

# **A G E N D A**

A regular meeting of the Mayor and City Council of the City of Waxahachie to be held at the Waxahachie Civic Center, 2000 Civic Center Lane, Meeting Rooms A and B, Waxahachie, Texas, on ***Monday, March 18, 2024 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 March 4, 2024
- b. Event application for 6<sup>th</sup> Annual 5k: Springtime Sprint to be held at Getzendaner Park on March 26, 2024
- c. Event application for Hachie Eclipse of the Heart to be held at Railyard Park on April 6-8, 2024
- d. Event application for Waxahachie Cowboy Gathering to be held at Pocket Park on April 13, 2024
- e. Event application for Meat Church 10 Year Anniversary Celebration to be held April 27, 2024 in Downtown Waxahachie
- f. Event application for Community Assessment to be held at Oak Lawn Park on April 27, 2024
- g. Event application for Texas Tree Climbing Championships to be held at Getzendaner Park and the Chautauqua on May 16-18, 2024
- h. Proposed Ordinance approving a request by Johnny Fussell, for a Petition for ETJ Release for approximately 23.31 acres, located directly south of 1600 Boyce Road (Property ID 192147) – Owner: Jodona Property Company No. 43, LLC (ETJ-PTN-200-2023)

- i. Proposed Ordinance approving a request by Erik Barnard, for a Petition for ETJ Release for approximately 66.48 acres, located adjacent to 301 Buchanan Drive (Property ID 183403 and 274632) – Owner: Barbell Real Estate, LLC, Lindsay Markert, and Jonathan Markert (ETJ-PTN-16-2024)
  - j. Proposed Ordinance approving a request by Dalton Bradbury, for a Petition for ETJ Release for approximately 3.03 acres, located at 3948 S. US Highway 287 and 159 Old Church Road (Property ID 147360 and 147371)– Owner: Seniats III, LLC (ETJ-PTN-17-2024)
  - k. Proposed Ordinance approving a request by Ron Barson, Halstead Investment Trust, for a Petition for ETJ Release for approximately 0.867 acres, located at 105 Ridgecrest Drive (Property ID 249624) – Owner: Ronald Barson & Halstead Investment Trust (ETJ-PTN-22-2024)
  - l. Proposed Ordinance approving a request by James Anderson, for a Petition for ETJ Release for approximately 159.42 acres, located north of 1012 Mustang Road (Property ID 181028) – Owner: Anderson Karen S Irrevocable Trust (ETJ-PTN-26-2024)
  - m. Proposed Ordinance approving a request by James Anderson Trustee, for a Petition for ETJ Release for approximately 69.99 acres, located adjacent to 310 Grainery Road (Property ID 190506) – Owner: Anderson Karen S Irrevocable Trust (ETJ-PTN-27-2024)
  - n. Proposed Ordinance approving a request by Daniel Escobar & Norma Escobar, for a Petition for ETJ Release for approximately 5.257 acres, located at 2395 FM 1446 (Property ID 294232) – Owner: Daniel Escobar & Norma Escobar (ETJ-PTN-42-2024)
  - o. Proposed Ordinance approving a request by Gail Shanks & Kathryn Shanks, for a Petition for ETJ Release for approximately 1.114 acres, located approximately 250 feet west of 2820 Patrick Road (Property ID 197804) – Owner: Gail Shanks & Kathryn Shanks (ETJ-PTN-46-2024)
  - p. Parking/Loading Zone renewals from April 1, 2024-March 31, 2025
  - q. Authorize the City Manager to enter into a Joint Election Contract for Election Services with the Ellis County Elections Administrator
  - r. Contract with the Waxahachie Police Department and Axon to provide body worn cameras and the operating software
6. **Recognize** Assistant Emergency Management Coordinator Donna Insixiengmay for receiving the “Outstanding Public Information Award” presented at the Texas Emergency Management Association’s Annual Leadership Conference
7. **Request to appear** by Majors Don and Helene Wildish, Salvation Army Boys & Girls Club, to present the City of Waxahachie with the National Commander and Mayoral Challenge Awards
8. **Consider** City of Waxahachie Annual Financial Report for year ended September 30, 2023
9. **Continue Public Hearing** on a request by Ido Pistiner, for a Specific Use Permit (SUP) for a Short-Term Rental use within a Planned Development Single-Family Dwelling-2 (PD-SF-2) zoning district located at 462 Wintergreen Drive (Property ID 265831) - Owner: Ido Pistiner (ZDC-190-2023)
10. **Consider** proposed Ordinance approving ZDC-190-2023

11. **Public Hearing** on a request by Gary Davis, for a Specific Use Permit (SUP) for an Accessory Structure over 700 Square Feet use within a Planned Development Single-Family Dwelling-1 (PD-SF-1) zoning district located at 109 Sanders Drive (Property ID 269676) - Owner: Gary Davis (ZDC-9-2024)
12. **Consider** proposed Ordinance approving ZDC-9-2024
13. **Consider** Engineering Professional Services Agreement for the Water Main Extension from US 77 to Old Italy Road
14. **Consider** construction contract for the University Avenue Street Reconstruction
15. **Consider** construction contract for the Graham Street Reconstruction
16. **Convene** into Executive Session for deliberation regarding real property as permitted under Section 551.072 of the Texas Government Code
17. **Reconvene** and take any necessary action
18. Comments by Mayor, City Council, City Attorney and City Manager
19. Adjourn

**The City Council reserves the right to go into Executive Session as authorized by Section 551.071(2) of the Texas Government Code, for the purpose of seeking confidential legal advice from legal counsel on any agenda item listed herein.** This meeting location is wheelchair-accessible. Parking for mobility-impaired persons is available. Any request for sign interpretive services must be made forty-eight hours ahead of the meeting. To make arrangements, call the City Secretary at 469-309-4006 or (TDD) 1-800-RELAY TX

A regular meeting of the Mayor and City Council of the City of Waxahachie was held at the Waxahachie Civic Center, 2000 Civic Center Lane, Meeting Rooms A and B, Waxahachie, Texas, on Monday, March 4, 2024 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  
Terry Welch, City Attorney  
Amber Villarreal, 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**

Pastor Adrian Cooper, Legacy Life Church, gave the invocation. Mayor Hill led the Pledge of Allegiance and the Texas Pledge of Allegiance.

**4. Public Comments**

Darlene Miller, 240 Parks School House Road, Waxahachie, Texas, thanked City Council for volunteering at a joint event by the SPCA of Texas and the Ellis County Sheriff's Office on March 2<sup>nd</sup> to provide a free vaccine clinic and pet pantry. She explained fundraising efforts to provide animal transport have begun and thanked Council Member Billie Wallace for her support.

Leslie Porterfield, 2421 Patrick Road, Waxahachie, Texas, offered to provide microchipping services and volunteered to assist where needed.

**5. Consent Agenda**

- a. Minutes of the City Council meeting of February 19, 2024
- b. Event application for the Grand Mega Meet to be held March 15, 2024 at the Waxahachie Civic Center
- c. Event application for Big Top Shopping Festival to be held April 20-21, 2024 in Downtown Waxahachie
- d. Resolution for Funding Year Two Application for Victims of Crime Act (V.O.C.A.) Grant Awarded to provide for a Mental Health Program for First Responders and their families

**RESOLUTION NO. 1360**

**A RESOLUTION OF THE CITY OF WAXAHACHIE TO OPERATE THE “FIRST RESPONDERS MENTAL HEALTH PROGRAM” FOR THE FISCAL YEAR 2025**

**Action:**

*Chris Wright moved to approve all items on the Consent Agenda, amending Item b. to require six (6) police officers for the event, and authorize the City Manager and/or Mayor to execute all associated documents as necessary. Motion was seconded by Patrick Souter and carried unanimously (5-0).*

**6. Introduce Honorary Councilmember**

Mayor Hill announced there is not an Honorary Council Member in attendance.

**7. Recognize Anthony Warren, Senior Director Building and Community Services, for completing the International Code Council Master Code Professional Certification Program**

Shon Brooks, Executive Director of Development Services, recognized Anthony Warren, Senior Director Building and Community Services, for completing the International Code Council Master Code Professional Certification Program. He noted only 1% of code professionals have completed the certification program. City Council and staff congratulated Mr. Warren on this outstanding achievement.

**8. Present a request by Douglas Cooper, MMA Inc., for a Plat of Ridge Crossing Phase II, being 68.823 acres, located approximately 1,900 feet West of 528 Ovilla Road, situated in the William C. Tunnell Survey, Abstract 1080, an addition to the City of Waxahachie (Property ID: 191627) – Owner: JDS Ovilla Road LLC (SUB-20-2024)**

The Item was presented by Senior Director of Planning Jennifer Pruitt.

**9. Consider approval of SUB-20-2024**

**Action:**

*Billie Wallace moved to approve SUB-20-2024, a Plat of Ridge Crossing Phase II and the associated Petition for Relief Waiver, subject to the conditions of the staff report and authorize the Planning and Zoning Commissioner to sign the associated documents accordingly. Motion was seconded by Patrick Souter and carried unanimously (5-0).*

**10. Public Hearing on a request by Stephen Mott, WISD, for a Specific Use Permit (SUP) for an Electronic Message Sign use within a General Retail (GR) zoning district located at 2999 W US Highway 287 Business, (Property ID: 180484) – Owner: Waxahachie ISD (ZDC-11-2024)**

The Item was presented by Ms. Pruitt.

Mayor Hill opened the Public Hearing at approximately 7:19 p.m.

There being no others to speak for or against ZDC-11-2024, Mayor Hill closed the Public Hearing at approximately 7:19 p.m.

**11. Consider proposed Ordinance approving ZDC-11-2024**

**ORDINANCE NO. 3459**

**AN ORDINANCE AUTHORIZING A SPECIFIC USE PERMIT (SUP) TO PERMIT AN ELECTRONIC MESSAGE SIGN USE WITHIN A GENERAL RETAIL (GR) ZONING DISTRICT, LOCATED 2999 W US HIGHWAY 287 BUSINESS, BEING PROPERTY ID 180484, IN THE CITY OF WAXAHACHIE, ELLIS COUNTY, TEXAS, BEING 1, BLOCK A WILEMON STEAM ACADEMY ADDITION, AND ORDERING THE CHANGING OF THE ZONING MAP THEREOF IN ACCORDANCE WITH SAID CHANGE.**

**Action:**

*Billie Wallace moved to approve the Ordinance for ZDC-11-2024, a Specific Use Permit request for an electronic message sign, subject to the conditions of the staff report. Motion was seconded by Travis Smith and carried unanimously (5-0).*

**12. Public Hearing on a request by Stephen Mott, WISD, for a Specific Use Permit (SUP) for an Electronic Message Sign use within a Planned Development (PD) zoning district located at 250 Saratoga Drive, (Property ID: 189842) – Owner: Waxahachie ISD (ZDC-12-2024)**

The Item was presented by Ms. Pruitt.

Mayor Hill opened the Public Hearing at approximately 7:21 p.m.

There being no others to speak for or against ZDC-12-2024, Mayor Hill closed the Public Hearing at approximately 7:21 p.m.

**13. Consider proposed Ordinance approving ZDC-12-2024**

**ORDINANCE NO. 3460**

**AN ORDINANCE AUTHORIZING A SPECIFIC USE PERMIT (SUP) TO PERMIT AN ELECTRONIC MESSAGE SIGN USE WITHIN A PLANNED DEVELOPMENT-1-COMMERCIAL (PD) ZONING DISTRICT, LOCATED 250 SARATOGA DRIVE, BEING PROPERTY ID 189842, IN THE CITY OF WAXAHACHIE, ELLIS COUNTY, TEXAS, BEING LOT 1, BLOCK A IN THE WISD – ELEMENTARY SCHOOL NO. 10 ADDITION, AND ORDERING THE CHANGING OF THE ZONING MAP THEREOF IN ACCORDANCE WITH SAID CHANGE.**

**Action:**

*Billie Wallace moved to approve the Ordinance for ZDC-12-2024, a Specific Use Permit request for an electronic message sign, subject to the conditions of the staff report. Motion was seconded by Travis Smith and carried unanimously (5-0).*

- 14. Conduct a Public Hearing, and consider approval of a Resolution authorizing the creation of a public improvement district to be known as the Haven Ranch Public Improvement District, ordering public improvements to be made for the benefit of such district, and approving a reimbursement agreement with the developer**

The Item was presented by City Manager Michael Scott. He explained the creation of the Haven Ranch Public Improvement District was a condition of the Development Agreement previously approved by City Council for the site.

Mayor Hill opened the Public Hearing at approximately 7:23 p.m.

There being no others to speak for or against the creation of the Haven Ranch Public Improvement District, Mayor Hill closed the Public Hearing at approximately 7:23 p.m.

**RESOLUTION NO. 1361**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WAXAHACHIE, TEXAS, APPROVING THE CREATION OF A PUBLIC IMPROVEMENT DISTRICT AND ORDERING PUBLIC IMPROVEMENTS TO BE MADE FOR THE BENEFIT OF SUCH DISTRICT; APPROVING A REIMBURSEMENT AGREEMENT; PROVIDING FOR A SEVERABILITY CLAUSE; PROVIDING AN EFFECTIVE DATE; AND CONTAINING OTHER MATTERS RELATING TO THE SUBJECT.**

**Action:**

*Billie Wallace moved approve a Resolution authorizing the creation of a public improvement district to be known as the Haven Ranch Public Improvement District, ordering public improvements to be made for the benefit of such district, approving a reimbursement agreement with the developer and authorize the Mayor and/or City Manager to execute all necessary documents. Motion was seconded by Travis Smith and carried unanimously (5-0).*

- 15. Consider proposed mural installations for 401 S. Elm Street and 109 N. Rogers**

The Item was presented by David McSpadden, Waxahachie Community Development Corporation (WCDC). Mr. McSpadden explained the two mural designs were reviewed and approved by WCDC.

**Action:**

*Billie Wallace moved approve the two mural installs at 401 S. Elm and 109 N. Rogers as part of phase one of the WCDC Downtown Mural Program as represented and authorize the City Manager to execute all necessary documents. Motion was seconded by Travis Smith and carried unanimously (5-0).*

**16. Comments by Mayor, City Council, City Attorney and City Manager**

Council Members and City Staff praised Anthony Warren for completing the International Code Council Master Code Professional Certification Program and thanked him for being an asset to our community.

Council Member Travis Smith thanked Brad Elliott and the Ellis County Sheriff's Office Animal Control team for organizing the joint event with the SPCA of Texas. He praised the full participation of City Council at the event.

Council Member Billie Wallace echoed Council Member Smith's comments. She thanked staff for their quick response to issues at Jetty Park over the weekend.

City Manager Michael Scott announced the mid-year retreat will be held April 11<sup>th</sup> at the Civic Center. Mr. Scott explained staff is diligently preparing for the totality eclipse on April 8<sup>th</sup> noting many city facilities will be closed due to increased influx of visitors to Waxahachie.

Council Member Chris Wright thanked Communications and Marketing Director Alice Jauregui for the excellent work on providing information to the public through social media.

Council Member Patrick Souter acknowledged the need for a long-term solution for the animal issues in Waxahachie. He thanked David McSpadden, WDCD, Leighton Autrey, and the mural committee for their work on the mural program.

Mayor David Hill echoed all of City Council's comments and announced Waxahachie Chamber President Kevin Strength is recovering well.

**17. Adjourn**

There being no further business, the meeting adjourned at 7:44 p.m.

Respectfully submitted,

Amber Villarreal, City Secretary





City of Waxahachie  
City Secretary's Office

(5b)

Special Event Application

Date submitted 2/21/24

## Applicant Information

Applicant name: Rhett Brauchler

Are you representing the host organization?

Yes ☒

No ☐

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

Yes ☒

No ☐

Phone:

Cell:

Email:

Mailing address: 1200 Sycamore St., STE 7951

Host organization name: SAGU Southwestern Missions Association

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

On-site contact name: Grant Nordan

Cell: . . . . .

## About the Event

Event name: 6th Annual 5K: Springtime Sprint

Location: Getzendaner Park

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

Anticipated attendance: 100

Description of event: A 5K race from Getzendaner to Railyard Park and back following the Waxahachie Creek Hike and Bike Trail

to raise money for . The main event would be held at Getzendaner and would also include a stage for dj and

presentation of medals, concessions/food trucks, bounce house, and booths for Waxahachie organizations to be represented.

## How many times has this event been hosted before?

1<sup>st</sup> time ☐

2 – 4 times ☐

5 or more times ☒

Location: SAGU Campus

## 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:



**Event activities include (check all that apply):**

- |   |   |
|---|---|
| <input checked="" type="checkbox"/> Amusement rides / Inflatables | <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 checked="" type="checkbox"/> Announcement / Speeches       | <input type="checkbox"/> Live music   |
| <input type="checkbox"/> Information / Literature Distribution    | <input type="checkbox"/> Street closure                                     |
| <input checked="" type="checkbox"/> DJ / Recorded Music           | <input type="checkbox"/> Other:   |

**The event is:**

- |  |   |
|--|---|
| <input type="radio"/> Private                                    | <input 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.

Participation is a \$5 fee for students and \$10 for all other participants.

**Event timeline:**

	Date(s)	Start Time:	End Time:
Event Date	March 26th	4pm	6pm
Event Set-up	March 26th	11am	2pm
Event Breakdown	March 26th	6pm	8pm

**Run / Walk:**

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

\_\_\_\_\_ 1 mile      5pm 5K      \_\_\_\_\_ Other distance

Please indicate your expected attendance: 100

Number of participants:

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

*Provide route on attached site map.*



### Food / Beverage:

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

[Sample Downtown Event/Festival Boundary Map](#)

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

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

### Police / Security Services:

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

Event staff How many: \_\_\_\_\_ Date(s) & time(s): \_\_\_\_\_  
Volunteers How many: \_\_\_\_\_ Date(s) & time(s): \_\_\_\_\_  
Private security How many: \_\_\_\_\_ Date(s) & time(s): \_\_\_\_\_  
Company name: \_\_\_\_\_

Contact name and number: \_\_\_\_\_

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

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

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

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

Contact name: \_\_\_\_\_ Phone number: \_\_\_\_\_

### Street Closures:

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

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

Street closings to begin on date: \_\_\_\_\_ Start time: \_\_\_\_\_ End time: \_\_\_\_\_

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

### Traffic Safety Equipment:

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

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

Traffic Cones How many: 12 Barricades How many: 4

Other: \_\_\_\_\_

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



City of Waxahachie  
City Secretary's Office

Special Event Application

When will the traffic equipment be set-up?

Date: 3/26/24

Time: 11am

When will the traffic equipment be removed?

Date: 3/26/24

Time: 6pm

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:

SAGU

Explain services in detail:

A generator will be utilized for stage equipment: dj booth, speakers

**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.

Ruth Budde

Signature

2/26/24

Date

**Contract Agreement**

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

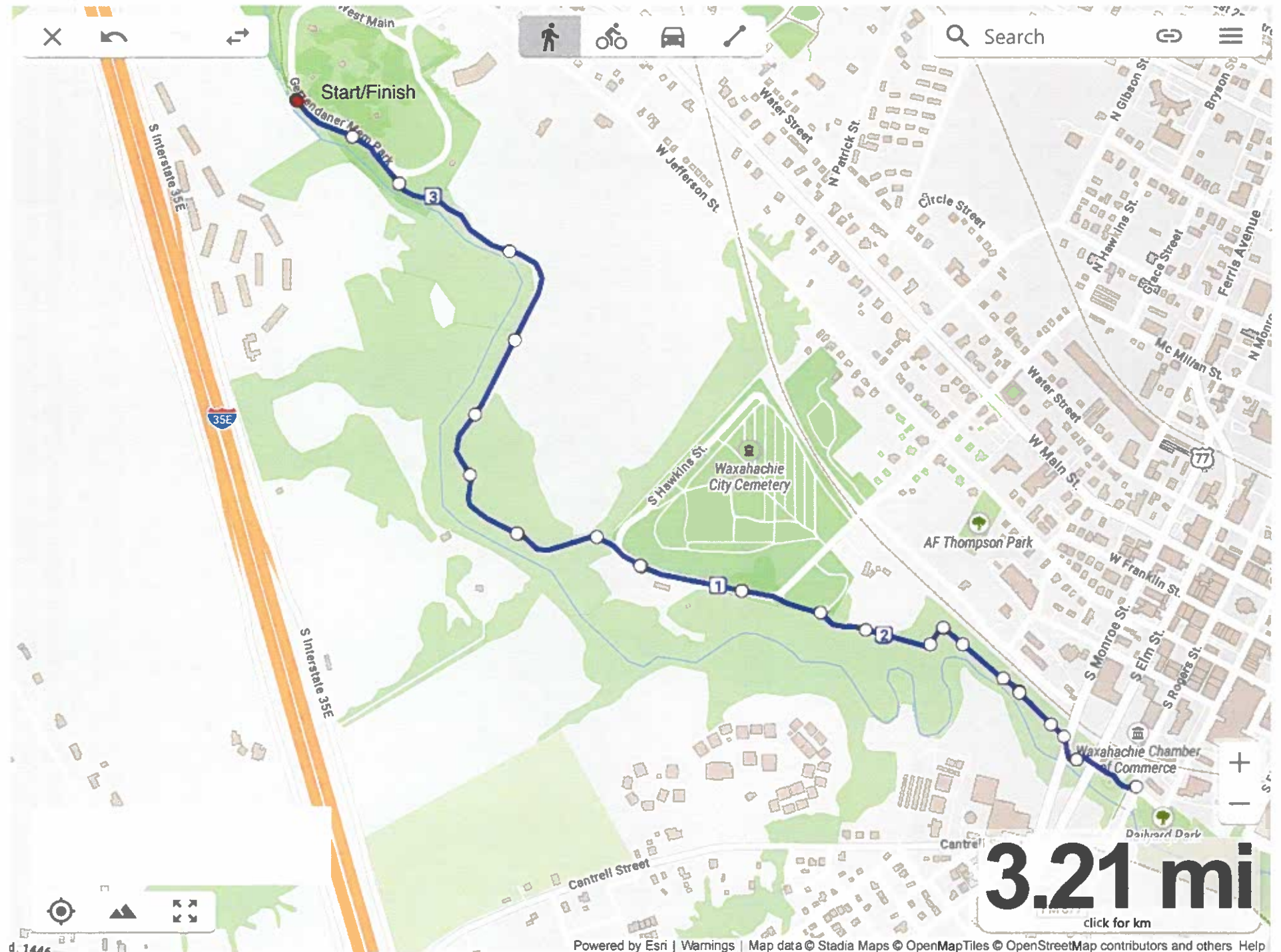
Ruth Budde

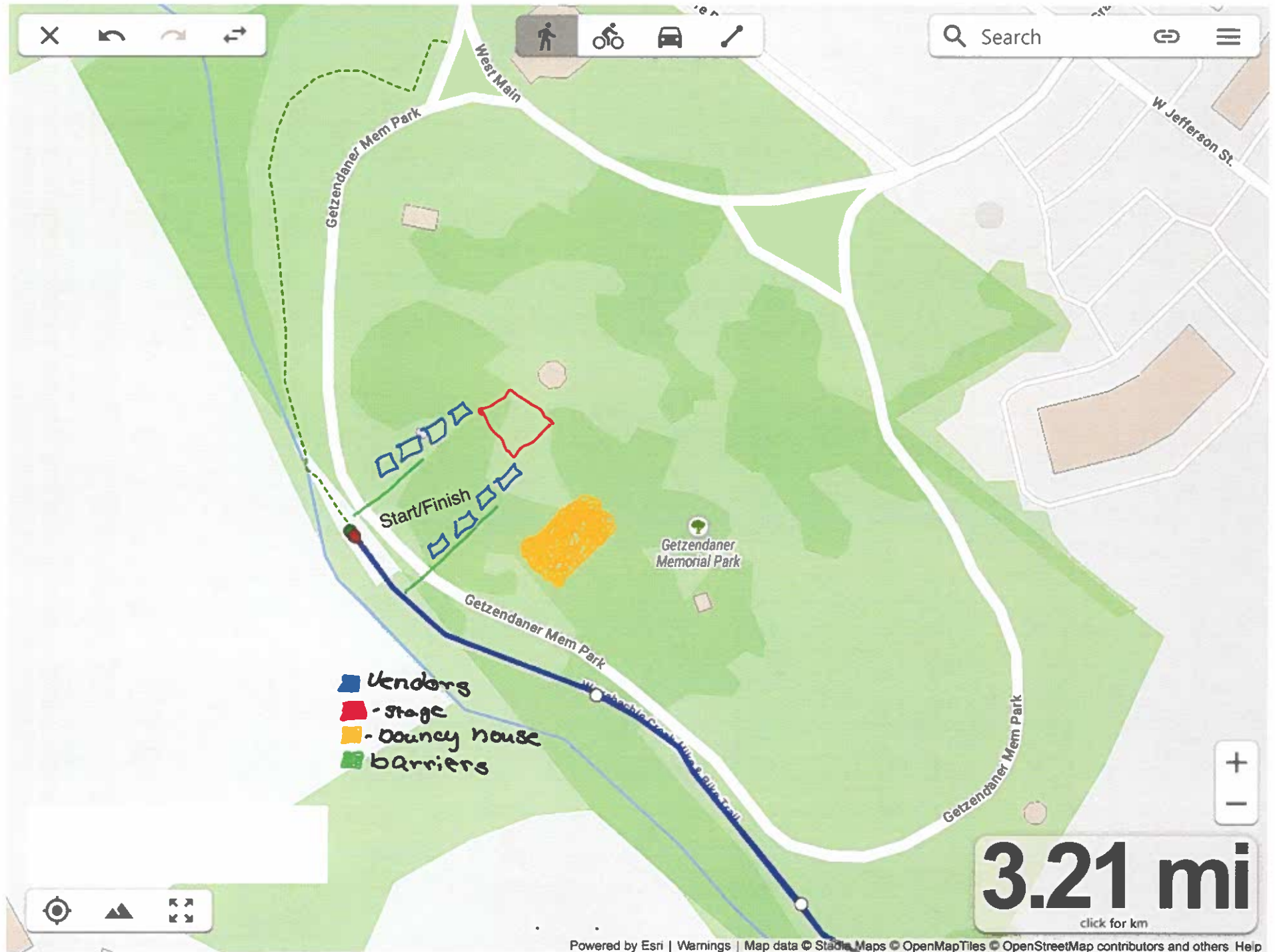
Signature

2/26/24

Date







## Bonner, Jami

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**From:** Cooper, Kyle  
**Sent:** Monday, March 4, 2024 4:25 PM  
**To:** Bonner, Jami; Martinez, Gumaro; Barnes, Bradley; Campos, Yadira; Joe Wiser  
**Subject:** RE: Event Application - 6th Annual 5K Springtime Sprint

The site plan includes barriers across the park road, but the application does not specify any road or parking lot closures. If barriers are placed, they would need to be manned throughout the entire event to allow vehicular traffic and emergency services access throughout the park.



**Kyle Cooper, CPRP**  
*Senior Director*  
*Parks and Recreation*  
City of Waxahachie  
469-336-5377  
972-268-4549  
[Kyle.Cooper@waxahachie.com](mailto:Kyle.Cooper@waxahachie.com)

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**From:** Bonner, Jami  
**Sent:** Monday, March 4, 2024 12:13 PM  
**To:** Martinez, Gumaro <[gmartinez@waxahachie.com](mailto:gmartinez@waxahachie.com)>; Cooper, Kyle <[kyle.cooper@waxahachie.com](mailto:kyle.cooper@waxahachie.com)>; Barnes, Bradley <[bradley.barnes@waxahachie.com](mailto:bradley.barnes@waxahachie.com)>; Campos, Yadira <[ycampos@waxahachie.com](mailto:ycampos@waxahachie.com)>; Joe Wiser <[JWiser@waxahachiepd.org](mailto:JWiser@waxahachiepd.org)>  
**Subject:** FW: Event Application - 6th Annual 5K Springtime Sprint

Good afternoon,

Please provide any comments you may have in regards to the attached event application. Thank you.

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**From:** Bonner, Jami <>  
**Sent:** Monday, February 26, 2024 3:17 PM  
**To:** Martinez, Gumaro <[gmartinez@waxahachie.com](mailto:gmartinez@waxahachie.com)>; Cooper, Kyle <[kyle.cooper@waxahachie.com](mailto:kyle.cooper@waxahachie.com)>; Barnes, Bradley <[bradley.barnes@waxahachie.com](mailto:bradley.barnes@waxahachie.com)>; Campos, Yadira <[ycampos@waxahachie.com](mailto:ycampos@waxahachie.com)>; Ricky Boyd <[rboyd@waxahachiefire.org](mailto:rboyd@waxahachiefire.org)>; Joe Wiser <[JWiser@waxahachiepd.org](mailto:JWiser@waxahachiepd.org)>; Griffith, Thomas <[john.griffith@waxahachie.com](mailto:john.griffith@waxahachie.com)>; Donna Insixiengmay <[donna.insixiengmay@waxahachiepd.org](mailto:donna.insixiengmay@waxahachiepd.org)>; Megan Womack <[megan.womack@waxahachiepd.org](mailto:megan.womack@waxahachiepd.org)>; Jordan, Me'Lony <[mjordan@waxahachie.com](mailto:mjordan@waxahachie.com)>; Warren, Anthony <[anthony.warren@waxahachie.com](mailto:anthony.warren@waxahachie.com)>; Massey, Matt <[mmassey@waxahachie.com](mailto:mmassey@waxahachie.com)>; Stoker, Justin <[justin.stoker@waxahachie.com](mailto:justin.stoker@waxahachie.com)>  
**Cc:** Scott, Michael <[mScott@waxahachie.com](mailto:mScott@waxahachie.com)>; Lawrence, Albert <[alawrence@waxahachie.com](mailto:alawrence@waxahachie.com)>; Villarreal, Amber <[avillarreal@waxahachie.com](mailto:avillarreal@waxahachie.com)>  
**Subject:** Event Application - 6th Annual 5K Springtime Sprint





City of Waxahachie  
City Secretary's Office

Special Event Application

Date submitted 3/1/24

## Applicant Information

Applicant name: Danielle Guinn

Are you representing the host organization?

Yes ☒

No ☐

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

Yes ☒

No ☐

Phone: 469-309-4051

Cell:

Email: danielle.guinn@waxahachie.com

Mailing address: 2000 Civic Center Lane

Host organization name: Waxahachie CVB

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

On-site contact name: Monica Boyd

Cell:

## About the Event

Event name: Hachie Eclipse of the Heart

Location: Railyard Park

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

Anticipated attendance: 100,000

Description of event: Saturday, April 6- Beatles Tribute Band Concert; Sunday,

April 7- Dark Side of the Moon Laser Light Show; Monday, April 8- Eclipse Watching Party with DJ Alexx

## How many times has this event been hosted before?

1<sup>st</sup> 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:





**Event activities include (check all that apply):**

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

**The event is:**

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

Admission information, if applicable:

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

**Event timeline:**

	Date(s)	Start Time:	End Time:
Event Date	4/6 & 4/7 & 4/8	6pm & 8pm & 12pm	8pm & 10pm & 3pm
Event Set-up	Same	Afternoon	When Completed
Event Breakdown	Same	After Event	When Completed

**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.*



### Food / Beverage:

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

[Sample Downtown Event/Festival Boundary Map](#)

[Code of Ordinances Ch. 4 Sec. 4-7 Alcohol at approved festivals and events](#)

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

### Police / Security Services:

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

Event staff How many: 2 - 4 Date(s) & time(s): \_\_\_\_\_  
Volunteers How many: \_\_\_\_\_ Date(s) & time(s): \_\_\_\_\_  
Private security How many: \_\_\_\_\_ Date(s) & time(s): \_\_\_\_\_  
Company name: \_\_\_\_\_

Contact name and number: \_\_\_\_\_

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

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

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

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

Contact name: \_\_\_\_\_ Phone number: \_\_\_\_\_

### Street Closures:

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

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

Street between Railyard Park & Fresh Coffee

Street closings to begin on date: 4/6, 4/7, 4/8 Start time: During Event End time: After Event

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

Other: \_\_\_\_\_

Where should equipment be dropped off & picked up? Usual Places



When will the traffic equipment be set-up?

