

**AGENDA
CITY OF WINDCREST, TEXAS**

September 10, 2012

**5:00 P.M.
PUBLIC HEARING**

**6:00 P.M.
SPECIAL CITY COUNCIL MEETING**

NOTICE IS HEREBY GIVEN THAT A PUBLIC HEARING / SPECIAL WINDCREST CITY COUNCIL MEETING WILL BE HELD AT WINDCREST CITY HALL, 8601 MIDCROWN, WINDCREST, TEXAS ON THE 10TH DAY OF SEPTEMBER, 2012 STARTING AT 5:00 P.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 10, 2012 AND TO RECONVENE THE MEETING ON THE FOLLOWING DAY, SEPTEMBER 11, 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

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. Public Hearing

1. City Council will conduct a Public Hearing on Fiscal Year 2012-2013 Proposed Budget for the City of Windcrest. Mayor Alan Baxter, City Manager Rafael Castillo, Jr. and Municipal Finance Officer Sarah Mangham will present the Fiscal Year 2012-2013 Proposed Budget to Council and to the public, and the Council will then receive citizen input and comments regarding the proposed budget.
2. City Council will conduct a public hearing for the purpose of receiving citizen's comments regarding the 2012-2013 proposed tax rate as published in the Herald on 08/30/2012 at \$0.441806/\$100. However, the proposed budget is based on a 2% tax reduction which is \$0.432970/\$100. This is below the effective rate of \$0.43511/\$100 and below the rollback rate of \$0.477641/\$100.

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 review, discuss and may take action on Ordinance No. 2012-672, a resolution amending Chapter 20, Traffic and Parking, of the Code of Ordinances of the City of Windcrest, Texas, by adopting a new Section 20.605 authorizing a 25 MPH speed limit on portions of Eaglecrest, Crestway, and Windsor Hill. **First Reading** (Mayor Alan Baxter, Rafael Castillo, Jr., City Manager and Chief Al Ballew Request) (Att. 1)

2. City Council will review, discuss and may take action on Ordinance No. 2012-673, amending Chapter 20, Traffic and Parking, of the Code of Ordinances of the City of Windcrest, Texas, by eliminating 30 MPH speed limit on Eaglecrest, Crestway and Windsor Hill. **First Reading** (Mayor Alan Baxter, Rafael Castillo, Jr., City Manager and Chief Al Ballew requested) (Att. 2)

V. Resolutions

1. City Council will discuss and may take action on Resolution No. 2012-394 (R), a resolution addressing employee health care benefits, including the continuation of health insurance with Humana, Dental Insurance with United Health Insurance, Vision Insurance with Dental Select and Life Insurance with Symetra, and creating a health reimbursement account. (Mayor Alan Baxter, Rafael Castillo, Jr. City Manager and Sarah Mangham, Municipal Finance Officer requested) (Att. 3)
2. City Council will discuss and may take action on Resolution No. 2012-395 (R), a resolution engaging Gary W. Davis, R.S. as the Health Inspector of the City of Windcrest and authorizing the City Manager to sign a professional services agreement with said Health Inspector. (Rafael Castillo, Jr. City Manager / Kelly Rodriguez, Asst. City Secretary requested) (Att. 4)

VI. Discuss and Act

1. City Council will review, discuss and may take action on Fiscal Year 2012-2013 Proposed Budget for the City of Windcrest based on citizen input and comments regarding the proposed budget.
2. City Council will review, discuss and may take action on the proposed 2012-2013 Fee Schedule. (Att. 5)
3. City Council will review, discuss and may take action on a traffic study concerning Eaglecrest, Crestway and Windsor Hill performed by Raba Kistner (Att. 6)
4. City Council will review, discuss and may take action regarding the appointment/reappointment of Planning and Zoning Commission members. (Mayor Baxter requested)
5. City Council will review, discuss and may take action on scheduling council meetings once a month. (Jim Shelton, Council Member requested)

VII. Closed Session

1. City Council will convene into a closed meeting as authorized by Section 551.071 (1a) of the Texas Government Code, Consultation with Attorney about pending or contemplated litigation (Moncado's).

VIII. General Announcement and Future Agenda Items

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.

IX. Adjournment

Agenda Notice

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 10, 2012.

By: , Assistant 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, Asst. 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: _____

ORDINANCE NO. 2012-672

**AMENDING CHAPTER 20, TRAFFIC AND PARKING, OF THE
CODE OF ORDINANCES OF THE CITY OF WINDCREST,
TEXAS, BY ADOPTING A NEW SECTION 20.605
AUTHORIZING A 25 MPH SPEED LIMIT ON PORTIONS OF
EAGLECREST, CRESTWAY AND WINDSOR HILL**

WHEREAS, the City Council finds that the public health, safety and welfare would be enhanced by authorizing a 25 MPH speed limit on certain streets in the city; and

WHEREAS, the City Council finds that certain portions of Eaglecrest, Crestway and Windsor Hill should have a 25 MPH speed limit.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WINDCREST, that Chapter 20, Traffic and Parking, Section 20.602 of the Code of Ordinances is amended by repealing the 30 MPH speed limit provided for “Windsor Hill, entire length from Roughrider Drive to Fourwinds Drive”, “Eaglecrest Boulevard from north city limits to south city limits”, “Crestway Drive from Midcrown Drive to Randolph Boulevard” and “Crestway Drive from Eaglecrest Boulevard to east city limits”.

NOW THEREFORE, BE IT FURTHER ORDAINED BY THE CITY COUNCIL OF THE CITY OF WINDCREST, that Chapter 20, Traffic and Parking, is amended by adoption of a new Section 20.605 of the Code of Ordinances as follows:

“Sec. 20.605 STREETS WITH 25 MPH SPEED LIMIT ZONES

The maximum prima facie safe, reasonable and prudent speed limit shall be twenty five (25) MPH on Windsor Hill, entire length from Roughrider Drive to Fourwinds Drive, Eaglecrest Boulevard from north city limits to south city limits, Crestway Drive from Midcrown Drive to Randolph Boulevard and Crestway Drive from Eaglecrest Boulevard to east city limits within the corporate limits of the City of Windcrest, Texas.”

This Ordinance shall take effect 5 days from the date of its publication.

PASSED AND APPROVED this ____ day of _____, 2012

MAYOR

ATTEST:

HEATHER WEIDENBACH, City Secretary

APPROVED AS TO FORM:

MICHAEL S. BRENAN, City Attorney

ORDINANCE NO. 2012-673

**AMENDING CHAPTER 20, TRAFFIC AND PARKING, OF THE
CODE OF ORDINANCES OF THE CITY OF WINDCREST,
TEXAS, BY ELIMINATING 30 MPH SPEED LIMIT ON
EAGLECREST, CRESTWAY AND WINDSOR HILL**

WHEREAS, the City Council finds that the public health, safety and welfare would be enhanced by reducing the speed limit on Eaglecrest, Crestway and Windsor Hill to 20 MPH.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WINDCREST, that Chapter 20, Traffic and Parking, Section 20.602 of the Code of Ordinances is amended by repealing the 30 MPH speed limit provided for “Windsor Hill, entire length from Roughrider Drive to Fourwinds Drive”, “Eaglecrest Boulevard from north city limits to south city limits”, “Crestway Drive from Midcrown Drive to Randolph Boulevard” and “Crestway Drive from Eaglecrest Boulevard to east city limits”.

This Ordinance shall take effect 5 days from the date of its publication.

PASSED AND APPROVED this ____ day of _____, 2012

MAYOR

ATTEST:

HEATHER WEIDENBACH, City Secretary

APPROVED AS TO FORM:

MICHAEL S. BRENNAN, City Attorney



City Council Agenda Item Report

September 10, 2012

Contact – Sarah Mangham
smangham@windcrest-tx.gov

Resolution #: 2012-394 (R)

SUBJECT: DELIBERATION AND POSSIBLE ACTION ON A RESOLUTION AUTHORIZING THE CONTINUATION OF HEALTH INSURANCE WITH HUMANA, UNITED HEALTH CARE FOR DENTAL, DENTAL SELECT FOR VISION AND SYMETRA FOR LIFE INSURANCE

1. BACKGROUND/HISTORY

During the Fiscal Year 2012/13 Budget preparation, the City Council researched and got rates for continuing our Health, Dental, Vision, and Life Insurance for the employees of the City of Windcrest. The Council also directed staff to research possible HRAs (Health Reimbursement Account) and other vehicles that could assist staff with some of the medical costs that might be incurred.

