

Central Florida Tourism Oversight District

BOARD OF SUPERVISORS

September 27,
2023 5:05 p.m.

**Central Florida Tourism Oversight District
Board of Supervisors Meeting**

Agenda

September 27, 2023

5.05 p.m.

1. CALL TO ORDER
2. OPENING INVOCATION
3. PLEDGE OF ALLEGIANCE
4. SAFETY MINUTE
5. PUBLIC COMMENT PERIOD
6. CONSENT AGENDA
 - 6.1 September 13, 2023 Meeting Minutes – *Page 4*
 - 6.2 Proclamation for Mike Rickabaugh – *Page 58*
 - 6.3 Purchase of two (2) Monarch Extreme Duty Fire Engines from Sutphen Corporation in the amount of \$1,804,080 – *Page 60*
7. REPORTS
 - 7.1 Management Report
 - Retirement Acknowledgement of Mike Rickabaugh
 - Employee Excellence Awards
 - Report from PRAG and Raftelis
 - Budget and Rate Presentation for Utilities Division
 - Final Budget Presentation for Government Funds
8. NEW BUSINESS
 - 8.1 Employee & Retiree Benefits Stipend (Annual Admission Pass) Policy – *Page 84*
9. PUBLIC HEARINGS
 - 9.1 Resolution No. 650 – **A RESOLUTION AMENDING RESOLUTION NO. 369; DELETING PRIVILEGE FEES AND REAFFIRMING PERMIT REQUIREMENTS FOR TELECOMMUNICATIONS COMPANIES' USAGE OF DISTRICT PROPERTY; AND PROVIDING FOR SEVERABILITY, CONFLICTS AND AN EFFECTIVE DATE.** – *Page 87*
 - 9.2 Resolution No. 651 – **FINAL MILLAGE RATE FOR FY2024; PUBLIC HEARING TO CONSIDER BOARD APPROVAL OF PROPOSED MILLAGE AND**

PROPOSED BUDGET RATE FOR THE CENTRAL FLORIDA TOURISM OVERSIGHT DISTRICT FOR FISCAL YEAR 2024. FOR BOARD CONSIDERATION AND ADOPTION OF A MILLAGE LEVY FOR FY2024 AT THE RATE OF 12.9500, (OPERATING 8.9900) DOLLARS PER ONE THOUSAND DOLLARS OF ASSESSED VALUATION AND ADOPTION OF RESOLUTION NO. 651. – Page 92

9.3 Resolution No. 652 – **FINAL BUDGET FOR FY2024; REQUEST FOR BOARD CONSIDERATION AND ADOPTION OF THE PROPOSED FY2024 BUDGET FOR THE DISTRICT. – Page 94**

9.4 Resolution No. 653 – **UTILITY RATES FOR FY2024 PUBLIC HEARING TO CONSIDER ADOPTION OF PROPOSED UTILITY RATES AND BUDGET FOR THE CENTRAL FLORIDA TOURISM OVERSIGHT DISTRICT UTILITIES DIVISION FOR WATER, CHILLED WATER, ELECTRIC, HOT WATER, RECLAIMED WATER, SOLID WASTE, NATURAL GAS AND SEWER FOR CUSTOMERS SERVED BY THE CENTRAL FLORIDA TOURISM OVERSIGHT DISTRICT EFFECTIVE FOR THE FIRST METER READING AFTER SEPTEMBER 17, 2023. – Page 97**

9.5 Resolution No. 654 – **UTILITY BUDGET FOR FY2024 CONSIDERATION OF REQUEST FOR BOARD CONSIDERATION AND ADOPTION OF PROPOSED 2024 UTILITY BUDGET. – Page 99**

9.6 Resolution No. 655 – **A RESOLUTION OF THE CENTRAL FLORIDA TOURISM OVERSIGHT DISTRICT ADOPTION OF AN EMERGENCY MANAGEMENT PLAN. – Page 101**

10. UNFINISHED BUSINESS

11. OTHER BUSINESS

12. ADJOURN

APPEALS: All persons are advised that, if they decide to appeal any decision made at a Board of Supervisors hearing, they will need a verbatim transcript of the record of the proceedings. It is the responsibility of every party-in-interest to arrange for a transcript of the proceedings, which must include the verbatim testimony and evidence upon which the appeal is made.

AMERICANS WITH DISABILITIES ACT: The Central Florida Tourism Oversight District is committed to reasonably accommodating the needs of anyone with disabilities who wishes to attend or participate in public meetings. Anyone with a disability who requires a reasonable accommodation should contact the Clerk of the Board, by telephone at (407) 934-7480 or via email (currently at DistrictClerk@rcid.org), no less than one business day (i.e. Monday through Friday, excluding legal holidays) in advance of the applicable meeting to ensure that the District has sufficient time to accommodate the request.

Central Florida Tourism Oversight District

Board of Supervisors

Agenda Item 6.1

Page 1 of 1

Meeting Date	
September 27, 2023	
Agenda Item Name	
Approval of Board Minutes from September 13, 2023	
Requested Action	
Approval of Minutes from the Central Florida Tourism Oversight District Board	
Staff Report	
N/A	
Additional Analysis	
None	
Fiscal Impact Summary	
None	
Exhibits Attached	
1. September 13, 2023 Central Florida Tourism Oversight District Board Mintutes	

In The Matter Of:
Central Florida Tourism Oversight District

Board of Supervisors Meeting
September 13, 2023

Legal Realtime Reporting
622 E. Washington Street
Suite 200
Orlando, Florida 32801

Original File 9-13-Meeting.txt

Min-U-Script® with Word Index

CENTRAL FLORIDA TOURISM OVERSIGHT DISTRICT

BOARD OF SUPERVISORS MEETING

* * * * *

Location: Central Florida Tourism Oversight
District
1900 Hotel Plaza Boulevard
Lake Buena Vista, Florida 32830

Date: September 13, 2023

Time: 5:05 p.m. to 6:05 p.m.

Reported by: Tara K. Slocum, CRR, RPR,
California Certified Court
Reporter and Notary Public
State of Florida

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1 PRESENT:

2 BOARD MEMBERS: Martin Garcia, Chairman; Charbel Barakat,
3 Vice Chairman (Via teleconference); Brian Aungst, Jr., Ron
4 Peri and Bridget Ziegler.

5 SPEAKERS: Senior Pastor David Netzorg, Emmaus Church; Ryan
6 Gallik, CFTOD Operational Safety Consultant; Jeff Holland,
7 John Shirey, President of Reedy Group Professional
8 Firefighters.

8 CFTOD EMPLOYEES PRESENT: Mr. Glenton Gilzean, Jr., District
9 Administrator; Paula Hoisington, Chief of Staff; Dan
10 Langley, Acting Counsel for CFTOD; Susan Higginbotham, Chief
11 Financial Officer; Rocky Haag, Executive Assistant to the
12 District Administrator; Tanya Naylor, Director of Security
13 and Emergency Management; Kerry Satterwhite, Director of
14 Facilities; Yenni Hernandez, Chief Information Officer;
15 Katherine Luetzow, Planning and Engineering Manager; Jason
16 Middleton, Chief Human Resources Officer; Eric Ferrari,
17 Acting Fire Chief; Sherri DeSorcy, Executive Assistant to
18 Paula Hoisington; Brandy Brown, External Affairs; Erin
19 O'Donnell, Public Records Administrator; Ron Zupa, IT
20 Service Delivery Manager; Samarth Thomas, Systems
21 Administrator; Doreen Johnson, Administrative Assistant
22 Environmental Sciences; Mike Crikis, Director Environmental
23 Sciences; Jessica Kelleher, Public Records Associate;
24 Jessica Reker, Biologist Environmental Sciences; Heidi
25 Powell, Sr. Financial Analyst; Jeff Holland, Environmental
Sciences; John Shirey, Firefighter/Paramedic; Michele Dicus,
Director Human Resources; Mary Balliet, Sr. Human Resources
Generalist

1 P R O C E E D I N G S

2 * * * * *

3 CHAIR GARCIA: Good afternoon, and thank
4 you for being here. Thank you for the interest
5 in this Board, and the interest in our
6 District.

7 So we will begin with an open invitation,
8 Mr. Gilzean.

9 MR. GILZEAN: All right. At this time, I
10 would like to introduce Senior Pastor David
11 Netzorg of Emmaus Church in Winter Garden.
12 Pastor David founded Emmaus Church, a
13 nondenominational reform church in 2011. He
14 grew up in South Florida and worked in the
15 action sports industry community and then
16 relocated to the great Central Florida area to
17 attend seminary where he graduated with his
18 masters in biblical studies, including Greek
19 and Hebrew languages. Before founding Emmaus
20 Church, Pastor David was an ordained minister
21 for several churches, and served for 17 years
22 on the examination committee for the PCA in
23 Central Florida examining candidates for the
24 ordained ministry in bible theology and
25 sacraments. His favorite pastimes are fishing,

1 football, traveling and reading good bible
2 commentaries. He lives in Winter Garden with
3 his wife Katrina. They have six children and
4 12 grandchildren.

5 Pastor, will you come up and administer
6 the prayer?

7 PASTOR NETZORG: That makes me sound
8 smart. I think if you live a long enough, you
9 can accomplish some things, right, Jeff?

10 MR. HOLLAND: Trying.

11 PASTOR NETZORG: Yeah, Jeff is retiring
12 after 35 years, that's amazing. I got to meet
13 Jeff Holland.

14 So I appreciate ya'll, and I appreciate
15 your service.

16 I wanted to -- my friend Rocky Haag
17 invited me to do the invocation. He said I
18 could say a few words first, so I hope that's
19 okay, so there are a couple things I want to
20 say.

21 Yes, I am David Netzorg of the Emmaus
22 Church, and we meet in the Garden Theater,
23 Downtown Winter Garden, pretty sweet spot. Oh,
24 there's one of my neighbors right there; hey,
25 Eric. He lives down the street 300 feet away

1 from each other, great neighbor.

2 Yeah, I grew up in South Florida, so go
3 Dolphins. I am a big Dolphins fan. What a
4 game we had on Sunday.

5 I left -- I left South Florida in 1992 to
6 go to seminary, Reformed Theological Seminary
7 in Oviedo, and I have never left Central
8 Florida. I am from the Juno Beach Jupiter
9 area. I figure you know where that is. It is
10 pretty special.

11 But coming here, I just -- I love west
12 Orange County, and have been here ever since,
13 and I want to thank you all for what you do. I
14 appreciate it very much.

15 Government is very important. It's a
16 calling. God says you actually work for God.
17 I don't know if you realize that or not, but
18 that's what the word of God says. This is
19 God's world, and it's structured according to
20 his design, and God established government to
21 minister to people, and he has called you to be
22 a part of that, and it's a high calling, and so
23 thank you for answering that call. Thank you
24 for what you do. It's very important. You
25 know, a lot of people think that, oh, you are

1 called to be a minister so you work for God,
2 and the rest of us don't. No, all of us do.
3 And when we help other people, and we love
4 other people, and make their lives better,
5 enhance their lives, that's loving your
6 neighbor as yourself, which you probably know
7 is the greatest commandment from the bible.

8 I just want to read Romans Chapter 13,
9 verses one through eight. This is Paul writing
10 to the church in Rome under the inspiration of
11 the Holy Spirit, and this is God's word. This
12 is what he says. Some of this is a little
13 maybe difficult to understand, and you can go
14 look at it later, but I just want to read this
15 to you, and then I will pray. Every person is
16 to be in subjection to governing authorities
17 for there is no authority except from God.
18 Those which exist are established by God.
19 Therefore, whoever resists authority has
20 opposing ordinances of God, and they who have
21 opposed will receive condemnation upon
22 themselves. So we are to obey the police,
23 firefighters, the government, all those in
24 authority. For rulers are not a cause of fear
25 for good behavior, but for evil. Do you want

1 to have no fear of authority? Do what is good,
2 and you will have praise from the same, from
3 the same authority, or it is a minister of God
4 to do you -- to do to you for good -- I'm
5 sorry -- for it is a minister of God to you for
6 good. But if you do what is evil, be afraid
7 for it. It does not bear the sword for
8 nothing, for it is a minister of God and
9 avenger who brings wrath. We are not allowed
10 to take vengeance ourselves. The governing
11 authorities do that. The one who practices
12 evil, therefore it is necessary to gain
13 subjection not only because of wrath, but also
14 for conscience sake for behavior -- for because
15 of this, you also pay taxes. You know, paying
16 taxes is in the bible? Don't cheat on your
17 taxes, people. God's watching. For because of
18 this, you also pay taxes where rulers of
19 service of God join themselves to this very
20 thing. Render to all what is due them. Tax to
21 whom tax is due. Custom to whom custom. Fear
22 to whom fear. Honor to whom honor. Owe
23 nothing to anyone except to love one another.
24 For he who loves his neighbor has fulfilled the
25 law. That's a really powerful amazing passage,

1 and it should encourage all of us.

2 So let's pray together. Dear Lord, we are
3 you thankful for civil servants. We are
4 thankful for government that you established so
5 the world can work peacefully, and you designed
6 that, and we thank you for that. It's a
7 blessing to all of us, as to all the people who
8 are in this room, so thank you for them. These
9 civil servants are called by you to do your
10 will, so please be with each person here, and
11 Lord, give them wisdom in this meeting. Guide
12 them by your spirit. We pray in your holy and
13 precious name, amen.

14 Thank you so much for allowing me to bring
15 your invocation this afternoon.

16 CHAIR GARCIA: Thank you, Pastor, and now
17 let's honor this great nation with the pledge
18 of allegiance. Please stand.

19 ALL PRESENT: I pledge allegiance to the
20 flag of the United States of America, and to
21 the republic for which it stands, one nation
22 under God, indivisible with liberty and justice
23 for all.

24 CHAIR GARCIA: Let's go over our safety
25 procedures, please.

1 MR. GALLIK: Thank you, Mr. Chairman,
2 Members of the Board, and welcome guests.

3 We like to start tonight's meeting the way
4 we always do with important safety information.

5 In the event and unlikeliness of
6 evacuation, please make your way to the nearest
7 exit, either this one here directly behind you
8 or the one to your right by the guests sitting
9 here.

10 Our main exit is the front of the building
11 where you entered this evening. There is also
12 an exit at the rear of the building. Please
13 follow the exit signs to the nearest exit in an
14 orderly fashion. Our employees will be
15 evacuating and making their way to the ends of
16 the parking lot. Follow them to the area so we
17 can gather an accurate attendance until first
18 responders arrive.