Date: Day of

Time: 2 hours prior

When will the traffic equipment be removed?

Date: Day of

Time: End of day

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:

Full band 4/6, Laser show 4/7, Basic setup 4/8

### 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.

3.1.24

Signature

Date

### Contract Agreement

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

3.1.24

Signature

Date



# RAILYARD PARK



**PUBLIC  
PARKING**

**STAGE  
(CONCERT/  
LIGHT SHOW/DJ)**

**FOOD TRUCK PARKING**

**RYP TENT**

**PORT A POTTIES**

**ROAD CLOSURE  
BARRICADE**

**ROAD CLOSURE  
BARRICADE**

**RAILYARD PARK**  
**455 S. COLLEGE STREET**  
**WAXAHACHIE, TX 75165**



**Bonner, Jami**

---

**From:** Joe Wiser  
**Sent:** Tuesday, March 12, 2024 8:28 AM  
**To:** Bonner, Jami  
**Subject:** RE: Event Application: Hachie Eclipse of the Heart

No comments other than having the applicant ask for officers right away. The eclipse itself, has many of our staff committed to overtime that next day.

Joe Wiser

**From:** Bonner, Jami  
**Sent:** Tuesday, March 12, 2024 8:23 AM  
**To:** Joe Wiser <[JWiser@waxahachiepd.org](mailto:JWiser@waxahachiepd.org)>  
**Subject:** FW: Event Application: Hachie Eclipse of the Heart

Good morning Chief,

Please let me know if you have any comments or concerns in regards to the attached event application. Thank you.

**From:** Villarreal, Amber <[avillarreal@waxahachie.com](mailto:avillarreal@waxahachie.com)>  
**Sent:** Friday, March 8, 2024 1:02 PM  
**To:** Joe Wiser <[JWiser@waxahachiepd.org](mailto:JWiser@waxahachiepd.org)>; Boyd, Ricky <[RBoyd@waxahachiefire.org](mailto:RBoyd@waxahachiefire.org)>; Donna Insixiengmay <[donna.insixiengmay@waxahachiepd.org](mailto:donna.insixiengmay@waxahachiepd.org)>; Megan Womack <[megan.womack@waxahachiepd.org](mailto:megan.womack@waxahachiepd.org)>; Massey, Matt <[mmassey@waxahachie.com](mailto:mmassey@waxahachie.com)>; Stoker, Justin <[justin.stoker@waxahachie.com](mailto:justin.stoker@waxahachie.com)>; Gaertner, James <[jgaertner@waxahachie.com](mailto:jgaertner@waxahachie.com)>; Martinez, Gumaro <[gmartinez@waxahachie.com](mailto:gmartinez@waxahachie.com)>; Ketteman, Warren <[warren.ketteman@waxahachie.com](mailto:warren.ketteman@waxahachie.com)>; Mosley, Laurie <[mosley@waxahachiecvb.com](mailto:mosley@waxahachiecvb.com)>; Jordan, Me'Lony <[mjordan@waxahachie.com](mailto:mjordan@waxahachie.com)>; Cooper, Kyle <[kyle.cooper@waxahachie.com](mailto:kyle.cooper@waxahachie.com)>; Campos, Yadira <[ycampos@waxahachie.com](mailto:ycampos@waxahachie.com)>; Barnes, Bradley <[bradley.barnes@waxahachie.com](mailto:bradley.barnes@waxahachie.com)>; Thomas Griffith <[tgriffith@waxahachiepd.org](mailto:tgriffith@waxahachiepd.org)>; Tuley, Eleana <[eleana.tuley@waxahachie.com](mailto:eleana.tuley@waxahachie.com)>; Mendez, Wally <[wmendez@waxahachie.com](mailto:wmendez@waxahachie.com)>; Warren, Anthony <[anthony.warren@waxahachie.com](mailto:anthony.warren@waxahachie.com)>  
**Cc:** Scott, Michael <[miscott@waxahachie.com](mailto:miscott@waxahachie.com)>; Lawrence, Albert <[alawrence@waxahachie.com](mailto:alawrence@waxahachie.com)>; Bonner, Jami <[jami.bonner@waxahachie.com](mailto:jami.bonner@waxahachie.com)>; Crocker, Clarice <[ccrocker@waxahachie.com](mailto:ccrocker@waxahachie.com)>; Guinn, Danielle <[danielle.guinn@waxahachie.com](mailto:danielle.guinn@waxahachie.com)>  
**Subject:** Event Application: Hachie Eclipse of the Heart

For your review/comments.

Thank you,

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

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Date submitted 3/1/24

### Applicant Information

Applicant name: David Smith- Waxahachie Cowboy Gathering

Are you representing the host organization?

Yes ☒

No ☐

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

Yes ☒

No ☐

Phone: \_\_\_\_\_

Cell: \_\_\_\_\_

Email: \_\_\_\_\_

Mailing address: 905 W. Main

Host organization name: Waxahachie Cowboy Gathering

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

On-site contact name: David Smith

Cell: \_\_\_\_\_

### About the Event

Event name: Waxahachie Cowboy Gathering

Location: Pocket Park

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

Anticipated attendance: .....

Description of event:

Saturday, April 13; Buffalo to stand in grass area with tea and lemonade by Canes Chicken; possible poets and/or musicians

### How many times has this event been hosted before?

1<sup>st</sup> 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: \_\_\_\_\_



**Event activities include (check all that apply):**

- |  |   |
|--|---|
| <input type="checkbox"/> Amusement rides / Inflatables         | <input checked="" type="checkbox"/> Food – sampled, served, or sold         |
| <input checked="" type="checkbox"/> Animals / Petting Zoo      | <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 type="checkbox"/> Street closure                                     |
| <input type="checkbox"/> DJ / Recorded Music                   | <input type="checkbox"/> Other:   |

**The event is:**

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

Admission information, if applicable:

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

**Event timeline:**

	Date(s)	Start Time:	End Time:
Event Date	4-13	TBD	TBD
Event Set-up	Same	No set up required	No set up required
Event Breakdown	Same	Basically nothing to take down	Basically nothing to take down

**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.*



### Food / Beverage:

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

[Sample Downtown Event/Festival Boundary Map](#)

[Code of Ordinances Ch. 4 Sec. 4-7 Alcohol at approved festivals and events](#)

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

### Police / Security Services:

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

Event staff How many: \_\_\_\_\_ Date(s) & time(s): \_\_\_\_\_  
Volunteers How many: \_\_\_\_\_ Date(s) & time(s): \_\_\_\_\_  
Private security How many: \_\_\_\_\_ Date(s) & time(s): \_\_\_\_\_  
Company name: \_\_\_\_\_

Contact name and number: \_\_\_\_\_

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

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

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

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

Contact name: \_\_\_\_\_ Phone number: \_\_\_\_\_

### Street Closures:

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

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

Street closings to begin on date: \_\_\_\_\_ Start time: \_\_\_\_\_ End time: \_\_\_\_\_

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

### Traffic Safety Equipment:

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

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

Traffic Cones How many: \_\_\_\_\_ Barricades How many: \_\_\_\_\_

Other: \_\_\_\_\_

Where should equipment be dropped off & picked up? Usual Places





City of Waxahachie  
City Secretary's Office

Special Event Application

When will the traffic equipment be set-up?

Date: \_\_\_\_\_ Time: \_\_\_\_\_

When will the traffic equipment be removed?

Date: \_\_\_\_\_ Time: \_\_\_\_\_

Are you requesting the use of City traffic equipment?

Yes ☐

No ☒

**Availability is not guaranteed**

**Streets cannot be blocked without prior approval.**

**Temporary Tents & Structures:**

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

Yes ☐

No ☒

List the # of tents & sizes:

**Indicate locations on attached required site map.**

**Electrical Services:**

How will electrical services be supplied?

Generator ☐

Franchise Utilities ☐

Both ☐

List contractor / supplier: \_\_\_\_\_

Explain services in detail: \_\_\_\_\_

**Insurance**

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

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

**Hold Harmless Clause**

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



Signature

3.5.24

Date

**Contract Agreement**

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



Signature

3.5.24

Date

## Villarreal, Amber

---

**From:** Mosley, Laurie  
**Sent:** Friday, March 8, 2024 12:40 PM  
**To:** Tuley, Eleana; Villarreal, Amber; Joe Wiser; Boyd, Ricky; Martinez, Gumaro; Kettelman, Warren; Mendez, Wally; Jordan, Me'Lony; Warren, Anthony; Thomas Griffith; Donna Insixiengmay; Megan Womack  
**Cc:** Scott, Michael; Lawrence, Albert; Bonner, Jami  
**Subject:** RE: Event Application - Waxahachie Cowboy Gathering at Pocket Park

We now know that the timing will be Noon-2 pm 😊.

---

**From:** Tuley, Eleana <eleana.tuley@waxahachie.com>  
**Sent:** Friday, March 8, 2024 11:01 AM  
**To:** Villarreal, Amber <avillarreal@waxahachie.com>; Joe Wiser <JWiser@waxahachiepd.org>; Boyd, Ricky <RBoyd@waxahachiefire.org>; Martinez, Gumaro <gmartinez@waxahachie.com>; Kettelman, Warren <warren.kettelman@waxahachie.com>; Mendez, Wally <wmendez@waxahachie.com>; Jordan, Me'Lony <mjordan@waxahachie.com>; Warren, Anthony <anthony.warren@waxahachie.com>; Mosley, Laurie <lmosley@waxahachiecvb.com>; Thomas Griffith <tgriffith@waxahachiepd.org>; Donna Insixiengmay <donna.insixiengmay@waxahachiepd.org>; Megan Womack <megan.womack@waxahachiepd.org>  
**Cc:** Scott, Michael <msscott@waxahachie.com>; Lawrence, Albert <alawrence@waxahachie.com>; Bonner, Jami <jami.bonner@waxahachie.com>  
**Subject:** RE: Event Application - Waxahachie Cowboy Gathering at Pocket Park

Amber,

We don't have any more comments, but we would like to know the official event time for start and finish.

We will plan to provide extra poly carts for the day of the event.

Thanks,



**Eleana Tuley, AICP**  
*Downtown Redevelopment & Historic  
Preservation Manager*

City of Waxahachie  
408 S. Rogers Street, P.O. Box 757  
Waxahachie, TX 75168  
O: 469-309-4111  
C: 972-672-3035

---

**From:** Villarreal, Amber  
**Sent:** Wednesday, March 6, 2024 10:45 AM  
**To:** Joe Wiser <[JWiser@waxahachiepd.org](mailto:JWiser@waxahachiepd.org)>; Boyd, Ricky <[RBoyd@waxahachiefire.org](mailto:RBoyd@waxahachiefire.org)>; Martinez, Gumaro <[gmartinez@waxahachie.com](mailto:gmartinez@waxahachie.com)>; Kettelman, Warren <[warren.kettelman@waxahachie.com](mailto:warren.kettelman@waxahachie.com)>; Tuley, Eleana <[eleana.tuley@waxahachie.com](mailto:eleana.tuley@waxahachie.com)>; Mendez, Wally <[wmendez@waxahachie.com](mailto:wmendez@waxahachie.com)>; Jordan, Me'Lony <[mjordan@waxahachie.com](mailto:mjordan@waxahachie.com)>; Warren, Anthony <[anthony.warren@waxahachie.com](mailto:anthony.warren@waxahachie.com)>; Mosley, Laurie



City of Waxahachie  
City Secretary's Office

(52)

Special Event Application

Date submitted

### Applicant Information

Applicant name:

Christian Brewer MEAT CHURCH BBQ

Are you representing the host organization?

Yes ☒

No ☐

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

Yes ☒

No ☐

Phone:

Cell:

Email:

Mailing address:

112 Indian Hills Dr WAXAHACHIE TX 75165

Host organization name:

MEAT CHURCH

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

On-site contact name:

KATE BREWER

Cell:

### About the Event

Event name:

10 YEAR ANNIVERSARY

Location:

114 W MAIN ST WAXAHACHIE TX 75165

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

Anticipated attendance:

~~1K-1.5K~~ 2K-2.5K

Description of event:

Festival Music Live Demos

How many times has this event been hosted before?

1<sup>st</sup> 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:



City of Waxahachie  
City Secretary's Office

Special Event Application

Event activities include (check all that apply):

- |  |   |
|--|---|
| <input type="checkbox"/> Amusement rides / Inflatables         | <input type="checkbox"/> Food – sampled, served, or sold                    |
| <input type="checkbox"/> Animals / Petting Zoo                 | <input type="checkbox"/> Products / Services – given away, sampled, or sold |
| <input type="checkbox"/> Announcement / Speeches               | <input 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: <b>DEMOS</b>                     |

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	4-27-24	<del>8 AM</del> 11 AM	5 pm
Event Set-up	4-27-24	8 AM	5 pm
Event Breakdown	4-27-24	5 pm	6 pm

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.





**Food / Beverage:**

Will the event offer food/beverages?

Yes ☒

No ☐

Will event require any food preparation on-site?

Yes ☐

No ☒

Will alcohol be served/sold?

Yes ☒

No ☐

Sample Downtown Event/Festival Boundary Map

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

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

**Police / Security Services:**

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

Event staff How many: \_\_\_\_\_ Date(s) & time(s): \_\_\_\_\_

Volunteers How many: \_\_\_\_\_ Date(s) & time(s): \_\_\_\_\_

Private security How many: \_\_\_\_\_ Date(s) & time(s): \_\_\_\_\_

Company name: \_\_\_\_\_

Contact name and number: \_\_\_\_\_

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

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

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

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

Contact name: \_\_\_\_\_ Phone number: \_\_\_\_\_

**Street Closures:**

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

If yes, please list all streets, intersections, and parking lots that apply: N. ROGERS

Street closings to begin on date: 4-27-24 Start time: 8AM End time: 5pm

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: 6

Other: 8 TRASH CANS 2 employees for trash duty 3 hours

Where should equipment be dropped off & picked up?



City of Waxahachie  
City Secretary's Office

Special Event Application

When will the traffic equipment be set-up?  
When will the traffic equipment be removed?  
Are you requesting the use of City traffic equipment?

Date: 4-27

Time: 8 AM

Date: 4-27

Time: 5 PM

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, 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

2-23-24

Date

**Contract Agreement**

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

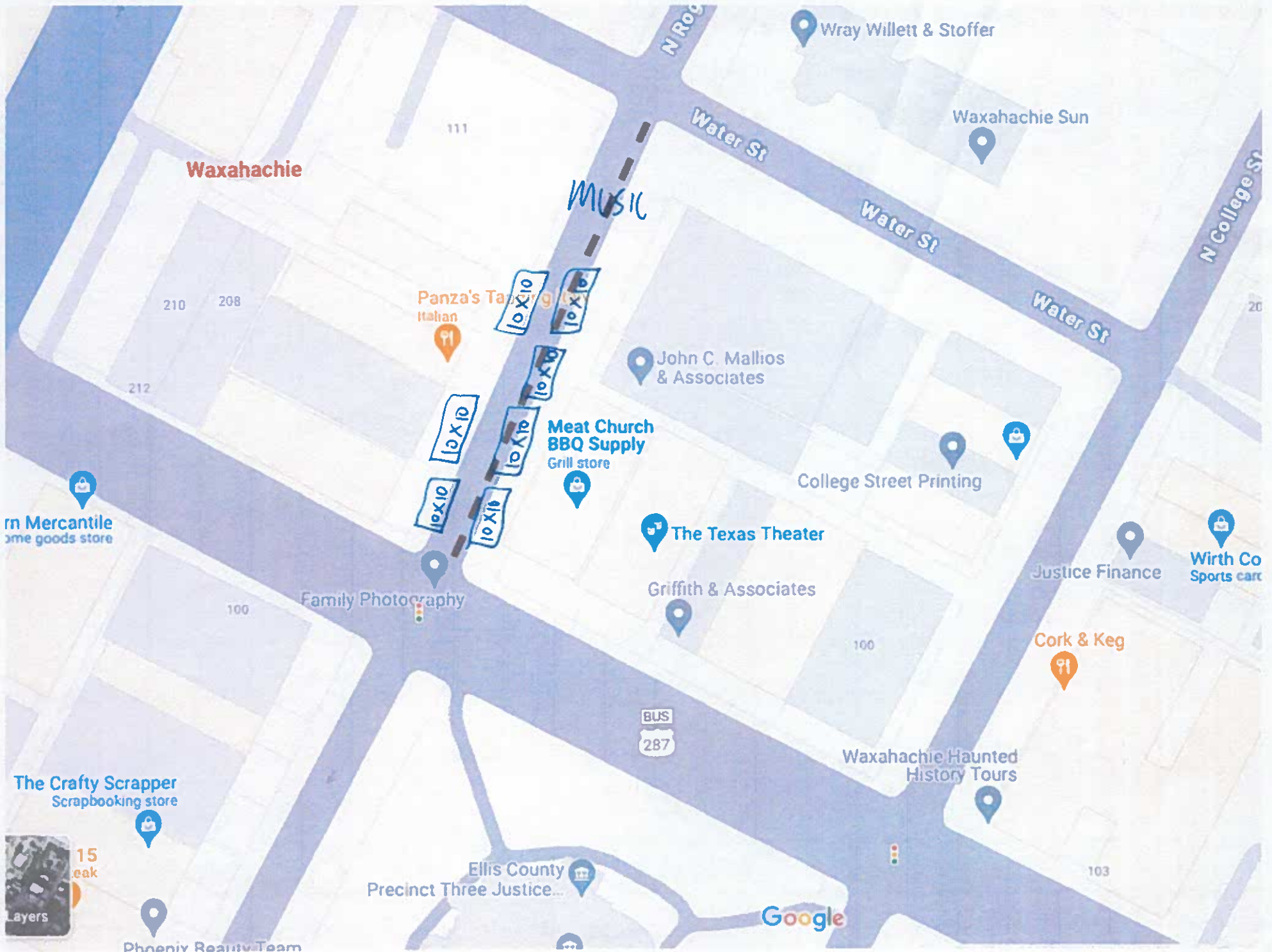
[Signature]

Signature

2-23-24

Date





Waxahachie

MUSIC

Panza's Italian

Meat Church  
BBQ Supply  
Grill store

John C. Mallios  
& Associates

College Street Printing

The Texas Theater

Griffith & Associates

Justice Finance

Wirth Co  
Sports car

Cork & Keg

Waxahachie Haunted  
History Tours

Ellis County  
Precinct Three Justice...

Google

rn Mercantile  
ome goods store

The Crafty Scrapper  
Scrapbooking store



15  
eak

Layers

Phoenix Beauty Team



BUS  
287

## Bonner, Jami

---

**From:** Jordan, Me'Lony  
**Sent:** Monday, March 4, 2024 10:11 AM  
**To:** Bonner, Jami  
**Subject:** RE: Event Application - Meat Church 10 Year Anniversary 4/27/24

Any/all food vendors are required to be permitted.



**MeLony Jordan**  
**Health Inspector/CCO/CFM/CEOSF**  
Office: (469) 309-4134  
Mobile: (972) 740-6724

---

**From:** Bonner, Jami <jami.bonner@waxahachie.com>  
**Sent:** Friday, March 1, 2024 3:29 PM  
**To:** Joe Wiser <JWiser@waxahachiepd.org>; Boyd, Ricky <RBoyd@waxahachiefire.org>; Martinez, Gumaro <gmartinez@waxahachie.com>; Kettelman, Warren <warren.kettelman@waxahachie.com>; Tuley, Eleana <eleana.tuley@waxahachie.com>; Mendez, Wally <wmendez@waxahachie.com>; Jordan, Me'Lony <mjordan@waxahachie.com>; Warren, Anthony <anthony.warren@waxahachie.com>; Massey, Matt <mmassey@waxahachie.com>; Stoker, Justin <justin.stoker@waxahachie.com>; Mosley, Laurie <lmosley@waxahachiecvb.com>; Cooper, Kyle <kyle.cooper@waxahachie.com>; Barnes, Bradley <bradley.barnes@waxahachie.com>; Campos, Yadira <ycampos@waxahachie.com>; Griffith, Thomas <john.griffith@waxahachie.com>; Donna Insixiengmay <donna.insixiengmay@waxahachiepd.org>; Megan Womack <megan.womack@waxahachiepd.org>  
**Cc:** Scott, Michael <mscott@waxahachie.com>; Lawrence, Albert <alawrence@waxahachie.com>; Villarreal, Amber <avillarreal@waxahachie.com>; Crocker, Clarice <ccrocker@waxahachie.com>  
**Subject:** Event Application - Meat Church 10 Year Anniversary 4/27/24

For your review / comments. I have asked the applicant to provide letters of support from Kick Rocks Cowboy Boutique, Panza's, and WDMA. Thank you.

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

*We have temporarily relocated to the Charles Beatty Municipal Services Building at 408 S. Rogers St. (across from City Hall)*



## Bonner, Jami

---

**From:** Tuley, Eleana  
**Sent:** Monday, March 4, 2024 9:19 AM  
**To:** Bonner, Jami; Joe Wiser; Boyd, Ricky; Martinez, Gumaro; Kettelman, Warren; Mendez, Wally; Jordan, Me'Lony; Warren, Anthony; Massey, Matt; Stoker, Justin; Mosley, Laurie; Cooper, Kyle; Barnes, Bradley; Campos, Yadira; Griffith, Thomas; Donna Insixiengmay; Megan Womack  
**Cc:** Scott, Michael; Lawrence, Albert; Villarreal, Amber; Crocker, Clarice  
**Subject:** RE: Event Application - Meat Church 10 Year Anniversary 4/27/24

Jami,

Wally will close Rogers street from Main to Water Street the night before. Wally will coordinate with Matt Massey for the road closure. Please let Christian know he can contact Wally or me if he has any questions about the road closure.

Thanks,



**Eleana Tuley, AICP**  
*Downtown Redevelopment & Historic  
Preservation Manager*

City of Waxahachie  
408 S. Rogers Street, P.O. Box 757  
Waxahachie, TX 75168  
O: 469-309-4111  
C: 972-672-3035

---

**From:** Bonner, Jami  
**Sent:** Friday, March 1, 2024 3:29 PM  
**To:** Joe Wiser <JWiser@waxahachiepd.org>; Boyd, Ricky <RBoyd@waxahachiefire.org>; Martinez, Gumaro <gmartinez@waxahachie.com>; Kettelman, Warren <warren.kettelman@waxahachie.com>; Tuley, Eleana <eleana.tuley@waxahachie.com>; Mendez, Wally <wmendez@waxahachie.com>; Jordan, Me'Lony <mjordan@waxahachie.com>; Warren, Anthony <anthony.warren@waxahachie.com>; Massey, Matt <mmassey@waxahachie.com>; Stoker, Justin <justin.stoker@waxahachie.com>; Mosley, Laurie <lmosley@waxahachiecvb.com>; Cooper, Kyle <kyle.cooper@waxahachie.com>; Barnes, Bradley <bradley.barnes@waxahachie.com>; Campos, Yadira <ycampos@waxahachie.com>; Griffith, Thomas <john.griffith@waxahachie.com>; Donna Insixiengmay <donna.insixiengmay@waxahachiepd.org>; Megan Womack <megan.womack@waxahachiepd.org>  
**Cc:** Scott, Michael <msscott@waxahachie.com>; Lawrence, Albert <alawrence@waxahachie.com>; Villarreal, Amber <avillarreal@waxahachie.com>; Crocker, Clarice <ccrocker@waxahachie.com>  
**Subject:** Event Application - Meat Church 10 Year Anniversary 4/27/24

For your review / comments. I have asked the applicant to provide letters of support from Kick Rocks Cowboy Boutique, Panza's, and WDMA. Thank you.

Jami Bonner, TRMC  
Assistant City Secretary  
City of Waxahachie

## Bonner, Jami

---

**From:** Cooper, Kyle  
**Sent:** Monday, March 4, 2024 4:32 PM  
**To:** Bonner, Jami; Joe Wiser; Boyd, Ricky; Martinez, Gumaro; Kettelman, Warren; Tuley, Eleana; Mendez, Wally; Jordan, Me'Lony; Warren, Anthony; Massey, Matt; Stoker, Justin; Mosley, Laurie; Barnes, Bradley; Campos, Yadira; Griffith, Thomas; Donna Insixiengmay; Megan Womack  
**Cc:** Scott, Michael; Lawrence, Albert; Villarreal, Amber; Crocker, Clarice  
**Subject:** RE: Event Application - Meat Church 10 Year Anniversary 4/27/24

There is a request for two employees for trash duty for only three hours. Considering the anticipated attendance of 2,000 to 2,500 people, two employees will not be adequate. Are there other plans in place for trash and litter, or does the applicant expect that two employees and eight trash cans will be sufficient?



**Kyle Cooper, CPRP**  
*Senior Director*  
*Parks and Recreation*  
City of Waxahachie  
469-336-5377  
972-268-4549  
[Kyle.Cooper@waxahachie.com](mailto:Kyle.Cooper@waxahachie.com)

**From:** Bonner, Jami  
**Sent:** Friday, March 1, 2024 3:29 PM  
**To:** Joe Wiser <JWiser@waxahachiepd.org>; Boyd, Ricky <RBoyd@waxahachiefire.org>; Martinez, Gumaro <gmartinez@waxahachie.com>; Kettelman, Warren <warren.kettelman@waxahachie.com>; Tuley, Eleana <eleana.tuley@waxahachie.com>; Mendez, Wally <wmendez@waxahachie.com>; Jordan, Me'Lony <mjordan@waxahachie.com>; Warren, Anthony <anthony.warren@waxahachie.com>; Massey, Matt <mmassey@waxahachie.com>; Stoker, Justin <justin.stoker@waxahachie.com>; Mosley, Laurie <lmosley@waxahachiecvb.com>; Cooper, Kyle <kyle.cooper@waxahachie.com>; Barnes, Bradley <bradley.barnes@waxahachie.com>; Campos, Yadira <ycampos@waxahachie.com>; Griffith, Thomas <john.griffith@waxahachie.com>; Donna Insixiengmay <donna.insixiengmay@waxahachiepd.org>; Megan Womack <megan.womack@waxahachiepd.org>  
**Cc:** Scott, Michael <msscott@waxahachie.com>; Lawrence, Albert <alawrence@waxahachie.com>; Villarreal, Amber <avillarreal@waxahachie.com>; Crocker, Clarice <ccrocker@waxahachie.com>  
**Subject:** Event Application - Meat Church 10 Year Anniversary 4/27/24

For your review / comments. I have asked the applicant to provide letters of support from Kick Rocks Cowboy Boutique, Panza's, and WDMA. Thank you.

Jami Bonner, TRMC  
Assistant City Secretary  
City of Waxahachie

## Bonner, Jami

---

**From:** Mendez, Wally  
**Sent:** Monday, March 4, 2024 4:36 PM  
**To:** Cooper, Kyle; Bonner, Jami; Joe Wiser; Boyd, Ricky; Martinez, Gumaro; Ketteman, Warren; Tuley, Eleana; Jordan, Me'Lony; Warren, Anthony; Massey, Matt; Stoker, Justin; Mosley, Laurie; Barnes, Bradley; Campos, Yadira; Griffith, Thomas; Donna Insixiengmay; Megan Womack  
**Cc:** Scott, Michael; Lawrence, Albert; Villarreal, Amber; Crocker, Clarice  
**Subject:** Re: Event Application - Meat Church 10 Year Anniversary 4/27/24

Maybe 4 employees, breaking them into two shifts for 4 hours

Get [Outlook for iOS](#)

---

**From:** Cooper, Kyle <kyle.cooper@waxahachie.com>  
**Sent:** Monday, March 4, 2024 4:32:14 PM  
**To:** Bonner, Jami <jami.bonner@waxahachie.com>; Joe Wiser <JWiser@waxahachiepd.org>; Boyd, Ricky <RBoyd@waxahachiefire.org>; Martinez, Gumaro <gmartinez@waxahachie.com>; Ketteman, Warren <warren.ketteman@waxahachie.com>; Tuley, Eleana <eleana.tuley@waxahachie.com>; Mendez, Wally <wmendez@waxahachie.com>; Jordan, Me'Lony <mjordan@waxahachie.com>; Warren, Anthony <anthony.warren@waxahachie.com>; Massey, Matt <mmassey@waxahachie.com>; Stoker, Justin <justin.stoker@waxahachie.com>; Mosley, Laurie <lmosley@waxahachiecvb.com>; Barnes, Bradley <bradley.barnes@waxahachie.com>; Campos, Yadira <ycampos@waxahachie.com>; Griffith, Thomas <john.griffith@waxahachie.com>; Donna Insixiengmay <donna.insixiengmay@waxahachiepd.org>; Megan Womack <megan.womack@waxahachiepd.org>  
**Cc:** Scott, Michael <msscott@waxahachie.com>; Lawrence, Albert <alawrence@waxahachie.com>; Villarreal, Amber <avillarreal@waxahachie.com>; Crocker, Clarice <ccrocker@waxahachie.com>  
**Subject:** RE: Event Application - Meat Church 10 Year Anniversary 4/27/24

There is a request for two employees for trash duty for only three hours. Considering the anticipated attendance of 2,000 to 2,500 people, two employees will not be adequate. Are there other plans in place for trash and litter, or does the applicant expect that two employees and eight trash cans will be sufficient?



**Kyle Cooper, CPRP**  
*Senior Director*  
*Parks and Recreation*  
City of Waxahachie  
469-336-5377  
972-268-4549  
[Kyle.Cooper@waxahachie.com](mailto:Kyle.Cooper@waxahachie.com)

---

**From:** Bonner, Jami  
**Sent:** Friday, March 1, 2024 3:29 PM



City of Waxahachie  
City Secretary's Office

(5f)

Special Event Application

27th

RECEIVED IN  
CITY SECRETARY'S OFFICE  
**3-8-24**  
CITY OF WAXAHACHIE, TEXAS

Date submitted

## Applicant Information

Applicant name:

Samuel Hargers

Are you representing the host organization?

Yes ☒

No ☐

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

Yes ☒

No ☐

Phone:

Cell:

Email:

Mailing address:

103 Water View Ave Red Oak, TX

Host organization name:

Concern Citizens of Ellis Co.

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

On-site contact name:

Barbara Turner

Cell:

## About the Event

Event name:

Community Assessment (Needs)

Location:

Oak Haven Park / Wyatt St.

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

Anticipated attendance:

Less than 50

Description of event:

Information / Free Food giveaway

How many times has this event been hosted before?

1<sup>st</sup> time ☐

2 - 4 times ☐

5 or more times ☐

Location:

Red Oak

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:



**Event activities include (check all that apply):**

- |   |   |
|---|---|
| <input type="checkbox"/> Amusement rides / Inflatables                    | <input checked="" type="checkbox"/> Food – sampled, <u>served</u> , 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 checked="" type="checkbox"/> Information / Literature Distribution | <input type="checkbox"/> Street closure                                     |
| <input type="checkbox"/> DJ / Recorded Music                              | <input type="checkbox"/> Other:   |

**The event is:**

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

Admission information, if applicable:

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

**Event timeline:**

	Date(s)	Start Time:	End Time:
Event Date	Apr: 1/27	10.00 a.m.	1.p.m.
Event Set-up	✓	9.00 a.m.	
Event Breakdown	✓	1.30 p.m.	2.00 p.m.

**Run / Walk:**

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

\_\_\_\_\_ 1 mile

\_\_\_\_\_ 5K

\_\_\_\_\_ Other distance

Please indicate your expected attendance:

50

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.*



### Food / Beverage:

Will the event offer food/beverages?

Yes

☒

No

☐

no. Beverage

Will event require any food preparation on-site?

Yes

☒

No

☐

Hot dogs

Will alcohol be served/sold?

