

**CITY OF WINDCREST ECONOMIC DEVELOPMENT CORPORATION
BOARD OF DIRECTORS**

Regular Meeting

**February 25, 2014
6:30 P.M.**

Windcrest City Hall

NOTICE IS HEREBY GIVEN THAT A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE WINDCREST ECONOMIC DEVELOPMENT CORPORATION (WEDC) WILL BE HELD AT WINDCREST CITY HALL, 8601 MIDCROWN, WINDCREST, TEXAS ON THE 25th DAY OF FEBRUARY 2014 STARTING APPROXIMATELY 6:30 P.M. DURING THE MEETING, THE BOARD WILL CONSIDER, DELIBERATE AND MAY TAKE ACTION UPON ANY OF THE SUBJECTS LISTED BELOW.

Vision Statement: Nourish and develop a vibrant community that consistently pushes the limits.

Mission Statement: Facilitate interaction between business, city and other community organizations to nourish the economic health and wellbeing of Windcrest, its citizens and the region.

Request all pagers and cell phones be turned off, except emergency on-call personnel. Citizens are asked to refrain from talking during proceedings unless recognized by the Presiding Officer.

CITIZEN COMMUNICATION: AS A COURTESY TO CITIZENS IN ATTENDANCE, AND AT THE DISCRETION OF THE PRESIDING OFFICER OF THE MEETING, CITIZENS WILL BE GIVEN A REASONABLE OPPORTUNITY TO STATE THEIR COMMENTS OR ASK QUESTIONS REGARDING ANY ITEM ON THE AGENDA, AND PRIOR TO THE BOARD TAKING ACTION ON ANY ACTION ITEMS LISTED. THE BOARD REQUESTS COMMENTS BE BRIEF, TO THE POINT, AND NO LONGER THAN 5 MINUTES. TIME CANNOT BE YIELDED TO ANOTHER SPEAKER.

Consistent with Windcrest City Council Resolution No. 292, the WEDC Board elects to audio and video record its meetings. The recordings are preserved electronically as the official minutes of its meetings.

I. Call To Order

1. Determination of a Quorum
2. Pledge of Allegiance
3. Prayer
4. Vote to consider the excuse of absent board member(s), if applicable

II. Visitors/Presentations

1. Sarah Mangham, Municipal Finance Officer, will give an update on the WEDC finances as of January 31, 2014.(Att. 1)
2. Sarah Mangham, Municipal Finance Officer, will give a presentation as to the RFP processs and committee for the Audit RFP review committee. (Att. 2)
3. Robert Colunga, Executive Director, will give an update on current activities and future projects and objectives.(Att. 3)

4. Robert Colunga, Executive Director, will give an update of the B3 amendment of Windcrest City Ordinance Chapter 23 for City Council to approve.(Att. 4)
5. Tim Maloney WEDC Board President will give a presentation on the creation of a new marketing tool to inform and educate potential and current Windcrest businesses on the incentives and assistance the WEDC can provide or assist with.

III. Discussion

None.

IV. Discuss and Act

1. The WEDC Board of Directors will discuss and may take action to appoint two board members to the Audit RFP review committee.
2. The WEDC Board of Directors will discuss and may take action to recommend that the City Council approve or deny a possible Ordinance amending Chapter 23 of the Code of Ordinances of the City of Windcrest, Texas to revise Section 23.1401 (d) relating to the area of CC uses within large tracts of land.
3. The WEDC Board of Directors will discuss and may take action to develop a program to inform potential and current Windcrest businesses of incentives and assistance the WEDC is capable of delivering as another tool in promoting, developing and increasing our business community.

V. Executive Session

1. The Windcrest Economic Development Corporation Board of Directors will recess its meeting and convene in Closed Session under Section 551.071 of the Texas Government Code to consult with its attorney concerning possible settlement with J3 Construction and completion of the Racker Road project.

VI. Discuss and Act

1. The WEDC Board of Directors will discuss and may take action towards possible settlement with J3 Construction and acceptance of completion of the Racker Road Project.

VII. General Announcements and Future Agenda Items Requested

VIII. Adjournment

I, the undersigned authority, do hereby certify that the above Notice of Meeting of the Board of Directors of the WEDC is a true and correct copy of said Notice and I posted a true and correct copy of said Notice on the bulletin board at the Windcrest City Hall in a convenient place to the public. Said Notice was posted 72 hours prior to the 25th of February, 2014.

By: 
Kelly Rodriguez, City Secretary

I certify that the attached notice and agenda of items considered by the WEDC Meeting was removed by me from the City Hall bulletin board on the _____ of February, 2014.

