



**Community Service Development
Corporation (Type B) Agenda**

Monday, March 23, 2026
4:45 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 February 16, 2026 Community Services Corporation (Type B) Board meeting. *(Staff Contact: Lisandra Leal, Assistant City Secretary)*

B. Consider and take possible action on an amendment to Resolution 4B102025AmendAnnualBudget by amending the Capital Improvement Plan. *(Staff Contact: Randy Morrison, P.E., Director of Capital Engineering)*

C. Consider and take possible action on a resolution amending the corporation's operating budget (Resolution4B081825AnnualBudget) for Fiscal year 2025-2026 by increasing appropriations in the amount of \$28,000, and by increasing anticipated revenues by \$28,000. *(Staff Contact: Kevin Hennessey, Deputy 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 12th of March 2026, by 5:00 p.m., on the official bulletin board at the Burlleson City Hall, 141 W. Renfro, Burlleson, Texas.



Amanda Campos

City Secretary

ACCESSIBILITY STATEMENT

The Burlleson 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.

Community Service Development Corporation (Type B)

DEPARTMENT: City Secretary’s Office
FROM: Lisandra Leal, Assistant City Secretary’s Office
MEETING: March 23, 2026

SUBJECT:

Consider and take possible action on the minutes from the February 16, 2026 Community Services Corporation (Type B) Board meeting. *(Staff Contact: Lisandra Leal, Assistant City Secretary)*

STRATEGIC PRIORITY AND GOAL(S):

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

SUMMARY:

The Burleson 4B Community Services Corporation Board duly and legally met on February 16, 2026 for a regular meeting.

RECOMMENDATION:

I 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:

Lisandra Leal
Assistant City Secretary
lleal@burlesontx.com
817-426-9687

**BURLESON COMMUNITY SERVICE DEVELOPMENT CORPORATION (4B)
FEBRUARY 16, 2026
MINUTES**

Board Members Present:

Phil Anderson
Chris Fletcher
Victoria Johnson
Dan McClendon, President
Antony Cognasi

Board Members Absent:

Joy Larabell
James Luckie

Staff Present:

Tommy Ludwig, City Manager
Harlan Jefferson, Deputy City Manager
Eric Oscarson, Deputy City Manager
Monica Solko, Deputy City Secretary
Lisandra Leal, Assistant City Secretary
Matt Ribitzki, Deputy City Attorney

1. CALL TO ORDER – Time: 4:30 p.m.

President Dan McClendon called the meeting to order. **Time: 4:30 p.m.**

2. CITIZEN APPEARANCE

- No speakers.

3. GENERAL

A. Minutes from the December 15, 2025 Community Services Corporation (Type B) Board meeting. (Staff Contact: Monica Solko, Deputy City Secretary)

Motion was made by Victoria Johnson and seconded by Chris Fletcher to approve.

Motion passed 5-0, with Joy Larabell and James Luckie absent.

B. 4B02162026AmendAnnualBudget, resolution amending the corporation's operating budget (Resolution4B081825AnnualBudget) for Fiscal year 2025-2026 by increasing the revenues by \$1,492,975 and the appropriations in the amount of \$373,778. (Staff Contact: Kevin Hennessey, Deputy Director of Finance)

Kevin Hennessey, Interim Director of Finance, presented a resolution to the board.

Motion was made by Victoria Johnson and seconded by Chris Fletcher to approve.

Motion passed 5-0, with Joy Larabell and James Luckie absent.

4. BOARD REQUESTS FOR FUTURE AGENDA ITEMS OR REPORTS

- None.

5. RECESS INTO EXECUTIVE SESSION

Pursuant to Section 551.071, Texas Government Code, the Board reserves the right to convene into Executive Session(s), from time to time as deemed necessary during this meeting for any posted agenda item, to receive advice from its attorney as permitted by law.

A. Pending or Contemplated Litigation or to Seek the Advice of the City Attorney Pursuant to Section 551.071.

- No Executive Session needed.

6. ADJOURN

There being no further discussion President Dan McClendon adjourned the meeting.

Time: 4:37 p.m.

