

A G E N D A

A regular meeting of the Mayor and City Council of the City of Waxahachie, Texas to be held in the Council Chamber at City Hall, 401 S. Rogers on ***Monday, July 19, 2021 at 7:00 p.m.***

Council Members: Doug Barnes, Mayor, Council Member Place 2
Billie Wallace, Mayor Pro Tem, Council Member Place 4
David Hill, Council Member Place 1
Melissa Olson, Council Member Place 3
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.

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 July 6, 2021
 - b. Minutes of the City Council briefing of July 6, 2021
 - c. Event application for Dallas Wings Smash the Stigma Community 5k on August 14, 2021
 - d. Event application for Hispanic Heritage Celebration Festival on September 11, 2021
 - e. Event application for The Heights Walk on October 2, 2021
 - f. Event application for Markert Strong Benefit Concert on October 8, 2021
 - g. Ratification with First Baptist Church for shared parking agreement at Sports Complex
 - h. Budget Adjustment from Police Department
6. ***Recognize*** Ms. Mary Lou Shipley for her service as Mayor Pro Tem and City Council Member
7. ***Recognize*** Mr. Charles “Chuck” Beatty for his service as Mayor and City Council Member
8. ***Consider*** proposed Resolution naming the City Hall Annex Building
9. ***Public Hearing*** on a request by Terri Atteberry, for a Specific Use Permit (SUP) for an Accessory Building +700 SF located at 131 Lakeshore Drive (Property ID 182032) - Owner: GERALD D SKINNER, JR & TERRI L ATTEBERRY (ZDC-94-2021)

10. ***Consider*** proposed Ordinance approving ZDC-94-2021
11. ***Convene*** into Executive Session for consultation with attorney regarding pending or contemplated litigation as permitted under Section 551.071, Texas Government Code
12. ***Reconvene*** and take any necessary action
13. Comments by Mayor, City Council, City Attorney and City Manager
14. Adjourn

The City Council reserves the right to go into Executive Session on any posted item. 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

(5a)

City Council
July 6, 2021

A regular meeting of the Mayor and City Council of the City of Waxahachie, Texas was held in the Council Chamber at City Hall, 401 S. Rogers on Tuesday, July 6, 2021 at 7:00 p.m.

Council Members Present: Doug Barnes, Mayor, Council Member Place 2
Billie Wallace, Mayor Pro Tem, Council Member Place 4
David Hill, Council Member Place 1
Melissa Olson, Council Member Place 3
Travis Smith, Council Member Place 5

Others Present: Michael Scott, City Manager
Albert Lawrence, Assistant City Manager
Tommy Ludwig, Assistant City Manager
Terry Welch, City Attorney
Amber Villarreal, City Secretary
Jami Bonner, Assistant City Secretary

1. Call to Order

Mayor Doug Barnes called the meeting to order.

2. Invocation

3. Pledge of Allegiance and Texas Pledge of Allegiance

City Manager Michael Scott gave the invocation and led the Pledge of Allegiance and the Texas Pledge of Allegiance.

4. Public Comments

Mr. Alan Fox, 327 University, Waxahachie, Texas, requested additional information be made to the public on possible amendments to the charter and the affects it will have. He requested citizen input on proposed charter amendments.

5. Consent Agenda

- a. Minutes of the City Council meeting of June 21, 2021
- b. Minutes of the City Council briefing of June 21, 2021
- c. Minutes of the City Council work session of June 29, 2021
- d. Event application for Waxahachie Homecoming Parade on October 22, 2021
- e. Event application for Walk to End Alzheimer's on October 30, 2021
- f. Event application for Hachie 50 on April 23, 2022
- g. Renewal of Sodium Chlorite purchase and Chlorine Dioxide Generator Rental Agreements
- h. Water Treatment Chemicals Bid Renewal

Action:

Council Member David Hill moved to approve items a. through h. on the Consent Agenda. Mayor Pro Tem Billie Wallace seconded, All Ayes.

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6. **Continue Public Hearing on a request by Shea Kirkman for a Zoning Change from a Commercial zoning district to Planned Development-Light Industrial, located just North of 1800 W Highway 287 Bypass (Property ID 279123) - Owner: SANDSTONE 93 PARTNERS, LTD (ZDC-58-2021)**

Mayor Barnes continued the Public Hearing and announced the applicant requested to continue ZDC-58-2021 to the August 2, 2021 City Council meeting.

7. **Consider proposed Ordinance approving ZDC-58-2021**

Action:

Mayor Pro Tem Billie Wallace moved to continue the Public Hearing on a request by Shea Kirkman for a Zoning Change from a Commercial zoning district to Planned Development-Light Industrial, located just North of 1800 W Highway 287 Bypass (Property ID 279123) - Owner: SANDSTONE 93 PARTNERS, LTD (ZDC-58-2021) to the August 2, 2021 City Council meeting. Council Member Travis Smith seconded, All Ayes.

8. **Public Hearing on a request by Mark Gundert, for a Specific Use Permit (SUP) to allow an Accessory Building (Residential), Greater than or Equal to 700 SF use within a Single-Family Residential-2 zoning district located at 124 Kaufman Street (Property ID 170849) - Owner: RICHARD T STOCK (ZDC-83-2021)**

Mayor Barnes opened the Public Hearing and announced the applicant requested to continue ZDC-83-2021 to the September 20, 2021 City Council meeting.

9. **Consider proposed Ordinance approving ZDC-83-2021**

Action:

Council Member Travis Smith moved to continue the Public Hearing on a request by Mark Gundert, for a Specific Use Permit (SUP) to allow an Accessory Building (Residential), Greater than or Equal to 700 SF use within a Single-Family Residential-2 zoning district located at 124 Kaufman Street (Property ID 170849) - Owner: RICHARD T STOCK (ZDC-83-2021) to the September 20, 2021 City Council meeting. Mayor Pro Tem Billie Wallace seconded, All Ayes.

10. **Consider request by Phillip Fisher, Macatee Engineering, LLC, for a Plat of Saddlebrook Estates N.E.C.E. for 2,973 lots, being 1,263.275 acres situated in the Benjamin Collier Survey, Abstract 216; Jonathan Johnson Survey, Abstract 557; George Carpenter Survey, Abstract 190; Robert M. Berry Survey, Abstract No. 96 & 97; Salis M. Durrett Survey, Abstract 272; McKinney & Williams Survey, Abstract 750; Guadalupe Garcia Survey, Abstract 418 (Property ID 180365 and 180362) - Owner: HW Waxahachie LP (SUB-80-2021)**

Mayor Barnes announced the applicant withdrew SUB-80-2021.

11. **Public Hearing on a request by Brian Ballard, Ballard and Braughton Engineering, for a detailed Site Plan Review for proposed Retail Stores and Shops uses within a**

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**Planned Development-18-General Retail zoning district, located at 509 N Highway 77
(Property ID 180833) – Owner: CLEAR LINK TELEPHONE CORP (SP-85-2021)**

Mayor Barnes opened the Public Hearing.

Planning Director Shon Brooks presented the case noting the applicant is proposing to construct a multi-tenant retail building on 0.368 acres and staff recommended approval per the following staff comments:

1. A mutually agreed upon Development Agreement must be signed by the applicant.
2. Any new pavement for the site shall be concrete.

Mr. Brian Ballard, 3815 Old Bullard Road, Tyler, Texas, noted he was available for questions.

There being no others to speak for or against SP-85-2021, Mayor Barnes closed the Public Hearing.

12. Consider approving SP-85-2021

Action:

Council Member Melissa Olson moved to approve a request by Brian Ballard, Ballard and Braughton Engineering, for a detailed Site Plan Review for proposed Retail Stores and Shops uses within a Planned Development-18-General Retail zoning district, located at 509 N Highway 77 (Property ID 180833) – Owner: CLEAR LINK TELEPHONE CORP (SP-85-2021) per staff comments. Mayor Pro Tem Billie Wallace seconded, All Ayes.

13. Consider Development Agreement for SP-85-2021

Action:

Council Member Melissa Olson moved to approve a Development Agreement for SP-85-2021. Mayor Pro Tem Billie Wallace seconded, All Ayes.

14. Public Hearing on a request by Don Merchant, DC Texas Construction, LLC, for an Amendment to Ordinance No. 3167 to allow for Accessory Buildings (Residential), Greater than or Equal to 700 SF within an approved residential planned development located at the corner of N Rogers Street and McMillan Street (Property IDs 282960, 282961, 282962, 282963, 282964) - Owner: DC CONSTRUCTION, LLC (ZDC-87-2021)

Mayor Barnes opened the Public Hearing.

Mr. Brooks presented the case noting the applicant is requesting to amend Ordinance No. 3167 to allow for accessory buildings within the Planned Development (maximum 1,800 sq. ft.) and staff recommended approval per the following staff comments:

1. A mutually agreed upon Development Agreement must be signed by the applicant.
2. Accessory buildings shall not be used for residence by a non-family member (or to be rented out).

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3. Any revision not included in the Planned Development Amendment shall meet the Ordinance No. 3167 requirements.

There being no others to speak for or against ZDC-87-2021, Mayor Barnes closed the Public Hearing.

15. Consider proposed Ordinance approving ZDC-87-2021

ORDINANCE NO. 3281

AN AMENDMENT TO ORDINANCE 3167 AUTHORIZING A ZONING CHANGE FROM PLANNED DEVELOPMENT-SINGLE FAMILY-3 (PD-SF3) TO PLANNED DEVELOPMENT-SINGLE FAMILY-3 (PD-SF3) WITH AMENDED ORDINANCE, TO ALLOW +700 SQUARE FEET ACCESSORY BUILDINGS, LOCATED AT THE CORNER OF N ROGERS STREET AND MCMILLAN STREET IN THE CITY OF WAXAHACHIE, ELLIS COUNTY, TEXAS, BEING 2.477 ACRES KNOWN AS PROPERTY ID 282960, 282961, 282962, 282963, 282964, LOT 2-6, BLOCK 23 OF BRADBURY ADDITION, AND ORDERING THE CHANGING OF THE ZONING MAP THEREOF IN ACCORDANCE WITH SAID CHANGE.

Action:

Mayor Pro Tem Billie Wallace moved to approve Ordinance No. 3281. Council Member Melissa Olson seconded, All Ayes.

16. Consider Development Agreement for ZDC-87-2021

Action:

Mayor Pro Tem Billie Wallace moved to approve a Development Agreement for ZDC-87-2021. Council Member Travis Smith seconded, All Ayes.

17. **Public Hearing on a request by George Salvador, Waxahachie One, LLC, for a Zoning Change from a Single Family-1 to Single Family-3, located at 401 Ovilla Road (being Property ID 180391) - Owner: EIS DEVELOPMENT II, LLC (ZDC-84-2021)**

Mayor Barnes opened the Public Hearing and announced the applicant requested to continue ZDC-84-2021 to the August 2, 2021 City Council meeting.

18. Consider proposed Ordinance approving ZDC-84-2021

Action:

Council Member David Hill moved to continue the Public Hearing on a request by George Salvador, Waxahachie One, LLC, for a Zoning Change from a Single Family-1 to Single Family-3, located at 401 Ovilla Road (being Property ID 180391) - Owner: EIS DEVELOPMENT II, LLC (ZDC-84-2021) to the August 2, 2021 City Council meeting. Council Member Travis Smith seconded, All Ayes.

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- 19. Public Hearing on a request by Keegan Amos, DAE, for a Specific Use Permit (SUP) to allow Heavy Machinery and Equipment, Rental, Sales or Storage at an existing industrial business use within a Light Industrial-1 zoning district located at 507 N. Interstate Highway 35 (Property ID 174768 and 174769) - Owner: WIDRICK HOLDINGS LTD (ZDC-81-2021)**

Mayor Barnes opened the Public Hearing.

Mr. Brooks presented the case noting the applicant is requesting approval of a Specific Use Permit at an existing industrial business (Central Kubota) to allow Heavy Machinery and Equipment, Rental, Sales, or Storage, and construct a new 12,000 sq. ft. dealership at the northern portion of the property on 2.996 acres. Staff recommended approval per the following staff comments:

1. A mutually agreed upon Development Agreement will be required for the development.
2. Any new pavement for the site shall be concrete.
3. Staff suggests that the applicant incorporate masonry material for the proposed building (specifically along the north and south elevations of the building). Currently, the applicant is proposing metal panel (horizontal metal) material for the building.
4. Ingress/egress for 18-wheeler trucks shall only be used along N. Interstate Highway 35 (East) service road. Truck traffic exiting the facility from the rear of the property shall be restricted to left turn only access on Ovilla Rd. The property owner will be required to install appropriate signage indicating ingress and egress restriction to and from the site.

Mr. Brooks noted staff is also requesting the landscape to continue along the I35 property line.

Mr. Keegan Amos, Davidson Architecture and Engineering, noted he was available for questions.

There being no others to speak for or against ZDC-81-2021, Mayor Barnes closed the Public Hearing.

- 20. Consider proposed Ordinance approving ZDC-81-2021**

ORDINANCE NO. 3282

AN ORDINANCE AUTHORIZING A SPECIFIC USE PERMIT (SUP) TO PERMIT A HEAVY MACHINERY AND EQUIPMENT, RENTAL, SALES OR STORAGE USE WITHIN A LIGHT INDUSTRIAL-1 (LI1) ZONING DISTRICT, LOCATED AT 507 N. INTERSTATE HIGHWAY 35, PROPERTY ID174768 AND 174769, BEING LOT 1R AND LOT 2R, OF MC EWEN, IN THE CITY OF WAXAHACHIE, ELLIS COUNTY, TEXAS, AND ORDERING THE CHANGING OF THE ZONING MAP THEREOF IN ACCORDANCE WITH SAID CHANGE.

Action:

Council Member David Hill moved to approve Ordinance No. 3282 per staff comments, adding masonry requirement, and granting waiver of sidewalk requirement. Council Member Melissa Olson seconded, All Ayes.

(5a)

21. Consider Development Agreement for ZDC-81-2021

Action:

Mayor Pro Tem Billie Wallace moved to approve a Development Agreement for ZDC-81-2021. Council Member Melissa Olson seconded, All Ayes.

22. Consider award of bid for Construction Manager at Risk for Fire Station #4

Fire Chief Ricky Boyd requested approval to authorize the City Manager to enter into a contract with WRL General Contractors, LLC to be the Construction Manager at Risk for the construction of Fire Station #4 for a total fee of \$416,085.

Action:

Mayor Pro Tem Billie Wallace moved to approve authorizing the City Manager to enter into a contract with WRL General Contractors, LLC to be the Construction Manager at Risk for the construction of Fire Station #4 for a total fee of \$416,085. Council Member Melissa Olson seconded, All Ayes.

