



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

Regular Meeting

**February 22, 2017
5:00 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 22nd DAY OF FEBRUARY 2017 STARTING AT 5:00 P.M. DURING THE MEETING, THE BOARD WILL CONSIDER, DELIBERATE AND MAY TAKE ACTION UPON ANY OF THE SUBJECTS LISTED BELOW.

IT IS THE INTENT OF THE BOARD TO HAVE A QUORUM PHYSICALLY PRESENT AT THE ABOVE ADDRESS. BOARD MEMBERS NOT PHYSICALLY PRESENT MAY PARTICIPATE BY LIVE TWOWAY VIDEO AND AUDIO FEED IN ACCORDANCE WITH THE TEXAS OPEN MEETINGS ACT. IF A QUORUM OF THE BOARD CANNOT BE PHYSICALLY PRESENT AT THE ABOVE ADDRESS, IT IS THE INTENT TO HAVE THE PRESIDING OFFICER PHYSICALLY PRESENT AT THE ABOVE ADDRESS.

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 well-being 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. Receive report from executive director on golf course project feasibility.
2. Coordinator Report (Ms. Killian) regarding updates to business contacts and Facebook project.

III. Citizens to be Heard

1. Members of the public may sign up to provide public comments to the Board in accordance with Board and City ordinance and policy.

IV. Discuss and Act

1. Consider and take possible action relating to golf course project.
2. Consider and take possible action concerning Fiesta or Pre-Fiesta Event for Promoting City of Windcrest and approving budget for same.
3. Report on and consider and take possible action relating to monthly financial report.

V. Executive Session

1. Consultation with Legal Counsel under Government Code 551.071 and 551.072 regarding pending legal matters and real estate.

VI. General Announcements and Future Agenda Items Requested

VII. 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 22nd of February 2017.

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 _____ 20____.

By: _____
Kelly Rodriguez, City Secretary

2-16-2017 02:00 PM

CITY OF WINCREST
BALANCE SHEET
AS OF: JANUARY 31ST, 2017

13 -ECONOMIC DEVELOPMENT CORP

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE	
ASSETS			
=====			
13-1102	CLAIM ON CASH	416,500.48	
13-1105	CASH - CHECKING	33,685.43	
13-1106	Savings - TLF Proceeds	0.00	
13-1115	INVESTMENTS-TEXPOOL#15900001	0.00	
13-1116	INVESTMENTS-TEXPOOL#15900003	0.00	
13-1117	EXPENSE CARD	4,455.40	
13-1118	EDC - Investment First Public	107,848.95	
13-1204	PREPAID SALES TAX	0.26	
13-1315	DUE FROM GENERAL FUND	0.00	
13-1375	DUE FROM HOT FUND	0.00	
13-1510	A/R SALES TAX	(0.02)	
			562,490.50
TOTAL ASSETS			562,490.50
			=====
LIABILITIES			
=====			
13-2315	DUE TO GENERAL FUND	145,000.00	
13-2320	DUE TO TAXING ENTITIES	0.00	
13-2400	A/P PENDING	(21,056.31)	
13-2401	ACCOUNTS PAYABLE	0.00	
13-2402	ALAMO TITLE ESCROW FUNDS	0.00	
13-2410	A/P - SALES TAX	16,098.33	
	TOTAL LIABILITIES		140,042.02
EQUITY			
=====			
13-3201	FUND BALANCE	415,423.14	
	TOTAL BEGINNING EQUITY	415,423.14	
	TOTAL REVENUE	95,269.72	
	TOTAL EXPENSES	88,244.38	
	TOTAL INCREASE/(DECREASE) IN FUND BAL.	7,025.34	
	TOTAL EQUITY & FUND BALANCE		422,448.48
	TOTAL LIABILITIES, EQUITY & FUND BALANCE		562,490.50
			=====

2-16-2017 02:00 PM

CITY OF WINCREST
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JANUARY 31ST, 2017