2. FINDINGS/CURRENT ACTIVITY

James Villareal our Insurance Agent of Record, recommend renewing our current Humana Contract and recommend, United Healthcare for Dental, Dental Select for Vision, and Symetra for Life Insurance.

It was also recommended by staff to provide a HRA for each employee, as well as converting the cost associated with the bridge plan to be rolled into the HRA.

3. FINANCIAL IMPACT -

\$130,200 Will be transferred from the General Fund to the HRA Fund. After this initial year, the cost will only be for what was used in the previous year to reimburse the fund back up to 100%.

There is a small savings (about 3,000) for the cost of Insurance this year as compared to last year (Health, Dental, Vision, and Life).

4. ACTION OPTIONS/RECOMMENDATION

Staff recommends to take action on Resolution to address health care benefits in the Fiscal Year 2012/13 Budget.

RESOLUTION NUMBER 2012-394 (R)

A RESOLUTION ADDRESSING EMPLOYEE HEALTH CARE BENEFITS, INCLUDING THE CONTINUATION OF HEALTH INSURANCE WITH HUMANA, DENTAL INSURANCE WITH UNITED HEALTH CARE, VISION INSURANCE WITH DENTAL SELECT AND LIFE INSURANCE WITH SYMETRA, AND CREATING A HEALTH REIMBURSEMENT ACCOUNT

WHEREAS, the City Council has determined that health insurance with Humana, dental insurance with United Health Care, vision insurance with Dental Select and life insurance with Symetra have provided efficient insurance for city employees and that it would be in the best interest of the city and its employees to continue said insurance plans; and

WHEREAS, the City Council added an additional \$600 per employee to a Health Reimbursement Account ("HRA") (an additional \$36,000) which would total \$2100 per employee to be split up as follows:

Prescriptions (Tiers 1 – 3) and Primary Care Physicians (PCP) \$500:

- 1st \$250.00 will be reimbursed to the Employee from the City of Windcrest
- 2nd \$250.00 will be paid by the Employee
- 3rd \$250.00 will be reimbursed to the Employee from the City of Windcrest
- 4th \$250.00 will be paid by the Employee

Any deductible related expenses \$1,000:

- 1st \$500.00 will be paid by the City of Windcrest
- 2nd \$250.00 will be paid by the Employee
- 3rd \$500.00 will be paid by the City of Windcrest
- 4th \$250.00 will be paid by the Employee

Tier 4 Prescriptions, Dental, Vision, Specialists, and ER Costs \$600:

- ½ of each bill will be reimbursed to the Employee by the City of Windcrest
- Maximum amount to be reimbursed is \$600.00

WHEREAS, the HRA will be monitored and administered by the Municipal Finance Officer. The Colonial Bride Plan will be offered on a voluntary basis. Colonial will be the city's cafeteria administrator for the 2012-2013 Fiscal Year at no charge to the city.

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

1. That health insurance with Humana, dental insurance with United Health Care, vision insurance with Dental Select and life insurance with Symetra shall be continued for the employees of the city for an additional one year term.

2. That a Health Reimbursement Account (“HRA”) funded by an additional \$36,000 transfer shall be split up as follows:

Prescriptions (Tiers 1 – 3) and Primary Care Physicians (PCP) \$500:

- 1st \$250.00 will be reimbursed to the Employee from the City of Windcrest
- 2nd \$250.00 will be paid by the Employee
- 3rd \$250.00 will be reimbursed to the Employee from the City of Windcrest
- 4th \$250.00 will be paid by the Employee

Any deductible related expenses \$1,000:

- 1st \$500.00 will be paid by the City of Windcrest
- 2nd \$250.00 will be paid by the Employee
- 3rd \$500.00 will be paid by the City of Windcrest
- 4th \$250.00 will be paid by the Employee

Tier 4 Prescriptions, Dental, Vision, Specialists, and ER Costs \$600:

½ of each bill will be reimbursed to the Employee by the City of Windcrest
Maximum amount to be reimbursed is \$600.00

3. The HRA will be monitored and administered by the Municipal Finance Officer. The Colonial Bride Plan will be offered on a voluntary basis. Colonial will be the city’s cafeteria administrator for the 2012-2013 Fiscal Year at no charge to the city.

DULY PASSED AND APPROVED, on the 10th day of September, 2012 at a special 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, Asst. City Secretary

RESOLUTION NUMBER 2012-395 (R)

A RESOLUTION ENGAGING GARY W. DAVIS, R.S. AS THE HEALTH INSPECTOR FOR THE CITY OF WINDCREST AND AUTHORIZING THE CITY MANAGER TO SIGN A PROFESSIONAL SERVICES AGREEMENT WITH SAID HEALTH INSPECTOR

WHEREAS, the City has heretofore engaged Gary W. Davis, R.S. (Registered Sanitarian) as the Health Inspector for the City of Windcrest; and

WHEREAS, the City has heretofore paid the Health Inspector \$1,200.00 per month for food inspections and now desires to expand the engagement to include alcohol beverage inspections at a total cost of \$1,800.00 per month.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Windcrest, Texas, that Gary W. Davis, R.S. is engaged as the Health Inspector for the City of Windcrest at a monthly cost of \$1,800.00 per month which will include inspections of food and alcohol beverage establishments and other services as determined by the City Manager.

NOW THEREFORE, BE IT FURTHER RESOVLED that the City Manager is authorized to negotiate and execute a professional services agreement with Gary W. Davis, R.S. for the purposes expressed hereinabove.

DULY PASSED AND APPROVED, on the 10th day of September, 2012 at a special 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, Asst. City Secretary

September 5, 2012

Mr. Raphael Castillo
City Manager
City of Windcrest
8601 Midcrown
Windcrest, Texas 78239

Dear Mr. Castillo,

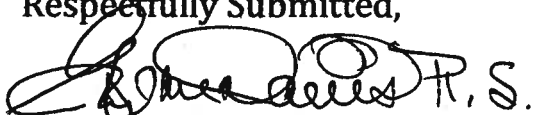
Subject: Modification and additional Public Health Services For the City of Windcrest.

This is a proposal to modify Public Health Services and add additional services between the City of Windcrest and Public Health Consulting. Rackspace has added catering services every day inside their building; mobile food trucks on Tuesdays and Fridays in the parking lot and a Farmers Market on Wednesdays. Food establishments permitted have increased from 46 to 84 with several additional establishments pending at this time. This is a 45% increase in the overall numbers.

Additionally, the need for monitoring and issuing permits for alcoholic beverages has arisen. No one is checking to see if permits are current or if all establishments that are serving/selling alcoholic beverages have a City of Windcrest alcohol permit. All facilities that serve alcoholic beverages also have food establishment permits and are routinely inspected.

Propose that the monthly base compensation for the additional food establishment inspections needed and monitoring and issuing alcoholic beverage permits be increased from \$1200.00 to \$1800.00. All services that currently exist would remain the same.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Gary W. Davis, R. S.", written over a horizontal line.