Lisandra Leal
Assistant City Secretary

Community Service Development Corporation (Type B)

DEPARTMENT: Capital Engineering

FROM: Randy Morrison, P.E., Director of Capital Engineering

MEETING: March 23, 2026

SUBJECT:

Consider and take possible action on an amendment to Resolution 4B102025AmendAnnualBudget by amending the Capital Improvement Plan. *(Staff Contact: Randy Morrison, P.E., Director of Capital Engineering)*

STRATEGIC PRIORITY AND GOAL(S):

Strategic Priority	Strategic Goal
 <p>Dynamic & Preferred City Through Managed Growth</p>	<p>2.4 Implement the city's Capital Improvement Program</p>

SUMMARY:

The Burleson Community Service Development Corporation approved their annual budget on August 18, 2025 via Resolution 4B081825AnnualBudget. On September 2, 2025, the Council ratified the 4B budget. On September 8, 2025 the Council approved the final reading of the City's FY 2026-2030 annual budget and capital improvement plan (CIP). Subsequently, on October 20, 2025, the Burleson Community Service Development Corporation and City Council adopted a resolution to amend the City's FY 2026-2030 CIP. Since adopting the budget, staff has prepared recommended updates to the CIP for Board approval.

RECOMMENDATION:

Staff recommends approval of a resolution amending the five-year Capital Improvement Plan.

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

The Burleson Community Service Development Corporation approved their annual budget on August 18, 2025 via Resolution 4B081825AnnualBudget.

On September 2, 2025, the Council ratified the 4B budget.

On September 8, 2025, the Council approved the final reading of the City's FY 2026-2030 annual budget with the five-year Capital Improvement Plan (CIP).

On October 20, 2025, the Burleson Community Service Development Corporation and City Council adopted a resolution to amend the City's FY 2026-2030 CIP.

REFERENCE:

Resolution 4B102025AmendAnnualBudget

FISCAL IMPACT:

N/A

STAFF CONTACT:

Randy Morrison, PE
Director of Capital Engineering
rmorrison@burlesontx.com
817-426-9612



FY 2026-2030 4B CIP Amendment

PRESENTED TO THE BURLESON COMMUNITY SERVICE DEVELOPMENT CORPORATION ON
MARCH 23, 2026

4B Updates

August 18, 2025 4B
Corp Approved FY26
Annual Budget

September 2, 2025
City Council Ratified
the 4B Budget

September 8, 2025
City Council FY26
Annual Budget and 5-
YR CIP

October 20, 2025 City
Council Amended
FY26 Annual Budget
and 5-YR CIP

5-YEAR CAPITAL IMPROVEMENT CHANGE SUMMARY



Item B.

Project #	Project Title	Change Summary	Priority Ranking
PK2502	Green Ribbon Phase 1	Changed FY26 allocation to match grant award of \$400,000 and added new project for Phase 2, which captures the current \$120,750 allocation for design in FY26.	Recommended
PC2601	Green Ribbon Phase 2	Added new Green Ribbon Phase 2 project to CIP. Shifted the current FY26 design allocation of \$120,750 and added \$650,000 in FY27 to capture the grant award for construction.	Recommended
PC2602	Russell Farm - Domestic Water	Project removed from CIP and will be placed on Unprogrammed list awaiting results of Russell Farm Master Plan completion.	Recommended
PC2603	Russell Farm - Bathroom at Chesapeake Building	Project removed from CIP and will be placed on Unprogrammed list awaiting results of Russell Farm Master Plan completion.	Necessary
PC2652	Golf - Additional Well	Project removed from CIP and will be placed on Unprogrammed list awaiting results of Hidden Creek Golf Course Master Plan completion.	Recommended
PC2751	Golf - Pond Renovation	Project removed from CIP and will be placed on Unprogrammed list awaiting results of Hidden Creek Golf Course Master Plan completion.	Necessary
PC2851	Golf - Greens Resurface	Project removed from CIP and will be placed on Unprogrammed list awaiting results of Hidden Creek Golf Course Master Plan completion.	Necessary
PC2902	Warren Park - Park Improvements	Project removed from CIP and will be placed on Unprogrammed list awaiting results of Warren Park Master Plan completion.	Recommended
PC2903	Bailey Lake - Low Water Crossing	Removed Project (\$231,000 FY29); Will be combined with other low water crossings and added to unprogrammed.	Recommended

