

# Memo



To: Clay Pearson, City Manager

From: Jennifer Lee, Project Manager

CC: Jon Branson, Deputy City Manager  
Trent Epperson, Assistant City Manager  
Sue Polka, Director of Engineering  
Skipper Jones, Assistant Projects Director

Date: January 28, 2016

RE: McHard Road Extension Project Update

2/4/2016

To: Mayor and City Council members  
Update re McHard Road Extension (Mykawa Road to Cullen Pkwy). Clay

This is a follow-up to the attached memos dated April 1, 2015, and October 1, 2015 for the McHard Road Extension Project and its purpose is to provide an update to the project status since that time.

## Background

The project consists of the design and construction of approximately 3.2 miles of four lane divided curb and gutter roadway from the current terminus at Cullen Parkway to Mykawa Road. This will include grading, paving, sidewalks, drainage, detention pond(s), traffic signals, signage, pavement markings, illuminations, traffic control plans, storm water pollution prevention plans, landscape/irrigation plans, environmental permitting Corps and EPA clearances, specifications and a cost estimate.

## Work completed since October 1, 2015:

- **There are 83 parcels that may be impacted by the project. To date, 72 parcel owners have granted Right of Entry (ROE). These ROE's grant the owner's permission for survey and geotechnical teams to conduct investigations on their property.**
- The surveyor has completed surveying the 72 properties that have granted entry. The property corners, existing right-of-way and visible utilities and structures have all been identified. The surveyor will now work on preparing a right-of-way map of the project limits.
- Centerpoint granted limited access to their easement in November, 2015 so the survey, geotechnical and environmental investigations could be performed in that area.
- Draft of the Traffic Signal Warrant Study has been completed and submitted for review and approval. TxDOT is aware that City traffic count projections differ from those provided by H-GAC and have approved the use of the City's counts. This should assist in gaining TxDOT agreement for traffic signals at intersections planned for future upgrades.
- The Hydrologic & Hydraulic (H&H) Study is well underway. This will define the drainage system pipe sizes and outfall rates as well as pond designs for the project. The study will evaluate the hydraulic grade line for the design frequency, making necessary adjustments throughout the system based on the roadway's geometric design. The study will also determine the detention ponds design and floodplain fill mitigation if necessary. Based on the study, a formal H&H report will be submitted to the City, Brazoria Drainage District 4, and the Federal Emergency Management Administration for review and approval. One unique aspect of this project is that the

roadway is splitting two separate watersheds and modifying drainage within both. For that reason the project will also include a Conditional Letter of Map Revision (CLOMR) that will require FEMA approval.

- Field work for Noise Modeling is complete. The Noise modeling will evaluate existing and predicted noise levels to determine whether or not the anticipated noise levels will need to be mitigated.

#### **Recent Achievements**

- The geotechnical team is approximately 50% complete with the field investigations.
- The first of several Utility Coordination Meetings has been scheduled with TxDOT for March 2<sup>nd</sup>.
- Environmental field work is progressing including wetlands delineation/determination, the vegetation inventory, endangered species study, and the Cultural Resources study.
- Work continues on the Cultural Impact Analysis (CIA). This analysis will determine the direct, indirect, and cumulative impacts the project may have on historical, cultural, natural environments as well as the economic impact on affected properties. The analysis investigates the presence of any structures, buildings, districts, objects, sites, etc. that may be eligible for inclusion in the National Register of Historic Places.
  - a. The sub-consultant, Cox McLain has started the Indirect & Cumulative Impact Report
  - b. Community Impact Tech Report Form & supporting data has been submitted to TxDOT.
  - c. Field work is underway for the Biological Evaluation Form
  - d. The Hazardous Materials Report is approximately 25% complete. This report will assess and identify locations within the project limits that may have experience soil and/or groundwater contamination by hazardous materials as determined by regulatory agencies database records.

Each component of the Environmental Assessment (EA) is being submitted to TxDOT as the drafts are completed for interim reviews before the draft report is submitted. **The draft EA is planned for submittal to TxDOT by the end of March 2016.** The TxDOT review of the draft may take as much as 90 days to complete. Upon approval of the draft report, a Public Hearing can be scheduled and with those results the Final EA will be submitted.

#### **Schedule**

The above tasks are primarily in preparation for the 30% Plans, Specifications & Estimate (PS&E) submittal and the Public Hearing.

