



**AGENDA
CITY OF WINDCREST, TEXAS**

**Department Head Reports @ 5 PM & City Council
Meeting @ 6 PM**

MARCH 16, 2020

**Regular City Council Meeting
05:00 p.m.**

NOTICE IS HEREBY GIVEN THAT A REGULAR CITY COUNCIL MEETING AND PUBLIC HEARING OF THE CITY OF WINDCREST WILL BE HELD AT WINDCREST CITY HALL, 8601 MIDCROWN, WINDCREST, TEXAS ON THE MARCH 16, 2020 STARTING AT 05:00 P.M. DURING THE MEETING THE FOLLOWING SUBJECTS WILL BE CONSIDERED AND THE COUNCIL MAY TAKE ACTION ON ANY OF THE LISTED SUBJECTS.

THE CITY COUNCIL RESERVES THE OPTION TO RECESS THE MEETING DURING THE EVENING OF MARCH 16, 2020 AND TO RECONVENE THE MEETING ON THE FOLLOWING DAY, AT THE WINDCREST CITY HALL, 8601 MIDCROWN, WINDCREST, TEXAS.

IT IS ANTICIPATED THAT MEMBERS OF OTHER CITY BOARDS, COMMISSIONS AND COMMITTEES MAY ATTEND THE MEETING IN NUMBERS THAT MAY CONSTITUTE A QUORUM OF SUCH OTHER CITY BOARDS, COMMISSIONS AND COMMITTEES, SO THAT NOTICE IS HEREBY GIVEN THAT THE MEETING IS ALSO A MEETING OF THE OTHER CITY BOARDS, COMMISSIONS AND COMMITTEES WHOSE MEMBERS ARE IN ATTENDANCE. THE MEMBERS OF THE OTHER CITY BOARDS, COMMISSIONS AND COMMITTEES MAY PARTICIPATE IN DISCUSSIONS WHICH OCCUR AT THE MEETING, BUT NO ACTION WILL BE TAKEN BY THE OTHER BOARDS, COMMISSIONS AND COMMITTEES WHOSE MEMBERS ARE IN ATTENDANCE.

Ordinance No. 618 (09/20/10), Repealing Ordinance No. 593

At all City Council, City Commission or City Board meetings, the agenda shall include a "citizens to be heard" item. It is suggested that Citizens wishing to speak during this item sign in on the sign up roster prior to the meeting. During "citizens to be heard" comments, each individual may speak on an agenda item or any other matter affecting the city. In addition to the "citizens to be heard" portion of meetings, a person may make comments on agenda items prior to the vote on the agenda item. A member of the public will have a total of six (6) minutes to be heard during a City Council, City Commission or City Board Meeting. This does not include any responses from the body. The six (6) minutes time limit authorized herein may not be transferred to another speaker in whole or in part. The presiding Officer or his/her designee will assign a Time Keeper to each meeting. The Time Keeper will maintain strict compliance of the six (6) minute rule, stopping speakers who exceed the allotted time. As authorized by Section 551.042 of the Texas Government Code, the Presiding Officer may direct a City Official to make: a statement of specific factual information in response to an inquiry made by a member of the public or of the City Council, or; a recitation of existing policy in response to an inquiry made by a member of the public or the City Council. Any deliberation of or decision about the subject of the inquiry shall be limited to a proposal to place the subject on the agenda for a subsequent meeting. Any question posed by a Citizen, Council Member, Board Member or Commission Member for which an answer is not available at a meeting shall be answered by a member of the staff

or Presiding Officer at the next regular meeting of the Body, if an answer is reasonably available and prudent. If the information is sensitive, staff will seek advice from the City Attorney.

REQUEST ALL PAGERS AND CELL PHONES BE TURNED OFF, EXCEPT EMERGENCY ON-CALL PERSONNEL. CITIZENS ARE ASKED TO REFRAIN FROM TALKING DURING COUNCIL PROCEEDINGS.

