (hereinafter referred to as "Assignor"), and **CROWN AND CROSS CHURCH** ("hereinafter referred to as the "Assignee").

WITNESSETH:

WHEREAS, on or about November 10, 2010, Assignor entered into a Lease Agreement by and between the City of Roanoke, Texas, a Texas home-rule municipality (hereinafter referred to as the "City") and Assignor (hereinafter referred to as the "Lease Agreement"), a copy of the Lease Agreement is attached hereto as *Exhibit A*; and

WHEREAS, Assignor desires to assign and Assignee desires to acquire all of the right, title, and interest of Assignor in and to the Lease Agreement, including the obligations of Assignor pursuant to the Lease Agreement; and

WHEREAS, Section 20.3 of the Lease Agreement provides that Assignor may not assign or sublet the Leased Premises or any part thereof without the written consent of the City; and

WHEREAS, Assignee agrees to assume and take on all the obligations of the Agreement.

NOW, THEREFORE, for and in consideration of the agreements contained herein, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Assignor and the Assignee agree as follows:

SECTION 1. The foregoing recitals are hereby incorporated into the body of this Assignment of Lease Agreement and shall be considered part of the mutual covenants, consideration and promises that bind the parties.

SECTION 2. Assignor represents and warrants that the Agreement is in full force and effect and has not been terminated by Assignor. Assignor further represents and warrants that there have been no amendments or modifications to the Agreement, that the Agreement is the complete, exclusive statement of the terms of the agreement between the parties, and that there has been no prior assignment or pledge of the Agreement by Assignor.

SECTION 3. Assignor hereby transfers, assigns, sets over and conveys to Assignee, subject to the terms hereof, all of its right, title and interest under and by virtue of said

Agreement.

SECTION 4. Subject to the terms and conditions hereof, Assignee hereby agrees to accept such assignment of the Agreement and assume all of the obligations of the Assignor under the Agreement.

SECTION 5. This Assignment shall be binding upon and inure to the benefit of Assignor and Assignee, their successors and assigns.

SECTION 6. This is the entire agreement of the parties and cannot be changed or modified without the written approval of the parties hereto.

SECTION 7. This Assignment may be executed in several counterparts, each of which shall be fully effective as an original and all of which together shall constitute one and the same instrument. To facilitate execution of this Assignment, the parties may execute and exchange by telephone facsimile counterparts of the signature pages.

IN WITNESS WHEREOF, Assignor and Assignee have executed this Assignment as of the day and year first above written.

ASSIGNOR:

FIRST BAPTIST CHURCH – ROANOKE,


Name: Jeremy D. Cunningham
Title: Treasurer

ASSIGNEE:

CROWN AND CROSS CHURCH,


Name: Jeffrey Repass
Title: Elder / Legal representative

CONSENT BY THE CITY:

CITY OF ROANOKE, TEXAS,
a Texas home-rule municipality,

Carl E. Gierisch, Jr., Mayor
Date Signed: _____

Exhibit A

[Lease Agreement]

Lease Agreement

This Lease Agreement (hereinafter referred to as the "Lease") is made and effective on this the 10th day of **November, 2010**, by and between the **FIRST BAPTIST CHURCH - ROANOKE**, (hereinafter referred to as the "Landlord") whose address for the purposes of this Lease is 209 N. Pine Street, P.O. Box 1280, Roanoke, Texas 76262, and the **CITY OF ROANOKE, TEXAS**, a Texas home-rule municipality (hereinafter referred to as "Tenant"), whose address for the purposes of this Lease is 108 S. Oak Street, Roanoke, Texas 76262. Landlord has agreed to and hereby leases, demises and lets to Tenant, and Tenant has agreed to and hereby leases and takes from Landlord and the Leased Premises for the term hereinafter stated and subject to all of the provisions, covenants and conditions of this Lease.

Section 1. Leased Premises.

1.1 Landlord is the owner of land and improvements in Block 11, Lots 20 and 21, O.T. Roanoke, City of Roanoke, Denton County, Texas, and having a street address of 209 N. Pine Street, Roanoke, Texas 76262, more particularly described in **Exhibit A** of this Lease (hereinafter referred to as "Leased Premises"). Landlord desires to lease the Leased Premises to Tenant, and Tenant desires to lease the Leased Premises from Landlord for the term upon the covenants, conditions and provisions herein set forth.

Section 2. Use of Leased Premises.

2.1 The Leased Premises shall be used and occupied for the following purposes: as a public parking lot for the parking of vehicles by the general public on the Leased Premises. Tenant agrees not to use or permit the use of the Leased Premises for any purpose which is illegal or which, in Landlord's opinion, creates a nuisance or which would increase the cost of insurance coverage with respect to the Leased Premises.

2.2 Tenant will maintain the Leased Premises in a clean and healthful condition, and shall comply with all laws, orders, ordinances, rules, and regulations (state, federal, municipal, and other agencies or bodies having any jurisdiction thereof) with reference to use, condition, or occupancy of the Leased Premises.

Section 3. Term.

3.1 Subject to all of the terms and conditions set forth herein, or in any appendix hereto, the term of this Lease shall be for a period from **October 1, 2010** (the "Commencement Date"), and end at 11:59 p.m. on **October 30, 2050** (the "Termination Date") or on such earlier date as this Lease may terminate as provided herein.

Section 4. Rent.

4.1 Not applicable. See Section 9.1 of this Lease.

Section 5. Possession of Leased Premises.

5.1 Tenant acknowledges that Tenant has inspected the Leased Premises, and on the basis of such inspection Tenant accepts the Leased Premises as suitable for the purposes for which the same are leased, in their present condition.

Section 6. Maintenance of Leased Premises.

6.1 Tenant Accepts Leased Premises As Is. By taking possession of the Leased Premises, Tenant shall be deemed to have accepted the Leased Premises "AS IS".

6.2 Tenant's Maintenance of Leased Premises. Tenant shall keep the Leased Premises in good, clean condition and shall at its sole cost and expense, make all needed repairs and replacements, including replacement and restoration as is required for that purpose, the Leased Premises and every part thereof and any and all appurtenances thereto wherever located.

6.3 Other. _____

Section 7. Utilities.

7.1 N/A

Section 8. Signage.

8.1 Tenant shall have the right to erect signs on any portion of the Leased Premises subject to applicable laws, ordinances, and regulations.

Section 9. Alterations.

9.1 As consideration for the Lease of the Leased Premises, Tenant agrees to construct on the Leased Premises a paved concrete parking lot to accommodate approximately 58 parking spaces as generally depicted in *Exhibit A* of this Lease.

Section 10. Liabilities.

10.1 Landlord shall not be liable to Tenant or to Tenant's employees, agents, invitees or visitors, or to any other person, for any injury to persons or damage to property on or about the Leased Premises or any adjacent area owned by Landlord caused by the negligence or misconduct of Tenant, Tenant's employees, subtenants, agents, invitees, licensees or concessionaires or any other person entering the Leased Premises under express or implied invitation of Tenant, or arising out of the use of the Leased Premises by Tenant, and the conduct

of Tenant's business, or arising out of any breach or default by Tenant in the performance of Tenant's obligations under this Lease; and Tenant hereby agrees to indemnify to the extent allowed by law, and hold Landlord harmless from any loss, expense or claims arising out of such damage or injury. Tenant shall not be liable for any injury or damage caused by the negligence or misconduct of Landlord, or Landlord's employees or agents, and Landlord agrees to indemnify and hold Tenant harmless from any loss, expense or damage arising out of such damage or injury.

Section 11. Damage to Leased Premises.

11.1 Any insurance which may be carried by Landlord or Tenant against loss or damage to the Leased Premises shall be for the sole benefit of the party carrying such insurance under its sole control, and it is understood that Landlord shall in no event be obligated to carry insurance of Tenant's contents.

Section 12. Late Fee.

12.1 N/A

Section 13. Events of Default.

13.1 The following events shall be deemed to be events of default by Tenant under this Lease:

- (a) The failure of Tenant to commence construction of paved concrete parking lot on the Leased Premises by _____, 2011.

Section 14. Effects of Event of Default.

14.1 Upon the occurrence of any of the Events of Default listed in this Lease, the Landlord shall have the option to pursue any one or more of the following remedies without any prior notice or demand.

- (a) In the event of default under this Lease, the Landlord shall give written notice to the Tenant of any default, and the Tenant shall have thirty (30) days to commence cure of said default. Should said default remain uncured as of the last day of the applicable cure period, and the Landlord is not otherwise in default, the Landlord shall have the right to immediately terminate this Lease.

Section 15. Holding Over.

15.1 N/A

Section 16. Liability and Casualty Insurance.

16.1 During the Lease Term, Tenant shall maintain a commercial general liability policy of insurance, at Tenant's expense, insuring Landlord against liability arising out of the Tenant's use, occupancy, or maintenance of the Leased Premises. The initial amounts of the insurance must be at least: \$1,000,000 for Each Occurrence and \$100,000 Property Damage for the Leased Premises. The policies must contain a provision, which prohibits cancellation or modification of the policy except upon thirty (30) days' prior written notice to Landlord. If Tenant fails to maintain the policy, Landlord may elect to maintain the insurance at Tenant's expense.

Section 17. Condemnation.

17.1 If the whole of the Leased Premises or access thereto should be taken under the power of eminent domain or condemnation, or a sale made under threat thereof, then this Lease shall cease as of the date of the taking without further liability upon either Landlord or Tenant. If only a portion of the Leased Premises or access thereto is taken under the power of eminent domain or condemnation, or sale made under the threat thereof, and the portion remaining will not in the reasonable opinion of the Tenant, be adequate for Tenant's continued use, Tenant shall have the option to terminate this Lease by giving Landlord notice thereof within thirty (30) days after the date of the taking.

Section 18. Taxes.

18.1 Landlord shall be liable for any and all taxes levied or assessed against real property, personal property, furniture or fixtures placed on the Leased Premises. FBC Roanoke TX, Landlord, is a Non-Profit 501 C 3, Church that is a tax exempt corporation.

Section 19. Special Provisions.

- (1) The Lease shall be subject to approval by the City Council of the City of Roanoke, Texas, approval.
- (2) Following the construction of the concrete parking lot on the Leased Premises, as generally depicted in **Exhibit A** of this Agreement, Landlord shall be authorized to use said parking lot during Sundays and Wednesdays. FBC Roanoke desires priority parking on these days. The general public shall be authorized to utilize said parking lot, as generally depicted in **Exhibit A** of this Agreement, Monday through Saturday during the Term of this Lease.
- (3) The Lease shall be subject to approval by the Trustees of FBC Roanoke TX
- (4) No overnight parking by *any* vehicle.
- (5) No sales or distribution of alcohol at any time.
- (6) FBC Roanoke, alone, may claim the available parking spaces as part of their seating capacity requirements. No other business or church may use the parking spaces to meet the City's requirements (1 parking space for every 4 seats).

Section 20. Miscellaneous Provisions.

20.1 Amendments. This Lease constitutes the entire understanding and agreement of the parties as to the matters set forth in this Lease. No alteration of or amendment to this Lease shall be effective unless given in writing and signed by the party or parties sought to be charged or bound by the alteration or amendment.

20.2 Applicable Law and Venue. This Lease shall be governed by and construed in accordance with the laws of the State of Texas, and all obligations of the parties created hereunder are performable in Denton County, Texas. Venue for any action arising under this Lease shall lie in the state district and county courts of Denton County, Texas.

20.3 Assignment. Tenant shall not assign this Lease or sublet the Leased Premises, or any part thereof without the consent of the Landlord in writing; which consent Landlord agrees will not be unreasonably withheld; but no assignment or subletting shall release Tenant from any obligations hereunder.

20.4 Attorney's Fees. In the event either party defaults in the performance of any of the terms of this Lease the other party agrees to pay the prevailing party's reasonable attorneys' fees.

20.5 Caption Headings. Caption headings in this Lease are for convenience purposes only and are not to be used to interpret or define the provisions of the Lease.

20.6 Counterparts. This Lease may be executed in one or more counterparts, each of which shall be deemed an original, and all of which shall constitute one and the same document.

20.7 Force Majeure. Landlord shall not be liable to Tenant for any loss or damage to any property or person occasioned by theft, fire, act of God, public enemy, injunction, riot, strike, insurrection, war, court order, requisition, or order of governmental body or authority or by any other cause beyond the reasonable control of Landlord. Nor shall Landlord be liable for any damage or inconvenience which may arise through repair or alteration of any part of the Leased Premises which is not attributable to Landlord's negligence.

20.8 Language. Words of any gender used in this Lease shall be held and construed to include any other gender, and words in the singular shall be held to include the plural, unless the context otherwise requires.

20.9 Liability. The liability of Landlord to Tenant for any default by Landlord under the terms of this Lease shall be limited to the proceeds of sale on execution of the interest of Landlord in the Leased Premises, and Landlord shall not be personally liable for any deficiency.

20.10 Notices. All notices required to be given under this Lease shall be given in writing and shall be effective when actually delivered or when deposited in the United States mail, first class, postage prepaid, addressed to the party to whom the notice is to be given at the address shown in

this Lease. Any party may change its address for notices under this Lease by giving formal written notice to the other parties, specifying that the purpose of the notice is to change the party's address.

20.11 Right of Entry and Inspection. Tenant agrees to permit Landlord or its agents or representatives to enter into and upon any part of the Leased Premises at all reasonable hours (and in emergencies at all times) to inspect the same, or clean, or make repairs or alterations or additions, or to show the Leased Premises to prospective purchasers, mortgage lenders, tenants or insures, and Tenant shall not be entitled to any abatement or reduction of rent by reason thereof.

20.12 Severability. If a court of competent jurisdiction finds any provision of this Lease to be invalid or unenforceable as to any person or circumstance, such finding shall not render that provision invalid or unenforceable as to any other persons or circumstances. If feasible, any such offending provision shall be deemed to be modified to be within the limits of enforceability or validity; however, if the offending provision cannot be so modified, it shall be stricken and all other provisions of this Lease in all other respects shall remain valid and enforceable.

20.13 Successors. The terms, conditions and covenants contained in this Lease shall apply to, inure to the benefit of, and be binding upon the parties hereto and their respective successors in interest and legal representative except as otherwise herein expressly provided. All rights, powers, privileges, immunities, and duties of Landlord under this Lease, including but not limited to any notices required to be delivered by Landlord to Tenant hereunder may at Landlord's option be exercised or performed by Landlord's agent or attorney.

20.14 Time is of the Essence. Time is of the essence in the performance of this Lease.

20.15 Waiver. No waiver of any default of Landlord or Tenant hereunder shall be implied from any omission to take any action on account of such default if such default persists or is repeated, and no express waiver shall affect any default other than the default specified in the express waiver and that only for the time and to the extent therein stated. One or more waivers by Landlord or Tenant shall not be construed as a waiver of a subsequent breach of the same covenant, term or condition.

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EXECUTED ON THIS THE 14th DAY OF DECEMBER, 2010.

LANDLORD:

FIRST BAPTIST CHURCH - ROANOKE

Name: K. D. Woolsey

Signature: [Signature] Title: Trustee

Name: Paul Wright

Signature: [Signature] Title: Trustee

Name: Kathy Lee

Signature: [Signature] Title: Trustee

Name: Bruce Barber

Signature: [Signature] Title: Pastor

Date: 12/26/10

TENANT:

CITY OF ROANOKE, TEXAS

A Texas home-rule municipality

[Signature]
Carl E. Gierisch, Jr., Mayor

Date: 12-14-2010

ATTEST:

[Signature]
April S. Hill, City Secretary

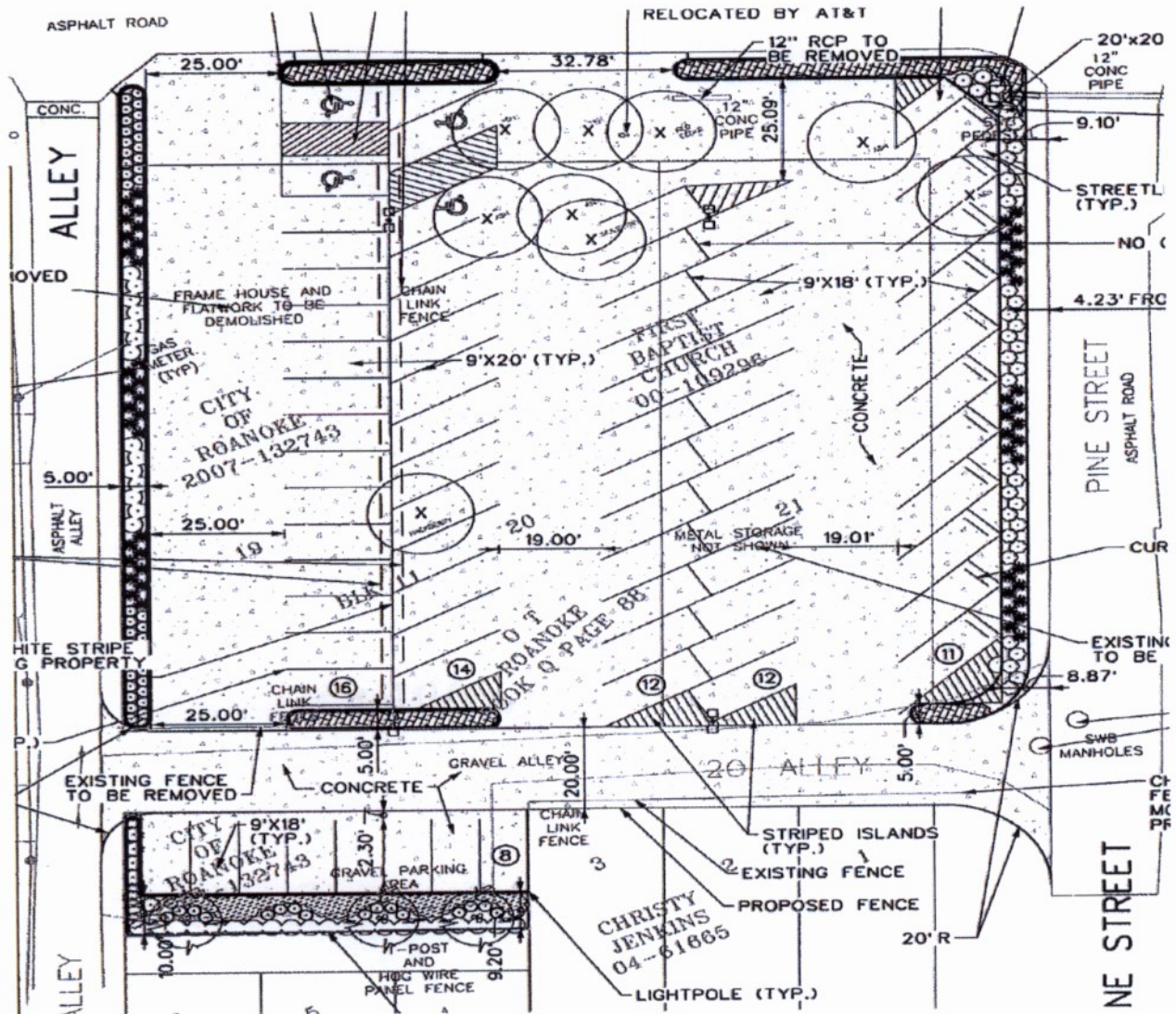


APPROVED AS TO FORM:

[Signature]
Jeff Moore, City Attorney

Exhibit A

Legal Description and/or Depiction of Leased Premises





AGENDA ITEM

TO: Honorable Mayor and Council

SUBJECT: Contract — Tarrant County ESD #1 for Fire and EMS Services

MEETING DATE: October 28, 2025

DEPARTMENT: Fire

ITEM SUMMARY:

Consider approval of a contract between the City of Roanoke and Tarrant County ESD No. 1 for Fire and EMS services.

INFORMATION:

This is the renewal of the annual agreement between Tarrant County ESD and Roanoke for the provision of Fire and EMS services to the district. Tarrant County ESD is providing us \$25,000 funding for readiness and then quarterly payments. In addition, the ESD pays for our services and provides us with quarterly payments, considering our runs for the quarter.

STAFF RECOMMENDATION:

Staff recommends approval.

SPECIAL CONSIDERATION:

FINANCIAL CONSIDERATION:

ATTACHMENTS:

1. Roanoke FD Municipal Contract - FY 2026

**CONTRACT FOR PROVIDING FIRE
EXTINGUISHMENT AND EMERGENCY SERVICES
WITH A MUNICIPALITY**

**THE STATE OF TEXAS §
 §
COUNTY OF TARRANT §**

This **CONTRACT FOR PROVIDING FIRE EXTINGUISHMENT AND OTHER EMERGENCY SERVICES** hereinafter called Contract, effective as of the 1st day of October, 2025 by and between **TARRANT COUNTY EMERGENCY SERVICES DISTRICT NO. 1**, hereinafter referred to as "DISTRICT", a political subdivision of the State of Texas organized and operating pursuant to the provisions of Section 48-e, Article III of the Texas Constitution and Chapter 775, Texas Health and Safety Code, hereinafter called the "Act", and the **CITY OF ROANOKE**, hereinafter called "The City", duly organized and operating under the laws of the State of Texas;

Witnesseth:

WHEREAS, the DISTRICT is a duly organized emergency services district and a political subdivision of the State of Texas created for the protection of life and property and to provide emergency services, with the full authority to carry out the objects of its creation, and to that end is authorized to enter into and perform any and all necessary contracts;

WHEREAS, pursuant to Section 775.031 of the Act, the DISTRICT has the authority to enter into contracts with others, whereby firefighting facilities and fire extinguishment and emergency services may be available to the DISTRICT, upon such terms as the governing body of the DISTRICT shall determine;

WHEREAS, the DISTRICT desires to secure fire extinguishment and emergency services for a specified area of TARRANT County, Texas, hereinafter referred to as Service Area, to preserve the property located within the DISTRICT, and to preserve and to protect the public health, safety and welfare of the citizens within the DISTRICT;

WHEREAS, the DISTRICT has determined that it is in the best interests of the residents and property owners of the DISTRICT to enter into a contract for fire extinguishment and other emergency services with THE CITY which is capable of providing same at levels acceptable to the DISTRICT;

WHEREAS, THE CITY currently provides for extinguishment and emergency services and is willing to furnish such facilities and provide such services to the Service Area for the consideration hereinafter provided; and

WHEREAS, THE CITY represents and warrants that it is in full compliance with any and all local, federal, and state laws applicable to its operations and existence as a political subdivision and an emergency service organization in the State of Texas.

NOW THEREFORE, for and in consideration of the premises and mutual covenants hereinafter contained, the parties hereto agree with the others as follows:

ARTICLE I DEFINITIONS

Section 1.01 Findings of Fact - The DISTRICT and THE CITY find that the facts and statements set forth in the preamble to this Contract are true and correct for all purposes.

Section 1.02 Definitions - The following terms shall have the respective meaning assigned to them in this **Article I** wherever they are used in this Contract.

ACT - Chapter 775, Texas Health and Safety Code, Section, as amended.

AUTOMATIC AID - Refers to pre-arranged outside assistance that responds on the first alarm to certain incidents that require minimum resources such as building fires. There is no special request for aid as it is automatic.

BREACH OF CONTRACT - Shall mean an act or circumstance by either party to this contract, which violates or results in non-compliance with this Contract or any provision herein.

CONTRACT - This Contract and any and all amendments or supplements hereto.

CURRENT DISTRICT POLICIES - District policies if any, in effect on the date the contract is signed by both parties.

THE CITY - The **CITY OF ROANOKE** is duly organized and existing under the laws of the United States and the State of Texas, and in full compliance at all times with same.

DISTRICT - **TARRANT COUNTY EMERGENCY SERVICES DISTRICT NO. 1**, A political subdivision of the State of Texas was created and operating pursuant to Section 48- e of Article III of the Texas Constitution and the Act.

EMERGENCY - A circumstance of urgent necessity requiring the immediate action of a party in order to protect health, safety and welfare or property of the general public and commercial interests within the Service Area and outside or subject to mutual aid upon call of another municipality, fire The City, emergency medical service or 911 network.

EMERGENCY SERVICES - As a minimum, those activities which are required for and related to the control and extinguishment of fires; and to those activities required for and related to providing service as a "Emergency Medical Services Provider" as defined by Chapter 773, Texas Health and Safety Code or other applicable law, rule or regulation; other requests for assistance as dispatched by the DISTRICT from time-to-time, or standing by at a designated location, or on apparatus, or nearby in a state of readiness to perform these activities. This shall **not** be construed to in any way limit the ability of THE CITY to provide specialized services in addition to those required above.

FACILITIES - The firefighting facilities and emergency equipment reasonably required to provide the fire extinguishment and emergency services to be rendered by THE CITY pursuant to this Contract.

MUTUAL AID - Generally referred to as an agreement between two or more Fire Departments to respond to formal requests for assistance under specific conditions. An on-scene or responding primary Fire Department calls for assistance that has not been

pre- arranged to be automatically dispatched on the initial assignment.

SERVICE AREA - The geographic boundaries of THE CITY as assigned by the DISTRICT and as such boundaries exist at present or may hereafter be amended. Compensation may be adjusted accordingly for any amended boundaries with negotiations between THE CITY and the DISTRICT to be based on the current formula. For purpose of reference, the current boundaries of THE CITY are described in Appendix "A," attached hereto and incorporated herein for all purposes. The DISTRICT shall provide an up-to-date map of the DISTRICT and THE CITY'S Service Area with individual boxes to allow expedited response to emergencies.

Section 1.03 Construction of Terms. If appropriate, in this Contract, words of the singular number shall be considered to include plural, words of the plural shall be considered to include the singular, and words of the masculine, feminine, and neutral gender shall be considered to include other genders.

ARTICLE II REPRESENTATIONS AND WARRANTIES

Section 2.01 District's Representations - The DISTRICT represents that:

1. The DISTRICT is a duly constituted political subdivision of the State of Texas created and operating pursuant to Section 48-e of Article III of the Texas Constitution and the Act and has the authority to enter into this Contract and the transactions contemplated hereby and to carry out its obligations hereunder.
2. The DISTRICT is not in default under or in violation of the Constitution and/or laws of the State of Texas relevant to the consummation of the transactions contemplated by this contract and has authorized the execution and delivery of this Contract.

Section 2.02 The City's Representation and Warranties - THE CITY hereby makes the following representations and warranties as the basis for the undertakings on the part of THE CITY herein contained:

1. THE CITY, is validly existing and in good standing, and shall at all times remain so during the term of this Contract.
2. THE CITY, has full power and authority to execute and deliver this Contract and has, by proper action, duly authorized the execution and delivery of this Contract.
3. Neither the execution nor delivery of this Contract, the consummation of the transactions contemplated hereby nor the fulfillment of or compliance with the terms or conditions of this Contract conflicts with or results in a breach of terms,
4. conditions or provisions of any restriction or any agreement or instrument to which THE CITY is now a party or by which it is bound, or results in the creation or imposition of any prohibited lien, charge or encumbrance whatsoever on any property or assets of THE CITY.

5. THE CITY shall provide the EMERGENCY SERVICES called for by this Contract, including, but not limited to, the fighting and extinguishment of fire and the provision of other emergency services to the Service Area, including, but not limited to, First Responder Emergency Medical Services. The Contract also recognizes THE CITY'S ability to provide and receive Mutual Aid, Automatic Aid, or other aid to/from other emergency service organizations as deemed necessary by THE CITY or DISTRICT. The DISTRICT reserves the right to be informed of any mutual, automatic, or other aid agreements between THE CITY and agencies outside the DISTRICT contractors. EMERGENCY SERVICES shall be provided by THE CITY. THE CITY shall be required to respond to a minimum of 80% of the calls for assistance that it is dispatched. response shall be defined as notification made to dispatch by The Department via radio, that personnel are enroute to the emergency with the appropriate equipment and apparatus within 90 Seconds of being alerted to an emergency incident. If during any one-month time period, THE CITY is unable to respond to more than 20% of the calls for assistance in their jurisdiction, the DISTRICT shall review the response information; meet with THE CITY Fire Chief or representative and make recommendations to improve response capabilities. Beginning with the second month and for each additional month that THE CITY fails to respond to more than 20% of the calls for assistance in their jurisdiction, THE CITY's quarterly payment amount shall be divided by the total number of calls dispatched for that month and payment made to The City(s) that were the primary responder on each call. Failure to meet the minimum response requirements for three (3) months of the contract period may result in termination of the Contract without verifiable justification of extenuating circumstances.
6. THE CITY warrants and represents that it shall comply in good faith with all provisions of the Act and all other local, state, or federal laws, rules, or regulations applicable to THE CITY and its duties under this Contract, and further shall, throughout the term of this Contract, be in compliance with all properly adopted THE CITY and DISTRICT policies currently in effect.
7. THE CITY shall participate in a recognized Training Program that is substantially equal to the Texas Commission on Fire Protection and or State Fireman's and Fire Marshal's Association testing and skills verifications.
8. THE CITY shall ensure that personnel have the following minimum training.

All personnel entering into IDLH atmosphere must a minimum of Basic Firefighter certification through the Texas Commission Fire Protection. No person shall enter these areas without the above certifications under any circumstances. Annual training requirements to maintain certifications in Active status must also be maintained, have Live Fire Prerequisites (or equivalent) Certification or greater, SCBA Part B and Live Burn Class taught by ESD personnel, personnel certified by the DISTRICT, or other certified TCFP training facility; Personnel that already have NFPA FF 1 certifications or greater are not required to attend the SCBA Part B and Live

Burn class taught by the DISTRICT, but it is recommended.

9. THE CITY shall ensure that personnel responding to Emergency Medical calls have the following Certifications/License:

Shall have current Texas Department of State Health Services (DSHS) for ECA/EMR or EMT or EMT-Advanced or EMT-Paramedic or EMT-Licensed EMT-Paramedic

Shall have current CPR certification.

Shall have completed and passed current Medical Protocol Test and Skills Proficiency Test.

Proctors for testing shall be authorized by The City's and/or the District's Medical Director.

All members shall adhere to the Provider's Medical Director's emergency medical protocols.

*All personnel at the scene of an incident who are not qualified under part 7 above (ride-outs, observers, cadets, etc.) and Probationary Firefighters shall be clearly identified with distinctive vests, helmets, or other methods

10. THE CITY warrants that the Fire Chief and Assistant Chief have the following certifications:

Head of The City (TCFP) or Firefighter I
Certification (TCFP or SFFMA) and ICS –100 and
IS-700

11. THE CITY shall ensure that at least 100% of all personnel participating in emergency operations have completed a minimum of 20 hours of training approved by the DISTRICT, SFFMA, or TCFP, for the previous 12-month period beginning August 1 of the previous contract year and ending July 3rd of the contract year.

12. THE CITY shall ensure that all responses to emergencies include the following minimum staffing levels:

- a. Brush trucks or light rescue vehicles will be staffed with a minimum of two fully certified personnel through TDSHS and SFFMA or TCFP.
- b. Fire engines will be staffed with a minimum of three fully certified personnel through TDSHS and SFFMA or TCFP.
- c. Tankers operating as fire engines will require the same staffing as fire engines in 11. b.
- d. Tankers operating as a water supply only for shuttle operations will require a minimum of one fully certified person through TDSHS and SFFMA or TCFP.
- e. These are minimum staffing requirements. Staffing over the minimum required is at the discretion of the Fire Chief of the contract Fire The City.
- f. Any deviation from the minimum staffing requirements above must be justified by The City or with prior approval from the Executive Director or his designee.

13. THE CITY will utilize the Tarrant County Regional Communications Center (TCRCC) for all dispatch and fire ground communications during incidents occurring within Tarrant County Emergency Services District #1.

Section 2.03 Joint Representations - No member of the DISTRICT or THE CITY has any significant or conflicting interests, financial, employment or otherwise in the transactions contemplated hereby, other than as a resident or property owner of the DISTRICT, which has not been brought to the attention of all parties concerned. No member of THE CITY shall be an interested party or a party which benefits from any conduct of business by THE CITY or the DISTRICT which would present a conflict under the Texas nepotism laws or other state laws regarding competitive bidding or conflicts of interests. Should any member of THE CITY or any other responsible person believe a party or person governed by the Contract is violating this provision; the person with such belief shall have a right to require that the matter be discussed with the opposing party at an open meeting of the DISTRICT.

ARTICLE III SERVICES TO BE PROVIDED

Section 3.01 General - During the term of this Contract, THE CITY agrees to provide Emergency Services to the Service Area on a 24 hour per day basis seven days a week.

Section 3.02 Non-Exclusive Agreement - THE CITY hereby acknowledges and agrees that its primary responsibilities are to its assigned Service Area. However, in order to ensure to the greatest extent practical that there will be sufficient facilities and emergency resources available to the DISTRICT, the parties acknowledge that THE CITY may enter into Mutual Aid Agreements or other agreements with other non-DISTRICT emergency services organizations, fire departments, or municipalities in the area for provision of Emergency Services. The DISTRICT may also make agreements for service with other agencies or directly provide DISTRICT resources for the provision of emergency services in the Service Area.

Section 3.03 Approvals and Permits - THE CITY agrees to obtain all necessary licenses, permits, certifications and approvals, as the case may be, that are necessary from any governmental bodies or agencies having jurisdiction in connection therewith for the provision of Emergency Services to the Service Area as called for by this Contract or otherwise required by law. It is THE CITY'S sole responsibility to renew and maintain its status as a "Emergency Medical Services Provider" as defined by Chapter 773, Texas Health and Safety Code. THE CITY'S failure to obtain and/or maintain said licenses will result in withholding of all payments by the DISTRICT to THE CITY until the problem is corrected as certified by the DISTRICT, or the DISTRICT may, at its sole discretion, terminate this Contract.

Section 3.04 Maintenance and Operation - The parties hereto agree that during the term of this Contract, the DISTRICT shall have **no** responsibility or liabilities whatsoever for operating, maintaining, repairing and ensuring any facilities by which Emergency Services are provided by THE CITY. Such responsibilities belong **solely** to THE CITY.

Section 3.05 Compliance with Governmental Requirements - THE CITY shall at all times conduct its activities in accordance with all current applicable statutes, laws, rules,

and regulations and shall further obtain and maintain all permits, consents and certificates that are required by any governmental body or other entity with jurisdiction over THE CITY.

Section 3.06 Liaison - The City Manager, Administrator of Record (Sec 773.05711) or designee, shall be the liaison with the DISTRICT.

Section 3.07 Independent Contractors: Personnel of The City- Notwithstanding anything in this Contract which may be construed to the contrary, THE CITY and all of its personnel, employees, members, volunteers or agents shall at all times be independent contractors and not employees, volunteers, members, agents, or representatives of the DISTRICT. THE CITY and its personnel shall at all times have the right to control the details of their work. By entering into this Contract, the DISTRICT and THE CITY do not waive, nor shall it be deemed to waive, any rights, defenses or immunities either may have under any applicable federal or state statute, law, rule or regulation. Specifically citing Texas Government Code Section

791.006 (a-1), the parties agree that, for purposes of determining civil liability for non-party claims, the act of any person or persons while fighting fires, providing rescue services, providing first response EMS services, traveling to or from any type of emergency call or emergency scene, or in any manner furnishing services in accordance with this Contract, shall be the act of the party performing such act. The payment of any and all civil or other liability, including negligence, resulting from the furnishing of services under this Contract is the responsibility of the individual party performing such acts. This shall specifically include, but not be limited to, the payment of court costs, expenses, and attorneys' fees resulting from any such claim or lawsuit. The parties agree that the assignment of liability described in this Contract is intended to be different than liability otherwise assigned under Section 791.006 (a) of the Texas Government Code.

Section 3.08 Automatic Aid - THE CITY agrees to respond to emergency incidents in other jurisdictions as dispatched to ensure that essential personnel and/or equipment shall be available. THE CITY further agrees to receive aid from other jurisdictions to ensure that adequate personnel and resources respond quickly to emergencies.

Section 3.09 ISO Rating - In order to accomplish a County-wide ISO rating improvement, THE CITY agrees that all of its apparatus are equipped in accordance with the latest adopted version of NFPA 1901 and shall have in place a program to annually:

- Test its full complement of hoses in accordance with NFPA 1961
- Test its full complement of ground ladders in accordance with NFPA 1932
- Test the pumps of its Class A Engines in accordance with NFPA 1911

ARTICLE IV INSURANCE AND INDEMNIFICATION

Section 4.01 Insurance - THE CITY or City thereof agrees to insure all its facilities and properties reasonably required to provide Emergency Services hereunder, against loss or damage of kinds usually insured against by entities similarly situated. The insurance will be provided through the Texas Municipal League Risk Pool or with one or more reputable insurance companies in the minimum amount required by Texas Law for death, and bodily injury or property damage.

1. THE CITY agrees to carry public liability insurance with respect to the facilities

through the Texas Municipal League Insurance Risk Pool or with one or more insurance companies licensed in the State of Texas in the minimum amount required by Texas Law for death, bodily injury or property damage.

2. THE CITY agrees to carry errors and omissions, general liability and other insurance necessary for its operations and for any and all risks that may be necessary in its operations as a municipal government or an emergency services organization.
3. Each insurance policy provided for in this Contract shall be in the name of THE CITY as the named insured.
4. If insurance is not provided THE CITY will be considered in breach of contract. All payments made by the DISTRICT to THE CITY shall cease until proof of insurance is provided as certified by the DISTRICT, or the DISTRICT may, at its discretion, terminate the Contract.

Section 4.02 Workers' Compensation Coverage - THE CITY shall maintain workers' compensation coverage for its employees, officers and volunteers related to or arising from THE CITY'S performance under this contract. THE CITY recognizes that the DISTRICT has no responsibility to furnish this coverage, and THE CITY waives any right to pursue the DISTRICT for liability regarding payments for this coverage or for liability regarding payments for claims filed against this coverage. If said insurance is not provided, THE CITY will be considered in breach of contract. All payments made by the DISTRICT to THE CITY shall cease until proof of insurance is provided as certified by the DISTRICT, or the DISTRICT may, at its discretion, terminate the Contract without recourse.

Section 4.03 Indemnification - To the fullest extent allowed by law, THE CITY shall indemnify and hold the DISTRICT, as well as its commissioners, officials, agents, volunteers, representatives, and employees, harmless from any and all claims of any type, including negligence, and all attorney's fees and related costs, made on account of any loss through personal injuries, deaths, or property damages, arising directly or indirectly out of the sole or concurrent negligence, or the sole or concurrent intentional acts or omissions of THE CITY or its contractors, officials, agents, employees, volunteers, subcontractors, or representatives, in performing the services required under this Contract, except where the DISTRICT is concurrently negligent or has committed concurrent intentional acts or omissions. To the extent permitted by applicable law, the DISTRICT shall indemnify and hold THE CITY, as well as its governing body, officials, agents, volunteers, and employees, harmless from any and all claims of any type, including negligence, and all attorney's fees and related costs, made on account of any loss through personal injuries, deaths, or property damages, arising directly or indirectly out of the sole or concurrent negligence, or the sole or concurrent intentional acts or omissions of the DISTRICT or its commissioners, officials, agents, employees, volunteers, contractors, subcontractors, or representatives in performing under this Agreement, except where THE CITY is concurrently negligent or has committed concurrent intentional acts or omissions. It is expressly understood and agreed that, in the execution of this Contract, neither DISTRICT or THE CITY waives, nor shall be deemed hereby to waive, any immunity or defense that would otherwise be available to it against any claims by third parties arising in the exercise of its governmental powers or other powers or functions or pursuant to the Texas Tort Claims Act or other applicable statute, law, rule, or regulation, including, but not limited to sovereign or official immunity. In accordance with Texas Government Code, Section 791.006 regarding

assignment of civil liability, and except as otherwise provided by applicable law, including, but not limited to, regulations regarding workers compensation insurance, each party hereto shall be responsible for injuries or death to its employees and volunteers while performing services under this Agreement. THE CITY or DISTRICT shall not be liable for benefits or any other compensation for injuries or death of the other party's employees or volunteers while performing services under this Agreement. An employee or volunteer shall be deemed to be performing services when en route to, en route from, or at the scene of a call or emergency. Specifically citing Texas Government Code Section 791.006 (a-1), the DISTRICT and THE CITY agree that, for purposes of determining civil liability for non-party claims, the act of any person or persons while fighting fires, providing rescue services, providing EMS services, traveling to or from any type of emergency call or emergency scene, or in any manner furnishing services in accordance with this Agreement, shall be the act of the party performing such act. The payment of any and all civil or other liability, including negligence, resulting from the furnishing of services under this Agreement is the responsibility of the individual THE CITY or DISTRICT performing such acts. This shall specifically include, but not be limited to, the payment of court costs, expenses, and attorneys' fees resulting from any such claim or lawsuit. THE CITY and DISTRICT agree that the assignment of liability described in this Section is intended to be different than liability otherwise assigned under Section 791.006 (a) of the Texas Government Code.

ARTICLE V PAYMENTS BY DISTRICT

Section 5.01 Methods of obtaining Funds from the District-

1. Payment for Services - The length of this Contract will be from October 1, 2025 through September 30, 2026. After meeting its obligations for operating expense, debt service and establishment of a reserve fund, and other costs and expenses as determined by the DISTRICT, the DISTRICT shall annually compensate THE CITY for firefighting services provided by THE CITY in the amount of **\$81,471** payable in quarterly installments of **\$20,368** on or before the 25th of the month after the end of a fiscal year quarter. Emergency Medical Services Funding in the amount of **\$13,533** payable in quarterly installments of **\$3,383** on or before the 25th of the month after the end of a fiscal year quarter. All funds to be provided hereunder shall be from current funds only, and the DISTRICT reserves the right to withhold any payment or appropriation of the above amount if THE CITY is in breach of this Contract and reserves its right of non-appropriation.
2. Advance Funding Annual Flat Rate Payment - Each contract fire The City will receive a flat rate payment of **\$25,000** by October 31st of every fiscal year while they are participating as a contract fire The City. This payment is intended to help offset the operational costs of the contracting fire The City.
3. Pursuant to Section 775.073, Texas Health & Safety Code, and other applicable law, it is understood and agreed by the parties that any funds allocated by the DISTRICT to THE CITY are for maintenance and operation expenses only in the provision of the Fire and EMS Services set forth herein, and THE CITY, unless otherwise agreed to by the parties hereto in writing, shall not use any DISTRICT Funds for the purchase, lease, or acquisition of any real or personal property, and any real or personal property of THE CITY shall

remain the sole property of THE CITY unless District funds are used to purchase, lease, or otherwise acquire real or personal property. The parties further agree that the DISTRICT does not have any ownership interest in the real and personal property of THE CITY, except for that real or personal property purchased with DISTRICT Funds. The DISTRICT payments under this Agreement do not create an ownership interest in the real and personal property of THE CITY, unless such DISTRICT Funds are used in contravention of this provision and applicable law, and DISTRICT Funds are used to purchase such real or personal property.

ARTICLE VI ASSIGNMENT AND MODIFICATION

This Contract shall not be assignable by THE CITY, in whole or in part without obtaining the prior **written** consent of the DISTRICT. Further, this Contract may be modified only upon the prior **written** consent of the parties. Notwithstanding the foregoing, in the event that any city that has any area within its corporate or extra territorial jurisdiction included within the DISTRICT'S territory, notifies the DISTRICT of the exclusion of an area from the DISTRICT'S territory, pursuant to the Act, and if such event causes a change in the Service Area, or scope of Emergency Services to be rendered hereunder, the parties agree that the Contract shall be amended so that the payments may be adjusted accordingly. The DISTRICT reserves the right to terminate this Contract or reduce, expand, modify or otherwise change or terminate the Service Area of THE CITY as may be necessary for the protection of its citizens or if THE CITY breaches any provision of this Contract. It is understood and agreed between the parties that the DISTRICT may not expand the Service Area of THE CITY without THE CITY'S approval.

ARTICLE VII MISCELLANEOUS

Section 7.01 Compliance with Applicable Regulations - THE CITY shall observe and comply, where applicable, with all Federal, State, County, DISTRICT, and City laws, rules, ordinances, regulations, and policies in any manner affecting the conduct and provision of the Emergency Services herein provided and the performance of all obligations undertaken by THE CITY under this Contract.

Section 7.02 Inspection of Equipment - The District or its agent has the right to inspect the equipment and/or pertinent records of THE CITY. The parties acknowledge that the nature of THE CITY'S equipment and/or record keeping determines the consideration paid under this Agreement. In the event that the proper records are not available, the procedures or penalties stated in the corresponding portions of this contract will be followed. In the event that the inspection reveals that the equipment is not in operating condition THE CITY will authorize a re-inspection by the DISTRICT within fifteen (15) days. In the event the equipment is not in operating condition during the re-inspection, all payments by the DISTRICT to THE CITY may cease until the issue is corrected as certified by the DISTRICT, or the DISTRICT may, at its sole discretion, terminate this Contract.

Section 7.02 A. Out of Service Apparatus and Equipment - THE CITY shall notify Fire Dispatch when an apparatus or special equipment is out of service for more than twenty-four (24) hours. Fire Dispatch will then notify the Executive Director for the ESD. When the apparatus or special equipment is put back in service THE CITY will notify Fire Dispatch.

Section 7.03 Reports and Other Information -

1. The DISTRICT may purchase one license for the current electronic Record Management System (RMS) software for THE CITY.
2. THE CITY shall maintain accurate, up to date records in RMS for personnel, apparatus, training, and incidents.
3. THE CITY shall complete a basic incident report in RMS within 24 hours of completion of each of THE CITY's emergency responses. Reports shall be a complete, thorough, accurate description of actions taken by The City's personnel and shall include an appropriate narrative(s) section.
4. By the tenth of each month, THE CITY shall submit to TXFIRS via the RMS, the previous month's incident reports.
5. All Training activities of The Department must be entered into RMS by the end of the month the activity occurred.
6. THE CITY must provide the DISTRICT access to its Incident Report, personnel rosters, and Training modules for the purpose of running statistical reports, quality control checks and qualification for any incentives and/or other such functions as determined by the DISTRICT. If access by the DISTRICT is denied or the proper records are not entered on time all payments made by the DISTRICT to THE CITY shall cease until proper reports are entered, or the DISTRICT may, at its discretion, terminate the Contract under the terms of section 7.07.
7. THE CITY shall submit to the DISTRICT, upon request, the contracting city's most recently completed audit for the fiscal year. The DISTRICT agrees to send an email verifying the receipt of the report.

Section 7.04 Badge Identification- THE CITY shall ensure that each of its members has a current identification card. Each member of THE CITY is required to have in their possession THE CITY identification card anytime they are performing their duties for THE CITY.

The card is to be used for identification and verification of training levels for each individual. Upon request from a citizen, Incident Commander (or his/her designee), or Medical Director (or his/her designee), or DISTRICT representative, the individual shall produce the ID card for verification. Each DEPARTMENT is responsible to make arrangements to have new member's cards made, lost cards replaced, and return cards of members that are no longer with THE CITY.

Section 7.05 Term of Contract - This Contract shall be for a period of twelve (12) months commencing on the 1st day of October of 2025 and ending at 12:00 midnight on September 30, 2026. It is understood by THE CITY and DISTRICT that the DISTRICT shall prepare a new contract so that it may be signed on or before September 30, 2026.

Section 7.06 Termination of Contract by Mutual Agreement - This Contract may be terminated before the end of its term by mutual written agreement, by non-appropriation or non-payment of funds by the DISTRICT, or as otherwise allowed hereunder. If either party elects to terminate this agreement, a 60-day written notice must be submitted to the other party for the notification of the intent to terminate said agreement. A 60-day written notice of non-renewal is also required prior to September 30 of contract year. If the Contract is terminated for any reason by either party, THE CITY understands that it will ~~no longer receive compensation for services that are no longer provided under contractual~~

obligation.

Section 7.07 Termination of Contract for Breach - This Contract may be terminated by either party due to the other party committing a "Breach of Contract" as the same is defined in Section 1.02 herein which remains uncured for 30 days following written notice as provided herein. Termination under this section will require formal notice from the non-breaching party in the manner provided in Section 7.08 hereof. The notice shall state clearly the reason for the party claiming Breach of Contract, the ground therefore with specific reference to the section and language in the Contract allegedly breached, and the method or circumstance which will, in the reasonable opinion of the non-breaching party, (a) provide cure of the breach, or (b) show to the satisfaction of the non-breaching party that no breach has occurred.

In the event that the Party alleged to have breached the Contract fails to reasonably satisfy the non-breaching Party that no "Breach of Contract" has occurred or that a cure of such Breach of Contract has been reasonable accomplished, the Party claiming the breach shall provide to the other Party written notice of termination of the Contract in the manner provided in Section 7.08 hereof.

If the Parties shall remain in dispute as to the reasonableness of the grounds asserted as an alleged Breach of Contract or the reasonableness of the cure thereof, the issue of whether the Contract was breached may be determined by mediation, with the selection of a mediator being mutually agreed upon by the DISTRICT and THE CITY.

Section 7.08 Rights on Termination - To the extent permitted by law, upon termination of the Contract, all rights and obligations of the Parties accruing prior to the date of termination shall remain in full force and effect, including without limitation the distribution of Payments by the DISTRICT, as provided by Article V hereof, pro rata to the date of termination, subject to appropriation by the DISTRICT.

Section 7.09 Notices - All notices, certificates, or other communications hereunder shall be sufficiently given or shall be deemed given when delivered by regular mail, or sent by proven facsimile or by e-mail or in the case of notice of breach of contract, by certified mail, return receipt requested, addressed as follows:

If to the **DISTRICT:**

TARRANT COUNTY EMERGENCY SERVICES DISTRICT NO.1
4900 River Oaks Blvd.
River Oaks, TX 76114

If to the **THE CITY:**

CITY OF ROANOKE
500 S. Oak St.
ROANOKE, TX 76262

The DISTRICT or THE CITY may by notice hereunder designate any further or different address to which subsequent notices, certificates or other communications shall be sent.

