

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

Regular Meeting

**February 12, 2015
6:00 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 12th DAY OF FEBRUARY 2015 STARTING AT 6:00 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. Ronald Witcher Sr. President of Artic Ape on their investment in a new location in Windcrest and their application for the Storefront and Streetscape Improvement Program.(Att. 1)
2. Sarah Mangham, Municipal Finance Officer, will give an update on the WEDC finances as of August 30, 2014.(Att. 2)
3. Robert Colunga, Executive Director, will give a presentation on a new event to promote and develop businesses in the City of Windcrest.(Att. 3)
4. Robert Colunga, Executive Director, will give a report on the WEDC activities for the month of January 2015.(Att. 4)

III. Citizens to be Heard

IV. Discussion

V. Discuss and Act

1. The WEDC Board of Directors will discuss and may take action regarding the application of Artic Ape for the Storefront and Streetscape Improvement Program. (Att. 1)
2. The WEDC Board of Directors will discuss and may take action regarding the purchase of a new WEDC Vehicle and authorize WEDC Director Robert Colunga is authorized to negotiate and execute a contract with Caldwell Chevrolet for such purchase. (Att. 5)

VI. Executive Session

1. The WEDC will conduct a closed session as authorized by Section 551.072 of the Texas Government Code to discuss of purchase, lease, sale or exchange of real property and improvements near Rackspace Hosting.

VII. Open Session

1. The WEDC Board will Consider and take possible action to authorize due diligence on real estate and improvements as discussed in closed session and authorize the WEDC Director to execute such action as directed.

VIII. General Announcements and Future Agenda Items Requested

IX. 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 12th of February 2015.

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 2015.

By: _____
Kelly Rodriguez, City Secretary

**STOREFRONT AND STREETSCAPE
IMPROVEMENT PROGRAM
APPLICATION**

Applicant Name: ARCTIC APE, INC

Applicant Address: 5221 WALZEM RD SUITE 1
WINDCREST, TX 78218

Contact Person: RONDALE WITCHER, SR, PRESIDENT

Phone: (210) 259-7030

Email: RONDALE999@YAHOO.COM

Business Description: SELF-SERVICE
FROZEN DESSERT STORE WITH FROZEN

YOGURT, GELATO, CUSTARD, SHAKES, SORBET, ITALIAN
ICE & TOPPINGS

Certificate of Occupancy/Business Registration Number and Date Issued: _____

APPLIED FOR DECEMBER 2014

Texas Sales and Use Tax I.D. Number: 3-20507-9207-9

Relationship between the Applicant and the storefront and/or streetscape:

☐ Owner ☒ Tenant

Property Owner: M2G REAL ESTATE, LLC

Property Owner's Phone: PROPERTY MANAGER, HP1 - LORIE WADE (210)

Length and expiration date of lease of business: 5 YRS, 6 MONTHS - OPTION 5 YRS

If expiration date less than 2 years, do you intend to renew? JUNE 2019

Square footage of establishment: 1820

PLANNED OPENING MARCH 1st 2015
Days/hours of operation: ~~MAR~~ = SUN-THU 11-9 FRI-SAT 11-10

Are all of the business' local, state and federal taxes paid up-to-date?

☒ Yes ☐ No (if no, provide explanation) _____

Does the business have any outstanding City of Windcrest code violations and/or fines?

☐ Yes ☒ No (if yes, provide explanation) _____

Grant Amount Requested: 8,900.00

Estimated Cost of the Project: 17,800.09

Worked to be performed by: NEW IMAGE, EIB CONTRACTORS

Estimated Project Start and End Dates: ~~NO~~ ^{RW} DEC 2014, FEB 28, 2015

What is Applicants' current or past community involvement?: US ARMY VETERAN,
RESIDENT OF WINDCREST SINCE DEC 2009, WINNER 2ND PLACE
JOYFUL IN 2014 + 3RD PLACE IN 2013 - WINDCREST LIGHTUP, SPONSOR
WINDCREST LITTLE LEAGUE 2015 SEASON

Please include the following information with your application:

1. If the Applicant is a business tenant, letter of permission from the property owner to participate in the Storefront and Streetscape Improvement Program
 - a. Letters should include the expiration date of the current lease
2. Color photographs of existing conditions with description of what is represented in each photograph prior to making the proposed improvements
3. Written statement of the project scope and why improvements are needed. Provide as much detail as possible, including what you are changing or replacing, type of new materials to be used, color, location on building, etc.
4. Architectural drawings and/or renderings of the improvements, reflecting placement, materials and colors to be used. Some minor projects may only require pictures of materials.
5. A copy of bids from at least two (2) different contractors plus an additional bid if Applicant is a licensed contractor and plans to do the work.

By affixing your signature the Applicant acknowledges they have read and agreed to the Windcrest Economic Development Corporation Storefront and Streetscape Improvement Program Guidelines and General Conditions. The Applicant understands that this application and its contents shall be binding on the Applicant at the discretion of the WEDC. Applicant understands that all grants are awarded on rebate basis after all work has been certified completed by the Windcrest Economic Development Corporation. Applicant understands that his/her project will be evaluated and recommendations made as to scope of work to be included in the Storefront and Streetscape Improvement Program. Applicant understands that submittal of this application in no way guarantees him/her a grant from the Windcrest Economic Development Corporation. Applicant understands that additional information may be requested as needed. The Windcrest Economic Development Corporation reserves the right to reject any and all applications at its sole discretion.

