



**CITY OF WINDCREST ECONOMIC DEVELOPMENT CORPORATION
BOARD OF DIRECTORS**

Regular Meeting

**October 14, 2020
5:30 P.M.**

Windcrest City Hall

NOTICE IS HEREBY GIVEN THAT A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE WINDCREST ECONOMIC DEVELOPMENT CORPORATION (WEDC) WILL BE HELD AT WINDCREST CITY HALL, 8601 MIDCROWN, WINDCREST, TEXAS ON THE 14TH DAY OF OCTOBER, 2020 STARTING AT 5:30 P.M. DURING THE MEETING, THE BOARD WILL CONSIDER, DELIBERATE AND MAY TAKE ACTION UPON ANY OF THE SUBJECTS LISTED BELOW.

Vision Statement: Nourish and develop a vibrant community that consistently pushes the limits.

Mission Statement: Facilitate interaction between business, city and other community organizations to nourish the economic health and well-being of Windcrest, its citizens and the region.

Request all pagers and cell phones be turned off, except emergency on-call personnel. Citizens are asked to refrain from talking during proceedings unless recognized by the Presiding Officer.

CITIZEN COMMUNICATION: AS A COURTESY TO CITIZENS IN ATTENDANCE, AND AT THE DISCRETION OF THE PRESIDING OFFICER OF THE MEETING, CITIZENS WILL BE GIVEN A REASONABLE OPPORTUNITY TO STATE THEIR COMMENTS OR ASK QUESTIONS REGARDING ANY ITEM ON THE AGENDA, AND PRIOR TO THE BOARD TAKING ACTION ON ANY ACTION ITEMS LISTED. THE BOARD REQUESTS COMMENTS BE BRIEF, TO THE POINT, AND NO LONGER THAN 5 MINUTES. TIME CANNOT BE YIELDED TO ANOTHER SPEAKER. PLEASE NOTE THAT THE BOARD MAY NOT BE PERMITTED TO RESPOND TO QUESTIONS OR COMMENTS.

Items will not necessarily be discussed or considered in the order they are printed on the agenda below. If, during the course of the meeting, discussion of any item on the agenda should be held in an executive or closed session, the Board will convene in such executive or closed session as permitted by and in accordance with Texas Government Code Chapters 551 and 551.

Consistent with Windcrest City Council Resolution No. 292, the WEDC Board elects to audio and video record its meetings. The recordings are preserved electronically as the official minutes of its meetings.

I. Call To Order

1. Determination of a Quorum
2. Pledge of Allegiance
3. Prayer
4. Vote to consider the excuse of absent board member(s), if applicable

II. Visitors/Presentations

1. Executive Directors Report regarding Economic Development Activities
2. Current Financials (Balance, Revenue & Expense) ending August, 2020
3. 3rd Quarterly Investment Report (April 1, 2020 to June 30, 2020)

III. Citizens to be Heard

1. Members of the public may sign up to provide public comments to the Board in accordance with Board and City ordinance and policy.

NOTE: Citizens may address the WEDC on topics not on the agenda for no more than three (3) minutes. Only a maximum of four (4) members of the public will be permitted in the City Council Chambers at a time. All attendees will be required to be screened for present signs of COVID-19 prior to entering City Hall. Four (4) hours prior to the meeting, an email to the WEDC Coordinator at knelson@windcrest-tx.gov is required to be added to the attendee list to ensure proper physical distancing seating inside and outside City Council Chambers. An email statement may be sent to the WEDC Coordinator at knelson@windcrest-tx.gov to be read into the meeting to the WEDC Board.

IV. Discuss and Act

1. New Shared Service Agreement with the City of Windcrest
– General Terms

V. Executive Session

1. Govt. Code 551.072, 551.071, 551.087 Consultation with Legal Counsel regarding real estate transactions, discussion regarding purchase, lease or exchange of real property within City of Windcrest, and economic development/redevelopment of property.
2. Update on Windcrest Senior Village, Charter School, YMCA, Rackspace MEIA and RFP and Walmart Building/Goodwill Prospect.