- The schedule calls for the submission of the 30% PS&E in the April – May 2016 timeframe.
- The preliminary preparation and coordination for the Public Hearing can begin after the draft EA has been approved, but advertising for the Public Hearing cannot begin before the approval.
- If approvals are received according to the schedule, the Public Hearing will take place by the end of June 2016.
- **After the final EA report is approved, the land acquisition phase can began. The expected start of this phase of the project is late 3<sup>rd</sup> quarter 2016. The acquisition phase which includes preliminary mapping exhibits, appraisals, negotiations and settlement/condemnation for this number of parcels can take as long as one year to complete.**



## Memo

To: Clay Pearson, City Manager

From: Jennifer Lee, Project Manager

CC: Jon Branson, Deputy City Manager  
Trent Epperson, Assistant City Manager  
Skipper Jones, Assistant Projects Director

Date: April 1, 2015

RE: McHard Road Extension Project Update-Public Meeting

4/1/2015  
To: Mayor and City Council members  
Wrap-up on the formal open house meeting opportunity that was hosted with TxDOT regarding McHard Road Extension (Mykawa Road to Cullen Pkwy). There is a standing part of pearlandtx.gov for the project with history and FAQs. <http://pearlandtx.gov/departments/engineering-and-capital-projects/mchard-road-extension>  
Clay

As one of the requirements of federally funded projects, for the **McHard Road Extension Project we supported a Public Meeting on March 24, 2015.** This purpose of this memo is to provide updated information on the activities associated with that Public Meeting.

### Public Meeting Preparation

Preparation for the Public Meeting began with a Kick-off meeting on January 9, 2015. The meeting was attended by the *ad hoc* Public Meeting team which included the design consultant, the Public Information consultant, TxDOT's Environmental Specialist, and myself. The team developed a notification strategy for the Public Meeting. The McHard Road Extension Project's schedule had the Public Meeting set for January or February 2015, but it was discovered during this Kick-off meeting that TxDOT would need at least 30 days to approve the Public Meeting notice verbiage; this consideration would push the actual meeting into March. Because of Spring Break, March 24 or 25 were the dates that were chosen dependent on the availability of Glenda Dawson High School which is the largest venue in the area to accommodate the expected number of participants. We solicited the help of Pearland ISD (their staff contact was Keith Ordeneaux) to reserve the high school in early February and began planning the meeting with a scheduled Public Meeting date of March 24, 2015 from 6:00 until 8:00 pm, to be held in an Open House format.

The Public Notices were to be published in the local English and Spanish speaking newspaper(s) at least 30 days prior to the meeting date. Also required is a second notification at least 10 days prior to the meeting. The cost of advertising in the newspapers is very costly since there is such a low percentage of readership and the even lower percentage of people that actually read the legal notices. **Considering the small pool of residents that would be reached through the newspaper ad, a better distribution of information would be through direct mail out and social media that the City led.** The McHard Road Extension Project already has an established network of followers via Everbridge, Facebook, Instagram, Twitter, and the City's webpage, therefore the team decided to use these available resources to increase public

awareness of the meeting. Also, following a strategy used by the City several months ago to distribute information regarding water quality, we engaged the Utility Billing Department to include Public Notices in the Utility Bills of the residents in the areas near the proposed alignments of the McHard Road corridors. The cost associated with publishing the notices via direct mail out, social media and in the Utility Bills were a fraction of the cost of publishing in the newspapers and we were able to reach a much larger group of residents.

To determine the residents that should receive the direct mail out notices, the City's GIS Department overlaid the Brazoria County Appraisal District database over the parcel map, then created a two hundred foot buffer on either side of the proposed alignment map and extracted those files into a separate database. Those files were cleaned up by removing duplicates and incomplete information. The remaining files were then sent to the Public Information consultant who mailed out the notices to each property owner on that list. The list consisted of approximately 227 property owners. It was later brought to our attention that some residents had not received the mail out, so additional notices were printed and handed out along several highly populated streets and at the churches in the affected areas.

There were four additional meetings to prepare for the Public Meeting that were primarily attended by the same core group, however additional personnel attended as needed to offer expertise in certain areas. The meetings developed presentation strategies including maps, exhibits, matrices, and handouts. The latter meetings also came up with a list of Frequently Asked Questions about the project so that each person representing the City, the consultants, and TxDOT would all have generally the same responses to questions from the residents. The standard handouts include the project description and the comment card that should be returned to TxDOT by April 7, 2015 to be considered in the final alignment determination. However, because of the misinformation that has been distributed by groups prior to the Public Meeting, it was decided to also include copies of the State of Texas Bill of Rights so property owners could know what their rights are firsthand instead of what is being told to them by others.

