

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

**FEBRUARY 10, 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

1. FY2025-2026 Quarterly Financial Report and Investment Report for the period ending December 31, 2025.

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 27, 2026.



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

**February 10, 2026
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2. Consider approval to award a contract to KPOST Company for the replacement of the Dallas Annex building (Old PD) roof for an amount not to exceed one hundred ninety-five thousand six hundred and eighty-seven dollars (\$195,687.00).
3. Consider approval to award a contract to A&G Services for the replacement of the existing RTU's, Mini Splits, Exhaust Fan, Hanging Heater, Gas and Condensation Lines located at the Dallas Annex building (Old PD) for an amount not to exceed one hundred eighty-nine thousand two hundred thirty-six dollars and eighty cents (\$189,236.80).
4. Consider approval of a General Contractor Services agreement for the Roanoke Hotel and Convention Center Project, and authorize the City Manager to enter into an agreement with the approved firm.

F. NEW BUSINESS

1. Consideration and action on approval of a joint election agreement and contract for election services with Denton County for the May 2, 2026 General and Special Election.
2. Consideration and action on approval of a joint election agreement and contract for election services with Tarrant County for the May 2, 2026 General and Special Election.

G. EXECUTIVE SESSION

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

Section 551.087

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

-114 Development Group, LLC

RECONVENE INTO REGULAR SESSION

The City Council will reconvene into Regular Session, pursuant to the provisions of Chapter 551 of the Texas Government Code, to take any action necessary from any items posted and legally discussed in Executive Session.



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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 Tuesday, February 3, 2026, by 5:00 pm, in accordance with Chapter 551, Texas Government Code.

Lindsay Rawlinson, City Secretary

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

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



AGENDA ITEM

TO:

SUBJECT:

MEETING DATE: February 10, 2026

DEPARTMENT: Finance

ITEM SUMMARY:

INFORMATION:

Through the first quarter of fiscal year 2026 (covering October - December), Roanoke's operating funds are posting a collective surplus of \$3.1m, which is mostly attributable to the receipt of property tax bills in December. Roanoke's annual cashflow pattern generally has our operating funds posting large deficits for the first 2-3 months of the fiscal year before receiving an influx of property tax dollars in December/January. From that point, it is typical to see diminishing cash surpluses as our expenses catch up with revenue. Thus far, our FY26 cashflow is behaving normally.

Roanoke has collected 23% of budgeted revenue through December. With property taxes being collected early in the year, sales taxes and utility charges will be the primary earners for the remaining 9 months of the fiscal year. Sales tax will be the largest revenue source for Roanoke this year, and staff has noticed a decrease in posted collections from FY25. The largest part of this apparent decrease can be attributed to \$3m in one-time audit adjustments given to the city by the comptroller last year. However, even when netting this out, Roanoke's collections remain down from last year by 3.6%. The city makes sure to approach our budget conservatively, and so no adjustments are needed at this time. Staff will continue to monitor this data as it comes in.

Roanoke has also spent 17% of its annual expenditure budget, most of which is allocated to compensation. While most of the spending in our operating funds (the General Fund, Debt Service Fund, Utility Fund, Hotel/Motel, Special Events, REIDC, and CCPD Sales Tax Fund) is for daily operating costs, the city is utilizing significant portions of available cash in the General Fund, Utility Fund, and REIDC Sales Tax Fund for larger scale capital projects. These costs will usually show up in the "Capital Outlay" or "Transfers/Misc" categories at the bottom of page 2 of the attached report.



AGENDA ITEM

The report also includes a summary of investments and interest earnings for the \$88.7m in cash the city had as of December. Most of the city's cash resources are invested in local government pools, which posted returns of around 3.9% for the month. Staff also routinely invests in longer-term fixed income instruments such as certificates of deposit, to which \$16m in funds are currently allocated. The remaining cash is in our depository bank account as well as bank-managed money-market funds for a modest return. Staff's ongoing practice is to allocate cash into higher earning instruments as our liquidity needs allow. For this quarter, Roanoke earned an average return of 3.36%.

STAFF RECOMMENDATION:

This report is for informational purposes only. No action is required.

SPECIAL CONSIDERATION:

FINANCIAL CONSIDERATION:

None

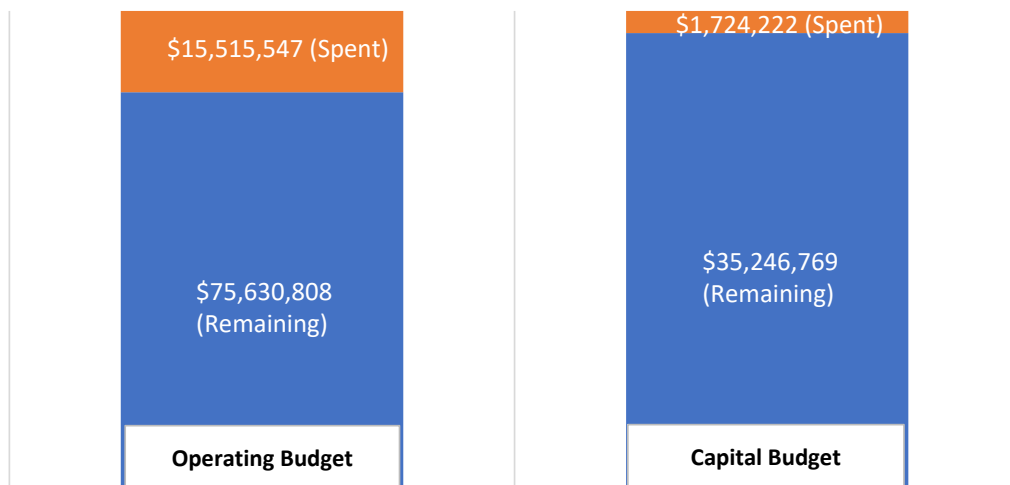
ATTACHMENTS:

1. Q1 FY26 2-3-26



Staff Financial Report - First Quarter 2026

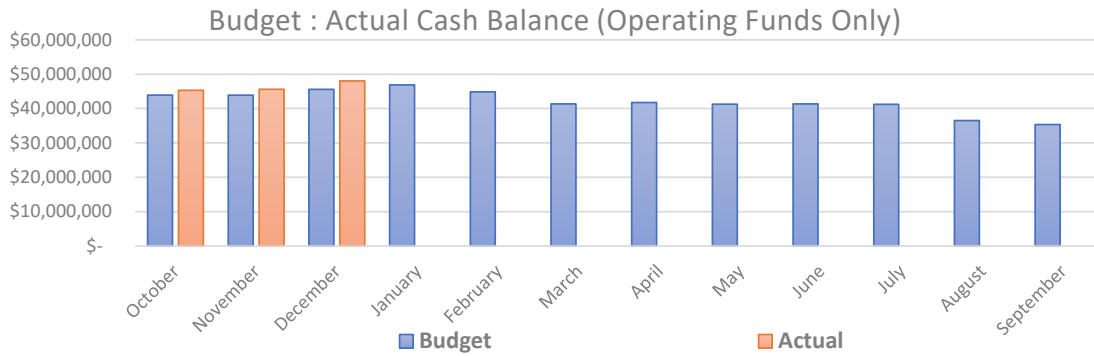
BUDGET PROGRESS



Staff Financial Report - First Qtr 2026

YTD Consolidated Operating Funds Snapshot

25.0% of the year has been completed.	Budget 2025	YTD 2025	Budget 2026	YTD 2026
Beg. Balance	\$ 49,445,219	\$ 49,445,219	\$ 41,005,256	\$ 41,005,256
Operating Revenues	\$ 70,680,893	\$ 17,065,483	\$ 81,087,472	\$ 18,619,800
Operating Expenses	\$ 83,448,490	\$ 12,315,605	\$ 91,146,355	\$ 15,515,547
Surplus/(Deficit)	\$ (12,767,597)	\$ 4,749,877	\$ (10,058,883)	\$ 3,104,253
Ending Balance	\$ 36,677,622	\$ 54,195,096	\$ 30,946,373	\$ 44,109,509