23. Consider award of bid for Lee Penn Park swimming pool construction contract and awarding a supplemental appropriation and use of Park Dedication Fee funds

Parks and Recreation Director Gumaro Martinez requested approval to award a bid to MSB Constructors, Inc. for Lee Penn Park Pool and Bathhouse Project in the amount of \$2,623,735, authorize a supplemental appropriation from the General Fund Unrestricted Reserve in the amount of \$197,381, and authorize the use of Park Dedication Fees in the amount of \$400,000 for the project. He explained the total cost of the project has a \$497,381 shortfall from the 2020 Park Bond Fund; therefore, the supplemental appropriation and Park Dedication Fees are requested. He noted the engineers and architects are reviewing the project for possible cost savings.

Action:

Council Member Melissa Olson moved to award a bid to MSB Constructors, Inc. for Lee Penn Park Pool and Bathhouse Project in the amount of \$2,623,735, authorize a supplemental appropriation from the General Fund Unrestricted Reserve in the amount of \$197,381, and authorize the use of Park Dedication Fees in the amount of \$400,000 for the project. Council Member Travis Smith seconded, All Ayes.

24. Consider authorizing a service contract with Machining & Valve Automation Services LLC, doing business as MVA Services, for repairs, parts and services on valves, actuators, control mechanism and appurtenances for the Utilities Department

Assistant Director of Utilities Brandon Lacy requested approval of a service contract with Machining & Valve Automation Services LLC, doing business as MVA Services, for repairs, parts and services on valves, actuators, control mechanism and appurtenances for the Utilities Department in the amount of \$288,750 with two, one year renewal options of \$96,250 for each year.

Action:

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Mayor Pro Tem Billie Wallace moved to approve awarding a three-year service agreement to Machining & Valve Automation Services, LLC associated with repairs, parts and service on valves, actuators, control mechanism and appurtenances for the Utility Department in the amount of \$288,750 with two, one-year renewal options of \$96,250 for each year. Council Member Melissa Olson seconded, All Ayes.

25. Discuss potential Charter Amendment

Council Member Melissa Olson noted Council discussed during the briefing to look at the charter in its entirety and request feedback from the community.

City Manager Michael Scott explained staff will work with the City Attorney to prepare for a November 2022 charter election.

Council Member Travis Smith stated it is time to update the charter and explore amendments. He expressed his support to have a seven-member council and wants citizen input.

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

Assistant City Manager Albert Lawrence thanked city staff and volunteers for their work on the 4th of July festivities.

City Manager Michael Scott congratulated Assistant City Manager Albert Lawrence on receiving his credentialed manager designation from the International City/County Management Association. He explained his designation was earned due to his professionalism, training, and continued professional development. Mr. Scott reminded City Council of a walking tour of the city water plants on July 16th beginning at 8:30 a.m.

Mayor Pro Tem Billie Wallace thanked those in attendance and invited more citizens to attend.

Council Member David Hill thanked Chuck Beatty for the progress of Lee Penn Park Pool. Council Member Hill congratulated Mr. Lawrence on his designation.

City Secretary Amber Villarreal welcomed Assistant City Secretary Jami Bonner to the City of Waxahachie.

Mayor Doug Barnes noted the 4th of July festivities were fantastic and it was a great turnout by citizens. He thanked staff and volunteers for their involvement on the festivities.

27. Adjourn

There being no further business, the meeting adjourned at 7:38 p.m.

Respectfully submitted,

Amber Villarreal
City Secretary

A briefing session of the Mayor and City Council of the City of Waxahachie, Texas was held in the City Council Conference Room at City Hall, 401 S. Rogers, Waxahachie, Texas, on Tuesday, July 6, 2021 at 6:30 p.m.

Council Members Present: Doug Barnes, Mayor, Council Member Place 2
Billie Wallace, Mayor Pro Tem, Council Member Place 4
David Hill, Council Member Place 1
Melissa Olson, Council Member Place 3
Travis Smith, Council Member Place 5

Others Present: Michael Scott, City Manager
Albert Lawrence, Assistant City Manager
Tommy Ludwig, Assistant City Manager
Terry Welch, City Attorney
Amber Villarreal, City Secretary
Jami Bonner, Assistant City Secretary

1. Call to Order

Mayor Doug Barnes called the meeting to order.

2. Conduct a briefing to discuss items for the 7:00 p.m. regular meeting

City Manager Michael Scott reviewed the following agenda items:

- 5d-5f. event applications for Waxahachie Homecoming Parade on October 22, 2021, Walk to End Alzheimer's on October 30, 2021, and Hachie 50 on April 23, 2022.

Planning Director Shon Brooks reviewed the following:

- Items 6-7. ZDC-58-2021, applicant requested to continue to the August 2, 2021 City Council meeting.
- Items 8-9. ZDC-83-2021, applicant requested to continue to the September 20, 2021 City Council meeting.
- Item 10. SUB-80-2021, applicant requested to withdraw request due to increased infrastructure costs.
- Items 11-12. SP-85-2021, staff recommended approval per staff comments and Development Agreement.
- Items 14-15. ZDC-87-2021, staff recommended approval with Development Agreement. Public Works & Engineering Director James Gaertner noted the city is not improving the alley and it will need to be paved in order for the properties to access the rear entries.
- Items 17-18. ZDC-84-2021, applicant requested to continue to the August 2, 2021 City Council meeting.
- Items 19-21. ZDC-81-2021, staff recommended approval per staff comments and Development Agreement. Mr. Brooks noted the applicant is requesting a variance to the sidewalk requirement and the Planning & Zoning Commission recommended granting their request.

(5b)

Fire Chief Ricky Boyd reviewed Item 22. explaining Requests for Proposals were received and evaluated for the Construction Manager at Risk to oversee the construction process of Fire Station No. 4. He noted staff and the project architect reviewed the proposals and recommended entering into a contract with WRL General Contractors for a total fee of \$416,085.

Parks and Recreation Director Gumaro Martinez reviewed Item 23. noting the demolition and reconstruction of the existing Lee Penn Park Pool and Bathhouse Project is a continuation of the park improvements. He explained bids were received and staff is recommending awarding the contract to MSB Constructors, Inc. including the following alternates:

- Alternate #1 – Pre-Fabricated Lockers \$13,375
- Alternate #2 – 20 ft. Diameter “Cool Brellas” \$69,320
- Alternate #3 – Shade Sail Canopies \$95,730
- Alternate #4 – Additional Waterplay Equipment \$37,735
- Alternate #6 – Security System \$25,000
- Alternate #10 – Storm Sewer Piping to Alternate Discharge Location \$3,510

Mr. Martinez explained staff also recommended authorizing a supplemental appropriation of \$197,381 from the General Fund Unrestricted Reserve balance and authorizing \$400,000 from the Park Dedication Fee Fund for the shortfall. Mr. Scott noted this park project is ideal for use of Park Dedication Fees.

Assistant Director of Utilities Brandon Lacy reviewed the following agenda items:

- Item 5g. Staff recommended a contract renewal agreement with Evoqua Water Technologies for the purchase of sodium chlorite and the rental and maintenance of generators utilized to create chlorine dioxide for water treatment purposes at the Howard Road and Robert W. Sokoll Water Treatment Plants.
- Item 5h. Staff recommended exercising the contract renewal option for the Water Treatment Chemical bids for Howard Road and Robert W. Sokoll Water Treatment Plants.
- Item 24. Staff recommended award of a three-year service agreement with Machining & Valve Automation Services, LLC associated with repairs, parts, and service on valves, actuators, control mechanism and appurtenances for the Utility Department.

Council Member Melissa Olson inquired about City Council’s interest in amending the charter to allow the citizens to elect a Mayor. Mr. Scott explained the legal requirements for amending a charter and noted the earliest election day is the May 2022 general election.

Council Member Travis Smith and Mayor Pro Tem Billie Wallace expressed their preference to review and potentially amend the entire charter.

Mayor Barnes suggested reviewing the entire charter and propose amendments that are best for the whole city.

Council Member Smith explained he would like to look at both sides of possibly electing a Mayor and asked for a citizen review committee.

(5b)

City Council
July 6, 2021
Page 3

Mayor Pro Tem Wallace noted she would like to survey citizens about their preference.

It was the consensus of Council to conduct a charter election in November 2022.

3. Adjourn

There being no further business, the meeting adjourned at 7:02 p.m.

Respectfully submitted,

Amber Villarreal
City Secretary



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Application for a Festival or Event Permit

Event Name and Description: Dallas Wings Smash the Stigma
Community 5K Run/Walk with Drug Prevention Resources

Applicant Information

Name: BECKY VANCE, CEO
Address: 201 FERRIS AVE, Ste. G
City, State, Zip: WAXAHACHIE TX 75165 Phone: 214 534 8599 (Santana
WAVE)
E-mail Address: bvance@drugfreegen.org

Organization Information

Organization Name: DRUG PREVENTION RESOURCES & DALLAS WINGS
Address: SAME AS ABOVE
Authorized Head of Organization: BECKY VANCE
Phone: 713 705 3594 (mobile) E-mail Address: bvance@drugfreegen.org

Event Chairperson/Contact

Name: JORDAN BACCUS / SANTANA WARE / BECKY VANCE
Address: SAME AS ABOVE
City, State, Zip: _____ Phone: _____
E-mail Address: SAME AS ABOVE

Event Information

Event Location/Address: GETZENDANER PARK - 400 S. GRAND AVE
Purpose: 5K RUN/WALK
Event Start Date and Time: 8/14/21 @ 8:00 AM
Event End Date and Time: 8/14/21 @ 3:00 PM

(5C)
Approximate Number of Persons Attending Event Per Day: 200

Site Preparation and Set-Up Date and Time: 8/14/21 @ 5:00 AM

Clean-Up Completion Date and Time: 8/14/21 by 3:00pm

List all activities that will be conducted as a part of this event including street closures, traffic control, vendor booths, etc. Include any requests for city services.

Vendor Booths, would love to have police + med tent
5K run/walk, ^{live} Entertainment

Requested City Services: All Pavillions, Police, EMT Med Tent

Will food and/or beverages be available and/or sold? YES/NO

If yes, contact the City Health Inspector, (469) 309-4134, for permitting requirements and compliance.

*Will alcohol be available and/or sold? YES/NO

If yes, will the event be in the Historic Overlay District? YES/NO

Will dumpsters be needed? No

Will an Unmanned Aircraft Systems Unit (drone) be used? YES/NO If so, provide a copy of the current FAA License.

Please submit a site plan showing the layout of the event including equipment, stages, and street locations.

I, THE UNDERSIGNED APPLICANT, AGREE TO INDEMNIFY AND HOLD HARMLESS THE CITY OF WAXAHACHIE, ITS OFFICERS, EMPLOYEES, AGENTS, AND REPRESENTATIVES AGAINST ALL CLAIMS OF LIABILITY AND CAUSES OF ACTION RESULTING FROM INJURY OR DAMAGE TO PERSONS OR PROPERTY ARISING OUT OF THE SPECIAL EVENT. 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.

Becky Vance 7/8/21
Signature of Applicant Date

* Please note that approval of this permit does not replace/modify compliance with all applicable state laws as specified by the Texas Alcoholic Beverage Commission (TABC).

(56)

Villarreal, Amber

From: Mosley, Laurie
Sent: Thursday, July 8, 2021 4:52 PM
To: Villarreal, Amber
Subject: RE: Event Application-Wings + DPR 5K Run/Walk

I see no conflict with this event as it relates to our department. Thank you!

From: Villarreal, Amber <avillarreal@waxahachie.com>
Sent: Thursday, July 8, 2021 4:26 PM
To: Ricky Boyd <rboyd@waxahachiefire.org>; Wade Goolsbey <wgoolsby@waxahachiepd.org>; Martinez, Gumaro <gmartinez@waxahachie.com>; Drewry, Michaela <michaela.drewry@waxahachie.com>; Me'Lony Jordan <mjordan@waxahachie.com>; Griffith, Thomas <john.griffith@waxahachie.com>; Mosley, Laurie <lmosley@waxahachiecvb.com>
Cc: Scott, Michael <msscott@waxahachie.com>; Lawrence, Albert <alawrence@waxahachie.com>; Ludwig, Tommy <tludwig@waxahachie.com>; Bonner, Jami <jami.bonner@waxahachie.com>; Crocker, Clarice <ccrocker@waxahachie.com>
Subject: Event Application-Wings + DPR 5K Run/Walk
Importance: High

For your review/comments.

Thank you,

Amber Villarreal, TRMC, CMC
City Secretary
City of Waxahachie
Direct (469) 309-4006 | Fax (469) 309-4003 | PO Box 757, Waxahachie, Texas 75168
www.waxahachie.com

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Attention Public Officials: A "Reply to All" of this email message could lead to violations of the Texas Open Meetings Act. If replying, please reply only to the sender.

From: Santana Ware <sware@drugfreegen.org>
Sent: Thursday, July 8, 2021 4:06 PM
To: Villarreal, Amber <avillarreal@waxahachie.com>
Cc: Becky Vance <bvance@drugfreegen.org>; Jordan Baccus <jbaccus@dallaswings.com>
Subject: Wings + DPR 5K Run/Walk Event Application
Importance: High

Hello Ms. Amber Villarreal,

I hope you're having a terrific Thursday! My name is Santana Ware, I work for Drug Prevention Resources in Waxahachie as a Coalition Coordinator for Ellis County. We are looking to host a community 5K Run/Walk next month. I have attached our event application. Please let me know if you have any questions or concerns.

(50)

Villarreal, Amber

From: Gaertner, James
Sent: Thursday, July 8, 2021 7:17 PM
To: Ludwig, Tommy
Cc: Martinez, Jose; Carrillo, Michael; Me'Lony Jordan; Dernovich, Kip; Lockart, Jim; Villarreal, Amber; Massey, Matt
Subject: Re: Event Application-Wings + DPR 5K Run/Walk

I don't have any comments. Let us Matt and Kip know if you need cones or barricades

James G
Sent from my iPhone

On Jul 8, 2021, at 4:29 PM, Ludwig, Tommy <tludwig@waxahachie.com> wrote:

FYI

<image001.jpg> **Tommy Ludwig**
Assistant City Manager
City of Waxahachie
O: 469-309-4021
C: 214-949-0529
TLudwig@waxahachie.com

From: Villarreal, Amber <avillarreal@waxahachie.com>
Sent: Thursday, July 8, 2021 4:26 PM
To: Ricky Boyd <rboyd@waxahachiefire.org>; Wade Goolsbey <wgoolsby@waxahachiepd.org>; Martinez, Gumaro <gmartinez@waxahachie.com>; Drewry, Michaela <michaela.drewry@waxahachie.com>; Me'Lony Jordan <mjordan@waxahachie.com>; Griffith, Thomas <john.griffith@waxahachie.com>; Mosley, Laurie <lmosley@waxahachiecvb.com>
Cc: Scott, Michael <msscott@waxahachie.com>; Lawrence, Albert <alawrence@waxahachie.com>; Ludwig, Tommy <tludwig@waxahachie.com>; Bonner, Jami <jami.bonner@waxahachie.com>; Crocker, Clarice <ccrocker@waxahachie.com>
Subject: Event Application-Wings + DPR 5K Run/Walk
Importance: High

For your review/comments.