By: _____
Kelly Rodriguez, City Secretary

BALANCE SHEET

AS OF: DECEMBER 31ST, 2013

13 -ECONOMIC DEVELOPMENT CORP

ACCOUNT# TITLE

ASSETS

1102 CLAIM ON CASH	18,243.69
1105 CASH - CHECKING	207,524.85
1106 Savings - TLF Proceeds	465,160.45
1115 INVESTMENTS-TEXPOOL#15900001	0.00
1116 INVESTMENTS-TEXPOOL#15900003	0.00
1117 EXPENSE CARD	46.62
1204 PREPAID SALES TAX	13,875.26
1315 DUE FROM GENERAL FUND	0.00
1375 DUE FROM HOT FUND	0.00
1510 A/R SALES TAX	<u>0.00</u>
	<u>704,850.87</u>

TOTAL ASSETS	704,850.87
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LIABILITIES

2315 DUE TO GENERAL FUND	40,000.00
2320 DUE TO TAXING ENTITIES	0.00
2400 A/P PENDING	310,343.70
2401 ACCOUNTS PAYABLE	0.00
2402 ALAMO TITLE ESCROW FUNDS	0.00
2410 A/P - SALES TAX	<u>0.00</u>
TOTAL LIABILITIES	<u>350,343.70</u>

EQUITY

3201 FUND BALANCE	<u>385,966.68</u>
TOTAL BEGINNING EQUITY	385,966.68
TOTAL REVENUE	48,867.17
TOTAL EXPENSES	<u>80,326.68</u>
TOTAL SURPLUS/(DEFICIT)	(31,459.51)
TOTAL EQUITY & SURPLUS/(DEFICIT)	<u>354,507.17</u>
TOTAL LIABILITIES, EQUITY & SURPLUS/DEFICIT	704,850.87

CITY OF WINCREST
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: DECEMBER 31ST, 2013

13 -ECONOMIC DEVELOPMENT CORP

FINANCIAL SUMMARY

% OF YEAR COMPLETED: 25.00

	PRIOR YEAR YTD BALANCE	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	YEAR TO DATE ENCUMBERED	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>							
ALL REVENUES	33,919.08	487,868	48,857.82	48,867.17	0.00	10.02	439,001
TOTAL REVENUES	33,919.08	487,868	48,857.82	48,867.17	0.00	10.02	439,001
<u>EXPENDITURE SUMMARY</u>							
<u>00-GENERAL EXPENDITURES</u>							
SALARIES & BENEFITS	36,597.25	90,418	7,500.00	22,635.00	0.00	25.03 (	67,783)
OTHER EXPENSES	13,667.89	103,271	4,034.25	17,958.06	0.00	17.39 (	85,313)
CAPITAL EXPENSES	156,776.25	373,245	1,878.55	39,733.62	0.00	10.65 (	333,512)
OTHER INCOME/EXPENSES	0.00	0	0.00	0.00	0.00	0.00	0
TOTAL 00-GENERAL EXPENDITURES	207,041.39	566,934	13,412.80	80,326.68	0.00	14.17	486,608
TRANSFERS	0.00	23,000	0.00	0.00	0.00	0.00 (	23,000)
TOTAL EXPENDITURES	207,041.39	566,934	13,412.80	80,326.68	0.00	14.17	486,608
REVENUE OVER/ (UNDER) EXPENDITURES	(173,122.31)	(79,066)	35,445.02 (	31,459.51)	0.00	39.79 (	47,607)

CITY OF WINCREST
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: DECEMBER 31ST, 2013

13 -ECONOMIC DEVELOPMENT CORP

% OF YEAR COMPLETED: 25.00

REVENUES	PRIOR YEAR YTD BALANCE	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	YEAR TO DATE ENCUMBERED	% OF BUDGET	BUDGET BALANCE
13-4105 INCOME - OTHER	0.00	0	0.00	0.00	0.00	0.00	0
13-4110 INCOME - OTHER (HOT)	0.00	0	0.00	0.00	0.00	0.00	0
13-4111 INCOME - OTHER (GEN.FUND)	0.00	0	0.00	0.00	0.00	0.00	0
13-4112 INCOME-WALZEM RD GRANT	0.00	0	0.00	0.00	0.00	0.00	0
13-4113 INCOME-CORPORATE DONATIONS	0.00	0	0.00	0.00	0.00	0.00	0
13-4115 SALES TAX (.25)	33,875.98	487,618	48,852.65	48,852.65	0.00	10.02	438,765
13-4301 INTEREST	43.10	250	5.17	14.52	0.00	5.81	235
13-4900 PROCEEDS FROM CAPITAL LEASE	0.00	0	0.00	0.00	0.00	0.00	0
 TOTAL REVENUES	 33,919.08	 487,868	 48,857.82	 48,867.17	 0.00	 10.02	 439,001