It is expressly understood that work commenced or completed prior to the final approval of the grant is ineligible for funding. The Applicant is solely responsible for overseeing the work and will not seek to hold the City of Windcrest or the Windcrest Economic Development Corporation liable for any property damage, personal injury, or other loss related to the Storefront and Streetscape Improvement Program. The Applicant agrees to indemnify the City of Windcrest and Windcrest Economic Development Corporation and/or their agents, employees, officers and/or directors from any claims or damages resulting from the project, including reasonable attorneys' fees.

If property is owned by a corporation, partnership, or joint venture, an individual legally authorized to represent the entity must sign below on behalf of the entity.

Signature of Applicant: Ronald D. Witches, Jr. Date: Feb 5, 2015

Printed Name of Applicant: RONALD D. WITCHES, JR. Title: PRESIDENT

Signature of Property Owner: _____ Date: _____

Printed Name of Property Owner: _____ Title: _____

3 PORTIONS OF PROJECT

STORE FASCIAS SIGNS & PYLONS SIGNS 14,895.20

DOOR - ENTRANCE & EXIT RENOVATION 647.34

REMOVE EXISTING STRIP ALARM TAPE 22,576.55
AND ANTIQUATED WINDOW TINT - 17,800.09
THEN REPLACE WITH ENERGY
CONSERVATION - ARCHITECTURAL
WINDOW TINT

ATTACHED:

INVOICES/PROPOSALS

EMAIL APPROVALS FROM PROPERTY MANAGERS

ALL WINDCREST PERMITS HAVE BEEN RECEIVED
& FEES PAID,

R. Witches, Jr., PRESIDENT

CHANGE ORDER

From: E I B Contractors, Inc.
5416 Schertz Rd.
San Antonio TX 78233
Phone: 210-650-9494
Fax: 210-650-9480

To: Arctic Ape, Inc.
Ron Witcher
6303 Mallard Point
Windcrest, TX 78039
Contract Date: 08/13/2014

Job Name: Arctic Ape Yogurt Shop
Job Address: 5221 Walzem Rd.
Windcrest, TX

C/O No.: 1
Job No.: 201441
Date: 01/26/2015

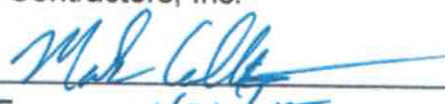
- Furnish and install hexagon cabinet with hexagon box on top 1,150.00
- Furnish labor and materials to repair the two existing glass front doors. 647.34
To include: 2 new surface mounted door closers, 2 each new door sweeps,
Reinstall customers supplied push bar and install 2 each felt on both doors

Subtotal	1,797.34
O/H&P	197.71
Sales Tax	164.59

Total This Change Order 2,159.64

The Original Contract Sum was	141,051.45
Net Change by Previous Change Orders	0.00
The Contract Sum Prior to This Change Order	141,051.45
The Contract Sum will be Increased by this Change Order	2,159.64
The New Contract Sum, Including this Change Order will be	143,211.09

E I B Contractors, Inc.

BY 
DATE 1/26/15

Arctic Ape, Inc.

BY 
DATE Jan 26, 2015

New Image DM&M, LLC

4238 Centergate Street
San Antonio, TX 78217
P 210.805.9393

Invoice

Number: 17195

Date: November 06, 2014

Bill To:

R.J. Witcher
Arctic Ape
5221 Walzem Road
San Antonio, TX 78218 770-315-8663

Ship To:

--

PO Number	Terms	Customer #	Ship	Via	Project
	70% Deposit				Signage

Item #	Description	Quantity	Price Each	Tax	Amount
	30" Channel Letter Sets, LED Illuminated mounted on raceway, 2 sets on corner location of building	1.00	9,460.00	✓	9,460.00
	Pylon Faces, 16' x 33", new faces with graphics installed	1.00	1,810.00	✓	1,810.00
	Burgundy Faces	1.00	2,490.00	✓	2,490.00
Sub-Total					\$13,760.00
State Tax 8.25% on 13,760.00					1,135.20
Total					\$14,895.20

Amount Paid: 12,199.78

Amount Due: 2,695.42

0 - 30 days	31 - 60 days	61 - 90 days	> 90 days	Total
\$0.00	\$0.00	\$0.00	\$2,695.42	\$2,695.42



27904 Highway 281 N #101

San Antonio, TX 78260

(210) 497-6007

www.premierwindowtinting.com

Client: Arctic Café

Address: 5221 Walzem Road

San Antonio, TX 78218

Phone: RJ 210-850-4883

Email: ri@arcticafeyogurt.com

Jobsite:

Proposal

Number: SJM12815-1

Date: 1/28/2015

☒ Ladder ☐ Scaffolding

☐ Panes ☒ Film Removal



Authorized Window Film Dealer
Prestige Dealer Network



PO	Sales Rep	Terms
	SJM	As Contracted

Specified Area/Room	# Windows	DR15/Frost	Security/IPP	
All				
72" From Top of Window DR15. Lower 29"	11	\$ 1,858.50		
with Llumar Frost				
Lighter shade on doors DR25 or DR35				
Anti-Graffiti on Lower Section of doors	2	(No Charge)		
Add Security Film on Doors			\$ 129.00	
Add Attachment System				
to side only on doors			\$ 98.00	

ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Deposit is non-refundable. Payment will be made as outlined above.



Subtotal \$ 2,085.50

Sales Tax \$ 172.05

10% Deposit

Total \$ 2,257.55

CUSTOMER SIGNATURE

We look forward to doing business with you!



