

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, March 17, 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 March 3, 2025
- b. Event application for 8th Annual Waxahachie Police Department Cops and Kids Picnic at Getzendaner Park to be held April 5, 2025
- c. Event application for NELSON Cares Community Day at Railyard Park to be held April 18, 2025
- d. Event application for 1st Annual Rotary Dog Walk to be held April 26, 2025
- e. Event application for Police Memorial in Downtown Waxahachie to be held May 15, 2025
- f. Proposed Ordinance approving a request by Richard Trees for a Petition for ETJ Release for approximately 5.3 acres, located south of 3769 Parks School House Road (Property ID 231356) – Owner: Richard Trees (ETJ-PTN-227-2024)
- g. Proposed Ordinance approving a request by Manuel Martinez, for a Petition for ETJ Release for approximately 11 acres, located at 1340 Lone Elm Road (Property ID 274553) – Owner: Manuel Martinez (ETJ-PTN-29-2025)
- h. Proposed Ordinance approving a request by Christian Ibarra, for a Petition for ETJ Release for approximately 1.18 acres, located at 1140 Butcher Rd (Property ID 148520) – Owner: Mr. W Fireworks Inc. (ETJ-PTN-38-2025)
- i. Appointment to fill unexpired term on the Waxahachie Housing Authority

- j. Parking/Loading Zone renewals from April 1, 2025-March 31, 2026
- k. Approval of 2025 City of Waxahachie Events Calendar

6. **Introduce** Honorary Council Member
7. **Consider** City of Waxahachie Annual Financial Report for year ended September 30, 2024
8. **Public Hearing** on a request by Rajiv Rugwani, All R&N Holdings LLC, for a Specific Use Permit (SUP) for an Electronic Message Sign use within a Commercial (C) zoning district located at 2271 N Highway 77 (Property ID 235438) - Owner: All R&N Holdings LLC (ZDC-13-2025)
9. **Consider** proposed Ordinance approving ZDC-13-2025
10. **Public Hearing** on a request by Paul Corp for a Specific Use Permit (SUP) for an Accessory Structure exceeding seven hundred (700) square feet use within a Future Development (FD) zoning district located at 2820 Howard Rd (Property ID 138980) - Owner: Daniel & Monica Siebert (ZDC-223-2024)
11. **Consider** proposed Ordinance approving ZDC-223-2024
12. **Public Hearing** on a request by Julissa Lopez, for a Specific Use Permit (SUP) for a Short-Term Rental use within a Single-Family-2 (SF-2) zoning district located at 302 Farley Street (Property ID 171737) – Owner(s): Higher Solutions Properties, LLC (ZDC-161-2024)
13. **Consider** proposed Ordinance approving ZDC-161-2024
14. **Consider** Engineering Professional Services Agreement for South Prong Dam Spillway Repairs Project
15. **Consider** Engineering Professional Services Agreement for Water Treatment Plants Master Plans
16. **Consider** approval of supplemental appropriation to Sokoll Fund and contract for replacement of membrane filter cell No.2 components
17. **Consider** contract for purchase of Raw Water from Tarrant Regional Water District
18. **Consider** proposed Resolution for eminent domain to acquire sewer easement
19. **Consider** contract for M&M Playground replacement project
20. **Consider** Professional Service Agreement with Kimley Horn and approval of supplemental appropriations for Lions Park Project Design and Engineering
21. Comments by Mayor, City Council, City Attorney and City Manager
22. 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 Monday, March 3, 2025 at 7:00 p.m.

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

Pastor Jared Raebel, Christ the King Lutheran Church, gave the invocation. Mayor Wallace led the Pledge of Allegiance and the Texas Pledge of Allegiance.

4. Public Comments

Sheila Hood, 3841 Black Champ Road, Waxahachie, Texas, provided an update on Ellis County Pet Coalition initiatives. She expressed gratitude to those who have toured the Tri-Cities Animal Shelter and engaged in discussions about building a state-of-the-art shelter in partnership with other cities. The Coalition has held tours with officials to gather input and is working on low-cost spay and neuter programs to tackle the stray animal issue. They are organizing workshops with volunteers to address animal placement, transport, and population control. The Coalition welcomed volunteers from all county cities and encouraged involvement to help solve animal-related challenges.

5. Consent Agenda

- a. Minutes of the City Council meeting of February 17, 2025
- b. Minutes of the City Council work session of February 18, 2025
- c. Event application for Eclipse Re-Grand Opening to be held March 22, 2025
- d. Event application for Big Top Shopping Festival in Downtown Waxahachie to be held April 5-6, 2025
- e. Event application for Baylor Scott and White Waxahachie NICU Reunion at Getzendaner Park to be held April 12, 2025
- f. Event application for Junk in the Trunk events in Downtown Waxahachie to be held April 19, 2025 and November 8, 2025

(5a)

- g. Event application for Gingerbread Trail Car Show at Getzendaner Park to be held June 14, 2025
- h. Event application for Cars in the Park Car Show at Getzendaner Park to be held July 12, 2025
- i. Event application for Waxahachie Fun Run Car Show at Getzendaner Park to be held August 9, 2025
- j. Event application for St. Jude Car Show at Getzendaner Park to be held September 13, 2025
- k. Taxicab Permit request from Silver Bullet Taxi
- l. Downtown Building Improvement Program Grant for 315 S. College Street
- m. NeoGov Service Agreement renewal
- n. Ordinance authorizing City Manager to sign certain agreements and contracts

ORDINANCE NO. 3602

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WAXAHACHIE, TEXAS, AMENDING ARTICLE VIII, "PURCHASING PROCEDURE," OF CHAPTER 2, "ADMINISTRATION," OF THE OF CITY OF WAXAHACHIE CODE OF ORDINANCES BY ADDING A NEW SECTION 2-132, "AUTHORITY OF CITY MANAGER TO EXECUTE CERTAIN AGREEMENTS AND CONTRACTS," AUTHORIZING THE CITY MANAGER TO SIGN CERTAIN AGREEMENTS AND CONTRACTS NOT EXCEEDING \$100,000, AS FURTHER DEFINED HEREIN; AUTHORIZING ANY DEPUTY OR ASSISTANT CITY MANAGER TO SIGN DOCUMENTS REFERENCED HEREIN; MAKING FINDINGS; PROVIDING CUMULATIVE/REPEALER CLAUSES; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING FOR PUBLICATION AND AN EFFECTIVE DATE.

Mayor Wallace requested further discussion on Item 5k and pointed out a correction to Item 5l, stating that it pertains to 315 S. Rogers Street.

Action:

Travis Smith moved to approve all items on the Consent Agenda, except Item k., 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 (4-0).

City Council discussed the permit request for Silver Bullet Taxi and addressed the issue raised of the absence of a criminal background check (CCH) for the drivers, which the Council believes is necessary before approval. It was the general consensus of City Council that drivers transporting families should undergo background checks and expressed support to update the ordinance to include this requirement. Rather than denying the permit, the Council decided to indefinitely postpone the decision until the ordinance is revised and the background checks are completed. The taxi service will not be allowed to operate until these requirements are met.

Action:

Travis Smith moved to postpone Item 5k indefinitely. Motion was seconded by Patrick Souter and carried unanimously (4-0).

6. Introduce Honorary Council Member

(5a)

Mayor Billie Wallace introduced Kim Holman as the March Honorary Council Member. Kim Holman and her husband, Wade, have been running Waxahachie CARE for over six years, serving all of Ellis County. Mayor Wallace acknowledged the Holman's significant contributions, including providing food, assistance with bills, and helping families stay in their homes. Kim and Wade have earned various accolades, such as the 2020 Leadership Waxahachie graduate, 2021 Waxahachie 101 graduate, 2021 Chamber of Commerce Award for leading through the pandemic, 2022 Ellis Christian Women's Job Corps Rose Award, 2023 Ministry Leader of the Year, and several nonprofit awards. Waxahachie CARE has been awarded the Waxahachie Chamber of Commerce Non-Profit of the Year Award – three times out of six years. Mayor Wallace expressed gratitude for their dedication and impactful work in the community, noting that Kim is present tonight, though Wade could not attend.

7. Public Hearing on a request by Richard Shinpaugh, Ellis County Bail Bond, for a Specific Use Permit (SUP) for a Bail Bond Agency use within a Commercial (C) zoning district located at 104 North Jackson Street (Property ID 170540 - Owner: 201 Main Wax LLC (ZDC-6-2025))

Trenton Robertson, Senior Director of Planning, presented the Item and applicant, Richard Shinpaugh, requested approval. Mr. Shinpaugh has been operating a bail bond agency at the subject property since the approval of the SUP (ZDC-58-2023) on June 19, 2023. One of the conditions of the prior SUP approval is that Mr. Shinpaugh is allowed to operate a bail bond agency at the subject property for a maximum of two (2) years. This time limitation was added to the SUP due to Mr. Shinpaugh's intention to build a new office for his bail bond agency at 216 S Jackson Street. Since approval of the two-year SUP for 104 N Jackson Street, Mr. Shinpaugh has received SUP (ZDC-112-2023) approval for a Bail Bond Agency and Site Plan (SP-106-2023) approval for a new two-story building located at 216 S Jackson Street. The approved Site Plan includes a 4,000 square foot building with multiple professional office suites. Mr. Shinpaugh has since decided not to move his bail bond agency to his new building and is requesting a SUP for bail bond agency use at the subject property.

The subject property is surrounded by retail and commercial establishments. If the bail bond agency is approved, it will be located across the street from the Ellis County Administration Building and diagonally opposite from several multi-tenant retail and professional office buildings. The rear of the property is next to Rogers Spring Branch Creek, which acts as a natural buffer between the bail bond agency and the properties north of the creek. Although the property on the north side of the creek is zoned for single-family use (SF-2), the nearest existing residential homes are located along Kaufman Street. Staff recommends approval of the specific use permit since the bail bond agency will remain compatible and in harmony with surrounding land uses. Mr. King outlined the changes from the previously approved SUP, including the removal of the expiration date and a revision to the hours of operation.

To comply with State law contained in Local Government Code Chapter 211 and the City's public hearing notice requirements, 22 notices were mailed to property owners within 200 feet of the request. Staff has received one (1) letter in support and no letters in opposition for the SUP request.

Mayor Wallace opened the Public Hearing at approximately 7:20 p.m.

(5a)

There being no others to speak for or against ZDC-6-2025, Mayor Wallace closed the Public Hearing at approximately 7:20 p.m.

City Council discussed the bail bonds business requesting a permanent Special Use Permit (SUP) for its current location, which was initially approved on a temporary basis for two years. The business owner, Richard Shinpaugh, explained that he faced financial issues with a new building project and decided against placing the bail bond service there, partly due to advice from his insurance company and the incompatibility of bail bond businesses with law offices. He further emphasized that the current location, near the courthouse, has been convenient and beneficial for his business operations.

Council Members expressed concerns over the long-term presence of a bail bond office in that location, particularly in a visible area near key city routes. They also discussed signage, with some members opposing the size and brightness of the existing signs, while others expressed concerns about additional lighting and the potential for creating precedent for future similar requests.

The Council suggested a compromise of granting the permit for five years, with restrictions on signage (including no new signage) and the removal of certain lights. The owner agreed to comply with these conditions, although he questioned the need for adjustments to signage and lighting after previous approvals. Council Members supported the request with the following additional conditions, emphasizing the importance of maintaining zoning rules and consistency for future cases.

- “Ellis County Bail Bonds” may conduct business at 104 North Jackson Street for a period not to exceed five (5) years from the approval of this ordinance. After five (5) years, the property owner in coordination with Richard Shinpaugh, shall request approval of another specific use permit to reestablish the use.
- Exterior building signage replacement shall require approval by the Heritage Preservation Commission and a building permit from the Building and Community Services Department.
- No additional signage other than the wall sign, hanging blade sign, open sign, and window sign to only include the business’s telephone number shall be permitted. All other existing signs shall be removed immediately.
- The applicant shall remove the flood light fixture mounted on top of the awning immediately.
- The existing decorative light fixture mounted on the awning can remain, and can be replaced with a fixture that is the same or equivalent to the existing light fixture.

8. Consider proposed Ordinance approving ZDC-6-2025

ORDINANCE NO. 3603

AN ORDINANCE AUTHORIZING A SPECIFIC USE PERMIT (SUP) TO ALLOW A BAIL BOND AGENCY USE (ELLIS COUNTY BAIL BONDS) WITHIN A COMMERCIAL DISTRICT (C) AT 104 NORTH JACKSON STREET IN THE CITY OF WAXAHACHIE, ELLIS COUNTY, TEXAS, BEING 0.28 ACRES KNOWN AS PROPERTY ID 170540, AND ORDERING THE CHANGING OF THE ZONING MAP THEREOF IN ACCORDANCE WITH SAID CHANGE.

Action:

(5a)

Tres Atkins moved to approve ZDC-6-2025, a Specific Use Permit (SUP) for a Bail Bond Agency use, subject to the conditions the staff report, and the following additional conditions: (1) "Ellis County Bail Bonds" may conduct business at 104 North Jackson Street for a period not to exceed five (5) years from the approval of this ordinance. After five (5) years, the property owner in coordination with Richard Shinpaugh, shall request approval of another specific use permit to reestablish the use. (2) Exterior building signage replacement shall require approval by the Heritage Preservation Commission and a building permit from the Building and Community Services Department. (3) No additional signage other than the wall sign, hanging blade sign, open sign, and window sign to only include the business's telephone number shall be permitted. All other existing signs shall be removed immediately. (4) The applicant shall remove the flood light fixture mounted on top of the awning immediately. (5) The existing decorative light fixture mounted on the awning can remain, and can be replaced with a fixture that is the same or equivalent to the existing light fixture., authorizing the Mayor and/or City Manager to execute all documents accordingly. Motion was seconded by Patrick Souter and carried unanimously (4-0).

- 9. Consider proposed Ordinance cancelling the City Council General Election currently scheduled for May 3, 2025 and declaring Billie Wallace for At-Large Council Member Place 4 and Travis Smith for At-Large Council Member Place 5, elected as Waxahachie City Council Members for a two-year term**

City Secretary Amber Villarreal presented the Item and requested approval of a proposed ordinance cancelling the May 3, 2025 General Election. The candidate filing deadline for the May 3, 2025 Waxahachie General Election has passed, with only one candidate filing for each of the At-Large Council Member positions: Place 4 and Place 5. Billie Wallace filed for Place 4 and Travis Smith filed for Place 5. Since both candidates are unopposed, the proposed ordinance has been drafted cancelling the election and declaring Billie Wallace and Travis Smith elected to their respective positions for a two-year term. The ordinance also calls for the issuance of Certificates of Election to both candidates and requires posting the Order of Cancellation at the designated polling places on the originally scheduled election day.

ORDINANCE NO. 3604

AN ORDINANCE CANCELLING THE CITY COUNCIL GENERAL ELECTION CURRENTLY SCHEDULED FOR MAY 3, 2025 AND DECLARING BILLIE WALLACE FOR AT-LARGE COUNCIL MEMBER PLACE 4 AND TRAVIS SMITH FOR AT-LARGE COUNCIL MEMBER PLACE 5, ELECTED AS WAXAHACHIE CITY COUNCIL MEMBERS FOR A TWO-YEAR TERM, DECLARING AN EMERGENCY AND SETTING AN EFFECTIVE DATE.

Action:

Patrick Souter moved to approve an Ordinance cancelling the May 3, 2025 General Election, as presented. Motion was seconded by Tres Atkins and carried unanimously (4-0).

- 10. Consider Engineering Professional Services Agreement for Water Storage Tanks Rehabilitation Project**

Kumar Gali, Senior Director of Utilities, requested approval of a professional services agreement with Coastal Windforce Inc. (dba Windforce) for the rehabilitation of the Highland Avenue

(5a)

Elevated Storage Tank and the Grand Avenue Ground Water Storage Tank, in the amount of \$170,000.

Structural inspections and rehabilitation is required every 20 years to ensure that the storage tanks infrastructure meets regulatory compliance requirements. The last rehabilitation for these tanks were performed in 2005. This professional services agreement includes design, construction plan preparation, bidding, and construction administration services to rehabilitate the tanks.

The Highland Avenue Elevated Storage Tank and the Grand Avenue Ground Water Storage Tank rehabilitation professional services agreement is \$170,000, which is funded from the 2024 Water Bond Sale.

Action:

Patrick Souter moved to approve a professional services agreement with Coastal Windforce Inc. for the rehabilitation of the Highland Avenue Elevated Storage Tank and the Grand Avenue Ground Water Storage Tank, in the amount of \$170,000, and authorize the City Manager to execute all necessary documents. Motion was seconded by Travis Smith and carried unanimously (4-0).

11. Consider supplemental appropriation for prior year encumbrances

Mr. Gali presented the Item and requested approval of a supplemental appropriation of \$1,515,957, from the unreserved fund balances of the Water Fund, Sokoll Fund, and Wastewater Fund to account for prior year encumbrances.

This supplemental appropriation carries forward funding for projects that were budgeted in FY 2024, but not expensed by the close of the fiscal year due to the timing of the projects. As a result, a supplemental appropriation is necessary to carry over unspent funds from the prior year that were moved to the appropriate fund balances and amend the FY 2025 budget to reflect these anticipated expenses in the current fiscal year.

Multiple FY 2024 projects that were encumbered are still in progress in FY 2025 due to equipment delays, and because of design/construction projects that span beyond the fiscal year. The unspent funds from FY 2024 were moved to the unreserve fund balance. To address this, a supplemental appropriation from the Water Fund, Sokoll Fund and Wastewater Fund unreserved fund balance is proposed to replenish funding for the remainder of the fiscal year.

The amount remaining necessary to complete the projects at the Sokoll Water Treatment Plant is \$1,304,121. The amount remaining to complete projects at the Howard Water Treatment Plant is \$166,346. The amount remaining to complete the project at the Howard Road Wastewater Treatment Plant is \$45,490. The total amount remaining for all these projects is \$1,515,957.

No additional funding is requested to complete FY 2024 projects. Funding for these items were budgeted in the prior year but were not expensed. Any unspent funds lapsed at year-end and were accounted for in the appropriate unreserved fund balances. The unreserved fund balances in the Water Fund, Sokoll Fund, Wastewater Fund have sufficient capacity to accommodate this \$1,515,957 supplemental appropriation request.

(9a)

Action:

Tres Atkins moved to approve a total supplemental appropriation of \$1,515,957, from the unreserved fund balances of the Water Fund, Sokoll Fund, and Wastewater Fund to account for prior year encumbrances, and to authorize the City Manager to execute all necessary documents. Motion was seconded by Travis Smith and carried unanimously (4-0).

12. Consider annual contract for Sanitary Sewer System Smoke Testing and Manhole Condition Assessment

Mr. Gali presented the Item and requested approval of a contract with Insituform Technologies, LLC for the sanitary sewer smoke testing and manhole condition assessments in the amount of \$107,535.

Since 2014, the Utilities Department has systematically conducted annual smoke testing of the sanitary sewer infrastructure as a cost-effective and efficient method to identify sources of inflow and infiltration of storm water into the sewer system. Staff recommends engaging Insituform Technologies to conduct tests on approximately 38,500 linear feet of sanitary sewer lines, and to inspect and evaluate 190 manholes near the Downtown area.

The annual smoking testing and manhole condition assessment is an approved budgeted expense included in the Utility Department's FY-2025 Operations and Maintenance Budget.

Action:

Patrick Souter moved to approve a contract with Insituform Technologies, LLC for sanitary sewer smoke testing and manhole condition assessments in the amount of \$107,535 and authorize the City Manager to execute all the necessary documents. Motion was seconded by Travis Smith and carried unanimously (4-0).

13. Consider Professional Service Agreement for Waxahachie Impact Fee Program Update

Justin Stoker, Senior Director of Public Works & Engineering, presented the Item and requested approval of a professional services agreement with Freese and Nichols, Inc. to be funded through water, sewer and roadway impact fees in an amount not to exceed \$205,000 for the Waxahachie Impact fee Program Update.

The City of Waxahachie last approved the Impact Fee Program on December 7, 2020. State law requires an update of the impact fee program every five years. Therefore, the program is due for an update and staff would like to utilize Freese and Nichols to perform the update due to their extensive knowledge and experience with our roadway, water and sewer systems. Freese & Nichols plans to complete their analysis, report, and present to Council the updated Water, Sewer and Roadway Impact Fees for approval by December 2025.

The \$205,500 contract with Freese and Nichols will be funded from Water, Sewer and Roadway Impact Fees. There are sufficient impact fee funds available to cover the expense.

Action:

(na)

Tres Atkins moved to approve a professional services agreement with Freese and Nichols, Inc. to be funded through water, sewer and roadway impact fees in an amount not to exceed \$205,500 for the Waxahachie Impact fee Program Update, and authorize the City Manager to execute all necessary documents. Motion was seconded by Travis Smith and carried unanimously (4-0).

14. Comments by Mayor, City Council, City Attorney and City Manager

Council Member Patrick Souter announced that Mayor Pro Tem Chris Wright is absent because he is out of state with his son, who is presenting at a scholastic program in Minnesota. He extended well wishes for their travels and the presentation.

Council Member Travis Smith expressed gratitude to the staff, vendors, and small businesses involved in the successful Hachie Gras parade and festivities, noting that it was busy but a positive sign for the vendors. Mr. Smith congratulated Mayor Wallace for being unopposed and thanked City Attorney Terry Welch for quickly drafting an ordinance to allow the City Manager to approve certain project-related items more efficiently.

Council Member Tres Atkins thanked staff and everyone involved in Hachie Gras, highlighting that it was a fun and safe event for families.

City Manager Michael Scott congratulated Councilman Smith and Mayor Wallace on their reelection and expressed eagerness to work with them for another two years. Mr. Scott expressed his gratitude to Dustin Deel for managing the air conditioning repairs at the Charles Beatty Municipal Services Building, acknowledged Communications & Marketing Director Alice Jauregui for keeping everyone well-informed, and thanked Deputy City Manager Albert Lawrence for his assistance.

Mayor Billie Wallace congratulated and thanked Kim and Wade Holman for their impactful work over the past six years, recognizing their positive contributions to many families. Mayor Wallace congratulated Councilman Smith on his unopposed re-election and praised the success of this year's Hachie Gras, highlighting the large turnout and the efforts of various City departments in ensuring safety and smooth operations. Mayor Wallace expressed well-wishes for Mayor Pro Tem Wright, who was absent, and acknowledged the often-overlooked work of City employees, particularly those in the Street Department, for their efforts in street maintenance. She encouraged others to show appreciation to City workers when possible.

15. Adjourn

There being no further business, the meeting adjourned at 8:01 p.m.

Respectfully submitted,

Amber Villarreal, City Secretary

(5b)



City of Waxahachie
City Secretary's Office

Special Event Application

Date submitted 3/10/25

Applicant Information

Applicant name: James Taylor

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: _____

Mailing address: 630 Farley Street Waxahachie, Texas 75165

Host organization name: Waxahachie Police Department

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

On-site contact name: Officer Alan Agreda Cell: _____

About the Event

Event name: 8th Annual W.P.D. Cops and Kids Picnic

Location: Getzendaner Park 400 S. Grand St. Waxahachie, Texas 75165

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

Anticipated attendance: 500-1000

Description of event: Bicycle giveaway with bounce houses, petting zoo, and various

activities for children. Community outreach event for youth, free to the public, with live D.J.

