



Burleson 4A Economic Development Corporation Agenda

Monday, December 15, 2025
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 November 3, 2025 Economic Development Corporation (Type A) meeting. (*Staff Contact: Monica Solko, Deputy City Secretary*)

B. Consider and take possible action on a resolution authorizing a lease amendment between the Burleson 4A Economic Development Corporation and FWAVE, LLC, (4A121222FWAVE2ndAmendLease) of approximately 6 acres and 31,650 square feet located at 921 S. Burleson Boulevard, Burleson, Texas. (*Staff Contact: Alex Philips, Director of Economic Development*)

C. Consider and take possible action on a resolution amending the corporation's operating budget (Resolution4A081825AnnualBudget) for Fiscal year 2025-2026 for the purpose of increasing appropriations to accommodate the rolling forward of encumbrances from the prior year in the amount of \$15,632. (*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 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 4th of December 2025, by 6:00 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: December 15, 2025

SUBJECT:

Consider and take possible action on the minutes from the November 3, 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 November 3, 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
NOVEMBER 3, 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: 4:31 P.M.**

2. CITIZEN APPEARANCE

- No speakers.

3. GENERAL**A. Minutes from the October 20, 2025 Economic Development Corporation (Type A) meeting. (Staff Contact: Monica Solko, Deputy City Secretary)**

Motion by Alexa Boedeker and seconded by Phil Anderson to approve.

Motion passed 5-0.

B. 4A11032025FJRHBurlesonDLA, resolution authorizing a real estate contract between the Burleson 4A Economic Development Corporation and FJRHBurleson DLA, LLC for the purchase of approximately 11.027 acres located at 1019 S. Burleson Boulevard, Burleson, Texas in the amount of \$6.0 million dollars. (Staff Contact: Alex Philips, Economic Development Director)

Alex Philips, Economic Development Director, presented a resolution authorizing a real estate contract to the board.

Motion by Larry Scott and seconded by Adam Russell 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: 4:35 P.M.

Monica Solko
Deputy City Secretary

Economic Development Corporation (Type A)

DEPARTMENT: Economic Development


FROM: Alex Philips, Director of Economic Development

MEETING: December 15, 2025

SUBJECT:

Consider and take possible action on a resolution authorizing a lease amendment between the Burleson 4A Economic Development Corporation and FWAVE, LLC, (4A121222FWAVE2ndAmendLease) of approximately 6 acres and 31,650 square feet located at 921 S. Burleson Boulevard, Burleson, Texas. (*Staff Contact:* Alex Philips, Director of Economic Development)

STRATEGIC PRIORITY AND GOAL(S):

	Strategic Goal
 <p>Dynamic & Preferred City Through Managed Growth</p>	<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:

The Burleson 4A Economic Development Corporation purchased the property located at 921 S. Burleson Boulevard in 2015 for the purpose of securing a vision the City has for the Hidden Creek Parkway & 35W future development of Commercial identified in the Future Land Use Plan.

FWAVE was a startup business out of New Zealand and has grown into a company that is reinventing the roofing industry. They manufacture a polymer-based shingle that carries a hail and wind warranty that does not exist with any other shingle in the world.

The Burleson 4A leased the 31,650 square foot building to FWAVE for a period of 5 years at a rate of \$5.50/ft in 2015. At the end of that term FWAVE needed more time as the business had not grown to the point where they needed more space to add more manufacturing lines. In 2019, the Burleson 4A amended the lease for the same rate of \$5.50/ft for an additional 3 years. In 2022 the lease was amended a 3rd time to extend it another 2 years at the rate of \$7.50/ft with an option for a 3rd year at a rate of \$9.00/ft. The lease amendment was requested as COVID put a hold on their growth and needed more time to find a site and capital.

Staff has been in constant contact with the owner of the company and staff is confident about their future. They are finishing an agreement with a large recipient that would require them to expand their footprint from 1 production line to 6 within 3 years.