VI. Resume Open Session: Consider and take possible action on matters discussed in executive session, potential purchase of real property and economic incentives request. Consideration and action to approve conveyance of real property pursuant to 2011 Agreement.

VII. General Announcements and Future Agenda Items Requested

VIII. Adjournment

I, the undersigned authority, do hereby certify that the above Notice of Meeting of the Board of Directors of the WEDC is a true and correct copy of said Notice and I posted a true and correct copy of said Notice on the bulletin board at the Windcrest City Hall in a convenient place to the public. Said Notice was posted 72 hours prior to the 14th day of August, 2020.

By: ***DATE & SIGNATURE PENDING***

Rachel Dominguez, City Secretary

13 -ECONOMIC DEVELOPMENT CORP

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
ASSETS		
=====		
13-1102	CLAIM ON CASH	(5,370.93)
13-1105	CASH - CHECKING	1,010,896.88
13-1106	Savings - TLF Proceeds	0.00
13-1115	INVESTMENTS-TEXPOOL#15900001	0.00
13-1116	INVESTMENTS-TEXPOOL#15900003	0.00
13-1117	EXPENSE CARD	0.00
13-1118	EDC - Investment First Public	114,486.67
13-1204	PREPAID SALES TAX	0.26
13-1315	DUE FROM GENERAL FUND	0.00
13-1375	DUE FROM HOT FUND	0.00
13-1510	A/R SALES TAX	(0.02)
		<u>1,120,012.86</u>
TOTAL ASSETS		1,120,012.86
		=====
LIABILITIES		
=====		
13-2200	WAGES PAYABLE	0.00
13-2315	DUE TO GENERAL FUND	0.00
13-2320	DUE TO TAXING ENTITIES	0.00
13-2400	A/P PENDING	0.00
13-2401	ACCOUNTS PAYABLE	0.00
13-2402	ALAMO TITLE ESCROW FUNDS	0.00
13-2410	A/P - SALES TAX	0.00
13-2451	A/P SALES TAX PAYBACK	<u>0.00</u>
	TOTAL LIABILITIES	<u>0.00</u>
EQUITY		
=====		
13-3201	FUND BALANCE	<u>990,310.64</u>
	TOTAL BEGINNING EQUITY	990,310.64
TOTAL REVENUE		539,354.69
TOTAL EXPENSES		<u>409,652.47</u>
TOTAL INCREASE/(DECREASE) IN FUND BAL.		129,702.22
TOTAL EQUITY & FUND BALANCE		<u>1,120,012.86</u>
TOTAL LIABILITIES, EQUITY & FUND BALANCE		1,120,012.86
		=====

CITY OF WINCREST
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: AUGUST 31ST, 2020

13 -ECONOMIC DEVELOPMENT CORP

% OF YEAR COMPLETED: 91.67

	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>								
ALL REVENUES	<u>556,000</u>	<u>556,000</u>	<u>74,540.01</u>	<u>539,354.69</u>	<u>486,763.13</u>	<u>0.00</u>	<u>97.01</u>	<u>16,645.31</u>
TOTAL REVENUES	556,000	556,000	74,540.01	539,354.69	486,763.13	0.00	97.01	16,645.31
<u>EXPENDITURE SUMMARY</u>								
<u>00-GENERAL EXPENDITURES</u>								
SALARIES & BENEFITS	221,064	221,064	12,993.84	134,350.73	95,758.17	0.00	60.77	86,713.27
OTHER EXPENSES	295,100	295,100	1,998.19	52,653.74	129,620.42	0.00	17.84	242,446.26
CAPITAL EXPENSES	0	0	0.00	37,648.00	0.00	0.00	0.00 (	37,648.00)
OTHER INCOME/EXPENSES	<u>0</u>	<u>0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL 00-GENERAL EXPENDITURES	516,164	516,164	14,992.03	224,652.47	225,378.59	0.00	43.52	291,511.53
TOTAL EXPENDITURES	516,164	516,164	14,992.03	224,652.47	225,378.59	0.00	43.52	291,511.53
REVENUE OVER/(UNDER) EXPENDITURES	39,836	39,836	59,547.98	314,702.22	261,384.54	0.00	789.99 (	274,866.22)

