

MINUTES OF MEETING

Board of Supervisors

Reedy Creek Improvement District

October 26, 2022

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 26, 2022, at the Administrative Offices of the District, 1900 Hotel Plaza Boulevard, Lake Buena Vista, Florida.

Those present were Larry Hames, Jane Adams, Don Greer, and Leila Jammal, constituting a quorum of the Board of Supervisors. Others in attendance included; John Classe, District Administrator; Tina Graham, District Clerk; Tracy Borden, Assistant Clerk; and Ryan Conrad, Administration; Chris Quinn, Susan Higginbotham and Heidi Powell, Finance; Ron Zupa, Technology Services; Kerry Satterwhite, Facilities; Eric Ferrari, Scott Underwood, Brian Gleeson, Doug O'Neil, Clyde Benejam, Scott Adams, and David Green, RCFD; Lisa and Seth Green; family of David Green, Ed Milgrim and Ilana Perras, Milgrim Law Group; Katherine Luetzow, Planning & Engineering; Chris Ferraro and Anthony Kasper, RCES; Jason Middleton and Eddie Fernandez, Human Resources; and Richard Bilbao, Orlando Business Journal. Those participating via teleconference were: Mike Crikis, Jeff Holland, Wendy Duncan, Environmental Sciences; and Yenni Hernandez, Technology Services.

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 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. Mr. Fernandez advised that a first-aid kit is located at the Security Guard's desk right outside the Boardroom. Mr. Fernandez advised that this month's safety topic is related to safety awareness. With the upcoming holiday season, be aware of your surrounding while out shopping, online scams, burglaries, decoration setup and driving. Mr. Fernandez quoted these safety topics through the adapted version of the opening monologue of "Thriller". Mr. Fernandez also advised that Daylight Savings Time will take place on November 7th and that is always a good time to remember to change your smoke alarm batteries. Mr. Fernandez also wanted to recognize and thank all of our Veterans as Veterans Day is on November 11th.

APPROVAL OF MINUTES

Minutes from the October 3, 2022 BOS Meeting were approved and accepted as presented.

The District Clerk recorded proof of publication of the meeting notice.

REPORTS

A departmental report was presented by the District Administrator and RCES.

Mr. Classe announced that today we celebrate David Green, Fire Fighter/Paramedic from the Fire Department, who is retiring effective September 30, 2022 with just under 25 years of service. Mr. Classe invited Deputy Chief Ferrari to come up to present Mr. Green with a plaque and to say a few words. Deputy Chief Ferrari announced that Mr. Green worked in Lake Patrol before joining RCID. He has always arrived early for his shift and has always been known as a family man and a very personable employee. He is a Gator Fan and an Eagle Scout and it has been a pleasure working with Mr. Green and he will be missed.

Deputy Chief Ferrari invited Assistant Chief Scott Underwood to say a few words. Assistant Chief Underwood presented Mr. Green with a Tinker Bell trophy for his years of service. Assistant Chief Underwood announced that he has had the pleasure of knowing Mr. Green for close to 27 years and when Mr. Green came to RCFD he was a mentor for Assistant Chief Underwood. Assistant Chief Underwood wished Mr. Green and his family the best of luck in his retirement and asked Mr. Green if he would like to say a few words.

Mr. Green replied that 1997 was the best year of his life; he got married, purchased a home in Maitland and was hired at RCID. He said it took three tries but they final hired him and that was a goal he was hoping to accomplish. He thanked the District for hiring him and said he felt very privileged to work for the District and the Fire Department and it was the greatest career in the world.

Mr. Classe announced that when everyone leaves be sure to stop and look at the decorated Ambulance that is parked at the front entrance of the Administration Building. This RCFD vehicle was wrapped in honor of Breast Cancer Awareness Month, which runs through October 31st. Also, you may have noticed our crew today attending the meeting along with other RCFD employees are wearing pink T-Shirts, pink gloves, and using pink EMS supplies.