Operating Fund	YTD Revenue	YTD Expenses	Surplus/(Deficit)	YTD Fund Bal
General Fund	\$ 9,115,216	\$ 8,155,395	\$ 959,821	\$ 19,016,687
Debt Service	\$ 2,829,271	\$ 3,975	\$ 2,825,296	\$ 3,009,124
Water/Wastewater Fund	\$ 2,915,584	\$ 3,286,967	\$ (371,383)	\$ 10,022,686
<i>Water Utility</i>	\$ 1,662,155	\$ 1,212,466	\$ 449,689	
<i>Sewer Utility</i>	\$ 1,253,429	\$ 734,303	\$ 519,126	
<i>Use of Balance</i>	\$ -	\$ 1,325,000	\$ (1,325,000)	
Hotel/Motel Fund	\$ 59,311	\$ 23,750	\$ 35,561	\$ 179,683
Special Events	\$ 290,957	\$ 443,623	\$ (152,667)	\$ 54,873
REIDC Sales Tax Fund	\$ 1,797,514	\$ 1,910,308	\$ (112,793)	\$ 10,646,755
CCPD	\$ 1,611,947	\$ 1,691,528	\$ (79,581)	\$ 1,179,702
All Operating Funds	\$ 21,535,384	\$ 18,787,315	\$ 2,748,068	\$ 44,109,509

Operating Funds	YTD Balance	% of Total	Category (Restricted/Reserved)
Operating Reserve	\$ 25,072,696	57%	Reserved for Contingency
Legally Restricted	\$ 4,491,526	10%	CCPD/HOT/REIDC Cash
Available	\$ 14,545,287	33%	Unreserved/Unrestricted
Total Fund Balance	\$ 44,109,509	100%	

Staff Financial Report - First Qtr 2026

YTD Operating Revenue/Expense Breakout

YTD Revenue Progress



YTD Expenditure Progress



Revenue/Expenditure Highlights:

Through the first quarter of fiscal year 2026, the City of Roanoke has collected \$18.6m in operating revenues and expensed \$15.5m of its operating budget. From a cash-flow perspective, Roanoke is tracking within our expectations. However, sales tax does appear to be slowing down considerably. While the \$3m audit adjustment Roanoke received in December of 2024 makes the FY26 revenue decrease appear higher, current collections are nonetheless lower by 4%. No adjustments are needed at this time, but staff will continue to monitor this area through the year.

Major Revenues	FY26 Collected	FY25 Collected	Over/(Under)	Indicator
* Sales Tax	\$ 6,615,426	\$ 7,831,962	-16%	↓
General Property Taxes	\$ 4,493,530	\$ 3,595,938	25%	↑
Service Charges	\$ 3,872,299	\$ 3,442,919	12%	↑
Other Miscellaneous Revenue	\$ 465,455	\$ 124,437	274%	↑
Interfund Transfers	\$ 2,801,950	\$ 1,712,150	64%	↑
Licenses and Permits	\$ 99,563	\$ 65,664	52%	↑
Business/Franchise Fees	\$ 108,423	\$ 128,250	-15%	↓
Fines/Forfeitures	\$ 163,153	\$ 164,162	-1%	↔
All Operating Revenues	\$ 18,619,800	\$ 17,065,483	9%	↑

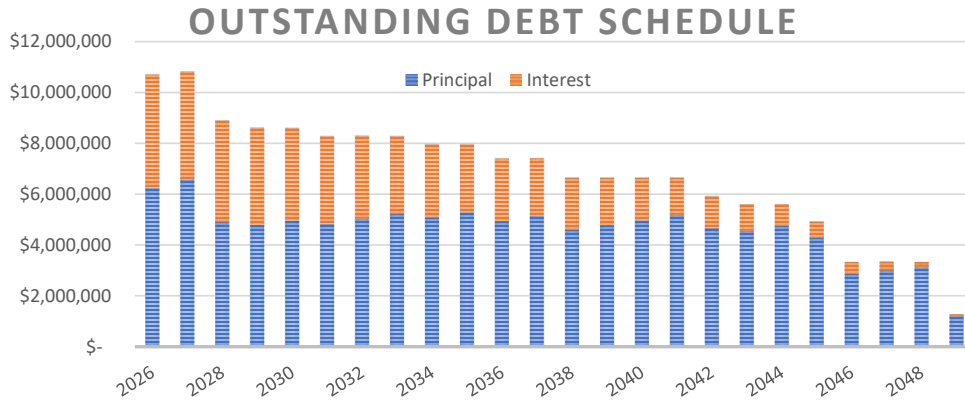
* Sales taxes are remitted by vendor to the State Comptroller, who then pays the city its share within two months.

Major Expenditures	FY26 Expensed	FY25 Expensed	Over/(Under)	Indicator
Salaries and Benefits	\$ 5,896,730	\$ 5,202,345	13%	↑
Supplies	\$ 158,233	\$ 164,634	-4%	↔
Utilities/Professional Services	\$ 2,157,706	\$ 667,355	223%	↑
Maintenance/Repair	\$ 1,345,801	\$ 1,515,230	-11%	↓
Other Miscellaneous Services	\$ 762,806	\$ 657,239	16%	↑
Finance Payments	\$ 103,557	\$ 664,251	-84%	↓
Capital Outlay	\$ 126,467	\$ 972,105	-87%	↓
Transfers/Misc	\$ 4,964,247	\$ 2,472,447	101%	↑
All Operating Expenditures	\$ 15,515,547	\$ 12,315,605	26%	↑

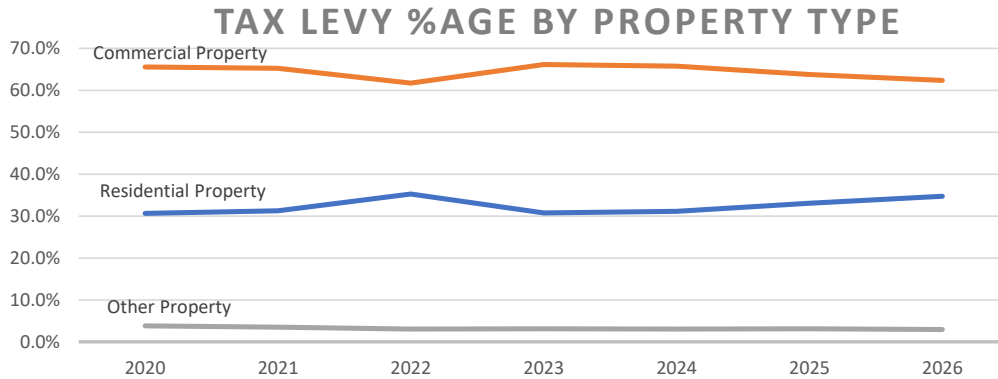
Staff Financial Report - First Qtr 2026

Addendum: Debt & Tax Rate Summary

Source	Total Principal/Int.	% of Total Debt	FY26 Debt Payment	FY26 Est. Revenue	% used for Debt
Property Tax	\$ 61,996,902	38.0%	\$ 5,679,961	\$ 13,225,132	42.9%
Sales Tax	\$ 92,300,723	56.6%	\$ 4,483,615	\$ 27,525,000	16.3%
Utility Fees	\$ 8,846,923	5.4%	\$ 531,976	\$ 11,695,291	4.5%
Total	\$ 163,144,548	100.0%	\$ 10,695,552	\$ 52,445,424	20.4%



Fiscal Year	Roanoke Rate	Avg. Home Val.	Roanoke Avg. Bill	NWISD/D. Co. Bill	Total Tax Bill
2021	0.375120	\$ 283,032	\$ 1,061.71	\$ 4,294	\$ 5,355.28
2022	0.375120	\$ 305,073	\$ 1,144.39	\$ 4,600	\$ 5,743.94
2023	0.339779	\$ 333,799	\$ 1,134.18	\$ 4,981	\$ 6,114.94
2024	0.308039	\$ 361,545	\$ 1,113.70	\$ 4,627	\$ 5,740.34
2025	0.308039	\$ 407,364	\$ 1,254.84	\$ 5,197	\$ 6,451.86
2026	0.326182	\$ 425,874	\$ 1,389.12	\$ 5,409	\$ 6,797.89



Staff Financial Report - First Qtr 2026

Addendum: Sales Tax Data (Source: TX Comptroller)

