

MEMORANDUM

To: Upper Dublin Township Municipal Authority Members

From: Paul Leonard, Executive Director

Date: December 3, 2021

Re: Year End 2021 Annual Report

The following provides a summary of 2021 Re-development submittals in the Greater Fort Washington District (GFWD) and the Upper Dublin Township Municipal Authority (UDTMA) Assessment Program, Resolutions, Project Status, and Grant Applications/Awards:

Re-Development within GFWD

Overall in 2021, six (6) properties within the GFWD have proceeded through the Township Land Development process for re-development or expansion, in addition to the site work at 520 Virginia for the relocated Upper Dublin Police Department at the Township Library and Community Center. These projects are at various stages of review and possible approval.

These include:

1. 316 Mid-Rise Apartments on vacant ADP site and adjacent parcels (1125 Virginia Drive)
2. Building Expansion at 350 Commerce Drive, including Trail Easement/local trail construction along frontage with public open space.
3. Presentations and minor land development reviews for 500 Virginia Drive to include front entrance improvements and Trail Easement for Cross County Trail.
4. Proposal for 180 Mid-Rise Apartments at 1250 Virginia Drive with demolition of vacant office building.
5. Redevelopment of 1055 Virginia Drive to Climate Controlled Self Storage Facility with demolition of vacant office building.
6. New owner and occupancy of 425 Delaware Drive Class A Office Building by ACTS Retirement Communities Inc.

Assessment Program

1. Assessments in the amount of \$555,000 for Fiscal Year 2021 were sent to 134 property owners with 100% collection rate.

Resolutions

1. At the December, 2020 meeting, the 2021 Budget was passed via Resolution-20-0019.
2. One (1) Resolution was passed in 2021 by the UDTMA, not including December 2021.

Projects Status

1. Fort Washington Cross County Trail & Road Diet: Phase 1 advertised in May, 2020.
 - a. Inspection team selection was QCI Group for \$181k after UDTMA consideration of eight (8) proposals and interviews with the top three firms.
 - b. Construction was awarded to the responsible low bidder, James D. Morrissey, for \$3.189 Million. Notice to Proceed was provided on July 20, 2020, with completion scheduled for August, 2021. Engineer Estimate for construction was \$3.21 Million.
 - c. Incorporated NWWA into construction with Reimbursement Agreement to replace water main within project limits.
 - d. Incorporated BCWSA into construction with Reimbursement Agreement to install force main at Commerce & Delaware Drive intersection.
 - e. Completed construction date established as 11/2/21 with Maintenance Bond submitted (18 months for minimum 10% contract price). Final overall construction cost was \$4.00 Million which included approximately \$617K for NWWA Change Order, approximately \$66K for BCWSA Change Order and approximately \$128K for project Change Orders.
2. Zip Ramp Project: Construction Plans were reviewed four (4) times by the PA Turnpike Commission. Offer Sheet for the Required Right of Way from 335 Commerce Drive was sent in October, 2021. NPDES Permit approval was received on 11/4/21. Advertisement is estimated for April 2022, with bid opening May 2022, and selection in June 2022. This will still require a grant extension request.
3. Delaware Dr. Cross County Trail & Road Diet – Construction Plans are being finalized and NPDES permit will be submitted to Montgomery County Conservation District in early 2022. Trail Easements and Temporary Construction Easements being prepared for six (6) properties. Coordination ongoing with SEPTA for layby at 520 Virginia Drive. Project will incorporate NWWA and BCWSA into construction via Reimbursement Agreements for water main replacement and force main installation. Construction estimated to begin in Summer, 2022.
4. Fort Washington Cross County Trail & Road Diet: Phase 3 PennDOT approved Multimodal Transportation Fund grant extension until August, 2024 to complete construction. Construction Plans are being finalized and NPDES permit will be submitted to Montgomery County Conservation District in Fall, 2022 along with Joint USACOE/PA DEP permit for Bodenstein Channel streambank and culvert replacement work. Trail Easements and Temporary Construction Easement are being prepared for three (3) properties. Construction is estimated to begin in Spring, 2023.
5. Dreshertown Road Improvements – Phase 1: Grants executed for design and construction. Preliminary Engineering has begun. Project is advancing through PennDOT process and is beginning Safety Review and Environmental Clearance. Multiple meetings with PennDOT and FHWA have been held to establish a Cemetery Action Plan due to proposed impact to the Dresher Cemetery. In 2019, potential historic and archaeological resources were cleared, which has been commended by PennDOT as unique. As a result, the Scoping Field View has been approved by PennDOT and the Categorical Exclusion Evaluation is being prepared.
6. Camp Hill Road and Virginia Drive Signal: Upon authorization from the Township and UDTMA, the signal design has been submitted to PennDOT twice for review. Montgomery County has awarded \$275k for construction through the County Transportation Fund grant.

