



**Economic Development Corporation
(Type A) Agenda**

**Monday, July 21, 2025
4:00 PM**

**City Hall - 141 W. Renfro
Burleson, TX 76028**

1. CALL TO ORDER

2. CITIZENS APPEARANCES

Each person in attendance who desires to speak to the Board on an item NOT posted on the agenda, shall speak during this section. A speaker card must be filled out and turned in to the City Secretary prior to addressing the Board. Each speaker will be allowed three minutes to speak.

Each person in attendance who desires to speak on an item posted on the agenda shall speak when the item is called forward for consideration.

3. GENERAL

A. Consider and take possible action on the minutes from the June 16, 2025 Economic Development Corporation (Type A) meeting. (*Staff Contact: Monica Solko, Deputy City Secretary*)

B. Consider and take possible action on a resolution approving a real estate contract for the purchase of real property located at 114 West Ellison Street, Burleson, Texas in response of the bid acceptance to RFP 2025-003 in the amount of \$1.1 million dollars. (*Staff Contact: Alex Philips, Director of Economic Development*)

C. Consider and take possible action on a resolution amending the approved budget for Fiscal Year 2024-2025 (Resolution #4A06162025AmendAnnualBudget) . (*Staff Contact: Kevin Hennessey, Interim Director of Finance*)

4. BOARD REQUESTS FOR FUTURE AGENDA ITEMS OR REPORTS

5. RECESS INTO EXECUTIVE SESSION

In accordance with Chapter 551 of the Texas Government Code, the Economic Development Corporation may convene in Executive Session in the City Council Workroom in City Hall to conduct a closed meeting to discuss any item listed on this Agenda.

Pending or contemplated litigation or to seek the advice of the City Attorney pursuant to Section 551.071, Texas Government Code

6. ADJOURN

CERTIFICATE

I hereby certify that the above agenda was posted on this the **15th of July 2025, by 5:00 p.m.**, on the official bulletin board at the Burleson City Hall, 141 W. Renfro, Burleson, Texas.



Amanda Campos

City Secretary

ACCESSIBILITY STATEMENT

The Burleson City Hall is wheelchair accessible. The entry ramp is located in the front of the building, accessible from Warren St. Accessible parking spaces are also available in the Warren St. parking lot. Sign interpretative services for meetings must be made 48 hours in advance of the meeting. Call the A.D.A. Coordinator at 817-426-9600, or TDD 1-800-735-2989.

Economic Development Corporation (Type A)

DEPARTMENT: City Secretary's Office
FROM: Monica Solko, Deputy City Secretary
MEETING: July 21, 2025

SUBJECT:

Consider and take possible action on the minutes from the June 16, 2025 Economic Development Corporation (Type A) meeting. (*Staff Contact: Monica Solko, Deputy City Secretary*)

SUMMARY:

The Burleson 4A Economic Development Corporation Board duly and legally met on June 16, 2025 for a regular meeting.

RECOMMENDATION:

Board may approve the minutes as presented or approve with amendments.

PRIOR ACTION/INPUT (Council, Boards, Citizens):

N/A

REFERENCE:

N/A

FISCAL IMPACT:

N/A

STAFF CONTACT:

Monica Solko, TRMC
Deputy City Secretary
msolko@burlesontx.com
817-426-9682

BURLESON 4A ECONOMIC DEVELOPMENT CORPORATION
JUNE 16, 2025
DRAFT MINUTES

BOARD MEMBERS PRESENT:

Larry Scott, Place 1
 Phil Anderson, Place 2
 Dan McClendon, President, Place 3
 Alexa Boedeker, Place 4
 Adam Russell, Vice-President, Place 5

BOARD MEMBERS ABSENT:

Staff present:

Tommy Ludwig, City Manager
 Harlan Jefferson, Deputy City Manager
 Eric Oscarson, Deputy City Manager
 Amanda Campos, City Secretary
 Monica Solko, Deputy City Secretary
 Matt Ribitzki, Deputy City Attorney

1. CALL TO ORDER – 4:30 P.M.

President Dan McClendon called the meeting to order. **Time: 4:30 P.M.**

2. CITIZEN APPEARANCE

- No speakers.

3. RECESS INTO EXECUTIVE SESSION

A. Pending or contemplated litigation or to seek the advice of the City Attorney pursuant to Section 551.071, Texas Government Code.

Motion was made by Adam Russell and seconded by Alexa Boedeker to convene into executive session. **Time: 4:30 p.m.**

Motion passed 5-0.

Motion was made by Adam Russell and seconded by Larry Scott to reconvene into open session. **Time: 4:41 p.m.**

Motion passed 5-0.

