



Greg Stevens
Executive Director

TEXAS COMMISSION ON LAW ENFORCEMENT

June 24, 2026

via CM/RRR and EMAIL

Mayor Shannon Wayman
100 N. Garitty
Frost, TX 76641
cityoffrost1930@cityoffrost.net
mayor.frost@cityoffrost.org

Re: Deficiencies discovered during recent audit and inspection of Frost Police Department,
TCOLE Agency no. 349205

Dear Mayor Wayman,

The mission of the Texas Commission on Law Enforcement (TCOLE), as a regulatory state agency, is to establish and enforce standards to ensure that the people of Texas are served by highly trained and ethical law enforcement, corrections, and telecommunications personnel. A key component of that work is ensuring that law enforcement agencies meet minimum standards set forth by the Texas Legislature and TCOLE.

On June 17, 2026, TCOLE Enforcement Sergeants David New, Trevor Michna, and Specialist Sergeant Denise Pace conducted a law enforcement agency inspection pursuant to Texas Occupations Code §1701.163, Minimum Standards for Law Enforcement Agencies, and 37 Tex. Admin. Code §211.16, Establishment or Continued Operation of an Appointing Entity.

Based on the inspection team's findings, the Frost Police Department failed to meet minimum standards, specifically the agency was unable to produce evidence of:

- Sustainable funding sources that meet or exceed the continued operating expenses as outlined in a line-item budget for the agency.
- Physical resources available to officers, including:
 - At least one less-lethal force weapon per officer on duty;
 - At least one radio communication device per officer on duty performing law enforcement functions;
 - Bullet-resistant vests meeting National Institute of Justice (NIJ) standards and supported by documentation demonstrating they remain within manufacturer warranty requirements and have not been compromised;
 - Uniforms provided for officers whose duties require one.

- An operable motor vehicle owned, insured, and equipped by the agency and provided to officers performing patrol, traffic enforcement, criminal investigations, responding to calls for service, or warrant execution.
- Physical facilities, including:
 - An evidence room or other acceptable secure evidence storage;
 - Public notices visible twenty-four (24) hours per day explaining:
 - How to receive the most immediate assistance in an emergency;
 - How to make a non-emergency report of a crime; and
 - How to make a compliment or complaint on a member of the agency by mail, online, or by telephone.
- Written policies required by 37 Tex. Admin. Code §211.16(a)(5), specifically:
 - Response to Missing Persons;
 - Barricaded Subjects; and
 - Eyewitness Identification.
- An established administrative structure that includes an organizational chart illustrating the division and assignment of licensed and unlicensed personnel.
- Proof of liability insurance covering the agency and vehicles utilized for agency operations.
- A documented process for receiving and documenting complaints and compliments submitted by mail, online, or telephone.

There are currently no TCOLE licensees appointed by your agency. TCOLE records list you as the current department head. The Frost Police Department must provide evidence demonstrating that the agency meets the minimum standards for continued operation as required by 37 Tex. Admin. Code §211.16. TCOLE may assess administrative penalties, or revoke or suspend a law enforcement agency's authority to appoint a license holder for failure to meet agency standards.

Please provide evidence on or before July 31, 2026, for the following:

- Current city budget and police department line-item budget demonstrating sustainable funding.
- Documentation showing liability insurance coverage for the agency and agency vehicles.
- Written policies specific to the Frost Police Department for:
 - Response to Missing Persons;
 - Barricaded Subjects; and
 - Eyewitness Identification.
- Proof that all required policies have been provided to each officer appointed by the agency, or documentation of the method by which such policies are provided.
- An established administrative structure that includes an organizational chart illustrating the division and assignment of licensed and unlicensed personnel.
- Effective communications equipment, specifically:
 - At least one radio communication device per officer on duty.
- Less-lethal force equipment, specifically:
 - At least one less-lethal force weapon per officer on duty.
- Documentation demonstrating all body armor is NIJ compliant, within ballistic warranty periods, and free from damage or compromise.
- Documentation demonstrating officers are provided uniforms appropriate for their assigned duties.
- An operable patrol vehicle owned, insured, and equipped by the agency.
- An evidence room or other acceptable secure evidence storage.

- Written notices posted in the agency's public area and visible twenty-four (24) hours a day explaining:
 - How to receive the most immediate assistance in an emergency;
 - How to make a non-emergency report of a crime; and
 - How to make a compliment or complaint on a member of the agency by mail, online, or by telephone.
- Documentation establishing procedures for receiving and documenting complaints and compliments.

Please provide your evidence to Sergeant Denise Pace and Sergeant Chris Cogan at denise.pace@tcole.texas.gov and chris.cogan@tcole.texas.gov no later than July 31, 2026.

If you are unable to bring the Frost Police Department into compliance and wish to deactivate the Frost Police Department to avoid potential administrative penalties, please provide your request on city letterhead no later than July 31, 2026.

Sincerely,

A handwritten signature in black ink that reads "Denise R. Pace". The signature is written in a cursive, flowing style.

Denise R. Pace
Southeast Region Specialist
Texas Commission on Law Enforcement