

15 IN 5 PLAY TASK FORCE
FAR (Fields, Aquatic, Recreation) Subcommittee Meeting Minutes
September 5, 2006
Ambroz Recreation Center
7:30-8:30 A.M.

Attendance

Secretary Ron Gonder, Julie Sina, Tom Saxen, Kim Hilby, Dwight Dohlman and Brian Long (for Joy Long)

Opening Business

Meeting called to order by Secretary Gonder.

Minutes of the meeting of August 15, 2006 approved as written.

Consultant Scoring Matrix

Led by Dohlman the committee worked on a grading system, called a "consultant scoring matrix", for grading applicants to the Request For Proposal (RFP) for the feasibility study for the recreation community center complex and playing fields. It was decided that there would be seven areas of evaluation with three areas having a weighted percentage of 20% and four areas having a weighted percentage of 10%. Those areas containing a 20% weight are: community resource center experience, recreation and athletic fields experience and indoor aquatics experience. Those areas containing a 10% weight are: sustainable design experience, public consensus building experience, information requested/information provided and local firm participation. The matrix will now be presented to the full PLAY Task Force meeting on Thursday, Sept. 7, 2006 for any suggested changes.

Evaluation Committee Order Of Review

The committee worked out an order in which the nine members of the RFP evaluation committee will receive all the applications and established a time period for each member to review those applications. The first reviews will begin on Sept. 15th the same day that the proposal submittals are due from the applicants. The reviews will be concluded on Sept. 28th. Interviews of final applicants, if necessary, are scheduled for Oct. 4th.

Funding The Feasibility Study

Hilby is continuing work on forming a committee to work on a Department of Energy grant that has a due deadline of Nov. 1, 2006. Dohlman reported that he has spoken with Gary Hughes, the city grants and programs manager, and that Hughes would be available to attend FAR's Oct. 3rd meeting, if desired, to offer his input and answer questions. A decision will be made at the Sept. 19th meeting. It was generally agreed that the PLAY Task Force needs some professional grant writing assistance.

Upcoming Meetings

The next meeting of the FAR subcommittee will be Tuesday, Sept. 19th at 7:30 A.M. at the Ambroz Center. October meetings will be held on the 3rd and 17th at the same time and place. Secretary Gonder noted he would absent from the Sept. 19th meeting. Saxen volunteered to take minutes and type them and will send them to Gonder for emailing to all.

Meeting adjourned at 8:30 A.M.