2029 Pat Booker Rd
Universal City, TX 78148
Phone: 210-490-3977
Fax: 210-490-3354
<http://www.a1glasscoating.com>
WeTint@A1GlassCoating.com

Proposal		
Tue	1/27/2015	10:00AM

MEMBER: BETTER BUSINESS BUREAU

HOURS: Monday - Friday 8am - 5pm



Job # 7173 Cust # 2438
Arctic Ape Inc
RJ Witcher
5221 Walzem
San Antonio, TX

Cell: 210-850-4883
Email: rj@arcticapeyogurt.com

Scope: Estimate to install a solar control film (Llumar bronze N1020) to storefront windows specified. Allow 1.5 days to complete.

Sec Ln	Area	Type	Panes	Panc Width	Panc Height	Product Description	Price
1 1	STOREFRONT WEST		1	63.0	100.0	NEUTRAL BRONZE 20	
1 2	STOREFRONT WEST		3	63.0	100.0	NEUTRAL BRONZE 20 FILM REMOVAL	
1 3	STOREFRONT SOUTH		3	72.5	29.0	NEUTRAL BRONZE 20	
1 4	STOREFRONT SOUTH		3	72.5	71.0	NEUTRAL BRONZE 20	
1 5	STOREFRONT DOORS		2	29.0	70.0	NEUTRAL BRONZE 20	
	Section Total		12				\$2,605.00
	Subtotal						\$2,605.00
	Sales Tax						\$214.91
	Order Total		12				\$2,819.91

Salesperson: Andrew Scott - 210-490-3977
Quote good until: 2/27/2015
Payment Terms: Upon Receipt/COD

Standard general liability and worker's comp insurance included in the price. Customer responsible for cost of additional coverage if required.

Guarantee: All materials and workmanship are guaranteed to be as specified and the work to be performed in accordance with this written proposal, completed in a workman like manner for the amount indicated. Any change(s) from these specifications requiring extra time, labor or materials will result in additional charges to the amount indicated above. You, the buyer, may cancel this transaction at any time prior to midnight of the third business day after the date of this transaction. A1 Glass Coating is not responsible for glass breakage due to improper glass installation, existing glass damage or scoring from previous film installation. Interest at the rate of 1 1/2 percent per month will be charged on past due invoices.

Acceptance of Proposal / Authorization to Work:

The above prices, specifications, terms and conditions are satisfactory to me and are hereby accepted. My signature authorizes you to do the work.

Date

Customer Signature

Authorized Dealer Signature

Lori Wade

Jan 30 at 4:47 PM

To Ron Witcher

CC Tana Clancy

Ron,

The revised pylon rendering has been approved!

Have a great weekend.

Lori Wade, RPA

Property Manager

Property Management Division

210-253-3995 [main](#)

210-340-8921 [fax](#)

Please visit our website:

HPI prides itself on building trust with clients...one square foot at a time.

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Lori Wade

Feb 3 at 5:02 PM

To Ron Witcher

CC Tana Clancy

Congratulation! Frosting is approved, just no stripes.

Lori Wade, RPA

Property Manager

Property Management Division

210-253-3995 [main](#)

210-340-8921 [fax](#)

Please visit our website:

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Tana Clancy

Dec 11, 2014

To Ron Witcher

Good afternoon:

Enjoyed meeting both of you yesterday.

Touching base this morning to advise Lori has **approved EIB Contractors** and that I do have the approved signage and construction drawings.

Please let me know if you need anything further.

Thanks,

Tana Clancy

Assistant Property Manager

Property Management Division

210-253-3995 [main](#)

210-340-8921 [fax](#)

842 NW Loop 410

Suite 119

San Antonio, Texas 78216

Clancy@HPITX.com

Please visit our website: www.HPITX.com

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Excerpt from Attachment to Email from Real Estate Broker Dated Nov 14. Answer from property owner representative to our question.

1. Arctic Ape, Inc. requests approval of fascia and pylon signs, drawings and specifications and approval for the bidding sign company at enclosure one. Arctic Ape, Inc. request approval for bidding sign company to access roof and pylon sign for installation of the signs, at an appropriate time. Intent is to replace the existing, faded plastic with new white plastic (sic) on the pylon sign. **Approved 30" sign. We need to be sure that the colors match the rest of the red signs which is Red 2793 Acrylic.**

13 -ECONOMIC DEVELOPMENT CORP

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE	
ASSETS			
=====			
13-1102	CLAIM ON CASH	(7,958.69)	
13-1105	CASH - CHECKING	4,718.26	
13-1106	Savings - TLF Proceeds	25,003.15	
13-1115	INVESTMENTS-TEXPOOL#15900001	0.00	
13-1116	INVESTMENTS-TEXPOOL#15900003	0.00	
13-1117	EXPENSE CARD	2,890.44	
13-1118	EDC - Investment First Public	195,000.00	
13-1204	PREPAID SALES TAX	13,875.26	
13-1315	DUE FROM GENERAL FUND	0.00	
13-1375	DUE FROM HOT FUND	0.00	
13-1510	A/R SALES TAX	0.00	
		233,528.42	
	TOTAL ASSETS		233,528.42
			=====
LIABILITIES			
=====			
13-2315	DUE TO GENERAL FUND	145,000.00	
13-2320	DUE TO TAXING ENTITIES	0.00	
13-2400	A/P PENDING	57,778.49	
13-2401	ACCOUNTS PAYABLE	0.00	
13-2402	ALAMO TITLE ESCROW FUNDS	0.00	
13-2410	A/P - SALES TAX	(7,920.09)	
	TOTAL LIABILITIES		194,858.40
EQUITY			
=====			
13-3201	FUND BALANCE	61,629.91	
	TOTAL BEGINNING EQUITY	61,629.91	
	TOTAL REVENUE	66,627.89	
	TOTAL EXPENSES	89,587.78	
	TOTAL INCREASE/(DECREASE) IN FUND BAL. (	22,959.89)	
	TOTAL EQUITY & FUND BALANCE		38,670.02
	TOTAL LIABILITIES, EQUITY & FUND BALANCE		233,528.42
			=====

