

MINUTES OF MEETING

Board of Supervisors

Reedy Creek Improvement District

March 25, 2020

9:35 a.m.

President Hames called the regular meeting of the Reedy Creek Improvement District Board of Supervisors to order at 9:35 a.m. on Wednesday, March 25, 2020, at the Administrative Offices of the District, 1900 Hotel Plaza Boulevard, Lake Buena Vista, Florida.

Those present via teleconference were President Larry Hames, Max Brito, Jane Adams and Don Greer; Wayne Schoolfield attended in-person, constituting a quorum of the Board of Supervisors. Others in attendance included; John Classe, District Administrator; Ann Blakeslee, Deputy District Administrator; and Wanda Siskron, District Clerk, Administration; Bruce Jones, Contract and Construction Management; Eddie Fernandez, Finance; and Ron Zupa, Technology Services. Those participating via teleconference were: Chris Quinn, Finance; Kate Kolbo, Planning & Engineering; and Ed Milgrim, Milgrim Law Group.

SAFETY MINUTE

Mr. Eddie Fernandez did not present safety instructions since there were no visitors attending the meeting. Mr. Fernandez thanked the District Leadership Team on behalf of the RCID employees for keeping everyone up-to-date via timely e-mails related to COVID-19 and encouraging positivity during this trying time. Mr. Fernandez advised that there is no safety tip of the month. However, he encourages everyone to please wash hands often, stay informed and to be safe.

Mr. Hames thanked the District on behalf of the BOS as he knows how badly COVID-19 is impacting everyone.

APPROVAL OF MINUTES

Minutes from the February 26, 2020 BOS Meeting were approved and accepted as presented.

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

REPORTS

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

Mr. Classe advised that one of Reedy Creek's Firefighters/Paramedics, Raphael Port, was on vacation last summer in Greece when another visitor, Ms. Cindy Garofali, fell on the steps in front of the Cathedral, hitting her head and knocking her unconscious. Raphael was only a few feet away and rendered aid immediately until medical personnel arrived. Ms. Garofali did not remember anything, but her family and friends told her about Raphael. She was visiting Disney recently and said she was not leaving until she could meet and thank Raphael for his kindness and professionalism. Mr. Classe presented a slide with a photo of Raphael and Ms. Garofali.

Mr. Classe advised that the RCID team participated in the Junior Achievement Bowl-A-Thon held on February 29th in Altamonte Springs. Mr. Classe presented a slide of the RCID Team which included Jerry Wooldridge, Mike Rickabaugh, Mike King, Alyssa Odom, Joey Rodriguez and Joey's son, E.J. Mr. Classe advised that he attended to offer moral support and to buy lunch.

Mr. Classe advised that COVID-19 has impacted the District, but that everyone seems to be coping well with all of the changes that have taken place. Mr. Classe advised that the District is operating business as usual. Work is continuing on construction projects; employees are working from home when able; social distancing has been implemented; buildings are being cleaned and sanitized more than usual; and everyone is sanitizing hands frequently. Mr. Classe advised that Mayor Demings' announcement was a curve ball, but that the staff will evaluate today and take appropriate steps to comply with the Mayor's Order. Mr. Classe advised that the District will continue to accomplish its mission in a safe and creative way and thanked all employees for their cooperation during these trying times.

Ms. Blakeslee advised that due to the virus the Relay for Life scheduled for this weekend has been postponed, but will be held at a future date. No new date has been set at this time.

Ms. Blakeslee advised that the Earth Day Open House celebration scheduled for April 10th at the Environmental Sciences department has also been postponed and a new date has not been announced.

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 – Non-Exclusive Temporary Easement Agreement

CONSIDERATION of Request for Board approval of a Non-Exclusive Temporary Easement Agreement to the Florida Department of Transportation (FDOT). **(EXHIBIT A)**

Item 6B – Non-Exclusive Permanent Easement Agreement

CONSIDERATION of Request for Board approval of a Non-Exclusive Permanent Easement Agreement with **Orange County** associated with a new traffic signal at the Western Way-Avalon Road intersection. **(EXHIBIT B)**

Item 6C – Flamingo Crossings Potable Water and Reclaimed Water Booster Pump Stations – Change Order

