

# **Yankee Springs Township**

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284 N. BRIGGS ROAD- MIDDLEVILLE, MICHIGAN 49333  
269-795-9091 / FAX 269-795-2388

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## **YANKEE SPRINGS TOWNSHIP**

**SPECIAL MEETING – Office and Hall Expansion/Renovation Project**

**Public Hearing**

**October 11, 2021**

**6:00 PM**



# The Pledge of Allegiance

**I pledge allegiance  
to the Flag  
of the United States  
of America,  
and to the Republic  
for which it stands,  
one Nation under God,  
indivisible, with liberty  
and justice for all.**



**YANKEE SPRINGS TOWNSHIP**  
**Township Board of Trustees**  
**Special Meeting**

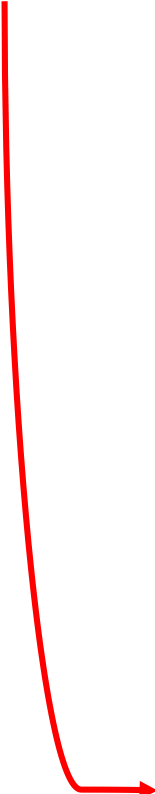
**Motion to add board discussion after the public hearing is closed and before Public Comment. (RCV)**

**Township Office/Hall Renovation Public Hearing Meeting Agenda**

**Monday, October 11, 2021 @ 6:00 PM**

**Yankee Springs Township Hall, 284 N Briggs RD**

**Draft AGENDA:**

- 1. Call Meeting To Order**
  - 2. Pledge of Allegiance**
  - 3. Invocation**
  - 4. Roll Call**
  - 5. Additions or Corrections to Agenda – Motion to accept the agenda – roll call vote (RCV)**
  - 6. Presentation of design, financing and affordability information related to the proposed Township Office/Hall Renovation project.**
  - 7. Public Hearing**
    - Motion to open public hearing.**
    - Comments/Discussion related to the proposed Township Office/Hall Renovation project.**
    - Motion to close the public hearing.**
  - 8. Public Comment - Limit 3 Minutes.**
  - 9. Board Comment.**
  - 10. Adjournment.**
- 



# CURRENT OFFICE LAYOUT



**FEDERAL**  
DEEL POSTING REQUIREMENTS

DEPARTMENT	POSTING REQUIREMENTS
DEPARTMENT OF ENVIRONMENTAL PROTECTION	...
DEPARTMENT OF HEALTH	...
DEPARTMENT OF TRANSPORTATION	...

**MISSISSIPPI**  
5 STEPS TO SAFE DIGGING

1. Contact MISSISSIPPI 811 service to locate underground utilities.
2. Wait 3 business days for utility marking.
3. Check marking carefully. Markers should be placed in a straight line.
4. Dig safely. Use hand tools to dig around markers.
5. Dig within the marked zone.

**DRUG FREE WORK ZONE**

...

...



**GUN LAKE SEWER AUTHORITY**  
WASTE WATER SYSTEM  
MASTER PLAN  
2008

CLERK





















## **Why is this project needed?**

- **The hall was built ~51 years ago in 1971 and the office was built ~44 years ago in 1978.**
- **The Township has tripled in population during that time.**
- **Rules, regulations and expectations of Township government have dramatically increased during the same time.**
- **The hall and office buildings have not been expanded or improved to keep up with the increased growth and needs of the Township.**

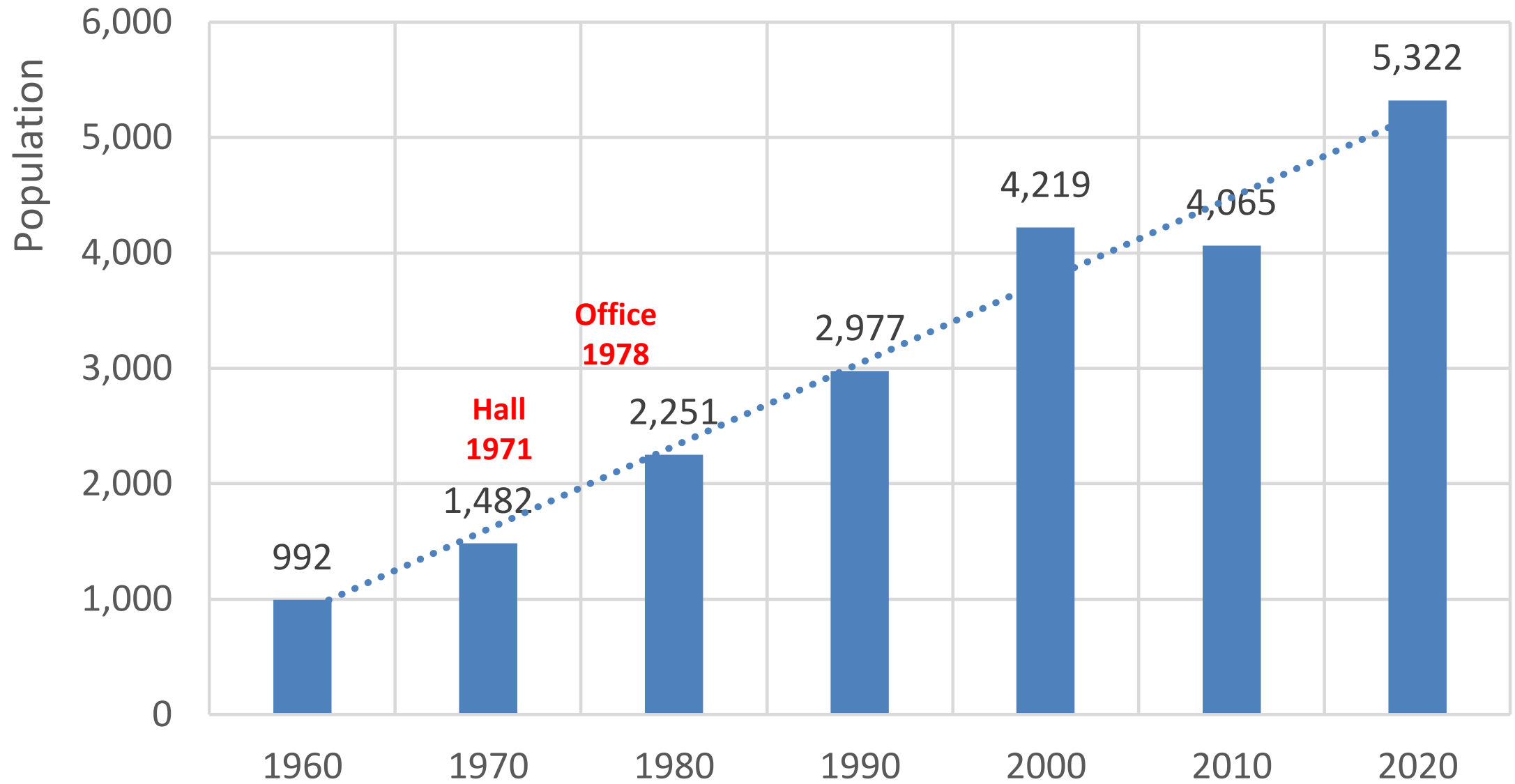


- **The hall and office buildings have not been properly maintained. Some of this lack of maintenance is due to waiting for this project.**
- **Increased space and improved office and workspace layout is needed to serve present and anticipated future needs.**
- **A decent workplace is needed to attract and retain qualified people to do the work of any organization. Including that of our Township government.**
- **Every resident in the Township is served by these facilities.**

## HALL & OFFICE DEFERRED MAINTENANCE COSTS

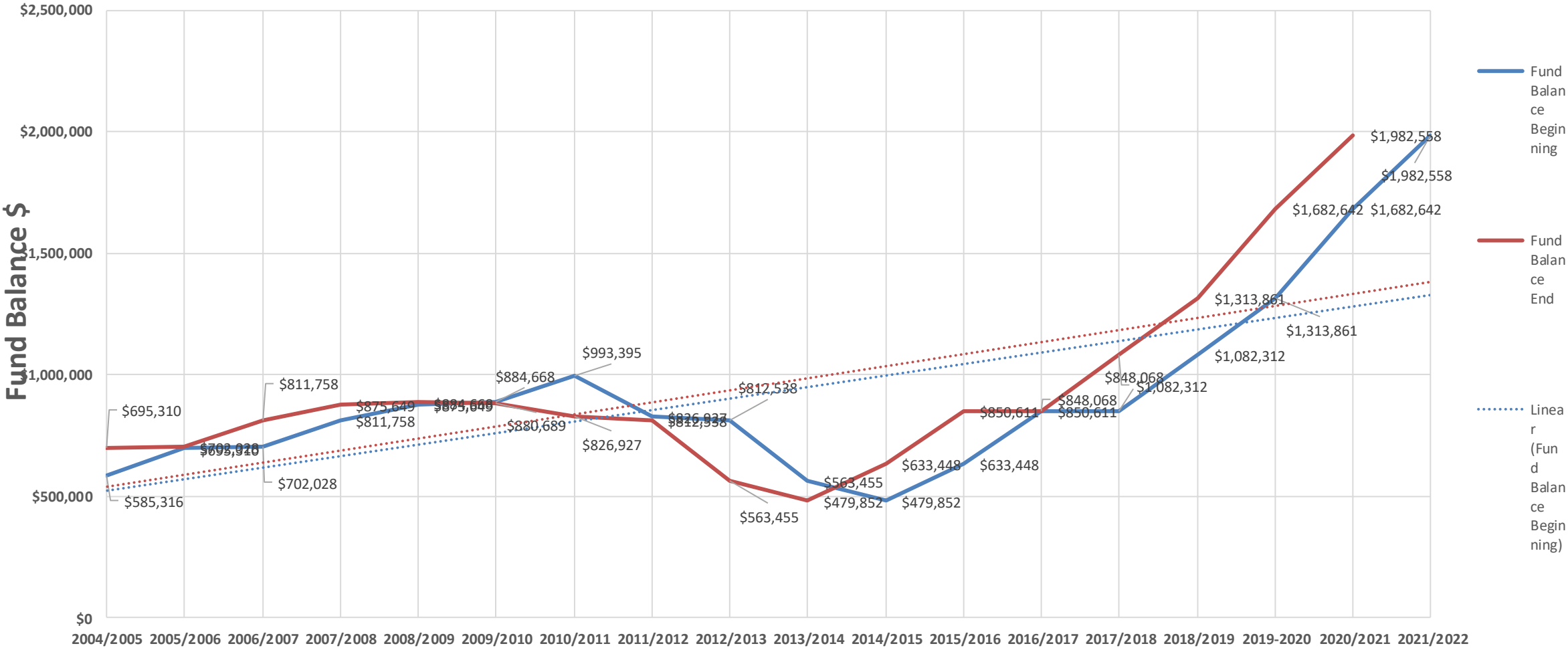
- Office HVAC – Due for replacement \$15,000
- Hall HVAC – Due for replacement \$15,000
- Hall insulation – Ceiling insulation inadequate and falling down on ceiling tiles. Ceiling tiles need replacing. \$50,000
- Kitchen outdated and cabinets in poor condition. \$20,000
- Office carpet/tile nonexistent and/or bad condition. \$5,000
- Hall & office exteriors doors badly rusted and leaking. \$3,000
- Office insulation inadequate and in poor condition. \$5,000
- Hall exterior masonry in need of repair \$2,000
- Office exterior siding in need of replacement \$10,000
- Office in need of drywall repairs and painting \$5,000
- Hall in need of painting \$5,000
- Hall possibly in need of new flooring \$10,000
- Water softener and filter \$5,000
- Total \$150,000