Section 7.10 Binding Effect - This Contract shall insure to the benefit of and shall be binding upon the DISTRICT and THE CITY, and their respective successors and assigns.

Section 7.11 Severability - In the event any provision of this Contract shall be held invalid or unenforceable by any court of competent jurisdiction, such holding shall not invalidate or render unenforceable any other provision thereof, unless the provision invalidated should invalidate a material obligation of either party.

Section 7.12 Execution and Counterpart - This Contract may be simultaneously executed in several counterparts, each of which shall be an original and all of which shall constitute but one in the same instrument.

Section 7.13 Captions - The captions or heading in this Contract are for convenience only and in no way define, limit or otherwise describe the scope or intent of any provision or section of the Contract.

Section 7.14 Status of Parties Relationship - Nothing in this Contract shall be construed to make either party the partner or joint venture of or with the other party. It is further agreed that in the performance of all obligations undertaken by this Contract, THE CITY is an independent contractor with the right to supervise, manage, control and direct the performance of Emergency Services in accordance with DISTRICT, state and federal statutes, laws, rules, policies and regulations. By entering into this Contract, the DISTRICT does not waive, nor shall it be deemed to waive any rights, defenses, or immunities it may have under any applicable federal or state statute, law, rule or regulation. Any rights that THE CITY may have under this Contract may not be assigned without the express written permission of the DISTRICT.

Section 7.15 Governing Law - The validity, interpretation of the provisions of this Contract shall be governed by the laws of the State of Texas. Pursuant to Chapter 791, Texas Government Code, and other applicable law, any funds required hereunder to be

expended by either party shall be from current revenues.

Section 7.16 Enforcement - In enforcing the performance of the provisions of this Contract all parties shall have the right to the exercise of all procedures available under applicable law or equity. No waiver of any breach or default of any provision of this Contract shall be deemed a waiver of any subsequent waiver or default. This Contract is executed in TARRANT County, Texas, and venue over any action relating to any provision of this Contract shall be exclusively in TARRANT County, Texas. This Agreement shall be governed by the laws of the State of Texas. If the DISTRICT or THE CITY is a prevailing party in any litigation or other action brought under this Contract or otherwise, the prevailing party shall be entitled to recover all costs of court and expenses, including reasonable attorney fees, incurred therein. In addition to any remedies the DISTRICT may have at law or in equity or its right of non-appropriation, if THE CITY is in breach or violation of any provision of this Contract or any federal, state, local, or DISTRICT statute, law, rule, regulation, policy, or procedure, the DISTRICT may, without limiting its remedies, terminate this agreement, withhold funds from THE CITY, or take any other reasonable action the DISTRICT deems appropriate under the circumstances then existing.

Section 7.17 Force Majeure - To the extent that any party to this Contract shall be wholly or partially prevented from the performance within the period specified of any obligation or duty placed on such party by any reason of or through strikes, stoppage of labor, riot, flood, failure of utilities, public water supply, invasions, insurrections, the order of any court, judge, or civil authority, or of act of God, then, in such event, the time for the performance of such obligation or duty shall be suspended until such inability to perform is removed.

Section 7.18 Defined Terms - The defined terms in this Contract shall have the meanings as defined herein whether or not the term appears in all capitalized letters or in upper and lower-case letters.

Section 7.19 Communications - The main form of daily communications between the DISTRICT and THE CITY shall be via e-mail. It is the responsibility of both parties to immediately inform the other of any changes to agency contact information.

Contract Affidavit

In witness thereof, the DISTRICT and THE CITY thereof have caused this Contract to be executed in their respective names and attested by the duly authorized officers, all effective as of the date first move written.

Signed this _____ day of _____, 2025.

TARRANT COUNTY EMERGENCY SERVICES DISTRICT #1
4900 River Oaks Blvd.
River Oaks, TX 76114

By: _____

Donnie Davis, President

Sworn and subscribed to me this _____ Day of _____, 2025.

SEAL:

Notary Public, State of Texas

ATTEST:

BY: _____
Richard Casarez, Secretary

Sworn and subscribed to me this _____ Day of _____, 2025

Notary Public, State of Texas

SEAL

Contract Affidavit

In witness thereof, the DISTRICT and THE CITY thereof have caused this Contract to be executed in their respective names and attested by the duly authorized officers, all effective as of the date first move written.

Signed this ____ Day of _____, 2025

CITY OF ROANOKE
500 S. Oak St.
ROANOKE, TX 76262

BY: _____
Mayor or other Authorized Representative

Printed Name

Sworn and subscribed to me this ____ Day of _____, 2025.

Notary Public, State of Texas

SEAL

ATTEST:

BY: _____
City Secretary

Printed Name

Sworn and subscribed to me this ____ Day of _____, 2025

Notary Public, State of Texas

SEAL



AGENDA ITEM

TO: Honorable Mayor and Council

SUBJECT:

ILA — City of Roanoke FD and Denton County

MEETING DATE: October 28, 2025

DEPARTMENT: Fire

ITEM SUMMARY:

Consider approval of an Interlocal Agreement between the City of Roanoke and Denton County for Fire and EMS services in unincorporated areas.

INFORMATION:

This is the annual agreement for the provision of fire and emergency medical services between the City of Roanoke and Denton County, outlining the terms and responsibilities for the forthcoming year.

STAFF RECOMMENDATION:

Staff recommends approval.

SPECIAL CONSIDERATION:

FINANCIAL CONSIDERATION:

The county has now moved from a per call basis to an annual payment. This year's payment will be \$19,918 based on a \$10,000 readiness fee, a fixed sum of \$9,338 based on calls ran in fiscal year 2024, and a COLA of 3 % equaling \$580.

ATTACHMENTS:

1. FINAL Roanoke 2026 & 2027

THE COUNTY OF DENTON

§

§

CITY OF ROANOKE

§

FIRE DEPARTMENT

STATE OF TEXAS

§

INTERLOCAL COOPERATION AGREEMENT
FIRE PROTECTION AND EMERGENCY AMBULANCE SERVICES

THIS AGREEMENT, which has an effective date of October 1, 2025, is made and entered into by and between Denton County, Texas (“the **COUNTY**”), and the City of Roanoke Fire Department (“the **AGENCY**”).

WHEREAS, the **COUNTY** is a duly organized political subdivision of the State of Texas engaged in the administration of county government and related services for the benefit of the citizens of Denton County; and

WHEREAS, the **AGENCY** is a municipal corporation, duly organized and operating under the laws of the State of Texas and engaged in the provision of fire protection services, ambulance services, and related services for the benefit of the citizens of the City of Roanoke; and

WHEREAS, the **COUNTY** desires to obtain fire protection services, emergency ambulance services, and related services for the benefit of residents of the **COUNTY** living in unincorporated areas of the **COUNTY** which the **AGENCY** is capable of providing; and

WHEREAS, the **COUNTY** desires to enter into an exclusive agreement with the **AGENCY** to provide efficient fire protection services and emergency ambulance service; and

WHEREAS, the **COUNTY** desires to expend County funds to defray the expense of establishing, operating, and maintaining fire protection services and emergency ambulance services in the County; and

WHEREAS, the **AGENCY** is the owner and operator of certain fire protection vehicles and other equipment designed for the extinguishing of fire and protection of damage to property and injury to persons from fire and has in its employ trained personnel whose duties are related to the use of such vehicles and equipment; and

WHEREAS, the **COUNTY** and the **AGENCY** mutually desire to be subject to and contract pursuant to provisions of the Texas Government Code, Chapter 791 and the Texas Local Government Code, Chapter 352; and

WHEREAS, the **AGENCY** is an owner and operator of certain ambulance vehicles and other equipment designed for the transportation of persons who are sick, infirmed or injured and has in its employ trained personnel whose duties are related to the treatment of said individuals and the use of such vehicles and equipment; and

WHEREAS, the provision of emergency ambulance and related services is a governmental function that serves the public health and welfare and is of mutual concern to both the **COUNTY** and the **AGENCY**; and

WHEREAS, the **COUNTY** and the **AGENCY** mutually desire to be subject to and contract pursuant to the provisions of Texas Government Code, Chapter 791 and Texas Health and Safety Code, Section 774.003, and

NOW, THEREFORE, the **COUNTY** and the **AGENCY**, for the mutual promises, covenants, Agreements and consideration stated herein, agree as follows:

I. **TERM**

The term of this Agreement shall be for the period beginning of October 1, 2025, and ending September 30, 2027.

II. **DEFINITIONS**

As used herein, the words and phrases hereinafter set forth shall have the meanings as follows:

- A. “Emergency Ambulance Services” means any circumstance that calls for immediate action and in which the element of time in transporting the sick, wounded, or injured for medical treatment is essential to the health or life of a person or persons.
- B. “Fire Protection Services” means all of the customary and usual services of a fire department, including fire suppression and medical emergency services.
- C. “Parties” means the Agency and the County.

III. **SERVICES**

The services to be rendered in accordance with this Agreement by the **AGENCY** are the fire protection services and emergency ambulance services normally rendered by the **AGENCY** to citizens of the City of Roanoke in circumstances of emergency, but which services will now be extended to all citizens of the **COUNTY** residing in the unincorporated areas of the **COUNTY** within the operating territory or jurisdiction of the **AGENCY**, as agreed to by the **AGENCY** and the **COUNTY** in this Agreement and as set forth in Exhibit "A", attached hereto and incorporated herein by reference.

A. FIRE PROTECTION SERVICES

Fire protection services are rendered in consideration of the common good and benefit and to serve the public convenience and necessity of the citizens of the **COUNTY** who are not otherwise protected with respect to fire protection, extinguishment, safety and rescue services. The services to be rendered are as follows:

1. The **AGENCY** shall make available and provide emergency fire protection, extinguishment, safety and rescue services within the agreed or specified territory or jurisdiction of the **AGENCY**.
2. The **AGENCY** shall respond to requests for fire protection services made within the portion of the **COUNTY** designated as "*Roanoke ERZ (700-16)*" as set out in Exhibit "A".
3. The **COUNTY** agrees that, in the event a fire in the **AGENCY**'s unincorporated designated area which the **AGENCY** considers to be of an incendiary nature the County Fire Marshal will dispatch investigation personnel to the fire scene within a response time sufficient to legally maintain and protect all evidence of said fire and will conduct all appropriate investigation and assist in the prosecution of any case of arson. The **AGENCY** shall not be responsible for investigations of suspected incendiary fires in the unincorporated areas, but shall cooperate with the County Fire Marshal in immediately relating all pertinent information possible to the investigator(s).
4. The **AGENCY**, in the performance of its duties and responsibilities under this Agreement, shall have the responsibility, within the sole discretion of the officers and employees of the **AGENCY**, to determine priorities in the dispatching and use of the **AGENCY**'s equipment and personnel, and the judgment of any such officer or employee as to such matters shall be the final determination.

B. EMERGENCY AMBULANCE SERVICES

Emergency ambulance services are rendered in consideration of the common good and benefit and to serve the public convenience and necessity of the citizens of the **COUNTY** who are do not otherwise have access to emergency services.

1. The **AGENCY** shall make available and provide emergency ambulance services within the agreed or specified territory or jurisdiction of the **AGENCY**.
2. The **AGENCY** shall respond to requests for emergency ambulance transportation made within the portion of the **COUNTY** designated as “Roanoke ERZ (700-16)” as set out in Exhibit "A".
3. The **AGENCY**, in the performance of its duties and responsibilities under this Agreement, shall have the responsibility of rendering ambulance services to citizens of the **AGENCY** and the **COUNTY**, within the sole discretion of the officers and employees of the **AGENCY**, to determine priorities in the dispatching and use of the **AGENCY**'s equipment and personnel, and the judgment of any such officer or employee as to such matters shall be the final determination.

IV. PERFORMANCE OF SERVICE

The **COUNTY** shall designate the County Fire Marshal to act on behalf of the **COUNTY** and to serve as "Liaison Officer" between the **COUNTY** and the **AGENCY**. The County Fire Marshal, or his designated substitute, shall devote sufficient time and attention to insure the performance of all duties and obligations of the **COUNTY** under this Agreement and shall provide immediate and direct supervision of employees, agents, contractors, sub-contractors and/or laborers of the **COUNTY** engaged in the performance of this Agreement for the mutual benefit of the **COUNTY** and the **AGENCY**.

The **AGENCY** shall devote sufficient time and attention to insure the performance of all duties and obligations of the **AGENCY** under this Agreement and shall provide immediate and direct supervision of the **AGENCY**'s employees, agents, contractors, sub-contractors and/or laborers engaged in the performance of this Agreement for the mutual benefit of the **AGENCY** and the **COUNTY**.

At the request of the **COUNTY**, the **AGENCY** shall, submit statements reporting fire protection calls and/or emergency ambulance transport provided by the **AGENCY**. In so doing, the **AGENCY** shall use the Texas Fire Incident Reporting System's standardized forms to report fire protection services, and the standardized ambulance transportation reporting form for

emergency ambulance services. Both forms may be submitted by personal delivery, U.S. Mail, facsimile, or email to the Denton County Fire Marshal, 3900 Morse St., 2nd Floor, Denton, Texas 76208.

V. COMPENSATION

The **COUNTY** agrees to pay to the **AGENCY** for full performance of services as provided in this Agreement the sum of **\$41,647.00**, to be paid as follows:

1. A sum of **\$20,516.00** to be paid for fire calls and ambulance transports performed during the 2025-2026 fiscal year. The **COUNTY** agrees, after execution of this Agreement, to make pay in full the sum of **\$20,516.00** no later than February 1, 2026.
2. A sum of **\$21,131.00** to be paid for fire calls and ambulance transports performed during the 2026-2027 fiscal year. The **COUNTY** agrees, after execution of this Agreement, to make pay in full the sum of **\$21,131.00** no later than February 1, 2027.

The **AGENCY** understands and agrees that payment by the **COUNTY** to the **AGENCY** shall be made in accordance with the normal and customary processes and business procedures of the **COUNTY** and in conformance with applicable state law.

VI. FINANCIAL RECORDS

The **AGENCY** agrees to make its financial records available for audit and/or review by the **COUNTY**, upon request by the **COUNTY**.

VII. RESPONSIBILITY OF THE COUNTY

The **COUNTY**, to the extent permitted by law, shall be responsible for the acts, negligence and omissions of all officers, employees and agents of the **COUNTY** who are engaged in the performance of this Agreement.

VIII.
RESPONSIBILITY OF THE AGENCY

The **AGENCY**, to the extent permitted by law, shall be responsible for the acts, negligence and omissions of all officers, employees and agents of the **AGENCY** who are engaged in the performance of this Agreement.

IX.
APPLICABLE LAW

The **COUNTY** and the **AGENCY** understand and agree that liability under this contract is governed by the Texas Government Code, Chapter 791, the Texas Local Government Code, Chapter 352, and the Texas Health and Safety Code, Section 774.003. This Agreement is made in contemplation of the applicability of these laws to the Agreement. Insofar as legally possible the **COUNTY** and the **AGENCY** agree to be bound by the above mentioned statutes as they exist as of the date of this Agreement.

X.
DEFAULT

In the event of default of any of the covenants herein contained, this Agreement may be terminated at the discretion of the non-defaulting party if such default continues for a period of sixty (60) days after notice to the other party in writing of such default and the intent to terminate this Agreement due to the default. Unless the default is cured, this Agreement shall terminate.

XI.
TERMINATION

This Agreement may be terminated any time, by either the **COUNTY** or the **AGENCY** by giving one-hundred eighty (180) days advance written notice to the other party. In the event of termination by either party prior to the **AGENCY** being paid in full, the **AGENCY** shall be compensated pro rata for all services performed to the termination date by dividing the full sum of the applicable year by 365 days, the number of days covered by this Agreement. In the event of such termination after the **AGENCY** has been paid in full, the **COUNTY** shall be reimbursed pro rata for all compensation paid to the **AGENCY** in anticipation of the **AGENCY** providing

services after the date of termination. Acceptance of such reimbursement shall not constitute a waiver of any claim that may otherwise arise out of this Agreement.

XII. **GOVERNMENTAL IMMUNITY**

The fact that the **COUNTY** and the **AGENCY** accept certain responsibilities relating to the rendition of fire protection services under this Agreement as part of their responsibility for providing protection for the public health makes it imperative that the performance of these vital services be recognized as a governmental function and that the doctrine of governmental immunity shall be, and it is hereby, invoked to the extent permitted by law. Neither the **AGENCY**, nor the **COUNTY** waive, nor shall be deemed to have hereby waived, any immunity or defense that would otherwise be available to it against claims arising from the exercise of government powers and functions.

XIII. **ENTIRE AGREEMENT**

This Agreement represents the entire Agreement between the **COUNTY** and the **AGENCY** and supersedes all prior negotiations representations and Agreements, either written or oral. This Agreement may be amended only by written instrument signed by both parties.

XIV. **LAW OF CONTRACT**

This Agreement and any of its terms or provisions, as well as the rights and duties of the parties hereto, shall be governed by the laws of the State of Texas. The venue for any dispute, or matter, arising under this Agreement shall lie in Denton County, Texas.

XV. **SEVERABILITY**

In the event that any portion of this Agreement shall be found to be contrary to law, it is the intent of the parties hereto that the remaining portions shall remain valid and in full force and effect to the fullest extent possible.

XVI.
AUTHORITY

The undersigned officer or agents of the parties hereto are the properly authorized officials and have the necessary authority to execute this Agreement on behalf of the parties.

XVII.
SERVICE AREA

Acceptance of this Agreement constitutes approval of the service area set out in attached Exhibit “A”.

[EXECUTION PAGES FOLLOW]

EXECUTED this 28th day of October, 2025.

COUNTY:

Denton County, Texas
1 Courthouse Drive, Suite 3100
Denton, Texas 76208

By: _____
Andy Eads
Denton County Judge

AGENCY:

City of Roanoke
201 Fairway Drive
Roanoke, Texas 76262

By: _____
Name Carl E. Gierisch, Jr.
Title Mayor

ATTEST:

By: _____
Denton County Clerk

ATTEST:

By: _____
April S. Hill, City Secretary

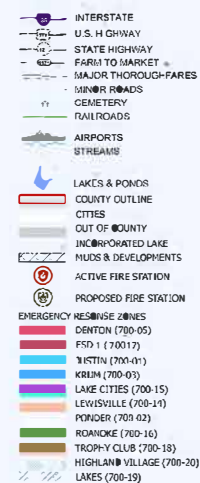
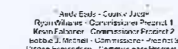
APPROVED AS TO CONTENT:

By: _____
Denton County Fire Marshal

AUDITOR'S CERTIFICATE

I hereby certify that funds are available in the amount of \$41,647.00 to accomplish and pay the obligation of Denton County under this Agreement.

Denton County Auditor



City Population (2022)

Denton > 150,000
Lewisville 100,000 - 150,000
Ft. Worth 50,000 - 100,000

TOTAL AREA OF OCERA 480.81 SQ MI
EST. TOTAL 2024 POPULATION OF OCERA: 119,207



1:36.538



Overview
Map

[illegible]

CONTACT INFORMATION:
LANDMARK MAP: 2a.dcmilitary.com
E-MAIL: gas@dcidcmilitary.com



AGENDA ITEM

TO: Mayor and City Council

SUBJECT: Adopting Investment Policy

MEETING DATE: October 28, 2025

DEPARTMENT: Administration

ITEM SUMMARY:

Consider approval on adoption of an Investment Policy for the City of Roanoke, Texas.

INFORMATION:

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

The City's policy for investments emphasizes the safety of City funds, first and foremost. The policy states, 'Investments of the City shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. The objective will be to mitigate credit risk and interest rate risk.' The second overall objective of the City's policy is to ensure adequate liquidity is maintained at all times. This means finance staff will work hard to structure the City's portfolio so that investments mature concurrent with cash needs to meet anticipated demands on operations. This further means that the City will consistently utilize money market mutual funds and/or local government investment pools, which offer same-day liquidity for short-term funds. The final objective is to emphasize the highest return on investment for City funds, provided that the first two objectives have been sufficiently met. The policy sets a benchmark return equivalent to or exceeding the average rate of return on three-month U.S. treasury bills or the average Federal Reserve Discount rate, whichever is higher. Staff will endeavor to seek out investment opportunities that meet this rate of return.

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



AGENDA ITEM

market.

STAFF RECOMMENDATION:

Staff recommends approval

SPECIAL CONSIDERATION:

FINANCIAL CONSIDERATION:

ATTACHMENTS:

1. Investment Policy 2025 10 21
2. Broker-Dealer and Training Lists Roanoke 2025 07 17 proposed

CITY OF ROANOKE INVESTMENT POLICY

Amended - October, 2025

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

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

I. SCOPE.

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

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

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

II. GENERAL OBJECTIVES AND STRATEGY.

The primary objectives of the City shall be safety, liquidity, and yield:

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

- a. **Credit Risk** – The City will minimize credit risk, the risk of loss due to the failure of the issuer or backer by:
 - i. Limiting investments to the safest types as authorized by the PFIA.
 - ii. Pre-qualifying the financial institutions, brokers/dealers, intermediaries, and advisors with whom the City will do business
 - iii. Diversifying the investment portfolio so that potential losses on individual investments will be minimized.
 - iv. Establishing procedures to monitor rating changes of investments and the liquidation of such investments as required by the PFIA.
- b. **Interest Rate Risk** – The City will minimize the risk that the market value of securities in the portfolio will fall due to changes in general interest rates by:
 - i. Structuring the investment portfolio so that securities mature to meet cash requirements for ongoing operations, thereby avoiding the need to sell securities on the open market prior to maturity.
 - ii. Investing operating funds primarily in shorter-term securities, financial institution deposits, money market mutual funds, or local government investment pools.

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

YIELD: The City's investment portfolio shall be designed with the objective of regularly exceeding the average rate of return on three-month U.S. Treasury Bills or the average Federal Reserve Discount whichever is higher. The investment program shall seek to augment returns above this threshold consistent with risk limitations identified herein and prudent investment principles. Return on investment is of secondary importance compared to safety and liquidity.

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

INVESTMENT STRATEGY: All available funds shall be invested in conformance with State and Federal Regulations, applicable bond covenants and ordinances, and this investment policy. The primary objectives for investment strategy are listed in priority order:

- a. Investment suitability,
- b. Preservation and safety of principal,
- c. Liquidity,
- d. Marketability,
- e. Diversification, and
- f. Yield.

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

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

III. RESPONSIBILITY AND CONTROL

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

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

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

- a. Economic outlook,
- b. Portfolio diversification,

- c. Maturity structure,
- d. Risk Considerations,
- e. Authorized brokers/dealers,
- f. Target rate of return on the portfolio, and
- g. Independent investment training sources

The Investment Committee shall provide minutes of its meetings. Any two (2) members of the Investment Committee shall constitute a quorum.

IV. STANDARDS OF CARE

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

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

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

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

V. SELECTION OF BROKER/DEALERS AND DEPOSITORIES

AUTHORIZED BROKER/DEALERS: At least annually, the Investment Committee will review, revise and adopt a list of qualified broker/dealers that are authorized to engage in investment transactions with the City. Investment Officers shall not conduct business with any firm not on the Investment Committee’s approved list.

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

DEPOSITORIES: Primary Depositories shall be selected through the City’s banking services procurement process, which shall include a formal Request for Application (RFA) issued in compliance with applicable State law (Chapter 105, State of Texas Local Government Code). This contract can be extended as per the RFA specifications.

VI. SUITABLE AND AUTHORIZED INVESTMENTS

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

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

- a. U.S. government obligations, U.S. government agency obligations, and U.S. government instrumentality obligations (including obligations of the FDIC), which have a liquid market with a readily determinable market value and exclude those prohibited by the PFIA.
- b. Financial institution deposits issued by a broker or depository institution that: 1) has its main office or a branch office in Texas and is guaranteed or insured by the Federal Deposit Insurance Corporation, the National Credit Union Share Insurance Fund (NCUSIF), or their successors, 2) is secured by obligations in a manner and amount provided by law for deposits of the City, or 3) is placed through the Insured Cash Sweep (ICS) or Certificate of Deposit Account Registry Service (CDARS).
- c. Repurchase and reverse repurchase agreements whose underlying purchased securities consist of instruments as defined in a. above and placed in compliance with the PFIA.
- d. No load money market mutual funds registered and regulated by the Securities and Exchange Commission, seek to maintain a net asset value of \$1.0000 per share, are rated AAAM by at least one nationally recognized rating service, and that meet the requirements of the PFIA.
- e. Local government investment pools, either state-administered or through joint powers

statutes and other intergovernmental agreement legislation authorized in compliance with the PFIA, are rated no lower than AAAm or an equivalent rating by at least one nationally recognized rating service, and are authorized by resolution or ordinance of the City Council.

- f. Obligations of states, agencies, counties, cities, and other political subdivisions of any state rated as to investment quality by a nationally recognized investment rating firm not less than A or its equivalent.
- g. Other types of investments which may become authorized through amendment to the PFIA will not be authorized investments until approved by City Council in amendment to this policy.

All prudent measures will be taken to liquidate an investment that is downgraded to less than the required minimum rating. The City will not be required to liquidate an investment that was authorized at the time of purchase.

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

- a. Obligations whose payment represents the coupon payments of the outstanding principal balance of the underlying mortgage-backed security collateral and pays no principal;
- b. Obligations whose payment represents the principal stream of cash flow from underlying mortgage-backed security collateral and bears no interest;
- c. Collateralized mortgage obligations that have a stated final maturity date of greater than 10 years;
- d. Collateralized mortgage obligations the interest rate of which is determined by an index that adjusts opposite to the changes in a market index; and
- e. Any other restricted instruments or limitations that involve outright speculation.

VII. INVESTMENT PARAMETERS

DIVERSIFICATION: The investments shall be diversified by:

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

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

Reserve funds and other funds with longer-term investment horizons may be invested in

instruments up to (5) years if the maturity of such investments is made to coincide as nearly as practicable with the expected use of funds.

COMPETITIVE ENVIRONMENT: The City seeks a competitive environment for investment transactions, including individual security purchases, certificates of deposit, money market mutual fund, and local government investment pool selections. The City shall develop and maintain procedures for ensuring a competitive environment.

VIII. SAFEKEEPING AND CUSTODY

COLLATERAL POLICY: The City has established a collateral policy in compliance with Government Code Chapter 2257, Public Funds Collateral Act. Deposits of City funds with financial institutions shall be secured by pledged collateral having a market value equal to or greater than 102% of deposits plus accrued interest of the deposit less any amount insured by FDIC or NCUSIF insurance. Evidence of pledged securities shall be maintained by the Director of Finance and held by an independent third-party custodian. Collateral pledged shall be reviewed at least monthly to assure the market value of the securities pledged equals or exceeds the related City investment.

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

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

Repurchase agreements shall be documented by a specific Repurchase Agreement noting the authorized collateral required. Repurchase securities will be priced daily.

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

SAFEKEEPING AND CUSTODIAL AGREEMENTS: The City shall contract with a safekeeping agent for the safekeeping of securities owned by the City as part of its investment portfolio. Securities owned by the City shall be held in the City's account as evidenced by safekeeping receipts of the institution holding the securities.

The City shall approve all third-party custodians for the holding of securities pledged to the City as collateral to secure financial institution deposits. The custodial agreement is to specify the acceptable pledged securities as collateral, including provisions relating to possession of the collateral, the substitution or release of pledged securities, ownership of securities, and the method of valuation of securities.

DELIVERY VERSUS PAYMENT. All securities purchased for investment will be executed by

delivery versus payment (DVP) to ensure that securities are deposited in the City's third-party safekeeping account prior to the release of funds.

IX. REPORTING

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

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

Weighted average yield to maturity shall be the portfolio's performance measurement standard.

An annual review of the City's quarterly reports will also be performed by an independent auditor with results being presented to the City Council.

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

X. MANAGEMENT AND INTERNAL CONTROLS

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

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

- a. Avoidance of collusion
- b. Separation of duties
- c. Separation of transaction authority from accounting and record keeping

- d. Custodial safekeeping
- e. Avoidance of physical delivery securities
- f. Clear delegation of authority to subordinate staff members
- g. Written confirmation of transactions for investments and wire transfers
- h. Compliance with investment policy
- i. Adequate training and development of investment officials
- j. Reconcilements and comparisons of security receipts with the investment subsidiary records

XI. INVESTMENT POLICY ADOPTION

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

GLOSSARY OF COMMON TREASURY TERMINOLOGY

Agencies: Federal agency securities.

Asked: The price offered for securities.

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

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

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

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

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

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

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

Delivery versus Payment: Is delivery of securities with an exchange of money for the securities.

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

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

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

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

Federal Deposit Insurance Corporation (FDIC): A federal agency that insures bank deposits, currently up to \$250,000 per deposit.

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

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

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

security holders will receive timely payment of principal and interest.

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

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

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

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

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

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

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

issues of ownership. The master repurchase agreement protects the investor by eliminating the uncertainty of ownership and hence, allowing investors to liquidate collateral if a bank or dealer defaults during the term of the agreement.

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

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

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

Portfolio: Collection of securities held by an investor.

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

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

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

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

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

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

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

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

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

Treasury Bills: A non-interest bearing discount security issued by the U.S.

Treasury to finance the national debt. Most bills are issued to mature in three months, six months or one year.

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

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

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

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

CITY OF ROANOKE
Authorized Broker/Dealer List

Wells Fargo Securities, LLC	Chuck Landry	214-777-4018
Raymond James	Josh Spain	804-225-1150
Multi-Bank Securities, Inc.	Carol Mackoff	888-857-4740
Hilltop Securities, Inc.	Gilbert Ramon	713-654-8606
Stifel Fixed Income Capital Markets	Darlyne Haba	800-786-1268

Note: The Investment Committee officially approves the Broker/Dealer Firm. Representative name and contact information are for informational purposes only and subject to change.

CITY OF ROANOKE

Approved Independent Training Sources

In order to ensure the quality and capability of the investment personnel, the City shall provide periodic training in investments through courses and seminars offered by professional organizations and associations as required by the PFIA, including education in investment controls, security risks, strategy risks, market risks, diversification of investment portfolio, and compliance with the PFIA.

Approved Independent Training Sources

- American Institute of Certified Public Accountants
- Council of Governments
- International City/County Management Association
- Government Finance Officers Association
- Government Finance Officers Association of Texas
- Government Treasurers' Organization of Texas
- Texas City Management Association
- Texas Municipal Clerks Association
- Texas Municipal League
- TEXPO
- University of North Texas Center for Public Management

Note: The Investment Committee officially approves the Independent Training Sources.

CITY OF ROANOKE
Authorized Broker/Dealer List

Wells Fargo Securities, LLC	Nicholas Ebby	877-433-9965
Raymond James	Josh Spain	804-225-1150
Multi-Bank Securities, Inc.	Emily Jones	866-330-0849
Hilltop Securities, Inc.	Gilbert Ramon	713-654-8606
Stifel Fixed Income Capital Markets	Darlyne Haba	800-786-1268

Note: The Investment Committee officially approves the Broker/Dealer Firm.
Representative name and contact information are for informational purposes only and
subject to change.

Approved by Investment Committee on _____, 2025.

CITY OF ROANOKE

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- Texas City Management Association
- Texas Municipal Clerks Association
- Texas Municipal League
- TEXPO
- University of North Texas Center for Public Management
- Texas Association of School Business Officials

Note: The Investment Committee officially approves the Independent Training Sources.

Approved by Investment Committee on _____, 2025.



AGENDA ITEM

TO: Mayor and City Council

SUBJECT: Ratifying Ordinance No. 2025-119, amending Appendix A - Fee Schedule

MEETING DATE: October 28, 2025

DEPARTMENT: Administration

ITEM SUMMARY:

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

INFORMATION:

Council adopted the annual municipal fee ordinance on September 23, 2025. However, staff became aware of a small type-o in the fee schedule attached to the original ordinance, which listed the residential wastewater fixed charge as \$10.09 per month rather than the \$11.91 that the utility's budget requires. On the advice of the City Attorney, this type-o has been corrected and the ordinance re-submitted to Council for approval. Below is the full summary of the changes FY26 listed on the 9/23 agenda:

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



AGENDA ITEM

- 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 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:

This ordinance will authorize fee changes supporting the FY26 adopted budget.

ATTACHMENTS:

1. 2026 Schedule
2. 2026 Fee Schedule Ordinance Updated

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		\$11.91
	(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

ORDINANCE No. 2025-119

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ROANOKE, TEXAS, AMENDING APPENDIX A – FEE SCHEDULE, OF THE CODE OF ORDINANCES, PROVIDING A SAVINGS CLAUSE; PROVIDING A CUMULATIVE CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A REPEALER CLAUSE; AND PROVIDING FOR SAID ORDINANCE TO TAKE EFFECT FROM AND AFTER ITS DATE OF PUBLICATION.

WHEREAS, it is the intent of the City Council to set fees for services provided by the various city departments; and

WHEREAS, the City Council of the City of Roanoke, Texas adopted a Fee Schedule, Appendix A of the Code of Ordinances on June 10, 2003, with the approval of Ordinance No. 2003-108; and

WHEREAS, the City Council has adopted multiple amendments to specific sections of the fee ordinance over the years with the approval of various Ordinances; and

WHEREAS, the City Council desires to repeal Appendix A, Fee Schedule, in its entirety and replace it with the Fee Schedule attached hereto as Exhibit A.

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 Appendix A – Fee Schedule of the Code of Ordinances, City of Roanoke, Texas, is hereby repealed in its entirety, and is replaced with a new Appendix A – Fee Schedule of the Code of Ordinances of the City of Roanoke, Texas, which is attached hereto as ***Exhibit A***, and incorporated herein for all purposes.

Section 3. SAVINGS CLAUSE

All rights and remedies of the City of Roanoke, Texas are expressly saved as to any and all violations of the provisions of the Ordinance or any other ordinance which have accrued at the time of the effective date of this ordinance; and, as to such accrued violations and all pending litigation, both civil and criminal, whether pending in court or not, under such ordinances, same shall not be affected by this ordinance but may be prosecuted until final disposition by the courts.

Section 4. CUMULATIVE CLAUSE

This ordinance shall be cumulative of all provisions of State or Federal law and other ordinances of the City of Roanoke, Texas, except where the provisions of this ordinance are in direct conflict with the provisions of such ordinances, in which event the conflicting provisions of such ordinances are hereby repealed.

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 28th day of October, 2025.

APPROVED:

Carl E. Gierisch, Jr., Mayor

ATTEST:

April S. Hill, City Secretary

APPROVED AS TO FORM:

Jeff Moore, City Attorney



CITY COUNCIL AGENDA ITEM

TO: Planning and Zoning Commission

SUBJECT: Site Plan (SP 2025-01) Liquor King

MEETING DATE: October 28, 2025

DEPARTMENT: Planning

ITEM SUMMARY:

Consideration and action on a Site Plan (SP-2025-01) request from Curtis Young with Sage Group, Inc., for 2 buildings, a multi-tenant building and restaurant and bar to be located on an approximate 1.041 acre parcel, being a part of the Reno Red Addition, Block A Lot 1, City of Roanoke Denton County, Texas; generally located on the east of N Hwy 377 and on the west side of N Oak, south of Lamar Street.

INFORMATION:

The applicant is proposing two (2) buildings.

Building A: Fronting N Hwy 377- The proposed uses are a five-thousand-five-hundred (5,500) square-foot liquor store on the first floor and four-thousand-five-hundred (4,500) square feet of office space on the second floor.

The exterior castle-like design of the Liquor King building, shown as building A on the plan, is not compatible with existing buildings in the Oak Street District. **Sec. 12.498. - Architectural Standards and Design Guidelines.** **New buildings/building façades shall utilize building elements and details to achieve compatibility with existing buildings in the Oak Street district.**

Building B: Fronting Oak Street - The proposed uses are a four-thousand (4,000) square-foot restaurant on the first floor and a four-thousand (4,000) square-foot bar with patio on the second floor.

- **Landscape**- The plan demonstrates new permanently maintained landscaping.
- **Drainage**- A drainage plan will be accepted by the engineering consultant prior to construction.
- **Utilities**- A utility plan will be accepted by the engineering consultant prior to construction.
- **Parking**- The parking provided exceeds the required amount for the proposed uses. Required: 54 spaces Provided: 58 spaces



CITY COUNCIL AGENDA ITEM

STAFF RECOMMENDATION:

It is the staff's recommendation that the Liquor King building facade be re-designed to achieve compatibility with the existing buildings in the Oak Street Corridor Zoning District.

SPECIAL CONSIDERATION:

At their October 20 meeting, the Planning and Zoning Commission unanimously voted to recommend approval of this item.

FINANCIAL CONSIDERATION:

ATTACHMENTS:

1. SP-2025-01 - 304 S HWY 377 - Liquor King
2. Site Plan



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

SITE PLAN APPLICATION

FEE OF \$400.00 IS DUE WITH SUBMITTAL

Name of Applicant Curtis Young	Address of Applicant 1130 N. Carroll Ave, STE 200, Southlake, TX 76092	Phone Number and Email 817-424-2626
Legal Interest Owner's Representative		
Owner Mihir Varia/ LKING Estates, LLC	Address 2449 Crooked Lane, Southlake, TX 76092	Phone Number& Email 701-770-4071
Firm preparing Site Plan Package Integrated Design BIM Solutions, LLC Attn. Afrim Azizolli	Address 5000 Cedar Elm Dr., McKinney, TX 75070	Phone Number 214-930-1216
		Email afrimazizolli@gmail.com
Location of Property 304 S. Hwy 377, Roanoke, TX 76262	Name of Addition/Subdivision Reno Red Addition	Lot / Block Lot 1, Block A
		Present Zoning Oak Street Corridor Distri

Proposed Site Plan Contains:

LAND USE	NUMBER OF LOTS	ACRES FOR USE
Single Family		
Multi-Family		
Planned Development		
Office		
Retail	1	1.041
Commercial		
Industrial		
Flood Plain		

A copy of the final plat including public right-of-way crossing and adjacent property to the subject property shall be included.

If the property is subject to a Plan Development a statement showing that the proposed use conforms to the Plan Development.

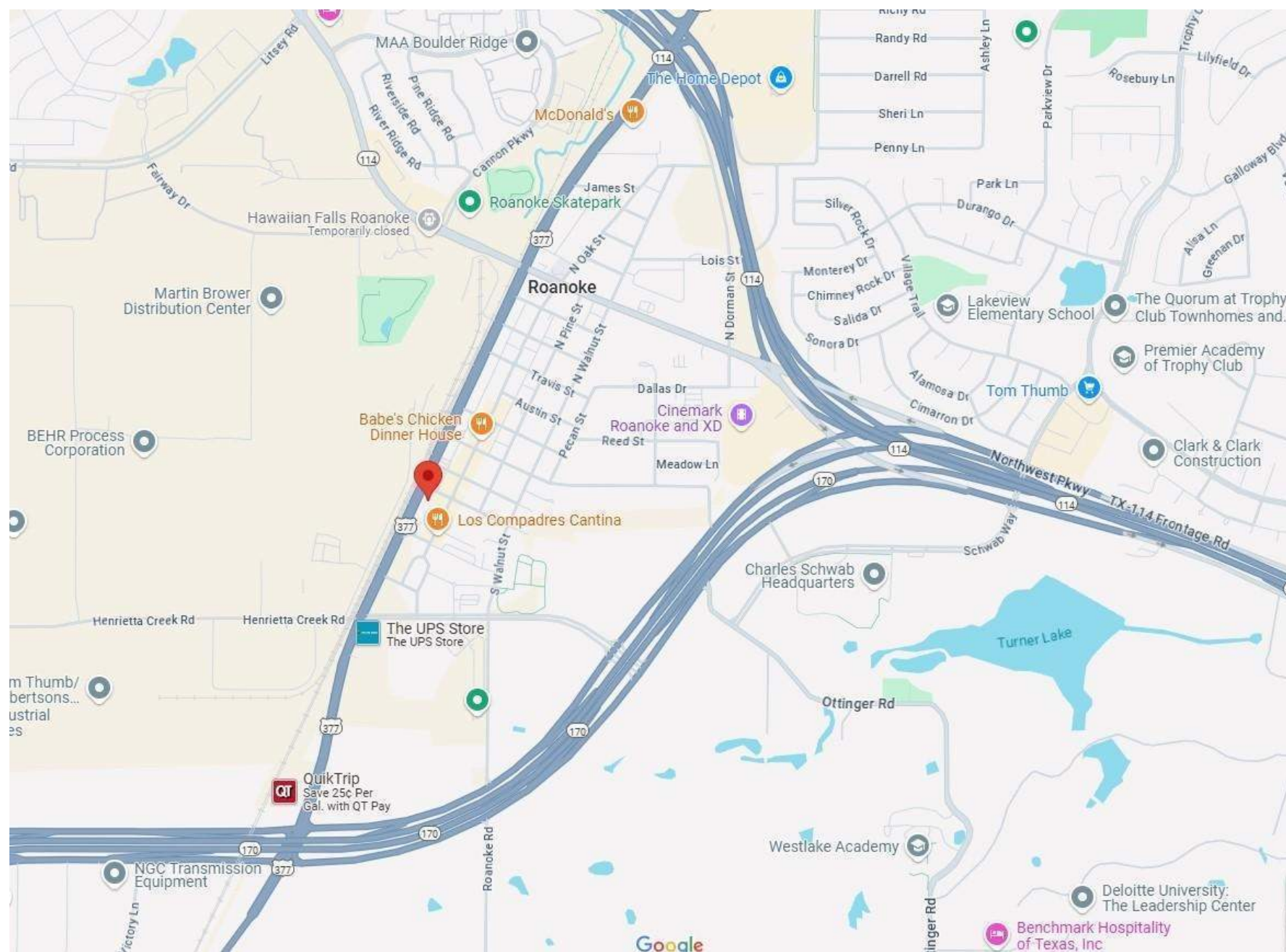
An electronic copy (pdf) Site Plan fee is \$400.00. Fees are subject to change as amended by Ordinance.


Applicants Signature
FOR OFFICE USE ONLY

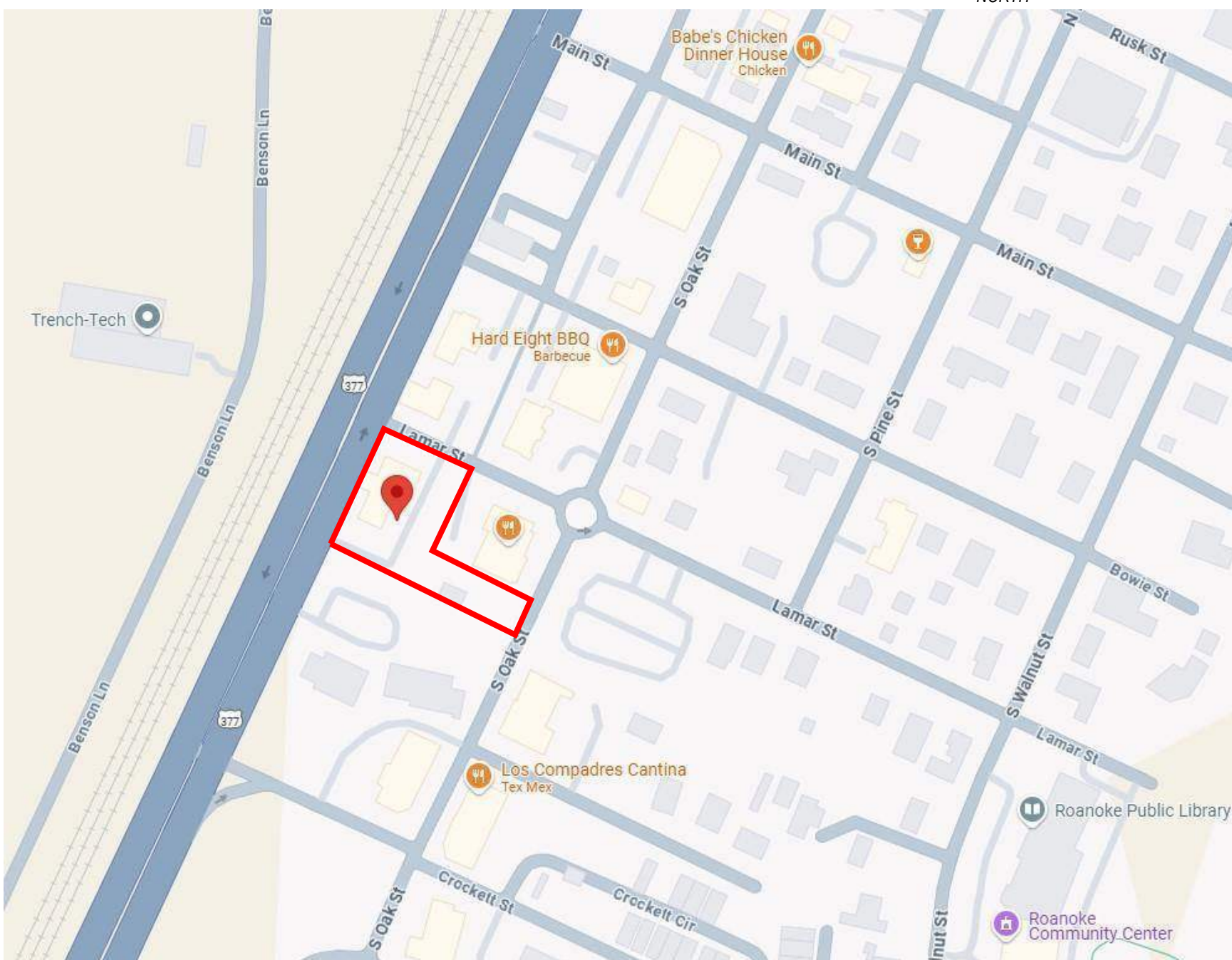
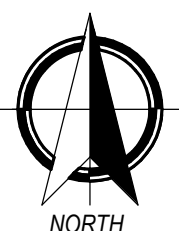
17 FEB 25
Date

Site Plan Fee PD VS \$400.00 02/27/2025 REC #759480 JM	P&Z Meeting <u>03/17/2025</u>	CC Meeting <u>03/25/2025</u>	File for Record SP- <u>2025</u> - <u>01</u>
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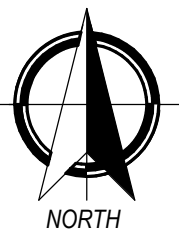
PROPOSED SITE PLAN FOR NEW LIQUOR KING - ROANOKE



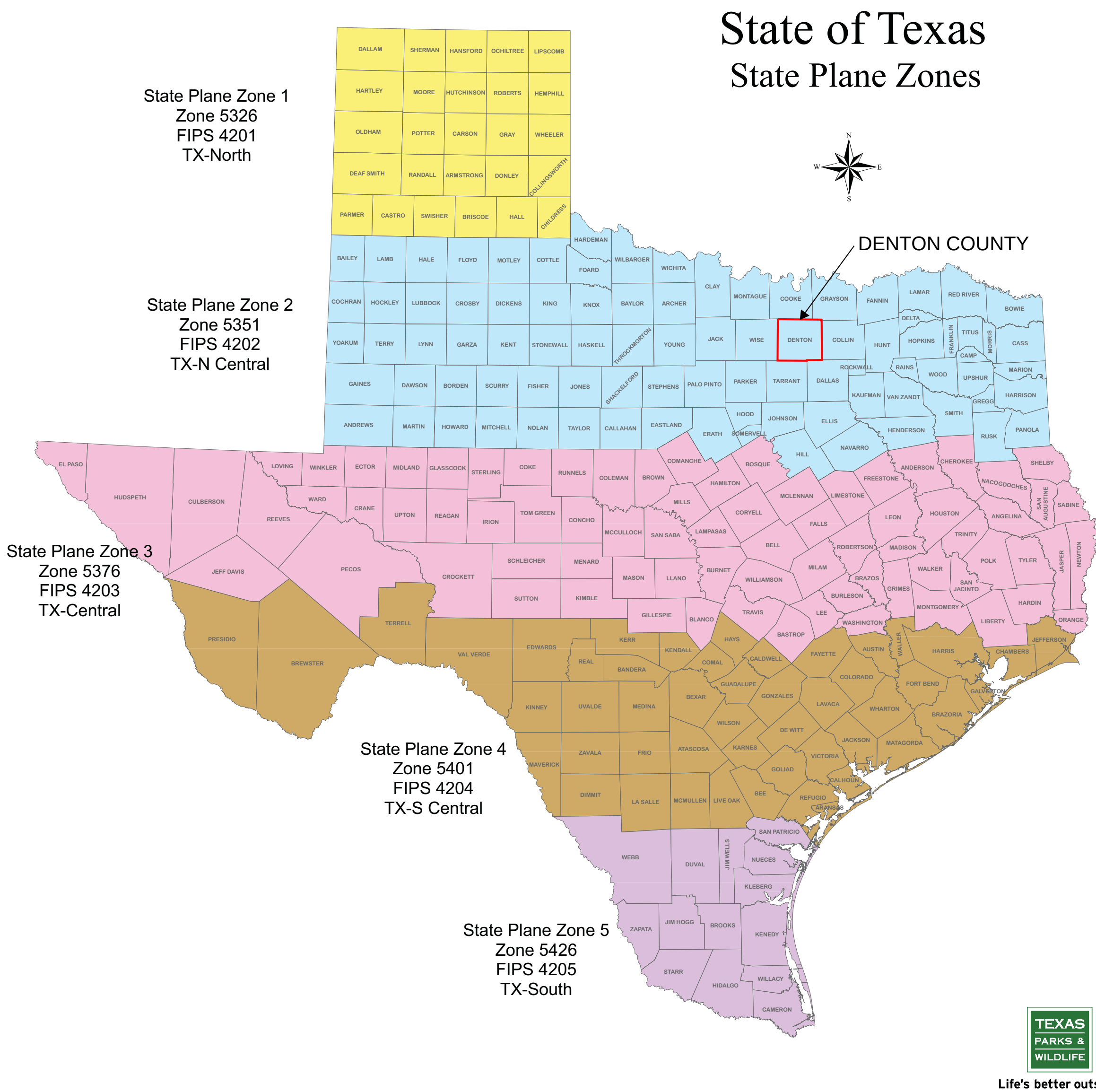
LOCATION MAP



VICINITY MAP



304 S Hwy 377
ROANOKE TX 76262



OWNER

LIQUOR KING

2801 MacArthur Blvd,
Lewisville, TX 75067
(P) 972-459-4222
e-mail - mihir119@gmail.com
Contact: Mihir Varia, Owner

ENGINEER

2CMD Engineering
& Consulting, Inc.

