

**AGENDA
CITY OF WINDCREST, TEXAS
REGULAR CITY COUNCIL MEETING**

September 18, 2012

**Special City Council Meeting
10:00 A.M.**

NOTICE IS HEREBY GIVEN THAT A SPECIAL WINDCREST CITY COUNCIL MEETING WILL BE HELD AT WINDCREST CITY HALL, 8601 MIDCROWN, WINDCREST, TEXAS ON THE 18th DAY OF SEPTEMBER 2012 STARTING AT 10:00 A.M. DURING THE MEETING THE FOLLOWING SUBJECTS WILL BE CONSIDERED AND THE COUNCIL MAY TAKE ACTION ON ANY OF THE LISTED SUBJECTS.

THE CITY COUNCIL RESERVES THE OPTION TO RECESS THE MEETING DURING THE EVENING OF SEPTEMBER 18, 2012 AND TO RECONVENE THE MEETING ON THE FOLLOWING DAY, SEPTEMBER 19, 2012 AT 9:00 A.M. AT THE WINDCREST CITY HALL, 8601 MIDCROWN, WINDCREST, TEXAS.

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.

Ordinance No. 618 (09/20/10), Repealing Ordinance No. 593

At all City Council, City Commission or City Board meetings, the agenda shall include a "citizens to be heard" item. It is suggested that Citizens wishing to speak during this item sign in on the sign up roster prior to the meeting. During "citizens to be heard" comments, each individual may speak on an agenda item or any other matter affecting the city. In addition to the "citizens to be heard" portion of meetings, a person may make comments on agenda items prior to the vote on the agenda item. A member of the public will have a total of six (6) minutes to be heard during a City Council, City Commission or City Board Meeting. This does not include any responses from the body. The six (6) minutes time limit authorized herein may not be transferred to another speaker in whole or in part. The presiding Officer or his/her designee will assign a Time Keeper to each meeting. The Time Keeper will maintain strict compliance of the six (6) minute rule, stopping speakers who exceed the allotted time. As authorized by Section 551.042 of the Texas Government Code, the Presiding Officer may direct a City Official to make: a statement of specific factual information in response to an inquiry made by a member of the public or of the City Council, or; a recitation of existing policy in response to an inquiry made by a member of the public or the City Council. Any deliberation of or decision about the subject of the inquiry shall be limited to a proposal to place the subject on the agenda for a subsequent meeting. Any question posed by a Citizen, Council Member, Board Member or Commission Member for which an answer is not available at a meeting shall be answered by a member of the staff or Presiding Officer at the next regular meeting of the Body, if an answer is reasonably available and prudent. If the information is sensitive, staff will seek advice from the City Attorney.

REQUEST ALL PAGERS AND CELL PHONES BE TURNED OFF, EXCEPT EMERGENCY ON-CALL PERSONNEL. CITIZENS ARE ASKED TO REFRAIN FROM TALKING DURING COUNCIL PROCEEDINGS.

Meeting Chair: please remind each participant in your meeting that they must speak into a microphone; the recording is the Official Minutes of your meeting and all who speak must be recorded. All guest speakers and citizens to be heard must speak from podium. Please interrupt speakers during meeting if you recognize that they are not speaking into microphone and have them do so.

I. Call to Order, Pledge of Allegiance, Invocation and Announcements

II. Citizens to be Heard on Subsequent and Non-Subsequent Agenda Items

1. A member of the public will have three (3) minutes to discuss non-subsequent agenda items.
2. A member of the public will have six (6) minutes to discuss subsequent agenda items.
3. City Council may discuss and respond to current and past agendas on subsequent and non-subsequent agenda items by citizens to be heard.

III. Presentations

1. Kayte Brought will make a presentation to City Council.

IV. Ordinances **"In conjunction with the first reading of an ordinance, a motion should be made to either "reject the proposed ordinance" or "to forward the proposed ordinance to a subsequent City Council meeting for final adoption at its second reading".* *

1. City Council will consider and act upon Ordinance No. 2012-674, an ordinance approving and adopting a budget for operating the Municipal Government of the City of Windcrest for the Fiscal Year beginning October 1, 2012 and ending September 30, 2013; appropriating money for the various funds and purposes of such budget including appropriations of money to pay interest and principal sinking fund requirements on all indebtedness; providing a savings and severability clause; repealing all ordinances and appropriations in conflict with the provisions of this ordinance; and establishing an effective date. **Second Reading** (Mayor Alan Baxter, Rafael Castillo, Jr., City Manager and Sarah Mangham, Municipal Finance Officer requested) (Att. 1)
2. City Council will consider and act upon Ordinance No. 2012-675, an ordinance adopting the Tax Rate and Levying a Tax upon all property subject to taxation within the City of Windcrest, Texas, for the 2012 Tax Year for the use and support of the Municipal Government of the City of Windcrest for the Fiscal Year beginning October 1, 2012 and ending on September 30, 2013; apportioning said levy among the various funds and items for which revenue must be raised including providing a sinking fund for the retirement of the bonded debt of the City; and establishing an effective date. **Second Reading** (Mayor Alan Baxter,

Rafael Castillo, Jr., City Manager and Sarah Mangham, Municipal Finance Officer requested) (Att. 2)

3. City Council will consider and act upon Ordinance No. 2012-676, an ordinance setting fees for various city services and consolidating those fees for convenience; amending various city ordinances; and containing a severability clause and an effective date. **Second Reading** *(Mayor Alan Baxter, Rafael Castillo, Jr., City Manager and Sarah Mangham, Municipal Finance Officer requested) (Att. 3)*
4. City Council will review, discuss and may take action Ordinance No. 2012-677, an ordinance adopting an Organizational/Functional Chart. **Second Reading** *(Mayor Alan Baxter, Rafael Castillo, Jr., City Manager and Sarah Mangham, Municipal Finance Officer requested) (Att. 4)*

V. Resolutions

1. City Council will review, discuss and may take action on Resolution No. 2012-396 (R), a resolution ratifying the recently adopted budget. (Att. 5)

VI. 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.

VII. Adjournment

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 hours prior to the meeting on September 18, 2012.

By:  , Asst. City Secretary

In compliance with the Americans With Disabilities Act, the City of Windcrest Council Chambers are wheelchair accessible, and accessible parking spaces are available. The City of Windcrest will provide for reasonable accommodations for persons attending City Council meetings. To better serve you, requests should be received 48 hours prior to the meetings. Please contact Kelly Rodriguez, Assistant City Secretary, at 210-655-0022 ext. 2150 or Fax 210-655-8776.

I certify that the attached notice and agenda of items to be considered by the City Council was removed by me from the City Hall bulletin board on the ____ September, 2012.

____ Title: _____



WINDCREST TEXAS

City Council Agenda Item Report

September 17, 2012

September 18, 2012

Contact – Sarah Mangham

smangham@windcrest-tx.gov

Ordinance #: 2012-674

SUBJECT: DELIBERATION AND POSSIBLE ACTION ON AN ORDINANCE APPROVING AND ADOPTING A BUDGET FOR OPERATING THE MUNICIPAL GOVERNMENT OF THE CITY OF WINDCREST FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2012 AND ENDING ON SEPTEMBER 30, 2013; APPROPRIATING MONEY FOR THE VARIOUS FUNDS AND PURPOSES OF SUCH BUDGET INCLUDING APPROPRIATIONS OF MONEY TO PAY INTEREST AND PRINCIPAL SINKING FUND REQUIREMENTS ON ALL INDEBTEDNESS; PROVIDING A SAVINGS AND SEVERABILITY CLAUSE; REPEALING ALL ORDINANCES AND APPROPRIATIONS IN CONFLICT WITH THE PROVISIONS OF THIS ORDINANCE; AND ESTABLISHING AN EFFECTIVE DATE.

1. **BACKGROUND/HISTORY**

Every year the Council completes a budget for the next fiscal year to plan and budget for the following year's expenditures. There have been multiple meetings to create a balanced budget that provides additional benefits for the staff while reducing the Property Tax Rate by 2%.

2. **FINDINGS/CURRENT ACTIVITY**

Please see next page for a summary of the budget

3. **FINANCIAL IMPACT -**

Fiscal Year 2012/13 Budget is a balanced budget.

4. **ACTION OPTIONS/RECOMMENDATION**

Staff recommends to take action on the Ordinance to adopt the Fiscal Year 2012/13 Budget.

ORDINANCE NO. 2012-674

AN ORDINANCE APPROVING AND ADOPTING A BUDGET FOR OPERATING THE MUNICIPAL GOVERNMENT OF THE CITY OF WINDCREST FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2012 AND ENDING ON SEPTEMBER 30, 2013; APPROPRIATING MONEY FOR THE VARIOUS FUNDS AND PURPOSES OF SUCH BUDGET INCLUDING APPROPRIATIONS OF MONEY TO PAY INTEREST AND PRINCIPAL SINKING FUND REQUIREMENTS ON ALL INDEBTEDNESS; PROVIDING A SAVINGS AND SEVERABILITY CLAUSE; REPEALING ALL ORDINANCES AND APPROPRIATIONS IN CONFLICT WITH THE PROVISIONS OF THIS ORDINANCE; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, a budget for operating the municipal government of City of Windcrest for the fiscal year October 1, 2012, to September 30, 2013, has been prepared in accordance with Chapter 102 of the Texas Local Government Code for the City of Windcrest, Texas; and

WHEREAS, said budget has been submitted to the City Council in accordance with the Local Government Code; and

WHEREAS, public notice of a public hearing upon this budget has been duly and legally made as required by the Local Government Code; and

WHEREAS, said public hearing on the Proposed Budget has been held; and

WHEREAS, the City's Proposed Budget has been amended in accordance with the Local Government Code; and

WHEREAS, a public hearing has been had upon said amendments to the Proposed Budget and, after full and final consideration of proposed expenditures, revenues, financial condition, and comparative expenditures as presented, it is the consensus of opinion that the budget as considered and amended at said hearings should be approved and adopted.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WINDCREST:

SECTION 1.

That the City Council of the City of Windcrest ratifies, approves and adopts the budget as finally considered for the fiscal year of October 1, 2012, to September 30, 2013, a copy of which shall be filed with the office of the City Secretary and with the Bexar County Clerk and which shall also be posted on the City's Internet Website, and which is incorporated herein for all intents and purposes.

SECTION 2.

That the appropriations for the 2012-2013 fiscal year for the different administrative units and purposes of the City of Windcrest, Texas be fixed and determined for said fiscal year in accordance with the expenditures shown in said budget, and that the distribution and division of said appropriations be made in accordance with said budget including such amounts shown for providing for sinking funds for payment of the principal and interest and the retirement of the bonded debt of the City of Windcrest.

SECTION 3.

That should any part, portion, or section of this ordinance be declared invalid or inoperative or void for any reason by a court of competent jurisdiction, such decision, opinion or judgment shall in no way affect the remaining portions, parts, or sections or parts of section of this ordinance, which provisions shall be, remain and continue to be in full force and effect.

SECTION 4.

That all ordinances and appropriations for which provision has heretofore been made are hereby expressly repealed if in conflict with the provisions of this ordinance.

SECTION 5.

That this ordinance shall take effect and be in full force and effect from and after its passage and approval according to law.

PASSED, APPROVED AND ADOPTED this 18th day of September, 2012, at a regular meeting of the City Council of the City of Windcrest, Texas, which meeting was held in compliance with the Open Meetings Act, *Tex. Gov't Code* 551.001, et.seq., at which meeting a quorum was present and voting.

