

Riverwood Safety and Access Control Committee Meeting Minutes

June 2018

In attendance - *

Committee members: Rich Knaub*, Jack Schnieder*, Jim Connolly, Al Heyman*, Bob Sims

Committee resource members: Phil Schofield*, Ron Lesinski*, Mike Burton*, Brad McKnight, Frank Anastasi*

Secretary: Betty Sims

The committee did not have a quorum in attendance, therefore, there was some discussion of the meeting topics but no motions were made or approved.

1. Discuss results of RCDD Board discussion on Riverwood's Vehicle Bar Code/Pass Distribution policy

Rich provided the attendees with a brief overview of the board discussion on the Vehicle Bar Code policy.

- a. Review/Discuss Vehicle Bar Code Rule Draft from RCDD Attorney, Scott Rudacille.
 - b. What modifications are needed?
 - c. Former paying members that are now frequent guest?
 - i. Deactivate bar code access?
2. Old Business
 - a. Review Guard House issues
 - i. Power Outage, lightning strike
 1. Back-up power supplies
 2. Surge protection
 3. Make sure that we have proper back-up systems and all contact information to get back up and running ASAP.
 - b. Unlocking/Locking RCDD buildings
 - i. Brad to update committee on time lock purchase/install for Activity Center #2 main door and fitness room door.
 - c. GateHouse software issues
 - i. Brad to give committee update on TEM software proposal
 - d. Signage at front and back gates
 - i. Review Back gate signage
 - ii. Review Front gate signage – New Location?

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- e. Guard House Communication – Status Update
 - i. Golf Course
 - 1. Upcoming Golf Outings
 - ii. RCA
 - 1. Issues/Events

Mike Burton and Ron Lesinski stated that communication between the guard house and the golf course was going smoothly.

- f. Safety Issues
 - i. Bicyclist riding through front gate without stopping
 - ii. What actions can this committee take to prevent this from happening?

There was discussion that signs may be put up at the front gate requesting that all bicyclist stop at the front gate.

- g. Weiser Security providing personnel for Beach Club
 - i. Update from 06/19/18 RCDD Board meeting discussion
 - ii. Discuss open issues

Rich gave a brief overview of the discussion on beach club staffing at the board meeting.

- h. Riverwood Emergency Preparedness Joint Task Force
 - i. Seminars attended by RCA/RCDD personnel
 - ii. Next Steps?
 - 1. Upcoming RW meeting with CC Emergency Mngmt.

Rich updated the committee on the progress of the task force.

- 3. New Business
 - a. Residents that want to grant “Frequent Guest” access to vendors
 - b. Communication to all Riverwood residents/vendors with more than (5) vehicle bar codes.
 - c. Transition planning for moving from current “Guard House” to new guard house.
 - i. Time frame?
 - ii. What changes?

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- iii. Additional supplies?

Rich updated the committee on the discussion from the board meeting on the bar code policy.

- d. How do we want to deal with vendors that want to call in as “homeowners” and authorize themselves as homeowners to gain access?
 - i. Liability for Riverwood?
 - ii. Penalty?
- 4. Committee member discussion
 - a. Guard House Supervisor feedback
 - i. The Good, the Bad, the Ugly
 - b. New agenda items for next meeting
- 5. Audience comments
- 6. Adjourn Meeting
 - a. Next meeting – July 18, 2018 @ 9:00 am