Gary W. Davis, R. S.
Consulting Sanitarian

BUSINESS NAME	ADDRESS	PERMIT NUMBER	RESTAURANT TYPE	COMMENTS	Phone Nu
Office Max	4925 Windsor Hill	19	Prepacked candy etc		
Starbucks	4901 Walzem	20	Coffee		
Koch Ranches	50 Haverhill Way 78209	21	Farmers Market-RACKSPACE		
Ground Town	5000 Walzem(Rackspace)	22	Coffee Kiosk		
Bill Miller BBQ	5113 Walzem Rs	23	BBQ Restaurant		
Good to Go	26226 Dark Horse Lane 78260	24	Mobile Food Truck-RACKSPACE		
MR MAXIMUM FOODS	531 HILLSIDE CT 78258	25	MOBILE FOOD TRUCK-RACKSPACE		
Ugly BBQ	7729 Strolling Lane 78233	26	Mobile Food Truck-RACKSPACE		
Takoriya	17114 Darling ton Run 78247	27	Mobile Food Truck-RACKSPACE		
A PIZZA MIA	9504 FM1283, Lakehills 78063	28	Mobile Food Truck-RACKSPACE		
Pho Hai An	4934 Windsor Hill	29	Vietnamese Restaurant		
Hartman Farm	PO Box 824 Stockdale 78160	30	Farmers Market-RACKSPACE		
Childhood Expressions	8101 Midcrown	31	Church School		
Peachwave Yogert	2535 SE Military Dr. #107 78223	32	Mobile Food Truck-RACKSPACE		
Church of the Resurrection	5909 Walzem	33	Church School		
Church's Chicken	4925 Walzem	34	Fast Food Restaurant		
Amazing Jump	7702 N IH 35 78218	35	Food Concession Flea Market		
Rocker Dogz	301 Canavan 78221	36	Mobile Food Truck-RACKSPACE		
Taco Cabana	8105 Fourwinds	37	Fast Food Restaurant		
Cheesy Jane's	4200 Broadway 78209	38	Mobile Food Truck-RACKSPACE		
Braune Farms	1300 Link Rd Seguin 78155	39	Farmers Market-RACKSPACE		
KC Cones	14732 Bulverde 78247	40	Sno Cones- Ice Cream Rackspace		
Valero 1041	5100 Crestway	41	Convenience Store		
Winner Dinner Chicken Dinner	8513 Echo Creek	42	Mobile Food Truck-RACKSPACE		
Sabor Colombiano	5839 Rue Bergundy 78240	43	Mobile Food Truck-RACKSPACE		
Big Easy Café & Catering	4822 Walzem Rd	44	Restaurant & Catering		
Pear Tree Inn	8300 IH 35 N	45	Motel		
Pasta More Gourmet	3701 Rocky Hollow Trail Georgetown 78155	46	Gourmet Olive OilSMOBILE VENDOR		
Uncertain Farms	350 Crystal Lane, Seguin 78155	47	FARMERS MARKET RACKSPACE		
Sha SHE TAI	5009 Walzem	48	Vietnamese Restaurant		
Bistro Six	5000Walzem(Rackspace)	49	Mobile Food Truck-RACKSPACE		
Scott Arbor	625 Old Woehler Rd Seguin 78155	50	FARMERS MARKET RACKSPACE		
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TRISUN CARE CENTER	8800 Four Winds	57	Nursing Home		

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Valero #1055	73	Convenience Store
John Calvin Preschool	74	Preschool
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Burger King	76	Fast Food Restaurant
	77	
	78	Motel
Drury Inn	79	
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	81	
	82	
Luby's Cafeteria	83	Cafeteria
China Harbor	102	Chinese Buffet
Pizza Hut	109	Restaurant
Red Lobster	116	Seafood Restaurant
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Spice Runner	127	Mobile Food Truck-RACKSPACE

SKATELAND	8910 Four Winds	128 129 130 131 132 133 134 135 136 137 138 139 140 141 142 143 144 145 146 147 148 149 150 151 152 153 154 155 156 157 158 159 160 161 162 163 164 165	Recreation SB
Subway Little Jamacia	4977 Walzem Rd 4929 Walzem Rd	135 136 137 138 139 140 141 142 143 144 145 146 147 148 149 150 151 152 153 154 155 156 157 158 159 160 161 162 163 164 165	Fast Food Restaurant Take Out Restaurant
Shoney's #2100	8206 IH 35 N	137 138 139 140 141 142 143 144 145 146 147 148 149 150 151 152 153 154 155 156 157 158 159 160 161 162 163 164 165	Restaurant
Taco Bell/KFC	5109 Walzem Rd	143 144 145 146 147 148 149 150 151 152 153 154 155 156 157 158 159 160 161 162 163 164 165	Fast Food Restaurant
Time Wise Fd Store(Shell)	4825 Walzem	152 153 154 155 156 157 158 159 160 161 162 163 164 165	Convenience Store & Gas Station
KHILL BBQ	RACKSPACE	157 158 159 160 161 162 163 164 165	MOBILE FOOD TRUCK
Wincrest Golf Club SB	8600 Midcrown	164 165	Recreation Snack Bar
Michaels Stores Thal Chalurn China Rose	8610 Four Winds 4941-1 Walzem Rd 5299 Walzem Rd	182 190 205	Arts & Crafts Restaurant Fast Food Restaurant

Marie Callender's	8450 IH 35N	215	Restaurant/Bakery
Rolling Pig	RACKSPACE	226	MOBILE FOOD TRUCK
Office Depot	8510 Four Winds	236	Office Products
Fishland Fish Market	4941-B Walzem	244	Fish Market & Fast Food
KS Dollar	5403 Walzem Rd	245	Dollar Store
Windcrest Elementary	465 Faircrest	266	Elementary School Cafeteria
School of Excellence	8750 Fourwinds	289	Private School Cafeteria
Las Palapas	4802 Walzem Rd	291	Mexican Restaurant
Applebees	7880 IH 35 N	340	Restaurant/Bar
IHOP	4818 Walzem Rd	341	Restaurant
		342	
Taqueria Anahi	7702 IH 35 N #A01	343	Mexican Restaurant
The Olive Garden	7920 IH 35 N	347	Restaurant/Bar
Sweet Karma Cupcakes	RACKSPACE	348	MOBILE FOOD TRUCK
SHA.SHE.ATE	10915 DREAMLAND DR. (RACKSPACE)	352	MOBILE FOOD TRUCK
Jimmy Lynns	30281 Saratoga Lane Fair Oaks 78015	355	MOBILE FOOD TRUCK
Chick Fil A	7010 FM78	360	MOBILE VENDOR
Rudy's BBQ	RACKSPACE	362	MOBILE VENDOR
R&R SNACK SHOP	4927 Walzem Rd	363	Snack Bar
		364	
Blazing Burgers	RACKSPACE	365	MOBILE FOOD TRUCK
Benny's Tacos	5050 Walzem Rd	366	Mexican Restaurant
Jason Dady	RACKSPACE	367	MOBILE FOOD TRUCK

PROFESSIONAL SERVICES AGREEMENT

THIS PROFESSIONAL SERVICES AGREEMENT is made and entered into this ____ day of September, 2012, by and between the City of Windcrest, Texas, a municipal corporation, hereinafter called "City", as party of the first part, and Gary W. Davis, R.S., hereinafter called "Health Inspector", as party of the second part, both of whom understand as follows:

WITNESSETH:

WHEREAS, City desires to retain the services of the said Gary W. Davis, R.S. as Health Inspector, including food and alcohol beverage inspections and related services for the City of Windcrest; and

WHEREAS, it is the desire of Gary W. Davis, R.S. to be retained for such services by the City of Windcrest.

NOW THEREFORE, in consideration of the mutual covenants herein contained, the parties agree as follows:

Section 1: Duties

Health Inspector shall inspect food and alcohol beverage facilities and related services for City and such other legally permissible and proper duties and functions as the Mayor or City Council shall from time to time assign to Health Inspector. Inspections shall be performed by personnel who are properly licensed to perform the type of inspection.

Section 2: Term

The term of this agreement shall commence on the date of this agreement and will continue for one (1) year, unless earlier terminated by either party for any reason (with or without cause) or renewed by the mutual agreement of both parties. In the event of the termination of Health Inspector's engagement prior to the completion of the term, Health Inspector will be entitled only to the compensation earned as of the date of termination.

Section 3: Compensation

As compensation for the services rendered under this agreement, Health Inspector will be entitled to receive a monthly retainer of \$1,800.00 per month, commencing September 1, 2012. Health Inspector waives all rights to any fringe benefits offered by the City. Health Inspector shall pay all of his own expenses, including travel expenses.

The compensation set forth in this section will be the sole compensation payable to Health Inspector and no additional compensation or fee will be payable by the City to Health Inspector unless the City has expressly agreed to it in writing.

Section 4: Independent Contractor Status

The City and Health Inspector agree that Health Inspector is an independent contractor under this agreement and will in no way be considered to be an agent or employee of the City. The City will not deduct any social security or income taxes from the payments made to Health Inspector. During the term of this contract, Health Inspector will be compensated on a 1099 basis and accordingly Health Inspector will be liable for any and all worker's compensation payments and federal, state and local employment, sales, use, and other taxes arising out of his performance of this agreement. Health Inspector will indemnify and hold City harmless against all liability with regard to Health Inspector's taxes, if any.

Section 5: Other Engagements

It is recognized that Health Inspector will continue to devote time to other engagements.

Section 6: Other Terms and Conditions

(a) Modification. The Council, in consultation with the Health Inspector, shall fix any such other terms and conditions of engagement as it may determine from time to time relating to the services of Health Inspector, provided such terms and conditions are not inconsistent with or in conflict with the provisions of this agreement, the ordinances of the City of Windcrest or any other law.

(b) Attorney's Fees. In the event of any controversy, claim, or dispute between the parties that arises out of or relates to this agreement, neither party will be entitled to recover from the other party any attorney's fees, expenses and costs.

