



NOTICE OF REGULAR MEETING

June 24, 2020

SHENANDOAH MUNICIPAL DEVELOPMENT DISTRICT

STATE OF TEXAS  
COUNTY OF MONTGOMERY  
CITY OF SHENANDOAH

AGENDA

NOTICE IS HEREBY GIVEN that a Meeting of the Shenandoah Municipal Development District will be held on Wednesday, June 24, 2020 at 6:00 p.m. for the purpose of considering the following:

1. CALL TO ORDER

2. CALL OF ROLL

3. CITIZENS INQUIRY

*Responses to inquiries are limited by state law to a recitation of existing policy or a statement of specific factual information given in response to the inquiry. Any deliberation or decision by the Board shall be limited to a proposal to place the subject on the agenda of a future meeting.*

4. Discussion of Capital Improvement Plan (CIP).

5. Discussion and possible action to approve the minutes of the April 22, 2020 regular meeting.

6. Discussion and possible action to ratify the accounts payable for May, 2020.

DIRECTORS' INQUIRY

*Pursuant to Texas Government Code Sect. 551.042, the Directors may inquire about a subject not specifically listed on this Agenda. Responses are limited to a recitation of existing policy or a statement of specific factual information given in response to the inquiry. Any deliberation or decision shall be limited to a proposal to place the subject on the agenda of a future meeting.*

EXECUTIVE SESSION

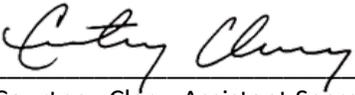
*Public notice is given that the Municipal Development District Board may elect to go into Executive Session at any time during the meeting in order to discuss any matters listed on the Agenda when authorized by the provisions of the Open Meeting Act, Chapter 551 of the Texas Government Code, to receive advice from legal counsel, to discuss matters of land acquisition, personnel matters or other lawful matters that are specifically related to items listed on this Agenda. Prior to any such closed session, the President, in open session, will identify the agenda item to be discussed and the Section or Sections of Chapter 551 under which the closed discussion is authorized.*

ADJOURN

**There is the potential for a quorum of City Council members to be present at this meeting.**

City Hall is wheelchair accessible. A sloped entry is available at the entrance with specially marked parking spaces available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the City Secretary's office at (281) 298-5522 or Fax (281) 367-2225 for further information.

I certify that the attached notice of meeting was posted on the bulletin board at City of Shenandoah Municipal Complex, 29955 IH-45 North, Shenandoah, Texas, on the 19 day of June 2020 at 2:00 o'clock p.m.

  
\_\_\_\_\_  
Courtney Clary, Assistant Secretary





# Shenandoah Municipal Development District AGENDA REPORT

AGENDA DATE:	<u>June 24, 2020</u>	ITEM NUMBER:	<u>4</u>
DEPARTMENT:	<u>Public Works</u>	PREPARED BY:	<u>Joseph Peart</u>
PRICING:	<u>NA</u>	EXHIBITS:	<u>Capital Improvement Plan (CIP)</u>

### SUBJECT/PROCEEDING:

Discussion regarding 5 year Capital Improvement Plan (CIP) with estimated revenues.

### RECOMMENDED ACTION:

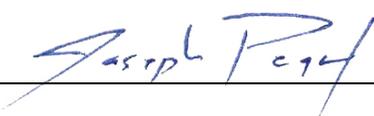
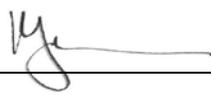
Discussion only.

### BACKGROUND/DISCUSSION:

The CIP is a tool for city council to use during budgeting. The CIP details funding requirements for large capital projects that are separate from the operation and maintenance budget. The CIP is grouped with the following categories: Water, Wastewater, Stormwater, Roadways, Parks and Pool, and City Facilities and Equipment.

The CIP shows MDD funding at maximum contribution, this is subject to change by the board. A brief description of each project is provided in the exhibit.