CITY OF WINCREST
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: DECEMBER 31ST, 2013

13 -ECONOMIC DEVELOPMENT CORP

% OF YEAR COMPLETED: 25.00

	PRIOR YEAR	AMENDED	CURRENT	YEAR TO DATE	YEAR TO DATE	% OF	BUDGET
DEPARTMENTAL EXPENDITURES	YTD BALANCE	BUDGET	PERIOD	BALANCE	ENCUMBERED	BUDGET	BALANCE
 00-GENERAL EXPENDITURES =====							
<u>SALARIES & BENEFITS</u>							
13-500-009 SALARIES - EDC	13,461.55	0	0.00	0.00	0.00	0.00	0
13-500-010 ADMINISTRATIVE EXPENSES	0.00	4,000	0.00	0.00	0.00	0.00	4,000
13-500-011 EDC LONGEVITY	0.00	0	0.00	0.00	0.00	0.00	0
13-500-013 STIPEND	1,871.86	0	0.00	0.00	0.00	0.00	0
13-500-018 EDC EDUCATION PAY	0.00	0	0.00	0.00	0.00	0.00	0
13-500-020 EDC OVERTIME	0.00	0	0.00	0.00	0.00	0.00	0
13-500-030 SOCIAL SECURITY-EDC	1,356.10	0	0.00	0.00	0.00	0.00	0
13-500-040 HEALTH INSURANCE-EDC	2,904.14	0	0.00	0.00	0.00	0.00	0
13-500-050 RETIREMENT-EDC	1,068.60	0	0.00	0.00	0.00	0.00	0
13-500-060 WORKERS COMPENSATION-EDC	0.00	283	0.00	0.00	0.00	0.00	283
13-500-070 UNEMPLOYMENT COMPENSATION	135.00	135	0.00	135.00	0.00	100.00	0
13-500-080 CONTRACT LABOR	15,800.00	86,000	7,500.00	22,500.00	0.00	26.16	63,500
13-500-095 TERMINATION PAYOUT	0.00	0	0.00	0.00	0.00	0.00	0
TOTAL SALARIES & BENEFITS	36,597.25	90,418	7,500.00	22,635.00	0.00	25.03	67,783
 <u>OTHER EXPENSES</u>							
13-500-100 PUBLIC RELATION FEES-GENE	0.00	0	0.00	0.00	0.00	0.00	0
13-500-115 MOBILE TELEPHONE	276.95	1,450	0.00	104.88	0.00	7.23	1,345
13-500-120 DUES & SUBSCRIPTIONS	652.00	2,000	71.17	343.17	0.00	17.16	1,657
13-500-130 TRAINING	180.00	5,000	125.00	1,738.00	0.00	34.76	3,262
13-500-132 TRAVEL	277.26	13,062	76.48	569.44	0.00	4.36	12,493
13-500-135 MEALS & ENTERTAINMENT	1,870.50	5,000	670.97	2,644.58	0.00	52.89	2,355
13-500-200 COMPUTER MAINTENANCE	0.00	200	104.48	1,365.60	0.00	682.80 (	1,166)
13-500-201 WEBSITE MAINTENANCE	124.00	720	0.00	2,250.00	0.00	312.50 (	1,530)
13-500-205 REPAIRS & MAINT OF BUILDI	0.00	0	59.50	41.11	0.00	0.00 (	41)
13-500-250 LEGAL EXPENSES	7,500.00	40,000	2,650.00	7,650.00	0.00	19.13	32,350
13-500-290 AUDIT	2,750.00	5,500	0.00	400.00	0.00	7.27	5,100
13-500-430 SUPPLIES	13.18	3,250 (	155.35)	283.58	0.00	8.73	2,966
13-500-440 ELECTION EXPENSES	0.00	0	0.00	122.00	0.00	0.00 (	122)
13-500-510 VEHICLE EXPENSE-EDC	0.00	0	0.00	0.00	0.00	0.00	0
13-500-515 HEALTH EXPENSE ALLOW-DIRE	0.00	0	0.00	0.00	0.00	0.00	0
13-500-520 MOVING EXPENSE-DIRECTOR	0.00	0	0.00	0.00	0.00	0.00	0
13-500-540 VEHICLE FUEL	0.00	0	32.00	32.00	0.00	0.00 (	32)
13-500-590 POSTAGE	0.00	250	0.00	13.70	0.00	5.48	236
13-500-630 LEGAL ADVERTISING	0.00	776	0.00	0.00	0.00	0.00	776
13-500-640 COPIER USAGE	0.00	1,443	0.00	0.00	0.00	0.00	1,443
13-500-650 WALZEM RD GRANT EXPENSES	0.00	0	0.00	0.00	0.00	0.00	0
13-500-700 CONTINGENCIES	24.00	24,620	400.00	400.00	0.00	1.62	24,220
TOTAL OTHER EXPENSES	13,667.89	103,271	4,034.25	17,958.06	0.00	17.39	85,313
 <u>CAPITAL EXPENSES</u>							
13-500-800 EDC PROJECTS	4,937.50	200,000	0.00	1,398.51	0.00	0.70	198,601
13-500-801 PROMOTING WINDCREST	13,637.46	38,282	950.00	950.00	0.00	2.48	37,332
13-500-810 CAPITAL EXPENSE	0.00	0	0.00	0.00	0.00	0.00	0

