



**FRIENDSWOOD DOWNTOWN ECONOMIC DEVELOPMENT CORPORATION
SPECIAL MEETING
WEDNESDAY, JULY 16, 2025 - 2:00 PM
SECOND FLOOR (CMO) CONFERENCE ROOM, CITY HALL
910 S. FRIENDSWOOD DRIVE FRIENDSWOOD, TEXAS 77546**

AGENDA

- 1. CALL TO ORDER**
- 2. PUBLIC COMMUNICATION**
- 3. DISCUSSION AND POSSIBLE ACTION**
 - A. Consider approving Change Order No. 4 and payment to Pfeiffer & Son, LTD. for infrastructure installation related to the Downtown Illumination project.
- 4. WORK SESSION TOPICS**
 - A. Discussion regarding future Friendswood Downtown Economic Development Corporation projects.
- 5. REPORTS**
 - A. Receive and discuss the Friendswood Downtown Economic Development Corporation Financial Report for June 2025.
- 6. ADJOURN**

PUBLIC NOTICE IS GIVEN THAT IN ADDITION TO ANY EXECUTIVE SESSION LISTED ABOVE, THE CORPORATION RESERVES THE RIGHT TO ADJOURN INTO EXECUTIVE SESSION AT ANY TIME AS AUTHORIZED BY THE TEXAS GOVERNMENT CODE SECTIONS 551.071 - 551.090 TO DISCUSS ANY MATTERS LISTED ABOVE.

THE CITY OF FRIENDSWOOD IS COMMITTED TO COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT. REASONABLE ACCOMMODATIONS AND EQUAL ACCESS TO COMMUNICATIONS WILL BE PROVIDED UPON REQUEST. PLEASE CONTACT THE CITY SECRETARY'S OFFICE BY PHONE AT (281) 996-3270, FAX (281) 482- 1634, OR CONTACT (281) 996-3270 VIA RELAY TEXAS AT 711 OR 1-800-735-2988 FOR TTY SERVICES. FOR MORE INFORMATION CONCERNING RELAY TEXAS, PLEASE VISIT: [HTTP://RELAYTEXAS.COM](http://RELAYTEXAS.COM).

Approved for posting by:
Steven Rhea, Deputy City Manager

Posted by: Raquel Martinez, TRMC, City Secretary
Posted in compliance with the Texas Open Meetings Act
on this the 11th day of July 2025, at 5:00 P.M.



FRIENDSWOOD AGENDA ITEM FORM

MEETING DATE: July 16, 2025

Agenda Number: 3.A.

Prepared for:

Responsible Department: City Manager

Prepared by: Raquel Martinez, City Secretary

Subject: Consider approving Change Order No. 4 and payment to Pfeiffer & Son, LTD., for infrastructure installation related to the Downtown Illumination project.

AGENDA ITEM

This item allows the Corporation to approve Change Order No. 4 and payment to Pfeiffer & Son, LTD., for infrastructure installation related to the Downtown Illumination project.

SUMMARY OF ITEM

RECOMMENDATION

FISCAL IMPACT

Fiscal Year:

Source of Funds: (Operating/Capital/Bonds):

Funds Budgeted Y/N: No

Account Code:

Amount Needed:

Fiscal Impact (Additional Information):

ATTACHMENTS

1. Change Order No 4 - Additional Wire Material Costs

CHANGE ORDER

CHANGE ORDER No.: 04

PROJECT NAME: FM- 518 Illumination Installation

PROJECT NUMBER: ILLUMINATES518

TO: Pfeiffer & Son, LTD.
Attn: Mike Smith
116 N. 16th Street
La Porte, TX 77572

Proposed Change:	Add	Deduct
Total Lump Sum	\$48,964.40	\$
*Revision to service box locations near Willowick & FM-518	\$	\$
*Poles shifted from within TxDOT sidewalks to private property	\$	\$
*Facilitation of circuit continuity at Stevenson Park near City	\$	\$
Hall for removed poles	\$	\$
Request For Time Change		

Original Contract Amount:	<u>\$2,350,474.00</u>	Original Contract Time:	_____
Net Previous Change Orders:	<u>\$171,852.50</u>	Net Previous Time Changes:	_____
Total Contract Amount:	<u>\$2,522,326.50</u>	Total Time Amount:	_____
This Change Order Amount Adds:	<u>\$48,964.40</u>	This Change Order Time Adds:	_____
This Change Order Amount Deducts:	\$ _____	This Change Order Time Deducts:	_____
New Contract Amount:	<u>\$2,571,290.90</u>	New Contract Time:	_____

We, the undersigned, enter to agreement on the change of Contract Price and/or change in Contract Time.

Charles Lindsay Pfeiffer
Managing Member
Pfeiffer & Son, LTD

Date

Morad Kabiri
City Manager
City of Friendswood

Date

END OF DOCUMENT

00510-1

PFEIFFER & SON, LTD.