Mr. Classe reported that RCFD hosted a Swearing-In and Promotional Ceremony at the Wyndham Resort for fire department employees and their families. Mr. Classes advised that it has been a few years due to COVID and there were several employees to celebrate along with their families.

Sworn In:

- 1 Assistant Chief - Operations
- 11 New Firefighter Paramedics
- 4 New Paramedics
- 1 911 Communicator

Promotions:

- 3 Battalion Chief Promotions

- 3 Lieutenant Promotions
- 2 Driver/Operator Promotions

The ceremony includes having your badge pinned by a family member and this is a long-standing tradition in the fire service.

Ms. Chris Ferraro presented the Semi-Annual Electric Reliability Compliance Program Report for period April 1, 2022 through September 30, 2022. This is a report of compliance and associated activities related to the North American Electric Reliability Corporation (NERC) and Southeastern Electric Reliability Corporation (SERC) 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 exception, including the 2017-2027 UFLS Relay testing and maintenance scheduled for 2022. The results of the self-audit of all applicable 2021 NERC Standards was completed on August 4, 2022. There were no findings of non-compliance. Revision 20 of the Electric Reliability Compliance Program (ERCP) document was signed on August 16, 2022 and became effective on September 1, 2022. This revision contained updates that reflect recent staff or organization changes in RCID, RCES or their agents.

Ms. Ferraro gave an update on the NERC Communications. On May 1, 2022, RCES personnel received an automatic email alert from Align (on-line tool) stating that SERC was requesting a response regarding Transmission Relay Loadability (PRC-023-4). RCES Compliance Administrator, Jose Garcia, submitted the response via the Align tool on June 7, 2022, indicating that RCID does not have any protection systems that meet the definitions of affected equipment described in that standard.

On July 8, 2022, NERC issued an industry advisory concerning falsification of performance test data transformers manufactured at Mitsubishi Electric's Transmission & Distribution Systems Center, Hyogo Prefecture and an instance of transformers manufactured at their former Memphis Tennessee transformer factory. The subject transformers were rated 22kV 2MVA up to 750kV 1000MVA and were manufactured between 1982 and 2020. RCID does not have transformers covered by this alert.

On September 15, 2022, NERC issued a Level 2 Alert concerning - Cold Weather Preparations for Extreme Weather Events- II. This Level 2 Alert is intended for Balancing Authorities (BA), Generator Owners (GO), Reliability Coordinators (RC) and Transmission Operators (TO), it does not apply to Reedy Creek. Reedy Creek is registered as a distribution provider (DP) and a resource planner (RP).

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 – Epcot Reclaimed Water Conversion - Phase I (P1117A) – RCES Soft Costs

CONSIDERATION of Request for Board approval of an additional amount Not-To-Exceed **\$45,000.00**, for RCES engineering and construction support including survey, submittal review and project inspection costs for the Epcot Reclaimed Water Conversion – Phase 1 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 will be derived from the RCID Series 2021-1 Utility Revenue Bonds (Non-Taxable).

(EXHIBIT A)

Item 6B – World Drive North Phase 3 Utility System Improvements – RCES Soft Costs

CONSIDERATION of Request for Board approval of the an additional amount Not-To-Exceed **\$40,000.00** for RCES engineering and construction support, including survey, submittal review and project inspection costs for the World Drive North Phase 3 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 will be derived from the RCID 2016-2024 Transportation Projects Ad Valorem Bonds. **(EXHIBIT B)**

Item 6C – Epcot Resorts Blvd. Bridge Replacement Phase II – Design Services

CONSIDERATION of Request for Board approval of a Work Authorization under a Master Agreement between RCID and **Vanasse Hangen Brustlin, Inc.**, in the total amount of **\$23,938.00** for landscape architecture and irrigation design services to replace the buffer along Epcot Resorts Blvd. near the Walt Disney World Dolphin Resort. Staff also requests Board authorization for the 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 2016-2024 Transportation Projects Ad Valorem Bonds. **(EXHIBIT C)**

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. Jammal and duly seconded, the Board unanimously approved the Consent Agenda.

