

15 IN 5 RECREATION/COMMUNITY CENTER COMPLEX COMMITTEE
PLANNING LIFELONG ACTIVITIES FOR YOU (PLAY) TASK FORCE

Meeting Minutes, Jan. 11, 2007 (submitted by Ron Gonder)

Ambroz Recreation Center

7:30-8:30 A.M.

Attendance

Committee members: Myrt Bowers and Alan Bernard, co-chairpersons, Ron Gonder and Jackie Harrington, co-secretaries, Julie Sina, Tom Saxen, Jim Voss, Judy Fitzgibbons, Brian Long, Mary Day, Phil Wasta, Nancy Nygren, Kim Hilby, Jean Bjorseth and Sandy Bruns

Advisors: Dwight Dohlman, City of Cedar Rapids facilities construction director

By Laws

Bowers passed around a draft of By Laws for "PLAY IN LINN COUNTY, INC.". Members were asked to edit the document with suggested changes and to call or email Myrt or Alan with those suggestions. For those not present or for anyone who didn't get a copy of the By Laws the document will be sent to co-secretary Gonder for dispersal to all via email. The finalized version will be presented at the next meeting and voted upon. Abbe, Inc. will be listed as the fiscal agent so that PLAY may use the Abbe, Inc. 501C3 non-profit designation. The proposed By Laws require the election of a board of directors.

Articles Of Incorporation

Bjorseth presented the finalized draft of the Articles Of Incorporation for "PLAY IN LINN COUNTY, INC. It requires an initial board of directors numbering four. To comply with this requirement the names of Bowers, Bernard, Sina and Fitzgibbons are listed. A full board will be appointed later when an election of officers is held. Motion, Wasta/Day, to accept the Articles Of Incorporation as written, motion passed.

Grading And Scoring Criteria

Dohlman led a discussion on grading and scoring criteria to be used on January 30th for the four applicants for "providing professional architectural/engineering services to develop a feasibility study to construct a new state of the art recreation/community center complex". It was decided there would be five areas of grading. Weighted percentages were then attached to each of the five areas. The five areas and the percentages are:

1. 35% Balanced Approach. (How will they handle the project and what will they do to produce the end product?)
2. 20% Addressing Questions. (How well do they do in answering all of the general and individual questions that were sent to them?)
3. 15% Presentation Involvement. (Are the people doing the work involved in the presentation?)
4. 20% Local Representation. (How much of the work will local firms be doing and what is the skill level of these local firms?)
5. 10% Presentation. (Did they present the information in a professional manner?)

Dohlman will put together a scoring grid that will contain all the information on applicant personnel, etc. and will send it to co-secretary Gonder for dispersal to all by email. Each area will be scored 0 to 5. All selection committee members are to be at City Hall at 12:30 P.M. on January 30th for a short meeting before the interviews to refresh and review. Interviews will begin at 1 P.M. All other members of the PLAY committee who are not on the selection committee are welcome to attend. Some of the applicants are making arrangements to come to Cedar Rapids before the interview date to assess and background.

Fund Raising

Saxen volunteered to be chairman of a fund raising committee that will work on strategies to raise funds to pay for the feasibility study. Other volunteers for the committee are: Wasta, Hilby, Bjorseth and Bernard. The committee agreed to meet on January 19th at 8 A.M. at Wasta's place of business.

Next Meeting

The next meeting will be held on the regular meeting date of the fourth Thursday of the month, on January 25th at 7:30 A.M. at the Ambroz Center.