



**Friendswood Downtown Economic Development Corporation (FEDDC)
Meeting of the Board of Directors
Meeting Minutes of June 11, 2019
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 4:04 p.m. with a quorum present.

Present: Secretary/Treasurer Arden "Trey" Hill, Ron Cox, Elmer "Bubba" Johnson, and Paul Marx.

Absent: Dr. Rebecca Hillenburg, Dr. Patrick McGinnis, and Aton Todd

Staff members present: Karen Capps and Aubrey Harbin

Also present: Mayor Mike Foreman, Lorrie Foreman, Linda Richard, Lance Gandy Gandy2 Lighting Design, Lauren Griffith, Lauren Griffith Associates

2. Citizen comments

None

3. Consider and take action on approval of minutes

Ron Cox made a motion to approve the May 14, 2019 meeting minutes, second by Elmer "Bubba" Johnson. All in favor, motion carried unanimously.

4. Presentation of proposed lighting plan by Lance Gandy, Gandy2 Lighting Design

Lance Gandy presented two lighting plan options and costs as well as a plan for tree uplighting. The first lighting option included combo (roadway/pedestrian) poles that would alternate on both sides of Friendswood Drive. The second option included roadway and pedestrian poles that would alternate on opposite sides. Three pole options of steel, wood, or faux wood materials were presented. Lance stated all options include banner installation hardware. He added there have been maintenance issues with steel, particularly with fading on the side where it receives afternoon sun. The Board discussed maintenance, availability, cost, and visual appeal of the three light fixture options. There was consensus to move forward with the wood pole since it has a thirty-year warranty and is made of acacia wood. The mission type luminaire that was depicted in the faux wood image was chosen. Lauren Griffith stated she believes the wooden pole is the best choice as it depicts the image in the Downtown Improvement Plan. The board asked Lance to provide a sample of the wooden pole and a location where it has been placed nearby that they could see it. Pricing was also discussed. The fixture costs include the foundation, pole, and luminaire but not installation or electrical conduit wiring extension and installation. Lance said there could be as much as a thirty-percent discount for buying in quantities. Ninety-nine combo poles and eighty-eight pedestrian poles are needed.

Three options for tree uplights were also considered which includes ingrade (lights that appear within tree grates), above grade (above ground spot lights), and concrete block (lights within a concrete block foundation).

5. Consider and take action on proposed downtown lighting plan

Ron Cox made a motion that Lance provide a proposal that would include lighting plan specs, fixture costs, conduit/wire installation and removing of existing lights by an electrical subcontractor. Second by Arden "Trey" Hill, all in favor, motion carried unanimously. The Board directed Lance and Lauren to recommend luminaire colors that will look good with the wooden pole.

6. Consider and take action on a cost estimate to install proposed crosswalks

Karen Capps briefly reported that she is waiting for cost estimates from a turn-key contractor and City Public Works Department. Cost estimates and timing for road closures along FM 518 that must be coordinated with TXDOT.

7. Discussion and possible action regarding grants

No discussion.

8. Financial report

Karen Capps reported that May's sales tax revenue was \$49,252 and interest earnings were \$1,003. Expenditures were \$25 for administrative costs for filing the amended bylaws with the Secretary of State and \$1,333 for the monthly staff services agreement. The ending fund balance as of May 31, 2019 was \$824,695.

9. Staff updates

Karen Capps reported that the amended bylaws were filed with the Secretary of State and should take about a month for approval. Once approved, the Board can draw straws for initial staggered terms of two or three years, with two-year renewals thereafter. Next month's meeting will be the Board's annual meeting with consideration of their annual budget and election of officers. The AT&T refund was received in the amount of \$37,832.20 from the Poles and Wires Reduction Project. Behavioral Innovations leased 5,000 square feet in Shadowbend Office Park.

10. Member Comments**11. Future meeting dates**

-July 9, 2019 at 4 p.m.

12. Adjournment

With no further business to discuss, the meeting was adjourned at 5:56 p.m.

Arden "Trey" Hill, FDEDC Secretary/Treasurer