

MINUTES OF MEETING

Board of Supervisors

Reedy Creek Improvement District

September 29, 2021

4:30 p.m.

President Hames called the regular meeting of the Reedy Creek Improvement District Board of Supervisors to order at 4:30 p.m. on Wednesday, September 29, 2021, at the Administrative Offices of the District, 1900 Hotel Plaza Boulevard, Lake Buena Vista, Florida.

Those present were President Larry Hames, Jane Adams, and Max Brito, constituting a quorum of the Board of Supervisors. Others in attendance included; John Classe, District Administrator; Wanda Siskron, District Clerk; and Tina Graham, Assistant Clerk; Jason Middleton and Eddie Fernandez, Human Resources; Ron Zupa, Technology Services; Chris Quinn and Susan Higginbotham, Finance; Kerry Satterwhite, Property Management; Jon Shirey, RCFD; Mark Swanson and Anthony Kasper, RCES. Those participating via teleconference were: Don Greer, Board of Supervisors; Chris Ferraro and Ray Crooks, RCES; Bruce Jones, Procurement; Craig Sandt, Facilities; Erin O'Donnell, Communications; Rebecca Clark; Tara Urdininea; and Sherry Wood, Finance; Yenni Hernandez, Technology Services; Kate Kolbo, Planning & Engineering; Jerry Wooldridge, Building & Safety; Mike Crikis and Wendy Duncan, Environmental Sciences; and Ilana Perras, Milgrim Law Group.

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

SAFETY MINUTE

Mr. Eddie Fernandez advised that everyone in the room was familiar with the emergency exits, so he didn't go over the evacuation procedures. Mr. Fernandez advised that this month is, "Fire Prevention Safety Month." Mr. Fernandez advised that everyone should know evacuation procedures for work and at home to keep family protected. Conduct periodic fire drills and evacuation plans at work and at home. Be sure to keep fire extinguishers and smoke alarms up-to-date. Mr. Fernandez reminded everyone of the Great Chicago Fire of 1871.

APPROVAL OF MINUTES

Minutes from the August 25, 2021 and September 15, 2021 BOS Meetings 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.

Mr. Classe advised that on Thursday, September 30th, the flu shots will be given to those RCID employees who wish to receive them. Mr. Classe advised the BOS Members that they are welcome to come and receive their flu shot if they wish.

Mr. Classe advised that RCID's Employment Engagement Committee sponsored two of our firefighter/paramedics, Mr. Matt Morgan and Mr. Stephen Keefer, for their bike ride from Naples, FL to New York City in honor of those who perished on September 11, 2001.

Mr. Classe recognized BOS Member, Mr. Max Brito, for his firm, Rhodes + Brito Architects. Inc. being ranked by the Orlando Business Journal as No. 8 on their list of the Fast 50: Central Florida's Fastest Growing Companies. Congratulations to Max and his team.

Mr. Classe recognized Ms. Yenni Hernandez for being named by Hispanic HITEC as one of their top 100 most influential and notable Hispanic Professionals in the Technology Industry called the "HITEC 100." Congratulations to Yenni.

Mr. Classe advised that the District's vaccine incentive has been a success so far and will run through October. At least 45% of District employees have been vaccinated and have submitted their vaccine paperwork to receive their gift card incentive.

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 – CONSIDERATION of Reappointment of **Tom Farmer** to the Board of Appeals for a three-year term to expire September 2024.

Item 6B – CONSIDERATION of Reappointment of **Jacki Hale** to the Board of Appeals for a three-year term to expire September 2024.

Item 6C – CONSIDERATION of Appointment of **Joyce Bowers** to the Planning Board for a three-year term to expire September 2024. (EXIBIT A)

Item 6D – Fort Wilderness Live Front Replacement (P1125) – Revision of Initial Budget
CONSIDERATION of Request for Board approval to revise the initial budget from **\$1,927,500.00** to **\$1,957,500.00** for the Ft. Wilderness Live Front Replacement project. Funding for this request

will be derived from the RCID Series 2021-1 Utility Revenue Bonds (Non-Taxable). **(EXHIBIT B)**

Item 6E – Fort Wilderness Live Front Replacement (P1125) – RCES Soft Costs

CONSIDERATION of Request for Board approval of an additional amount Not-To-Exceed **\$30,000.00** for RCES Engineering and construction support, including survey, submittal review and project inspection costs for the Ft. Wilderness Live Front 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 will be derived from the RCID Series 2021-1 Utility Revenue Bonds (Non-Taxable).