4. GENERAL

A. Minutes from the April 21, 2025 Economic Development Corporation (Type A) meeting. (Staff Contact: Lisandra Leal, Assistant City Secretary)

Motion by Larry Scott and seconded by Alexa Boedeker to approve.

Motion passed 5-0

B. 4A06162025AmendAnnualBudget, resolution amending Resolution 4A11182024AmendAnnualBudget by amending the Capital Improvement Plan. (Staff Contact: Eric Oscarson, Deputy City Manager)

Eric Oscarson, Deputy City Manager, presented a resolution to the board.

Motion by Adam Russell and seconded by Larry Scott to approve.

Motion passed 5-0

5. BOARD REQUESTS FOR FUTURE AGENDA ITEMS OR REPORTS

- None.

6. ADJOURNMENT

There being no further discussion President Dan McClendon adjourned the meeting.

Time: 4:45 P.M.

Monica Solko
Deputy City Secretary

Economic Development Corporation (Type A)

DEPARTMENT: Economic Development
FROM: Alex Philips, Director of Economic Development
MEETING: July 21, 2025

SUBJECT:

Consider and take possible action on a resolution approving a real estate contract for the purchase of real property located at 114 West Ellison Street, Burleson, Texas in response of the bid acceptance to RFP 2025-003 in the amount of \$1.1 million dollars. (*Staff Contact: Alex Philips, Director of Economic Development*)

SUMMARY:

On March 7, 2025, the City of Burleson released a Request for Proposals (RFP) 2025-002 to solicit offers to purchase real property, 114 West Ellison Street. The parcel is located in Old Town at the corner of Ellison and Wilson streets, and is currently vacant.

The RFP outlined preferred criteria; uses to include a mix of ground floor destination retail/restaurant and second floor office, incorporate existing historical Old Town architecture, tie in to district walkability, and a 32-foot height restriction. The RFP also included a minimum bid of the property at \$1.1 million dollars, and requires that the development agreement include a waiver in favor of the City as it relates to building products, materials, and methods under Texas Gov't Code Ch. 3000.

The EDC's proposal meets all criteria, includes a \$1.1 million dollar bid and proposes razing the existing building. The development concept plan proposes a 10,000 square foot, two story building consisting of Class A office space above retail, restaurants and other commercial uses. The EDC will recruit Corporate or Regional headquarters for office users.

RECOMMENDATION:

Staff recommends approval

PRIOR ACTION/INPUT (Council, Boards, Citizens):

Burleson 4A and City Council approved the bid on June 16, 2025.

REFERENCE:

FISCAL IMPACT:

Proposed Expenditure/Revenue: \$1.1M

Account Number(s): 2014201-70001

Fund:4A Fund

Account Description: Land

STAFF CONTACT:

Alex Philips

Director of Economic Development

aphilips@burlesontx.com

817-426-9613

RFP 2025-003 Sale of Real Property 114 West Ellison Street

4A ECONOMIC DEVELOPMENT BOARD

JULY 21, 2025

Request for Proposals

- Released March 7, 2025
- 114 W. Ellison St.
- Minimum bid of \$1.1M
- Building is currently vacant
- Preferred development scenario
 - Ground floor retail
 - Second floor office
 - 32' maximum height
 - Incorporate Old Town architecture, and walkability
- Requires that the development agreement include a waiver in favor of the City for building products, materials and methods under Texas Gov't Code Ch. 3000



Submission

- Sole submission is from Burleson 4A Economic Development Corp. (EDC)
- \$1.1M bid
- Raze existing building
- Concept plan includes:
 - 10,000 square feet
 - 5,000 square feet, ground floor retail
 - 5,000 square feet, second floor office
 - Enhanced public parking, landscape and walkability
- The EDC will recruit corporate or regional headquarters for office users



Project Details

- Purchase price of \$1.1M
- Closing on or before September 25, 2025
- EDC will take immediate ownership and begin plans to raze the building, create a marketing package and actively recruit a corporate or regional headquarters office user in FY 2026



Requested Action

- Approve the resolution approving the Real Estate Contract for the purchase of real property located at 114 W. Ellison St in the amount of \$1.1M.