# YANKEE SPRINGS TOWNSHIP CENSUS DATA



# WHAT CAN WE AFFORD WITHOUT RAISING TAXES?

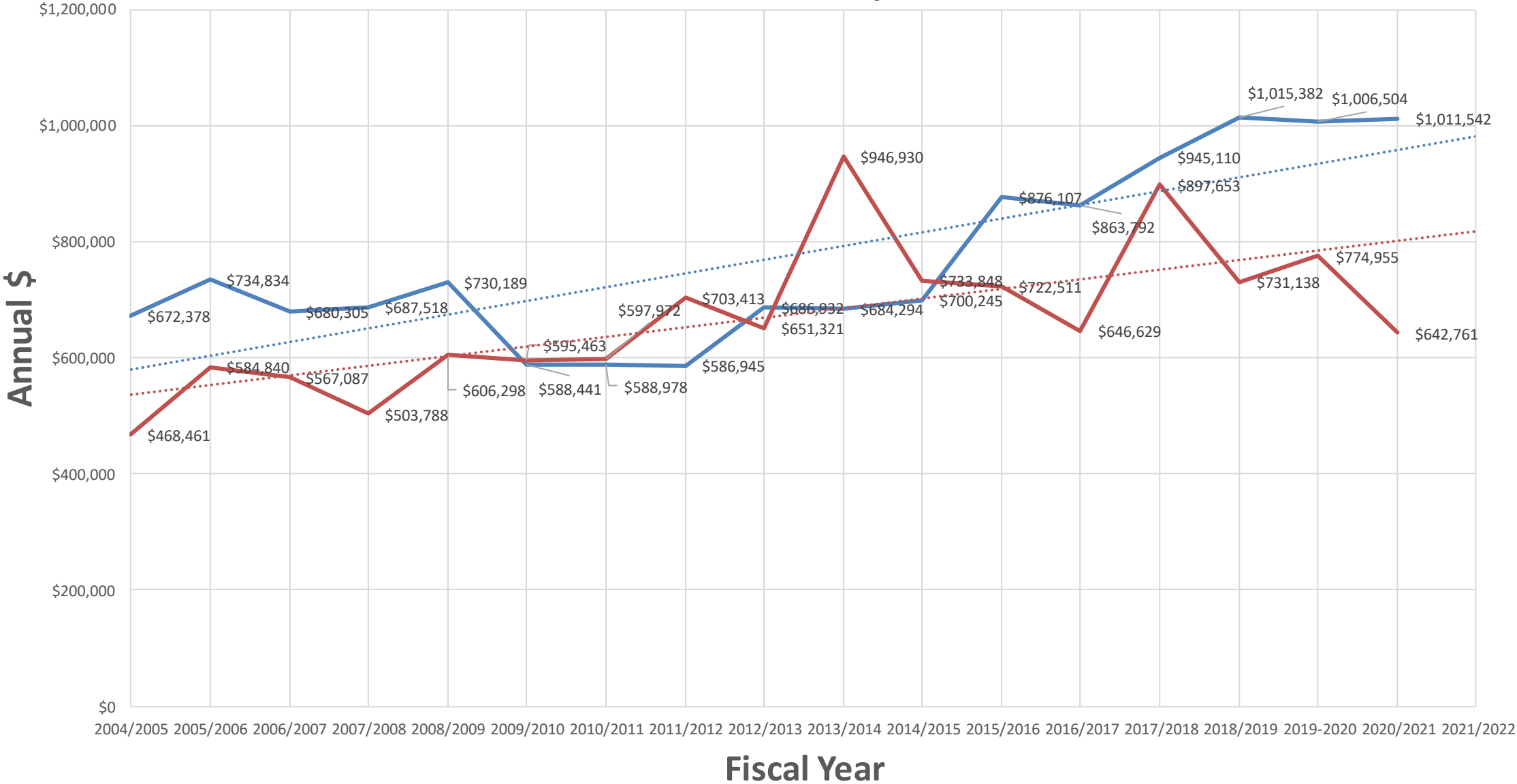
## General Fund Balance 2004 - 2021



Fiscal Year

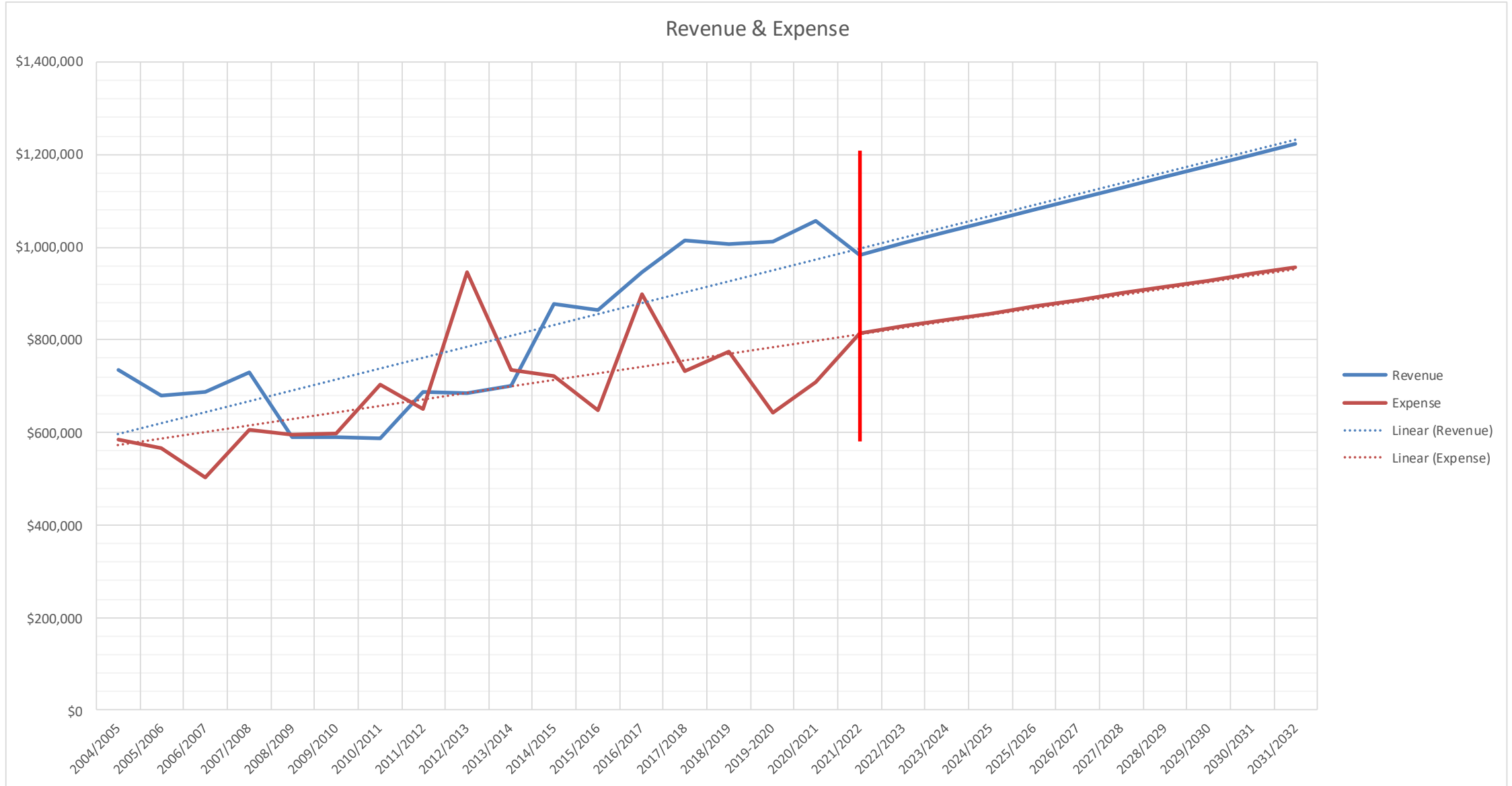
# WHAT CAN WE AFFORD WITHOUT RAISING TAXES?

## Revenue & Expense



# What will the future look like??

## That's the \$1.3 Million Dollar Question



**This project is not new.**

**Efforts to Upgrade the Hall and Office facilities have been ongoing since at least 2012 and earlier.**

**Nothing has happened over the years to change the situation. It has only gotten worse.**

**The Township is in even better financial position than in the past to take on a project like this.**

**The current office renovation committee was able to build on the work done by past committees, and has created a number of alternatives, and has made it's recommendation to the board.**





**Items to be considered in the design philosophy or considered to be mandatory**

1	Assessors office floor designed for proper load
2	Assessors office floor space increased for additional files
3	Design for more space/better flow at tax and election times
4	Improve privacy & noise reduction
5	New exterior office doors. ADA compliant and sidelights?
6	Evaluate floor support structure. Design to provide proper support. *Might be part of storage project.
7	Evaluate electrical wiring safety and remaining life.
8	Provide adequate heat for any addition. Remove old chimney & close opening in roof (assumes high efficiency HVAC).
9	Design to existing building and other codes.
10	New building access key/card system.
11	Design for as much natural light as possible.
12	Evaluate the building and remediate mold, rot, insect damage, asbestos and other problems identified.
13	Replace all exterior siding.
14	Assess for hazards such as mold & asbestos & remediate as needed.
15	Additional insulation in office roof/attic space.
16	Evaluate the roof connection between the office and hall relative to water leakage during spring thaw of ice & snow.
17	Replace the office heating and air conditioning system. Include humidifier on furnace.
18	Built-in counter space and shelves where needed/possible
19	Repair asphalt, sidewalks and landscaping as needed (construction damage).
20	Match roof for any building addition.
21	Complete project including paint, trim, flooring, light fixtures etc.
22	Office interior doors to have windows/sidelights.
23	Any office without an outside window should have large window onto the common area.
24	

# OFFICE RENOVATION COMMITTEE PRIORITIZATION/RECOMMENDATION

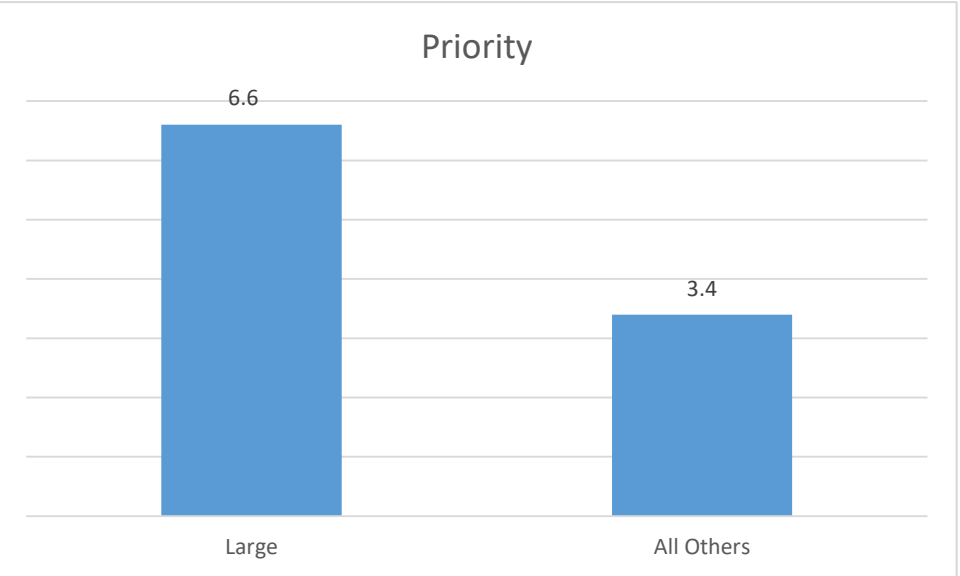
Design	PRIORITIES										
Option #	1	2	3	4	5	6	7	8	9	10	Average
1	1	1	2	2	1	1	3	2	1	3	1.7
2	3	4	3	3	4	4	4	4	4	2	3.5
3	2	2	1	1	2	2	1	3	2	1	1.7
4	5	5	5	5	5	3	5	5	5	5	4.8
5	4	3	4	4	3	5	2	1	3	4	3.3
<b>Total</b>	<b>15</b>	<b>15</b>	<b>15</b>	<b>15</b>	<b>15</b>	<b>15</b>	<b>15</b>	<b>15</b>	<b>15</b>	<b>15</b>	15

Total must = 15 using only the numbers 1 though 5. Each number must be used.

### COMMITTEE MEMBERS

- Mike Cunningham – Clerk
- Deb Mousseau – Treasurer
- Marge VanderMeyden – Deputy Clerk
- Alice Jansma – Deputy Treasurer
- Sandy Marcukaitis – Assistant Zoning Administrator
- Dan Scheuerman - Assessor
- Kelly Robbins – YST Resident
- Diane Gaertner – YST Resident
- Marsha Clark – YST Resident
- Sally Smith – YST Resident

**The committee tied on option #1 & option #3.  
Both of these options include the large footprint design.**



#1

# 2019 Hall & Office Design with 2021 office redesign.

2021 re-estimate  
**\$1,200,000**

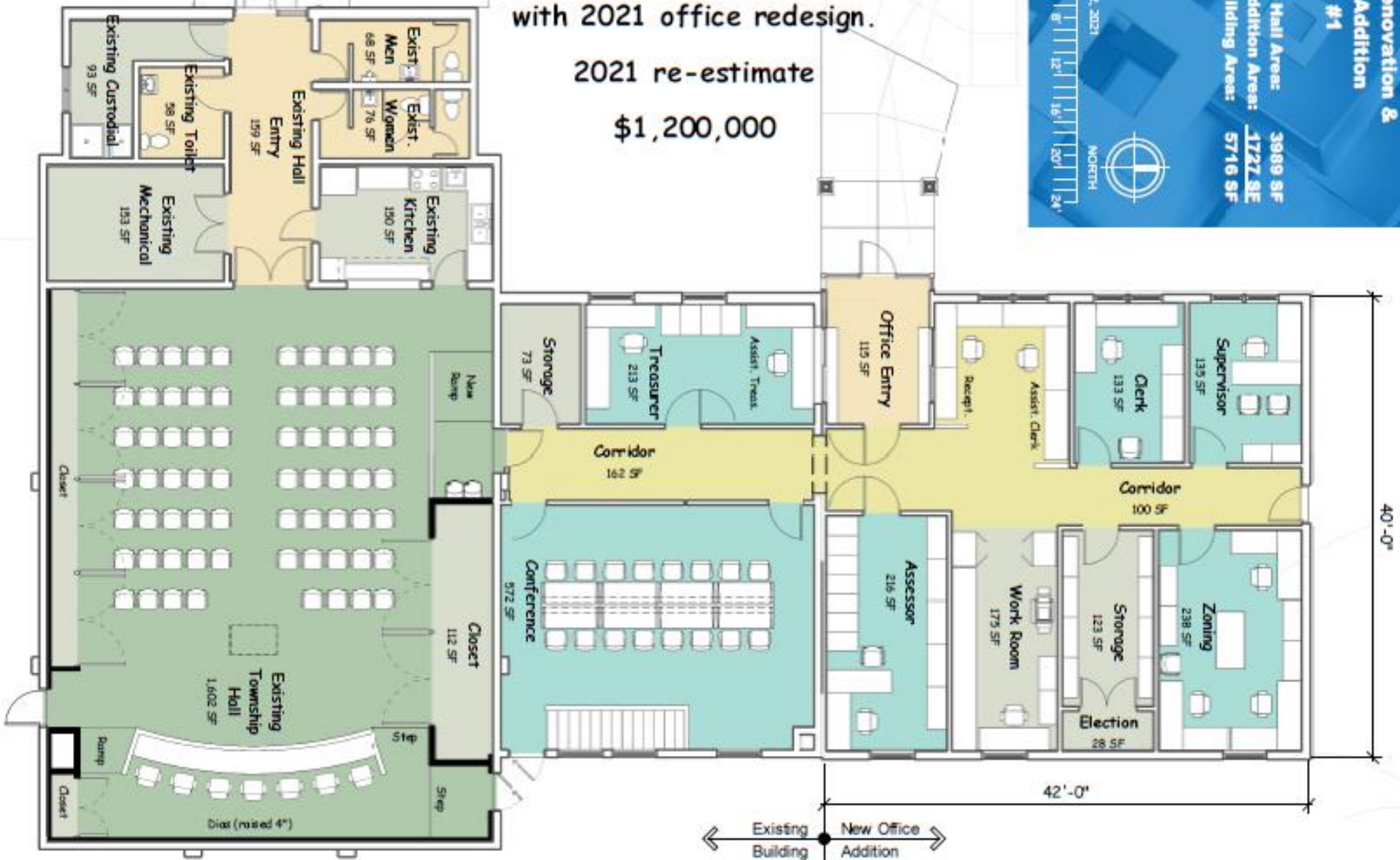
**Yankee Springs Township**  
**Hall Renovation & Office Addition**  
**Option #1**

Existing Hall Area: 3989 SF  
Office Addition Area: 1727 SF  
Total Building Area: 5716 SF

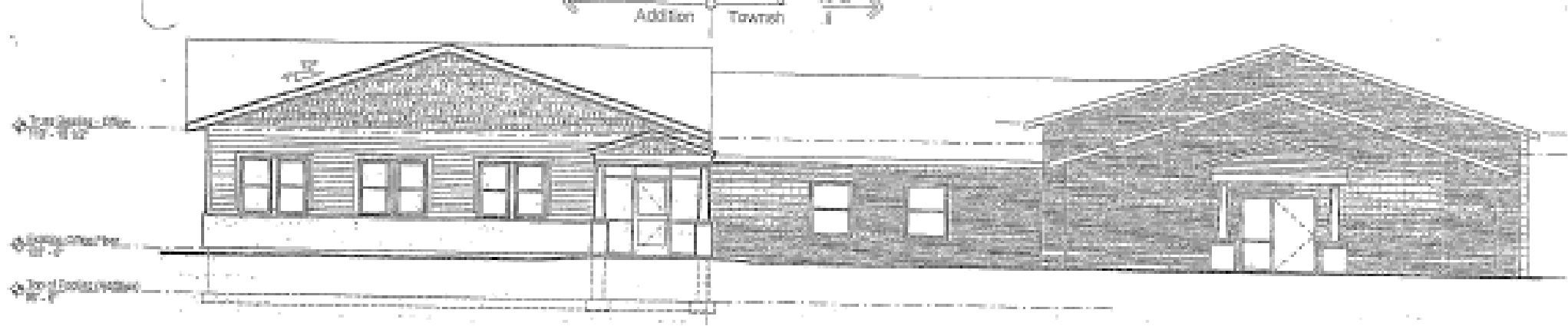
September 22, 2021

0 4 8 12 16 20 24

NORTH







West Elevation - Lapboard Siding & Stone Wainscot



West Elevation - Brick with Soldier Course Wainscot



## YANKEE SPRINGS TOWNSHIP HALL ADDITION & RENOVATION 2019

### SCOPE OF WORK

The scope of anticipated construction work for the conceptual design and budget is:

#### EXISTING TOWNSHIP HALL MEETING ROOM RENOVATION

- Area of work: 1920 SF (excludes kitchen, mechanical room, and restrooms).
- Exterior masonry restoration of the township hall portion of the existing building.
- Removal of interior finishes, lighting, and mechanical systems.
- Provide new exit door in south exterior wall, with required separation with main entry door.
- Add insulation in attic space to achieve an R-value of 49 total.
- On interior face of exterior walls, add two layers of Z-furring with 3 inches of close-cell spray-on polyurethane insulation (R20.1).
- Replace existing ramp with wider A.D.A. compliant ramp to offices.
- Add new A.D.A. compliant electric water cooler at top landing of new ramp.
- Construction of new closets on the north and south sides of the meeting room.
- Provide new heating/cooling system, including ducts and exterior grade mounted air handler.
- New lay-in panel & grid acoustic ceiling with new LED lighting.
- New 7-person board/commission table casework on 4-inch height dais, A.D.A. accessible.
- New carpet tile flooring.
- New technology to allow information from the podium to be displayed on ceiling mounted monitors facing both dais and public. Additional technology to support staff and participants.
- Anticipated seating for 68 people attending board/commission meetings.
- Replace flooring in Existing Entry Hall.



