



## CITY OF MARSHALL

### COMMISSION AGENDA INFORMATION SHEET:

**MEETING DATE:** August 25, 2016

**PROJECT:** Consider and act on a recommendation to approve a twenty-year Drainage Capital Improvements Plan to be used to determine future funding needs of a Municipal Drainage Utility System in order to address drainage system improvements needed in the City of Marshall. (Public Services Director)

**DESCRIPTION:** During the City Commission meeting on August 11, 2016 we have discussed creation of a Municipal Drainage Utility System. The first step in developing a Drainage Utility System is adopting a Capital Improvements Plan (CIP) with estimated costs over a 5, 10, 15, and 20 year period.

As previously stated, funding is the major issue facing our needed drainage improvements and Chapter 552 of the Local Government Code allows cities to create a Municipal Drainage Utility System and levy a monthly fee on each water bill to fund needed drainage improvements. Cities determine their drainage fee using many different formulas, with size or volume of impermeable area making the most sense. The larger the area that cannot absorb water, the higher the fee. From simple calculation sake, based on \$3.50 fee per water bill (9,000) times 12 months would generate approximately \$378,000 a year in revenue to materially address drainage in Marshall.

Attached is a "Proposed" Twenty Year Drainage CIP, listing major drainage projects needed to provide drainage control and flooding relief throughout the City of Marshall. Grant funding may be available from State and Federal sources to help offset some of the cost of the larger projects. As noted on the attached "Proposed" CIP - funding for projects, personnel, and equipment to maintain of our right-of-ways, associated drainage, drainage ditches and creeks, will run approximately \$435,250.00 per year. Once we adopt a Drainage CIP, our next steps in creating a Municipal Drainage Utility System are:

- 1) Once a long range CIP is adopted, we need to determine an appropriate drainage fee, based on the number of active water meters and a uniform method for determining the fee based system, such as impermeable area – approximately 45 days (September 22<sup>nd</sup>).

- 2) A Public Hearing must be held prior to adoption of an Ordinance creating the Drainage Utility and three notices must have also been publicized before adoption of the Ordinance. (October 27<sup>th</sup> and November 10<sup>th</sup>)
- 3) Begin billing the drainage utility fee in December 2016 and collecting the fee in January 2017.
- 4) One of the first actions to take is to fund a drainage utility Master Plan by issuance of a Request for Qualifications, which will be funded from the drainage utility fee. (RFQ in December 2016, award a contract in January 2017).

Under Chapter 552, the following may be exempted from a drainage utility fee:

- 1) State agencies
- 2) Counties
- 3) Cities
- 4) School districts
- 5) Private businesses with their own privately owned drainage
- 6) Property held in its natural state
- 7) Unimproved subdivided lots
- 8) Religious institutions

**COST: N/A**

|                 |  |  |
|-----------------|--|--|
| <b>FUNDING:</b> | <u>Acct. Name &amp; No</u><br>To Be Determined | <u>Original Budget</u><br>To Be Determined |
|-----------------|--|--|

**RECOMMENDED**

**ACTION:**

Consider approval of a twenty-year Drainage Capital Improvements Plan to be used to determine future funding needs of a Municipal Drainage Utility System in order to address drainage system improvements needed in the City of Marshall. (Public Services Director)

**CITY CONTACT:** J. C. Hughes, Public Services Director 903-503-4503

**ATTACHMENTS:** “Proposed” Twenty Year Capital Improvements Plan

# DRAINAGE FUND - TWENTY YEAR CAPITAL IMPROVEMENTS PLAN - 2037 PLAN

(All project values are in thousands of dollars)

2017 - 2037 TWENTY YEAR DRAINAGE CIP

Version #1 - Aug, 2016 (jch)

