



**Friendswood Downtown Economic Development Corporation (FEDDC)  
Meeting Minutes of December 09, 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 4:07 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; 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**

Branson announced that the Friendswood Historical Society has introduced a new annual award The Joycina Baker Award. The award recognizes volunteerism in Friendswood and will honor up to three living individuals per year who have made a noteworthy impact on the City of Friendswood through volunteer efforts. Nominations for the award will be open from February through March with a grand ceremony to recognize the honoree(s) in October.

**3. Approval of Minutes**

- A. Consider the approval of the minutes of the Friendswood Downtown Economic Development Corporation Meeting held October 14, 2025.

Motion to approve minutes once minor error is corrected: Mackenzie

Second: Johnson

Vote: 6/0 Approved

**4. Work Session Topics**

- A. Discuss future projects in the Downtown District.

**Overhead Line Update**

Rhea provided an update on the overhead line removal project. Engineering is still seeking information from individual utility companies and will provide cost estimates once that information is received. The committee discussed that even if the lines are removed, there is no guarantee they would not be reinstalled in the future. They also discussed establishing an internal deadline to move forward from the overhead line removal project, as no progress has been made and funds could potentially be reallocated to other projects. The committee would like to notify the power companies that funding is available and that the committee is prepared to proceed with whichever company is ready to move forward. Rhea will reach out to the individual companies.

**Downtown Light Pole Removal**

The removal of excess light poles lining downtown is planned and may be completed either per

address or all at once. If completed all at once, permission would be required from all affected property owners; otherwise, removal would need to occur on an individual address basis, requiring permission from each property owner for subcontractor access, followed by city approval for each location. The committee asked Rhea to explore the possibility of a “broad contract” that would cover all addresses to avoid the need for individual permissions. Hillenburg requested a list of property owners where poles are located to assist with obtaining approvals.

**Pubic Safety**

Rhea stated that the Police Department is awaiting a response from TNMP regarding whether cameras can be installed on existing utility poles and how they would be powered. Once that information is received, the Police Department will submit a cost estimate and list of requested cameras to FEDEC.

**Community Communication**

Harbin presented the Story Map to the committee, which allows tracking of FEDEC projects, including project details and associated costs.

**5. Reports**

- A. Receive the Downtown Signage Project report.

Rhea reported that all Street & Stop Signs have been installed and the weather has delayed the installation of the Median & Wayfinding signs but are set to be installed before the end of the year.

- B. Receive the Downtown Business update.

APA Designs	New CO	405 Laurel
ENR Realty LLC	Tenant Occupancy	311 S Friendswood Dr. Suite 106

- C. Receive the City of Friendswood Comprehensive Plan update.

Harbin informed the committee that the first Comprehensive Advisory Committee meeting will be held next week where the 17 people committee will vote in a chair and vice chair. Vision and data collection will wrap up in February.

- D. Receive and discuss the Friendswood Downtown Economic Development Corporation Financial Report for November 2025.

Rhea presented the financial report with a Beginning Fund Balance of \$2,925,140, added revenue of \$78,017 and expenditures of \$1,333 including staff services. Ending Fund Balance of \$3,001,824 with an Unencumbered Fund Balance for November 2025 of \$2,979,918.

**8. Adjournment**

With no further business to discuss the meeting was adjourned at 5:27 pm.