19 On the way out of the building, if it's
20 necessary, if you feel competent to do so,
21 please grab a fire extinguisher and/or pull the
22 fire alarm stations.

23 For your health, we also have automated
24 external defibrillators and a First Aid kit at
25 the security desk.

1 Thank you, and enjoy your time.

2 CHAIR GARCIA: Thank you very much.

3 We will have public comments now. We have
4 two. First, Mr. Holland wants to speak on the
5 budget.

6 If you are here, sir, in a representative,
7 capacity, please tell us.

8 MR. HOLLAND: Thank you. No, I am
9 speaking for myself.

10 My name is Jeff Holland. I am a Florida
11 native, born and raised here. Two days ago I
12 reached a milestone of 35 years working here
13 for the District Environmental Sciences
14 protecting the water resources and helping
15 promote public health and safety. I sincerely
16 thank the District for posting my story on the
17 public social media. I just found out about
18 that. Thank you very much.

19 Last meeting, Chair Garcia, you mentioned
20 a proposal to switch employee -- existing
21 employee perks and the Park passes to an
22 equivalent stipend of around \$1,425 or so. I
23 assume retirees would get this same change. I
24 was shocked on Monday when during my retirement
25 process, I learned this Board may be proposing

1 to remove this part of my existing 2023 perks
2 and benefits from me and all former retirees.
3 Hopefully this is wrong -- or wrong information
4 I have got.

5 We all have heard the words that the CFODT
6 Board has used to represent the previous
7 District, by Chair Garcia. Respectfully, your
8 Board has missed a key point. The previous
9 District was committed to supporting staff and
10 retirees, not just the union side, but equally
11 nonunion workers like myself. They saw the
12 value in giving a little extra in retiree
13 benefits and perks, and how it retained quality
14 workers.

15 This hearing is to discuss next year's
16 budget. Because of this year's budget, my
17 family and I are -- we have the privilege of
18 receiving Park passes, five, two main-day
19 passes and three guest passes for my kids. I
20 believe I have -- now I have standing as a
21 retiree in asking this question, Chair Garcia,
22 does this Board intend to continue equivalent
23 benefits and perks including Park pass stipends
24 for all qualified District retirees, such as
25 myself, and previous Board -- as the previous

1 Board District has done -- or the previous
2 District has done for 50-plus years? I look
3 forward to seeing retirees supported in future
4 budgets, so I can enjoy the fruits of my labor
5 with my grandkids. Thank you.

6 CHAIR GARCIA: So first of all, thank you
7 for your long service to the District, and your
8 very valuable service I understand from talking
9 to others that you have been a very important
10 member of the staff here, and so on behalf of
11 our Board, I want to thank you for your
12 service.

13 Unless you have heard something I haven't
14 heard, we haven't come to any decisions on what
15 we are going to do, what -- in terms of how to
16 deal with the fact that the employees and the
17 retirees are no longer getting passes. The
18 only decision that's been made by this Board is
19 that the passes will be discontinued, okay?
20 And we don't want -- because there was a bad
21 practice and a bad policy, okay, of that
22 policy, we are going to discontinue it, but we
23 don't want that to punish any of the employees.
24 And so our initial reaction is we came up with
25 a stipend of \$1,425, which we announced last

1 time, and I think I clearly said that if that's
2 not enough, okay, then we will bump that up. I
3 also said that if we find out that it's too
4 much, that we are not going to bump it down,
5 okay? So there have been no decisions made in
6 terms of how we are going to take care of our
7 staff employees. And we understand they have a
8 perk that's been taken away, and we have to
9 deal with that because we want happy employees,
10 and most importantly we want to be fair with
11 you all. You all didn't create this policy,
12 okay? It was a bad policy, but you had nothing
13 to do with that, and you are not the ones that
14 should suffer from it, okay? So during the
15 last couple weeks since our last meeting, I
16 know I have exchanged communications with our
17 CEO. I know my fellow Board members have, and
18 we are working on a solution, and so I am sorry
19 if you were -- something was communicated to
20 you that there has been a determination,
21 because there has not.

22 Is that a satisfactory response to you,
23 sir?

24 MR. HOLLAND: Yes, thank you.

25 CHAIR GARCIA: Thank you for your

1 comments. Having people bring their issues to
2 us makes us better in the work that we are
3 doing. I don't know if my fellow Board members
4 have any other comments or response?

5 MR. HOLLAND: I appreciate that. Thank
6 you.

7 CHAIR GARCIA: If not --

8 MR. PERI: I would like to say something
9 with regards to the matter of the passes, okay?
10 I have spent several meetings, with regards to
11 the passes. I have had several meetings with
12 different groups here in the District, and, you
13 know, I have been coming to Central Florida for
14 the better part of 15 years, lived here for
15 about 25 years, okay, and the big attraction
16 here obviously is going to Disney. We had
17 grandparents, and they made it easy to get here
18 initially. Now we are the grandparents, and we
19 are bringing our grandkids, and I understand
20 the value of those passes. It goes way beyond
21 anything monetary. It's the ability for you to
22 have something that your kids say, my dad or my
23 mom gets us into Disney, you know, I mean, they
24 don't see the bump in salaries. They don't see
25 all kinds of other things, but that's a really

1 big thing, and they remember that for life.
2 It's a big thing, and we have been sifting
3 through the complexities of the kinds of passes
4 that have been here, and, you know, I have
5 heard so many different folks talk. I have
6 gotten e-mails and the rest, and, look, the
7 employees are critical. You know, when you
8 have the NFL draft, after the draft, you have
9 got a pretty good idea of who is going to be in
10 the Super Bowl contention. What does that tell
11 you? It tells you it's not the coaches. It's
12 not the front office. It's not the owners.
13 It's the players, okay? And we have been so
14 fortunate here to have such an elite group, and
15 it's viewed as elite throughout this area and
16 even beyond because of the iconic structures,
17 the things that are accomplished. All you have
18 to do is drive outside the District on to our
19 roads, and you see immediately, boy, they are
20 doing something very different here, and an
21 awful lot better, and there is a great pride
22 that people take, and so as we have looked at
23 things -- Mr. Gilzean and I and several others
24 have been having multiple meetings trying to
25 come up with a good solution. You know, it's

1 the kind of thing where we are all dealing with
2 a situation that we wish weren't the case in
3 terms of certainly not wanting the employees to
4 suffer, the people, because this is just a big
5 family of people who together accomplish the
6 most amazing things. And so give us a little
7 time, okay? We are working through it and
8 trying to come up with something that's going
9 to be a really good plan.

10 CHAIR GARCIA: Okay. Next, Mr. Shirey.

11 MR. SHIREY: Good evening, everybody. My
12 name is John Shirey. I am the president of the
13 Reedy Group Professional Firefighters. I am
14 not here to speak about passes, but I am here
15 to speak about an issue that is very, very near
16 and dear to my heart.

17 My father was diagnosed and passed away
18 from lung cancer when I was 23 years old. A
19 few years later, my mom was diagnosed with a
20 very rare and aggressive form of Stage 4 breast
21 cancer. She battled through that. She has
22 beat it. She is doing well, and I am very
23 grateful for that.

24 So when I recently received word that one
25 of my firefighters was diagnosed with colon

1 cancer, it obviously hit me very hard. As this
2 Board is very aware of, our governor, Governor
3 DeSantis, signed the Firefighter Cancer
4 Presumption Bill into law in 2014 ensuring that
5 the medical treatment and the compensation for
6 firefighters will be guaranteed as they go
7 through that battle. With this, the governor
8 solidified his position in my mind and in the
9 minds of my brother and sister firefighters as
10 the most pro first responder governor that we
11 have ever had in the State of Florida.

12 As I went through this process with my guy
13 that had colon cancer, all of the requirements
14 of the bill were being met, but we had a little
15 bit of a discussion on whether the weekly pay
16 was accurate or not. And, you know, under the
17 previous administrator and the previous Board,
18 we would have been tied up in litigation for
19 years over this issue. I am here to show
20 Mr. Gilzean, this Board my heart felt
21 appreciation because when we brought this to
22 you guys, you immediately took action. You set
23 forth to make this right, but you didn't just
24 stop with making it right for my firefighter.
25 You went a step above, and you extended those

1 same cancer benefits to every employee of the
2 District.

3 You know, I can only speak officially on
4 behalf of my 200 members, but I would say it's
5 pretty safe to say that every member of the
6 District greatly, greatly appreciates what you
7 guys did by enacting this policy, and I just
8 wanted to tell you thank you. I appreciate you
9 guys very much. It means more than you even
10 know. Thank you.

11 CHAIR GARCIA: Thank you for those
12 comments, John.

13 Next go to the consent agenda. Is there a
14 motion that we approve the consent agenda?

15 MR. AUNGST: So moved.

16 CHAIR GARCIA: Is there a second?

17 MR. PERI: Second.

18 CHAIR GARCIA: All in favor indicate by
19 saying aye.

20 THE BOARD: Aye.

21 CHAIR GARCIA: Any opposed?

22 VICE CHAIR BARAKAT: Aye.

23 CHAIR GARCIA: Charbel, how are you?

24 VICE CHAIR BARAKAT: I'm good, Mr.

25 Chairman.

1 CHAIR GARCIA: It's good to hear you.

2 VICE CHAIR BARAKAT: Absolutely.

3 CHAIR GARCIA: Okay. Let the record
4 reflect that the motion passes unanimously.

5 And let's move on to our report.

6 MR. GILZEAN: Since our last Board
7 meeting, the District has had a few significant
8 developments. First, arrival of Hurricane
9 Idalia. I witnessed the excellence and
10 professionalism of our entire team during the
11 hurricane response. Our director of security
12 and emergency management, Tanya Naylor, led the
13 preparation efforts excellently. Her
14 professionalism set the tone for the entire
15 storm. Our whole team is grateful for your
16 work, Tanya. I don't think you slept in three
17 days. But she never wavered from her mission.

18 Please join me in thanking her and thank
19 you for your work.

20 (Applause.)

21 MR. GILZEAN: While the worst of the storm
22 missed the District, our entire team stood
23 ready and prepared to respond for the worst.
24 Our planning and engineering department
25 inspected approximately two dozen canal gates

1 ensuring the waterways would be free to
2 mitigate the risk of flooding. Our facilities
3 team placed and inspected hundreds of buildings
4 and structures, securing them for impact. As
5 mentioned, Tanya and the rest of the executive
6 team attended security emergency management
7 briefings with the National Weather Service.
8 County officials and other local partners over
9 multiple days bolstered the coordination
10 before, during and after the storm. Our
11 ride-out crew included our director, our acting
12 chief, fire department employees, building and
13 safety service call technicians, and our third
14 shift parking supervisors remained on hand to
15 protect others staying in the District
16 throughout the storm. I even spent the evening
17 in our EOC with our ride-out crew, and that's
18 definitely eye opening, so I welcome my fellow
19 Board members to join me. I know, Ron, you
20 live right up the street.

21 MR. PERI: I will be there. Call me. I
22 will be there.

23 MR. GILZEAN: While I have already called
24 53 of the emergency service personnel who were
25 part of the ride-out teams, I want to thank

1 them personally again in public. Thank you for
2 standing in the gap to protect others. We
3 appreciate you every day, but especially during
4 times of disasters.

5 I also want to acknowledge the District's
6 own John Harvey (phonetic), a firefighter
7 paramedic who served with us since 2012. In
8 addition to his work here, John is a member of
9 the Florida Task Force 4, an elite 120-person
10 team for multiple agencies across Central
11 Florida, which activates when disaster strikes.
12 When Hurricane Idalia struck the Big Bend
13 earlier this month, John was mobilized with a
14 task force and employees to assist those in
15 need. This isn't his first appointment. John
16 has assisted with recovery efforts for
17 Hurricane Michael, Hurricane Ian and even
18 during the Surfside building collapse in 2021.
19 He represents the very best of the District.
20 During each of these deployments, I want to
21 thank him for his commitment to public service.
22 Please join me in a round of applause for John
23 and his dedication.

24 (Applause.)

25 MR. GILZEAN: But the real work begins

1 after the storm. The damage assessment,
2 fortunately there was no significant damage to
3 the District, and in the wake of Hurricane
4 Idalia even better after many discussions with
5 employees and their families, we didn't have
6 anyone who was significantly impacted in terms
7 of property damage or physical harm. Normal
8 District operations resumed at 10:00 a.m. on
9 the day of landfall. Once again, thank you to
10 each of our teams for your dedication.

11 The second item I want to address is
12 related to the annual pass programs. Since the
13 announcement, I have made a concerted effort to
14 listen to staff and take their concerns to
15 heart. I have spoken to approximately over 150
16 individuals since our last Board meeting. As I
17 mentioned earlier, I called 53 members of the
18 fire department. I also attended the building
19 and safety department weekly meeting at the
20 request of the director, Mike Rickeba
21 (phonetic). Mike brought me the concerns of
22 his team related to the changes, and invited me
23 to drop in and listen. We had a thoughtful
24 discussion for over an hour about the passes,
25 but more importantly employee benefits as a

1 whole. Additionally, I had dinner with members
2 of the Fire Station 2, and earlier this week I
3 held my third coffee and conversation event,
4 this time located with our friends in the IT
5 department. And lastly I attended the facility
6 staff meeting and listened to our team members
7 concerns. Our facility director shared how
8 flexible the employee passes and benefits were
9 used to give our own city interns who were here
10 this summer the opportunity to access the
11 parks. I also visited with the fire department
12 employees on September 11th with our hotel
13 partner, the Four Seasons, who participated in
14 the adopt-a-station event, which brought lunch
15 to all personnel at the station, took some time
16 to do a ride-along with our EMS team where I
17 witnessed the professionalism firsthand. I
18 also know many Board members met the staff
19 before today's meeting and heard the countless
20 importance of employee benefits, and as we just
21 witnessed earlier, even among our retirees, as
22 well. But during each of these opportunities,
23 our team members were respectful and passionate
24 and heartfelt. Your message is loud and clear.
25 These benefits are not only personal to you but

1 to your family, and I want to say thank you for
2 sharing your honest thoughts and providing
3 creative solutions. To the end, we are making
4 significant progress in developing reasonable
5 solutions. As previously announced, we intend
6 to substitute the passes with a stipend to
7 allow employees flexibilities. However, we
8 received valuable feedback from the stipend
9 amount, and we are working with the Board of
10 Supervisors to increase the initial proposed
11 amount, and making it more equitable. We
12 expect to unveil these numbers during the
13 September 27th Board meeting. Through our
14 employee listening sessions, I have learned the
15 actual value of the annual pass mitigate
16 program, as they were unassigned to guest
17 passes. This feature allows with the standard
18 annual passes. We are exploring the
19 possibility of allowing our teams to purchase
20 passes directly from the Walt Disney operating
21 participant program to maintain feasibility.
22 The District is currently awaiting answers for
23 some of these questions surrounding the
24 feasibility. I hope to share this additional
25 information as soon as we get it. Once again,

1 our employees are not obligated to purchase
2 passes, but this new program will allow them to
3 choose the best for their current
4 circumstances. I want to express my gratitude
5 for the feedback that we received thus far and
6 to assure you that I am dedicated to developing
7 a satisfactory alternative. Your input is
8 invaluable as we navigate this important issue
9 together. I look forward to continuing this
10 discussion with our team in the future.

