



MINUTES
WORKSHOP CITY COUNCIL MEETING
JULY 7, 2008 AT 6:00 P.M
CITY HALL, 116 FIRST STREET
NEPTUNE BEACH, FLORIDA

Pursuant to proper notice a Special Meeting of the City Council of the City of Neptune Beach was held July 7, 2008 at 6:00 p.m., in the Council Chambers, City Hall, 116 First Street, Neptune Beach, Florida.

Attendance

IN ATTENDANCE:

Mayor Richard A. Brown
Vice Mayor Harriet Pruette
Councilor Fred E. Lee
Councilor Eric Pardee
City Attorney Chris White
City Manager James Jarboe
City Clerk Lisa Volpe, CMC

STAFF:

Senior Activities Center Director, Leslie Lyne
Director of Finance, Steve Ramsey
Director of Public Safety, Chief Sembach
Director of Public Services, Leon Smith

ABSENT:

Councilor John Weldon

Order Call

Mayor Brown called the special meeting to order at 6:00 p.m. and explained the purpose of the meeting was to interview and select an auditing firm for a three year period.

Vice Mayor Pruette disclosed she met and spoke briefly with Patrick of Patrick & Robinson prior to the meeting. She felt all three firms had good qualifications.

DUFRESNE & ASSOCIATES: Linda Dufresne, Dufresne & Associates, Orange Park, Florida, explained her firm's qualifications and experience.

PATRICK & ROBINSON: Adam Robinson, Audit Partner, Patrick & Robinson, Jacksonville, Florida highlighted the firm's qualifications and experience.

MASTERS, SMITH, & WISBY: Gary Hugget, Masters, Smith & Wisby, Jacksonville Beach, explained his firm's qualifications and experience.

Councilor Lee was concerned about the low estimate given by Masters, Smith & Wisby and asked Mr. Hugget if his firms proposed price were estimated or firm. Mr. Nugget stated those numbers were firm and would be reflected in the engagement letter if his firm were selected.

Mayor Brown stated there was a difference of \$45,000 and \$50,000 in price between the three firms. However, the State required that the selection not be based on cost alone.

City Attorney White suggested each council member rank each firm one, two, and three with the lowest number being the highest rank.

RESULTS OF RANKINGS

	<u>Masters, Smith & Wisby</u>	<u>Dufresne & Associates</u>	<u>Patrick & Robinson</u>
Councilor Lee	1	2	3
Councilor Pardee	1	2	3
Vice Mayor Pruette	1	2	3
Mayor Brown	1	2	3
Totals	4	8	12

Consensus: **TO SELECT MASTERS, SMITH & WISBY AND FORWARD TO THE REGULAR CONSENT AGENDA.**

Mayor Brown thanked each firm for submitting their proposals.

Adjournment

There being no further business, the meeting adjourned at 6:40 p.m.

Richard Brown, Mayor

ATTEST:

Lisa Volpe, CMC, City Clerk

Approved: _____