



Friendswood Downtown Economic Development Corporation (FDEDC)
Meeting Minutes of March 11th, 2025 – 4:00 P.M.
City Hall Council Chambers
910 S. Friendswood Drive, Friendswood, Texas 77546

1. Call to order

The meeting was called to order at 4:00 p.m. with a quorum present.

Present: Dr. Rebecca Hillenburg, President; Elmer “Bubba” Johnson, Vice President; Paul Marx, Secretary/Treasurer; Ron Cox, Member; Chris Richardson, Member; Scott Mackenzie, Member

Staff members present: Steven Rhea, Assistant City Manager; Karen Horner, City Attorney; Aubrey Harbin, Director of Community Development; Kristina Cuellar, Secretary

Councilmembers: Sally Branson

Absent: Arden Trey Hill, Member

2. Citizen comments

Laurie Foreman expressed gratitude to FDEDC for their efforts and suggested that FDEDC collaborate with other committees and groups throughout the city.

3. Approval of Minutes

- A. Consider the approval of the minutes of the Friendswood Downtown Economic Development Corporation Meeting held on November 12, 2024.

Motion to Approve: Richardson

Second: Mackenzie

Vote: 6/0 Approved

4. Work Session Topics

- A. Discussion regarding the future Friendswood Downtown Economic Development Corporation projects.

Rhea thanked the members for attending the special meeting and reviewed the key points discussed: a spreadsheet to be created by staff showing completed projects and potential new projects with prices, cost to install sidewalks for the rest of the downtown district, pricing for signage and branding, price estimates from Bright lights along with the historic budget for Christmas lighting, estimated cost from Comcast and AT&T to burying power lines. The committee tentatively scheduled a work session for April 22nd at 2 pm.

5. Reports

- A. Receive and discuss the keep Friendswood Beautiful Electrical Box Artwork Project report.

Rhea reported that the electrical box preparation has begun, and the boxes have been cleaned, sanded, and primed. The final proofs are at the Texas Department of Transportation for approval; painting should start at the end of March or early April, weather permitting.

- B. Receive and discuss the FM 518 Illumination Project report.

Rhea reported that Pfeiffer is working on the remaining foundations and light poles. The engineering department is working on the last of the easement agreements. City staff is awaiting instructions from the power provider and Texas New Mexico Power. The contractor discovered some damage to the conduit and is working on a remedy to repair it. The committee discussed removing the second light on some of the poles with two lights; Rhea will add an action item to the next meeting. An anticipated date of June 1st for some illumination is possible.

- C. Receive and discuss the Downtown business update.

Rhea reported the new business to the Downtown District:
Gameday Men's Health Friendswood – 1106 S Friendswood Dr. Suite A
Pearland Coffee – 201 S Friendswood Dr.
Royal Liquor – 802 S Friendswood Dr. Suite 104
Map Deals LLC – 307 S Friendswood Dr Suite E1

- D. Receive the Friendswood Downtown Economic Development Corporation Financial Report for February 2025.

Rhea presented the financial report with a Beginning Fund Balance of \$3,066,641, added revenue of \$82,912 and expenditures of \$146,106 including staff services. Ending Fund Balance of \$3,003,447 with an Unencumbered Fund Balance for February 2025 of \$2,518,367.

6. Adjournment

With no further business to discuss, the meeting was adjourned at 4:25 p.m.