

# **A G E N D A**

A regular meeting of the Mayor and City Council of the City of Waxahachie to be held at the Waxahachie Civic Center, 2000 Civic Center Lane, Meeting Rooms A and B, Waxahachie, Texas, on **Monday, February 3, 2025 at 7:00 p.m.**

Council Members: Billie Wallace, Mayor, Council Member Place 4  
Chris Wright, Mayor Pro Tem, Council Member Place 3  
Tres Atkins, Council Member Place 1  
Patrick Souter, Council Member Place 2  
Travis Smith, Council Member Place 5

1. Call to Order
2. Invocation
3. Pledge of Allegiance and Texas Pledge of Allegiance
4. **Public Comments:** Persons may address the City Council on any issues. This is the appropriate time for citizens to address the Council on any concern whether on this agenda or not. In accordance with the State of Texas Open Meetings Act, the Council may not comment or deliberate such statements during this period, except as authorized by Section 551.042, Texas Government Code. **Speakers must observe the five (5) minute time limit.**

5. **Consent Agenda**

All matters listed under Item 5, Consent Agenda, are considered to be routine by the City Council and will be enacted by one motion. There will not be separate discussion of these items. Approval of the Consent Agenda authorizes the Mayor/City Manager to execute all matters necessary to implement each item. Any item may be removed from the Consent Agenda for separate discussion and consideration by any member of the City Council.

- a. Minutes of the City Council meeting of January 21, 2025
  - b. Event application for Hachie Gras to be held March 1, 2025 in Downtown Waxahachie
  - c. Event application for WDMA Downtown Shopping Strolls to be held March 15, June 14, August 9, November 15, and December 13, 2025
  - d. Receive Waxahachie Police Department Racial Profiling Report for 2024
  - e. Resolution to support First Responders Mental Health Program Grant Funding Year Three Application
6. **Introduce** Honorary Council Member
  7. **Present** Proclamation recognizing the 100<sup>th</sup> Anniversary of the Waxahachie Lions Club
  8. **Public Hearing** on reauthorizing the guidelines and criteria (policy) for governing Economic Development
  9. **Consider** proposed Resolution reauthorizing the guidelines and criteria (policy) for governing Economic Development

10. **Consider** service contract with Andale Construction, Inc. for concrete resurfacing product
11. **Consider** service contract with Donelson Construction Company, LLC for asphalt pavement preservation
12. **Consider** proposed Ordinance ordering an election to be held for the purpose of electing At-Large Council Members Places 4 and 5, providing for the filing of applications for official ballots for said elections; designating the Elections Judge and providing for clerical personnel for said elections; designating the time and place of said elections; designating the polling location(s) for said election; and providing for a run-off election, if needed; and providing for an effective date
13. **Hear** update of activities at Sims Library
14. Comments by Mayor, City Council, City Attorney and City Manager
15. Adjourn

**The City Council reserves the right to go into Executive Session as authorized by Section 551.071(2) of the Texas Government Code, for the purpose of seeking confidential legal advice from legal counsel on any agenda item listed herein.** This meeting location is wheelchair-accessible. Parking for mobility-impaired persons is available. Any request for sign interpretive services must be made forty-eight hours ahead of the meeting. To make arrangements, call the City Secretary at 469-309-4006 or (TDD) 1-800-RELAY TX

A regular meeting of the Mayor and City Council of the City of Waxahachie was held at the Waxahachie Civic Center, 2000 Civic Center Lane, Meeting Rooms A and B, Waxahachie, Texas, on Tuesday, January 21, 2025 at 7:00 p.m.

Council Members Present: Billie Wallace, Mayor, Council Member Place 4  
Chris Wright, Mayor Pro Tem, Council Member Place 3  
Tres Atkins, Council Member Place 1  
Patrick Souter, Council Member Place 2  
Travis Smith, Council Member Place 5

Others Present: Michael Scott, City Manager  
Albert Lawrence, Deputy City Manager  
Terry Welch, City Attorney  
Amber Villarreal, City Secretary

**1. Call to Order**

Mayor Billie Wallace called the meeting to order.

**2. Invocation**

**3. Pledge of Allegiance and Texas Pledge of Allegiance**

Cheri Hathaway gave the invocation. Mayor Wallace led the Pledge of Allegiance and the Texas Pledge of Allegiance.

**4. Public Comments**

Darlene Miller, 240 Parks School House Road, Waxahachie, Texas, provided an update on the Pet Coalition of Ellis County and requested collaboration from surrounding cities and Ellis County for an animal shelter.

Carolyn Baker, 1005 Dunkerley Road, Ennis, Texas, requested assistance and support to provide inexpensive spay and neuter services in Ellis County.

Vanessa Voldan, 301 Cynisca, Waxahachie, Texas, explained the importance of educating the public about trap, neuter, and returning animals. She requested assistance from local leaders to address the issues in Ellis County.

**5. Consent Agenda**

- a. Minutes of the City Council meeting of January 6, 2025
- b. Proposed Ordinance approving a request by Terry Nay for a Petition for ETJ Release for approximately 2.113 acres, located at 711 Brookside Road (Property ID 216895 – Owner: Terry Nay (ETJ-PTN-228-2024))
- c. Consider proposed Ordinance approving a request by Jiri Dolezal, for a Petition for ETJ Release for approximately 2.35 acres, located at 4802 East FM 875 (Property ID 138405, 179461, & 284352) – Owner: Jiri Dolezal (ETJ-PTN-236-2024)

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**ORDINANCE NO. 3591**

**AN ORDINANCE AUTHORIZING THE RELEASE FROM THE CITY OF WAXAHACHIE'S EXTRATERRITORIAL JURISDICTION OF A 2.113 ACRE TRACT OF LAND, LOCATED AT 711 BROOKSIDE ROAD, KNOWN AS PROPERTY ID 216895, AND ORDERING THE CHANGING OF THE CITY OF WAXAHACHIE'S EXTRATERRITORIAL JURISDICTION BOUNDARY MAP IN ACCORDANCE WITH SAID CHANGE.**

**ORDINANCE NO. 3592**

**AN ORDINANCE AUTHORIZING THE RELEASE FROM THE CITY OF WAXAHACHIE'S EXTRATERRITORIAL JURISDICTION OF A 2.35 ACRE TRACT OF LAND, LOCATED AT 4802 EAST FM 875 KNOWN AS PROPERTY ID 138405, 179461, AND 284352, AND ORDERING THE CHANGING OF THE CITY OF WAXAHACHIE'S EXTRATERRITORIAL JURISDICTION BOUNDARY MAP IN ACCORDANCE WITH SAID CHANGE.**

**Action:**

*Patrick Souter moved to approve all items on the Consent Agenda, as presented, and authorize the City Manager and/or Mayor to execute all associated documents as necessary. Motion was seconded by Tres Atkins and carried unanimously (5-0).*

**6. Introduce Honorary Council Member**

Mayor Pro Tem Chris Wright introduced David McSpadden as the January Honorary Council Member. David McSpadden, originally from San Angelo, Texas, is a U.S. Army veteran and a dedicated member of Rotary International. He joined the Rotary Club of Waxahachie in 1984, serving in various leadership roles, including District Governor in 2009-10. His work with Rotary has led him to significant international efforts, such as a mission trip to Malawi and Zambia in 2008, where his efforts helped provide clean drinking water to over 30,000 people.

Mr. McSpadden is the CEO of RTC Missions.org, which supports a medical center in western Kenya. He played a key role in acquiring an ambulance for a remote village in Kenya and helped raise funds for a sonogram machine. He is also involved in local causes like the Miracle League in Waxahachie. David is an active member of First Baptist Church, where he serves in various roles, including as Chairman of the Mission Trip Team. He was recently recognized as the first recipient of the Ellis County Exemplary Service Award on December 22, 2024 for his exceptional community service.

David's driving inspiration is Anne Frank's quote about improving the world, and he continues to work tirelessly in both his local and global communities.

**7. Public Hearing on a request by Mark Lee for a Specific Use Permit (SUP) for an Accessory Structure exceeding seven hundred (700) square feet use within a Planned Development - Single Family-1(PD-SF-1) zoning district located at 181 Aiden Drive (Property ID 300473) – Owner: Mark Lee & Rebekah. J (ZDC-215-2024)**

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Trenton Robertson, Senior Director of Planning, presented the Item. The applicant proposes a Specific Use Permit (SUP) to construct a 1,740-square-foot accessory structure at 181 Aiden Drive. The primary structure on the subject property is approximately 4,346 square feet. The property does not have any existing accessory structures. The applicant has provided a Site Plan for the accessory structure that verifies all setback requirements established by the Waxahachie Zoning Ordinance have been met.

The applicant proposes to utilize the structure for a personal garage/shop. The structure will be used for the storage of personal vehicles and household materials. The proposed accessory structure is comprised of brick and siding that matches the primary structure. The applicant will be extending the concrete drive to connect to the proposed structure. The applicant will be extending the water and electrical services from the primary structure to the proposed accessory structure.

To comply with State law contained in Local Government Code Chapter 211 and the City's public hearing notice requirements, thirteen (13) notices were mailed to property owners within 200 feet of the request. Staff received zero (0) letters of opposition and one (1) letter of support.

Mayor Wallace opened the Public Hearing at approximately 7:23 p.m.

There being no others to speak for or against ZDC-215-2024, Mayor Wallace closed the Public Hearing at approximately 7:23 p.m.

**8. Consider proposed Ordinance approving ZDC-215-2024**

**ORDINANCE NO. 3593**

**AN ORDINANCE AUTHORIZING A SPECIFIC USE PERMIT (SUP) TO PERMIT AN ACCESSORY STRUCTURE EXCEEDING SEVEN HUNDRED (700) SQUARE FEET USE WITHIN A PLANNED DEVELOPMENT - SINGLE FAMILY-1 (PD-SF-1) ZONING DISTRICT, LOCATED AT 181 AIDEN DRIVE, BEING PROPERTY ID 300473, IN THE CITY OF WAXAHACHIE, ELLIS COUNTY, TEXAS, BEING LOT 14, BLOCK C OF THE TUSCAN ESTATES SUBDIVISION, AND ORDERING THE CHANGING OF THE ZONING MAP THEREOF IN ACCORDANCE WITH SAID CHANGE.**

**Action:**

*Chris Wright moved to approve ZDC-215-2024, a Specific Use Permit for an Accessory Structure exceeding seven hundred square feet, use within a Planned Development-Single Family-1 zoning district. Motion was seconded by Patrick Souter and carried unanimously (5-0).*

**9. Public Hearing on a request by Susan Jordan, for a Specific Use Permit (SUP) for a Short-Term Rental use within a Planned Development – General Retail (PD-GR) zoning district located at 512 North College Street (Property ID 170716) – Owner(s): Legends Real Estate Holdings, LLC (ZDC-207-2024)**

Mr. Robertson presented the Item. The applicant requests a SUP for short-term rental use at 512 North College Street because it is located within the PD-GR zoning district. The subject property

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consists of a primary structure of approximately 4,761 square feet, built in 1910 with seven (7) bedrooms, three (3) bathrooms, and enough improved surface to accommodate for the maximum parking spaces of five (5) vehicles. The subject property is situated on an approximately 0.459 acres (19,944 square feet) lot. The applicant has not been operating the subject property as a short-term rental; therefore, the applicant has not been paying local hotel occupancy taxes. The Ellis County Appraisal District (ECAD) does not identify the subject property as a Homestead. The applicant submitted the SUP application on October 30, 2024. Please note that the zoning district for the subject property is Planned Development – General Retail (PD-GR). If this SUP for STR application is approved, this will be the third property within 500' allowed for STR use.

During the planning analysis, staff inquired with the Waxahachie Police Department and discovered no nuisance-related calls had been made regarding the subject property and its current use in the past 12 months. The applicant's local emergency contact is located approximately 4.5 miles from the subject property.

In response to a Short-Term Rental workshop conducted by the City Council on December 9, 2024, staff members have agreed to include saturation data for each Specific Use Permit application pertaining to short-term rentals. This initiative is intended to assist the City Council in addressing concerns related to the oversaturation of short-term rentals within the Waxahachie community.

To comply with State law contained in Local Government Code Chapter 211 and the City's public hearing notice requirements, 66 notices were mailed to property owners within 500 feet of the as required in Section 3.27 of the City's Zoning Ordinance. At the time of the publishing of this staff report, three (3) letters of opposition and six (6) letters of support were received by staff, with no letters received within the 200' buffer.

Mayor Wallace opened the Public Hearing at approximately 7:27 p.m.

There being no others to speak for or against ZDC-207-2024, Mayor Wallace closed the Public Hearing at approximately 7:27 p.m.

Mayor Pro Tem Wright addressed STR density in the area noting he is not concerned with this location due to the general retail zoning and Council Member Tres Atkins concurred.

Council Member Patrick Souter requested consistency on density, regardless of general retail or residential zoning.

Mayor Wallace and Council Member Travis Smith expressed support to evaluate each request on its own merit. Council Member Smith asked for consideration due to proximity to schools and explained larger lots reduce the property owner notification area based on distance.

**10. Consider proposed Ordinance approving ZDC-207-2024**

**ORDINANCE NO. 3594**

**AN ORDINANCE AUTHORIZING A SPECIFIC USE PERMIT (SUP) TO ALLOW A SHORT-TERM RENTAL USE WITHIN A PLANNED DEVELOPMENT – GENERAL**

**RETAIL (PD-GR) ZONING DISTRICT LOCATED AT 512 NORTH COLLEGE STREET IN THE CITY OF WAXAHACHIE, ELLIS COUNTY, TEXAS, BEING 0.459 ACRES KNOWN AS PROPERTY ID 170716, AND ORDERING THE CHANGING OF THE ZONING MAP THEREOF IN ACCORDANCE WITH SAID CHANGE.**

**Action:**

*Patrick Souter moved to approve ZDC-207-2024, a Specific Use Permit for Short-Term rental use, subject to the conditions of the staff report and authorize the Mayor and/or City Manager to execute all documents accordingly. Motion was seconded by Tres Atkins and carried unanimously (5-0).*

**11. Public Hearing on a request by Brad Yates, for a Specific Use Permit (SUP) for a Short-Term Rental use within a Single-Family-3 (SF-3) zoning district located at 708 South Rogers Street (Property ID 172368) – Owner(s): Graily Holdings, LLC (ZDC-218-2024)**

Mr. Robertson presented the Item and Brad Yates requested approval. The applicant requests a SUP for short-term rental use at 708 South Rogers Street because it is located within the SF-3 zoning district. The subject property consists of a primary structure of approximately 1,388 square feet and an accessory structure of 480 square feet, built in 1920 with a total of two (2) bedrooms and two (2) bathrooms within the primary structure, one (1) bedroom and one (1) bathroom within the accessory structure, and enough improved surface to accommodate for the maximum parking spaces of three (3) vehicles. The subject property is situated on an approximately 0.403 acres (17,554 square feet) lot. The applicant has not been operating the subject property as a short-term rental; therefore, the applicant has not been paying local hotel occupancy taxes. The Ellis County Appraisal District (ECAD) does not identify the subject property as a Homestead. The applicant submitted the SUP application on November 20, 2024.

The applicant currently has an approved replat application for the subject property to be subdivided into two lots. The applicant is aware that once the replat has been filed, this SUP for STR use is only for the subject property.

The applicant has two approved Special Use Permits (SUPs) for short-term rental (STR) use. The first approved SUP for STR is for a property at 804 Dunaway Street, which was approved in April 2024 and has completed the registration process. The second approved SUP for STR is for a property located at 800 Dunaway Street, which was approved in May 2024 and is currently under construction. As a result, the applicant has not yet completed the STR registration process for this property. If this SUP for STR application is approved, this will be the third property within 500' allowed for STR use.

During the planning analysis, staff inquired with the Waxahachie Police Department and discovered no nuisance-related calls had been made regarding the subject property and its current use in the past 12 months. The applicant's local emergency contact is located approximately 1.5 miles from the subject property.

To comply with State law contained in Local Government Code Chapter 211 and the City's public hearing notice requirements, 68 notices were mailed to property owners within 500 feet of the as

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required in Section 3.27 of the City's Zoning Ordinance. At the time of the publishing of this staff report, one (1) letter of opposition and six (6) letters support were received by staff, with one (1) letter of opposition and three (3) letters of support within the 200' buffer.

Mayor Wallace opened the Public Hearing at approximately 7:37 p.m.

There being no others to speak for or against ZDC-218-2024, Mayor Wallace closed the Public Hearing at approximately 7:42 p.m.

**12. Consider proposed Ordinance approving ZDC-218-2024**

**ORDINANCE NO. 3595**

**AN ORDINANCE AUTHORIZING A SPECIFIC USE PERMIT (SUP) TO ALLOW A SHORT-TERM RENTAL USE WITHIN A SINGLE-FAMILY 3 (SF-3) ZONING DISTRICT LOCATED AT 708 SOUTH ROGERS STREET IN THE CITY OF WAXAHACHIE, ELLIS COUNTY, TEXAS, BEING 0.403 ACRES KNOWN AS PROPERTY ID 172368, AND ORDERING THE CHANGING OF THE ZONING MAP THEREOF IN ACCORDANCE WITH SAID CHANGE.**

**Action:**

*Chris Wright moved to approve ZDC-218-2024, a Specific Use Permit for Short-Term rental use, subject to the conditions of the staff report and authorize the Mayor and/or City Manager to execute all documents accordingly. Motion was seconded by Patrick Souter and carried unanimously (5-0).*

**13. Public Hearing on a request by Iyke Enemo, for a Specific Use Permit (SUP) for a Short-Term Rental use within a Single-Family-3 (SF-3) zoning district located at 807 Dr. Martin Luther King Jr. Boulevard (Property ID 171251) – Owner(s): Iycan Investments, LLC (ZDC-220-2024)**

Mr. Robertson presented the Item. The applicant requests a SUP for short-term rental use at 807 Dr. Martin Luther King Jr. Boulevard because it is located within the SF-3 zoning district. The subject property consists of a primary structure of approximately 2,127 square feet built in 2022 with a total of four (4) bedrooms, three (3) bathrooms, and enough improved surface to accommodate for the maximum parking spaces of four (4) vehicles. The subject property is situated on an approximately 0.251 acres (10,933 square feet) lot. The applicant has been operating the subject property as a short-term rental without an approved SUP and has not been paying local hotel occupancy taxes. The Ellis County Appraisal District (ECAD) does not identify the subject property as a Homestead. The applicant submitted the SUP application on November 27, 2024.

During the planning analysis, staff inquired with the Waxahachie Police Department and discovered no nuisance-related calls had been made regarding the subject property and its current use in the past 12 months.

The applicant did not identify a local emergency contact with their SUP application. Staff was unable to contact the applicant after multiple attempts to reach out for an updated SUP application

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that includes their local emergency contact.

To comply with State law contained in Local Government Code Chapter 211 and the City's public hearing notice requirements, 82 notices were mailed to property owners within 500 feet of the as required in Section 3.27 of the City's Zoning Ordinance. At the time of the publishing of this staff report, ten (10) letters of support and no letters of opposition were received by staff, with five (5) letters of support and no letters in opposition within the 200' buffer.

Mayor Wallace opened the Public Hearing at approximately 7:44 p.m.

Owner Iyke Enemo requested approval noting he was not aware of the approval process and is not familiar with all requirements.

Council expressed dismay with the applicant not submitting all required documents and information while continuing to operate with approval.

There being no others to speak for or against ZDC-220-2024, Mayor Wallace closed the Public Hearing at approximately 7:55 p.m.

**14. Consider proposed Ordinance approving ZDC-220-2024**

**Action:**

*Patrick Souter moved to deny, with prejudice, ZDC-220-2024, a Specific Use Permit for Short-Term Rental use. Motion was seconded by Chris Wright and carried unanimously (5-0).*

City Attorney Terry Welch clarified "with prejudice" means the applicant can't apply again for six (6) months from today's date.

**15. Public Hearing on a request by Mark Singleton, CNB of Texas, for a Zoning Change from a Commercial (C) zoning district to Planned Development-Mixed-Use Residential (PD-MUR) zoning district, for the Highland's at Bates Drive development, located at directly south of 2001 Bates Drive, (Property ID 191635 & 194998) - Owner: Citizens National Bank of Texas and First Citizens Bancshares Inc (ZDC-171-2024)**

Mr. Robertson presented the Item and Mark Singleton requested approval. The applicant proposes a Planned Development to allow for the Highland's at Bates Drive, a mixed-use development with 340 multi-family dwelling units, 5-story hotel, drive-through restaurant, drive-through car wash, and 40,000 square feet of commercial space. The subject property is situated on a 15.21-acre tract adjacent to the intersection of Ovilla Road and US Highway 287 Bypass. A base zoning district of Mixed-Use Residential (MUR) is proposed for the development.

The Planned Development includes four (4) vertical mixed-use buildings that are proposed to include a total of 340 multi-family dwelling units and 40,000 square feet of commercial space. The proposed unit count results in an overall density of 29.15 dwelling units per acre (DUA) for the development. Each mixed-use building is proposed to be 5-stories in height with a portion of the first-floor of each building being dedicated to commercial space. Each mixed-use building is

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designed to include oversized patio space in front of the commercial suites to allow for outdoor seating and gathering. The applicant has noted that the first-floor commercial space is expected to be occupied by a mix of retail, restaurant and office users.

With this Planned Development request, the applicant proposes modified development standards from those required with the base Mixed-Use Residential (MUR) zoning district. The table below can be referenced for a comparison of the standard MUR requirements versus the development standards proposed with this application. (\*Bold text indicates a deviation from typical development standards.)

<b>Development Standard</b>	<b>MUR Zoning</b>	<b>Proposed Development Standard</b>
Density	30 Dwelling Units Per Acre (DUA)	29.15 Dwelling Units Per Acre (DUA)
Front Setback	25'	25'
Side Setback	25'	25' (20' adjacent to 2001 Bates Drive)
Rear Setback	25'	25'
Maximum Height	4-stories	5-stories
Lot Coverage (Buildings)	50%	14.66%
Parking	610 (230 attached garages)	623 (0 attached garages)

The Waxahachie Zoning Ordinance includes an Off-Street Parking Provision that allows for a 10% reduction in the total amount of required parking for a development, if the development is designed to place 80% or more of required parking spaces behind the proposed buildings on the property. This provision is intended to promote walkability and create more attractive, livable spaces. The applicant has proposed to include this provision as a development standard for the Highlands at Bates Drive and has designed the site to place more than 80% of parking spaces behind proposed buildings. Due to this, the figures provided below represent a 10% reduction in the typical parking requirement.

The applicant has slightly exceeded the minimum parking requirement proposed development as whole. Considering the multi-family and non-residential uses proposed for the property, a minimum of 754 parking spaces are required for the development. The applicant has provided a total of 754 parking spaces. It is important to note that the requirement for the minimum number of attached garage parking spaces for the multi-family portion of the development has not been met. The Waxahachie Zoning Ordinance requires a minimum of 50% of required parking for multi-family uses to be provided as attached garages. In this instance, a total of 459 parking spaces are required for the multi-family use, with 230 of these spaces required to be provided as attached garages. The applicant proposes to provide 110 covered parking spaces and 349 standard surface parking spaces for the multi-family use. The applicant has noted the reason for this deviation is the provision of commercial space on the first-floor of the mixed-use buildings instead of garages. A total of 151 parking spaces are required for the commercial space proposed on the first-floor of the vertical mixed-use structures. The site plan has been designed to provide a total of 164 parking spaces for the proposed commercial space.

The applicant proposes to utilize an approximately 1.59-acre portion of the development for a 5-

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story, 110 room hotel. The hotel is proposed directly adjacent to the 5-story vertical mixed-use buildings along Swallow Drive and is proposed to be setback 68' from the southern property line, adjacent to the Ridge Crossing Subdivision. The hotel is proposed to meet all typical Hotel Standards identified in Section 5.11 of the Waxahachie Zoning Ordinance. The primary façade and entrance of the hotel is oriented towards Ovilla Road. The design of the hotel has been modified to eliminate lighting and windows facing the southern property line. The proposed hotel meets the minimum parking requirement of 99 spaces.

The applicant proposes to utilize an approximately 1-acre portion of the development immediately adjacent to Ovilla Road for a 3,600 square foot drive-through restaurant. The applicant has not identified an end-user for the restaurant. The restaurant site has been designed to allow for a dedicated drive-through lane with sufficient space to stack twelve (12) vehicles. The drive-through entrance is oriented towards the interior of the site to prevent vehicles from stacking onto Ovilla Road. The applicant has met the minimum parking requirement of 33 spaces for the restaurant.

The applicant proposes to utilize an approximately 1-acre portion of the development at the intersection of Swallow Drive and Ovilla Road for a drive-through car wash. The proposed car wash is designed to be a full-service tunnel wash with twenty-three (23) self-service vacuum and detail bays. The car wash is designed to include a manned pay-station. Similar to the proposed restaurant, the entrance for the car wash drive through aisle is oriented towards the interior of the site to prevent stacking onto Ovilla Road or Swallow Drive. The applicant has provided five (5) dedicated parking spaces for the car wash use in addition to the detail and vacuum bays.