7. 520 Virginia Rear Driveway Traffic Impact Analysis: Boles Smyth prepared and presented to the the BOC in October, 2021 regarding an analysis of potential traffic impacts around the GFWD, assuming public use is authorized for the rear driveway.

Grant Awards - \$625,000 Awarded for Two (2) Projects:

1. \$275,000 Montgomery County Transportation Grant awarded October 2021 for Virginia Drive & Camp Hill Road Signalization project.
2. \$350,000 PA DCED Multimodal Transportation Fund Grant awarded for construction Fort Washington Cross County Trail & Road Diet Phase 3 project.

Operations

1. Municipal Authority met its assumed obligations for maintenance, operations and required inspections of both the Rapp Run and Pine Run Flood Retarding dams.
2. Municipal Authority secured and was subject to a complete independent Audit for 2020 with no findings or exceptions. A copy of the Concise Financial Statement for 2020 is attached to this report.

UPPER DUBLIN TOWNSHIP MUNICIPAL AUTHORITY
CONCISE FINANCIAL STATEMENT
DECEMBER 31, 2020

CONDENSED STATEMENT OF NET POSITION

ASSETS

Current Assets	\$ 4,569,498
Net Capital Assets	<u>3,671,294</u>
Total Assets	<u>\$ 8,240,792</u>

LIABILITIES AND NET POSITION

Current Liabilities	\$ 414,864
Long-Term Debt (Last Maturity 2043)	5,655,000
Net Investments in Fixed Assets	717,073
Unrestricted Net Position	<u>1,453,855</u>
Total Liabilities and Net Position	<u>\$ 8,240,792</u>

STATEMENT OF NET POSITION
FOR THE YEAR ENDED DECEMBER 31, 2020

Balance, January 1, 2020	\$ 1,436,312
Add: Excess of Revenues Over Expenditures	<u>734,616</u>
Balance, December 31, 2020	<u>\$ 2,170,928</u>

CONDENSED STATEMENT OF OPERATIONS
FOR THE YEAR ENDED DECEMBER 31, 2020

Operating Revenues	\$ 555,423
Operating, Administrative and Depreciation Expenses	<u>190,056</u>
Operating Income	<u>365,367</u>
Non-operating Revenues	
Investment Income	32,971
Interest Expense	(160,990)
Grants	<u>497,268</u>
Total Non-operating Revenues	<u>369,249</u>
Increase in Net Position	734,616
Net Position, Beginning of Year	<u>1,436,312</u>
Net Position, End of Year	<u>\$ 2,170,928</u>

The audit report by an independent certified public accountant is available for inspection at the office of the Authority during regular business hours.

December 3, 2021

Upper Dublin Township Municipal Authority Business Improvement Plan for 2022 to the Board of Commissioners of Upper Dublin Township

Mission

The purpose of the Upper Dublin Township Municipal Authority (UDTMA) is to obtain and finance working capital, acquire, hold, construct, improve, maintain and operate, own or lease, either in the capacity of lessor or lessee, projects within the service area of the UDTMA, of the following kind and character:

- (a) Transportation for all defined modes, marketing, transit service and safety improvement utilizing all resources necessary to construct and maintain roadway improvements, bridges, traffic regulation devices, bicycle/pedestrian trails and amenities including but not limited to landscaping/trees, special signage, and street/area lighting.
- (b) Storm water and flood control planning, management and implementation.
- (c) General economic development and marketing for the Fort Washington Office Center Park recently rezoned as the Greater Fort Washington District.

