

MEMORANDUM

To: Upper Dublin Township Municipal Authority Members

From: Paul Leonard, Executive Director

Date: December 4, 2020

Re: Year End 2020 Annual Report

The following provides a summary of 2020 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 2020, there were six (6) Land Development presentations for re-development or expansion within the GFWD, in addition to the retro-fitting and site work at 520 Virginia for the new 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 175 Commerce Drive, including \$36,400 payment to UDTMA for local match of Fort Washington CCT & Road Diet Phase 3.
3. Building Expansion at 350 Commerce Drive, including Trail Easement/local trail construction along frontage.
4. Presentation by new owners of 500 Virginia Drive to include front entrance improvements.
5. Proposal for 180 Mid-Rise Apartments at 1250 Virginia Drive with demolition of vacant office building.
6. Redevelopment of 1055 Virginia Drive to Climate Controlled Self Storage Facility with demolition of vacant office building.
7. Completion and occupancy under COVID-19 constraints of the Toll Brothers Headquarters at 1100 Virginia Drive with potential full occupancy by 1,300 employees.
8. 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 2020 were sent to 134 property owners.
2. Assessments were collected from all but one (1) property (liened for non-payment of \$582.26).

Resolutions

1. At the December, 2019 meeting, the 2020 Budget was passed via Resolution-19-0014.
2. Three (3) Resolutions were passed in 2020 by the UDTMA, not including December, 2020.

Projects Status

1. Virginia Drive Cross County Trail – Final Segment (PennDOT Transportation Alternatives Program, MPMS #107179): Construction completed in September, 2020. Progress in 2019 allowed for on-time completion even with COVID-19 shutdown. Total Cost of \$1.383 Million. PennDOT TAP Grant reimbursement was \$1.019 Million (\$364k local match). Final invoices totaled \$141k for Design; \$1.105 Million to Bencardino Contractors; \$102k to Pennoni Associates for inspection; and, \$35k to Boles Smyth for Construction Management.
2. Fort Washington Cross County Trail & Road Diet: Phase 1 advertised in May, 2020.
 - a. Final easements were obtained from 270, 290 and 335 Commerce Drive.
 - b. Inspection team selection was QCI Group for \$181k after UDTMA consideration of eight (8) proposals and interviews with the top three firms.
 - c. 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.
3. Zip Ramp Project: Construction Plans are currently being reviewed by the PA Turnpike Commission. Appraisals are being obtained for the Required Right of Way from 335 Commerce Drive. Construction is estimated to begin in late Summer, 2021.
4. 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 2021. Trail Easements being prepared for three properties. Construction estimated to begin in Fall, 2021.
5. Fort Washington Cross County Trail & Road Diet: Phase 3 Construction Plans are being finalized and NPDES permit will be submitted to Montgomery County Conservation District in Summer, 2021 along with Joint USACOE/PA DEP permit for Bodenstein Channel streambank and culvert replacement work. Trail Easements are being prepared from two properties. Construction is estimated to begin in Spring, 2022.
6. 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. In 2019, potential historic and archaeological resources were cleared, which has been commended by PennDOT as unique.
7. Camp Hill Road and Virginia Drive Signal Warrant: Upon authorization from the Township and UDTMA, the Signal Warrant Analysis was prepared and submitted to PennDOT on October 8, 2020, for PennDOT review and concurrence that a signal is warranted.
8. Traffic Impact Analysis: Boles Smyth prepared and presented to the UDTMA and the BOC in February and May 2020, respectively, an analysis of potential traffic impacts in the GFWD, assuming 900 Residential Units are constructed. The GFWD Ordinance was amended by the BOC on August 11, 2020 to allow a maximum of 900 residential units.

Grant Applications - Three (3) applications submitted requesting \$2.875 Million:

1. PA DCED Multimodal Transportation Fund Grant requesting \$1.5 Million submitted in September, 2020 for the FWCCT & Road Diet Phase 3 project to reduce local match.
2. PennDOT Multimodal Transportation Fund Grant requesting \$1.2 Million submitted in November, 2020 for the Fort Washington Cross County Trail Middle Segment and Mobility Hub improvements proposed by GVF TMA to reduce local match.

3. DVRPC Phase VIII Regional Trails Program Grant requesting \$175k submitted in November, 2020 for Final Design of the FWCCT& Road Diet Phase 3 project to reduce local match.

Grant Awards - \$4.142 Million Awarded for Two (2) Projects:

1. \$500,000 Montgomery County Transportation Grant executed January 2020 for Fort Washington Cross County Trail Middle Segment to reduce the local match.
2. \$250,000 DVRPC Phase VII Regional Trails Program Grant executed in January, 2020 for design in the Dreshertown Road Improvements Phase 1 project.
3. \$1.5 Million PA DCED Multimodal Transportation Fund Grant executed in early 2020 for construction in the Dreshertown Road Improvements Phase 1 project.
4. \$1.892 Million CMAQ Grant executed early 2020 for Dreshertown Rd Improvements Phase 1.

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 2019 with no findings or exceptions. A copy of the Concise Financial Statement for 2019 is attached as page four of this report.

