

AGENDA

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, April 7, 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 17, 2025
 - b. Event application for Meat Church Block Party to be held April 26, 2025 in Downtown Waxahachie
 - c. Event application for Wheels of Fire Bike Ride to be held June 28, 2025
 - d. Event application for Wreaths across America to be held December 13, 2025 at the Waxahachie City Cemetery
 - e. Accept Waxahachie Community Development Corporation Financial Report for year ended September 30, 2024
 - f. Appointment to fill unexpired terms on the Planning & Zoning Commission and Waxahachie Community Development Corporation
 - g. Supplemental appropriation for emergency roof repairs at Mid-Way Regional Airport
6. **Introduce** Honorary Council Member
 7. **Recognize** Mayor Billie Wallace as a 2024 Texas Municipal League Certified Municipal Official (CMO)

8. *Consider* proposed Resolution of the City of Waxahachie, Texas, consenting to the Assignment of Agreements related to the development of Myrtle Creek Municipal Management District No. 1 of Ellis County; with related provisions
9. *Consider* proposed Ordinance amending Hangar Lease Rates at Mid-Way Regional Airport
10. *Consider* approval of change order requests for City Hall Remodel and Construction Project
11. Hear presentation on an update of the City Nature Trail project
12. Comments by Mayor, City Council, City Attorney and City Manager
13. 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 17, 2025 at 7:00 p.m.

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

Council Member Absent: Tres Atkins, Council Member Place 1

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

Chip Sebring, Southlake Baptist Church, gave the invocation. Mayor Wallace led the Pledge of Allegiance and the Texas Pledge of Allegiance.

{Council Member Travis Smith arrived}

4. Public Comments

Jeff Jones, 142 Old Settlers Trail, Waxahachie, Texas, a resident of Settler's Glen neighborhood, expressed concerns about traffic safety on Old Settlers Trail, particularly regarding speeding cars and unsafe conditions for children. He described several incidents, including cars ignoring bus stop signals and children having to walk into the street due to blocked sidewalks, putting them at risk. Jeff, whose grandchildren face additional challenges like limited vision and autism, urged the City Council to prioritize pedestrian safety by installing speed bumps, "Children at Play" signs, and speed monitoring devices, and increasing police patrols during peak hours. He emphasized the need for safer streets as outlined in the 2023 Comprehensive Master Plan.

Nicole Vonderheide, 6221 Siena Circle, Midlothian, Texas, member of the Pet Coalition of Ellis County, stressed the importance of a quality animal shelter for the community, noting it not only helps abandoned or abused animals but also ensures safer streets, reduces disease, and prevents overpopulation. She highlighted that a strong animal shelter reflects a city's commitment to kindness, responsibility, and the wellbeing of both people and animals.

Carolyn Baker, 1005 Dunkerley Road, Ennis, Texas, Executive Director of Flying B Animal Rescue and Sanctuary, requested financial support for spaying and neutering animals in Waxahachie. She highlighted the importance of her work in preventing the animal population crisis, emphasizing that seven animals from Waxahachie will be spayed and neutered, potentially

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preventing 595 unwanted animals in two years. Carolyn asked for reimbursement for the \$700 cost of these procedures, noting that while she is not seeking permanent funding, she believes in the importance of supporting those currently working to help the community until a city-run shelter is established.

Shannon Smock, 2023 Willow Bend Drive, Oak Leaf, Texas, Shannon Smock, a board member of the Pet Coalition of Ellis County, shared the Coalition's mission to provide affordable veterinary services, including spaying/neutering, vaccinations, and microchipping, to reduce pet overpopulation and disease. She highlighted upcoming events, such as a March 31st spay/neuter clinic in Ennis, a free microchipping event on April 26th, and a vaccine and microchipping clinic on May 31st in Waxahachie. The Coalition aims to assist pet owners in need, especially those who cannot afford regular veterinary care, through fundraising and community support.

Johnna Wallace, 3305 Sanger Creek Way, Waxahachie, Texas, highlighted the pet food pantry initiative aimed at assisting elderly and low-income residents in Ellis County who struggle to afford pet food. The program has successfully distributed 5,000 pounds of food to shelters and individuals, with plans to host monthly drive-through events for easier access. He thanked the community for their support and emphasized the importance of helping homeless animals in the area.

5. Consent Agenda

- 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

ORDINANCE NO. 3605

AN ORDINANCE AUTHORIZING THE RELEASE FROM THE CITY OF WAXAHACHIE'S EXTRATERRITORIAL JURISDICTION OF A 5.3 ACRE TRACT OF

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LAND, LOCATED AT 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.

ORDINANCE NO. 3606

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.

ORDINANCE NO. 3607

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.

Waxahachie Housing Authority (2-year term)

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

Mayor Wallace noted Item d. has been withdrawn at the request of the applicant.

Mayor Pro Tem Chris Wright requested to remove Item i. for further discussion. Council Member Travis Smith requested to remove Items f., h., and j. for further discussion.

Action:

Chris Wright moved to approve all items on the Consent Agenda, withdrawing Items h., i., f., and j. for further discussion. Motion was seconded by Travis Smith and carried unanimously (4-0).

Mayor Pro Tem Wright expressed concerns with appointing unregistered voters to a board and inquired why this vacancy wasn't advertised to accept applications. City Manager Michael Scott explained the law specifies that a member of the board must be a resident of the housing authority. The Waxahachie Housing Authority Director submitted her recommendation to fill the vacancy for the resident board member. Council Member Patrick Souter expressed his support for the recommendation and agreed with Mayor Pro Tem Wright in regards to appointing members that are registered voters.

Mayor Wallace asked if board applicants can be screened to ensure they are registered voters and City Secretary Amber Villarreal agreed.

Action:

Chris Wright moved to approve Item i. on the Consent Agenda. Motion was seconded by Patrick Souter and carried unanimously (4-0).

Council Member Travis Smith asked if Council can deny an ETJ withdrawal request. City Attorney Terry Welch explained, currently, there is legislation being discussed in the legislature regarding the ETJ, and we will wait to see what is decided. However, this process is automatic either by City Council approval or it will be deemed approved after 45 days.

Council Member Smith asked if the additional loading zones downtown need to be added to the current list. Mr. Scott explained they do not because they are designated public loading/delivery areas that were approved by City Council and do not pay an annual fee.

Action:

Travis Smith moved to approve Items h., f., and j. on the Consent Agenda. Motion was seconded by Patrick Souter and carried unanimously (4-0).

6. Introduce Honorary Council Member

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.

7. Consider City of Waxahachie Annual Financial Report for year ended September 30, 2024

Chad Tustison, Finance Director, introduced Assistant Finance Director Mariana Dunn as the newest member of the finance team. He highlighted her excellent work, particularly in leading the department through the annual audit process since joining almost six months ago.