Due to this development they are requesting a lease amendment of 2 years with an option for an additional year. The initial rate would be for \$9.00/ft and if needed the additional year would be at \$11.00/ft.

RECOMMENDATION:

Staff recommends approval

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

N/A

REFERENCE:

FISCAL IMPACT:

Proposed Expenditure/Revenue: Revenue of \$284,850 per year

Account Number(s): 201-47000

Fund: 4A

Account Description: Other Rental Fees

STAFF CONTACT:

Alex Philips

Director of Economic Development

aphilips@burlesontx.com

817-426-9613



Economic Development

Lease History

- FWAVE leases 921 S. Burleson Boulevard from the Burleson EDC. The building is 31,650 square feet on approximately 6 acres.
- Original Lease was approved on November 16, 2015 for a term of 5 years at a rate of \$5.50/ft
- The lease was extended on June 17, 2019, for an additional 3 years at the same rate of \$5.50/ft.
- The lease amendment was requested as FWAVE needed more time to identify a future site for their expansion. COVID basically put a hold on a site search.
- Lease was amended in 2022 for an additional 2 years at \$7.50/ft (\$237,375) with an option for a 3rd year at \$9.00/ft (\$284,850) that expires this December.



Item B.



Amendment Details

- FWAVE is finishing up an agreement with a large recipient of their product that will require a new building with 6 production lines. The current building has 1 line.
- FWAVE has identified a property within the City of Burleson for the expansion of the business.
- Term would be for an additional 2 years with an option for a 3rd year.
- Rental rate for the 2 year period would be at the rate of \$9.00 per foot for annual total of \$284,850.
- The 3rd year option would need to be mutually agreed to and it would be at a rate of \$11.00 per foot for an annual total of \$348,150.
- Staff has been in constant contact with the owner and is confident that FWAVE is progressing aggressively towards an expansion.



Item B.



Questions / Comments

**THIRD AMENDMENT TO
COMMERCIAL LEASE AGREEMENT
BETWEEN
BURLESON 4A ECONOMIC DEVELOPMENT CORPORATION
AND
FWAVE, LLC**

This Third Amendment to the Commercial Lease Agreement ("Second Amendment") is made effective as of the 1 day of December, 2005 (the "Third Amendment Effective Date"), by and between BURLESON 4A ECONOMIC DEVELOPMENT CORPORATION ("Landlord") and FWAVE, LLC ("Tenant").

WHEREAS, Landlord and Tenant entered into a commercial lease agreement on November 6, 2015 ("Original Lease") granting Tenant certain rights to lease land and improvements owned by Landlord; and

WHEREAS, Landlord and Tenant amended the Original Lease on January 1, 2019 ("First Amendment") making certain amendments to the Original Lease and ratifying the remainder of the Original Lease; and

WHEREAS, Landlord and Tenant amended the Original Lease and First Amendment on December 12, 2022 ("Second Amendment") (collectively with the Original Lease and First Amendment the "Lease") making certain amendments to the Original Lease and First Amendment and ratifying the remainder of the Lease; and

WHEREAS, the Landlord and Tenant desire to amend the Lease to extend the lease term, allow for an optional renewal lease term, and amend the rent amount; and

WHEREAS, the Parties agree to ratify the Lease in all other respects;

NOW, THEREFORE, Landlord and Tenant amend the Lease by this Third Amendment as follows:

1. **Term.** Landlord hereby leases the Leased Premises to Tenant, and Tenant hereby leases the same from Landlord beginning on January 1, 2026 and ending on December 31, 2027 (the "Third Amended Initial Term").
2. **Renewals.** Tenant and Landlord may renew the Lease for one (1) extended term of one (1) year (the "Third Amended Renewal Term"). Tenant and Landlord may exercise such renewal option, if at all, by both parties agreeing to such renewal in writing not less than sixty (60) days prior to the expiration of the Third Amended Initial Term. The renewal term shall be at the rental set forth below, and otherwise upon the same covenants, conditions, and provisions as provided in this agreement.
3. **Rent.** Tenant shall pay Landlord during the Third Amended Initial Term rental of TWO HUNDRED EIGHTY-FOUR THOUSAND EIGHT HUNDRED AND FIFTY DOLLARS

