

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, Waxahachie, Texas, on ***Monday, October 17, 2022 at 7:00 p.m.***

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

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

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

- a. Minutes of the City Council meeting of October 3, 2022
- b. Minutes of the City Council briefing of October 3, 2022
- c. Event application for CHMC Fall Festival to be held October 28, 2022
- d. Event application of 80's Family Night to be held on October 30, 2022
- e. Event application for Community Tree Lighting & Parade to be held on November 29, 2022
- f. Cooperative Purchasing Agreement with Sourcewell for various goods and services
- g. Cooperative Interlocal Agreement with 1 Governmental Procurement Alliance for various goods and services
- h. Interlocal Agreement with Lubbock County for various goods and services
- i. Supplemental appropriation for insurance reimbursement to the Parks Department Budget in the amount of \$16,236.42
- j. Resolution denying a rate increase request by Oncor Electric Delivery Company, LLC
- k. Renewal of Sodium Chlorite purchase and Chlorine Dioxide Generator Rental Agreements at the Howard Road and Robert W. Sokoll Water Treatment Plants

1. Authorize staff to make any necessary closures/traffic flow modifications to accommodate Halloween activities in and around West Marvin Ave.
6. **Introduce** Honorary Councilmember
7. **Public Hearing** on a request by Reginald Levingston, for a Specific Use Permit (SUP) for an Accessory Structure +700sf, use within a Single Family-3 (SF-3) zoning district located at 110 Elder St (Property ID 171560) - Owner: REGINALD LEVINGSTON (ZDC-93-2022)
8. **Consider** proposed Ordinance approving ZDC-93-2022
9. **Consider** quote for services and authorizing an agreement with Musco Sports Lighting, LLC for the purchase and installation of athletic field lighting at Lee Penn Park
10. **Consider** bid awards and authorization of contracts for Lawn Maintenance and Landscaping Services for the City
11. **Consider** approval of a change order to a Construction Services Agreement with Dailey Construction, Inc. for Wastewater Main Improvements along Wyatt Street and Hill Street Branch
12. **Consider** approval of a Professional Services Agreement with Birkhoff, Hendricks, and Carter, LLP for Distribution Line-Lofland/Ovilla Road Loop Phase 2 Project W-W-11C
13. **Consider** approval of a Quote from Odessa Pumps to Repair Lake Bardwell Pump Station No. 1 Pump and Motor
14. Comments by Mayor, City Council, City Attorney and City Manager
15. 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

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, Waxahachie, Texas, on Monday, October 3, 2022 at 7:00 p.m.

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

Others Present: Michael Scott, City Manager
Albert Lawrence, Deputy City Manager
Robert Brown, City Attorney
Jami Bonner, Assistant City Secretary

1. Call to Order

Mayor David Hill called the meeting to order.

2. Invocation

3. Pledge of Allegiance and Texas Pledge of Allegiance

City Manager Michael Scott gave the invocation. Council Member Patrick Souter led the Pledge of Allegiance and the Texas Pledge of Allegiance.

4. Public Comments

Kimberly Holman, 713 Nandina Way, Waxahachie, Texas, thanked the City Council for approving event applications for "C10s in the Park" and "C10s Party on the Square" as the events benefitted two Waxahachie non-profits including Waxahachie Care.

Peggy Crabtree, 607 W. Jefferson St., Waxahachie, Texas, requested assistance with dumped furniture off of Railroad St. along the railroad tracks and asked the City to consider either closing a portion of Railroad St. or provide road maintenance.

Alan Fox, 327 University St., Waxahachie, Texas, applauded the City Council for supporting City staff with confidence. He recognized City Manager Michael Scott's abilities to lead the city of Waxahachie into the future.

5. Consent Agenda

- a. Minutes of the City Council meeting of September 19, 2022
- b. Minutes of the City Council briefing of September 19, 2022
- c. Event application for Waxahachie Homecoming Parade on October 14, 2022
- d. Event application for Christmas Movie Festival to be held December 16, 2022 at Railyard Park
- e. Interlocal Agreement with Ellis County Jail for detention services

(5a)

- f. Interlocal Agreement with Ellis County for the purchase of various goods and services
- g. Cooperative Purchasing Agreement with OMNIA Partners

Action:

Council Member Billie Wallace moved to approve items a. through g. on the Consent Agenda. Mayor Pro Tem Chris Wright seconded, All Ayes.

6. Introduce Honorary Councilmember

Mayor Pro Tem Chris Wright introduced and welcomed Madilyn "Maddie" Dunn as the Honorary Councilmember for the month of October. Ms. Dunn is a Junior at Waxahachie High School where she is an "A" honor roll student, AP scholar, and ranks in the top 1% of her class. She's the 1st Lieutenant of the National Champions Cherokee Charmer Drill Team, Student Council Secretary for the Junior class, Business Manager and Junior Editor of the yearbook staff, member of the Broadcast Media Program, and an active member in the Interact Club. Ms. Dunn serves on the Youth Leadership Team at the First Baptist Church of Waxahachie and works part time. She hopes to continue her dance training in college and is interested in pursuing a career in communications and nursing.

8. Present Proclamation proclaiming October 5, 2022 as "World Teachers' Day"

Mayor Hill presented Proclamation proclaiming October 5, 2022 as "World Teachers' Day" and presented it to Waxahachie ISD teachers and members of the Board of Trustees.

7. Present Proclamation proclaiming October 2022 as "National Community Planning Month"

Mayor Hill presented Proclamation proclaiming October 2022 as "National Community Planning Month" and presented it to members of the Planning and Zoning Commission and City of Waxahachie Planning Department staff.

9. Consider proposed Ordinance amending Article VIII, "Animal Care Advisory Committee," Chapter 6, "Animals and Fowl," of the Waxahachie City Code and appoint members

ORDINANCE NO. 3346

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WAXAHACHIE, TEXAS, AMENDING ARTICLE VIII, "ANIMAL CARE ADVISORY COMMITTEE," CHAPTER 6, "ANIMALS AND FOWL," OF THE WAXAHACHIE CITY CODE AND PROVIDING FOR AN EFFECTIVE DATE

Action:

Council Member Billie Wallace moved to approve Ordinance No. 3346 and appoint Ms. Cherie Batsel to the Animal Care Advisory Committee. Council Member Patrick Souter seconded, All Ayes.

(5a)

10. Consider approval of a contract with Capco Telecom LLC for the City of Waxahachie Water/Sewer Management and Security Measures Project

Richard Abernethy, Director of Administrative Services, requested approval of a contract with Capco Telecom LLC for the City of Waxahachie Water/Sewer Management and Security Measures Project. He noted the City Council was briefed in September of 2021 on recommended projects that could be funded with Coronavirus Local Fiscal Recovery Funds (CLFRF) and the Water/Sewer Management and Security Measure Project was identified as a project to move forward utilizing these funds. This will allow the City to improve its SCADA communication systems and enhance security of the water and wastewater infrastructure.

Action:

Council Member Billie Wallace moved to approve a contract with Capco Telecom LLC for the City of Waxahachie Water/Sewer Management and Security Measures Project. Council Member Travis Smith seconded. All Ayes.

11. Consider contract price increase for concrete services with G.A.W. Construction Services

James Gaertner, Director of Public Works and Engineering, requested approval of a contract price increase for concrete services with G.A.W. Construction Services. He explained the City of Waxahachie entered into an Interlocal Agreement with the City of Midlothian. Through the agreement, the City of Waxahachie has hired G.A.W. Construction Services for miscellaneous concrete work throughout the city. He explained the City of Midlothian recently approved an increase with G.A.W. Construction Services due to inflation. In order to continue to utilize G.A.W. Construction Services for various smaller concrete projects without having to go out for bid for each project, City staff requests approval of the contract price increase.

Council Member Travis Smith asked if this would be a good opportunity to receive bids from other contractors. Mr. Gaertner replied it is an option, but after researching the market, the increase seems to be on par with what other contractors are bidding. He explained that without a contract in place, the City would have to bid out various small projects individually that may delay the process.

Council Member Billie Wallace asked Mr. Gaertner to explain the increase percentage. Mr. Gaertner replied G.A.W. Construction Services' item list indicates some items will increase by 8.5%, some by 11%, and others by 0%.

Mayor Pro Tem Wright asked Mr. Gaertner if partnering with the City of Midlothian through an interlocal agreement offers pricing similar to bulk pricing for smaller projects. Mr. Gaertner confirmed.

Council Member Patrick Souter inquired about the length of the contract the City of Midlothian has with the contractor. Mr. Gaertner replied the contract began in 2021 and can be extended up to three years when the contract will need to be considered again.

(5a)

Action:

Council Member Billie Wallace moved to approve a contract price increase for concrete services with G.A.W. Construction Services. Council Member Travis Smith seconded. All Ayes.

12. Consider award of a construction contract to Dake Construction for Howard Road Treatment Plant Filter No. 3 Rehabilitation

David Bailey, Senior Director of Utilities, requested consideration of an award of a construction contract to Dake Construction for Howard Road Water Treatment Plant No. 3 Rehabilitation in the amount of \$189,400 with a contingency of \$18,940. He explained the underdrain system failed earlier in 2022 and has been out of service since that time.

Action:

Council Member Billie Wallace moved to approve award of a construction contract to Dake Construction for Howard Road Plant Filter No. 3 Rehabilitation. Council Member Travis Smith seconded. All Ayes.

13. Consider amendment to the professional services contract with Plummer & Associates for the Howard Road Air Scour Blower and Chemical Storage Tank Rehabilitation Project

Brandon Lacey, Assistant Director of Utilities, requested approval of a contract amendment in the amount of \$83,000 for engineering services and construction administration agreement with Plummer & Associates to include engineering design services and construction oversight for the Howard Road Filter No. 6 rehab and Raw Water Flowmeter Replacement Project in association with the Howard Road Air Scour Blower and Chemical Storage Tank Rehabilitation Project.

Action:

Mayor Pro Tem Chris Wright moved to approve an amendment to the professional services contract with Plummer & Associates for the Howard Road Air Scour Blower and Chemical Storage Tank Rehabilitation Project. Council Member Billie Wallace seconded. All Ayes.

14. Consider approval of a professional engineering services agreement with Teague Nall & Perkins, Inc. for design and construction services for Water Street Waterline Improvements

Mr. Bailey requested approval of a professional engineering services agreement with Teague Nall & Perkins, Inc. for design and construction administration services for Water Street Waterline Improvements in the amount of \$168,800. He explained the project would entail about 3,800 linear feet of 6" diameter cast iron waterline replacement where numerous failures have occurred. The line will be replaced with an 8" diameter water line, most likely using PVC, with new water services, fire hydrants and valves. He noted the project is a planned and budgeted expense in the Utilities five-year CIP plan with funding coming from the 2022 bond sale.

