



**AGENDA**  
**MONTGOMERY TOWNSHIP**  
**BOARD OF SUPERVISORS**  
**JANUARY 3, 2023**

[www.montgomerytwp.org](http://www.montgomerytwp.org)

Tanya C. Bamford  
Candyce Fluehr Chimera  
Annette M. Long  
Beth A. Staab  
Audrey R. Ware

Carolyn McCreary  
Township Manager

**REORGANIZATION MEETING – 7:00 PM**

1. Call to Order by 2022 Chair
2. Pledge of Allegiance
3. Appointment of Temporary Chair
4. Election of Chair of the Board of Supervisors for 2023
5. Election of Vice-Chair of the Board of Supervisors for 2023
6. **Resolution 2023-01** – Establish Holidays, Meeting Dates, Official Appointments & Treasurer's Bond
7. **Resolution 2023-02** - Acknowledgement of Professional Appointments, Appointments to Boards, Committees & Commissions, Qualify Depositories, and Approve Authorized Drivers
8. Approval of 2023 Fee Schedule
9. Approval of Township Consultant Fees
10. Certify Delegate to Pennsylvania State Association for Township Supervisors
11. Appointment of Board Liaisons to Township Committees

**BUSINESS MEETING**

1. Call Meeting to Order
2. Public Comment (Comments are for non-agenda items)
3. **Consent Agenda:**
  - Minutes of December 12, 2022 Meeting
  - Payment of the January 3, 2023 Bills
  - Escrow Release No. 1 – Caracausa Building Development
  - Escrow Release No. 3 – Westrum – CSW Luxor VII Montgomeryville

**Administration and Finance:**

4. Ratification of Real Estate Tax Appeal Settlement – 1250 Welsh Road
5. Approval of the Disposal of Non-Permanent Township Records
6. Approval of Revised Finance Committee Bylaws

**Other Business:**

7. Adjournment

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS

**BOARD ACTION SUMMARY**

Item # **3**

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<b>SUBJECT:</b>	Appointment of Temporary Chairwoman
<b>MEETING DATE:</b>	January 3, 2023
<b>BOARD LIAISON:</b>	Chairwoman of the Board of Supervisors
<b>INITIATED BY:</b>	

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**BACKGROUND:**

Historically, the prior year's Chairwoman is appointed Temporary Chair.

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS  
**BOARD ACTION SUMMARY**  
Item # 4

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SUBJECT: Election of Chairwoman of the Board of Supervisors  
MEETING DATE: January 3, 2023  
BOARD LIAISON: Chairwoman of the Board of Supervisors  
INITIATED BY:

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**BACKGROUND:**

A member of the Board of Supervisors must nominate another member of the Board to serve as the Chairwoman for 2023. Another Board member would need to second that nomination. The members will then take a vote to elect that member to serve as the Chairwoman for 2023.

**Motion** to elect \_\_\_\_\_ as the Chairwoman of the Board of Supervisors of Montgomery Township for the year 2023.

Motion by: \_\_\_\_\_

Second by: \_\_\_\_\_

Vote: \_\_\_\_\_

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS

BOARD ACTION SUMMARY

Item # 5

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SUBJECT:	Election of Vice-Chairwoman of the Board of Supervisors
MEETING DATE:	January 3, 2023
BOARD LIAISON:	Chairwoman of the Board of Supervisors
INITIATED BY:	

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BACKGROUND:

A member of the Board of Supervisors must nominate another member of the Board to serve as the Vice-Chairwoman for 2023. Another Board member would need to second that nomination. The members will then take a vote to elect that member to serve as the Vice-Chairwoman for 2023.

**Motion** to elect \_\_\_\_\_ as the Vice-Chairwoman of the Board of Supervisors of Montgomery Township for the year 2023.

Motion by: \_\_\_\_\_

Second by: \_\_\_\_\_

Vote: \_\_\_\_\_

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS

**BOARD ACTION SUMMARY**

Item # **6**

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**SUBJECT:** Resolution 2023-01 – Establish Holidays, Meeting Dates, Official Appointments  
& Treasurer’s Bond  
**MEETING DATE:** January 3, 2023  
**BOARD LIAISON:** Chairwoman of the Board of Supervisors  
**INITIATED BY:**

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**BACKGROUND:**

Resolution 2023-01 (attached) will establish the Township Holidays for 2023, Board of Supervisors Meeting Dates for 2023, Township Officials Appointments & Set the Treasurer’s Bond Amount for 2023.

**MOTION/RESOLUTION:**

**Motion** to approve Resolution 2023-01.

- 1) Motion by: \_\_\_\_\_ Second by: \_\_\_\_\_
- 2) Chairwoman will ask for public comment.
- 3) Chairwoman will call for a vote.



## **RESOLUTION 2023-01**

### **A RESOLUTION OF THE BOARD OF SUPERVISORS OF MONTGOMERY TOWNSHIP, MONTGOMERY COUNTY, PENNSYLVANIA**

#### **2023 Holidays**

January 16	Martin Luther King Day
February 20	Presidents' Day
April 7	Easter
May 29	Memorial Day
July 4	Independence Day
September 4	Labor Day
November 7	Election Day
November 23	Thanksgiving
November 24	Friday after Thanksgiving
December 25	Christmas Holiday
December 26	Christmas Holiday
January 1, 2024	New Year's Day

#### **Board of Supervisors Meeting Dates**

The Board of Supervisors will meet on the 2<sup>nd</sup> and 4<sup>th</sup> Mondays of each month at 7:00 p.m. (except where otherwise noted), except for January, when the Board will meet on January 3 and January 23. In September, the Board will meet on Tuesday, September 26, and in December, the Board will meet only on the 11<sup>th</sup>.

#### **Appointment of Officials**

Township Manager / Secretary – Carolyn McCreary  
Chief of Police – J. Scott Bendig  
Director of Finance/Treasurer – Brian Shapiro  
Fire Chief, Fire Marshal & Emergency Mgmt. Coordinator – William Wiegman  
Director of Information & Technology – Richard Grier  
Director of Planning & Zoning and Zoning Officer – Bruce S. Shoupe  
Director of Public Works – Gregory Reiff  
Director of Recreation and Community Center – Floyd Shaffer  
Assistant Secretary / Right-To-Know Officer – Deborah A. Rivas  
Deputy Zoning Officer – Marianne McConnell

### **Treasurer Bond Limit**

The Bond for the Treasurer shall be set at \$2.5 million.

**Be it resolved** that the aforementioned shall be in effect this 3<sup>rd</sup> day of January 2023 until amended or repealed by the Montgomery Township Board of Supervisors.

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Tanya C. Bamford

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Candyce Fluehr Chimera

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Annette M. Long

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Beth A. Staab

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Audrey R. Ware

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Attest: Carolyn McCreary, Township Manager



MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS

**BOARD ACTION SUMMARY**

Item # 7

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**SUBJECT:** Resolution 2023-02 – Acknowledgement of Professional Appointments,  
Appointment to Boards, Committees & Commissions, Qualify Depositories and  
Approve Authorized Drivers

**MEETING DATE:** January 3, 2023

**BOARD LIAISON:** Chairwoman of the Board of Supervisors

**INITIATED BY:**

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**BACKGROUND:**

Resolution 2023-02 (attached) will acknowledge the professional appointments, appointments to Boards, Committees & Commissions, qualify the depositories and approve authorized drivers for Township-owned vehicles for commuting purposes for 2023.

**MOTION/RESOLUTION:**

**Motion** to approve Resolution 2023-02.

- 1) Motion by: \_\_\_\_\_ Second by: \_\_\_\_\_
- 2) Chairwoman will ask for public comment.
- 3) Chairwoman will call for a vote.



## **RESOLUTION 2023-02**

### **A RESOLUTION OF THE BOARD OF SUPERVISORS OF MONTGOMERY TOWNSHIP, MONTGOMERY COUNTY, PENNSYLVANIA**

#### **ACKNOWLEDGEMENT OF PROFESSIONAL APPOINTMENTS, APPOINTMENTS TO TOWNSHIP BOARDS, COMMISSIONS AND COMMITTEES, QUALIFY DEPOSITORIES & AUTHORIZE DRIVERS**

##### **TOWNSHIP PROFESSIONAL APPOINTMENTS:**

Solicitor	Sean Kilkenny, Esquire, Kilkenny Law
Engineer	Erik Garton, P.E., Gilmore & Associates, Inc.
Traffic Engineer	Damon Drummond, P.E., Gilmore & Associates, Inc.
Streetlight Engineer	Damon Drummond, P.E., Gilmore & Associates, Inc.
Landscape Architect	Judith Stern Goldstein, ASLA, RLA, Gilmore & Associates, Inc.
Planning Consultant	Judith Stern Goldstein, ASLA, RLA, Gilmore & Associates, Inc.
Labor Counsel	Ryan Cassidy, Esquire, Eckert, Seamans, et. al.
Building Inspector	Keystone Municipal Services

##### **AUTUMN FESTIVAL COMMITTEE:** (1 Year Term)

John (J.P.) Northrup	(Term Expires 01/01/2024)
David Wood	(Term Expires 01/01/2024)
Kimberly Gallo	(Term Expires 01/01/2024)
Lisa Martin	(Term Expires 01/01/2024)
Vacant	(Term Expires 01/01/2024)
Vacant	(Term Expires 01/01/2024)
Vacant	(Term Expires 01/01/2024)

##### **BUILDING CODE OF APPEALS:** (4 Year Term)

David Fetzer	(Term Expires 01/01/2025)
Steve Kane	(Term Expires 01/01/2024)
Steve Krumenacker	(Term Expires 01/01/2024)
Christopher Stigler	(Term Expires 01/01/2027)
Vacant (Alternate)	(Term Expires 01/01/2024)

##### **BUSINESS DEVELOPMENT PARTNERSHIP:** (1 Year Term)

Jacqui Baxter-Rollins	(Term Expires 01/01/2024)
Jim Brusilovsky	(Term Expires 01/01/2024)
Ryan Frazier	(Term Expires 01/01/2024)
Mary Griffith Alfarano	(Term Expires 01/01/2024)

Business Development Partnership continued...

Jay Haenn	(Term Expires 01/01/2024)
Lisa Martin	(Term Expires 01/01/2024)
Montgomery Mall Rep	(Term Expires 01/01/2024)
Allan Nappen	(Term Expires 01/01/2024)
John (J.P.) Northrup	(Term Expires 01/01/2024)
Joy Zwicker	(Term Expires 01/01/2024)
Vacant	(Term Expires 01/01/2024)

**COMMUNITY & RECREATION CENTER ADVISORY COMMITTEE:** (1 Year Term)

Thomas Alesi	(Term Expires 01/01/2024)
Michele Evans	(Term Expires 01/01/2024)
Otto A. Gaylord	(Term Expires 01/01/2024)
Marcy Lynch	(Term Expires 01/01/2024)
Leon McGuire	(Term Expires 01/01/2024)
Anthony Ruggieri	(Term Expires 01/01/2024)

**ENVIRONMENTAL ADVISORY COMMITTEE:** (3 Year Term)

Donald Hamp	(Term Expires 01/01/2024)
Scott Hemmons	(Term Expires 01/01/2024)
Jonathan Katz	(Term Expires 01/01/2025)
Catherine Mazzie	(Term Expires 01/01/2025)
Maureen Mirabella	(Term Expires 01/01/2025)
Ryan Rex	(Term Expires 01/01/2026)
Vacant	(Term Expires 01/01/2026)

**FINANCE COMMITTEE:** (1 Year Term)

Andrew Hatstat	(Term Expires 01/01/2024)
Mark Klemmer	(Term Expires 01/01/2024)
Allan Nappen (Business Liaison)	(Term Expires 01/01/2024)
Jeffrey L. Thomson	(Term Expires 01/01/2024)
Barbara Vinciguerra	(Term Expires 01/01/2024)
Vacant	(Term Expires 01/01/2024)

**HUMAN RELATIONS COMMISSION:** (3 Year Term)

Brinder Gill	(Term Expires 01/01/2024)
Amy Hanson	(Term Expires 01/01/2024)
Nisha Joy	(Term Expires 01/01/2026)
Leesa Meade	(Term Expires 01/01/2026)
Kunbi Rudnick	(Term Expires 01/01/2025)
Jaszianne Tolbert	(Term Expires 01/01/2025)

**INDUSTRIAL DEVELOPMENT AUTHORITY: (5 Year Term)**

Dan Baker	(Term Expires 01/01/2025)
John Crowe, Jr.	(Term Expires 01/01/2026)
Christopher Kelm	(Term Expires 01/01/2027)
Vacant	(Term Expires 01/01/2024)
Vacant	(Term Expires 01/01/2028)

**OPEN SPACE COMMITTEE: (1 Year Term)**

Jay Glickman	(Term Expires 01/01/2024)
Mary Beth Meehan	(Term Expires 01/01/2024)
Vacant	(Term Expires 01/01/2024)
Vacant	(Term Expires 01/01/2024)
Vacant	(Term Expires 01/01/2024)

**PARK & RECREATION BOARD: (5 Year Term)**

Jeremy Dombroski	(Term Expires 01/01/2026)
Moiria Giordano	(Term Expires 01/01/2024)
Angelo Grasso	(Term Expires 01/01/2026)
Kim Greene	(Term Expires 01/01/2027)
John "Jesse" Jastrzembski	(Term Expires 01/01/2025)
Mary Beth Meehan	(Term Expires 01/01/2027)
Heather Pelletier	(Term Expires 01/01/2027)
Lynne Reamer	(Term Expires 01/01/2027)
Vacant	(Term Expires 01/01/2028)

**PENSION COMMITTEE: (1 Year Term)**

Thomas Kowalski	(Term Expires 01/01/2024)
David Beaver	(Term Expires 01/01/2024)
Vacant	(Term Expires 01/01/2024)
Vacant	(Term Expires 01/01/2024)
Vacant	(Term Expires 01/01/2024)

**PLANNING COMMISSION: (4 Year Term)**

Frank Davey	(Term Expires 01/01/2027)
David Fetzer	(Term Expires 01/01/2024)
Jay Glickman	(Term Expires 01/01/2027)
Steve Krumenacker	(Term Expires 01/01/2025)
Leon McGuire	(Term Expires 01/01/2024)
Rutuke Patel	(Term Expires 01/01/2026)
James Rall	(Term Expires 01/01/2026)
Thomas Borghetti (Alternate)	(Term Expires 01/01/2025)
Vacant (Alternate)	(Term Expires 01/01/2025)
Vacant (Alternate)	(Term Expires 01/01/2025)

**PUBLIC SAFETY COMMITTEE:** (1 Year Term)

Dan Gormley	(Term Expires 01/01/2024)
Tonya Lupinacci	(Term Expires 01/01/2024)
John Nolan	(Term Expires 01/01/2024)
John O'Connor	(Term Expires 01/01/2024)
Daniel Shallow, Jr.	(Term Expires 01/01/2024)
Matt Shinton	(Term Expires 01/01/2024)

**READY FOR 100 AD HOC ADVISORY COMMITTEE:**

Al Gryga	(Term Expires 01/01/2024)
Anushk Gupta	(Term Expires 01/01/2024)
Kevin Kowalick	(Term Expires 01/01/2024)
Jon Love	(Term Expires 01/01/2024)
Paul Mau	(Term Expires 01/01/2024)
Vacant	(Term Expires 01/01/2024)
Vacant	(Term Expires 01/01/2024)

**SENIOR COMMITTEE:** (1 Year Term)

John "Jesse" Jastrzembski	(Term Expires 01/01/2024)
Joyce Malageri	(Term Expires 01/01/2024)
David "Bud" Reick, Jr.	(Term Expires 01/01/2024)
Donald Riley, Jr.	(Term Expires 01/01/2024)
Charles Vesay	(Term Expires 01/01/2024)
Joy Zwicker	(Term Expires 01/01/2024)
Vacant	(Term Expires 01/01/2024)

**SEWER AUTHORITY BOARD:** (5 Year Term)

Dan Baker	(Term Expires 01/01/2027)
David Barrett	(Term Expires 01/01/2028)
Gary Christensen	(Term Expires 01/01/2024)
Manish Ingle	(Term Expires 01/01/2025)
Christopher Kelm	(Term Expires 01/01/2026)

**SHADE TREE COMMISSION:** (5 Year Term)

Michele Evans	(Term Expires 01/01/2025)
Jay Glickman	(Term Expires 01/01/2025)
Brad Walters	(Term Expires 01/01/2024)
Vacant	(Term Expires 01/01/2027)
Vacant	(Term Expires 01/01/2026)

**ZONING HEARING BOARD:** (3 Year Term)

Michael Lyon	(Term Expires 01/01/2026)
Deb Grasso	(Term Expires 01/01/2025)
L. Vincent Roth III	(Term Expires 01/01/2024)

Zoning Hearing Board continued...

John Frazzette (Alternate)  
Tonya Lupinacci (Alternate)

(Term Expires 01/01/2026)  
(Term Expires 01/01/2026)

**VACANCY BOARD CHAIRMAN:** (1 Year Term)

David Keightly

(Term Expires 01/01/2024)

**TOWNSHIP DEPOSITORIES:**

Univest Bank and Trust Co. – Government Banking Accounts & Capital Projects Account  
TD Bank – Government Banking Accounts  
U.S. Bank – Custodian of Investments for Montgomery Township Police Pension Fund

**AUTHORIZED DRIVERS:**

Personnel authorized to drive Township-owned vehicles for commuting purposes:  
Carolyn McCreary, J. Scott Bendig, Gerard Dougherty, William Peoples, Gregory Reiff,  
William Wiegman, John Scheiter, Bruce Shoupe.

**MILEAGE REIMBURSEMENT:** – Per current IRS guidelines.

**Be it resolved** that the aforementioned shall be in effect this 3<sup>rd</sup> day of January 2023 until amended or repealed by the Montgomery Township Board of Supervisors.

\_\_\_\_\_  
Tanya C. Bamford

\_\_\_\_\_  
Candyce Fluehr Chimera

\_\_\_\_\_  
Annette M. Long

\_\_\_\_\_  
Beth A. Staab

\_\_\_\_\_  
Audrey R. Ware

\_\_\_\_\_  
Attest: Carolyn McCreary, Township Manager

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS

**BOARD ACTION SUMMARY**

Item # 8

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SUBJECT:	Approval of the 2023 Fee Schedule
MEETING DATE:	January 3, 2023
BOARD LIAISON:	Chairwoman of the Board of Supervisors
INITIATED BY:	

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**BACKGROUND:**

Attached please find the updated fee schedule for 2023.

**MOTION/RESOLUTION:**

**Motion** to adopt the 2023 Fee Schedule effective January 3, 2023.

- 1) Motion by: \_\_\_\_\_ Second by: \_\_\_\_\_
- 2) Chairwoman will ask for public comment.
- 3) Chairwoman will call for a vote.

## 2023 Fee Schedule Changes

### Planning & Zoning

#### Swimming Pools

Curb escrow REMOVE (sidewalk repair)

Current

\$1,200

Proposed

\$2,000

#### Additional Permit Fees

##### **List HVAC and Sprinkler Separately**

HVAC – Residential - \$15 per \$1,000 –

HVAC – Non-Residential - \$20 per \$1,000

\$150 minimum

\$150 minimum

#### Miscellaneous Permits, Applications and Fees

Remove Sidewalk from Curb & Sidewalk Escrow

Escrow

\$1,200

\$2,000

#### Township Property Access Agreement

\$1,200

\$2,000

#### Miscellaneous

Remove Zoning Hearing Transcripts Stenographer Cost

### Fire Services

The inspection and special duty rates slightly increased to reflect the 2.5% annual CBA increase.

Sq Footage	Current Rates	*Proposed 1st Insp	Increase Amount
0-2,9000	75.00	\$ 80.00	5.00
3,000-4,999	125.00	\$ 130.00	5.00
5,000-9,999	175.00	\$ 180.00	5.00
10,000-29,999	210.00	\$ 220.00	10.00
30,000-49,999	250.00	\$ 260.00	10.00
50,000-99,999	400.00	\$ 410.00	10.00
10,000 +	550.00	\$ 570.00	20.00
<b>Re-Inspection Fee</b>			
2nd Re-inspection	50.00	\$ 55.00	5.00
3rd Re-inspection	50.00	\$ 55.00	5.00
4th Re-inspection	50.00	\$ 55.00	5.00
<b>Reimbursement Rates</b>			
Fire Captain, Special Duty rate	84.50	\$ 87.00	2.50
Firefighter, Special Duty Rate	72.50	\$ 74.50	2.00
PT Firefighter, Special Duty Rate	37.50	\$ 38.50	1.00



### **Police Fees**

	<b>Current</b>	<b>Proposed</b>
Officer Special Duty	\$117/hr	\$125/hr
Towing, Class 1 thru 4	\$150	\$160
Towing, Class 5 thru 8	\$200	\$210
Towing, Class 9 and above	\$475	\$500
Towing outside Montgomery Township	\$3/per mile	\$4/per mile

### **Miscellaneous Fees – Page 18**

Per Lucy, the tax language needs to change for legal reasons:

#### **Current:**

▪ Business Privilege Tax	1.50 mills/dollar
▪ Mercantile Wholesale Tax	1.50 mills/dollar
▪ Wholesale Tax	0.2 mills/dollar

#### **Proposed Change:**

- **Business Privilege Tax** - at the rate of 1 1/2 (1.50) mills on each dollar of the gross volume of business transacted by them during the license year; provided, however, that in no event shall the annual business privilege tax herein imposed be less than \$10 for each of the places of business.
- **Mercantile Retail Tax** - at the rate of 1 1/2 (1.50) of a mill on each dollar of the gross volume of business transacted by them during the license year.
- **Mercantile Wholesale Tax** - at the rate of 1/5 (0.2) of a mill on each dollar of the gross volume of business transacted by them during the license year.

### **Township Billable Labor Hours for Service on Roads, Streets & Facilities**

	<b>Current</b>	<b>Proposed</b>
Forman	\$70/hr	\$75/hr
Traffic Signal Technician	\$70/hr	\$75/hr
Crew Tech Equipment Operator	\$70/hr	\$75/hr
General Laborer	\$43/hr	\$47.5/hr

#### **Added:**

- Court Reporting Fees - At Township cost

# Montgomery Township

1001 Stump Road, Montgomeryville, PA 18936

[www.montgomerytwp.org](http://www.montgomerytwp.org)

215-393-6900

## 2023 Fee Schedule



**Administration: 215-393-6900**

**Community & Recreation Center: 267-649-7200**

**Fire Services: 215-393-6936**

**Planning & Zoning: 215-393-6920**

**Police: 215-362-2301**

**Public Works: 215-855-0510**

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### **APPENDIX**

- A. Building Valuation Dates
- B. Act 247 Review Guidelines
- C. FEMA Schedule of Equipment Rates

# MONTGOMERY TOWNSHIP 2023 FEE SCHEDULE

## PLANNING & ZONING

**CONSTRUCTION WORK / BUILDING PERMITS - A Building Permit application is required (per Chapters 69 and 80 of the Code of Montgomery Township). In the event a permit is withdrawn, a plan review and administrative fee shall be assessed at 10% of the total permit fee, with a minimum of \$50.00. Overdrawn fee is \$25.**

### RESIDENTIAL CONSTRUCTION

#### **One & Two Family - New Construction**

Building Valuation Dates (BVD) dated August 2021 (**Appendix A**)  
Building Square Footage x BVD cost per SF x permit fee multiplier  
Permit Fee Multiplier = .0085

\$ based on sq ft

- PA Construction Code Act 13 of 2004 Education & Training Program fee \$4.50
- Scanning fee - Minimum fee of \$10 + \$1/page of plan set if not providing pdf format on CD or flash drive, identifying each page of the plan set \$25 min.