### APPROVALS:

DEPARTMENT HEAD	<u></u>	DATE:	<u>June 16, 2020</u>
CITY ADMINISTRATOR	<u></u>	DATE:	<u>June 19, 2020</u>

## Capital Improvement Plan 2020-2030

5 Year CIP Projects				City CIP Schedule						MDD CIP Schedule						Legend			
Project	Cost Estimate	Priority (H, M, L)	% MDD Eligible	2020	2021	2022	2023	2024	2025	2020	2021	2022	2023	2024	2025	Planning & Design	Construction	Cost Estimate Change	
<b>Water Plant #2 - 1984 - well #4 - 2010</b>																			
Booster Pump Cover	\$ 30,000	L	70%					\$ 9,000						\$ 21,000		\$ 25,000		\$ 5,000	
Motor Control Center (MCC) Replacement	\$ 482,000	H	70%	\$ 21,690	\$ 122,910					\$ 50,610	\$ 286,790					\$ 550,000		\$ (68,000)	
Chlorine System Replacement and Building Update	\$ 60,000	M	70%						\$ 18,000					\$ 42,000		\$ 60,000		\$ -	
<b>Water Plant #3 - 2001</b>																			
Chlorine System Replacement	\$ 73,000	M	70%					\$ 21,900.00						\$ 51,100		\$ 25,000		\$ 48,000	
Hydropillar Rehabilitation	\$ 684,853	H	0%	\$ 684,853						\$ -						\$ 684,853		\$ -	
<b>Water Distribution System</b>																			
ACP Waterline Replacement - I-45 at Texaco	\$ 336,000	H	70%			\$ 100,800						\$ 235,200				\$ 250,000		\$ 86,000	
ACP Waterline Replacement - Memorial Hermann	\$ 445,000	H	70%			\$ 133,500						\$ 311,500				\$ 500,000		\$ (55,000)	
ACP Waterline Replacement - David Memorial at Vetter	\$ 207,000	H	70%	\$ 62,100						\$ 144,900						\$ 250,000		\$ (43,000)	
ACP Waterline Replacement - I-45 Crossing at Research	\$ 182,000	H	70%					\$ 54,600						\$ 127,400		\$ 50,000		\$ 132,000	
<b>Wastewater Treatment Plant - 1984 (expanded 2004)</b>																			
Replacement Fencing	\$ 44,000	M	70%	\$ 13,200						\$ 30,800						\$ 42,000		\$ 2,000	
WWTP Improvements*	\$ 6,000,000	H	70%	\$ 270,000	\$ 765,000	\$ 765,000				\$ 630,000	\$ 1,785,000	\$ 1,785,000				\$ 6,000,000		\$ -	
WWTP Drainage Improvements	\$ 370,000	M	70%					\$ 16,650	\$ 94,350					\$ 38,850	\$ 220,150	\$ 370,000		\$ -	
WWTP Security Cameras	\$ 22,000	M	70%			\$ 6,600						\$ 15,400				\$ -	added project	\$ 22,000	
<b>NTB Lift Station</b>																			
Pump Replacement	\$ 56,000	M	70%			\$ 16,800						\$ 39,200				\$ 30,000		\$ 26,000	
<b>Pinecroft Lift Station</b>																			
Solids Treatment with Conditioning Pump	\$ 73,000	L	70%					\$ 21,900						\$ 51,100		\$ 100,000		\$ (27,000)	
<b>Wastewater Collection Lines</b>																			
I&I Testing and Repair	\$ 200,000	M	70%			\$ 60,000						\$ 140,000				\$ 200,000		\$ -	
Savannah Dr. Sanitary Rehabilitation	\$ 78,000	M	70%				\$ 3,510	\$ 19,890					\$ 8,190	\$ 46,410		\$ 500,000		\$ (422,000)	
Saddlewood Dr. Sanitary Rehabilitation	\$ 59,000	M	70%					\$ 2,655	\$ 15,045					\$ 6,195	\$ 35,105	\$ 500,000		\$ (441,000)	
<b>Equipment</b>																			
Sewer Inspection Camera System	\$ 13,000	H	70%	\$ 3,900						\$ 9,100						\$ 20,000		\$ (7,000)	
<b>Detention Ponds</b>																			
East Relief Pond	\$ 24,000,000	H	100%				\$ -	\$ -	\$ -				\$ 1,800,000	\$ 1,800,000	\$ 20,400,000	\$ 24,000,000		\$ -	
Sediment Removal	\$ 250,000	M	100%					\$ -	\$ -					\$ 125,000	\$ 125,000	\$ 250,000		\$ -	
<b>Stormwater Collection Lines</b>																			
Wellman Road Bridge - Drainage Expansion	\$ 239,000	L	100%	\$ -						\$ 239,000						\$ 30,000		\$ 209,000	