CONSIDERATION of Request for Board approval to execute a Change Order with **Garney Companies, Inc.**, in the amount of **\$15,041.36** for Flamingo Crossings Potable Water and Reclaimed Water Booster Pump Stations Project. Funding for this request is subject to reimbursement from the RCID Series 2018-1 Utility Revenue Bonds (Non-Taxable). **(EXHIBIT C)**

Item 6D – Temporary License Agreement for Waste Accumulation, Consolidation and Shipping

CONSIDERATION of Request for Board approval to execute a Temporary License Agreement between **Walt Disney Parks and Resorts US, Inc. (WDP&R)** and the Reedy Creek Improvement District for a portion of a building in the South Service Area. **(EXHIBIT D)**

Item 6E – Reedy Creek Improvement District Survivor Welfare Committee By-laws

CONSIDERATION of Request for Board approval of the Amended and Restated Survivor Income Plan and the Amended By-laws of the Survivor Welfare Committee. **(EXHIBIT E)**

Mr. Classe advised the BOS that Agenda Item 6B will be for approval of the revised document provided to the BOS Members on March 24th, after the original BOS package was sent to them on March 20th. 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 Mr. Brito and duly seconded, the Board unanimously approved the Consent Agenda.

REGULAR AGENDA

Item 7A – World Drive North Phase II – Post Design Engineering Services Revision

Ms. Kolbo requested Board approval to execute a Change Order to Contract #C005130 with **DRMP, Inc.**, for Post Design Services. The Change Order is in the total amount of **\$679,584.00** and is comprised of **\$643,584.00** in labor fees and **\$36,000.00** in reimbursable expenses. Funding for this request is included in the approved project budget and is derived from the RCID Series 2016-2024 Transportation Projects Ad Valorem Bonds. Ms. Kolbo advised that this request is for meetings, shop drawing reviews, site observations and other services to assist the District during the construction phase of the project. President Hames asked if there were any public comments

on this request and there were none. Upon motion by Mr. Schoolfield and duly seconded, the Board unanimously approved the request. **(EXHIBIT F)**

Item 7B – World Drive North Phase II – CM and CE&I Professional Services Agreement

Mr. Jones requested Board approval to award an Agreement for Professional Services to **CONSOR Engineers, LLC**, in the total Not-To-Exceed amount of **\$3,468,474.00** for construction management, construction engineering and inspection and material testing services in support of the World Drive North Phase II project. The total amount is comprised of a fee in the amount of **\$3,287,364.00** and reimbursable expenses in the amount of **\$181,110.00**. Funding for this request is included in the approved project budget and is derived from the RCID Series 2016-2024 Transportation Projects Ad Valorem Bonds. Mr. Jones advised that this request covers services mentioned above. Mr. Jones presented a slide which shows that 32% of this project's budget is committed at this time including this request and Ms. Kolbo's post-design services request. Mr. Jones advised that CONSOR Engineers was ranked highest among the five firms who submitted proposals. Mr. Jones advised that CONSOR had the best understanding of this project and their proposal was very well done, Mr. Jones advised that construction will begin in June of this year and should conclude in September 2022. Per President Hames' request, Mr. Jones advised that proposals are reviewed by a team of four members; Craig Sandt, Jason Herrick (for utility relocation), Kate Kolbo and himself. President Hames asked about Force Majeure based on current environment. Mr. Jones advised that this provision is included in all contracts. 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. **(EXHIBIT F)**

Item 7C – WWTP Biological Nutrient Removal (BNR) Treatment Train #4 Rehabilitation – Initial Budget

Mr. Herrick requested Board approval to establish an initial budget of **\$2,750,000.00** for the WWTP Biological Nutrient Removal (BNR) Treatment Train #4 Rehabilitation project. Funding for this request is subject to reimbursement from the RCID Series 2018-1 Utility Revenue Bonds (Non-Taxable). Mr. Herrick advised that this request is actually one of three requests related to this project. Mr. Herrick also advised that this request is for one of two new projects that the BOS hasn't seen yet. Mr. Herrick advised that this project encompasses a process to remove nutrients, nitrogen and phosphorus from wastewater which is stored in a large concrete tank, #4. There are four tanks in total. Mr. Herrick advised that this project is to replace all air nozzles, replace mixers, and repair concrete cracks at the base of train #4. President Hames asked if there were any public comments on this request and there were none. Upon motion by Mr. Schoolfield and duly seconded, the Board unanimously approved the request.

