



**Friendswood Downtown Economic Development Corporation
Board Meeting**

Tuesday, September 10, 2019 at 4:00 PM

Friendswood Public Library

Meeting Room

416 S. Friendswood Drive, Friendswood, Texas 77546

MINUTES

1. Call to order and roll call of Board Members

Present: Vice President Arden "Trey" Hill, Secretary/Treasurer Paul Marx, Ron Cox, Dr. Rebecca Hillenburg, Elmer "Bubba" Johnson, Alton Todd

Absent: Dr. Pat McGinnis

Staff: Karen Capps

2. Communications from the Public

None.

3. Consider and take action on approval of minutes:

A. August 13, 2019

Dr. Rebecca Hillenburg made a motion to approve the August 13, 2019 meeting minutes, second by Ron Cox. All in favor, motion carried unanimously.

4. Discussion and possible action regarding implementation of the Downtown Improvement Plan

A. Proposed Lighting Plan presented by Lance Gandy, Gandy2 Lighting Design

Lance Gandy, Gandy2 Lighting Design, presented a lighting plan for downtown that includes alternating between pedestrian and pedestrian-street combination poles along Friendswood Drive. Lance suggested determining what size banners are desired and if it would be the pennet type design so that brackets are installed. The size of current downtown banners on street poles are 30 x 60 inches. Different types of light pole features were also discussed including Structura wooden poles, faux wooden poles, steel poles, and a new wood-grained concrete pole that is manufactured in California. Lance said that he requested a sample of the concrete pole and will bring it to the next meeting. Lance stated decisions need to be made regarding pole type and color in order to move forward with detailed specifications and costs. Lance will bring a sample of the concrete pole to the next meeting. Several luminaires were also reviewed.

B. Downtown Sidewalks

Karen Capps reported that she received an email from TXDOT stating that even though the City's TIP grant wasn't funded for downtown pedestrian enhancements, TXDOT has other funding sources that includes a curb and ramp improvement program which installs new sidewalks, curbs, and ramps. The program's goal is to replace defective curb ramps and provide new sidewalks which would be in the FY2021 implementation year. The curb ramp program typically only allows concrete sidewalks with brick paved borders but there is a meeting with TXDOT to discuss further on Monday, September 16. TXDOT explained that ADA specialists in Austin do not think pavers are smooth enough to comply with ADA requirements. Karen Capps and Ron Cox will represent the FDEDC at the upcoming meeting. The Board discussed other possible options that TXDOT might allow including the installation of brick pavers at a later time at the City's expense, other type of pavers that are ADA compliant, stamped concrete, stenciling, or color dyeing the concrete to match the existing red brick pavers. TXDOT also stated that there may be additional funding to replace existing traffic signals. The Board agreed that this is an opportunity that needs to be pursued and will further discuss next month after the meeting with TXDOT takes place.

C. Downtown Crosswalks

Karen Capps reported that she received an email from TXDOT stating that painted crosswalks are not permitted. TXDOT sent an attachment from the U.S. Department of Transportation stating what materials would be acceptable including a thermoplastic application with muted colors that have a subdued and uniform appearance. She is requesting more information on costs for these options but installation of crosswalks may need to be done after new curbs and ramps are done.

5. Financial Report

A. August 2019 Financial Report

Karen Capps reported that August's sales tax revenue was \$55,956, interest earnings were \$1,232. Expenditures were \$1,337 for the monthly staff services agreement and \$6,030 for the preliminary lighting plan under Lauren. The ending fund balance as of August 31, 2019 was \$993,166.

6. Staff report/updates

Karen Capps reported that AT&T sent an email stating there may be another possible refund for line burial work that was performed last year. The Friends Church parsonage property is under contract by a developer/broker from Katy. The property at 405 Laurel was purchased with plans to open a florist business. Also reported were proposed changes to the Downtown Neighborhood Empowerment Zone.

7. Members' comments

None

8. Future meeting dates:

A. October 8, 2019

9. Adjournment

The meeting adjourned at 6:11 p.m.