Item 6F – ECEP Chiller Plant Rehabilitation Phase 2 (B1015) – RCES Soft Costs

CONSIDERATION of Request for Board approval of an additional amount Not-To-Exceed **\$50,000.00** for RCES engineering and construction support, including survey, submittal review and project inspection costs for the ECEP Chiller Plant Rehabilitation Phase 2 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 2021-2 Utility Revenue Bonds (Taxable).

Item 6G – Semi-Annual Report of Easements

Semi-Annual Report of Easements executed by the District Administrator as required by Resolution No. 565 approved by the Board at its February 25, 2015 meeting for period January-June 2021. **(EXHIBIT C)**

Item 6H – World Drive North Phase II – Construction Trailer and Laydown Area Support

CONSIDERATION of Request for Board approval to amend the previous authorization for contracts, work authorizations and purchase orders in the additional amount of **\$10,000.00**, for set-up of electrical and communication systems within the RCID Typhoon Lagoon Trailer Compound and RCID Construction Laydown Area for support of the RCID construction projects. 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 D)**

Item 6I – World Drive North Phase III – Professional Services Work Authorization

CONSIDERATION of Request for Board approval to issue a Work Authorization under RCID's Master Agreement with **Conzor Engineers, LLC**, in the Not-To- Exceed total amount of **\$24,485.00**, for procurement and constructability review services in support of the World Drive North Phase III 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. **(EXHIBIT E)**

Item 6J – Osceola Parkway and Victory Way Interchange – Professional Services Work

CONSIDERATION of Request for Board approval to issue a Work Authorization under RCID's Master Agreement with **Conzor Engineers, LLC**, in the Not-To- Exceed total amount of **\$4,864.00**, for surveying services in support of the Osceola Parkway and Victory Way Project. Funding for this request is included in the approved project budget and is derived from the RCID 2016-2024 Transportation Projects Ad Valorem Bonds. **(EXHIBIT F)**

President Hames asked if anyone had any 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 – Replacement of Switch Station 60 at the Wastewater Treatment Plant (P1115) – Revision of Initial Budget

Mr. Kasper requested Board approval to revise the initial budget from **\$2,382,000.00** to **\$2,550,000.00** for the Replacement of Switch Station 60 at the Wastewater Treatment Plant project. Funding for this request will be derived from the RCID Series 2018-1 Utility Revenue Bonds (Non-Taxable). Mr. Kasper advised that this project had been before the BOS a couple of times and is to replace live-front switchgear at the Wastewater Treatment Plant with dead front switches. Mr. Kasper advised that three separate circuits need replacing and will require 600 ft. of cable. Two of these circuits are damaged and one is at end of life. 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 7B – Replacement of Switch Station 60 at the Wastewater Treatment Plant (P1115) – Construction Services

Mr. Kasper requested Board approval to execute a Change Order to Agreement #C005640 with **Maddox Electric Company, Inc.** in the amount of **\$16,589.04** for additional construction services for the Replacement of Switch Station 60 at the Wastewater Treatment Plant 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 of this request will be derived from the RCID Series 2018-1 Utility Revenue Bonds (Non-Taxable). Mr. Kasper advised that this request is for additional construction services being provided by Maddox Electric Company, Inc. 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 7C – Replacement of Switch Station 60 at the Wastewater Treatment Plant (P1115) – RCES Soft Costs

Mr. Kasper requested Board approval of an additional amount Not-To-Exceed **\$20,000.00** for RCES engineering and construction support, including survey, submittal review and project inspection costs for the Replacement of Switch Station 60 at the Wastewater Treatment Plant project. This request 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. Kasper advised that this request is for soft costs related to this project. President Hames asked if there were any public comments on this request and there were none. Upon motion by Mr. Brito and duly seconded, the Board unanimously approved the request.