11 The third development, which is a really
12 good one, is that I am announcing the promotion
13 of Ms. Susan Higginbotham. She was the
14 director of the finance department for the
15 District, but effective yesterday she has been
16 named the new chief financial officer.

17 (Applause.)

18 MR. GILZEAN: So this is a well-earned
19 promotion, and we are very grateful as a team
20 to have her. Susan has a long history with the
21 District. Her career has progressed
22 beautifully. Her advancement is a testimony to
23 her abilities. She started here career as a
24 meter reader in the utilities division in 1989.
25 And while she went to a school that I would

1 prefer not to name but I will because it's in
2 my script, is that after graduating with her
3 bachelor's degree in accounting from the
4 University of Central Florida, she became a
5 governmental accountant in December of 1995.
6 Now, what is not in my script is that she
7 worked her way through school and used the
8 money from this job to pay for her school, and
9 that just gives you a sense of how hard
10 working, and when Ms. Susan is dedicated to a
11 vision or a goal, she definitely works to
12 achieve it, and she always does it. I am super
13 proud of her. She was eventually named the
14 director of finance in April of 2022, not only
15 as a -- not only is she a certified public
16 accountant, but she is also a certified
17 government financial officer as recognized by
18 the State of Florida. Anyone who has had the
19 privilege of working with Susan knows she is
20 the best of the best. Her attention to detail
21 and commitment to service will undoubtedly keep
22 our District in a strong financial position,
23 and help us to continue to be good stewards of
24 the District's assets.

25 Again, congratulations, Susan.

1 (Applause.)

2 MR. GILZEAN: Lastly, I would like to take
3 a moment to announce a new benefit, which you
4 already heard in our public comments that is
5 being offered to all employees related to
6 cancer diagnosis.

7 Even hearing the word cancer can be very
8 upsetting and can cause a lot of fear. Work is
9 the last thing employees should have to worry
10 about when fighting something as devastating as
11 cancer. In light of that, I am pleased to
12 announce a new policy that gives all employees
13 some peace of mind. All active full time
14 employees, including the firefighters will be
15 eligible to receive their full pay through both
16 short-term and long-term disability payments
17 for the period of time taken off during cancer
18 and recovery treatments following an approved
19 diagnosis. Human resources can provide more
20 information to our nonunion employees. For our
21 employees covered by the collective bargaining
22 agreement, contract language for occupational
23 and nonoccupational medical leave time will
24 apply. I will refer you to your union
25 representative for additional information.

1 At this time, I would like to move on to
2 our second agenda item, which is the Tentative
3 Millage & Budget Presentation. With that, the
4 second order of business is the FY 2024
5 Tentative Millage & Budget Presentation. Susan
6 has worked tirelessly to ensure that our budget
7 figures are up-to-date. She has contacted each
8 of our department heads to make the appropriate
9 adjustments in the 2024 fiscal year.

10 As deliberation continues, Susan, the
11 floor is yours.

12 MS. HIGGINBOTHAM: Good evening, and
13 thank you for everyone coming out to this
14 evening's meeting.

15 As Mr. Gilzean said, I will be covering
16 the tentative millage rate and budget for the
17 general fund and debt service fund.

18 Some of this information is going to be
19 repetitive because we have already seen this
20 two times already. We are required by the
21 State of Florida to have two public hearings,
22 so you will see it again, the final budget on
23 September 27th.

24 I would like to start with the assessed
25 values because that is the basis of our ad

1 valorem tax revenue. For fiscal year 2024, our
2 assessed values are \$15.3 billion. That is an
3 increase of \$1.9 billion over a prior year of
4 13.4. Of that \$15.3 billion, \$265 million is
5 attributable to new construction.

6 Our debt millage rate is going from 4.64
7 down to 3.96, and our operating millage rate is
8 going from 9.26 mills to 8.99 mills.

9 One of the things I am also required in
10 the Florida tentative millage is I have to
11 inform you about the rollback rate. The
12 rollback rate is the millage rate that allows
13 you to collect the same revenue as the prior
14 year with the adjustment for the increase in
15 assessed values. The rollback rate for fiscal
16 2024 is calculated at 8.261 mills. That is
17 8.82 percent over our tentative millage rate of
18 8.99 mills.

19 So this slide is our revenue slide. This
20 has not changed since our proposed budget that
21 you saw in August. We have a total of
22 \$194.5 million in revenue with the majority of
23 that being \$188.4 million collected from ad
24 valorem taxes. The \$5 million permits and
25 fees, you remember I told you we were doing a

1 fee study for our billing and safety
2 department. We want to collect revenue to
3 cover our department, and the amount of the fee
4 changed since July of 2016.

5 Moving to our expenditures, we have a
6 slight decrease from the budget that you saw in
7 August. Our total expenditures were \$191.7
8 million. For our tentative budget, we had
9 \$191.6 million.

10 And I will now briefly describe some of
11 the items. For our labor budget, we have a
12 total number of 410 employees, that includes 14
13 new employees. We have included contractual
14 increases for our bargaining unit as well as
15 implements for our non-bargaining unit.

16 The District does participate in the
17 Florida Retirement System, and as such, we
18 contribute to everyone's salary. For our
19 regular class employees, the increase is going
20 up. The contribution is going up 1.6 percent
21 for a total of 13.57 percent, and for our
22 special risk employees, it is going up
23 4.8 percent, for a total of 32.67 percent.

24 Our other expense is \$62.9 million. This
25 includes all of our planned work projects, our

1 building planned work, roadway planned work,
2 landscaping. This is where it includes our
3 guardrail maintenance that we discussed, our
4 roadway paving, also our drainage maintenance,
5 and this line does include our legal fees.

6 Our capital items, \$6.1 million, this is
7 our pay-as-you-go asset purchases. This does
8 include an ambulance replacement, as well as
9 equipment replacement as allowed, and the fire
10 department, IT upgrades, and a rollover of the
11 entire -- of the environmental sciences
12 building for \$2.9 million.

13 I would also like to report that
14 procurement and fire department are currently
15 working on a contract to order two engines.
16 There is a long lead time of 36 months, so
17 there is no money included in the fiscal year
18 '24 budget. We will have a deposit perhaps
19 showing our fiscal year '25 budget, but we need
20 to get these orders so that they can be built.

21 Fund balance, the Board adopted a new fund
22 balance for the District for the prior Board
23 meeting, and you see in fiscal year '23 our
24 total fund balance we have \$5 million set aside
25 for property appraiser, \$20 million as

1 available fund balance. For fiscal year '24
2 applying our new policy, we have \$2 million set
3 aside for emergency repairs. We have
4 \$6 million set aside for property appraiser
5 settlements. Our intention with the property
6 appraiser is to set aside additional money each
7 year, so when these cases do settle, we will be
8 able to have money set aside for that. And
9 then \$28.7 million available fund balance,
10 which was well above our minimum of two months
11 worth of expenditures.

12 So in conclusion today, we will ask you in
13 our public hearing to vote on the tentative
14 millage rate and tentative budget as presented.
15 Once this meeting is done, tomorrow we will
16 work on our final budget to be presented in two
17 weeks. In between that time, the District will
18 be doing advertising. We are required to
19 advertise a notice of property tax increase,
20 and that is because our millage rate is above
21 the rollback rate. We will also be advertising
22 a budget summary of statement of tax increase,
23 and that is because our expenditures for '24
24 are higher than our expenditures for '23.
25 These advertisements, again, are required by

1 the State of Florida. They will be advertised
2 five days before our final meeting, and we will
3 be advertising those in the Orlando Sentinel.

4 And with that, that is my presentation on
5 the tentative budget and millage.

6 MR. LANGLEY: There is no new business on
7 the agenda; we will go right into the public
8 hearings.

9 CHAIR GARCIA: Before you get to that --

10 MR. GILZEAN: I am included, yes, sir.

11 CHAIR GARCIA: I do have a couple of
12 comments. I don't know if my fellow Board
13 members have any comments or questions about
14 the management report.

15 First of all, Mr. Holland, having heard
16 Mr. Gilzean's presentation about the
17 sensitivity that we have to our employees, are
18 you satisfied that we are evaluating all this,
19 and there have been no decisions made, and we
20 are going to do what we think is fair?

21 MR. HOLLAND: I like what I have heard.
22 Thank you. I think we are on the right path.

23 CHAIR GARCIA: Thank you for your
24 comments.

25 And I have got to make some comments

1 relative to Susan. You know, I live in the
2 financial world, and I deal with CFOs, and I
3 deal with financial people, and I have had the
4 opportunity to work with Susan on a number of
5 matters, and I have been just incredibly
6 impressed with her, not just her talent, but
7 her attitude and her work ethic. Just her
8 attitude, eager to please, and then I think I
9 referred to her last time as a spreadsheet
10 whiz, so just been totally impressed with her.
11 And if you have worked with Susan, you know she
12 is a very endearing person, so you naturally
13 learn to love her very quickly. And so as a
14 Board, our job is not just to promote someone
15 because they are endearing, and because you
16 love them, but you have to make sure that they
17 are qualified. And you may recall that early
18 on when shortly after this Board was appointed,
19 we brought in a national financial adviser,
20 PRAG, to come in and help us because we had a
21 vacancy in the CFO position. You may recall
22 that one of the things we asked PRAG was to go
23 through and give us an analysis and
24 recommendations on filling the CFO position.
25 And so to make sure that we had a -- that the

1 Board made sure that we had an objective
2 analysis of whether Susan was the best
3 candidate, okay, we met with our financial
4 adviser and had them go through an analysis of
5 Susan. And they have known Susan for years.
6 They have worked with Susan. So all the
7 subjective endearment that she brings was put
8 aside, and we got a completely objective
9 analysis from a national financial adviser, and
10 the report we got is you can't do any better
11 than Susan.

12 And so, Susan, you -- this wasn't given to
13 you. This was something that you earned and
14 you deserved, and I think it's wonderful that
15 you are the most qualified for this position,
16 and I also think it's great that we have a
17 woman in a senior executive position. And,
18 Susan, it's a big deal. You are the CFO of a
19 significant government agency in the State of
20 Florida, and I want to, on behalf of our Board,
21 I want to congratulate you and thank you.

22 (Applause.)

23 CHAIR GARCIA: And I do have some new
24 business before we get to the resolutions. I
25 would like to briefly comment on Disney's and

1 their lawyers' litigation tactics in the
2 federal lawsuit that they filed against this
3 Board. Last week the Walt Disney Corporation
4 eliminated components of its own litigation
5 against the Central Florida Tourism Oversight
6 District in Federal Court. Those who have not
7 been following this matter could be forgiven
8 for not immediately grasping the import of
9 Disney's action, but that action in the legal
10 world constitutes, if not an earthquake, at
11 least a major tremor. This was indeed an
12 extraordinary concession on the part of Disney.
13 Disney backtracked effectively conceding that
14 it never should have filed the four federal
15 causes of action against this Board in Federal
16 Court.

17 To be clear, and I want to be clear on
18 this because I have spoken to this before, the
19 dispute between Disney and the Board only
20 involves contracts, contracts that the
21 corporation, Disney, entered into with our
22 predecessor, The Reedy Creek Improvement
23 District. As such, it has nothing to do with
24 the dispute between Disney and Governor
25 DeSantis over legislation. Disney knew full

1 well that these are two independent matters,
2 that having suddenly found itself on its heels
3 this past spring, it desperately desired a
4 national forum to lash out. In turn, it
5 dragged this Board into Federal Court in
6 Tallahassee. That decision was not only an
7 insult to the people of Florida, but also to
8 the taxpayers of this District who are
9 incurring legal costs of that unnecessary
10 battle. In retrospect, Disney's retraction has
11 proven a mockery of the legal system. It is --
12 it's a noteworthy event when lawyers
13 voluntarily dismiss causes of action against
14 defendants, which is what Disney did with
15 respect to this Board last week. In doing so,
16 Disney has all but admitted it knew that the
17 federal charges against this Board were bogus,
18 and moreover that the filing of them
19 constituted a publicity stunt, not to mention a
20 public one that took place at the expense of
21 both the integrity of the legal system and of
22 the economic interest of the taxpayers in this
23 District. This Board is also fully confident
24 when all is said and done the 11th hour
25 agreements will fall by the same wayside as

1 their dismissed federal complaint.

2 It's worth quickly reminding the public
3 how we arrived at this point. Disney exploited
4 the generosity of the people of Florida over
5 the years through the 1967 Reedy Creek
6 Improvement Act. What worked in the early
7 years to spark economic development in Central
8 Florida later proved to be an urban planning
9 quagmire with horrific governance practices. A
10 light was finally shined on the problem, and
11 Disney got caught. Disney used the 1967 Act to
12 establish footing in Central Florida to
13 minimize, if not eliminate, all hurdles in its
14 campaign to mow the District to serve the best
15 interest of Disney at the expense of the public
16 good. All along the way it seized control of
17 the local government through a variety of
18 unsafe reamings. Politely -- and I say
19 politely -- The Reedy Creek Improvement
20 District could have been described as a quote
21 "public private partnership" closed quote. In
22 reality, in terms of scope and scale, it became
23 one of the greatest examples of corporate
24 cronyism in modern American history.

25 After the establishment of the Central

1 Florida Tourism Oversight District in April,
2 this Board has acted swiftly and effectively to
3 make sure the operations of the District are
4 promoting the public good. One of our focuses
5 has been to institute transparency and
6 appropriate governance practices, which were
7 sorely lacking in the governance of this
8 District by the old Reedy Creek Board for more
9 than half a century.

10 We as a Board are tremendously proud of
11 what we have accomplished in a short period of
12 time. And we are eager to continue our work on
13 behalf of residents, employees, tourists, and
14 all of our constituents to function as an
15 independent government.

16 I didn't think that this meeting should go
17 without my making sure because I understand
18 that some people don't appreciate the fact that
19 Disney did sue us in Tallahassee, did sue us in
20 Federal Court, did have some ugly allegations
21 against this Board, and lo and behold just last
22 week they just dismissed all those complaints.
23 It gives you a perspective on the litigation
24 tactics that they have used.

25 So with nothing further on that point,

1 unless my fellow Board members have any
2 comments, we will move to the next agenda item.

3 On public hearings, Mr. Langley, let's
4 first go to Resolution 648.

5 MR. LANGLEY: Resolution 648, a resolution
6 of the Central Florida Tourism Oversight
7 District for the adoption of the tentative
8 millage rate for the fiscal year 2024.

9 The Central Florida Tourism oversight
10 District through the Board of Supervisors
11 through the adoption of this resolution hereby
12 intends to levy an operating millage rate of
13 \$8.9900 per \$1,000 in assessed value for fiscal
14 year 2024, which is 8.82 percent more than the
15 rollback rate of 8.2610 computed pursuant to
16 Florida Statutes 200.065.

17 The Central Florida Tourism Oversight
18 District through its Board of Supervisors also
19 hereby intends through the adoption of this
20 resolution to levy the debt service millage
21 rate of \$3.9600 per \$1,000 of assessed value
22 for fiscal year 2024, thereby levying a total
23 millage rate of \$12.9500 per \$1,000 in assessed
24 value for the fiscal year 2024.

25 This is a public hearing. We would, of

1 course, ask if any members of the public want
2 to speak on this particular item at this time?

3 CHAIR GARCIA: Is there anyone that wants
4 to speak to this?

5 If not, is it appropriate at this point,
6 Mr. Langley we ask for a motion?

7 MR. LANGLEY: Unless there is any
8 discussion or questions amongst the Board
9 members, that is appropriate.

10 CHAIR GARCIA: We will do discussions
11 first. Are there any discussions or questions
12 by the Board members?

13 MR. PERI: Just one question, okay? So we
14 still have a small -- not so small -- but
15 unresolved issue as far as how we are handling
16 the past that could affect to some degree the
17 millage rate; is that correct? Or can we
18 believe that's the final budget going forward?

19 CHAIR GARCIA: Wrong guy. We got Susan
20 here for that.

21 Susan, can you address that, please?

22 MS. HIGGINBOTHAM: Yes, the operating
23 millage rate of 8.99 should take into account
24 proposals that Glen and I have been looking at,
25 so, we want to make sure it will be within that

1 millage rate.

2 CHAIR GARCIA: Thank you.

3 MR. AUNGST: The answer is the budget and
4 millage rate will not be finalized until the
5 final vote on September 27th.

6 MR. GILZEAN: That is correct.

7 MR. PERI: That's what I thought. Great.
8 Thank you for confirming that.

9 CHAIR GARCIA: Any other comments or
10 questions? Hearing none, is there a motion --
11 yes, ma'am.

12 MS. MUNOZ: I have one question.

13 CHAIR GARCIA: Yes, ma'am.

14 MS. MUNOZ: I am with WESH 2 News. I just
15 want to ask. What is there --

16 CHAIR GARCIA: If you would just state
17 your name for the record.

18 MS. MUNOZ: Luana Munoz. You said there
19 were some things to consider for the employees
20 with the pass holding.

21 MR. PERI: Oh, that's really what we were
22 discussing earlier just because it hasn't been
23 finalized, that's all.

24 MS. MUNOZ: What would you consider? What
25 else is there to consider?

1 MR. GILZEAN: Well, so this particular
2 forum is intended to address the members of
3 the -- as relates to the motion. What we can
4 do because you are asking more of a press
5 question, I will be able to address all press
6 concerns after.

7 MS. MUNOZ: I am asking the Board
8 directly.

9 MS. ZIEGLER: Usually just the opportunity
10 to hear the comments on the millage rate and
11 budget versus a dialogue for decorum purposes.

12 MR. AUNGST: The public comment period is
13 so that we can get the opinion of the public on
14 the agenda item.

15 MS. MUNOZ: I am the public.

16 MR. AUNGST: But you are not giving us
17 your opinion. You are asking a question, so
18 Mr. Chair can address that.

19 CHAIR GARCIA: Let me just -- I have said
20 this before, and I think you may have been one
21 of the reporters that reported it. I said that
22 public comment is a time for us to be like
23 Mickey Mouse, all ears. It's not a time for us
24 to respond to questions. And that is the
25 rules, okay? And so, you know, we are here to

1 accept comments, and we are here to listen and
2 to take things into consideration, but public
3 comments is not a time for the Board to respond
4 to any questions. If it were, we would just be
5 here until midnight, so that's just not our
6 policy, I'm sorry.

7 But as what Mr. Gilzean said --

8 MR. GILZEAN: I will answer the questions
9 during the press conference.

10 MR. AUNGST: He will be available after
11 the response.

12 MS. MUNOZ: You have an opportunity now.

13 MR. AUNGST: Mr. Chair, I move to approve
14 Resolution No. 648.

15 CHAIR GARCIA: Ma'am, I think I made it
16 clear what our rules are, okay? Have I been
17 clear?

18 MS. MUNOZ: Yes.

19 CHAIR GARCIA: Thank you.

20 So is there a motion?

21 MR. AUNGST: Yes.

22 CHAIR GARCIA: Is there a second?

23 MS. ZIEGLER: Second.

24 MR. BARAKAT: I will second it.

25 CHAIR GARCIA: Okay. Charbel, we will put

1 you in for a second there.

2 Any further discussion? All in favor
3 indicate by saying aye.

4 THE BOARD: Aye.

5 CHAIR GARCIA: Any opposed?

6 MR. BARAKAT: Aye.

7 CHAIR GARCIA: You are in favor, right,
8 Charbel?

9 MR. BARAKAT: Yes, sir, I am.

10 CHAIR GARCIA: Okay. Let the record
11 reflect the motion passes unanimously.

12 Let's move to Resolution No. 649.

13 MR. LANGLEY: Resolution No. 649,
14 resolution of the Central Florida Tourism
15 Oversight District for the adoption of the
16 tentative budget for the fiscal year 2024. The
17 Central Florida Tourism Oversight District set
18 forth the appropriations for the tentative
19 budget of fiscal 2024 in the amount of
20 \$228,329,542, and that Central Florida Tourism
21 Oversight District hereby through the adoption
22 of this resolution by the Board of Supervisors
23 adopts the tentative budget for the fiscal year
24 2024. Thank you.

25 CHAIR GARCIA: And at this point, do we

1 ask for any public comments, as well?

2 MR. LANGLEY: Yes, this is also a public
3 hearing. If there are any comments by members
4 of the public, you are welcome to make them at
5 this time.

6 CHAIR GARCIA: Any public comments?

7 Hearing none, is there a motion?

8 MR. AUNGST: Move approval of Resolution
9 No. 649.

10 CHAIR GARCIA: Is there a second?

11 MS. HIGGINBOTHAM: Second.

12 CHAIR GARCIA: Any discussion?

13 Hearing none, all in favor indicate by
14 saying aye.

15 THE BOARD: Aye.

16 CHAIR GARCIA: Any opposed?

17 Let the record reflect, the motion passes
18 unanimously.

19 Next we will move on to unfinished
20 business. Is there any unfinished business or
21 other business that needs to be discussed
22 today?

23 MR. AUNGST: Mr. Chair, not to belabor the
24 meeting, but I did just want to make a few
25 comments, closing comments.

1 First, I want to give a sincere thank you
2 to our administrator, Mr. Gilzean, our men and
3 women of the District, including our first
4 responders of the fire department for your
5 preparation and your readiness for the
6 hurricane. Thank God it did not have a
7 significant impact on us, but I appreciate all
8 of the effort that you do to secure the
9 District and to secure our constituents and our
10 stakeholders, and I greatly appreciate that.

11 I want to thank -- congratulate Susan, and
12 thank her for an excellent budget preparation.
13 I am looking forward to finalizing it with you.

14 I want to thank Mike with Environmental
15 Services for hosting me today with his
16 employees. We had a very robust discussion on
17 the passes program, and it is 100 percent clear
18 to us that we are going to get a good
19 resolution for our employees and for our
20 retirees, and we have all been working on that.
21 As you all know, we can't talk to each other
22 individually outside this meeting, but I know
23 that we have all been working on it, Chairman
24 Garcia, and the rest of the Board, and I know
25 that the other Board members also met with

1 other employees. I also had the opportunity to
2 meet for a second time with the men and women
3 of Fire Station No. 3. I didn't get quite as
4 much time with them as Environmental Services,
5 but this is an issue that we are going to
6 resolve, and we are going to get a positive
7 resolution to, and I look forward to the next
8 meeting and moving forward together onwards and
9 upwards. Thank you.

10 MR. ZIEGLER: Mr. Chairman.

11 CHAIR GARCIA: Yes.

12 MR. ZIEGLER: Mr. Aungst made some
13 comments which I would echo, and similarly I
14 had the opportunity to meet with staff, and I
15 really appreciate your candidness, and I know
16 this is a very unique -- to say the least, this
17 is an incredibly unique situation I think from
18 on this side of the table and that side of the
19 table, and I can tell you confidently that
20 everyone is very focused on maintaining the
21 high caliber of this entire District, but also
22 celebrating the amazing work that you guys do.
23 Mr. Peri mentioned elite, and I think that is a
24 perfect word.

25 I think Susan after an independent review

1 elevating to CFO just is a testament to
2 reaffirm the caliber of the people and the
3 staff and level of expertise that truly exists
4 inside this District and staff, it's very
5 evident. But it's not lost on me on how
6 challenging and unique this time is. And so
7 with that, I think that we were talking about
8 unknowns, and that can make people
9 uncomfortable, but I do want to, again, share
10 my commitment to ensuring that we find a
11 resolution to this. Change is hard, and we
12 have to fall within some unique lines where we
13 reestablish a very, very, very unique
14 situation.

15 And I appreciate Chairman Garcia and
16 Mr. Gilzean for your level of work that you
17 guys have put into this, again, to try to, for
18 lack of a better term unravel this while amidst
19 litigation.

20 So I just want to, again, share the
21 conversations we have had this afternoon. They
22 mean a lot. I know I have seen the passion
23 that each of you guys put into your work, and
24 it's not something -- we seek to maintain and
25 lift up those kind of benefits as best as

1 possible, and be very transparent within the
2 means that we are able to. So I appreciate
3 everything -- and again, I appreciate the
4 candor today. It was very, very -- that is how
5 progress is made. So thank you very much.

6 CHAIR GARCIA: Thank you for those
7 comments.

8 Any further comments from my fellow Board
9 members?

10 MR. PERI: Yeah, I would like to just add
11 one thing. In addition to everything they have
12 said, in this workup to the finalization of the
13 budget, the amount of extra hours that the
14 people in the District are working are pretty
15 extraordinary. And I know I have spoken to a
16 few well after hours, and have gotten calls
17 from Mr. Gilzean pretty late, and I have to
18 say, you know, you have to go to sleep before
19 you can get up tomorrow morning. You know, so
20 I just want to say we are so fortunate to have
21 such a level of commitment amongst the
22 employees. I also want to recommend, make sure
23 you take good care of your families, but thank
24 you.

25 CHAIR GARCIA: Any further comments from

1 my fellow Board members?

2 MR. BARAKAT: Mr. Chair, we might as well
3 make it a clean sweep from the voice in the
4 sky, but thank you everyone for your patience
5 with my technological distance. No. 1 -- just
6 three quick things: One, echo the comments.
7 We have got a tremendous team at the District
8 from Mr. Gilzean on down. I appreciate all
9 their help.

10 Two, big congratulations to Susan on her
11 well-deserved promotion.

12 And three, I would like to just note my
13 appreciation for the pastor's invocation.

14 And also add, go Dolphins.

15 CHAIR GARCIA: Thank you very much fellow
16 Board members for those comments. Those are
17 right on the mark.

18 Is there any new business or other
19 business we need to discuss?

20 If not, we will stand adjourned.

21 Thank you for all joining us today.

22 (Time ended 6:05 p.m.)

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CERTIFICATE OF REPORTER

STATE OF FLORIDA:
COUNTY OF ORANGE:

I, TARA K. SLOCUM, RPR, CRR, CSR, Court Reporter and Notary Public, certify that I was authorized to and did stenographically report the foregoing proceedings and the transcript is a true and accurate record of my stenographic notes.

DATED this 15TH day of SEPTEMBER 2023.



TARA K. SLOCUM, RPR, CRR, CSR
Court Reporter

Central Florida Tourism Oversight District

Board of Supervisors

Agenda Item 6.2

Page 1 of 1

Meeting Date	
September 27, 2023	
Agenda Item Name	
Proclamation for Building Official, Director of Building & Safety Mike Rickabaugh	
Requested Action	
Approval of Proclamation for Building Official, Director of Building & Safety Mike Rickabaugh	
Staff Report	
Mike Rickabaugh is retiring on September 8, 2023 after 20 years of service to the District.	
Additional Analysis	
None	
Fiscal Impact Summary	
None	
Exhibits Attached	
1. Proclamation for Mike Rickabaugh, Building Official, Director of Building & Safety	

Proclamation

WHEREAS, Mike Rickabaugh, who served the Central Florida Tourism Oversight District (formerly known as 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 Director of Building and Safety, and

WHEREAS, Mike Rickabaugh is being recognized and thanked for his outstanding performance, exemplary dedication, and willingness to serve the District; and

WHEREAS, the members of the Board of Supervisors of the Central Florida Tourism Oversight District feel that Mike Rickabaugh merits and deserves the plaudits and appreciation of the Central Florida Tourism Oversight District;

NOW, THEREFORE, the Board of Supervisors of the Central Florida Tourism Oversight District assembled in regular session this 23rd day of August 2023, do hereby proclaim and express sincere appreciation and gratitude to Mike Rickabaugh for his outstanding service and dedication to the Central Florida Tourism Oversight District;

This Proclamation shall be set forth in full upon the minutes of this meeting and a certified copy of the same be presented to Mike Rickabaugh from the Board of Supervisors of the Central Florida Tourism Oversight District.

