

## MINUTES OF MEETING

Board of Supervisors

Reedy Creek Improvement District

*December 16, 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, December 16, 2020, at the Administrative Offices of the District, 1900 Hotel Plaza Boulevard, Lake Buena Vista, Florida.

Those present were Larry Hames, Max Brito, Jane Adams, 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; and Wanda Siskron, District Clerk, Administration; Eddie Fernandez, HR; Kerry Satterwhite and Ken Hoffman, Facilities; Ron Zupa, Technology Services; Chief Richard LePere, RCFD; Eryka Washington, Communications; and Dianne Schoolfield, spouse of Wayne Schoolfield. Those participating via teleconference were: Chris Quinn and Lexy Wollstadt, Finance; Bruce Jones, Procurement; Eryka Washington and Erin O'Donnell, Communications; Chris Ferraro, Mark Swanson, Anthony Kasper, Ray Crooks, and Jason Herrick, RCES; Kate Kolbo and Lee Pulham, Planning & Engineering; Yenni Hernandez, Technology Services; Jason Middleton, Human Resources; Craig Sandt, Facilities; Mike Crikis, Environmental Sciences; Deputy Chiefs Eric Ferrari and Joel Edwards, RCFD; Jerry Wooldridge, Building and Safety; Sean Roberts, WDP&R; Craig and Sylvia Dunlap, Dunlap and Associates; Bob Gang, Greenberg Traurig, P.A.; 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 did not elaborate on the safety exits since everyone in attendance is familiar with the layout of the building. Mr. Fernandez thanked the District leadership for all they are doing to keep everyone safe and out of harm's way during this trying time.

### **APPROVAL OF MINUTES**

Minutes from the November 18, 2020 BOS Meeting were approved and accepted as presented.

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

## **REPORTS**

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

Mr. Classe presented RCID Resolution No. 623 for consideration by the Board for approval and adoption. This Resolution is to honor Mr. Ken Hoffman, who will be retiring from the District on January 15, 2021 after 21 years of service. Mr. Classe then read the Resolution in its entirety.

### **RESOLUTION NO. 623**

**WHEREAS**, Ken Hoffman, who served the Reedy Creek Improvement District through outstanding dedication to the District and its landowners, providing the highest level of service and professionalism, ensuring successful operations as a leader in Facilities; and

**WHEREAS**, Ken Hoffman is being recognized and thanked for his outstanding performance and willingness to serve the District; and

**WHEREAS**, the members of the Board of Supervisors of the Reedy Creek Improvement District feel that Ken Hoffman merits and deserves the plaudits and appreciation of the Reedy Creek Improvement District;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Supervisors of the Reedy Creek Improvement District assembled in regular session this 16th day of December 2020, that the Board does hereby express its sincere appreciation and gratitude to Ken Hoffman for his outstanding service and dedication to the Reedy Creek Improvement District;

**BE IT FURTHER RESOLVED** that this Resolution be spread in full upon the minutes of this meeting and that a certified copy be presented to Ken Hoffman from the Board of Supervisors of the Reedy Creek Improvement District.

**ADOPTED** this 16th day of December 2020.

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Laurence P. Hames, President  
RCID Board of Supervisors

ATTEST:

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

Mr. Classe then turned it over to Mr. Kerry Satterwhite, Director-Facilities, to say a few words. Mr. Satterwhite advised that he was fairly new to the District. However, he quickly learned that if you need anything, Mr. Hoffman is the person to go to. Mr. Satterwhite advised that Mr. Hoffman has been both his teacher and mentor and he will never be able to replace him. Mr. Hoffman will truly leave a void upon his retirement, but it is much deserved. Mr. Hoffman was then presented with a copy of RCID Resolution No. 623 as well as a plaque from RCID honoring his service to the District. Mr. Hoffman then said a few words about his future plans upon retirement. Chief LePere also shared a few stories of his working with Mr. Hoffman before, as well as after, he came to the District.