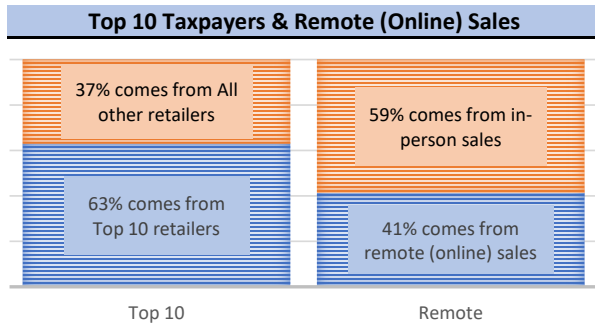
Fund	2022	2023	2024	2025	2025 YTD	2026 YTD
Current Collected	\$ 24,635,329	\$ 24,875,554	\$ 25,591,361	\$ 26,839,924	\$ 4,405,692	\$ 4,179,868
Period Adjustments					\$ (190,286)	\$ 35,256
Audit Adjustments*	\$ (142,036)	\$ 212,789	\$ 123,272	\$ 3,102,658	\$ 2,579,503	\$ 359,842
Total Collection	\$ 24,493,292	\$ 25,088,344	\$ 25,714,633	\$ 29,942,583	\$ 6,794,908	\$ 4,574,966

General Fund	\$ 12,246,584	\$ 12,679,177	\$ 12,927,881	\$ 15,372,363	\$ 3,666,556	\$ 2,357,463
REIDC Fund	\$ 6,123,292	\$ 6,339,589	\$ 6,463,941	\$ 7,686,182	\$ 1,833,278	\$ 1,178,732
CCPD/REDC Fund	\$ 6,123,416	\$ 6,069,578	\$ 6,322,811	\$ 6,884,038	\$ 1,295,075	\$ 1,038,772
Operating Funds	\$ 24,493,292	\$ 25,088,344	\$ 25,714,633	\$ 29,942,583	\$ 6,794,908	\$ 4,574,966

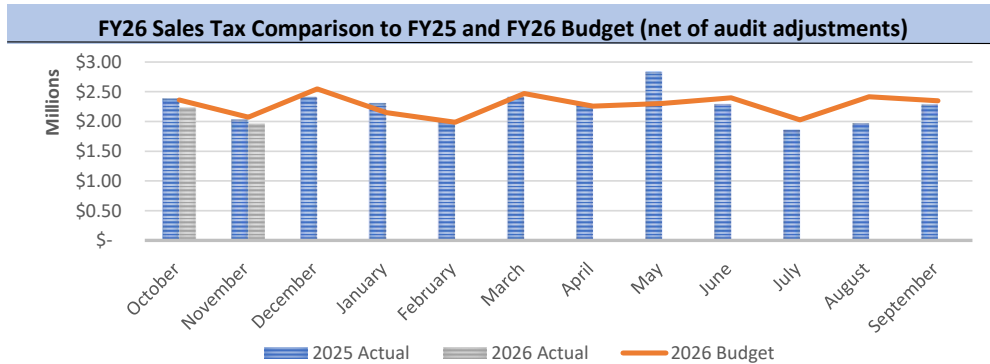
*Each retailer sends its sales tax receipts directly to the State Comptroller, who deducts the state's portion and remits the remainder to the appropriate local jurisdiction. The Comptroller regularly audits these payments, correcting any over- or under-payment with a refund or deduction from the corresponding jurisdiction. These one-time audit adjustments are reported separately above, and can be negative or positive. The largest adjustment for Roanoke amounted to over \$3m in additional revenue, remitted to the City in 2025.

General Comment on Collections

Roanoke's \$3m audit adjustment was collected in December and January of 2025, which makes our FY26 revenue appear to have decreased substantially. Netting out that anomaly to focus solely on sales taxes from each period, FY26 is showing a 3.6% decrease through the second collection of the year (see comparison below).



City	MTD Change	YTD Change
Roanoke	↓ -5.1%	↓ -3.6%
DFW Cities	↑ 5.4%	↑ 3.1%
Texas Cities	↑ 5.7%	↑ 4.3%
Bedford	↑ 3.6%	↑ 6.4%
Hurst	↑ 0.1%	↑ 2.2%
Grapevine	↑ 1.9%	↑ 5.7%
Keller	↑ 2.9%	↑ 3.2%
Southlake	↑ 5.3%	↑ 10.9%





ADDENDUM: QUARTERLY INVESTMENT REPORT

For the Quarter Ended

December 31, 2025

**Prepared by
Valley View Consulting, L.L.C.**

The investment portfolio of the City of Roanoke is in compliance with the Public Funds Investment Act and the Investment Policy and Strategies.



Kyle Lester - Finance Director

These reports were compiled using information provided by the City. No procedures were performed to test the accuracy or completeness of this information. The market values included in these reports were obtained by Valley View Consulting, L.L.C. from sources believed to be accurate and represent proprietary valuation. Due to market fluctuations these levels are not necessarily reflective of current liquidation values. Yield calculations are not determined using standard performance formulas, are not representative of total return yields and do not account for investment advisor fees.

Summary

Quarter End Results by Investment Category:

<u>Asset Type</u>	<u>September 30, 2025</u>		<u>December 31, 2025</u>		
	<u>Book Value</u>	<u>Market Value</u>	<u>Book Value</u>	<u>Market Value</u>	<u>Ave. Yield</u>
MMA	\$ 21,030,828	\$ 21,030,828	\$ 23,894,646	\$ 23,894,646	1.63%
Pools	28,210,773	28,210,773	48,636,512	48,636,512	3.89%
CDs/Securities	18,254,348	18,254,348	16,154,552	16,154,552	4.30%
Totals	\$ 67,495,949	\$ 67,495,949	\$ 88,685,710	\$ 88,685,710	3.36%

Average Yield - Current Quarter (1)

Total Portfolio	3.36%
Rolling Three Month Treasury	3.81%
Rolling Six Month Treasury	3.87%
TexPool	3.83%

Fiscal Year-to-Date Average Yield (2)

Total Portfolio	3.36%
Rolling Three Month Treasury	3.81%
Rolling Six Month Treasury	3.87%
TexPool	3.83%

Interest Earnings

Quarterly Interest Income	\$	684,016	Approximate
Year-to-date Interest Income	\$	684,016	Approximate

(1) **Average Yield - Current Quarter** - based on adjusted book value, realized and unrealized gains/losses and investment advisory fees are not considered. The yield for the reporting month is used for bank, pool, and money market balances.

(2) **Fiscal Year-to-Date Average Yield** - calculated using quarter end report yields and adjusted book values and does not reflect a total return analysis or account for advisory fees.

