Minutes of the Downtown Development District 1 Board
Held October 1, 2024

Agenda 1: Call to Order. In accordance with the Texas Open Meetings Act, Cathy Partridge, Chair of the Downtown Development District 1 (DDD1) Board, called the meeting to order at 2:04 p.m. on October 1, 2024, by Cathy Partridge.

Agenda 2: Notice of Posting. The meeting was properly posted, and adequate notice was given to the Board and the public.

Agenda 3: Roll Call of Members Present. Members present were Pam Scott, Jack Little, Cathy Partridge, Grant Ingram, and Eric Garretty. Muriel Stephens, Michael Armstrong, Brendan Weatherman, and Colby Kramer were absent. A quorum was present.

Agenda 4: Public Forum. No citizens or Board members spoke during the Public Forum.

Agenda 5: Approval of Minutes. The motion was made by Jack Little, seconded by Pam Scott, to approve Minutes presented from the September 3, 2024, meeting. Motion carried.

Agenda 6. Next Meeting Date. Jack Little made a motion, and Pam Scott seconded, to establish the next meeting for the DDD1 Board for November 5, 2024, at 2:00 pm. Motion carried.

Agenda 7: Discussion was held regarding the development and prioritization of projects eligible for funding under the Texas Department of Agriculture's Downtown Revitalization Grant program, with the outcome being that DDD1 would like to recommend to the Graham City Council its support of:

1. Street Pedestrian Lighting, particularly on Oak and Elm
2. Upgrading and expanding public restrooms on the Downtown Square
3. ADA-compliant sidewalk and crosswalk access on the Downtown Square.

As a reminder, we discussed that 51% of the funding must go to sidewalks.

Agenda 8: Receive updates and discuss the status of two projects that would improve the functionality and aesthetics of the Downtown Square, including refurbishing lamp posts, which would involve (1) painting the light posts and cleaning and/or replacing the glass globes and (2) obtain design options and proposals that would mitigate the brick/concrete area around the trees on the inside of the Square that have been disturbed by the root systems of said trees on the paved/bricked surface. Various bids are being obtained by Jack Little and/or Randall Dawson. A motion was made by Cathy Partridge, seconded by Jack Little, to continue to move forward on obtaining bids for these projects. Motion carried. All bids must come from a business that provides the required bonding and insurance.

Agenda 9: Consider adopting a lighting project for the Downtown Square, including uplighting and tree wrapping. After discussion, it was agreed that this board would like to better understand this project's scope and see pictures of what it might look like. The Board agreed that Michael Armstrong would be the best individual to bring that information and that that request would be made.

Agenda 10: Future agenda items to be discussed include:

Receive updates and discuss the status of two projects that would improve the functionality and aesthetics of the Downtown Square, including refurbishing lamp posts, which would involve (1) painting the light posts and cleaning and/or replacing the glass globes and (2) obtain design options and proposals that would mitigate the brick/concrete area around the trees on the inside of the Square that have been disturbed by the root systems of said trees on the paved/bricked surface. Various bids are being obtained by Jack Little and/or Randall Dawson.

Consider adopting a lighting project for the Downtown Square, including uplighting and tree wrapping.

Plaza on the Square activities and plans.

Agenda 11. Board members made no comments.

Agenda 12: Pam Scott made a motion, seconded by Jack Little, to adjourn the meeting. The motion carried. The meeting was adjourned at 3:00 pm.

Cathy Partridge

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Cathy Partridge