CITY OF WINCREST
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: DECEMBER 31ST, 2013

13 -ECONOMIC DEVELOPMENT CORP

% OF YEAR COMPLETED: 25.00

DEPARTMENTAL EXPENDITURES	PRIOR YEAR YTD BALANCE	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	YEAR TO DATE ENCUMBERED	% OF BUDGET	BUDGET BALANCE
13-500-890 TLF LOAN PAYMENTS	26,778.43	97,450	0.00	26,029.40	0.00	26.71	71,421
13-500-891 RACKER ROAD PROJECT	104,461.19	0	928.55	3,645.01	0.00	0.00 (	3,645)
13-500-892 TLF INTEREST	<u>6,961.67</u>	<u>37,513</u>	<u>0.00</u>	<u>7,710.70</u>	<u>0.00</u>	<u>20.55</u>	<u>29,802</u>
TOTAL CAPITAL EXPENSES	156,776.25	373,245	1,878.55	39,733.62	0.00	10.65	333,512
<u>OTHER INCOME/EXPENSES</u>							
13-500-900 PRIOR PERIOD ADJUSTMENT	<u>0.00</u>	<u>0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0</u>
TOTAL OTHER INCOME/EXPENSES	0.00	0	0.00	0.00	0.00	0.00	0
TOTAL 00-GENERAL EXPENDITURES	207,041.39	566,934	13,412.80	80,326.68	0.00	14.17	486,608
<u>TRANSFERS</u>							
=====							
13-900-500 TRANSFER TO GEN. FUND	<u>0.00</u>	<u>23,000</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>23,000</u>
TOTAL TRANSFERS	0.00	23,000	0.00	0.00	0.00	0.00	23,000
TOTAL EXPENDITURES	207,041.39	566,934	13,412.80	80,326.68	0.00	14.17	486,608
REVENUE OVER/ (UNDER) EXPENDITURES	(173,122.31)	(102,066)	35,445.02 (	31,459.51)	0.00	30.82 (	70,607)

BALANCE SHEET

AS OF: JANUARY 31ST, 2014

13 -ECONOMIC DEVELOPMENT CORP

ACCOUNT# TITLE

ASSETS

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1102 CLAIM ON CASH	47,544.82
1105 CASH - CHECKING	317,593.36
1106 Savings - TLF Proceeds	342,850.30
1115 INVESTMENTS-TEXPOOL#15900001	0.00
1116 INVESTMENTS-TEXPOOL#15900003	0.00
1117 EXPENSE CARD	497.92
1204 PREPAID SALES TAX	13,875.26
1315 DUE FROM GENERAL FUND	0.00
1375 DUE FROM HOT FUND	0.00
1510 A/R SALES TAX	<u>0.00</u>
	<u>722,361.66</u>

TOTAL ASSETS	722,361.66
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LIABILITIES

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2315 DUE TO GENERAL FUND	40,000.00
2320 DUE TO TAXING ENTITIES	0.00
2400 A/P PENDING	309,393.70
2401 ACCOUNTS PAYABLE	0.00
2402 ALAMO TITLE ESCROW FUNDS	0.00
2410 A/P - SALES TAX	<u>0.00</u>
TOTAL LIABILITIES	<u>349,393.70</u>

EQUITY

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3201 FUND BALANCE	<u>385,966.68</u>
TOTAL BEGINNING EQUITY	385,966.68
TOTAL REVENUE	83,135.08
TOTAL EXPENSES	<u>96,133.80</u>
TOTAL SURPLUS/ (DEFICIT)	(12,998.72)
TOTAL EQUITY & SURPLUS/ (DEFICIT)	<u>372,967.96</u>
TOTAL LIABILITIES, EQUITY & SURPLUS/DEFICIT	722,361.66

