

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

ROANOKE CITY COUNCIL AGENDA REGULAR MEETING

**JUNE 27, 2023
7:00 PM
500 S. OAK STREET
ROANOKE, TX 76262**

A. CALL CITY COUNCIL TO ORDER

Invocation and Pledge of Allegiance

B. ANNOUNCEMENTS

C. PUBLIC INPUT

This item is available for citizens to address the City Council on any issues that are not the subject of a public hearing. No action by law may be taken on the topic. The presiding officer reserves the right to impose a time limit on this portion of the agenda. In order to provide the highest quality audio, all speakers need to speak at the podium.

D. CONSENT AGENDA

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

1. Consider approval of the minutes from the regular City Council meeting held on June 13, 2023.
2. Consideration and acceptance of the FY 2023-2024 Crime Control and Prevention District "CCPD" Budget as approved by the CCPD Board

E. NEW BUSINESS



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

**June 27, 2023
Page 2 of 3**

1. Consideration and action on approval of a lease agreement between the City of Roanoke and the State of Texas House of Representatives for the use of City-owned property located at 108 S. Oak Street.

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:

Section 551.087

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

RECONVENE INTO REGULAR SESSION

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

Section 551.087

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

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

G. ADJOURNMENT

CERTIFICATION

I certify that the above notice was posted at City Hall, 500 South Oak Street, Roanoke, Texas, on Thursday, June 22, 2023, by 5:00 pm, in accordance with Chapter 551, Texas Government Code.

April S. Hill, City Secretary



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

**June 27, 2023
Page 3 of 3**

*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: City Hall Guests



CITY COUNCIL AGENDA ITEM

TO: Mayor and City Council

SUBJECT: 06/13/2023 - CC Minutes

MEETING DATE: June 27, 2023

DEPARTMENT: City Secretary

ITEM SUMMARY:

Consider approval of the minutes from the regular City Council meeting held on June 13, 2023.

INFORMATION:

STAFF RECOMMENDATION:

SPECIAL CONSIDERATION:

FINANCIAL CONSIDERATION:

ATTACHMENTS:

1. CCMin 06-13-2023

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



Carl E. Gierisch, Jr., Mayor

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

**MINUTES
ROANOKE CITY COUNCIL
REGULAR MEETING
JUNE 13, 2023
CITY HALL COUNCIL CHAMBERS
500 S. OAK STREET
7:00 P.M.**

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

DEPT. STAFF: Assistant City Manager/Chief of Police Jeriahme Miller, Fire Chief Chris Addington, Public Works Director Shawn Wilkinson, Parks and Recreation Director Ray McDonald, Development Services Administrator J.R. Hames, and Executive Assistant Jeannie Homer.

ABSENT: Councilmember David Thompson, Chief Financial Officer Vicki Rodriguez, and Library Director Kelly Holt

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

There were no announcements.

C. PUBLIC INPUT

No one wished to speak.

D. PRESENTATION

1. Mayor Gierisch presented the proceeds for the 2022 Roanoke Round Up to Speedway Children's Charities and Guns & Hoses Foundation.
2. Sally Aldridge, President and CEO of the Metroport Chamber presented the Metroport Chamber Annual Report to the Mayor and City Council.



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

**June 13, 2023
Page 2 of 3**

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 May 9, 2023.
2. Consideration and acceptance of the FY 2022-2023 Second Quarter Financial Report for the quarter period ending March 31, 2023.
3. Consideration and acceptance of the amended interlocal agreement between the Town of Westlake and the City of Roanoke for the provision of drinking water analysis and interim management of the water and wastewater operations in Westlake.
4. Consider approval of an Interlocal Agreement between the City of Roanoke and the North Central Texas Council of Governments for use of its map-based information system.

Motion made by Holly Gray-Moore second by David Brundage to approve Consent Agenda Items 1 through 4.

Motion carried unanimously.

