



**Friendswood Downtown Economic Development Corporation (FDEDC)
Meeting of the Board of Directors
Meeting Minutes of March 13, 2018
Friendswood Public Library, Meeting Room
416 S. Friendswood Drive, Friendswood, Texas 77546**

1. Call to order and roll call of Board Members

The meeting was called to order at 4:01 p.m. with a quorum present.

Present: President - Ron Cox, Vice President - Alton Todd, Secretary/Treasurer - Dr. Pat McGinnis, Dr. Rebecca Hillenburg, and Elmer "Bubba" Johnson, Jr., Paul Marx.

Staff member present: Karen Capps

Also present: Lauren Griffith and Cheryl Huffman - Lauren Griffith Associates; Councilmember Mike Foreman; and residents Robert Griffon and Philip Ratisseau.

Absent: Arden "Trey" Hill

2. Citizen comments

Robert Griffon stated that he is running for City Council and recently visited the senior activity center. Councilmember Mike Foreman announced that he is running for Mayor and applauded the good work being done by the Board, specifically the removal of poles and lines and moving forward with a downtown improvement plan.

3. Consider and take action on approval of minutes

Dr. Pat McGinnis made a motion to approve the February 13, 2018 meeting minutes, second by Dr. Rebecca Hillenburg. All in favor, motion carried unanimously.

4. Discussion and possible action regarding the downtown Improvement Plan with Lauren Griffith Associates (LGA)

Ms. Griffith and Ms. Huffman reviewed a preliminary schedule of activities with the Board. The LGA team is currently researching and reviewing regulatory documents and receiving GIS files to prepare a site inventory and assessment of ownership and uses of downtown land parcels. The Board reviewed a draft survey and feedback was provided. Ms. Griffith stated the issues to be addressed for downtown are the lack of a sense of arrival, overall identity, wayfinding/destination, amenities, and streetscaping. Goals and objectives for the Downtown Improvement Plan were also discussed and the organizational grouping of stakeholders into six stakeholder meetings. The Board decided to meet on Tuesday, March 27 to discuss and finalize the draft invitation letter, goals and objectives, meeting schedule, and board members' assignments for attendance at stakeholder meetings.

5. Financial Report

Karen Capps reported that February sales tax revenue was \$61,094, which is higher than normal due to the two month lag time of when revenues are collected and paid to the city. February's payment is for sales tax paid in December. The ending fund balance as of February 28, 2018 was \$373,121.

6. Staff updates

Karen Capps provided an update on properties under development or planned in downtown.

8. Member Comments

Dr. Pat McGinnis stated that he has been receiving positive feedback from residents about the work that the Board is doing. Dr. Rebecca Hillenburg stated that it was good to see pictures of the FDEDC's Poles and Wires Removal project included in the Mayor's annual State of the City presentation. Ron Cox stated that he attended the Community and Economic Development Committee's meeting last week and gave an overview of the FDEDC. He will also speak to the Friends of Downtown Friendswood Association and Friendswood Rotary Club.

9. Future meeting dates

March 27 and April 10

10. Adjournment

With no further business to discuss, the meeting was adjourned at 6:13 p.m.

Patrick McGinnis, FDEDC Secretary/Treasurer