Investment Holdings
December 31, 2025

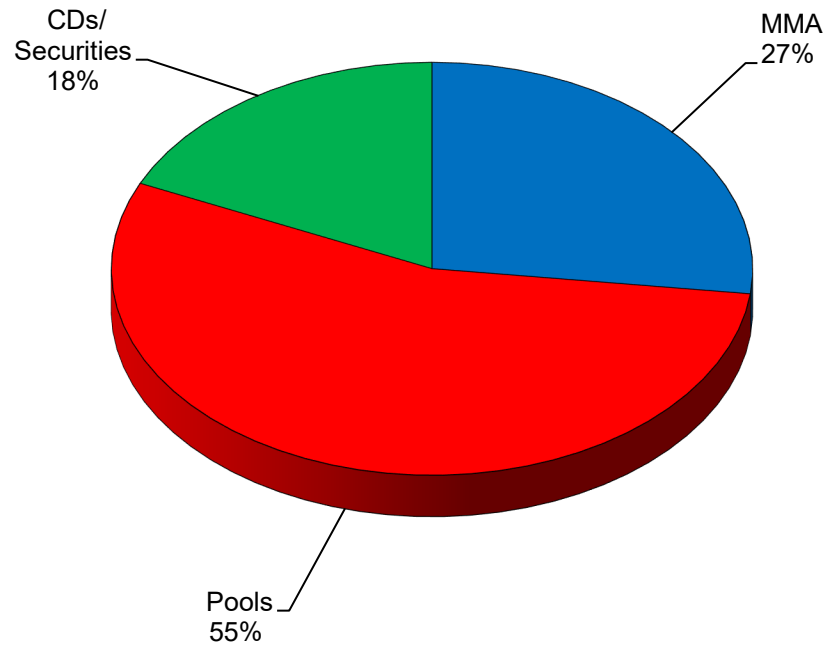


Description	Ratings	Coupon/ Discount	Maturity Date	Settlement Date	Par Value	Book Value	Market Price	Market Value	Life (days)	Yield
JPMorgan Chase Bank MMA		1.64%	01/01/26	12/31/25	\$ 23,823,968	\$ 23,823,968	1.00	\$ 23,823,968	1	1.64%
Prosperity Bank MMA		1.29%	01/01/26	12/31/25	70,678	70,678	1.00	70,678	1	1.29%
Texas Class LGIP		3.97%	01/01/26	12/31/25	12,876,530	12,876,530	1.00	12,876,530	1	3.97%
LOGIC LGIP		3.95%	01/01/26	12/31/25	10,003,323	10,003,323	1.00	10,003,323	1	3.95%
TexSTAR LGIP		3.83%	01/01/26	12/31/25	25,756,660	25,756,660	1.00	25,756,660	1	3.83%
East West Bank CD		4.25%	02/12/26	02/12/25	3,198,938	3,198,938	100.00	3,198,938	43	4.34%
First Bank Texas CD		4.50%	03/17/26	09/17/24	2,644,620	2,644,620	100.00	2,644,620	76	4.89%
First National Bank CDARS		4.10%	04/09/26	04/10/25	2,575,532	2,575,532	100.00	2,575,532	99	4.18%
East West Bank CD		4.11%	05/15/26	05/15/25	2,052,471	2,052,471	100.00	2,052,471	135	4.20%
First Bank Texas CD		4.00%	09/17/26	09/17/24	1,576,905	1,576,905	100.00	1,576,905	260	4.07%
American Nat'l B&T CDARS		4.10%	02/04/27	08/07/25	1,070,102	1,070,102	100.00	1,070,102	400	4.18%
First National Bank CDARS		4.06%	04/08/27	04/10/25	1,029,914	1,029,914	100.00	1,029,914	463	4.14%
American Nat'l B&T CDARS		3.95%	12/02/27	12/04/25	2,006,069	2,006,069	100.00	2,006,069	701	4.03%
					\$ 88,685,710	\$ 88,685,710		\$ 88,685,710	41	3.36%
									(1)	(2)

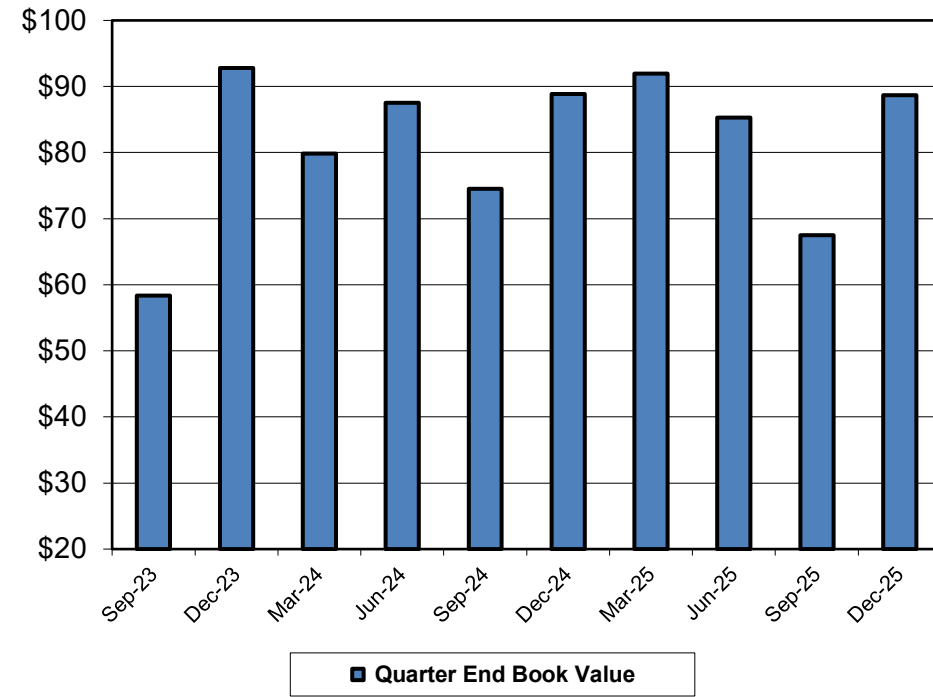
(1) **Weighted average life** - For purposes of calculating weighted average life, bank accounts, pools and money market funds are assumed to have an one day maturity.

(2) **Weighted average yield to maturity** - The weighted average yield to maturity is based on adjusted book value, realized and unrealized gains/losses and investment advisory fees are not considered. The yield for the reporting month is used for bank accounts, pools and money market funds.

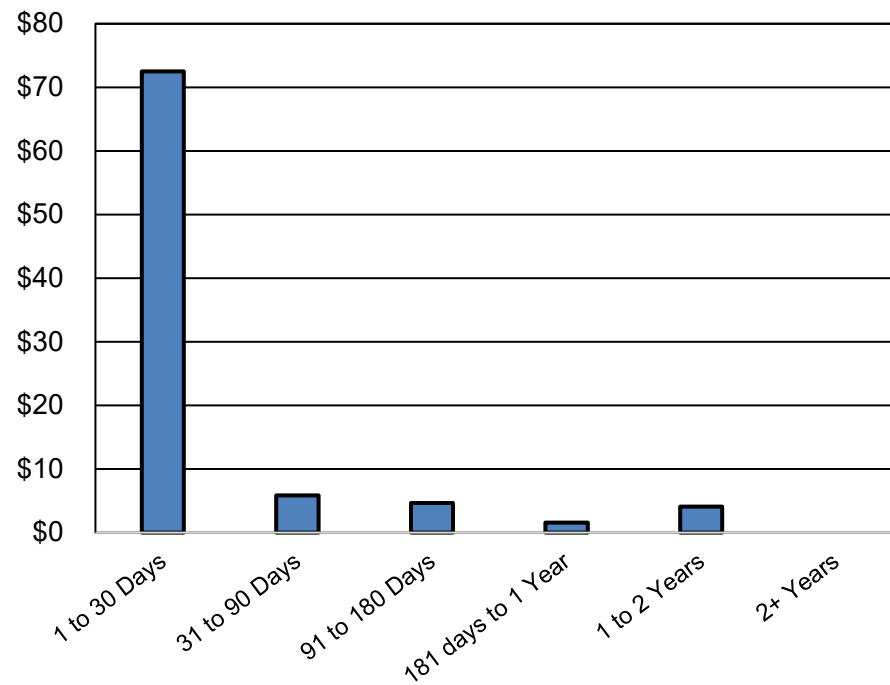
Portfolio Composition



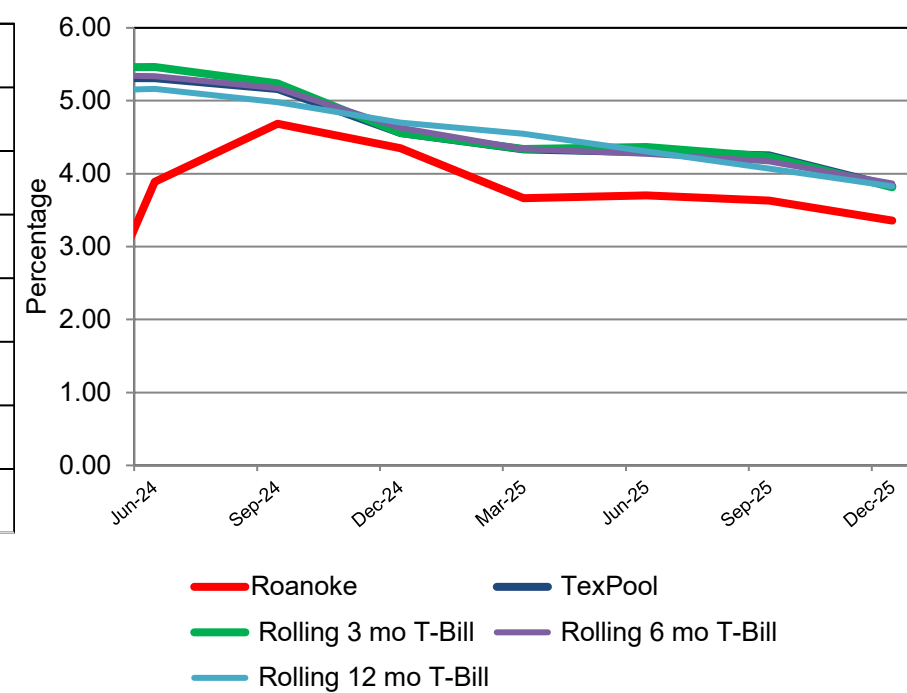
Total Portfolio (Millions)