Attendance

The UDTMA held 12 public meetings in 2021 on the first Friday of every month except July and September when the meeting was held on the second Friday due to the July 4th and Labor Day holidays. The January meeting was primarily a re-organization meeting with the appointments of Offices, Directors, Engineer, Solicitor and Open Records Officer. Attendance at the meetings by members was high for the year with Mr. Markman missing one meeting, Mr. Diehl missing two meetings, Mr. Danaher missing two meetings and Mr. Griffin missing one meeting. Attendance by the Executive Director, Finance Director, Solicitor's Office and Engineer was nearly 100% with Mr. Leonard missing two meetings.

Financial Matters

In 2018, the UDTMA issued \$6,000,000 of guaranteed revenue notes to fund certain capital improvement construction projects identified as Priority One projects on the attached "Exhibit A." To finance the annual debt service on the notes and the UDTMA's operating expenses, an assessment is levied on all properties within the UDTMA service area based upon the assessed value of each property, as determined by the assessment of record in the county assessment office on the date such assessments are levied. In 2021, the UDTMA obtained \$625k in grant funds to finance future projects.

Capital Projects

Construction of the Fort Washington Cross County Trail & Road Diet – Phase 1 project began in July, 2020 and completed in November, 2021. This is the fifth of several Priority One projects within the UDTMA jurisdiction funded by the \$6,000,000 revenue notes and through grant funding.

Budget

Funding from the annual assessment also supports the UDTMA's operating costs. Both the Directors and the Board of Commissioners approved the UDTMA's 2021 operating budget and will approve the 2022 operating budget. The UDTMA is projected to have a year-end operating fund balance totaling \$283,994 at December 31, 2021. All revenues and expenditures are subject to an independent CPA audit, with a report filed with the Township and the Commonwealth, and available to both the Board of Commissioners and any member of the public.

Transparency

All meetings of the UDTMA were open to the public and live broadcast or live Zoom and are all available on the Township's website of video archives. There were no Right to Know Law Requests related to the UDTMA during 2021. The UDTMA is committed to not only complying with the Right to Know Law and the Sunshine Law, but communicating with property owners, businesses and employees within the UDTMA area via multiple means through 2022.

Municipal Authority Priority List and 2022 Projects

The Board of Commissioners and any interested parties are advised that the UDTMA works and focuses routinely on the attached priority list, currently dated November 22, 2021. This color-coded spreadsheet shows both the priorities, funding sources and current status of project designed to meet the mission statement at the beginning of this report. The UDTMA welcomes public participation in both their meetings and by comments to them in written format.

The Municipal Authority will continue to foster and support economic development and reinvestment in the Office Park.

Exhibit A
Municipal Authority Priority List and 2022 Projects



**Greater Fort Washington District Project Priority List
Upper Dublin Township Municipal Authority**

11/30/2021

TOWNSHIP FUNDED CAPITAL IMPROVEMENTS WITHIN THE MUNICIPAL AUTHORITY BOUNDARY									
CONSTRUCTED AND/OR COMMITTED TOWNSHIP PROJECTS	HIGHLIGHTED FIELD INDICATES FINAL PROJECT COST TO BE UPDATED	TOTAL PROJECT COST (Millions)	Grant Funding Awarded (Millions)	Developer Reimbursement (Millions)	Utility Reimbursement (Millions)	Twp/Auth Obligation (Millions)	Construction Start Date	Construction End Date	Status / Comments
	Description								
	PINE RUN & RAPP RUN FLOOD RETARDING STRUCTURES	\$14.819	11.569			3.250	2013	2015	
	VIRGINIA DRIVE PINE RUN BRIDGES RECONSTRUCTION	\$6.234	4.430			1.804	06/2016	07/2017	MUNICIPAL RETRO-REIMBURSEMENT PROGRAM
	VIRGINIA DRIVE RAPP RUN CULVERT RECONSTRUCTION	\$1.638	0.400			1.238	03/2017	07/2017	PA DCED GRANTS
	VIRGINIA DRIVE ROAD DIET & TRAIL	\$1.491	1.000			0.491	09/2017	06/2018*	
	CROSS COUNTY TRAIL - FINAL SEGMENT	\$1.299	1.019			0.280	10/2019	09/2020	PENNDOT TAP PROGRAM - MPMS 107179
	FORT WASHINGTON CROSS COUNTY TRAIL & ROAD DIET - PHASE 1	\$4.895	3.541	0.300	0.683	0.371	07/2020	11/2021	DOT MTF, PA DCED, PA DCNR, MONTCO
	DRESHER TRIANGLE CONCEPT DESIGN	\$0.062			0.062	0.000	N/A	N/A	
		\$30.438	\$21.959	\$0.300	\$0.745	\$7.435			