| PROJECT FISCAL YEAR  | TOTAL            |               |                 |                 |                 |                 |                 |                 |             |             | FUNDING SOURCES |                 |             |                  | Total |
|--|------------------|---------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-------------|-------------|-----------------|-----------------|-------------|------------------|-------|
|  | 2017             | 2018          | 2019            | 2020            | 2021            | 2022-2026       | 2027-2032       | 2033-2037       | Bonds       | GF          | Grants          | Drain Sys       | Reserves    |                  |       |
| <b>PROPOSED PROJECTS (DRAINAGE SYSTEM FUND)</b>                          |                  |               |                 |                 |                 |                 |                 |                 |             |             |                 |                 |             |                  |       |
| Drainage - Annual Misc. Bridge & Culverts (\$25K/yr.)                    | \$ 500           | \$ 25         | \$ 25           | \$ 25           | \$ 25           | \$ 125          | \$ 125          | \$ 125          |             |             |                 | \$ 500          |             | \$ 500           |       |
| Drainage - Annual Misc. Drainage Projects (\$50K/yr.)                    | \$ 700           | \$ 35         | \$ 35           | \$ 35           | \$ 35           | \$ 175          | \$ 175          | \$ 175          |             |             |                 | \$ 700          |             | \$ 700           |       |
| Drainage - Rehab Culverts - N. Franklin at UPRR Bridge & Drainage        | \$ 125           | \$ 125        |                 |                 |                 |                 |                 |                 |             |             |                 | \$ 125          |             | \$ 125           |       |
| Drainage - Rehab Culverts - N. Grove at UPRR Bridge & Drainage           | \$ 100           | \$ 100        |                 |                 |                 |                 |                 |                 |             |             |                 | \$ 100          |             | \$ 100           |       |
| Drainage - Detention - Cox Creek (Donnai/Karen to Hwy 59.)               | \$ 250           |               |                 |                 |                 | \$ 250          |                 |                 |             |             |                 | \$ 250          |             | \$ 250           |       |
| Drainage - Engineering - Cox Creek (Donnai/Karen to Hwy 59.)             | \$ 50            |               |                 |                 |                 | \$ 50           |                 |                 |             |             |                 | \$ 50           |             | \$ 50            |       |
| Drainage - Detention - Upper Happy Hollow (Milton to Carter)             | \$ 500           |               | \$ 500          |                 |                 |                 |                 |                 |             |             |                 | \$ 500          |             | \$ 500           |       |
| Drainage - Engineering - Upper Happy Hollow (Milton to Carter)           | \$ 50            |               | \$ 50           |                 |                 |                 |                 |                 |             |             |                 | \$ 50           |             | \$ 50            |       |
| Drainage - Detention - Upper Parker Creek (Old T & P Ponds Site)         | \$ 2,500         |               | \$ 750          | \$ 1,750        |                 |                 |                 |                 |             |             |                 | \$ 1,875        |             | \$ 2,500         |       |
| Drainage - Engineering - Upper Parker Creek (Old T & P Ponds Site)       | \$ 75            |               | \$ 75           |                 |                 |                 |                 |                 |             |             |                 | \$ 75           |             | \$ 75            |       |
| Drainage - Parker Creek Lot Purchases (Old T & P Ponds Site)             | \$ 75            |               | \$ 75           |                 |                 |                 |                 |                 |             |             |                 | \$ 75           |             | \$ 75            |       |
| Drainage - Detention - Town Branch (Hwy. 80 downstream to Hwy. 59)       | \$ 700           |               |                 | \$ 700          |                 |                 |                 |                 |             |             |                 | \$ 550          |             | \$ 700           |       |
| Drainage - Engineering - Town Branch (Hwy. 80 downstream to Hwy. 59)     | \$ 50            |               |                 | \$ 50           |                 |                 |                 |                 |             |             |                 | \$ 50           |             | \$ 50            |       |
| Drainage - Detention - Upper Turtle Creek (Sanford to So. Washington)    | \$ 600           |               |                 |                 | \$ 600          |                 |                 |                 |             |             |                 | \$ 600          |             | \$ 600           |       |
| Drainage - Engineering - Upper Turtle Creek (Sanford to So. Washington)  | \$ 80            |               |                 |                 | \$ 60           |                 |                 |                 |             |             |                 | \$ 60           |             | \$ 80            |       |
| Drainage - Parker Cr. - Clean/Widen Creek (Below Old Elysian Fields Rd.) | \$ 500           |               | \$ 100          | \$ 100          | \$ 100          | \$ 100          | \$ 100          |                 |             |             |                 | \$ 45           | \$ 15       | \$ 500           |       |
