



**Burleson 4A Economic Development
Corporation Agenda**

**Monday, March 23, 2026
4:30 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 February 16, 2026 Economic Development Corporation (Type A) meeting. *(Staff Contact: Lisandra Leal, Assistant City Secretary)*

B. Consider and take possible action on a resolution authorizing a Performance Agreement between American Completion Tools, Inc., and the Burleson 4A Economic Development Corporation for the business expansion located at 3084 S. Burleson Boulevard. *(Staff Contact: Alex Philips, Economic Development Director)*

C. Consider and take possible action on an amendment to Resolution 4A102025AmendAnnualBudget by amending the Capital Improvement Plan. *(Staff Contact: Randy Morrison, P.E., Director of Capital Engineering)*

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 Board 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 12th of March 2026, 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: Lisandra Leal, Assistant City Secretary’s Office
MEETING: March 23, 2026

SUBJECT:

Consider and take possible action on the minutes from the February 16, 2026 Economic Development Corporation (Type A) meeting. *(Staff Contact: Lisandra Leal, Assistant City Secretary)*

STRATEGIC PRIORITY AND GOAL(S):

Strategic Priority	Strategic Goal
 <p>High Performing City Organization Providing Exceptional, People Focused Services</p>	1.2 Continue to improve the efficiency and productivity of operations 1.3 Deliver high-quality service and communications to external and internal customers

SUMMARY:

The Burleson 4A Economic Development Corporation Board duly and legally met on February 16, 2026 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:

Lisandra Leal
Assistant City Secretary
lleal@burlesontx.com
817-426-9687

**BURLESON 4A ECONOMIC DEVELOPMENT CORPORATION
FEBRUARY 16, 2026
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
Monica Solko, Deputy City Secretary
Lisandra Leal, Assistant City Secretary
Matt Ribitzki, Deputy City Attorney

1. CALL TO ORDER – 4:00P.M.

President Dan McClendon called the meeting to order. **Time: 4:00 P.M.**

2. CITIZEN APPEARANCE

- No speakers.

3. GENERAL**A. Minutes from the January 20, 2026 Economic Development Corporation (Type A) meeting. (Staff Contact: Monica Solko, Deputy City Secretary)**

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

Motion passed 5-0.

B. 4A02162026ShipmanProperties, resolution authorizing a real estate contract between the Burleson 4A Economic Development Corporation and Shipman Properties, LP for the purchase of property located at 114 W. Ellison Street, Burleson, Texas in the amount of \$1,100,000 dollars. (Staff Contact: Alex Philips, Director of Economic Development)

Alex Philips, Director of Economic Development, presented a resolution authorizing a real estate contract with Shipman Properties, LP to the board.

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

Motion passed 5-0.

- C. 4A02162026ShipmanCompanies, resolution authorizing a Performance Agreement between the Burleson 4A Economic Development Corporation and Shipman Companies, LP for the development of the property located at 114 W. Ellison Street, Burleson, Texas. (Staff Contact: Alex Philips, Director of Economic Development)**

Alex Philips, Director of Economic Development, presented a resolution authorizing a performance agreement with Shipman Companies, LP to the board.

Motion by Phil Anderson and seconded by Larry Scott to approve.

Motion passed 5-0.

4. BOARD REQUESTS FOR FUTURE AGENDA ITEMS OR REPORTS

- None.

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**

No executive session.

6. ADJOURNMENT

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

Time: 4:10 P.M.

Lisandra Leal
Assistant City Secretary

Economic Development Corporation (Type A)

DEPARTMENT: Economic Development
FROM: Alex Philips, Economic Development Director
MEETING: March 23, 2026

SUBJECT:

Consider and take possible action on a resolution authorizing a Performance Agreement between American Completion Tools, Inc., and the Burleson 4A Economic Development Corporation for the business expansion located at 3084 S. Burleson Boulevard. *(Staff Contact: Alex Philips, Economic Development Director)*

STRATEGIC PRIORITY AND GOAL(S):

 <p>Dynamic & Preferred City Through Managed Growth</p>	Strategic Goal
	<p>2.1 Attract and retain top-tier businesses 2.2 Promote sustainable residential and commercial development through strategic and long-term planning 2.3 Enhance connectivity and improve mobility 2.4 Implement the city's Capital Improvement Program Develop and maintain facilities and utility services</p>

SUMMARY:

American Completion Tools (ACT) is a privately-owned company dedicated to providing quality products to supply and service the global oilfield market. They design and manufacture completion, service tools and flow control tools such as drillable Bridge Plugs, Frac Plugs, Cement Retainers. They serve over 25 different countries around the world. The Burleson location is proposing an expansion project of 20,000 square feet for added manufacturing and administrative space.

