

**CITY OF SANTA FE  
ECONOMIC DEVELOPMENT CORPORATION  
REGULAR MEETING  
SEPTEMBER 26, 2023 7:00 P.M.  
COUNCIL CHAMBERS  
12002 HWY. 6, SANTA FE, TEXAS**

**MINUTES**

The meeting was called to order at 7:31 p.m. by President Leija.

Roll Call:           Present:       President Fidencio Leija, Jr.  
  Vice-President Matt Crable  
  Director Bob Wylie  
  Director Johnny Helpenstill

                          Absent:        Secretary/Treasurer Ashley Carner, excused  
  Director Tamra Loftin, excused

Vice-President Crable gave the Invocation and President Leija led the Pledge of Allegiance to the American Flag.

**Executive Staff Reports:**

**A. Approval of the Minutes of the EDC Regular Meeting on August 29, 2023**

Director Wylie made a motion to approve the Minutes of the August 29, 2023, regular meeting of the Board of Directors of the Economic Development Corporation. Director Helpenstill seconded the motion and the motion passed unanimously.

**B. FM 1764 Project Status Report presented by Sanders Engineering**

Santa Fe Economic Development Corporation Executive Director Rudy Zepeda informed the Board that Mr. Bill Manning of Sander Engineering was unable to attend this evening's meeting, but he sent an email to Mr. Zepeda stating that the contractor has been clearing the fence line along Mr. Robert Amato's property, located on FM 1764 immediately south of Anna Court, as agreed to in the August 29, 2023, meeting. Mr. Zepeda further stated that Mr. Manning does not yet have the final change order documentation that was also discussed in last month's meeting; however, Mr. Manning advised that the remaining amount will be less than the original quote.

Director Wylie added that he passed by the property yesterday and has noticed progress on the clearing and cleaning of the property.

**C. Sales Tax Report September for July 2023 Sales**

Economic Development Corporation Executive Director Rudy Zepeda gave an overview of the September 2023, Sales Report for July 2023. Mr. Zepeda stated that sales tax is up 21% from July 2022, and up 11% year-to-date, which is expected to be 9.6% over the adopted budget. This equates to approximately \$84,000 over the projected budget of \$958,753.

**D. Current Budget Update August 2023**

Economic Development Corporation Executive Director Rudy Zepeda presented the most recent update on the current budget for the period ending August 31, 2023:

- Current revenue - \$817,955
- Current expenses - \$661,458
- Current net revenues over expenses - \$156,496
- Over budget - \$552,500

In response to Vice-President Crable's inquiry into whether these figures include the payoff of the Excavation Contribution Project for the purchase of a new Gradall, Mr. Zepeda responded that they do not.

### **E. Development Update**

Economic Development Corporation Executive Director Rudy Zepeda presented an overview of the Community Services monthly report for August 2023, created by Community Services Director Georgia Carmack:

- Total permits issued - 390
- Permits issued for New Residential Construction - 120
- Fees collected - \$51,272
- Completed inspections - 336
- The statuses of the five subdivisions currently under construction
- The statuses of the four major projects in progress
- The completed project - Victorious Assisted Living, located at 3811 FM 646, Santa Fe, Texas

President Leija was compelled to clarify, due to extensive public interest and misinformation, that the progress on the construction of Whataburger is still ongoing, stating that the Texas Department of Transportation permit has been obtained and they are waiting for the shopping center to submit a demolition permit and asbestos survey to proceed.

### **Citizens' Comments:**

There were no comments from citizens.

### **VI. Business:**

#### **Public Hearing:**

President Leija opened the Public Hearing at 7:39 p.m.

Economic Development Corporation Executive Director Rudy Zepeda advised that this Public Hearing is the next step in the consideration of the proposed awarding of funds to the City of Santa Fe in the amount of \$157,692 for the 'Excavator Contribution Project' to advance economic development, and that the Santa Fe City Council will have a second reading at the City Council meeting this Thursday, September 28, 2023.

President Leija added that the Economic Development Corporation Board members had, in prior meetings, decided to move forward with the consideration of partnering with the City of Santa Fe to purchase the Gradall to help clear out ditches to help improve drainage and mitigate flooding, thereby benefitting numerous local businesses.

There were no comments from citizens.

President Leija closed the Public Hearing at 7:41 p.m.