REGULAR AGENDA

Item 7A – Potable Water Well Rehabilitation Program – Phase 1 (P1126) – Construction Services

Mr. Kasper requested Board approval to execute a Change Order to Agreement #C005963 with **All Webb’s Enterprises, Inc.**, in the amount of **\$66,809.72** for additional construction services related to the condition assessment of water supply wells No. 6 and No. 9 for the Potable Water

Well Rehabilitation Program – Phase 1 project. Staff also request Board authorization for the 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. Kasper advised that the results of the inspection and condition assessment for well No. 6 recommended replacement of the pump prior to returning the well to service. The Well Rehabilitation Program evaluates two wells per year and is estimated to take 5-6 years for completion. 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 7B – Epcot Reclaimed Water Conversion – Phase 1 (P1117A) – Initial Budget

Mr. Kasper requested Board approval to establish an initial budget of **\$1,290,000.00** for the Epcot Reclaimed Water Conversion – Phase 1 project. Funding for this request will be derived from the RCID Series 2021-1 Utility Revenue Bonds (Non-Taxable). Mr. Kasper advised that this request is the first phase of an effort to convert the irrigation systems at Epcot to reclaimed water. The existing irrigation systems are currently connected to the potable water system at five locations. 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 A)**

Item 7C – Epcot Reclaimed Water Conversion – Phase 1 (P1117A) – Construction Services

Mr. Kasper requested Board approval to execute an agreement with **Gulfcoast Utility Constructors, Inc.**, in the amount of **\$888,250.00** for construction services for the Epcot Reclaimed Water Conversion – Phase 1 project. Staff also request Board authorization for the 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 2021-1 Utility Revenue Bonds (Non-Taxable). Mr. Kasper advised that design of this phase was completed and four qualified contractors were invited to submit bids. Two bidders declined to submit a bid because they could not complete the project in accordance with the schedule and one was non-responsive. 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 A)**

Item 7D – North Service Area (NSA) 15kV Cable & Equipment Replacement (P1131) – Revision of Initial Budget

Mr. Kasper requested Board approval to revise the initial budget from **\$2,500,000.00** to **\$2,665,000.00** for the NSA 15kV Cable & Equipment Replacement project. Funding for this request will be derived from the RCID Series 2021-1 Utility Revenue Bonds (Non-Taxable). Mr. Kasper advised that this request was originally approved in May and is for replacement of medium voltage cable and associated switches in the North Service Area. The original equipment dates back to the 1960's. 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 7E – North Service Area (NSA) 15kV Cable & Equipment Replacement (P1131) – Construction Services

Mr. Kasper requested Board approval to execute a Change Order to Agreement #C006144 with **Carter Electric, Inc.**, in the amount of **\$147,742.14** for additional construction services for the NSA 15kV Cable & Equipment Replacement project. Staff also requests Board authorization for the 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 2021-1 Utility Revenue Bonds (Non-Taxable). President Hames asked if there were any public comments on this request and there were none. Upon motion by Ms. Jammal and duly seconded, the Board unanimously approved the request. **(EXHIBIT D)**

Item 7F – Live Front to Dead Front Switch Replacement Phase 3 (P1132) – Initial Budget

Mr. Kasper requested Board approval to establish an initial budget of **\$2,200,000.00** for the Live Front to Dead Front Switch Replacement Phase 3 project. Funding for this request will be derived from the RCID Series 2021-1 Utility Revenue Bonds (Non-Taxable). Mr. Kasper advised that this request is the last in a series of several projects to replace live front to dead front switchgear with dead front pad-mounted switchgear. 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 E)**

Item 7G – Live Front to Dead Front Switch Replacement Phase 3 (P1132) – Design Services

