

CITY COUNCIL MEMORANDUM

City Council Meeting: September 3, 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

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 has substantially completed the project. Work continues on punch list items and establishing vegetation. Punch list items are expected to be completed before the end of August.
 - b. **Greenridge:** The Greenridge drainage project has been substantially completed. The contractor does have a couple punch list items to take care off, but nothing that impacts the function of the new trench drain. Some anticipated construction items were not needed for this project. As a result, the cost for the work is approximately \$15,000 less than the bid costs. Staff will continue to monitor the project to ensure the punch list items are completed.

Facilities Projects:

1. **Fire Station 3: Site:** Site grading is at 99%. Site Concrete is at 80%, Water meters are installed. Irrigation install is at 50%. Sewer Line is complete but for crossing under Lower Seguin Road. Exterior: Standing seam metal roofing is at 50%. Windows are at 99%. Stone is at 99%. Exterior tile is at 40%. Overhead door install is pending. Interior: Drywall is

90% hung with finishing ongoing and ceiling grid install started. Interior wall tile is starting as well. Substantial completion is currently November 2019.

Water Projects:

1. **E. Live Oak Ground Storage Tank Painting:** M&M Tank Coatings was given final completion on August 8th and final payment was issued in late August. With the project being completed, the project will be removed from future Council updates.
2. **Water Meter Change Out:** As of August 30, 2019, approximately 14,586 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 September 2019 completion date for all meter change outs.
3. **FM 1103 Utility Relocation Project:** City Staff has completed the acquisition of the 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. Work began on the project in August with the waterline bore near the IH-35 Frontage Road. In early September, work is expected to begin on the waterline relocation near Wiederstein Road and FM 1103. The project is expected to be completed in January of 2020.

Engineering Projects:

1. **2018 Street Preservation and Maintenance/Rehabilitation Project:** The SPAM bid package has been modified based on feedback we received from the contracting community. The package has been modified to allow for extra time to bid the project and to allow for more flexibility in starting the work. The project will be re-advertised for bids on August 28th. The bid opening date for the project will be October 3rd. When the first advertisement is published, Staff will notify area contractors that the project is being re-bid.
2. **Corbett Elevated Water Storage Tank:** The tank foundation was completed in August and work began on the tank pedestal walls. The pedestal wall construction is expected to be completed in October. Work on Waterline B, the fill line for the tank, was completed from the tank site to Schaefer Road. 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 as some Final Offer Letters. Two new easements and the lift station property were acquired this month so the total number of easements acquired is now 9 out of a total of 21. With the acquisition of the lift station property and all of the forcemain easements, City

Staff is recommending bidding the project in two phases in order to get the project started while the remaining easements are being acquired.

4. **Pedestrian Routes and Bike Lanes Project:** City Staff has completed the review of the 95% construction plans. Ford Engineering is working on the final plan revisions as well as the project manual to be submitted to TxDOT for approval. City Staff continues to work to acquire the remaining ROW necessary for the project. The letting date for the project has been pushed back by TxDOT and will likely be in November 2019.

TxDOT Roadway Projects:

1. **FM 1103 Bridge Project:** Project is substantially complete. Revegetation is still underway.
2. **FM 1103 Improvement Project:** No change from August 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). The target let date for a construction contract is May 2020.
3. **FM 1518 Improvement Project:** No change from August 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.
4. **I-35 Operational Improvements Project (FM 2252 to Schwab Road):** Traffic control is in place. Work scheduled for the month of September includes shoulder repairs and rough grading of the proposed VIA park and ride lots. Lane closures and traffic rerouting will occur as necessary. TxDOT and its contractors will 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 current schedule includes a project completion in December, 2020.
5. **I-35 NEX (I-410 South to FM 1103):** A full description of the project to expand I-35 from I 410 South to FM 1103 can be found by searching keywords "I-35 from I-410" at TxDOT.gov. A public hearing was held August 15. The presentation from the hearing as well as schematic exhibits of the proposed improvements are available on that website. Construction is expected to begin in spring of 2021 and take 4 to 5 years to complete.

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:** The City admins are working towards adding additional Boards and Commissions to the AgendaQuick software. This process will increase in the upcoming month in order to transition the other Boards and Commissions to the software. Currently, the software is being utilized to create the City Council, Planning and Zoning, Board of Adjustment, Building and Standards Commission, Committee of Committee Advisory Board, and The Main Street Committee. Currently, the City admins are creating the templates for the Library Advisory Board, Animal Care Advisory Committee, the Schertz Historical Preservation Committee, the Schertz Parks and Recreation Advisory Board, and the Schertz Tax Increment Reinvestment Zone Number two. Once the templates for the agenda, agenda items, and minutes have been created the City admins will work with the various staff members that facilitate these boards to accommodate any changes or modifications. Since the previous update the City Council agendas and minutes are now accessible via the AgendaQuick interface on the City agendas webpage. Once the rest of the board and commissions are utilizing AgendaQuick this web application will be used for all agendas and minutes.

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.