CAPITAL IMPROVEMENTS WITHIN THE MUNICIPAL AUTHORITY BOUNDARY									
PRIORITY 1 PROJECTS (0 TO 3 YEARS)	HIGHLIGHTED FIELDS INDICATE CONSTRUCTION COMPLETED OR STARTED	OPINION OF PROBABLE COST (Millions)	Committed Project Estimates (Millions)	2015-2020 Awarded (Millions)	2021 Grant Awarded (Millions)	Developer Contribution (Millions)	Municipal Auth Obligation (Millions)	Municipal Auth Committed (Millions)	Status / Comments
	Description								
	PA TURNPIKE ZIP RAMP FROM PA 309 INTERCHANGE - PHASE 2	\$2.750	2.750	2.038		0.4	0.312	0.312	DCED MTF
	FWCCT&RD WITH BODENSTEIN CHANNEL REPLACEMENT - PHASE 3	\$4.280	4.280	0.325			3.955	3.955	CFA MTF
	DELAWARE DR CROSS COUNTY TRAIL & ROAD DIET - MIDDLE SECTION	\$4.600	4.600	2.100			2.500	2.500	GRANTS AWARDED - COORD. ONGOING
	DRESHERTOWN RD IMPROVEMENTS - PHASE 1 DESIGN	\$0.400	0.400	0.250			0.150	0.150	DVRPC Phase VII
	DRESHERTOWN RD IMPROVEMENTS - PHASE I CONSTR.	\$4.250	4.250	3.392			0.858	0.858	2019 CMAQ (\$1.892M) & CFA MTF (\$1.5M)
	VIRGINIA DRIVE & CAMPHILL ROAD SIGNALIZATION	\$0.525	0.525		0.275	0.125	0.125	0.125	MONT CO TRANS FUND/EQUUS
	DELAWARE DRIVE BRIDGE SUPERSTRUCTURE REPLACEMENT & REPAIRS	\$1.250	1.250	1.000			0.250	0.250	MUNICIPAL RETRO-REIMBURSEMENT PROGRAM
	PRIORITY 1 PROJECTS OPINION OF PROBABLE COST TOTALS	\$18.055	\$18.055	\$9.105	\$0.275	\$0.525	\$8.150	\$8.150	

PRIORITY 2 PROJECTS (3 TO 6 YEARS)	COMPLETION OF VIRGINIA DRIVE INTERCHANGE PRELIM. ENG.	\$1.600					1.600		
	COMPLETION OF VIRGINIA DRIVE INTERCHANGE LAND ACQUISITION	\$1.500					1.500		
	CONSTRUCT LOCAL TRAIL CONNECTIONS TO CROSS COUNTY TRAIL	\$0.250		0.015			0.235		PA WalkWorks
	CONSTRUCT A LINEAR PARK ALONG CROSS COUNTY TRAIL	\$4.300					4.300		
	CONSTRUCT PINETOWN ROAD BOULEVARD WITH LANDSCAPED MEDIAN	\$1.800					1.800		
	GATEWAY ENTRANCE ENHANCEMENTS	\$0.250					0.250		
	PERFORM WARRANT ANALYSIS FOR PINETOWN & HIGHLAND	\$0.025					0.025		
	COMPLETE RAPP RUN CREEK REVITALIZATION	\$0.750					0.750		OPINION OF PROBABLE COSTS REQUIRE FURTHER ANALYSIS AND ARE ONLY FOR DISCUSSION PURPOSES AND NOT FOR ASSESSMENT PURPOSES. GRANT POTENTIAL HAS NOT BEEN ANALYZED.
	COMPLETE PINE RUN CREEK REVITALIZATION - STAGE I	\$0.500					0.500		
NEW JERSEY, NEW YORK & MARYLAND ROADWAY RECONSTRUCTIONS	\$2.750					2.750			
PRIORITY 2 PROJECTS OPINION OF PROBABLE COST TOTALS	\$13.725	\$0.000	\$0.015	\$0.000	\$0.000	\$0.000	\$13.710	\$0.000	