### **Public Meeting**

There were many hours of preparation, careful planning, and collaboration that went into the Public Meeting and as a result, the meeting was highly successful. The public attendance was about 250 residents. Most of the public feedback was very positive. Even residents that do not support the project commented on the value of the information that was presented to them at the meeting. TxDOT observed that the meeting was one of the best coordinated and highest attended "non-contentious" meetings that they have had. They also agreed that the methods used to communicate the meeting were very effective, resulting in the increased participation.

I personally want to thank Mr. Ordeneaux at PISD and the following departments:

Project Management

Administration

Engineering

Communications

Public Works

GIS

Utility Billing

Police Department

Because of your assistance and involvement the McHard Road Extension Public Meeting was a tremendous success.



# Photos of Public Meeting



# Memo

10/14/2015

To: Mayor and City Council members  
Further update on the major project to extend and complete McHard Road from Cullen Blvd to Mykawa.  
Clay



To: Clay Pearson, City Manager

From: Jennifer Lee, Project Manager

CC: Jon Branson, Deputy City Manager  
Trent Epperson, Assistant City Manager  
Susan Polka, Director of Engineering and Capitol Projects  
Skipper Jones, Assistant Projects Director

Date: October 7, 2015

RE: McHard Road Extension Project Update

This purpose of this memo is to provide updated design status information associated with the McHard Road Extension Project.

## Background:

The McHard Road project includes the construction of approximately 3.5 miles of four lane divided concrete curb and gutter roadway, provisions for pedestrian traffic, drainage, and signalized intersections (Max Rd., Roy Rd., O'Day Rd., Garden Rd., and Hatfield Rd.). The roadway will extend from east of Cullen Blvd. to Mykawa Rd.

## Design Process and Schedule:

The City hosted a very successful Public Meeting on March 24, 2015 at Glenda Dawson High School in which two proposed alignments were exhibited to the public: (Alignment 1 a northern route and Alignment 2 a southern route). A total of 225 people registered their attendance at the public meeting. The overwhelming majority of residents that responded to the comment form preferred Alignment 1. Based on this consensus for Alignment 1, the design effort is now moving forward developing this alignment.

In addition to providing a focused design effort, the comments from the meetings will be incorporated into the Environmental Assessment (EA) for review by the Federal Highway Administration (FHWA). The EA process may take 15 to 20 months and is expected to be complete by October 2016.

During this interim period, Staff have begun to contact property owners along the preferred alignment by letter; requesting permission to enter the property for the purpose of performing surveying, geotechnical borings and in some cases, environmental information gathering. There are 83 properties that have been identified that will potentially be impacted by the project. Three rounds of Right of Entry request have been mailed to the property owners. The first letters were mailed in early July. In August, letters were sent to those owners that had not previously responded. In September, a third letter was sent via certified mail to the owners that had not responded to the first two letters. To date, there are 17 residents that still have not

granted right of entry permission. The City's Acquisition Manager begun to title search the 17 remaining properties to verify whether or not we have correct ownership information.

The Engineer's sub-consultant has been working on the Hydrology and Hydraulic report, the Comprehensive Drainage Impact Study, the drainage and flood control impact evaluation and preliminary drainage engineering information for approval by the City, Brazoria Drainage District 4 (BD4) and the State. A coordination meeting was held on September 15, 2015 with BD4 to provide a preliminary drainage design. This Drainage Study is expected to be complete in early 2016.

Design Concept Conference with the Texas Department of Transportation (TxDOT) was held Oct 6. This meeting was attended by City Staff, TxDOT, and the design consultants. Its primary purpose is to discuss and agree on fundamental aspects, concepts, and preliminary design criteria of the project as well as verification and clarification of the funding policy.

Other design phase work that has begun and/or is on-going includes the following:

- The surveyor has begun to survey the properties that have granted entry. As the right of entry letters are received, City staff is forwarding the information to the surveyor.
- The geometric layout of the project limits with an aerial background is complete. (August 2015)
- The signal warrant study began in September and is expected to be complete in February 2016.
- The original Engineer's Preliminary Opinion of Probably Construction Cost was \$31,062,500. The estimate has been revised to \$32,965,117. This increased estimate is due to the rising cost of concrete.
- Staff is communicating with TxDOT and H-GAC concerning a potential schedule revision.
  - There are delays associated with TxDOT's approval of the consultant's subcontractors.
  - Schedule delays as a result of a change in federal guidelines related to the sidewalks and bike trail, the median width, and the typical right of way width of major thoroughfares.
- Currently, the proposed letting date for the project is August 2017, subject to the environmental clearance staying on schedule.
- Preparations for the 30% design submittal. (January 2016)



# PROJECT VICINITY MAP

