

**CITY OF SANTA FE
ECONOMIC DEVELOPMENT CORPORATION
REGULAR MEETING
FEBRUARY 27, 2024 7:00 P.M.
COUNCIL CHAMBERS
12002 HWY. 6, SANTA FE, TEXAS**

MINUTES

The meeting was called to order at 7:00 p.m. by President Bob Wylie.

Roll Call: Present: President Bob Wylie
Vice-President Matt Crable
Secretary/Treasurer Terri O'Connell
Director Johnny Helpenstill
Director Pam Schwertner
Director Ryan McCamy
Director Gary Summerville

Absent: None

The Invocation was given by Director Helpenstill, and the pledge to the U.S. Flag and to the Texas Flag was led by President Wylie.

Citizens' Comments

There were no comments from citizens.

Reports

a. Announcement and introduction of the new EDC Coordinator

Executive Director Rudy Zepeda introduced new Economic Development Corporation (EDC) Coordinator, Jesica Portie. Ms. Portie introduced herself and expressed her eagerness to start in her new role. President Wylie praised Mr. Zepeda for his diligence in finding an EDC Coordinator who would be a good fit for the Board.

b. Approval of Board Minutes from the Regular Meeting of January 30, 2024

Motion by Secretary/Treasurer O'Connell to approve the Minutes from the Regular Meeting on January 30, 2024, seconded by Director Summerville, and the motion passed the roll call vote unanimously.

c. FM 1764 Project Status Report

Bill Manning with Sander Engineering gave an updated status of the FM 1764 Project:

- There are no current payment applications
- Several water lines had to be rerouted to avoid existing utilities and, therefore, recommends approval of Change Order #1 for \$53,248.72 for this work, which still leaves the project under budget
- Project walk-through inspection is estimated to take place on April 26, 2024
- All punch list items have been completed, with the exception of the hydromulching of St. Augustine grass that Robert and Dedra Amato, property owners where Lift Station No. 1 is located at the corner of Anna Ct. and FM 1764, had requested.

Mr. Manning explained that he has been told by suppliers that St. Augustine grass is not produced in abundant quantities to make it commercially viable for hydromulching. Mr. Manning further explained that after presenting several viable alternatives, Mr. Amato declined, stating that he would rather have the entire 1.05-acre site resodded.

After lengthy discussion, the Board agreed to offer Mr. Amato the choice of hydromulching of an alternative grass or the \$5,040 cash equivalent. Executive Director Rudy Zepeda advised that he would devise an agreement for to present to Mr. Amato and update the Board at the March Economic Development Corporation (EDC) meeting.

Mr. Manning stated that the Project is currently \$241,000 under budget and that he would work with Reddico to prepare its final pay estimate so that the EDC can close out its contract with Sander Engineering and Reddico.

d. Current Budget Update & Financial Statements, period ending January 2024

Economic Development Corporation (EDC) Executive Director Rudy Zepeda gave an overview of the current budget and financial statements as of January 31, 2024:

- Current Revenue \$128,884
- Current Expenses \$23,012
- Current Net Revenue over Expenses \$105,871
- Ending Fund Balance \$3,114,972

e. Sales Tax Report January 2024

Executive Director Rudy Zepeda gave an overview of the Sales Tax Report ending January 31, 2024 for December 2023 Sales:

- Fiscal Year 2024 Budget \$962,000
- Fiscal Year 2024 Projected \$969,098
- Down 3.8% from December 2022
- Up 10.8% Year-to-Date

f. Current Economic Development Status Report

Executive Director Rudy Zepeda presented an overview of the Community Services Department for January 2024:

- Total Permits issued - 445 (compared to 350 permits in January 2023)
- New Residential Construction Permits issued - 68 (compared to 81 in January 2023)
- Collected - \$39,674 (compared to \$28,055 in January 2023)
- Completed Inspections - 253 (compared to 219 in January 2023)

Mr. Zepeda also referred the Board to the report that was created by Community Services Director Georgia Carmack for updates on the subdivisions and major commercial projects.

6. Old Business

a. Discussion and direction regarding the branding and logo for the Economic Development Corporation

Executive Director Rudy Zepeda asked for the Board's direction on adopting a logo for the Economic Development Corporation (EDC). Mr. Zepeda presented logo artwork that had been submitted. President Wylie explained that he needs to meet with the Santa Fe High School teacher who wanted to get the Graphic Arts students involved in submitting their designs.

The Board discussed possibly adopting one of the existing submissions. Mr. Zepeda advised that the prospective logo would need to be able to be reproduced on letterhead, on shirts, on promotional materials, etc. The Board ultimately decided to defer the adoption of the EDC logo until they received more submissions and to modify an existing design that was submitted by Director Schwertner.

7. New Business

a. Presentation by Bay Area Houston Transportation Partnership

Bay Area Houston Transportation Partnership (BAYTRAN) President & CEO Amy Skicki gave a presentation on BAYTRAN's mission, which is to "enhance regional mobility by advocacy for improved infrastructure and air quality, reducing traffic congestion, and cultivating relationships with communities, business leaders, and elected/appointed officials that result in positive transportation solutions".

Ms. Skicki explained that BAYTRAN serves Galveston, Brazoria, Chambers, and Harris Counties and that its Board of Directors is made up of eighteen (18) local leaders and business professionals.

Ms. Skicki added that the Santa Fe Economic Development Corporation (EDC) could benefit by potential membership in BAYTRAN with:

- Advocacy & Education
- Agency Coordination
- Business Development
- Transportation Management

Ms. Skicki concluded that there are several cities that do not have a water infrastructure in place, so she would like to develop a Water Committee to address those issues.

Secretary/Treasurer O'Connell expressed her concerns with finding resolution with the Texas Department of Transportation (TxDOT) on various issues throughout the city and Ms. Skicki responded that a benefit of partnering with BAYTRAN would be assisting with the facilitation of those resolutions between TxDOT and the cities.

In response to Secretary/Treasurer O'Connell's question on the cost of membership, Ms. Skicki responded that \$2,500 would cover annual fees for the Santa Fe EDC.

President Wylie expressed his appreciation to Ms. Skicki for her presentation and informed her that they would include BAYTRAN membership in their next Budget Workshop for consideration.

8. Citizens' Comments

Secretary/Treasurer O'Connell, who also serves on the Santa Fe Chamber of Commerce (the Chamber), announced that the Chamber's Sunrise Santa Fe event will take place tomorrow morning at Lone Star Pharmacy and Your Family Healthcare at 7:45 a.m.

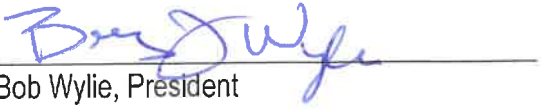
Secretary/Treasurer O'Connell also announced that the Chamber's monthly luncheon will be held on March 13, 2024, at Hidden Palms.

Director Summerville asked for information about the possibility of Tower Road being extended to Tower Road. President Wylie responded that the land in that area will be developed by a company called Megatel for commercial and residential use, and that Tower Road will be extended to accommodate that development, but will not reach FM 517.

Motion by Vice-President Crable to adjourn the meeting, seconded by Director Helpenstill. The motion passed and the meeting adjourned at 8:13 p.m.

ATTEST:


Rudy Zepeda, Executive Director


Bob Wylie, President