F. NEW BUSINESS

1. Motion made by Holly Gray-Moore second by Bryan Moyers to authorize the City Manager to upgrade a part-time (PT) Deputy Court Clerk to a full-time (FT) Deputy Court Clerk position.

Motion carried unanimously.

2. Motion made by Holly Gray-Moore second by Hogan Page to appoint Helen Ward and Lauren Turner to the Zoning Board of Adjustment for a term ending June 2025.

Motion carried unanimously.

3. Motion made by Hogan Page second by Bryan Moyers to approve a façade grant application from Bryan Garner of Babe's Chicken Café at 104 N. Oak Street, Roanoke, Texas.

Motion carried unanimously.

4. Motion made by Bryan Moyers second by Holly Gray-Moore to approve a façade grant application from Kristen Brittan of Hey Sugar Candy at 111 S. Oak Street, Roanoke Texas.

Motion carried unanimously.



MINUTES FOR THE REGULAR MEETING
OF THE ROANOKE CITY COUNCIL

June 13, 2023
Page 3 of 3

G. EXECUTIVE SESSION

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

CITY COUNCIL CONVENED INTO CLOSED SESSION AT 7:21 P.M.

Sections 551.071 and 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, and to receive legal advice from the City Attorney regarding the same - Garfield Public/Private LLC.

RECONVENE INTO REGULAR SESSION

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

CITY COUNCIL RECONVENED INTO REGULAR SESSION AT 7:36 P.M.

1. **Section 551.071 and 551.087 of the TEXAS GOVERNMENT CODE** To deliberate commercial or financial information the City has received from a business prospect, and to deliberate the offer of a financial or other incentive to a business prospect, and to receive legal advice from the City Attorney regarding the same - Garfield Public/Private LLC.

Motion made by Brian Darby second by Holly Gray-Moore to approve a Professional Services Pre-Development Agreement with Garfield Public/Private LLC on the terms as discussed in executive session.

Motion carried unanimously.

H. ADJOURNMENT

Motion made by Holly Gray-Moore second by Brian Darby to adjourn the meeting at 7:37 p.m.

Motion carried unanimously.

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

April S. Hill, Secretary



AGENDA ITEM

TO: Mayor and City Council

SUBJECT: Acceptance of FY 2023-2024 CCPD Budget

MEETING DATE: June 27, 2023

DEPARTMENT: Finance

ITEM SUMMARY:

Consideration and acceptance of the FY 2023-2024 Crime Control and Prevention District Budget.

INFORMATION:

The CCPD Board held a public hearing on the FY2023-2024 Budget at their meeting held on June 20, 2023. After closing the public hearing, the CCPD Board took action to approve the budget unanimously. State Law requires the CCPD Board to submit the budget to the governing body of the municipality not later than 10 days after the budget has been approved.

STAFF RECOMMENDATION:

Staff recommends acceptance of the FY 2023-2024 Roanoke Crime Control and Prevention District Budget.

SPECIAL CONSIDERATION:

NA

FINANCIAL CONSIDERATION:

Budgeted Items will be included in the FY2023-2024 Budget for Council Approval in August

ATTACHMENTS:

1. FY2024 CCPD Proposed Budget
2. ROANOKE REGIONAL Jail and ACO FY 23-24 ESTIMATE

CITY OF ROANOKE

CRIME CONTROL &
PREVENTION DISTRICT BUDGET

FISCAL YEAR

2023-2024



PRESENTED BY:

CODY PETREE, CITY MANAGER

VICKI RODRIQUEZ, CHIEF FINANCIAL OFFICER



**ROANOKE CRIME CONTROL
AND PREVENTION DISTRICT
PROPOSED BUDGET PLAN**

	FY2022-23 Budget	FY2022-23 Estimated	FY2023-24 Proposed
RCCPD Beginning Fund Balance	-	-	2,653,349
REVENUES:			
General Sales Tax	5,500,000	5,857,752	6,092,062
Interest Income	1,000	500	1,000
TOTAL REVENUE	5,501,000	5,858,252	6,093,062
EXPENDITURES:			
<u>PERSONNEL SERVICES</u>			
Salaries	1,577,582	1,577,582	1,811,915
Overtime	115,000	115,000	115,000
Longevity Pay	13,115	13,115	8,870
Certification Pay	17,850	17,850	25,725
Benefits (TMRS, Insurance, FICA, WC, Medicare)	655,453	655,453	710,980
Personnel Services Subtotal	2,379,000	2,379,000	2,672,490
<u>SPECIAL SERVICES</u>			
Keller Jail Contract	145,682	203,374	245,925
Special Services Subtotal	145,682	203,374	245,925
<u>TRANSFER TO REPLACEMENT FUNDS</u>			
Vehicle Replacement Transfer	240,000	240,000	240,000
Computer Replacement Transfer	21,000	21,000	21,000
Replacement Subtotal	261,000	261,000	261,000
<u>DEBT SERVICES</u>			
Debt Service - Principal	450,000	125,000	698,246
Debt Service - Interest	-	134,197	1,308,905
Debt Service Subtotal	450,000	259,197	2,007,151
<u>CAPITAL ITEMS</u>			
Ballistic Vest for Officers	10,000	10,000	-
Ballistic Vest and Headsets for SWAT Officers	9,789	9,789	32,881
Firearm Replacements (Duty, Back-up, Rifles)	40,600	40,600	47,600
Backpack entry kit for Patrol - Breaching Tools	8,400	8,400	-
UAS - Drone	11,610	11,610	14,175
Data Pilot Software	5,280	5,280	-
Covert Track	6,050	6,050	-
Input Ace - Software	3,495	3,495	-
Clear - Software	7,108	7,108	-
Flock Safety	-	-	106,600
40mm Impact Munition Program	-	-	24,242
Simunition Training Equipment	-	-	9,000
Less Lethal Force Options(SWAT)	-	-	7,500
Motors Division Trailer	-	-	8,470
School Resource Officer Vehicles	-	-	102,478
Capital Items Subtotal	102,332	102,332	352,946
TOTAL EXPENDITURES	3,338,014	3,204,903	5,539,512
Projected Ending Fund Balance	2,162,986	2,653,349	3,206,899
Recommended Reserve Level	\$ 904,274	\$ 963,000	\$ 1,336,124

FORM 5
FY2023-24

CITY OF ROANOKE
ANNUAL BUDGET REQUEST
CAPITAL AND SUPPLEMENTAL REQUESTS

FUND: CCPD
DEPARTMENT: POLICE

TITLE OF ITEM/PROGRAM	Enhanced ballistic protection and communication headsets for SWAT
BRIEF DESCRIPTION	New ear headsets/hearing protection which doubles as communications for SWAT. Additional protective panels and body armor items which attached to previously purchased vests.
JUSTIFICATION	Additional supplemental armor panels are for added protection that SWAT officers and the threats they may experience. New hearing protection to replaced ageing items. Additional rifle rated plates to supplement patrol armor.

ITEM DESCRIPTION	ACCT. CODE	AMOUNT REQUESTED	ADDITIONAL NOTES AND COMMENTS (IF VEHICLE, INCLUDE TYPE ONLY, i.e., Sedan, Pickup, etc.)
SALARIES AND WAGES			
Salaries			
Benefits			
WEARING APPAREL	010-670-605	2,351	Safariland HYPER X structured Upper Arm protection (SWAT)
		601	Safariland Hybrid Lower Abdomen (SWAT)
		929	Safariland HYPER X Groin Protector (SWAT)
		24,500	Rifle rated plates for all officers load bearing vests (\$681.60 each).
			These items purchased will be placed on a replacement schedule of 5 years
			due to expiration.
			These items were previously submitted as a known increase.
		4,500	Three (3) Liberator IV headset and push to talk system
MISCELLANEOUS SERVICES			
CAPITAL OUTLAY			
TOTAL		\$ 32,881	