CITY OF WINCREST
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JANUARY 31ST, 2015

13 -ECONOMIC DEVELOPMENT CORP

% OF YEAR COMPLETED: 33.33

	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET	BUDGET BALANCE
REVENUE SUMMARY								
ALL REVENUES	487,868	487,868	23,034.58	66,627.89	83,135.08	0.00	13.66	421,240.11
TOTAL REVENUES	487,868	487,868	23,034.58	66,627.89	83,135.08	0.00	13.66	421,240.11
EXPENDITURE SUMMARY								
00-GENERAL EXPENDITURES								
SALARIES & BENEFITS	123,000	123,000	7,715.00	22,302.50	30,135.00	0.00	18.13	100,697.50
OTHER EXPENSES	82,943	85,643	7,568.14	12,096.82	24,743.48	0.00	14.12	73,546.18
CAPITAL EXPENSES	258,127	255,427	13,646.70	47,521.80	172,170.45	0.00	18.60	207,905.20
OTHER INCOME/EXPENSES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 00-GENERAL EXPENDITURES	464,070	464,070	28,929.84	81,921.12	227,048.93	0.00	17.65	382,148.88
TOTAL EXPENDITURES	464,070	464,070	28,929.84	81,921.12	227,048.93	0.00	17.65	382,148.88
REVENUE OVER/(UNDER) EXPENDITURES	23,798	23,798 (	5,895.26) (	15,293.23) (	143,913.85)	0.00	64.26-	39,091.23

CITY OF WINCREST
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JANUARY 31ST, 2015

13 -ECONOMIC DEVELOPMENT CORP

% OF YEAR COMPLETED: 33.33

REVENUES	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET	BUDGET BALANCE
13-4105 INCOME - OTHER	0	0	0.00	0.00	0.00	0.00	0.00	0.00
13-4110 INCOME - OTHER (HOT)	0	0	0.00	0.00	0.00	0.00	0.00	0.00
13-4111 INCOME - OTHER (GEN.FUND)	0	0	0.00	0.00	0.00	0.00	0.00	0.00
13-4112 INCOME-WALZEM RD GRANT	0	0	0.00	0.00	0.00	0.00	0.00	0.00
13-4113 INCOME-CORPORATE DONATIONS	0	0	0.00	0.00	0.00	0.00	0.00	0.00
13-4115 SALES TAX (.25)	487,618	487,618	23,034.32	66,627.00	83,115.50	0.00	13.66	420,991.00
13-4301 INTEREST	250	250	0.26	0.89	19.58	0.00	0.36	249.11
13-4900 PROCEEDS FROM CAPITAL LEASE	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	487,868	487,868	23,034.58	66,627.89	83,135.08	0.00	13.66	421,240.11