ADOPTED this 23rd day of August 2023.

By: _____
Martin Garcia, Chair of the Board of Supervisors

ATTEST:

Glenton Gilzean, Jr., District Administrator

Central Florida Tourism Oversight District

Board of Supervisors

Agenda Item 6.3

Page 1 of 1

Meeting Date	
September 27, 2023	
Agenda Item Name	
Purchase of two Monarch Extreme Duty Fire Engines from Sutphen Corporation in the amount of \$1,804,080	
Requested Action	
Staff Report	
Additional Analysis	
Please see attached....	
Fiscal Impact Summary	
Exhibits Attached	
Please see attached detailed pages regarding this contract.	

CENTRAL FLORIDA TOURISM OVERSIGHT DISTRICT

BOARD OF SUPERVISORS REPORT

Board Meeting Date: 09/27/2023

Subject:

Presented By: Eric Ferrari, Acting Fire Chief

Department: Fire Services

STAFF RECOMMENDATION (Motion Ready): Approve Agenda Item # 6.3 the purchase of two (2) Monarch Extreme-Duty Fire Engines from Sutphen Corporation in the amount of \$1,804,080.

RELEVANT STRATEGIC GOALS: Operational Excellence

PROOF OF PUBLICATION: N/A

BACKGROUND:

Reedy Creek Fire Department owns and operates a fleet of four (4) frontline fire engines to provide the Department with fire suppression capabilities. Frontline fire engines are on an approximate 10 year frontline life schedule, but not more than 15 years in frontline service. This refresh schedule is affected by several key factors including mileage, pump hours, maintenance and repair history, and significant changes (specifically to safety standards) to NFPA 1901 (National Fire Protection Association) - the Standard for Automotive Fire Apparatus. After frontline service, engines move into a reserve status where they can be utilized while frontline engines are being serviced, or for up staffing needs. All fire suppression apparatus should be retired after 20 years of life. These new engines will replace frontline units Engine 31 (2015) and Engine 11 (2014). Expected delivery is in FY2027 (February 2027).

FINDINGS AND CONCLUSIONS:

The District has purchased new fire engines from two competitor manufacturers – Sutphen and Pierce. Both companies submitted proposals for new engines that met minimum specifications. Engines will be required to meet new EPA engine emissions requirements since they will deliver after 2024. With these new requirements, both manufacturers provided comparable pricing. However, Sutphen has significant differences in specifications that place it as a more desirable choice.

The Sutphen has increased water storage capacity (750 gallons of water on board vs. 500 gallons for the Pierce), significant additional cabinet storage space, and has a better build quality (double cabinet walls vs. single walls, etc.). Also, per Fleet Services, Sutphen has a local repair representative and can be on site quickly, compared to a regional repair center for Pierce, while acceptable, is not as efficient as a local repair technician. It is also important to remain with a single manufacturer whenever possible for operator familiarity and safety and crew familiarity with equipment locations.

FISCAL IMPACT:

Funding for this purchase will be budgeted for FY2025 in Account 124-001-5609506-522 in the amount of \$902,040; and FY2026 in the amount of \$902,040.

PROCUREMENT REVIEW:

This purchase has been reviewed and approved for compliance with the District's procurement policies.

LEGAL REVIEW:

This agenda item has been reviewed by the District's General Counsel.

ALTERNATIVE:

- Deny
- Amend
- Table

SUPPORT MATERIALS:

Contract – Sutphen Corporation (PDF)



Date: September 27, 2023

The Sutphen Corporation
6450 Eiterman Road
Dublin, OH 43016

ORDER # DQ016423-1
CONTRACT# C006458
PROJECT: PURCHASE OF TWO SUTPHEN MONARCH EXTREME DUTY ENGINES

Dear Mr. Lombardo:

Please find the attached referenced Agreement which establishes the terms and conditions governing the Work that The Sutphen Corporation will perform for Central Florida Tourism Oversight District pursuant to the referenced project.

The following key items are applicable to this Agreement:

- a. The amount of this Agreement is fixed and final.
- b. There shall be one interim payment and one final payment following the completion and delivery of vehicles, and Owner's final acceptance of the vehicles.

The process for receiving payment pursuant to this Agreement is as follows:

- (1) 50% of the total cost can be billed **on October 1, 2024**, and the 50% balance remaining after final delivery of the engines. Please provide your invoices to the Owner's Representative at the following address:

Central Florida Tourism Oversight District
Attention: Accounts Payable
P.O. Box 690519
Orlando, Florida 32869
All invoices shall be sent to AP@rcid.org

Should you have any questions or require further clarification of the above, please contact the undersigned at telephone (321) 347-2168 or e-mail tkimball@rcid.org:

Sincerely,
Tiffany Kimball
Tiffany Kimball
Contracting Officer

AGREEMENT

Central Florida Tourism Oversight District (the "Owner"), whose mailing address is P.O. Box # 690519, Orlando, Florida 32869, and **The Sutphen Corporation** (herein referred to as the "Contractor"), whose mailing address is 6450 Eiterman Road, Dublin, OH 43016 agree as follows:

1. The Contractor shall furnish the following firefighting equipment:
Two (2) Sutphen Monarch Extreme Duty Engines.
2. The Owner's designated representative for purposes of this Agreement is **Eric Ferrari**, Acting Fire Chief, whose mailing address is P.O. Box 690519, Orlando, Florida 32869, and who shall act as the Owner's authorized representative (herein referred to as the "Owner's Representative"); provided, however, that the Owner may, without liability to the Contractor, unilaterally amend this Article from time to time by designating a different person or organization to act as its representative and so advising the Contractor in writing, at which time the person or organization so designated shall be the Owner's Representative for purposes of this Agreement. Except as otherwise provided in this Agreement, and until the Contractor is notified in writing to the contrary, all actions to be taken by, all approvals, notices, consent, directions and instructions to be given by, all notices and other matters to be delivered to, all determinations and decisions to be made by and, in general, all other action to be taken by, or given to, the Owner shall be taken, given and made by, or delivered or given to, the Owner's Representative in the name of and on behalf of the Owner; provided, however, that the Owner (and not the Owner's Representative) shall be solely obligated to the Contractor for all sums required to be paid by the Owner to the Contractor hereunder.
3. The Owner shall pay for two (2) Sutphen Monarch Extreme Duty Engines the total sum of **ONE MILLION, EIGHT HUNDRED FOUR THOUSAND EIGHTY AND ZERO ONE-HUNDREDTHS DOLLARS (\$1,804,080.00)** paid with an initial interim payment of **\$902,040.00 on October 01, 2024**, and the remaining sum of \$902,040.00 when the engines are delivered and accepted by Owner. This amount will cover the Contractor's profit, general overhead and all other costs and expenses of any nature whatsoever (including, without limitation, taxes, labor, and materials) incurred by the Contractor in connection with the performance of the Work.
4. The Work is expected to be completed **within 48 months of the effective date** of this Agreement; however, there is no guaranteed delivery date, nor shall any funds be required from Owner until delivery is made.
5. The Contractor warrants that: (a) it is duly licensed and skilled to perform the work; and (b) the work shall be performed in a workmanlike manner, is free from defects, and conforms with the Contract Documents.
6. Acceptance of final payment by the Contractor for this work shall constitute fully and forever releasing, acquitting and discharging the Owner and its Board of Supervisors, and the Owner's Representative and agents, from all manner of action and causes of action, suits, claims judgments, damages and rights whatsoever in law or in equity, without limitation, any and all liability arising out of or in connection with all the work, labor, materials furnished, performed or provided with this Contract.
7. This Agreement shall be construed in accordance with and regulated under and by the laws of the State of Florida. Venue for any legal action authorized hereunder shall be in Orange County, Florida, and jurisdiction shall be vested exclusively in the Circuit Court of the Ninth Judicial Circuit in and for Orange County, Florida or, if appropriate, in the Federal District Court for the Middle District of Florida, Orlando Division.
8. It is understood and agreed that Contractor is acting as an independent contractor in the performance of its work, and nothing herein contained shall be deemed to create an agency relationship between Owner and Contractor.
9. The Contractor shall, at its cost and expense, comply with all federal, state and local laws, ordinances, codes, rules and regulations, and all applicable building codes.

10. **TERMINATION**

Anything herein to the contrary notwithstanding, the Owner may, in its sole discretion and with or without cause, have the right to suspend or terminate this Agreement upon seven (7) days prior written notice to Contractor. In the event of termination, Owner's sole obligation and liability to Contractor, if any, shall be to pay to Contractor that portion of the fee earned by it, plus any earned amounts for extra Services performed through the date of termination.

11. **E-VERIFY COMPLIANCE**

The Contractor and its subcontractors warrant compliance with all federal immigration laws and regulations that relate to their employees. The Contractor agrees and acknowledges that the Owner is a public employer that is subject to the E-verify requirements as set forth in Section 448.095, Florida Statutes, and that the provisions of F.S. Sec. 448.095 apply to this Agreement. Notwithstanding the provisions of Section 20 hereof, if the Owner has a good faith belief that the Contractor has knowingly hired, recruited or referred an alien who is not duly authorized to work by the immigration laws of the Attorney General of the United States for employment under this Agreement, the Owner shall terminate the Agreement. If the Owner has a good faith belief that a subcontractor performing work under this Agreement knowingly hired, recruited or referred an alien who is not duly authorized to work by the immigration laws or the Attorney General of the United States for employment under this Agreement, the Owner shall promptly notify the Contractor and order the Contractor to immediately terminate the contract with the subcontractor. The Contractor shall be liable for any additional costs incurred by the Owner as a result of termination of a contract based on Contractor's failure to comply with E-verify requirements referenced herein.

IN WITNESS WHEREOF, the parties have caused this Agreement to be duly executed effective as of _____.

CONTRACTOR: THE SUTPHEN CORPORATION

Signature: _____
Print Name: _____
Title: _____
Date: _____

OWNER: CENTRAL FLORIDA TOURISM OVERSIGHT DISTRICT

Signature: _____
Print Name: Martin Garcia
Title: Board Chair
Date: _____



PROPOSAL

TO THE:

Central Florida Tourism
Oversight District
Procurement Dept
1900 Hotel Plaza Blvd
Lake Buena Vista, FL 32830

DATE: September 6, 2023

We hereby propose and agree to furnish the following firefighting equipment upon your acceptance of this proposal:

Two (2) Sutphen Monarch Extreme Duty Engine Complete and Delivered for the

Total Sum of \$ 1,804,080.00

The units shall be manufactured completely in accordance to the following proposal and delivered in approximately **42-48 months** from the date of the contract signing or purchase order, subject to delays from all causes beyond our control.

This proposal shall be valid for thirty (30) days. If the contract or purchase order is not received within this proposed duration, we reserve the right to extend, withdraw, or modify our proposal, including pricing and delivery times.

Should any changes be required as mandated by NFPA, EPA, or other Federal, State or Local Governments, or changes due to part availability or vendor relationships, such changes shall be documented on a change order and purchaser shall be responsible for additional charges as applicable. These may include but are not limited to changes that affect the major vendors of the fire apparatus industry such as pump manufacturer, seat manufacturer, electrical power supplies (generators) and powertrain (engine & transmission).

Respectfully submitted,

Guy Lombardo
South Florida Emergency Vehicles
Authorized Representative- Sutphen Corporation

Please Issue Purchase Order to:

SUTPHEN CORPORATION

6450 Eiterman Road | Dublin, OH 43016 | 1-800-848-5860



Sutphen
Component Report
 Dealership: South Florida
 Emergency Vehicles

**HS- Central Florida Tourism Oversight District,
 Florida**
Program 1 Pumper

Order#: DQ016423-1
 Contact: Eric Ferrari
 Position: Acting Fire Chief
 Phone:
 Mobile: 4074689807
 Email: eferrari@rcid.org

Bill To	Ship To
Customer: Central Florida Tourism Oversight District Contact: Eric Ferrari, Acting Fire Chief Address: Procurement Dept Lake Buena Vista, Florida 32830	Customer: Central Florida Tourism Oversight District Contact: Eric Ferrari, Acting Fire Chief Address: Procurement Dept Lake Buena Vista, Florida 32830

Comments
Project Manager: Sales Person: Guy Lombardo Revision Level: Truck Type: Body Facility:

Quote Line Number 1

Line	Item #	Qty	Item Description/Comments
1		1	**ENG Graphics = Dealer supplied graphics will be provided for all options except rear chevrons.
2		1	**ENG Facility = Urbana Pumper Division
3		1	**ENG Truck Series = Program 1
4		1	**ENG Electrical System = Point-to-Point
5	10000225	1	STD WIRING SCHEMATIC (USB)
6	10000311	1	FINAL INSPECTION TRIP
7	10310100	1	CHASSIS
8	10010001	1	CHASSIS, CUSTOM
9	51070199	1	WHEELBASE = 199
10		1	**ENG PTA Number = TBD
11	25010255	1	FRAME, 10" DOUBLE RAILS, DOMEX, SINGLE AXLE (110K PSI)
12	45040100	1	FRONT BUMPER CLIP
13	45010001	1	FRONT TOW EYES, BELOW BUMPER, PAINTED

Line	Item #	Qty	Item Description/Comments
14	46010000	1	REAR TOW EYES, PAINTED
15	40010250	1	STEERING - ROSS TAS-85
16	22010050	1	DRIVE LINE, SPICER, 1810 SERIES
17	23015100	1	ENGINE, CUMMINS X 10 450HP DOC-DPF-DEF-SCR OBD
18	23029200	1	ENGINE WARRANTY, 5 YEAR, 100,000 MILES FOR CUMMINS (X SERIES)
19	23029400	1	AFTERTREATMENT WARRANTY, 5 YEAR, 100,000 MILES FOR CUMMINS (X SERIES)
20	23030006	1	AIR INTAKE/EMBER SEPARATOR
21	23031176	1	FUEL FILTER/WATER SEPARATOR, PRIMARY, FLEETGUARD FUEL PRO FH230
22	23031220	1	FUEL FILTER, SECONDARY, FLEETGUARD, FF5825NN
23	47012520	1	TRANSMISSION, ALLISON GEN 6, EVS4000 (X SERIES)
24	23110000	1	JACOBS ENGINE BRAKE
25	47024050	1	TRANSMISSION COOLER
26	47030000	1	ALLISON TOUCH PAD SHIFTER
27	47030150	1	SHIFTER PAD GEARING, 5 GEARS OPEN, 6TH GEAR LOCKED
28	21021200	1	COOLING SYSTEM
29	21030195	1	COOLANT FILTER
30	21030000	1	FAN CLUTCH
31	21030200	1	RADIATOR COOLANT RECOVERY, PRESSURIZED SYST
32	26010000	1	FUEL TANK, STEEL, 65 GALLON
33	26030000	1	FUEL FILL
34	26030100	1	FUEL COOLER
35	24040000	1	DIESEL EXHAUST FLUID TANK
36	13010225	1	ALTERNATOR, LEECE NEVILLE 420 AMP BLP4003
37	13030100	1	LOW VOLTAGE ALARM, FLOYD BELL TXB-V86-515-QF
38	15010500	1	BATTERIES, INTERSTATE TYPE 31 MHD (4)
39	15031700	1	BATTERY JUMPER TERMINALS
40	15031510	1	BATTERY CHARGER, KUSSMAUL CHIEF 4012