We will have a large 100'x20' tent to house bicycles for the raffle.

How many times has this event been hosted before?

1st time 2 - 4 times 5 or more times Location: 400 S. Grand Street

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: _____

(hb)



City of Waxahachie
City Secretary's Office

Special Event Application

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	4-5-2025	10:00 A.M.	3:00 P.M.
Event Set-up	4-4-2025	10:00 A.M.	5:00 P.M.
Event Breakdown	4-5-2025	3:00 P.M.	5:00 P.M.

Run / Walk:

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

N/A _____ 1 mile N/A _____ 5K N/A _____ Other distance

Please indicate your expected attendance: N/A _____

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: N/A Date(s) & time(s): N/A

Volunteers How many: N/A Date(s) & time(s): N/A

Private security How many: N/A Date(s) & time(s): N/A

Company name: N/A

Contact name and number: N/A

Off duty police How many: N/A Date(s) & time(s): N/A

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: Officer James Taylor (J.T.) Phone number: (469)309-4430

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: Getzendaner Park

Street closings to begin on date: N/A Start time: N/A End time: N/A

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: N/A Barricades How many: N/A

Other: N/A

Where should equipment be dropped off & picked up? N/A

(5b)



City of Waxahachie
City Secretary's Office

Special Event Application

When will the traffic equipment be set-up?

Date: N/A

Time: N/A

When will the traffic equipment be removed?

Date: N/A

Time: N/A

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: N/A

Explain services in detail: We will need electricity to power some bounce houses and equipm

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 of 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]
Signature

3-10-2025

Date

Contract Agreement

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

[Signature]
Signature

3-10-2025

Date



Date submitted 2/11/25

Applicant Information

Applicant name: Jory Daack

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: _____

Mailing address: 1200 sycamore st ATTN Missions, Waxahachie TX 75165

Host organization name: Nelson University Student Missions Association

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

On-site contact name: Jory Daack Cell: _____

About the Event

Event name: NELSON Cares Community Day

Location: Railyard Park

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

Anticipated attendance: 100

Description of event: We will begin with a 5k race starting and ending at Railyard park, with food trucks, games, and activities for families to enjoy. Then we will have a student led worship time in the park.

All activities are open to the public, and all proceeds will go to FeedONE, a childrens feeding initiative.

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:

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



(50)

Event activities include (check all that apply):

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

There will be a \$10 fee to enter the 5k race, which will all go to the charity listed before.

Event timeline:

	Date(s)	Start Time:	End Time:
Event Date	April 18	9:30 AM	2:00 PM
Event Set-up	April 18	8:00 AM	9:00 AM
Event Breakdown	April 18	2:00 PM	3:00 PM

Run / Walk:

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

_____ 1 mile 9:30 5K _____ Other distance

Please indicate your expected attendance: 100

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: 0 Date(s) & time(s): _____
- Volunteers How many: 0 Date(s) & time(s): _____
- Private security How many: 0 Date(s) & time(s): _____

Company name: _____

Contact name and number: _____

Off duty police How many: 0 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: The 5K will use

Railyard park, Jefferson St., S. Rogers street, Intersection at S. Elm, Intersection at S. Monroe

Street closings to begin on date: April 18 Start time: 9:00 AM End time: 11:00 AM

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: 20 Barricades How many: 4

Other: _____

Where should equipment be dropped off & picked up? Railyard Park



City of Waxahachie
City Secretary's Office

(90)

Special Event Application

When will the traffic equipment be set-up?

Date: April 18

Time: 8:00 AM

When will the traffic equipment be removed?

Date: April 18

Time: 11:00 AM

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.

Jory Daack

Digitally signed by Jory Daack
Date: 2025.02.11 10:37:00 -06'00'

02/11/2025

Signature

Date

Contract Agreement

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

Jory Daack

Digitally signed by Jory Daack
Date: 2025.02.11 10:37:17 -06'00'

02/11/2025

Signature

Date

THE RAILYARD

PARK

EVENT LAYOUT



STAGE

SECONDARY PEDESTRIAN ENTRANCE

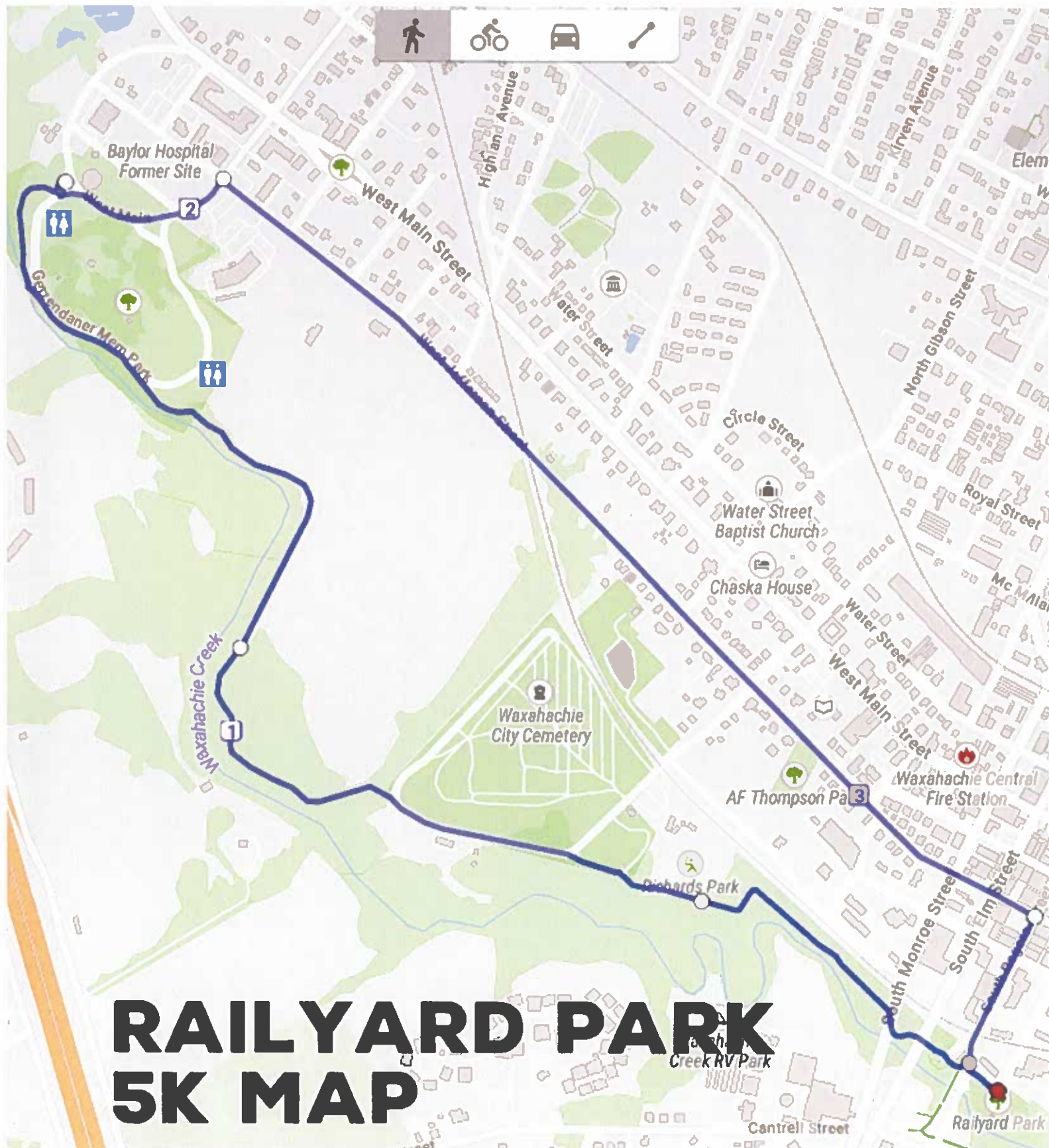
LOADING & UNLOADING ZONE

MAIN PEDESTRIAN ENTRANCE



RAILYARD PARK
455 S. COLLEGE STREET
WAXAHACHIE, TX 75165

(5c)



RAILYARD PARK 5K MAP

- BEGIN AT RAILYARD PARK
- PROCEED DOWN HIKE & BIKE TRAIL TO GETZENDANER PARK
- FOLLOW JEFFERSON ST. TO S. ROGERS STREET
- END BACK AT RAILYARD PARK





Date submitted

Applicant Information

Applicant name: Rotary of Waxahachie Tom Ker

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: _____

Mailing address: 1170 MARIE DR WAXAHACHIE, TX 75165

Host organization name: Rotary of Waxahachie

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

On-site contact name: Reyna Castillo Cell: _____

About the Event

Event name: 1st Annual Rotary Dog Walk

Date: 4-26

Location: RAILHEAD PARK - COLLEGE TO WATER - WATER TO ROSENS ROSENS TO RAILHEAD OR GETZENDANER PARK - EAST ON TRAIL TO RAILHEAD PARK

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

Anticipated attendance: 100

Description of event: OWNERS WALKING THEIR COSTUME DOGS ON THE PUBLICITY

	Date(s)	Start Time:	End Time:
Event Date	4-26-2025	10 AM	NOON
Event Set-up	4-26-25	8:30 AM	12 PM
Event Breakdown	4-26-25	12:30 PM	1:30 PM

How many times has this event been hosted before?

1st time 2 - 4 times 5 or more times Location: NONE



(5d)

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

Run / Walk:

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

_____ 1 mile _____ 5K 10 AM Other distance

Please indicate your expected attendance: 100

Number of participants:

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

Provide route on attached site map.



(5d)

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

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: 2 Date(s) & time(s): 4/26 10:20+10:40 AM

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: TOM KEN Phone number: 972-365-7022

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: JEFFERSON + COLLEGE, MAIN +

COLLEGE, MAIN + ROGERS AND JEFFERSON + ROGERS

Street closings to begin on date: 4-26-25 Start time: 10:20 AM End time: 10:45 AM

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

City Equipment:

Are you requesting the use of City equipment? Yes No

Availability is not guaranteed

Streets cannot be blocked without prior approval.

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

Traffic Cones How many: _____ Barricades How many: _____



(5d)

Other: _____

Where should equipment be dropped off & picked up? _____

When will the equipment be set-up?

Date: _____

Time: _____

When will the equipment be removed?

Date: _____

Time: _____

Temporary Tents & Structures:

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

Yes

No

List the # of tents & sizes: 6 10x10'

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:

NO ELECTRICITY NEEDED

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

3-4-25
Date

Contract Agreement

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

Signature

3-4-25
Date

Email completed Special Events Application and site map to Jami Bonner at Jami.Bonner@waxahachie.com.

END POINT
Parking Lot

South
↑

Suspension
Bridges

RailYard Park

START
POINT

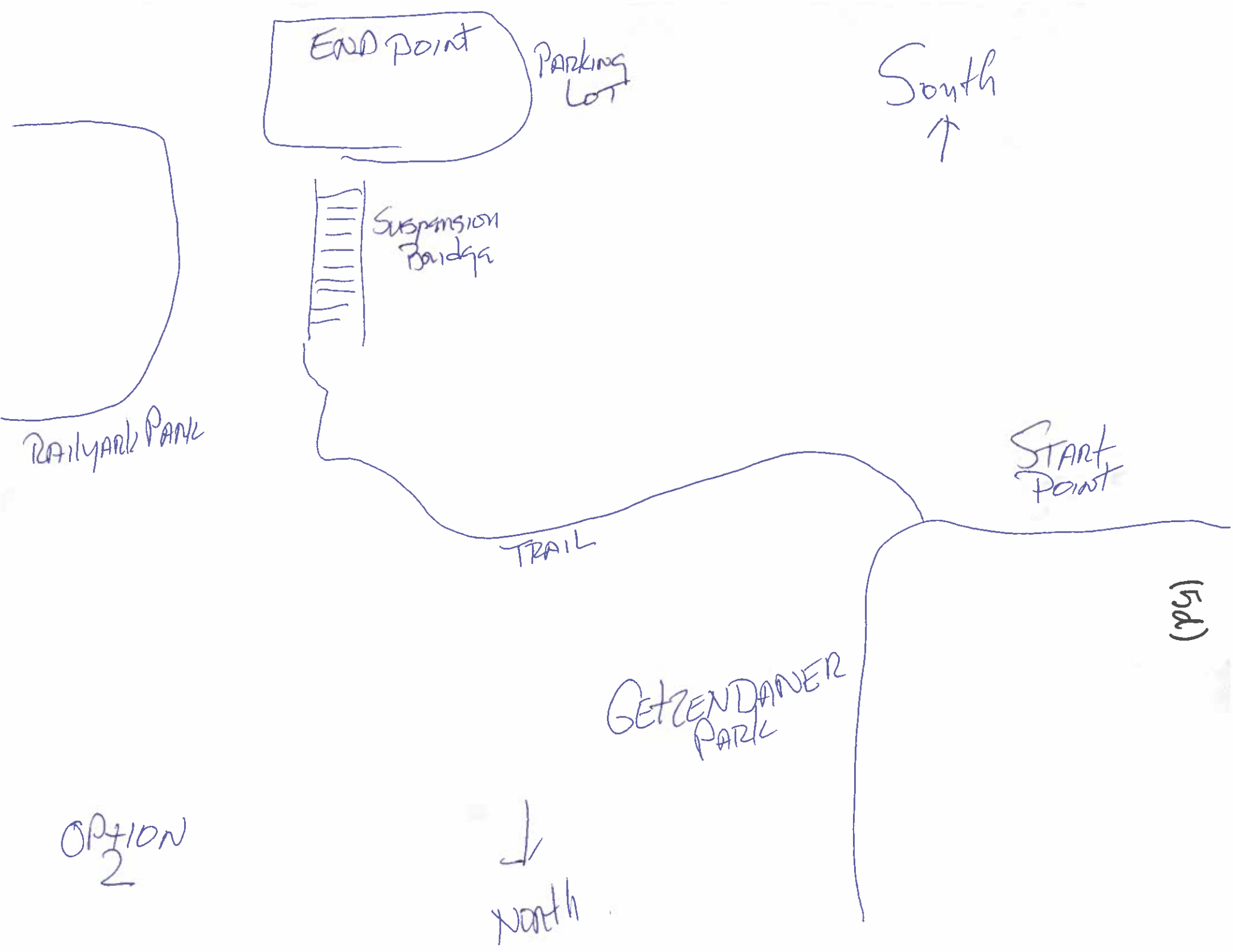
TRAIL

(5d)

GETZENDAUER
PARK

OPTION
2

↓
North





(5e)

Date submitted 3/10/25

Applicant Information

Applicant name: James Taylor

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: _____

Mailing address: 630 Farley Street Waxahachie, Texas 75165

Host organization name: Waxahachie Police Department

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

On-site contact name: Alan Agreda Cell: _____

About the Event

Event name: Police Memorial

Location: Pocket Park next to the Ellis County Courthouse

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

Anticipated attendance: 200

Description of event: This is the yearly Police Memorial for Officers that paid the ultimate sacrifice of losing their lives in the line of duty. We plan to have bagpipes and drums played, a bugler playing taps, 21-gun salute, and a keynote speaker during the procession.

How many times has this event been hosted before?

1st time 2 - 4 times 5 or more times Location: Pocket Park

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: _____



(50)

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	5-15-2025	12:00 P.M.	1:00 P.M.
Event Set-up	5-15-2025	10:00 A.M.	11:50 A.M.
Event Breakdown	5-15-2024	1:00 P.M.	2:00P.M.

Run / Walk:

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

N/A 1 mile N/A 5K N/A Other distance

Please indicate your expected attendance: N/A

Number of participants:

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

Provide route on attached site map.

(96)



City of Waxahachie
City Secretary's Office

Special Event Application

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: N/A Date(s) & time(s): N/A
- Volunteers How many: N/A Date(s) & time(s): N/A
- Private security How many: N/A Date(s) & time(s): N/A
- Company name: N/A

Contact name and number: N/A

Off duty police How many: NO Date(s) & time(s): 5-15-2024

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: Officer James Taylor (J.T.) Phone number: 469-309-4430

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: 100 block of E. Franklin St.

to 200 block of E. Franklin St. and 100 block of S. Jackson St. to the 200 block of S. Jackson St.

Street closings to begin on date: 5-15-2024 Start time: 5:00 A.M. End time: 2:00 P.M.

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: 20 Barricades How many: 8

Other: N/A

Where should equipment be dropped off & picked up? 100/200 block of S. Jackson and E. Franklin



City of Waxahachie
City Secretary's Office

(50)

Special Event Application

When will the traffic equipment be set-up?

Date: 5-15-2025

Time: 5:00 A.M.

When will the traffic equipment be removed?

Date: 5-15-2025

Time: 2:00 P.M.

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:

City of Waxahahchie

Explain services in detail:

We will need to plug in the sound system at the Pocket Park.

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

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[Signature]
Signature

3-10-2025
Date

Contract Agreement

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

[Signature]
Signature

3-10-2025
Date

(5f)

Planning & Zoning Department

Petition for ETJ Release

Case: ETJ-PTN-227-2024



MEETING DATE(S)

City Council:

March 17, 2025

CAPTION

Consider proposed Ordinance approving a request by Richard Trees for a **Petition for ETJ Release** for approximately 5.3 acres, located south of 3769 Parks School House Road (Property ID 231356) – Owner: Richard Trees (ETJ-PTN-227-2024)

RECOMMENDED MOTION

"I move to approve ETJ-PTN-227-2024, a request by Richard Trees, for a Petition for ETJ Release for approximately 5.3 acres, located at 3769 Parks School House Road, authorizing the Mayor to sign the associated documents accordingly."

APPLICANT REQUEST

The property owner(s) have petitioned the City to remove this property from the extraterritorial jurisdiction (ETJ).

CASE INFORMATION

Applicant: Richard Trees

Property Owner(s): Trees Richard

Site Acreage: 5.3 acres

Number of Lots: 1 lot

Number of Dwelling Units: Multipule units

SUBJECT PROPERTY

General Location: 3769 Parks School House Road

Parcel ID Number(s): 231356

Current Zoning: N/A (ETJ)

Existing Use: N/A

Platting History: The subject property is a portion of a platted lot.

CCN Service Area: Rockett SUD

Site Aerial:



PLANNING ANALYSIS

Starting September 1, 2023, residents living in areas within a municipality's ETJ are allowed to file a petition requesting their release from the ETJ. Upon providing the City with the minimum information listed below, the City must immediately release the area from its ETJ.

- The petition must be in writing and detail the area’s boundaries through either metes and bounds or a recorded plat; and
- The petition must include the property owner’s name, signature, date of birth, residence address, and date of signing.

This application satisfies the requirements of Chapter 42, Subchapter D of the Texas Local Government Code governing the requirements for an ETJ petition.

RECOMMENDATION

City staff has determined that the submitted petition complies with the requirements of Chapter 42, Subchapter D of the Texas Local Government Code and that such law requires the release of the subject property from the City’s ETJ.

ATTACHED EXHIBITS

1. ETJ Petition Map for March 17, 2025 City Council Meeting
2. Proposed Ordinance
3. Legal Description (Exhibit A)
4. Location Map (Exhibit B)

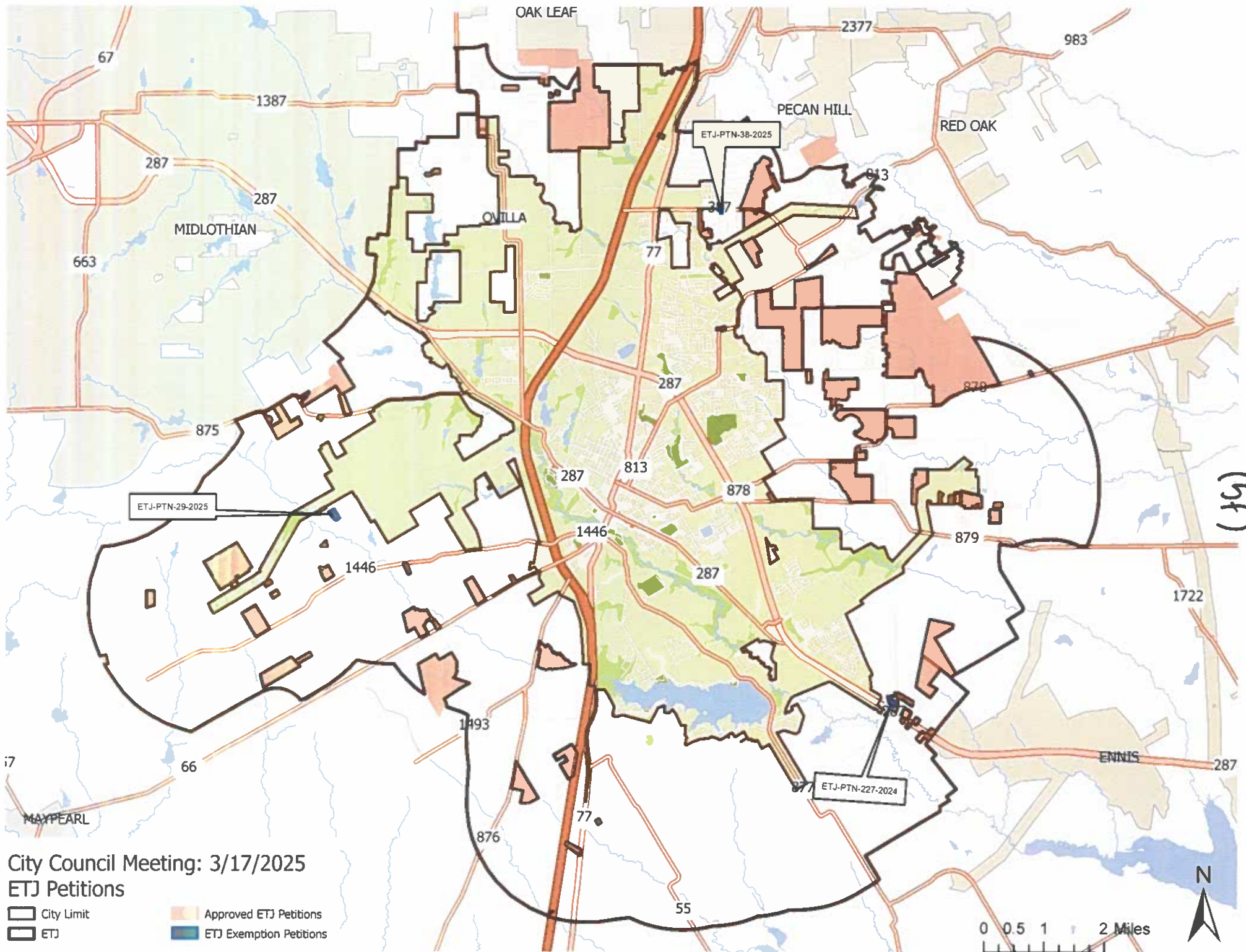
STAFF CONTACT INFORMATION

Prepared by:

Harper Lindamood
Planner
Harper.lindamood@waxahachie.com

Reviewed by:

Trenton Robertson, AICP
Senior Director of Planning
Trenton.robertson@waxahachie.com



City Council Meeting: 3/17/2025
 ETJ Petitions

-  City Limit
-  ETJ
-  Approved ETJ Petitions
-  ETJ Exemption Petitions

(5f)

ORDINANCE NO. _____

AN ORDINANCE AUTHORIZING THE RELEASE FROM THE CITY OF WAXAHACHIE'S EXTRATERRITORIAL JURISDICTION OF A 5.3 ACRE TRACT OF LAND, LOCATED 3769 PARKS SCHOOL HOUSE ROAD, KNOWN AS PROPERTY ID 231356 AND ORDERING THE CHANGING OF THE CITY OF WAXAHACHIE'S EXTRATERRITORIAL JURISDICTION BOUNDARY MAP IN ACCORDANCE WITH SAID CHANGE.