Thank you,

Amber Villarreal, TRMC, CMC
City Secretary
City of Waxahachie
Direct (469) 309-4006 | Fax (469) 309-4003 | PO Box 757, Waxahachie, Texas 75168
www.waxahachie.com

(50)

Villarreal, Amber

From: Lawrence, Albert
Sent: Friday, July 9, 2021 8:47 AM
To: Villarreal, Amber
Subject: RE: Event Application-Wings + DPR 5K Run/Walk

As long as the park is available, I don't have a problem with it. I'm not sure we can provide an EMT tent.

Albert Lawrence
Assistant City Manager

City of Waxahachie
401 S. Rogers
PO Box 757
Waxahachie, TX 75165
Direct Line: 469-309-4001

From: Villarreal, Amber <avillarreal@waxahachie.com>
Sent: Thursday, July 8, 2021 4:26 PM
To: Ricky Boyd <rboyd@waxahachiefire.org>; Wade Goolsbey <wgoolsby@waxahachiepd.org>; Martinez, Gumaro <gmartinez@waxahachie.com>; Drewry, Michaela <michaela.drewry@waxahachie.com>; Me'Lony Jordan <mjordan@waxahachie.com>; Griffith, Thomas <john.griffith@waxahachie.com>; Mosley, Laurie <lmosley@waxahachiecvb.com>
Cc: Scott, Michael <msscott@waxahachie.com>; Lawrence, Albert <alawrence@waxahachie.com>; Ludwig, Tommy <tludwig@waxahachie.com>; Bonner, Jami <jami.bonner@waxahachie.com>; Crocker, Clarice <ccrocker@waxahachie.com>
Subject: Event Application-Wings + DPR 5K Run/Walk
Importance: High

For your review/comments.

Thank you,

Amber Villarreal, TRMC, CMC
City Secretary
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From: Santana Ware <sware@drugfreegen.org>
Sent: Thursday, July 8, 2021 4:06 PM

(56)

Villarreal, Amber

From: Wade Goolsby <wgoolsby@waxahachiepd.org>
Sent: Friday, July 9, 2021 10:13 AM
To: Villarreal, Amber; Ricky Boyd; Martinez, Gumaro; Drewry, Michaela; Me'Lony Jordan; Griffith, Thomas; Mosley, Laurie
Cc: Scott, Michael; Lawrence, Albert; Ludwig, Tommy; Bonner, Jami; Crocker, Clarice
Subject: RE: Event Application-Wings + DPR 5K Run/Walk

I have no issues with it.

Wade G. Goolsby

Chief of Police
Waxahachie Police Department
630 Farley St.
Waxahachie, TX 75165
469-309-4414

From: Villarreal, Amber <avillarreal@waxahachie.com>
Sent: Thursday, July 8, 2021 4:26 PM
To: Ricky Boyd <rboyd@waxahachiefire.org>; Wade Goolsby <wgoolsby@waxahachiepd.org>; Gumaro Martinez <gmartinez@waxahachie.com>; Drewry, Michaela <michaela.drewry@waxahachie.com>; Me'Lony Jordan <mjordan@waxahachie.com>; Griffith, Thomas <john.griffith@waxahachie.com>; Mosley, Laurie <lmosley@waxahachiecvb.com>
Cc: Michael Scott <msscott@waxahachie.com>; Albert Lawrence <alawrence@waxahachie.com>; Tommy Ludwig <tludwig@waxahachie.com>; Bonner, Jami <jami.bonner@waxahachie.com>; Crocker, Clarice <ccrocker@waxahachie.com>
Subject: Event Application-Wings + DPR 5K Run/Walk
Importance: High

For your review/comments.

Thank you,

Amber Villarreal, TRMC, CMC

City Secretary

City of Waxahachie

Direct (469) 309-4006 | Fax (469) 309-4003 | PO Box 757, Waxahachie, Texas 75168

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(5C)

Villarreal, Amber

From: Ludwig, Tommy
Sent: Monday, July 12, 2021 10:41 AM
To: Villarreal, Amber
Subject: FW: Event Application-Wings + DPR 5K Run/Walk

FYI Amber – please see below.



Tommy Ludwig
Assistant City Manager
City of Waxahachie
O: 469-309-4021
C: 214-949-0529
TLudwig@waxahachie.com

From: Me'Lony Jordan <mjordan@waxahachie.com>
Sent: Monday, July 12, 2021 9:48 AM
To: Ludwig, Tommy <tludwig@waxahachie.com>; Martinez, Jose <jose.martinez@waxahachie.com>; Carrillo, Michael <mcarrillo@waxahachie.com>; Gaertner, James <jgaertner@waxahachie.com>; Dernovich, Kip <kdernovich@waxahachie.com>; Lockart, Jim <jim.lockart@waxahachie.com>
Subject: RE: Event Application-Wings + DPR 5K Run/Walk

Food permits will be required. Have them contact our department or apply online in the Building Department under health inspection.

*Me'Lony Jordan CEO. 7570
City of Waxahachie
Health Inspector
401 S. Rogers
Waxahachie, Texas 75168*

From: Ludwig, Tommy
Sent: Thursday, July 8, 2021 4:29 PM
To: Martinez, Jose <jose.martinez@waxahachie.com>; Carrillo, Michael <mcarrillo@waxahachie.com>; Me'Lony Jordan <mjordan@waxahachie.com>; Gaertner, James <jgaertner@waxahachie.com>; Dernovich, Kip <kdernovich@waxahachie.com>; Lockart, Jim <jim.lockart@waxahachie.com>
Subject: FW: Event Application-Wings + DPR 5K Run/Walk
Importance: High

FYI

Tommy Ludwig

(5C)

Villarreal, Amber

From: Drewry, Michaela
Sent: Wednesday, July 14, 2021 10:43 AM
To: Villarreal, Amber
Cc: Skistimas, Kelly
Subject: RE: Event Applications

Hey!

From Gumaro:

Markert Benefit Concert: just note that in the Railyard Park paperwork (which I assume Kelly has communicated and taken care of) they will have to bring their own sound equipment and electricity is not guaranteed

Wings Run: the event would be fine in the park but all pavilions have been rented for that day and will not be able to be used by the organization. They are allowed to set up tents and tables if they would like.

Let me know if you have any more questions

Michaela Drewry
Recreation Specialist
City of Waxahachie
Department of Parks & Recreation
Work: 469-309-4275

From: Villarreal, Amber <avillarreal@waxahachie.com>
Sent: Wednesday, July 14, 2021 10:17 AM
To: Drewry, Michaela <michaela.drewry@waxahachie.com>
Subject: Event Applications

Good morning!

Can you follow-up with Gumaro about the following event applications:

Markert Benefit Concert
Wings Run

If he has no concerns, we'd like to get them on the 7-19-21 Council agenda for approval.

Thank you!

Amber Villarreal, TRMC, CMC
City Secretary
City of Waxahachie
Direct (469) 309-4006 | Fax (469) 309-4003 | PO Box 757, Waxahachie, Texas 75168
www.waxahachie.com

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(5d)



Application for a Festival or Event Permit

Event Name and Description: Hispanic Heritage Celebration
Festival with live music, Zed Zone, and Food vendors

Applicant Information

Name: Maria Urias
Address: 1165 Chazlynn Court
City, State, Zip: Waxahachie TX 75165 Phone: (4169) 732-1081
E-mail Address: maria-urias-01@yahoo.com

Organization Information

Organization Name: Ellis County Hispanic Organization
Address: P.O. Box 1602

Authorized Head of Organization: Maria Urias

Phone: (4169) 732-1081 E-mail Address: maria-urias-01@yahoo.com
echoorg1@gmail.com

Event Chairperson/Contact

Name: Maria Urias
Address: 1165 Chazlynn Court
City, State, Zip: Waxahachie TX 75165 Phone: (4169) 732-1081
E-mail Address: echoorg1@gmail.com

Event Information

Event Location/Address: Downtown Waxahachie
Purpose: Hispanic Heritage Celebration
Event Start Date and Time: September 11, 2021 at 3:00 pm

(5d)

Event End Date and Time: September 11, 2021 at 11:00 p.m

Approximate Number of Persons Attending Event Per Day: 2000

Site Preparation and Set-Up Date and Time: September 11, 2021 @ 10:00 a.m

Clean-Up Completion Date and Time: September 11, 2021 @ 11:00 p.m

until complete
List all activities that will be conducted as a part of this event including street closures, traffic control, vendor booths, etc. Include any requests for city services.

Requesting street closures of Franklin St. from Rogers to Jackson, College Street from Jefferson St. to Main St., Jackson Street from Rogers to main. Please see attached map. Requesting city barricades and barricades from the civic center. 15 plus porta potty and hand sanitizing stations.

Will food and/or beverages be available and/or sold? YES/NO

*Will alcohol be available and/or sold? YES/NO

If yes, will the event be in the Historic Overlay District? YES/NO

If food will be prepared on-site, a Temporary Food Permit must be obtained by the Environmental Health Department.

Will dumpsters be needed? yes and trashcans and trashbags

Will an Unmanned Aircraft Systems Unit (drone) be used? YES/NO If so, provide a copy of the current FAA License.

Please submit a site plan showing the layout of the event including equipment, stages, and street locations.

I, THE UNDERSIGNED APPLICANT, AGREE TO INDEMNIFY AND HOLD HARMLESS THE CITY OF WAXAHACHIE, ITS OFFICERS, EMPLOYEES, AGENTS, AND REPRESENTATIVES AGAINST ALL CLAIMS OF LIABILITY AND CAUSES OF ACTION RESULTING FROM INJURY OR DAMAGE TO PERSONS OR PROPERTY ARISING OUT OF THE SPECIAL EVENT. 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.

Maria Weiss
Signature of Applicant

April 27, 2021
Date

*** Please note that approval of this permit does not replace/modify compliance with all applicable state laws as specified by the Texas Alcoholic Beverage Commission (TABC).**

(5d)

Villarreal, Amber

From: Gaertner, James
Sent: Friday, May 28, 2021 1:41 PM
To: Villarreal, Amber
Subject: RE: Event Application-Hispanic Heritage Event

I don't have any comments. I forwarded it to Matt for the barricades and cones.

James Gaertner, PE, CFM, CPM
Director of Public Works & Engineering
Office: 469-309-4301
jgaertner@waxahachie.com

From: Villarreal, Amber <avillarreal@waxahachie.com>
Sent: Friday, May 28, 2021 12:06 PM
To: Ricky Boyd <rboyd@waxahachiefire.org>; Wade Goolsbey <wgoalsby@waxahachiepd.org>; Simpson, Anita <asimpson@waxahachie.com>; Mosley, Laurie <lmosley@waxahachiecvb.com>; Me'Lony Jordan <mjordan@waxahachie.com>; Martinez, Jose <jose.martinez@waxahachie.com>; Gaertner, James <jgaertner@waxahachie.com>; Massey, Matt <mmassey@waxahachie.com>; Griffith, Thomas <john.griffith@waxahachie.com>; Martinez, Gumaro <gmartinez@waxahachie.com>; Drewry, Michaela <michaela.drewry@waxahachie.com>
Cc: Scott, Michael <msscott@waxahachie.com>; Lawrence, Albert <alawrence@waxahachie.com>; Ludwig, Tommy <tludwig@waxahachie.com>; Crocker, Clarice <ccrocker@waxahachie.com>
Subject: Event Application-Hispanic Heritage Event

For your review/comments.

Thank you,

Amber Villarreal, TRMC, CMC
City Secretary
City of Waxahachie
Direct (469) 309-4006 | Fax (469) 309-4003 | PO Box 757, Waxahachie, Texas 75168
www.waxahachie.com

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(50)

Villarreal, Amber

From: Me'Lony Jordan
Sent: Tuesday, June 1, 2021 8:41 AM
To: Villarreal, Amber
Subject: RE: Event Application-Hispanic Heritage Event

Please advise that all food vendors MUST apply for the temporary event food permit and obtain 48 hours prior to the event. Application is available online or in the Building and Community Service dept. This includes mobile food units. Vendors without a permit will not be allowed to participate.

*Me'Lony Jordan
City of Waxahachie
Health Inspector, FSJO
401 S. Rogers St.
Waxahachie, TX 75165*

*Office (469) 309-4134
Cell (972) 740-6724*

From: Villarreal, Amber <avillarreal@waxahachie.com>
Sent: Friday, May 28, 2021 12:06 PM
To: Ricky Boyd <rboyd@waxahachiefire.org>; Wade Goolsbey <wgoolsby@waxahachiepd.org>; Simpson, Anita <asimpson@waxahachie.com>; Mosley, Laurie <lmosley@waxahachiecvb.com>; Me'Lony Jordan <mjordan@waxahachie.com>; Martinez, Jose <jose.martinez@waxahachie.com>; Gaertner, James <jgaertner@waxahachie.com>; Massey, Matt <mmassey@waxahachie.com>; Griffith, Thomas <john.griffith@waxahachie.com>; Martinez, Gumaro <gmartinez@waxahachie.com>; Drewry, Michaela <michaela.drewry@waxahachie.com>
Cc: Scott, Michael <msscott@waxahachie.com>; Lawrence, Albert <alawrence@waxahachie.com>; Ludwig, Tommy <tludwig@waxahachie.com>; Crocker, Clarice <ccrocker@waxahachie.com>
Subject: Event Application-Hispanic Heritage Event

For your review/comments.

Thank you,

Amber Villarreal, TRMC, CMC
City Secretary
City of Waxahachie

Direct (469) 309-4006 | Fax (469) 309-4003 | PO Box 757, Waxahachie, Texas 75168
www.waxahachie.com

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(5d)

Villarreal, Amber

From: Griffith, Thomas
Sent: Tuesday, June 1, 2021 10:10 AM
To: Villarreal, Amber; Ricky Boyd; Wade Goolsbey; Simpson, Anita; Mosley, Laurie; Me'Lony Jordan; Martinez, Jose; Gaertner, James; Massey, Matt; Martinez, Gumaro; Drewry, Michaela
Cc: Scott, Michael; Lawrence, Albert; Ludwig, Tommy; Crocker, Clarice
Subject: RE: Event Application-Hispanic Heritage Event
Attachments: Special Event Planning Checklist2.docx

With the number of persons attending, if approved, Emergency Management will want them to follow and complete the attached Special Event Planning Checklist.

Thomas Griffith
City of Waxahachie
Emergency Management Coordinator

630 Farley Street
Waxahachie, Texas 75165
O: (469) 309-4417
M: (469) 550 - 3231

- Wash hands often for 20 seconds and encourage others to do the same.
- If no soap and water are available, use hand sanitizer with at least 60% alcohol.
- Cover coughs and sneezes with a tissue, then throw the tissue away.
- Avoid touching your eyes, nose, and mouth with unwashed hands.
- Disinfect surfaces, buttons, handles, knobs, and other places touched often.
- Avoid close contact with people who are sick.