Ms. Dunn introduced the item for the Annual Financial Report and Single Audit Report for Fiscal Year 2024. She expressed gratitude to several members of the finance department for their hard work in ensuring a smooth audit process, including Ryan Boyd, Kristian Avila, Marielana Salazar, James Gann, Gina Favaro, and Leila Cole. She also thanked Finance Director Chad Tustison for his leadership and support. Finally, Ms. Dunn introduced Paula Lowe, a partner with Patillo Brown and Hill, to discuss the financial details.

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Ms. Lowe presented the results of the annual audit for fiscal year 2024, highlighting the achievement of an unmodified (clean) opinion, which is the highest rating possible. The audit also included a "single audit" due to the City's receipt of federal ARPA funds, with no material non-compliance found. Ms. Lowe provided key financial highlights, noting that the total fund balance for the City was approximately \$57 million, with an unassigned fund balance of about \$34 million. Additional financial details were shared regarding enterprise funds, such as the water, wastewater, and refuse funds, all showing positive net positions. Overall, the City's financial position is strong and in good shape.

Action:

Patrick Souter moved to accept the Annual Comprehensive Financial Report and the Single Audit Report for the period ending September 30, 2024. Motion was seconded by Chris Wright and carried unanimously (4-0).

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)

Trenton Robertson, Senior Director of Planning, presented the Item and applicant Dr. Rajiv Rugwani requested approval. 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 monument sign that is 10' in height and 8' in width. The applicant proposes that the monument sign will follow the code requirements of Waxahachie Lighting and Glare standards. The proposed sign will meet the requirements for Electronic Message Signs, as established by Section 5.08 of the Waxahachie Zoning Ordinance. Mr. Robertson noted the monument sign permit has been approved and the SUP request is to add an electronic message sign.

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 or opposition for the SUP request.

Mayor Wallace opened the Public Hearing at approximately 7:47 p.m.

Council Members inquired about the lighting and advertising. Dr. Rugwani confirmed it will be an LED sign without flashing and noted only the on-site businesses will be advertised, as well as public announcements in relation to the businesses.

There being no others to speak for or against ZDC-13-2025, Mayor Wallace closed the Public Hearing at approximately 7:51 p.m.

9. Consider proposed Ordinance approving ZDC-13-2025

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ORDINANCE NO. 3608

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.

Action:

Chris Wright moved to approve ZDC-13-2025, a Specific Use Permit (SUP) for an Electronic Message Sign use, subject to the conditions of the staff report, authorizing the Mayor and/or City Manager to execute all necessary documents. Motion was seconded by Patrick Souter and carried unanimously (4-0).

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)

Mr. Robertson presented the Item. 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.

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.

Mayor Wallace opened the Public Hearing at approximately 7:52 p.m.

There being no others to speak for or against ZDC-223-2024, Mayor Wallace closed the Public Hearing at approximately 7:53 p.m.

11. Consider proposed Ordinance approving ZDC-223-2024

ORDINANCE NO. 3609

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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.

Action:

Chris Wright moved to approve ZDC-223-2024, a 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. Motion was seconded by Patrick Souter and carried unanimously (4-0).

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)

Mr. Robertson presented the Item and applicant Julissa Lopez requested approval. The applicant requested 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, one (1) bathroom, one-half bathroom and enough improved surface to accommodate for the maximum parking spaces of two (2) 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, which is located approximately eleven (11) miles from the subject property.

To comply with State law contained in Local Government Code Chapter 211 and the City's public hearing notice requirements, 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.

Mayor Wallace opened the Public Hearing at approximately 7:55 p.m.

There being no others to speak for or against ZDC-161-2024, Mayor Wallace closed the Public Hearing at approximately 7:55 p.m.

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Mayor Pro Tem Wright inquired about background checks due to the close proximity to the group home. Ms. Lopez explained background checks are done on renters through a third-party. Mayor Wallace confirmed the owner is aware of the rules and regulations for short-term rentals and Ms. Lopez agreed.

Council Member Souter inquired about the shared parking and Ms. Lopez confirmed there is designated parking for guests that won't interfere with the neighbor's shared driveway.

13. Consider proposed Ordinance approving ZDC-161-2024

ORDINANCE NO. 3610

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.

Action:

Chris Wright moved to recommend approval 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, and adding "no on-street parking" to the house rules. Motion was seconded by Patrick Souter and carried unanimously (4-0).

14. Consider Engineering Professional Services Agreement for South Prong Dam Spillway Repairs Project

Kumar Gali, Senior Director of Utilities, presented the Item. 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.

Action:

Patrick Souter moved to approve a professional services agreement with Freese and Nichols Inc. for 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. Motion was seconded by Travis Smith and carried unanimously (4-0).

15. Consider Engineering Professional Services Agreement for Water Treatment Plants Master Plans

Mr. Gali presented the Item. 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

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. 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.

Action:

Chris Wright moved 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. Motion was seconded by Patrick Souter and carried unanimously (4-0).

16. Consider approval of supplemental appropriation to Sokoll Fund and contract for replacement of membrane filter cell No.2 components

Mr. Gali presented the Item. 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.

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.

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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.

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.

Action:

Chris Wright moved to approve a contract with Filmtec Corporation dba Dupont Water Solutions in the amount of \$537,495 and a supplemental appropriation 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. Motion was seconded by Patrick Souter and carried unanimously (4-0).

17. Consider contract for purchase of Raw Water from Tarrant Regional Water District

Mr. Gali presented the Item. 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. 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.

Action:

Chris Wright moved to approve a raw water purchase contract with Tarrant Regional Water District for the Robert W. Sokoll Water Treatment Plant, cancel the contract with Trinity River Authority, and authorize the City Manager to execute all necessary documents. Motion was seconded by Patrick Souter and carried unanimously (4-0).

18. Consider proposed Resolution for eminent domain to acquire sewer easement

James Gaertner, Executive Director of Public Works & Utilities, presented the Item. 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 recommends 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.

This sewer easement is part of the Perry Street Water and Sewer project and all costs 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.

RESOLUTION NO. 1376

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.

Action:

Patrick Souter moved 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. Motion was seconded by Travis Smith and carried unanimously (4-0) with the votes as follows:

*Billie Wallace – Aye
Chris Wright – Aye
Patrick Souter – Aye
Travis Smith – Aye
Tres Atkins – Absent*

19. Consider contract for M&M Playground replacement project

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Kyle Cooper, Senior Director of Parks & Recreation, presented the Item. 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.

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.

Action:

Chris Wright moved to approve 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. Motion was seconded by Patrick Souter and carried unanimously (4-0).

20. Consider Professional Service Agreement with Kimley Horn and approval of supplemental appropriations for Lions Park Project Design and Engineering

Mr. Cooper presented the Item. 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 \$965,000 and the scope of services includes project management, surveying, geotechnical investigation, subsurface utility engineering, environmental due diligence, construction document development, 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.

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

(5a)

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.