1307 Hillary Lane
Arlington, TX, 76012
(P) 817-459-1420
(F) 877-568-9113
Contact: Azeem Yasin, P.E.

SURVEY

Barron Stark
Engineers

Charles F Stark, RPLS
6221 Southwest Blvd, Suite 100
Fort Worth, TX 76132
(P) 817-231-8100
www.barronstark.com
Contact: Charles F Stark

DEVELOPER

TBD CONSTRUCTION LLC

Address, Suite ###
City, TX ZIP CODE
(P) ###-####
e-mail -
Contact: First Last Name,

G0.0	COVER
G0.01	SITE DATA
G0.02	EXISTING SURVEY
A100	PROPOSED ANNOTATED SITE PLAN
A100.1	PROPOSED DIMENSIONED SITE PLAN
A100.2	OVERALL TRAFFIC SITE PLAN
A103	PROPOSED EXTERIOR ELEVATIONS BUILDING '1'
A104	PROPOSED EXTERIOR ELEVATIONS BUILDING '2'
A105	3D VIEWS BUILDING '1'
A106	3D VIEWS BUILDING '2'
AD100	DEMOLITION ARCHITECTURAL SITE PLAN
AD101	DEMOLITION ARCHITECTURAL SITE PLAN
L101	PROPOSED LANDSCAPE PLAN

"Site Plan Zoning Exhibit"

Project Name:	Liquor King
Acreeage:	1.041 ACRES (45,334 S.F.)
Property Sq Ft:	6,123 Existing Restaurant

PROPOSED USE	10,400 S.F. New Liquor Store & Lounge 8,700 S.F. New Restaurant Taverna (Including Outdoor Patios)
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Subdivision:	DIVISION 15. OAK STREET CORRIDOR ZONING DISTRICT'
---------------------	--

Legal Description:	Reno Red's Addition, LOT 1, Block A
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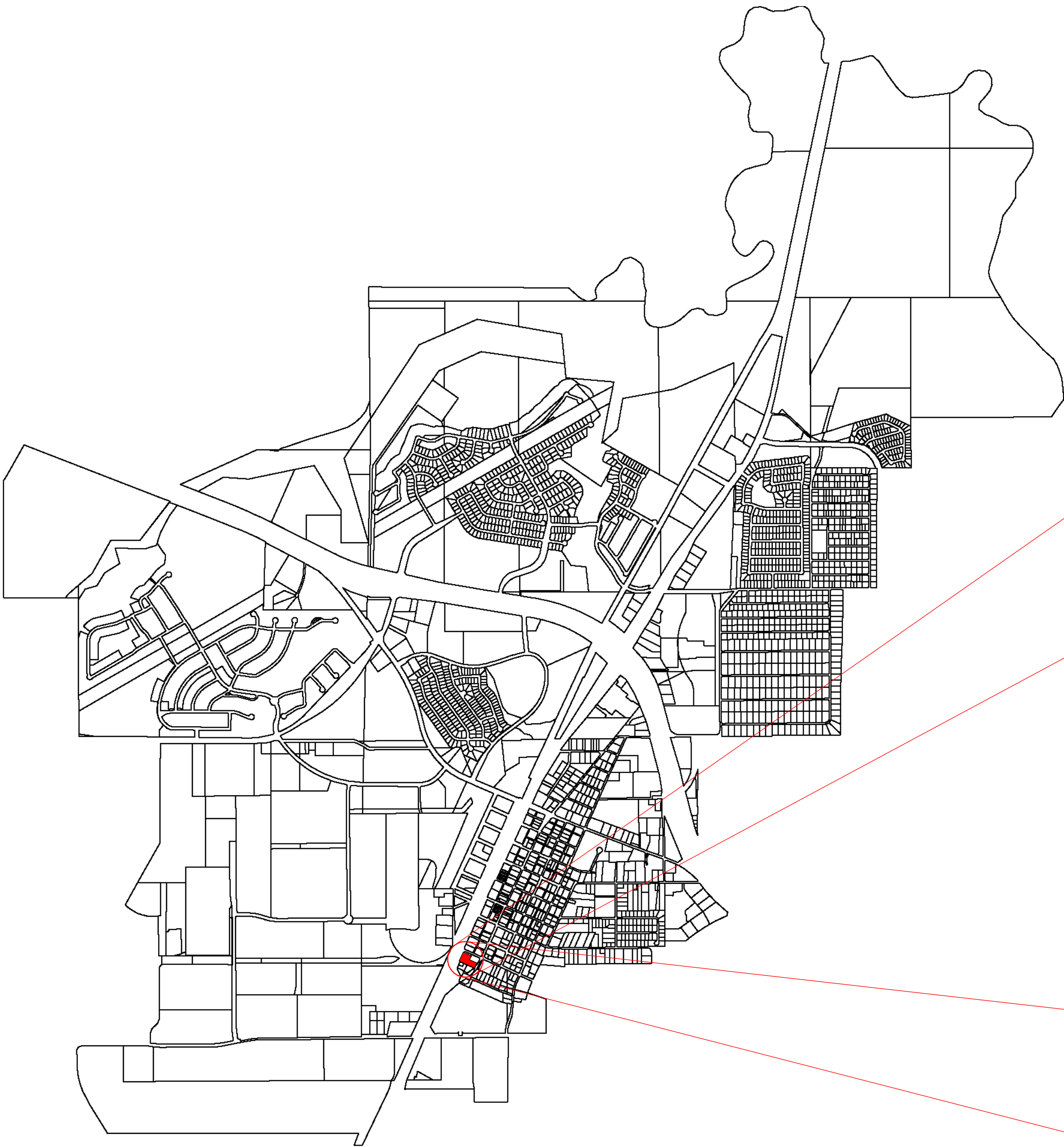
Property ID:	2018-306
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City of Roanoke:	Denton County
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Submission Date:	September 30, 2025
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PROPOSED SITE PLAN FOR NEW LIQUOR KING - ROANOKE

SITE DATA



SITE LOCATION



ZONING DATA



ZONING DISTRICTS 300 FEET ADJACENT TO PROPERTY

SITE DATA SUMMARY TABLE

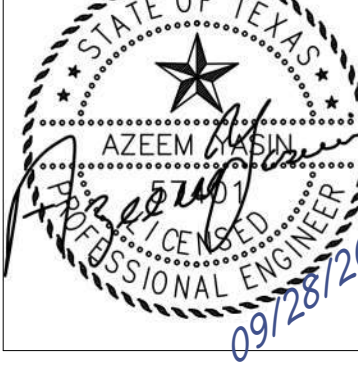
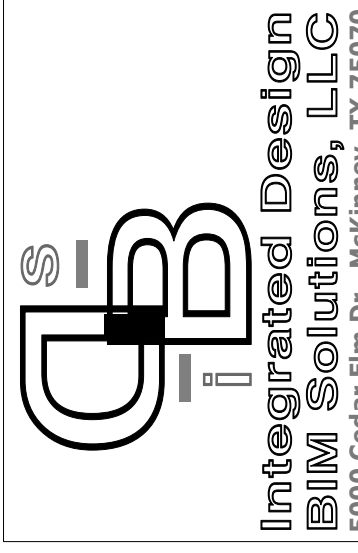
PROPOSED USE:	MIXED USE
SQUARE FEET BUILDING 1:	10,000 S.F. LIQUOR STORE AND BAR LOUNGE
SQUARE FEET BUILDING 2:	8,000 S.F. RESTAURANT AND OPEN LEASE SPACE
NO AREA INCREASE PROPOSED	
EXISTING ZONING DISTRICT:	COMMERCIAL/RETAIL
GROSS SITE AREA:	1.041 ACRES
REQUIRED LANDSCAPE AREA:	(N/A)
PROVIDED LANDSCAPE AREA:	0.167 ACRES (16%)
LOT COVERAGE:	84%
FLOOR AREA RATIO (FAR):	0.41
SETBACKS:	
FRONT	10 FT.
SIDE INTERIOR	15 FT.
SIDE STREET	15 FT.
REAR	25 FT.
(REFER TO SURVEY DRAWING FOR ADDITIONAL INFO)	

BUILDING HEIGHT:	
FIRST FLOOR HEIGHT	MIN. 15' - 0" CLEAR
UPPER FLOOR	MIN. 10' - 0" CLEAR
BUILDING FRONTAGE	
MIN. OF 70% OF THE BUILDING FACADE SHALL BE BUILT ALONG OAK STREET WITHIN THE BUILT-TO-ZONE	
MIN. OF 50% OF THE BUILDING SHALL BE BUILT TO THE BUILT-TO-ZONE ALONG HWY 377	

EXISTING PARKING SPACES:	
STANDARD ACCESSIBLE	58 ON SITE & 7 ON STREET = 65 3 ON SITE
TOTAL PARKING SPACES:	65
PARKING SPACES REQUIRED:	
1/350 S.F.	
54 SPACES REQUIRED	
65 SPACES PROVIDED	

"Site Plan Zoning Exhibit"

Project Name:	Liquor King
Acreage:	1.041 ACRES (45,334 S.F.)
Property Sq Ft:	6,123 Existing Restaurant
PROPOSED USE	10,400 S.F. New Liquor Store & Lounge 8,700 S.F. New Restaurant Taverna (Including Outdoor Patios)
Subdivision:	DIVISION 15. OAK STREET CORRIDOR ZONING DISTRICT ¹
Legal Description:	Reno Red's Addition, LOT 1, Block A
Property ID:	2018-306
City of Roanoke:	Denton County
Submission Date:	September 30, 2025



NEW LIQUOR KING - ROANOKE
304 S Hwy 377
ROANOKE TX 76262

RELEASE:
No. Description Date

SITE DATA

Project number	2024-064
Date	07.08.2025
Drawn by	Author
Checked by	Checker

G0.01

Scale	1/8" = 1'-0"
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9/28/2025 8:15:51 PM

Page 95 of 135

- ## **FLOOD NOTE:**
- ACCORDING TO FLOOD INSURANCE RATE MAP (FIRM) MAP NO. 4812J00555E FOR THE CITY OF ROCKWELL WITH AN EFFECTIVE DATE OF 04/18/2011 AND PREPARED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) THIS PROPERTY LIES WITHIN THE NONHAZARDOUS "C" AREA AS DETERMINED BY FEMA. AN AREA DETERMINED TO BE OUTSIDE THE 500-YEAR FLOOD LEVEL, DETERMINED BY SCALING AND GRAPHICAL PLOTTING ONLY. SURVEYOR MAKES NO GUARANTEE AS TO THE ACCURACY OF THAT MAP.
- ## **GENERAL NOTES:**
1. NOT ALL LOT LINES OUTSIDE OF THE BOUNDARY OF THE SUBJECT PROPERTY SHOW HEREON HAVE BEEN SURVEYED AND ARE SHOWN AS GRAPHICAL DEPICTION BASED ON RECORDED INFORMATION AND TAX MAPS ONLY.
 2. SURVEYOR DID NOT ABSTRACT THE SUBJECT PROPERTY, THERE MAY BE ENCUMBRANCES OR OTHER ENCUMBRANCES THAT AFFECT THE SUBJECT THAT ARE NOT SHOWN HEREON.
 3. SITE HAS DIRECT PHYSICAL ACCESS TO E. LANCASTER AVE., BOSWELL DRIVE & BUTTERCUP LANE
 4. THE RECORD DESCRIPTION OF PROPERTY MATHEMATICALLY CLOSES WITH NO GAPS, GORES OR OVERLAPS.

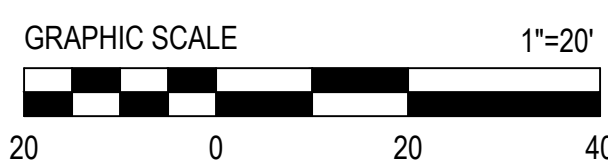
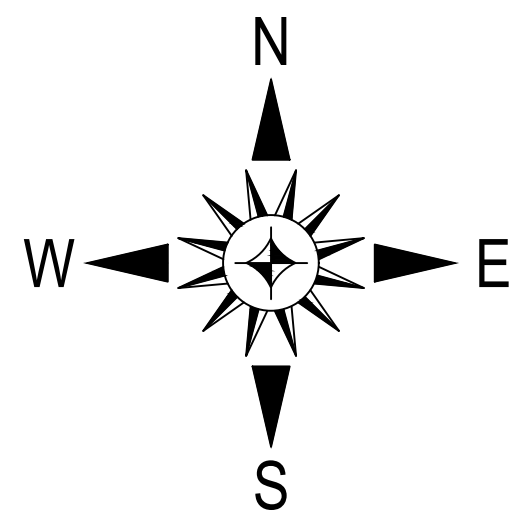
FLOOD NOTE:

ACCORDING TO FLOOD INSURANCE RATE MAP (FIRM) MAP NO. 48121-C06556 FOR THE CITY OF ROCKWELL WITH AN EFFECTIVE DATE OF 04/18/2011 AND PREPARED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA), THIS PROPERTY LIES WITHIN THE NON-SHADED ZONE "X" AREA, DEFINED BY FEMA AS AN AREA DETERMINED TO BE OUTSIDE THE 500-YEAR FLOOD LEVEL, DETERMINED BY SCALING AND GRAPHICAL PLOTTING ONLY. SURVEYOR MAKES NO GUARANTEE AS TO THE ACCURACY OF THAT MAP.

- ### GENERAL NOTES:
1. NOT ALL LOT LINES OUTSIDE OF THE BOUNDARY OF THE SUBJECT PROPERTY SHOW HEREON HAVE BEEN SURVEYED AND ARE SHOWN AS GRAPHICAL DEFINITION BASED ON RECORDED INFORMATION AND TAX MAPS ONLY.
 2. SURVEYOR DID NOT ABSTRACT THE SUBJECT TRACT. THERE MAY BE EASEMENTS OR OTHER ENCUMBRANCES THAT AFFECT THE SUBJECT TRACT THAT ARE NOT SHOWN HEREON.
 3. SITE HAS DIRECT PHYSICAL ACCESS TO E. LANCASTER AVE, BOSWELL DRIVE & BUTTERCUP LANE
 4. THE RECORD DESCRIPTION OF PROPERTY MATHEMATICALLY CLOSES WITH NO GAPS, GORES OR OVERLAPS.

Tree Table	
Point #	Description
218	9" Hackberry
219	6" Hackberry
220	10" Pecan
221	9" Hackberry
222	6" win Hackberry
223	Triplate Hackberry (Dead)
224	11" Hackberry
225	8" Hackberry
226	8" Tree
227	9" Elm (Dead)
228	14" Elm
229	5-6" Cluster Of Trees
230	9" Hackberry
231	4" Hackberry
232	6" Hackberry
233	10" Hackberry
234	4" Hackberry
235	24" Oak
236	5" Cedar
238	5" Hackberry

Tree Table	
Point #	Description
239	8" Oak
241	20" Oak
242	11" Oak



6221 Southwest Boulevard, Suite 100
Fort Worth, Texas 76132
(O) 817.231.8100 (F) 817.231.8144
Texas Registered Engineering Firm F-10998
Texas Registered Survey Firm F-10158800
www.barronstark.com



2. Site address - 304 S Hwy 377, Roanoke, TX 76262.
3. See flood note on this sheet.
4. Gross land area - subject property contains **45,334 square feet** or **1.041 acres** of land.
- 6(a). No zoning report was furnished to surveyor at the time of the survey.
- 6(b). No zoning report was furnished to surveyor at the time of the survey.
- 7(a). Exterior dimensions and areas of all buildings are shown on face of survey.
- 7(b)(1). See on face of survey.
- 7(c). See on face of survey.
8. Substantial features are plotted and shown hereon.
9. There are a total of 39 parking spaces of which 2 are handicapped.
10. There was no party walls observed on at the time of the survey.
13. Names of adjoining property and/or platted lots are shown hereon.
16. No evidence of recent earth moving work, building construction, or building additions observed in the process of conducting the fieldwork.
17. No proposed changes in street right of way lines was made available to the surveyor by the controlling jurisdiction and no evidence of recent street or sidewalk construction or repairs were observed in the process of conducting the fieldwork.
18. Offsite and adjoining easements shown hereon

This Survey was prepared from a Title Policy Prepared by Fidelity National Title Insurance Company, GF No. FIDAL-34-9000342400361, Effective Date: August 19, at 8:00 a.m.

10h) Building Lines and Easement(s) for the purpose(s) shown below and rights incidental thereto as delineated or as offered for dedication, on the map of said tract/plot recorded under Clerk's File No. 2018-306 Plat Records, Denton County, Texas;

1. 10' Building Line
2. 15' Building Line
3. 10' Build-to-Zone
4. 15' Sanitary Sewer Easement
5. 12.5' M.A.E.

(AFFECTS, PLOTTED & SHOWN)

10i) Easement(s) and rights incidental thereto, as granted in a document:
Granted to: Texas Power & Light Company
Purpose: As provided in said document
Recording Date: August 16, 1926
Recording No: Volume 205, Page 560, Real Property Records, Denton County, Texas
(MAY AFFECT, DOCUMENT IS AMBIGUOUS)

10j) Easement(s) and rights incidental thereto, as granted in a document:
Granted to: Texas Power & Light Company
Purpose: As provided in said document
Recording Date: December 20, 1961
Recording No: Volume 475, Page 641, Real Property Records, Denton County, Texas
(MAY AFFECT, DOCUMENT IS AMBIGUOUS)

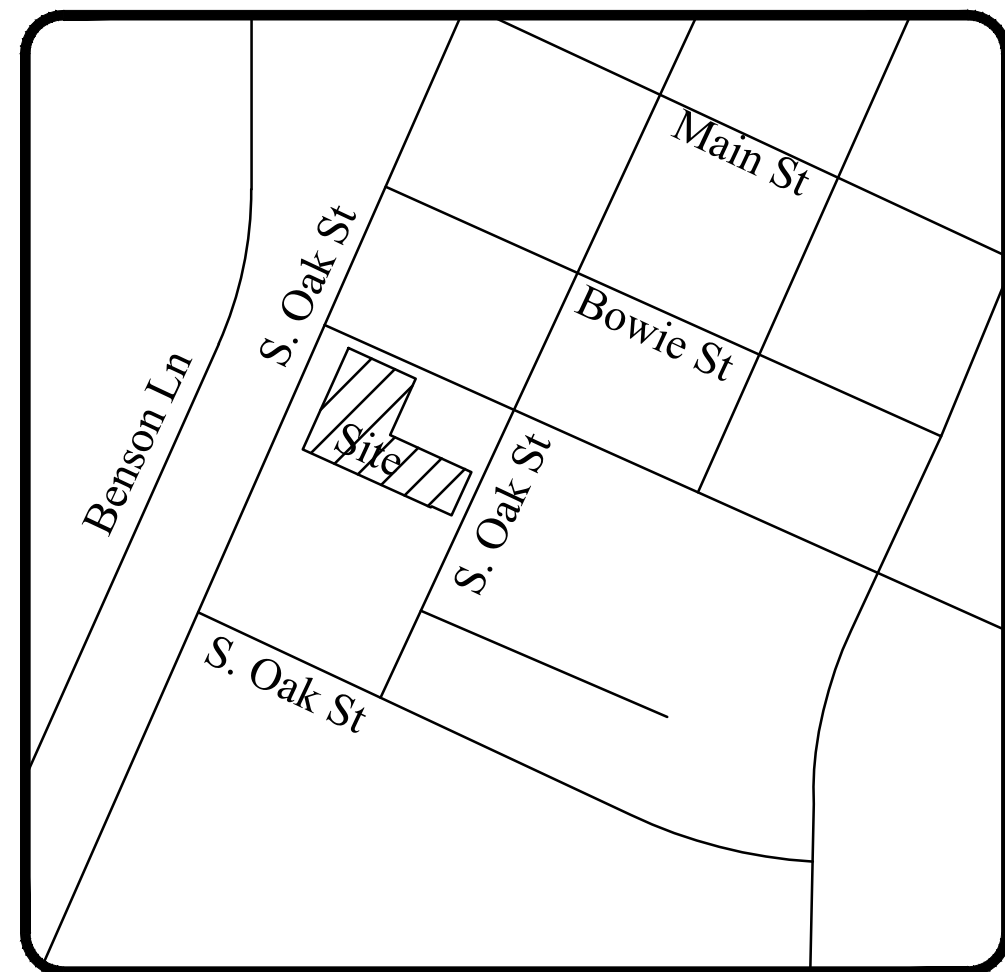
10k) Easement(s) for the purpose(s) shown below and rights incidental thereto as condemned by an instrument,
Entitled: Agreed Final Judgment
Court: Probate Court
Cause No.: PR-2016-00415
In favor of: the State of Texas
Purpose: temporary easement (Parcel 4TE)
Recording Date: November 13, 2020
Recording No: Clerk's File No. 2020-184739, Real Property Records, Denton County, Texas, and a certified copy of which is filed January 7, 2022, recorded under Clerk's File No. 2022-4235, Real Property Records, Denton County, Texas.
(AFFECTS, PLOTTED & SHOWN)

BEING Lot 1, Block A, of Reno Red's Addition, an addition to the City of Roanoke, Denton County, Texas, according to the plat thereof recorded under Clerk's File No. 2018-306, Plat Records, Denton County, Texas;

Save and Except the tract of 0.044 of an acre tract, in fee simple, awarded to the State of Texas by the Agreed Final Judgment under Cause No. PR-2016-00415, of which, the certified copy is filed on November 13, 2020, under Clerk's File No. 2020-184739, Real Property Records, Denton County, Texas, and a certified copy of which is filed January 7, 2022, recorded under Clerk's File No. 2022-4235, Real Property Records, Denton County, Texas.

Vicinity Map

NOT TO SCALE



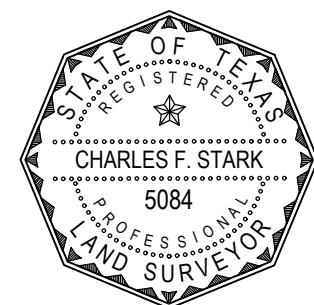
ALTA/NSPS Land Title Survey

Lot 1, Block A, of Reno Red's Addition,
an addition to the City of Roanoke, Denton County, Texas,
according to the plat thereof
recorded under Clerk's File No. 2018-306,
Plat Records, Denton County, Texas.
Situating In the D. Hoover Survey, Abstract No. 603

To: Hard Sun II Incorporated; Mission Line Enterprises, LLC as there interests may appear; Maahi LLC and/or assign; and Fidelity National Title Insurance Company.

This is to certify this map or plat and the survey on which it is based were made in accordance with the 2021 Minimum Standard Detail Requirements for ALTA/NSPS Land Title Survey, jointly established and adopted by ALTA and NSPS, and includes Items 2, 3, 4, 6(a), 6(b), 7(a), 7(b)(1), 8, 9, 10, 13, 16, 17 and 19 of Table A thereof. The fieldwork was completed on September 17, 2024.

Charles F Stark 09/23/2024
Charles F. Stark, RPLS
Texas Registration No. 5084



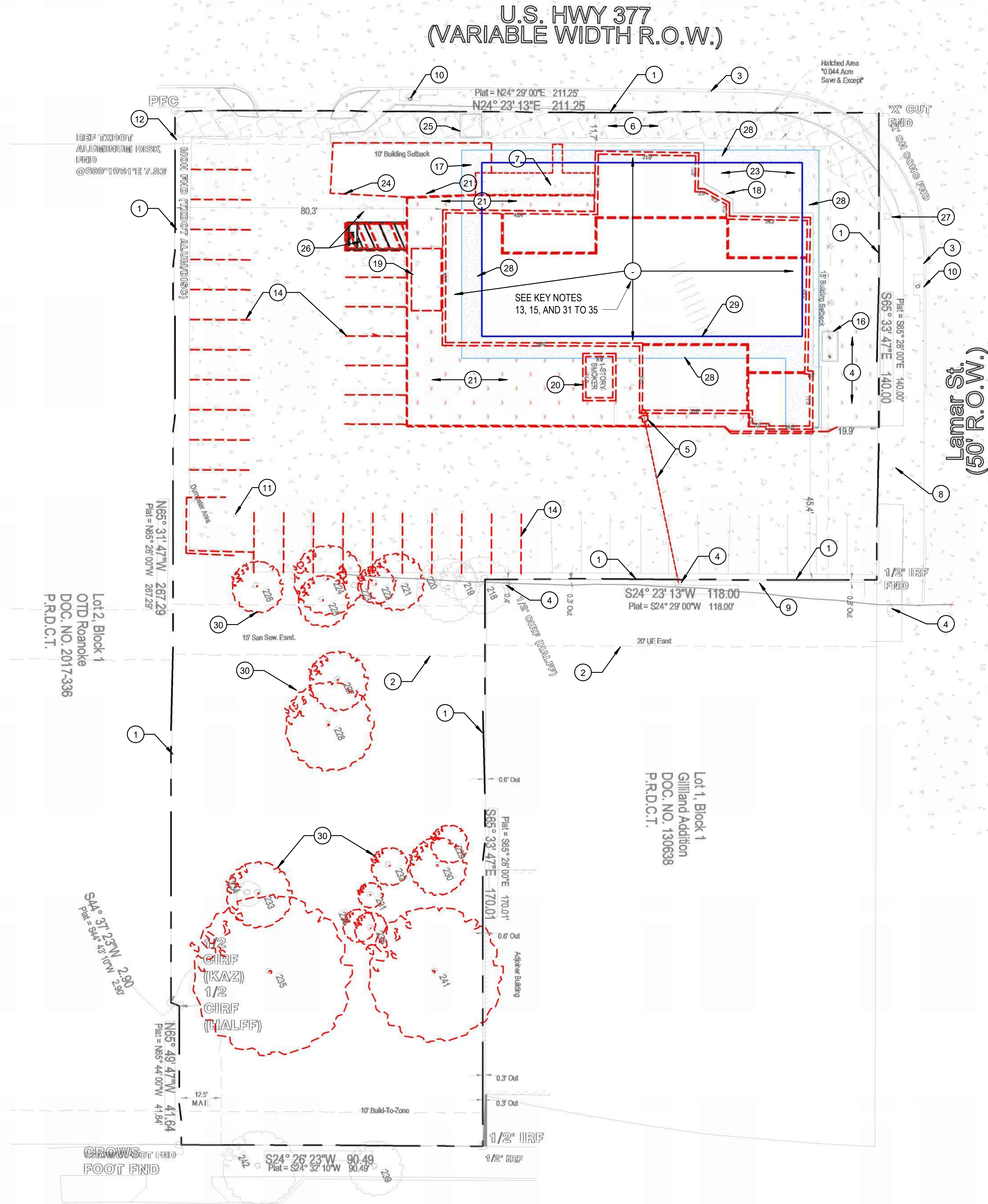
USE OF THIS ELECTRONIC SEAL/SIGNATURE
AUTHORIZED BY CHARLES F. STARK, R.P.L.
TEXAS REGISTRATION NO. 5084

PROJECT NO. 538-10437 DRAWN: ZDS SHEET 1 OF 1

EXISTING BUILDING INFO

LOCATION: 304 US-377 ROANOKE TX 76262

EXISTING BUILDING ONE STORY CINDER BLOCK BUILDING
BUILDING HEIGHT = 11.6' FFE = 649.354' (6.123 S.F.)



DEMOLITION SITE PLAN GENERAL NOTES

1. ATTENTION ALL USERS OF THESE DRAWINGS, GENERAL CONTRACTORS, SUB-CONTRACTORS, MANUFACTURERS AND SUPPLIERS: CAREFULLY AND THOROUGHLY REVIEW THESE GENERAL NOTES. IT IS YOUR RESPONSIBILITY TO KNOW AND ADHERE TO THESE REQUIREMENTS. IF CONFLICT OCCURS, CONTACT DESIGNER/ENGINEER PRIOR TO COMMENCEMENT OF WORK.
2. DO NOT SCALE DRAWINGS.
3. FIELD VERIFY EXISTING CONDITIONS PRIOR TO DEMOLITION WORK. NOTIFY DESIGNER/ENGINEER IF DISCREPANCIES ARISE IN THE FIELD WHICH MAY ALTER DESIGN PRIOR TO COMMENCEMENT OF WORK.
4. GENERAL CONTRACTOR SHALL COORDINATE ALL EXISTING MECHANICAL, PLUMBING, SEWER, ELECTRICAL AND GENERAL CONSTRUCTION WORK SHOWN AT VARIOUS LOCATIONS THROUGHOUT THE DRAWINGS WHETHER OR NOT CROSS-REFERENCED. EXISTING MECHANICAL, PLUMBING, SEWER, ELECTRICAL ITEMS MAY OCCUR WHICH ARE NOT SHOWN ON PLANS.
5. ALL DEMOLITION WORK SHALL COMPLY WITH ALL APPLICABLE BUILDING CODES, FEDERAL, STATE, AND LOCAL CODES AND REGULATIONS, HAVING JURISDICTION OVER THIS PROJECT.
6. REMOVE ALL EXISTING SITE DEBRIS AND OTHER ASSOCIATED ITEMS THROUGHOUT THE SCOPE OF WORK.
7. PRIOR TO REMOVAL OF EXISTING MECHANICAL, PLUMBING, SEWER, ELECTRICAL, FIXTURES, TELEPHONE BOXES, POWER POLES, LIGHT POLES OR OTHER ASSOCIATED ITEMS, TERMINATE SERVICE, REMOVE FITTINGS AND ALL ASSOCIATED ITEMS. DISCONNECT AND CAP LINES, REMOVE UNUSED LINES TO THE FULLEST EXTENT POSSIBLE, AT LEAST TO BELOW SUBSTRATE OF SCHEDULED WORK.
8. ALL DEMOLITION WORK REQUIRED IS NOT LIMITED TO THAT INDICATED ON PLAN. THE INTENT IS TO REMOVE ALL MECHANICAL, PLUMBING, ELECTRICAL, AND DESIGNER/ENGINEER ITEMS TO FACILITATE NEW CONSTRUCTION. PATCH AND REPAIR AS REQUIRED TO ACCOMMODATE NEW CONSTRUCTION.
9. ANY WORK WHICH INTERFERES, OR CAUSES INTERRUPTION OF SERVICES, INCLUDING THE SHUTDOWN OF UTILITIES, SHALL BE PERFORMED AT A TIME APPROVED BY THE OWNER OR OWNERS REPRESENTATIVE.
10. PRIOR TO DEMOLITION, CONTRACTOR SHALL INSPECT ALL AREAS IN WHICH WORK WILL BE PERFORMED. DOCUMENT ALL PROPERTIES WHICH MAY BE CONSTRUED AS DAMAGE RESULTING FROM DEMOLITION AND NOTIFY DESIGNER/ENGINEER PRIOR TO STARTING WORK.
11. NOTIFY DESIGNER/ENGINEER IF ANY EXISTING ITEMS, OR DRAWING DISCREPANCIES, CONFLICT WITH THE INTENDED FINAL PRODUCT PRIOR TO DEMOLITION OR CONSTRUCTION.
12. THE EXISTING SITE INFORMATION SHOWN WAS COMPILED FROM DRAWINGS FURNISHED BY THE SURVEYOR. ACTUAL CONDITIONS MAY VARY. CONTRACTOR IS TO VERIFY ALL CONDITIONS PRIOR TO START OF WORK.
13. PROVIDE TEMPORARY BARRICADES AND OTHER FORMS OF PROTECTION, AS REQUIRED, TO PROTECT ALL PERSONNEL AND THE GENERAL PUBLIC FROM INJURY DURING DEMOLITION AND CONSTRUCTION.
14. PROVIDE SHORING, BRACING, OR SUPPORT TO PREVENT MOVEMENT, SETTLEMENT, DAMAGE, OR COLLAPSE OF EXISTING OR NEW STRUCTURES, FINISHES, UTILITIES, AND OTHER ITEMS DURING DEMOLITION OR CONSTRUCTION WORK.
15. ALL AREAS EXISTING TO REMAIN SHALL BE PROTECTED AND IF DAMAGED, SHALL BE PATCHED, REPAIRED, AND FINISHED, OR REPLACED, TO MATCH EXISTING ADJACENT SURFACES AT NO ADDITIONAL COST TO THE OWNER.
16. CONTRACTOR TO PROTECT ADJACENT PROPERTIES FROM EXCESSIVE DUST, DEBRIS, NOISE, OR DISRUPTION OF DAILY OPERATIONS.
17. ALL DEBRIS CAUSED BY DEMOLITION AND CONSTRUCTION SHALL BE CLEARED AND REMOVED FROM SITE ON A DAILY BASIS.
18. IN ADDITION TO WORK SHOWN ALTERING EXISTING CONSTRUCTION, ALL HOLES AND OPENINGS CREATED BY DEMOLITION, OR REMOVAL, SHALL BE PATCHED, REPAIRED, AND MADE READY FOR NEW CONSTRUCTION.

DEMOLITION PLAN KEY NOTES

1. EXISTING PROPERTY LINE
2. EXISTING EASEMENT TO REMAIN
3. EXISTING SIDEWALK TO REMAIN
4. EXISTING POWER POLE/O H. POWER TO REMAIN
5. EXISTING POWER POLE/O H. POWER TO BE DEMOLISHED
6. EXISTING LANDSCAPE TO REMAIN THIS AREA.
7. REMOVE EXISTING PAVING AND ASSOCIATED ITEMS. PREP AREA TO RECEIVE NEW CONSTRUCTION
8. EXISTING CONCRETE APRON TO REMAIN
9. EXISTING SITE FENCING AND ASSOCIATED ITEMS TO REMAIN
10. EXISTING STORM DRAIN AND ASSOCIATED ITEMS TO REMAIN. PROTECT TO FULLEST EXTENT DURING CONSTRUCTION
11. EXISTING DUMPSTER TO BE REMOVED
12. EXISTING TXDOT ALUM/DISC TO REMAIN. PROTECT TO FULLEST EXTENT DURING CONSTRUCTION
13. REMOVE EXISTING BUILDING AND ASSOCIATED ITEMS. PREP EXISTING CONCRETE SITE TO RECEIVE NEW CONCRETE SITE CONSTRUCTION
14. REMOVE EXISTING PARKING STRIPING
15. REMOVE EXISTING ANTIQUE ITEMS. COORDINATE WITH THE OWNER
16. EXISTING GREASE INTERCEPTOR TO REMAIN. PROTECT TO FULLEST EXTENT DURING CONSTRUCTION
17. REMOVE PORTION OF EXISTING PARKING; PREP AREA TO RECEIVE NEW CONSTRUCTION
18. REMOVE/RELOCATE EXISTING SITE ITEMS THIS AREA AS REQUIRED FOR NEW CONSTRUCTION. COORDINATE WITH THE OWNER. PREP AREA TO RECEIVE NEW CONSTRUCTION
19. REMOVE EXISTING CONCRETE APRON AND ASSOCIATED ITEMS. PREP AREA TO RECEIVE NEW CONSTRUCTION
20. REMOVE EXISTING ONE STORY SMOKER. PREP AREA TO RECEIVE NEW CONSTRUCTION
21. REMOVE EXISTING LANDSCAPING THIS AREA. PREP AREA TO RECEIVE NEW CONSTRUCTION
22. REMOVE EXISTING WOOD CURB AND ASSOCIATED ITEMS FULL WIDTH. PREP AREA TO RECEIVE NEW CONSTRUCTION
23. PORTION OF EXISTING LANDSCAPE TO BE REMOVED
24. REMOVE PORTION OF CONCRETE. PREP AREA TO RECEIVE NEW CONSTRUCTION.
25. EXISTING CONCRETE CULVERT AND INLET TO REMAIN.
26. REMOVE EXISTING ACCESSIBLE AISLE STRIPING. PREP AREA TO RECEIVE NEW ACCESSIBLE AISLE STRIPING
27. EXISTING SIGNAGE TO REMAIN
28. LIGHT BLUE HATCHED AREA INDICATES FUTURE CONCRETE SIDEWALK; PREP AREA TO RECEIVE NEW CONSTRUCTION.
29. BLUE LINE INDICATES EXTENTS OF PROPOSED FUTURE CONSTRUCTION FOOTPRINT
30. REMOVE EXISTING TREES
31. REMOVE CONCRETE AND ALL FLOORING TO ALLOW FOR NEW FOUNDATION.
32. EXISTING EXTERIOR DOOR/WINDOW/STOREFRONT TO BE DEMOLISHED.
33. REMOVE ALL INTERIOR PARTITION WALLS, DOORS, AND ANY ASSOCIATED MEP CONNX..
34. REMOVE ALL MILLWORK AND ANY ASSOCIATED MECHANICAL, ELECTRICAL AND PLUMBING CONNECTIONS.
35. REMOVE ALL KITCHEN EQUIPMENT. REMOVE COOLER&FREEZER.

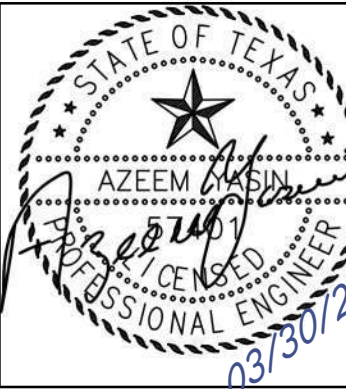
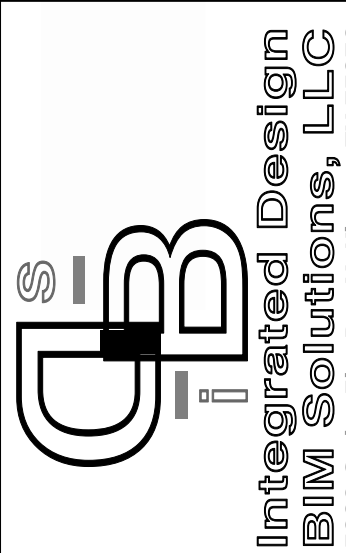
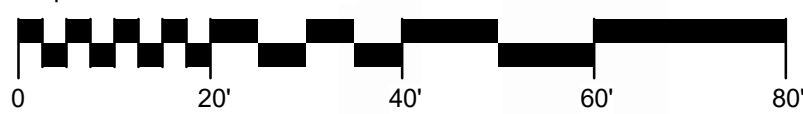
LEGEND

- INDICATES ITEM TO BE DEMOLISHED
- INDICATES ITEM TO REMAIN

DEMOLITION PLAN

1" = 20'-0"

Graphic Scale: 1 inch = 20 feet



DEMOLITION FOR NEW LIQUOR KING - ROANOKE

304 S Hwy 377
ROANOKE TX 76262

RELEASE:
No. Description Date

DEMOLITION PLAN

Project number 2024-064
Date 03.30.2025
Drawn by AA
Checked by AA

AD-100
Scale As indicated

EXISTING BUILDING INFO

LOCATION: 304 US-377 ROANOKE TX 76262

EXISTING BUILDING ONE STORY CINDER BLOCK BUILDING
BUILDING HEIGHT = 11'.6" FFE = 649.354' (6.123 S.F.)

NOTE:

SHADED AREA (IN RED) INDICATES EXISTING BUILDING
TO BE DEMOLISHED ENTIRELY



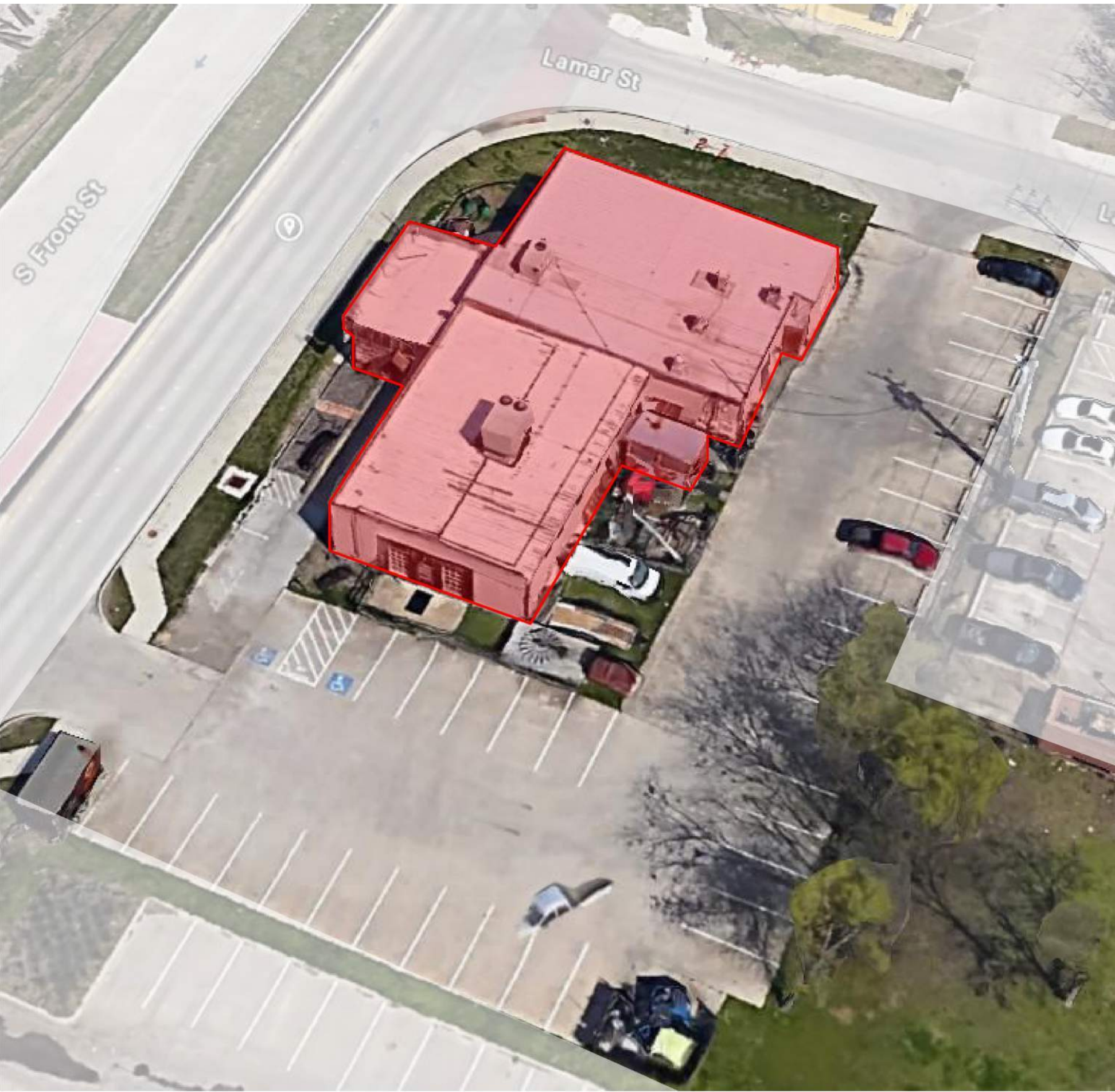
NORTH EAST



SOUTH EAST



NORTH WEST



SOUTH WEST

DEMOLITION SITE PLAN GENERAL NOTES

1. ATTENTION ALL USERS OF THESE DRAWINGS, GENERAL CONTRACTORS, SUB-CONTRACTORS, MANUFACTURERS AND SUPPLIERS: CAREFULLY AND THOROUGHLY REVIEW THESE GENERAL NOTES. IT IS YOUR RESPONSIBILITY TO KNOW AND ADHERE TO THESE REQUIREMENTS. IF CONFLICT OCCURS, CONTACT DESIGNER/ENGINEER PRIOR TO COMMENCEMENT OF WORK.
2. DO NOT SCALE DRAWINGS.
3. FIELD VERIFY EXISTING CONDITIONS PRIOR TO DEMOLITION WORK. NOTIFY DESIGNER/ENGINEER IF DISCREPANCIES ARISE IN THE FIELD WHICH MAY ALTER DESIGN PRIOR TO COMMENCEMENT OF WORK.
4. GENERAL CONTRACTOR SHALL COORDINATE ALL EXISTING MECHANICAL, PLUMBING, SEWER, ELECTRICAL AND GENERAL CONSTRUCTION WORK SHOWN AT VARIOUS LOCATIONS THROUGHOUT THE DRAWINGS WHETHER OR NOT CROSS-REFERENCED. EXISTING MECHANICAL, PLUMBING, SEWER, ELECTRICAL ITEMS MAY OCCUR WHICH ARE NOT SHOWN ON PLANS.
5. ALL DEMOLITION WORK SHALL COMPLY WITH ALL APPLICABLE BUILDING CODES, FEDERAL, STATE, AND LOCAL CODES AND REGULATIONS, HAVING JURISDICTION OVER THIS PROJECT.
6. REMOVE ALL EXISTING SITE DEBRIS AND OTHER ASSOCIATED ITEMS THROUGHOUT THE SCOPE OF WORK.
7. PRIOR TO REMOVAL OF EXISTING MECHANICAL, PLUMBING, SEWER, ELECTRICAL, FIXTURES, TELEPHONE BOXES, POWER POLES, LIGHT POLES OR OTHER ASSOCIATED ITEMS, TERMINATE SERVICE, REMOVE FITTINGS AND ALL ASSOCIATED ITEMS, DISCONNECT AND CAP LINES, REMOVE UNUSED LINES TO THE FULLEST EXTENT POSSIBLE, AT LEAST TO BELOW SUBSTRATE OF SCHEDULED WORK.
8. ALL DEMOLITION WORK REQUIRED IS NOT LIMITED TO THAT INDICATED ON PLAN. THE INTENT IS TO REMOVE ALL MECHANICAL, PLUMBING, ELECTRICAL, AND DESIGNER/ENGINEER ITEMS TO FACILITATE NEW CONSTRUCTION. PATCH AND REPAIR AS REQUIRED TO ACCOMMODATE NEW CONSTRUCTION.
9. ANY WORK WHICH INTERFERES, OR CAUSES INTERRUPTION OF SERVICES, INCLUDING THE SHUTDOWN OF UTILITIES, SHALL BE PERFORMED AT A TIME APPROVED BY THE OWNER OR OWNERS REPRESENTATIVE.
10. PRIOR TO DEMOLITION, CONTRACTOR SHALL INSPECT ALL AREAS IN WHICH WORK WILL BE PERFORMED. DOCUMENT ALL PROPERTIES WHICH MAY BE CONSTRUED AS DAMAGE RESULTING FROM DEMOLITION AND NOTIFY DESIGNER/ENGINEER PRIOR TO STARTING WORK.
11. NOTIFY DESIGNER/ENGINEER IF ANY EXISTING ITEMS, OR DRAWING DISCREPANCIES, CONFLICT WITH THE INTENDED FINAL PRODUCT PRIOR TO DEMOLITION OR CONSTRUCTION.
12. THE EXISTING SITE INFORMATION SHOWN WAS COMPILED FROM DRAWINGS FURNISHED BY THE SURVEYOR. ACTUAL CONDITIONS MAY VARY. CONTRACTOR IS TO VERIFY ALL CONDITIONS PRIOR TO START OF WORK.
13. PROVIDE TEMPORARY BARRICADES AND OTHER FORMS OF PROTECTION, AS REQUIRED, TO PROTECT ALL PERSONNEL AND THE GENERAL PUBLIC FROM INJURY DURING DEMOLITION AND CONSTRUCTION.
14. PROVIDE SHORING, BRACING, OR SUPPORT TO PREVENT MOVEMENT, SETTLEMENT, DAMAGE, OR COLLAPSE OF EXISTING OR NEW STRUCTURES, FINISHES, UTILITIES, AND OTHER ITEMS DURING DEMOLITION OR CONSTRUCTION WORK.
15. ALL AREAS EXISTING TO REMAIN SHALL BE PROTECTED AND IF DAMAGED, SHALL BE PATCHED, REPAIRED, AND FINISHED, OR REPLACED, TO MATCH EXISTING ADJACENT SURFACES AT NO ADDITIONAL COST TO THE OWNER.
16. CONTRACTOR TO PROTECT ADJACENT PROPERTIES FROM EXCESSIVE DUST, DEBRIS, NOISE, OR DISRUPTION OF DAILY OPERATIONS.
17. ALL DEBRIS CAUSED BY DEMOLITION AND CONSTRUCTION SHALL BE CLEARED AND REMOVED FROM SITE ON A DAILY BASIS.
18. IN ADDITION TO WORK SHOWN ALTERING EXISTING CONSTRUCTION, ALL HOLES AND OPENINGS CREATED BY DEMOLITION, OR REMOVAL, SHALL BE PATCHED, REPAIRED, AND MADE READY FOR NEW CONSTRUCTION.