**A. Consider with possible action: Approval of contract with Bay Area Houston Economic Partnership (BAHEP) for the 2023-2024 fiscal year**

Economic Development Corporation Executive Director Rudy Zepeda advised that this is the annual agreement that the Economic Development Corporation (EDC) has in place with Bay Area Houston Economic Partnership (BAHEP). Mr. Zepeda stated that in the new contract, BAHEP has added the option of allowing not only EDC Board members, but also City staff and elected officials to take advantage of their services. The annual cost is \$7,600.

President Leija advised that BAHEP is a longstanding organization that has established itself as a facilitator leadership opportunities and extended marketing initiatives. Vice-President Crable stated that BAHEP updates on Santa Fe's growth and because of that exposure, membership in BAHEP will help bring opportunities to the City of Santa Fe.

Vice-President Crable made a motion to approve the contract with BAHEP for the 2023 – 2024 season and Director Helpenstill seconded the motion. The motion passed unanimously.

**B. Presentation of service award for outgoing members**

Economic Development Corporation Executive Director Rudy Zepeda, on behalf of the Economic Development Corporation (EDC), publicly thanked the outgoing EDC Board members for their leadership and participation. Vice-President Crable also expressed his appreciation to the outgoing members, saying that he enjoyed working with them and is proud of what they were able to accomplish as a Board.

Communications Specialist Laurie Tollett presented a plaque of appreciation to outgoing Board members Gregg Vicknair and Fidencio Leija. Outgoing Board member Ashley Carner was not in attendance.

**C. Discussion and possible action regarding attendance at 2023 Texas Municipal League Economic Development Conference, Bastrop, TX, November 16 – 17, 2023**

President Leija recommended to the incoming Board members that they attend the Texas Municipal League Economic Development Conference in Bastrop, Texas, on November 16 – 17, 2023, stating that they will be able to learn a great deal about economic development.

In response to Vice-President Crable's question regarding availability of funds for conferences, Economic Development Corporation Executive Director Rudy Zepeda, stated that he has budgeted funds for all of the Board members to attend various conferences and events throughout the fiscal year.

**VII. Citizens' Comments and Announcements**

Vice-President Crable, who also serves as on the Santa Fe Independent School District Board of Trustees, advised that there will be a \$93,000,000 bond on the ballot for the November 2023, election. Vice-President Crable explained that the bond is primarily to build a campus for 5<sup>th</sup> and 6<sup>th</sup> graders but will also cover the expansion of Santa Fe High School's Career and Technical Education Department, and critical maintenance items.

Terri O'Connell, who serves on the Board of Directors of the Santa Fe Chamber of Commerce, extended an open invitation to the Board and to the public to attend the monthly Chamber Mixer which will be held on October 4, 2023, from 5:30 p.m. – 7:30 p.m. in the shopping center that contains Bilmar Homes, Glitz Hair Salon, Chief Nutrition, and Honey Bee Boutique. Mrs. O'Connell explained that the Chamber Mixer highlights small businesses in Santa Fe regardless of Chamber membership and added that light refreshments will be served.

President Leija brought attention to Hispanic Heritage Month, which was started as Hispanic Heritage Week by President Lyndon B. Johnson in 1968, and extended to Hispanic Heritage Month in 1988, by President Ronald Reagan and runs from September 15, 2023 – October 15, 2023.

President Leija recognized the contributions by those of Hispanic descent who dedicate their lives to making improving communities by their leadership and examples, including Economic Development Corporation Executive Director Rudy Zepeda. President Leija also recognized those who serve in the military who are also part of the Hispanic community.

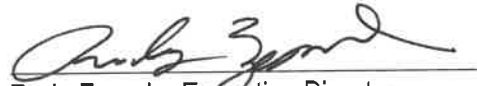
**VIII. Summary of action from this agenda; Request for future agenda items; Scheduling future meetings**

Economic Development Corporation Executive Director Rudy Zepeda advised that the next Economic Development Corporation meeting will be held on Tuesday, October 31, 2023, at 7:00 p.m. and will be operating with a full board, since the Santa Fe City Council will be appointing the last open position at their meeting on October 12, 2023.

**IX. Adjournment**

Vice-President Crable made a motion to adjourn, and Director Wylie seconded the motion. The meeting adjourned at 7:52 p.m.

ATTEST:

  
Rudy Zepeda, Executive Director

  
Bob Wylie, President