#### **Manufactured / Mobile Homes**

- New placement/installation \$400
- PA Construction Code Act 13 of 2004 Education & Training Program fee \$4.50

#### **Additions, Alterations, Detached Garages**

- Up to \$7,000 estimated cost \$150
- Each additional \$1,000 estimated cost \$10
- Existing kitchen/bathroom remodel - direct replacement only **plus** electric and plumbing fees \$150
- PA Construction Code Act 13 of 2004 Education & Training Program fee \$4.50

#### **Decks & Patios**

- Uncovered or unenclosed \$75 + .25/SF
- Covered or roofed but not enclosed \$100 + .50/SF
- PA Construction Code Act 13 of 2004 Education & Training Program fee \$4.50

#### **Swimming Pools**

**Permits required (per ordinance #91- unless otherwise noted) A grading plan sealed by a design professional required for all in-ground pool permits – a stormwater management plan may be required.**

- Above and In-ground Pools - Up to \$7,000 estimated cost \$150
  - Each additional \$1,000 estimated cost \$10
  - Curb Escrow, to guarantee curb repair \$2,000
  - Electric & HVAC fees (see additional fees below)
- Temporary/Seasonal Above-Ground Pools \$75
- Hot Tubs / Swim Spas \$75

# MONTGOMERY TOWNSHIP 2023 FEE SCHEDULE

## PLANNING & ZONING

### RESIDENTIAL CONSTRUCTION (CONTINUED)

#### Roofing

- First \$1,000 or a fraction thereof \$35
- Each additional \$1,000 or a fraction thereof \$10
- PA Construction Code Act 13 of 2004 Education & Training Program fee \$4.50

#### Demolition

- In-Ground Swimming Pool \$75
- Residential building (*Copies of all disconnected utilities and PA DEP notification required*) \$150
- PA Construction Code Act 13 of 2004 Education & Training Program fee \$4.50

#### Small Project Stormwater Management Fee

(effective January 4, 2016) – Residential Projects Only

- Fee In-Lieu of providing Stormwater Detention and Storage Facilities \$1.50/SF  
(When adding more than 1,000 SF cumulative impervious surface and less than 5,000 SF)

### NON-RESIDENTIAL CONSTRUCTION

#### New Non-Residential Construction

Building Valuation Dates (BVD) dated August 2021 (*Appendix A*)

\$ based on sq ft

Building square footage x BVD cost per SF x permit fee multiplier

Permit Fee Multiplier = .0085

- PA Construction Code Act 13 of 2004 Education & Training Program fee \$4.50
- Scanning fee - \$10 + \$1/page of plan set if not providing in pdf format \$25 min.

#### Alterations / Additions

- First \$10,000 of cost or fraction thereof \$300
- Each additional \$1,000 of cost \$20
- PA Construction Code Act 13 of 2004 Education & Training Program fee \$4.50
- Scanning fee - \$10 + \$1/page of plan set if not providing in pdf format \$25 min.

#### Interior Demolition

- Total area affected \$150+.25/SF
- PA Construction Code Act 13 of 2004 Education & Training Program fee \$4.50

#### Demolition (Removal of Building)

*Copies of all disconnected utilities and PA DEP notifications required*

- First 10,000 SF \$150 + \$.25 SF
- PA Construction Code Act 13 of 2004 Education & Training Program fee \$4.50

# MONTGOMERY TOWNSHIP 2023 FEE SCHEDULE

## PLANNING & ZONING

### NON-RESIDENTIAL CONSTRUCTION (CONTINUED)

#### **Roofing - must follow the 2018 Energy Code**

- Total roof area of work being done \$200+.05/SF
- PA Construction Code Act 13 of 2004 Education & Training Program fee \$4.50

#### **Stormwater Management Site Plan Review - Non-Residential**

- Application fee \$1,500
- Escrow \$2,000

### ADDITIONAL PERMIT FEES - Residential and Non-Residential Projects

#### **Zoning Review Fees**

- New Construction \$125
- Additions, alterations, and accessory structures, including detached garages and barns \$75  
gazebos, pergolas, swimming pools, shed, walkway, driveway expansion, and generator

#### **Plumbing**

- Base fee (up to and including 3 new or replacement fixtures) \$75
- For each additional fixture \$20
- Water lateral connection \$85
- Sewer lateral connection \$45
- Manufactured / Mobile Home Connection \$50
- PA Construction Code Act 13 of 2004 Education & Training Program fee \$4.50

#### **Electrical**

- \$15 per \$1,000 of estimated cost \$45 min
- PA Construction Code Act 13 of 2004 Education & Training Program fee \$4.50

#### **Alarms & Special Hazard Systems**

- \$15 per \$1,000 in estimated cost \$150 min

#### **HVAC**

- Residential - \$15 per \$1,000 of estimated cost \$150 min
- Non-Residential - \$20 per \$1,000 of estimated cost \$150 min

#### **Sprinkler / Fire Suppression System (Closed-loop and Open-loop Geothermal well installations require an MCHD permit)**

- First \$2,000 of estimated cost \$100
- Each additional \$1,000 of cost \$30
- Fireplace - Gas Insert \$75
- New Fireplace - Wood Burning Stove - Outdoor Fireplace \$150
- PA Construction Code Act 13 of 2004 Education & Training Program fee \$4.50



# MONTGOMERY TOWNSHIP 2023 FEE SCHEDULE

## PLANNING & ZONING

### **ADDITIONAL PERMIT FEES - Residential and Non-Residential Projects (CONTINUED)**

#### **Wells (requires MCHD permit)**

- |  |        |
|--|--------|
| ▪ Base fee   | \$50   |
| ▪ PA Construction Code Act 13 of 2004 Education & Training Program fee | \$4.50 |

#### **Lawn irrigation Systems (May not be installed within the Public Right-of-Way)**

- |  |        |
|--|--------|
| ▪ Base fee   | \$75   |
| ▪ PA Construction Code Act 13 of 2004 Education & Training Program fee | \$4.50 |

#### **Use & Occupancy**

***(Use & Occupancy Permit application required per Chapter 230-161)***

- |   |       |
|---|-------|
| ▪ Residential (new construction only, IRC)                | \$150 |
| ▪ Manufactured/Mobile home                                | \$100 |
| ▪ Non-Residential (new, re-occupancy, change of use, IBC) | \$300 |
| ▪ Change of Business Name and/or Ownership only           | \$100 |
| ▪ Each additional tenant/occupant within a shared space   | \$50  |
| ▪ Temporary Construction/Office trailer                   | \$100 |

#### **Blasting - Tracking Permit**

- |  |        |
|--|--------|
| ▪ Base fee   | \$50   |
| ▪ PA Construction Code Act 13 of 2004 Education & Training Program fee | \$4.50 |

#### **Grading**

***Grading Permit application required (per subdivision Chapter 205 of the Code of Montgomery Township - unless otherwise noted).***

- |            |         |
|------------|---------|
| ▪ Base fee | \$1,200 |
|------------|---------|

#### **Fences**

- |   |       |
|---|-------|
| ▪ Not Crossing an Easement  | \$75  |
| ▪ Crossing Easement - Fence Easement Agreement (Recorded with the County) | \$250 |

#### **Signs**

***Sign Permit application required (per Chapter 230, Article XVII of Code of Montgomery Township)***

- |  |            |
|--|------------|
| ▪ Wall sign  | \$175      |
| ▪ Pole sign/monument/free standing signs                     | \$225      |
| ▪ Change of face for wall and freestanding signs             | \$75       |
| ▪ Per directional signs per code                             | \$75       |
| ▪ Billboard Signs- new/replacement also need Building Permit | \$500/face |

# MONTGOMERY TOWNSHIP 2023 FEE SCHEDULE

## PLANNING & ZONING

### MISCELLANEOUS PERMITS, APPLICATIONS, AND FEES

#### Temporary Signs / Banners

*7-day increments are allowed 14 times per calendar year with one (1) on-lot sign per street frontage.*

▪ Up to 32 square feet	\$20/week
▪ Up to 48 square feet	\$25/week
▪ Up to 60 square feet	\$30/week
▪ Up to 90 square feet	\$40/week
▪ Up to 120 square feet	\$50/week

*\*Each Additional 7 Days- 50% fee reduction at initial issuance*

**Temporary Retail Sales Permit\* - required (per ordinance #83) \*License fee may be doubled if business commences before a license is issued.**

#### Temporary Show

\$10 / merchant

*Where itinerant (temporary) merchants form part of a show which is organized and booked by one or more promoters, the promoter or promoters thereof shall be responsible for the payment of a license fee covering all such itinerant merchants. This fee is for the specific show for which booked and shall run for a period not to exceed seven (7) days.*

#### Temporary Retail Business

▪ Up to 7 days	\$50
▪ 8 - 30 days	\$150
▪ 31 - 60 days	\$300
▪ 61 - 120 days	\$450

#### Special Events Permit

\$50 / \$100 w/tent  
(must follow 2018 IBC)

#### Mobile Food Vendor Permit

▪ Non-Residential Site	\$100 (max 30 days)
▪ Residential Site	\$25 (per event)

#### Major Home Occupation Permit (by Special Exception)

\$75

#### Minor / No Impact Home Occupation Permit

\$75

#### Contractor Registration

▪ New Residential Construction and All Commercial Projects and Contractors without a valid PA HIC#	\$50 / year
--	-------------

#### Curb Escrow

*Required (per subdivision ordinance Chapter 205). Required in addition to any construction-related permit involving the movement of heavy vehicles (i.e., backhoes, bobcats, concrete trucks, etc.) to guarantee that the curb will be repaired if damaged. Only required when access to the construction activity will cross existing curbs (refundable upon completion of project)*

▪ Escrow	\$2,000
----------	---------



# MONTGOMERY TOWNSHIP 2023 FEE SCHEDULE

## PLANNING & ZONING

### MISCELLANEOUS PERMITS, APPLICATIONS, AND FEES (CONTINUED)

#### Collection Bins

Application required (per ordinance #94-33)

- Annual fee \$50 per bin

#### Township Property Access Agreement

- Application Fee \$100
- Minimum escrow \$2,000

#### Highway / Road Occupancy Permit

*Required per Second Class Township Code, Article XI, Section 1156 - Road opening, boring, and excavation in any Township highway, roadway, right-of-way, public easement, sidewalk, curb, footpath, or bike path having an improved or unimproved surface.*

- Application Fee \$50
- Per 100 Linear Feet or fraction thereof \$100
- Other work performed within the Right-of-Way other than above shall be in accordance with the fee schedule established by the Pennsylvania State Association of Township Supervisors and made part of this schedule.
- An escrow for street openings may be required in the minimum amount of \$500 to be held for two years after the final restoration.
- Work performed within Montgomery Township's Rights-of-Ways shall be in accordance with Chapter 203, Publication 408 and Chapter 459 of title 67 of the Pennsylvania Code, entitled "Occupancy of Highways by Utilities," as amended. Applications for permits shall pay the Township at the time of application the fee set forth above. If a permittee will be performing a substantial amount of work within the right-of-way, the Township may, at its discretion, require the applicant to execute an agreement or provide security, or both, as a prerequisite to the issuance of the permit. If security is required, it shall be delivered to the Township in a form and amount acceptable to the Township and shall guarantee construction inspections, restoration, and maintenance of the highway for a period of at least five years after acknowledged completion of the permitted work. At least 15 days prior to opening more than 50 linear feet of any area within the right-of-way, the permittee shall deliver photo/video documentation to the Township office verifying the preconstruction condition of the area within the rights-of-way and any area to be disturbed on private property. Prior to entering property outside the right-of-way, the applicant shall obtain written permission from the owner and forward to the Township a copy of such permission form.

#### Building and Zoning Certification - Application for Zoning and Building Certification required

- Zoning Certification \$100/ Item Requested

#### Building Code Appeals Board - Appeals of any order or decision of a Building Code Official or Building Inspector.

- Application fee \$1,500
- Escrow (unless waived by the Board of Supervisors) \$1,500
- Continuance request \$400

# MONTGOMERY TOWNSHIP 2023 FEE SCHEDULE

## PLANNING & ZONING

### MISCELLANEOUS PERMITS, APPLICATIONS, AND FEES (CONTINUED)

#### Penalties

- |  |                     |
|--|---------------------|
| ▪ Permits obtained as a result of a stop-work order being issued and/or construction, installation, etc. that has been started or completed without a permit   | Normal fee X2       |
| ▪ The exact cost incurred by Township plus administrative fees for special test and/or agencies required to determine compliance of concealed construction and/or work completed prior to obtaining a permit. They may also be required to produce own approved proof of compliance (i.e., compaction test). | Special Inspections |
| ▪ Outside Plan Review/Site Visit   | Consultant fee      |
| ▪ Per visit in excess of two on the same matter (i.e. framing inspection) fees must be paid before further inspections take place.   | \$85                |

*The Township retains the right to recover any costs incurred for the use of outside consultants for the purposes of additional reviews or testing.*

### BOARD OF SUPERVISORS HEARING APPLICATIONS

#### Curative Amendment

- |   |          |
|---|----------|
| ▪ Base fee  | \$5,000  |
| ▪ Escrow  | \$10,000 |
| ▪ Each applicant requested postponement or continuance. | \$500    |

#### Conditional Use

- |  |         |
|--|---------|
| ▪ Residential hearing for land uses specifically authorized as Conditional use under the zoning ordinance.     | \$1,000 |
| ▪ Escrow   | \$1,000 |
| ▪ Non-residential hearing for land uses specifically authorized as conditional use under the zoning ordinance. | \$1,500 |
| ▪ Escrow   | \$2,500 |

#### Zoning Map / Text Amendment

- |  |         |
|--|---------|
| ▪ Base fee   | \$2,000 |
| ▪ Escrow   | \$5,000 |
| ▪ All fees and deposits shall be paid when the application is filed, payable to Montgomery Township.   |         |
| ▪ Escrow deposits will be returned to the applicant, without interest, after the proceedings are complete and after all appropriate charges have been made to the escrow account. If the costs of the proceedings are more than the escrow deposit, the applicant will be responsible for the difference, payable monthly as billed, by paying additional funds into the escrow account. Appropriate costs and charges include but are not limited to: |         |
| ▪ Notes of testimony (official file copy), transcription costs,  |         |
| ▪ 50 percent of Stenographer appearance costs  |         |
| ▪ and/or Advertising costs   |         |

# MONTGOMERY TOWNSHIP 2023 FEE SCHEDULE

## PLANNING & ZONING

### BOARD OF SUPERVISORS HEARING APPLICATIONS (CONTINUED)

- All application fees paid are non-refundable and intended to cover all overhead, administrative and miscellaneous expenses of the Township.
- Administrative fee of 7.5% of charges incurred for all escrow charges.
- The Township retains the right to recover any costs incurred for the use of outside consultants for the purposes of additional reviews or testing.
- Legal fees
- Overdrawn Charge \$25 per month assessed against an applicant who is delinquent by more than 21 days in funding overdrawn escrow account.
- 1.5% monthly interest charge on unpaid accounts receivable balance

### ZONING HEARING BOARD FEES AND ESCROWS

*Variances, Special Exceptions, Appeals from Orders and Decisions of the Zoning Officer, Substantive Challenges, Non-Conforming Uses from the requirement of the Zoning Ordinances and other Ordinances of Montgomery Township, and documents fee. Zoning Hearing Board - Notice of Appeal application required.*

#### **Residential**

- A lot on which a residential dwelling exists or for a lot in a residential district that is intended to be utilized for residential use. \$600
- Each applicant requested postponement, continuance, or extension by written request. \$300

#### **All other Zoning Districts or Non-Residential Uses**

- A lot in any district other than residential, except when a request for a non-residential use \$1,200
- Each applicant requested a postponement, continuance, or extension request by written request. \$500

*Non-conforming uses fee shall be based on the zoning district and requested use as noted above. Variance for non-conforming shall be determined by nature of variance as to use and/or adjoining property having the greatest bordering line as to its zoning classification.*

#### **Substantive Validity Challenges**

- Application Fee \$5,000
- Escrow \$10,000
- Each applicant requested a postponement, continuance, or extension request by written request. \$500
- All fees and deposits shall be paid when the application is filed, payable to Montgomery Township.
- All application fees paid are non-refundable.
- Appropriate costs and charges include but are not limited to:
  - Notes of testimony (official file copy) - transcription costs
  - 50 percent of Stenographer appearance costs

# MONTGOMERY TOWNSHIP 2023 FEE SCHEDULE

## PLANNING & ZONING

- Zoning Hearing Board Members Compensation (proportioned among the members of applicants per meeting)
- Advertising costs
- Concurrent applications - An applicant who seeks more than one form of relief in his application shall pay the highest of applicable fees.
- Legal fees
- The Township retains the right to recover any costs incurred for the use of outside consultants for the purposes of additional reviews or testing.

## SUBDIVISION & LAND DEVELOPMENT APPLICATION

### Filing Fees

▪ Residential base fee	\$1,000
▪ Per unit and/or lot (whichever is greater)	\$75
▪ Non-Residential base fee	\$2,500
▪ Per unit and/or lot or building	\$150
▪ GIS System Update Fee	\$350

### Escrow Deposits

#### *Single Lot Land Development*

▪ Residential Escrow	\$2,500
▪ Non-Residential Escrow	\$4,000
▪ Stormwater	\$1,500
▪ Grading	\$1,000

<b><i>Multi Lot Land Development (2 or more lots or units Residential and Non-Residential)</i></b>	<b>\$5,000</b>
--	----------------

#### ***Multi-Lot Subdivision – Residential and Non-Residential***

▪ Minor Subdivision (2 lot)	\$2,000
▪ Major Subdivision – (3 or more lots)	\$5,000
▪ Montgomery County Planning Commission Act 247 Review Fee ( <b>Appendix B</b> )	
▪ The Township retains the right to recover all costs incurred for outside consultants, including Township Engineer, Township Traffic Engineer, Landscape Architect, Township Solicitor, etc.	
▪ The Township retains the right to recover any costs incurred for the use of outside consultants for the purposes of additional reviews or testing.	
▪ Administrative fees – 7.5% of costs and charges incurred by Township for approval of developer's plan review, final approval, and subsequent public improvement inspections.	
▪ Legal Fees	
▪ Fee per month assessed against an applicant who is delinquent by more than 21 days in funding overdrawn escrow account. 1.5% monthly interest charge on unpaid accounts receivable balance.	
▪ The Solicitor and Township Engineer will determine the amount of escrow for Public Inspection Costs based on calculations/estimates. The amount is included in the Land Development Agreement.	

# MONTGOMERY TOWNSHIP 2023 FEE SCHEDULE

## PLANNING & ZONING

### SUBDIVISION & LAND DEVELOPMENT APPLICATION (CONTINUED)

#### **Park & Recreation Fees / Impact Fee - Per the subdivision & land development ordinance requirements.**

- |  |  |
|--|--|
| ▪ Residential - per dwelling unit unless noted in Developers Agreement | \$2,000  |
| ▪ Non-Residential - up to 10,000 square feet                           | \$0.50SF up to 10,000SF<br>\$.025SF over 10,000SF* |

*\*Unless noted in the developers' agreement*

#### **Fee in Lieu Costs (Trees / Landscaping)**

- |   |       |
|---|-------|
| ▪ Shade Trees 3" min. caliper, 14-16' height                  | \$600 |
| ▪ Shade Trees 2" min. caliper, 12-14' height                  | \$450 |
| ▪ Replacement Shade Trees 2.5" min. caliper                   | \$500 |
| ▪ Evergreen Trees 8-10' min. height                           | \$550 |
| ▪ Ornamental/Flowering Trees 1.25" min. caliper, 8-10' height | \$400 |
| ▪ Deciduous and Evergreen Shrubs                              | \$90  |

#### **Industrial Development Authorities**

- |                |       |
|----------------|-------|
| ▪ IDA Hearings | \$500 |
|----------------|-------|

#### **Flood Plain Map Changes**

- |  |         |
|--|---------|
| ▪ Escrow minimum to cover cost of Township Engineer review and Administrative time | \$5,000 |
|--|---------|

#### **Liquor License Application**

- |  |         |
|--|---------|
| ▪ Application for Transfer of Liquor License | \$1,500 |
| ▪ Escrow                                     | \$1,500 |

## MONTGOMERY TOWNSHIP 2023 FEE SCHEDULE

### PLANNING & ZONING

#### **MISCELLANEOUS**

*Fees in this section are subject to change as amended by resolution.*

▪ Zoning Ordinance (picked up)	\$35
▪ Zoning Ordinance (mailed)	\$45
▪ Zoning Map (picked up)	\$15
▪ Zoning Map (mailed)	\$25
▪ Subdivision Ordinance (picked up)	\$35
▪ Subdivision Ordinance (mailed)	\$45
▪	
▪ Zoning Hearing Transcripts	Stenographer Cost
▪ Zoning Hearing Board Opinion and Order	\$.25/page
▪ Recycling Bin	\$10
▪ Memorial Plaque - Memorial Grove	\$155
▪ Reproduction of Large Format Material	Twp cost plus 15%
▪ Building Inspection for 2 or more re-inspections	\$85/hr



# MONTGOMERY TOWNSHIP 2023 FEE SCHEDULE

## COMMUNITY & RECREATION CENTER

The Montgomery Township Community and Recreation Center is located at:  
1030 Horsham Road, Montgomeryville, PA - 267-649-7200

### MEMBERSHIP RATES:

Membership includes the Fitness Facility, all Group Exercise Classes, an Indoor Walking/Running Track, and special program discounts.

	Annual Memberships		3-Month Memberships	
	Township Residents	Non-Residents	Township Residents	Non-Residents
Individual Adult (ages 18-61)	\$200	\$260	\$60	\$75
Individual Youth (ages 3-7)	\$120	\$170	\$45	\$66
Individual Senior (ages 62+)	\$120	\$170	\$45	\$66
Household (up to 5 members) *	\$400	\$525	\$126	\$150
Household of 2 under the age of 62	\$350	\$475	\$102	\$126
Household of 2 over the age of 62	\$200	\$275	\$60	\$75
Household Add-Ons				
Extra Child	\$25	\$25	\$30	\$30
Extra Adult	\$30	\$30	\$50	\$50
Grandchild (under the age of 18)			\$30	\$30

\* 2 Adults + 3 Children under 18 per household before additional charges

### FACILITY RENTAL FEES:

	Resident/ CRC Member	Non-Resident	Township Business	Non-Township Business
Gymnasium (full)	\$70	\$95	\$95	\$120
Gymnasium (half)	\$45	\$65	\$65	\$80
Event Room (full)	\$70	\$95	\$95	\$120
Event Room (half)	\$45	\$65	\$65	\$80
Senior Lounge	\$45	\$65	\$65	\$80
Exercise Studio (large)	\$45	\$65	\$65	\$80
Exercise Studio (small)	\$25	\$45	\$45	\$60
Youth Lounge	\$25	\$45	\$45	\$60
Conference Room	\$25	\$45	\$45	\$55
Catering Kitchen ( <i>flat fee</i> )	\$35	\$35	\$35	\$35

All rates shown above are per hour unless otherwise noted

# MONTGOMERY TOWNSHIP 2023 FEE SCHEDULE

## FIRE SERVICES

### FIRE SERVICES FEES

#### Annual Fire Inspections

▪ 0-2,999 sq. ft.	\$80
▪ 3,000-4,999 sq. ft.	\$130
▪ 5,000-9,999 sq. ft.	\$180
▪ 10,000-29,999 sq. ft.	\$220
▪ 30,000-49,999 sq. ft.	\$260
▪ 50,000-99,999 sq. ft.	\$410
▪ 100,000 > sq. ft.	\$570

#### Re-Inspection Fees

▪ 2 <sup>nd</sup> Re-Inspection	\$55
▪ 3 <sup>rd</sup> Re-Inspection	\$55
▪ 4 <sup>th</sup> Re-Inspection by the Fire Chief	\$80

#### Reports

▪ Fire Response Report	\$40
▪ Fire Origin and Cause Investigation Report	\$100
▪ Fire Scene Photo Images	\$100

#### Reimbursement Rates for Recovery of Emergency Response Cost

▪ Fire Command SUV	\$25/hr
▪ One-ton Pick-up Truck	\$25/hr
▪ Rescue Fire Truck	\$100/hr
▪ Fire Truck - Pump Capacity 1,500 gpm	\$95/hr
▪ Fire Truck with Ladder (95 feet) 100	\$190/hr
▪ Fire Captain, special duty rate	\$87.00/hr
▪ Firefighter, special duty rate	\$74.50/hr
▪ Part-time Firefighter, special duty rate	\$38.50/hr

#### Miscellaneous

▪ Truss Placards	\$25/ea
▪ Flares, case of 36	\$150/case
▪ Oil Dry, 40 lb. bag	\$20/bag



# MONTGOMERY TOWNSHIP 2023 FEE SCHEDULE

## PARKS & RECREATION

### FACILITY AND FIELD RENTALS

	<b>Resident</b>	<b>Non-Resident</b>
Pavilion / Gazebo	\$5/hr	\$25/hr
Basketball / Tennis / Volleyball Courts / Street Hockey	\$5/hr	\$25/hr
Baseball / Softball / Soccer Fields	\$5/hr	\$25/hr

#### **Tournaments**

All tournaments May 1st - November 15th

\$200 per field per day

#### **Special Events**

Payment to be submitted with permit

Permits are obtained through Montgomery Township's Planning & Zoning Department

#### **Fundraising Events for Non-Profit Organizations**

Fee will be waived as long as 100% of the proceeds, after expenses, are donated to a charitable organization

