



**Friendswood Downtown Economic Development Corporation (FDEDC)
Meeting Minutes of June 11 – 4:00 P.M.
City Hall Council Chambers
910 S. Friendswood Drive, Friendswood, Texas 77546**

1. Call to order

The meeting was called to order at 4:00 p.m. with a quorum present.

Present: Dr. Rebecca Hillenburg, Vice President; Arden Trey Hill, Member; Paul Marx, Secretary/Treasurer; Scott Mackenzie, Member

Staff members present: Steven Rhea, Assistant City Manager; Karen Horner, City Attorney; Aubrey Harbin, Director of Community Development

Councilmembers: Sally Branson

Absent: President; Elmer “Bubba” Johnson, Ron Cox, Member; Chris Richardson, Member; Kristina Cuellar, Secretary

2. Citizen comments

None.

3. Approval of Minutes

Consider the approval of the minutes of the Friendswood Downtown Economic Development Corporation Meeting held on February 13, 2024.

Motion to Approve: Hill

Second: Marx

Vote: 4/0 Approved

4. Work Session Topics

A. Receive a presentation and discuss the Friendswood Hometown Heroes Program.

Friends of Downtown Friendswood Association (FDFA) president Meg Crowley and member Richard Sasson presented an update on the launch of the Friendswood Hometown Heros Banner Program to the committee. The banners were installed before Memorial Day and will remain until after Independence Day. There were mounting issues on seven of the new light poles during the installation. Contractor Pfifer and Sons, who installed the poles, contacted the pole vendor to correct the mounting problem. There is an anticipated increase in the number of submissions for 2025; Crowley thanked FDEDC and the City of Friendswood for allowing the Friendswood Hometown Heros Banner Program to use the new light poles.

B. Discussion regarding future Friendswood Downtown Economic Development Corporation projects.

Rhea gave updates on the two possible future projects for FDEDC: overhead wire relocation and the painting of electrical boxes. Staff is in discussion with the providers, Comcast, AT&T, and Texas New

Mexico Power, for the overhead wire relocation. Marx is in communication with AT&T for estimates and options. Comcast's estimate is \$565,000.00. Keep Friendswood Beautiful will present a proposal to FDEDC at the next meeting to paint/wrap electrical boxes throughout Downtown Friendswood with an estimate of \$15,000 - \$25,000.

5. Reports

A. Receive and discuss the TxDOT Curbs, Ramps, Sidewalks, and Traffic Signals Project report.

Rhea stated that per TxDOT, the project is 95% complete; a small punch list of items needs to be completed, including relocating one pedestrian signal placed on top of a water valve.

B. Receive and discuss the FM 518 Illumination Project report.

Rhea informed the group that half of the 35 properties that required an easement had been obtained. The contractor will mobilize in the next week or two to continue installation. Hillenburg is concerned about safety hazards for the Fourth of July festivities. Rhea will contact the contractor to verify if things will be wrapped up by July 4th, and if they are not, ask them to ensure safety measures for citizens.

C. Receive and discuss the Friendswood Downtown Economic Development Corporation Financial Report for January 2024.

Rhea presented the updated financial report with a \$2,585,528 Beginning Fund Balance for May 2024, added revenue of \$82,354 and expenditures of \$1,334 including staff services. The ending fund balance is \$2,666,548 with an Unencumbered Fund Balance for May 2024 of \$1,810,103.

6. Adjournment

With no further business to discuss, the meeting was adjourned at 4:41 p.m.