Council Member Travis Smith inquired about the estimated time required to close streets for the project. Mr. Bailey replied that construction is planned to be six to eight months and streets will be closed block by block. Council Member Smith expressed the importance of minimizing closures and encouraged staff to coordinate a traffic plan to ensure businesses are minimally affected.

(5a)

Mayor Pro Tem Chris Wright recognized the project's urgency as several failures have affected citizens and businesses along Water Street.

Mayor David Hill inquired about the age of the cast iron water line. Mr. Bailey replied the cast iron water line predates 1933.

Council Member Patrick Souter recognized that while street closures will affect citizens and businesses during the project, the water line failures are becoming more frequent and repairs often close streets and water is unavailable during that time.

Action:

Council Member Billie Wallace moved to approve a professional engineering services agreement with Teague Nall & Perkins, Inc. for design and construction services for Water Street Waterline Improvements. Council Member Travis Smith seconded. All Ayes.

15. Consider approval of a professional engineering services agreement with Plummer & Associates for Sodium Hypochlorite Bulk Storage Tank and Tube Settler Replacement at the Robert W. Sokoll Water Treatment Plant

Mr. Lacy requested approval of a professional engineering service agreement with Plummer & Associates for Sodium Hypochlorite Bulk Storage Tank and Tube Settler Replacement at the Robert W. Sokoll Water Treatment Plant in the amount of \$110,000. He noted the proposal includes design services for replacement of both components which were installed when the Plant was commissioned in 2009 and are nearing the recommended service life of 10 – 15 years. The project is a planned and budgeted expense included in the FY 2023 Sokol's operations & maintenance fund. He reminded the Council that capital project expenses are split as part of the joint venture contract with Rockett Special Utility District thus the true expense for the City of Waxahachie is \$55,000.

Action:

Council Member Billie Wallace moved to approve a professional engineering services agreement with Plummer & Associates for Sodium Hypochlorite Bulk Storage Tank and Tube Settler Replace at the Robert W. Sokoll Water Treatment Plant. Council Member Travis Smith seconded. All Ayes.

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

Council Member Travis Smith praised City staff for their efforts to coordinate events throughout town over the weekend.

Council Member Billie Wallace echoed Council Member Smith's comments and stated it makes her proud to live in Waxahachie when she sees so many activities and opportunities to meet people and spend time with loved ones at home. She thanked Director of Communications Amy Borders and her team for coordinating the Mayor's Coffee and stated she received positive feedback and would like to see the event held more than once a year.

(9a)

City Manager Michael Scott welcomed Honorary Councilmember Maddie Dunn and thanked her for being at the meeting. He thanked Council Members Travis Smith and Billie Wallace for recognizing City staff's efforts of going above and beyond. Mr. Scott congratulated Chief Joe Wiser on his first day of service as Police Chief for the City of Waxahachie.

Mayor Pro Tem Chris Wright thanked Honorary Councilmember Maddie Dunn's mother, Shanna, for supporting Maddie. He thanked WISD teachers for everything they do. He expressed appreciation to the Planning Department and the Planning and Zoning Commission for their efforts to do what is best for Waxahachie. He recognized Navarro College for their dedication to the Waxahachie community and congratulated them on a successful "Brilliance" event.

Council Member Patrick Souter expressed appreciation to City staff and recognized the efforts made to ensure the City runs responsibly and efficiently. He encouraged the community to enjoy upcoming events.

City Attorney Robert Brown commended the Planning Department staff.

Honorary Councilmember Maddie Dunn thanked the City Council for their service to Waxahachie.

Mayor David Hill echoed comments and stated Waxahachie has the best staff in Texas.

16. Convene into Executive Session to review Performance Evaluation for City Manager as permitted by Section 551.074 of the Texas Government Code

Mayor Hill announced at 7:51 p.m. the City Council would convene into Executive Session to review Performance Evaluation for City Manager as permitted by Section 551.074 of the Texas Government Code.

17. Reconvene and take any necessary action

The meeting reconvened at 9:53 p.m.

Action:

Council Member Billie Wallace moved to approve changes to the Employment Agreement with Michael Scott agreed upon in Executive Session. Council Member Travis Smith seconded. All Ayes.

19. Adjourn

There being no further business, the meeting adjourned at 9:53 p.m.

Respectfully submitted,

Jami Bonner
Assistant 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 Monday, October 3, 2022 at 6:30 p.m.

Council Members Present: David Hill, Mayor, Council Member Place 1
Chris Wright, Mayor Pro Tem, Council Member Place 3
Patrick Souter, Council Member Place 2
Billie Wallace, Council Member Place 4

Council Member Absent: Travis Smith, Council Member Place 5

Others Present: Michael Scott, City Manager
Albert Lawrence, Deputy City Manager
Robert Brown, City Attorney
Jami Bonner, Assistant City Secretary

1. Call to Order

Mayor David Hill 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:

- Item 5c, event application for Waxahachie Homecoming Parade to be held October 14, 2022.
- Item 5d, event application for Christmas Movie Festival to be held December 16, 2022.
- Item 5e, Interlocal Agreement with Ellis County Jail for detention services. Mr. Scott noted the daily cost for the City to utilize the Ellis County Jail for detention services, if approved, will increase from \$60 to \$91.
- Item 5f, Interlocal Agreement with Ellis County for the purchase off various goods and services.
- Item 5g, Cooperative Purchasing Agreement with OMNIA Partners.
- Item 6, recognize October Honorary Council Member Maddie Dunn.
- Item 7 & 8, present Proclamations for "National Community Planning Month" and "World Teachers' Day".

Police Chief Joe Wiser reviewed Item 9 requesting to amend City Ordinance 3152 to add an additional citizen member to the Animal Care Advisory Committee and appoint citizen Cherie Batsel.

Richard Abernethy, Director of Administrative Services, reviewed Item 10 requesting approval of a contract with Capco Telecom LLC for the City of Waxahachie Water/Sewer Management and Security Measures Project. In September 2021, City Council was briefed on recommended projects that could be funded with Coronavirus Local Fiscal Recovery Funds and the Water/Sewer Management and Security Measure Project was identified as a project to move forward utilizing these funds. This will allow the City to improve its SCADA communication systems and enhance security of the water and wastewater infrastructure.

(5b)

James Gaertner, Director of Public Works and Engineering, reviewed Item 11 requesting approval of a contract price increase for concrete services with G.A.W. Construction Services. The City of Waxahachie entered into an Interlocal Agreement with the City of Midlothian. Through the Agreement, the City of Waxahachie has hired G.A.W. Construction Services for miscellaneous concrete work throughout the city. He explained the City of Midlothian recently approved an increase with G.A.W. Construction Services due to inflation. In order to continue to utilize G.A.W. Construction Services for various smaller concrete projects without having to go out for bid for each project, City staff requests approval of the contract price increase.

Council Member Billie Wallace inquired about the percentage of increase. Mr. Gaertner replied, on average, the services or items listed on the G.A.W. Construction Services contract reflect a 8.5% - 9% increase which, he stated, is on par with inflation increases across the board.

David Bailey, Senior Director of Utilities, reviewed the following items:

- Item 12, requesting consideration of award of construction contract to Dake Construction for Howard Road Water Treatment Plant No. 3 Rehabilitation in the amount of \$208,340.
- Item 14, requesting approval of a professional engineering services agreement with Teague Nall & Perkins, Inc. for design and construction services for Water Street Waterline Improvements in the amount of \$168,800.

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

- Item 13, requesting approval of a contract amendment in the amount of \$83,000 to the engineering services and construction administration agreement of Plummer & Associates to include engineering design services and construction oversight for the Howard Road Filter No. 6 rehab and Raw Water Flowmeter Replacement Project in association with the Howard Road Air Scour Blower and Chemical Storage Tank Rehabilitation Project.
- Item 15, requesting approval of a professional engineering service agreement with Plummer & Associates for Sodium Hypochlorite Bulk Storage Tank and Tube Settler Replacement at the Robert W. Sokoll Water Treatment Plant in the amount of \$110,000.

Gumaro Martinez, Executive Director of Parks & Leisure Services, introduced and welcomed Kyle Cooper as the new Parks Director.

3. Adjourn

There being no further business, the meeting adjourned at 6:48 p.m.

Respectfully submitted,

Jami Bonner
Assistant City Secretary



City of Waxahachie
City Secretary's Office

Special Event Application

(50)

Date submitted

Applicant Information

Applicant name: Amanda Clindaniel
Complete Health Medical Center / Formerly Ellis County Back

Are you representing the host organization?

Yes ☒

No ☐

Institute

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

Yes ☒

No ☐

Phone:

972-937-0080 Cell: 469-570-5468

Email:

tnurse.chmc@gmail.com

Mailing address:

905 Ferris Ave. Waxahachie TX 75165

Host organization name:

Complete Health Medical Center

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

On-site contact name:

Rafael Martinez

Cell:

214-727-8828

About the Event

Event name:

CHMC Fall Festival

Location:

905 Ferris Ave Waxahachie TX 75165

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

Anticipated attendance:

100 - 150 people

Description of event:

a few booths with Crafts, Trunk or Treat, Bounce house, movie outside after Sunset Games for Kids

How many times has this event been hosted before?

1st time ☒

2 - 4 times ☐

5 or more times ☐

Location:

Choose the best description of the event:

☒ Festival

☐ Movie Screening

☐ Parade

☐ Private Event

☐ Run / Walk

☐ Birthday Party / Picnic

☐ Charitable / Fundraising

☐ Community / Neighborhood

☐ Concert / Live Performance

☐ Other:

(50)



City of Waxahachie
City Secretary's Office

Special Event Application

Event activities include (check all that apply):

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

The event is:

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

Admission information, if applicable:

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

Event timeline:

	Date(s)	Start Time:	End Time:
Event Date	10.28.2022	5pm	11pm Maybe Before
Event Set-up	10.28.2022	All Day	5pm Road can be open
Event Breakdown	10.28.2022	11pm	12am Road can be open

Run / Walk:

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

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

Please indicate your expected attendance:

N-A

Number of participants:

- 1-99 ☐
100-199 ☐
200-299 ☐
300+ ☐

Provide route on attached site map.

* We are only requesting the road to be closed starting at 4:30pm on the 28th and will be opened right after event is over. Booths close at 8pm for movie to start. As soon as movie is over people will leave and road will be opened.