#### **Fellowship Park**

**125 Meadowood Drive, Montgomeryville, PA**

Basketball Court  
Soccer Field  
Softball Field  
Tennis Courts (4)  
Volleyball Court

#### **Whistlestop Park**

**88 County Line Road, Chalfont, PA**

Baseball Field  
Softball Field - Lights  
Basketball Court  
Street Hockey Court

#### **Municipal Building - Gazebo Park**

**1001 Stump Road, Montgomeryville, PA**

Gazebo

#### **William F. Maule Park at Windlestrae - Zehr**

**1238 Stump Road, North Wales, PA**

Soccer Fields (3)

#### **Spring Valley Park**

**200 Claremont Drive, Lansdale, PA**

Pavilion - Lights (1)  
Baseball Fields (4)  
Basketball Courts - Lights (2)  
Sand Volleyball Court  
Soccer Fields (4)  
Street Hockey Court - Lights  
Tennis Courts - Lights (4)

#### **William F. Maule Park at Windlestrae - Rose Twig**

**1147 Kenas Road, North Wales, PA**

Pavilion (1)  
Basketball Courts (2)  
Soccer Fields (2)  
Softball Fields (3)  
Street Hockey (1)  
Tennis Courts (4)

#### **Whispering Pines Park**

**Orchard Drive,**

Basketball Court  
Street Hockey Court

#### **William F. Maule Park at Windlestrae**

**1447 Kensas Road, Montgomeryville, PA**

Pavilion - Lights (1)  
Baseball Fields - Lights (2)  
Baseball Fields - No Lights (2)  
Soccer Fields - Lights (2)

# MONTGOMERY TOWNSHIP 2023 FEE SCHEDULE

## POLICE SERVICES

### POLICE FEES

#### Fines

- Violation of Parking Regulations (Changed by Ordinance) \$15

#### Fingerprinting

\$15\*

\*Fee waived upon proof of township residency or employment in Montgomery Township at the time of fingerprinting

#### Flares – per case of 36

\$150

#### Multimedia

- Digital Photograph-first Image \$30
- Digital Photograph-additional images \$10/ea
- Video recording \$100/ea
- Flash drive Traffic Crash Photo Images \$100/ea

#### Reports – Crash & Incident

- Initial state report \$15
- Supplemental accident reports \$5/per page
- Initial crime report \$15
- Supplemental pages for report \$5/per page

#### Special Duty

- Officer \$125/hour
- Police vehicle \$25/hour

#### Stray Dog

- First day \$20
- Feeding & detaining each additional day (payable before the dog is released) \$15/day

#### Solicitation Permits (Transient Merchants)

- Daily \$40
- Monthly \$200

#### Towing & Storage Fees (by gross weight)

- Towing, Class 1 thru 4 - Light duty, to 11,000 lbs. \$160
- Towing, Class 5 thru 8 - Medium duty, 11,001 to 26,000 lbs. \$210
- Towing, Class 9 and above - Heavy Duty, Over 26,000 lbs. \$500/hour
- Storage, Class 1 thru 4 - Light duty, to 11,000 lbs. \$50
- Storage, Class 5 thru 8 - Medium duty, 11,001 to 26,000 lbs. \$65
- Storage, Class 9 and above- Heavy Duty, Over 26,001 lbs. \$65
- Additional charge if a vehicle is stored within a building (Per day) \$50
- Oil Dry, per 40 lb. bag \$20

## MONTGOMERY TOWNSHIP 2023 FEE SCHEDULE

### POLICE SERVICES

#### POLICE FEES (CONTINUED)

##### **Additional Charges (to be added to the basic towing fee)**

▪ Hourly rate for labor after the first ½ hour	\$50
▪ Hourly rate for labor for extra staff after the first ½ hour	\$50
▪ Towing outside Montgomery Township	\$4/per mile
▪ Towing of impounded vehicles from Police Department to salvor	\$50
▪ Towing of Township vehicles	\$75
▪ Towing of vehicles for other law enforcement agencies	\$75
▪ Towing of Township vehicles outside Montgomery Township	\$75
▪ <i>plus, per mile charge outside Township boundaries</i>	\$4/per mile
▪ Lockouts	\$50
▪ Tire change	\$50
▪ Jump-start	\$50
▪ Gate fee (charged only outside of regular business hours, as defined in towing agreement)	\$35
▪ Winching (only)	\$65

# MONTGOMERY TOWNSHIP 2023 FEE SCHEDULE

## MISCELLANEOUS

### MISCELLANEOUS FEES

- **Amusement Tax License - Initial License** \$60
- **Amusement Tax License - Annual renewal** \$30
- **Amusement Tax License - Temporary Business** \$30
- **License for Business Privilege/ Mercantile Tax** \$25
- **Business Privilege Tax** - at the rate of 1 1/2 (1.50) mills on each dollar of the gross volume of business transacted by them during the license year; provided, however, that in no event shall the annual business privilege tax herein imposed be less than \$10 for each of the places of business.
- **Mercantile Retail Tax** - at the rate of 1 1/2 (1.50) of a mill on each dollar of the gross volume of business transacted by them during the license year.
- **Mercantile Wholesale Tax** - at the rate of 1/5 (0.2) of a mill on each dollar of the gross volume of business transacted by them during the license year.
- **Real Estate Tax Rate** 2.49 mills/dollar
  - General Fund - 1.14 mills
  - Parks and Recreation - .27 mills
  - Fire Protection - .56 mills
  - Debt Service - .52 mills
- **Copy charge** \$0.25/page
- **Return check fee** \$25
- **Township Billable Labor Hours for Service on Roads, Streets & Facilities**
  - Foreman \$75/hr
  - Traffic Signal Technician \$75/hr
  - Crew Tech Equipment Operator \$75/hr
  - General Laborer \$47.5/hr
- **Billable Equipment Rates** - per FEMA's Equipment Rate Schedule Dated August 15, 2019 (**Appendix C**)
- **Billable Parts & Material Supplies** - At Township cost
- **Court Reporting Fees** - At Township cost

## COURT REPORTING FEES FOR SERVICE

Appearance/Reporting Fee (First hour)	\$ 180.00
Reporting Fee	\$ 80.00 per hour
PAGE RATE (TRANSCRIPTS):	
Standard Charge (per page)	
Original and Courtesy Copy	\$ 5.00
Copy (Residential)	\$ 3.00
Copy (Commercial)	\$ 4.50
Daily Charge (per page within four business days)	
Original and Courtesy Copy	\$ 10.00
Copy (Residential)	\$ 7.00
Copy (Commercial)	\$ 9.00
Expedited Charge (per page within seven business days)	
Original and Courtesy Copy	\$ 8.00
Copy (Residential)	\$ 4.00
Copy (Commercial)	\$ 7.00
Discounted Copy to Solicitor	\$ 0.50 less than commercial copy rate

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS

**BOARD ACTION SUMMARY**

Item # 9

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SUBJECT: Approval of Township Consultant Fees  
MEETING DATE: January 3, 2023  
BOARD LIAISON:  
INITIATED BY: Carolyn McCreary, Township Manager

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**BACKGROUND:**

Attached please find the updated fees for 2023 for the appointed Township consultants.

**MOTION/RESOLUTION:**

**Motion** to approve the fees for 2023 for the appointed Township consultants effective January 3, 2023.

- 1) Motion by: \_\_\_\_\_ Second by: \_\_\_\_\_
- 2) Chairwoman will ask for public comment.
- 3) Chairwoman will call for a vote.

**Gilmore & Associates, Inc**

	<u>2022</u>	<u>2023</u>
Principal III	165.00	170.00
Principal II	159.00	165.00
Principal I	152.00	160.00
Consulting Professional V	146.00	155.00
Consulting Professional IV	141.00	148.00
Consulting Professional III	135.00	142.00
Consulting Professional III	130.00	135.00
Consulting Professional I	124.00	128.00
Design Technician V	118.00	123.00
Design Technician IV	113.00	117.00
Design Technician III	108.00	111.00
Design Technician II	105.00	106.00
Design Technician I	102.00	102.00
Construction Representative III	108.00	115.00
Construction Representative II	100.00	105.00
Construction Representative I	95.00	95.00
Surveying Crew	176.00	180.00
Project Assistant	80.00	85.00

**Eckert Seamans**

	<u>2022</u>	<u>2023</u>
Labor Attorney	200.00	250.00

**Kilkenny Law**

	<u>2022</u>	<u>2023</u>
Township Solicitor	165.00	165.00

**Zoning Hearing Board - Mary Kay Kelm, Esq.**

	<u>2022</u>	<u>2023</u>
Hourly Rate	150.00	162.50

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS

BOARD ACTION SUMMARY

Item # 10

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SUBJECT: Certify Delegate to Pennsylvania State Association of Township Supervisors  
MEETING DATE: January 3, 2023  
BOARD LIAISON: Chairwoman of the Board of Supervisors  
INITIATED BY:

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BACKGROUND:

The Board will designate its voting delegate for the Pennsylvania State Association for Township Supervisors annual conference in Hershey, PA. The Board should nominate a Supervisor who is planning to attend the conference this year (April 23 to 26, 2023) to serve as the Township's voting delegate.

MOTION/RESOLUTION:

**Motion** to certify \_\_\_\_\_ as the voting delegate to represent Montgomery Township at the Pennsylvania State Association of Township Supervisors (PSATS) in the year 2023.

- 1) Motion by: \_\_\_\_\_ Second by: \_\_\_\_\_
- 2) Chairwoman will ask for public comment.
- 3) Chairwoman will call for a vote.



MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS  
**BOARD ACTION SUMMARY**  
Item # **11**

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SUBJECT: Appointment of Board Liaisons to Township Committees  
MEETING DATE: January 3, 2023  
BOARD LIAISON: Chairwoman of the Board of Supervisors  
INITIATED BY:

---

**BACKGROUND:**

Members of the Board of Supervisors elect to serve as liaisons to the various Township Boards and Commissions.

**MOTION/RESOLUTION:**

**Motion** to appoint the following Board members to serve as liaisons to the following committees, boards and agencies for 2023:

Autumn Festival Committee	
Business Development Partnership	Beth Staab
Community & Recreation Center Committee	Annette Long
Environmental Advisory Committee	Beth Staab
Finance Committee	Audrey Ware
Human Relations Commission	Tanya Bamford
Open Space Committee	Carolyn McCreary
Park and Recreation Board	Tanya Bamford
Police Pension Committee	Carolyn McCreary
Planning Commission	Candyce Chimera
Public Safety Committee	Annette Long
Ready for 100 Committee	Beth Staab
Senior Committee	Audrey Ware
Sewer Authority Board	Tanya Bamford
Shade Tree Commission	Tanya Bamford

- 1) Motion by: \_\_\_\_\_ Second by: \_\_\_\_\_
- 2) Chairwoman will ask for public comment.
- 3) Chairwoman will call for a vote.

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS  
BOARD ACTION SUMMARY

Item # 2

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SUBJECT:                   Public Comment  
MEETING DATE:       January 3, 2023  
BOARD LIAISON:  
INITIATED BY:

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BACKGROUND:

Persons wishing to make public comment during this meeting on any items not listed on the agenda may do so at this time.

Please come forward to the microphone and state your name and address for the record.

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS

**BOARD ACTION SUMMARY**

Item # **3**

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SUBJECT: Consent Agenda  
MEETING DATE: January 3, 2023  
BOARD LIAISON:  
INITIATED BY:

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**BACKGROUND:**

**MOTION TO APPROVE THE CONSENT AGENDA AS PRESENTED for the following:**

- Minutes of the December 12, 2022 Board meeting
- Payment of Bills for January 3, 2023
- Escrow Release No. 1 – Caracausa Building Development
- Escrow Release No. 3 – Westrum – CSW Luxor VII Montgomeryville

- 1) Motion by:\_\_\_\_\_ Second by: \_\_\_\_\_
- 2) Chairwoman will ask for public comment.
- 3) Chairwoman will call for a vote.

**MINUTES OF MEETING  
MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS  
DECEMBER 12, 2022**

**1. Call to Order:** The December 12, 2022, public meeting of the Montgomery Township Board of Supervisors was held at the Montgomery Township Municipal Building, 1001 Stump Road, Montgomeryville, PA. Chairwoman Tanya C. Bamford called the meeting to order at 7:00 p.m.

**IN ATTENDANCE:**

Chair Tanya C. Bamford  
Vice Chairwoman Candyce Fleuhr Chimera  
Supervisor Annette M. Long  
Supervisor Beth A. Staab  
Township Manager Carolyn McCreary  
Township Solicitor Sean Kilkenny, Esq.

**ALSO, IN ATTENDANCE:**

Police Chief, J. Scott Bendig  
Fire Chief, William F. Wiegman  
Director of Finance, Brian Shapiro  
Director of Information Technology Rich Grier  
Director of Rec & Community Ctr Floyd Shaffer  
Recording Secretary, Deborah Rivas  
Deputy Zoning Officer Marianne McConnell

**ABSENT:**

Supervisor Audrey R. Ware

**2. & 3. Pledge of Allegiance and Announcements:** Following the Pledge of Allegiance, the following announcements were made by Ms. Bamford:

- Gift certificates to the Community and Recreation Center are on sale! They can be used towards memberships to the Center, programs, room rentals, and any other transactions at the Community & Recreation Center.
- Letters to Santa – The North Pole has designated the Montgomery Township Police Department as a Letter to Santa Drop-off location again. For more information, visit the Police Department page on the Township website or stop by the Police Department lobby.

**4. Recognition of the Retirement of Police Canine, Major:** Chief Bendig announced that Canine Major retired earlier this year after eight years of service to the Montgomery Township Police Department. Major served as a dual-purpose canine, specializing in both patrol work and drug detection. Major and his handler, Officer Tim Woch, responded to over 800 calls for service, arresting numerous offenders and seizing significant quantities of drugs. The team also competed yearly in the United States Police Canine Associations Police field trials, obtaining numerous tracking, narcotic, Detector Dog, and PD1 Certifications.

**MOTION:** Upon motion by Ms. Bamford, seconded by Ms. Long, and unanimously carried (4-0), the Board recognized Canine Major for his eight years of service to the Police Department and Citizens of Montgomery Township.

**5. Public Comment – None.**

**6. Announcement of Executive Session** – Township Solicitor Sean Kilkenny, Esquire, announced that the Board of Supervisors met this evening at 6:30 p.m. in person at the Township building to discuss litigation and land acquisition matters. Mr. Kilkenny stated that the topics discussed were legitimate subjects of an Executive Session under the Commonwealth of Pennsylvania’s Sunshine Law.

**7. Consent Agenda:**

**MOTION: Upon motion by Ms. Bamford, seconded by Ms. Chimera, and unanimously carried (4-0), the minutes of the November 28, 2022 meeting, the payment of bills for December 12, 2022, and Payment Release in the amount of \$1,100 and End of Maintenance Period for the Montgomery Knoll Landscaping project, were approved as presented.**

**Planning and Zoning:**

**8. Review of Zoning Hearing Board Applications:** Ms. McCreary identified the pending hearing before the January 4, 2023 Zoning Hearing Board meeting. Application 22120001 is for Nappen and Associates for 212 B,C,&D Progress Drive, for an expansion to perform auto cosmetic and structural damage repairs and warranty work in-house and seek an additional variance to permit auto repair business on the property.

**Board consensus was not to enter an appearance for the application, allowing the Zoning Hearing Board to render a decision based on the testimony presented.**

**9. Acceptance of Road Dedication – Higher Rock Partners, LP** – Ms. McCreary reported that the developer has requested that the Township accept the dedication of Witchwood Drive and the Township Engineer and staff reviewed the project details and recommend accepting dedication.

**MOTION: Upon motion by Ms. Bamford, seconded by Ms. Chimera, and unanimously carried (4-0), the Board adopted Resolution No. 2022-42, accepting dedication of Witchwood Drive between Stump Road and Bethlehem Pike from Higher Rock Partners, LP with the inclusions and exclusions described in the resolution.**

**Administration and Finance:**

**10. Affirm Criteria for Qualified Active Member Status and Resolution 2022-41, Setting the Volunteer Firefighter Stipend for 2022:** Mr. Shapiro reported that the Township approved the First Responder Recruitment and Retention Stipend on April 13, 2020, to incentivize volunteer first responders for their service. The Township must acknowledge the fire company’s written criteria for determining Qualified Active Member Service.

**MOTION: Upon motion by Ms. Chimera, seconded by Ms. Staab and unanimously carried (4-0), the Board affirmed the FDMT criteria for determining Qualified Active Member status and authorized Resolution 2022-41, setting the Volunteer Firefighter Stipend for 2022 at \$500 per Qualified Active Member.**

**11. Adoption of the 2023 Budget:** Ms. McCreary reported that the Township Department Heads drafted operating budgets which were reviewed by the Finance Director and Township Manager. The proposed capital expenditures were presented in September and the proposed operating budgets were presented by Departments and discussed with the Board of Supervisors at worksessions held in October.

**MOTION: Upon motion by Ms. Bamford, seconded by Ms. Staab and unanimously carried (4-0), the Board adopted the 2023 budget for all funds with expenditures totaling \$29,707,636.**

**12. Establish Real Estate Tax Millage for 2023:** Ms. McCreary reported that the Board of Supervisors approved the preliminary budget at the November 14, 2022 public meeting. The budget was then made available for public inspection at the Township building and on the homepage of the Township website. Staff is recommending that the Board establish the real estate tax millage for 2023 to remain at 2.49 mills.

**MOTION: Upon motion by Ms. Long, seconded by Ms. Chimera and unanimously carried (4-0), the Board adopted Resolution 2022-43, establishing the real estate tax millage for 2023 at 2.49 mills.**

**13. Approve Montgomery Township Municipal Sewer Authority (MTMSA) 2023 Budget:**

**MOTION: Upon motion by Ms. Bamford, seconded by Ms. Chimera and unanimously carried (4-0), the Board approved the MTMSA budget for the fiscal year 2023.**

**14. Approve Montgomery Township Municipal Sewer Authority (MTMSA) 2022 Tapping Fee Agreements:**

**MOTION: Upon motion by Ms. Bamford, seconded by Ms. Chimera and unanimously carried (4-0), the Board confirmed that they have reviewed and approved the MTMSA tapping fee agreements as presented.**

**15. Approval of Amended Settlement Stipulation – Airport Square Shopping Associates, L.P. –** Ms. McCreary reported that at the July 25 public meeting, the Board of Supervisors granted preliminary/final land development approval with 18 waivers for the Village of Windsor project to be located behind Airport Square. After that meeting, the former Township Solicitor was instructed to draft an amended stipulation agreement with the applicant's attorney. The draft of the land development plan was replaced with the approved plan, and the agreement was amended to reflect the updated changes and is ready for the Board's approval.

**MOTION: Upon motion by Ms. Bamford, seconded by Ms. Staab and unanimously carried (4-0), the Board approved the Amended Settlement Stipulation between Airport Square Shopping Associates, L.P. and Montgomery Township Zoning Hearing Board, et al.**

**Parks and Recreation:**

**16. Authorize Bid for Fellowship Park Improvement Project:** Ms. McCreary reported that Fellowship Park is located at 125 Meadowood Drive and was the second Township park to be established. Its amenities include playground equipment, soccer fields with bleachers, volleyball, basketball court, picnic area, baseball field, and tennis courts. This park has been identified for refurbishment as part of the Township's Capital Investment Plan (CIP). The Township applied for and was awarded a \$250,000 grant from DCNR for this project. The 2023 budget includes \$650,000 for this project, with the \$250,000 grant to offset it. Staff is recommending that the Board authorize the advertisement of the bid so that it can be ensured that the work is awarded and equipment is ordered in time for the spring/summer season.

**MOTION: Upon motion by Ms. Bamford, seconded by Ms. Long, and unanimously carried (4-0), the Board authorized the advertisement of the Fellowship Park Improvement Project.**

**Public Safety:**

**17. Authorization of the Advertisement of Proposed Fireworks Ordinance:** Chief Bendig reported that in 2017, the Pennsylvania legislature passed legislation permitting Pennsylvania residents over the age of 18 to purchase, possess, and use consumer-grade fireworks. Many municipalities and fire service professionals expressed concern about the legislation and its impact. In 2022 Act 74 was signed into law which amended the prior legislation and gave municipalities the power to enact conditions, prohibitions, and limitations on the use and sale of fireworks provided they do not conflict with this new legislation. The PA Municipal League provided its members with model ordinances for elected officials to consider adopting. Staff has reviewed the ordinances and presented them to the Public Safety Committee. The consensus of staff and the members of the committee is for the Board to consider adopting the use of consumer fireworks by exception involving a permit process. Discussion followed regarding the enforcement of a proposed ordinance and its impact on the community.

**MOTION: Upon motion by Ms. Bamford, seconded by Ms. Chimera, and unanimously carried (4-0), the Board authorized the advertisement of the proposed fireworks ordinance.**

**18. Authorization of the Advertisement of the Proposed Ordinance Adopting the 2018 International Fire Code:** Chief Wiegman reported that the Commonwealth adopted the 2018 International Building Codes earlier this year. The Fire Department currently enforces the 1996 BOCA Fire Code and utilizes the 2015 International Fire Code when conducting Life Safety Fire

Inspections. The Fire Department is seeking a new ordinance that adopts the 2018 International Fire Code as well as establishing certification standards for those employees that conduct Life Safety and Fire Inspections in Montgomery Township.

**MOTION: Upon motion by Ms. Long, seconded by Ms. Chimera, and unanimously carried (4-0), the Board authorized the advertisement of the proposed ordinance to adopt the 2018 International Fire Code.**

**Public Works:**

**19. Second Request for Authorization to Purchase a Pickup Truck:** Mr. Shapiro reported that in 2021, the Public Works Department proposed to purchase one 2022 Ford F-350 Pickup Truck and equipment as scheduled in the Capital Investment Plan from Whitmoyer Auto Group, an authorized vendor under the Co-Stars Cooperative Purchase Program, at a cost of \$51,600.00. Due to supply chain issues, the Township was notified that this order has been canceled by Ford. The department is proposing to reorder the truck as a 2023 Ford F-350 Pickup Truck and equipment from Whitmoyer Auto Group. The cost of this vehicle is now \$71,400.00. Discussion followed regarding any consideration that the dealer might give for the canceled order, as well as the use of the vehicle in the Public Works fleet. Mr. Shapiro stated that the department has been looking at other makes of vehicles, such as Chevy, but preference is given to the same make/model equipment for ease of accessories and plow features.

