

# MINUTES OF MEETING

Board of Supervisors

Reedy Creek Improvement District

*April 24, 2019*

9:30 a.m.

President Hames called the regular meeting of the Reedy Creek Improvement District Board of Supervisors to order at 9:30 a.m. on Wednesday, April 24, 2019 at the Administrative Offices of the District, 1900 Hotel Plaza Boulevard, Lake Buena Vista, Florida.

Those present were Larry Hames, Donald Greer, Jane Adams, Wayne Schoolfield and Max Brito, constituting a quorum of the Board of Supervisors. Others in attendance included; John Classe, District Administrator; Wanda Siskron, District Clerk, Tina Graham, Assistant District Clerk, and Erin O'Donnell, Administration; Jerry Wooldridge, Building & Safety; Bruce Jones and Eddie Fernandez, Contract & Risk Management; Chris Quinn, Susan Higginbotham, Lexy Wollstadt, and Heidi Powell, Finance; Jason Middleton, Human Resources; Ron Zupa and Yenni Hernandez, Technology Services; Mike Crikis, Environmental Sciences; Kate Kolbo, Planning & Engineering; Chief Richard LePere, Deputy Chief Eric Ferrari, Deputy Chief Keith Cartwright, RCFD and Chaplain Rick Spence; Brian Jones, Chris Ferraro, Jason Herrick, Mark Swanson, and John Giddens, RCES; John McGowan, WDP&R; Ed Milgrim, Milgrim Law Firm; and Margaret Lezcano, UBS.

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 safety tip of the month is "Electrical Safety" and that the audience would be shocked at the number of deaths related to electrical mishaps. Mr. Fernandez reminded everyone that if they are going to be working in a hazardous area, to be sure and disconnect power and to know their limitations. Mr. Fernandez advised that when in doubt, make contact with a licensed electrician.

## **APPROVAL OF MINUTES**

Minutes from the March 27<sup>th</sup> BOS Meeting were approved as presented.

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

## **REPORTS**

A departmental report was presented by the District Administrator and Utilities. **(EXHIBIT F)**

Mr. Classe reported that with Mr. Doug Wagner's departure from RCES, at last month's meeting, it was announced that Mr. Brian Jones had been named to replace Mr. Wagner. Mr. Classe reported that Mr. Jones was in the audience and advised that the District is looking forward to working with Mr. Jones.

Chief LePere then introduced Mr. Rick Spence, who recently retired from the RCFD after 30 years. In April, Mr. Spence received the Firefighter of the Year Award and was recognized by the State Fire Marshal and the Governor. Also, he was sworn in as the Chaplain for the Central Florida Fire Chiefs' Association and will be serving as RCFD's Chaplain. Chief LePere advised that Mr. Spence has truly left his mark on the RCFD and he is very proud of Mr. Spence's accomplishments.

Mr. Classe reported that the grand opening of the new Grapefruit Garage took place on April 15<sup>th</sup> and several BOS members were in attendance. Mr. Classe then presented a photo of the ribbon cutting ceremony.

Mr. Classe advised that Mr. John Giddens from RCES will retire effective May 3<sup>rd</sup>. Mr. Classe presented Mr. Giddens with a gift from RCID in appreciation of Mr. Giddens' many contributions over the years. Mr. Giddens retires with 32 years of service. Mr. Giddens began his career in 1986 with Disney and has served in many different areas of the company. Mr. Classe advised that some of Mr. Giddens notable projects include the Mickey electric transmission pole, the Mickey solar array and the new 270-acre solar facility on the west side of Walt Disney World. Mr. Classe advised that Ms. Blakeslee, who is out of town, offered her appreciation to Mr. Giddens for his being instrumental in getting the District's Debt program and purchase power and fuel program off the ground. Both Mr. Classe and Ms. Blakeslee advised that they will miss John. Mr. Giddens then thanked the BOS Members and attendees for their support over the years and relayed several stories on his introduction and relationship with previous and present BOS Members. Mr. Giddens thanked everyone for their support and advised that he is looking forward to traveling after his retirement.