13 -ECONOMIC DEVELOPMENT CORP

% OF YEAR COMPLETED: 33.33

DEPARTMENTAL EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET	BUDGET BALANCE
00-GENERAL EXPENDITURES =====								
SALARIES & BENEFITS								
13-500-009 SALARIES - EDC	0	0	0.00	0.00	0.00	0.00	0.00	0.00
13-500-010 ADMINISTRATIVE EXPENSES	27,000	27,000	0.00	0.00	0.00	0.00	0.00	27,000.00
13-500-011 EDC LONGEVITY	0	0	0.00	0.00	0.00	0.00	0.00	0.00
13-500-013 STIPEND	0	0	0.00	0.00	0.00	0.00	0.00	0.00
13-500-018 EDC EDUCATION PAY	0	0	0.00	0.00	0.00	0.00	0.00	0.00
13-500-020 EDC OVERTIME	0	0	0.00	0.00	0.00	0.00	0.00	0.00
13-500-030 SOCIAL SECURITY-EDC	0	0	0.00	0.00	0.00	0.00	0.00	0.00
13-500-040 HEALTH INSURANCE-EDC	0	0	0.00	0.00	0.00	0.00	0.00	0.00
13-500-050 RETIREMENT-EDC	0	0	0.00	0.00	0.00	0.00	0.00	0.00
13-500-060 WORKERS COMPENSATION-EDC	0	0	0.00	0.00	0.00	0.00	0.00	0.00
13-500-070 UNEMPLOYMENT COMPENSATION	0	0	0.00	0.00	135.00	0.00	0.00	0.00
13-500-080 CONTRACT LABOR	96,000	96,000	7,715.00	22,302.50	30,000.00	0.00	23.23	73,697.50
13-500-095 TERMINATION PAYOUT	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	123,000	123,000	7,715.00	22,302.50	30,135.00	0.00	18.13	100,697.50
OTHER EXPENSES								
13-500-100 PUBLIC RELATION FEES-GENERAL	0	0	0.00	0.00	0.00	0.00	0.00	0.00
13-500-115 MOBILE TELEPHONE	0	0	0.00	52.43	104.88	0.00	0.00	52.43)
13-500-120 DUES & SUBSCRIPTIONS	1,500	1,500	75.75	375.75	575.67	0.00	25.05	1,124.25
13-500-130 TRAINING	8,000	8,000	0.00	223.41	2,733.00	0.00	2.79	7,776.59
13-500-132 TRAVEL	20,000	19,900	0.00	20.00	569.44	0.00	0.10	19,880.00
13-500-135 MEALS & ENTERTAINMENT	5,000	5,000	0.00	1,015.04)	3,633.58	0.00	20.30-	6,015.04
13-500-200 COMPUTER MAINTENANCE	3,000	3,000	0.00	52.43	1,365.60	0.00	1.75	2,947.57
13-500-201 WEBSITE MAINTENANCE	2,000	2,000	0.00	0.00	2,250.00	0.00	0.00	2,000.00
13-500-205 REPAIRS & MAINT OF BUILDING	0	0	0.00	0.00	41.11	0.00	0.00	0.00
13-500-250 LEGAL EXPENSES	30,000	30,000	3,012.39	7,394.54	10,150.00	0.00	24.65	22,605.46
13-500-290 AUDIT	5,500	5,500	4,000.00	4,000.00	400.00	0.00	72.73	1,500.00
13-500-430 SUPPLIES	2,500	5,200	0.00	429.60	2,352.50	0.00	8.26	4,770.40
13-500-440 ELECTION EXPENSES	1,500	1,500	0.00	0.00	122.00	0.00	0.00	1,500.00
13-500-510 VEHICLE EXPENSE-EDC	0	0	0.00	0.00	0.00	0.00	0.00	0.00
13-500-515 HEALTH EXPENSE ALLOW-DIRECTO	0	0	0.00	0.00	0.00	0.00	0.00	0.00
13-500-520 MOVING EXPENSE-DIRECTOR	0	0	0.00	0.00	0.00	0.00	0.00	0.00
13-500-540 VEHICLE FUEL	0	100	0.00	22.01	32.00	0.00	22.01	77.99
13-500-590 POSTAGE	500	500	0.00	5.95	13.70	0.00	1.19	494.05
13-500-630 LEGAL ADVERTISING	0	0	0.00	0.00	0.00	0.00	0.00	0.00
13-500-640 COPIER USAGE	1,443	1,443	0.00	0.00	0.00	0.00	0.00	1,443.00
13-500-650 WALZEM RD GRANT EXPENSES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
13-500-700 CONTINGENCIES	2,000	2,000	480.00	535.74	400.00	0.00	26.79	1,464.26
TOTAL OTHER EXPENSES	82,943	85,643	7,568.14	12,096.82	24,743.48	0.00	14.12	73,546.18
CAPITAL EXPENSES								
13-500-800 EDC PROJECTS	65,000	62,300	0.00	0.00	1,398.51	0.00	0.00	62,300.00
13-500-801 PROMOTING WINDCREST	46,407	46,407	2,400.00	2,535.00	2,725.00	0.00	5.46	43,872.00
13-500-810 CAPITAL EXPENSE	11,760	11,760	0.00	0.00	0.00	0.00	0.00	11,760.00

CITY OF WINCREST
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JANUARY 31ST, 2015

13 -ECONOMIC DEVELOPMENT CORP

% OF YEAR COMPLETED: 33.33

DEPARTMENTAL EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET	BUDGET BALANCE
13-500-890 TLF LOAN PAYMENTS	103,049	103,049	9,512.16	28,994.06	34,745.06	0.00	28.14	74,054.95
13-500-891 RACKER ROAD PROJECT	0	0	0.00	10,471.31	123,060.14	0.00	0.00 (	10,471.31)
13-500-892 TLF INTEREST	31,911	31,911	1,734.54	5,521.43	10,241.74	0.00	17.30	26,389.56
TOTAL CAPITAL EXPENSES	258,127	255,427	13,646.70	47,521.80	172,170.45	0.00	18.60	207,905.20
OTHER INCOME/EXPENSES								
13-500-900 PRIOR PERIOD ADJUSTMENT	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER INCOME/EXPENSES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 00-GENERAL EXPENDITURES	464,070	464,070	28,929.84	81,921.12	227,048.93	0.00	17.65	382,148.88
TOTAL EXPENDITURES	464,070	464,070	28,929.84	81,921.12	227,048.93	0.00	17.65	382,148.88
REVENUE OVER/ (UNDER) EXPENDITURES	23,798	23,798 (	5,895.26) (	15,293.23) (	143,913.85)	0.00	64.26-	39,091.23

Windcrest

Compound Period : Monthly

Nominal Annual Rate : 3.250 %

CASH FLOW DATA

Event	Date	Amount	Number	Period	End Date
1 Loan	03/28/2011	1,600,000.00	1		
2 Payment	05/01/2011	11,246.70	16	Monthly	08/01/2012
3 Payment	09/01/2012	198,746.70	1		
4 Payment	10/01/2012	11,246.70	12	Monthly	09/01/2013
5 Payment	09/30/2013	250,000.00	1		
6 Payment	10/01/2013	11,246.70	12	Monthly	09/01/2014
7 Payment	09/18/2014	175,000.00	1		
8 Payment	10/01/2014	11,246.70	64	Monthly	01/01/2020
9 Payment	01/01/2020	10,446.82	1		

