

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



Carl E. Gierisch, Jr., Mayor

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

ROANOKE CITY COUNCIL AGENDA REGULAR MEETING

**JANUARY 27, 2026
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

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 January 13, 2026.



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OF THE ROANOKE CITY COUNCIL**

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2. Consideration and action on approval of Resolution No. 2026-100R approving the submission of the grant application for bullet-resistant shields.
3. Consideration and action on approval of Resolution No. 2026-101R approving the submission of the grant application for the Regional Officer Safety Enhancement Through Deployment of a Tactical Robotics platform.
4. Consideration and action on approval of Resolution No. 2026-103R approving the submission of the grant application for the Peace Officer Peer Support Program.
5. Consider approval of a Lease Agreement between the City of Roanoke and Vantage Financial, LLC dba Vantage Equipment Leasing, LLC for servers and storage.
6. Consideration and action on approval of Ordinance No. 2026-104 renaming the public street of Peabody Way to Monroe Avenue (EAST/WEST SECTION) and Convention Way (NORTH/SOUTH SECTION); and providing for immediate effective date.
7. Consideration and/or action on approval for staff to engage Jeff Brown for prosecutorial services for the Roanoke/Trophy Club Municipal Court.

F. NEW BUSINESS

1. Consideration and action on approval of Ordinance No. 2026-100 ordering a General Election to be held on the 2nd day of May, 2026, for the purpose of electing three (3) city council members, one (1) per ward, all for three (3) year terms.
2. Consideration and action on approval of Ordinance No. 2026-103 ordering a Special Election to be held on the 2nd day of May, 2026, for the purpose of electing a City Council member to Ward one with a term to expire in May 2027 and a City Council member to Ward two with a term to expire in May 2027.
3. Consideration and action for a façade grant application from William Ryan of IYN Holdings LLC located at 312 North Oak St, Roanoke, TX 76262.

G. EXECUTIVE SESSION



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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:

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.

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.

Section 551.072

To deliberate the purchase, exchange, lease, or value of real property

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:

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

H. ADJOURNMENT

CERTIFICATION

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

Babette Welch, Executive Assistant

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

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

Kirby Smith, Councilmember
Vacant, Councilmember
Holly Gray-Moore, Mayor Pro-Tem



Carl E. Gierisch, Jr., Mayor

Brian Darby, Councilmember
Angie Grimm, Councilmember
David Thompson, Councilmember

**MINUTES
ROANOKE CITY COUNCIL
REGULAR MEETING**

**JANUARY 13, 2026
500 S. OAK STREET
ROANOKE, TEXAS 76262
7:00 PM**

PRESENT: Mayor Carl E. "Scooter" Gierisch, Jr. Council Members: Brian Darby, Hogan Page, Bryan Moyers, and David Thompson; City Manager Cody Petree, Executive Assistant Babette Welch, and City Attorney Jeff Moore.

DEPT. STAFF: Fire Chief Chris Addington, Chief of Police Jeff Williams, Public Works Director Shawn Wilkinson, Economic Development Manager Siale Langi, Communication and Public Engagement Manager Sandy Pettigrew, Human Resources Manager Jamie Seil

ABSENT: Council Members: Mayor Pro Tem Holly Gray

A. CALL CITY COUNCIL TO ORDER

Invocation and Pledge of Allegiance

B. ANNOUNCEMENTS

Michael Davenport announced our upcoming Valentine's Dance on February 13th, and Fishing in the Park on March 7th. Michael also recognized Mariah Tijerina as an exceptional member of the Special Events Staff.

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.

No public input.

D. PRESENTATION

1. Mayor Gierisch recognized the winners of the 2025 Core Value Keeper awards and the 2025 Overall Employee of the Year
2. Mayor Gierisch presented the float awards for the Hometown Holiday Parade.



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3. Mayor Gierisch swore in Officer Rion Conely.
4. Mayor Gierisch swore in Captain Matt Boles and Engineer Justin Smith.

E. CONSENT AGENDA

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

1. Consider approval of the minutes from the regular City Council meeting held on December 9, 2025.
2. Consider approval of adding the City of Northlake to the existing Interlocal Agreement with Keller, Southlake, Colleyville, and Trophy Club for participation in the North Tarrant Regional SWAT Team.
3. Interlocal Cooperation Agreement with the City of Grapevine for Jail Services
4. Consider approval of an Interlocal Agreement between the City of Roanoke and Denton County to provide funds for the design and construction of North Walnut Road between Byron Nelson Blvd and North Oak Street.
5. Consider approval of an Interlocal Agreement between the City of Roanoke and Denton County to provide funds for the design and construction of North Oak Street between Byron Nelson Blvd and Dorman Road.
6. Consider approval of an Interlocal Agreement between the City of Roanoke and Denton County to provide funds for the design and construction of Howe Road between Marshall Creek Road and Highway 114 Service Road.
7. Consider approval to award a contract to Zenith Roofing and Waterproofing Company for the renovation of the Community Center's restrooms and kitchen areas for an amount not to exceed one hundred fifty thousand dollars (\$150,000.00).
8. Consider approval to award a contract to Zenith Roofing and Waterproofing Company for the renovation of the storage building behind FD #1 for an amount not to exceed four hundred thousand dollars (\$400,000.00).
9. Consider approval of Construction Manager Agent for Main Street Parking Garage.

Motion by Bryan Moyers second by David Thompson to approve items 1

- 9.

Motion carried unanimously



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F. NEW BUSINESS

1. 1. Consideration and action to appoint 1 member to the Keep Roanoke Beautiful board for a term expiring January 2028.
Motion by Bryan Moyers second by David Brundage to appoint Todd Nicholson to the Keep Roanoke Beautiful board for a term expiring January 2028. Motion carried unanimously.
2. Public hearing to consider amending the Comprehensive Zoning Ordinance of the City of Roanoke, Texas, for Blocks 33, 38, and 39 of O.T. Roanoke Addition, an addition to the City of Roanoke, Denton County, Texas, by changing the zoning on said tract of land from Business Park (BP) District to Business Park – Specific Use Permit District (BP-SUP) to allow installation of equipment not to exceed one hundred fifty feet (150'). (SUP-2026-01/Ordinance No. 2026-101)
Public hearing opened at 7:32 p.m. and closed at 7:32 p.m. No speakers
3. 3. NO ACTION TAKEN. This item was continued to the February 2nd, P&Z meeting. Consideration and action on a Specific Use Permit (SUP2026-01) request from Kevin Kriston of Texas Lehigh Cement Co., LP, amending the Comprehensive Zoning Ordinance of the City of Roanoke, Texas, for Block 33, 38, and 39 of the OT Roanoke Addition, an addition to the City of Roanoke, Denton County, Texas, by changing the zoning on said tract of land from Business Park to Business Park -Specific Use Permit (SUP) to allow the installation of equipment to a new maximum height of 150'. No action taken
4. 4. Public hearing to consider a rezoning application for Lots 1, 2, and 3, Block 30 of the Brand and Bowen's Addition and the remainder of Lot 3, Block 30 of the O.T. Roanoke Addition, all of which are located within the City of Roanoke, Denton County, Texas, and generally located at 604 N. Oak Street, City of Roanoke, Denton County, Texas, by changing the



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zoning for said property from Oak Street Corridor Zoning District – Oak Street Zone to Oak Street Corridor Zoning District – Oak Street Zone – Specific Use Permit (SUP) to allow Live Work Units Use. (SUP-2026-02/Ordinance No. 2026-102)

Public hearing opened at 7:33 p.m. and closed at 7:33 p.m.. No speakers.

5. 5. Consideration and action on a rezoning application for Lots 1, 2, and 3, Block 30 of the Brand and Bowen’s Addition and the remainder of Lot 3, Block 30 of the O.T. Roanoke Addition, all of which are located within the City of Roanoke, Denton County, Texas, and generally located at 604 N. Oak Street, City of Roanoke, Denton County, Texas, by changing the zoning for said property from Oak Street Corridor Zoning District – Oak Street Zone to Oak Street Corridor Zoning District – Oak Street Zone – Specific Use Permit (SUP) to allow Live Work Units Use. (SUP-2026-02/Ordinance No. 2026-102)

Bryan Moyers voiced concern regarding the rapid move to add multi-family apartments to Roanoke and specifically the Oak Street district. City Manager advised council that Catalyst Commercial is working to set up a workshop to discuss this issue.

Motion made by David Thompson second by David Brundage to table item until a later date to continue to discuss and workshop the future of this area.

Motion carried unanimously.

6. 6. Consideration and action on a Site Plan (SP-2025-09) request from Stonegate Builders for a new office building to be located on an approximate 0.736 acre parcel, being a part of North Highland Addition, Block A, Lot 13R, City of Roanoke Denton County, Texas; generally located at 905 N Oak Street.

Motion by Hogan Page second by Bryan Moyers to approve.

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:



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CITY COUNCIL CONVENED INTO CLOSED SESSION AT 7:39 P.M.

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.

CITY COUNCIL RECONVENED INTO REGULAR SESSION AT 7:54 P.M.

H. ADJOURNMENT

Motion made by David Thompson second by Brian Darby to adjourn the meeting at 7:55 p.m.

CERTIFICATION

I certify that the above notice was posted at City Hall, 500 South Oak Street, Roanoke, Texas, on Tuesday, January 6, 2026 by 5:00 pm, in accordance with Chapter 551,

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

Babette Welch, Executive Assistant



AGENDA ITEM

TO: Mayor and City Council

SUBJECT: The Police Department is requesting approval to pursue grant funding through the State of Texas to enhance officer protection during high-risk situations that exceed the coverage provided by standard body armor.

MEETING DATE: January 27, 2026

DEPARTMENT: Police

ITEM SUMMARY:

The Police Department is requesting approval to pursue grant funding through the State of Texas to enhance officer protection during high-risk situations that exceed the coverage provided by standard body armor.

INFORMATION:

STAFF RECOMMENDATION:

SPECIAL CONSIDERATION:

FINANCIAL CONSIDERATION:

ATTACHMENTS:

1. Resolution for Bullet-Resistant Shields

WHEREAS, The **City of Roanoke** finds it in the best interest of the citizens of **Roanoke**, that the **Bullet-Resistant Shields** be operated for the **2027**; and

WHEREAS, The **City of Roanoke** agrees to provide applicable matching funds for the said project as required by the AT – ALERRT Training for First Responders and Telecommunicators grant application; and

WHEREAS, The **City of Roanoke** agrees that in the event of loss or misuse of the Office of the Governor funds, the **City of Roanoke** assures that the funds will be returned to the Office of the Governor in full.

WHEREAS, The **City of Roanoke** designates **Corporal Kasey Shumake** as the grantee’s authorized official. The authorized official is given the power to apply for, accept, reject, alter or terminate the grant on behalf of the applicant agency.

WHEREAS, The **City of Roanoke** designates **Kyle Lester**, Director of Finance, as the grantee’s financial officer. The financial officer is given the power to submit financial and/or programmatic reports or alter a grant on behalf of the applicant agency.

NOW THEREFORE, BE IT RESOLVED that The **City of Roanoke** approves submission of the grant application for the **Bullet-Resistant Shields Grant** to the Office of the Governor.

Signed by:

Cody Petree _____ (City Manager)

Passed and Approved this _____ day of January, 2026

Grant Number: 57077-01



AGENDA ITEM

TO: Mayor and City Council

SUBJECT: Request to pursue grant funding for a tactical robot for the North Tarrant Regional SWAT Team.

MEETING DATE: January 27, 2026

DEPARTMENT: Police

ITEM SUMMARY:

This request seeks Justice Assistance Grant (JAG) funding to procure a tactical robot for the North Tarrant Regional SWAT Team. The JAG program does not require a local match, and the grant will fully fund the purchase of the robotic platform.

The North Tarrant Regional SWAT Team routinely responds to high-risk incidents, including barricaded subjects, suspicious packages, and other critical events involving unknown or potentially lethal threats. These incidents often require officers to operate in dangerous and unpredictable environments.

The proposed tactical robot will significantly enhance officer and public safety by allowing remote reconnaissance, threat assessment, and communication with suspects from a safe distance. By reducing the need for direct officer exposure during initial contact and assessment, the robotic platform will serve as a critical force multiplier and risk-mitigation tool during high-risk operations.

INFORMATION:

STAFF RECOMMENDATION:

SPECIAL CONSIDERATION:

FINANCIAL CONSIDERATION:

ATTACHMENTS:

1. Resolution for Grant Tactical Robot



AGENDA ITEM

WHEREAS, The City of Roanoke finds it in the best interest of the citizens of Roanoke, that the Regional Officer Safety Enhancement Through Deployment of a Tactical Robotics Platform be operated for the 2027; and

WHEREAS, The City of Roanoke agrees that in the event of loss or misuse of the Office of the Governor funds, The City of Roanoke assures that the funds will be returned to the Office of the Governor in full.

