

MINUTES OF MEETING

Board of Supervisors

Reedy Creek Improvement District

October 21, 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, October 21, 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, Don Greer, Wayne Schoolfield and Larry Hames, 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; Kerry Satterwhite and Craig Sandt, Facilities; Eddie Fernandez, Human Resources; Ron Zupa, Technology Services; Chris Quinn, Finance. Those participating via teleconference were: Bruce Jones, Procurement; Eryka Washington and Erin O'Donnell, Communications; Lexy Wollstadt and Heidi Powell, Finance; Chris Ferraro, Mark Swanson, Anthony Kasper and Jason Herrick, RCES; Kate Kolbo, Planning & Engineering; Jerry Wooldridge, Building & Safety; Yenni Hernandez, Technology Services; Jason Middleton, Human Resources; Mike Crikis, Environmental Sciences; 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. Fernandez advised that this month's safety tip covers safety concerns that have been with us since the dawn of time; watch before crossing the road; don't run with scissors; and so forth. For the year 2020, some new safety tips are; beware of social media; don't chat online with strangers; wear masks; wash hands frequently; remain physically distant. Mr. Fernandez advised that complacency with safety can make us unsafe. Mr. Fernandez quoted J.R.R. Tolkien, English writer, poet, philologist, and academic, "It's a dangerous business, Frodo, going out your door. You step onto the road, and if you don't keep your feet, there's no knowing where you might be swept off to." Mr. Fernandez also advised that with Veterans Day coming up on November 11th, he would like to thank all of our veterans for their sacrifices to keep us safe.

APPROVAL OF MINUTES

Minutes from the September 23, 2020 BOS Meeting were approved and accepted as presented.

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

REPORTS

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

Mr. Classe advised that the District continues to practice safety protocols related to COVID-19. Mr. Classe advised that our modified stay-at-home procedures will remain in place for the near future. Mr. Classe advised that Governor DeSantis has extended his Order allowing virtual meetings to continue until the end of October. Mr. Classe advised the Board that once we know if the November 18th BOS meeting will be virtual or in-person, we will advise the Board..

Mr. Classe advised that a few weeks ago, a Relay for Life golf event was held. There were three teams who participated from RCID and one of our teams actually won the tournament. This was a fun event and was held to support a very worthwhile cause.

Mr. Classe advised that even though we have passed the date of September 11th, Patriot's Day, he wanted to recognize some of our taxpayers from the Swan and Dolphin Resort, the Boathouse from Disney Springs and the Four Seasons Hotel and Resort. These folks provided a delicious lunch to our first responders and we just want to say a big thank you to all of them.

Ms. Blakeslee advised that despite everything going on right now, our employees are still involved in several community-related activities. One of these is a Back-to-School Drive. RCID employees donated either monetarily or brought in numerous boxes of school supplies for the organization "A Gift for Teaching."

Ms. Blakeslee advised that RCID employees are also donating monetarily to our Change for Change program. For this quarter, donations benefitted the Central Florida Children's Home. A total of \$295.00 was donated as RCID matches employee donations.

Ms. Blakeslee advised that 29 RCID employees celebrated their 5-year anniversary at a breakfast celebration held at the Wyndham Lake Buena Vista Hotel on September 24th. As you can see, John Classe was one of those recognized for his 5 years of service. If you are on Linked-In, you will be able to see photos posted to RCID's page of all the activities held throughout the year.

Ms. Chris Ferraro presented the Semi-Annual Electric Reliability Compliance Program Report for period April 1, 2020 through September 30, 2020. 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. All reliability standard requirements and required compliance tasks were completed without exceptions. Status of the

2017-2020 UFLS Relay testing and maintenance schedule was reviewed and all tests scheduled for CY2020 were completed by June 24, 2020. The annual self-audit of all applicable 2019 NERC Standards was completed on September 9, 2020. There were no findings of non-compliance or possible violations. The Electric Reliability Compliance Program (ERCP) document semi-annual review was conducted on July 7, 2020. No updates to Revision 17 (approved by the Executive Compliance Committee (ECC) on July 2, 2019) were recommended.

