

AGENDA

A regular meeting of the Mayor and City Council of the City of Waxahachie, Texas to be held in the Council Chamber at City Hall, 401 S. Rogers, Waxahachie, Texas, on **Monday, March 21, 2022 at 7:00 p.m.**

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

1. Call to Order
2. Invocation
3. Pledge of Allegiance and Texas Pledge of Allegiance
4. **Public Comments:** Persons may address the City Council on any issues. This is the appropriate time for citizens to address the Council on any concern whether on this agenda or not. In accordance with the State of Texas Open Meetings Act, the Council may not comment or deliberate such statements during this period, except as authorized by Section 551.042, Texas Government Code. *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 7, 2022
 - b. Minutes of the City Council briefing of March 7, 2022
 - c. Renewal of parking and loading zone spaces for April 1, 2022-March 31, 2023
 - d. Event application for City-Wide Easter Egg Hunt on April 16, 2022
 - e. Event application for Hach Town OGz on April 17, 2022
 - f. Event application for Rainbow Room Fun Run on April 30, 2022
 - g. Event application for Strut Your Mutt Fun Walk on May 13, 2022
 - h. Event application for Downtown Jamboree on July 9, 2022
 - i. Event application for Big Al's Down the Hatch 5 Year Anniversary Party on October 8, 2022
 - j. Supplemental appropriation from TIRZ account for Farmers Market improvements in the amount of \$106,884.25
 - k. Supplemental appropriation from TIRZ account for Downtown Parking Garage improvements in the amount of \$138,867.18
 - l. Supplemental appropriation authorizing the insurance reimbursement of the Fire Department vehicle maintenance fund in the amount of \$24,552.00
 - m. Supplemental appropriation from WCDC account to fund additional Wags-a-Hachie Dog Park improvements in the amount of \$83,600.00

6. **Public Hearing** on a request by Robert Fillingim for a Specific Use Permit (SUP) for an Accessory Structure equal to or greater than 700SF use within a Planned Development-23-Single Family-1 (PD-23-SF-1) zoning district located at 112 Homestead Ln (Property ID 269663) - Owner: ROBERT & VANESSA FILLINGIM (ZDC-19-2022)
7. **Consider** proposed Ordinance approving ZDC-19-2022
8. **Public Hearing** on a request by Angela Glass for a Specific Use Permit (SUP) for an Accessory Structure equal to or greater than 700SF use within a Single Family-1 (SF1) zoning district located at 808 W Main St (Property ID 171906) - Owner: ROBERT V & ANGELA GLASS (ZDC-17-2022)
9. **Consider** proposed Ordinance approving ZDC-17-2022
10. Comments by Mayor, City Council, City Attorney and City Manager
11. Adjourn

The City Council reserves the right to go into Executive Session on any posted item. This meeting location is wheelchair-accessible. Parking for mobility-impaired persons is available. Any request for sign interpretive services must be made forty-eight hours ahead of the meeting. To make arrangements, call the City Secretary at 469-309-4006 or (TDD) 1-800-RELAY TX

(5a)

City Council
March 7, 2022

A regular meeting of the Mayor and City Council of the City of Waxahachie, Texas was held in the Council Chamber at City Hall, 401 S. Rogers, Waxahachie, Texas, on Monday, March 7, 2022 at 7:00 p.m.

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

Council Member Absent: David Hill, Council Member Place 1

Others Present: Michael Scott, City Manager
Albert Lawrence, Deputy City Manager
Shon Brooks, Executive Director of Development Services
Gumaro Martinez, Executive Director Park & Leisure Services
Richard Abernethy, Director of Administrative Services
Robert Brown, City Attorney
Amber Villarreal, City Secretary

1. Call to Order

Mayor Doug Barnes called the meeting to order.

2. Invocation

3. Pledge of Allegiance and Texas Pledge of Allegiance

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

4. Public Comments

Chris Wright, 808 W. Marvin, Waxahachie, Texas, thanked Mayor Pro Tem Billie Wallace and City employee Steve Brigman for their quick response to a construction complaint in a residential neighborhood. Mr. Wright requested all supplemental appropriation requests be placed on the regular agenda instead of the consent agenda.

Alan Fox, 327 University, Waxahachie, Texas, asked City Council, Parks Department, and Cemetery Board to work together to remember the cemetery vandalism differently. He expressed his appreciation of how the community responded to the vandalism and their willingness to help.

5. Consent Agenda

- a. Minutes of the City Council meeting of February 21, 2022
- b. Minutes of the City Council briefing of February 21, 2022
- c. Minutes of the City Council Work Session of February 21, 2022
- d. Event application for Cinco de Mayo Festival to be held May 7, 2022
- e. Supplemental appropriation for additional track repairs and increased scope of wrought iron fencing at the Sports Complex

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- f. Supplemental appropriation to the FY21-22 Civic Center budget for increased costs associated with the restroom and dressing room renovations
- g. Supplemental appropriation for 2022 Crape Myrtle Festival fireworks show
- h. Professional Engineering Design Services agreement for Boat Dock Park Improvements

Action:

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

6. Consider City of Waxahachie Annual Financial Report for year ended September 30, 2021

Ms. Paula Lowe, Patillo, Brown, & Hill, L.L.P., presented the City of Waxahachie Annual Financial Report for the year ended September 30, 2021. Ms. Lowe reviewed the Independent Auditor's Report noting it is their opinion the city financial statements present fairly in all material respects, the respective financial position of the governmental activities, the business-type activities, the aggregate discretely presented component unit, each major fund and the aggregate remaining fund information of the City of Waxahachie, Texas, as of September 30, 2021, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with account principles generally accepted in the United States of America. Ms. Lowe reviewed the following financial highlights:

- All positive balances in all categories of Statement of Net Position
- Total Fund balance of \$47,208,244
- "Clean", unqualified opinion, which is the highest level that can be given

Ms. Lowe thanked Finance Director Chad Tustison, Assistant Finance Director Gail Turner, and their staff for their assistance during the audit process.

Mayor Barnes thanked the Finance Department for their hard work throughout the audit process.

Action:

Mayor Pro Tem Billie Wallace moved to accept the City of Waxahachie Annual Financial Report for year ended September 30, 2021 as presented. Council Member Melissa Olson seconded, All Ayes.

7. Discuss Solicitation Ordinance

Police Chief Wade Goolsby updated City Council on the process for permitting solicitors explaining the current ordinance requires a solicitor to obtain a permit from the Waxahachie Police Department. Applicants must provide their driver's license, fingerprints, application, and a criminal history check is conducted. Once all qualifications are met a picture id badge is issued to the applicant showing their name and expiration date for the permit. Permits are issued for 30 days at which time the applicant must reapply. Chief Goolsby noted 59 solicitor permits were issue in 2021 of which 62% were from out of state, 34% were from out of our city, and less than 1% resided in Waxahachie. He explained City Council can amend the ordinance to allow permits to extend

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past 30 days but noted criminal history can change within a month and recommended monthly criminal background screenings to renew permits.

Council Member Travis Smith asked if the ordinance allows for enforcement and Chief Goolsby explained it is the discretion of the officer to write a citation or inform a solicitor they need a permit. Mr. Smith asked if the ordinance can provide an exemption for citizens and City Attorney Robert Brown explained there has to be equal application of the law and locals cannot be exempted. He explained the purpose of the ordinance is to screen solicitors and provide a layer of protection for the citizens.

Council Member Melissa Olson asked for clarification on the distributing handbills to residents and Mr. Brown explained the ordinance allows from an exemption for a permit in regards to distributing religious or election material; however, solicitors of any type must abide by the law and not trespass on a homeowner's property that has a No Soliciting or No Trespassing sign.

Chad Hengst, 119 Sumac Drive, spoke in support of monthly criminal background checks but suggested removing monthly fingerprints and allowing photo badges to be valid for 6 months. He also requested an online renewal process to streamline permitting.

Alan Fox, 327 University, Waxahachie, Texas, encouraged informing the public about the solicitation ordinance and asked how to control those soliciting without permits.

Kevin Ivey, 1980 E. Highland, Waxahachie, Texas, expressed his appreciation for the process and noted he does not support online renewals unless they are able to be fully verified by the police department.

Council Member Smith and Council Member Olson asked if there is a way to streamline the renewal process. Police Chief Goolsby explained he is not opposed to eliminating fingerprints during the renewal process as long as the applicant's identity can be verified and noted he would still like applicants to renew their permits in person with a criminal background check.

Mayor Barnes directed Police Chief Goolsby to prepare a recommendation on how to streamline the renewal process. Mr. Brown explained he will review ordinances from other cities.

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

City Manager Michael Scott thanked the Finance Department for their work on the audit.

Council Member Melissa Olson thanked the residents, City Council, and Police Chief Wade Goolsby for their open discussion on the solicitation ordinance. Council Member Olson requested to consider streaming the briefing sessions.

Council Member Travis Smith spoke in support of streaming the briefing sessions and requested to add the value of the supplemental appropriations to the agenda items. Council Member Smith thanked Gumaro Martinez, Executive Director Park & Leisure Services, and the Communications and Marketing Department for their work during the assessment of the City Cemetery vandalism.

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City Council
March 7, 2022
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Deputy City Manager Albert Lawrence thanked the Finance Department for their work during the audit process.

9. Adjourn

There being no further business, the meeting adjourned at 8:01 p.m.

Respectfully submitted,

Amber Villarreal
City Secretary

A briefing session of the Mayor and City Council of the City of Waxahachie, Texas was held in the City Council Conference Room at City Hall, 401 S. Rogers, Waxahachie, Texas, on Monday, March 7, 2022 at 6:30 p.m.

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

Council Member Absent: David Hill, Council Member Place 1

Others Present: Michael Scott, City Manager
Albert Lawrence, Deputy City Manager
Shon Brooks, Executive Director of Development Services
Gumaro Martinez, Executive Director Park & Leisure Services
Richard Abernethy, Director of Administrative Services
Robert Brown, City Attorney
Amber Villarreal, City Secretary

1. Call to Order

Mayor Doug Barnes called the meeting to order.

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

City Manager Michael Scott reviewed the following agenda items:

- Item 5d, approving event application for Cinco de Mayo Festival to be held May 7, 2022.
- Item 6, the auditor will present the City of Waxahachie Annual Financial Report for year ended September 30, 2021.

James Villarreal, Assistant Director Sports Complex, reviewed Item 5e requesting approval for additional funding for asphalt repairs on the running track in the amount of \$90,000.00. Preparation of the asphalt as recommended will increase the durability and longevity of the track improvements. In addition, Mr. Villarreal requested approval to increase the scope of the wrought iron fencing project in the amount of \$35,000.00 due to recent increase in materials and supply-chain issues. The scope of the work would extend to include the west side of the Broadhead Road service entrance.

April Ortiz, Civic Center Director, reviewed Item 5f requesting approval of a supplemental appropriation to complete the restroom and dressing room renovations in the amount of \$86,000.00 due to an increase in cost of materials along with labor and inventory shortages.

Laurie Mosley, Director of Convention & Visitors Bureau, reviewed Item 5g requesting a supplemental appropriation in the amount of \$10,000.00 to fund the Crape Myrtle fireworks show in July 2022. She explained due to inflation and supply chain issues, the cost of the annual fireworks show has increased from \$10,000.00 to \$21,000.00. She explained the team is committed to securing other sponsorships.

(5b)

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Gumaro Martinez, Executive Director Park & Leisure Services, reviewed Item 5h requesting approval of engineering design professional services by Westfall Engineering for Boat Dock Park improvements in the amount of \$77,300.00.

Council Member Melissa Olson reviewed Item 7 noting she would like to discuss ways to improve the processes within the current Solicitation Ordinance for local businesses.

3. Adjourn

There being no further business, the meeting adjourned at 6:52 p.m.


Respectfully submitted,

Amber Villarreal
City Secretary

(5c)



Memorandum

To: Honorable Mayor and City Council
From: Amber Villarreal, City Secretary
Thru: Michael Scott, City Manager 
Date: March 21, 2022
Re: Parking/Loading Zone Renewal

Please consider the following Parking/Loading Zone Renewals for April 1, 2022 – March 31, 2023:

Parking/Loading Zones

Happy's Home Furnishings, 114 W. Main

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

(5a)



Application for a Festival or Event Permit

Event Name and Description: City-Wide Easter Egg Hunt

Applicant Information

Name: Michael Holmes

Address: 507 N Hwy 77 Suite 508

City, State, Zip: Waxahachie, TX Phone: 469-337-0606

E-mail Address: mholmes@freedomonline.com

Organization Information

Organization Name: Mission 75165

Address: 507 N Hwy 77 Suite 508

Authorized Head of Organization: John Bates

Phone: 469-337-0606 E-mail Address: operations@freedomonline.com

Event Chairperson/Contact

Name: Michael Holmes

Address: 507 N Hwy 77 Suite 508

City, State, Zip: Waxahachie, TX Phone: 469-337-0606

E-mail Address: mholmes@freedomonline.com

Event Information

Event Location/Address: Getzendaner Park 400 S. Grand Ave Waxahachie, TX 75165

Purpose: Large Scale Family Friendly Event for the City of Waxahachie

Event Start Date and Time: Saturday April 16th, 2022 - 10am

Event End Date and Time: Saturday, April 16th, 2022 - 11am

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Approximate Number of Persons Attending Event Per Day: 5,000

Site Preparation and Set-Up Date and Time: Saturday, April 16th, 2022 - 7:30am

Clean-Up Completion Date and Time: Saturday, April 16th, 2022 - 12Noon

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

Traffic Control and Parking in and around the park, Trailer Stage in Park, Fire Truck Siren for start of the event. Fenced areas for different age groups for hunt (t-posts and orange fencing).

Requested City Services: _____

It would be great to have Porto-Potties for the event.

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

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

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

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

Will dumpsters be needed? No

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

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

I, THE UNDERSIGNED APPLICANT, AGREE TO INDEMNIFY AND HOLD HARMLESS THE CITY OF WAXAHACHIE, ITS OFFICERS, EMPLOYEES, AGENTS, AND REPRESENTATIVES AGAINST ALL CLAIMS OF LIABILITY AND CAUSES OF ACTION RESULTING FROM INJURY OR DAMAGE TO PERSONS OR PROPERTY ARISING OUT OF THE SPECIAL EVENT. DUE TO COVID-19, I ALSO UNDERSTAND APPROVAL OF MY EVENT IS SUBJECT TO THE THEN CURRENT NECESSARY PRECAUTIONS RESULTING FROM COVID CASE TRENDS AS WELL AS ANY CHANGE IN ACCORDANCE WITH FEDERAL, STATE, OR LOCAL ORDERS.

Michael Holmes

03/03/2022

Signature of Applicant

Date

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

**Baylor
Hospital**

Parking

Parking

Parking

Parking

**Ages
9-12**

**Ages
5-8**

**Ages
3-4**

**Ages
0-2**



Bathrooms

Stage

Main Gazebo

Playground

Playground

(5A)

(5d)

Bonner, Jami

From: Mosley, Laurie
Sent: Thursday, March 3, 2022 2:58 PM
To: Bonner, Jami
Subject: RE: Event Application - City-Wide Easter Egg Hunt

This event poses no conflicts for my department or any events that we know to be scheduled like the Hachie 50 or the Film Festival.