Council Members discussed the need to approve the contract for the design and engineering of Lions Park, including the proposed project amenities and related parking and street improvements. Council Member Souter requested clarification on the "not to exceed" amount, and staff confirmed that the \$850,000 estimate was provided by the engineers, along with a detailed cost breakdown.

Council Member Smith expressed opposition to spending \$850,000 on the design and engineering for Lions Park for the park's future expansion. He noted the funds could be better used for improving existing green spaces for practice fields, which are already in use and don't need a complicated redesign. Mr. Smith noted the money would be better spent on actual improvements to the fields and green spaces instead of another costly plan.

Mr. Cooper explained the plan includes various facilities, such as parking, bathrooms, pickleball courts, and lighting. This step in the process would provide construction and bid documents to determine the exact cost of the project.

Mayor Pro Tem Wright emphasized that the contract involves analyzing the topography and engineering where to place dirt and other elements. He acknowledged that while there will be work to level the ground, the plan also includes installing LED light poles throughout the area. He stated that if the issue continues to be delayed, it will never be completed.

Mayor Wallace acknowledged that the topic has been discussed for a long time, but, as Mayor Pro Tem Wright pointed out, progress has not been made.

Action:

Chris Wright moved 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. Motion was seconded by Patrick Souter and carried 3-1 with Travis Smith voting in opposition.

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

Mayor, City Council, and City Management praised the efforts of staff during the recent storms and recognized the Finance Department for their dedicated work on the audit.

Council Member Patrick Souter urged citizens to thoroughly research and vet contractors before selecting one to assist with storm repairs.

Mayor Pro Tem Chris Wright reminded citizens that door-to-door solicitors require a permit from the Police Department. He expressed gratitude to the Fire Department team at Station Three, Shift A for allowing him to ride along on a 12-hour shift, gaining insight into their daily work. Mayor Pro Tem Wright mentioned two young men from Waxahachie, Jalen Lake and CJ Noland, who

(5a)

City Council
March 17, 2025
Page 14

are playing in the NCAA March Madness basketball tournament, with both having notable roles on their respective teams.

City Manager Michael Scott asked everyone to keep Dianna and David Bailey in their prayers after the loss of their son in a recent storm.

Council Member Travis thanked Convention and Visitors Bureau Director Laurie Mosley, the Downtown team, and local merchants for a successful St. Patrick's Day Beer Stroll event.

Deputy City Manager Albert Lawrence and Mayor Billie Wallace echoed all comments.

22. Adjourn

There being no further business, the meeting adjourned at 8:51 p.m.

Respectfully submitted,

Amber Villarreal, City Secretary

(5b)



City of Waxahachie
City Secretary's Office

Special Event Application

Date submitted

3-3-25

Applicant Information

Applicant name:

Christian Brewer MEAT CHURCH BBQ

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:

114 W. MAIN ST WAXAHACHIE TX 75165

Host organization name:

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

On-site contact name:

Cell:

About the Event

Event name:

MEAT CHURCH BBQ PARTY

Date:

4-26-25

Location:

114 W MAIN ST

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

Anticipated attendance:

Description of event:

	Date(s)	Start Time:	End Time:
Event Date	4-26	10 AM	5 PM
Event Set-up	4-26	7 AM	3:30 PM 9 AM
Event Breakdown	4-26	5 PM	6 PM

How many times has this event been hosted before?

1st time

2 - 4 times

5 or more times

Location:

(5b)



City of Waxahachie
City Secretary's Office

Special Event Application

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 _____ Other distance

Please indicate your expected attendance: _____

Number of participants:

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

Provide route on attached site map.

(9b)



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

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: 3 Date(s) & time(s): 4-26 10-5

Volunteers How many: _____ Date(s) & time(s): _____

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

Company name: _____

Contact name and number: WALLY MENDOZA

Off duty police How many: 1 Date(s) & time(s): 4-26 10-5

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: PUN CLAYTON 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: 11 Proctor St.

Street closings to begin on date: April 26th Start time: 8am End time: 6pm

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: 1 Barricades How many: 5



(56)

Other: 3 Porta Potty 1 Handicap 2 regular

Where should equipment be dropped off & picked up? N. Rogers St

When will the equipment be set-up? Date: April 26th Time: 9 am

When will the equipment be removed? Date: April 26th Time: 6 pm

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.

Choukman Brewer
Signature

3/12/2025
Date

Contract Agreement

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

Choukman Brewer
Signature



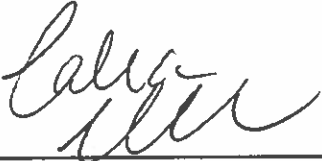
3/12/2025
Date

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

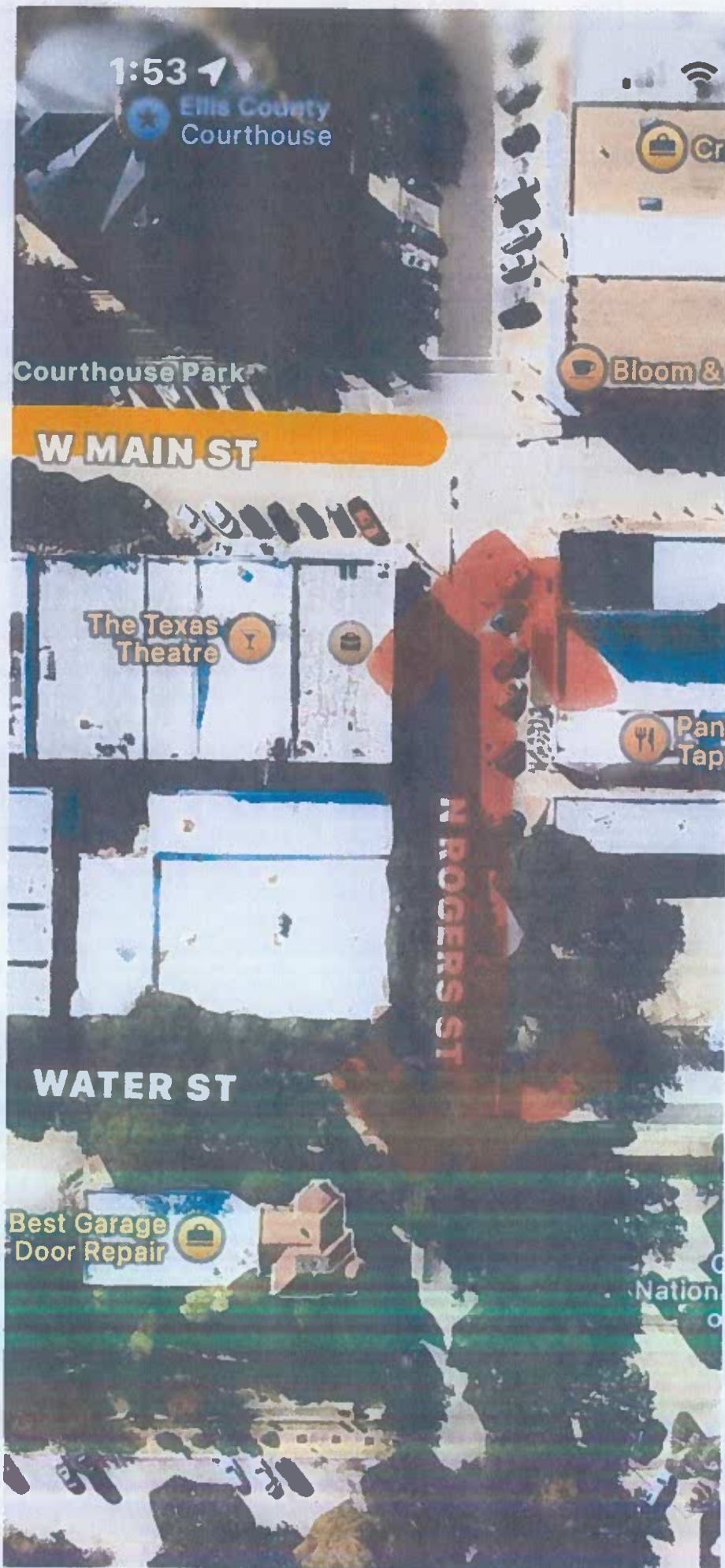
(5b)