Meeting Chair: please remind each participant in your meeting that they must speak into a microphone; the recording is the Official Minutes of your meeting and all who speak must be recorded. All guest speakers and citizens to be heard must speak from podium. Please interrupt speakers during meeting if you recognize that they are not speaking into microphone and have them do so.

I. CALL TO ORDER

II. ROLL CALL

III. PLEDGE OF ALLEGIANCE AND INVOCATION

IV. MONTHLY DEPARTMENT HEAD REPORTS FOR MONTH ENDING FEBRUARY 2020 FOR FY 2019/2020

- a) Briefing and discussion on the monthly Fire Department reports for the month of February, to include Summary of Calls along with response times for the City, County, and Annex area. [Dan Kramer, Fire Chief]

WFD 02.2020 REPORT 

- b) Briefing and discussion on the monthly Windcrest Volunteer Fire Association financial report for the month of February. [Lilia Ayla, President]

WVFA 02.2020 REPORT 

- c) Briefing and discussion on the monthly Police Department reports including Code Enforcement and Animal Control reports for the month of February. [Darrell Volz, Chief of Police]

WPD 02.2020 REPORT 

- d) Briefing and discussion on the monthly Municipal Court report for the month of February. [Claudia Carrera, Municipal Assistant Court Administrator]

MUNICIPAL COURT 02.2020 REPORT 

- e) Briefing and discussion on the monthly Public Works and Landscaping reports for the month of February. [Tom Garcia, Director of Public Works]

PUBLIC WORKS REPORT 02.2020 

- f) Briefing and discussion on the monthly City of Windcrest Economic Development Corporation report for the month of February. [Jennifer Newman, President of City of

WEDC REPORT 02.2020

- g) Briefing and discussion on the monthly Civic Center report for the month of February. [Don Hakala, Finance Director]

CIVIC CENTER REPORT 02.2020

- h) Briefing and discussion on the monthly Office of the City Secretary reports for the month of February. [Rachel C. Dominguez, City Secretary] * Building Services Report * Public Information Act Requests * U.S. Postal Contract Unit Report * Boards and Commissions Update

B & I REPORT 02.2020

- i) Briefing and discussion on past and upcoming City projects and events. [Elizabeth Dick, Public Affairs / PR / Marketing / Event Specialist] * Community Brush and Bulk Pick Up: March 16 - April 3 * Spring Community Shred Day: April 26

THE FOLLOWING ITEMS MAY BE CONSIDERED AT ANY TIME DURING THE REGULAR COUNCIL MEETING:

V. CEREMONIAL

- a) Swearing in of Councilwoman Joan Pedrotti as Mayor Pro Tempore for the City of Windcrest. [Dan Reese, Mayor]

VI. PRESENTATIONS

- a) Presentation and discussion by Fire Chief Dan Kramer on COVID-19 and local government awareness efforts.
- b) Presentation and update by Brian Norwood, Principal of Roosevelt High School.
- c) Presentation and update by Terri Williams, NEISD Trustee, District 2.
- d) Presentation and update by David Beyer, NEISD Trustee, District 4.

VII. CITIZENS TO BE HEARD

- a) Citizens may address the City Council on topics not on the agenda for no more than three (3) minutes.

- b) In addition to the foregoing, citizens shall also have the opportunity to address the City Council during consideration of posted agenda items for no more than six (6) minutes.
- c) A City Official may make a statement of specific factual information in response to an inquiry made by a member of the public, or a recitation of existing policy in response to an inquiry made by a member of the public.

VIII. FINANCIAL REPORTS

- a) Presentation, discussion, and acceptance of the unaudited monthly financial report for the month ending February 29, 2020 (FY2019/2020). [Donald Hakala, Finance Director]

UNAUDITED FINANCIALS 02.2020 

IX. ORDINANCE

- a) City Council will discuss and take action on Ordinance 2020-009 (O), an ordinance amending Ordinance 2019-702(O), the adopted FY19/20 Fee Schedule, in order to amend current fee schedule. [Rafael Castillo, Jr., City Manager]

