

Riverwood Activity Center Ad-hoc Committee Meeting Minutes

April 28, 2016 @ 10:00am

Call in Number: 800-747-5150

Access Code: 2845391

Committee Members: Art Mack*, George Davis*, Keith McEwen*, Joe Oteri*, Dolly Syrek*, Bob Giordano*, Bob Walker, Dan Tarshus*, Anthony Tedeschi*, Bud Hollman*

RCDD Supervisor: Rich Knaub

- Review/Approve April 21, 2016 Ad-Hoc Committee Minutes
 - The April 21st minutes were approved unanimously
- Discuss Sunshine Laws with Scott Rudacille via telephone
 - Rich led a discussion concerning the types of communications that would violate Florida Sunshine Laws. It is all right to present an opinion to the other committee members, but there cannot be an online discussion/debate between the members before the public meeting.
- Review/Discuss Dan Tarshus's "Proposed Work Streams for Activity Center Campus Planning/Construction Ad-Hoc Committee"
 - The committee reviewed Dan Tarshus's "Proposed Work Streams for Activity Center Campus Planning/Construction Ad-Hoc Committee and agreed that they were well written but were not able to determine if the committee was in a position to determine if they totally applied to the project.
- Project Scope for the Activity Center Campus Planning/Construction Ad-Hoc Committee
 - The committee reviewed the "strawman" project scope and ask the committee members to provide feedback to Dan Tarshus about revisions or changes to the project scope. The committee will review any recommendations to the Project scope at the next meeting.
- Review/Discuss Jeff Matthews "Riverwood Comparative Program"
 - Rich presented Jeff Matthews "Riverwood Comparative Program" spreadsheet to the Ad-Hoc Committee. It was suggested that the committee review the data for the next meeting as we move forward to defining the details of the proposed layout.
- Review/Discuss Keith McEwen's "Proposed Schedule, Org Chart, and Cost Considerations Offered for Discussion"
 - The Ad-Hoc committee looked at the Organization chart presented by George D. and Keith M. and agreed that we would review/discuss/modify at the next meeting. George also pointed out the need to look at the "Proposed Schedule" chart for the projected timeline of the project.
- Committee discussion
 - Art Mack suggested to the committee that we needed to make a decision about how this committee wanted to approach this project. It was voted on and approved unanimously that this committee would recommend and vet several qualified Construction Management firms for approval to the RCCD BOS to begin the bid process. Bud Hollman made a motion to appoint Art

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Mack as the committee point person to head up the development of a Request for Proposal document and present it to the committee at the next meeting.

- It was also discussed that all 2016/2017 activities data for the current activities center was being collected from the residents. Rich is to contact Kelly Columbus about getting the data for the committee as we move forward with this process.
- Review Current Activity Center Campus Concept Proposal
 - The committee failed to get to the remainder of the agenda by 12:00pm. The meeting was adjourned at 12:00pm.
 - Activity Campus Overview
 - Athletic Center proposal
 - Pool
 - Therapy pool
 - Sunbathing Area
 - Playground
 - Activity Center proposal
 - Offices
 - Meeting Rooms
 - Card rooms
 - Arts/Crafts room
 - Warming Kitchen
 - Entertainment Facility
 - Seating Capacity/Size
 - Multi-Use/Partitions?
 - Sound/Lighting?
 - What's needed?
 - Tennis Courts
 - Croquet
 - Bocce Ball
 - Pickle Ball
 - Dog Park
 - Parking
 - Cars
 - Golf Carts
 - Guard House
 - Move?
 - Front Gate
 - Willow Bend access
 - Partially Close?
 - Leave as is?

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- Brainstorm Ideas of how we may want to approach this project
 - Focus Groups/Teams?
 - Ideas?
- Assignments
 - Focus Groups/Teams?
- Next Meeting is scheduled for Friday, May 6, 2016 at 10:00am
 - Continued meeting needed?
 - Adjourn