April 26th 2025 Meat Church Block Party

*I am signing this form in support of the Meat Church block party and acknowledgement that N. Rogers St will be closed on April 26th, 2025.

Printed Name	Address	Signature
BRYAN PANZA	107 N. ROGERS	
Anjie Walls	109. N ROGERS	
Talia McMullen	11A N. Rogers	

(5b)





Date submitted 1/29/20

Applicant Information

Applicant name: Michelle Cozine

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: 119 W University Waxahachie, TX 75165

Host organization name: Wheels Of Fire

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

On-site contact name: Kevin Cozine Cell: _____

About the Event

Event name: Wheels of Fire Bike Ride

Location: 405 Madison Street Waxahachie, TX 75165

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

Anticipated attendance: 350

Description of event: A fundraiser bike ride benefitting the Jon Wilson Scholarship Fund

and Campfire Creek therapeutic horseback riding for special needs children and adults.

How many times has this event been hosted before?

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

Choose the best description of the event:

- Festival
- Birthday Party / Picnic
- Movie Screening
- Charitable / Fundraising
- Parade
- Community / Neighborhood
- Private Event
- Concert / Live Performance
- Run / Walk
- Other: _____



(5c)

Event activities include (check all that apply):

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

The event is:

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

Admission information, if applicable:

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

Event timeline:

	Date(s)	Start Time:	End Time:
Event Date	06/28/2025	6:00am	1:30pm
Event Set-up	06/28/2025	5:30am	7:30am
Event Breakdown	06/28/2025	1:30pm	2:00pm

Run / Walk:

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

_____ 1 mile _____ 5K _____ 7:30am _____ Other distance

Please indicate your expected attendance: 300-400

Number of participants:

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

Provide route on attached site map.

(5c)



City of Waxahachie
City Secretary's Office

Special Event Application

When will the traffic equipment be set-up?

Date: 6/28/25

Time: 7:00am

When will the traffic equipment be removed?

Date: 6/28/25

Time: 1:30pm

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:

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.

