

# MINUTES OF MEETING

## Board of Supervisors

### Reedy Creek Improvement District

*June 24, 2020*

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, June 24, 2020, at the Administrative Offices of the District, 1900 Hotel Plaza Boulevard, Lake Buena Vista, Florida.

Those present via teleconference were Max Brito, Jane Adams, Wayne Schoolfield and Don Greer; President Larry Hames attended in-person, 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; and Tina Graham, Assistant District Clerk; Administration; Bruce Jones, Contract and Construction Management; Eddie Fernandez, Finance; Ron Zupa, Technology Services; Chris Quinn, Finance; Chief Richard LePere and Deputy Chief Tanya Naylor, RCFD; and Keith Cartwright, Deputy Chief-Winter Garden Fire Department. Those participating via teleconference were: Deputy Chief Eric Ferrari, RCFD; Eryka Washington and Erin O'Donnell, Administration; Lexy Wollstadt, Finance; Chris Ferraro, Jason Herrick; Mark Swanson; and Ray Crooks, RCES; Kate Kolbo, Planning & Engineering; Craig Sandt, Contract and Construction Management; Jerry Wooldridge, Building & Safety; Kerry Satterwhite, Property Management; Jason Middleton, HR; Mike Crikis, Environmental Sciences; John McGowan and Sean Roberts, WDP&R-Legal; and Ed Milgrim and Ilana Perras, Milgrim Law Group.

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

### **SAFETY MINUTE**

Mr. Eddie Fernandez did not present safety instructions since there were no outside visitors attending the meeting who had not attended before. Mr. Fernandez advised that the safety tip of the month is "How do we prioritize safety at a time like this"? Do we wear our masks, have extra food and cash on hand? Do we continuously wash hands or join protests? Can the District require employees to adhere to safety measures within reason? Mr. Fernandez advised that for our personal safety, we have control over whether our needs are met and are able to help others. We are all different individuals. We need to have mutual respect for others and practice safety at all times.

## APPROVAL OF MINUTES

Minutes from the May 20, 2020 Landowners and BOS Meetings as well as the May 22, 2020 Minutes from the Public Hearing-Utilities were approved and accepted as presented.

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

## REPORTS

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

Mr. Classe advised that the District continues to practice safety protocols related to COVID-19. We are refining and expanding on how to interact with customers and outside in the marketplace by wearing masks and practicing social distancing. Mr. Classe advised that things are more active on property each day. Mr. Classe advised that the teams follow health protocols by wearing masks whenever outside. We have worked with the team/taxpayers, parks and resorts on how to support and help them plan and strategize.

Ms. Blakeslee advised that Deputy Chief Keith Cartwright retired from the Reedy Creek Fire Department effective June 12<sup>th</sup>, but is back today to be honored upon his retirement after 20 years. Chief LePere advised that Deputy Chief Cartwright came to RCFD in March of 2000 from the City of Seminole on the west coast. Deputy Chief Cartwright has experience with hazmat, EMS, pool safety, and personal safety. Deputy Chief Cartwright has been a Battalion Chief; Shift Commander; Deputy Chief; Trainer; and EMS Chief and is very experienced in administration, labor management, budget, and the 911 Call Center. In fact, Deputy Chief Cartwright was essential in getting the Emergency Medical Services Tracking and Reporting System (EMSTARS) reporting system up and running county-wide. Chief LePere advised that Deputy Chief Cartwright is a loyal employee who loved RCFD and he was proud to call him a friend. Deputy Chief Cartwright was a big part of the success of RCFD and has clearly left a hole in the RCFD family. Chief LePere then read a congratulatory wish from Deputy Chief Eric Ferrari, "What an absolute honor and pleasure it has been to work alongside such a loyal, compassionate, knowledgeable and genuine human being. Serving alongside Keith in our Deputy Chiefs' roles over these last few years, and working together through various other roles throughout our careers, has been such a great experience. You will be missed!" Deputy Chief Cartwright thanked Chief LePere for the opportunity to serve RCFD over the past 20 years. Deputy Chief Cartwright advised that it was a pleasure working with Chief LePere and that he has a good, tight executive team and support team. Deputy Chief Cartwright advised that he hopes he can add value wherever he goes and that he is now a Deputy Chief with the Winter Garden Fire Department. Chief LePere and President Larry Hames then presented Deputy Chief Cartwright with a plaque from the BOS and RCID thanking him for his service.