From: Villarreal, Amber <avillarreal@waxahachie.com>
Sent: Friday, May 28, 2021 12:06 PM
To: Ricky Boyd <rboyd@waxahachiefire.org>; Wade Goolsbey <wgoolsby@waxahachiepd.org>; Simpson, Anita <asimpson@waxahachie.com>; Mosley, Laurie <lmosley@waxahachiecvb.com>; Me'Lony Jordan <mjordan@waxahachie.com>; Martinez, Jose <jose.martinez@waxahachie.com>; Gaertner, James <jgaertner@waxahachie.com>; Massey, Matt <mmassey@waxahachie.com>; Griffith, Thomas <john.griffith@waxahachie.com>; Martinez, Gumaro <gmartinez@waxahachie.com>; Drewry, Michaela <michaela.drewry@waxahachie.com>
Cc: Scott, Michael <msscott@waxahachie.com>; Lawrence, Albert <alawrence@waxahachie.com>; Ludwig, Tommy <tludwig@waxahachie.com>; Crocker, Clarice <ccrocker@waxahachie.com>
Subject: Event Application-Hispanic Heritage Event

For your review/comments.

Thank you,

Amber Villarreal, TRMC, CMC
City Secretary
City of Waxahachie

Direct (469) 309-4006 | Fax (469) 309-4003 | PO Box 757, Waxahachie, Texas 75168

(50)

Villarreal, Amber

From: Wade Goolsby <wgoolsby@waxahachiepd.org>
Sent: Tuesday, June 1, 2021 3:24 PM
To: Villarreal, Amber
Subject: RE: Event Application-Hispanic Heritage Event

Amber,

They will need to hire officers for security. I think that Anita made a comment about the other businesses and needing their input. I don't think that I have any other issues.

Wade G. Goolsby

Chief of Police

Waxahachie Police Department

630 Farley St.

Waxahachie, TX 75165

469-309-4414

From: Villarreal, Amber <avillarreal@waxahachie.com>
Sent: Friday, May 28, 2021 12:06 PM
To: Ricky Boyd <rboyd@waxahachiefire.org>; Wade Goolsby <wgoolsby@waxahachiepd.org>; Simpson, Anita <asimpson@waxahachie.com>; Mosley, Laurie <Imosley@waxahachiecvb.com>; Me'Lony Jordan <mjordan@waxahachie.com>; Martinez, Jose <jose.martinez@waxahachie.com>; James Gaertner <jgaertner@waxahachie.com>; Matt Massey <mmassey@waxahachie.com>; Griffith, Thomas <john.griffith@waxahachie.com>; Gumaro Martinez <gmartinez@waxahachie.com>; Drewry, Michaela <michaela.drewry@waxahachie.com>
Cc: Michael Scott <msscott@waxahachie.com>; Albert Lawrence <alawrence@waxahachie.com>; Tommy Ludwig <tludwig@waxahachie.com>; Crocker, Clarice <ccrocker@waxahachie.com>
Subject: Event Application-Hispanic Heritage Event

For your review/comments.

Thank you,

Amber Villarreal, TRMC, CMC

City Secretary

City of Waxahachie

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(5d)

Villarreal, Amber

From: Mosley, Laurie
Sent: Thursday, June 3, 2021 10:55 AM
To: Villarreal, Amber
Subject: RE: Event Application-Hispanic Heritage Event

I see no problems with this event, and it should run a lot like Cinco De Mayo Festival, so they should have the kinks worked out if they follow whatever Anita is asking and Thomas.

Thanks!
Laurie

From: Villarreal, Amber <avillarreal@waxahachie.com>
Sent: Friday, May 28, 2021 12:06 PM
To: Ricky Boyd <rboyd@waxahachiefire.org>; Wade Goolsbey <wgoolsby@waxahachiepd.org>; Simpson, Anita <asimpson@waxahachie.com>; Mosley, Laurie <Imosley@waxahachiecvb.com>; Me'Lony Jordan <mjordan@waxahachie.com>; Martinez, Jose <jose.martinez@waxahachie.com>; Gaertner, James <jgaertner@waxahachie.com>; Massey, Matt <mmassey@waxahachie.com>; Griffith, Thomas <john.griffith@waxahachie.com>; Martinez, Gumaro <gmartinez@waxahachie.com>; Drewry, Michaela <michaela.drewry@waxahachie.com>
Cc: Scott, Michael <mscott@waxahachie.com>; Lawrence, Albert <alawrence@waxahachie.com>; Ludwig, Tommy <tludwig@waxahachie.com>; Crocker, Clarice <ccrocker@waxahachie.com>
Subject: Event Application-Hispanic Heritage Event

For your review/comments.

Thank you,

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City Secretary
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(5d)

Villarreal, Amber

From: Gaertner, James
Sent: Friday, May 28, 2021 1:41 PM
To: Villarreal, Amber
Subject: RE: Event Application-Hispanic Heritage Event

I don't have any comments. I forwarded it to Matt for the barricades and cones.

James Gaertner, PE, CFM, CPM
Director of Public Works & Engineering
Office: 469-309-4301
jgaertner@waxahachie.com

From: Villarreal, Amber <avillarreal@waxahachie.com>
Sent: Friday, May 28, 2021 12:06 PM
To: Ricky Boyd <rboyd@waxahachiefire.org>; Wade Goolsbey <wgoolsby@waxahachiepd.org>; Simpson, Anita <asimpson@waxahachie.com>; Mosley, Laurie <lmosley@waxahachiecvb.com>; Me'Lony Jordan <mjordan@waxahachie.com>; Martinez, Jose <jose.martinez@waxahachie.com>; Gaertner, James <jgaertner@waxahachie.com>; Massey, Matt <mmassey@waxahachie.com>; Griffith, Thomas <john.griffith@waxahachie.com>; Martinez, Gumaro <gmartinez@waxahachie.com>; Drewry, Michaela <michaela.drewry@waxahachie.com>
Cc: Scott, Michael <msscott@waxahachie.com>; Lawrence, Albert <alawrence@waxahachie.com>; Ludwig, Tommy <tludwig@waxahachie.com>; Crocker, Clarice <ccrocker@waxahachie.com>
Subject: Event Application-Hispanic Heritage Event

For your review/comments.

Thank you,

Amber Villarreal, TRMC, CMC
City Secretary
City of Waxahachie
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(sd)

Villarreal, Amber

From: Martinez, Gumaro
Sent: Wednesday, June 23, 2021 9:21 PM
To: Villarreal, Amber
Subject: RE: Event Application-Hispanic Heritage Event

No comments or issues with this event.

Gumaro Martinez
City of Waxahachie
Director of Parks & Recreation
401 S. Elm
Waxahachie, TX 75165
469.309.4271 direct
214.903.3676 cell
gmartinez@waxahachie.com

From: Villarreal, Amber
Sent: Friday, May 28, 2021 12:06 PM
To: Ricky Boyd <rboyd@waxahachiefire.org>; Wade Goolsby <wgoalsby@waxahachiepd.org>; Simpson, Anita <asimpson@waxahachie.com>; Mosley, Laurie <lmosley@waxahachiecvb.com>; Me'Lony Jordan <mjordan@waxahachie.com>; Martinez, Jose <jose.martinez@waxahachie.com>; Gaertner, James <jgaertner@waxahachie.com>; Massey, Matt <mmassey@waxahachie.com>; Griffith, Thomas <john.griffith@waxahachie.com>; Martinez, Gumaro <gmartinez@waxahachie.com>; Drewry, Michaela <michaela.drewry@waxahachie.com>
Cc: Scott, Michael <msscott@waxahachie.com>; Lawrence, Albert <alawrence@waxahachie.com>; Ludwig, Tommy <tludwig@waxahachie.com>; Crocker, Clarice <ccrocker@waxahachie.com>
Subject: Event Application-Hispanic Heritage Event

For your review/comments.

Thank you,

Amber Villarreal, TRMC, CMC
City Secretary
City of Waxahachie
Direct (469) 309-4006 | Fax (469) 309-4003 | PO Box 757, Waxahachie, Texas 75168
www.waxahachie.com

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June 1, 2021

Dear Downtown Merchant,

Thank you for your time in meeting with me today for the purposes of discussing the street closure of South College Street for the Hispanic Heritage Festival, on September 11, 2021. We are requesting your signature below in agreement of the closure if at all possible so that we may petition the City of Waxahachie.

Thank you for your time and attention on this matter.

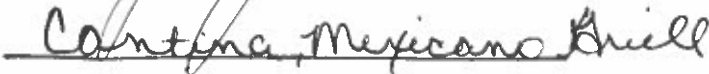
Sincerely,
The Ellis County Hispanic Organization



Downtown Merchant



Date



Cantina Mexicana Buell



June 1, 2021

Dear Downtown Merchant,

Thank you for your time in meeting with me today for the purposes of discussing the street closure of *Franklin and Jackson St* South College Street for the Hispanic Heritage Festival, on September 11, 2021. We are requesting your signature below in agreement of the closure if at all possible so that we may petition the City of Waxahachie.

Thank you for your time and attention on this matter.

Sincerely,
The Ellis County Hispanic Organization

Will Miksa
Downtown Merchant

7-7-21
Date

The Perfect Pair



June 1, 2021

Dear Downtown Merchant,

Thank you for your time in meeting with me today for the purposes of discussing the street closure of Franklin and
South College Street for the Hispanic Heritage Festival, on September 11, 2021. We are requesting your
^{Jackson}signature below in agreement of the closure if at all possible so that we may petition the City of
Waxahachie.

Thank you for your time and attention on this matter.

Sincerely,
The Ellis County Hispanic Organization

Cham
Downtown Merchant

6/22/21
Date

Kimmy's Boutique




June 1, 2021

Dear Downtown Merchant,

Thank you for your time in meeting with me today for the purposes of discussing the street closure of *Franklin and*
Sackson St South College Street for the Hispanic Heritage Festival, on September 11, 2021. We are requesting your
signature below in agreement of the closure if at all possible so that we may petition the City of
Waxahachie.

Thank you for your time and attention on this matter.

Sincerely,
The Ellis County Hispanic Organization



Downtown Merchant

7/6/21

Date

Beauty & Image Studio



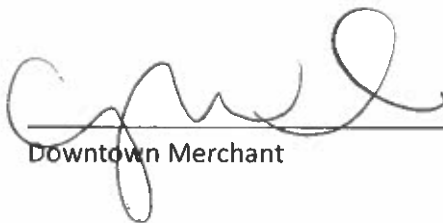
June 23, 2021

Dear Downtown Merchant,

Thank you for your time in meeting with me today for the purposes of discussing the street closure of College and Franklin Street for the Hispanic Heritage Festival, on September 2021. We are requesting your signature below in agreement of the closure if at all possible so that we may petition the City of Waxahachie.

Thank you for your time and attention on this matter.

Sincerely,
The Ellis County Hispanic Organization


Downtown Merchant

7-6-2021
Date

Bail Bonds



June 23, 2021

Dear Downtown Merchant,

Thank you for your time in meeting with me today for the purposes of discussing the street closure of College and Franklin Street for the Hispanic Heritage Festival, on September 2021. We are requesting your signature below in agreement of the closure if at all possible so that we may petition the City of Waxahachie.

Thank you for your time and attention on this matter.

Sincerely,
The Ellis County Hispanic Organization



Downtown Merchant



Date





June 1, 2021

Dear Downtown Merchant,

Thank you for your time in meeting with me today for the purposes of discussing the street closure of *Franklin and*
Jackson St South College Street for the Hispanic Heritage Festival, on September 11, 2021. We are requesting your
signature below in agreement of the closure if at all possible so that we may petition the City of
Waxahachie.

Thank you for your time and attention on this matter.

Sincerely,

The Ellis County Hispanic Organization

Bishop Law
[Signature]
Downtown Merchant
972-923-1900

[Signature]
Date *June 22 2021*



June 23, 2021

Dear Downtown Merchant,

Thank you for your time in meeting with me today for the purposes of discussing the street closure of ~~Franklin~~ ^{Jackson St} College and Franklin Street for the Hispanic Heritage Festival, on September 2021. We are requesting your signature below in agreement of the closure if at all possible so that we may petition the City of Waxahachie.

Thank you for your time and attention on this matter.

Sincerely,
The Ellis County Hispanic Organization

McGuire Law Office
Downtown Merchant

June 23, 2021
Date





June 1, 2021

Dear Downtown Merchant,

Thank you for your time in meeting with me today for the purposes of discussing the street closure of *Franklin and South College Street* for the Hispanic Heritage Festival, on September 11, 2021. We are requesting your signature below in agreement of the closure if at all possible so that we may petition the City of Waxahachie.

Thank you for your time and attention on this matter.

Sincerely,
The Ellis County Hispanic Organization

Sylvia Smith
Downtown Merchant *Trustee*

7/7/21
Date

Ellis County Museum



June 1, 2021

Dear Downtown Merchant,

Thank you for your time in meeting with me today for the purposes of discussing the street closure of South College Street for the Hispanic Heritage Festival, on September 11, 2021. We are requesting your signature below in agreement of the closure if at all possible so that we may petition the City of Waxahachie.

Thank you for your time and attention on this matter.

Sincerely,
The Ellis County Hispanic Organization

The Mex
Downtown Merchant

C Stollingsworth

7-10-21
Date



June 1, 2021

Dear Downtown Merchant,

Thank you for your time in meeting with me today for the purposes of discussing the street closure of South College Street for the Hispanic Heritage Festival, on September 11, 2021. We are requesting your signature below in agreement of the closure if at all possible so that we may petition the City of Waxahachie.

Thank you for your time and attention on this matter.

Sincerely,
The Ellis County Hispanic Organization

The Vault Smokehouse

Downtown Merchant

7/10/21

Date

* The Vault Smokehouse is excited and willing to allow the street closure as long as there are no other bbq vendors during this event.

(5e)



Application for a Festival or Event Permit

Event Name and Description: Walk a mile in our shoes - an awareness
walk for The Heights Ellis County Family Resources as a new
domestic violence resource in Ellis County. An optional
5K in the city park trail.

Applicant Information

Name: Jennifer Salzman
Address: 1881 Chuckwagon Dr.
City, State, Zip: Midlothian, TX 76065 Phone: 972-989-8938
E-mail Address: jennifer@theheightselliscounty.org

Organization Information

Organization Name: The Heights Ellis County Family Resources
Address: P.O. Box 967 Midlothian, TX 76065
Authorized Head of Organization: Jennifer Salzman
Phone: 972-989-8938 E-mail Address: jennifer@theheightsellis
county.org

Event Chairperson/Contact

Name: Jay Trull
Address: 2036 Greathouse Rd.
City, State, Zip: Waxahachie, TX 75167 Phone: 972-921-8777
E-mail Address: jay@theheightselliscounty.org

Event Information

Event Location/Address: Downtown Waxahachie and city park trail
Purpose: Awareness for The Heights as a new domestic violence
resource
Event Start Date and Time: October 2, 2021 6am
Event End Date and Time: October 2, 2021 12pm

(5e)

Approximate Number of Persons Attending Event Per Day: 1,000

Site Preparation and Set-Up Date and Time: October 2, 2021 6am

Clean-Up Completion Date and Time: October 2, 2021 12pm

List all activities that will be conducted as a part of this event including street closures, traffic control, vendor booths, etc. Include any requests for city services.

use of the courthouse steps
See attached email.