Cedarwood Reserve	\$ 130,000	L	0%					\$ 130,000						\$ -		\$ 130,000		\$ -	
Holly Hill Reserve	\$ 90,000	H	100%	\$ -						\$ 90,000						\$ 100,000		\$ (10,000)	
Cedarwood to Headwall Improvements	\$ 70,000	L	0%					\$ 70,000						\$ -		\$ 70,000		\$ -	
Stormwater Mapping	\$ 50,000	H	50%	\$ 25,000						\$ 25,000						\$ 50,000		\$ -	
<b>Road Maintenance Projects</b>																			
David Memorial at Tamina Intersection Improvements	\$ 277,000	H	100%				\$ -	\$ -					\$ 41,550	\$ 235,450		\$ 200,000		\$ 77,000	
David Memorial Extension	\$ 1,700,000	H	100%	\$ -	\$ -					\$ 255,000	\$ 1,445,000					\$ 3,000,000		\$ (1,300,000)	
Research Forest Right Turn Lane Extension	\$ 75,000	H	100%	\$ -						\$ 75,000						\$ 75,000		\$ -	already funded
I-45 and Research Forest Dr. Intersection Improvements	\$ 2,500,000	H	100%	\$ -	\$ -	\$ -	\$ -	\$ -				\$ 187,500	\$ 187,500	\$ 2,125,000	\$ 2,500,000		\$ -	approximately \$1M	
Home Depot Driveway Modification	\$ 75,000	H	100%	\$ -						\$ 75,000						\$ 75,000		\$ -	already funded
<b>Road Replacement</b>																			
Shenandoah Park Drive Roadway Replacement	\$ 50,000	H	100%	\$ -						\$ 50,000						\$ 50,000		\$ -	
<b>Pathways</b>																			
David Memorial and Shenandoah Park	\$ 400,000	L	100%			\$ -	\$ -					\$ 60,000	\$ 340,000			\$ 400,000		\$ -	
<b>Park Projects Main Park - updated 2014</b>																			
All Court Resurfacing at Main Park	\$ 25,000	H	100%				\$ -						\$ 25,000			\$ 25,000		\$ -	
Additional Parking at Toddler Park	\$ 57,000	L	100%	\$ -						\$ 57,000						\$ 50,000		\$ 7,000	
Construction of Holly Hill Park	\$ 150,000	M	100%	\$ -						\$ 150,000						\$ 150,000		\$ -	
Main Park Security Cameras	\$ 27,000	H	100%	\$ -						\$ 27,000						\$ 27,000		\$ -	
<b>Pool Facilities - updated 2013</b>																			
Deck Resurface	\$ 45,000	H	100%				\$ -						\$ 45,000			\$ 45,000		\$ -	
<b>City Hall</b>																			
Flooring	\$ 55,000	L	0%	\$ 55,000						\$ -						\$ 55,000		\$ -	
CVB buildout	\$ 50,000	H	0%	\$ -						\$ -						\$ -	CVB Funding	\$ 50,000	
Interior Paint	\$ 15,000	L	0%	\$ 15,000						\$ -						\$ 30,000		\$ (15,000)	
Parking Rehabilitation and Fencing	\$ 943,000	M	0%				\$ 141,450	\$ 801,550					\$ -	\$ -		\$ 680,000		\$ -	
<b>Public Works Building - 2012</b>																			
Office expansion	\$ 25,000	M	0%	\$ 25,000						\$ -						\$ 25,000		\$ -	
Platform and Lift	\$ 47,000	H	0%	\$ 47,000						\$ -						\$ 25,000		\$ 22,000	
Generator Pad and Automatic Transfer Switch	\$ 56,000	L	0%	\$ 56,000						\$ -						\$ 70,000		\$ (14,000)	
<b>Equipment</b>																			
Skid Loader	\$ 46,000	M	0%	\$ 46,000						\$ -						\$ 55,000		\$ (9,000)	
<b>Total</b>	<b>\$ 40,861,853</b>			\$ 684,853	\$ 639,890	\$ 1,205,610	\$ 909,960	\$ 1,148,145	\$ 127,395	\$ -	\$ 1,758,410	\$ 4,655,590	\$ 4,232,240	\$ 4,627,505	\$ 20,822,255			\$ (1,462,000)	
<b>Water and Sewer Portion</b>	<b>\$ 9,414,853</b>			\$ 684,853	\$ 370,890	\$ 1,205,610	\$ 768,510	\$ 146,595	\$ 127,395	\$ -	\$ 865,410	\$ 2,813,090	\$ 1,793,190	\$ 342,055	\$ 297,255				
<b>City &amp; MDD Totals</b>				\$ 684,853	\$ 2,398,300	\$ 5,861,200	\$ 5,142,200	\$ 5,775,650	\$ 20,949,650										
<b>W&amp;S City &amp; MDD</b>				\$ 684,853	\$ 1,236,300	\$ 4,018,700	\$ 2,561,700	\$ 488,650	\$ 424,650										

