



**CITY OF FRIENDSWOOD
FRIENDSWOOD DOWNTOWN ECONOMIC DEVELOPMENT CORPORATION
THURSDAY, NOVEMBER 5, 2020 - 4:00 PM**

Minutes

**MINUTES OF A FRIENDSWOOD SPECIAL MEETING HELD AT 910 S. FRIENDSWOOD DR.,
FRIENDSWOOD, TX, COUNCIL CHAMBERS,**

STATE OF TEXAS
CITY OF FRIENDSWOOD
COUNTIES OF GALVESTON/HARRIS
NOVEMBER 5, 2020

1. Call to Order

MINUTES OF A REGULAR MEETING OF THE FRIENDSWOOD DOWNTOWN ECONOMIC DEVELOPMENT CORPORATION THAT WAS HELD ON THURSDAY, NOVEMBER 5, 2020, AT 04:00 PM AT 910 S. FRIENDSWOOD DR., FRIENDSWOOD, TX, COUNCIL CHAMBERS WITH THE FOLLOWING PRESENT CONSTITUTING A QUORUM:

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

ASSISTANT CITY MANAGER STEVEN RHEA
DIRECTOR OF COMMUNITY DEVELOPMENT AUBREY HARBIN

BOARD MEMBER REBECCA HILLENBURG WAS ABSENT FROM THE MEETING.

Also in attendance were City Councilmember Sally Branson, P&Z Chairman Joe Matranga, and P&Z Vice Chairman Richard Sasson.

The meeting was called to order at 4pm.

2. Communications from the Public

None

3. Discussion and Possible Actions

- A. Regarding recommendations to the Planning & Zoning Commission regarding changes to Zoning Ordinance Section 8.N. Downtown District and Design Criteria Manual - Appendix E Downtown District Amenities to better reflect the Downtown Improvement Plan and upcoming projects.

Sidewalks - current requirement in the Downtown District (DD) is for property owners to install an 8-foot brick paved sidewalk. Texas Department of Transportation has awarded a grant to the City as part of their sidewalks, curbs and ramps program and is proposing to install sidewalks where there are none and to replace dilapidated sidewalks. However, due to constraints in meeting ADA requirements, TxDOT will not install the 8 feet of brick pavers. Instead, they have agreed to install concrete sidewalks with brick paver ribbons on each side.

Motion to add TxDOT's sidewalk design to the Design Criteria Manual and allow both options of sidewalks, although the complete brick paved sidewalks are the preferred sidewalks: Ron Cox

Second: Paul Marx

Vote: 6 to 0

Downtown District Lighting Plan - Gandy2 Lighting Design prepared a plan for FDEDC in accordance with the Downtown District Improvement Plan utilizing lighting fixtures selected by the Board. The plan identifies the spacing and location of the light fixtures. Joe Matranga, P&Z Chairman, and Richard Sasson, P&Z Vice Chairman, expressed concerns about incorporating the plan not knowing if the exact locations of the lighting is feasible.

Motion to incorporate the Gandy Lighting Plan to the Design Criteria Manual to determine spacing and number of pedestrian and pedestrian/streetlight fixtures along with the future electrical engineering plan being prepared by HDR for environmental adjustments: Ron Cox

Second: Elmer Bubba Johnson

Vote: 6 to 0

Light Fixtures - the current requirement is for owners to install a minimum of 2 pedestrian lights per tract. The fixtures are described in the Design Criteria Manual as black powder coated, bishops crook style light fixtures with a lamp height of 10-12 feet. The new fixtures selected by FDEDC are a faux wood light pole with a luminaire attached. There are three styles of light poles - P1-18-ft tall pedestrian light, P2-32-ft tall pedestrian/street light combination, and P3 - street light only. The question is whether to continue to require property owners to install the black pedestrian lights, thus further complicating the future replacement of the light fixtures, and also recommending to Planning and Zoning Commission and City Council the new light fixtures, which would need to be added to the Design Criteria Manual. The long term plan is for FDEDC to purchase the new light fixtures so that they all match, pay for the installation and the City will pay the electricity bills for operations of the lights.

Motion to provide the new light pole and luminaire design to incorporate into the Design Criteria Manual as the preferred light pole, as well as the design and specifications for the required foundations for the new fixtures: Arden Trey Hill

Second: Paul Marx

Vote: 6 to 0

Motion to remove the current pedestrian light requirement and require property owners to install the foundation for the new light poles in the locations per the lighting plan: Paul Marx

B. Future Meeting Dates

The next regular meeting will be November 10, 2020, at 4pm.

4. Reports

A. Staff Report and Updates

Steven Rhea explained that Texas New Mexico Power was not updated on the lighting plan provided by Gandy2 Lighting Design. They were somewhat aware of the sidewalk plan, but not the lighting. Staff provided the lighting plan to them, and it is being reviewed.

Aubrey Harbin stated that the Downtown District Improvement Plan includes plans for signage and that placemaking signs are needed in Downtown. TxDOT is currently reviewing the colors proposed in the plan.

5. Comments

A. Member Comments

Elmer Bubba Johnson said that it is exciting to be working with the Planning and Zoning Commission and that he is looking forward to the changes.

Arden Trey Hill said he is thrilled to work with the Planning and Zoning Commission. He feels that the Board is making good decisions, and that the grant from TxDOT frees up money to spend on other things and he thinks spending money on signage is a good thing.

Alton Todd said he is sorry he missed the meeting with the Planning and Zoning Commission. He also loves the idea of spending money on signage in order to develop a true identity of the Downtown and to create a clean environment of which we can be proud. He said that it is refreshing in a year that has been unbelievable to see progress.

Ron Cox thanked Joe Matranga (P&Z Chairman) and Richard Sasson (P&Z Vice Chairman) for their input. He suggested that FDEDC and P&Z meet on a semi-annual basis to report on projects and money spent. He also questioned whether or not ordinance changes would be needed for the signage.

Paul Marx said he is also excited to see the changes. He has always been bothered by the lack of identity, and he never thought he would see these changes happen.

Patrick McGinnis reminded everyone that a comment was made about a bench facing a building rather than the street. The Downtown District Improvement Plan suggested creating seating areas that were shaded. He suggested a meeting to review the plan and come up with some ideas. He thanked the Board Members and stated that he also thinks good decisions are being made.

6. Adjournment

The meeting adjourned at 5:30pm.