



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

**Monday, August 19, 2024
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 approval of the minutes from the July 22, 2024 Economic Development Corporation (Type A) meeting. *(Staff Contact: Amanda Campos, City Secretary)*

B. Consider approval of a resolution adopting the Burleson 4A Economic Development Corporation FY 2024-2025 annual budget. *(Staff Contact: Harlan Jefferson, Deputy City Manager)*

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. The Board may reconvene into open session and take action on posted items.

- A. Pending or contemplated litigation or to seek the advice of the City Attorney pursuant to Section 551.071, Texas Government Code**
- B. Discussion regarding possible purchase, exchange, lease, or value of real property pursuant to Section 551.072, Texas Government Code**
- 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, Texas Government Code**

6. ADJOURN

CERTIFICATE

I hereby certify that the above agenda was posted on this the 14th of August 2024, 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: Amanda Campos, City Secretary
MEETING: August 19, 2024

SUBJECT:

Consider approval of the minutes from the July 22, 2024 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 22, 2024 for a regular meeting.

RECOMMENDATION:

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

FISCAL IMPACT:

N/A.

STAFF CONTACT:

Amanda Campos, TRMC
Deputy City Secretary
acampos@burlesontx.com
817-426-9665

BURLESON 4A ECONOMIC DEVELOPMENT CORPORATION

July 22, 2024
DRAFT MINUTES

BOARD MEMBERS PRESENT:

Larry Scott, Place 1
Phil Anderson, Place 2

Alexa Boedeker, Place 4
Adam Russell, Vice-President, Place 5

BOARD MEMBERS ABSENT:

Dan McClendon, President, Place 3

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.

Amanda Campos, City Secretary, called the meeting to order. **Time: 4:33 P.M.**

2. OATH OF OFFICE

A. Administer the Oath of Office to Place 4 Alexa Boedeker and Place 5 Adam Russell for FY 2024-2027. (Staff Presenter: Amanda Campos, City Secretary)

Amanda Campos, City Secretary, administered the oath of office to Place 4 Alexa Boedeker and Place 5 Adam Russell.

B. Nominate and elect a President and Vice President for the Burleson Economic Development Corporation Board for FY 2024-2025. (Staff Presenter: Amanda Campos, City Secretary)

Motion by Adam Russell and seconded by Phil Anderson nominating Dan McClendon for President.

Motion passed 4-0, with Dan McClendon absent.

Motion by Phil Anderson and second Alexa Boedeker nominating Adam Russell for Vice-President.

Motion passed 4-0, with Dan McClendon absent.

Vice-President Adam Russell continued the meeting.

3. **CITIZEN APPEARANCE**

- No speakers.

4. **GENERAL**

A. **Minutes from the May 20, 2024 Economic Development Corporation (Type A) meeting. (Staff Contact: Amanda Campos, City Secretary)**

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

Motion passed 4-0, with Dan McClendon absent.

B. **Speaking Contracts (Contract Numbers: 4AProjectUDannyGoldberg, 4AProjectUBeeDowntown, 4AProjectUAmandaBox, 4AProjectUJohAcuff, 4AProjectUGregoryOffner) for the 2025 Project U Leadership Conference (Staff Contact: Alex Philips, Director of Economic Development)**

Alex Philips, Director of Economic Development, presented speaking contracts to the board.

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

Motion passed 4-0, with Dan McClendon absent.

5. **BOARD REQUESTS FOR FUTURE AGENDA ITEMS OR REPORTS**

- None.

6. **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**

- No executive session needed.

7. **ADJOURNMENT**

There being no further discussion Vice-President Adam Russell adjourned the meeting.

Time: 4:42 P.M.

Monica Solko
Deputy City Secretary

Economic Development Corporation (Type A)

DEPARTMENT: Finance

FROM: Harlan Jefferson, Deputy City Manager

MEETING: August 19, 2024

SUBJECT:

Consider approval of a resolution adopting the Burleson 4A Economic Development Corporation FY 2024-2025 annual budget. *(Staff Contact: Harlan Jefferson, Deputy City Manager)*

SUMMARY:

The purpose of the resolution is to have the Board of Directors of the Burleson 4A Economic Development Corporation approve and adopt the FY 2024-2025 budget.

Some key highlights in the proposed FY 2024-2025 budget include:

- Beginning Fund Balance: \$6,295,522
- Revenues: \$10,395,414
- Expenses: \$10,976,718
- Ending Fund Balance: \$ 5,714,218
- Incentives: \$4,755,900
 - Craftmasters: \$3,700,000 (offset with \$2,375,000 land purchase)
 - Alley Cats: \$30,900
 - Project Facelift: \$425,000
 - Bear Claw: \$150,000
 - Frosty: \$200,000
 - 1611: \$250,000

RECOMMENDATION:

Staff recommends approval of the resolution.

