



**Friendswood Downtown Economic Development Corporation (FDEDC)
Meeting of the Board of Directors
Meeting Minutes of November 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 Alton Todd, Vice President Dr. Pat McGinnis, Secretary/Treasurer Arden "Trey" Hill, Ron Cox, Dr. Rebecca Hillenburg, Elmer "Bubba" Johnson, and Paul Marx.

Staff members present: Karen Capps and Aubrey Harbin

Also present: Mayor Mike Foreman and Planning and Zoning Commissioner Richard Sasson.

2. Citizen comments

Mayor Foreman stated his appreciation for the Board's hard work, time commitment, and service as members of the FDEDC.

3. Consider and take action on approval of minutes

Ron Cox made a motion to approve the October 9, 2018 meeting minutes, second by Dr. Rebecca Hillenburg. All in favor, motion carried unanimously.

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

The Board discussed possible lighting standards for downtown's pedestrian and vehicular lights. It was discussed that currently, as properties in downtown are developed/redeveloped, property owners are installing and maintaining at their own expense all sidewalks, benches, and pedestrian lighting. Requiring a specific pedestrian light may be difficult due to availability and enforcement. As a compromise, Paul Marx suggested requiring a specific lighting lumen hue and wattage for the downtown area. Ideally, the Board would like the FDEDC to purchase, install, and maintain all pedestrian amenities but there is limited funding available. The TIP grant, if approved, would only partially fund downtown sidewalks, new mast arm signalization, crosswalks, and ADA ramps just along Friendswood Drive with project implementation by TXDOT in 2022-2024. Ron Cox and Dr. Hillenburg suggested the Board review the final Downtown Improvement Plan and outline projects that could be implemented in the interim.

Richard Sasson and Aubrey Harbin provided information about a Planning and Zoning subcommittee that will review possible changes affecting downtown including possibly expanding the downtown district boundaries, allowing head-in parking, reviewing the permitted use table, and possibly changing building façade materials and fenestration requirements. Karen Capps stated that although the downtown district boundaries could change or expand in the future, the original boundaries that were established in the 2016 election is where the FDEDC can expend funds with permissible projects. It was suggested that Paul Marx attend the subcommittee meeting and provide information about pedestrian lighting guidelines.

5. Financial report

Karen Capps reported that October sales tax revenue was \$42,615 and interest earnings were \$373. Expenditures were \$1,333 for the monthly staff services agreement. The ending fund balance as of October 31, 2018 was \$491,620.

6. Staff updates

Karen Capps reported that the grant application submitted on September 28 to TNMP for downtown street poles and signs was not approved.

Aubrey Harbin stated that she recently attended the Texas Downtown Association's Annual Conference where Friends of Downtown Friendswood Association was recognized as one of the top four Downtown Partners in Texas.

7. Member Comments

Paul Marx stated that he spoke with Donnie Mize of AT&T regarding the metal plate in the road on Friendswood Drive at Willowick. AT&T will patch the road. Alton, Trey, and Bubba stated they agree with the Board reviewing the Downtown Improvement Plan to see what projects can be next implemented.

8. Future meeting dates

-FDEDC Regular Board Meeting at Library, 12/11/2018 at 4 p.m.

9. Adjournment

With no further business to discuss, the meeting was adjourned at 5:24 p.m.

Arden "Trey" Hill, FDEDC Secretary/Treasurer