CIP Changes

Proposed 4B CIP Update FY26 – FY30

4B CIP FY26-30

Project #	4B Projects Name	Prior Allocations	2026	2027	2028	2029	2030	Total Per Project (FY26-30)
PK2601	Warren Park-Study		\$75,075					\$75,075
PC2701	Mistletoe Hill - Bathroom Addition			\$163,375				\$163,375
PK2502	Green Ribbon Phase 1	\$90,000	\$120,750 \$400,000					\$120,750 \$400,000
PC2601	Green Ribbon Phase 2		\$120,750	\$650,000				\$770,750
PC2602	Russell Farm—Domestic Water		\$21,000					\$21,000
PC2603	Russell Farm—Bathroom at Chesapeake Building		\$75,448					\$75,448
PK2602	Russell Farm - Master Plan		\$32,051					\$32,051
PC2651	Golf—Fence		\$262,500					\$262,500
PC2652	Golf—Additional Well		\$183,750					\$183,750
PC2702	Bailey Lake - New Playground			\$523,687				\$523,687
PC2703	Mistletoe Hill			\$614,250				\$614,250
PC2751	Golf—Pond Renovation			\$99,419				\$99,419
PC2709	New Community Park - Playground				\$787,500			\$787,500
PC2802	Bartlett - Playground Replacement				\$441,000			\$441,000
PC2803	Heberle - Park Improvements				\$352,800			\$352,800
PC2804	Elk Ridge Park - Bathroom Addition				\$170,336			\$170,336
PC2851	Golf—Greens Resurface				\$460,156			\$460,156
PC2901	Chisenhall - Playground Replacement					\$546,000		\$546,000
PC2902	Warren Park—Park Improvements					\$1,312,500		\$1,312,500
PC2903	Bailey Lake—Low Water Crossing					\$231,000		\$231,000
PC2904	BRiCK Roof Replacement					\$1,260,000		\$1,260,000
PC3001	Claudia's Playground - Bathroom Addition						\$180,556	\$180,556
	Total	\$90,000	\$770,574 \$890,376	\$1,400,731 \$1,951,312	\$2,211,792 \$1,751,636	\$3,349,500 \$1,806,000	\$180,556	\$7,913,153 \$6,579,881

FY26 Bond Issuance Project List

4B Bonds

- Warren Park-Study - \$75,075
- Green Ribbon Phase 2- \$120,750
- Russell Farm – Master Plan - \$32,051
- Golf - Fence - \$262,500

Board Considerations

Consider and take possible action on a resolution amending the 4B five-year Capital Improvement Plan (CIP) for Fiscal Year 2026-2030.

<input checked="" type="checkbox"/>	YES
<input type="checkbox"/>	NO

Questions / Comments



**Burleson 4B Community Service Development Corporation
RESOLUTION**

WHEREAS, the Burleson 4B Community Service Development Corporation, known as the “Type B Corporation”, incorporated and certified in June 1993, under the authorization of the Development Corporation Act of 1979; and

WHEREAS, on August 18, 2025, the Board of Directors (“Board”) of the Type B Corporation approved the budget for Fiscal Year 2025-2026 (the “Budget”) 4B081825AnnualBudget including the 5-year Capital Improvement Plan (CIP); and

WHEREAS, on October 20, 2025, the Board adopted Resolution 4B102025AmendAnnualBudget to amend the City’s Fiscal Year 2026-2030 Capital Improvement Plan; and

WHEREAS, the Board desires to amend the 5-year Capital Improvement Plan (CIP) of the 4B Community Service Development Corporation for Fiscal Year 2026-2030, and finds the amendments to the CIP will further the purposes of the Type B Corporation.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF THE BURLESON COMMUNITY SERVICE DEVELOPMENT CORPORATION THAT:

Section 1.

The Type B Corporation approves the amendments to the five-year Capital Improvement Plan for Fiscal Year 2026-2030 attached as Exhibit A, attached hereto and incorporated herein by reference for all purposes.

Section 2.

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

PASSED, APPROVED, AND DULY RESOLVED by the Board, on the _____ day of _____, 2026.

