

City of Windcrest



AGENDA CITY COUNCIL MEETING 6:00 PM DECEMBER 1, 2025

**JUDGE STEPHEN P. TAKAS, JR. COURTROOM
8601 MIDCROWN - CITY HALL**

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, DECEMBER 1, 2025, STARTING AT 6:00 PM.

THE CITY COUNCIL RESERVES THE OPTION TO RECESS THE MEETING DURING THE EVENING OF MONDAY, DECEMBER 1, 2025, AND TO RECONVENE THE MEETING ON THE FOLLOWING BUSINESS DAY, TUESDAY, DECEMBER 2, 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. PRESENTATION

- a) Presentation by the Bexar County Clerk's Office on their *Records on the Run Mobile Unit* program.

VI. CONSENT AGENDA

- a) City Council will review, discuss, and may act on a resolution ratifying a contract with Integral AV Solutions, LLC, in the amount of \$29,504.00 to upgrade the City Hall Courtroom audio/visual system. [Ronnie J. Guest, Jr., City Manager]
- b) City Council will review, discuss, and may act on a resolution appointing a Presiding Judge, and an Alternate Judge to the City of Windcrest Municipal Court of Record in accordance of Chapter 20, Section 20-6 Judicial Positions. [Ronnie J. Guest, Jr., City Manager]

VII. RESOLUTION

- a) City Council will review, discuss, and may take action on a resolution appointing a Mayor Pro Tempore. [Dan Reese, Mayor]

VIII. DISCUSSION AND ACTION

- a) City Council will review, discuss, and may act on awarding a contract for animal boarding and adoption services in response to RFP 2025-2026-001. [Ronnie J. Guest, Jr., City Manager]
- b) City Council will receive compliance training and may have a discussion on various governmental, local, and state laws, include but not limited to the Open Meetings Act, Public Information Act, Records Management, Ethics Code Compliance (Local and State), Public Relations, and standard governing protocols. [Ronnie J. Guest, Jr., City Manager]
- c) City Council will discuss and take action on canceling the City Council meeting for Monday, December 15, 2025. [Dan Reese, Mayor]

IX. 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 Govt Code §551.087 (economic development) on Industrial Commercial Properties and Windcrest International Business Park status and update.

X. 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.

XI. 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.

XII. 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 three (3) business days prior to the meeting on December 1, 2025.

BY:

A handwritten signature in black ink, reading "Rachel C. Dominguez". The signature is written in a cursive, flowing style with a large initial 'R' and 'D'.

Rachel C. Dominguez, TRMC
City Secretary

RESOLUTION

A RESOLUTION OF THE CITY OF WINDCREST CITY COUNCIL RATIFYING THE APPROVAL OF A CONTRACT WITH INTEGRAL AV SOLUTIONS, LLC.

WHEREAS, the City Council finds the Windcrest City Hall Courtroom needs upgrading existing audio, visual, and control system equipment; and

WHEREAS, the Windcrest City Council approved the funding of said contract at the City Council meeting on November 17, 2025; and

WHEREAS, the City Council incorporates and adopts the findings contained in the staff report submitted concerning recommendation of such purchase; and

WHEREAS, the City Council finds that the proposed contract for the equipment upgrade is needed for the courtroom and was obtained through TIPS Contract #230901 authorized as a proper source of procurement under Texas law and from which and all contracts available from such source have been awarded by virtue of a public competitive procurement process; and;

WHEREAS, the City Council has determined the upgrades of said equipment and system will benefit the general welfare of the community.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WINDCREST, TEXAS that:

1. The City Council hereby authorizes the City Manager execute said contract, attached to this resolution to accomplish the intent of this authorization.
2. The City Council authorizes the expenditure of funds in the amount not to exceed \$29,504.00 from the Public, Education, and Government and Municipal Court Technology funds.

DULY PASSED AND APPROVED, on the ____ day of December, 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, TRMC
City Secretary

APPROVED:

Austin Beck, City Attorney

RESOLUTION

**A RESOLUTION TO APPOINT A, PRESIDING JUDGE AND
ALTERNATE JUDGE TO THE CITY OF WINDCREST
MUNICIPAL COURT OF RECORD**

WHEREAS, Article V, Section 5.07 of the Windcrest City Charter requires the Windcrest City Council to appoint one or more Municipal Judges to serve in the Municipal Court of Record of the City of Windcrest, Texas; and

WHEREAS, the Municipal Judges will serve the remaining term of a two (2) year term running concurrently with the term of the office of the Mayor.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WINDCREST, TEXAS that _____ is hereby appointed as the Presiding Judge, and _____ is hereby appointed as the Alternate Judge of the Municipal Court of Record of the City of Windcrest, Texas and will assume said position upon the execution of the oath of office.

DULY PASSED AND APPROVED, on the ____ day of December, 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, TRMC
City Secretary

APPROVED:

Austin Beck, City Attorney

RESOLUTION

A RESOLUTION ELECTING A MAYOR PRO TEMPORE

WHEREAS, Section 3.11 of the Windcrest City Charter requires the election of a Mayor Pro Tempore; and

WHEREAS, the Windcrest City Council shall elect one of its members as Mayor Pro Tempore, who shall perform the duties of the Mayor in the case of the absence or inability of the Mayor to perform the duties of office, and who shall, during that time, be vested with all the powers belonging to the Mayor.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WINDCREST, TEXAS approved that _____ is hereby elected as Mayor Pro Tempore of the City of Windcrest upon passage of this resolution, by majority vote of a quorum present, said Mayor Pro Tempore will assume said office as determined by the Mayor or absences of.

DULY PASSED AND APPROVED, on the ____ day of December, 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, TRMC
City Secretary

APPROVED:

Austin Beck, City Attorney