

# MINUTES OF MEETING

## Board of Supervisors

### Reedy Creek Improvement District

*August 28, 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, August 28, 2019 at the Administrative Offices of the District, 1900 Hotel Plaza Boulevard, Lake Buena Vista, Florida.

Those present were President Larry Hames, Jane Adams, Max Brito, Don Greer and Wayne Schoolfield, 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, and Erin O'Donnell, Administration; Bruce Jones, Craig Sandt, Joel Falcon, Dana Keller, 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; Jerry Wooldridge and Jonathan Cantwell, Bldg. & Safety; Chief Richard LePere, Deputy Chief Eric Ferrari, Deputy Chief Keith Cartwright, Roger Smith, Wendy Moldthan, Patrick Poster, Deputy Chief Joel Edwards, Christine Santiago, and James Fox, RCFD; Jason Herrick, Chris Ferraro and Mark Swanson, RCES; Steven Miller, WDP&R; Marty Pawlikowski, WDI; Margaret Lezcano, UBS; Shane Cox, Southern Development; Debra Fox, (spouse of James Fox); Rick Spence-Fire Chaplain; and Ed Milgrim, The Law Office of Edward G. Milgrim.

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 September 10<sup>th</sup> is to be recognized as National Suicide Prevention Day. Suicide is the 10<sup>th</sup> leading cause of death with 123 suicides per day. Mr. Fernandez advised that on September 13<sup>th</sup>, RCID employees will be able to participate in a Mental Health Safety Workshop to be held in the RCID Boardroom. Mr. Fernandez advised that a hurricane may either hit or be a close call for Florida this weekend and encouraged everyone to be alert and safe.

## APPROVAL OF MINUTES

Minutes from the July 24, 2019 BOS Meeting were approved and accepted as presented.

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

## REPORTS

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

Mr. Classe advised that Lieutenant Jim Fox will be retiring on September 25<sup>th</sup> and asked Chief LePere to introduce Lt. Fox and say a few words. Chief LePere advised that Lt. Fox is retiring after a 30-year career with RCFD. Chief LePere advised that Lt. Fox is known as the Colonel and is stationed at FS2 on C-Shift. Chief LePere advised that Lt. Fox runs a tight ship and emulates what officers should do. Chief LePere advised that Lt. Fox is dedicated and keeps his crew safe and trained. Lt. Fox uses calls as learning tools and tries to prevent incidents from happening again. Chief LePere advised that Lt. Fox is a great employee and a great guy and he will truly miss him. Lt. Fox said a few words. Lt. Fox advised that at the end of September 2019, he will have served 30 years at the RCFD. He actually began his 37-year career at St. Cloud, but then his wife, Debra, who worked for Disney, advised him that the RCFD was hiring. Lt. Fox said he took a leap of faith, went through assessment and was offered the position. Lt. Fox advised that he has had an incredible and rewarding career over the past 30 years and feels like he won the jackpot lottery of jobs when he was hired by the RCFD. Lt. Fox thanked the RCFD family, Chief LePere, Deputy Chief Ferrari, District Administration, Human Resources and others for the privilege and pleasure of serving the RCFD and WDP&R. President Hames and Mr. Classe then presented Lt. Fox with a plaque in honor of his 30 years of service to the District.

Ms. Blakeslee reported that RCID's Employee Engagement Committee had completed its Back-to-School Drive for school supplies and delivered all materials to "A Gift for Teaching", for distribution in Osceola and Orange Counties. Ms. Blakeslee advised that there are opportunities available for employees to volunteer for work in getting these supplies sorted and distributed appropriately.

Ms. Blakeslee advised that a budget workshop will be held at the end of the BOS meeting today and Ms. Higginbotham will be presenting.

## **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 – Project H Natural Gas Service – Construction Services**

CONSIDERATION of Request for Board approval to execute a Change Order to the Construction Services Agreement with **SabCon Underground LLC**, in the amount of **\$24,017.20** for construction of the new natural gas service to Project H. 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 2015-1 Utility Revenue Bonds (Non-Taxable). In addition, this project will receive customer Cost-in-Aid-of-Construction (CIAC) funds. **(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 additional signage 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 – World Drive North Extension Project – Construction Services Agreement**

CONSIDERATION of Request for Board approval to award a Lump-Sum Fixed-Price Agreement for construction services in the amount of **\$7,084.00**, to **Cloverleaf Corporation**, for the installation of Qwick Kurb on the World Drive North Extension 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 2016-2020 Transportation Projects Ad Valorem Bonds.

### **Item 6D – World Drive North Extension Project – Work Authorization**

CONSIDERATION of Request for Board approval to execute a Work Authorization under the existing Master Agreement with **Flash-Rite, Inc.** for construction services in the amount of **\$1,631.00**, for the maintenance of traffic devices supporting the Qwick Kurb installation on the World Drive North Extension 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 2016-2020 Transportation Projects Ad Valorem Bonds.

**Item 6E** – CONSIDERATION of Appointment of Tom Biggs to the Planning Board for a three-year term to expire July 2022 to replace Lori Sheehan.

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 – Resolution No. 608 – RCID 457(b) and 401(a) Deferred Compensation Plans**

Mr. Chris Quinn requested Board approval of **Resolution No. 608** to establish a Plan Committee to monitor the operations of the Reedy Creek Improvement District (RCID) 457(b) and 401(a) Deferred Compensation Plans and to coordinate and/or supervise various service providers of the Plans. Mr. Quinn advised that this request is to establish a working committee to make decisions based on fiduciary responsibility to employees and address related personal liability of the committee members. This committee will include the positions of Deputy District Administrator, Finance Manager and Human Resources Manager. This Resolution will provide indemnity to the Plan Committee for its oversight of the 457(b) and 401(a) Plans. 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 – Project H Electric Service – Budget Revision**

Mr. Herrick requested Board approval to revise the budget for the Project H Electric Service project by reducing approved funding in the construction line item and adding funds to the Owner-Furnished Material (OFM) line item. The total preliminary budget amount will remain unchanged. Mr. Herrick advised that this request is actually two requests. This is for electric service to Project H, working with Walt Disney Imagineering to relocate switches and add additional cable. 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 – Project H Electric Service – Owner-Furnished Material (OFM)**

Mr. Herrick requested Board approval of Owner-Furnished Material (OFM) in the amount of **\$70,000.00** for the Project H Electric Service project. Funding for this request is derived from the RCID Series 2015-1 Utility Revenue Bonds (Non-Taxable). In addition, this project will receive CIAC funds. Mr. Herrick advised that this request is for additional cable required for this project. 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 7D – Wastewater Treatment Plant (WWTP) Switch Station 60 Replacement – Work Authorization**

Mr. Herrick requested Board approval to execute a Work Authorization under Master Services Agreement #M000126 to **Fred Wilson & Associates, Inc.**, in the total amount of **\$105,464.00** in professional fees for design services associated with the WWTP Switch Station 60 Replacement project. Funding for this request is derived from the RCID Series 2018-1 Utility Revenue Bonds (Taxable). Mr. Herrick advised that this request is to replace six live front switches and to eliminate

six switches. Mr. Herrick advised that Fred Wilson & Associates, Inc., would be performing planning and modeling related to this project. 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 7E – Wastewater Treatment Plant (WWTP) Switch Station 60 Replacement – RCES Soft Costs**

Mr. Herrick requested Board approval of an amount Not-To-Exceed **\$40,000.00** for RCES engineering and construction support, including survey, submittal review and project inspection costs for the WWTP Switch Station 60 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 2018-1 Utility Revenue Bonds (Taxable). Mr. Herrick advised that this request is for soft costs to get through the design phase, but will come back later for additional funds. 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 7F – Studio North Central Energy Plant (SNCEP) Motor Control Center (MCC) Replacements – Initial Budget**

Mr. Herrick requested Board approval to establish an initial budget of **\$2,260,000.00** for the SNCEP MCC Replacements project. Funding for this request is derived from the RCID Series 2018-2 Utility Revenue Bonds (Taxable). Mr. Herrick advised that this request is for the North CEP. Mr. Herrick advised that the original plant was constructed in 1987 at Hollywood Studios and consisted of four control centers. Mr. Herrick advised that two of these failed last year and an emergency repair was completed. Mr. Herrick advised that the design phase will create redundancy so there won't be as big an impact should there be another failure. 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 – SNCEP MCC Replacements – Construction Services**

Mr. Herrick requested Board approval to award a contract to **Carter Electric, Inc.**, in the amount of **\$1,116,625.00** for construction of the SNCEP MCC Replacements 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 Carter Electric, Inc. was the lowest bidder of two bids received. One firm did not submit a bid. Mr. Herrick advised that Carter's bid was \$50,000.00 below the bid received from Maddox Electric. 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 7H – SNCEP MCC Replacements – Owner-Furnished Material (OFM)**

Mr. Herrick requested Board approval of Owner-Furnished Material (OFM) in the amount of **\$700,000.00** for the SNCEP MCC Replacements project. Funding for this request is derived from the RCID Series 2018-2 Utility Revenue Bonds (Taxable). Mr. Herrick advised that this request

covers switchboards and starters. If approved, Mr. Herrick advised that work should start in October and it will take approximately six months to execute as there is significant coordination involved. 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 7I – SNCEP MCC Replacements – RCES Soft Costs**

Mr. Herrick requested Board approval of an amount Not-To-Exceed **\$240,000.00** for RCES engineering and construction support, including survey, submittal review and project inspection costs for the SNCEP MCC Replacements 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). 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 D)**

**Item 7J – Contemporary Chiller Plant Electric Service to New Booster Pumps – Work Authorization**

Mr. Herrick requested Board approval to execute a Work Authorization under Master Services Agreement #M000126 to **Fred Wilson & Associates, Inc.**, in the total amount of **\$64,793.00** in professional fees for design services associated with the Contemporary Chiller Plant Electric Service to New Booster Pumps project. Funding for this request is derived from the RCID Series 2018-2 Utility Revenue Bonds (Taxable). Mr. Herrick advised that this request is for a new project and will include new booster pumps at the Contemporary Hotel Chilled Water Plant. 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 7K – Contemporary Chiller Plant Electric Service to New Booster Pumps –RCES Soft Costs**

Mr. Herrick requested Board approval of an amount Not-To-Exceed **\$40,000.00** for RCES engineering and construction support, including survey, submittal review and project inspection costs for the Contemporary Chiller Plant Electric Service to New Booster Pumps 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 derived from the RCID Series 2018-2 Utility Revenue Bonds (Taxable). 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 7L – Transportation Projects Capital Budget Reallocation**

Mr. Classe requested Board approval to reallocate the individual project budgets included in the District's Transportation Projects and to specifically approve the following actions:

1. Accommodate insignificant cost allocations between various projects.

2. Create a new project, EPCOT Resorts Blvd. Bridge Replacement and Roadway Rehabilitation Project, with an initial budget of **\$16,500,000.00**.
3. Ratify three existing professional services agreements and change orders associated with the EPCOT Resorts Blvd. Bridge Replacement and Roadway Rehabilitation Project:
  - a) **TLP** – Total amount of **\$281,370.00**
  - b) **Kissinger Campo** – Total amount of **\$60,024.00**
  - c) **Jordan and Associates Consulting, Inc.** – Total amount of **\$173,315.00**
4. Create a new project, Flamingo Crossings Blvd. Pedestrian Bridges Project with an initial budget of **\$10,000,000.00**. (EXHIBIT E)

Funding for this request is derived from the RCID 2016-2020 Transportation Projects Ad Valorem Bonds. Mr. Classe advised that this request is to re-allocate costs for existing projects as well as to establish two new projects from the Ad Valorem Bonds. Mr. Classe advised that the EPCOT Resorts Blvd. Bridge Replacement is for the Yacht & Beach Club and the Swan and Dolphin area. The original bridge was built in 1989. Mr. Classe advised that three projects started on the Operations side, but have since moved to the Capital side. 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 7M – EPCOT Resorts Blvd. Bridge Replacement Phase I – Construction Services Agreement**

Mr. Jones requested Board approval to award a Lump-Sum Fixed-Price Agreement for construction services in the amount of **\$5,201,861.00**, to **Superior Construction, Inc.**, for the construction of the EPCOT Resorts Blvd. Bridge Replacement 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 included in the approved project budget and is derived from the RCID 2016-2020 Transportation Projects Ad Valorem Bonds. Mr. Jones advised that this request is the lowest bid of four bids. Mr. Jones advised that this bridge is the first bridge adjacent to the water bridge and is needed due to water rise in the drainage canal from EPCOT. Mr. Jones advised that the second bridge for the Swan & Dolphin will be completed after the first bridge. 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 7N – EPCOT Resorts Blvd. Bridge Replacement Phase I – Professional Services Agreement**

Mr. Jones requested Board approval to enter into an Agreement for Professional Services with **Conzor Engineers, LLC**, in the Not-To-Exceed total amount of **\$263,202.00**, for construction engineering and inspection services in support of the EPCOT Resorts Blvd. Bridge Replacement project. The total amount includes **\$253,202.00** in fees and **\$10,000.00** of reimbursables. 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 2016-2020