(90)

Food / Beverage:

Will the event offer food/beverages? Yes ☒ No ☐ If we can find someone
Will event require any food preparation on-site? Yes ☐ No ☒
Will alcohol be served/sold? Yes ☐ No ☒

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

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

Police / Security Services:

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

Event staff How many: 10 Date(s) & time(s): 10-28-22 5pm - 11pm
Volunteers How many: 10-15 Date(s) & time(s): 10-28-22 5pm - 11pm
Private security How many: 3 Date(s) & time(s): 10-28-22 5pm - 11pm
Company name: N/A

Contact name and number: N/A

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

Have you made arrangements with the police? Yes ☐ No ☒ not yet but we will if needed

If no, please contact Sgt. Brian Fuller at bfuller@waxahachiepd.org to make arrangements.
If yes, please provide following information for the person that you made the arrangements with:

Contact name: _____ Phone number: _____

Street Closures:

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

If yes, please list all streets, intersections, and parking lots that apply: Only 5th Street from Ferris Ave to the Alleyway.

Street closings to begin on date: 10-28-22 Start time: 4:30pm End time: 11pm

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

Traffic Safety Equipment:

Does your event require traffic cones or barricades? Yes ☒ No ☐

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

Traffic Cones How many: _____ Barricades How many: 6 please

Other: _____

Where should equipment be dropped off & picked up?

905 Ferris Ave. Waxahachie TX 75165
to Amanda

(50)



City of Waxahachie
City Secretary's Office

Special Event Application

When will the traffic equipment be set-up?

Date: 10.28.22

Time: 4:30pm

When will the traffic equipment be removed?

Date: 10.28.22

Time: 12:00pm

Are you requesting the use of City traffic equipment?

Availability is not guaranteed

Yes ☒ No ☐
* But only Barricades

Streets cannot be blocked without prior approval.

Temporary Tents & Structures:

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

Yes ☐

No ☒

List the # of tents & sizes:

Indicate locations on attached required site map.

Electrical Services:

How will electrical services be supplied?

Generator ☐

Franchise Utilities ☐

Both ☒

List contractor / supplier:

The small amount we need will be supplied

Explain services in detail:

by the office Complete Health Medical Center

Insurance

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

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

Hold Harmless Clause

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

[Signature]
Signature

10.9.22
Date

Contract Agreement

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

[Signature]
Signature

10.9.22
Date

Email completed Special Event Application and site map to Jami Bonner at jami.bonner@waxahachie.com.

(5C)



Complete Health Medical Center

905 Ferris Ave Waxahachie Tx 75165

Phone 972-937-0086 Fax 972-923-2351

To whom it may concern,

On Friday October 28, 2022 Complete Health Medical Center will be hosting a Fall Festival from 5pm to 12am. We are requesting the City of Waxahachie Block off 5th street from Ferris Ave to the ally way behind The Skin Care Academy (see map below).

The Festival will be open to the public and have booths, bounce houses, music, candy and a haunted medical clinic. This will be a fun for the whole family event. We would love to have your company come join us and set up a booth if you wish. If not then please bring all your friends and family to come play and enjoy the fun.

The city is requesting we get written permission from the local businesses and homes affected by this closing.

Please fill out the below information if you agree and support this event and are ok with the blocking of the street during these times on said date.



Professional Skin Care Academy

Name of Company

401 W 5th St Waxahachie Tx 75165

Address City State and Zip

Brenda Crump

Representative to Contact

214.903.7318

Phone Number

Kip Fedora State Farm

Name of Company

903 Ferris Ave Waxahachie TX 75165

Address City State and Zip

Kip Fedora

Representative to Contact

972-938-1422

Phone Number

Name of Company

Representative to Contact

Phone Number

Address City State and Zip

No Other homes or business affected by this Closure. But even homes not affected

were talked to and given notice of event (and invited :))

Movie

Trunk Or Treat

Haunted Clinic

Booth Space

Booth Space

Bounce House

Games and Prizes

Road closed to all traffic for safety

Event Parking

Event Parking

(55)

Block

Block

Block

Block

Block



(56)

Bonner, Jami

From: Boyd, Ricky
Sent: Tuesday, October 11, 2022 2:41 PM
To: Bonner, Jami
Subject: Re: Event Application - CHMC Fall Festival 10-28-22
Attachments: EA2022.10.28 CHMC Fall Festival.pdf

I have no concerns with this request.

Sent from my iPhone

On Oct 11, 2022, at 10:28, Bonner, Jami <jami.bonner@waxahachie.com> wrote:

For your review / comments. Thank you.

Jami Bonner
Assistant City Secretary
City of Waxahachie
Direct (469) 309-4005 | Fax (469) 309-4003 | PO Box 757, Waxahachie, Texas 75168
www.waxahachie.com

(50)

Bonner, Jami

From: Gaertner, James
Sent: Wednesday, October 12, 2022 8:28 AM
To: Bonner, Jami; Massey, Matt; Martinez, Gumaro; Brooks, Shon; Mosley, Laurie; Simpson, Anita; Brooks, Shon; Jordan, Me'Lony; Joe Bill Wiser; Boyd, Ricky; Griffith, Thomas; Cooper, Kyle
Cc: Scott, Michael; Lawrence, Albert; Villarreal, Amber; Crocker, Clarice
Subject: RE: Event Application - CHMC Fall Festival 10-28-22

My previous response was for the Christmas parade. But I don't have issues with this either.

James G.

From: Bonner, Jami <jami.bonner@waxahachie.com>
Sent: Tuesday, October 11, 2022 10:28 AM
To: Gaertner, James <jgaertner@waxahachie.com>; Massey, Matt <mmassey@waxahachie.com>; Martinez, Gumaro <gmartinez@waxahachie.com>; Brooks, Shon <sbrooks@waxahachie.com>; Mosley, Laurie <lmosley@waxahachiecvb.com>; Simpson, Anita <asimpson@waxahachie.com>; Brooks, Shon <sbrooks@waxahachie.com>; Jordan, Me'Lony <mjordan@waxahachie.com>; Joe Bill Wiser <JWiser@waxahachiepd.org>; Boyd, Ricky <RBoyd@waxahachiefire.org>; Griffith, Thomas <john.griffith@waxahachie.com>; Cooper, Kyle <kyle.cooper@waxahachie.com>
Cc: Scott, Michael <mscott@waxahachie.com>; Lawrence, Albert <alawrence@waxahachie.com>; Villarreal, Amber <avillarreal@waxahachie.com>; Crocker, Clarice <ccrocker@waxahachie.com>
Subject: Event Application - CHMC Fall Festival 10-28-22

For your review / comments. Thank you.

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(5c)

Bonner, Jami

From: Joe Bill Wiser
Sent: Wednesday, October 12, 2022 11:49 AM
To: Bonner, Jami
Subject: RE: Event Application - CHMC Fall Festival 10-28-22

I have no concerns. It would appear the Kip Fedora Insurance Co. would be the only business possibly effected by the street closure. However, this closure would not completely disallow access to that business.

Joe Wiser

From: Bonner, Jami
Sent: Wednesday, October 12, 2022 10:17 AM
To: Joe Bill Wiser <JWiser@waxahachiepd.org>
Subject: FW: Event Application - CHMC Fall Festival 10-28-22

Good morning Chief Wiser,

Please review the attached event application and let me know if you have any questions or concerns. We would like to add the application to the October 17th City Council agenda for consideration. Thank you.

From: Bonner, Jami <>
Sent: Tuesday, October 11, 2022 10:28 AM
To: Gaertner, James <jgaertner@waxahachie.com>; Massey, Matt <mmassey@waxahachie.com>; Martinez, Gumaro <gmartinez@waxahachie.com>; Brooks, Shon <sbrooks@waxahachie.com>; Mosley, Laurie <lmosley@waxahachiecvb.com>; Simpson, Anita <asimpson@waxahachie.com>; Brooks, Shon <sbrooks@waxahachie.com>; Jordan, Me'Lony <mjordan@waxahachie.com>; Joe Bill Wiser <JWiser@waxahachiepd.org>; Ricky Boyd <rboyd@waxahachiefire.org>; Griffith, Thomas <john.griffith@waxahachie.com>; Cooper, Kyle <kyle.cooper@waxahachie.com>
Cc: Scott, Michael <mscott@waxahachie.com>; Lawrence, Albert <alawrence@waxahachie.com>; Villarreal, Amber <avillarreal@waxahachie.com>; Crocker, Clarice <ccrocker@waxahachie.com>
Subject: Event Application - CHMC Fall Festival 10-28-22

For your review / comments. Thank you.

Jami Bonner
Assistant City Secretary
City of Waxahachie
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www.waxahachie.com

(5d)



City of Waxahachie
City Secretary's Office

Special Event Application

Date submitted

Applicant Information

Applicant name: Natalie Huffman

Are you representing the host organization?

Yes ☒

No ☐

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

Yes ☒

No ☐

Phone: 209 416 2888 Cell: _____

Email: nhuffman@trinitychurch.org

Mailing address: 515 E. Main Ave Waxahachie, TX 75165

Host organization name: Trinity Church Waxahachie

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

On-site contact name: Isaac Martinez

Cell: 832 631 0097

About the Event

Event name: 80's family night

Location: Trinity Church Waxahachie

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

Anticipated attendance: 180

Description of event: Fall family festival

How many times has this event been hosted before?

1st time ☐

2 - 4 times ☒

5 or more times ☐

Location: _____

Choose the best description of the event:

☒ Festival

☐ Movie Screening

☐ Parade

☐ Private Event

☐ Run / Walk

☐ Birthday Party / Picnic

☐ Charitable / Fundraising

☒ Community / Neighborhood

☐ Concert / Live Performance

☐ Other: _____

(5d)



City of Waxahachie
City Secretary's Office

Special Event Application

Event activities include (check all that apply):

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

The event is:

- | | |
|--|--|
| <input type="radio"/> Private | <input checked="" type="radio"/> Free & open to the general public |
| <input type="radio"/> Entry by participation or registration fee | <input type="radio"/> Entry by admission fee or ticket |

Admission information, if applicable:

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

Event timeline:

	Date(s)	Start Time:	End Time:
Event Date	10/30/22	5pm	7:30pm
Event Set-up	10/30/22	3pm	
Event Breakdown	10/30/22	8pm	

Run / Walk:

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

_____ 1 mile _____ 5K _____ Other distance

Please indicate your expected attendance: _____

Number of participants:

- | | |
|---------|-----------------------|
| 1-99 | <input type="radio"/> |
| 100-199 | <input type="radio"/> |
| 200-299 | <input type="radio"/> |
| 300+ | <input type="radio"/> |

Provide route on attached site map.

(5d)



City of Waxahachie
City Secretary's Office

Special Event Application

Food / Beverage:

Will the event offer food/beverages? Yes ☒ No ☐
Will event require any food preparation on-site? Yes ☒ No ☐
Will alcohol be served/sold? Yes ☐ No ☒

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

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

Police / Security Services:

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

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

Company name: _____

Contact name and number: Natalie Hoffman 209 416 2888

Off duty police How many: 1 Date(s) & time(s): 10/30/22 5pm-7 30pm

Have you made arrangements with the police? Yes ☐ No ☒

If no, please contact Sgt. Brian Fuller at bfuller@waxahachiepd.org to make arrangements.