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ARLINGTON, TX 76011
T: 817 459 1420
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AZEEM@2CMDNC.COM

Integrated Design
BIM Solutions, LLC
5000 Cedar Elm Dr., McKinney, TX 75070

STATE OF TEXAS
AZEEM AZEEM
Professional Engineer
03/30/2025

DEMOLITION FOR NEW LIQUOR KING - ROANOKE
304 S Hwy 377
ROANOKE TX 76262

RELEASE:
No. Description Date

DEMOLITION 3D
VIEWS

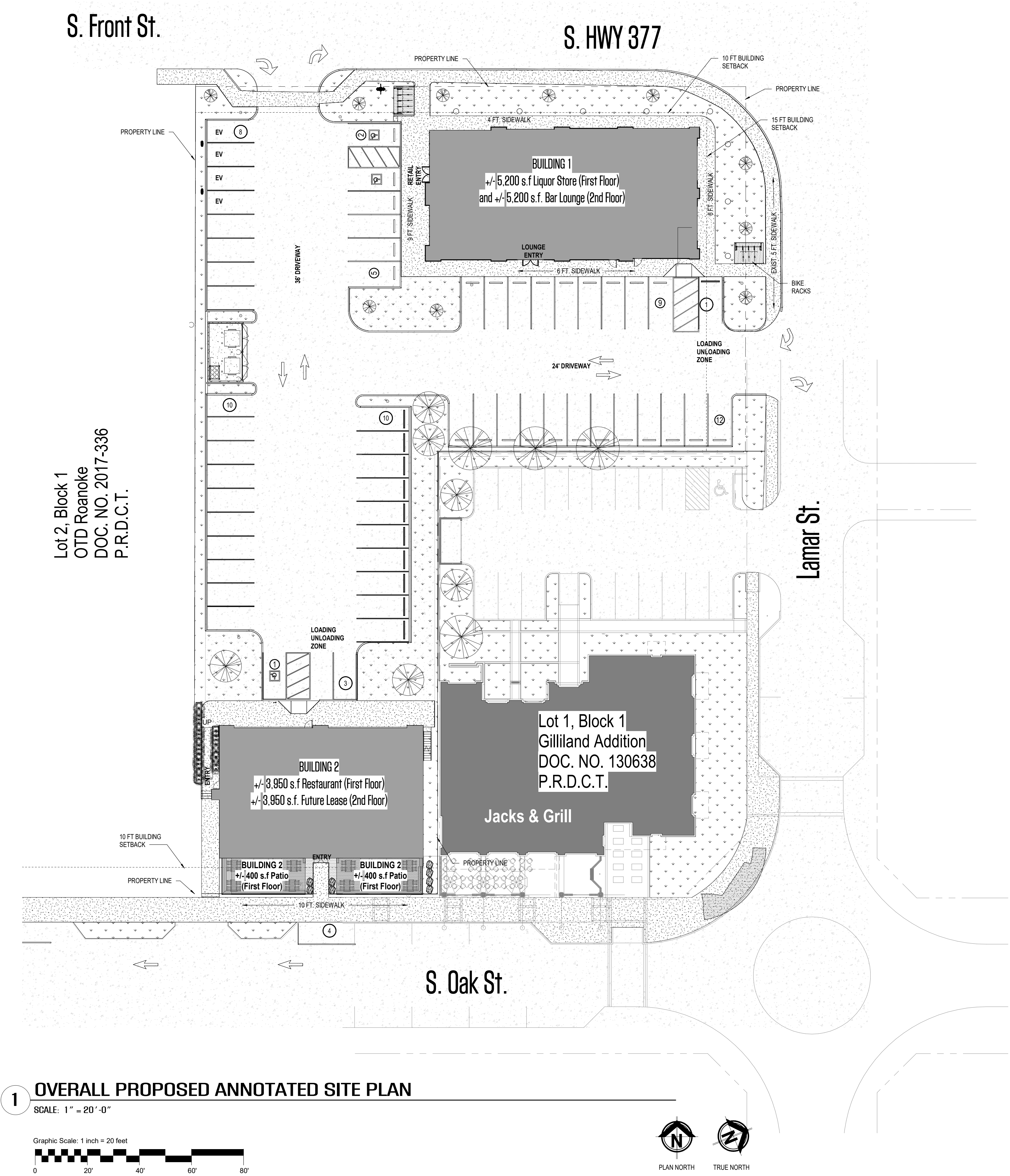
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Date	03.30.2025
Drawn by	AA
Checked by	AA

AD-101

Scale As indicated

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Page 98 of 135



**BUILDING 1
PROJECT INFO & PLANS AREAS**

LOCATION: 304 US-377 ROANOKE TX 76262

NEW CONSTRUCTION FIRST FLOOR - LIQUOR STORE
SECOND FLOOR - LOUNGE

OVERALL CONDITIONED LIVING AREAS UNDER ROOF

FIRST FLOOR HVAC GROSS AREA 5,200 S.F.
SECOND FLOOR HVAC GROSS AREA 5,200 S.F.
TOTAL GROSS HVAC AREA 10,400 S.F.

**BUILDING 2
PROJECT INFO & PLANS AREAS**

LOCATION: 304 US-377 ROANOKE TX 76262

NEW CONSTRUCTION FIRST FLOOR - TAVERNA
SECOND FLOOR - TAVERNA

OVERALL CONDITIONED LIVING AREAS UNDER ROOF

FIRST FLOOR HVAC GROSS AREA 3,950 S.F.
SECOND FLOOR HVAC GROSS AREA 3,950 S.F.
TOTAL GROSS HVAC AREA 7,900 S.F.

UNCONDITIONED PATIO AREA

FIRST FLOOR OUTDOOR PATIO 800 S.F.
TOTAL PROPOSED S.F. 8,700 S.F.

PARKING TABULATIONS:

BUILDING 1 AREA = 10,400 S.F.
BUILDING 2 AREA = 8,700 S.F. (INCLUDING OUTDOOR PATIOS)
TOTAL BUILDINGS AREAS = 19,100 S.F.

TOTAL PARKING SPACES REQUIRED: 19,100 S.F. / 350 S.F. = 55 SPACES

PARKING SPACES PROVIDED: 58 SPACES ON SITE, 54 REGULAR & 4 E.V. SPACES
PARKING SPACES PROVIDED: 4 SPACES ON STREET
PARKING SPACES PROVIDED: 62 SPACES TOTAL
ACCESSIBLE REQUIRED: 1 PER 25 = 3 SPACES
ACCESSIBLE PROVIDED: 3 SPACES ON SITE

"Site Plan Zoning Exhibit"

Project Name: Liquor King

Acreage: 1.041 ACRES (45,334 S.F.)

Property Sq Ft: 6,123 Existing Restaurant

PROPOSED USE 10,400 S.F. New Liquor Store & Lounge
8,700 S.F. New Restaurant Taverna
(Including Outdoor Patios)

Subdivision: DIVISION 15. OAK STREET CORRIDOR
ZONING DISTRICT¹

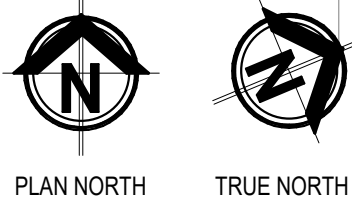
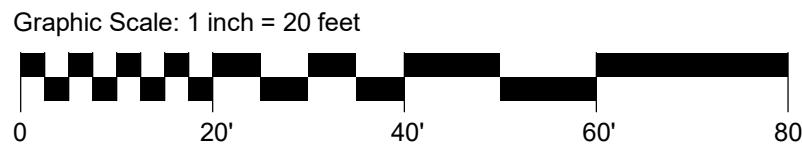
Legal Description: Reno Red's Addition,
LOT 1, Block A

Property ID: 2018-306

City of Roanoke: Denton County

Submission Date: September 30, 2025

1 OVERALL PROPOSED ANNOTATED SITE PLAN
SCALE: 1" = 20'-0"



NEW LIQUOR KING - ROANOKE
304 S Hwy 377
ROANOKE TX 76262

1307 HILLARY LANE
ARLINGTON, TX 76011
T: 817 459 1420
F: 817 423 6724
AAZEEH@2CMDINC.COM

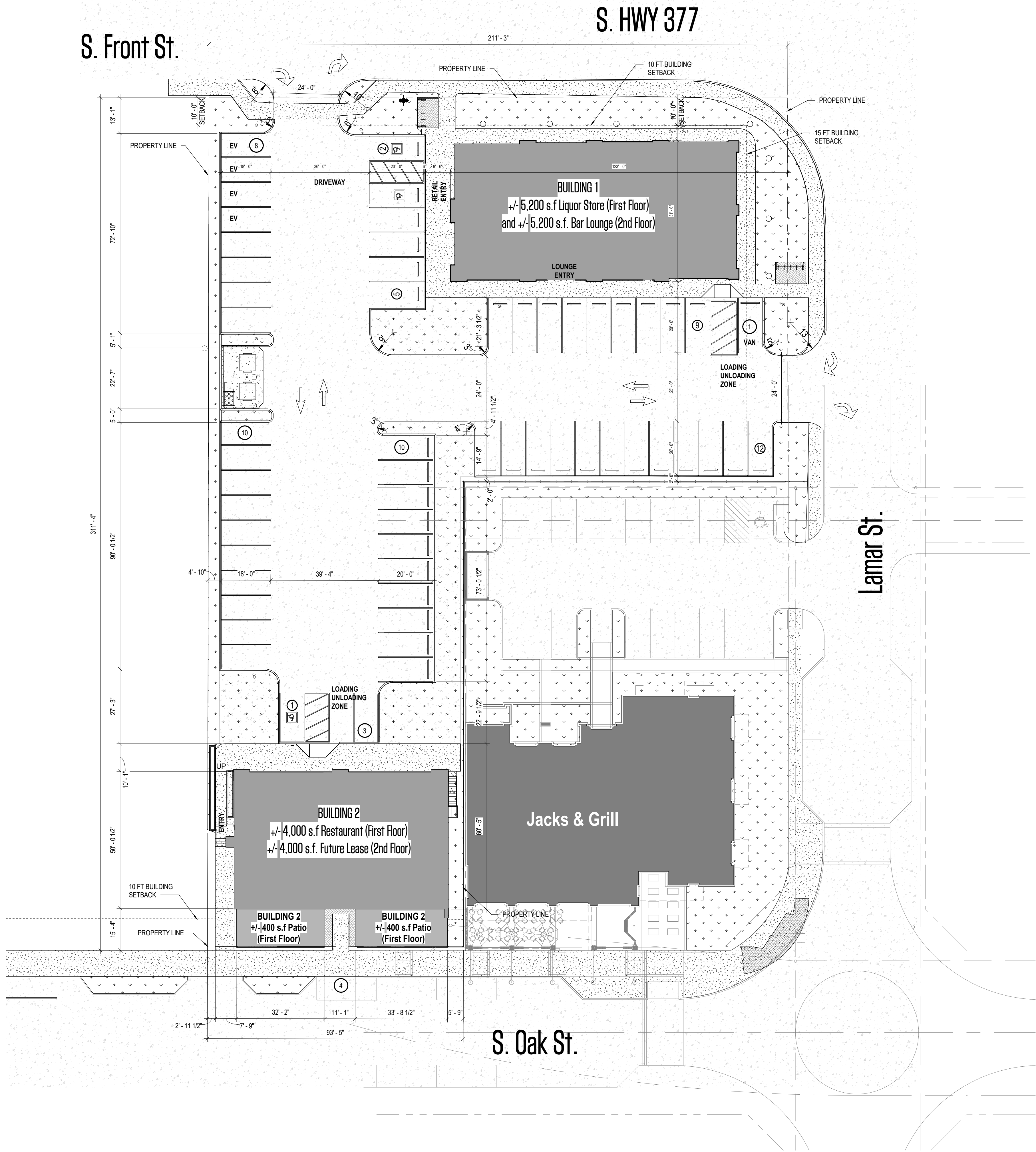
5000 Cedar Elm Dr., McKinney, TX 75070

RELEASE:
No. Description Date

PROPOSED ANNOTATED SITE PLAN

Project number	2024-064
Date	07.08.2025
Drawn by	AA
Checked by	AA

A100
Scale 1" = 20'-0"



1 OVERALL PROPOSED DIMENSIONED SITE PLAN
SCALE: 1" = 20'-0"
Graphic Scale: 1 inch = 20 feet

BUILDING 1 PROJECT INFO & PLANS AREAS	
LOCATION:	304 US-377 ROANOKE TX 76262
NEW CONSTRUCTION	FIRST FLOOR - LIQUOR STORE SECOND FLOOR - B&BINGENGE
OVERALL CONDITIONED LIVING AREAS UNDER ROOF	
FIRST FLOOR HVAC GROSS AREA	5,200 S.F.
SECOND FLOOR HVAC GROSS AREA	6,290 S.F.
TOTAL GROSS HVAC AREA	9,090 S.F.

BUILDING 2 PROJECT INFO & PLANS AREAS	
LOCATION:	304 US-377 ROANOKE TX 76262
NEW CONSTRUCTION	FIRST FLOOR - TAVERNA SECOND FLOOR - TAVERNA
OVERALL CONDITIONED LIVING AREAS UNDER ROOF	
FIRST FLOOR HVAC GROSS AREA	3,950 S.F.
SECOND FLOOR HVAC GROSS AREA	3,950 S.F.
TOTAL GROSS HVAC AREA	7,900 S.F.
UNCONDITIONED PATIO AREA	
FIRST FLOOR OUTDOOR PATIO	800 S.F.
TOTAL PROPOSED S.F.	8,700 S.F.

PARKING TABULATIONS:

BUILDING 1 AREA = 9,930 S.F.	
BUILDING 2 AREA = 8,800 S.F. (INCLUDING OUTDOOR PATIOS)	
TOTAL BUILDINGS AREAS = 18,730 S.F.	
TOTAL PARKING SPACES REQUIRED: 18,730 S.F. / 350 S.F. = 54 SPACES	
PARKING SPACES PROVIDED:	58 SPACES ON SITE, 54 REGULAR & 4 E.V. SPACES
PARKING SPACES PROVIDED:	4 SPACES ON STREET
PARKING SPACES PROVIDED:	62 SPACES TOTAL
ACCESSIBLE REQUIRED	1 PER 25 = 3 SPACES
ACCESSIBLE PROVIDED	3 SPACES ON SITE

"Site Plan Zoning Exhibit"

Project Name:	Liquor King
Acreage:	1.041 ACRES (45,334 S.F.)
Property Sq Ft:	6,123 Existing Restaurant
PROPOSED USE	10,400 S.F. New Liquor Store & Lounge 8,700 S.F. New Restaurant Taverna (Including Outdoor Patios)
Subdivision:	DIVISION 15. OAK STREET CORRIDOR ZONING DISTRICT ¹
Legal Description:	Reno Red's Addition, LOT 1, Block A
Property ID:	2018-306
City of Roanoke:	Denton County
Submission Date:	September 30, 2025

NEW LIQUOR KING - ROANOKE

304 S Hwy 377
ROANOKE TX 76262

RELEASE:

No.	Description	Date
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PROPOSED DIMENSIONED SITE PLAN

Project number	2024-064
Date	07.08.2025
Drawn by	AA
Checked by	AA

A100.1

Scale 1" = 20'-0"

S. Front St.

S. HWY 377

Lamar St.

S. Oak St.

1 OVERALL SITE PLAN-TRAFFIC CIRCULATION

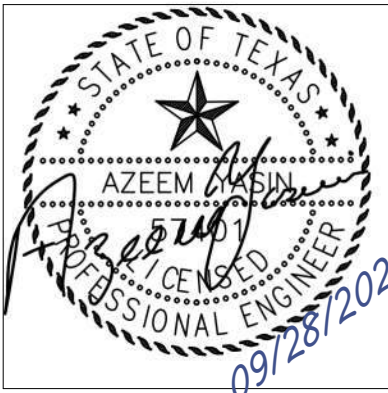
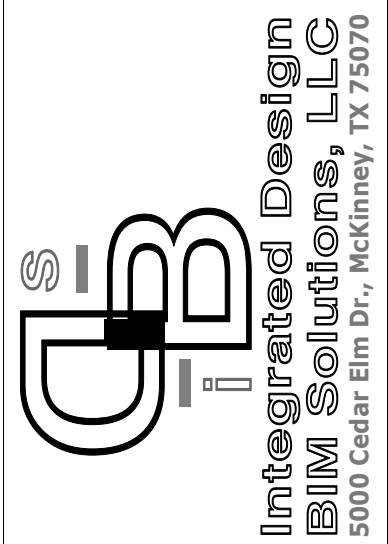
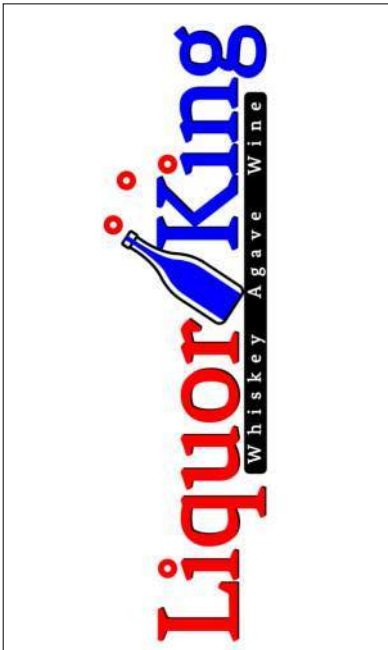
SCALE: 1" = 20'-0"
Graphic Scale: 1 inch = 20 feet



- A. ACCESSIBLE PARKING SPACES AND UNLOADING ZONES SHALL NOT SLOPE MORE THAN 1:48 (2.08%) IN ANY DIRECTION.
- B. ACCESSIBLE ROUTES SHALL NOT SLOPE MORE THAN 1:20 (5%) IN THE DIRECTION OF TRAVEL OR 1:48 (2.08%) PERPENDICULAR TO THE DIRECTION OF TRAVEL.
- C. WHERE ACCESSIBLE ROUTES CHANGE DIRECTION, THE LANDING AREA SHALL NOT SLOPE MORE THAN 1:48 (2.08%) IN ANY DIRECTION.
- D. ACCESSIBLE ROUTES SHALL NOT BE LESS THAN 3'-0" WIDE PERPENDICULAR TO THE DIRECTION OF TRAVEL.
- E. SURFACES ALONG THE ACCESSIBLE ROUTE SHALL BE SMOOTH WITH NO CHANGES IN LEVEL EXCEEDING 1/4". TRANSITIONS BETWEEN MATERIALS ALONG AN ACCESSIBLE ROUTE SHALL BE FLUSH.
- F. REFER TO SECTION 4 IN THE LATEST EDITION OF THE TEXAS ACCESSIBILITY STANDARDS FOR FURTHER REQUIREMENTS FOR ACCESSIBLE ROUTES.

"Site Plan Zoning Exhibit"

Project Name:	Liquor King
Acreage:	1.041 ACRES (45,334 S.F.)
Property Sq Ft:	6,123 Existing Restaurant
PROPOSED USE	10,400 S.F. New Liquor Store & Lounge 8,700 S.F. New Restaurant Taverna (Including Outdoor Patios)
Subdivision:	DIVISION 15. OAK STREET CORRIDOR ZONING DISTRICT ¹
Legal Description:	Reno Red's Addition, LOT 1, Block A
Property ID:	2018-306
City of Roanoke:	Denton County
Submission Date:	September 30, 2025



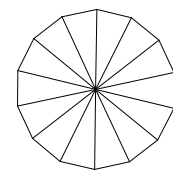
NEW LIQUOR KING - ROANOKE
304 S Hwy 377
ROANOKE TX 76262

RELEASE:
No. Description Date

OVERALL TRAFFIC
SITE PLAN

Project number 2024-064
Date 07.08.2025
Drawn by AA
Checked by AA

A100.2
Scale 1" = 20'-0"



PC	14	CHINESE PISTACHE	PISTACIA CHINENSIS	B & B	4" CAL	12'-0" TO 14'-0" HT	
DAM	?	DAMIANITA	CHRYSACTINIA MEXICANA	3 GAL		12"-24"	2' OC.
GCM	?	GULF COAST MUHLY	MUHLENBERGIA CAPILLARS	3 GAL	18"-20"	15"-18"	3' OC.
IH	?	INDIAN HAWTHORNE	MUHLENBERGIA LINDHEIMERI 'AUTUMN GLOW' TM	5 GAL			2' OC.
LAN	?	TEXAS LANTANA	LANTANA URTICOIDES	3 GAL	20"-24"	FULL	3' OC.
YS	?	YAUPON SHRUB	SALVIA GREGGII 'RED'	3 GAL	24"-48"	3 GAL	5' OC.

*Tree images by Robert O'Brien, texasreplanting.tamu.edu



CHINESE PISTACHE
DAMIANITA
GULF COAST MUHLY



TEXAS LANTANA
YAUPON SHRUB

- NEW BUILDING
- NEW CONCRETE SIDEWALK
- NEW PERMEABLE PAVING
- NEW CONCRETE FLAT WORK
- PROPERTY LINE
- ACCESSIBLE PARKING SIGN
- ACCESSIBLE PARKING SYMBOL

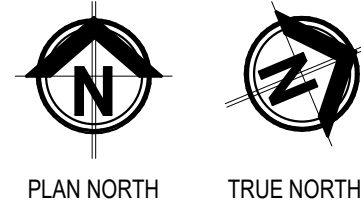
S. Front St.

S. HWY 377



1 OVERALL PROPOSED LANDSCAPE PLAN

SCALE: 1" = 20'-0"
Graphic Scale: 1 inch = 20 feet



REQUIRED LANDSCAPING	
10% OF THE TOTAL DEVELOPMENT LOT AREA SHALL BE LANDSCAPED & PERMANENTLY MAINTAINED.	
LANDSCAPE REQUIRED: 45,334 SF SITE - 19,100 BLDG SF x 10% = 2,624 SF	
LANDSCAPE PROVIDED:	= 7,911 SF

PARKING TABULATIONS:

BUILDING 1 AREA = 10,400 S.F.	
BUILDING 2 AREA = 8,700 S.F. (INCLUDING OUTDOOR PATIOS)	
TOTAL BUILDINGS AREAS = 19,100 S.F.	
TOTAL PARKING SPACES REQUIRED: 19,100 S.F. / 350 S.F. = 55 SPACES	
PARKING SPACES PROVIDED:	58 SPACES ON SITE, 54 REGULAR & 4 E.V. SPACES
PARKING SPACES PROVIDED:	4 SPACES ON STREET
PARKING SPACES PROVIDED:	62 SPACES TOTAL
ACCESSIBLE REQUIRED	1 PER 25 = 3 SPACES
ACCESSIBLE PROVIDED	3 SPACES ON SITE

"Site Plan Zoning Exhibit"

Project Name:	Liquor King
Acreage:	1.041 ACRES (45,334 S.F.)
Property Sq Ft:	6,123 Existing Restaurant
PROPOSED USE	10,400 S.F. New Liquor Store & Lounge 8,700 S.F. New Restaurant Taverna (Including Outdoor Patios)
Subdivision:	DIVISION 15. OAK STREET CORRIDOR ZONING DISTRICT ¹
Legal Description:	Reno Red's Addition, LOT 1, Block A
Property ID:	2018-306
City of Roanoke:	Denton County
Submission Date:	September 30, 2025

NEW LIQUOR KING - ROANOKE

304 S Hwy 377
ROANOKE TX 76262

RELEASE:

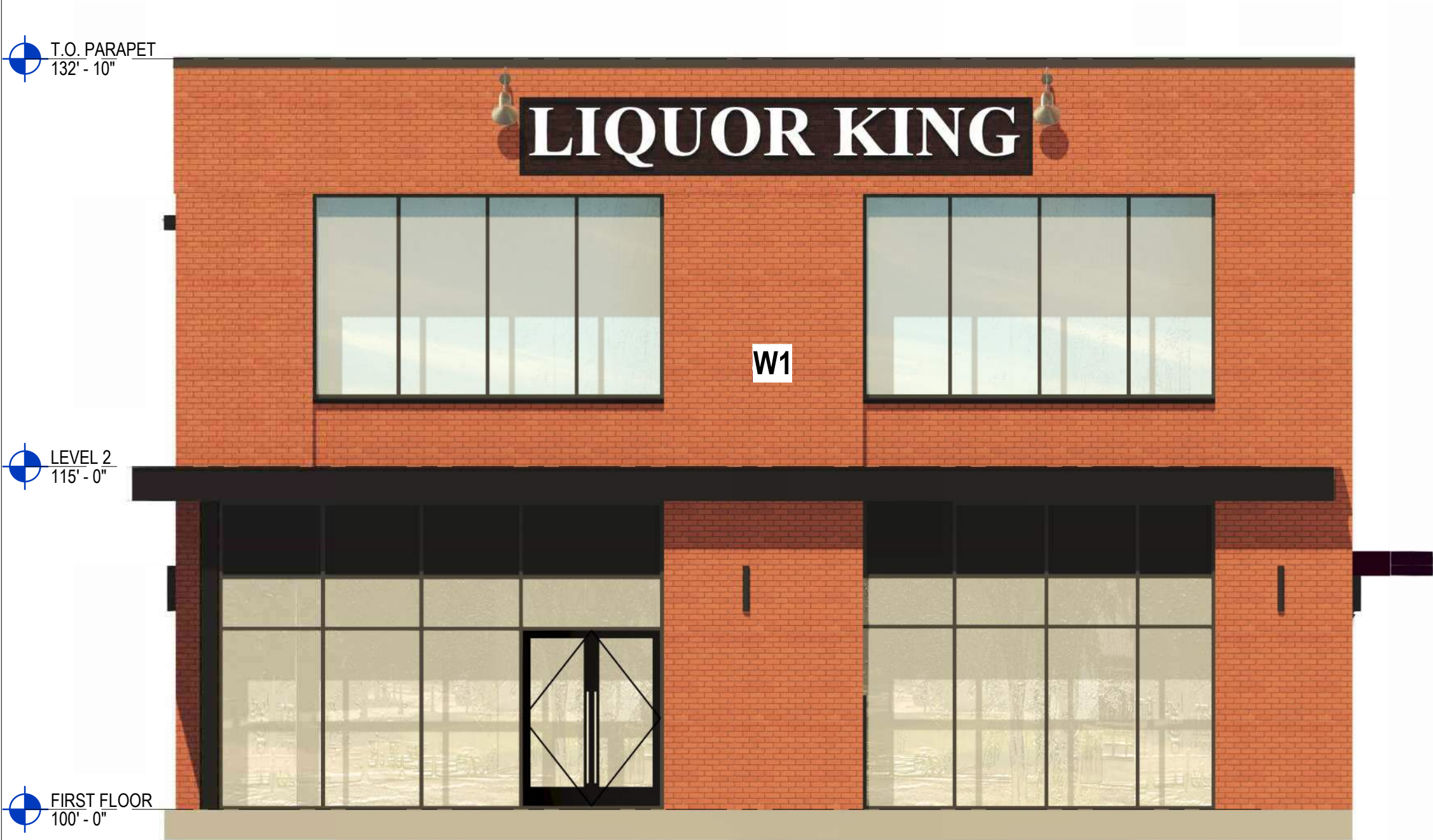
No.	Description	Date
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PROPOSED LANDSCAPE PLAN

Project number	2024-064
Date	07.08.2025
Drawn by	AA
Checked by	AA

L101

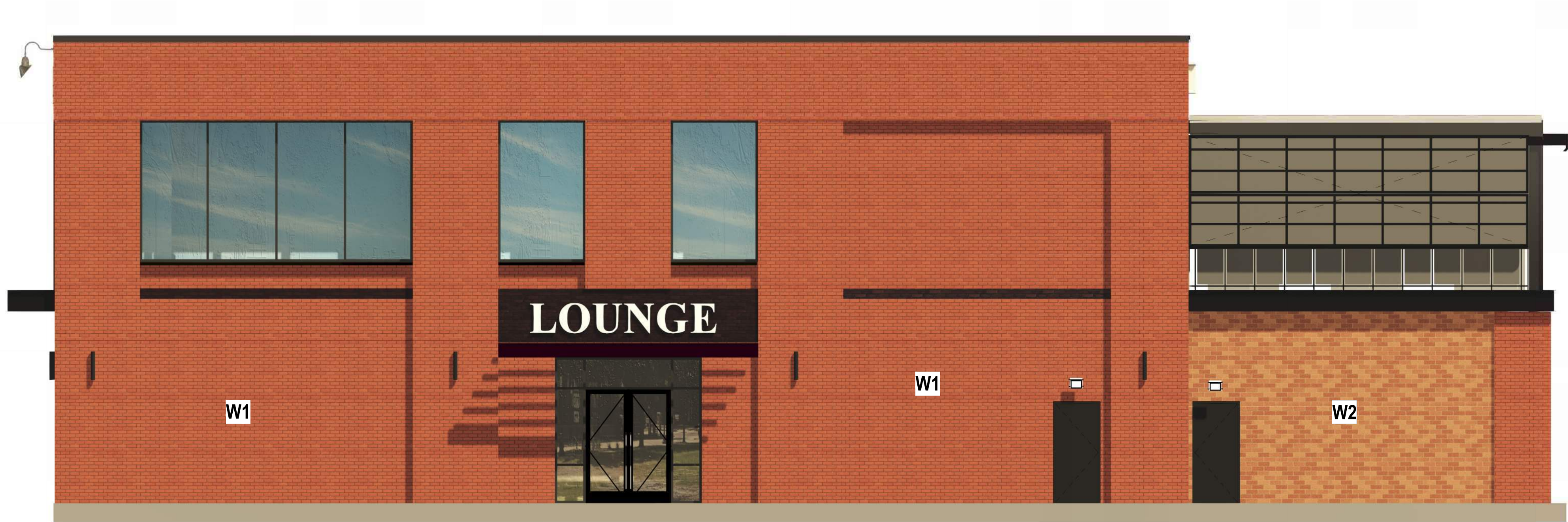
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1 FRONT ELEVATION
A-701 3/16" = 1'-0"



3 LAMAR ST. SIDE ELEVATION
A-701 3/16" = 1'-0"

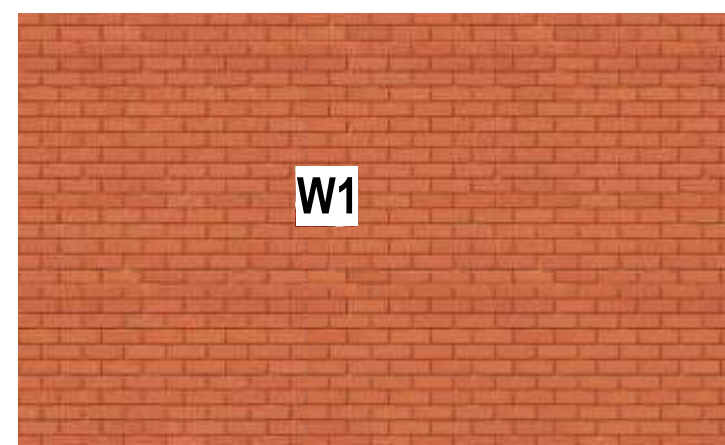


2 S. OAK SIDE ELEVATION
A-701 3/16" = 1'-0"



4 HWY 377 SIDE ELEVATION
A-701 3/16" = 1'-0"

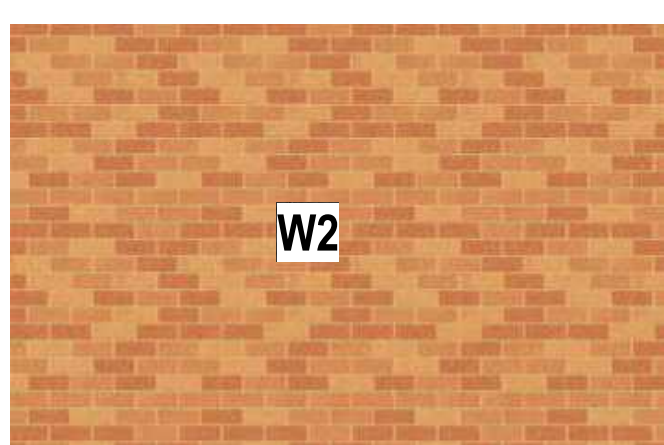
EXTERIOR ELEVATIONS/FACADE MATERIALS



NATURAL RED BRICK VENEER

ANTICO ELEMENTS

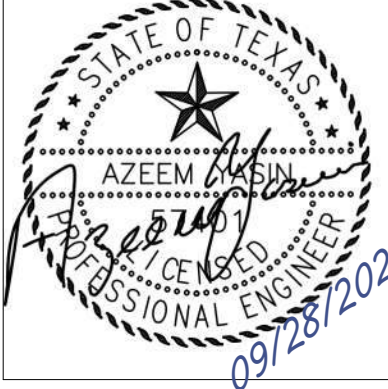
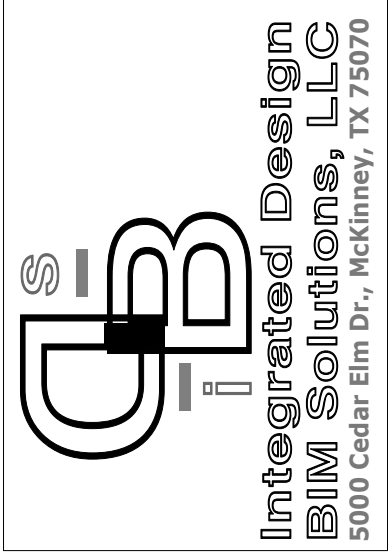
877-326-8426 /
support@anticoelements.com



NATURAL RED BRICK VENEER

ANTICO ELEMENTS

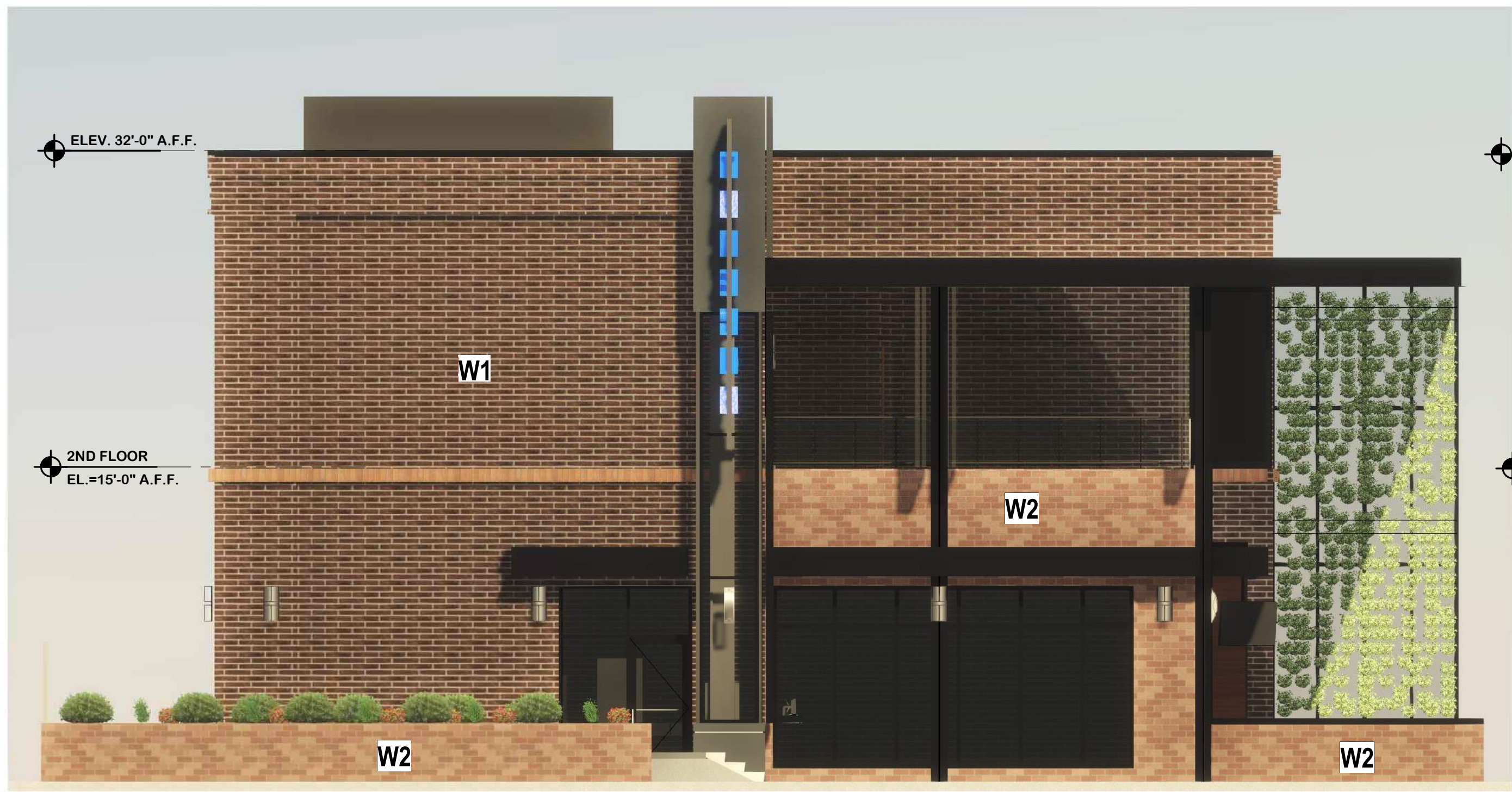
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NEW LIQUOR KING - ROANOKE
304 S HWY 377
ROANOKE TX 76262

RELEASE:
No. Description Date

PROPOSED
EXTERIOR
ELEVATIONS
BUILDING '1'
Project number 2024-064
Date 07.08.2025
Drawn by AA
Checked by AA
A103
Scale 1/8" = 1'-0"



1 EXTERIOR LEFT SIDE ELEVATION
SCALE: 3/16" = 1'-0"



2 EXTERIOR REAR ELEVATION
SCALE: 3/16" = 1'-0"



3 EXTERIOR RIGHT SIDE ELEVATION
SCALE: 3/16" = 1'-0"



4 EXTERIOR FRONT ELEVATION
SCALE: 3/16" = 1'-0"

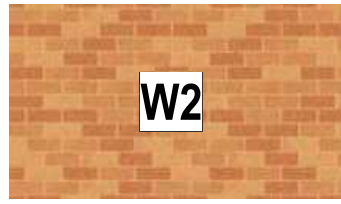
EXTERIOR ELEVATIONS/FACADE MATERIALS



NATURAL RED BRICK VENEER

ANTICO ELEMENTS

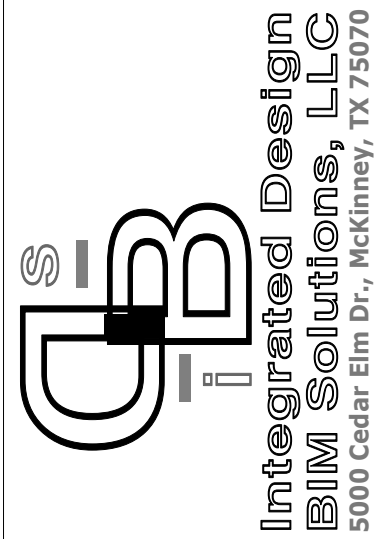
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NATURAL RED BRICK VENEER

ANTICO ELEMENTS

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NEW LIQUOR KING - ROANOKE
304 S Hwy 377
ROANOKE TX 76262

RELEASE:
No. Description Date

PROPOSED
EXTERIOR
ELEVATIONS
BUILDING '2'
Project number 2024-064
Date 07.08.2025
Drawn by AA
Checked by AA
A104
Scale 1/8" = 1'-0"



1 Perspective Entry LK
A-700



2 PERSPECTIVE PARKING
A-700



3 PERSPECTIVE LOUNGE ENTRY
A-700



4 PERSPECTIVE LAMAR ST
A-700



5 3D VIEW
A-700



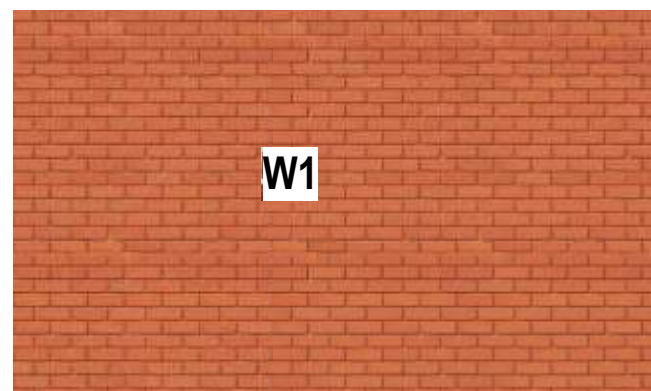
6 3D VIEW
A-700



7 3D VIEW
A-700

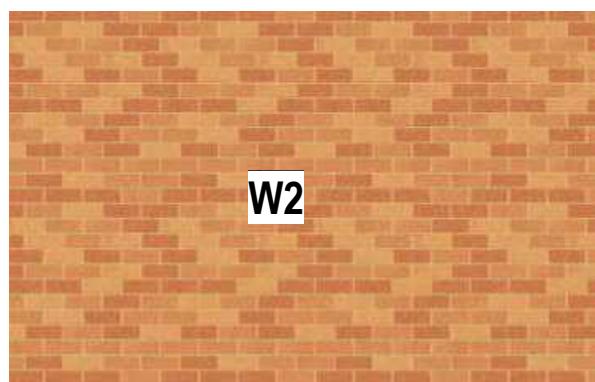


8 3D VIEW
A-700



NATURAL RED BRICK VENEER

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NATURAL RED BRICK VENEER

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1 Oak St Perspective
SCALE:



2 3D VIEW 1
SCALE:

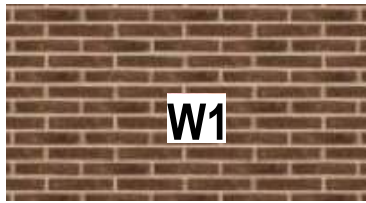


4 3D VIEW 2
SCALE:



3 3D VIEW 4
SCALE:

EXTERIOR ELEVATIONS/FACADE MATERIALS



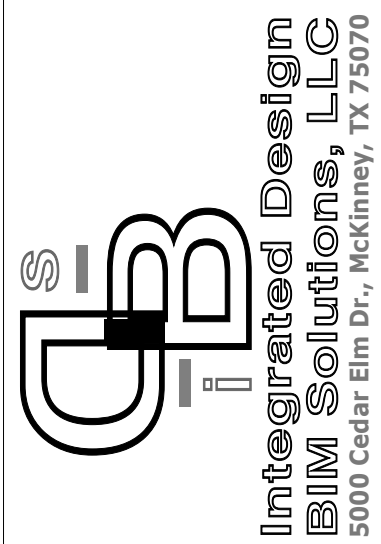
W1
NATURAL RED BRICK VENEER

ANTICO ELEMENTS
877-326-8426 /
support@anticoelements.com



W2
NATURAL RED BRICK VENEER

ANTICO ELEMENTS
877-326-8426 /
support@anticoelements.com



NEW LIQUOR KING - ROANOKE
304 S Hwy 377
ROANOKE TX 76262

RELEASE:
No. Description Date

3D VIEWS BUILDING
'2'

Project number 2024-064
Date 07.08.2025
Drawn by AA
Checked by AA

A106

Scale



CITY COUNCIL AGENDA ITEM

TO: City Council

SUBJECT: Site Plan (SP-2025-08) Roanoke Parking Garage

MEETING DATE: October 28, 2025

DEPARTMENT: Planning

ITEM SUMMARY:

Consideration and action on a Site Plan (SP-2025-08) request from the City of Roanoke for a new parking garage to be located on an approximate 0.902 acre parcel, being a part of OT Roanoke, Block 5 Lot 15R, City of Roanoke Denton County, Texas; generally located on the east of N Hwy 377 and between Main Street and Bowie Street.

INFORMATION:

The applicant is proposing to construct a new parking garage to serve the Oak Street Corridor.

Landscape - The plan demonstrates new permanently maintained landscaping.

Drainage - A drainage plan will be accepted by the engineering consultant prior to construction.

Utilities - A utility plan will be accepted by the engineering consultant prior to construction.

Parking - The parking provided exceeds the required amount for the proposed uses and will serve many generations of Roanoke residents.

STAFF RECOMMENDATION:

It is the staff's recommendation to approve the site plan and design as submitted.

SPECIAL CONSIDERATION:

The Planning and Zoning Commission unanimously recommended the site plan at their October 20 meeting.

FINANCIAL CONSIDERATION:

ATTACHMENTS:

1. Application
2. Site Plan and Elevations



CITY COUNCIL AGENDA ITEM

3. Construction and Civil Plans



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

SITE PLAN APPLICATION

FEE OF \$400.00 IS DUE WITH SUBMITTAL

Name of Applicant City of Roanoke	Address of Applicant 500 S. Oak Street, Roanoke, Texas	Phone Number and Email 940-205-5537
Legal Interest City of Roanoke		
Owner City of Roanoke	Address 500 S. Oak Street, Roanoke, Texas	Phone Number & Email 940-205-5537
Firm preparing Site Plan Package TNP inc	Address 3200 S. Interstate 35E, Suite 1129 Denton, Texas 76210	Phone Number 940-205-5537
		Email ccabre@tnpinc.com
Location of Property Corner of Hwy 377, Bowie Street, and I	Name of Addition/Subdivision Roanoke Parking Garage	Lot / Block 15R, 5
		Present Zoning HWY 377

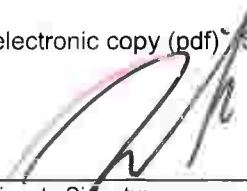
Proposed Site Plan Contains:

LAND USE	NUMBER OF LOTS	ACRES FOR USE
Single Family		
Multi-Family		
Planned Development		
Office		
Retail		
Commercial	1	0.902
Industrial		
Flood Plain		

A copy of the final plat including public right-of-way crossing and adjacent property to the subject property shall be included.

If the property is subject to a Plan Development a statement showing that the proposed use conforms to the Plan Development.

An electronic copy (pdf) Site Plan fee is \$400.00. Fees are subject to change as amended by Ordinance.


Applicants Signature

10/7/2025

Date

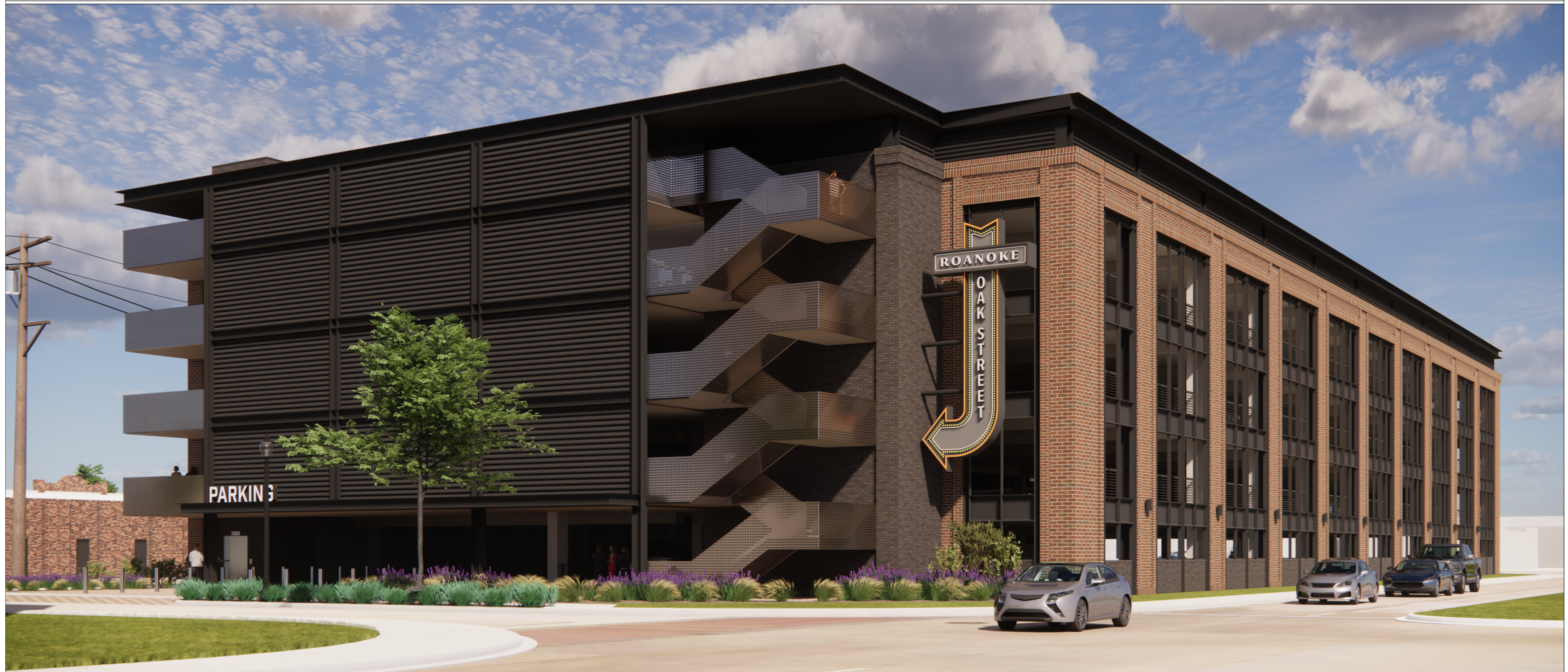
FOR OFFICE USE ONLY

Site Plan Fee	P&Z Meeting 10/20/2025	CC Meeting 10/28/2025	File for Record SP- 2025 - 08
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07/20/2023



ROANOKE MAIN STREET PARKING GARAGE



ISSUE DATES

09.23.2025 ISSUE FOR BID / PERMIT

PROJECT DIRECTORY

OWNER

CITY OF ROANOKE
500 S OAK STREET
ROANOKE, TX 76262
TEL 817.491.2411

CONTACT: CODY PETREE
EMAIL: CPETREE@ROANOKETEXAS.COM

ARCHITECT

GFF ARCHITECTS
3030 NOWIZKI WAY STE. 400
DALLAS, TX 75201
TEL 214.303.1500

CONTACT: GARRETT BARKE
EMAIL: GARRETT.BARKER@

CONSTRUCTION MANAGER
(OWNER'S DIRECT CONSULTANT)

GALLAGHER CONSTRUCTION
3501 TOKEN DR #100
RICHARDSON, TX 75082
TEL 972.633.0564

CONTACT: LANCE AARON
EMAIL: LANCE.AARON@GALLAGHERTX.COM

LANDSCAPE ARCHITECT
LAND DESIGN
5217 ALPHA RD SUITE 140
DALLAS, TX 75240
TEL 580.380.0630

CONTACT: MATT VINTEN
EMAIL: MVINTEN@LANDDESIGN.COM

STUCTURAL ENGINEER

OLER SENITZ
2175 E STONE RD
WYLIE, TX 75098
TEL 214.498.4161

CONTACT: DAVID MATHENY
EMAIL: DAVID@OLERSENITZ.COM

CIVIL ENGINEER

TNP, INC.
5237 N RIVERSIDE DR #100
FORT WORTH, TX 76137
TEL 817.336.5773

CONTACT: CARLOS CABRE
EMAIL: CCABRE@TNPINC.COM

MEP ENGINEER

TELIOS CORPORATION
146 PAYNE ST
DALLAS, TX 75207
TEL 214.744.6199

CONTACT: ROB IRWIN
EMAIL: RIRWIN@TELIOSPC.COM

ENVIRONMENTAL GRAPHICS

RSM DESIGN
408 W EIGHTH ST #201
DALLAS, TX 75208
TEL 972.974.3690

CONTACT: PAIGE TERREL
EMAIL: PAIGE.T@RSMDESIGN.COM

BID ALTERNATES

ALTERNATE #1:
PROVIDE VEHICULAR TRAFFIC COATING AT LEVEL 5 AND LEVEL 4 RAMP AREAS AS SHOWN IN DRAWINGS.

