



**Friendswood Downtown Economic Development Corporation (FEDDC)  
Meeting Minutes of October 14, 2025 – 4:00 P.M.  
Second Floor (CMO) Conference Room, City Hall  
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, Deputy City Manager; Aubrey Harbin, Director of Community Development; Karen Horner, City Attorney; Kristina Cuellar, Secretary

Councilmembers: Sally Branson and Michael Ross

Absent: Arden Trey Hill, Member

**2. Citizen comments**

N/A

**3. Approval of Minutes**

- A. Consider the approval of the minutes of the Friendswood Downtown Economic Development Corporation Meeting held September 9, 2025.

Motion to approve minutes once minor error is corrected: Mackenzie

Second: Cox

Vote: 6/0 Approved

**4. Election of Officers**

- A. Consider the election of officers for (i) President, (ii) Vice President and (iii) Secretary/Treasurer.

Motion made by Cox to re-elect officers: President – Hillenburg, Vice President – Johnson and Secretary/Treasurer – Marx

Second: Mackenzie

Vote: 6/0 Approved

**5. Discussion and Possible Action**

- A. Consider accepting the FM 518 Illumination Project and authorizing the commencement of the contractor’s one-year maintenance period.

Motion to Approve: Cox

Second: Johnson

Vote: 6/0 Approved

**6. Work Session Topics**

- A. Discuss future projects in the Downtown District.

Rhea provided an update on the overhead lines. Engineering is again seeking information from individual companies and will focus on what is most financially beneficial. Street signs will be installed within the next 4 to 6 weeks. Some medians will need to be torn up to accommodate the installation of signage, but this will be restored once the signage work is complete. The artwork project on the electrical boxes has been finished and officially closed. A detailed list and pricing summary for the flock and intersection cameras, presented by Chief Rogers at the last meeting, is currently being finalized. The committee also discussed the possibility of providing a summary of each meeting for social media pages. Harbin suggested using StoryMap and updating projects on a quarterly basis.

## 7. Reports

- A. Receive the Downtown Signage Project report.

Rhea reported that all Street & Stop Signs have been delivered and are ready for installation, Median & Wayfinding signs are in fabrication.

- B. Receive the Downtown Business update.

Demolition of Building	411 S. Friendswood Dr
Demolition of Building	409 S. Friendswood

- C. Receive and discuss the Friendswood Downtown Economic Development Corporation Financial Report for September 2025.

Rhea presented the financial report with a Beginning Fund Balance of \$2,800,782, added revenue of \$102,698 and expenditures of \$19,461 including staff services. Ending Fund Balance of \$2,884,020 with an Unencumbered Fund Balance for September 2025 of \$2,849,028.

## 8. Adjournment

With no further business to discuss the meeting was adjourned at 4:59 pm.