CITY OF WINCREST
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: AUGUST 31ST, 2020

13 -ECONOMIC DEVELOPMENT CORP

% OF YEAR COMPLETED: 91.67

REVENUES	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET	BUDGET BALANCE
13-4105 INCOME - OTHER	0	0	0.00	0.00	20.00	0.00	0.00	0.00
13-4110 INCOME - OTHER (HOT)	0	0	0.00	0.00	0.00	0.00	0.00	0.00
13-4111 INCOME - OTHER (GEN.FUND)	0	0	0.00	0.00	0.00	0.00	0.00	0.00
13-4112 INCOME-WALZEM RD GRANT	0	0	0.00	0.00	0.00	0.00	0.00	0.00
13-4113 INCOME-CORPORATE DONATIONS	0	0	0.00	0.00	0.00	0.00	0.00	0.00
13-4115 SALES TAX (.25)	554,000	554,000	73,937.59	532,654.21	474,005.17	0.00	96.15	21,345.79
13-4301 INTEREST	2,000	2,000	602.42	6,700.48	12,737.96	0.00	335.02 (	4,700.48)
13-4900 PROCEEDS FROM CAPITAL LEASE	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	556,000	556,000	74,540.01	539,354.69	486,763.13	0.00	97.01	16,645.31

CITY OF WINCREST
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: AUGUST 31ST, 2020