10 Year CIP				CIP Schedule City & MDD Combined										
Item	Cost Estimate	Priority (H, M, L)	% MDD Eligible	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
<b>Water Plant #3 - 2001</b>														
Transfer Pumps to Elevated Storage Tank	\$ 2,421,000	M	70%							\$ 363,150	\$ 2,057,850			
<b>Wastewater Treatment Plant</b>														
WWTP Expansion to 2 MGD**	\$ 9,000,000	H	70%								\$ 675,000	\$ 675,000	\$ 3,825,000	\$ 3,825,000
<b>Road Replacement</b>														
David Memorial (Tamina to Oak Ridge School)	\$ 2,487,000	H	100%							\$ 186,525	\$ 186,525	\$ 2,113,950		
Shenandoah Park Asphalt Replacement	\$ 1,597,000	M	100%							\$ 144,450	\$ 818,550	\$ 119,775	\$ 119,775	\$ 1,357,450
Ed English Asphalt Replacement	\$ 963,000	M	100%											
<b>Total</b>	<b>\$ 16,468,000</b>			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 694,125	\$ 3,737,925	\$ 2,908,725	\$ 3,944,775	\$ 5,182,450
<b>Water and Sewer Portion</b>	<b>\$ 11,421,000</b>			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 363,150	\$ 2,732,850	\$ 675,000	\$ 3,825,000	\$ 3,825,000

\*Phase 1 only based on 2020 WWTP Master Plan  
 \*\*Phase 2 only based on 2020 WWTP Master Plan



**CAPITAL IMPROVEMENT PLAN**  
**2020-2025**

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**DEPARTMENT OF PUBLIC WORKS**

**JANUARY 2020**

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# Water Capital Projects

## Water Plant #2

### Booster Pump Cover

- Construction of a fixed metal shade structure
- Protects booster pumps from the outdoor elements and reduces maintenance and replacement of pumps

### Motor Control Center (MCC) Replacement

- Original MCC since construction
- MCC components are aging and failing more frequently, replacement is recommended by city engineers
- Out of space to add additional booster pump controls 1000 GPM or greater

### Chlorine System Replacement and Building Update

- Original chlorination system
- Components are aging and requiring regular maintenance, replacement is recommended by staff

## Water Plant #3

### Chlorine System Replacement

- Repair and replacement of worn components

### Hydropillar Rehabilitation

- Repair and replacement of water storage tank protective coating
- Replacement of exterior and interior protective coating
- Repair of overflow drain piping

## Water Distribution System

### ACP Waterline Replacement - I-45 at Texaco

- Replacement of existing ACP along Interstate 45 service road between Shenandoah Dr. and Research Forest Dr.
- Unknown length of pipe, pot hole digging will need to be completed to determine extent

