



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: January 17, 2024
PREPARED BY: Scott Moore, City Manager
DEPARTMENT: Administration

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on a Resolution authorizing the Professional Services Agreement between the City of Manor and Grant Development Services to submit an application to the Economic Development Administration (EDA) Public Works Program for a \$1.5 million Economic Adjustment grant.

BACKGROUND/SUMMARY:

Project Name: Manor Cottonwood Ph3

The EDA Manor Cottonwood Ph3 Project is a partnership between the City of Manor and the Economic Development Administration (EDA). In the fall of 2022, the City of Manor was in the process of securing the title of the 6-acre parcel for the Cottonwood Plant. The EDA grant guidelines require an entity to have possession of the land prior to submitting a completed grant application. The city did not submit an EDA application in 2023 and wanted to reorganize our efforts before submitting an application here in 2024.

The Manor Project Team is comprised of city staff, City Engineer GBA, and Grant Development Services, Grant Consultant. The 2024 grant would fund the construction of additional wastewater treatment and water reclamation capacity at the existing Cottonwood Creek WWTP. The increased capacity will be dedicated to commercial development and expansion within the Cottonwood Creek Watershed.

The Federal 2024 grant year opened on October 1, 2023.- Under the U.S. Department of Commerce, the EDA is offering its traditional public works and economic assistance grants. This competitive grant program is available to eligible applicants, such as the City of Manor, that qualify under the federal distress definition.

As part of the program, EDA assists communities by funding infrastructure that directly leads to the creation and retention of jobs. In addition, the program facilitates advancing innovation, enhancing the manufacturing capacities of regions, providing workforce development opportunities, and growing ecosystems to attract foreign direct investment. The EDA has confirmed that the City of Manor, meets the federal distress definition in this area and is eligible to submit a grant application.

The Cottonwood WWTP Phases 1 and 2 are designated for residential development needs. The proposed Phase 3 expansion of the WWTP is absolutely necessary if the city is going to be able to attract commercial and manufacturing firms to locate and provide workforce development opportunities in the Cottonwood Creek watershed area. With the acquisition of the CAYSA parcels, the City Administration recognized the short- and

long-term needs of the community to address the unmet infrastructure requirements for commercial development throughout our section of Travis County.

In response to this critical need for commercial infrastructure, the Project Team has developed a plan for funding the Cottonwood Creek Wastewater Treatment Facility, Phases 3A & 3B. Based on engineering estimates and land use projections, Phases 3A & 3B will serve Manor’s major need for commercial and industrial development wastewater treatment and reclamation within the Cottonwood Creek watershed.

The overall construction cost for Cottonwood Creek Phase 3A & 3B is \$3,570,537. This project has already been approved by the City Council and included in the 2022 Tax Note issuance. The proposed EDA Grant, if funded, will reduce the city’s costs by \$ 1.5 million.

Phase 3A/3B: The City of Manor is requesting \$1.5M in grant funds from EDA, which will be dedicated to the construction of critical components of Phase 3A. As part of the application City of Manor will be required to commit local funds as follows: 30% match + all administration, engineering, and legal fees as per EDA’s grant guidelines. The Resolution being requested for approval will commit the City Match of \$ 1,071,161 and assure that the pledged matching funds are unencumbered and available at the time of application. This matching requirement has been met with the issuance of the 2022 Tax Note.

Through this grant, the EDA is seeking to make an investment in a distressed area that will spur job creation, creation of new companies, industry expansion, and overall greater commercial development. The design of Phase 3 of the Cottonwood Creek Wastewater Treatment and Water Reclamation Plant will support and facilitate the majority of Manor’s existing and future commercial land uses and business owners including the planned industrial and business park areas within the Cottonwood Creek Watershed area.

City administration, along with Grant Development Services, the City Engineer, the City Public Works Dept, the City Planning Dept, and the Economic Development office, is collaborating to develop this application with a target submittal timeline of February 15th. Notice from EDA is anticipated by May/June 2024.

LEGAL REVIEW: Yes
FISCAL IMPACT: Yes
PRESENTATION: Yes
ATTACHMENTS: Yes

- Resolution No. 2024-01
- Professional Service Agreement
- Presentation

STAFF RECOMMENDATION:

Staff recommends City Council approve Resolution No. 2024-01 and authorize the City Manager to execute the amended Professional Services Agreement with Grant Development Services in an amount not to exceed \$9,500

PLANNING & ZONING COMMISSION: **Recommend Approval** **Disapproval** **None**
