

## MINUTES OF MEETING

Board of Supervisors

Reedy Creek Improvement District

*October 27, 2021*

9:32 a.m.

President Hames called the regular meeting of the Reedy Creek Improvement District Board of Supervisors to order at 9:32 a.m. on Wednesday, October 27, 2021, at the Administrative Offices of the District, 1900 Hotel Plaza Boulevard, Lake Buena Vista, Florida.

Those present via teleconference were President Larry Hames, Max Brito, Jane Adams, and Don Greer, constituting a quorum of the Board of Supervisors. Others in attendance included; John Classe, District Administrator; Wanda Siskron, District Clerk; Tina Graham, Assistant Clerk, Administration; Jason Middleton and Eddie Fernandez, Human Resources; Ron Zupa, Technology Services; Chris Quinn and Susan Higginbotham, Finance; Chris Ferraro and Anthony Kasper, RCES; Wendy Duncan, Environmental Sciences; Jessie Mack-Burns, Facilities; Jerry Wooldridge, Building & Safety; Ed Milgrim and Ilana Perras, Milgrim Law Group; and Renee Pearson, Elipsis. Those participating via teleconference were: Craig Sandt, Facilities; Bruce Jones, Procurement; Erin O'Donnell, Communications; Tara Urdininea, Finance; Kate Kolbo, Planning & Engineering; Yenni Hernandez, Technology Services; Joel Edwards, RCFD; Ray Crooks, RCES; Mike Crikis, Environmental Sciences; and Brian Liffick, Cherry Bekaert.

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 travel safety. Mr. Fernandez advised that international travel restrictions are being lifted which means more foreign tourists will be driving on property. Also, the holiday season is coming up. Be sure to pay close attention while driving, allow enough distance between yourself and other vehicles and allow sufficient time to arrive at your destination. Mr. Fernandez also advised that Daylight Savings Time will take place on November 7<sup>th</sup>. Mr. Fernandez also wanted to recognize and thank all of our Veterans as Veterans Day is on November 11<sup>th</sup>.

## **APPROVAL OF MINUTES**

Minutes from the September 29, 2021 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 pointed out the decorated emergency vehicles that were parked at the front entrance of the Administration Building. These RCFD vehicles were wrapped in honor of Breast Cancer Awareness Month via a partnership with Advent Health. The vehicles are being driven on property until mid-November.

Mr. Classe advised that RCID held a Town Hall meeting recently. All staff were invited. There were approximately 120 attendees at the Holiday Inn. Presentations were given by Ms. Kate Kolbo and Ms. Yenni Hernandez related to their departments and goals. The new Magic Behind the Magic video was shown. Mr. Classe advised that good feedback was received and we will consider future meetings potentially being held each year.

Mr. Classe advised that flu shots were administered the week of September 27<sup>th</sup> and approximately 80 folks received the shot.

Mr. Classe advised that the District continues to practice safety protocols related to COVID-19 and that approximately 60% of the District is now fully vaccinated.

Ms. Chris Ferraro presented the Semi-Annual Electric Reliability Compliance Program Report for period April 1, 2021 through September 30, 2021. 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. The 2017-2020 UFLS Relay testing and maintenance schedule was reviewed and all tests scheduled for CY2021 were completed on March 11, 2021. The results of the self-audit of all applicable 2020 NERC Standards was completed on September 22, 2021. There were no findings of non-compliance.

Suspicious activity of two individuals taking photos of the entrance gate to the CEP near the Central Energy Plant (CEP) was witnessed on June 11, 2021 by RCES personnel who approached the individuals who indicated that they were taking pictures for Instagram. WDW Security was contacted and investigated this incident. WDW concluded that this incident did not represent a credible threat.

### **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 – DMS Fiber Optic Project Phase I – Work Authorization Request**

CONSIDERATION of Request for Board approval to execute a Work Authorization under Master Agreement M000173 for Professional Services with **Elipsis Engineering & Consulting, LLC**, in the Not-To-Exceed amount of **\$30,000.00**, for construction material testing services in support of the DMS Fiber Optic Phase I 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.

