



**CITY OF FRIENDSWOOD  
FRIENDSWOOD DOWNTOWN ECONOMIC DEVELOPMENT CORPORATION  
TUESDAY, JULY 14, 2020 - 4:00 PM**

## **Minutes**

**MINUTES OF A FRIENDSWOOD REGULAR MEETING HELD AT 910 S. FRIENDSWOOD  
DRIVE, FRIENDSWOOD, TEXAS**

STATE OF TEXAS  
CITY OF FRIENDSWOOD  
COUNTIES OF GALVESTON/HARRIS  
JULY 14, 2020

### **1. Online Meeting Information**

- A. In accordance with the Texas Governor Abbott's suspension of various Open Meetings Act requirements pursuant to the Coronavirus Disaster Declaration (changes effective March 16, 2020 per TEX GOV'T CODE 418.016(e)), the Friendswood Downtown Economic Development Corporation meeting will be held via teleconference. Connection information is below.

Friendswood Downtown Economic Development Corporation Annual Meeting  
Tue, Jul 14, 2020 4:00 PM - 5:30 PM (CDT)

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## **2. Call to Order**

MINUTES OF A REGULAR MEETING OF THE FRIENDSWOOD DOWNTOWN ECONOMIC DEVELOPMENT CORPORATION THAT WAS HELD ON TUESDAY, JULY 14, 2020, AT 4:07 PM ONLINE WITH THE FOLLOWING PRESENT CONSTITUTING A QUORUM:

VICE PRESIDENT ARDEN HILL III  
BOARD MEMBER ELMER JOHNSON JR  
PRESIDENT PATRICK MCGINNIS  
SECRETARY/TREASURER PAUL MARX  
BOARD MEMBER REBECCA HILLENBURG  
BOARD MEMBER RON COX

ECONOMIC DEVELOPMENT COORDINATOR KAREN CAPPS

BOARD MEMBER ALTON TODD WAS ABSENT FROM THE MEETING.

ALSO PRESENT WERE MAYOR MIKE FOREMAN AND MAYOR PRO TEM TRISH HANKS.

## **3. Communications from the Public**

None

## **4. Approval of Minutes**

A. March 3, 2020

Board member Ron Cox moved to approve the March 3, 2020 meeting minutes. Seconded by Vice President Arden Hill III. The motion was approved unanimously.

## **5. Election of Officers**

### **A. President**

Trey Hill stated that he would like to keep the same slate of officers for the 2020-21 fiscal year. There was one motion to maintain the slate of officers with Dr. Pat McGinnis as President, Arden "Trey" Hill as Vice President, and Paul Marx as Secretary/Treasurer.

Board member Rebecca Hillenburg moved to elect officers with the position of President as Dr. Pat McGinnis.

Seconded by Board member Elmer Johnson Jr. The motion was approved unanimously.

### **B. Vice President**

Board member Rebecca Hillenburg moved to elect officers with the position of Vice President as Arden "Trey" Hill.

Seconded by Board member Elmer Johnson Jr. The motion was approved unanimously.

### **C. Secretary/Treasurer**

Board member Rebecca Hillenburg moved to elect officers with the position of Secretary/Treasurer as Paul Marx.

Seconded by Board member Elmer Johnson Jr. The motion was approved unanimously.

## **6. Discussion and Possible Actions**

### **A. Approval of 2020-21 Annual Budget**

Board member Ron Cox moved to approve the proposed FDEDC FY2020-21 Annual Budget.

Seconded by Board member Rebecca Hillenburg. The motion was approved unanimously.

### **B. Status of Downtown Lighting Plan and TXDOT Curbs and Ramps Grant Project**

Karen Capps reported that Lance Gandy is coordinating the placement of light poles with TXDOT's contractor, HDR. Lauren Griffith Associates designed the brick paved borders for the new sidewalks that TXDOT will install next year. Currently, the project design is sixty-percent complete. TXDOT asked the City to send out letters to affected property owners for temporary/permanent easements that may be needed.

### **C. Future Meeting - August 11, 2020 at 4 p.m.**

The Board discussed meeting dates and will continue to meet online. The next meeting will be held on August 11 at 4 p.m.

## **7. Reports**

**A. Financial Reports: February, March, April, May, and June 2020**

Karen Capps reported that sales tax revenue for February 2020 was \$68,481 and \$1,305 of interest earnings. Expenditures included the monthly staff services agreement costs of \$1,333. The ending fund balance was \$1,285,938.

March 2020 sales tax revenue was \$40,419 and \$876 of interest earnings. Expenditures included the monthly staff services agreement costs of \$1,333. The ending fund balance was \$1,325,900.

April 2020 sales tax revenue was \$37,780 and \$2,006 of interest earnings. Expenditures included the monthly staff services agreement costs of \$1,333. The ending fund balance was \$1,364,353.

May 2020 sales tax revenue was \$54,121 and \$243 of interest earnings. Expenditures included the monthly staff services agreement costs of \$1,333. The ending fund balance was \$1,417,384.

June 2020 sales tax revenue was \$42,930 and \$684 of interest earnings. Expenditures included the monthly staff services agreement costs of \$1,333 and \$1,200 for lighting design services to Gandy2 Lighting Design. The ending fund balance was \$1,458,465.

**8. Comments**

**A. Staff**

Karen Capps stated that the Board's Annual Report to City Council will be on September 14, 2020. Despite COVID, new commercial development is continuing in downtown and in the city.

**B. FDEDC Board Members**

Board members thanked City Council for the confidence they place in them and for their reappointment for new one or two-year terms.

**9. Adjournment**

This meeting was adjourned at 04:57 PM.