### ACP Waterline Replacement - Memorial Hermann

- Replacement of ACP under the west parking lot at Memorial Hermann hospital

- Unknown length of pipe, pot hole digging will need to be completed to determine extent
- Very disruptive project due to ACP being located under concrete parking spaces

ACP Waterline Replacement - David Memorial at Vetter

- Replacement of existing ACP at the intersection of David Memorial Dr. and David J. Vetter Blvd.
- Unknown length of pipe, pot hole digging will need to be completed to determine extent

ACP Waterline Replacement - I-45 Crossing at Research

- Replacement of existing ACP that crosses under IH-45 at the Research Forest/Tamina intersection
- Coordination and permitting with TxDOT will be required

# Wastewater Capital Projects

## Wastewater Treatment Plant (WWTP)

### Replacement Fencing

- Replacement of wooden 8' fencing surrounding the wastewater treatment facility with cedar pickets and rot board

### WWTP Improvements

- Upgrades recommended by the city engineer as follows:
  - Replace blowers, upgrade electrical system, and expand MCC room
  - Upgrade generator
  - Repair uneven airflow in chlorine contact basin
  - Extend 3-phase power to chemical building
  - Recoat Clarifier No. 1 bearing ring
  - Modify Return Activated Sludge (RAS) transfer from Clarifier No. 2
  - Begin building first half of digester complex
  - Convert existing aerobic digester to aeration
  - Supervisory Control and Data Acquisition (SCADA) improvements
  - Modify dewatering method

### WWTP Drainage Improvements

- Installation of sheet pile walls along the east and southern fence at the WWTP to prevent flooding of WWTP during heavy storm events
- Also includes the installation of a manual floodgate to release accumulated stormwater from the site into the outfall structure

### WWTP Security Cameras

- Installation of security cameras as part of the police department security plan
- Cameras will also allow operators to view treatment processes remotely

## Lift Stations

### Pump Replacement at NTB Lift Station

- Purchase and installation of new pump

### Solids Treatment with Conditioning Pump at Pincroft Lift Station

- The Pincroft Lift Station handles a large amount of rags from the hospital district

- A conditioning pump will homogenize the wastewater and rags coming from the hospital district before the lift pumps active, reducing the size of rags for easy passage

## Wastewater Collection System

### Inflow and Infiltration (I&I) Testing and Repair

- City data shows that our wastewater collection system has evidence of I&I
- Testing of the wastewater collection lines will identify and locate areas of inflow of storm water and infiltration of groundwater
- Often pressurized smoke is used during testing, public notifications are strongly recommended
- Funding for repairs also included in total cost

### Savanah Dr. Sanitary Rehabilitation

- This area experiences a higher rate of clogs and it caused by low spots in the line
- Pipe bursting and spot repair will allow the flowline to be corrected and prevent sewer line clogs and excursions of wastewater onto the ground or into homes
- Approximately 740 linear feet of repairs

### Saddlewood Dr. Sanitary Rehabilitation

- This area experiences a higher rate of clogs and it caused by low spots in the line
- Pipe bursting and spot repair will allow the flowline to be corrected and prevent sewer line clogs and excursions of wastewater onto the ground or into homes
- Approximately 1200 linear feet of repairs

## Equipment

### Sewer Inspection Camera System

- Purchase of camera to replace camera system from 2007

# Stormwater Capital Projects

## Detention Ponds

### East Relief Pond

- A city owned property between David Memorial Dr. and the Pacific Union railroad tracks is acting as a detention pond for the region
- This project would deepen and improve the land into a wet-bottom amenity pond
- A large pump station with ten 20,000 gpm pumps will reduce the 100 year surface elevation and provide capacity during large storm events
- The project also includes funding to provide landscaping and pathways to create an amenity area

### Sediment Removal

- Detention ponds regularly collect sediment over time as organic and inorganic debris is washed downstream
- The project provide sediment removal from all of the city's detention ponds (Vision Park, Oak Haven, and City Hall)