SIGNED:

ATTEST:

President of Type B Corporation

Secretary of the Type B Corporation

Attachments:
Exhibit A

EXHIBIT A
 RESOLUTION AMENDING THE CAPITAL IMPROVEMENT PLAN FOR FY 2026-2030

4B CIP FY26-30

Project #	4B Projects Name	Prior Allocations	2026	2027	2028	2029	2030	Total Per Project (FY26-30)
PK2601	Warren Park-Study		\$75,075					\$75,075
PC2701	Mistletoe Hill - Bathroom Addition			\$163,375				\$163,375
PK2502	Green Ribbon Phase 1	\$90,000	\$400,000					\$400,000
PC2601	Green Ribbon Phase 2		\$120,750	\$650,000				\$770,750
PK2602	Russell Farm - Master Plan		\$32,051					\$32,051
PC2651	Golf		\$262,500					\$262,500
PC2702	Bailey Lake - New Playground			\$523,687				\$523,687
PC2703	Mistletoe Hill			\$614,250				\$614,250
PC2709	New Community Park - Playground				\$787,500			\$787,500
PC2802	Bartlett - Playground Replacement				\$441,000			\$441,000
PC2803	Heberle - Park Improvements				\$352,800			\$352,800
PC2804	Elk Ridge Park - Bathroom Addition				\$170,336			\$170,336
PC2901	Chisenhall - Playground Replacement					\$546,000		\$546,000
PC2904	BRiCk Roof Replacement					\$1,260,000		\$1,260,000
PC3001	Claudia's Playground - Bathroom Addition						\$180,556	\$180,556
Total		\$90,000	\$890,376	\$1,951,312	\$1,751,636	\$1,806,000	\$180,556	\$6,579,881

Community Service Development Corporation (Type B)

DEPARTMENT: Finance
FROM: Kevin Hennessey, Deputy Director of Finance
MEETING: March 23, 2026

SUBJECT:

Consider and take possible action on a resolution amending the corporation’s operating budget (Resolution4B081825AnnualBudget) for Fiscal year 2025-2026 by increasing appropriations in the amount of \$28,000, and by increasing anticipated revenues by \$28,000. (*Staff Contact: Kevin Hennessey, Deputy Director of Finance*)

STRATEGIC PRIORITY AND GOAL(S):

Strategic Priority	Strategic Goal
 <p>High Performing City Organization Providing Exceptional, People Focused Services</p>	<p>1.4 Be a responsible steward of the city’s financial resources by providing rates and fees that represent a strong value to our citizens; providing timely, accurate and transparent financial reporting; and utilizing long-range planning.</p>

SUMMARY:

Amending the City budget for the Fiscal Year 2025-2026 to accommodate for Bartlett soccer fields maintenance related to the BISA maintenance and operations agreement (\$28,000), and by increasing anticipated revenues by \$28,000.

RECOMMENDATION:

Approve the resolution amending the City budget for Fiscal Year 2025-2026 by increasing appropriations to various funds, and by increasing anticipated revenues by \$28,000.

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

On August 18, 2025, the 4B Board approved the budget and Capital Improvement Plan.
On September 2, 2025, the City Council held a public hearing and conducted the first reading of the City’s FY 2025-2026 annual budget with the five-year Capital Improvement Plan (CIP).

On 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).

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

On October 20, 2025, the City Council approved a budget amendment.

On December 15, 2025, the 4B Board approved an amendment to the annual operating budget to accommodate encumbrance rollovers from FY 2024-2025.

On December 15, 2025, the City Council approved an amendment to the annual operating budget to accommodate encumbrance rollovers from FY 2024-2025.

On February 16, 2026, the 4B Board approved an amendment to the annual operating budget.

On February 16, 2026, the City Council approved a budget amendment.

