

**MINUTES OF MEETING
FIDDLER’S CREEK COMMUNITY DEVELOPMENT DISTRICT #1 &
FIDDLER’S CREEK COMMUNITY DEVELOPMENT DISTRICT #2**

The Boards of Supervisors of the Fiddler’s Creek Community Development District #1 and Fiddler’s Creek Community Development District #2 held a Joint Access Control Specifications Workshop on **Wednesday, December 14, 2011 at 8:00 a.m.**, at the **Fiddler’s Creek Club and Spa, 3470 Club Center Boulevard, Naples, Florida 34114.**

For Fiddler’s Creek CDD #1:

Phillip Brougham	Chair
James Curland	Vice Chair
Jim Schutt	Assistant Secretary
Robert Slater	Assistant Secretary
Gerry Bergmoser	Assistant Secretary

For Fiddler’s Creek CDD #2:

James Robertson	Chair
Manuel Correia	Vice Chair
Victoria DiNardo	Assistant Secretary
Gretchen Scott	Assistant Secretary
Peggy Schmitt	Assistant Secretary

Also present were:

Chuck Adams	District Manager
Tony Pires	District Counsel
Terry Cole	District Engineer
Mike Charbonneau	Foundation-Director of Security

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Adams called the meeting to order at 8:00 a.m. He noted, for the record, that all Supervisors were present, in person, for both CDD #1 and CDD #2.

SECOND ORDER OF BUSINESS

Discussion: Joint Access Control Specifications

Mr. Adams noted there were several continuity items and other minor changes identified by Mr. Curland, which are reflected in the redlined document, such as changing "District" to "Districts".

Mr. Brougham reminded the Boards that they cannot make any official decisions or give direction during the workshop.

Mr. Brougham asked if the Districts' legal documents specify that the Districts are responsible for security. Mr. Adams replied affirmatively; it is identified as security. Mr. Adams indicated the term access control has been used because the feeling was that "security" was a misleading term. A Board Member suggested using the term "safety and security/access control". The Board Members discussed their interpretations of security and access control. Mr. Brougham recommended "access control and security". Ms. Scott felt security is also a part.

Mr. Charbonneau indicated all of these are components of the program under safety, security and access control and described each part. In response to a question, Mr. Charbonneau confirmed that the details of each component are not clearly spelled out in the current document. Mr. Adams asked District Counsel if there is a need to define the scope in the specifications. Mr. Pires indicated it should be spelled out, if that is the desired scope of services.

A Board Member discussed his research reflecting access control as fence companies, monitoring software, etc.; services oriented. A search of security brings up a combination of all services. He felt the bid specs should be clear on what the Districts want.

The following changes to the redlined copy were recommended:

Page 2, Section 2.03 and throughout: Change "Fiddler's Creek Property Manager" to "Districts' Manager"

Page 2, Section 2.02: Change "Person" to "person" (lowercase p)

Page 2, Section 2.04, Line 2: Remove "drawn on a national or state bank"

Page 4, Section 2.14: Remove entire section and replace it with a statement that the Bid Protests would follow the procedures outlined in the Rules and Procedures

Page 5, Section 2.19: Replace the asterisks items with descriptions in the Rules and Procedures

Page 5, Section 2.15, Line 2: Change "ther" to "their"

Page 5, Section 2.16, Line 3: Change "in substantially" to "substantially in"

Page 7: Add a definition for "Access Control Services"

Page 7 through 8: Correct lowercase lettering sequence beginning with "p", which should be "o"

Page 7, Item m, Line 2: Insert "on" after "for"

Page 7, Item n, Line 3: Change "i.e." to "i.e.," (Insert a comma after the "e.")

Page 7, Item v (the new "u"): Change "requires" to "require"

Page 8, Item cc (the new "bb"), Line 2: Change "has" to "have"

Page 9: Where appropriate, throughout the document, add additional entities (i.e. Corporation, LLCs, etc.)

Page 9, Section 3.07d.2, Line 1: Insert "and" after "envelope"

Page 11, Section 3.14a, Line 2: Change "re advertise" to "readvertise"

Page 11, Section 3.14b, Line 3: Change "re advertised" to "readvertised"

Page 11, Section 3.14: Reference Rules of Procedure

Page 11, Section 3.14a, Line 6: Change "his" to "his/hers" or however it was previously used

Page 11, Section 3.14a, Line 7: Change "him" to "him/her" or however it was previously used

Page 11, Section 3.14c,1,a: Change "M" to "m" (lowercase)

Page 13, Section 3.19: Replace "MATERIALS, APPLIANCES, EMPLOYEES" to "EMPLOYEES CONDUCT"

Page 13, Section 3.22: Remove "SURVEYS," and insert "LICENSES," after "PERMITS,"

Page 15, Section 3.26, Line 3: Change "of" to "on"

Page 15, Line before Item 1: Change "limit" to "minimum coverage" and "\$1" to "\$2"

Page 15, Section 3.27, Line 3: Change "does" to "do"

Page 15, Section 3.27, Line 8: Change "therefor" to "therefore"

Page 15, Item c, Line 2: Change "Required" to "required" (lowercase)

Page 16, Section 3.29b & 3.29c: Remove

Page 16 - 17, Section 3.30: Remove entire section

Page 19, Section 3.36, Line 3: Remove "December 1, 2007"

Page 20, Paragraph 1: Remove dates

Page 20, ARTICLE II., Paragraph 4: Insert "_____ " after "\$"

Page 20, ARTICLE III., Termination, Line 1: Insert "_____ " after "on"

Page 20, ARTICLE III., Termination, Line 2: Delete "3.30"

Page 22, ARTICLE IX. NOTICES: Change the address to the District Manager's corporate address and add a copy to with District Counsel's name and address

Page 23, Fiddler's Creek #2 signature heading: Change "COMMUNITYVELOPMENT" to "COMMUNITY DEVELOPMENT"

Page 24: Change the address to the District Manager's corporate address

Page 25, Third paragraph: Change "exercises" to "exercise"

Page 26, Notes, Item 3: Change "thirteen (13)" to "twelve (12)"

Page 26, Notes, Item 4: Delete "to be utilized in a supervisory capacity,"

Page 27, Section 6.02, Item 3, Line 3: Change "cancelations" to "cancellations"

Page 27, Section 6.02, Item 3, Line 4: Delete second "Access Control Contractor"

Page 27, Section 6.02, Item 3: Include language requiring quarterly driving record updates for roving patrol and annual background checks on all employees, terminology to be determined by the District Manager and District Counsel

Page 27, Section 6.01: Revise what the contractor/District is providing

Page 26, Notes, Item 3: Change "Crontrrol" to "Control"

Page 26, Notes, Item 2: Delete "to be utilized"

Page 27, Section 6.02: Change Items to alphanumeric, not numeric, as with other sections

Page 28, Line 1: Insert "(15)" after "fifteen"

Page 28, Line 2: Change "is" to "are"

Page 28, Item 7 (now g): Change "acces" to "access"

Page 28, Item 8 (now h): Change "Districts' Management Company" to "the Districts' Manager"

Page 28, Item 10 (now j): Insert a space after "the"

Page 28, ADDITIONAL SPECIFICATIONS, Item 1: Modify for non cross training
Insert certification requirements for CPR, first aid, AED, etc. to qualifications section.

Page 28, ADDITIONAL SPECIFICATIONS, Item 2: Insert a space after ""Contractor" and "the" after "allow"

Page 28, ADDITIONAL SPECIFICATIONS, Item 3: Delete entire item

Page 29, ADDITIONAL SPECIFICATIONS, Item 12, Last bullet item: Change "footwear" to "leather service shoe"

Page 29, ADDITIONAL SPECIFICATIONS, Item 11, Last bullet item: Insert "License" after "D"

THIRD ORDER OF BUSINESS

Other Business

There being no there business, the next item followed.

FOURTH ORDER OF BUSINESS

**Audience
Requests**

Comments/Supervisors'

There being no audience comments or Supervisors' requests, the next item followed.

EIGHTH ORDER OF BUSINESS

Adjournment

NEXT MEETINGS: January 25, 2011

- **8:00 A.M. [CDD #1]**
- **10:00 A.M. [CDD #2]**

There being nothing further, the workshop adjourned at 9:12 a.m.

**FIDDLER'S CREEK CDD #1 &
FIDDLER'S CREEK CDD #2**

December 14, 2011

FOR FIDDLER'S CREEK #1:


Secretary/Assistant Secretary


Chair/Vice Chair

FOR FIDDLER'S CREEK #2:


Secretary/Assistant Secretary


Chair/Vice Chair