Distribution by Maturity (Millions)

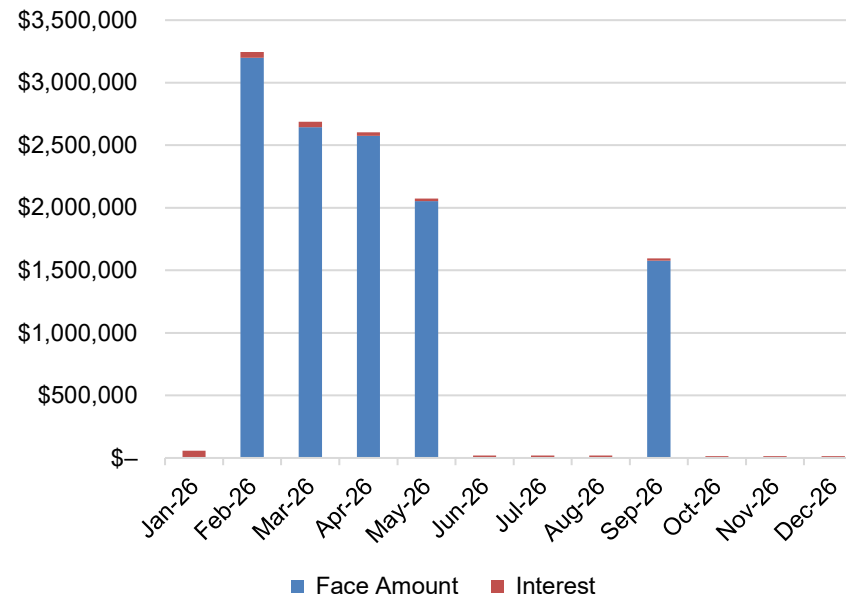


Total Portfolio Performance



Maturity Cash Flow

Month	Face Amount	Interest	Total
Jan-26	\$ -	\$ 57,223	\$ 57,223
Feb-26	3,198,938	46,829	3,245,768
Mar-26	2,644,620	44,159	2,688,780
Apr-26	2,575,532	28,195	2,603,727
May-26	2,052,471	22,453	2,074,924
Jun-26	-	18,935	18,935
Jul-26	-	19,215	19,215
Aug-26	-	19,388	19,388
Sep-26	1,576,905	18,935	1,595,839
Oct-26	-	14,031	14,031
Nov-26	-	13,577	13,577
Dec-26	-	14,031	14,031
TOTALS	\$ 12,048,467	\$ 316,970	\$ 12,365,437



Book & Market Value Comparison

Issuer/Description	Yield	Maturity Date	Book Value 09/30/25	Increases	Decreases	Book Value 12/31/25	Market Value 09/30/25	Change in Market Value	Market Value 12/31/25
JPMorgan Chase Bank MMA	1.64%	01/01/26	\$ 20,960,396	\$ 2,863,572	\$ -	\$ 23,823,968	\$ 20,960,396	\$ 2,863,572	\$ 23,823,968
Prosperity Bank MMA	1.29%	01/01/26	70,432	246	-	70,678	70,432	246	70,678
Texas Class LGIP	3.97%	01/01/26	12,743,608	132,921	-	12,876,530	12,743,608	132,921	12,876,530
LOGIC LGIP	3.95%	01/01/26	9,900,796	102,527	-	10,003,323	9,900,796	102,527	10,003,323
TexSTAR LGIP	3.83%	01/01/26	5,566,369	20,190,291	-	25,756,660	5,566,369	20,190,291	25,756,660
East West Bank CD	4.45%	11/12/25	3,117,728	-	(3,117,728)	-	3,117,728	(3,117,728)	-
East West Bank CD	4.44%	11/17/25	1,135,783	-	(1,135,783)	-	1,135,783	(1,135,783)	-
East West Bank CD	4.34%	02/12/26	3,165,224	33,715	-	3,198,938	3,165,224	33,715	3,198,938
First Bank Texas CD	4.89%	03/17/26	2,614,849	29,771	-	2,644,620	2,614,849	29,771	2,644,620
First National Bank CDARS	4.18%	04/09/26	2,549,341	26,191	-	2,575,532	2,549,341	26,191	2,575,532
East West Bank CD	4.20%	05/15/26	2,031,548	20,923	-	2,052,471	2,031,548	20,923	2,052,471
First Bank Texas CD	4.07%	09/17/26	1,561,112	15,792	-	1,576,905	1,561,112	15,792	1,576,905
American Nat'l B&T CDARS	4.18%	02/04/27	1,059,220	10,882	-	1,070,102	1,059,220	10,882	1,070,102
First National Bank CDARS	4.14%	04/08/27	1,019,542	10,372	-	1,029,914	1,019,542	10,372	1,029,914
American Nat'l B&T CDARS	4.03%	12/02/27	-	2,006,069	-	2,006,069	-	2,006,069	2,006,069
TOTAL / AVERAGE	3.36%		\$ 67,495,949	\$ 25,443,272	\$ (4,253,511)	\$ 88,685,710	\$ 67,495,949	\$ 21,189,761	\$ 88,685,710

**Investment Policy Compliance
December 31, 2025**



Authorized Investments	Maximum %	Actual Market Value	% of Portfolio	Status
Financial Institution Deposits	100%	\$ 75,809,181	85.48%	Pass
Repurchase Agreements	50%	–	0.0%	N/A
U.S. Treasury Notes/Bonds/Bills	100%	–	0.0%	N/A
U.S. Agencies	100%	–	0.0%	N/A
Money Market Mutual Funds	PFIA Limits	–	0.0%	N/A
Local Gov't Investment Pools	100%	12,876,530	14.5%	Pass
State or Municipal Obligations	50%	–	0.0%	N/A
Total		\$ 88,685,710	100.0%	

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



Carl E. Gierisch, Jr., Mayor

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

**MINUTES
ROANOKE CITY COUNCIL
REGULAR MEETING**

**JANUARY 27, 2026
500 S. OAK STREET
ROANOKE, TEXAS 76262
7:00 PM**

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

DEPT. STAFF: Assistant City Manager Jeriahme Miller, Fire Chief Chris Addington, Chief of Police Jeff Williams, Executive Assistant Babette Welch.

ABSENT: Councilmember Brian Darby

A. CALL CITY COUNCIL TO ORDER

City Council called to order at 7:00 p.m.

Invocation and Pledge of Allegiance given by Mayor Gierisch.

B. ANNOUNCEMENTS

The City Manager acknowledged the hard work of all our Public Works employees and First Responders dealing with the ice storm.

Bryan Moyers announced his last meeting as a council member and thanked everyone for their support.

C. PUBLIC INPUT

This item is available for citizens to address the City Council on any issues that are not the subject of a public hearing. No action by law may be taken on the topic. The presiding officer reserves the right to impose a time limit on this

portion of the agenda. In order to provide the highest quality audio, all speakers need to speak at the podium.

D. **CONSENT AGENDA**

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

1. Consider approval of the minutes from the regular City Council meeting held on January 13, 2026.
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.

Motion made by Dave Brundage second by David Thompson to approve items 1 - 7 .

Motion carried unanimously.



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

E. 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.

Motion made by Holly Gray second by Bryan Moyers to approve .

Motion carried unanimously.

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.

Motion made by Holly Gray second by David Thompson to approve

Motion carried unanimously.

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.

Motion made by Holly Gray second by David Thompson to approve the grant contingent on them agreeing that they will allow visitor parking on weekends and evenings when they are not in business, and change their signage to indicate the business hours and what towing hours would be.