Thanks,

Laurie Mosley, CTE
Director
Waxahachie Convention & Visitors Bureau
2000 Civic Center Lane
Waxahachie, TX 75165
Office: 469-309-4046

From: Bonner, Jami <jami.bonner@waxahachie.com>
Sent: Thursday, March 3, 2022 2:55 PM
To: Martinez, Gumaro <gmartinez@waxahachie.com>; Barnes, Bradley <bradley.barnes@waxahachie.com>; Campos, Yadira <ycampos@waxahachie.com>; Wade Goolsbey <wgoolsby@waxahachiepd.org>; Ricky Boyd <rboyd@waxahachiefire.org>; Griffith, Thomas <john.griffith@waxahachie.com>; Brooks, Shon <sbrooks@waxahachie.com>; Gaertner, James <jgaertner@waxahachie.com>; Massey, Matt <mmassey@waxahachie.com>; Mosley, Laurie <lmosley@waxahachiecvb.com>
Cc: Villarreal, Amber <avillarreal@waxahachie.com>; Crocker, Clarice <ccrocker@waxahachie.com>; Scott, Michael <msscott@waxahachie.com>; Lawrence, Albert <alawrence@waxahachie.com>
Subject: Event Application - City-Wide Easter Egg Hunt

For your review / comments. Thank you.

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

(sd)

Bonner, Jami

From: Boyd, Ricky <RBoyd@waxahachiefire.org>
Sent: Thursday, March 3, 2022 3:01 PM
To: Bonner, Jami
Subject: RE: Event Application - City-Wide Easter Egg Hunt

I have no concerns with this request.

Ricky Boyd, Fire Chief

Waxahachie Fire-Rescue
214-463-9335

From: Bonner, Jami [mailto:jami.bonner@waxahachie.com]
Sent: Thursday, March 3, 2022 2:55 PM
To: Martinez, Gumaro <gmartinez@waxahachie.com>; Barnes, Bradley <bradley.barnes@waxahachie.com>; Campos, Yadira <ycampos@waxahachie.com>; Wade Goolsbey <wgoolsby@waxahachiepd.org>; Boyd, Ricky <RBoyd@waxahachiefire.org>; Griffith, Thomas <john.griffith@waxahachie.com>; Brooks, Shon <sbrooks@waxahachie.com>; Gaertner, James <jgaertner@waxahachie.com>; Massey, Matt <mmassey@waxahachie.com>; Mosley, Laurie <lmosley@waxahachiecvb.com>
Cc: Villarreal, Amber <avillarreal@waxahachie.com>; Crocker, Clarice <ccrocker@waxahachie.com>; Scott, Michael <msscott@waxahachie.com>; Lawrence, Albert <alawrence@waxahachie.com>
Subject: Event Application - City-Wide Easter Egg Hunt

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

For your review / comments. Thank you.

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

(5d)

Bonner, Jami

From: Martinez, Gumaro
Sent: Thursday, March 3, 2022 4:12 PM
To: Bonner, Jami; Barnes, Bradley; Campos, Yadira; Wade Goolsbey; Ricky Boyd; Griffith, Thomas; Brooks, Shon; Gaertner, James; Massey, Matt; Mosley, Laurie
Cc: Villarreal, Amber; Crocker, Clarice; Scott, Michael; Lawrence, Albert
Subject: RE: Event Application - City-Wide Easter Egg Hunt

Jami,

Please inform the applicant, that we would prefer to not use t-posts for sectioning off different age group areas. There are water and sewer lines in that area that could potentially be damaged and cause issues for the park and their event. I would suggest using cones.

Also, can we get the size of the stage? If the ground is too wet for some reason, we would need to put the stage on the asphalt parking area.

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

From: Bonner, Jami
Sent: Thursday, March 3, 2022 2:55 PM
To: Martinez, Gumaro <gmartinez@waxahachie.com>; Barnes, Bradley <bradley.barnes@waxahachie.com>; Campos, Yadira <ycampos@waxahachie.com>; Wade Goolsbey <wgoalsby@waxahachiepd.org>; Ricky Boyd <rboyd@waxahachiefire.org>; Griffith, Thomas <john.griffith@waxahachie.com>; Brooks, Shon <sbrooks@waxahachie.com>; Gaertner, James <jgaertner@waxahachie.com>; Massey, Matt <mmassey@waxahachie.com>; Mosley, Laurie <imosley@waxahachiecvb.com>
Cc: Villarreal, Amber <avillarreal@waxahachie.com>; Crocker, Clarice <ccrocker@waxahachie.com>; Scott, Michael <msscott@waxahachie.com>; Lawrence, Albert <alawrence@waxahachie.com>
Subject: Event Application - City-Wide Easter Egg Hunt

For your review / comments. Thank you.

Jami Bonner
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(5A)

Bonner, Jami

From: Michael Holmes <mholmes@freedomonline.com>
Sent: Wednesday, March 9, 2022 9:52 AM
To: Bonner, Jami
Subject: Re: Event Application - City Wide Easter egg hunt

Good Morning,

We can adjust our set up of the areas without t-posts.

As far as the stage - the size is approximately 25' L and 10' W. A trailer that will serve as a stage.

On Wed, Mar 9, 2022 at 9:20 AM Bonner, Jami <jami.bonner@waxahachie.com> wrote:

Good morning Michael,

I am following up in regards to the email I sent last Thursday. (below) Please reply with the size of the stage. Thank you.

From: Bonner, Jami
Sent: Thursday, March 3, 2022 4:17 PM
To: Michael Holmes <mholmes@freedomonline.com>
Subject: RE: Event Application - City Wide Easter egg hunt

Hello Michael,

Due to water and sewer lines in the area that could potentially be damaged, our Parks Dept. prefers not to use t-posts for sectioning off the age groups. They recommend using cones.

They have also requested the size of the stage. Depending on if the ground is too wet, the stage may need to be on asphalt.

From: Michael Holmes <mholmes@freedomonline.com>
Sent: Thursday, March 3, 2022 1:39 PM

(5A)

Bonner, Jami

From: Martinez, Gumaro
Sent: Wednesday, March 9, 2022 12:03 PM
To: Bonner, Jami
Subject: RE: Event Application - City Wide Easter egg hunt

Ok that is fine, no further comments from me. Thank you

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

From: Bonner, Jami
Sent: Wednesday, March 9, 2022 11:53 AM
To: Martinez, Gumaro <gmartinez@waxahachie.com>
Subject: FW: Event Application - City Wide Easter egg hunt

Hello Gumaro,

Please see email below in regards to the event application for the Easter egg hunt at Getzendaner Park.

From: Michael Holmes <mholmes@freedomonline.com>
Sent: Wednesday, March 9, 2022 9:52 AM
To: Bonner, Jami <jami.bonner@waxahachie.com>
Subject: Re: Event Application - City Wide Easter egg hunt

Good Morning,

We can adjust our set up of the areas without t-posts.

As far as the stage - the size is approximately 25' L and 10' W. A trailer that will serve as a stage.

On Wed, Mar 9, 2022 at 9:20 AM Bonner, Jami <jami.bonner@waxahachie.com> wrote:

Good morning Michael,

I am following up in regards to the email I sent last Thursday. (below) Please reply with the size of the stage. Thank you.

(SD)

Bonner, Jami

From: Gaertner, James
Sent: Thursday, March 3, 2022 3:30 PM
To: Bonner, Jami; Martinez, Gumaro; Barnes, Bradley; Campos, Yadira; Wade Goolsbey; Ricky Boyd; Griffith, Thomas; Brooks, Shon; Massey, Matt; Mosley, Laurie
Cc: Villarreal, Amber; Crocker, Clarice; Scott, Michael; Lawrence, Albert
Subject: RE: Event Application - City-Wide Easter Egg Hunt

Jami,

I don't have any comments.

Thanks,

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

From: Bonner, Jami <jami.bonner@waxahachie.com>
Sent: Thursday, March 3, 2022 2:55 PM
To: Martinez, Gumaro <gmartinez@waxahachie.com>; Barnes, Bradley <bradley.barnes@waxahachie.com>; Campos, Yadira <ycampos@waxahachie.com>; Wade Goolsbey <wgoolsby@waxahachiepd.org>; Ricky Boyd <rboyd@waxahachiefire.org>; Griffith, Thomas <john.griffith@waxahachie.com>; Brooks, Shon <sbrooks@waxahachie.com>; Gaertner, James <jgaertner@waxahachie.com>; Massey, Matt <mmassey@waxahachie.com>; Mosley, Laurie <lmosley@waxahachiecvb.com>
Cc: Villarreal, Amber <avillarreal@waxahachie.com>; Crocker, Clarice <ccrocker@waxahachie.com>; Scott, Michael <mscott@waxahachie.com>; Lawrence, Albert <alawrence@waxahachie.com>
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For your review / comments. Thank you.

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www.waxahachie.com

(5d)

Bonner, Jami

From: Griffith, Thomas
Sent: Friday, March 4, 2022 8:50 AM
To: Bonner, Jami; Martinez, Gumaro; Barnes, Bradley; Campos, Yadira; Wade Goolsbey; Ricky Boyd; Brooks, Shon; Gaertner, James; Massey, Matt; Mosley, Laurie
Cc: Villarreal, Amber; Crocker, Clarice; Scott, Michael; Lawrence, Albert
Subject: RE: Event Application - City-Wide Easter Egg Hunt

With an expected number of 5,000 persons attending, Emergency Management would like them to have a safety plan.

Thomas Griffith
City of Waxahachie
Emergency Management Coordinator

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

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

From: Bonner, Jami <jami.bonner@waxahachie.com>
Sent: Thursday, March 3, 2022 2:55 PM
To: Martinez, Gumaro <gmartinez@waxahachie.com>; Barnes, Bradley <bradley.barnes@waxahachie.com>; Campos, Yadira <ycampos@waxahachie.com>; Wade Goolsbey <wgoolsby@waxahachiepd.org>; Ricky Boyd <rboyd@waxahachiefire.org>; Griffith, Thomas <john.griffith@waxahachie.com>; Brooks, Shon <sbrooks@waxahachie.com>; Gaertner, James <jgaertner@waxahachie.com>; Massey, Matt <mmassey@waxahachie.com>; Mosley, Laurie <lmosley@waxahachiecvb.com>
Cc: Villarreal, Amber <avillarreal@waxahachie.com>; Crocker, Clarice <ccrocker@waxahachie.com>; Scott, Michael <msscott@waxahachie.com>; Lawrence, Albert <alawrence@waxahachie.com>
Subject: Event Application - City-Wide Easter Egg Hunt

For your review / comments. Thank you.

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

(5^d)

Bonner, Jami

From: Wade Goolsby <wgoolsby@waxahachiepd.org>
Sent: Friday, March 4, 2022 12:31 PM
To: Bonner, Jami
Subject: RE: Event Application - City-Wide Easter Egg Hunt

In the application, he mentions "traffic control" and we can provide some traffic control IF officers are available. If dedicated officers are required, they would need to pay for off-duty officers. In any case, volunteers with traffic vests would probably be needed to either assist the available officers or to handle the traffic flow if officers are not available.

Wade G. Goolsby
Chief of Police
Waxahachie Police Department
469-309-4411

H.E.A.R.T

Honor Ethics Accountability Respect Transparency

From: Bonner, Jami <jami.bonner@waxahachie.com>
Sent: Thursday, March 3, 2022 2:55 PM
To: Martinez, Gumaro <gmartinez@waxahachie.com>; Barnes, Bradley <bradley.barnes@waxahachie.com>; Campos, Yadira <ycampos@waxahachie.com>; Wade Goolsby <wgoolsby@waxahachiepd.org>; Boyd, Ricky <RBoyd@waxahachiefire.org>; Griffith, Thomas <john.griffith@waxahachie.com>; Brooks, Shon <sbrooks@waxahachie.com>; Gaertner, James <jgaertner@waxahachie.com>; Massey, Matt <mmassey@waxahachie.com>; Mosley, Laurie <lmosley@waxahachiecvb.com>
Cc: Villarreal, Amber <avillarreal@waxahachie.com>; Crocker, Clarice <ccrocker@waxahachie.com>; Scott, Michael <msscott@waxahachie.com>; Lawrence, Albert <alawrence@waxahachie.com>
Subject: Event Application - City-Wide Easter Egg Hunt

For your review / comments. Thank you.

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



(50)

Application for a Festival or Event Permit

Event Name and Description: Hoch Town OG2 and
Annual Easter Community Hunt

Applicant Information

Name: Kevin Davis

Address: 609 E. Jefferson

City, State, Zip: Waxahachie TX 75165 Phone: 469-285-6503

E-mail Address: _____

Organization Information

Organization Name: Hoch Town OG2

Address: 609 E. Jefferson Waxahachie TX 75165

Authorized Head of Organization: Kevin Davis

Phone: 469-285-6503

E-mail Address: _____

Event Chairperson/Contact

Name: Starica Allen

Address: 343 S. Hill Dr

City, State, Zip: Waxahachie TX 75165 Phone: 469-422-5559

E-mail Address: _____

Event Information

Event Location/Address: Lee Pen Park Hwy Betzander Waxahachie TX

Purpose: Community Easter Egg Hunt

Event Start Date and Time: April 17, 2022 3pm-6pm

Event End Date and Time: April 17, 2022 6pm

Approximate Number of Persons Attending Event Per Day: (50) 100

Site Preparation and Set-Up Date and Time: April 17, 2022 3pm

Clean-Up Completion Date and Time: April 17, 2022 6pm

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

Easter Egg Hunt, Bounce House

Requested City Services: _____

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

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

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

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

Will dumpsters be needed? NO

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

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

I, THE UNDERSIGNED APPLICANT, AGREE TO INDEMNIFY AND HOLD HARMLESS THE CITY OF WAXAHACHIE, ITS OFFICERS, EMPLOYEES, AGENTS, AND REPRESENTATIVES AGAINST ALL CLAIMS OF LIABILITY AND CAUSES OF ACTION RESULTING FROM INJURY OR DAMAGE TO PERSONS OR PROPERTY ARISING OUT OF THE SPECIAL EVENT. DUE TO COVID-19, I ALSO UNDERSTAND APPROVAL OF MY EVENT IS SUBJECT TO THE THEN CURRENT NECESSARY PRECAUTIONS RESULTING FROM COVID CASE TRENDS AS WELL AS ANY CHANGE IN ACCORDANCE WITH FEDERAL, STATE, OR LOCAL ORDERS.

Kevin Davis

3-6-2022

Signature of Applicant

Date

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

Football feild

Fence

Bounce House

Bounce
House

GAMES



CONCESSION
stand



Setrander

(5e)

(5e)

Bonner, Jami

From: tracey davis
Sent: Friday, March 11, 2022 7:52 PM
To: Bonner, Jami;
Subject: Re: Hach Town OGz 2nd Annual Easter Egg Hunt

Sorry so late yes we will only have hot dogs bags of chip and drinks and the bounce house will be close to football feild so that we can make sure that the kids will in attend by us thanks if you happen to ha e anymore questions please let us know thanks in advance

(56)

Bonner, Jami

From: Martinez, Gumaro
Sent: Thursday, March 10, 2022 1:09 PM
To: Bonner, Jami; Barnes, Bradley; Campos, Yadira; Me'Lony Jordan; Building & Community Services
Subject: RE: Event Application - Hach Town OGz 2nd Annual Easter Community Hunt

Jami,

I need to know if they plan on using the concession stands to serve food?