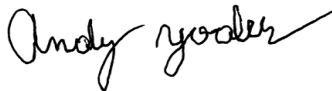
Electrical & Telecommunication Contractors

--This Quote is only valid for 30 days.--

If accepted fax or mail. Accepted by: _____ Date: _____
Please print name: _____ P.O. #: _____

If you have any questions or need additional information, please feel free to contact me at (281)471-4222.

Sincerely,



Andy Yoder
Estimator
Pfeiffer & Son, Ltd.

PHONE: (281) 471-4222 * FAX: (281) 471-6856
P.O. BOX 1116 * 116 N. 16TH STREET
LA PORTE, TEXAS 77572

Regulated by the Texas Department of Licensing and Regulation
PO Box 12157; Austin, TX 78711; (800)803-9202; (512)463-6599
www.tdlr.texas.gov

Adopted Administrative Rules: 73.51(c) Electrical Contractors Responsibilities



FRIENDSWOOD AGENDA ITEM FORM

MEETING DATE: July 16, 2025

Agenda Number: 4.A.

Prepared for:

Responsible Department: City Manager

Prepared by: Raquel Martinez, City Secretary

Subject: Discussion regarding future Friendswood Downtown Economic Development Corporation projects.

AGENDA ITEM

This item allows the Corporation to discuss future Friendswood Downtown Economic Development Corporation projects.

SUMMARY OF ITEM

RECOMMENDATION

FISCAL IMPACT

Fiscal Year:

Source of Funds: (Operating/Capital/Bonds):

Funds Budgeted Y/N: No

Account Code:

Amount Needed:

Fiscal Impact (Additional Information):

ATTACHMENTS

None



FRIENDSWOOD AGENDA ITEM FORM

MEETING DATE: July 16, 2025

Agenda Number: 5.A.

Prepared for:

Responsible Department: City Manager

Prepared by: Raquel Martinez, City Secretary

Subject: Receive and discuss the Friendswood Downtown Economic Development Corporation Financial Report for June 2025.

AGENDA ITEM

This item allows the Corporation to receive and discuss the Friendswood Downtown Economic Development Corporation Financial Report for June 2025.

SUMMARY OF ITEM

RECOMMENDATION

FISCAL IMPACT

Fiscal Year:

Source of Funds: (Operating/Capital/Bonds):

Funds Budgeted Y/N: No

Account Code:

Amount Needed:

Fiscal Impact (Additional Information):

ATTACHMENTS

1. FY25 FINANCIAL REPORT -06.30.2025

**FRIENDSWOOD DOWNTOWN ECONOMIC DEVELOPMENT CORPORATION (FEDC)
FUND 175
FY 2024-2025 PROPOSED BUDGET
(APPROVED BY FEDC ON 09/10/2024)**

<u>Account Name</u>	<u>FY25 ADOPTED BUDGET</u>	<u>FY25 AMENDED BUDGET</u>	<u>MONTH OF JUNE 2025</u>	<u>FY25 YEAR TO DATE ACTUAL</u>
REVENUE				
SALES TAX	\$ 774,327	\$ 774,327	\$ 79,908	\$ 655,785 *
INTEREST	108,862	108,862	10,942	69,993
TOTAL REVENUE	<u>883,189</u>	<u>883,189</u>	<u>90,851</u>	<u>725,778</u>
EXPENDITURES				
SERVICES				
ADMINISTRATIVE EXPENSES	2,000	2,000	-	-
CAPITAL EQUIPMENT	-	152,390	-	152,389
CAPITAL IMPROVEMENTS	-	757,293	43,405	705,879
TOTAL SERVICES	<u>2,000</u>	<u>911,683</u>	<u>43,405</u>	<u>858,268</u> **
OTHER				
TRANSFER TO GENERAL FUND (City Staff Services)	16,000	16,000	1,332	12,000
TOTAL OTHER	<u>16,000</u>	<u>16,000</u>	<u>1,332</u>	<u>12,000</u>
TOTAL EXPENDITURES	<u>18,000</u>	<u>927,683</u>	<u>44,737</u>	<u>870,268</u>
INCREASE (DECREASE) IN FUND BALANCE	865,189	(44,494)	46,114	(144,489)
BEGINNING FUND BALANCE	2,878,849	2,878,849	2,688,246	2,878,849
ENDING FUND BALANCE (unaudited)	<u>\$ 3,744,038</u>	<u>\$ 2,834,355</u>	<u>\$ 2,734,360</u>	<u>\$ 2,734,360</u>

* SALES TAX is paid sixty days after it is earned. At the end of the fiscal year, amounts received in October (August collections) and November (September collections) are recorded in prior year. These amounts are reflected in the beginning fund balance of this report. Monthly sales tax revenue is estimated based on the total budget for the fiscal year and will be adjusted when received.

**PROJECT EXPENDITURES ARE SUBJECT TO PUBLIC HEARING AND FRIENDSWOOD CITY COUNCIL APPROVAL. The remaining budget includes, illumination installation with Pfeiffer & Son (\$31,020), art services agreement with UP Art Studio, LLC (\$18,000), surveying and material testing (\$2,000) and capital project contingencies (\$394). Only amounts appropriated by City Council are included in the budgeted amounts.