Yes

☐

No

☒

[Sample Downtown Event/Festival Boundary Map](#)

[Code of Ordinances Ch. 4 Sec. 4-7 Alcohol at approved festivals and events](#)

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

### Police / Security Services:

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

Event staff

How many: \_\_\_\_\_

Date(s) & time(s): \_\_\_\_\_

Volunteers

How many: \_\_\_\_\_

Date(s) & time(s): \_\_\_\_\_

Private security

How many: \_\_\_\_\_

Date(s) & time(s): \_\_\_\_\_

Company name: \_\_\_\_\_

Contact name and number: \_\_\_\_\_

Off duty police

How many: \_\_\_\_\_

Date(s) & time(s): \_\_\_\_\_

Have you made arrangements with the police?

Yes

☐

No

☒

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

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

Contact name: \_\_\_\_\_

Phone number: \_\_\_\_\_

### Street Closures:

Does the event propose closing, blocking, or using City streets and/or parking lots?

Yes

☐

No

☒

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

Street closings to begin on date: \_\_\_\_\_

Start time: \_\_\_\_\_

End time: \_\_\_\_\_

Will any businesses be impacted by the proposed road closure?

Yes

☐

No

☐

### Traffic Safety Equipment:

Does your event require traffic cones or barricades?

Yes

☐

No

☒

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

Traffic Cones

How many: \_\_\_\_\_

Barricades

How many: \_\_\_\_\_

Other: \_\_\_\_\_

Where should equipment be dropped off & picked up? \_\_\_\_\_





City of Waxahachie  
City Secretary's Office

Special Event Application

When will the traffic equipment be set-up?

Date: \_\_\_\_\_ Time: \_\_\_\_\_

When will the traffic equipment be removed?

Date: \_\_\_\_\_ Time: \_\_\_\_\_

Are you requesting the use of City traffic equipment?

Yes ☐

No ☒

**Availability is not guaranteed**

**Streets cannot be blocked without prior approval.**

**Temporary Tents & Structures:**

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

Yes ☐

No ☒

List the # of tents & sizes:

**Indicate locations on attached required site map.**

**Electrical Services:**

How will electrical services be supplied?

Generator ☒

Franchise Utilities ☐

Both ☐

List contractor / supplier:

Explain services in detail:

*need just one mic / 10 chairs / Two Tables*

**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.

*Rev. Samuel Hargis*  
Signature

*03/06/24*  
Date

**Contract Agreement**

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

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



(59)

Date submitted

## Applicant Information

Applicant name: Kirsten Schneider

Are you representing the host organization?

Yes ☒

No ☐

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

Yes ☒

No ☐

Phone:

Cell:

Email:

Mailing address: 6128 Ronee Leah Dr., Austin, TX 78724

Host organization name: Texas Chapter - International Society of Arboriculture

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

On-site contact name: Gene Gehring

Cell:

## About the Event

Event name: Texas Tree Climbing Championships & pre-event workshop

Location: Getzendaner Park, Chautauqua Auditorium

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

Anticipated attendance: Workshop - 60; TxTCC - 200

Description of event: The Texas Tree Climbing Championships are an opportunity for professional climbing arborists to test their skills against one another, affirm a culture of safety, and exchange technical knowledge.

How many times has this event been hosted before?

1<sup>st</sup> time ☐

2 – 4 times ☐

5 or more times ☒

Location: multiple (2024 = 41<sup>st</sup> annual), inc. G

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: Professional competition





**Event activities include (check all that apply):**

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

**The event is:**

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

Admission information, if applicable:

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

Contestants (approx 36) pay a registration fee. Event is staffed by volunteers and free to the public to attend.

**Event timeline:**

	Date(s)	Start Time:	End Time:
Event Date	5/16/24-5/18/24	7am	except 5/17, runs until
Event Set-up	work day prior		
Event Breakdown	5/18/24		

**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.*



### Food / Beverage:

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

[Sample Downtown Event/Festival Boundary Map](#)

[Code of Ordinances Ch. 4 Sec. 4-7 Alcohol at approved festivals and events](#)

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

### Police / Security Services:

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

Event staff How many: \_\_\_\_\_ Date(s) & time(s): \_\_\_\_\_  
Volunteers How many: \_\_\_\_\_ Date(s) & time(s): \_\_\_\_\_  
Private security How many: \_\_\_\_\_ Date(s) & time(s): \_\_\_\_\_  
Company name: \_\_\_\_\_

Contact name and number: \_\_\_\_\_

Off duty police How many: 1? Date(s) & time(s): nights of 5/16 & 5/17, for sponsor booths  
Have you made arrangements with the police? Yes ☐ No ☒

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

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

Contact name: Kirsten Schneider Phone number: 512-964-9573

### 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: \_\_\_\_\_

### Parking lots at Getzendaner Park, for volunteers

Street closings to begin on date: \_\_\_\_\_ Start time: \_\_\_\_\_ End time: \_\_\_\_\_

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

### Traffic Safety Equipment:

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

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

Traffic Cones How many: \_\_\_\_\_ Barricades How many: \_\_\_\_\_

Other: \_\_\_\_\_

Where should equipment be dropped off & picked up? \_\_\_\_\_



City of Waxahachie  
City Secretary's Office

Special Event Application

When will the traffic equipment be set-up?

Date: \_\_\_\_\_ Time: \_\_\_\_\_

When will the traffic equipment be removed?

Date: \_\_\_\_\_ Time: \_\_\_\_\_

Are you requesting the use of City traffic equipment?

Yes ☐

No ☒

**Availability is not guaranteed**

**Streets cannot be blocked without prior approval.**

**Temporary Tents & Structures:**

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

Yes ☐

No ☒

List the # of tents & sizes:

**Indicate locations on attached required site map.**

**Electrical Services:**

How will electrical services be supplied?

Generator ☒

Franchise Utilities ☐

Both ☐

List contractor / supplier:

We hope to use electrical outlets in the pavilion(s), but

Explain services in detail:

have generators as backup if necessary.

**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.

Kirsten Schneider

Digitally signed by Kirsten Schneider  
DN: cn=Kirsten Schneider, o=City of Waxahachie, ou=City of Waxahachie, email=Kirsten.Schneider@cityofwaxahachie.com, cn=US  
Date: 2024.02.14 10:22:21 -0800

Signature

2/14/24

Date

**Contract Agreement**

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

Kirsten Schneider

Digitally signed by Kirsten Schneider  
DN: cn=Kirsten Schneider, o=City of Waxahachie, ou=City of Waxahachie, email=Kirsten.Schneider@cityofwaxahachie.com, cn=US  
Date: 2024.02.14 10:22:21 -0800

Signature

2/14/24

Date

**Bonner, Jami**

---

**From:** Cooper, Kyle  
**Sent:** Friday, February 16, 2024 3:37 PM  
**To:** Villarreal, Amber; Barnes, Bradley; Campos, Yadira  
**Cc:** Bonner, Jami  
**Subject:** RE: Upcoming Event at Getzendaner Park/Texas Tree Climbing Championships

I'm not sure about the food. I would be okay with them using volunteers or hiring their own security.



**Kyle Cooper, CPRP**  
*Senior Director*  
*Parks and Recreation*  
City of Waxahachie  
469-336-5377  
972-268-4549  
[Kyle.Cooper@waxahachie.com](mailto:Kyle.Cooper@waxahachie.com)

---

**From:** Villarreal, Amber  
**Sent:** Friday, February 16, 2024 9:26 AM  
**To:** Cooper, Kyle <kyle.cooper@waxahachie.com>; Barnes, Bradley <bradley.barnes@waxahachie.com>; Campos, Yadira <ycampos@waxahachie.com>  
**Cc:** Bonner, Jami <jami.bonner@waxahachie.com>  
**Subject:** RE: Upcoming Event at Getzendaner Park/Texas Tree Climbing Championships

Good morning,

I received the attached event application for the Texas Tree Climbing Championships and they are possibly requesting a police officer for 2 nights to watch their sponsor booths. Is that something the Parks team will allow one of their volunteers to do overnight or allow them to personally hire an officer so that council approval isn't needed? They also mentioned food, but do you know if they are only planning to provide free food for their participants or are they wanting food trucks on-site? I thought I'd check with you before I contact the applicant.

Thank you,

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

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**Bonner, Jami**

---

**From:** Jordan, Me'Lony  
**Sent:** Wednesday, February 28, 2024 9:44 AM  
**To:** Bonner, Jami; Schneider, Kirsten  
**Cc:** Gene Gehring; Megan Wood  
**Subject:** RE: Texas Tree Climbing Championships

Please see below list of permitted mobile food units/concession trailers. This is a working list there fore you will see expired MFU as well. Permits issued are good for twelve (12) months from the issued date.

If you have any questions please contact us at [bcservices@waxhachie.com](mailto:bcservices@waxhachie.com) or PH# 469-309-4020 it will be our pleasure to further assist you.



## Bonner, Jami

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**From:** Gene Gehring <gene@isatexas.com>  
**Sent:** Wednesday, March 6, 2024 8:27 AM  
**To:** Bonner, Jami; Schneider, Kirsten  
**Cc:** Megan Wood  
**Subject:** RE: Texas Tree Climbing Championships

Yes, we plan to contact 2-4 food trucks to be there on Thursday, Friday and Saturday. We will contract to buy 100 – 150 meals each day. Whatever they sell over our commitment to the climbers and volunteers we are not responsible for.

Thanks,  
Gene

Gene Gehring, Executive Director | Texas Chapter International Society of Arboriculture PO Box 13764 Arlington, TX 76094 | Cell: 817-395-9055 | website: [www.ISATexas.com](http://www.ISATexas.com) | email: [gene@ISATexas.com](mailto:gene@ISATexas.com) | [ISAT Facebook](#)

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**From:** Bonner, Jami <jami.bonner@waxahachie.com>  
**Sent:** Monday, March 4, 2024 12:13:47 PM  
**To:** Schneider, Kirsten <Kirsten.Schneider@austintexas.gov>  
**Cc:** Gene Gehring <gene@isatexas.com>; Megan Wood <megan@isatexas.com>  
**Subject:** RE: Texas Tree Climbing Championships

Good afternoon Kirsten,

Has a decision been made in regards to food being served / sold to the general public? Thank you.

---

**From:** Jordan, Me'Lony <mjordan@waxahachie.com>  
**Sent:** Wednesday, February 28, 2024 9:44 AM  
**To:** Bonner, Jami <jami.bonner@waxahachie.com>; Schneider, Kirsten <Kirsten.Schneider@austintexas.gov>  
**Cc:** Gene Gehring <gene@isatexas.com>; Megan Wood <megan@isatexas.com>  
**Subject:** RE: Texas Tree Climbing Championships

Please see below list of permitted mobile food units/concession trailers. This is a working list there fore you will see expired MFU as well. Permits issued are good for twelve (12) months from the issued date.

If you have any questions please contact us at [bcservices@waxhachie.com](mailto:bcservices@waxhachie.com) or PH# 469-309-4020 it will be our pleasure to further assist you.

(5h)

## Planning & Zoning Department

### Petition for ETJ Release

Case: ETJ-PTN-200-2023



#### MEETING DATE(S)

City Council:

March 18, 2024

#### CAPTION

**Consider** proposed Ordinance approving a request by Johnny Fussell, for a **Petition for ETJ Release** for approximately 23.313 acres, located at directly south of 1600 Boyce Road (Property ID 192147 – Owner: Jodona Property Company No. 43, LLC (ETJ-PTN-200-2023).

#### RECOMMENDED MOTION

*"I move to approve ETJ-PTN-200-2023, a request by Johnny Fussell, for a Petition for ETJ Release for approximately 23.313 acres, located south of 1600 Boyce Road, authorizing the Mayor to sign the associated documents accordingly."*

#### APPLICANT REQUEST

The property owner has petitioned the City to remove his property from the extraterritorial jurisdiction (ETJ).

#### CASE INFORMATION

*Applicant:*

Johnny Fussell

*Property Owner(s):*

Jodona Property Company No. 43, LLC

*Site Acreage:*

23.313 acres

*Number of Lots:*

1 tract of land

*Number of Dwelling Units:*

0 units

#### SUBJECT PROPERTY

*General Location:*

Located south of 1600 Boyce Road

*Parcel ID Number(s):*

192147

*Current Zoning:*

ETJ

*Existing Use:*

Undeveloped land

*Platting History:*

The subject property is not platted

*CCN Service Area:*

Rockett Special Utility District

**Site Aerial:**



**PLANNING ANALYSIS**

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

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

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

**RECOMMENDATION**

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

**ATTACHED EXHIBITS**

1. ETJ Petition Map for March 18, 2024 City Council Meeting
2. Proposed Ordinance
3. Survey with metes and bounds (Exhibit A)
4. Location Map (Exhibit B)

**STAFF CONTACT INFORMATION**

*Prepared by:*

Oanh Vu

Senior Planner

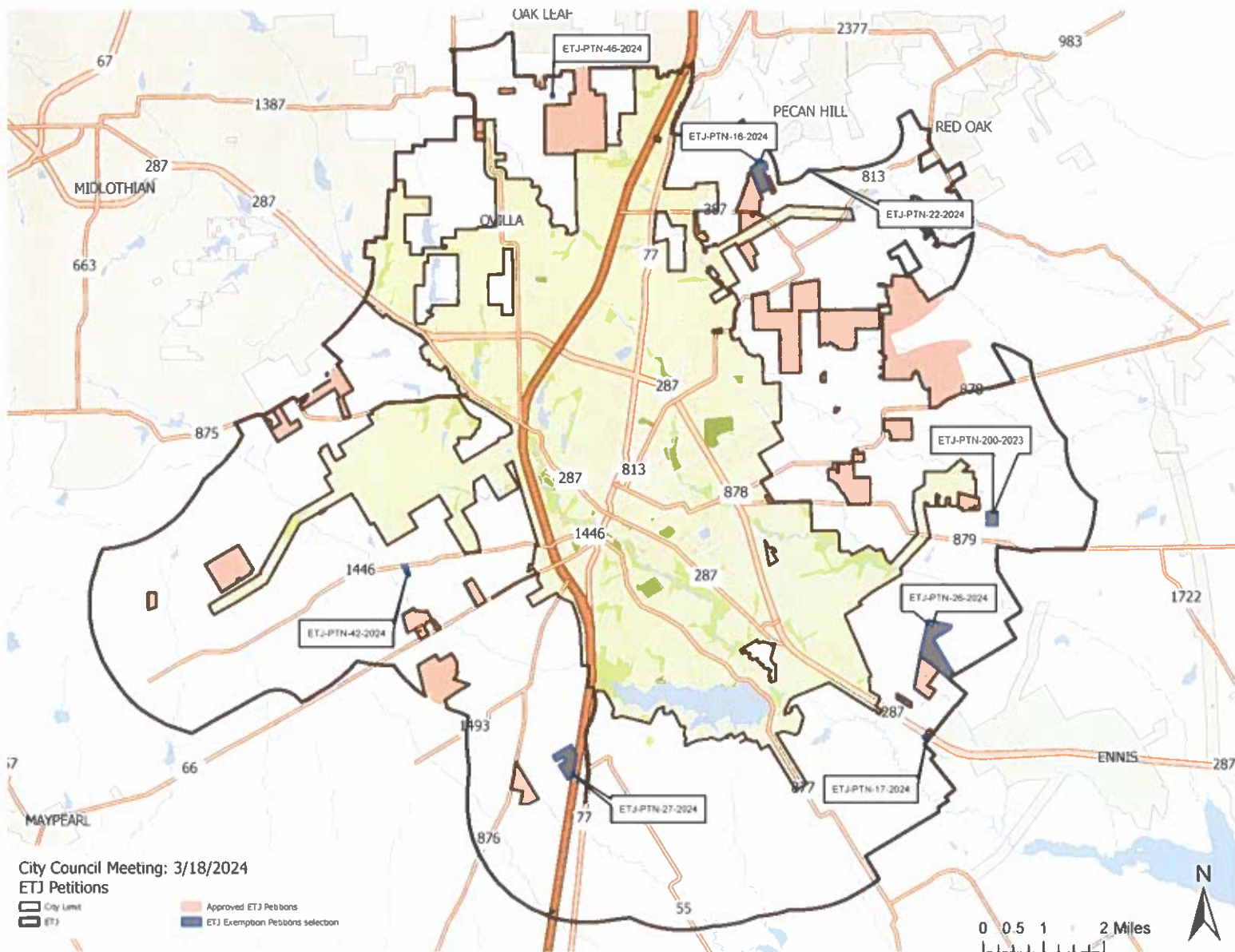
[oanh.vu@waxahachie.com](mailto:oanh.vu@waxahachie.com)

*Reviewed by:*

Jennifer Pruitt, AICP, LEED-AP, CNU-A

Senior Director of Planning

[jennifer.pruitt@waxahachie.com](mailto:jennifer.pruitt@waxahachie.com)



**ORDINANCE NO.**

**AN ORDINANCE AUTHORIZING THE RELEASE FROM THE CITY OF WAXAHACHIE'S EXTRATERRITORIAL JURISDICTION OF A 23.313 ACRE TRACT OF LAND, LOCATED SOUTH OF 1600 BOYCE ROAD, KNOWN AS PROPERTY ID 192147, AND ORDERING THE CHANGING OF THE CITY OF WAXAHACHIE'S EXTRATERRITORIAL JURISDICTION BOUNDARY MAP IN ACCORDANCE WITH SAID CHANGE.**

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

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

**WHEREAS**, City staff has determined that the submitted petition, case number ETJ-PTN-200-2023, complies with the requirements of Subchapter D of Chapter 42 of the Texas Local Government Code and that such law requires the release of the herein described property from the City's ETJ.

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

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

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

**PASSED, APPROVED AND ADOPTED** on this 18<sup>th</sup> day of March, 2024.

\_\_\_\_\_  
MAYOR

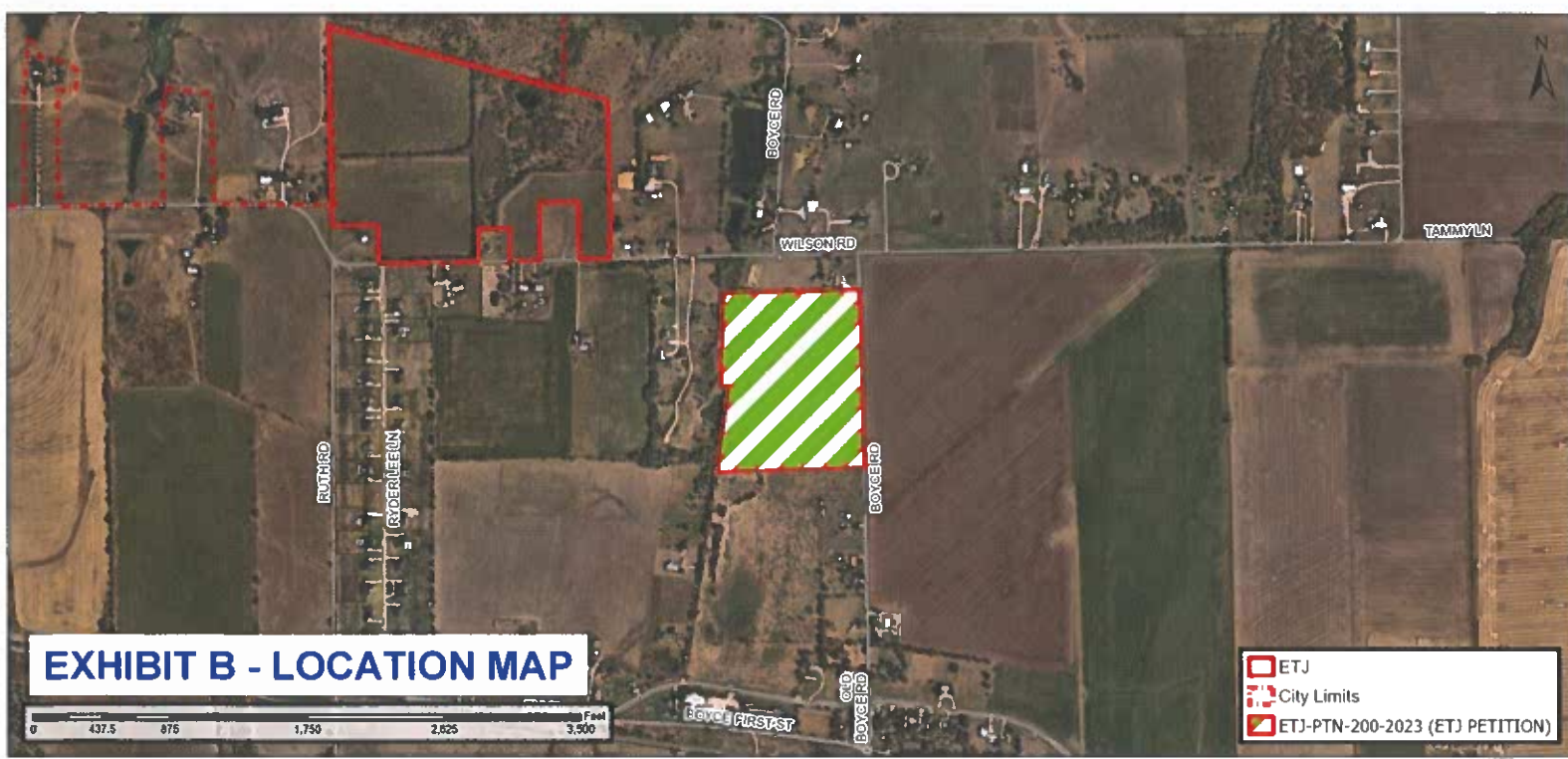
ATTEST:

\_\_\_\_\_  
City Secretary



## EXHIBIT A - SURVEY &amp; METES AND BOUNDS





**EXHIBIT B - LOCATION MAP**

- ETJ
- City Limits
- ETJ-PTN-200-2023 (ETJ PETITION)

(5i)

## Planning & Zoning Department

### Petition for ETJ Release

Case: ETJ-PTN-16-2024



#### MEETING DATE(S)

City Council:

March 18, 2024

#### CAPTION

**Consider** proposed Ordinance approving a request by Erik Barnard, for a **Petition for ETJ Release** for approximately 66.48 acres, located adjacent to 301 Buchanan Drive (Property ID 183403 and 274632) – Owner: Barbell Real Estate, LLC, Lindsay Markert, and Jonathan Markert (ETJ-PTN-16-2024)

#### RECOMMENDED MOTION

*"I move to approve ETJ-PTN-16-2024, a request by Butcher-Robnett Realty, LLC, for a Petition for ETJ Release for approximately 66.48 acres, located 301 Buchanan Drive, authorizing the Mayor to sign the associated documents accordingly."*

#### APPLICANT REQUEST

The property owner has petitioned the City to remove his property from the extraterritorial jurisdiction (ETJ).

#### CASE INFORMATION

Applicant:

Erik Barnard

Property Owner(s):

Barbell Real Estate Estate, LLC, Lindsay Markett, and Jonathan Markett

Site Acreage:

66.48 acres

Number of Lots:

2 tracts of land

Number of Dwelling Units:

0 units

#### SUBJECT PROPERTY

General Location:

Located adjacent to 301 Buchanan Drive

Parcel ID Number(s):

183403 and 274632

Current Zoning:

ETJ

Existing Use:

Undeveloped land

Platting History:

The subject property is not currently platted

CCN Service Area:

Rockett Special Utility District

*Site Aerial:*



**PLANNING ANALYSIS**

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

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

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

**RECOMMENDATION**

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

**ATTACHED EXHIBITS**

1. ETJ Petition Map for March 18, 2024 City Council Meeting
2. Proposed Ordinance
3. Metes and Bounds (Exhibit A)
4. Location Map (Exhibit B)

**STAFF CONTACT INFORMATION**

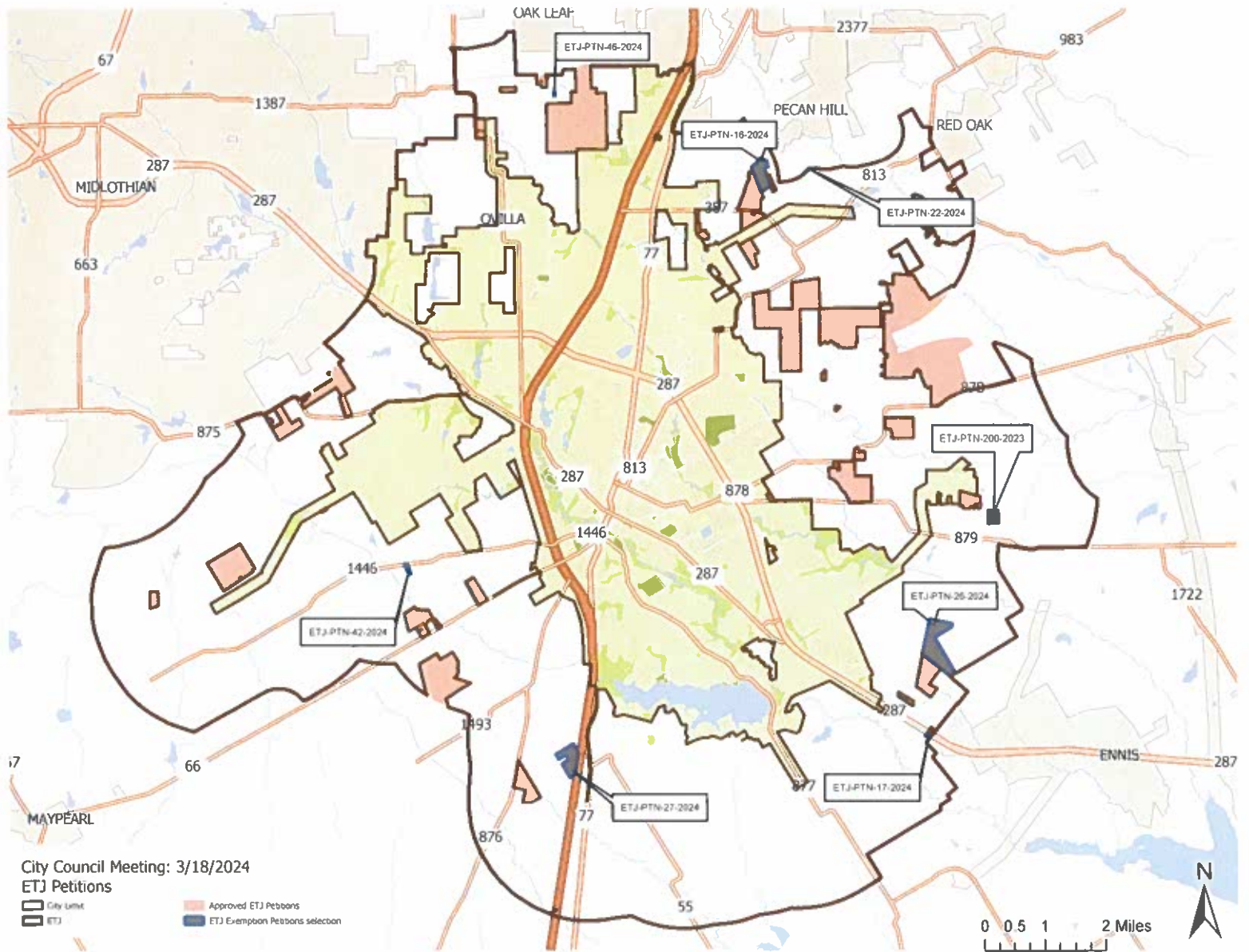
*Prepared by:*

Oanh Vu  
Senior Planner  
[oanh.vu@waxahachie.com](mailto:oanh.vu@waxahachie.com)

*Reviewed by:*

Jennifer Pruitt, AICP, LEED-AP, CNU-A  
Senior Director of Planning  
[jennifer.pruitt@waxahachie.com](mailto:jennifer.pruitt@waxahachie.com)







**ORDINANCE NO.**

**AN ORDINANCE AUTHORIZING THE RELEASE FROM THE CITY OF WAXAHACHIE'S EXTRATERRITORIAL JURISDICTION OF A 66.48 ACRE TRACT OF LAND, LOCATED ADJACENT TO 301 BUCHANAN DRIVE, KNOWN AS PROPERTY ID 183403 AND 274632, AND ORDERING THE CHANGING OF THE CITY OF WAXAHACHIE'S EXTRATERRITORIAL JURISDICTION BOUNDARY MAP IN ACCORDANCE WITH SAID CHANGE.**

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

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

**WHEREAS**, City staff has determined that the submitted petition, case number ETJ-PTN-16-2024, complies with the requirements of Subchapter D of Chapter 42 of the Texas Local Government Code and that such law requires the release of the herein described property from the City's ETJ.