WHEREAS, The City of Roanoke designates City Manager Cody Petree as the grantee's authorized official. The authorized official is given the power to apply for, accept, reject, alter or terminate the grant on behalf of the applicant agency.

NOW THEREFORE, BE IT RESOLVED that The City of Roanoke approves submission of the grant application for the Regional Officer Safety Enhancement Through Deployment of a Tactical Robotics Platform (Name of Project) to the Office of the Governor.

Signed by: _____

Passed and Approved this 27 (Day) of January (Month), 2026 (Year)

Grant Number: 5715101



AGENDA ITEM

TO:

SUBJECT:

MEETING DATE: January 27, 2026

DEPARTMENT: Police

ITEM SUMMARY:

The Police Department seeks approval to pursue grant funding to enhance its Mental Health Program. The funding will support peer-based assistance, 24/7 mental health services, professional counseling, trauma-identification training, and family support resources. These efforts will strengthen officer wellness and prepare Roanoke Police employees to assist neighboring agencies during critical incidents.

INFORMATION:

STAFF RECOMMENDATION:

SPECIAL CONSIDERATION:

FINANCIAL CONSIDERATION:

ATTACHMENTS:

1. Resolution for Peace Officer Peer Support Program
2. Roanoke - Reso - Peace Officer Peer Support Program - jlm draft - 2026-103R - 012026

WHEREAS, The **City of Roanoke** finds it in the best interest of the citizens of **Roanoke**, that the **Peace Officer Peer Support Program** be operated for the 2027; and

WHEREAS, The **City of Roanoke** agrees to provide applicable matching funds for the said project as required by the PO-Peace Officer Mental Health Program grant application; and

WHEREAS, The **City of Roanoke** agrees that in the event of loss or misuse of the Office of the Governor funds, the **City of Roanoke** assures that the funds will be returned to the Office of the Governor in full.

WHEREAS, The **City of Roanoke** designates **Corporal Kasey Shumake** as the grantee’s authorized official. The authorized official is given the power to apply for, accept, reject, alter or terminate the grant on behalf of the applicant agency.

WHEREAS, The **City of Roanoke** designates **Kyle Lester**, Director of Finance, as the grantee’s financial officer. The financial officer is given the power to submit financial and/or programmatic reports or alter a grant on behalf of the applicant agency.

NOW THEREFORE, BE IT RESOLVED that The **City of Roanoke** approves submission of the grant application for the **Peace Officer Peer Support Program** to the Office of the Governor.

Signed by:

Cody Petree _____ (City Manager)

Passed and Approved this _____ day of January, 2026

Grant Number: 57225-01

RESOLUTION No. 2026-103R

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROANOKE, TEXAS, AUTHORIZING AND APPROVING THE SUBMISSION OF THE GRANT APPLICATION FOR THE PEACE OFFICER PEER SUPPORT PROGRAM TO THE OFFICE OF THE GOVERNOR; AND PROVIDING FOR AN IMMEDIATE EFFECTIVE DATE.

WHEREAS, the City of Roanoke, Texas, finds it in the best interest of the citizens of the City of Roanoke, that the Peace Officer Peer Support Program be operated for the 2027; and

WHEREAS, the City of Roanoke, Texas, agrees to provide applicable matching funds for the said project as required by the PO-Peace Officer Mental Health Program grant application; and

WHEREAS, the City of Roanoke, Texas, agrees that in the event of loss or misuse of the Office of the Governor funds, the City of Roanoke, Texas, assures that the funds will be returned to the Office of the Governor in full; and

WHEREAS, the City of Roanoke, Texas, designates Corporal Kasey Shumake as the grantee's authorized official. The authorized official is given the power to apply for, accept, reject, alter or terminate the grant on behalf of the applicant agency; and

WHEREAS, The City of Roanoke designates Kyle Lester, Director of Finance, as the grantee's financial officer. The financial officer is given the power to submit financial and/or programmatic reports or alter a grant on behalf of the applicant agency.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Roanoke, Texas, approves submission of the grant application for the Peace Officer Peer Support Program to the Office of the Governor.

DULY RESOLVED by the City Council of the City of Roanoke, Texas, on this the 27th day of January, 2026.

APPROVED:

Carl E. Gierisch, Jr., Mayor

ATTEST:

Lindsay Rawlinson, City Secretary

APPROVED AS TO FORM:

Jeff Moore, City Attorney

Grant Number: 57225-01



AGENDA ITEM

TO: Mayor and City Council

SUBJECT: Lease Agreement - Vantage Equipment Leasing, LLC - Servers and Storage

MEETING DATE: January 27, 2026

DEPARTMENT: Administration

ITEM SUMMARY:

Consider approval of a Lease Agreement between the City of Roanoke and Vantage Financial, LLC dba Vantage Equipment Leasing, LLC for servers and storage.

INFORMATION:

In 2024, council approved the first half of this project, which was to replace aging servers at City Hall. This new 2026 lease represents phase two of our full-scale redundant datacenter initiative. This purchase allows us to have a copy of our on-premises data in 2 different geographic locations. This equipment will be leased for 60 months and then owned by the City at the end of the lease term.

STAFF RECOMMENDATION:

Staff recommends approval

SPECIAL CONSIDERATION:

FINANCIAL CONSIDERATION:

This was an approved item in the FY26 budget.

ATTACHMENTS:

1. ROA011226.001 EFA Document Package



January 12, 2026

Thank you for your business. I have attached the documents required to finalize your transaction with Vantage Financial, LLC dba Vantage Equipment Leasing, LLC. Please process the DocuSign documents as described below:

- Equipment Finance Agreement**
- Equipment Schedule A**
- Insurance** – forward request to your insurance carrier to provide proof of property/liability coverage naming Vantage Financial, LLC dba Vantage Equipment Leasing, LLC as Lender's loss payee/additional insured

Should any of the information on the enclosed documents be incorrect, please notify me immediately at (512) 814-0340 so I can make the appropriate corrections.

Sincerely,

Ryan Danielson
Vantage Financial, LLC dba Vantage Equipment Leasing, LLC



IMPORTANT INFORMATION ABOUT OPENING AN ACCOUNT

*On September 11, 2001, our lives changed forever. In an effort to protect you and our country, the **USA PATRIOT ACT** was signed into law. To help the government fight the funding of terrorism and money laundering activities, Federal law requires all financial institutions to obtain, verify and record information that identifies each person who opens an account.*

When you open an account, we will ask for your name, address, date of birth and other information that will allow us to identify you. We may ask to see your driver's license or other identifying documents.

We proudly support all efforts to protect and maintain the security of our customers and our country.



EQUIPMENT FINANCE AGREEMENT

BORROWER: CITY OF ROANOKE, TEXAS
(hereinafter referred to as "you" or "your")

ADDRESS: 500 S Oak Street, Roanoke, TX 76262-6732

SECURED PARTY/LENDER: VANTAGE FINANCIAL, LLC DBA VANTAGE EQUIPMENT LEASING, LLC
(hereafter referred to as "Us" or "We")

DBA: _____

Federal Tax ID: 75-1229779

Phone: (817) 491-2411

Agreement Number: ROA011226.001

Vendor(s): Sequel Data Systems, Inc.

(Vendor is not an agent of Secured Party nor is Vendor authorized to waive or alter any terms of this Agreement)

Quantity / Equipment Description / Serial # / VIN# See attached Equipment Schedule A	Term in Months: 60 Payments: \$7,540.67; due annually as \$90,488.00 Amount Financed: \$390,479.44	First Payment: \$90,488.00 Security Deposit: \$7,540.67 Documentation Fee: \$0.00 INITIAL AMOUNT DUE: \$98,028.67
Equipment Location <i>(if different than above address)</i> Same as above		

Borrower understands that Secured Party's commitment to finance Equipment under this Equipment Finance Agreement is contingent upon continuing credit approval by Secured Party's credit committee and such credit approval shall be at Secured Party's sole discretion.

TERMS AND CONDITIONS (PAGE 1 OF 2) – PLEASE READ CAREFULLY BEFORE SIGNING

1. **AGREEMENT:** You want to acquire the above equipment ("Equipment") from a vendor selected by you ("Vendor") and have requested that we finance the purchase price for you. You unconditionally promise to pay us the sum of all of the monthly payments indicated above or on any schedule ("Payments") and you agree to all of the terms stated in this Agreement. You authorize us to insert any Equipment serial numbers and other identification data and any other omitted facts and to correct obvious errors. We may adjust the monthly payment amount to finance any taxes due at the inception of this Agreement or if the actual cost of the Equipment is less than 10% higher or lower than the amount that the Payment amount was based on. At our discretion we may apply any amounts received from you to any amount you owe under this Agreement.

2. **TERM:** This Agreement shall become effective and shall commence only after you direct us to make disbursements to your Vendor, we approve your Vendor's invoice, we sign this Agreement and we make the initial disbursement or any later date that we designate ("Commencement Date"). The term of this Agreement shall terminate upon the date that all of your payments and other obligations have been paid and satisfied in full ("Term"). The Initial Amount Due shall be due on the Commencement Date and subsequent monthly payments are due on the day we select, payable to a location to be designated by us. **YOUR OBLIGATION TO PAY ALL PAYMENTS AND OTHER OBLIGATIONS TO US IS UNCONDITIONAL AND NOT SUBJECT TO ANY REDUCTION, SET-OFF, DEFENSE OR COUNTERCLAIM. THIS AGREEMENT MAY NOT BE CANCELED FOR ANY REASON WHATSOEVER AFTER COMMENCEMENT EXCEPT BY YOUR PAYMENT AND SATISFACTION OF ALL OF YOUR OBLIGATIONS HEREUNDER.** We have the right, but not the obligation, to electronically withdraw funds from your bank account to pay for any unpaid Payments or other amounts due hereunder. You will provide us with any bank account information we request in order to process electronic payments.

3. **EQUIPMENT:** You agree that you are the owner of and have title to the Equipment, excluding any software. By signing the Pay Proceeds Direction at the end of this Agreement, you authorize us to pay your Vendor, either as a prepayment to your Vendor to initiate delivery or upon your acceptance of the Equipment when it is delivered. You hereby grant to us a first priority, purchase money security interest in the Equipment and all replacements, replacement parts, accessions and attachments now or hereafter made a part of the Equipment, and all cash and non-cash proceeds, and all general intangibles, accounts and chattel paper arising therefrom. You agree, at your expense, to protect and defend our interests in the Equipment. Further, you shall at all times keep the Equipment free from all legal process, liens and other encumbrances if asserted or made against you or the Equipment. You agree we have the right to inspect the Equipment upon reasonable notice to you.

4. **NO WARRANTIES; NO AGENCY; WE ARE FINANCING THE EQUIPMENT FOR YOU "AS IS". WE MAKE NO WARRANTIES, EXPRESS OR IMPLIED, INCLUDING WARRANTIES OF NON-INFRINGEMENT, MERCHANTABILITY, OR FITNESS FOR A PARTICULAR PURPOSE OR ORDINARY USE IN CONNECTION WITH THIS AGREEMENT.** Neither the Vendor nor any other person is our agent, nor are they authorized to waive or change any term of this Agreement. No representation, guaranty or warranty by the Vendor or other person is binding on us. No breach by the Vendor will relieve or excuse your obligations to us. If you entered into a maintenance or service agreement the cost of which is included in the Payments, you acknowledge we are not a party to such agreements and are not responsible for any service, repairs, or maintenance of the Equipment. If you have a dispute with your Vendor about delivery, installation, service or any other matter, you must continue to perform all your obligations, hereunder.

5. **SALE/ASSIGNMENT; YOU MAY NOT SELL, TRANSFER, ASSIGN OR LEASE THE EQUIPMENT OR YOUR OBLIGATIONS UNDER THIS AGREEMENT WITHOUT OUR PRIOR WRITTEN APPROVAL.** We may sell, assign or transfer this Agreement or any part of it and/or our interest in the Equipment without notifying you and you agree that if we do, (i) the new Secured Party will have the same rights and benefits that we now have but will not have to perform any of our obligations, (ii) the rights of the new Secured Party will not be subject to any claims, defenses or setoffs that you may have against us or the Vendor, and (iii) you will not assert any claims, defenses or setoffs whatsoever against us or the new Secured Party.

6. **SECURITY DEPOSIT:** As security for the performance of all your obligations hereunder, you have deposited with us the amount set forth in the section shown as "Security Deposit". We have the right, but are not obligated, to apply the security deposit at any time to any amount you owe. Provided you have fully performed all of the provisions of this Agreement, we will return to you any then remaining balance of the security deposit. We will not keep the security deposit separate from our general funds and you shall not be entitled to any interest thereon.

