



**CITY COUNCIL MEETING @ 6PM W/ DEPARTMENT HEAD REPORTS @ 5:00 PM CITY
COUNCIL MEETING @ 6PM W/ DEPARTMENT HEAD REPORT @ 5PM
MONDAY, SEPTEMBER 16, 2024 – 5:00 PM
8601 MIDCROWN
WINDCREST, TEXAS 78239
CITY COUNCIL CHAMBERS**

AGENDA

NOTICE OF MEETING

NOTICE IS HEREBY GIVEN THAT THE CITY OF WINDCREST CITY COUNCIL WILL HOLD A REGULAR CITY COUNCIL MEETING AND PUBLIC HEARING AT WINDCREST CITY HALL LOCATED AT 8601 MIDCROWN, WINDCREST, TEXAS ON THE 16th DAY OF SEPTEMBER 2024, STARTING AT 6 P.M. 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 SEPTEMBER 16th, 2024, AND TO RECONVENE THE MEETING ON THE FOLLOWING BUSINESS DAY, SEPTEMBER 17th, 2024 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. DEPARTMENT HEAD REPORTS

- IV.a Briefing and discussion on the monthly Fire Department reports for the month of August, to include Summary of Calls along with response times for the City, County, and Annex area. [Ivan Hernandez, Fire Chief]
[Windcrest Fire Department Report for Sept. 2024](#)
- IV.b Briefing and discussion on the monthly Windcrest Volunteer Fire Alliance financial report for the month of August. [WVFA Representative]
[WVFA Exec Summary Sep 2024](#)
- IV.c Briefing and discussion on the monthly Police Department reports including Code Enforcement and Animal Control reports for the month of August. [Jimmie Cole, Chief of Police]
[WPD SEP 2024 Council Packet](#)
- IV.d Briefing and discussion on the monthly Municipal Court report for the month of August. [Claudia Carrera, Municipal Assistant Court Administrator]
[FY2023 FY2024 Municipal Court Monthly Report](#)
- IV.e Briefing and discussion on the monthly Public Works reports for the month of August. [Dusty DeHoyos, Public Works Director]
[PW August 2024](#)
- IV.f Briefing and discussion on the monthly City of Windcrest Economic Development Corporation report for the month of August. [Mario Hernandez, Director of Windcrest Economic Development Corporation]
[WEDC Report to City Council - September 2024](#)
- IV.g Briefing and discussion on the monthly Office of the City Secretary reports for the month of August. [Rachel C. Dominguez, City Secretary]
[OCS Report to City Council - September 2024](#)
- IV.h Briefing and discussion on Civic Center, past and upcoming special events. [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*

VI. PROCLAMATION

- VI.a Proclamation declaring August 26 -30,2024, SMART week for the City of Windcrest.
[SMART Proclamation Sept 26-30, 2024](#)

VII. FINANCIAL REPORT

VII.a Presentation, discussion, and acceptance of the unaudited monthly financial report for the month ending August 30, 2024. [Rafael Castillo, Jr., City Manager]
[August 2024 Unaudited Finance Report](#)

VIII. CONSENT AGENDA

VIII.a City Council will review, discuss and may act on Resolution 2024-548(R), a resolution approving a contract with Greater Randolph Area Service Program for fiscal year 2024/2025. [Rafael Castillo, Jr., City Manager]
[2024-548\(R\) GRASP MOU Agreement Contract](#)

VIII.b City Council will review, discuss and may act on Resolution 2024-549(R), a resolution approving the transfer of \$175,000 from Garbage fund to General fund to offset sales tax revenue loss for fiscal year 2023/2024. [Rafael Castillo, Jr., City Manager]

[2024-549\(R\) Approving Transfer of Funds from Garbage to Gen Fund](#)

VIII.c City Council will review, discuss, and may act on Resolution 2024-550(R), a resolution on the renewal of the designation for medical control and medical director services for the City of Windcrest. [Rafael Castillo, Jr., City Manager]

[2024-550\(R\) Agreement for Medical Director Services btw CoW and UTHSC](#)

IX. PUBLIC HEARING

Opening of Public Hearing

a). The Windcrest City Council will hold a public hearing to receive comments on the proposed budget for Fiscal Year 2024/2025 budget.

Closing of Public Hearing

Opening of Public Hearing

b) The Windcrest City Council will hold a public hearing to receive comments on the proposed 2024 tax year tax rate of \$0.393917 per \$100 valuation for Fiscal Year 2024/2025 budget.