Requested City Services: law enforcement

Will food and/or beverages be available and/or sold? YES/NO ☒

If yes, contact the City Health Inspector, (469) 309-4134, for permitting requirements and compliance.

*Will alcohol be available and/or sold? YES/NO ☒

If yes, will the event be in the Historic Overlay District? YES/NO ☒

Will dumpsters be needed? _____

Will an Unmanned Aircraft Systems Unit (drone) be used? YES/NO ☒ If so, provide a copy of the current FAA License.

Please submit a site plan showing the layout of the event including equipment, stages, and street locations.

I, THE UNDERSIGNED APPLICANT, AGREE TO INDEMNIFY AND HOLD HARMLESS THE CITY OF WAXAHACHIE, ITS OFFICERS, EMPLOYEES, AGENTS, AND REPRESENTATIVES AGAINST ALL CLAIMS OF LIABILITY AND CAUSES OF ACTION RESULTING FROM INJURY OR DAMAGE TO PERSONS OR PROPERTY ARISING OUT OF THE SPECIAL EVENT. 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.

Jennifer Salmon 10/24/2021
Signature of Applicant Date

* Please note that approval of this permit does not replace/modify compliance with all applicable state laws as specified by the Texas Alcoholic Beverage Commission (TABC).

(5e)

Villarreal, Amber

From: J Trull <jay.trull@me.com>
Sent: Wednesday, July 7, 2021 2:45 PM
To: Villarreal, Amber
Subject: RE: Walk Event
Attachments: Permissionletter.docx

We plan on meeting at the northeast corner of the court house and walking north on the sidewalks of College Street until we get to the Covenant Life Church and then we will walk through their parking lot to get to Rogers Street and then walk on the sidewalks to return to the same spot at the court house. Waxahachie Police Department is a partner of ours and Chief Goolsby suggested that we stay on the sidewalks and we plan to honor all crosswalks or railroad stops. We would like to request the use of the court house steps on the north east corner for a short speech at the end of the walk. We are no longer planning to do a 5K. We are just doing a 1 mile walk as described above. A permission letter from the church is also attached. We are not seeking to close streets. Since we dropped the 5K our event time is 8am-12noon Please let me know if you need anything else.

Jay Trull

On 7/6/2021 2:26:04 PM, Villarreal, Amber <avillarreal@waxahachie.com> wrote:

Amber Villarreal, TRMC, CMC

City Secretary

City of Waxahachie

Direct (469) 309-4006 | Fax (469) 309-4003 | PO Box 757, Waxahachie, Texas 75168

www.waxahachie.com

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From: J Trull <jay.trull@me.com>
Sent: Tuesday, July 6, 2021 2:22 PM
To: Villarreal, Amber <avillarreal@waxahachie.com>
Subject: RE: Walk Event

Do you already have a 1 mile or 5K route that is normally used? On the hike and bike trail?



To whom it may concern;

July 7th 2021

On behalf of Covenant Life Church, We are excited to partner with The Heights of Ellis County for their first annual walk. They have our permission to use our outdoor space for their event on October 2nd 2021.

Thank you.

Jonathan Bell
214.980.0108
Lead Pastor

Covenant Life Christian Center
www.Covenantlife.online
972.937.5129

Covenant Life

423 N College St.
Waxahachie, TX 75165
972.937.5129
covenantlife.online

(5e)

Villarreal, Amber

From: Mosley, Laurie
Sent: Wednesday, July 7, 2021 4:11 PM
To: Villarreal, Amber; Ricky Boyd; Wade Goolsbey; Simpson, Anita; Griffith, Thomas
Cc: Scott, Michael; Lawrence, Albert; Ludwig, Tommy; Bonner, Jami; Crocker, Clarice
Subject: RE: Event Application-Walk Downtown

There is an event scheduled at Railyard Park for that day, so we need to make sure that space is not included in her plans if approved. Thank you!

From: Villarreal, Amber <avillarreal@waxahachie.com>
Sent: Wednesday, July 7, 2021 3:53 PM
To: Ricky Boyd <rboyd@waxahachiefire.org>; Wade Goolsbey <wgoolsby@waxahachiepd.org>; Simpson, Anita <asimpson@waxahachie.com>; Mosley, Laurie <Imosley@waxahachiecvb.com>; Griffith, Thomas <john.griffith@waxahachie.com>
Cc: Scott, Michael <msscott@waxahachie.com>; Lawrence, Albert <alawrence@waxahachie.com>; Ludwig, Tommy <tludwig@waxahachie.com>; Bonner, Jami <jami.bonner@waxahachie.com>; Crocker, Clarice <ccrocker@waxahachie.com>
Subject: Event Application-Walk Downtown

For your review/comments.

Thank you,

Amber Villarreal, TRMC, CMC
City Secretary
City of Waxahachie

Direct (469) 309-4006 | Fax (469) 309-4003 | PO Box 757, Waxahachie, Texas 75168
www.waxahachie.com

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(5e)

Villarreal, Amber

From: Wade Goolsby <wgoolsby@waxahachiepd.org>
Sent: Thursday, July 8, 2021 10:21 AM
To: Villarreal, Amber; Ricky Boyd; Simpson, Anita; Mosley, Laurie; Griffith, Thomas
Cc: Scott, Michael; Lawrence, Albert; Ludwig, Tommy; Bonner, Jami; Crocker, Clarice
Subject: RE: Event Application-Walk Downtown

Amber,

I have spoken with the applicant and they are going to obey traffic lights, etc. so I do not have any issues with it.

Wade G. Goolsby

Chief of Police

Waxahachie Police Department

630 Farley St.

Waxahachie, TX 75165

469-309-4414

From: Villarreal, Amber <avillarreal@waxahachie.com>
Sent: Wednesday, July 7, 2021 3:53 PM
To: Ricky Boyd <rboyd@waxahachiefire.org>; Wade Goolsby <wgoolsby@waxahachiepd.org>; Simpson, Anita <asimpson@waxahachie.com>; Mosley, Laurie <Imosley@waxahachiecvb.com>; Griffith, Thomas <john.griffith@waxahachie.com>
Cc: Michael Scott <msscott@waxahachie.com>; Albert Lawrence <alawrence@waxahachie.com>; Tommy Ludwig <tludwig@waxahachie.com>; Bonner, Jami <jami.bonner@waxahachie.com>; Crocker, Clarice <ccrocker@waxahachie.com>
Subject: Event Application-Walk Downtown

For your review/comments.

Thank you,

Amber Villarreal, TRMC, CMC

City Secretary

City of Waxahachie

Direct (469) 309-4006 | Fax (469) 309-4003 | PO Box 757, Waxahachie, Texas 75168

www.waxahachie.com

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(5e)

Villarreal, Amber

From: Boyd, Ricky <RBoyd@waxahachiefire.org>
Sent: Wednesday, July 14, 2021 10:34 AM
To: Villarreal, Amber
Subject: RE: Event Applications

Yes, sorry, I don't have any concerns with these requests.

Ricky Boyd, Fire Chief

Waxahachie Fire-Rescue
214-463-9335

From: Villarreal, Amber [mailto:avillarreal@waxahachie.com]
Sent: Wednesday, July 14, 2021 10:23 AM
To: Boyd, Ricky <RBoyd@waxahachiefire.org>
Subject: Event Applications

[EXTERNAL SENDER] – This email may be from an untrusted source. Links and attachments within this email may be at greater risk of being malicious or threatening in nature. If this is an unexpected email, please contact the sender via phone to verify authenticity prior to opening or accessing contents.

Good morning!

I'm following-up to see if you've had the chance to review the following event applications:

Markert Benefit Concert
Heights Ellis County Family Resource Walk

If you have no concerns, we'd like to get them on the 7-19-21 Council agenda for approval.

Thank you!

Amber Villarreal, TRMC, CMC
City Secretary
City of Waxahachie
Direct (469) 309-4006 | Fax (469) 309-4003 | PO Box 757, Waxahachie, Texas 75168
www.waxahachie.com

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Villarreal, Amber

(5e)

From: Simpson, Anita
Sent: Thursday, July 15, 2021 8:43 AM
To: Villarreal, Amber
Subject: RE: Event Application-Walk Downtown

NO, it's fine with me. I don't see any concerns.

From: Villarreal, Amber <avillarreal@waxahachie.com>
Sent: Thursday, July 15, 2021 8:41 AM
To: Simpson, Anita <asimpson@waxahachie.com>
Subject: FW: Event Application-Walk Downtown

Good morning,

Have you had a chance to review the attached application? If you have no concerns, we'd like to get them on the 7-19-21 Council agenda for approval.

Thank you!

Amber Villarreal, TRMC, CMC
City Secretary
City of Waxahachie
Direct (469) 309-4006 | Fax (469) 309-4003 | PO Box 757, Waxahachie, Texas 75168
www.waxahachie.com

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Attention Public Officials: A "Reply to All" of this email message could lead to violations of the Texas Open Meetings Act. If replying, please reply only to the sender.

From: Villarreal, Amber
Sent: Wednesday, July 7, 2021 3:53 PM
To: Boyd, Ricky <RBoyd@waxahachiefire.org>; Wade Goolsby <wgoolsby@waxahachiepd.org>; Simpson, Anita <asimpson@waxahachie.com>; Mosley, Laurie <Imosley@waxahachiecvb.com>; Griffith, Thomas <john.griffith@waxahachie.com>
Cc: Scott, Michael <mscott@waxahachie.com>; Lawrence, Albert <alawrence@waxahachie.com>; Ludwig, Tommy <tludwig@waxahachie.com>; Jami Bonner <jami.bonner@waxahachie.com>; Crocker, Clarice <ccrocker@waxahachie.com> <ccrocker@waxahachie.com>
Subject: Event Application-Walk Downtown

For your review/comments.

Thank you,

Amber Villarreal, TRMC, CMC
City Secretary
City of Waxahachie
Direct (469) 309-4006 | Fax (469) 309-4003 | PO Box 757, Waxahachie, Texas 75168
www.waxahachie.com

(5f)



Application for a Festival or Event Permit

Event Name and Description: MARKERT Strong BENEFIT CONCERT

PRIVATE CONCERT TO RAISE MONEY FOR B.Y.O. FIGHT AGAINST CANCER

Applicant Information

Name: ERIK BARNARD

Address: 431 S. Ring Rd

City, State, Zip: Wapakoneta OH 45165 Phone: 912 898 7541

E-mail Address: ERIK.BARNARD@ECATCO.COM

Organization Information

Organization Name: MARKERT Strong

Address: 431 S Ring Rd Wapakoneta OH 45165

Authorized Head of Organization: ERIK BARNARD

Phone: 912 898 7541 E-mail Address: ERIK.BARNARD@ECATCO.COM

Event Chairperson/Contact

Name: ERIK BARNARD

Address: 431 S Ring Rd

City, State, Zip: Wapakoneta OH 45165 Phone: 912 898 7541

E-mail Address: ERIK.BARNARD@ECATCO.COM

Event Information

Event Location/Address: RAILYARD PARK

Purpose: BENEFIT CONCERT TO HELP B.Y.O. WAPAKONETA RESIDENT WITH COSTS OF CANCER TREATMENT

Event Start Date and Time: OCT 8, 2021 6:00 - 10:30 PM

(5F)

Event End Date and Time: OCTOBER 8, 2021 10:30 PM

Approximate Number of Persons Attending Event Per Day: 400

Site Preparation and Set-Up Date and Time: OCT 8, 2021 8:00 AM

Clean-Up Completion Date and Time: OCT 9, 2021 8:00 AM

List all activities that will be conducted as a part of this event including street closures, traffic control, vendor booths, etc. Include any requests for city services.

NONE

Will food and/or beverages be available and/or sold? YES/NO

*Will alcohol be available and/or sold? YES/NO

If yes, will the event be in the Historic Overlay District? YES/NO

If food will be prepared on-site, a Temporary Food Permit must be obtained by the Environmental Health Department.

Will dumpsters be needed? NO

Will an Unmanned Aircraft Systems Unit (drone) be used? YES/NO If so, provide a copy of the current FAA License.

Please submit a site plan showing the layout of the event including equipment, stages, and street locations

I THE UNDERSIGNED APPLICANT, AGREE TO INDEMNIFY AND HOLD HARMLESS THE CITY OF WAXAHACHIE, ITS OFFICERS, EMPLOYEES, AGENTS, AND REPRESENTATIVES AGAINST ALL CLAIMS OF LIABILITY AND CAUSES OF ACTION RESULTING FROM INJURY OR DAMAGE TO PERSONS OR PROPERTY ARISING OUT OF THE SPECIAL EVENT.

Sam Baran

Signature of Applicant

7/8/2021

Date

* Please note that approval of this permit does not replace/modify compliance with all applicable state laws as specified by the Texas Alcoholic Beverage Commission (TABC).

(5f)

Villarreal, Amber

From: Mosley, Laurie
Sent: Friday, July 9, 2021 8:57 AM
To: Villarreal, Amber; Ricky Boyd; Wade Goolsbey; Skistimas, Kelly; Griffith, Thomas; Me'Lony Jordan
Cc: Scott, Michael; Ludwig, Tommy; Lawrence, Albert; Bonner, Jami; Crocker, Clarice
Subject: RE: Event Application-Markert Benefit Concert

I see no problems with this event application. Kelly Skistimas has been working with the event organizers so she's on top of things as it relates to the park.

From: Villarreal, Amber <avillarreal@waxahachie.com>
Sent: Friday, July 9, 2021 8:14 AM
To: Ricky Boyd <rboyd@waxahachiefire.org>; Wade Goolsbey <wgoolsby@waxahachiepd.org>; Mosley, Laurie <lmosley@waxahachiecvb.com>; Skistimas, Kelly <kelly.skistimas@waxahachie.com>; Griffith, Thomas <john.griffith@waxahachie.com>; Me'Lony Jordan <mjordan@waxahachie.com>
Cc: Scott, Michael <msscott@waxahachie.com>; Ludwig, Tommy <tludwig@waxahachie.com>; Lawrence, Albert <alawrence@waxahachie.com>; Bonner, Jami <jami.bonner@waxahachie.com>; Crocker, Clarice <ccrocker@waxahachie.com>
Subject: Event Application-Markert Benefit Concert

For your review/comments.

Thank you,

Amber Villarreal, TRMC, CMC
City Secretary
City of Waxahachie
Direct (469) 309-4006 | Fax (469) 309-4003 | PO Box 757, Waxahachie, Texas 75168
www.waxahachie.com

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(5F)

Villarreal, Amber

From: Gaertner, James
Sent: Friday, July 9, 2021 11:28 AM
To: Ludwig, Tommy; Me'Lony Jordan; Carrillo, Michael; Martinez, Jose; Dernovich, Kip; Lockart, Jim
Cc: Villarreal, Amber
Subject: RE: Event Application-Markert Benefit Concert

I have no comments.