Questions / Comments

Alex Philips
Director of Economic Development
aphilips@burlesontx.com
817-426-9638

RESOLUTION

A RESOLUTION OF THE BURLESON 4A ECONOMIC DEVELOPMENT CORPORATION AUTHORIZING THE BOARD PRESIDENT TO EXECUTE A CONTRACT BETWEEN THE TYPE A CORPORATION, AS BUYER, AND THE CITY OF BURLESON, AS SELLERS, TO ACQUIRE FEE SIMPLE TITLE TO REAL PROPERTY COMMONLY KNOWN AS 111 & 113 S WILSON AND 114 W ELLISON AND LEGALLY KNOWN AS LOT 12, BLOCK 3, ORIGINAL TOWN OF BURLESON, AN ADDITION TO THE CITY OF BURLESON, IN JOHNSON COUNTY, TEXAS, (THE “PROPERTY”) FOR THE SALES PRICE OF \$1,100,000.00, AND OTHER CONSIDERATION, AS PRESCRIBED IN THE REAL ESTATE CONTRACT ATTACHED IN EXHIBIT “A” (THE “CONTRACT”); AUTHORIZING THE BOARD PRESIDENT TO EXECUTE ALL DOCUMENTS NECESSARY TO CLOSE ON THE CONTRACT; AUTHORIZING THE EXPENDITURE OF FUNDS; REQUEST FOR BURLESON CITY COUNCIL RATIFICATION; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Burleson 4A Economic Development Corporation, known as the “Type A Corporation”, incorporated and certified in October 2000 under the authorization of the Development Corporation Act of 1979; and

WHEREAS, the City of Burleson, Texas (“City”), is a home rule city acting under its charter adopted by the electorate pursuant to Article XI, Section 5 of the Texas Constitution and Chapter 9 of the Local Government Code; and

WHEREAS, on or about March 7, 2025, the City, in City of Burleson RFP 2025-003, issued a request for proposals in accordance with the Local Government Code seeking proposals from third-parties to purchase and develop the Property; and

WHEREAS, the Type A Corporation submitted a proposal in response to City of Burleson RFP 2025-003 seeking to develop the Property for the creation or retention of primary jobs and required or suitable for the development, retention, or expansion of regional or national corporate headquarter facilities, and seeking to make site improvements on the Property necessary to promote new or expanded business development and enterprises; and

WHEREAS, the Type A Corporation and Sellers desire to enter into the Real Estate Contract, attached hereto as Exhibit “A” and incorporated herein by reference for all purposes (the “Contract”); and

WHEREAS, the Type A Corporation desires that the Board President, Dan McClendon, execute the Contract on behalf of the Type A Corporation with the Buyer; and

WHEREAS, the Type A Corporation desires to close the real estate transaction described in the Contract; and

WHEREAS, the Type A Corporation desires the Board President, Dan McClendon, execute all documents necessary to close the real estate transaction described in the Contract; and

WHEREAS, the Type A Corporation desires to purchase the Property pursuant to the Contract; and

WHEREAS, the Type A Corporation Board hereby finds and determines that the expenditures set forth in this resolution constitute a “Project” as defined by the Development Corporation Act, codified in Subtitle C-1 of Title 12 of the Texas Local Government Code, in Section 501.101, in that the expenses are for land, buildings, equipment, facilities, expenditures, targeted infrastructure, and improvements that are for the creation or retention of primary jobs and required or suitable for the development, retention, or expansion of regional or national corporate headquarter facilities; and

WHEREAS, the Type A Corporation Board hereby finds and determines that the expenditures set forth in this resolution constitute a “Project” as defined by the Development Corporation Act, codified in Subtitle C-1 of Title 12 of the Texas Local Government Code, in Section 501.103, in that the expenditures are for infrastructure improvements related to streets and roads, drainage, and site improvements necessary to promote new or expanded business development and enterprises; and

WHEREAS, the Type A Corporation desires the City approve this action;

NOW, THEREFORE, BE IT RESOLVED BY THE BURLESON 4A ECONOMIC DEVELOPMENT CORPORATION BOARD OF DIRECTORS, THAT:

Section 1.

The Board President, Dan McClendon, is authorized: (a) to execute on behalf of the Type A Corporation (i) the Contract between the Type A Corporation and the Buyer, substantially in the form attached as Exhibit “A”, with the purchase price of \$1,100,000.00 and other consideration, and (ii) any other documents necessary for closing the transaction contemplated by the Contract; and (b) to make expenditures in accordance with the terms of the Contract and in closing the transaction contemplated by the Contract.

Section 2.

The foregoing recitals are adopted and incorporated herein for all purposes.

Section 3.

The Type A Corporation hereby requests that the City Council of the City of Burleson ratify this resolution and actions of the Type A Corporation. Accordingly, this resolution shall take effect immediately after such ratification.

PASSED, APPROVED, AND SO RESOLVED by the Board of Directors of the Burleson

4A Economic Development Corporation on the ____ day of _____, 20 ____.