ORDINANCE 2020-009(O) - AMENDED FEE SCHEDULE 

- b) City Council will discuss and take action on Ordinance 2020-010 (O), an ordinance approving an extension for a special use permit granted to WCW Montgomery LLC, approved by City Council on September 20, 2019. [Rafael Castillo, Jr., City Manager]

ORDINANCE 2020-010(O) 

X. RESOLUTION

- a) City Council will discuss and take action on Resolution 2020-512 (R), a resolution reappointing Betty Riggs to the Parks and Recreation Commission, Place 6. [Rafael Castillo, Jr., City Manager]
- b) City Council will discuss and take action on Resolution 2020-513 (R), a resolution acknowledging the Governor of the State of Texas has proclaimed that COVID-19 poses an imminent threat of disaster in the state and declaring it poses a similar threat within the City of Windcrest. [Rafael Castillo, Jr., City Manager]

RESOLUTION 2020-513(R) 

XI. DISCUSSION & ACTION

- a) City Council will discuss and take action on a resolution adopting a policy and procedures to address employee relationships and dating in the work place. [Rafael Castillo, Jr., City Manager]
- b) City Council will discuss and may take action on an ordinance amending the code of ordinance regarding temporary signage in the B-3 Zoning District. [Rafael Castillo, City Manager]
- c) City Council will discuss and may take action on the City's operational measures toward public health safety due to COVID-19. [Rafael Castillo, Jr., City Manager]

XII. CITY MANAGER'S REPORT

XIII. EXECUTIVE SESSION The City Council may meet in executive session to discuss the following items pursuant to Texas Local Government Code sec. 552.071 (consultation with attorney):

- a) Legal issues regarding the Tax Split dispute between Windcrest and the City of San Antonio.
- b) Legal issues regarding the cancelation of the purchase order for the Fire Department Ladder Truck.

RETURN TO OPEN SESSION *City Council may discuss and act on any item discussed in Executive Session.

XIV. GENERAL ANNOUNCEMENTS & FUTURE AGENDA ITEMS REQUESTED Per Ordinance No. 618, repealing Ordinance No. 593; Section 9: Every agenda shall include an item entry granting a member the opportunity to propose an item for consideration of future agendas for Regular or Special Meetings. Any member may request the inclusion of such items at any meeting.

XV. ADJOURNMENT The City Council reserves the right to retire into executive session whenever it is considered necessary and legally justified under the Texas Government Code, Subchapter D, Sections 551.071 et. seq. including, but not limited to, consultation with attorney, real property, prospective gifts, personnel matters, exclusion of witness, security devices, and economic development matters. It is anticipated that members of other city boards, commissions and committees may attend the meeting in numbers that may constitute a quorum of such other city boards, commissions and committees, so that notice is hereby given that the meeting is also a meeting of the other city boards, commissions and committees whose members are in attendance. The members of the other city boards, commissions and committees may participate in discussions which occur at the meeting, but no action will be taken by the other boards, commissions and committees whose members are in attendance. I, the undersigned authority, do hereby certify that the above Notice of Meeting of the City Council of the City of Windcrest is a true and correct copy of said Notice and was posted on the bulletin board at City Hall of said City in a convenient place to the public and said Notice was posted more than seventy-two (72) hours prior to the meeting on March 16, 2020.

I, the undersigned authority, do hereby certify that the above Notice of Meeting of the City of Windcrest is a true and correct copy of said Notice and was posted on the bulletin board at City Hall of said City in a convenient place to the public and said Notice was posted more than seventy-two hours prior to the meeting on March 16, 2020.

By: City Secretary

In compliance with the Americans With Disabilities Act, the City of Windcrest Council Chambers are wheelchair accessible, and accessible parking spaces are available. The City of Windcrest will provide for reasonable accommodations for persons attending City Council meetings. To better serve you, requests should be received 48 hours prior to the meetings. Please contact the City Secretary at 210-655-0022 ext. 2150 or Fax 210-655-8776.

I certify that the attached notice and agenda of items to be considered by the City Council was removed by me from the City Hall bulletin board on the ____ of March, 2020.