Ms. Ferraro advised that the NERC Compliance Specialized Training CBT was updated in January 2020. During January's meeting, the RCES NERC Compliance Committee reviewed the CBT as a group. Integration of the training and delivery to appropriate RCES Cast Members is pending return of key staff members from furlough.

On July 8th, NERC issued a Level 2 NERC Alert with recommendations to industry to gather extent-of-condition information in order to better estimate the risk of installed 69kV (low side voltage) and higher rated bulk power system (BPS) electric equipment manufactured or supplied by persons owned by, controlled by, or subject to the jurisdiction or direction of the People's Republic of China or the Russian Federation. After careful review of our equipment, it was determined that RCID does not own any affected assets. A response to the alert was submitted on July 20, 2020.

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 – District-Wide Dynamic Message Signage – Design Services

CONSIDERATION of Request for Board approval to award a Professional Services Agreement to **Clear Engineering, LLC**, in the total Not-To-Exceed amount of **\$17,830.00**, comprised of **\$17,630.00** in fees and **\$200.00** in reimbursable expenses for electrical design services in support of Dynamic Message Signage to be installed at ten (10) locations throughout RCID property. Funding for this request is included in the approved project budget and is derived from the RCID 2016-2024 Transportation Projects Ad Valorem Bonds. **(EXHIBIT A)**

Item 6B – World Drive North Regional Stormwater Facility – Amendment of Professional Services Agreement

CONSIDERATION of Request for Board approval to amend the Agreement for Professional Services between RCID and **Atkins North America, Inc.**, and add to the Not-To-Exceed fee the total amount of **\$22,548.00** for additional construction inspection and engineering services in support of the World Drive North Regional Stormwater Facility project. Funding for this request is included in the approved project budget and is derived from the RCID 2016-2024 Transportation Projects Ad Valorem Bonds.

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 – Potable Water Well Rehabilitation Program – Work Authorization

Mr. Herrick requested Board approval to execute a Work Authorization under Master Services Agreement #M000157 to **Carollo Engineers, Inc.**, in the total amount of **\$79,472.87** for work associated with the Potable Water Well Rehabilitation Program including data collection and review, development of a condition assessment plan, supporting implementation of field condition assessment of initial wells, recommendations, and program development. Funding for this request will be derived from the RCID Series 2018-1 Utility Revenue Bonds (Non-Taxable). Mr. Herrick advised that he only has three items today. Mr. Herrick advised that due to the age of these wells, 50 years old, we are systematically prioritizing replacement of equipment and inspecting below the surface. Mr. Herrick advised that there is no issue with water quality. The replacement is purely structural. 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 7B – Potable Water Well Rehabilitation Program – 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 Potable Water Well Rehabilitation Program. 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 will be derived from the RCID Series 2018-1 Utility Revenue Bonds (Non-Taxable). Mr. Herrick advised that this request is just for RCES soft costs. 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 – New Perimeter Canal Bridge – Amendment of Professional Services Agreement

Mr. Herrick requested Board approval to amend the existing Professional Services Agreement between RCID and **DRMP, Inc.**, in the amount of **\$89,196.00** for additional design services, bidding phase services and construction phase services for the relocation of an existing 48" re-use water line associated with the New Perimeter Canal Bridge 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 will be derived from the RCID Series 2018-1 Utility Revenue Bonds (Non-Taxable). Mr. Herrick advised that this request is for services involved in relocating a 48" reclaimed water main in direct conflict with a proposed maintenance access bridge site in the northern portion of the District. This was discovered during the preliminary design phase for the bridge. So, this water main has to be relocated and this request covers the design services related to this project. This work was delayed a few months due to COVID. All records had indicated a different location, approximately 12 feet

away, but after further review, the water main was found too close to the bridge. Reclaimed water is a critical piece of infrastructure. Mr. Herrick advised that the length of this water main is two miles, but we'll only be relocating 150 feet of line. Mr. Herrick advised that he will come back to the BOS at a future date with a construction contract. 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 7D – Osceola Parkway and World Drive Interchange NE Quadrant – Area Development Reimbursement Agreement