## Stormwater Collection Lines

### Wellman Road Bridge - Drainage Expansion

- Expansion of storm collection lines just east of the bridge on Wellman Rd.
- During heavy storm events this section of road closes due to high waters when the collection lines are overwhelmed

### Cedarwood Reserve

- Installation of new storm collection lines in the 3 acre reserve west of Cedarwood Dr. and south of Blue Ridge Dr.
- This will provide drainage to areas that regularly have standing water after storm events

### Holly Hill Reserve

- Installation of new storm collection lines in the 4.5 acre reserve at the north end of Holly Hill Dr.
- Amenity detention pond will be considered as a possible solution
- This will provide drainage to areas that regularly have standing water after storm events
- This project will consider the end use of the property for a park as discussed by city council and residents during townhall meetings

### Cedarwood to Headwall Improvements

- Replacement and repair of existing storm collection lines that will connect the Cedarwood Reserve to the drainage headwall to the north
- Project can be completed separately from the Cedarwood Reserve project, however if the Cedarwood Reserve project is completed this project will need to be completed as well to handle additional flows and accommodate new flow lines

#### Stormwater Mapping

- No comprehensive map exists for the city's stormwater system
- Project would include GIS mapping of the entire stormwater system, pipe diameters, inverts, manhole locations, etc.

# Road and Pathway Capital Projects

## Road Maintenance Projects

### David Memorial at Tamina Intersection Improvements

- Relocation of utilities on northwest corner of intersection and extension of north most lane to the intersection
- Repair of crosswalk located on the south side of the intersection

### David Memorial Extension to HWY 242

- Extension of David Memorial Dr. to HWY 242 as a four lane boulevard with grassy median
- Project is planned to create a four way intersection with HWY 242 and S. Trade Center Blvd.
- Total project cost is approximately \$9.2M with 1/3 of the project located inside city limits
- Project requires extensive wetlands mitigation as well as ROW acquisition

### Research Forest Right Turn Lane Extension

- Extension of dedicated right turn lane for Research Forest as it approaches I-45
- Noted in a traffic study to improve intersection wait times

### I-45 and Research Forest Dr. Intersection Improvements

- Project to add two additional lanes underneath I-45 at Research Forest/Tamina
- Extensive work with TxDOT will be required for completion
- Relocation of a fiber data point will add significant cost to project

### Home Depot Driveway Modification

- Project to add a driveway from Home Depot's loading dock to Tamina Rd. to reduce traffic delays due to shipping trucks exiting the drive and blocking all lanes during maneuver
- Project also includes the removal of Home Depot's existing driveway off David Memorial Dr. closest to the intersection
- ROW will need to be acquired from multiple parties

## Road Replacement

### Shenandoah Park Drive Roadway Replacement

- Removal of asphalt paving and replacement with concrete to tie in with existing driveway
- The existing tie-in is a common source of pot holes and maintenance issues

## Pathways

### David Memorial and Shenandoah Park

- Project to extend the pathway from the David Memorial roundabout west to IH-45 and south to existing an existing pathway at the Wood Forest Stadium
- This will provide a connection between two divided sections of the city's pathway system

## Park and Pool Capital Projects

### Park Projects

#### All Court Resurfacing at Main Park

- Project to repair and resurface both tennis courts and basketball court

#### Additional Parking at Toddler Park

- Project to add two parking spaces at the Toddler Park

#### Construction of Holly Hill Park

- Construction of a walking trail style park on the City's property at the north end of Holly Hill Dr.
- This project could be completed separately after drainage work is completed in the same area or together with the drainage project

#### Main Park Security Camera

- Installation of security cameras as part of the police department security plan

### Pool Facilities

#### Deck Resurface

- Resurfacing of pool deck area with new texture and grip material to provide anti-slip surface around the pool

# Facilities Capital Projects

## City Hall

### Flooring

- Removal and replacement of worn flooring surfaces throughout city hall

### CVB Buildout

- Project to buildout the space inside city hall to accommodate CVB

### Interior Paint

- Project to repaint walls inside of city hall that are in disrepair

### Parking Rehabilitation and Fencing

- Project to remove all asphalt paving for the parking lot in front of city hall and replacement with concrete
- Repair of storm inlets and replacement of grates
- Demolition of existing parking lot lights and electrical, then installation of new LED parking lot lights
- Installation of fencing and security cameras to secure the police fleet