### Yankee Springs Township Offices Improvements

Probability of Cost - Estimate/Budget

By: DAG

Option #1 (Original Scope)

Date: 9/29/2021

<b>Item Description -Office Addition - 1727 sf</b>	
General Conditions, Bonds, Insurance, Mobilization	\$42,000
Building Enclosure:Concrete, Masonry, and Wood Framing	\$224,000
Building Interior Buildout: Finishes, Fixtures, and Equipment	\$168,000
HVAC Mechanical/Plumbing/ Electrical	\$119,000
Subtotal:	\$553,000
<b>Item Description -Renovate existing offices/ meeting room- 3989 sf</b>	
General Conditions	\$35,000
Building Interior Demo and Buildout	\$168,000
HVAC Mechanical/Plumbing/ Electrical	\$60,000
Finishes, Fixtures, Flooring	\$98,000
Moving & Temporary Services	\$8,000
Subtotal:	\$369,000
<b>Item Description - Sitework</b>	
Parking Lot modifications/repairs	\$14,000
Water (Address drinking water issue), sewer & storm system modifications	\$14,000
Landscaping, Signage, Ext. Lighting	\$10,000
Subtotal:	\$38,000
<b>Item Description - Technology</b>	
Monitors, new closet, wiring, and equipment	\$42,000
Subtotal:	\$42,000
Construction Subtotal:	\$1,002,000
Construction Contingency (10%):	\$101,000
<b>Construction Total:</b>	<b>\$1,103,000</b>
Architectural & Engineering Design Services:	\$97,000
<b>Probability of Cost Total:</b>	<b>\$1,200,000</b>

**Notes:**

Cost based on concept sketch. Estimate to be refined based on design drawings, specifications, and bids received.

Estimate is volatile with tariffs on steel and other construction materials. Should be reviewed biannually.

A 40% construction cost inflation rate is projected from May 2020 to May 2022 start date. Based on "Monthly Construction Input Prices Rise" as reported by ABC, starting May 2020 through April 2021, with 1.3% monthly inflation projected until May 2022.



**Yankee Springs Township  
Indicative Tax Exempt Rate Quote  
10 Year**

<u>Maturity/Years</u>	<u>Payment Amount</u>	<u>Rate</u>
9/1/2022	\$80,000	1.650
9/1/2023	\$80,000	1.650
9/1/2024	\$80,000	1.650
9/1/2025	\$80,000	1.650
9/1/2026	\$80,000	1.650
9/1/2027	\$80,000	1.650
9/1/2028	\$80,000	1.650
9/1/2029	\$80,000	1.650
9/1/2030	\$80,000	1.650
9/1/2031	\$80,000	1.650
<b>Totals</b>	<b>\$800,000</b>	

True Interest Rate 1.6500%

Bank Contact: Robert Ranes Jr.  
SVP Lending  
269-948-5588

  
Robert Ranes Jr.

**This bid is quoted as a Tax Exempt Obligation. The bid also requires a pledge of The Full Faith and Credit of Yankee Springs Township.**

**The rate quoted is to give you an indication of what the rate could be as of the date of the submission and is likely to change based on the actual delivery of the note and other variables that may change the terms of the investment that is being purchased.**





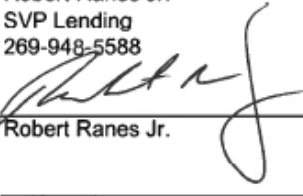
**Yankee Springs Township  
Indicative Tax Exempt Rate Quote  
15 Year**

<u>Maturity/Years</u>	<u>Payment Amount</u>	<u>Rate</u>
9/1/2022	\$53,000	2.160
9/1/2023	\$53,000	2.160
9/1/2024	\$53,000	2.160
9/1/2025	\$53,000	2.160
9/1/2026	\$53,000	2.160
9/1/2027	\$53,000	2.160
9/1/2028	\$53,000	2.160
9/1/2029	\$53,000	2.160
9/1/2030	\$53,000	2.160
9/1/2031	\$53,000	2.160
9/1/2032	\$54,000	2.160
9/1/2033	\$54,000	2.160
9/1/2034	\$54,000	2.160
9/1/2035	\$54,000	2.160
9/1/2036	\$54,000	2.160
<b>Totals</b>	<b>\$800,000</b>	

True Interest Rate 2.1600%

Bank Contact:

Robert Ranes Jr.  
SVP Lending  
269-948-5588

  
\_\_\_\_\_  
Robert Ranes Jr.

**This bid is quoted as a Tax Exempt Obligation. The bid also requires a pledge of The Full Faith and Credit of Yankee Springs Township.**

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# Loan Amortization Schedule



OPTION 1

## Enter Values

Loan amount	\$800,000.00
Annual interest rate	1.65%
Loan period in years	10
Number of payments per year	1
Start date of loan	4/1/2022

## Loan Summary

Scheduled payment	\$87,438.14
Scheduled number of payments	10
Actual number of payments	1
Total early payments	\$0.00
Total interest	\$74,381.38

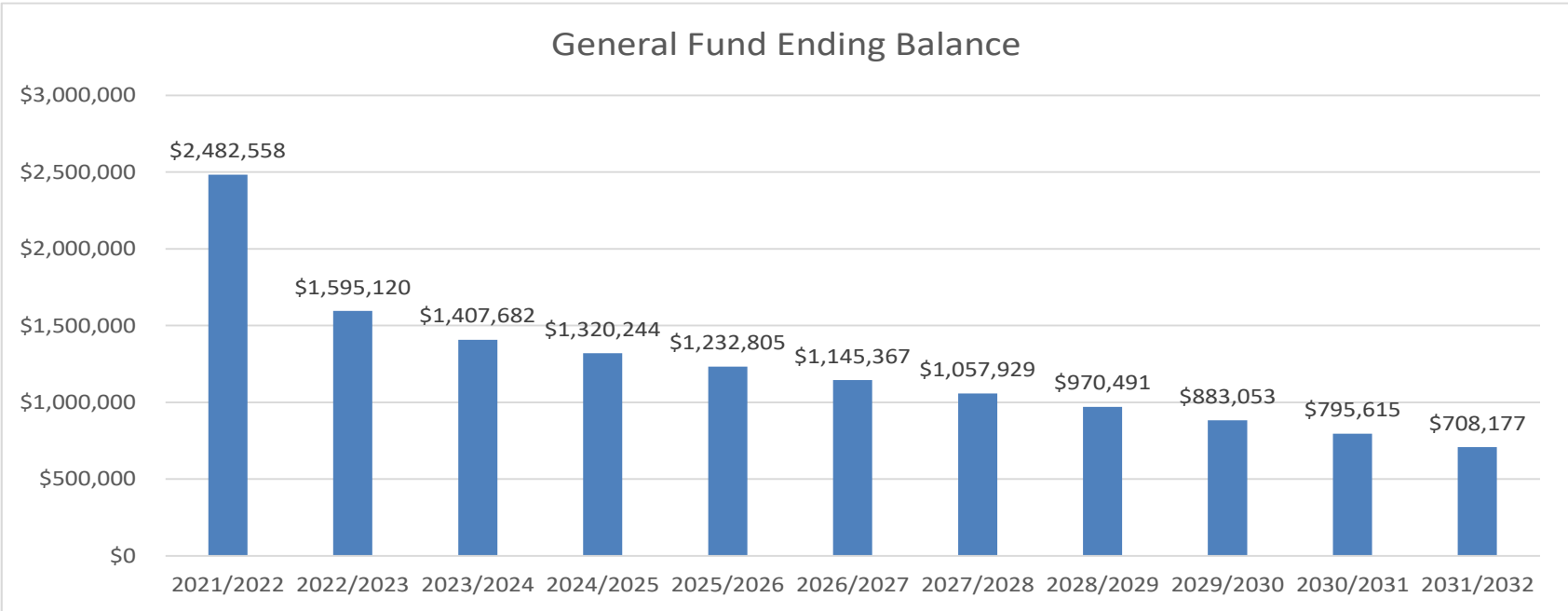
Prepared for:

Yankee Springs Township

Payment Number	Payment Date	Beginning Balance	Scheduled Payment	Extra Payment	Total Payment	Principal	Interest	Ending Balance	Cumulative Interest
1	4/1/2023	\$800,000.00	\$87,438.14	\$0.00	\$87,438.14	\$74,238.14	\$13,200.00	\$725,761.86	\$13,200.00
2	4/1/2024	\$725,761.86	\$87,438.14	\$0.00	\$87,438.14	\$75,463.07	\$11,975.07	\$650,298.79	\$25,175.07
3	4/1/2025	\$650,298.79	\$87,438.14	\$0.00	\$87,438.14	\$76,708.21	\$10,729.93	\$573,590.59	\$35,905.00
4	4/1/2026	\$573,590.59	\$87,438.14	\$0.00	\$87,438.14	\$77,973.89	\$9,464.24	\$495,616.69	\$45,369.25
5	4/1/2027	\$495,616.69	\$87,438.14	\$0.00	\$87,438.14	\$79,260.46	\$8,177.68	\$416,356.23	\$53,546.92
6	4/1/2028	\$416,356.23	\$87,438.14	\$0.00	\$87,438.14	\$80,568.26	\$6,869.88	\$335,787.97	\$60,416.80
7	4/1/2029	\$335,787.97	\$87,438.14	\$0.00	\$87,438.14	\$81,897.64	\$5,540.50	\$253,890.33	\$65,957.30
8	4/1/2030	\$253,890.33	\$87,438.14	\$0.00	\$87,438.14	\$83,248.95	\$4,189.19	\$170,641.38	\$70,146.49
9	4/1/2031	\$170,641.38	\$87,438.14	\$0.00	\$87,438.14	\$84,622.56	\$2,815.58	\$86,018.83	\$72,962.07
10	4/1/2032	\$86,018.83	\$87,438.14	\$0.00	\$86,018.83	\$84,599.52	\$1,419.31	\$0.00	\$74,381.38

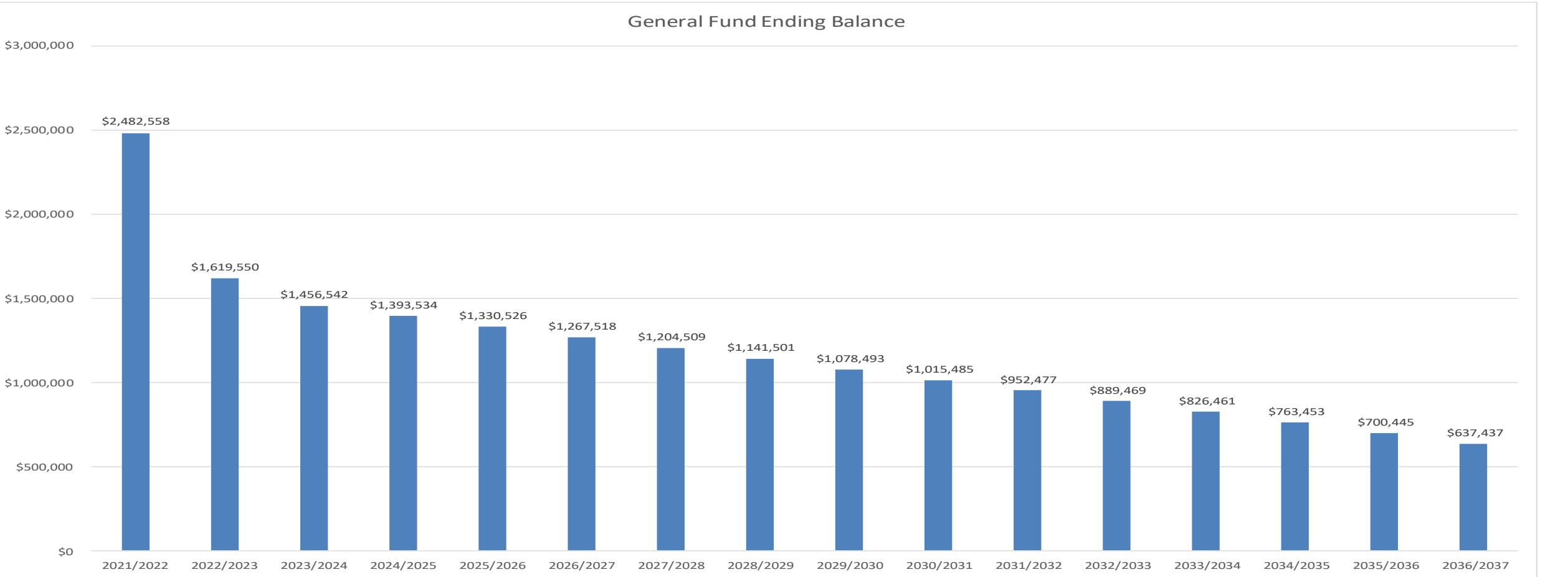
# 10 YEAR TERM EXAMPLE

Design option #1	Large Footprint Office, <i>and</i> Hall Renovation				\$1,200,000	General Fund	\$400,000	Borrow	\$800,000		
Year	0	1	2	3	4	5	6	7	8	9	10
Fiscal Year	2021/2022	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029	2029/2030	2030/2031	2031/2032
<b>General Fund Beginning Balance</b>	\$1,982,558	\$2,482,558	\$1,595,120	\$1,407,682	\$1,320,244	\$1,232,805	\$1,145,367	\$1,057,929	\$970,491	\$883,053	\$795,615
<b>Annual Revenue</b>	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000
<b>Annual Expenses</b>	(\$1,000,000)	(\$1,000,000)	(\$1,000,000)	(\$1,000,000)	(\$1,000,000)	(\$1,000,000)	(\$1,000,000)	(\$1,000,000)	(\$1,000,000)	(\$1,000,000)	(\$1,000,000)
<b>Loan from Bank</b>	\$800,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Project Expenses</b>	(\$300,000)	(\$800,000)	(\$100,000)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Project loan payment</b>	\$0	(\$87,438)	(\$87,438)	(\$87,438)	(\$87,438)	(\$87,438)	(\$87,438)	(\$87,438)	(\$87,438)	(\$87,438)	(\$87,438)
<b>General Fund Ending Balance</b>	\$2,482,558	\$1,595,120	\$1,407,682	\$1,320,244	\$1,232,805	\$1,145,367	\$1,057,929	\$970,491	\$883,053	\$795,615	\$708,177