Alan Baxter, Mayor

ATTEST:

Kelly Rodriguez, Assistant City Secretary

City of Windcrest
Summary of Budget
Fiscal Year 2012-13

This proposed budget provides the following:

General Fund Revenues

- 2% Reduction Property Taxes
- 5% Increase in Sales Tax
- 42% Increase in Court Fines (.5 Warrant Officer added to budget)

General Fund Expenditures

- Proposing a Stipend for all employees
- Hazardous Duty Pay for Police
- Proposing addition funds to assist with employees health care costs
- 2.5 New Police Officers
- 0.5 Warrant Officer
- 1.0 Accountant
- 0.5 Post/Admin
- \$150K allocated for Capital Expenditures in the Parks Department
- 2 additional Public Work Employees to complete all landscaping tasks around the City.
- Re-organization within the Administrative staff
- Additional funds allocated for Light Up and other Special Events

Garbage Fund

- Allocated funding for alley repairs and additional Citywide sanitation events

Streets Capital Improvements

- \$1.1M allocated for Street Improvements

WCCPD

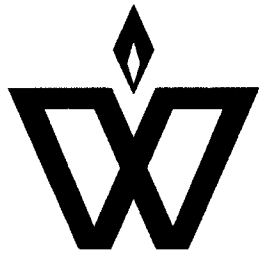
- 2 Police Vehicles

Investment in the Community

- Parks - \$150,000
- Streets - \$1,100,000
- Alley Repairs - \$75,000
- Sanitation Events - \$10,000

CITY OF WINDCREST, TEXAS
FUND SUMMARY
FISCAL YEAR 2012-13 BUDGET
SUMMARY OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

	Beginning Fund Balance	Proposed Revenues	Expenditures	Ending Fund Balance
General Fund	2,691,712.00	5,060,445.00	5,055,534.00	2,696,623
Garbage Fund	94,223.04	872,672.98	966,307.43	589
Debt Service Fund	19,014.42	476,585.20	476,584.00	19,016
Asset Seizure Fund (Federal)	346.84	-	-	347
Asset Seizure Fund (State)	5,568.74	-	5,500.00	69
County Fire Contribution Fund	10,137.43	21,077.76	21,216.00	9,999
School Crossing Guard Fund	43,403.86	5,383.53	32,000.00	16,787
Police Donations Fund	4,888.24	1,500.25	1,500.00	4,888
Police Education Training Fund	4,619.22	0.70	2,000.00	2,620
Roosevelt Scholarship Fund	4,092.21	0.38	3,500.00	593
Court Technology Fund	7,140.63	14,384.20	-	21,525
Court Building Security Fund	8,264.47	9,093.75	12,358.22	5,000
Hotel Occupancy Tax Fund	115,022.73	153,997.05	96,847.00	172,173
Friends to Animal Control Fund	-	4,000.25	4,000.00	0
EDC***	2,234,099.00	382,821.00	2,064,594.00	552,326
WCCPD	146,276.00	393,394.00	454,055.00	85,615
Street Fund (CIP)	917,933.26	382,588.25	1,220,000.00	80,522
Total:	6,306,742.09	7,777,944.30	10,415,995.65	3,668,690.74



WINDCREST TEXAS

City Council Agenda Item Report

September 17, 2012

September 18, 2012

Contact – Sarah Mangham

smangham@windcrest-tx.gov

Ordinance #: 2012-675

SUBJECT: DELIBERATION AND POSSIBLE ACTION ON AN ORDINANCE ADOPTING THE TAX RATE AND LEVYING A TAX UPON ALL PROPERTY SUBJECT TO TAXATION WITHIN THE CITY OF WINDCREST, TEXAS, FOR THE 2012 TAX YEAR FOR THE USE AND SUPPORT OF THE MUNICIPAL GOVERNMENT OF THE CITY OF WINDCREST FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2012 AND ENDING ON SEPTEMBER 30, 2013; APPORTIONING SAID LEVY AMONG THE VARIOUS FUNDS AND ITEMS FOR WHICH REVENUE MUST BE RAISED INCLUDING PROVIDING A SINKING FUND FOR THE RETIREMENT OF THE BONDED DEBT OF THE CITY; AND ESTABLISHING AN EFFECTIVE DATE.

1. BACKGROUND/HISTORY

Every year the Council completes a budget for the next fiscal year to plan and budget for the following year's expenditures. As part of that process the City Council must adopt an annual tax rate.

2. FINDINGS/CURRENT ACTIVITY

The tax rate being proposed and adopted for Fiscal Year 2012/13 is \$0.436495 per 100 dollars of taxable value. This is a 2% reduction as it relates to the calculated effective tax rate.

The O/M rate is \$0.355748, and the debt service rate is \$0.080747 for the total proposed tax rate of \$0.436495.

3. FINANCIAL IMPACT -

Fiscal Year 2012/13 Budget is a balanced budget.

4. ACTION OPTIONS/RECOMMENDATION

Staff recommends to take action on the Ordinance to adopt the Fiscal Year 2012/13 Tax Rate.

ORDINANCE NO. 2012-675

AN ORDINANCE ADOPTING THE TAX RATE AND LEVYING A TAX UPON ALL PROPERTY SUBJECT TO TAXATION WITHIN THE CITY OF WINDCREST, TEXAS, FOR THE 2012 TAX YEAR FOR THE USE AND SUPPORT OF THE MUNICIPAL GOVERNMENT OF THE CITY OF WINDCREST FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2012 AND ENDING ON SEPTEMBER 30, 2013; APPORTIONING SAID LEVY AMONG THE VARIOUS FUNDS AND ITEMS FOR WHICH REVENUE MUST BE RAISED INCLUDING PROVIDING A SINKING FUND FOR THE RETIREMENT OF THE BONDED DEBT OF THE CITY; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the Chief Appraiser of the Bexar County Tax Appraisal District has prepared and certified the appraisal roll of the City of Windcrest, Texas, said roll being that portion of the approved appraisal roll of the Bexar County Tax Appraisal District which lists property taxable by the City of Windcrest, Texas; and

WHEREAS, the Tax Assessor and Collector of Bexar County has performed the statutory calculations required by Section 26.04 of the Texas Tax Code, and has published the effective tax rate, the rollback tax rate, an explanation of how they were calculated, and has fulfilled all other requirements for publication as contained in Section 26.04(e) of the Texas Tax Code, in a manner designed to come to the attention of all residents of said City and has submitted said rates to the City Council of said City prior to the regular City Council meeting of September 18th 2012; and

WHEREAS, the City Council has complied with all applicable requirements of the Texas Tax Code prior to the setting of the tax rate for said City for 2011.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WINDCREST:

SECTION 1.

That the tax rate of the City of Windcrest, Texas for the tax year 2012 be, and is hereby, set at \$0.436495 on each one hundred dollars (\$100) of the taxable value of real and personal property not exempt from taxation by the constitution and laws of this state situated within the corporate limits of said City.

SECTION 2.