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

WHEREAS, as authorized by Subchapter D of Chapter 42 of the Texas Local Government Code, the landowners of the herein described property have requested and petitioned in writing that the City of Waxahachie ("City") exclude the property herein described from the City's Extraterritorial Jurisdiction ("ETJ"); and

WHEREAS, City staff has determined that the submitted petition, case number ETJ-PTN-227-2024, complies with the requirements of Subchapter D of Chapter 42 of the Texas Local Government Code and that such law requires the release of the herein described property from the City's ETJ.

NOW, THEREFORE, the following described tracts of land are hereby released and removed from the City's ETJ, effective as of the date of the passage of this Ordinance:

All those certain lots, tracts or parcels of land situated in Ellis County, Texas, and being more particularly described by metes and bounds in Exhibit A and shown on the location map in Exhibit B, which are made a part hereof and attached hereto for all purposes.

The City's ETJ boundary is hereby amended in accordance with said change. City staff is hereby directed to make all required changes to the City map showing the boundaries of the City's ETJ, as required by Section 41.002 of the Texas Local Government Code, and to promptly notify Ellis County of such changes.

PASSED, APPROVED AND ADOPTED on this 17th day of March, 2025

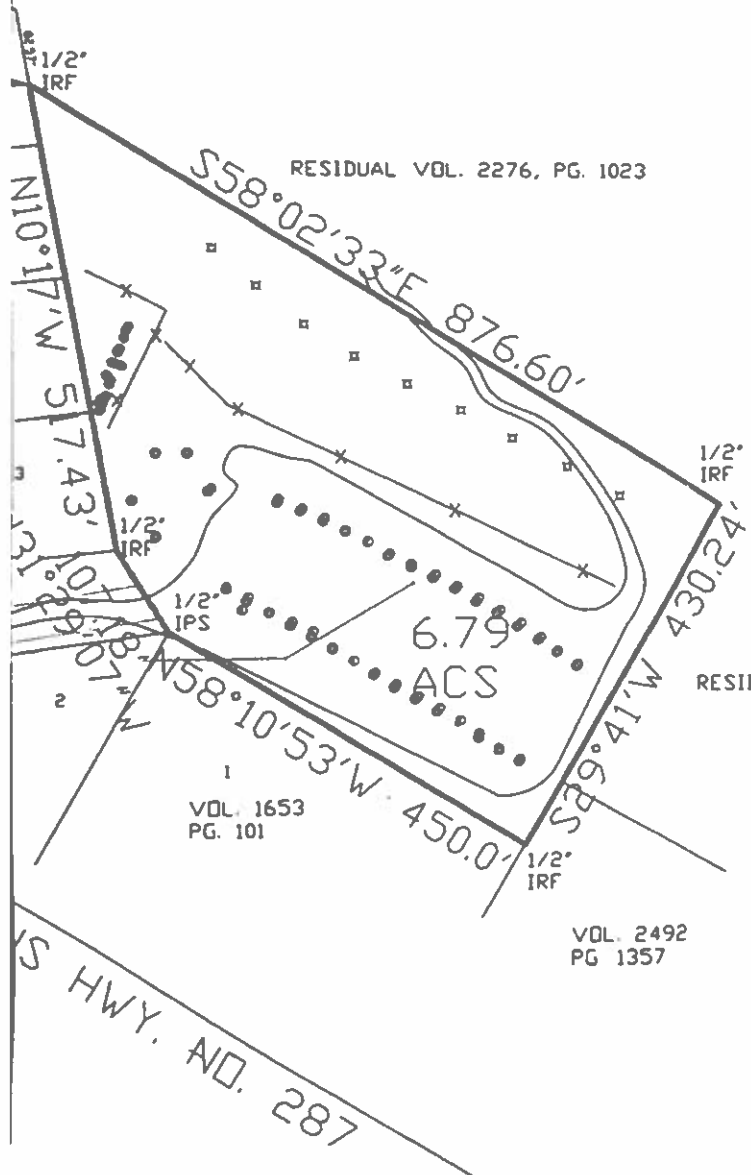
MAYOR

ATTEST:

City Secretary

Legal Description (Exhibit A)

SURVEY PLAT COPYRIGHT © DATE 06-29-11



STATE OF TEXAS
 COUNTY OF ELLIS

BEING A TRACT OF LAND SITUATED IN THE G CARPENTER SURVEY, ABSTRACT NO 190, ELLIS COUNTY, TEXAS, AND BEING PART OF A TRACT OF LAND TO RICHARD TREES, AS RECORDED IN VOLUME 2276, PAGE 1023, DEED RECORDS, ELLIS COUNTY, TEXAS, AND AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT A 1/2" IRON ROD FOUND IN THE EAST LINE OF LOT 6 OF TREES MEADOWS ADDITION, AN ADDITION TO THE COUNTY OF ELLIS, TEXAS AS RECORDED IN CABINET F, SLIDE 51 AND 52, PLAT RECORDS, ELLIS COUNTY, TEXAS, SAID IRON ROD BEING S10°17' E 82.57' FROM THE NORTHEAST CORNER OF SAID LOT 6

THENCE S58°02'33"E A DISTANCE OF 876.60' TO A 1/2" IRON ROD FOUND

THENCE S29°41'W A DISTANCE OF 430.24' TO A 1/2" IRON ROD FOUND AT THE NORTHEAST CORNER OF LOT 1 OF SAID TREES MEADOWS ADDITION

THENCE N58°10'53"W WITH THE NORTH LINE OF SAID LOT 1 A DISTANCE OF 450.0' TO A 1/2" IRON PIPE SET AT THE NORTHWEST CORNER OF SAID LOT 1

THENCE N31°29'07"W A DISTANCE OF 107.18' TO A 1/2" IRON ROD FOUND AT THE SOUTHEAST CORNER OF LOT 3 OF SAID TREES MEADOWS ADDITION

THENCE N10°17'W A DISTANCE OF 517.43' TO THE POINT OF BEGINNING AND CONTAINING 6.79 ACRES OF LAND, MORE OR LESS

(57)

RESIDUAL VOL. 2276, PG. 1023

VOL. 1653
 PG. 101

VOL. 2492
 PG 1357

NOTES		LEGEND	
BEARINGS DETERMINED BY GPS OBSERVATION DATUM-TEXAS COORDINATE SYSTEM NAD (83)		POWER POLE	FENCE
I DID NOT SEARCH THE COUNTY RECORDS TO DETERMINE EASEMENTS OR RECORD TITLE. ALL INTERESTED PARTIES SHOULD EMPLOY A TITLE AND ABSTRACT COMPANY TO DETERMINE EASEMENTS AND STATE OF TITLE AND OWNERSHIP TO THIS PROPERTY.		WOOD DECK	BUILDING LINE
		CONCRETE	EASEMENT LINE
		GRAVEL	IRON ROD FOUND
		BRICK	IRON ROD SET
		ASPHALT	POWER LINE
		ROCK	POWER BOX
		AIR CONDITIONER	RIGHT OF WAY
		CLEAN OUT	POWER & PAR
		COVERED AREA	UTILITY
		STATIC LINE L1	SURVEY
		PROPERTY LINE	EASEMENT LINE

I, Jimmy W. Pogue, Registered Professional Land Surveyor of the State of Texas, do hereby certify that this Survey Plat is a true and correct and accurate representation of the ground as shown to me and as depicted by bearings on the ground after my observation. My plat herein is a representation of the property as described by me on the ground survey. The lines and boundaries are as shown on the plat herein being within the boundaries of the property as shown on the ground as shown on the ground.

JIMMY W. POGUE, INC.
 Registered Professional Land Surveyors
 2540 Marvin & Love Freeway 42101 371-0666 VOICE

Location Map (Exhibit B)



(5f)

(5g)

Planning & Zoning Department

Petition for ETJ Release



Case: ETJ-PTN-29-2025

MEETING DATE(S)

City Council: March 17, 2025

CAPTION

Consider a proposed Ordinance approving a request by Manuel Martinez, for a **Petition for ETJ Release** for approximately 11 acres, located at 1340 Lone Elm Road (Property ID 274553) – Owner: Manuel Martinez (ETJ-PTN-29-2025)

RECOMMENDED MOTION

"I move to approve ETJ-PTN-29-2025, a request by Manuel Martinez, for a Petition for ETJ Release for approximately 11 acres, at 1340 Lone Elm Road, authorizing the Mayor to sign the associated documents accordingly."

APPLICANT REQUEST

The property owners have petitioned the City to remove thier property from the extraterritorial jurisdiction (ETJ).

CASE INFORMATION

Applicant: Manuel Martinez

Property Owner(s): Manuel Martinez

Site Acreage: 11 acres

Number of Lots: 1 lots

Number of Dwelling Units: 1 units

SUBJECT PROPERTY

General Location: Located at 1340 Lone Elm Road

Parcel ID Number(s): 274553

Current Zoning: N/A (ETJ)

Existing Use: Single-Family Residential

Platting History: The subject property is not platted

CCN Service Area: Buena Vista – Bethel WSC

(5g)

Site Aerial:



PLANNING ANALYSIS

Starting September 1, 2023, residents living in areas within a municipality's ETJ are allowed to file a petition requesting their release from the ETJ. Upon providing the City with the minimum information listed below, the City must immediately release the area from its ETJ.

- The petition must be in writing and detail the area's boundaries through either metes and bounds or a recorded plat; and
- The petition must include the property owner's name, signature, date of birth, residence address, and date of signing.

This application satisfies the requirements of Chapter 42, Subchapter D of the Texas Local Government Code governing the requirements for an ETJ petition.

RECOMMENDATION

City staff has determined that the submitted petition complies with the requirements of Chapter 42, Subchapter D of the Texas Local Government Code and that such law requires the release of the subject property from the City's ETJ.

ATTACHED EXHIBITS

1. ETJ Petition Map for March 17, 2025 City Council Meeting
2. Proposed Ordinance
3. Legal Description (Exhibit A)
4. Location Map (Exhibit B)

STAFF CONTACT INFORMATION

Prepared by:

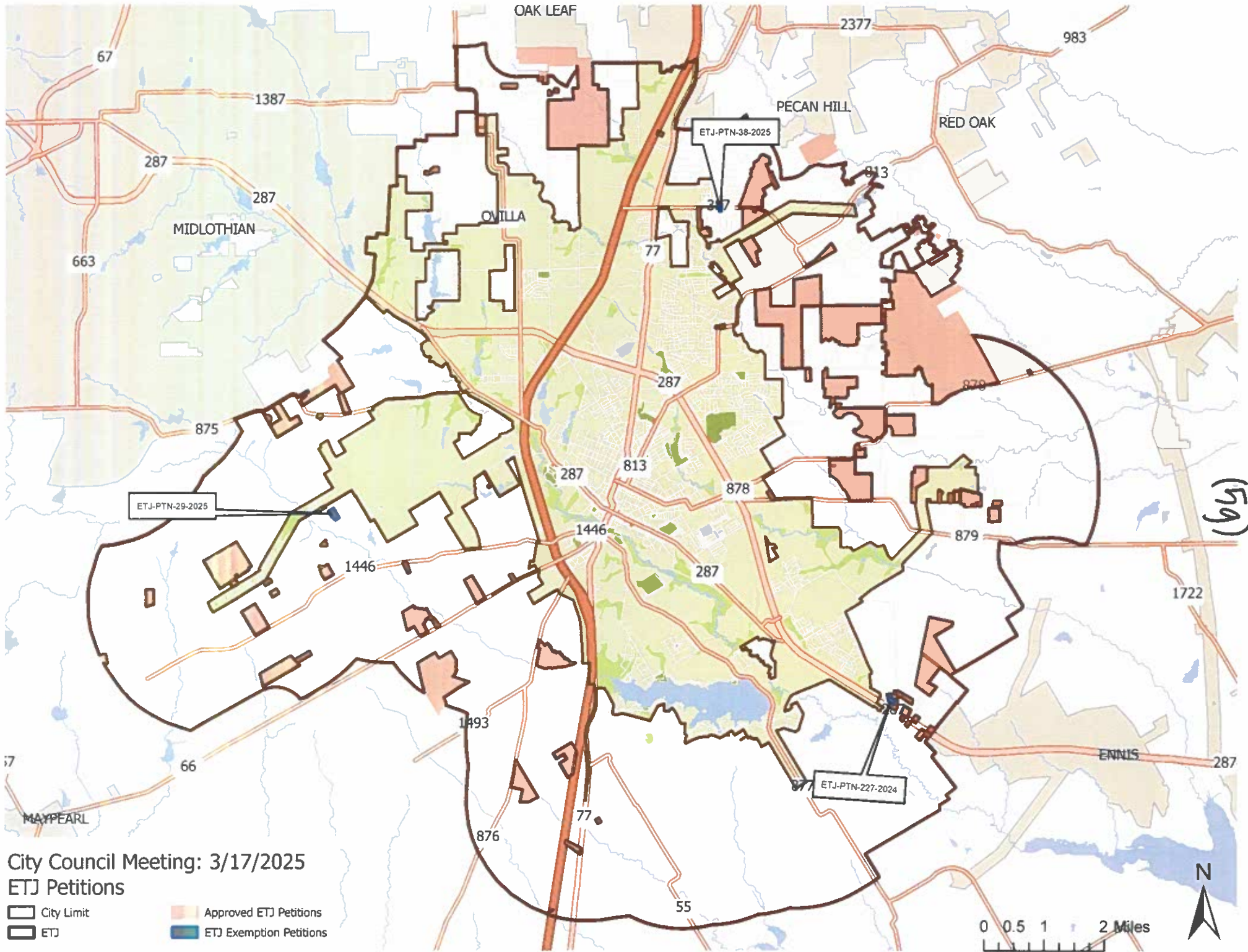
Caleb Ensley
Planner

caleb.ensley@waxahachie.com

Reviewed by:

Trenton Robertson, AICP
Senior Director of Planning

Trenton.Robertson@waxahachie.com



City Council Meeting: 3/17/2025
 ETJ Petitions

- City Limit
- ETJ
- Approved ETJ Petitions
- ETJ Exemption Petitions

(59)

0 0.5 1 2 Miles



(59)

ORDINANCE NO. _____

AN ORDINANCE AUTHORIZING THE RELEASE FROM THE CITY OF WAXAHACHIE'S EXTRATERRITORIAL JURISDICTION OF A 11 ACRE TRACT OF LAND, LOCATED AT 1340 LONE ELM ROAD KNOWN AS PROPERTY ID 274553, AND ORDERING THE CHANGING OF THE CITY OF WAXAHACHIE'S EXTRATERRITORIAL JURISDICTION BOUNDARY MAP IN ACCORDANCE WITH SAID CHANGE.

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

WHEREAS, as authorized by Subchapter D of Chapter 42 of the Texas Local Government Code, the landowners of the herein described property have requested and petitioned in writing that the City of Waxahachie ("City") exclude the property herein described from the City's Extraterritorial Jurisdiction ("ETJ"); and

WHEREAS, City staff has determined that the submitted petition, case number ETJ-PTN-29-2025, complies with the requirements of Subchapter D of Chapter 42 of the Texas Local Government Code and that such law requires the release of the herein described property from the City's ETJ.

NOW, THEREFORE, the following described tracts of land are hereby released and removed from the City's ETJ, effective as of the date of the passage of this Ordinance:

All those certain lots, tracts or parcels of land situated in Ellis County, Texas, and being more particularly described by metes and bounds in Exhibit A and shown on the location map in Exhibit B, which are made a part hereof and attached hereto for all purposes.

The City's ETJ boundary is hereby amended in accordance with said change. City staff is hereby directed to make all required changes to the City map showing the boundaries of the City's ETJ, as required by Section 41.002 of the Texas Local Government Code, and to promptly notify Ellis County of such changes.

PASSED, APPROVED AND ADOPTED on this 17th day of March, 2025.

MAYOR

ATTEST:

City Secretary

EXHIBIT B LOCATION MAP



(59)

(5h)

Planning & Zoning Department

Petition for ETJ Release

Case: ETJ-PTN-38-2025



MEETING DATE(S)

City Council:

March 17, 2025

CAPTION

Consider a proposed Ordinance approving a request by Christian Ibarra, for a **Petition for ETJ Release** for approximately 1.18 acres, located at 1140 Butcher Rd (Property ID 148520) – Owner: Mr. W Fireworks Inc. (ETJ-PTN-29-2025)

RECOMMENDED MOTION

"I move to approve ETJ-PTN-38-2025, a request by Christian Ibarra, for a Petition for ETJ Release for approximately 1.18 acres, at 1140 Butcher Road, authorizing the Mayor to sign the associated documents accordingly."

APPLICANT REQUEST

The property owners have petitioned the City to remove thier property from the extraterritorial jurisdiction (ETJ).

CASE INFORMATION

Applicant: Christian Ibarra

Property Owner(s): Mr. W Fireworks

Site Acreage: 1.18 acres

Number of Lots: 1 lots

Number of Dwelling Units: 0 units

SUBJECT PROPERTY

General Location: Located at 1140 Butcher Road

Parcel ID Number(s): 148520

Current Zoning: N/A (ETJ)

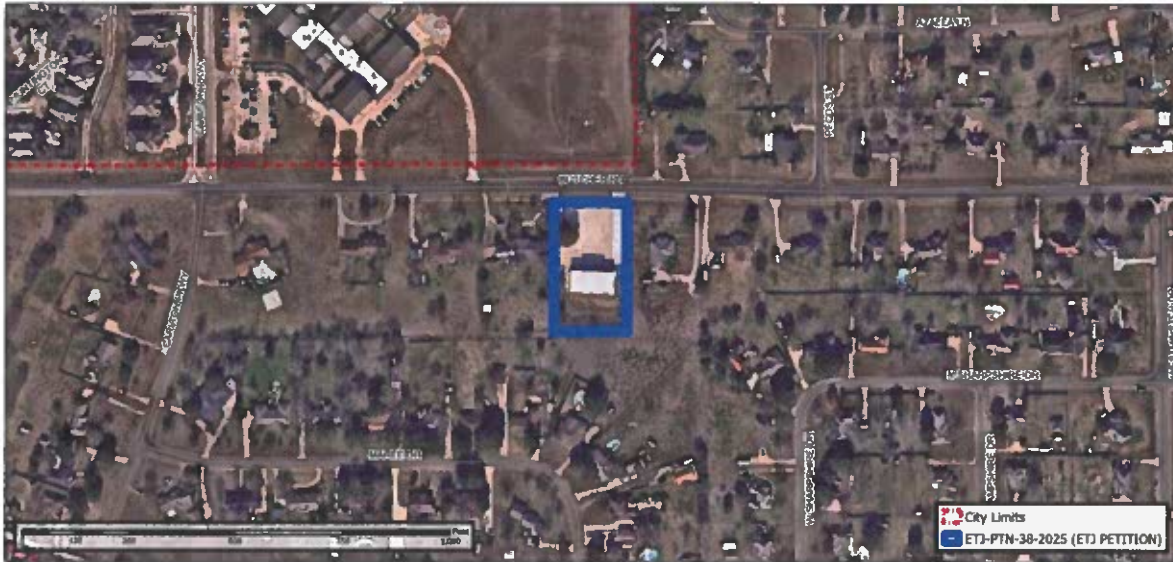
Existing Use: N/A (Undeveloped)

Platting History: The subject property is platted

CCN Service Area: Rockett SUD

(5h)

Site Aerial:



PLANNING ANALYSIS

Starting September 1, 2023, residents living in areas within a municipality's ETJ are allowed to file a petition requesting their release from the ETJ. Upon providing the City with the minimum information listed below, the City must immediately release the area from its ETJ.

- The petition must be in writing and detail the area's boundaries through either metes and bounds or a recorded plat; and
- The petition must include the property owner's name, signature, date of birth, residence address, and date of signing.

This application satisfies the requirements of Chapter 42, Subchapter D of the Texas Local Government Code governing the requirements for an ETJ petition.

RECOMMENDATION

City staff has determined that the submitted petition complies with the requirements of Chapter 42, Subchapter D of the Texas Local Government Code and that such law requires the release of the subject property from the City's ETJ.