**MOTION: Upon motion by Ms. Chimera, seconded by Ms. Staab, and with a vote of 3 to 1, Ms. Long voting no, the Board awarded the contract for the purchase of one 2023 Ford F-350 Pickup Truck from Whitmoyer Auto Group, an authorized vendor under the Co-Stars Cooperative Purchase Program, at a cost of \$71,400.00 per their quote dated December 8, 2022.**

**Old Business:** None.

**New Business:** None.

**Adjournment:** Upon motion by Ms. Bamford and seconded by Ms. Chimera, the meeting was adjourned at 7:41 p.m.

Respectfully submitted,

Deborah A. Rivas, Recording Secretary



User: msanders

DB: Montgomery Twp

Check Date	Bank	Check	Vendor	Vendor Name	Amount	Status
Bank 01 UNIVEST CHECKING						
12/13/2022	01	93453	00000958	OUR TOWNE CATERING	1,446.65	Cleared
12/14/2022	01	93454	00001660	LINDINGER'S CATERING, INC.	1,888.75	Cleared
12/14/2022	01	93455	MISC	Montgomery Township	1,200.00	Cleared
12/19/2022	01	93456	100002120	SWIF	27,179.00	Cleared
12/22/2022	01	93457	100001191	A. GIULIANI CO.INC.	7,184.50	Open
12/22/2022	01	93458	100000892	ADAM ZWISLEWSKI	210.00	Open
12/22/2022	01	93459	100001754	ALEXANDER L. AVALLO III	50.00	Open
12/22/2022	01	93460	100000814	AMAZON.COM SERVICES, INC	702.77	Open
12/22/2022	01	93461	100000888	ANDREW WEINER	150.00	Open
12/22/2022	01	93462	100001890	ANGEL G. MEJIAS	600.00	Open
12/22/2022	01	93463	100001978	ANTHONY ZIRPOLI	350.00	Open
12/22/2022	01	93464	100000979	BRANDON UZDZIENSKI	100.00	Open
12/22/2022	01	93465	100001080	BRIAN GRABER	150.00	Open
12/22/2022	01	93466	100001762	BRITTON INDUSTRIES, INC.	130.64	Open
12/22/2022	01	93467	100000405	C.E.S.	6.13	Open
12/22/2022	01	93468	100000878	CARL F. HERR	100.00	Open
12/22/2022	01	93469	100001879	CARLOS A. GONZALEZ JR	200.00	Open
12/22/2022	01	93470	100001723	COMMONWEALTH OF PA	117.60	Open
12/22/2022	01	93471	100001602	FRANK J. BLUSIEWICZ JR	200.00	Open
12/22/2022	01	93472	03214568	FULTON CARDMEMBER SERVICES	299.08	Open
12/22/2022	01	93473	00001852	G.L. SAYRE, INC.	109.58	Open
12/22/2022	01	93474	00000193	GEORGE ALLEN PORTABLE TOILETS, IN	138.00	Open
12/22/2022	01	93475	00001842	GLEN ROETMAN	100.00	Open
12/22/2022	01	93476	00001709	GOULDEY WELDING & FABRICATIONS, I	540.00	Open
12/22/2022	01	93477	00000903	HOME DEPOT CREDIT SERVICES	61.75	Open
12/22/2022	01	93478	100000882	JACOB MILLEVOI	100.00	Open
12/22/2022	01	93479	100001667	JACOB SCHMIDT & SON	52.00	Open
12/22/2022	01	93480	100001994	JOHN BERESCHAK	100.00	Open
12/22/2022	01	93481	100000881	JOHN H. MOGENSEN	250.00	Open
12/22/2022	01	93482	100002042	KENCO HYDRAULICS	751.52	Open
12/22/2022	01	93483	100001661	KYLE W. STUMP	200.00	Open
12/22/2022	01	93484	00000738	LENNI ELECTRIC CORP	3,295.40	Open
12/22/2022	01	93485	00002016	MICHAEL D. SHINTON	100.00	Open
12/22/2022	01	93486	100000875	MICHAEL H. BEAN	200.00	Open
12/22/2022	01	93487	100001926	MICHAEL J. KUNZIG	100.00	Open
12/22/2022	01	93488	100000885	MICHAEL SHEARER	100.00	Open
12/22/2022	01	93489	00000356	NORTH WALES WATER AUTHORITY	68.24	Open
12/22/2022	01	93490	03214611	PA DEP	100.00	Open
12/22/2022	01	93491	100000039	PA TURNPIKE TOLL BY PLATE	8.40	Open
12/22/2022	01	93492	100000755	PETROLEUM TRADERS CORP.	1,102.44	Open
12/22/2022	01	93493	100001010	RACHEL GIBSON	100.00	Open
12/22/2022	01	93494	100002119	RE: PLUS AIRPORT SQUARE LLC	187.45	Open
12/22/2022	01	93495	100000780	RHYTHM ENGINEERING	1,445.00	Open
12/22/2022	01	93496	100000874	SEAN ALLISON	100.00	Open
12/22/2022	01	93497	100000790	SHOEN SAFETY & TRAINING	270.00	Open
12/22/2022	01	93498	100002017	TD CARD SERVICES	1,945.04	Open
12/22/2022	01	93499	100000290	TRIAD TRUCK EQUIPMENT	2,016.00	Open
12/22/2022	01	93500	100002071	TRM	90.00	Open
12/22/2022	01	93501	03214643	UNWINED & PAINT	120.00	Open
12/22/2022	01	93502	100000854	VINAY P. SETTY	350.00	Open
12/22/2022	01	93503	100000891	VINCENT ZIRPOLI	420.00	Open
12/22/2022	01	93504	00001329	WELDON AUTO PARTS	1,112.99	Open
12/22/2022	01	93505	100001042	ZACHARY M. EIDEN	50.00	Open
12/29/2022	01	93506	00000496	21ST CENTURY MEDIA NEWSPAPERS LL	464.92	Open
12/29/2022	01	93507	00000006	ACME UNIFORMS FOR INDUSTRY	875.84	Open
12/29/2022	01	93508	100000892	ADAM ZWISLEWSKI	420.00	Open
12/29/2022	01	93509	00001202	AIRGAS, INC.	521.50	Open
12/29/2022	01	93510	100001754	ALEXANDER L. AVALLO III	50.00	Open
12/29/2022	01	93511	100002123	ALEXANDRA WARDEN	15.00	Open
12/29/2022	01	93512	100002122	ALISHBA BHAYANI	160.00	Open
12/29/2022	01	93513	00000345	ALPHAGRAPHICS LANSDALE	97.35	Open
12/29/2022	01	93514	100000814	AMAZON.COM SERVICES, INC	2,236.74	Open
12/29/2022	01	93515	100000888	ANDREW WEINER	250.00	Open
12/29/2022	01	93516	100001890	ANGEL G. MEJIAS	450.00	Open
12/29/2022	01	93517	100002037	ANTHONY RUBAS	926.87	Open
12/29/2022	01	93518	100001978	ANTHONY ZIRPOLI	300.00	Open
12/29/2022	01	93519	100000568	APMM	165.00	Open
12/29/2022	01	93520	100001828	ARAMSCO, INC.	456.06	Open
12/29/2022	01	93521	00000027	ARMOUR & SONS ELECTRIC, INC.	11,334.50	Open
12/29/2022	01	93522	100002093	BERGEY'S WHOLESALE PARTS	592.87	Open
12/29/2022	01	93523	100000979	BRANDON UZDZIENSKI	100.00	Open
12/29/2022	01	93524	100002124	BRIAN CASH	200.00	Open
12/29/2022	01	93525	100001080	BRIAN GRABER	150.00	Open
12/29/2022	01	93526	100001762	BRITTON INDUSTRIES, INC.	392.31	Open
12/29/2022	01	93527	00000069	C L WEBER CO INC.	56.16	Open
12/29/2022	01	93528	100000405	C.E.S.	709.86	Open
12/29/2022	01	93529	100000878	CARL F. HERR	100.00	Open
12/29/2022	01	93530	100001879	CARLOS A. GONZALEZ JR	200.00	Open

Check Date	Bank	Check	Vendor	Vendor Name	Amount	Status
12/29/2022	01	93531	100002126	CHRIST CHURCH	100.00	Open
12/29/2022	01	93532	100000221	COLMAR VETERINARY HOSPITAL	85.60	Open
12/29/2022	01	93533	100000582	COMMONWEALTH OF PA - USTIF	165.00	Open
12/29/2022	01	93534	00000602	CONRAD SIEGEL	4,450.00	Open
12/29/2022	01	93535	100002088	CRASH CHAMPIONS #0504	39.01	Open
12/29/2022	01	93536	00001891	CREATIVE PRODUCT SOURCING, INC.	3,553.66	Open
12/29/2022	01	93537	00000629	DAVIDHEISER'S INC.	445.00	Open
12/29/2022	01	93538	00000125	DISCHELL, BARTLE DOOLEY PC	320.00	Open
12/29/2022	01	93539	100000213	DOG TOWN	552.93	Open
12/29/2022	01	93540	00906127	EAGLE POINT GUN	3,070.17	Open
12/29/2022	01	93541	00001332	EAGLE POWER & EQUIPMENT CORP	697.23	Open
12/29/2022	01	93542	03214663	ELITE 3 FACILITIES MAINTNEANCE, L	4,240.00	Open
12/29/2022	01	93543	00000169	FEDEX	28.33	Open
12/29/2022	01	93544	00001132	FERGUSON & MCCANN, INC.	1,310.00	Open
12/29/2022	01	93545	00000180	FRANK CALLAHAN COMPANY, INC.	22.34	Open
12/29/2022	01	93546	100001602	FRANK J. BLUSIEWICZ JR	200.00	Open
12/29/2022	01	93547	00001852	G.L. SAYRE, INC.	5,793.95	Open
12/29/2022	01	93548	00000191	GENERAL CODE, LLC	1,195.00	Open
12/29/2022	01	93549	00000193	GEORGE ALLEN PORTABLE TOILETS, IN	833.00	Open
12/29/2022	01	93550	00000817	GILMORE & ASSOCIATES, INC.	74,239.49	Open
12/29/2022	01	93551	00000817	VOID	0.00	Open
12/29/2022	01	93552	00000817	VOID	0.00	Open
12/29/2022	01	93553	00000817	VOID	0.00	Open
12/29/2022	01	93554	00001842	GLEN ROETMAN	100.00	Open
12/29/2022	01	93555	00001323	GLICK FIRE EQUIPMENT COMPANY INC	25,221.43	Open
12/29/2022	01	93556	00000608	GOOSE SQUAD L.L.C.	900.00	Open
12/29/2022	01	93557	00000213	HAJOCA CORPORATION	452.00	Open
12/29/2022	01	93558	00000903	HOME DEPOT CREDIT SERVICES	432.23	Open
12/29/2022	01	93559	100000882	JACOB MILLEVOI	150.00	Open
12/29/2022	01	93560	100001667	JACOB SCHMIDT & SON	160.00	Open
12/29/2022	01	93561	100001994	JOHN BERESCHAK	150.00	Open
12/29/2022	01	93562	100000881	JOHN H. MOGENSEN	300.00	Open
12/29/2022	01	93563	00000257	JOHN R. YOUNG & COMPANY	4,506.00	Open
12/29/2022	01	93564	00000148	JONATHAN S. BEER	1,600.00	Open
12/29/2022	01	93565	100000554	KEITH GRIERSON	100.00	Open
12/29/2022	01	93566	100002042	KENCO HYDRAULICS	1,390.05	Open
12/29/2022	01	93567	00000261	KERSHAW & FRITZ TIRE SERVICE, INC	2,160.32	Open
12/29/2022	01	93568	100001661	KYLE W. STUMP	250.00	Open
12/29/2022	01	93569	100002121	LAUREN K MAXWELL	150.00	Open
12/29/2022	01	93570	00001706	LOWE'S COMPANIES INC.	256.33	Open
12/29/2022	01	93571	00002016	MICHAEL D. SHINTON	100.00	Open
12/29/2022	01	93572	100000875	MICHAEL H. BEAN	150.00	Open
12/29/2022	01	93573	100001926	MICHAEL J. KUNZIG	100.00	Open
12/29/2022	01	93574	100000885	MICHAEL SHEARER	50.00	Open
12/29/2022	01	93575	00000324	MOYER INDOOR / OUTDOOR	166.95	Open
12/29/2022	01	93576	00001247	NELSON WIRE ROPE CORPORATION	67.97	Open
12/29/2022	01	93577	00000356	NORTH WALES WATER AUTHORITY	1,455.95	Open
12/29/2022	01	93578	00000661	PAULA MESZAROS	345.00	Open
12/29/2022	01	93579	00000399	PECO ENERGY	66.68	Open
12/29/2022	01	93580	100000754	PETROLEUM TRADERS CORP.	3,380.08	Open
12/29/2022	01	93581	100000755	PETROLEUM TRADERS CORP.	2,949.51	Open
12/29/2022	01	93582	100001010	RACHEL GIBSON	300.00	Open
12/29/2022	01	93583	00906102	READY REFRESH	127.67	Open
12/29/2022	01	93584	100002118	REALTY LANDSCAPING CORPORATION	1,100.00	Open
12/29/2022	01	93585	00002033	REPUBLIC SERVICES NO. 320	11,637.50	Open
12/29/2022	01	93586	100002112	RIVERSIDE CONSTRUCTION MATERIALS	3,151.80	Open
12/29/2022	01	93587	100001218	ROBERT DECKER ENTERPRISES, INC.	2,400.00	Open
12/29/2022	01	93588	100001960	RYAN W. IRVIN	200.00	Open
12/29/2022	01	93589	100001591	SCOTT YOUNG	1,032.59	Open
12/29/2022	01	93590	100000874	SEAN ALLISON	50.00	Open
12/29/2022	01	93591	00001939	SERVICE TIRE TRUCK CENTERS	630.00	Open
12/29/2022	01	93592	100002125	SETH SCHULMAN	80.00	Open
12/29/2022	01	93593	00001394	STANDARD INSURANCE COMPANY	8,524.17	Open
12/29/2022	01	93594	100000701	STAPLES BUSINESS CREDIT	425.74	Open
12/29/2022	01	93595	100002113	SYRENA TOWING	50.00	Open
12/29/2022	01	93596	00661122	TEES WITH A PURPOSE	154.00	Open
12/29/2022	01	93597	100000290	TRIAD TRUCK EQUIPMENT	354.00	Open
12/29/2022	01	93598	100002071	TRM	1,080.00	Open
12/29/2022	01	93599	100000408	VAULT HEALTH	363.00	Open
12/29/2022	01	93600	00000038	VERIZON WIRELESS SERVICES, LLC	560.14	Open
12/29/2022	01	93601	100000854	VINAY P. SETTY	280.00	Open
12/29/2022	01	93602	100000891	VINCENT ZIRPOLI	280.00	Open
12/29/2022	01	93603	00001329	WELDON AUTO PARTS	176.81	Open
12/29/2022	01	93604	100001847	WHITECAP WATER RESCUE TRAINING, L	232.00	Open
12/29/2022	01	93605	00001084	WITMER ASSOCIATES, INC.	392.59	Open
12/29/2022	01	93606	00000760	WM CORPORATE SERVICES, INC	1,801.50	Open

01 TOTALS:

Total of 154 Checks:  
 Less 3 Void Checks:

263,008.63  
 0.00

12/29/2022 12:35 PM  
User: msanders  
DB: Montgomery Twp

CHECK REGISTER FOR MONTGOMERY TOWNSHIP  
CHECK DATE FROM 12/13/2022 - 01/03/2023

Check Date	Bank	Check	Vendor	Vendor Name	Amount	Status
Total of 151 Disbursements:					263,008.63	

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS

**BOARD ACTION SUMMARY**

Item # *3a.*

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SUBJECT:	Construction Escrow Release 1 – Caracausa Building & Development Group, Inc. – 1109 Vilsmeier Road (LDS 713)
MEETING DATE:	January 3, 2023
BOARD LIAISON:	Chairwoman
INITIATED BY:	Carolyn McCreary, Township Manager

---

**BACKGROUND:**

Attached is a construction escrow release requested by Caracausa Building & Development Group, Inc. for 1109 Vilsmeier Road (Walnut Knoll 2-Lot Subdivision) as recommended by the Township Engineer.

The original amount of the escrow was \$97,565.74, held as a Cash with the Township. This is the first release and is in the amount of \$52,619.30. The new balance would be \$44,964.44.

**MOTION/RESOLUTION:**

**Motion** to authorize as part of the consent agenda



**GILMORE & ASSOCIATES, INC.**  
ENGINEERING & CONSULTING SERVICES

December 27, 2022

File No. 2021-02038

Carolyn McCreary, Manager  
Montgomery Township  
1001 Stump Road  
Montgomeryville, PA 18936-9605

Reference: Walnut Knoll 2-Lot Subdivision – LDS#713  
1109 Vilsmeier Road  
Escrow Release 1

Dear Carolyn:

We have received and reviewed the Request for Escrow Release for the above-referenced project. This letter is to certify that the improvements noted on the enclosed escrow summary in the amount of **\$52,619.30** have been completed. Please find enclosed a copy of our escrow calculations and the application for release of funds for your use.

Please note that the following requested items were found to be partially complete or incomplete and are not included in this recommendation: rain garden seeding (line item B.7), 12 inch CMP driveway culvert (B.8), driveway subbase (C.1), and top soil placement and fine grading (C.7). Also, release of contingency (G.1) is not included in the is recommendation. Release of contingency is released upon completion of all the work and Township receipt of maintenance security.

Please be advised that these improvements will be subject to a final inspection prior to dedication and again at the end of the maintenance period. Any deficiencies will be required to be corrected by the developer.

Should you have any further questions or require any additional information, please do not hesitate to contact our office.

Sincerely,

James P. Dougherty, P.E.  
Senior Project Manager  
Gilmore & Associates, Inc.

JPD

Enclosure: Release of Escrow Form & Summary of Improvement Escrow Account (12/27/2022), Developer's Request (12/12/2022)

cc: Bruce S. Shoupe, Director of Planning and Zoning  
Marianne McConnell, Deputy Zoning Officer – Montgomery Township  
Mary Gambino, Project Coordinator - Montgomery Township  
Sean Kilkenny, Esq., Solicitor – Kilkenny Law  
David J. Caracausa, Caracausa Building and Development, Inc.  
Valerie Liggett, R.L.A, Senior Landscape Architect – Gilmore & Associates, Inc.

**RELEASE OF ESCROW FORM**

James P. Dougherty, P.E.  
Senior Project Manager  
Gilmore & Associates, Inc.  
65 East Butler Avenue, Suite 100  
New Britain, PA 18901  
215-345-4330

Date: 12/12/2022

**Development** 1109 Vilsmeier Rd. - Walnut Knoll 2 Lot Subdivision - LDS-713

**G&A Project #:** 2021-02038

**Release #:** 1

Dear Mr. Dougherty:

This is an escrow release request in the amount of \$65,199.80. Enclosed is a copy of our escrow spreadsheet with the quantities noted.

**ESCROW RELEASE REQUESTS ARE LIMITED TO ONE PER MONTH.**

Ms. Carolyn McCreary  
Township Manager  
Montgomery Township  
1001 Stump Road  
Montgomeryville, PA 18936

Date: 12/27/2022

Dear Ms. McCreary:

We have reviewed the developer's request for an escrow release. We therefore, recommend that \$52,619.30 be released. These improvements will be subject to a final observation prior to dedication and again at the end of the maintenance period. Any deficiencies will be required to be corrected by the developer.

James P. Dougherty 12/27/2022  
James P. Dougherty, P.E., Senior Project Manager, Gilmore & Associates, Inc.

Resolution # \_\_\_\_\_

WHEREAS, a request for release of escrow was received from Caracausa Building and Development, Inc. for 1109 Vilsmeier Rd. - Walnut Knoll 2 Lot Subdivision - LDS-713, in the amount of \$65,199.80, on the representation that work set forth in the Land Development Agreement to the extent has been completed and; WHEREAS, said request has been reviewed by the Township Engineer who recommends release \$52,619.30; NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of Montgomery Township that we do hereby authorize release of \$52,619.30; in accordance with the developer's request, and the officers of the Township are authorized to take the necessary action to obtain release of said sum.  
BE IT FURTHER RESOLVED that Township records indicate that escrow has been deposited vi Cash \_\_\_\_\_ with Montgomery Township in total sum of \$97,565.74 pursuant to a signed Land Development Agreement and that \$0.00 has previously been released from escrow. Therefore, the action of the Board releasing said sum leaves a new balance of \$44,946.44 in escrow.

MOTION BY \_\_\_\_\_

VOTE: \_\_\_\_\_

SECOND BY \_\_\_\_\_

DATED: \_\_\_\_\_

RELEASED BY: \_\_\_\_\_

Department Director



# ESCROW RELEASE NO.: 1

DATE PREPARED: 27-Dec-2022

PROJECT NAME: 1109 Vilsmeier Rd. - Walnut Knoll 2 Lot Subdivision	TOTAL ENG/INSP/LEGAL (CASH ESCROW): \$ 8,900.00	MONTGOMERY TOWNSHIP
DEVELOPER: Caracausa Building and Development, Inc.	TOTAL ADMINISTRATION (CASH ESCROW): \$ 5,000.00	TOWNSHIP NO.: LDS-713
ESCROW AGENT: Montgomery Township		G&A PROJECT NO.: 2021-02038
TYPE OF SECURITY: Cash	MAINTENANCE BOND AMOUNT (15%): \$ 13,304.42	AGREEMENT DATE: 26-May-2022

SUMMARY OF IMPROVEMENT ESCROW ACCOUNT	TOTAL COST	RELEASE REQUESTS			BALANCE
		CURRENT	PRIOR	TOTAL	
CONSTRUCTION	\$ 88,696.13	\$ 52,619.30	\$ -	\$ 52,619.30	\$ 36,076.83
ANNUAL 10% CONSTRUCTION COST INCREASE (Balance as of mm/dd/yy = \$x.xx)	\$ -	\$ -	\$ -	\$ -	\$ -
CONTINGENCY (10%)	\$ 8,869.61	\$ -	\$ -	\$ -	\$ 8,869.61
TOTAL	\$ 97,565.74	\$ 52,619.30	\$ -	\$ 52,619.30	\$ 44,946.44

CONSTRUCTION ITEMS	UNIT	QUANTITY	UNIT COST	TOTAL COST	CURRENT REQUEST		PRIOR REQUESTS		TOTAL REQUESTS (incl. current release)		AVAILABLE FOR RELEASE (incl. current release)	
					QTY	COST	QTY	COST	QTY	COST	QTY	COST
<b>A. EROSION CONTROL</b>												
1. Construction Entrance	EA	2	\$ 1,500.00	\$ 3,000.00	2.00	\$ 3,000.00		\$ -	2.00	\$ 3,000.00		\$ -
2. Concrete Washout	EA	1	\$ 500.00	\$ 500.00	1.00	\$ 500.00		\$ -	1.00	\$ 500.00		\$ -
3. Inlet Protection	EA	4	\$ 85.00	\$ 340.00	4.00	\$ 340.00		\$ -	4.00	\$ 340.00		\$ -
4. 12 inch Silt Sock	LF	326	\$ 2.50	\$ 815.00	326.00	\$ 815.00		\$ -	326.00	\$ 815.00		\$ -
5. 18 inch Silt Sock	LF	92	\$ 3.50	\$ 322.00	92.00	\$ 322.00		\$ -	92.00	\$ 322.00		\$ -
6. Tree Protection Fence	LF	827	\$ 1.50	\$ 1,240.50	827.00	\$ 1,240.50		\$ -	827.00	\$ 1,240.50		\$ -
7. E&S Maintenance & Removal	LS	1	\$ 2,500.00	\$ 2,500.00	0.50	\$ 1,250.00		\$ -	0.50	\$ 1,250.00	0.50	\$ 1,250.00
<b>B. STORMWATER MANAGEMENT</b>												
1. 2 ft x 2 ft Concrete Inlet	EA	4	\$ 1,750.00	\$ 7,000.00	4.00	\$ 7,000.00		\$ -	4.00	\$ 7,000.00		\$ -
2. Filter Fabric Lining	SF	1,211	\$ 0.20	\$ 242.20	1,211.00	\$ 242.20		\$ -	1,211.00	\$ 242.20		\$ -
3. Rain Garden Excavation	CY	37	\$ 4.00	\$ 148.00	37.00	\$ 148.00		\$ -	37.00	\$ 148.00		\$ -
4. Planting Soil (Amended Soil)	CY	45	\$ 30.00	\$ 1,350.00	45.00	\$ 1,350.00		\$ -	45.00	\$ 1,350.00		\$ -
5. 12 in HDPE Soid	LF	256	\$ 35.00	\$ 8,960.00	256.00	\$ 8,960.00		\$ -	256.00	\$ 8,960.00		\$ -
6. 4 in perforated PVC Underdrain (inc. stone and GT)	LF	74	\$ 15.00	\$ 1,110.00	74.00	\$ 1,110.00		\$ -	74.00	\$ 1,110.00		\$ -
7. Rain Garden Seeding	SF	1,211	\$ 0.50	\$ 605.50		\$ -		\$ -		\$ -	1,211.00	\$ 605.50
8. 12 inch CMP Driveway Culvert	LF	34	\$ 45.00	\$ 1,530.00		\$ -		\$ -		\$ -	34.00	\$ 1,530.00
9. Flared End Section	EA	4	\$ 150.00	\$ 600.00	4.00	\$ 600.00		\$ -	4.00	\$ 600.00		\$ -
10. R-3 Apron	SY	8	\$ 75.00	\$ 600.00	8.00	\$ 600.00		\$ -	8.00	\$ 600.00		\$ -
<b>C. SITE IMPROVEMENTS</b>												
1. Driveway 4 inch 2A Subbase	SY	328	\$ 6.50	\$ 2,129.83	164.00	\$ 1,066.00		\$ -	164.00	\$ 1,066.00	163.67	\$ 1,063.83
2. Driveway 2 inch Wearing Course	SY	328	\$ 12.00	\$ 3,932.00		\$ -		\$ -		\$ -	327.67	\$ 3,932.00
3. Concrete Walkway (4 inch 2A, 4 inch concrete)	SF	319	\$ 15.00	\$ 4,785.00	319.00	\$ 4,785.00		\$ -	319.00	\$ 4,785.00		\$ -
4. Sanitary Lateral - 4 inch SDR 35 (site only)	LF	225	\$ 15.00	\$ 3,375.00	225.00	\$ 3,375.00		\$ -	225.00	\$ 3,375.00		\$ -
5. Sanitary Cleanout (site only)	EA	8	\$ 75.00	\$ 600.00	8.00	\$ 600.00		\$ -	8.00	\$ 600.00		\$ -
6. Water Service - 1 inch Type K Soft Copper (site only)	LF	196	\$ 35.00	\$ 6,860.00	196.00	\$ 6,860.00		\$ -	196.00	\$ 6,860.00		\$ -
7. Top Soil Placement and Fine Grading	SF	27,644	\$ 0.25	\$ 6,911.10	13,822.40	\$ 3,455.60		\$ -	13,822.40	\$ 3,455.60	13,822.00	\$ 3,455.50
8. Road Restoration	SF	500	\$ 10.00	\$ 5,000.00	500.00	\$ 5,000.00		\$ -	500.00	\$ 5,000.00		\$ -
<b>D. LANDSCAPING</b>												
1. Shade Trees - 3 inch caliper	EA	5	\$ 600.00	\$ 3,000.00		\$ -		\$ -		\$ -	5.00	\$ 3,000.00
2. Evergreen Trees - 8 ft height	EA	9	\$ 550.00	\$ 4,950.00		\$ -		\$ -		\$ -	9.00	\$ 4,950.00
3. Ornamental Trees - 2 inch caliper	EA	10	\$ 400.00	\$ 4,000.00		\$ -		\$ -		\$ -	10.00	\$ 4,000.00
5. Shrubs	EA	31	\$ 90.00	\$ 2,790.00		\$ -		\$ -		\$ -	31.00	\$ 2,790.00
6. Permanent Seeding	LS	1	\$ 5,000.00	\$ 5,000.00		\$ -		\$ -		\$ -	1.00	\$ 5,000.00
<b>E. MISCELLANEOUS</b>												
1. Concrete Monument	EA	2	\$ 750.00	\$ 1,500.00		\$ -		\$ -		\$ -	2.00	\$ 1,500.00
2. As-Built Plan	LS	1	\$ 3,000.00	\$ 3,000.00		\$ -		\$ -		\$ -	1.00	\$ 3,000.00