That there is hereby levied for the tax year 2012 upon all real and personal property not exempt from taxation by the constitution and laws of this state situated within the corporate limits of said City, and there shall be collected for the use and support of the municipal government of the City of Windcrest, Texas, to provide a sinking fund for the retirement of the bonded debt of said City and to provide for permanent improvements in said City, and said tax, so levied and collected, shall be apportioned to the specific purposes hereinafter set forth; to-wit:

- A. For the payment of current expenses and to be deposited in the general fund (for the purposes of maintenance and operations) 0.355748 cents on each one hundred dollars (\$100) of the taxable value of such property; and,
- B. To provide for sinking funds for the payment of the principal and interest and the retirement of the bonded debt, and the same shall become due as shall be necessary to pay the principal and interest of the current year as follows:

0.080747 cents per one hundred dollars (\$100) valuation.

SECTION 3.

That the Bexar County Tax Assessor and Collector is hereby authorized to assess and collect the taxes of said City employing the above tax rate.

SECTION 4.

That the Municipal finance Officer of said City shall keep accurate and complete records of all monies collected under this Ordinance and the purposes for which same are expended.

SECTION 5.

That monies collected pursuant to this Ordinance shall be expended as set forth in the City of Windcrest's FY 2012-2013 Annual Budget FY 2012-2013.

SECTION 6.

That all monies collected which are not specifically appropriated shall be deposited in the general fund.

SECTION 7.

That this ordinance shall take effect and be in full force and effect from and after its passage and approval according to law.

PASSED, APPROVED AND ADOPTED this 18th day of September, 2012, at a regular meeting of the City Council of the City of Windcrest, Texas, which meeting was held in compliance with the Open Meetings Act, *Tex. Gov't Code* 551.001, et.seq., at which meeting a quorum was present and voting.

Alan Baxter, Mayor

ATTEST:

Kelly Rodriguez, Assistant City Secretary



WINDCREST TEXAS

City Council Agenda Item Report

September 17, 2012

September 18, 2012

Contact – Sarah Mangham

smangham@windcrest-tx.gov

Ordinance #: 2012-676

SUBJECT: DELIBERATION AND POSSIBLE ACTION ON AN ORDINANCE SETTING FEES FOR VARIOUS CITY SERVICES AND CONSOLIDATING THOSE FEES FOR CONVENIENCE; AMENDING VARIOUS CITY ORDINANCES; AND CONTAINING A SEVERABILITY CLAUSE AND AN EFFECTIVE DATE.

1. BACKGROUND/HISTORY

EVERY YEAR THE COUNCIL COMPLETES A BUDGET FOR THE NEXT FISCAL YEAR TO PLAN AND BUDGET FOR THE FOLLOWING YEAR'S EXPENDITURES. AS PART OF THAT PROCESS THE CITY COUNCIL MUST ALSO ADOPT THE ANNUAL FEES.

2. FINDINGS/CURRENT ACTIVITY

The fee schedule was reviewed by Council on September 10th.

3. FINANCIAL IMPACT -

Fiscal Year 2012/13 Budget is a balanced budget.

4. ACTION OPTIONS/RECOMMENDATION

Staff recommends to take action on the Ordinance to adopt the Fiscal Year 2012/13 Fee Schedule.

ORDINANCE NO. 2012-676

AN ORDINANCE SETTING FEES FOR VARIOUS CITY SERVICES AND CONSOLIDATING THOSE FEES FOR CONVENIENCE; AMENDING VARIOUS CITY ORDINANCES; AND CONTAINING A SEVERABILITY CLAUSE AND AN EFFECTIVE DATE.

WHEREAS, the City of Windcrest has adopted numerous ordinances that provide for various fees and charges that are subject to change from time to time; and

WHEREAS, the City has determined that it would be convenient to consolidate those fees in one ordinance that can be reviewed and amended as needed from time to time; and

WHEREAS, the City has adopted a budget for the upcoming fiscal year that incorporates the fees and charges specified herein; and

WHEREAS, the City has determined that the fees and charges specified herein are reasonable, necessary, fair and designed to fund the various activities to which they pertain; and

WHEREAS, the City has conducted a public hearing at which the fees imposed herein were made known to the public and the governing body; and

WHEREAS, the City has determined that the fees set forth herein will promote the health, safety, and welfare of the citizens of Windcrest; and

WHEREAS, this ordinance was adopted at a meeting of the Windcrest City Council held in strict compliance with the Texas Open Meetings Act at which a quorum of the City Council was present and voting;

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

SECTION 1. Rates Imposed.

The City hereby adopts the Fee Schedule attached as Exhibit "A" hereto and imposes the fees set forth therein upon the services, activities, events, materials, and supplies that are described therein. These rates shall be collected by the City in accordance with the various City ordinances that more particularly describe each of the fees.

SECTION 2. Ordinances Amended.

Each City ordinance that originally provided a fee, charge, or fine that is mentioned on Exhibit "A" is hereby amended as shown on Exhibit "A."

SECTION 3. Severability.

Should any portion or part of this ordinance be held for any reason invalid or unenforceable by a court of competent jurisdiction, the same shall not be construed to affect any other valid portion hereof, but all valid portions hereof shall remain in full force and effect.

SECTION 4. Effective Date.

This Ordinance shall be effective upon its passage.

PASSED AND APPROVED THE 18th day of September, 2012.

CITY OF WINDCREST, TEXAS

By: _____
Alan Baxter, Mayor

ATTEST:

Kelly Rodriguez, Assistant City Secretary

Fee Schedule

Fiscal Year 2012-13

Building and Building Code

Residential Remodels

Foundation	\$5.00
Driveways	\$5.00
Sidewalks	\$5.00
Re-roofs	\$5.00
Fences	\$5.00
Assessory Buildings	\$5.00
Other remodel not listed below	\$5.00

Building Permit Fees

\$500 or less of total value of construction	\$24
\$501 to \$2,000 of total value of construction	\$23.50 + \$3.05 for each hundred or fraction thereof over \$500.00
\$2,001 to \$25,000 of total value of construction	\$69.25 + \$14.00 for each thousand or fraction thereof over \$2,000.00
\$25,001 to \$50,000 of total value of construction	\$391.75 + \$10.10 for each thousand or fraction thereof over \$25,000.00
\$50,001 to \$100,000 of total value of construction	\$643.75 + \$7.00 for each thousand or fraction thereof over \$50,000.00
\$100,001 to \$500,000 of total value of construction	\$993.75 + \$5.60 for each thousand or fraction thereof over \$100,000.00
\$500,001 to \$1,000,000 of total value of construction	\$3,233.75 + \$4.75 for each thousand or fraction thereof over \$500,000.00
\$1,000,000 and higher of total value of construction	\$5,608.75 + \$3.65 for each thousand or fraction thereof over \$1,000,000.00
Re-Roof	\$50
Curb cuts	\$50
Certificate of Occupancy (Non-Refundable)	\$100
Variance Request	\$150
Moving Permit	\$100

Demolition Permit \$50.00 for the first 1,000 square fee + \$0.50 per square foot over 1,000 square feet
Fee shall be equal to 1/2 of the building permit fee. Such plan checking fee is in addition to the permit fee.