Also, can we get a rough layout of where the bounce house will be located? We have utility lines throughout the park and will need to coordinate with Park staff to ensure staking of bounce house won't damage those lines.

Thank you,

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

From: Bonner, Jami
Sent: Thursday, March 10, 2022 12:59 PM
To: Martinez, Gumaro <gmartinez@waxahachie.com>; Barnes, Bradley <bradley.barnes@waxahachie.com>; Campos, Yadira <ycampos@waxahachie.com>; Me'Lony Jordan <mjordan@waxahachie.com>; Building & Community Services <bcservices@waxahachie.com>
Subject: FW: Event Application - Hach Town OGz 2nd Annual Easter Community Hunt

Good afternoon,

We would like to include the attached event application on the next City Council agenda. Please reply with any comments you may have. Thank you.

From: Bonner, Jami
Sent: Tuesday, March 8, 2022 4:11 PM
To: Martinez, Gumaro <gmartinez@waxahachie.com>; Barnes, Bradley <bradley.barnes@waxahachie.com>; Campos, Yadira <ycampos@waxahachie.com>; Me'Lony Jordan <mjordan@waxahachie.com>; Brooks, Shon <sbrooks@waxahachie.com>
Cc: Scott, Michael <msscott@waxahachie.com>; Lawrence, Albert <alawrence@waxahachie.com>; Villarreal, Amber <avillarreal@waxahachie.com>; Crocker, Clarice <ccrocker@waxahachie.com>
Subject: Event Application - Hach Town OGz 2nd Annual Easter Community Hunt

For your review / comments. Thank you.

(5e)

Bonner, Jami

From: Martinez, Gumaro
Sent: Monday, March 14, 2022 9:43 AM
To: Bonner, Jami; Barnes, Bradley; Campos, Yadira
Subject: Re: Hach Town OGz 2nd Annual Easter Egg Hunt

Ok thanks that should be ok, no further comments.

Sent via the Samsung Galaxy S8, an AT&T 4G LTE smartphone
Get [Outlook for Android](#)

From: Bonner, Jami <jami.bonner@waxahachie.com>
Sent: Monday, March 14, 2022 9:33:37 AM
To: Martinez, Gumaro <gmartinez@waxahachie.com>; Barnes, Bradley <bradley.barnes@waxahachie.com>; Campos, Yadira <ycampos@waxahachie.com>
Subject: FW: Hach Town OGz 2nd Annual Easter Egg Hunt

Good morning,

Please find applicant response below. They have provided a layout of where the bounce house will be located and will utilize the concession stand to hand out food.

From: tracey davis
Sent: Friday, March 11, 2022 7:52 PM
To: Bonner, Jami <jami.bonner@waxahachie.com>;
Subject: Re: Hach Town OGz 2nd Annual Easter Egg Hunt

Sorry so late yes we will only have hot dogs bags of chip and drinks and the bounce house will be close to football feild so that we can make sure that the kids will in attend by us thanks if you happen to ha e anymore questions please let us know thanks in advance

(5f)



Application for a Festival or Event Permit

Event Name and Description: Rainbow Room Fun Run

Applicant Information

Name: Ramona Norman
Address: 1034 W. Main St, Waxahachie TX 75165
City, State, Zip: _____ Phone: 469-955-2077
E-mail Address: _____

Organization Information

Organization Name: Community Partners of Ellis County Inc dba
Rainbow Room of Ellis County
Address: P.O. Box 3231, Waxahachie TX 75165
Authorized Head of Organization: Ramona Norman
Phone: 469-955-2077 E-mail Address: _____

Event Chairperson/Contact

Name: Ramona Norman
Address: See Above
City, State, Zip: _____ Phone: _____
E-mail Address: _____

Event Information

Event Location/Address: Getzendaner Park
Purpose: Charity Fun Run to bring awareness to our organization & collect donations - during Child Abuse Awareness Month
Event Start Date and Time: April 30th @ 9 a.m.
Event End Date and Time: Apr8l 30th @ 12:00 p.m.

(5F)

Approximate Number of Persons Attending Event Per Day: less than 50

Site Preparation and Set-Up Date and Time: 8 a.m.

Clean-Up Completion Date and Time: 12:30 p.m.

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

A non competitive 5k and 1 mile family fun run on the trail. We also plan to have water, coffee, juice, and pastries for participants.

Requested City Services: None

Will food and/or beverages be available and/or sold? YES/NO Yes - free if donated by Panerra
If yes, contact the City Health Inspector, (469) 309-4134, for permitting requirements and compliance.

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

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

Will dumpsters be needed? No - we will remove trash

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

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

I, THE UNDERSIGNED APPLICANT, AGREE TO INDEMNIFY AND HOLD HARMLESS THE CITY OF WAXAHACHIE, ITS OFFICERS, EMPLOYEES, AGENTS, AND REPRESENTATIVES AGAINST ALL CLAIMS OF LIABILITY AND CAUSES OF ACTION RESULTING FROM INJURY OR DAMAGE TO PERSONS OR PROPERTY ARISING OUT OF THE SPECIAL EVENT. DUE TO COVID-19, I ALSO UNDERSTAND APPROVAL OF MY EVENT IS SUBJECT TO THE THEN CURRENT NECESSARY PRECAUTIONS RESULTING FROM COVID CASE TRENDS AS WELL AS ANY CHANGE IN ACCORDANCE WITH FEDERAL, STATE, OR LOCAL ORDERS.



03 / 11 / 2022

Signature of Applicant

Date

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

(sf)

Bonner, Jami

From: Ramona Norman
Sent: Friday, March 11, 2022 2:18 PM
To: Bonner, Jami; Campos, Yadira
Subject: RE: Rainbow Room Event Application

We are beginning at the start marker of the trail on the sidewalk. The 5k will go the 1.5 mile marker and the one-mile will go to the .5 mile marker. The runners will only be on the trail sidewalk. I will have volunteers to guide the runners to turn around.

We will most likely be done before noon. But I scheduled it to then to be safe.

We will have one or two small canopies set up across the road from the start - if the weather is rainy.

Thank you!

Ramona Norman

[Sent from Yahoo Mail on Android](#)

On Fri, Mar 11, 2022 at 1:32 PM, Bonner, Jami
<jami.bonner@waxahachie.com> wrote:

Good afternoon Ramona,

Thank you for sending me your event application. Do you have a map of the route? Or can you describe the route you will use?

I will send your application to staff for any comments. Our hope is to get the application on the March 21st City Council agenda for approval.

From: Ramona Norman
Sent: Friday, March 11, 2022 12:56 PM
To: Campos, Yadira <ycampos@waxahachie.com>
Cc: Bonner, Jami <jami.bonner@waxahachie.com>
Subject: Re: Rainbow Room Event Application

Please find attached application per our call and my voice mail. We have not had to file in the past as this is such a small event.

(5f)

Bonner, Jami

From: Martinez, Gumaro
Sent: Monday, March 14, 2022 9:10 AM
To: Bonner, Jami; Campos, Yadira; Barnes, Bradley; Building & Community Services; Me'Lony Jordan; Ricky Boyd; Wade Goolsbey
Cc: Lawrence, Albert; Scott, Michael; Crocker, Clarice; Villarreal, Amber
Subject: Re: Event Application - Rainbow Room Fun Run

We have the Film & Music Festival at the Chautauqua that same day, but as long as this event is done by noon there shouldn't be any conflict. I did check with Amy as well.

No further comments

Sent via the Samsung Galaxy S8, an AT&T 4G LTE smartphone
Get [Outlook for Android](#)

From: Bonner, Jami <jami.bonner@waxahachie.com>
Sent: Friday, March 11, 2022 3:23:24 PM
To: Martinez, Gumaro <gmartinez@waxahachie.com>; Campos, Yadira <ycampos@waxahachie.com>; Barnes, Bradley <bradley.barnes@waxahachie.com>; Building & Community Services <bcservices@waxahachie.com>; Me'Lony Jordan <mjordan@waxahachie.com>; Ricky Boyd <rboyd@waxahachiefire.org>; Wade Goolsbey <wgoolsby@waxahachiepd.org>
Cc: Lawrence, Albert <alawrence@waxahachie.com>; Scott, Michael <msscott@waxahachie.com>; Crocker, Clarice <ccrocker@waxahachie.com>; Villarreal, Amber <avillarreal@waxahachie.com>
Subject: Event Application - Rainbow Room Fun Run

Please reply with any comments you may have. Thank you.

Applicant's comments:

We are beginning at the start marker of the trail on the sidewalk. The 5k will go the 1.5 mile marker and the one-mile will go to the .5 mile marker. The runners will only be on the trail sidewalk. I will have volunteers to guide the runners to turn around.

We will most likely be done before noon. But I scheduled it to then to be safe.

We will have one or two small canopies set up across the road from the start - if the weather is rainy.

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

(5f)

Bonner, Jami

From: Wade Goolsby <wgoolsby@waxahachiepd.org>
Sent: Monday, March 14, 2022 9:05 AM
To: Bonner, Jami
Subject: RE: Event Application - Rainbow Room Fun Run

I don't have any issues with it.

Wade G. Goolsby
Chief of Police
Waxahachie Police Department
469-309-4411

H.E.A.R.T

Honor Ethics Accountability Respect Transparency

From: Bonner, Jami <jami.bonner@waxahachie.com>
Sent: Friday, March 11, 2022 3:23 PM
To: Martinez, Gumaro <gmartinez@waxahachie.com>; Campos, Yadira <ycampos@waxahachie.com>; Barnes, Bradley <bradley.barnes@waxahachie.com>; Building & Community Services <bcservices@waxahachie.com>; Me'Lony Jordan <mjordan@waxahachie.com>; Boyd, Ricky <RBoyd@waxahachiefire.org>; Wade Goolsby <wgoolsby@waxahachiepd.org>
Cc: Lawrence, Albert <alawrence@waxahachie.com>; Scott, Michael <msscott@waxahachie.com>; Crocker, Clarice <ccrocker@waxahachie.com>; Villarreal, Amber <avillarreal@waxahachie.com>
Subject: Event Application - Rainbow Room Fun Run

Please reply with any comments you may have. Thank you.

Applicant's comments:

We are beginning at the start marker of the trail on the sidewalk. The 5k will go the 1.5 mile marker and the one-mile will go to the .5 mile marker. The runners will only be on the trail sidewalk. I will have volunteers to guide the runners to turn around.

We will most likely be done before noon. But I scheduled it to then to be safe.

We will have one or two small canopies set up across the road from the start - if the weather is rainy.

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

(5F)

Bonner, Jami

From: Boyd, Ricky <RBoyd@waxahachiefire.org>
Sent: Friday, March 11, 2022 4:11 PM
To: Bonner, Jami
Subject: RE: Event Application - Rainbow Room Fun Run

I have no concerns with this request.

Ricky Boyd, Fire Chief

Waxahachie Fire-Rescue
214-463-9335

From: Bonner, Jami [mailto:jami.bonner@waxahachie.com]
Sent: Friday, March 11, 2022 3:23 PM
To: Martinez, Gumaro <gmartinez@waxahachie.com>; Campos, Yadira <ycampos@waxahachie.com>; Barnes, Bradley <bradley.barnes@waxahachie.com>; Building & Community Services <bcservices@waxahachie.com>; Me'Lony Jordan <mjordan@waxahachie.com>; Boyd, Ricky <RBoyd@waxahachiefire.org>; Wade Goolsbey <wgoolsby@waxahachiepd.org>
Cc: Lawrence, Albert <alawrence@waxahachie.com>; Scott, Michael <msscott@waxahachie.com>; Crocker, Clarice <ccrocker@waxahachie.com>; Villarreal, Amber <avillarreal@waxahachie.com>
Subject: Event Application - Rainbow Room Fun Run

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

Please reply with any comments you may have. Thank you.

Applicant's comments:

We are beginning at the start marker of the trail on the sidewalk. The 5k will go the 1.5 mile marker and the one-mile will go to the .5 mile marker. The runners will only be on the trail sidewalk. I will have volunteers to guide the runners to turn around.

We will most likely be done before noon. But I scheduled it to then to be safe.

We will have one or two small canopies set up across the road from the start - if the weather is rainy.

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

(59)



Application for a Festival or Event Permit

Event Name and Description: Strut Your Mutt 1 and 2 mile Fun Walk
200 dogs and their people enjoy a fun walk, food and a
"Bow Wow Bazaar," booths with pet related giveaways.

Applicant Information

Name: Jan Scoggins

Address: 2400 Lone Star Drive

City, State, Zip: Dallas, TX 75212 Phone: 972-249-6717

E-mail Address: jscoggins@spca.org

Organization Information

Organization Name: SPCA of Texas

Address: 2400 Lone Star Drive, Dallas TX 75212

Authorized Head of Organization: Karen Froehlich

Phone: 214-461-1824 E-mail Address: kfroehlich@spca.org

Event Chairperson/Contact

Name: TBD

Address: _____

City, State, Zip: _____ Phone: _____

E-mail Address: _____

Event Information

Event Location/Address: Getzender Park - 400 S. Grand Ave.,
Purpose: Raise funds for the SPCA of Texas* Waxahachie TX 75165

Event Start Date and Time: 5-13-23 / 9am

Event End Date and Time: 5-13-23 / 2pm

Revised 3-16-2021

* Funds go to our Animal Cruelty Investigations Program/Services
This is the Race To End Animal Cruelty.

(59)

Approximate Number of Persons Attending Event Per Day: 200

Site Preparation and Set-Up Date and Time: 5-13-23 7am

Clean-Up Completion Date and Time: 5-13-23 2pm

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

Vendor Booths and food trucks

Requested City Services: Access to water source & electricity

Will food and/or beverages be available and/or sold? YES/ NO
If yes, contact the City Health Inspector, (469) 309-4134, for permitting requirements and compliance. *Left message*

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

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

Will dumpsters be needed? NO

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

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

I, THE UNDERSIGNED APPLICANT, AGREE TO INDEMNIFY AND HOLD HARMLESS THE CITY OF WAXAHACHIE, ITS OFFICERS, EMPLOYEES, AGENTS, AND REPRESENTATIVES AGAINST ALL CLAIMS OF LIABILITY AND CAUSES OF ACTION RESULTING FROM INJURY OR DAMAGE TO PERSONS OR PROPERTY ARISING OUT OF THE SPECIAL EVENT. DUE TO COVID-19, I ALSO UNDERSTAND APPROVAL OF MY EVENT IS SUBJECT TO THE THEN CURRENT NECESSARY PRECAUTIONS RESULTING FROM COVID CASE TRENDS AS WELL AS ANY CHANGE IN ACCORDANCE WITH FEDERAL, STATE, OR LOCAL ORDERS.

