

City of Windcrest



AGENDA DEPARTMENT HEAD REPORTS AT 5:00 PM CITY COUNCIL MEETING AT 6:00 PM AUGUST 18, 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, AUGUST 18, 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, AUGUST 18, 2025, AND TO RECONVENE THE MEETING ON THE FOLLOWING BUSINESS DAY, TUESDAY, AUGUST 19, 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 JULY FY24-25

- a) Briefing and discussion on the monthly Fire Department reports for the month of July, 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 July. [WVFA Representative]

- c) Briefing and discussion on the monthly Police Department reports including Code Enforcement and Animal Control reports for the month of July. [David Ellis, Chief of Police]
- d) Briefing and discussion on the monthly Municipal Court report for the month of July. [Claudia Carrera, Municipal Assistant Court Administrator]
- e) Briefing and discussion on the monthly Public Works reports for the month of July. [Dusty DeHoyos, Public Works Director]
- f) Briefing and discussion on the monthly City of Windcrest Economic Development Corporation report for the month of July. [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 July. [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 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.

VI. PUBLIC HEARING

OPENING OF PUBLIC HEARING

- a) City Council will receive comments from the public on the Proposed Tax Rate for the City of Windcrest Fiscal Year 2025/2026 Budget.

CLOSING OF PUBLIC HEARING

OPENING OF PUBLIC HEARING

- b) City Council will receive comments from the public on the City of Windcrest Proposed Budget for Fiscal Year 2025/2026.

CLOSING OF PUBLIC HEARING

VII. CEREMONIAL

- a) Proclamation declaring August 25-29, 2025, SMART week for the City of Windcrest.

VIII. SPECIAL RECOGNITION

IX. PRESENTATION

- a) City Council will review a presentation from Brown & Brown Insurance Group on the City of Windcrest health benefits package for fiscal year 2025/2026.

X. FINANCIALS

- a) Presentation, discussion, and acceptance of the unaudited monthly financial report for the month of July. [Natalia Witmer, Interim City Manager/Municipal Finance Officer]

XI. CONSENT AGENDA

- a) City Council will review, discuss, and may act on an ordinance amending Chapter 103 - Building Code, of the Windcrest Code of Ordinances, regarding structure requirements for accessory buildings. **2nd Reading** [Natalia Witmer, Interim City Manager/Municipal Finance Officer]
- b) City Council will review, discuss, and may act on an ordinance amending Chapter 2, Article 4, Section 2-66 of the Windcrest Code of Ordinances. **2nd Reading** [Natalia Witmer, Interim City Manager/Municipal Finance Officer]
- c) City Council will review, discuss, and may act on an ordinance approving and adopting the City of Windcrest Legislative Calendar for FY25/26. **2nd Reading** [Natalia Witmer, Interim City Manager/Municipal Finance Officer]
- d) City Council will review, discuss, and may act on a resolution establishing an agreement for medical control and medical director services between the City of Windcrest and the University of Texas Health Science Center of San Antonio. [Natalia Witmer, Interim City Manager/Municipal Finance Officer]
- e) The City Council will review, discuss, and may act on a resolution ratifying the authorization for the Director of Public Works to decommission fleet vehicles for sale at auction. [Natalia Witmer, Interim City Manager/Municipal Finance Officer]
- f) City Council will review, discuss, and may act on a resolution approving and adopting an Internal Controls and Cash Handling Policy for fiscal year 2025/2026. [Natalia Witmer, Interim City Manager/Municipal Finance Officer]
- g) City Council will review, discuss, and may act on a resolution approving and adopting the City of Windcrest Travel and Training Policy for fiscal year 2025/2026. [Natalia Witmer, Interim City Manager/Municipal Finance Officer]
- h) City Council will review, discuss, and may act on a resolution approving and adopting the City of Windcrest Purchasing Policy for fiscal year 2025/2026. [Natalia Witmer, Interim City Manager/Municipal Finance Officer]
- i) City Council will review, discuss, and may act on a resolution approving and adopting the City of Windcrest Investment Policy for fiscal year 2025/2026. [Natalia Witmer, Interim City Manager/Municipal Finance Officer]
- j) The City Council will review, discuss, and may act on a resolution ratifying the appointment of Davidson Triolo Ream & Garza Law Firm to provide legal and litigation services, serving as the City Attorney for the City of Windcrest. [Natalia Witmer, Interim City Manager/Municipal Finance Officer]
- k) The City Council will review, discuss, and may act on a resolution ratifying the funding approval for the plumbing and foundation projects for the Takas Park Civic Center capital

improvements. [Natalia Witmer, Interim City Manager/Municipal Finance Officer]