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

Contact name: _____ Phone number: _____

Street Closures:

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

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

Street closings to begin on date: October 30th Start time: 5pm End time: 7:30pm

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

Traffic Safety Equipment:

Does your event require traffic cones or barricades? Yes ☒ No ☐

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

Traffic Cones How many: 4 Barricades How many: 2

Other: _____

Where should equipment be dropped off & picked up? Back parking lot of church

(5d)



City of Waxahachie
City Secretary's Office

Special Event Application

When will the traffic equipment be set-up?

Date: 10/30

Time: 5pm

When will the traffic equipment be removed?

Date: 10/30

Time: 7:45pm

Are you requesting the use of City traffic equipment?

Yes ☒

No ☐

Availability is not guaranteed

Streets cannot be blocked without prior approval.

Temporary Tents & Structures:

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

Yes ☐

No ☒

List the # of tents & sizes:

Indicate locations on attached required site map.

Electrical Services:

How will electrical services be supplied?

Generator ☐

Franchise Utilities ☐

Both ☐

List contractor / supplier:

Explain services in detail:

Insurance

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

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

Hold Harmless Clause

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

Natalie Byler
Signature

10-5-22
Date

Contract Agreement

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

Natalie Byler
Signature

10-5-22
Date

Email completed Special Event Application and site map to Jami Bonner at jami.bonner@waxahachie.com.



(9d)

Bonner, Jami

From: Gaertner, James
Sent: Wednesday, October 5, 2022 3:48 PM
To: Bonner, Jami; Massey, Matt; Jordan, Me'Lony; Joe Bill Wiser; Boyd, Ricky; Brooks, Shon; Martinez, Gumaro; Warren, Anthony; Griffith, Thomas
Cc: Scott, Michael; Lawrence, Albert; Villarreal, Amber; Crocker, Clarice
Subject: RE: Event Application - Trinity Church 80s Family Night

I don't have any comments. They can coordinate with Matt for the cones and barricades.

James G.

From: Bonner, Jami <jami.bonner@waxahachie.com>
Sent: Wednesday, October 5, 2022 2:09 PM
To: Massey, Matt <mmassey@waxahachie.com>; Gaertner, James <jgaertner@waxahachie.com>; Jordan, Me'Lony <mjordan@waxahachie.com>; Joe Bill Wiser <JWiser@waxahachiepd.org>; Boyd, Ricky <RBoyd@waxahachiefire.org>; Brooks, Shon <sbrooks@waxahachie.com>; Martinez, Gumaro <gmartinez@waxahachie.com>; Warren, Anthony <anthony.warren@waxahachie.com>; Griffith, Thomas <john.griffith@waxahachie.com>
Cc: Scott, Michael <mscott@waxahachie.com>; Lawrence, Albert <alawrence@waxahachie.com>; Villarreal, Amber <avillarreal@waxahachie.com>; Crocker, Clarice <ccrocker@waxahachie.com>
Subject: Event Application - Trinity Church 80s Family Night

For your review / comments. Thank you.

Jami Bonner
Assistant City Secretary
City of Waxahachie
Direct (469) 309-4005 | Fax (469) 309-4003 | PO Box 757, Waxahachie, Texas 75168
www.waxahachie.com

(5d)

Bonner, Jami

From: Boyd, Ricky
Sent: Wednesday, October 5, 2022 3:34 PM
To: Bonner, Jami
Subject: RE: Event Application - Trinity Church 80s Family Night

I have no concerns with this request.

Ricky Boyd, Fire Chief

Waxahachie Fire-Rescue
214-463-9335

From: Bonner, Jami <jami.bonner@waxahachie.com>
Sent: Wednesday, October 5, 2022 2:09 PM
To: Massey, Matt <mmassey@waxahachie.com>; Gaertner, James <jgaertner@waxahachie.com>; Jordan, Me'Lony <mjordan@waxahachie.com>; Joe Bill Wiser <JWiser@waxahachiepd.org>; Boyd, Ricky <RBoyd@waxahachiefire.org>; Brooks, Shon <sbrooks@waxahachie.com>; Martinez, Gumaro <gmartinez@waxahachie.com>; Warren, Anthony <anthony.warren@waxahachie.com>; Griffith, Thomas <john.griffith@waxahachie.com>
Cc: Scott, Michael <msscott@waxahachie.com>; Lawrence, Albert <alawrence@waxahachie.com>; Villarreal, Amber <avillarreal@waxahachie.com>; Crocker, Clarice <ccrocker@waxahachie.com>
Subject: Event Application - Trinity Church 80s Family Night

For your review / comments. Thank you.

Jami Bonner
Assistant City Secretary
City of Waxahachie
Direct (469) 309-4005 | Fax (469) 309-4003 | PO Box 757, Waxahachie, Texas 75168
www.waxahachie.com

(sd)

Bonner, Jami

From: Joe Bill Wiser
Sent: Wednesday, October 5, 2022 2:14 PM
To: Bonner, Jami
Subject: RE: Event Application - Trinity Church 80s Family Night

I have no concerns.

From: Bonner, Jami
Sent: Wednesday, October 5, 2022 2:09 PM
To: Massey, Matt <mmassey@waxahachie.com>; Gaertner, James <jgaertner@waxahachie.com>; Jordan, Me'Lony <mjordan@waxahachie.com>; Joe Bill Wiser <JWiser@waxahachiepd.org>; Boyd, Ricky <RBoyd@waxahachiefire.org>; Brooks, Shon <sbrooks@waxahachie.com>; Martinez, Gumaro <gmartinez@waxahachie.com>; Warren, Anthony <anthony.warren@waxahachie.com>; Griffith, Thomas <john.griffith@waxahachie.com>
Cc: Scott, Michael <msscott@waxahachie.com>; Lawrence, Albert <alawrence@waxahachie.com>; Villarreal, Amber <avillarreal@waxahachie.com>; Crocker, Clarice <ccrocker@waxahachie.com>
Subject: Event Application - Trinity Church 80s Family Night

For your review / comments. Thank you.

Jami Bonner
Assistant City Secretary
City of Waxahachie
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www.waxahachie.com



City of Waxahachie
City Secretary's Office

Special Event Application

(50)

Date submitted

Applicant Information

Anita Simpson

Applicant name:

City of Waxahachie, various departments

Are you representing the host organization?

Yes



No



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

Yes



one of them

No



Phone:

469-309-4111

Cell:

972-672-3035

Email:

asimpson@waxahachie.com

Mailing address:

401 S. Rogers St., Waxahachie, TX 75165

Host organization name:

City of Waxahachie / Waxahachie Chamber

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

On-site contact name:

Wally Mendez

Cell: 972-268-5685

About the Event

Event name:

Community Tree Lighting & Lighted Night Parade

Location:

Downtown; parade from Getzenaner Park to Downtown

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

Anticipated attendance:

3-5,000

Description of event:

Lighted parade & community tree lighting on the Courthouse lawn to kick off the holiday season in Waxahachie

How many times has this event been hosted before?

1st time



2-4 times



5 or more times



Location: Downtown

Choose the best description of the event:

☒ Festival

☐ Movie Screening

☒ Parade

☐ Private Event

☐ Run / Walk

☐ Birthday Party / Picnic

☐ Charitable / Fundraising

☐ Community / Neighborhood

☐ Concert / Live Performance

☐ Other:



City of Waxahachie
City Secretary's Office

Special Event Application

(9c)

Event activities include (check all that apply):

- | | |
|--|---|
| <input checked="" type="checkbox"/> Amusement rides / Inflatables <i>Remedy Church</i> | <input checked="" type="checkbox"/> Food – sampled, served, or sold <i>Fire wives cocoa + popcorn</i> |
| <input checked="" type="checkbox"/> Animals / Petting Zoo <i>Ewe Petting Zoo</i> | <input type="checkbox"/> Products / Services – given away, sampled, or sold |
| <input checked="" type="checkbox"/> Announcement / Speeches | <input checked="" type="checkbox"/> Live music |
| <input type="checkbox"/> Information / Literature Distribution | <input checked="" type="checkbox"/> Street closure |
| <input type="checkbox"/> DJ / Recorded Music | <input checked="" type="checkbox"/> Other: <i>Photos with Santa</i> |

The event is:

- | | |
|--|--|
| <input type="radio"/> Private | <input checked="" type="radio"/> Free & open to the general public |
| <input type="radio"/> Entry by participation or registration fee | <input type="radio"/> Entry by admission fee or ticket |

Admission information, if applicable:

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

Event timeline:

	Date(s)	Start Time:	End Time:
Event Date	11/29/2022	6:30 parade 6 pm DT activities	Till all entries pass 9 pm for DT activities
Event Set-up	11/29/2022	5 pm - parade @ Garza Center 6 pm - DT activities	6:30 - parade starts 6 pm - activities start
Event Breakdown	11/29/2022	9 pm - DT activities N/A - parade	10 pm DT activities N/A - parade

Run / Walk:

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

1 mile

5K

Other distance

Please indicate your expected attendance:

Number of participants:

- | | |
|---------|-----------------------|
| 1-99 | <input type="radio"/> |
| 100-199 | <input type="radio"/> |
| 200-299 | <input type="radio"/> |
| 300+ | <input type="radio"/> |

Provide route on attached site map.



(96)

Food / Beverage:

Will the event offer food/beverages? Yes ☒ No ☐
Will event require any food preparation on-site? Yes ☒ No ☐
Will alcohol be served/sold? Yes ☐ No ☒

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

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

Police / Security Services:

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

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

Company name: City of Waxahachie PD ; Dale Sigler + Joe Wiser are
Contact name and number: on the committee + will determine this

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

Have you made arrangements with the police? Yes ☐ No ☐

If no, please contact Sgt. Brian Fuller at bfuller@waxahachiepd.org to make arrangements.

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

Contact name: _____ Phone number: _____

Street Closures:

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

If yes, please list all streets, intersections, and parking lots that apply: Parade: Grand from Getzenbaker Park to Main, Main from Grand to Rogers, Rogers from Main to Carroll; AT activities: 100 block of W. Franklin, 100 block of S. College; see attached map

Street closings to begin on date: 11/29/2022 Start time: 5 p.m. End time: 10 p.m.

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

Traffic Safety Equipment:

Does your event require traffic cones or barricades? Yes ☒ No ☐

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

Traffic Cones How many: _____ Barricades How many: _____

Other: Matt Massey + Gumaro Martinez are on the committee

Where should equipment be dropped off & picked up? + will determine this



City of Waxahachie
City Secretary's Office

Special Event Application

(90)

When will the traffic equipment be set-up?

Date: 11/29/2022 Time: 5 pm

When will the traffic equipment be removed?

Date: 11/29/2022 Time: 10 pm

Are you requesting the use of City traffic equipment?

