

Cultural Arts & Heritage Commission
March 5, 2026

A regular meeting of the City of Waxahachie Cultural Arts & Heritage Commission was held on Thursday, March 5, 2026 at 4:30 p.m. in the Mean Green Conference Room at the Charles Beatty Municipal Services Building, 408 S. Rogers, Waxahachie, Texas.

Members Present: Rhyan Phillips, Chair
Twyla U. Williams, Vice Chair
Victoria Russell, Secretary
Von Aday
Emily Finch
April Honore
Ezriel Wilson

Others Present: Laurie Mosley, Director, Convention & Visitors Bureau

1. Call to Order

Chair Rhyan Phillips called the meeting to order at 4:33 p.m.

2. Public Comments

None.

3. Consider approval of minutes of the Cultural Arts & Heritage Commission meeting of February 4, 2026

Action:

Emily Finch moved to approve the Cultural Arts & Heritage Commission meeting minutes of February 4, 2026 as presented. Motion was seconded by Twyla U. Williams and carried unanimously (7-0).

4. Review, discuss, and consider recommending approval of the draft sample application and questionnaire for submission to the Waxahachie City Council for final consideration and approval

The Commission continued to discuss the draft application and proposed compliance report, which included some of the following topics:

- For 2026 year: compliance reports due June 30; applications due July 31; goal is to complete recommendations and have everything ready for City Council by September.
- Compliance reports should be reviewed before (or at least not after) considering a returning organization's new application, since noncompliance could make them ineligible.
- Going forward: compliance reports due April 30; applications due May 15; same goal to be ready for City Council by September.
- Explore creating a short explainer video (and/or recorded guidance) to accompany the application download page.
- Commission Secretary will make additional edits to the draft application and draft compliance report and circulate for one final review.

- The plan is to have a final version ready by the end of next week to forward to City Council for approval.

The Commission decided to skip the April meeting, as the draft application and draft compliance report would be going to City Council for approval that month. The Commission also discussed the proposed meeting schedule for the next few months and mentioned that additional meetings might be needed during the review of the applications and compliance reports.

Action:

Twyla U. Williams moved to approve the Draft Application and Draft Compliance Report. Motion was seconded by Von Aday and carried unanimously (7-0).

5. Set next meeting date and time

The next Cultural Arts and Heritage Commission meeting will be held May 7, 2026 at 4:30 p.m.

6. Adjourn

There being no further business, the meeting adjourned at 6:06 p.m.

Respectfully submitted,

Victoria Russell, Secretary
Cultural Arts & Heritage Commission