



# FISCAL YEAR 2025 BUDGET AMENDMENT – MID-YEAR

PH-25-016

April 15, 2025

# Budget Amendment-Mid Year

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## Background and Findings

- Per the City's Financial Governance Policies, Section V. Budget Administration (B)(1), **City Council may amend or change the budget by ordinance**. Additionally, Article V, Section 56 of the City Charter requires a **public hearing** before finalizing any budget amendments that add or increase appropriations.
- This mid-year budget amendment ensures compliance with these requirements and addresses necessary adjustments based on changes that have occurred since the beginning of the fiscal year, including **operational funding needs, capital projects, grants, and policy-driven transfers**.

# Budget Amendment-Mid Year

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## Key Items

- Excess Fund Balance Transfers to CIP
- 2025 Certificates of Obligation
- Fire Station 4 Personnel
- Stagecoach Road Phase 1
- Grant Allocations

# Budget Amendment-Mid-Year

## General Fund

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General  
Fund

- Fund Transfers from General Fund
  - Excess Fund Balance Transfer to CIP
  - Transferring Insurance Proceeds and Claims to Risk Management Fund
  - Moving Police Axon Software subscription budget to IT Fund
- Fund Balance Appropriations
  - Funding Families in Crisis (RS-25-016)
- Fund Transfers within General Fund
  - Transferring engineering-related budgets from Public Works Department as part of the establishment of the Engineering Services Department
  - Moving Elderly Transportation Program to Community Development
  - Fire Station 4 Personnel – Reversing transfer to CIP to fund new positions
- Revenue & Expenditure Appropriation for Fire Department Grant

# Budget Amendment-Mid-Year

## General Fund-Continued

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Description	FY 2025 Budget	Budget Change	Amended Budget
Federal Grant/Reimbursement	\$ -	\$ 3,690	\$ 3,690
Insurance Proceeds	150,000	(150,000)	-
<b>Total Revenue</b>	<b>\$ 150,000</b>	<b>\$ (146,310)</b>	<b>\$ 3,690</b>
Transfer to Fund 300-Excess Fund Balance	\$ 5,586,285	\$ 4,665,866	\$ 10,252,151
Transfer to Fund 300-FD Personnel	10,252,151	(2,261,197)	7,990,954
Personnel Services (Fire Station 4)	24,231,952	2,261,197	26,493,149
Capital/Equip & Machinery	-	(210,520)	(210,520)
Transfer to Fund 627	-	1,261,683	1,261,683
Reserve Appropriation	1,261,683	(1,261,683)	-
Families in Crisis	-	350,000	350,000
Claims & Damages	247,072	(247,072)	-
Advertising & Promotion	-	3,690	3,690
Programs/Engineering/Professional	151,576	-	151,576
<b>Total Expense</b>	<b>\$ 41,730,719</b>	<b>\$ 4,561,964</b>	<b>\$ 46,292,683</b>

# Budget Amendment-Mid-Year

## Special Revenue Funds

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### **Street Maintenance Fund**

- Funding Stagecoach project Phase 1 construction, management, contingency, and Phase 2-3 design per RS-25-042R
- Transferring engineering-related budgets from Public Works Department as part of the establishment of the Engineering Services Department

### **Law Enforcement Grant Fund**

- Appropriating the remaining 2024 JAG Grant to align with the actual award.
- Allocating funds for the Catalytic Converter Grant (RS-25-002) and related expenditures (RS-25-032).

# Budget Amendment-Mid-Year

## Special Revenue Funds-Continued

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### Street Maintenance Fund

Description	FY 2025 Budget	Budget Change	Amended Budget
Construction	\$ -	\$ 4,783,619	\$ 4,783,619
R&M/Pavement Marking	200,000	-	200,000
R&M/Street	4,400,000	-	4,400,000
<b>Total Expense</b>	<b>\$ 4,600,000</b>	<b>\$ 4,783,619</b>	<b>\$ 9,383,619</b>

### Law Enforcement Grant Fund

Description	FY 2025 Budget	Budget Change	Amended Budget
Federal Grant/Reimbursement	\$ 75,000	\$ 10,235	\$ 85,235
State Grant Reimbursement	-	400,000	400,000
<b>Total Revenue</b>	<b>\$ 75,000</b>	<b>\$ 410,235</b>	<b>\$ 485,235</b>

Pass Thru Grants	\$ -	\$ 10,235	\$ 10,235
Software Subscription	-	400,000	400,000
<b>Total Expense</b>	<b>\$ -</b>	<b>\$ 410,235</b>	<b>\$ 410,235</b>

# Budget Amendment-Mid-Year

## Enterprise Funds

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### **Aviation Fund**

- Appropriating additional \$100,000 in TxDOT RAMP grant revenue and expense per RS-25-034 for the Skylark Roof Rehabilitation project
- Transferring insurance proceeds and claims budgets to centralize claim management
- Allocating excess fund balance above 22% to capital improvement funds per Financial Governance Policy

### **Solid Waste, Water & Sewer, and Drainage Funds**

- Allocating excess fund balance above 22% to capital improvement funds per Financial Governance Policy
- Transferring insurance proceeds and claims budgets to centralize claim management