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

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

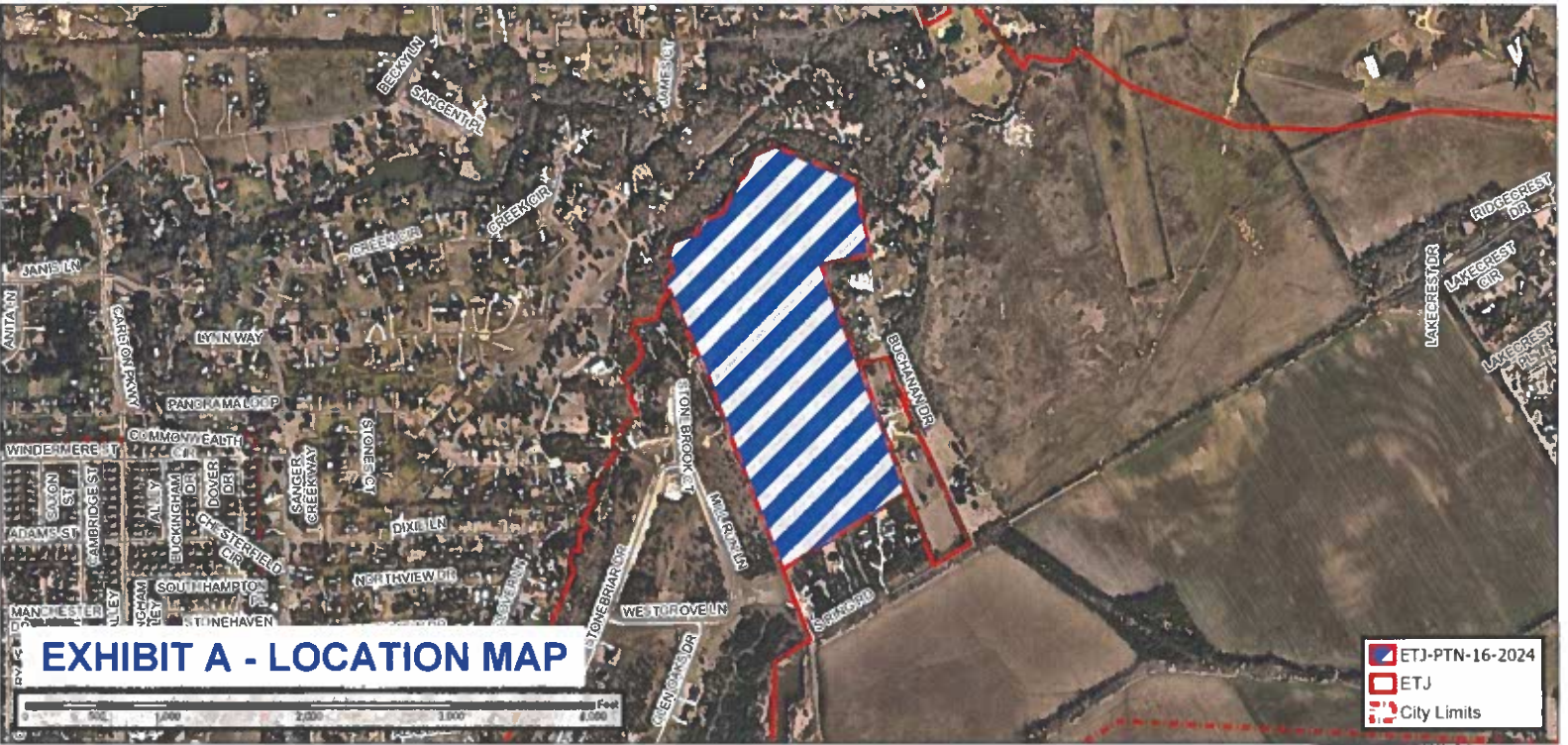
The City's ETJ boundary is hereby amended in accordance with said change. City staff is hereby directed to make all required changes to the City map showing the boundaries of the City's ETJ, as required by Section 41.002 of the Texas Local Government Code, and to promptly notify Ellis County of such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

**PASSED, APPROVED AND ADOPTED** on this 18<sup>th</sup> day of March, 2024.

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
City Secretary



# **EXHIBIT B - METES & BOUNDS**

## **EXHIBIT "A"**

**BEING ALL OF THAT TRACT OF LAND SITUATED IN THE W. FOREMAN SURVEY, ABSTRACT NO. 363, THE D. MITCHELL SURVEY, ABSTRACT NO. 703, THE J. STEEL SURVEY, ABSTRACT NO. 991, AND THE J. STARRETT SURVEY, ABSTRACT NO. 1026, ELLIS COUNTY, TEXAS AND BEING A PORTION OF THAT TRACT OF LAND DESCRIBED IN DEED TO BUTCHER ROAD PARTNERS, LTD, RECORDED IN VOLUME 2238 PAGE 765 OF THE OFFICIAL PUBLIC RECORDS OF ELLIS COUNTY, TEXAS (OPRECT), AND BEING MORE PARTICULARLY DESCRIBED, AS FOLLOWS:**

**BEGINNING AT A 5/8" IRON ROD WITH CAP STAMPED "C&B" FOUND FOR THE SOUTHEAST CORNER OF SAID BUTCHER ROAD PARTNERS TRACT, SAME BEING IN THE WEST LINE OF THAT TRACT OF LAND DESCRIBED IN DEED TO WILLIAM LEONHARDT AND WIFE, RAMONA LEONHARDT, RECORDED IN VOLUME 2782, PAGE 442, OPRECT, AND IN THE NORTH RIGHT-OF-WAY (ROW) LINE OF RING ROAD (A VARIABLE WIDTH PRESCRIPTIVE ROW);**

**THENCE S 58°06'12" W, ALONG THE SOUTH LINE OF SAID BUTCHER ROAD PARTNERS TRACT AND THE COMMON NORTH ROW LINE OF RING ROAD, A DISTANCE OF 1037.97 FEET TO A 5/8" IRON ROD WITH CAP STAMPED "C&B" FOUND AT AN ANGLE POINT IN THE SOUTH LINE OF SAID BUTCHER ROAD PARTNERS TRACT;**

**THENCE OVER AND ACROSS SAID BUTCHER ROAD PARTNERS TRACT, AS FOLLOWS:**

**N 20°56'35" W, A DISTANCE OF 2000.00 FEET TO A 5/8" IRON ROD WITH CAP STAMPED "TXRCS" SET FOR CORNER;**

**N 24°16'24" W, PASSING A 5/8" IRON ROD WITH CAP STAMPED "TXRCS" SET FOR WITNESS AT A DISTANCE OF 537.14 FEET, CONTINUING IN ALL A TOTAL DISTANCE OF 637.14 FEET TO A POINT FOR CORNER IN THE NORTH LINE OF SAID BUTCHER ROAD PARTNERS TRACT, SAME BEING THE APPROXIMATE CENTERLINE OF SANGER BRANCH FOR THE NORTHWEST CORNER OF THE HEREIN DESCRIBED TRACT, ALSO BEING IN THE SOUTH LINE OF CANYON CREEK ESTATES, PHASE I, AN ADDITION TO ELLIS COUNTY, TEXAS, RECORDED IN CABINET H, SLIDE 495, OPRECT;**

**THENCE ALONG THE NORTH LINE OF SAID BUTCHER ROAD PARTNERS TRACT AND THE COMMON SOUTH LINES OF SAID CANYON CREEK ESTATES, AND THAT TRACT OF LAND DESCRIBED IN DEED TO GLENDA JO JOHNSON, RECORDED IN VOLUME 1928, PAGE 1389, OPRECT, AND THAT TRACT OF LAND DESCRIBED IN DEED TO SCOTT ROSENBERGER AND WIFE, LARNA ROSENBERGER, RECORDED IN VOLUME 2736, PAGE 1429, OPRECT, AND GENERALLY ALONG THE CENTERLINE OF SANGER BRANCH, AS FOLLOWS:**

**N 31°40'29" W, A DISTANCE OF 113.45 FEET TO A POINT FOR CORNER;**

**N 02°00'31" E A DISTANCE OF 69.65 FEET TO A POINT FOR CORNER;**

**N 62°24'26" E, A DISTANCE OF 61.65 FEET TO A POINT FOR CORNER;**

**N 15°06'56" W, A DISTANCE OF 147.30 FEET TO A POINT FOR CORNER;**

**N 18°34'34" E, A DISTANCE OF 92.56 FEET TO A POINT FOR CORNER;**

**N 72°40'04" E, A DISTANCE OF 189.70 FEET TO A POINT FOR CORNER;**

**N 19°17'21" E, A DISTANCE OF 85.10 FEET TO A POINT FOR CORNER;**

**N 66°24'46" E, A DISTANCE OF 163.11 FEET TO A POINT FOR CORNER;**

**N 25°35'09" E, A DISTANCE OF 251.20 FEET TO A POINT FOR CORNER;**

**N 49°54'16" E, A DISTANCE OF 52.18 FEET TO A POINT FOR CORNER;**

**N 25°07'46" E, A DISTANCE OF 158.12 FEET TO A POINT FOR CORNER;**

**N 65°52'07" E, A DISTANCE OF 162.50 FEET TO A POINT FOR CORNER AT THE NORTHEAST CORNER OF SAID BUTCHER ROAD PARTNERS TRACT AND A COMMON ANGLE POINT IN THE SOUTH LINE OF SAID ROSENBERGER TRACT;**

**THENCE S 20°56'35" E, ALONG THE EAST LINE OF SAID BUTCHER ROAD PARTNERS TRACT AND THE COMMON WEST LINES OF THE TRACT OF LAND DESCRIBED AS TRACT 1 IN DEED TO ROBERT ESPINOZA, RECORDED IN INSTRUMENT NO. 1709323, OPRECT, AND THE TRACT OF LAND DESCRIBED TO DARREN RENFRO AND WIFE, JANA RENFRO, RECORDED IN VOLUME 1897, PAGE 1405, OPRECT, AND SAID LEONHARDT TRACT, PASSING A 5/8" IRON ROD WITH CAP STAMPED "TXRCS" SET FOR WITNESS AT A DISTANCE OF 57.44 FEET, CONTINUING IN ALL A TOTAL DISTANCE OF 3208.74 FEET TO THE POINT OF BEGINNING, AND CONTAINING 72.202 ACRES OF LAND, MORE OR LESS.**

**SAVE AND EXCEPT:**

**All that certain lot, tract or parcel of land being known and designated as Lots 1,2 and 3, Block A and Lots 1,2 and 3, Block B, The Ranch at Hidden Creek, an addition to Ellis County, Texas, according to the Final Plat, thereof recorded in Cabinet J, Slide 449 and 450, Plat Records, Ellis County Texas**

**And**

**BEING ALL OF THAT TRACT OF LAND SITUATED IN THE W. FOREMAN SURVEY, ABSTRACT NO. 363 AND THE J. STARRETT SURVEY, ABSTRACT NO. 1026, ELLIS COUNTY, TEXAS AND BEING ALL OF THAT TRACT OF LAND DESCRIBED IN DEED TO ROBERT ESPINOZA, RECORDED IN INSTRUMENT NO. 1709323 OF THE OFFICIAL PUBLIC RECORDS OF ELLIS COUNTY, TEXAS (OPRECT), AND BEING MORE PARTICULARLY DESCRIBED, AS FOLLOWS:**

**BEGINNING AT A 1/2" IRON ROD FOUND FOR THE SOUTHWEST CORNER OF SAID ESPINOZA TRACT AND THE COMMON NORTHWEST CORNER OF THAT TRACT OF LAND DESCRIBED IN DEED TO DARREN RENFRO AND WIFE, JANA RENFRO, RECORDED IN VOLUME 1897, PAGE 1405, OPRECT, SAME BEING IN THE EAST LINE OF THAT TRACT OF LAND DESCRIBED IN DEED TO BUTCHER ROAD PARTNERS, LTD, RECORDED IN VOLUME 2238, PAGE 765, OPRECT;**

**THENCE N 20°56'35" W, ALONG THE WEST LINE OF SAID ESPINOZA TRACT AND THE COMMON EAST LINE OF SAID BUTCHER ROAD PARTNERS TRACT, PASSING A 5/8" IRON ROD WITH CAP STAMPED "TXRCS" SET FOR WITNESS AT A DISTANCE OF 843.13 FEET, CONTINUING IN ALL A TOTAL DISTANCE OF 893.13 FEET TO A POINT IN THE APPROXIMATE CENTERLINE OF THE SANGER BRANCH FOR THE NORTHWEST CORNER OF SAID ESPINOZA TRACT;**

**THENCE S 66°39'53" E, ALONG THE NORTH LINE OF SAID ESPINOZA TRACT AND GENERALLY ALONG THE CENTERLINE OF SANGER BRANCH, A DISTANCE OF 613.71 FEET TO A POINT IN THE APPROXIMATE CENTERLINE OF THE SANGER BRANCH FOR THE NORTHEAST CORNER OF SAID ESPINOZA TRACT AND THE COMMON NORTH CORNER OF THAT TRACT OF LAND DESCRIBED TO RENNIE J. BAKER AND WIFE, LECTOR E. BAKER, RECORDED IN VOLUME 811, PAGE 70, OPRECT;**

**THENCE S 11°16'08" E, ALONG THE EAST LINE OF SAID ESPINOZA TRACT AND THE COMMON WEST LINE OF SAID BAKER TRACT, PASSING A 5/8" IRON ROD WITH CAP STAMPED "TXRCS" SET FOR WITNESS AT A DISTANCE OF 50.00 FEET, CONTINUING IN ALL A TOTAL DISTANCE OF 531.27 FEET TO A 1/2" IRON ROD FOUND FOR THE SOUTHEAST CORNER OF SAID ESPINOZA TRACT AND THE COMMON NORTHEAST CORNER OF SAID RENFRO TRACT;**

**THENCE S 78°37'48" W, ALONG THE SOUTH LINE OF SAID ESPINOZA TRACT AND THE COMMON NORTH LINE OF SAID RENFRO TRACT, A DISTANCE OF 355.06 FEET TO THE POINT OF BEGINNING AND CONTAINING 6.670 ACRES.**

(5)

## Planning & Zoning Department

### Petition for ETJ Release

Case: ETJ-PTN-17-2024



#### MEETING DATE(S)

City Council:

March 18, 2024

#### CAPTION

**Consider** proposed Ordinance approving a request by Dalton Bradbury, for a **Petition for ETJ Release** for approximately 3.03 acres, located at 3948 S. US Highway 287 and 159 Old Church Road (Property ID 147360 and 147371) – Owner: Seniats III (ETJ-PTN-17-2024)

#### RECOMMENDED MOTION

*"I move to approve ETJ-PTN-17-2024, a request by Dalton Bradbury, for a Petition for ETJ Release for approximately 3.03 acres, located at 3948 S. US Highway 287 and 159 Old Church Road, authorizing the Mayor to sign the associated documents accordingly."*

#### APPLICANT REQUEST

The property owner has petitioned the City to remove his property from the extraterritorial jurisdiction (ETJ).

#### CASE INFORMATION

**Applicant:** Dalton Bradbury

**Property Owner(s):** Seniats III, LLC

**Site Acreage:** 3.03 acres

**Number of Lots:** 2 lots

**Number of Dwelling Units:** 0 units

#### SUBJECT PROPERTY

**General Location:** Located at 3948 S. US Highway 287 and 159 Old Church Road

**Parcel ID Number(s):** 147360 and 147371

**Current Zoning:** ETJ

**Existing Use:** Undeveloped land

**Platting History:** The subject property was platted as a part of the Arrowhead Addition

**CCN Service Area:** Rockett Special Utility District



*Site Aerial:*



### **PLANNING ANALYSIS**

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

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

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

### **RECOMMENDATION**

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

### **ATTACHED EXHIBITS**

1. ETJ Petition Map for March 18, 2024 City Council Meeting
2. Proposed Ordinance
3. Plat (Exhibit A)
4. Location Map (Exhibit B)

### **STAFF CONTACT INFORMATION**

*Prepared by:*

Oanh Vu

Senior Planner

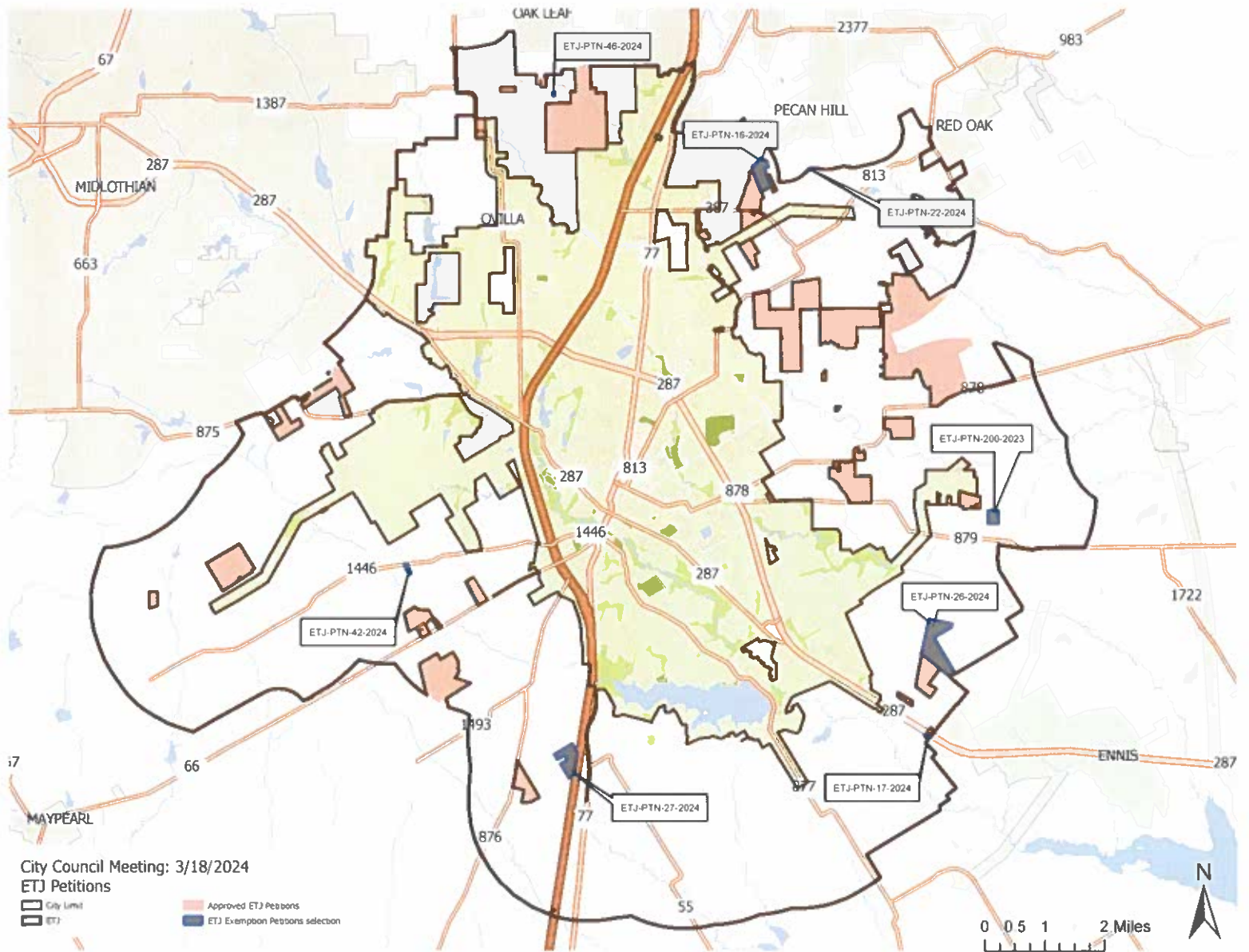
[oanh.vu@waxahachie.com](mailto:oanh.vu@waxahachie.com)

*Reviewed by:*

Jennifer Pruitt, AICP, LEED-AP, CNU-A

Senior Director of Planning

[jennifer.pruitt@waxahachie.com](mailto:jennifer.pruitt@waxahachie.com)



**ORDINANCE NO.**

**AN ORDINANCE AUTHORIZING THE RELEASE FROM THE CITY OF WAXAHACHIE'S EXTRATERRITORIAL JURISDICTION OF A 3.03 ACRE TRACT OF LAND, LOCATED AT 3948 S. US HIGHWAY 287 AND 159 OLD CHURCH ROAD, KNOWN AS PROPERTY ID 147360 AND 147371, AND ORDERING THE CHANGING OF THE CITY OF WAXAHACHIE'S EXTRATERRITORIAL JURISDICTION BOUNDARY MAP IN ACCORDANCE WITH SAID CHANGE.**

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

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

**WHEREAS**, City staff has determined that the submitted petition, case number ETJ-PTN-17-2024, complies with the requirements of Subchapter D of Chapter 42 of the Texas Local Government Code and that such law requires the release of the herein described property from the City's ETJ.

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

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

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

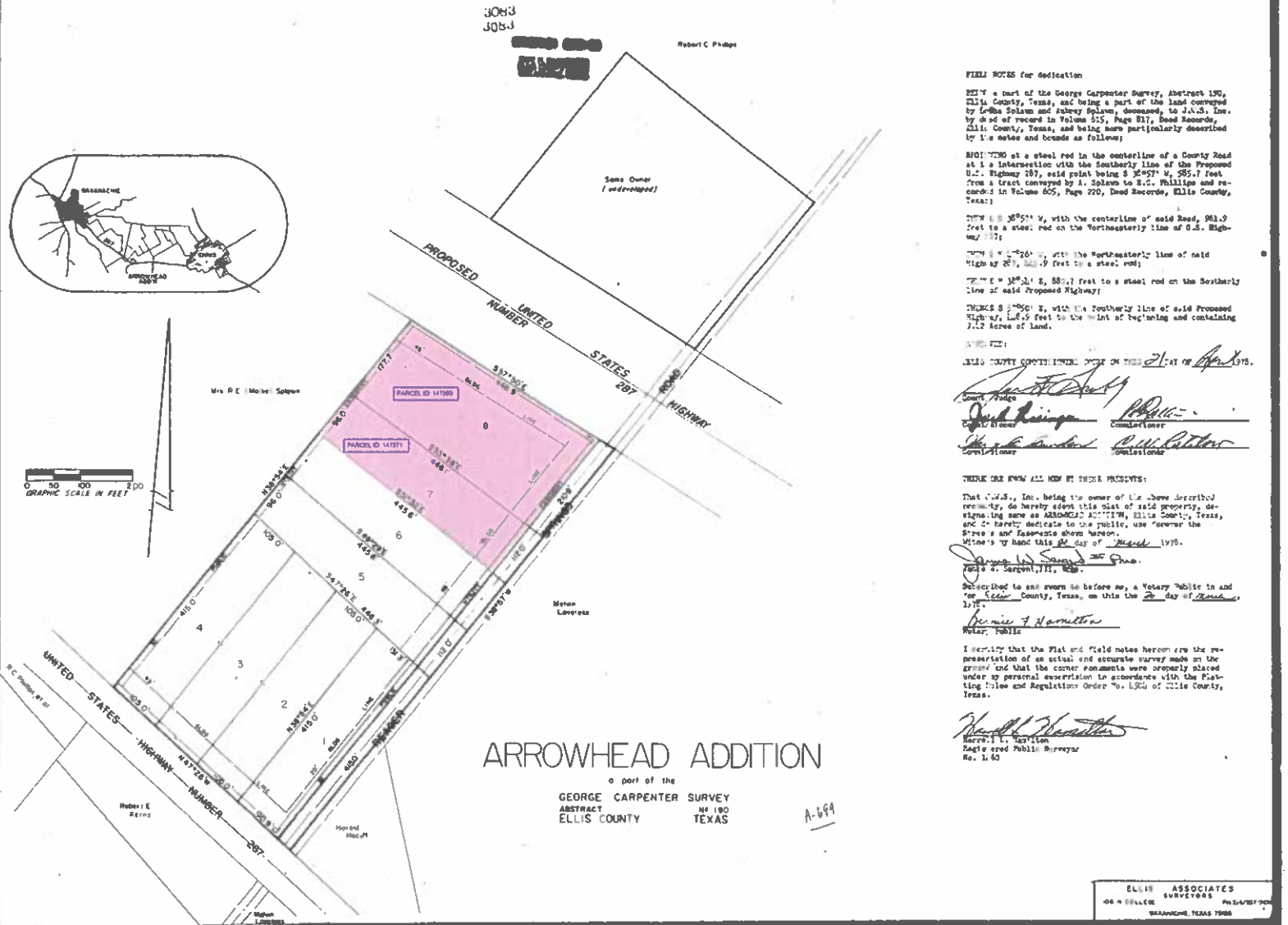
**PASSED, APPROVED AND ADOPTED** on this 18<sup>th</sup> day of March, 2024.

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
City Secretary

# EXHIBIT A - PLAT







**EXHIBIT B - LOCATION MAP**



(5K)

## Planning & Zoning Department

### Petition for ETJ Release

Case: ETJ-PTN-22-2024



#### MEETING DATE(S)

City Council:

March 18, 2023

#### CAPTION

**Consider** proposed Ordinance approving a request by Ron Barson, Halstead Investment Trust, for a **Petition for ETJ Release** for approximately 0.867 acres, located at 105 Ridgecrest Drive (Property ID 249624) – Owner: Ronald Barson & Halstead Investment Trust (ETJ-PTN-22-2024)

#### RECOMMENDED MOTION

*"I move to approve ETJ-PTN-22-2024, a request by Ron Barson, Halstead Investment Trust, for a Petition for ETJ Release for approximately 0.867 acres, located west of 105 Ridgecrest Drive, authorizing the Mayor to sign the associated documents accordingly."*

#### APPLICANT REQUEST

The property owner has petitioned the City to remove his property from the extraterritorial jurisdiction (ETJ). After staff review, it has been determined that only a portion of the property (approximately 0.867 acres) included in the petition is located within the Waxahachie ETJ. This Petition will only be applicable for the portion of property located within the Waxahachie ETJ and will not release the remainder of the property from the ETJ of another entity.

#### CASE INFORMATION

<b>Applicant:</b>	Ron Barson, Halstead Investment Trust
<b>Property Owner(s):</b>	Ron Barson, Halstead Investment Trust
<b>Site Acreage:</b>	Approximately 0.867 acres within the Waxahachie ETJ
<b>Number of Lots:</b>	1 tract
<b>Number of Dwelling Units:</b>	1 unit – (Outside the Waxahachie ETJ)

#### SUBJECT PROPERTY

<b>General Location:</b>	105 Ridgecrest Drive
<b>Parcel ID Number(s):</b>	Portion of 249624
<b>Current Zoning:</b>	ETJ
<b>Existing Use:</b>	Undeveloped Land
<b>Platting History:</b>	The subject property is not currently platted.
<b>CCN Service Area:</b>	Rockett Special Utility District

0 750 1,500 2,250 3,000 Feet

ETJ  
ETJ-PTN-22-2024 (ETJ PETITION)

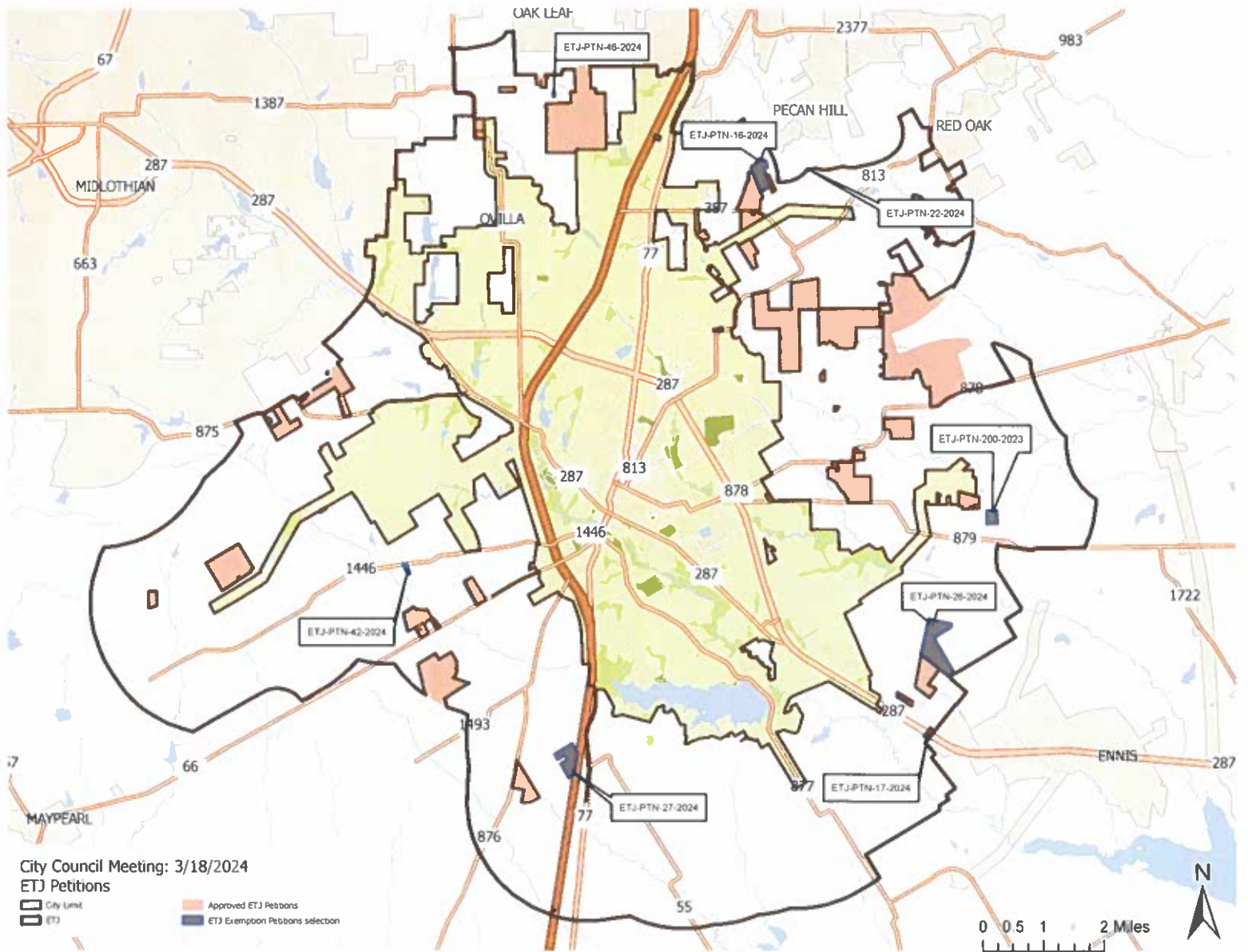
Starting September 1, 2023, residents living in areas within a municipality's ETJ are allowed to file a petition requesting their release from the ETJ. Upon providing the City with the minimum information listed below, the City must immediately release the area from its ETJ.

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

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

1. ETJ Petition Map for March 18, 2024 City Council Meeting
2. Proposed Ordinance
3. Legal Description – Metes & Bounds (Exhibit A)
4. Location Map (Exhibit B)

[jennifer.pruitt@waxahachie.com](mailto:jennifer.pruitt@waxahachie.com)



ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE AUTHORIZING THE RELEASE FROM THE CITY OF WAXAHACHIE'S EXTRATERRITORIAL JURISDICTION OF AN APPROXIMATELY 0.867 ACRE TRACT OF LAND, LOCATED AT 105 RIDGECREST DRIVE, KNOWN AS A PORTION OF PROPERTY ID 249624 AND ORDERING THE CHANGING OF THE CITY OF WAXAHACHIE'S EXTRATERRITORIAL JURISDICTION BOUNDARY MAP IN ACCORDANCE WITH SAID CHANGE.**

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

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

**WHEREAS**, City staff has determined that the submitted petition, case number ETJ-PTN-22-2024, complies with the requirements of Subchapter D of Chapter 42 of the Texas Local Government Code and that such law requires the release of the herein described property from the City's ETJ.

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

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

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

**PASSED, APPROVED AND ADOPTED** on this 18<sup>th</sup> day of March, 2024.

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
City Secretary



# Exhibit A - Legal Description - Metes & Bounds

02452 1075

EXHIBIT "A"

VOL.

PG.

BEING a tract or parcel of land situated in Ellis County, Texas, and being part of the William McGill Survey Abstract 740, and being that called 138 acre tract of land conveyed to H. W. Gibbons by deed recorded in Volume 370 Page 77 of the Deed Records of Ellis County, and being more particularly described as follows:

BEGINNING at a point for corner at a  $\frac{1}{4}$ " iron rod set in the southerly line of said called 138 acre tract said point being the northwesterly corner of Twin Lakes Estates Addition, a subdivision in Ellis County as recorded in Cabinet A Slide 628 of the Map Records of Ellis County and also being the northeasterly corner of the First Tract conveyed to L. G. Gibbons by deed recorded in Volume 367 Page 112 of the Deed Records of Ellis County;

THENCE South  $63^{\circ} 18' 34''$  West along the southerly line of said called 138 acre tract and the northerly line of said First Tract a distance of 533.79 feet to a point for corner at a corner post;

THENCE North  $27^{\circ} 29' 53''$  West along the westerly line of said called 138 acre tract and an easterly line of Tract Three conveyed to George H. Singleton, Jeanette Singleton Cloyd and Mtrust Corp., Trustees, by deed recorded in Volume 821 Page 511 of the Deed Records of Ellis County a distance of 1981.56 feet to a point for corner at a  $\frac{1}{4}$ " iron rod set;

THENCE North  $60^{\circ} 00'$  East (record bearing) along the northerly line of said called 138 acre tract and a southerly line of said Tract Three a distance of 2316.58 feet to a point for corner in the center line of Red Oak Creek from which a  $\frac{1}{4}$ " iron rod bears South  $60^{\circ} 00'$  West a distance of 13.0 feet;

THENCE in a southerly and southeasterly direction along them meanders of Red Oak Creek the following calls:

South  $77^{\circ} 07' 20''$  East a distance of 201.91 feet  
South  $79^{\circ} 44' 49''$  East a distance of 171.39 feet  
South  $66^{\circ} 58' 15''$  East a distance of 236.26 feet  
North  $81^{\circ} 34' 05''$  East a distance of 145.01 feet  
North  $56^{\circ} 16' 58''$  East a distance of 208.14 feet  
North  $80^{\circ} 15' 03''$  East a distance of 70.51 feet  
North  $84^{\circ} 34' 11''$  East a distance of 60.18 feet  
South  $78^{\circ} 01' 45''$  East a distance of 167.96 feet  
South  $19^{\circ} 15' 20''$  East a distance of 94.32 feet  
South  $8^{\circ} 11' 27''$  West a distance of 195.6 feet  
South  $54^{\circ} 16' 13''$  East a distance of 83.9 feet  
South  $21^{\circ} 52' 33''$  West a distance of 103.22 feet  
South  $50^{\circ} 13' 20''$  West a distance of 111.49 feet  
South  $12^{\circ} 43' 19''$  West a distance of 162.51 feet  
South  $52^{\circ} 25' 16''$  West a distance of 103.71 feet  
South  $20^{\circ} 23' 57''$  West a distance of 84.92 feet  
South  $49^{\circ} 56' 05''$  East a distance of 285.39 feet  
South  $60^{\circ} 50' 13''$  East a distance of 126.92 feet  
South  $34^{\circ} 02' 14''$  West a distance of 119.43 feet  
South  $12^{\circ} 59' 28''$  West a distance of 119.68 feet  
South  $54^{\circ} 37' 30''$  East a distance of 101.51 feet  
South  $80^{\circ} 10' 10''$  East a distance of 126.66 feet  
South  $43^{\circ} 14' 25''$  East a distance of 108.85 feet to a point for corner from which a  $\frac{1}{4}$ " iron rod bears South  $60^{\circ} 23' 56''$  West a distance of 30.0 feet;

THENCE South  $60^{\circ} 23' 56''$  West along the southerly line of said called 138 acre tract and the northerly line of said Twin Lakes Estates Addition a distance of 2443.84 feet to the PLACE OF BEGINNING and containing 135.3722 acres.