Closing of Public Hearing

X. ORDINANCE

- X.a City Council will review, discuss, and may act on Ordinance 2024-016(O), an ordinance approving and adopting a budget for operating the municipal government of the City of Windcrest for the Fiscal Year beginning October 1, 2024 and ending on September 30, 2025. [Rafael Castillo, Jr., City Manager]
[2024-016\(O\) - Ord Adoption of the 24-25 Budget](#)
[Final Budget Numbers FY24-25 9.16.2024](#)
- X.b City Council will review, discuss, and may act on Ordinance 2024-017(O), an ordinance adopting a tax rate and levying a tax upon all property subject to taxation within the City of Windcrest, Texas for the 2023 Tax Year for the use and support of the municipal government of the City of Windcrest for the Fiscal Year beginning October 1, 2024 and ending September 30, 2025. [Rafael Castillo, Jr., City Manager]
[2024-017\(O\) -Tax Rate Ordinance](#)

XI. RESOLUTION

- XI.a City Council will review, discuss, and may act on Resolution 2024-551(R), a resolution ratifying the recently adopted Fiscal Year 2024/2025 Budget. [Rafael Castillo, Jr., City Manager]
[2024-551\(R\) Ratifying of budget FY 24-25](#)
- XI.b City Council will review, discuss, and may act on Resolution 2024-552, a resolution appointing member to the Windcrest Economic Development Corporation for term ending September 30, 2026. [Rafael Castillo, Jr., City Manager]
[2024-552\(R\) WEDC Appointments Term Ending 09.30.2026](#)
[Memo to CC - Board Vacancies 09.12.2024](#)
- XI.c City Council will review, discuss, and may act on Resolution 2024-553, a resolution appointing various members to City of Windcrest Planning and Zoning Commission, and Ethics Commissions. [Rafael Castillo, Jr., City Manager]
[2024-553\(R\) Board and Commission Appointments](#)
- XI.d City Council will review, discuss and may act on Resolution 2024-554(R), a resolution approving a services contract with TeamWest5, LLC for cleaning Services at Windcrest City Hall. [Rafael Castillo, Jr., City Manager]
[2024-554\(R\) Reso - TeamWest5 Janitorial Services - City Hall](#)
- XI.e City Council will review, discuss and may act on Resolution 2024-555(R), a resolution ratifying the expenditure of funds for demolition expenses. [Rafael Castillo, Jr., City Manager]
[2024-555\(R\) Resolution 509 Waxwing Ratifying Contract Expenses](#)

XII. DISCUSSION AND ACTION

- XII.a City Council will review, discuss, and may act on the scope of services for the request for qualifications for a City Comprehensive Master Plan. [Dan Reese, Mayor]
- XII.b City Council will review, discuss, and may act on a TIA Roughness Proportionality valuation submitted by Palladium USA for the addition of a dedicated eastbound left turning lane off Crestway Drive. [Rafael Castillo, Jr., City Manager]

XII.c City Council will review, discuss, and may act on a request from Compass Rose Journey Campus located at 100 Crestwind Dr. for consideration of a holding a public hearing regarding the proposed bond issuance by the Public Finance Authority in the amount of \$26,000,000.00 for tax-exempt finance by Compass Rose. [Rafael Castillo, Jr., City Manager]

XII.d City Council will review, discuss, and may act on proposed amendment to the City of Windcrest Code of Ordinances, Chapter 109 Signs, Section 109-9. [Rafael Castillo, Jr., City Manager]
[2016-742\(O\) Chap 109 Signs amendment](#)

XII.e City Council will receive an explanation from the City Attorney regarding the procedures and process for ethics complaints under the current ordinance. [Dan Reese, Mayor]

XIII.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:*

i. *Pursuant to Code §551.072 (real property) and §551.073 (dedications) review, discuss, and may act on a TIA Roughness Proportionality valuation submitted by Palladium USA for the addition of a dedicated eastbound left turning lane off Crestway Drive.*

ii. *Pursuant to Code §551.071 (consultation with attorney) discuss legal issues associated with a request from Compass Rose Journey Campus located at 100 Crestwind Dr. for consideration of approval of a holding a public hearing regarding the proposed bond issuance by the Public Finance Authority in the amount of \$26,000,000.00 for tax-exempt financing by Compass Rose.*

iii. *Pursuant to Code §551.074 (personnel matters) for deliberation and discussion on the the duties and responsibilities of the City Manager in relation to each department head.*

iv. *Pursuant to Govt. Code §551.071(consultation with attorney) for deliberation regarding pending litigation regarding Cause No. 2024-CI-19418 Chad Mowell vs. City of Windcrest & City of Windcrest Board of Adjustments.*

v. *Pursuant to Govt. Code §551.071 (consultation with attorney) for deliberation and a litigation updated regarding 446 Spaceway, 509 Waxwing, and 222 Driftwind.*

vi. *Pursuant to Govt. Code §551.074 (personnel matters) and §551.071 (consultation with attorney) for deliberation and discussion on the duties and responsibilities of the City Attorney regarding administrative complaints, charter complaints, and ethics complaints.*

XIV.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.

XV. GENERAL ANNOUNCEMENTS AND 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.

XVI.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.