Motion carried unanimously.



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

F. EXECUTIVE SESSION

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

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

Section 551.087

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

Section 551.087

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

RECONVENE INTO REGULAR SESSION

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

CITY COUNCIL RECONVENED INTO REGULAR SESSION AT 7:31 P.M.

Section 551.087

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

Motion made by Holly Gray second by David Thompson to authorize the City Attorney to send a Notice of Default Letter and termination letter to NS Development Partners, LLC, on the terms as discussed in Executive Session.



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

G. ADJOURNMENT

Motion made by Bryan Moyers second by Hogan Page to adjourn the meeting at 7:31.
Motion carried unanimously.

Babette Welch, Executive Assistant

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



AGENDA ITEM

TO: Mayor and City Council

SUBJECT: Contract — KPOST Company - Dallas Annex Building Roof Replacement

MEETING DATE: February 10, 2026

DEPARTMENT: Public Works

ITEM SUMMARY:

Consider approval to award a contract to KPOST Company for the replacement of the Dallas Annex building (Old PD) roof for an amount not to exceed one hundred ninety-five thousand six hundred and eighty-seven dollars (\$195,687.00).

INFORMATION:

The Dallas Annex bldg (Old PD) roof has surpassed its life expectancy and is due for replacement. The building is undergoing restorations to office Parks Department, Special Events and various Recreation Admin. KPOST Company pricing is guaranteed through the TIPS Cooperative under contract # 25010401.

STAFF RECOMMENDATION:

Staff Recommends Approval

SPECIAL CONSIDERATION:

FINANCIAL CONSIDERATION:

One hundred ninety-five thousand six hundred and eighty-seven dollars (\$195,687.00).

ATTACHMENTS:

1. KPOST Company Dallas Annex



KPOSTCOMPANY
ROOFING | WATERPROOFING | SOLAR



609 Dallas Drive

Roanoke, TX

Roof Recover Proposal

Prepared By:

Mike Goodwin, Estimator

214.232.3284

Mike.Goodwin@kpostcompany.com

Garrett Geiger, Business Development

469.822.7136

Garrett.Geiger@kpostcompany.com

Prepared for:

Clint Harmon

City of Roanoke

Proposal Date:

01.15.2026

Proposal Expiration:

02.15.2026



SUMMARY OF TOTALS	
SCOPE OF WORK DESCRIPTION	TOTAL
Carlisle 60-mil TPO over ½” Securshield HD Coverboard	\$187,583.00
TOTAL COST	\$187,583.00
BID ALTERNATES AND UNIT COSTS	
ADD – Replace Gutters and Downspouts	+\$8,095.00
Unit Cost #1 – Replace Wet Insulation	\$5.00/SF
Final Roof Cleaning (Not Included in Base Bid Cost)	NO BID
Current Material Pricing Quote is valid through December 31, 2025	

KPost Company proposes to provide all materials, labor, equipment, supervision, and required insurance to complete the scope of work as described below. Project information was obtained from an on-site visit.

K-Post TIPS #25010401

SCOPE OF WORK

ROOF SYSTEM

- Sunbelt Vac will be subcontracted to remove all loose gravel from the rooftop.
- Provide and install (1) one layer of Carlisle ½” Securshield HD coverboard, adhered using Flexible Fast Adhesive.
- Provide and install (1) one layer of Carlisle 60-mil TPO, adhered using TPO Bonding Adhesive.
- Provide and install new 60-mil TPO membrane curb and wall flashings, adhered using TPO Bonding Adhesive.
- Provide and install new penetration flashings. Penetration flashing type shall be determined by the type of penetration and duration of roof warranty.
- Detail work shall be installed in accordance with the manufacturer’s printed installation procedures for the desired warranty.
- Provide Contractor’s Two (2) Year Warranty covering both materials and workmanship.
- Provide Manufacturer’s Twenty (20) Year No Dollar Limit (NDL) Warranty covering both materials and workmanship.

SHEET METAL/LUMBER

- Provide and install new sheet metal items as follows:
 - Unit Counterflashings – 24 Ga. Galvanized
 - Drip Edge – 24 Ga. Membrane Coated Metal
 - Drip Edge Cleat – 22 Ga. Galvanized
 - Gutter – 24 Ga. Kynar
 - Downspouts – 24 Ga. Kynar
 - Coping Cap – 24 Ga. Kynar
 - Coping Cleat – 22 Ga. Galvanized
 - Pitch Pan Assemblies – 24 Ga. Membrane Coated Metal
- Provide and install new wood blocking and/or sheathing as follows:
 - Perimeter Wood Nailer – one (1) course of 1/2” CDX plywood



- Vertical Wall Sheathing – one (1) layer of 1/2" CDX plywood.
- Vertical Curb Sheathing – one (1) layer of 1/2" CDX plywood.

PROJECT QUALIFICATIONS

INCLUSIONS:

- **KPost standard work week is four 10-hour days. Please utilize this for schedule creation.**
- Hoisting of materials and necessary equipment to complete the scope of work as described in the above section.
- KPost will provide detailed construction drawings including system details.
- KPost to supply MSDS and Product Data used in the roofing operations.
- KPost to visually inspect structural decking to determine that it is smooth, straight, and free of irregularities, such as significant humps or depressions.
- KPost to provide insurance specific to project.

EXCLUSIONS:

- Applicable Sales Tax.
- **Removal/Relocation of any rooftop equipment currently residing on the roof. This includes satellites, antennas, etc.**
- Any items not clearly stated within this scope are excluded.
- Premium time or overtime unless specifically stated in proposal.
- Testing of existing roofing materials for asbestos containing materials (ACM) to be the responsibility of the owner.
 - Asbestos Testing is required by on all remedial/reroof project per "Texas Administrative Code, Chapter 295.34, Asbestos Management in Facilities and Public Buildings."
- Abatement of ACM materials if present in currently installed roof assemblies.
- Interior protection and/or cleaning of interior contents prior to, during or after roofing operations.
- Modifications/Removal/Re-installation including, but not limited to, mechanical, electrical, plumbing, communications or data equipment.
 - Any and all work at these areas is to be the responsibility of the owner unless specifically stated as provided in scope of work.
- Protection or necessary modification of such items as electrical substations, transformers and powerlines shall be the responsibility of the owner to provide safe working conditions.
- Any additional work that is required due to unforeseen conditions or misrepresentation of information is excluded.
- KPost **will not** complete inspection of structural decking assembly for adequate attachment to substructure, structural load capabilities, relative humidity, moisture content, bracing configurations around roof openings, etc. If deemed required or recommended cost to be by owner for required inspections or testing.
- Bid or Payment and Performance Bonds.

SAFETY

- Site safety set-up shall follow OSHA standards.
- KPost will conduct a preliminary site inspection prior to commencement of the project to identify potential areas of hazard.
- KPost will formulate site-specific safety plan identifying areas of low and high hazard. A safety plan will direct necessary means and methods of protection for both employees of KPost as well as surrounding occupants.
- Periodic site safety inspections shall be performed by KPost's certified and dedicated safety personnel to ensure safety plan implementation.

SET-UP | MOBILIZATION | HOISTING

- The specific location of hoisting equipment shall be determined at the time of a preconstruction meeting unless stipulated in a provided site plan. If no site plan is provided, the most efficient locations for hoisting have been assumed. If, in the event locations that were assumed as "usable" are declared unusable, KPost reserves the right to update pricing using areas designated by owner as "usable".
- KPost will require a clear common path for material deliveries by semi and trailer.
- KPost will require site space for material, equipment, vehicles, and dumpster storage.
- KPost shall not be held liable for damage to concrete, asphalt, or landscape finishes including sidewalks, drives, etc. This includes damage to marking/signage including, but not limited to, striping or other area designations.



INCLEMENT WEATHER

INCLEMENT WEATHER SOURCE

- www.noaa.gov and the manufacturer's product data (as stated in the submittals) will be the guidelines for product application and construction by Contractor during inclement weather.

PRECIPITATION

- No roof tear-off will be performed when the chance of precipitation is 20 percent or greater.
 - If the chance of precipitation is 30 percent but no rain is within 50 miles, detail work, stocking and clean-up are permitted at the discretion of KPost.
- No work will be performed when standing water, ice or snow are present on the roof or deck.
 - A request for removal of said items constitutes a change order and is not included in base bid pricing.
- Work will be suspended if lightning occurs within 10 miles of the jobsite.