As noted above, the subject property is identified by the 2023 Comprehensive Plan partially under the Local Commercial and Residential Neighborhood placetypes. Each of these placetypes encourage a combination of residential and retail uses when a property is situated at the intersection of major thoroughfares. The applicant proposes to adhere to the intent of the Comprehensive Plan by developing a vertical mixed-use development that allows for residential dwellings above multi-tenant retail spaces. The proposed density for the development is 29.15 dwelling units per acre (DUA); which is appropriate for property adjacent to the intersection of major thoroughfares such as Ovilla Road and Highway 287. The vertically integrated and stand-alone retail space is designed to be walkable and accessible for residents in and around the development, as recommend by the Waxahachie Comprehensive Plan.

The applicant proposes to incorporate resident amenities into the multi-family portion of the development. Specific amenities include a pool area with a club house and grill house, an outdoor yoga area, an open children's play area, rooftop deck on Building D, and pickleball courts. The applicant also proposes to install walking paths (concrete sidewalks) with benches and waste stations throughout the development to ensure open space and landscaped detention areas are accessible to residents. Notably, the proposed Development Standards require installation of the proposed amenities prior to the issuance of the first certificate of occupancy or temporary certificate of occupancy for the property.

The applicant has provided a Landscape Plan that identifies the proposed landscaping for the site. The proposed landscaping does meet the minimum requirements of the Waxahachie Zoning Ordinance. The applicant has included forty-eight (48) Crape Myrtles on the Landscape Plan. Additionally, it is important to note that the applicant proposes to cluster required canopy and

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ornamental trees along the southern property line, parallel to the proposed 6' screening wall, to provide an enhanced buffer for adjacent residences. The applicant also proposes to heavily landscape the required detention areas for the subject property. This additional landscaping, when considered with passive detention area amenities, meaningfully incorporates the detention areas into the development.

The subject property is proposed to have a total of five (5) points of access onto public street. Three (3) of the proposed access points are provided along Swallow Drive and Bates Drive. The remaining two access points are proposed along the Highway 287 Bypass Service Road and Ovilla Road respectively. TxDOT approval is required for each of these driveway connections. In addition to the primary access points, the applicant proposes to execute mutual access easements for three (3) additional points of entry through adjacent private property. One (1) of the mutual access easements is proposed to connect to the undeveloped property to the west. The remaining two (2) mutual access easements are proposed to connect to the existing multi-tenant office building on Bates Drive.

The applicant has submitted a Traffic Impact Analysis (TIA) with this Planned Development application. The TIA evaluated current traffic levels near the site and the expected traffic demands of the proposed development at the time of build out in 2028. The TIA also evaluated projections for regional growth and development of adjacent property near the site out to 2028. Based on these considerations, the TIA has recommended several off-site improvements to mitigate the impact of traffic for the area. Off-site improvements include the construction of a right-turn lane on the southbound side of Ovilla Road and construction of a left-turn lane on the northbound side of Ovilla Road. The applicant proposes to install the improvements recommended by the TIA with the initial phase of the development. The TIA also notes that the existing traffic conditions at the US Highway 287 and Ovilla Road intersection warrant installation of a traffic signal. The applicant is not currently proposing to install a traffic signal at this intersection.

The subject property is directly adjacent to the Ridge Crossing subdivision to the south. This neighborhood is actively under development. To properly screen the adjacent existing and future residences from the proposed development, the applicant proposes to construct a 6-foot masonry screening wall. The screening wall will be constructed primarily of brick matching the primary structures on the subject property and stone used for some accent columns. Along the western property line, the applicant proposes a 6-foot ornamental metal fence with stone columns repeating every 40 feet.

The applicant has provided an Elevation/Façade Plan for all structures proposed with this PD. The façade of each proposed structure primarily features masonry (brick, stone, stucco) exterior construction materials, with multi-family structures including a small percentage of siding as well. Non-residential structures are proposed to utilize 100% masonry (brick, stone, stucco) exterior construction materials.

The applicant proposes to utilize the same exterior construction materials and color palette for all buildings in order to create a sense of consistency throughout the development. Individual buildings are differentiated by unique footprints, architectural elements, and articulation. Each proposed structure meets the standard articulation requirements of the Waxahachie Zoning Ordinance. Roof-mounted equipment is fully screened from view on both residential and non-

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residential structures by the proposed building articulation.

The applicant has provided a Photometric Plan with this Planned Development application to demonstrate compliance with the Waxahachie Zoning Ordinance. The Photometric Plan does adhere to the requirements of the Lighting and Glare Standards from Section 6.03 of the Waxahachie Zoning Ordinance. Staff has verified that all wall-mounted and pole-mounted light fixtures are designed to be directed downward towards the site and will be equipped with shields to further mitigate light trespass on adjacent properties. The applicant has worked with staff to minimize windows and wall-mounted light fixtures for all multi-story building facades facing the southern property line, adjacent to single family residences.

The applicant proposes one (1) additional monument sign for the subject property with this PD application. The proposed monument sign is a total 80 square feet in size and adheres to the typical height and size requirements of the Waxahachie Zoning Ordinance. The monument sign is proposed to be located along the Highway 287 Bypass Service Road. The design of the proposed monument sign can be referenced in Exhibit E below. In addition to this new monument sign, the applicant proposes to relocate an existing multi-tenant monument sign at the intersection of Ovilla Road and Swallow Drive. This relocated sign is proposed to continue to be used for the 4-story office building on Bates Drive.

The applicant has designed the Site Plan for the property to accommodate three detention areas. Each detention area is designed to be incorporated into the proposed open space and amenity areas for the development. The detention areas are designed to be landscaped and accessible to pets and residents. Benches, waste stations and walkways are proposed directly adjacent to the detention areas to support accessibility.

As part of this development, the applicant is required to extend public water and sanitary sewer lines across the subject property. The applicant has accounted for these extensions with a Preliminary Utility Plan. Utility improvements are required to be finalized with a future Civil Construction Permit.

The applicant proposes to develop the subject property in two phases. The applicant proposes to develop the multi-family portion of the property as Phase 1. Phase 2 is proposed to include the development of pad sites for the hotel, restaurant, and car wash tract identified on the Site Plan.

To comply with State law contained in Local Government Code Chapter 21 I and the City's public hearing notice requirements, 6 notices were mailed to property owners within 200 feet of the request. Staff has received zero (0) letters of support and zero (0) letters of opposition for the PD request.

Mayor Wallace opened the Public Hearing at approximately 8:09 p.m.

There being no others to speak for or against ZDC-171-2024, Mayor Wallace closed the Public Hearing at approximately 8:09 p.m.

Council Member Smith discussed the opportunity to reverse the retail and living space in Buildings A and B. Mr. Singleton noted he was not opposed to that if an opportunity presented itself.

(5a)

Mayor Pro Tem Wright expressed his desire for a proposed development sign be placed on the property to allow adjacent property owners to have a visual of what has been approved.

**16. Consider proposed Ordinance approving ZDC-171-2024**

**ORDINANCE NO. 3596**

**AN ORDINANCE AUTHORIZING A ZONING CHANGE FROM COMMERCIAL (C) TO PLANNED DEVELOPMENT-MIXED-USE RESIDENTIAL (PD-MUR), WITH A DETAILED SITE PLAN, LOCATED DIRECTLY SOUTH OF 2001 BATES DRIVE IN THE CITY OF WAXAHACHIE, ELLIS COUNTY, TEXAS, BEING 15.21 ACRES KNOWN AS PROPERTY ID 191635 & 194998, AND ORDERING THE CHANGING OF THE ZONING MAP THEREOF IN ACCORDANCE WITH SAID CHANGE.**

**Action:**

*Travis Smith moved to approve ZDC-171-2024, a Planned Development request for the Highlands at Bates Drive, with an update to the development standards to add language allowing for flexibility of flooring usage of Buildings A and B, subject to the conditions of the staff report and authorize the Mayor and/or City Manager to sign the associated documents accordingly. Motion was seconded by Patrick Souter and carried unanimously (5-0).*

**17. Consider Development Agreement for ZDC-171-2024**

**Action:**

*Chris Wright moved to approve the Development Agreement for ZDC-171-2024. Motion was seconded by Patrick Souter and carried unanimously (5-0).*

**18. Public Hearing on a request by Kevin Patel, Triangle Engineering, for a Specific Use Permit (SUP) for a Drive-Through Establishment use within a Planned Development-General Retail (PD-GR) zoning district located at 2932 N US Highway 77 (Property ID 189379) - Owner: Vaquero Highway 77 Waxahachie Partners LP (ZDC-206-2024)**

Mr. Robertson presented the Item and Tyler Moore requested approval. On October 30, 2024, the applicant informed staff that their evaluation of the City's standard SUP Ordinance and Development Agreement was complete. The applicant subsequently submitted a new SUP Application (ZDC-206-2024). No changes to the language in the accompanying SUP Ordinance or Development Agreement have been made since the time of the withdrawal request.

The applicant proposes a Specific Use Permit (SUP) to allow for the development of a Drive-Through Establishment use (Starbucks) as part of a proposed multi-tenant retail building at 2932 N US Highway 77. The subject property is situated in an existing Planned Development-General Retail (PD-GR) zoning district. The Waxahachie Zoning Ordinance requires that a SUP be approved to allow for Drive-Through Establishment land uses within a General Retail (GR) zoning district.

The SUP process is utilized to evaluate certain land uses that may not otherwise be compatible with permitted uses in a base zoning district. The SUP process allows a land use to be evaluated

(5a)

to determine whether it compatible with adjacent uses by ensuring the nature of the proposed land use is reasonable and any potential negative impacts of the land use have been mitigated. Through the SUP process, a specific site design is also developed to ensure the intent of the base zoning district is maintained.

In December of 2021, the City Council approved a SUP (ZDC-174-2021) for a stand-alone Starbucks Drive-Through Establishment just south of the subject property. In November of 2022, City Council approved an amendment to this SUP (ZDC-123-2022) to modify the design of the site and the development agreement. Following approval of these SUP's, Starbucks opted not to pursue development of a standalone store in this area. In 2024, the property owner began working with Starbucks again to consider using a single suite within a multi-tenant retail building. In May of 2024, the applicant submitted a new redesigned SUP request (ZDC-103-2024) for a Drive-Through Establishment to allow for Starbucks to occupy the northern suite within the proposed multi-tenant retail building. Due to concerns with the language in the City's standard SUP ordinance, the applicant withdrew the new SUP application in order to take time to review the City's standard SUP Ordinance with the Starbucks corporate team. In November of 2024, the applicant completed their review and determined they had no concerns with the City's standard language. This request includes an identical site, landscaping, and building design as the request submitted in May of 2024.

The applicant proposes a Specific Use Permit (SUP) for a Drive-Through Establishment use (Starbucks) as part of a proposed multi-tenant retail building at 2932 N US Highway 77. The proposed multi-tenant retail building is a total of 8,439 square feet in size, with the drive-through suite comprising 2,439 square feet of the building. The remainder of the building is proposed to be finished out as three (3) retail suites. No specific tenants have been identified for these suites. The applicant has noted that the typical hours of operation of the business will be Monday through Saturday from 5:00 am to 10:00 pm and Sunday from 6:00 am to 10:00 pm. A total of fifteen (15) to twenty-five (25) employees are expected at this location. It is important to note that a restaurant land use without a drive-through is permitted within the General Retail (GR) zoning district by right.

The proposed site plan includes a drive-through lane with sufficient stacking for eleven (11) vehicles. The drive-through lane is designed to wrap around the entirety of the building to provide the maximum amount of vehicle stacking possible. Outside of the dedicated drive-through lane, additional drive-isles totaling approximately 400 feet are available for customer use to ensure no traffic stacks onto Highway 77.

A total of forty-five (45) parking spaces are required for the proposed multi-tenant retail building. The applicant has designed the site to provide fifty-six (56) parking spaces. The parking provided for the site is sufficient to support indoor and outdoor seating for up to two (2) restaurants. The applicant has reserved space on the southeast corner of the property to serve as an on-site detention basin for the property.

The applicant proposes to access the subject property via an existing TxDOT-approved driveway connection to N US Highway 77. This existing driveway connection aligns with Dena Drive across N US Highway 77. The Plat for the subject property includes a mutual access easement dedication to allow for cross access between adjacent properties to the north and south. Construction of the

(5a)

mutual access drive is ongoing. The applicant has designed their site around this mutual access easement to ensure that cross-access between lots is preserved.

The applicant has provided a drive aisle around the entirety of the proposed building to ensure adequate on-site circulation. The drive aisle extends along the outside of the drive-through lane which will allow customers to exit the drive-through lane at any point, if necessary.

The applicant has provided two elevation/façade options for consideration with this SUP. Option 1 features a façade primarily comprised of stucco. Option 1 also includes composite wood siding on the northern (drive-through) suite and brick veneer banding around the bottom of the building. Option 2 features a more varied façade with stucco and CMU veneer comprising the majority of exterior construction materials. Option 2 also includes the same composite wood siding on the northern (drive-through) suite. Both options propose to vary the color of stucco used for the front of each retail suite.

The landscaping proposed with this SUP meets the requirements of the Waxahachie Zoning Ordinance. The applicant has incorporated nine (9) Crape Myrtles into the landscape plan.

The applicant proposes to install a multi-tenant monument sign that adheres to the typical height and size requirements of the Waxahachie Zoning Ordinance. The design of the monument sign can be referenced below in an attached exhibit. The sign will be located outside of all easements on the site.

The applicant has designed an on-site detention pond for the development and has noted that the design will adhere to the Waxahachie Manual for the Design of Storm Drainage Systems. The applicant will utilize an existing City sanitary sewer line and an existing Rockett SUD water line along Highway 77 to serve the proposed retail building. As part of the standard Waxahachie development process, the applicant is required to fully design detention and utility infrastructure for the site via a Civil Construction Permit. A Civil Construction Permit is required to be approved and the associated infrastructure installed before a building permit can be issued for the property.

To comply with State law contained in Local Government Code Chapter 211 and the City's public hearing notice requirements, 13 notices were mailed to property owners within 200 feet of the request. Staff has received zero (0) letters of support and zero (0) letters of opposition for the SUP request.

Mayor Wallace opened the Public Hearing at approximately 8:40 p.m.

Mayor Pro Tem Wright requested a walkable pedestrian gate at the rear of the development and Mr. Moore agreed.

Council Member Smith expressed safety concerns for sidewalks along Highway 77.

There being no others to speak for or against ZDC-206-2024, Mayor Wallace closed the Public Hearing at approximately 8:44 p.m.

**19. Consider proposed Ordinance approving ZDC-206-2024**

(5a)

**ORDINANCE NO. 3597**

**AN ORDINANCE AUTHORIZING A SPECIFIC USE PERMIT (SUP) TO PERMIT A RETAIL STORES & SHOPS USE AND A DRIVE-THROUGH ESTABLISHMENT USE WITHIN A PLANNED DEVELOPMENT-GENERAL RETAIL (PD-GR) ZONING DISTRICT, LOCATED 2932 N US HIGHWAY 77, BEING PROPERTY ID 189379, IN THE CITY OF WAXAHACHIE, ELLIS COUNTY, TEXAS, BEING LOT 2, BLOCK 1 IN THE SHRIDHARANI SUBDIVISION, AND ORDERING THE CHANGING OF THE ZONING MAP THEREOF IN ACCORDANCE WITH SAID CHANGE.**

**Action:**

*Tres Atkins moved to approve ZDC-206-2024, a Specific Use Permit for a Drive-Through Establishment, subject to the conditions of the staff report and authorize the Mayor and/or City Manager to sign the associated documents accordingly. Motion was seconded by Chris Wright and carried unanimously (5-0).*

**20. Consider Development Agreement for ZDC-206-2024**

**Action:**

*Chris Wright moved to approve the Development Agreement for ZDC-206-2024. Motion was seconded by Patrick Souter and carried unanimously (5-0).*

**21. Convene into Executive Session for deliberation regarding real property as permitted under Section 551.072 of the Texas Government Code**

Mayor Wallace announced at 8:45 p.m. the City Council would convene into Executive Session for deliberation regarding real property as permitted under Section 551.072 of the Texas Government Code.

**22. Reconvene and take any necessary action**

The meeting reconvened at 10:35 p.m.

**Action:**

*Patrick Souter moved to approve a supplemental appropriation from the Waxahachie Community Development Corporation reserve fund balance to purchase two parcels of land located on South College Street with ECAD Property IDs of 171150 and 171141 for a combined purchase price of \$75,000 plus any closing and/or survey costs as necessary, as well as, the purchase of 1.309 acres of land located at 441 South College Street with ECAD Property ID of 171143 at a purchase price of \$199,570 plus any closing and survey costs as necessary; and authorize the City Manager to negotiate and execute the purchase contract and any other required documents as necessary to acquire the properties. Motion was seconded by Travis Smith and carried unanimously (5-0).*

(5a)

**Action:**

*Travis Smith moved to approve the Agreement with EHG WAXAHACHIE REALTY, LLC outlining the transfer of ownership, development and operation of the property at 216 North College Street; providing incentives per the agreement; and authorizing the City Manager to execute all documents necessary per the agreement and for the transfer of property. Motion was seconded by Tres Atkins and carried 3-2, with Chris Wright and Patrick Souter voting in opposition.*

**23. Comments by Mayor, City Council, City Attorney and City Manager**

Council Member Tres Atkins recognized B Shift at Fire Station #4 for their excellent response time.

City Manager Michael Scott announced there will be a regional procurement open house with a goal to obtain competitive bidding from local vendors.

Council Member Patrick Souter thanked David McSpadden for his servant's heart. Mr. Souter recognized staff and first responders working in the frigid temperatures and encouraged everyone to check on friends, neighbors, and elderly during this time.

Mayor Pro Tem Chris Wright noted it was an honor to have David McSpadden serve as Honorary Council Member. Mr. Wright thanked the animal advocates for their commitment and passion to addressing the needs in our community. He announced the Truck 4 Pushback Ceremony on January 23<sup>rd</sup> at 9am at Fire Station #4.

Mayor Billie Wallace thanked David McSpadden for his service and passion to change the world. She echoed Council comments and thanked the animal advocates in our community for their work.

Honorary Council Member David McSpadden thanked City Council for their time and commitment to serving Waxahachie and making it a better community.

**24. Adjourn**

There being no further business, the meeting adjourned at 10:37 p.m.

Respectfully submitted,

Amber Villarreal  
City Secretary



Date submitted

**Applicant Information**

Applicant name:

Wayne Strickland

Are you representing the host organization?

Yes

No

Will you be the on-site point of contact during the event?

Yes

No

Phone:

Cell:

Email:

Collegestreetpub@yahoo.com

Mailing address:

210 N. College St.

Host organization name:

Waxahachie Food & Beverage Collective

Alternate contact that will be on-site during the event.

On-site contact name:

Richard Womack

Cell:

**About the Event**

Event name:

Hatchie Gras

Location:

Downtown Waxahachie

An event site map is **REQUIRED** to be submitted with your application.

Anticipated attendance:

500-1,000 throughout the Day.

Description of event:

Parade @ 11am (see parade Route Map)

Following the parade, local restaurants will feature live music as well as themed food & drink specials

How many times has this event been hosted before?

1st time

2-4 times

5 or more times

Location:

Choose the best description of the event:

Festival

Birthday Party / Picnic

Movie Screening

Charitable / Fundraising

Parade

Community / Neighborhood

Private Event

Concert / Live Performance

Run / Walk

Other:



**Event activities include (check all that apply):**

- Amusement rides / Inflatables
- Animals / Petting Zoo
- Announcement / Speeches
- Information / Literature Distribution
- DJ / Recorded Music
- Food – sampled, served, or sold
- Products / Services – given away, sampled, or sold
- Live music
- Street closure
- Other:

**The event is:**

- Private
- Free & open to the general public
- Entry by participation or registration fee
- Entry by admission fee or ticket

Admission information, if applicable:

Include entry or participant fees, ticket prices, donations, and / or fees based on activity.

**Event timeline:**

	Date(s)	Start Time:	End Time:
Event Date	3/1/2025	11 AM	10 pm
Event Set-up			
Event Breakdown			

**Run / Walk:**

Please provide the start time for each distance (if applicable)

\_\_\_\_\_ 1 mile

\_\_\_\_\_ 5K

\_\_\_\_\_ Other distance

Please indicate your expected attendance: \_\_\_\_\_

Number of participants:

- 1-99
- 100-199
- 200-299
- 300+

*Provide route on attached site map.*



(5b)

**Food / Beverage:**

Will the event offer food/beverages? Yes  No

Will event require any food preparation on-site? Yes  No

Will alcohol be served/sold? ON Premise only Yes  No

Sample Downtown Event/Festival Boundary Map

Code of Ordinances Ch. 4 Sec. 4-7 Alcohol at approved festivals and events

If alcohol is served/sold, a licensed peace officer(s) must be onsite throughout the event's operation and outside the perimeter to provide security. Events require one officer with an additional officer per 100 guests. Ex.: <100 attendees would require one officer, 100<200 attendees would require two officers, 200<300 attendees would require three officers, etc.

only @ participating Food Beverage Businesses

**Police / Security Services:**

Personnel needs (indicate all that apply) Request for services is not a guarantee that staff/volunteers will be available.

Event staff How many: 4 (streets) Date(s) & time(s): 3/1/2025 @ 11am

Volunteers How many: \_\_\_\_\_ Date(s) & time(s): \_\_\_\_\_

Private security How many: \_\_\_\_\_ Date(s) & time(s): \_\_\_\_\_

Company name: \_\_\_\_\_

Contact name and number: \_\_\_\_\_

Off duty police How many: \_\_\_\_\_ Date(s) & time(s): \_\_\_\_\_

Have you made arrangements with the police? Yes  No

If no, you will be provided the information on how to make arrangements.

If yes, please provide following information for the person that you made the arrangements with:

Contact name: \_\_\_\_\_ Phone number: \_\_\_\_\_

**Street Closures:**

Does the event propose closing, blocking, or using City streets and/or parking lots? Yes  No

If yes, please list all streets, intersections, and parking lots that apply:

College Street @ RYP on Franklin, let on Rogers S. Parking

Street closings to begin on date: 3/1/2025 start time: 10:30am End time: 11:30am

Will any businesses be impacted by the proposed road closure? Yes  No

**Traffic Safety Equipment:**

Does your event require traffic cones or barricades? Yes  No

If yes, indicate the type of equipment and how many will be used (estimated):

Traffic Cones How many: 60 Barricades How many: 30

Other: Plus 10 Barricades @ Atkins Seafood

Where should equipment be dropped off & picked up?

At street blockage locations.

(5b)



City of Waxahachie  
City Secretary's Office

Special Event Application

\*

When will the traffic equipment be set-up?

Date: \_\_\_\_\_ Time: \_\_\_\_\_

When will the traffic equipment be removed?

Date: \_\_\_\_\_ Time: \_\_\_\_\_

Are you requesting the use of City traffic equipment?

Yes

No

**Availability is not guaranteed**

**Streets cannot be blocked without prior approval.**

**Temporary Tents & Structures:**

Will the event have a tent(s) larger than 10' x 20'?

Yes

No

List the # of tents & sizes:

**Indicate locations on attached required site map.**

**Electrical Services:**

How will electrical services be supplied?

Generator

Franchise Utilities

Both

List contractor / supplier:

Explain services in detail:

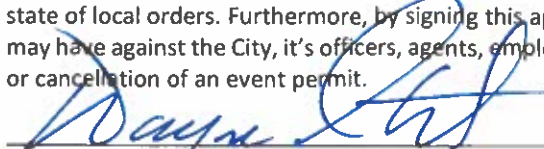
**Insurance**

All events taking place on City of Waxahachie property must provide a certificate of liability insurance and endorsement page. The City of Waxahachie must be listed as an "Additional Insured" in the amount of \$1 million on both pages. Please list the date of the event and location on this certificate and submit at least one month before the event. The City of Waxahachie reserves the right to increase the insurance limits based on the nature and degree of risks to the public.

If you have questions regarding City insurance coverage, please inquire with City of Waxahachie staff after submitting your event application.

**Hold Harmless Clause**

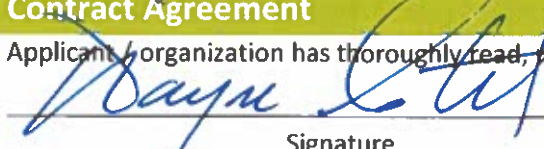
Applicant / organization shall assume all risks incident to or in connection with the approved activity and shall be solely responsible for damage or injury, of whatever kind or nature, to person or property, directly or indirectly arising out of or in connection with the approved activity or the conduct of applicant's operation. Applicant hereby expressly agrees to defend and save the City, it's officers, agents, employees and representatives harmless from any penalties for violation of any law, ordinance, or regulation affecting its activity and from any and all claims, suits, losses, damages or injuries directly or indirectly out of or in connection with the approved activities or conduct of its operation or resulting from the negligence or intentional acts or omissions of applicant or its officers, agents, and employees. Due to Covid-19, I also understand approval of my event is subject to the then current necessary precautions resulting from Covid case trends as well as any change in accordance with federal, state or local orders. Furthermore, by signing this application, applicant hereby agrees to waive any and all claims that applicant may have against the City, it's officers, agents, employees, and representatives arising out of or in connection with the revocation or cancellation of an event permit.

