

# Mayor and Council Communication

**DATE:** 06/09/26

**M&C FILE NUMBER:** M&C 26-0419

**LOG NAME:** 80CHAPEL HILL, CIBOLO, HCR AND KJB PARKS ENGINEERING SERVICES

**SUBJECT**

(CD 4, CD 7 and CD 10) Authorize Execution of an Engineering Agreement with Kimley Horn and Associates, Inc. in an Amount Up to \$560,000.00 for Fiscal Year 2026 Chapel Hill, Cibolo Hill, Harriet Creek Ranch and Kristi Jean Burbach Park Improvements Project, Adopt Appropriation Ordinance, and Amend the Fiscal Years 2026-2030 Capital Improvement Program

**RECOMMENDATION:**

It is recommended that the City Council:

1. Authorize execution of an engineering agreement with Kimley Horn and Associates, Inc. in an amount up to \$560,000.00 for Fiscal Year 2026 Chapel Hill, Cibolo Hill, Harriet Creek Ranch and Kristi Jean Burbach Park Improvements project (City Project No. 106675);
2. Adopt the attached appropriation ordinance adjusting estimated receipts and appropriations in the PARD Dedication Fees Fund in the cumulative amount of \$1,493,787.00, with no net change to overall appropriations, by (I) increasing estimated receipts and appropriations in the PARD New Enhancements Programmable project (City Project No. P00132) in the amount of \$1,493,787.00 and (II) decreasing the (a) PARD Maintenance & Replacement Programmable project (City Project No. P00133) by \$849,000.00; (b) PARD Studies Programmable project (City Project No. P00119) by \$75,000.00; (c) PARD Dedication Fee Unspecified Funds (City Project No. UNSPEC) by \$368,000.00; and (d) Neighborhood Unit 5-17 (City Project No. UN8048) by \$201,787.00; and
3. Amend the Fiscal Years 2026-2030 Capital Improvement Program.

**DISCUSSION:**

The purpose of the Mayor and Council Communication (M&C) is to authorize an engineering agreement with Kimley Horn and Associates, Inc. in an amount up to \$560,000.00 for the Fiscal Year (FY) 2026 Chapel Hill, Cibolo Hill, Harriet Creek Ranch and Kristi Jean Burbach Park Improvements project and to reallocate funds among various projects to pay for the agreement without increasing total appropriations.

The purpose of this project is to prepare plans and construction documents for four parks, including Master plan designs for Chapel Hill Park and Cibolo Hill Park, and construction documents for improvements in Cibolo Hill Park, Harriet Creek Ranch Park and Kristi Jean Burbach Park. Improvements include walking trails, pavilions, playgrounds, lighting, natural areas, sports courts, site furniture, and sports fields. After construction documents have been prepared for Cibolo Hill Park, Harriet Creek Ranch Park and Kristi Jean Burbach Park the City will go out to bid for construction services.

Total Project Funding (Design and Construction Phases):

PARK NAME	CAPITAL FUND NAME	AUTHORITY	AMOUNT
Chapel Hill	PARD Dedication Fees (30110)	this M&C	\$75,000.00
Cibolo Hill	PARD Dedication Fees (30110)	this M&C	\$820,787.00
Harriet Creek Ranch	PARD Dedication Fees (30110)	this M&C	\$598,000.00
Kristi Jean Burbach	PARD Dedication Fees (30110)	FY25 CIP	\$274,258.00
<b>Total</b>			<b>\$1,768,045.00</b>

Funding for this project was not included in the FY2026-2030 Capital Improvement Program due to projects initially budgeted in other PARD Programmables. The action in this M&C will amend the FY2026-2030 Capital Improvement Program as approved in connection with Ordinance 27979-09-2025.

Adoption of the attached appropriation ordinance will move funds within the PARD Dedication Fees Fund from the PARD Maintenance & Replacement Programmable project, the PARD Studies Programmable project, Neighborhood Unit 5-17 project and Unspecified-All Funds project to the same PARD New Enhancements Programmable project for the FY 2026 Chapel Hill, Cibolo Hill, Harriet Creek Ranch and Kristi Jean Burbach Park Improvements project for the Park & Recreation Department.

Kristi Jean Burbach Park is located in COUNCIL DISTRICT 4.

Chapel Hill Park and Cibolo Hill Park are located in COUNCIL DISTRICT 7.

**FISCAL INFORMATION / CERTIFICATION:**

The Director of Finance certifies that funds are currently available in the PARD Maintenance & Replacement Programmable project, the PARD Studies Programmable project, Neighborhood Unit 5-17 project and Unspecified-All Funds project within the PARD Dedication Fees Fund and upon approval of the above recommendations and adoption of the attached appropriation ordinance, funds will be available in the PARD Dedication Fees Fund for the PARD New Enhancements project to fund the 26 Chapel Hill Cibolo HCR KJB project to support execution of the agreement. Prior to an expenditure being incurred, the Park & Recreation Department has the responsibility of verifying the availability of funds.

**Submitted for City Manager's Office by:** Dana Burghdoff 8018

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