*A. E. B.*



Exhibit B - Location Map



# Planning & Zoning Department

## Petition for ETJ Release

Case: ETJ-PTN-26-2024



### MEETING DATE(S)

City Council:

March 18, 2024

### CAPTION

**Consider** proposed Ordinance approving a request by James Anderson, for a **Petition for ETJ Release** for approximately 159.420 acres, located north of 1012 Mustang Road (Property ID 181028) – Owner: Anderson Karen S Irrevocable Trust (ETJ-PTN-26-2024)

### RECOMMENDED MOTION

*"I move to approve ETJ-PTN-26-2024, a request by James Anderson, for a Petition for ETJ Release for approximately 159.420 acres, located north of 1012 Mustang Road, authorizing the Mayor to sign the associated documents accordingly."*

### APPLICANT REQUEST

The property owner has petitioned the City to remove his property from the extraterritorial jurisdiction (ETJ).

### CASE INFORMATION

<b>Applicant:</b>	James Anderson
<b>Property Owner(s):</b>	Anderson Karen S Irrevocable Trust
<b>Site Acreage:</b>	159.420 acres
<b>Number of Lots:</b>	1 tract of land
<b>Number of Dwelling Units:</b>	0 units

### SUBJECT PROPERTY

<b>General Location:</b>	Located north of 1012 Mustang Road
<b>Parcel ID Number(s):</b>	181028
<b>Current Zoning:</b>	ETJ
<b>Existing Use:</b>	Undeveloped land
<b>Platting History:</b>	The subject property is not currently platted
<b>CCN Service Area:</b>	Not within a CCN Service Area

Site Aerial:



### **PLANNING ANALYSIS**

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

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

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

### **RECOMMENDATION**

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

### **ATTACHED EXHIBITS**

1. ETJ Petition Map for March 18, 2024 City Council Meeting
2. Proposed Ordinance
3. Survey and Metes and Bounds (Exhibit A)
4. Location Map (Exhibit B)

### **STAFF CONTACT INFORMATION**

*Prepared by:*

Oanh Vu

Senior Planner

[oanh.vu@waxahachie.com](mailto:oanh.vu@waxahachie.com)

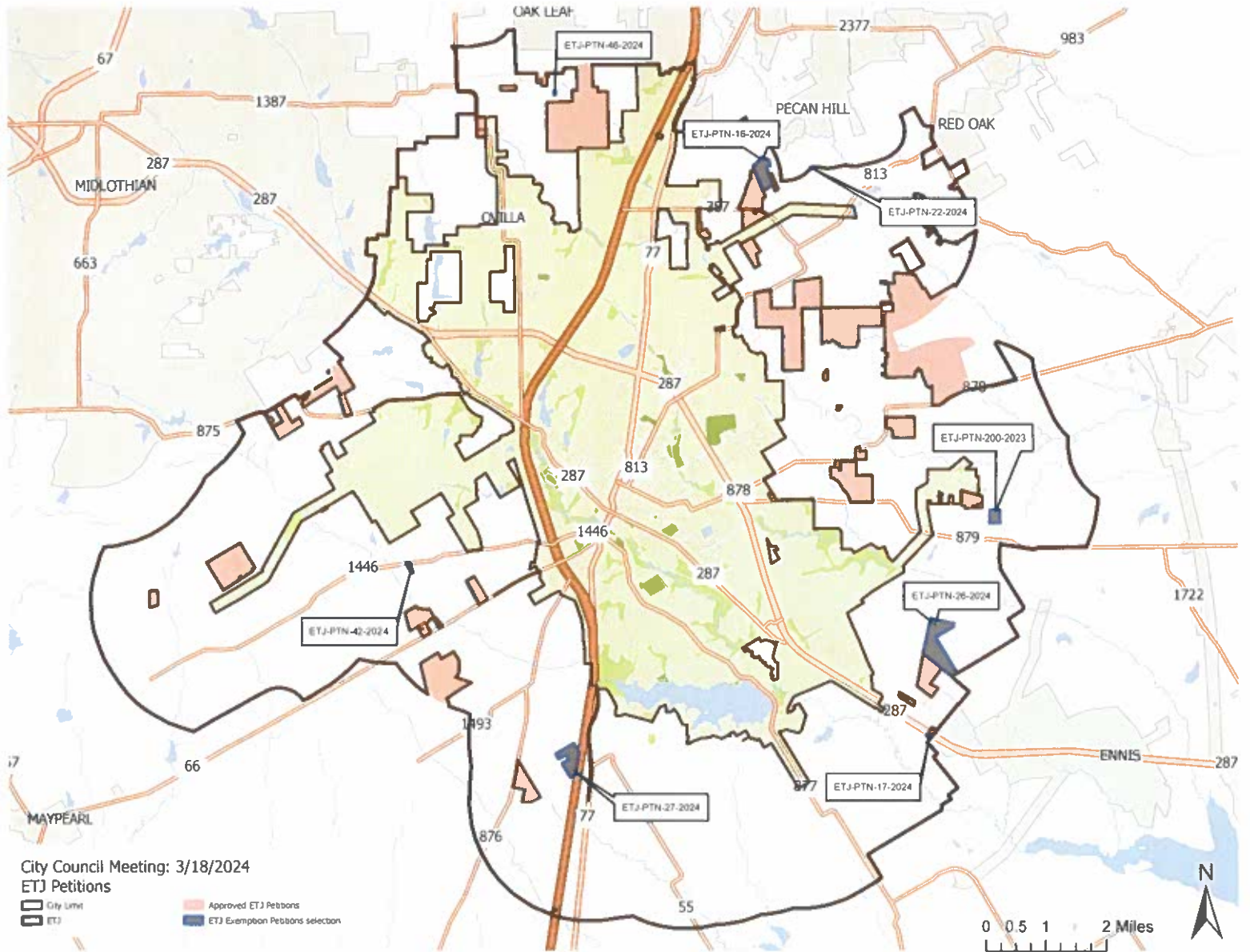
*Reviewed by:*

Jennifer Pruitt, AICP, LEED-AP, CNU-A

Senior Director of Planning

[jennifer.pruitt@waxahachie.com](mailto:jennifer.pruitt@waxahachie.com)





**ORDINANCE NO.**

**AN ORDINANCE AUTHORIZING THE RELEASE FROM THE CITY OF WAXAHACHIE'S EXTRATERRITORIAL JURISDICTION OF A 159.420 ACRE TRACT OF LAND, LOCATED NORTH OF 1012 MUSTANG ROAD, KNOWN AS PROPERTY ID 181028, AND ORDERING THE CHANGING OF THE CITY OF WAXAHACHIE'S EXTRATERRITORIAL JURISDICTION BOUNDARY MAP IN ACCORDANCE WITH SAID CHANGE.**

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

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

**WHEREAS**, City staff has determined that the submitted petition, case number ETJ-PTN-26-2024, complies with the requirements of Subchapter D of Chapter 42 of the Texas Local Government Code and that such law requires the release of the herein described property from the City's ETJ.

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

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

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

**PASSED, APPROVED AND ADOPTED** on this 18<sup>th</sup> day of March, 2024.

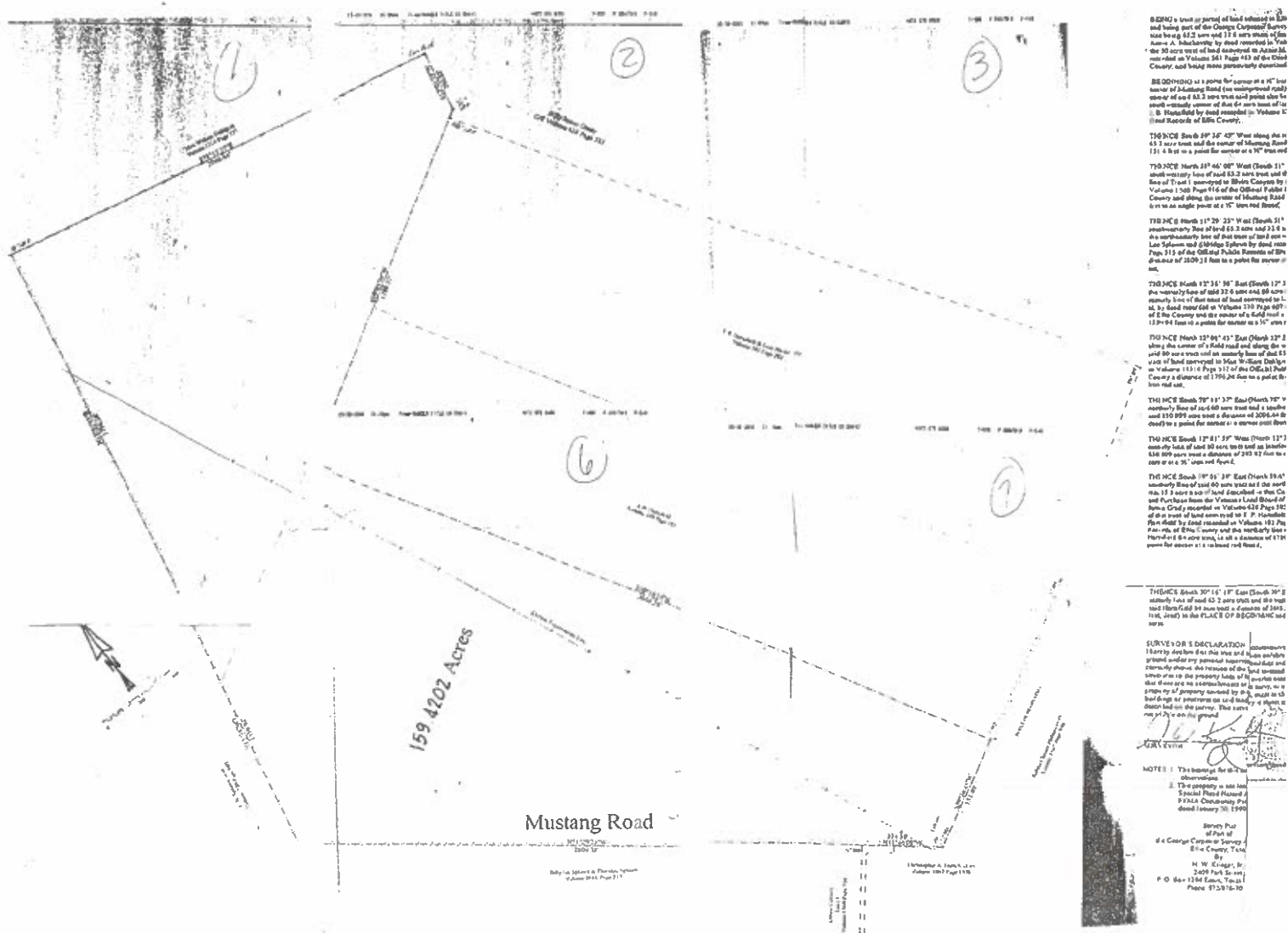
\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
City Secretary



## EXHIBIT A - SURVEY & METES AND BOUNDS



# EXHIBIT A - SURVEY & METES AND BOUNDS

Parcel 2---Machovsky Farm  
159.4202 acres

A tract or parcel of land situated in Ellis County, Texas, and being part of the George Carpenter Survey, Abstract No. 190, and also being 65.2 acre and 32.6 acre tracts of land conveyed to Annie A. Machovsky by deed recorded in Volume 561, Page 489 and the 60 acre tract of land conveyed to Annie M. Machovsky by deed recorded in Volume 561, Page 483 of the Deed Records of Ellis County, and being more particularly described as follows:

BEGINNING at a point for corner at a 1/2" iron rod set in the center of Mustang Road (an unimproved road) at the Southeasterly corner of said 65.2 acre tract, said point also being the Southwesterly corner of that 64 acre tract of land conveyed to J.B. Hartsfield by deed recorded in Volume 329, Page 105 of the Deed Records of Ellis County;

THENCE South 59 deg. 36' 45" West along the Southerly line of said 65.2 acre tract and the center of Mustang Road, a distance of 551.4 ft. to a point for corner at a 1/2" iron rod set;

THENCE North 51 deg. 46' 08" West (South 51 deg. East, deed) along the Southwesterly line of said 65.2 acre tract and the Northeasterly line of Tract 1 conveyed to Elvira Conyers by deed recorded in Volume 1560, Page 916 of the Official Public Records of Ellis County and along the center of Mustang Road, a distance of 374.36 ft. to an angle point at a 1/2" iron rod found;

THENCE North 51 deg. 29' 25" West (South 51 deg. East, deed) along the Southwesterly line of said 65.2 acre and 32.6 acre tracts and the Northeasterly line of that tract of land conveyed to Billy Lee Splawn and Eldridge Splawn by deed recorded in Volume 1088, Page 515 of the Official Public Records of Ellis County, a distance of 2809.38 ft. to a point for corner at a 1/2" iron rod set;

THENCE North 12 deg. 38' 50" East (South 12 deg. 34' West, deed) along the Westerly line of said 32.6 acre and 60 acre tracts and the Easterly line of that tract of land conveyed to L.B. Splawn, et al. by deed recorded in Volume 330, Page 607 of the Deed Records of Ellis County and the center of a field road, a distance of 1359.94 ft. to a point for corner at a 1/2" iron rod found;

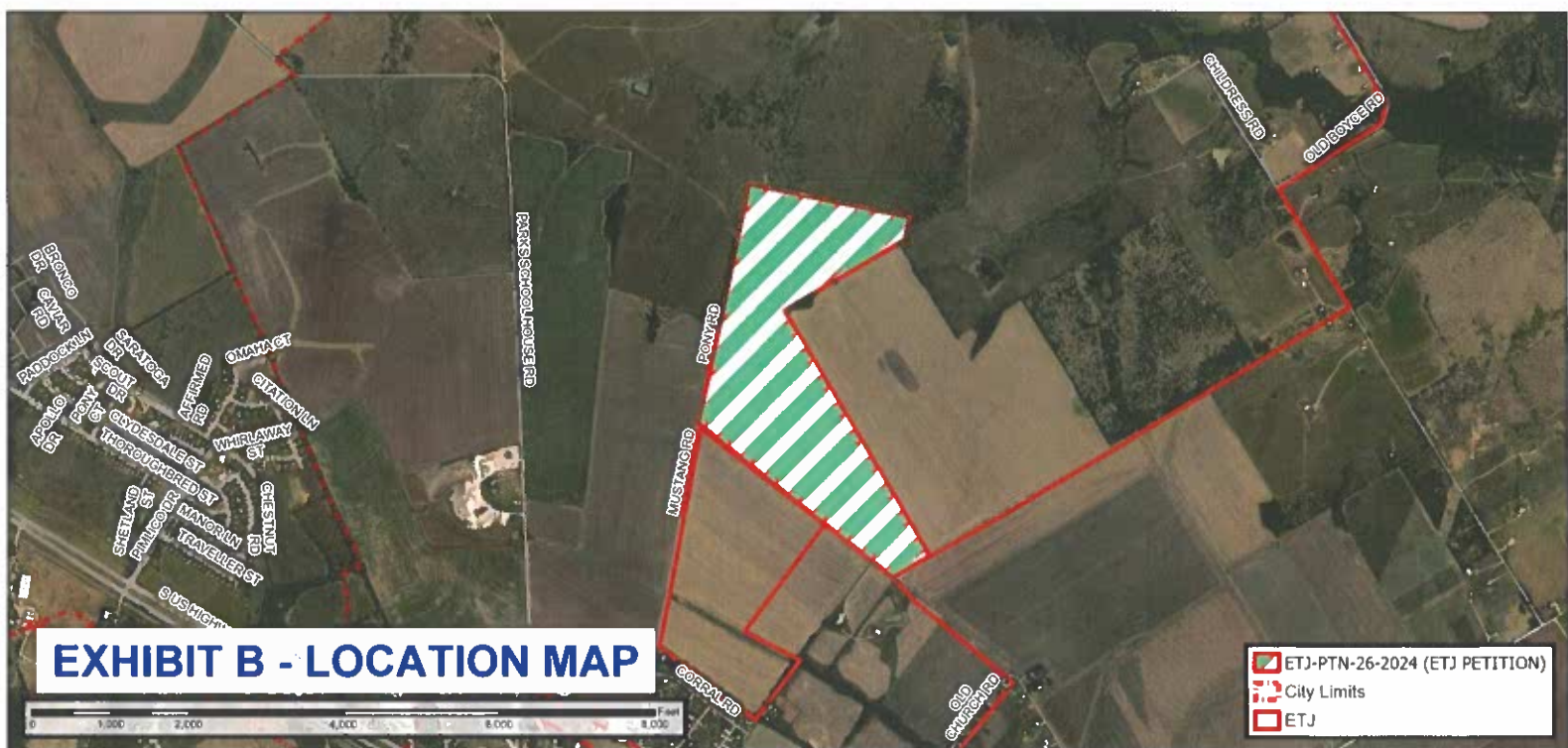
THENCE North 12 deg. 01' 45" East (North 12 deg. East, deed) continuing along the center of a field road and along the Westerly line of said 60 acre tract and an Easterly line of that 850.099 acre tract of land conveyed to Max William Dahlgren by deed recorded in Volume 11316, Page 537 of the Official Public Records of Ellis County, a distance of 1796.24 ft. to a point for corner at a 1/2" iron rod set;

THENCE South 78 deg. 13' 37" East (North 78 deg. West, deed) along the Northerly line of said 60 acre tract and a Southerly line of said 850.099 acre tract, a distance of 2096.44 ft. (2089.1 ft., deed) to a point for corner at a corner post found;

THENCE South 12 deg. 01' 59" West (North 12 deg. East, deed) along the Easterly line of said 60 acre tract and an interior line of said 850.099 acre tract, a distance of 292.82 ft. to a point for corner at a 1/2" iron rod found;

THENCE South 59 deg. 01' 59" East (North 59 1/2 deg. East, deed) along the Southerly line of said 60 acre tract and the Northerly line of that 35.3 acre tract of land described in that Contract of Sale and Purchase from the Veterans Land Board of Texas to Billy James Grady recorded in Volume 628, Page 585, the Northerly line of that tract of land conveyed to T.P. Hartsfield and Ross Hartsfield by deed recorded in Volume 182, Page 283 of the Deed Records of Ellis County and the Northerly line of said J.B. Hartsfield 64 acre tract, in all, a distance of 1789.52 ft. to a point for corner at a railroad rail found;

THENCE South 30 deg. 16' 19" East (South 30 deg. East, deed) along the Easterly line of said 65.2 acre tract and the Westerly line of said Hartsfield 64 acre tract, a distance of 3648.28 ft. (3650.3 ft., deed) to the PLACE OF BEGINNING and CONTAINING 159.4202 acres of land, more or less.



(5m)

## Planning & Zoning Department

### Petition for ETJ Release

Case: ETJ-PTN-27-2024



#### MEETING DATE(S)

City Council:

March 18, 2024

#### CAPTION

**Consider** proposed Ordinance approving a request by James Anderson, for a **Petition for ETJ Release** for approximately 69.991 acres, located adjacent to 310 Grainery Road (Property ID 190506) – Owner: Anderson Karen S Irrevocable Trust (ETJ-PTN-27-2024)

#### RECOMMENDED MOTION

*"I move to approve ETJ-PTN-27-2024, a request by James Anderson, for a Petition for ETJ Release for approximately 69.991 acres, located adjacent to 310 Grainery Road, authorizing the Mayor to sign the associated documents accordingly."*

#### APPLICANT REQUEST

The property owner has petitioned the City to remove his property from the extraterritorial jurisdiction (ETJ).

#### CASE INFORMATION

Applicant:

James Anderson

Property Owner(s):

Anderson Karen S Irrevocable Trust

Site Acreage:

69.991 acres

Number of Lots:

1 tract of land

Number of Dwelling Units:

0 units

#### SUBJECT PROPERTY

General Location:

Located adjacent to 310 Grainery Road

Parcel ID Number(s):

190506

Current Zoning:

ETJ

Existing Use:

Undeveloped land

Platting History:

The subject property is not currently platted

CCN Service Area:

Buena Vista-Bethel Special Utility District



*Site Aerial:*



**PLANNING ANALYSIS**

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

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

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

**RECOMMENDATION**

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

**ATTACHED EXHIBITS**

1. ETJ Petition Map for March 18, 2024 City Council Meeting
2. Proposed Ordinance
3. Survey and Metes and Bounds (Exhibit A)
4. Location Map (Exhibit B)

**STAFF CONTACT INFORMATION**

*Prepared by:*

Oanh Vu

Senior Planner

[oanh.vu@waxahachie.com](mailto:oanh.vu@waxahachie.com)

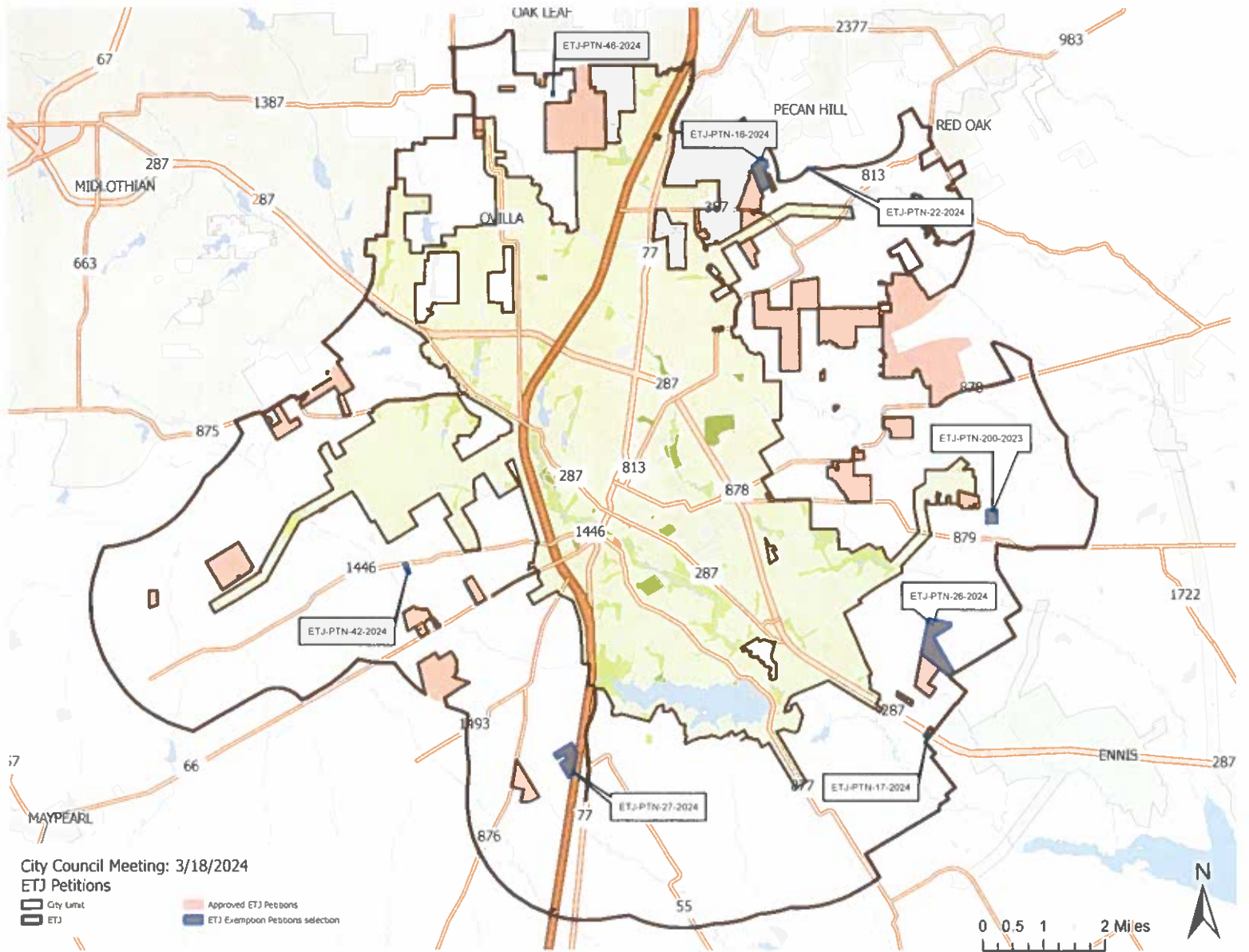
*Reviewed by:*

Jennifer Pruitt, AICP, LEED-AP, CNU-A

Senior Director of Planning

[jennifer.pruitt@waxahachie.com](mailto:jennifer.pruitt@waxahachie.com)





**ORDINANCE NO.**

**AN ORDINANCE AUTHORIZING THE RELEASE FROM THE CITY OF WAXAHACHIE'S EXTRATERRITORIAL JURISDICTION OF A 69.991 ACRE TRACT OF LAND, LOCATED ADJACENT TO 310 GRAINERY ROAD, KNOWN AS PROPERTY ID 190506, AND ORDERING THE CHANGING OF THE CITY OF WAXAHACHIE'S EXTRATERRITORIAL JURISDICTION BOUNDARY MAP IN ACCORDANCE WITH SAID CHANGE.**

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

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

**WHEREAS**, City staff has determined that the submitted petition, case number ETJ-PTN-26-2024, complies with the requirements of Subchapter D of Chapter 42 of the Texas Local Government Code and that such law requires the release of the herein described property from the City's ETJ.

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

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

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

**PASSED, APPROVED AND ADOPTED** on this 18<sup>th</sup> day of March, 2024.

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
City Secretary

# EXHIBIT A - SURVEY & METES AND BOUNDS

## Parcel 4--Mitchell Farm

69.991 acres

BEING all that certain lot, tract, or parcel of land situated in the W. Stewart Survey, Abstract No. 956 and being all of a called 79.9838 acre tract described by instrument recorded in Volume 2000, Page 1241 of the Official Public Records, ELLIS County, Texas, less that certain 10.00 acre save and except tract described in same, and being more particularly described as follows:

BEGINNING at a 1/2 inch steel rod set in the Northwest line of Grainery Road (a public road) and the Southeast line of said 79.9838 acre tract, for the South corner of this tract, said rod being the lower East corner of said 10.00 acre tract;

THENCE North 30 degrees 30 minutes 24 seconds West, 1424.92 feet (Deed record bearing basis, same distance) along the lower Southwest line of this tract and the lower Northeast line of said 10.00 acre tract, to a 1/2 inch steel rod set for corner;

THENCE along the Westerly lines of this tract and the Easterly lines of said 10.00 acre tract, the following bearings and distances: North 58 degrees 43 minutes 18 seconds East, 717.13 feet (same as deed) to a 1/2 inch steel rod set for corner; North 31 degrees 16 minutes 42 seconds West, 500.00 feet (same as deed) to a 1/2 inch steel rod set for corner; And South 58 degrees 43 minutes 18 seconds West, 757.32 feet (deed same bearing, 757.13 feet) to a steel rod set in the upper Southwest line of said 79.9838 acre tract and in the Northeast line of a called 128.5118 acre tract described in instrument recorded in Volume 1721, Page 713 Official Public Records of ELLIS County, Texas, for a Southerly corner of this tract and the West corner of said 10.00 acre tract;

THENCE North 31 degrees 18 minutes 00 seconds West, 515.04 feet (deed North 31 degrees 16 minutes 42 seconds West) along the upper Southwest line of this tract and said 79.9838 acre tract and along the Northeast line of said 128.5118 acre tract, to a 5/8 inch steel rod found for the West corner of this tract and said 79.9838 acre tract, and being the North corner of said 128.5118 acre tract, and being the East corner of a called 36.7870 acre tract described by instrument recorded in Volume 1420, Page 905 Official Public Records of ELLIS County, Texas, and being a Southerly corner of a called 91.4451 acre tract described by instrument recorded in Volume 1527, Page 728 Official Public Records of ELLIS County, Texas;

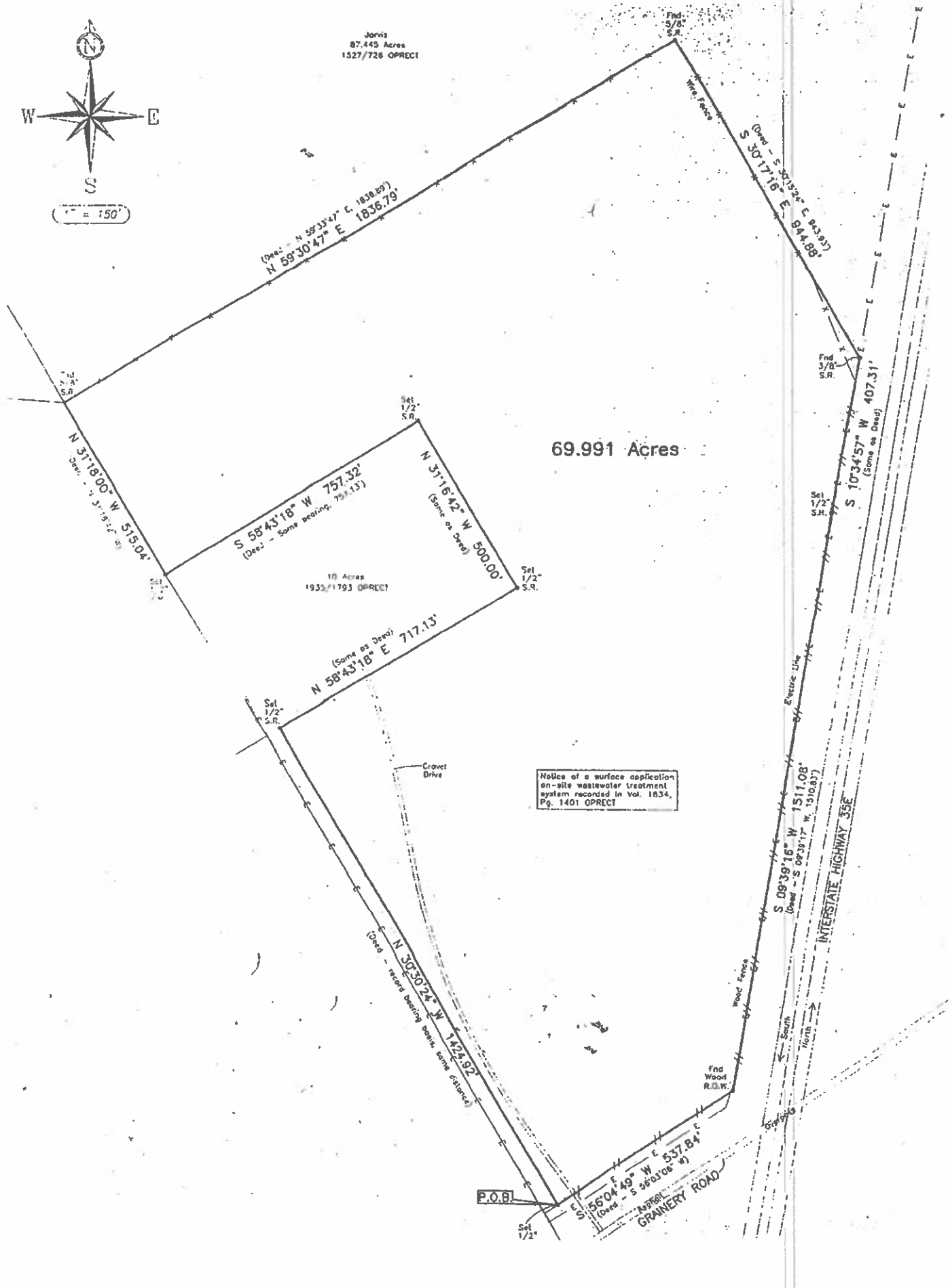
THENCE North 59 degrees 30 minutes 47 seconds East, 1836.79 feet (deed North 59 degrees 33 minutes 47 seconds East, 1836.89 feet) along the Northwest line of this tract and same 79.9838 acre tract, and along a Southeasterly line of said 91.4451 acre tract, to a 5/8 inch steel rod found for the North corner of this tract and said 79.9838 acre tract, and being an inset Southerly corner of said 91.4451 acre tract;

THENCE South 30 degrees 17 minutes 16 seconds East, 944.88 feet (deed South 30 degrees 15 minutes 24 seconds East, 943.93 feet) along the Northeast line of this tract and said 79.9838 acre tract, and along a Southwesterly line of said 91.4451 acre tract, to a 3/8 inch steel rod found in the West line of Interstate Highway 35E (a variable width right-of-way) for the Northerly East corner of this tract and said 79.9838 acre tract, and being a Southerly corner of said 91.4451 acre tract;

THENCE along the West line of said highway and the East line of this tract and said 79.9838 acre tract, South 10 degrees 34 minutes 57 seconds West, 407.31 feet (same as deed) to a 1/2 inch steel rod set for corner, and South 09 degrees 39 minutes 16 seconds West, 1511.08 feet (deed South 09 degrees 39 minutes 17 seconds West, 1510.83 feet) to a wood right-of-way monument found in the Northwest line of Grainery Road for the Southeast corner of this tract and said 79.9838 acre tract;

THENCE South 56 degrees 04 minutes 49 seconds West, 537.84 feet (deed South 56 degrees 03 minutes 08 seconds West) along the Northwest line of said road and the Southeast line of this tract and said 79.9838 acre tract, to the POINT OF BEGINNING and containing approximately 69.991 acres of land,

EXHIBIT A - SURVEY & METES AND BOUNDS









(5n)

## Planning & Zoning Department

### Petition for ETJ Release

Case: ETJ-PTN-42-2024



#### MEETING DATE(S)

City Council:

March 18, 2024

#### CAPTION

**Consider** proposed Ordinance approving a request by Daniel Escobar & Norma Escobar, for a **Petition for ETJ Release** for approximately 5.257 acres, located at 2395 FM 1446 (Property ID 294232) – Owner: Daniel Escobar & Norma Escobar (ETJ-PTN-42-2024) Staff: Zack King

#### RECOMMENDED MOTION

*"I move to approve ETJ-PTN-42-2024, a request by Daniel Escobar & Norma Escobar, for a Petition for ETJ Release for approximately 5.257 acres, located at 2395 FM 1446, authorizing the Mayor to sign the associated documents accordingly."*

#### APPLICANT REQUEST

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

#### CASE INFORMATION

**Applicant:** Daniel Escobar & Norma Escobar

**Property Owner(s):** Daniel Escobar & Norma Escobar

**Site Acreage:** 5.257 acres

**Number of Lots:** 2 lots

**Number of Dwelling Units:** 2 units

#### SUBJECT PROPERTY

**General Location:** 2395 FM 1446

**Parcel ID Number(s):** 294232

**Current Zoning:** ETJ

**Existing Use:** Single family residence.

**Platting History:** The subject property is currently platted as Lot 2, Block A of the Buena Vista Estates Phase 2 subdivision.