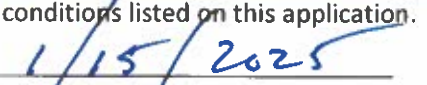
  
\_\_\_\_\_  
Signature

  
\_\_\_\_\_  
Date

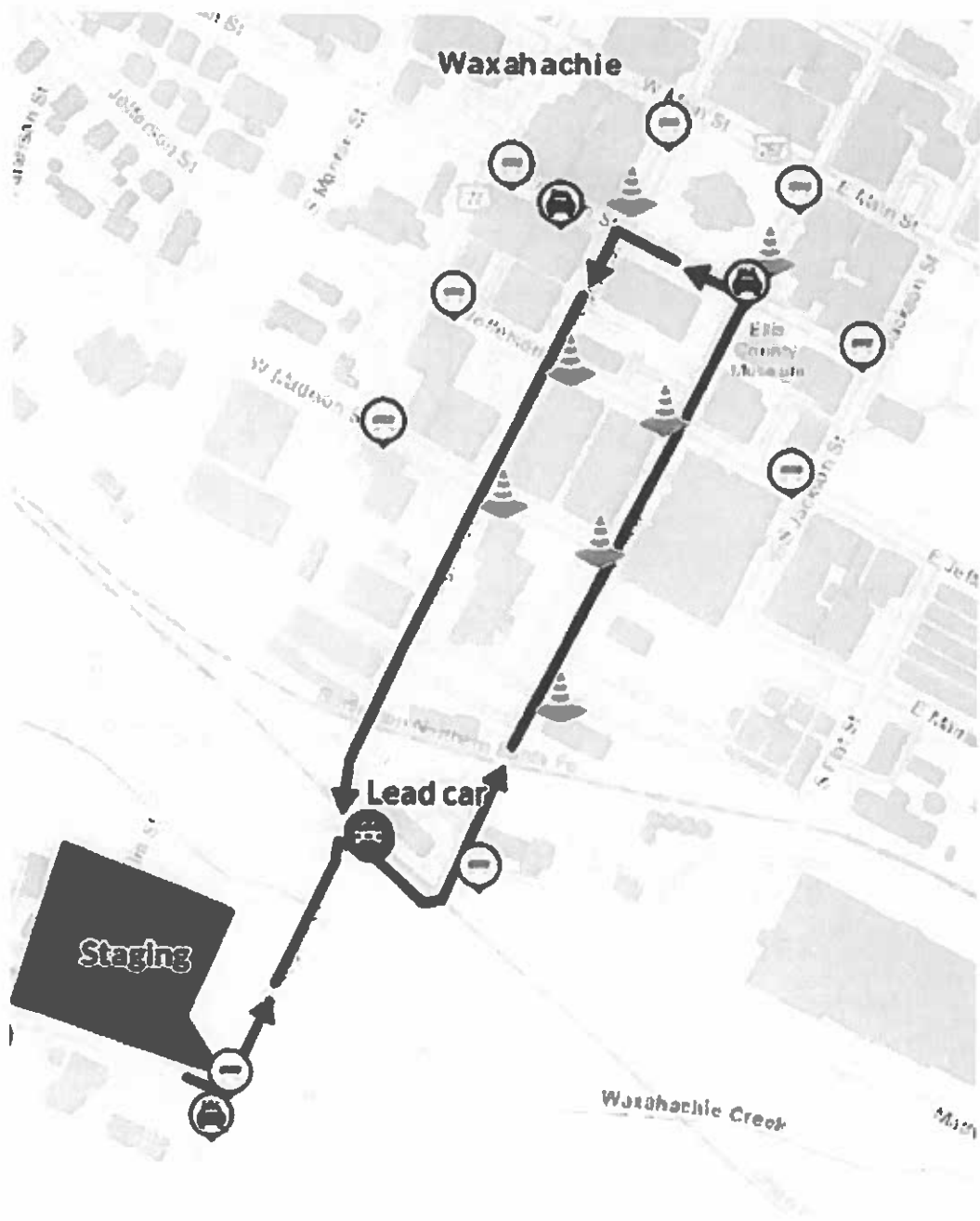
**Contract Agreement**

Applicant / organization has thoroughly read, understands, and agrees to all conditions listed on this application.

  
\_\_\_\_\_  
Signature

  
\_\_\_\_\_  
Date

(5b)



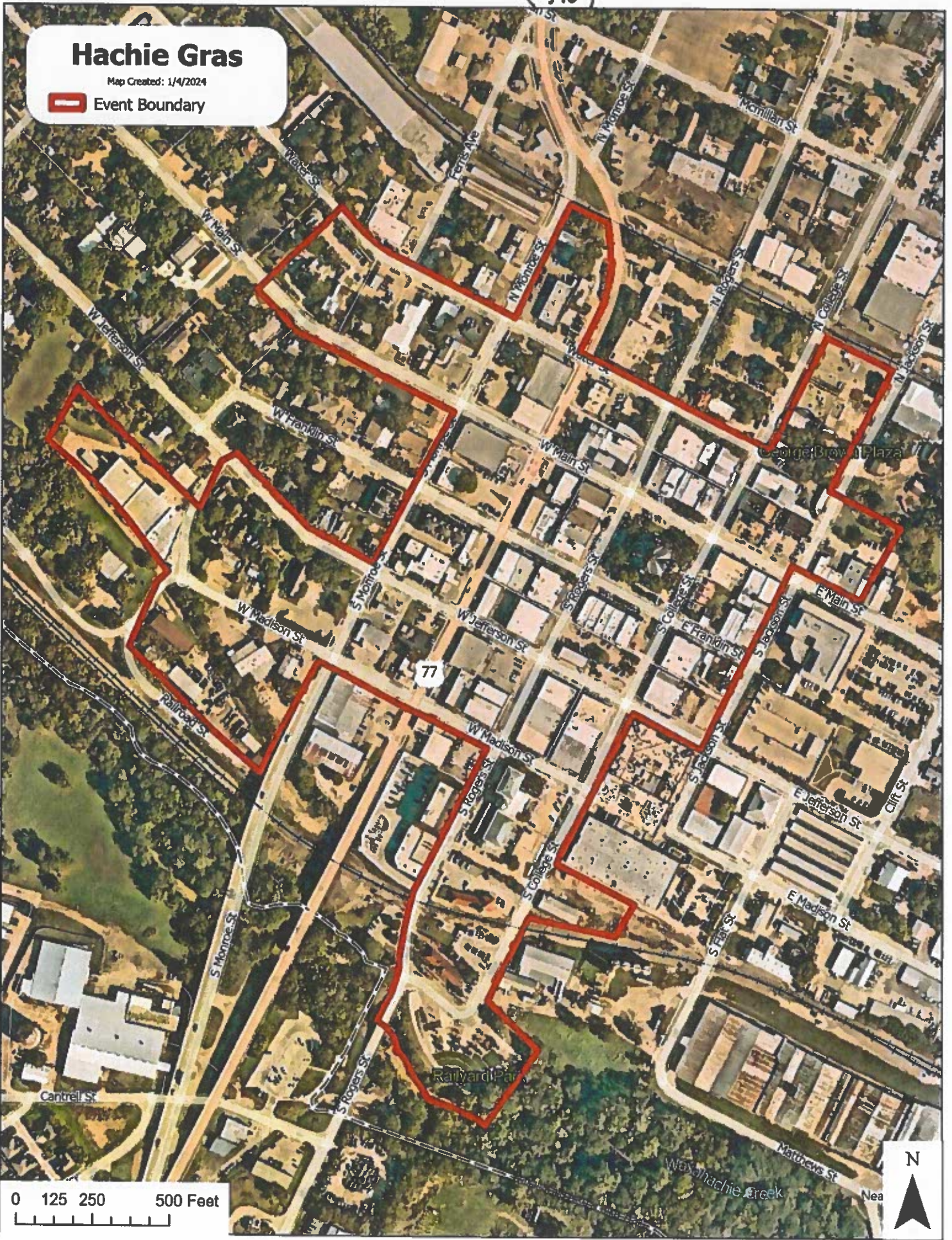
# Parade Route

(5b)

# Hachie Gras

Map Created: 1/4/2024

 Event Boundary



0 125 250 500 Feet



(5b)

**Bonner, Jami**

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**From:** Guinn, Danielle  
**Sent:** Thursday, January 16, 2025 10:27 AM  
**To:** Bonner, Jami; Joe Wiser; Boyd, Ricky; Griffith, Thomas; Donna Insixiengmay; Megan Womack; Mendez, Wally; Tuley, Eleana; Mosley, Laurie; Martinez, Gumaro; Cooper, Kyle; Barnes, Bradley; Campos, Yadira; Gravis, Christopher; Massey, Matt; Stoker, Justin  
**Cc:** Scott, Michael; Lawrence, Albert; Villarreal, Amber  
**Subject:** RE: Event Application - 3-1-25 Hachie Gras

Good Morning,

As I mentioned in yesterday's email, I met with the Waxahachie Food & Beverage Collective yesterday afternoon about the HachieGras event. There are a couple of "asks" that they forgot to put on the application as they have always just been done in the past. I informed them that I would send the requests through; but that because they were not listed on the original application, there is no guarantee of them being granted. However, most of these requests are things we have done for this event in the past for so they shouldn't seem too out of the ordinary.

**Additional Requests:**

1. (3) Port a Potties (2 Regular & 1 ADA) placed at Ellis County Woman's Building as we do not have any public restrooms on that side of Elm St.
  - a. These will be in addition to the permanent port a potties at Railyard as well as requesting for all of the Downtown public restrooms to be unlocked including George Brown Plaza.
2. Metal Barricades or cones blocking off the parking on one side of the street along the parade route as some of the entries are too wide to fit through the route with cars parked on both sides.
3. Barricades at Atkins Seafood to block both driveways, hopefully deterring people from trying to turn into the parking lot where they will have their crawfish boil.
4. Barricades to block off cross streets on the parade route just during the parade (approximately 10:30am – 11:30am)
  - a. (4) Streets Department Staff (per request in application) to put the barricades in place and remove them once the parade is finished
5. Additional Staffing Requested:
  - a. (2) Parks staff members at RYP **\*Parks Department Work Order will be submitted separately to Parks & Recreation Staff\***
  - b. (1) WPD vehicle to lead the parade. Vehicle needs to arrive at Downtown South Parking Lot at 10:45am and should be done by 11:30am.
  - c. (1) WFD Fire engine for the "caboose" of the parade. Vehicle needs to arrive at Downtown South Parking Lot at 10:45am and should be done by 11:30am.
  - d. (1) Officer to serve as traffic control at Cantrell & Rogers as in years past from 10:45am – 11:45am.
  - e. Mayor Wallace and any other City/County VIPs that would like to be a part of the parade are welcome to meet at the Downtown South Parking Lot at 10:45am to hop on a float or in a vehicle.

**Event Schedule:**

- 9:30am: Registration/check-in begins at Downtown South parking lot (manned by Rebekah's & Oddfellows of IOOF Lodge)

(5b)

- 10:00am: DJ Alexx near port-a-potties at Railyard Park on the street level playing thematic music and serving as the parade emcee
- 11:00am: Parade starts at Railyard Park (typically over by 11:30am)
  - Parade Route: The parade will step off at 11am going past Fresh Coffee, up College Street to Franklin, turning left on Rogers circling back to end at the check-in staging area in the Downtown South Parking Lot/underneath Cantrell St. bridge
  - Typically, there are between 15-20 parade entries; the majority of which are singular vehicles as opposed to floats.
- 12:00pm: Parade over, DJ Alexx breaks down and loads out after encouraging everyone to head to the local restaurants for more HachieGras fun

Here is a copy of the disclaimer from the parade application:

- *Rules & Regulations: The parade committee has the right to reject any entry that, in their opinion, is not appropriate. Marching members must be 10 years of age or older to march in the parade. Younger members will be required to ride on or in a vehicle or float. Riding members must remain on the open vehicle at all times once the parade has started. NO EQUINE ENTRIES ALLOWED. Specialty or promotional items, including candy, flags, beads and magnets, are not allowed to be thrown from any vehicle or float. Handing out beads is encouraged. NO 18 WHEELERS ALLOWED FOR ENTRY!*

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**Comments from Danielle as Cultural Arts & Programming Coordinator:**

- Parade Attendance at Railyard Park: FYE 2024 – 25 (Rain), FYE 2023 – 100 (Sunny)
- The Oddfellows & Rebekahs have always been incredible about policing the event and assisting where needed.
- There have not been any issues reported or complaints with this event.
  - I have no concerns or questions about this event.

Thank you for all you & your teams do!

**Danielle Guinn**



Cultural Arts & Programming Coordinator  
City of Waxahachie | Waxahachie CVB

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**Email:** danielle.guinn@waxahachie.com  
**Mobile:** (214) 463-7815  
**Telephone:** (469) 309-4051  
**Address:** 2000 Civic Center Lane, Waxahachie, TX 75165

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[www.VisitWaxahachie.com](http://www.VisitWaxahachie.com)

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**From:** Bonner, Jami <jami.bonner@waxahachie.com>  
**Sent:** Wednesday, January 15, 2025 3:05 PM  
**To:** Joe Wiser <JWiser@waxahachiepd.org>; Boyd, Ricky <RBoyd@waxahachiefire.org>; Griffith, Thomas <john.griffith@waxahachie.com>; Donna Insixiengmay <donna.insixiengmay@waxahachiepd.org>; Megan Womack <megan.womack@waxahachiepd.org>; Mendez, Wally <wmendez@waxahachie.com>; Tuley, Eleana <eleana.tuley@waxahachie.com>; Mosley, Laurie <lmosley@waxahachiecvb.com>; Martinez, Gumaro <gmartinez@waxahachie.com>; Cooper, Kyle <kyle.cooper@waxahachie.com>; Barnes, Bradley <bradley.barnes@waxahachie.com>; Campos, Yadira <ycampos@waxahachie.com>; Gravis, Christopher <christopher.gravis@waxahachie.com>; Massey, Matt <mmassey@waxahachie.com>; Stoker, Justin



Date submitted 1/21/20

**Applicant Information**

Applicant name: Jordan Molina

Are you representing the host organization? Yes  No

Will you be the on-site point of contact during the event? Yes  No

Phone: \_\_\_\_\_ Cell: \_\_\_\_\_

Email: jordan@jordanpopcorn.com

Mailing address: 315 S. Rogers St, Waxahachie, Texas 75165

Host organization name: Waxahachie Downtown Merchants Association

Alternate contact that will be on-site during the event.

On-site contact name: Trudy Hankins Cell: \_\_\_\_\_

**About the Event**

Event name: WDMA - Downtown Shopping Strolls with Alcohol

Location: All around downtown - participating businesses

*An event site map is **REQUIRED** to be submitted with your application.*

Anticipated attendance: 200 participants with wristbands

Description of event: The strolls that include alcohol are ticketed events. IDs will be checked, wristbands given and maps provided with participating locations. Guests stroll to businesses and receive samples of the advertised alcohol type.

**How many times has this event been hosted before?**

1<sup>st</sup> time  2 - 4 times  5 or more times  Location: \_\_\_\_\_

**Choose the best description of the event:**

- |  |   |
|--|---|
| <input type="checkbox"/> Festival        | <input type="checkbox"/> Birthday Party / Picnic          |
| <input type="checkbox"/> Movie Screening | <input type="checkbox"/> Charitable / Fundraising         |
| <input type="checkbox"/> Parade          | <input type="checkbox"/> Community / Neighborhood         |
| <input type="checkbox"/> Private Event   | <input type="checkbox"/> Concert / Live Performance       |
| <input type="checkbox"/> Run / Walk      | <input checked="" type="checkbox"/> Other: Shopping Event |



(5c)

**Event activities include (check all that apply):**

- Amusement rides / Inflatables
- Animals / Petting Zoo
- Announcement / Speeches
- Information / Literature Distribution
- DJ / Recorded Music
- Food – sampled, served, or sold
- Products / Services – given away, sampled, or sold
- Live music
- Street closure
- Other:

**The event is:**

- Private
- Free & open to the general public
- Entry by participation or registration fee
- Entry by admission fee or ticket

Admission information, if applicable:

Include entry or participant fees, ticket prices, donations, and / or fees based on activity.

Ticket prices vary depending on type of alcohol stroll, between \$25-\$40.

**Event timeline:**

	Date(s)	Start Time:	End Time:
Event Date	See	Events Spreadsheet	Attached
Event Set-up	n/a		
Event Breakdown	n/a		

**Run / Walk:**

Please provide the start time for each distance (if applicable)

\_\_\_\_\_ 1 mile      \_\_\_\_\_ 5K      \_\_\_\_\_ Other distance

Please indicate your expected attendance: \_\_\_\_\_

Number of participants:

- 1-99
- 100-199
- 200-299
- 300+

*Provide route on attached site map.*



**Food / Beverage:**

Will the event offer food/beverages? Yes  No

Will event require any food preparation on-site? Yes  No

Will alcohol be served/sold? Yes  No

[Sample Downtown Event/Festival Boundary Map](#)

[Code of Ordinances Ch. 4 Sec. 4-7 Alcohol at approved festivals and events](#)

*If alcohol is served/sold, a licensed peace officer(s) must be onsite throughout the event's operation and outside the perimeter to provide security. Events require one officer with an additional officer per 100 guests. Ex.: <100 attendees would require one officer, 100<200 attendees would require two officers, 200<300 attendees would require three officers, etc.*

**Police / Security Services:**

Personnel needs (indicate all that apply) Request for services is not a guarantee that staff/volunteers will be available.

Event staff            How many: \_\_\_\_\_ Date(s) & time(s): \_\_\_\_\_

Volunteers            How many: \_\_\_\_\_ Date(s) & time(s): \_\_\_\_\_

Private security      How many: \_\_\_\_\_ Date(s) & time(s): \_\_\_\_\_

Company name: \_\_\_\_\_

Contact name and number: \_\_\_\_\_

Off duty police      How many: \_\_\_\_\_ Date(s) & time(s): \_\_\_\_\_

Have you made arrangements with the police? Yes  No

If no, you will be provided the information on how to make arrangements.

If yes, please provide following information for the person that you made the arrangements with:

Contact name: \_\_\_\_\_ Phone number: \_\_\_\_\_

**Street Closures:**

Does the event propose closing, blocking, or using City streets and/or parking lots? Yes  No

If yes, please list all streets, intersections, and parking lots that apply: \_\_\_\_\_

Street closings to begin on date: \_\_\_\_\_ Start time: \_\_\_\_\_ End time: \_\_\_\_\_

Will any businesses be impacted by the proposed road closure? Yes  No

**Traffic Safety Equipment:**

Does your event require traffic cones or barricades? Yes  No

If yes, indicate the type of equipment and how many will be used (estimated):

Traffic Cones            How many: \_\_\_\_\_ Barricades    How many: \_\_\_\_\_

Other: \_\_\_\_\_

Where should equipment be dropped off & picked up?



City of Waxahachie  
City Secretary's Office

(5c)

Special Event Application

When will the traffic equipment be set-up?

Date: \_\_\_\_\_ Time: \_\_\_\_\_

When will the traffic equipment be removed?

Date: \_\_\_\_\_ Time: \_\_\_\_\_

Are you requesting the use of City traffic equipment?

Yes

No

**Availability is not guaranteed**

**Streets cannot be blocked without prior approval.**

**Temporary Tents & Structures:**

Will the event have a tent(s) larger than 10' x 20'?

Yes

No

List the # of tents & sizes:

**Indicate locations on attached required site map.**

**Electrical Services:**

How will electrical services be supplied?

Generator

Franchise Utilities

Both

List contractor / supplier:

Explain services in detail:

**Insurance**

All events taking place on City of Waxahachie property must provide a certificate of liability insurance and endorsement page. The City of Waxahachie must be listed as an "Additional Insured" in the amount of \$1 million on both pages. Please list the date of the event and location on this certificate and submit at least one month before the event. The City of Waxahachie reserves the right to increase the insurance limits based on the nature and degree of risks to the public.

If you have questions regarding City insurance coverage, please inquire with City of Waxahachie staff after submitting your event application.

**Hold Harmless Clause**

Applicant / organization shall assume all risks incident to or in connection with the approved activity and shall be solely responsible for damage or injury, of whatever kind or nature, to person or property, directly or indirectly arising out of or in connection with the approved activity or the conduct of applicant's operation. Applicant hereby expressly agrees to defend and save the City, it's officers, agents, employees and representatives harmless from any penalties for violation of any law, ordinance, or regulation affecting its activity and from any and all claims, suits, losses, damages or injuries directly or indirectly out of or in connection with the approved activities or conduct of its operation or resulting from the negligence or intentional acts or omissions of applicant or its officers, agents, and employees. Due to Covid-19, I also understand approval of my event is subject to the then current necessary precautions resulting from Covid case trends as well as any change in accordance with federal, state or local orders. Furthermore, by signing this application, applicant hereby agrees to waive any and all claims that applicant may have against the City, it's officers, agents, employees, and representatives arising out of or in connection with the revocation or cancellation of an event permit.

Jordan Molina  
Signature

1/21/2025  
Date

**Contract Agreement**

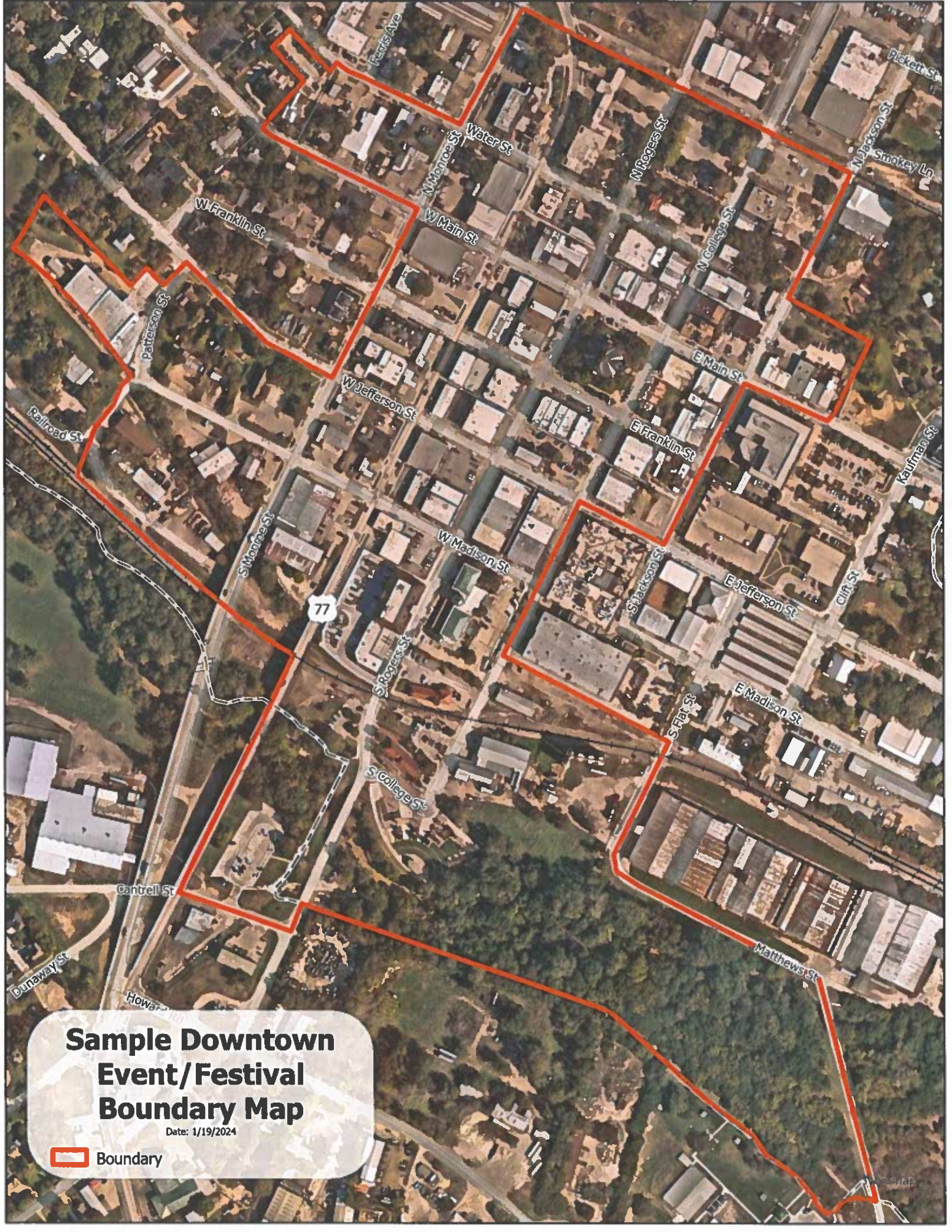
Applicant / organization has thoroughly read, understands, and agrees to all conditions listed on this application.