E. J. Stiggins 3-10-22
Signature of Applicant Date

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



STAGE

VENDOR BOOTHS

FOOD TRUCKS

REGISTRATION

Maxahachie Creek
Getzendaner Memorial Park
Maxahachie Creek Hills & Bike Trail

W Main

Getzendaner Memorial Park

Google

Imagery ©2022 Maxar Technologies, U.S. Geological Survey, Map data ©2022 United States Terms Privacy Send feedback 50 ft

(59)

Bonner, Jami

From: Martinez, Gumaro
Sent: Friday, March 11, 2022 11:22 AM
To: Bonner, Jami; Building & Community Services; Me'Lony Jordan; Barnes, Bradley; Campos, Yadira; Brooks, Shon; Griffith, Thomas
Cc: Scott, Michael; Lawrence, Albert; Crocker, Clarice; Villarreal, Amber
Subject: RE: Event Application - Strut Your Mutt Fun Walk

We have electrical service boxes throughout the park, they will need to bring extensions.

As for the water, we have water spigots on several water fountains around the park but the locations may not be next to their site layout.

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

From: Bonner, Jami
Sent: Thursday, March 10, 2022 12:57 PM
To: Building & Community Services <bcservices@waxahachie.com>; Me'Lony Jordan <mjordan@waxahachie.com>; Martinez, Gumaro <gmartinez@waxahachie.com>; Barnes, Bradley <bradley.barnes@waxahachie.com>; Campos, Yadira <ycampos@waxahachie.com>; Brooks, Shon <sbrooks@waxahachie.com>; Griffith, Thomas <john.griffith@waxahachie.com>
Cc: Scott, Michael <mscott@waxahachie.com>; Lawrence, Albert <alawrence@waxahachie.com>; Crocker, Clarice <ccrocker@waxahachie.com>; Villarreal, Amber <avillarreal@waxahachie.com>
Subject: Event Application - Strut Your Mutt Fun Walk

For your review / comments. Thank you.

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

(5h)



Application for a Festival or Event Permit

Event Name and Description: Downtown Jamboree: A free live music event featuring Gary Fox and Fox Country. Admission is free, with donations accepted benefiting the Moral Courage Foundation's Scholarship Fund.

Applicant Information

Name: Paul O'Rear
Address: 2471 Brown Street
City, State, Zip: Waxahachie, TX 75165 Phone: 972-896-7839
E-mail Address: _____

Organization Information

Organization Name: Moral Courage Foundation
Address: P.O. Box 585, Waxahachie, TX 75168
Authorized Head of Organization: Paul O'Rear
Phone: 972-896-7839 E-mail Address: _____

Event Chairperson/Contact

Name: Paul O'Rear
Address: 2471 Brown Street
City, State, Zip: Waxahachie, TX 75165 Phone: 972-896-7839
E-mail Address: _____

Event Information

Event Location/Address: Railyard Park, 455 S College St, Waxahachie, TX 75165-8790
Purpose: Free concert; donations accepted benefiting Moral Courage scholarships.
Event Start Date and Time: Saturday, July 9, 2022 @ 6:30 PM
Event End Date and Time: Saturday, July 9, 2022 @ 8:30 PM

(5h)

Approximate Number of Persons Attending Event Per Day: 100-150

Site Preparation and Set-Up Date and Time: Saturday, July 9, 2022 @ 5:00 PM

Clean-Up Completion Date and Time: Saturday, July 9, 2022 @ 9:00 PM

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

No additional activities.

Requested City Services: None

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

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

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

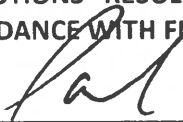
If yes, will the event be in the Historic Overlay District? **YES/NO**

Will dumpsters be needed? No

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

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

I, THE UNDERSIGNED APPLICANT, AGREE TO INDEMNIFY AND HOLD HARMLESS THE CITY OF WAXAHACHIE, ITS OFFICERS, EMPLOYEES, AGENTS, AND REPRESENTATIVES AGAINST ALL CLAIMS OF LIABILITY AND CAUSES OF ACTION RESULTING FROM INJURY OR DAMAGE TO PERSONS OR PROPERTY ARISING OUT OF THE SPECIAL EVENT. DUE TO COVID-19, I ALSO UNDERSTAND APPROVAL OF MY EVENT IS SUBJECT TO THE THEN CURRENT NECESSARY PRECAUTIONS RESULTING FROM COVID CASE TRENDS AS WELL AS ANY CHANGE IN ACCORDANCE WITH FEDERAL, STATE, OR LOCAL ORDERS.


Signature of Applicant

2/21/2022
Date

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

(5th)

RAILYARD

PARK

RESERVATION REQUEST

NAME OF RESERVING PARTY: Moral Courage Foundation
INDIVIDUAL MAKING RESERVATION: Paul O'Rear
ADDRESS: 2471 Brown St.
TELEPHONE NUMBER: 972-896-7839
EMAIL ADDRESS: _____

TYPE OF EVENT: Concert (live music)
DATE(S) OF EVENT: Saturday, July 9, 2020
TIME OF EVENT: 6:30 to 8:30 PM
COST TO ATTEND: Free
ARRIVING TO SET-UP AT 5:00 PM A.M. / P.M. LOAD-OUT AT 9:00 PM A.M. / P.M.

BRIEF DESCRIPTION OF THE EVENT:
Downtown Jamboree: A free live music event featuring Gary Fox and Fox Country. Admission is free, with donations accepted benefiting the Moral Courage Foundation's Scholarship Fund.

PARKING

Please communicate to everyone in your party to park at the new **Downtown Parking** lot on the corner of **Rogers St. and Cantrell St.** (entrance on Cantrell.) Heading south on Rogers St. from City Hall, you will pass the park, and the lot will be on your right. Then take the short, scenic walk on the historic Rogers Street Bridge, cross the street and you are there! **No parking in front of or beside Boyce Feed and Grain or in the Fresh Coffee parking lot.**

IMPORTANT DETAILS

Will the reserving party need access to the stage power? Yes No

All sound and light production needs are the sole responsibility of the reserving party. PHO (initial)

All promotion and marketing are the sole responsibility of the reserving party. PHO (initial)

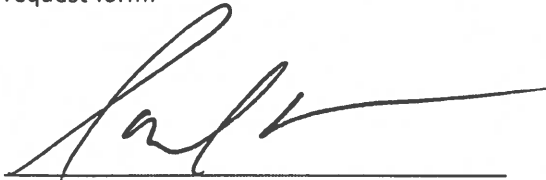
(54)

All unloading/loading will take place at street level, then vehicles will be moved to a parking space and not left on College St. PHO (initial)

There is currently 1 portable restroom at the park. Restrooms at Fresh Market Coffee and Boyce Feed and Grain are for their customers only. If you anticipate 200 or more people in attendance, or your event is longer than 3 hours, the reserving party will need to order additional restrooms. We can provide vendor names if you like. Do you understand additional restrooms are the responsibility of the reserving party? Yes No

Do not put any items in the Fresh Coffee or Boyce Feed dumpsters during or following the event. Anything from your event that does not fit in the provided polycarts at the park needs to be taken with you.

Sign below to acknowledge you have read and understand the information included in this reservation request form.



APPLICANT SIGNATURE

~~February 9, 2022~~ 2/21/2022
DATE

(5W)

Bonner, Jami

From: Wade Goolsby <wgoolsby@waxahachiepd.org>
Sent: Friday, February 25, 2022 4:34 PM
To: Bonner, Jami; Ricky Boyd; Martinez, Gumaro; Gaertner, James; Griffith, Thomas; Skistimas, Kelly; Mosley, Laurie; Brooks, Shon
Cc: Scott, Michael; Lawrence, Albert; Crocker, Clarice; Villarreal, Amber
Subject: RE: Event Application - July 9 - Moral Courage Foundation at Railyard Park

I don't have any issues with it.

Wade G. Goolsby
Chief of Police
Waxahachie Police Department
469-309-4411

H.E.A.R.T

Honor Ethics Accountability Respect Transparency

From: Bonner, Jami <jami.bonner@waxahachie.com>
Sent: Friday, February 25, 2022 4:21 PM
To: Wade Goolsby <wgoolsby@waxahachiepd.org>; Boyd, Ricky <RBoyd@waxahachiefire.org>; Martinez, Gumaro <gmartinez@waxahachie.com>; Gaertner, James <jgaertner@waxahachie.com>; Griffith, Thomas <john.griffith@waxahachie.com>; Skistimas, Kelly <kelly.skistimas@waxahachie.com>; Mosley, Laurie <lmosley@waxahachiecvb.com>; Brooks, Shon <sbrooks@waxahachie.com>
Cc: Scott, Michael <msscott@waxahachie.com>; Lawrence, Albert <alawrence@waxahachie.com>; Crocker, Clarice <ccrocker@waxahachie.com>; Villarreal, Amber <avillarreal@waxahachie.com>
Subject: Event Application - July 9 - Moral Courage Foundation at Railyard Park

For your review/comments. Thank you.

From: Skistimas, Kelly <kelly.skistimas@waxahachie.com>
Sent: Friday, February 25, 2022 3:37 PM
To: Villarreal, Amber <avillarreal@waxahachie.com>; Bonner, Jami <jami.bonner@waxahachie.com>
Subject: Event Application - July 9 - Moral Courage Foundation at Railyard Park

Hi Amber,

Please see event application attached. This is a small event – about 150 people – and no street closures or extra restrooms are needed.

Event: Moral Courage Concert and Fundraiser
Date: July 9
Location: Railyard Park

Kelly Skistimas
Cultural Arts and Programming Manager

(5h)

Bonner, Jami

From: Gaertner, James
Sent: Friday, February 25, 2022 4:29 PM
To: Bonner, Jami; Wade Goolsbey; Ricky Boyd; Martinez, Gumaro; Griffith, Thomas; Skistimas, Kelly; Mosley, Laurie; Brooks, Shon
Cc: Scott, Michael; Lawrence, Albert; Crocker, Clarice; Villarreal, Amber
Subject: RE: Event Application - July 9 - Moral Courage Foundation at Railyard Park

Jami,

I don't have any comments.

Thanks,

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

From: Bonner, Jami <jami.bonner@waxahachie.com>
Sent: Friday, February 25, 2022 4:21 PM
To: Wade Goolsbey <wgoalsby@waxahachiepd.org>; Ricky Boyd <rboyd@waxahachiefire.org>; Martinez, Gumaro <gmartinez@waxahachie.com>; Gaertner, James <jgaertner@waxahachie.com>; Griffith, Thomas <john.griffith@waxahachie.com>; Skistimas, Kelly <kelly.skistimas@waxahachie.com>; Mosley, Laurie <lmosley@waxahachiecvb.com>; Brooks, Shon <sbrooks@waxahachie.com>
Cc: Scott, Michael <mscott@waxahachie.com>; Lawrence, Albert <alawrence@waxahachie.com>; Crocker, Clarice <ccrocker@waxahachie.com>; Villarreal, Amber <avillarreal@waxahachie.com>
Subject: Event Application - July 9 - Moral Courage Foundation at Railyard Park

For your review/comments. Thank you.

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To: Villarreal, Amber <avillarreal@waxahachie.com>; Bonner, Jami <jami.bonner@waxahachie.com>
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Hi Amber,

Please see event application attached. This is a small event – about 150 people – and no street closures or extra restrooms are needed.

Event: Moral Courage Concert and Fundraiser
Date: July 9
Location: Railyard Park

Kelly Skistimas
Cultural Arts and Programming Manager
City of Waxahachie
Office: 469.309.4051

(54)

Bonner, Jami

From: Mosley, Laurie
Sent: Friday, February 25, 2022 4:40 PM
To: Bonner, Jami
Subject: RE: Event Application - July 9 - Moral Courage Foundation at Railyard Park

I see no concerns with the event 😊.

Thank you!

Laurie Mosley, CTE
Director
Waxahachie Convention & Visitors Bureau
2000 Civic Center Lane
Waxahachie, TX 75165
Office: 469-309-4046

From: Bonner, Jami <jami.bonner@waxahachie.com>
Sent: Friday, February 25, 2022 4:21 PM
To: Wade Goolsbey <wgoolsby@waxahachiepd.org>; Ricky Boyd <rboyd@waxahachiefire.org>; Martinez, Gumaro <gmartinez@waxahachie.com>; Gaertner, James <jgaertner@waxahachie.com>; Griffith, Thomas <john.griffith@waxahachie.com>; Skistimas, Kelly <kelly.skistimas@waxahachie.com>; Mosley, Laurie <lmosley@waxahachiecvb.com>; Brooks, Shon <sbrooks@waxahachie.com>
Cc: Scott, Michael <msscott@waxahachie.com>; Lawrence, Albert <alawrence@waxahachie.com>; Crocker, Clarice <ccrocker@waxahachie.com>; Villarreal, Amber <avillarreal@waxahachie.com>
Subject: Event Application - July 9 - Moral Courage Foundation at Railyard Park

For your review/comments. Thank you.

From: Skistimas, Kelly <kelly.skistimas@waxahachie.com>
Sent: Friday, February 25, 2022 3:37 PM
To: Villarreal, Amber <avillarreal@waxahachie.com>; Bonner, Jami <jami.bonner@waxahachie.com>
Subject: Event Application - July 9 - Moral Courage Foundation at Railyard Park

Hi Amber,
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Event: Moral Courage Concert and Fundraiser
Date: July 9
Location: Railyard Park

Kelly Skistimas
Cultural Arts and Programming Manager
City of Waxahachie
Office: 469.309.4051

(5h)

Bonner, Jami

From: Boyd, Ricky <RBoyd@waxahachiefire.org>
Sent: Friday, February 25, 2022 4:48 PM
To: Bonner, Jami
Cc: Wade Goolsbey; Martinez, Gumaro; Gaertner, James; Griffith, Thomas; Skistimas, Kelly; Mosley, Laurie; Brooks, Shon; Scott, Michael; Lawrence, Albert; Crocker, Clarice; Villarreal, Amber
Subject: Re: Event Application - July 9 - Moral Courage Foundation at Railyard Park
Attachments: image001.png; EA2022.07.09 Downtown Jamboree.pdf

I have no concerns with this request.

Sent from my iPhone

On Feb 25, 2022, at 16:25, Bonner, Jami <jami.bonner@waxahachie.com> wrote:

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

For your review/comments. Thank you.

From: Skistimas, Kelly <kelly.skistimas@waxahachie.com>
Sent: Friday, February 25, 2022 3:37 PM
To: Villarreal, Amber <avillarreal@waxahachie.com>; Bonner, Jami <jami.bonner@waxahachie.com>
Subject: Event Application - July 9 - Moral Courage Foundation at Railyard Park

Hi Amber,

Please see event application attached. This is a small event – about 150 people – and no street closures or extra restrooms are needed.

Event: Moral Courage Concert and Fundraiser

Date: July 9

Location: Railyard Park

Kelly Skistimas
Cultural Arts and Programming Manager
City of Waxahachie
Office: 469.309.4051
Cell: 214.463.7815

(5n)

Bonner, Jami

From: Martinez, Gumaro
Sent: Monday, March 7, 2022 7:48 PM
To: Bonner, Jami; Griffith, Thomas
Subject: Re: Event Application - July 9 - Moral Courage Foundation at Railyard Park

No comments for this event

Sent via the Samsung Galaxy S8, an AT&T 4G LTE smartphone
Get [Outlook for Android](#)

From: Bonner, Jami <jami.bonner@waxahachie.com>
Sent: Monday, March 7, 2022 4:43:07 PM
To: Martinez, Gumaro <gmartinez@waxahachie.com>; Griffith, Thomas <john.griffith@waxahachie.com>
Subject: FW: Event Application - July 9 - Moral Courage Foundation at Railyard Park

Friendly reminder: please let me know if you have any comments in regards to the attached event application.
Thank you.