(c) Indemnity. Health Inspector agrees to indemnify and hold harmless City and its officers, employees and agents from and against any and all claims, losses, liabilities, damages and injuries of any kind asserted against the city on account of the services rendered hereunder by Health Inspector.

(d) Notices. Notices pursuant to this agreement shall be given by deposit in the custody of the United States Postal Service, postage prepaid, addressed as follows:

- (1) City: City Manager
8601 Midcrown
Windcrest, Texas 78239

(2) Health Inspector: Gary W. Davis, R.S.

Alternatively, notices required pursuant to this agreement may be personally served in the same manner as is applicable to civil judicial practice. Notice shall be deemed given as of the date of personal service or as of the date of deposit of such written notice in the course of transmission in the United States Postal Service.

(e) Entire Agreement. The text herein shall constitute the entire agreement between the parties.

(f) Binding Agreement. This agreement shall be binding upon the heirs to the benefit of the heirs at law and executors of Health Inspector.

(g) Severability. If any provision, or any portion thereof, contained in this agreement is held unconstitutional, invalid or unenforceable, the remainder of this agreement, or portion thereof, shall be deemed severable, shall not be affected, and shall remain in full force and effect.

(h) Venue. This agreement shall be construed in accordance with, and governed by, the laws of the State of Texas. Venue shall lie exclusively in Bexar County, Texas.

IN WITNESS WHEREOF, the City of Windcrest has caused this agreement to be signed and executed on its behalf by its City Manager, and the Health Inspector has signed and executed this agreement, both in duplicate, the day and year first above written.

HEALTH INSPECTOR

CITY OF WINDCREST, TEXAS

By: _____
Gary W. Davis, R.S. Consulting Sanitarian

By: _____
Rafael Castillo, City Manager

City of Windcrest
Fee Schedule
Fiscal Year 2012-13

Attachment A

Proposed

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 approved inspection at the required stage of construction.

Non-Compliance Fee	\$75.00 per failed inspection
Re-Inspection Fee (for failed inspections)	\$100.00
Failure to correct Code Violations	

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 System	\$1.00 per head \$5.00 for one to four outlets, inclusive, and \$1.00 for each additional unit.
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 + \$45
Temporary Meter Loop	\$30
First 20 fixtures	25.00 + \$.06 for each additional (includes receptacle, switch and outlets)
Signs	\$30

City of Windcrest
Fee Schedule
Fiscal Year 2012-13

Attachment A

Proposed

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

Garage Sale

Garage Sale Permit	\$10
Estate Sale Permit	\$100

Animal Control

Pet Tag	\$5
Duplicate Pet Tag	\$2
Admin Fee for 2nd time of capture of animal	\$50
Each subsquent capture is an additional \$25	
Variance Request for number of Animals	\$10
Violating the Animal Control Ordinance (Chapter 3)	100 - 1,000

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

Proposed

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
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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.



Project No. ASR12-043-00
September 5, 2012

Mr. Al Ballew
Chief of Police
Windcrest Police Department
8601 Midcrown
Windcrest, Texas 78239

Raba Kistner
Facilities, Inc.
12821 W. Golden Lane
San Antonio, TX 78249

P.O. Box 690287
San Antonio, TX 78269-0287

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P 210 :: 699 :: 9090
F 210 :: 699 :: 6426
TBPE Firm F-3257

RE: Windcrest Traffic Calming Ordinance Review

Dear Mr. Ballew:

Raba Kistner Facilities, Inc. (RKFI) has completed the engineering review of the City of Windcrest (City) proposed traffic ordinance per the request of the Windcrest Police Department (WPD). This letter describes this background and purpose of the review, the data collection and analysis procedures, and provides our related opinions and recommendations. This review was performed in accordance with **RKFI** Proposal No. PSR12-061-00 (revision 1) dated June 13, 2012 and approved June 20, 2012. Please note that although the proposed draft ordinance includes the adding stop signs onto Parkcrest Drive at intersection of Parkcrest Drive and Moorside Drive, the WPD requested that this review instead evaluate adding stop signs on Parkcrest Drive at Balfour Drive.

Background

The City has proposed an ordinance to reduce the speed limit on Eaglecrest Blvd, Crestway Rd, and Windsor Hill to 20 MPH and add stop signs at locations on Crestway Rd, Eaglecrest Blvd, Parkcrest Dr, and Midcrown Dr. In response to this ordinance proposal, the WPD requested that **RKFI** review the ordinance and provide our opinions and recommendations. Our analysis is intended to evaluate whether the existing conditions warrant the changes to speed limits and stop signs proposed in the ordinance. It is our understanding that the ultimate goal of the speed limit reduction and additional stop signs is to improve safety to Windcrest citizens through improved speed limit compliance and reduced overall speeding of traffic passing through the City. Our effort included a review of the existing traffic data already collected by the WPD.

Limitations

This report has been prepared in accordance with standard Texas engineering practices and for the use of the WPD, the City, and its representatives for evaluation purposes. The report only reviews available existing data and does not constitute a traffic impact analysis or an engineering traffic study. This report may not contain sufficient information for purposes of other parties or other uses. This report is not intended for use in determining construction means and methods.

This report may not reflect the actual traffic behaviors of the subject roadways and intersections, particularly with respect to free flow vehicle speeds. The scope of this study does not include a detailed traffic engineering study of the subject roadways and intersections, including traffic data collected using applicable traditional techniques.



Data Collection and Analysis

Data Collection

RKFI used recent, existing traffic vehicle counts, speeds, and accident data by the WPD. Traffic data was collected by the WPD using a radar speed trailer that provides driver speed feedback, i.e. “Your Speed”, and collects vehicle data.

Data collected using a radar speed trailer provides a good understanding of traffic volumes, which is useful for evaluating whether an intersection warrants stop signs. The radar speed trailer method does not collect data in a way conducive to performing precise speed studies. The traffic data used for this review was provided with collection location, collection date, and a general situation description for accident data.

It is important to note that the proposed traffic ordinance was written as a response to reports of excessive, dangerous speeding in portions of the City. As an early response to these reports of high speeds, the WPD deployed their radar speed trailers to the areas of concern. While also useful to law enforcement for data collection, the trailers are primarily used as a highly effective traffic calming tool. The majority of traffic passing a radar speed trailer in operation typically slows down and complies with the posted speed limit. Therefore, the speed data may be skewed to a lower average than might have otherwise been recorded without the traffic calming effects of the trailers. Further discussion is provided in the Conclusions and Opinions section below.

Analysis - Speed Limit Reductions

The speed limits set for a roadway are based on many factors. In Texas, speed limits are considered *prima facie* limits. According to the TxDOT *Procedures for Establishing Speed Zones*¹:

Prima facie limits are those limits that, “on the face of it,” are reasonable and prudent under normal conditions. To exceed a *prima facie* speed limit does not automatically constitute an infraction of the law, as reasonable and prudent driving behavior is, at times, possible at speeds in excess of the posted limit. However, the burden of proof of reasonable and prudent conduct under the existing conditions rests with the driver. To afford a driver this opportunity to exceed a *prima facie* speed limit recognizes the fact that any posted speed limit cannot adequately reflect the many different road conditions confronting the driver on the same highways at different times.

Using this legal framework, Texas engineers analyze many factors of roadway conditions and human behavior to establish the speed limit of a roadway. According to the AASHTO Green Book² design standard, criteria for evaluation the design speed of roadways include:

- Terrain,
- Geometric design,
- Street classification,
- Areas served, and
- Traffic volumes (current and projected).

¹TxDOT. (2012). *Procedures for Establishing Speed Zones*. Austin: Texas Department of Transportation.

²AASHTO. (2006). *A Policy on Geometric Design of Highways and Streets (Green Book)*. Washington, D.C.: American Association of State Highway and Transportation.

Although a new street may be designed for a specific design speed, drivers will travel the speed they perceive to be reasonable and safe. This perceived “reasonable and safe” speed can be identified as the 85th percentile speed measured through an engineering traffic study. The 85th percentile speed is the speed that 85 percent of drivers travel at or under within the parameters of a traffic study. According to TxDOT, experience shows that the 85th percentile speed is the one characteristic of traffic speeds that most closely conforms to a speed limit which is considered safe and reasonable¹. TxDOT guidelines for all State roads assert that “posting a roadway’s speed limit based on its 85th percentile speed is considered good and typical engineering practice”¹. While the subject roadways are not State-owned roads, the typical engineering practices do apply to the subject roadways.

