



CITY OF CENTRAL
City Council and Planning & Zoning Workshop
Thursday, January 10, 2008
12 noon
Central Fire Station
11646 Sullivan Rd
City of Central, LA 70818

MINUTES

1. CALL TO ORDER / LUNCH FOR CITY OFFICIALS

The meeting was called to order at 12 noon by Mr. Russell Starns. In attendance were Council members Joan Lansing, Aaron Moak, Lucky Ross, and Ralph Washington. Also in attendance were Planning & Zoning members Rodney Bonvillain, Paul Burns, Wade Giles, Larry Milton, and Wilson Reado.

2. ADVISE GENERAL PUBLIC THEY WILL NOT BE ALLOWED TO ASK QUESTIONS IN TODAY'S MEETING.

3. EXPLAIN ALL POINTS FROM THE EVALUATION TEAM REGARDING THE PROPOSAL PROCESS (Russell Starns).

Mr. Starns introduced the Evaluation Team consisting of himself, David Barrow, Bill Porche, and Lisa Landaiche, and he explained their role in the process. Mr. Starns presented opening remarks and the background on the RFP process and discussed the options for public services and additional considerations.

4. EXPLAIN THE PURPOSE OF THE INTERVIEW WITH CH2M HILL (Russell Starns).

Mr. Starns explained the procedures of the meeting.

5. INTRODUCTION OF CH2MHILL REPRESENTATIVES (Russell Starns).

Mr. Starns introduced Mr. Gary Miller, Mr. Rick Hirsekorn, and Mr. Wallace MacKinnon from CH2MHILL, Inc.

6. PRESENTATION OF PROPOSAL BY CH2MHILL REPRESENTATIVES.

Mr. Gary Miller presented opening remarks, and Mr. Rick Hirsekorn followed with a powerpoint presentation. Council members and P&Z members were given copies of the powerpoint presentation. Areas covered in the presentation were 1) General Services, 2) Public Works, 3) Planning, Zoning, and Code Enforcement, and 4) Inspections and Permitting Services. The Base Cost Estimate for Management and Operations, as well as the Mobilization and Startup Costs were explained. Council members and P&Z members were also given samples of weekly reports that CH2MHILL provides to the city of Sandy Springs, Ga.

7. QUESTIONS AND ANSWERS BY COUNCIL MEMBERS / EVALUATION TEAM.

Councilman Ross stated that we want a smooth transition and an upgrade to current services. Councilman Moak asked how emergency situations, such as major storm damage, will be handled. He also asked if we will be able to go towards more electronic and paperless processing of documents.

Commissioner Bonvillain asked questions regarding cleaning up after a major disaster.

Chief Porche explained mutual partnership assistance in disaster situations.

Commissioner Burns asked about insurance coverage. CH2MHILL will provide all types of liability insurance. Mr. Burns also asked if they will provide a list of purchased assets. Mr. Hirsekorn stated this will be provided, though most electronic items will be leased.

Councilman Washington inquired as to the number of employees that will be hired as well as the amount of needed office space.

Commissioner Giles inquired as to the specific number of employees in each division and asked that the General Services section be quantified in more detail.

Commissioner Reado asked for the names of the other cities with which CH2MHILL partners in Georgia.

CH2MHILL officials responded to all of the above questions and comments.

8. PRESENT THE EVALUATION TEAM'S CLOSING REMARKS (Russell Starns)

Mr. Starns reminded everyone to look at the big picture as to what is best for this city in years to come. He told everyone to remember that Administrative Services is a large part of government that can't be quantified entirely. He reiterated that we are looking for an all-inclusive services agreement. Mr. Starns asked the council to respond to him via email as to whether they would like for someone from one of the cities in Georgia to come to Central to meet with council members here. Council members expressed their desire to move forward with this proposal.

Council member Lansing requested the Mayor to advertise and call a special Council meeting on Thursday, January 17 at 6pm (location to be announced) to consider accepting the proposal from CH2MHILL to provide all city services effective March 1, 2008. The Mayor advised that he will call the meeting on that date and time to consider the item.

9. ADJOURN

This workshop meeting was adjourned at 3pm.

Respectfully submitted,

David Barrow, Executive Assistant

Certified by :

Mark Miley, City Clerk