Michelle Cozine
Signature

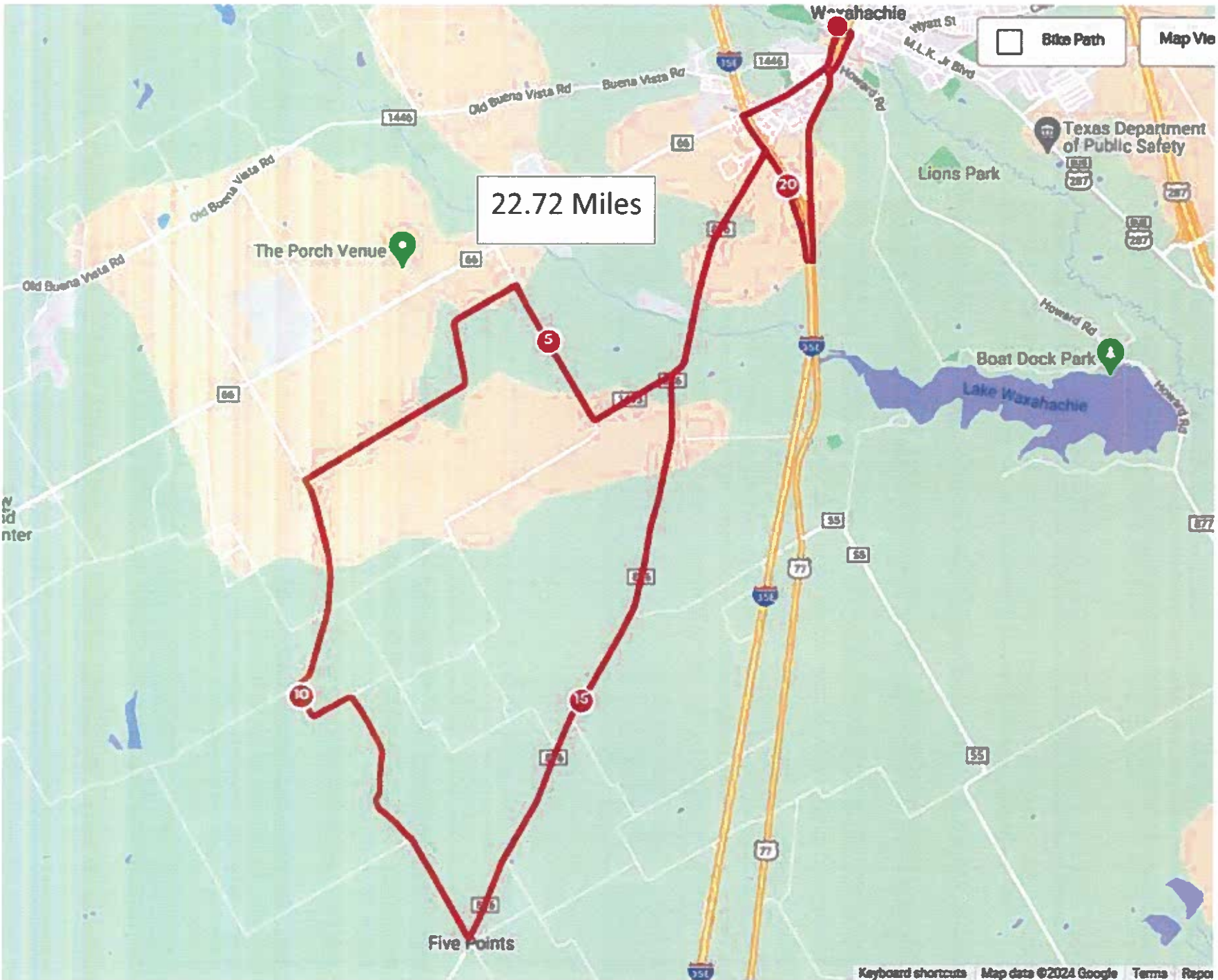
1/29/2025
Date

Contract Agreement

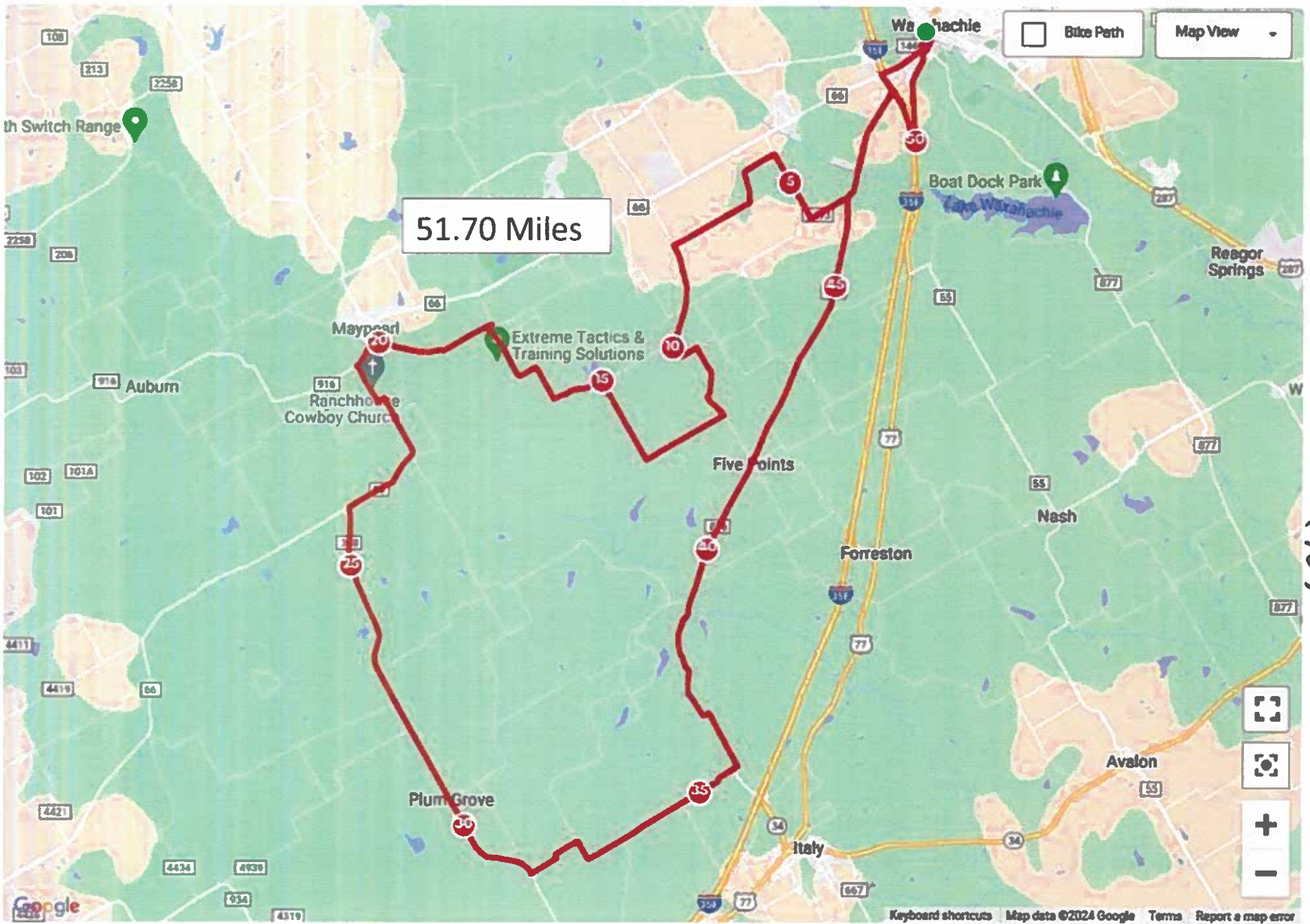
Applicant / organization has thoroughly read, understands, and agrees to all conditions listed on this application.