ATTACHED EXHIBITS

1. ETJ Petition Map for March 17, 2025 City Council Meeting
2. Proposed Ordinance
3. Plat (Exhibit A)
4. Location Map (Exhibit B)

STAFF CONTACT INFORMATION

Prepared by:

Caleb Ensley

Planner

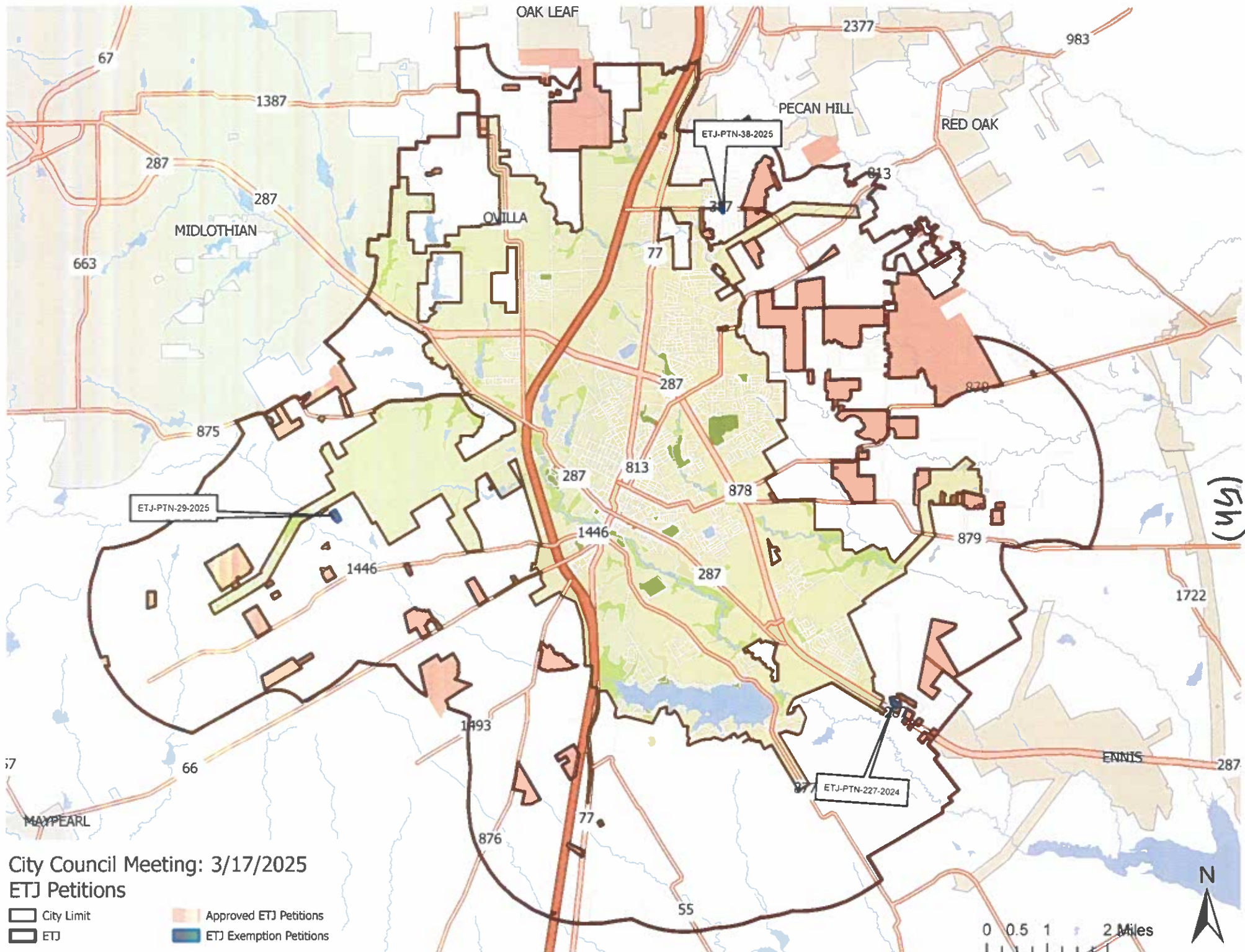
caleb.ensley@waxahachie.com

Reviewed by:

Trenton Robertson, AICP

Senior Director of Planning

Trenton.Robertson@waxahachie.com



City Council Meeting: 3/17/2025
ETJ Petitions

- City Limit
- ETJ
- Approved ETJ Petitions
- ETJ Exemption Petitions



(5h)

ORDINANCE NO. _____

AN ORDINANCE AUTHORIZING THE RELEASE FROM THE CITY OF WAXAHACHIE'S EXTRATERRITORIAL JURISDICTION OF A 1.18 ACRE TRACT OF LAND, LOCATED AT 1140 BUTCHER ROAD KNOWN AS PROPERTY ID 148520, AND ORDERING THE CHANGING OF THE CITY OF WAXAHACHIE'S EXTRATERRITORIAL JURISDICTION BOUNDARY MAP IN ACCORDANCE WITH SAID CHANGE.

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

WHEREAS, as authorized by Subchapter D of Chapter 42 of the Texas Local Government Code, the landowners of the herein described property have requested and petitioned in writing that the City of Waxahachie ("City") exclude the property herein described from the City's Extraterritorial Jurisdiction ("ETJ"); and

WHEREAS, City staff has determined that the submitted petition, case number ETJ-PTN-38-2025, complies with the requirements of Subchapter D of Chapter 42 of the Texas Local Government Code and that such law requires the release of the herein described property from the City's ETJ.

NOW, THEREFORE, the following described tracts of land are hereby released and removed from the City's ETJ, effective as of the date of the passage of this Ordinance:

All those certain lots, tracts or parcels of land situated in Ellis County, Texas, and being more particularly described by metes and bounds in Exhibit A and shown on the location map in Exhibit B, which are made a part hereof and attached hereto for all purposes.

The City's ETJ boundary is hereby amended in accordance with said change. City staff is hereby directed to make all required changes to the City map showing the boundaries of the City's ETJ, as required by Section 41.002 of the Texas Local Government Code, and to promptly notify Ellis County of such changes.

PASSED, APPROVED AND ADOPTED on this 17th day of March, 2025.

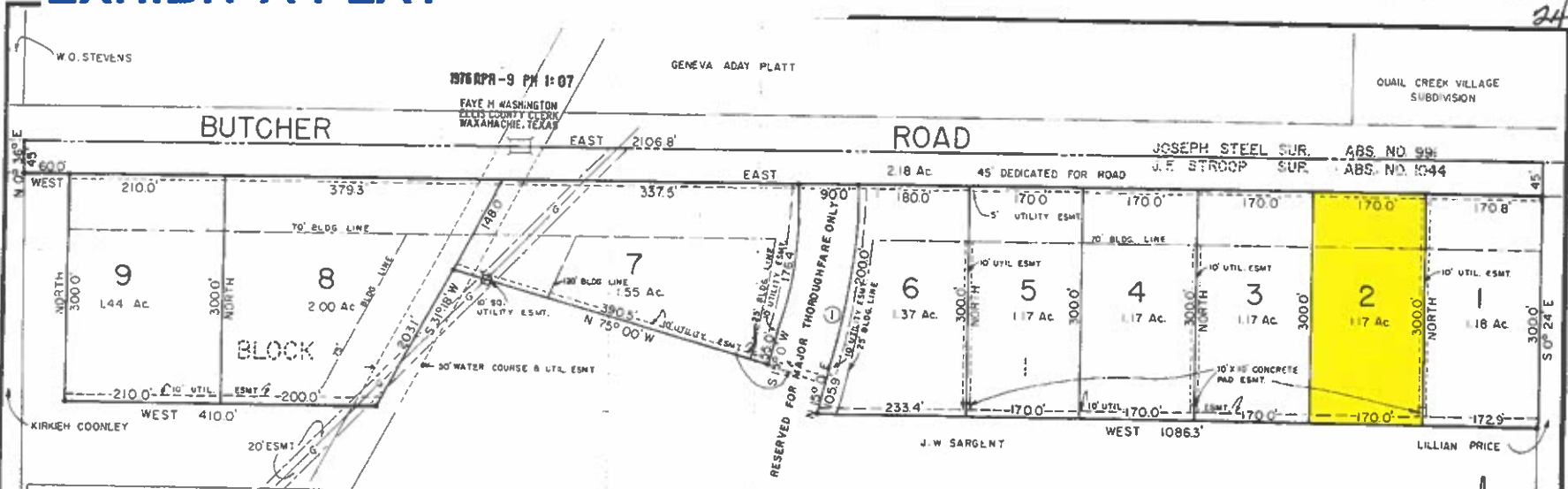
MAYOR

ATTEST:

City Secretary

EXHIBIT A PLAT

24



CURVE DATA			
Co No	INT	E	EXT
A	15° 00'	15° 00'	15° 00'
R	673.95'	718.95'	763.95'
T	88.73'	94.65'	100.58'
L	176.44'	188.22'	200.00'

FIELD NOTES:

BEING a part of the J.F. Stroop Survey, Abstract 1044, Ellis County, Texas; and being a part of the tract conveyed by Ruby, Carlton, et al to James Sargent by deed of record in Volume 582, Page 202, Deed Records, Ellis County, Texas; and being more particularly described by its metes and bounds as follows:

BEGINNING at a point at the Northwest corner of said Stroop Survey, said point being the Northwest corner of said Sargent tract;

THENCE East with the North line of said Stroop Survey and Sargent tract, 2108.0 feet to the Northeast corner of said Survey and tract;

THENCE S 0°24' E, with the East line of said Stroop Survey, 345.0 feet to a steel rod;

THENCE West, 1086.3 feet to a steel rod;

THENCE N 15°00' E, 105.9 feet to the beginning of a curve to the left with a radius of 763.95 feet;

THENCE Northerly with the arc of said curve, 200.0 feet to a steel rod on the South line of a dedicated Road;

THENCE West with the South line of said Road, 40.0 feet to a steel rod on a curve with a radius of 673.95 feet;

THENCE Southerly with the arc of said curve to the right, 176.4 feet;

THENCE S 15°00' W, 55.0 feet to a steel rod;

THENCE N 75°00' W, 390.5 feet to a steel rod;

THENCE S 31°18' W, 203.1 feet to a steel rod;

THENCE West, 410.0 feet to a steel rod;

THENCE North, 300.0 feet to the South line of said Road;

THENCE West, 60.0 feet to the West line of said Stroop Survey and said tract;

THENCE N 0°36' E, with the West line of said Survey, 45.0 feet to the point of beginning and containing 14.40 Acres of land.

APPROVED:

I hereby certify that the above and foregoing Plat of Carlton Estates, Phase I, Addition to the City of Waxahachie, was approved this 24th day of March, 1976, by the Planning and Zoning Commission of the City of Waxahachie, Texas.

James Sargent Chairman
James Sargent Secretary

I hereby certify that the above and foregoing Plat of Carlton Estates, Phase I, Addition to the City of Waxahachie, was approved by the City Council of the City of Waxahachie, Texas on the 5th day of April, 1976.

Said addition shall be subject to all the requirements of the Subdivision Ordinance of the City of Waxahachie,.

Witness my hand this 5th day of April, 1976.

James Sargent
 City Secretary

ELLIS COUNTY COMMISSIONERS COURT ON THIS 9th day of April, 1976.

James Sargent Commissioner
James Sargent Commissioner
James Sargent Commissioner
James Sargent Commissioner

RESIDENTIAL DEVELOPMENT

**BLOCK 1, LOTS 1-9
 PHASE I
 CARLTON ESTATES**

A SUBDIVISION OF A PART OF THE
 J.F. STROOP SURVEY
 AB. No 1044

THEREFORE FOR ALL MEN BY THESE PRESENTS:

I, James Sargent, being the owner of the hereon described property, do hereby adopt this plat of said property, designating the same as CARLTON ESTATES, Phase I, Ellis County, Texas, and do hereby dedicate to the public, use forever the street and easement show hereon. Witness my hand this 24th day of March, 1976.

James Sargent
 James Sargent

Subscribed to and sworn to before me, a Notary Public in and for Ellis County, Texas, on this 24th day of March, 1976.

James S. Hamilton
 Notary Public

I certify that this plat is a representation of a survey made on the ground and that there are no violations of encroachments or provisions or conditions unless shown on this plat.

James S. Hamilton
 Notary Public

SCALE: 1" = 100' JOB NO. _____
 ELLIS ASSOCIATES SURVEYORS
 180 N. COLLEGE WAXAHACHIE, TEXAS 75165

(5N)



EXHIBIT B LOCATION MAP

(5)

(51)



Memorandum

To: Honorable Mayor and City Council

From: Amber Villarreal, City Secretary

Thru: Michael Scott, City Manager

Date: March 17, 2025

Re: Appointment to the Waxahachie Housing Authority to Fill Unexpired Term

Recommended Motion: "I move to appoint Brandy Lawson to the Waxahachie Housing Authority Board to fill the unexpired term of resident board member Jonathan Bickerstaff."

Item Description: Consider appointment to fill an unexpired term on the Waxahachie Housing Authority Board.

Item Summary: Resident board member of the Waxahachie Housing Authority, Jonathan Bickerstaff, submitted his resignation effective March 13, 2025. Waxahachie Housing Authority Executive Director Alicia Carvalho recommends appointing Brandy Lawson to fill Mr. Bickerstaff's unexpired term. Ms. Lawson's residency at the Waxahachie Housing Authority satisfies the legal requirement (LGC Sec. 392.0331) that a member of the board must be a tenant of a public housing project over which the authority has jurisdiction or who is a recipient of housing assistance administered through the authority's housing choice voucher program or project-based rental assistance program.

Waxahachie Housing Authority (2-year term)

- Brandy Lawson (filling unexpired term of resident board member Jonathan Bickerstaff until September 2026)

(51)



City of Waxahachie Boards & Commission Application

NOTE: All information on this application is public information pursuant to the provisions of the Texas Public Information Act. Individuals appointed to serve on a board/commission/committee will be required to complete training relative to the Texas Open Meetings Act.

Name: Brandy Lawson

Address: 209 Patton St Waxahachie TX

Cell Phone: _____ Alt. Phone: _____

Email address: _____

Waxahachie resident for 1 years | Voter Registration No.: N/A

Occupation or area of expertise: door dash

Professional and/or community activities:
volunteer at spca

Have you ever been convicted of a felony? Yes No

Have you ever been convicted of a Class A misdemeanor? Yes No

Please select up to three of the following Boards, Commissions, or Committees you are interested in serving on. List in order of preference: 1, 2, 3

- | | |
|--|---|
| <input type="checkbox"/> <u>Airport Board</u> | <input type="checkbox"/> <u>Keep Waxahachie Beautiful Committee</u> |
| <input type="checkbox"/> <u>Animal Care Advisory Committee</u> | <input type="checkbox"/> <u>Park Board</u> |
| <input type="checkbox"/> <u>City Cemetery Board</u> | <input type="checkbox"/> <u>Planning & Zoning Commission</u> |
| <input type="checkbox"/> <u>Economic Development Commission</u> | <input type="checkbox"/> <u>Senior Center Advisory Committee</u> |
| <input type="checkbox"/> <u>Heritage Preservation Commission</u> | <input type="checkbox"/> <u>Tax Increment Financing Reinvestment Zone No. 1</u> |
| <input checked="" type="checkbox"/> <u>Housing Authority</u> | <input type="checkbox"/> <u>Waxahachie Community Development Corp.</u> |

Do you serve on any other board/commission/committee at this time?
If so, please list: NO

By applying, you agree you are available to attend meetings consistently.

Please visit https://www.waxahachie.com/government/boards_commissions.php to review meeting dates and times prior to submitting your application.

Applications are kept on file in the City Secretary's Office for this appointed period.

Brandy Lawson
Signature of applicant

3/7/25
Date

Please return this form to:
Jami.Bonner@waxahachie.com

City of Waxahachie / City Secretary's Office
P.O. Box 757
Waxahachie, TX 75168
(469) 309-4005 / Fax: (469) 309-4003

FOR OFFICE USE ONLY Date application received 3/11/25

Status of utility accounts: Current Past Due Suit/claim filed in CSO: Yes No

Statement of Oath Completed Open Meetings Training completed and cert received

No appointment made at this time.

(5j)



Memorandum

To: Honorable Mayor and City Council

From: Amber Villarreal, City Secretary

Thru: Michael Scott, City Manager 

Date: March 17, 2025

Re: Consider approval of Parking/Loading Zone Renewals from April 1, 2025-March 31, 2026

Recommended Motion: "I move to approve the parking/loading zone renewals from April 1, 2025-March 31, 2026 as presented."

Item Description: Consider approval of the following parking/loading zone renewals from April 1, 2025-March 31, 2026:

- All Sports Trophies, 109 North College
- Citizens National Bank, 200 N. Elm
- Wray & Willett, PLLC, 200 N. Rogers
- Panza Bros., 107 N. Rogers
- College Street Printing, 111 N. College

Item Summary: Annually, City Council reviews and approves the renewal of parking loading/zones in the downtown area. City Council approved Ordinance No. 2924 on March 6, 2017, stating there will be no new customer parking/loading spaces issued after the date of the passage of the ordinance. Existing customer parking spaces may be continued until further action of the City Council, so long as the business which leased said spaces remain at their present location. When those businesses close or change type of business conducted, said spaces will be open to the general public free of charge.

(9k)



Memorandum

To: Honorable Mayor and City Council
From: Laurie Mosley, Director – Convention & Visitors Bureau
Thru: Michael Scott, City Manager *MS*
Date: March 17, 2025
Re: Consider Approval of 2025 City of Waxahachie Events Calendar

Motion: "I move to approve the 2025 City of Waxahachie Event Calendar as presented and authorize the City Manager to execute any necessary documents and to approve any changes to the events as deemed necessary."

Item Description: This memo proposes a consolidated approval process for recurring annual events that take place within the city, maintaining the same details each year. Rather than requiring individual event applications for each occurrence, this approach ensures efficiency and consistency.

Item Summary: Numerous City hosted events take place annually with identical logistics, locations, and operational requirements. These include but are not limited to community parades, seasonal festivals, and civic celebrations. Historically, each event has required a separate application and review, despite no changes from year to year. The 2025 City of Waxahachie Event Calendar exhibit details the events hosted by the City throughout the year and provides dates for those events to help initiate internal planning meetings and inform the Council of those dates in advance. It is important to note that other non-City hosted events will be presented through the regular approval process.

Fiscal Impact: The presentation and approval of the 2025 City of Waxahachie Event Calendar will streamline the approval process for Council and give notice to staff and the Council of the events throughout the year.

(9K)

Exhibit - 2025 City of Waxahachie Event Calendar

APRIL

- **Let's Go Girls! Concert** – April 5 (Railyard Park) ^{1, 2}
- **Truck Yeah Promotion** – April 28 (Railyard Park) ^{1, 2, 3}

MAY

- **King George's Birthday Bash with Cumulus Radio** – May 18 (Railyard Park) ^{1, 2, 3}

JUNE

- **Juneteenth Festival – June 14 (Railyard Park)** ²
- **Make Music Day: Battle of the Bands** – June 21 (Railyard Park) ^{1, 2}

JULY

- **Crape Myrtle Festival Fireworks Show & Concert** – July 3 (Sports Complex)
- **Crape Myrtle Festival Parade** – July 4 (Starts at Getzendaner Park & Ends Downtown) ²

AUGUST

- **Waxahachie's 175th Birthday** – August 22 (Railyard Park) ²

SEPTEMBER

- **Family Day Festival** – September 13 (Railyard Park) ²

OCTOBER

- **Stampede of Speed Cattle Drive** – October 3 (Railyard Park) ²
- **Stampede of Speed Fan Fest** – October 9 (Railyard Park) ^{1, 2}
- **Trunk-o-Palooza** – October 18 (Railyard Park) ^{2, 3}
- **Crossroads of Texas Country Festival** – October 25 (Downtown Waxahachie) ^{1, 2, 3}

DECEMBER

- **Christmas Parade & Tree Lighting** – December 2 (Railyard Park) ²
- **Bethlehem Revisited** – *December 5-7 & December 12-14 (behind 402 N. College)* ²
- **Pajama Story Time** – December 19 (Railyard Park)

Saturday Morning Fitness – every Saturday at 8:00am at Railyard Park

Yoga in the Park – every 1st & 3rd Saturday at 9:00am at Railyard Park

Key:

1 - Includes alcohol

2 - Street Closures

3 - Includes promotion with Cumulus Radio

(7)



Memorandum

To: Honorable Mayor and City Council

From: Chad Tustison, Finance Director

Thru: Michael Scott, City Manager 

Date: March 17, 2025

Re: Consider City of Waxahachie Comprehensive Annual Financial Report
for year ended September 30, 2024

Motion: "I move to accept the Annual Comprehensive Financial Report and the Single Audit Report for the period ending September 30, 2024."

Item Description: This item is for the City Council to consider the acceptance of both the Annual Comprehensive Financial Report (ACFR) and the Single Audit Report for the 2023-2024 fiscal year.

Item Summary: As part of the City's commitment to transparency and fiscal responsibility, the City has completed its annual reporting and audit process for the 2023-2024 fiscal year. This report provides a comprehensive overview of the City's financial position and overall fiscal health. The independent audit ensures compliance with accounting standards and verifies the accuracy of the City's financial statements. The financial report and audit process requires approximately seven months of commitment from the Finance Department, working closely with our audit firm.

The audit firm, Pattillo, Brown & Hill LLP, completed the annual audit of the City's financials for the 2023-2024 fiscal year and has found the City's financial

(7)

statements present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, the aggregate discretely presented component unit, each major fund, and the aggregate remaining fund information of the City, as of September 30, 2024.

Pattillo, Brown, and Hill, LLP also completed the Single Audit Report for the 2023-2024 fiscal year and has found the City complied, in all material respects, with the compliance requirements that could have a direct and material effect on each of its major federal programs.

Upon acceptance by City Council, the reports will be made available on the City website and provided to various reporting agencies.

Planning & Zoning Department

Zoning Staff Report



Case: ZDC-13-2025

MEETING DATE(S)

Planning & Zoning Commission: March 11, 2025
City Council: March 17, 2025

CAPTION

Public Hearing on a request by Rajiv Rugwani, All R&N Holdings LLC, for a **Specific Use Permit (SUP)** for an **Electronic Message Sign** use within a Commercial (C) zoning district located at 2271 N Highway 77 (Property ID 235438) - Owner: All R&N Holdings LLC (ZDC-13-2025)

RECOMMENDED MOTION

"I move to approve of ZDC-13-2025, a Specific Use Permit (SUP) for an Electronic Message Sign use, subject to the conditions the staff report, authorizing the Mayor and/or City Manager to execute all documents accordingly."

ACTION SINCE INITIAL STAFF REPORT

At the Planning and Zoning Commission meeting held on March 11, 2025, the Commission voted 3-1 to recommend approval of case number ZDC-13-2025, subject to the conditions of the staff report.

APPLICANT REQUEST

The Applicant is requesting a Specific Use Permit (SUP) for an Electronic Message Sign use.

CASE INFORMATION

Applicant: Rajiv Rugwani, All R&N Holdings LLC
Property Owner(s): All R&N Holdings LLC
Site Acreage: 0.864 acres
Current Zoning: Commercial (C)
Requested Zoning: Commercial (C) with a SUP for an Electronic Message Sign use

SUBJECT PROPERTY

General Location: Generally located at 2271 N US Highway 77
Parcel ID Number(s): 235438
Existing Use: Medical Office
Development History: The subject property currently is developed as Medical Office use. The subject property is platted as Lot 2A, Block A of the Revco Subdivision.

Adjoining Zoning & Uses:

Direction	Zoning	Current Use
North	LI-1	Caliber Collision
East	GR	Roland's Nursery
South	LI-1	Carpet One
West	LI-2	Berry Plastic Logistics

Future Land Use Plan:

Local Commercial

Comprehensive Plan:

The local commercial placetype includes areas for restaurants, shops, grocery stores, offices, and personal service establishments. This placetype was incorporated to preserve the City's commercial corridors. Where appropriate, local commercial uses should be located at the intersection or frontage of major thoroughfares (60 feet or greater). The intensity of this placetype falls between neighborhood scale commercial and regional commercial. Local commercial will consist of a single or cluster of standalone office, retail or commercial buildings with an anchor. Local commercial uses should be interconnected with sidewalks to increase walkability. In addition, a shared open space comprised of a plaza or park is encouraged for multi-pad site developments.

Thoroughfare Plan:

The primary access to the subject property is from North Town Boulevard.

Site Image:



PLANNING ANALYSIS

The applicant requests a SUP for an Electric Message Sign use. The proposed use requires a SUP to be approved by City Council within the Commercial (C) zoning district. The applicant proposes the Electronic Message board to be 4' by 6' in size. The Electronic Message Board will be situated in a previously approved monument sign that is 10' in height and 8' in width. The size of the monument sign is consistent with the requirements of the Waxahachie Zoning Ordinance. The applicant proposes that the electronic message sign will follow the code requirements of Waxahachie Lighting and Glare standards. The proposed sign will also meet the requirements for Electronic Message Signs, as established by Section 5.08 of the Waxahachie Zoning Ordinance.

PUBLIC NOTIFICATIONS

To comply with State law contained in Local Government Code Chapter 211 and the City's public hearing notice requirements, 6 notices were mailed to property owners within 200 feet of the request. In addition, a notice was published in the Waxahachie Sun, and a sign was visibly posted at the property. Staff has received no letters in support and zero (0) letters in opposition for the SUP request.