Traffic data from an engineering traffic study was not available for this ordinance review. Therefore, we have chosen to generally apply AASHTO design speed standards for roadway classifications as comparators to the subject streets.

The City does not have a Master Thoroughfare Plan, which designates street classifications as arterial, collector, local, etc. Therefore typical street classifications were selected for this review to compare the subject roadways. The two likely comparator choices for roadway classification are urban collector streets and urban minor arterial streets. The AASHTO range of design speeds for urban road classifications are provided below in Table 1.

Table 1 – Typical Minimum Design Speeds for Roadway Classifications*

Table 7-7. Range of Design Speed Values by Functional Classification.			
Functional Classification	Terrain Type	Design Speed (mph)	
		Rural Roads	Urban Roads
Local Roads and Streets	Level	30–50	20–30
	Rolling	20–40	
	Mountainous	20–30	
Collectors	Level	40–60	≥ 30
	Rolling	30–50	
	Mountainous	20–40	
Arterials	Level	60–75	30–60
	Rolling	50–60	
	Mountainous	40–50	
Freeways	Level	60–70	50–70
	Rolling		
	Mountainous		

Note: 1 mph = 1.61 km/hr.
Source: *A Policy on Geometric Design of Highways and Streets*. Washington, DC, USA: American Association of State Highway and Transportation Officials, 2004.

*Table from *Traffic Engineering Handbook (6th Edition)*, Institute of Transportation Engineers, Washington, DC, 2009

According to (AASHTO, 2001), design speeds for urban arterials generally range from 30 to 60 mph, with lower speeds applicable in central business districts and in more developed areas, while higher speeds are more applicable to outlying suburban and developing areas. Design speeds must be determined through an engineering traffic study.

For the sake of this review, the roadways subject to the proposed ordinance most closely resembled urban minor arterial streets. Minor arterials are commonly located along neighborhood borders and collect traffic from residential areas and channel vehicles to the major and principal arterial system. Urban minor arterial streets are often designed to carry 4,000 to 24,000 vehicles per day. The AASHTO Green Book² defines the broader category of urban arterial streets as follows:

The minor arterial street system interconnects with and augments the urban principal arterial system. It accommodates trips of moderate length at a somewhat lower level of travel mobility than principal arterials do. This system distributes travel to geographic areas smaller than those identified with the higher system.

By selecting the street classifications for comparison and applying the traffic volumes provided by the WPD, we were able to evaluate the each street using the AASHTO standards. Using this approach, we were able to compare each street against a similar design speed minimum, which is provided below in Table 2.

Table 2 – Street Speed Evaluation Summary

Street*	Traffic Volume (veh/day)**	Current Speed Limit (mph)	Typical Minimum Design Speeds by Classification (mph)	
			Collectors	Arterials
Windsor Hill	3,629	30	30	30
Eaglecrest Blvd	5,234	30	30	30
Crestway Dr - West	4,114	30	30	30
Crestway Dr - East	7,702	30	30	30

*See Attachment A – Figure 1 for Street Limits

** As measured and provided by the WPD

Analysis – Stop Sign Additions

According to Section 2B.04 of the Federal Highway Administration’s Manual of Uniform Traffic Control Devices (MUTCD)³, “stop signs should not be used for speed control.” While speed control was the primary intent for adding the subject stop signs, there may be additional safety concerns that would warrant their additions. The MUTCD states in Section 2B.04 that a “stop sign should not be installed on the higher volume roadway unless justified by an engineering study. MUCTD Section 2B.07 for Multi-Way Stop Applications also states that “the decision to install a multi-way stop control should be based on an engineering study.” No engineering studies have been conducted for installing the subject additional stop signs. Therefore, this review sought to identify whether there may be sufficient justification to order an engineering study for these intersections.

The MUTCD criteria for installing a stop sign on a minor street or local road, such as intersections E and F (see Table 3) should have one or more of the following conditions:

- A. The combined vehicular, bicycle, and pedestrian volume entering the intersection from all approaches averages more than 2,000 units per day;

³FHA. (2009). *Manual on Uniform Traffic Control Devices (MUTCD)*. Federal Highway Administration.

- B. The ability to see conflicting traffic on an approach is not sufficient to allow a road user to stop or yield in compliance with the normal right-of-way rule if such stopping or yielding is necessary;
- C. Crash records indicate that five or more crashes that involve the failure to yield the right-of-way at the intersection under the normal right-of-way rule have been reported within a 3-year period, or that three or more such crashes have been reported within a 2-year period.

The MUCTD criteria for installing multi-way stop signs include:

- A. Five or more reported crashes in a 12-month period that are susceptible to correction by a multi-way stop installation.
- B. Minimum volume:
 - 1. The vehicular volume entering the intersection from the major street approaches (total of both approaches) averages at least 300 vehicles per hour for any 8 hours of an average day;
AND
 - 2. The combined vehicular, pedestrian, and bicycle volume entering the intersection from the minor street approaches (total of both approaches) averages at least 200 units per hour for the same 8 hours, with an average delay to minor-street vehicular traffic of at least 30 seconds per vehicle during the highest hour;
BUT
 - 3. If the 85th-percentile approach speed of the major-street traffic exceeds 40 mph, the minimum vehicular volume warrants are 70 percent of the values provided in Items 1 and 2.

For this review, intersections A-D and F are assumed to consist of a major and minor street, with intersection E assumed to be two minor, or local, streets. A summary of the available data analyzed for this review is provided below in Table 3.

Table 3 – Additional Stop Signs Evaluation Summary

Intersection	Major Street	Minor Street	Avg. Hourly Traffic Count	Total Accidents in Intersection	85 TH Percentile Speed of Major Street
A	Crestway Dr.	-	321*	0	<i>Not Available</i>
	-	Richfield St.	NA		
B	Eaglecrest Blvd.	-	427*	0	<i>Not Available</i>
	-	Windrock Dr.	40		
C	Midcrown Dr.	-	248*	0	<i>Not Available</i>
	-	Golfcrest (N)	NA		
D	Midcrown Dr.	-	248*	0	<i>Not Available</i>
	-	Golfcrest (S)	NA		
E	-	Golfcrest Dr.	<i>Not Available</i>	0	<i>Not Available</i>
	-	Bluegrass Ln.			
F	Parkcrest Dr.	-	<i>Not Available</i>	0	<i>Not Available</i>
	-	Balfour Dr.			

**Estimate based on available data*

Opinions and Recommendations

The following opinions and professional conclusions are based on a reasonable degree of engineering judgment based on experience, education, and training.

1. Overall, the data available for evaluating the proposed speed reductions and additional stop signs was not sufficient to provide recommendations for or against any of the changes proposed in the draft ordinance.
2. The available existing data does not substantiate a 20 MPH speed limit for each of the subject streets (see Table 2). However, a detailed traffic engineering study may support lower speed limits at certain locations based on an evaluation of specific roadway conditions, including proximity to residential driveways and pedestrian crossings.
3. The speed data was collected using radar speed trailers. While the speed data does not meet the highly specialized requirements of a traffic engineering study, the data is useful in understanding the traffic patterns. As mentioned previously, radar speed trailers are typically successful in calming traffic. The speed data available for this review showed that the radar speed trailers, in the process of collecting data, appears to have succeeded in calming traffic for the target roadways. The majority of all speed data was within 10 MPH of the posted speed limit.
4. The traffic calming effects of radar speed signs have shown to successfully reduce vehicle speeds and improve speed limit compliance, as seen in the WPD collected traffic speed data. **It is recommended that the City and WPD expand their traffic calming efforts with additional traffic calming equipment, such as an additional radar speed trailer and pole mounted radar speed signs.**
5. **It is recommended that the City identify, evaluate, and adopt additional traffic calming methods to reduce speeding and increase compliance to posted speed limits under the guidance of a traffic engineer.**
6. The estimated traffic volumes on the major streets of intersections A and B (Crestfield Dr. and Eaglecrest St.) are sufficient to meet one of the requirements for adding stop signs to the intersections. **A traffic engineering study is recommended for these intersections to determine whether the remaining requirements are currently met for converting the intersections to four-way stops.**
7. **It is recommended that, in response to the continued growth of the City and the surrounding areas, the City develop and adopt a Major Thoroughfare Plan (MTP) at the guidance of a traffic engineer.** The absence of a City-wide street classification through a MTP limits the ability to evaluate the subject streets according to AASHTO classification standards. An MTP would provide guidance for future developers, planners, and for roadway CIP engineers and construction efforts.
8. Base solely on the estimated traffic volumes on the major streets of intersections C and D (Midcrown at Goldcrest North and Golfcrest South), the intersections do not meet the threshold for adding stop signs to the intersections. A traffic engineering study for these intersections would determine whether the remaining requirements are currently met for converting the intersections to four-way stops. The study would include determining whether the 85th percentile approach speed of the major streets exceeds 40 MPH.