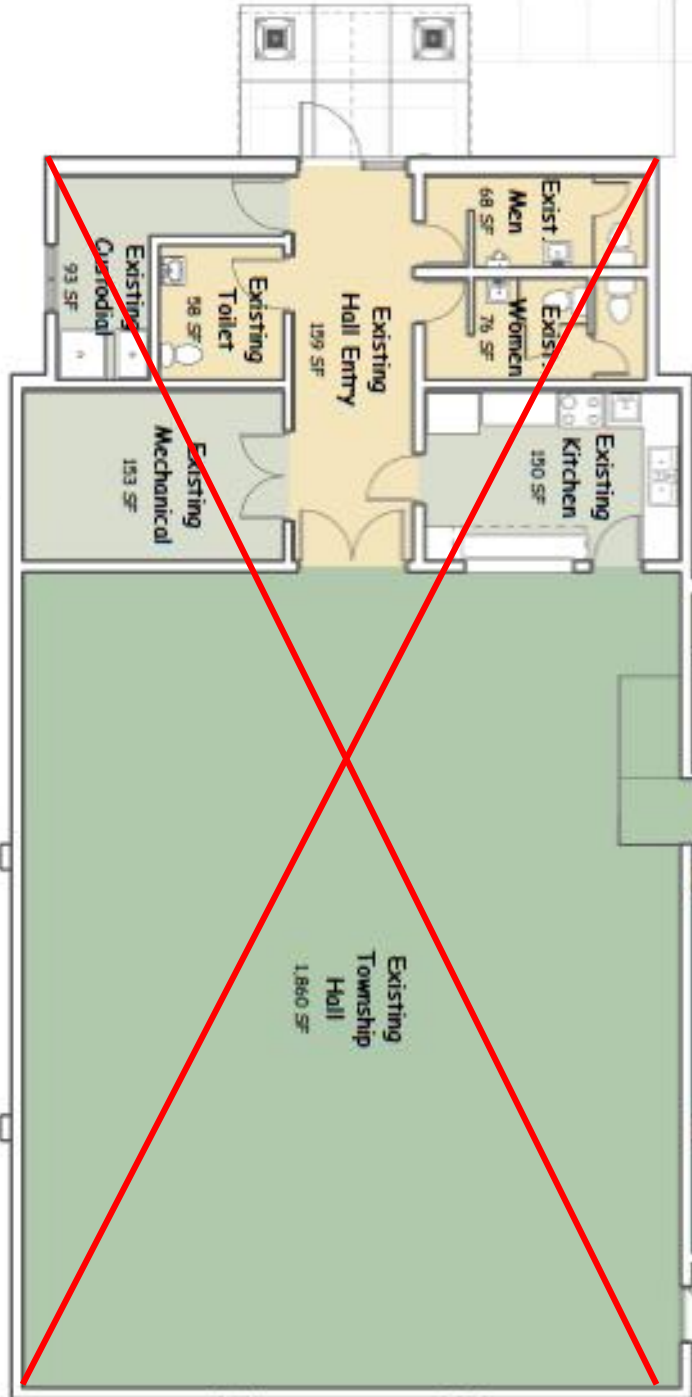


# 15 YEAR TERM EXAMPLE

Design option #1	Large Footprint Office, <i>and</i> Hall Renovation				\$1,200,000	General Fund	\$400,000	Borrow	\$800,000							
Year	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
Fiscal Year	2021/2022	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029	2029/2030	2030/2031	2031/2032	2032/2033	2033/2034	2034/2035	2035/2036	2036/2037
General Fund Beginning Balance	\$1,982,558	\$2,482,558	\$1,619,550	\$1,456,542	\$1,393,534	\$1,330,526	\$1,267,518	\$1,204,509	\$1,141,501	\$1,078,493	\$1,015,485	\$952,477	\$889,469	\$826,461	\$763,453	\$700,445
Annual Revenue	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000
Annual Expenses	(\$1,000,000)	(\$1,000,000)	(\$1,000,000)	(\$1,000,000)	(\$1,000,000)	(\$1,000,000)	(\$1,000,000)	(\$1,000,000)	(\$1,000,000)	(\$1,000,000)	(\$1,000,000)	(\$1,000,000)	(\$1,000,000)	(\$1,000,000)	(\$1,000,000)	(\$1,000,000)
Loan from Bank	\$800,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Project Expenses	(\$300,000)	(\$800,000)	(\$100,000)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Project loan payment	\$0	(\$63,008)	(\$63,008)	(\$63,008)	(\$63,008)	(\$63,008)	(\$63,008)	(\$63,008)	(\$63,008)	(\$63,008)	(\$63,008)	(\$63,008)	(\$63,008)	(\$63,008)	(\$63,008)	(\$63,008)
General Fund Ending Balance	\$2,482,558	\$1,619,550	\$1,456,542	\$1,393,534	\$1,330,526	\$1,267,518	\$1,204,509	\$1,141,501	\$1,078,493	\$1,015,485	\$952,477	\$889,469	\$826,461	\$763,453	\$700,445	\$637,437

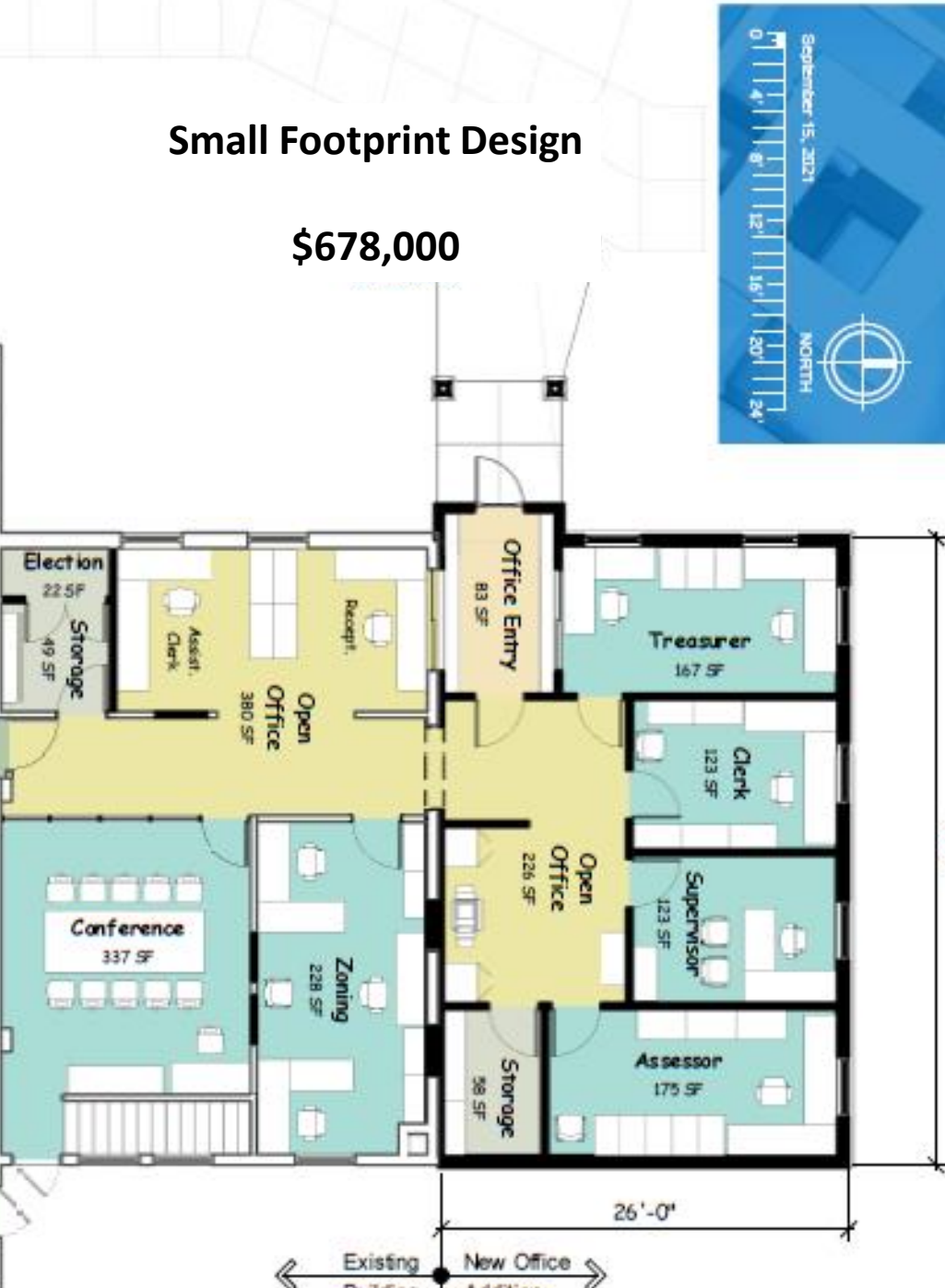


# #2



## Small Footprint Design

\$678,000



Existing Building ← ● → New Office Addition

**Yankee Springs Township**  
**Hall Renovation & Office Addition**  
**Option #2**

Existing Hall Area:	3989 SF
Office Addition Area:	1040 SF
Total Building Area:	5129 SF

September 15, 2021

0' 4' 8' 12' 16' 20' 24'

NORTH



**Yankee Springs Township Offices Improvements**

Probability of Cost - Estimate/Budget

By: DAG

Option #2 (Reduced Addition Size, No Hall Improvements)

Date: 09/29/2021

<b>Item Description -Office Addition - 1040 sf (reduced)</b>	
General Conditions, Bonds, Insurance, Mobilization	\$26,000
Building Enclosure:Concrete, Masonry, and Wood Framing	\$139,000
Building Interior Buildout: Finishes, Fixtures, and Equipment	\$104,000
HVAC Mechanical/Plumbing/ Electrical	\$74,000
Subtotal:	\$343,000
<b>Item Description -Renovate existing offices - 1147 sf (29% of 2019)</b>	
General Conditions	\$10,000
Building Interior Demo and Buildout	\$49,000
HVAC Mechanical/Plumbing/ Electrical (minus new toilet)	\$30,000
Finishes, Fixtures, Flooring	\$28,000
Moving & Temporary Services	\$5,000
Subtotal:	\$122,000
<b>Item Description - Sitework</b>	
Parking Lot modifications/repairs	\$14,000
Water (Address drinking water issue), sewer & storm system modifications	\$14,000
Landscaping, Signage, Ext. Lighting	\$14,000
Subtotal:	\$42,000
<b>Item Description - Technology</b>	
Monitors, new closet, wiring, and equipment	\$21,000
Subtotal:	\$21,000
Construction Subtotal:	\$528,000
Construction Contingency (10%):	\$53,000
<b>Construction Total:</b>	<b>\$581,000</b>
Architectural & Engineering Design Services:	\$97,000
<b>Probability of Cost Total:</b>	<b>\$678,000</b>

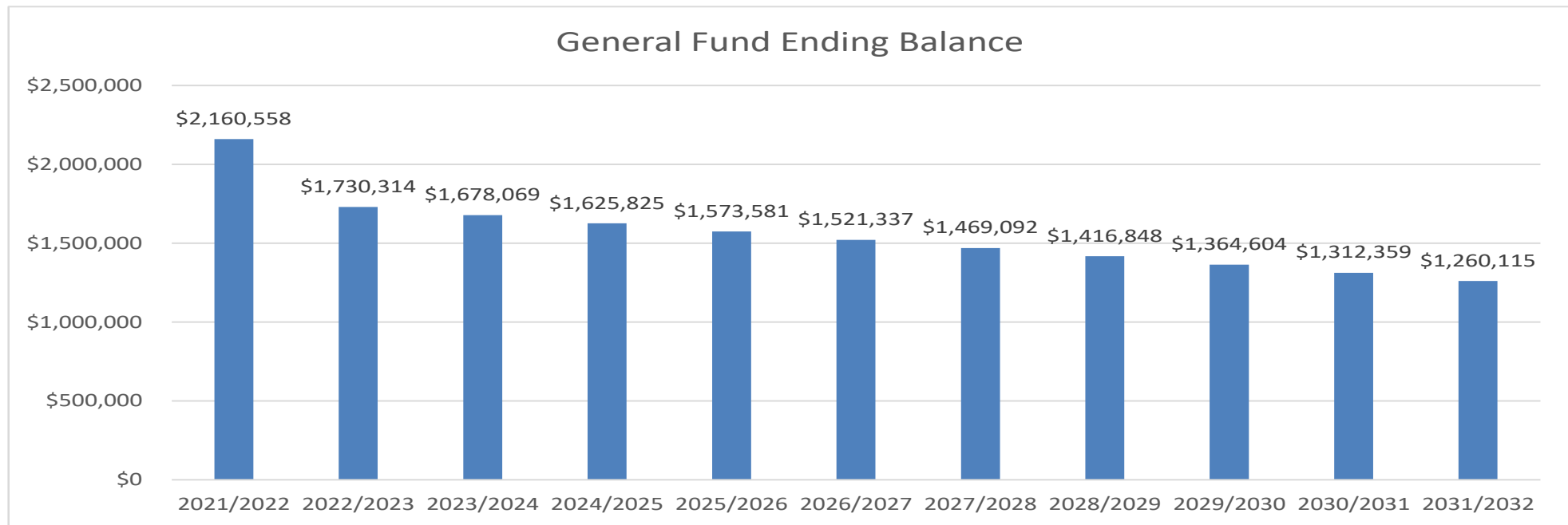
**Notes:**

Cost based on concept sketch. Estimate to be refined based on design drawings, specifications, and bids received.

Estimate is volatile with tariffs on steel and other construction materials. Should be reviewed biannually.

A 40% construction cost inflation rate is projected from May 2020 to May 2022 start date. Based on "Monthly Construction Input Prices Rise" as reported by ABC, starting May 2020 through April 2021, with 1.3% monthly inflation projected until May 2022.

Design option #2	Small Footprint Office only				\$678,000	General Fund	\$200,000	Borrow	\$478,000		
Year	0	1	2	3	4	5	6	7	8	9	10
Fiscal Year	2021/2022	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029	2029/2030	2030/2031	2031/2032
<b>General Fund Beginning Balance</b>	\$1,982,558	\$2,160,558	\$1,730,314	\$1,678,069	\$1,625,825	\$1,573,581	\$1,521,337	\$1,469,092	\$1,416,848	\$1,364,604	\$1,312,359
<b>Annual Revenue</b>	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000
<b>Annual Expenses</b>	(\$1,000,000)	(\$1,000,000)	(\$1,000,000)	(\$1,000,000)	(\$1,000,000)	(\$1,000,000)	(\$1,000,000)	(\$1,000,000)	(\$1,000,000)	(\$1,000,000)	(\$1,000,000)
<b>Loan from Bank</b>	\$478,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Project Expenses</b>	(\$300,000)	(\$378,000)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Project loan payment</b>	\$0	(\$52,244)	(\$52,244)	(\$52,244)	(\$52,244)	(\$52,244)	(\$52,244)	(\$52,244)	(\$52,244)	(\$52,244)	(\$52,244)
<b>General Fund Ending Balance</b>	\$2,160,558	\$1,730,314	\$1,678,069	\$1,625,825	\$1,573,581	\$1,521,337	\$1,469,092	\$1,416,848	\$1,364,604	\$1,312,359	\$1,260,115



# # 3

## Large Footprint Design

### \$909,000

Yankee Springs Township  
Hall Renovation &  
Office Addition  
Option #3

Existing Hall Area:	3989 SF
Office Addition Area:	1727 SF
Total Building Area:	5716 SF

September 15, 2021

0 4 8 12 16 20 24'

NORTH







**Yankee Springs Township Offices Improvements**

Probability of Cost - Estimate/Budget

By: DAG

Option #3 (No Hall Improvements)

Date: 09/29/2021

<b>Item Description -Office Addition - 1727 sf</b>	
General Conditions, Bonds, Insurance, Mobilization	\$42,000
Building Enclosure:Concrete, Masonry, and Wood Framing	\$224,000
Building Interior Buildout: Finishes, Fixtures, and Equipment	\$168,000
HVAC Mechanical/Plumbing/ Electrical	\$119,000
Subtotal:	\$553,000
<b>Item Description -Renovate existing offices - 1147 sf (29% of 2019)</b>	
General Conditions	\$10,000
Building Interior Demo and Buildout	\$49,000
HVAC Mechanical/Plumbing/ Electrical (minus new toilet)	\$30,000
Finishes, Fixtures, Flooring	\$28,000
Moving & Temporary Services	\$5,000
Subtotal:	\$122,000
<b>Item Description - Sitework</b>	
Parking Lot modifications/repairs	\$14,000
Water (Address drinking water issue), sewer & storm system modifications	\$14,000
Landscaping, Signage, Ext. Lighting	\$14,000
Subtotal:	\$42,000
<b>Item Description - Technology</b>	
Monitors, new closet, wiring, and equipment	\$21,000
Subtotal:	\$21,000
Construction Subtotal:	\$738,000
Construction Contingency (10%):	\$74,000
<b>Construction Total:</b>	<b>\$812,000</b>
Architectural & Engineering Design Services:	\$97,000
<b>Probability of Cost Total:</b>	<b>\$909,000</b>