7. **CARE, USE AND LOCATION; LOSS:** You are responsible for installing and keeping the

Equipment in good working order and repair. You will keep and use the Equipment only for business or commercial purposes and in compliance with all applicable laws, ordinances or regulations and only at your address shown on this Agreement unless we agree to another location. You will not make any alterations to the Equipment without our prior written consent, nor will you permanently attach the Equipment to any real estate. In the event the Equipment is lost, stolen or damaged, so long as you are not in default hereunder, you shall have the option within one week of such event to: (i) repair or replace the Equipment or (ii) pay to us the unpaid balance of the remaining Payments hereunder discounted to present value at the rate of three (3%) (or such greater amount that may be required by law) plus any other amounts due or to become due hereunder. **UNDER NO CIRCUMSTANCES ARE WE RESPONSIBLE FOR SERVICE OR MAINTENANCE ON THE EQUIPMENT.**

8. **TAXES:** You will pay when due to your appropriate taxing authority, all taxes, fines and penalties relating to this Agreement or the Equipment, and any applicable registration or titling fees or other governmental charges, that are now or in the future assessed or levied by any government authority or required for the lawful possession and use of the Equipment. Sales taxes due upon the purchase of the Equipment and any other such governmental charges, if included in the purchase price, may be financed hereunder.

9. **INDEMNITY:** We are not responsible for any injuries or losses to you or any other person or property caused by the installation, operation, maintenance, ownership, possession or use of the Equipment. You agree to reimburse us for, hold us harmless from, and defend us against any claims made against us, and for losses or injuries suffered by us, including, without limitation, those arising out of the negligence, tort, or strict liability claims. This indemnity shall continue even after the Term has expired.

10. **INSURANCE:** You agree to maintain comprehensive liability insurance acceptable to us. You also agree to maintain insurance against the loss of or damage to the Equipment for an amount not less than the replacement cost and name us and our assigns as loss payee. If you fail to timely provide such proof to us, we may, but are not obligated to, obtain property loss insurance to protect our interests in the Equipment. If we secure insurance in the form and amounts we deem reasonable: (i) you will reimburse the premium, which may be higher than a premium that you might pay if you obtained the insurance, (ii) the premium may include a profit to us and/or one of our affiliates through an investment in reinsurance or otherwise, and (iii) we will not name you as an insured party and your interests may not be fully protected. Any insurance proceeds received for the Equipment will be applied, at our option, to repair or replace the Equipment, or to the remaining payments due or that become due hereunder, discounted at three percent (3%) (or such greater amount that may be required by law).

11. **DEFAULT:** You will be in default if: (i) you do not pay any amount when due; (ii) you break any of your promises or representations hereunder or under any other agreement with us; (iii) you become insolvent, commence dissolution proceedings, assign your assets for the benefit of your creditors, or a trustee is appointed to take control of your assets; (iv) you or any guarantor enters (voluntarily or involuntarily) into a bankruptcy or other insolvency-related proceeding; (v) you default on any obligations to any of your other creditors; (vi) you have made any untrue or misleading representations to us; (vii) any guarantor dies; or (viii) you change your name, state of organization, chief executive office and/or place of residence without providing us with 30 days prior written notice of such change.

12. **REMEDIES:** In the event of a default by you, we can: (i) cancel this Agreement; (ii) declare you in default under any other agreement you have with us, and exercise any or all remedies provided to us thereunder; (iii) disable the Equipment or require that you ship the Equipment to us at your expense; (iv) accelerate and demand that you pay all the remaining Payments due under this Agreement discounted to present value at three percent (3%) (or such greater amount that may be required by law) together with any other amounts due hereunder; and/or (v) pursue any of the remedies available to us under the UCC or any other law, including repossession of the Equipment or other Collateral. Interest shall accrue on all amounts due us from the date of default until paid at the rate of the lesser of (i) one and one-half percent (1.5%) per month and (ii) the maximum rate permitted by law ("Remedy Interest Rate"). You agree to reimburse us for all charges, costs, expenses and attorney's fees that we have to pay to enforce this Agreement. If you return the Equipment pursuant to clause "(iii)" above or we take possession of the Equipment, you agree to pay the cost of repossession, storing, shipping, repairing and selling or leasing the Equipment. You agree that we do not have to notify you that we are selling or leasing the Equipment except as otherwise required by law. You also agree that we are entitled to abandon the Equipment if we believe it to be in our best interest.

13. **BORROWER REPRESENTATIONS AND OTHER AUTHORIZATIONS:** You hereby represent, warrant and promise to us that: (i) you have had an adequate opportunity to study this Agreement and consult your legal and other advisors before signing, and this Agreement is

enforceable against you in accordance with its terms; (ii) you are not subject to any bankruptcy proceeding; and (iii) if this document was sent by you to us electronically, it has not been altered in any way and any alteration or revision to any part of this or any attached documents will make all such alterations or revisions non-binding and void. You hereby authorize us, and appoint us or our designee as your attorney-in-fact, to endorse insurance proceeds and to execute and file financing statements (naming you as "Debtor") and documents of title and registration (if applicable) on the Equipment or Collateral, and you agree to reimburse us for our out-of-pocket costs relating thereto.

14. **FEES AND CHARGES:** If any part of any Payment is not made by you when due, you agree to pay us fifteen percent (15%) of each past due amount (or the maximum amount permitted by law, if less than 15%). You agree to pay an administrative fee of fifty dollars (\$50.00) if any check or ACH is dishonored or returned. **AS A MATERIAL INDUCEMENT TO US TO ENTER INTO THIS AGREEMENT AND FINANCE YOUR EQUIPMENT, YOU AGREE THAT IF ANY PAYMENT, CHARGE OR FEE BILLED OR COLLECTED BY US IS FOUND TO EXCEED THE MAXIMUM AMOUNT ALLOWED BY LAW, THEN (I) WE MAY MODIFY ANY SUCH EXCESSIVE AMOUNT BILLED SO AS TO MAKE IT NOT EXCESSIVE, (II) WE MAY REFUND TO YOU THE EXCESSIVE AMOUNT, TOGETHER WITH INTEREST AT THE "REMEDY INTEREST RATE" (AS DEFINED IN SECTION 12), AND (III) THE FOREGOING SHALL BE YOUR EXCLUSIVE REMEDY FOR THE BILLING OR COLLECTING OF THE EXCESSIVE AMOUNTS AND YOU WILL NOT RAISE ANY OTHER CLAIM, COMPLAINT OR OBJECTION WITH RESPECT THERETO.**

15. **ENTIRE AGREEMENT; CHANGES:** This Agreement contains the entire agreement between you and us relating to the financing of the Equipment, and it may not be terminated or otherwise changed except in writing by both of us. A limiting endorsement on a check or other form of payment will not be effective to modify your obligations or any of the other terms of this Agreement, and we may apply any payment received without being bound by such limiting endorsements.

16. **COMPLIANCE; NOTICES:** In the event you fail to comply with any terms of this Agreement, we can, but we do not have to, take any action necessary to effect your compliance upon ten (10) days prior written notice to you. If we are required to pay any amount to obtain your compliance, the amount we pay plus all of our expense in causing your compliance, shall become additional obligations and shall be paid by you together with the next due payment. This Agreement is for the benefit of and is binding upon you, your personal representatives, successors and assigns. Any notice required by this Agreement or the UCC shall be deemed to be delivered when a record properly directed to the intended recipient has been (i) deposited with the US Postal Service, (ii) transmitted by facsimile or through the Internet, provided there is reasonably sufficient proof that it was received by the intended recipient; or (iii) has been personally delivered.

17. **CHOICE OF LAW; JURISDICTION:** THIS AGREEMENT SHALL NOT BE BINDING UNTIL IT IS ACCEPTED BY US IN WRITING, AND YOU HEREBY STIPULATE THAT OUR ACCEPTANCE AND SIGNING OF THIS AGREEMENT IN MINNESOTA FOLLOWING YOUR SIGNATURE MEANS THAT THIS AGREEMENT WAS MADE IN MINNESOTA. YOU HEREBY ACKNOWLEDGE THAT OUR ACCOUNT SERVICING OPERATIONS (INCLUDING THOSE SERVICING YOUR ACCOUNT) ARE LOCATED IN MINNESOTA. YOU HEREBY

AGREE THAT THIS AGREEMENT SHALL BE GOVERNED BY THE LAWS OF THE STATE OF MINNESOTA, BUT WITHOUT GIVING EFFECT TO THE LAWS OF MINNESOTA GOVERNING CHOICE OF LAW. YOU CONSENT TO THE JURISDICTION OF THE STATE OR FEDERAL COURTS LOCATED IN THE STATE OF MINNESOTA FOR THE COUNTY OF HENNEPIN, AND AGREE THAT ANY ACTIONS OR PROCEEDINGS INITIATED BY YOU ARISING DIRECTLY OR INDIRECTLY OUT OF THIS AGREEMENT (WHETHER SOUNDING IN BREACH OF CONTRACT, TORT OR OTHERWISE) SHALL BE BROUGHT ONLY IN SUCH COUNTY IN MINNESOTA; PROVIDED HOWEVER, WE MAY BRING ACTION AGAINST YOU IN ANY STATE OR FEDERAL COURTS OUTSIDE MINNESOTA WE CHOOSE IN OUR SOLE DISCRETION, PROVIDED ONLY THAT SUCH COURT HAS PROPER JURISDICTION. IN THE EVENT THIS AGREEMENT IS ASSIGNED BY US, YOU CONSENT TO THE JURISDICTION OF THE STATE AND FEDERAL COURTS OF THE ASSIGNEE'S PRINCIPAL PLACE OF BUSINESS. YOU UNDERSTAND THAT YOUR AGREEMENT TO MINNESOTA LAW AND YOUR SUBMISSION TO PERSONAL JURISDICTION IN MINNESOTA DIRECTLY BENEFITS US AND IS A MATERIAL INDUCEMENT TO OUR ENTERING INTO THIS AGREEMENT AND FINANCING YOUR EQUIPMENT. YOU AND WE EACH HEREBY WAIVE TRIAL BY JURY IN ANY ACTION OR PROCEEDING, WHETHER BROUGHT IN CONTRACT OR TORT, OR AT LAW OR IN EQUITY, ARISING OUT OF OR IN ANY WAY RELATED TO THIS AGREEMENT.

18. **NON-APPROPRIATION:** If sufficient funds are not appropriated to make Payments under this Agreement, this Agreement shall terminate and Borrower shall not be obligated to make Payments under the Agreement beyond the then current fiscal year for which funds have been appropriated. Upon such an event ("Non-Appropriation Event"), Borrower shall, no later than the end of the fiscal period for which Payments have been appropriated, terminate use of the Equipment, return the Equipment in accordance with the terms and conditions of the Agreement, and deliver to Secured Party documentation executed by Borrower's duly-authorized officer certifying that Borrower has complied with the above requirements, has ceased Borrower's use of the Equipment, and has not retained the Equipment in any form. If Borrower fails to perform the above requirements, the termination shall nevertheless be effective but Borrower shall be responsible for the payment of damages in an amount equal to the portion of Payments thereafter coming due that is attributable to the number of days after the termination during which the Borrower fails to perform the above requirements and for any other loss suffered by Secured Party as a result of Borrower's failure to perform the above requirements as required. Borrower shall notify Secured Party in writing within seven (7) days after the failure of the Borrower to appropriate funds sufficient for the payment of the Payments.

19. **MISCELLANEOUS:** No delay or failure by us to enforce our rights under this Agreement shall prevent us from enforcing any rights at a later time. If any part of this Agreement is determined to be unenforceable, all other parts will remain in full force and effect. Any Equipment discounts we may negotiate with Vendor accrue solely to our benefit. The original of this Agreement shall be that copy which bears your electronic, facsimile or original signature, and our electronic or original signature.

PLEASE READ TERMS AND CONDITIONS CAREFULLY BEFORE SIGNING

By signing this Agreement you acknowledge that you have read and understand the terms and conditions on each page of this Agreement, and you warrant that the person signing this Agreement on your behalf has the authority to do so and to grant the power of attorney set forth in Section 13 of this Agreement.

I AM AUTHORIZED TO SIGN THIS AGREEMENT ON BEHALF OF BORROWER:

ACCEPTED BY SECURED PARTY: VANTAGE FINANCIAL, LLC DBA VANTAGE EQUIPMENT LEASING, LLC

X: _____
 Print Name: _____
 Print Title: _____
 Date Signed: _____

By: _____
 Print Name: _____
 Print Title: _____
 Date Accepted: _____

PAY PROCEEDS DIRECTION TO FINANCE AGREEMENT

You hereby irrevocably instruct us to pay the Vendor(s) listed on Page 1 for the Equipment listed on Vendor(s) proposals approved by us. You hereby acknowledge that the Equipment has been delivered and is acceptable in all respects OR the Equipment has NOT been delivered but you hereby authorize us to make payment to the Vendor(s) in order to initiate delivery. You shall pay a prorated portion of the First Payment for every day from the Date Signed until the due date of the First Payment. Disbursement by us in accordance with the foregoing instructions shall constitute payment and delivery to and receipt by you of any and all such proceeds.