HEAT

- No work will be performed when the heat index is 105 degrees or greater.

COLD

- No work will be performed when temperatures are below 20 degrees.
 - Certain activities/scopes can be completed but will be at the discretion of KPost on a case-by-case basis.
- Precautions will be taken when the temperature is below freezing. Asphalt and adhesive-based projects shall be installed only when temperatures are 40 degrees and rising.

WIND

- Roof work will not be performed when sustained wind speed is or is forecasted to be 20 mph or greater.

MISCELLANEOUS

- When installing white roof coverings, construction debris/dust/sediment will leave dirt on the covering. KPost will take care to minimize debris and foot traffic over the new roof covering, but some inherent dirt will remain as a result of the construction process. Post-construction cleaning of the roof covering is not included in this proposal unless specifically stated within the scope of work.
- If this proposal does not clearly state and include the installation of a "full tapered" insulation assembly, ponding water may be present after completion of the roof system. KPost shall not be held liable to remedy ponding water situations.
 - The NRCA defines ponding water as "any ponding water on the roof 48 hours after rain during conditions conducive to drying".
- Certain products utilized in the installation of roofing materials omit odor. Products in this category include, but are not limited to, asphalt, adhesive, primers, etc. Mechanical units, intake vents and other "air-drawing" equipment may be required to be shut down by the owner during certain times of construction if interior space is sensitive to odors.

Payment Terms: 30% upon execution of agreement, 65% through monthly progress payments, and 5% retainage. Contract retainage shall be released in full once the roof system manufacturer has inspected the roof and deemed the work "complete and warrantable". Change orders will be addressed separately if completion dates differ from original contract scope. Payment of invoices shall be due and payable on or before 30 days from date of invoice.

Payment: Credit Card payments are not accepted.

Change Orders to Contract Scope of Work: Additional work as a result of unforeseen conditions, misrepresentation of information or additions to contracted scope of work shall be charged at cost plus 10% overhead and 15% profit. No work outside of the contracted scope will be completed without written authorization from the property owner or designated owner's representative with authority to approve.

Substitutions and Material Shortage: In the event that any specified material becomes unavailable either temporarily or permanently after the contract is executed, provided that such availability is a result of factors beyond Subcontractor's (KPost) control, then in the event of temporary unavailability, the contract time shall be extended to reflect the duration of time that Subcontractor (KPost) is delayed by the unavailability, and in the case of permanent unavailability, Subcontractor (KPost) shall be excused from providing said material and allowed to propose an available substitute. To the extent an available substitute is proposed by Subcontractor (KPost) under this provision and subsequently approved by Owner, Architect and/or General Contractor in a timely manner, any increase in the cost between the originally specified material and its substitute shall be paid by General Contractor to Subcontractor (KPost). Due to material shortages, Subcontractor (KPost) may experience delays related to the inability to timely obtain materials for this project. In the event of such a delay,



Subcontractor (KPost) shall notify General Contractor, and General Contractor agrees to provide the Subcontractor (KPost) with an extension of time for any delay attributable to the temporary inability to obtain materials.

Price Acceleration: If there is an increase in the actual cost of materials charged to Subcontractor (KPost) after making this Subcontract, the price set forth in this Subcontract shall be increased without the need for a written change order or amendment to the contract to reflect the price increase and additional direct cost to Subcontractor (KPost). Subcontractor (KPost) will submit written documentation of the unit cost of materials to General Contractor/Owner at "Time of Order" and again at "Time of Shipment".

Proposal Expiration Date: The expiration date of this proposal is **02.15.2026**. If approval is given to KPost after the expiration date, pricing will be adjusted according to current market pricing and submitted as a change order to the contract. If this proposal is approved and accepted after its expiration date and receiver of this proposal will not allow for market pricing adjustments via change order, KPost reserves the right to rescind the proposal in its entirety with no penalties monetarily or otherwise.

Asbestos Testing: To obtain a permit in the City of **Roanoke, TX**, a sample testing for asbestos is required in accordance with "Texas Administrative Code, Chapter 295.34, Asbestos Management in Facilities and Public Buildings." This testing shall be paid for by the owner and resulting report provided to KPost for use in obtaining the necessary construction permit.

Proposal Disclaimer: The scope of work described above, and all items listed within are the full extent of this scope of work. In the event you believe additional items should be included but are not described, please contact the estimator of record for clarification of the specific item and its inclusion/exclusion. If changes are required to clarify items of inclusion/exclusion, a new draft of the proposal will be delivered with items of change noted. Under no circumstance will changes be made after acceptance of the proposal. KPost shall not be held obligated, financially, or otherwise, for assumptions of inclusions made by the receiver of this proposal.

This proposal is based upon use of KPost's standard construction contract/agreement. An example of KPost's standard agreement can be supplied upon request. If this proposal is accepted it shall be included as an exhibit to the contract documents in its entirety including any additional attachments sent at time of submission such as roof drawings and site plans as well as Addendum "A" below.

KPost Company does not represent itself as a design professional, architect or registered engineer and does not perform these services nor shall it be inferred. These services may be provided by a third party at an additional cost if requested.

Addendum "A"

PAYMENT:

The payment provisions herein are intended to comply with The State of Texas Prompt Payment Act Section 35.521.

INDEMNITY:

Indemnification; State of Texas Indemnity Clause HB 2093 Shall Prevail:

Nothing herein shall be construed to require the Contractor to indemnify an indemnified party for an indemnified claim caused by or resulting from that indemnified party's own negligence unless otherwise permitted under Chapter 151 of the Texas Insurance Code. It is agreed that with respect to any legal limitations, now or hereafter in effect, which affect the validity and enforceability of the indemnification obligation under this Article, such legal limitations are made a part of the indemnification obligation to the minimum extent necessary to bring this Article into conformity with the requirements of such limitations, and as so modified, the indemnification obligation shall continue in full force and effect. The indemnification obligations herein are intended to comply with Chapter 151 of the Texas Insurance Code and shall be read as broadly as permitted to satisfy that intent.

WAIVER OF SUBROGATION:

- a) Owner and the Contractor waive all rights against each other and any of their subcontractors, sub-subcontractors' members, and agents and employees of each of them, for damages caused by fire or other causes of loss to the extent covered by insurance obtained pursuant to this Agreement or any other insurance, except such rights as each party may have to proceeds of such insurance.
- b) All insurance policies purchased and/or maintained by the Contractor covering work or services performed pursuant to this Agreement, shall provide waivers of subrogation by endorsement or otherwise.

The waivers of subrogation made by Owner and the Contractor herein shall be effective as to a person or entity even though that person or entity would otherwise have a duty of indemnification, contractual or otherwise, did not pay the insurance premium directly or indirectly, and whether the person or entity had an insurable interest in the property damaged.

Acceptance of this proposal includes acceptance of Addendum "A" in its entirety and is to be incorporated into the construction agreement.



AGENDA ITEM

TO: Mayor and City Council

SUBJECT: Consider approval to award a contract to A&G Services for AC/Heat Replacement.

MEETING DATE: February 10, 2026

DEPARTMENT: Public Works

ITEM SUMMARY:

Consider approval to award a contract to A&G Services for the replacement of the existing RTU's, Mini Splits, Exhaust Fan, Hanging Heater, Gas and Condensation Lines located at the Dallas Annex building (Old PD) for an amount not to exceed one hundred eighty-nine thousand two hundred thirty-six dollars and eighty cents (\$189,236.80).

INFORMATION:

The Dallas Annex bldg (Old PD) AC/Heating has surpassed its life expectancy and is due for replacement. The building is undergoing restorations to office Parks Department, Special Events and various Recreation Admin. A&G Services pricing is guaranteed through the Tarrant County IFB No # F2025184 Rates.

STAFF RECOMMENDATION:

Staff Recommends Approval

SPECIAL CONSIDERATION:

FINANCIAL CONSIDERATION:

One hundred eighty-nine thousand two hundred thirty-six dollars and eighty cents (\$189,236.80).