#### **Item 6B – Base Contract for Sale and Purchase of Natural Gas – City of Tallahassee**

CONSIDERATION of Request for Board approval of the North American Energy Standards Board, Inc. (NAESB) Base Contract for Sale and Purchase of Natural Gas between **The City of Tallahassee** and the Reedy Creek Improvement District and Board authorization for the District Administrator to execute said Base Contract. RCID will utilize this Base Contract with the City of Tallahassee as part of its portfolio of natural gas commodity suppliers to RCID. **(EXHIBIT A)**

#### **Item 6C – Base Contract for Sale and Purchase of Natural Gas – Radiate Energy LLC**

CONSIDERATION of Request for Board approval of the North American Energy Standards Board, Inc. (NAESB) Base Contract for Sale and Purchase of Natural Gas between **Radiate Energy LLC** and the Reedy Creek Improvement District and Board authorization for the District Administrator to execute said Base Contract. RCID will utilize this Base Contract with Radiate Energy LLC as part of its portfolio of natural gas commodity suppliers to RCID. **(EXHIBIT B)**

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 – Perimeter Canal Bridge (P1119) – Initial Budget**

Mr. Kasper requested Board approval to establish an initial budget of **\$3,290,000.00** for the Perimeter Canal Bridge 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 the initial budget for a vehicular bridge with a span of approximately 80 feet. This project includes relocation of an existing 48-inch diameter reclaimed water main that sends water to the Rapid Infiltration Basins (RIBS). 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 7B – Perimeter Canal Bridge (P1119) – Construction Services**

Mr. Kasper requested Board approval to execute an agreement with **Southland Construction, Inc.** in the amount of **\$2,409,000.00** for construction services for the Perimeter Canal Bridge 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 2018-1 Utility Revenue Bonds (Non-Taxable). Mr. Kasper advised that this request is for approval of the lowest bidder of three bids received for this project. Mr. Kasper advised that this request includes relocation of a 48-inch reclaimed water main which transports water to the RIBS. 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 – Perimeter Canal Bridge (P1119) – RCES Soft Costs**

Mr. Kasper requested Board approval of an additional amount Not-To-Exceed **\$225,000.00** for RCES engineering and construction support, including survey, submittal review and project inspection costs for the Perimeter Canal Bridge 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 a low amount for soft costs as there are not a lot of other utilities located in this area. 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 – Car Care to Epcot Intertie for Emergency Systems (P1130) – Initial Budget**

Mr. Kasper requested Board approval to establish an initial budget of **\$4,660,000.00** for the Car Care to Epcot Intertie for Emergency Systems 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 the installation of 14,000 ft. of cable as well as switches to provide an emergency power feed to Epcot that will replace the emergency generators which are approaching end-of-life.. 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 – Car Care to Epcot Intertie for Emergency Systems (P1130) – Construction Services**

Mr. Kasper requested Board approval to execute an agreement with **The Fishel Company** in the amount of **\$3,001,200.00** for construction services for the Car Care to Epcot Intertie for Emergency Systems 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 request is for the lowest bidder of three bids received. Mr. Kasper advised that design work is already done. 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 – Car Care to Epcot Intertie for Emergency Systems (P1130) – Owner-Furnished Material (OFM)**

Mr. Kasper requested Board approval of additional Owner-Furnished Material (OFM) in the amount of \$700,000.00 for the Car Care to Epcot Intertie for Emergency Systems 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 the purchase of cable to be installed. 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 7G – Car Care to Epcot Intertie for Emergency Systems (P1130) – RCES Soft Costs**

Mr. Kasper requested Board approval of an amount Not-To-Exceed \$550,000.00 for RCES engineering and construction support, including survey, submittal review and project inspection costs for the Car Care to Epcot Intertie for Emergency Systems 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 RCES soft costs. If there are any unspent funds from the project, those monies will go back to the Bond Fund. 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.

**8. OTHER BUSINESS**

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

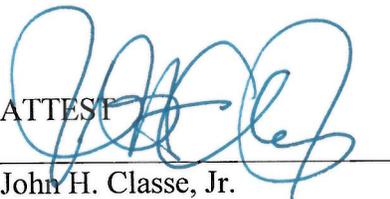
Mr. Classe advised that there will be an Audit Committee meeting immediately following today's BOS meeting.

Mr. Classe advised that the next BOS meeting will take place on November 17<sup>th</sup> at 9:30 a.m.

Mr. Classe advised that today's Final Thought is from Unknown, "*Never regret a day in your life. Good days give you happiness and bad days give you experience.*"

There being no further business to come before the Board, the meeting was adjourned at 9:54 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