

City of Windcrest



AGENDA DEPARTMENT HEAD REPORTS AT 5:00 PM CITY COUNCIL MEETING AT 6:00 PM MARCH 17, 2025

CITY COUNCIL CHAMBERS - 8601 MIDCROWN

DHR @ 5 PM/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 17, 2025, STARTING AT 6:00 PM. DEPARTMENT HEAD REPORTS WILL BE HEARD AT 5:00 P.M.

THE CITY COUNCIL RESERVES THE OPTION TO RECESS THE MEETING DURING THE EVENING OF MONDAY, MARCH 17, 2025, AND TO RECONVENE THE MEETING ON THE FOLLOWING BUSINESS DAY, TUESDAY, MARCH 18, 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. MONTHLY DEPARTMENT HEAD REPORTS FOR MONTH OF FEBRUARY FY24-25

- a) Briefing and discussion on the monthly Fire Department reports for the month of February, to include Summary of Calls along with response times for the City, County, and Annex area. [Ivan Hernandez, Fire Chief]
- b) Briefing and discussion on the monthly Windcrest Volunteer Fire Alliance financial report for the month of February. [WVFA Representative]

- c) Briefing and discussion on the monthly Police Department reports including Code Enforcement and Animal Control reports for the month of February. [David Ellis, Interim Chief of Police]
- d) Briefing and discussion on the monthly Municipal Court report for the month of February. [Claudia Carrera, Municipal Assistant Court Administrator]
- e) Briefing and discussion on the monthly Public Works reports for the month of February. [Dusty DeHoyos, Public Works Director]
- f) Briefing and discussion on the monthly City of Windcrest Economic Development Corporation report for the month of February. [Mario Hernandez, Director of Windcrest Economic Development Corporation]
- g) Briefing and discussion on the monthly Office of the City Secretary, Civic Center and special events reports for the month of February. [Rachel C. Dominguez, City Secretary]

THE FOLLOWING ITEMS MAY BE CONSIDERED AT ANY TIME DURING THE REGULAR COUNCIL MEETING:

V. CITIZENS TO BE HEARD/CITIZEN PARTICIPATION

- Citizens may address the Windcrest City Council on topics not on the agenda for no more than three (3) minutes.
- Citizens shall also have the opportunity to address the Windcrest 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.

VI. SPECIAL RECOGNITION

- a) Retirement of Judge Stephen P. Takas. [Dan Reese, Mayor]

VII. PRESENTATION

- a) City Council will receive a presentation from Leonard Young, YPR Consultants, on the Palladium Rough Proportionality project.

VIII. FINANCIALS

- a) Presentation, discussion, and acceptance of the unaudited monthly financial report for the month ending February 2025. [Natalia Witmer, MFO/Interim City Manager]

IX. ORDINANCE

- a) City Council will review, discuss, and may act on an amendment to Chapter 18 of the City of Windcrest Code of Ordinances implementing a penalty and/or fee for outstanding inspection and permit fees with the Windcrest Fire Department. **1st Reading** [Natalia Witmer, MFO/Interim City Manager]
- b) City Council will review, discuss, and may act on an amendment to Chapter 12 the City of Windcrest Code of Ordinances relating to identifying and deeming substandard, fire-

hazardous, dangerous, and/or dilapidated structures. **1st Reading** [Natalia Witmer, MFO/Interim City Manager]

- c) City Council will review, discuss, and may act on an amendment to Chapter 12 the City of Windcrest Code of Ordinances requiring a knox box, siren-operated sensors, knox pad locks, and knox caps for all commercial occupancies. **1st Reading** [Natalia Witmer, MFO/Interim City Manager]

X. RESOLUTION

- a) City Council will review, discuss, and may act on a resolution to memorialize the February 19, 2025, Decision of the Ethics Hearing considering the complaint filed by city resident, Billy Gipson, against Ryan Henry, City Attorney. [Natalia Witmer, Interim City Manager/MFO]
- b) City Council will review, discuss, and may act on a resolution appointing the chair, and vice-chair to the Animal Services Advisory Committee for a term beginning on March 1, 2025 [Dan Reese, Mayor]
- c) 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]
- d) City Council will review, discuss, and may act on a resolution appointing members to the Parks and Recreation Commission. [Natalia Witmer, MFO/ Interim City Manager]

XI. DISCUSSION AND ACTION

- a) City Council will review, discuss, and may act on Palladium Rough Proportionality valuation/project. [Natalia Witmer, MFO/Interim City Manager]
- b) City Council will review and discuss the lease agreement with the Bexar County Water Control Improvement District #10. [Dan Reese, Mayor]
- c) City Council will review, discuss, and may act on the implementation and process of a quarterly community recognition program. [Cindy Strzelecki, Council Member Place 2/Mayor Pro Tem]
- d) City Council will review, discuss, and may act on drafting and finalizing a Request for Qualifications (RFQ) for city attorney, prosecution and legal services, and discussion of the process utilized for retaining such services. [Susie Hamilton, Council Member Place 1]
- e) City Council will review, discuss, and may act on the evaluation and approval on the Request for Qualifications (RFQ) 2024-2025-003, Executive Recruitment Consulting Services for City Manager, submittals. [Adam Astleford, Council Member Place 5]
- f) City Council will receive an update on the Heritage Tree Mayoral Committee meeting. [Cindy Strzelecki, Council Member Place 2/Mayor Pro Tem]
- g) City Council will review, discuss, and may act on members for the RFP/RFQ Scoring and Evaluation Committee for RFP 2024-2025-002: Master Plan Consulting Services. [Natalia Witmer, MFO/Interim City Manager]

XII. EXECUTIVE SESSION

The Windcrest City Council 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:

- a. Pursuant to Govt. Code § 551.071 (consultation with attorney) legal issues associated with compliance of Public Information Act (“PIA”)

XIII. 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.

XIV. 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.

XV. 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 17, 2025.

BY:

A handwritten signature in black ink, reading "Rachel C. Dominguez". The signature is written in a cursive, flowing style.

Rachel C. Dominguez, City Secretary