13 -ECONOMIC DEVELOPMENT CORP

% OF YEAR COMPLETED: 91.67

DEPARTMENTAL EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET	BUDGET BALANCE
<u>00-GENERAL EXPENDITURES</u>								
<u>SALARIES & BENEFITS</u>								
13-500-009 SALARIES - EDC	37,000	42,000	3,296.00	37,188.14	21,723.14	0.00	88.54	4,811.86
13-500-010 ADMINISTRATIVE EXPENSES	1,000	1,000	0.00	0.00	0.00	0.00	0.00	1,000.00
13-500-011 EDC LONGEVITY	0	0	0.00	0.00	0.00	0.00	0.00	0.00
13-500-013 STIPEND	0	0	0.00	0.00	0.00	0.00	0.00	0.00
13-500-018 EDC EDUCATION PAY	0	0	0.00	0.00	0.00	0.00	0.00	0.00
13-500-020 EDC OVERTIME	2,000	2,000	0.00	0.00	0.00	0.00	0.00	2,000.00
13-500-030 SOCIAL SECURITY-EDC	4,000	4,000	255.32	3,044.92	1,640.44	0.00	76.12	955.08
13-500-040 HEALTH INSURANCE-EDC	9,064	9,064	1,392.88	8,001.95	7,747.67	0.00	88.28	1,062.05
13-500-050 RETIREMENT-EDC	4,400	4,400	249.64	2,992.06	1,690.82	0.00	68.00	1,407.94
13-500-060 WORKERS COMPENSATION-EDC	1,100	1,100	0.00	1,100.00	1,000.00	0.00	100.00	0.00
13-500-070 UNEMPLOYMENT COMPENSATION	500	500	0.00	123.66	136.10	0.00	24.73	376.34
13-500-080 CONTRACT LABOR	162,000	157,000	7,800.00	81,900.00	61,820.00	0.00	52.17	75,100.00
13-500-095 TERMINATION PAYOUT	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	221,064	221,064	12,993.84	134,350.73	95,758.17	0.00	60.77	86,713.27
<u>OTHER EXPENSES</u>								
13-500-100 PUBLIC RELATION FEES-GENERAL	15,000	15,000	511.47	4,504.94	50.21	0.00	30.03	10,495.06
13-500-115 MOBILE TELEPHONE	600	600	41.54	1,774.65	332.32	0.00	295.78	1,174.65
13-500-120 DUES & SUBSCRIPTIONS	500	500	0.00	145.00	192.35	0.00	29.00	355.00
13-500-130 TRAINING	7,000	7,000	0.00	540.00	1,807.62	0.00	7.71	6,460.00
13-500-132 TRAVEL	10,000	10,000	0.00	0.00	35.00	0.00	0.00	10,000.00
13-500-135 MEALS & ENTERTAINMENT	5,000	5,000	35.46	555.25	626.79	0.00	11.11	4,444.75
13-500-150 EMP MED COST ASSIST	0	0	42.52	298.99	0.00	0.00	0.00	298.99
13-500-200 COMPUTER MAINTENANCE	4,000	4,000	16.23	32.46	43.29	0.00	0.81	3,967.54
13-500-201 WEBSITE MAINTENANCE	2,000	2,000	0.00	1,758.75	6,531.78	0.00	87.94	241.25
13-500-205 REPAIRS & MAINT OF BUILDING	1,000	1,000	0.00	0.00	93.24	0.00	0.00	1,000.00
13-500-250 LEGAL EXPENSES	50,000	50,000	1,268.40	22,532.36	33,808.09	0.00	45.06	27,467.64
13-500-290 AUDIT	6,000	6,000	0.00	4,430.00	4,300.00	0.00	73.83	1,570.00
13-500-325 SALES TAX COLLECTION SERVICE	1,800	1,800	0.00	0.00	0.00	0.00	0.00	1,800.00
13-500-430 SUPPLIES	4,000	4,000	82.57	2,006.56	2,454.28	0.00	50.16	1,993.44
13-500-440 ELECTION EXPENSES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
13-500-510 VEHICLE EXPENSE-EDC	1,000	1,000	0.00	166.79	81.00	0.00	16.68	833.21
13-500-515 HEALTH EXPENSE ALLOW-DIRECTO	0	0	0.00	0.00	0.00	0.00	0.00	0.00
13-500-520 MOVING EXPENSE-DIRECTOR	0	0	0.00	0.00	0.00	0.00	0.00	0.00
13-500-540 VEHICLE FUEL	1,000	1,000	0.00	59.25	57.00	0.00	5.93	940.75
13-500-590 POSTAGE	500	500	0.00	445.10	110.00	0.00	89.02	54.90
13-500-630 LEGAL ADVERTISING	0	0	0.00	0.00	0.00	0.00	0.00	0.00
13-500-640 COPIER USAGE	1,200	1,200	0.00	0.00	0.00	0.00	0.00	1,200.00
13-500-650 WALZEM RD GRANT EXPENSES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
13-500-700 CONTINGENCIES	2,500	2,500	0.00	216.08	266.67	0.00	8.64	2,283.92
13-500-750 EDC PROJECTS	111,000	111,000	0.00	10,291.73	4,571.23	0.00	9.27	100,708.27
13-500-751 PROMOTING WINDCREST	71,000	71,000	0.00	2,895.83	14,259.55	0.00	4.08	68,104.17
13-500-752 SERVICES AGREEMENT GEN. FUND	0	0	0.00	0.00	60,000.00	0.00	0.00	0.00
TOTAL OTHER EXPENSES	295,100	295,100	1,998.19	52,653.74	129,620.42	0.00	17.84	242,446.26

CITY OF WINCREST
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: AUGUST 31ST, 2020