From: Bonner, Jami
Sent: Friday, February 25, 2022 4:21 PM
To: Wade Goolsbey <wgoolsby@waxahachiepd.org>; Ricky Boyd <rboyd@waxahachiefire.org>; Martinez, Gumaro <gmartinez@waxahachie.com>; Gaertner, James <jgaertner@waxahachie.com>; Griffith, Thomas <john.griffith@waxahachie.com>; Skistimas, Kelly <kelly.skistimas@waxahachie.com>; Mosley, Laurie <lmosley@waxahachiecvb.com>; Brooks, Shon <sbrooks@waxahachie.com>
Cc: Scott, Michael <msscott@waxahachie.com>; Lawrence, Albert <alawrence@waxahachie.com>; Crocker, Clarice <ccrocker@waxahachie.com>; Villarreal, Amber <avillarreal@waxahachie.com>
Subject: Event Application - July 9 - Moral Courage Foundation at Railyard Park

For your review/comments. Thank you.

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Sent: Friday, February 25, 2022 3:37 PM
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Subject: Event Application - July 9 - Moral Courage Foundation at Railyard Park

Hi Amber,
Please see event application attached. This is a small event – about 150 people – and no street closures or extra restrooms are needed.

Event: Moral Courage Concert and Fundraiser
Date: July 9
Location: Railyard Park

Kelly Skistimas
Cultural Arts and Programming Manager
City of Waxahachie
Office: 469.309.4051



(51)

Application for a Festival or Event Permit

Event Name and Description: BIG AL'S Down the Hatch
5 Year Anniversary Party

Applicant Information

Name: AL MACIK
Address: 200 S. Rogers St. #3
City, State, Zip: WAX TX 75165 Phone: 214 980-1120
E-mail Address: _____

Organization Information

Organization Name: _____
Address: _____
Authorized Head of Organization: _____
Phone: _____ E-mail Address: _____

Event Chairperson/Contact

Name: AL MACIK
Address: SAME
City, State, Zip: _____ Phone: _____
E-mail Address: _____

Event Information

Event Location/Address: RAILYARD PARK
Purpose: BAND + FOOTBALL watching
Event Start Date and Time: OCT 8 ~~11AM~~ 11AM -
Event End Date and Time: 11pm

Approximate Number of Persons Attending Event Per Day: (50) 500

Site Preparation and Set-Up Date and Time: 11:00 AM Oct 8

Clean-Up Completion Date and Time: 12A Oct 9

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

BIG AL FOOD TRUCK, BIG AL MERCH TABLE
BIG AL BAR TRAILER,

Requested City Services: SET UP + TEAR DOWN + TRASH

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

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

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

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

Will dumpsters be needed? Yes

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

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

I, THE UNDERSIGNED APPLICANT, AGREE TO INDEMNIFY AND HOLD HARMLESS THE CITY OF WAXAHACHIE, ITS OFFICERS, EMPLOYEES, AGENTS, AND REPRESENTATIVES AGAINST ALL CLAIMS OF LIABILITY AND CAUSES OF ACTION RESULTING FROM INJURY OR DAMAGE TO PERSONS OR PROPERTY ARISING OUT OF THE SPECIAL EVENT. DUE TO COVID-19, I ALSO UNDERSTAND APPROVAL OF MY EVENT IS SUBJECT TO THE THEN CURRENT NECESSARY PRECAUTIONS RESULTING FROM COVID CASE TRENDS AS WELL AS ANY CHANGE IN ACCORDANCE WITH FEDERAL, STATE, OR LOCAL ORDERS.

[Signature]

2-7-22

Signature of Applicant

Date

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

(51)

Bonner, Jami

From: Bonner, Jami
Sent: Monday, February 7, 2022 5:05 PM
To: Martinez, Gumaro; Skistimas, Kelly; Mosley, Laurie; Griffith, Thomas; Brooks, Shon; Campos, Yadira; Simpson, Anita; Wade Goolsbey; Ricky Boyd; Gaertner, James; Massey, Matt; Me'Lony Jordan; Barnes, Bradley
Cc: Villarreal, Amber; Crocker, Clarice; Scott, Michael; Lawrence, Albert
Subject: Event Application - Big Al's Down the Hatch 5yr Anniversary Party - Railyard Park - 10.8.22
Attachments: EA2022.10.08 Big Al's Down the Hatch 5 Year Anniversary.pdf

For your review / comments. Thank you.

From: Skistimas, Kelly <kelly.skistimas@waxahachie.com>
Sent: Monday, February 7, 2022 4:43 PM
To: Villarreal, Amber <avillarreal@waxahachie.com>; Bonner, Jami <jami.bonner@waxahachie.com>
Cc: al mack
Subject: Event Application - Big Al's Down the Hatch 5yr Anniversary Party - Railyard Park - 10.8.22

Hi Amber and Jami,

Please see attached event application from Big Al Mack. He is copied here.

Date: October 8th, 2022
Event: Big Al's Down the Hatch 5 year Anniversary Party
Location: Railyard Park

Street Closure

College St. would need to be closed between Railyard Park and Fresh, starting at Rogers St. continuing around to the crosswalk before Boyce Feed and Grain's driveway.

Kelly Skistimas
Cultural Arts and Programming Manager
City of Waxahachie
Office: 469.309.4051
Cell: 214.463.7815



(51)

Bonner, Jami

From: Boyd, Ricky <RBoyd@waxahachiefire.org>
Sent: Monday, February 7, 2022 5:57 PM
To: Bonner, Jami
Subject: Re: Event Application - Big Al's Down the Hatch 5yr Anniversary Party - Railyard Park - 10.8.22
Attachments: image001.png; EA2022.10.08 Big Al's Down the Hatch 5 Year Anniversary.pdf

I have no concerns.

Sent from my iPhone

On Feb 7, 2022, at 17:06, Bonner, Jami <jami.bonner@waxahachie.com> wrote:

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

For your review / comments. Thank you.

From: Skistimas, Kelly <kelly.skistimas@waxahachie.com>
Sent: Monday, February 7, 2022 4:43 PM
To: Villarreal, Amber <avillarreal@waxahachie.com>; Bonner, Jami <jami.bonner@waxahachie.com>
Cc: al mack
Subject: Event Application - Big Al's Down the Hatch 5yr Anniversary Party - Railyard Park - 10.8.22

Hi Amber and Jami,

Please see attached event application from Big Al Mack. He is copied here.

Date: October 8th, 2022
Event: Big Al's Down the Hatch 5 year Anniversary Party
Location: Railyard Park

Street Closure

College St. would need to be closed between Railyard Park and Fresh, starting at Rogers St. continuing around to the crosswalk before Boyce Feed and Grain's driveway.

Kelly Skistimas
Cultural Arts and Programming Manager
City of Waxahachie
Office: 469.309.4051
Cell: 214.463.7815

(5i)

Bonner, Jami

From: Gaertner, James
Sent: Monday, February 7, 2022 5:41 PM
To: Bonner, Jami; Martinez, Gumaro; Skistimas, Kelly; Mosley, Laurie; Griffith, Thomas; Brooks, Shon; Campos, Yadira; Simpson, Anita; Wade Goolsbey; Ricky Boyd; Massey, Matt; Me'Lony Jordan; Barnes, Bradley
Cc: Villarreal, Amber; Crocker, Clarice; Scott, Michael; Lawrence, Albert
Subject: RE: Event Application - Big Al's Down the Hatch 5yr Anniversary Party - Railyard Park - 10.8.22

Jami,

If they are having food trucks, then they should plan to close that portion of College Street by the Amphitheater. Rogers Street should be open, so it should not be an issue to close that portion of the street for this event.

Please let us know if they need cones/traffic control devices.

Otherwise, I don't have additional comments.

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

From: Bonner, Jami <jami.bonner@waxahachie.com>
Sent: Monday, February 7, 2022 5:05 PM
To: Martinez, Gumaro <gmartinez@waxahachie.com>; Skistimas, Kelly <kelly.skistimas@waxahachie.com>; Mosley, Laurie <lmosley@waxahachiecvb.com>; Griffith, Thomas <john.griffith@waxahachie.com>; Brooks, Shon <sbrooks@waxahachie.com>; Campos, Yadira <ycampos@waxahachie.com>; Simpson, Anita <asimpson@waxahachie.com>; Wade Goolsbey <wgoolsby@waxahachiepd.org>; Ricky Boyd <rboyd@waxahachiefire.org>; Gaertner, James <jgaertner@waxahachie.com>; Massey, Matt <mmassey@waxahachie.com>; Me'Lony Jordan <mjordan@waxahachie.com>; Barnes, Bradley <bradley.barnes@waxahachie.com>
Cc: Villarreal, Amber <avillarreal@waxahachie.com>; Crocker, Clarice <ccrocker@waxahachie.com>; Scott, Michael <msscott@waxahachie.com>; Lawrence, Albert <alawrence@waxahachie.com>
Subject: Event Application - Big Al's Down the Hatch 5yr Anniversary Party - Railyard Park - 10.8.22

For your review / comments. Thank you.

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Sent: Monday, February 7, 2022 4:43 PM
To: Villarreal, Amber <avillarreal@waxahachie.com>; Bonner, Jami <jami.bonner@waxahachie.com>
Cc: al mack
Subject: Event Application - Big Al's Down the Hatch 5yr Anniversary Party - Railyard Park - 10.8.22

Hi Amber and Jami,

Please see attached event application from Big Al Mack. He is copied here.

(5i)

Bonner, Jami

From: Mosley, Laurie
Sent: Tuesday, February 8, 2022 4:25 PM
To: Bonner, Jami
Subject: RE: Event Application - Big Al's Down the Hatch 5yr Anniversary Party - Railyard Park - 10.8.22

I have no problem with this event. It will actually package nicely as excitement for the Stampede of Speed event.

Thanks!

Laurie Mosley, CTE
Director
Waxahachie Convention & Visitors Bureau
2000 Civic Center Lane
Waxahachie, TX 75165
Office: 469-309-4046

From: Bonner, Jami <jami.bonner@waxahachie.com>
Sent: Monday, February 7, 2022 5:05 PM
To: Martinez, Gumaro <gmartinez@waxahachie.com>; Skistimas, Kelly <kelly.skistimas@waxahachie.com>; Mosley, Laurie <lmosley@waxahachiecvb.com>; Griffith, Thomas <john.griffith@waxahachie.com>; Brooks, Shon <sbrooks@waxahachie.com>; Campos, Yadira <ycampos@waxahachie.com>; Simpson, Anita <asimpson@waxahachie.com>; Wade Goolsbey <wgoolsby@waxahachiepd.org>; Ricky Boyd <rboyd@waxahachiefire.org>; Gaertner, James <jgaertner@waxahachie.com>; Massey, Matt <mmassey@waxahachie.com>; Me'Lony Jordan <mjordan@waxahachie.com>; Barnes, Bradley <bradley.barnes@waxahachie.com>
Cc: Villarreal, Amber <avillarreal@waxahachie.com>; Crocker, Clarice <ccrocker@waxahachie.com>; Scott, Michael <mscott@waxahachie.com>; Lawrence, Albert <alawrence@waxahachie.com>
Subject: Event Application - Big Al's Down the Hatch 5yr Anniversary Party - Railyard Park - 10.8.22

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To: Villarreal, Amber <avillarreal@waxahachie.com>; Bonner, Jami <jami.bonner@waxahachie.com>
Cc: al mack
Subject: Event Application - Big Al's Down the Hatch 5yr Anniversary Party - Railyard Park - 10.8.22

Hi Amber and Jami,

Please see attached event application from Big Al Mack. He is copied here.

Date: October 8th, 2022
Event: Big Al's Down the Hatch 5 year Anniversary Party
Location: Railyard Park

(51)

Bonner, Jami

From: Wade Goolsby <wgoalsby@waxahachiepd.org>
Sent: Tuesday, February 15, 2022 10:12 AM
To: Bonner, Jami
Subject: RE: Event Application - Big Al's Down the Hatch 5yr Anniversary Party - Railyard Park - 10.8.22

Jami,

I don't know if I ever responded to this. I guess the first question is about the street closure. Then, if he is having a "bar trailer" that sounds to me like he will be selling alcohol and we just had a discussion recently about alcohol in the park, the historical overlay, etc.. So, the first question I have is whether this event application is still being considered due to the street closure, and then, if it is, we need to address the alcohol in the park.

Thanks,

Wade G. Goolsby
Chief of Police
Waxahachie Police Department

From: Bonner, Jami <jami.bonner@waxahachie.com>
Sent: Monday, February 7, 2022 5:05 PM
To: Martinez, Gumaro <gmartinez@waxahachie.com>; Skistimas, Kelly <kelly.skistimas@waxahachie.com>; Mosley, Laurie <lmosley@waxahachiecvb.com>; Griffith, Thomas <john.griffith@waxahachie.com>; Brooks, Shon <sbrooks@waxahachie.com>; Campos, Yadira <ycampos@waxahachie.com>; Simpson, Anita <asimpson@waxahachie.com>; Wade Goolsby <wgoalsby@waxahachiepd.org>; Boyd, Ricky <RBoyd@waxahachiefire.org>; Gaertner, James <jgaertner@waxahachie.com>; Massey, Matt <mmassey@waxahachie.com>; Me'Lony Jordan <mjordan@waxahachie.com>; Barnes, Bradley <bradley.barnes@waxahachie.com>
Cc: Villarreal, Amber <avillarreal@waxahachie.com>; Crocker, Clarice <ccrocker@waxahachie.com>; Scott, Michael <msscott@waxahachie.com>; Lawrence, Albert <alawrence@waxahachie.com>
Subject: Event Application - Big Al's Down the Hatch 5yr Anniversary Party - Railyard Park - 10.8.22

For your review / comments. Thank you.

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Subject: Event Application - Big Al's Down the Hatch 5yr Anniversary Party - Railyard Park - 10.8.22

Hi Amber and Jami,

Please see attached event application from Big Al Mack. He is copied here.

Date: October 8th, 2022

Event: Big Al's Down the Hatch 5 year Anniversary Party

(5i)

Bonner, Jami

From: Martinez, Gumaro
Sent: Wednesday, March 2, 2022 8:51 PM
To: Bonner, Jami; Griffith, Thomas; Brooks, Shon; Campos, Yadira; Barnes, Bradley
Cc: Scott, Michael; Lawrence, Albert
Subject: Re: Event Application - Big Al's Down the Hatch 5yr Anniversary Party - Railyard Park - 10.8.22

I would suggest getting at least two additional portable restrooms with that many attendees. Also, closing the section of College St from Rogers to the crosswalk between Fresh and Boyce Feed would be a good idea with that many people.

From: Bonner, Jami <jami.bonner@waxahachie.com>
Sent: Wednesday, March 2, 2022 12:25 PM
To: Martinez, Gumaro <gmartinez@waxahachie.com>; Griffith, Thomas <john.griffith@waxahachie.com>; Brooks, Shon <sbrooks@waxahachie.com>; Campos, Yadira <ycampos@waxahachie.com>; Barnes, Bradley <bradley.barnes@waxahachie.com>
Cc: Scott, Michael <msscott@waxahachie.com>; Lawrence, Albert <alawrence@waxahachie.com>
Subject: RE: Event Application - Big Al's Down the Hatch 5yr Anniversary Party - Railyard Park - 10.8.22

Friendly reminder. Please provide any comments you may have for the application attached. Thank you.

