

**CITY OF ANNA MARIA
COMMISSION SPECIAL MEETING
DECEMBER 22, 2003
6:00 P.M.**

Members Present: Mayor SueLynn, Deputy Mayor John Quam, and Commissioners Carol Ann Magill, Dale Woodland, and Duke Miller. Absent with excuse: Commissioner Linda Cramer.
Also Present: Diane Percycoe, Deputy City Clerk. Press: The Islander

Meeting convened at 6:05 p.m. by Deputy Chair Quam.

Mayor SueLynn informed the Commissioners that the bids received and the architect's fees will exceed the \$150,000 limit previously set by Commission. She indicated that the architect's fee, according to the contract, was 8% (\$12,000) of the \$150,000 project cost. The Mayor indicated that the architect submitted other reimbursable expenses, which included \$2,500 for additional air conditioning improvements, leaving \$139,000 remaining in the budget line item for City Hall Remodeling.

Mayor SueLynn stated that the low bid on the project was submitted from Southern Cross Construction for \$146,000 which did not include Option A, which included a façade on the new proposed entrance, and Option B, which included a drop ceiling. Mayor asked for direction as to whether the Commission would be interested in increasing the amount for remodeling in order for the selection committee to consider all the bids.

Commissioner Magill and Woodland expressed concerns as to why the architect has already been paid in full, and asked the Mayor who would be supervising the project through to the end. Mayor SueLynn indicated that according to the architect's contract that O'Brien would be inspecting the project from time to time and that our Building Official would also be here everyday to oversee the project. The Mayor also stated that staff would not be able to use the building during renovations as originally planned, due to health and safety reasons, and that the City would have to rent a trailer during this renovation.

Commissioner Miller noted that even if the lowest bidder were chosen as the contractor, the City would still exceed the line item budget for the project. Commissioner Miller requested the following information to be brought back to the Work Session on January 8, and the rest of the Commission agreed.

1. Clarify contract with architect.
2. Specifics of payments made and based on what?
3. Collateral Costs: Double-wide trailer, hookups for utilities, relocation expenses, movers, etc.
4. Specifics of what the Commission is asked to approve.

The Mayor indicated that she has met with the Department Heads to go over additional costs, such as the trailer, that would be associated with the project and that they were working on the costs. The Mayor stated she would provide the Commission with the list that she and the Department Heads came up with; and she would provide this information to the Commission for discussion at the Commission's Work Session on January 8.

Commissioner Magill moved to adjourn the meeting, seconded by Commissioner Miller at 6:55 p.m. Motion carried.

Commissioner Magill moved to reopen the meeting for public comment and Deputy Chair Quam seconded at 6:58 p.m. Public Comment was taken. Press comment was taken.

Commissioner Miller moved to adjourn and Commissioner Magill seconded it. Motion carried.
Meeting adjourned at 7:05 p.m.

Respectfully submitted:

Diane Percycoe, Deputy City Clerk

Date approved: _____

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