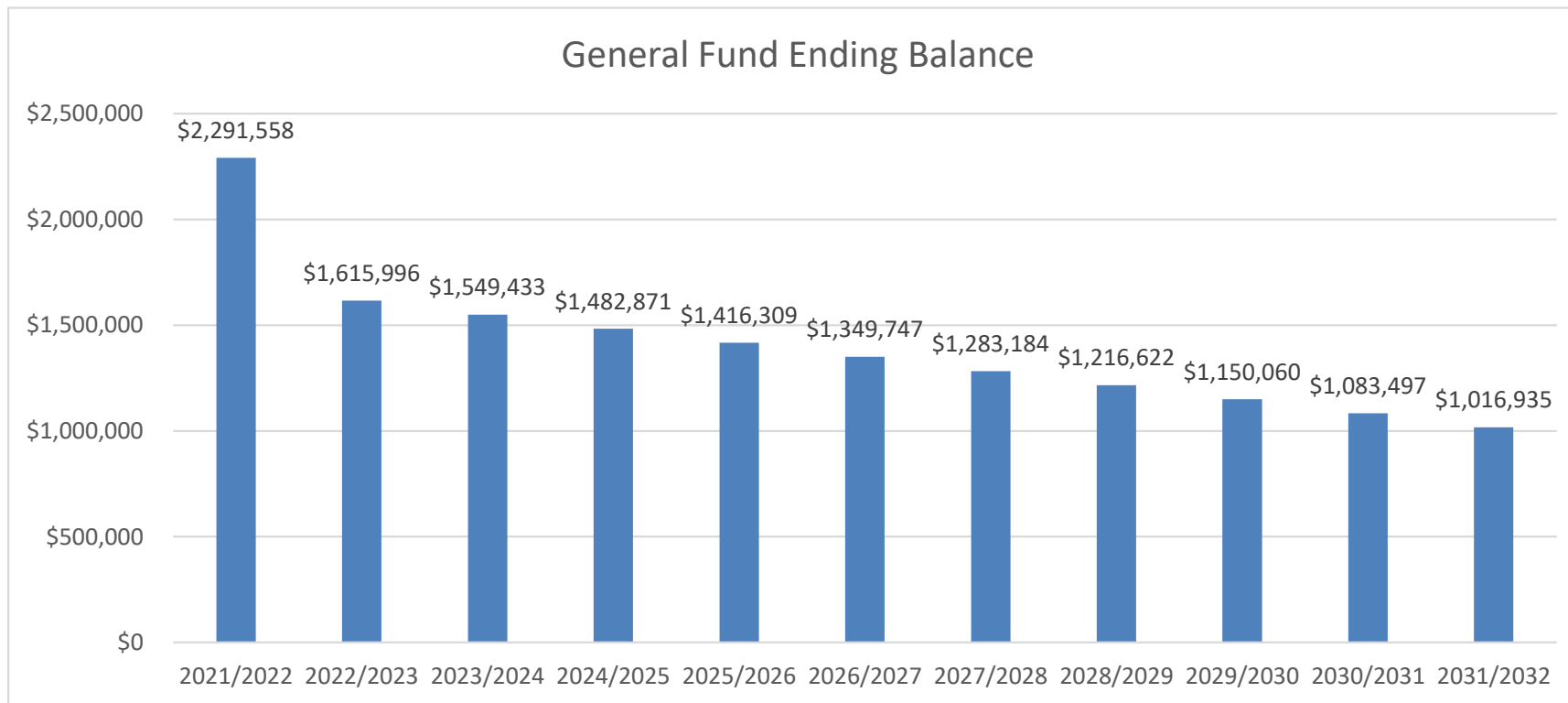
**Notes:**

Cost based on concept sketch. Estimate to be refined based on design drawings, specifications, and bids received.

Estimate is volatile with tariffs on steel and other construction materials. Should be reviewed biannually.

A 40% construction cost inflation rate is projected from May 2020 to May 2022 start date. Based on "Monthly Construction Input Prices Rise" as reported by ABC, starting May 2020 through April 2021, with 1.3% monthly inflation projected until May 2022.

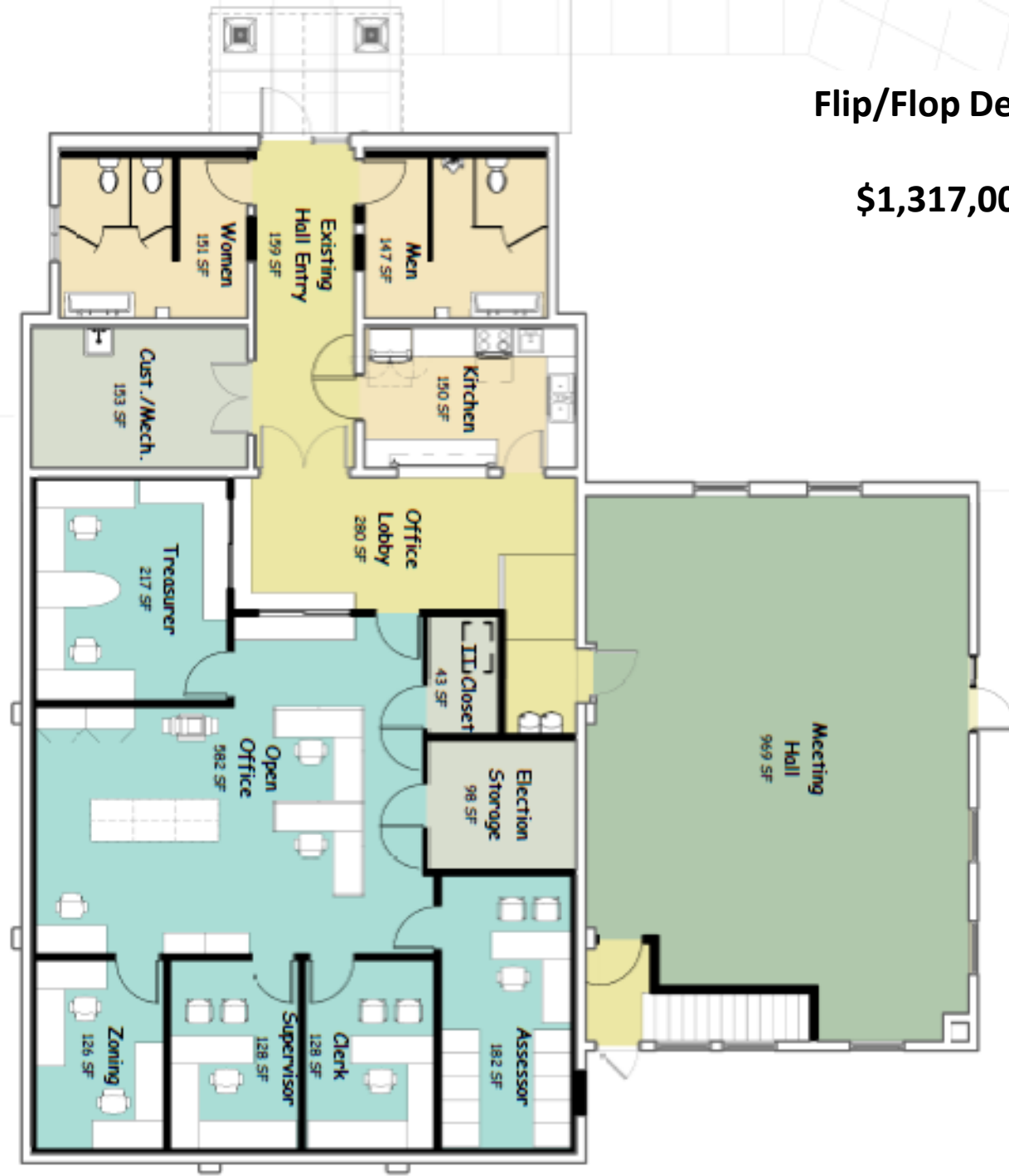
Design option #3	Large Footprint Office only				\$909,000	General Fund	\$300,000	Borrow	\$609,000		
Year	0	1	2	3	4	5	6	7	8	9	10
Fiscal Year	2021/2022	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029	2029/2030	2030/2031	2031/2032
<b>General Fund Beginning Balance</b>	\$1,982,558	\$2,291,558	\$1,615,996	\$1,549,433	\$1,482,871	\$1,416,309	\$1,349,747	\$1,283,184	\$1,216,622	\$1,150,060	\$1,083,497
<b>Annual Revenue</b>	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000
<b>Annual Expenses</b>	(\$1,000,000)	(\$1,000,000)	(\$1,000,000)	(\$1,000,000)	(\$1,000,000)	(\$1,000,000)	(\$1,000,000)	(\$1,000,000)	(\$1,000,000)	(\$1,000,000)	(\$1,000,000)
<b>Loan from Bank</b>	\$609,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Project Expenses</b>	(\$300,000)	(\$609,000)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Project loan payment</b>	\$0	(\$66,562)	(\$66,562)	(\$66,562)	(\$66,562)	(\$66,562)	(\$66,562)	(\$66,562)	(\$66,562)	(\$66,562)	(\$66,562)
<b>General Fund Ending Balance</b>	\$2,291,558	\$1,615,996	\$1,549,433	\$1,482,871	\$1,416,309	\$1,349,747	\$1,283,184	\$1,216,622	\$1,150,060	\$1,083,497	\$1,016,935



#4

Flip/Flop Design

\$1,317,000





**Yankee Springs Township Offices Improvements**

Probability of Cost - Estimate/Budget

By: DAG

Option #4 (Renovation Without Addition)

Date: 9/29/2021

<b>Item Description - Exist. Basement (Struct. &amp; Fire Protection) - 1000 SF</b>	
General Conditions, Bonds, Insurance, Mobilization	\$20,000
Floor structure & Foundations: Concrete, Masonry, & Wood Framing	\$70,000
Fire Protection	\$50,000
HVAC Mechanical/Plumbing/ Electrical	\$42,000
Subtotal:	\$182,000
<b>Item Description -Renovate existing offices/ meeting room- 4003 sf</b>	
General Conditions	\$50,000
Building Interior Demo and Buildout	\$224,000
HVAC Mechanical/Plumbing/ Electrical	\$299,000
Finishes, Fixtures, Flooring	\$266,000
Moving & Temporary Services	\$8,000
Subtotal:	\$847,000
<b>Item Description - Sitework</b>	
Parking Lot modifications/repairs	\$14,000
Water (Address drinking water issue), sewer & storm system modifications	\$14,000
Landscaping, Signage, Ext. Lighting	\$10,000
Subtotal:	\$38,000
<b>Item Description - Technology</b>	
Monitors, new closet, wiring, and equipment	\$42,000
Subtotal:	\$42,000
Construction Subtotal:	\$1,109,000
Construction Contingency (10%):	\$111,000
<b>Construction Total:</b>	<b>\$1,220,000</b>
Architectural & Engineering Design Services:	\$97,000
<b>Probability of Cost Total:</b>	<b>\$1,317,000</b>

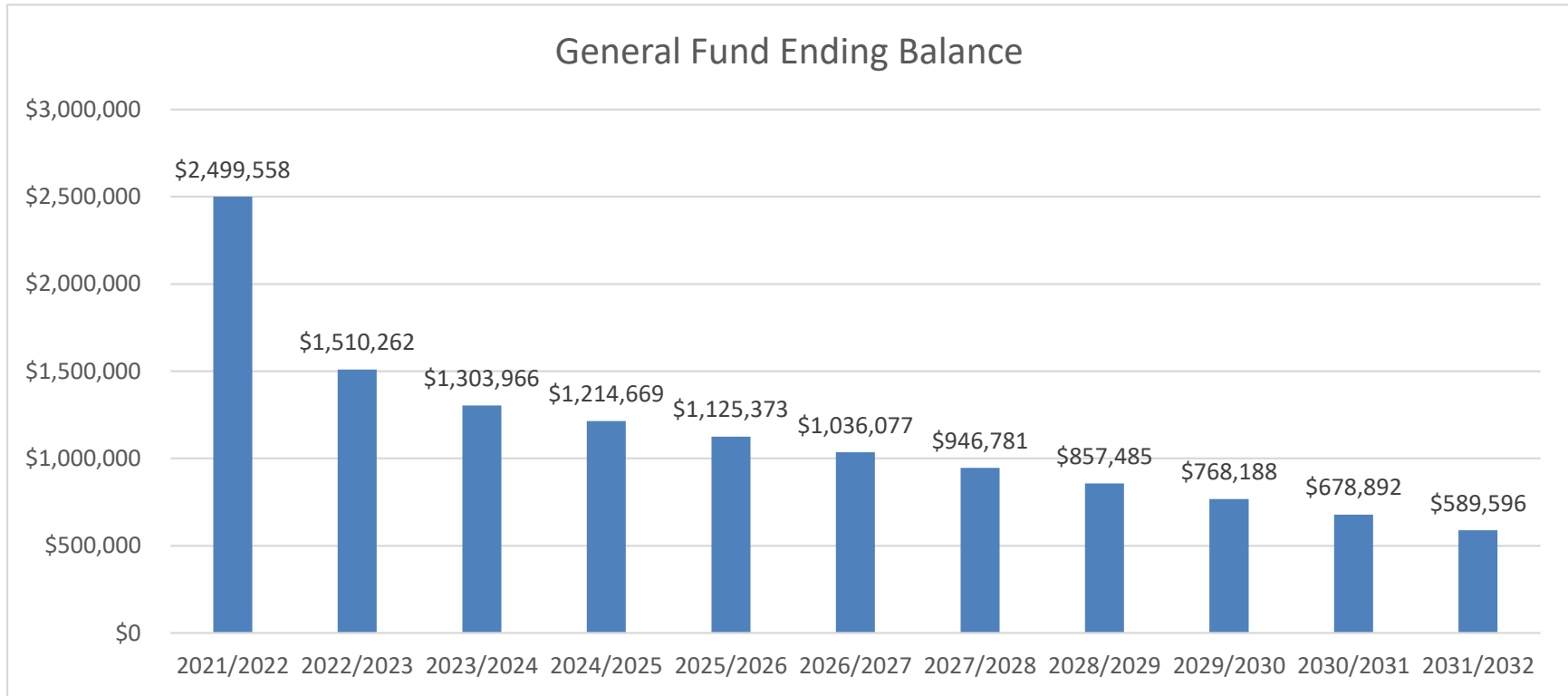
**Notes:**

Cost based on concept sketch. Estimate to be refined based on design drawings, specifications, and bids received.

Estimate is volatile with tariffs on steel and other construction materials. Should be reviewed biannually.

A 40% construction cost inflation rate is projected from May 2020 to May 2022 start date. Based on "Monthly Construction Input Prices Rise" as reported by ABC, starting May 2020 through April 2021, with 1.3% monthly inflation projected until May 2022.