Mr. Kasper requested Board approval to execute an agreement with **Chen Moore & Associates, Inc.**, in the total amount of **\$203,549.00** comprised of **\$200,639.00** in professional design fees and **\$2,910.00** in reimbursable expenses for design, bidding, and construction phase services associated with the Live Front to Dead Front Switch Replacement Phase 3 project. Staff also requests Board authorization for the 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 2021-1 Utility Revenue Bonds (Non-Taxable). Mr. Kasper advised that this project removes 12 live-front switches and replaces them with 8 dead-front switches. Proposal was issued to three firms and one withdrew. Chen Moore & Associates, Inc. was the most qualified bidder, which was the lowest bidder. President Hames asked if there were any public comments on this request and there were none. Upon motion by Ms. Jammal and duly seconded, the Board unanimously approved the request. **(EXHIBIT E)**

Item 7H – Live Front to Dead Front Switch Replacement Phase 3 (P1132) – RCES Soft Costs

Mr. Kasper requested Board approval of an amount Not-To-Exceed **\$100,000.00** for RCES engineering and construction support, including survey, submittal review and project inspection costs for the Live Front to Dead Front Switch Replacement Phase 3 project. The 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 2021-1 Utility Revenue Bonds (Non-Taxable). President Hames asked if there were any public comments on this request and there were none. Upon motion by Ms. Jammal and duly seconded, the Board unanimously approved the request. **(EXHIBIT E)**

Item 7I – NSA Chilled Water System Valve Replacement (P1017) – Owner-Furnished Materials (OFM)

Mr. Kasper requested Board approval of Owner-Furnished Materials (OFM) in the amount of **\$300,000.00** for the NSA Chilled Water System Valve Replacement project. Funding for this request will be derived from the RCID Series 2021-2 Utility Revenue Bonds (Taxable). Mr. Kasper advised that this project is for the replacement of failing isolation valves on chilled water distribution piping in the North Service Area and is a companion project to the Utility System Improvements associated with the World Drive North Phase 3 project. Supply are being order early to maintain scheduling. President Hames asked if there were any public comments on this request and there were none. Upon motion by Ms. Jammal and duly seconded, the Board unanimously approved the request.

Item 7J – World Drive North Phase 3 – Utility System Improvements Owner-Furnished Materials (OFM)

Mr. Kasper requested Board approval of Owner-Furnished Materials (OFM) in the amount of **\$2,100,000.00** for utility system improvements associated with the World Drive North Phase 3 project, comprised of **\$1,500,000.00** for the electric utility system, **\$550,000.00** for the chilled water utility system, and **\$50,000.00** for the natural gas utility system. Funding for this request will be derived from the RCID 2016-2024 Transportation Projects Ad Valorem Bonds. Mr. Kasper advised that this project is for the replacement or relocation of an existing utility structure and has previously been brought to the Board for design services and RCES soft costs in support of the preliminary engineering and design phases. President Hames asked if there were any public comments on this request and there were none. Upon motion by Ms. Jammal and duly seconded, the Board unanimously approved the request. **(EXHIBIT B)**

8. OTHER BUSINESS

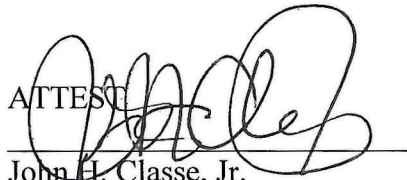
President Hames then asked if there was any further business to discuss.

Mr. Classe advised that the next BOS meeting will take place on November 16th at 9:30 a.m.


Mr. Classe then gave his Final Thought from *Kahlil Gibran, Lebanese-American writer 1883-1931* ***“Our anxiety does not come from thinking about the future, but from wanting to control it.”***

There being no further business to come before the Board, the meeting was adjourned at 10:06 a.m.

ATTEST



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



Laurence C. Hames
President, Board of Supervisors