FORM 5
FY2023-24

CITY OF ROANOKE
ANNUAL BUDGET REQUEST
CAPITAL AND SUPPLEMENTAL REQUESTS

FUND: CCPD
DEPARTMENT: POLICE

TITLE OF ITEM/PROGRAM	Enhanced Drone and Night Vision Capabilities
BRIEF DESCRIPTION	Purchase of an additional Drone and PVS-14 Night Vision for CID surveillance
JUSTIFICATION	The USA is compatible with current software that allows for the mapping and reconstruction of major accident scenes. The USA captures data quicker than the current on ground method that requires set up. Less time means shorter road closures and removes officers from dangers present while working in the roadways. Currently, Detectives do not have a reliable way to conduct surveillance at night time. This kit contains the PVS-14 Night Vision Monocular. This kit will allow Detectives to conduct covert surveillance from a safe distance, without compromising their objective. The Night Vision will aid in locating burglars who hide in the night and the drone will help locate fleeing suspects as well as aid in locating missing persons.

ITEM DESCRIPTION	ACCT. CODE	AMOUNT REQUESTED	ADDITIONAL NOTES AND COMMENTS (IF VEHICLE, INCLUDE TYPE ONLY, i.e., Sedan, Pickup, etc.)
SALARIES AND WAGES			
Salaries			
Benefits			
SMALL TOOLS AND SUPPLIES	010-670-206	9,500	Autel EVO II Dual 640T Enterprise Bundle
		4,675	Night Vision Surveillance Kit - PVS-14
PROFESSIONAL SERVICES			
MISCELLANEOUS SERVICES			
CAPITAL OUTLAY			
TOTAL		\$ 14,175	

FORM 5
FY2023-24

CITY OF ROANOKE
ANNUAL BUDGET REQUEST
CAPITAL AND SUPPLEMENTAL REQUESTS

FUND: CCPD
DEPARTMENT: POLICE

TITLE OF ITEM/PROGRAM

Flock Safety

BRIEF DESCRIPTION

Hardware and software products utilized to target high, through traffic, areas of the city to use for investigating burglaries and other crimes that occur in the city.

JUSTIFICATION

Roanoke's location to SH 114 and US 377 make it an ideal place for criminals from other cities to commit crimes on their way through the city. These crimes are vehicle burglaries and other thefts. This has been the largest crime trend creating calls for service. The flock system would aid in identifying suspects who commit these crimes. The system would also notify police when a wanted criminal has entered the city allowing officers to locate and arrest the suspect before they have an opportunity to victimize Roanoke residents. Devices capture objective evidence to create and deliver unbiased investigative leads to law enforcement. Local departments using this technology include Argyle, Bartonville, Bedford, Fort Worth, Grapevine, Haltom City, Hurst, Lantana, Northlake, North Richland Hills, Richland Hills, Trophy Club, and Watauga.

ITEM DESCRIPTION	ACCT. CODE	AMOUNT REQUESTED	ADDITIONAL NOTES AND COMMENTS (IF VEHICLE, INCLUDE TYPE ONLY, i.e., Sedan, Pickup, etc.)
SALARIES AND WAGES			
Salaries			
Benefits			
SUPPLIES			
MAINTENANCE AND REPLACEMENT			
PROFESSIONAL SERVICES			
MISCELLANEOUS SERVICES			
			Captures License Plates
CAPITAL OUTLAY	010-670-605	56,100	Year one for all product and installation
		50,500	Year two costs.
TOTAL		\$ 106,600	