## Public Works Building

### Office Expansion

- Modification of interior space to create additional offices in the eastern side of the building
- City hall is reaching capacity and the staff members are sharing office space in the public works building

### Platform and Lift

- Installation of a permanent platform and motorized lift for safe access to the storage on the second story
- Load bearing ratings for the second story will need to be checked in conjunction with this project

### Set Generator and Automatic Transfer Switch

- Project to place the backup generator on a concrete pad outside of the public works building
- Installation of new electrical and an auto transfer switch to provide the building with backup power

## Equipment

### Skid Loader

- Purchase of skid loader, bobcat
- This equipment will receive regular use to move heavy materials and for drainage projects that are currently outsourced

MINUTES OF REGULAR MEETING

April 22, 2020

SHENANDOAH MUNICIPAL DEVELOPMENT DISTRICT

The meeting was called to order by President Byron Bevers at 6:00 p.m. Board members present, Director David Hoover and Director Mike Sorich were present by video and Directors Ted Fletcher and Director Ron Raymaker were present at the meeting. City Administrator Kathie Reyer, City Secretary/Assistant Secretary Courtney Clary, City Attorney Bill Ferebee, Communications Manager Debbie Pilcher, Finance Director/Assistant Treasurer Lisa Wasner, Chief of Police Raymond Shaw, and Public Works Director Joseph Peart.

1. CALL TO ORDER

President Bevers called the meeting to order at 6:00 p.m.

2. CALL OF ROLL

President Bevers stated for the record that all members were present either by video call or in person.

3. CITIZENS INQUIRY

*Responses to inquiries are limited by state law to a recitation of existing policy or a statement of specific factual information given in response to the inquiry. Any deliberation or decision by Council shall be limited to a proposal to place the subject on the agenda of a future meeting.*

President Bevers stated for the record that there were no citizens wishing to speak.

4. Discussion regarding Capital Improvement Projects for water/sewer.

Mr. Peart stated that the projects in the plan included more detail as requested at the last meeting.

President Bevers stated that everything looked very reasonable and commended Mr. Peart on his work.

Director Hoover stated that the plan was well put together and requested that in the

future any changes made be added to the bottom of the page.

Director Sorich asked if the money for the hydropillar had been funded. Mr. Peart stated that it had, but that it would not be hitting the summary sheet.

President Bevers asked what the next group of projects were planned for the future. Mr. Peart stated that he had groupings for street, storm drainage, city facilities, and park projects. President Bevers requested a summary for all of them due to lost time with COVID-19.

5. Discussion and possible action to authorize final designs for Research Forest and IH-45 Intersection improvements.

DIRECTOR RAYMAKER MADE A MOTION TO AUTHORIZE THE FINAL DESIGNS FOR THE RESEARCH FOREST AND IH-45 INTERSECTION IMPROVEMENTS, DIRECTOR FLETCHER SECONDED. THE MOTION CARRIED 5/0.

6. Discussion and possible action to approve funding for installation of streetlights on David Memorial.

DIRECTOR RAYMAKER MADE A MOTION TO APPROVE FUNDING FOR INSTALLATION OF STREELIGHTS ON DAVID MEMORIAL, DIRECTOR FLETCHER SECONDED. THE MOTION CARRIED 5/0.

7. Discussion and possible action to establish a reserve balance requirement.

DIRECTOR RAYMAKER MADE A MOTION TO TABLE THE AGENDA ITEM ESTABLISHING A RESERVE BALANCE REQUIREMENT, DIRECTOR SORICH SECONDED. THE MOTION CARRIED 5/0.

8. Discussion and possible action regarding funded projects.

PRESIDENT BEVERS MADE A MOTION TO ADDRESS THESE PROJECTS IN THE COMING MONTHS WITH THE CAPITAL IMPROVEMENTS PLAN, DIRECTOR FLETCHER SECONDED. THE MOTION CARRIED 5/0.