9. There was not sufficient data available for this review to make a recommendation about intersections E and F, Golfcrest Dr. at Bluegrass Ln and the Parkcrest Dr. at Balfour Dr., respectively. A traffic study would be required to confirm whether the intersection conditions warrant the addition of stop signs. In the case of the Bluegrass Ln intersection, the study would consider converting the existing yield sign to a stop sign. The traffic engineering study would confirm whether there exists an adequate combined vehicle, pedestrian, and bicycle volume or demonstrate a driver's inability to safely see conflicting traffic to meet MUCTD standards.

We appreciate the opportunity to be of service to you on this project. Should you have any questions about the information presented in this report or if we may be of additional assistance, please call.

Very truly yours,

RABA KISTNER FACILITIES, INC.


Andrew C. Hunt, P.E.
Manager, Program Management Services


Paul G. Hawryluk, P.E.
Director, Facilities Services

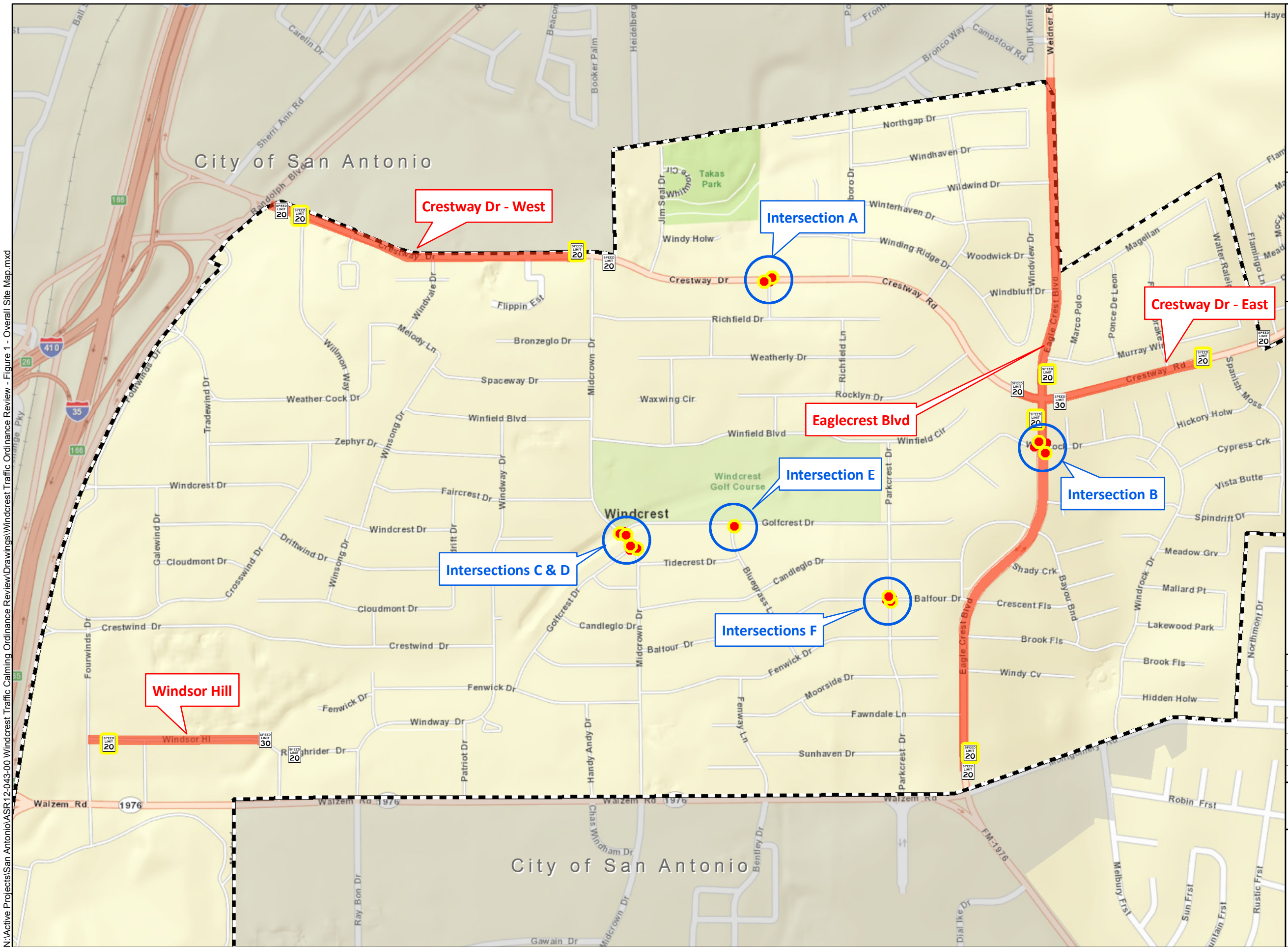
ACH/PGH/jg

Attachments: (A) Figure 1 – Overall Site Map
Figure 2 – Detailed Intersections Map
(B) Draft Ordinance No. 2012-665

Copies Submitted: (2) and Electronically

ATTACHMENT A

N:\Active Projects\San Antonio\ASP12-043-00 Windcrest Traffic Calming Ordinance Review\Drawings\Windcrest Traffic Ordinance Review - Figure 1 - Overall Site Map.mxd