Yes ☒ No ☐

Availability is not guaranteed

Streets cannot be blocked without prior approval.

Temporary Tents & Structures:

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

Yes ☐ No ☒

List the # of tents & sizes:

Indicate locations on attached required site map.

Electrical Services:

How will electrical services be supplied?

Generator ☐ Franchise Utilities ☒ Both ☐

List contractor / supplier:

Explain services in detail:

we will use plugs in Courthouse Park + around Courthouse

Insurance

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

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

Hold Harmless Clause

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

Signature

Date

Contract Agreement

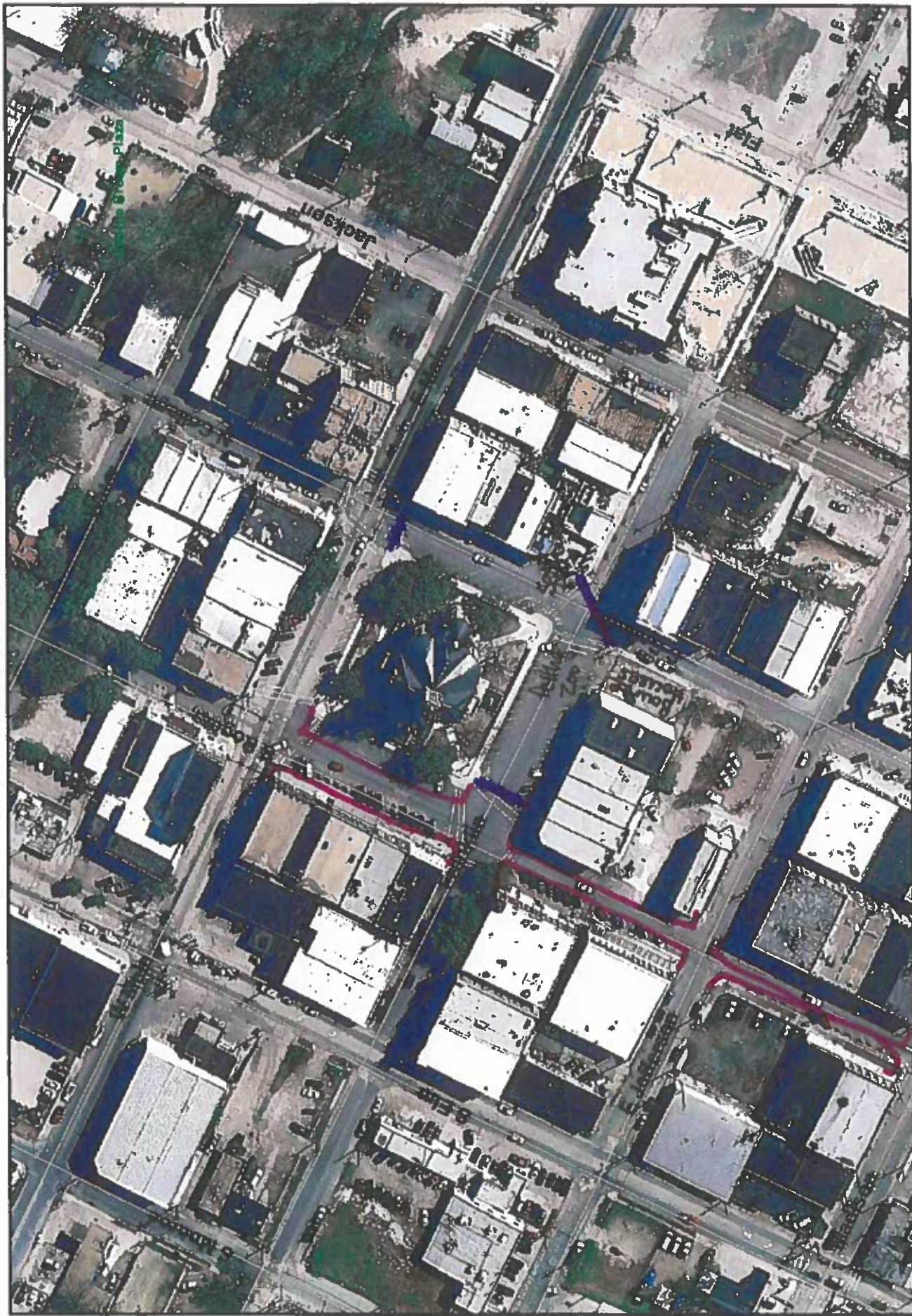
Applicant / organization has thoroughly read, understands, and agrees to all conditions listed on this application.

Signature

Date

Email completed Special Event Application and site map to Jami Bonner at jami.bonner@waxahachie.com.

(54)



— 2022 Tree Lighting
TUESDAY, NOV. 29, 2022
6-10 PM



(he)



September 19, 2022

Mr. Juan Paredes
Texas Department of Transportation
124 FM 876
Waxahachie, TX 75167
juan.paredes@txdot.gov

SUBJECT: PARADE ROUTE REQUEST

Dear Mr. Paredes:

The Waxahachie Chamber of Commerce and the City of Waxahachie are requesting permission to host a Christmas parade Tuesday, November 29, 2022, 6:30 pm along the following route:

- Line up at Getzendaner Park
- Proceed North on Grand Avenue
- East on Main Street (U.S. Hwy. 287 Bus.)
- South on Rogers Street
- End at the historic train depot

We are also requesting approval of this parade route from the City of Waxahachie.

Sincerely,

Laurie Mosley
Waxahachie CVB Director

Cc: Ms. Amber Villarreal, City Secretary, City of Waxahachie
Michael Scott, City Manager, City of Waxahachie

Waxahachie Convention & Visitors Bureau
2000 Civic Center Lane, Waxahachie, TX 75165 • 469-309-4045

(5e)

Bonner, Jami

From: Joe Bill Wiser
Sent: Monday, October 10, 2022 4:25 PM
To: Bonner, Jami
Subject: RE: Event Application - Community Tree Lighting & Lighted Night Parade 11.29.22

I have no comments to add.

From: Bonner, Jami
Sent: Monday, October 10, 2022 4:05 PM
To: Simpson, Anita <asimpson@waxahachie.com>; Mosley, Laurie <Imosley@waxahachiecvb.com>; Gaertner, James <jgaertner@waxahachie.com>; Massey, Matt <mmassey@waxahachie.com>; Martinez, Gumaro <gmartinez@waxahachie.com>; Cooper, Kyle <kyle.cooper@waxahachie.com>; Barnes, Bradley <bradley.barnes@waxahachie.com>; Warren, Anthony <anthony.warren@waxahachie.com>; Joe Bill Wiser <JWiser@waxahachiepd.org>; Dale Sigler <dsigler@waxahachiepd.org>; Boyd, Ricky <RBoyd@waxahachiefire.org>; Griffith, Thomas <john.griffith@waxahachie.com>; Brooks, Shon <sbrooks@waxahachie.com>; Jordan, Me'Lony <mjordan@waxahachie.com>
Cc: Scott, Michael <msscott@waxahachie.com>; Lawrence, Albert <alawrence@waxahachie.com>; Crocker, Clarice <ccrocker@waxahachie.com>; Villarreal, Amber <avillarreal@waxahachie.com>
Subject: Event Application - Community Tree Lighting & Lighted Night Parade 11.29.22

For your review / comments. Thank you.

Jami Bonner
Assistant City Secretary
City of Waxahachie
Direct (469) 309-4005 | Fax (469) 309-4003 | PO Box 757, Waxahachie, Texas 75168
www.waxahachie.com

(96)

Bonner, Jami

From: Boyd, Ricky
Sent: Monday, October 10, 2022 6:58 PM
To: Bonner, Jami
Subject: Re: Event Application - Community Tree Lighting & Lighted Night Parade 11.29.22
Attachments: EA2022.11.29 Community Tree Lighting & Lighted Night Parade.pdf

I have no concerns.

Sent from my iPhone

On Oct 10, 2022, at 16:04, Bonner, Jami <jami.bonner@waxahachie.com> wrote:

For your review / comments. Thank you.

Jami Bonner
Assistant City Secretary
City of Waxahachie
Direct (469) 309-4005 | Fax (469) 309-4003 | PO Box 757, Waxahachie, Texas 75168
www.waxahachie.com

Bonner, Jami

From: Gaertner, James
Sent: Wednesday, October 12, 2022 8:25 AM
To: Bonner, Jami; Massey, Matt; Martinez, Gumaro; Brooks, Shon; Mosley, Laurie; Simpson, Anita; Brooks, Shon; Jordan, Me'Lony; Joe Bill Wiser; Boyd, Ricky; Griffith, Thomas; Cooper, Kyle
Cc: Scott, Michael; Lawrence, Albert; Villarreal, Amber; Crocker, Clarice
Subject: RE: Event Application - CHMC Fall Festival 10-28-22

I don't have any comments. This has been coordinated with our Street, Emergency Management and others.

Thanks,

email meant for Christmas parade

James G.

From: Bonner, Jami <jami.bonner@waxahachie.com>
Sent: Tuesday, October 11, 2022 10:28 AM
To: Gaertner, James <jgaertner@waxahachie.com>; Massey, Matt <mmassey@waxahachie.com>; Martinez, Gumaro <gmartinez@waxahachie.com>; Brooks, Shon <sbrooks@waxahachie.com>; Mosley, Laurie <lmosley@waxahachiecvb.com>; Simpson, Anita <asimpson@waxahachie.com>; Brooks, Shon <sbrooks@waxahachie.com>; Jordan, Me'Lony <mjordan@waxahachie.com>; Joe Bill Wiser <JWiser@waxahachiepd.org>; Boyd, Ricky <RBoyd@waxahachiefire.org>; Griffith, Thomas <john.griffith@waxahachie.com>; Cooper, Kyle <kyle.cooper@waxahachie.com>
Cc: Scott, Michael <msscott@waxahachie.com>; Lawrence, Albert <alawrence@waxahachie.com>; Villarreal, Amber <avillarreal@waxahachie.com>; Crocker, Clarice <ccrocker@waxahachie.com>
Subject: Event Application - CHMC Fall Festival 10-28-22


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Jami Bonner
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Direct (469) 309-4005 | Fax (469) 309-4003 | PO Box 757, Waxahachie, Texas 75168
www.waxahachie.com

(5f)



Memorandum

To: Honorable Mayor and City Council
From: Chad Tustison, Finance Director
Thru: Michael Scott, City Manager 
Date: October 17, 2022
Re: Cooperative Purchasing Agreement with Sourcwell

Item Description: On Monday, October 17, 2022 an cooperative purchasing agreement between Sourcwell and the City of Waxahachie will be presented to Council for consideration.