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

N/A

REFERENCE:

N/A

FISCAL IMPACT:

N/A

STAFF CONTACT:

Harlan Jefferson
Deputy City Manager
hjefferson@burlesontx.com
817-426-9651

4A Economic Development Corporation FY 2024-2025 Proposed Budget

PRESENTED TO THE 4A BOARD, AUGUST 19, 2024

4A Fund Highlights

- 4A fund supports economic development operations, incentives and capital improvement plan
 - FY2025 4A Incentives: \$4,755,900
 - Craftmasters: \$3,700,000 (offset with \$2,375,000 land purchase)
 - Alley Cats: \$30,900
 - Project Facelift: \$425,000
 - Bear Claw: \$150,000
 - Frosty: \$200,000
 - 1611: \$250,000
 - 4A Fund Highlights
 - FY2025 Beginning Balance \$6,295,522
 - Revenues \$10,395,414
 - Expenses \$10,976,718
 - Ending Balance \$5,714,218

4A Recommended Supplemental Requests

4A Fund

DISCRETIONARY

DEPARTMENT	REQUEST SUMMARY	FTE	DISCRETIONARY ONE TIME	DISCRETIONARY ONGOING	Revenue/Offset	FY24-25 BUDGET
4A Economic Devlp	Economic Development Analyst	1.00	3,000	102,391		105,391
TOTAL		1.00	\$ 3,000	\$ 102,391	\$ -	\$ 105,391

4A Three-Year Summary

Item B.

MAJOR GOVERNMENTAL FUND				
4A SALES TAX REVENUE				
	2022-23	2023-24	2023-24	2024-25
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	PROPOSED BUDGET
Beginning fund balance/ working capital	\$ 1,148,511	\$ 5,433,397	\$ 5,433,397	\$ 6,295,522
Revenues				
Sales & Use Taxes	7,347,726	7,594,138	7,594,138	7,643,839
Investment Earnings	161,674	100,000	100,000	75,000
Miscellaneous	338,607	290,000	290,000	301,575
Ofs-Sale Of Capital	-	2,375,000	2,375,000	2,375,000
Total Revenues	7,848,007	10,359,138	10,359,138	10,395,414
Expenditures				
Salaries	308,555	328,235	353,288	524,266
Benefits	148,378	147,518	155,268	216,859
Reimb Personnel	52,992	92,246	92,246	-
Personnel Developmnt	20,486	45,925	45,925	87,175
Misc	316,846	4,869,729	4,869,729	296,500
Supplies	1,659	6,000	6,000	8,750
Minor Furn & Equip	-	-	-	1,500
Outside Services	83,992	430,250	430,250	144,067
Infr Maint & Repair	2,772	30,000	30,000	27,500
Utilities	16,334	29,041	37,121	26,885
Contribution To Isf	139,744	220,674	220,674	463,220
Economic Development Incentives	201,761	4,491,060	4,491,060	4,755,900
Cost Allocation Exp	176,925	156,564	156,564	161,260
Tranfers Out	2,092,677	2,757,636	3,218,075	4,262,836
Total Expenditures	3,563,121	9,113,818	9,615,140	10,976,718
Change in fund balance	4,284,886	1,245,320	743,998	(581,304)
Ending fund balance/ working capital	\$ 5,433,397	\$ 6,678,717	\$ 6,177,395	\$ 5,714,218

