

**MINUTES
SPECIAL COUNCIL MEETING
CITY OF HOLLY HILL, FLORIDA
JANUARY 31, 1995**

1. CALL TO ORDER

Mayor Virginia Wine called the meeting to order in Council Chambers at City Hall, 1065 Ridgewood Avenue at 6:30 p.m.

Answering roll call were Mayor Wine, Councilman Arthur Byrnes, Councilman J. D. Mellette, Councilman Shirley Heyman and Councilman Jim Elliott.

Also attending were City Manager Ralph Hester, Public Works Manager Milton Hallman and Deputy City Clerk Sue W. Blackwell.

2. DISCUSSION ON GOAL SETTING SESSION

Executive Director of the Volusia Council of Governments (VCOG) Roy Schleicher talked to Council regarding setting up a goal setting session. Following his presentation, Council discussed meeting times and decided, by consensus, to hold the session on Friday, February 24, 1995 and Saturday, February 25, 1995 in a location to be decided by the City Manager and Mr. Schleicher.

The sessions will begin at approximately 5:30 p.m. and go until about 10:00 p.m. depending on the location available for these meetings. Council also decided to include the Department Heads in this process.

3. INTERVIEWS OF FOUR ENGINEERING FIRMS

Representatives from all firms were seated in a Conference Room outside of Council Chambers in order to keep the interview process orderly and were excused at the close of their presentations.

6:45 P. M. - McKim and Creed was the first firm to give their presentation. Mr. Hallman introduced J. R. Sloane, Senior Project Manager. Others addressing Council were John A. Dillard, P. E.; York Phillips, AICP; and Daniel E. Stevens, PLS.

At the close of remarks detailing their experience, City Manager Hester asked questions from a list prepared by Mr. Hallman. Mayor Wine then opened up the floor for other questions from Council.

MINUTES
SPECIAL COUNCIL MEETING
JANUARY 31, 1995

7:15 P. M. - Boyle Engineering Corporation was represented by Robert B. Cadle, Senior Engineer; Steven J. Duranceau, PhD, PE; and Wayne A. Mather, PE, DEE. After this presentation, the same question and answer procedure was conducted.

7:45 P. M. - Zev Cohen & Associates, Inc. presentation was given by Mr. Cohen; Vice President Dwight DuRant, P. E.; Community Development & Management Consultant Gary. R. Walters; and Vince Viscomi, President of Viscomi & Associates, Inc. (Planner - Landscape Architect). The same procedures used during the previous two presentations were followed by Council.

8:15 P. M. - Quentin L. Hampton Associates, Inc. opening remarks were made by President Richard W. Fernandez, P. E., followed by Vice President Mark A. Hampton, P. E., and Brad Blais, P. E. who serves as project engineer. Council also closed this interview with a question and answer session.

After a brief recess, Council discussed what they thought were the strong or weak points of each firm of engineers. At the conclusion of the exchange of ideas, Mayor Wine asked each member of Council to rank the firms in order of their preference. Listed below are the ratings:

FIRM	Byrnes	Mellette	Heyman	Elliott	Wine
McKim/Creed	4	3	1	3	2
Boyle	3	4	4	4	4
Zev Cohen	2	2	3	2	3
QL Hampton	1	1	2	1	1

Councilman Mellette moved to rank Hampton number one, Cohen number two, McKim number three, and Boyle number four and that staff be instructed to begin negotiations with the top firm immediately. Councilman Elliott seconded the motion which CARRIED 5-0 on roll call.

City Manager Hester said he would contact the top firm to begin negotiations and that the Finance Director and Public Works Manager would be on the negotiating team.

MINUTES
SPECIAL COUNCIL MEETING
JANUARY 31, 1995

4. ADJOURNMENT

There was no further business to come before Council so the meeting was adjourned at 10:00 p.m.

Mayor

ATTEST:

City Clerk-Manager