FORM 5
FY2023-24

CITY OF ROANOKE
ANNUAL BUDGET REQUEST
CAPITAL AND SUPPLEMENTAL REQUESTS

FUND: CCPD
DEPARTMENT: POLICE

TITLE OF ITEM/PROGRAM	40mm Impact Munition Program
BRIEF DESCRIPTION	The 40mm Impact Munition Program is designed to replace the currently fielded Drag Stabilized Bean Bag Impact Munitions as an intermediate weapon system.
JUSTIFICATION	Currently RPD utilizes Drag Stabilized Bean Bag rounds as impact munitions. These munitions are documented as needing multiple on target hits as well as having a potential for penetrating trauma. The 40mm Impact Munition program utilizes 40mm launchers and larger 40mm foam baton rounds (eXact iMpact™ munitions) which have a wider range for deployment as well as a lower risk to suspects due to a greatly reduce danger of penetrating trauma. 40mm rounds carry more kinetic energy reducing the need for follow up shots. With a greater standoff officers will be able to use non lethal force options in more situations. The larger round will be more effective and less dangerous especially when used in a large crowd.

ITEM DESCRIPTION	ACCT. CODE	AMOUNT REQUESTED	ADDITIONAL NOTES AND COMMENTS (IF VEHICLE, INCLUDE TYPE ONLY, i.e., Sedan, Pickup, etc.)
SALARIES AND WAGES			
Salaries			
Benefits			
SUPPLIES	010-670-206	21,300	Thirteen (13) 40mm Single Shot launchers with sights, slings, and munition holder
		1,342	250 Shot Training Kit
		1,600	Fifty (50) Operational eXact iMpact™ Munition rounds.
			Money will be recouped by selling old weapon systems back,
			expected revenue of +\$2000.
MISCELLANEOUS SERVICES			
CAPITAL OUTLAY			
TOTAL		\$ 24,242	

FORM 5
FY2023-24

CITY OF ROANOKE
ANNUAL BUDGET REQUEST
CAPITAL AND SUPPLEMENTAL REQUESTS

FUND: CCPD
DEPARTMENT: POLICE

TITLE OF ITEM/PROGRAM

Simunition Training Equipment

BRIEF DESCRIPTION

Training pistols and bolts utilized in safe training environments for reality based training.

JUSTIFICATION

Decisions in Supreme Court cases Canton V. Harris and Popow V. Margate have upheld that training must be continuous and realistic. Simunition equipment provides the Department the ability to conduct reality based training with officers to reduce liability as well as enhance the officer's chances of success in high stress situations to include Active Shooter Response and other ALERRT type incidents. The current simunition rifles need to be replaced and three more added to our supply due to our increased number of officers and training on a rifle platform. Five pistols will update our old generations of Glock that are beginning to fail at a higher rate.

ITEM DESCRIPTION	ACCT. CODE	AMOUNT REQUESTED	ADDITIONAL NOTES AND COMMENTS (IF VEHICLE, INCLUDE TYPE ONLY, i.e., Sedan, Pickup, etc.)
SALARIES AND WAGES			
Salaries			
Benefits			
SUPPLIES	010-670-206	1,500	Five (5) Force-On-Force Training Bolt Carrier group
		7,500	Ten (10) Glock G45T MOS training pistol
PROFESSIONAL SERVICES			
MISCELLANEOUS SERVICES			
CAPITAL OUTLAY			
TOTAL		\$ 9,000	

FORM 5
FY2023-24

CITY OF ROANOKE
ANNUAL BUDGET REQUEST
CAPITAL AND SUPPLEMENTAL REQUESTS

FUND: CCPD
DEPARTMENT: POLICE

TITLE OF ITEM/PROGRAM

Less Lethal Force Options (SWAT)

BRIEF DESCRIPTION

Required equipment used to enhance suspect and officer safety during high risk operations. Including OC and CS gas, diversionary devices, and impact munitions.

JUSTIFICATION

Uncommon occurrences such as barricaded persons, hostage situations or civil unrest scenarios require additional supplies to obtain compliance. Less lethal force options such as CS and OC gas provide officers the ability to regain the initiative during such high risk scenarios. This purchase is our share of munitions needed to supply the regional SWAT Team with tools and equipment necessary to complete their missions.