**CCN Service Area:** Buena Vista-Bethel WSC

*Site Aerial:*



### **PLANNING ANALYSIS**

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

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

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

### **RECOMMENDATION**

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

### **ATTACHED EXHIBITS**

1. ETJ Petition Map for March 18, 2024 City Council Meeting
2. Proposed Ordinance
3. Legal Description (Exhibit A)
4. Location Map (Exhibit B)

### **STAFF CONTACT INFORMATION**

*Prepared by:*

Zack King, AICP

Senior Planner

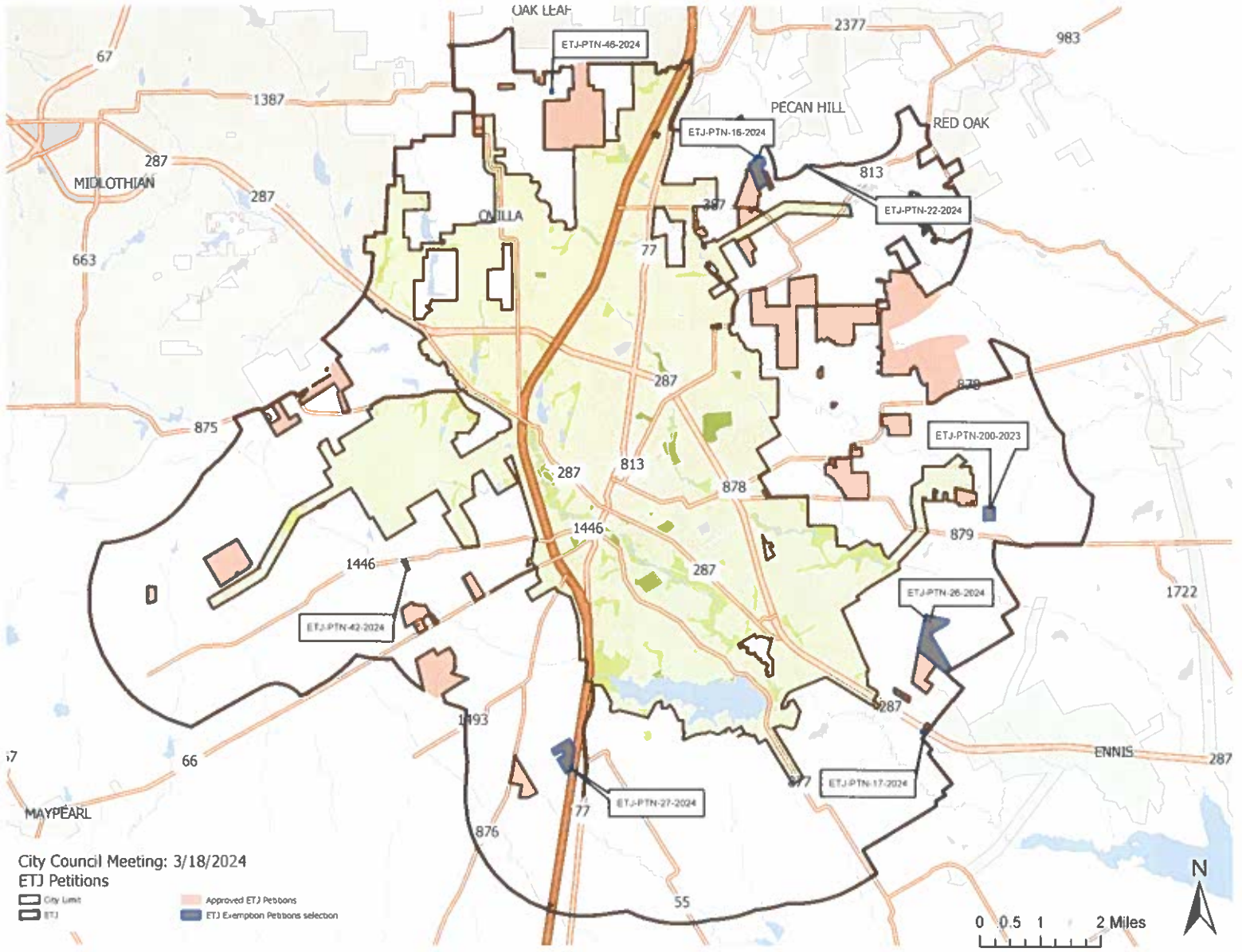
[zking@waxahachie.com](mailto:zking@waxahachie.com)

*Reviewed by:*

Jennifer Pruitt, AICP, LEED-AP, CNU-A

Senior Director of Planning

[jennifer.pruitt@waxahachie.com](mailto:jennifer.pruitt@waxahachie.com)



ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE AUTHORIZING THE RELEASE FROM THE CITY OF WAXAHACHIE'S EXTRATERRITORIAL JURISDICTION OF A 5.257 ACRE TRACT OF LAND, LOCATED AT 2395 FM 1446, KNOWN AS PROPERTY ID 294232, AND ORDERING THE CHANGING OF THE CITY OF WAXAHACHIE'S EXTRATERRITORIAL JURISDICTION BOUNDARY MAP IN ACCORDANCE WITH SAID CHANGE.**

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

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

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

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

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

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

**PASSED, APPROVED AND ADOPTED** on this 18<sup>th</sup> day of March, 2024.

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
City Secretary

Exhibit A - Legal Description

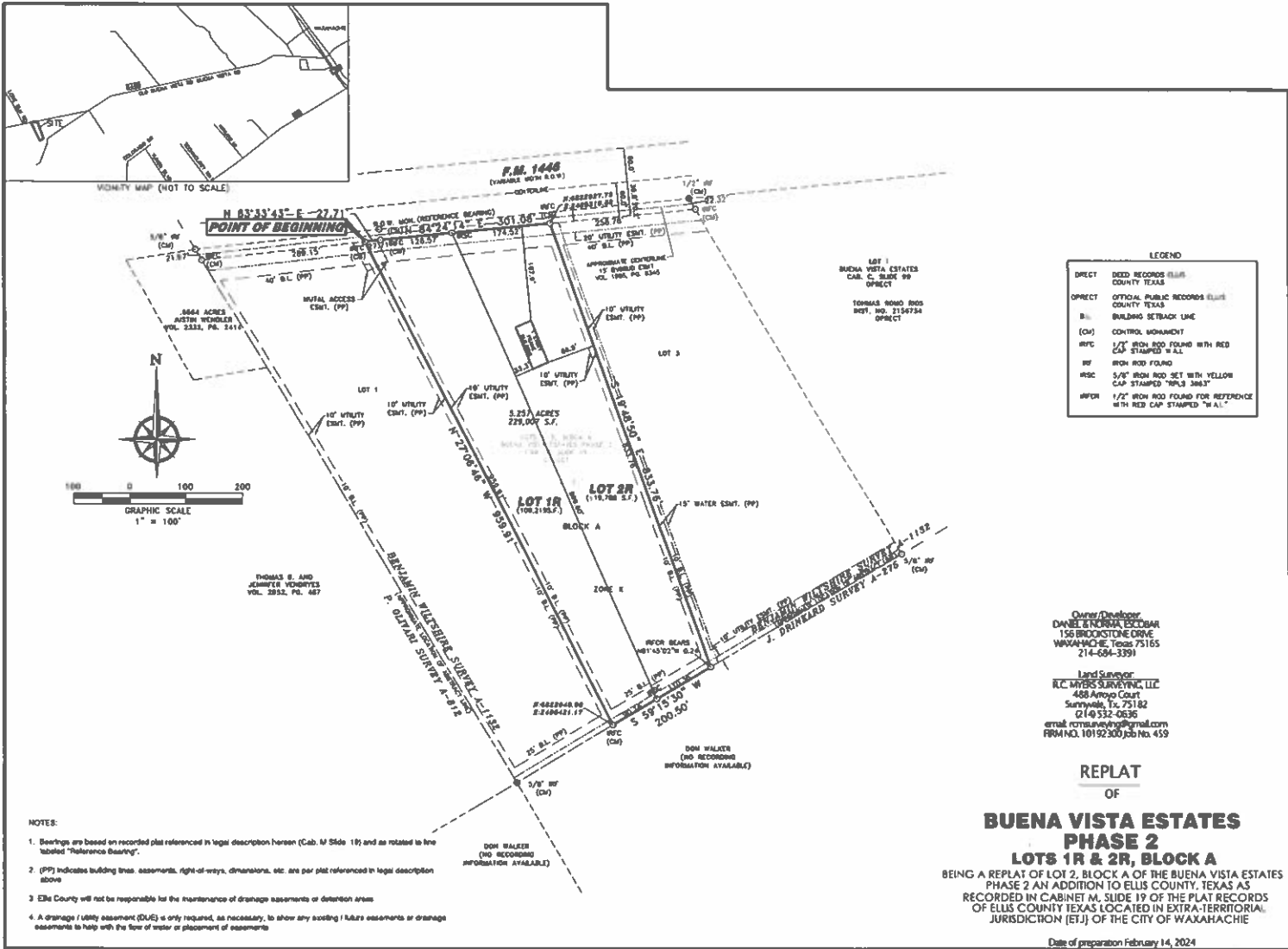




Exhibit A - Legal Description

OWNERS CERTIFICATE

STATE OF TEXAS §  
COUNTY OF ELLIS §

LEGAL DESCRIPTION:  
WHEREAS, Daniel and Norma Linda Escobar are the owners of a tract of land situated in the Benjamin Whitaker Survey, Abstract No. 1132 in Ellis County Texas, being all of Lot 2 of Lots 1-3 of Buena Vista Estates Phase 2, and addition to Ellis County, Texas according to the Plat thereof recorded in Cabinet M, Slide 19 Plat Records (the County Texas PRECET), and this tract being more particularly described by metes and bounds as follows:  
  
BEGINNING at a 1/2" iron rod with a red cap stamped "W.A.L." found for corner in the south right-of-way line of E.M. 1445 (a notable width right-of-way), at the northwest corner of said Lot 2 common to the northeast corner of said Lot 1,  
  
THENCE N 83 degrees 33 minutes 43 seconds E, along the south line of said right-of-way, and the north line of Lot 2, a distance of 27.71 feet, to a 1/2" iron rod with a red cap stamped "W.A.L." found for corner,  
  
THENCE N 84 degrees 24 minutes 14 seconds E, continuing along said common line, a distance of 301.08 feet, to a 1/2" iron rod with a red cap stamped "W.A.L." found for corner, at the northeast corner of said Lot 2, common to the northwest corner of said Lot 1,  
  
THENCE S 19 degrees 48 minutes 50 seconds E, along the common line of Lot 2 and Lot 3, a distance of 833.76 feet, to a point for corner at the southeast corner of said Lot 2, common to the southwest corner of said Lot 3, and being in the northwest line of a tract of land conveyed to Don Walher, from which 1/2" iron rod with a red cap stamped "W.A.L." found for reference bears N 81 degrees 45 minutes W, a distance of 6.24 feet,  
  
THENCE S 59 degrees 15 minutes 30 seconds W, along the common line of said Lot 2 and the northwest line of said Don Walher tract, a distance of 200.58 feet, to a 1/2" iron rod with a red cap stamped "W.A.L." found for corner at the southwest corner of said Lot 2 common to the southeast corner of said Lot 1,  
  
THENCE N 27 degrees 06 minutes 46 seconds W, along said common line, a distance of 959.91 feet, to the POINT OF BEGINNING and containing 229,007 Square Feet or 5.257 Acres of land.

OWNERS CERTIFICATE

NOW, THEREFORE, KNOW ALL MEN BY THESE PRESENTS:

THAT WE DANIEL and NORMA LINDA ESCOBAR acting herein by and through its duly authorized officers, do hereby certify and adopt this plat designating the herein above described property as BUENA VISTA ESTATES, LOTS 1R & 2R, BLOCK A, in addition to the Ellis County, and do hereby dedicate to the public use forever, the streets and alleys shown thereon. DANIEL and NORMA LINDA ESCOBAR do herein certify the following:

1. The streets and alleys are dedicated in fee simple for street and alley purposes.

2. All public improvements and dedications shall be free and clear of all debts, liens, and/or encumbrances.

3. The easements and public use areas, as shown, and created by this plat, are dedicated for the public use forever for the purposes indicated on the plat.

4. No buildings, fences, trees, shrubs or other improvements or growths shall be constructed or placed upon, over or across the easements as shown.

5. Ellis County is not responsible for replacing any improvements in, under, or over any easements caused by maintenance or repair.

6. Utility easements may also be used for the mutual use and accommodation of all public utilities desiring to use or using the same unless the easement limits the use to particular utilities, said use by public utilities being subordinate to the public's and Ellis County's watershed.

7. Ellis County and/or public utilities shall have the right to remove and keep removed all or parts of any buildings, fences, trees, shrubs or other improvements or growths which may in any way endanger or interfere with the construction, maintenance, or efficiency of their respective systems in the easements.

8. Ellis County and public utilities shall at all times have the full right of ingress and egress to or from their respective easements for the purpose of constructing, reconstructing, inspecting, patrolling, maintaining, reading meters, and adding to or removing all or parts of their respective systems without the necessity of any time procuring permission from anyone.

9. All modifications to this document shall be by means of plat and approved by Ellis County.

This plat is approved subject to all platting ordinances, rules, regulations and resolutions of the Ellis County, Texas.

WITNESS my hand, this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

BY:

DANIEL ESCOBAR, OWNER

WITNESS my hand, this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

BY:

NORMA LINDA ESCOBAR, OWNER

STATE OF TEXAS §  
COUNTY OF ELLIS §

Before me, the undersigned authority, a Notary Public in and for the State of Texas, on this day personally appeared DANIEL ESCOBAR, Owner, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same for the purpose and considerations therein expressed.

Given under my hand and seal of office, this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

Notary Public in and for the State of Texas

My Commission Expires On \_\_\_\_\_

STATE OF TEXAS §  
COUNTY OF ELLIS §

Before me, the undersigned authority, on this day personally appeared NORMA LINDA ESCOBAR, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same for the purposes and consideration and under the authority therein expressed.

GIVEN under my hand and seal of office this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

Notary Public for and in the State of Texas  
My commission expires: \_\_\_\_\_

SURVEYOR'S CERTIFICATE

KNOW ALL MEN BY THESE PRESENTS:

That I, ROBERT C. MYERS, do hereby certify that I prepared this plat from an actual and accurate survey of the land and that the corner monuments shown thereon as set were properly placed under my personal supervision in accordance with the Subdivision Ordinance of the City of Waxahatche.

PRELIMINARY - FOR REVIEW ONLY  
NOT TO BE RECORDED FOR ANY PURPOSE  
RELEASED 02/14/24  
ROBERT C. MYERS  
REGISTERED PROFESSIONAL LAND SURVEYOR  
STATE OF TEXAS NO. 3963

STATE OF TEXAS §  
COUNTY OF ELLIS §

Before me, the undersigned authority, a Notary Public in and for the State of Texas, on this day personally appeared ROBERT C. MYERS, Surveyor, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same for the purpose and considerations therein expressed.

Given under my hand and seal of office, this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

Notary Public in and for the State of Texas

My Commission Expires On \_\_\_\_\_

FLOOD NOTE:  
According to my interpretations of the Ellis County, Texas and Incorporated Areas, Flood Insurance Rate Map Number 48158C0205F, the subject property lies within Flood Zone "C" and is not shown to be within a Special Flood Hazard Area. The statement does not imply that the property and/or structures thereon will be free from flooding or flood damage. On rare occasions, greater floods can and will occur and flood heights may be increased by man-made or natural causes. This statement shall not create liability on the part of the surveyor.

ON-SITE SEWAGE FACILITY STATEMENT  
This plat has been approved by the Department of Development of Ellis County, Texas for on-site sewage disposal facilities and meets or exceeds the minimum requirements established by TCEQ and the Ellis County Septic Order, pending any and all information as may be required by the Ellis County Department of Development.

Department of Development Director Approval Date

CERTIFICATE OF APPROVAL

STATE OF TEXAS §  
COUNTY OF ELLIS §

Certificate of approval by the Commissioners' Court of Ellis County, Texas:

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

Carol Bush, County Judge Cindy Polley, County Clerk

Randy Stinson Lane Grayson  
Commissioner, Precinct No. 1. Commissioner, Precinct No. 2

Paul Perry Kyle Butler  
Commissioner, Precinct No. 3 Commissioner, Precinct No. 4

REPLAT  
OF

BUENA VISTA ESTATES  
PHASE 2  
LOTS 1R & 2R, BLOCK A

BEING A REPLAT OF LOT 2, BLOCK A OF THE BUENA VISTA ESTATES  
PHASE 2 AN ADDITION TO ELLIS COUNTY, TEXAS AS  
RECORDED IN CABINET M, SLIDE 19 OF THE PLAT RECORDS  
OF ELLIS COUNTY TEXAS LOCATED IN EXTRA-TERRITORIAL  
JURISDICTION (ETJ) OF THE CITY OF WAXAHACHE

Owner/Developer:  
DANIEL & NORMA ESCOBAR  
136 BRICKSTONE DRIVE  
WAXAHACHE, TEXAS 75165  
214-684-3391

Land Surveyor:  
R.C. MYERS SURVEYING, LLC  
458 Arroyo Court  
Sunnyvale, TX 75182  
(214) 532-0636  
email: rcmysersurvey@gmail.com  
FRM NO. 10192300, 36 No. 459

Date of preparation February 14, 2024

Sheet 2 of 2

Exhibit B - Location Map



# Planning & Zoning Department

## Petition for ETJ Release

Case: ETJ-PTN-46-2024



### MEETING DATE(S)

City Council:

March 18, 2024

### CAPTION

**Consider** proposed Ordinance approving a request by Gail Shanks & Kathryn Shanks, for a **Petition for ETJ Release** for approximately 1.114 acres, located approximately 250 feet west of 2820 Patrick Road (Property ID 197804) – Owner: Gail Shanks & Kathryn Shanks (ETJ-PTN-46-2024) Staff: Zack King

### RECOMMENDED MOTION

*"I move to approve ETJ-PTN-46-2024, a request by Gail Shanks & Kathryn Shanks, for a Petition for ETJ Release for approximately 1.114 acres, located approximately 250 feet west of 2820 Patrick Road, authorizing the Mayor to sign the associated documents accordingly."*

### APPLICANT REQUEST

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

### CASE INFORMATION

**Applicant:** Gail Shanks & Kathryn Shanks

**Property Owner(s):** Gail Shanks & Kathryn Shanks

**Site Acreage:** 1.114 acres

**Number of Lots:** 1 lot

**Number of Dwelling Units:** 1 unit

### SUBJECT PROPERTY

**General Location:** Located approximately 250 feet west of 2820 Patrick Road

**Parcel ID Number(s):** 197804

**Current Zoning:** ETJ

**Existing Use:** Undeveloped Land

**Platting History:** The subject property is not currently platted.

**CCN Service Area:** Rockett Special Utility District

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

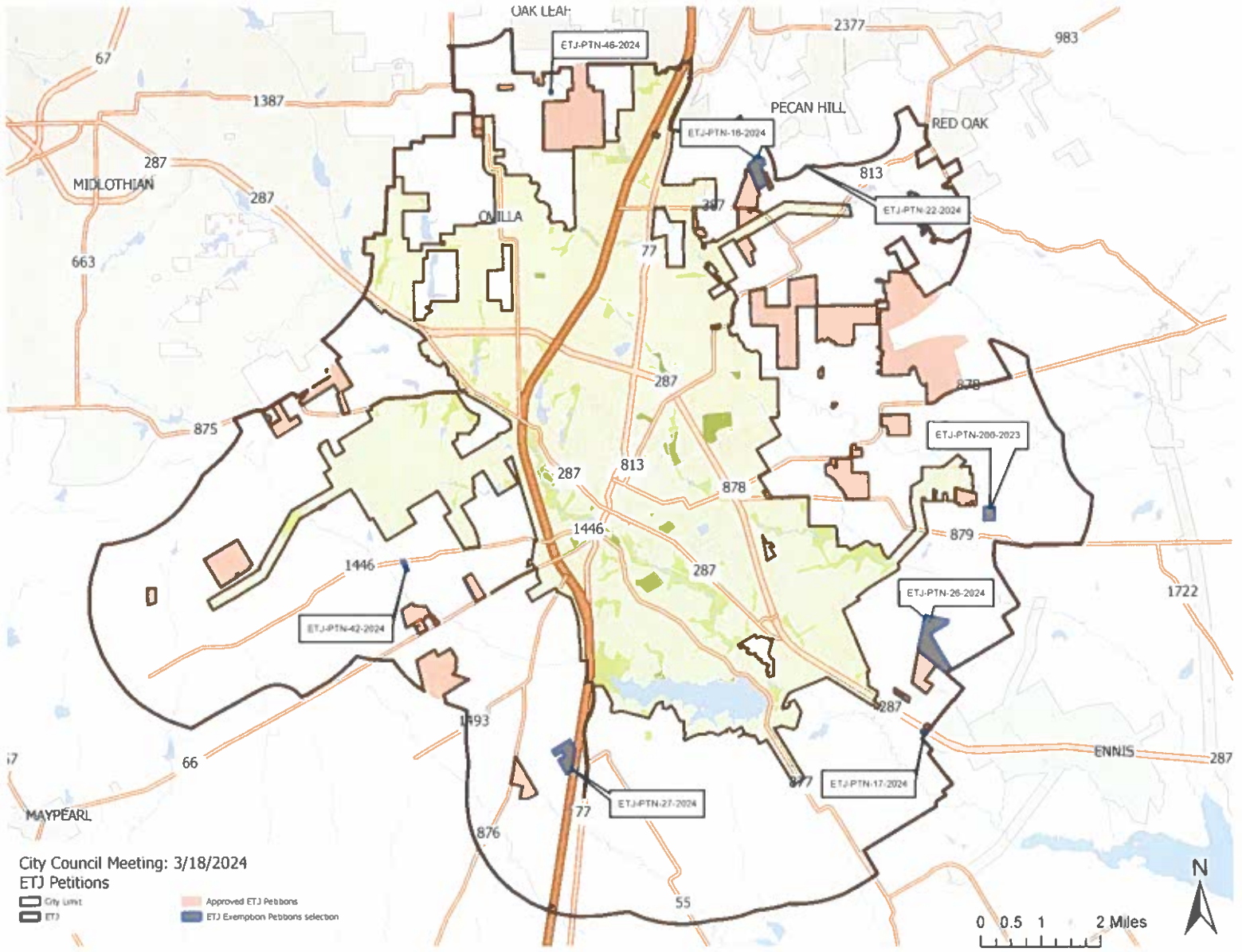
- This application satisfies the requirements of Chapter 42, Subchapter D of the Texas Local Government Code governing the requirements for an ETJ petition.

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

1. ETJ Petition Map for March 18, 2024 City Council Meeting
2. Proposed Ordinance
3. Legal Description (Exhibit A)
4. Location Map (Exhibit B)

[jennifer.pruitt@waxahachie.com](mailto:jennifer.pruitt@waxahachie.com)







ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE AUTHORIZING THE RELEASE FROM THE CITY OF WAXAHACHIE'S EXTRATERRITORIAL JURISDICTION OF A 1.114 ACRE TRACT OF LAND, LOCATED AT APPROXIMATELY 250 FEET WEST OF 2820 PATRICK ROAD, KNOWN AS PROPERTY ID 197804, AND ORDERING THE CHANGING OF THE CITY OF WAXAHACHIE'S EXTRATERRITORIAL JURISDICTION BOUNDARY MAP IN ACCORDANCE WITH SAID CHANGE.**

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

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

**WHEREAS**, City staff has determined that the submitted petition, case number ETJ-PTN-46-2024, complies with the requirements of Subchapter D of Chapter 42 of the Texas Local Government Code and that such law requires the release of the herein described property from the City's ETJ.

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

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

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

**PASSED, APPROVED AND ADOPTED** on this 18<sup>th</sup> day of March, 2024.

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
City Secretary

Exhibit A - Legal Description

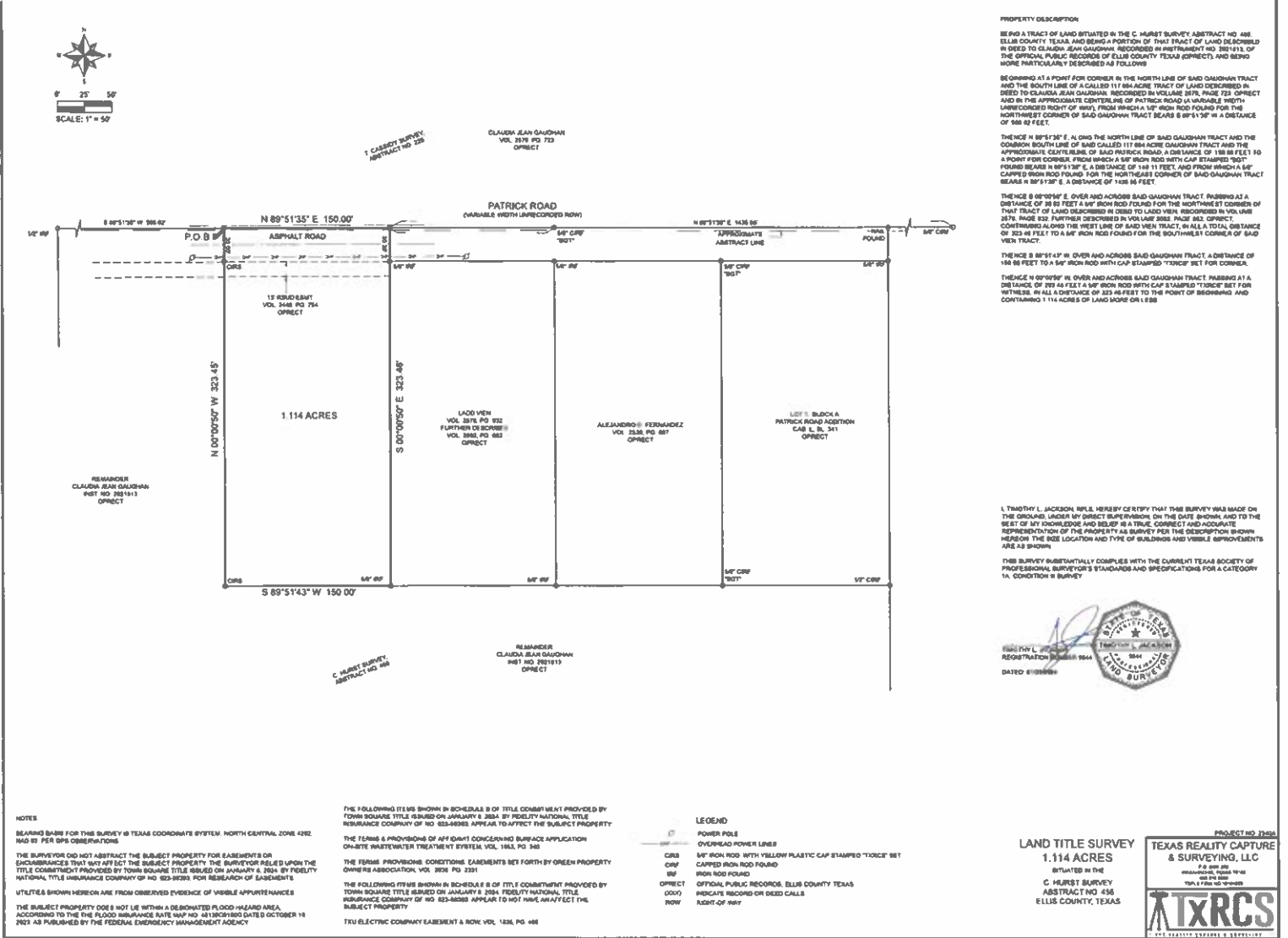


Exhibit B - Location Map



(5P)



## Memorandum

To: Honorable Mayor and City Council

From: Amber Villarreal, City Secretary

Thru: Michael Scott, City Manager

Date: March 18, 2024

Re: Consider approval of Parking/Loading Zone Renewals from April 1, 2024-March 31, 2025

---

**Recommended Motion:** "I move to approve the parking/loading zone renewals from April 1, 2024-March 31, 2025 as presented."

**Item Description:** Consider approval of the following parking/loading zone renewals from April 1, 2024-March 31, 2025:

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

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

(54)



## Memorandum

To: Honorable Mayor and City Council

From: Amber Villarreal, City Secretary

Thru: Michael Scott, City Manager

Date: March 18, 2024

Re: Consider Joint Election Services Contract with Ellis County Elections Administration

---

**Recommended Motion:** "I move to approve the Joint Election Services Contract with Ellis County Elections Administration, as presented, and authorize the City Manager and/or Mayor to execute."