CITY OF WINDCREST

FIGURE 1
OVERALL SITE MAP

TRAFFIC ORDINANCE REVIEW



Legend

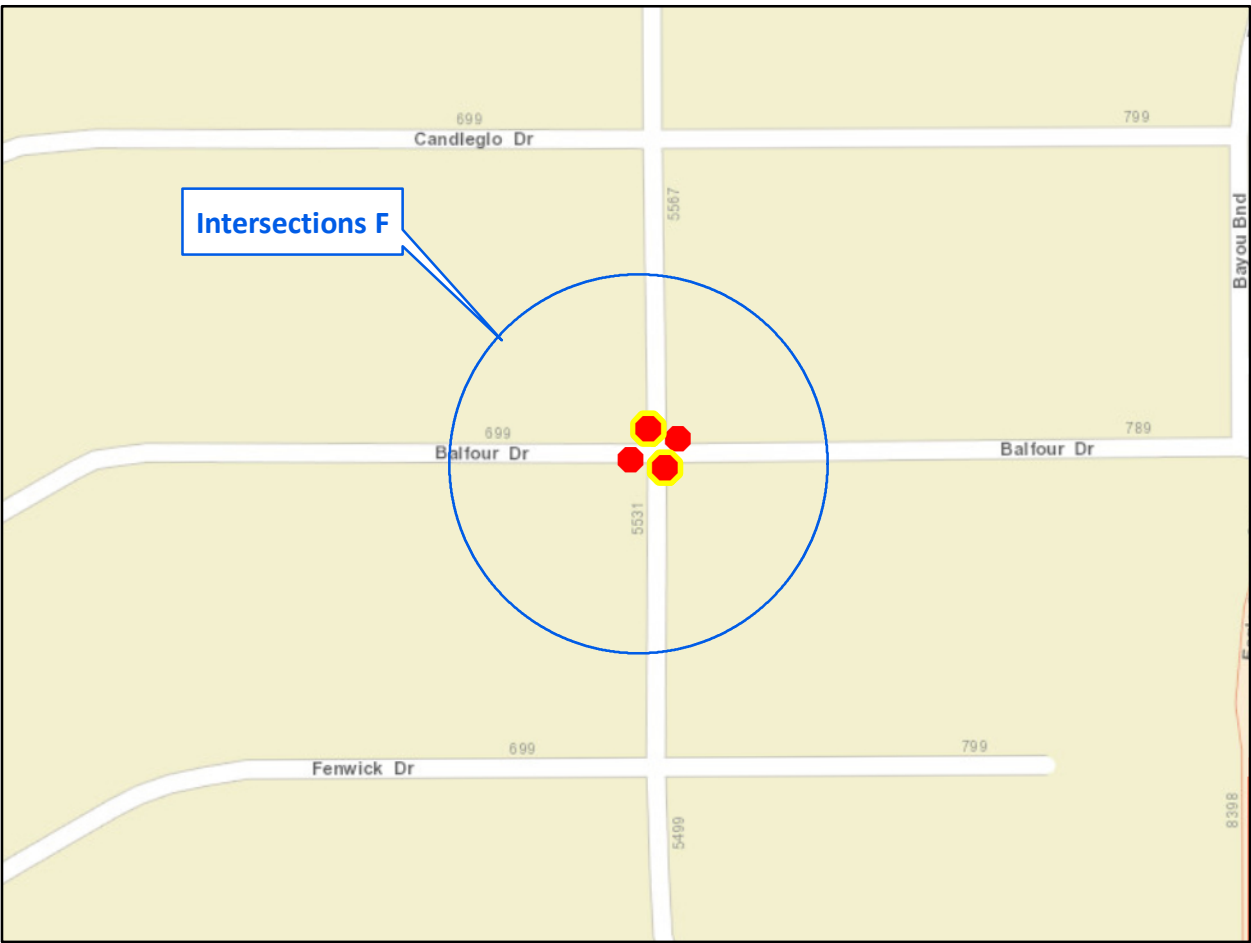
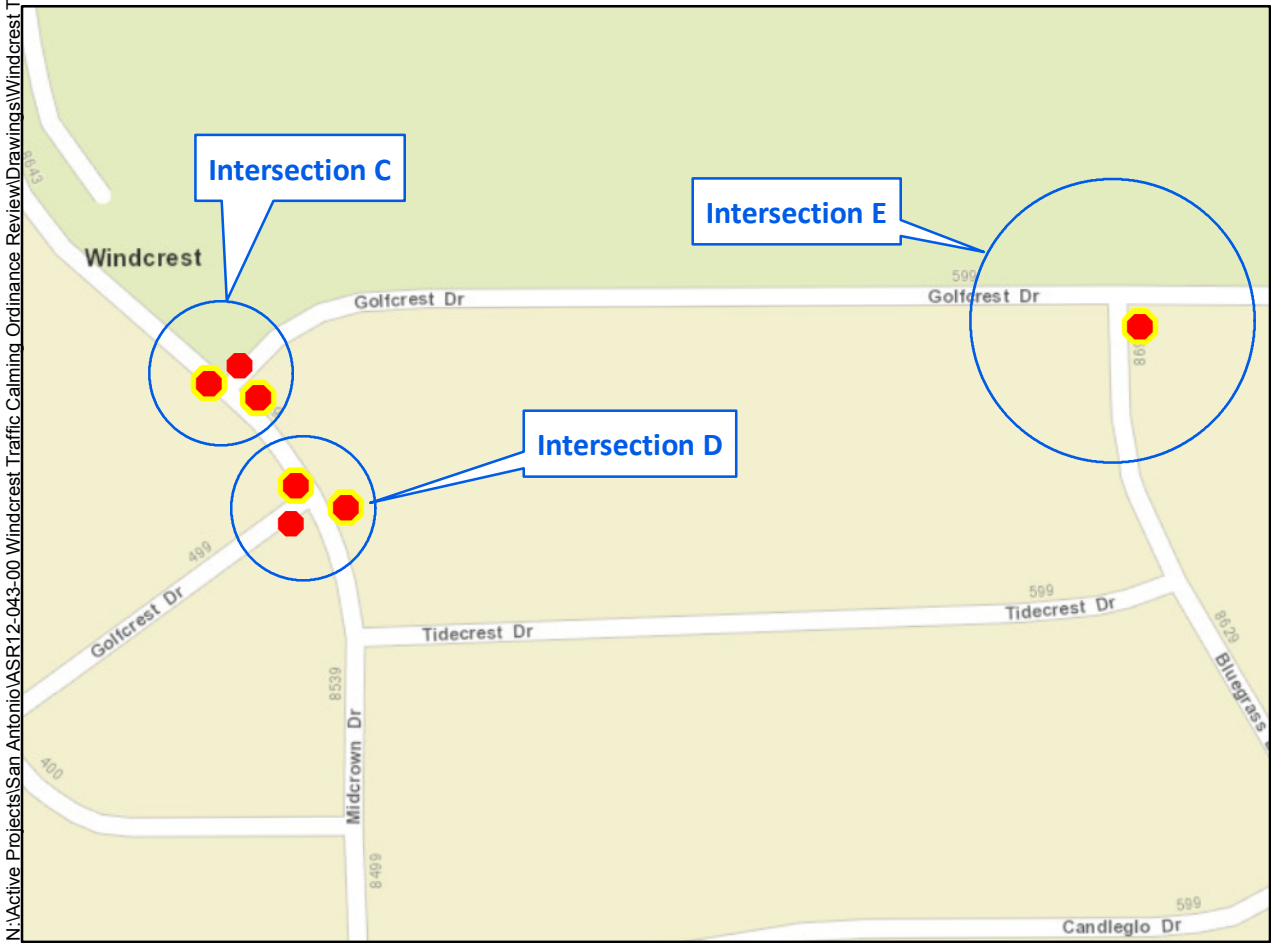
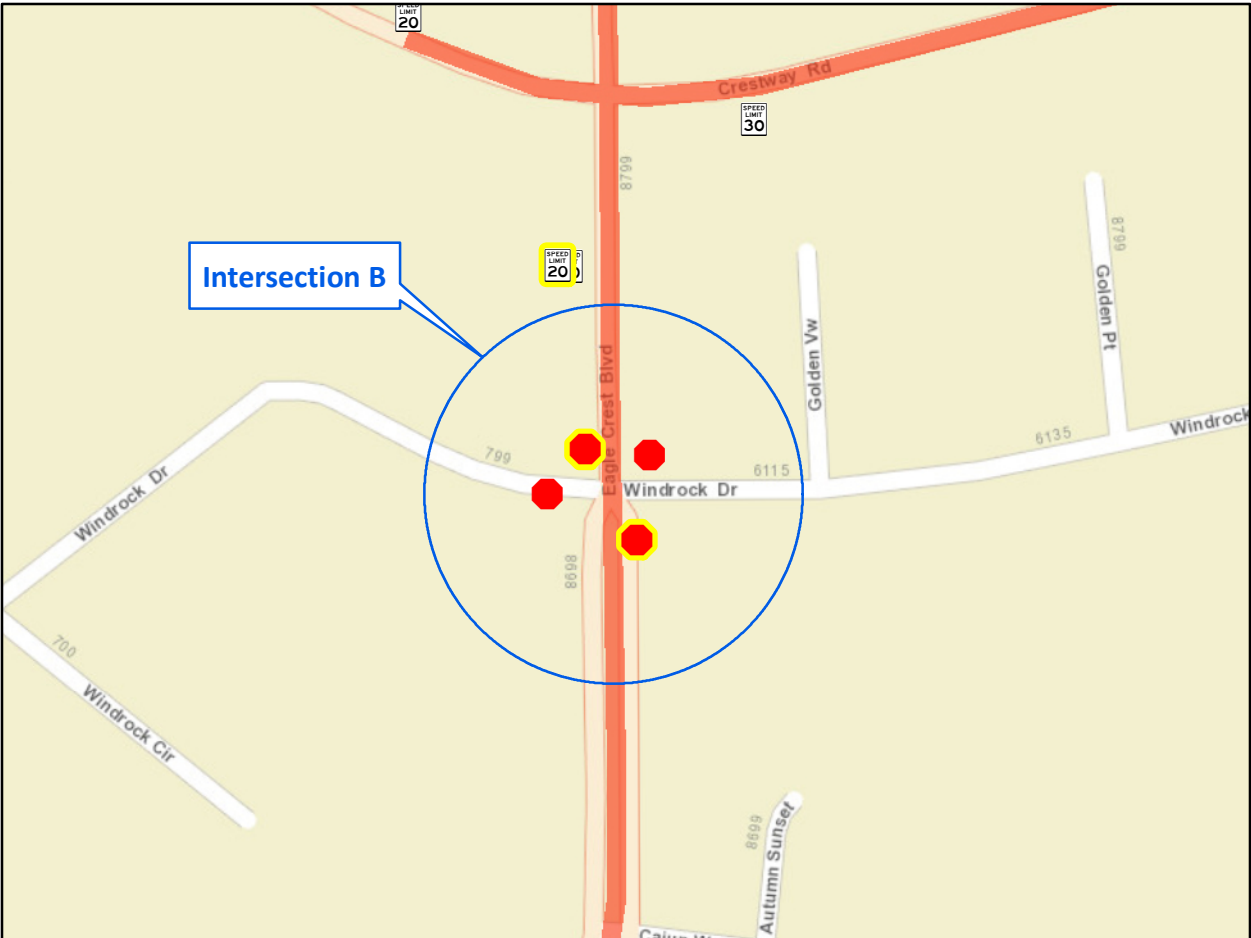
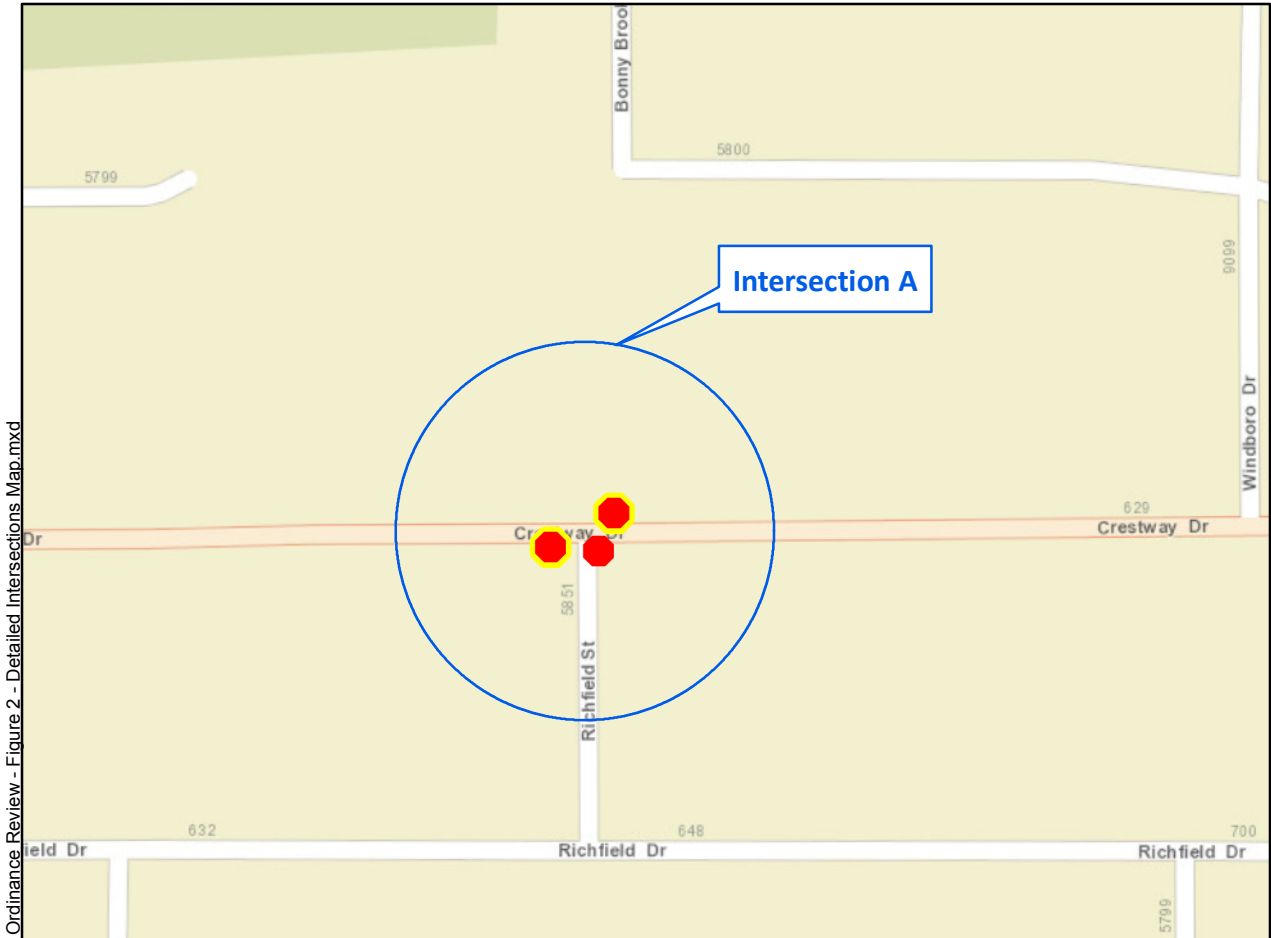
- Limits of Proposed Speed Limit Reduction
- Proposed Signage
 - Stop (proposed)
 - 20 MPH (proposed)
- Existing Signage
 - Stop (existing)
 - 20 MPH (existing)
 - 30 MPH (existing)
- Windcrest City Limits
- San Antonio City Limits