ITEM DESCRIPTION	ACCT. CODE	AMOUNT REQUESTED	ADDITIONAL NOTES AND COMMENTS (IF VEHICLE, INCLUDE TYPE ONLY, i.e., Sedan, Pickup, etc.)
SALARIES AND WAGES			
Salaries			
Benefits			
SUPPLIES	010-670-206	7,500	Less lethal force options to include OC, CS and Impact munitions
MAINTENANCE AND REPLACEMENT			
PROFESSIONAL SERVICES			
MISCELLANEOUS SERVICES			
CAPITAL OUTLAY			
TOTAL		\$ 7,500	

FORM 5
FY2023-24

CITY OF ROANOKE
ANNUAL BUDGET REQUEST
CAPITAL AND SUPPLEMENTAL REQUESTS

FUND: CCPD
DEPARTMENT: POLICE

TITLE OF ITEM/PROGRAM

Motors Division Trailer

BRIEF DESCRIPTION

Enclosed trailer for the Motor Division

JUSTIFICATION

Purchase new trailer to replace the existing dilapidated trailer used by the motors division to store cones and equipment associated with NAPD training.

ITEM DESCRIPTION	ACCT. CODE	AMOUNT REQUESTED	ADDITIONAL NOTES AND COMMENTS (IF VEHICLE, INCLUDE TYPE ONLY, i.e., Sedan, Pickup, etc.)
SALARIES AND WAGES			
Salaries			
Benefits			
SUPPLIES	010-670-603	7,670	7'x12' TA2 Cargo 6 1/2" Tall, 2-3500# brake axle
		800	Graphics
MAINTENANCE AND REPLACEMENT			
PROFESSIONAL SERVICES			
MISCELLANEOUS SERVICES			
CAPITAL OUTLAY			
TOTAL		\$ 8,470	

FORM 5
FY2023-24

CITY OF ROANOKE
ANNUAL BUDGET REQUEST
CAPITAL AND SUPPLEMENTAL REQUESTS

FUND: CCPD
DEPARTMENT: POLICE

TITLE OF ITEM/PROGRAM

School Resource Officer Vehicles

BRIEF DESCRIPTION

Add 2 patrol units specifically for the School Resource Officers to the vehicle replacement schedule.

JUSTIFICATION

To better prepare for future fleet needs, we are phasing in repurposed front line vehicles to the Vehicle Replacement Schedule. This will enable replacement schedules to be extended from their current time frames and also allow for better vehicle warranty management/maintenance.

ITEM DESCRIPTION	ACCT. CODE	AMOUNT REQUESTED	ADDITIONAL NOTES AND COMMENTS (IF VEHICLE, INCLUDE TYPE ONLY, i.e., Sedan, Pickup, etc.)
SALARIES AND WAGES			
Salaries			
Benefits			
SUPPLIES	010-670-603	96,178	2 Patrol Tahoes (Approximately \$48,089 each)
		3,500	Rear Compartment
		2,800	Graphics
MAINTENANCE AND REPLACEMENT			
			(We will recycle vehicle equipment from existing vehicles)
PROFESSIONAL SERVICES			
MISCELLANEOUS SERVICES			
CAPITAL OUTLAY			
TOTAL		\$ 102,478	

**FISCAL YEAR 2023/2024
JAIL BUDGET AND
GENERAL AND ADMINISTRATIVE CHARGES
FOR SERVICES TO THE CITY OF ROANOKE.
ESTIMATE**

OPERATING BUDGET FOR JAIL SERVICES FISCAL YEAR 2023/2024

Includes eleven (11) full-time employee equivalents (FTEs) ,(10) detention officers, and one (1) regional holding facilities manager; operations, capital , and maintenance costs. \$ 1,004,916

Annual Service Level at 17.2% cost share. \$ 172,846
(October 1, 2023 - September 30, 2024)

GENERAL AND ADMINISTRATIVE CHARGES (1) \$ 14,175

Includes services of Police Administration,
Human Resources, Information Services.