REFERENCE:

CSO#5910-09-2025

FISCAL IMPACT:

Fund	Proposed Revenues	Proposed Expenditures
4B Fund	28,000	28,000
Total Impact	28,000	28,000

STAFF CONTACT:

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



Fiscal Year 2025-2026 Mid-Year Budget Amendment

PRESENTED TO THE COMMUNITY SERVICE DEVELOPMENT CORPORATION (TYPE B) ON
MARCH 23, 2026

Overview



Total Fiscal Impact of the Budget Amendment



Purpose of the Budget Amendment by Fund



Fiscal Impact of the Budget Amendment by Fund

Fiscal Impact of the Budget Amendment

Fund	Proposed Revenues	Proposed Expenditures
4B Fund	28,000	28,000
Total Impact	28,000	28,000

4B Fund

BISA facilities M&O agreement -	\$28,000
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4B Fund

Department	Account	Proposed Revenue	Proposed Expenditure	Description
4B Special Events	Grounds Maint & Repair	28,000	28,000	BISA Bartlett soccer fields maintenance
	Total Proposed Budget Amendment	28,000	28,000	

Recommendation / Action Requested

Move to approve a resolution requesting a Mid-Year Budget Amendment to increase appropriations in the amount of \$28,000 in various funds to accommodate operating needs for Fiscal Year 2025-2026.

Questions / Comments



Burleson Community Service Development Corporation
Resolution _____

WHEREAS, the Burleson Community Service Development Corporation, known as the “Type B Corporation”, was incorporated and certified in June 1993 under the authorization of the Development Corporation Act of 1979; and

WHEREAS, the City of Burleson, Texas (the “City”), is a home rule city acting under its charter adopted by the electorate pursuant to Article XI, Section 5 of the Texas Constitution and Chapter 9 of the Local Government Code; and

WHEREAS, on August 18, 2025, the Board of Directors of the Type B Corporation (“Board”) approved a budget for Fiscal Year 2025-2026 in approving Resolution 4B081825AnnualBudget (the “Original Budget”); and

WHEREAS, the City Council of the City of Burleson later ratified the Type B Corporation’s action to approve the Original Budget; and

WHEREAS, on October 20, 2025, December 15, 2025, and February 16, 2026, the Board approved amendments to the Original Budget through resolutions (collectively with amendment the “Budget”); and

WHEREAS, the City Council of the City of Burleson later ratified the Type B Corporation’s actions to approve the Budget amendments; and

WHEREAS, the Board has reviewed a proposed amendment to the Budget attached hereto as Exhibit A and incorporated herein by reference for all purposes (the “Amended Budget”); and

WHEREAS, the Board finds that the Amended Budget sets forth the use of tax proceeds for the upcoming fiscal year, which includes promotional expenses, administrative expenses and other expenses that are incident to placing projects of the Type B Corporation into operation, costs of projects of the Type B Corporation, including payments of bonds or other obligations, and maintenance and operating expenses of projects of the Type B Corporation previously approved at an election; and

WHEREAS, the Board finds that the use of the tax proceeds as described in the Amended Budget meets the requirements of Sections 501.152 and 505.103 and Subchapter G of Chapter 505 of the Texas Local Government Code, specifically Sections 505.302 and 505.303; and

WHEREAS, the Board desires to approve the Amended Budget, and finds the Amended Budget will further the purposes of the Type B Corporation.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF THE BURLESON COMMUNITY SERVICE DEVELOPMENT CORPORATION THAT:

Section 1.

The Amended Budget is hereby adopted; and there is hereby appropriated from the funds indicated such projects, operations, activities, purchases, and other expenditures as proposed in the Amended Budget. In addition to those amounts set forth in the Budget, the Type B Corporation authorizes the transfer or expenditure of Type B sales tax revenue in FY 2025-2026 for the following purposes set forth in the Amended Budget as set forth in the following funds below:

- 1. Increasing appropriations in the 4B Fund in the amount of \$28,000.

Additionally, the Type B Corporation anticipates an increase in revenues to the 4B Fund in the amount of \$28,000.

Section 2.

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

Section 3.

The Secretary of the Type B Corporation is hereby directed to publish notice of this action following ratification by the City Council as required by law.

Passed and Approved and **SO RESOLVED** this ___ day of _____, 20_____.

Signed:

Attest:

President of Type B Corporation

Secretary of the Type B Corporation

Exhibit "A"

Fund	Proposed Revenues	Proposed Expenditures
4B Fund	\$28,000	\$28,000
Total Impact	\$28,000	\$28,000