



Friendswood Downtown Economic Development Corporation (FEDDC)
Meeting Minutes of June 8, 2021
City Hall Council Chambers
910 S. Friendswood Drive, Friendswood, Texas 77546

1. Call to order

The meeting was called to order at 4 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; and Ron Cox, Member

Absent: Rebecca Hillenburg, Member; Steven Rhea, Assistant City Manager

Staff members present: Aubrey Harbin

Councilmembers: Sally Branson

2. Citizen comments

Councilmember Sally Branson announced that a new mural is being painted on the fence at the Brown Museum by McKenna Giamfortone, and that the mural will be revealed at the Labor Day Ice Cream Social at the Museum.

3. Approval of Minutes

Consider the approval of the minutes of the Friendswood Downtown Economic Development Corporation Meeting held on May 11, 2021. Cox made a motion to approve the May 11, 2021, meeting minutes, seconded by Marx. All in favor, motion carried unanimously (6 to 0).

4. Discussion and possible action

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

Harbin explained the project timeline received from TxDOT and updates which included the following: Weather conditions pushed construction start to June 14th; project to be completed in sections starting at Whispering Pines; groundbreaking scheduled for Tuesday, June 15th at 9:30 AM next to Friendswood Public Library; TxDOT confirmed electrical conduit will be placed in front of Friends Church within the right-of-way; and City Engineering Department will begin working with HDR Engineering and Gandy² Lighting Design to compile RFP for Downtown lighting project in late June.

There was discussion about locations of future benches. Lauren Griffith and Associates recommended creating spaces for people to gather under trees and enjoy shade rather than sit and stare at traffic in the direct sun. Harbin explained that the Zoning Ordinance requires a 15-foot parkway to allow for the benches, lights and pavers. The 8-foot sidewalk is required to be unobstructed and that with the new TxDOT sidewalks, in the future, property owners would likely need to add a bump out to install the benches. Cox suggesting reviewing the plan to determine if there are any areas that would accommodate some gathering areas.

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

Harbin explained that only one (1) proposal was submitted from Complete Signs, LLC doing business out of Dothan, Alabama, which is a company that primarily creates LED signage. After review, Staff

recommends to not award any contract at this time and continue discussions with KFB for possible joint project. Planning meeting with KFB scheduled for late June.

Hill stated that we may need to reach out to local companies and McGinnis stated that we need to stay within the purchasing rules for local government. He also suggested that Lauren Griffith or City of Pearland may be able to suggest some sign companies.

Motion to decline received bid: Hill

Second: Cox

Vote: 6 to 0

5. Reports

A. Receive and discuss the Downtown District projects schedule

Harbin 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 May 2021

Harbin reported that May's sales tax revenue was \$67,904 and interest earnings were \$303. Expenditures were \$0. The ending fund balance as of May 31, 2021 was \$2,024,303...which finally broke the \$2 million dollar mark.

6. Comments

A. Receive comments from staff members

Harbin reported that a presentation was given to Friendswood Rotary on May 26th which provided details on how and why the FDEDC exists as well as an update on Downtown projects.

B. Receive comments from board members

7. Adjournment

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