Ms. Chris Ferraro presented the Semi-Annual Electric Reliability Compliance Program Report for period October 1, 2018 through March 31, 2019. This is a report of compliance and associated activities related to the North American Electric Reliability Corporation (NERC) and Florida Reliability Coordinating Council's (FRCC) electric reliability standards. Ms. Ferraro advised that during this period, the Executive Compliance Committee (ECC) and the RCES Compliance Committee conducted regularly scheduled meetings. Ms. Ferraro advised that no standards or requirements have been identified to be monitored by FRCC in 2018, 2019, or 2020. As a result,

no request for Self-Certification Reports for calendar year 2018 have been received. Ms. Ferraro advised that the RCID annual self-audits of all applicable 2018 NERC Standards were scheduled to commence on April 22, 2019. Ms. Ferraro advised that on October 30, 2018, the FRCC Board of Directors approved a timeline and plan to wind down its Regional Entity operations effective July 1, 2019. The FRCC is negotiating the transition of the FRCC Entities with the Southeastern Electric Reliability Council (SERC). Ms. Ferraro advised that after July 1, 2019, the FRCC will continue its traditional member services reliability functions and coordinating roles, which include its work as a Reliability Coordinator and Planning Authority. Ms. Ferraro advised that RCES Utility Integration staff members participated in several training and outreach opportunities during this semi-annual period.

### **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 – Amendment to Right of Entry Agreement between WDP&R and RCID**

CONSIDERATION of Request for Board approval of an amendment to the Right of Entry Agreement between **Walt Disney Parks & Resorts U.S., Inc. (WDP&R)** and the Reedy Creek Improvement District (RCID) dated October 15, 2015, excluding the Disney Vacation Club Riviera project from the agreement as a result of new specific easements being granted by WDP&R to the District for the District utility lines located within the Riviera Project. **(EXHIBIT A)**

#### **Item 6B – Flamingo Crossings Potable Water and Reclaimed Water Booster Pump Stations – Preliminary Budget Revision**

CONSIDERATION of Request for Board approval to revise the preliminary budget for the Flamingo Crossings Potable Water and Reclaimed Water Booster Pump Stations project by reducing approved funding in the construction line item and adding funds to an Owner-Furnished Materials line item. The total preliminary budget amount will remain unchanged. Funding for this request is derived from the RCID Series 2018-1 Utility Revenue Bonds (Non-Taxable). **(EXHIBIT B)**

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 – Flamingo Crossings Potable Water and Reclaimed Water Booster Pump Stations – Owner-Furnished Materials (OFM)**

Mr. Jason Herrick requested Board approval and authorization of RCID's direct purchase of Owner-Furnished Materials (OFM) in the amount of **\$725,000.00** for the Flamingo Crossings Potable Water and Reclaimed Water Booster Pump Stations project. Funding for this request is derived from the RCID Series 2018-1 Utility Revenue Bonds (Non-Taxable). Mr. Herrick advised that this request will be used to purchase potable water pumps which will be used to increase the water pressure during fire flow conditions in the Flamingo Crossings area. These will be used on an interim basis until the Orange County potable water system is extended to Flamingo Crossings. Then, pumps will be reused. 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 B)**

### **Item 7B – Carousel of Progress Unit Substation Replacement – Preliminary Budget**

Mr. Herrick requested Board approval to establish a preliminary budget of **\$1,255,000.00** for the Carousel of Progress Unit Substation Replacement project. Funding for this request is derived from the RCID Series 2015-1 Utility Revenue Bonds (Non-Taxable). Mr. Herrick advised that this request is for a preliminary budget in order to replace two transformers in advance of Magic Kingdom service work. 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 7C – Carousel of Progress Unit Substation Replacement – Construction Services Agreement**

Mr. Herrick requested Board approval to award a contract to **Team Fishel Company, Inc.**, in the amount of **\$841,870.00** for construction of the Carousel of Progress Unit Substation Replacement 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 derived from the RCID Series 2015-1 Utility Revenue Bonds (Non-Taxable). Mr. Herrick advised that this request is for the lowest of three bids received and that all three of the bids were fairly close. 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 7D – Carousel of Progress Unit Substation Replacement – Owner-Furnished Materials (OFM)**