# ESCROW RELEASE NO.: 1

DATE PREPARED: 27-Dec-2022

PROJECT NAME: 1109 Vilsmeier Rd. - Walnut Knoll 2 Lot Subdivision	TOTAL ENG/INSP/LEGAL (CASH ESCROW): \$ 8,900.00	MONTGOMERY TOWNSHIP
DEVELOPER: Caracausa Building and Development, Inc.	TOTAL ADMINISTRATION (CASH ESCROW): \$ 5,000.00	TOWNSHIP NO.: LDS-713
ESCROW AGENT: Montgomery Township		G&A PROJECT NO.: 2021-02038
TYPE OF SECURITY: Cash	MAINTENANCE BOND AMOUNT (15%): \$ 13,304.42	AGREEMENT DATE: 26-May-2022

SUMMARY OF IMPROVEMENT ESCROW ACCOUNT	TOTAL COST	RELEASE REQUESTS			BALANCE
		CURRENT	PRIOR	TOTAL	
CONSTRUCTION	\$ 88,696.13	\$ 52,619.30	\$ -	\$ 52,619.30	\$ 36,076.83
ANNUAL 10% CONSTRUCTION COST INCREASE (Balance as of mm/dd/yy = \$x.xx)	\$ -	\$ -	\$ -	\$ -	\$ -
CONTINGENCY (10%)	\$ 8,869.61	\$ -	\$ -	\$ -	\$ 8,869.61
TOTAL	\$ 97,565.74	\$ 52,619.30	\$ -	\$ 52,619.30	\$ 44,946.44

CONSTRUCTION ITEMS	UNIT	QUANTITY	UNIT COST	TOTAL COST	CURRENT REQUEST		PRIOR REQUESTS		TOTAL REQUESTS (incl. current release)		AVAILABLE FOR RELEASE (incl. current release)	
					QTY	COST	QTY	COST	QTY	COST	QTY	COST
F. ANNUAL CONSTRUCTION COST INCREASE PER PA MPC §509(h)												
1. 10% Annual Construction Cost Increase	LS		\$ -	\$ -		\$ -		\$ -		\$ -		\$ -
(Balance as of mm/dd/yy - \$x.xx)												
G. CONTINGENCY												
1. 10% Contingency	LS	1	\$ 8,869.61	\$ 8,869.61		\$ -		\$ -		\$ -	1.00	\$ 8,869.61
(Released upon certification of completion and receipt of Maintenance Bond)												

## NOTES:

2021-06-14

Initial construction cost issued for Development Agreement. HCE plans last revised 5/18/2021





**DAVID J. CARACAUSA**  
Home Builder/Principal

P.O. Box 1055  
North Wales, PA 19454  
**CELL (215) 699-2600**  
[davide@cbprem.com](mailto:davide@cbprem.com)

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To: Montgomery Township- Bruce Swope  
Gilmore and Assoc. – Jim Dougherty & Brian Dusault

From: Cornerstone Premier Homes- David J. Caracausa

Re: Walnut Knoll- Vilsmeier Road -Release of Escrow Request #1

Date 12/12/22

I have attached a copy of the of the escrow breakdown with the line items highlighted that have been completed or will be completed by 12/19/22. As such, I am requesting the funds for the same to be released. The total release amount is \$65,199.80

Please let me know if there are any questions and appreciate your assistance in processing the release.

Dave

**[www.cphnewhomes.com](http://www.cphnewhomes.com)**

*"Building Homes that Exceed our Homeowners' Visions and Expectations"*

# DEVELOPER REQUEST

## SUMMARY OF IMPROVEMENT ESCROW ACCOUNT

DATE PREPARED: 14-Jun-2021

PROJECT NAME: 1109 Vilsmeier Rd. - Walnut Knoll 2 Lot Subdivision	TOTAL ENG/INSP/LEGAL (CASH ESCROW): \$ 8,900.00	MONTGOMERY TOWNSHIP
DEVELOPER: Caracausa Building and Development, Inc.	TOTAL ADMINISTRATION (CASH ESCROW): \$ 5,000.00	TOWNSHIP NO.: LDS-713
ESCROW AGENT:		G&A PROJECT NO.: 2021-02038
TYPE OF SECURITY:	MAINTENANCE BOND AMOUNT (15%): \$ 13,304.42	AGREEMENT DATE:

SUMMARY OF IMPROVEMENT ESCROW ACCOUNT	TOTAL COST	RELEASE REQUESTS			BALANCE
		CURRENT	PRIOR	TOTAL	
CONSTRUCTION	\$ 88,696.13	\$ -	\$ -	\$ -	\$ 88,696.13
ANNUAL 10% CONSTRUCTION COST INCREASE (Balance as of mm/dd/yy = \$x.xx)	\$ -	\$ -	\$ -	\$ -	\$ -
CONTINGENCY (10%)	\$ 8,869.61	\$ -	\$ -	\$ -	\$ 8,869.61
TOTAL	\$ 97,565.74	\$ -	\$ -	\$ -	\$ 97,565.74

CONSTRUCTION ITEMS	UNIT	QUANTITY	UNIT COST	TOTAL COST	CURRENT REQUEST		PRIOR REQUESTS		TOTAL REQUESTS (incl. current release)		AVAILABLE FOR RELEASE (incl. current release)	
					QTY	COST	QTY	COST	QTY	COST	QTY	COST
<b>A. EROSION CONTROL</b>												
1. Construction Entrance	EA	2	\$ 1,500.00	\$ 3,000.00		\$ -		\$ -		\$ -	2.00	\$ 3,000.00
2. Concrete Washout	EA	1	\$ 500.00	\$ 500.00		\$ -		\$ -		\$ -	1.00	\$ 500.00
3. Inlet Protection	EA	4	\$ 85.00	\$ 340.00		\$ -		\$ -		\$ -	4.00	\$ 340.00
4. 12 inch Silt Sock	LF	326	\$ 2.50	\$ 815.00		\$ -		\$ -		\$ -	326.00	\$ 815.00
5. 18 inch Silt Sock	LF	92	\$ 3.50	\$ 322.00		\$ -		\$ -		\$ -	92.00	\$ 322.00
6. Tree Protection Fence	LF	827	\$ 1.50	\$ 1,240.50		\$ -		\$ -		\$ -	827.00	\$ 1,240.50
7. E&S Maintenance & Removal	LS	1	\$ 2,500.00	\$ 2,500.00		\$ -		\$ -		\$ -	1.00	\$ 2,500.00
<b>B. STORMWATER MANAGEMENT</b>												
1. 2 ft x 2 ft Concrete Inlet	EA	4	\$ 1,750.00	\$ 7,000.00		\$ -		\$ -		\$ -	4.00	\$ 7,000.00
2. Filter Fabric Lining	SF	1,211	\$ 0.20	\$ 242.20		\$ -		\$ -		\$ -	1,211.00	\$ 242.20
3. Rain Garden Excavation	CY	37	\$ 4.00	\$ 148.00		\$ -		\$ -		\$ -	37.00	\$ 148.00
4. Planting Soil (Amended Soil)	CY	45	\$ 30.00	\$ 1,350.00		\$ -		\$ -		\$ -	45.00	\$ 1,350.00
5. 12 in HDPE Soid	LF	256	\$ 35.00	\$ 8,960.00		\$ -		\$ -		\$ -	256.00	\$ 8,960.00
6. 4 in perforated PVC Underdrain (inc. stone and GT)	LF	74	\$ 15.00	\$ 1,110.00		\$ -		\$ -		\$ -	74.00	\$ 1,110.00
7. Rain Garden Seeding	SF	1,211	\$ 0.50	\$ 605.50		\$ -		\$ -		\$ -	1,211.00	\$ 605.50
8. 12 inch CMP Driveway Culvert	LF	34	\$ 45.00	\$ 1,530.00		\$ -		\$ -		\$ -	34.00	\$ 1,530.00
9. Flared End Section	EA	4	\$ 150.00	\$ 600.00		\$ -		\$ -		\$ -	4.00	\$ 600.00
10. R-3 Apron	SY	8	\$ 75.00	\$ 600.00		\$ -		\$ -		\$ -	8.00	\$ 600.00
<b>C. SITE IMPROVEMENTS</b>												
1. Driveway 4 inch 2A Subbase	SY	328	\$ 6.50	\$ 2,129.83		\$ -		\$ -		\$ -	327.67	\$ 2,129.83
2. Driveway 2 inch Wearing Course	SY	328	\$ 12.00	\$ 3,932.00		\$ -		\$ -		\$ -	327.67	\$ 3,932.00
3. Concrete Walkway (4 inch 2A, 4 inch concrete)	SF	319	\$ 15.00	\$ 4,785.00		\$ -		\$ -		\$ -	319.00	\$ 4,785.00
4. Sanitary Lateral - 4 inch SDR 35 (site only)	LF	225	\$ 15.00	\$ 3,375.00		\$ -		\$ -		\$ -	225.00	\$ 3,375.00
5. Sanitary Cleanout (site only)	EA	8	\$ 75.00	\$ 600.00		\$ -		\$ -		\$ -	8.00	\$ 600.00
6. Water Service - 1 inch Type K Soft Copper (site only)	LF	196	\$ 35.00	\$ 6,860.00		\$ -		\$ -		\$ -	196.00	\$ 6,860.00
7. Top Soil Placement and Fine Grading	SF	27,644	\$ 0.25	\$ 6,911.10		\$ -		\$ -		\$ -	27,644.40	\$ 6,911.10
8. Road Restoration	SF	500	\$ 10.00	\$ 5,000.00		\$ -		\$ -		\$ -	500.00	\$ 5,000.00
<b>D. LANDSCAPING</b>												
1. Shade Trees - 3 inch caliper	EA	5	\$ 600.00	\$ 3,000.00		\$ -		\$ -		\$ -	5.00	\$ 3,000.00
2. Evergreen Trees - 8 ft height	EA	9	\$ 550.00	\$ 4,950.00		\$ -		\$ -		\$ -	9.00	\$ 4,950.00
3. Ornamental Trees - 2 inch caliper	EA	10	\$ 400.00	\$ 4,000.00		\$ -		\$ -		\$ -	10.00	\$ 4,000.00
5. Shrubs	EA	31	\$ 90.00	\$ 2,790.00		\$ -		\$ -		\$ -	31.00	\$ 2,790.00
6. Permanent Seeding	LS	1	\$ 5,000.00	\$ 5,000.00		\$ -		\$ -		\$ -	1.00	\$ 5,000.00
<b>E. MISCELLANEOUS</b>												
1. Concrete Monument	EA	2	\$ 750.00	\$ 1,500.00		\$ -		\$ -		\$ -	2.00	\$ 1,500.00
2. As-Built Plan	LS	1	\$ 3,000.00	\$ 3,000.00		\$ -		\$ -		\$ -	1.00	\$ 3,000.00

# DEVELOPER REQUEST

## SUMMARY OF IMPROVEMENT ESCROW ACCOUNT

DATE PREPARED: 14-Jun-2021

PROJECT NAME: 1109 Vilsmeier Rd. - Walnut Knoll 2 Lot Subdivision	TOTAL ENG/INSP/LEGAL (CASH ESCROW): \$ 8,900.00	MONTGOMERY TOWNSHIP
DEVELOPER: Caracausa Building and Development, Inc.	TOTAL ADMINISTRATION (CASH ESCROW): \$ 5,000.00	TOWNSHIP NO.: LDS-713
ESCROW AGENT:		G&A PROJECT NO.: 2021-02038
TYPE OF SECURITY:	MAINTENANCE BOND AMOUNT (15%): \$ 13,304.42	AGREEMENT DATE:

SUMMARY OF IMPROVEMENT ESCROW ACCOUNT	TOTAL COST	RELEASE REQUESTS			BALANCE
		CURRENT	PRIOR	TOTAL	
CONSTRUCTION	\$ 88,696.13	\$ -	\$ -	\$ -	\$ 88,696.13
ANNUAL 10% CONSTRUCTION COST INCREASE (Balance as of mm/dd/yy = \$x.xx)	\$ -	\$ -	\$ -	\$ -	\$ -
CONTINGENCY (10%)	\$ 8,869.61	\$ -	\$ -	\$ -	\$ 8,869.61
TOTAL	\$ 97,565.74	\$ -	\$ -	\$ -	\$ 97,565.74

5927

CONSTRUCTION ITEMS	UNIT	QUANTITY	UNIT COST	TOTAL COST	CURRENT REQUEST		PRIOR REQUESTS		TOTAL REQUESTS (incl. current release)		AVAILABLE FOR RELEASE (incl. current release)	
					QTY	COST	QTY	COST	QTY	COST	QTY	COST
F. ANNUAL CONSTRUCTION COST INCREASE PER PA MPC §509(h)												
1. 10% Annual Construction Cost Increase	LS		\$ -	\$ -		\$ -		\$ -		\$ -		\$ -
(Balance as of mm/dd/yy - \$x.xx)												
G. CONTINGENCY												
1. 10% Contingency	LS	1	\$ 8,869.61	\$ 8,869.61		\$ -		\$ -		\$ -	1.00	\$ 8,869.61
(Released upon certification of completion and receipt of Maintenance Bond)												

### NOTES:

2021-06-14

Initial construction cost issued for Development Agreement. HCE plans last revised 5/18/2021

Release request is for completed items which is the amounts highlighted that total \$ 65,199.80

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS  
**BOARD ACTION SUMMARY**

Item # **3b.**

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SUBJECT: Construction Escrow Release No. 3 – CSW Luxor VII  
Montgomeryville, L.P. – Westrum Montgomeryville (LDS 717)  
MEETING DATE: January 3, 2023  
BOARD LIAISON: Chairwoman  
INITIATED BY: Carolyn McCreary, Township Manager

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**BACKGROUND:**

Attached is a construction escrow release requested by CSW Luxor VII Montgomeryville, L.P. for Westrum Montgomeryville (415 Stump Road, North Wales) as recommended by the Township Engineer.

The original amount of the escrow was \$4,163,396.33, held as a Tri-Party Agreement with the Township. This is the third release and is in the amount of \$95,800.50. The new balance would be \$3,056,477.20.

**MOTION/RESOLUTION:**

**Motion** to authorize as part of the consent agenda



**GILMORE & ASSOCIATES, INC.**  
ENGINEERING & CONSULTING SERVICES

December 12, 2022

File No. 2015-04049-02

Carolyn McCreary, Township Manager  
Montgomery Township  
1001 Stump Road  
Montgomeryville, PA 18936-9605

Reference: Westrum Montgomeryville – 425 Stump Road – LDS#717  
Escrow Release 3

Dear Carolyn:

We have received and reviewed the Request for Escrow Release for the above-referenced project. This letter is to certify that the improvements noted on the enclosed escrow summary in the amount of \$95,800.50 have been completed. Please find enclosed a copy of our escrow calculations and the application for release of funds for your use.

Note the difference between the amount requested by the developer and the amount we recommend is that the requested amount of topsoil respread (line item B.4) has not been completed.

Please be advised that these improvements will be subject to a final inspection prior to dedication and again at the end of the maintenance period. Any deficiencies will be required to be corrected by the developer.

Should you have any further questions or require any additional information, please do not hesitate to contact our office.

Sincerely,

James P. Dougherty, P.E.  
Senior Project Manager  
Gilmore & Associates, Inc.

JPD/sl

Enclosure: Release of Escrow Form (12/12/22), Summary of Improvement Escrow Account (12/12/22),  
Developer's Request (12/2/22)

cc: Bruce S. Shoupe, Director of Planning and Zoning – Montgomery Township  
Marianne McConnell, Deputy Zoning Officer – Montgomery Township  
Mary Gambino, Project Coordinator – Montgomery Township  
Bill Wiegman, Director of Fire Services – Montgomery Township  
Sean Kilkenny, Esq., Solicitor – Kilkenny Law  
Michael Maier – Commerce Pursuit Capital, L.P. – Applicant  
Jon Herzog – Commerce Pursuit Capital, L.P. – Applicant  
Carrie B. Nase-Poust, Esq. – Fox Rothschild. LLP  
Anthony Caponigro, P.E. – Kimley-Horn and Associates, Inc.

65 East Butler Avenue | Suite 100 | New Britain, PA 18901 | Phone: 215-345-4330 | Fax: 215-345-8606

## RELEASE OF ESCROW FORM

James P. Dougherty, P.E.  
Senior Project Manager  
Gilmore & Associates, Inc.  
65 East Butler Avenue, Suite 100  
New Britain, PA 18901  
215-345-4330

Date: 12/02/2022

Development: Westrum Montgomeryville - 415 Stump Road - LDS-717

G&A Project #: 2015-04049-02

Release #: 3

Dear Mr. Dougherty:

This is an escrow release request in the amount of \$97,800.00. Enclosed is a copy of our escrow spreadsheet with the quantities noted.

### **ESCROW RELEASE REQUESTS ARE LIMITED TO ONE PER MONTH.**

Ms. Carolyn McCreary  
Township Manager  
Montgomery Township  
1001 Stump Road  
Montgomeryville, PA 18936

Date: 12/12/2022

Dear Ms. McCreary:

We have reviewed the developer's request for an escrow release. We therefore, recommend that \$95,800.50 be released. These improvements will be subject to a final observation prior to dedication and again at the end of the maintenance period. Any deficiencies will be required to be corrected by the developer.

James P. Dougherty 12/12/2022  
James P. Dougherty, P.E., Senior Project Manager, Gilmore & Associates, Inc.

Resolution # \_\_\_\_\_

WHEREAS, a request for release of escrow was received from CSW Luxor VII Montgomeryville, L.P. for Westrum Montgomeryville - 415 Stump Road - LDS-717, in the amount of \$97,800.00, on the representation that work set forth in the Land Development Agreement to the extent has been completed and; WHEREAS, said request has been reviewed by the Township Engineer who recommends release of \$95,800.50; NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of Montgomery Township that we do hereby authorize release of \$95,800.50; in accordance with the developer's request, and the officers of the Township are authorized to take the necessary action to obtain release of said sum.  
BE IT FURTHER RESOLVED that Township records indicate that escrow has been deposited via Tri-Party Agreement with Montgomery Township in total sum of \$4,163,396.33 pursuant to a signed Land Development Agreement and that \$1,011,118.63 has previously been released from escrow. Therefore, the action of the Board releasing said sum leaves a new balance of \$3,056,477.20 in escrow.

MOTION BY: \_\_\_\_\_

VOTE: \_\_\_\_\_

SECOND BY: \_\_\_\_\_

DATED: \_\_\_\_\_

RELEASED BY: \_\_\_\_\_

Department Director



PROJECT NAME: Westrum Montgomeryville - 415 Stump Road TOTAL ENG/INSP/LEGAL (CASH ESCROW): \$ 45,000.00 MONTGOMERY TOWNSHIP  
DEVELOPER: CSW Luxor VII Montgomeryville, L.P. TOTAL ADMINISTRATION (CASH ESCROW): \$ 5,000.00 TOWNSHIP NO.: LDS-717  
ESCROW AGENT: Mid Penn Bank AGREEMENT DATE: 2015-04049-02  
TYPE OF SECURITY: Tri-Party Agreement MAINTENANCE BOND AMOUNT (15%): \$ 567,735.86

SUMMARY OF IMPROVEMENT ESCROW ACCOUNT	TOTAL COST	RELEASE REQUESTS			BALANCE
		CURRENT	PRIOR	TOTAL	
CONSTRUCTION	\$3,764,905.75	\$ 95,800.50	\$ 922,035.25	\$ 1,017,835.75	\$ 2,767,070.00
ANNUAL 10% CONSTRUCTION COST INCREASE (Balance as of mm/dd/yyyy - \$x,xxx.xx)	\$ -	\$ -	\$ -	\$ -	\$ -
CONTINGENCY (10%)	\$ 378,490.58	\$ -	\$ 89,083.38	\$ 89,083.38	\$ 289,407.20
TOTAL	\$ 4,163,396.33	\$ 95,800.50	\$ 1,011,118.63	\$ 1,106,919.13	\$ 3,056,477.20