4A Financial Overview

	FY 22-23 Actual	FY 23-24 Adopted	FY 23-24 Revised	FY 23-24 Year End	FY 24-25 Proposed	FY 25-26 Projected	FY 26-27 Projected	FY 27-28 Projected	FY 28-29 Projected
Beginning Fund Balance	\$ 1,148,511	\$ 5,433,397	\$ 5,433,397	\$ 5,433,397	\$ 6,295,522	\$ 5,714,218	\$ 7,624,267	\$ 8,648,647	\$ 9,078,366
Sales Tax Revenue	\$ 7,347,726	\$ 7,594,138	\$ 7,594,138	\$ 7,421,203	\$ 7,643,839	\$ 7,873,155	\$ 8,109,349	\$ 8,352,630	\$ 8,603,209
Other Revenues	\$ 500,281	\$ 2,765,000	\$ 2,765,000	\$ 550,000	\$ 2,751,575	\$ 385,622	\$ 394,941	\$ 404,539	\$ 414,425
Total Revenues	\$ 7,848,007	\$ 10,359,138	\$ 10,359,138	\$ 7,971,203	\$ 10,395,414	\$ 8,258,777	\$ 8,504,290	\$ 8,757,169	\$ 9,017,634
Personnel	\$ 530,411	\$ 613,924	\$ 646,727	\$ 646,727	\$ 741,125	\$ 767,696	\$ 795,281	\$ 823,921	\$ 853,659
Debt Service	\$ 1,826,506	\$ 2,757,636	\$ 2,757,636	\$ 3,218,073	\$ 4,126,727	\$ 3,808,263	\$ 5,390,731	\$ 6,187,868	\$ 5,801,215
Incentives (ED)	\$ 201,761	\$ 4,491,060	\$ 4,491,060	\$ 992,500	\$ 4,755,900	\$ 531,827	\$ 32,782	\$ 33,766	\$ 34,778
Other Expenditures	\$ 1,004,443	\$ 1,251,198	\$ 1,719,717	\$ 2,251,778	\$ 1,352,966	\$ 1,381,135	\$ 1,405,515	\$ 1,430,625	\$ 1,456,489
Total Expenditures	\$ 3,563,121	\$ 9,113,818	\$ 9,615,140	\$ 7,109,078	\$ 10,976,718	\$ 6,488,921	\$ 7,624,308	\$ 8,476,180	\$ 8,146,141
Change in Fund Balance	\$ 4,284,886	\$ 1,245,320	\$ 743,998	\$ 862,125	\$ (581,304)	\$ 1,769,856	\$ 879,982	\$ 280,989	\$ 871,493
Ending Fund Balance	\$ 5,433,397	\$ 6,678,717	\$ 6,177,395	\$ 6,295,522	\$ 5,714,218	\$ 7,484,074	\$ 8,504,249	\$ 8,929,636	\$ 9,949,858
FB % of Expenditure	152.49%	73.28%	64.25%	88.56%	52.06%	115.34%	111.54%	105.35%	122.14%

4A, 4B, & TIF 2 Five Year CIP Plan

Item B.

4A Projects	2025	2026	2027	2028	2029	Total
Alsbury Blvd	\$4,001,277	\$10,000,000				\$14,501,277
Lakewood Drive Extension	\$100,000	\$9,800,000				\$9,900,000
Hooper Business Park Sign		\$200,000				\$200,000
Future Project			\$10,000,000			\$10,000,000
Total	\$4,101,277	\$20,000,000	\$10,000,000	\$0	\$0	\$10,100,000

4B Projects	2025	2026	2027	2028	2029	Total
Bailey Lake			\$498,750			\$498,750
Bartlett				\$420,000		\$420,000
Centennial	\$525,000					\$525,000
Chisenhall					\$336,000	\$336,000
Heberle				\$336,000		\$336,000
Mistletoe Hill			\$585,000			\$585,000
Bathroom Additions		\$157,500		\$162,225		\$319,725
Chisenhall Field Turf	\$2,205,000					\$2,205,000
Adult Softball Fields			\$2,163,000			\$2,163,000
Shannon Creek Park	\$1,881,675					\$1,881,675
Community Park		\$540,750				\$540,750
BRiCk Roof Replacement					\$1,200,000	\$1,200,000
Dry Sauna		\$422,940				\$422,940
BRiCk Monument Sign			\$38,955			\$38,955
Greens Resurface at HCGC			\$417,375			\$417,375
Pond Renovation			\$94,685			\$94,685
Green Ribbon	\$90,000					\$90,000
Total	\$4,701,675	\$1,121,190	\$3,797,765	\$918,225	\$1,536,000	\$12,074,855

TIF 2 Projects	2025	2026	2027	2028	2029	Total
Ellison & Wilson- Sidewalk ADA	\$233,377					\$233,377
Old Town Lighting Improvements (Bransom & Bufford)	\$273,201					\$273,201
Total	\$506,578	\$0	\$0	\$0	\$0	\$506,578

Options

- Recommend approval of 4A FY 2025 proposed budget
- Not recommend approval of FY 2025 proposed budget
- Staff recommends approval

QUESTIONS/COMMENTS

Burleson 4A Economic Development Corporation
Resolution 4A081924AnnualBudget

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 2024-2025 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, 2024, and ending September 30, 2025; 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 \$10,976,718 in Type A sales tax revenue in FY 24-25 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"

MAJOR GOVERNMENTAL FUND				
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