

City of Windcrest



AGENDA PARKS AND RECREATION COMMISSION FEBRUARY 27, 2025

CITY COUNCIL CHAMBERS - 8601 MIDCROWN

6:00 PM

NOTICE IS HEREBY GIVEN THAT A CITY OF WINDCREST PARKS AND RECREATION COMMISSION MEETING WILL BE HELD AT WINDCREST CITY HALL, 8601 MIDCROWN, WINDCREST, TEXAS ON THURSDAY, FEBRUARY 27, 2025, STARTING AT 6:00 PM.

THE PARKS AND RECREATION COMMISSION RESERVES THE OPTION TO RECESS THE MEETING DURING THE EVENING OF FEBRUARY 27, 2025, AND TO RECONVENE THE MEETING ON THE FOLLOWING BUSINESS DAY, FRIDAY, FEBRUARY 28, 2025, AT 9:00 A.M. AT THE WINDCREST CITY HALL, 8601 MIDCROWN, WINDCREST, TEXAS.

NOTICE OF ASSISTANCE AT THE PUBLIC MEETING

The City of Windcrest Council Chambers are wheelchair accessible, and accessible parking spaces are available. In compliance with Americans with Disabilities Act, the City of Windcrest will provide reasonable accommodations for persons attending the meeting. To better serve you, requests should be received 48 hours prior to the meeting. Please contact the City Secretary's Office, at 210-655-0022 ext. 2150 or Fax 210-655-8776, or 711 Texas Relay.

I. CALL TO ORDER

II. ROLL CALL

III. VOTE TO EXCUSE ABSENT MEMBERS

IV. PLEDGE OF ALLEGIANCE AND INVOCATION

V. CITIZENS TO BE HEARD

- Citizens may address the Commission on topics not on the agenda for no more than three (3) minutes.
- Citizens shall also have the opportunity to address the Commission during consideration of posted agenda items for no more than six (6) minutes.
- 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.

THE FOLLOWING ITEMS MAY BE CONSIDERED AT ANY TIME DURING THE PARKS AND RECREATION COMMISSION MEETING:

VI. DISCUSSION AND ACTION

- a) The Parks and Recreation Commission will receive and discuss a monthly report presented by Dusty DeHoyos, Public Works Director. [Dusty DeHoyos, Public Works Director]
- b) The Parks and Recreation Commission will review, discuss, and may act on the Parks and Recreation budget for FY 2024/2025 and the allocation of funds for upcoming events. [Rachel Dominguez, City Secretary]
- c) The Parks and Recreation Commission will review and discuss participation at the Windcrest Community Social event at Takas Park on Friday, March 28, 2025. [Rachel Dominguez, City Secretary]
- d) The Parks and Recreation Commission will discuss hosting and participating at the Windcrest Spring Egg-Extravaganza at Brook Falls Park on April 12, 2025. [Rachel Dominguez, City Secretary]
- e) The Parks and Recreation Commission will discuss and may take action on scheduling a community event at the Windcrest Bark Park. [Jim Flinn, Parks and Recreation Chairman/Place 1]
- f) The Parks and Recreation Commission will review and discuss the Windcrest Light Up season events for 2024 and 2025. [Jim Flinn, Parks and Recreation Chairman/Place 1]
- g) The Parks and Recreation Commission will discuss and may take action on hosting the Ho-Ho-Ho Market at Takas Park. [Selina Angel, Parks and Recreation Place 2]
- h) The Parks and Recreation Commission will discuss and may take action on a budget calendar for fiscal year 2025/2026. [Rachel Dominguez, City Secretary]

VII. CITY MANAGER'S REPORT

Any oral report provided by the city manager will be informational only and not for Commission action. The city manager may provide updates on community and upcoming city events, the status of the operation of individual departments, any unusual activity from any specific department which has occurred since the posting of the agenda, or to provide potential topics of discussion which may appear on a future agenda.

VIII. EXECUTIVE SESSION

The Parks and Recreation Commission of the City of Windcrest reserves the right to adjourn into executive session at any time during course of the meeting to discuss any matter listed below:

IX. 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.

X. ADJOURNMENT

DECORUM REQUIRED: Any disruptive behavior, including shouting or derogatory statements or comments may be ruled out of order by the Presiding Officer. Continuation of this type of behavior could result in a request by the Presiding Officer that the individual leave the meeting, and if refused, an order of removal.