American Completion Tools Obligations

- Commence Construction on the Development by December 31, 2026.
- Complete Construction on the Development by December 31, 2028.

- Hire fifteen (15) new employees to positions with ACT that are Qualified Jobs by December 31, 2028, with a minimum retention period of one (1) year.
- Make a minimum Capital Investment of no less than Two Million Dollars (\$2,000,000.00) in the Property no later than December 31, 2028.

EDC Obligations

- Upon the City inspecting and accepting the Sewer Expansion, the Incentive due to ACT shall be a reimbursement of ACT's expenses related to ACT's construction of the Development up to Fifty Thousand Dollars \$50,000.
- Upon receipt of a Certificate of Occupancy from the City for the Building Expansion, the Incentive due to ACT shall be a reimbursement of ACT's expenses related to ACT's construction of the Development up to Twenty-Five Thousand Dollars \$25,000.
- Upon the hiring of fifteen (15) new employees to positions with ACT that are Qualified Jobs by December 31, 2028, with a minimum retention period of one (1) year, the Incentive due to ACT shall be. Twenty-Five Thousand Dollars \$25,000.

RECOMMENDATION:

Staff recommends approval

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

N/A

REFERENCE:

N/A

FISCAL IMPACT:

Proposed Expenditure/Revenue:
Account Number(s): 2014201-66045
Fund: 4A

Account Description: Economic Development Incentive
Procurement Method: N/A

STAFF CONTACT:

Alex Philips
Economic Development Director
aphilips@burlson.tx.com
817-426-9613



Project ACT

Project ACT

- American Completion Tools (ACT) is a privately owned company dedicated to providing quality products to supply and service the global oilfield market.
- They design and manufacture completion, service tools and flow control tools such as drillable Bridge Plugs, Frac Plugs, Cement Retainers.
- They employ over 175 highly trained machinists in their locations and offer over 625 different products.
- They serve over 25 different countries around the world.



Project ACT

- This project is a business expansion of 20,000 square feet.
- The expansion will add an additional 15 jobs over a period of a few years that are machinists and CNC operators with wages over \$50,000 a year.
- American Completion Tools will extend the sewer line down the I-35W service road to serve their operation.
- The existing house that all administrative staff is located will be demolished once the expansion is complete.



Project ACT



Proposed Incentives

ACT Obligations

- American Completion Tools to have a Commence Construction on the Development by December 31, 2026.
- Complete Construction on the Development by December 31, 2028.
- Hire fifteen (15) new employees to positions with ACT that are Qualified Jobs by December 31, 2028, with a minimum retention period of one (1) year.
- Make a minimum Capital Investment of no less than Two Million Dollars (\$2,000,000.00) in the Property no later than December 31, 2028.

Burleson EDC Obligations

- Burleson EDC to issue a cash grant in the amount of \$50,000 once the sewer line has been extended and accepted by the City of Burleson.
- Burleson EDC to issue a cash grant in the amount of \$25,000 upon the hiring of fifteen (15) new employees by December 31, 2028, with a minimum retention period of one (1) year.
- Burleson EDC to issue a cash grant in the amount of \$25,000 once the certificate of occupancy for the expansion development.

