

# City of Burnet City Council



## Item Brief

### **Meeting Date**

May 13, 2025

### **Agenda Item**

Discuss and consider action: Resolution No. R2025-18: K. McBurnett

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BURNET, TEXAS, AUTHORIZING THE TERMINATION OF THE COMMERCIAL LEASE AGREEMENT FOR THE CURRENT CITY HALL AND AUTHORIZE THE MAYOR TO PROVIDE THE REQUIRED SIX-MONTH WRITTEN NOTICE

### **Information**

The City of Burnet currently leases office space for City Hall at 1001 Buchanan Drive, Suites 4, 5, and 6, under a Commercial Lease Agreement with Danforth Holdings, Ltd., which began on June 1, 2019.

The lease was extended twice—first by the First Amendment (April 12, 2022) and later by the Second Amendment (December 12, 2023)—granting the City the right to terminate the lease without cause on or after June 30, 2025, with six months' prior written notice.

The new City Hall, located at 301 East Jackson Street, is currently under construction, and the City is preparing for the transition to the new facility.

This Resolution formally authorizes the Mayor to exercise the City's right to terminate the lease by providing the required six-month notice to the landlord with an effective termination date of November 30, 2025. This ensures a smooth transition to the new City Hall facility while maintaining continuity of City operations.

### **Fiscal Impact**

The monthly rent payment of \$4,781.48 would discontinue as of November 30, 2025.

### **Recommendation**

Staff recommends approval of Resolution No. R2025-18 as presented.

## **RESOLUTION NO. R2025-18**

### **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BURNET, TEXAS, AUTHORIZING THE TERMINATION OF THE COMMERCIAL LEASE AGREEMENT FOR THE CURRENT CITY HALL AND AUTHORIZE THE MAYOR TO PROVIDE THE REQUIRED SIX-MONTH WRITTEN NOTICE**

**WHEREAS**, the City of Burnet (the "City") entered into a Commercial Lease Agreement with Danforth Holdings, Ltd. for the lease of premises located at 1001 Buchanan Drive, Suites 4, 5, and 6, Burnet, Texas (the "Leased Premises"), effective June 1, 2019; and

**WHEREAS**, the City and Landlord executed a First Amendment to extend the lease term on April 12, 2022, and a Second Amendment on December 12, 2023, which provides the City with the right to terminate the lease without cause, effective on or after June 30, 2025, with six months' prior written notice to the Landlord; and

**WHEREAS**, the new City Hall, located at 301 East Jackson Street, Burnet, Texas, is under construction and the City is preparing for relocation; and

**WHEREAS**, the City Council finds it in the best interest of the City to exercise its right to terminate the lease agreement for the current City Hall to provide an appropriate transition period for the move to the new facility.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BURNET, TEXAS, AS FOLLOWS:**

**Section One. Findings.** The recitals set out above are hereby approved and incorporated herein for all purposes.

**Section Two. Approval.** The City Council of the City of Burnet hereby approves the termination of the Commercial Lease Agreement for the current City Hall at 1001 Buchanan Drive with an effective termination date of November 30, 2025.

**Section Three. Authorization.** The Mayor is authorized to execute any and all documents to effectuate the intent of this resolution.

**Section Four. Open Meetings.** It is hereby officially found and determined that the meeting at which this resolution was passed was open to the public and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act.

**Section Five. Effective Date.** That this resolution shall take effect immediately upon its passage, and approval as prescribed by law.

**PASSED AND APPROVED** on this the 13th day of May 2025.

**CITY OF BURNET, TEXAS**

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Gary Wideman, Mayor

**ATTEST:**

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Maria Gonzales, City Secretary