ACTION BY COMMISSION AUTHORIZED: The Parks and Recreation Commission may vote and/or act upon any item within this Agenda. The Commission reserves the right to retire into executive session concerning any of the items listed on this Agenda, pursuant to and in accordance with Texas Government Code § 551.072 (Deliberations about Real Property); § 551.073 (Deliberations about Gifts & Donations); § 551.076 (Deliberations about Security Devices); §551.087 (Economic Development); §551.074 (Personnel Matters) and, § 551.071 to seek the advice of its attorney about pending or contemplated litigation, settlement offer or on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas conflict with the Open Meetings Act and may invoke this right where the City Attorney, the Mayor or a majority of the Commission deems an executive session is necessary to allow privileged consultation between the City Attorney and the Commission, if considered necessary and legally justified under the Open Meetings Act. The attorney may appear in person or appear in executive session by conference call in accordance with applicable state law.

ATTENDANCE BY OTHER ELECTED OR APPOINTED OFFICIALS: It is anticipated that members of the City Council, or 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 Parks and Recreation Commission 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 February 27, 2025.

BY:



Rachel C. Dominguez, TRMC
City Secretary

CITY OF WINDCREST
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JANUARY 31ST, 2025

01 -GENERAL FUND

% 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
06-PARKS & RECREATION								
=====								
OTHER EXPENSES								
01-506-100 UTILITIES	27,964	27,964	278.78 (	701.86)	3,273.85	0.00	2.51-	28,666.18
01-506-120 DUES & SUBSCRIPTIONS	3,050	3,050	0.00	0.00	0.00	0.00	0.00	3,050.00
01-506-130 TRAINING	2,500	2,500	0.00	290.00	0.00	0.00	11.60	2,210.00
01-506-240 CONTRACT MAINTENANCE OUTS	10,000	10,000	250.00	1,100.00	8,732.25	0.00	11.00	8,900.00
01-506-250 CONTRACT MAINT.-GREEN BEL	65,000	65,000	7,732.25	18,740.27	28,092.41	4,579.09	35.88	41,680.64
01-506-260 GREEN BELT CLEANING	5,000	5,000	0.00	0.00	2,500.46	0.00	0.00	5,000.00
01-506-430 SUPPLIES	9,000	9,000	0.00	1,068.66	1,411.46	0.00	11.87	7,931.34
01-506-431 EMPLOYEE APPRECIATION LUNCHE	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-506-460 SPECIAL EVENTS	21,000	21,000	1,335.00	2,282.62	368.89	0.00	10.87	18,717.38
01-506-520 EQUIPMENT REPAIR	12,000	12,000	148.56	301.71	816.67	0.00	2.51	11,698.29
01-506-630 FACILITY MAINTENANCE	30,000	30,000	563.95	1,048.35	17,271.85	0.00	3.49	28,951.65
01-506-631 POND MAINTENANCE	25,000	25,000	1,089.00	3,223.00	3,101.00	0.00	12.89	21,777.00
01-506-635 TREES / SHRUBS/LANDSCAPING	30,000	30,000	0.00	3,149.47	648.64	0.00	10.50	26,850.53
01-506-640 LITTLE LEAGUE (FACILITIES)	4,000	4,000	97.12	294.50	231.00	168.30	11.57	3,537.20
01-506-701 LEASE PURCHASE PRINCIPAL	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-506-702 LEASE PURCHASE INTEREST	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER EXPENSES	244,514	244,514	11,494.66	30,796.72	66,448.48	4,747.39	14.54	208,970.21
CAPITAL EXPENSES								
01-506-800 CAPITAL EXPENDITURE	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-506-810 CAPITAL IMPROVEMENTS	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-506-819 PARKS LIGHTS PRINCIPAL	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-506-820 PARKS LIGHTS PROJECT	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-506-892 INTEREST	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL EXPENSES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
OTHER INCOME/EXPENSES								
01-506-900 UNALLOCATED FUNDS	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 06-PARKS & RECREATION	244,514	244,514	11,494.66	30,796.72	66,448.48	4,747.39	14.54	208,970.21