Total Incentive - \$100,000

Incentive Package Performance

	2028 Year 1	2029 Year 2	2030 Year 3	2031 Year 4	2032 Year 5	2033 Year 6	2034 Year 7	2035 Year 8	2036 Year 9	2037 Year 10	2047 Year 20
CAPEX	\$ 4,000,000		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Appraised Value (70% of CAPEX)	\$ 2,800,000	\$ 2,828,000	\$ 2,856,280	\$ 2,884,843	\$ 2,913,691	\$ 2,942,828	\$ 2,972,256	\$ 3,001,979	\$ 3,031,999	\$ 3,062,319	\$ 3,382,705
Revenue											
Property sale	\$ -										
Sales Tax	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Property Tax	\$ 20,160	\$ 20,362	\$ 20,565	\$ 20,771	\$ 20,979	\$ 21,188	\$ 21,400	\$ 21,614	\$ 21,830	\$ 22,049	\$ 24,355
Expenses											
Site Improvements	\$ (50,000.00)	\$ (50,000.00)		\$ -	\$ -	\$ -	\$ -	\$ -			
Annual	\$ (29,840)	\$ (29,638)	\$ 20,565	\$ 20,771	\$ 20,979	\$ 21,188	\$ 21,400	\$ 21,614	\$ 21,830	\$ 22,049	\$ 24,355
Cumulative		\$ (59,478)	\$ (38,913)	\$ (18,142)	\$ 2,836	\$ 24,025	\$ 45,425	\$ 67,039	\$ 88,870	\$ 110,918	\$ 343,903

10 Year ROI – 111%

20 Year ROI – 344%

Questions / Comments

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

**Burleson 4A Economic Development Corporation
RESOLUTION _____**

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

WHEREAS, the Board has reviewed a proposed economic development and performance agreement with American Completion Tools, Inc., a copy of which is attached as Exhibit “A,” attached hereto and incorporated herein by reference for all purposes (the “Agreement”); and

WHEREAS, the Board has reviewed the recitals in the Agreement, and finds they are true and correct, and hereby adopts them into this resolution for all purposes; and

WHEREAS, the Type A Corporation finds and determines that the expenditures and incentives described in the Agreement 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 Sections 501.101 and 501.103; and

WHEREAS, the Type A Corporation desires to approve, authorize, and enter into the Agreement.

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

Section 1.

The Agreement is hereby approved and the Board President, Dan McClendon, is authorized to execute on behalf of the Type A Corporation the Agreement, substantially in the form attached as Exhibit “A.”

Section 2.

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

Section 3.

The Type A Corporation hereby respectfully 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: Capital Engineering

FROM: Randy Morrison, P.E., Director of Capital Engineering

MEETING: March 23, 2026

SUBJECT:

Consider and take possible action on an amendment to Resolution 4A102025AmendAnnualBudget by amending the Capital Improvement Plan. *(Staff Contact: Randy Morrison, P.E., Director of Capital Engineering)*

STRATEGIC PRIORITY AND GOAL(S):

Strategic Priority	Strategic Goal
 <p>Dynamic & Preferred City Through Managed Growth</p>	<p>2.4 Implement the city's Capital Improvement Program</p>

SUMMARY:

The Burleson 4A Economic Development Corporation approved their annual budget on August 18, 2025 via Resolution 4A081825AnnualBudget. On September 2, 2025, the Council ratified the 4A budget. On September 8, 2025 the Council approved the final reading of the City's FY 2026-2030 annual budget and capital improvement plan (CIP). Subsequently, on October 20, 2025, the Burleson 4A Economic Development Corporation and City Council adopted a resolution to amend the City's FY 2026-2030 CIP. Since adopting the budget, staff has prepared recommended updates to the CIP for Board approval.

RECOMMENDATION:

Staff recommends approval of a resolution amending the five-year Capital Improvement Plan.

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

The Burleson 4A Economic Development Corporation approved their annual budget on August 18, 2025 via Resolution 4A081825AnnualBudget.

On September 2, 2025, the Council ratified the 4A budget.

On September 8, 2025, the Council approved the final reading of the City's FY 2026-2030 annual budget with the five-year Capital Improvement Plan (CIP).

On October 20, 2025, the Burleson 4A Economic Development Corporation and City Council adopted a resolution to amend the City's FY 2026-2030 CIP.