Ms. Blakeslee advised that Craig and Sylvia Dunlap, Dunlap & Associates, were both on the Board call today as she will be discussing new utility revenue bonds needed for the District. Right now, the timeline is to close by the end of February. Mr. Dunlap and Mr. Quinn issued a request for rates from several banks and underwriters. Truist Bank has wanted to hold RCID debt, but had not been competitive in the past. However, they have proposed the most competitive rates.. These will be taxable and tax-exempt bonds averaging 1.5% over a 20-year period. Ms. Blakeslee advised that this will be a nice add to RCID's portfolio. Ms. Blakeslee advised that a Resolution will be brought to the Board at January's BOS meeting.

### **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 can be pulled from the Consent Agenda for further discussion, if requested. Consent Agenda items are shown below:

#### **Item 6A – Second Amendment to the Transaction Schedule between RCID and Duke Energy Florida (DEF)**

CONSIDERATION of Request for Board approval of the Second Amendment to the Transaction Schedule between RCID and **Duke Energy Florida (DEF)** dated August 27, 2014 for RCID's Capacity Designation for Calendar Year 2022 and Board authorization for the District Administrator to execute said Capacity Designation Schedule. Under the existing Transaction Schedule, RCID purchases up to 117MW of gas-based capacity for the period January 1, 2022 through December 31, 2022. The Second Amendment extends the original purchase Term to December 31, 2022.

#### **Item 6B – World Drive North Phase 3 – Utility Relocations Change Order**

CONSIDERATION of Request for Board approval to execute a Change Order to Work Authorization W001 under Master Services Agreement #M000132 to **Land Design, Inc.**, in the total amount of **\$13,920.00** for work associated with the World Drive North Phase 3 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 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 – BVD Gravity Sewer Repair – Initial Budget**

Mr. Herrick requested Board approval to establish an initial budget of **\$1,800,000.00** for the BVD Gravity Sewer Repair project. Funding for this request is subject to reimbursement from the RCID Series 2018-1 Utility Revenue Bonds (Non-Taxable). Mr. Herrick advised that while performing a

cleaning and inspection program, three locations of collapsed and corroded pipes were found on Buena Vista Drive (BVD). Mr. Herrick advised that the scope of this work is to remove and replace 250 ft. of 24 in. pipe and re-line approximately 3,300 feet of pipeline. Mr. Herrick advised that this project will include a significant amount of MOT. Mr. Herrick advised that this request is to establish an initial budget 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. **(EXHIBIT A)**

**Item 7B – BVD Gravity Sewer Repair – Construction Services**

Mr. Herrick requested Board approval to award a Contract to **Gulfcoast Utility Constructors, Inc.**, in the amount of **\$1,477,030.00** for construction of the BVD Gravity Sewer Repair 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 subject to reimbursement from the RCID Series 2018-1 Utility Revenue Bonds (Non-Taxable). Mr. Herrick advised that this request is to award a contract to the lowest bidder, Gulfcoast Utility Constructors. Mr. Herrick advised that only two bids were received out of four invited contractors. 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 – BVD Gravity Sewer Repair – 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 BVD Gravity Sewer Repair. 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 subject to reimbursement from the RCID Series 2018-1 Utility Revenue Bonds (Non-Taxable). Mr. Herrick advised that this request is for soft costs related to this project. Mr. Herrick advised that the work will proceed right away, but the bulk of the work will be started after the holidays due to extensive MOT involved. 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 7D – WWTP Influent Channel Rehabilitation – Revised Initial Budget**

Mr. Herrick requested Board approval to revise the initial project budget for the WWTP Influent Rehabilitation project from **\$2,612,500.00** to **\$2,737,500.00**. Funding for this request is subject to reimbursement from the RCID Series 2018-1 Utility Revenue Bonds (Non-Taxable). Mr. Herrick advised that this request is for adding some additional scope of work to the project due to some existing pipe being severely compromised. Mr. Herrick advised that rather than replace the lining, it is less expensive to replace 100 feet of 48-inch pipeline with glass filter polymer pipe. 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 – WWTP Influent Channel Rehabilitation – Change Order**

