



**Friendswood Downtown Economic Development Corporation (FDEDC)
Meeting of the Board of Directors
Meeting Minutes of February 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 4:07 p.m. with a quorum present.

Present: President Ron Cox, Secretary/Treasurer Dr. Pat McGinnis, Arden "Trey" Hill, Dr. Rebecca Hillenburg, and Elmer "Bubba" Johnson, Jr.

Staff member present: Karen Capps

Also present: Councilmembers: Mike Foreman and Jim Hill. Citizens: Robert Griffon and Trish Hanks.

Absent: Paul Marx and Alton Todd

2. Citizen comments

Robert Griffon introduced himself and stated he is running for City Council position 4 since Mike Foreman will resign from the position as he is a candidate for Mayor. Councilmember Mike Foreman announced that he is running for the position of Mayor in the May City election since Mayor Kevin Holland announced he will not seek reelection. Trish Hanks announced she is running for position 3 which will be vacated by Jim Hill in May.

3. Consider and take action on approval of minutes

Dr. Rebecca Hillenburg made a motion to approve the January 23, 2018 meeting minutes, second by Elmer "Bubba" Johnson, Jr. All in favor, motion carried unanimously.

4. Discussion and possible action regarding approval of Phase II of Project Poles and Wires Relocation and Reduction

Karen Capps gave an overview of the proposed project stating that Phase II would remove the overhead AT&T lines and poles and install new cable on the west side from 416 S. Friendswood Drive to 198 S. Friendswood (near Spreading Oaks to Heritage Drive). A cost estimate from AT&T would remove approximately 4,172 linear feet of fiber, 313 feet of copper cable, 4 anchors and 3 poles in this phase. A public hearing for the project was held on September 12, 2017. Board members stated that this is the right thing to do and will make a positive visual impact along Friendswood Drive also explaining that removing overhead utilities on the west side is currently cost prohibitive. With no further discussion, Dr. Rebecca Hillenburg made a motion to approve Phase II of Project Poles and Wires Relocation and Reduction, second by Dr. Pat McGinnis, motion carried.

5. Discussion and possible action regarding the Downtown Improvement Plan

President Ron Cox stated that City Council unanimously approved Lauren Griffith Associates' contract for landscape architect services at their meeting on February 5 which also authorized Ron Cox, as FDEDC President, to execute the contract. FDEDC's budget amendments were also unanimously approved by City Council. Ron Cox stated that in moving forward, he thought it would be good for the Board to discuss public engagement and identify stakeholders, individuals, and groups to provide Lauren Griffith Associates once the contract is signed on February 21. The Board drafted a preliminary list for the public

engagement process. The contract with Lauren Griffith Associates will include stakeholder meetings, interviews, and public meetings for input to design conceptual plans for the Downtown Improvement Plan.

6. Financial Report

Karen Capps reported that January sales tax revenue was \$39,325 and interest income was \$242. The ending fund balance as of January 31 was \$313,597. The monthly financial report includes budget amendments of \$126,000 for Poles and Wires Phase II, \$150,000 for Lauren Griffith Associates contract, and \$49,000 for capital project contingencies.

7. Staff updates

Karen Capps reported that there is a business very interested in Lary's Florist that would be a great addition to downtown. Buzbee sold the last commercial property they own in downtown, 301 S. Friendswood Drive, to a local developer.

8. Member Comments

Dr. Pat McGinnis gave a brief report on the election lawsuit hearing that was recently held by that was provided by two attendees. Elmer "Bubba" Johnson, Jr. stated that he believes the FDEDC board need more communication with the public. Ron Cox stated that he will be speaking at the CEDC in March, Friendswood Rotary Club and the FDFA in April regarding FDEDC activities.

9. Future meeting dates

March 8 or March 13, to be determined after conversation with Lauren Griffith.

10. Adjournment

With no further business to discuss, the meeting was adjourned at 5:45 p.m.

Patrick McGinnis, FDEDC Secretary/Treasurer