From: Bonner, Jami
Sent: Monday, February 7, 2022 5:05 PM
To: Martinez, Gumaro <gmartinez@waxahachie.com>; Skistimas, Kelly <kelly.skistimas@waxahachie.com>; Mosley, Laurie <lmosley@waxahachiecvb.com>; Griffith, Thomas <john.griffith@waxahachie.com>; Brooks, Shon <sbrooks@waxahachie.com>; Campos, Yadira <ycampos@waxahachie.com>; Simpson, Anita <asimpson@waxahachie.com>; Wade Goolsbey <wgoolsby@waxahachiepd.org>; Ricky Boyd <rboyd@waxahachiefire.org>; Gaertner, James <jgaertner@waxahachie.com>; Massey, Matt <mmassey@waxahachie.com>; Me'Lony Jordan <mjordan@waxahachie.com>; Barnes, Bradley <bradley.barnes@waxahachie.com>
Cc: Villarreal, Amber <avillarreal@waxahachie.com>; Crocker, Clarice <ccrocker@waxahachie.com>; Scott, Michael <msscott@waxahachie.com>; Lawrence, Albert <alawrence@waxahachie.com>
Subject: Event Application - Big Al's Down the Hatch 5yr Anniversary Party - Railyard Park - 10.8.22

For your review / comments. Thank you.

From: Skistimas, Kelly <kelly.skistimas@waxahachie.com>
Sent: Monday, February 7, 2022 4:43 PM
To: Villarreal, Amber <avillarreal@waxahachie.com>; Bonner, Jami <jami.bonner@waxahachie.com>
Cc: al mack
Subject: Event Application - Big Al's Down the Hatch 5yr Anniversary Party - Railyard Park - 10.8.22

Hi Amber and Jami,

Please see attached event application from Big Al Mack. He is copied here.



Memorandum

To: Honorable Mayor and City Council
From: Gumaro Martinez, Executive Director of Parks & Leisure Services
Thru: Michael Scott, City Manager
Date: March 17, 2022
Re: Approve Funding for Parking Garage and Farmers Market Improvements

Items Description: Consider funding the improvements for the city parking garage and the Farmers Market.

Item Summary: The city parking garage is now over 10 years old and in need of some upgrades and repairs. The parking garage is an asset for downtown businesses and provides parking availability for the many events held throughout the year. The recommended improvements include upgrading lighting to LED fixtures, a new camera surveillance system, refreshing and updating signage, restriping the parking spaces, and servicing of the A/C units in the IT and elevator room. The cost of the parking garage improvements is \$126,242.89.

Staff Recommendation: Staff recommends approving the \$126,242.89, plus a 10% contingency, for a total of **\$138,867.18** for the parking garage improvements.

Item Summary: The new location for the Farmers Markets has served the vendors and customers well. Last year's season was the best revenue producing season with total sales surpassing the \$250,000 mark. However, there are some much needed improvements that would help with the usability and accessibility to the new location. Staff recommends adding a thermal/moisture barrier to the roof and adding commercial grade ceiling fans to help manage the heat during the summer months. Staff also recommends adding a concrete, two-space handicap parking area with sidewalk connection to the entrances on the building. Additionally, an 8ft-wide sidewalk connection to the new Dog Park sidewalk would provide accessibility to the newly constructed parking lot and existing restrooms. The cost of the Farmers Market improvements is \$97,167.50.

Staff Recommendation: Staff recommends approving the \$97,167.50, plus a 10% contingency, for a total of **\$106,884.25** for the Farmers Market improvements.

(5) + (5K)

Fiscal Impact: The TIRZ fund balance has sufficient capacity to cover the improvements recommended by staff. Please note that funding for the parking garage and Farmers Market improvements were approved by the TIRZ Board on March 16, 2022.

(5L)



Memorandum

To: Honorable Mayor and City Council

From: Ricky Boyd, Fire Chief

Thru: Michael Scott, City Manager

Date: March 10, 2022

Re: Budget Amendment for Vehicle Maintenance (Account # 54340)

Mayor and Council,

Our Vehicle Maintenance Account #54340 is down to less than \$8,000. Truck 3 is in the shop with numerous issues, the most important of which is the steering and suspension systems. The total estimate for these repairs is \$12,072.

Earlier this fiscal year, Truck 3 was involved in an accident for which insurance reimbursed the City \$21,259.61. likewise, Engine 2 was involved in an accident earlier this fiscal year for which insurance reimbursed the City \$3,292.50. Therefore, a total of \$24,552 was deposited into the City's General Fund from these two (2) accidents.

While we have been able to make other repairs without seeking additional funds, we can no longer do so. As such, I hereby respectfully request that a Budget Adjustment of \$24,552 be made to our Vehicle Maintenance Account #100-220-54340 from the City's General Fund.

Respectfully submitted,
Ricky Boyd, Fire Chief



Memorandum

To: Honorable Mayor and City Council
From: Gumaro Martinez, Executive Director Parks & Leisure Services
Thru: Michael Scott, City Manager *MS*
Date: March 18, 2022
Re: Consider Supplemental Appropriation of \$83,600 to Fund Additional Wags-A-Hachie Dog Park Improvements

Item Description: Consider approving a supplemental appropriation of \$83,600 from the Waxahachie Community Development Corporation (WCDC) unrestrictive reserve to fund additional improvements at the Wags-A-Hachie Dog Park. The improvements include additional irrigation, and adding Tex Turf 10 sod.

Item Summary: The WCDC was gracious enough to fund the renovations currently underway at the Wag-A-Hachie Dog Park. Those improvements included a new parking lot, new fencing, new shelters, and other amenities to name a few. As the project comes to its final completion, there are some additional improvements staff feels would be complimentary and beneficial to the recent improvements made at the dog park. The following improvements are recommended by staff:

- Additional irrigation (interior dog park areas, and other common areas) - \$31,000
- Sodding interior dog park and common areas - \$45,000

The total cost of the additional improvements is \$76,000. Staff would also request a contingency of 10%, or \$7,600, to account for any unforeseen expenses. Staff recommends a supplemental appropriation from the WCDC unrestricted reserve totaling \$83,600 for the additional improvements.

Please note that the WCDC Board approved the additional funding on March 18, 2022.

Fiscal Impact: The WCDC unrestricted reserve fund balance for the FY22 budget has sufficient capacity to fund the improvements.

(10)

Planning & Zoning Department

Zoning Staff Report

Case: ZDC-19-2022



MEETING DATE(S)

Planning & Zoning Commission: March 15, 2022

City Council: March 21, 2022

ACTION SINCE INITIAL STAFF REPORT

At the Planning and Zoning Commission meeting, held March 15, 2022, the Commission voted 5-0 to recommend approval of case number ZDC-19-2022, subject to staff comments.

CAPTION

Public Hearing on a request by Robert Fillingim, for a **Specific Use Permit (SUP)** for an **Accessory Structure equal to or greater than 700SF** use within a Planned Development-23-Single Family-1 (PD-23-SF-1) zoning district located at 112 Homestead Ln (Property ID 269663) - Owners: ROBERT & VANESSA FILLINGIM (ZDC-19-2022)

APPLICANT REQUEST

The applicant is requesting to construct a +700 sq. ft. (1,840 sq. ft.) accessory structure to the side and rear of a single family residential lot.

CASE INFORMATION

Applicant: Robert Fillingim

Property Owner(s): Robert Fillingim

Site Acreage: 1.0 acres

Current Zoning: PD-23-SF-1

Requested Zoning: PD-23-SF-1 with a Specific Use Permit (SUP) for an accessory structure equal to or greater than 700 square feet.

SUBJECT PROPERTY

General Location: 112 Homestead Lane

Parcel ID Number(s): 269663

Existing Use: A single family home currently exists on the subject property.

Development History: The subject property is platted as Lot 4, Block A of the Homestead Estates subdivision.

(u)

Adjoining Zoning & Uses:

Direction	Zoning	Current Use
North	PD-23-SF-1	Single Family Residential Home
East	PD-23-SF-1	Single Family Residential Home (Homestead Estates)
South	PD-23-SF-1	Single Family Residential Home (Homestead Estates)
West	PD-23-SF-1	Single Family Residential Home (Homestead Estates)

Future Land Use Plan:

Estate Residential

Comprehensive Plan:

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

Thoroughfare Plan:

The subject property is accessible via Homestead Lane.

Site Image:



PLANNING ANALYSIS

The applicant is proposing to construct a +700 sq. ft. (1,840 sq. ft.) accessory structure to the side and rear of a single family residential lot at 112 Homestead Lane. The Ellis County Appraisal District states that the primary structure on the property is 4,116 square feet. Per the City of Waxahachie Zoning Ordinance, an accessory structure that is equal to or greater than 700 square feet requires a Specific use Permit (SUP) to be approved by City Council.

Proposed Use:

The proposed accessory structure is comprised of 1,200 square feet of fully enclosed space and 640 square feet of partially covered patio space. The applicant is proposing to construct the structure out of exterior metal panels. The structure is intended to be used for the storage of vehicles and equipment, and serve as a workshop space. During site visits, staff noticed that there are other accessory structures in the surrounding area of a similar design and function. Larger comparable accessory structures (2,400 square feet & 3,100 square feet in size) were approved in the vicinity recently at 101 & 125 Homestead Lane respectively. However, the approved accessory structure at 125 Homestead Lane has yet to be constructed.

(U)

The applicant has confirmed to staff that the structure will not be used as a dwelling of any kind and will not be metered, sold, or leased separately from the existing home. The accessory structure will be connected to the exiting driveway with a concrete drive. At the time of this report (March 16, 2022), staff has yet to receive any correspondence from neighbors in the surrounding area regarding this SUP request, in support or opposition.

PUBLIC NOTIFICATIONS

To comply with State law contained in Local Government Code Chapter 211 and the City’s public hearing notice requirements, 9 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.

RECOMMENDATION

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

- Denial
- Approval, as presented.
- Approval, per the following comments:
 1. The accessory structure shall not be used as a dwelling.
 2. The accessory structure shall not be used for commercial purposes.
 3. The accessory structure shall not be leased or sold separately from the primary residence and shall not be separately metered.
 4. The applicant shall obtain a permit from the City of Waxahachie Building Department prior to construction of the accessory structure.

ATTACHED EXHIBITS

1. Ordinance
2. Site Layout Exhibit
3. Site Plan
4. Elevations
5. Staff Report

APPLICANT REQUIREMENTS

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

STAFF CONTACT INFORMATION

Prepared by:
Zack King
Planner
zking@waxahachie.com

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

(7)

ORDINANCE NO. _____

AN ORDINANCE AUTHORIZING A SPECIFIC USE PERMIT (SUP) TO PERMIT AN ACCESSORY STRUCTURE EQUAL TO OR GREATER THAN 700 SQUARE FEET USE WITHIN A PLANNED DEVELOPMENT-23-SINGLE FAMILY-1 (PD-23-SF-1) ZONING DISTRICT, LOCATED 112 HOMESTEAD LANE, BEING PROPERTY ID 269663, IN THE CITY OF WAXAHACHIE, ELLIS COUNTY, TEXAS, BEING LOT 4, BLOCK A IN THE HOMESTEAD ESTATES SUBDIVISION, AND ORDERING THE CHANGING OF THE ZONING MAP THEREOF IN ACCORDANCE WITH SAID CHANGE.

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

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

WHEREAS, the described property is classified in said ordinance and any amendments thereto as PD-23-SF-1; and

WHEREAS, a proper application for an SUP has been made in accordance with the zoning ordinances in the City of Waxahachie and said application has been assigned case number ZDC-19-2022. Said application having been referred to the Planning and Zoning (P&Z) Commission was recommended by the P&Z Commission for approval and the issuance thereof; and

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

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

NOW, THEREFORE, this property is rezoned from PD-23-SF-1 to PD-23-SF-1, with an SUP in order to permit an Accessory Structure Equal to or Greater Than 700 Square Feet use on the following property: Lot 4, Block A of the Homestead Estates subdivision, which is shown on Exhibit A, in accordance with the Site Layout Exhibit attached as Exhibit B, the Site Plan attached as Exhibit C, the Concept Elevations attached as Exhibit D, and the Staff Report attached as Exhibit E.

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.

(7)

Specific Use Permit

FOR OPERATION OF A **SPECIFIC USE PERMIT FOR AN ACCESSORY STRUCTURE EQUAL TO OR GREATER THAN 700 SQUARE FEET USE WITHIN A PLANNED DEVELOPMENT – 23 – SINGLE FAMILY – 1 (PD-23-SF-1) ZONING DISTRICT**; the following standards and conditions are hereby established as part of this ordinance:

1. The site plan shall conform as approved by the City Council under case number ZDC-19-2022.
2. The development shall adhere to the City Council approved Exhibit A – Location Exhibit, Exhibit B- Site Layout Exhibit, Exhibit C – Site Plan, Exhibit D – Concept Elevations, and Exhibit E – Staff Report.
3. The accessory structure shall not be used as a dwelling.
4. The accessory structure shall not be used for commercial purposes.
5. The accessory structure shall not be leased or sold separately from the primary residence and shall not be separately metered.
6. The applicant shall obtain a permit from the City of Waxahachie Building Department prior to construction of the accessory structure.
7. The development shall maintain compliance with all Federal, State and Local regulations; including, but not necessarily limited to, all applicable standards and regulations of the City of Waxahachie Municipal Code and City of Waxahachie Zoning Ordinance.
8. If approved, City Council reserves the right to review the Specific Use Permit at any point in the future, if needed.

Compliance

1. It shall be unlawful for the owner, manager, or any person in charge of a business or other establishment to violate the conditions imposed by the City Council when a Specific Use Permit is granted, and the violation of those conditions could result in a citation being issued by the appropriate enforcement officers of the City of Waxahachie.
2. Furthermore, by this Ordinance, if the premises covered by this Specific Use Permit is vacated and/or ceases to operate for a period exceeding six months (6 months), a new Specific Use Permit shall be required to reestablish the use.