**Item Description:** At the February 5<sup>th</sup> meeting, City Council approved an Ordinance ordering the May 4, 2024 General Election. Texas Election Code, Chapter 31, Subchapter D, provides that the City may contract with the county elections administrator for certain election services. The Ellis County Elections Administrator, Jana Onyon, will be contracting with all entities in Ellis County for a countywide election to promote and improve upon the accessibility and efficiency of elections in Ellis County.

**Item Summary:** In the general election, At-Large Council Member Places 1, 2, & 3 will be on the ballot this year. This election will be held as a county-wide election with multiple vote centers located throughout Ellis County. Eligible voters will be able to cast their ballot at any of the vote center locations. Lists of potential vote center locations for Early Voting and Election Day are attached as Exhibits A and B to the contract.

**Fiscal Impact:** The estimated cost to contract with Ellis County for election services is \$10,700. \$20,000 is available in line 100-110-53111 of the FY 2023-2024 General Fund budget.





**May 4, 2024**  
**Joint General and Special Elections**  
**Contract for Election Services**

---



**May 4, 2024**  
**Joint General and Special Elections**

**Table of Contents**

I.....Duties and Services of County Election Officer  
II.....Duties and Services of Participating Political Subdivisions  
III.....Cost of Election  
IV.....General Provisions

**Exhibits**

Exhibit A.....Early Voting Schedule and Location  
Exhibit B.....Election Day Vote Center Locations  
Exhibit C.....Cost of Services  
Exhibit D.....List of Political Subdivision Races on Ballot



**THE STATE OF TEXAS                    §                    JOINT CONTRACT FOR**  
**ELLIS COUNTY                            §                    ELECTION SERVICES**

**BY THE TERMS OF THIS CONTRACT** made and entered into by and between the following  
**AS OF 3/1/2024:**

ELLIS APRAISAL DISTRICT  
CITY OF ALMA  
CITY OF CEDAR HILL  
CITY OF ENNIS  
CITY OF GRAND PRAIRIE  
CITY OF ITALY  
CITY OF MAYPEARL  
CITY OF MIDLOTHIAN  
CITY OF MILFORD  
CITY OF PALMER  
CITY OF RED OAK  
CITY OF VENUS  
CITY OF WAXAHACHIE  
ENNIS INDEPENDENT SCHOOL DISTRICT (Including Navarro County Portion)  
FERRIS INDEPENDENT SCHOOL DISTRICT  
MAYPEARL INDEPENDENT SCHOOL DISTRICT  
MIDLOTHIAN INDEPENDENT SCHOOL DISTRICT  
MILFORD INDEPENDENT SCHOOL DISTRICT (Including Hill County Portion)  
WAXAHACHIE INDEPENDENT SCHOOL DISTRICT  
ELLIS COUNTY EMERGENCY SERVICES DISTRICT NO. 2

hereinafter referred to as "Participating Political Subdivisions" and JANA ONYON, Elections Administrator of Ellis County, Texas, hereinafter referred to as "County Election Officer", pursuant to the authority in Subchapter D, Section 31.092, of Chapter 31, of the Texas Election Code, agree to the following particulars in regard to coordination, supervision and running of the May 4, 2024 Joint General and Special Elections.

**THIS AGREEMENT** is entered into in consideration of the mutual covenants and promises hereinafter set out. IT IS AGREED AS FOLLOWS:

**I. DUTIES AND SERVICES OF COUNTY ELECTION OFFICER.** The County Election Officer shall be responsible for performing the following duties and shall furnish the following services and equipment:



A. The County Election Officer shall arrange for notification (including writ of election), training and compensation of all presiding judges, alternate judges, clerks for the polling site, central counting station and early voting ballot board personnel.

- a. The County Election Officer shall be responsible for notification of each Election Day and Early Voting presiding judge and alternate judge, clerks, central counting station and ballot board of his or her appointment. The presiding election judge of each polling place, will use his/her discretion to determine when additional manpower is needed during peak voting hours and notify the County Election Officer. The recommendations of the Participating Political Subdivisions will be the accepted guidelines for the number of clerks to work in each polling place. Election judges and early voting personnel shall be secured by the County Election Officer using the recommended names provided by the Participating Political Subdivisions by February 16, 2024. Any open positions will be filled using regular county election workers.

Central Counting Station Manager: Jana Onyon

Tabulation Supervisor: Adrian Rodriguez

Judge of Central Counting Station: Michael Mohon

Alt-Judge of Central Counting Station: Crandall McCormick

Ballot Board Judge: Dorinda Sims

Ballot Board Alt-Judge: Lindley Stoker

- b. Election judges, alternate judges, clerks and student clerks shall all attend the County Election Officer's school of instruction. (Date and location to be determined)
- c. Election judges shall be responsible for picking up from and returning election supplies to the County Election Officer. (Date to be determined). Compensation for this pickup and delivery of supplies will be \$25.00.
- d. The County Election Officer shall compensate each election judge and election worker. Compensation will be based on what the county pays and has been approved in Commissioner's Court unless arranged otherwise. Early voting presiding officer shall receive \$12.00 per hour and clerks shall receive \$10.00 per hour for services. Each election day judge shall receive \$12.00 per hour for services rendered; each alternate judge shall receive \$12.00 per hour for services; and clerk shall receive \$10.00 per hour for services. Ballot Board, Central Counting Station Presiding judge and alternate shall receive the same as for Election Day judge and alternate for services. Each worker that attends training class shall receive hours of pay. Overtime



will be paid to each person working over 40 hours per week. All other required and additional expenses by law shall be paid. (ie: FICA, Medicaid, etc.)

- B. The County Election Officer shall procure, prepare, and distribute voting machines, election kits and election supplies.
- a. Each Participating Political Subdivisions agrees that voting at the said Election will be by use of Election Systems and Software ExpressVote marking devices, DS200 Precinct Scanner/Tabulators, and the DS450 Absentee Scanner/Tabulator voting system approved by the Secretary of State in accordance with the Texas Election Code. Procedures will be in accordance with the Texas Election Code and decided by the County Election Officer.
  - b. The County Election Officer shall secure election kits which include the legal documentation required to hold an election.
  - c. The County Election Officer shall secure all tables and chairs required to hold an election.
  - d. The County Election Officer shall provide all lists of registered voters for use on Election Day and for the early voting period as mandated by law. Laptop computers will be used to qualify voters for the early voting period and on Election Day. A second laptop computer with the list of registered voters will be provided as back-up in each Early Voting and Election Day polling place.
  - e. The County Election Officer shall procure and arrange for the distribution of all election equipment and supplies required to hold an election.
    1. Equipment includes the DS200 voting machines (1 or more per site), ADA ExpressVote marking devices (4 or more per site), ballot box, voting signs, carts and laptop computers.
    2. Supplies include election forms, ballots, labels, extension cords, pens, tape, markers, ballot pens, required signage, totem display poles, name tags, etc.
- C. The County Election Officer, Jana Onyon, shall be appointed the Early Voting Clerk by the Participating Political Subdivisions.





- a. The County Election Officer shall supervise and conduct Early Voting by mail and in person.
- b. Early Voting by personal appearance for the said Election shall be conducted during the time period and at the locations listed in Exhibit "A", attached and incorporated by reference into this contract. The election will have 2 days of 12 hour voting and those will be the last 2 days of early voting.
- c. Any qualified voter for the Joint Election may vote early by personal appearance at any of the Early Voting Vote Center locations within Ellis County. **For this election, Ellis County Womans Building 407 W Jefferson St. (Davis Hall) Waxahachie, TX 75165 will serve as the Main Early Voting Polling Location.**
- d. Some Participating Political Subdivisions have requested additional Early Voting sites pending their participation, therefore Exhibit "A" is subject to change if any of the Participating Political Subdivisions cancel their election.
- e. If a Runoff Election is needed, the Participating Political Subdivisions will work together to choose the Early Voting Vote Center locations to best serve their voters in their territory according to the Election Code and/or this contract.
- f. All applications for an Early Voting mail ballot shall be received and processed by the Ellis County Elections Administration Office.
  - 1. Application for mail ballots erroneously mailed to the Participating Political Subdivisions shall immediately be faxed to the County Election Officer for timely processing. The original application shall then be forwarded by mail to the County Election Officer for proper retention.
  - 2. Absentee Application (Regular or Federal Postcard) for ballot by mail shall be mailed to:  
**Early Voting Clerk, 204 E Jefferson Street, Waxahachie, Tx 75165**  
**or faxed to 972-923-5194**  
**or email a scanned copy of signed application to elections@co.ellis.tx.us**  
**(If faxed or emailed, then must receive original application by mail within 4 days)**  
**Application for ballot by mail must be received no later than close of business on Tuesday, April 23, 2024.**



3. All Federal Post Card Applicants (FPCA) and Annual Mail Ballot Applicants will be sent a mail ballot with required notices.
  - f. All Early Voting ballots (those cast by mail/absentee) shall be prepared for count by the Early Voting Ballot Board in accordance with Section 87.000 of the Texas Election Code. The presiding judge of this Board shall be appointed in the same manner as election workers according to this contract.
- D. The County Election Officer shall arrange for the use of all Election Day and Early Voting Vote Center locations.
- a. The Participating Political Subdivisions shall assume the responsibility of remitting the shared cost of all employee services required to provide access, provide security or provide custodial services for the polling locations.
  - b. The Early Voting Vote Center polling locations are listed in Exhibit "A", attached and incorporated by reference into this contract.
  - c. The Election Day Vote Center polling locations are listed in Exhibit "B", attached and incorporated by reference into this contract.
  - d. Some Participating Political Subdivisions have requested additional Vote Centers pending their participation, therefore Exhibit "A" and "B" is subject to change if any of the Participating Political Subdivisions cancel their election.
  - e. Any qualified voter for the said Election may vote during Early Voting or Election Day by personal appearance at any of the Vote Center locations within Ellis County.
  - f. If a Runoff Election is needed, the Participating Political Subdivisions will work together to choose the Early Voting and Election Day Vote Center locations to best serve their voters in their territory according to the Election Code and/or this contract.
- E. The County Election Officer shall be responsible for establishing and overseeing the tabulation of the early voting and election day voted ballots by the Central Counting Station Personnel. Ballots shall be tabulated in accordance with Section 127.001 of the Texas Election Code and of this agreement.



- a. The County Election Officer shall prepare, test and run the county's tabulation system in accordance with statutory requirements and policies. The tabulation system will be used on Election Night at the Elections Office.
  - b. The Public Logic and Accuracy Test (L&A) of the electronic voting system shall be Conducted on April 19, 2024 at 8am at the Ellis County Elections Office. County Election Officer will publish required notice for the L&A Test on the election's website and in the local newspaper of time and place as required by the election code.
  - c. Election night reports will be available to the Participating Political Subdivisions at 7pm on election night on the Ellis County website ([www.co.ellis.tx.us/elections](http://www.co.ellis.tx.us/elections)). Provisional ballots will be tabulated after election night in accordance with law.
  - d. The County Election Officer shall prepare the unofficial canvass report after all precincts have been counted for election day, provisional ballots, and any overseas ballots that will be tallied after the final deadline to count ballots. This report will be sent to the Participating Political Subdivisions for their canvass.
  - e. The County Election Officer shall be appointed the custodian of the voted ballots and shall retain all election material for a period of 22 months.
    - 1. Pending no litigation and as prescribed by law, the voted ballots shall be shredded 22 months after the election.
    - 2. The Participating Political Subdivisions can obtain the list of registered voters who voted from the Elections Administration Office. Pending no litigation and if the Participating Political Subdivisions does not request any further information, the County Election Officer shall destroy them.
  - f. The County Election Officer shall conduct a manual partial count as prescribed by Section 127.201 of the Texas Election Code and submit a written report to the Participating Political Subdivisions in a timely manner. The Secretary of State may waive this requirement. If applicable, a written report shall be submitted to the Secretary of State as required by Section 127.201(E) of the aforementioned code.
- F. The County Election Officer shall post the publication of a "Joint Election Notice" by publishing the notice at least once between the 30<sup>th</sup> day and the 10<sup>th</sup> day before the election



the proper methods with the proper media in accordance with the Texas Election Code (Sec. 4.003(a)(1)). Newspapers will be agreed upon by the Participating Political Subdivisions based on current publishing customs by each Participating Political Subdivisions. The Participating Political Subdivisions shall send publication of the "Election Notice" to the Contracting Office to place it on the Elections website in accordance to the Texas Election Code (Sec. 4.008)

**II. DUTIES AND SERVICES OF THE PARTICIPATING POLITICAL SUBDIVISIONS.** The Participating Political Subdivisions shall assume the following responsibilities:

- A. The Participating Political Subdivisions shall prepare the election orders resolutions, notices, justice department submissions (if required), official canvass and other pertinent documents for adoption by the appropriate office or body. The Participating Political Subdivisions shall handle the candidate filing process and packets that are required by law. The Participating Political Subdivisions assume the responsibility of posting required notices and likewise promoting the schedules for Early Voting and Election Day.
- B. If the Participating Political Subdivisions district boundary line has changed, they shall provide the County Election Officer with an updated map and street index of their jurisdiction in an electronic or printed format as soon as possible but no later than Wednesday, February 21, 2024, if any changes have occurred since the last election the county has held for your entity.
- C. The Participating Political Subdivisions shall procure and provide the County Election Officer with the ballot layout and Spanish interpretation in an electronic format (word.doc preferred).
  - 1. The Participating Political Subdivisions shall deliver to the County Election Officer as soon as possible after the election has been ordered any proposition wording in English and Spanish. Candidate names should be given after the drawing. Should receive all information no later than Monday, February 26, 2024.
  - 2. Exhibit "D" is provided with a listing of races and/or propositions on the ballot for each Participating Political Subdivisions pending any additions, cancellations, or withdrawals.



3. The Participating Political Subdivisions shall approve the "blue line" ballot format prior to printing.
- D. The Participating Political Subdivisions shall post the publication of the "Election Order" and "Election Notice" by the proper methods with the proper media in accordance with the Texas Election Code. Additional publications would be handled by the Political Subdivisions to meet any special posting requirements during special elections. (See Section I part F of this contract)
- E. The Participating Political Subdivisions shall compensate the County Election Officer for any additional verified cost incurred in the process of running this election or for a manual recount this election may require, or for a required runoff election consistent with charges and hourly rates shown on Exhibit "C" for required services.
- F. The Participating Political Subdivisions shall submit this **signed contract by Thursday, March 28, 2024** and **pay the Treasurer's Office a deposit of 80% of the estimated cost to run the said election by Friday, April 5, 2024.** The County Election Officer shall place the funds in a "contract fund" as prescribed by Section 31.100 of the Texas Election Code.

The deposit should be delivered within the mandatory time frame to:

**Ellis County Treasurer  
Att. Cheryl Chambers  
109 S. Jackson Street  
Waxahachie, Texas 75165**

Made payable to: "Ellis County Treasurer" with the note "for election services" included with check documentation.

The signed contract should be delivered or mailed to:

**Ellis County Elections  
Attn: Jana Onyon  
204 E Jefferson Street  
Waxahachie, Texas 75165**

- G. The Participating Political Subdivisions shall pay any additional cost and/or remaining final cost of conducting said election or any required runoff elections pursuant to the Texas Election Code, Section 31.100, within 30 days from the date the final billing was received.





### **III. COST OF SERVICES.** See Exhibit "C."

- A. All actual shared cost incurred in the conduct of the election will be divided by the Participating Political Subdivisions contracting with the County Election Officer to hold the said election. If one of the Participating Political Subdivisions cancels their election, the full cost of the election will be the responsibility of the remaining Participating Political Subdivisions.
- B. An addendum of Exhibit "C" to the contract shall be provided to the remaining participating Political Subdivisions no later than five (5) business days after receipt of any Political Subdivisions notification of intent to withdraw in writing by Ellis County.
- C. If a Runoff Election is required, all cost will be billed to the Participating Political Subdivisions. If required, a Runoff Election will be held on Saturday, June 15, 2024, in accordance with the Election Code. In the event of such runoff election, the terms of this Contract shall automatically extend unless the Participating Authority notifies the County Election Officer in writing within 3 business days of the original election.

### **IV. GENERAL PROVISIONS.**

- A. Nothing contained in this contract shall authorize or permit a change in the officer with whom or the place at which any document or record relating to the said Election is to be filed or the place at which any function is to be carried out, or any nontransferable functions specified under Section 31.096 of the Texas Election Code.
- B. Upon request, the County Election Officer will provide copies of all invoices and other charges received in the process of running said election for the Participating Political Subdivisions.
- C. If a Participating Political Subdivision cancels an election pursuant to the Texas Election Code, they will not be liable for any further costs incurred by the County Election Officer in conducting the said Election. Notice of a cancelled election should be provided to the County Election Officer as soon as the Participating Political Subdivision has approved it in an official meeting of the governing body.



- D. If any provision of this joint election contract and election services agreement is construed to be illegal or invalid, this will not affect the legality or validity of any of the other provisions. The illegal or invalid provision will be deemed stricken and deleted, but all other provisions shall continue and be given effect as if the illegal or invalid provisions had never been incorporated.
- E. The Elections Administrator of Ellis County, Texas and all of the contracting authorities of all of the participating political subdivisions listed in this joint election contract and election services agreement represent that each has the full right, power and authority to enter and perform this Contract in accordance with all of the terms and conditions, and that the execution and delivery of this Contract has been made by authorized representatives of the parties to validly and legally bind the parties to all terms, performances and provisions set forth in this Contract.
- F. The County Election Officer shall file copies of this contract with the County Auditor and the County Treasurer of Ellis County, Texas (Sec. 31.099).
- G. Neither party shall be deemed to have breached any provision of this contract as a result of any delay, failure in performance, or interruption of service resulting directly or indirectly from acts of God, network failures, acts of civil or military authorities, civil disturbances, wars, energy crises, fires, transportation contingencies, interruptions in third-party telecommunications or Internet equipment or service, other catastrophes, or any other occurrences which are reasonably beyond any party's control. The parties are required to use due caution and preventive measures to protect against the effects of a force majeure event, and the burden of proving that a force majeure event has occurred shall rest on the party seeking relief under this provision. The party seeking relief due to force majeure is required to promptly notify the other parties in writing, citing the details of the force majeure event and relief sought, and shall resume performance immediately after the obstacles to performance caused by a force majeure event have been removed, provided the Contract has not been terminated. Delay or failure of performance, by either party to this Contract, caused solely by a force majeure event, shall be excused for the period of delay caused solely by the force majeure event.
- H. Due to recent concerns, if it is determined by the Ellis County Elections Administrator and the Commissioners Court of Ellis County that the health and safety of the Ellis County employees, poll workers, volunteers, and other people involved in conducting an election



would be placed in danger by conducting an election according to the terms of this agreement, then the Ellis County Elections Administrator and Commissioners Court of Ellis County, at their sole discretion, may elect not to conduct an election for the political subdivision. If Ellis County elects to not handle the election of a local subdivision due to health and safety concerns, then Ellis County will provide written notice to the political subdivision with sufficient time for the political subdivision to comply with the Election Code.

- I. All parties agree to comply with Section 2270.002 and Section 2252.152 of the Texas Government Code.

**COUNTY ELECTION OFFICER:**

WITNESS BY MY HAND THIS THE \_\_\_\_\_ DAY OF \_\_\_\_\_ 2024

\_\_\_\_\_  
Jana Onyon, CERA  
Elections Administrator  
Ellis County, Texas

**PARTICIPATING POLITICAL SUBDIVISIONS:**

WITNESS BY MY HAND THIS THE \_\_\_\_\_ DAY OF \_\_\_\_\_ 2024

By: \_\_\_\_\_  
Signature Printed Name and Title

Political Subdivision Name: \_\_\_\_\_  
Printed

**Joint General and Special Elections *Elecciones General y Especial Conjunta***  
**May 4, 2024 *04 de mayo de 2024***

**Early Voting Vote Centers *Centros de votación adelantada***

**Early Voting Location Dates and Times:**

*Ubicación, fechas, y horarios de la votación anticipada:*

1. Ellis County Woman's Building (Main Early Voting Location) 407 W Jefferson St. (Davis Hall)			Waxahachie, TX 75165
2. Midlothian Conference Ctr (Lobby) 1 Community Circle Dr.			Midlothian, TX 76065
3. Palmer ISD Annex Bldg (Portable Bldg) 303 Bulldog Way			Palmer, TX 75152
4. Ellis County Sub-Courthouse (Conf. Rm) 207 S Sonoma Trail			Ennis, TX 75119
5. Red Oak Municipal Center (Evelyn Pitts Rm) 200 Lakeview Pkwy			Red Oak, TX 75154
6. Waxahachie ISD Admin Bldg (BoardRm) 411 N. Gibson			Wax., TX 75165
Monday, April 22, 2024 <i>lunes, 22 de abril de 2024</i>	through <i>hasta</i>	Friday, April 26, 2024 <i>viernes, 26 de abril de 2024</i>	8:00 AM - 5:00 PM <i>8:00 AM - 5:00 PM</i>
Saturday, April 27, 2024 <i>sábado, 27 de abril de 2024</i>			8:00 AM - 4:00 PM <i>8:00 AM - 4:00 PM</i>
Monday, April 29, 2024 <i>lunes, 29 de abril de 2024</i>	and <i>y</i>	Tuesday, April 30, 2024 <i>martes, 30 de abril de 2024</i>	7:00 AM - 7:00 PM <i>7:00 AM - 7:00 PM</i>

Revised (Revisado) 3-1-2024

**Joint General and Special Elections Elecciones General y Especial Conjunta**

**May 4, 2024 04 de mayo de 2024**

**Election Day Vote Centers Centros de votación el día de las elecciones**

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**Polls open from 7:00 am to 7:00 pm**

*Horario de votación estarán abiertos de 7:00 am a 7:00 pm*

<b>1</b>	ELLIS COUNTY SUB-COURTHOUSE (Conf Rm) 207 S SONOMA TRAIL	ENNIS, TX 75119
<b>2</b>	ENNIS WELCOME CENTER (Bluebonnet Rm) 201 NW MAIN	ENNIS, TX 75119
<b>3</b>	ALMA CITY HALL (Council Chambers Rm) 104 INTERURBAN RD	ENNIS, TX 75119
<b>4</b>	FERRIS PUBLIC LIBRARY (Trussell Mtg Rm) 301 E 10TH STREET	FERRIS, TX 75125
<b>5</b>	MT GILEAD BAPTIST CHURCH (Fellowship Hall) 106 HARRIS ST.	ITALY, TX 76651
<b>6</b>	FIRST BAPTIST CHURCH-MAYPEARL (Fellowship Hall) 5744 FM 66	MAYPEARL, TX 76064
<b>7</b>	MIDLOTHIAN CHURCH OF CHRIST (Fellowship Hall) 1627 N HWY 67	MIDLOTHIAN, TX 76065
<b>8</b>	MIDLOTHIAN CONFERENCE CTR (Bluebonnet I) 1 COMMUNITY CIRCLE DR	MIDLOTHIAN, TX 76065
<b>9</b>	MOUNTAIN PEAK COMMUNITY CHURCH (Sanctuary) 751 W. FM 875	MIDLOTHIAN, TX 76065
<b>10</b>	MILFORD COMMUNITY CENTER (Main Rm) 109 S. MAIN ST	MILFORD, TX 76670
<b>11</b>	OVILLA CITY HALL (Council Chambers Rm) 105 S Cockrel Hill Rd	OVILLA, TX 75154
<b>12</b>	PALMER ISD ANNEX BUILDING (Portable Bldg) 303 BULLDOG WAY	PALMER, TX 75152
<b>13</b>	EASTRIDGE BAPTIST CHURCH (Family Activity Ctr) 732 E OVILLA RD	RED OAK, TX 75154
<b>14</b>	RED OAK MUNICIPAL CENTER (Pitts Rm) 200 LAKEVIEW PKWY	RED OAK, TX 75154
<b>15</b>	ELLIS COUNTY WOMANS BUILDING (Davis Hall) 407 W JEFFERSON ST.	WAXAHACHIE, TX 75165
<b>16</b>	PARK MEADOWS BAPTIST CHURCH (Youth Rm) 3350 N HWY 77	WAXAHACHIE, TX 75165
<b>17</b>	MARVIN BIOMEDICAL ACADEMY (GYM) 110 BROWN STREET	WAXAHACHIE, TX 75165

**Revised (Revisado) 3/1/2024**



**Estimated Cost for May 4, 2024 Joint General and Special Elections  
with 20 Political Subdivisions**

<b>Item</b>	<b>Estimated Total Invoiced Cost of Election</b>
<b>Election Day Locations</b>	<b>17</b>
<b>Early voting Locations</b>	<b>8</b>
<b>Election Systems &amp; Software (ES&amp;S) Ballots Cost</b>	<b>\$11,000</b>
<b>Election Systems &amp; Software (ES&amp;S) Ballot Layout Charges</b>	<b>\$3,300</b>
<b>Election Systems &amp; Software (ES&amp;S) Ballot Audio Charges</b>	<b>\$7,700</b>
<b>Election Systems &amp; Software (ES&amp;S) Electronic Voting system programing</b>	<b>\$6,400</b>
<b>Election Systems &amp; Software (ES&amp;S) Election Day Support</b>	<b>\$5,475</b>
<b>Election Systems &amp; Software (ES&amp;S) Absentee Testing and Coding Ballots</b>	<b>\$1,800</b>
<b>Newspaper Public Notice of Testing of Electronic Voting System</b>	<b>\$400</b>
<b>Newspaper Public Notice of Joint Election</b>	<b>\$6,200</b>
<b>Precinct Kits for Early Voting and Election Day: Labels, paper, envelopes, supplies, pens, seals, tape, copies for precinct packets and training packets, signs for posting of state required information at polling place.</b>	<b>\$4,375</b>
<b>Lease of County voting equipment DS200 Machines</b>	<b>\$10,230</b>
<b>Lease of County voting equipment DS450 Machine for Absentee ballots</b>	<b>\$2,435</b>
<b>Lease of County voting equipment ExpressVote Terminal Marking Device (ADA)</b>	<b>\$36,600</b>
<b>Movers Transportation of Voting Equipment Early Voting and Election Day locations Dropped off and picked up after election</b>	<b>\$6,000</b>
<b>Required Live Streaming Service during Ballot Board and Central Counting Station processes 24/7</b>	<b>\$4,000</b>
<b>Rental of facilities for training classes and equipment storage</b>	<b>\$2,900</b>
<b>Voting Places Rental Charges</b>	<b>\$6,000</b>
<b>Election Day # of Poll workers</b>	<b>110</b>
<b>Election Day: Judges at \$12, Alternate Judges at \$12, Clerks at \$10 Polling Location on Election day poll workers, hours on ED, training class, setup, Judge pickup fees \$25</b>	<b>\$17,500</b>
<b>Early voting # of Poll workers</b>	<b>90</b>
<b>Early Voting: Head Clerks at \$12, Clerks at \$10 at Early Voting Locations Poll Workers hours, overtime hours, training class, setup, Judge pickup fees \$25, Fica, Medicare</b>	<b>\$26,000</b>
<b>Absentee Mail Ballots Request</b>	<b>700</b>
<b>Cost for Early Voting mail Ballots for postage and materials for each for ballot mailed</b>	<b>\$2,415</b>
<b>Early Voting Ballot Board and Cental Counting Station Workers</b>	<b>\$600</b>
<b>WiFi for Early voting and Election Day Laptops</b>	<b>\$1,600</b>
<b>Additional Office Personnel to assist before/during/after the Election and technichians for Early Voting and Election Day, and Election employee accrual overtime hours</b>	<b>\$8,000</b>
<b>Technichians Mileage for Early Voting and Election Day Support at polling sites</b>	<b>\$700</b>
<b>Estimated Total of Election Expenses</b>	<b>\$171,630</b>
<b>Estimated Cost for Election Services Contract 10% Admin Fee</b>	<b>\$17,163</b>
<b>Estimated Total Cost for Polittical Subdivislons for Joint Election</b>	<b>\$188,793</b>

<b>Political Subdivisions estimated cost of contracting with the Elections Department for May 4, 2024 Joint Election (Estimated Cost After Cancellations)</b>			
<b>ENTITY</b>	<b>Voters 2/2024</b>	<b>Estimated Cost</b>	<b>80% of Deposit</b>
ALMA	270	\$4,500	\$3,600
CEDAR HILL	606	\$4,500	\$3,600
ELLIS APPRAISAL DISTRICT	139,876	\$61,800	\$49,440
ENNIS	11,365	\$6,800	\$5,440
ENNIS ISD	16,987	\$7,800	\$6,240
ESD #2	9,443	\$6,200	\$4,960
FERRIS ISD	6,440	\$5,700	\$4,560
GRAND PRAIRIE	766	\$4,500	\$3,600
ITALY	1,209	\$4,600	\$3,680
MAYPEARL	535	\$4,500	\$3,600
MAYPEARL ISD	4,768	\$5,000	\$4,000
MIDLOTHIAN	26,984	\$10,000	\$8,000
MIDLOTHIAN ISD	39,872	\$13,700	\$10,960
MILFORD	486	\$4,500	\$3,600
MILFORD ISD	714	\$4,500	\$3,600
PALMER	1,508	\$4,700	\$3,760
RED OAK	10,478	\$6,500	\$5,200
VENUS	471	\$4,500	\$3,600
WAXAHACHIE	29,309	\$10,700	\$8,560
WAXAHACHIE ISD	40,645	\$14,000	\$11,200

**The following Political Subdivisions will be having an Election on May 4, 2024.  
Entities will be contracting with the Election's Department to conduct their Election.**

Ellis Appraisal District General Election for the purpose of electing At-Large Board of Directors Places 1, 2 & 3  
City of Alma Special Election voting to adopt or reject one proposed proposition  
City of Cedar Hill General Election for the purpose of electing At-Large Council Member Places 1 & 4  
City of Ennis General Election for the purpose of electing a Mayor and Commissioner Ward 1  
City of Ennis Special Elections to Fill a Vacancy of electing At-Large Commissioner Ward 3 & 5, Unexpired Terms  
City of Grand Prairie General Election for the purpose of electing Council Member District 6 & At-Large Place 8  
City of Italy General Election for the purpose of electing three At-Large Council Members – Vote for 3  
City of Maypearl General Election for the purpose of electing two At-Large Council Members – Vote for 2  
City of Midlothian General Election for the purpose of electing At-Large Council Member Places 5 & 6  
City of Milford General Election for the purpose of electing a Mayor and three At-Large Council Members – Vote for 3  
City of Palmer General Election for the purpose of electing three At-Large Council Members – Vote for 3  
City of Red Oak General Election for the purpose of electing a Mayor and At-Large Council Member Places 1 & 3  
City of Venus General Election for the purpose of electing At-Large Council Members Places 3, 4 & 5  
City of Venus Special Election voting to adopt or reject one proposed proposition  
City of Waxahachie General Election for the purpose of electing At-Large Council Member Places 1, 2 & 3  
Ennis ISD General Election for the purpose of electing At-Large Member of Board of Trustees Places 3, 4 & 5  
Ferris ISD General Election for the purpose of electing At-Large Member of Board of Trustees Places 1, 2 & 3  
Maypearl ISD General Election for the purpose of electing three At-Large Member of Board of Trustees – Vote for 3  
Midlothian ISD General Election for the purpose of electing At-Large Member of Board of Trustees Places 1, 2 & 3  
Milford ISD Special Bond Election voting to adopt or reject one proposed proposition  
Waxahachie ISD General Election for the purpose of electing At-Large Member of Board of Trustees Places 3, 4 & 5  
Ellis County Emergency Services District No. 2 Special Election voting to adopt or reject one proposed proposition

**Informational purposes. List is pending  
deadlines for any special election to fill a  
vacancy. Subject to changes.**



## Memorandum

To: Honorable Mayor and City Council

From: Joe Wiser, Chief of Police

Thru: Michael Scott, City Manager

Date: March 18, 2024

Re: Request approval of contract- Waxahachie Police Department and Axon for body worn cameras and software

---

**Recommended Motion:** "I move to approve the contract with the Waxahachie Police Department and Axon to provide body worn cameras and the operating software in the amount of \$422,648.36 and authorize the city manager to execute all necessary documents."