XII. ORDINANCE

- a) City Council will review, discuss, and may act on an ordinance adopting the fiscal year 2025/2026 Windcrest Master Fee Schedule and Civic Center Rental Fees. **1st Reading** [Natalia Witmer, Interim City Manager/Municipal Finance Officer]
- b) City Council will review, discuss, and may act on an ordinance approving the fiscal year 2025/2026 City of Windcrest Organizational Chart. **1st Reading** [Natalia Witmer, Interim City Manager/Municipal Finance Officer]
- c) City Council will review, discuss, and may act on an ordinance amending the fiscal year 2024/2025 City of Windcrest Adopted Budget. **1st Reading** [Natalia Witmer, Interim City Manager/Municipal Finance Officer]

XIII. RESOLUTION

- a) City Council will review, discuss, and may act on approving a resolution selecting providers for medical, dental, vision, life, accidental death and dismemberment, long-term disability, and supplemental plans for employees for fiscal year 2025/2026. [Natalia Witmer, Interim City Manager/Municipal Finance Officer]
- b) City Council will review, discuss, and may act on approving a resolution authorizing the City Manager to execute the participation form in the Purdue Pharma, L.P. and Sackler Family National Opioid Settlement. [Natalia Witmer, Interim City Manager/Municipal Finance Officer]
- c) City Council will review, discuss, and may act on a resolution appointing a citizen to the Windcrest Board of Adjustment. [Natalia Witmer, Interim City Manager/Municipal Finance Officer]

XIV. DISCUSSION AND ACTION

- a) City Council will review, discuss and may act on the proposed tax rate for the City of Windcrest Fiscal Year 2025/2026 Budget. [Natalia Witmer, Interim City Manager/Municipal Finance Officer]
- b) City Council will discuss, review and may act on the City of Windcrest Proposed Budget for Fiscal Year 2025/2026. [Natalia Witmer, Interim City Manager/Municipal Finance Officer]
- c) City Council will review, discuss, and may act on estimates for splash pads and other structures at 5609 Windsong Drive. [Adam Astleford, Council Member Place 5]
- d) City Council will review, discuss, and may take action on dedicating and naming the City of Windcrest Municipal Court Room, Judge Stephen P. Takas, Jr. Municipal Court Room. [Adam Astleford, Council Member Place 5]
- e) City Council will review, discuss, and may act on responses to the community engagement survey for the FY 2025/2026 Budget Development process. [Natalia Witmer, Interim City Manager]
- f) City Council will review and discuss the internal operational contracts database. [Cindy

Strzelecki, Council Member Place 2/Mayor Pro Tem]

XV. EXECUTIVE SESSION

The 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 Texas Govt. Code §551.074 (personnel matters), evaluation of the Municipal Finance Officer for fiscal year 2024/2025.
- b) Pursuant to Govt. Code §551.071 (consultation with attorney) deliberation regarding litigation against the City of Windcrest, including but not limited to *Chad Mowell v. City of Windcrest Board of Adjustment and City of Windcrest*, and potential litigation with the City of San Antonio regarding Rackspace payments.
- c) Pursuant to Govt Code §551.087 (economic development) on Industrial Commerical Properties and Windcrest International Buisness Park status and update.

XVI. 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.

XVII. 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.

XVIII. 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 August 18, 2025.

BY:

A handwritten signature in black ink, reading "Rachel C. Dominguez". The signature is fluid and cursive, with the first letters of each word being capitalized and prominent.

Rachel C. Dominguez, City Secretary