

**SANTA FE ECONOMIC DEVELOPMENT CORPORATION
BOARD OF DIRECTOR'S SPECIAL MEETING
AUGUST 18, 2020 6:30 P.M.
SANTA FE CITY HALL COUNCIL CHAMBERS
12002 HWY. 6 SANTA FE, TEXAS**

MINUTES

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

2. Roll Call: Fidencio Leija, Jr.
 Matt Crable
 Ashley Carner
 Robert Bracknell
 Greg Vicknair, arrived at 6:40p.m.
 Bob Wylie
 Blu Baillio
 Chris Nichols, Attorney - Absent
 Stacey Baker, Director

3. The invocation and pledge was given by Blu Baillio.

4. Citizens Comments and recommendations:

None

5. Reports:

a. Review and approval of the minutes from July 28, 2020

A motion was made by Blu Baillio and seconded by Bob Wylie to approve the minutes as presented. The motion passed unanimously.

6. Business

a. Update from Drainage District #1 regarding the Ave P drainage project

Stacey Baker advised she received a phone call from Dennis Wagner with the update for the possible drainage project on Ave. P. Dennis Wagner stated that the board approved Brown and Gaye to move forward with research and cost estimates for the drainage project that will effect Ave Q through Castle Estates and Hwy 6 to the large drainage ditch north of the post office. They will have additional information within the next couple of weeks.

b. Discussion and possible: Review and approve a budget amendment and resolution for the 2019-2020 budget year ending September30, 2020.

Stacey Baker advised a budget amendment was necessary to move the webmail services out of the line item for office equipment and put it in special services line item by itself. Stacey also advised that the line item for the appropriated fund balance needed to be adjusted due to the last budget amendments.

A motion was made by Bob Wylie and seconded by Matt Crable to approve the amendments. The motion passed unanimously.

c. Discussion and possible action: Discuss the proposed budget for the 2020-2021 year

Stacey Baker explained that she anticipates more bills to come in along with additional deposits. She advised that she did a rough estimate of the deposits and bills. She budgeted for the remainder of the FM 1764 sewer project, added the contribution to the city for the excavator, increased the amount of the administrative staff support, and advised that the auditing services through Cambiano and Cambiano will need to increase due to the amount of work has to be performed for the audit. She also advised that WCID8 paid the last payment that was owed from the FM 646 project from three years ago. The board advised they would like to see how the city came up with the estimate of the fee for support, the contract and agreement regarding from the FM 1764 sewer project, and documentation of the percentage of the project that has been completed. Stacey Baker advised she will produce the information requested and request from James Newman the contract for Sander Engineering. She advised that Sander Engineering was chosen by WCID8 and the EDC and WCID8 signed an interlocal agreement regarding the project and the project was agreed upon through City Council and that City Council has overall decisions regarding the EDC projects.

There was a brief discussion regarding hiring a person strictly to do EDC since the workload has increased, especially if the bylaws are expanded and more project and opportunities arise for the EDC to participate in. Stacey Baker advised that the EDC attorney should be involved to answer questions regarding hiring another employee out right under the EDC or through the city and the EDC reimburse the City of Santa Fe. Fidencio Leija, Jr. advised that he has seen the workload that Stacey has and if the bylaws are expanded, she will not be able to just do the EDC work since she should be mostly dedicated to the City of Santa Fe.

Stacey advised that at the next meeting we could discuss the budget in more detail and hopes to have the invoice from the engineer's office for the work performed in August. The budget needs to be presented to City Council for approval mid September. She also advised that President, VP, and Secretary/Treasurer will need to be voted on at the next meeting and the renewal of Cambiano's contract.


No action was taken at this time due to pending bills and funds coming in. This item will be revisited.

7. Citizens comments regarding today's agenda

No citizens comments

8. Adjournment

A motion was made Matt Crable and seconded by Robert Bracknell to adjourn at 7:45 p.m. The motion passed unanimously.



Fidencio Leija, Jr., President

ATTEST:



Stacey Baker, Administrative Services Director