ALTERNATE #2:
PROVIDE STANDARD GRAY CMU IN LIEU OF BURNISHED CMU AT LOCATIONS EXPOSED TO VIEW.

ALTERNATE #3:
PROVIDE PARKING CONTROL EQUIPMENT AT PARKING GARAGE ENTRIES AS WELL AS REMOTE PAYMENT KIOSKS ON LEVEL 1 AS SHOWN IN DRAWINGS.



PROXIMITY MAP

ROANOKE MAIN STREET PARKING GARAGE

102 SOUTH US 377
ROANOKE, TX 76262

[illegible]

Author _____
JC, HA, NM, NH
Reviewer _____

OVER SHEET

Project No.	24065
Date	09/23/25

G-000

DISCLAIMER: RENDERING ON THIS SHEET MAY NOT REPRESENT THE MOST CURRENT DESIGN

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BOWIE STREET

HIGHWAY 377

ROANOKE MAIN STREET PARKING GARAGE

F.F. = 653.00 = 0'-0"

MAIN STREET

OAK STREET

INFILL EXISTING CURB CUTS AND REPAIR SIDEWALK AS REQUIRED, RE: CIVIL

RELOCATED OVERHEAD ELECTRICAL, N.I.C.

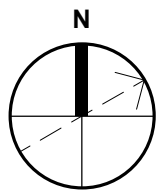
LEGEND - SITE PLAN

SYMBOL	DESCRIPTION
	AREA NOT IN CONTRACT
	PROPOSED BUILDING
	FIRE LANE, FIRE LANE STRIPING PER CITY STANDARDS
	CONCRETE PAVING REF CIVIL/LANDSCAPE
	CONCRETE SIDEWALK REF CIVIL/LANDSCAPE
	EXISTING CONCRETE SIDEWALK AND PAVING
	GRAVEL RE: LANDSCAPE
	PROPERTY LINE
	EASEMENT, BUILDING SETBACK & R.O.W.
	FENCE
	BUILDING ENTRANCE/EXIT (PER 1105.1 MIN. 60% OF PUBLIC ENTRANCES REQUIRED TO BE ACCESSIBLE)
	LED PEDESTRIAN LIGHTPOLE RE: ELECTRICAL
	LED PATHWAY BOLLARD RE: ELECTRICAL
	PATHWAY BOLLARD RE: LANDSCAPE
	FOLDING BOLLARD RE: LANDSCAPE

GENERAL NOTES - SITE PLAN

- ARCHITECTURAL SITE PLAN IS ISSUED FOR REFERENCE ONLY.
- REFERENCE CIVIL DRAWINGS FOR ALL SITE CONSTRUCTION INFORMATION INCLUDING BUT NOT LIMITED TO THE FOLLOWING:
 - FIRE LANE, DRIVE LANE AND PARKING DIMENSIONAL CONTROL (INCLUDING RADIUS)
 - PARKING INFORMATION
 - SITE GEOMETRY AND DIMENSIONAL CONTROL
 - SITE UTILITIES
 - SITE GRADING AND DRAINAGE
 - ASPHALT/CONCRETE PAVING DETAILS
 - PAVING MARKERS
 - CONCRETE SIDEWALK, CURB, AND GUTTER DETAILS
 - WHEEL STOPS
 - TRAFFIC SIGNAGE
 - PAVING STRIPING AND CURB MARKINGS
 - TYPICAL HANDICAP SIGNAGE/SPACES
- REFERENCE ELECTRICAL DRAWINGS FOR SITE INFORMATION INCLUDING, BUT NOT LIMITED TO THE FOLLOWING:
 - TRANSFORMERS, SWITCHGEAR, GENERATOR AND STUD CONDUIT FOR FUTURE USE
 - SITE LIGHT STANDARD LOCATIONS AND SIZES
 - ELECTRICAL SLEEVING LOCATIONS AND SIZES
 - TELEPHONE AND CABLE T.V. PULL BOX LOCATIONS
 - ELECTRICAL MANHOLE LOCATIONS AND DETAILS
 - PULL BOX LOCATIONS AND SIZES FOR VARIOUS SITE LIGHTING ELEMENTS
 - EXTERIOR BUILDING ILLUMINATION AND UTILITY COORDINATION
- REFERENCE SPECIFICATIONS FOR SITE SIGNAGE PACKAGE INFORMATION
- REFERENCE LANDSCAPE DRAWINGS FOR:
 - LANDSCAPE PLANTING AND DETAILS
 - SODDING AND SEEDING
 - LANDSCAPE BED DRAINAGE
 - HARDSCAPE LAYOUT AND DETAILS (SPECIALTY PAVING)
- REFERENCE IRRIGATION IN LANDSCAPE DRAWINGS FOR:
 - HEAD AND VALVE LOCATIONS AND SIZES
 - IRRIGATION SLEEVING LOCATIONS AND SIZES
 - IRRIGATION SYSTEM CONTROLLER LOCATION
 - DETAILS AND SPECIFICATIONS
- SITE DIMENSIONS TO BE VERIFIED
- PROVIDE PAVEMENT MARKINGS AS REQUIRED BY THE CITY
- PROVIDE CURB RAMPS AS REQUIRED BY CITY AND TEXAS ACCESSIBILITY STANDARDS
- GC TO ENSURE MAX GROSS SLOPE DOES NOT EXCEED 1:48 AT HC SPACES AND ACCESSIBLE ROUTES
- GC TO ENSURE RUNNING SLOPES AT ACCESSIBLE ROUTES DOES NOT EXCEED 1:20, REF. CIVIL FOR SPOT GRADES, TYP.

GFFdesign



ROANOKE MAIN STREET PARKING GARAGE

102 SOUTH US 377
ROANOKE, TX 76262

No.	Date	Revision
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Author
GB, JC, HA, NM, NH

Approver
GB

ARCHITECTURAL
SITE PLAN

Project No. 24065
Date 09/23/25

AS-000

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No.	Date	Revision

Project No.	24065
Date	09/23/25

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EXTERIOR ELEVATION - OVERALL (SOUTH)

(

EXTERIOR ELEVATION - OVERALL (WEST)

(

EXTERIOR ELEVATION - OVERALL (EAST)

MASONRY		METAL		RAILING	
BR-01	FACE BRICK	MT-01	FORMED METAL WALL PANEL	RA-01	PERFORATED METAL RAILING
	PERCENTAGE OF TOTAL MATERIAL: 30%		PERCENTAGE OF TOTAL MATERIAL: 8.6%		PERCENTAGE OF TOTAL MATERIAL: 2%
BR-02	FACE BRICK		ARCHITECTURALLY EXPRESSED STRUCTURAL STEEL		
	PERCENTAGE OF TOTAL MATERIAL: 55%		PERCENTAGE OF TOTAL MATERIAL: 4.4%		

REFERENCE NOTES SCHEDULE

<u>CODE</u>	<u>DESCRIPTION</u>	<u>DETAIL</u>
PAVEMENTS		
PV-101	CONCRETE PAVING	1/L2.00
PV-102	CONCRETE PAVING - VEH	3/L2.00
PV-103	STAMPED CONCRETE - PED	1/L2.00
PV-104	STAMPED CONCRETE - VEH	4/L2.00
PV-105	DECORATIVE STONE	5/L2.00
SITE FURNISHINGS		
SF-101	TRASH RECEPTACLE	7/L2.00
SF-102	TREE GRATE	8/L2.00
SF-103	COLLAPSIBLE BOLLARD	1/L2.01
SF-104	BOLLARD	2/L2.01

PAVING SCHEDULE

- T1** **CONCRETE PAVING**
 COLOR: STANDARD GRAY
 FINISH: LIGHT BROOM BRUSH
 PATTERN: GEORE 5" GRANITE SETS
 BANDING PATTERN: 8" WIDE HEADER COURSE
 BANDING COLOR: CORBELSTONE GRAY
 MANUFACTURER: BOMANITE STAMPED CONCRETE

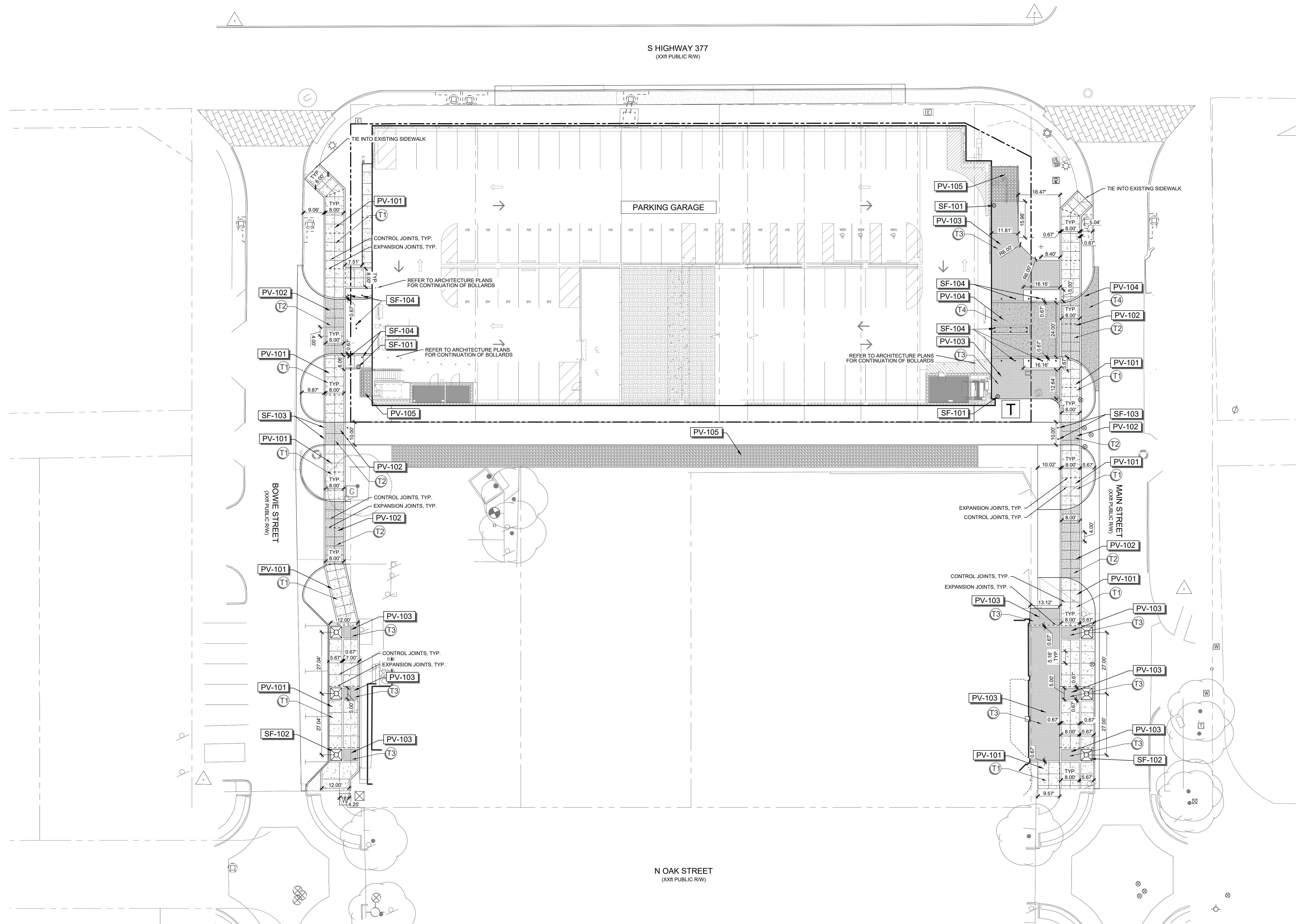
T2 **CONCRETE PAVING - VEH**
 COLOR: STANDARD GRAY
 FINISH: LIGHT BROOM BRUSH
 PATTERN: GEORE 5" GRANITE SETS
 BANDING PATTERN: 8" WIDE HEADER COURSE
 BANDING COLOR: CORBELSTONE GRAY
 MANUFACTURER: BOMANITE STAMPED CONCRETE

T3 **STAMPED CONCRETE - PED**
 COLOR: GUMMETAL GRAY
 ACCENT COLOR: CORBELSTONE GRAY
 PATTERN: 4" X 4" GRANITE SETS
 BANDING PATTERN: 8" WIDE HEADER COURSE
 BANDING COLOR: CORBELSTONE GRAY
 MANUFACTURER: BOMANITE STAMPED CONCRETE

T4 **STAMPED CONCRETE - VEH**
 COLOR: GUMMETAL GRAY
 ACCENT COLOR: CORBELSTONE GRAY
 FIELD PATTERN: 4" X 4" GRANITE SETS
 BANDING PATTERN: 8" WIDE HEADER COURSE
 BANDING COLOR: CORBELSTONE GRAY
 MANUFACTURER: BOMANITE STAMPED CONCRETE

PAVING NOTES

1. CONCRETE COLORS AND PATTERNS REFERENCED ARE BOMANITE STAMPED CONCRETE OR APPROVED EQUAL.
2. BROOM FINISHES ARE TO BE PERPENDICULAR TO TRAVEL UNLESS NOTED OTHERWISE.
3. CONTRACTOR SHALL PROVIDE 6'x6" MOCKUP OF EACH PAVING TYPE FOR APPROVAL BY OWNER / LANDSCAPE ARCHITECT PRIOR TO CONSTRUCTION.
4. REFER TO SITE DETAILS FOR MORE INFORMATION.



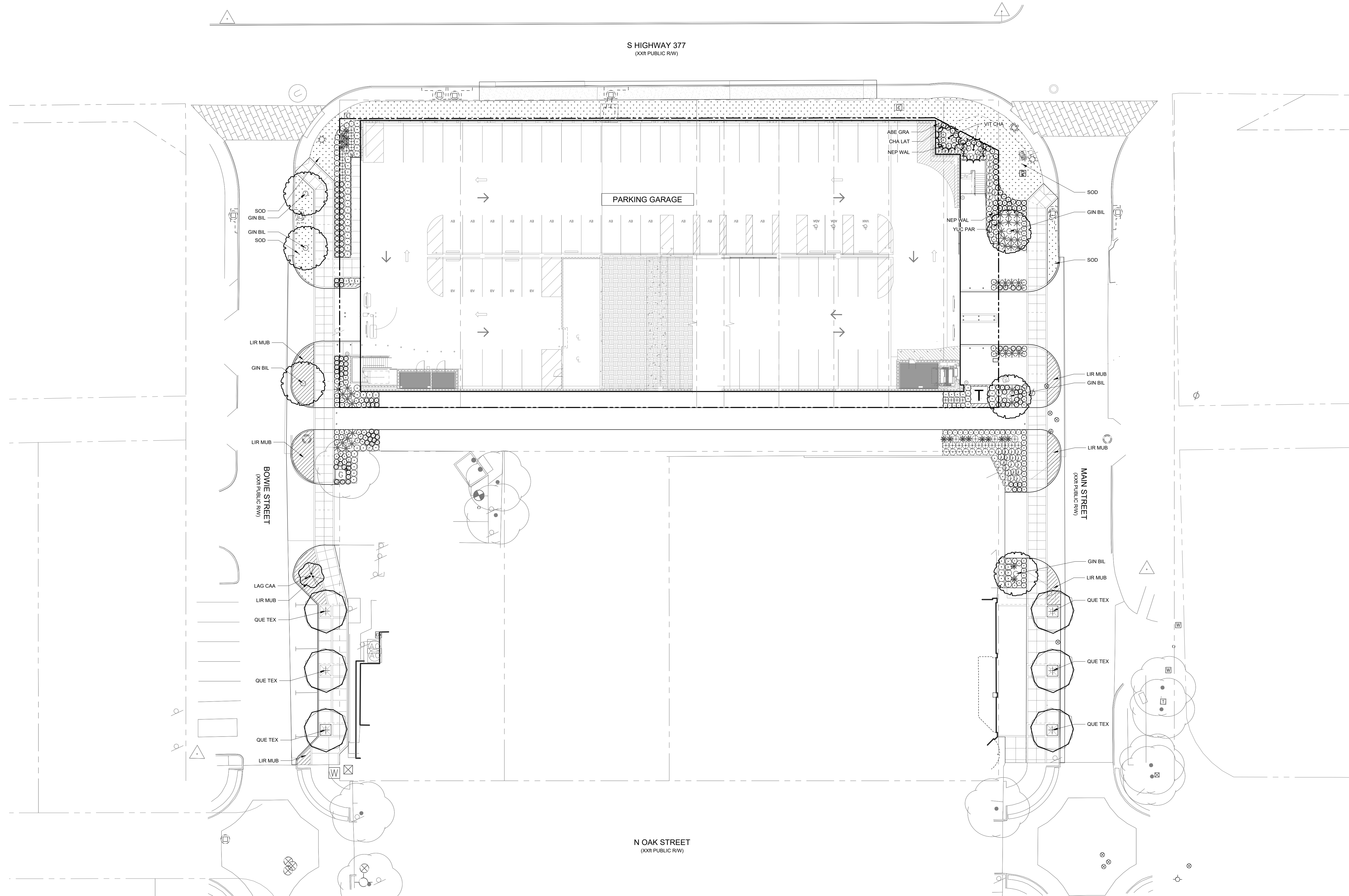
01 LAYOUT AND MATERIALS PLAN

Frequency	Count
Never	5
Sometimes	10
Often	15
Always	10



TEXAS811
CALL BEFORE YOU DIG!
TEXAS ONE-CALL CENTER
IT'S THE LAW!

01 PLANTING PLAN



PLANT SCHEDULE		
SYMBOL	CODE	BOTANICAL / COMMON NAME
CANOPY TREES		
	GIN BIL	Ginkgo Biloba 'Princeton Sentry' / Princeton Sentry Columnar Ginkgo
	QUE TEX	Quercus texana / Texas Red Oak
ORNAMENTAL TREES		
	LAG CAA	Lagerstroemia indica 'Catawba' / Catawba Crape Myrtle
	VIT CHA	Vitex agnus-castus / Chaste Tree
SHRUBS		
	ABE GRA	Abelia x grandiflora / Glossy Abelia
	HES PAY	Hesperaloe parviflora 'Yellow' / Yellow Yucca
	ILE COB	Ilex cornuta 'Burfordi Nana' / Dwarf Burford Holly
	LIG SIN	Ligustrum sinense 'Sunshine' / Sunshine Chinese Privet
	MAL DRU	Malvaviscus drummondii / Turk's Cap
	MYR CEP	Myrica cerifera 'Pumila' / Dwarf Wax Myrtle
	NEP WAL	Nepeta x 'Walker's Low' / Walker's Low Catmint
	SAL GRE	Salvia greggii / Autumn Sage
	YUC PAR	Yucca parviflora / Red Yucca
GRASSES		
	CHA LAT	Chasmanthium latifolium / Northern Sea Oats
	MUH CAP	Muhlenbergia capillaris / Pink Muhly Grass
	MUH LIL	Muhlenbergia lindheimeri 'Lan' / Autumn Glow™ Lindheimer's Muhly
GROUND COVERS		
	SOD	Cynodon dactylon 'Tif 419' / BERMUDA GRASS
	LIR MUB	Liriodendron muscari 'Big Blue' / Big Blue Lilyturf

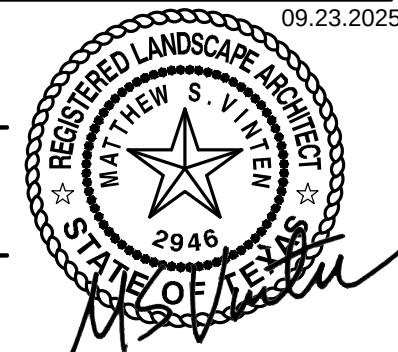
Roanoke Main Street Parking Garage

102 SOUTH US 377
ROANOKE, TX 76262

No	Date	Revision
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Drawn By

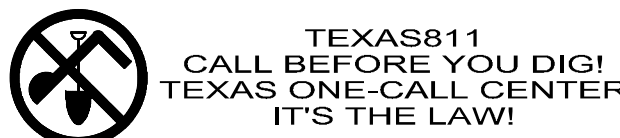
Reviewed By



PLANTING PLAN

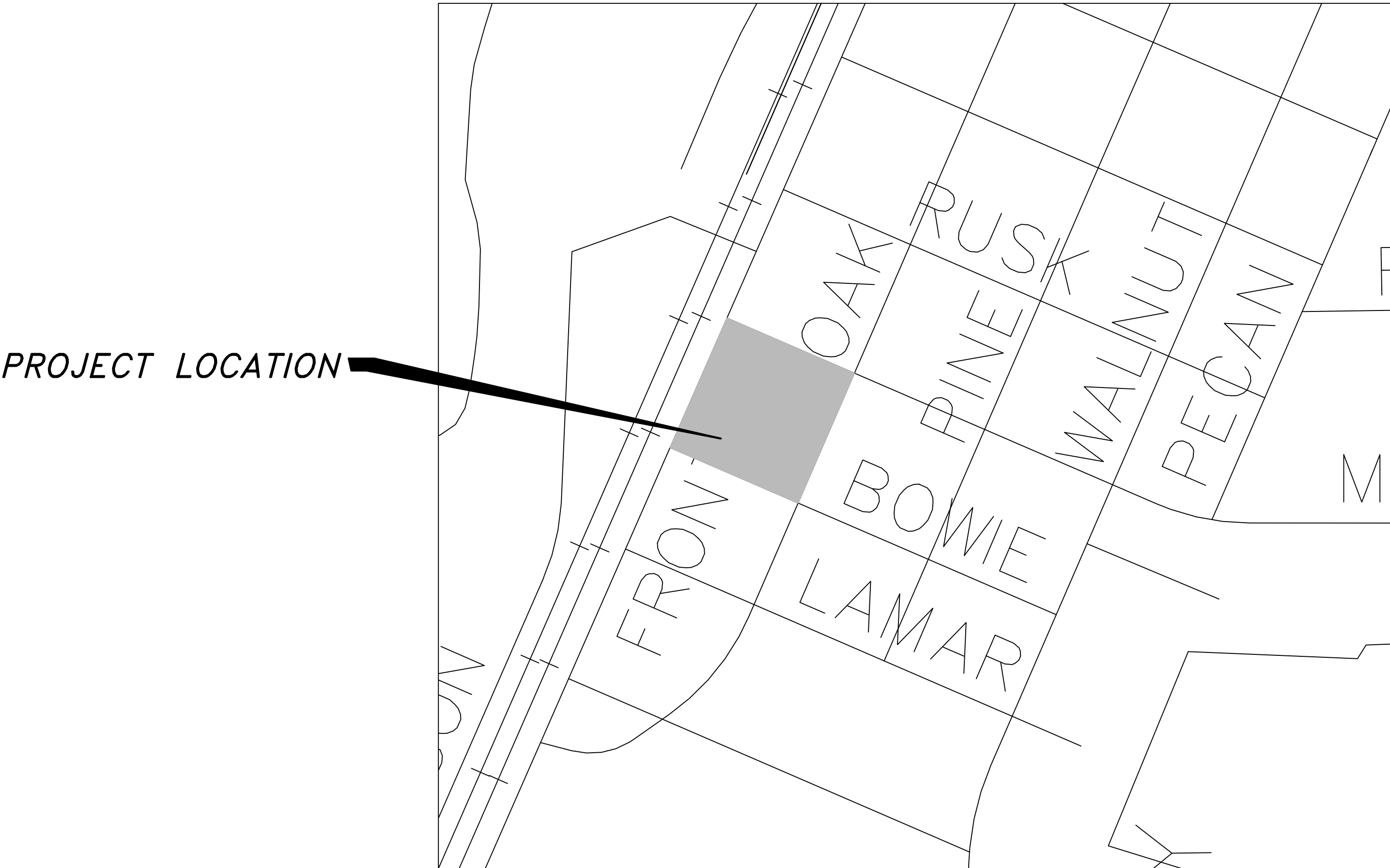
Project No. 8524054 (LD#) 24065
Date 09/23/25

L3.00



The City of Roanoke, Texas

Plans for the Construction of Water, Sanitary Sewer, Site, & Grading Improvements for Roanoke Main Street Parking Garage



PROJECT LOCATION

Location Map
N.T.S.

OWNER:
CITY OF ROANOKE
500 S. OAK STREET
ROANOKE, TEXAS 76262

PREPARED BY:

teague nall & perkins
3200 S I35E, Suite 1129
Denton, Texas 76210
940.383.4177 ph 940.383.8026 fx
TBPE Registration No. F-230
www.tnpinc.com

September 23, 2025

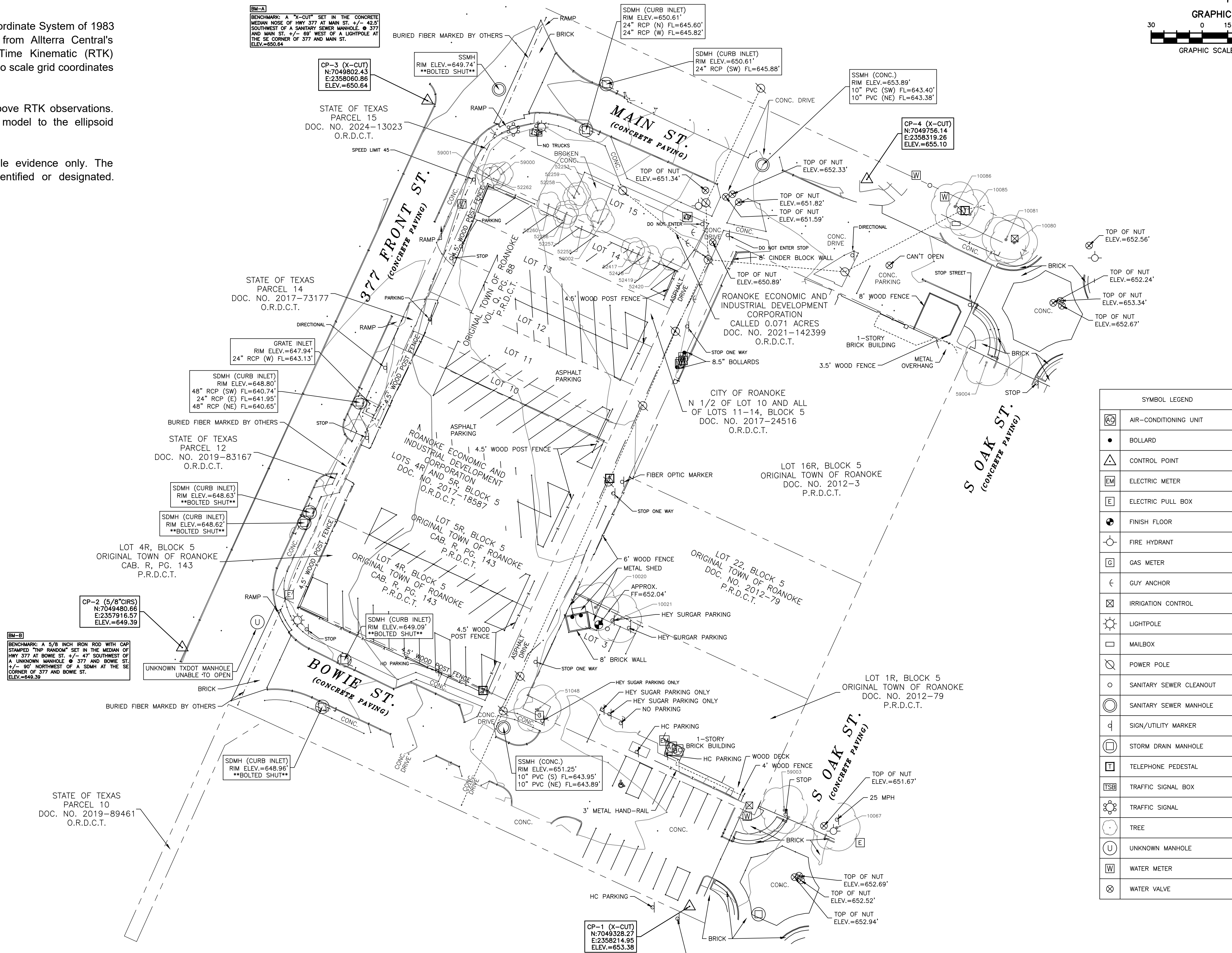
ISSUED NUMBER AND DATE			1	2	3	4	5
			9/23/2025				
NO.	SHEET	DESCRIPTION					
1	CP	COVER PAGE	X				
2	C0.00	SITE SURVEY	X				
3	C0.01	CONSTRUCTION REQUIREMENTS	X				
4	C1.00	DEMOLITION PLAN	X				
5	C2.00	EROSION CONTROL PLAN	X				
6	C3.00	SITE PLAN	X				
7	C4.00	DIMENSIONAL CONTROL PLAN	X				
8	C5.00	GRADING PLAN	X				
9	C6.00	PAVING PLAN	X				
10	C7.00	DRAINAGE AREA MAP - EXISTING	X				
11	C7.01	DRAINAGE AREA MAP - PROPOSED	X				
12	C7.02	STORM DRAIN PLAN	X				
13	C7.03	STORM DRAIN CALCULATIONS	X				
14	C8.00	WATER AND SANITARY SEWER PLAN	X				
15	C9.00	TXDOT STANDARD DETAILS	X				
16	C9.01	SITE DETAILS	X				
17	C9.02	PAVING DETAILS	X				
18	C9.03	SANITARY SEWER DETAILS	X				
19	C9.04	WATER UTILITY DETAILS	X				
20	C9.05	STORM DRAIN DETAILS	X				
21	C9.06	EROSION CONTROL DETAILS	X				

Bearings of lines shown hereon refer to Grid North of the Texas Coordinate System of 1983 (North Central Zone; NAD83(2011) 2010.00) as derived locally from Allterra Central's Continuously Operating Reference Stations (CORS) via Real Time Kinematic (RTK) methods. An average Combination Factor of 1.00015063 was used to scale grid coordinates and distances to surface.

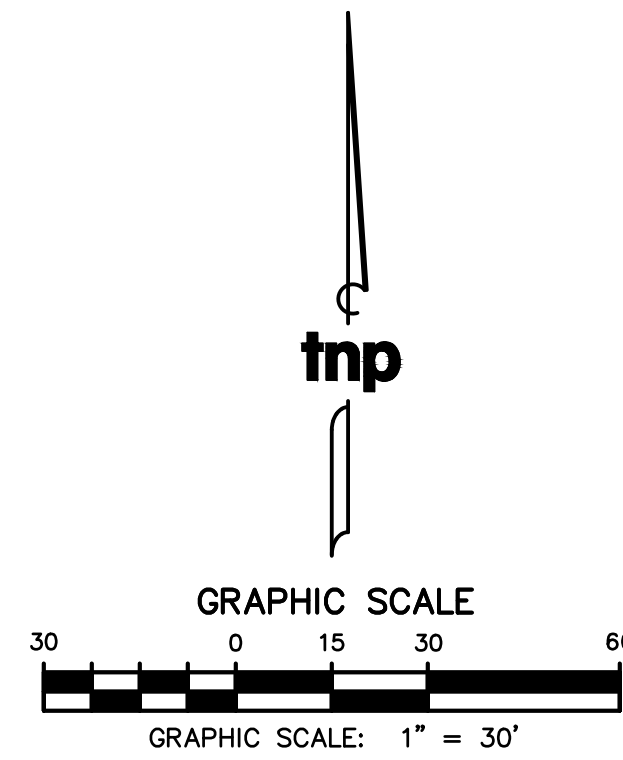
Utility information shown hereon represents above ground visible evidence only. The existence or location of underground utilities has not been identified or designated. Additional utilities may affect this tract that are not shown hereon.

A "X-CUT" SET IN THE CONCRETE MEDIAN NOSE OF HWY 377 AT MAIN ST. +/- 42.5' SOUTHWEST OF A SANITARY SEWER MANHOLE. @ 377 AND MAIN ST. +/- 69' WEST OF A LIGHTPOLE AT THE SE CORNER OF 377 AND MAIN ST.
ELEV.=650.64

A 5/8 INCH IRON ROD WITH CAP STAMPED "TNP RANDOM"
SET IN THE MEDIAN OF HWY 377 AT BOWIE ST. +/- 47'
SOUTHWEST OF A UNKNOWN MANHOLE @ 377 AND BOWIE
ST. +/- 90' NORTHWEST OF A SDMH AT THE SE
CORNER OF 377 AND BOWIE ST.
ELEV.=649.39



SYMBOL LEGEND	
	AIR-CONDITIONING UNIT
	BOLLARD
	CONTROL POINT
	ELECTRIC METER
	ELECTRIC PULL BOX
	FINISH FLOOR
	FIRE HYDRANT
	GAS METER
	GUY ANCHOR
	IRRIGATION CONTROL
	LIGHTPOLE
	MAILBOX
	POWER POLE
	SANITARY SEWER CLEANOUT
	SANITARY SEWER MANHOLE
	SIGN/UTILITY MARKER
	STORM DRAIN MANHOLE
	TELEPHONE PEDESTAL
	TRAFFIC SIGNAL BOX
	TRAFFIC SIGNAL
	TREE
	UNKNOWN MANHOLE
	WATER METER
	WATER VALVE





A. Requirements and Conditions prior to commencing Construction:

- NOTE: A written request to schedule a pre-construction conference must be made to the Public Works Department a minimum of five (5) working days in advance of the requested meeting date.

1. Working Hours:

- II. Construction Requirements Page 1



- i. Concrete placement work shall be scheduled so that all pouring and finishing shall be completed during standard daylight hours, except as approved by the Public Works Department. When working under emergency conditions, or when work must be concluded under artificial lighting, lighting shall be erected and directed so that it shall not shine upon any residence or create a visual traffic hazard.

- ii. Certain traffic congestion areas will require modified standard work hours to be enforced where street blockages, traffic flow, channeling of traffic and/or flagmen are required. The contractor will be notified of these areas during the pre-construction conference. The City has the right to stop any work that requires lane closures.

- 1) Saturday work and prior approved Sunday and holiday work, shall be considered as overtime with inspection fees charged accordingly.

- 2) The following holidays are to be observed and construction is not to be undertaken unless prior approval is received from the Director of Public Works:

- New Year's Day
- Good Friday
- Memorial Day
- Independence Day
- Thanks Giving Day and the following Friday
- Christmas Eve Day and Christmas Day
- Martin Luther King Day
- President's Day
- Labor Day
- Veteran's Day

- II. Construction Requirements Page 2



7. The contractor shall comply with all of the City's ordinances and State Laws.
8. No tracked equipment shall be used on the streets of the City of Roanoke. Vehicles with steel lugs or plates shall not be operated on the streets of the City of Roanoke. Where such machinery must be used for construction, the contractor shall use timbers, tires, or mounded earth over the paving surface to protect the pavement. Where such machinery must be loaded or unloaded from proper carrier vehicles, timbers, tires, or mounded earth shall be used to protect the paving, and curbs. The general contractor shall be responsible for any damage from operation of a tracked vehicle on the project with the damage being repaired to the satisfaction of the Director of Public Works and/or designated representative, before acceptance of the project.

1. All sidewalks, sodding, seeding, screening walls, fences and all required appurtenances must be constructed as required by the approved construction plans along with replacement of any traffic (lane divider) buttons and/or paving striping and any pavement damaged during the construction activities before scheduling any final inspections. Final inspection and re-inspection of any corrections of construction shall be requested in writing five (5) days prior to the requested date to the Public Works Department.

2. All fees and assessments due to the City of Roanoke must be paid in full, inclusive but not necessarily conclusive of the following:
 - a. Water bacteriological testing fees
 - b. Construction inspection fees
 - c. Construction inspection overtime fees
 - d. Metered City water fees



- accepted and maintained by the City. These facilities include water, sanitary sewer, paving and drainage improvements within right-of-way and easement dedication to the City.

1. The City will notify the owner or developer when a repair is required within the two (2) year period.

1. The City will notify the owner or developer when a repair is required within the two (2) year period.
2. Repairs or adjustments shall commence within ten (10) calendar days following notification from the Public Works Department. Emergency situations shall be responded to immediately.

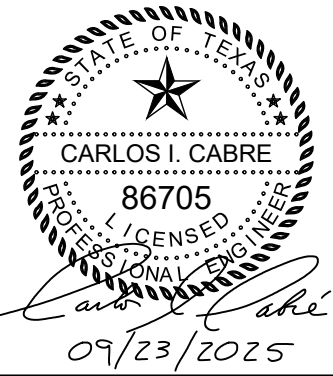


Roanoke Main Street Parking Garage

102 SOUTH US 377
ROANOKE, TX 76262

No.	Date	Revision
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Reviewed by



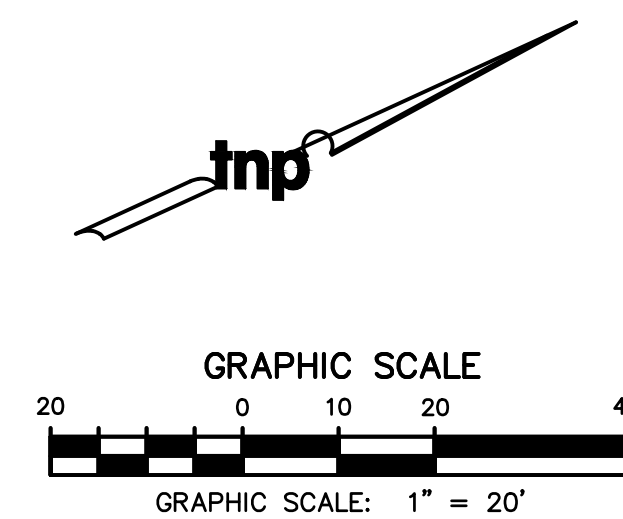
CONSTRUCTION REQUIREMENTS

Project No. 24065
Date 09/23/25

TNP PROJ. NO. GFN24328
TBPE: F-230; TBPLS: 10011600, 10011601, 10194381
GBPE No. PEF007431; TBAE No. BR 2673

CO.01

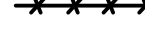
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Page 117 of 135



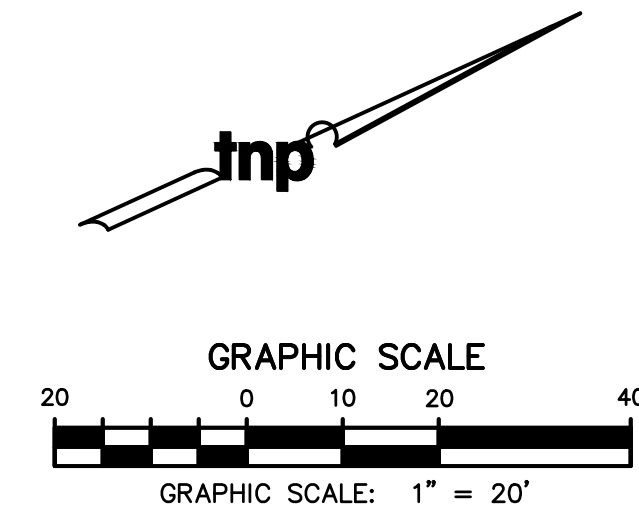
DEMOLITION NOTES:

1. CONTRACTOR TO COORDINATE REMOVAL OF MISCELLANEOUS ITEMS WITH OWNER.
2. REFER TO MEP PLANS FOR THE RELOCATION OF LIGHTS AND UTILITY SERVICES.
3. CONTRACTOR SHALL NOTIFY ARCHITECT ABOUT EXISTING ITEMS LOCATED AT SITE AND NOT IDENTIFIED IN PLANS.
4. ALL PHASING AND METHOD OF DEMOLITION SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR.
5. REFERENCE ARCHITECT PLANS FOR ADDITIONAL DEMOLITION SCOPE

DEMOLITION LEGEND

	CONCRETE PAVEMENT REMOVAL
	ASPHALT PAVEMENT REMOVAL
	REMOVE EXISTING FEATURES AND UTILITIES
	REMOVE EXISTING STRIPING
	TREE AND SHRUB REMOVAL





NOTE:
WORK ON TXDOT
RIGHT-OF-WAY SEE
TXDOT PERMIT

BUILDING/PARKING DATA	
<i>PROPOSED BUILDING AREA:</i>	<i>33,547 SF</i>
 <i>PARKING SUMMARY:</i>	
<i>EV PARKING (LEVEL 1)</i>	<i>20</i>
<i>ADA PARKING (LEVEL 1-5)</i>	<i>15</i>
<i>VAN PARKING (LEVEL 1-5)</i>	<i>5</i>
<i>VISITOR PARKING (LEVEL 1-5)</i>	<i>390</i>
<i>TOTAL PARKING:</i>	<i>430</i>

OWNER/APPLICANT:
CITY OF ROANOKE
500 S. OAK STREET
ROANOKE, TEXAS 76262

PREPARED BY:
TEAGUE NALL & PERKINS, INC.
3200 S I35E, SUITE 1129
DENTON, TX 76210
CONTACT: CARLOS CABRE, P.E.
940.383.5537

DATE PREPARED:
SEPTEMBER 2025

SITE PLAN

FOR
NEW PARKING GARAGE

GFFdesign



Roanoke Main Street Parking Garage

**102 SOUTH US 377
ROANOKE, TX 76262**

No.	Date	Revision

Drawn By _____

Reviewed By _____

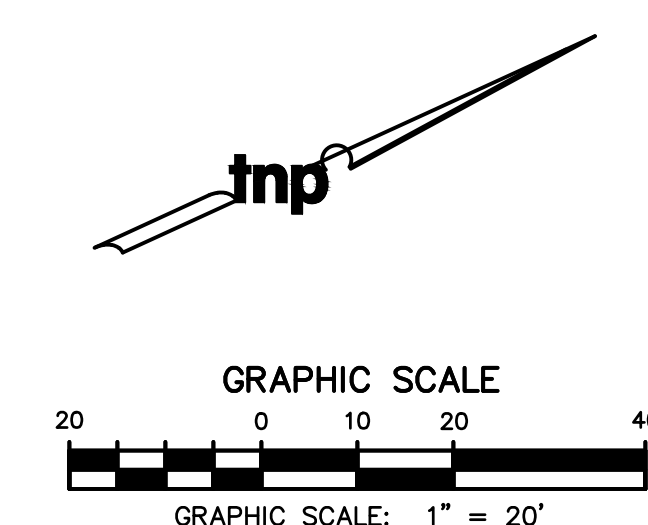


SITE PLAN

Project No. 24065
Date 09/23/25

TNP PROJ. NO. GFN24328
TBPE: F-230; TBPLS: 10011600, 10011601, 10194381
GBPE No. PEF007431; TBAE No. BR 2673

C3.00

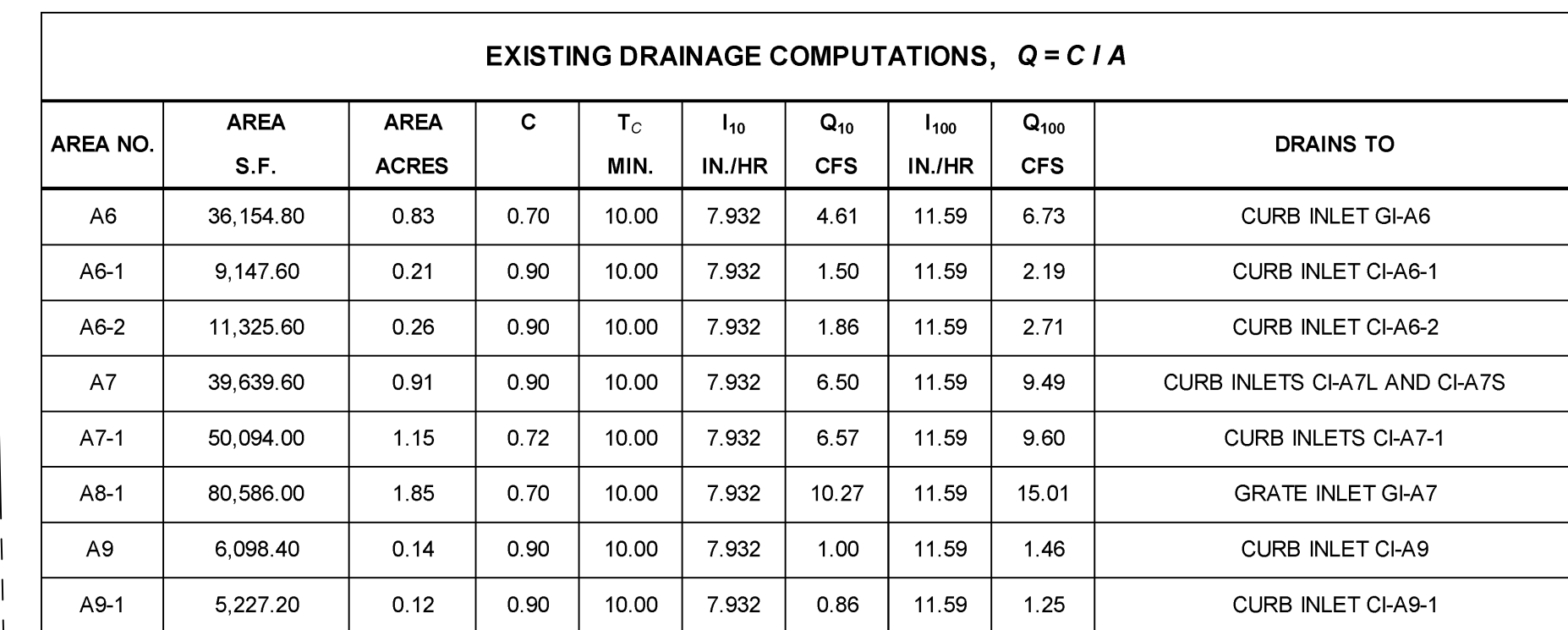


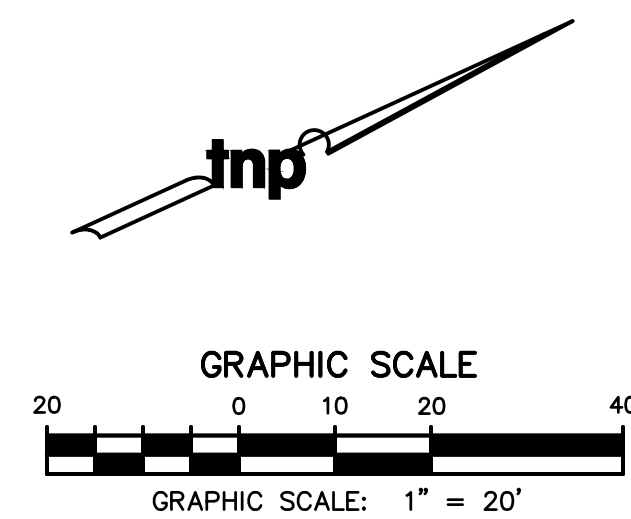
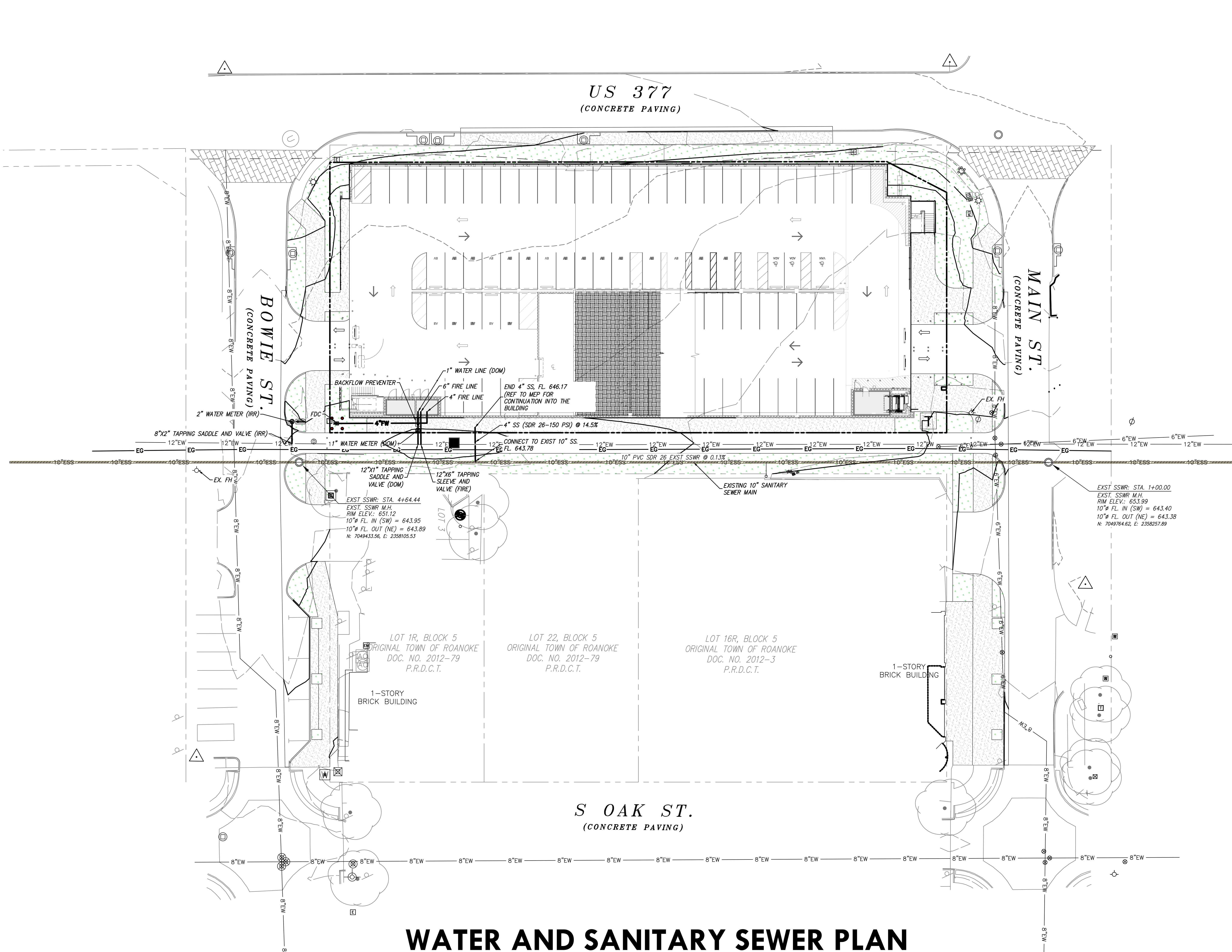
1. THIS PLAN SHALL BE USED TO CONTROL THE GEOMETRICS OF THE SITE LAYOUT. DIMENSIONAL TIES AND COORDINATES ARE PROVIDED TO ASSIST IN THE LAYOUT OF THE SITE IMPROVEMENTS. THE CONTRACTOR SHALL VERIFY THE COORDINATE TIES WITH THE DIMENSIONS PROVIDED ON THE PLANS.
2. ALL DIMENSIONS AND COORDINATES ARE TO THE FACE OF CURB AND BUILDING.
3. ALL BUILDING TIES AND DIMENSIONS SHALL BE COORDINATED AND VERIFIED WITH THE ARCHITECT'S PLANS. ALL DIMENSIONS TO BUILDINGS SHALL BE FIELD VERIFIED PRIOR TO CONSTRUCTION.
4. ALL CURB RADII ARE 5' UNLESS OTHERWISE NOTED.