RECOMMENDATION

Based on the details provided in this Staff Report and the present status of the documents associated with the request, the Planning Department recommends approval of the SUP request, subject to the conditions below.

Conditions:

1. The property owner shall obtain all necessary permits from the City of Waxahachie Building & Community Services Department prior to construction on the subject property.
2. The sign shall not be illuminated between the hours of 10pm – 6am.
3. The electronic messaging sign shall not be used to display commercial messages relating to products or services that are not offered on the premises.
4. The electronic message sign shall not exceed a brightness level of 0.3-foot candles above ambient light. The sign shall come equipped with automatic dimming technology, which automatically adjusts the sign's brightness based on ambient light.
5. The sign shall not have flashing copy or lights; revolving beacon lights; chasing, blinking, or stroboscopic lights; or, fluttering, undulating, swinging, or otherwise moving parts.
6. If the premises covered by this Specific Use Permit is vacated and/or ceases to operate for a period exceeding six months (6 months), a new Specific Use Permit shall be required to reestablish the use.
7. City Council shall have the right to review the Specific Use Permit at any point, as needed.

ATTACHED EXHIBITS

1. Operational Plan
2. SUP Ordinance
3. Exhibit A – Location Map
4. Exhibit B – Site Plan
5. Exhibit C – Sign Plan

APPLICANT REQUIREMENTS

1. Obtain all necessary permits from the City of Waxahachie Building & Community Services Department prior to construction on the subject property.

STAFF CONTACT INFORMATION*Prepared by:*

Harper Lindamood
Planner

Harper.lindamood@waxahachie.com

Reviewed by:

Trenton Robertson, AICP
Senior Director of Planning

Trenton.robertson@waxahachie.com

(8)

Operational Plan for Electronic Message Center/Sign for Apex Plaza

To whom it may concern:

We formally request your approval to install a new electronic message sign at our business location, 2271 N Hwy 77, Waxahachie. This modern, visually appealing sign will significantly enhance our storefront presence and improve brand visibility for potential clients.

The proposed signage will be used exclusively for our medical practices and tenants. It is not a billboard and will not be used to advertise offsite products or services. This exterior display will capture attention with engaging visuals and messaging, effectively communicate services, and allow for quick updates.

We fully understand and will abide by the rules set forth:

Proposed monument sign shall have no flashing copy or lights; revolving beacon lights; chasing, blinking, or stroboscopic lights; or, fluttering, undulating, swinging, or otherwise moving parts.

Electronic message center will not display commercial messages relating to products or services that are not offered on the premises.

Signage is not located within 400' of a residence, park, playground, or scenic area as designated by a governmental agency having such authority.

Proposed electronic message center shall not exceed a brightness level of 0.3-foot candles above ambient light. The sign will come equipped with automatic dimming technology, which automatically adjusts the sign's brightness based on ambient light.

Thank you for your consideration and kindly request for its approval

Sincerely



Rajiv Rugwani MD

(9)

ORDINANCE NO. _____

AN ORDINANCE AUTHORIZING A SPECIFIC USE PERMIT (SUP) TO ALLOW AN ELECTRONIC MESSAGE SIGN USE WITHIN A COMMERCIAL DISTRICT (C) AT 2271 N HIGHWAY 77 IN THE CITY OF WAXAHACHIE, ELLIS COUNTY, TEXAS, BEING 0.864 ACRES KNOWN AS PROPERTY ID 235438, AND ORDERING THE CHANGING OF THE ZONING MAP THEREOF IN ACCORDANCE WITH SAID CHANGE.

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

WHEREAS, the City Council of the City of Waxahachie having adopted a zoning ordinance and map showing the classification of the property located within the city limits of said City; and

WHEREAS, a proper application for a SUP has been made in accordance with the zoning ordinances in the City of Waxahachie and said application has been assigned case number ZDC-13-2025. Said application having been referred to the Planning and Zoning (P&Z) Commission was recommended by the P&Z Commission for approval and the issuance thereof; and

WHEREAS, proper notification has been published for the time and in the manner as prescribed by the city ordinance of the City of Waxahachie for a public hearing thereon; and

WHEREAS, a proper hearing was held as required by law and the City Council having heard all arguments for and against said SUP;

NOW, THEREFORE, this property is rezoned from C to C, with a SUP in order to allow an Electronic Message Sign use on the following property: Property ID 235438, which is shown on the Location Map (Exhibit A) in accordance with the Site Plan attached as Exhibit B, and the Sign Plan attached as Exhibit C.

SPECIFIC USE PERMIT

Purpose and Intent

The purpose of this ordinance is to provide the appropriate restrictions and development controls that ensure this Specific Use Permit is compatible with the surrounding development and zoning and to also ensure that the development complies with the City's Comprehensive Plan and the Zoning Ordinance.

(9)

Specific Use Permit

FOR THE OPERATION OF A SPECIFIC USE PERMIT FOR AN ELECTRONIC MESSAGE SIGN USE IN THE COMMERCIAL (C) DISTRICT; the following standards and conditions are hereby established as part of this ordinance:

1. The Site Plan, attached as Exhibit B, shall conform as approved by the City Council under case number ZDC-13-2025.
2. The size of the electronic message sign shall conform to the Sign Plan, attached as Exhibit C, as approved by the City Council under case number ZDC-13-2025.
3. The sign shall not be illuminated between the hours of 10pm – 6am.
4. The electronic messaging sign shall not be used to display commercial messages relating to products or services that are not offered on the premises.
5. The electronic message sign shall not exceed a brightness level of 0.3-foot candles above ambient light. The sign shall come equipped with automatic dimming technology, which automatically adjusts the sign's brightness based on ambient light.
6. The sign shall not have flashing copy or lights; revolving beacon lights; chasing, blinking, or stroboscopic lights; or, fluttering, undulating, swinging, or otherwise moving parts.
7. If the premises covered by this Specific Use Permit is vacated and/or ceases to operate for a period exceeding six months (6 months), a new Specific Use Permit shall be required to reestablish the use.
8. Any zoning, land use requirement, or restriction not contained within this Zoning Ordinance shall conform to those requirements and/or standards prescribed in Exhibits B – Site Plan, and Exhibit C – Sign Plan. Where the regulations are not specified in Exhibits B, C, or this Zoning Ordinance, the regulations of the Commercial (C) Zoning District the City of Waxahachie Zoning Ordinance shall apply to this development.
9. The development shall maintain compliance with all Federal, State and Local regulations; including, but not necessarily limited to, all applicable standards and regulations of the City of Waxahachie Municipal Code and City of Waxahachie Zoning Ordinance.
10. The property owner shall obtain all necessary permits from the City of Waxahachie Building & Community Services Department prior to construction on the subject property.
11. City Council shall have the right to review the Specific Use Permit at any point, necessary.

(9)

Compliance

1. It shall be unlawful for the owner, manager, or any person in charge of a business or other establishment to violate the conditions imposed by the City Council when a Specific Use Permit is granted, and the violation of those conditions could result in a citation being issued by the appropriate enforcement officers of the City of Waxahachie.
2. Furthermore, by this Ordinance, if the premises covered by this Specific Use Permit is vacated and/or ceases to operate for a period exceeding six months (6 months), a new Specific Use Permit shall be required to reestablish the use.
3. This Specific Use Permit shall run with the land and therefore may be transferred from owner to owner; however, each new owner shall obtain a new Certificate of Occupancy.
4. The Certificate of Occupancy shall note the existence of this Specific Use Permit by its number and title.

An emergency is declared to exist in that needed and approved improvements will be unnecessarily delayed if this ordinance is not effective upon passage and this ordinance is to be effective upon passage.

The zoning map of the City of Waxahachie is hereby authorized and directed to be demarked in accordance therewith.

PASSED, APPROVED AND ADOPTED on this 17th day of March, 2025.

MAYOR

ATTEST:

City Secretary

(9)

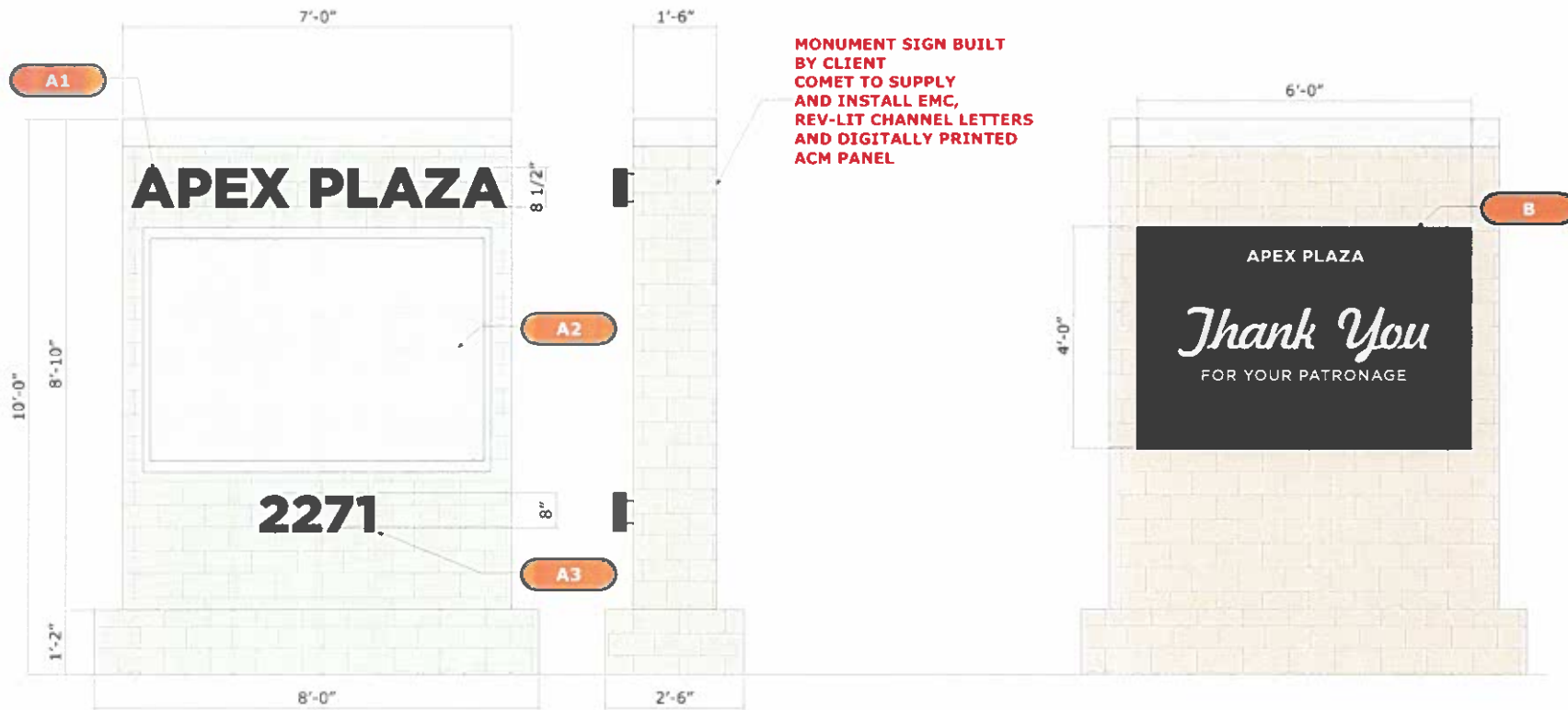
Exhibit A - Location Map



(9)

Exhibit C - Sign Plan

©2023 Comet Signs



Job Name:

APEX PLAZA

Proposal Drawing
 Final Drawing

Location: 2271 N. HWY. 77
WAXAHACHIE, TX 75165

Salesperson: Gregg Bartus
Prj. Mngr.: N/A
Date: 12/15/2023
Designer: Jacob Nowak
File Name: 78063_R11_APEX
PLAZA.cdr

Proposal #: 78063
Job #: n/a

Revisions



TDLR: 18010 • MET: E113766

Corpus Christi Office
5003 Stout Drive
San Antonio, TX 78219
(210) 341-7344

Dallas
2703 Mockingbird Lane
Dallas, TX 75235
(972) 870-1594

Houston (Globe Sign)
7820 Hansen Road
Houston, TX 77061
(713) 942-1833

Austin (Custom Sign Creations)
1130 Rutherford, Suite 180
Austin, TX 78753
(512) 374-9300

Texas (Open Center Signs)
2971 Elkton Trail
Tyler, TX 75703
(903) 561-6995



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INSTALL ELEMENTS ON EXISTING MONUMENT

A1-3,B

QTY: ONE (1)

SCOPE OF WORK:

INSTALL ONLY:

- SIDE 1- EMC - 10MM - Full Color Daktronics Galaxy

CABINET SIZE: 4'-5" X 6'-3" VIEWING AREA SIZE: 4'-0" X 6'-0"

MFG & INSTALL:

- **A1 - SIDE 1-** 3" DEEP REVERSE LIT CHANNEL LETTER SET, PAINT COLOR TBD, WHITE LED ILLUMINATION. LETTER ARE FABRICATED FROM ALUMINUM.
- **A3 - SIDE 1-** 3" DEEP REVERSE LIT CHANNEL LETTER SET, PAINT COLOR TBD, WHITE LED ILLUMINATION. LETTER ARE FABRICATED FROM ALUMINUM.
- **B - SIDE 2-** DIGITALLY PRINTED ACM PANEL, UV LAMINATED, FLUSH MOUNT

CUSTOMER APPROVAL

APPROVED BY: _____ DATE: ____ / ____ / ____

Scale: 1/2" = 1'-0"

Planning & Zoning Department

Zoning Staff Report

Case: ZDC-223-2024



MEETING DATE(S)

Planning & Zoning Commission: March 11, 2025
City Council: March 17, 2025

CAPTION

Public Hearing on a request by Paul Corp for a **Specific Use Permit (SUP)** for an **Accessory Structure exceeding seven hundred (700) square feet** use within a Future Development (FD) zoning district located at 2820 Howard Rd (Property ID 138980) - Owner: Daniel & Monica Siebert (ZDC-223-2024)

RECOMMENDED MOTION

"I move to approve of ZDC-223-2024, Specific Use Permit (SUP) for an Accessory Structure exceeding seven hundred (700) square feet in use, subject to the conditions of the staff report, authorizing the Mayor and/or City Manager to sign the associated documents accordingly."

ACTION SINCE INITIAL STAFF REPORT

At the Planning & Zoning Commission meeting held on March 11, 2025, the Commission voted 4-0 to recommend approval of case number ZDC-223-2024, subject to the conditions of the staff report.

APPLICANT REQUEST

The applicant requests approval of a Specific Use Permit (SUP) for an enclosed Accessory Structure exceeding seven hundred (700) square feet.

CASE INFORMATION

Applicant: Paul Corp, Corp Custom Homes
Property Owner(s): Daniel & Monica Siebert
Site Acreage: 4.60 acres
Current Zoning: Future Development (FD)
Requested Zoning: Future Development (FD) with a SUP for an accessory structure exceeding seven hundred (700) square feet.

SUBJECT PROPERTY

General Location: 2820 Howard Road
Parcel ID Number(s): 138980
Existing Use: Single-Family Residence
Development History: A plat for Penn Farm Ranchettes, Lot 2, Block A was filed for the subject property on January 1, 2004.

Adjoining Zoning & Uses:

Direction	Zoning	Current Use
North	FD	Vacant lot/Single-Family Residence
East	FD	Single-Family Residence
South	FD	Vacant Tract of Land
West	FD	Single-Family Residence

Future Land Use Plan:

Mixed Use Neighborhood

Comprehensive Plan:

A mixed-use neighborhood harkens back to the pre-suburban development pattern with smaller lots, smaller setbacks, shorter blocks, diverse housing typologies and very importantly, a mix of uses. This mixing of activities and uses allows the area to adapt and change over time to suit the needs of its inhabitants. Though it is not imperative for uses to always be mixed within the same building, it is important to note that large monolithic developments with near exclusive uses such as large multiplex apartments or retail centers with large land area being devoted to automobile parking do not suit mixed-use neighborhoods. Mixed-use neighborhoods are places where residents can live, work and play and are primarily accessible by foot. Given the various housing typologies encouraged in this placetype, it is essential to make sure residential uses appropriately transition from one another based on the housing typology.

Thoroughfare Plan:

The subject property is accessible via Howard Road.

Site Image:



PLANNING ANALYSIS

The applicant is requesting a Specific Use Permit (SUP) to construct an accessory structure which exceeds seven hundred (700) square feet at 2820 Howard Road. The City of Waxahachie Zoning ordinance requires City Council to approve a SUP to allow accessory structures over 700 square feet in size.

Proposed Use:

According to the applicant's site plan, the existing single-family dwelling is approximately 5,622 square feet. The proposed accessory structure is one-story and has an area of 1,824 square feet. The proposed accessory structure does meet the requisite setback requirements of the Waxahachie Zoning Ordinance for accessory structures in Future Development (FD) zoning districts. The accessory structure is comprised entirely of metal r-panel and is proposed to be used for storage and a hobby space. The applicant proposes to extend the concrete driveway from their existing home to the proposed accessory structure.

The applicant has confirmed to staff that the structure will not be used as a dwelling or short-term rental and will not be metered, sold, or leased separately from the existing primary structure. The applicant also noted that this structure will not be used for commercial purposes.

PUBLIC NOTIFICATIONS

To comply with State law contained in Local Government Code Chapter 211 and the City's public hearing notice requirements, 7 notices were mailed to property owners within 200 feet of the request. In addition, a notice was published in the Waxahachie Sun and a sign was visibly posted at the property. Staff has received zero (0) letters of opposition and zero (0) letters of support for the SUP request.

RECOMMENDATION

Based on the details provided in this Staff Report and the present status of the documents subject to the request, staff recommends approval of the SUP request subject to the conditions noted below.

Conditions:

1. The accessory structure shall not be used as a dwelling without a Specific Use Permit approved by City Council.
2. The accessory structure shall not be used as a short-term rental without a Specific Use Permit that has been approved by City Council.
3. The accessory structure shall not be used for commercial purposes.
4. The accessory structure shall not be leased or sold separately from the primary residence and shall not be separately metered.
5. The applicant shall obtain a permit from the City of Waxahachie Building Department prior to construction of the accessory structure.

ATTACHED EXHIBITS

1. SUP Ordinance
2. Location Map (Exhibit A)
3. Site Plan (Exhibit B)
4. Elevation and Façade Plan (Exhibit C)
5. Operational Plan (Exhibit D)

APPLICANT REQUIREMENTS

1. If approved by City Council, the applicant can apply for building permits from the Building and Community Services Department.

STAFF CONTACT INFORMATION

Prepared by:

Caleb Ensley

Planner

caleb.ensley@waxahachie.com

Reviewed by:

Trenton Robertson, AICP

Senior Director of Planning

Trenton.Robertson@waxahachie.com

(11)

ORDINANCE NO. _____

AN ORDINANCE AUTHORIZING A SPECIFIC USE PERMIT (SUP) TO PERMIT AN ACCESSORY STRUCTURE EXCEEDING SEVEN HUNDRED (700) SQUARE FEET USE WITHIN THE FUTURE DEVELOPMENT (FD) ZONING DISTRICT, LOCATED AT 2820 HOWARD ROAD, BEING PROPERTY ID 138980, IN THE CITY OF WAXAHACHIE, ELLIS COUNTY, TEXAS, BEING LOT 2, BLOCK A OF THE PENN FARM RANCHETTES SUBDIVISION, AND ORDERING THE CHANGING OF THE ZONING MAP THEREOF IN ACCORDANCE WITH SAID CHANGE.

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

WHEREAS, the City Council of the City of Waxahachie having heretofore adopted a zoning ordinance and map showing the classification of the various property located within the city limits of said City; and

WHEREAS, the described property is classified in said ordinance and any amendments thereto as FD; and

WHEREAS, a proper application for a SUP has been made in accordance with the zoning ordinances in the City of Waxahachie and said application has been assigned case number ZDC-223-2024. Said application having been referred to the Planning and Zoning (P&Z) Commission was recommended by the P&Z Commission for approval and the issuance thereof; and

WHEREAS, proper notification has been published for the time and in the manner as prescribed by the city ordinance of the City of Waxahachie for a public hearing thereon; and,

WHEREAS, a proper hearing was held as required by law and the Council having heard all arguments for and against said SUP;

NOW, THEREFORE, this property is rezoned from FD to FD, with a SUP in order to permit an Accessory Structure exceeding seven hundred (700) square feet use on the following property: Lot 2, Block A of the Penn Farm Ranchettes Subdivision, which is shown on Exhibit A, in accordance with the Site Plan attached as Exhibit B, Elevation and Façade Plan attached as Exhibit C, and the Operational Plan attached as Exhibit D.

SPECIFIC USE PERMIT

Purpose and Intent

The purpose of this Ordinance is to provide the appropriate restrictions and development controls that ensure this Specific Use Permit is compatible with the surrounding development and zoning and to also ensure that the development complies with the City's Comprehensive Plan and Zoning Ordinance.

(11)

Specific Use Permit

FOR THE OPERATION OF A SPECIFIC USE PERMIT FOR AN ACCESSORY STRUCTURE EXCEEDING SEVEN HUNDRED (700) SQUARE FEET USE IN A FUTURE DEVELOPMENT (FD) ZONING DISTRICT; the following standards and conditions are hereby established as part of this ordinance:

1. The accessory structure shall not be used as a dwelling without a Specific Use Permit that has been approved by City Council.
2. The accessory structure shall not be used as a short-term rental without a Specific Use Permit that has been approved by City Council.
3. The accessory structure shall not be used for commercial purposes.
4. The accessory structure shall not be leased or sold separately from the primary residence and shall not be separately metered.
5. The accessory structure shall obtain all necessary permits from the City of Waxahachie Building and Community Services Department before constructing the accessory structure.
6. Development on the subject property shall adhere to the following exhibits approved by the City Council: Exhibit A - Location Map, Exhibit B – Site Plan, Exhibit C – Elevation/Façade Plan, Exhibit D – Operation Plan.
7. The development shall maintain compliance with all Federal, State and Local regulations; including, but not necessarily limited to, all applicable standards and regulations of the City of Waxahachie Municipal Code and City of Waxahachie Zoning Ordinance.
8. Any zoning, land use requirement, or restriction not contained within this Zoning Ordinance as approved by City Council, shall conform to those requirements and/or standards prescribed in Exhibits B – Site Plan, Exhibit C –Elevation/Façade Plan, and Exhibit D – Operational Plan. Where regulations are not specified in Exhibits B, C, and D or this Zoning Ordinance, the regulations of the Future Development (FD) Zoning District and the City of Waxahachie Zoning Ordinance shall apply to this development.
9. City Council shall have the right to review the Specific Use Permit at any point, if needed.

(11)

Compliance

1. It shall be unlawful for the owner, manager, or any person in charge of a business of establishment to violate the conditions imposed by the City Council when a Specific Use Permit is granted, and the violation of those conditions could result in a citation being issued by the appropriate enforcement officers of the City of Waxahachie.
2. Furthermore, by this Ordinance, if the premises covered by this Specific Use Permit is vacated and/or ceases to operate for a period exceeding six (6) months, a new Specific Use Permit shall be required to reestablish the use.
3. This Specific Use Permit shall run with the land and therefore may be transferred from owner to owner.