Item 7D – Replacement of Switch Station 60 at the Wastewater Treatment Plant (P1115) – Owner-Furnished Material (OFM)

Mr. Kasper requested Board approval of Owner-Furnished Material (OFM) in the amount of **\$85,000.00** for the Replacement of Switch Station 60 at the Wastewater Treatment Plan project. Funding for this request will be derived from the RCID Series 2018-1 Utility Revenue Bonds (Non-Taxable). Mr. Kasper advised that this request is for OFM 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 – Biosolids Dewatering Facility and Food Waste Transfer Station (P1124) – Design Services

Mr. Kasper requested Board approval to execute a Change Order to Agreement #C005705 with **Tetra Tech, Inc.** in the total amount of **\$65,786.40.** for additional professional services associated with the Biosolids Dewatering Facility and Food Waste Transfer Station project. Funding for this request will be derived from the RCID Series 2018-1 Utility Revenue Bonds (Non-Taxable). Mr. Kasper advised that this request is for repurposing two 1-2 million gallon tanks and a building previously used by Harvest Power. Mr. Kasper advised that design will be done after the new year with construction of the food waste transfer station taking around six months and the biosolids facility taking approximately one year. President Hames asked if there were any public comments on this request and there were none. Upon motion by Mr. Brito and duly seconded, the Board unanimously approved the request.

Item 7F – Potable Water Well Rehabilitation Program Phase 1 (P1126) – Condition Assessment Services

Mr. Kasper requested Board approval to execute Agreement #C005345 with **All Webbs Enterprises, Inc.** in the amount of **\$294,100.00** for construction services related to condition assessment of water supply wells No. 6 and No. 9 for the Potable Water Well Rehabilitation Program – Phase 1 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 in October of 2020, the BOS approved a request for a condition assessment plan related to this project. Mr. Kasper advised that this request is for services to complete a condition assessment and inspection of water supply wells No. 6 and No. 9. 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 – Lift Station #7 Rehabilitation & Upgrade (P1129) – Design Services

Mr. Kasper requested Board approval to execute Agreement # C005966 to **Hazen and Sawyer** in the total amount of **\$371,604.00** for design, bidding, permitting, and construction phase services associated with the Lift Station #7 Rehabilitation & Upgrade project. Funding for this request will be derived from the RCID Series 2021-1 Utility Revenue Bonds (Non-Taxable). Mr. Kasper advised that this project is in the area of World Drive North across from the Contemporary Resort. Mr. Kasper advised that he will come back to the BOS later for establishing a budget. Mr. Kasper advised that four firms received bid documents, but only three submitted bids. Mr. Kasper advised that this rehab is needed due to age and normal degradation over time. 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 7H – Lift Station #7 Rehabilitation & Upgrade (P1129) – 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 Lift Station #7 Rehabilitation & Upgrade 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). Mr. Kasper advised that this request is for soft costs 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 7I – DMS Fiber Optic Project Phase I – Construction Services Agreement

Mr. Satterwhite requested Board approval to award a Lump-Sum Fixed-Price Agreement for Construction Services in the amount of **\$2,633,218.00** to **Superior Construction Company Southeast, LLC**, for the construction of fiber optic communication systems in multiple locations District-Wide in support of the DMS-Fiber Optic Project. This request includes Board authorization for RCID's direct purchase of miscellaneous goods and services as necessary for the project. Staff also requests Board authorization for the District Administrator to execute change orders up to an aggregate amount of **10%** of the additional contract amount. Funding for this request is included in the approved project budget and is derived from the RCID 2016-2024 Transportation Projects Ad Valorem Bonds. Mr. Satterwhite advised that we received four competitive bids for this project. Mr. Quinn advised that this request represents approximately 30% of the total budget. Mr. Satterwhite advised it is anticipated that Phase II will be brought to the BOS in December. 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 H)**

