

## CITY COUNCIL MEMORANDUM

**City Council Meeting:** July 9, 2019

**Department:** City Manager

**Subject:** Update on major projects in progress/CIP, City View, Utility Meter Swap Out, AgendaQuick Software, Civic Rec Software, and Phone System Replacement

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### **Background**

This is the monthly update on large capital projects that are in progress or in the planning process. This update is being provided so Council will be up to date on the progress of these large projects. If Council desires more information on any project or on projects not on this list, please reach out to staff and that information will be provided.

### **Drainage Projects:**

1. **East Dietz Creek Desilting:** C-3 Environmental continues to work on establishing vegetation in the channel as well as restore Gutierrez Park. Final completion is contingent on the completion of these items.
2. **Drainage Maintenance Projects:**
  - a. **Hidden Grove:** C-3 Environmental continues to work on the Hidden Grove portion of the project. Despite weather impacts, the second set of junction boxes were installed along with several hundred more feet of underground storm pipe. The existing corrugated metal pipe culverts were removed as well. The Hidden Grove portion of the project is expected to be substantially complete by mid-July.
  - b. **Greenridge:** Construction on the Greenridge Drainage Improvements was supposed to start this week. The goal for the project has always been to get the project completed as quickly as possible to minimize the disruption to residents. Unfortunately, construction has been delayed until about mid-July. The new trench drain structure, that was supposed to be delivered this week, has not been manufactured yet. We did not want to start construction on this project until all the materials were on hand in order to avoid having the project stall mid-stream and sit with nothing going on. Staff has notified residents and the HOA of the delay and will re-notify them of the new construction start date once it has been determined.

### **Facilities Projects:**

1. **Fire Station 3:** Structural steel is at 100%. Roof dry-in is at 100%. Exterior waterproofing is 90%. Exterior finishes are at 60%. Store front is at 40%. Interior framing is at 90%, MEP

wall rough in is at 70%. Sheetrock on one side of walls is starting. Sewer line complete to where it crosses under Lower Seguin Road. Site grading at 30%. Lime stabilization to start next week. Concrete to start in 3 weeks. Current substantial completion date is October 2019, barring any delays.

### **Water Projects:**

1. **E. Live Oak Ground Storage Tank Painting:** M&M Tank Coatings has blasted off the existing coatings on both the interior and exterior. The prime coat has been applied to both the interior and exterior. The contractor has started spraying the exterior finish coat as well. The project is expected to be completed by mid-August.
2. **Water Meter Change Out:** As of June 25, 2019, approximately 14,060 meters have been changed out (of approximately 14,200 meters). Replacement of meters started in areas with the most manual reads by staff. Staff is currently estimating a August 2019 completion date for all meter change outs.
3. **FM 1103 Utility Relocation Project:** City Staff continues to work on acquiring one final easement necessary to relocate water and wastewater lines that are in conflict with the planned roadway and drainage improvements associated with the TxDOT FM 1103 Improvement Project. City Staff had a Pre-Construction meeting on May 22<sup>nd</sup> with D. Guerra Construction Company and TxDOT. The Notice to Proceed was issued May 29<sup>th</sup>. Staff received notification from TX-DOT that the plans we were sent to design from were not up to date, requiring the City to redesign the project and make adjustments to our utility relocations. The City has sent the redesign to the contractor to make sure there aren't any necessary adjustments in the bid for the changes.

### **Engineering Projects:**

1. **2018 Street Preservation and Maintenance/Rehabilitation Project:** The SPAM project is being advertised for bids. The online ad was published last week and the first newspaper ad will be published this week. Staff will hold a pre-bid conference for the project on July 10<sup>th</sup>. The bid opening will be July 24<sup>th</sup>. Staff expects to have an award recommendation to Council for the August 8<sup>th</sup> Council Meeting.
2. **Corbett Elevated Water Storage Tank:** The foundation excavation was completed and the mud slab was poured. General site work continued including installing culverts under the main site drive and other drainage related grading. Landmark Structures has mobilized their foundation crew to the site and plans to begin work on the foundation late June or early July. The project is expected to be completed July of 2020.
3. **Woman Hollering Creek Wastewater Interceptor Main and Lift Station:** CobbFendley continues to work on final plan revisions, the lift station plat document, the lift station site plan, and the bid documents. City Staff and CobbFendley continue to negotiate with property owners to acquire necessary easements for the project. Negotiations continue with property owners via email correspondence and face to face meetings. Counteroffer Response Letters have been sent out to several property owners as

well. Negotiations this month resulted in two easements being signed, which brings the total number of easements acquired to seven out of a total of 22. The bidding of the project is dependent on easement acquisition.

4. **Pedestrian Routes and Bike Lanes Project:** Ford Engineering continues to work on plan modifications for Staff review, plan revisions have taken longer than expected, but should be ready for review in early July. City Staff continues to work through environmental approvals with TxDOT and to acquire the remaining ROW necessary for the project. The letting date for the project has been pushed back by TxDOT to October 2019.
5. **FM 1103 Bridge Project:** No change from June update. Final work is being done on the bridge project. Lane closures and traffic rerouting will continue as necessary. TxDOT and its contractors keep City Staff informed of detours and closures so that the City can assist in disseminating the information to the public in a timely fashion. The anticipated completion date is this month (July 2019), weather permitting.
6. **FM 1103 Improvement Project:** No change from June update. Utility relocations are underway (including electric, communications, gas, water, and wastewater). Schertz Public Works is working to relocate water and wastewater lines that conflict with the planned roadway and drainage improvements (see FM 1103 Utility Relocation Project update). Due to issues with the numerous utilities and relocation projects, the target let date for a construction contract has been moved from October 2019 to May 2020.
7. **FM 1518 Improvement Project:** No change from June update. Project has been environmentally cleared. TxDOT is formally acquiring property needed for the expansion project. Initial offer letters have been sent to property owners. Approximately 140 parcels are affected by right of way needs, including a parcel of land owned by the City of Schertz (across the front of the existing Sedona Lift Station). TxDOT is also continuing to work on a value-engineering phase of the project. The project is currently scheduled for letting in September, 2022; construction may begin as early as January, 2023.

### **Planning and Community Development Projects:**

1. **CityView Permitting and Development Software:** We have been meeting with representatives from various city departments to work through the different permitting processes to wrap up the data collection phase which is the first step of the software implementation. We have also been working with the CityView project team to iron out how our various impact fees are calculated and assessed. Once the data collection is complete, the CityView Team will configure the software and return it to the City for User Acceptance Testing. The configured software is tested, we will move to staff user training and then go live with the software.
2. **Agenda Quick software:** With the production site being utilized for about a month, for both City Council and the Planning and Zoning Commission, the City admins will now start working with the various staff members to assist in bringing the other Boards and Commissions into utilizing AgendaQuick. The City Secretary's office has now started utilizing AgendaQuick for the creation of City Council minutes. The minutes for upcoming Planning & Zoning Commission meetings will transition to AgendaQuick within the next

month. Additionally, the admins are working with the IT Department in order to create the public facing web application that the citizens will be able to utilize from the City's website to review, search, and download the agendas for City Council and the various board and commissions that are utilizing AgendaQuick.

**Information Technology Projects:**

1. **Civic Rec Scheduling System:** First meeting with vendor held in June. Vendor to submit tentative training and deployment schedule for review by City staff.
2. **Phone System Replacement:** Deployment of phone system complete.