13 -ECONOMIC DEVELOPMENT CORP

% OF YEAR COMPLETED: 91.67

DEPARTMENTAL EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET	BUDGET BALANCE
<u>CAPITAL EXPENSES</u>								
13-500-800 EDC PROJECTS	0	0	0.00	37,648.00	0.00	0.00	0.00 (	37,648.00)
13-500-801 PROMOTING WINDCREST	0	0	0.00	0.00	0.00	0.00	0.00	0.00
13-500-810 CAPITAL EXPENSE	0	0	0.00	0.00	0.00	0.00	0.00	0.00
13-500-890 TLF LOAN PAYMENTS	0	0	0.00	0.00	0.00	0.00	0.00	0.00
13-500-891 RACKER ROAD PROJECT	0	0	0.00	0.00	0.00	0.00	0.00	0.00
13-500-892 TLF INTEREST	<u>0</u>	<u>0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL CAPITAL EXPENSES	0	0	0.00	37,648.00	0.00	0.00	0.00 (	37,648.00)
<u>OTHER INCOME/EXPENSES</u>								
13-500-900 PRIOR PERIOD ADJUSTMENT	<u>0</u>	<u>0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL OTHER INCOME/EXPENSES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 00-GENERAL EXPENDITURES	516,164	516,164	14,992.03	224,652.47	225,378.59	0.00	43.52	291,511.53
TOTAL EXPENDITURES	516,164	516,164	14,992.03	224,652.47	225,378.59	0.00	43.52	291,511.53
REVENUE OVER/(UNDER) EXPENDITURES	39,836	39,836	59,547.98	314,702.22	261,384.54	0.00	789.99 (	274,866.22)

Windcrest EDC
Quarterly Investment Report
April 1, 2020 to June 30, 2020
Portfolio Summary Management Report

<u>Portfolio as of April 1, 2020</u>		<u>Portfolio as of June 30, 2020</u>	
Beginning Book Value	\$ 1,267,746	Ending Book Value	\$ 1,347,287
Beginning Market Value	\$ 1,267,746	Ending Market Value	\$ 1,347,287
		Investment Income for the quarter	\$ 344
Unrealized Gain / Loss	\$ -	Unrealized Gain/Loss	\$ -
		Change in Unrealized Gain/Loss	\$ -
		*Change in Market Value:	\$ 79,541

Authorized by:

donh

[donh \(Sep 14, 2020 09:43 CDT\)](#)

Don Hakala, CPA

Municipal Finance Officer

Mario Hernandez

[Mario Hernandez \(Sep 12, 2020 15:35 CDT\)](#)

Mario Hernandez

EDC Director

This report is prepared in compliance with the City's Investment Policy and reporting requirements in the Government Code Chapter 2256.

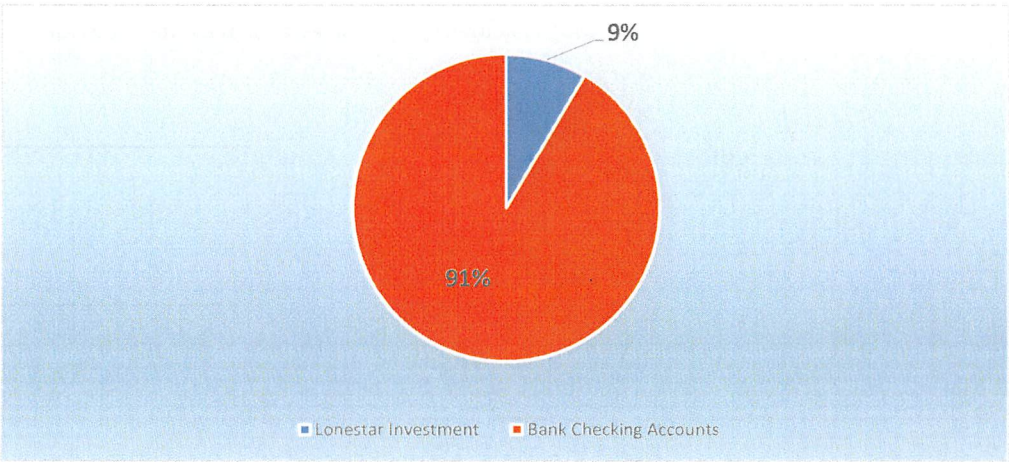
*Change in Market Value is required data, but will primarily reflect the receipt and expenditures of the EDC's funds from quarter to quarter.

