

SPECIAL CITY COUNCIL MEETING MINUTES
COUNCIL CHAMBERS – CITY HALL
1000 CITY CENTER CIRCLE
PORT ORANGE, FLORIDA
DECEMBER 22, 2020

THE SPECIAL CITY COUNCIL MEETING of the City of Port Orange was called to order by Mayor Donald O. Burnette at 5:30 p.m.

Silent Invocation

Pledge of Allegiance

Roll Call	Present:	Council Member Chase Tramont Council Member Scott Stiltner Vice Mayor Drew Bastian Mayor Donald Burnette
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	Also Present:	Interim City Manager Alan Rosen City Attorney Matthew Jones City Clerk Robin Fenwick
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DISCUSSION / ACTION

4. Resolution No. 20-75 - Calling for a Primary and Special Election to elect a Council Member for District 1 and providing for qualifying dates

Mayor Don Burnette read Resolution No. 20-75.

RESOLUTION NO. 20-75

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PORT ORANGE, VOLUSIA COUNTY, FLORIDA CALLING A PRIMARY ELECTION AND A SPECIAL ELECTION, AS NEEDED, FOR THE PURPOSE OF ELECTING THE CITY COUNCIL MEMBER FOR DISTRICT 1; PROVIDING FOR THE QUALIFYING PERIOD AND ELECTION DATES; AUTHORIZING THE CITY CLERK TO PROCEED WITH ALL ELECTION ARRANGEMENTS; AND PROVIDING AN EFFECTIVE DATE.

Motion to adopt Resolution No. 20-75 was made by Vice Mayor Drew Bastian and Seconded by Council Member Chase Tramont. Motion carried unanimously by roll call vote.

5. Interviews and Selection for RFP #21-05 - Executive Search Firms for City Manager Recruitment

James Tillman, Purchasing Manager, provided background details and explained the process for the presentations. Council will hear presentations from their top three (3) firms and will make a selection tonight.

a. Colin Baenzinger & Associates

Colin Baenzinger provided details of his firm and how he handles the recruitment process and answered questions of Council.

b. Baker Tilly US, LLP

Anne Lewis provided details of how her firm would handle the recruitment process and answered questions of Council.

c. Mercer Group Florida

Dona Higginbotham provided details of how her firm would handle the recruitment process and answered questions of Council.

Council deliberated and ranked each firm as follows:

Colin Baenzinger & Associates – 362 points
Mercer Group – 359 points
Baker Tilly US, LLP - 309 points

Motion to hire Colin Baenzinger & Associates and authorize the City Manager and City Clerk to execute contract documents was made by Council Member Scott Stiltner and Seconded by Council Member Chase Tramont.

Vice Mayor Drew Bastian is concerned with the cost associated with Colin Baenzinger & Associates, as they are the highest.

Motion carried unanimously by roll call vote.

6. Council Direction on Appointment of Interim City Manager Process

Alan Rosen, Interim City Manager, advised Council his contract with Lake County has been approved and provided his resignation effective January 22, 2021. He advised

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there was one internal applicant, Jamie Miller. They also have options to hire externally either directly with a qualified candidate or through a search firm.

Council interviewed Jamie Miller, Administrative Services Director, for the Interim City Manager Position.

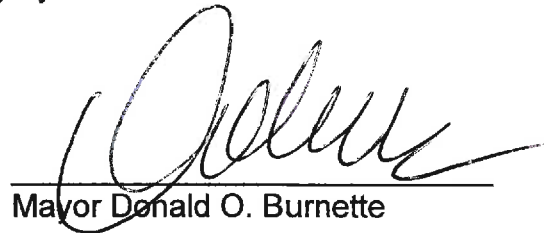
Motion to appoint Jamie Miller as Interim City Manager effective January 22, 2021 at 5:00 p.m. was made by Council Member Chase Tramont and Seconded by Vice Mayor Drew Bastian. Motion carried unanimously by roll call vote.

ADJOURNMENT - 7:40 p.m.

Attest:



Robin Fenwick, MMC
City Clerk


Mayor Donald O. Burnette