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CITY OF WINCREST
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JANUARY 31ST, 2014

13 -ECONOMIC DEVELOPMENT CORP

FINANCIAL SUMMARY

% OF YEAR COMPLETED: 33.33

	PRIOR YEAR YTD BALANCE	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	YEAR TO DATE ENCUMBERED	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>							
ALL REVENUES	72,683.21	487,868	34,267.91	83,135.08	0.00	17.04	404,733
TOTAL REVENUES	72,683.21	487,868	34,267.91	83,135.08	0.00	17.04	404,733
 <u>EXPENDITURE SUMMARY</u>							
<u>00-GENERAL EXPENDITURES</u>							
SALARIES & BENEFITS	49,183.94	90,418	0.00	22,635.00	0.00	25.03 (	67,783)
OTHER EXPENSES	18,579.67	103,271	3,485.42	21,443.48	0.00	20.76 (	81,828)
CAPITAL EXPENSES	402,249.03	373,245	12,321.70	52,055.32	0.00	13.95 (	321,190)
OTHER INCOME/EXPENSES	0.00	0	0.00	0.00	0.00	0.00	0
TOTAL 00-GENERAL EXPENDITURES	470,012.64	566,934	15,807.12	96,133.80	0.00	16.96	470,801
TRANSFERS	0.00	23,000	0.00	0.00	0.00	0.00 (	23,000)
TOTAL EXPENDITURES	470,012.64	566,934	15,807.12	96,133.80	0.00	16.96	470,801
REVENUE OVER/ (UNDER) EXPENDITURES	(397,329.43)	(79,066)	18,460.79	(12,998.72)	0.00	16.44 (	66,068)

CITY OF WINCREST
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JANUARY 31ST, 2014

13 -ECONOMIC DEVELOPMENT CORP

% OF YEAR COMPLETED: 33.33

REVENUES	PRIOR YEAR YTD BALANCE	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	YEAR TO DATE ENCUMBERED	% OF BUDGET	BUDGET BALANCE
13-4105 INCOME - OTHER	0.00	0	0.00	0.00	0.00	0.00	0
13-4110 INCOME - OTHER (HOT)	0.00	0	0.00	0.00	0.00	0.00	0
13-4111 INCOME - OTHER (GEN.FUND)	0.00	0	0.00	0.00	0.00	0.00	0
13-4112 INCOME-WALZEM RD GRANT	0.00	0	0.00	0.00	0.00	0.00	0
13-4113 INCOME-CORPORATE DONATIONS	0.00	0	0.00	0.00	0.00	0.00	0
13-4115 SALES TAX (.25)	72,637.00	487,618	34,262.85	83,115.50	0.00	17.05	404,503
13-4301 INTEREST	46.21	250	5.06	19.58	0.00	7.83	230
13-4900 PROCEEDS FROM CAPITAL LEASE	0.00	0	0.00	0.00	0.00	0.00	0
 TOTAL REVENUES	 72,683.21	 487,868	 34,267.91	 83,135.08	 0.00	 17.04	 404,733

CITY OF WINCREST
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JANUARY 31ST, 2014