# Budget Amendment-Mid-Year

## Enterprise Funds-Continued

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### Aviation Fund

Description	FY 2025 Budget	Budget Change	Amended Budget
State Grant Reimbursement	\$ 100,000	\$ 100,000	\$ 200,000
Insurance Proceeds	25,000	(25,000)	-
<b>Total Revenue</b>	<b>\$ 125,000</b>	<b>\$ 75,000</b>	<b>\$ 200,000</b>
Capital/Building	\$ -	\$ 100,000	\$ 100,000
Claims & Damages	25,000	(25,000)	-
Transfer to Fund 340	356,868	147,871	504,739
<b>Total Expense</b>	<b>\$ 381,868</b>	<b>\$ 222,871</b>	<b>\$ 604,739</b>

# Budget Amendment-Mid-Year

## Enterprise Funds-Continued

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### Solid Waste Fund

Description	FY 2025 Budget	Budget Change	Amended Budget
Insurance Proceeds	\$ 50,000	\$ (50,000)	\$ -
<b>Total Revenue</b>	<b>\$ 50,000</b>	<b>\$ (50,000)</b>	<b>\$ -</b>
Claims & Damages	\$ 50,000	\$ (50,000)	\$ -
Transfer to Fund 380	3,524,043	1,707,928	5,231,971
<b>Total Expense</b>	<b>\$ 3,574,043</b>	<b>\$ 1,657,928</b>	<b>\$ 5,231,971</b>

# Budget Amendment-Mid-Year

## Enterprise Funds-Continued

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### Water & Sewer Fund

Description	FY 2025 Budget	Budget Change	Amended Budget
Insurance Proceeds	\$ 50,000	\$ (50,000)	\$ -
<b>Total Revenue</b>	<b>\$ 50,000</b>	<b>\$ (50,000)</b>	<b>\$ -</b>
Claims & Damages	\$ 50,000	\$ (50,000)	\$ -
Transfer to Fund 350	4,914,792	3,149,314	8,064,106
<b>Total Expense</b>	<b>\$ 4,964,792</b>	<b>\$ 3,099,314</b>	<b>\$ 8,064,106</b>

# Budget Amendment-Mid-Year

## Enterprise Funds-Continued

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### Drainage Utility Fund

Description	FY 2025 Budget	Budget Change	Amended Budget
Insurance Proceeds	\$ 25,000	\$ (25,000)	\$ -
<b>Total Revenue</b>	<b>\$ 25,000</b>	<b>\$ (25,000)</b>	<b>\$ -</b>
Claims & Damages	\$ 25,000	\$ (25,000)	\$ -
Transfer to Fund 390	562,879	541,343	1,104,222
<b>Total Expense</b>	<b>\$ 587,879</b>	<b>\$ 516,343</b>	<b>\$ 1,104,222</b>

# Budget Amendment-Mid-Year

## Internal Service Funds

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### Information Technology Fund

- Transferring funds from the General Fund and Governmental CIP Fund for the initial debt service payment on Police Department's Axon software.

### Risk Management Fund

- Appropriating insurance proceeds and claims budgets to centralize claim management.

# Budget Amendment-Mid-Year

## Internal Service Funds-Continued

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### Information Technology Internal Service Fund

Description	FY 2025 Budget	Budget Change	Amended Budget
Transfer from Fund 100	\$ -	\$ 1,262,033	\$ 1,262,033
Transfer from Fund 300	-	133,429	133,429
<b>Total Revenue</b>	<b>\$ -</b>	<b>\$ 1,395,462</b>	<b>\$ 1,395,462</b>
Subscription Principal	\$ 2,024,987	\$ 1,556,223	\$ 3,581,210
<b>Total Expense</b>	<b>\$ 2,024,987</b>	<b>\$ 1,556,223</b>	<b>\$ 3,581,210</b>

### Risk Management Internal Service Fund

Description	FY 2025 Budget	Budget Change	Amended Budget
Insurance Proceeds	\$ -	\$ 300,000	\$ 300,000
<b>Total Revenue</b>	<b>\$ -</b>	<b>\$ 300,000</b>	<b>\$ 300,000</b>
Claims & Damages	\$ -	\$ 397,072	\$ 397,072
<b>Total Expense</b>	<b>\$ -</b>	<b>\$ 397,072</b>	<b>\$ 397,072</b>

# Budget Amendment-Mid-Year

## Capital Improvement Funds

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### Governmental CIP Fund

- Excess Fund Balance Transfer – Transferring in funds above 22% per Financial Governance Policy
- Funding Stagecoach project Phase 1 construction, management, contingency, and Phase 2-3 design per RS-25-042R
- Moving Police Axon Software subscription budget to IT Fund

### 2025 CO Fund

- Certificates of Obligation – Appropriating proceeds from the Combination Tax and Revenue Certificates of Obligation, Series 2025, for designated capital projects.