X: _____
 Date Signed: _____

Print Name: _____
 Print Title: _____

EQUIPMENT SCHEDULE “A”

Borrower: City of Roanoke, Texas

Agreement #: ROA011226.001

This Equipment Schedule “A” is to be attached to and become part of the Agreement referenced above by and between the undersigned and Vantage Financial, LLC dba Vantage Equipment Leasing, LLC, Secured Party.

Equipment:

Quantity	Equipment Description	Serial/VIN Number
3	Dell PowerEdge R660 Server – includes 5-year ProSupport 24x7 Tech Support, Assistance, NBD On-Site Services, and Limited Warranty	
2	HPE SN3600B 8-port, 32Gb SFP FC Switch – includes 5-year Tech Care Essentials Service	
2	HPE SN3600B 32Gb Switch Support	
1	334TB C50R5 Flash Storage Array	
2	HBA Connectx-6LX PCIe, Gen4, 25GbE Dual Port SFP28 Upgrade	
60	1 Month Evergreen Forever Subscription, 4 hour delivery, 24/7 support – for C50R5 device	
48	VMware vSphere Foundation 8 – start date 3/1/2026, end date 11/14/2029	
6	5m SFP28 DAC cables	
10	5m LC LC OM4 fiber cables	

This Equipment Schedule “A” is hereby verified as correct by the undersigned Borrower, who acknowledges receipt of a copy. This document may be executed by facsimile, electronic or original signature and such a copy shall be treated as an original for all purposes.

CITY OF ROANOKE, TEXAS
Borrower

Signature: _____
(Authorized Signer)

Print Name: _____

Title: _____

Date: _____

Insurance Certificate Request

Vantage Financial, LLC dba Vantage Equipment Leasing, LLC has entered into Agreement No. ROA011226 with City of Roanoke, Texas. The contract calls for insurance coverage described below:

Insured:	City of Roanoke, Texas
Insured Property:	Servers, Switches, and Pure Storage Devices
Location:	500 S Oak Street Roanoke, TX 76262-6732
Additional Insured and Lender's Loss Payee:	Vantage Financial, LLC dba Vantage Equipment Leasing, LLC and/or its Assigns 14525 Highway 7, Suite 245 Minnetonka, MN 55345
Coverage Amount:	\$826,835.00

Section 15 of the Agreement requires the following coverage:

- PROPERTY AND CASUALTY INSURANCE NAMING **VANTAGE FINANCIAL, LLC DBA VANTAGE EQUIPMENT LEASING, LLC AND/OR ITS ASSIGNS AS SOLE LENDER'S LOSS PAYEE**
- COMPREHENSIVE PUBLIC LIABILITY AND THIRD-PARTY PROPERTY INSURANCE NAMING **VANTAGE FINANCIAL, LLC DBA VANTAGE EQUIPMENT LEASING, LLC AND/OR ITS ASSIGNS AS ADDITIONAL INSURED**

A maximum deductible of \$10,000.00 is allowed. The insurance shall provide for thirty (30) days prior written notice to Vantage Financial, LLC dba Vantage Equipment Leasing, LLC of CANCELLATION, restriction, or reduction of coverage and shall have a clause specifying that no action or misrepresentation by Lessee shall invalidate such policy. **Please reference the above lease agreement number on the certificate.**

Upon issuance of the coverage outlined above, please email certificate to trivers@vantagefncl.com. Your courtesy in issuing and forwarding the requested instrument at your earliest convenience will be greatly appreciated. Please contact me at (952) 353-9863 if you have any questions.

Sincerely,

Tracy Rivers

Tracy Rivers
 Vantage Financial, LLC dba Vantage Equipment Leasing, LLC

ORIGIN ID: ONYA (817) 491-2411
BLAKE GORE
CITY OF ROANOKE, TEXAS
500 S OAK STREET
ROANOKE, TX 76262
UNITED STATES US

SHIP DATE: 12JAN26
ACTWGT: 1.00 LB
CAD: 103378750/INET4535
BILL SENDER

TO **TRACY RIVERS**
VANTAGE FINANCIAL, LLC
14525 HIGHWAY 7
SUITE 245

MINNETONKA MN 55345
REF: (952) 353-9863

58HJ3/3A83/59F2

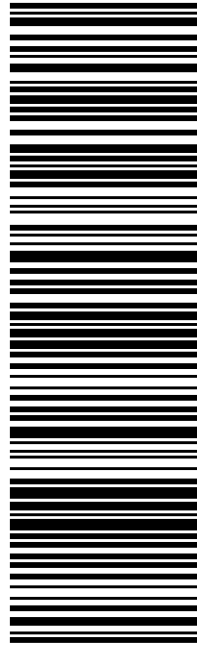
PO: _____ DEPT: _____



TUE - 13 JAN 10:30A
PRIORITY OVERNIGHT

TRK# **8878 4442 3257**
0201

XX FBLA **55345**
MN-US MSP



After printing this label:
CONSIGNEE COPY - PLEASE PLACE IN FRONT OF POUCH
1. Fold the printed page along the horizontal line.
2. Place label in shipping pouch and affix it to your shipment.

Use of this system constitutes your agreement to the service conditions in the current FedEx Service Guide, available on fedex.com. FedEx will not be responsible for any claim in excess of \$100 per package, whether the result of loss, damage, delay, non-delivery, misdelivery, or misinformation, unless you declare a higher value, pay an additional charge, document your actual loss and file a timely claim. Limitations found in the current FedEx Service Guide apply. Your right to recover from FedEx for any loss, including intrinsic value of the package, loss of sales, income interest, profit, attorney's fees, costs, and other forms of damage whether direct, incidental, consequential, or special is limited to the greater of \$100 or the authorized declared value. Recovery cannot exceed actual documented loss. Maximum for items of extraordinary value is \$1,000, e.g. jewelry, precious metals, negotiable instruments and other items listed in our Service Guide. Written claims must be filed within strict time limits, see current FedEx Service Guide.



AGENDA ITEM

TO: Mayor and City Council

SUBJECT: Consideration and action on approval of Ordinance No. 2026-104 renaming the public street of Peabody Way to Monroe Avenue (EAST/WEST SECTION) and Convention Way (NORTH/SOUTH SECTION); and providing for immediate effective date.

MEETING DATE: January 27, 2026

DEPARTMENT: Administration

ITEM SUMMARY:

Consideration and action on approval of Ordinance No. 2026-104 renaming the public street of Peabody Way to Monroe Avenue (EAST/WEST SECTION) and Convention Way (NORTH/SOUTH SECTION); and providing for immediate effective date.

INFORMATION:

STAFF RECOMMENDATION:

SPECIAL CONSIDERATION:

FINANCIAL CONSIDERATION:

ATTACHMENTS:

1. Ordinance No. 2026-104 Renaming Peabody Way to Monroe Avenue

RESOLUTION No. 2026-104

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROANOKE, TEXAS, RENAMING THE PUBLIC STREET OF PEABODY WAY TO MONROE AVENUE (EAST/WEST SECTION) AND CONVENTION WAY (NORTH/SOUTH SECTION); AND PROVIDING FOR IMMEDIATE EFFECTIVE DATE.

WHEREAS, Section 311.001(a) of the Texas Transportation Code provides that the City of Roanoke, Texas, as a Texas home-rule municipality, “has exclusive control over and under the public highways, streets, and alleys of the municipality”; and

WHEREAS, the City of Roanoke, Texas, has determined it is in the best interest of the City to rename the public street of Peabody Way to Monroe Avenue (east/west section) and Convention Way (north/south section).

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

Section 1. That the foregoing recitals are hereby found to be true and correct legislative findings of the City of Roanoke, Texas, and are fully incorporated into the body of this Resolution.

Section 2. That Peabody Way is renamed to Monroe Avenue (east/west section) and Convention Way (north/south section).

Section 3. This Resolution shall become effective from and after its passage.

DULY RESOLVED by the City Council of the City of Roanoke, Texas, on this the 13th day of January, 2026.

APPROVED:

Carl E. Gierisch, Jr., Mayor

ATTEST:

April S. Hill, City Secretary

APPROVED AS TO FORM:

Jeff Moore, City Attorney



AGENDA ITEM

TO:

SUBJECT:

MEETING DATE: January 27, 2026

DEPARTMENT: Administration

ITEM SUMMARY:

This item is for Per section 4.04(3) of Roanoke's Home-Rule Charter, "The City Council shall have the right to retain special counsel at any time that it may deem necessary and appropriate."

Current prosecutorial services for the Roanoke/Trophy Club Municipal Court have been managed by Brown & Hofmeister, L.L.P. However, the prosecutor fulfilling this duty has since resigned, and staff is seeking approval to engage Jeff Brown Law as the new prosecutor.

INFORMATION:

STAFF RECOMMENDATION:

Roanoke staff met with potential prosecutors in the month of December. After careful consideration, it was determined that Jeff Brown's experience, schedule, and prosecutorial approach would be the best fit for the Court.

SPECIAL CONSIDERATION:

FINANCIAL CONSIDERATION:

Mr. Brown's proposed fee is \$150/hour with an estimated 16 hours of work per month. Current services are billed at \$120/hour, leading to a probable budgetary impact of \$5,760 annually. Staff believes this can be absorbed into the city's operating budget without the need for an amendment.

ATTACHMENTS:

None



AGENDA ITEM

TO: Mayor and City Council

SUBJECT: ORD NO 2026-100 - Ordering May 2, 2026 General Election

MEETING DATE: January 27, 2026

DEPARTMENT: City Secretary

ITEM SUMMARY:

Consideration and action on approval of Ordinance No. 2026-100 ordering a General Election to be held on the 2nd day of May, 2026, for the purpose of electing three (3) city council members, one (1) per ward, all for three (3) year terms.

INFORMATION:

City of Roanoke Charter - Article III - City Council - Section 3.01 Composition

(4) There shall be held in the City on the uniform election day in the month of May 2009, and every three (3) years thereafter, or on such other date or dates as may be prescribed by the laws of the State of Texas, as amended, a City election for the election of the Mayor, and one Council member to City Council from Wards 1, 2, and 3. The City Council members elected upon and after the May 2009, election shall serve a three-year term.

STAFF RECOMMENDATION:

Approve Ordinance No. 2026-100

SPECIAL CONSIDERATION:

FINANCIAL CONSIDERATION:

Election costs have been budgeted.

ATTACHMENTS:

1. ORD NO 2026-100 - Ordering General Election - English
2. ORD NO 2026-100 - Ordering General Election_Spanish (Mexican)
3. ORD NO 2026-100 - Ordering General Election_Vietnamese

ORDINANCE NO. 2026-100

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ROANOKE, TEXAS, ORDERING A GENERAL ELECTION TO BE HELD ON THE 2ND DAY OF MAY, 2026, FOR THE PURPOSE OF ELECTING THREE (3) CITY COUNCIL MEMBERS, ONE (1) PER WARD, ALL FOR THREE (3) YEAR TERMS; PROVIDING FOR ELECTION OFFICERS; DESIGNATING THE PLACE AND MANNER OF HOLDING SAID ELECTION; DESIGNATING THE EARLY VOTING POLLING PLACE; DESIGNATING THE EARLY VOTING CLERK; PROVIDING FOR THE POSTING AND PUBLICATION OF NOTICE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING FOR AN IMMEDIATE EFFECTIVE DATE.

WHEREAS, Section 41.001(a) of the Texas Election Code establishes Saturday, May 2, 2026, as a uniform election date for the City of Roanoke, Texas; and

WHEREAS, Section 3.005(a) of the Texas Election Code requires the City of Roanoke, Texas, to order the election at least seventy-eight (78) days before the uniform election date by Friday, February 13, 2026; and

WHEREAS, the meeting at which this Ordinance is considered is open to the public as required by law, and public notice of the time, place and purpose of said meeting was given as required by Section 551.043 of the Texas Government Code.

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

Section 1. Election Order, Election Date and Purpose of Election.

That a General Election shall be held on Saturday, May 2, 2026, between the hours of seven o'clock a.m. (7:00 a.m.) and seven o'clock p.m. (7:00 p.m.), at the Roanoke Public Library, 308 S. Walnut Street, Roanoke, Texas, for the following purposes:

- (a) A General Election shall be held to elect a City Council Member for Ward 1, a City Council Member for Ward 2, and a City Council Member for Ward 3, for three (3) year terms of office, as prescribed by the Home-Rule Charter. The candidate for Council Member for the applicable Ward receiving a majority number of votes from the applicable Ward shall be deemed elected as Council Member from said Ward to a three-year term of office.