***Regional Holding Facility Magistrate \$ 7,300

TOTAL ANNUAL COST FOR FISCAL YEAR 2023/2024 \$ 194,321
=====

- (1) PERCENT (%) OF RESPECTIVE ANNUAL
OPERATING BUDGET USED:
- | | |
|-----------------------|--------|
| Police Administration | .53. % |
| Human Resources | .40% |
| Information Services | .27% |

FISCAL YEAR 2023/2024
COMBINED REGIONAL ANIMAL CONTROL AND REGIONAL
ANIMAL ADOPTION CENTER BUDGET
And GENERAL AND ADMINISTRATIVE CHARGES
FOR SERVICES TO THE CITY OF ROANOKE.
ESTIMATE

OPERATING BUDGET FOR REGIONAL ANIMAL CONTROL AND REGIONAL ANIMAL ADOPTION CENTER FISCAL YEAR 2023/2024.

Animal Control Includes four (4) full-time employee equivalents (FTEs), vehicle expenses, building maintenance and operations costs.	\$ 341,173
Animal Shelter Expenses Includes operations, building and maintenance costs.	\$ 133,649
<u>Annual Service Level for Animal Control at 8.5% cost share</u>	\$ 29,125
<u>Annual Service Level for Animal Shelter at 10.5% cost share</u>	\$ 14,094
GENERAL AND ADMINISTRATIVE CHARGES (1) Includes services of Police Administration, Human Resources and Informational Services	\$ 8,385
 TOTAL ANNUAL COST FOR FISCAL YEAR 2023/2024	 \$ 51,603 =====

- (1) PERCENT (%) OF RESPECTIVE ANNUAL
 OPERATING BUDGET USED:
- | | |
|------------------------|-------|
| Police Administration | 0.5 % |
| Human Resources | 0.1% |
| Informational Services | .15% |



AGENDA ITEM

TO: Mayor & City Council

SUBJECT: Old City Hall Lease Agreement

MEETING DATE: June 27, 2023

DEPARTMENT: City Manager

ITEM SUMMARY:

Consideration and action on approval of a lease agreement between the City of Roanoke and the State of Texas House of Representatives for the use of City-owned property located at 108 S. Oak Street.

INFORMATION:

House Rep. Ben Bumgarner approached the city in regards to leasing space in the old city hall for him and several of his office staff members. We recently met on site and concluded the facility would meet his needs. He only needs approximately 650sf of the facility. The agreement terms are from July 1, 2023 until December 31, 2024. Also, the city will still utilize the remaining space for special events and storage. Staff feels it will be beneficial to have the building occupied.

STAFF RECOMMENDATION:

Approve Agreement

SPECIAL CONSIDERATION:

N/A

FINANCIAL CONSIDERATION:

\$200 monthly lease payment to cover electricity and other minimal costs

ATTACHMENTS:

1. District Office Lease



State of Texas
House of Representatives

DISTRICT OFFICE LEASE CONTRACT

This lease is entered into between City of Roanoke, Texas, herein referred to as Lessor, and the Committee on House Administration of the Texas House of Representatives of the State of Texas, herein referred to as Lessee, for the benefit of Ben Bumgarner, a Member of the House of Representatives of the State of Texas, herein referred to as Member.

For and in consideration of the covenants, conditions, and provisions contained in this instrument, Lessor hereby leases to Lessee the following described property located in Denton County, Texas. The address of the leased property is:

108 S. Oak Street

Roanoke

76262

Street Address, Suite, etc.

City

Zip Code

(which includes approximately 650 square feet of floor space), with all the rights easements, and appurtenances belonging thereto and usually had and enjoyed therewith, on the terms and condition contained herein.

I.

The term of this lease begins July 1, 2023 and ends December 31, 2024 but
(Month Day, Year) (Lease must end on or prior to January 14, 2025)

the Lessor understands and agrees that the Lessee may cancel this lease, without penalty, if funds for its continuation are not provided for the next fiscal period or if the Member, for whose benefit this lease is made, ceases to be a Member of the House of Representatives.

