



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

**Monday, August 15, 2022  
4:15 PM**

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

1. **Call to Order**
2. **Citizen Appearances**
3. **General**
  - A. Consider approval of the minutes from the July 18, 2022 Economic Development Corporation (Type A) meeting. *(Staff Contact: Amanda Campos, City Secretary)*
  - B. Consider approval of a resolution adopting the 4A Economic Development Corporation FY2022-2023 annual budget. *(Staff Presenter: Martin Avila, Finance Director)*
4. **Board Requests for Future Agenda Items or Reports**
5. **RECESS INTO EXECUTIVE SESSION**

Pursuant to Section 551.071, Texas Government Code, the Board reserves the right to convene in Executive Session(s), from time to time as deemed necessary during this meeting for any posted agenda item, to receive advice from its attorney as permitted by law.

**A. Pending or Contemplated Litigation or to Seek the Advice of the City Attorney Pursuant to Section 551.071**
6. **Adjourn**

**CERTIFICATE**

I hereby certify that the above agenda was posted on this the **10th of August 2022, 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.

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## Economic Development Corporation (Type A)

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**DEPARTMENT:** City Secretary's Office  
**FROM:** Amanda Campos, City Secretary  
**MEETING:** August 15, 2022

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**SUBJECT:**

Consider approval of the minutes from the July 18, 2022 Economic Development Corporation (Type A) meeting. (*Staff Contact: Amanda Campos, City Secretary*)

**SUMMARY:**

The Burleson 4A Economic Development Corporation Board duly and legally met on July 18, 2022.

**OPTIONS:**

- 1) Board may approve the minutes as presented or approve with amendments.

**RECOMMENDATION:**

Approval

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

N/A

**FISCAL IMPACT:**

N/A

**STAFF CONTACT:**

Name: Amanda Campos, TRMC  
Department: City Secretary's Office  
Email: [acampos@burlesontx.com](mailto:acampos@burlesontx.com)  
Phone: 817-429-9665

**BURLESON 4A ECONOMIC DEVELOPMENT CORPORATION**  
**July 18, 2022**  
**DRAFT MINUTES**

**COUNCIL PRESENT:**

Rick Green  
Jimmy Stanford  
Tamara Payne  
Dan McClendon (President)  
Ronnie Johnson

**COUNCIL ABSENT:**

**Staff present:**

Bryan Langley, City Manager  
Amanda Campos, City Secretary  
Monica Solko, Deputy City Secretary  
Matt Ribitzki, Deputy City Attorney

**1. CALL TO ORDER – Time: 5:02 p.m.**

**2. GENERAL**

**A. Consider approval of minutes from the June 20, 2022 Economic Development Corp. Type A meeting. (Staff Contact: Amanda Campos, City Secretary)**

Amanda Campos, City Secretary presented board minutes for consideration to the board.

Motion by Jimmy Stanford and seconded by Rick Green to approve.

Motion passed 5-0.

*President Dan McClendon announced that items 2B and 2C would be presented together as one presentation.*

**B. Consider approval of a resolution amending the 4A Economic Development Corporation budget for fiscal year 2021-2022 by increasing appropriations in the 4A Economic Development fund in the amount of \$5,000,000. (Staff Presenter: Martin Avila, Director of Finance)**

Martin Avila, Director of Finance presented a resolution amending the 4A Economic Development Corporation budget for FY 2021-2022 to the board.

Motion by Ronnie Johnson and seconded by Jimmy Stanford to approve.

Motion passed 5-0.

**C. Consider approval of a resolution authorizing an unimproved property contract with James W. Crouch and Katherine Crouch Halwes purchasing approximately 30 acres in Johnson County, Texas. (Staff Contact: Alex Philips, Economic Development Director)**

Alex Philips, Economic Development Director presented a resolution for the purchase of unimproved property to the board.

Motion by Jimmy Stanford and seconded by Tamara Payne to approve.

Motion passed 5-0.

**3. RECESS INTO EXECUTIVE SESSION**

Pursuant to Section 551.071, Texas Government Code, the 4A Board reserves the right to convene in Executive Session(s), from time to time as deemed necessary during this meeting for any posted agenda item, to receive advice from its attorney as permitted by law.

