
Community Service Development Corporation (Type B)

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 (Resolution4B081825AnnualBudget) for Fiscal Year 2025-2026 for the purpose of increasing appropriations to various funds to accommodate the rolling forward of encumbrances from the prior year and various operating items in the amount of \$289,114. (*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 \$178,897 and operating adjustments decreasing the budget for the Athletic Field Attendant (\$13,608), and increasing the budget for the Chisenhall payment to BYA in the amount of \$75,000.

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 4B 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)

October 20, 2025, the 4B Board approved an amendment to the annual operating and five year Capital Improvement Plan (CIP)

REFERENCE:

CSO#5910-09-2025

FISCAL IMPACT:

Fund	FY 2026 Total Impact
BCDC 4B Sales Tax SRF	\$ 1,300
Parks Performance Fund	\$ 287,814
Total Impact	\$ 289,114

STAFF CONTACT:

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