(\$284,850.00) per year for two years, payable in installments of TWENTY-THREE THOUSAND SEVEN HUNDRED THIRTY-SEVEN DOLLARS AND FIFTY CENTS (\$23,737.50) per month. Each installment payment shall be due in advance on the first day of each calendar month during the lease term to Landlord at Burleson City Hall, 141 W. Renfro St., Burleson, TX 76028 Attn: Finance Department or at such other place designated by written notice from Landlord to Tenant. The rental payment amount for any partial calendar months included in the lease term shall be prorated on a daily basis.

The rental for the Third Amended Renewal Term, if created as permitted under this agreement, shall be THREE HUNDRED FORTY-EIGHT THOUSAND ONE HUNDRED AND FIFTY DOLLARS (\$348,150.00) per year, payable in installments of TWENTY-NINE THOUSAND TWELVE DOLLARS AND FIFTY CENTS (\$29,012.50) per month.

4. **Recitals.** The recitals found at the beginning of this Third Amendment and any attachments hereto are an integral part of this Third Amendment and are deemed incorporated by reference herein for all purposes.
5. **Terms; Conflict between Lease and Amendment.** The terms and conditions of the Lease are incorporated herein by this reference, and capitalized terms used in this Third Amendment shall have the same meanings such terms are given in the Lease. Except as specifically set forth herein, this Third Amendment shall in no way modify, alter or amend the remaining terms of the Lease, all of which are ratified by the parties and shall remain in full force and effect. To the extent there is any conflict between the terms and conditions of the Lease and this Third Amendment, the terms and conditions of this Third Amendment will govern and control.

Executed by the parties below.

LANDLORD:

**BURLESON 4A ECONOMIC DEVELOPMENT
CORPORATION,
a Texas municipal development corporation**

By: _____


Name: _____

Title: _____

Date: _____

TENANT:

FWAVE, LLC,
A Delaware limited liability company

By: 

Name: ANDREW HAYNES

Title: DIRECTOR

Date: 1/11/25

Economic Development Corporation (Type A)

DEPARTMENT: Finance


FROM: Kevin Hennessey, Interim Director of Finance

MEETING: December 15, 2025

SUBJECT:

Consider and take possible action on a resolution amending the corporation's operating budget (Resolution4A081825AnnualBudget) for Fiscal Year 2025-2026 for the purpose of increasing appropriations to accommodate the rolling forward of encumbrances from the prior year in the amount of \$15,632. (*Staff Contact: Kevin Hennessey, Interim Director of Finance*)

STRATEGIC PRIORITY AND GOAL(S):

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

SUMMARY:

The City of Burleson continues to utilize the purchase order and contract system to encumber funds, and at the end of September 30, 2025 the balances of open orders and contracts require an amendment to the FY 2025-2026 budget by increasing the relevant line items in the new year to shift budget authority from last fiscal year to the new fiscal year. The encumbrance roll forward is in accordance with generally accepted accounting principles. The net effect is lowering encumbrances in FY 2024-2025 and rolling forward the available funds to the current year. Capital project encumbrances are excluded from the budget amendment since capital projects have multi-year appropriations over the life of the project. The total encumbrances for all funds to be brought forward is \$15,632 for an Economic Development Incentive agreement with C&C Burleson.

RECOMMENDATION:

Approve the ordinance amending the City budget for Fiscal Year 2025-2026 by increasing appropriations to various funds.

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

August 18, 2025, the 4A Board approved the budget and Capital Improvement Plan

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

REFERENCE:

CSO#5910-09-2025

FISCAL IMPACT:

Fund	Budget Roll	FY 2026 Total Impact
BCDC 4A Sales Tax SRF	\$ 15,632	\$ 15,632
Total Impact	\$ 15,632	\$ 15,632

STAFF CONTACT:

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



Fiscal Year 2025-2026 Mid-Year Budget Amendment

PRESENTED TO THE ECONOMIC DEVELOPMENT CORPORATION (TYPE A) ON
DECEMBER 15, 2025

Overview

Item C.