Section 2. Candidate Filing Deadline.

That candidates for the City Council member positions may file with the City Secretary of the City of Roanoke, Texas, for one of the three (3) Council member places beginning on Wednesday, January 14, 2026, and until 5:00 p.m. on Friday, February 13, 2026. Last day for a write-in candidate shall be 5:00 p.m. on February 17, 2026.

Section 3. Voting System.

That the voting on the date of the Election, and early voting therefore, shall be by the use of a lawfully approved voting system. The preparation of the voting equipment to be used in connection with such voting system and the official ballots for the Election shall conform to the Texas Election Code, as amended, so as to permit the qualified voters from each Ward to elect one (1) City Council Member from said Ward. Said ballots shall have printed therein such provisions, markings, and language as may be required by law, and the Candidates shall be set

forth on said ballots in substantially the following form and language:

**GENERAL ELECTION
City of Roanoke, Texas
May 2, 2026**

OFFICIAL BALLOT

In Ward 1:

Council Member, Ward # 1

In Ward 2:

Council Member, Ward # 2

In Ward 3:

Council Member, Ward # 3

Section 4. Election Precincts; Polling Place.

That the City of Roanoke hereby designates one (1) Election Day polling location for the voters of the City of Roanoke. The Election Day polling place and election officials shall be as administered by the Denton County and Tarrant County Elections Administrators:

Polling Place

Officials

Denton County Elections
701 Kimberly Drive, Suite A101
Denton, Texas 76208

Denton County Elections Administrator
701 Kimberly Drive, Suite A101
Denton, Texas 76208

_____ - Judge

Tarrant County Elections
2700 Premier Street
Fort Worth, Texas 76111

Tarrant County Elections Administrator
2700 Premier Street
Fort Worth, Texas 76111

_____ - Judge

The Election Judge may appoint such other clerks as needed to serve and assist in the conduct of the election. The Election Judge and Alternate Judge for the general election shall also serve as the Presiding Judge and Alternate Judge of the Early Voting Ballot Board, and are hereby directed to perform the duties required by the Texas Election Code, as amended.

Section 5. Early Voting; Early Voting Polling Place.

That early voting shall commence on Monday, April 20, 2026, and shall close on Tuesday, April 28, 2026. During the lawful early voting by personal appearance period (April 20, 2026, through April 28, 2026), the City Secretary shall keep such place for early voting open for early voting on the dates and times as depicted in ***Exhibit A***, which is attached hereto and incorporated herein for all purposes.

Section 6. Election Compliance.

That election shall be held in accordance with, and shall be governed by, the election laws of the State of Texas. In all City elections, the Mayor, City Secretary, or City Council shall perform each act as is required to be performed, in connection with the holding and consummation of such election, and to give effect to the intent of this Ordinance.

Section 7. Voting Qualification; Voting Materials.

That all registered, qualified voters of the City shall be permitted to vote at the election. In addition, the election materials enumerated in the Texas Election Code, as amended, shall be printed in English, Spanish, and Vietnamese for use at the polling places and for early voting for the Election.

Section 8. Compensation for Services.

That the Election Judges shall be paid the sum of fifteen dollars (\$15.00) per hour for services provided in conducting the election. That the Alternate Election Judges shall be paid the sum of fourteen dollars (\$14.00) per hour for services provided in conducting the election. The Election Clerks shall be paid the sum of thirteen dollars (\$13.00) per hour for services provided in conducting the election.

Section 9. Notices.

That the City Secretary is hereby ordered and directed to give notice of the election by:

- (a) Publishing the notice of the election at least once, not more than thirty (30) days nor less than ten (10) days before the election in the official newspaper of the City, or between April 2, 2026 and April 22, 2026;
- (b) Filing with the City Secretary, a copy of the notice of the election;
- (c) Posting a copy of the notice on the bulletin board used for posting notices of the meetings of the City Council at least twenty-one (21) days before the election, by April 10, 2026; and
- (d) Delivering notice of the election to the Denton and Tarrant County clerks not later than the 60th day before election day, or March 3, 2026.

The City Secretary shall file with the City Secretary a copy of the Publisher's Affidavit, which complies with the Texas Election Code, as amended, that the notice was published, with the name of the newspaper and the dates of publication.

Section 10. Run-Off Election.

If a run-off election becomes necessary, the Denton and Tarrant County Election Administrator's offices will conduct the run-off election. Should any candidate for any one of said offices fail to receive a majority of all votes cast for such office, a run-off election is hereby ordered as provided for by the Texas Election Code.

Section 11. Severability Clause.

That if any word, section, article, phrase, paragraph, sentence, clause, or portion of this ordinance or application thereto to any person or circumstance is held to be invalid or unconstitutional by a court of competent jurisdiction, such holding shall not affect the validity of the remaining portion of this ordinance; and the City Council hereby declares it would have passed such remaining portions of this ordinance despite such invalidity which remaining portions shall remain in full force

and effect.

Section 12. Effective Date.

That this Ordinance shall take effect from and after its passage.

PASSED, APPROVED AND ADOPTED by the City Council of the City of Roanoke, Texas on this the **27th** day of **January, 2026**.

APPROVED:

Carl E. Gierisch, Jr., Mayor

ATTEST:

_____, City Secretary

APPROVED AS TO FORM:

Jeff Moore, City Attorney

Exhibit A

[Early Voting Times and Locations]

ORDENANZA NÚM. 2026-100

UNA ORDENANZA DEL CONCEJO MUNICIPAL DE LA CIUDAD DE ROANOKE, TEXAS, QUE ORDENA QUE SE CELEBREN ELECCIONES GENERALES EL 2 DE MAYO DE 2026, CON EL FIN DE ELEGIR A TRES (3) CONSEJEROS MUNICIPALES, UNO (1) POR DISTRITO, TODOS POR TÉRMINOS DE TRES (3) AÑOS; PRESTACIÓN DE FUNCIONARIOS ELECTORALES; DESIGNACIÓN EL LUGAR Y FORMA DE REALIZAR DICHA ELECCIÓN; DESIGNACIÓN DEL LUGAR DE VOTACIÓN ANTICIPADA; DESIGNACIÓN DEL SECRETARIO DE VOTACIÓN ANTICIPADA; DISPOSICIÓN PARA LA PUBLICACIÓN DE AVISO; PROPORCIONAR UNA CLÁUSULA DE DIVISIBILIDAD; Y PROPORCIONAR UNA FECHA DE VIGENCIA INMEDIATA.

POR CUANDO, la Sección 41.001(a) del Código Electoral de Texas establece el sábado 2 de mayo de 2026 como fecha de elección uniforme para la Ciudad de Roanoke, Texas; y

POR CUANTO, la Sección 3.005(a) del Código Electoral de Texas requiere que la Ciudad de Roanoke, Texas, ordene la elección al menos setenta y ocho (78) días antes de la fecha de la elección uniforme antes del viernes 13 de febrero de 2026; y

POR CUANTO, la reunión en la que se considera esta Ordenanza está abierta al público según lo exige la ley, y se dio aviso público de la hora, el lugar y el propósito de dicha reunión según lo exige la Sección 551.043 del Código de Gobierno de Texas.

AHORA, POR LO TANTO, EL CONCEJO MUNICIPAL DE LA CIUDAD DE ROANOKE, TEXAS ORDENA:

Sección 1. Orden de elección, fecha de elección y propósito de elección.

Que se llevará a cabo una Elección General el sábado 2 de mayo de 2026, entre las siete a.m. (7:00 a.m.) y las siete p.m. (7:00 p.m.), en la Biblioteca Pública de Roanoke, 308 S. Walnut Street, Roanoke, Texas, para los siguientes fines:

- (a) Se llevará a cabo una Elección General para elegir a un Miembro del Concejo Municipal para el Distrito 1, un Miembro del Concejo Municipal para el Distrito 2 y un Miembro del Concejo Municipal para el Distrito 3, por mandatos de tres (3) años, según lo prescribe la Carta de Autonomía. El candidato a ser miembro del consejo del distrito correspondiente que reciba una mayoría de votos se considerará elegido como miembro del consejo de dicho distrito para un mandato de tres años.

Sección 2. Plazo de presentación de candidatos.

Que los candidatos para los puestos de miembros del Concejo Municipal pueden presentarse ante el Secretario Municipal de la Ciudad de Roanoke, Texas, para uno de los tres (3) puestos de miembros del Concejo a partir del miércoles 14 de enero de 2026 y hasta las 5:00 p.m. del viernes, 13 de febrero de 2026. El último día para inscribir a un candidato será el 17 de febrero de 2026 a las 5:00 p.m.

Sección 3. Sistema de votación.

Que la votación en la fecha de la elección, y por tanto la votación anticipada, se hará mediante el uso de un sistema de votación legalmente aprobado. La preparación del equipo de votación

que se usará en relación con dicho sistema de votación y las boletas oficiales para la Elección se ajustará al Código Electoral de Texas, según enmendado, para permitir que los votantes calificados de cada distrito electoral elijan una (1) Miembro del Concejo Municipal de dicho Distrito. Dichas boletas tendrán impresas en ellas las disposiciones, las marcas y el lenguaje que exija la ley, y los candidatos se establecerán en dichas boletas sustancialmente en la siguiente forma y lenguaje:

**ELECCIÓN GENERAL
Ciudad de Roanoke, Texas
2 de mayo de 2026**

BOLETA OFICIAL

En el distrito 1:

Miembro del Concejo, Distrito # 1

En el distrito 2:

Miembro del Concejo, Distrito # 2

En el distrito 3:

Miembro del Concejo, Distrito # 3

Sección 4. Recintos electorales; Colegio electoral.

Que la Ciudad de Roanoke por la presente designa un (1) lugar de votación el Día de las Elecciones para los votantes de la Ciudad de Roanoke. El lugar de votación y los funcionarios electorales del día de las elecciones serán administrados por los administradores electorales de los condados de Denton y Tarrant:

Colegio electoral

Funcionarios

Elecciones del condado de Denton
701 Kimberly Drive, Suite A101
Denton, Texas 76208

Administrador de elecciones del condado de Denton
701 Kimberly Drive, Suite A101
Denton, Texas 76208

_____ - Juez

Elecciones del condado de Tarrant
2700 Premier Street
Fort Worth, Texas 76111

Administrador de elecciones del condado de Tarrant
2700 Premier Street
Fort Worth, Texas 76111

_____ - Juez

El Juez de las Elecciones puede designar a otros empleados según sea necesario para servir y ayudar en la realización de la elección. El Juez Electoral y el Juez Suplente para la elección general también actuarán como Juez Presidente y Juez Suplente de la Junta de Boletas de Votación Anticipada, y por el presente se les ordena desempeñar las funciones requeridas por el Código Electoral de Texas, según enmienda.

Sección 5. Votación anticipada; lugar de votación anticipada.

Esa votación anticipada comenzará el lunes 20 de abril de 2026 y cerrará el martes 28 de abril de 2026. Durante el período legal de votación anticipada en persona (del 20 de abril de 2026 al 28 de abril de 2026), el Secretario de la Ciudad mantendrá abierto el lugar para la votación anticipada en las fechas y horas que se muestran en **Anexo A**, que se adjunta e incorpora a este documento para todos los efectos.

Sección 6. Cumplimiento electoral.

Esa elección se llevará a cabo de acuerdo con las leyes electorales del Estado de Texas y se regirá por ellas. En todas las elecciones de la Ciudad, el Alcalde, el Secretario de la Ciudad o el Concejo Municipal realizarán cada acto que sea necesario, en relación con la celebración y consumación de dicha elección, y para dar efecto a la intención de esta Ordenanza.

Sección 7. Calificación para votar; materiales de votación.

Que a todos los votantes registrados y calificados de la Ciudad se les permitirá votar en la elección. Además, los materiales electorales enumerados en el Código Electoral de Texas, según enmienda, se imprimirán en inglés, español y vietnamita para usarse en los lugares de votación y para la votación anticipada de la Elección.

Sección 8. Compensación por servicios.

Que a los Jueces Electorales se les pagará la suma de quince dólares (\$15.00) por hora por los servicios prestados en la conducción de la elección. Que a los Jueces Suplentes de Elecciones se les pagará la suma de catorce dólares (\$14.00) por hora por los servicios prestados en la conducción de la elección. A los Secretarios Electorales se les pagará la suma de trece dólares (\$13.00) por hora por los servicios prestados en la realización de la elección.

Sección 9. Avisos.