Plan Checking Fee Where work for which a permit is required started or proceeds prior to obtaining said permit, the fees herein specified shall be doubled, but the payment of such double fee shall not relieve any person from fully complying with the requirements of the code in the execution of the work nor from any other penalties prescribed herein. A fee of \$100.00 shall be assessed for any proceeding with any work without having an

Non-Compliance Fee approved inspection at the required stage of construction.
Re-Inspection Fee (for failed inspections) \$75.00 per failed inspection
Failure to correct Code Violations \$100.00

Plumbing Permits

Plumbing Permits Base Fee	\$30.00 Plus
Water Softener	\$5.00
House Sewer	\$5.00
Water Heater	\$15.00
Gas Test	\$5.00 for one to four outlets + \$1.00 for each additional outlet.
Fuel tanks	\$25.00 for -0- to 1,000 gallons and \$35.00 for 1,001 and over gallons
Fixture or Trap Repair	\$5.00
New fixtures	\$10.00 each fixture
Water line	\$5.00
Grease Trap	\$30
Shower Pan	\$30
Vacuum Breakers	\$5.00 for up to five, \$2.00 each additional breaker over five
Irrigation/Sprinklers/Fire Sy unit.	\$1.00 per head \$5.00 for one to four outlets, inclusive, and \$1.00 for each additional
Water Piping	\$5.00
Fire Sprinkler System	\$1.50 per head

HVAC / Mechanical Permit Fee \$30.00 + \$10.00 for the first \$1,000 or fraction thereof, of valuation of the installation plus \$10.00 for each additional \$1,000 or fraction thereof.

Electrical Permit Fee - Base Fee

Swimming Pool	\$30.00 +
Temporary Meter Loop	\$45
First 20 fixtures	\$30
Signs	\$25.00 + \$.06 for each additional (includes receptacle, switch and outlets)
	\$30

Alarm Permits

3 or less False Alarms within perceeding 12 Months	\$0
4 or 5 False Alarms within perceeding 12 Months	\$50
6 or 7 False Alarms within perceeding 12 Months	\$75
8 or more False Alarms within perceeding 12 Months	\$100

City of Windcrest
Fee Schedule
Fiscal Year 2012-13

Attachment A

Garage Sale

Garage Sale Permit	\$10
Estate Sale Permit	\$25

Animal Control

Pet Tag -- Sterilized and Microchipped	Free
Pet Tag -- Sterilized	\$5
Pet Tag -- Not Sterilized	\$10
Duplicate Pet Tag	\$2
1st Time Dog is reclaimed	\$0 Warning and free ride home, 1 dog per address
2nd Time Dog is reclaimed	\$35
3rd Time Dog is reclaimed	\$75
4th Time Dog is reclaimed & subsequent times	\$200
The owner will also pay all boarding fees	
Dog(s) captured not having registered with the City an additional No proof of vaccination cost will be paid by owner	\$10

Other Fees & Citations:

Inadequate care and shelter	Citation
Improper animal transport	Citation
Animal cruelty	Citation
Dog off lease	Citation

Deposits

Rabies Vaccination:	\$50
Sterilization:	
Male Cat	\$75
Female Cat	\$90
Male Dog	\$75
Female Dog	\$90

Notary Fees

Protesting a bill or not for non-acceptance or non-payment, register & seal	\$4.00
Each notice of protest	\$1.00
Protesting in all other cases	\$4.00
Certificate and seal to a protest	\$4.00
Taking the acknowledgment or proof of any deed or other instrument in writing, for registration, including certificate and seal:	
(1) for the first signature	\$6.00
(2) for each additional signature	\$1.00
Administering an oath or affirmation with certificate and seal	\$6.00
All certificates under seal not otherwise provided for	\$6.00
Copies of all records, and papers in the Notary Public's Office, for each page	\$0.50
Taking the depositions of witnesses, for each 100 words	\$0.50
Swearing a witness to a deposition, certificate, seal, and other business connected with taking the deposition	\$6.00
All notarial acts not provide for	\$6.00

Charges for Public Information Request

Standard Paper Copy	\$0.10
Nonstandard Copy	
Diskette	\$1.00
Magnetic Tape	actual cost
Data Cartridge	actual cost
Tape Cartridge	actual cost
Rewritable CD	\$1.00
Non-Rewritable CD	\$1.00
Digital Video Disc	\$1.00
JAZ Drive	actual cost
Other Electronic Media	actual cost
VHS Video Cassette	\$2.50
Audio Cassette	\$1.00
Oversize Paper Copy (e.g. 11x17, greenbar, ect...)	\$0.50

City of Windcrest
Fee Schedule
Fiscal Year 2012-13

Attachment A

Swimming Pool Fees

Daily Fee \$3.00

Resident:

Single \$60.00
 Couple \$90.00
 Family \$120.00
 Swim Lessons 2week 1hour daily session \$40.00

Non-Resident:

Single \$125.00
 Couple \$145.00
 Family \$170.00
 Swim Lessons 2week 1hour daily session \$50.00

Swim Team

1 Participant in Family \$86.00
 Each additional member of the Family \$76.00

Pool Parties

3 hours
 10-25 guests \$100.00
 Additional hours -(per Hour) \$30.00
 26-50 guests \$125.00
 Additional hours -(per Hour) \$30.00
 51-75 guests \$197.50
 Additional hours -(per Hour) \$37.50
 76-100 guests \$245.00
 Additional hours -(per Hour) \$45.00

Camps, daycares, other type organizations

Per Person \$2.00

Civic Center Fees

Windcrest Resident:

Deposit \$100 –Refundable after event
 Rental \$50 per hour minimum 4 hour rental
 Cleaning \$100.00
 Sound System Deposit \$100-Refundable after event
 *Security \$25 per hour
 Optional Set Up Fee by Civic Center Tech \$25 per hour (this can be deducted from deposit)

Non-Resident:

Deposit \$200-Refundable after event
 Rental \$80 per hour minimum 4 hour rental
 Cleaning \$100.00
 Sound System Deposit \$100-Refundable after event
 *Security \$25 per hour
 Optional Set Up Fee by Civic Center Tech \$25 per hour (this can be deducted from deposit)

Schools and Churches receive the Windcrest Resident Rate

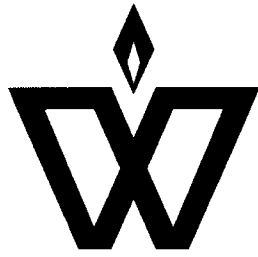
Civic Clubs

Usage Fee \$25 per meeting
 Usage Fee \$50 for banquet/fundraiser event
 No Cleaning Fee No Cleaning Fee
 *Security \$25 per hour

*Security Fee is only paid when an event will be serving alcohol.

Vehicle Storage Fees

Small (size 8'x15') \$120
 Medium (size 10'x20') \$180
 Large (size 12'x33') \$240
 Large (size 12'x33') with Electricity \$300
 X-Large (size 12'x40') \$312
 X-Large (size 12'x40') with Electricity \$372
 Deposit \$50



WINDCREST TEXAS

City Council Agenda Item Report

September 17, 2012

September 18, 2012

Contact – Sarah Mangham

smangham@windcrest-tx.gov

Ordinance #: 2012-677

**SUBJECT: DELIBERATION AND POSSIBLE ACTION ON AN
ORDINANCE ADOPTING THE FISCAL YEAR 2012/13 ORG/
FUNCTIONAL CHART FOR THE CITY OF WINDCREST.**

1. BACKGROUND/HISTORY

Every year the Council completes a budget for the next fiscal year to plan and budget for the following year's expenditures. As part of that process the City Council also adopts an annual organizational / functional chart.

2. FINDINGS/CURRENT ACTIVITY

The current chart has been discussed and revised by the City Council during the Fiscal Year 2012/13 Budget Meetings.

3. FINANCIAL IMPACT -

N/A

4. ACTION OPTIONS/RECOMMENDATION

Staff recommends to take action on the Ordinance to adopt the Fiscal Year 2012/13 Org/Functional Chart.

ORDINANCE NO. 677

**AN ORDINANCE ADOPTING AN ORGANIZATIONAL
CHART AND DEPARTMENTAL CLASSIFICATIONS**

WHEREAS, the City Charter requires the City Council to establish the city's organizational chart and departmental classifications in Section 3.03 (3) and Section 5.01.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF
THE CITY OF WINDCREST THAT** the attached organizational chart with departmental classifications is hereby approved and adopted as required by the City Charter and that the previous organizational charts are repealed.

This ordinance shall take effect upon its final passage, and it is so ordained.

PASSED and ADOPTED this the ____ day of _____, 2012.

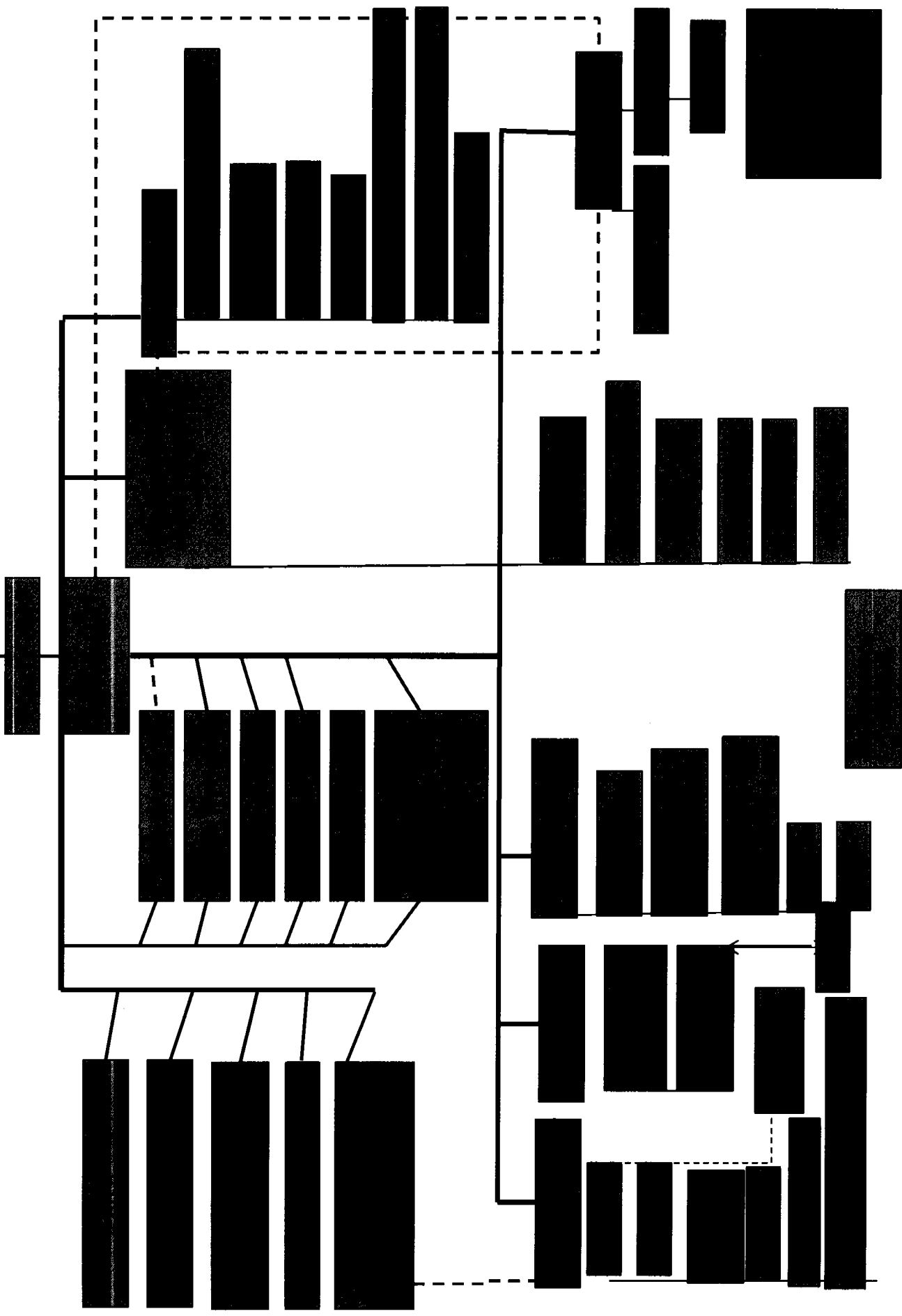
Alan Baxter, Mayor

ATTEST:

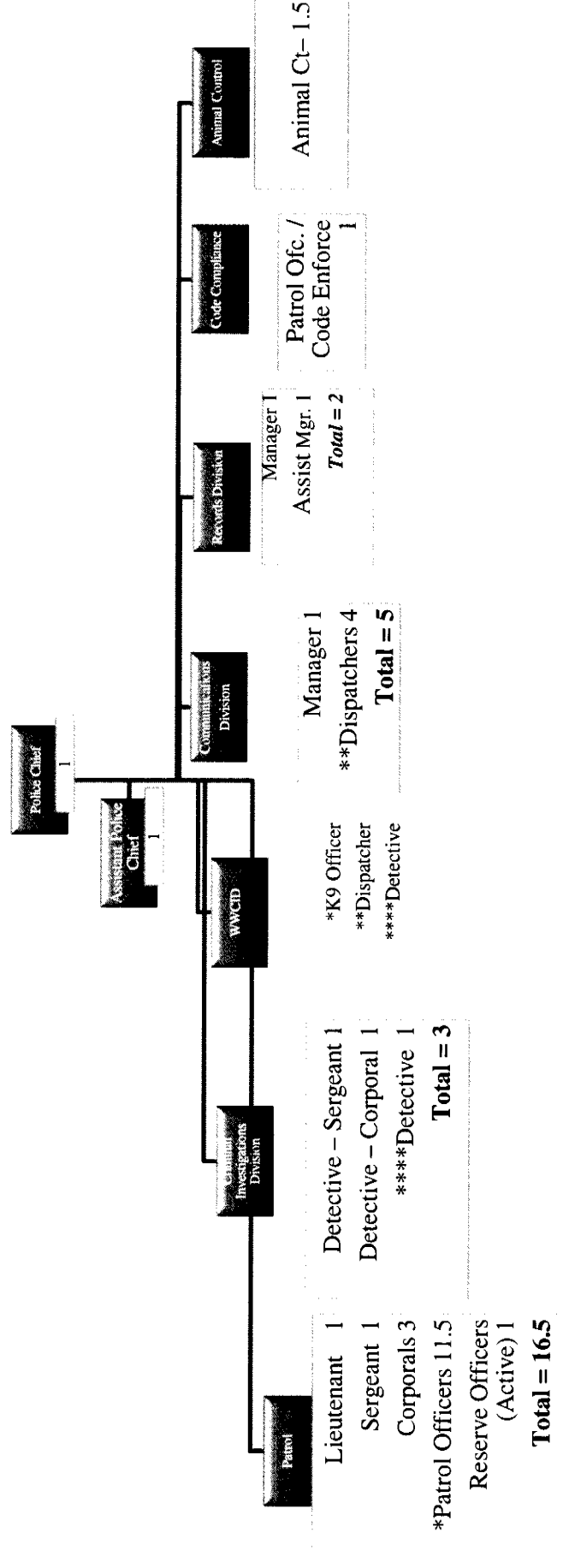
Kelly Rodriguez, Assistant City Secretary

APPROVED AS TO FORM:

Michael S. Brennan, City Attorney

[illegible]

Police and WCCPD



Fire

Chief

1

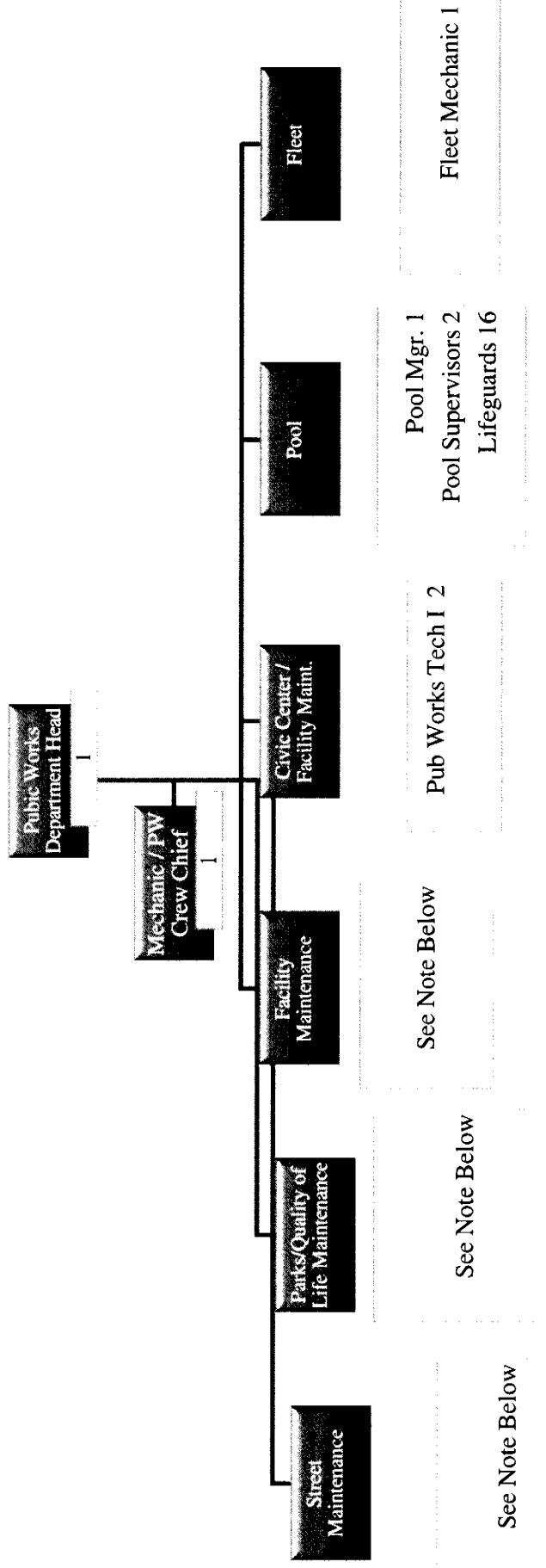
Admin Asst.