CONSTRUCTION ITEMS					UNIT	QUANTITY	UNIT COST	TOTAL COST	CURRENT REQUEST		PRIOR REQUESTS		TOTAL REQUESTS (incl. current release)		AVAILABLE FOR RELEASE (incl. current release)				
									QTY	COST	QTY	COST	QTY	COST	QTY	COST			
<b>A. SOIL EROSION AND SEDIMENT CONTROL</b>																			
1.	12" Silt Sock	LF	3,068	\$	8.00	\$	24,544.00		\$	-	563.00	\$	4,504.00	563.00	\$	4,504.00	2,505.00	\$	20,040.00
2.	18" Silt Sock	LF	209	\$	8.50	\$	1,776.50		\$	-	141.00	\$	1,198.50	141.00	\$	1,198.50	68.00	\$	578.00
3.	24" Silt Sock	LF	296	\$	9.00	\$	2,664.00		\$	-	296.00	\$	2,664.00	296.00	\$	2,664.00		\$	-
4.	CFS Sediment Trap	LF	363	\$	45.00	\$	16,335.00		\$	-	363.00	\$	16,335.00	363.00	\$	16,335.00		\$	-
5.	Rock Construction Entrance	EA	1	\$	3,500.00	\$	3,500.00		\$	-	1.00	\$	3,500.00	1.00	\$	3,500.00		\$	-
6.	Concrete Washout	EA	1	\$	850.00	\$	850.00		\$	-		\$	-		\$	-	1.00	\$	850.00
7.	Erosion Control Blankets	SY	2,778	\$	2.25	\$	6,250.50		\$	-		\$	-		\$	-	2,778.00	\$	6,250.50
8.	Inlet Protection	EA	13	\$	150.00	\$	1,950.00		\$	-		\$	-		\$	-	13.00	\$	1,950.00
<b>B. EARTHWORK</b>																			
1.	Strip Topsoil and Stockpile/Remove	SY	27,500	\$	3.00	\$	82,500.00	26,000.00	\$	78,000.00		\$	-	26,000.00	\$	78,000.00	1,500.00	\$	4,500.00
2.	Cut Fill & Compact/Remove	CY	25,000	\$	2.50	\$	62,500.00	4,800.00	\$	12,000.00		\$	-	4,800.00	\$	12,000.00	20,200.00	\$	50,500.00
3.	Rough Grade Site	SF	225,000	\$	0.75	\$	168,750.00	1,734.00	\$	1,300.50		\$	-	1,734.00	\$	1,300.50	223,266.00	\$	167,449.50
4.	Respread Topsoil	LS	1	\$	7,500.00	\$	7,500.00		\$	-		\$	-		\$	-	1.00	\$	7,500.00
<b>C. UTILITIES</b>																			
1.	6" PVC (With Backfill)	LF	38	\$	50.00	\$	1,900.00		\$	-		\$	-		\$	-	38.00	\$	1,900.00
2.	8" PVC (With Backfill)	LF	1,267	\$	75.00	\$	95,025.00		\$	-		\$	-		\$	-	1,267.00	\$	95,025.00
3.	Sewer Manhole	EA	9	\$	5,000.00	\$	45,000.00		\$	-		\$	-		\$	-	9.00	\$	45,000.00
4.	Sewer Testing/Televise	LS	1	\$	3,500.00	\$	3,500.00		\$	-		\$	-		\$	-	1.00	\$	3,500.00
5.	4" DIP Water Line	LF	232	\$	40.00	\$	9,280.00		\$	-		\$	-		\$	-	232.00	\$	9,280.00
6.	6" DIP Water Line	LF	1,169	\$	60.00	\$	70,140.00		\$	-		\$	-		\$	-	1,169.00	\$	70,140.00
7.	8" DIP Water	LF	300	\$	75.00	\$	22,500.00		\$	-		\$	-		\$	-	300.00	\$	22,500.00
8.	Fire Hydrant	EA	1	\$	4,500.00	\$	4,500.00		\$	-		\$	-		\$	-	1.00	\$	4,500.00
9.	Water Misc.	LS	1	\$	10,000.00	\$	10,000.00		\$	-		\$	-		\$	-	1.00	\$	10,000.00
<b>D. STORMWATER</b>																			
1.	4" PVC	LF	548	\$	25.00	\$	13,700.00		\$	-		\$	-		\$	-	548.00	\$	13,700.00
2.	15" HDPE Pipe	LF	304	\$	40.00	\$	12,160.00		\$	-		\$	-		\$	-	304.00	\$	12,160.00
3.	18" HDPE Pipe	LF	219	\$	45.00	\$	9,855.00		\$	-		\$	-		\$	-	219.00	\$	9,855.00
4.	24" HDPE Pipe	LF	352	\$	55.00	\$	19,360.00		\$	-		\$	-		\$	-	352.00	\$	19,360.00
5.	36" HDPE Pipe	LF	79	\$	65.00	\$	5,135.00		\$	-		\$	-		\$	-	79.00	\$	5,135.00
6.	Storm Drain Structure- Onsite Type "C" Inlet	EA	13	\$	2,500.00	\$	32,500.00		\$	-		\$	-		\$	-	13.00	\$	32,500.00
7.	Storm Drain Structure- Manhole	EA	11	\$	4,500.00	\$	49,500.00		\$	-		\$	-		\$	-	11.00	\$	49,500.00
8.	Flared End Sections	EA	1	\$	5,500.00	\$	5,500.00		\$	-		\$	-		\$	-	1.00	\$	5,500.00
9.	Outlet Structure	EA	3	\$	12,000.00	\$	36,000.00		\$	-		\$	-		\$	-	3.00	\$	36,000.00
10.	BMP #1 MRC Bioretention Basin	LS	1	\$	65,000.00	\$	65,000.00		\$	-		\$	-		\$	-	1.00	\$	65,000.00
11.	BMP #2 Dry Extended Detention Basin (36" HDPE & Stone)	LS	1	\$	381,000.00	\$	381,000.00		\$	-		\$	-		\$	-	1.00	\$	381,000.00
12.	BMP #3 Dry Extended Detention Basin (36" HDPE & Stone)	LS	1	\$	287,000.00	\$	287,000.00		\$	-		\$	-		\$	-	1.00	\$	287,000.00
13.	Rip Rap	SY	25	\$	90.00	\$	2,250.00		\$	-		\$	-		\$	-	25.00	\$	2,250.00
14.	Bioretention Planting Soil	CY	293	\$	80.00	\$	23,440.00		\$	-		\$	-		\$	-	293.00	\$	23,440.00
15.	Bioretention Fence	LF	383	\$	35.00	\$	13,405.00		\$	-		\$	-		\$	-	383.00	\$	13,405.00
16.	Level Spreader	LF	147	\$	500.00	\$	73,500.00		\$	-		\$	-		\$	-	147.00	\$	73,500.00



PROJECT NAME: <b>Westrum Montgomeryville - 415 Stump Road</b>	TOTAL ENG/INSP/LEGAL (CASH ESCROW): \$ 45,000.00	MONTGOMERY TOWNSHIP
DEVELOPER: CSW Luxor VII Montgomeryville, L.P.	TOTAL ADMINISTRATION (CASH ESCROW): \$ 5,000.00	TOWNSHIP NO.: LDS-717
ESCROW AGENT: Mid Penn Bank		G&A PROJECT NO.: 2015-0409-02
TYPE OF SECURITY: Tri-Party Agreement	MAINTENANCE BOND AMOUNT (15%): \$ 567,735.86	AGREEMENT DATE: 12-Sep-2022

SUMMARY OF IMPROVEMENT ESCROW ACCOUNT	TOTAL COST	RELEASE REQUESTS			BALANCE
		CURRENT	PRIOR	TOTAL	
CONSTRUCTION	\$3,784,905.75	\$ 95,800.50	\$ 922,035.25	\$ 1,017,835.75	\$ 2,767,070.00
ANNUAL 10% CONSTRUCTION COST INCREASE (Balance as of mm/dd/yyyy - \$x,xxx.xx)	\$ -	\$ -	\$ -	\$ -	\$ -
CONTINGENCY (10%)	\$ 378,490.58	\$ -	\$ 89,083.38	\$ 89,083.38	\$ 289,407.20
<b>TOTAL</b>	<b>\$ 4,163,396.33</b>	<b>\$ 95,800.50</b>	<b>\$ 1,011,118.63</b>	<b>\$ 1,106,919.13</b>	<b>\$ 3,056,477.20</b>

CONSTRUCTION ITEMS	UNIT	QUANTITY	UNIT COST	TOTAL COST	CURRENT REQUEST		PRIOR REQUESTS		TOTAL REQUESTS (incl. current release)		AVAILABLE FOR RELEASE (incl. current release)	
					QTY	COST	QTY	COST	QTY	COST	QTY	COST
<b>E. PAVING AND PARKING AREA</b>												
1. Fine Grade Paving	SY	12,078	\$ 2.75	\$ 33,214.50		\$ -		\$ -		\$ -	12,078.00	\$ 33,214.50
2. 6 in. 2A Subbase	SY	7,906	\$ 7.00	\$ 55,342.00		\$ -		\$ -		\$ -	7,906.00	\$ 55,342.00
3. 8 in. 2A Subbase	SY	4,172	\$ 8.00	\$ 33,376.00		\$ -		\$ -		\$ -	4,172.00	\$ 33,376.00
4. 1.5 in. 25mm Base Course	SY	12,078	\$ 18.00	\$ 217,404.00		\$ -		\$ -		\$ -	12,078.00	\$ 217,404.00
5. Sweep and Tack Coat	SY	12,078	\$ 0.50	\$ 6,039.00		\$ -		\$ -		\$ -	12,078.00	\$ 6,039.00
6. 1.0 in. 9.5mm Wearing Course	SY	12,078	\$ 10.00	\$ 120,780.00		\$ -		\$ -		\$ -	12,078.00	\$ 120,780.00
7. Trail Paving	SY	115	\$ 30.00	\$ 3,450.00		\$ -		\$ -		\$ -	115.00	\$ 3,450.00
8. Proposed Emergency Staging Area	SF	3,246	\$ 6.50	\$ 21,099.00		\$ -		\$ -		\$ -	3,246.00	\$ 21,099.00
9. Joint Seal	LS	1	\$ 2,500.00	\$ 2,500.00		\$ -		\$ -		\$ -	1.00	\$ 2,500.00
<b>F. CONCRETE AND PAVERS</b>												
1. Belgian Block Curb	LF	4,260	\$ 28.00	\$ 119,280.00		\$ -		\$ -		\$ -	4,260.00	\$ 119,280.00
2. Concrete Sidewalk	SF	5,525	\$ 12.00	\$ 66,300.00		\$ -		\$ -		\$ -	5,525.00	\$ 66,300.00
3. Grass Pavers	SF	2,976	\$ 24.00	\$ 71,424.00		\$ -		\$ -		\$ -	2,976.00	\$ 71,424.00
4. ADA Ramps	EA	7	\$ 2,500.00	\$ 17,500.00		\$ -		\$ -		\$ -	7.00	\$ 17,500.00
<b>G. LANDSCAPING</b>												
1. Evergreen Trees	EA	83	\$ 550.00	\$ 45,650.00		\$ -		\$ -		\$ -	83.00	\$ 45,650.00
2. Deciduous Trees	EA	46	\$ 600.00	\$ 27,600.00		\$ -		\$ -		\$ -	46.00	\$ 27,600.00
3. Ornamental Trees	EA	36	\$ 400.00	\$ 14,400.00		\$ -		\$ -		\$ -	36.00	\$ 14,400.00
4. Evergreen Shrubs	EA	103	\$ 90.00	\$ 9,270.00		\$ -		\$ -		\$ -	103.00	\$ 9,270.00
5. Deciduous Shrubs	EA	138	\$ 90.00	\$ 12,420.00		\$ -		\$ -		\$ -	138.00	\$ 12,420.00
6. Ornamental Grasses	EA	280	\$ 15.00	\$ 4,200.00		\$ -		\$ -		\$ -	280.00	\$ 4,200.00
7. Steep Slope Landscaping - Sod	SF	10,981	\$ 0.35	\$ 3,843.35		\$ -		\$ -		\$ -	10,981.00	\$ 3,843.35
8. Steep Slope Landscaping - Gro-Low Sumac	EA	1,625	\$ 10.00	\$ 16,250.00		\$ -		\$ -		\$ -	1,625.00	\$ 16,250.00
9. Turf Grass Seeding	SF	35,002	\$ 0.10	\$ 3,500.20		\$ -		\$ -		\$ -	35,002.00	\$ 3,500.20
10. Mulch	SF	12,568	\$ 0.30	\$ 3,770.40		\$ -		\$ -		\$ -	12,568.00	\$ 3,770.40
11. Ernst Seed Mix - 180-1 (15lb/Acre or 0.0003 lb/SF)	SF	1,653	\$ 0.20	\$ 330.60		\$ -		\$ -		\$ -	1,653.00	\$ 330.60
12. PennDOT Formula L Seed Mix	SF	5,093	\$ 0.15	\$ 763.95		\$ -		\$ -		\$ -	5,093.00	\$ 763.95
<b>H. LIGHTING</b>												
1. On-site Light Fixtures	EA	18	\$ 4,500.00	\$ 81,000.00		\$ -		\$ -		\$ -	18.00	\$ 81,000.00
<b>I. MISCELLANEOUS</b>												
1. Construction Stakeout	LS	1	\$ 10,000.00	\$ 10,000.00	0.45	\$ 4,500.00	0.30	\$ 3,000.00	0.75	\$ 7,500.00	0.25	\$ 2,500.00
2. Traffic & Directional Signage	EA	21	\$ 300.00	\$ 6,300.00		\$ -		\$ -		\$ -	21.00	\$ 6,300.00
3. Pavement Striping	LS	1	\$ 15,000.00	\$ 15,000.00		\$ -		\$ -		\$ -	1.00	\$ 15,000.00
4. As-Built Plans	LS	1	\$ 10,000.00	\$ 10,000.00		\$ -		\$ -		\$ -	1.00	\$ 10,000.00
5. Post-Construction Traffic Study	LS	1	\$ 10,000.00	\$ 10,000.00		\$ -		\$ -		\$ -	1.00	\$ 10,000.00
6. Passenger Vehicle Wheel Stops	EA	20	\$ 125.00	\$ 2,500.00		\$ -		\$ -		\$ -	20.00	\$ 2,500.00
7. Retaining Wall	SF	1,206	\$ 75.00	\$ 90,450.00		\$ -		\$ -		\$ -	1,206.00	\$ 90,450.00
8. Retaining Wall Fencing	LF	238	\$ 50.00	\$ 11,900.00		\$ -		\$ -		\$ -	238.00	\$ 11,900.00
9. Pedestrian Fence	LF	1,427	\$ 35.00	\$ 49,945.00		\$ -		\$ -		\$ -	1,427.00	\$ 49,945.00
10. Emergency Access Drive	SY	540	\$ 50.00	\$ 27,000.00		\$ -		\$ -		\$ -	540.00	\$ 27,000.00



**ESCROW RELEASE NO.: 3**

DATE PREPARED: 12-Dec-2022

PROJECT NAME: <b>Westrum Montgomeryville - 415 Stump Road</b>	TOTAL ENG/INSP/LEGAL (CASH ESCROW): \$ 45,000.00	MONTGOMERY TOWNSHIP
DEVELOPER: CSW Luxor VII Montgomeryville, L.P.	TOTAL ADMINISTRATION (CASH ESCROW): \$ 5,000.00	TOWNSHIP NO.: LDS-717
ESCROW AGENT: Mid Penn Bank		G&A PROJECT NO.: 2015-04049-02
TYPE OF SECURITY: Tri-Party Agreement	MAINTENANCE BOND AMOUNT (15%): \$ 567,735.86	AGREEMENT DATE: 12-Sep-2022

SUMMARY OF IMPROVEMENT ESCROW ACCOUNT	TOTAL COST	RELEASE REQUESTS			BALANCE
		CURRENT	PRIOR	TOTAL	
CONSTRUCTION	\$3,784,905.75	\$ 95,800.50	\$ 922,035.25	\$ 1,017,835.75	\$ 2,767,070.00
ANNUAL 10% CONSTRUCTION COST INCREASE (Balance as of mm/dd/yyyy - \$x,xxx.xx)	\$ -	\$ -	\$ -	\$ -	\$ -
CONTINGENCY (10%)	\$ 378,490.58	\$ -	\$ 89,083.38	\$ 89,083.38	\$ 289,407.20
TOTAL	\$ 4,163,396.33	\$ 95,800.50	\$ 1,011,118.63	\$ 1,106,919.13	\$ 3,056,477.20

CONSTRUCTION ITEMS		UNIT	QUANTITY	UNIT COST	TOTAL COST	CURRENT REQUEST		PRIOR REQUESTS		TOTAL REQUESTS (incl. current release)		AVAILABLE FOR RELEASE (incl. current release)	
						QTY	COST	QTY	COST	QTY	COST	QTY	COST
<b>J. HOP (Knapp Road &amp; Stump Road)</b>													
<u>SITE CLEARING &amp; DEMOLITION</u>													
1. Class 1 Excavation	CY	675		\$30.00	\$ 20,250.00	\$ -	-	675.00	\$ 20,250.00	675.00	\$ 20,250.00	\$ -	-
2. Class 1B Excavation	CY	627		\$60.00	\$ 37,620.00	\$ -	-	627.00	\$ 37,620.00	627.00	\$ 37,620.00	\$ -	-
<u>ROAD WORK</u>													
3. Plain Cement Concrete Curb	LF	1,740	\$	100.00	\$ 174,000.00	\$ -	-	1,740.00	\$ 174,000.00	1,740.00	\$ 174,000.00	\$ -	-
4. 6" Subbase 2A	SY	950	\$	14.00	\$ 13,300.00	\$ -	-	950.00	\$ 13,300.00	950.00	\$ 13,300.00	\$ -	-
5. Milling of Bituminous Pavement	SY	4,905	\$	5.00	\$ 24,525.00	\$ -	-	4,905.00	\$ 24,525.00	4,905.00	\$ 24,525.00	\$ -	-
6. 1.5" Wearing Course, SRL-H	SY	6,388	\$	20.00	\$ 127,760.00	\$ -	-	6,388.00	\$ 127,760.00	6,388.00	\$ 127,760.00	\$ -	-
7. 2.5" Binder Course	SY	950	\$	30.00	\$ 28,500.00	\$ -	-	950.00	\$ 28,500.00	950.00	\$ 28,500.00	\$ -	-
8. 6" Base Course	SY	950	\$	60.00	\$ 57,000.00	\$ -	-	950.00	\$ 57,000.00	950.00	\$ 57,000.00	\$ -	-
9. Class A Cement Concrete	SY	223	\$	50.00	\$ 11,150.00	\$ -	-	223.00	\$ 11,150.00	223.00	\$ 11,150.00	\$ -	-
10. Detectable Warning Surfaces	SF	105	\$	60.00	\$ 6,300.00	\$ -	-	105.00	\$ 6,300.00	105.00	\$ 6,300.00	\$ -	-
11. Tack Coat	SY	5,855	\$	0.50	\$ 2,927.50	\$ -	-	5,855.00	\$ 2,927.50	5,855.00	\$ 2,927.50	\$ -	-
12. Type 31-S Guide Rail	LF	140	\$	55.00	\$ 7,700.00	\$ -	-	140.00	\$ 7,700.00	140.00	\$ 7,700.00	\$ -	-
13. Relocate Fire Hydrant	EA	1	\$	7,500.00	\$ 7,500.00	\$ -	-	1.00	\$ 7,500.00	1.00	\$ 7,500.00	\$ -	-
14. Utility Pole Relocations	EA	1	\$	25,000.00	\$ 25,000.00	\$ -	-	1.00	\$ 25,000.00	1.00	\$ 25,000.00	\$ -	-
<u>PAVEMENT MARKINGS &amp; SIGNING</u>													
15. 4" White Hot Thermoplastic Pavement Marking	LF	445	\$	2.00	\$ 890.00	\$ -	-	445.00	\$ 890.00	445.00	\$ 890.00	\$ -	-
16. 6" White Hot Thermoplastic Pavement Marking	LF	750	\$	3.00	\$ 2,250.00	\$ -	-	750.00	\$ 2,250.00	750.00	\$ 2,250.00	\$ -	-
17. 24" White Hot Thermoplastic Pavement Marking	LF	530	\$	10.00	\$ 5,300.00	\$ -	-	530.00	\$ 5,300.00	530.00	\$ 5,300.00	\$ -	-
18. 4" Yellow Hot Thermoplastic Pavement Marking	LF	3,360	\$	1.50	\$ 5,040.00	\$ -	-	3,360.00	\$ 5,040.00	3,360.00	\$ 5,040.00	\$ -	-
19. 24" Yellow Hot Thermoplastic Pavement Marking	LF	252	\$	10.00	\$ 2,520.00	\$ -	-	252.00	\$ 2,520.00	252.00	\$ 2,520.00	\$ -	-
20. White Hot Thermoplastic Pavement Marking Legend (Right)	EA	1	\$	175.00	\$ 175.00	\$ -	-	1.00	\$ 175.00	1.00	\$ 175.00	\$ -	-
21. White Hot Thermoplastic Pavement Marking Legend (Only)	EA	4	\$	175.00	\$ 700.00	\$ -	-	4.00	\$ 700.00	4.00	\$ 700.00	\$ -	-
22. White Hot Thermoplastic Pavement Marking Legend (Left)	EA	3	\$	175.00	\$ 525.00	\$ -	-	3.00	\$ 525.00	3.00	\$ 525.00	\$ -	-
23. Sign Assembly	EA	11	\$	250.00	\$ 2,750.00	\$ -	-	11.00	\$ 2,750.00	11.00	\$ 2,750.00	\$ -	-
<u>TRAFFIC SIGNAL</u>													
24. Traffic Signal Wiring	LF	1,525	\$	2.25	\$ 3,431.25	\$ -	-	1,525.00	\$ 3,431.25	1,525.00	\$ 3,431.25	\$ -	-
25. Traffic Signal Conduit & Backfill	LF	825	\$	60.00	\$ 49,500.00	\$ -	-	825.00	\$ 49,500.00	825.00	\$ 49,500.00	\$ -	-
26. Traffic Signal Junction Box, JB-27	EA	2	\$	650.00	\$ 1,300.00	\$ -	-	2.00	\$ 1,300.00	2.00	\$ 1,300.00	\$ -	-
27. Traffic Signal Head, 3-Section (12" Lense)	EA	2	\$	825.00	\$ 1,650.00	\$ -	-	2.00	\$ 1,650.00	2.00	\$ 1,650.00	\$ -	-
28. Traffic Signal Support, 14" Pedestral	EA	4	\$	7,500.00	\$ 30,000.00	\$ -	-	4.00	\$ 30,000.00	4.00	\$ 30,000.00	\$ -	-
29. Accessible Pedestrian Push Button	EA	4	\$	1,250.00	\$ 5,000.00	\$ -	-	4.00	\$ 5,000.00	4.00	\$ 5,000.00	\$ -	-
30. LED Countdown Ped Signal Heads	EA	4	\$	750.00	\$ 3,000.00	\$ -	-	4.00	\$ 3,000.00	4.00	\$ 3,000.00	\$ -	-
31. Traffic Signal Signage, Structure Mounted	SF	34	\$	55.00	\$ 1,870.00	\$ -	-	34.00	\$ 1,870.00	34.00	\$ 1,870.00	\$ -	-
<u>STORM DRAIN AND STORMWATER MANAGEMENT</u>													
32. 18" RCP Pipe	LF	414	\$	100.00	\$ 41,400.00	\$ -	-	414.00	\$ 41,400.00	414.00	\$ 41,400.00	\$ -	-
33. Standard Inlet Box - Type C Top	EA	3	\$	3,000.00	\$ 9,000.00	\$ -	-	3.00	\$ 9,000.00	3.00	\$ 9,000.00	\$ -	-
34. Type 5 Inlet Box - Type C Top	EA	1	\$	4,000.00	\$ 4,000.00	\$ -	-	1.00	\$ 4,000.00	1.00	\$ 4,000.00	\$ -	-
35. Type 6 Inlet Box - Type C Top	EA	1	\$	5,000.00	\$ 5,000.00	\$ -	-	1.00	\$ 5,000.00	1.00	\$ 5,000.00	\$ -	-
36. Storm Drain Structure- Manhole	EA	1	\$	4,500.00	\$ 4,500.00	\$ -	-	1.00	\$ 4,500.00	1.00	\$ 4,500.00	\$ -	-



**ESCROW RELEASE NO.: 3**  
DATE PREPARED: 12-Dec-2022

PROJECT NAME: <b>Westrum Montgomeryville - 415 Stump Road</b>	TOTAL ENG/INSP/LEGAL (CASH ESCROW): \$ 45,000.00	MONTGOMERY TOWNSHIP
DEVELOPER: CSW Luxor VII Montgomeryville, L.P.	TOTAL ADMINISTRATION (CASH ESCROW): \$ 5,000.00	TOWNSHIP NO.: LDS-717
ESCROW AGENT: Mid Penn Bank		G&A PROJECT NO.: 2015-04049-02
TYPE OF SECURITY: Tri-Party Agreement	MAINTENANCE BOND AMOUNT (15%): \$ 567,735.86	AGREEMENT DATE: 12-Sep-2022

SUMMARY OF IMPROVEMENT ESCROW ACCOUNT		TOTAL COST	RELEASE REQUESTS			BALANCE
			CURRENT	PRIOR	TOTAL	
CONSTRUCTION		\$3,784,905.75	\$ 95,800.50	\$ 922,035.25	\$ 1,017,835.75	\$ 2,767,070.00
ANNUAL 10% CONSTRUCTION COST INCREASE (Balance as of mm/dd/yyyy - \$x,xxx.xx)		\$ -	\$ -	\$ -	\$ -	\$ -
CONTINGENCY (10%)		\$ 378,490.58	\$ -	\$ 89,083.38	\$ 89,083.38	\$ 289,407.20
TOTAL		\$ 4,163,396.33	\$ 95,800.50	\$ 1,011,118.63	\$ 1,106,919.13	\$ 3,056,477.20

  

CONSTRUCTION ITEMS	UNIT	QUANTITY	UNIT COST	TOTAL COST	CURRENT REQUEST		PRIOR REQUESTS		TOTAL REQUESTS (incl. current release)		AVAILABLE FOR RELEASE (incl. current release)	
					QTY	COST	QTY	COST	QTY	COST	QTY	COST
J. <u>HOP (Knapp Road &amp; Stump Road)</u>												
<u>GENERAL ITEMS</u>												
37. Mobilization	LS	1	\$ 50,000.00	\$ 50,000.00		\$ -	1.00	\$ 50,000.00	1.00	\$ 50,000.00		\$ -
38. Stakeout	LS	1	\$ 7,500.00	\$ 7,500.00		\$ -	1.00	\$ 7,500.00	1.00	\$ 7,500.00		\$ -
39. Maintenance and Protection of Traffic	LS	1	\$ 100,000.00	\$ 100,000.00		\$ -	1.00	\$ 100,000.00	1.00	\$ 100,000.00		\$ -
40. Erosion & Sediment Control	LS	1	\$ 10,000.00	\$ 10,000.00		\$ -	1.00	\$ 10,000.00	1.00	\$ 10,000.00		\$ -
K. <u>ANNUAL CONSTRUCTION COST INCREASE PER PA MPC §509(h)</u>												
1. 10% Annual Construction Cost Increase (Balance as of mm/dd/yyyy - \$x,xxx.xx)	LS	1	\$ -	\$ -		\$ -		\$ -		\$ -	1.00	\$ -
L. <u>CONTINGENCY</u>												
1. 10% Contingency (SITE)	LS	1	\$ 289,407.20	\$ 289,407.20		\$ -		\$ -		\$ -	1.00	\$ 289,407.20
2. 10% Contingency (HOP)	LS	1	\$ 89,083.38	\$ 89,083.38		\$ -	1.00	\$ 89,083.38	1.00	\$ 89,083.38		\$ -
(Released upon certification of completion and receipt of Maintenance Bond)												

**NOTES:**  
 2022-09-09 Initial cost prepared for Agreements.  
 2022-10-03 Release of HOP items held in escrow by PennDOT.