DIMENSIONAL CONTROL PLAN

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WATER AND SANITARY SEWER PLAN

SANITARY SEWER NOTES:

1. PRIOR TO START OF CONSTRUCTION, CONTRACTOR SHALL UNCOVER EXISTING SANITARY SEWER SERVICE AND PROVIDE ENGINEER WITH SIZE, LOCATION AND ELEVATION OF EXISTING SEWER SERVICE BEFORE PROCEEDING WITH CONSTRUCTION.
2. THE CITY RESERVES THE RIGHT TO TV INSPECT THE SEWER PIPE.
3. THE SEWER PIPE WILL BE TESTED TO 5 PSI FOR 10 MINUTES WITH NO PRESSURE LOSS.
4. CONTRACTOR SHALL UTILIZE NECESSARY MEASURES INCLUDING TEMPORARY PUMPING AND COLLECTION UNTIL THE PUBLIC SEWER IMPROVEMENTS ARE INSTALLED & OPERATIONAL.
5. PROVIDE TRAFFIC CONTROL, BACKFILL EMBEDMENT, PAVEMENT REPAIR AND OTHER INSTALLATION REQUIREMENTS PER CITIES STANDARDS.
6. THE CONTRACTOR SHALL VERIFY THE EXACT LOCATION AND ELEVATION OF ALL UTILITIES PRIOR TO CONSTRUCTION.
7. THE CONTRACTOR SHALL CONSTRUCT THE PROPOSED WORK UTILIZING A TRENCH SAFETY PLAN, PREPARED BY A PROFESSIONAL

- ENGINEER FOR THIS PROJECT. CONTRACTOR IS RESPONSIBLE FOR ALL TRENCH SAFETY.
8. CONTRACTOR SHALL VERIFY THAT ALL CONNECTIONS TO THE SANITARY SEWER SYSTEM ARE FOR SANITARY SEWER ONLY.
 9. CONTRACTOR SHALL INSTALL 1 JOINT (18' MIN. JOINT LENGTH) OF DUCTILE IRON PIPE AT LOCATIONS WHERE PROPOSED SEWER SERVICES CROSS EXISTING OR PROPOSED WATER LINES, EXCEPT WHERE OTHERWISE AUTHORIZED BY ENGINEER.
 10. CONNECTION TO THE SANITARY SEWER LATERAL SHALL BE 5' FROM FACE OF THE PROPOSED BUILDING. REFER TO THE MEP PLANS FOR THE CONTINUATION OF THE SANITARY SEWER LATERAL UNDER THE BUILDING AND FOR THE CONNECTION TO THE EXISTING LINE.
 11. CONTRACTOR SHALL ADJUST EXISTING CLEANOUTS AND SSMH RIMS TO MATCH PROPOSED GRADES.

WATER NOTES:

1. ALL 8" WATERLINES (FIRE) SHALL BE PVC (DR-14). 1" WATERLINE (DOM) SHALL BE POLYETHYLENE (DR-18).
2. CONTRACTOR TO VERIFY THE LOCATION OF EXISTING WATER LINES PRIOR TO CONSTRUCTION.
3. INSTALL ALL VALVES IN BOXES WITH RIMS FOR ACCESS AND OPERATION
4. THRUST BLOCKS SHALL BE PROVIDED ON ALL FITTINGS, BENDS AND DEFLECTIONS.
5. ALL DUCTILE IRON FITTINGS SHALL BE WRAPPED WITH MINIMUM 8 MIL POLYETHYLENE.
6. FIRE AND DOMESTIC WATERLINES SHALL BE INSTALLED BY A UTILITY CONTRACTOR PRE-QUALIFIED WITH THE CITY OF ROANOKE.
7. PROVIDE TRAFFIC CONTROL, FLOWABLE FILL BACKFILL, PAVEMENT

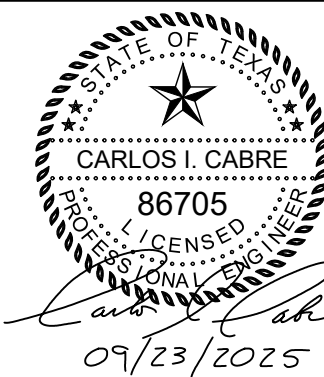
- REPAIR AND OTHER INSTALLATION REQUIREMENTS PER CITIES STANDARDS.
8. IN THE EVENT A STREET IS TO BE CLOSED AND/OR TRAFFIC IS TO BE REROUTED DURING CONSTRUCTION OF THE PROJECT, THE CONTRACTOR WILL HAVE THE SOLE RESPONSIBILITY OF SUBMITTING A TRAFFIC CONTROL PLAN DIRECTLY TO THE CITY TRAFFIC ENGINEER FOR APPROVAL.
 9. CONTRACTOR TO COORDINATE WITH THE CITY, IMPROVEMENTS WITHIN THE PUBLIC R.O.W. CITY TO CONSTRUCT ALL PUBLIC TAPS, LINES AND METERS.

UTILITY NOTE:

THE UTILITIES SHOWN ON THE PLANS WERE COMPILED FROM VARIOUS SOURCES AND ARE INTENDED TO SHOW THE GENERAL EXISTENCE AND LOCATION OF UTILITIES IN THE AREA OF CONSTRUCTION. THE ENGINEER ASSUMES NO RESPONSIBILITY FOR THE ACCURACY OF THE UTILITY INFORMATION SHOWN ON THE PLANS. THE CONTRACTOR SHALL VERIFY THE EXACT LOCATION OF ALL UTILITIES PRIOR TO CONSTRUCTION. THE CONTRACTOR SHALL CONTACT UTILITY COMPANIES 48 HOURS IN ADVANCE OF ANY CONSTRUCTION ACTIVITIES IN ORDER TO DETERMINE IF THERE IS ANY CONFLICT WITH THE PROPOSED FACILITIES. THE CONTRACTOR SHALL NOTIFY THE ENGINEER IMMEDIATELY WHEN CONFLICTS WITH EXISTING UTILITIES ARE DISCOVERED.

No Date Revision

Drawn By
Reviewed By

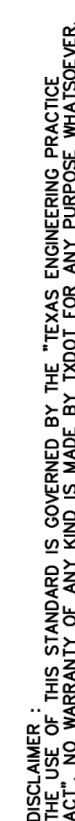
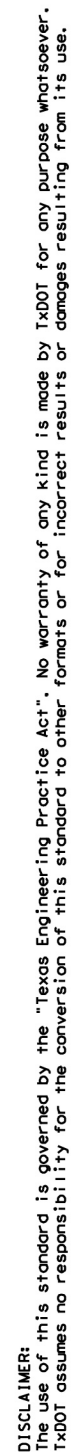


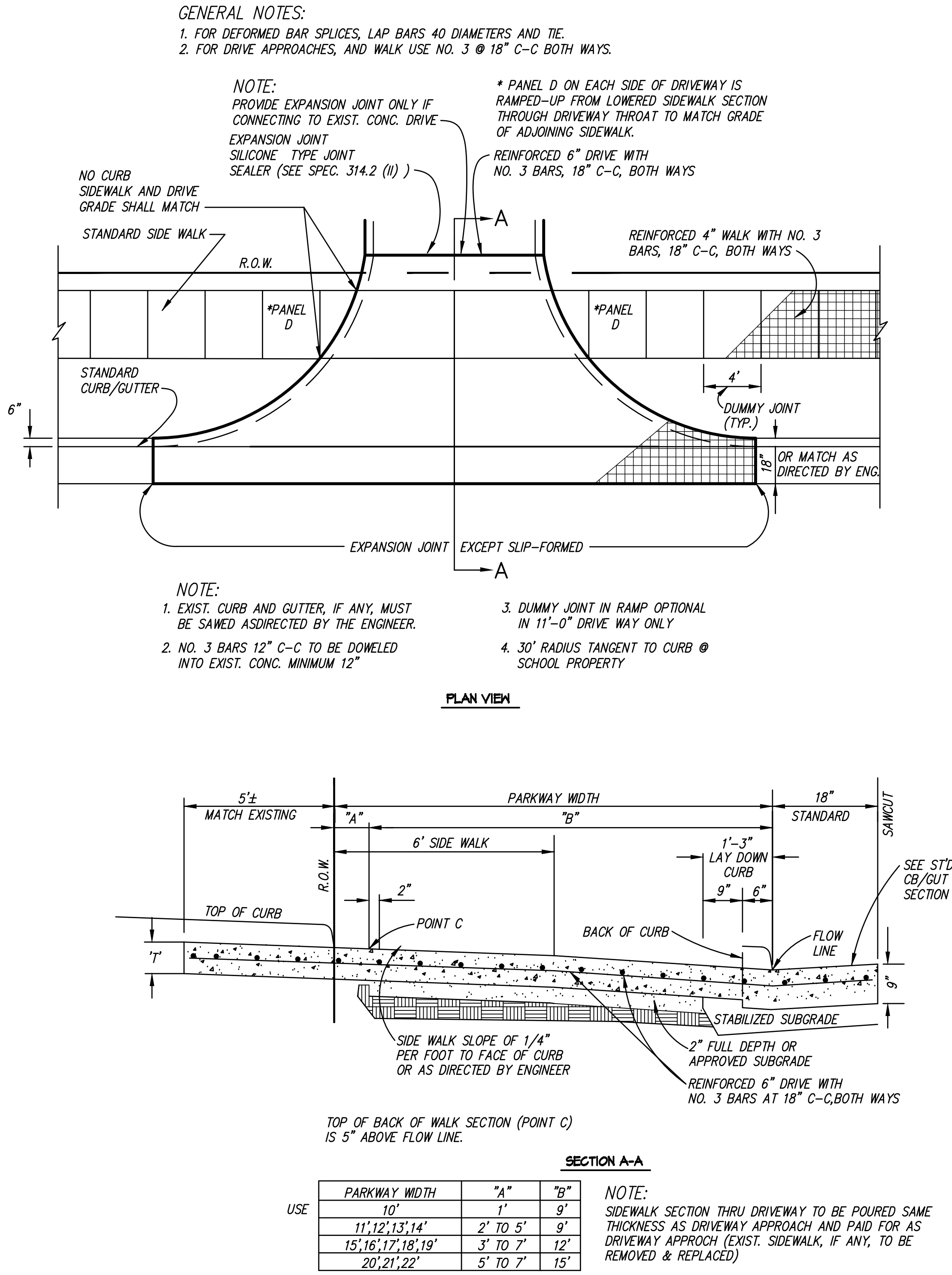
WATER AND SANITARY SEWER PLAN

Project No. 24065
Date 09/23/25

TNP PROJ. NO. GFN24328
TBPE: F-230; TBPLS: 10011600, 10011601, 10194381
GBPE No. PEF007431; TBAE No. BR 2673

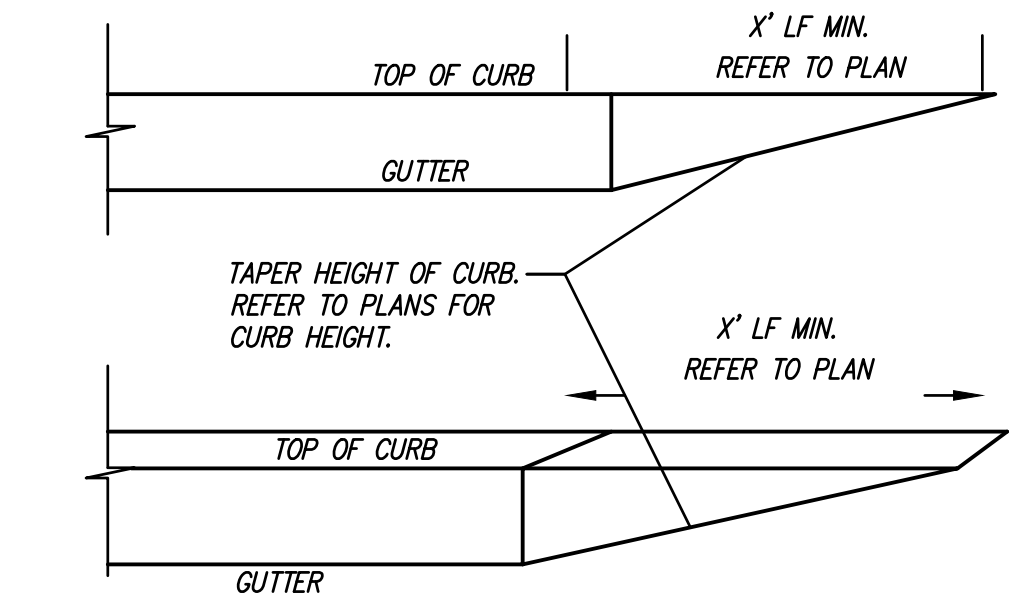
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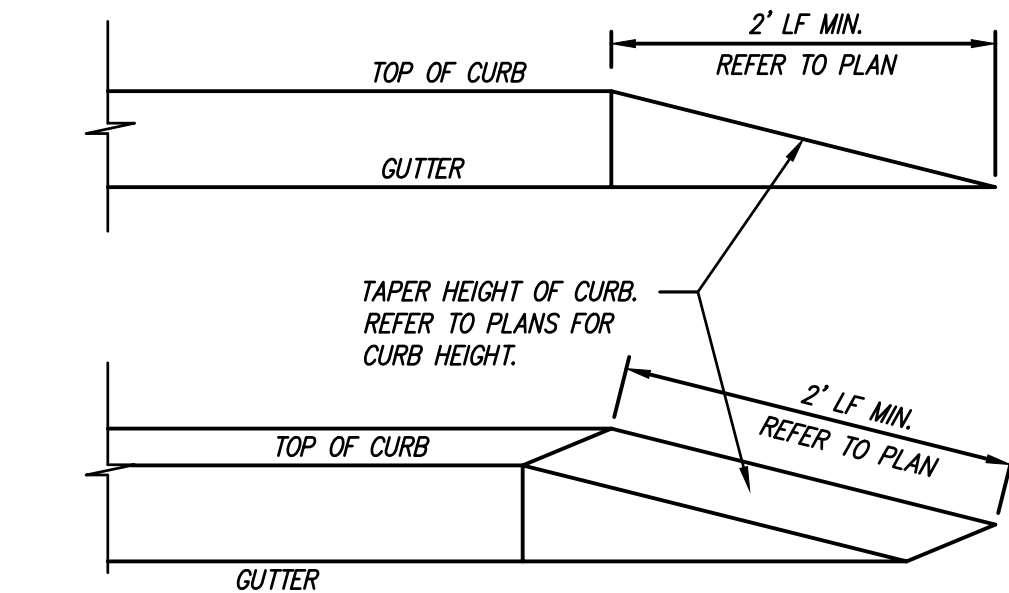
DETAILS OF HIGH VOLUME TYPE DRIVEWAY APPROACH

N.T.S.



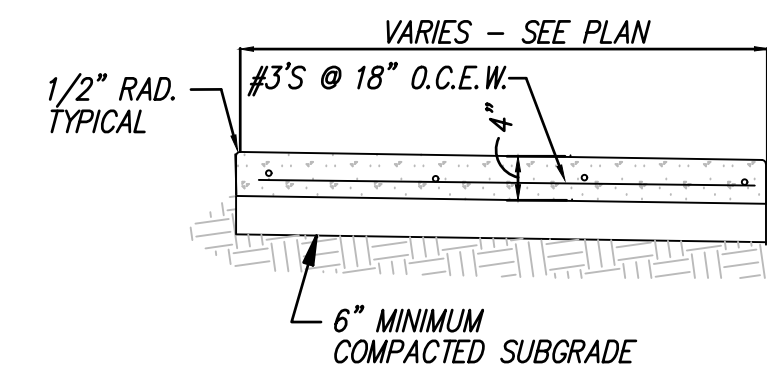
END OF CURB DETAIL 'B'

N.T.S.



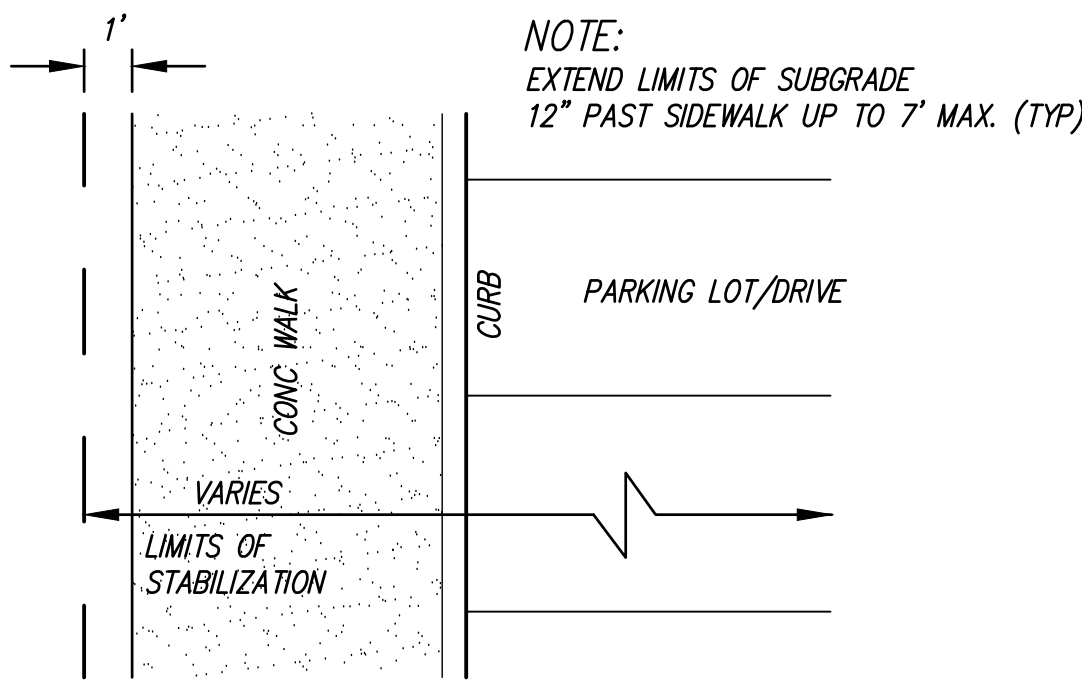
END OF CURB DETAIL 'A'

N.T.S.



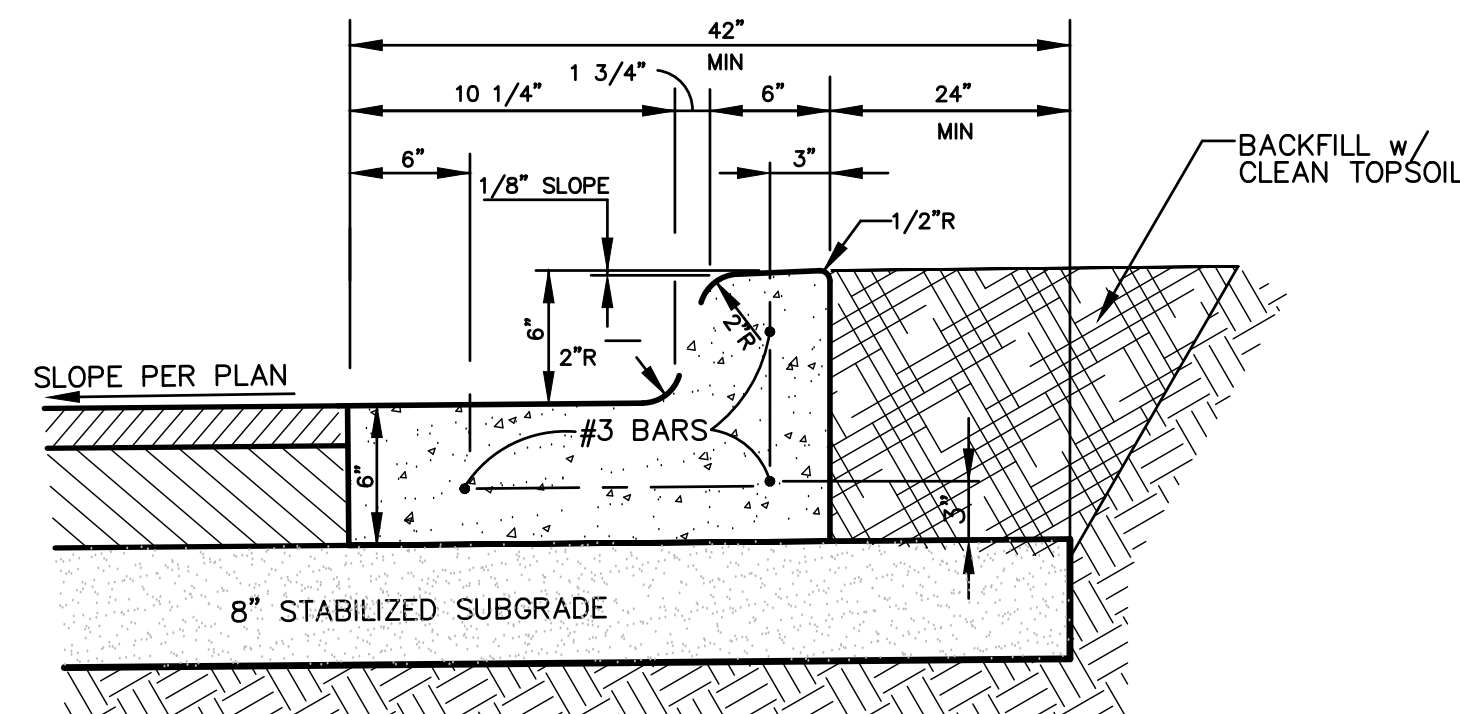
TYPICAL SIDEWALK

N.T.S.



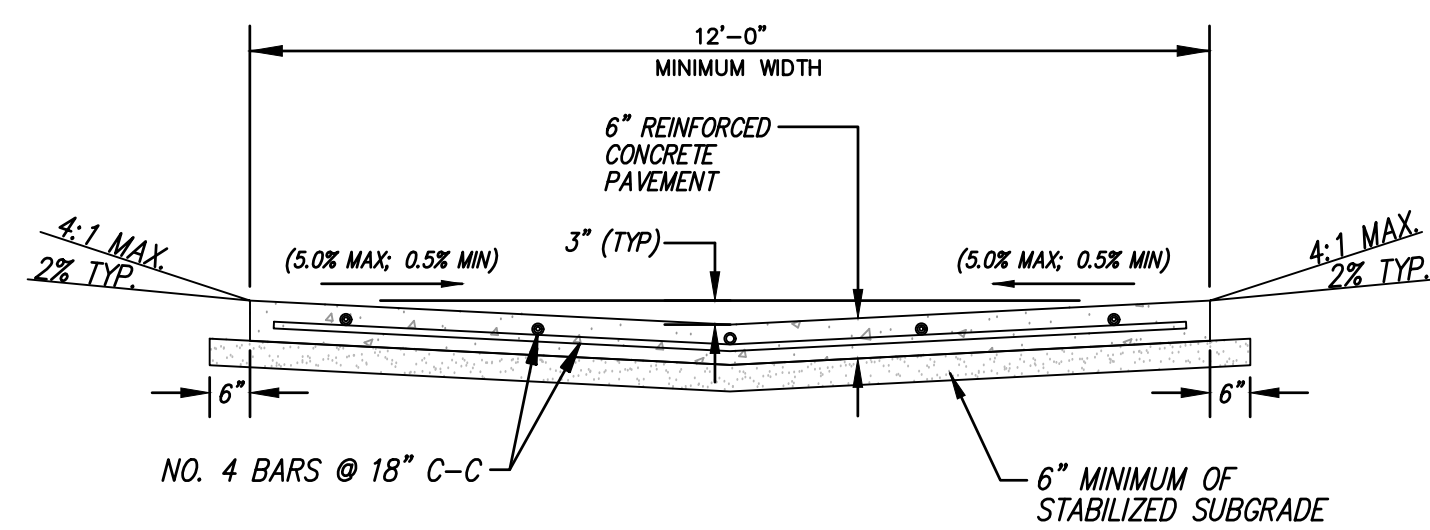
LIMITS OF CEM-LIME ADJACENT TO SIDEWALK & BACK OF CURB

N.T.S.



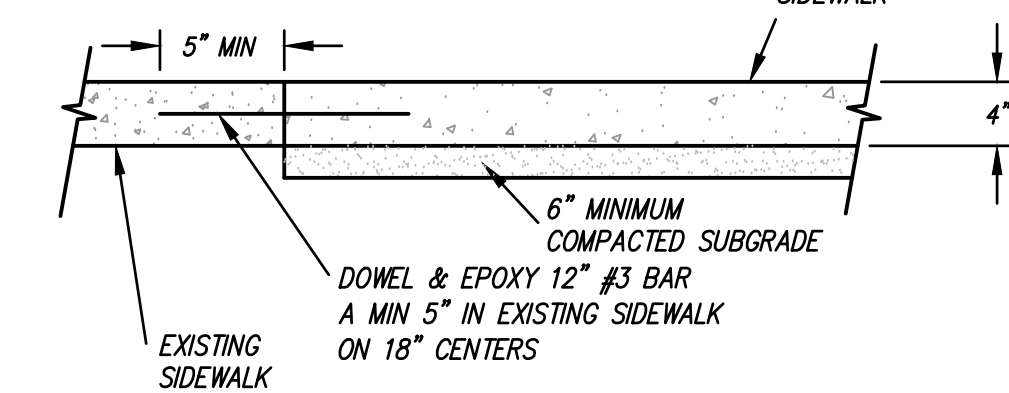
TYPICAL CURB & 12" GUTTER

N.T.S.



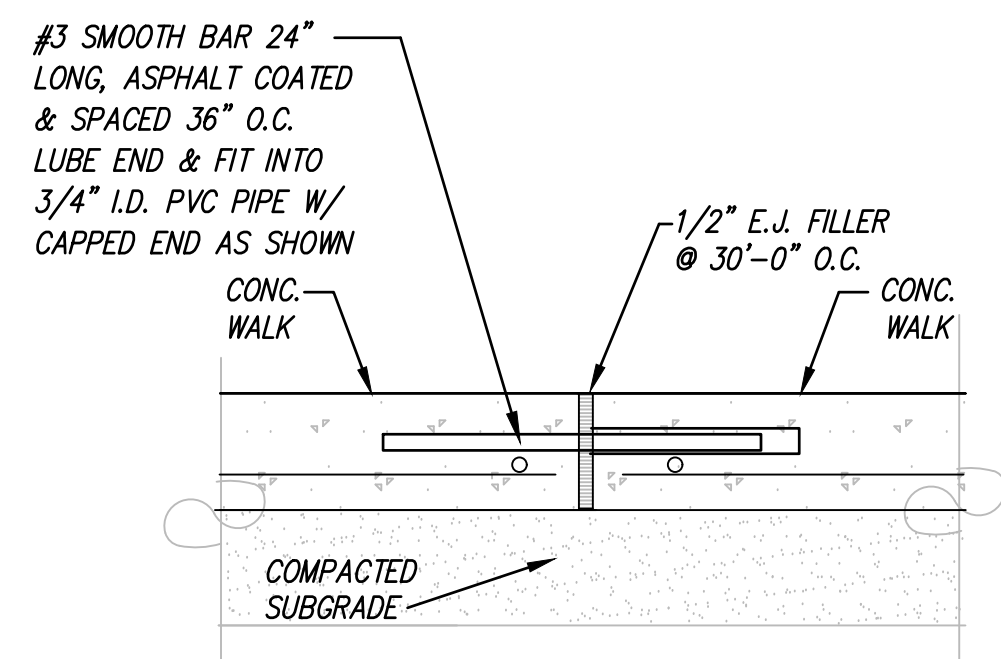
TYPICAL ALLEY PAVING SECTION (CONCRETE)

N.T.S.



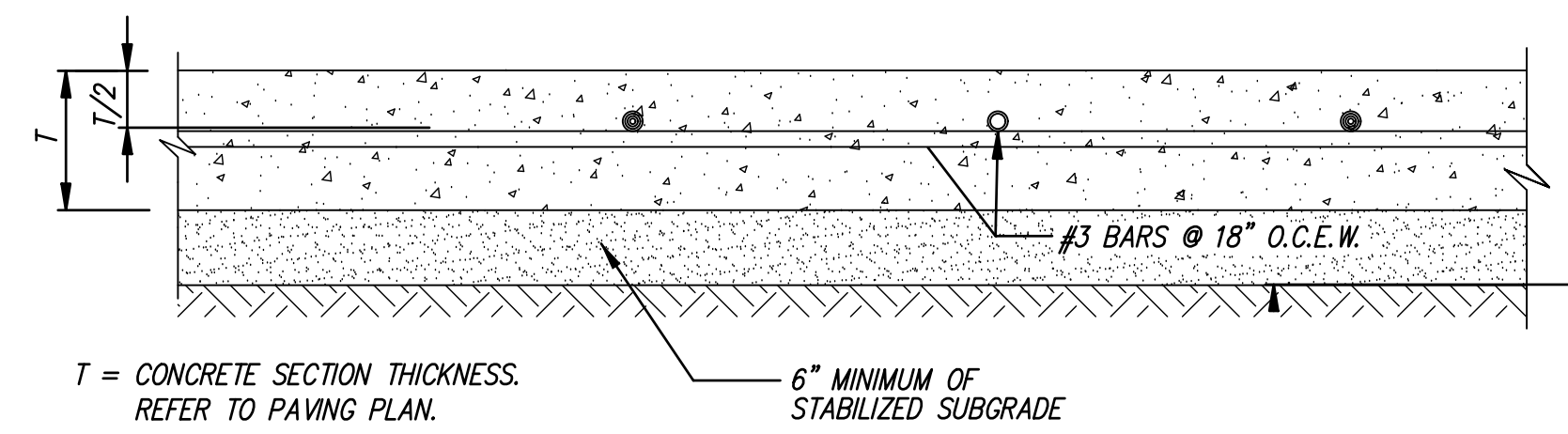
SIDEWALK CONNECTION TO EXISTING SIDEWALK

N.T.S.



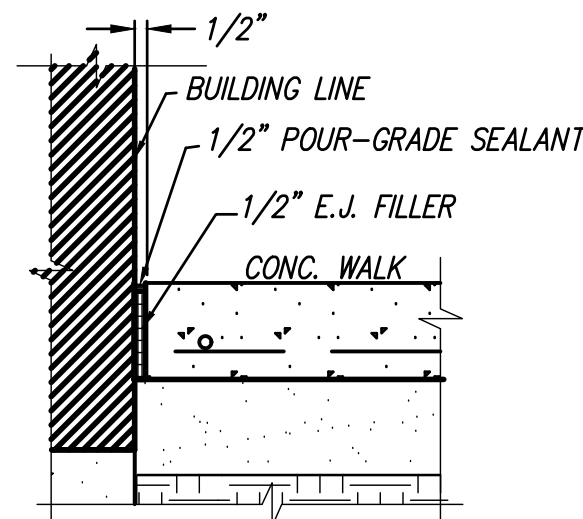
TYPICAL CONC. WALK EXPANSION JOINT

N.T.S.



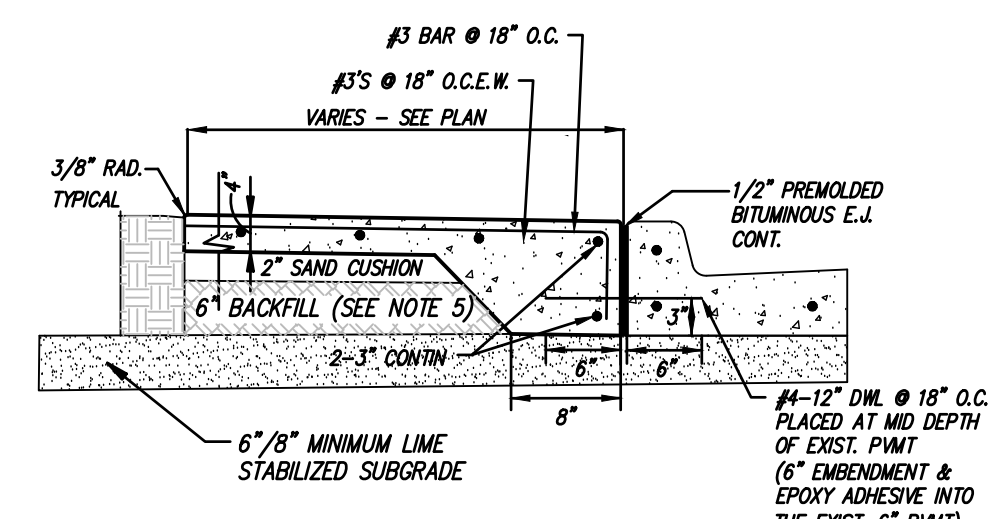
TYPICAL CONCRETE SECTION

N.T.S.



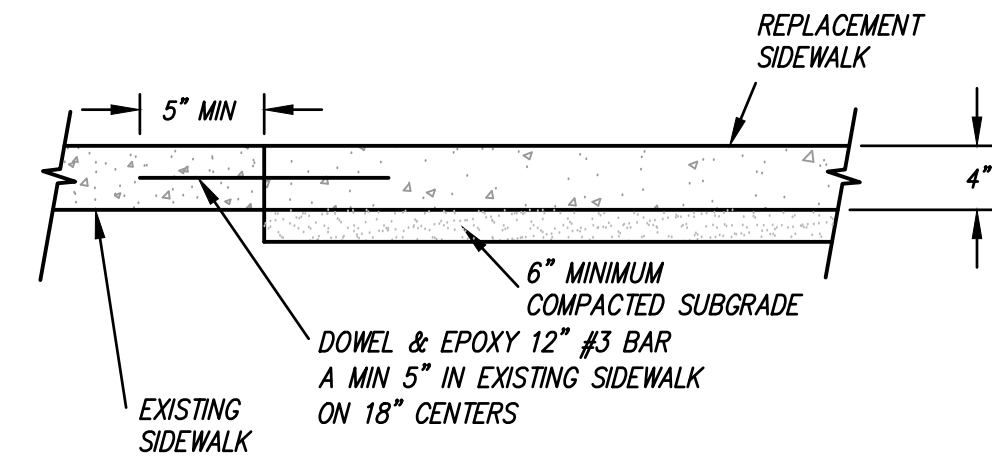
1/2" EXPAN. JOINT @ BLDG. & WALK

N.T.S.



SIDEWALK W/ THICKENED EDGE (ADJACENT TO BACK OF CURB)

N.T.S.



SIDEWALK CONNECTION TO EXISTING SIDEWALK

N.T.S.

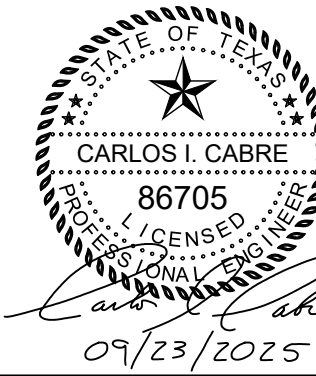
Roanoke Main Street Parking Garage

102 SOUTH US 377
ROANOKE, TX 76262

No Date Revision

Drawn By

Reviewed By

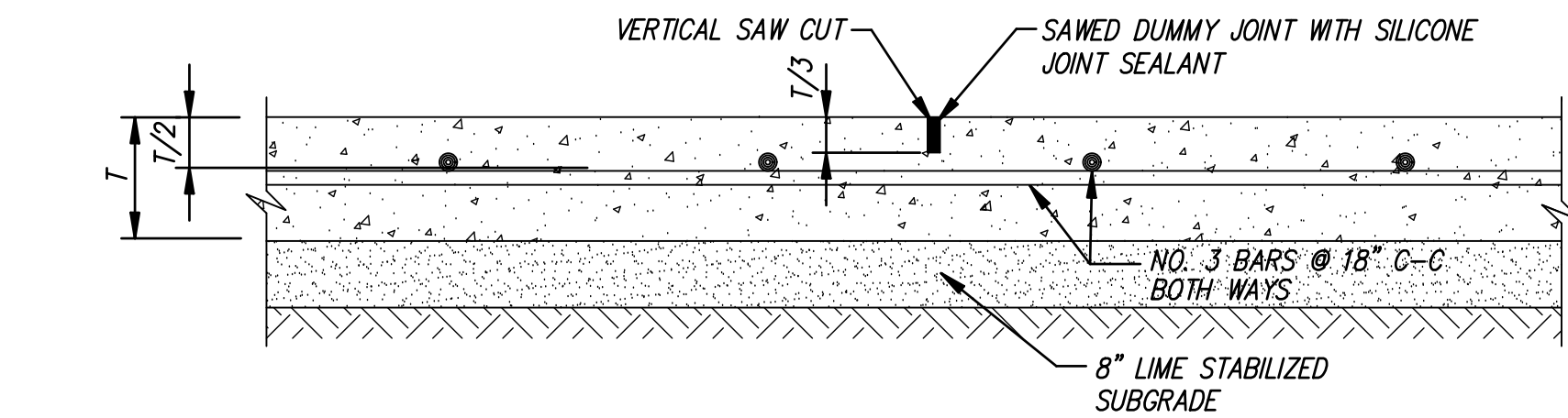


SITE DETAILS

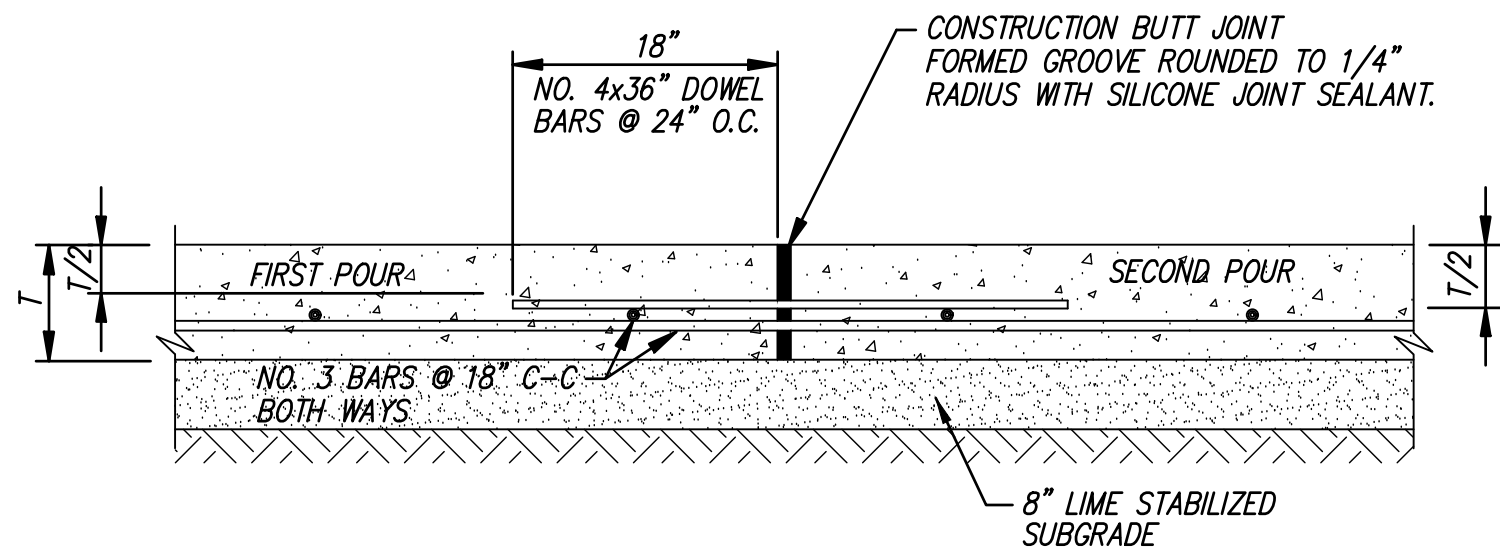
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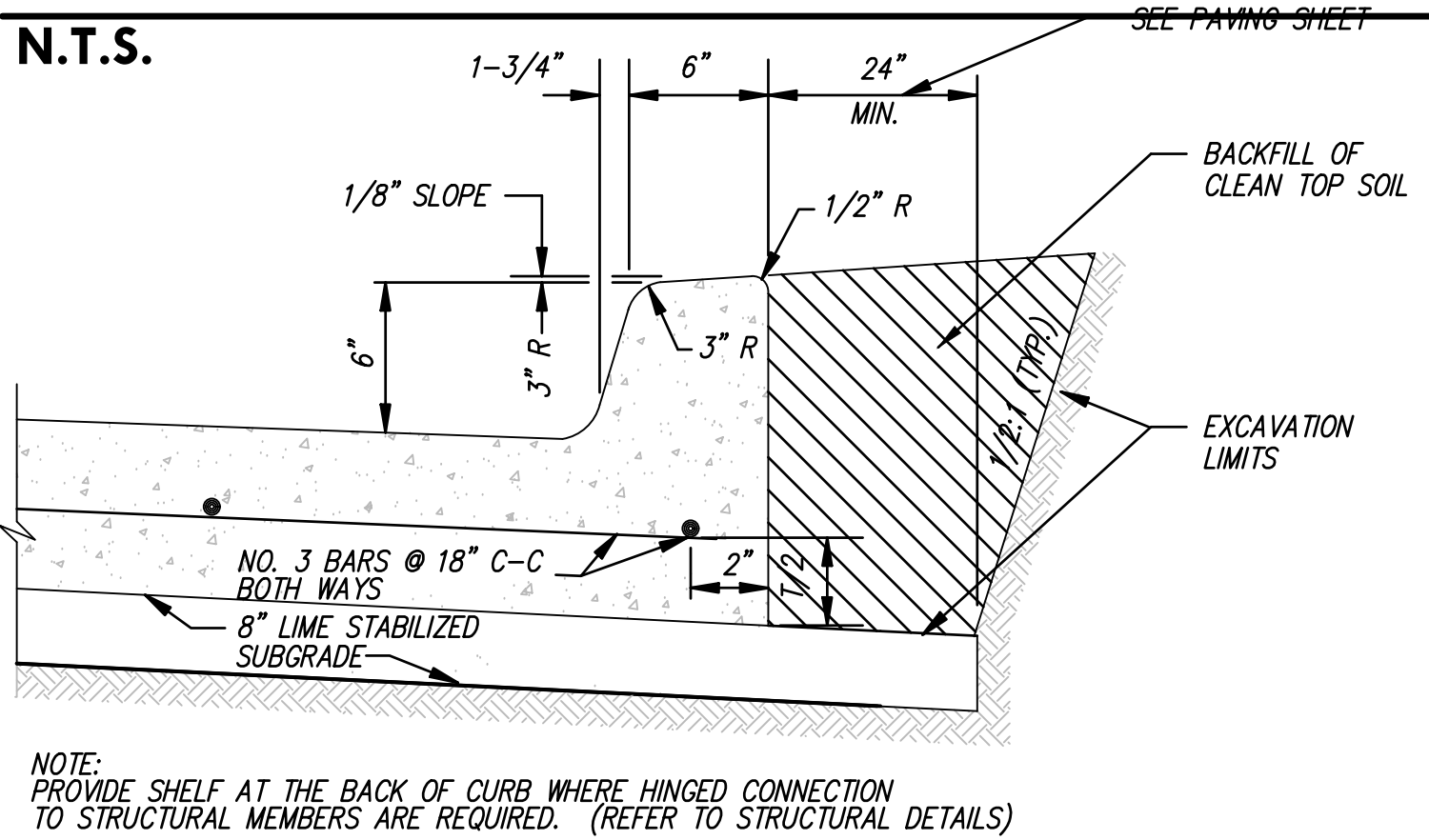
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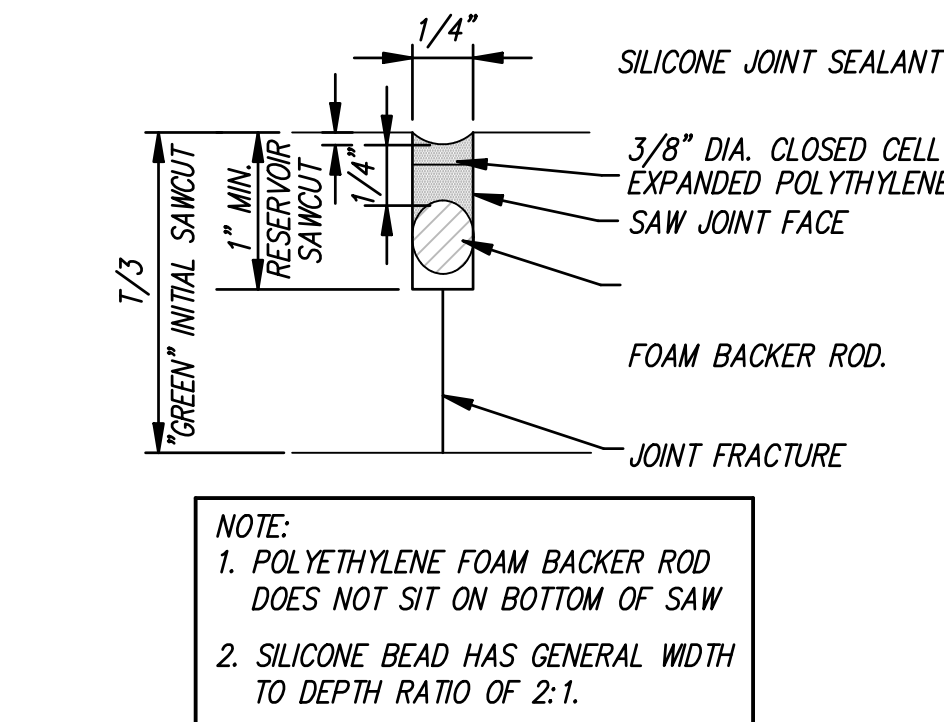
SAWED DUMMY JOINT
N.T.S.