Item 7J – Western Way Extension – Second Amendment to Utility Reimbursement Agreement

Mr. Satterwhite requested Board approval of Second Amendment to Utility Reimbursement Agreement amending the Utility Reimbursement Agreement (Western Way Extension Utility Design and Installation) between **RCID** and **Walt Disney Parks and Resorts U.S., Inc. (WDP&R)**, for the purpose of adding the cost of installing and maintaining enhanced pedestrian maintenance of traffic improvements during construction of the Flamingo Crossings Pedestrian Bridges project. Mr. Satterwhite advised that all costs will be reimbursed by WDP&R pursuant to the agreement. President Hames asked if there were any public comments on this request and there were none. Upon motion by Ms. Adams and duly seconded, the Board unanimously approved the request. **(EXHIBIT I)**

8. PUBLIC HEARINGS

- A. President Hames then called a Public Hearing to order at 5:05 p.m. for the review and approval of the final millage rate and final budget for the Reedy Creek Improvement District (RCID) for Fiscal Year 2022.

Ms. Higginbotham advised that nothing has changed since the approved tentative budget that was presented and approved on September 15th. Ms. Higginbotham gave a brief summary of the proposed FY22 budget. Ms. Higginbotham advised that savings in FY21 gives RCID an ending balance of \$30.8M. Ms. Higginbotham advised that for FY22, using the assessed values of \$12.59B times the millage rate of \$13.5741 and other income, gives us total revenues of \$169M. Total expenses of \$178.6M and we have a \$9.6M use of fund balance and an ending fund balance of \$21.1M. Ms. Higginbotham advised that we would like to add \$4M to committed funds for property assessment settlements as we don't know the outcome of the lawsuits from the Hilton, Four Seasons Disney and Swan & Dolphin that are still pending against the Orange County Tax Assessor due to assessed valuations.

Ms. Higginbotham requested Board consideration and adoption of a millage levy for FY2022 at the rate of 13.5741 (Operating 8.6641, Debt Service 4.9100) dollars per one thousand dollars of assessed valuation and adoption of RCID Resolution No. 630. errick adPresident 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 J)**

RESOLUTION NO. 630

WHEREAS, the Reedy Creek Improvement District intends to levy the FY2022 millage rate of 13.5741 dollars per one-thousand dollars of assessed valuation; and

WHEREAS, Section 200.065, Florida Statutes requires that a resolution levying a millage rate be approved by the taxing authority; and

WHEREAS, the gross taxable value for operating purposes not exempt from taxation has been certified by the County Property Appraisers to Reedy Creek Improvement District as \$12,590,211,455; and

WHEREAS, the Reedy Creek Improvement District has, in accordance with Section 200.065) Florida Statutes,

1. Held a public hearing on September 15, 2021 for the purpose of adopting a tentative millage rate and budget; and
2. Advertised its intent to finally adopt a millage rate and budget; and
3. Held a public hearing on September 29, 2021 for the purpose of receiving comments regarding the final millage rate.

NOW, THEREFORE BE IT RESOLVED, that the Reedy Creek Improvement District, through its Board of Supervisors, hereby levies an operating millage rate of 8.6641 dollars per one thousand dollars of assessed value for FY 2022, which is 15.90% more than the rolled-back rate of 7.4757 computed pursuant to Florida Statutes 200.065; and

BE IT FURTHER RESOLVED, that the Reedy Creek Improvement District, through its Board of Supervisors, hereby levies a debt service millage rate of 4.9100 dollars per one thousand dollars of assessed value for FY 2022 thereby levying a total millage rate of 13.5741 dollars per one-thousand dollars of assessed value for the FY 2022.

BE IT FURTHER RESOLVED by the Board of Supervisors of the Reedy Creek Improvement District assembled in regular session this 29th day of September 2021 that this Resolution be spread in full upon the minutes of this meeting.