**Item Description:** Consider the approval of a contract between the Waxahachie Police Department and Axon to provide body worn cameras and operating software.

**Item Summary:** The Waxahachie Police Department has negotiated a new 60-month contract with Axon, a provider of the department's body worn camera systems, under the BuyBoard Cooperative Contract #648-21. The new contract would provide cameras and the necessary software to operate the cameras. The software serves to capture, store and manage the recordings with unlimited storage capability.

**Fiscal Impact:** The contract would not require any budgetary adjustments during the 2024 budget year. Monies needed to comply with the costs in the coming four years will be budgeted annually, and submitted for approval through the city's budgetary process. Quote for costs of five-year contract is attached.



Axon Enterprise, Inc.  
17800 N 85th St  
Scottsdale, Arizona 85255  
United States  
VAT: 86-0741227  
Domestic: (800) 978-2737  
International: +1.800.978.2737

Q-530411-45334.867DC

Issued: 02/12/2024

Quote Expiration: 02/29/2024

Estimated Contract Start Date: 04/01/2024

Account Number: 114078

Payment Terms: N30

Delivery Method:

SHIP TO	BILL TO
Waxahachie Police Dept. - TX 630 Farley St Waxahachie, TX 75165-2702 USA	Waxahachie Police Dept. - TX 630 Farley St Waxahachie TX 75165-2702 USA Email:

SALES REPRESENTATIVE	PRIMARY CONTACT
Danielle Cocchi Phone: Email: <a href="mailto:dcocchi@axon.com">dcocchi@axon.com</a> Fax:	Mike Lewis Phone: (972) 937-9940 Email: <a href="mailto:mlewis@waxahachiepd.org">mlewis@waxahachiepd.org</a> Fax: (972) 937-1308

### Quote Summary

Program Length	60 Months
TOTAL COST	\$422,648.36
ESTIMATED TOTAL W/ TAX	\$422,648.36

### Discount Summary

Average Savings Per Year	\$28,311.57
TOTAL SAVINGS	\$141,557.84

### Payment Summary

Date	Subtotal	Tax	Total
Mar 2024	\$75,000.00	\$0.00	\$75,000.00
Mar 2025	\$86,912.09	\$0.00	\$86,912.09
Mar 2026	\$86,912.09	\$0.00	\$86,912.09
Mar 2027	\$86,912.09	\$0.00	\$86,912.09
Mar 2028	\$86,912.09	\$0.00	\$86,912.09
Total	\$422,648.36	\$0.00	\$422,648.36



(9+10)



## Memorandum

To: Honorable Mayor and City Council

From: Jennifer Pruitt, Senior Director of Planning

Thru: Michael Scott, City Manager

Date: March 18, 2024

Re: ZDC-190-2023 – SUP for a STR at 462 Wintergreen Drive

---

On February 27, 2024, at the Planning and Zoning Commission meeting ZDC-190-203 was presented and a denial motion was made with a 2-2 vote. A 2-2 vote results in no action being taken, regardless of whether it was a motion to approve, which failed 2-2, or a motion to deny, which similarly failed 2-2.

Under Section 2.04(f)(ii) of the Zoning Ordinance, P&Z prepares a recommendation to the City Council. A recommendation requires an affirmative vote one way or the other; a tie vote is no action taken. Since P&Z took no action, the matter stays at P&Z until such time as the P&Z votes one way or the other.

At this time, the item will be re-noticed accordingly and agendized for future P&Z and City Council meetings.

# Planning & Zoning Department

## Zoning Staff Report

Case: ZDC-9-2024



### MEETING DATE(S)

Planning & Zoning Commission: March 12, 2024  
City Council: March 18, 2024

### CAPTION

**Public Hearing** on a request by Gary Davis, for a **Specific Use Permit (SUP)** for an Accessory Structure over 700 square feet within a Single-Family Dwelling-1 (SF-1) zoning district located at 109 Sanders Drive (Property ID 269676) - Owner: Gary Davis (ZDC-9-2024)

### RECOMMENDED MOTION

"I move to approve of ZDC-9-2024, a Specific Use Permit (SUP) for an Accessory Structure over 700 square feet use, authorizing the City Manager and or Mayor to execute all documents accordingly."

### ACTION SINCE INITIAL STAFF REPORT

At the Planning and Zoning Commission meeting held on March 12, 2024, the Commission voted 6-0 to recommend approval of case number ZDC-9-2024, subject to staff comments.

### APPLICANT REQUEST

The Applicant is requesting an approval of a Specific Use Permit to allow for an Accessory Structure over 700 square feet at 109 Sanders Drive.

### CASE INFORMATION

**Applicant:** Gary Davis  
**Property Owner(s):** Gary Davis  
**Site Acreage:** 1.00 acres  
**Current Zoning:** Planned Development Single-Family Dwelling-1 (PD-SF-1)  
**Requested Zoning:** PD-SF-1 with a specific use permit (SUP) for an Accessory Structure over 700 square feet use

### SUBJECT PROPERTY

**General Location:** Generally located at 109 Sanders Drive  
**Parcel ID Number(s):** 269676  
**Existing Use:** Residential use  
**Development History:** A plat for the subject property was recorded on July 20, 2017.

**Adjoining Zoning & Uses:**

Direction	Zoning	Current Use
North	PD-SF-1	Residential use
East	PD-SF-1	Residential use
South	PD-SF-1 & SF-1	Residential use
West	PD-SF-1	Residential use

**Future Land Use Plan:**

Residential Neighborhood

**Comprehensive Plan:**

This placetype serves to create neighborhoods built with a traditional walkable block/street grid network that allows some variation in housing typologies. Although this placetype will predominantly consist of traditional single family detached housing, denser housing types are encouraged such duplex, cottage courts, and townhomes. Both residential and commercial uses need to be context sensitive. Commercial uses in this placetype may be a small pop up facility or a home converted to a small store front. Walkability is key for neighborhood commercial uses so that they are accessible from surrounding neighborhoods.

**Thoroughfare Plan:**

The primary access to the subject property is from Old Italy road, a Major Collector (80' right-of-way) on the Thoroughfare Plan.

**Site Image:**



**PLANNING ANALYSIS**

The applicant is requesting a Specific Use Permit (SUP) to construct an accessory structure greater than 700 square feet on the rear side of single-family residential lot at 109 Sanders Drive. The property currently has no accessory structures on site. Per the City of Waxahachie Zoning Ordinance, an accessory structure that is greater than 700 square feet requires a SUP to be approved by City Council.

**Proposed Use:**

According to the Ellis County Appraisal District, the single-family dwelling is approximately 2,774 square feet, and the proposed accessory structure has an area of 748 square feet. The accessory structure is

proposed to utilize treated wood for the exterior façade, painted with an earthy tone brown to compliment the primary structure. The owner plans to utilize the accessory structure as a workshop for their hobbies with electrical work added. The structure will be situated at the rear of the property, towards the southern part of the lot. A few of larger accessory structures have been approved in the past within this neighborhood. Specifically, a 2,400 square foot accessory structure was approved in 2020 at 101 Homestead Lane; a 1,840 square-foot accessory structure was approved in 2022 at 112 Homestead Lane; a 3,100 square-foot accessory structure (with an enclosed area of 1,500 square feet and covered patio of 1,600 square feet) was approved in 2020 at 125 Homestead Lane; a 1,710 square foot accessory structure was approved in 2023 at 144 Homestead Lane; 2,400 square foot accessory structure was approved in 2021 at 156 Homestead Lane; and a 2,520 square foot accessory structure (with an enclosed area of 1,820 square feet and a partially enclosed patio of 700 square feet) approved in 2023 at 157 Homestead Lane.

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

### **PUBLIC NOTIFICATIONS**

To comply with State law contained in Local Government Code Chapter 211 and the City's public hearing notice requirements, 13 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. At the time of this staff report being published, the City has received four (4) letters in support of the proposed accessory structure.

### **RECOMMENDATION**

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

1. The accessory structure shall not be used as an accessory dwelling without a Specific Use Permit approved by City Council.
2. The accessory structure shall not be used as a short-term rental without a Specific use Permit that has been approved by City Council.
3. The accessory structure shall not be used for commercial purposes.
4. The accessory structure shall not be leased or sold separately from the primary residence and shall not be separately metered.
5. The accessory structure shall obtain all necessary permits from the City of Waxahachie Building and Community Services Department before constructing the accessory structure.

### **ATTACHED EXHIBITS**

1. Property Owner Notification Responses
2. Operational Plan
3. SUP Ordinance
4. Location map (Exhibit A)
5. Survey (Exhibit B)
6. Elevations (Exhibit C)

### **STAFF CONTACT INFORMATION**

*Prepared by:*

Oanh Vu

Senior Planner

[oanh.vu@waxahachie.com](mailto:oanh.vu@waxahachie.com)

*Reviewed by:*

Jennifer Pruitt, AICP, LEED-AP, CNU-A

Senior Director of Planning

[jennifer.pruitt@waxahachie.com](mailto:jennifer.pruitt@waxahachie.com)



City of Waxahachie, Texas  
Notice of Public Hearing  
Case Number: ZDC-9-2024

<><><

**GENO OSBERTO JR & CHRISTINE M**  
**157 Homestead Ln**  
**Waxahachie, TX 75165-4008**

The Waxahachie Planning & Zoning Commission will hold a Public Hearing on Tuesday, March 12, 2024 at 7:00 p.m. and the Waxahachie City Council will hold a Public Hearing on Monday, March 18, 2024 at 7:00 p.m. in Meeting Rooms A & B at the Waxahachie Civic Center, 2000 Civic Center Ln, Waxahachie, Texas to consider the following:

Request by Gary Davis, for a **Specific Use Permit (SUP)** for an Accessory Structure over 700 Square Feet use within a Planned Development Single-Family Dwelling-1 (PD-SF-1) zoning district located at 109 Sanders Drive (Property ID 269676) - Owner: Gary Davis (ZDC-9-2024) Staff: Oanh Vu

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](mailto:Planning@Waxahachie.com) for additional information on this request.

Case Number: ZDC-9-2024

City Reference: 269673

Your response to this notification is optional. If you choose to respond, please return this form by 5:00 P.M. on March 6, 2024 to ensure inclusion in the Agenda Packet. Forms can be e-mailed to [Planning@Waxahachie.com](mailto:Planning@Waxahachie.com) or you may drop off/mail your form to City of Waxahachie, Attention: Planning, 408 South Rogers Street, Waxahachie, TX 75165.

☒ SUPPORT

☐ OPPOSE

Comments:

Christine M Geno  
Signature

2/24/2024  
Date

Christine M Geno,  
Printed Name and Title  
Homeowner

157 Homestead Lane  
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.*



bottom portion of this notice. Please contact the Planning Department at (469) 309-4290 or via email: [Planning@Waxahachie.com](mailto:Planning@Waxahachie.com) for additional information on this request.

Case Number: **ZDC-9-2024**

City Reference: 269686

Your response to this notification is optional. If you choose to respond, please return this form by 5:00 P.M. on March 6, 2024 to ensure inclusion in the Agenda Packet. Forms can be e-mailed to [Planning@Waxahachie.com](mailto:Planning@Waxahachie.com) or you may drop off/mail your form to City of Waxahachie, Attention: Planning, 408 South Rogers Street, Waxahachie, TX 75165.

☒ SUPPORT

☐ OPPOSE

Comments:

Signature

Date

DONALD M. DUNCAN / Home owner  
Printed Name and Title      108 Sanders Dr

Address

2-26-24  
Date  
108 Sanders Dr

*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.*



City of Waxahachie, Texas  
Notice of Public Hearing  
Case Number: ZDC-9-2024

LUIS CORPORATION  
14006 WEEPING CHERRY DR  
ROCKVILLE, MD 20850

The Waxahachie Planning & Zoning Commission will hold a Public Hearing on Tuesday, March 12, 2024 at 7:00 p.m. and the Waxahachie City Council will hold a Public Hearing on Monday, March 18, 2024 at 7:00 p.m. in Meeting Rooms A & B at the Waxahachie Civic Center, 2000 Civic Center Ln., Waxahachie, Texas to consider the following:

Request by Gary Davis, for a Specific Use Permit (SUP) for an Accessory Structure over 700 Square Feet use within a Planned Development Single-Family Dwelling-1 (PD-SF-1) zoning district located at 109 Sanders Drive (Property ID 269676) - Owner: Gary Davis (ZDC-9-2024) Staff: Oanh Vu

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](mailto:Planning@Waxahachie.com) for additional information on this request.

Case Number: ZDC-9-2024

City Reference: 269676

Your response to this notification is optional. If you choose to respond, please return this form by 5:00 P.M. on March 6, 2024 to ensure inclusion in the Agenda Packet. Forms can be e-mailed to [Planning@Waxahachie.com](mailto:Planning@Waxahachie.com) or you may drop off mail your form to City of Waxahachie, Attention: Planning, 109 South Myrtle Street, Waxahachie, TX 75165.

☒ SUPPORT

☐ OPPOSE

Comments:

Signature

APR 1 2024  
S. O. H. T. R. Y.

Printed Name and Title

Date

12-28-2024

Address

113 Sanders Dr

14006 Weeping Cherry Dr.  
Rockville, MD  
20850

It is a crime to knowingly submit a false zoning reply form. (Texas Penal Code 37.14)

If you are not the address owner of the city of this form, but would like to submit a response, please contact the City for a Reply form.



City of Waxahachie, Texas  
Notice of Public Hearing  
Case Number: ZDC-9-2024



**SANCHEZ ROBERTO & JOVIE K CORPUZ-SANCHEZ**  
153 Homestead Ln  
Waxahachie, TX 75165-4008

The Waxahachie Planning & Zoning Commission will hold a Public Hearing on Tuesday, March 12, 2024 at 7:00 p.m. and the Waxahachie City Council will hold a Public Hearing on Monday, March 18, 2024 at 7:00 p.m. in Meeting Rooms A & B at the Waxahachie Civic Center, 2000 Civic Center Ln, Waxahachie, Texas to consider the following:

Request by Gary Davis, for a **Specific Use Permit (SUP)** for an Accessory Structure over 700 Square Feet use within a Planned Development Single-Family Dwelling-1 (PD-SF-1) zoning district located at 109 Sanders Drive (Property ID 269676) - Owner: Gary Davis (ZDC-9-2024) Staff: Oanh Vu

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](mailto:Planning@Waxahachie.com) for additional information on this request.

Case Number: ZDC-9-2024

City Reference: 269674

Your response to this notification is optional. If you choose to respond, please return this form by 5:00 P.M. on March 6, 2024 to ensure inclusion in the Agenda Packet. Forms can be e-mailed to [Planning@Waxahachie.com](mailto:Planning@Waxahachie.com) or you may drop off/mail your form to City of Waxahachie, Attention: Planning, 408 South Rogers Street, Waxahachie, TX 75165.

☒ SUPPORT

☐ OPPOSE

Comments:

WE SUPPORT AS LONG AS THE ACCESSORY STRUCTURE IS NOT GOING TO BE USED AS A  
RESIDENTIAL DWELLING / RENTAL.

  
Signature

03/04/2024  
Date

JOVIE SANCHEZ, HOME OWNER  
Printed Name and Title

103 HOMESTEAD LANE  
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.*

# Operational Plan

**Operational Plan** for 17' x 44' Accessory Structure – 109 Sanders Dr Waxahachie, TX 75165 -SUP

To whom it may concern,

**What this Accessory Structure is:**

The proposed Accessory Structure will be used for general storage, tool storage, and a hobby workshop. Our current storage, (Currently located in our primary home's garage) is not adequate. Our current hobby area, (Currently located in our primary home's garage) is not adequate. We need the extra space that an accessory structure will provide.

**What this accessory structure is not:**

This accessory structure will **NOT** be used as storage for vehicles, or motorized vehicles.

This accessory structure will **NOT** be used as a residence, secondary residence, or rental property.

We appreciate your assistance in getting this permit approved.

Respectfully,

Gary L. Davis

(Cell) 281-414-4039

[garyldavis94@gmail.com](mailto:garyldavis94@gmail.com)

109 Sanders Dr

Waxahachie, TX 75165

Parcel ID: 269676

Homestead Estates Lot 17 Block A

(12)

**ORDINANCE NO.**

**AN ORDINANCE AUTHORIZING A SPECIFIC USE PERMIT (SUP) TO ALLOW AN ACCESSORY STRUCTURE GREATER THAN 700 SQUARE FEET USE WITHIN A PLANNED DEVELOPMENT - SINGLE-FAMILY DWELLING-1 (PD-SF-1) ZONING DISTRICT AT 109 SANDERS DRIVE IN THE CITY OF WAXAHACHIE, ELLIS COUNTY, TEXAS, BEING 1.000 ACRES KNOWN AS PROPERTY ID 269676, AND ORDERING THE CHANGING OF THE ZONING MAP THEREOF IN ACCORDANCE WITH SAID CHANGE.**

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

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

**WHEREAS**, a proper application for a SUP has been made in accordance with the zoning ordinances in the City of Waxahachie and said application has been assigned case number ZDC-9-2024. Said application having been referred to the Planning and Zoning (P&Z) Commission was recommended by the P&Z Commission for approval and the issuance thereof; and

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

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

**NOW, THEREFORE**, this property is rezoned from PD-SF-1 to PD-SF-1, with a SUP in order to allow an Accessory Structure Greater Than 700 Square Feet use on the following property: Property ID 269676, which is shown on the Location Map (Exhibit A), in accordance with the Survey as Exhibit B, and the Exterior Elevations attached as Exhibit C.

**SPECIFIC USE PERMIT**

**Purpose and Intent**

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



### Specific Use Permit

**FOR THE OPERATION OF A SPECIFIC USE PERMIT FOR AN ACCESSORY STRUCTURE GREATER THAN 700 SQUARE FEET USE (GARY DAVIS) IN THE PLANNED DEVELOPMENT - SINGLE-FAMILY DWELLING-1 (PD-SF-1) DISTRICT;** the following standards and conditions are hereby established as part of this ordinance:

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

### Compliance

1. It shall be unlawful for the owner, manager, or any person in charge of a business of establishment to violate the conditions imposed by the City Council when a Specific Use Permit is granted, and the violation of those conditions could result in a citation being issued by the appropriate enforcement officers of the City of Waxahachie.

2. Furthermore, by this Ordinance, if the premises covered by this Specific Use Permit is vacated and/or ceases to operate for a period exceeding six (6) months, a new Specific Use Permit shall be required to reestablish the use.
3. This Specific Use Permit shall run with the land and therefore may be transferred from owner to owner.
4. The Certificate of Occupancy shall note the existence of this Specific Use Permit by its number and title.

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

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

**PASSED, APPROVED AND ADOPTED** on this 18<sup>th</sup> day of March, 2024.

---

MAYOR

ATTEST:

---

City Secretary



**EXHIBIT A - LOCATION MAP**


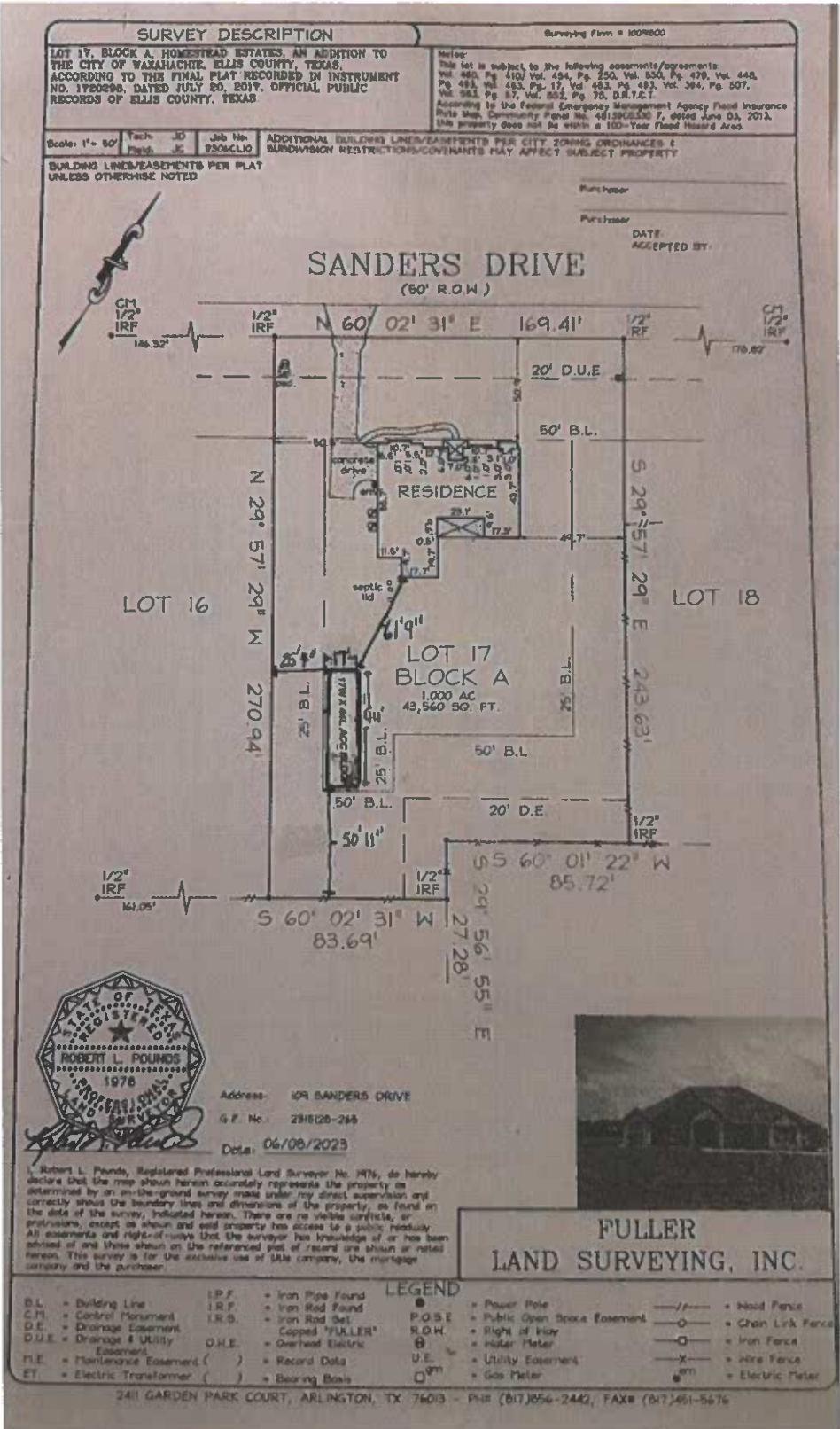
 ZDC-9-2024 (SUP)

EXHIBIT B - SURVEY

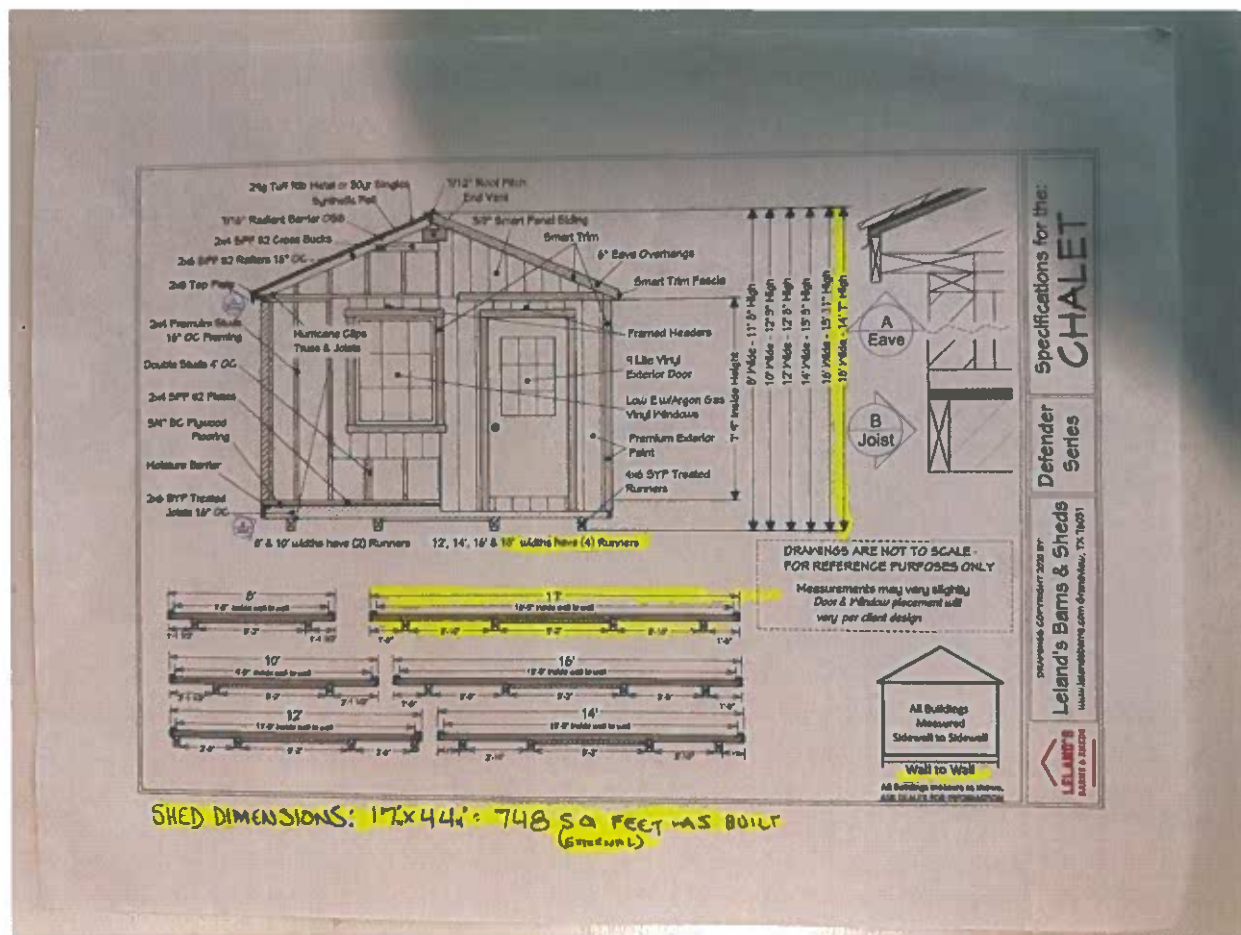
Site Plan 1/29/2024 109 Sanders Dr Waxahachie, TX 75165 (Building Drawing is NOT to Scale) Provided Measurements on Drawing are ACTUAL.





## EXHIBIT C - ELEVATIONS

Accessory Building Elevations, Drawings, & Photos as Constructed at Factory





**LELAND'S**  
BARN & SHEDS

# Chalet



Pictured with available upgrades, Texas star shutters & dormer.

Chalet is built with the following specifications.

4x6 pressure treated runners

\*\* Plated Runner is for units 40' long or more! \*\*

2x4 Headers above doors and windows

2 runners on 8' and 10' wide buildings

4 runners on 12', 14', and 16' wide buildings

2x6 Pressure treated floor joists 16" O.C.

¾ BC plywood floor

Moisture Barrier under floor

Hurricane Clips

1x4 Trim

17W X 44L EXTERNAL  
DIMENSIONS AS BUILT

Walls & Siding

2x4 walls studs on 16" centers

Double studs at siding splices

Standard walls 7'9" (inside)

LP Smart Panel siding

(1) 9 Lite Door

(2) 3x4 Vinyl Windows Low E

End Vents

Roof

7/12 Roof Pitch

6" Gable Overhangs (End walls)

Roof decking Radiant Barrier 7/16 OSB

2x6 Roof Trusses

29 gauge metal

Truss Brace (NOT on dormer upgrade)

**Front Elevation**



**Right Side Elevation**



**Left Side Elevation**



**Rear Elevation**





**Inside - Front to Rear**



**Inside - Rear to Front**





## Memorandum

To: Honorable Mayor and City Council

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

Thru: Michael Scott, City Manager

Date: March 18, 2024

Re: Consider Engineering Professional Services Agreement for the Water Main Extension from US 77 to Old Italy Road

---

**Motion:** "I move to approve an engineering professional services agreement with Teague Nall and Perkins, Inc. in the amount of \$225,300 for the Water Main Extension from US 77 to Old Italy Road, and authorize the City Manager to execute all necessary documents."

**Item Description:** Consider approval of a professional services agreement for the Water Main Extension from US 77 to Old Italy Road.

**Item Summary:** This professional services agreement includes surveying, easement preparation, construction plan preparation, bidding, and construction administration services for the design of the water main extension. The project will extend approximately 2,100 linear feet of 24-inch water line and 3,000 linear feet of 12-inch water line from US 77 to Old Italy Road. This water line extension will serve the Waxahachie ISD's new high school and account for the construction of TxDOT's Spur 394.

**Fiscal Impact:** The engineering professional services agreement is \$225,300 and it will be funded through the Water Impact Fees.





## Memorandum

To: Honorable Mayor and City Council

From: Justin Stoker, P.E., CFM, Director of Public Works & Engineering

Thru: Michael Scott, City Manager

Date: March 18, 2024

Re: Consider Construction Contract for the University Avenue Street and Utility Reconstruction Project

---

**Recommended Motion:** "I move to approve the construction contract for the University Avenue Street and Utility Reconstruction project to Circle H Contractors LP in the amount of \$2,782,910 with an additional construction contingency in the amount of \$139,090, and authorize the City Manager to execute all necessary documents."

**Item Description:** Consider the award of a construction contract to Circle H Contractors LP for the University Avenue Street and Utility Reconstruction.

**Item Summary:** The proposed University Avenue Street and Utility Reconstruction Project consists of reconstructing 1,900 linear feet of University Avenue from Sycamore Street to W. Marvin Avenue. In addition to the concrete pavement, the project also includes sidewalks, street lighting, 18-inch to 27-inch storm drain system replacement, 8-inch waterline replacement, and 8-inch sanitary sewer line replacement.

The city received thirteen (13) bids for this project and the engineer of record, Binkley & Barfield, selected Circle H Contractors LP as the lowest responsible bidder.

**Fiscal Impact:** The project is part of the approved 5-Year CIP included in the approved FY21 Budget for engineering and the construction funded through the 2022 Streets Fund bond sale. The approved construction budget for this project is \$3,000,000. The construction contract amount is \$2,782,910 and city staff requests a construction contingency of \$139,090 for a total of \$2,922,000.



## Memorandum

To: Honorable Mayor and City Council

From: Justin Stoker, P.E., CFM, Director of Public Works & Engineering

Thru: Michael Scott, City Manager

Date: March 4, 2024

Re: Consider Construction Contract for the Graham Street Reconstruction Project

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**Recommended Motion:** "I move to approve a construction contract with Apple Pavement Services for the Graham Street Reconstruction Project in the amount of \$3,928,821 with an additional construction contingency in the amount of \$171,179, and authorize the City Manager to execute all necessary documents."

**Item Description:** Consider the award of a construction contract to Apple Pavement Services for the Graham Street Reconstruction Project.

**Item Summary:** The proposed Graham Street Reconstruction Project consists of reconstructing 0.33 miles of Graham Street from US 287 Business (M.L.K. JR BLVD) to Peters Street including side street approach connections with Perry Ave, Brackens St, and Drexal Dr. In addition to the concrete pavement, the project also includes sidewalks, signage and striping, street lighting, new storm drain system, 8" waterline replacement, and 10" sanitary sewer line replacement. The city received ten (10) bids for this project. Teague Nall and Perkins, Inc., the engineer of record, reviewed the bids, contacted references, and selected Apple Pavement Services as the lowest responsible bidder.

**Fiscal Impact:** The construction contract is for \$3,928,821 and staff requests a construction contingency of \$171,179 making the total construction project budget \$4,100,000. The project will be funded utilizing the \$3,450,000 budgeted for this project in Fund 612 - Streets Capital Projects Fund and the remaining \$650,000 will be funded through savings from other completed capital projects.