

To: Town of Rutland Residents and Property Owners
From: Jeanette Walker, Chair, Town of Rutland
Date: March 27, 2015
Subject: Proposed New Town Hall Project Vote on Tuesday, April 21, 2015
Bid Packets Available for Construction of Salt/Sand Shed from Dawn George, Clerk

The Annual Meeting will be convened **April 21, 2015 at 6:30 pm**. A resolution will be proposed to authorize the construction of a new town hall. A separate authorization for a new salt shed was approved at the Budget Town meeting held in November. Sealed proposals marked "Bid on Salt Storage Shed" will be received by the Town Clerk, Dawn George, Town of Rutland, 4177 Old Stage Road, Brooklyn, WI, 53521 no later than 2:00 pm on April 14th, 2015. Contact Dawn at (608) 455-3925 for proposal forms including specifications.

Background --At the reconvened annual meeting in September residents voted on three plans--A, B, and/or C. Residents could vote yes for any or all. Plan A was the most popular but lost by 11 votes, and all were defeated. There was some confusion on voting for three options. The Board strongly feels we need a new, energy efficient town hall; and is, therefore, proposing one option for the next vote--Plan B with the upgrades of a vestibule/air lock (As in Plan A) and a metal roof (better long-term investment).

It is felt this is a compromise measure from the first annual meeting vote on a proposal of 5,000 sq ft. to Plan B (as presented at the reconvened meeting in September) which is 3,631 square feet. The kitchen would be a serving kitchen only with just a refrigerator and microwave for appliances rather than a full kitchen. Hallways would be decreased to state code minimums. The Town Chair office would be eliminated. However, this downsized version would accommodate 99 people in the large meeting room with 7 built-in voting booths. It would have office space for three employees-- Town chair, clerk, and treasurer. It would also have a secure file storage area, conference room, two bathrooms, and equipment storage room.

As of 3/20/15, Angus Young provided cost estimates of (1) Site Prep \$131,850 which includes the well, septic, and retention pond. (2) Total Building Cost \$590,945 (3) Furniture and Equipment \$50,000, (4) Non-Construction Costs (Fees & Expenses) \$65,250 and (4) Construction Contingency \$23,184. PROJECT BASE TOTAL COST \$861,229 LESS BUILDING RESERVE BUDGET \$100,000 AFTER THE SALT/SAND SHED is PAID FOR IN FULL OUT OF THE BUILDING RESERVE ACCOUNT = **Borrowing estimate \$761,229**. This included the vestibule addition of \$14,000 and a standing seam metal roof upgrade of \$15,250. In addition, the Architect added a 5% increase to the building construction cost to reflect escalations in the bidding market since last September. Based on the 2014 mill rate, the Tax Impact would be \$74 on a \$250,000 parcel for 20 years.

The Board is suggesting a resolution that would state that the authorization would allow borrowing not to exceed \$775,000. Once discussion is held and the resolution adopted, qualified electors will vote on the resolution. By State law, there is no absentee balloting. Electors must be present to vote. There will be discussion on the resolution, but no public hearing so this should shorten the meeting.

A resolution authorizing the Town Board to borrow or bond for up to 20 years for the building project was approved at the reconvened Annual Meeting held on September 9, 2014. This allows the Town Board to search for funding at a lower interest rate than currently offered by the State Trust Funds.

The Town Board hopes you, as a Town Elector, will seriously consider the current and future needs of the Town, and will attend the 2015 Annual Meeting on April 21, 2015 and vote in favor of completing this important project.

For more information, please consult the Town website (<http://town.rutland.wi.us>).