REFERENCE:

Resolution 4A102025AmendAnnualBudget

FISCAL IMPACT:

N/A

STAFF CONTACT:

Randy Morrison, PE
Director of Capital Engineering
rmorrison@burlesontx.com
817-426-9612



FY 2026-2030 4A CIP Amendment

PRESENTED TO THE BURLESON 4A ECONOMIC DEVELOPMENT CORPORATION ON
MARCH 23, 2026

4A Updates

August 18, 2025 4A
Corp Approved FY26
Annual Budget

September 2, 2025
City Council Ratified
the 4A Budget

September 8, 2025
City Council FY26
Annual Budget and 5-
YR CIP

October 20, 2025 City
Council Amended
FY26 Annual Budget
and 5-YR CIP

CIP Changes

5-YEAR CAPITAL IMPROVEMENT CHANGE SUMMARY			
Project #	Project Title	Change Summary	Priority Ranking
ST2301	Alsbury Ph. 3 - Widening to CR 914	Shifted 4A allocations for Right-of-Way acquisition from FY27 & FY28 to FY28 & FY29.	Necessary
DV2302	Lakewood Drive Extension	Shifted 4A allocation from FY27 to FY28 to align with project schedule and future federal funding allocation opportunities.	Necessary
DV2601	Land Bank at HCP and I35W	FY26 Allocation increased by \$26,519 to match actual costs of acquisition.	Recommended
DV2701	Hooper Business Park Sign	4A allocation removed, due to our ability to issue bonds for this project. May be cash funded in future years.	Desired
DV2901	Future Project	Shifted 4A allocation from FY28 to FY29 to align with future project opportunities.	Recommended

Proposed 4A CIP Update FY26 – FY30

4A CIP FY26-30

Project #	4A Projects Name	Prior Allocations	2026	2027	2028	2029	2030	Total Per Project (FY26-30)
ST2301	Alsby Blvd	\$4,001,277		\$5,000,000 \$0	\$5,000,000	\$5,000,000		\$10,000,000
DV2302	Lakewood Drive Extension	\$1,311,915		\$4,000,000 \$0	\$4,000,000			\$4,000,000
	Hooper Business Park Sign			\$500,000				\$500,000
	Future Project				\$10,000,000 \$0	\$10,000,000		\$10,000,000
	West Side Infrastructure	\$500,000	\$5,000,000					\$5,000,000
	Land Bank at HCP and I35W		\$6,000,000 \$6,026,519					\$6,000,000 \$6,026,519
	Total	\$5,813,192	\$11,000,000 \$11,026,519	\$9,500,000 \$0	\$15,000,000 \$9,000,000	\$0 \$15,000,000	\$0	\$35,500,000 \$35,026,519

FY26 Bond Issuance Project List

4A Bonds

- West Side Infrastructure \$5,000,000
- Land Bank at HCP and I35W \$6,026,519

Board
Considerations

Consider and take possible action on a resolution amending the 4A five-year Capital Improvement Plan (CIP) for Fiscal Year 2026-2030.

YES
 NO

Questions / Comments



**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 18, 2025, the Board of Directors (“Board”) of the Type A Corporation approved the budget for Fiscal Year 2025-2026 (the “Budget”) 4A081825AnnualBudget including the 5-year Capital Improvement Plan (CIP); and

WHEREAS, on October 20, 2025, the Board adopted Resolution 4A102025AmendAnnualBudget to amend the City’s Fiscal Year 2026-2030 Capital Improvement Plan; and

WHEREAS, the Board desires to amend the 5-year Capital Improvement Plan (CIP) of the 4A Economic Development Corporation for Fiscal Year 2026-2030, and finds the amendments to the CIP 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 five-year Capital Improvement Plan for Fiscal Year 2026-2030 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 _____, 2026.

SIGNED:

ATTEST:

President of Type A Corporation

Secretary of the Type A Corporation

Attachments:
Exhibit A

EXHIBIT A
 RESOLUTION AMENDING THE CAPITAL IMPROVEMENT PLAN FOR FY 2026-2030

4A CIP FY26-30

Project #	4A Projects Name	Prior Allocations	2026	2027	2028	2029	2030	Total Per Project (FY26-30)
ST2301	Alsbury Blvd	\$4,001,277			\$5,000,000	\$5,000,000		\$10,000,000
DV2302	Lakewood Drive Extension	\$1,311,915			\$4,000,000			\$4,000,000
	Future Project					\$10,000,000		\$10,000,000
	West Side Infrastructure	\$500,000	\$5,000,000					\$5,000,000
	Land Bank at HCP and I35W		\$6,026,519					\$6,026,519
	Total	\$5,813,192	\$11,026,519	\$0	\$9,000,000	\$15,000,000	\$0	\$35,026,519