An emergency is declared to exist in that needed and approved improvements will be unnecessarily delayed if this ordinance is not effective upon passage and this ordinance is to be effective upon passage.

The zoning map of the City of Waxahachie is hereby authorized and directed to be demarked in accordance therewith.

PASSED, APPROVED AND ADOPTED on this 17th day of March, 2025.

MAYOR

ATTEST:

City Secretary

(11)

EXHIBIT A LOCATION MAP



(11)

Siebert Residence
2820 Howard Road
FM 877 (Lot 02 Blk "A")
Penn Farm Ranchettes - Waxahachie, Texas



01 FRONT VIEW 01
SCALE: NTS



02 FRONT VIEW 02
SCALE: NTS



03 FRONT VIEW 03
SCALE: NTS

EXHIBIT B SITE PLAN

Final Permit Set 03.19.24
Revised Set 03.19.24



2024 Howard Rd. Aerial Map

04 SITE PLAN
SCALE: 1" = 40'-0"

This site plan is not a contract. It is provided for building and electrical work only. It is the owner's responsibility to coordinate the permit process to meet with all applicable codes and regulations. The owner is responsible for obtaining all necessary permits and approvals. The owner is responsible for providing all necessary information and documents to the permitting authority. The owner is responsible for providing all necessary information and documents to the permitting authority. The owner is responsible for providing all necessary information and documents to the permitting authority.

Final permit shall provide complete details. Items left blank are to be determined by the owner and shall conform to applicable codes and regulations.

FLOOR AREAS		
NAME	STORY	AREA (sq ft)
A/C	1ST FLOOR	2,930
	2ND FLOOR	1,110
GARAGE	1ST FLOOR	821
		885
PORCH (FRONT)	1ST FLOOR	125
		125
PORCH (REAR)	1ST FLOOR	561
		561
PORCH (SIDE)	1ST FLOOR	58
		58
		5,022

COVER SHEET VIEWS

Siebert Residence
2820 Howard Road
Waxahachie, TEXAS

Date: 2.1.2024
Drawn: D.V.K.
Rev: 25-06
Sheet Number:
A0.01

(11)

BUILDING IMAGES



Perspective View



Front



Left Side



Right Side

DocuSigned by
Daniel Siebert
590A1520859149A

9/27/2024



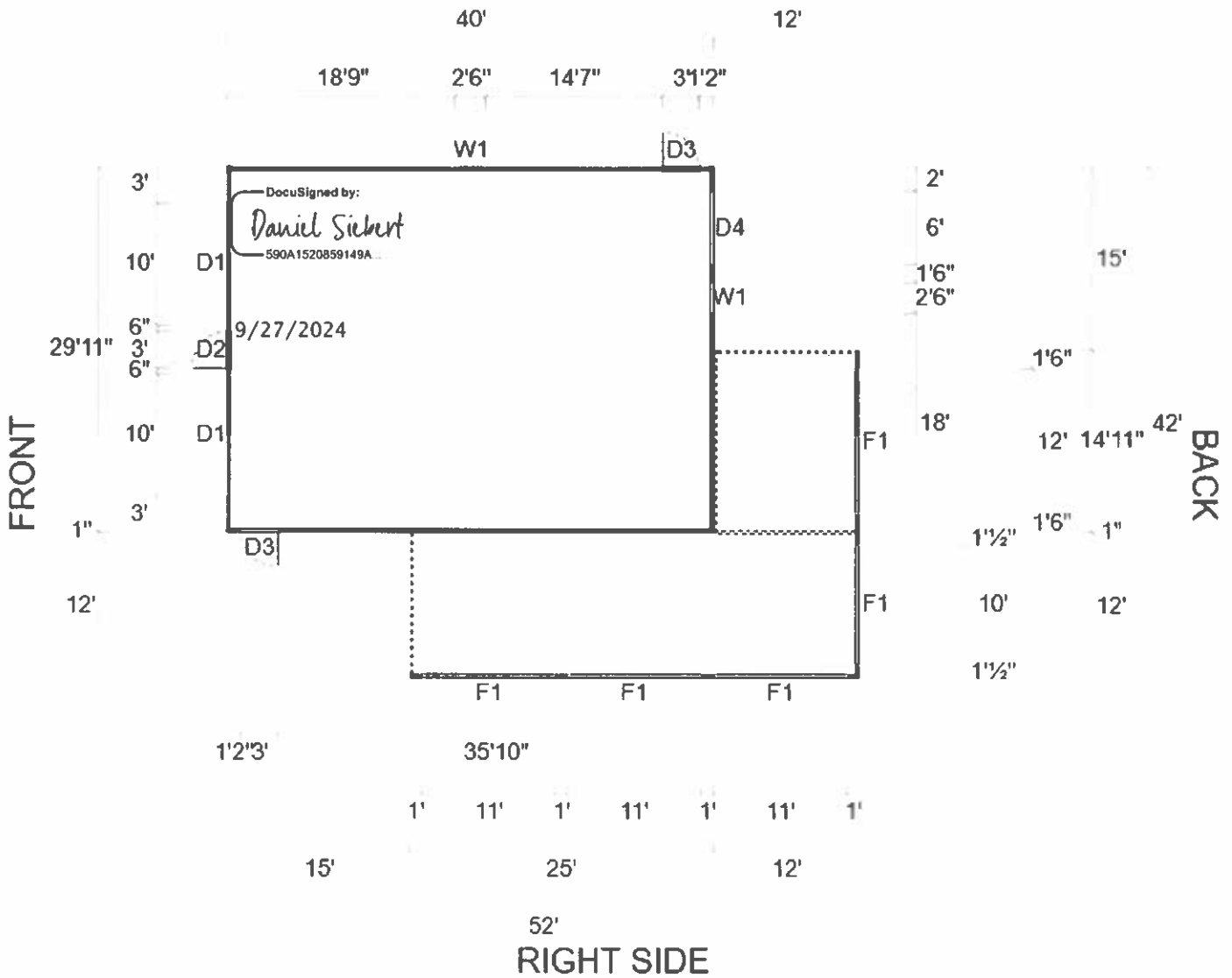
Back

Garage ridge height to be 15'
R-panel steel walls and roof

#1727192198499971-2

(11)

LEFT SIDE



SYMBOL LEGEND	
D1	10'x10' Rollup Door
D2	Walk-In Door 9-Lite (36x80)
D3	Walk-In Door (36x80)
D4	6'x7' Rollup Door
W1	30W x 27H White Frame (Includes Shutters if Horizontal Siding)
F1	Custom Size up to 14'
	Closed Wall
	Open Wall

#1727192198499971-2

EXHIBIT D OPERATIONAL PLAN

(11)

January 23rd, 2025

To whom it may concern:

For the metal shop at 2820 Howard Rd.

The metal building (structure) will be used for storage and hobby workspace.

The structure will not be used as a dwelling


The structure will not be used for commercial purposes


The structure will not be leased or sold separately from the primary residence

The structure will not be separately metered

The structure will not be used as a short-term rental

X 

X DocuSigned by:

588A1020658143A

X DocuSigned by:

B7FX20927A754F4

Planning & Zoning Department Zoning Staff Report



Case: ZDC-161-2024

MEETING DATE(S)

Planning & Zoning Commission: March 11, 2025
City Council: March 17, 2025

CAPTION

Public Hearing on a request by Julissa Lopez, for a **Specific Use Permit (SUP)** for a **Short-Term Rental** use within a Single-Family-2 (SF-2) zoning district located at 302 Farley Street (Property ID 171737) – Owner(s): Higher Solutions Properties, LLC (ZDC-161-2024)

RECOMMENDED MOTION

- *"I move to deny ZDC-161-2024, a Specific Use Permit (SUP) for Short-Term Rental use."*
- *"I move to approve of ZDC-161-2024, a Specific Use Permit (SUP) for a Short-Term Rental use, subject to the conditions the staff report, authorizing the Mayor and/or City Manager to execute all documents accordingly."*

ACTION SINCE INITIAL STAFF REPORT

At the Planning and Zoning Commission meeting held on March 11, 2025, the Commission voted 4-0 resulting in a recommendation for approval of case number ZDC-161-2024.

APPLICANT REQUEST

The Applicant requests a Specific Use Permit for a Short-Term Rental use at 302 Farley Street.

CASE INFORMATION

Applicant: Julissa Lopez

Property Owner(s): Higher Solutions Properties, LLC

Site Acreage: 0.275 acres

Current Zoning: Single-Family Dwelling-2 (SF-2)

Requested Zoning: SF-2 with a Specific Use Permit (SUP) for a Short-Term Rental use

SUBJECT PROPERTY

General Location: 302 Farley Street

Parcel ID Number(s): 171737

Existing Use: Residential use

Development History: The subject property was platted as Lot 2, Block 278 of the Town Addition.

Adjoining Zoning & Uses:

Direction	Zoning	Current Use
North	Single-Family-2 (SF-2)	Residential
East	Single-Family-2 (SF-2)	Residential
South	Single-Family-2 (SF-2)	Residential
West	Single-Family-2 (SF-2)	Residential

Future Land Use Plan: Mixed Use Neighborhood

Comprehensive Plan: A mixed-use neighborhood harkens back to the pre-suburban development pattern with smaller lots, smaller setbacks, shorter blocks, diverse housing typologies and very importantly, a mix of uses. This mixing of activities and uses allows the area to adapt and change over time to suit the needs of its inhabitants. Though it is not imperative for uses to always be mixed within the same building, it is important to note that large monolithic developments with near exclusive uses such as large multiplex apartments or retail centers with large land area being devoted to automobile parking do not suit mixed-use neighborhoods. Mixed-use neighborhoods are places where residents can live, work and play and are primarily accessible by foot. Given the various housing typologies encouraged in this placetype, it is essential to make sure residential uses appropriately transition from one another based on the housing typology.

Thoroughfare Plan: The subject property is accessible via Farley Street.

Site Image:



PLANNING ANALYSIS

During the City Council meeting held on October 16, 2023, Councilmembers approved an ordinance to allow the use of a short-term rental in all zoning districts with an approved SUP, with the exception of the Central Area (CA) zoning district. All residential-use properties located within the Central Area (CA) zoning district are allowed to operate a short-term rental by right without seeking the approval of a SUP.

The applicant requests a SUP for short-term rental use at 302 Farley Street because it is located within the SF-2 zoning district. The subject property consists of a primary structure of approximately 1,772 square feet, built in 1945 with three (3) bedrooms, two (2) bathrooms, and enough improved surface to accommodate for the maximum parking spaces of three (3) vehicles. The subject property is situated on an approximately 0.275 acres (11,979 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 July 31, 2024.

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

The applicant's local emergency contact is Julissa Lopez, 5625 South 14th Street, Midlothian, TX 76065, julissalopez@verizon.net, which is located approximately eleven (11) miles from the subject property.

PUBLIC NOTIFICATIONS

To comply with State law contained in Local Government Code Chapter 211 and the City's public hearing notice requirements, 100 notices were mailed to property owners within 500 feet of the as required in Section 3.27 of the City's Zoning Ordinance. In addition, a notice was published in the Waxahachie Sun, and a sign was visibly posted at the property. At the time of the publishing of this staff report, a total of four (4) letters of support and two (2) letters of opposition were received by staff, with two (2) letters of opposition and no letters of support being inside the 200' buffer.

RECOMMENDATION

Based on the details provided in this Staff Report and the present status of the documents associated with the request, if considering a recommendation for approval:

Conditions:

1. The applicant shall provide insurance of a minimum of \$1,000,000 per occurrence.
2. The applicant shall add "No vehicles shall be parked on the public street" to the Host Rules.
3. The short-term rental operator shall complete the STR registration process with the City's vendor, and pay the annual and a renewal fee set by Ordinance No. 3415, or as amended.
4. The short-term rental operator shall register for a Hotel Occupancy Tax account with the City's vendor.
5. The short-term rental operator shall allow a maximum occupancy of six (6) guests per stay.
6. The short-term rental operator shall provide a maximum of two (2) off-street parking spaces.
7. The short-term rental operator shall adhere to all regulations stated in Section 3.27 of the City's Zoning Ordinance.
8. The applicant shall apply for the required STR registration within thirty (30) calendar days from the City Council approval of this SUP.

ATTACHED EXHIBITS

1. Property Owner Notification Responses
2. SUP Ordinance
3. Location Map (Exhibit A)
4. Zoning Map (Exhibit B)
5. Floorplan (Exhibit C)
6. Survey (Exhibit D)
7. Host Rules (Exhibit E)

STAFF CONTACT INFORMATION

Prepared by:

Oanh Vu

Senior Planner

oanh.vu@waxahachie.com

Reviewed by:

Trenton Robertson, AICP

Senior Director of Planning

trenton.robertson@waxahachie.com

(12)



City of Waxahachie, Texas
Notice of Public Hearing
Case Number: ZDC-161-2024

RECEIVED FEB 21 2025

TENPENNY IRA
109 ROSA ST
WAXAHACHIE, TX 75165

The Waxahachie Planning & Zoning Commission will hold a Public Hearing on Tuesday, March 11, 2025 at 7:00 p.m. and the Waxahachie City Council will hold a Public Hearing on Monday, March 17, 2025 at 7:00 p.m. in Meeting Rooms A & B at the Waxahachie Civic Center, 2000 Civic Center Ln, Waxahachie, Texas to consider the following:

Request by Julissa Lopez, for a Specific Use Permit (SUP) for a Short-Term Rental use within a Single-Family-2 (SF-2) zoning district located at 302 Farley Street (Property ID 171737) – Owner(s): Higher Solutions Properties, LLC (ZDC-161-2024)

You received this notice because your property is within the area of notification as required by law. As an interested party you are welcome to make your views known by attending the hearings. If you cannot attend the hearings, you may express your views by filling in and returning the bottom portion of this notice. Please contact the Planning Department at (469) 309-4290 or via email: Planning@Waxahachie.com for additional information on this request.

Case Number: ZDC-161-2024

City Reference: 172567

Your response to this notification is optional. If you choose to respond, please return this form by 5:00 P.M. on **March 5, 2025** to ensure inclusion in the Agenda Packet. Forms can be e-mailed to Planning@Waxahachie.com or you may drop off/mail your form to City of Waxahachie, Attention: Planning, 408 South Rogers Street, Waxahachie, TX 75165.

SUPPORT

OPPOSE

Comments:


Signature

2-25-2025
Date

Ira Tenpenny Citizen
Printed Name and Title

109 Rosa
Address

(12)



City of Waxahachie, Texas
Notice of Public Hearing
Case Number: ZDC-161-2024

LAKES REGIONAL MHRM CENTER
PO BOX 747
TERRELL, TX 75160-0014

The Waxahachie Planning & Zoning Commission will hold a Public Hearing on Tuesday, March 11, 2025 at 7:00 p.m. and the Waxahachie City Council will hold a Public Hearing on Monday, March 17, 2025 at 7:00 p.m. in Meeting Rooms A & B at the Waxahachie Civic Center, 2000 Civic Center Ln, Waxahachie, Texas to consider the following:

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Case Number: ZDC-161-2024

City Reference: 172050

Your response to this notification is optional. If you choose to respond, please return this form by 5:00 P.M. on **March 5, 2025** to ensure inclusion in the Agenda Packet. Forms can be e-mailed to Planning@Waxahachie.com or you may drop off/mail your form to City of Waxahachie, Attention: Planning, 408 South Rogers Street, Waxahachie, TX 75165.

SUPPORT

OPPOSE

Comments:

TOO CLOSE TO A GROUP HOME

Richard Wilcox
Signature

2/27/25
Date

RICHARD WILCOX
Printed Name and Title

306 JOSEPH
Address

...hearings, you may express your views known by attending the hearings.
...notification as required by
...your views by filling in and returning the
...the Planning Department at (469) 309-4290 or via
...additional information on this request.
email: Planning@Waxahachie.com

Case Number: **ZDC-161-2024**

City Reference: 171751

Your response to this notification is optional. If you choose to respond, please return this form by 5:00 P.M. on **March 5, 2025** to ensure inclusion in the Agenda Packet. Forms can be e-mailed to Planning@Waxahachie.com or you may drop off/mail your form to City of Waxahachie, Attention: Planning, 408 South Rogers Street, Waxahachie, TX 75165.

Comments:

SUPPORT

OPPOSE

Marla Graham

Signature

MARLA GRAHAM

Printed Name and Title

3-3-25

Date

3046 Fm 664
Address Waxahachie, TX
75167

(12)

(12)



City of Waxahachie, Texas
Notice of Public Hearing
Case Number: ZDC-161-2024

LOREN GRAY INVESTMENTS LLC
PO BOX 2868
WAXAHACHIE, TX 75168-8868

The Waxahachie Planning & Zoning Commission will hold a Public Hearing on Tuesday, March 11, 2025 at 7:00 p.m. and the Waxahachie City Council will hold a Public Hearing on Monday, March 17, 2025 at 7:00 p.m. in Meeting Rooms A & B at the Waxahachie Civic Center, 2000 Civic Center Ln, Waxahachie, Texas to consider the following:

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Case Number: ZDC-161-2024

City Reference: 172064

Your response to this notification is optional. If you choose to respond, please return this form by 5:00 P.M. on **March 5, 2025** to ensure inclusion in the Agenda Packet. Forms can be e-mailed to Planning@Waxahachie.com or you may drop off/mail your form to City of Waxahachie, Attention: Planning, 408 South Rogers Street, Waxahachie, TX 75165.

SUPPORT

OPPOSE

Comments:

Signature

Brad Yates member
Printed Name and Title

3/3/25
Date

500 Farley
Address



(12)

City of Waxahachie, Texas
Notice of Public Hearing
Case Number: ZDC-161-2024

LOREN GRAY INVESTMENTS LLC
PO BOX 2868
WAXAHACHIE, TX 75168-8868

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Case Number: ZDC-161-2024

City Reference: 175879

Your response to this notification is optional. If you choose to respond, please return this form by 5:00 P.M. on March 5, 2025 to ensure inclusion in the Agenda Packet. Forms can be e-mailed to Planning@Waxahachie.com or you may drop off/mail your form to City of Waxahachie, Attention: Planning, 408 South Rogers Street, Waxahachie, TX 75165.

SUPPORT

OPPOSE

Comments:

Signature

3/3/25

Date

Dr. Yates member

Printed Name and Title

110 Farley

Address



(12)

City of Waxahachie, Texas
Notice of Public Hearing
Case Number: ZDC-161-2024



LOREN GRAY INVESTMENTS LLC
PO BOX 2868
WAXAHACHIE, TX 75168-8868

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Case Number: ZDC-161-2024

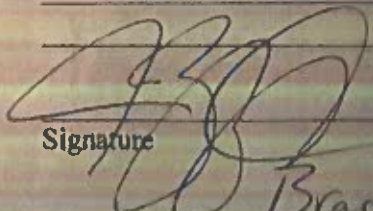
City Reference: 175886

Your response to this notification is optional. If you choose to respond, please return this form by 5:00 P.M. on **March 5, 2025** to ensure inclusion in the Agenda Packet. Forms can be e-mailed to Planning@Waxahachie.com or you may drop off/mail your form to City of Waxahachie, Attention: Planning, 408 South Rogers Street, Waxahachie, TX 75165.

SUPPORT

OPPOSE

Comments:



Signature

3/3/25

Date

Brad Yates member

Printed Name and Title

202 Rousseau

Address

(13)

ORDINANCE NO.

AN ORDINANCE AUTHORIZING A SPECIFIC USE PERMIT (SUP) TO ALLOW A SHORT-TERM RENTAL USE WITHIN A SINGLE-FAMILY-2 (SF-2) ZONING DISTRICT LOCATED AT 302 FARLEY STREET IN THE CITY OF WAXAHACHIE, ELLIS COUNTY, TEXAS, BEING 0.275 ACRES KNOWN AS PROPERTY ID 171737, AND ORDERING THE CHANGING OF THE ZONING MAP THEREOF IN ACCORDANCE WITH SAID CHANGE.

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

WHEREAS, the City Council of the City of Waxahachie having adopted a zoning ordinance and map showing the classification of the property located within the city limits of said City; and

WHEREAS, a proper application for an SUP has been made in accordance with the zoning ordinances in the City of Waxahachie and said application has been assigned case number ZDC-161-2024. Said application having been referred to the Planning and Zoning (P&Z) Commission was recommended by the P&Z Commission for approval and the issuance thereof; and

WHEREAS, proper notification has been published for the time and in the manner as prescribed by the city ordinance of the City of Waxahachie for a public hearing thereon; and

WHEREAS, a proper hearing was held as required by law and the City Council having heard all arguments for and against said SUP;

NOW, THEREFORE, this property is rezoned from SF-2 to SF-2, with an SUP in order to allow a Short-Term Rental use on the following property: Property ID 171737, which is shown on the Location Map (Exhibit A), Zoning Map (Exhibit B), Floorplan (Exhibit C), Survey (Exhibit D), and Host Rules (Exhibit E).

SPECIFIC USE PERMIT

Purpose and Intent

The purpose of this ordinance is to provide the appropriate restrictions and development controls that ensure this Specific Use Permit is compatible with the surrounding development and zoning and to also ensure that the development complies with the City's Comprehensive Plan and the Zoning Ordinance.

(13)

Specific Use Permit

FOR OPERATION OF A SPECIFIC USE PERMIT FOR A SHORT-TERM RENTAL USE IN THE SINGLE-FAMILY-2 (SF-2) DISTRICT; the following standards and conditions are hereby established as part of this ordinance:

1. The subject property shall conform to the survey approved by the City Council under case number ZDC-161-2024.
2. Development on the subject property shall adhere to the following exhibits approved by the City Council: Exhibit A - Location Map, Exhibit B – Zoning Map, Exhibit C – Floorplan, Exhibit D – Survey, Exhibit E – Host Rules.
3. The Applicant and/or STR Operator for the subject property shall be responsible for obtaining registration per the City’s applicable rules and regulations governing such permits.
4. The Applicant and/or STR Operator for the subject property shall be responsible to pay hotel occupancy taxes as required per Section 3.27.e.7 of the City of Waxahachie Zoning Ordinance.
5. The subject property shall comply with the City of Waxahachie Municipal Code and Zoning Ordinance when any zoning, land use requirement, or restriction is not addressed or disclosed in Exhibits C, D, and E.
6. The development shall maintain compliance with all Federal, State and Local regulations; including, but not necessarily limited to, all applicable standards and regulations of the City of Waxahachie Municipal Code and City of Waxahachie Zoning Ordinance.
7. City Council shall have the right to review the Specific Use Permit at any point, necessary.

