

**SANTA FE ECONOMIC DEVELOPMENT CORPORATION
BOARD OF DIRECTOR MEETING
DATE: November 30, 2021, AT 6:30PM
SANTA FE CITY HALL CONFERENCE ROOM
12002 HWY. 6, SANTA FE, TEXAS**

MINUTES

1. The meeting was called to order at 6:30 p.m. by Fidencio Leija.

2. Roll Call: Fidencio Leija, Jr.
 Matt Crable
 Ashley Carner
 Robert Bracknell
 Greg Vicknair (Absent)
 Bob Wylie
 Blu Baillio (Absent)
 Rudy Zepeda, Director

Members of the public included: Rene Dillon. Mike Dillon. Lisa Kurrass, Ronnie Orman, Stefan Garza. Gina Bouvier.

3. The invocation and Pledge of Allegiance :

Invocation was given by Bob Wylie. The pledge of allegiance was led by Fidencio Leija.

4. Citizens comments: No citizen comments.

5. Reports:

a. Presentation and approval of minutes

Mr. Zepeda presented the October 26th Meeting minutes and asked for comments or concerns prior to a motion. Ashley Carner motioned to approve the minutes presented. Bob Wylie seconded. Roll call vote by Fidencio Leija. All present members were in favor of the motion. The motion passed.

b. FM 1764 Project Status Report.

Mr. Zepeda referred to the FM 1764 Project summary report by Bill Manning of Sanders Engineering which indicates line work at 72% completion with a substantial completion of the project being January 24, 2022. Total application for payment submitted with this report is \$300,471.68. Total project is at 42% complete. The contractors have used \$86,276 of \$305,000 (28%) in contingency. No further questions by the board. No action is required.

c. TML Economic Development Conference Update

Mr. Zepeda updated the board on the information derived from attending the TNL Economic Development Conference last month. The report submitted to the board indicated five primary information goals from the attendance. These included information on economic leakage tools, training for local businesses, sales

tax analytics tools, business retention and expansion tools, and traffic study procurement. He reported that he received a lot of good information from the event to cover all these goals. Though much of guidance and suggestions requires additional recourses to implement, and some, such as the item presented tonight in section 6(f), are already budgeted. He spoke to the presentations given at the conference and made them available to board in their email. He highlighted the presentation by the City of Fate and their huge growth over the past 20 years as a model for how small town like Santa Fe can better manage their own growth spell. No action required.

d. Update on all current development and new businesses

Mr. Zepeda listed the four disclosed developments as provided by Stacey Baker and included in the action item summary. Two developments are confidential and cannot be disclosed at this time. All American Hydraulics is the one new business in the last two months as detected by the comptroller's report. Mr. Zepeda indicated the possible future purchase of online software that helps to monitor new businesses and their industry type for sales tax analysis and economic development purposes. Mr. Leija mentioned a new ET Lockouts business as well. He also gave some additional business updates and suggested that all members actively engage with local businesses and bring back that information to this body. No further action is required for this item.

(6) a. Presentation by Real Estate Investors International regarding the sale of commercial property in Santa Fe.

Lisa Kurrass is the Broker/Owner of the Real Estate Connection and with her associates (Ronnie Orman & Stefan Garza) they presented their new property which is now on the market. The "Castle", as it is called, is a landmark not only on Santa Fe but also in the state. The REC team gave a brief history of the property and wanted to present before the EDC to assist in the marketing of this estate and receive feedback from the community. After discussions about the land size and drainage improvements, it was agreed that one option could be a collaboration between several groups. Mr. Leija offered an idea whereby the EDC could purchase and convert the property as a museum or tourist site. Whichever direction and whatever commercial buyer acquire the property, it is the hope that it is an economic success for the business and the city.

(6) b. Consider with possible action on the publication of projects by the EDC for the 2022 fiscal year.

With the approval of all the recommended projects by the City Council at their last meeting and given updated requirements by the Nichols on the approval and funding of EDC projects, the publication notice for FY22 projects was published. As requested by the board at the last meeting, we are bringing back the publication for final approval by the board with the understanding that any changes would have to go back to City Council again. No action is required if no changes to the original recommendation are made.