Transportation Projects Ad Valorem Bonds. Mr. Jones advised that this request is the lowest bid for this project and that we have worked with Consor Engineers, LLC in the past. Two other bids were received from HNTB and AE Engineering. 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 7O – EPCOT Resorts Blvd. Bridge Replacement and Roadway Reconstruction Project – Professional Services Agreement**

Ms. Kolbo requested Board approval to award a Not-To-Exceed Agreement for Professional Services to **TLP, Inc.**, in the total amount of **\$234,158.00**, comprised of **\$233,408.00** in fees and **\$750.00** in reimbursable expenses. The scope of this contract includes design of utility relocation, roadway reconstruction and modification plans (drainage, signing, paving and pavement marking and lighting), and MOT phasing plans with temporary paving design; and post design services for the items detailed above associated with the west vehicular bridge replacement project. Funding for this request is included in the approved project budget and is derived from the RCID 2016-2020 Transportation Projects Ad Valorem Bonds. Ms. Kolbo advised that this request is for the west vehicular bridge. Ms. Kolbo advised that traffic would need to be maintained during periods of having to use only one lane for traffic during construction. Ms. Kolbo advised that construction will start towards the end of October and will take approximately seven 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 7P – World Drive-Osceola Parkway Interchange (NE Quadrant) – Construction Services Agreement**

Mr. Jones requested Board approval to award a Lump-Sum Fixed-Price Agreement for construction services in the amount of **\$2,108,500.00**, to **Southland Construction, Inc.**, for the World Drive–Osceola Parkway Interchange (NE Quadrant) 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 2016-2020 Transportation Projects Ad Valorem Bonds. 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 7Q – Osceola Parkway and Victory Way Interchange Project – Amendment of Professional Services Agreement**

Mr. Jones requested Board approval to amend the Agreement for Professional Services between RCID and **Jordan and Associates Consulting, Inc.**, and add the total amount of **\$209,875.00** for additional construction management services supporting the Osceola Parkway and Victory Way Interchange project. The total amount includes **\$196,144.58** in fees and **\$13,730.42** of reimbursables. Funding for this request is included in the approved project budget and is derived from the RCID 2016-2020 Transportation Projects Ad Valorem Bonds. Mr. Jones advised that this request covers a four-month extension of contract for completion of 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 7R – Osceola Parkway and Victory Way Interchange Project – Amendment of Professional Services Agreement**

Mr. Jones requested Board approval to amend the Agreement for Professional Services between RCID and **Conzor Engineers, LLC**, and add the total amount of **\$214,150.00**, for additional construction, engineering and inspection services (CEI) supporting the Osceola Parkway and Victory Way Interchange project. The total amount includes **\$203,350.00** in fees and **\$10,800.00** of reimbursables. Funding for this request is included in the approved project budget and is derived from the RCID 2016-2020 Transportation Projects Ad Valorem Bonds. Mr. Jones advised that this request covers a four-month extension of the contract with Consor Engineers, LLC (formerly IEI) for CEI services for this project. 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 7S – Osceola Parkway at World Drive, Osceola Parkway at Victory Way and World Drive North Area Development – Amendment of Professional Services Agreement**

Mr. Jones requested Board approval to amend the Agreement for Professional Services between RCID and **Atkins North America, Inc.**, and add the total amount of **\$102,652.00**, for additional design services supporting the Osceola Parkway at World Drive, Osceola Parkway at Victory Way and World Drive North Area Development project. Of the total amount, **\$47,237.78** is allocable to the World Drive North Extension project and **\$55,414.22** is allocable to the Osceola Parkway and Victory Way project. Funding for this request is included in the approved project budget and is derived from the RCID 2016-2020 Transportation Projects Ad Valorem Bonds. Mr. Jones advised that this request is to compensate consultant on design services related to a new berm in the northeast quadrant of the World Drive interchange and the tree relocation at World Drive North. 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 G)**

**Item 7T – World Drive North Phase 2 Regional Stormwater Pond – Construction Services**

Mr. Jones requested Board approval to award a Lump-Sum Fixed-Price Agreement for construction services in the amount of **\$9,609,920.00** to **Southland Construction, Inc.**, for the regional stormwater pond associated with the World Drive Phase 2 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 budget and is derived from the RCID 2016-2020 Transportation Projects Ad Valorem Bonds. Mr. Jones advised that this request is for the lowest bid received from five bidders which included Southland, Hubbard Construction, Watson Construction, Jr. Davis Construction and Southern Development. Mr. Jones advised that this request covers a 21-acre pond site near the old Speedway Gas Station at Magic Kingdom. This project encompasses a ½ mile large box culvert. 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)**

