

**CHARTER TOWNSHIP OF FENTON BOARD OF TRUSTEES
MINUTES FOR SPECIAL MEETING OF MARCH 9, 2002**

**FENTON TOWNSHIP CIVIC COMMUNITY CENTER
12060 MANTAWAUKA DRIVE, FENTON, MICHIGAN**

Supervisor Gabrielson called the meeting to order at 9:00 a.m.

Present: Gabrielson, Mueller, Krug, Mathis, McKenna, Rowe and Office Manager
Broecker

Absent: Garfield

REVIEW/DISCUSSION TOPICS:

BKR Dupuis & Ryden – Preliminary 15-year Financial Model

Supervisor Gabrielson introduced Nick Zuhlke of BKR Dupuis & Ryden, the accounting firm that has been performing annual financial audits for Fenton Township for the past several years. The board had previously requested that the township's auditor prepare a 15-year financial model to show the impact of the proposed building project on the township's budget. Mr. Zuhlke reviewed a preliminary draft of the 15-year model. Several conservative assumptions were built into the model, including:

The model shows no increase to State Revenue Sharing after 2006.

Most revenue items were projected with minimal or no increases after the first few years.

Most expense categories were projected with annual increases.

The model was prepared using the "business as usual" approach as a basis, then adding all estimated costs associated with the proposed building project. The model indicates that the township's fund balance would not fall below \$630,000 during the 15-year time frame, ending with a fund balance in excess of \$1.7 million in the year 2015. Fenton Township's current fund balance target is between \$400,000 and \$500,000 (equivalent to 3 months expenditures). It was pointed out that, while the 2015 ending fund balance is much higher than needed, the model does not take into account other initiatives that may be approved by the Township Board, (new fire station, 2nd Building Inspector, etc.).

The final version of the financial model, with footnotes, will be available within the next week.

Review of Construction Proposals – Fenton Township Hall Renovations

Supervisor Gabrielson reviewed a letter from Rowe Incorporated stating that they, along with architect Ted Hu, had reviewed the 16 proposals submitted for the building renovation project. The bid tabulations were verified as correct. The five low bidders were contacted and all indicated that they fully understood the scope of the project and the three alternates included in the bid. All five low bidders have experience with this type of construction and, in the opinion of Rowe Incorporated, are qualified to complete the project to the Township's satisfaction. The recommended five low bidders are:

R.L. White (Grand Blanc)

Era Companies (Flint)

B&T General Contractors (Waterford)

Castles Brothers (Flint)

**CHARTER TOWNSHIP OF FENTON BOARD OF TRUSTEES
MINUTES FOR SPECIAL MEETING OF MARCH 9, 2002**

LA Construction (Flushing)

Architect Ted Hu reported that the bids were a bit lower than anticipated, primarily due to the timing of the project. The board discussed the various alternates in the proposal.

The board agreed not to include alternate #1 (a shingled roof vs. the metal roof in the base bid). While the two roof types have similar guarantees, the metal roof is likely to last much longer, possibly twice as long, as a shingled roof.

The board agreed to include alternate #2 (block wall construction). This alternate adds to the project cost in 4 of the 5 low bids, however it was felt that block construction provides a stronger wall and would be worth the additional expense.

Alternate #3 was for a wood floor in the dance area of the lower level. The board agreed that this additional cost was too high, however the possibility of selecting an alternate floor material was left open.

There was no further discussion. A decision to award a contract or not proceed with the project will be placed on the agenda for the March 18, 2002 meeting.

PUBLIC COMMENT - AGENDA OR NON-AGENDA ITEMS:

Patrick Carmody, 16245 Silvershore Drive

Mr. Carmody stated that he sent copies of the proposed building plans to two professionals with experience in building projects. Neither of these individuals felt that the renovation project was justified as to scope and degree of renovation. Mr. Carmody stated that, while he recognizes that the building needs improvement, he is not in favor of the project as proposed.

ADJOURN: Meeting adjourned at 11:30 a.m.

Carl Gabrielson, Supervisor

Charles Mueller, Clerk

Minutes Posted 3/12/02