| Drainage - Alamo Blvd. (Replace culverts under sidewalk at City Hall)    | \$ 80            | \$ 80         |                 |                 |                 |                 |                 |                 |             |             |                 | \$ 65           | \$ 15       | \$ 80            |       |
| Drainage - Buck Sherrard Rd. (Large box culvert and headwall)            | \$ 75            | \$ 75         |                 |                 |                 |                 |                 |                 |             |             |                 | \$ 75           |             | \$ 75            |       |
| Drainage - Carter/Youngsdale Streets Drainage (Consider bldg. removals)  | \$ 200           |               | \$ 200          |                 |                 |                 |                 |                 |             |             |                 | \$ 200          |             | \$ 200           |       |
| Drainage - Country Club (406) Drainage (New/larger culverts and drains)  | \$ 100           | \$ 100        |                 |                 |                 |                 |                 |                 |             |             |                 | \$ 100          |             | \$ 100           |       |
| Drainage - Cox Road Double Box Culvert (Large box culvert and headwa)    | \$ 75            | \$ 75         |                 |                 |                 |                 |                 |                 |             |             |                 | \$ 75           |             | \$ 75            |       |
| Drainage - Grove-South (Old Dorm) Drainage (Consider bldg. removal)      | \$ 200           |               | \$ 200          |                 |                 |                 |                 |                 |             |             |                 | \$ 200          |             | \$ 200           |       |
| Drainage - Houston-West (1200) Drainage (Improvements upstream)          | \$ 80            | \$ 80         |                 |                 |                 |                 |                 |                 |             |             |                 | \$ 80           |             | \$ 80            |       |
| Drainage - Hynson/6th Street Drainage (Culverts - enlarge/replace)       | \$ 50            | \$ 50         |                 |                 |                 |                 |                 |                 |             |             |                 | \$ 50           |             | \$ 50            |       |
| Drainage - Sanford Street (406) Drainage (Repairs and improvements)      | \$ 80            | \$ 60         |                 |                 |                 |                 |                 |                 |             |             |                 | \$ 60           |             | \$ 80            |       |
| Drainage - Warren Drive (1011) Drainage (Add catch basin and drain)      | \$ 15            | \$ 15         |                 |                 |                 |                 |                 |                 |             |             |                 | \$ 15           |             | \$ 15            |       |
| Drainage - Washington-South (600) Drainage (Consider bldg. removal)      | \$ 150           | \$ 150        |                 |                 |                 |                 |                 |                 |             |             |                 | \$ 150          |             | \$ 150           |       |
| Drainage - Wingwood Terrace Drainage (Culverts - enlarge/replace)        | \$ 50            | \$ 50         |                 |                 |                 |                 |                 |                 |             |             |                 | \$ 50           |             | \$ 50            |       |
| Drainage - Yates (400) Bridge Culvert & Drainage (Replace culverts)      | \$ 25            | \$ 25         |                 |                 |                 |                 |                 |                 |             |             |                 | \$ 25           |             | \$ 25            |       |
| <b>Drainage System CIP Sub-Total</b>                                     | <b>\$ 8,035</b>  | <b>\$ 700</b> | <b>\$ 1,545</b> | <b>\$ 2,660</b> | <b>\$ 910</b>   | <b>\$ 820</b>   | <b>\$ 400</b>   | <b>\$ 300</b>   | <b>\$ -</b> | <b>\$ -</b> | <b>\$ 2,535</b> | <b>\$ 5,500</b> | <b>\$ -</b> | <b>\$ 8,035</b>  |       |
| <b>Equipment - Drainage Utility System (Lease Purchase Equipment)</b>    | <b>\$ 1,225</b>  | <b>\$ 50</b>  | <b>\$ 50</b>    | <b>\$ 50</b>    | <b>\$ 50</b>    | <b>\$ 300</b>   | <b>\$ 325</b>   | <b>\$ 350</b>   | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b>     | <b>\$ 1,225</b> | <b>\$ -</b> | <b>\$ 1,225</b>  |       |
| <b>Personnel - Drainage Utility System (Three Full-Time Employees)</b>   | <b>\$ 1,980</b>  | <b>\$ 100</b> | <b>\$ 103</b>   | <b>\$ 106</b>   | <b>\$ 109</b>   | <b>\$ 112</b>   | <b>\$ 625</b>   | <b>\$ 710</b>   | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b>     | <b>\$ 1,980</b> | <b>\$ -</b> | <b>\$ 1,980</b>  |       |
| <b>Drainage Utility System Equip. and Personnel Sub-Total</b>            | <b>\$ 3,205</b>  | <b>\$ 150</b> | <b>\$ 153</b>   | <b>\$ 156</b>   | <b>\$ 159</b>   | <b>\$ 415</b>   | <b>\$ 950</b>   | <b>\$ 1,060</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b>     | <b>\$ 3,205</b> | <b>\$ -</b> | <b>\$ 3,205</b>  |       |
| <b>Drainage Utility System Total</b>                                     | <b>\$ 11,240</b> | <b>\$ 850</b> | <b>\$ 1,698</b> | <b>\$ 2,816</b> | <b>\$ 1,069</b> | <b>\$ 1,115</b> | <b>\$ 1,350</b> | <b>\$ 1,360</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ 2,535</b> | <b>\$ 8,705</b> | <b>\$ -</b> | <b>\$ 11,240</b> |       |

\$9,705,000/20 years = approximately \$435,250 needed per year