Jordan Molina  
Signature

1/21/2025  
Date


(5c)

<b>WDMA ALCOHOL EVENTS 2025</b>	
<b>Event Name</b>	<b>Date</b>
St Patty's Day Beer Stroll	Mar 15
Whiskey Stroll	Jun 14
Cool Down Event/Stroll	August 9
Wine Stroll	Nov 15
Santa's Craft Beer Stroll	Dec 13



# Sample Downtown Event/Festival Boundary Map


Date: 1/19/2024

 Boundary

(5d)



## Memorandum

**To:** Honorable Mayor and City Council  
**From:** Joe Wiser, Chief of Police  
**Thru:** Michael Scott, City Manager   
**Date:** February 3, 2025  
**Re:** Racial Profiling Report and Analysis for 2024

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The Waxahachie Police Department has completed its data analysis on citizen contacts. State law requires that each police agency keep records of any traffic stop that results in a citation or arrest in an effort to identify any racial profiling that might be occurring. State law requires that the data be submitted to the Texas Commission on Law Enforcement, and, to the law enforcement's governing body no later than March 1<sup>st</sup> of the following year.

The Waxahachie Police Department is committed to providing the highest level of police service to the community without any racial bias. The enclosed report will illustrate the efforts of the police department and will show that we do not engage in racial profiling.

The data in the report has been submitted to the State as required and we will continue to collect data as required. The rules related to the reporting requirements are enumerated under the Texas Occupations Code 1701.164 and the Texas Code of Criminal Procedure article 2.131-2.138.

Please feel free to contact me if you have any questions regarding the report.

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# WAXAHACHIE POLICE DEPARTMENT



## **2024 CITIZEN CONTACT REPORT**

January 24, 2025

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### **Executive Summary**

The Texas Code of Criminal Procedure (CCP) requires the annual reporting to the local governing body of data collected on the race or ethnicity of individuals stopped and issued citations or arrested for traffic violations and whether those individuals were searched. These articles have been reorganized and are now in Chapter 2B of the Code of Criminal Procedure. See the relevant statutes in Appendix A.

The analysis of material and data from the Waxahachie Police Department revealed the following:

The analysis of statistical information from WPD reveals that there are not any indications of systemic racial profiling by the department.

The WPD is in full compliance with applicable Texas law concerning the prohibition of racial profiling.

This report was prepared for the Waxahachie Police Department by:



## Introduction

### **The Waxahachie Commitment**

The Waxahachie Police Department is committed to being the very finest of police departments. The department actively seeks to improve, train, and develop its employees in order to provide the best service to our citizens and visitors. The police department is committed to being unbiased in policing and to police in a fair manner.

### **Accreditation**

The Waxahachie Police Department is an accredited agency. There are approximately 213 accredited agencies in the State while there are more than 2,700 law enforcement agencies in the State. Waxahachie is committed to being the best and has been accredited for the past fourteen years. They are committed to continuing their involvement in the accreditation program and performing to the standards in the accreditation program.

### **Training**

The Waxahachie Police Department provides more than twice the required training to its police officers. The State mandates certain training and requires 40 hours of training in a two year period. The Waxahachie Police Department doubles that training standard. Each year, the department develops a 30-40 hour curriculum that addresses required training, desired training and training on current issues. Officers in specialized positions receive additional training related to their assignment. The result is better trained officers, and better service to the citizens and visitors of Waxahachie.

### **Use of Force Review**

As part of the accreditation program and their commitment to excellence, the Waxahachie Police Department reviews every incident involving the use of force. Each incident is detailed on a separate report and reviewed by every supervisor in the involved officer's chain of command. The incident is reviewed from multiple aspects. First, it is reviewed to determine if the actions were within law and within policy. Second, the incident is reviewed to determine if better tactics could have been utilized. The involved officers are then corrected, coached, or commended for the actions.

### **Implicit Bias/Unconscious Bias**

We recognize that racial profiling is based on implicit or unconscious bias. The Waxahachie Police Department has provided implicit bias training to every officer and continues in its efforts to address implicit bias. Every new officer receives this training before they begin working on the streets. This is another aspect of the overall Waxahachie training program.

### **In-Car Video – Body Cameras**

The Waxahachie Police Department equips every Patrol vehicle with an in-car video camera and every Patrol officer with a body camera. It should be noted that the department implemented the use of body cameras before there was

(5d)

public demand for them. While expensive, the department feels that the investment is worthwhile to build public trust and reinforce accountability.

### **Citizen Contact Report**

This report details an analysis of the Waxahachie Police Department's statistical information on citizen contacts for the year 2024. It should be noted at the outset, that according to the State of Texas, "race" means "of a particular descent, including Caucasian, African, Hispanic, Asian, or Native American descent". For purposes of this report, these categories or definitions are used. Note that the State does not allow for multi-race individuals or an "Other" category.

This report has been prepared to specifically comply with the Texas Code of Criminal Procedure regarding the compilation and analysis of citizen contacts data. The full copies of the applicable laws and regulations pertaining to this report are contained in Appendix A.

This report includes the statistical data on citizen contacts from the department's data system, an analysis of the information, copies of relevant statutes, and supervisor video review logs. There are four sections in this report. Section 1 is the Waxahachie collection of policies related to racial profiling, Section 2 is related to training, Section 3 defines the complaint process and Section 4 is the data analysis.

For the purposes of this report and analysis, the following definition of racial profiling is used: Racial profiling means a law enforcement-initiated action based on an individual's race, ethnicity, or national origin rather than on the individual's behavior or on information identifying the individual as having engaged in criminal activity (Texas CCP Article 3.05).

The demographic information contained in this report was taken from the demographic profile from the 2020 census and from the projected populations from the census bureau. Additional demographic information may be used if available. Waxahachie demographic information was compared to Ellis County information and nearby cities for analytical and comparison purposes.

The greatest challenge in presenting meaningful numbers is using an appropriate comparison. Census data is the most readily available data that identifies the demographics of the city and county. However, the accuracy of census data is always questioned and even if accurate in the beginning, the data becomes aged and out of date as the decade progresses. Since the data is only collected every ten years, the data becomes less and less accurate with each passing year.

Even if the census data is fresh, there are still questions about the accuracy of the data. In some of the data, the numbers do not add up. The Census Bureau considers Hispanics to be a culture and not a race, so there are White Hispanics and Black Hispanics. This can cause some individuals to be counted twice, depending on how the individual completes the Census survey form. On the other hand, the State of Texas considers "Hispanic" to be a race. However, the State does not provide any census data based on their definitions of race.

(5d)

Other challenges related to the statistical comparisons relate to the percentage of contacts with residents vs. non-residents vs. regional visitors, etc. There are several major thoroughfares through Waxahachie and many people who are stopped for traffic violations do not live in the city or the county.

Through the Waxahachie Chamber of Commerce, it has been revealed that for every person that comes to Waxahachie and spends money, the ratio of non-residents to residents is 2:1. In other words, 66% of the people spending money in Waxahachie are coming from outside the city. This demonstrates that out-of-town visitors are not only travelling on the major thoroughfares but also on secondary roads and streets throughout the city. While some events in the city draw visitors from outside of the State, most visitors are going to be from surrounding communities. The census data from those communities are included in our review to determine if the racial makeup of those communities is similar to Waxahachie. As the data shows, there are significant racial differences in nearby communities as compared to Waxahachie.

The population and race statistics are shown below for both the city of Waxahachie and for Ellis County. The projected population and demographics for July 2023 by the US Census Bureau was also examined. This data illustrates changes in the demographics from the 2020 census.

**2020 Population – City of Waxahachie\* US Census**

<b>Total Population</b>	<b>41,140</b>	
	Caucasian (Not Hispanic)	58%
	African (Black)	14%
	Amer. Indian	1%
	Asian	1%
	Hispanic	26%
	Two or more races	14%
	Pacific Island	0%

However, the percentages are different when looking at the projected population and demographics from Census.gov for July 2023. The more current projections are as follows:

<b>Total Population</b>	<b>47,201</b>	
	Caucasian (Not Hispanic)	55%
	African (Black)	15%
	Amer. Indian	1%
	Asian	1%
	Hispanic	24%
	Two or more races	12%
	Pacific Island	1%

(5d)

**2023 Projected Population – Ellis County US Census**

<b>Total Population</b>	<b>222,829</b>	
	Caucasian (Not Hispanic)	52%
	African (Black)	17%
	Amer. Indian	1%
	Asian	1%
	Hispanic	28%
	Two or more races	2%
	Pacific Island	0%

Due to the fact that 66% of individuals spending money in Waxahachie are non-residents, the population data from nearby communities was reviewed. It is reasonable to assume that most of the non-resident visitors are coming from nearby cities. The following data represents nearby communities that would be coming to Waxahachie on a regular basis. The data below is the 2023 projected populations from the US Census Bureau.

<b>Red Oak</b>	<b>Total Population</b>	<b>18,624</b>
	Two Races	11%
	White	36%
	Black	37%
	Amer. Indian	1%
	Asian	2%
	Pacific Island	0%
	Hispanic	21%

<b>DeSoto</b>	<b>Total Population</b>	<b>55,740</b>
	Two Races	11%
	White	15%
	Black	68%
	Amer. Indian	0%
	Asian	1%
	Pacific Island	0%
	Hispanic	19%

(5d)

<b>Duncanville</b>	<b>Total Population</b>	<b>38,883</b>
	Two Races	16%
	White	23%
	Black	31%
	Amer. Indian	1%
	Asian	1%
	Pacific Island	0%
	Hispanic	43%

<b>Cedar Hill</b>	<b>Total Population</b>	<b>48,411</b>
	Two Races	11%
	White	16%
	Black	51%
	Amer. Indian	0%
	Asian	2%
	Pacific Island	0%
	Hispanic	28%

<b>Midlothian</b>	<b>Total Population</b>	<b>41,352</b>
	Two Races	13%
	White	65%
	Black	11%
	Amer. Indian	1%
	Asian	0%
	Pacific Island	0%
	Hispanic	20%

In addition to the above listed communities, we also reviewed the data from Dallas County due to the fact that most outside visitors to Waxahachie would be coming from Dallas County. Dallas County is adjacent to Ellis County and has the most population near Waxahachie as compared to any other adjacent county.

<b>Dallas County</b>	<b>Total Population</b>	<b>2,606,358</b>
	Two Races	2%
	White	27%
	Black	24%
	Amer. Indian	1%
	Asian	7%
	Pacific Island	0%
	Hispanic	41%

(5d)

As previously stated, the State of Texas has defined "Race or ethnicity" as the following categories: Alaska Native or American Indian; Asian or Pacific Islander; black; white; and Hispanic or Latino. Since the State is requiring the reporting, we are required to use their definition but for comparison purposes, we must use Census data and their definitions. The State does not include a category of "Other" or consider Two Races or more. Therefore, a portion of the population has to be grouped into one of the defined categories resulting in an inaccuracy of data.

Another issue to consider when reviewing the data is that our population is constantly growing and changing. In the decade of 2010-2020, Texas was the largest growing state in the United States. Ellis County grew from 150,408 in 2010 to 222,829 in 2023, experiencing significant growth.

## **PART I. WPD POLICY**

### **Waxahachie Police Department Policy on Racial Profiling**

A review of WPD policies reveal that the department has adopted policies to be in compliance with the Texas Code of Criminal Procedure. There are seven specific requirements mandated by Article 2B.0053 that a law enforcement agency must address. All seven are clearly covered in Departmental policies. The General Orders provide clear direction that any form of racial profiling is prohibited and that officers found engaging in inappropriate profiling may be disciplined up to and including termination. The policies also provide a very clear statement of the agency's philosophy regarding equal treatment of all persons regardless of race, ethnicity, or social status. Waxahachie Police Department Policy 3.08 states in part:

#### **II. POLICY:**

- 4. POLICING IMPARTIALY** – Investigative detentions, traffic stops, arrests, searches, and property seizures by officers will be based on a standard of reasonable suspicion or probable cause in accordance with the Fourth Amendment of the U.S. Constitution. Officers must be able to articulate specific facts and circumstances that support reasonable suspicion or probable cause for investigative detentions, traffic stops, arrests, nonconsensual searches, and property seizures.
- B.** Race/ethnicity will never be used as the sole basis for probable cause or reasonable suspicion. Officers may take into account the reported race or ethnicity of a specific suspect or suspects based on trustworthy, locally relevant information that links a person or persons of a specific race/ethnicity to a particular unlawful incident(s).

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### **III. DEFINITIONS**

4. **BIAS BASED PROFILING** - Means a law enforcement-initiated action based on an individual's race, ethnicity, national origin, gender, sexual orientation, religion, economic status, age, cultural group, or other identifiable group, rather than on the individual's behavior or on information identifying the individual as having engaged in criminal activity.
- B. RACIAL PROFILING** means a law enforcement-initiated action based on an individual's race, ethnicity, or national origin rather than on the individual's behavior or on information identifying the individual as having engaged in criminal activity.

### **IV. PROCEDURES**

- A. PROHIBITED** – The Waxahachie Police Department strictly prohibits police officers employed by this agency to engage in acts of racial profiling or bias based profiling as defined above.

#### **B. PREVENTING PERCEPTIONS OF BIASED POLICING**

1. In an effort to prevent inappropriate perceptions of biased law enforcement, each officer shall do the following when conducting pedestrian and vehicle stops:
  - a. Be courteous and professional.
  - b. Introduce yourself to the citizen (providing name and agency affiliation), and state the reason for the stop as soon as practical, unless providing this information will compromise officer or public safety.
  - c. Ensure that the detention is no longer than necessary to take appropriate action for the known or suspected offense, and that the citizen understands the purpose of reasonable delays.
  - d. Answer any questions the citizen may have, including explaining options for traffic citation disposal, if relevant.
  - e. Provide your name and I.D. number when requested, in writing or on a business card.
  - f. Apologize and/or explain if you determine that the reasonable suspicion was unfounded (i.e., after an investigatory stop).

#### **C. COMPLIANCE**

1. Each officer will receive training in racial profiling so that they are aware of the issues, the impact on policing and the negative impact on society.
2. Violations of this policy shall result in disciplinary action as set forth in the department's rules and regulations.

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**D. SUPERVISION & ACCOUNTABILITY** Supervisors shall ensure that all personnel in their command are familiar with the content of this policy and are operating in compliance with it.

**E. COMPLAINT & INVESTIGATION PROCESS**

1. The department will receive and investigate Racial Profiling or Bias Based Profiling complaints in accordance with the State law requirements and applicable departmental procedures and rules concerning the receiving and investigation of citizen complaints.
2. The department shall accept complaints from any person who believes he or she has been stopped or searched based on bias profiling or racial, ethnic or national origin profiling. No person shall be discriminated against because he or she filed such a complaint.
3. Any employee who receives an allegation of racial profiling or bias profiling, including the officer who initiated the stop, shall record the person's name, address, and telephone number, and forward a complaint through the appropriate channel or direct the individual(s) to whom they may see. Any employee contacted shall provide to that person a copy of a complaint form or the instructions of the department's process for filing a complaint. All employees will report any allegation of racial profiling to their superior as soon as possible.
4. Investigation of a complaint shall be conducted in a thorough and timely manner. Complaints will be acknowledged in writing to the initiator who will receive disposition regarding said complaint within a reasonable period of time. The investigation shall be reduced to writing and any reviewer's comments or conclusions shall be filed with the chief of police and/or his designee. When applicable, findings and/or suggestions for disciplinary action, retraining, or changes in departmental policy shall be filed and approved by the Chief of Police.
5. If a bias or racial profiling complaint is sustained against any member of the department, it will result in the appropriate corrective and/or disciplinary action, up to and including employment termination.
6. If there is a departmental video or radio recording of the events upon which a complaint of racial profiling is based, upon commencement of an investigation by this department into the complaint and by written request of the accused employee, this department will provide a copy of the recording to that employee.

**F. PUBLIC EDUCATION DENOUNCING RACIALLY BASED POLICING**

1. This department will inform the public of its statement of policy denouncing racial profiling.
2. Inform the public concerning the complaint process.
3. Methods that may be utilized to inform the public are publications, news media, website, radio service, or civic presentations, and electronic media formats.

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#### **G. CITATION DATA COLLECTION & REPORTING**

1. An officer is required to collect information relating to traffic stops in which a citation or warning is issued and to arrests made as a result of those stops. On the citation officers must include:
  - a. The violator's race or ethnicity;
  - b. Whether a search was conducted or not;
  - c. Was the search consensual; and
  - d. Whether physical force was used that resulted in bodily injury;
  - e. Whether race was known prior to stop.
  - f. The location of the stop
  - g. The reason for the stop

#### **H. ANNUAL REPORTING**

1. By March of each year, the Chief of Police shall submit a report to the City Council that includes the information gathered by the citations. The report will include information related to the data collected as defined above in H.1 "Citation Data Collection and Reporting".

#### **I. USE OF VIDEO AND AUDIO EQUIPMENT**

1. Each motor vehicle regularly used by this department to make traffic and pedestrian stops is equipped with a video camera and transmitter-activated equipment; and
2. Each traffic and pedestrian stop made by an officer of this department that is capable of being recorded by video and audio as appropriate is recorded.
3. This department shall retain the video recorded traffic and pedestrian stops for at least ninety (90) days after the date of the stop. If a complaint is filed with this department alleging that an officer has engaged in racial profiling with respect to a traffic or pedestrian stop, this department shall retain the video recording of the stop until final disposition of the complaint.
4. Supervisors will ensure officers of this department are recording their traffic and pedestrian stops. Recordings will be routinely reviewed by supervisors and logged on the Video Camera Review Log. A minimum of three videos every six months for each officer will be reviewed.  
(See Appendix B for video review logs)

## **PART 2 – TRAINING**

### **Waxahachie Police Department Training and Education on Citizen Contacts**

Texas Occupation Code § 1701.253 and § 1701.402 require that curriculum be established and training certificates issued on citizen contacts for all Texas Peace officers. Documentation provided by WPD reveals that citizen contacts training and certification has occurred and has either been provided to all officers in the department

(5d)

or is being obtained for new officers. New officers are typically trained as they are hired.

As mentioned in the introduction, each year, the Waxahachie Police Department develops a 40-hour training curriculum for all officers, thus doubling the amount of training that is required by the Texas Commission on Law Enforcement (TCOLE). Implicit Bias training was provided to the entire department a couple of years ago and is not included in each new officer's training.

### **PART 3 – COMPLAINT PROCESS**

#### **Waxahachie Police Department Complaint Process and Public Education on Citizen Contacts**

Article 2B.0053(b)(3),(4) of the Texas Code of Criminal Procedure requires that law enforcement agencies implement a complaint process on citizen contacts and that the agency provide public education on the complaint process. The department has prepared a brochure on the citizen complaint process which includes a specific section on citizen contacts. The brochure is clearly written and provides detailed information on the process and whom to contact to file a complaint.

#### **Waxahachie Police Department Video Review**

In accordance with State mandates, the Waxahachie Police Department regularly reviews video footage captured by cameras installed in the patrol vehicles. The footage is chosen randomly and a log is maintained documenting the review. In addition to random viewing, the footage is reviewed when related to complaints or evidence. There were no violations of racial profiling prohibitions found during this process. The 2023 video review log is attached to this report.

### **PART 4 – DATA ANALYSIS**

#### **Waxahachie Police Department Statistical Data on Citizen Contacts**

The Code of Criminal Procedure requires that law enforcement agencies collect statistical information on traffic stops and detentions with specific information on the race of the person stopped. In addition, information concerning searches of persons and whether or not the search was based on consent or probable cause is also collected.

#### **Analysis of Traffic Stops**

Waxahachie Police Officers made a total of 17,590 traffic stops or contacts during 2024. Figure 1 depicts the percentages of people detained by race. As can be seen, the percentages of those stopped are generally similar to the percentages of the

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Waxahachie population. For example, 24% of Waxahachie is Hispanic and 26% of the traffic stops were Hispanic drivers. African/Americans make up 15% of Waxahachie and 27% of traffic stops were African/American drivers. Caucasians make up 55% of the population in Waxahachie and the percentage of traffic stops for Caucasians was 46%. It would be highly unlikely that the racial percentages of traffic stops would match the community racial makeup. However, in reviewing the statistics, there is no indication that racial profiling is occurring. The statistical differences may be due to any number of factors.

It should be noted that the race of drivers is determined by the officer's perception. The law allows for the determination to be made by either perception or by asking. However, it is generally believed that asking for the person's race would often result in an argument or confrontation due to the issue of race being brought up by the officer. In reality, if an officer was engaging in profiling it would be based on perception anyway, so using perception as a determination is appropriate.

It is important to note that in 96% of traffic stops, the officer does not know the race of the individual when the stop is initiated. The race of the individual is not observed until actual contact is made.

**Figure 1**  
Traffic stops – Overall Total 17,590

	Caucasian	Asian	Hispanic	African/ Black	Amer. Indian	Two Races	
Total Contacted	8084	156	4494	4721	135	--	
Percentage	46%	1%	26%	27%	1%	--	
Waxahachie Population*	55%	1%	24%	15%	1%	12%	
Ellis Population	52%	1%	28%	17%	1%	2%	

\* Based on 2023 projections

As previously noted, officers do not stop only city residents or County residents. They often stop individuals who live outside of the County. The major thoroughfares in Waxahachie bring county, regional, and out-of-state residents through the city. However, the use of city and county population data is most appropriate because these residents would have the highest likelihood of using Waxahachie roadways. Using the city and county population data, percentage of traffic stops by race appear both expected and understandable.

The race categories with the most significant differences between the Waxahachie population and the traffic stops are the categories of Caucasian and African/Black. In the case of Caucasian, there is a difference of 9% and in the African/Black category; there is a difference of 12%. It should also be noted that the census recognizes and

(5d)

separates individuals who are two races or more but the State does not. So, it is reasonable to assume that some of those individuals in the Two Race category would be distributed into the single race categories, thus changing those percentages.

As previously stated, it is difficult to draw any conclusions from statistics alone. Many of the traffic violations noted by officers are impacted by socio-economic factors. In low income categories, it is more common to see equipment violations on vehicles and therefore the traffic stops increase. Officers observe the violation and make the stop. Officers also have the ability to check vehicles to determine if the owner is wanted without ever stopping the vehicle or contacting the driver. Individuals in a lower socio-economic category are more likely to have traffic warrants due to the expense of the fines. Again, it results in a traffic stop to determine if the driver is the wanted individual. A more telling indication of racial profiling in a department is the number of complaints related to racial profiling, the nature of internal complaints and the relationship that the department has with the minority communities.

The Waxahachie Police Department has a very strong relationship with the minority communities and in particular, the African-American community. The Chief has long standing relationships with many of the African-American leaders. The Department does not receive many complaints of racial profiling and they put an emphasis on training and accountability.

In summary, while some of the statistics do not match the community population percentages, there is no indication that the department engages in racial profiling.

### **2024 Analysis of Searches**

The State statute requires police departments to capture data related to searches. Unfortunately, the statute does not define "search". The term "search" can mean different things to different people and the term can mean one thing to law enforcement and another to citizens. The definitions listed below are the terms and definitions relative to law enforcement.

Frisk – a "frisk" is used when an officer has a reasonable suspicion that the individual may be armed or may have a weapon within reach in the vehicle. The frisk may involve the person or it may involve the vehicle. The officer can check for weapons in those areas of a vehicle that are within reach of the vehicle occupant. This is not considered a "search" by law enforcement but might be considered a search by the vehicle occupant.

Vehicle Search – a complete search of a vehicle based on probable cause or consent. If an officer has probable cause to be belief that there is contraband or evidence in a vehicle, the officer may search the vehicle. The vehicle occupant can also give consent for the officer to search the vehicle regardless whether probable cause exists.

Vehicle Inventory – a vehicle inventory is conducted after an individual is arrested to ensure the safekeeping of any valuables in the vehicle. The

(5d)

department is responsible for the vehicle and its contents after an individual is arrested out of that vehicle. The inventory is not considered a search by law enforcement but may be considered a search by the vehicle owner.

Search Incident to Arrest – This search refers to a search of an individual after they have been arrested. The Courts have recognized that it is necessary to search individuals after they are arrested to ensure the safety of the officers and the security of the jail facility.

It should be noted that it is common to have multiple searches in a single event. The event could start with a vehicle search that results in an arrest. Then, the individual would be searched incident to the arrest and the vehicle would be inventoried prior to being towed. In this instance, there would be three identifiable searches conducted.

The table below reports the summaries for the total number of persons searched subsequent to being stopped by WPD for traffic offenses and either cited to court or searched prior to being arrested. Individuals are searched after being stopped for a variety of reasons. Officers may be concerned for their personal safety (the possibility of a weapon), they may have probable cause that a crime has been committed and the person stopped is concealing evidence of the crime, or they may only have a suspicion of a criminal offense and request consent from the person to search the person or vehicle.

**Figure 2**

The tables below show that 1,086 searches were conducted and there was contraband found in 467 of those searches.

