



Design Committee Meeting | Thursday, October 13, 2022 | City Council Chambers | 9:00 a.m.

Minutes

Call to order, Cassie Ragan

Roll Call: Chelsea Little, DDD Executive Director

Chris Bankston	Present
Tara Bennett	Present
Roy Dufreche	Absent
Tom Pistorius	Present
Cassie Ragan	Present
Jeffrey Smith	Present
Pierre Theriot	Absent

Jeffrey Smith made a motion, seconded by Chris Bankston, to amend the agenda to include approval of the meeting minutes from May 5, 2022.

Chris Bankston	Yes
Tara Bennett	Yes
Roy Dufreche	Absent
Tom Pistorius	Yes
Cassie Ragan	Yes
Jeffrey Smith	Yes
Pierre Theriot	Absent

Yes: 5 | No: 0 | Absent: 2 | Abstain: 0 | Motion carried.

Old Business:

1. Approval of minutes from May 5, 2022

Tara Bennett made a motion, seconded by Tom Pistorius, to approve the meeting minutes from May 5, 2022 as written.

Chris Bankston	Yes
Tara Bennett	Yes
Roy Dufreche	Absent
Tom Pistorius	Yes
Cassie Ragan	Yes
Jeffrey Smith	Yes



Pierre Theriot Absent

Yes: 5 | No: 0 | Absent: 2 | Abstain: 0 | Motion carried.

2. Approval of minutes from July 7, 2022

No meeting was held in June 2022. Cassie Ragan made a motion, seconded by Tara Bennett, to approve the meeting minutes from July 7, 2022 as written.

Chris Bankston	Yes
Tara Bennett	Yes
Roy Dufreche	Absent
Tom Pistorius	Yes
Cassie Ragan	Yes
Jeffrey Smith	Yes
Pierre Theriot	Absent

Yes: 5 | No: 0 | Absent: 2 | Abstain: 0 | Motion carried.

New Business:

1. Downtown Lighting

Mrs. Little provided an overview of the discussion of downtown lighting with the Mayor and Representative Nicholas Muscarello, including Thomas St and Cate St being target locations in the first phase of improved lighting. Mrs. Little invited city administrator, Lacy Landrum, to provide an overview of the funding process and proposed areas for lighting installation.

Ms. Landrum provided an overview of the capital outlay funding process, noting that applications are due to the State on November 1st. She mentioned the city's Grants Department has an application that is ready to submit to the Stat for this project and another project at the advisement of Rep. Muscarello's office. She suggested altering the language to say "Downtown Lighting" and noted the application is very broad and does not include specifications or a firm budget. She noted that applications are not reviewed until the Legislature is in session the following year and will not be notified of receiving the funds until Summer of 2023. If funded, the earliest a contractor would be able to start on the project would be Fall 2023.

Tom Pistorius inquired about specifying the type of lighting (security vs. decorative) in the application. Ms. Landrum described the application review process, noting 1 and 2 level priority are funded projects and numbers 3, 4, and 5 are honorable mentions that are not funded for that fiscal year. These appropriations are detailed in House Bill 2, the State budget bill.



Ms. Landrum furthered a priority of the Legislature is infrastructure funding and the application stands emphasizes these points. Mr. Jeffrey Smith asked Ms. Landrum about the specifics of the light fixtures and installation and the grant application request. Ms. Landrum said the request amount is \$450,000 for 20 light fixtures.

Members discussed drainage improvements and considerations for trees in drainage improvements. Mrs. Little mentioned the lights in Railroad Park will serve as a model of future fixtures. Ms. Landrum mentioned that lights will be installed around the park and worked outward.

Mr. Pistorius mentioned that Railroad Park should be considered the branding of Downtown. Ms. Landrum reiterated that the selection of light fixtures and the funding amount request will be sufficient for aesthetic considerations. Mr. Smith inquired about grant matching. Ms. Landrum confirmed that 20% of the amount would be matched. Members discussed DDD contributions to funds for lighting. Members discussed a work session and presentations of the project in 2023.

2. Downtown Welcome Sign

Mrs. Little gave an overview of the welcome sign project, noting the involvement of a digital board, and presented sketches done by Tom Pistorius and Jeffrey Smith.

Mr. Smith expressed that he did not want to see a digital sign included with the welcome sign to not offend the entrance to the historic district. Members discussed the logistics of the digital board benefits, would include static images, and could serve as an outreach tool for the city and DDD.

Mr. Smith described his sketch including elements of brick and neon lights. Members discussed sketches and design options. Ms. Landrum presented the budget for this project being \$75,000.

Members discussed the option for the DDD to hire Roy Dufreche for the design of this project and to include this as an item on the October 2022 agenda. Mr. Smith mentioned that he would provide an estimate for design considerations based on his sketch. Once renderings are prepared, DDD contribution to the project budget will be discussed.

3. Staff Report

Mrs. Little updated the committee on receiving a grant for the Railroad Park History Exhibit project. Mrs. Little also presented an option for downtown landscaping by Brindley Snipes to improve the look of downtown and maintain the health of trees and plants already in place. Members discussed options for tree care included trustees, business owners, community service hours, city parks and ground workers. Members also discussed other volunteer groups and the Urban Tree Board. Ms. Landrum mentioned Hammond has a "Tree City" status.

-Adjournment