**Item 7U – Flamingo Crossings Pedestrian Bridge Project – Professional Services**

Mr. Jones requested Board approval to award a Not-To-Exceed Agreement for Professional Services to **HHCP Architects, Inc.**, in the total amount of **\$315,000.00**, comprised of **\$305,490.00** in fees and **\$9,510.00** in reimbursable expenses. The scope of services includes architectural design and structural, mechanical, electrical and civil engineering designs and area development design for two pedestrian bridge projects. 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 2016-2020 Transportation Projects Ad Valorem Bonds. Mr. Jones advised that this request is for conceptual preparation of design development for the two pedestrian bridges; one over Western Way and one over Flamingo Crossings Blvd. 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 7V – Flamingo Crossings Pedestrian Bridge Project – RCID Soft Costs**

Mr. Jones requested Board approval of an amount Not-To-Exceed **\$630,000.00** for RCID construction management support for the Pedestrian Bridge project. This request includes Board authorization for RCID'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 2016-2020 Transportation Projects Ad Valorem Bonds. 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 I)**

President Hames then called a Public Hearing to order at 10:39 a.m. for the purpose of adopting and enacting the 2018 Editions of the EPCOT Building Codes. Mr. Jerry Wooldridge requested Board approval and adoption of **Resolution No. 607** of the Reedy Creek Improvement District to adopt the 2018 Editions of the 2018 EPCOT Accessibility Code for Building Construction; 2018 EPCOT Building Code; 2018 EPCOT Electrical Code; 2018 EPCOT Energy; Efficiency Code for Building Construction; 2018 EPCOT Fire Prevention Code; 2018 EPCOT Fuel Gas Code; 2018 EPCOT Mechanical Code; and 2018 EPCOT Plumbing Code and to provide an effective date. Mr. Wooldridge advised that only one minor change has been made to these proposed codes provided at the July 24<sup>th</sup> BOS meeting and that is to change the effective date to October 1, 2019 instead of September 1, 2019. 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. President Hames then closed the Public Hearing at 10:40 a.m. **(EXHIBIT J)**

**RESOLUTION NO. 607**

**WHEREAS**, it is the intent of the Reedy Creek Improvement District to promote the development of sound building construction and a safe environment for the public throughout the District; and

**WHEREAS**, it is essential to regularly update those codes and standards that are necessary to regulate the quality of materials and system for all building and structures within the District, including their design, construction, occupancy, location, and maintenance; and

**WHEREAS**, the District has determined that the herein described editions of the EPCOT Codes have been so updated and will provide for and assure the safety, health, and general welfare of the District's inhabitants, visitors, and premises;

**NOW, THEREFORE BE IT RESOLVED** by the Board of Supervisors of the Reedy Creek Improvement District assembled in regular session this 28th day of August 2019, that the following codes are adopted for all areas of the District;

- A. 2018 EPCOT Accessibility Code for Building Construction
- B. 2018 EPCOT Building Code
- C. 2018 EPCOT Electrical Code
- D. 2018 EPCOT Energy Efficiency Code for Building Construction
- E. 2018 EPCOT Fire Prevention Code
- F. 2018 EPCOT Fuel Gas Code
- G. 2018 EPCOT Mechanical Code
- H. 2018 EPCOT Plumbing Code

**BE IT FURTHER RESOLVED** that the aforesaid codes shall supersede all previously adopted, Building, Electrical, Fire Prevention, Gas, Plumbing, and Mechanical Codes; and all state, county, and municipal ordinances, resolutions, charters, and special and general laws, or any part of any such ordinance, resolution, charter, or special or general laws except provisions which Chapter 67-764, Special Acts of 1967, specifically provides; shall remain applicable to the Reedy Creek Improvement District.

**ADOPTED** this 28th day of August 2019. To become effective September 1, 2019.

Laurence C. Hames, President  
Board of Supervisors

ATTEST:

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

Mr. Quinn then presented a brief overview of the Utility Bond status. Mr. Quinn advised that the 2015-1 Utility Bond funds are exhausted. Mr. Quinn advised that the 2018-1 and 2018-2 Utility Bonds have approximately another year before being exhausted. Mr. Quinn advised that approximately \$20M of bond funds remain, and are available for projects over the next 6-8 months. Mr. Quinn advised that additional bond funds will be requested for future projects during mid-year of FY 2020.