Compliance

1. It shall be unlawful for the owner, manager, or any person in charge of a business or other establishment to violate the conditions imposed by the City Council when a Specific Use Permit is granted, and the violation of those conditions could result in a citation being issued by the appropriate enforcement officers of the City of Waxahachie.
2. Furthermore, by this Ordinance, if the premises covered by this Specific Use Permit is vacated and/or ceases to operate, a new Specific Use Permit shall be required to reestablish the use.
3. This Specific Use Permit shall run with the owner and therefore shall not be transferred from owner to owner.
4. The applicant shall provide insurance of a minimum of \$1,000,000 per occurrence.
5. The applicant shall add "No vehicles shall be parked on the public street" to the Host Rules.
6. The owner and/or short-term rental operator shall renew registration on an annual basis of the amount in the Fee Schedule set forth by Ordinance 3415, or as amended.
7. The short-term rental operator shall register for a Hotel Occupancy Tax account with the City's vendor.
8. The owner/short-term rental operator is subject to a maximum occupancy of six (8) guests per stay.
9. The short-term rental operator is subject to provide a maximum of three (3) off-street parking spaces.
10. The short-term rental operator must adhere to all regulations stated in Section 3.27 of the City's Zoning Ordinance.
11. The applicant shall apply for the required STR registration within thirty (30) calendar days from the City Council approval of this SUP.
12. The registration shall note the existence of this Specific Use Permit by its number and title.

An emergency is declared to exist in that needed and approved improvements will be unnecessarily delayed if this ordinance is not effective upon passage and this ordinance is to be effective upon passage.

The zoning map of the City of Waxahachie is hereby authorized and directed to be demarked in accordance therewith.

PASSED, APPROVED AND ADOPTED on this 17th day of March, 2025.

MAYOR

ATTEST:

City Secretary

(13)

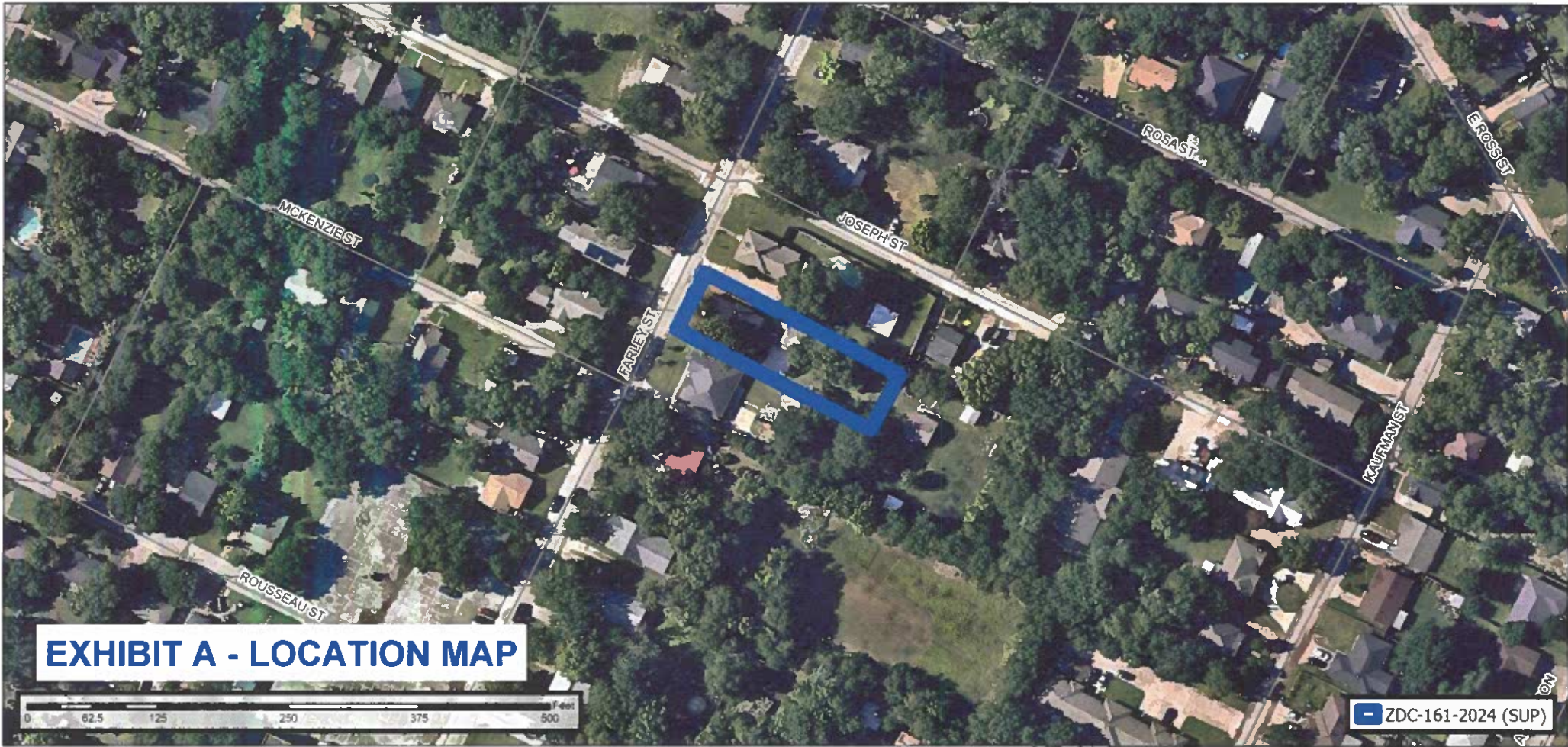


EXHIBIT A - LOCATION MAP

ZDC-161-2024 (SUP)

(13)

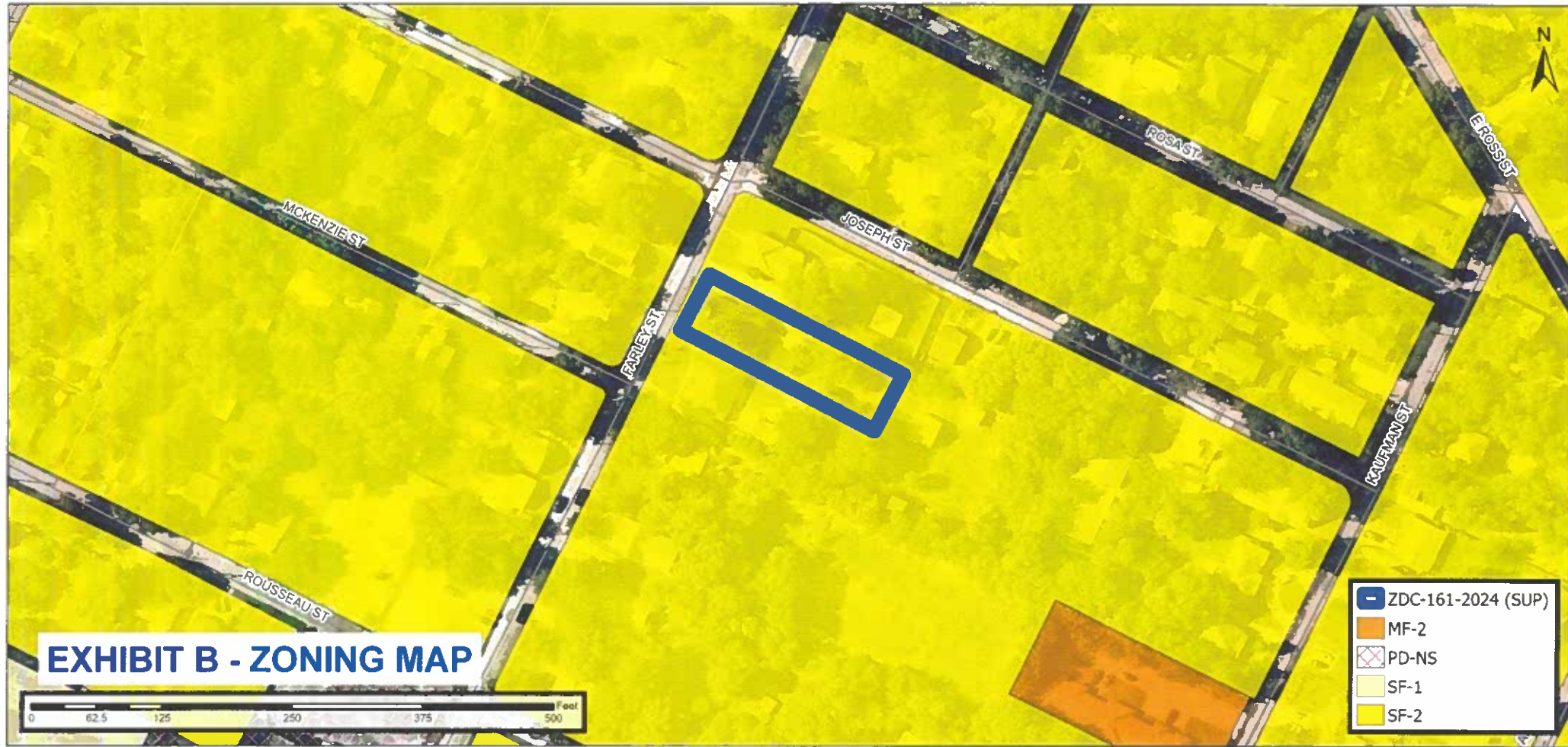
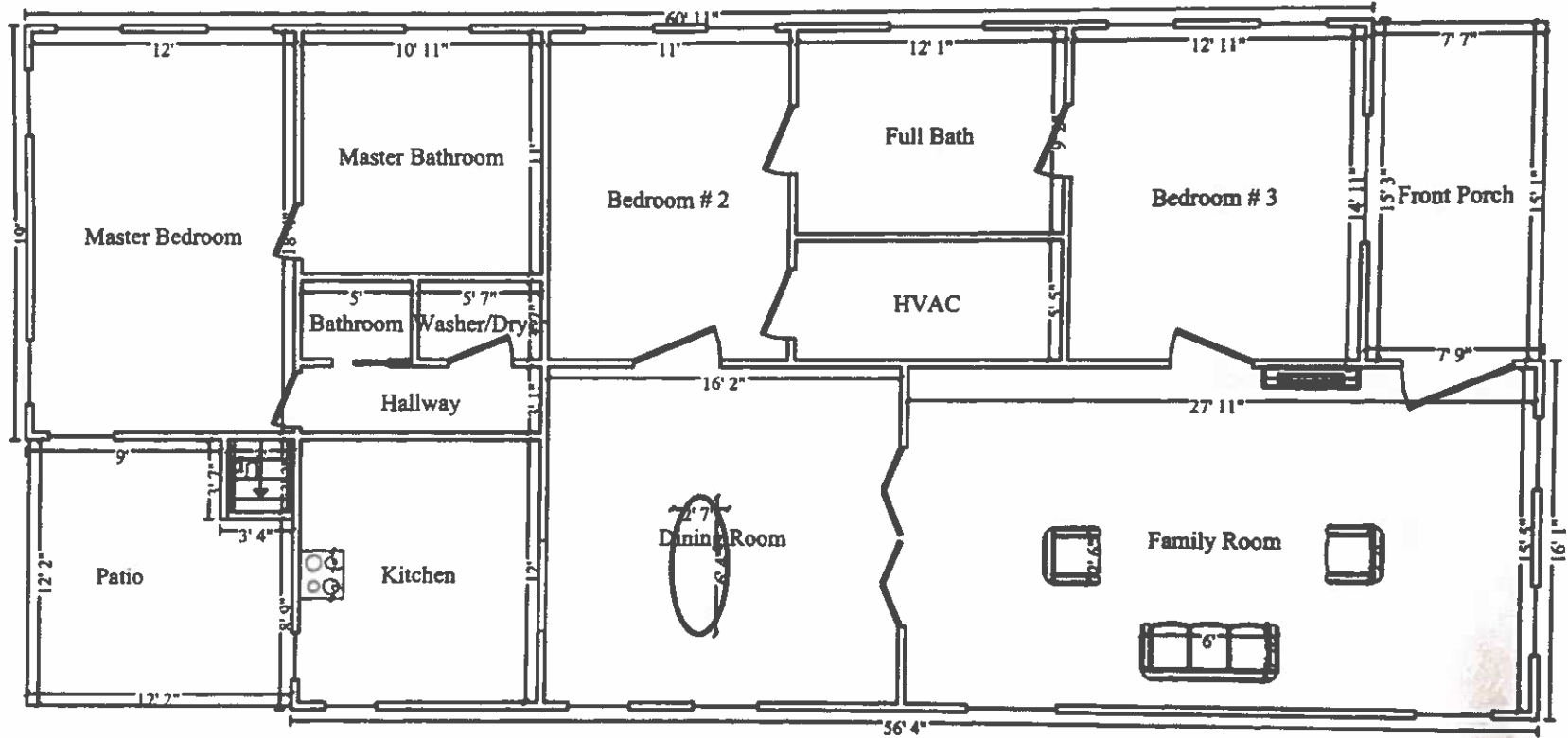


EXHIBIT C - FLOORPLAN

Main Level

(13)



Main Level

**SHORT TERM RENTAL
HOUSE RULES**

1. GENERAL REQUIREMENTS

The property has a total occupancy of 8 overnight guests.

- a) All Guests must comply with all House Rules and any other instructions from the Property Manager during their stay.
- b) Guest must notify the Property Manager of any disputes or complaints from neighbors as soon as reasonably practicable.

2. NOISE AND THE NEIGHBORHOOD

- a) Quiet hours are between 11pm and 8am. Please keep noise to a minimum as not to disturb the occupants of neighboring properties.
- b) Excessive noise is always prohibited and may result in termination of the short term rental agreement, eviction, and even loss of rent paid.

3. PARTIES

- a) Large gatherings of any kind are strictly prohibited.
- b) Any small gathering (with an 8 person maximum) must comply with other rules set regarding noise and neighborhood.

4. PARKING

Guests and any visitors are to comply with parking regulations and other requirements set out below and show consideration to neighbors and other vehicles.

Parking arrangements are as follows:

- a) Keep in mind this is a shared driveway.
- b) 3 parking spots are provided between the carport and driveway.
- c) Park under carport and alongside house to avoid blocking the shared driveway.

5. GARBAGE AND RECYCLING

Dispose of garbage and recycling in accordance with the practice set out below:

- a) Trash and Recycling containers are located by the carport.
- b) Green containers are for trash. Blue containers are used for recyclables (as labeled).
- c) All trash must fit inside the provided container. Special permission is needed from city in order to put out extra trash. Contact the property manager in this case.
- d) Trash collection is every Tuesday morning.
- e) Green trash containers should be put out on the curb every Tuesday morning by 6:45am (no earlier than 7:00pm Monday evening).
- f) Recyclables (blue containers) are collected every other Tuesday.

6. SECURITY

- a) The unit is equipped with security cameras that monitor and record both the front and back entrances. Cameras are located at the front door, side of house (monitoring driveway) and at the carport to monitor back gate entrance.
- b) Any time guests leave the rental, it is their responsibility to ensure all windows and doors are closed/locked to maintain security and prevent rain and water damage.
- c) Guests must switch off lights, fans, electronics such as television when not in

use to promote energy saving.

7. HOT TUB

- a) Keep hot tub covered when not in use.
- b) Supervise children around the hot tub area.
- c) For safety reasons, it is not permitted to use any glassware in or near the hot tub.

8. OUTDOOR / PORCH AREAS

- a) Guests must supervise children at all times when using either front or back porch areas.

9. SMOKING

- a) Smoking is not permitted in the home.

10. PETS

- a) Pets (specifically dogs) are permitted at the rental.
- b) No cats allowed at the rental.
- c) A maximum of 2 dogs are allowed per stay at an additional fee of \$225. per dog.
- d) If letting your dog out to the backyard, please pick up after your dog. We provide bags for you!

11. DAMAGES AND BREAKAGES

- a) All damages and/or breakages must be reported to the Property Manager as soon as reasonably practicable. Failure to report them will likely result in a penalty.
- b) To avoid damages, do not move furniture from one room to another.

12. CHECK IN / CHECK OUT PROCEDURES

- a) Check in is electronic.
- b) The keycode for both front and back entrances will be sent the day of check in.
- c) Keys are in the lockbox at back fence in case of emergency. If keys are used, return to lockbox at check out.
- d) Upon checkout, ensure all used towels are left in the bathrooms.
- e) Place dirty dishes in the dishwasher. Dishwasher does not need to be turned on, just loaded.
- f) Ensure doors are locked at check out.

13. EMERGENCY CONTACT DETAILS

In the event of an emergency relating to the rental property, contact Property Manager, Julissa Lopez at 347-414-2795.

14. COMPLIANCE

Breach of any of the House Rules is a breach of the Terms and Conditions of occupancy as per the Rental Agreement.

The owner and manager reserve the right to terminate permission to occupy and to evict from the rental any guest or visitor who refuse to follow these rules or who cause a nuisance to neighbors or other residents of the community.



Memorandum

To: Honorable Mayor and City Council
From: Kumar Gali, Senior Director of Utilities
Thru: Michael Scott, City Manager *MS*
Date: March 17, 2025
Re: Consider Engineering Professional Services Agreement for South Prong Dam Spillway Improvements Project

Motion: "I move to approve a professional services agreement with Freese and Nichols Inc. for the professional services related to improvements of South Prong Dam spillway in an amount not to exceed \$300,000, and authorize the City Manager to execute all necessary documents."

Item Description: Consider approval of a professional services agreement with Freese and Nichols Inc. in an amount not to exceed \$300,000, for the design services related to improvements of the South Prong Dam spillway.

Item Summary: The South Prong Dam at Lake Waxahachie is a water-supply dam that is owned and maintained by the city. The existing roller-compacted concrete emergency spillway crest was constructed in 1995. Due to the age and material, the top of the spillway structure has exhibited transverse and longitudinal cracks. Based on recent inspections, the cracks have separated several inches in some areas. Replacement of the 12-inch roller-compacted concrete with 12-inch reinforced concrete is recommended for the stability of the spillway crest. The professional services agreement includes preparation of design drawings, technical specifications, and assistance with bidding services for the improvements of South Prong Dam spillway crest.

Fiscal Impact: The South Prong Dam Spillway Improvements Project is an approved project and the \$300,000 design agreement will be funded through the 2024 Water Bond Sale.



Memorandum

To: Honorable Mayor and City Council

From: Kumar Gali, Senior Director of Utilities

Thru: Michael Scott, City Manager 

Date: March 17, 2025

Re: Consider Engineering Professional Services Agreement for Water Treatment Plants Master Plans

Motion: "I move to approve a professional services agreement in the amount of \$668,886 with Plummer Associates, Inc. for the development of Master Plans for Robert W. Sokoll Water Treatment Plant and Howard Road Water Treatment Plant, with \$600,000 to be funded from the Water Fund and \$68,886 to be funded from the water impact fees, and authorize the City Manager to execute all necessary documents."

Item Description: Consider approval of a professional services agreement with Plummer Associates, Inc. in the amount of \$668,886, to develop master plans for the Robert W. Sokoll Water Treatment (Sokoll WTP) and Howard Road Water Treatment Plants (Howard WTP).

Item Summary: The water treatment master plans are necessary to determine the following:

- Projected increases in water demands due to population growth
- Identifying and prioritizing rehabilitation of existing infrastructure
- Future treatment plant expansions and timelines
- Process changes and additional plant equipment installation to meet the current and future regulatory requirements
- Recommendation on decommissioning Central Pump Station

- Roadmap for treatment of Per- and Polyfluoroalkyl Substances (PFAS) chemicals to meet the new Texas Commission Environmental Quality compliance requirements (15)

Sokoll WTP is jointly owned by the City and the Rockett Special Utility District (Rockett). The Sokoll WTP Master Plan cost in the amount of \$273,188 will be split 50/50 between the two entities.

Fiscal Impact: The master plans for Sokoll WTP and the Howard WTP are approved projects, with \$600,000 budgeted in the Water Fund. City staff is requesting the remaining \$68,886 to be funded through the Water Impact Fees, for additional tasks on the Central Pump Station and PFAS chemicals compliance. The total contract for these master plans is \$668,886. Rockett will reimburse the City for half of the Sokoll WTP Master Plan cost.



Memorandum

To: Honorable Mayor and City Council

From: Kumar Gali, Senior Director of Utilities

Thru: Michael Scott, City Manager *MS*

Date: March 17, 2025

Re: Consider Contract for Replacement of Membrane Filter Cell Components at Sokoll Water Treatment Plant and Supplemental Appropriation

Motion: "I move to approve a contract with Filmtec Corporation dba Dupont Water Solutions in the amount of \$537,495 and a supplemental in the same amount from the Water Fund unrestricted reserve fund balance to fund the project, and authorize the City Manager to execute all necessary documents."

Item Description: Consider contract with Filmtec Corporation dba DuPont Water Solutions and a supplemental appropriation in the amount of \$537,495 for the replacement of Membrane Cell No.2 components at the Robert W. Sokoll Water Treatment Plant. The City will pay the total cost of \$537,495 up front and will be reimbursed half of the cost by Rockett Special Utility District (Rockett).

Item Summary: The Robert W. Sokoll Water Treatment Plant is a microfiltration membrane plant. Staff encountered issues with a few of the membrane modules in cell no. 2 and the modules were replaced in February of 2025. After cell no. 2 was put back online and inspected, additional modules were found to be failing due to age. These modules have exceeded their manufacturer suggested service life and are essential for the treatment of the water at the Sokoll Water Treatment Plant.

The replacement of the membrane filter cell no.2 components was a planned future expense for the FY26 budget year. However, due to the recent failure of

the modules and long lead times, city staff is recommending to proceed with the replacement of the cell no.2 components this budget year.

(16)

DuPont is the exclusive supplier for the water treatment plant's proprietary membrane components. The scope of DuPont's contract includes replacing the rack and membrane components in cell no. 2.

Robert W. Sokoll Water Treatment Plant is jointly owned by the City and the Rockett Special Utility District (Rockett). The expenditures associated with the plant operations and capital purchases are shared with Rockett. This is a capital purchase, which is split 50/50 between the two entities.

Fiscal Impact: The membrane components and replacement total cost is \$537,495, and will be funded from the unreserved Water Fund balance through a supplemental appropriation to Sokoll's FY25 operating budget. Rockett is aware of the need for this expenditure and will reimburse the City for half of this cost.



Memorandum

To: Honorable Mayor and City Council

From: Kumar Gali, Senior Director of Utilities

Thru: Michael Scott, City Manager *MS*

Date: March 17, 2025

Re: Consider Contract for Purchase of Raw Water from Tarrant Regional Water District

Motion: "I move to approve a raw water purchase contract with Tarrant Regional Water District for the Robert W. Sokoll Water Treatment Plant, and cancel the contract with Trinity River Authority, and authorize the City Manager to execute all necessary documents."

Item Description: Consider approval of a thirty-year raw water purchase contract with Tarrant Regional Water District for the Robert W. Sokoll Water Treatment Plant.

Item Summary: The City has a contract with the Trinity River Authority (TRA) to purchase raw water from the Tarrant Regional Water District (TRWD) for the Robert W. Sokoll Water Treatment Plant. TRA sends monthly invoices based on the usage and includes an administration fee for being the coordinator between the City and TRWD. The city contract with TRA started in December 1991 and will expire in December 2031.

TRA has requested the City to cancel the raw water purchase contract and contract directly with TRWD. TRA doesn't want to be involved in the administration of the raw water purchase between TRWD and the City. TRA has done this with other water providers such as the City of Ennis, Rockett SUD and others. The TRWD contract has been reviewed by City Staff, and the City Attorney. We recommend approval of the raw water purchase contract directly with TRWD and cancelling the TRA contract after the TRWD contract is executed.