Que por la presente se ordena e instruye al Secretario de la Ciudad que dé aviso de la elección al:

- (a) Publicar el aviso de la elección por lo menos una vez, no más de treinta (30) días ni menos de diez (10) días antes de la elección en el periódico oficial de la Ciudad, o entre el 2 de abril de 2026, y el 22 de abril de 2026;
- (b) Presentar ante el Secretario de la Ciudad, una copia del aviso de la elección;
- (c) Publicar una copia del aviso en el tablón de anuncios utilizado para publicar los avisos de las reuniones del Concejo Municipal al menos veintiún (21) días antes de la elección, antes del 10 de abril de 2026; y
- (d) Entregar el aviso de la elección al secretario del condado de Denton y Tarrant a más tardar 60 días antes del día de la elección, o el 3 de marzo de 2026.

El Secretario de la Ciudad presentará ante el Secretario de la Ciudad una copia de la Declaración Jurada del Editor, que cumple con el Código Electoral de Texas, según enmienda, de que se publicó el aviso, con el nombre del periódico y las fechas de publicación.

Sección 10. Elección de segunda vuelta.

Si se hace necesaria una elección de segunda vuelta, las oficinas del Administrador de Elecciones de los condados de Denton y Tarrant serán quienes la llevarán a cabo. Si algún candidato para cualquiera de dichos cargos no recibe la mayoría de todos los votos emitidos, por

la presente se ordena una segunda vuelta según lo dispuesto por el Código Electoral de Texas.

Sección 11. Cláusula de divisibilidad.

Que si alguna palabra, sección, artículo, frase, párrafo, oración, cláusula o parte de esta Ordenanza o su aplicación a cualquier persona o circunstancia es declarada inválida o inconstitucional por un tribunal de jurisdicción competente, dicha decisión no afectará la validez de la porción restante de esta Ordenanza; y el Concejo Municipal por la presente declara que habría aprobado las partes restantes de esta Ordenanza a pesar de dicha invalidez, cuyas partes restantes permanecerán en pleno vigor y efecto.

Sección 12. Fecha efectiva

Que esta Ordenanza entrará en vigor a partir de su aprobación.

APROBADA Y ADOPTADA por el Concejo Municipal de la Ciudad de Roanoke, Texas este **27 de enero, 2026**.

APROBADO:

Carl E. Gierisch, Jr., Alcalde

DOY FE:

, Secretaria Municipal

APROBADO EN CUANTO A LA FORMA:

Jeff Moore, Abogado de la Ciudad

Anexo A

[Horarios y lugares de votación anticipada]

SẮC LỆNH SỐ 2026-100

SẮC LỆNH CỦA HỘI ĐỒNG THÀNH PHỐ ROANOKE, TEXAS, RA LỆNH TỔ CHỨC MỘT CUỘC BẦU CỬ VÀO NGÀY 2 THÁNG 5 NĂM 2026, VỚI MỤC ĐÍCH BẦU CỬ BA (3) THÀNH VIÊN HỘI ĐỒNG THÀNH PHỐ, MỖI KHU VỰC MỘT (1) NGƯỜI, TẤT CẢ ĐỀU CÓ NHIỆM KỲ BA (3) NĂM; QUY ĐỊNH VỀ CÁN BỘ BẦU CỬ; CHỈ ĐỊNH ĐỊA ĐIỂM VÀ PHƯƠNG THỨC TỔ CHỨC CUỘC BẦU CỬ NÓI TRÊN; CHỈ ĐỊNH ĐỊA ĐIỂM BỎ PHIẾU SỚM; CHỈ ĐỊNH THƯ KÝ BỎ PHIẾU SỚM; QUY ĐỊNH VỀ VIỆC NIÊM YẾT VÀ CÔNG BỐ THÔNG BÁO; CUNG CẤP KHOẢN ĐIỀU KHOẢN VỀ KHẢ NĂNG TÁCH RỜI; VÀ QUY ĐỊNH VỀ VIỆC CÓ HIỆU LỰC NGAY LẬP TỨC.

XÉT RẰNG, Mục 41.001(a) của Bộ Luật Bầu Cử Texas quy định Thứ Bảy, ngày 2 tháng 5 năm 2026, là ngày bầu cử thống nhất cho Thành phố Roanoke, Texas; và

XÉT RẰNG, Mục 3.005(a) của Bộ Luật Bầu Cử Texas yêu cầu Thành phố Roanoke, Texas, ra lệnh tổ chức bầu cử ít nhất bảy mươi tám (78) ngày trước ngày bầu cử thống nhất, tức là trước Thứ Sáu, ngày 13 tháng 2 năm 2026; và

XÉT RẰNG, cuộc họp xem xét Sắc lệnh này được mở công khai theo luật định, và thông báo công khai về thời gian, địa điểm và mục đích của cuộc họp nói trên đã được đưa ra theo yêu cầu của Mục 551.043 của Bộ Luật Chính phủ Texas.

VẬY, NAY, HỘI ĐỒNG THÀNH PHỐ ROANOKE, TEXAS, BAN HÀNH SẮC LỆNH NÀY:

Mục 1. Lệnh Bầu Cử, Ngày Bầu Cử và Mục Đích Bầu Cử.

Một Cuộc Bầu Cử sẽ được tổ chức vào Thứ Bảy, ngày 2 tháng 5 năm 2026, từ bảy giờ sáng (7:00 sáng) đến bảy giờ tối (7:00 tối), tại Thư viện Công cộng Roanoke, 308 S. Walnut Street, Roanoke, Texas, với các mục đích sau:

- (a) Cuộc Bầu Cử sẽ được tổ chức để bầu một Thành viên Hội đồng Thành phố cho Khu vực 1, một Thành viên Hội đồng Thành phố cho Khu vực 2, và một Thành viên Hội đồng Thành phố cho Khu vực 3, với nhiệm kỳ ba (3) năm, theo quy định của Hiến chương Tự trị Địa phương. Ứng cử viên Hội đồng Thành phố cho Khu vực nhận được đa số phiếu bầu từ Khu vực đó sẽ được coi là đắc cử Thành viên Hội đồng từ Khu vực đó với nhiệm kỳ ba năm.

Mục 2. Hạn Chót Nộp Hồ Sơ Ứng Cử.

Các ứng cử viên cho vị trí thành viên Hội đồng Thành phố có thể nộp hồ sơ tại Thư Ký Thành Phố Roanoke, Texas, cho một trong ba (3) vị trí thành viên Hội đồng, bắt đầu từ Thứ Tư, ngày 14 tháng 1 năm 2026, và kéo dài cho đến 5:00 chiều Thứ Sáu, ngày 13 tháng 2 năm 2026. Ngày cuối cùng cho ứng cử viên tự ứng cử là 5:00 chiều ngày 17 tháng 2 năm 2026.

Mục 3. Hệ Thống Bỏ Phiếu.

Việc bỏ phiếu vào ngày Bầu cử, và bỏ phiếu sớm, sẽ được thực hiện bằng cách sử dụng một hệ thống bỏ phiếu được pháp luật chấp thuận. Việc chuẩn bị thiết bị bỏ phiếu được sử dụng liên quan đến hệ thống bỏ phiếu đó và các lá phiếu chính thức cho Cuộc bầu cử phải tuân thủ Bộ Luật Bầu Cử Texas, đã được sửa đổi, để cho phép các cử tri đủ điều kiện từ mỗi Khu vực bầu một (1) Thành viên Hội đồng Thành phố từ Khu vực đó. Các lá phiếu nói trên phải có các quy định, ký hiệu và ngôn ngữ được in trên đó theo yêu cầu của luật pháp, và các Ứng cử viên sẽ

được trình bày trên các lá phiếu đó dưới hình thức và ngôn ngữ cơ bản như sau:

BẦU CỬ
Thành phố Roanoke, Texas
Ngày 2 tháng 5 năm 2026

PHIẾU BẦU CHÍNH THỨC

Tại Khu vực 1:

Thành viên Hội đồng, Khu vực # 1

Tại Khu vực 2:

Thành viên Hội đồng, Khu vực # 2

Tại Khu vực 3:

Thành viên Hội đồng, Khu vực # 3

Mục 4. Khu Vực Bầu Cử; Địa Điểm Bỏ Phiếu.

Thành phố Roanoke theo đây chỉ định một (1) địa điểm bỏ phiếu vào Ngày Bầu Cử cho các cử tri của Thành phố Roanoke. Địa điểm bỏ phiếu vào Ngày Bầu Cử và các cán bộ bầu cử sẽ do Quản Lý Bầu Cử của Quận Denton và Quận Tarrant quản lý như sau:

Địa Điểm Bỏ Phiếu

Cán bộ

Denton County Elections
701 Kimberly Drive, Suite A101
Denton, Texas 76208

Quản Lý Bầu Cử Quận Denton
701 Kimberly Drive, Suite A101
Denton, Texas 76208

_____ - Thẩm phán

Tarrant County Elections
2700 Premier Street
Fort Worth, Texas 76111

Quản Lý Bầu Cử Quận Tarrant
2700 Premier Street
Fort Worth, Texas 76111

_____ - Thẩm phán

Thẩm Phán Bầu Cử có thể chỉ định các thư ký khác khi cần thiết để phục vụ và hỗ trợ việc tiến hành bầu cử. Thẩm Phán Bầu Cử và Thẩm Phán Dự Khuyết cho đợt bầu cử cũng sẽ giữ chức Chủ Tọa Thẩm Phán và Thẩm Phán Dự Khuyết của Hội Đồng Bỏ Phiếu Sớm, và theo đây được chỉ đạo thực hiện các nhiệm vụ theo yêu cầu của Bộ Luật Bầu Cử Texas, đã được sửa đổi.

Mục 5. Bỏ Phiếu Sớm; Địa Điểm Bỏ Phiếu Sớm.

Việc bỏ phiếu sớm sẽ bắt đầu vào Thứ Hai, ngày 20 tháng 4 năm 2026, và sẽ kết thúc vào Thứ Ba, ngày 28 tháng 4 năm 2026. Trong thời gian bỏ phiếu sớm hợp pháp bằng hình thức trực tiếp (từ ngày 20 tháng 4 năm 2026 đến ngày 28 tháng 4 năm 2026), Thư Ký Thành Phố sẽ duy trì cho địa điểm bỏ phiếu sớm mở cửa vào các ngày và thời gian được mô tả trong **Phụ lục A**, được đính kèm và được kết hợp vào đây cho mọi mục đích.

Mục 6. Tuân Thủ Bầu Cử.

Cuộc bầu cử sẽ được tổ chức theo, và sẽ được điều chỉnh bởi, luật bầu cử của Tiểu bang Texas. Trong tất cả các cuộc bầu cử Thành phố, Thị Trưởng, Thư Ký Thành Phố, hoặc Hội đồng Thành phố sẽ thực hiện mọi hành động được yêu cầu thực hiện, liên quan đến việc tổ chức và hoàn tất cuộc bầu cử đó, và để thực hiện mục đích của Sắc lệnh này.

Mục 7. Điều Kiện Bỏ Phiếu; Tài Liệu Bỏ Phiếu.

Tất cả các cử tri đủ điều kiện, đã đăng ký của Thành phố đều được phép bỏ phiếu trong cuộc bầu cử. Ngoài ra, các tài liệu bầu cử được liệt kê trong Bộ Luật Bầu Cử Texas, đã được sửa đổi, sẽ được in bằng Tiếng Anh, Tiếng Tây Ban Nha và Tiếng Việt để sử dụng tại các địa điểm bỏ phiếu và cho việc bỏ phiếu sớm.

Mục 8. Thù Lao Cho Công Việc.

Thẩm phán Bầu cử sẽ được trả mười lăm đô la (\$15.00) mỗi giờ cho các dịch vụ được cung cấp trong việc tiến hành bầu cử. Thẩm phán Bầu cử Dự khuyết sẽ được trả mười bốn đô la (\$14.00) mỗi giờ cho các dịch vụ được cung cấp trong việc tiến hành bầu cử. Thư ký Bầu cử sẽ được trả mười ba đô la (\$13.00) mỗi giờ cho các dịch vụ được cung cấp trong việc tiến hành bầu cử.

Mục 9. Thông Báo.

Thư Ký Thành Phố được ra lệnh và chỉ đạo thông báo về cuộc bầu cử bằng cách:

- (a) Công bố thông báo bầu cử ít nhất một lần, không quá ba mươi (30) ngày cũng không dưới mười (10) ngày trước ngày bầu cử trên tờ báo chính thức của Thành phố, hoặc trong khoảng từ ngày 2 tháng 4 năm 2026 đến ngày 22 tháng 4 năm 2026;
- (b) Nộp một bản sao thông báo bầu cử cho Thư Ký Thành Phố;
- (c) Niêm yết một bản sao thông báo trên bảng thông báo được sử dụng để niêm yết các thông báo cuộc họp của Hội đồng Thành phố ít nhất hai mươi một (21) ngày trước ngày bầu cử, tức là trước ngày 10 tháng 4 năm 2026; và
- (d) Gửi thông báo bầu cử cho thư ký Quận Denton và Quận Tarrant không muộn hơn ngày thứ 60 trước ngày bầu cử, tức là ngày 3 tháng 3 năm 2026.