Your Portfolio

As of June 30, 2020

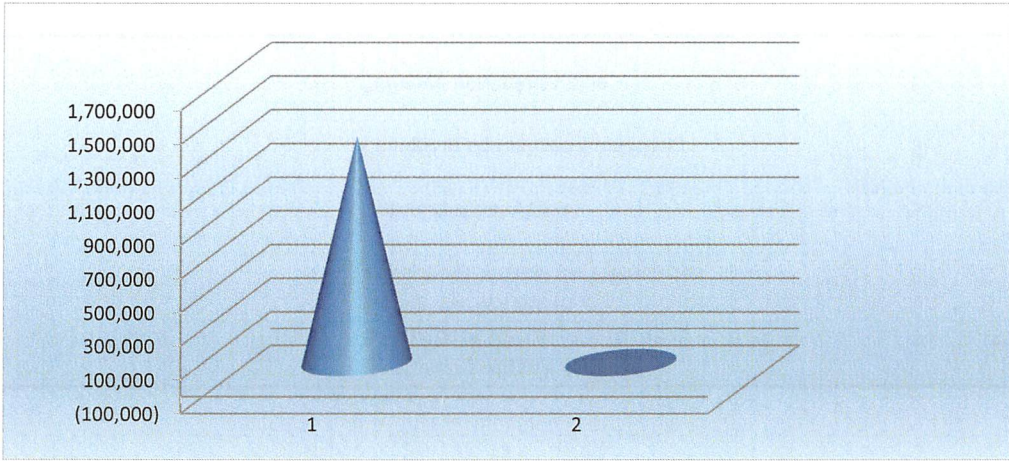
Your portfolio by diversification.

Lonestar Investment	114,631
Bank Checking Accounts	1,232,656



Your portfolio by maturity.

Current	1,347,287
3 months to 1 year	-



Your Portfolio

As of June 30, 2020

Investments	Par Value	Market Value	Book Value	% of Portfolio	Term (days)
Investment Pools	114,631	114,631	114,631	8.51%	1
Money Market Funds	-	-	-	0.00%	1
Bank Accounts	1,232,656	1,232,656	1,232,656	91.49%	1
CDs	-	-	-	0.00%	129/365
WAM	1 (days)				

WINDCREST EDC FINANCE SUMMARY
For the Period Ending June 30, 2020

Acct Code			Account	Rate(AVG.)	Term (days)
Frost Bank Accounts:					
13-1102	Pooled Cash*****		\$ 32,879		
13-1105	Economic Development Corporation		\$ 1,199,778	0.3266%	1
	Total - Frost National Bank		\$ 1,232,656	0.3266%	1
INVESTMENTS:					
13-1118	Lonestar Investment Pool	114,630.55	\$ 114,631	0.8100%	1
	TOTAL ALL FUNDS		\$ 1,347,287		

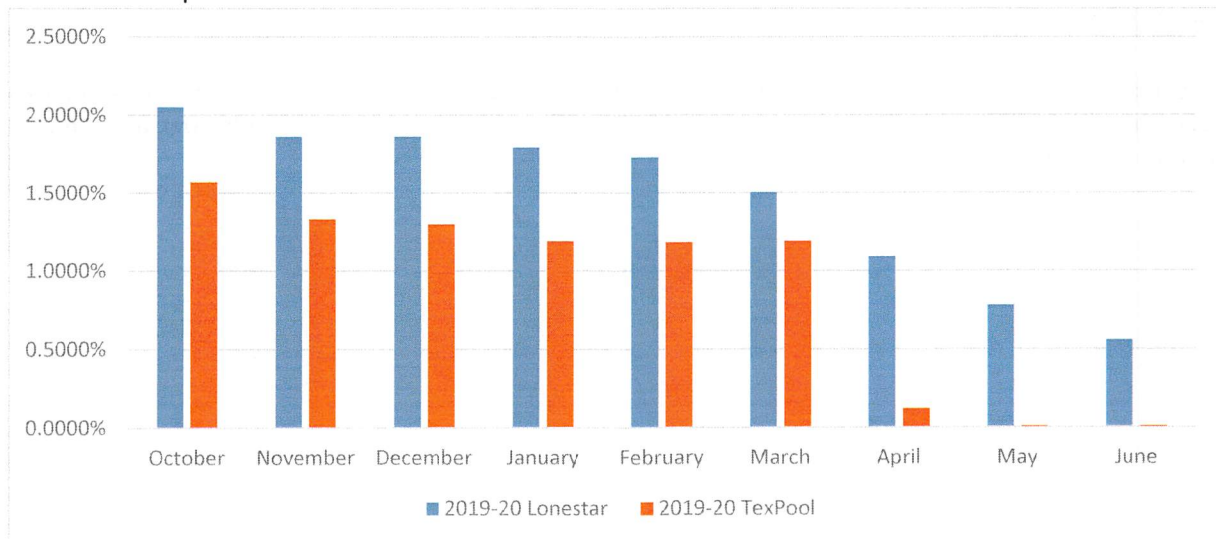
Fund	Fund Title	Balance	Interest Earned
13-1105	Economic Development	1,232,656.20	113.28
13-1118	Lonestar Investment Pool	114,630.55	230.64
	Total	1,347,286.75	343.92