13 -ECONOMIC DEVELOPMENT CORP

% OF YEAR COMPLE

	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED
<u>REVENUE SUMMARY</u>						
ALL REVENUES	510,250	510,250	36,107.41	95,269.72	79,416.30	0.00
TOTAL REVENUES	510,250	510,250	36,107.41	95,269.72	79,416.30	0.00
<u>EXPENDITURE SUMMARY</u>						
<u>00-GENERAL EXPENDITURES</u>						
SALARIES & BENEFITS	156,243	156,243	6,159.02	18,294.66	31,542.00	0.00
OTHER EXPENSES	80,320	80,320	6,362.54	23,961.28	14,531.45	0.00
CAPITAL EXPENSES	274,384	274,384	0.00	45,988.44	41,058.10	0.00
OTHER INCOME/EXPENSES	0	0	0.00	0.00	0.00	0.00
TOTAL 00-GENERAL EXPENDITURES	510,947	510,947	12,521.56	88,244.38	87,131.55	0.00
TOTAL EXPENDITURES	510,947	510,947	12,521.56	88,244.38	87,131.55	0.00
REVENUE OVER/(UNDER) EXPENDITURES	(697)	(697)	23,585.85	7,025.34	(7,715.25)	0.00

CITY OF WINCREST
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: JANUARY 31ST, 2017

13 -ECONOMIC DEVELOPMENT CORP

% OF YEAR COMPLE

REVENUES	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED
13-4105 INCOME - OTHER	0	0	0.00	0.00	0.00	0.00
13-4110 INCOME - OTHER (HOT)	0	0	0.00	0.00	0.00	0.00
13-4111 INCOME - OTHER (GEN.FUND)	0	0	0.00	0.00	0.00	0.00
13-4112 INCOME-WALZEM RD GRANT	0	0	0.00	0.00	0.00	0.00
13-4113 INCOME-CORPORATE DONATIONS	0	0	0.00	0.00	0.00	0.00
13-4115 SALES TAX (.25)	510,000	510,000	36,104.69	95,068.65	79,415.71	0.00
13-4301 INTEREST	250	250	2.72	201.07	0.59	0.00
13-4900 PROCEEDS FROM CAPITAL LEASE	0	0	0.00	0.00	0.00	0.00
TOTAL REVENUES	510,250	510,250	36,107.41	95,269.72	79,416.30	0.00

CITY OF WINCREST
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JANUARY 31ST, 2017