Thư Ký Thành Phố sẽ nộp cho Thư Ký Thành Phố một bản sao của Bản Tuyên Thệ Của Nhà Xuất Bản, tuân thủ Bộ Luật Bầu Cử Texas, đã được sửa đổi, xác nhận rằng thông báo đã được công bố, với tên tờ báo và ngày công bố.

Mục 10. Bầu Cử Vòng Hai.

Nếu cần phải tổ chức bầu cử vòng hai, văn phòng Quản Lý Bầu Cử của Quận Denton và Quận Tarrant sẽ tiến hành cuộc bầu cử vòng hai. Nếu bất kỳ ứng cử viên nào cho bất kỳ chức vụ nào nói trên không nhận được đa số tổng số phiếu bầu cho chức vụ đó, một cuộc bầu cử vòng hai theo đây được ra lệnh theo quy định của Bộ Luật Bầu Cử Texas.

Mục 11. Điều Khoản Về Khả Năng Tách Rời.

Nếu bất kỳ từ ngữ, mục, điều khoản, cụm từ, đoạn, câu, điều khoản phụ, hoặc phần nào của sắc lệnh này hoặc việc áp dụng nó đối với bất kỳ người hoặc trường hợp nào bị tòa án có thẩm quyền tuyên bố là không hợp lệ hoặc vi hiến, việc tuyên bố đó sẽ không ảnh hưởng đến tính hợp lệ của phần còn lại của sắc lệnh này; và Hội đồng Thành phố theo đây tuyên bố rằng họ vẫn sẽ thông qua các phần còn lại của sắc lệnh này mặc dù có sự không hợp lệ đó, và các phần còn lại này sẽ vẫn có đầy đủ hiệu lực và hiệu quả.

Mục 12. Ngày Có Hiệu lực.

Sắc lệnh này sẽ có hiệu lực kể từ khi được thông qua.

ĐƯỢC THÔNG QUA, PHÊ CHUẨN VÀ BAN HÀNH bởi Hội đồng Thành phố Roanoke, Texas vào ngày **27 tháng 1 năm 2026**.

ĐÃ PHÊ CHUẨN:

Carl E. Gierisch, Jr., Thị Trưởng

CHỨNG THỰC:

_____, Thư Ký Thành Phố

ĐÃ PHÊ CHUẨN VỀ MẶT HÌNH THỨC:

Jeff Moore, Luật Sư Thành Phố

Phụ lục A

[Thời gian và Địa điểm Bỏ phiếu Sớm]



AGENDA ITEM

TO: Mayor and City Council

SUBJECT: Consideration and action on approval of Ordinance No. 2026-103 ordering a General Election to be held on the 2nd day of May, 2026, for the purpose of electing .

MEETING DATE: January 27, 2026

DEPARTMENT: Administration

ITEM SUMMARY:

Consideration and action on approval of Ordinance No. 2026-103 ordering a General Election to be held on the 2nd day of May, 2026, for the purpose of electing .

INFORMATION:

Consideration and action on approval of Ordinance No. 2026-103 ordering a General Election to be held on the 2nd day of May, 2026, for the purpose of electing .

STAFF RECOMMENDATION:

SPECIAL CONSIDERATION:

FINANCIAL CONSIDERATION:

ATTACHMENTS:

1. Ordinance No. 2026-103 ordering Special Election

ORDINANCE NO. 2026-103

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ROANOKE, TEXAS, ORDERING A SPECIAL ELECTION TO BE HELD ON MAY 2, 2026 FOR THE PURPOSE OF ELECTING A CITY COUNCIL MEMBER TO WARD ONE WITH A TERM TO EXPIRE IN MAY 2027 AND A CITY COUNCIL MEMBER TO WARD TWO WITH A TERM TO EXPIRE IN MAY 2027; DESIGNATING THE PLACE AND MANNER OF HOLDING SAID ELECTION; ESTABLISHING THE DATES OF EARLY VOTING FOR SUCH ELECTION; ESTABLISHING A DATE FOR A RUNOFF ELECTION, IF REQUIRED; PRESCRIBING THE TIME AND DESIGNATING THE LOCATIONS AND MANNER OF CONDUCTING THE ELECTION TO BE HELD IN ACCORDANCE WITH THE JOINT ELECTION AGREEMENTS FOR ELECTION SERVICES WITH DENTON AND TARRANT COUNTIES; DESIGNATING THE EARLY VOTING CLERK; PROVIDING FOR THE POSTING AND PUBLICATION OF NOTICE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City of Roanoke, Texas (the “City”), is a home rule municipality acting under its charter adopted by the electorate pursuant to Article XI, Section 5, of the Texas Constitution and Chapter 9 of the Local Government Code; and

WHEREAS, Section 41.001 of the Texas Election Code (the “Code”) specifies that the first Saturday in May shall be a “uniform election date” and that a general and special election may be held on such day; and

WHEREAS, the Texas Constitution, Article XI, Section 11, stating “Any city, whether home rule or general law, that has increased its terms of office to three years or four years must fill vacancies by a majority vote at a special election within 120 days after the vacancy or vacancies occur”; and

WHEREAS, Roanoke City Council positions are elected for a three-year term; and

WHEREAS, Section 3.001 of the Texas Election Code provides that each general and special election shall be ordered as provided by Chapter 3, Ordering Election; and

WHEREAS, the Roanoke City Council finds that it is in the public interest to enter into a joint election agreement and election services contract with Denton County and Tarrant County to provide the most efficient and convenient voting opportunities; and

WHEREAS, the intention of the City Council, via adoption of this Ordinance, is to call an election, designate a polling place, appoint necessary election officers, establish procedures for conducting the election, and authorize the Mayor to execute joint election agreements whereby the general election will be administered by the Denton County and Tarrant County Elections Administrators.

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

Section 1. Election Order for Special Election

The City Council of the City of Roanoke, Texas, at a regular meeting held this date, does hereby order an election of officers for the City of Roanoke, Texas, to be held on the first Saturday in May, that being May 2, 2026, between the hours of 7:00 a.m. and 7:00 p.m., at the Roanoke Public Library, 308 South Walnut Street, Roanoke, Texas, for the purpose of electing a City Council Member for Ward 1 with a term to expire in May 2027 and a City Council Member for Ward 2 with a term to expire in May 2027, as prescribed by the Home-Rule Charter. The candidate for Council Member for the applicable Ward receiving a majority number of votes from the applicable Ward shall be deemed elected as Council Member from said Ward for the remainder of a three-year term of office to expire in May 2027.

Section 2. Application for a Place on the Ballot.

Eligible persons wishing to file as candidates must file an application with the City Secretary of the City of Roanoke at 500 South Oak Street, Roanoke, Texas 76262, and may do so beginning at 8:00 a.m., January 28, 2026, and continuing through February 13, 2026, until 5:00 p.m. Last day for a write-in candidate shall be 5:00 p.m. on February 17, 2026. Each application shall be on a form meeting the requirements of Section 141.031 of the Code. The order in which the names of the candidates are to be printed on the ballot shall be determined by a drawing by the City Secretary. Notice of the time and place for such drawing shall be given in accordance with the Charter and State Law.

Section 3. Joint Election Administration Contracts

The Mayor is hereby authorized to execute a contract with the Denton County and Tarrant County Elections Administrators for the purpose of having Denton County and Tarrant County furnish all or any portion of the election services and equipment needed by the City Secretary to conduct the election. The contract document and election services provided therein shall conform to Chapter 31, Subchapter D, of the Texas Election Code and other applicable statutes and laws.

Section 4. Voting Equipment

The election services contract shall provide (a) the type of electronic voting equipment to be used for early voting by personal appearance and on election day, (b) notification and training for election judges and clerks, (c) an estimate and final payment terms for the election services provided, (d) agreements for early voting equipment and voting machine rental, and (e) other procedures to conduct the election.

(a) **Method of Voting – Denton County.** Voting in Denton County shall be conducted using Denton County’s Hart InterCivic Verity Voting System. All expenditures necessary for the conduct of the election, the purchase of materials therefor, and the employment of all election officials are hereby authorized and shall

be conducted in accordance with the Code.

(b) **Method of Voting – Tarrant County.** Voting in Tarrant County shall be conducted using Tarrant County’s Hart InterCivic Verity Voting System (Version 2.7). All expenditures necessary for the conduct of the election, the purchase of materials therefor, and the employment of all election officials are hereby authorized and shall be conducted in accordance with the Code.

Section 5. Combined Ballots

Combined ballots may be utilized containing all of the offices and propositions to be voted on at each polling place, provided that no voter shall be given a ballot or permitted to vote for any office or proposition on which the voter is ineligible to vote. Returns may be made on forms, which are individual or combined, and the Denton County Elections Administrator and Tarrant County Elections Administrator shall be designated as the custodians of the combined records. The order in which the names of the candidates are to be printed on the ballot shall be determined by a drawing by the City Secretary pursuant to state law. Notice of the time and place for such drawing shall be given in accordance with the Code.

Section 6. Appointment of Election Judges and Alternate Election Judges.

Election judges for the general election shall be appointed by Denton County and Tarrant County, respectively, as authorized by Chapter 271 of the Code.

Section 7.

(a) **Early Voting - Denton County.** The Denton County Elections Administrator is designated the Early Voting Clerk for the election in Denton County. Additional Deputy Early Voting Clerks may be appointed as provided in the Denton County Joint Election Agreement (the “Denton Agreement”).

- (1) Early Voting by personal appearance shall be conducted beginning on April 20, 2026, and continuing through April 28, 2026, at the Denton County Main Early Voting site located at 701 Kimberly Dr., Ste. A111, Denton, Texas, 76208, on dates and times specified in the Denton County Agreement.
- (2) Any eligible Denton County Registered Voter may cast their vote at any additional early voting location throughout Denton County as established by the Denton Agreement. If there is any discrepancy between this Ordinance and the Denton Agreement as to early voting locations or times, the Denton Agreement shall control.
- (3) Applications for Ballots by Mail (ABBM)s and Federal Post Card Applications (FPCAs) in Denton County may be delivered to the may be delivered to the Early Voting Clerk, P.O. Box 1720, Denton, Texas, 76202; Website: www.votedenton.gov; Phone: 940.349.3200;

Fax: 940.349.3201; email: elections@dentoncounty.gov to be received not later than the close of business on April 20, 2026. The City Secretary is directed to forward the applications and ballots to the Election Administrator as provided in the Denton Agreement.

(b) **Early Voting - Tarrant County.** The Tarrant County Elections Administrator is designated the Early Voting Clerk for the election in Tarrant County. Additional Deputy Early Voting Clerks may be appointed, as provided in the Tarrant County Joint Election Agreement (the "Tarrant Agreement").

- (1) Early Voting by personal appearance shall be conducted beginning on April 20, 2026, and continuing through April 28, 2026, at the Tarrant County Main Early Voting site located at 2700 Premier Street, Fort Worth, Texas, 76111, on dates and times specified in the Tarrant County Agreement.
- (2) Any eligible Tarrant County Registered Voter may cast their vote at any additional early voting location throughout Tarrant County as established by the Tarrant Agreement. If there is any discrepancy between this Ordinance and the Tarrant Agreement as to early voting locations or times, the Tarrant Agreement shall control.
- (3) Applications for Ballots by Mail (ABBM)s and Federal Post Card Applications (FPCAs) in Tarrant County may be delivered to the Early Voting Clerk, PO Box 961011, Fort Worth, Texas 76161, or Express Courier Delivery, Tarrant County Elections, 2700 Premier Street, Fort Worth, Texas, 76111; Website: www.tarrantcountytexas.gov/en/elections.html Phone: 817.831.8683; Fax: 817.831.6118; Email: votebymail@tarrantcountytexas.gov to be received not later than the close of business on April 20, 2026. The City Secretary is directed to forward the applications and ballots to the Election Administrator as provided in the Tarrant Agreement.

(c) Early voting both by personal appearance and by mail shall be canvassed by the Early Voting Ballot Board established by Denton County under the Denton Agreement and Tarrant County under the Tarrant Agreement. The Presiding Election Judge and the Alternate Presiding Judge will be appointed by the Denton and Tarrant County Election Administrators as permitted by law. The Presiding Election Judge shall appoint elections clerks as may be necessary for the proper conduct of the election. The Presiding Election Judge, or the Alternative Election Judge, in the absence of the Presiding Election Judge, and the election clerks shall constitute the Early Voting Ballot Board to process early voting results from the election. The Presiding Election Judge and the Alternate Election Judge must be eligible to serve in accordance with state law, and the election clerks shall be qualified voters of the City. To the extent required by law, those persons designated by Denton

and Tarrant Counties as election officers and clerks are hereby appointed by the City.