PRIORITY 3 PROJECTS (OVER 6 YEARS)	DRESHER TRIANGLE ROADWAY IMPROVEMENTS - STAGE III	\$4.000					4.000		
	CONSTRUCT LANDSCAPED MEDIANS ON COMMERCE, DELAWARE & VIRGINIA	\$0.150					0.150		
	INSTALL PEDESTRIAN LIGHTING ALONG CROSS COUNTY TRAIL & PINETOWN	\$1.000					1.000		
	RE-GRADE HIGHLAND AVENUE APPROACH TO CAMPHILL ROAD	\$0.350					0.350		
	CONSTRUCT ADDITIONAL LOCAL TRAIL CONNECTIONS TO CROSS COUNTY TRAIL	\$0.250					0.250		
	COMPLETE PINE RUN CREEK REVITALIZATION - STAGE II	\$0.750					0.750		
	CAMPHILL ROADWAY RECONSTRUCTION & BRIDGE RECONSTRUCTION*	\$3.250					3.250		
	INSTALL LANDSCAPING ENHANCEMENTS TO OPEN VISTAS	\$0.750					0.750		
PRIORITY 3 PROJECTS OPINION OF PROBABLE COST TOTALS	\$10.500	\$0.000	\$0.000	\$0.000	\$0.000	\$0.000	\$10.500		OPINION OF PROBABLE COSTS REQUIRE FURTHER ANALYSIS AND ARE ONLY FOR DISCUSSION PURPOSES AND NOT FOR ASSESSMENT PURPOSES. GRANT POTENTIAL HAS NOT BEEN ANALYZED.

* NOTE - TOTAL COST SHOWN, HOWEVER, DELAWARE DR & CAMPHILL RD RECONSTRUCTION TO WIDEN AND/OR PROVIDE PEDESTRIAN/TRAIL AMENITIES WOULD BE ELIGIBLE FOR ASSESSMENT. REPLACEMENT OF THE STRUCTURES IN-KIND IS THE RESPONSIBILITY OF TOWNSHIP

NON-CAPITAL IMPROVEMENT PROJECTS				
OPERATIONS AND SERVICES	DESCRIPTION	2022 BUDGET	DESCRIPTION	COMMENTS
		EXECUTIVE DIRECTOR & FINANCE DIRECTOR		
	MUNICIPAL AUTHORITY SOLICITOR SERVICES	0.022	OPERATE SHUTTLE SERVICE TO/FROM SEPTA REGIONAL RAIL STATION	
	MUNICIPAL AUTHORITY ENGINEER SERVICES	0.100	DEVELOP LOGO AND POTENTIAL RE-BRANDING CAMPAIGN	
	MUNICIPAL AUTHORITY ACCOUNTANT SERVICES - AUDIT	0.006	ESTABLISH FLOWERS, TREES, SHRUBS SPECIES LIST	
	OTHER CONSULTANT SERVICES & APPRAISALS	0.030	ESTABLISH DESIGN STANDARDS FOR PRIVATE PROPERTY SIGNAGE	
	ASSUME MAINTENANCE RESPONSIBILITY OF PINE RUN AND RAPP RUN FLOOD RETARDING STRUCTURES	0.031	MARKETING INITIATIVES (SPACE AVAILABILITY, ECONOMIC DEV, ETC.)	
	MISCELLANEOUS ADMIN (SUPPLIES, FEES, RECORDING OF MINUTES, ETC.)	0.004	INSTALL WAYFARER AND/OR TRANSIT SIGNAGE AT SEPTA/SHUTTLE STOPS	
	ANNUAL COST TOTAL	0.215	PERFORM SNOW AND ICE REMOVAL SERVICES ON SIDEWALKS AND TRAILS	