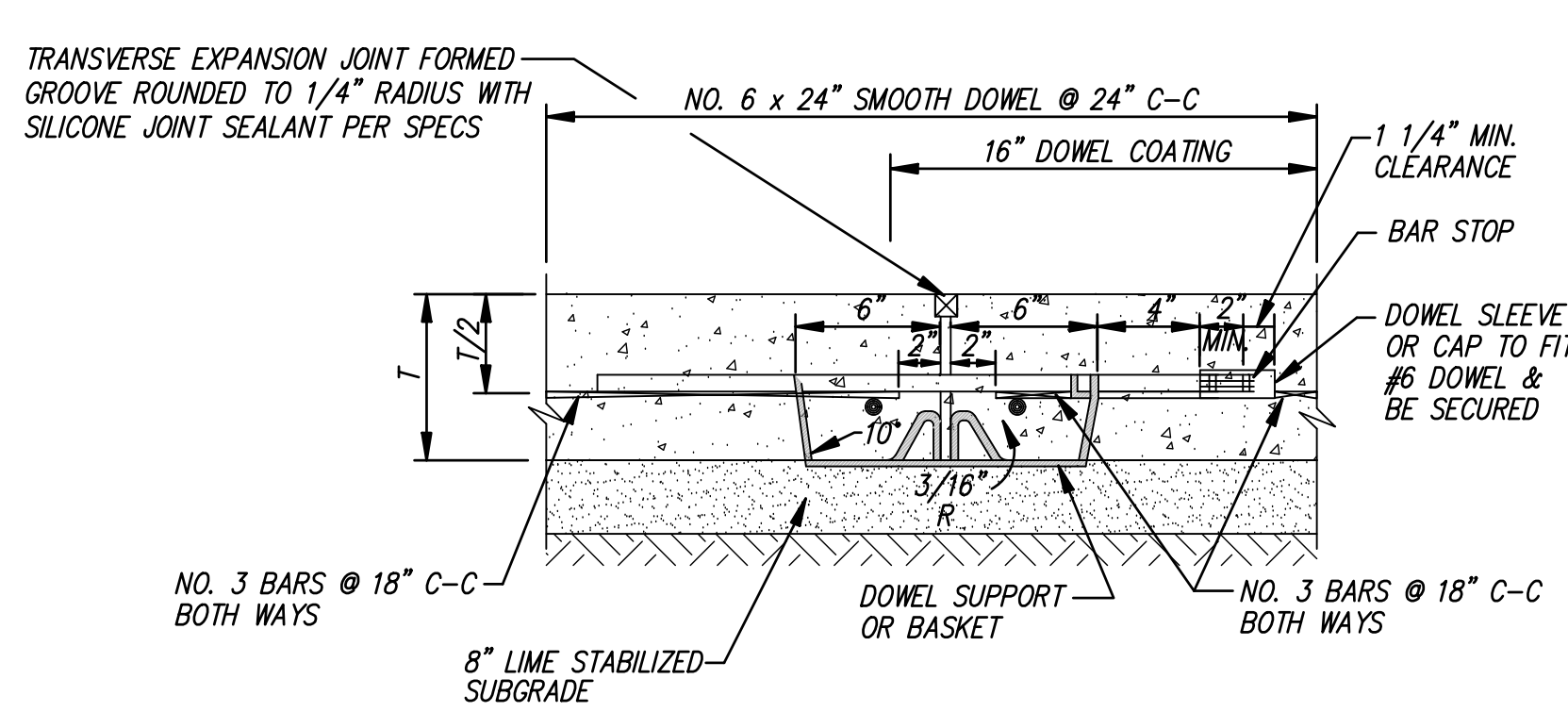
CONSTRUCTION BUTT JOINT
N.T.S.



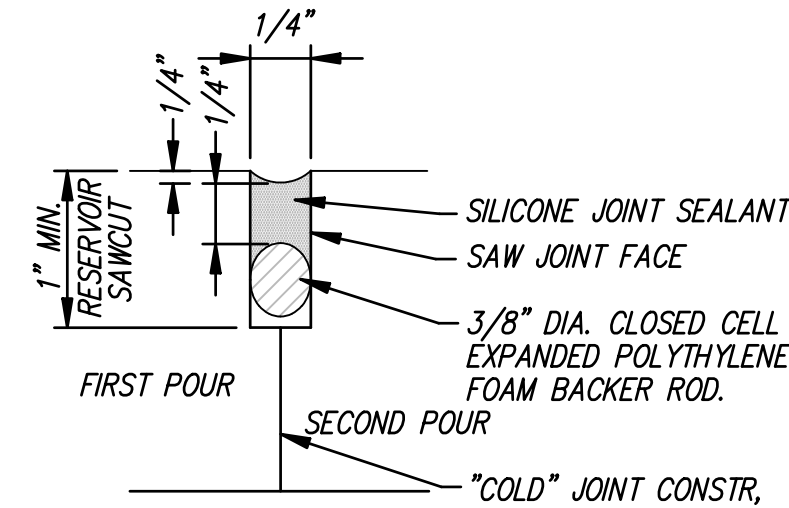
MONOLITHIC CURB
N.T.S.



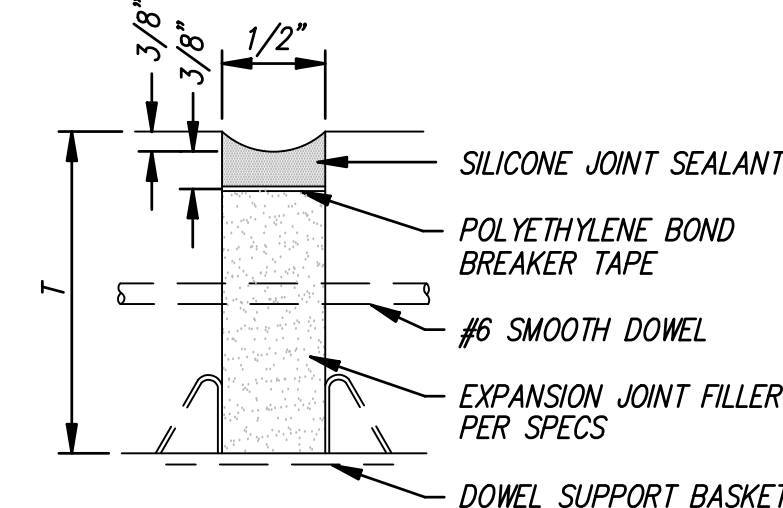
SAWED DUMMY JOINT SEAL
N.T.S.



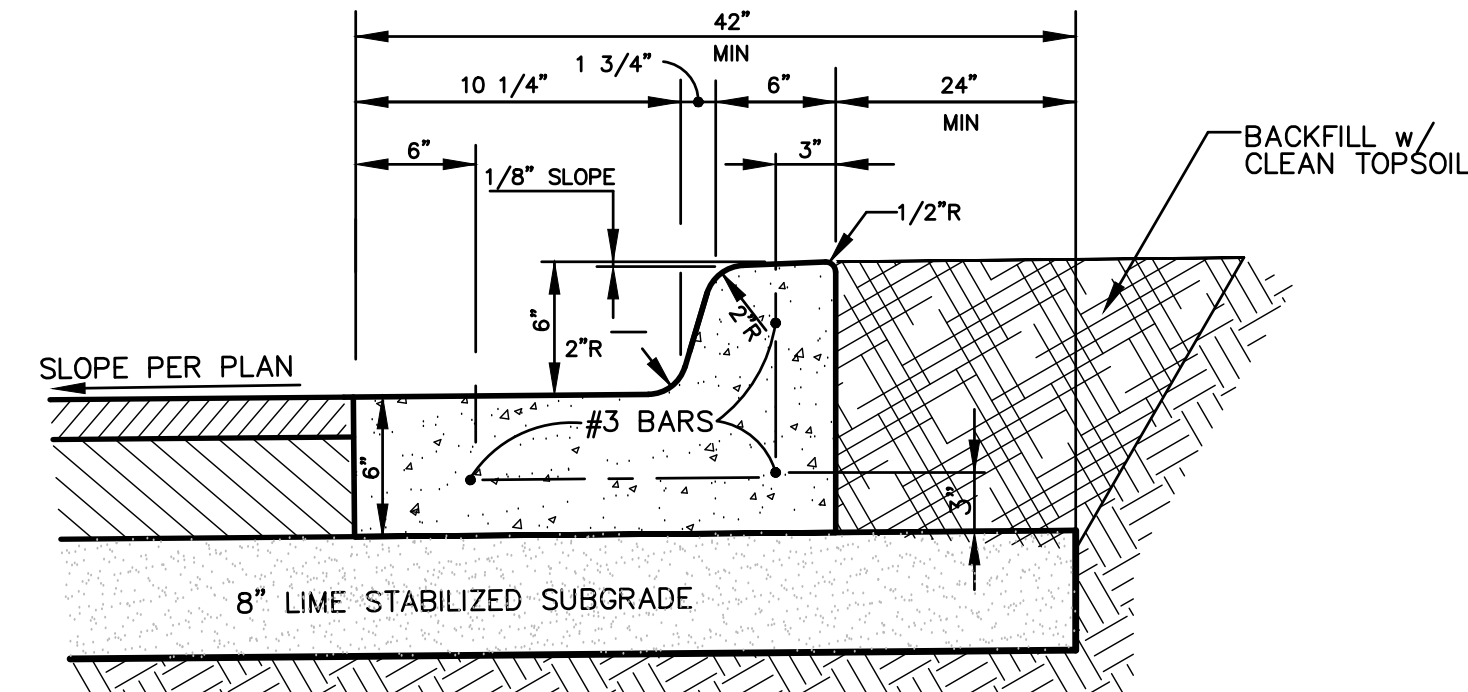
TRANSVERSE EXPANSION JOINT
N.T.S.



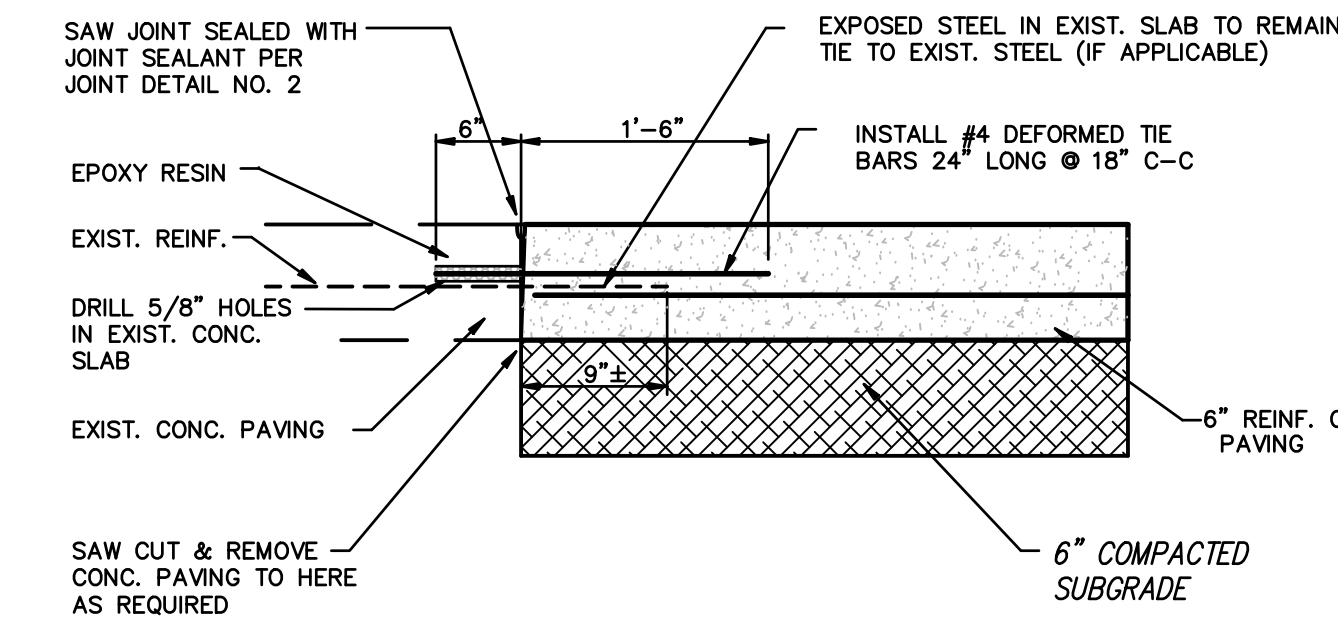
CONSTRUCTION BUTT JOINT SEAL
N.T.S.



EXPANSION JOINT SEAL
N.T.S.

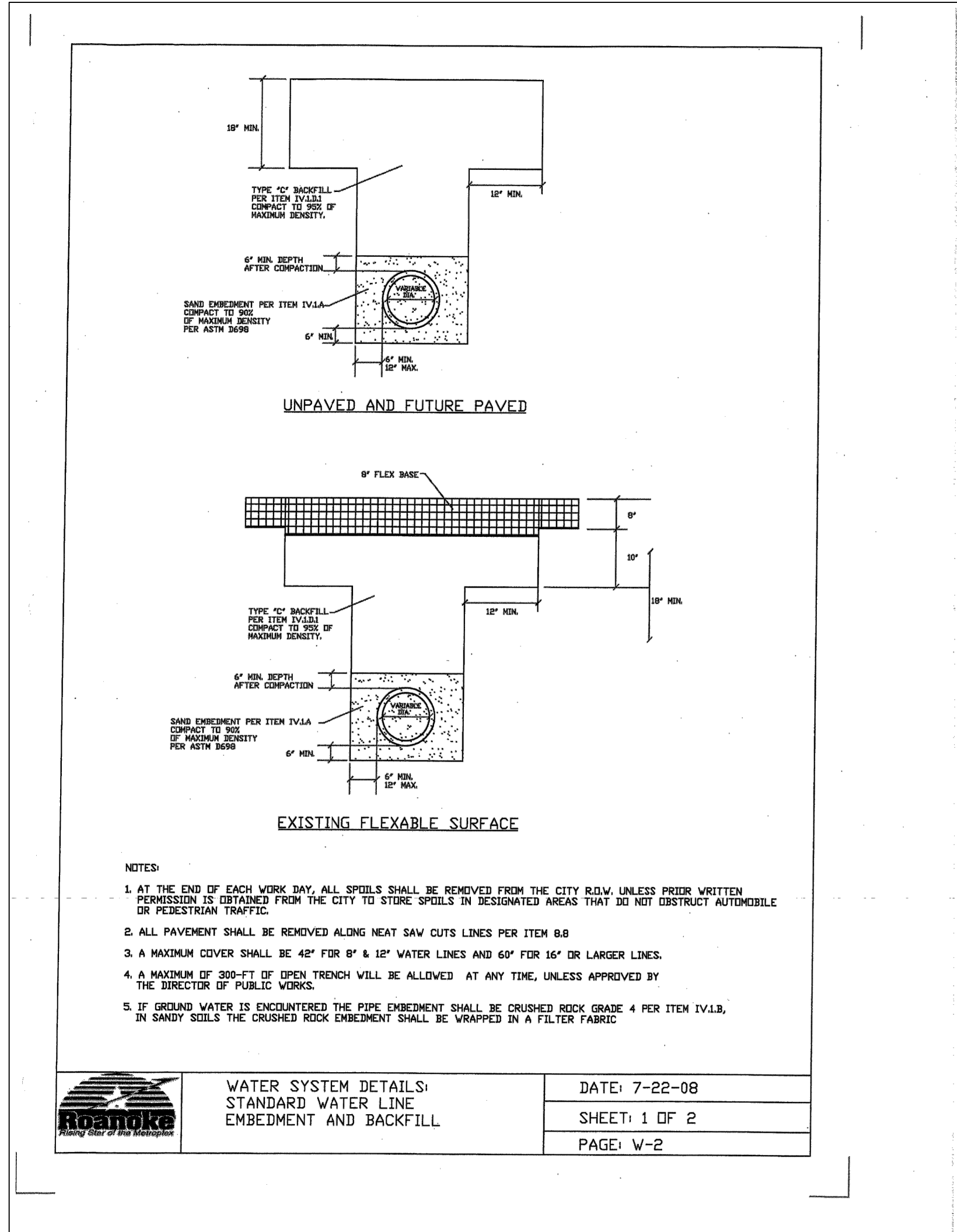


TYPICAL CURB & 12" GUTTER
N.T.S.



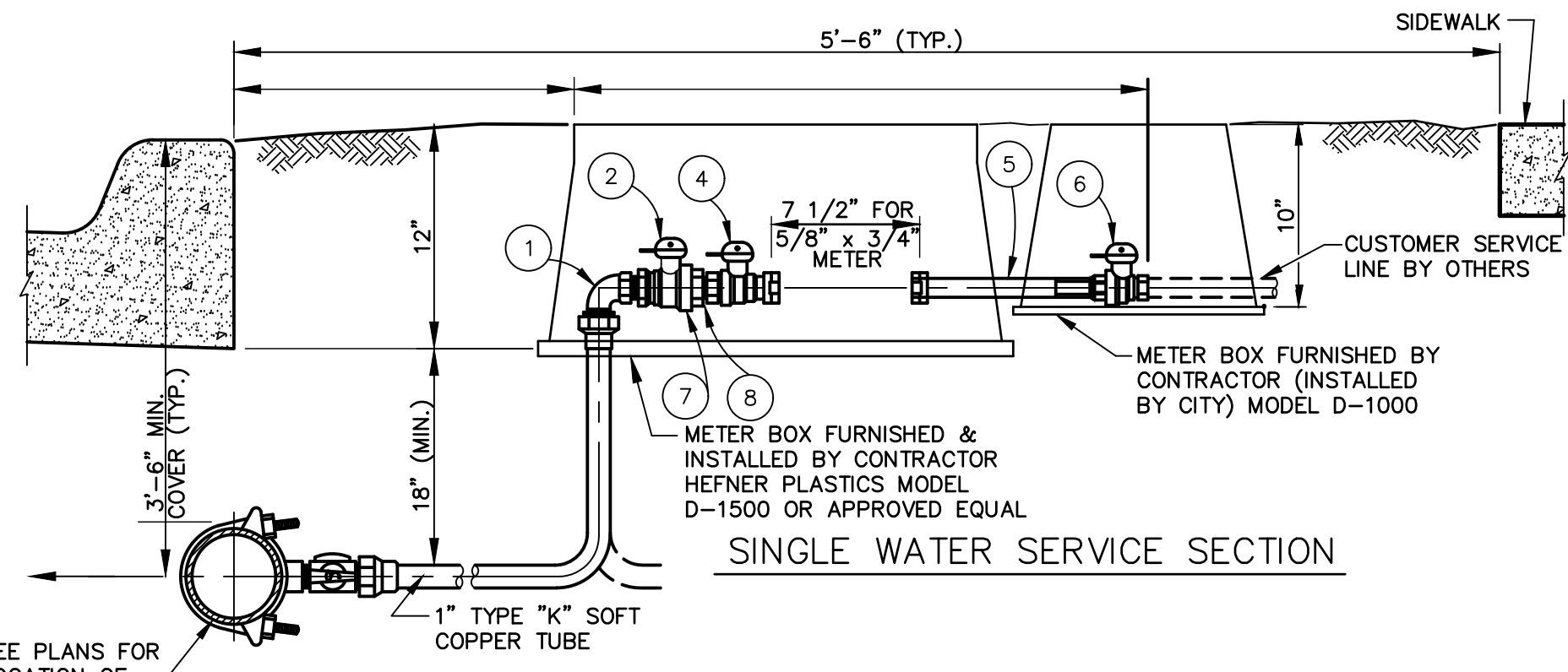
DETAIL FOR CONNECTIONS TO EXISTING CONCRETE PAVING
N.T.S.

- PAVEMENT GENERAL NOTES:
1. PAVEMENT DESIGNS ARE BASED ON THE RECOMMENDATIONS OF THE GEOTECHNICAL ENGINEERING REPORT DE22-230 (JPS PARKING GARAGE STRUCTURE FORT WORTH, TEXAS) PREPARED BY ALLIANCE GEOTECHNICAL GROUP AND DATED APRIL 24, 2023.
 2. ALL CONCRETE PAVING (5" TO 7") SHALL HAVE A MINIMUM COMPRESSIVE STRENGTH OF 4,000 PSI AT 28 DAYS. MISC. 4" CONCRETE FLATWORK SHALL HAVE A MINIMUM COMPRESSIVE STRENGTH OF 3,000 PSI AT 28 DAYS.
 3. 5" CONCRETE PAVING SHALL BE PLACED ON 8" COMPACTED SUBGRADE. 6" CONCRETE PAVING SHALL BE PLACED ON 8 INCHES OF LIME MODIFIED SUBGRADE PER TXDOT ITEM 264, AT AN APPLICATION RATE OF 8% BY DRY WEIGHT OF SOILS TO A COMPACTED DEPTH OF 8 INCHES. COMPACTION TO BE TO 95% AT A MOISTURE CONTENT RANGING FROM 0 TO +2 PERCENT OF OPTIMUM.
 4. FOR BUDGETING PURPOSES PAVING SHALL BE PLACED ON A 8" LIME STABILIZED SUBGRADE USING 8% HYDRATED LIME (36-48 lbs./SY), BY DRY WEIGHT. LIME APPLICATION RATE SHALL BE DETERMINED BY LABORATORY TESTING ONCE THE PAVEMENT SUBGRADE IS ROUGH GRADED. LIME STABILIZATION CAN BE REPLACED WITH 8 INCHES OF FLEXIBLE BASE MATERIAL (TXDOT 247, TYPE A, GRADE 1)

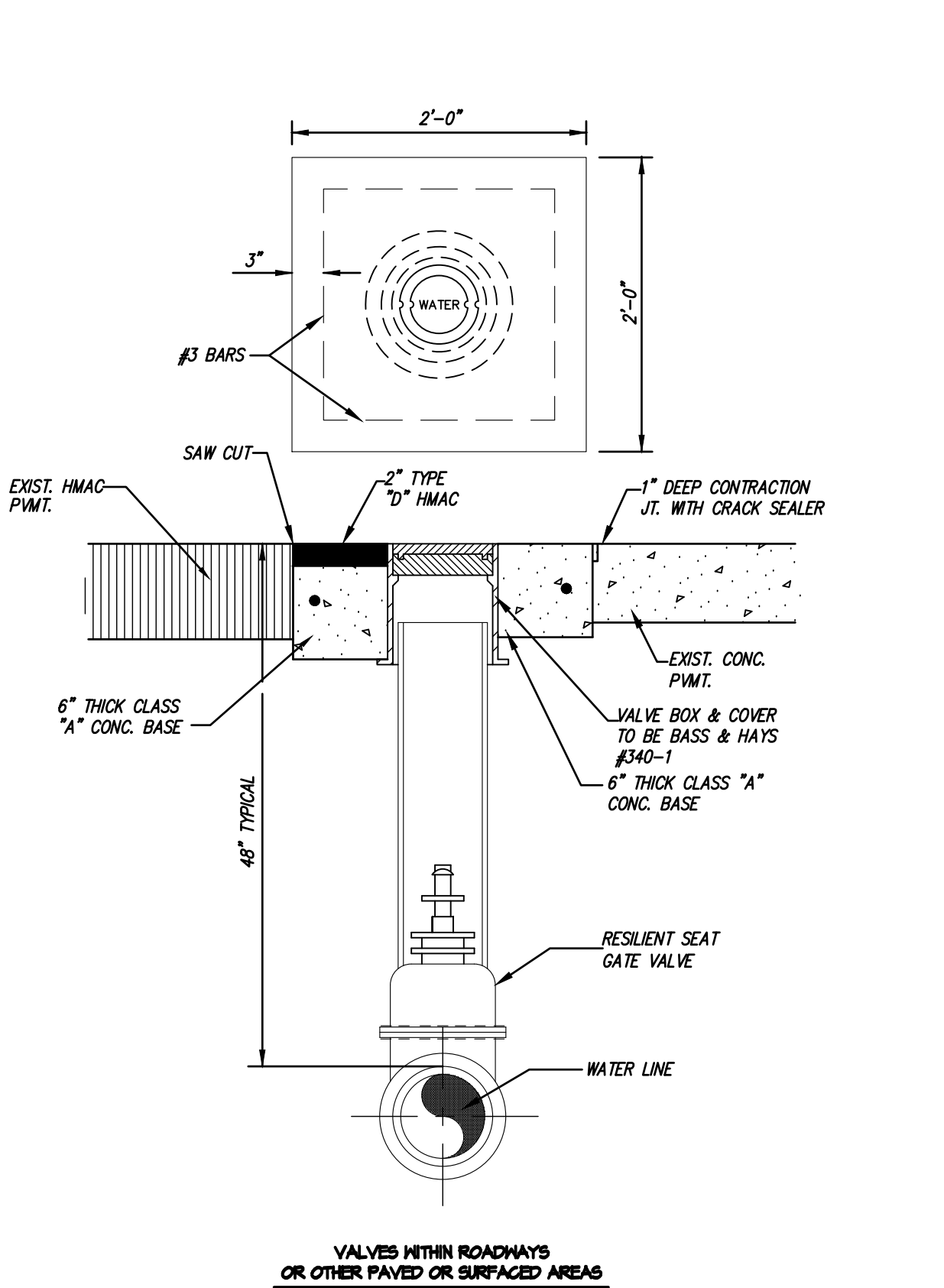
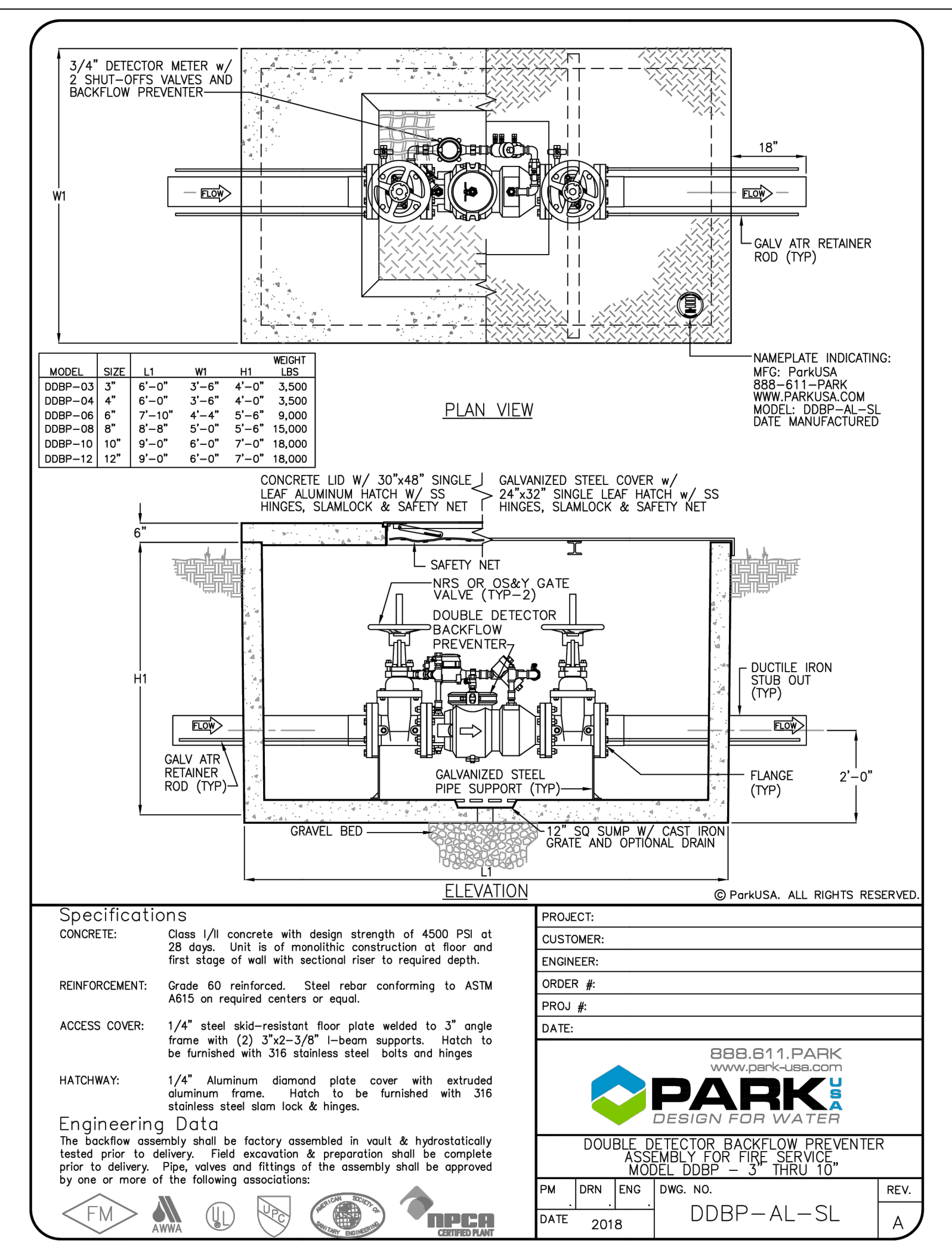


ITEM NO.	QUANTITY	SIZE	DESCRIPTION	PART NUMBER
1.	1	1"	90° BRASS ELBOW, FLARE COPPER X M.I.P., (QTR. BEND)	L-28-44 330 H 15530
2.	1	1"	BALLVALVE CB. STOP, F.I.P. X F.I.P.	B11- 330 B 444WR 20200
3.	1	1"	U-BRANCH	U88-43 H 15362
4.	1	2	BALLVALVE CB. STOP, F.I.P. X METER YOLK	B13-322W 250 B B13-322W 24351-3
5.	1	2	METER COUPLING BALLVALVE CB. STOP, F.I.P. X F.I.P.	C38-23- 215 H 10890- 99029
6.	1	2	BALLVALVE CB. STOP, F.I.P. X F.I.P.	B11- 250 B 333WR 20200-3
7.	1	1"	BRASS REDUCER BUSHING (REDUCING SPUD MIP X MIP)	- 502464
8.	1	3/4"	ALL THREAD BRASS NIPPLE	- -

- NOTES:**
- IF SERVICE IS INSTALLED AHEAD OF CURB AND GUTTER, CUT AND SHAPE PIPE TO FIT POSITION SHOWN BUT BEND DOWN ABOUT 5 INCHES TO MINIMIZE CHANCES OF DAMAGE DURING CONSTRUCTION OF CURB AND GUTTER. SERVICE LINE COVER MINIMUM 24 INCHES, UNDER STREET SUBGRADE AND MINIMUM 12 INCHES UNDER BOTTOM OF CURB AND GUTTER.
 - CONTRACTOR FURNISHES ALL PARTS LISTED AT HIS EXPENSE. ALL ITEMS SHALL BE INSTALLED BY CONTRACTOR EXCEPT ITEMS 5 AND 6 WHICH WILL BE INSTALLED BY CITY FORCES.

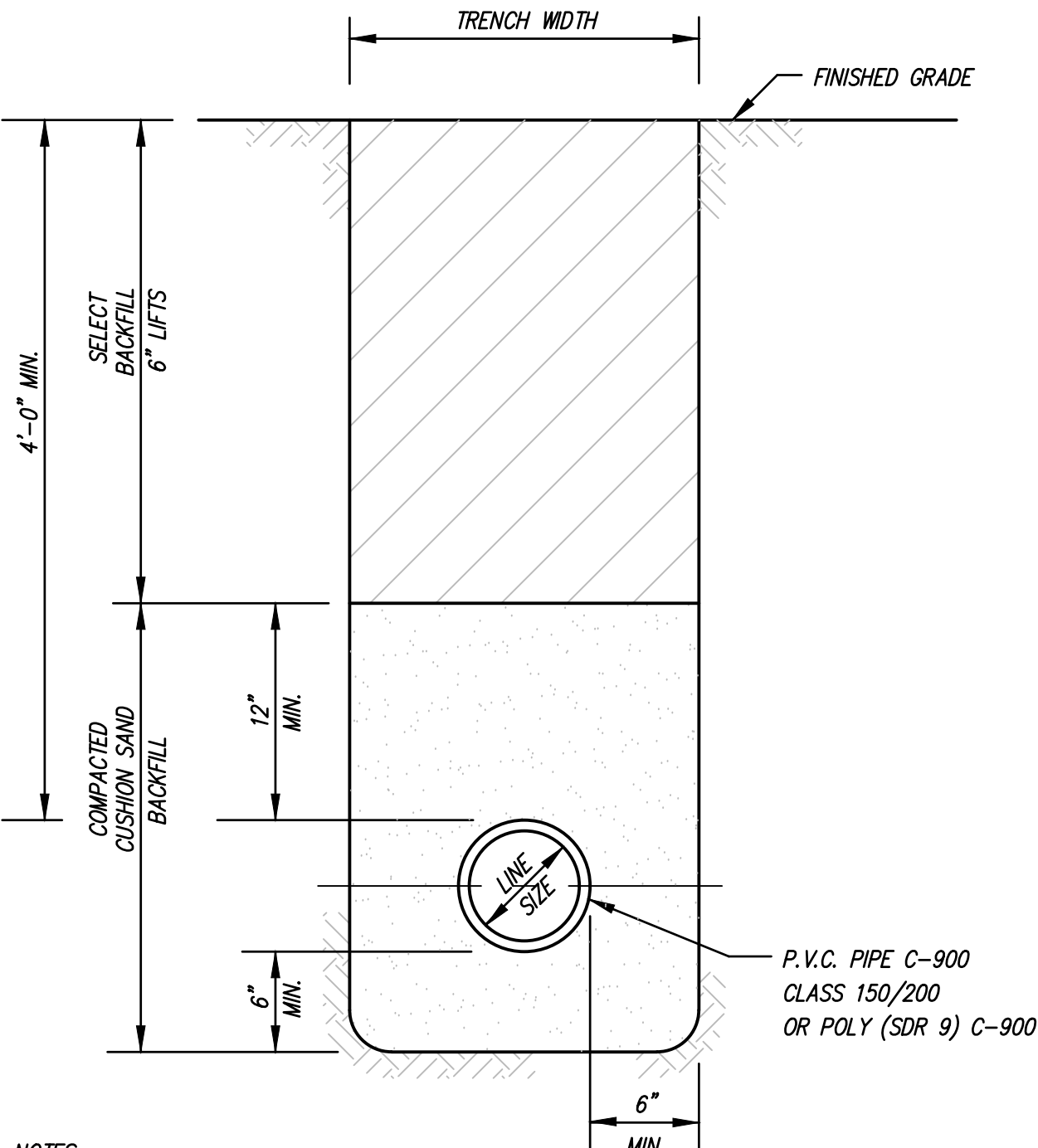


WATER METER DETAIL
N.T.S.



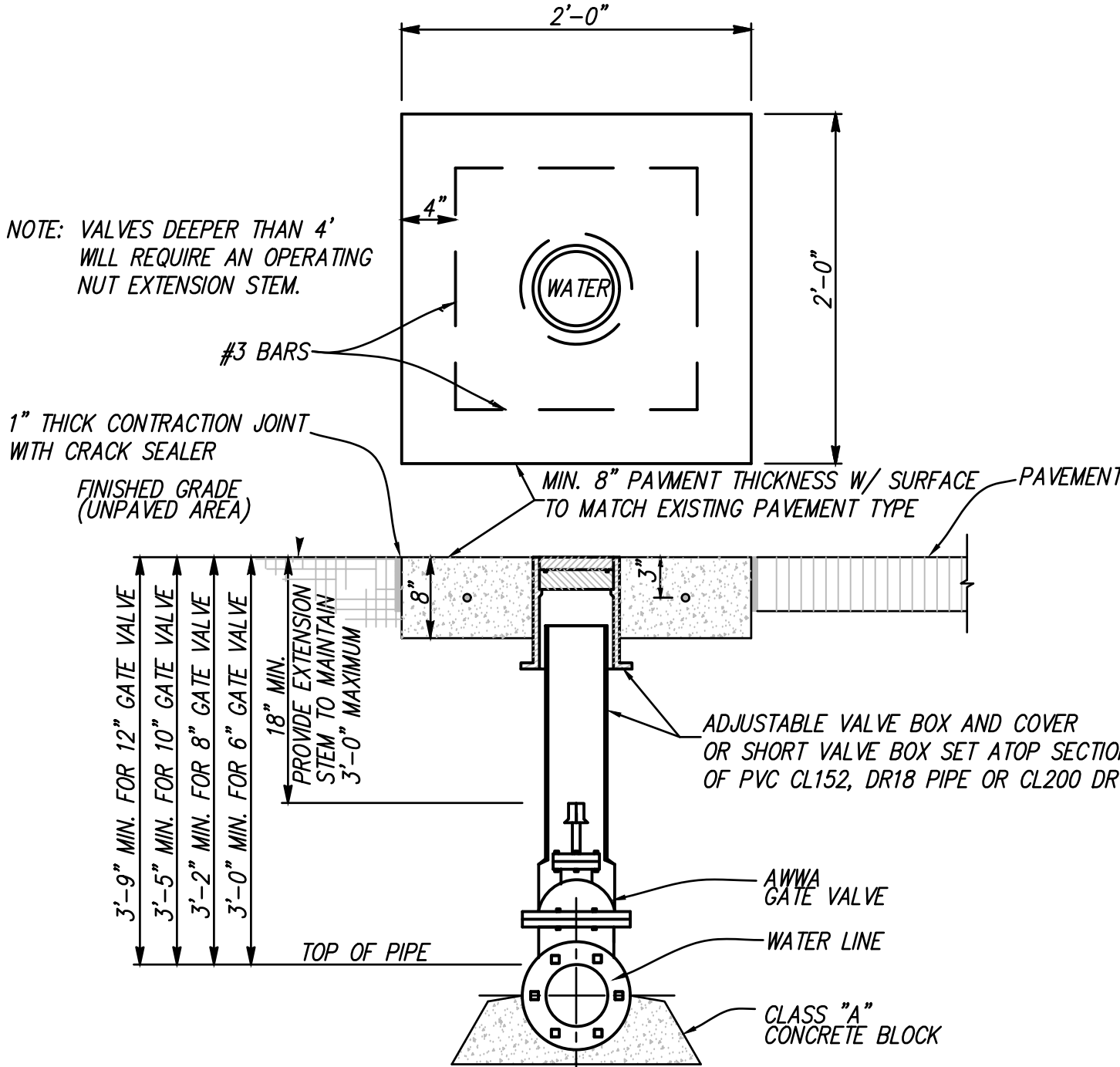
GENERAL WATER NOTES

- CONTRACTOR'S PERSONNEL SHALL WEAR IDENTIFYING CLOTHING OR HATS AT ALL TIMES.
 - THE PROPOSED WATER MAINS AT TIMES WILL BE LAID CLOSE TO OTHER EXISTING UTILITIES AND STRUCTURES BOTH ABOVE AND BELOW THE GROUND. THE CONTRACTOR SHALL MAKE NECESSARY PROVISIONS FOR THE SUPPORT AND PROTECTION OF ALL UTILITY POLES, FENCES, TREES, SHRUBS, GAS MAINS, TELEPHONE CABLES, TO ELECTRIC CABLES, DRAINAGE PIPES, UTILITY SERVICES, AND ALL OTHER UTILITIES AND STRUCTURES BOTH ABOVE AND BELOW THE GROUND DURING CONSTRUCTION. IT IS THE CONTRACTOR'S RESPONSIBILITY TO NOTIFY ALL UTILITY OWNERS PRIOR TO ANY CONSTRUCTION IN THE AREA AND VERIFY THE ACTUAL LOCATION OF ALL BURIED UTILITIES THAT MAY OR MAY NOT BE SHOWN ON THE PLANS. THE CONTRACTOR SHALL PRESERVE AND PROTECT ALL UNDERGROUND AND OVERHEAD FACILITIES AND BE RESPONSIBLE FOR ANY DAMAGE HE MAY CAUSE TO THEM.
 - THE CONTRACTOR SHALL CONTACT THE FOLLOWING AT LEAST 48 HOURS PRIOR TO EXCAVATING AT EACH LOCATION:
- FORT WORTH WATER DEPARTMENT (817) 392-4477
FORT WORTH TRANSPORTATION & PUBLIC WORKS (817) 392-7913
LIGHTS & SIGNAL DIVISION (817) 392-8100
CHARTER CABLE 509-6282
* TXU GAS 336-2328
* TXU ELECTRIC (817) 336-2328
* SOUTHWESTERN BELL TELEPHONE COMPANY ENTERPRISE 9800
* WESTERN UNION CABLE DIVISION (214) 939-1930
* AT&T FIBER OPTIC 878-8711
* MCI FIBER OPTIC 1-800-624-9675
- * THESE UTILITIES SHALL BE NOTIFIED BY CALLING 1-800-DIG-TESS (1-800-344-8377) AND GIVING MAPSCO LOCATIONS INVOLVED. CONTRACTOR SHALL MAINTAIN CONFIRMATION NUMBERS AND PROVIDE TO THE CITY ON DEMAND.
- CONTRACTOR SHALL VERIFY THE ELEVATION, CONFIGURATION, AND ANGLICATION OF EXISTING LINES PRIOR TO CONSTRUCTION OF TIE-IN MATERIALS. SUCH VERIFICATION SHALL BE CONSIDERED AS SUBSIDIARY TO COST OF PROJECT AND NO ADDITIONAL COMPENSATION WILL BE ALLOWED.
- NO EXCAVATED MATERIALS, BACKFILL MATERIALS, EQUIPMENT, OR SUPPLIES SHALL BE STORED WITHIN FLOODWAYS OR DRAINAGE EASEMENTS. (REFERENCE C6-6.6 GCD)
- TRENCHES WHICH LAY OUTSIDE EXISTING OR FUTURE PAVEMENTS SHALL BE BACKFILLED ABOVE THE TOP OF THE EMBEDMENT WITH TYPE "C" BACKFILL MATERIAL. WHEN TYPE "C" BACKFILL MATERIAL IS NOT SUITABLE, AT THE DIRECTION OF THE ENGINEER, TYPE "B" MATERIAL SHALL BE USED. ALL BACKFILL MATERIAL FOR TRENCHES LOCATED OUTSIDE EXISTING OR FUTURE PAVEMENTS SHALL BE COMPACTED TO A MINIMUM OF 90% PROCTOR DENSITY BY MEANS OF TAMPING ONLY. TRENCHES WHICH CROSS UNDER EXISTING OR FUTURE PAVEMENT SHALL BE BACKFILLED PER FIG. "A" WITH 95% PROCTOR DENSITY BY TAMPING.
- ALL EXISTING IMPROVEMENTS NOT SCHEDULED FOR REPLACEMENT DURING CONSTRUCTION WHICH ARE DAMAGED OR DESTROYED BY THE CONTRACTOR SHALL BE RESTORED TO EQUAL OR BETTER CONDITION BY THE CONTRACTOR AT NO ADDITIONAL COST TO THE CITY OR THE AFFECTED OWNER.
- CONCRETE BLOCKING SHALL BE INSTALLED ON ALL WATER LINE BENDS, FIRE HYDRANTS, FITTINGS AND VALVES. ALL HORIZONTAL BLOCKING, CRADLE BLOCKING, AND VERTICAL TIE-DOWN BLOCKING TO BE IN ACCORDANCE WITH FIG.(S) 9, 10, AND 11 OF THE GCD. BLOCKING TO BE SUBSIDIARY TO WATER LINE CONSTRUCTION AND NO EXTRA PAY WILL BE ALLOWED.
- FIRE HYDRANTS SHALL BE LOCATED AS SHOWN ON PLAN.
- ALL GATE VALVE INSTALLATIONS FOR SIZES UP TO 12" ARE TO BE PER CITY OF FORT WORTH.
- ELEVATION ADJUSTMENTS OF WATER LINE AT CONNECTIONS MAY BE MADE WITH BENDS, OFFSETS, OR JOINT DEFLECTIONS. ALL NONSTANDARD BENDS SHALL BE MADE USING THE CLOSEST STANDARD M.J. FITTINGS WITH THE REQUIRED JOINT DEFLECTIONS. (DEFLECTIONS NOT TO EXCEED MANUFACTURER'S RECOMMENDED DEFLECTION PER JOINT.)
- PROPOSED WATER EXCAVATION AND BACKFILL REPAIR SHALL BE IN ACCORDANCE WITH CITY OF FORT WORTH STANDARDS.
- THE UTILITIES SHOWN ON THE PLANS WERE COMPILED FROM VARIOUS SOURCES AND ARE INTENDED TO SHOW THE GENERAL EXISTENCE AND LOCATION OF UTILITIES IN THE AREA OF CONSTRUCTION. THE ENGINEER ASSUMES NO RESPONSIBILITY FOR THE ACCURACY OF THE UTILITY INFORMATION SHOWN ON THE PLANS. THE CONTRACTOR SHALL VERIFY THE EXACT LOCATION OF ALL UTILITIES PRIOR TO CONSTRUCTION. THE CONTRACTOR SHALL CONTACT UTILITY COMPANIES 48 HOURS IN ADVANCE OF ANY CONSTRUCTION ACTIVITIES IN ORDER TO DETERMINE IF THERE IS ANY CONFLICT WITH THE PROPOSED FACILITIES. THE CONTRACTOR SHALL NOTIFY ENGINEER IMMEDIATELY WHEN CONFLICTS WITH EXISTING UTILITIES ARE DISCOVERED.

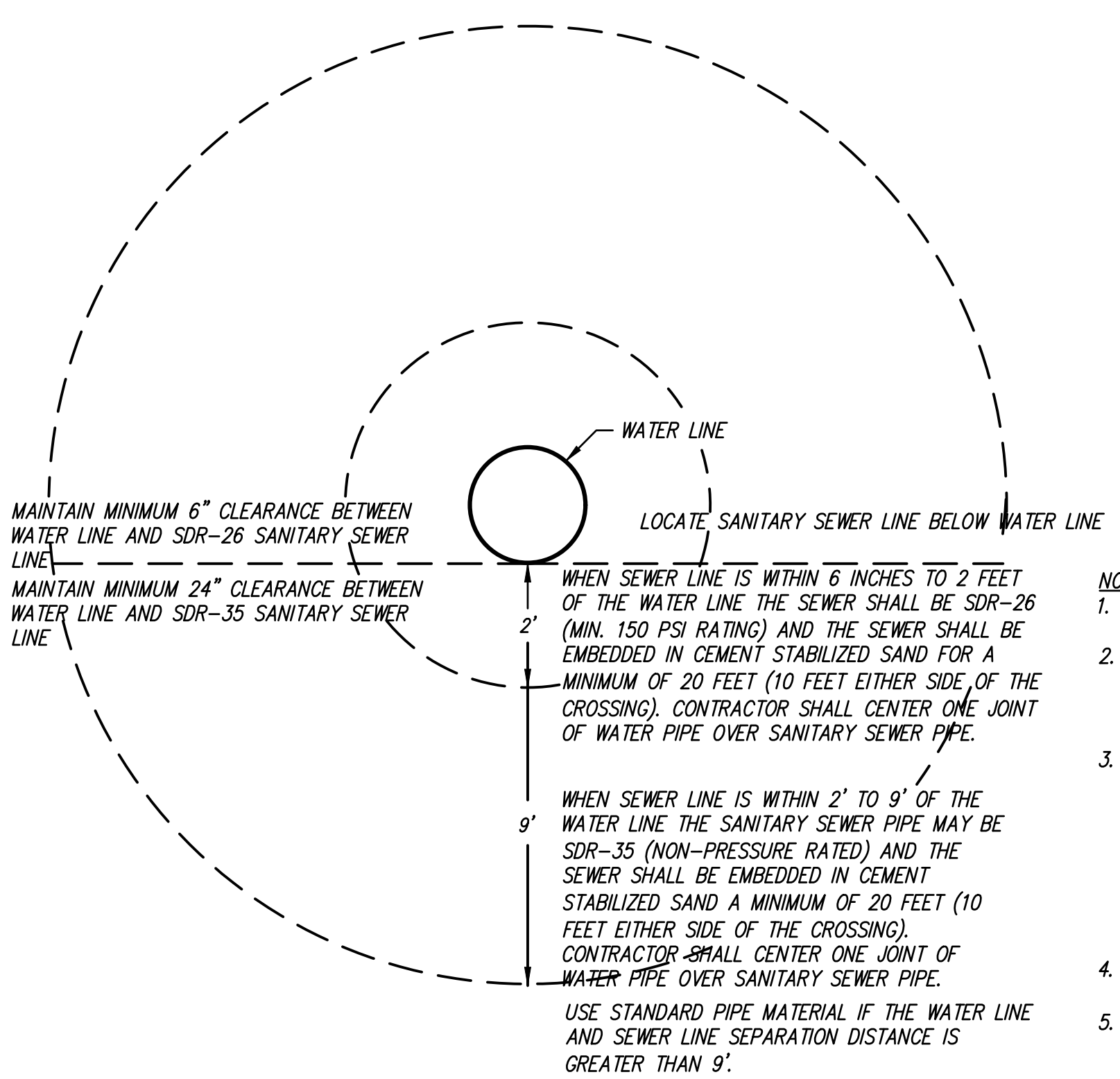


- NOTES:**
- NO A.C. PIPE ALLOWED.
 - DOM. WATER LINE SIZES 3" AND LESS SHALL BE POLY (SDR 9) C-901. DOMESTIC WATER LINE SIZES 4" TO 6" (INCHES) SHALL BE C-900 CLASS 200. DOMESTIC WATER LINE SIZES GREATER THAN 6" SHALL BE C-900 CLASS 150 (DR-18) PVC.
 - ALL FLUSHING VALVES AND GATE VALVES TO BE A.W.W.A. STANDARD COUNTERCLOCKWISE OPENING.
 - COMPACT BACKFILL IN 6" LIFTS TO 95% PROCTOR DENSITY WITHIN RIGHT-OF-WAY AND BOX IN OTHER AREAS.
 - CUSHION SAND MUST PASS NO. 8 SIEVE.
 - SELECT BACKFILL IS NATIVE TRENCH MATERIAL WITH NO ROCKS OVER 3" IN DIAMETER, OR CEMENT STABILIZED SAND W/ A 1' CAP OF NATIVE MATERIAL.