(6) c. Consider with possible action on Resolution #R2021-010, a resolution assigning each the EDC Director a position number.

Mr. Zepeda said that this Resolution was needed after the adopted restated bylaws by the EDC and City Council. It provides for each board member to be given a position number to determine their term duration as indicated in the bylaws. Matt Crable questioned how newly appointed members were to receive their position numbers with an at large appointment by City Council. After discussion, it was

determined that numbers would need to be assigned or chosen after each new appointment moving forward.

Bob Wylie motioned to approve EDC Resolution #2021-10 assigning each the EDC Directors a position number as presented. Ashley Carner seconded the motion. All present members were in favor of the motion. The motion passed.

(6) d. Discussion of SFYSA grant proposal

Mr. Zepeda spoke to update the board on the past grant request by the Santa Fe Youth Soccer Association to rebuild the soccer tournament field. After an EDC online symposium attended by Stacey Baker and Rudy Zepeda it was discovered that such grants by the EDC are not allowed. This guidance is in line with information provided by the Nichols Firm citing the liability of EDCs performing renovations to land without agreements with the property owners. Mr. Zepeda recommended that if this project was still under consideration, that the request come from the SFISD and not the SFYSA. Matt Crable asked if we had any contact with the school regarding this proposal. Mr. Leija said that Kris Bozeman, president of the SFYSA, came directly to the EDC to make the grant request. Mr. Crable indicated that we would investigate informing the school of the proposal and if they are interested in pursuing. Mr. Leija mentioned that this could potentially open the EDC to other similar requests to which Ashley Carner indicated that grants may not be something to entertain without an established program as indicated in a prior board meeting.

No action was required or taken.

(6) e. Discussion and feedback from the Nov 10th BAHEP Economic Development 101 Luncheon and scheduling the time and place for the second presentation

Mr. Leija began with a quick overview of the event then gave the floor to Ms. Carner who believed it was well attended and was informative but perhaps had more BRE discussion than actual ED 101. Overall, she felt it was well received. Mr. Bracknell also gave his feedback and thought it was very well attended more than anything that he had seen all year. The next ED 101 is recommended to be in February due to the separation of the City Manager and other retirements happening over the next several months. Bob Wylie thought we should wait until we get some new replacements. Matt Crable said we did not need to wait since this engagement was more for the citizens. After discussion it was decided to choose February 17th as the date for the next ED 101 presentation. As far as venue, Mr. Leija thinks that Hack Winery would be good if its available, otherwise it would be Hidden Palms again. Time would 6:00PM. Matt Crable asked if we could have Kimley Horn work directly with BAHEP on a program that ties to the developing comprehensive plan.

No action item was required or taken.

(6) f. Discussion of the creation of a Business Expansion and Retention (BRE) program

Mr. Leija provided a binder of ideas on the development of a BRE. He mentioned the necessity for surveys and direct engagement with local businesses. Mr. Leija requested a proposal on what a BRE should include as a program. He said that an assigned committee could be created that accumulate the data and prepare a report for the board for the plan. Having a committee with local agency members he felt would produce a better product. Matt Crable asked if we know where Kimley horn is at in their process? Mr. Leija said that KH has not started officially. Matt Crable suggested that we start the process

after Kimley Horne start on the comprehensive plan otherwise we could be getting ahead of ourselves. Using a warm touch to get basic business information was acknowledged. Mr. Crable liked the survey example presented. After discussion it was determined that the EDC would start the process of the BRE program in February after we receive additional direction from Kimley-Horn. In the interim we could begin business data collection and EDC accomplishments highlights to aide the process when it begins.

No action was required or taken.

(7) Citizen's Comments

Ms. Rene Dillon is looking forward to working in the community and contributing to welfare of the children of Santa Fe. The REC group expressed their appreciation for having them attend the meeting and was impressed with the work the board is doing.

(8) Adjournment

Ashley Carner motioned to adjourn. Matt Crable seconded. All present members were in favor of the motion. The motion passed.

Meeting concluded at 8:01PM



Fidencio Leija Jr., President

ATTEST:



Rudy Zepeda, Director