# Budget Amendment-Mid-Year

## Capital Improvement Funds-Continued

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### Aviation CIP Fund

- Excess Fund Balance Transfer – Transferring in funds above 22% per Financial Governance Policy.
- IGSA Agreement – Appropriating revenue & expense for the airfield lighting control and monitoring system (RS 24-217) with Ft. Cavazos.

### Water & Sewer CIP Fund

- Excess Fund Balance Transfer – Transferring in funds above 22% per Financial Governance Policy.
- Equipment Transfer – Appropriating the market value of Unit 572 (Backhoe) for its transfer from Water & Sewer to Solid Waste.

### Solid Waste CIP Fund

- Excess Fund Balance Transfer – Transferring in funds above 22% per Financial Governance Policy.
- Equipment Transfer – Appropriating the market value of Unit 572 (Backhoe) for its transfer from Water & Sewer to Solid Waste.

### Drainage CIP Fund

- Excess Fund Balance Transfer – Transferring in funds above 22% per Financial Governance Policy.



# Budget Amendment-Mid-Year

## Capital Improvement Funds-Continued

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### Governmental Capital Fund

Description	FY 2025 Budget	Budget Change	Amended Budget
Transfer from Fund 100-Excess Fund Balance	\$ 5,586,285	\$ 4,665,866	\$ 10,252,151
Transfer to Fund 300-FD Personnel	10,252,151	(2,261,197)	7,990,954
Other Income	-	1,250,000	1,250,000
<b>Total Revenue</b>	<b>\$ 15,838,436</b>	<b>\$ 3,654,669</b>	<b>\$ 19,493,105</b>
Construction	\$ 418,498	\$ 1,250,000	\$ 1,668,498
Reserve Appropriation	133,429	(133,429)	-
Transfer to Fund 627	-	133,429	133,429
<b>Total Expense</b>	<b>\$ 551,927</b>	<b>\$ 1,250,000</b>	<b>\$ 1,801,927</b>

# Budget Amendment-Mid-Year

## Capital Improvement Funds-Continued

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### 2025 Certificates of Obligation Bond Fund

Description	FY 2025 Budget	Budget Change	Amended Budget
Bond Proceeds	\$ -	\$ 37,465,000	\$ 37,465,000
Bond Premium	-	1,928,931	1,928,931
<b>Total Revenue</b>	<b>\$ -</b>	<b>\$ 39,393,931</b>	<b>\$ 39,393,931</b>
Bond Fee-Paying Agent	\$ -	\$ 750	\$ 750
Bond Issuance Costs	-	668,650	668,650
Construction	-	24,925,000	24,925,000
Contingency	-	393,931	393,931
Design Engineering	-	12,905,600	12,905,600
Land Row	-	500,000	500,000
<b>Total Expense</b>	<b>\$ -</b>	<b>\$ 39,393,931</b>	<b>\$ 39,393,931</b>

# Budget Amendment-Mid-Year

## Capital Improvement Funds-Continued

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### Aviation Capital Fund

Description	FY 2025 Budget	Budget Change	Amended Budget
Transfer from Fund 525	\$ 356,868	\$ 147,871	\$ 504,739
Federal Grant/Reimbursement	-	800,000	800,000
<b>Total Revenue</b>	<b>\$ 356,868</b>	<b>\$ 947,871</b>	<b>\$ 1,304,739</b>
Notices Req'd by Law	\$ -	\$ 500	\$ 500
Design/Engineering	-	45,000	45,000
Construction	-	754,500	754,500
<b>Total Expense</b>	<b>\$ -</b>	<b>\$ 800,000</b>	<b>\$ 800,000</b>

# Budget Amendment-Mid-Year

## Capital Improvement Funds-Continued

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### Water & Sewer Capital Fund

Description	FY 2025 Budget	Budget Change	Amended Budget
Transfer from Fund 550	\$ 4,914,792	\$ 3,149,314	\$ 8,064,106
Transfer from Fund 380	-	55,000	55,000
<b>Total Revenue</b>	<b>\$ 4,914,792</b>	<b>\$ 3,204,314</b>	<b>\$ 8,119,106</b>

### Solid Waste Capital Fund

Description	FY 2025 Budget	Budget Change	Amended Budget
Transfer from Fund 540	\$ 3,524,043	\$ 1,707,928	\$ 5,231,971
<b>Total Revenue</b>	<b>\$ 3,524,043</b>	<b>\$ 1,707,928</b>	<b>\$ 5,231,971</b>
Capital/Equip & Machinery	\$ 3,124,336	\$ (55,000)	\$ 3,069,336
Transfer to Fund 350	-	55,000	55,000
<b>Total Expense</b>	<b>\$ 3,124,336</b>	<b>\$ -</b>	<b>\$ 3,124,336</b>

# Budget Amendment-Mid-Year

## Capital Improvement Funds-Continued

**Drainage Capital Fund**

Description	FY 2025 Budget	Budget Change	Amended Budget
Transfer from Fund 575	\$ 562,879	\$ 541,343	\$ 1,104,222
Total Revenue	\$ 562,879	\$ 541,343	\$ 1,104,222

# Recommendation

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City Council approve the ordinance amending the  
FY 2025 Annual Budget