Item Summary: Staff is requesting the City Council's approval to enter into an interlocal agreement with Sourcwell in reference to Chapter 791 of the Texas Government Code (hereinafter "Interlocal Cooperation Act") to set forth the terms and conditions upon which Sourcwell and the City of Waxahachie may purchase various goods and services on contract that are commonly utilized by each party. Sourcwell and the City of Waxahachie shall each be individually responsible for payments directly to the vendor and for the vendor's compliance with all conditions of delivery and quality of purchased items under such contracts.

Approving this interlocal agreement will allow for potential cost savings and more efficient procurement practices.

(59)



Memorandum

To: Honorable Mayor and City Council

From: Chad Tustison, Finance Director

Thru: Michael Scott, City Manager

Date: October 17, 2022

Re: 1 Governmental Procurement Alliance (1GPA) Cooperative Interlocal Agreement

Item Description: On Monday, October 17, 2022 a cooperative interlocal agreement between 1 Governmental Procurement Alliance (1GPA) and the City of Waxahachie will be presented to Council for consideration.

Item Summary: Staff is requesting the City Council's approval to enter into an interlocal agreement with 1 Governmental Procurement Alliance (1GPA) in reference to Chapter 791 of the Texas Government Code (hereinafter "Interlocal Cooperation Act") to set forth the terms and conditions upon which 1 Governmental Procurement Alliance (1GPA) and the City of Waxahachie may purchase various goods and services on contract that are commonly utilized by each party. 1 Governmental Procurement Alliance (1GPA) and the City of Waxahachie shall each be individually responsible for payments directly to the vendor and for the vendor's compliance with all conditions of delivery and quality of purchased items under such contracts.

Approving this interlocal agreement will allow for potential cost savings and more efficient procurement practices.

(5h)



Memorandum

To: Honorable Mayor and City Council
From: Chad Tustison, Finance Director
Thru: Michael Scott, City Manager
Date: October 17, 2022
Re: Lubbock County Interlocal Agreement


Item Description: On Monday, October 17, 2022 an interlocal agreement between Lubbock County and the City of Waxahachie will be presented to Council for consideration.

Item Summary: Staff is requesting the City Council's approval to enter into an interlocal agreement with Lubbock County in reference to Chapter 791 of the Texas Government Code (hereinafter "Interlocal Cooperation Act") to set forth the terms and conditions upon which Lubbock County and the City of Waxahachie may purchase various goods and services on contract that are commonly utilized by each party. Lubbock County and the City of Waxahachie shall each be individually responsible for payments directly to the vendor and for the vendor's compliance with all conditions of delivery and quality of purchased items under such contracts.

Approving this interlocal agreement will allow for potential cost savings and more efficient procurement practices.



Memorandum

To: Honorable Mayor and City Council
From: Kyle Cooper, Senior Director of Parks & Recreation
Thru: Michael Scott, City Manager 
Date: October 17, 2022
Re: Supplemental Appropriation for Insurance Reimbursement to the Parks Department Budget in the amount of \$16,236.42

Item Description: Consider approving a supplemental appropriation to the Parks Department FY2023 budget in the amount of \$16,236.42 for an insurance reimbursement related to the shade canopy and posts over Lee Penn Park Playground.

Item Summary: The shade canopy structure over the playground at Lee Penn Park and a small stretch of pipe rail fencing were damaged during a storm on July 14, 2022. A TML insurance adjuster determined that the damages qualified for complete replacement and repairs. A claim was filed, and the City of Waxahachie received \$16,236.42 to cover the canopy replacement and repairs to the pipe rail fence.

Fiscal Impact: Staff is requesting a supplemental appropriation to the Parks Budget, account 100-510-54321 Maintenance Improvements – Parks & Ballfields in the amount of \$16,236.42 to cover the canopy replacement cost and repairs to the pipe rail fencing. The insurance company has paid the insurance claim to the City, and this supplemental appropriation essentially gets those dollars into the Parks Department budget.



Memorandum

To: Honorable Mayor and City Council

From: Richard B. Abernethy, Director of Administrative Services

Thru: Michael Scott, City Manager

Date: October 17, 2022

Re: Consider proposed Resolution to deny a rate increase request by Oncor Electric Delivery Company, LLC

Item Description: Consider resolution to deny Oncor's request to increase its distribution rates within the City; authorizing participation with the Oncor Cities Steering Committee; and authorizing the hiring of legal counsel and consulting services.

Item Summary: In May 2022, Oncor submitted a request to the Public Utility Commission (PUC) to amend its Distribution Cost Recovery Factor which would ultimately increase their distribution revenue by about \$251 million or approximately 4.5% over present revenue. This would equate to approximately a \$6.02 increase to the average residential customers' monthly bill. In June, City Council approved a resolution to suspend the effective date of Oncor's rate increase for 90 days, the maximum period permitted by law. This allowed the City, working in conjunction with the Oncor Cities Steering Committee (OCSC), to evaluate the filing and make a recommendation. The OCSC has determined that the proposed rate increase is unreasonable and recommends denial. Staff recommends adopting a resolution denying this rate increase.

The City of Waxahachie has retained jurisdiction to regulate utility rates and is an active member on the OCSC. The OCSC is a large group of similarly situated cities served by Oncor that have joined together to efficiently and cost effectively review and respond to electric issues affecting rates charged in Oncor's service

(5)

area in matters before the PUC and the courts. In the past, the OCSC, with assistance from legal firms and consultants, have been very successful in negotiating terms of utility rate increase that were significantly lower than originally requested by Oncor. This success has been instrumental in saving money for our residents and businesses.

Fiscal Impact: The City of Waxahachie is already a member of the OCSC and there will be no additional cost associated with hiring of legal services or consultants to conduct the rate negotiations on behalf of the OCSC. All expenses associated with this rate must be reimbursed by Oncor. Legal counsel and consultants approved by OCSC will submit monthly invoices that will be forwarded to Oncor for reimbursement.

(5)

RESOLUTION NO. _____

A RESOLUTION OF THE CITY OF WAXAHACHIE, TEXAS FINDING THAT ONCOR ELECTRIC DELIVERY COMPANY LLC'S ("ONCOR" OR "COMPANY") APPLICATION TO CHANGE RATES WITHIN THE CITY SHOULD BE DENIED; FINDING THAT THE CITY'S REASONABLE RATE CASE EXPENSES SHALL BE REIMBURSED BY THE COMPANY; FINDING THAT THE MEETING AT WHICH THIS RESOLUTION IS PASSED IS OPEN TO THE PUBLIC AS REQUIRED BY LAW; REQUIRING NOTICE OF THIS RESOLUTION TO THE COMPANY AND LEGAL COUNSEL.

WHEREAS, the City of Waxahachie, Texas ("City") is an electric utility customer of Oncor Electric Delivery Company LLC ("Oncor" or "Company"), and a regulatory authority with an interest in the rates and charges of Oncor; and

WHEREAS, the City is a member of the Steering Committee of Cities Served by Oncor ("Steering Committee"), a coalition of similarly situated cities served by Oncor that have joined together to efficiently and cost effectively review and respond to electric issues affecting rates charged in Oncor's service area; and

WHEREAS, on or about May 13, 2022, Oncor filed with the City an application to increase system-wide transmission and distribution rates by \$251 million or approximately 4.5% over present revenues. The Company asks the City to approve an 11.2% increase in residential rates and a 1.6% increase in street lighting rates; and

WHEREAS, the Steering Committee is coordinating its review of Oncor's application and working with the designated attorneys and consultants to resolve issues in the Company's filing; and

WHEREAS, through review of the application, the Steering Committee's consultants determined that Oncor's proposed rates are excessive; and

WHEREAS, the Steering Committee's members and attorneys recommend that members deny the Application; and

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

Section 1. That the rates proposed by Oncor to be recovered through its electric rates charged to customers located within the City limits, are hereby found to be unreasonable and shall be denied.

(5j)

Section 2. That the Company shall continue to charge its existing rates to customers within the City.

Section 3. That the City's reasonable rate case expenses shall be reimbursed in full by Oncor within 30 days of the adoption of this Resolution.

Section 4. That it is hereby officially found and determined that the meeting at which this Resolution is passed is open to the public as required by law and the public notice of the time, place, and purpose of said meeting was given as required.

Section 5. That a copy of this Resolution shall be sent to Oncor, Care of Howard Fisher, Oncor Electric Delivery Company, LLC, 1616 Woodall Rodgers Freeway, Dallas, Texas 75202 and to Thomas Brocato, Counsel to the Steering Committee, at Lloyd Gosselink Rochelle & Townsend, P.C., 816 Congress Ave., Suite 1900, Austin, TX 78701.

PASSED AND APPROVED this 17th day of October, 2022.

David Hill, Mayor

ATTEST:

Amber Villarreal, City Secretary

(5K)



Memorandum

To: Honorable Mayor and City Council

From: David Bailey, Senior Director of Utilities

Thru: Michael Scott, City Manager

Date: October 12, 2022

Re: Consider a Contract Renewal with Evoqua Water Technologies for Sodium Chlorite Purchase and Chlorine Dioxide Generator Rental Agreement

Item Description: Consider a contract renewal agreement with Evoqua Water Technologies for the purchase of sodium chlorite and the rental and maintenance of generators utilized to generate chlorine dioxide for water treatment at the Howard Road and Robert W. Sokoll Water Treatment Plants.

Item Summary: Sodium Chlorite is utilized as the pre-disinfectant and for iron and manganese control at the Howard Road and Sokoll Water Treatment Plants. The City has held annual agreements with Evoqua Water Technologies for over ten years. This agreement includes purchasing of chemical and maintenance of the onsite generators currently at both facilities and will be effective October 1, 2022 through September 30, 2023.

Fiscal Impact: This project is a budgeted expense included in the Utility Department's FY-23 operations and maintenance budget. The City anticipates it will purchase approximately \$200,000 of chemical from Evoqua and recommends approval of this contract extension.

Planning & Zoning Department

Plat Staff Report

Case: ZDC-93-2022



MEETING DATES

Planning & Zoning Commission: October 11, 2022

City Council: October 17, 2022

ACTION SINCE INITIAL STAFF REPORT

At the Planning & Zoning Commission meeting, held October 11, 2022, the Commission voted 6-0 to recommend approval of the case number ZDC-93-2022, as recommended by Staff.

CAPTION

Public Hearing on a request Reginald Levingston, for a **Specific Use Permit (SUP)** for an **Accessory Structure +700SF**, use within a Single Family – 3 (SF-3) zoning district located at 110 Elder St (Property ID 171560) - Owner: Reginald Levingston.

APPLICANT REQUEST

The applicant is requesting a Specific Use Permit for a metal carport structure with approximately 26' X 31' dimensions.

CASE INFORMATION

Applicant: Reginald Levingston

Property Owner(s): Reginald Levingston

Site Acreage: 0.65 acres

Current Zoning : SF-3

Requested Zoning: SF-3 with a Specific Use Permit (SUP) for an accessory structure greater than 700 square feet.