Ms. Blakeslee advised that there were a couple of other retirements from RCFD. Battalion Chief George Vail will retire effective June 30<sup>th</sup> with 31 years of service and Battalion Chief Curtis Brown will retire effective July 25<sup>th</sup> with 24 years of service.

Ms. Blakeslee also advised that the District has just received preliminary assessed values from the County. Ms. Blakeslee advised that the preliminary assessed value assumptions in the draft Budget for FY21 look good. Ms. Blakeslee advised that assessed values are up 9.8% and are effective as of January 1, 2020. Ms. Blakeslee advised that this doesn't mean that things couldn't change. These numbers are pre-COVID-19. Ms. Blakeslee advised that we may get a lot of pressure from taxpayers for FY21 and 22 due to significant impacts of the pandemic, but we continue to monitor.

### **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 – Bonnet Creek Community Development District and RCID Settlement**

##### **Agreement – Revision**

CONSIDERATION of Request for Board approval of **Bonnet Creek Resort Community Development District** and the Reedy Creek Improvement District (RCID) Settlement Agreement previously approved at the May 20<sup>th</sup> BOS Meeting. This request is necessary due to scrivener's errors on Exhibits attached to the document provided for approval with the May 20<sup>th</sup> BOS package. **(EXHIBIT A)**

#### **Item 6B – RCID 2016-2024 Transportation Projects Job Site Safety Observation – Amendment of Professional Services Agreement**

CONSIDERATION of Request for Board approval to increase the Professional Services Agreement between RCID and **Colonial Risk Management, LLC**, and to add to the fee the amount of **\$39,000.00** and to extend the term of the agreement to June 20, 2021, for continued job site safety observation and oversight services pursuant to the requirements of the Owner Controlled Insurance Program (OCIP). Funding for this request is included in the approved project budget and is derived from the RCID 2016-2024 Transportation Ad Valorem Bonds.

#### **Item 6C – EPCOT Resorts Blvd. Bridge Replacement Phase I – Professional Services Change Order Allowance**

CONSIDERATION of Request for Board approval to increase the previous Board- authorized change order allowance pursuant to RCID's contract with **Consor Engineers, LLC**, in the amount of **\$11,600.00**, for additional construction engineering and inspection services supporting the EPCOT Resorts Blvd. Bridge Replacement Phase I Project. Funding for this request is included in the approved project budget and is derived from the RCID 2016-2024 Transportation Ad Valorem Bonds.

#### **Item 6D – Transaction Schedule between Florida Municipal Power Agency (FMPA) and RCID**

CONSIDERATION of Request for Board approval of the Transaction Schedule between **Florida Municipal Power Agency (FMPA)** and RCID and Board authorization for the District

Administrator to execute said Transaction Schedule. RCID will provide the requisite natural gas volumes to FMPA and in turn receive 53MW of energy output from FMPA. The term of the Transaction Schedule begins on July 1, 2021 through December 31, 2023. **(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 Mr. Schoolfield and duly seconded, the Board unanimously approved the Consent Agenda.