WATER PVC/POLY PIPE BEDDING & BACKFILL
N.T.S.



6" THRU 12" GATE VALVE DETAIL
N.T.S.



- NOTES:**
- THE SANITARY SEWER LINE SHALL BE LOCATED BELOW THE WATER LINE AND NO CLOSER THAN 6 INCHES.
 - ONE WATER PIPE SEGMENT SHALL BE CENTERED OVER THE SANITARY SEWER PIPE SUCH THAT THE JOINTS OF THE WATER PIPE ARE EQUIDISTANT AND AT LEAST 9' HORIZONTALLY FROM THE CENTERLINE OF THE SANITARY SEWER PIPE.
 - WHERE CEMENT STABILIZED SAND BEDDING IS REQUIRED, THE CEMENT STABILIZED SAND SHALL HAVE A MINIMUM OF 10% CEMENT PER CUBIC YARD OF CEMENT STABILIZED SAND MIXTURE BASED ON LOOSE DRY WEIGHT VOLUME (AT LEAST 2.5 BAGS OF CEMENT PER CUBIC YARD OF MIXTURE). THE CEMENT STABILIZED SAND BEDDING SHALL BE A MINIMUM OF SIX INCHES ABOVE AND FOUR INCHES BELOW THE SANITARY SEWER PIPE.
 - MAINTAIN 9' SEPARATION BETWEEN FIRE HYDRANTS AND SANITARY SEWER LINES.
 - MAINTAIN 9' SEPARATION BETWEEN SANITARY SEWER MANHOLES AND WATER LINES.

Roanoke Main Street Parking Garage

102 SOUTH US 377
ROANOKE, TX 76262

No. _____ Date _____ Revision _____

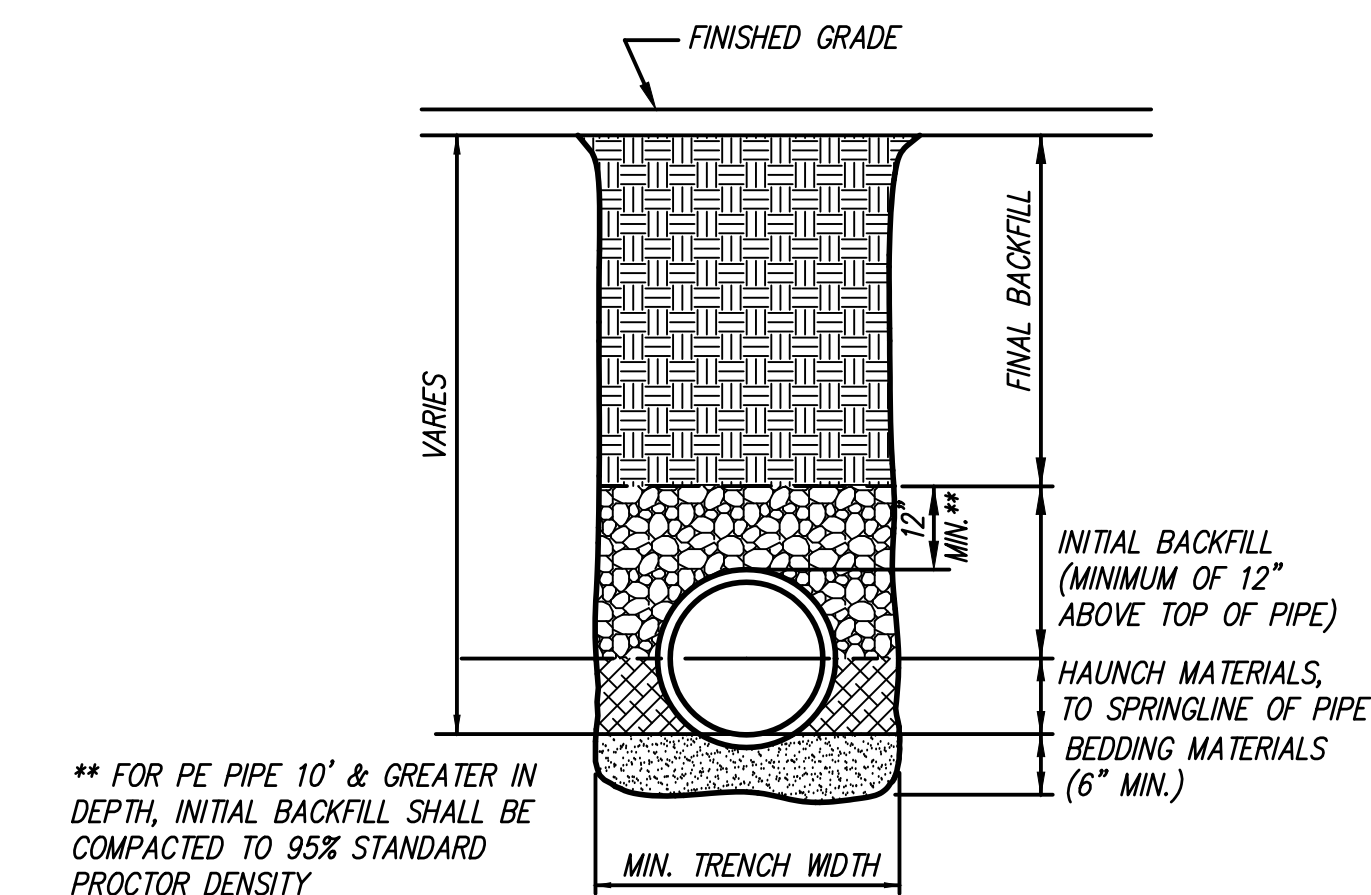
Drawn By _____

Reviewed By _____

CARLOS I. CABRE
86705
LICENSED PROFESSIONAL ENGINEER
09/23/2025

WATER UTILITY DETAILS

Project No. 24065
Date 09/23/25
TNP PROJ. NO. GFN24328
TBPE: F-230; TBPLS: 10011600, 10011601, 10194381
GBPE No. PEF007431; TBAE No. BR 2673



** FOR PE PIPE 10" & GREATER IN DEPTH, INITIAL BACKFILL SHALL BE COMPACTED TO 95% STANDARD PROCTOR DENSITY

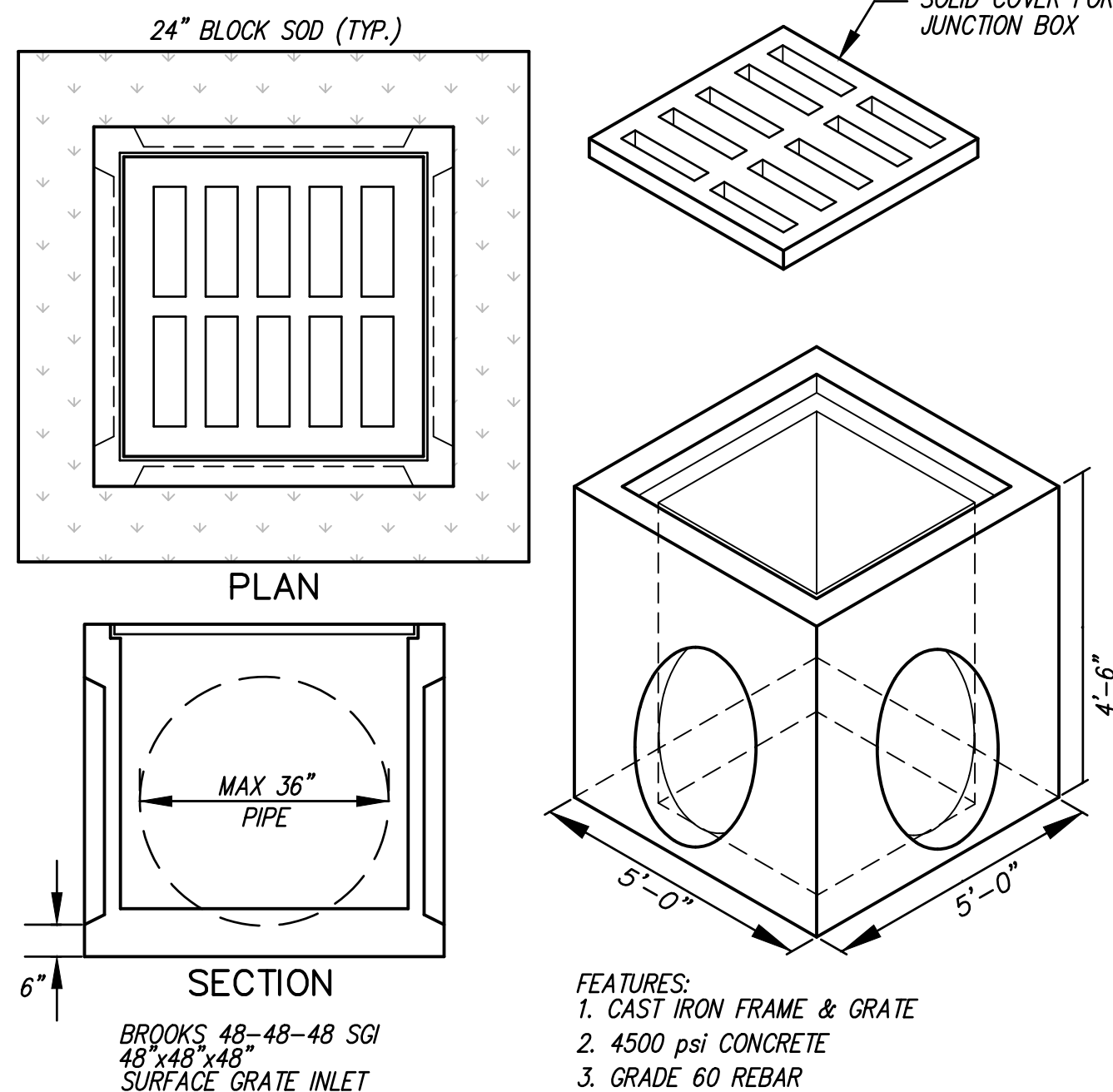
STORM DRAIN PIPE (HDPE OR PVC) EMBEDMENT & STORM DRAIN TRENCH BACKFILL DETAILS N.T.S.

NOTES:

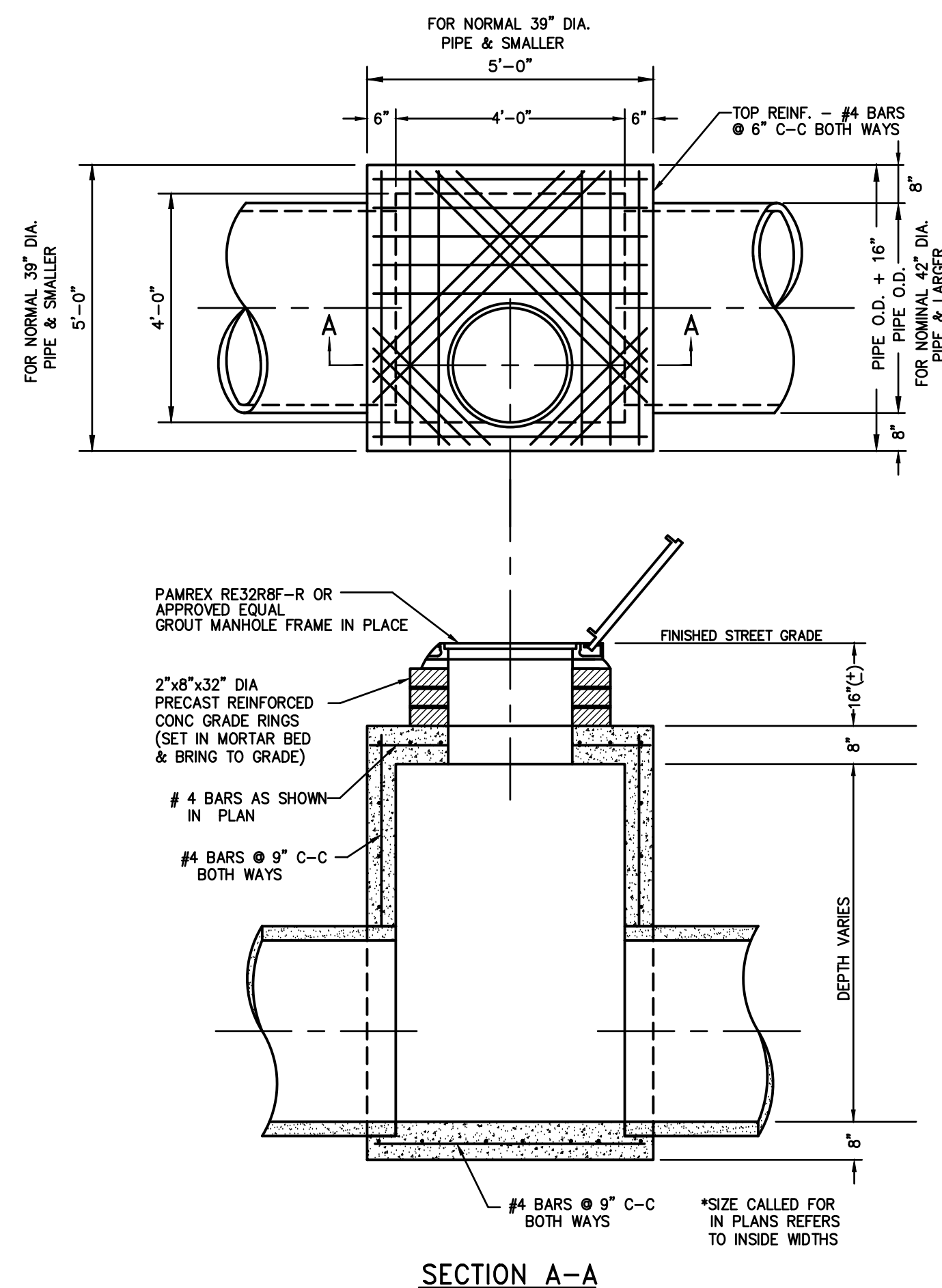
1. BEDDING MATERIALS SHALL BE CLASS IB (1/2" - 3/4" CRUSHED STONE) MATERIALS AS DEFINED IN TABLE 1, ASTM D-2321.
2. INSTALLATION OF THESE MATERIALS SHALL BE AS PER TABLE 2.
3. HAUNCH MATERIALS SHALL BE CLASS IB (1/2" - 3/4" CRUSHED STONE) MATERIALS AS REQUIRED ABOVE, RESTRICTED AS PER D-2321, TABLE 2.
4. INITIAL BACKFILL MATERIALS SHALL BE CLASS IB (1/2" - 3/4" CRUSHED STONE) MATERIALS AS REQUIRED ABOVE, RESTRICTED AS PER D-2321, TABLE 2.
5. MINIMUM TRENCH WIDTHS (AS REQUIRED BY ASTM D-2321) ARE AS FOLLOWS

PIPE DIAMETER	MIN. TRENCH WIDTH
8"	25"
10"	27"
12"	30"
15"	34"
18"	38"
24"	48"
30"	52"
36"	65"

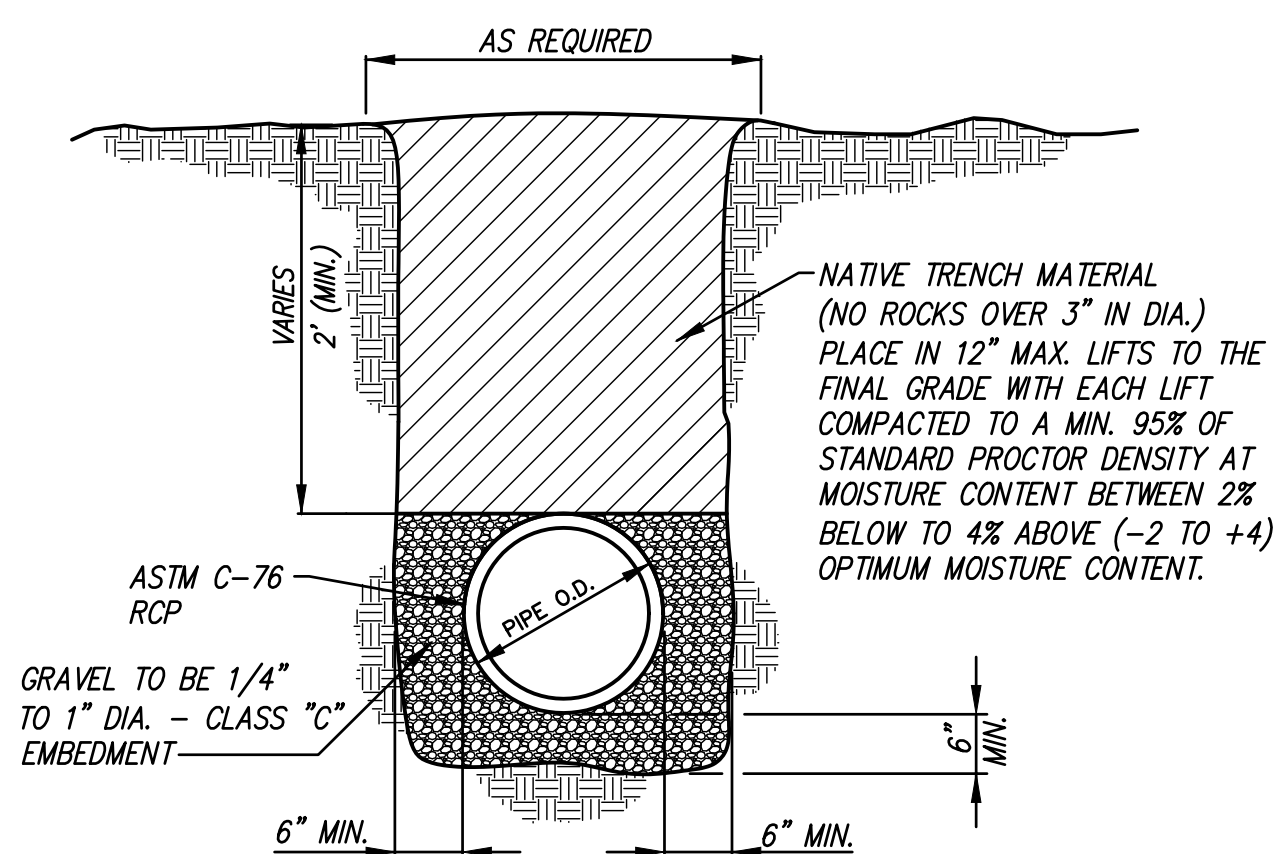
- * A LESSER TRENCH WIDTH WILL BE PERMITTED ONLY WHERE IT IS DETERMINED THE CONTRACTOR CAN UTILIZE EQUIPMENT CAPABLE OF MEETING THE REQUIRED INSTALLED DENSITIES.
5. WHERE THE TRENCH BOTTOM IS UNSTABLE, CONTRACTOR SHALL EXCAVATE TO A DEPTH AS REQUIRED BY THE ENGINEER AND REPLACE WITH A FOUNDATION OF CLASS I OR II MATERIALS; AS AN ALTERNATIVE, TRENCH BOTTOM MAY BE STABILIZED USING A GEOFABRIC.
 6. FINAL BACKFILL UNDER PAVED AREAS SHALL BE CLASS II OR III MATERIALS AS DEFINED IN TABLE 1, ASTM D-2321 TO WITHIN 18" OF FINISHED GRADE.
 7. FINAL BACKFILL OUTSIDE PAVED AREAS SHALL BE SELECT MATERIALS TO FINISHED GRADE.



48"x48" CATCH BASIN N.T.S.



STORM DRAIN MANHOLE N.T.S.



RCP TRENCH EMBEDMENT & BACKFILL DETAIL N.T.S.

NOTE:

THE USE OF 1" CRUSHED STONE (RECYCLED CONCRETE) IS ACCEPTABLE TO USE FOR EMBEDMENT AND BACKFILL OF THE STORM DRAIN PIPE.

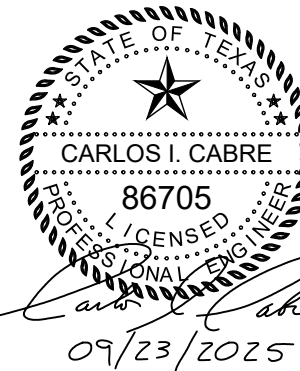
Roanoke Main Street Parking Garage

102 SOUTH US 377
ROANOKE, TX 76262

No Date Revision

Drawn By

Reviewed By



STORM DRAIN DETAILS

Project No. 24065
Date 09/23/25

TNP PROJ. NO. GFN24328
TBPE: F-230; TBPLS: 10011600, 10011601, 10194381
GBPE No. PEF007431; TBAE No. BR 2673

C9.05

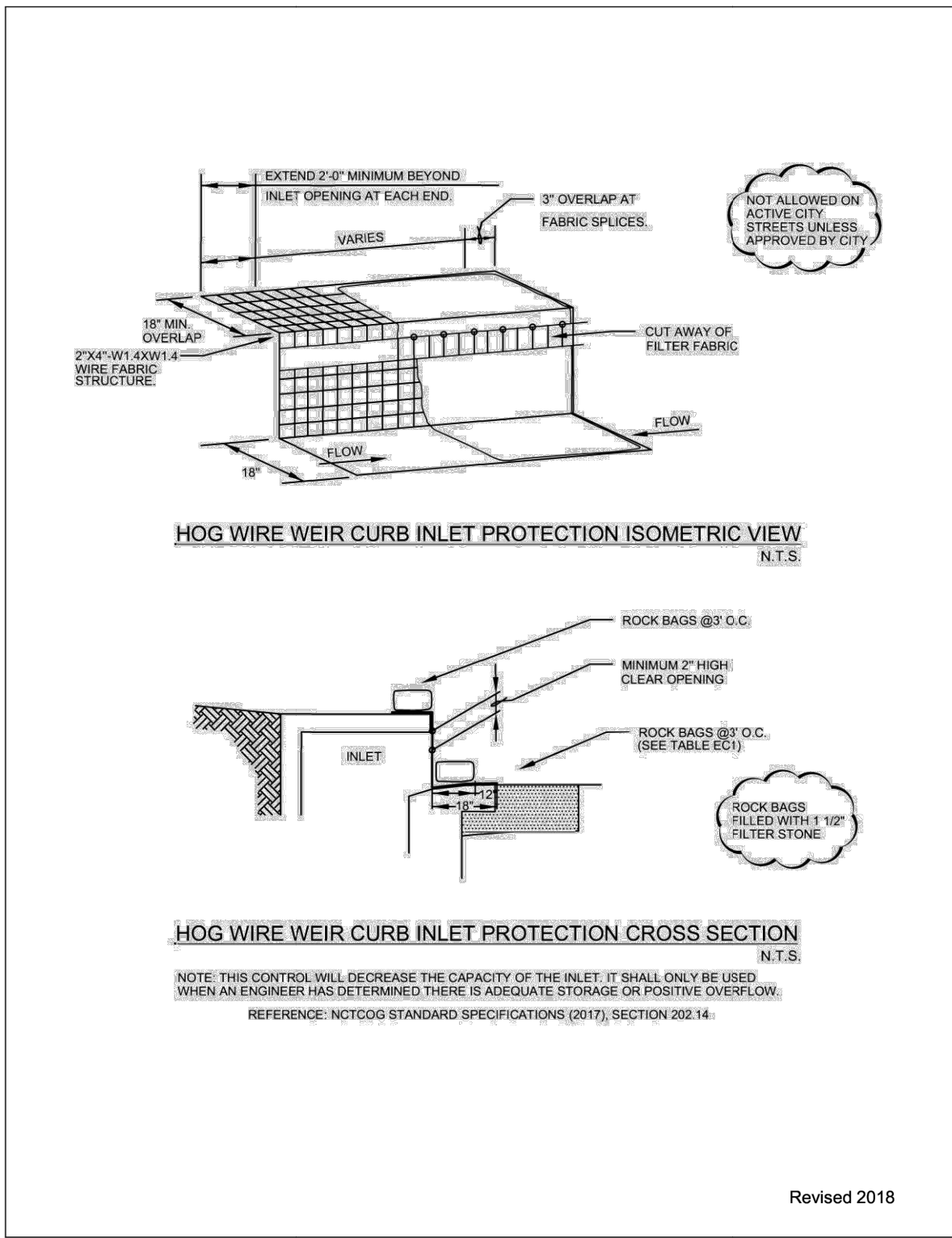


Figure 3.7 Schematics of Hog Wire Weir Curb Inlet Protection
(Source: Modified from City of Round Rock Detail E-03)

Inlet Protection
April 2010, Revised 9/2014

CC-94

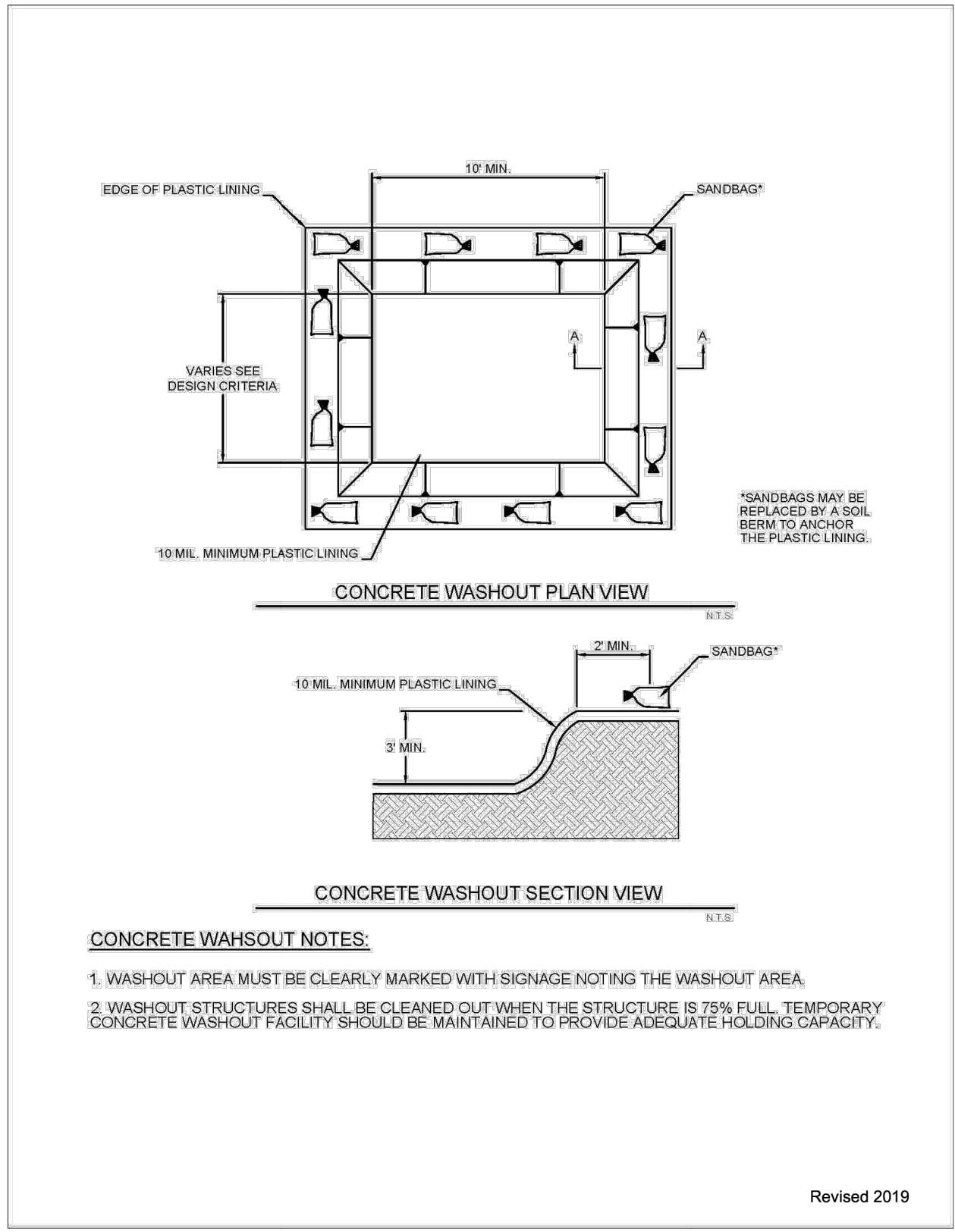


Figure 4.1 Schematics of Concrete Washout Containment

Concrete Waste Management
April 2010, Revised 9/2014

CC-200

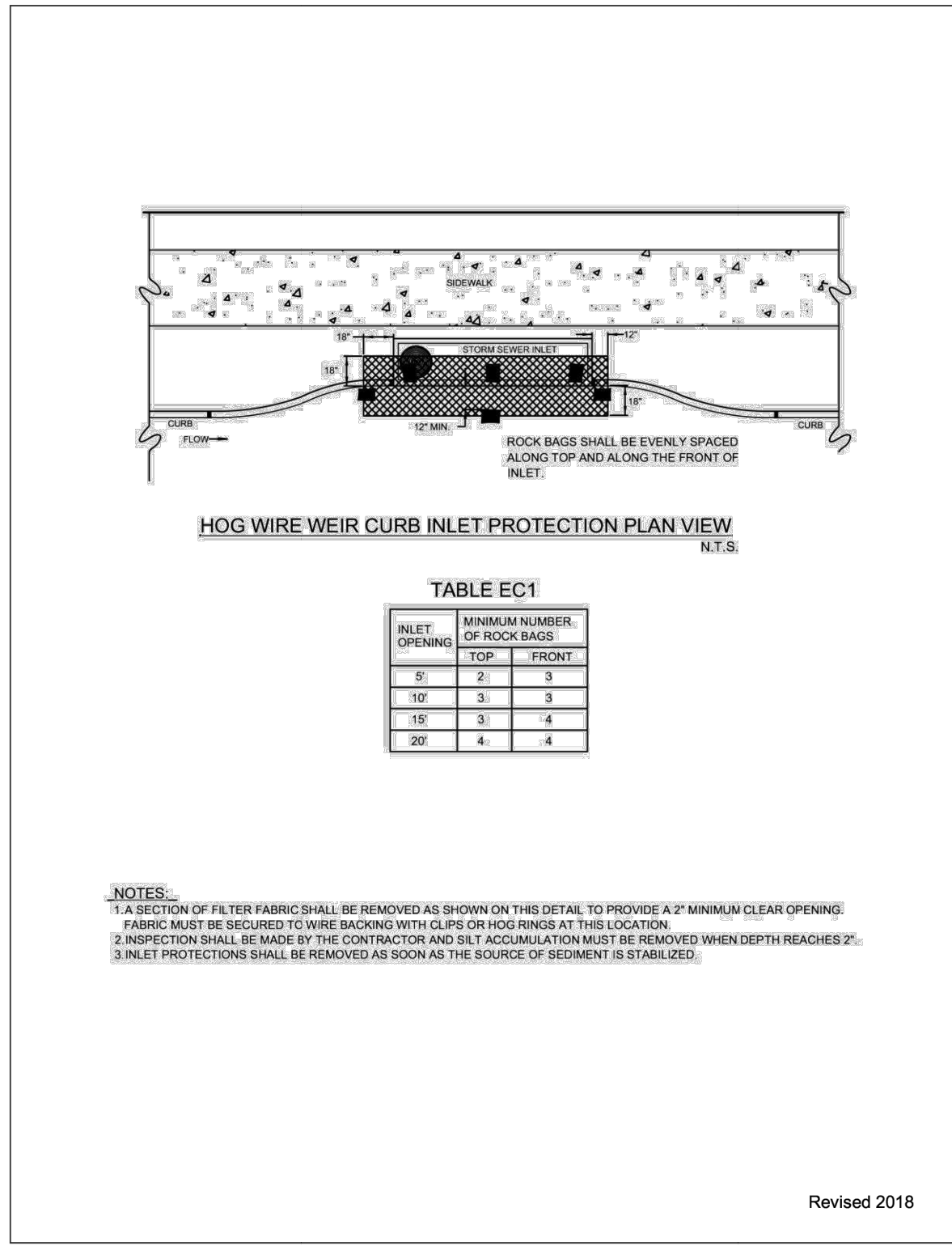
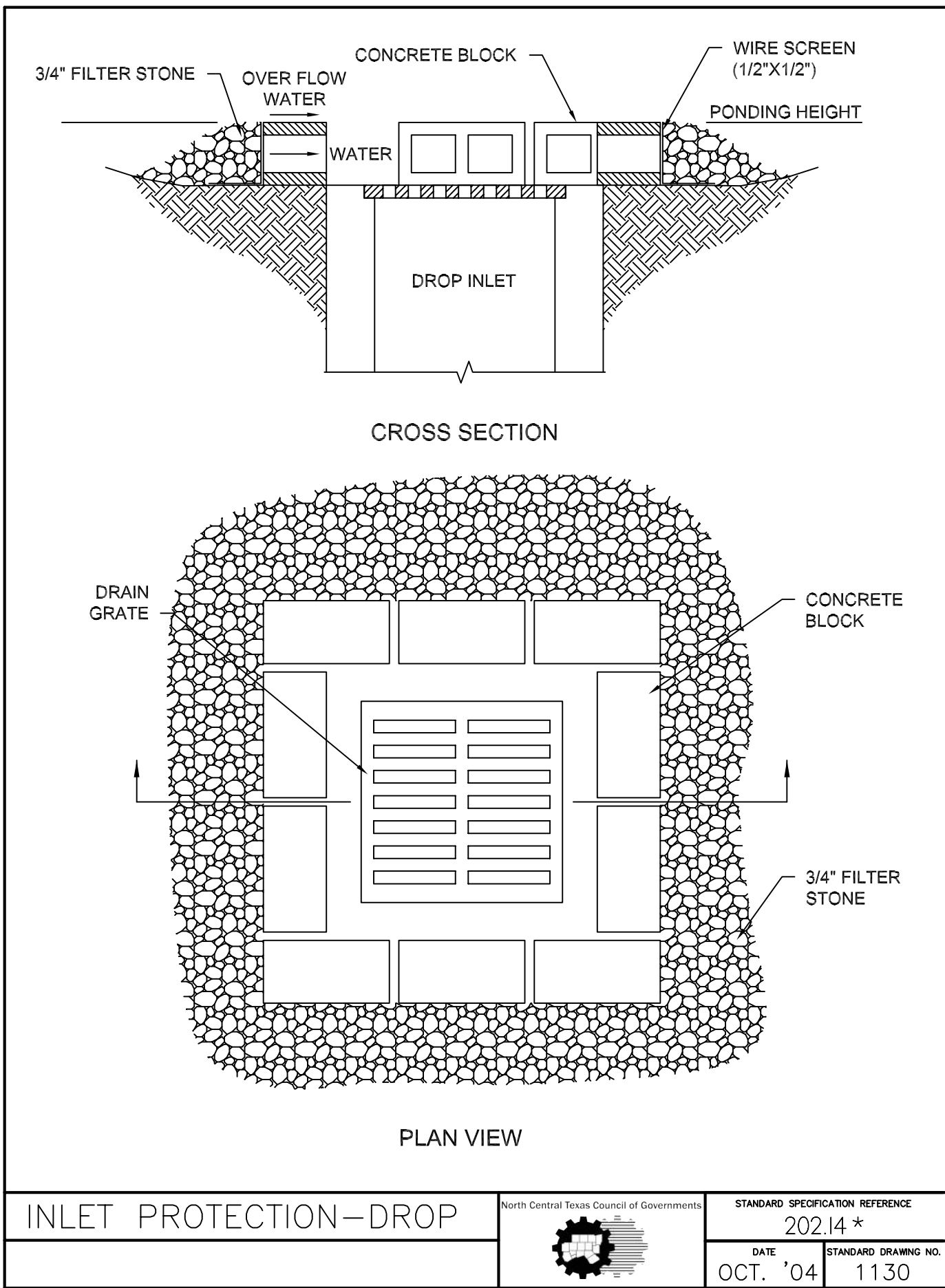


Figure 3.8 Hog Wire Weir Curb Inlet Protection

Inlet Protection
April 2010, Revised 9/2014

CC-95



*Section II Standard Drawings as of October 2004. Reference number only has been updated for Fifth Edition Specifications. Public Works Construction Standards North Central Texas, Fifth Edition.

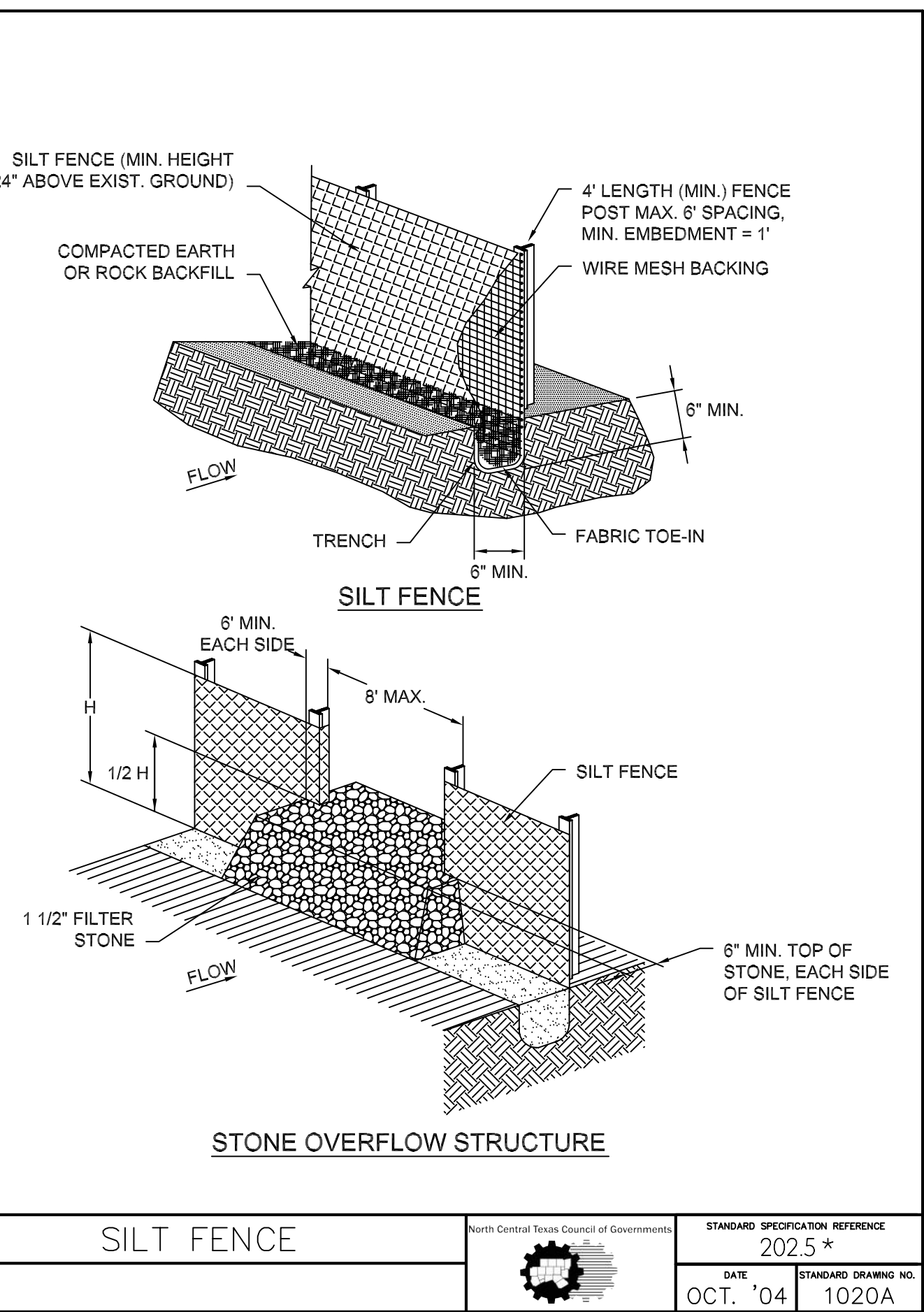


Figure 3.9 Schematics of Stone Overflow Structure

*Section II Standard Drawings as of October 2004. Reference number only has been updated for Fifth Edition Specifications. Public Works Construction Standards North Central Texas, Fifth Edition.

SILT FENCE GENERAL NOTES:

1. POSTS WHICH SUPPORT THE SILT FENCE SHALL BE INSTALLED ON A SLIGHT ANGLE TOWARD THE ANTICIPATED RUNOFF SOURCE. POST MUST BE EMBEDDED A MINIMUM OF ONE FOOT.
2. THE TOE OF THE SILT FENCE SHALL BE TRENCHED IN WITH A SPADE OR MECHANICAL TRENCHER, SO THAT THE DOWNSLOPE FACE OF THE TRENCH IS FLAT AND PERPENDICULAR TO THE LINE OF FLOW. WHERE FENCE CANNOT BE TRENCHED IN (E.G. PAVEMENT), WEIGHT FABRIC FLAP WITH ROCK ON UPHILL SIDE TO PREVENT FLOW FROM SEEPING UNDER FENCE.
3. THE TRENCH MUST BE A MINIMUM OF 6 INCHES DEEP AND 6 INCHES WIDE TO ALLOW FOR THE SILT FENCE FABRIC TO BE LAID IN THE GROUND AND BACKFILLED WITH COMPACTED MATERIAL.
4. SILT FENCE SHOULD BE SECURELY FASTENED TO EACH SUPPORT POST OR TO WIRE BACKING, WHICH IN TURN IS ATTACHED TO THE FENCE POST. THERE SHALL BE A 3 FOOT OVERLAP, SECURELY FASTENED WHERE ENDS OF FABRIC MEET.
5. INSPECTION SHALL BE AS SPECIFIED IN THE SWPPP. REPAIR OR REPLACEMENT SHALL BE MADE PROMPTLY AS NEEDED.
6. SILT FENCE SHALL BE REMOVED WHEN FINAL STABILIZATION IS ACHIEVED OR ANOTHER EROSION OR SEDIMENT CONTROL DEVICE IS EMPLOYED.
7. ACCUMULATED SILT SHALL BE REMOVED WHEN IT REACHES A DEPTH OF HALF THE HEIGHT OF THE FENCE. THE SILT SHALL BE DISPOSED OF AT AN APPROVED SITE AND IN SUCH A MANNER AS TO NOT CONTRIBUTE TO ADDITIONAL SILTATION.

SILT FENCE
North Central Texas Council of Governments
STANDARD SPECIFICATION REFERENCE
202.5 *
DATE
OCT. '04
STANDARD DRAWING NO.
1020B

*Section II Standard Drawings as of October 2004. Reference number only has been updated for Fifth Edition Specifications. Public Works Construction Standards North Central Texas, Fifth Edition.

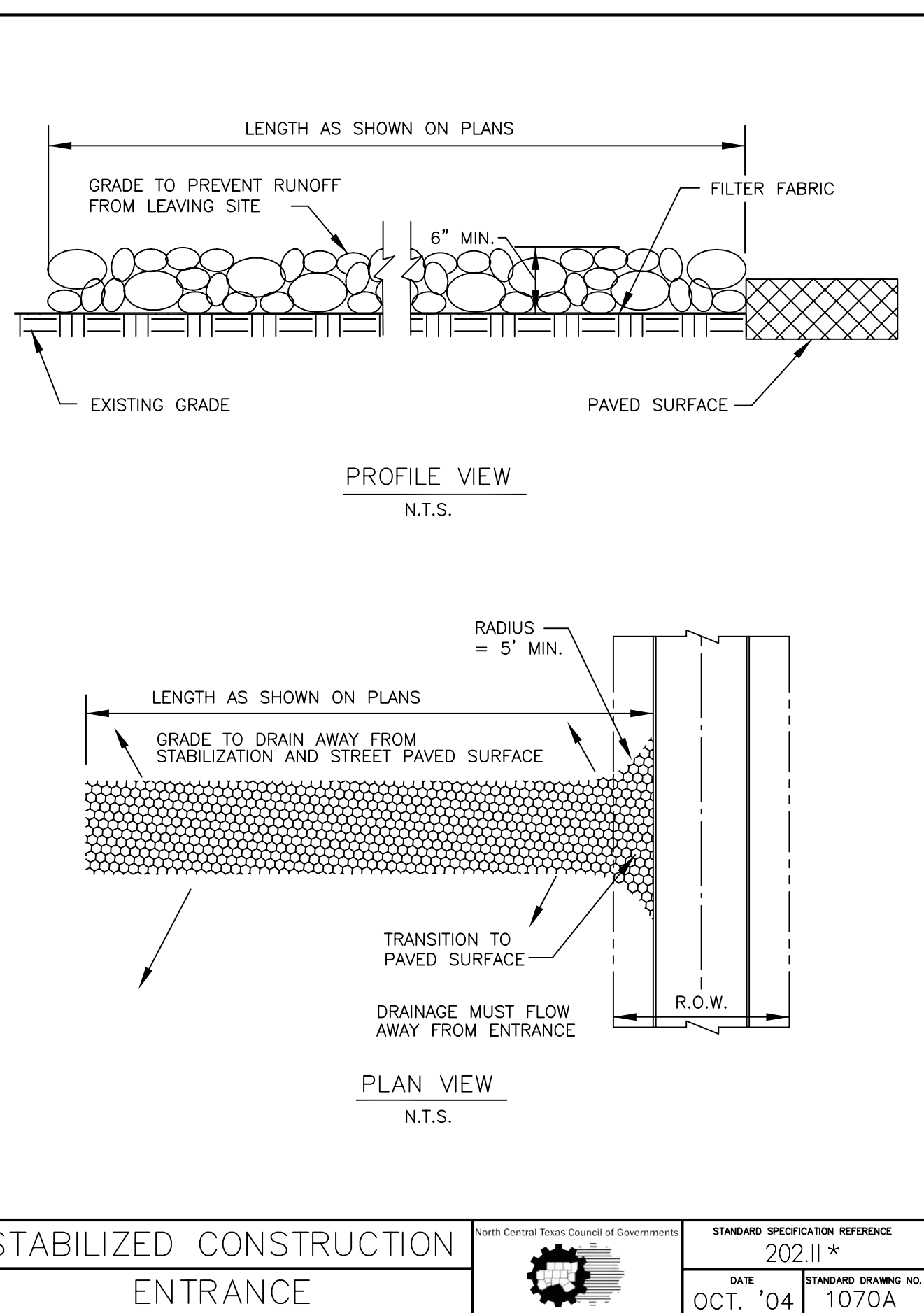


Figure 3.10 Schematics of Stabilized Construction Entrance

*Section II Standard Drawings as of October 2004. Reference number only has been updated for Fifth Edition Specifications. Public Works Construction Standards North Central Texas, Fifth Edition.

STABILIZED CONSTRUCTION ENTRANCE GENERAL NOTES:

1. STONE SHALL BE 3 TO 5 INCH DIAMETER COARSE AGGREGATE.
2. LENGTH SHALL BE AS SPECIFIED IN THE SWPPP.
3. THE THICKNESS SHALL NOT BE LESS THAN 12 INCHES.
4. THE WIDTH SHALL BE NO LESS THAN THE FULL WIDTH OF ALL POINTS OF INGRESS OR EGRESS.
5. WHEN NECESSARY, VEHICLES SHALL BE CLEANED TO REMOVE SEDIMENT PRIOR TO ENTRANCE ONTO A PUBLIC ROADWAY. WHEN WASHING IS REQUIRED, IT SHALL BE DONE ON AN AREA STABILIZED WITH CRUSHED STONE WITH DRAINAGE FLOWING AWAY FROM BOTH THE STREET AND THE STABILIZED ENTRANCE. ALL SEDIMENT SHALL BE PREVENTED FROM ENTERING ANY STORM DRAIN, DITCH OR WATERCOURSE USING APPROVED METHODS.
6. THE ENTRANCE SHALL BE MAINTAINED IN A CONDITION WHICH WILL PREVENT TRACKING OR FLOWING OF SEDIMENT ONTO PAVED SURFACES. THIS MAY REQUIRE PERIODIC TOP DRESSING WITH ADDITIONAL STONE AS CONDITIONS DEMAND. ALL SEDIMENT SPILLED, DROPPED, WASHED, OR TRACKED ONTO PAVED SURFACES MUST BE REMOVED IMMEDIATELY.
7. THE ENTRANCE MUST BE PROPERLY GRADED OR INCORPORATE A DRAINAGE SWALE TO PREVENT RUNOFF FROM LEAVING THE CONSTRUCTION SITE.
8. PREVENT SHORTCUTTING OF THE FULL LENGTH OF THE CONSTRUCTION ENTRANCE BY INSTALLING BARRIERS AS NECESSARY.
9. INSPECTION SHALL BE AS SPECIFIED IN THE SWPPP.

STABILIZED CONSTRUCTION ENTRANCE
North Central Texas Council of Governments
STANDARD SPECIFICATION REFERENCE
202.11 *
DATE
OCT. '04
STANDARD DRAWING NO.
1070B

*Section II Standard Drawings as of October 2004. Reference number only has been updated for Fifth Edition Specifications. Public Works Construction Standards North Central Texas, Fifth Edition.