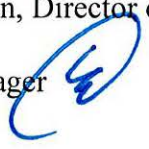


**CITY OF SAN ANTONIO  
OFFICE OF THE CITY MANAGER**

**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.