



**Friendswood Downtown Economic Development Corporation
Board Meeting**

Tuesday, August 13, 2019 at 4:00 PM

Friendswood Public Library

Meeting Room

416 S. Friendswood Drive, Friendswood, Texas 77546

MINUTES

1. Call to order and roll call of Board Members

Present: President Dr. Pat McGinnis, Vice President Arden "Trey" Hill,
Secretary/Treasurer Paul Marx, Dr. Rebecca Hillenburg, Elmer "Bubba" Johnson
Absent: Ron Cox, Alton Todd
Staff: Karen Capps
Councilmember Sally Branson

2. Public comments

Linda Richard stated that she would like to see that the EDC covers the whole city, not just the downtown area. Ms. Richard stated that she recently met the mayor of a nearby city and learned that EDCs are very common.

3. Consider and take action on approval of minutes:

A. July 9, 2019

Dr. Rebecca Hillenburg made a motion to approve the July 9, 2019 meeting minutes, second by Arden "Trey" Hill. All in favor, motion carried unanimously.

4. Discussion and possible action regarding

A. Downtown Improvement Plan Next Steps:

- Lighting Plan**
- Crosswalks**
- Grants**

Karen Capps reported that City Council approved Gandy2's lighting plan proposal on August 5 which authorized the FDEDC President to sign. The signed contract was sent to Lance Gandy on August 6 and a purchase order was issued. She will check on how long it will take for the lighting proposal to be completed. Resident, Eron Smith, has been out of town but stated he is checking on costs for various light poles. Ms. Capps said she has a new contact for TXDOT and hopes to hear back with approval of the crosswalks soon. The Board discussed applying for a grant with the Texas Downtown Association. If approval from TXDOT is received by the end of the month for the crosswalk project, a grant application will be submitted.

5. Financial Report

A. July Financial Report

Karen Capps reported that July's sales tax revenue was \$42,554, interest earnings were \$1,428. Expenditures were \$1,333 for the monthly staff services agreement and \$114 for two acorn stencils. The ending fund balance as of July 31, 2019 was \$943,345. Arden "Trey" Hill made a motion to accept the financial report, second by Elmer "Bubba" Johnson. All in favor, motion carried unanimously.

6. Staff report/updates

Karen Capps reported the FDEDC's annual report to City Council will be on Monday, September 9 at 7 p.m. The City is utilizing a new agenda and minutes software so the agendas and minutes may look slightly different. A report on the status of downtown commercial properties was also given.

7. Members' comments

Elmer "Bubba" Johnson stated that some projects will have perpetual maintenance costs, and for the Board to keep this in mind when budgeting.

8. Future meeting dates:

A. September 10, 2019

9. Adjournment

The meeting adjourned at 5:24 p.m.