SUBJECT PROPERTY

General Location: 110 Elder St.

Parcel ID Number(s): 171560

Current Zoning: Single Family-3 (SF-3)

Existing Use: The existing use is residential.

Development History The property is platted.

(7)

Adjoining Zoning & Uses:

Direction	Zoning	Current Use
North	Single-Family-1	Single Family Residential Home
East	Single-Family-1	Single Family Residential Home
South	Single-Family-1	Single Family Residential Home
West	Single-Family-1	Single Family Residential Home

Future Land Use Plan:

Low Density Residential

Comprehensive Plan:

This use is representative of smaller single-family homes and some duplex units. The majority of Waxahachie's current development is of a similar density. It is appropriate to have approximately 3.5 dwelling units per acre.

Thoroughfare Plan:

The subject property is accessible via Elder St.

Site Aerial:



PLANNING ANALYSIS

The applicant is requesting a SUP for an existing metal carport, +700 sq. ft. (806 sq. ft.) accessory structure located to the side of a single-family residential lot at 110 Elder Street. The Ellis County Appraisal District, did not reflect information about the primary structure on the property. Still, staff determined that the primary structure is approximately 2,300 square feet. Per the City of Waxahachie Zoning Ordinance, an accessory structure equal to or greater than 700 square feet requires a Specific Use Permit (SUP) to be approved by City Council. This request was preceded by a Code Enforcement violation for not having a SUP or building permit for the accessory structure. The applicant applied for the SUP immediately after being notified by Code Enforcement.

Proposed Use:

The existing accessory structure is a metal carport with open sides, approximately 806 sq ft in size. The structure is intended to protect vehicles from harsh Texan elements. The applicant has confirmed to staff that the structure will not be used as a dwelling of any kind and will not be metered, sold, or leased separately from the existing home. The accessory structure is connected to the existing driveway with a concrete drive.

PUBLIC NOTIFICATIONS

To comply with State law contained in Local Government Code Chapter 211 and the City's public hearing notice requirements, 22 notices were mailed to property owners within 200 feet of the request. In addition, a notice was published in the Waxahachie Sun, and a sign was visibly posted at the property.

PROPERTY OWNER NOTIFICATION RESPONSES

At the time of this report (October 12, 2022), staff has received one (1) letter of support for this case.

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 accessory structure shall not be used as a dwelling.
 2. The accessory structure shall not be used for commercial purposes.
 3. The accessory structure shall not be leased or sold separately from the primary residence and shall not be separately metered.
 4. The applicant shall obtain a permit from the City of Waxahachie Building Department.

ATTACHED EXHIBITS

Identify the exhibits that will be included as agenda backup material.

1. Public Notification Response
2. SUP Ordinance
3. Exhibit A – Location Map
4. Exhibit B – Site Layout Exhibit
5. Exhibit C – Structure Rendering
6. Exhibit D – Staff Report

APPLICANT REQUIREMENTS

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

STAFF CONTACT INFORMATION

Prepared by:

Jennifer Pruitt, AICP, LEED-AP, CNU-A
 Senior Director of Planning
jennifer.pruitt@waxahachie.com



(7)

City of Waxahachie, Texas
Notice of Public Hearing
Case Number: ZDC-93-2022

ESTRADA AURORA
118 ELDER ST
WAXAHACHIE, TX 75165

The Waxahachie Planning & Zoning Commission will hold a Public Hearing on Tuesday, October 11, 2022 at 7:00 p.m. and the Waxahachie City Council will hold a Public Hearing on Monday, October 17, 2022 at 7:00 p.m. in the Council Chamber at the Waxahachie City Hall, 401 South Rogers Street, Waxahachie, Texas to consider the following:

Request by Reginald Levingston, for a Specific Use Permit (SUP) for an Accessory Structure +700sf, use within a Single Family - 3 (SF-3) zoning district located at 110 Elder St (Property ID 171560) - Owner: REGINALD LEVINGSTON (ZDC-93-2022)
Staff: Ashlie Jones

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-93-2022

City Reference: 171563

Your response to this notification is optional. If you choose to respond, please return this form by 5:00 P.M. on October 5, 2022 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:

Signature

Aurora Estrada
Printed Name and Title

Date

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.

ORDINANCE NO. _____

AN ORDINANCE AUTHORIZING A SPECIFIC USE PERMIT (SUP) TO PERMIT AN ACCESSORY STRUCTURE EQUAL TO OR GREATER THAN 700 SQUARE FEET USE WITHIN A SINGLE FAMILY-3 (SF-3) ZONING DISTRICT, LOCATED AT 110 ELDER STREET, BEING PROPERTY ID 141560, IN THE CITY OF WAXAHACHIE, ELLIS COUNTY, TEXAS, BEING LOT 2, BLOCK 232, IN THE TOWN ADDITION, AND ORDERING THE CHANGING OF THE ZONING MAP THEREOF IN ACCORDANCE WITH SAID CHANGE.

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

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

WHEREAS, the described property is classified in said ordinance and any amendments thereto as SF-1; 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-93-2022. 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 SF-3 to SF-3, with a SUP in order to permit an Accessory Structure Equal to or Greater Than 700 Square Feet use on the following property: being lot 2, Block 232, in the Town Addition, which is shown on Exhibit A, in accordance with the Site Layout Exhibit attached as Exhibit B, the Structure Rendering attached as Exhibit C, and the Staff Report attached as Exhibit D.

SPECIFIC USE PERMIT

Purpose and Intent

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

Specific Use Permit

FOR OPERATION OF A SPECIFIC USE PERMIT FOR AN ACCESSORY STRUCTURE EQUAL TO OR GREATER THAN 700 SQUARE FEET USE WITHIN A SINGLE FAMILY – 3 (SF-3) ZONING 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-93-2022.
2. The development shall adhere to the City Council approved Exhibit A – Location Exhibit, Exhibit B - Site Layout Exhibit, Exhibit C – Structure Rendering Exhibit, and Exhibit D – Staff Report.
3. The accessory structure shall not be used as a dwelling.
4. The accessory structure shall not be used for commercial purposes.
5. The accessory structure shall not be leased or sold separately from the primary residence and shall not be separately metered.
6. The applicant shall obtain a permit from the City of Waxahachie Building Department prior to the construction of the accessory structure.
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. If approved, 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.

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.

(8)

PASSED, APPROVED AND ADOPTED on this _____ day of _____, 2022.

MAYOR

ATTEST:

City Secretary

(87)

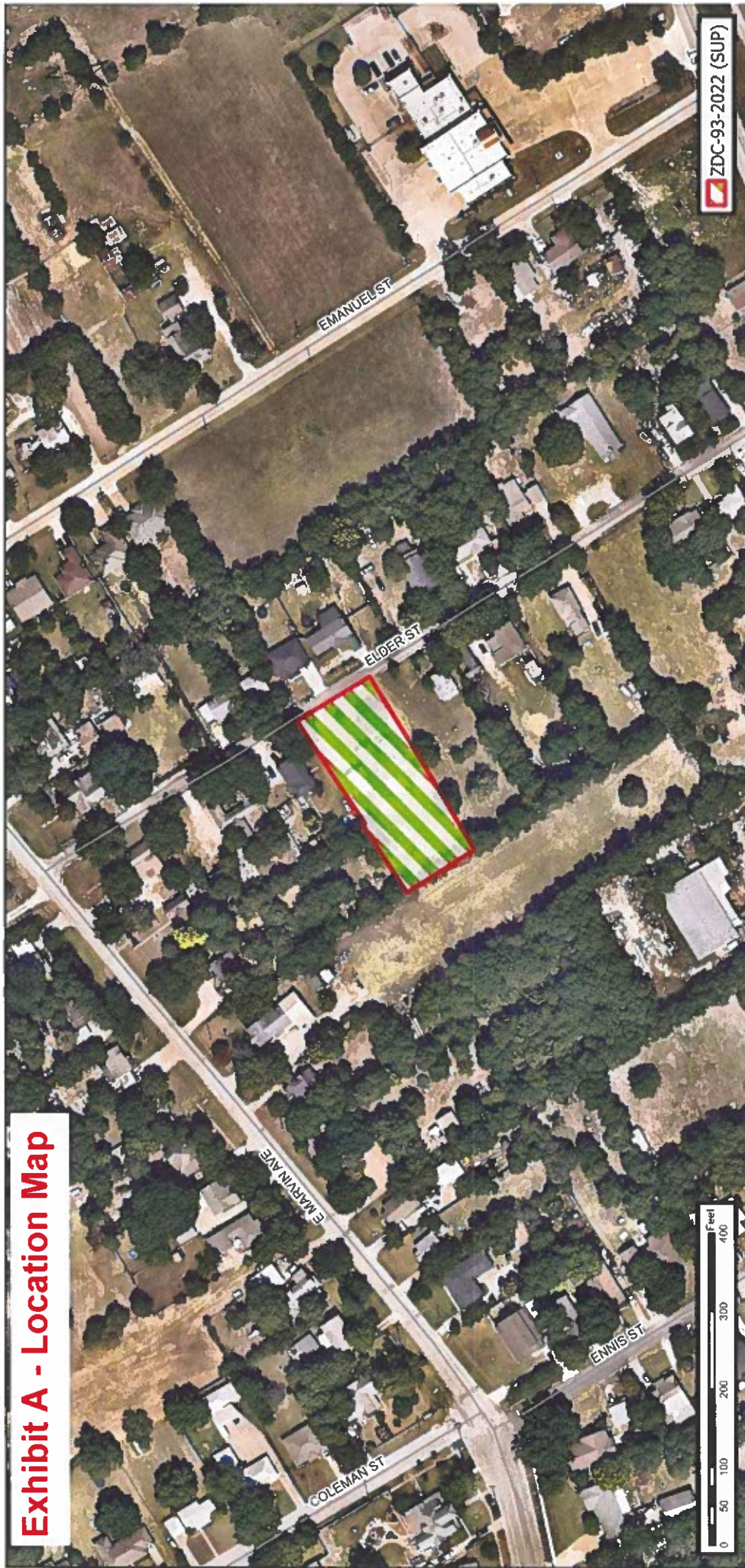


Exhibit A - Location Map

Site Layout Exhibit ZDC-93-2022

- Proposed Accessory Dwelling (750 sq. ft.)
- Existing Home
- Property Line



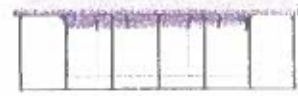
Building Images



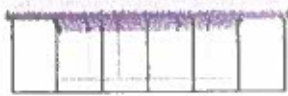
Perspective View



Front



Left Side



Right Side



Back

Planning & Zoning Department Plat Staff Report

Case: ZDC-93-2022



MEETING DATES

Planning & Zoning Commission: October 11, 2022

City Council: October 17, 2022

ACTION SINCE INITIAL STAFF REPORT

At the Planning & Zoning Commission meeting, held October 11, 2022, the Commission voted 6-0 to recommend approval of the case number ZDC-93-2022, as recommended by Staff.