James Gaertner, PE, CFM, CPM
Director of Public Works & Engineering
Office: 469-309-4301
jgaertner@waxahachie.com

From: Ludwig, Tommy <tludwig@waxahachie.com>
Sent: Friday, July 9, 2021 10:23 AM
To: Me'Lony Jordan <mjordan@waxahachie.com>; Carrillo, Michael <mcarrillo@waxahachie.com>; Martinez, Jose <jose.martinez@waxahachie.com>; Gaertner, James <jgaertner@waxahachie.com>; Dernovich, Kip <kdernovich@waxahachie.com>; Lockart, Jim <jim.lockart@waxahachie.com>
Subject: Fwd: Event Application-Markert Benefit Concert

FYI

Sent from my iPhone

Begin forwarded message:

From: "Villarreal, Amber" <avillarreal@waxahachie.com>
Date: July 9, 2021 at 8:13:43 AM CDT
To: Ricky Boyd <rboyd@waxahachiefire.org>, Wade Goolsbey <wgoolsby@waxahachiepd.org>, "Mosley, Laurie" <lmosley@waxahachiecvb.com>, "Skistimas, Kelly" <kelly.skistimas@waxahachie.com>, "Griffith, Thomas" <john.griffith@waxahachie.com>, Me'Lony Jordan <mjordan@waxahachie.com>
Cc: "Scott, Michael" <mscott@waxahachie.com>, "Ludwig, Tommy" <tludwig@waxahachie.com>, "Lawrence, Albert" <alawrence@waxahachie.com>, "Bonner, Jami" <jami.bonner@waxahachie.com>, "Crocker, Clarice" <ccrocker@waxahachie.com>
Subject: Event Application-Markert Benefit Concert

For your review/comments.

Thank you,

Amber Villarreal, TRMC, CMC
City Secretary
City of Waxahachie
Direct (469) 309-4006 | Fax (469) 309-4003 | PO Box 757, Waxahachie, Texas 75168
www.waxahachie.com

(5F)

Villarreal, Amber

From: Wade Goolsby <wgoolsby@waxahachiepd.org>
Sent: Friday, July 9, 2021 11:37 AM
To: Villarreal, Amber; Ricky Boyd; Mosley, Laurie; Skistimas, Kelly; Griffith, Thomas; Me'Lony Jordan
Cc: Scott, Michael; Ludwig, Tommy; Lawrence, Albert; Bonner, Jami; Crocker, Clarice
Subject: RE: Event Application-Markert Benefit Concert

I don't have any issues.

Wade G. Goolsby
Chief of Police
Waxahachie Police Department
630 Farley St.
Waxahachie, TX 75165
469-309-4414

From: Villarreal, Amber <avillarreal@waxahachie.com>
Sent: Friday, July 9, 2021 8:14 AM
To: Ricky Boyd <rboyd@waxahachiefire.org>; Wade Goolsby <wgoolsby@waxahachiepd.org>; Mosley, Laurie <lmosley@waxahachiecvb.com>; Skistimas, Kelly <kelly.skistimas@waxahachie.com>; Griffith, Thomas <john.griffith@waxahachie.com>; Me'Lony Jordan <mjordan@waxahachie.com>
Cc: Michael Scott <msscott@waxahachie.com>; Tommy Ludwig <tludwig@waxahachie.com>; Albert Lawrence <alawrence@waxahachie.com>; Bonner, Jami <jami.bonner@waxahachie.com>; Crocker, Clarice <ccrocker@waxahachie.com>
Subject: Event Application-Markert Benefit Concert

For your review/comments.

Thank you,

Amber Villarreal, TRMC, CMC
City Secretary
City of Waxahachie
Direct (469) 309-4006 | Fax (469) 309-4003 | PO Box 757, Waxahachie, Texas 75168
www.waxahachie.com

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(5F)

Villarreal, Amber

From: Lawrence, Albert
Sent: Friday, July 9, 2021 1:19 PM
To: Villarreal, Amber
Subject: RE: Event Application-Markert Benefit Concert

I don't have any issues.

Albert Lawrence
Assistant City Manager

City of Waxahachie
401 S. Rogers
PO Box 757
Waxahachie, TX 75165
Direct Line: 469-309-4001

From: Villarreal, Amber <avillarreal@waxahachie.com>
Sent: Friday, July 9, 2021 8:14 AM
To: Ricky Boyd <rboyd@waxahachiefire.org>; Wade Goolsbey <wgoolsby@waxahachiepd.org>; Mosley, Laurie <lmosley@waxahachiecvb.com>; Skistimas, Kelly <kelly.skistimas@waxahachie.com>; Griffith, Thomas <john.griffith@waxahachie.com>; Me'Lony Jordan <mjordan@waxahachie.com>
Cc: Scott, Michael <mscott@waxahachie.com>; Ludwig, Tommy <tludwig@waxahachie.com>; Lawrence, Albert <alawrence@waxahachie.com>; Bonner, Jami <jami.bonner@waxahachie.com>; Crocker, Clarice <ccrocker@waxahachie.com>
Subject: Event Application-Markert Benefit Concert

For your review/comments.

Thank you,

Amber Villarreal, TRMC, CMC
City Secretary
City of Waxahachie
Direct (469) 309-4006 | Fax (469) 309-4003 | PO Box 757, Waxahachie, Texas 75168
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(5f)

Villarreal, Amber

From: Me'Lony Jordan
Sent: Monday, July 12, 2021 3:03 PM
To: Randy Blaine; Villarreal, Amber
Cc: joelwarren1772@gmail.com; Barnard, Erik
Subject: Re: Event Permit

All food trucks need to have a temp event permit for this specific event which they must obtain 48 hour prior to the event. This will ensure a passing and current health inspection. Prior to the event we can touch base on the food vendors expected to attend and permitted. Please feel free to reach out to the building dept. for any assistance.

Get [Outlook for iOS](#)

From: Randy Blaine <Randy.Blaine@cnboftexas.com>
Sent: Monday, July 12, 2021 2:57:05 PM
To: Villarreal, Amber <avillarreal@waxahachie.com>
Cc: joelwarren1772@gmail.com <joelwarren1772@gmail.com>; Barnard, Erik <erik.barnard@ecatco.com>; Me'Lony Jordan <mjordan@waxahachie.com>
Subject: RE: Event Permit

If we have food on site, it will be food trucks.

Randy Blaine
Mortgage Manager
200 N. Elm Street, Waxahachie, TX 75165
Office: 972-351-5183
Fax: 972-935-7855
Cell: 972-935-7728
Randy.blaine@cnboftexas.com
www.cnboftexas.com
NMLS ID #1869218



From: Villarreal, Amber <avillarreal@waxahachie.com>
Sent: Monday, July 12, 2021 9:01 AM
To: Randy Blaine <Randy.Blaine@cnboftexas.com>
Cc: joelwarren1772@gmail.com; Barnard, Erik <erik.barnard@ecatco.com>; Me'Lony Jordan <mjordan@waxahachie.com>
Subject: [EXTN] RE: Event Permit

Good morning,

The Health Inspector is inquiring about where the food for the event is coming from. I've Cc her on this email.

Thank you,

(5P)

Villarreal, Amber

From: Drewry, Michaela
Sent: Wednesday, July 14, 2021 10:43 AM
To: Villarreal, Amber
Cc: Skistimas, Kelly
Subject: RE: Event Applications

Hey!

From Gumaro:

Markert Benefit Concert: just note that in the Railyard Park paperwork (which I assume Kelly has communicated and taken care of) they will have to bring their own sound equipment and electricity is not guaranteed

Wings Run: the event would be fine in the park but all pavilions have been rented for that day and will not be able to be used by the organization. They are allowed to set up tents and tables if they would like.

Let me know if you have any more questions

Michaela Drewry
Recreation Specialist
City of Waxahachie
Department of Parks & Recreation
Work: 469-309-4275

From: Villarreal, Amber <avillarreal@waxahachie.com>
Sent: Wednesday, July 14, 2021 10:17 AM
To: Drewry, Michaela <michaela.drewry@waxahachie.com>
Subject: Event Applications

Good morning!

Can you follow-up with Gumaro about the following event applications:

Markert Benefit Concert
Wings Run

If he has no concerns, we'd like to get them on the 7-19-21 Council agenda for approval.

Thank you!

Amber Villarreal, TRMC, CMC
City Secretary
City of Waxahachie
Direct (469) 309-4006 | Fax (469) 309-4003 | PO Box 757, Waxahachie, Texas 75168
www.waxahachie.com

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(5A)

Villarreal, Amber

From: Boyd, Ricky <RBoyd@waxahachiefire.org>
Sent: Wednesday, July 14, 2021 10:34 AM
To: Villarreal, Amber
Subject: RE: Event Applications

Yes, sorry, I don't have any concerns with these requests.

Ricky Boyd, Fire Chief

Waxahachie Fire-Rescue
214-463-9335

From: Villarreal, Amber [mailto:avillarreal@waxahachie.com]
Sent: Wednesday, July 14, 2021 10:23 AM
To: Boyd, Ricky <RBoyd@waxahachiefire.org>
Subject: Event Applications

[EXTERNAL SENDER] – This email may be from an untrusted source. Links and attachments within this email may be at greater risk of being malicious or threatening in nature. If this is an unexpected email, please contact the sender via phone to verify authenticity prior to opening or accessing contents.

Good morning!

I'm following-up to see if you've had the chance to review the following event applications:

Markert Benefit Concert
Heights Ellis County Family Resource Walk

If you have no concerns, we'd like to get them on the 7-19-21 Council agenda for approval.

Thank you!

Amber Villarreal, TRMC, CMC
City Secretary
City of Waxahachie
Direct (469) 309-4006 | Fax (469) 309-4003 | PO Box 757, Waxahachie, Texas 75168
www.waxahachie.com

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(59)



Memorandum

To: Honorable Mayor and City Council

From: Michael Scott, City Manager

Thru:

Date: July 16, 2021

Re: First Baptist Church Shared Parking with the City's Sports Complex

At their July 13, 2021 meeting, the Waxahachie Community Development Corporation unanimously approved the attached agreement to provide shared access of the Sports Complex parking lot with the First Baptist Church. This access is limited to a single parking lot, includes the ability to limit such access and would provide mutual benefit at high use times for both parties.

(59)

AGREEMENT TO SHARE PARKING

The Waxahachie Development Corporation (herein Corporation) is the owner of a tract of land adjacent to a tract of land owned by the First Baptist Church of Waxahachie (herein FBC). Both entities provide parking for those who attend events occurring on their respective properties and, at times, both entities have the need for additional parking. The purpose of this writing is to memorialize the agreement between the two entities to share respective parking facilities under the following terms and conditions:

FBC agrees, at its expense, to construct and maintain an access structure across the drainage ditch on its property to connect its property to the parking lots of Corporation. The structure will be built to current city of Waxahachie standards and the plans for the structure will be provided to Corporation for its approval prior to construction. No monetary obligation will be owed by either party to the other for the sharing of the parking facilities by the attendees of either facility.

Upon construction of the access structure, each entity will provide users of both facilities access to the parking facilities of the other. Each entity reserves the right to reasonably restrict access to their parking such as FBC limiting the use of their lots on Sunday mornings to church attenders only and Corporation requiring removal of vehicles within a reasonable time after conclusion of FBC activities.

During periods of use by FBC of Corporation's parking lots, FBC will comply with reasonable requirements of Corporation for supervision of its parking areas so that Corporation will not be required to provide such supervision.

Both parties fully intend to cooperate with the other for the mutual benefit of each other and communication between both parties is expected to be open and informal as between two neighbors; nevertheless, if a written notice is needed between the two entities, it will sent to Waxahachie Development Corporation, attention: _____ and to First Baptist Church, Attention: Financial Secretary, 450 E. Hwy, 287 Bypass, Waxahachie, TX 75165, or to any other address that may be provided in writing.

After an initial ten (10) year period has expired, either party may terminate this agreement with or without cause with six months written notice to the other party.

Executed in duplicate originals this _____ day of March, 2020.

WAXAHACHIE DEVELOPMENT CORPORATION

FIRST BAPTIST CHURCH, WAXAHACHIE

BY: _____

BY: _____, Trustee

_____, Trustee

_____, Trustee

(5th)



Memorandum

To: Honorable Mayor and City Council
From: Wade G. Goolsby, Chief of Police
Thru: Michael Scott, City Manager
Date: July 15, 2021
Re: Budget Adjustment

The purpose of this memo is to request a budget amendment that will allow the police department to recuperate procured insurance reimbursement funds used to repair a police vehicle. One of our police Patrol units was damaged while being used to perform law enforcement duties. We paid for the repairs out of our vehicle maintenance account, but the budget for the entire year is \$17,000.00 and the repair of this vehicle was approximately \$9,478.00. The purpose of this memo is to request the replacement of the funds spent out of the vehicle maintenance account for these repairs with the insurance reimbursements that were deposited in the Miscellaneous Revenue Insurance Reimbursement Revenue Account.

The City has already received insurance reimbursement funds from TML and they were posted to the Miscellaneous Revenue Insurance Reimbursement Revenue Account (100-49653). The City received a total of \$9,478.00 to repair the unit.

(54)

I am requesting that the \$9,478.00 be transferred to Account 100-210-54340 Maintenance, Purchased - Vehicle, resulting in a budget increase of the same amount. The funds will help offset the expense and ensure that funds are available for the remainder of the budget year.

(9)

Planning & Zoning Department

Zoning Staff Report

Case: ZDC-94-2021



MEETING DATE(S)

Planning & Zoning Commission: July 13, 2021

City Council: July 19, 2021

ACTION SINCE INITIAL STAFF REPORT

At the Planning & Zoning Commission meeting, held July 13, 2021, the Commission voted 7-0 to recommend approval of case number ZDC-94-2021, subject to staff comments.

CAPTION

Public Hearing on a request by Terri Atteberry, for a **Specific Use Permit (SUP)** to allow an **Accessory Building +700 SF** located at 131 Lakeshore Drive (Property ID 182032) - Owner: GERALD D SKINNER, JR & TERRI L ATTEBERRY (ZDC-94-2021)

APPLICANT REQUEST

The applicant is requesting to construct a +700 sq. ft. (1,095 sq. ft.) accessory structure on a single family property. The applicant is also requesting a side yard setback variance for the proposed structure.

CASE INFORMATION

Applicant: Terri Atteberry

Property Owner(s): Terri Atteberry

Site Acreage: 0.52 acres

Current Zoning: Planned Development-23-Single-Family-1

Requested Zoning: Planned Development-23-Single Family-1 with SUP

SUBJECT PROPERTY

General Location: 131 Lakeshore Dr.

Parcel ID Number(s): 182032

Existing Use: Single Family Residence

Development History: N/A

(9)

Table 1: Adjoining Zoning & Uses

Direction	Zoning	Current Use
North	PD-23-SF1	Undeveloped Land
East	PD-23-SF1	Single Family Residences
South	-----	Lake Waxahachie
West	PD-23-SF1	Single Family Residences

Future Land Use Plan:

Estate Residential

Comprehensive Plan:

This use is representative of traditional, single-family detached dwellings on large lots that are over one acre in size. This type of land is envisioned to primarily be located in the southern portion of the City and in the ETJ area south and west of Waxahachie.