Michelle Cozine
Signature

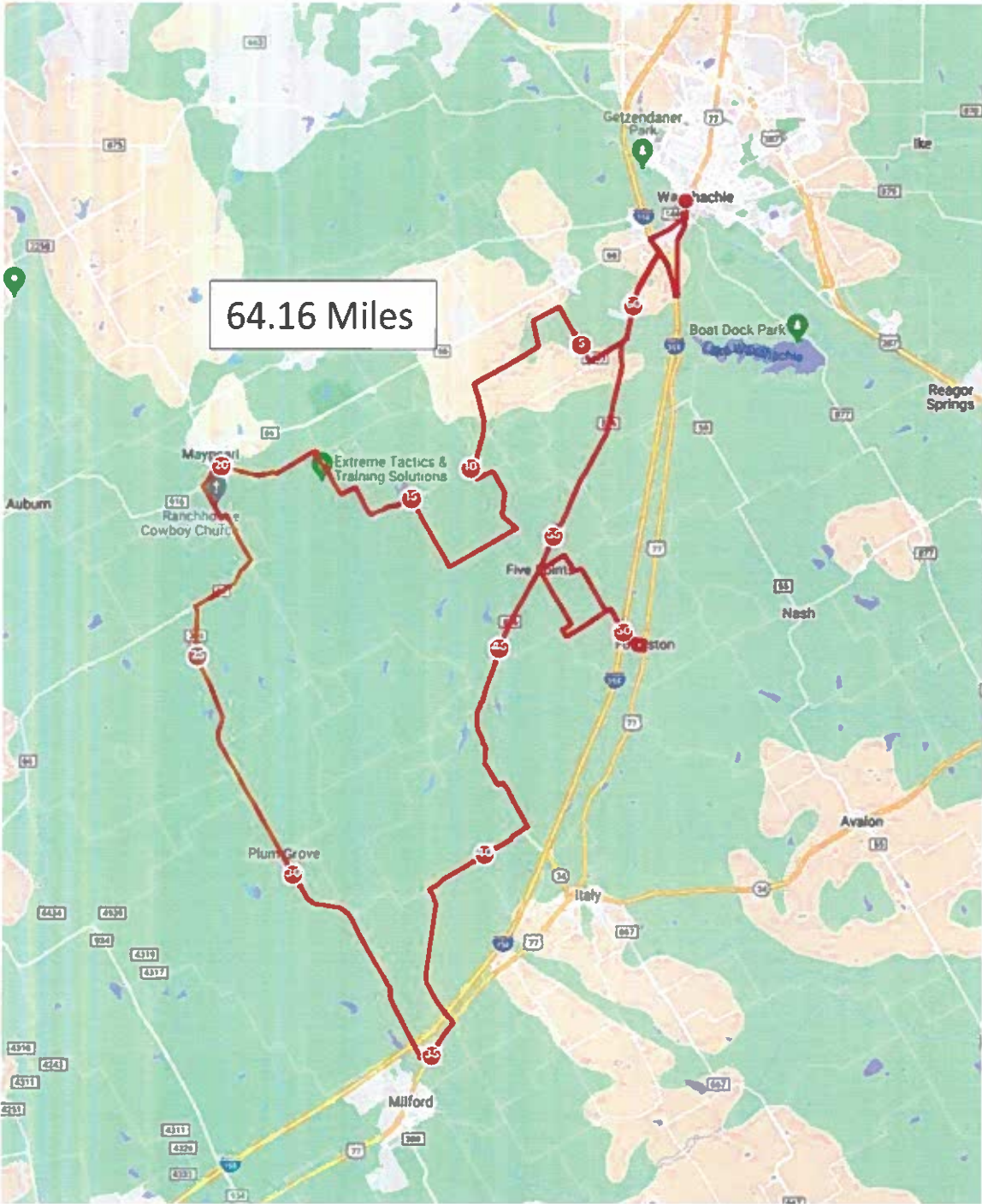
1/29/2025
Date



(5c)



(5c)



(5c)



Date submitted

Applicant Information

Applicant name: _____

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:

607 W. Marvin Ave. Waxahachie, TX 75165

Host organization name:

Ellis Co. Chapter Sons of the American Revolution

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

On-site contact name: _____

Cell: _____

About the Event

Event name:

Wreaths across America

Location:

Waxahachie City Cemetery

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

Anticipated attendance:

max 100

Description of event:

On Dec 13, 2025 at 1:00pm we will lay Wreaths at the graves

of over 500 Veterans. This takes place all across the county at the same time.

How many times has this event been hosted before?

1st time

2 - 4 times

5 or more times

Location: _____

Choose the best description of the event:

Festival

Birthday Party / Picnic

Movie Screening

Charitable / Fundraising

Parade

Community / Neighborhood

Private Event

Concert / Live Performance

Run / Walk

Other: Patriotic



(5d)

Event activities include (check all that apply):

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

The event is:

- | | |
|--|--|
| <input type="radio"/> Private | <input checked="" type="radio"/> Free & open to the general public |
| <input type="radio"/> Entry by participation or registration fee | <input type="radio"/> 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	Dec 13, 2025	1:00PM	4:00Pm
Event Set-up	Dec 13, 2025	9:00AM	
Event Breakdown			

Run / Walk:

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

_____ 1 mile _____ 5K _____ Other distance

Please indicate your expected attendance: _____

Number of participants:

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

Provide route on attached site map.



(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

Sample Downtown Event/Festival Boundary Map

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

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

Police / Security Services:

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

Event staff How many: _____ Date(s) & time(s): _____

Volunteers How many: _____ Date(s) & time(s): _____

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

Company name: _____

Contact name and number: _____

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

Have you made arrangements with the police? Yes No

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

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

Contact name: _____ Phone number: _____

Street Closures:

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

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

Street closings to begin on date: _____ Start time: _____ End time: _____

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

Traffic Safety Equipment:

Does your event require traffic cones or barricades? Yes No

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

Traffic Cones How many: _____ Barricades How many: _____

Other: _____

Where should equipment be dropped off & picked up?



City of Waxahachie
City Secretary's Office

(5d)

Special Event Application

When will the traffic equipment be set-up?

Date: _____ Time: _____

When will the traffic equipment be removed?

Date: _____ Time: _____

Are you requesting the use of City traffic equipment?

Yes

No

Availability is not guaranteed

Streets cannot be blocked without prior approval.

Temporary Tents & Structures:

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

Yes

No

List the # of tents & sizes:

Indicate locations on attached required site map.

Electrical Services:

How will electrical services be supplied?

Generator

Franchise Utilities

Both

List contractor / supplier:

Explain services in detail:

Insurance

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

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

Hold Harmless Clause

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

Date

Contract Agreement

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

Signature

Date

(5f)



Memorandum

To: Honorable Mayor and City Council

From: Amber Villarreal, City Secretary

Thru: Michael Scott, City Manager

Date: April 7, 2025

Re: Appointment to the Planning and Zoning Commission and Waxahachie Community Development Corporation to Fill Unexpired Terms

Recommended Motion: "I move to appoint Terry Connor to the Planning & Zoning Commission to fill the unexpired term of Jeff Reed and appoint Kevin Chester to the Waxahachie Community Development Corporation to fill the unexpired term of Elizabeth Tull, as presented."

Item Description: Consider appointments to fill unexpired terms on the Planning & Zoning Commission and Waxahachie Community Development Corporation.

Item Summary: Jeff Reed, Planning & Zoning Commissioner, and Elizabeth Tull, Waxahachie Community Development Corporation, submitted their resignations to their respective boards. Mayor Billie Wallace and Mayor Pro Tem Chris Wright recommend the following appointments to fill the unexpired terms.

Planning & Zoning Commission (2-year term)

- Terry Connor (filling unexpired term of Jeff Reed until September 2025)

Waxahachie Community Development Corporation (2-year term)

- Kevin Chester (filling unexpired term of Elizabeth Tull until September 2025)

(59)



Memorandum

To: Honorable Mayor and City Council

From: Dustin Deel, Senior Director of Administrative Services

Thru: Michael Scott, City Manager 

Date: April 7th, 2025

Re: Consider Approval of Supplemental Appropriation for Emergency Roof Repairs at Mid-Way Regional Airport

Motion: "I move to approve a supplemental appropriation from the Airport Fund unrestricted reserve in the amount of \$39,200 for emergency roof repairs to multiple hangar buildings at Mid-Way Regional Airport and authorize the City Manager to execute all necessary documents."

Item Description: Consider approval of a supplemental appropriation to fund emergency roof repairs at Mid-Way Regional Airport due to recent storm activity and aging hangar roofs.

Item Summary: Following a recent storm, several hangar buildings at Mid-Way Regional Airport experienced roof leaks that required immediate attention. Upon inspection by a professional roofing contractor, it was determined that the damage was not only storm-related, but also the result of long-term wear and aging roofing systems. The inspection identified multiple areas in critical condition that posed risks to both City-owned infrastructure and tenant property.

Emergency repairs were completed at a total cost of \$39,200 to address the most urgent issues and prevent further damage. These actions were necessary to stabilize the hangar facilities while staff continue working on a long-term plan to phase in full roof replacements over the next five years.

(59)

As this was an unplanned and emergency repair, the cost was not included in the current fiscal year's adopted budget. However, the emergency nature of the work required prompt action to protect airport assets and ensure tenant safety.

Fiscal Impact: This emergency repair expense of \$39,200 requires a supplemental appropriation to cover the expense because funding is not available in the current approved operating budget. Sufficient funds are available in the Airport Reserve Fund to fully cover the cost.