9. Discussion and possible action regarding funding a local ad campaign.

DIRECTOR FLETCHER MADE A MOTION TO APPROVE FUNDING FOR A LOCAL AD CAMPAIGN, DIRECTOR SORICH SECONDED. THE MOTION CARRIED 4/1 WITH DIRECTOR

RAYMAKER AS THE OPPOSING VOTE.

10. Discussion and possible action to approve the minutes of the February 26, 2020 regular meeting.

DIRECTOR SORICH MADE A MOTION TO APPROVE THE MINUTES OF THE FEBRUARY 26, 2020 REGULAR MEETING, DIRECTOR HOOVER SECONDED. THE MOTION CARRIED 5/0.

11. Discussion and possible action to ratify the accounts payable for February and March, 2020.

DIRECTOR RAYMAKER MADE A MOTION TO RATIFY THE ACCOUNTS PAYABLE FOR FEBRUARY AND MARCH, 2020, DIRECTOR SORICH SECONDED. THE MOTION CARRIED 5/0.

DIRECTORS' INQUIRY

Pursuant to Texas Government Code Sect. 551.042, the Directors may inquire about a subject not specifically listed on this Agenda. Responses are limited to a recitation of existing policy or a statement of specific factual information given in response to the inquiry. Any deliberation or decision shall be limited to a proposal to place the subject on the agenda of a future meeting.

Director Sorich inquired about an abundance of large dumpsters at the end of Holly Hill. Mr. Peart stated that the City had a contract to clear out properties which included that area of Holly Hill and that City staff has been hauling off the landscaping debris. He stated that the standing water has always been in that location but was not visible due to all of the debris that was recently cleared.

EXECUTIVE SESSION

**Public notice is given that the Municipal Development District Board may elect to go into Executive Session at any time during the meeting in order to discuss any matters listed on the Agenda when authorized by the provisions of the Open Meeting Act, Chapter 551 of the Texas Government Code, to receive advice from legal counsel, to discuss matters of land acquisition, personnel matters or other lawful matters that are specifically related to items listed on this Agenda. Prior to any such closed session, the President, in open session, will identify the agenda item to be discussed and the Section or Sections of Chapter 551 under which the closed discussion is authorized.**

ADJOURN

There being no further business, President Bevers announced that the meeting was adjourned at 6:46 p.m.

SUBMITTED BY: \_\_\_\_\_ DATE APPROVED: \_\_\_\_\_  
Assistant Secretary, Courtney Clary

\_\_\_\_\_  
Byron Bevers, President

DRAFT



City of Shenandoah

# Expense Approval Report

By Fund

Payment Dates 05/01/2020 - 05/31/2020

Vendor Name	Payment Date	Payment Number	Description (Item)	Amount
<b>Fund: 802 - Municipal Development District Capital Project Fun</b>				
ENTERGY TEXAS	05/05/2020	627	ADDITIONAL ELECTRICAL LIGHTS ALONG DAVID MEMORIAL	22,743.97
STEPTOE & JOHNSON PLLC	05/20/2020	628	APR 2020 DEVELOPMENT CODE AND REDEVELOPMENT PLANNI	1,353.00
<b>Fund 802 - Municipal Development District Capital Project Fun Total:</b>				<b>24,096.97</b>
<b>Grand Total:</b>				<b>24,096.97</b>

**Report Summary****Fund Summary**

<b>Fund</b>	<b>Payment Amount</b>
802 - Municipal Development District Capital Project Fun	<u>24,096.97</u>
<b>Grand Total:</b>	<b>24,096.97</b>

**Account Summary**

<b>Account Number</b>	<b>Account Name</b>	<b>Payment Amount</b>
802-15-62-621000	Consulting/Professional S...	1,353.00
802-15-66-669900	Capital Projects	<u>22,743.97</u>
	<b>Grand Total:</b>	<b>24,096.97</b>

**Project Account Summary**

<b>Project Account Key</b>	<b>Payment Amount</b>
**None**	<u>24,096.97</u>
<b>Grand Total:</b>	<b>24,096.97</b>