## **REGULAR AGENDA**

### **Item 7A – 2020 Budget Amendment No. 1**

Ms. Kolbo requested Board authorization to amend the 2020 Budget for drainage improvements in the amount of **\$335,000.00** for RCID-Disney Springs Buena Vista Dr. 60” Culvert Rehabilitation. Funding for this request will be derived from Outside Drainage funds. Ms. Kolbo advised that this request is for work at the location on Buena Vista Drive, just north of Hotel Plaza Blvd. Ms. Kolbo advised that these two 60” culverts need to be repaired as soon as possible before any potential roadway impacts. Ms. Kolbo advised that the lowest bidder, Insituform Technologies, LLC, will be performing the work. Ms. Kolbo advised that RCID has worked with them in the past and that this is a good price. Ms. Kolbo advised that there is a budget of \$120,000.00 per year for drainage pipe maintenance which covers most problems that are found, especially when dealing with smaller sized-culverts. But, these two 60” culverts are the largest ones RCID has and the cost is substantially higher to repair or replace. 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 C)**

### **Item 7B – ECEP Chiller Plant Rehabilitation Phase I – Initial Budget**

Mr. Herrick requested Board approval to establish an initial budget of **\$5,065,000.00** for the ECEP Chiller Plant Rehabilitation Phase I project. Funding for this request is derived from the RCID Series 2018-2 Utility Revenue Bonds (Taxable). Mr. Herrick advised that the BOS saw this project at the May 20<sup>th</sup> meeting. This request is for approval of the initial budget for replacement of three large pumps and three chillers and miscellaneous construction work. Mr. Herrick advised that these chillers are at end of life and coolant is no longer available. Mr. Herrick advised that these chillers are 200-ton capacity and there is a total of eight chillers. Mr. Herrick advised that work will hopefully be completed by the end of March 2021, with work commencing during the coldest months of the year. 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 D)**

### **Item 7C – ECEP Chiller Plant Rehabilitation Phase I – Construction Services Agreement**

Mr. Herrick requested Board approval to award a contract to **S.I. Goldman Company, Inc.**, in the amount of **\$3,378,900.00** for construction of the ECEP Chiller Plant Rehabilitation Phase I 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 2018-2 Utility Revenue Bonds (Taxable). Mr. Herrick advised that this request is for work to be performed by the lowest bidder for replacing three large pumps, three chillers and miscellaneous construction work. Mr. Herrick advised that three bidders were very close in price. 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 –ECEP Chiller Plant Rehabilitation Phase I – RCES Soft Costs**

Mr. Herrick requested Board approval of an amount Not-To-Exceed **\$270,000.00** for RCES engineering and construction support, including survey, submittal review and project inspection costs for the ECEP Chiller Plant Rehabilitation Phase I project. This request also 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 2018-2 Utility Revenue Bonds (Taxable). Mr. Herrick advised that this request should get us through the construction phase for this project. 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 – Replacement of Switch Station 60 at the Wastewater Treatment Plant – Initial Budget**

Mr. Herrick requested Board approval to establish an initial budget of **\$2,262,000.00** for the Replacement of Switch Station 60 at the Wastewater Treatment Plant project. Funding for this request is derived from the RCID Series 2018-1 Utility Revenue Bonds (Non-Taxable). Mr. Herrick advised that this request is for the initial budget to complete the conversion of 14 live-front switches. This request is for the five remaining live-front switches. Two of the 14 switches will be eliminated. 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 E)**

**Item 7F – Replacement of Switch Station 60 at the Wastewater Treatment Plant – Construction Services Agreement**

Mr. Herrick requested Board approval to award a contract to **Maddox Electric Company, Inc.**, in the amount of **\$1,313,445.00** for construction of the Replacement of Switch Station 60 at the Wastewater Treatment Plant 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 2018-1 Utility Revenue Bonds (Non-Taxable). Mr. Herrick advised that Maddox Electric was the lowest bidder out of three bids. Mr. Herrick advised that it was anticipated that this project would be \$1.5M, so it is considerably lower than that. Mr. Herrick advised that he has noticed a slight improvement in bidding prices over the past few months. 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 – Replacement of Switch Station 60 at the Wastewater Treatment Plant – Owner-Furnished Material (OFM)**

