

**SANTA FE ECONOMIC DEVELOPMENT CORPORATION**  
**BOARD OF DIRECTOR MEETING**  
**DATE: July 26, 2022, AT 7:00PM**  
**SANTA FE CITY HALL COUNCIL ROOM**  
**12002 HWY. 6, SANTA FE, TEXAS**

**MINUTES**

1. **The meeting was called to order** at 7:01 p.m. Fidencio Leija, Jr.

2. **Roll Call:** Present:       Fidencio Leija, Jr.  
  Matt Crable  
  Ashley Carner  
  Bob Wylie  
  Rudy Zepeda, Finance Director  
Absent:                         Robert Bracknell  
  Gregg Vicknair  
  Blu Baillio

3. **The invocation and Pledge of Allegiance:**

The invocation was given by Fidencio Leija and the pledge of allegiance was led by Fidencio Leija.

4. **Citizens comments:** None

5. **Reports:**

a. **FM1764 Project Status Report**

Engineer Bill Manning updated the status and timeline of the ongoing FM 1764 project. He said pay application 10 is in the amount of \$26,433 for ongoing work at lift station 1 and 2. Mr. Manning said the line work is essentially 100 percent complete and once the new lift stations are in and functioning there will be some additional work to tie in the subdivision on Ave S and to remove the existing lift station from service. He said the project is still well within the budget contingency. Mr. Manning said supply chain issues have caused delays, but the estimated project completion date is around Thanksgiving with the pharmacy coming online in December. Director Matt Crable expressed his frustration with the year-long project delays stating that the problem is more than a supply chain issue and may be related to the contractor's lack of proper planning. Director Ashley Carner said the completion date is now projected for November, but she expressed her concern that the project has missed previous projection dates by over a year. Director Bob Wylie said at least no project needing to tie into the sewer system has been held up. Mr. Manning assured the board members that the contractor has not been able to anticipate the supply chain issues but is being pro-active when the issues arise by seeking out alternate materials when possible. The directors expressed concerns that the project may be further delayed if the weather does not cooperate but were assured that only lift station components are remaining and that work will not be affected by the weather.

b. Sales Tax Report July 2022 for May sales

Finance Director Rudy Zepeda reported that the July sales tax remittance is 8 percent over last year at this time which equates to a 9.6 percent total increase year to date over last year's collections. He said if collections stay on this track, we should receive an additional \$40,000 more revenue than initially budgeted.

c. Current Budget Update

Finance Director Rudy Zepeda reported that, excluding the capital project (1764), revenue exceeds expenditures by \$83,000. He said including the capital project, expenditures exceed revenue by 1.2M, as expected. Mr. Zepeda said the this trend is expected to continue for the remainder of the year so we should have a surplus at year end as anticipated.

**6. Business:**

a. Consideration and possible action: Adoption of EDC Resolution 2022-01; a resolution of the City of Santa Fe Economic Development Corporation, adopting the budget for the fiscal year beginning October 1, 2022

Finance Director Rudy Zepeda recommended that we move any outstanding construction funds for the multi-year 1764 project to next year's budget to possibly avoid a budget amendment next year when this project is anticipated for completion. He said the budget summary reflects anticipated revenue in the amount of \$883,250 and expenditures of \$389,846 which would add about \$500,000 to the fund balance. Mr. Zepeda said ending fund balance is projected to be about \$1,822,341, or about 218 months of operating expenditures. He said this budget includes additional funds for the auditor to gather statistics for inclusion in the annual financial report in order to qualify for a receipt of a prestigious budget financial reporting award from the GFOA. Mr. Zepeda said also included in this budget are additional funds for advertising for branding and outreach along with \$200,000 for the business retention and expansion program. He said other budget items are similar to last year's budget. Motion by Matt Crable, seconded by Ashley Carner to adopt the resolution adopting the SFEDC budget for the fiscal year beginning October 1, 2022. The motion passed unanimously.

**7. Comments:** President Leija reported that the city held the first Comprehensive Plan Action Committee meeting which was well attended and resulted in great input. President Leija also reported that the EDC's attorney will be closing his practice and he will recommend another legal firm to represent and provide counsel to the board for future consideration.

**8. Adjournment**

Motion by Matt Crable, seconded by Bob Wylie to adjourn. The motion passed and the meeting adjourned at 7:44 p.m.

ATTEST:

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Fidencio Leija, Jr., President

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Rudy Zepeda, Finance Director