Mr. Jones requested Board approval of an Area Development Reimbursement Agreement (Osceola Parkway and World Drive Interchange NE Quadrant Area Development Installation) between the **Reedy Creek Improvement District (District)** and **Walt Disney Parks and Resorts U.S., Inc. (WDP&R)**. The District agrees to contract for and manage the installation of area development along the eastern edge of the Osceola Parkway and World Drive Interchange NE Quadrant project and WDP&R agrees to pay for the installation of such area development, including reimbursement to the District for employee services in managing the area development installation. Staff requests Board authorization for the District Administrator or Deputy District Administrator to execute the Area Development Reimbursement Agreement and to execute any contracts or other documents required for the installation of such area development upon contractual terms and conditions approved by counsel for the District. Mr. Jones advised that this request will allow RCID to install landscaping in the amount of \$1.4M for WDP&R. This work is for improvements along the NE ramp from Osceola Parkway, northbound on World Drive Interchange. This work will serve as a landscaping berm to block the view to back of house at Hollywood Studios. Mr. Jones advised that work will start next week and be substantially complete by end of February 2021. 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 B)

Item 7E – Flamingo Crossings Pedestrian Bridge – Amendment of Professional Services Agreement

Mr. Classe requested Board approval to amend the existing Professional Services Agreement between RCID and **HHCP** in the Not-To-Exceed amount of **\$110,045.00** for additional design services associated with Bridge No. 2 across Hartzog Road. Funding for this request is included in the approved project budget and is derived from the RCID 2016-2024 Transportation Projects Ad Valorem Bonds. Mr. Classe advised that the pedestrian bridge is across Hartzog Road (RCID jurisdiction) but the two towers are on private land and in Orange County jurisdiction. WDP&R has been negotiating with the private landowners on the land transfer to RCID for the tower sites. RCID completed the design work. Unfortunately, negotiations have fallen apart with the third party. So, bridge location will be relocated further north. At the new location, the towers will be on WDP&R property (to be transferred to RCID) and located within RCID jurisdiction. The new bridge location will require design changes by HHCP. Mr. Classe advised that the bridge span will be longer, but there is enough in contingency to stay within the budget. Mr. Classe advised that the bid package is anticipated to be released in the spring of 2021. 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)**

8. OTHER BUSINESS

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

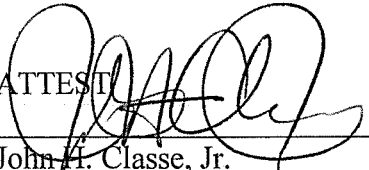
Mr. Classe advised that he did have one additional item for consideration of approval. Mr. Classe advised that earlier this week, he was contacted by the W192 Development Authority to see who would be representing RCID on their Board for the next four years. Mr. Classe advised that there are seven seats on this Board and RCID is allowed to appoint one person to the Board. Mr. Classe advised that he was previously appointed by the BOS in October of 2016 to serve for four years and would be happy to serve again should the RCID BOS approve his appointment. 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 Mr. Classe's appointment to the W192 Development Authority Board for four more years.

Mr. Classe advised that the next BOS meeting will take place on November 18th at 9:30 a.m.


Mr. Classe advised that today's Final Thought is from Vince Lombardi, coach, "*The only place success comes before work is in the dictionary.*"

There being no further business to come before the Board, the meeting was adjourned at 10:07 a.m.

ATTEST



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



Laurence C. Hames
President, Board of Supervisors