Thoroughfare Plan:

The subject property is accessible via Lakeshore Dr.

Site Image:**PLANNING ANALYSIS****Purpose of Request:**

The applicant is requesting to construct a +700 sq. ft. (1,095 sq. ft.) accessory structure on a single family property. The applicant is also requesting a side yard setback variance for the proposed structure. Ellis County Appraisal District states that the primary structure on the property is 2,249 sq. ft. Per the City of Waxahachie Zoning Ordinance, an accessory structure that is equal to or greater than 700 square feet requires a SUP to be approved by City Council.

Proposed Use:

The applicant is requesting approval to construct a 45ft. 7in. x 24ft. x 20ft. 5in. tall accessory structure. The applicant is proposing to construct the structure out of wood and hardie siding, and intends to use the accessory structure as a garage to store cars and RV, and storage space. The applicant is also

(9)

requesting a side yard setback variance of 7 ft. 2 in. (10 ft. requirement) for the proposed structure. The location of the proposed structure is a minimum of 50ft. from the adjacent single family residence. During site visits, staff noticed there are other accessory structures within the surrounding neighborhood area.

Subject to approval of this application, an approved building permit will be required prior to the commencement of the construction. As part of the building permit review process, the Building Inspections department will ensure construction complies with all regulations.

SPECIAL EXCEPTION/VARIANCE REQUEST

Sidewalk

The side yard setback requirement is 10ft.

- The applicant is proposing a minimum 7ft. 2in. side yard setback.

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.

PROPERTY OWNER NOTIFICATION RESPONSES

Staff received two (2) letters of support for the proposed development.

- Staff also received eight (8) letters of neighborhood responses (support) from surrounding neighbors.

RECOMMENDATION

Based on the details provided in this Staff Report and the present status of the documents subject to the request, the Planning and Zoning Department recommends:

- ☐ Denial
- ☐ Approval, as presented.
- ☒ **Approval, per the following comments:**

1. The applicant will need to obtain a building permit from the City of Waxahachie Building Inspections department prior to construction of the proposed structure.
2. A concrete drive that leads from the home to the accessory structure shall be provided by the applicant.
3. The structure shall not be used as a dwelling.

ATTACHED EXHIBITS

1. Property Owner Notification Responses
2. Neighborhood Responses
3. Ordinance
4. Location Exhibit
5. Site Layout Plan
6. Staff Report

APPLICANT REQUIREMENTS

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

(9)

STAFF CONTACT INFORMATION

Prepared by:
Colby Collins
Planning Manager
ccollins@waxahachie.com

Reviewed by:
Shon Brooks, AICP
Director of Planning
sbrooks@waxahachie.com

(9.)

Property ID	Owner's Name	Acres	Legal Description	Owner's Address	Owner's City	Owner's State	Owner's ZIP	Physical Address
174067	FROST JEFFREY E & PATRICIA S	0.358	7 HIGHTOWER 0.358 ACRES	137 LAKESHORE DR	WAXAHACHIE	TX	75165	137 LAKESHORE DR WAXAHACHIE TX 75165
174068	LAWTON JAMES W & PATRICIA A	0.574	8 HIGHTOWER 0.574 ACRES	135 LAKESHORE DR	WAXAHACHIE	TX	75165	135 LAKE SHORE DR WAXAHACHIE TX 75165
181950	HOUGH ALAN & PAMELA	0.411	272 S M DURRETT 0.411 ACRES	127 LAKESHORE DR	WAXAHACHIE	TX	75165	127 LAKE SHORE DR WAXAHACHIE TX 75165
182589	TODD LAURIE L & WESLEY M HIGHTOWER ETAL	88	272 S M DURRETT 88 ACRES	208 MOONDA DR	WAXAHACHIE	TX	75165	LAKE SHORE DR WAXAHACHIE TX 75165
182590	HOUGH ALAN & PAMELA	0.411	272 S M DURRETT 0.411 ACRES	127 LAKESHORE DR	WAXAHACHIE	TX	75165	127 LAKE SHORE DR WAXAHACHIE TX 75165
182592	SKINNER GERALD D JR & ATTORNEY TERRI L	0.52	272 S M DURRETT 0.52 ACRES	131 LAKE SHORE DR	WAXAHACHIE	TX	75165	131 LAKE SHORE DR WAXAHACHIE TX 75165
182593	HOUGH ALAN & PAMELA	0.411	272 S M DURRETT 0.411 ACRES	127 LAKESHORE DR	WAXAHACHIE	TX	75165	127 LAKE SHORE DR WAXAHACHIE TX 75165

(9)

Case Number: **ZDC-94-2021**

City Reference: 182031

Your response to this notification is optional. If you choose to respond, please return this form by 5:00 P.M. on **Tuesday, July 6, 2021** 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, 401 South Rogers Street, Waxahachie, TX 75165.

Comments: ☒ SUPPORT

☐ OPPOSE

RECEIVED JUN 30 2021

Signature

Date

Printed Name and Title

Address

It is a crime to knowingly submit a false zoning reply form. (Texas Penal Code 37.10)

If you are not the addressee at the top of this form, but would like to submit a response, please contact the City for a blank form.



(9)

City of Waxahachie, Texas
Notice of Public Hearing
Case Number: ZDC-94-2021

~~\$ 713.80~~
~~MONARCH~~
~~48.40~~
~~HSCC~~

DROLET ROBERT L & MICHELLE M
128 LAKESHORE DR
WAXAHACHIE, TX 75165

The Waxahachie Planning & Zoning Commission will hold a Public Hearing on Tuesday, July 13, 2021 at 7:00 p.m. and the Waxahachie City Council will hold a Public Hearing on Monday, July 19, 2021 at 7:00 p.m. in the Council Chamber at the Waxahachie City Hall, 401 South Rogers Street, Waxahachie, Texas to consider the following:

1. Request by Terri Atteberry, for a **Specific Use Permit (SUP)** for **Accessory Building +700 SF** located at 131 Lakeshore Drive (Property ID 182032) - Owner: GERALD D SKINNER, JR & TERRI L ATTEBERRY (ZDC-94-2021)

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-94-2021

City Reference: 233849

Your response to this notification is optional. If you choose to respond, please return this form by 5:00 P.M. on **Tuesday, July 6, 2021** 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, 401 South Rogers Street, Waxahachie, TX 75165.

☒ **SUPPORT**

☐ **OPPOSE**

Comments:

WE BELIEVE THEY SHOULD BE ABLE TO DO
WHATEVER THEY WANT ON THEIR PROPERTY.


Signature

1 JUL 21
Date

ROBERT DROLET
Printed Name and Title

128 LAKESHORE DR
Address

It is a crime to knowingly submit a false zoning reply form. (Texas Penal Code 37.10)

If you are not the addressee at the top of this form, but would like to submit a response, please contact the City for a blank form.

(9)

**LETTER OF CONSENT FROM NEIGHBORS
FOR REQUEST OF VARIANCE/YARD REDUCTION AND SPECIFIC USE PERMIT (SUP)**

Owner: Terri Atteberry and Gerald Skinner, Jr.

Project Address: 131 Lake Shore Dr., Waxahachie, TX 75165

Scope of Work: Residential Alteration including 1,095 S.F. Detached Garage

Date:

REQUEST:

VARIANCE REQUEST: To allow for a reduced variance from 10' to 7'2" on side yard as required by Code and as indicated in the attached plans. I certify that the plans presented to the neighbor for his/her review are identical to those plans for which a Specific Use Permit (SUP) is being requested:

SPECIFIC USE PERMIT REQUEST: To allow for construction of a 1,095 S.F. Detached Garage with wall height of 16' which exceeds allowed wall height of 12' and allowed 700 square feet. The height at highest pitch is 20'5".

I certify that the plans presented to the neighbor for his/her review are identical to those plans for which a building permit is being requested:



Terri Atteberry

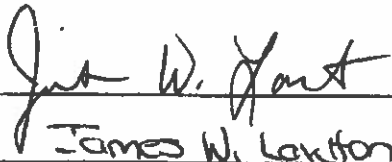
To Whom it may Concern:

I, James W. Lawton, am the legal owner of property located

at 135 Lakeshore Dr., Waxahachie, TX 75165

which is located on the same street to the project address. I am aware that a variance/yard reduction and Specific Use Permit (SUP) is being applied for at the subject property and have reviewed the plans presented to me by the petitioner for the proposed construction.

I HAVE NO OBJECTION TO GRANTING MY CONSENT FOR THE AFOREMENTIONED REQUEST FOR VARIANCE/YARD REDUCTION AND SPECIFIC USE PERMIT REQUEST.



Signature

James W. Lawton

Print Name

6-19-21

Date

(9)

**LETTER OF CONSENT FROM NEIGHBORS
FOR REQUEST OF VARIANCE/YARD REDUCTION AND SPECIFIC USE PERMIT (SUP)**

Owner: Terri Atteberry and Gerald Skinner, Jr.

Project Address: 131 Lake Shore Dr., Waxahachie, TX 75165

Scope of Work: Residential Alteration including 1,095 S.F. Detached Garage

Date:

REQUEST:

VARIANCE REQUEST: To allow for a reduced variance from 10' to 7'2" on side yard as required by Code and as indicated in the attached plans. I certify that the plans presented to the neighbor for his/her review are identical to those plans for which a Specific Use Permit (SUP) is being requested:

SPECIFIC USE PERMIT REQUEST: To allow for construction of a 1,095 S.F. Detached Garage with wall height of 16' which exceeds allowed wall height of 12' and allowed 700 square feet. The height at highest pitch is 20'5".

I certify that the plans presented to the neighbor for his/her review are identical to those plans for which a building permit is being requested:



Terri Atteberry

To Whom it may Concern:

I, Terri Kennedy, am the legal owner of property located

at 129 Lakeshore Dr., Waxahachie, TX 75165

which is located on the same street to the project address. I am aware that a variance/yard reduction and Specific Use Permit (SUP) is being applied for at the subject property and have reviewed the plans presented to me by the petitioner for the proposed construction.

I HAVE NO OBJECTION TO GRANTING MY CONSENT FOR THE AFOREMENTIONED REQUEST FOR VARIANCE/YARD REDUCTION AND SPECIFIC USE PERMIT REQUEST.



Signature

Terri Kennedy

Print Name

6-21-21

Date

(9)

**LETTER OF CONSENT FROM NEIGHBORS
FOR REQUEST OF VARIANCE/YARD REDUCTION AND SPECIFIC USE PERMIT (SUP)**

Owner: Terri Atteberry and Gerald Skinner, Jr.
Project Address: 131 Lake Shore Dr., Waxahachie, TX 75165
Scope of Work: Residential Alteration including 1,095 S.F. Detached Garage
Date:

REQUEST:

VARIANCE REQUEST: To allow for a reduced variance from 10' to 7'2" on side yard as required by Code and as indicated in the attached plans. I certify that the plans presented to the neighbor for his/her review are identical to those plans for which a Specific Use Permit (SUP) is being requested:

SPECIFIC USE PERMIT REQUEST: To allow for construction of a 1,095 S.F. Detached Garage with wall height of 16' which exceeds allowed wall height of 12' and allowed 700 square feet. The height at highest pitch is 20'5".

I certify that the plans presented to the neighbor for his/her review are identical to those plans for which a building permit is being requested:



Terri Atteberry

To Whom it may Concern:

I, JEFFREY E. FROST, am the legal owner of property located

at 137 LAKESHORE DRIVE
which is located on the same street to the project address. I am aware that a variance/yard reduction and Specific Use Permit (SUP) is being applied for at the subject property and have reviewed the plans presented to me by the petitioner for the proposed construction.

I HAVE NO OBJECTION TO GRANTING MY CONSENT FOR THE AFOREMENTIONED REQUEST FOR VARIANCE/YARD REDUCTION AND SPECIFIC USE PERMIT REQUEST.


JEFFREY E. FROST Signature
JEFFREY E. FROST Print Name
19 JUNE 21 Date

(9)

**LETTER OF CONSENT FROM NEIGHBORS
FOR REQUEST OF VARIANCE/YARD REDUCTION AND SPECIFIC USE PERMIT (SUP)**

Owner: Terri Atteberry and Gerald Skinner, Jr.

Project Address: 131 Lake Shore Dr., Waxahachie, TX 75165

Scope of Work: Residential Alteration including 1,095 S.F. Detached Garage

Date:

REQUEST:

VARIANCE REQUEST: To allow for a reduced variance from 10' to 7'2" on side yard as required by Code and as indicated in the attached plans. I certify that the plans presented to the neighbor for his/her review are identical to those plans for which a Specific Use Permit (SUP) is being requested:

SPECIFIC USE PERMIT REQUEST: To allow for construction of a 1,095 S.F. Detached Garage with wall height of 16' which exceeds allowed wall height of 12' and allowed 700 square feet. The height at highest pitch is 20'5".

I certify that the plans presented to the neighbor for his/her review are identical to those plans for which a building permit is being requested:



Terri Atteberry

To Whom it may Concern:

I, Darla Chester, am the legal owner of property located

at 126 Lakeshore Dr., Waxahachie, TX 75165

which is located on the same street to the project address. I am aware that a variance/yard reduction and Specific Use Permit (SUP) is being applied for at the subject property and have reviewed the plans presented to me by the petitioner for the proposed construction.

I HAVE NO OBJECTION TO GRANTING MY CONSENT FOR THE AFOREMENTIONED REQUEST FOR VARIANCE/YARD REDUCTION AND SPECIFIC USE PERMIT REQUEST.



Signature

Darla Chester

Print Name

7-13-21

Date

(9)

**LETTER OF CONSENT FROM NEIGHBORS
FOR REQUEST OF VARIANCE/YARD REDUCTION AND SPECIFIC USE PERMIT (SUP)**

Owner: Terri Atteberry and Gerald Skinner, Jr.
Project Address: 131 Lake Shore Dr., Waxahachie, TX 75165
Scope of Work: Residential Alteration including 1,095 S.F. Detached Garage
Date:

REQUEST:

VARIANCE REQUEST: To allow for a reduced variance from 10' to 7'2" on side yard as required by Code and as indicated in the attached plans. I certify that the plans presented to the neighbor for his/her review are identical to those plans for which a Specific Use Permit (SUP) is being requested:

SPECIFIC USE PERMIT REQUEST: To allow for construction of a 1,095 S.F. Detached Garage with wall height of 16' which exceeds allowed wall height of 12' and allowed 700 square feet. The height at highest pitch is 20'5".