Mr. Herrick requested Board approval of Owner-Furnished Material (OFM) in the amount of **\$550,000.00** for the Replacement of Switch Station 60 at the Wastewater Treatment Plant project. Funding for this request is derived from the RCID Series 2018-1 Utility Revenue Bonds (Non-Taxable). Mr. Herrick advised that this request includes the purchase of five new switches and a significant amount of new cable. 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 7H – Replacement of Switch Station 60 at the Wastewater Treatment Plant – RCES Soft Costs**

Mr. Herrick requested Board approval of an amount Not-To-Exceed **\$260,000.00** for RCES engineering and construction support, including survey, submittal review and project inspection costs for the Replacement of Switch Station 60 at the Wastewater Treatment Plant project. This request also 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 the above-mentioned services for 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.

**Item 7I – World Drive North Phase III – RCES Soft Costs**

Mr. Herrick requested Board approval of an amount Not-To-Exceed **\$150,000.00** for RCES engineering and construction support, including survey, submittal review and project inspection costs for the World Drive North Phase III project. This request also 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 included in the approved project budget and is derived from the RCID 2016-2024 Transportation Ad Valorem Bonds. Mr. Herrick advised that this request is for costs associated with potable water, electricity and natural gas and to execute design. Mr. Herrick advised that he would come back to the BOS at a later date for requesting construction soft costs. 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 7J – Transportation Projects Capital Budgets Reallocation**

Mr. Classe requested Board approval to reallocate funds in the District's Transportation Capital Improvements Program as shown on the attached Exhibit F. Mr. Classe advised that periodically the team goes back and reconciles projects in order to shift money around for capital projects. This request is for a reallocation of all available savings to the World Drive North Phase III Project. As you can see from the chart, all projects have had savings, except for one. Mr. Classe advised that \$80 million is needed in funds for the World Drive North Phase III project. Ms. Blakeslee advised that the Osceola funds recently received are close to being fully allocated. 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 F)**

**Item 7K – World Drive North Phase III – Initial Project Budget**

Mr. Classe requested Board approval of a proposed initial budget for the World Drive North Phase III Extension Capital Improvement Project in the total amount of **\$97,000,000.00**. The project involves the construction of approximately 1.6 miles of four lane roadway; four lane vehicular bridge, approximately 100 feet in length; MSE retaining walls; three round-a-bouts; utility protection structure; the relocation of various underground utility conveyance systems, including potable and reclaimed water, wastewater, chilled water lines; electrical power, optical fiber facilities and natural gas piping; underground stormwater conveyance systems and associated structures; roadway lighting; directional and regulatory signing; pavement marking; and landscaping and landscape irrigation systems. Mr. Classe advised that this request is for the above-mentioned project which encompasses the area from Magic Kingdom's parking lot to a northern point near Polynesian Resort, Shades of Green to FS 3 at Maple Road. Mr. Classe advised that this section of roadway is one of the oldest within the District. The scope of work is to completely re-construct and re-align the roadway. Mr. Classe advised that right now, there are funds available in the amount of \$80M, but the price is \$97M. Mr. Classe advised that over the next year or so, during the design phase, the District will identify financing options for the shortfall. 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 G)**

**Item 7L – EPCOT Resorts Blvd, Bridge Replacement Phase II – Construction Services Agreement**

Mr. Jones requested Board approval to award a Lump-Sum Fixed-Price Agreement for Construction Services in the amount of **\$6,294,000.00** to the lowest responsive bidder, **Southland Construction, Inc.**, for construction of the EPCOT Resorts Blvd. Bridge Replacement Phase II project. This request also includes Board authorization for RCID's direct purchase of miscellaneous goods and ancillary professional services as necessary for the 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 included in the approved project budget and is derived from the RCID 2016-2024 Transportation Ad Valorem Bonds. Mr. Jones advised that this request is for the second phase of this project, with the first phase nearing completion. Mr. Jones advised that Southland Construction was the lowest bidder of four bids. Three bids were very close, with a fourth much higher than the other three. Mr. Jones advised that most contractors want to keep their people working, so they are coming in with lower bids. Mr. Jones advised that the anticipated final costs for Phase I and II are coming in at \$16M, as opposed to \$16.5M. Mr. Jones advised that logistically, traffic will be closed down in one direction, while maintaining one lane of traffic open on roadways at all times. 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 H)**