# DEVELOPER'S REQUEST

ESCROW RELEASE #: 3

DATE PREPARED: 2-Dec-2022

PROJECT NAME: <b>Westrum Montgomeryville - 13-17 Bethlehem</b>	TOTAL ENG/INSP/LEGAL (CASH ESCROW): \$ 45,000.00	<b>MONTGOMERY TOWNSHIP</b>
DEVELOPER: CSW Luxor VII Montgomeryville, L.P.	TOTAL ADMINISTRATION (CASH ESCROW): \$ 5,000.00	TOWNSHIP NO.: LDS-717
ESCROW AGENT: Mid Penn Bank		G&A PROJECT NO.: 2015-04049-02
TYPE OF SECURITY: Tri-Party Agreement	MAINTENANCE BOND AMOUNT (15%): \$ 567,735.86	AGREEMENT DATE: 12-Sep-2022

SUMMARY OF IMPROVEMENT ESCROW ACCOUNT	TOTAL COST	RELEASE REQUESTS			BALANCE
		CURRENT	PRIOR	TOTAL	
CONSTRUCTION	\$3,784,905.75	\$ 97,800.00	\$ 922,035.25	\$ 1,019,835.25	\$ 2,765,070.50
ANNUAL 10% CONSTRUCTION COST INCREASE (Balance as of mm/dd/yyyy - \$x,xxx.xx)	\$ -	\$ -	\$ -	\$ -	\$ -
CONTINGENCY (10%)	\$ 378,490.58	\$ -	\$ 89,083.38	\$ 89,083.38	\$ 289,407.20
<b>TOTAL</b>	<b>\$ 4,163,396.33</b>	<b>\$ 97,800.00</b>	<b>\$ 1,011,118.63</b>	<b>\$ 1,108,918.63</b>	<b>\$ 3,054,477.70</b>

CONSTRUCTION ITEMS	UNIT	QUANTITY	UNIT COST	TOTAL COST	CURRENT REQUEST		PRIOR REQUESTS		TOTAL REQUESTS (incl. current release)		AVAILABLE FOR RELEASE (incl. current release)	
					QTY	COST	QTY	COST	QTY	COST	QTY	COST
<b>A. SOIL EROSION AND SEDIMENT CONTROL</b>												
1. 12" Silt Sock	LF	3,068	\$ 8.00	\$ 24,544.00	\$ -		563.00	\$ 4,504.00	563.00	\$ 4,504.00	2,505.00	\$ 20,040.00
2. 18" Silt Sock	LF	209	\$ 8.50	\$ 1,776.50	\$ -		141.00	\$ 1,198.50	141.00	\$ 1,198.50	68.00	\$ 578.00
3. 24" Silt Sock	LF	296	\$ 9.00	\$ 2,664.00	\$ -		296.00	\$ 2,664.00	296.00	\$ 2,664.00		\$ -
4. CFS Sediment Trap	LF	363	\$ 45.00	\$ 16,335.00	\$ -		363.00	\$ 16,335.00	363.00	\$ 16,335.00		\$ -
5. Rock Construction Entrance	EA	1	\$ 3,500.00	\$ 3,500.00	\$ -		1.00	\$ 3,500.00	1.00	\$ 3,500.00		\$ -
6. Concrete Washout	EA	1	\$ 850.00	\$ 850.00	\$ -						1.00	\$ 850.00
7. Erosion Control Blankets	SY	2,778	\$ 2.25	\$ 6,250.50	\$ -						2,778.00	\$ 6,250.50
8. Inlet Protection	EA	13	\$ 150.00	\$ 1,950.00	\$ -						13.00	\$ 1,950.00
<b>B. EARTHWORK</b>												
1. Strip Topsoil and Stockpile/Remove	SY	27,500	\$ 3.00	\$ 82,500.00	\$ 78,000.00				\$ 78,000.00		27,500.00	\$ 4,500.00
2. Cut Fill & Compact/Remove	CY	25,000	\$ 2.50	\$ 62,500.00	\$ 12,000.00				\$ 12,000.00		25,000.00	\$ 50,500.00
3. Rough Grade Site	SF	225,000	\$ 0.75	\$ 168,750.00	\$ 1,300.00				\$ 1,300.00		225,000.00	\$ 167,450.00
4. Respread Topsoil	LS	1	\$ 7,500.00	\$ 7,500.00	\$ 2,000.00				\$ 2,000.00		1.00	\$ 5,500.00
<b>C. UTILITIES</b>												
1. 6" PVC (With Backfill)	LF	38	\$ 50.00	\$ 1,900.00	\$ -				\$ -		38.00	\$ 1,900.00
2. 8" PVC (With Backfill)	LF	1,267	\$ 75.00	\$ 95,025.00	\$ -				\$ -		1,267.00	\$ 95,025.00
3. Sewer Manhole	EA	9	\$ 5,000.00	\$ 45,000.00	\$ -				\$ -		9.00	\$ 45,000.00
4. Sewer Testing/Televise	LS	1	\$ 3,500.00	\$ 3,500.00	\$ -				\$ -		1.00	\$ 3,500.00
5. 4" DIP Water Line	LF	232	\$ 40.00	\$ 9,280.00	\$ -				\$ -		232.00	\$ 9,280.00
6. 6" DIP Water Line	LF	1,169	\$ 60.00	\$ 70,140.00	\$ -				\$ -		1,169.00	\$ 70,140.00
7. 8" DIP Water	LF	300	\$ 75.00	\$ 22,500.00	\$ -				\$ -		300.00	\$ 22,500.00
8. Fire Hydrant	EA	1	\$ 4,500.00	\$ 4,500.00	\$ -				\$ -		1.00	\$ 4,500.00
9. Water Misc.	LS	1	\$ 10,000.00	\$ 10,000.00	\$ -				\$ -		1.00	\$ 10,000.00
<b>D. STORMWATER</b>												
1. 4" PVC	LF	548	\$ 25.00	\$ 13,700.00	\$ -				\$ -		548.00	\$ 13,700.00
2. 15" HDPE Pipe	LF	304	\$ 40.00	\$ 12,160.00	\$ -				\$ -		304.00	\$ 12,160.00
3. 18" HDPE Pipe	LF	219	\$ 45.00	\$ 9,855.00	\$ -				\$ -		219.00	\$ 9,855.00
4. 24" HDPE Pipe	LF	352	\$ 55.00	\$ 19,360.00	\$ -				\$ -		352.00	\$ 19,360.00
5. 36" HDPE Pipe	LF	79	\$ 65.00	\$ 5,135.00	\$ -				\$ -		79.00	\$ 5,135.00
6. Storm Drain Structure- Onsite Type "C" Inlet	EA	13	\$ 2,500.00	\$ 32,500.00	\$ -				\$ -		13.00	\$ 32,500.00
7. Storm Drain Structure- Manhole	EA	11	\$ 4,500.00	\$ 49,500.00	\$ -				\$ -		11.00	\$ 49,500.00
8. Flared End Sections	EA	1	\$ 5,500.00	\$ 5,500.00	\$ -				\$ -		1.00	\$ 5,500.00
9. Outlet Structure	EA	3	\$ 12,000.00	\$ 36,000.00	\$ -				\$ -		3.00	\$ 36,000.00
10. BMP #1 MRC Bioretention Basin	LS	1	\$ 65,000.00	\$ 65,000.00	\$ -				\$ -		1.00	\$ 65,000.00
11. BMP #2 Dry Extended Detention Basin (36" HDPE & Stone)	LS	1	\$ 381,000.00	\$ 381,000.00	\$ -				\$ -		1.00	\$ 381,000.00
12. BMP #3 Dry Extended Detention Basin (36" HDPE & Stone)	LS	1	\$ 287,000.00	\$ 287,000.00	\$ -				\$ -		1.00	\$ 287,000.00
13. Rip Rap	SY	25	\$ 90.00	\$ 2,250.00	\$ -				\$ -		25.00	\$ 2,250.00
14. Bioretention Planting Soil	CY	293	\$ 80.00	\$ 23,440.00	\$ -				\$ -		293.00	\$ 23,440.00
15. Bioretention Fence	LF	383	\$ 35.00	\$ 13,405.00	\$ -				\$ -		383.00	\$ 13,405.00
16. Level Spreader	LF	147	\$ 500.00	\$ 73,500.00	\$ -				\$ -		147.00	\$ 73,500.00

# DEVELOPER'S REQUEST

ESCROW RELEASE #: 3

DATE PREPARED: 2-Dec-2022

PROJECT NAME: Westrum Montgomeryville - 13-17 Bethlehem	TOTAL ENG/INSP/LEGAL (CASH ESCROW): \$ 45,000.00	MONTGOMERY TOWNSHIP
DEVELOPER: CSW Luxor VII Montgomeryville, L.P.	TOTAL ADMINISTRATION (CASH ESCROW): \$ 5,000.00	TOWNSHIP NO.: LDS-717
ESCROW AGENT: Mid Penn Bank		G&A PROJECT NO.: 2015-04049-02
TYPE OF SECURITY: Tri-Party Agreement	MAINTENANCE BOND AMOUNT (15%): \$ 567,735.86	AGREEMENT DATE: 12-Sep-2022

SUMMARY OF IMPROVEMENT ESCROW ACCOUNT				TOTAL COST	RELEASE REQUESTS				BALANCE				
					CURRENT	PRIOR		TOTAL					
CONSTRUCTION				\$3,784,905.75	\$ 97,800.00	\$ 922,035.25		\$ 1,019,835.25	\$ 2,765,070.50				
ANNUAL 10% CONSTRUCTION COST INCREASE (Balance as of mm/dd/yyyy - \$x,xxx.xx)				\$ -	\$ -	\$ -		\$ -	\$ -				
CONTINGENCY (10%)				\$ 378,490.58	\$ -	\$ 89,083.38		\$ 89,083.38	\$ 289,407.20				
TOTAL				\$ 4,163,396.33	\$ 97,800.00	\$ 1,011,118.63		\$ 1,108,918.63	\$ 3,054,477.70				
CONSTRUCTION ITEMS		UNIT	QUANTITY	UNIT COST	TOTAL COST	CURRENT REQUEST		PRIOR REQUESTS		TOTAL REQUESTS (incl. current release)		AVAILABLE FOR RELEASE (incl. current release)	
						QTY	COST	QTY	COST	QTY	COST	QTY	COST
E. <u>PAVING AND PARKING AREA</u>													
1.	Fine Grade Paving	SY	12,078	\$ 2.75	\$ 33,214.50	\$ -	\$ -			\$ -	\$ -	12,078.00	\$ 33,214.50
2.	6 in. 2A Subbase	SY	7,906	\$ 7.00	\$ 55,342.00	\$ -	\$ -			\$ -	\$ -	7,906.00	\$ 55,342.00
3.	8 in. 2A Subbase	SY	4,172	\$ 8.00	\$ 33,376.00	\$ -	\$ -			\$ -	\$ -	4,172.00	\$ 33,376.00
4.	1.5 in. 25mm Base Course	SY	12,078	\$ 18.00	\$ 217,404.00	\$ -	\$ -			\$ -	\$ -	12,078.00	\$ 217,404.00
5.	Sweep and Tack Coat	SY	12,078	\$ 0.50	\$ 6,039.00	\$ -	\$ -			\$ -	\$ -	12,078.00	\$ 6,039.00
6.	1.0 in. 9.5mm Wearing Course	SY	12,078	\$ 10.00	\$ 120,780.00	\$ -	\$ -			\$ -	\$ -	12,078.00	\$ 120,780.00
7.	Trail Paving	SY	115	\$ 30.00	\$ 3,450.00	\$ -	\$ -			\$ -	\$ -	115.00	\$ 3,450.00
8.	Proposed Emergency Staging Area	SF	3,246	\$ 6.50	\$ 21,099.00	\$ -	\$ -			\$ -	\$ -	3,246.00	\$ 21,099.00
9.	Joint Seal	LS	1	\$ 2,500.00	\$ 2,500.00	\$ -	\$ -			\$ -	\$ -	1.00	\$ 2,500.00
F. <u>CONCRETE AND PAVERS</u>													
1.	Belgian Block Curb	LF	4,260	\$ 28.00	\$ 119,280.00	\$ -	\$ -			\$ -	\$ -	4,260.00	\$ 119,280.00
2.	Concrete Sidewalk	SF	5,525	\$ 12.00	\$ 66,300.00	\$ -	\$ -			\$ -	\$ -	5,525.00	\$ 66,300.00
3.	Grass Pavers	SF	2,976	\$ 24.00	\$ 71,424.00	\$ -	\$ -			\$ -	\$ -	2,976.00	\$ 71,424.00
4.	ADA Ramps	EA	7	\$ 2,500.00	\$ 17,500.00	\$ -	\$ -			\$ -	\$ -	7.00	\$ 17,500.00
G. <u>LANDSCAPING</u>													
1.	Evergreen Trees	EA	83	\$ 550.00	\$ 45,650.00	\$ -	\$ -			\$ -	\$ -	83.00	\$ 45,650.00
2.	Deciduous Trees	EA	46	\$ 600.00	\$ 27,600.00	\$ -	\$ -			\$ -	\$ -	46.00	\$ 27,600.00
3.	Ornamental Trees	EA	36	\$ 400.00	\$ 14,400.00	\$ -	\$ -			\$ -	\$ -	36.00	\$ 14,400.00
4.	Evergreen Shrubs	EA	103	\$ 90.00	\$ 9,270.00	\$ -	\$ -			\$ -	\$ -	103.00	\$ 9,270.00
5.	Deciduous Shrubs	EA	138	\$ 90.00	\$ 12,420.00	\$ -	\$ -			\$ -	\$ -	138.00	\$ 12,420.00
6.	Ornamental Grasses	EA	280	\$ 15.00	\$ 4,200.00	\$ -	\$ -			\$ -	\$ -	280.00	\$ 4,200.00
7.	Steep Slope Landscaping - Sod	SF	10,981	\$ 0.35	\$ 3,843.35	\$ -	\$ -			\$ -	\$ -	10,981.00	\$ 3,843.35
8.	Steep Slope Landscaping - Gro-Low Sumac	EA	1,625	\$ 10.00	\$ 16,250.00	\$ -	\$ -			\$ -	\$ -	1,625.00	\$ 16,250.00
9.	Turf Grass Seeding	SF	35,002	\$ 0.10	\$ 3,500.20	\$ -	\$ -			\$ -	\$ -	35,002.00	\$ 3,500.20
10.	Mulch	SF	12,568	\$ 0.30	\$ 3,770.40	\$ -	\$ -			\$ -	\$ -	12,568.00	\$ 3,770.40
11.	Ernst Seed Mix - 180-1 (15lb/Acre or 0.0003 lb/SF)	SF	1,653	\$ 0.20	\$ 330.60	\$ -	\$ -			\$ -	\$ -	1,653.00	\$ 330.60
12.	PennDOT Formula L Seed Mix	SF	5,093	\$ 0.15	\$ 763.95	\$ -	\$ -			\$ -	\$ -	5,093.00	\$ 763.95
H. <u>LIGHTING</u>													
1.	On-site Light Fixtures	EA	18	\$ 4,500.00	\$ 81,000.00	\$ -	\$ -			\$ -	\$ -	18.00	\$ 81,000.00
I. <u>MISCELLANEOUS</u>													
1.	Construction Stakeout	LS	1	\$ 10,000.00	\$ 10,000.00	\$ 4,500.00	\$ -	0.30	\$ 3,000.00	0.30	\$ 7,500.00	0.70	\$ 2,500.00
2.	Traffic & Directional Signage	EA	21	\$ 300.00	\$ 6,300.00	\$ -	\$ -			\$ -	\$ -	21.00	\$ 6,300.00
3.	Pavement Striping	LS	1	\$ 15,000.00	\$ 15,000.00	\$ -	\$ -			\$ -	\$ -	1.00	\$ 15,000.00
4.	As-Built Plans	LS	1	\$ 10,000.00	\$ 10,000.00	\$ -	\$ -			\$ -	\$ -	1.00	\$ 10,000.00
5.	Post-Construction Traffic Study	LS	1	\$ 10,000.00	\$ 10,000.00	\$ -	\$ -			\$ -	\$ -	1.00	\$ 10,000.00
6.	Passenger Vehicle Wheel Stops	EA	20	\$ 125.00	\$ 2,500.00	\$ -	\$ -			\$ -	\$ -	20.00	\$ 2,500.00
7.	Retaining Wall	SF	1,206	\$ 75.00	\$ 90,450.00	\$ -	\$ -			\$ -	\$ -	1,206.00	\$ 90,450.00
8.	Retaining Wall Fencing	LF	238	\$ 50.00	\$ 11,900.00	\$ -	\$ -			\$ -	\$ -	238.00	\$ 11,900.00
9.	Pedestrian Fence	LF	1,427	\$ 35.00	\$ 49,945.00	\$ -	\$ -			\$ -	\$ -	1,427.00	\$ 49,945.00
10.	Emergency Access Drive	SY	540	\$ 50.00	\$ 27,000.00	\$ -	\$ -			\$ -	\$ -	540.00	\$ 27,000.00

# DEVELOPER'S REQUEST

ESCROW RELEASE #: 3  
DATE PREPARED: 2-Dec-2022

PROJECT NAME: Westrum Montgomeryville - 13-17 Bethlehem	TOTAL ENG/INSP/LEGAL (CASH ESCROW): \$ 45,000.00	MONTGOMERY TOWNSHIP
DEVELOPER: CSW Luxor VII Montgomeryville, L.P.	TOTAL ADMINISTRATION (CASH ESCROW): \$ 5,000.00	TOWNSHIP NO.: LDS-717
ESCROW AGENT: Mid Penn Bank		G&A PROJECT NO.: 2015-04049-02
TYPE OF SECURITY: Tri-Party Agreement	MAINTENANCE BOND AMOUNT (15%): \$ 567,735.86	AGREEMENT DATE: 12-Sep-2022

SUMMARY OF IMPROVEMENT ESCROW ACCOUNT	TOTAL COST	RELEASE REQUESTS			BALANCE
		CURRENT	PRIOR	TOTAL	
CONSTRUCTION	\$3,784,905.75	\$ 97,800.00	\$ 922,035.25	\$ 1,019,835.25	\$ 2,765,070.50
ANNUAL 10% CONSTRUCTION COST INCREASE (Balance as of mm/dd/yyyy - \$x,xxx.xx)	\$ -	\$ -	\$ -	\$ -	\$ -
CONTINGENCY (10%)	\$ 378,490.58	\$ -	\$ 89,083.38	\$ 89,083.38	\$ 289,407.20
TOTAL	\$ 4,163,396.33	\$ 97,800.00	\$ 1,011,118.63	\$ 1,108,918.63	\$ 3,054,477.70

CONSTRUCTION ITEMS					UNIT	QUANTITY	UNIT COST	TOTAL COST	CURRENT REQUEST		PRIOR REQUESTS		TOTAL REQUESTS (incl. current release)		AVAILABLE FOR RELEASE (incl. current release)			
									QTY	COST	QTY	COST	QTY	COST	QTY	COST		
J. <u>HOP (Knapp Road &amp; Stump Road)</u>																		
<u>SITE CLEARING &amp; DEMOLITION</u>																		
1.	Class 1 Excavation	CY	675	\$30.00	\$	20,250.00		\$	-	675.00	\$	20,250.00	675.00	\$	20,250.00	\$	-	
2.	Class 1B Excavation	CY	627	\$60.00	\$	37,620.00		\$	-	627.00	\$	37,620.00	627.00	\$	37,620.00	\$	-	
<u>ROAD WORK</u>																		
3.	Plain Cement Concrete Curb	LF	1,740	\$	100.00	\$	174,000.00		\$	-	1,740.00	\$	174,000.00	1,740.00	\$	174,000.00	\$	-
4.	6" Subbase 2A	SY	950	\$	14.00	\$	13,300.00		\$	-	950.00	\$	13,300.00	950.00	\$	13,300.00	\$	-
5.	Milling of Bituminous Pavement	SY	4,905	\$	5.00	\$	24,525.00		\$	-	4,905.00	\$	24,525.00	4,905.00	\$	24,525.00	\$	-
6.	1.5" Wearing Course, SRL-H	SY	6,388	\$	20.00	\$	127,760.00		\$	-	6,388.00	\$	127,760.00	6,388.00	\$	127,760.00	\$	-
7.	2.5" Binder Course	SY	950	\$	30.00	\$	28,500.00		\$	-	950.00	\$	28,500.00	950.00	\$	28,500.00	\$	-
8.	6" Base Course	SY	950	\$	60.00	\$	57,000.00		\$	-	950.00	\$	57,000.00	950.00	\$	57,000.00	\$	-
9.	Class A Cement Concrete	SY	223	\$	50.00	\$	11,150.00		\$	-	223.00	\$	11,150.00	223.00	\$	11,150.00	\$	-
10.	Detectable Warning Surfaces	SF	105	\$	60.00	\$	6,300.00		\$	-	105.00	\$	6,300.00	105.00	\$	6,300.00	\$	-
11.	Tack Coat	SY	5,855	\$	0.50	\$	2,927.50		\$	-	5,855.00	\$	2,927.50	5,855.00	\$	2,927.50	\$	-
12.	Type 31-S Guide Rail	LF	140	\$	55.00	\$	7,700.00		\$	-	140.00	\$	7,700.00	140.00	\$	7,700.00	\$	-
13.	Relocate Fire Hydrant	EA	1	\$	7,500.00	\$	7,500.00		\$	-	1.00	\$	7,500.00	1.00	\$	7,500.00	\$	-
14.	Utility Pole Relocations	EA	1	\$	25,000.00	\$	25,000.00		\$	-	1.00	\$	25,000.00	1.00	\$	25,000.00	\$	-
<u>PAVEMENT MARKINGS &amp; SIGNING</u>																		
15.	4" White Hot Thermoplastic Pavement Marking	LF	445	\$	2.00	\$	890.00		\$	-	445.00	\$	890.00	445.00	\$	890.00	\$	-
16.	6" White Hot Thermoplastic Pavement Marking	LF	750	\$	3.00	\$	2,250.00		\$	-	750.00	\$	2,250.00	750.00	\$	2,250.00	\$	-
17.	24" White Hot Thermoplastic Pavement Marking	LF	530	\$	10.00	\$	5,300.00		\$	-	530.00	\$	5,300.00	530.00	\$	5,300.00	\$	-
18.	4" Yellow Hot Thermoplastic Pavement Marking	LF	3,360	\$	1.50	\$	5,040.00		\$	-	3,360.00	\$	5,040.00	3,360.00	\$	5,040.00	\$	-
19.	24" Yellow Hot Thermoplastic Pavement Marking	LF	252	\$	10.00	\$	2,520.00		\$	-	252.00	\$	2,520.00	252.00	\$	2,520.00	\$	-
20.	White Hot Thermoplastic Pavement Marking Legend (Right)	EA	1	\$	175.00	\$	175.00		\$	-	1.00	\$	175.00	1.00	\$	175.00	\$	-
21.	White Hot Thermoplastic Pavement Marking Legend (Only)	EA	4	\$	175.00	\$	700.00		\$	-	4.00	\$	700.00	4.00	\$	700.00	\$	-
22.	White Hot Thermoplastic Pavement Marking Legend (Left)	EA	3	\$	175.00	\$	525.00		\$	-	3.00	\$	525.00	3.00	\$	525.00	\$	-
23.	Sign Assembly	EA	11	\$	250.00	\$	2,750.00		\$	-	11.00	\$	2,750.00	11.00	\$	2,750.00	\$	-
<u>TRAFFIC SIGNAL</u>																		
24.	Traffic Signal Wiring	LF	1,525	\$	2.25	\$	3,431.25		\$	-	1,525.00	\$	3,431.25	1,525.00	\$	3,431.25	\$	-
25.	Traffic Signal Conduit & Backfill	LF	825	\$	60.00	\$	49,500.00		\$	-	825.00	\$	49,500.00	825.00	\$	49,500.00	\$	-
26.	Traffic Signal Junction Box, JB-27	EA	2	\$	650.00	\$	1,300.00		\$	-	2.00	\$	1,300.00	2.00	\$	1,300.00	\$	-
27.	Traffic Signal Head, 3-Section (12" Lense)	EA	2	\$	825.00	\$	1,650.00		\$	-	2.00	\$	1,650.00	2.00	\$	1,650.00	\$	-
28.	Traffic Signal Support, 14' Pedestral	EA	4	\$	7,500.00	\$	30,000.00		\$	-	4.00	\$	30,000.00	4.00	\$	30,000.00	\$	-
29.	Accessible Pedestrian Push Button	EA	4	\$	1,250.00	\$	5,000.00		\$	-	4.00	\$	5,000.00	4.00	\$	5,000.00	\$	-
30.	LED Countdown Ped Signal Heads	EA	4	\$	750.00	\$	3,000.00		\$	-	4.00	\$	3,000.00	4.00	\$	3,000.00	\$	-
31.	Traffic Signal Signage, Structure Mounted	SF	34	\$	55.00	\$	1,870.00		\$	-	34.00	\$	1,870.00	34.00	\$	1,870.00	\$	-
<u>STORM DRAIN AND STORMWATER MANAGEMENT</u>																		
32.	18" RCP Pipe	LF	414	\$	100.00	\$	41,400.00		\$	-	414.00	\$	41,400.00	414.00	\$	41,400.00	\$	-
33.	Standard Inlet Box - Type C Top	EA	3	\$	3,000.00	\$	9,000.00		\$	-	3.00	\$	9,000.00	3.00	\$	9,000.00	\$	-
34.	Type 5 Inlet Box - Type C Top	EA	1	\$	4,000.00	\$	4,000.00		\$	-	1.00	\$	4,000.00	1.00	\$	4,000.00	\$	-
35.	Type 6 Inlet Box - Type C Top	EA	1	\$	5,000.00	\$	5,000.00		\$	-	1.00	\$	5,000.00	1.00	\$	5,000.00	\$	-
36.	Storm Drain Structure- Manhole	EA	1	\$	4,500.00	\$	4,500.00		\$	-	1.00	\$	4,500.00	1.00	\$	4,500.00	\$	-