13 -ECONOMIC DEVELOPMENT CORP

% OF YEAR COMPLETED: 33.33

DEPARTMENTAL EXPENDITURES	PRIOR YEAR YTD BALANCE	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	YEAR TO DATE ENCUMBERED	% OF BUDGET	BUDGET BALANCE
00-GENERAL EXPENDITURES							
SALARIES & BENEFITS							
13-500-009 SALARIES - EDC	18,846.17	0	0.00	0.00	0.00	0.00	0
13-500-010 ADMINISTRATIVE EXPENSES	0.00	4,000	0.00	0.00	0.00	0.00	4,000
13-500-011 EDC LONGEVITY	0.00	0	0.00	0.00	0.00	0.00	0
13-500-013 STIPEND	1,871.86	0	0.00	0.00	0.00	0.00	0
13-500-018 EDC EDUCATION PAY	0.00	0	0.00	0.00	0.00	0.00	0
13-500-020 EDC OVERTIME	0.00	0	0.00	0.00	0.00	0.00	0
13-500-030 SOCIAL SECURITY-EDC	1,775.70	0	0.00	0.00	0.00	0.00	0
13-500-040 HEALTH INSURANCE-EDC	4,095.78	0	0.00	0.00	0.00	0.00	0
13-500-050 RETIREMENT-EDC	1,459.43	0	0.00	0.00	0.00	0.00	0
13-500-060 WORKERS COMPENSATION-EDC	0.00	283	0.00	0.00	0.00	0.00	283
13-500-070 UNEMPLOYMENT COMPENSATION	135.00	135	0.00	135.00	0.00	100.00	0
13-500-080 CONTRACT LABOR	21,000.00	86,000	0.00	22,500.00	0.00	26.16	63,500
13-500-095 TERMINATION PAYOUT	0.00	0	0.00	0.00	0.00	0.00	0
TOTAL SALARIES & BENEFITS	49,183.94	90,418	0.00	22,635.00	0.00	25.03	67,783
OTHER EXPENSES							
13-500-100 PUBLIC RELATION FEES-GENE	0.00	0	0.00	0.00	0.00	0.00	0
13-500-115 MOBILE TELEPHONE	387.73	1,450	0.00	104.88	0.00	7.23	1,345
13-500-120 DUES & SUBSCRIPTIONS	802.00	2,000	232.50	575.67	0.00	28.78	1,424
13-500-130 TRAINING	530.00	5,000	995.00	2,733.00	0.00	54.66	2,267
13-500-132 TRAVEL	277.26	13,062	0.00	569.44	0.00	4.36	12,493
13-500-135 MEALS & ENTERTAINMENT	2,870.50	5,000	189.00	2,833.58	0.00	56.67	2,166
13-500-200 COMPUTER MAINTENANCE	0.00	200	0.00	1,365.60	0.00	682.80 (	1,166)
13-500-201 WEBSITE MAINTENANCE	263.00	720	0.00	2,250.00	0.00	312.50 (	1,530)
13-500-205 REPAIRS & MAINT OF BUILDI	0.00	0	0.00	41.11	0.00	0.00 (	41)
13-500-250 LEGAL EXPENSES	10,000.00	40,000	0.00	7,650.00	0.00	19.13	32,350
13-500-290 AUDIT	3,400.00	5,500	0.00	400.00	0.00	7.27	5,100
13-500-430 SUPPLIES	13.18	3,250	2,068.92	2,352.50	0.00	72.38	898
13-500-440 ELECTION EXPENSES	0.00	0	0.00	122.00	0.00	0.00 (	122)
13-500-510 VEHICLE EXPENSE-EDC	0.00	0	0.00	0.00	0.00	0.00	0
13-500-515 HEALTH EXPENSE ALLOW-DIRE	0.00	0	0.00	0.00	0.00	0.00	0
13-500-520 MOVING EXPENSE-DIRECTOR	0.00	0	0.00	0.00	0.00	0.00	0
13-500-540 VEHICLE FUEL	0.00	0	0.00	32.00	0.00	0.00 (	32)
13-500-590 POSTAGE	0.00	250	0.00	13.70	0.00	5.48	236
13-500-630 LEGAL ADVERTISING	0.00	776	0.00	0.00	0.00	0.00	776
13-500-640 COPIER USAGE	0.00	1,443	0.00	0.00	0.00	0.00	1,443
13-500-650 WALZEM RD GRANT EXPENSES	0.00	0	0.00	0.00	0.00	0.00	0
13-500-700 CONTINGENCIES	36.00	24,620	0.00	400.00	0.00	1.62	24,220
TOTAL OTHER EXPENSES	18,579.67	103,271	3,485.42	21,443.48	0.00	20.76	81,828
CAPITAL EXPENSES							
13-500-800 EDC PROJECTS	4,937.50	200,000	0.00	1,398.51	0.00	0.70	198,601
13-500-801 PROMOTING WINDCREST	15,338.04	38,282	1,075.00	2,025.00	0.00	5.29	36,257
13-500-810 CAPITAL EXPENSE	0.00	0	0.00	0.00	0.00	0.00	0

CITY OF WINCREST
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JANUARY 31ST, 2014