Item 7D – WWTP Biological Nutrient Removal (BNR) Treatment Train #4 Rehabilitation – Construction Services

Mr. Herrick requested Board approval to award a Contract to **Felix Associates of Florida, Inc.**, in the amount of **\$2,195,800.00** for construction of the WWTP Biological Nutrient Removal (BNR) Treatment Train #4 Rehabilitation project. 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). Mr. Herrick advised that this

request is for the lowest bid out of four bids which were fairly close. Mr. Herrick advised that RCID feels confident with the Felix team. 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.

Item 7E – WWTP Biological Nutrient Removal (BNR) Treatment Train #4 Rehabilitation – RCES Soft Costs

Mr. Herrick requested Board approval of an amount Not-To-Exceed **\$330,000.00** for RCES engineering and construction support, including survey, submittal review and project inspection costs for the WWTP Biological Nutrient Removal (BNR) Treatment Train #4 Rehabilitation project. This request includes Board authorization for RCID's and/or RCES's direct purchase of miscellaneous good 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. Herrick advised that this request for soft costs is 15% due to this type of project. Normally, soft costs are somewhere between 10-20%. President Hames asked if there were any public comments on this request and there were none. Upon motion by Ms. Adams and duly seconded, the Board unanimously approved the request. **(EXHIBIT G)**

Item 7F – Contemporary Resort Reclaimed Water Conversion – Initial Budget

Mr. Herrick requested Board approval to establish an initial budget of **\$270,000.00** for the Contemporary Resort Reclaimed Water Conversion project. Funding for this request is subject to reimbursement from the RCID Series 2018-1 Utility Revenue Bonds (Non-Taxable). Mr. Herrick advised that this request is the second new project mentioned previously. Mr. Herrick advised that this request is to convert irrigation from potable water to reclaimed water. Mr. Herrick advised that this request is part of a continuing program to convert all irrigation. Mr. Herrick advised that this project will save 59 million gallons of water per year. President Hames asked if there were any public comments on this request and there were none. Upon motion by Mr. Schoolfield and duly seconded, the Board unanimously approved the request.

Item 7G – Contemporary Resort Reclaimed Water Conversion – Construction Services

Mr. Herrick requested the Board to award a Contract to **Gulf Coast Utility Constructors, Inc.**, in the amount of **\$199,950.00** for construction of the Contemporary Resort Reclaimed Water Conversion project. 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). Mr. Herrick advised that this request is for the lowest bidder out of four bids received. Mr. Herrick advised that two bids were very close and two were higher. Mr. Herrick advised that Gulf Coast was asked if they understood the scope of this project and they advised that they did. President Hames asked if there were any public comments on this request and there were none. Upon motion by Ms. Adams and duly seconded, the Board unanimously approved the request.

Item 7H – Contemporary Resort Reclaimed Water Conversion – RCES Soft Costs

Mr. Herrick 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 Contemporary Resort Reclaimed Water Conversion project. This request includes Board authorization for RCID's and/or RCES's direct purchase of miscellaneous good 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. Herrick advised that this request is for soft costs related to this project and is lower than normal percentage. 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 H)**

8. PUBLIC HEARING - POSTPONED

CONSIDERATION of Request for the Board to adopt proposed rates for chilled water and electric for customers served by the Reedy Creek Improvement District effective for the first meter reading after March 28, 2020.

President Hames advised that this Public Hearing has been postponed per Ms. Blakeslee's request.

9. OTHER BUSINESS

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

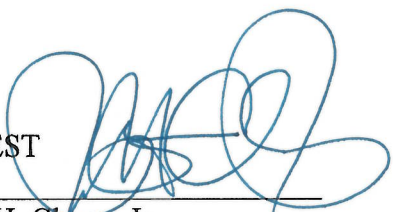
Mr. Classe advised that the next BOS Meeting will take place on April 22nd at 9:30 a.m.

Mr. Classe presented the Final Thought from Lillian Russell, Actress, Singer 1879-1919, "We all have fear of the unknown, what one does with that fear will make all the difference in the world."


Mr. Classe asked the BOS members to stay on the phone immediately following the adjournment of today's BOS meeting, in order to conduct the annual VEBA Trust Board Meeting.

There being no further business to come before the Board, the meeting was adjourned at 10:17 a.m.

ATTEST



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



Laurence C. Hames
President, Board of Supervisors