Intersection	Major Street	Minor Street
A	Crestway Dr.	Richfield St.
B	Eaglecrest Blvd.	Windrock Dr.
C	Midcrown Dr.	Golfcrest (N)
D	Midcrown Dr.	Golfcrest (S)
E	Golfcrest Dr.*	Bluegras Ln.
F	Parkcrest Dr.	Balfour Dr.

*Minor Street
PROJECT No.: ASR12-049-00
DRAWN BY: ACH CHECKED BY: ACH
DATE: 8-29-2012

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TBPE Firm F-3257

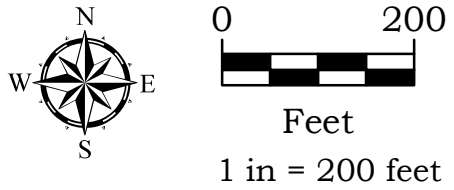
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CITY OF WINDCREST

FIGURE 2
DETAILED INTERSECTIONS
MAP

TRAFFIC ORDINANCE REVIEW



Legend

- Limits of Proposed Speed Limit Reduction
- Proposed Signage
 - Stop (proposed)
 - 20 MPH (proposed)
- Existing Signage
 - Stop (existing)
 - 20 MPH (existing)
 - 30 MPH (existing)

Intersection	Major Street	Minor Street
A	Crestway Dr.	Richfield St.
B	Eaglecrest Blvd.	Windrock Dr.
C	Midcrown Dr.	Golfcrest (N)
D	Midcrown Dr.	Golfcrest (S)
E	Golfcrest Dr.*	Bluegras Ln.
F	Parkcrest Dr.	Balfour Dr.
*Minor Street		

PROJECT No.: ASR12-049-00
DRAWN BY: ACH CHECKED BY: ACH
DATE: 8-29-2012



Raba Kistner Facilities, Inc.
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ATTACHMENT B

ORDINANCE NO. 2012-665

AMENDING CHAPTER 20, TRAFFIC AND PARKING, OF THE CODE OF ORDINANCES OF THE CITY OF WINDCREST, TEXAS, BY ELIMINATING 30 MPH SPEED LIMIT ON EAGLECREST, CRESTWAY AND WINDSOR HILL AND BY ADDING ADDITIONAL STOP SIGNS AT LOCATIONS ON CRESTWAY, EAGLECREST, PARKCREST AND MIDCROWN.

WHEREAS, the City Council finds that the public health, safety and welfare would be enhanced by reducing the speed limit on Eaglecrest, Crestway and Windsor Hill to 20 MPH and by adding stop signs at locations on Crestway, Eaglecrest and Midcrown.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WINDCREST, that Chapter 20, Traffic and Parking, Section 20.602 of the Code of Ordinances is amended by repealing the 30 MPH speed limit provided for "Windsor Hill, entire length from Roughrider Drive to Fourwinds Drive", "Eaglecrest Boulevard from north city limits to south city limits", "Crestway Drive from Midcrown Drive to Randolph Boulevard" and "Crestway Drive from Eaglecrest Boulevard to east city limits".

NOW THEREFORE, BE IT FURTHER ORDAINED BY THE CITY COUNCIL OF THE CITY OF WINDCREST, that Chapter 20, Traffic and Parking, Section 20.404 of the Code of Ordinances is amended by adding:

ONTO:

Richfield Street (south bound)
Windrock Drive (east and north bound)
Golferest Drive (turning northeast)
Golferest Drive (turning southwest)
Moorside Drive (east and west bound)

AT INTERSECTION OF:

Crestway Drive
Eaglecrest Blvd.
Midcrown Drive
Midcrown Drive
Parkcrest Drive

This Ordinance shall take effect 5 days from the date of its publication.

PASSED AND APPROVED this ____ day of _____, 2012

ALAN E. BAXTER, Mayor