Search Conducted?	
Yes	1086
No	16504
	<b>17590</b>

Reason for Search	
Consent	406
Plain View Contraband	15
Probable Cause	598
Inventory	15
Incident to arrest	52
	<b>1086</b>

(5d)

<b>Contraband</b>	
Yes	467
No	619
	<b>1086</b>
<b>Type of Contraband</b>	
Alcohol	74
Currency	24
Drugs	328
Other	27
Weapons	14
Stol. Property	0
	<b>467</b>

Legislation requires that agencies submit specified data to the Texas Commission on Law Enforcement (TCOLE). The data submitted is as follows:

## TCOLE Submitted Data

### MOTOR VEHICLE RACIAL PROFILING INFORMATION

#### 1. STOPS

1. \*TOTAL STOPS: 17590

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#### 2. STREET ADDRESS OR APPROXIMATE LOCATION OF THE STOP

1. \*CITY STREET: 10992
2. \*US HIGHWAY: 5600
3. \*STATE HIGHWAY: 909
4. \*COUNTY ROAD: 59
5. \*PRIVATE PROPERTY OR OTHER: 30

(5d)

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3. WAS RACE OR ETHNICITY KNOWN PRIOR TO STOP?

1. \*YES: 727  
2. \*NO: 16863
- 

4. RACE OR ETHNICITY

1. \*ALASKA NATIVE/AMERICAN INDIAN: 135  
2. \*ASIAN/PACIFIC ISLANDER: 156  
3. \*BLACK: 4721  
4. \*WHITE: 8084  
5. \*HISPANIC/LATINO: 4494
- 

5. GENDER

1. \*FEMALE: 6836
1. \*ALASKA NATIVE/AMERICAN INDIAN: 36  
2. \*ASIAN/PACIFIC ISLANDER: 54  
3. \*BLACK: 1944  
4. \*WHITE: 3400  
5. \*HISPANIC/LATINO: 1402
2. \*MALE: 10754
1. \*ALASKA NATIVE/AMERICAN INDIAN: 99  
2. \*ASIAN/PACIFIC ISLANDER: 102  
3. \*BLACK: 2777  
4. \*WHITE: 4684  
5. \*HISPANIC/LATINO: 3092
- 

6. REASON FOR STOP?

1. \*VIOLATION OF LAW: 1548
1. \*ALASKA NATIVE/AMERICAN INDIAN: 5  
2. \*ASIAN/PACIFIC ISLANDER: 1

(9d)

3. *BLACK:	509
4. *WHITE:	648
5. *HISPANIC/LATINO:	385
2. *PREEXISTING KNOWLEDGE:	536
1. *ALASKA NATIVE/AMERICAN INDIAN:	2
2. *ASIAN/PACIFIC ISLANDER:	3
3. *BLACK:	184
4. *WHITE:	224
5. *HISPANIC/LATINO:	123
3. *MOVING TRAFFIC VIOLATION:	8945
1. *ALASKA NATIVE/AMERICAN INDIAN:	106
2. *ASIAN/PACIFIC ISLANDER:	113
3. *BLACK:	2196
4. *WHITE:	4227
5. *HISPANIC/LATINO:	2303
4. *VEHICLE TRAFFIC VIOLATION:	6561
1. *ALASKA NATIVE/AMERICAN INDIAN:	22
2. *ASIAN/PACIFIC ISLANDER:	39
3. *BLACK:	1832
4. *WHITE:	2985
5. *HISPANIC/LATINO:	1683

---

7. WAS A SEARCH CONDUCTED?

1. *YES:	1086
1. *ALASKA NATIVE/AMERICAN INDIAN:	0
2. *ASIAN/PACIFIC ISLANDER:	1
3. *BLACK:	389
4. *WHITE:	420
5. *HISPANIC/LATINO:	276
2. *NO:	16504
1. *ALASKA NATIVE/AMERICAN INDIAN:	135

(5d)

2. *ASIAN/PACIFIC ISLANDER:	155
3. *BLACK:	4332
4. *WHITE:	7664
5. *HISPANIC/LATINO:	4218

8. REASON FOR SEARCH?

1. *CONSENT:	406
1. *ALASKA NATIVE/AMERICAN INDIAN:	0
2. *ASIAN/PACIFIC ISLANDER:	1
3. *BLACK:	85
4. *WHITE:	198
5. *HISPANIC/LATINO:	122
2. *CONTRABAND IN PLAIN VIEW:	15
1. *ALASKA NATIVE/AMERICAN INDIAN:	0
2. *ASIAN/PACIFIC ISLANDER:	0
3. *BLACK:	3
4. *WHITE:	4
5. *HISPANIC/LATINO:	8
3. *PROBABLE CAUSE:	598
1. *ALASKA NATIVE/AMERICAN INDIAN:	0
2. *ASIAN/PACIFIC ISLANDER:	0
3. *BLACK:	275
4. *WHITE:	190
5. *HISPANIC/LATINO:	133
4. *INVENTORY:	15
1. *ALASKA NATIVE/AMERICAN INDIAN:	0
2. *ASIAN/PACIFIC ISLANDER:	0
3. *BLACK:	5
4. *WHITE:	7
5. *HISPANIC/LATINO:	3

(5d)

5. \*INCIDENT TO ARREST: 52
- 1. \*ALASKA NATIVE/AMERICAN INDIAN: 0
  - 2. \*ASIAN/PACIFIC ISLANDER: 0
  - 3. \*BLACK: 22
  - 4. \*WHITE: 19
  - 5. \*HISPANIC/LATINO: 11
- 

9. WAS CONTRABAND DISCOVERED?

1. \*YES: 467
- 1. \*ALASKA NATIVE/AMERICAN INDIAN: 0
    - 1. FINDING RESULTED IN ARREST - YES: 0
    - 2. FINDING RESULTED IN ARREST - NO: 0
  - 2. \*ASIAN/PACIFIC ISLANDER: 0
    - 1. FINDING RESULTED IN ARREST - YES: 0
    - 2. FINDING RESULTED IN ARREST - NO: 0
  - 3. \*BLACK: 167
    - 1. FINDING RESULTED IN ARREST - YES: 163
    - 2. FINDING RESULTED IN ARREST - NO: 4
  - 4. \*WHITE: 180
    - 1. FINDING RESULTED IN ARREST - YES: 176
    - 2. FINDING RESULTED IN ARREST - NO: 4
  - 5. \*HISPANIC/LATINO: 120
    - 1. FINDING RESULTED IN ARREST - YES: 117
    - 2. FINDING RESULTED IN ARREST - NO: 3
2. \*NO: 619
- 1. \*ALASKA NATIVE/AMERICAN INDIAN: 0
  - 2. \*ASIAN/PACIFIC ISLANDER: 1
  - 3. \*BLACK: 222
  - 4. \*WHITE: 240
  - 5. \*HISPANIC/LATINO: 156
-

(5d)

10. DESCRIPTION OF CONTRABAND

1. *DRUGS:	328
1. *ALASKA NATIVE/AMERICAN INDIAN:	0
2. *ASIAN/PACIFIC ISLANDER:	0
3. *BLACK:	130
4. *WHITE:	124
5. *HISPANIC/LATINO:	74
2. *CURRENCY:	24
1. *ALASKA NATIVE/AMERICAN INDIAN:	0
2. *ASIAN/PACIFIC ISLANDER:	0
3. *BLACK:	10
4. *WHITE:	7
5. *HISPANIC/LATINO:	7
3. *WEAPONS:	14
1. *ALASKA NATIVE/AMERICAN INDIAN:	0
2. *ASIAN/PACIFIC ISLANDER:	0
3. *BLACK:	5
4. *WHITE:	6
5. *HISPANIC/LATINO:	3
4. *ALCOHOL:	74
1. *ALASKA NATIVE/AMERICAN INDIAN:	0
2. *ASIAN/PACIFIC ISLANDER:	0
3. *BLACK:	17
4. *WHITE:	29
5. *HISPANIC/LATINO:	28
5. *STOLEN PROPERTY:	0
1. *ALASKA NATIVE/AMERICAN INDIAN:	0
2. *ASIAN/PACIFIC ISLANDER:	0
3. *BLACK:	0
4. *WHITE:	0
5. *HISPANIC/LATINO:	0

(5d)

6. *OTHER:	27
1. *ALASKA NATIVE/AMERICAN INDIAN:	0
2. *ASIAN/PACIFIC ISLANDER:	0
3. *BLACK:	5
4. *WHITE:	14
5. *HISPANIC/LATINO:	8

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11. RESULT OF STOP

1. *VERBAL WARNING:	11150
1. *ALASKA NATIVE/AMERICAN INDIAN:	53
2. *ASIAN/PACIFIC ISLANDER:	88
3. *BLACK:	3051
4. *WHITE:	5277
5. *HISPANIC/LATINO:	2681
2. *WRITTEN WARNING:	372
1. *ALASKA NATIVE/AMERICAN INDIAN:	1
2. *ASIAN/PACIFIC ISLANDER:	4
3. *BLACK:	78
4. *WHITE:	204
5. *HISPANIC/LATINO:	85
3. *CITATION:	5337
1. *ALASKA NATIVE/AMERICAN INDIAN:	79
2. *ASIAN/PACIFIC ISLANDER:	63
3. *BLACK:	1312
4. *WHITE:	2348
5. *HISPANIC/LATINO:	1535
4. *WRITTEN WARNING AND ARREST:	36
1. *ALASKA NATIVE/AMERICAN INDIAN:	0
2. *ASIAN/PACIFIC ISLANDER:	0
3. *BLACK:	10
4. *WHITE:	21

(5d)

5. *HISPANIC/LATINO:	5
5. *CITATION AND ARREST:	32
1. *ALASKA NATIVE/AMERICAN INDIAN:	0
2. *ASIAN/PACIFIC ISLANDER:	1
3. *BLACK:	12
4. *WHITE:	9
5. *HISPANIC/LATINO:	10
6. *ARREST:	663
1. *ALASKA NATIVE/AMERICAN INDIAN:	2
2. *ASIAN/PACIFIC ISLANDER:	0
3. *BLACK:	258
4. *WHITE:	225
5. *HISPANIC/LATINO:	178

12. ARREST BASED ON

1. *VIOLATION OF PENAL CODE:	392
1. *ALASKA NATIVE/AMERICAN INDIAN:	1
2. *ASIAN/PACIFIC ISLANDER:	2
3. *BLACK:	130
4. *WHITE:	152
5. *HISPANIC/LATINO:	107
2. *VIOLATION OF TRAFFIC LAW:	71
1. *ALASKA NATIVE/AMERICAN INDIAN:	0
2. *ASIAN/PACIFIC ISLANDER:	0
3. *BLACK:	38
4. *WHITE:	13
5. *HISPANIC/LATINO:	20
3. *VIOLATION OF CITY ORDINANCE:	3
1. *ALASKA NATIVE/AMERICAN INDIAN:	0
2. *ASIAN/PACIFIC ISLANDER:	0
3. *BLACK:	2

(5d)

4. *WHITE:	0
5. *HISPANIC/LATINO:	1
4. *OUTSTANDING WARRANT:	265
1. *ALASKA NATIVE/AMERICAN INDIAN:	1
2. *ASIAN/PACIFIC ISLANDER:	0
3. *BLACK:	111
4. *WHITE:	86
5. *HISPANIC/LATINO:	67

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13. WAS PHYSICAL FORCE USED DURING CONTACT?

1. *YES:	0
1. *ALASKA NATIVE/AMERICAN INDIAN:	0
2. *ASIAN/PACIFIC ISLANDER:	0
3. *BLACK:	0
4. *WHITE:	0
5. *HISPANIC/LATINO:	0
2. *NO:	17590
1. *ALASKA NATIVE/AMERICAN INDIAN:	135
2. *ASIAN/PACIFIC ISLANDER:	156
3. *BLACK:	4721
4. *WHITE:	8084
5. *HISPANIC/LATINO:	4494

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14. NUMBER OF COMPLAINTS OF RACIAL PROFILING

1. *TOTAL:	0
1. *RESULTED IN DISCIPLINARY ACTION:	0
2. *DID NOT RESULT IN DISCIPLINARY ACTION:	0

There were no complaints related to racial profiling in 2024.

## **Analysis of Citizen Contacts Compliance by Waxahachie Police Department**

The analysis shows that WPD is fully in compliance with all relevant Texas laws concerning citizen contacts. Data on traffic stops revealed that while the percentage of traffic stops of some races may not align with the census, there is no indication that any racial profiling is occurring. The comparison percentages change when compared to the City of Waxahachie vs. Ellis County and vs. our nearby cities, but it demonstrates the difficulty in getting truly meaningful comparisons. Many drivers that we stop for traffic violations do not live in Waxahachie or Ellis County, thus making meaningful comparisons more difficult. We have several highways that travel through Waxahachie. Inter-State Highway 35 and Highway 287 both funnel residents from the entire area through the city. It is reasonable to assume that these individuals commit their share of traffic violations.

One statistic that does stand out is the percentage of male drivers stopped as compared to the number of female drivers. According to the National Highway Traffic Safety Administration (NHTSA), male drivers cause approximately 6.1 million vehicle accidents and female drivers cause 4.4 million vehicle accidents each year. In one year, male drivers are responsible for approximately 37,000 fatal crashes and female drivers are responsible for approximately 13,000 fatal accidents every year. Reviewing these statistics explain the disparity in traffic contacts. Statistically, male drivers engage in driving behavior that causes accidents more than female drivers. The result is that they get stopped more by the police.

### **Data Collection Issues**

There are a variety of issues with any data collected on citizen contacts. First, although the law mandates collection, there are some variations in how the data is collected. Hence, there is wide variation in the reporting by law enforcement across the state. In Waxahachie, their data is retrieved from the Records Management System (RMS) since it has a module built into it to capture the required information for this report.

The determination of race is sometimes difficult and is left to the officer's opinion. Currently, race is not identified on a State of Texas driver's license. As previously discussed, asking a person for their race could create the perception of a bias. As a result, in compliance with the law, the officers of the Waxahachie Police Department determine race through their perception. Hence, each officer must code race as best they can, based on physical appearance and surnames. Officers are required to use one of the choices provided by the State even though they may not feel that an individual fits into one of those categories.

The issue related to searches is also problematic. As mentioned previously, in any event there can be multiple searches. While the legislation is obviously requesting the recording of a single search, the officers conduct a multitude of searches related to one incident. There can be a probable cause search, a search incident to the arrest, and then, a vehicle search. In the end, the officer has to record a search for the data collection. There are other times where an individual gives consent to a search but in reality, the officer has probable cause to conduct the search anyway.

(5d)

Finally, the law provides no standards by which to compare the data collected. It only states that a report will be provided to the legislative body. If a comparison is to be made, any statistics gathered must be compared to a variety of other measures and must consider regional and city variations. For example, this report compared Waxahachie statistics with the City, Ellis County, and surrounding cities in an attempt to show that although Waxahachie has certain percentages of various races, the same is not necessarily true for the county or the region. City population statistics do not consider the effect that a major arterial roadway connecting the region will have or the impact that the level of crime in a large retail area will have on decisions to detain or search. In short, a community that draws visitors from other areas might very well have higher rates of detentions and searches of minorities than is reflected in their actual population. This does not mean that the agency is racially profiling.

### Summary

Statistics alone will never reveal whether police officers engage in racial profiling or not. The Waxahachie police department makes every effort to ensure that each officer is trained and held to high standards of conduct. As can be seen by the video review log, supervisors review an extensive number of traffic contacts to view officer performance. In the end, a police department has to rely on the ethics of its officers and the values instilled within the organization. This department has made significant efforts in hiring to create a department that is as racially diverse as the community, but it is challenging. The department has made strides in this area and will continue to improve the racial makeup of the department. In reality, the department has hired more minorities than the current staffing reflects due to the fact that some have left the department since being hired. The department continues in its efforts to diversify its workforce but it is a difficult time to recruit for law enforcement and more difficult to recruit minorities into law enforcement. Applicants know that the department values diversity and that minorities are welcome in the Waxahachie Police Department.

While the department has increased the minority representation in the department, the racial makeup of the department does not include officers who may have spouses of a different race or those officers that adopt children of a different race. The department has enough diversity and a strong enough department culture of accountability that any officer observing any racial profiling would report it. The Department also makes a concerted effort to ensure that minorities and females are included in the hiring process of applicants.

A couple of years ago, the Supreme Court ruled against Diversity, Equity, Inclusion (DEI) policies used by universities to ensure diversity in their student population. The court decision has caused businesses and agencies to review their practices to ensure that they are not now violating the law by specifically targeting specific races or genders for employment. There is still a significant amount of legal debate about the implications of this court decision, but the bottom line is that the Waxahachie Police Department is committed to continuing to build a diverse department that reflects the community and they will accomplish it within the constraints of the law.

(5d)

A number of years ago, the citizens of Waxahachie voted for the department to be governed by Civil Service rules and the hiring process for officers is very strictly defined by law. This inflexible process limits the ability for the department to get creative in its hiring process to attract more minority and female officers but they do make efforts to recruit and attract more minorities to apply with the Waxahachie Police Department. In the past, the department recruited at college campuses but internal research has shown that word of mouth recruiting to known individuals has been the most effective way to recruit and the department continues to attract a diverse applicant pool. The department will continue these recruiting efforts as they have openings.

City Demographics – (2023 Estimates )

Total Population	47,201	
	Caucasian	55%
	African (Black)	15%
	Amer. Indian	0.6%
	Asian	0.8%
	Two or More Races	12%
	Hispanic	24%

Police Department by Race (Sworn Officers Only)

Total Number of Officers	86	
63	Caucasian	73%
8	African (Black)	9%
0	Amer. Indian	0%
0	Asian	0%
15	Hispanic	17%

Police Department by Gender (Sworn Officers Only)

Total Number of Officers	86	
73	Male	85%
13	Female	15%

It should be noted that the racial composition of the department is based on the number of officers currently employed. It should also be mentioned that the actual numbers of officers by race will vary throughout the year due to employee turnover. Over the past couple of years, the field of law enforcement has seen unprecedented turnover due to individuals leaving the profession and thus, creating a constantly changing department.

(5d)

The department has worked diligently to diversify the police officers in the department and to diversify the supervisory staff. Currently, the department has a total of thirteen (13) female officers, representing 15% of the department. The department has a total of eight (8) African-American officers and eleven (15) Hispanic officers. The department increased the number of Hispanic officers from 5% in 2022 to 13% in 2023, and to 17% in 2024. The department increased the number of African-American officers from 9% in 2022 to 10% in 2023 and is now back at 9% in 2024.

The Waxahachie Police Department is also committed to providing promotional opportunities to officers of every race and gender. However, it should be noted that civil service statutes legally restrict and define the promotional process used by the police department. The Chief cannot merely promote the most deserving individual – the legally defined process must be used and the top finisher in the process is promoted. The process identifies the individual to be promoted – not the Chief. In spite of the rigid process, the department has seen an increase in female and minority supervisors.

The Waxahachie Police Department is committed to providing police services in a fair and bias free manner. Waxahachie police officers are some of the finest officers in the State and are committed to avoiding any form of bias based policing. Their mission remains to provide the highest level of professional police and emergency services, and dedicating themselves to protecting life and property, while maintaining the highest ethical standards.

Officers are held accountable for their actions and supervisors are trained to critique the day-to-day performance of their officers. As a routine practice, supervisors review videos from the in-car videos related to traffic stops and other calls. Some of these reviews are generated by questions or issues related to the traffic stop and some of them are random. The video review log (Appendix B) is included in this report.

The Waxahachie Police Department is proud of its officers and is committed to providing the highest level of service to all of the citizens and visitors to Waxahachie.

## Appendix A

### Racial Profiling Statutes and Laws

#### Code of Criminal Procedure

##### CHAPTER 2B. LAW ENFORCEMENT INTERACTIONS WITH PUBLIC

##### SUBCHAPTER A. GENERAL PROVISIONS

Art. 2B.0001. DEFINITIONS. In this chapter:

- (1) "Commission" means the Texas Commission on Law Enforcement.
- (2) "Department" means the Department of Public Safety of the State of Texas.

Added by Acts 2023, 88th Leg., R.S., Ch. 765 (H.B. 4504), Sec. 1.001, eff. January 1, 2025.

##### SUBCHAPTER B. RACIAL PROFILING; MOTOR VEHICLE STOPS

Art. 2B.0051. DEFINITIONS. In this subchapter:

- (1) "Bodily injury" has the meaning assigned by Section 1.07, Penal Code.
- (2) "Motor vehicle stop" means an occasion in which a peace officer stops a motor vehicle for an alleged violation of a law or ordinance.
- (3) "Race or ethnicity" means the following categories:
  - (A) Alaska native or American Indian;
  - (B) Asian or Pacific Islander;
  - (C) black;
  - (D) Hispanic or Latino; and
  - (E) white.

(4) "Racial profiling" means a law enforcement-initiated action based on an individual's race, ethnicity, or national origin rather than on the individual's behavior or on information identifying the individual as having engaged in criminal activity.

Added by Acts 2023, 88th Leg., R.S., Ch. 765 (H.B. 4504), Sec. 1.001, eff. January 1, 2025.

Art. 2B.0052. RACIAL PROFILING PROHIBITED. A peace officer may not engage in racial profiling.

Added by Acts 2023, 88th Leg., R.S., Ch. 765 (H.B. 4504), Sec. 1.001, eff. January 1, 2025.

Art. 2B.0053. LAW ENFORCEMENT POLICY ON RACIAL PROFILING. (a) In this article, "law enforcement agency" means an agency of this state, or of a county, municipality, or other political subdivision of this state, that employs peace officers who make motor vehicle stops in the routine performance of the officers' official duties.

(5d)

(b) Each law enforcement agency shall adopt a detailed written policy on racial profiling. The policy must:

- (1) clearly define acts constituting racial profiling;
- (2) strictly prohibit peace officers employed by the agency from engaging in racial profiling;
- (3) implement a process by which an individual may file a complaint with the agency if the individual believes that a peace officer employed by the agency has engaged in racial profiling with respect to the individual;
- (4) provide public education relating to the agency's compliment and complaint process, including providing the telephone number, mailing address, and e-mail address to make a compliment or complaint with respect to each ticket, citation, or warning issued by a peace officer;
- (5) require the agency employing a peace officer to take appropriate corrective action against the peace officer after an investigation shows that the peace officer has engaged in racial profiling in violation of the agency's policy adopted under this article;
- (6) require collection of information relating to motor vehicle stops in which a ticket, citation, or warning is issued and to arrests made as a result of those stops, including information relating to:
  - (A) the race or ethnicity of the individual detained;
  - (B) whether a search was conducted and, if so, whether the individual detained consented to the search;
  - (C) whether the peace officer knew the race or ethnicity of the individual detained before detaining that individual;
  - (D) whether the peace officer used physical force that resulted in bodily injury during the stop;
  - (E) the location of the stop; and
  - (F) the reason for the stop; and
- (7) require the chief administrator of the agency, regardless of whether the administrator is elected, employed, or appointed, to submit an annual report of the information collected under Subdivision (6) to:
  - (A) the commission; and
  - (B) the governing body of each county or municipality served by the agency, if the agency is an agency of a county, municipality, or other political subdivision of this state.

(c) On the commencement of an investigation by a law enforcement agency of a complaint described by Subsection (b)(3) in which there is a video or audio recording of the occurrence that is the basis for the complaint, the agency shall promptly provide a copy of the recording to the peace officer who is the subject of the complaint on written request by the officer for a copy of the recording.

(d) A law enforcement agency shall review the data collected under Subsection (b)(6) to identify any improvements the agency could make in the agency's practices and policies regarding motor vehicle stops.

(e) A report required under Subsection (b)(7) may not include identifying information about a peace officer who makes a motor vehicle stop or about an individual who is stopped or arrested

(5d)

by a peace officer. This subsection does not affect the collection of information required by a policy under Subsection (b)(6).

(f) The commission shall begin disciplinary procedures against the chief administrator of a law enforcement agency if the commission finds that the chief administrator intentionally failed to submit a report required under Subsection (b)(7).

Added by Acts 2023, 88th Leg., R.S., Ch. 765 (H.B. 4504), Sec. 1.001, eff. January 1, 2025.

Art. 2B.0054. REPORTS REQUIRED FOR MOTOR VEHICLE STOPS. (a) A peace officer who makes a motor vehicle stop shall report to the law enforcement agency that employs the officer information relating to the stop, including:

- (1) a physical description of any individual operating the motor vehicle who is detained as a result of the stop, including:
  - (A) the individual's gender; and
  - (B) the individual's race or ethnicity, as stated by the individual or, if the individual does not state the individual's race or ethnicity, as determined by the officer to the best of the officer's ability;
- (2) the initial reason for the stop;
- (3) whether the officer conducted a search as a result of the stop and, if so:
  - (A) whether the individual detained consented to the search;
  - (B) the reason for the search, including whether:
    - (i) any contraband or other evidence was in plain view;
    - (ii) any probable cause or reasonable suspicion existed to perform the search; or
    - (iii) the search was performed because the motor vehicle was towed or because of the arrest of any individual in the motor vehicle; and
  - (C) whether any contraband or other evidence was discovered during the search and a description of the contraband or evidence;
- (4) whether the officer made an arrest as a result of the stop or the search and, if so, a statement of:
  - (A) whether the arrest was based on:
    - (i) a violation of the Penal Code;
    - (ii) a violation of a traffic law or ordinance; or
    - (iii) an outstanding warrant; and
  - (B) the offense charged;
- (5) the street address or approximate location of the stop;
- (6) whether the officer issued a verbal or written warning or a ticket or citation as a result of the stop; and
- (7) whether the officer used physical force that resulted in bodily injury during the stop.