AMORTIZATION SCHEDULE - Normal Amortization

	Date	Payment	Interest	Principal	Balance
Loan	03/28/2011				1,600,000.00
1	05/01/2011	11,246.70	4,904.74	6,341.96	1,593,658.04
2	06/01/2011	11,246.70	4,316.16	6,930.54	1,586,727.50
3	07/01/2011	11,246.70	4,297.39	6,949.31	1,579,778.19
4	08/01/2011	11,246.70	4,278.57	6,968.13	1,572,810.06
5	09/01/2011	11,246.70	4,259.69	6,987.01	1,565,823.05
6	10/01/2011	11,246.70	4,240.77	7,005.93	1,558,817.12
7	11/01/2011	11,246.70	4,221.80	7,024.90	1,551,792.22
8	12/01/2011	11,246.70	4,202.77	7,043.93	1,544,748.29
9	01/01/2012	11,246.70	4,183.69	7,063.01	1,537,685.28
10	02/01/2012	11,246.70	4,164.56	7,082.14	1,530,603.14
11	03/01/2012	11,246.70	4,145.38	7,101.32	1,523,501.82
12	04/01/2012	11,246.70	4,126.15	7,120.55	1,516,381.27
13	05/01/2012	11,246.70	4,106.87	7,139.83	1,509,241.44
14	06/01/2012	11,246.70	4,087.53	7,159.17	1,502,082.27
15	07/01/2012	11,246.70	4,068.14	7,178.56	1,494,903.71
16	08/01/2012	11,246.70	4,048.70	7,198.00	1,487,705.71
17	09/01/2012	198,746.70	4,029.20	194,717.50	1,292,988.21
18	10/01/2012	11,246.70	3,501.84	7,744.86	1,285,243.35
19	11/01/2012	11,246.70	3,480.87	7,765.83	1,277,477.52
20	12/01/2012	11,246.70	3,459.83	7,786.87	1,269,690.65
21	01/01/2013	11,246.70	3,438.75	7,807.95	1,261,882.70
22	02/01/2013	11,246.70	3,417.60	7,829.10	1,254,053.60
23	03/01/2013	11,246.70	3,396.40	7,850.30	1,246,203.30
24	04/01/2013	11,246.70	3,375.13	7,871.57	1,238,331.73
25	05/01/2013	11,246.70	3,353.82	7,892.88	1,230,438.85
26	06/01/2013	11,246.70	3,332.44	7,914.26	1,222,524.59

Windcrest

	Date	Payment	Interest	Principal	Balance
27	07/01/2013	11,246.70	3,311.00	7,935.70	1,214,588.89
28	08/01/2013	11,246.70	3,289.51	7,957.19	1,206,631.70
29	09/01/2013	11,246.70	3,267.96	7,978.74	1,198,652.96
30	09/30/2013	250,000.00	3,095.15	246,904.85	951,748.11
31	10/01/2013	11,246.70	84.74	11,161.96	940,586.15
32	11/01/2013	11,246.70	2,547.42	8,699.28	931,886.87
33	12/01/2013	11,246.70	2,523.86	8,722.84	923,164.03
34	01/01/2014	11,246.70	2,500.24	8,746.46	914,417.57
35	02/01/2014	11,246.70	2,476.55	8,770.15	905,647.42
36	03/01/2014	11,246.70	2,452.80	8,793.90	896,853.52
37	04/01/2014	11,246.70	2,428.98	8,817.72	888,035.80
38	05/01/2014	11,246.70	2,405.10	8,841.60	879,194.20
39	06/01/2014	11,246.70	2,381.15	8,865.55	870,328.65
40	07/01/2014	11,246.70	2,357.14	8,889.56	861,439.09
41	08/01/2014	11,246.70	2,333.06	8,913.64	852,525.45
42	09/01/2014	11,246.70	2,308.92	8,937.78	843,587.67
43	09/18/2014	175,000.00	1,276.94	173,723.06	669,864.61
44	10/01/2014	11,246.70	775.39	10,471.31	659,393.30
45	11/01/2014	11,246.70	1,785.86	9,460.84	649,932.46
46	12/01/2014	11,246.70	1,760.23	9,486.47	640,445.99
47	01/01/2015	11,246.70	1,734.54	9,512.16	630,933.83
48	02/01/2015	11,246.70	1,708.78	9,537.92	621,395.91
49	03/01/2015	11,246.70	1,682.95	9,563.75	611,832.16
50	04/01/2015	11,246.70	1,657.05	9,589.65	602,242.51
51	05/01/2015	11,246.70	1,631.07	9,615.63	592,626.88
52	06/01/2015	11,246.70	1,605.03	9,641.67	582,985.21
53	07/01/2015	11,246.70	1,578.92	9,667.78	573,317.43
54	08/01/2015	11,246.70	1,552.73	9,693.97	563,623.46
55	09/01/2015	11,246.70	1,526.48	9,720.22	553,903.24
56	10/01/2015	11,246.70	1,500.15	9,746.55	544,156.69
57	11/01/2015	11,246.70	1,473.76	9,772.94	534,383.75
58	12/01/2015	11,246.70	1,447.29	9,799.41	524,584.34
59	01/01/2016	11,246.70	1,420.75	9,825.95	514,758.39
60	02/01/2016	11,246.70	1,394.14	9,852.56	504,905.83
61	03/01/2016	11,246.70	1,367.45	9,879.25	495,026.58
62	04/01/2016	11,246.70	1,340.70	9,906.00	485,120.58
63	05/01/2016	11,246.70	1,313.87	9,932.83	475,187.75
64	06/01/2016	11,246.70	1,286.97	9,959.73	465,228.02
65	07/01/2016	11,246.70	1,259.99	9,986.71	455,241.31
66	08/01/2016	11,246.70	1,232.95	10,013.75	445,227.56
67	09/01/2016	11,246.70	1,205.82	10,040.88	435,186.68
68	10/01/2016	11,246.70	1,178.63	10,068.07	425,118.61
69	11/01/2016	11,246.70	1,151.36	10,095.34	415,023.27
70	12/01/2016	11,246.70	1,124.02	10,122.68	404,900.59
71	01/01/2017	11,246.70	1,096.61	10,150.09	394,750.50
72	02/01/2017	11,246.70	1,069.12	10,177.58	384,572.92
73	03/01/2017	11,246.70	1,041.55	10,205.15	374,367.77