13 -ECONOMIC DEVELOPMENT CORP

% OF YEAR COMPLE

DEPARTMENTAL EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED
00-GENERAL EXPENDITURES						
SALARIES & BENEFITS						
13-500-009 SALARIES - EDC	120,000	120,000	5,968.64	16,731.24	0.00	0.00
13-500-010 ADMINISTRATIVE EXPENSES	0	0	0.00	0.00	0.00	0.00
13-500-011 EDC LONGEVITY	0	0	0.00	0.00	0.00	0.00
13-500-013 STIPEND	2,075	2,075	0.00	649.70	500.00	0.00
13-500-018 EDC EDUCATION PAY	0	0	0.00	0.00	0.00	0.00
13-500-020 EDC OVERTIME	2,000	2,000	0.00	0.00	0.00	0.00
13-500-030 SOCIAL SECURITY-EDC	9,180	9,180	190.38	913.72	0.00	0.00
13-500-040 HEALTH INSURANCE-EDC	14,188	14,188	0.00	0.00	25.10	0.00
13-500-050 RETIREMENT-EDC	7,800	7,800	0.00	0.00	0.00	0.00
13-500-060 WORKERS COMPENSATION-EDC	500	500	0.00	0.00	0.00	0.00
13-500-070 UNEMPLOYMENT COMPENSATION	500	500	0.00	0.00	116.90	0.00
13-500-080 CONTRACT LABOR	0	0	0.00	0.00	30,900.00	0.00
13-500-095 TERMINATION PAYOUT	0	0	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	156,243	156,243	6,159.02	18,294.66	31,542.00	0.00
OTHER EXPENSES						
13-500-100 PUBLIC RELATION FEES-GENERAL	0	0	0.00	0.00	0.00	0.00
13-500-115 MOBILE TELEPHONE	1,200	1,200	0.00	30.52	30.50	0.00
13-500-120 DUES & SUBSCRIPTIONS	3,000	3,000	75.75	303.00	925.65	0.00
13-500-130 TRAINING	7,000	7,000	0.00	0.00	619.00	0.00
13-500-132 TRAVEL	18,000	18,000	0.00	0.00	488.26	0.00
13-500-135 MEALS & ENTERTAINMENT	7,000	7,000	0.00	86.06	743.64	0.00
13-500-200 COMPUTER MAINTENANCE	4,000	4,000	0.00	0.00	1,353.10	0.00
13-500-201 WEBSITE MAINTENANCE	1,500	1,500	0.00	171.88	91.50	0.00
13-500-205 REPAIRS & MAINT OF BUILDING	1,000	1,000	0.00	0.00	0.00	0.00
13-500-250 LEGAL EXPENSES	25,000	25,000	3,985.99	19,141.09	3,756.36	0.00
13-500-290 AUDIT	3,500	3,500	0.00	2,000.00	3,500.00	0.00
13-500-430 SUPPLIES	3,000	3,000	1,009.76	1,429.19	565.42	0.00
13-500-440 ELECTION EXPENSES	0	0	0.00	0.00	0.00	0.00
13-500-510 VEHICLE EXPENSE-EDC	0	0	0.00	9.00	0.00	0.00
13-500-515 HEALTH EXPENSE ALLOW-DIRECTO	0	0	0.00	584.76)	998.06	0.00
13-500-520 MOVING EXPENSE-DIRECTOR	0	0	0.00	0.00	100.50	0.00
13-500-540 VEHICLE FUEL	1,000	1,000	15.00	65.50	0.00	0.00
13-500-590 POSTAGE	500	500	0.00	0.00	9.80	0.00
13-500-630 LEGAL ADVERTISING	0	0	0.00	0.00	895.00	0.00
13-500-640 COPIER USAGE	0	0	0.00	0.00	0.00	0.00
13-500-650 WALZEM RD GRANT EXPENSES	0	0	0.00	0.00	0.00	0.00
13-500-700 CONTINGENCIES	4,620	4,620	1,276.04	1,309.80	454.66	0.00
TOTAL OTHER EXPENSES	80,320	80,320	6,362.54	23,961.28	14,531.45	0.00
CAPITAL EXPENSES						
13-500-800 EDC PROJECTS	78,000	78,000	0.00	0.00	90.00	0.00
13-500-801 PROMOTING WINDCREST	45,000	45,000	0.00	75.00)	7,228.00	0.00
13-500-810 CAPITAL EXPENSE	0	0	0.00	0.00	0.00	0.00

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13-500-890 TLF LOAN PAYMENTS	138,180	138,180	0.00	41,648.69	29,371.91	0.00
13-500-891 RACKER ROAD PROJECT	0	0	0.00	0.00	0.00	0.00
13-500-892 TLF INTEREST	13,204	13,204	0.00	4,414.75	4,368.19	0.00
TOTAL CAPITAL EXPENSES	274,384	274,384	0.00	45,988.44	41,058.10	0.00
OTHER INCOME/EXPENSES						
13-500-900 PRIOR PERIOD ADJUSTMENT	0	0	0.00	0.00	0.00	0.00
TOTAL OTHER INCOME/EXPENSES	0	0	0.00	0.00	0.00	0.00
TOTAL 00-GENERAL EXPENDITURES	510,947	510,947	12,521.56	88,244.38	87,131.55	0.00
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