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

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

(7)

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

MAYOR

ATTEST:

City Secretary

(7)




Exhibit A - Location Exhibit



(7)

Exhibit B - Site Layout Exhibit

Site Layout Exhibit ZDC-19-2022

-  Proposed Accessory Structure (1840 sq. ft.)
-  Existing Home (4116 sq. ft.)
-  Property Line

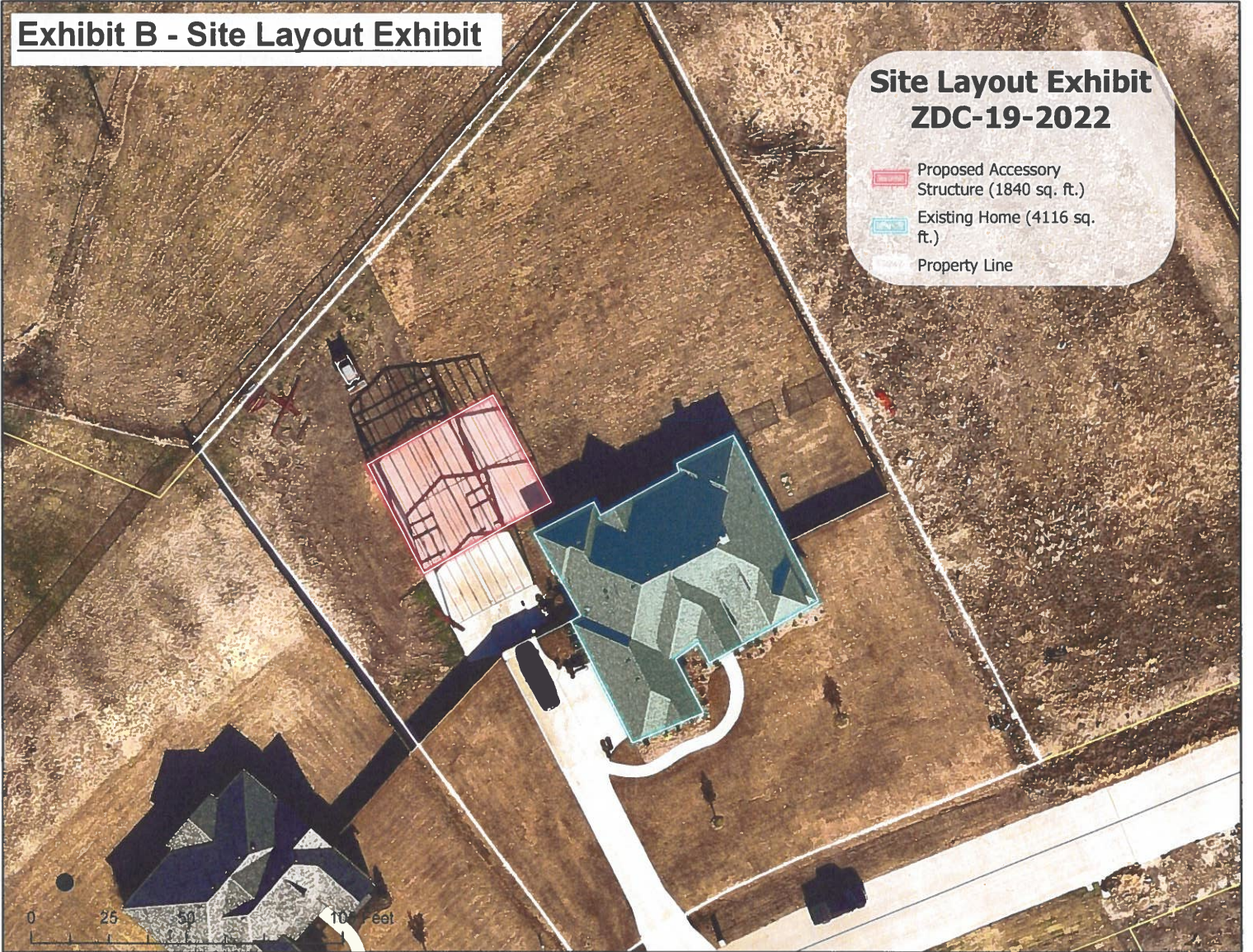


Exhibit C - Site Plan

(1)

Shop Survey V2

FINAL SURVEY

SONS UNDER MY DIRECTION HAVE, THIS DATE, MADE AN ON-THE-GROUND SURVEY OF PROPERTY LOCATED AT 112 HOMESTEAD LANE, CITY OF WAXAHACHIE, TEXAS, BEING LOT 4, BLOCK A OF HOMESTEAD ESTATES, AN ADDITION TO THE CITY OF WAXAHACHIE, ELLIS COUNTY, TEXAS, ACCORDING TO THE FLAT THEREOF RECORDED UNDER CLERK'S INSTRUMENT NO. 1720298, OFFICIAL PUBLIC RECORDS, ELLIS COUNTY, TEXAS.

- NOTES**
1. PROPERTY SUBJECT TO TERMS, CONDITIONS, AND EASEMENTS CONTAINED IN INSTRUMENT RECORDED IN VOLUME X
 2. ALL BEARINGS, EASEMENTS AND BUILDING LINES ARE BY RECORDED FLAT UNLESS OTHERWISE NOTED.
 3. THE PROPERTY DOES NOT LIE WITHIN A FLOOD HAZARD AREA ACCORDING TO THE FLOOD INSURANCE RATE MAP NO. 48139C0190F.

NOTE: SURVEY PREPARED WITHOUT BENEFIT OF TITLE

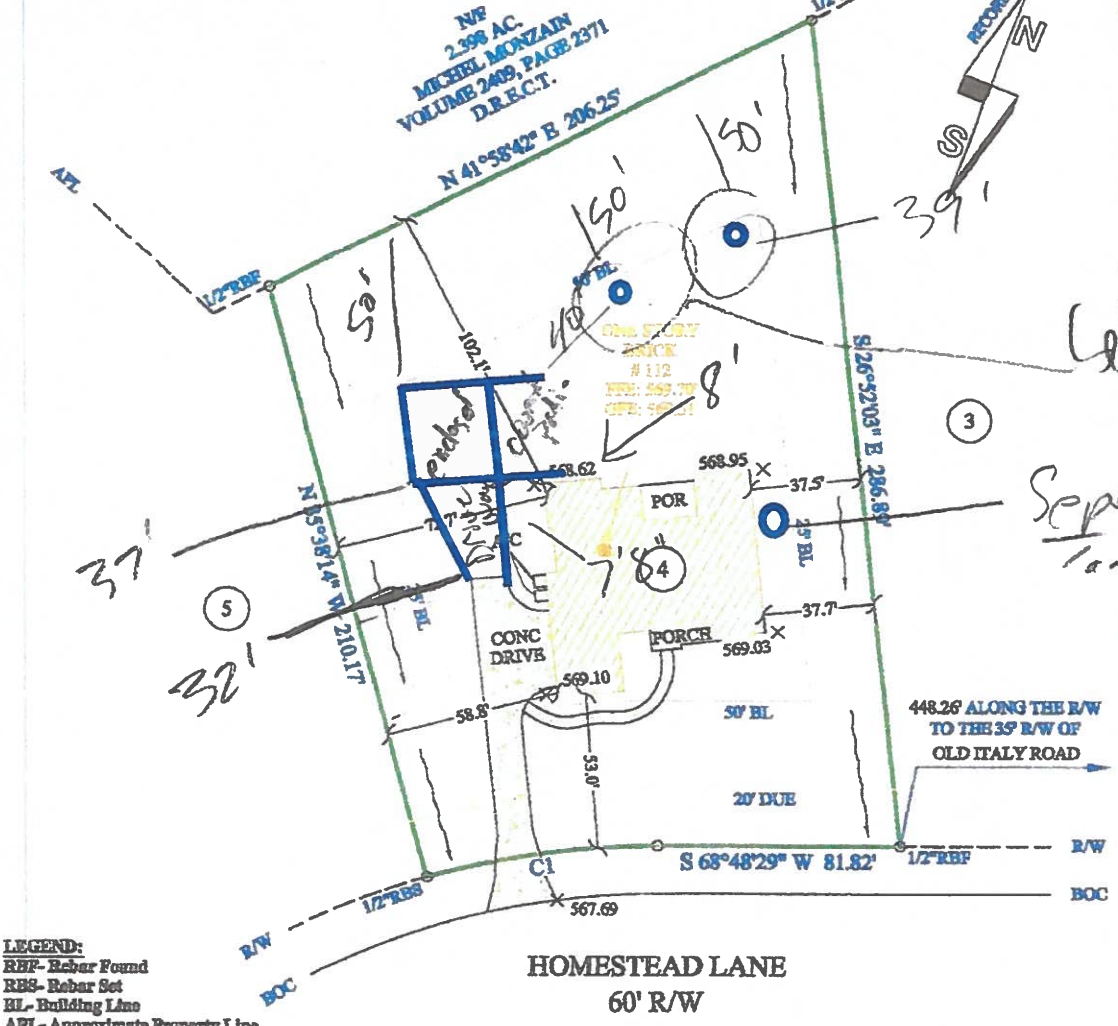
EASEMENTS RECORDED IN THE FOLLOWING VOLUMES AND PAGES DO NOT AFFECT THE PROPERTY DESCRIBED BELOW.
NONE

50' 25' 0' 50'

GRAPHIC SCALE: 1" = 50'

ARBA: 43,563 S.F. ~ 1.00 ACRES

Curve	Radius	Length	Chord	Chord Bearing
C1	280.00'	79.25'	78.96'	E 69°42'17" W



- LEGEND:**
- RBF- Rebar Found
 - RBS- Rebar Set
 - BL- Building Line
 - APL- Approximate Property Line
 - BOC- Back of Curb
 - R/W- Right of Way
 - N/F- Now or Formerly
 - DUE- Drainage & Utility Easement
 - POR- Porch
 - CONC- Concrete
 - A/C- Air Conditioning Unit
 - F/E- Finished Floor Elevation
 - G/E- Garage Floor Elevation

NOTE: BASE ELEVATION IS ASSUMED.
(FOR REFERENCE ONLY)

I, David J. Baggett, Texas Registered Professional Land Surveyor No. 6226, do hereby certify that the survey plat hereon is a true and correct representation of the above described property, and do further state that this survey accurately depicts the substantial improvements to said property as located on the ground and that there are no protrusions from or encroachments onto said property by any such improvements except as shown hereon.

ACCEPTED BY _____ ACCEPTED BY _____ DATE _____

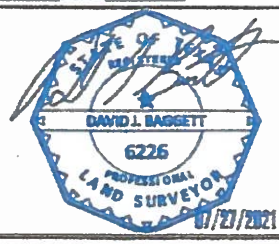
SURVEY FOR:
JOHN HOUSTON HOMES

SUBDIVISION: HOMESTEAD ESTATES
LOT: 4 BLOCK: A
CITY OF WAXAHACHIE,
ELLIS COUNTY, TEXAS

FIELD WORK DATE: 07/24/2021
20210703056 JHHOMES PC: ES

CARTER & CLARK
LAND SURVEYORS AND PLANNERS

3090 Premiere Parkway, Suite 600
Duluth, GA 30097
Ph: 770.485.9793
Toll Free: 866.637.1048
www.carterandclark.com
FIRM LICENSE: 10193759



(1)

Exhibit D - Concept Elevations



Planning & Zoning Department

Zoning Staff Report

Case: ZDC-17-2022



MEETING DATE(S)

Planning & Zoning Commission: March 15, 2022

City Council: March 21, 2022

ACTION SINCE INITIAL STAFF REPORT

At the Planning and Zoning Commission meeting, held on March 15, 2022, the Commission voted 5-0 to recommend approval of case number ZDC-17-2022, subject to staff comments.

CAPTION

Public Hearing on a request by Angela Glass, for a **Specific Use Permit (SUP)** for an **Accessory Structure equal to or greater than 700SF** use within a Single Family-1 (SF1) zoning district located at 808 W Main St (Property ID 171906) - Owners: ROBERT V & ANGELA GLASS (ZDC-17-2022)

APPLICANT REQUEST

The applicant is requesting a specific use permit to construct a 952 square foot accessory structure on the rear portion of the single-family lot. The subject property is a double frontage lot with the front facade of the primary structure facing West Main Street and the rear oriented towards Water Street.

CASE INFORMATION

Applicant: Angela Glass

Property Owner(s): Angela and Robert Glass

Site Acreage: 0.77 acres

Current Zoning: SF-1

Requested Zoning: SF-1 with a specific use permit (SUP) for an accessory structure equal to or greater than 700 square feet.

SUBJECT PROPERTY

General Location: 808 W Main Street

Parcel ID Number(s): 171906

Existing Use: A single family home currently exists on the subject property.

Development History: No previous development history.

Adjoining Zoning & Uses:

Direction	Zoning	Current Use
North	C	Church (Water Street Baptist Church)
East	SF-1	Single Family Residential Home
South	SF-1	Single Family Residential Home
West	SF-1	Single Family Residential Home

Future Land Use Plan:

Low Density Residential

Comprehensive Plan:

The proposed SUP request will remain compatible with the Comprehensive Plan since the subject property is currently designated for low-density single-family uses in the Future Land Use Plan.

Thoroughfare Plan:

The subject property is a double frontage lot with access from West Main Street and Water Street.

Site Image:



PLANNING ANALYSIS

The Applicant is requesting a specific use permit to construct a +700 sq. ft. (952 square foot) accessory structure on the rear portion of the lot. The subject property is a double frontage lot with the front facade of the primary structure (approximately 7,727 square feet) facing West Main Street and the rear oriented toward Water Street. Per the City of Waxahachie Zoning Ordinance, an accessory structure equal to or greater than 700 square feet shall require a specific use permit approved by City Council.

Proposed Use

The accessory structure will have an enclosed space of 952 square feet and an open covered patio of 336 square feet. The Applicant has indicated to Staff that the accessory structure will not consist of a dwelling unit and will be used as a pool house for a pool that the property owner intends to construct in the future. Additionally, the Applicant has confirmed that the structure will not be metered, sold or leased separately

from the primary structure. Since the subject property is within the West End Historic District, the Applicant has indicated that the property owner will use similar exterior finishing materials used on the primary structure, consisting of a combination of siding and brick.

The specific use permit request does not approve any future expansion or addition to the primary structure other than the accessory structure. The future addition to the primary structure and the pool on the site plan were shown and provided for informational purposes only. City staff has received one letter of support for this request at the time of this report (March 9, 2022).

PUBLIC NOTIFICATIONS

To comply with State law contained in Local Government Code Chapter 211 and the City’s public hearing notice requirements, 17 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.

RECOMMENDATION

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

- Denial
- Approval, as presented.
- Approval, per the following comments:
 1. The accessory structure shall not be used as a dwelling.
 2. The accessory structure shall not be used for commercial purposes.
 3. The accessory structure shall not be leased or sold separately from the primary residence and shall not be separately metered.
 4. The applicant shall obtain a permit from the City of Waxahachie Building Department prior to construction of the accessory structure.

ATTACHED EXHIBITS

1. Ordinance
2. Site Plan
3. Elevations
4. Letter of Support

APPLICANT REQUIREMENTS

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

STAFF CONTACT INFORMATION

Prepared by:
 Eleana Tuley, AICP
 Senior Planner
eleana.tuley@waxahachie.com

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

(9)

ORDINANCE NO. _____

AN ORDINANCE AUTHORIZING A SPECIFIC USE PERMIT (SUP) TO PERMIT AN ACCESSORY STRUCTURE EQUAL TO OR GREATER THAN 700 SQUARE FEET USE WITHIN A SINGLE FAMILY-1 (SF-1) ZONING DISTRICT, LOCATED AT 808 W MAIN STREET, BEING PROPERTY ID 171906, IN THE CITY OF WAXAHACHIE, ELLIS COUNTY, TEXAS, BEING ALL OF BLOCK 321 IN THE TOWN SUBDIVISION, AND ORDERING THE CHANGING OF THE ZONING MAP THEREOF IN ACCORDANCE WITH SAID CHANGE.

