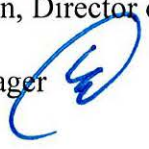


**CITY OF SAN ANTONIO
OFFICE OF THE CITY MANAGER**

TO: Brenda Hicks-Sorensen, Director of Economic Development

FROM: Erik Walsh, City Manager 

COPY: Executive Team
Andy Segovia, City Attorney
Troy Elliott, Chief Financial Officer

DATE: September 10, 2025

SUBJECT: Direction Regarding SBEDA Ordinance Application to Certain Contracts

This memo serves to direct the exercise of administrative discretion in the application of the Small Business Economic Development Advocacy (SBEDA) Ordinance requirements.

Effective immediately, the Economic Development Department is directed to proceed with contracting support activities for small businesses without applying race or gender conscious SBEDA ordinance-related Affirmative Procurement Initiatives.

This operational direction is consistent with the City's authority under the ordinance and is intended to support the efficient and legally sound execution of City's procurement and economic development practices while safeguarding and maintaining alignment with City's broader objectives.

Please ensure this directive is documented in contract files and referenced in related procurement communications and compliance records as appropriate.

If you have any questions or require further clarification, please contact my office directly.