



**Friendswood Downtown Economic Development Corporation (FDEDC)
Meeting of the Board of Directors
Meeting Minutes of March 18, 2019
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 4:05 p.m. with a quorum present.

Present: Vice President Dr. Pat McGinnis, Secretary/Treasurer Arden "Trey" Hill, Dr. Rebecca Hillenburg, Elmer "Bubba" Johnson, and Paul Marx.

Absent: Alton Todd and Ron Cox

Staff members present: Karen Capps and Aubrey Harbin

Also present: Councilmember Sally Branson and Lauren Griffith

2. Citizen comments

None

3. Consider and take action on approval of minutes

Arden "Trey" Hill made a motion to approve the February 12, 2019 meeting minutes, second by Elmer "Bubba" Johnson. All in favor, motion carried unanimously.

4. Discussion and possible action regarding next steps to implement the Downtown Improvement Plan

The Board discussed with Lauren Griffith moving forward with a lighting design plan utilizing her services as the lead consultant. The proposal includes landscape architecture services by Lauren Griffith Associates and Gandy 2 Lighting Design as lighting consultant to assist with identifying street and pedestrian light poles, fixtures, as well as cost estimates for the lighting plan. The team will prepare schematic designs that will address layout, products, and quantities. A motion was made by Arden "Trey" Hill to approve a contract amendment to include a lighting design plan. The motion was seconded by Paul Marx and it carried unanimously.

Karen Capps provided information about moving forward with painted crosswalks at intersections within the downtown district. CORE Design Studio can assist with creating stencils and identifying the specific paint color that coordinates with the Downtown Improvement Plan branding design. The City owns a street striping machine that could be utilized for this project. The Board asked for cost estimates for CORE Design Studio's work which will be presented at the next meeting.

Karen Capps gave an update on grants and a grant exploration meeting that was held.

5. Financial report

Karen Capps reported that February sales tax revenue was \$60,862 and interest earnings were \$673. Expenditures were \$1,333 for the monthly staff services agreement. The ending fund balance as of February 28, 2019 was \$696,773.

6. Staff updates

Karen Capps reported on a property being rezoned to the Downtown District zoning. The Reach Church's property just sold to Texas Behavioral Health that will be renovated into medical office use.

7. Member Comments

Arden "Trey" Hill reported on a property along Shadwell Lane.

8. Future meeting dates

-April 9, 2019 at 4 p.m.

9. Adjournment

With no further business to discuss, the meeting was adjourned at 5:25 p.m.

Arden "Trey" Hill, FDEDC Secretary/Treasurer