**A. Pending or Contemplated Litigation or to Seek the Advice of the City Attorney Pursuant to Section 551.071**

-Land use, design standards, and density in the City of Burleson's transit-oriented development district

**B. Discussion Regarding Possible Purchase, Exchange, Lease, or Value of Real Property Pursuant to Section 551.072**

**C. Deliberation Regarding Commercial or Financial Information Received from or the Offer of a Financial or Other Incentive made to a Business Prospect Seeking to Locate, Stay or Expand in or Near the Territory of the City and with which the City is conducting Economic Development Negotiations Pursuant to Section 551.087**

No need for executive session at this time.

**ADJOURNMENT:**

There being no further discussion Dan McClendon adjourned the meeting.

**Time: 5:07 p.m.**

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Monica Solko  
Deputy City Secretary

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## Economic Development Corporation (Type A)

**DEPARTMENT:** Finance

**FROM:** Martin Avila

**MEETING:** August 15, 2022

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**SUBJECT:**

Consider approval of a resolution adopting the 4A Economic Development Corporation FY2022-2023 annual budget. (*Staff Presenter: Martin Avila, Finance Director*)

**SUMMARY:**

Present to the Board the FY2022-2023 4A proposed budget

Some key highlights in the proposed budget:

- FY2022-2023 proposed budget is \$4,962,661
- Proposed sales tax revenue for FY2022-2023 is \$7,117,335
- FY2022-2023 proposed budget is \$4,962,661
  - \$1,826,505 million for debt service
  - \$1,3475,000 for ED incentives
  - \$1,761,156 for personnel and operating costs
- Proposed ending fund balance is \$3,332,822

Capital Project:

- Chisholm Summit - \$35 million
- Expansion of business park - \$20 million

**OPTIONS:**

N/A

**RECOMMENDATION:**

Staff recommends approval of a resolution on the 4A Economic Development Corporation Fund FY2022-2023 proposed budget.

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

N/A

**FISCAL IMPACT:**

No fiscal impact

**STAFF CONTACT:**

Martin, Avila  
Finance Director  
[mavila@burlesontx.com](mailto:mavila@burlesontx.com)  
817-426-9651

# 4A Fund Proposed Budget FY 2022-23

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PRESENTED TO THE 4A BOARD OF DIRECTORS

AUGUST 15, 2022

# 4A Economic Development Corp

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FY 2022-2023 proposed budget is \$4,962,661

Proposed 4A sales tax revenue for FY 23 is \$7,117,335

Proposed FY 23 ending fund balance is \$3,332,822

The proposed budget includes:

- \$1,826,505 million allocated for debt service
- \$1,375,000 for economic development incentives
- \$1,761,156 for personnel and operating costs

## Capital Projects

- Chisholm Summit - \$35 million
- Expansion of business park - \$20 million



# 4A Financial Overview

	FY 21-22 Budget	FY 21-22 Estimate	FY 22-23 Projected	FY 23-24 Projected	FY 24-25 Projected	FY 25-26 Projected	FY 26-27 Projected
<b>Beginning Fund Balance</b>	\$ 2,443,008	\$ 2,474,805	\$ 973,148	\$ 3,332,822	\$ 5,134,814	\$ 5,843,217	\$ 6,560,086
Sales Tax Revenue	\$ 6,128,500	\$ 6,910,034	\$ 7,117,335	\$ 7,330,855	\$ 7,550,781	\$ 7,777,304	\$ 8,010,623
Other Revenues	\$ 213,950	\$ 1,183,685	\$ 205,000	\$ 218,200	\$ 235,321	\$ 242,381	\$ 243,424
<b>Total Revenues</b>	<b>\$ 6,342,450</b>	<b>\$ 8,093,719</b>	<b>\$ 7,322,335</b>	<b>\$ 7,549,055</b>	<b>\$ 7,786,102</b>	<b>\$ 8,019,685</b>	<b>\$ 8,254,047</b>
Personnel	\$ 272,724	\$ 315,585	\$ 326,077	\$ 329,071	\$ 341,389	\$ 354,178	\$ 367,456
Debt Service	\$ 1,990,375	\$ 1,990,375	\$ 1,826,505	\$ 3,989,764	\$ 5,286,562	\$ 5,467,495	\$ 5,465,088
380 Incentives	\$ 1,112,500	\$ 1,112,500	\$ 1,375,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000
Other Expenditures	\$ 1,115,983	\$ 6,176,916	\$ 1,145,079	\$ 1,028,228	\$ 1,049,749	\$ 1,081,143	\$ 1,102,991
Supplemental	\$ -	\$ -	\$ 290,000	\$ -	\$ -	\$ -	\$ -
<b>Total Expenditures</b>	<b>\$ 4,491,582</b>	<b>\$ 9,595,376</b>	<b>\$ 4,962,661</b>	<b>\$ 5,747,063</b>	<b>\$ 7,077,699</b>	<b>\$ 7,302,816</b>	<b>\$ 7,335,535</b>
Change in Fund Balance	\$ 1,850,868	\$ (1,501,657)	\$ 2,359,674	\$ 1,801,992	\$ 708,402	\$ 716,869	\$ 918,512
<b>Ending Fund Balance</b>	<b>\$ 4,293,876</b>	<b>\$ 973,148</b>	<b>\$ 3,332,822</b>	<b>\$ 5,134,814</b>	<b>\$ 5,843,217</b>	<b>\$ 6,560,086</b>	<b>\$ 7,478,597</b>
FB % of Expenditure	95.60%	10.14%	67.16%	89.35%	82.56%	89.83%	101.95%

