



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

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**Monday, February 16, 2026  
4:30 PM**

**City Hall - 141 W. Renfro  
Burleson, TX 76028**

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

**B.** Consider and take possible action on a 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*)

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 5th of February 2026, 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.

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

**DEPARTMENT:** City Secretary’s Office  
**FROM:** Monica Solko, Deputy City Secretary  
**MEETING:** February 16, 2026

**SUBJECT:**

Consider and take possible action on the minutes from the December 15, 2025 Community Services Corporation (Type B) Board meeting. *(Staff Contact: Monica Solko, Deputy City Secretary)*

**STRATEGIC PRIORITY AND GOAL(S):**

Strategic Priority	Strategic Goal
 <p><b>High Performing City Organization</b>            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 December 15, 2025 for a regular meeting.

**RECOMMENDATION:**

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:**

Monica Solko, TRMC  
Deputy City Secretary  
[msolko@burlesontx.com](mailto:msolko@burlesontx.com)  
817-426-9682

**BURLESON COMMUNITY SERVICE DEVELOPMENT CORPORATION (4B)**  
**DECEMBER 15, 2025**  
**DRAFT MINUTES**

**Board Members Present:**

Phil Anderson  
Chris Fletcher  
Victoria Johnson  
Dan McClendon, President

Joy Larabell

**Board Members Absent:**

Antony Cognasi

James Luckie

**Staff Present:**

Tommy Ludwig, City Manager  
Harlan Jefferson, Deputy City Manager  
Amanda Campos, City Secretary  
Monica Solko, Deputy City Secretary  
Matt Ribitzki, Deputy City Attorney

**1. CALL TO ORDER – Time: 4:45 p.m.**

President Dan McClendon called the meeting to order. **Time: 4:46 p.m.**

**2. CITIZEN APPEARANCE**

- No speakers.

**3. GENERAL**

**A. Minutes from the October 20, 2025 Community Service Development Corporation (Type B) meeting. (Staff Contact: Monica Solko, Deputy City Secretary)**

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

Motion passed 5-0, with Antony Cognasi and James Luckie absent.

**B. 4B121525BudgetAmendment, 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)**

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

Motion was made by Victoria Johnson and seconded by Phil Anderson to approve.

Motion passed 5-0, with Antony Cognasi 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: 4:50 p.m.**

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Monica Solko  
Deputy City Secretary

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

**DEPARTMENT:** Finance  
**FROM:** Kevin Hennessey, Deputy Director of Finance  
**MEETING:** February 16, 2026

**SUBJECT:**

Consider and take possible action on a 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*)

**STRATEGIC PRIORITY AND GOAL(S):**

Strategic Priority	Strategic Goal
 <p><b>High Performing City Organization</b> 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 by updating the revenues in the Chisenhall Sports Complex Fund (\$1,492,975) and increasing the operating expenditure budget for SFC management (\$406,063), the corresponding reduction in the 4B Fund transfer to the Chisenhall Sports Complex Fund (-\$107,285), and moving the Fourth of July event budget of (\$75,000) from the Hotel Motel Tax Fund to the 4B Fund as a result of an internal audit of Hotel Motel Tax expenditures.

**RECOMMENDATION:**

Approve the resolution amending the City budget for Fiscal Year 2025-2026 by increasing appropriations to various funds.

**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.

**REFERENCE:**

CSO#5910-09-2025

**FISCAL IMPACT:**

Fund	Proposed Revenues	Proposed Expenditures
Chisenhall Sports Complex Fund	1,492,975	406,063
4B Fund	-	(32,285)
<b>Total Impact</b>	<b>1,492,975</b>	<b>373,778</b>

**STAFF CONTACT:**

Kevin Hennessey  
 Deputy Director of Finance  
[khennessey@burlesontx.com](mailto:khennessey@burlesontx.com)  
 817-426-9648



# Fiscal Year 2025-2026 Mid-Year Budget Amendment

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PRESENTED TO THE COMMUNITY SERVICE DEVELOPMENT CORPORATION (TYPE B) ON  
FEBRUARY 16, 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
Chisenhall Sports Complex Fund	1,492,975	406,063
4B Fund	-	(32,285)
<b>Total Impact</b>	<b>1,492,975</b>	<b>373,778</b>



# Revised Budget

	Pro Forma	Year 1 Budget	\$ Pro Forma vs Year 1 Budget
<b>Revenue</b>	\$979,628	\$1,492,975	\$513,347
<b>Cost of Goods Sold</b>	\$357,972	\$540,674	\$182,702
<b>Total Operating Expenses</b>	\$1,151,412	\$1,374,773	\$223,361
<b>EBITDA</b>	-\$529,757	-\$422,472	\$107,285

# Chisenhall Sports Complex Fund

Base Salaries -	(\$4,809)
Hourly Staff Payroll-	\$183,682
Other Operating Expenditures -	\$44,488
Cost of Goods Sold -	\$182,702

# Chisenhall Sports Complex Fund

Department	Account	Proposed Revenue	Proposed Expenditure	Description
Athletic Fields	Rentals	635,413	-	Tournament and Rentals
Athletic Fields	Concessions	777,562	-	Concession Revenue
Athletic Fields	Other Revenue	80,000	-	Sponsorships, Retail, Rebates, Etc.
Athletic Fields	Salaries	-	(9,847)	Manager base salary
Athletic Fields	FICA Taxes	-	5,038	FICA Taxes
Athletic Fields	Total Proposed Budget Amendment	-	228,170	Hourly staff, and other expenses
Athletic Fields	Cost of Sale	-	182,702	Increased Cost of Goods Sold
	<b>Total Proposed Budget Amendment</b>	<b>1,492,975</b>	<b>406,063</b>	

# 4B Fund

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Expanded Fourth of July event -

\$75,000

Transfer out to Chisenhall Sports Complex Fund - (\$107,285)

# 4B Fund

Department	Account	Proposed Revenue	Proposed Expenditure	Description
4B Special Events	<b>Project/Event/Meeting Exp</b>	-	75,000	Moving appropriation of the event from Hotel/Motel Tax Fund
BCDC 4B Sales Tax SRF	<b>Transfer to PPF</b>	-	(107,285)	Transfer to PPF
	<b>Total Proposed Budget Amendment</b>	-	<b>(32,285)</b>	

# Recommendation / Action Requested

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Move to approve a resolution requesting a Mid-Year Budget Amendment to increase the revenues by \$1,492,975 and the appropriations in the amount of \$373,778 in various funds to accommodate operating needs for Fiscal Year 2025-2026.

# Questions / Comments

Item B.



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, and December 15, 2025, the Board approved amendments to the Original Budget through resolutions (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 City Chisenhall Sports Complex Fund in the amount of \$406,063; and
2. Decreasing appropriations in the City 4B Fund in the amount of \$32,285.

Additionally, the Type B Corporation anticipates revenues to the City Chisenhall Sports Complex Fund in the amount of \$1,492,975.

**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"

<b>Fund</b>	<b>Proposed Revenues</b>	<b>Proposed Expenditures</b>
Chisenhall Sports Complex Fund	1,492,975	406,063
4B Fund	-	(32,285)
<b>Total Impact</b>	<b>1,492,975</b>	<b>373,778</b>