(b) The chief administrator of a law enforcement agency, regardless of whether the administrator is elected, employed, or appointed, is responsible for auditing reports under Subsection (a) to ensure that the race or ethnicity of the individual operating the motor vehicle is reported.

(5d)

Added by Acts 2023, 88th Leg., R.S., Ch. 765 (H.B. 4504), Sec. 1.001, eff. January 1, 2025.

Art. 2B.0055. COMPILATION AND ANALYSIS OF INFORMATION COLLECTED. (a) A law enforcement agency shall compile and analyze the information contained in each report received by the agency under Article 2B.0054.

(b) Not later than March 1 of each year, each law enforcement agency shall submit a report containing the incident-based data compiled during the previous calendar year to:

- (1) the commission; and
- (2) the governing body of each county or municipality served by the agency, if the law agency is a local law enforcement agency.

(c) A report required under Subsection (b) must be submitted by the chief administrator of the law enforcement agency, regardless of whether the administrator is elected, employed, or appointed. The report must include:

- (1) a comparative analysis of the information compiled under Article 2B.0054 to:
  - (A) evaluate and compare the number of motor vehicle stops, within the applicable jurisdiction, of:
    - (i) individuals recognized as members of racial or ethnic minority groups; and
    - (ii) individuals not recognized as members of racial or ethnic minority groups;
  - (B) examine the disposition of motor vehicle stops made by officers employed by the agency, categorized according to the race or ethnicity of the individuals affected, as appropriate, including any searches resulting from stops within the applicable jurisdiction; and
  - (C) evaluate and compare the number of searches resulting from motor vehicle stops within the applicable jurisdiction and whether contraband or other evidence was discovered during those searches; and
- (2) information relating to each complaint filed with the agency alleging that a peace officer employed by the agency has engaged in racial profiling.

(d) A report required under Subsection (b) may not include identifying information about a peace officer who makes a motor vehicle stop or about an individual who is stopped or arrested by a peace officer. This subsection does not affect the reporting of information required under Article 2B.0054(a)(1).

(e) The commission, in accordance with Section 1701.162, Occupations Code, shall develop guidelines for compiling and reporting information as required by this article.

(f) The commission shall begin disciplinary procedures against the chief administrator of a law enforcement agency if the commission finds that the chief administrator intentionally failed to submit a report required under Subsection (b).

Added by Acts 2023, 88th Leg., R.S., Ch. 765 (H.B. 4504), Sec. 1.001, eff. January 1, 2025.

(5d)

Art. 2B.0056. PRIMA FACIE EVIDENCE. The data collected as a result of the reporting requirements of Articles 2B.0053 and 2B.0055 does not constitute prima facie evidence of racial profiling.

Added by Acts 2023, 88th Leg., R.S., Ch. 765 (H.B. 4504), Sec. 1.001, eff. January 1, 2025.

Art. 2B.0057. LIABILITY. A peace officer is not liable for damages arising from an act relating to the collection or reporting of information as required by Article 2B.0054 or under a policy adopted under Article 2B.0053.

Added by Acts 2023, 88th Leg., R.S., Ch. 765 (H.B. 4504), Sec. 1.001, eff. January 1, 2025.

Art. 2B.0058. CIVIL PENALTY. (a) If the chief administrator of a local law enforcement agency intentionally fails to submit the incident-based data required by Article 2B.0055, the agency is liable to the state for a civil penalty in an amount not to exceed \$5,000 for each violation. The attorney general may sue to collect a civil penalty under this subsection.

(b) From money appropriated to the agency for the administration of the agency, the executive director of a state law enforcement agency that intentionally fails to submit the incident-based data required by Article 2B.0055 shall remit to the comptroller the amount of \$1,000 for each violation.

(c) Money collected under this article shall be deposited in the state treasury to the credit of the general revenue fund.

Added by Acts 2023, 88th Leg., R.S., Ch. 765 (H.B. 4504), Sec. 1.001, eff. January 1, 2025.

Art. 2B.0059. RULES. The department may adopt rules to implement Articles 2B.0052, 2B.0053, 2B.0054, 2B.0055, 2B.0056, and 2B.0057.

Added by Acts 2023, 88th Leg., R.S., Ch. 765 (H.B. 4504), Sec. 1.001, eff. January 1, 2025.

## **Occupations Code**

### **§ 1701.253. School Curriculum**

(a) The commission shall establish minimum curriculum requirements for preparatory and advanced courses and programs for schools subject to approval under Section 1701.251(c)(1).

(b) In establishing requirements under this section, the commission shall require courses and programs to provide training in:

(1) the investigation and documentation of cases that involve:

(A) child abuse or neglect;

(5d)

- (B) family violence; and
- (C) sexual assault;

- (2) issues concerning sex offender characteristics; and
- (3) crime victims' rights under Chapter 56, Code of Criminal Procedure, and Chapter 57, Family Code, and the duty of law enforcement agencies to ensure that a victim is afforded those rights.

(c) As part of the minimum curriculum requirements, the commission shall establish a statewide comprehensive education and training program on civil rights, racial sensitivity, and cultural diversity for persons licensed under this chapter.

(d) Training in documentation of cases required by Subsection (b) shall include instruction in:

- (1) making a written account of the extent of injuries sustained by the victim of an alleged offense;
- (2) recording by photograph or videotape the area in which an alleged offense occurred and the victim's injuries; and
- (3) recognizing and recording a victim's statement that may be admissible as evidence in a proceeding concerning the matter about which the statement was made.

(e) As part of the minimum curriculum requirements relating to the vehicle and traffic laws of this state, the commission shall require an education and training program on laws relating to the operation of motorcycles and to the wearing of protective headgear by motorcycle operators and passengers. In addition, the commission shall require education and training on motorcycle operator profiling awareness and sensitivity training.

(f) Training officers and recruits in investigation of cases required by Subsection (b)(1)(B) shall include instruction in preventing dual arrest whenever possible and conducting a thorough investigation to determine which person is the predominant aggressor when allegations of family violence from two or more opposing persons are received arising from the same incident.

(g) As part of the minimum curriculum requirements, the commission shall establish a statewide comprehensive education and training program on asset forfeiture under Chapter 59, Code of Criminal Procedure, for officers licensed under this chapter. An officer shall complete a program established under this subsection not later than the second anniversary of the date the officer is licensed under this chapter or the date the officer applies for an intermediate proficiency certificate, whichever date is earlier.

(h) As part of the minimum curriculum requirements, the commission shall establish a statewide comprehensive education and training program on racial profiling for officers

(5d)

licensed under this chapter. An officer shall complete a program established under this subsection not later than the second anniversary of the date the officer is licensed under this chapter or the date the officer applies for an intermediate proficiency certificate, whichever date is earlier.

**§ 1701.402. Proficiency Certificates**

(a) The commission shall issue certificates that recognize proficiency based on law enforcement training, education, and experience. For this purpose the commission shall use the employment records of the employing agency.

(b) As a requirement for a basic proficiency certificate, the commission shall require completion of local courses or programs of instruction on federal and state statutes that relate to employment issues affecting peace officers and county jailers, including:

- (1) civil service;
- (2) compensation, including overtime compensation, and vacation time;
- (3) personnel files and other employee records;
- (4) management-employee relations in law enforcement organizations;
- (5) work-related injuries;
- (6) complaints and investigations of employee misconduct; and
- (7) disciplinary actions and the appeal of disciplinary actions.

(c) An employing agency is responsible for providing the training required by this section.

(d) As a requirement for an intermediate proficiency certificate, an officer must complete an education and training program on asset forfeiture established by the commission under Section 1701.253(e).

(e) As a requirement for an intermediate proficiency certificate, an officer must complete an education and training program on racial profiling established by the commission under Section 1701.253(e).

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**APPENDIX B**

<b>Waxahachie Police Department</b>					
<b>2024 Video Camera Review Log</b>					
<b>1st QUARTER</b>					
<b>A Shift</b>					
	<b>Officer Name</b>	<b>Date of Incident</b>	<b>Case No. (Opt.)</b>	<b>Date of Review</b>	<b>Reviewed by</b>
	Kaelin, C				
	Kaelin, C				
	Kaelin, C				
	Dunn, B	1/17/2024	NONE	3/28/2024	CK126
	Dunn, B	3/8/2024	E0088576	3/28/2024	CK126
	Dunn, B	1/27/2024	E0090032	3/28/2024	CK126
	Lytle, S	10/6/7627	E0086836	3/28/2024	CK126
	Lytle, S	2/1/2024	P240201-0338	3/28/2024	CK126
	Lytle, S	2/1/2024	NONE	3/28/2024	CK126
	Skidmore, R	3/27/2024	P240327-0960	3/28/2024	CK126
	Skidmore, R	3/19/2024	E0090544	3/28/2024	CK126
	Skidmore, R	2/9/2024	E0084981	3/28/2024	CK126
	Reynolds, J	3/22/2024	E0087484	3/28/2024	CK126
	Reynolds, J	3/14/2024	P240314-0780	3/28/2024	CK126
	Reynolds, J	1/27/2024	NONE	3/28/2024	CK126
	Fields, J	3/13/2024	E0086871	3/28/2024	CK126
	Fields, J	2/25/2024	E0085420	3/28/2024	CK126
	Fields, J	2/14/2024	E0091055	2/14/2024	CK126
	Agreda, A	3/24/2024	E0084399	3/28/2024	CK126
	Agreda, A	3/5/2024	NONE	3/28/2024	CK126
	Agreda, A	1/26/2024	E0082908	3/28/2024	CK126
	Ortiz, C	3/27/2024	E0088410	3/28/2024	CK126
	Ortiz, C	2/6/2024	P240206-0396	3/28/2024	CK126
	Ortiz, C	1/5/2024	P240105-0057	3/28/2024	CK126
	Koch, D				
	Koch, D				
	Koch, D				

(5d)

Stevenson, C	1/28/2024	P240128-0295	2/15/2024	DK138
Stevenson, C	2/10/2024	P240211-0440	2/15/2024	DK138
Stevenson, C	3/23/2024	None	3/24/2024	DK138
Gonzales, M	1/28/2024	P240128-0300	2/15/2024	DK138
Gonzales, M	2/10/2024	P240211-0444	2/15/2024	DK138
Gonzales, M	3/23/2024	None	3/24/2024	DK138
Determan, J	1/26/2024	P240126-0284	2/7/2024	CS213
Determan, J	3/13/2024	P240313-0774	3/15/2024	DK138
Determan, J	3/15/2024	E0090064	3/24/2024	DK138
Glidewell, O	1/28/2024	P240128-300	2/7/2024	CS213
Glidewell, O	2/16/2024	P240216-0488	2/29/2024	DK138
Glidewell, O	3/18/2024	None	3/24/2024	DK138
Garcia, C	1/12/2024	P240112-0133	1/13/2024	DK138
Garcia, C	2/23/2024	E0085901	2/26/2024	DK138
Garcia, C	2/16/2024	P240216-0488	2/29/2024	DK138
Born, T	1/22/2024	E0088541	2/7/2024	CS213
Born, T	2/25/2024	E0085902	2/26/2024	DK138
Born, T	3/24/2024	E0088406	3/24/2024	DK138
T. Moura	2/6/2024	E0088341	2/7/2024	CS213
T. Moura	3/1/2024	P240301-0631	3/15/2024	DK138
T. Moura	3/22/2024	E0091109	3/24/2024	DK138
Murray, A	1/23/2024	E0090023	1/28/2024	DK138
Murray, A	2/24/2024	P240224-0579	2/26/2024	DK138
Murray, A	3/10/2024	P230308-0712	3/24/2024	DK138

**Waxahachie Police Department  
2024 Video Camera Review Log**

2nd QUARTER					
A Shift					
	Officer Name	Date of Incident	Case No. (Opt.)	Date of Review	Reviewed by
	Kaelin, C				
	Kaelin, C				
	Kaelin, C				
	Dunn, B	4/25/2024	E0092015	7/4/2024	CK126
	Dunn, B	5/9/2024	E0093010	7/4/2024	CK126
	Dunn, B	6/25/2024	NONE	7/4/2024	CK126
	Lytle, S	5/10/2024	E0091163	7/4/2024	CK126
	Lytle, S	6/10/2024	E0091595	7/4/2024	CK126



(5d)

Born, T	6/11/2024	E0093553	6/15/2024	CS213
T. Moura	4/7/2024	P240211-0451	4/10/2024	MG159
T. Moura	5/18/2024	240518-20817	5/18/2024	CS213
T. Moura	5/22/2024	P240522-1635	5/28/2024	CS213
Murray, A	4/7/2024	P240407-1084	4/10/2024	MG159
Murray, A	5/27/2024	P240527-1706	5/28/2024	CS213
Murray, A	6/10/2024	P240610-1877	6/15/2024	CS213

<b>Waxahachie Police Department</b>				
<b>2024 Video Camera Review Log</b>				
<b>3rd QUARTER</b>				
<b>A Shift</b>				
<b>Officer Name</b>	<b>Date of Incident</b>	<b>Case No.</b>	<b>Date of Review</b>	<b>Reviewed by</b>
Kaelin, C				
Kaelin, C				
Kaelin, C				
Dunn, B	9/26/2024	P240926-3286	11/16/2024	CK126
Dunn, B	8/25/2024	NONE	11/16/2024	CK126
Dunn, B	8/10/2024	E0090710	11/16/2024	CK126
Lytle, S	9/11/2024	NONE	11/16/2024	CK126
Lytle, S	8/11/2024	NONE	11/16/2024	CK126
Lytle, S	9/20/2024	NONE	11/16/2024	CK126
Skidmore, R	9/25/2024	E0095009	11/16/2024	BD146
Skidmore, R	8/20/2024	P240820-2812	11/16/2024	BD146
Skidmore, R	8/14/2024	None	11/16/2024	BD146
Reynolds, J	9/17/2024	E0090233	11/16/2024	BD146
Reynolds, J	8/15/2024	E0090198	11/16/2024	BD146
Reynolds, J	8/9/2024	P240809-2679	11/16/2024	BD146
Fields, J	9/26/2024	E0090752	11/16/2024	CK126
Fields, J	8/20/2024	E0090202	11/16/2024	CK126
Fields, J	7/3/2024	P240626-2083	11/16/2024	CK126
Agreda, A	7/9/2024	NONE	7/12/2024	CK126
Agreda, A	8/24/2024	240824-36508	11/16/2024	CK126
Agreda, A	9/6/2024	E0092204	11/16/2024	CK126
Ortiz, C	7/12/2024	E0090157	11/16/2024	CK126
Ortiz, C	8/1/2024	E0089701	11/16/2024	CK126
Ortiz, C	9/22/2024	NONE	11/16/2024	CK126
DeJesus, E	9/20/2024	P240920-3223	11/16/2024	BD146

(5d)

DeJesus, E	8/23/2024	E0090207	11/16/2024	BD146
DeJesus, E	7/26/2024	E0090656	11/16/2024	BD146
Koch, D				
Koch, D				
Koch, D				
Stevenson, C	7/28/2024	P240728-2510	8/15/2024	DK138
Stevenson, C	8/29/2024	E0092750	11/3/2024	DK138
Stevenson, C	9/26/2024	None	11/2/2024	DK138
Gonzales, M	7/29/2024	P240729-2521	8/15/2024	DK138
Gonzales, M	8/29/2024	None	11/2/2024	DK138
Gonzales, M	9/22/2024	None	11/2/2024	DK138
Determan, J	7/15/2024	E0094077	8/15/2024	DK138
Determan, J	7/31/2024	P240731-2561	8/21/2024	CS213
Determan, J	9/23/2024	P240923-3254	10/28/2024	CS213
Glidewell, O	7/23/2024	E0090653	8/15/2024	DK138
Glidewell, O	8/14/2024	P240814-2738	8/21/2024	CS213
Glidewell, O	9/20/2024	E0088917	10/28/2024	CS213
Garcia, C	8/12/2024	E0090712	8/15/2024	DK138
Garcia, C	8/15/2024	P240815-2749	8/21/2024	CS213
Garcia, C	9/21/2024	P240921-3235	10/28/2024	CS213
Born, T	8/14/2024	E0093619	8/15/2024	DK138
Born, T	8/20/2024	E0083434	8/21/2024	CS213
Born, T	9/21/2024	E0092779	10/28/2024	CS213
Murray, A	7/28/2024	P240726-2490	8/15/2024	DK138
Murray, A	8/15/2024	P240815-2749	8/21/2024	CS213
Murray, A	9/25/2024	P240925-3283	10/28/2024	CS213

Waxahachie Police Department				
2024 Video Camera Review Log				
4th QUARTER				
A Shift				
Officer Name	Date of Incident	Case No.	Date of Review	Reviewed by
Kaelin, C				

(5d)

Kaelin, C				
Kaelin, C				
Dunn, B	11/16/2024	E0093412	11/16/2024	CK126
Dunn, B	10/24/2024	NONE	11/16/2024	CK126
Dunn, B	10/1/2024	P241001-3343	11/16/2024	CK126
Lytle, S	10/20/2024	NONE	11/16/2024	CK126
Lytle, S	10/20/2024	E0093344	11/16/2024	CK126
Lytle, S	10/9/2024	NONE	11/16/2024	CK126
Skidmore, R	10/4/2024	None	11/16/2024	BD146
Skidmore, R	11/4/2024	P241104-3735	11/16/2024	BD146
Skidmore, R	11/2/2024	E0092290	11/16/2024	BD146
Reynolds, J	10/20/2024	E0089358	11/16/2024	BD146
Reynolds, J	10/23/2024	P241023-3631	11/16/2024	BD146
Reynolds, J	11/1/2024	None	11/16/2024	BD146
Fields, J	10/15/2024	E0095014	11/16/2024	BD146
Fields, J	10/28/2024	E0092287	11/16/2024	BD146
Fields, J	11/2/2024	None	11/16/2024	BD146
Agreda, A			11/16/2024	
Agreda, A			11/16/2024	
Agreda, A			11/16/2024	
Ortiz, C			11/16/2024	
Ortiz, C			11/16/2024	
Ortiz, C			11/16/2024	
DeJesus, E			11/16/2024	
DeJesus, E			11/16/2024	
DeJesus, E			11/16/2024	
Smith, N			11/16/2024	
Smith, N			11/16/2024	
Smith, N			11/16/2024	
Koch, D				
Koch, D				
Koch, D				
Stevenson, C	10/14/2024	P241014-3522	11/3/2024	DK138
Stevenson, C	10/15/2024	P241015-3537	12/27/2024	DK138
Stevenson, C	12/18/2024	P241218-4233	12/27/2024	DK138
Gonzales, M	10/10/2024	P241010-3485	11/3/2024	DK138
Gonzales, M	12/15/2024	P241205-4101	12/27/2024	DK138
Gonzales, M	11/29/2024	P241129-4024	12/27/2024	DK138
Mikeska, T	10/19/2024	P241019-3589	10/28/2024	CS213

(5d)

Mikeska, T	11/26/2024	P241126-4000	11/29/2024	CS213
Mikeska, T	12/10/2024	P241210-4151	12/23/2024	CS213
Glidewell, O	10/4/2024	P241004-3399	10/28/2024	CS213
Glidewell, O	11/11/2024	P241111-3823	11/29/2024	CS213
Glidewell, O	12/14/2024	P241214-4191	12/23/2024	CS213
Garcia, C	10/1/2024	P1001-3349	10/28/2024	CS213
Garcia, C	11/21/2024	E0090290	11/29/2024	CS213
Garcia, C	12/19/2024	E0093435	12/23/2024	CS213
Born, T	10/18/2024	E0094726	10/28/2024	CS213
Born, T	11/26/2024	P241126-4003	11/29/2024	CS213
Born, T	12/19/2024	E0090322	12/23/2024	CS213
Garner, S	10/6/2024	P241006-3429	10/28/2024	CS213
Garner, S	11/7/2024	E0089822	11/29/2024	CS213
Garner, S	12/18/2024	P241218-4233	12/23/2024	CS213
Murray, A	10/5/2024	P240408-1093	10/28/2024	CS213
Murray, A	11/26/2024	P241126-4003	11/29/2024	CS213
Murray, A	12/15/2024	P241215-4201	12/23/2024	CS213
Shaba, J	10/20/2024	E0091698	10/28/2024	CS213
Shaba, J	11/1/2024	E0093381	11/29/2024	CS213
Shaba, J	12/19/2024	P241219-4240	12/23/2024	CS213

<b>Waxahachie Police Department</b>				
<b>2024 Video Camera Review Log</b>				
<b>1st QUARTER</b>				
<b>B Shift</b>				
<b>Officer Name</b>	<b>Date of Incident</b>	<b>Case No.(Opt.)</b>	<b>Date of Review</b>	<b>Reviewed by</b>
Blain, N	1/25/2024	E0084966	2/13/2024	SS120
Blain, N	2/7/2024	P240207-0399	2/13/2024	SS120
Blain, N				
Gonzales, A	1/21/2024	E0088540	3/2/2024	NB135
Gonzales, A	2/3/2024	P240203-0362	3/2/2024	NB135
Gonzales, A	2/4/2024	P240204-0369	3/2/2024	NB135
Brasher, A	2/16/2024	E0085415	3/2/2024	NB135
Brasher, A	2/8/2024	none	3/2/2024	NB135
Brasher, A	1/30/2024	none	3/2/2024	NB135
Stephens, B	1/25/2024	P240125-0270	2/18/2024	AB192
Stephens, B	2/16/2024	E0090047	2/18/2024	AB192
Stephens, B	2/4/2024	None	2/18/2024	AB192

(5d)

Ippolito, B	1/21/2024	E0090017	3/2/2024	NB135
Ippolito, B	2/26/2024	P240226-0593	3/2/2024	NB135
Ippolito, B	3/1/2024	none	3/2/2024	NB135
Moxley, J	2/21/2024	E0084379	3/2/2024	AG176
Moxley, J	2/16/2024	P240216-0494	3/2/2024	AG176
Moxley, J	2/22/2024	E0089551	3/2/2024	NB135
Clayton, R	1/11/2024	E0089518	3/2/2024	NB135
Clayton, R	2/27/2024	P240227-0600	3/2/2024	NB135
Clayton, R	3/1/2024	none	3/2/2024	NB135
Gilbert, B	1/19/2024	P240119-0194	3/2/2024	NB135
Gilbert, B	2/3/2024	none	3/2/2024	NB135
Gilbert, B	2/26/2024	none	3/2/2024	NB135
Flores, A	1/25/2024	P240125-0270	3/3/2024	NB135
Flores, A	2/12/2024	none	3/3/2024	NB135
Flores, A	3/2/2024	none	3/3/2024	NB135
Lynch, B	1/30/2024	E0084358	2/27/2024	NB135
Lynch, B	2/26/2024	None	2/27/2024	NB135
Lynch, B	3/3/2024	P240303-0651	3/12/2024	NB135
Partington, A	1/29/2024	E0089534	2/13/2024	SS120
Partington, A	2/3/2024	P240203-0367	2/13/2024	SS120
Partington, A				
Turner, J	2/27/2024	P240227-0608	3/30/2024	AP184
Turner, J	2/28/2024	E0087430	3/30/2024	AP184
Turner, J	2/4/2024	E0090036	3/30/2024	AP184
Hampton, W	3/30/2024	P240329-0989	3/30/2024	AP184
Hampton, W	1/11/2024	P240111-0121	3/30/2024	AP184
Hampton, W	1/10/2024	E0090011	3/30/2024	AP184
Stracener, A	2.20.24	E0091061	3.2.24	WH203
Stracener, A	1.24.24	E0082905	3.3.24	WH203
Stracener, A	3.1.24	P240301-0640	3.4.24	WH203
Sattler, A	2.4.24	E0086831	3.2.24	WH203
Sattler, A	1.30.24	E0085871	3.4.24	WH203
Sattler, A	2.18.24	P240218-0515	3.4.24	WH203
Fenton, R.	1.20.24	E0088328	3.2.24	WH203
Fenton, R.	2.12.24	E0091052	3.4.24	WH203
Fenton, R.	2.4.24	P240204-0374	3.4.24	WH203
Scott, K	1.29.24	E0088547	3.2.24	WH203
Scott, K	2.16.24	E0085893	3.7.24	WH203
Scott, K	1.31.24	P240131-0323	3.7.24	WH203

(5d)

Farmer, C.	1.24.24	E0088548	3.3.24	WH203
Farmer, C.	1.31.24	P240131-0324	3.7.24	WH203
Farmer, C.	3.1.24	E0083283	3.7.24	WH203