Windcrest

	Date	Payment	Interest	Principal	Balance
74	04/01/2017	11,246.70	1,013.91	10,232.79	364,134.98
75	05/01/2017	11,246.70	986.20	10,260.50	353,874.48
76	06/01/2017	11,246.70	958.41	10,288.29	343,586.19
77	07/01/2017	11,246.70	930.55	10,316.15	333,270.04
78	08/01/2017	11,246.70	902.61	10,344.09	322,925.95
79	09/01/2017	11,246.70	874.59	10,372.11	312,553.84
80	10/01/2017	11,246.70	846.50	10,400.20	302,153.64
81	11/01/2017	11,246.70	818.33	10,428.37	291,725.27
82	12/01/2017	11,246.70	790.09	10,456.61	281,268.66
83	01/01/2018	11,246.70	761.77	10,484.93	270,783.73
84	02/01/2018	11,246.70	733.37	10,513.33	260,270.40
85	03/01/2018	11,246.70	704.90	10,541.80	249,728.60
86	04/01/2018	11,246.70	676.35	10,570.35	239,158.25
87	05/01/2018	11,246.70	647.72	10,598.98	228,559.27
88	06/01/2018	11,246.70	619.01	10,627.69	217,931.58
89	07/01/2018	11,246.70	590.23	10,656.47	207,275.11
90	08/01/2018	11,246.70	561.37	10,685.33	196,589.78
91	09/01/2018	11,246.70	532.43	10,714.27	185,875.51
92	10/01/2018	11,246.70	503.41	10,743.29	175,132.22
93	11/01/2018	11,246.70	474.32	10,772.38	164,359.84
94	12/01/2018	11,246.70	445.14	10,801.56	153,558.28
95	01/01/2019	11,246.70	415.89	10,830.81	142,727.47
96	02/01/2019	11,246.70	386.55	10,860.15	131,867.32
97	03/01/2019	11,246.70	357.14	10,889.56	120,977.76
98	04/01/2019	11,246.70	327.65	10,919.05	110,058.71
99	05/01/2019	11,246.70	298.08	10,948.62	99,110.09
100	06/01/2019	11,246.70	268.42	10,978.28	88,131.81
101	07/01/2019	11,246.70	238.69	11,008.01	77,123.80
102	08/01/2019	11,246.70	208.88	11,037.82	66,085.98
103	09/01/2019	11,246.70	178.98	11,067.72	55,018.26
104	10/01/2019	11,246.70	149.01	11,097.69	43,920.57
105	11/01/2019	11,246.70	118.95	11,127.75	32,792.82
106	12/01/2019	11,246.70	88.81	11,157.89	21,634.93
107	01/01/2020	11,246.70	58.59	11,188.11	10,446.82
108	01/01/2020	10,446.82	0.00	10,446.82	0.00

Robert Colunga WEDC Executive Director

WEDC Report for Month of January, 2015

1. Working with In n Out Burger Construction Team and working with all appropriate agencies and setting up for the Grand Opening.
2. Working with Rackspace on further development of their complex and utilization of their facilities and current status of construction and staffing and opening of a new area in the next quarter of the year.
3. Working with Drury Hotels on the redevelopment of the property along the IH35 access road.
4. Working with Whataburger and Whitestone-Reit on the new Whataburger training facility located at the former University of Phoenix location and communicating with them on the Grand Opening of the facility
5. Working with Artic Ape on the Storefront Improvement Program and a Grand Opening in early March of 2015..
6. Working with Ms. Kelly Hamilton to bring her up to speed with current activities and duties of her position.
7. Working with businesses on new year activities and support of the Windcrest Community.
8. Working with a couple of businesses on business retention and expansion with in Windcrest
9. Meeting and working with the Fiesta Commission.
10. Working with Olive Garden on their application for the storefront improvement program
11. Working with the Bunch family long time owners of the property at the former Al's formal ware for re-facing their property and utilization of the Storefront and Streetscape Improvement Program.
12. Working with Whitestone – Reit with new tenant on finalization of retail space.
13. Working with Valcor and a new company on a possible lease/purchase of former Office Max building.
14. Working with Fast Signs for new locations in Windcrest to grow their business.
15. Working with TX Dot on issues concerning Walzem Road and possible construction.
16. Working with the Department of Homeland Security(in Windcrest) concerning a variety issues.
17. Working with several interested parties in the Office Max building as well as the old Chuck E Cheese location and the call center which will temporarily be placed there.
18. Working with media on progress and developments in Windcrest.
19. Working with the Windcrest Cosmetic Dentistry for Storefront Program and completion of improvements for submission to the WEDC for payment.
20. B-3 Zoning and Coordination with prospective businesses
21. Planning and Zoning Agenda and assisting businesses with their questions and request.
22. Continued marketing strategies for the year and modifying our approach in Marketing Windcrest as needed
23. Working with the Walzem Road Area Revitalization Committee and other local entities and HOA which have an effect on Windcrest.
24. Work with TXDOT on construction issues with the 35 expansion.

