

City of Windcrest



AGENDA CITY COUNCIL MEETING 6:00 PM MARCH 3, 2025

CITY COUNCIL CHAMBERS - 8601 MIDCROWN

CCM @ 6 PM

NOTICE IS HEREBY GIVEN THAT THE CITY OF WINDCREST CITY COUNCIL WILL HOLD A REGULAR CITY COUNCIL MEETING AT WINDCREST CITY HALL LOCATED AT 8601 MIDCROWN, WINDCREST, TEXAS ON MONDAY, MARCH 3, 2025, STARTING AT 6:00 PM.

THE CITY COUNCIL RESERVES THE OPTION TO RECESS THE MEETING DURING THE EVENING OF MONDAY, MARCH 3, 2025, AND TO RECONVENE THE MEETING ON THE FOLLOWING BUSINESS DAY, TUESDAY, MARCH 4, 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. PLEDGE OF ALLEGIANCE AND INVOCATION

IV. CITIZENS TO BE HEARD/CITIZEN PARTICIPATION

- Citizens may address the City Council on topics not on the agenda for no more than three (3) minutes.
- Citizens shall also have the opportunity to address the City Council 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 REGULAR COUNCIL MEETING:**V. RESOLUTION**

- a) City Council will review, discuss, and may take action on a resolution appointing the municipal official, chair, and vice-chair to the Animal Services Advisory Committee for a term beginning on March 1, 2025. [Natalia Witmer, Interim City Manager/MFO]

VI. DISCUSSION AND ACTION

- a) City Council will review, discuss, and may act on drafting a Request for Proposal (RFP) for city attorney, prosecution and legal services and discussion of process utilized for retaining such services. [Susie Hamilton, Council Member Place 1]
- b) City Council will review, discuss, and may act on an amendment to the City of Windcrest Code of Ordinance implementing a penalty and/or fee for outstanding inspection and permit fees with the Windcrest Fire Department. [Natalia Witmer, Interim City Manager/MFO]
- c) City Council will review, discuss, and may act on an amendment to the City of Windcrest Code of Ordinances relating to identifying and deeming substandard, fire-hazardous, dangerous, and/or dilapidated structures. [Natalia Witmer, Interim City Manager/MFO]
- d) City Council will review, discuss, and may act on an amendment to the City of Windcrest Code of Ordinances requiring a knox box, siren-operated sensors, knox pad locks, and knox caps for all commercial occupancies. [Natalia Witmer, Interim City Manager/MFO]
- e) City Council will review, discuss, and may act on a resolution adopting a policy regarding registration of non-profit organizations within the City of Windcrest and the utilization of City resources. [Dan Reese, Mayor]

VII. EXECUTIVE SESSION**VIII. CITY MANAGER'S REPORT**

Any oral report provided by the city manager will be informational only and not for council 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.

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 COUNCIL AUTHORIZED: The City Council may vote and/or act upon any item within this Agenda. The Council 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 Governing Body deems an executive session is necessary to allow privileged consultation between the City Attorney and the governing body, 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.

EXECUTIVE SESSIONS APPROVED BY CITY ATTORNEY: This agenda has been reviewed and approved by the City's legal counsel and the presence of any subject in any Executive Session portion of the agenda constitutes a written interpretation of Texas Government Code Chapter 551 by legal counsel for the body and constitutes an opinion by the attorney that the items discussed therein may be legally discussed in the closed portion of the meeting considering available opinions of a court of record and opinions of the Texas Attorney General known to the attorney. This provision has been added to this agenda with the intent to meet all elements necessary to satisfy Texas Government Code Chapter 551.144(c) and the meeting is conducted by all participants in reliance on this opinion.

ATTENDANCE BY OTHER ELECTED OR APPOINTED OFFICIALS: 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 3, 2025.

BY:



Rachel C. Dominguez, TRMC
City Secretary

RESOLUTION

A RESOLUTION APPOINTING THE MUNICIPAL OFFICIAL, CHAIRPERSON, AND VICE CHAIRPERSON TO THE CITY OF WINDCREST ANIMAL SERVICES ADVISORY COMMITTEE

WHEREAS, the City of Windcrest Animal Services Advisory Committee was established by Ordinance 2023-023(O) on January 8, 2024; and

WHEREAS, the committee consist of seven members, five (5) regular members and two alternates, appointed by the city council serving staggering terms every two (2) years; and

WHEREAS, at the February 19, 2025, City Council appointed members to Place 1, Place 2, Place 3, Place 4 and Alternate #2;and,

WHEREAS, the committee must be composed of at least one (1) municipal official and (1) citizen residing within the city limits of Windcrest and for the remaining members, licensed veterinarians, people whose duties include the daily operation of an animal shelter, and representatives from animal welfare organizations receive priority of appointment; and

WHEREAS, the City Council needs to appoint the municipal official, the chair, and vice chair.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WINDCREST, TEXAS that the City Council appoints _____ as the municipal official representative, _____, as the Chair, and _____, as the Vice Chair to the Animal Services Advisory Committee for the period listed below:

Appointee Name	Designation.	Term
	Municipal Official	03.01.2025 – 02.28.2026
	Chair	03.01.2025 – 02.28.2026
	Vice Chair	03.01.2025 – 02.28.2026

DULY PASSED AND APPROVED, on the ____ day of March, 2025 at a regular meeting of the City Council of the City of Windcrest, Texas, which was held in compliance with the Open Meetings Act, Gov't. Code §551.001, et. Seq. at which meeting a quorum was present and voting.

CITY OF WINDCREST, TEXAS

Dan Reese, Mayor

ATTEST:

Rachel C. Dominguez, City Secretary

APPROVED:

Ryan S. Henry, City Attorney