13 -ECONOMIC DEVELOPMENT CORP

% OF YEAR COMPLETED: 33.33

DEPARTMENTAL EXPENDITURES	PRIOR YEAR YTD BALANCE	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	YEAR TO DATE ENCUMBERED	% OF BUDGET	BUDGET BALANCE
13-500-890 TLF LOAN PAYMENTS	34,074.43	97,450	8,715.66	34,745.06	0.00	35.65	62,705
13-500-891 RACKER ROAD PROJECT	336,986.69	0	0.00	3,645.01	0.00	0.00	(3,645)
13-500-892 TLF INTEREST	<u>10,912.37</u>	<u>37,513</u>	<u>2,531.04</u>	<u>10,241.74</u>	<u>0.00</u>	<u>27.30</u>	<u>27,271</u>
TOTAL CAPITAL EXPENSES	402,249.03	373,245	12,321.70	52,055.32	0.00	13.95	321,190
<u>OTHER INCOME/EXPENSES</u>							
13-500-900 PRIOR PERIOD ADJUSTMENT	<u>0.00</u>	<u>0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0</u>
TOTAL OTHER INCOME/EXPENSES	0.00	0	0.00	0.00	0.00	0.00	0
TOTAL 00-GENERAL EXPENDITURES	470,012.64	566,934	15,807.12	96,133.80	0.00	16.96	470,801
<u>TRANSFERS</u>							
13-900-500 TRANSFER TO GEN. FUND	<u>0.00</u>	<u>23,000</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>23,000</u>
TOTAL TRANSFERS	0.00	23,000	0.00	0.00	0.00	0.00	23,000
TOTAL EXPENDITURES	470,012.64	566,934	15,807.12	96,133.80	0.00	16.96	470,801
REVENUE OVER/ (UNDER) EXPENDITURES	(397,329.43)	(102,066)	18,460.79	(12,998.72)	0.00	12.74	(89,068)



WEDC Agenda Item Report

February 25, 2014

Contact –Sarah Mangham

smangham@windcrest-tx.gov

SUBJECT:
**DISCUSS AND ACT ON THE SELECTION OF An AUDIT
RFP REVIEW COMMITTEE.**

1. BACKGROUND/HISTORY

As part of the City Charter requirements, the City of Windcrest must solicit and select new Auditors every three years. We have used Garza/Gonzalez & Associates for the past three fiscal audits 10/11 11/12 and 12/13. Previous review committee was made up of two City Council Members, and two EDC Board members. They are listed below.

- Council Person Shelton
- Council Person Davis
- Board Member Col Wratishlaw
- Board Member Lisa Pepi

2. FINDINGS/CURRENT ACTIVITY

Does the Council / EDC wish to continue asking the Council and Board members to be on the selection committee? If so, who would they like to appoint?

3. FINANCIAL IMPACT -
N/A

4. ACTION OPTIONS/RECOMMENDATION

Staff seeks direction on the appointment of an Auditor selection committee.

Robert Colunga WEDC Executive Director

WEDC Report for Month of January, 2014

1. Working with In-n-Out Burger staff and contractors to coordinate construction and development of their first location in Bexar County.
2. Grand Opening of the New Burke's Outlet store in the Windcrest Park Centre
3. Re-platting of the old Frost Bank Building
4. Windcrest Master Plan Committee agenda, workshops and meetings
5. Planning and Zoning Agenda and assisting businesses with their questions and request.
6. WEDC is creating a new Business Retention and Expansion Program to present the WEDC Board for Approval.
7. Implementing marketing strategy for the 2014 year and modifying our approach in Marketing Windcrest
8. Working with the Walzem Road Area Revitalization Committee and other local entities and HOA which have an effect on Windcrest.
9. Work with TXDOT on construction issues with the 35 expansion.
10. Working with developer on the demolition of the old Frost Bank building located on the access road for the end of this year and working on a re-plat of the area.
11. Working with Whitestone-Reit with the development of the Burkes Outlet store.
12. Working with Rackspace on future projects and development.
13. Working with Valcor properties on new business to be located in the Old Chuck E Cheese location.
14. Working with Park & Recreation Board on placement of one of our bike racks and the property owners of Starbucks for another location.
15. Closing of the Racker Road project and to ensure that all request of the WEDC board are being met as to the completion and working with Rackspace to ensure that all aspects of our involvement in the Rackspace Campus are completed and ready for turnover to the City of Windcrest.
16. Working with San Dollar Pools, Dunkin Donuts, Baskin Robbins and Dr. Chan neck and back pain clinic on their applications for the Storefront and Streetscape Improvement Program.
17. Assisting the Fire Department so they can utilize the old Frost bank building for training purposes.
18. Working with the Weitzman Group, Whitestone-Reit, Turner Busby Development with potential businesses and development.
19. Interacting with other communities and addressing issues and concerns they may perceive with future or possible development which is occurring in Windcrest.
20. Working on closing with developer on lot located on the 111 acres area.
21. Development issues with the 111 acres to ensure we have as much commercial utilization as possible and if at all possible no multi-family and to work with local governmental agencies and state agencies to ensure success of the development.