<b>Waxahachie Police Department</b>					
<b>2024 Video Camera Review Log</b>					
<b>2nd QUARTER</b>					
<b>B Shift</b>					
<b>Officer Name</b>	<b>Date of Incident</b>	<b>Case No.(Opt.)</b>	<b>Date of Review</b>	<b>Reviewed by</b>	
Blain, N	4/24/2024	P240424-1279	6/13/2024	SS120	
Blain, N	5/30/2024	none	6/13/2024	SS120	
Blain, N	6/9/2024	E0088701	6/13/2024	SS120	
Gonzales, A	4/23/2024	none	6/9/2024	NB135	
Gonzales, A	4/13/2024	240413-15313	6/10/2024	NB135	
Gonzales, A	5/11/2024	P240511-1497	6/10/2024	NB135	
Brasher, A	5/1/2024	None	6/9/2024	NB135	
Brasher, A	5/26/2024	P240526-1684	6/10/2024	NB135	
Brasher, A	6/8/2024	none	6/10/2024	NB135	
Stephens, B	4/27/2024	E0090099	5/30/2024	NB135	
Stephens, B	5/6/2024	P240506-1425	5/30/2024	NB135	
Stephens, B	5/26/2024	None	6/4/2024	AB 192	
Ippolito, B	4/18/2024	P240418-1217	5/30/2024	NB135	
Ippolito, B	4/22/2024	E0092010	5/30/2024	NB135	
Ippolito, B	4/8/2024	P240408-1099	6/4/2024	AB 192	
Moxley, J	5/21/2024	E0093025	5/30/2024	NB135	
Moxley, J	5/15/2024	P240515-1545	5/29/2024	NB135	
Moxley, J	5/30/2024	None	6/4/2024	AB 192	
Clayton, R	4/28/2024	P240428-1338	5/30/2024	NB135	
Clayton, R	5/12/2024	E0092579	5/30/2024	NB135	
Clayton, R	5/29/2024	None	6/4/2024	AB 192	
Gilbert, B	5/8/2024	240508-19261	5/11/2024	NB135	
Gilbert, B	5/11/2024	E0088686	5/30/2024	NB135	
Gilbert, B	5/11/2024	None	6/4/2024	AB 192	
Flores, A	n/a	n/a	n/a	n/a	
Flores, A	n/a	n/a	n/a	n/a	
Flores, A	n/a	n/a	n/a	n/a	
Lynch, B	4/8/2024	P240408-1099	6/4/2024	AB 192	

(5d)

Lynch, B	5/11/2024	E0089640	6/4/2024	AB 192
Lynch, B	5/26/2024	none	6/4/2024	AB 192
Partington, A	4/28/2024	none	6/13/2024	SS120
Partington, A	5/29/2024	none	6/13/2024	SS120
Partington, A	6/4/2024	P240604-1808	6/13/2024	SS120
Turner, J	6/22/2024	P240622-2011	7/3/2024	AP184
Turner, J	6/21/2024	P240621-2008	7/3/2024	AP184
Turner, J	6/21/2024	none	7/3/2024	AP184
Hampton, W	6/8/2024	E0093550	7/3/2024	AP184
Hampton, W	6/8/2024	NONE	7/3/2024	AP184
Hampton, W	6/8/2024	P240608-1851	7/3/2024	AP184
Stracener, A	4.13.24	E0085491	4.14.24	WH203
Stracener, A	5.1.24	P240501-1370	5.2.24	WH203
Stracener, A	5.10.24	P240510-1476	5.11.24	WH203
Sattler, A	4.9.24	E0089606	4.14.24	WH203
Sattler, A	4.3.24	E0085948	4.14.24	WH203
Sattler, A	5.7.24	E0093518	5.11.24	WH203
Fenton, R.	4.8.24	E0089602	4.14.24	WH203
Fenton, R.	5.1.24	E0091150	5.24.24	WH203
Fenton, R.	5.1.24	P240501-1375	5.24.24	WH203
Scott, K	4.8.24	E0089033	4.14.24	WH203
Scott, K	5.24.24	E0092026	5.24.24	WH203
Scott, K	5.6.24	P240506-1423	5.24.24	WH203
Farmer, C.	4.13.24	E0085978	4.14.24	WH203
Farmer, C.	4.8.24	E0090078	4.14.24	WH203
Farmer, C.	5.21.24	P240521-1619	5.24.24	WH203

(5d)

**Waxahachie Police  
Department**

**2024 Video Camera  
Review Log**

3rd QUARTER					
B Shift	B Shift				
Officer Name	Date of Incident	Case No. (Opt.)	Date of Review	Reviewed by	
Fuller, B	7/11/2024	none	8/30/2024	SS120	
Fuller, B	8/7/2024	P240807-2655	8/30/2024	SS120	
Fuller, B	Light Duty				
Gonzales, A	7/15/2024	P240715-2336	8/31/2024	BF122	
Gonzales, A	8/2/2024	E0089703	8/31/2024	BF122	
Gonzales, A	9/9/2024	P240907-3056	9/10/2024	BF122	
Brasher, A	7/20/2024	P240720-2392	8/31/2024	BF122	
Brasher, A	7/30/2024	E0090179	8/31/2024	BF122	
Brasher, A	9/9/2024	CFS/NCO	9/14/2024	BF122	
Ippolito, B	7/7/2024	P240707-2231	8/31/2024	BF122	
Ippolito, B	8/26/2024	E0089730	8/31/2024	BF122	
Ippolito, B	9/5/2024	E0089739	9/14/2024	BF122	
Moxley, J	7/6/2024	P240706-2218	8/31/2024	BF122	
Moxley, J	8/7/2024	E0090704	8/31/2024	BF122	
Moxley, J	9/1/2024	NCO	9/14/2024	BF122	
Clayton, R	7/6/2024	E0092677	8/31/2024	BF122	
Clayton, R	8/4/2024	P240804-2612	8/31/2024	BF122	
Clayton, R	9/9/2024	P240907-3056	9/14/2024	BF122	
Gilbert, B	7/25/2024	P240725-2461	8/31/2024	BF122	
Gilbert, B	8/16/2024	E0092706	8/31/2024	BF122	
Gilbert, B	9/5/2024	CFS/NCO	9/14/2024	BF122	
Flores, A	8/16/2024	P240816-2757	9/1/2024	BF122	
Flores, A	8/22/2024	E0091656	9/1/2024	BF122	
Flores, A	9/9/2024	P240907-3056	9/10/2024	BF122	
Lynch, B	7/16/2024	E0091632	8/31/2024	BF122	
Lynch, B	8/12/2024	P240812-2706	8/31/2024	BF122	
Lynch, B	9/9/2024	P240909-3076	9/14/2024	BF122	

(5d)

Partington, A	7/10/2024	P240710-2278	8/30/2024	SS120
Partington, A	8/21/2024	P240821-0838	8/30/2024	SS120
Partington, A	9/5/2024	P240905-3030	9/5/2024	SS120
Turner, J	9/19/2024	NCO	11/19/2024	AP184
Turner, J	8/13/2024	NCO	11/19/2024	AP184
Turner, J	8/3/2024	E0083417	11/19/2024	AP184
Hampton, W	9/23/2024	E0088920	11/19/2024	AP184
Hampton, W	8/4/2024	E0090186	11/19/2024	AP184
Hampton, W	7/2/2024	E0090143	11/19/2024	AP184
Stracener, A	7.29.24	E0089693	8.3.24	WH203
Stracener, A	7.25.24	E0093417	8.5.24	WH203
Stracener, A	7.30.94	P240730-2541	8.12.24	WH203
Sattler, A	7.5.24	E0089212	8.5.24	WH203
Sattler, A	7.25.24	E0090166	8.5.24	WH203
Sattler, A	7.31.24	P240731-2556	8.5.24	WH203
Fenton, R.	8.3.24	E0094546	8.7.24	WH203
Fenton, R.	7.5.24	E0092676	8.7.24	WH203
Fenton, R.	8.31.24	E0093649	9.1.24	WH203
Scott, K	8.9.24	NCO	8.12.24	WH203
Scott, K	8.24.24	NCO	8.26.24	WH203
Scott, K	8.18.24	P240818-2786	8.29.24	WH203
Farmer, C.	8.3.24	P240803-2599	8.4.24	WH203
Farmer, C.	7.6.24	E009631	8.5.24	WH203
Farmer, C.	7.30.24	P240730-2543	8.5.24	WH203
Perez, S.	7.18.24	E0091218	8.5.24	WH203
Perez, S.	7.1.24	P240701-2154	8.7.24	WH203
Perez, S.	8.9.24	E0090707	8.29.24	WH203

Waxahachie Police Department				
2024 Video Camera Review Log				
4th QUARTER				
B Shift				
Officer Name	Date of Incident	Case No.(Opt.)	Date of Review	Reviewed by
Fuller, B	10/31/2024	P241031-3711	12/11/2024	SS120
Fuller, B	11/19/2024	None	12/11/2024	SS120
Fuller, B	12/3/2024	None	12/11/2024	SS120

(5d)

Gonzales, A	10/21/2024	P241021-46042	12/8/2024	BF122
Gonzales, A	11/9/2024	P241109-3804	12/8/2024	BF122
Gonzales, A	12/3/2024	CFS/NCO	12/8/2024	BF122
Brasher, A	11/8/2024	P241108-3792	11/9/2024	SS120
Brasher, A	10/7/2024	E0091389	12/8/2024	BF122
Brasher, A	11/22/2024	P241122-3967	12/8/2024	BF122
Ippolito, B	11/8/2024	P241108-3792	11/9/2024	SS120
Ippolito, B	10/21/2024	241021-3612	10/21/2024	BF122
Ippolito, B	11/24/2024	E0092834	12/8/2024	BF122
Moxley, J	10/17/2024	P241017-3558	12/8/2024	BF122
Moxley, J	11/15/2024	P241115-3868	12/8/2024	BF122
Moxley, J	12/3/2024	CFS/NCO	12/8/2024	BF122
Clayton, R	11/8/2024	P241108-3792	11/9/2024	SS120
Clayton, R	10/22/2024	E0090266	12/8/2024	BF122
Clayton, R	12/2/2024	P241202-4072	12/8/2024	BF122
Gilbert, B	10/22/2024	P241022-3622	12/9/2024	BF122
Gilbert, B	11/24/2024	P241124-3978	11/24/2024	BF122
Gilbert, B	12/2/2024	P241202-4074	12/9/2024	BF122
Flores, A	11/8/2024	P241108-3792	11/9/2024	SS120
Flores, A	12/7/2024	P241207-4120	12/7/2024	AB192
Flores, A	10/26/2024	E0089365	12/9/2024	BF122
Lynch, B	10/4/2024	E0095012	12/9/2024	BF122
Lynch, B	11/19/2024	P241119-3930	12/12/2024	BF122
Lynch, B	12/6/2024	CFS/NCO	12/12/2024	BF122
Christian, T.	11/8/2024	P241108-3792	11/9/2024	SS120
Christian, T.	10/27/2024	E0095033	12/12/2024	BF122
Christian, T.	12/6/2024	CFS/NCO	12/12/2024	BF122
Partington, A	11/18/2024	P241118-3909	11/19/2024	SS120
Partington, A	11/19/2024	P241119-3922	11/19/2024	SS120
Partington, A	12/8/2024	P241208-4129	12/11/2024	SS120
Ippolito, B				
Ippolito, B				
Ippolito, B				
Hampton, W				
Hampton, W				
Hampton, W				
Stracener, A	11/8/2024	E0089824	11/10/2024	WH203
Stracener, A	11/19/2024	P241119-3922	11/19/2024	SS120
Stracener, A	11/4/2024	E0089821	11/28/2024	WH203

(5d)

Sattler, A	10/25/2024	E0090418	10/27/2024	WH203
Sattler, A	10/8/2024	E0089825	11/28/2024	WH203
Sattler, A	11/18/2024	E0093414	11/28/2024	WH203
Fenton, R.	10/26/2024	E0090838	11/10/2024	WH203
Fenton, R.	11/5/2024	E0094752	11/28/2024	WH203
Fenton, R.	11/9/2024	P241109-3794	11/28/2024	WH203
Scott, K	10/12/2024	p241012-3514	10/27/2024	WH203
Scott, K	10/2/2024	P241002-3357	10/27/2024	WH203
Scott, K	11/19/2024	P241119-3922	11/19/2024	SS120
Farmer, C.	10/7/2024	E0090787	11/10/2024	WH203
Farmer, C.	11/18/2024	P241118-3909	11/19/2024	SS120
Farmer, C.	10/21/2024	E0089359	11/28/2024	WH203
Perez, S.	10/16/2024	E0093338	10/31/2024	WH203
Perez, S.	11/4/2024	E0092292	11/28/2024	WH203
Perez, S.	10/31/2024	E0090847	11/28/2024	WH203
Rodriguez, M.	10/7/2024	E0093679	10/31/2024	WH203
Rodriguez, M.	10/12/2024	P241012-3512	10/31/2024	WH203
Rodriguez, M.	11/4/2024	P241104-3739	11/28/2024	WH203
Errisuriz, E.	10/8/2024	E0092794	10/27/2024	WH203
Errisuriz, E.	10/25/2024	E0089360	10/27/2024	WH203
Errisuriz, E.	10/16/2024	E0094723	10/31/2024	WH203

Report prepared by Wade G. Goolsby



(enc)



## Memorandum

To: Honorable Mayor and City Council  
From: Joe Wiser, Chief of Police  
Thru: Michael Scott, City Manager  
Date: February 3, 2025  
Re: Resolution to Support First Responders Mental Health Program Grant Funding Year Three Application

---

The City of Waxahachie has made application with the Office of the Texas Governor to receive partial funding for a third year regarding the First Responders Mental Health Program. Partial funding for the program would be provided by the Victims of Crime Act, (VOCA). The third year of the program would coincide with the City's FY25-26 Fiscal Year, beginning in October.

The total cost to operate the annual program is \$98,000. The grant application provides for \$35,000 to offset those costs. If successful in the application process, the grant would require a twenty percent (20%) match from the City of Waxahachie (or \$7,000). A budgetary enhancement would need to be approved in the amount of \$56,000; bringing the city's total expenditure for the budget year FY26 to \$63,000.

Monies to fund the match would come from the General Fund unrestricted reserve and be included as a part of the FY26 annual Police Department operating budget. The benefits of this program spans three departments: Fire, Police, and Emergency Management.

(50)

The grant application also requires Council's acceptance of the terms as detailed in the accompanying resolution included for your consideration. If approved, and accepted by Council, the resolution would be submitted along with the application requesting the funding.

Thank you for your consideration.

(5e)

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION OF THE CITY OF WAXAHACHIE TO OPERATE THE “FIRST RESPONDERS MENTAL HEALTH PROGRAM” FOR THE FISCAL YEAR 2025**

**WHEREAS**, The City of Waxahachie finds it in the best interest of the citizens of Waxahachie, Texas that the First Responder Mental Health Program be operated for the 2025-2026 grant year and;

**WHEREAS**, The City of Waxahachie agrees to provide applicable matching funds for the said project by the VA-Victims of Crime Act Formula Grant Program grant application; and

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

**WHEREAS**, The City of Waxahachie designates Albert Lawrence, Deputy City Manager 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 City of Waxahachie approves submission of the grant application for the First Responder Mental Health Program to the Office of the Governor.

Grant Number/Application: 5342901

**APPROVED** this 3<sup>rd</sup> day of February, 2025.

**APPROVED:**

\_\_\_\_\_  
Billie Wallace, Mayor

**ATTEST:**

\_\_\_\_\_  
Amber Villarreal, City Secretary

(7)

# **PROCLAMATION**

**WHEREAS**, the International Association of Lions Clubs was organized by businessman Melvin Jones on June 7, 1917 in Chicago, Illinois and is the world's largest and most active service club organization with approximately 1.7 million members in 162 countries; and

**WHEREAS**, the Lions Club members are bonded together by their common spirit of support and dedication to the needs of their communities as shown by the motto of every Lion, "We Serve"; and

**WHEREAS**, Leo Clubs, representing Leadership, Experience, and Opportunity, was started in 1957 by baseball coach Jim Garver and the Lions Club International adopted the Leo Club Program in October 1967; and

**WHEREAS**, the Leo Club Program has over 6,500 clubs in over 140 countries; and

**WHEREAS**, Lions Club International ended the ban on women in May 1987; and

**WHEREAS**, the Lions Club is focused on global causes such as vision, diabetes, hunger, environment, and childhood cancer and offers various grants for those in need; and

**WHEREAS**, Texas has had four International Presidents from our great state: H.C. Petry, Jr. (1950-1951), David A. Evans (1968-1969), Everett J. Grindstaff (1982-1983), and Jimmy M. Ross (2006-2007); and

**WHEREAS**, the Lions Club has had three District Governors, one MD-2 Council of Governors; 1941-1942 Lewis M. Stickney; 1950-1951 James H. Harbin; 2011-2012 John D. Landrum, Jr.; 2018-2019 IPCC John D. Landrum, Jr.; and

**WHEREAS**, the Waxahachie Lions Club was organized on February 3, 1925 and conducts an annual mobile vision clinic for Waxahachie ISD students that need eyeglasses; hosts the Hachie 50 Ultra-Marathon attracting hundreds of runners from around the nation; builds beds for Sleep in Heavenly Peace; contributes proceeds to over 15 local charities and more.

**NOW, THEREFORE**, I, Mayor Billie Wallace, along with the entire City Council, do hereby proclaim February 3, 2025 as

## ***"LIONS CLUB DAY"***

and congratulate the Waxahachie Lions Club on the 100th anniversary of its founding and that all those associated with the club be extended sincere best wishes for continued success and happiness.

PROCLAIMED this 3<sup>rd</sup> day of February, 2025.

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MAYOR

ATTEST:

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CITY SECRETARY

(8)



## Memorandum

To: Honorable Mayor and Council  
From: Gumaro Martinez, Executive Director of Parks & Leisure Services  
Thru: Michael Scott, City Manager  
Date: February 3, 2025  
Re: Consider Reauthorization of the City of Waxahachie Policy on Economic Development Incentives

---

**Recommended Motion:** "I move to approve the reauthorization of the City of Waxahachie Policy on Economic Development Incentives as presented by staff."

**Item Description:** Consider reauthorizing the guidelines and criteria (policy) for governing economic development incentives for the City of Waxahachie. Texas State Tax Code Chapter 312 requires that local governments review and renew their guidelines and criteria for governing economic development incentives every two (2) years.

**Item Summary:** The policy was reviewed and updated with new dates, minor grammatical and formatting changes. No changes to the language were made. Outside of the minor changes, staff has reviewed the current policy and does not recommend any additional changes.

This item was presented to the Economic Development Commission on January 22, 2025, and the commission voted unanimously to reauthorize the City of Waxahachie Policy on Economic Development Incentive as presented. The Economic Development Commission's recommendation allows the policy to be considered by the City Council and formally reauthorized through the adoption of a resolution.

**Fiscal Impact:** There will be no impact to the approved budget.

(9)

RESOLUTION NO.

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WAXAHACHIE, TEXAS, ADOPTING A COMPREHENSIVE POLICY OF GUIDELINES AND CRITERIA FOR GOVERNING ECONOMIC DEVELOPMENT INCENTIVES, INCLUDING TAX ABATEMENT AGREEMENTS, WITHIN THE CITY OF WAXAHACHIE AND ITS EXTRATERRITORIAL JURISDICTION.**

WHEREAS, the City Council desires to promote economic development within Waxahachie; and

WHEREAS, the provision of certain economic development incentives may encourage prospective businesses and companies to locate in Waxahachie or existing businesses and companies to expand; and

WHEREAS, the establishment of specific guidelines, criteria, and procedures are necessary to ensure that tax abatement incentives are given and administered effectively; and

WHEREAS, a Public Hearing was held regarding the adoption and reauthorization of the policy and to give the public the opportunity to be heard; and

WHEREAS, the adoption of guidelines and criteria are required by State law before an area may be established as a reinvestment zone;

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

Section 1. That the City of Waxahachie hereby establishes certain guidelines and criteria governing economic development incentives, including tax abatement agreements, within the City of Waxahachie and its extraterritorial jurisdiction attached as "Exhibit A", and such guidelines and criteria shall expressly govern all subsequent tax abatement agreements.

Section 2. That an ECONOMIC DEVELOPMENT COMMISSION has been established by ordinance of the City of Waxahachie and charged with the duty of reviewing all applications for tax abatement, making recommendations to the City Council, concerning such applications, and initiating amendments to these guidelines and criteria.

Section 3. That such guidelines and criteria shall be effective for two (2) years from May 1, 2025 and may only be amended or repealed by a three-fourths vote of the City Council.

PASSED AND APPROVED this 3<sup>rd</sup> day of February, 2025.

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MAYOR

ATTEST:

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City Secretary

(a)

## Exhibit "A"

# CITY OF WAXAHACHIE, TEXAS POLICY ON ECONOMIC DEVELOPMENT INCENTIVES

### I. PURPOSE AND OBJECTIVE

The City of Waxahachie is committed to the promotion of quality development in all parts of the city; and to an ongoing improvement in the quality of life for its citizens. Insofar as these objectives are generally served by the enhancement and expansion of the local economy, the City of Waxahachie will, on a case-by-case basis, give consideration to providing incentives as a stimulation for economic development in Waxahachie. It is the policy of the City of Waxahachie that said consideration will be provided in accordance with the procedures and criteria outlined in this document. However, nothing herein shall imply or suggest that the City of Waxahachie is under obligation to provide any incentive to any applicant. All applicants shall be considered on a case-by-case basis.

### II. DEFINITIONS

- A. **Agreement** means a contractual agreement between a property owner, a lessee (if applicable) and the City of Waxahachie for the purposes of tax abatement.
- B. **Applicant** means one or more owners and, where applicable, lessees of property who request tax abatement in accordance with these guidelines. For example, when real property for which abatement is requested is to be leased to a lessee who will be employing persons at the property, both the owner and the lessee are collectively the applicant.
- C. **Eligible Property** means all property eligible for tax abatement under the Property Redevelopment and Tax Abatement Act, including real property located within a Reinvestment and/or Enterprise Zone and tangible personal property which is located within a Reinvestment Zone and/or Enterprise Zone after the effective date of a tax abatement agreement.
- D. **Permanent Employee** means an employee who is employed by the applicant to work at least 1,820 or more hours per year with a company provided health benefit plan and paid wages in excess of Ellis County's median wage. The health benefit plan for the employee must be at a reasonable rate and must allow the employee access to the plan for their dependents. The Ellis County median wage will be determined by the most recent release of the American Community Survey available at the time of submission of the Application for Incentives.
- E. **Property Redevelopment and Tax Abatement Act** means such act as codified as Chapter 312 of V.T.C.A., Tax Code.

(a)

- F. **Reinvestment Zone** means an area designated in accordance with the Property Redevelopment and Tax Abatement Act by the City of Waxahachie.

### **III. CRITERIA FOR ECONOMIC DEVELOPMENT INCENTIVES**

The following minimum criteria may be used for consideration of any tax abatement incentives:

- A. For new development, the project must add and retain at least ten (10) permanent employees. For existing companies, the development, redevelopment or expansion must employ at least 10 permanent employees as a result of the proposed development. If the project involves leased facilities, then either the owner or lessee must meet the job commitment; and
- B. An investment of at least \$2,000,000.00 in new property improvements as assessed on property tax roll is required, and the economic life of the facility or improvements must exceed the abatement period; and
- C. The project meets all relevant zoning requirements.

In addition to the minimum requirements stated above, the following subjective criteria shall be considered prior to granting any economic development incentive:

- D. Is the project consistent with the comprehensive and strategic plans of the City of Waxahachie?
- E. What types and cost of public improvements and services (water and sewer main extension, streets and alleys, etc.) will be required of the City? What types and values of public improvements, if any, will be made by the applicant? How will this project affect the Waxahachie Independent School District and Ellis County?
- F. Notwithstanding any other provision of this policy document, the exemption of real and tangible personal property can be considered for tax abatement only to the extent that its new value exceeds the value for the year in which the agreement is executed. As an example, if existing real property is valued at \$2 million and the personal property is valued at \$3 million, then all improvements (excepting inventory and supplies) over \$5 million could be considered for tax abatement purposes.

### **IV. TYPES OF INCENTIVES**

It is the intent of the City of Waxahachie to customize the offering of economic development incentives on a case-by-case basis. This individualized design of a total incentive package is intended to allow maximum flexibility in addressing the unique concerns of each applicant while enabling the City to better respond to the changing needs of the community. Any incentives allowable by state and federal law may be considered.

The criteria outlined in Section III above will be used to determine whether it is in the best interest of the City of Waxahachie to provide any economic development incentives to a particular applicant. The degree to

(9)

which the specified project furthers the goals and objectives of the City of Waxahachie and the relative impact of the specified project will be used to determine the total value of the incentives provided. As a general rule, no tax abatement will be provided to any applicant in an amount exceeding the value of the following:

- A. Where the increased value of the eligible improvements exceeds \$2,000,000 over the value in the year in which the agreement is executed, the amount of the tax abatement may not exceed sixty percent (60%) of the taxes assessed and such abatement may not exceed a term of seven (7) years.
- B. Where the increased value of the eligible "new business" improvements exceed \$50,000,000 over the value in the year in which the agreement is executed, the amount of the tax abatement may be 100% of the taxes assessed for said eligible improvements for a maximum of two years to allow for construction in progress. To receive a maximum two year, 100% abatement, construction must extend through January 1st of two consecutive years. Tax abatements granted during construction in progress are in addition to any long-term abatements granted.

