

**CITY OF SANTA FE  
SPECIAL COUNCIL MEETING  
SEPTEMBER 29, 2015 7:00 P.M.  
COUNCIL CHAMBERS  
12002 HWY. 6  
SANTA FE, TEXAS**

**MINUTES**

The meeting was called to order at 7:05 p.m. by Mayor Jeff Tambrella.

Roll Call: Present: Mayor Jeff Tambrella  
Mayor Pro-tem Bubba Jannett  
Councilmember Pat McCrary  
Councilmember Corey Jannett  
Councilmember Charles Coleman  
City Manager Joe Dickson  
City Secretary Janet L. Davis  
Absent: Councilmember Joe Carothers, excused  
City Attorney Ellis J. Ortego, excused

The pledge of allegiance to the U. S. Flag and to the Texas Flag was led by City Manager Joe Dickson.

Business:

1. Consideration and possible action: Authorizing Mayor to execute agreement for retail recruiting services

City Manager Joe Dickson said Retail Coach has rescinded their offer to work with Santa Fe since they also work for the City of La Marque. He said he spoke with the city manager of La Marque and they do not have an issue with Retail Coach working for both cities. Mr. Dickson said he will speak with a representative from Retail Coach in the morning to discuss the reasons they feel this may be a conflict.

Mr. Dickson said Retail Coach was proposing a cost of \$24,120 for their retail recruiting services, including travel, so we were not required to meet the state's competitive bid statute. Councilmember Bubba Jannett said Retail Coach will reduce the second-year fees by 50 percent. Buxton's proposal was \$50,000, so we are looking to see if we need to meet the competitive bid statute or if these type services are exempt from those requirements. Buxton provided a sole source statement to satisfy our purchasing requirements stating that they provide a unique service to their clients. Councilmember Coleman said other entities may be using EDC funds rather than the city's general fund so the purchasing requirements may be different. Mr. Dickson said both vendors will be able to have our information ready for the November ICSC conference so we can be represented among some of the largest retailers. Council said they preferred the personal attention provided by Retail Coach and their cost was less than half of the quote by Buxton.

Council discussed the immediate need to do something to promote our city, in light of a few businesses (Builder's First Choice, the feed store) leaving town and asked the city manager to communicate again with Retail Coach and perhaps discuss a multi-year agreement. Council also recommended we call our economic development advisor to see if there are any other vendors that provide this type of service.

Motion by Councilmember Bubba Jannett, seconded by Councilmember McCrary to authorize the Mayor to negotiate with and execute an agreement with Retail Coach for retail recruiting services. The motion passed the roll call vote unanimously.

Motion by Councilmember Bubba Jannett, seconded by Councilmember McCrary to adjourn. The motion passed and the meeting adjourned at 7:37 p.m.

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JEFF TAMBRELLA, MAYOR

ATTEST:

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Janet L. Davis, City Secretary