**Item 7M – Solar Purchase Power Agreement – FL Solar 10, LLC (Origis Energy) and RCID**

Mr. Crooks requested Board approval of the Solar Purchase Power Agreement (PPA) between **FL Solar 10, LLC (Origis Energy)** and RCID and authorization for the District Administrator to execute said PPA and all documents and attachments therein. The purpose of the PPA is to provide

75MW of Solar Energy to the District's customers for a twenty-year period beginning January 1, 2023. Mr. Crooks advised that this 75MW facility will be in Polk County. Mr. Crooks advised that this project represents a good savings to customers at a better price than our original Origis contract. Mr. Crooks advised that solar prices are down and this represents 14% of energy for customers. This project includes installation of 250,000 American-made solar panels. Mr. Crooks advised that this solar energy will be 25% cheaper than other solar contracts. Mr. Crooks advised that the normal timeframe for energy contracts is 20 years. Mr. Crooks advised that we have another contract with Origis which is located on property, but this new project will be located offsite in Polk County. 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 I)**

#### **Item 7N – World Drive North Phase II – Construction Services Agreement**

Mr. Jones requested Board approval to award a Lump-Sum Fixed-Price Agreement for Construction Services in the amount of **\$33,134,000.00** to the lowest responsive bidder, **Jr. Davis Construction Co., Inc.**, for construction of the World Drive North Phase II project. The limits of the project extend from the Car Care Center to just south of Seven Seas Drive. The scope of work generally includes re-constructing the roadway from 2 to 4 lanes, drainage improvements, a vehicular bridge, MSE retaining walls, utility relocations and other related roadway improvements. A portion of this agreement includes electrical system improvements not caused by the roadway project. Those improvements will be separately funded. This request also includes Board authorization for RCID's direct purchase of miscellaneous goods and ancillary professional services as necessary for the project. Staff also requests Board authorization for the District Administrator or Deputy District Administrator to execute change orders up to an aggregate amount of **5%** of the contract amount. Funding for this request is included in the approved project budget and is derived from the RCID 2016-2024 Transportation Projects Ad Valorem Bonds (**\$32,543,000.00**) and the RCID Series 2018-1 Utility Revenue Bonds (**\$591,000.00**). Mr. Jones advised that this request is for all construction related to extending one mile of two-lane roadway to four lanes from the Speedway Car Care Center to Typhoon Lagoon. Mr. Jones advised that RCES will fund the electrical portion of the project. Mr. Jones advised that five bidders were invited to bid and five bids were received. Mr. Jones advised that three of the bids were responsively close, with two not responsive and very high. The three bids received were from Southland Construction, Watson Civil and Jr. Davis. Mr. Jones advised that these three bids were within 1% of each other, with Jr. Davis being the lowest. 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 J)**

### **8. OTHER BUSINESS**


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

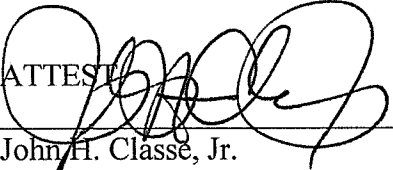
Mr. Classe advised that the next BOS meeting will take place on July 22<sup>nd</sup> at 9:30 a.m. and will be a virtual meeting.



Mr. Classe advised that today's Final Thought is from Jimmy Dean, American country music singer, actor, businessman, "*I can't change the direction of the wind, but I can adjust my sails to always reach my destination.*"

There being no further business to come before the Board, the meeting was adjourned at 10:40 a.m.

  
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Laurence C. Hames  
President, Board of Supervisors

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