1

Station Maintenance Tech
(Part-time)

0.5

Public Works



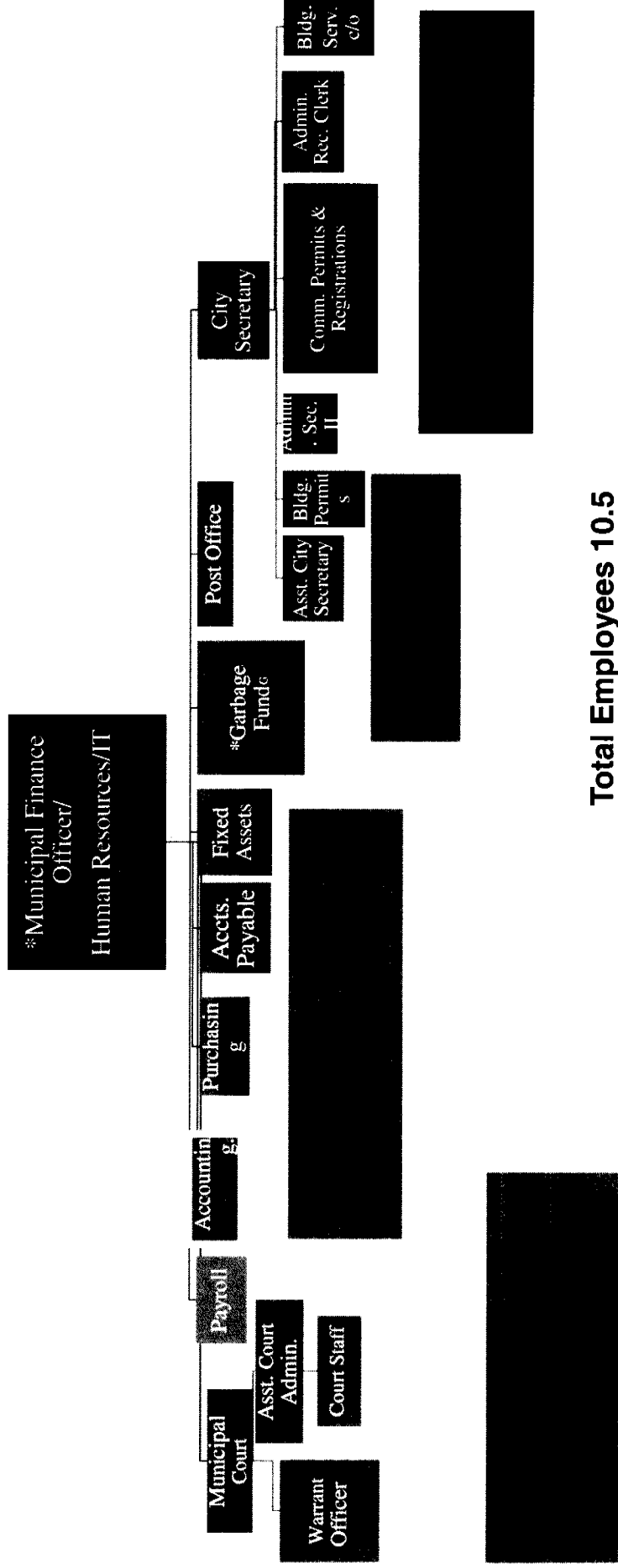
Public Works Tech I - 5.00
 Public Works Tech II - .50
 Public Works Tech III - 1.00
 Public Works Tech IV - 1.00

Fleet Mechanic - 1.00
 Civic Center Tech. I - 2.00

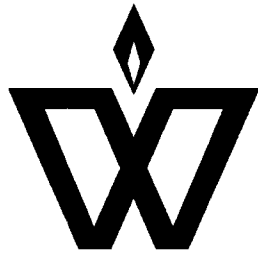
Total Employees = 12.5

Finance/Court/City Secretary

Supervision of Finance Functions only



Total Employees 10.5



WINDCREST TEXAS

City Council Agenda Item Report

September 17, 2012

September 18, 2012

Contact – Sarah Mangham

smangham@windcrest-tx.gov

Resolution #: 2012-396 (R)

**SUBJECT: DELIBERATION AND POSSIBLE ACTION ON A RESOLUTION
RATIFYING THE RECENTLY ADOPTED BUDGET.**

1. BACKGROUND/HISTORY

Every year the Council completes a budget for the next fiscal year to plan and budget for the following year's expenditures. There have been multiple meetings to create a balance budget that provides additional benefits for the staff while reducing the Property Tax Rate by 2%.

The Local Government Code requires each City to ratify their adopted budget by a resolution.

2. FINDINGS/CURRENT ACTIVITY

Annual requirement as required by the Local Government Code.

3. FINANCIAL IMPACT -

Fiscal Year 2012/13 Budget is a balanced budget.

4. ACTION OPTIONS/RECOMMENDATION

Staff recommends to take action on the Resolution to ratify the recently adopted Fiscal Year 2012/13 Budget.

RESOLUTION NUMBER 2012-396 (R)

A RESOLUTION RATIFYING THE RECENTLY ADOPTED BUDGET.

WHEREAS, the City of Windcrest adopted its Budget for fiscal year 2012-2013;
and

WHEREAS, Local Government Code Section 102.007 (c) requires the City to
ratify the Budget by a separate vote;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of
Windcrest, Texas, that:

1. The recently adopted Budget for fiscal year 2012-2013 containing a
property tax increase that raises more revenue from property taxes than was raised from
property taxes in the previous year is hereby ratified.

DULY PASSED AND APPROVED, on the 18th day of September, 2012 at a
regular meeting of the City Council of the City of Windcrest, Texas, which meeting was
held in compliance with the Open Meetings Act, Tex. Gov't. Code, §551.001, et. seq. at
which meeting a quorum was present and voting.

CITY OF WINDCREST, TEXAS

Alan Baxter, Mayor

ATTEST:

Kelly Rodriguez, Assistant City Secretary