ATTACHMENTS:

1. A&G Services Dallas Annex



A&G Services

Since 1984

HVAC ♦ Plumbing ♦ Electrical ♦ Controls ♦ Piping ♦ Interiors

www.agservicestx.com

Date: 1-16-26
Company Name: City of Roanoke-Old PD Building
Address: 609 Dallas Dr
Roanoke, TX 76262

Attention: Clint Harmon
Reference: HVAC Replacement
Quote: S9839

Dear Sir,

Per your request for a price on the above referenced project we are pleased to quote an amount of

**Lump Sum Pricing – Proposal Priced with Current Tarrant County IFB NO. F2025184 Rates
Carrier – \$149,316.00 (excluding applicable taxes & tariffs)
Lennox – \$155,106.00 (excluding applicable taxes & tariffs)**

Scope of Work:

- Proposal to procure and replace (10) RTU's, (2) Mini-Split's, (1) Exhaust Fan and (1) Hanging Heater
- Proposal includes disconnecting existing RTU's from drain/gas piping and high/low voltage
- Proposal includes removing existing and setting new RTU's and applicable curb adapters via crane hoist
- Proposal includes reconnecting existing gas/drain lines to new RTU's
- Proposal includes reconnecting existing high/low voltage w/new high voltage disconnects to new RTU's
- Proposal includes installing (10) new thermostats
- Proposal includes starting up and verifying cooling/heating operation
- Proposal includes recovering refrigerant, disconnecting and removing (3) mini-split units
- Proposal includes installing (2) new LG mini-split units back in-place
- Proposal includes reconnecting existing linesets and drains to new mini-splits
- Proposal includes reconnecting high/low voltage w/new high voltage disconnects to new mini-splits
- Proposal includes pressure testing linesets to insure no leak(s) at field connections
- Proposal includes pulling vacuum to remove all non-condensables from linesets
- Proposal includes starting up and verifying operation
- Proposal includes disconnecting west bathroom exhaust fan from high voltage
- Proposal includes removing existing and setting new COOK 400 CFM fan in place
- Proposal includes reconnecting existing high voltage to new fan
- Proposal includes starting up and verifying operation
- Proposal includes disconnecting sally port hanging heater from high/low voltage and gas piping
- Proposal includes removing existing and hanging new heater in place
- Proposal includes reconnecting existing high/low voltage and gas piping to new heater
- Proposal includes installing new thermostat on wall
- Proposal includes starting up and verifying operation

3124 Wichita Ct. Fort Worth, Texas 76140
Phone: (817) 551-5000

*Regulated by the Texas State Board of Plumbing Examiners
PO Box 4200 Austin TX 78765 www.tspb.state.tx.us
(800)845-6584 (512)936-5200 Tracy M. Auen M-41888*

*Regulated by the Texas Department of Licensing and Regulation
PO Box 12157 Austin TX 78711 www.tdlr.texas.gov
(800)803-9202 (512)463-6599 TACL16938C, TECL721727*



A&G Services

Since 1984

HVAC ♦ Plumbing ♦ Electrical ♦ Controls ♦ Piping ♦ Interiors

www.agservicestx.com

Date:
Company Name: City of Roanoke-Old PD Building
Address: 609 Dallas Dr

Attention: Clint Harmon
Reference: Gas and condensate roof replacement
Quote: S9925

Dear Sir,

Per your request for a price on the above referenced project we are pleased to quote an amount of

**Lump Sum Pricing- Proposal Priced with Current Tarrant County IFB NO. F2025184 Rates
\$39,920.80 (excluding applicable taxes & tariffs)**

Labor: \$17,190.00

90hrs @ \$115.00/hr -10,350.00

85.5hrs @ \$80.00/hr -6,840.00

Material: \$20,890.80

Crane: \$1,840.00

Scope of Work:

- Trip 1
- Demo 760' of gas line from roof that feeds the 11 units
- Demo 340' of condensate pipe from roof that feeds the 11 units
- Utilize crane to remove all piping
- Hall off and remove all piping from site

- Trip 2 after new roof is installed
- Install all new stands with neoprene pads to protect new roof
- Install 760' of gas piping to the 11 units on the roof per code with new regulators, drip legs, and new gas valves
- All fittings and connections will be mega press
- Install 340' of copper for the condensate line for all 11 units on roof
- Install all new traps from the unit and run all condensate lines to designated drains
- All the condensate lines will be soft soldered
- Perform an air test on gas line and call in for inspections from the city
- Once city approves, we will bleed off air and turn gas on to units
- Clean up all trash and debris from work area

3124 Wichita Ct. Fort Worth, Texas 76140
Phone: (817) 551-5000

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A&G Services

Since 1984

HVAC ♦ Plumbing ♦ Electrical ♦ Controls ♦ Piping ♦ Interiors

www.agservicesbx.com

Exclusions:

- Any other part(s), material(s), equipment or labor not spelled out in the above scope of work
- Overtime or premium time
- Any temporary cooling/heating of any kind

We appreciate the opportunity to present you with this proposal. Please do not hesitate to call this office should you have any questions or if we may be of further service.

Sincerely,

A&G Services,

Clint Muncy

Assistant Plumbing Service Manager

3124 Wichita Ct. Fort Worth, Texas 76140

Phone: (817) 551-5000

*Regulated by the Texas State Board of Plumbing Examiners
PO Box 4200 Austin TX 78765 www.tspb.state.tx.us
(800)845-6584 (512)936-5200 Tracy M. Auen M-41888*

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AGENDA ITEM

TO: Mayor and City Council

SUBJECT: Consider approval of a General Contractor Services agreement for the Roanoke Hotel and Convention Center Project, and authorize the City Manager to enter into an agreement with the approved firm.

MEETING DATE: February 10, 2026

DEPARTMENT: City Manager

ITEM SUMMARY:

INFORMATION:

The evaluation committee selected Brasfield & Gorrie through a 2-stage process that weighed qualifications, project-specific experience, and value. The response to the Request for Qualifications resulted in only one (1) submission. However, city staff and city consultants worked with four hotel/convention center contractors during this process.

Upon completion of the design and construction documents, Brasfield & Gorrie will issue the package for solicitation of bids and prepare recommendations to the City for the various Trade Packages, which will then comprise the Guaranteed Maximum Price (GMP). City Staff and the Owner's Rep – in conjunction with the City Attorney – will then prepare the appropriate amendments to this contract for the presentation and approval to council of the formal GMP and the Construction Services.

STAFF RECOMMENDATION:

Approve

SPECIAL CONSIDERATION:

FINANCIAL CONSIDERATION:

ATTACHMENTS:

None



AGENDA ITEM

TO: Mayor and City Council

SUBJECT: 2026 Denton County Elections Contract

MEETING DATE: February 10, 2026

DEPARTMENT: City Secretary

ITEM SUMMARY:

Consideration and action on approval of a joint election agreement and contract for election services with Denton County for the May 2, 2026 General and Special Election.

INFORMATION:

Denton County Elections will be conducting the election as it has in the past, for Roanoke's Denton County voters located in Wards 1, 2, and 3.

STAFF RECOMMENDATION:

Recommend approval

SPECIAL CONSIDERATION:

A final contract will not be available until all contracting entities have been confirmed, per Denton County Elections Administrator.

FINANCIAL CONSIDERATION:

ATTACHMENTS:

None



AGENDA ITEM

TO: Mayor and City Council

SUBJECT: 2026 Tarrant County Elections Contract

MEETING DATE: February 10, 2026

DEPARTMENT: City Secretary

ITEM SUMMARY:

Consideration and action on approval of a joint election agreement and contract for election services with Tarrant County for the May 2, 2026 General and Special Election.

INFORMATION:

Tarrant County Elections will be conducting the election as it has in the past, for Roanoke's Tarrant County voters located in Ward 1.

STAFF RECOMMENDATION:

Recommend approval

SPECIAL CONSIDERATION:

A final contract will not be available until all contracting entities have been confirmed, per Tarrant County Elections Administrator.

FINANCIAL CONSIDERATION:

Participating authorities having the majority of their voters in another county, and fewer than 500 registered voters in Tarrant County, and that do not have an Election Day polling place or early voting site within their jurisdiction shall pay a flat fee for election expenses.

ATTACHMENTS:

None