(8)



Memorandum

To: Honorable Mayor and City Council
From: Shon Brooks, Executive Director of Development Services
Thru: Michael Scott, City Manager
Date: April 7, 2025
Re: Myrtle Creek- Consent Resolution to Assign Development Agreement

Recommended Motion: "I move to approve the Resolution consenting to assigning agreements relating to the Development of the Myrtle Creek Municipal Management District Number 1, of Ellis County from Hines to Starwood."

Item Description: Consider the approval of the Resolution consenting to the assignment of the existing agreements for the development of Myrtle Creek MMD No. 1 from Hines to Starwood. The original Development Agreement in place was executed June 3, 2024.

Item Summary: On June 3, 2024 the City of Waxahachie approved a Development Agreement for the establishment of the Municipal Management District No. 1 with HT US 287 Owner LP, also known as Hines Investment Management Holdings Limited, for the Myrtle Creek development. The Starwood Capital Group, comprised of Spur Myrtle Creek Development L.P. and Spur Myrtle Creek Land, L.P., are currently under contract to purchase the Municipal Management District and the 1,263.272 acres of land in said district from Hines.

A request has been received by the City to exercise their right under Section 8 of the Development Agreement for the assignment of this project to another party "which shall not be unreasonably withheld, conditioned, or delayed" by the City. The City Attorney has reviewed this request and agrees with the understanding of this provision.

Key assurances being made to the City as a part of the Assumption of this project include commitments to the following:

(8)

- Starwood is a 33-year old private investment firm with \$155B under its management
- Ensuring that the existing Development Agreement is uncompromised and the development may even be expedited with the acquisition by Starwood as their capital structure allows for infrastructure and lots be completed on a speculative basis
- Maintaining the existing Hines project team for a minimum of 12 months
- Project amenity package to be completed or exceeded with the acquisition by Starwood given their more aggressive approach to development timing and high-quality amenities that they provide
- The list of builders currently active in the development have signed consents to an assignment of their purchase and sales agreement from Hines to Starwood.

Fiscal Impact: There is no cost to the City in approving this Consent Resolution. Public improvements authorized by the MMD that benefit the property are to be constructed or caused to be constructed by Developer, and for which the parties intend that the developer will be fully or partially reimbursed pursuant to the MMD and the terms of this agreement.

RESOLUTION NO. _____

A RESOLUTION OF THE CITY OF WAXAHACHIE, TEXAS, CONSENTING TO THE ASSIGNMENT OF AGREEMENTS RELATED TO THE DEVELOPMENT OF MYRTLE CREEK MUNICIPAL MANAGEMENT DISTRICT NO. 1 OF ELLIS COUNTY; WITH RELATED PROVISIONS.

WHEREAS, the City of Waxahachie, Texas ("the City") has entered into a Development Agreement (the "Agreement") with HT US 287 Owner LP, or its successor(s) or assign(s) ("Hines" or "Developer"), which, among other items, memorializes the terms and conditions related to the development of Myrtle Creek Municipal Management District No. 1 of Ellis County within the corporate limits of the City (the "District"); and

WHEREAS, the Agreement requires the consent of the City Manager, subject to the advice and written consent of the Mayor, prior to the assignment of all or a portion of the Agreement to a non-affiliate or non-related entity of Developer; and

WHEREAS, Hines has petitioned the City to secure the City Manager and Mayor's consent to assign the Agreements to Spur Myrtle Creek Development, L.P. and Spur Myrtle Creek Land, L.P. (collectively, "Starwood"), and the City has determined that such assignment is necessary to develop the District to its highest and best use;

WHEREAS, the City Council finds that this Resolution was passed in full compliance with the Texas Open Meetings Act and all applicable law; and

WHEREAS, the City Council finds that this Resolution promotes the health, safety, and general welfare of the people of the City;

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

Section 1. The City Council hereby finds that all statements contained in the preamble or in any other part of this Resolution are true.

Section 2. The City Council hereby grants its written consent to and authorizes the Mayor and City Manager to consent to the assignment of the Agreements from Hines to Spur Myrtle Creek Development, L.P. and Spur Myrtle Creek Land, L.P., with such consent contingent upon Starwood's (or an affiliate of Starwood's) closing on the purchase of land within the District (the "Closing").

Section 3. If any part of this Resolution, of whatever size, is ever declared invalid or unenforceable for any reason, the remainder of this order shall remain in full force and effect.

Section 4. This Resolution shall be effective immediately upon its passage.

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PASSED AND APPROVED ON THIS ____ DAY OF _____ 2025.

CITY OF WAXAHACHIE, TEXAS

BILLIE WALLACE, MAYOR

MICHAEL SCOTT, CITY MANAGER

ATTEST:

CITY SECRETARY

(9)



Memorandum

To: Honorable Mayor and City Council
From: Dustin Deel, Senior Director of Administrative Services
Thru: Michael Scott, City Manager
Date: April 7th, 2025
Re: Consider Ordinance Amending Hangar Lease Rates at Mid-Way Regional Airport

Motion: "I move to approve the Ordinance amending hangar lease rates at Mid-Way Regional Airport and authorize the City Manager and/or Mayor to execute all documents as necessary.

Item Description: Consider an ordinance amending the lease rates for T-Hangars and Box Hangars at Mid-Way Regional Airport, a jointly operated facility managed by the Cities of Waxahachie and Midlothian under a Joint Airport Agreement.

Item Summary: The Cities of Waxahachie and Midlothian engaged Airport & Aviation Appraisals, Inc., a firm that conducts rate analysis studies for airports across Texas, to perform a comprehensive hangar rate analysis at Mid-Way Regional Airport. The consultant reviewed the size, type, and amenities of each hangar unit and compared them to similar offerings at comparable airports in the region, including Arlington, Dallas Executive, Fort Worth Meacham, Denton, Lancaster, Grand Prairie, Addison, Mesquite, and Cleburne.

Based on the findings of the rate analysis, the consultant proposed updated lease rates for all T-Hangar and Box Hangar units. The new rates reflect a balanced approach that emphasizes cost recovery, market competitiveness, and fairness to existing and future tenants. At its March 13, 2025 regular meeting, the Mid-

(a)

Way Regional Airport Joint Airport Board reviewed the consultant's recommendation and, by a vote of 4-1, recommended the proposed rates for Council approval. Staff concurs with the recommendation and supports adoption of the proposed rates.

The ordinance formally adopts the updated rates, with an effective date of October 1, 2025, aligning with the FY 2025-2026 budget process. This timing allows for sufficient notice for tenants and provides staff with adequate opportunity to respond to questions and assist with implementation.

The rate table below shows the proposed new rates by hangar and building, along with a column displaying the percentage increase from current rates.