# DEVELOPER'S REQUEST

ESCROW RELEASE #: 3  
DATE PREPARED: 2-Dec-2022

PROJECT NAME: Westrum Montgomeryville - 13-17 Bethlehem	TOTAL ENG/INSP/LEGAL (CASH ESCROW): \$ 45,000.00	MONTGOMERY TOWNSHIP
DEVELOPER: CSW Luxor VII Montgomeryville, L.P.	TOTAL ADMINISTRATION (CASH ESCROW): \$ 5,000.00	TOWNSHIP NO.: LDS-717
ESCROW AGENT: Mid Penn Bank		G&A PROJECT NO.: 2015-04049-02
TYPE OF SECURITY: Tri-Party Agreement	MAINTENANCE BOND AMOUNT (15%): \$ 567,735.86	AGREEMENT DATE: 12-Sep-2022

SUMMARY OF IMPROVEMENT ESCROW ACCOUNT				RELEASE REQUESTS			BALANCE
				CURRENT	PRIOR	TOTAL	
CONSTRUCTION			\$3,784,905.75	\$ 97,800.00	\$ 922,035.25	\$ 1,019,835.25	\$ 2,765,070.50
ANNUAL 10% CONSTRUCTION COST INCREASE (Balance as of mm/dd/yyyy - \$x,xxx.xx)			\$ -	\$ -	\$ -	\$ -	\$ -
CONTINGENCY (10%)			\$ 378,490.58	\$ -	\$ 89,083.38	\$ 89,083.38	\$ 289,407.20
TOTAL			\$ 4,163,396.33	\$ 97,800.00	\$ 1,011,118.63	\$ 1,108,918.63	\$ 3,054,477.70

  

CONSTRUCTION ITEMS	UNIT	QUANTITY	UNIT COST	TOTAL COST	CURRENT REQUEST		PRIOR REQUESTS		TOTAL REQUESTS (incl. current release)		AVAILABLE FOR RELEASE (incl. current release)	
					QTY	COST	QTY	COST	QTY	COST	QTY	COST
J. <u>HOP (Knapp Road &amp; Stump Road)</u>												
GENERAL ITEMS												
37. Mobilization	LS	1	\$ 50,000.00	\$ 50,000.00		\$ -	1.00	\$ 50,000.00	1.00	\$ 50,000.00		\$ -
38. Stakeout	LS	1	\$ 7,500.00	\$ 7,500.00		\$ -	1.00	\$ 7,500.00	1.00	\$ 7,500.00		\$ -
39. Maintenance and Protection of Traffic	LS	1	\$ 100,000.00	\$ 100,000.00		\$ -	1.00	\$ 100,000.00	1.00	\$ 100,000.00		\$ -
40. Erosion & Sediment Control	LS	1	\$ 10,000.00	\$ 10,000.00		\$ -	1.00	\$ 10,000.00	1.00	\$ 10,000.00		\$ -
K. <u>ANNUAL CONSTRUCTION COST INCREASE PER PA MPC §509(h)</u>												
1. 10% Annual Construction Cost Increase (Balance as of mm/dd/yyyy - \$x,xxx.xx)	LS	1	\$ -	\$ -		\$ -		\$ -		\$ -	1.00	\$ -
L. <u>CONTINGENCY</u>												
1. 10% Contingency (SITE)	LS	1	\$ 289,407.20	\$ 289,407.20		\$ -		\$ -		\$ -	1.00	\$ 289,407.20
2. 10% Contingency (HOP)	LS	1	\$ 89,083.38	\$ 89,083.38		\$ -	1.00	\$ 89,083.38	1.00	\$ 89,083.38		\$ -
(Released upon certification of completion and receipt of Maintenance Bond)												

## NOTES:

2022-09-09 Initial cost prepared for Agreements.  
2022-10-03 Release of HOP items held in escrow by PennDOT.

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS

BOARD ACTION SUMMARY

Item # 4.

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SUBJECT: Ratification of Real Estate Tax Appeal Settlement – 1250 Welsh Road  
MEETING DATE: January 3, 2023  
BOARD LIAISON:  
INITIATED BY: Carolyn McCreary, Township Manager

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BACKGROUND:

The North Penn School District filed an appeal for the property tax related to 1250 Welsh Road (TMP 46-00-04165-00-1). The assessed valuation is \$2,062,180.00 and the School District presented information to the Board of Assessment Appeals (BOAA) to increase the assessment with the BOAA upholding the existing one.

The School District was positioned to appeal the decision and a settlement was negotiated by the School District's Solicitor and the property owner's attorney.

BUDGET IMPACT:

Based on the proposed settlement, the Township would receive \$5,719.03, representing an additional \$584.20 in real estate tax revenue for 2023.

RECOMMENDATION:

The Solicitor's office has reviewed the proposed settlement and recommends the Board of Supervisors approve the settlement.

MOTION/RESOLUTION:

**Motion** to approve the stipulated settlement for 1250 Welsh Road and authorize the Township Solicitor to execute the document on behalf of the Township.

- 1) Motion by: \_\_\_\_\_ Second by: \_\_\_\_\_
- 2) Chairwoman will ask for public comment.
- 3) Chairwoman will call for a vote.



**MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS**  
**BOARD ACTION SUMMARY**  
**Item # 5**

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**SUBJECT:** Approval of Disposal of Non-Permanent Township Records  
**MEETING DATE:** January 3, 2023  
**BOARD LIAISON:**  
**INITIATED BY:** Carolyn McCreary, Township Manager

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**BACKGROUND:**

On April 13, 2009, the Board of Supervisors adopted a resolution declaring the Township's intent to follow the schedules and procedures for disposition of records as set forth in the Municipal Records Manual dated December 16, 2008, as amended March 28, 2019.

Records may be disposed of in accordance with the provisions of Sections 1386 and 1388 of the Municipal Records Act.

The attached exhibit lists non-Permanent records of the Township that may be disposed of in accordance with the approved retention schedule.

**RECOMMENDATION:**

Approve the disposal of the listed non-Permanent records in accordance with the Retention and Disposition schedule for records of Pennsylvania Municipal Governments.

**MOTION:**

**Motion** to approve the disposal of non-permanent Township records as attached.

- 1) Motion by: \_\_\_\_\_ Second by: \_\_\_\_\_
- 2) Chairwoman will ask for public comment.
- 3) Chairwoman will call for a vote.



## January 2023

### Non-Permanent Records for Disposal

Police Department	2019 and prior – Timecards and Attendance Records (PL-14)
Police Department	2020 and prior– Applications for Employment (Not Hired) (PS-2)
Police Department	2020 and prior years – Animal Law Enforcement Records (PO-1)
Police Department	2017 and prior years – Calibration Records (PO-3)
Police Department	2019 and prior years – Citations (Traffic & Non-Traffic) (PO-4)
Police Department	2019 and prior years – Complaints/Incident Reports/Offense Reports/Initial Activity Reports (PO-6)
Police Department	2019 and prior years – Daily Activity Records (PO-10)
Police Department	2019 and prior years – Daily Cash Records Receipt Log
Police Department	2019 and prior years – Dispatcher’s Logs (PO-11)
Police Department	2021 and prior years – Paid Parking Violations (Tickets) (PO-18)
Police Department	2021 and prior years – Towing Service Records (PO-23)
Police Department	2019 and prior years – PennDOT Grant Records (AL-1)
Police Department	2019 and prior years – Permits and Related Applications (AL-1)
Police Department	2020 and prior years – Requests for Removal of Abandoned or Impounded Vehicles (AL-1)
Police Department	2021 and prior years – Request for Service Records (AL-1)
Police Department	2019 and prior years – Temporary Detention Records (PO-22)
Police Department	2019 and prior years – Waivers/Release Forms (PO-27)
Planning & Zoning	35 Douglass Road – Addition and Renovation – SU 27 (PZ-2)
Planning & Zoning	100 Birch Court – SU 24 (PZ-2)
Planning & Zoning	100 Caldwell Court – SU 27 (PZ-2)
Planning & Zoning	102 Caldwell Court – SU 27 (PZ-2)
Planning & Zoning	104 Caldwell Court – SU 27 (PZ-2)
Planning & Zoning	106 Caldwell Court – SU 27 (PZ-2)
Planning & Zoning	100 Gordon Lane – SU 24 (PZ-2)

Planning & Zoning	201 Westminster Drive – SU 24 (PZ-2)
Planning & Zoning	114 Birch Court – SU 24 (PZ-2)
Planning & Zoning	116 Birch Court – SU 24 (PZ-2)
Planning & Zoning	119 Briarwood Lane – SU 20 (PZ-2)
Planning & Zoning	121 Briarwood Lane – SU 20 (PZ-2)
Planning & Zoning	123 Briarwood Lane – SU 20 (PZ-2)
Planning & Zoning	127 Briarwood Lane – SU 20 (PZ-2)
Planning & Zoning	115 Wyndham Lane - SU 24 (PZ-2)
Planning & Zoning	121 Briarwood Lane – SU 20 (PZ-2)
Planning & Zoning	123 Briarwood Lane – SU 20 (PZ-2)
Planning & Zoning	125 Briarwood Lane – SU 20 (PZ-2)
Planning & Zoning	127 Briarwood Lane – SU 20 (PZ-2)
Planning & Zoning	203 Westminster Drive – SU 20 (PZ-2)
Planning & Zoning	109 Brentwood Court – SU 20 (PZ-2)
Planning & Zoning	100 Wyndham Lane – SU 27 (PZ-2)
Planning & Zoning	102 Wyndham Lane – SU 27 (PZ-2)
Planning & Zoning	104 Wyndham Lane – SU 27 (PZ-2)
Planning & Zoning	106 Wyndham Lane – SU 27 (PZ-2)
Planning & Zoning	108 Wyndham Lane – SU 27 (PZ-2)
Planning & Zoning	110 Wyndham Lane – SU 27 (PZ-2)
Planning & Zoning	117 Wyndham Lane – SU 27 (PZ-2)
Planning & Zoning	107 Preserve Lane –Montgomery Preserve house plans (PZ-2)
Planning & Zoning	109 Preserve Lane—Montgomery Preserve house plans (PZ-2)
Planning & Zoning	1608 County Line Road (PZ-2)
Planning & Zoning	115 Eisenhower Lane (PZ-2)
Planning & Zoning	205 Knapp Road Addition – SU-20 (PZ-2)
Planning & Zoning	8 Lantern Lane – Addition 2016 – SU-20 (PZ-2)
Planning & Zoning	129 Stevers Mill Road – Box 63 E5 (PZ-2)

Planning & Zoning	142 Summer Ridge Drive Addition – SU 20 (PZ-2)
Planning & Zoning	111 Bayhill Drive – SU 20 (PZ-2)
Planning & Zoning	400 County Line Road – SU 20 (PZ-2)
Planning & Zoning	1021 Lansdale Ave – SU-20 (PZ-2)
Planning & Zoning	161 Canterbury Lane – SU-20 (PZ-2)
Planning & Zoning	2015 Contractor Registrations (PZ-7)
Human Resources	Job Postings and Applications – 2019-2020 (PS-10)
Human Resources	Workers Compensation Incident Only Report – 2012 through 2022 (AL-1)
Human Resources	FMLA – 2004 through 2018 (PS-8)
Human Resources	Short Term Disability – 1990; 2003 through 2018 (PS-8)
Human Resources	Miscellaneous – 2013 through 2018 (AL-1)
Human Resources	Internal Training Request & Reimbursement Requests -2004-2021 (PS-8)
Human Resources	Random Drug Test Results – Negative (PS-4)
Human Resources	Random Drug Test Selection List (PS-4)
Human Resources	Workers Compensation Claims – 2012 through 2019 (PS-14)
Administration	Open Records Requests – 2019 (AL-46)
Administration	230 Personnel Files – Separation Dates Prior to and Including 2015 (PS-8)
Finance	2013 Payroll Taxes (PL-11)
Finance	2014 Payroll Taxes (PL-11)
Finance	2014 Timesheets (PL-14)
Finance	2014 Payroll (PL-6)
Finance	2015 Payroll (PL-6)
Finance	2015 Timesheets (PL-14)
Finance	2015 Payroll Taxes (PL-11)
Finance	2011-2015 Morgan Stanley Statements (PL-7)
Finance	2011 – Business Tax Refunds, Closed Accounts, Transaction Reports, Reconciliations, Registrations, Journal Reports
Finance	2012 – Business Tax Refunds, Closed Accounts, Transaction Reports, Reconciliations, Registrations, Journal Reports

Finance	2013 – Business Tax Refunds, Closed Accounts, Transaction Reports, Reconciliations, Registrations, Journal Reports
Finance	2014 – Business Tax Refunds, Closed Accounts, Transaction Reports, Reconciliations, Registrations, Journal Reports
Finance	2015 – Business Tax Refunds, Closed Accounts, Transaction Reports, Reconciliations, Registrations, Journal Reports
Sewer Authority	2016-2018 PA One Calls - 2 boxes (PW-18)
Sewer Authority	2003, 2004, 2015, 2016 Discharge Monitoring Reports 2015/16 Lab Accreditation Records – 2 boxes (WM-7; WM-4)
Sewer Authority	2014-2015 A/P – 5 boxes (FN-2)
Sewer Authority	2014-2016; 2018 Daily Cash Receipts – 8 boxes (FN-12)
Sewer Authority	2011 Time Sheets (PL-14); Employment Applications (not hired) (PS-2); 2011-2016 USB Bank Statements (FN-9) – 1 box
Sewer Authority	2011-2014 Payroll Taxes – 1 box (PL-16; PL-18)
Sewer Authority	2012-2015 Payroll Records – 2 boxes (PL-5)
Sewer Authority	2000-2009 Def Comp Files for Citigroup; 941 Tax Forms – 1 box (PL-10; PL-11)
Sewer Authority	2007-2020 Duplicates of Pump Station Records - 1 box (WM-7)

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS

BOARD ACTION SUMMARY

Item # 6

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SUBJECT: Finance Committee Bylaws - Revisions  
MEETING DATE: January 3, 2023  
BOARD LIAISON:  
INITIATED BY: Brian Shapiro, Director of Finance

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BACKGROUND:

At the August and September Finance Committee meetings, the committee discussed meeting quarterly instead of monthly. The committee would be provided a monthly packet including financial statements and any other information they currently are provided.

Attached is a redline version of the Finance Committee bylaws. Section G. Meetings has been updated to reflect the quarterly meetings.

BUDGET IMPACT: None

RECOMMENDATION:

The committee recommends that the Board of Supervisors amend the Finance Committee bylaws to meet quarterly instead of monthly.

MOTION/RESOLUTION:

- 1) **Motion** to approve the revisions to the Finance Committee Bylaws.
- 2) Motion by \_\_\_\_\_ Second by: \_\_\_\_\_
- 3) Chairwoman will call for Public Comment.
- 4) Chairwoman will call for a vote.

# **MONTGOMERY TOWNSHIP ADVISORY COMMITTEE**

## **FINANCE COMMITTEE BYLAWS**

### **A. AUTHORIZATION**

The authorization of the Finance Committee was formally established by Resolution #3 by the Board of Supervisors of Montgomery Township on September 8, 1997.

The Finance Committee bylaws were amended by resolution of the Board of Supervisors on November 24, 2008, and November 25, 2013.

All Committee bylaws were subsequently amended by the Board of Supervisors by motion and unanimous vote at their public meeting on January 24, 2022.

### **B. PURPOSE**

The purpose of the Finance Committee ("Committee") is to serve as an advisory committee that reports to and advises the Board of Supervisors of Montgomery Township ("Supervisors") on various financial matters. The financial matters to be reviewed by the Committee will be directed by the Supervisors. This may include accounting and financial reporting requirements, annual audit reports, financial results (budget vs. actual), strategic financial plan, earned income, business, and real estate taxes: collections and audits, investment of excess funds (short-term and long-term), bond issues and debt management, and other matters of a financial nature as directed by the Supervisors.

The Committee shall also perform other duties and responsibilities as directed by the Supervisors.

### **C. MEMBERSHIP**

The Committee shall consist of five (5) residents and two (2) business owners in Montgomery Township. All seven (7) members shall be appointed by motion of the Supervisors.

Staff may serve as liaison to the committee. A member of the Supervisors may also serve as liaison to the Committee. Only resident committee members shall have voting rights. Neither the staff liaison, nor the Supervisor liaison shall have voting rights.

Committee Members shall attend regularly scheduled meetings and actively participate in discussions, particularly those requiring consensus Committee recommendations.

After three consecutive absences, without reasonable excuse, the Supervisors shall declare that the Committee Member has been derelict and/or neglectful and his/her seat vacant and appoint another member to the Committee. Attendance of committee members will be recorded in the meeting minutes

An agenda will be distributed to the Committee Members prior to each meeting. Committee Members are expected to prepare in advance for all meetings, including reading of agenda packet materials.

#### **D. TERMS**

Committee Members shall be appointed by the Supervisors to serve one-year term from the first meeting of the Supervisors in January to the first meeting of the Supervisors in January of the subsequent year. At the expiration of the term of any Committee Member, the Supervisors shall appoint a successor. A Committee Member may be reappointed by the Supervisors.

A copy of the bylaws shall be presented to and acknowledged by the member at the time of appointment.

The position of any Committee Member residing within the Township at the time of appointment, but thereafter moves his/her residence from the township shall automatically become vacant. The Supervisors shall appoint a successor to fill the vacancy. Such appointment shall be only for the unexpired portion of the term.

#### **E. OFFICERS**

Officers shall be elected at the first meeting in January. Officers will serve for one year and until their successors have been duly elected and qualified. Rotation of the Officers among the members is strongly recommended.

The Officers of the Committee shall consist of:

- Chair — The Chair shall preside at meetings of the Committee and perform all other duties required by law and these bylaws.
- Vice-Chair — The Vice-Chair shall preside at meetings of Committee in the absence of the Chair.

A staff representative shall prepare the agenda and record the minutes of regular and special meetings under the direction of the Chair, provide notice of all meetings to Committee Members, attend to correspondence of the Committee, and such other duties as are normally carried out by a staff representative. Once the minutes are prepared and before

the staff representative disseminates the information, the staff representative should forward the minutes to the Chair for review. In the absence of the staff representative, the Vice-Chair shall assume the duties associated with the staff representative, as detailed within this section.

#### **F. CONFLICTS OF INTEREST**

Committee Members shall not participate in matters in which they have a direct or indirect financial interest.

Committee Members shall also refrain from any use of their membership that gives the appearance of being motivated by a desire for private gain.

Committee Members are not permitted to submit a proposal for services on their behalf or on their employer's behalf.

Committee Members are required to disclose any possible conflicts of interest to a Chair or Committee Liaison immediately and shall recuse themselves from discussion or voting on the item.

#### **G. MEETINGS**

The Supervisors recommend the Committee meet ~~every month~~ quarterly, but meetings can be monthly or bimonthly ~~or quarterly~~ depending upon the Committee's workload.

All regular and special meetings of the Committee shall be scheduled, advertised, and conducted in accordance with the requirements of the provisions of the Pennsylvania Sunshine Act. The schedule of the regular ~~monthly~~ quarterly meetings shall be advertised annually by the Township Manager's office in accordance with the requirements of Pennsylvania law.

A quorum of the Committee shall consist of a simple majority of the members on the Committee and no action of the Committee shall be valid unless taken at a duly convened public meeting at which a quorum is present and a majority present vote in concurrence therewith. Any vote of any member required to abstain by reason of a conflict of interest shall not be counted and the presence of a member with such conflict shall not be included for purposes of determining the presence of a quorum.

The minutes shall include all motions presented to the Committee, including the vote tally, for and against a motion, listing the number of resident votes. The Chair will deliver all recommendations to the Supervisors.

Meetings are advertised and open to the public. Minutes of the meeting shall be prepared and forwarded to all members of the Committee prior to the date of any scheduled meeting. In all matters of parliamentary procedure not specifically governed by the bylaws, Roberts Rules of Order shall prevail.



A special meeting may be called by the Chair or by the Township Manager upon appropriate compliance with the provisions of Pennsylvania Sunshine law.

## **H. RULES AND REGULATIONS**

All members of the Committee are required to follow the rules, regulations and procedures as set forth by the Township with respect to, but not limited to, ordinances, resolutions and adopted policies.

All members of the Committee must comply with state and federal laws.

## **I. CONDUCT AND PERFORMANCE**

The Township has certain expectations for volunteer conduct and performance. When behavior and performance falls below these expectations, a Committee Member may be relieved of his/her advisory position. The Committee Chair is responsible for the conduct and performance of Committee Members. Decisions to relieve Committee Members of their appointments shall be made by the Supervisors, in accordance with applicable law.

The Township's Rules of Conduct at all regular and special meetings of the Committee shall apply to all matters under consideration by the Committee except for ceremonial matters and are as follows:

1. Committee Members shall treat staff members, each other and members of the public with respect and courtesy.
2. Disagreements shall not result in personal comments or attacks against a staff member, another Committee Member, or members of the public.
3. When any Committee Member is recognized to speak at a Committee meeting, the Committee Member shall address the Chair.
4. When two or more members address the Chair at the same time, the Chair shall name the member who is to be the first to speak.
5. When speaking, a member shall confine his or her remarks to the topic under debate or discussion.

Committee member may not post content on any social media platform as representing the Township without the expressed permission of the Township via the Board of Supervisors liaison to the committee or Township Manager.

Committee members may not utilize any official Township seal or logo without the expressed permission of the Township via the Board of Supervisors liaison to the committee or Township Manager.

Participation by members of the public shall be governed by the Township's resolution regarding public participation in Board of Supervisors meetings. As is noted in this resolution members of the public are asked to refrain from making personal attacks or statements about Committee Members, other members of the public or Township staff. Members of the public shall treat Committee Members, staff members and each other with respect and courtesy.

#### **J. AMENDMENTS**

Amendments to these bylaws may be adopted revised or replaced by a majority vote of the Supervisors, following a recommendation by the Township Staff or the Committee.

#### **K. REPEALER**

Any bylaws that previously may have been adopted and approved for the Committee are hereby repealed.