Line	Item #	Qty	Item Description/Comments
41		1	**ENG Battery Charger Note: Chassis Division to provide/install battery charger & Auto Eject (if applicable)
42	15030465	1	120V SHORELINE INLET, KUSSMAUL SUPER 20 AUTO EJECT W/ OLED DISPLAY 091-55-266-XX
43		1	**ENG Shoreline Inlet Location = Driver's side of Cab, standard location.
44	14022120	1	FRONT AXLE, HENDRICKSON STEERTEK NXT 20,000 LB.
45	41022120	1	FRONT SUSPENSION, HENDRICKSON 20,000 LBS. (4) 56" LEAFS
46	41040510	1	STEER ASSIST
47	43010310	1	FRONT TIRES, MICHELIN 385/65R22.5 LRL X MULTIWAY HD XZE 22.5 x 12.25 WHEELS
48	14510520	1	REAR AXLE, MERITOR RS-24-160 24,000 LB.
49	14530100	1	TOP SPEED, 68 MPH
50	42010010	1	REAR SUSPENSION, FIREMAAX 24,000 LBS. AIR RIDE
51	44010350	1	REAR TIRES, MICHELIN 12R22.5 LRH XZE HIGHWAY 24,000 - 27,000 GVWR
52	42910300	1	TIRE PRESSURE MONITOR, QUICK PRESSURE
53	44210200	1	WHEELS, ALUM, ALCOA (max 27K rear)
54	44270100	1	HUB COVERS, FRONT & REAR, POLISHED STS (Single Axle)
55	44270300	1	CHROME LUG NUT CAPS, FRONT & REAR (Single Axle)
56	44271100	1	MUD FLAPS, FRONT (PAIR)
57	44271200	1	MUD FLAPS, REAR (PAIR)
58	44088888	1	SPECIAL ITEM, PHEONIX BRAND HUB COVER PART # Q2010
59		1	**CLAR NOTES, Special Item, Install Pheonix Brand Rear Hub Covers In Place Of Standard Part # Q2010
60	54010010	1	DATA, SAFETY & WARNING TAGS APPLICATION, ADHESIVE
61	16010009	1	BRAKES MERITOR SCAM 6" FRONT, SCAM 7" REAR
62	18010041	1	AIR BRAKE SYST 4 TANKS WABCO 1200 DRYER (24K, 27K)
63	18030010	1	AIR BRAKE RELEASE VALVE, WABCO
64	18030140	1	AIR INLET CONNECTION W/CHECK VALVE
65		1	**ENG Standard Air Inlet Location = Left hand side of Driver's step well.
66	18035110	1	AIR COMPRESSOR, KUSSMAUL AUTO PUMP AC, 100PSI
67	18036105	1	TIMER, KUSSMAUL AUTO PUMP

Line	Item #	Qty	Item Description/Comments
68	18220500	1	NO ELEC STABILITY CONTROL SYS
69	18110000	1	WABCO 4 CHANNEL ANTI-LOCK BRAKES (24K, 27K)
70	53510000	1	COMPRESSION FITTINGS ON AIR SYSTEM (CHASSIS)
71	10310110	1	CAB
72	11023270	1	CAB TSAL4G 73" 15" RR 1/2
73	11030025	1	CAB CERTIFICATION - STRUCTURAL INTEGRITY
74	11030950	1	CAB LOCKDOWN LATCHES
75	11031025	1	CAB TILT SYSTEM, AIR CONTROL VALVE
76	11031100	1	MANUAL BACK-UP TILT SYSTEM
77	11031350	1	CAB DOORS, FULL LENGTH (4)
78	11031387	1	CAB STEPS, LOWER GRIP STRUT, INTERMEDIATE DIAMONDPLATE
79	11031396	1	CAB STEP LIGHTING, FEDERAL SIGNAL COMPLEX LED STRIP LIGHTS
80	11031421	1	CAB DOOR WINDOWS, POWER (4)
81	11031401	1	CAB SIDE WINDOWS, FIXED, BOTH SIDES
82	11031460	1	NO WINDOWS, BACK WALL OF CAB
83	11031465	1	WINDOW TINTING (LIMO TINT 8%) - EACH (4)
84	52010010	1	ELECTRIC INTERMITTENT WIPERS
85	52030200	1	WINDSHIELD WASHER RESERVOIR
86	38010015	1	MIRRORS LANG MEKRA 300 SERIES REMOTE
87	11024420	1	UPPER GRILLE, AMERICAN FLAG LEVEL STYLE FACADE (X SERIES)
88	11024510	1	FLAMING "S" LOGO, UPPER GRILLE, ILLUMINATED
89	11024605	1	LOWER GRILLE, POLISHED STAINLESS (X SERIES)
90	32588888	1	CAB DOOR LOCKS ELECTRIC (KEYLESS ENTRY)
91	20012220	1	BUMPER, 24" FORMED STEEL CHANNEL, PAINTED
92		1	**ENG Siren Speaker Perforations = No Speaker Perforations in Bumper.
93	20029810	1	BUMPER SIDES, PAINTED STEEL, FLAT (12"-24" EXTENSION)
94	20029910	1	BUMPER ANGLES, PAINTED STEEL, FLAT (12-30" EXTENSION)

Line	Item #	Qty	Item Description/Comments
95	20040200	1	STORAGE WELL, CENTER ONLY (24" BUMPER)
96	20030100	1	STORAGE WELL COVER, TREADPLATE, 2" RAISE
97	20030500	1	NO CUT-OUT IN STORAGE WELL COVER
98	20042140	1	PROTECTIVE BUMPER COATING, RAPTOR, TOP EDGE OF FRONT BUMPER
99	20088888	1	BACKLIT FRONT BUMPER CUTOUT
100		1	**CLAR NOTES, RCFD RED BACKLIGHT
101	20088888	1	BELL MOUNTED FRONT BUMPER
102	20088888	1	MOVEABLE MOUNT WITH INTERLOCK FOR BELL
103	12010505	1	AIR HORNS, DUAL, GROVER #2040 RECTANGULAR, THRU BUMPER
104	12030205	1	AIR HORNS WIRED TO STEERING WHEEL BUTTON
105	12030305	1	FOOT SWITCH, DRIVER'S SIDE
106	12040010	1	MOMENTARY SWITCH ON DASH, OFFICER'S SIDE
107	12030350	1	LANYARD CONTROL FOR AIR HORNS
108	12510109	1	ELEC SIREN, WHELEN 295HFSA7, REMOTE FLUSH MOUNT WITH REMOVABLE MIC
109	12530205	1	ELEC SIREN WIRED TO STEERING WHEEL BUTTON
110	12620100	1	SIREN SPEAKER, 100W, CAST PRODUCTS, SA4201-6B-A
111	12670110	1	SIREN SPEAKER(S) INSTALLED BEHIND CAB GRILLE
112	12550100	1	LOW FREQUENCY ELEC SIREN, WHELEN HOWLER W/(2) SPEAKERS
113	12710100	1	SIREN, FEDERAL Q2B, GRILLE MOUNT
114		1	**ENG Q2B Wiring = Wired to Emergency Master then shed with parking brake on.
115	12730205	1	MECH SIREN WIRED TO STEERING WHEEL BUTTON
116	12730305	1	FOOT SWITCH, DRIVER'S SIDE, FOR MECH SIREN
117	12730350	1	MOMENTARY SWITCH ON DASH, OFFICER'S SIDE, FOR MECH SIREN
118	12730363	1	SIREN BRAKE SWITCH FOR MECH SIREN, DRIVER'S & OFFICER'S SIDE
119		1	**ENG Siren Brake Switch for Driver in Lower Console Position 2.
120		1	**ENG Siren Brake Switch for Officer in Lower Console Position 5.
121	32520520	1	HEADLIGHTS, LED, FIRETECH FT-4X6, DUAL STS HOUSINGS

Line	Item #	Qty	Item Description/Comments
122	48010300	1	FRONT TURN SIGNALS, WHELEN 400 SERIES LED (4)
123	32530754	1	ICC, LED BROW LIGHT INTEGRATED MARKERS
124	27022120	1	HANDRAILS, CAB EXTERIOR, KNURLED STAINLESS STEEL (4) SIDE
125	27030615	1	COAT HOOKS ON UPPER GRAB HANDRAILS, DRIVER'S SIDE (2)
126	27030655	1	COAT HOOKS ON UPPER GRAB HANDRAILS, OFFICER'S SIDE (2)
127	27025000	1	HANDRAILS, CAB INTERIOR, BLACK RUBBER COATED (2) FRONT ENTRY
128	27030120	1	HANDRAILS, REAR CAB INTERIOR DOOR, BLACK RUBBERIZED (2) AND KNURLED STS AT WINDOW (2)
129	27040100	1	INTERIOR DOOR, NYLON STRAP
130	11032010	1	EXTERIOR COMPT, SIDE OF EXT CAB, 38" H, DS
131	11032450	1	COMPT DOOR LOCK - NOT PROVIDED
132	11032100	1	NO OPENING TO CREW SEAT COMPT
133	11032060	1	EXTERIOR COMPT, SIDE OF EXT CAB, 38" H, OS
134	11032450	1	COMPT DOOR LOCK - NOT PROVIDED
135	11032100	1	NO OPENING TO CREW SEAT COMPT
136	11035420	1	DIAMONDPLATE CAB ROOF 30" x FULL WIDTH
137	31010285	1	INTERIOR, MULTISPEC BLACK SPECKLE PAINT W/GRAY-BLACK DURAWEAR
138	11032929	1	DOOR PANEL, FULL STS
139	31010291	1	CAB INTERIOR FLOOR COVERING, BLACK RUBBERIZED
140	22510100	1	ENGINE ENCLOSURE, FULL LENGTH
141	22510530	1	ENGINE ENCLOSURE COVERING, SCORPION BLACK URETHANE BLEND
142	11031680	1	CENTER CONSOLE W/MAP BOOK STORAGE, TOP OF ENGINE ENCLOSURE
143	22610050	1	ENGINE HOOD LIGHT, LED (1)
144	11031512	1	COMPUTER TRAY IN LIEU OF GLOVE BOX
145	11031712	1	UPPER CREW DOOR AREA, OPEN
146	29810100	1	CHASSIS ELECTRICAL DESCRIPTION
147	30010130	1	INSTRUMENTATION, AMETEK W/ CENTER & OVERHEAD CONSOLES
148		1	**ENG Overhead Console Position 3 -HVAC controls.

Line	Item #	Qty	Item Description/Comments
149		1	**ENG Overhead Console Position 4 -Chassis indicators. -Seat belt monitor. -Air horns lanyard control.
150	30010508	1	LOWER COMMAND CONSOLE, X10HD
151	30010610	1	CAB PUMP SHIFTER, ELECTRIC W/ROUND KNOB (FOR HALE G-SERIES PUMP TRANSMISSION)
152	30011000	1	PUMP INTERLOCK, NOT CONNECTED WITH ODOMETER
153	30031610	1	DO NOT MOVE LIGHT, WHELEN TIR3 LED
154		1	**ENG Door Ajar Light Location = Centered below upper command console.
155	29930200	1	MAPBOOK SLOT ON BREAKER PANEL
156	29910100	1	PROGRAMMABLE LOAD MANAGER, CLASS-1 SUPERNODE II
157	30031100	1	HIGH IDLE SWITCH
158	11040000	1	CAB ACCESSORY FUSE PANEL
159	84541540	1	POWER & GROUND STUDS, UPPER COMMAND CONSOLE
160		1	**ENG Requirements (AMPS) for Power/Ground Studs in Upper Command Console: (1) 12-volt 60-amp, direct to the battery ignition off. (1) 12-volt 30-amp switched battery first position on ignition switch. (1) 12-volt 30-amp ignition power second position on ignition switch. (1) 12-volt 125-amp ground.
161	84541545	1	POWER & GROUND STUDS, LOWER COMMAND CONSOLE
162		1	**ENG Requirements (AMPS) for Power/Ground Studs in Lower Command Console: (1) 12-volt 60-amp, direct to the battery. (1) 12-volt 30-amp controlled by the ignition switch. (1) 12-volt 125-amp ground.
163	30110000	1	VEHICLE DATA RECORDER, AKRON/WELDON
164	30031820	2	12V DUAL POWER POINT, USB/USB (2)
165	33510030	1	INTERIOR CAB LIGHTS, WHELEN 6" ROUND RED/CLEAR LED (2)
166	34010030	1	INTERIOR CREW LIGHTS, WHELEN 6" ROUND RED/CLEAR LED (2)
167	28010750	1	DEFROSTER, HEATER & A/C, SEVERE CLIMATE (TM-31)
168	28030500	1	DEFROSTER DUCTWORK, ENTIRE WINDSHIELD
169	11031687	1	TOP HEAT/AC STORAGE, TOOL MOUNTING PLATE, 25" x 19.5"
170	38510104	1	DRIVER'S SEAT, BOSTROM SIERRA HIGH BACK AIR RIDE ABTS (DURAWEAR PLUS, LOW SEAM)
171	39010210	1	OFFICER'S SEAT, BOSTROM TANKER 550, ABTS SCBA (DURAWEAR PLUS, LOW SEAM)
172	39030010	1	OFFICER'S SEAT COMPT, OPEN FRONT