Design option #4	Flip/Flop Office, and Hall Renovation				\$1,317,000	General Fund	\$500,000	Borrow	\$817,000		
Year	0	1	2	3	4	5	6	7	8	9	10
Fiscal Year	2021/2022	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029	2029/2030	2030/2031	2031/2032
General Fund Beginning Balance	\$1,982,558	\$2,499,558	\$1,510,262	\$1,303,966	\$1,214,669	\$1,125,373	\$1,036,077	\$946,781	\$857,485	\$768,188	\$678,892
Annual Revenue	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000
Annual Expenses	(\$1,000,000)	(\$1,000,000)	(\$1,000,000)	(\$1,000,000)	(\$1,000,000)	(\$1,000,000)	(\$1,000,000)	(\$1,000,000)	(\$1,000,000)	(\$1,000,000)	(\$1,000,000)
Loan from Bank	\$817,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Project Expenses	(\$300,000)	(\$900,000)	(\$117,000)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Project loan payment	\$0	(\$89,296)	(\$89,296)	(\$89,296)	(\$89,296)	(\$89,296)	(\$89,296)	(\$89,296)	(\$89,296)	(\$89,296)	(\$89,296)
General Fund Ending Balance	\$2,499,558	\$1,510,262	\$1,303,966	\$1,214,669	\$1,214,669	\$1,125,373	\$1,036,077	\$946,781	\$857,485	\$768,188	\$589,596



#5

# Hybrid Design

## Small Footprint & Hall

### \$969,000

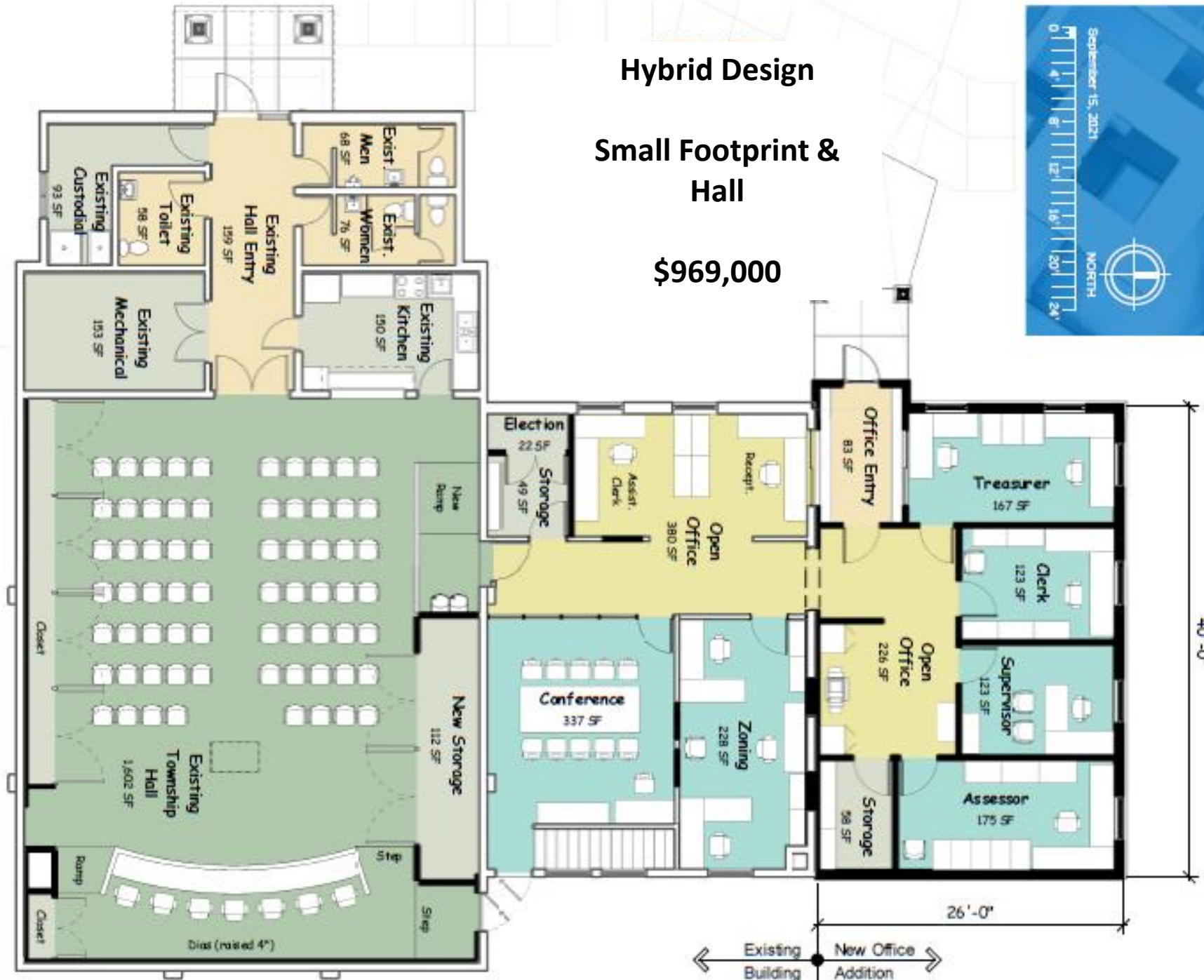
**Yankee Springs Township**  
**Hall Renovation & Office Addition**  
**Option #5**

Existing Hall Area:	3989 SF
Office Addition Area:	1040 SF
<b>Total Building Area:</b>	<b>5129 SF</b>

September 15, 2021

0' 4' 8' 12' 16' 20' 24'

NORTH





### Yankee Springs Township Offices Improvements

Probability of Construction Cost - Estimate/Budget

By: DAG

Option #5 (Reduced Addition With Hall Improvements)

Date: 9/29/2021

<b>Item Description -Office Addition - 1040 sf (reduced)</b>	
General Conditions, Bonds, Insurance, Mobilization	\$26,000
Building Enclosure:Concrete, Masonry, and Wood Framing	\$139,000
Building Interior Buildout: Finishes, Fixtures, and Equipment	\$104,000
HVAC Mechanical/Plumbing/ Electrical	\$74,000
Subtotal:	\$343,000
<b>Item Description -Renovate existing offices/ meeting room- 3989 sf</b>	
General Conditions	\$35,000
Building Interior Demo and Buildout	\$168,000
HVAC Mechanical/Plumbing/ Electrical	\$60,000
Finishes, Fixtures, Flooring	\$98,000
Moving & Temporary Services	\$8,000
Subtotal:	\$369,000
<b>Item Description - Sitework</b>	
Parking Lot modifications/repairs	\$14,000
Water (Address drinking water issue), sewer & storm system modifications	\$14,000
Landscaping, Signage, Ext. Lighting	\$10,000
Subtotal:	\$38,000
<b>Item Description - Technology</b>	
Monitors, new closet, wiring, and equipment	\$42,000
Subtotal:	\$42,000
Construction Subtotal:	\$792,000
Construction Contingency (10%):	\$80,000
<b>Construction Total:</b>	<b>\$872,000</b>
Architectural & Engineering Design Services:	\$97,000
<b>Probability of Cost Total:</b>	<b>\$969,000</b>

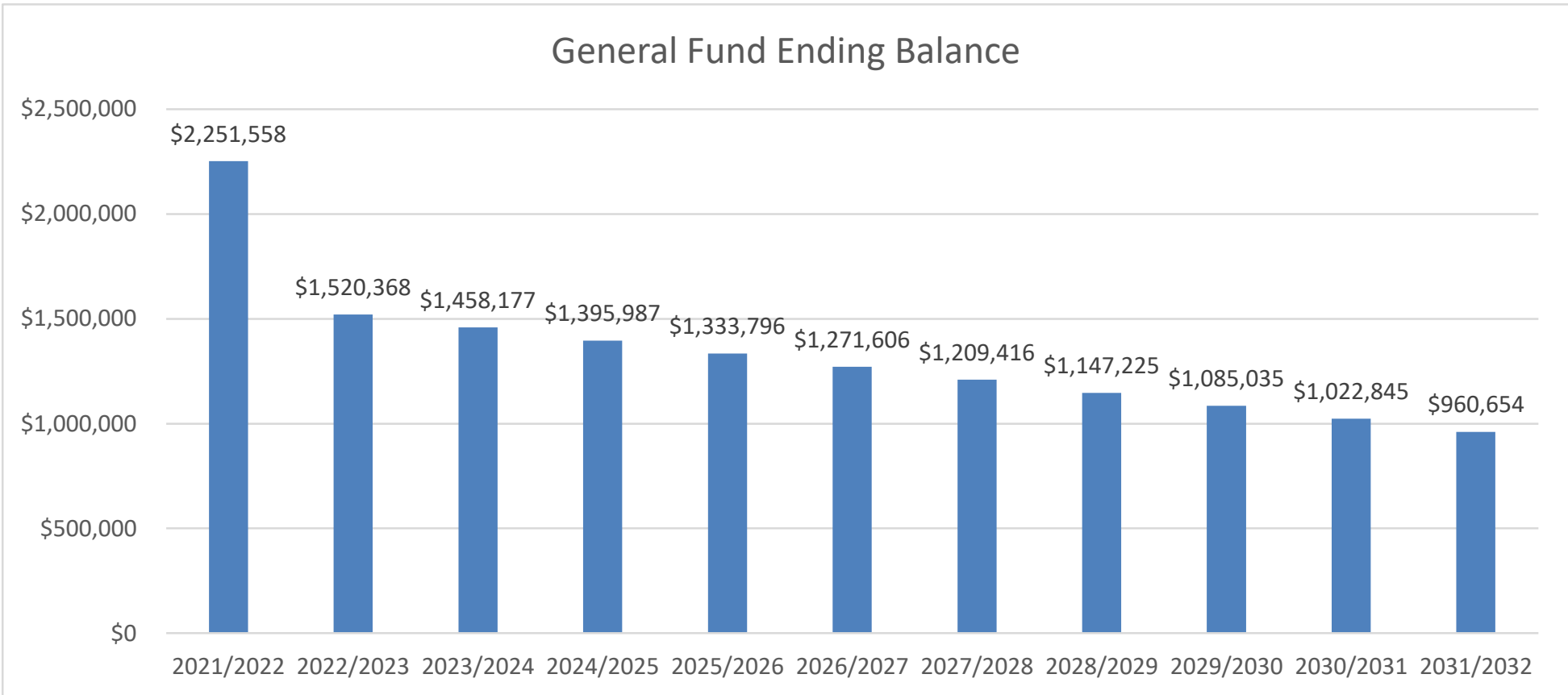
**Notes:**

Cost based on concept sketch. Estimate to be refined based on design drawings, specifications, and bids received.

Estimate is volatile with tariffs on steel and other construction materials. Should be reviewed biannually.

A 40% construction cost inflation rate is projected from May 2020 to May 2022 start date. Based on "Monthly Construction Input Prices Rise" as reported by ABC, starting May 2020 through April 2021, with 1.3% monthly inflation projected until May 2022.

Design option #5	Small Footprint Office, and Hall Renovation				\$969,000	General Fund	\$400,000	Borrow	\$569,000		
Year	0	1	2	3	4	5	6	7	8	9	10
Fiscal Year	2021/2022	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029	2029/2030	2030/2031	2031/2032
General Fund Beginning Balance	\$1,982,558	\$2,251,558	\$1,520,368	\$1,458,177	\$1,395,987	\$1,333,796	\$1,271,606	\$1,209,416	\$1,147,225	\$1,085,035	\$1,022,845
Annual Revenue	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000
Annual Expenses	(\$1,000,000)	(\$1,000,000)	(\$1,000,000)	(\$1,000,000)	(\$1,000,000)	(\$1,000,000)	(\$1,000,000)	(\$1,000,000)	(\$1,000,000)	(\$1,000,000)	(\$1,000,000)
Loan from Bank	\$569,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Project Expenses	(\$300,000)	(\$669,000)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Project loan payment	\$0	(\$62,190)	(\$62,190)	(\$62,190)	(\$62,190)	(\$62,190)	(\$62,190)	(\$62,190)	(\$62,190)	(\$62,190)	(\$62,190)
General Fund Ending Balance	\$2,251,558	\$1,520,368	\$1,458,177	\$1,395,987	\$1,333,796	\$1,271,606	\$1,209,416	\$1,147,225	\$1,085,035	\$1,022,845	\$960,654





#6

Design Option #6

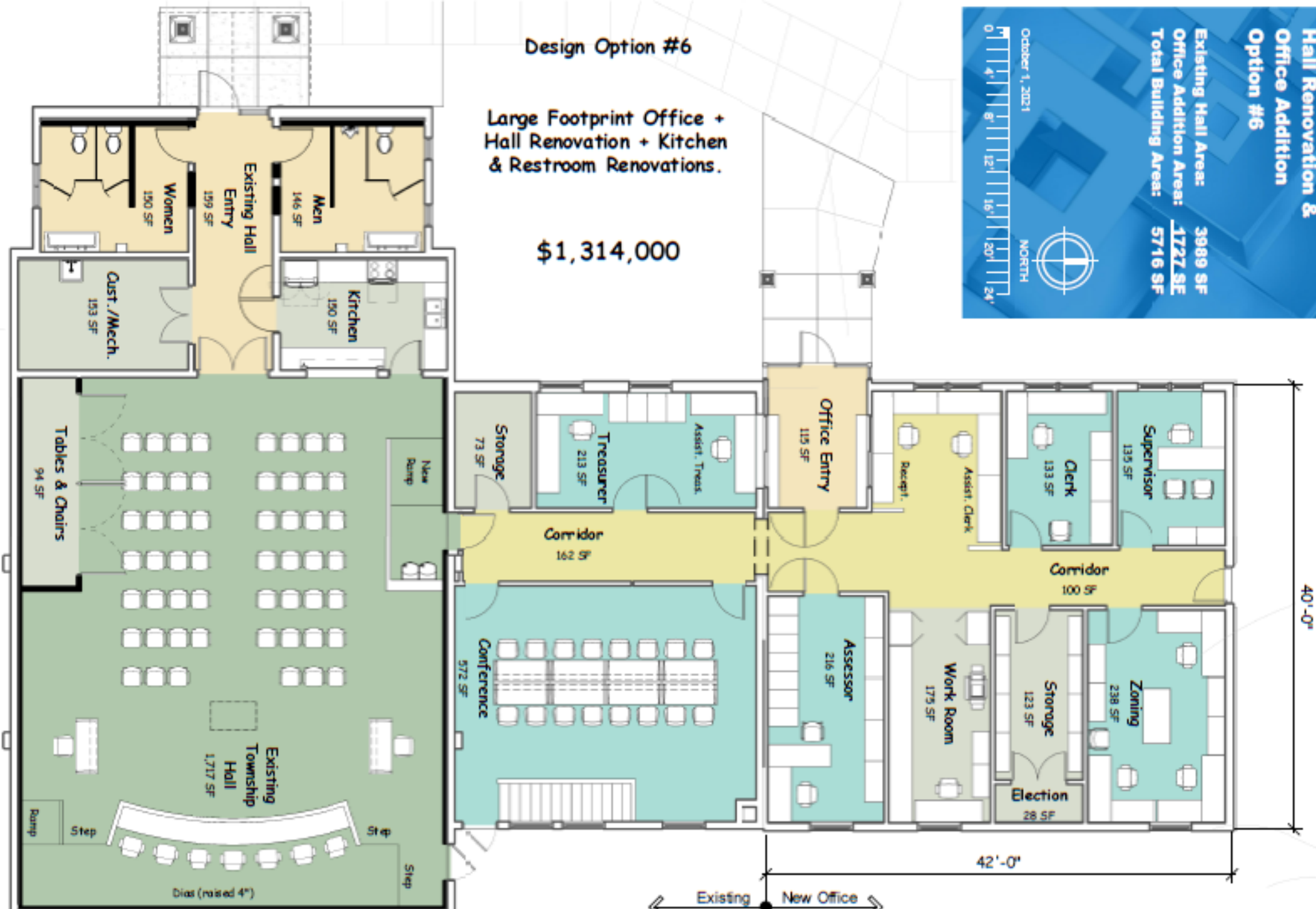
Large Footprint Office + Hall Renovation + Kitchen & Restroom Renovations.

