



**Friendswood Downtown Economic Development Corporation
Board Meeting**

Tuesday, October 8, 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

The meeting was called to order at 4:02 p.m. by Board President, Dr. Pat McGinnis.

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

Staff: Karen Capps

2. Communications from the Public

Councilmember Sally Branson congratulated the FDEDC Board on being awarded
TXDOT's Curb Ramp Program for funding

3. Consider and take action on approval of minutes:

A. September 10, 2019

Ron Cox motioned to approve the September 10, 2019 meeting minutes, second by
Dr. Rebecca Hillenburg. All in favor, motion carried unanimously.

4. Discussion and possible action regarding

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

Lance Gandy provided samples of two different light poles, one made of concrete and the other of metal. The cost of the 30 foot concrete pedestrian pole with light fixture is \$3,600, and the concrete combo pole with light fixture is \$8,300. The cost of the 15 foot concrete pole by itself with no fixture is \$2,700 and the combo pole is \$5,700. All estimates are without brackets and installation. The budget estimate was approximately \$1.238 million for the concrete poles. The cost of the faux wood Structura pole that is 30 feet is \$4,600, and the combo pole is \$8,400. The cost of each 15 foot pole is \$2,000. Lance stated that a total of 98 combo poles are needed and 75 pedestrian poles. The total estimate of the faux wooden poles is \$1.175 million not including installation. The board discussed the merits of both poles but ultimately Ron Cox made a motion to select the tapered Structura Faux Wooden aluminum pole with Color - F1, second by Arden "Trey" Hill. All in favor motion carried unanimously. Lance presented several light fixtures options with the resemblance of a mission bell design. Following discussion, Paul Marx motioned to select the Cyclone Campana fixture, second by Elmer "Bubba" Johnson, all in favor motion carried unanimously. Fixture colors were presented and discussed. Following discussion, Dr. Rebecca Hillenburg motioned to select the black-colored fixture for the Cyclone Campana, second by Arden "Trey" Hill. All in favor, motion carried unanimously.

B. TXDOT Curb Ramp Program Improvements Scheduled for 2021

Karen Capps and Ron Cox reported on the meeting held on September 16 at TXDOT's Houston office regarding their Curb Ramp Program funding. Both stated the meeting went well and that TXDOT agreed to fund six foot concrete sidewalks bordered by one foot of brick pavers on each side, thus providing eight-foot sidewalks in downtown (along Friendswood Drive from FM 2351 to Whispering Pines). TXDOT will also install black powder-coated traffic mast arms along FM 518 in downtown. The total project cost is estimated to be \$3.5 million. There is a project scoping meeting on October 24 with TXDOT's consulting engineer, HDR. Lance Gandy will also attend the meeting to discuss lighting installation. TXDOT stated that the sidewalks, curbs and ramp design will be done next year with early 2021 for project implementation. Arden "Trey" Hill stated that the City should go ahead and change the sidewalk standards in the Design Criteria Manual for downtown to match what TXDOT will be installing. There was much discussion concerning whether to meet with P&Z regarding moving forward with new sidewalk standards. Karen Capps stated that she would discuss with the Director of Community Development.

5. Financial Report

A. September 2019 Financial Report

Karen Capps reported that September's sales tax revenue was \$46,122 and interest earnings were \$2,171. Expenditures were \$1,333 for the monthly staff services agreement and \$7,440 paid to Gandy2 Lighting Design for the downtown lighting design plan. The ending fund balance as of September 30, 2019 was \$1,032,686.

Arden "Trey" Hill made a motion to accept the September 2019 Financial Report, second by Dr. Rebecca Hillenbur. All in favor, motion carried unanimously.

6. Staff report/updates

None.

7. Members' comments

Elmer "Bubba" Johnson stated that he believes that we need to move forward with new sidewalk standards that match what TXDOT will be doing.

8. Future meeting dates:

A. November 12, 2019

9. Adjournment

The meeting adjourned at 5:47 p.m.