25. Working with NEISD on construction issues, communication with the WEDC and COW
26. Working with Rackspace on future projects and development.
27. Working with Valcor properties on new business to be located in the Old Chuck E Chees location.
28. Working with Park & Recreation Board on placement of one of our bike racks and the property owners of Starbucks for another location – Mr. Dooley has been out of pocket.
29. Working with the City of Windcrest & Rackspace on the transition of the road system around Rackspace.
30. Working with various stores on their applications for the Storefront and Streetscape Improvement Program.
31. Working with the Weitzman Group, Whitestone-Reit, Turner Busby Development with potential businesses and development.
32. Interacting with other communities and addressing issues and concerns they may perceive with future or possible development which is occurring in Windcrest.
33. Working on closing with developer on lot located on the 111 acres area.
34. 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.
35. 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.
36. Updating of Develop Windcrest website and Windcrest Windfall website and phone application and working with businesses to get new incentives for the application users.



Windcrest Economic Development Corporation Agenda Item Report

February 12, 2015

Contact – Robert Colunga
RColunga@Windcrest-TX.gov

Resolution #: 2015-528®

SUBJECT: Deliberation and possible action on a resolution to purchase of a 2015 Chevrolet Suburban.

1. BACKGROUND/HISTORY

The purchase of a 2015 Chevrolet Suburban (Administrative Package) from Windcrest Economic Development Corporation funds.

2. FINDINGS/CURRENT ACTIVITY

I am requesting to purchase a 2015 Chevrolet Suburban (Administrative Package).

3. FINANCIAL IMPACT

\$49,990.00 funding is available in the WEDC Budget.

4. ACTION OPTIONS/RECOMMENDATION

Staff recommends the WEDC Board approve the purchase of a 2015 Chevrolet Suburban vehicle (Administrative Package). 60-90 days for delivery of vehicle.



WINDCREST TEXAS

RESOLUTION NUMBER 2015-528(R)

A RESOLUTION APPROVING THE PURCHASE OF A 2015 CHEVROLET 1500 SUBURBAN LT CC15906 FROM CALDWELL COUNTRY BY THE ECONOMIC DEVELOPMENT CORPORATION FOR A PRICE NOT TO EXCEED \$49,000.00 AND AUTHORIZING THE EDC DIRECTOR TO NEGOTIATE AND EXECUTE A CONTRACT FOR SUCH PURCHASE

WHEREAS, the City Council of the City of Windcrest must approve certain purchases by the EDC; and

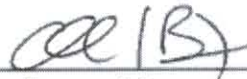
WHEREAS, the City of Windcrest City Council approves the purchase of a 2015 Chevrolet 1500 Suburban CC15906 (Attachment A) from Caldwell County by the EDC.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Windcrest, Texas, that:

1. The purchase of a 2015 Chevrolet 1500 Suburban CC15906 displayed in attachment A for a price of Forty Two Thousand Three Hundred and Ten Dollars (\$42,310.00) by the EDC is approved.

2. The EDC Director is authorized to negotiate and execute a contract with Caldwell County for such purchase.

DULY PASSED AND APPROVED, on the 2nd day of February, 2015 at a 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.



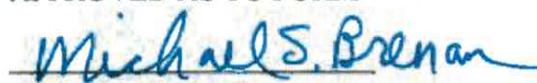
Alan Baxter, Mayor

ATTEST:



Kelly Rodriguez, City Secretary

APPROVED AS TO FORM



Michael Brennan, City Attorney



QUOTE# 001

CONTRACT PRICING WORKSHEET

End User: CITY OF WINDCREST			Contractor: CALDWELL COUNTRY		
Contact Name: NATALIA WITMER			CALDWELL COUNTRY		
Email: NWITMER@WINDCREST-TX.GOV			Prepared By: Averyt Knapp		
Phone #: 210-655-0022			Email: aknapp@caldwellcountry.com		
Fax #: 210-590-0033			Phone #: 800-299-7283 or 979-567-6116		
Location City & State: WINDCREST TX			Fax #: 979-567-0853		
Date Prepared: JANUARY 27, 2015			Address: P. O. Box 27, Caldwell, TX 77836		
Contract Number: BUY BOARD #430-13			Tax ID # 14-1856872		
Product Description: 2015 CHEVROLET 1500 SUBURBAN LT CC15906					
A Base Price & Options:					\$41,910
B Published Options					
Code	Description	Cost	Code	Description	Cost
	4X2-LT PACKAGE, 5.3L-V8, 6-SPD AUTOMATIC, AMFM- STEREO CD MYLINK RADIO W/NAVIGATION, 2 ND ROW MANUAL BUCKETS, ALUMINUM WHEELS, CARPET FLOOR, RUNNING BOARDS	INCL			
	GM WARRANTY 5YR/100,000 MILES POWERTRAIN @ N/C	INCL		CALDWELL COUNTRY	
				PO BOX 27	
				CALDWELL, TEXAS 77836	
Subtotal B					INCL
C Unpublished Options					
Code	Description	Cost	Code	Description	Cost
Subtotal C					
D Other Price Adjustments (Installation, Delivery, Etc...)					
Subtotal D					INCL
E Unit Cost Before Fee & Non-Equipment Charges (A+B+C+D)					\$41,910
Quantity Ordered					1
X					

Subtotal E		\$41,910
F Non-Equipment Charges (Trade-In, Warranty, Etc...)		
BUY BOARD FEE		\$400
G. Color of Vehicle: BLACK EXTERIOR W/JET BLACK LEATHER INTERIOR		
H. Total Purchase Price (E+F)		\$42,310
Estimated Delivery Date:		45-75 DAYS APPX