Section 8. Election Day

The City of Roanoke hereby designates one (1) Election Day polling location for the voters of the City of Roanoke. The Election Day polling place and election officials shall be as administered by the Denton County and Tarrant County Elections Administrators:

<u>Polling Place</u>	<u>Officials</u>
Denton County Elections 701 Kimberly Drive, Suite A101 Denton, Texas 76208	Denton County Elections Administrator 701 Kimberly Drive, Suite A101 Denton, Texas 76208 _____ - Judge
Tarrant County Elections 2700 Premier Street Fort Worth, Texas 76111	Tarrant County Elections Administrator 2700 Premier Street Fort Worth, Texas 76111 _____ - Judge

The Election Judge may appoint such other clerks as needed to serve and assist in the conduct of the election. The Election Judge and Alternate Judge for the general election shall also serve as the Presiding Judge and Alternate Judge of the Early Voting Ballot Board, and are hereby directed to perform the duties required by the Texas Election Code, as amended.

All resident, qualified voters, determined by the laws of the State of Texas, the Charter, and ordinances of the City of Roanoke shall be qualified to vote at such election. This election shall be held and conducted in accordance with the aforesaid election agreement, election laws of the Texas Election Code, the Federal Voting Rights Act of 1965, as amended, the Charter of the City of Roanoke, and as may be required by law. All election materials and proceedings shall be printed in English, Spanish and Vietnamese.

Section 9. Election Results

The results of the election shall be certified, canvassed, and returned in the form and manner prescribed by the laws of the State of Texas and the charter and ordinances of the City of Roanoke.

Section 10. Election Notice

The City Secretary is hereby ordered and directed to give notice of the election by:

- (a) Publishing the notice of the election at least once, not more than thirty (30) days nor less than ten (10) days before the election in the official newspaper of the City, or between April 2, 2026 and April 22, 2026;

- (b) Filing with the City Secretary, a copy of the notice of the election;
- (c) Posting a copy of the notice on the bulletin board used for posting notices of the meetings of the City Council at least twenty-one (21) days before the election, by April 10, 2026; and
- (d) Delivering notice of the election to the Denton and Tarrant County clerks not later than the 60th day before election day, or March 3, 2026.

The City Secretary shall file with the City Secretary a copy of the Publisher's Affidavit, which complies with the Texas Election Code, as amended, that the notice was published, with the name of the newspaper and the dates of publication.

Section 11. Governing Law and Qualified Voters.

The election shall be held in accordance with the Constitution of the State of Texas and the Code, and all resident qualified voters of the City shall be eligible to vote at the election.

Section 12. Runoff Election

If a run-off election becomes necessary, the Denton and Tarrant County Election Administrator's offices will conduct the run-off election. Should any candidate for any one of said offices fail to receive a majority of all votes cast for such office, a run-off election is hereby ordered as provided for by the Texas Election Code.

Section 13. Severability Clause.

If any word, section, article, phrase, paragraph, sentence, clause, or portion of this ordinance or application thereto to any person or circumstance is held to be invalid or unconstitutional by a court of competent jurisdiction, such holding shall not affect the validity of the remaining portion of this ordinance; and the City Council hereby declares it would have passed such remaining portions of this ordinance despite such invalidity which remaining portions shall remain in full force.

Section 14. Necessary Actions

The City Manager and the City Secretary, in consultation with the City Attorney, are hereby authorized and directed to take any and all actions necessary to comply with the provisions of federal and state law in carrying out and conducting the election, whether or not expressly authorized herein.

Section 15. Effective Date.

This Ordinance shall be effective immediately upon adoption.

PASSED, APPROVED AND ADOPTED by the City Council of the City of Roanoke, Texas, this 27th day of January 2026.

APPROVED:

ATTEST:

Carl E. Gierisch, Jr., Mayor

Lindsay Rawlinson, City Secretary

APPROVED AS TO FORM:

Jeff Moore, City Attorney



AGENDA ITEM

TO: Mayor and Council

SUBJECT: Façade Grant Request: William Ryan of IYN Holdings LLC - 312 North Oak Street

MEETING DATE: January 27, 2026

DEPARTMENT: Economic Development

ITEM SUMMARY:

Consideration and action for a façade grant application from William Ryan of IYN Holdings LLC at 312 North Oak Street, Roanoke, TX 76262.

INFORMATION:

A façade grant application was received and reviewed by staff for improvements to the subject property for the amount of \$6,618.66, which is 50% of the estimated total project cost of \$13,237.31.

The scope of the project includes improvements to the exterior columns enhancing the building's structural integrity, safety and aesthetic; repainting and updating exterior signage and refreshing elements of the parking lot.

STAFF RECOMMENDATION:

The improvements meet the guidelines set forth by the city's Façade Grant Program policy. The applicant initially planned on these improvements last fiscal year but delayed the application due to grant funding availability.

SPECIAL CONSIDERATION:

The City Council approved funding in the amount of \$75,000 for the Façade Grant Program for the 2025-2026 fiscal year. Five grant requests have been received and approved by City Council.

FINANCIAL CONSIDERATION:

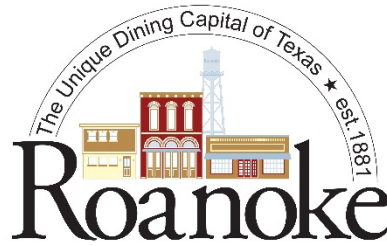
The current fund balance for the Façade Grant Program is \$8,955. If approved, a remainder of \$2,336 will be available for future grant requests.

ATTACHMENTS:



AGENDA ITEM

1. 312 N Oak St - Façade Grant Application 2025



FAÇADE GRANT PROGRAM APPLICATION

1. Name of Applicant(s): William Ryan

2. Name of Business: IYN Holdings LLC

3. Mailing Address of Applicant: 1215 Hackworth St, Roanoke, TX 76262

4. Project Address: 312 N Oak St

5. Does the applicant own the building? Yes No

(If the answer to #5 is no, please provide a letter from the building owner declaring approval of the project.)

6. Estimated Project Cost: \$ \$13,237.31

(Attach a detailed cost breakdown supported by one or more quotes from recognized contractors or suppliers with a written description of work to be completed. Include photo of the site to be improved and a sketch or photos of planned improvements.)

7. Total Grant Request (not to exceed 50% of project cost or \$15,000) \$6,618.66

(Matching funds will be provided up to \$15,000 for applicants, per budget year, who receive grant approval of Roanoke City Council after satisfactory inspection and completion of improvement as per agreement. Work must commence within 90 days after acceptance of grant and should be complete or significantly under progress within one year of issuance of said grant.)

8. Proposed project start date: June 18, 2025

9. Proposed project completion date: November 1, 2025

10. What is (are) the existing uses of the building? Office space & equipment storage

11. Will the proposed project result in a change of the use of the building?

Yes No If Yes, please explain the change

12. The following are attached to this application:

- A written description of the proposed project
- A drawing or rendering of the proposed project
- A detailed cost breakdown of the proposed project
- Quotes from contractors or suppliers
- An approval letter from the building owner

No approval letter required; we own the building.

The undersigned applicant affirms that:

1. The information in the application is true and accurate.
2. The applicant has read and understands the conditions of the Façade Grant Program.
3. The City of Roanoke has reserved the right in its sole discretion to reject this application.

Applicant Signature: William Ryan Date: January 9, 2026

Business Name: IYN Holdings Inc.

Address: 1215 Hackworth Dr, Roanoke, TX 76262

Phone: 817-390-9701

Project Description

This project focuses on targeted exterior improvements at 312 N. Oak Street to enhance the building's structural integrity, safety, and visual appeal. The scope includes restoration and repair of exterior columns and replacement of tile. The parking lot refresh is to improve safety, usability, and overall appearance for employees and visitors. Additional improvements include repainting the exterior sign, updated signage elements, and the installation of sign lighting to improve visibility, wayfinding, and nighttime safety. Together, these enhancements will strengthen the building's curb appeal, create a more welcoming street presence, and contribute to a well maintained and visually cohesive property.

EXTERIOR SIGNAGE



EXTERIOR COLUMNS



PARKING LOT REFRESH



Detailed Cost Breakdown

312 N. Oak St

The following costs are supported by vendor invoices and reflect actual expenses associated with the proposed exterior improvements at 312 N. Oak Street, Roanoke, TX.

Structural and Exterior Improvements

Title Repair	Repair of exterior tile to address wear and maintain safety and appearance.	\$400.00	JSF Renovation	Invoice 118
Exterior Columns and Metal Porch Posts	Repair and restoration of exterior columns and metal porch posts to improve structural integrity and visual consistency.	\$4,460.00		Invoice 118
Project Management and Labor Services	Project coordination, oversight, and labor required to complete exterior improvements efficiently and to code.	\$972.00		Invoice 118
		\$5,832.00		

Parking Lot Improvements

Parking Lot Striping and Refresh	Surface refresh, powerwash, and striping to improve safety, usability, and overall appearance.	\$4,049.56	Semper	Invoice 2840
		\$4,049.56		

Signage and Lighting

Exterior Sign Updates	Removal of existing sign faces, repainting of sign cabinet and pole, permit and processing fees, and installation of updated signage.	\$2,706.25	Don Smith Signage	Invoice 12809
Sign Lighting Improvements	Relamping of the main pole sign and installation of perimeter LED diodes to improve visibility and nighttime safety.	\$649.50		Invoice 12819
		\$3,355.75		

Total Project Costs

\$13,237.31

Zelle: andrew@jsfrenovations.com

Please contact us to pay by credit card. A 3.3% surcharge will be added.



Invoice #2840

INVOICE DATE **PLEASE PAY** DUE DATE 8/2/2025

\$4,049.56 8/2/2025

BILL TO:

Amy Dillard
It's Your Night Entertainment

JOB:

312 N Oak St. Roanoke, TX

Description Hrs/Qty Rate/Price Subtotal 100% Progress Invoice 1 \$3,793.50 \$3,793.50

Subtotal: \$3,793.50

Taxes: \$256.06

Credit: \$0.00

TOTAL: \$4,049.56

COMMENTS/SPECIAL INSTRUCTIONS

[Pay now online](#)

Semper Fi Striping LLC | 2699 Azle Hwy
Weatherford, TX 76085 | (254) 434-8259



Don Smith Signs
 104 Wet Rock Rd West
 BOYD, TEXAS 76023
 817-847-9525 office
 817-475-9462 cell

Your full-service sign source since 1981

12809

INVOICE

DATE 7 / 24 / 2025

donsmithsigns@att.net

Customer	The RYAN in ROANOKE
Address	N. Oak St Roanoke
Contact	William Ryan

DESCRIPTION OF SERVICES	QUANTITY	PRICE
INVOICE To remove existing faces from 51.5" x 96" Sign cabinet and 24" x 48" Address board. As quoted		\$2000
PAINT ALL CABINET AND POLE as quoted		300.
PERMIT FEES \$150 plus processing fee \$50		200.
LESS DRAW		<\$1000.>
A PLEASURE DOING BUSINESS WITH YOU!		
Sales Tax (8.25%) TAX EXEMPT COMMUNITY ORGANIZATION (Please forward copy of appropriate forms)		206.25
TOTAL		\$2706.25
Balance		1706.25

Invoice is due and payable upon receipt unless prior arrangement has been made. Resale form must be submitted at time of invoice if exemption is claimed. Estimated prices may change due to unforeseen circumstances.



Don Smith Signs
 104 Wet Rock Rd West
 BOYD, TEXAS 76023
 817-847-9525 office
 817-475-9462 cell

Your full-service sign source since 1981

Customer	The RYAN in ROANOKE
Address	N. Oak St Roanoke
Contact	William Ryan

12819

INVOICE

DATE 9 / 15 / 2025

donsmithsigns@att.net

DESCRIPTION OF SERVICES	QUANTITY	PRICE
INVOICE To RELAMP the main pole sign at Roanoke office (per quote)		\$500
ADD Perimeter LED diodes. 2 year warranty		+ \$100
A PLEASURE DOING BUSINESS WITH YOU!		
Sales Tax (8.25%) TAX EXEMPT COMMUNITY ORGANIZATION (Please forward copy of appropriate forms)		49.50
TOTAL		\$649.50
Balance		

Invoice is due and payable upon receipt unless prior arrangement has been made. Resale form must be submitted at time of invoice if exemption is claimed. Estimated prices may change due to unforeseen circumstances.