Line	Item #	Qty	Item Description/Comments
173	39521307	1	CREW SEAT 1, BOSTROM TANKER 550, ABTS SCBA (DURAWEAR PLUS, LOW SEAM)
174	39521308	1	CREW SEAT 2, BOSTROM TANKER 550, ABTS SCBA (DURAWEAR PLUS, LOW SEAM)
175	39528889	1	SPECIAL EMS COMPARTMENT REAR WALL OF CAB- 46 WIDE X 48 TALL X 24 DEEP
176	11032210	1	INTERIOR ACCESS, BLACK WEBBING
177	11032312	1	ADJUSTABLE SHELVES, EMS COMPT (2)
178	39528888	1	Crew Position 5 (Forward Facing, Driver's Side/Outboard) FLIP UP JUMP SEAT
179	39528888	1	Crew Position 6 (Forward Facing, Officer's Side/Outboard) FLIP UP JUMP SEAT
180	38320000	1	HELMETS STORED IN COMPARTMENT
181	39550200	1	SEAT COLOR, BURGUNDY
182	39610000	3	SCBA BRACKETS, BOSTROM, SECURE ALL (3)
183	38410000	1	SEAT BELT WARNING SYSTEM, AKRON / WELDON
184	39710015	1	FULL WIDTH CREW SEAT COMPT, FRONT DROP-DOWN DOORS (73" CAB)
185	11031755	1	OVERHEAD STORAGE, FRONT OF 15" RR W/DOORS
186	11031756	1	OVERHEAD STORAGE, REAR OF 15" RR W/DOORS
187	11088888	1	POWER GROUND STUDS IN OVERHEAD STORAGE OFFICER SIDE
188	11088888	1	CENTER DIVIDER FRONT OVERHEAD STORAGE WITH OS KEYED LOCK
189	11088888	1	ACCESSORY FUSE PANEL IN FRONT OVERHEAD STORAGE
190	10310200	1	PUMP & PLUMBING
191	60080003	1	PUMP, HALE QMAX-1500 GPM SINGLE STAGE
192	60025000	1	GEARBOX, HALE, G-SERIES, REAR MOUNTED
193	60025960	1	PUMP GEARBOX YOKE, 1810
194	60026025	1	MECHANICAL PUMP SEAL, HALE (PRG)
195	60031005	1	ALLOY ANODES, HALE (2)
196	60035123	1	PUMP TEST, THIRD PARTY TESTING
197	61510000	1	AUXILIARY COOLER (HEAT EXCHANGER)
198	62010002	1	STAINLESS STEEL PIPING
199	66090010	1	3" TANK-TO-PUMP W/CHECK VALVE

Line	Item #	Qty	Item Description/Comments
200	61729120	1	VALVE, AKRON, HEAVY DUTY
201	61770900	1	ACTUATOR, VALVE, PUSH/PULL, CLASS 1
202	73090001	1	TANK FILL 2"
203	61729120	1	VALVE, AKRON, HEAVY DUTY
204	61770900	1	ACTUATOR, VALVE, PUSH/PULL, CLASS 1
205	61090009	1	PRESSURE GOVERNOR, FIRE RESEARCH, PUMP BOSS
206	61290020	1	INTAKE PRESSURE CONTROL, TFT A1860
207	63021500	1	6" MAIN SUCTION, LEFT SIDE
208	65090000	1	2.5" LEFT SIDE INLET
209	61729120	1	VALVE, AKRON, HEAVY DUTY
210	61770905	1	ACTUATOR, VALVE, SWING CONTROL
211	60036010	1	THREADS, NST
212	63025500	1	6" MAIN SUCTION, RIGHT SIDE
213	63090001	1	HALE MASTER INTAKE VALVE, ELEC (SIDE SUCTION)
214	63060100	1	RELIEF VALVE FOR MIV
215	63034650	1	ADAPTER, 6" NST FE X 5" STORZ, 30 DEGREE W/CAP & CHAIN, TFT
216	64090000	1	2.5" RIGHT SIDE INLET
217	61729120	1	VALVE, AKRON, HEAVY DUTY
218	61770905	1	ACTUATOR, VALVE, SWING CONTROL
219	60036010	1	THREADS, NST
220	70525900	1	2.5" DISCHARGE, LEFT - POSITION 1
221	61729120	1	VALVE, AKRON, HEAVY DUTY
222	61770915	1	ACTUATOR, VALVE, PUSH/PULL, CLASS 1 W/ RACK & SECTOR
223	77090000	1	GAUGE, DISCH, CLASS 1 2.5"
224	61810150	1	DISCHARGE TERMINATION, 30 DEGREE ELBOW
225	60036010	1	THREADS, NST
226	70525900	1	2.5" DISCHARGE, LEFT - POSITION 2

Line	Item #	Qty	Item Description/Comments
227	61729120	1	VALVE, AKRON, HEAVY DUTY
228	61770915	1	ACTUATOR, VALVE, PUSH/PULL, CLASS 1 W/ RACK & SECTOR
229	77090000	1	GAUGE, DISCH, CLASS 1 2.5"
230	61810150	1	DISCHARGE TERMINATION, 30 DEGREE ELBOW
231	60036010	1	THREADS, NST
232	71025905	1	3" DISCHARGE, RIGHT - POSITION 3
233	61729160	1	VALVE, AKRON, SLOW CLOSE
234	61770900	1	ACTUATOR, VALVE, PUSH/PULL, CLASS 1
235	77090000	1	GAUGE, DISCH, CLASS 1 2.5"
236	61810160	1	DISCHARGE TERMINATION, STRAIGHT
237	60036010	1	THREADS, NST
238	61840267	1	ADAPTER, 3" NST FE X 5" STORZ, 30-DEGREE W/CAP & CHAIN, TFT
239	71025900	1	2.5" DISCHARGE, RIGHT - POSITION 4
240	61729120	1	VALVE, AKRON, HEAVY DUTY
241	61770900	1	ACTUATOR, VALVE, PUSH/PULL, CLASS 1
242	77090000	1	GAUGE, DISCH, CLASS 1 2.5"
243	61810150	1	DISCHARGE TERMINATION, 30 DEGREE ELBOW
244	60036010	1	THREADS, NST
245	71590000	1	DISCHARGE, 2.5" LEFT REAR
246	61729120	1	VALVE, AKRON, HEAVY DUTY
247	61770900	1	ACTUATOR, VALVE, PUSH/PULL, CLASS 1
248	77090000	1	GAUGE, DISCH, CLASS 1 2.5"
249	61810150	1	DISCHARGE TERMINATION, 30 DEGREE ELBOW
250	60036010	1	THREADS, NST
251	72290000	1	1.5" FRONT BUMPER DISCHARGE, 2" PLUMBING
252	61729120	1	VALVE, AKRON, HEAVY DUTY
253	61770900	1	ACTUATOR, VALVE, PUSH/PULL, CLASS 1

Line	Item #	Qty	Item Description/Comments
254	77090000	1	GAUGE, DISCH, CLASS 1 2.5"
255	60036010	1	THREADS, NST
256	72590002	1	DECK GUN DISCHARGE 3"
257	61729120	1	VALVE, AKRON, HEAVY DUTY
258	61770945	1	ACTUATOR, VALVE, ELECTRIC, AKRON 9333
259	77090000	1	GAUGE, DISCH, CLASS 1 2.5"
260	72570100	1	DECK GUN TERMINATION, THREADED
261	72588888	1	SPECIAL Deck Gun Monitor AKRON DECK MASTER 3440 MONITOR WITH ELECTRIC MOTOR WITH STOW FEATURE
262		1	**CLAR NOTES, Akron Deck master #3440 electric monitor with wireless remote and an Akron # 5177 Akromatic 2.5" Master stream nozzle
263	72890010	1	CROSSLAYS, TWO 1.5" & ONE 2.5" W/SWIVELS
264	61729120	3	VALVE, AKRON, HEAVY DUTY (3)
265	61770900	3	ACTUATOR, VALVE, PUSH/PULL, CLASS 1 (3)
266	77090000	3	GAUGE, DISCH, CLASS 1 2.5" (3)
267	60036010	3	THREADS, NST (3)
268	72910507	1	COVER, ALUM W/WEBBING SIDES FOR CROSSLAYS
269	72932230	1	COVER FASTENERS, METAL AIRPLANE LATCHES
270	61742000	1	MASTER PUMP DRAIN, MULTIPOINT
271	61790510	11	DRAIN VALVES, HALE, LIFT-UP (11)
272	10310210	1	FOAM SYSTEM
273	73570305	1	FOAM SYSTEM, FOAMPRO 2001, 2.6 GPM
274		1	**ENG Class of Foam = Class A Foam
275	73531425	1	FOAM TANK 30 GALLON BUILT INTO BOOSTER TANK
276		1	**CLAR NOTES, Foam Capable Discharges All Three Crosslays Front Bumper Discharge
277	10310220	1	PUMP PANEL
278	74914110	1	PRG SM1 - SIDE MOUNT PUMP PANEL (CROSSLAYS)
279	74928120	1	PUMP MODULE LENGTH, 47"

Line	Item #	Qty	Item Description/Comments
280	74929110	1	HALE PUMP MODULE CONFIGURATION, SIDE MOUNT
281	74930730	1	PANEL FINISH, BLACK POWDERCOAT (PRG)
282	74931055	1	COLOR CODING (PRG)
283		1	**ENG Color Coding Standard = Yes.
284	74931250	1	DISCHARGE GAUGE BEZELS, CHROME (PRG)
285	74931290	1	PUMP MODULE FRAMEWORK, SWIRL FINISH
286	74931390	1	PUMP FINISH, PAINTED BY PUMP MFG
287	74931590	1	PLUMBING FINISH, NON-PAINTED
288		1	**ENG Non-Painted Plumbing = Stainless steel welds shall be treated/coated.
289	74931692	1	EXTERIOR DUNNAGE AREA PANEL, BLACK POWDERCOAT
290	75040215	1	TROUGH IN RUNNING BOARD, BOTH SIDES
291	75590010	1	PUMP OPERATOR LIGHTS, LED (PRG)
292	75590110	1	PUMP PANEL LIGHTS OFFICER'S SIDE, LED (PRG)
293	76090002	1	PUMP PANEL GAUGES & CONTROLS (PRG)
294	60090030	1	PUMP PRIMER, TRIDENT, AIR
295	60028310	1	(1) PRIMER BUTTON - MAIN SUCTION
296	76025110	1	COMPRESSION FITTINGS ON AIR SYSTEM (PRG PUMP MODULE)
297	76031970	1	AIR OUTLET, DRIVER'S SIDE PUMP PANEL
298	76031900	1	AIR HORN PUSH BUTTON SWITCH ON PUMP PANEL
299	76590000	1	GAUGES, MASTER, CLASS 1 4.5" (PRG)
300	77590000	1	GAUGE, WATER LEVEL, CLASS 1, INTELLI-TANK ITL-4
301	77590040	1	GAUGE, FOAM LEVEL, CLASS 1, INTELLI-TANK ITL-4
302		1	**ENG Class of Foam for Foam Gauge = Class A.
303	10310230	1	WATER TANK
304	83525200	1	WATER TANK BRAND, UPF
305	83590004	1	WATER TANK, 750 GAL, POLY
306	10310300	1	BODY

Line	Item #	Qty	Item Description/Comments
307	80089500	1	BODY SUBFRAME, PROGRAM 1 PUMPER
308	80189590	1	BODY G9 - ALUM 40/51 LADDERS THRU TANK
309	80245999	1	UPPER HATCH COMPARTMENTS - NOT PROVIDED
310	10310302	1	BODY COMPARTMENTS
311	80588888	1	12V POWER AND GROUND STUDS R1
312	81088888	1	LOCKING DOOR ON R1
313	81165705	1	UNISTRUT TRACK IN COMPTS
314	80290025	1	COMPT DOORS, AMDOR ROLL-UP, SATIN FINISH
315	80225100	1	REAR COMPT DOOR (A1) AMDOR ROLL-UP, SATIN FINISH
316	80230300	1	COMPT INTERIOR FINISH, SMOOTH
317	84531230	1	COMPT LIGHTING, AMDOR LED LIGHT STRIPS, 2 PER COMPT
318	10310305	1	BODY EXTERIOR
319	81380000	1	HOSEBED W/REMOVABLE ALUMINUM FLOORING
320	81330100	1	STANDARD HOSEBED HEIGHT
321	81410000	1	COVER, VINYL, MAIN HOSE BED
322	81440201	1	COVER FASTENERS, BUNGIE CORDS WITH RED TAB
323	81330302	1	HOSE BED DIVIDERS, ADJ (2)
324	81332015	1	HOSEBED LIGHTING, FRONT, TECNIQ E44 LED LIGHT STRIP
325	81910100	1	HANDRAILS, KNURLED STS
326	82290010	1	STEPS, FRONT BODY, IC FOLD DOWN W/LIGHT
327		1	**ENG Step Light Color = Red.
328	82390001	1	STEPS, REAR BODY (14x11 & 14x8)
329	82510000	1	RUB RAILS, ANODIZED ALUM
330	83010050	1	ALUMINUM TREADPLATE (ALUM PPR, PRG1, C-SER, TANKER)
331	83030355	1	REAR STEP/TAILOBOARD CORNERS, STRAIGHT (PRG1)
332	80290052	1	10 SCBA CYLINDER COMPTS (3 TRIPLE-FMI, 1 SINGLE-SIG4)
333	80290230	1	DIVIDER FOR (3) TRIPLE SCBA COMPARTMENTS

Line	Item #	Qty	Item Description/Comments
334		1	**ENG Location of Dividers for Triple SCBA Compartments = SINGLE DIVIDER TO MAKE THE COMPARTMENTS HOLD TWO BOTTLES EACH
335	80290310	1	DOOR FINISH, BRUSHED STAINLESS, SINGLE/DOUBLE SCBA COMPT (1)
336	80290410	3	DOOR FINISH, DIAMONDPLATE, TRIPLE SCBA COMPT (3)
337	88520300	1	DELETE 6" SUCTION HOSE
338	88540550	1	DELETE STD SUCTION HOSE MTG
339	88550300	1	STRAINER NOT PROVIDED
340	83030705	1	REAR FENDERS, ALUMINUM TREADPLATE
341	89011500	1	ALCO-LITE PEL-24 24'2 SEC & PRL-14 14' ROOF & 10' FOLDING
342	89590009	1	LADDER CHUTE W/BACKBOARD STORAGE & PIKE POLE STORAGE
343	89520210	1	LADDER ENCLOSURE, DIAMONDPLATE DOOR
344	89088888	1	SPECIAL ITEM, EXPAND LADDER CHUTE TO ACCOMODATE SCOOP STRETCHER AND SOME LONG STORAGE
345		1	**CLAR NOTES, MATCH HS 7314
346	89088888	1	ENCLOSED LADDER CHUTE
347	10310310	1	ELECTRICAL
348	84550110	1	LICENSE PLATE BRACKET W/ LIGHT, LED
349	84511100	1	BODY ELECTRICAL DESCRIPTION
350	84520000	1	BACK UP ALARM, ECCO SA917
351	85010420	1	TAILLIGHTS, WHELEN M6 SERIES, LED STOP/TAIL/TURN/REVERSE, QUAD HOUSING (PAIR)
352	85110100	1	ICC LIGHTS, LED
353	85510200	1	STEP LIGHTS, LED, REAR BODY & WHELEN 2G AT PUMP PANEL
354	85710040	1	UNDERCARRIAGE GROUND LIGHTS, WHELEN 2G LED
355	86510000	1	REAR WORK LIGHTS, (2) UNITY FLOOD, HALOGEN
356	86600000	1	OPTICAL WARNING SYSTEM, UPPER (PUMPER)
357	86610140	1	UPPER WARNING LIGHTS, ZONE A (FRONT), WHELEN FREEDOM IV 72" LED LIGHT BAR, F4N7QLED, 16 MODULES
358	86920100	1	UPPER ZONE A LIGHTBAR, STANDARD CONFIGURATION
359		1	**ENG Zone A, Upper Lightbar Standard Configuration = Single light bar: (2) end red LED modules, (2) corner red LED modules, (10) forward-facing red LED modules and (2) forward-facing white LED modules. All clear outer lenses.