T-Hangars

Bldg	Hangar #'s	# of Hangers	Existing Monthly Rate	New Monthly Rate	% Change	Increase Revenue
690	41-52	12	\$308.00	\$325.00	5.52%	\$2,448.00
680	21-34	14	\$308.00	\$325.00	5.52%	\$2,856.00
680	35-38	4	\$363.00	\$375.00	3.31%	\$576.00
670	1-18	18	\$308.00	\$325.00	5.52%	\$3,672.00
630	1A-11A	11	\$470.00	\$480.00	2.13%	\$1,320.00
TOTAL						\$10,872.00

Box Hangars

Bldg	Hangar #'s	# of Hangers	Existing Monthly Rate	New Monthly Rate	% Change	Increase Revenue
690	53-55	3	\$1,089.00	\$1,300.00	19.38%	\$7,596.00
680	40	1	\$935.00	\$1,250.00	33.69%	\$3,780.00
670	20	1	\$935.00	\$1,250.00	33.69%	\$3,780.00
650	B4, B6, B8, B10	4	\$1,700.00	\$2,000.00	17.65%	\$14,400.00
TOTAL						\$29,556.00

Fiscal Impact: The revised hangar lease rates are projected to increase annual revenue from hangar rentals by approximately \$40,428, supporting the long-term financial sustainability of Mid-Way Regional Airport and contributing to ongoing maintenance, infrastructure improvements, and daily operations.

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CITY OF WAXAHACHIE, TEXAS

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WAXAHACHIE, TEXAS, AMENDING HANGAR LEASE RATES AT THE MIDLOTHIAN/WAXAHACHIE MUNICIPAL AIRPORT; MAKING FINDINGS; PROVIDING FOR REPEALING, SAVINGS AND SEVERABILITY CLAUSES; PROVIDING FOR AN EFFECTIVE DATE; AND PROVIDING FOR THE PUBLICATION OF THE CAPTION HEREOF.

WHEREAS, the City of Waxahachie, Texas (“Waxahachie”), and the City of Midlothian, Texas (“Midlothian”), initially entered into a Joint Airport Agreement (“Agreement”) in 1987 for the construction and operation of the Midlothian/Waxahachie Municipal Airport (“Airport”); and

WHEREAS, over the years both Waxahachie and Midlothian have mutually agreed to continue the joint operation of the Airport, and the terms of the Agreement have been amended throughout such time, with the Agreement last having been executed by the Parties on or about January 23, 2024; and

WHEREAS, the Agreement provides that Waxahachie is responsible for finance and accounting issues related to the Airport; and

WHEREAS, a rate consultant was retained to review the hangar lease rates at the Airport, and as a consequence, the City has determined that increased hangar lease rates should be adopted; and

WHEREAS, the City has determined that such increases are in the best interests of the City and for the public health and welfare.

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

SECTION 1

The findings set forth above are incorporated into the body of this Ordinance as if fully set forth herein.

SECTION 2

From and after the effective date of this Ordinance, the new hangar lease rates shall be as follows:

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T-Hangars

<u>Building</u>	<u>Hangar Numbers</u>	<u>Monthly Lease Rate</u>
690	41-52	\$325.00
680	21-34	\$325.00
680	35-38	\$375.00
670	1-18	\$325.00
630	1A-11A	\$480.00

Box Hangars

<u>Building</u>	<u>Hangar Numbers</u>	<u>Monthly Lease Rate</u>
690	53-55	\$1,300.00
680	40	\$1,250.00
670	20	\$1,250.00
650	B4, B6, B8, B10	\$2,000.00

SECTION 3

All provisions of any ordinance in conflict with this Ordinance are hereby repealed to the extent they are in conflict; but such repeal shall not abate any pending prosecution for violation of the repealed ordinance, nor shall the repeal prevent a prosecution from being commenced for any violation if occurring prior to the repeal of the ordinance. Any remaining portion of conflicting ordinances shall remain in full force and effect.

SECTION 4

If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason held to be unconstitutional or invalid by a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City hereby declares that it would have passed this Ordinance, and each section, subsection, clause or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses, and phrases be declared unconstitutional.

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SECTION 5

This Ordinance shall take effect and be in full force from October 1, 2025, and after its publication, as provided by the Revised Civil Statutes of the State of Texas and the Home Rule Charter of the City of Waxahachie, Texas.

DULY PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF WAXAHACHIE, TEXAS, ON THIS 7TH DAY OF APRIL, 2025.

APPROVED:

Billie Wallace, Mayor


ATTEST:

Amber Villarreal, City Secretary

(10)



Memorandum

To: Honorable Mayor and City Council
From: Dustin Deel, Senior Director of Administration Services
Thru: Michael Scott, City Manager 
Date: April 7th, 2025
Re: Consider Approval of Change Order Requests for City Hall Remodel and Construction Project

Motion: "I move to approve Change Order Requests #1, #2, and #3 in a combined total amount of \$793,511 for the City Hall Remodel and Construction Project, and authorize the City Manager to execute all necessary documents.

Item Description: Consider approval of three change order requests totaling \$793,511 with Turner Construction Company for the City Hall Remodel and Construction Project. These items represent critical adjustments needed to maintain the construction schedule and address required scopes of work identified during project development and early phases of construction.

Item Summary: To keep the City Hall Remodel and Construction Project on schedule and aligned with its critical path milestones, staff is requesting Council approval of three change order requests.

Change Order Request #1, totaling \$325,776, addresses two scopes of work. First, it includes \$199,947 to manage unforeseen conditions discovered during demolition—specifically, existing concrete grade beams and pier caps outside the 1950 addition that did not match original as-built drawings. This unexpected condition required modifications including additional demolition, structural concrete and steel, elevator revisions, and underground utility work. Second, it includes \$125,829 for Early Release Package (ERP) #5, which covers the

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procurement of long lead-time mechanical equipment, such as HVAC components, needed to avoid future delays.

Change Order Request #2, totaling \$293,479, includes environmental testing and abatement work for all three floors of the historic 1911 building. This estimate represents a maximum projected amount.

Change Order Request #3, totaling \$174,256, covers additional electrical, plumbing, concrete, and underground utility work. This package includes scope additions and clarifications related to civil design updates, including underground mechanical, electrical, and plumbing (MEP) systems. Specifically, it addresses the required tie-ins for the storm drain and subsurface drainage system.

These three requests are part of the necessary steps to stay on track and proactively address items that would otherwise delay the overall construction timeline. Staff will continue bringing forward additional amendments as the project advances and remaining bid packages are issued.

Fiscal Impact: The total funding of \$793,511 for Change Order Requests #1, #2, and #3 aligns with the scope, budget expectations and contingency allocation established by Architexas and the Vidaurri Management Group for the City Hall Remodel and Construction Project. No additional funds increasing the cost of the project are being requested. The anticipated total cost of the project remains at \$15,845,992, a figure that has been clearly communicated to both the architect and the proposing CMAR firms. Sufficient funds are available within the project budget to fund this contract amendment.