## 8. BUDGET WORKSHOP

Ms. Susan Higginbotham gave an update on the proposed operating budget and millage for FY2020. Ms. Higginbotham reported that FY2019 actual revenues are projected to show an increase over the FY19 budgeted revenues. The FY2019 revenues include an increase of \$2.2M in actual revenues with an increase in interest income, permits and fees and Osceola Parkway; FY 2020 assessed values are at \$12.6B, up 6.7%. FY2020 budgeted revenues will increase by \$8.9M for a total of \$159M. Ms. Higginbotham reported that there will be a .88% overall millage rate decrease to 12.2908 mills. Ms. Higginbotham reported that the General Operating millage rate will increase from 6.919 mills to 7.3231 mills and that Debt Service millage will decrease from 5.4806 mills to 4.9677 mills. Ms. Higginbotham advised that RCID tax revenue, as a result of assessed value times millage rate, will equal \$148M, an increase of \$8.3M. For Expenditures, Ms. Higginbotham advised that Labor includes four new positions; with annual merit and contractual increases of 4% to 4.7%. Other Expenses are under budget in FY19 and include bridges and paving for EPCOT Resorts Blvd. which was moved into Bond Funding; Roadway planned work total budget of \$7.1M; Paving \$3.1M; Victory Way; Roadway street light Led replacement, Phase II \$2.3M; Other Roadway work and Fiber \$1.7M; Building Planned Work Program total budget \$2.5M for FY20; Admin. Bldg. lighting and bathroom rehab all floors; upgrade radio equipment, crews quarters bathroom rehabs in FS3 and FS4, AC upgrades, Environmental Sciences PH1 rehab rolled over, begin PH11. Ms. Higginbotham advised that Capital Outlay includes Information Technology projects rollover in the amount of \$1.2M; Public Radio and Communication System upgrades \$1.3M; Rescue equipment \$1.4M; Replacement of Engine 21 and a heavy rescue squad truck as well as two remounts of ambulances; and Debt Service shows no change in FY20, remaining at \$61.5M. Ms. Blakeslee advised that there have been Property Appraiser settlements totaling \$3.8M, which include the Four Seasons and the Dolphin. There are still pending lawsuits against Orange County's Tax Assessor due to assessed valuations. WDP&R is paying 100% of their taxes due to RCID. We will continue to keep track of exposure and look at reserves in fund balance. Ms. Higginbotham advised that the tentative budget hearing is September 11<sup>th</sup>, 5:05 p.m. to set tentative millage rate and budget and final budget hearing is September 25<sup>th</sup>, after 5:05 p.m. to set final millage rate and budget. There is no action needed by the BOS at today's meeting. **(EXHIBIT K)**

Mr. Mark Swanson addressed the Utility budget for 2020. Mr. Swanson advised that FY20's utility costs are \$2.6M or -1.4% lower than the FY19 plan costs due to lower natural gas prices and hedging plan in place as well as solar power; Debt service is decreasing due to debt being paid off; mid-year rate reduction of \$3.3M; FY20 electric rates are reducing by 2.6% compared to FY19 budgeted rates; natural gas rates are increasing 4.5% compared to FY19 budgeted rates; water and sewer combined rates are reducing by 5.0% compared to FY19 rates; solid waste rates are increasing by 0,1% compared to FY19 rates. Mr. Swanson advised that at next month's September 11<sup>th</sup> BOS Meeting, there will be a work session related to costs and budget. Mr. Swanson advised that at the September 25<sup>th</sup> BOS meeting, a presentation will be submitted with a proposal for the rate changes noted above. Mr. Swanson advised that no Board action is required at today's meeting. **(EXHIBIT L)**

**8. OTHER BUSINESS**

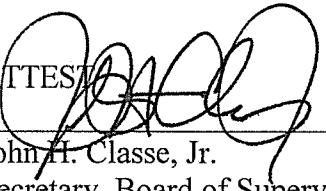
President Hames asked if there was any further business to discuss.


Mr. Classe advised that the next BOS Meeting will take place on September 11<sup>th</sup> at 5:05 p.m.

Mr. Classe then presented the Final Thought from President John F. Kennedy, "As we express our gratitude, we must never forget that the highest appreciation is not to utter words, but to live by them."

There being no further business to come before the Board, the meeting was adjourned at 11:05 a.m.

ATTEST

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

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