Mr. Herrick requested Board approval to execute a Change Order with **Garney Companies, Inc.**, in the amount of **\$138,382.00** for the WWTP Influent Channel Rehabilitation project. Funding for this request is subject to reimbursement from the RCID Series 2018-1 Utility Revenue Bonds (Non-Taxable). M. Herrick advised that this request is to have Garney Companies to replace the pipeline mentioned above. 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 7F – World Drive North Phase 3 – Utility Relocations Work Authorization**

Mr. Herrick requested Board approval to execute a Work Authorization under Master Services Agreement #M000138 to **Pond and Company, Inc.**, in the total amount of **\$197,440.00** for work associated with the World Drive North Phase 3 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. Herrick advised that this request is associated with the relocation of chilled water/gas lines along the corridor. Mr. Herrick advised that this work is normally done in-house, but the cast member who performed this type of work has since left the company. Therefore, Pond Company will be the new engineer of record. 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 7G – World Drive North Phase 3 – Utility Relocations 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 **\$99,431.00** for work associated with the World Drive North Phase 3 Utility Relocation project. The total amount is comprised of a fee in the amount of **\$97,272.00** and reimbursable expenses in the amount of **\$2,159.00**. 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. Herrick advised that while replacing the chilled water lines, we will need to rent four 500-ton temporary chillers for the Grand Floridian and four 500-ton chillers for the Polynesian for their usage. 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. PUBLIC HEARING**

President Hames recessed the BOS meeting at 10:05 a.m. and then called a Public Hearing to order at 10:05 a.m.

**Item 8A. – RCID Resolution 621 – De-Annexation of Bonnet Creek Entrance**

Ms. Lee Pulham requested Board approval and adoption of RCID Resolution No. 621, de-annexing that parcel of land lying in Section 29, Township 24 South, Range 28 East, Orange County. Ms. Pulham advised that this request is related to the BVD/EPCOT Interchange project and is primarily to provide Bonnet Creek with the ability to place signage at their exit. Ms. Pulham presented a slide that shows the exact location of the property. 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 8B. – RCID Resolution 621 – De-Annexation of Bonnet Creek Entrance**

Ms. Lee Pulham requested Board approval and adoption of RCID Resolution No. 622, annexing that parcel of land lying in Section 29, Township 24 South, Range 28 East, Orange County. Ms. Pulham advised that this request is to continue the right-of-way along the BVD/EPCOT corridor just in case it is determined there is a need for parkway work. If improvements or changes are needed, there will be no need to deal with any more de-annexations. 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.

President Hames then closed the Public Hearing at 10:10 a.m. and reconvened the BOS Meeting at 10:10 a.m.

**9. OTHER BUSINESS**

**Item 9A. – 2021 RCID BOS Calendar**

Mr. Classe requested Board approval of the 2021 RCID BOS Calendar that was included in the Board packages. 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.

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

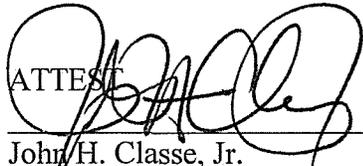
Mr. Classe advised that a last minute item has come up that needs the Board's consideration for approval. The Orange County Public School (OCPS) is constructing a new school just north of the Origis Solar Facility along SR429 and there is an existing access easement on the parcel that needs to be relocated. A Second Amendment to Declaration of Covenants, Conditions, Restrictions and Easements was taken to the OCPS Board and approved, which now needs to be approved by RCID. A copy of this document was given to the Board which shows the area to be relocated to go around the school property instead of through the middle of the school which is now under construction. This change will provide access to the old Johnny Ficquette property which was bought by WDP&R. 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.

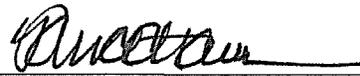
Mr. Classe advised the BOS members that he will be taking them on a tour of the property and then to lunch immediately following the conclusion of today's meeting.

Mr. Classe advised that the next BOS meeting will take place on January 27, 2021 at 9:30 a.m.

Mr. Classe advised that today's Final Thought is from Will Rogers, Actor, "*Don't let yesterday take too much of today.*"

There being no further business to come before the Board, the meeting was adjourned at 10:15 a.m.

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

  
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Laurence C. Hames  
President, Board of Supervisors