

## **MARINE SCIENCE CENTER AD HOC COMMITTEE MEETING NOTES**

CITY OF TYBEE ISLAND

City of Tybee Auditorium

March 14, 2018

403 Butler Ave

9:00 am

**Attendees:** Shawn Gillen George Shaw, Wanda Doyle, Barry Brown, Maria Procopio, Craig Clements

City Manager Shawn Gillen called the meeting to order.

Approval of March 7, 2018 Notes: Wanda Doyle – Motion to approve, Barry Brown, Second, Approved-Unanimous

### **New Business:**

#### **I. Discuss Scoring on RFQs and Decide on Finalists**

The committee discussed the RFQ finalists and the scoring process.

All four proposers will be interviewed.

An agenda and schedule for interviews will be sent to the proposers.

The process was unanimously approved by the committee members.

The interviews and deliberations will be held in the Public Safety Building.

The City Manager will check with the City Attorney about the interviews being open or closed.

The site visit will be March 28.

The interviews will be held on April 6. They will be 45 minutes with 20 minute intermission between interviews.

Deliberations will be at 1:00pm.

Mr. Smith suggested a discussion with Mr. Hughes about the land use agreement at the construction site. A pole will have to be moved.

Ms. Doyle asked that an agenda request be made to add George Shaw to the Ad Hoc Committee.

#### **II. Set Next Meeting Date**

The next meeting, after the interviews, if needed, will be at April 16, 2018, at 10:00am, at Public Safety Building.

### **III. Update on Bond Process**

Shawn explained bond process example emailed to committee. The process will not likely begin before May. Once process is complete, will go before council to approve intergovernmental agreement. After council approves, must go before Superior Court. This is a Georgia requirement. There are advertising requirements during the process. It is generally 90 days for the process.

The meeting was adjourned.

A quorum of city council members may be present which would constitute a meeting.