\$1,314,000

**Yankee Springs Township**  
**Hall Renovation & Office Addition**  
**Option #6**

Existing Hall Area: 3989 SF  
 Office Addition Area: 1727 SF  
 Total Building Area: 5716 SF

October 1, 2021





**Yankee Springs Township Offices Improvements**

Probability of Cost - Estimate/Budget

By: DAG

Option #1 (Original Scope)

Date: 10/01/2021

<b>Item Description -Office Addition - 1727 sf</b>	
General Conditions, Bonds, Insurance, Mobilization	\$42,000
Building Enclosure:Concrete, Masonry, and Wood Framing	\$224,000
Building Interior Buildout: Finishes, Fixtures, and Equipment	\$168,000
HVAC Mechanical/Plumbing/ Electrical	\$119,000
Subtotal:	\$553,000
<b>Item Description -Renovate existing offices/ meeting room- 3989 sf</b>	
General Conditions	\$35,000
Building Interior Demo and Buildout	\$168,000
HVAC Mechanical/Plumbing/ Electrical	\$60,000
Finishes, Fixtures, Flooring	\$98,000
Moving & Temporary Services	\$8,000
Subtotal:	\$369,000
<b>Item Description -Renovate existing restrooms for ADA - 296 sf</b>	
General Conditions	\$8,000
Building Interior Demo and Buildout	\$18,000
HVAC Mechanical/Plumbing/ Electrical	\$38,000
Finishes, Fixtures, Flooring	\$12,000
Subtotal:	\$76,000
<b>Item Description -Renovate existing kitchen for ADA - 150 sf</b>	
General Conditions	\$3,000
Building Interior Demo and Buildout	\$10,000
HVAC Mechanical/Plumbing/ Electrical	\$10,000
Finishes, Fixtures, Flooring	\$11,000
Subtotal:	\$34,000
<b>Item Description - Sitework</b>	
Parking Lot modifications/repairs	\$14,000
Water (Address drinking water issue), sewer & storm system modifications	\$14,000
Landscaping, Signage, Ext. Lighting	\$10,000
Subtotal:	\$38,000
<b>Item Description - Technology</b>	
Monitors, new closet, wiring, and equipment	\$42,000
Subtotal:	\$42,000
Construction Subtotal:	\$1,108,000
Construction Contingency (10%):	\$111,000
<b>Construction Total:</b>	<b>\$1,217,000</b>
Architectural & Engineering Design Services:	\$97,000
<b>Probability of Cost Total:</b>	<b>\$1,314,000</b>

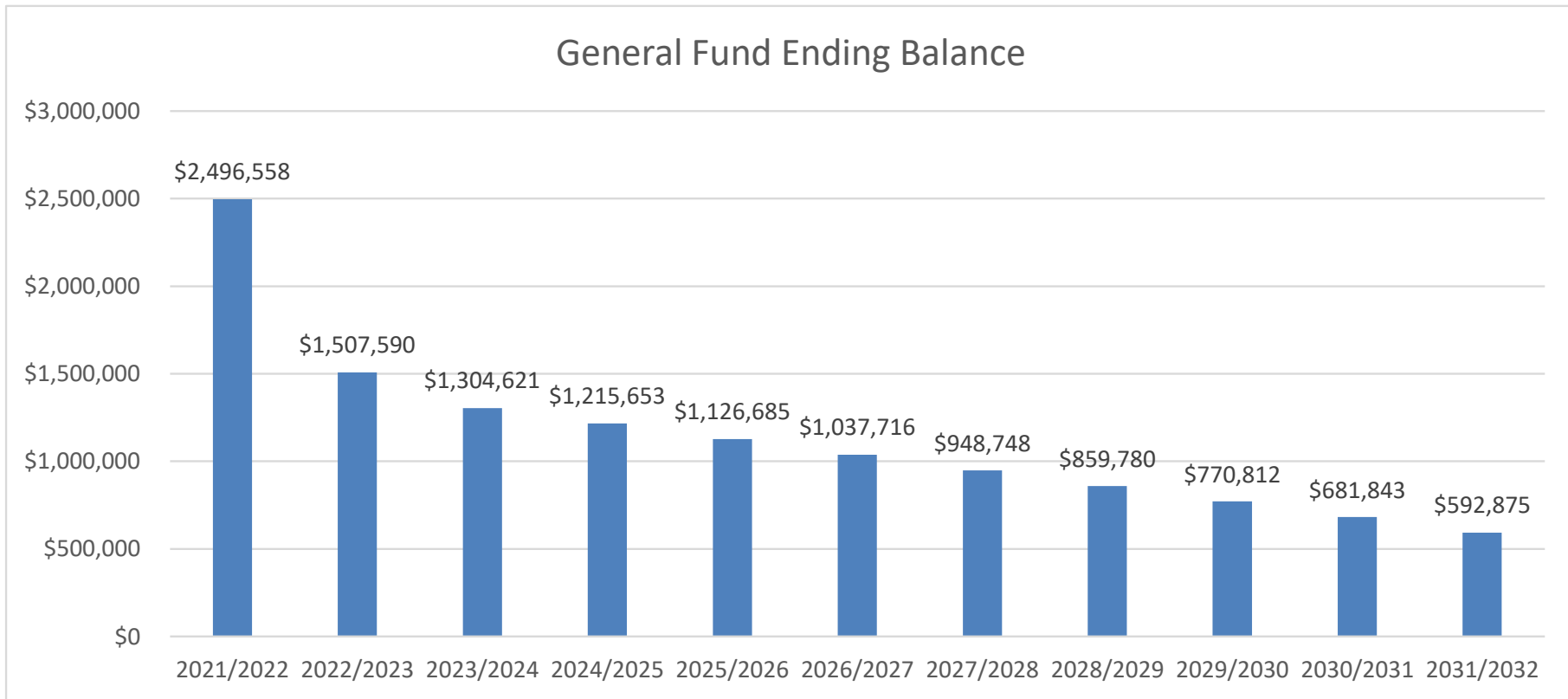
**Notes:**

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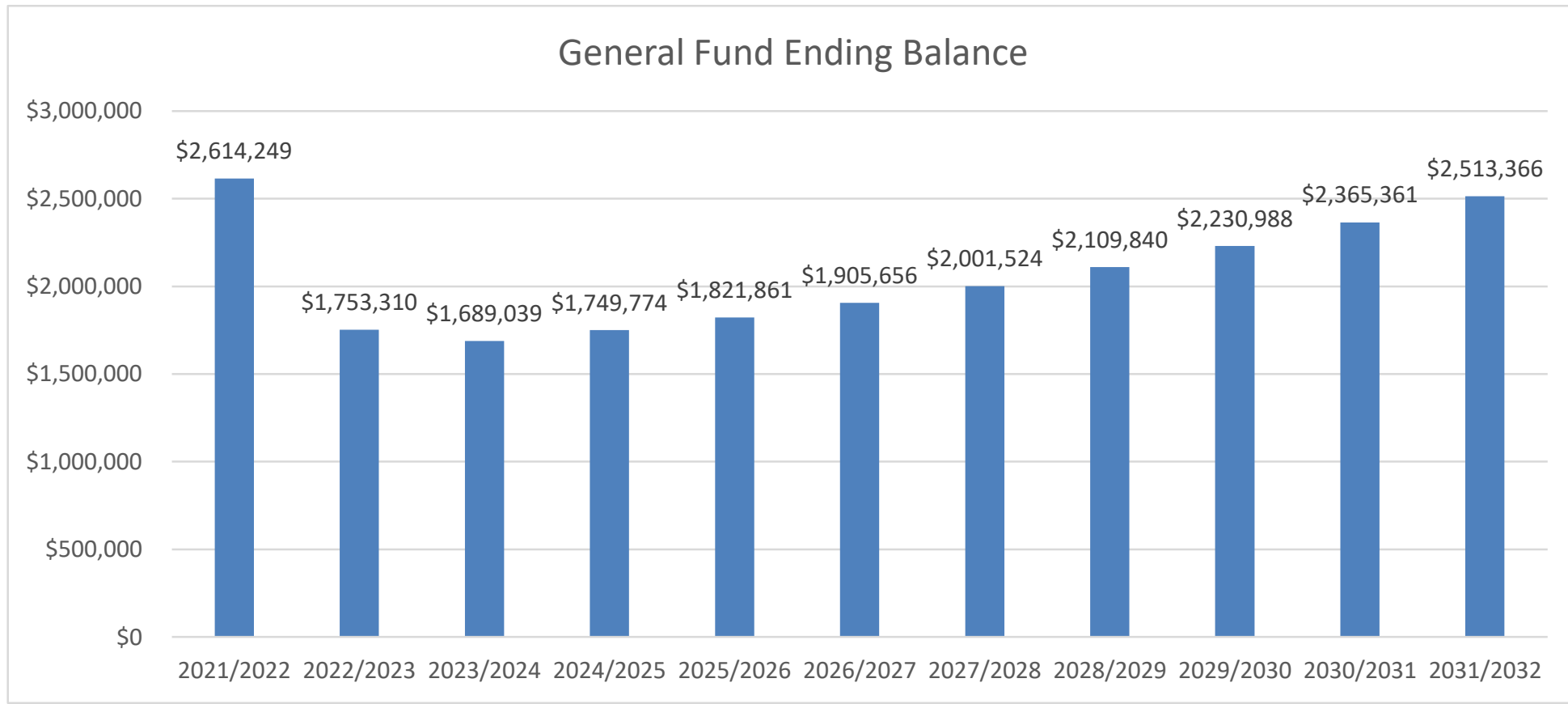
A 40% construction cost inflation rate is projected from May 2020 to May 2022 start date. Based on "Monthly Construction Input Prices Rise" as reported by ABC, starting May 2020 through April 2021, with 1.3% monthly inflation projected until May 2022.

Design option #6	Large Footprint Office, + Hall Renovation + Kitchen & Restrooms										\$1,314,000	General Fund	\$500,000	Borrow	\$814,000		
Year	0	1	2	3	4	5	6	7	8	9	10						
Fiscal Year	2021/2022	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029	2029/2030	2030/2031	2031/2032						
General Fund Beginning Balance	\$1,982,558	\$2,496,558	\$1,507,590	\$1,304,621	\$1,215,653	\$1,126,685	\$1,037,716	\$948,748	\$859,780	\$770,812	\$681,843						
Annual Revenue	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000						
Annual Expenses	(\$1,000,000)	(\$1,000,000)	(\$1,000,000)	(\$1,000,000)	(\$1,000,000)	(\$1,000,000)	(\$1,000,000)	(\$1,000,000)	(\$1,000,000)	(\$1,000,000)	(\$1,000,000)						
Loan from Bank	\$814,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0						
Project Expenses	(\$300,000)	(\$900,000)	(\$114,000)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0						
Project loan payment	\$0	(\$88,968)	(\$88,968)	(\$88,968)	(\$88,968)	(\$88,968)	(\$88,968)	(\$88,968)	(\$88,968)	(\$88,968)	(\$88,968)						
General Fund Ending Balance	\$2,496,558	\$1,507,590	\$1,304,621	\$1,215,653	\$1,126,685	\$1,037,716	\$948,748	\$859,780	\$770,812	\$681,843	\$592,875						



**Assumes 2.3% annual revenue growth & 1.2% annual expense growth.**

Design option #6	Large Footprint Office, + Hall Renovation + Kitchen & Restrooms					\$1,314,000	General Fund	\$500,000	Borrow	\$814,000		
Year	0	1	2	3	4	5	6	7	8	9	10	
Fiscal Year	2021/2022	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029	2029/2030	2030/2031	2031/2032	
General Fund Beginning Balance	\$1,982,558	\$2,614,249	\$1,753,310	\$1,689,039	\$1,749,774	\$1,821,861	\$1,905,656	\$2,001,524	\$2,109,840	\$2,230,988	\$2,365,361	
Annual Revenue	\$809,036	\$827,643	\$846,677	\$866,150	\$886,070	\$906,449	\$927,296	\$948,623	\$970,440	\$992,759	\$1,015,591	
Annual Expenses	(\$691,345)	(\$699,613)	(\$707,980)	(\$716,447)	(\$725,015)	(\$733,685)	(\$742,460)	(\$751,339)	(\$760,324)	(\$769,417)	(\$778,619)	
Loan from Bank	\$814,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Project Expenses	(\$300,000)	(\$900,000)	(\$114,000)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Project loan payment	\$0	(\$88,968)	(\$88,968)	(\$88,968)	(\$88,968)	(\$88,968)	(\$88,968)	(\$88,968)	(\$88,968)	(\$88,968)	(\$88,968)	
General Fund Ending Balance	\$2,614,249	\$1,753,310	\$1,689,039	\$1,749,774	\$1,821,861	\$1,905,656	\$2,001,524	\$2,109,840	\$2,230,988	\$2,365,361	\$2,513,366	



## Possible voting method.

**Motion to eliminate option #4  
“Flip/Flop” from consideration.**

**3 separate votes to “build”  
the hall/office.**

**1<sup>st</sup> – Decide the size of the  
office.**

**2<sup>nd</sup> – Decide if the hall will be  
renovated.**

**3<sup>rd</sup> – Decide if the restrooms  
and kitchen will be  
renovated.**



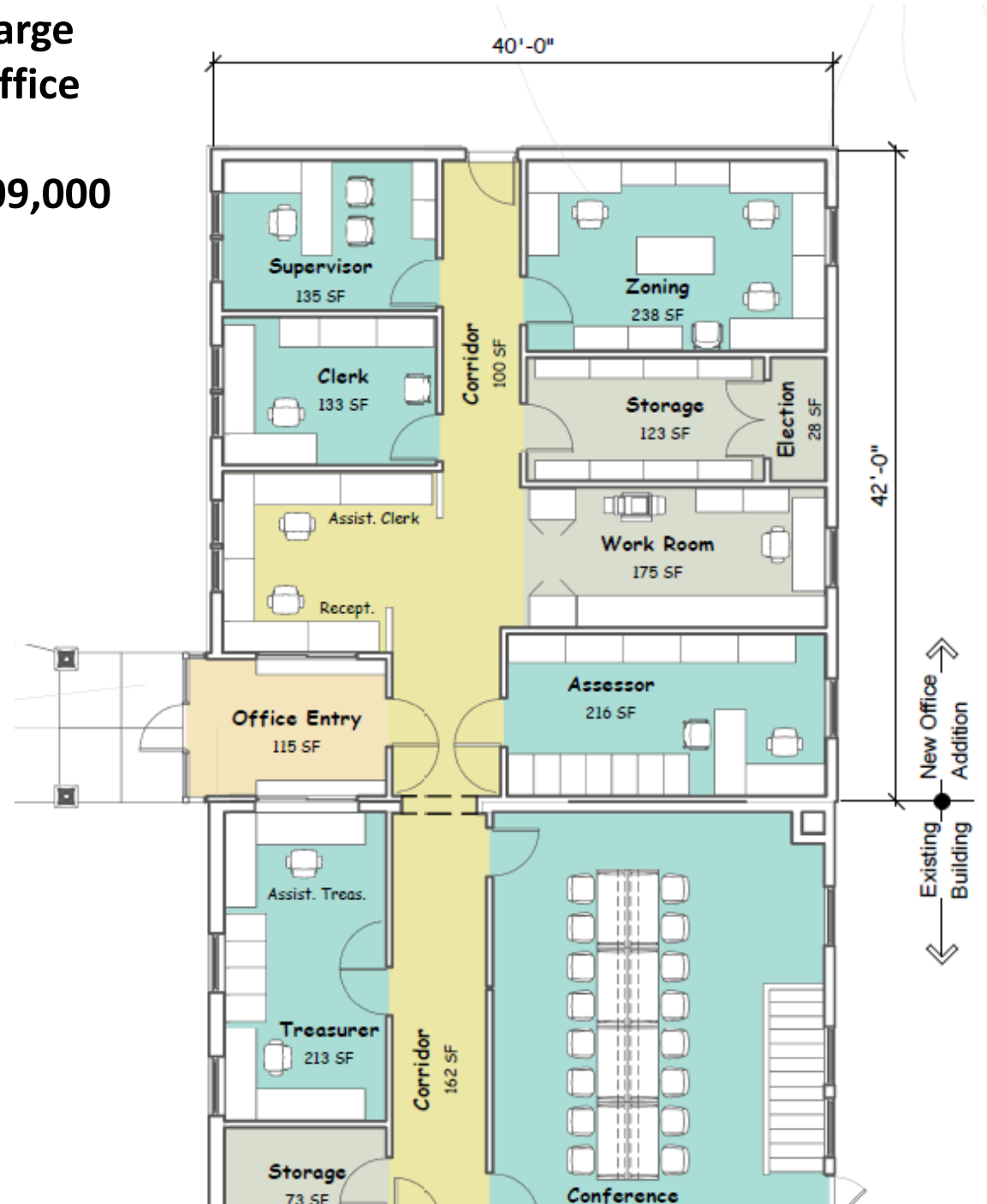
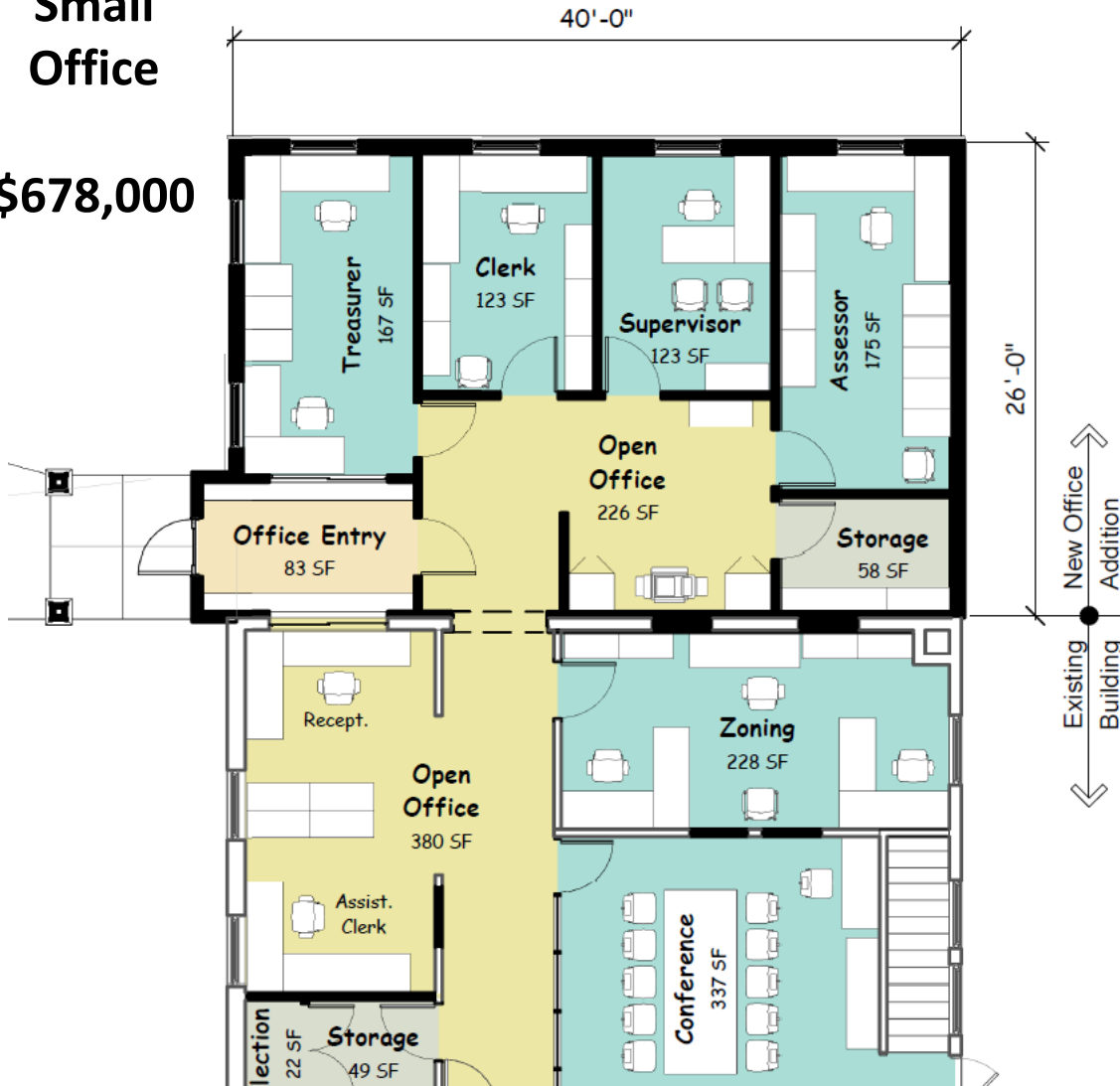
Motion to build the Large office design as shown in options #1, #3 & #6 at a cost of \$909,000.

