



Agenda Item Report

Legislative Board: City Council
Date: December 2, 2025
Contact: Shannon Cameron, Office Manager
Agenda Item ID / Number: 2025-1056- / G.2

ITEM TITLE: Approval of a Buda EDC budget amendment to roll over Fiscal Year 2025 funds to the FY 2026 budget for the following items: FM 2770 Water/Wastewater - \$540,000.00, Tourism Promotion - \$14,000.00 for ASA Creative, and LEAP Small Business Incentives - \$1,400.00 (Buda EDC CEO Jennifer Storm)

1. EXECUTIVE SUMMARY

There are a few instances where the EDC must roll over contracted liabilities and incentives to businesses that were awarded in a prior fiscal year but whose payments or reimbursements do not occur until the following fiscal year. Detailed below are such items for review along with reason the roll over is requested:

1. LEAP Small Business Incentives for \$1,400.00 related to PO 25-1408 EDC for Fresh Face Aesthetics. The award and performance agreement was signed in FY25, but the business has not yet forwarded the receipts for reimbursements. We would like to roll these funds over to the LEAP Small Incentive budget to account for the previously committed and encumbered funds.

2. FM 2770 Water/Wastewater - \$540,000.00. This item had been approved in the FY25 budget by the EDC Board on October 7, 2024. A budget amendment was processed at that time. At the time the FY26 budget was prepared for presentation and approval, this item was not included in our list of obligations, as it had been anticipated that the funds would be spent in FY25. Due to delays in the water/wastewater line design planning, the contracts have not yet been signed, and work is still pending. As this is an outstanding obligation, the EDC must now request that the committed funds be rolled over to the FY26 budget.

3. Tourism Promotion - \$14,000.00 for ASA Creative. In late FY25 a contract was signed for design fees for an item related to the EDC 25th anniversary event. The first payment of this agreement was issued in FY 25 with the reminder being issued in FY26. We are requesting rollover of the funds committed in the agreement from the prior year.

2. BACKGROUND/HISTORY

These rollovers were approved by the Buda EDC Board on November 10, 2025. Once approved, staff will forward budget adjustments to the finance department to rollover the encumbered PO's and funds from FY25 to the current FY 26 budget.

3. ANALYSIS

NA

4. FINANCIAL IMPACT

NA

5. STRATEGIC PLAN/GOALS

OTHER

6. STRATEGIC PLAN OBJECTIVES

NA

7. PROS AND CONS

8. ALTERNATIVES

9. REQUESTED ACTION / SUGGESTED MOTION / RECOMMENDATION

These rollovers were approved by the Buda EDC Board on November 10, 2025.

Attachments: