

MINUTES OF MEETING

Board of Supervisors

Reedy Creek Improvement District

January 22, 2020

9:38 a.m.

President Hames called the regular meeting of the Reedy Creek Improvement District Board of Supervisors to order at 9:38 a.m. on Wednesday, January 22, 2020, at the Administrative Offices of the District, 1900 Hotel Plaza Boulevard, Lake Buena Vista, Florida.

Those present were President Larry Hames, Max Brito, Don Greer and Jane Adams, constituting a quorum of the Board of Supervisors. Others in attendance included; John Classe, District Administrator; Ann Blakeslee, Deputy District Administrator; Wanda Siskron, District Clerk; Tina Graham, Assistant District Clerk; Erin O'Donnell and Eryka Washington, Administration; Bruce Jones and Craig Sandt, Contract and Construction Management; Chris Quinn, Christina Mugford, Eddie Fernández, Dana Keller, Susan Higginbotham and Heidi Powell, Finance; Kerry Satterwhite, Property Management; Jason Middleton, Human Resources; Ron Zupa and Yenni Hernandez, Technology Services; Mike Crikis, Jeff Holland, Wendy Duncan, Richard Danner and April Keneston, Environmental Sciences; Kate Kolbo, Planning & Engineering; Chief Richard LePere and Deputy Chief Eric Ferrari, RCFD; Matt Doan, RCES; Marty Pawlikowski, WDI; Milgrim and Ilana Perras, Milgrim Law Group; Debbie Scuoteguazza, spouse of Dana Keller; Chris Moss and Esequiel Nathal, Compass Risk Management; and Gary Stevens, AON.

President Hames asked the attendees to please stand for the Pledge of Allegiance.

SAFETY MINUTE

Mr. Eddie Fernandez presented the safety instructions for the Administration Building. Mr. Fernandez identified the locations of the emergency exits and the location of the two AEDs in case of an emergency. Mr. Fernandez advised that in the event of a fire, there are two exits on the first floor and emergency personnel wearing safety vests will escort everyone to the nearest exit. Mr. Fernandez advised that a first-aid kit is located at the Security Guard's desk right outside the Boardroom. Mr. Fernandez advised that the monthly safety tip is "the 5-D's; drunk, drowsy, drugged, distracted and dangerous driving." Mr. Fernandez advised that 40,000 lives were lost in 2018 due to driving accidents.

APPROVAL OF MINUTES

Minutes from the December 18, 2019 BOS Meeting were approved and accepted as presented.

The District Clerk recorded proof of publication of the meeting notice. **(EXHIBIT C)**

REPORTS

A departmental report was presented by the District Administrator and the Deputy District Administrator. **(EXHIBIT D)**

Mr. Classe advised that Mr. Richard Danner was retiring after 40 years with the District, his latest position being a Chemist II in the Environmental Sciences group, and then asked Mr. Crikis to say a few words. Mr. Crikis advised that Mr. Danner always has a “can-do” attitude and will put his own work aside to help anyone else who needs his assistance. Mr. Danner advised that being at the District over the last 40 years has been a dream come true. He advised that when he was a young boy, he was working with his father at a restaurant in downtown Orlando and next door to the restaurant is where the announcement was made that Walt Disney World was coming to Orlando. Mr. Danner advised that he never said no to anything and lived by the “can-do” attitude. Mr. Danner advised that these past 40 years have been the best years of his life. Mr. Danner was then presented with a plaque by Mr. Crikis, Mr. Classe and President Hames to honor his 40 years of service.

Ms. Blakeslee advised that she would like to recognize Ms. Dana Keller as she retires from the District at the end of January after 20 years, most recently in Safety and Risk Management as the District’s Risk Manager. Ms. Blakeslee advised that Ms. Keller has been a great asset to her in working on day-to-day activities and she will be missed. Ms. Keller advised that she has enjoyed her time here at the District. Ms. Keller advised that the District has a new generation of leaders and has changed over the past 20 years. Ms. Keller advised that the District is more about the people than the work and that her career has been touched, both personally and professionally, by most of the people in this room. Ms. Keller took a moment to remember Mr. Tom Moses who hired her. Ms. Keller advised that Mr. Moses was a long-time friend and mentor to a lot of people in this room. Ms. Keller encouraged the District and its partners to continue his memory and recognize him for his vision and contributions he made over the years. Ms. Keller was then presented with a plaque from President Hames, Ms. Blakeslee and Mr. Classe. Ms. Keller then introduced Mr. Chris Moss and Mr. Esequiel Nathal from Compass Risk Management, our new contractor, who will be handling Risk Management for RCID. They will be on-site for one week each month or whenever the District needs them here. Ms. Blakeslee advised that Ms. Keller has been helping them with the transition.

CONSENT AGENDA

President Hames proceeded to the Consent Agenda and advised that the Consent Agenda exists of general administrative items and items under a specific cost threshold. Any item could be pulled from the Consent Agenda for further discussion, if requested. Consent Agenda items are shown below:

Item 6A – Semi-Annual Report of Easements

CONSIDERATION of Request for Board approval of Semi-Annual Report of Easements executed by the District Administrator or Deputy District Administrator as required by Resolution No. 565 approved by the Board at its February 25, 2015 meeting for period July-December 2019. **(EXHIBIT A)**

Item 6B – A.3 Parking Garage, A.3 Pedestrian Bridge and Orange Parking Garage Wayfinding Signage – Construction Services Contract Change Order Allowance

CONSIDERATION of Request for Board approval to increase the previous Board-authorized change order allowance pursuant to RCID's contract with **Creative Sign Designs, LLC**, in the amount of **\$5,000.00** to compensate the contractor for changes in the scope of work attributable to escalator signage design and installation supporting the A.3 Parking Garage. Funding for this request is included in the approved project budget and is derived from the RCID 2016-2020 Transportation Projects Ad Valorem Bonds.

Item 6C – New Perimeter Canal Bridge & Repairs to S-46 Structure – Additional Design Services

CONSIDERATION of Request for Board approval to amend Contract #C005515 to **DRMP, Inc.**, in the amount of **\$15,046.00** for additional design services for the new perimeter canal bridge. Staff also requests Board authorization for the District Administrator or Deputy District Administrator to execute change orders up to an aggregate amount of **10%** of the contract amount. Funding for this request is subject to reimbursement from the RCID Series 2018-1 Utility Revenue Bonds (Non-Taxable).

President Hames asked if anyone had a reason to bring up any items on the Consent Agenda for further discussion. No items were pulled from the Consent Agenda for review. Upon motion by Ms. Adams and duly seconded, the Board unanimously approved the Consent Agenda.

REGULAR AGENDA

Item 7A – RCID Investment Management Policy

Mr. Quinn requested Board approval of amending the RCID Investment Management Policy. Mr. Quinn advised that this request contains only minor changes. Mr. Quinn advised that our new Investment Advisement Partner has reviewed this document and modernized some of the language and added definitions of subject matter. Mr. Quinn advised that there are no changes in types of investments. Mr. Quinn advised that this document may be revised yearly, if needed, in order to change anything due to market changes. President Hames asked if there were any public comments on this request and there were none. Upon motion by Mr. Greer and duly seconded, the Board unanimously approved the request. **(EXHIBIT B)**

Item 7B – Rehabilitation of Lift Stations 17, 23, 46 and 59 – Professional Fees

Mr. Doan requested Board approval to execute a Work Authorization under Master Services Agreement M#000128 to **CPH, Inc.**, in the total amount of **\$199,937.87** in professional fees for design, bidding phase and construction phase services associated with the Rehabilitation of Lift

Stations 17, 23, 46 and 59 project. Funding for this request is subject to reimbursement from the RCID Series 2018-1 Utility Revenue Bonds (Non-Taxable). Mr. Doan advised that this request is due to the aging of these structures and that this request covers the first four to be rehabilitated. Mr. Doan advised that there will be approximately four of these done annually. Mr. Doan advised that this project includes taking out pump rails and will be bringing pipe to above-grade material. President Hames asked if there were any public comments on this request and there were none. Upon motion by Mr. Greer and duly seconded, the Board unanimously approved the request.

Item 7C – Rehabilitation of Lift Stations 17, 23, 46 and 59 – RCES Soft Costs

Mr. Doan requested Board approval of an amount Not-To-Exceed **\$50,000.00** for RCES engineering and construction support, including survey, submittal review and project inspection costs for the Rehabilitation of Lift Stations 17, 23, 46 and 59 project. This request includes Board authorization for RCID's and/or RCES's direct purchase of miscellaneous goods and ancillary professional services as necessary for the project. Funding for this request is subject to reimbursement from the RCID Series 2018-1 Utility Revenue Bonds (Non-Taxable). Mr. Doan advised that the preliminary scope of this work will start over the next 15-45 days and includes design and preliminary soft costs. Mr. Doan advised that this is the beginning of the overall program to look at all of the old lift stations. President Hames asked if there were any public comments on this request and there were none. Upon motion by Mr. Brito and duly seconded, the Board unanimously approved the request.

8. OTHER BUSINESS

President Hames asked if there was any further business to discuss.

Mr. Classe advised that Ms. April Keneston from Environmental Sciences will be giving a brief presentation on Fisheries and Watershed Management. Ms. Keneston advised that the Sportfish Management Program is a contractual program provided annually to the Walt Disney Recreation Department and was established in 1989. Ms. Keneston advised that Walt Disney World Recreation saw an opportunity and has hosted numerous fishing events since. Ms. Keneston advised that WDW Recreation contracted RCID Environmental Sciences to manage the fisheries to sustain many new venues on an annual basis. This collaboration resulted in the Sportfishing Program which encompasses managing large bass in the Bay Lake/Seven Seas Lagoon and maintaining fish population in Village Lake/Sassagoula River/EPCOT/Disney Center/Studio Lake. Ms. Keneston advised that key elements for successful fisheries management include:

- Protecting Water Quality – includes lake monitoring; stormdrain education
- Providing a Good Habitat – installing geofilter tubes to help protect shorelines and allows beneficial plants to grow; habitat restoration
- Controlling Harvest – “Catch and Release” bass fishing guidelines have given fishery managers the ability to build unique and plentiful fish populations
- Electroshocking surveys provide age and growth analysis

- Providing Fish Attractors and Feeders and PVC Attractors as well as Artificial Attractors

Ms. Keneston advised that Environmental Sciences also provides GIS/bathymetry maps; canal profiles; fish removal/relocation; and works with Disney whenever their services are needed on special projects.

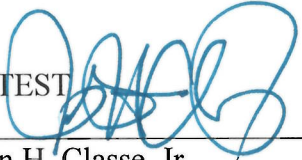
Mr. Classe advised that there was one other item of business he wanted to mention. Mr. Classe then read a Proclamation from the City of Orlando honoring President Hames on December 20, 2019 for his many accomplishments while at Goodwill Industries. Mr. Classe thanked Mr. Hames for his service and contributions.

Mr. Classe advised that the next BOS Meeting will take place on February 26th at 9:30 a.m.


Mr. Classe presented the Final Thought from Helen Keller, author, lecturer and political activist, "Your success and happiness lie in you. Resolve to keep happy and your joy and you shall form an invincible host against difficulties."

There being no further business to come before the Board, the meeting was adjourned at 10:38 a.m.

ATTEST



John H. Classe, Jr.
Secretary, Board of Supervisors



Laurence C. Hames
President, Board of Supervisors