
City Council Regular Meeting

DEPARTMENT: Finance


FROM: Kevin Hennessey, Interim Finance Director

MEETING: December 15, 2025

SUBJECT:

Consider and take possible action on an ordinance amending the City operating budget (CSO#5910-09-2025) for Fiscal Year 2025-2026 by increasing appropriations to various funds by \$2,806,782 to accommodate the rolling forward of encumbrances from the prior year and various operating items; and time is of the essence. (First and Final Reading) *(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 \$2,691,390; the net effect of the encumbrance roll forward lowers encumbered expenditures in FY 2024-2025 and rolls appropriations into the FY 2025-2026 budget. In addition to the encumbrance roll the budget amendment proposes increasing the FY 2025-2026 budget to include the payment of \$75,000 to BYA related to the Chisenhall Sports Complex management contract execution, reducing a part time position in the Parks Performance Fund that was proposed to be effective if the aforementioned contract was not

executed by the amount of (\$13,608), and increasing the Public Safety Grant Fund to appropriate funding related to the City's \$54,000 award for the Office of the Governor's Victim's Assistant Grant.

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):

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

October 20, 2025, the City Council approved a Budget Amendment to increase appropriations to accommodate various increases related to the Chisenhall Sports Complex management agreement.

REFERENCE:

CSO#5910-09-2025

FISCAL IMPACT:

Fund	FY 2026 Total Impact
General Fund	\$ 589,924
BCDC 4A Sales Tax SRF	\$ 15,632
BCDC 4B Sales Tax SRF	\$ 1,300
Parks Performance Fund	\$ 287,814
Public Safety Grants Fund	\$ 54,000
ARPA Grant Fund	\$ 358,233
Misc SRF	\$ 5,664
Water & Wastewater Fund	\$ 34,142
Eqpt Repl - Governmental	\$ 1,155,822
Eqpt Repl - Proprietary	\$ 304,252
Total Impact \$	2,806,782

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