UPPER DUBLIN TOWNSHIP MUNICIPAL AUTHORITY
CONCISE FINANCIAL STATEMENT
DECEMBER 31, 2019

CONDENSED STATEMENT OF NET POSITION
DECEMBER 31, 2019

ASSETS

Current Assets	\$ 5,387,305
Net Capital Assets	<u>1,931,429</u>
Total Assets	<u>\$ 7,318,734</u>

LIABILITIES AND NET POSITION

Current Liabilities	\$ 52,422
Long-Term Debt	5,830,000
Net Investments in Fixed Assets	300,311
Unrestricted Net Position	<u>1,136,001</u>
Total Liabilities and Net Position	<u>\$ 7,318,734</u>

STATEMENT OF NET POSITION
FOR THE YEAR ENDED DECEMBER 31, 2019

Balance, January 1, 2019	\$ 364,406
Add: Excess of Revenues Over Expenditures	<u>1,071,906</u>
Balance, December 31, 2019	<u>\$ 1,436,312</u>

CONDENSED STATEMENT OF OPERATIONS
FOR THE YEAR ENDED DECEMBER 31, 2019

Operating Revenues	\$ 554,450
Operating and Administrative Expenses	<u>202,320</u>
Operating Income	<u>352,130</u>
 Non-operating Revenues	
Investment Income	126,663
Interest expense	(165,898)
Grants	<u>759,011</u>
Total Non-operating Revenues	<u>719,776</u>
 Increase in Net Position	1,071,906
Net Position, Beginning of Year	<u>364,406</u>
Net Position, End of Year	<u>\$ 1,436,312</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 4, 2020

Upper Dublin Township Municipal Authority Business Improvement Plan and Report for 2021 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 2020 on the first Friday of every month except no meeting in April due to COVID-19 and then an additional meeting in June. 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 one meeting, Mr. Danaher missing one meeting 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 one meeting.

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 2020, the UDTMA obtained \$4.142 Million in grant funds to finance future projects.

Capital Projects

Construction of the Virginia Drive Cross County Trail - Final Segment project began in September 2019. This is the first 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 2020 operating budget and will approve the 2021 operating budget. The UDTMA is projected to have a year-end operating fund balance totaling \$178,994 at December 31, 2020. 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 2020. 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 2021.

Municipal Authority Priority List and 2021 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 October 30, 2020. 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. To that end it plans in 2021 to wrap up a branding project in conjunction with a committee of property owners and the Fort Washington Business Alliance.

Exhibit A
Municipal Authority Priority List and 2021 Projects



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

10/30/2020

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)	Additional PennDOT (Millions)	Developer Contribution (Millions)	Township 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	3.212	1.218		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*	MPMS 104282 - *Punchlist Not Complete
	DRESHER TRIANGLE CONCEPT DESIGN	\$0.062			0.062	0.000	N/A	N/A	
		\$24.244	\$16.181	\$1.218	\$0.062	\$6.783			

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)	2015-2018 Awarded (Millions)	2019 Grant Awarded (Millions)	Developer Contribution (Millions)	Municipal Auth Obligation (Millions)	Municipal Auth Committed (Millions)	Status / Comments
	Description								
	CROSS COUNTY TRAIL - FINAL SEGMENT	\$1.299	1.299	0.750	0.269		0.280	0.280	PENNDOT TAP PROGRAM - MPMS 107179
	FORT WASHINGTON CROSS COUNTY TRAIL & ROAD DIET - PHASE 1	\$4.002	4.002	3.541			0.462	0.462	DOT MTF, PA DCED, PA DCNR, MONTCO
	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	4.105	4.105			0.3	3.805	3.805	
	DELAWARE DR CROSS COUNTY TRAIL & ROAD DIET - MIDDLE SECTION	\$4.600	4.600	1.600	0.500		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)
	EVALUATE VIRGINIA DRIVE & CAMPHILL ROAD INTERSECTION	\$0.075					0.075		
	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	\$21.432	\$21.357	\$8.179	\$4.142	\$0.700	\$8.412	\$8.337	

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	2019 BUDGET	DESCRIPTION	COMMENTS
		EXECUTIVE DIRECTOR & FINANCE DIRECTOR		
	MUNICIPAL AUTHORITY SOLICITOR SERVICES	0.025	OPERATE SHUTTLE SERVICE TO/FROM SEPTA REGIONAL RAIL STATION	
	MUNICIPAL AUTHORITY ENGINEER SERVICES	0.075	DEVELOP LOGO AND POTENTIAL RE-BRANDING CAMPAIGN	
	MUNICIPAL AUTHORITY ACCOUNTANT SERVICES - AUDIT	0.006	ESTABLISH FLOWERS, TREES, SHRUBS SPECIES LIST	
	OTHER CONSULTANT SERVICES & APPRAISALS	0.053	ESTABLISH DESIGN STANDARDS FOR PRIVATE PROPERTY SIGNAGE	
	ASSUME MAINTENANCE RESPONSIBILITY OF PINE RUN AND RAPP RUN FLOOD RETARDING STRUCTURES	0.040	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	0.225	PERFORM SNOW AND ICE REMOVAL SERVICES ON SIDEWALKS AND TRAILS	