CAPTION

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APPLICANT REQUEST

The applicant is requesting a Specific Use Permit for a metal carport structure with approximately 26' X 31' dimensions.

CASE INFORMATION

Applicant: Reginald Levingston

Property Owner(s): Reginald Levingston

Site Acreage: 0.65 acres

Current Zoning : SF-3

Requested Zoning: SF-3 with a Specific Use Permit (SUP) for an accessory structure greater than 700 square feet.

SUBJECT PROPERTY

General Location: 110 Elder St.

Parcel ID Number(s): 171560

Current Zoning: Single Family-3 (SF-3)

Existing Use: The existing use is residential.

Development History The property is platted.

Exhibit D - Staff Report

(8)

Adjoining Zoning & Uses:

Direction	Zoning	Current Use
North	Single-Family-1	Single Family Residential Home
East	Single-Family-1	Single Family Residential Home
South	Single-Family-1	Single Family Residential Home
West	Single-Family-1	Single Family Residential Home

Future Land Use Plan:

Low Density Residential

Comprehensive Plan:

This use is representative of smaller single-family homes and some duplex units. The majority of Waxahachie's current development is of a similar density. It is appropriate to have approximately 3.5 dwelling units per acre.

Thoroughfare Plan:

The subject property is accessible via Elder St.

Site Aerial:



PLANNING ANALYSIS

The applicant is requesting a SUP for an existing metal carport, +700 sq. ft. (806 sq. ft.) accessory structure located to the side of a single-family residential lot at 110 Elder Street. The Ellis County Appraisal District, did not reflect information about the primary structure on the property. Still, staff determined that the primary structure is approximately 2,300 square feet. Per the City of Waxahachie Zoning Ordinance, an accessory structure equal to or greater than 700 square feet requires a Specific Use Permit (SUP) to be approved by City Council. This request was preceded by a Code Enforcement violation for not having a SUP or building permit for the accessory structure. The applicant applied for the SUP immediately after being notified by Code Enforcement.

Exhibit D - Staff Report

(8)

Proposed Use:

The existing accessory structure is a metal carport with open sides, approximately 806 sq ft in size. The structure is intended to protect vehicles from harsh Texan elements. The applicant has confirmed to staff that the structure will not be used as a dwelling of any kind and will not be metered, sold, or leased separately from the existing home. The accessory structure is connected to the existing driveway with a concrete drive.

PUBLIC NOTIFICATIONS

To comply with State law contained in Local Government Code Chapter 211 and the City's public hearing notice requirements, 22 notices were mailed to property owners within 200 feet of the request. In addition, a notice was published in the Waxahachie Sun, and a sign was visibly posted at the property.

PROPERTY OWNER NOTIFICATION RESPONSES

At the time of this report (October 12, 2022), staff has received one (1) letter of support for this case.

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 accessory structure shall not be used as a dwelling.
 2. The accessory structure shall not be used for commercial purposes.
 3. The accessory structure shall not be leased or sold separately from the primary residence and shall not be separately metered.
 4. The applicant shall obtain a permit from the City of Waxahachie Building Department.

ATTACHED EXHIBITS

Identify the exhibits that will be included as agenda backup material.

1. Public Notification Response
2. SUP Ordinance
3. Exhibit A – Location Map
4. Exhibit B – Site Layout Exhibit
5. Exhibit C – Structure Rendering
6. Exhibit E – Staff Report

APPLICANT REQUIREMENTS

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

STAFF CONTACT INFORMATION

Prepared by:

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Senior Director of Planning

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Memorandum

To: Honorable Mayor and City Council
From: Brad Barnes, Assistant Director of Parks & Recreation
Thru: Michael Scott, City Manager
Date: October 17, 2022
Re: Consider Quote for Services and Authorizing an Agreement with Musco Sports Lighting, LLC for the Purchase and Installation of Athletic Field Lighting at Lee Penn Park

Item Description: Consider approving a quote for services and authorizing an agreement with Musco Sports Lighting, LLC for the purchase and installation of lighting for the baseball field at Lee Penn Park.

Item Summary: Over the last several years City Council has authorized and approved several major renovations and improvements at Lee Penn Park. Replacing the older existing baseball field lighting with newer LED lights and online/remote operation functionality will improve the parks functionality for players, teams, and leagues.

City staff has obtained a quote from Musco Sports Lighting, LLC through the BuyBoard purchasing cooperative, for a total cost of \$158,311. The ability to utilize BuyBoard for this improvement will help expedite the project and allow the City to take advantage of discounted pricing.

Fiscal Impact: In the FY22-23 Budget, City Council approved a service enhancement in the amount of \$165,000 for the replacement of the ballfield lights at Lee Penn Park in account number 100-510-57400, *Improvements Other Than Buildings*.



Memorandum

To: Honorable Mayor and City Council
From: Gumaro Martinez, Executive Director of Parks & Leisure Services
Thru: Michael Scott, City Manager
Date: October 17, 2022
Re: Consider Bid Awards and Authorization of Contracts for Lawn Maintenance and Landscaping Services for the City

Item Description: Consider a bid award and authorization of contract to Lantana Lawn Care for the "High Profile" City properties as identified in RFP 2022-09-01 in the amount of \$317,857.09, and also awarding the bid and authorization of contract to Hoots Lawn Care for the "Utilities Department" properties as identified in RFP 2022-09-01 in the amount of \$74,795. The effective date of the new contracts will be November 1, 2022. The contract is a two (2) year initial term, with three (3) one (1) year renewal options.

Item Summary: Parks staff in conjunction with the City's Purchasing Manager, Jewelie Ramos, solicited bids through a Request for Proposals (RFP) process for the lawn maintenance and landscaping annual contract of various City properties. The scope of the work to be performed included but not limited to regular lawn maintenance, landscaping, fertilization, chemical application, and irrigation checks and repairs. The RFP was advertised in the Waxahachie Sun, the City's website, and also through our online bid system, Publicpurchase.com. By doing so, 543 vendors were notified of the RFP and 24 vendors downloaded and accessed the files. Four (4) vendors attended the pre-bid meeting, one (1) vendor submitted a no-bid, and one (1) vendor was disqualified for submitting an incomplete bid.

Proposals were received and recorded publicly on September 29, 2022. Pricing was not disclosed until the evaluation team had an opportunity to rate the contractors and score each proposal on experience, qualifications, pricing, references, response time, and past performance with the City. The following contractors submitted a proposal:

- Lantana Lawn Care
- Hoots Lawn Care
- MG Lawn and Landscape (disqualified for incomplete bid submission)

After all the qualifying proposals were evaluated independently by the evaluation committee, it was determined that the best value for the City was to award two separate contracts. Lantana Lawn Care had the highest score for the "High Profile" City properties, and Hoots Lawn Care had the highest score for the "Utilities Department" properties. As such, separate contracts will be awarded for the respective RFP property categories, not only giving the City the best value but also the best qualified contractor for the properties.

Fiscal Impact: The various departmental budgets affected by awarding the contracts to Lantana Lawn Care and Hoots Lawn Care have adequate funding available for the FY23 budget year to cover the cost of the properties identified in the RFP. If new properties are added, there may be a need to request additional funding to cover the cost of those properties.



Memorandum

To: Honorable Mayor and City Council

From: David Bailey, Senior Director of Utilities

Thru: Michael Scott, City Manager

Date: October 17, 2022

Re: Consider Approval of a Change Order to a Construction Services Agreement with Dailey Construction, Inc. for Wastewater Main Improvements Along Wyatt Street and Hill Street Branch

Item Description: Consider approval of a change order in the amount of \$62,109.00 to a construction services agreement with Dailey Construction, Inc. for wastewater main improvements along Wyatt Street and Hill Street Branch.

Item Summary: This proposed change order is for pipe bursting of approximately 375-linear feet of 6-inch diameter clay tile sanitary sewer line and replacing it with 8-inch PVC pipe. The sewer line will be replaced along North College Street from just south of the Union Pacific Railroad right of way to Water Street at College Street intersection.

The existing 6-inch section of sanitary has experienced several failures over the past year, including sanitary sewer overflows. After visual inspection, it was determined that there are more breaks within the existing clay pipe and it needs to be replaced.

Fiscal Impact: This project will be funded from FY 2021 Bond funds. Staff has reviewed the proposal and recommends City Council approval of the change order in the amount of \$62,109. This will increase the original contract price from \$1,041,385.00 to \$1,103,494.00.



Memorandum

To: Honorable Mayor and City Council
From: David Bailey, Senior Director of Utilities
Thru: Michael Scott, City Manager *[Signature]*
Date: October 12, 2022
Re: Consider Approval of a Professional Engineering Services Agreement with Birkhoff, Hendrick, & Carter, LLP for Distribution Line-Lofland/Ovilla Rd. Loop PH 2 – CIP Project W-W-11C.

Item Description: Consider Approval of a Professional Engineering Service Agreement with Birkhoff, Hendrick, & Carter, LLP for Distribution Line-Lofland/Ovilla Rd. Loop PH 2 – CIP Project W-W-11C in the amount of \$672,575.

Item Summary: This project includes design & survey services, right of way acquisition services, subsurface investigation, TxDOT coordination, and easement preparation to construct approximately 5,800 linear feet of 20" and 24" water transmission line. The water transmission line shall be installed along Ovilla Road from Marshall Road to the south side of Hwy 287 Bypass. The new water line will enhance the conveyance capability of the Sokoll Water Treatment Plant High Service Pump Station into the 791-water distribution area which will aid in stabilizing system pressures in the northern part of the City.

Fiscal Impact: This \$672,575 project is a planned and budgeted expense included in the Utility Department's 5-year CIP and funded through Water Impact Fees.



Memorandum

To: Honorable Mayor and City Council
From: David Bailey, Senior Director of Utilities
Thru: Michael Scott, City Manager
Date: October 12, 2022
Re: Consider Approval of a Quote from Odessa Pumps to Repair Lake Bardwell Pump Station No. 1 Pump and Motor

Item Description: Consider approval of a quote in the amount of \$76,624 from Odessa Pumps and Motors to repair Lake Bardwell Pump Station No. 1 pump and motor.

Item Summary: In August 2022, the No. 1 pump and motor at Lake Bardwell Pump Station experienced a failure. These pumps provide for the essential function of movement of raw water from Lake Bardwell into Lake Waxahachie where it serves as the primary water source to the Howard Road WTP. The pump and motor were evaluated by Odessa Pumps and various repairs were recommended to both components.

Fiscal Impact: This \$76,624 project is a budgeted expense included in the Utility Department's FY-23 operations and maintenance budget and a purchase order would be issued through BuyBoard purchasing cooperative.