I certify that the plans presented to the neighbor for his/her review are identical to those plans for which a building permit is being requested:



Terri Atteberry

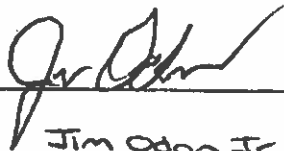
To Whom it may Concern:

I, Jim R. Odom Jr., am the legal owner of property located

at 205 Lakeshore Dr., Waxahachie, TX 75165

which is located on the same street to the project address. I am aware that a variance/yard reduction and Specific Use Permit (SUP) is being applied for at the subject property and have reviewed the plans presented to me by the petitioner for the proposed construction.

I HAVE NO OBJECTION TO GRANTING MY CONSENT FOR THE AFOREMENTIONED REQUEST FOR VARIANCE/YARD REDUCTION AND SPECIFIC USE PERMIT REQUEST.



Signature

Jim Odom Jr

Print Name

6-19-21

Date

(9)

**LETTER OF CONSENT FROM NEIGHBORS
FOR REQUEST OF VARIANCE/YARD REDUCTION AND SPECIFIC USE PERMIT (SUP)**

Owner: Terri Atteberry and Gerald Skinner, Jr.
Project Address: 131 Lake Shore Dr., Waxahachie, TX 75165
Scope of Work: Residential Alteration including 1,095 S.F. Detached Garage
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Terri Atteberry

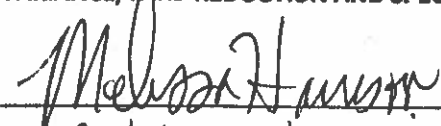
To Whom it may Concern:

I, Melissa Harrison, am the legal owner of property located

at 200 Lakeshore Dr., Waxahachie, TX 75165

which is located on the same street to the project address. I am aware that a variance/yard reduction and Specific Use Permit (SUP) is being applied for at the subject property and have reviewed the plans presented to me by the petitioner for the proposed construction.

I HAVE NO OBJECTION TO GRANTING MY CONSENT FOR THE AFOREMENTIONED REQUEST FOR VARIANCE/YARD REDUCTION AND SPECIFIC USE PERMIT REQUEST.



Signature

Melissa Harrison

Print Name

6-20-2021

Date

(9)

**LETTER OF CONSENT FROM NEIGHBORS
FOR REQUEST OF VARIANCE/YARD REDUCTION AND SPECIFIC USE PERMIT (SUP)**

Owner: Terri Atteberry and Gerald Skinner, Jr.
Project Address: 131 Lake Shore Dr., Waxahachie, TX 75165
Scope of Work: Residential Alteration including 1,095 S.F. Detached Garage
Date:

REQUEST:

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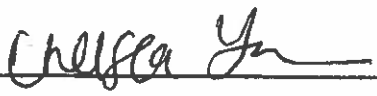


Terri Atteberry

To Whom It may Concern:

I, Chelsea LaFleur, am the legal owner of property located
at 223 Lakeshore Dr., Waxahachie, TX 75165
which is located on the same street to the project address. I am aware that a variance/yard reduction and Specific Use Permit (SUP) is being applied for at the subject property and have reviewed the plans presented to me by the petitioner for the proposed construction.

I HAVE NO OBJECTION TO GRANTING MY CONSENT FOR THE AFOREMENTIONED REQUEST FOR VARIANCE/YARD REDUCTION AND SPECIFIC USE PERMIT REQUEST.



Chelsea LaFleur

6-19-21

Signature
Print Name
Date

(9)

**LETTER OF CONSENT FROM NEIGHBORS
FOR REQUEST OF VARIANCE/YARD REDUCTION AND SPECIFIC USE PERMIT (SUP)**

Owner: Terri Atteberry and Gerald Skinner, Jr.

Project Address: 131 Lake Shore Dr., Waxahachie, TX 75165

Scope of Work: Residential Alteration including 1,095 S.F. Detached Garage

Date:

REQUEST:

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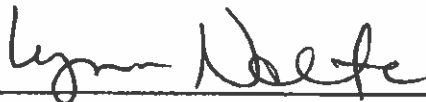


Terri Atteberry

To Whom it may Concern:

I, Lynn Nolte, am the legal owner of property located at 309 Lakeshore Dr, Waxahachie, TX which is located on the same street to the project address. I am aware that a variance/yard reduction and Specific Use Permit (SUP) is being applied for at the subject property and have reviewed the plans presented to me by the petitioner for the proposed construction.

I HAVE NO OBJECTION TO GRANTING MY CONSENT FOR THE AFOREMENTIONED REQUEST FOR VARIANCE/YARD REDUCTION AND SPECIFIC USE PERMIT REQUEST.



Lynn Nolte

6-19-21

Signature
Print Name
Date

(10)

ORDINANCE NO. _____

AN ORDINANCE AUTHORIZING A SPECIFIC USE PERMIT (SUP) TO PERMIT A +700 SQUARE FOOT ACCESSORY BUILDING USE WITHIN A PLANNED DEVELOPMENT-23-SINGLE FAMILY-1 (PD-23-SF1) ZONING DISTRICT, LOCATED AT 131 LAKESHORE DRIVE, PROPERTY ID 182032, BEING ABSTRACT 272 OF THE S M DURRETT SURVEY, IN THE CITY OF WAXAHACHIE, ELLIS COUNTY, TEXAS, 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 PD-23-SF1; 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-94-2021. 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 PD-23-SF1 to PD-23-SF1, with an SUP in order to permit an accessory building exceeding 700 square feet on the following property: Abstract 272 of the S M Durrett Survey, which is shown on Exhibit A, Site Layout Plan attached as Exhibit B, and Staff Report 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 Zoning Ordinance.

Specific Use Permit

FOR OPERATION OF A SPECIFIC USE PERMIT FOR A +700 SQUARE FOOT ACCESSORY BUILDING USE IN THE PLANNED DEVELOPMENT-23-SINGLE FAMILY-1 (PD-23-SF1) DISTRICT; the following standards and conditions are hereby established as part of this ordinance:

1. The site plan shall conform as approved by the City Council under case number ZDC-94-2021.
2. The development shall adhere to the City Council approved in Exhibit A- Location Exhibit, Exhibit B – Site Layout Plan, and Exhibit C – Staff Report.
3. The applicant will need to obtain a building permit from the City of Waxahachie Building Inspections department prior to construction of the proposed structure.
4. The minimum side yard setback for the accessory building shall be 7ft. 2in.
5. A concrete drive that leads from the home to the accessory structure shall be provided by the applicant.
6. The accessory structure shall not be used as a dwelling.
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. City Council reserves the right to review the Specific Use Permit at any point in the future, if needed.

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. 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 19th day of July, 2021.

(10)

MAYOR

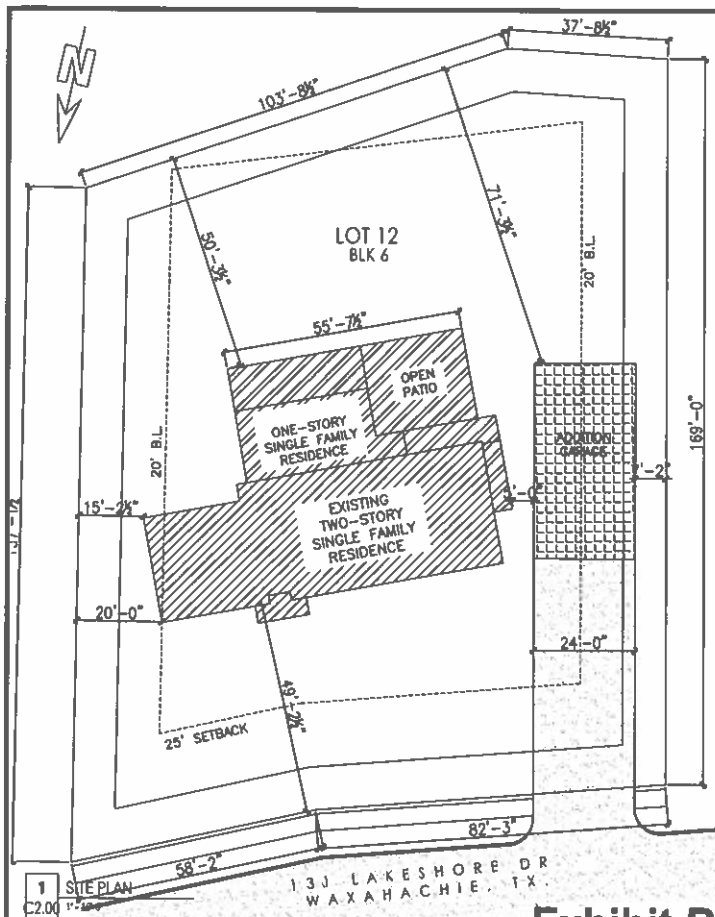
ATTEST:

City Secretary

(10)



(10)



PROJECT INFORMATION	
ZONING	PD-SF-1 PLANNED DEVELOPMENT Single Family 1
LEGAL	272 S M DURRETT
DESCRIPTION	0.52 ACRES
CONSTRUCTION TYPE	III-A

PROJECT AREA CALCULATIONS	
EXISTING LIVING AREA (AC)	TOTAL FINISHED AC
FIRST FLOOR 1,553 S.F.	3,512 S.F.
SECOND FLOOR 888 S.F.	TOTAL UNDER ROOF
REMODEL LIVING AREA (AC)	3,975 S.F.
FIRST FLOOR 888 S.F.	FOOTPRINT
ADDITION (AC)	3,328 S.F.
FIRST FLOOR 587 S.F.	
EXISTING UNCONDITION AREA	LOT USAGE
CONV. PORCH 88 S.F.	FOOTPRINT 3,975 S.F.
PROP. UNCONDITION AREA	LOT SIZE 22,851 S.F.
CONV. PORCH 120 S.F.	NEW ROOF AREA 18,887 S.F.
CONV. PORCH 315 S.F.	% OF LOT 17.5 %
DETACHED GARAGE 1,835 S.F.	



1 VICINITY MAP
C2.00 FOR REFERENCE ONLY

SEAL

CONSTRUCTION CONSULTING, INC.
Planning and Engineering & Survey Services
317 E. Jefferson Blvd.
Dallas, TX 75203
Tel: 214 742-2244
Fax: 214 742-2244

REVISIONS		
SYMBOL	DESCRIPTION	DATE

ADDRESS
131 LAKESHORE DR.
WAXAHACHIE, TEXAS
75165

DATE
05/14/2021

DRAWN BY
MCR

CHECKED BY
MCR

DESCRIPTION
Detached garage

SCALE
1" = 10'-0"

SHEET TITLE
SITE PLAN

SHEET #
C2.00

FILE NAME
C2.00_SITE_PLAN

Exhibit B - Site Layout Plan

Exhibit C - Staff Report (10)

Planning & Zoning Department

Zoning Staff Report

Case: ZDC-94-2021



MEETING DATE(S)

Planning & Zoning Commission: July 13, 2021

City Council: July 19, 2021

ACTION SINCE INITIAL STAFF REPORT

At the Planning & Zoning Commission meeting, held July 13, 2021, the Commission voted 7-0 to recommend approval of case number ZDC-94-2021, subject to staff comments.

CAPTION

Public Hearing on a request by Terri Atteberry, for a **Specific Use Permit (SUP)** to allow an **Accessory Building +700 SF** located at 131 Lakeshore Drive (Property ID 182032) - Owner: GERALD D SKINNER, JR & TERRI L ATTEBERRY (ZDC-94-2021)

APPLICANT REQUEST

The applicant is requesting to construct a +700 sq. ft. (1,095 sq. ft.) accessory structure on a single family property. The applicant is also requesting a side yard setback variance for the proposed structure.

CASE INFORMATION

Applicant: Terri Atteberry

Property Owner(s): Terri Atteberry

Site Acreage: 0.52 acres

Current Zoning: Planned Development-23-Single-Family-1

Requested Zoning: Planned Development-23-Single Family-1 with SUP

SUBJECT PROPERTY

General Location: 131 Lakeshore Dr.

Parcel ID Number(s): 182032

Existing Use: Single Family Residence

Development History: N/A

Exhibit C - Staff Report (10)

Table 1: Adjoining Zoning & Uses

Direction	Zoning	Current Use
North	PD-23-SF1	Undeveloped Land
East	PD-23-SF1	Single Family Residences
South	-----	Lake Waxahachie
West	PD-23-SF1	Single Family Residences

Future Land Use Plan:

Estate Residential

Comprehensive Plan:

This use is representative of traditional, single-family detached dwellings on large lots that are over one acre in size. This type of land is envisioned to primarily be located in the southern portion of the City and in the ETJ area south and west of Waxahachie.

Thoroughfare Plan:

The subject property is accessible via Lakeshore Dr.

Site Image:



PLANNING ANALYSIS

Purpose of Request:

The applicant is requesting to construct a +700 sq. ft. (1,095 sq. ft.) accessory structure on a single family property. The applicant is also requesting a side yard setback variance for the proposed structure. Ellis County Appraisal District states that the primary structure on the property is 2,249 sq. ft. Per the City of Waxahachie Zoning Ordinance, an accessory structure that is equal to or greater than 700 square feet requires a SUP to be approved by City Council.

Proposed Use:

The applicant is requesting approval to construct a 45ft. 7in. x 24ft. x 20ft. 5in. tall accessory structure. The applicant is proposing to construct the structure out of wood and hardie siding, and intends to use the accessory structure as a garage to store cars and RV, and storage space. The applicant is also

Exhibit C - Staff Report (10)

requesting a side yard setback variance of 7 ft. 2 in. (10 ft. requirement) for the proposed structure. The location of the proposed structure is a minimum of 50ft. from the adjacent single family residence. During site visits, staff noticed there are other accessory structures within the surrounding neighborhood area.

Subject to approval of this application, an approved building permit will be required prior to the commencement of the construction. As part of the building permit review process, the Building Inspections department will ensure construction complies with all regulations.

SPECIAL EXCEPTION/VARIANCE REQUEST

Sidewalk

The side yard setback requirement is 10ft.

- The applicant is proposing a minimum 7ft. 2in. side yard setback.

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.

PROPERTY OWNER NOTIFICATION RESPONSES

Staff received two (2) letters of support for the proposed development.

- Staff also received eight (8) letters of neighborhood responses (support) from surrounding neighbors.

RECOMMENDATION

Based on the details provided in this Staff Report and the present status of the documents subject to the request, the Planning and Zoning Department recommends:

- ☐ Denial
- ☐ Approval, as presented.
- ☒ **Approval, per the following comments:**

1. The applicant will need to obtain a building permit from the City of Waxahachie Building Inspections department prior to construction of the proposed structure.
2. A concrete drive that leads from the home to the accessory structure shall be provided by the applicant.
3. The structure shall not be used as a dwelling.

ATTACHED EXHIBITS

1. Property Owner Notification Responses
2. Neighborhood Responses
3. Ordinance
4. Location Exhibit
5. Site Layout Plan
6. Staff Report

APPLICANT REQUIREMENTS

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

Exhibit C - Staff Report (10)

STAFF CONTACT INFORMATION

Prepared by:

Colby Collins

Planning Manager

ccollins@waxahachie.com

Reviewed by:

Shon Brooks, AICP

Director of Planning

sbrooks@waxahachie.com