Total Fiscal Impact of the Budget Amendment



Purpose of the Budget Amendment by Fund



Fiscal Impact of the Budget Amendment by Fund

Purpose of the Budget Amendment



Obtain authorization for changes in the accounting system in response to year-end closing



Year-end closing produced:

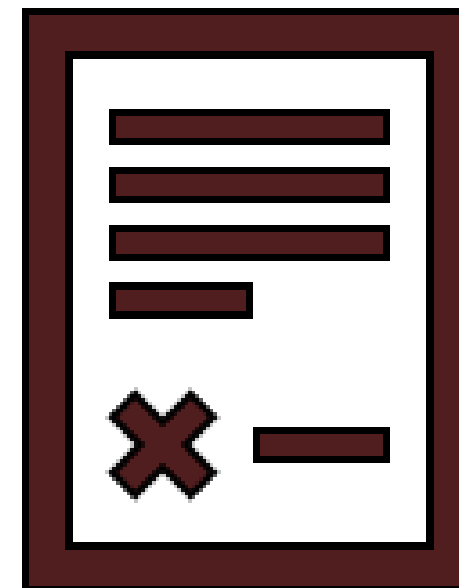
- Reduced Fiscal Year 2024-2025 expenditures
- Increased Fiscal Year 2025-2026 budget



Proposed 2026 adjustments

Accounting for Encumbrances

Encumbrances represent commitments related to contracts not yet performed, and orders not yet filled. They are used for budgetary control and expenditure management.



Fiscal Impact of the Budget Amendment

Fund	FY 2026 Total Impact
BCDC 4A Sales Tax SRF	\$ 15,632
Total Impact	<u>\$ 15,632</u>

4A

Department	Account	Vendor / Description	Proposed Amendment
Engineering/Development	Econ Dev Incentive	C&C Burleson	\$ 15,632
Total Impact			\$ 15,632

Recommendation / Action Requested

Approve an ordinance requesting a Mid-Year Budget Amendment to increase the appropriations in the amount of \$15,632 in various funds to accommodate operating and capital needs.

Questions / Comments

Item C.

Burleson 4A Economic Development Corporation
Resolution 4A121525BudgetAmendment

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, on or about August 18, 2025, the Board of Directors of the Type A Corporation (the “Board”) passed an annual operating budget for Fiscal Year 2025-2026 in Resolution No. 4A081825AnnualBudget and may have made additional amendments thereto (collectively with amendments, the “Budget”); and

WHEREAS, the Type A Corporation desires to amend the Budget as provided herein; and

WHEREAS, the Board finds that the Budget as amended sets forth the use of tax proceeds for the upcoming fiscal year, which includes promotional expenses, business recruitment and retention, administrative expenses and other expenses that are incident to placing projects of the Type A Corporation into operation, costs of projects of the Type A Corporation, including payments of bonds or other obligations, and maintenance and operating expenses of projects of the Type A Corporation; and

WHEREAS, the Board finds that the use of the tax proceeds as described in the Budget meets the requirements of Sections 501.152, 502.051, and 504.105 and Subchapter G of Chapter 504 of the Texas Local Government Code, specifically Sections 504.302 and 504.303; and

WHEREAS, the Board desires to approve the amended Budget, and finds the amended 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

In addition to those amounts allocated in the Budget, there shall also be increased estimated appropriations in the amount of \$15,632, as set forth on Exhibit “A,” for the purpose of rolling forward of encumbrances from the prior fiscal year.

Section 2

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

Section 3

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 _____, 2025.

Signed:

Attest:

President of Type A Corporation

Secretary of the Type A Corporation

Exhibit "A"

Fund	Budget Roll	FY 2026 Total Impact
BCDC 4A Sales Tax SRF	\$ 15,632	\$ 15,632
Total Impact	\$ 15,632	\$ 15,632