FROST - ALL ACCOUNTS

	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20
October	0.0010%	0.0010%	0.0010%	0.6900%	1.8200%	1.9115%
November	0.0010%	0.0010%	0.0010%	0.7300%	1.9000%	1.6774%
December	0.0010%	0.0010%	0.0010%	0.8800%	1.9900%	1.6226%
January	0.0010%	0.0010%	0.1700%	0.9900%	2.0300%	1.1000%
February	0.0010%	0.0010%	0.1700%	1.0800%	2.0300%	1.5800%
March	0.0010%	0.0010%	0.1800%	1.2000%	2.0300%	1.5900%
April	0.0010%	0.0010%	0.3700%	1.3600%	2.0600%	0.4800%
May	0.0010%	0.0010%	0.4600%	1.4100%	2.0300%	0.2800%
June	0.0010%	0.0010%	0.5500%	1.5200%	2.0300%	0.2200%
July	0.0010%	0.0010%	0.6400%	1.5500%	1.8600%	
August	0.0010%	0.0010%	0.7200%	1.6100%	1.7700%	
September	0.0010%	0.0010%	0.6800%	1.6800%	1.6200%	

Lonestar vs. TexPool Rates

	2018-19 Lonestar	2018-19 TexPool	2019-20 Lonestar	2019-20 TexPool
October	2.3100%	2.1377%	2.0500%	1.5700%
November	2.3900%	2.1980%	1.8600%	1.3300%
December	2.4800%	2.2687%	1.8600%	1.3000%
January	2.4100%	2.3892%	1.7900%	1.1900%
February	2.3900%	2.3972%	1.7300%	1.1800%
March	2.4100%	2.4164%	1.5000%	1.1900%
April	2.5700%	2.4344%	1.0900%	0.1200%
May	2.5400%	2.4005%	0.7800%	0.0100%
June	2.5000%	2.3812%	0.5600%	0.0100%
July	2.4400%	2.3876%		
August	2.3000%	2.1715%		
September	2.2200%	2.1635%		



3rd qtr Investment repts EDC FY 19-20

Final Audit Report

2020-09-14

Created:	2020-09-11
By:	Natalia Witmer (nwitmer@windcrest-tx.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAWpvPFt5umaPzbVV5XVZRk-vcfbcam_IA

"3rd qtr Investment repts EDC FY 19-20" History

-  Document created by Natalia Witmer (nwitmer@windcrest-tx.gov)
2020-09-11 - 7:11:31 PM GMT- IP address: 71.78.233.234
-  Document emailed to Mario Hernandez (marioh@windcrest-tx.gov) for signature
2020-09-11 - 7:12:10 PM GMT
-  Email viewed by Mario Hernandez (marioh@windcrest-tx.gov)
2020-09-12 - 8:34:51 PM GMT- IP address: 71.78.233.234
-  Document e-signed by Mario Hernandez (marioh@windcrest-tx.gov)
Signature Date: 2020-09-12 - 8:35:21 PM GMT - Time Source: server- IP address: 71.78.233.234
-  Document emailed to donh (dhakala@windcrest-tx.gov) for signature
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