Mr. Herrick requested Board approval and authorization of RCID's direct purchase of Owner-Furnished Materials (OFM) in the amount of **\$150,000.00** for the Carousel of Progress Unit Substation Replacement project. Funding for this request is derived from the RCID Series 2015-1 Utility Revenue Bonds (Non-Taxable). Mr. Herrick advised that this request will cover costs of transformers and 3,000 feet of cable. 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 – Carousel of Progress Unit Substation Replacement – RCES Soft Costs**

Mr. Herrick requested Board approval of an amount Not-To-Exceed **\$170,000.00** for RCES engineering and construction support, including survey, submittal review and project inspection costs for the Carousel of Progress Unit Substation Replacement 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 derived from the RCID Series 2015-1 Utility Revenue Bonds (Non-Taxable). Mr. Herrick advised that this request is to cover RCES soft costs related to the above 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 C)**

**Item 7F – Wastewater Treatment Plant (WWTP) Influent Channel Rehabilitation – Preliminary Budget**

Mr. Herrick requested Board approval to establish a preliminary budget of \$2,562,500.00 for the WWTP Influent Channel Rehabilitation project. Funding for this request is derived from the RCID Series 2015-1 Utility Revenue Bonds (Non-Taxable). Mr. Herrick advised that this request is for a new project at the wastewater treatment plant. This is a normal maintenance project due to the concrete channels deteriorating from normal operations. 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 7G – Wastewater Treatment Plant (WWTP) Influent Channel Rehabilitation – Construction Services Agreement**

Mr. Herrick requested Board approval to award a contract to **Garney Companies, Inc.**, in the amount of **\$2,020,800.00** for construction of the WWTP Influent Channel 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 additional contract amount. Funding for this request is derived from the RCID Series 2015-1 Utility Revenue Bonds (Non-Taxable). Mr. Herrick advised that this request is for the lowest bidder and that other bids were not even close. Mr. Herrick advised that Garney's bid came in way below the other bidders. Mr. Herrick advised that there is a problem in Central Florida with securing bidders due to the contractors all being busy with other jobs. 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 7H – Wastewater Treatment Plant (WWTP) Influent Channel Rehabilitation – RCES Soft Costs**

Mr. Herrick requested Board approval of an amount Not-To-Exceed **\$307,500.00** for the RCES engineering and construction support, including survey, submittal review and project inspection costs for the WWTP Influent Channel Rehabilitation project. Funding for this request is derived from the RCID Series 2015-1 Utility Revenue Bonds (Non-Taxable). Mr. Herrick advised that he

would like to modify this request to reflect the following language, "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." Mr. Herrick advised that this request is for soft costs related to this 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 D)**

## **8. OTHER BUSINESS**

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

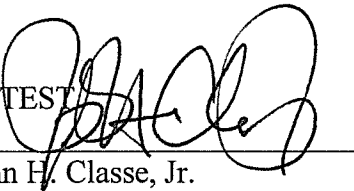
Mr. Classe advised that there is nothing pending in the State Legislature that has any significant effect on the District to bring to the attention of the BOS at this time.


Mr. Classe advised that the next Landowners' Meeting and BOS Meeting will take place on May 22<sup>nd</sup>, at 9:30 a.m.

Mr. Classe then presented the Final Thought from Joseph Addison, English essayist, poet, playwright and politician 1672-1719, "No one is more cherished in this world than someone who lightens the burden of another." Mr. Classe felt that this quote was especially appropriate since today is Administrative Professionals' Day. Mr. Classe then recognized Wanda Siskron, District Clerk, and Tina Graham, Assistant District Clerk, for their contributions to the District as administrative personnel.

There being no further business to come before the Board, the meeting was adjourned at 10:05 a.m.

ATTEST

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

  
\_\_\_\_\_  
Laurence C. Hames  
President, Board of Supervisors