#### **V. APPLICATION PROCEDURES**

Any person, partnership, organization, corporation, or other entity desiring that the City of Waxahachie consider providing tax abatement incentives to encourage location or expanded operations within the city limits or the extraterritorial jurisdiction of Waxahachie shall be required to comply with the following application procedures. However, nothing within these guidelines shall imply or suggest that the City is under any obligation to provide any incentive to any applicant.

Applicant shall file an application form, which shall include at least the following information:

- A. A plat showing the precise location of the property and present zoning, all roadways within 300 feet of the site, and all existing zoning and land uses within 300 feet of the site.
- B. If the property is described by metes and bounds, a complete legal description shall be provided.
- C. A brief description of the proposed improvements or expansion and its projected costs; the type of business operation proposed; the number and type of jobs created, including information pertaining to anticipated job transfers, the projected date of operation; and the type and value of any economic development incentives requested. Applicant must address issues in Section III (Criteria) of the Policy Statement in letter format.
- D. The applicant shall provide any other information about the proposed project as may be required by the City.

An application must be on file with the City of Waxahachie and approved by the Waxahachie Economic Development Commission prior to any construction, equipment purchase, or land purchase, for said property to be considered for tax abatement purposes.

Once the application has been received, the information submitted will be reviewed for completeness and accuracy. The application will then be distributed to the appropriate departments for internal review and comments. Following staff review, copies of the complete application package and staff comments will be provided to the Economic Development Commission and subsequently to City Council. The

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Economic Development Commission will meet to discuss the proposal at a work session prior to making a formal recommendation to the City Council.

At a subsequent regular City Council meeting, the application for any economic development incentive may be considered. If any incentives include tax abatement, then certain public notice and hearings are required as mandated by State law under the Property Redevelopment and Tax Abatement Act and must be followed for the designation of a reinvestment zone and execution of a tax abatement agreement. Prior to final approval, all legal documents to effect such reinvestment zone(s) and tax abatement agreements shall be drafted and approved by the City Attorney.

Should the City Council determine that it is in the best interest of the City of Waxahachie to provide tax abatement incentives to a particular applicant, a resolution shall be adopted declaring that under the guidelines and criteria established herein, the application is eligible for tax abatement incentives and that the Mayor is authorized to execute a contract with the application enumerating the type of incentives and governing the conditions applicable to them. Any agreement so adopted must include at least the following specific items:

- A. Description of the type of incentive to be provided and its duration.
- B. Legal description of the property to be designated as a reinvestment zone.
- C. Detailed information regarding the type, number, location, and costs of planned improvements.
- D. A statement that actual construction of improvements will begin no more than twelve (12) months from the date tax abatement is approved. In the event of non-compliance with this provision, the application shall be null and void with the right to reapply.
- E. A statement granting the access to and inspection of the property and proposed improvements by City inspectors and officials to ensure that the improvements or repairs are made according to specifications and conditions of the agreements.
- F. A statement limiting the uses of the property consistent with the general purpose of encouraging development or redevelopment of the zone during the period that property tax exemptions are in effect; and
- G. A statement providing for the recapturing of property tax revenue lost as a result of the agreement if the owner of the property fails to make the improvements or repairs as provided by the agreement.

The agreement will provide for the recapture of all or a portion of property tax revenue lost as a result of the agreement:

- A. If the owner of the property fails to create all or a portion of the number of new jobs provided by the agreement; or
- B. If the appraised value of the property subject to the agreement does not attain a value specified in the agreement; or

(9)

- C. If the owner fails to meet any other performance criteria provided by the agreement, and payment of a penalty or interest, or both, on that recaptured property tax revenue.

If a leased facility is granted tax abatement, the agreement shall be executed with the City, the lessor, and the lessee.

In accordance with Chapter 2270 of the Texas Government Code (as amended by Tex. H.B. 793, 86th Leg., R.S. (2019)), the agreement must also contain a written verification from the company that it: (1) does not boycott Israel; and (2) will not boycott Israel during the term of the agreement. Chapter 2270 of the Texas Government Code does not apply to a (1) a company that is a sole proprietorship; (2) a company that has fewer than ten (10) full-time employees; or (3) the agreement has a value of less than One Hundred Thousand Dollars (\$100,000.00). Unless the OWNER is not subject to Chapter 2270 for the reasons stated herein, the signatory executing the Agreement on behalf of the OWNER must verify that the OWNER does not boycott Israel and will not boycott Israel during the term of the agreement.

In addition, Section 2264.051 of the Texas Government Code requires the City to provide within the tax abatement application a statement certifying that the business, or a branch, division, or department of the business, does not and will not knowingly employ an undocumented worker. Further, the tax abatement agreement will contain a provision specifying the rate and terms of the payment of interest should the business be convicted of knowingly employing an undocumented worker, in violation of 8 U.S.C. Section 1324a(f).

Once the tax abatement agreement has been established, the property owner must file an "Application for Property Tax Abatement Exemption" form with the Ellis Appraisal District. This form, Form 50-116, is provided by the Texas Comptroller of Public Accounts and can be obtained via their website at [www.comptroller.texas.gov](http://www.comptroller.texas.gov).

## **VI. COMPLIANCE AUDITS, REVIEWS AND INSPECTIONS**

The City shall have the right to conduct reviews, audits, and inspections to evaluate the applicant's performance and compliance with the terms of the tax abatement agreement after the abatement is granted. The City shall also have the right to conduct review, audits, and inspections during the application process to verify information in the application and assess project feasibility and benefit. The applicant must agree to provide to the City requested information promptly after request by the City for purposes of these reviews and audits, and agree to give the City the right to inspect the applicant's operations during regular business hours.

## **VII. AMENDMENTS TO THESE GUIDELINES AND CRITERIA**

The guidelines and criteria adopted herein shall not be amended except by three-fourth (3/4ths) vote of the City Council. Amendments to these guidelines and criteria must be initiated by resolution approved by a majority of the voting members of the Economic Development Commission and thereafter submitted to the City Council.

(9)

**VIII. EFFECTIVE DATE**

These guidelines and criteria adopted herein shall be effective for two (2) years from May 1, 2025 unless otherwise repealed in their entirety or amended by three-fourth (3/4ths) vote of the City Council.

PASSED and APPROVED this 3<sup>rd</sup> day of February, 2025.

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CITY SECRETARY



## Memorandum

To: Honorable Mayor and City Council  
From: Justin Stoker, P.E., CFM, Director of Public Works & Engineering  
Thru: Michael Scott, City Manager  
Date: February 17, 2025  
Re: Consider Service Contract with Andale Construction, Inc. for Concrete Resurfacing Product

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**Recommended Motion:** "I move to authorize a contract with Andale Construction, Inc. for the application of a concrete resurfacing product in an amount not to exceed \$276,794 plus a contingency of \$13,840 and authorize the City Manager to execute all necessary documents."

**Item Description:** Consider a service contract to Andale Construction, Inc. for the application of Oxcon, a concrete resurfacing product in an amount not to exceed of \$276,794 plus a contingency of \$13,840.

**Item Summary:** The application of Oxcon, a concrete resurfacing product, will protect and extend the life of concrete roads. Oxcon is a Polymer Composite Micro Overlay (PCMO) specifically designed to repair deterioration such as spalling, scaling, and disintegration. It is a cost-effective solution that reduces construction time and community intrusion compared to full reconstruction projects. This project includes Gingerbread Lane, starting in the concrete section north of Village Gate Drive, and ending at the I-35E Service Road.

Andale Construction, Inc. is the only provider of the Oxcon product in Texas. This contract will be issued as a sole source contract.

**Fiscal Impact:** The quote of \$276,794 is based upon an estimated area. Therefore, a 5% contingency of \$13,840 is requested to accommodate small variations in actual quantities installed. The total service contract is for an amount not to exceed \$290,634 funded from the currently approved Streets Operating Fund budget.

(1107)

# LOCATION MAP

## **OXCON - CONCRETE REFINISHER PROJECT**

GINGERBREAD LANE BETWEEN  
508 GINGERBREAD LANE AND IH-35 FRONTAGE





## Memorandum

To: Honorable Mayor and City Council

From: Justin Stoker, P.E., CFM, Director of Public Works & Engineering

Thru: Michael Scott, City Manager

Date: February 3, 2025

Re: Consider Service Contract with Donelson Construction Company, LLC for Asphalt Pavement Preservation

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**Recommended Motion:** "I move to authorize a contract with Donelson Construction Company, LLC, for the application of an asphalt preservation product in an amount not to exceed \$750,000, and authorize the City Manager to execute all necessary documents."

**Item Description:** Consider approval of a contract to Donelson Construction Company, LLC for the application of Pressure Pave, an asphalt pavement preservation product, in an amount not to exceed \$750,000.

**Item Summary:** Pressure Pave is a cost-effective solution that pressure-injects a crack sealant into asphalt pavement while applying a durable thin overlay. Donelson is a sole-source provider for the Pressure Pave product.

This project consists of applying Pressure Pave to the following asphalt streets:

W. University Ave	from	Sycamore St	to	Marvin Ave
Williams St	from	Oldham Ave	to	Richmond Ln
Wyatt St	from	MLK Jr Blvd	to	Peters St
Oneida St	from	Perry St	to	Jefferson St
Jefferson St	from	Clift St	to	Getzendaner Ave
Gingerbread Ln	from	508 Gingerbread	to	Bus US 287
Village Green Ct	from	Gingerbread Ln	to	Cul-de-sac
Village Gate Dr	from	IH-35 Frontage	to	Cul-de-sac

(11)

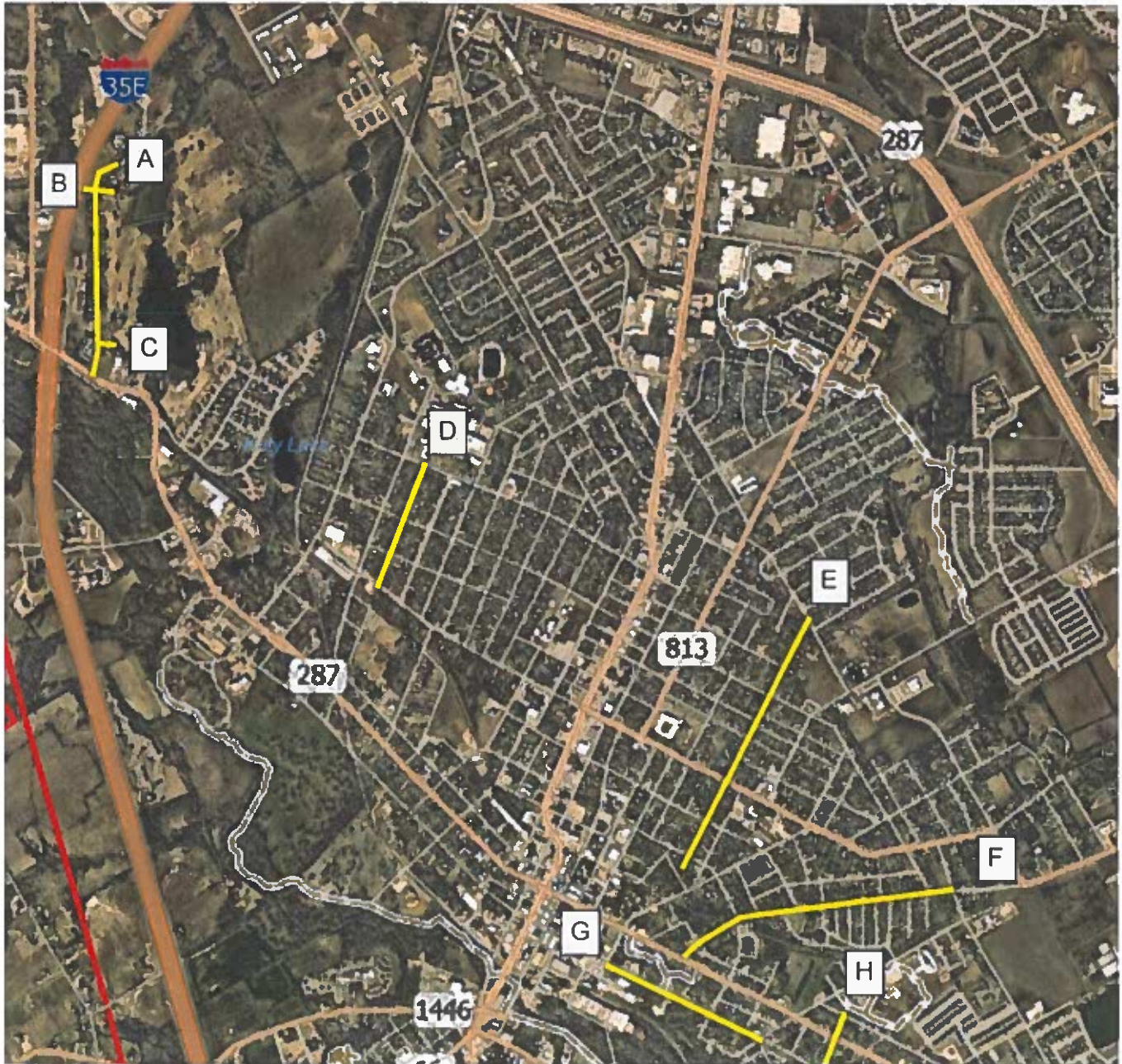
**Fiscal Impact:** The total service contract with Donelson Construction Company is in an amount not to exceed \$750,000, which is funded from the approved Street Operations Fund budget.

(11)



# LOCATION MAP

## PRESSURE PAVE ASPHALT REHABILITATION PROJECT VARIOUS LOCATIONS



- |          |                        |          |                    |
|----------|------------------------|----------|--------------------|
| <b>A</b> | GINGERBREAD LANE       | <b>E</b> | WILLIAMS STREET    |
| <b>B</b> | VILLAGE GATE DRIVE     | <b>F</b> | WYATT STREET       |
| <b>C</b> | VILLAGE GREEN COURT    | <b>G</b> | E JEFFERSON STREET |
| <b>D</b> | WEST UNIVERSITY AVENUE | <b>H</b> | ONEIDA STREET      |

(12)



## Memorandum

To: Honorable Mayor and City Council

From: Amber Villarreal, City Secretary

Thru: Michael Scott, City Manager

Date: February 3, 2025

Re: Consider proposed Ordinance ordering the May 3, 2025 General Election

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**Recommended Motion:** "I move to approve an Ordinance ordering the May 3, 2025 General Election as presented."

**Item Description:** Consider proposed Ordinance ordering an election to be held for the purpose of electing At-Large Council Members Places 4 and 5, providing for the filing of applications for official ballots for said elections; designating the Elections Judge and providing for clerical personnel for said elections; designating the time and place of said elections; designating the polling location(s) for said elections; and providing for a run-off election, if needed.

**Item Summary:** In the general election, At-Large Council Member Places 4 and 5 will be on the ballot this year. This election will be held as a county-wide election with multiple vote centers located throughout Ellis County. Eligible voters will be able to cast their ballot at any of the vote center locations, not just the locations within Waxahachie. Draft exhibits are pending finalization by the Elections Administrator. Once all filing and withdrawing deadlines have passed, a Joint Election Services Contract with Ellis County will be presented to City Council for approval.

**Fiscal Impact:** Funding is available in 100-112-53111 of the FY 2024-2025 General Fund budget.

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE ORDERING AN ELECTION TO BE HELD FOR THE PURPOSE OF ELECTING AT-LARGE COUNCIL MEMBER PLACES 4 AND 5; PROVIDING FOR THE FILING OF APPLICATIONS FOR OFFICIAL BALLOTS FOR SAID ELECTIONS; DESIGNATING THE ELECTIONS JUDGE AND PROVIDING FOR CLERICAL PERSONNEL FOR SAID ELECTIONS; DESIGNATING THE TIME AND PLACE OF SAID ELECTION; DESIGNATING THE POLLING LOCATION(S) FOR SAID ELECTION; AND PROVIDING FOR A RUN-OFF ELECTION, IF NEEDED; AND PROVIDING FOR AN EFFECTIVE DATE.**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WAXAHACHIE, TEXAS:**

SECTION 1. Election of Council Members. That a general election be held on the first Saturday in May 2025, being May 3, 2025, under and by virtue of the provisions of the Charter of the City of Waxahachie, Texas, and the laws of the State of Texas, for the purpose of electing At-Large Council Members for Places Four and Five with each serving a term of two (2) years and with their terms expiring in May 2027.

SECTION 2. Filing of Applications. Any person desiring his/her name to appear on the official ballot for the general election of said City Council Members, or desiring to file as a write-in candidate, shall file his/her sworn application with the City Secretary at the City Office, beginning January 15, 2025, and ending on February 14, 2025 at 5:00 p.m.; write-in candidate filing period ends on February 18, 2025.

SECTION 3. Election Judge and Clerical Personnel. The Election Judge and Clerical Personnel will be appointed/provided by the Ellis County Elections Administrator per the Joint Election Services Agreement. Ellis County Elections Administrator, Jana Onyon, will serve as Early Voting Clerk.

Jana Onyon, Early Voting Clerk  
Ellis County Elections  
204 E. Jefferson Street  
Waxahachie, Texas 75165-3752  
Phone: 972-825-5195  
Fax: 972-923-5194  
Email: [Elections@co.ellis.tx.us](mailto:Elections@co.ellis.tx.us)  
Website: <https://co.ellis.tx.us/312/Elections>

SECTION 4. Early Voting Board. The Election Judge and designated election clerks are hereby appointed to serve as the Early Voting Ballot Board for the election to be held on Saturday, May 3, 2025.

SECTION 5. Early Voting. The main early voting vote center for the election shall be the Ellis County Woman's Building (Davis Hall), 407 W. Jefferson St., Waxahachie, Texas. Multiple other locations throughout Ellis County will also be available to voters. With the election being held as a county wide election with multiple vote centers, eligible voters will be

(12)

able to cast their ballot at any vote center. A complete list of potential early voting vote centers is included in Exhibit "A." Said vote centers for early voting shall remain open between 8:00 a.m. and 5:00 p.m. on Tuesday, April 22, 2025, through Friday, April 25, 2025; from 8:00 a.m. – 4:00 p.m. on Saturday, April 26, 2025; and from 7:00 a.m. – 7:00 p.m. on Monday, April 28, 2025 and Tuesday, April 29, 2025.

SECTION 6. Time and Place of Election. That said election shall be held at multiple vote center locations, as listed in Exhibit "B," and the time of the election shall be from 7:00 a.m. to 7:00 p.m. on Saturday, May 3, 2025.

SECTION 7. Run-Off Election. Providing for a Run-Off Election, if necessary, and designating the date as Saturday, June 7, 2025, with the location being multiple vote centers, from 7:00 a.m. to 7:00 p.m., and with a designated Presiding Election Judge.

SECTION 8. Bilingual Election. The election shall be conducted with bilingual (English and Spanish) election materials and methods, in accordance with the Federal Voting Rights Act.

SECTION 9. Voting System. The election shall be conducted with DS200 Precinct Scanner/Tabulators, DS450 Absentee Scanner/Tabulators, and ADA compliant Election Systems and Software ExpressVote marking devices, for disabled voters in accordance with the Help America Vote Act (HAVA).

SECTION 10. The Council finds that an emergency involving the efficient daily operation of the City is involved, and that this ordinance will become effective immediately.

**PASSED, APPROVED, AND ADOPTED ON THIS THE 3<sup>RD</sup> DAY OF FEBRUARY 2025.**

---

Billie Wallace, Mayor

**ATTEST:**

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Amber Villarreal, City Secretary

**Joint General and Special Elections *Elecciones General y Especial Conjunta***  
**May 3, 2025 *03 de mayo de 2025***  
**DRAFT Early Voting Vote Centers**

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**Early Voting Location Dates and Times:**

*Ubicación, fechas, y horarios de la votación anticipada:*

- |   |                             |
|---|-----------------------------|
| <b>1. Ellis County Woman's Building (Main Early Voting Location)</b><br><b>407 W Jefferson St. (Davis Hall)</b> | <b>Waxahachie, TX 75165</b> |
| <b>2. Midlothian Conference Ctr (Lobby) 1 Community Circle Dr.</b>  | <b>Midlothian, TX 76065</b> |
| <b>3. Palmer ISD Annex Bldg (Portable Bldg) 303 Bulldog Way</b>   | <b>Palmer, TX 75152</b>     |
| <b>4. Ellis County Sub-Courthouse (Conf. Rm) 207 S Sonoma Trail</b>   | <b>Ennis, TX 75119</b>      |
| <b>5. Red Oak Municipal Center (Evelyn Pitts Rm) 200 Lakeview Pkwy</b>  | <b>Red Oak, TX 75154</b>    |

*\* Monday, April 21 Holiday San Jacinto Day no voting*

<b>Tuesday, April 22, 2025</b> <i>martes, 22 de abril de 2025</i>	<b>through</b> <i>hasta</i>	<b>Friday, April 25, 2025</b> <i>viernes, 25 de abril de 2025</i>	<b>8:00 AM - 5:00 PM</b> <i>8:00 AM - 5:00 PM</i>
<b>Saturday, April 26, 2025</b> <i>sábado, 26 de abril de 2025</i>			<b>8:00 AM - 4:00 PM</b> <i>8:00 AM - 4:00 PM</i>
<b>Monday, April 28, 2025</b> <i>lunes, 28 de abril de 2025</i>	<b>and</b> <i>y</i>	<b>Tuesday, April 29, 2025</b> <i>martes, 29 de abril de 2025</i>	<b>7:00 AM - 7:00 PM</b> <i>7:00 AM - 7:00 PM</i>

**Last day to register to vote for the election is: Thursday, April 03, 2025.**

*Último día para registrarse para votar en la Elecciones General y Especial Conjunta es: jueves, 03 de abril de 2025.*

**Last day for the Election's Office to receive a Regular or FPCA Ballot by Mail Application: Tuesday, April 22, 2025.**

*El Último día para que la Oficina de Elecciones reciba una solicitud regular o una solicitud de tarjeta postal federal para votar por correo (FPCA por sus siglas en inglés) es: martes, 22 de abril de 2025.*

**Absentee Application (Regular or Federal Postcard) for ballot by mail shall be mailed to:**

**Early Voting Clerk, 204 E Jefferson Street, Waxahachie, Texas 75165**

**Or email a scanned copy of signed application to [elections@co.ellis.tx.us](mailto:elections@co.ellis.tx.us)**

**Or faxed to 972-923-5194 (If faxed or emailed, then must receive original application by mail within 4 days)**

*Las solicitudes (Regular o FPCA) de boletas electorales por correo deben enviarse por correo a:*

*Secretaria de la Votación Adelantada 204 E. Jefferson Street Waxahachie, TX 75165*

*O por correo eletronico una copia e su aplicación firmada a [elections@co.ellis.tx.us](mailto:elections@co.ellis.tx.us)*

*O por fax al 972-923-5194 (Si se envía por fax o correo electrónico, debe recibir la solicitud original dentro de los cuatro días)*

**Joint General and Special Elections *Elecciones General y Especial Conjunta***

**May 3, 2025 *03 de mayo de 2025***

**DRAFT Election Day Vote Centers**

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<b>1</b>	ELLIS COUNTY SUB-COURTHOUSE (Conf Rm) 207 S SONOMA TRAIL	ENNIS, TX 75119
<b>2</b>	FAITH ASSEMBLY OF GOD CHURCH (Fellowship Hall) 1810 W BALDRIDGE ST.	ENNIS, TX 75119
<b>3</b>	FERRIS PUBLIC LIBRARY (Trussell Mtg Rm) 301 E 10TH STREET	FERRIS, TX 75125
<b>4</b>	ITALY COMMUNITY CENTER (Room) 108 HARPOLD ST.	ITALY, TX 76651
<b>5</b>	FIRST BAPTIST CHURCH-MAYPEARL (Fellowship Hall) 5744 FM 66	MAYPEARL, TX 76064
<b>6</b>	MIDLOTHIAN CHURCH OF CHRIST (Fellowship Hall) 1627 N HWY 67	MIDLOTHIAN, TX 76065
<b>7</b>	MIDLOTHIAN CONFERENCE CTR (Bluebonnet I) 1 COMMUNITY CIRCLE DR	MIDLOTHIAN, TX 76065
<b>8</b>	MOUNTAIN PEAK COMMUNITY CHURCH (Sanctuary) 751 W. FM 875	MIDLOTHIAN, TX 76065
<b>9</b>	OVILLA CITY HALL (Council Chambers Rm) 105 S Cockrel Hill Rd	OVILLA, TX 75154
<b>10</b>	PALMER ISD ANNEX BUILDING (Portable Bldg) 303 BULLDOG WAY	PALMER, TX 75152
<b>11</b>	GRACE COVENANT CHURCH (Dining Hall) 212 N MAIN ST	RED OAK, TX 75154
<b>12</b>	RED OAK MUNICIPAL CENTER (Pitts Rm) 200 LAKEVIEW PKWY	RED OAK, TX 75154
<b>13</b>	ELLIS COUNTY WOMANS BUILDING (Davis Hall) 407 W JEFFERSON ST.	WAXAHACHIE, TX 75165
<b>14</b>	PARK MEADOWS BAPTIST CHURCH (Youth Rm) 3350 N HWY 77	WAXAHACHIE, TX 75165

Pending of final list of Political Subdivisions holding an election, there could be additional locations added.