



**Friendswood Downtown Economic Development Corporation (FEDDC)
Meeting Minutes of May 11, 2021
City Hall Council Chambers
910 S. Friendswood Drive, Friendswood, Texas 77546**

1. Call to order

The meeting was called to order at 5 p.m. with a quorum present.

Present: Dr. Patrick McGinnis, President; Arden "Trey" Hill, Vice President; Paul Marx, Secretary/Treasurer; Elmer "Bubba" Johnson Member; Alton Todd, Member; Rebecca Hillenburg, Member; Ron Cox, Member

Staff members present: Steven Rhea, Aubrey Harbin

2. Citizen comments

None

3. Consider and take action on approval of minutes

Johnson made a motion to approve the March 9, 2021, meeting minutes, seconded by Hillenburg. All in favor, motion carried unanimously.

4. Discussion and possible action

A. Discuss and take possible action regarding the Downtown Lighting Plan and TxDOT Curbs, Ramps, Sidewalks, Traffic Signals Project

Rhea explained that the Engineering Department was working to obtain easements where needed for the sidewalks. TxDOT not installing sidewalks between Spreading Oaks and Stonesthrow due to the existing oak trees in front of Friends Church. Staff has requested any alternative options. Marx asked if the street light conduit was still going to be installed and Rhea said he would find out. Todd asked if it was because of cost or inability to which Rhea stated that it was due to potential damage to the trees. McGinnis suggested an alternate surface such as small pebbles; Rhea explained that the sidewalks must be ADA compliant. Church may be able to add something later, but for now the accessible route will cross FM 518 at Spreading Oaks and then come back at Stonesthrow.

Hill and Cox suggested that decomposed granite provides a good surface and drains well, which is the material used on the trail at Stevenson Park. Ultimately McGinnis suggested moving forward with the project and working with the church later. Rhea announced that the TxDOT project would start in May and be complete by December 2021.

B. Discuss and take possible action regarding Downtown District Signage and Branding

Rhea stated that a Request for Proposals (RFP) was advertised by the Engineering Department and proposals were due back by May 20, 2021. Submittals will be reviewed by Staff. Depending on how many submittals are received, an aggressive timeline might allow the proposals could be presented to the Board at the June 8 meeting with potential Council approval in July. Previous input was that the board wanted to see all submittals. Hillenburg requested a copy of the RFP. It was decided that the Board would review summary score sheets of the proposals, but would also have access to the full documents if needed.

Rhea also announced that Keep Friendswood Beautiful received a \$250,000 award from TxDOT and they may be able to contribute towards FDEDC projects. They are getting specifications from TxDOT on how the money can be spent.

5. Reports

A. Receive and discuss the Downtown District projects schedule

Rhea provided a project timeline for the various projects including TxDOT curb, ramps and sidewalks project, signage and branding, and lighting.

B. Receive and discuss the Friendswood Downtown Economic Development Corporation Financial Report for April 2021

Steven Rhea reported that April's sales tax revenue was \$41,523 and interest earnings were \$1,387. Expenditures were \$0. The ending fund balance as of April 30, 2021 was \$1,957,429.

6. Comments

A. Receive comments from staff members

Rhea explained that in April he gave a presentation for the HGAC Bringing Back Main Street program to present information on how we received the funding from TxDOT for the Curbs, Ramps and Sidewalk project emphasizing that having a plan is key to receiving funding.

B. Receive comments from board members

Hill stated that perseverance and many years of work have led to this point. He also said that it is a good thing that other groups such as KFB want to contribute.

Cox agreed and said that relationships and knowing the groups you are working with are also beneficial.

McGinnis suggested inviting past members of committees to the groundbreaking ceremony.

Hillenburg said that she appreciates the productivity by staff and also thanked Joe Gonzales for helping to unify the board in the beginning stages.

7. Adjournment

With no further business to discuss, the meeting was adjourned at 5:38 p.m.