

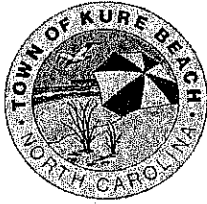
The following
Closed Session Minutes
were approved for release by
Town Council
on
Tuesday, March 17, 2009
at a Regular Council Meeting

Please contact the Town Clerk if you have
any questions.

MINUTES

TOWN OF KURE BEACH TOWN COUNCIL

117 Settlers Lane ▪ Kure Beach, NC 28449



Mac Montgomery, Mayor
Jim Dugan, Mayor Pro Tem
Dean Lambeth, Commissioner
Barry Nelder, Commissioner
Jim Vattr, Commissioner

Michelle James, Town Administrator ▪ Kaysie Pralle, Town Clerk

CLOSED MEETING
DECEMBER 16, 2008

Mayor Montgomery called the closed session to order at 9:49 pm on December 16, 2008 stating the purpose of the meeting was to discuss selecting a design firm for Ocean Front Park.

COUNCIL MEMBERS PRESENT:

Mayor	Mac Montgomery
Mayor Pro Tem	Jim Dugan
Commissioner	Dean Lambeth
Commissioner	Barry Nelder
Commissioner	Jim Vattr

COUNCIL MEMBERS ABSENT:

None

STAFF PRESENT:

Town Administrator	Michelle James
Town Clerk	Kaysie Pralle

Alan Votta of the Ocean Front Park Utilization Committee was in attendance.

Town Attorney A. A. Canoutas was in attendance.

Mayor Montgomery opened the discussion by stating the Council, with the help and input of Administrator James, Attorney Canoutas, and Alan Votta, were to discuss where to go in awarding a contractual offer to the design firm of choice for Ocean Front Park.

- * Mayor Pro Tem Dugan stated the positives for each of the candidates and gave his recommendation.
LS3P - They were very good and the lead contact is a resident of Kure Beach.
Hipp & Best - This group he had the most trouble with, but they are a small group and he feels they would fit with the small town concept easily.

Withers & Ravenel - They were the biggest of the three firms. Although they did not present the Council with the requested visual concepts, they did discuss and use many references of Grant writing that would be beneficial and vital in this project.

Mayor Pro Tem Dugan's recommendation is for Withers & Ravenel.

- * Commissioner Lambeth stated the some positives and negatives for each of the candidates and gave his recommendation.

LS3P - He liked this group, but determined that the Town cannot afford their proposed structures for OFFP.

Hipp & Best - This group gave a good and simple beach look in their presentation.

Withers & Ravenel - Their concept was simple and appeared to be easy to maintain, which would ultimately reduce maintenance costs for the Town.

Commissioner Lambeth's recommendation is for Withers & Ravenel.

- * Commissioner Nelder stated some positives and negatives for two of the design candidates and gave his recommendation.

LS3P - He liked this firm and stated this is, in his opinion, the closest fit for the Town. One of his thoughts for this reasoning is the lead being a resident of Kure Beach.

Withers & Ravenel - This firm was a much larger firm. They stated they would be able to help us in writing grants, but that would most likely be very costly. They are offering many things that we did not ask for and most likely will never use or need.

Commissioner Nelder's recommendation is for LS3P.

- * Commissioner Vattrt stated his thoughts fell in line with Commissioner Lambeth's thinking. He also gave his recommendation.

Withers & Ravenel - They may be a large firm, but ultimately you will only be working with a small team. They could assist the Town in grant writing which would be very beneficial. And although they did not meet all the RFP requirements requested by the Technical Review Committee, what they presented showed more of their capabilities.

Commissioner Vattrt's recommendation is for Withers & Ravenel.

*He stated his recommendation, but clarified that the Town would need to see rate schedules and how they intend to bill hours from each firm. The Town will need to get a better feel of how they are approaching this project. He is recommending bringing LS3P and Withers & Ravenel back for a second presentation to get a better idea of how much they project the final costs will be.

* Mayor Montgomery stated his opinions for two of the firms and gave his recommendation.

Withers & Ravenel - He felt this firm had the capabilities to do the project given the correct amount of guidance from the Town.

LS3P - He pointed out that this firm emphasized, with several comments, something of high importance that no other firm even mentioned. They pointed out that this project could be a model project because of its uniqueness. They proposed showcasing this project and bringing media sources in to draw attention to it and the Town. The park would not be just viewed as a recreational park.

Mayor Montgomery's recommendation is for LS3P.

Commissioner Lambeth emphasized the need to execute due diligence and contact references for each of the top two firms.

Commissioner Vatrtr stated once again that Withers & Ravenel really pushed the grant issue. This stood out heavily in his mind as an item of importance.

* Alan Votta stated his opinion for two of the firms and gave his recommendation.

LS3P - He pointed out that during their presentation he noticed that they addressed every issue requested on the RFP. They also appear to have a passion for this project and their design ideas.

Withers & Ravenel - Although they took a different approach than the other firms, they did not present all the requested requirements of the RFP.

Administrator James suggested that the Council bring back LS3P and Withers & Ravenel for a second presentation after the Christmas holiday. This will allow enough time for due diligence.

Mayor Montgomery emphasized the deadline to submit grant requests. He questioned if Administrator James could contact the firms tomorrow to request they return on January 2, 2009 for approximately one hour.

Commissioner Lambeth suggested this process should involve Public Works Director Sonny Beeker, Police Chief Dennis Cooper and Fire Chief Harold Heglar. He also pointed out the need to have a proposed budget from each firm.

Commissioner Vatrtr stated that the Town should request from each firm, a list of the subcontractors that would be working on this project. He also suggested we request an estimate of proposed hours for this project.

Mayor Montgomery estimated that the development costs would range anywhere from \$500,000.00 - \$750,000.00.

Alan Votta suggested we request from each firm, the estimated number of meetings necessary to achieve a direction and firm set of plans.

Administrator James formatted an outline for the Town's requests to the firms.

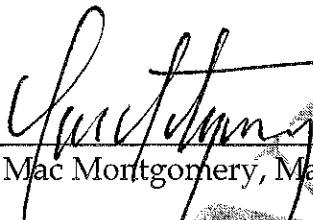
1. Costs for conceptual design
2. Costs for Schematic design
3. How many meetings are necessary? (With Council, Committee, etc)
4. How many meetings are necessary with the public?

Mayor Montgomery suggested each firm prepare a one hour presentation with a half hour between each.

DISCUSSION - This meeting would be a Closed Meeting due to contractual issues being discussed.

Mayor Montgomery requested a letter and note card of thanks be drafted to Hipp & Best.

The closed session adjourned at 10:30 pm.


Mac Montgomery, Mayor

ATTEST:


Kaysie Pralle, Town Clerk