Fiscal Impact: There is no fiscal impact or additional funding necessary with the approval of the raw water purchase contract with TRWD. Council has approved purchase of raw water as part of the FY2025 Sokoll operating budget.

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Memorandum

To: Honorable Mayor and City Council

From: James Gaertner, Executive Director of Public Works & Utilities

Thru: Michael Scott, City Manager

Date: March 17, 2025

Re: Consider Resolution for Eminent Domain to Acquire Sewer Easement

Motion: "I move to approve the Resolution authorizing the use of the power of eminent domain to acquire a sewer easement as referenced in Exhibit A of the Resolution; determining the public use and necessity for such acquisition; authorizing the acquisition of property rights necessary for such sewer easement; appointing an appraiser and negotiator as necessary; authorizing the Mayor to establish just compensation for the property rights to be acquired; authorizing the Mayor, or her representative, to take all steps necessary to acquire the needed property rights in compliance with all applicable laws and resolutions; and authorizing the City Attorney, or his representative, to institute condemnation proceedings to acquire the property rights if purchase negotiations are not successful."

Item Description: Consider resolution for eminent domain to acquire sewer easement from property located at 1413 Martin Luther King Jr. Blvd (referred hereafter as MLK Blvd), associated with Perry Street Water and Sewer Replacement Project.

Item Summary: The City plans to reconstruct Perry Street from Getzendaner St. to Graham St. The Perry Street Water and Sewer Replacement project, coincides with the Perry Street Reconstruction project. The houses on the south side of Perry Street have sewer service from the alley between Perry St. and MLK Blvd. However, a portion of the alley is not recorded and the City needs a sewer easement to replace the sewer line and services.

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The engineering plans are almost complete, but we need the sewer easement in order to advertise the project for the construction bid. Mr. Richard Donalson Sr. & Rosa M. Donalson, the property owners for 1413 Dr. Martin Luther King Jr., passed away over 10 years ago. Mr. & Mrs. Donalson have several known and unknown heirs. The property probate or ownership has not been finalized. In order to keep the Perry Street reconstruction project and the Perry Street Water and Sewer project moving forward in a timely manner, City staff recommend moving forward with the eminent domain process. The known and unknown heirs will be able to claim their portion of the easement compensation once process is complete and the money is available in a depository account.

Fiscal Impact: This sewer easement is part of the Perry Street Water and Sewer project and all cost associated with the acquisition will be covered by the project. The project is approved and funded through the 2022 Water Bond and Water Impact Fees.

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CITY OF WAXAHACHIE, TEXAS

RESOLUTION NO. ____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WAXAHACHIE, TEXAS, DECLARING THE NECESSITY TO ACQUIRE A SEWER EASEMENT; DETERMINING THE PUBLIC USE AND NECESSITY FOR SUCH ACQUISITION; APPOINTING AN APPRAISER AND NEGOTIATOR AS NECESSARY; AUTHORIZING THE MAYOR OF THE CITY OF WAXAHACHIE, TEXAS, TO ESTABLISH JUST COMPENSATION FOR THE PROPERTY RIGHTS TO BE ACQUIRED; AUTHORIZING THE MAYOR TO TAKE ALL STEPS NECESSARY TO ACQUIRE THE NEEDED PROPERTY RIGHTS IN COMPLIANCE WITH ALL APPLICABLE LAWS AND RESOLUTIONS; AUTHORIZING THE CITY ATTORNEY TO INSTITUTE CONDEMNATION PROCEEDINGS TO ACQUIRE THE PROPERTY IF PURCHASE NEGOTIATIONS ARE NOT SUCCESSFUL; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Waxahachie, Texas (the "City Council"), has determined that there exists a public necessity to acquire a sewer easement from property more particularly described in Exhibit A, which is attached hereto and incorporated herein; and

WHEREAS, the City Council desires to acquire the permanent sewer easement, as more particularly described in Exhibit A, which is attached hereto and incorporated herein; and

WHEREAS, the City Council desires that the Mayor, or her designee, take all necessary steps to acquire the foregoing described easement, including, but not limited to, the retention of appraisers, engineers, and other consultants and experts, and that the City Attorney, or his designee, negotiate the purchase of the easement, and if unsuccessful in doing so, to institute condemnation proceedings to acquire said easement.

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

SECTION 1

All of the above premises are hereby found to be true and correct legislative and factual findings of the City of Waxahachie, Texas, and they are hereby approved and incorporated into the body of this Resolution as if copied in their entirety.

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SECTION 2

The City Council hereby finds and determines that a public use and necessity exists for the City of Waxahachie, Texas, to acquire the easement, as more particularly described in Exhibit A, which is attached hereto and incorporated herein.

SECTION 3

The Mayor, or her designee, is authorized and directed to negotiate for and to acquire the easement as more particularly described in Exhibit A, which is attached hereto and incorporated herein, and to acquire said rights in compliance with State and Federal law. The Mayor is specifically authorized and directed to do each and every act necessary to acquire said easement, including, but not limited to, the authority to negotiate, give notices, make written offers to purchase, prepare contracts, to retain and designate a qualified appraiser of the property interests to be acquired, as well as any other experts or consultants that she deems necessary for the acquisition process and, if necessary, to institute proceedings in eminent domain.

SECTION 4

The Mayor, or any individual she may so designate, is appointed as negotiator for the acquisition of the easement, and, as such, the Mayor is authorized and directed to do each and every act and deed hereinabove specified or authorized by reference, subject to the availability of funds appropriated by the City Council for such purpose. The Mayor is specifically authorized to establish just compensation for the acquisition of said easement and if the Mayor or her designee determines that an agreement as to damages or compensation cannot be reached, then the City Attorney or his designee is hereby authorized and directed to file or cause to be filed, against the owners and interested parties of the needed property interests, proceedings in eminent domain to acquire said easement.

SECTION 5

This Resolution is effective immediately upon its passage.

DULY PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF WAXAHACHIE, TEXAS, THIS 5TH DAY OF AUGUST, 2024.

Billie Wallace, Mayor

ATTEST:

Amber Villarreal, City Secretary

(18)

APPROVED AS TO FORM AND LEGALITY:

Terrence S. Welch, City Attorney

(18)

Exhibit A

(Sewer Easement Legal Description)

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EXHIBIT "A"

"SANITARY SEWER EASEMENT"

BEING 518 square feet of land situated in the S.M. Durrett Survey, Abstract No. 272, City of Waxahachie, Ellis County, Texas, also being a portion of Lot 3, Block 19, H.I. Nowlin Subdivision, an addition to the City of Waxahachie, Ellis County, Texas, as filed in Cabinet A, Slide 202, Plat Records of Ellis County, Texas (P.R.E.C.T.), and being a portion of a tract of land described in deed to Richard Lee Donalson, SR et ux Rosa Marie Donalson, according to the deed filed in Volume 1142, Page 431, Deed Records of Ellis County, Texas (D.R.E.C.T.); and being more particularly described by metes and bounds as follows:

BEGINNING at the northeast corner of said Lot 3, also being the northwest corner of Lot 4C, Block 19, H.I. Nowlin Subdivision, an addition to the City of Waxahachie, Ellis County, Texas, as filed in Cabinet B, Slide 81, P.R.E.C.T., and also being in the south line of Lot 37A, Highland Park Addition, an addition to the City of Waxahachie, Ellis County, Texas, as filed in Cabinet J, Slide 340, P.R.E.C.T., from which the southwest corner of said Lot 37A, also being the southeast corner of Lot 36, of said Highland Park Addition, (Cab. A, Slide 202), and in the north line of said Lot 3, bears N 63°52'19" W, a distance of 38.27 feet, from which a 1/2 inch iron rod with cap stamped "4480", bears N 26°07'41" E, a distance of 0.30 feet; and from which the southeast corner of said Lot 37A, also being the southwest corner of Lot 39, of said Highland Park Addition (Cab. A, Slide 202), and in the north line of said Lot 4C, bears S 63°52'19" E, a distance of 61.92 feet, from which a 1/2 inch iron rod with cap stamped "4480", bears N 25°55'54" E, a distance of 0.75 feet;

THENCE S 26°07'41" W, along the west line of said Lot 4C, and along the east line of said Lot 3, a distance of 10.99 feet;

THENCE N 63°18'01" W, passing over and across said Lot 3, a distance of 48.24 feet to 1/2 inch iron rod set with cap stamped "TNP INC ESMT" (hereinafter all 1/2 inch iron rods set are marked the same) in the west line of said Lot 3, also being in the east line of Lot 2, of said Block 19, H.I. Nowlin Subdivision, (Cab. A, Slide 202);

THENCE N 26°07'41" E, along the west line of said Lot 3, and along the east line of said Lot 2, a distance of 10.50 feet to a 1/2 inch iron rod set at the northwest corner of said Lot 3, also being the northeast corner of said Lot 2, and being in the south line of said Lot 36;

THENCE S 63°52'19" E, along the north line of said Lot 3, and along the south line of said Lot 36, also passing along the south line of said Lot 37A, a distance of 48.24 feet to the **POINT OF BEGINNING** and containing 518 square feet or 0.012 of an acre of land.


Theron W. Sims, R.P.L.S. Nov. 7, 2024
Texas Registration No. 5887



Surveyed on the ground Nov. 6, 2024

1. Bearings of lines shown hereon refer to Grid North of the Texas Coordinate System of 1983 (North Central Zone; NAD83(2011) 2010.00) as derived locally from Allterra Central's Continuously Operating Reference Stations (CORS) via Real Time Kinematic (RTK) methods. An average Combination Factor of 1.000072449 was used to scale grid coordinates and distances to surface.

2. Integral parts of this survey:
- a. Legal Description
 - b. Sketch

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NOTES:

1) Bearings of lines shown hereon refer to Grid North of the Texas Coordinate System of 1983 (North Central Zone, NAD83(2011) 2010.00) as derived locally from Altira Central's Continuously Operating Reference Stations (CORS) via Real Time Kinematic (RTK) methods. An average Combination Factor of 1.000072449 was used to scale grid coordinates and distances to surface.

2) All easement corners shown hereon as (e) are marked with 1/2 inch iron rods set with cap stamped "TNP INC ESMT".

3) Integral parts of this survey:

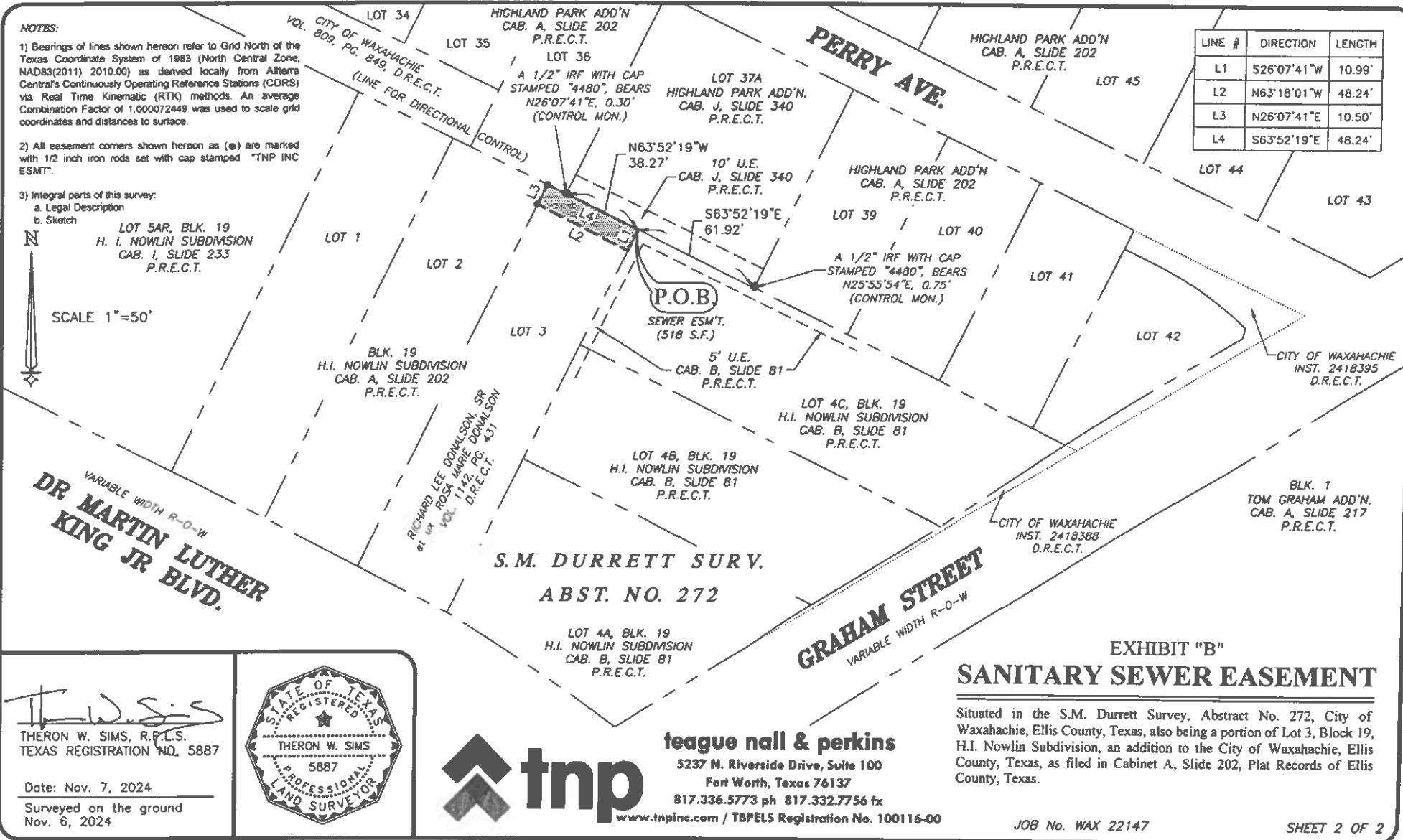
- a. Legal Description
- b. Sketch

LOT 5AR, BLK. 19
H. I. NOWLIN SUBDIVISION
CAB. I, SLIDE 233
P.R.E.C.T.



SCALE 1"=50'

LINE #	DIRECTION	LENGTH
L1	S26°07'41"W	10.99'
L2	N63°18'01"W	48.24'
L3	N26°07'41"E	10.50'
L4	S63°52'19"E	48.24'



VARIABLE WIDTH R-O-W
**DR MARTIN LUTHER
KING JR BLVD.**

**S.M. DURRETT SURV.
ABST. NO. 272**

GRAHAM STREET
VARIABLE WIDTH R-O-W

**EXHIBIT "B"
SANITARY SEWER EASEMENT**

Situated in the S.M. Durrett Survey, Abstract No. 272, City of Waxahachie, Ellis County, Texas, also being a portion of Lot 3, Block 19, H.I. Nowlin Subdivision, an addition to the City of Waxahachie, Ellis County, Texas, as filed in Cabinet A, Slide 202, Plat Records of Ellis County, Texas.

Theron W. Sims
THERON W. SIMS, R.P.L.S.
TEXAS REGISTRATION NO. 5887



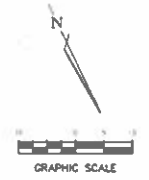
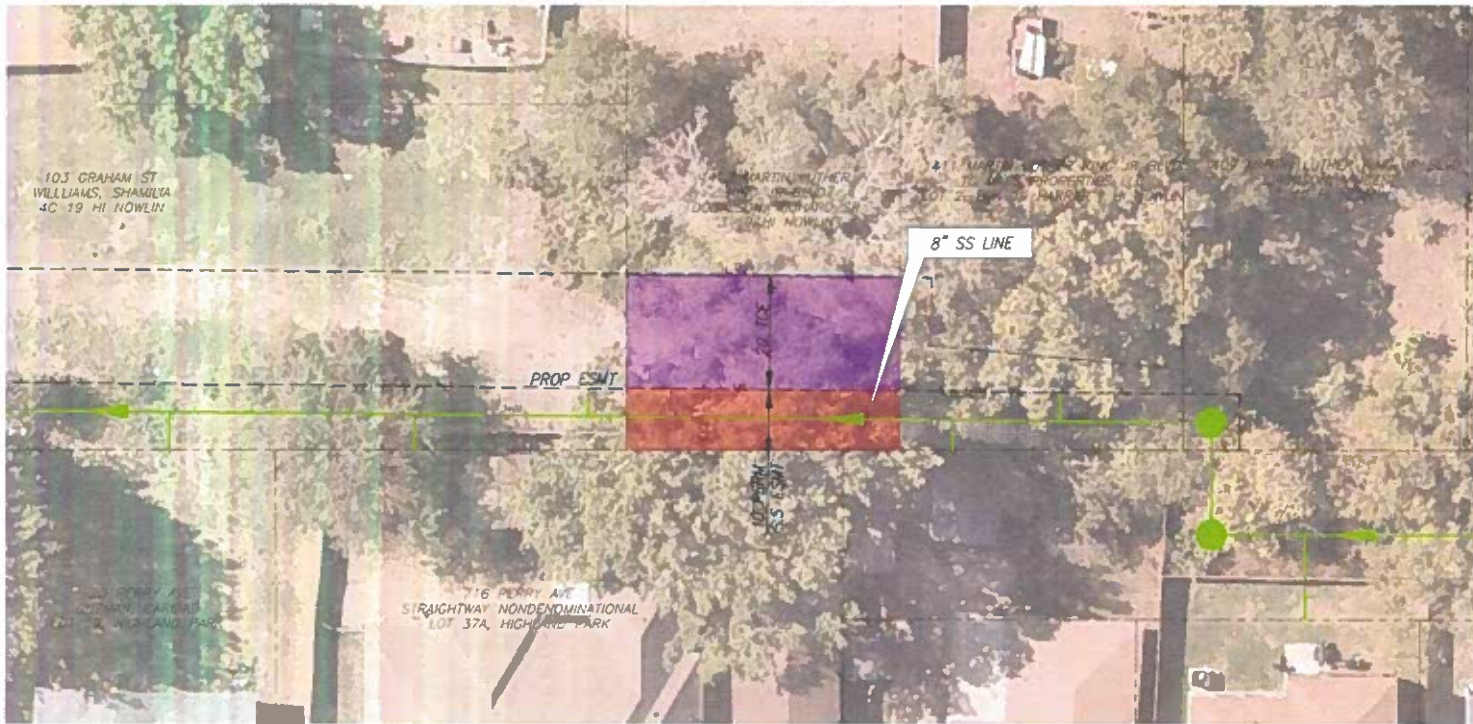
teague nall & perkins
5237 N. Riverside Drive, Suite 100
Fort Worth, Texas 76137
817.336.5773 ph 817.332.7756 fx
www.tnpsc.com / TBPELS Registration No. 100116-00

Date: Nov. 7, 2024
Surveyed on the ground
Nov. 6, 2024

T:\Projects\WAX22147\Sur-C3D\cad\survey\Easements\518 SF, Sewer Esm't, Lot 3, Blk 19, H. I. Nowlin Subdivision - WAX 22147.dwg

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Exhibit "C"



LEGEND	
	PROP APPLICANT ESMT
	CONTRACTOR CONSTRUCTION ESMT



**Sanitary Sewer Permanent &
Temporary Construction
Easement Exhibit (Parcel 76)**



Memorandum

To: Honorable Mayor and City Council
From: Kyle Cooper, Senior Director of Parks and Recreation
Thru: Michael Scott, City Manager *MS*
Date: March 17, 2025
Re: Consider Contract for M&M Playground Replacement Project

Motion: "I move to authorize a contract with Kraftsman Commercial Playgrounds and Waterparks for the M&M Playground Replacement Project in the amount of \$445,864.81 and authorize the City Manager to execute all necessary documents."

Item Description: Consider a contract with Kraftsman Commercial Playgrounds and Waterparks in the amount of \$445,864.81 for the M&M Playground Replacement Project.

Item Summary: The M&M Playground Replacement Project involves a full renovation of the existing play structure and maze located at the southeastern side of Getzendaner Park. Originally built to honor two children in our community, M&M Playground holds a special place in the hearts of residents. While the family responsible for its creation has since moved from Waxahachie, this renovation is designed to preserve the original layout and intent, ensuring it remains an inclusive and welcoming space for children of all abilities.

The project will retain the existing footprint of the playground and maze while incorporating modern upgrades, including pour-in-place fall surfacing for enhanced safety. The iconic M&M entryway will also be preserved as part of the redesign. With the addition of inclusive play features, the revitalized M&M Playground will continue to be a cherished destination, offering a safe and engaging environment for the entire community.

Fiscal Impact: The proposed \$445,864.81 contract award to Kraftsman Commercial Playgrounds and Waterparks is within the current General Fund Budget and programmed in the approved FY24-25 enhancement projects for Parks and Recreation.



Memorandum

To: Honorable Mayor and City Council

From: Kyle Cooper, Senior Director of Parks and Recreation

Thru: Michael Scott, City Manager *MS*

Date: March 17, 2025

Re: Consider Professional Service Agreement and Approval of Supplemental Appropriations for Lions Park Project Design and Engineering

Recommended Motion: "I move to approve the professional service agreement for the Lions Park Project Design and Engineering with Kimley – Horn in an amount not to exceed \$850,000 and authorize a \$250,000 supplemental appropriation from the WCDC unrestricted reserve fund balance and a \$250,000 supplemental appropriation from the General Fund unrestricted reserve fund balance, and authorize the City Manager to execute all necessary documents."

Item Description: Consider approving a professional service agreement with Kimley – Horn in an amount not to exceed \$850,000 for the design and engineering of the Lions Park redevelopment project. Additionally, consider authorization of a \$250,000 supplemental appropriation from the WCDC unrestricted reserve fund balance and a \$250,000 supplemental appropriation from the General Fund reserve fund balance to fund the costs associated with the services provided per the agreement.

Item Summary: At the City Council work session held on February 4, 2025, the Parks and Recreation Department presented an updated Master Plan for Lions Park. The plan includes flexible-use field space with lighting, courts, enhanced restroom facilities, a playground, and additional parking. It also accounts for the future expansion of the wastewater treatment plant and the acquisition of the adjacent land to be programmed as part of the park project. The Council reached a general consensus to move forward and engage a firm for the design and engineering services related to the improvements.

The proposed service agreement fee is \$850,000 and the scope of services includes project management, surveying, geotechnical investigation, subsurface utility engineering, environmental due diligence, construction document development,

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accessibility review, bidding phases services, and construction contract administration. The consultant will provide 60%, 90%, and 95% construction documents with supporting cost estimates at each phase.

Fiscal Impact: Council approved \$500,000 (\$250,000 from each the WCDC Fund and General Fund) in the FY24-25 budget for expenditures associated with the Lions Park project. However, the total cost of the professional services to design and engineer the park project is greater than the budgeted amount, and a \$250,000 supplemental appropriation from the WCDC unrestricted reserve fund balance (as approved by the WCDC Board at their January 14th Board meeting) and a \$250,000 supplemental appropriation from the General Fund reserve fund balance is required to fund the services outlined in the agreement. The WCDC unrestricted reserve fund balance and General Fund reserve fund balance both have sufficient capacity to fund the expenditures associated with the service agreement. The expenditures will be tracked in the professional service accounts within the respective funds.