Dan McClendon, Board President
Burleson 4A Economic Development Corporation

ATTEST:

Amanda Campos, Secretary

Economic Development Corporation (Type A)

DEPARTMENT: Finance Department
FROM: Kevin Hennessey, Interim Director of Finance
MEETING: July 21, 2025

SUBJECT:

Consider and take possible action on a resolution amending the approved budget for Fiscal Year 2024-2025 (Resolution #4A06162025AmendAnnualBudget) . (*Staff Contact: Kevin Hennessey, Interim Director of Finance*)

SUMMARY:

The 4A Corporation approved their annual budget on August 19, 2024 via Resolution 4A081924AnnualBudget. On September 3, 2024, the Council ratified the 4A budget and approved the final reading of the City's FY 2024-2025 annual budget. Since adopting the budget, staff has prepared recommended updates to the budget for Board approval.

RECOMMENDATION:

Staff recommends approval of a resolution amending the budget.

PRIOR ACTION/INPUT (Council, Boards, Citizens):

The 4A Corporation approved their annual budget on August 19, 2024 via Resolution 4A081924AnnualBudget.

On September 3, 2024, the Council approved the final reading of the City's FY 2024-2025 annual budget.

On November 18, 2024, the Council approved an amendment to the City's FY 2024-2025 annual budget.

On March 24, 2024, the Council approved an amendment to the City's FY 2024-2025 annual budget.

REFERENCE:

Resolution 4A06162025AmendAnnualBudget

FISCAL IMPACT:

Fund	Fiscal Year 2024-2025 Total Impact	
4A Fund	\$	1,100,000.00
Total Impact	\$	1,100,000.00

STAFF CONTACT:

Kevin Hennessey
Interim Director of Finance
khennessey@burlesontx.com
817-426-9648



Fiscal Year 2024-2025 Mid-Year Budget Amendment

PRESENTED TO THE ECONOMIC DEVELOPMENT CORPORATION (TYPE A) ON
JULY 21, 2025

Overview



Fiscal Impact of the Budget Amendment



Purpose of the Budget Amendment

Fiscal Impact of the Budget Amendment

Fund	FY 2025 Total Impact
4A Fund	\$ 1,100,000.00
Total Impact	<u>\$ 1,100,000.00</u>

4A Fund

Purchase Building at 114 West Ellison Street

- Site to be used for economic redevelopment

4A Fund

Department	Account	Proposed Amendment	Description
Economic Development	Land	\$ 1,100,000.00	Purchase Building at 114 West Ellison Street
TOTAL IMPACT		- \$ 1,100,000.00	

Recommendation / Action Requested

Approve a amendment requesting a Mid-Year Budget Amendment to increase the appropriations in the amount of \$1,100,000 in the 4A funds to accommodate capital needs.

Questions / Comments

Item C.

**Burleson 4A Economic Development Corporation
RESOLUTION**

WHEREAS, the Burleson 4A Economic Development Corporation, known as the “Type A Corporation”, incorporated and certified on October 5, 2000, under the authorization of the Development Corporation Act of 1979; and

WHEREAS, on August 19, 2024, the Board of Directors (“Board”) of the Type A Corporation approved the budget for Fiscal Year 2024-2025 (the “Budget”) 4A081924AnnualBudget including the 5-year Capital Improvement Plan (CIP); and

WHEREAS, on November 18, 2024, the Board adopted Resolution 4A11182024AmendAnnualBudget to amend the City’s Fiscal Year 2025-2029 Capital Improvement Plan; and

WHEREAS, on June 16, 2025, the Board adopted Resolution 4A06162025AmendAnnualBudget to amend the City’s Fiscal Year 2025-2029 Capital Improvement Plan; and

WHEREAS, the Board desires to amend the annual budget of the 4A Economic Development Corporation for Fiscal Year 2024-2025, and finds the amendment will further the purposes of the Type A Corporation.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF THE BURLESON ECONOMIC DEVELOPMENT CORPORATION THAT:

Section 1.

The Type A Corporation approves the amendments to the annual budget for Fiscal Year 2024-2025 attached as Exhibit A, attached hereto and incorporated herein by reference for all purposes.

Section 2.

The Type A Corporation respectfully requests that the City Council ratify this resolution.

PASSED, APPROVED, AND DULY RESOLVED by the Board, on the _____ day of
SIGNED: _____, 2025. ATTEST:

President of Type A Corporation

Secretary of the Type A Corporation

Attachments: Exhibit A

EXHIBIT A
Increase Appropriations in Funds

Item C.

FUND	ORIGINAL BUDGET	REVISED BUDGET	AMENDMENT	AMENDED BUDGET
BCBD 4A SALES TAX SRF	\$ 10,976,718	\$ 12,283,503	\$ 1,100,000	\$ 13,383,503