President, Board of Supervisors

ATTEST:

Secretary, Board of Supervisors

Ms. Higginbotham requested Board consideration and adoption of the proposed FY2022 budget for the District and adoption of RCID Resolution No. 631. 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 K)**

RESOLUTION NO. 631

WHEREAS, the Reedy Creek Improvement District intends to adopt the FY2022 budget; and

WHEREAS, Section 200.065, Florida Statutes requires that a resolution adopting a budget be approved by the taxing authority; and

WHEREAS, the Reedy Creek Improvement District set forth the appropriations and revenue estimate for the Budget for Fiscal Year 2022 in the amount of \$199,863,790; and

WHEREAS, the Reedy Creek Improvement District has, in accordance with Section 200.065) Florida Statutes,

1. Held a public hearing on September 15, 2021 for the purpose of adopting a tentative millage rate and budget; and
2. Advertised its intent to finally adopt a millage rate and budget; and
3. Held a public hearing on September 29, 2021 for the purpose of receiving comments regarding the proposed millage rate and budget.

NOW, THEREFORE BE IT RESOLVED, that the Reedy Creek Improvement District, through its Board of Supervisors, hereby adopts the budget for the FY 2022.

BE IT FURTHER RESOLVED by the Board of Supervisors of the Reedy Creek Improvement District assembled in regular session this 29th day of September 2021 that this Resolution be spread in full upon the minutes of this meeting.

President, Board of Supervisors

ATTEST:

Secretary, Board of Supervisors

Ms. Higginbotham requested direction by the BOS for the Comptroller to collect taxes for FY2022. 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.

B. Mr. Swanson addressed the Utility budget for FY2022 and advised that there have been no changes since the September 15th Budget Workshop.

At this time, we have seen an increase in volume. Mr. Swanson advised that FY22 utility revenue and interest are increasing by budget \$16.9M or 11.4% higher than the FY21 forecasted costs. Mr. Swanson advised that FY22 electric rates, natural gas rates, water and sewer, and solid waste will all be reduced by -6%. Mr. Swanson advised that new rates will be effective with October's billing.

President Hames asked if there were any public comments on the request for approval of proposed utility rates and there were none. Upon motion by Mr. Greer and duly seconded, the Board approved this request. **(EXHIBIT L)**

President Hames then closed the public hearing for the Reedy Creek Improvement District budget and utility rates and budget for FY2022 at 5:11 p.m.

President Hames then reconvened the Board of Supervisors' meeting at 5:11 p.m. and asked if there was any further business to discuss.

9. OTHER BUSINESS

A. RCES Proposed Labor Services Agreement

Mr. Swanson requested consideration of request for Board authorization for the District Administrator to execute on behalf of the District a proposed Labor Services Agreement with RCES for FY2022 in the amount of **\$29,953,000.00**. Mr. Swanson advised that this agreement and amount requested are consistent with previous years in providing labor services. 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 M)**

B. Election of Treasurer for Board of Supervisors

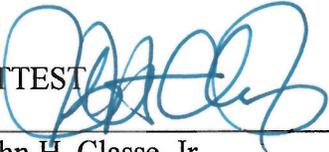
Mr. Classe advised that we have a vacancy for Treasurer of the BOS and we need to elect a BOS member for this position. Mr. Brito made a motion to nominate Ms. Adams as Treasurer. Nomination was duly seconded and all were in favor. Ms. Adams is the new Treasurer for the BOS.

Mr. Classe advised that the next BOS meeting will take place on October 27th at 9:30 a.m. Mr. Classe also advised that immediately following the BOS meeting, we will conduct an Audit Committee meeting which consists of all BOS members as well as representatives from the Cities of Bay Lake and Lake Buena Vista. This meeting is so that the new auditors, Cherry Bekaert LLP, can present how they will move forward with the upcoming audit.

Mr. Classe advised that today's Final Thought is from Helen Keller, "*A bend in the road is not the end of the road ... unless you fail to make the turn.*"

There being no further business to come before the Board, the meeting was adjourned at 5:15 p.m.

ATTEST



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



Laurence C. Hames
President, Board of Supervisors