### Large Office

\$909,000

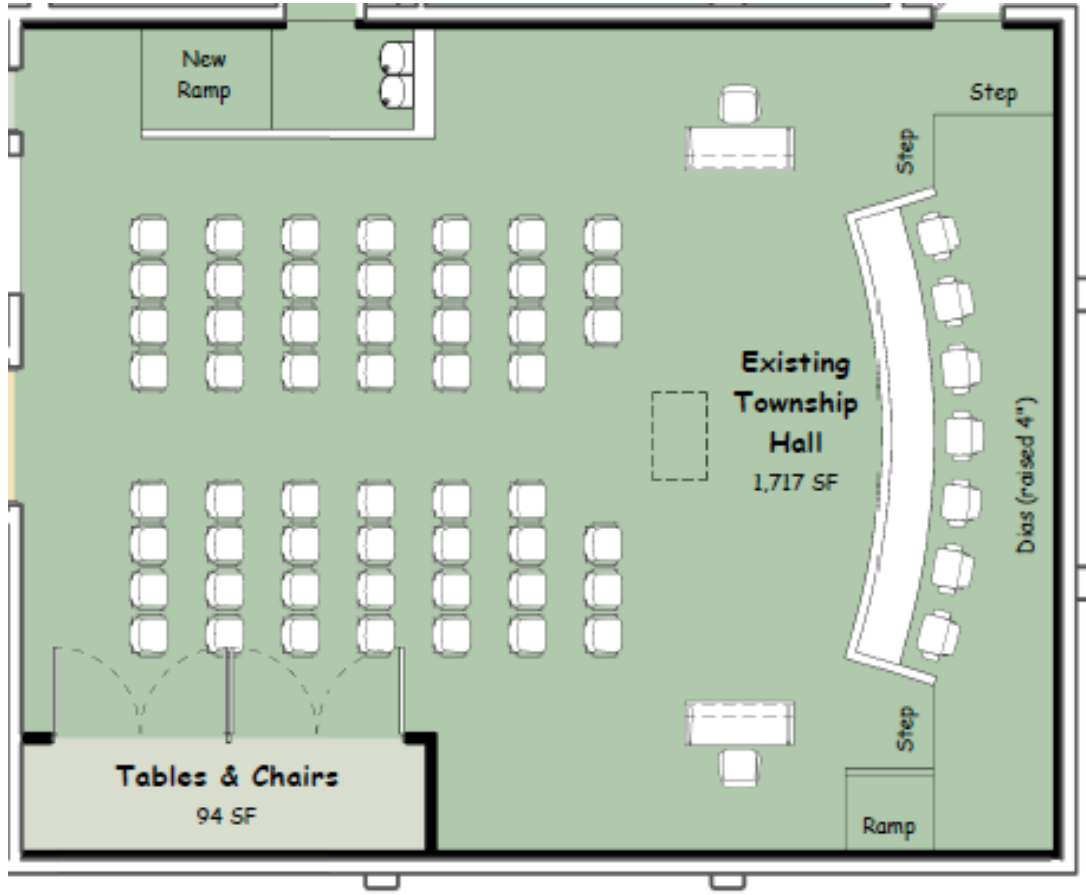
### Small Office

\$678,000

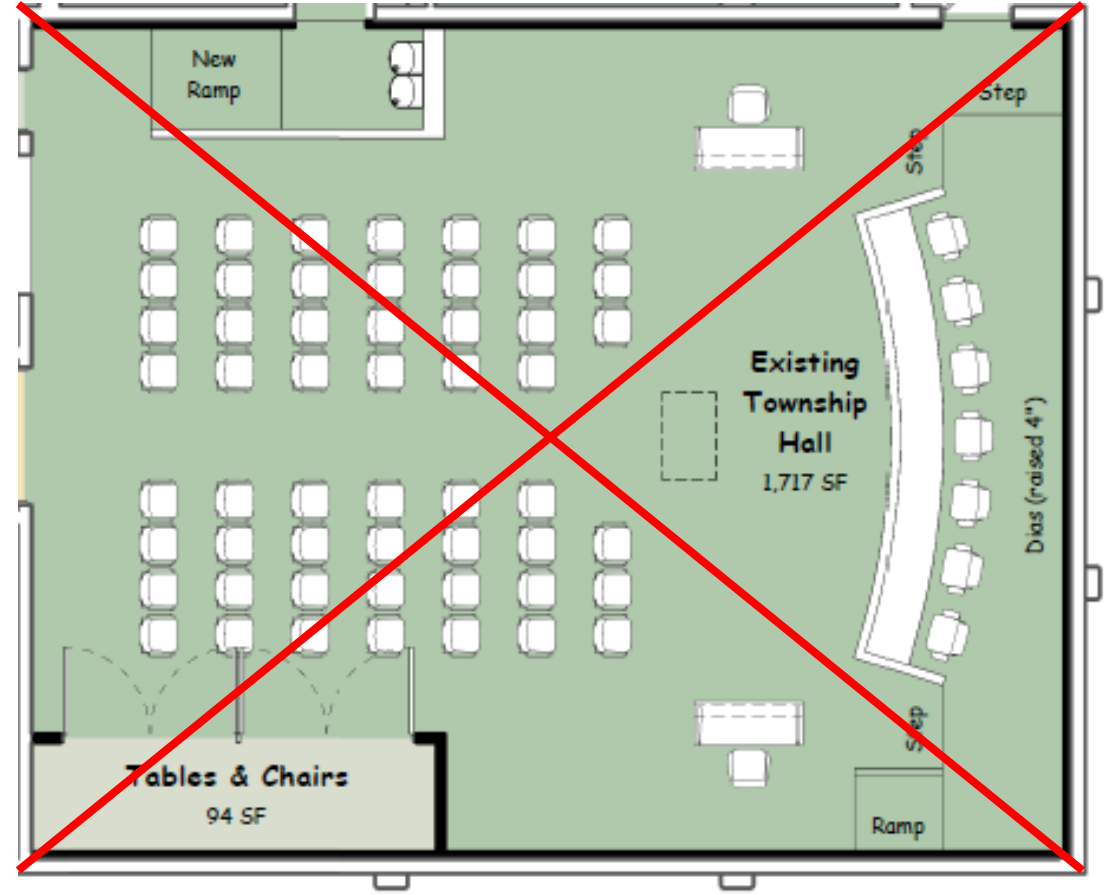


Motion to renovate the hall as drawn in option #6 at a cost of \$291,000.

Hall \$291,000



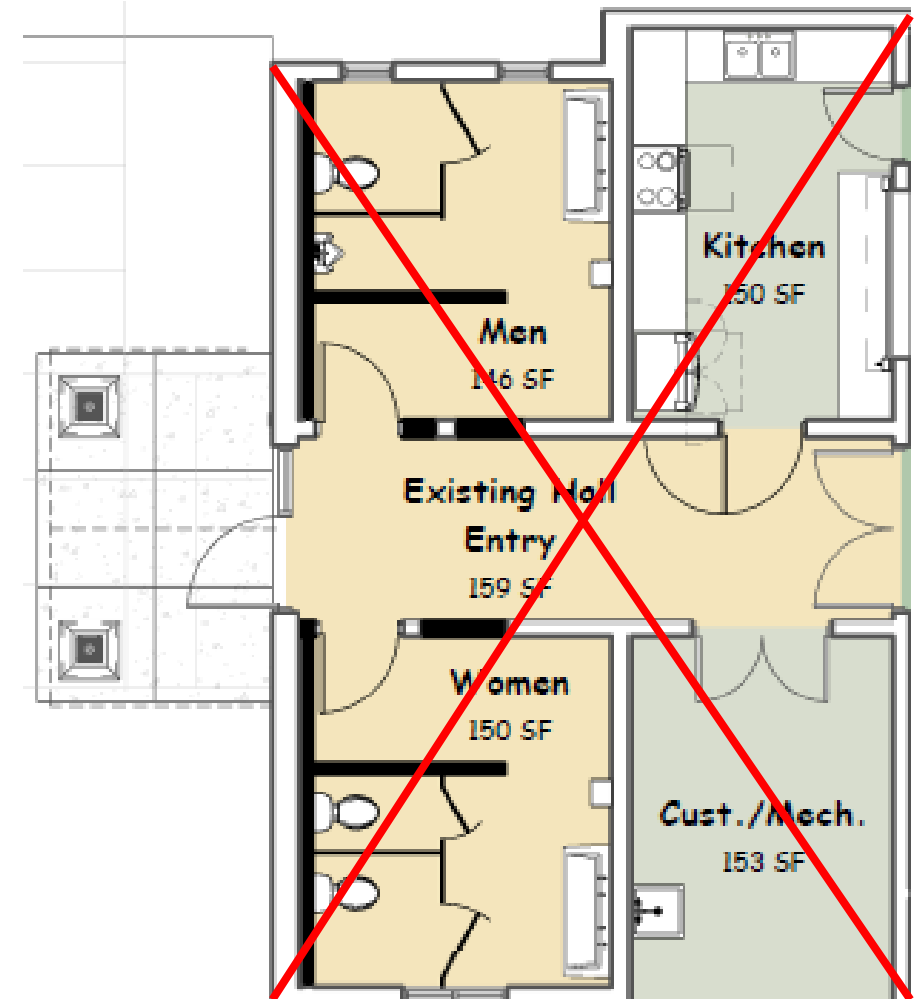
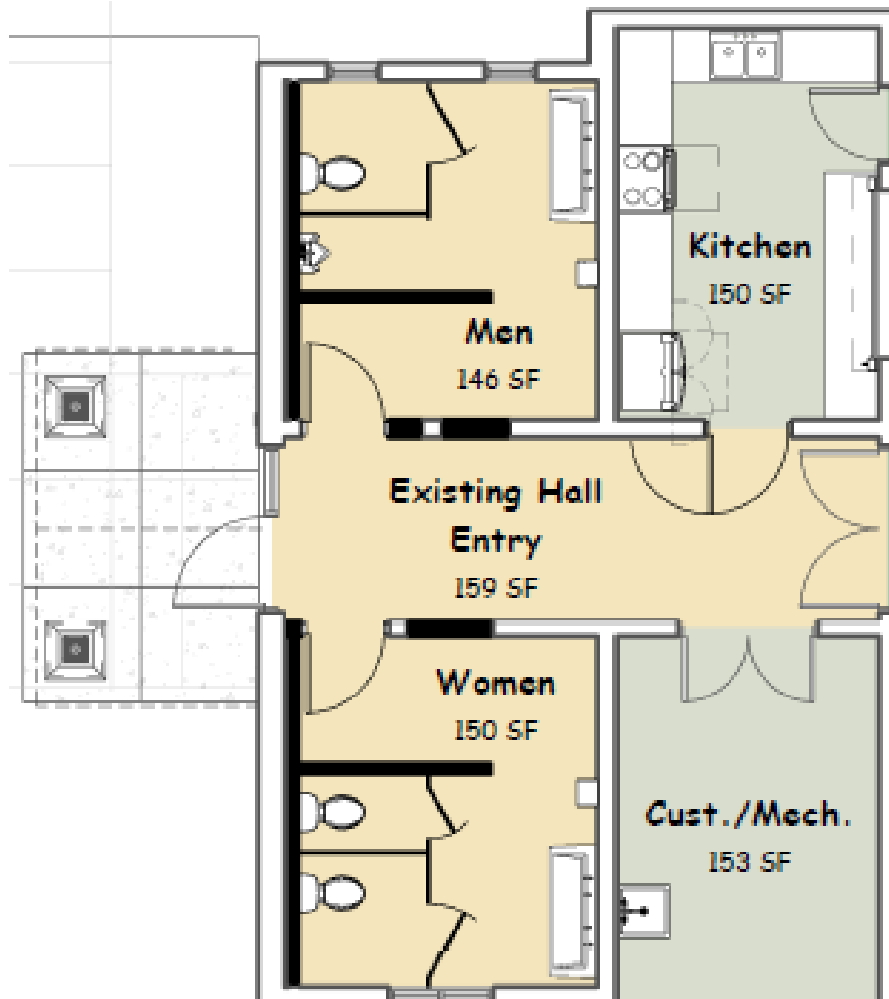
No Hall \$0



**Kitchen & Restrooms  
\$114,400**

**Motion to renovate the restrooms  
& kitchen as drawn in option #6 at  
a cost of \$114,400.**

**No Kitchen &  
Restrooms \$0**





# **PUBLIC COMMENT**

# **BOARD COMMENT**

**ADJOURNMENT**