22. Working with the City of San Antonio on sync issues with Walzem Road and Racker Road as they are contracted by TX DOT for synchronization and maintenance and working with them and the City of Windcrest to create a contract for future maintenance of the City of Windcrest Street lights.
23. Working with the City of San Antonio to clean up boundary issues which are a hindrance to future development both on the 111 acres and on lots along the IH35 access road.
24. Working with the MPO, Alamo RMA, NEP, ACCOG, CPS, SAWS, TX DOT on projects that effect our Cities development and growth and working with again with our legislators in Austin to ensure that our needs our presented and have a voice. Also work with our City Boards when needed to assist in Government Relations, i.e. Parks and Rec, Zoning, etc.
25. Working with governing bodies to ensure that the City of Windcrest has an involvement in boards or committees that have a direct effect on our City.
26. Create and Develop a strategic master plan for the City, WEDC and other governing boards that coincides with what the City Council, WEDC Board and other boards envision for the short and long term goals with Katie Brought. This would entail a schedule of events for the year with planning and committees, looking at events for educations, business development, community, governmental, etc.
27. Working with the Planning and Zoning on workshops and assisting them in their duties. Working with Ms. Cedillo in bringing up new board members up to speed with current developments.
28. Updating of Develop Windcrest website and Windcrest Windfall website and phone application and working with businesses to get new incentives for the application users.

February 3, 2014

VIA E-MAIL

Mayor Alan Baxter
City of Windcrest
8601 Midcrown Drive
Windcrest, Texas 78239

RE: "B-3" Zoning District Revisions

Dear Mayor Baxter:

On behalf of our client, Stratford Land, I want to thank you and the Windcrest City Council for your recent approval of the new "B-3" Business zoning district ordinance ("Ordinance"). As you are aware, Stratford Land is the owner of approximately 111 acres along IH-35 and Eisenhower Road. The purpose of this letter is to ask for your assistance in clarifying the Ordinance.

The "B-3" zoning district could be a valuable tool for the City of Windcrest ("City") in facilitating the development of the currently undeveloped frontage along IH-35 and Eisenhower Road. However, a provision in the Ordinance will need a minor modification to make this an effective land use tool.

We are requesting that the City clarify the Ordinance by revising Section 23.1401(d), which relates to the maximum area of City Council approved uses ("CC Uses"). The Ordinance as adopted provides that "CC" uses located within a tract of 40 acres or larger are restricted to 0-25 acres for such activities."

We ask that this be revised as follows "CC" uses are limited to 65% of the gross area of the conceptual land use plan." We would ask that this be brought forward for consideration by City Council at the earliest possible date. Time is of the essence in clarifying the Ordinance.

If you have any questions regarding this matter, please do not hesitate to contact me at your convenience at (210) 448-9980, or via email at rob@kk-lawfirm.com.

Sincerely,

By: 
Rob Killen

ORDINANCE NO. 2014-____ (O)

AN ORDINANCE AMENDING CHAPTER 23 OF THE CODE OF ORDINANCES OF THE CITY OF WINDCREST, TEXAS TO REVISE SECTION 23.1401 (d) RELATING TO THE AREA OF CC USES WITHIN LARGE TRACTS OF LAND

WHEREAS, the City of Windcrest desires to revise its newly adopted “B-3” Business District zoning category relating to the area of CC uses within large tracts of land; and

WHEREAS, these regulations are established for the purposes of promoting health and the general welfare; and

WHEREAS, the Planning and Zoning Commission, after a public meeting was held by it on February ___, 2014, recommended that Chapter 23 of the City Code of the City of Windcrest be amended by the City Council of the City of Windcrest; and,

WHEREAS, the City Council at a public meeting held by it on February ___, 2014 received said recommendation from the Planning and Zoning Commission and, after considering said recommendation and hearing the proponents and opponents to said recommendation, is of the opinion that such amendment be adopted.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WINDCREST, TEXAS that Chapter 23, Section 23.1401 (d) of the Code of Ordinances be amended to read as follows:

“(d) “CC” uses located within a tract of 40 acres or larger are limited to 65% of the gross area of the conceptual land use plan.”

That, in the event any provision of this Ordinance is held to be invalid, it is the intention of the City Council that this Ordinance be of no force and effect whatsoever. That, this Ordinance shall become effective immediately upon its passage.

PASSED AND APPROVED, on the ____ day of February, 2014 at a regular meeting of the City Council of the City of Windcrest, Texas which meeting was held in compliance with the Open Meetings Act, Tex. Gov’t Code, §551.001, et.seq. at which meeting a quorum was present and voting.

Alan Baxter, Mayor

ATTEST:

Kelly Rodriguez, City Secretary

APPROVED:

Michael S. Brenan, City Attorney