II.

Lessee has the option to renew this lease for an additional period of N/A for the same monthly rental and under the same conditions, covenants, and provisions applicable under this lease during the primary term. To exercise the option, Lessee must give written notice of its election to do so to Lessor not later than 30 days before the expiration of the primary term of the lease.

III.

As rental for the leased premises, Lessee will pay Lessor the sum of \$ 200.00 per month, which shall be paid solely from the funds of the House of Representatives. However, the Lessor agrees that the liability of the House of Representatives to pay the rental is limited to the amount of money in the Member's operating account. If the Member's account is depleted, the House of Representatives may immediately notify the Lessor in writing. Until further notice, neither the House of Representatives nor the State of Texas is responsible for any rent that accrues after the date of the notice. The Lessor may thereupon, terminate the lease or allow the Member to continue to occupy the leasehold on terms mutually agreeable to the Lessor and the Member.

IV.

The leased premises will be used by the Member of the House of Representatives named herein as an office to be used in connection with his/her official business as a State Representative.

V.

Although this lease is for the purpose of providing office space for the Member named in this instrument, no title, credits, allowances, premiums, or anything of value shall inure to the benefit of the Member at any time because of this agreement. (Under Art. III, Sec 18, of the Texas Constitution, neither the legislator nor his firm may contract with the State of Texas if the subject of the contract was authorized or funded by a legislature of which the individual was a member.) The Member named in this lease is not related in the first degree by marriage, or through blood relationship, to anyone who has a financial interest,

either directly or indirectly, in the property leased by the House of Representatives for this said Member. Any agreement contrary to this paragraph renders the lease null and void and renders Lessor liable for the refund of all payments paid hereunder together with interest on that at 10 percent annum, reasonable attorney's fees for the collection of that amount, and all costs incurred with said collection.

VI.

Either party may terminate this lease at any time for failure of the other to comply with the covenants, conditions, and provisions of the lease. Also, either party may terminate this lease by providing the other party with written notice 30 days prior to date of termination.

VII.

The following additional covenants, and provisions are further agreed to by Lessor and Lessee:

VIII.

The covenants and conditions in this instrument are the full and complete terms of this lease. No alterations, amendments or modifications of those terms are binding unless reduced to writing and signed by the parties to the lease.

City of Roanoke, Texas

Lessor's Company Name (type or print)	Date
Carl E. Gierisch, Jr.	
Lessor's Name (type or print)	Date
	Mayor
Lessor's Signature (1)	Lessor's Signatory's Title (1)
500 S. Oak Street Roanoke, TX 76262	(817) 491-2411
Lessor's Address	Telephone Number
Municipality	75-1229779
Lessor's Type of Organization (2)	Lessor's Tax ID Number (3)
Signature of Representative (4)	Date
Signature of House Administration Chairman (5)	Date

Note:

1. Must be signed by lessor or person authorized to contractually bind said individual, partnership, company or corporation. **Signature must be an original signature (not from a signature stamp or photo copied).**
2. Lessor's type of organization (law firms, realtor firm, sole proprietorship, dental firm, etc.).
3. The applicable tax identification number for individual, partnership, or corporation for reporting rent payments to the Internal Revenue Service.
4. Member of the Texas House of Representatives whose office operating account is to be charged. **Signature must be an original signature (not from a signature stamp or photo copied).**
5. Chairman of Committee on House Administration or person authorized to sign such agreements.

I, Ben Bumgarner do not have an interest
Name of Member

in the described property that I have requested the Texas House of Representatives to enter into a district office lease contract. Furthermore, I hereby state that I am not related in the first degree by marriage or through blood relationship to anyone who has a financial interest either directly or indirectly in the property leased by the House of Representatives for this said member. If I should acquire an interest in said property, I will advise the Chair of the Committee on House Administration in writing and terminate my district office lease immediately at no expense to the House of Representatives.

Member's Signature

Date