MAJOR GOVERNMENTAL FUND				
4A SALES TAX REVENUE				
	2020-21 ACTUAL	2021-22 BUDGET	2021-22 ESTIMATE	2022-23 BUDGET
<b>Beginnig fund balance/ working capital</b>	\$ 7,793,082	\$ 2,443,008	\$ 2,474,806	\$ 973,149
<b>Revenues</b>				
Sales Tax	6,157,778	6,128,500	6,910,034	7,117,335
Interest	2,600	25,750	15,000	15,000
Miscellaneous	189,795	188,200	1,168,685	190,000
<b>Total revenues</b>	<b>6,350,173</b>	<b>6,342,450</b>	<b>8,093,719</b>	<b>7,322,335</b>
<b>Expenditures</b>				
Personnel Services	301,783	303,574	350,185	487,864
Material & Supplies	8,171	10,750	8,250	5,750
Purchased Services	255,750	304,367	312,758	555,873
Maintenance and Repair	24,525	35,000	27,750	35,000
Transfers out:				
4A Debt	2,393,447	1,990,375	1,990,375	1,826,505
General Fund- Adm.	256,118	366,203	366,203	176,925
Capital	2,045,760	-	-	-
Economic Incentives	385,991	1,112,500	1,112,500	1,375,000
Other Expenditures	149,137	440,355	427,355	499,744
Capital Outlay	5,847,767	5,000,000	5,000,000	-
<b>Total expenditures</b>	<b>11,668,449</b>	<b>9,563,124</b>	<b>9,595,376</b>	<b>4,962,661</b>
<b>Change in fund balance</b>	<b>(5,318,276)</b>	<b>(3,220,674)</b>	<b>(1,501,657)</b>	<b>2,359,674</b>
<b>Ending fund balance/ working capital</b>	<b>\$ 2,474,806</b>	<b>\$ (777,666)</b>	<b>\$ 973,149</b>	<b>\$ 3,332,823</b>

# Next Steps

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**September 6**

Regular City Council meeting. Public hearing on the budget and tax rate and first reading of the budget and tax rate ordinances.

**September 12**

Special City Council meeting. Final reading of the ordinances to approve the budget and tax rate.

# Questions/Comments

Burleson 4A Economic Development Corporation  
**Resolution 4A081522AnnualBudget**

**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 Board of Directors (“Board”) of the Type A Corporation has reviewed the proposed budget for Fiscal Year 2022-2023 attached hereto as Exhibit A and incorporated herein by reference for all purposes (the “Budget”); and

**WHEREAS**, the Board desires to approve the Budget, and finds the Budget will further the purposes of the Type A Corporation.

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

**Section 1**

The Budget attached hereto and incorporated herein for all purposes is adopted for the Fiscal Year beginning October 1, 2022, and ending September 30, 2023; and there is hereby appropriated from the funds indicated such projects, operations, activities, purchases and other expenditures as proposed in the Budget.

**Section 2**

As described in the attached Budget, the Type A Corporation authorizes the transfer or expenditure of \$4,962,661 in Type A sales tax revenue in FY 22-23 for the following purposes set forth in the Budget.

**Section 3**

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

**Section 4**

The Secretary of the Type A Corporation is hereby directed to publish notice of this action following ratification by City Council as required by law.

Passed and Approved and **SO RESOLVED** this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Signed:

Attest:

\_\_\_\_\_  
 President of Type A Corporation

\_\_\_\_\_  
 Secretary of the Type A Corporation

Exhibit “A”

# 4A Economic Development Corp

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