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

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

WHEREAS, the described property is classified in said ordinance and any amendments thereto as SF-1; and

WHEREAS, a proper application for an SUP has been made in accordance with the zoning ordinances in the City of Waxahachie and said application has been assigned case number ZDC-17-2022. Said application having been referred to the Planning and Zoning (P&Z) Commission was recommended by the P&Z Commission for approval and the issuance thereof; and

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

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

NOW, THEREFORE, this property is rezoned from SF-1 to SF-1, with an SUP in order to permit an Accessory Structure Equal to or Greater Than 700 Square Feet use on the following property: Block 321 in the Town Subdivision, which is shown on Exhibit A, in accordance with the Site Layout Exhibit attached as Exhibit B, the Concept Elevations attached as Exhibit C, and the Staff Report attached as Exhibit D.

SPECIFIC USE PERMIT

Purpose and Intent

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

(9)

Specific Use Permit

FOR OPERATION OF A **SPECIFIC USE PERMIT FOR AN ACCESSORY STRUCTURE EQUAL TO OR GREATER THAN 700 SQUARE FEET USE WITHIN A SINGLE FAMILY – 1 (SF-1) ZONING DISTRICT**; the following standards and conditions are hereby established as part of this ordinance:

1. The site plan shall conform as approved by the City Council under case number ZDC-17-2022.
2. The development shall adhere to the City Council approved Exhibit A – Location Exhibit, Exhibit B- Site Layout Plan, Exhibit C – Concept Elevations, and Exhibit D – Staff Report.
3. The accessory structure shall not be used as a dwelling.
4. The accessory structure shall not be used for commercial purposes.
5. The accessory structure shall not be leased or sold separately from the primary residence and shall not be separately metered.
6. The applicant shall obtain a permit from the City of Waxahachie Building Department prior to construction of the accessory structure.
7. The development shall maintain compliance with all Federal, State and Local regulations; including, but not necessarily limited to, all applicable standards and regulations of the City of Waxahachie Municipal Code and City of Waxahachie Zoning Ordinance.
8. If approved, City Council reserves the right to review the Specific Use Permit at any point in the future, if needed.

Compliance

1. It shall be unlawful for the owner, manager, or any person in charge of a business or other establishment to violate the conditions imposed by the City Council when a Specific Use Permit is granted, and the violation of those conditions could result in a citation being issued by the appropriate enforcement officers of the City of Waxahachie.
2. Furthermore, by this Ordinance, if the premises covered by this Specific Use Permit is vacated and/or ceases to operate for a period exceeding six months (6 months), a new Specific Use Permit shall be required to reestablish the use.

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

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

(9)

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

MAYOR

ATTEST:

City Secretary

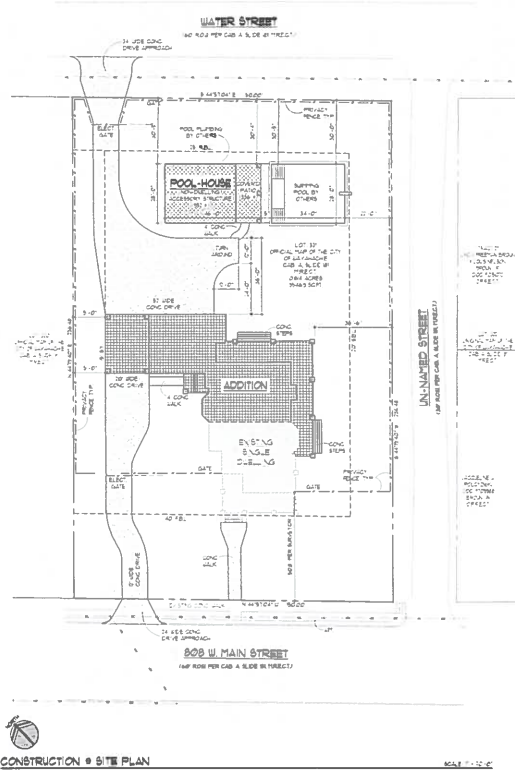
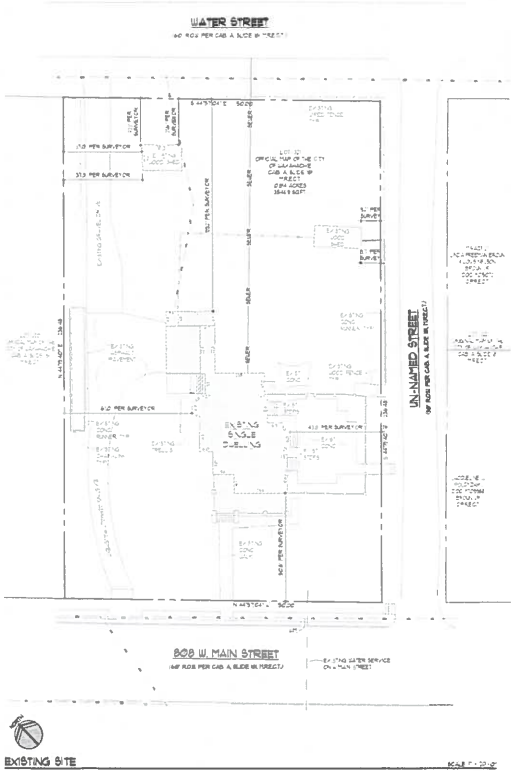
(9)

Exhibit A - Location Exhibit



(9)

Exhibit B - Site Layout Exhibit



NOTES

1. ALL ACCESSORY STRUCTURES SHALL NOT BE DEEMED "RETAINED OR SOLD LEASED REPAIRS" FROM THE EXISTING SITE.
2. THE ACCESSORY STRUCTURES SHALL NOT BE USED FOR ANY COMMERCIAL PURPOSES.

SITE PLAN LEGEND

- PROPERTY LINE
- RETAINING WALL
- EXISTING DRIVE
- EXISTING UTILITY
- EXISTING STRUCTURE
- NEW STRUCTURE
- NEW UTILITY
- NEW CONCRETE

DRAWING INDEX

1. EXISTING SITE CONSTRUCTION & SITE PLAN, ADOPTED CODES
2. EXISTING SITE PLAN & POOL, ELECTRICAL, PLUMBING, LIGHTING, POOL COVER
3. EXISTING SITE PLAN & POOL, ELECTRICAL, PLUMBING, LIGHTING, POOL COVER
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17. EXISTING SITE PLAN & POOL, ELECTRICAL, PLUMBING, LIGHTING, POOL COVER
18. EXISTING SITE PLAN & POOL, ELECTRICAL, PLUMBING, LIGHTING, POOL COVER
19. EXISTING SITE PLAN & POOL, ELECTRICAL, PLUMBING, LIGHTING, POOL COVER
20. EXISTING SITE PLAN & POOL, ELECTRICAL, PLUMBING, LIGHTING, POOL COVER

ADOPTED CODES

- 1. INTERNATIONAL BUILDING CODE
- 2. INTERNATIONAL MECHANICAL CODE
- 3. INTERNATIONAL PLUMBING CODE
- 4. INTERNATIONAL ELECTRICAL CODE
- 5. INTERNATIONAL FIRE AND ALARM CODE
- 6. INTERNATIONAL FIRE AND ALARM CODE
- 7. INTERNATIONAL FIRE CODE
- 8. INTERNATIONAL ELECTRICAL CODE

ZONED: SH1

HOUSE/SITE DATA

APPROX. CONG. AREA	4,800 sq. ft.
APPROX. TOTAL AREA	1,200 sq. ft.
NON-AG	1,200 sq. ft.
COVERED PATIO	10' x 33' x 54"
COVERED BALCONY	5' x 3'
PORCH	4' x 3'
STORAGE	8' x 4'
GARAGE	8' x 4'
PORTS/SIDEWALK	164'
APPROX. TOTAL FURNITURE AREA UNDER ROOF / AREA	1,200 sq. ft.

POOL HOUSE / ACCESSORY NON-DETACHED STRUCTURE

FIRST FLOOR	90' x 30'
APPROX. TOTAL AREA	90' x 30'
NON-AG	90' x 30'
COVERED PATIO	33' x 3'
APPROX. TOTAL FURNITURE AREA UNDER ROOF / AREA	90' x 30'
APPROX. TOTAL ALL AREA UNDER ROOF / AREA	90' x 30'
TOTAL LOT AREA	11,463 sq. ft.
TOTAL BUILDING AREA	8,100 sq. ft.
10% OF LOT COVERED	810 sq. ft.



EVERETT DESIGN INC.
ARCHITECTS & ENGINEERS
1100 W. MAIN STREET, SUITE 300
WAXAHACHIE, TEXAS 75165
PHONE: 940.949.1100
FAX: 940.949.1101
WWW.EVERETTDDESIGN.COM

REVISIONS:

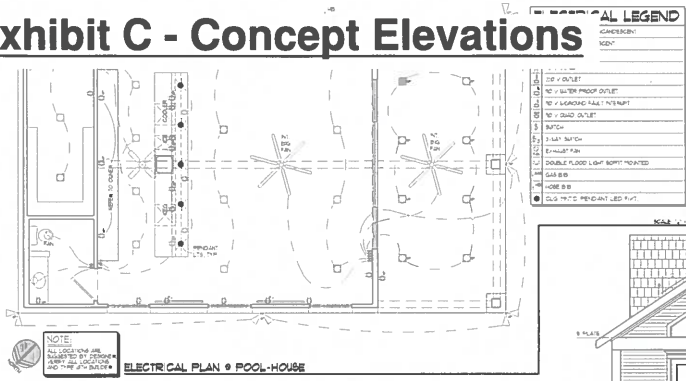
NO.	DATE	DESCRIPTION
1	11-03-2021	ISSUED PER CITY OF WAXAHACHIE

GLASS RESIDENCE
OFFICIAL MAP OF THE CITY OF WAXAHACHIE
808 W. MAIN STREET, LOT: 321
WAXAHACHIE, TEXAS 75165

DATE: 11-03-2021
SHEET #
A1.1
PLAN # ED21-016-ADD1

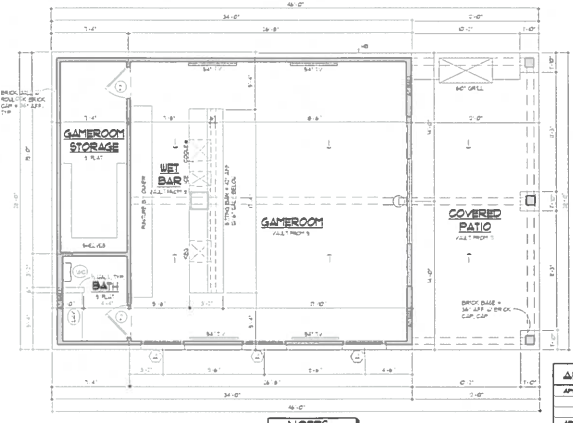
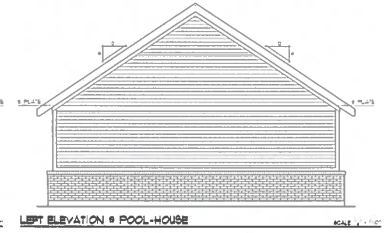
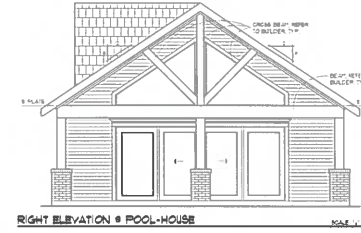
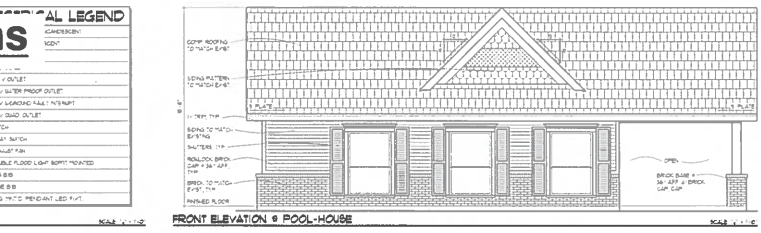
(9)

Exhibit C - Concept Elevations



NO.	TYPE	SIZE	FINISH	GLASS	GLASS	GLASS
1	A	3'-0" x 6'-0"	SHADE GLASS	1/2"	3/4"	1/2"
2	B	2'-6" x 6'-0"	SHADE GLASS	3/8"	3/4"	1/2"
3	C					
4	D					
5	E					
TOTAL #					10	10

NO.	TYPE	SIZE	FINISH	GLASS	GLASS	GLASS
1	A	3'-0" x 7'-0"	SLIDING GLASS	3/4"	3/4"	1/2"
2	B	3'-0" x 6'-0"	SLIDING GLASS	3/4"	3/4"	1/2"
3	C					
4	D					
5	E					
TOTAL GLAZED					10	10

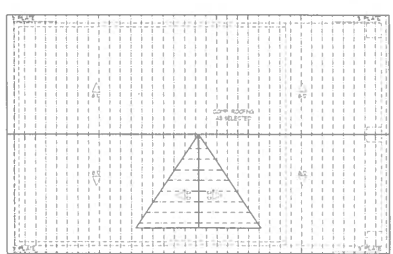
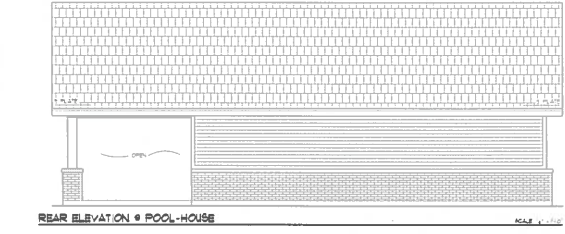


FLOOR PLAN LEGEND

- BRICK WALL 8" AFF. BY BUILDER
- CONCRETE FLOOR
- WOOD FLOOR 1/2" TYP. BY BUILDER
- WOOD FLOOR 1/2" TYP. BY BUILDER
- WOOD FLOOR 1/2" TYP. BY BUILDER
- WOOD FLOOR 1/2" TYP. BY BUILDER

AREAS

APPROXIMATE LIVING	387 S.F.
COVERED PATIO	358 S.F.
GARAGE	N/A
APPROXIMATE TOTAL AREA	745 S.F.



ROOF FRAMING

- 2x12 RAFTERS @ 16" O.C.
- 2x12 TRUSSES @ 16" O.C.
- 2x12 GABLE END TRUSSES @ 16" O.C.
- 2x12 GABLE END RAFTERS @ 16" O.C.
- 2x12 GABLE END BRACES @ 16" O.C.
- 2x12 GABLE END BRACES @ 16" O.C.
- 2x12 GABLE END BRACES @ 16" O.C.
- 2x12 GABLE END BRACES @ 16" O.C.

NOTES

- 1. ALL DIMENSIONS ARE TO FACE UNLESS NOTED OTHERWISE.
- 2. ALL WALLS ARE TO BE CONSTRUCTED PER LOCAL CODES.
- 3. ALL ROOFING IS TO BE PER LOCAL CODES.
- 4. ALL FLOORING IS TO BE PER LOCAL CODES.
- 5. ALL PAINTING IS TO BE PER LOCAL CODES.

GLASS RESIDENCE
OFFICIAL MAP OF THE CITY OF WAXAHACHIE
808 W. MAIN STREET, LOT: 321
WAXAHACHIE, TEXAS 75165

DATE: 11/03/2021
SHEET #
A2.5
PLAN # ED21-016-ADD1