Line	Item #	Qty	Item Description/Comments
360	86699999	1	UPPER WARNING LIGHTS, ZONE B (OFFICER'S SIDE), COVERED BY ZONES A & C
361	86710110	1	UPPER WARNING LIGHTS, ZONE C (REAR), WHELEN LED BEACONS UPPER & LOWER, B6MM**P (PAIR)
362	86899999	1	UPPER WARNING LIGHTS, ZONE D (DRIVER'S SIDE), COVERED BY ZONES A & C
363	87100000	1	OPTICAL WARNING SYSTEM, LOWER (PUMPER)
364	87110210	1	LOWER WARNING LIGHTS, ZONE A (FRONT), WHELEN M6 LED, M6* (QTY 4)
365	87811130	1	LOWER, ZONE A - MOUNTING LOCATION (DUAL HOUSINGS)
366		1	**ENG Zone A, Lower - Front, Mounting Location = (2) Warnings in top headlight housing, each side.
367	87530100	1	WARNING LIGHT FLANGES ON HEADLIGHT HOUSING FOR WHELEN M6 M6FC600 (6)
368	87210200	1	LOWER WARNING LIGHTS, ZONE B (OFFICER'S SIDE), WHELEN M6 LED, M6* (QTY 2), ION T-SERIES LED, TLI* (QTY 1)
369	87812110	1	LOWER, ZONE B - MOUNTING LOCATION (PUMPERS, TANKERS, RESCUES)
370		1	**ENG Zone B, Lower - Officer's Side, Mounting Location = -(1) Warning Light near the front corner of the Apparatus. -(1) Warning Light near the rear Axle. -(1) Warning Light near the rear corner of the Apparatus. -Reference Shop Order Drawing for lights and placement.
371	87310200	1	LOWER WARNING LIGHTS, ZONE C (REAR), WHELEN M6 LED, M6* (QTY 2)
372	87410200	1	LOWER WARNING LIGHTS, ZONE D (DRIVER'S SIDE), WHELEN M6 LED, M6* (QTY 2), ION T-SERIES TLI* (QTY 1)
373	87814110	1	LOWER, ZONE D - MOUNTING LOCATION (PUMPERS, TANKERS, RESCUES)
374		1	**ENG Zone D, Lower - Driver's Side, Mounting Location = -(1) Warning Light near the front corner of the Apparatus. -(1) Warning Light near the rear Axle. -(1) Warning Light near the rear corner of the Apparatus. -Reference Shop Order Drawing for lights and placement.
375	87537734	1	ADDITIONAL WARNING LIGHTS, WHELEN M6 LED, M6* (PAIR) (1)
376	87040000	1	TRAFFIC ADVISOR, WHELEN LED, TAL65 36"
377	88391130	2	SCENE LIGHT, WHELEN PIONEER PFH1, 12V LED, TELESCOPIC W/SWITCH (2)
378	88393000	1	SCENE LIGHTS, FIRETECH 30K LUMENS, 12V LED, 72" 3-PIECE BROW, FT-B-72-ML-3PKIT-* (1)
379		1	**ENG ICC Cab Marker Lights Integrated in Brow Light = Yes
380	88393050	2	SCENE LIGHT, FIRETECH GUARDIAN 10K, 12V LED, SURFACE MOUNT, FT-GSM (2)
381	88393052	4	SCENE LIGHT, FIRETECH GUARDIAN ELITE 20K, 12V LED, SURFACE MOUNT, FT-GESM (4)
382	10310410	1	PAINT & FINISH
383	90030007	1	TWO TONE CAB
384	90029980	1	PAINT BREAK - ROOF ONLY

Line	Item #	Qty	Item Description/Comments
385		1	**ENG Upper Color for Two Tone Paint = WHITE.
386		1	**ENG Lower Color for Two Tone Paint = RED.
387	90030154	1	PAINT FRAME RAILS & BODY REAR DROP - BLACK
388	90030190	1	TEXTURED FRAME RAIL COATING
389	90030015	1	A/C CONDENSER PAINTED ROOF COLOR
390	90680120	1	CHEVRON STRIPING, REAR BODY OUTBOARD, REFLEXITE
391	10310420	1	EQUIPMENT
392	91010000	1	MISC EQUIP - (1) PINT TOUCH-UP PAINT, STAINLESS STEEL NUTS & BOLTS
393	91030700	1	ZIAMATIC SAC-44 FOLDING WHEEL CHOCKS (PAIR) MTD W/ SQCH-44H HOLDERS
394	10310600	1	COMPLETION & WARRANTY
395	99010100	1	MANUALS, ELECTRONIC VERSION (2-USB)
396	99031195	1	DEALER DELIVERY
397	99520110	1	WARRANTY, ONE YEAR
398	99521100	1	WARRANTY, FRAME, LIFETIME
399	99521200	1	WARRANTY, CAB STRUCTURAL, 10 YR.
400	99521300	1	WARRANTY, BODY STRUCTURAL, 10 YR.
401	99521400	1	WARRANTY, PAINT, 10 YR.
402	99521900	1	WARRANTIES, MAJOR VENDOR COMPONENTS
403	99999100	1	NOTATIONS
404	99999996	1	TOTAL APPLICABLE FOR DISCOUNT
405	99999997	1	DISCOUNT AMOUNT (15%)
406	99999998	1	NOT APPLICABLE FOR DISCOUNT
407	99999999		TOTAL TRUCK PRICE
408	10310500	1	DEALER SUPPLIED
409	PDB001806	1	DEALER SUPPLIED - GRAPHICS
410	PDB001702	1	DEALER SUPPLIED - SHELVING ALLOWANCE
411	PDB000403	1	DEALER SUPPLIED - Medical Glove Holders (Upper Crew Doors)

Line	Item #	Qty	Item Description/Comments
412	PDB001226	1	DEALER SUPPLIED - Firecom 4 Position Wireless System
413	PDB000784	1	DEALER SUPPLIED - Brigade 360 Camera System Pumper
414	PDB000101	1	DEALER SUPPLIED - Radio Mount- Dual Head
415	PDB001296	1	DEALER SUPPLIED - Antenna Mounting(2)
416	PDB000380	1	DEALER SUPPLIED - PDI-Pumper

Central Florida Tourism Oversight District

Board of Supervisors

Agenda Item 8.1

Page 1 of 1

Meeting Date	
September 27, 2023	
Agenda Item Name	
EMPLOYEE & RETIREE BENEFITS STIPEND (ANNUAL ADMISSION PASS) POLICY	
Requested Action	
Staff Report	
Motion to Employee and Retiree Benefits Stipend Policy	
Additional Analysis	
N/A	
Fiscal Impact Summary	
Exhibits Attached	

EMPLOYEE & RETIREE BENEFITS STIPEND (ANNUAL ADMISSION PASS) PROGRAM

1. POLICY

Pursuant to a previous agreement with Walt Disney World, the Central Florida Tourism Oversight District provided an annual Walt Disney World Admission Pass to eligible employees and retirees. The annual admission pass was a privilege and not a vested right of employees or retirees. The pass program was reviewed periodically and was subject to revision or cancellation in whole or in part at the discretion of the District. Based on the sunseting of the admission pass program referenced in the Benefits section of the 2011 Employee Policy Manual, the District will instead offer an annual stipend based on the following policy terms.

2. LIMITATIONS

The annual stipend is a privilege and not a vested right of employees or retirees. It is reviewed periodically and is subject to revision or cancellation in whole or in part at the discretion of the District. Stipends in no way guarantee admission to parks or events and do not include or provide access to any theme park, restaurant, destination, hotel, or merchandise discount. The annual stipend in no way obligates recipients of the stipend to purchase Walt Disney World Admission Passes or any other products or services. Recipients of the stipend may use the stipend for any legal purpose they choose in their discretion.

This policy applies to employees of the District unless the employee is covered by a collective bargaining agreement (CBA) which has provisions that specifically address these matters and differs from this policy. Nothing in this policy is intended to, nor shall it limit any inherent management rights of the District in any CBA. In the event that a specific provision of a CBA is inconsistent with this policy, the provision contained in the CBA shall prevail for covered bargaining unit employees. Otherwise, this policy shall apply according to its terms and conditions to all employees of the District, unless and until superseded by action of the District to modify, replace and/or cancel the policy/program/plan, or, unless expressly contradicted by a specific provision of a CBA, or, unless superseded by law. The amount of the annual stipend is subject to annual budgeting and appropriations by the District Board of Supervisors.

The Employee & Retiree Benefits Stipend policy sunsets at the completion of two fiscal years beginning October 1, 2023, unless re-adopted prior to its expiration by the Board of Supervisors. The sunseting of stipends does not reinstate the Annual Admission Pass policy.

3. POLICY DETAIL

3.1 District Administration will be responsible for the administration of this policy.

3.2 Employee Eligibility and Distribution

3.2.1 All full-time hourly employees will receive an annual stipend ninety (90) days from the date of hire upon successful completion of the new hire probationary period.

3.2.2 Full-time salaried and salaried non-exempt employees are eligible for an annual stipend ninety (90) days from the date of hire upon successful completion of the new hire probationary period.

3.2.3 Stipends will be issued on an annual basis, per the District's fiscal year, to eligible employees subject to annual budgeting and appropriations by the District Board of Supervisors.

3.2.4 Stipends are subject to applicable tax withholding requirements.

3.2.5 The District at its sole discretion may utilize the services of third party vendors or agents to distribute, pay, and/or offer stipends for the use of procuring admission passes to theme parks or other perks offered at a later time.

3.9 Retiree Eligibility and Distribution

3.9.1 Employees who retire at or after age 55 with at least twenty (20) years of continuous service with the District, or at any age with at least thirty (30) years of continuous service with the District, will receive the stipend held immediately prior to the time of retirement at the time of retirement.

3.9.2 Employees who retire prior to age 55, with at least twenty (20) years of continuous service with the District (but less than thirty years), will receive the stipend held immediately prior to the time of retirement upon attaining the age of 55.

3.9.3 Employees who retire because of a permanent disability, who are age 45 or older with 10 or more years of continuous service, will receive the stipend held immediately prior to the time of retirement at the time of retirement.

3.9.4 The spouse of a deceased retiree with at least twenty (20) years of service will continue to be eligible for the annual stipend held by the retiree prior to his or her death until the remarriage or death of the surviving spouse.

3.9.5 The spouse of a deceased employee will continue to be eligible for the annual stipend held by the employee prior to his or her death until the end of the calendar year of the employee's death. The stipend will not be renewed the following year.

3.9.6 Retiree stipends will be paid in January in conjunction with the benefit plan year.

3.9.7 Stipends are subject to applicable tax withholding requirements.

3.9.8 The District at its sole discretion may utilize the services of third party vendors or agents to distribute, pay, and/or offer stipends for the use of procuring admission passes to theme parks or other perks offered at a later time.

Central Florida Tourism Oversight District

Board of Supervisors

Agenda Item 9.1

Page 1 of 1

Meeting Date	
September 27, 2023	
Agenda Item Name	
Resolution No. 650	
Requested Action	
Approval of amendment to Resolution No. 369 to delete privilege fee requirements and reaffirm permit requirements for telecommunication companies usage of District property.	
Staff Report	
<p>The District adopted Resolution No. 369 on February 24, 1999, which in part created a privilege fee requirement for telecommunication companies to install equipment on District property.</p> <p>Resolution No. 650 amends Resolution No. 369 to ensure the District continues in compliance with good government practice and changes in the law related to privilege fees. The District will no longer require privilege fees for telecommunication equipment installation on District property but will maintain the requirement that telecommunication companies obtain a permit to use District property.</p>	
Additional Analysis	
N/A	
Fiscal Impact Summary	
Going forward the District will no longer collect approximately \$55,000 per year from telecommunication companies on property.	
Exhibits Attached	
Resolution No. 650	

RESOLUTION NO. 650

A RESOLUTION AMENDING RESOLUTION NO. 369; DELETING PRIVILEGE FEES AND REAFFIRMING PERMIT REQUIREMENTS FOR TELECOMMUNICATIONS COMPANIES USAGE OF DISTRICT PROPERTY; AND PROVIDING FOR SEVERABILITY, CONFLICTS, AND AN EFFECTIVE DATE.

The **CENTRAL FLORIDA TOURISM OVERSIGHT DISTRICT**, a political subdivision of the State of Florida (“**District**”), hereby amends Resolution No. 369.

WHEREAS, the District was established by Chapter 67-764, Laws of Florida, and reenacted, amended, and repealed by Chapter 2023-5, Laws of Florida (the “**Charter**”); and

WHEREAS, the Charter grants the District jurisdiction and control of public roads and rights-of-way; and

WHEREAS, the District intends to continue to exercise its jurisdiction and control over the public roads and rights-of-way to the fullest extent allowed by law; and

WHEREAS, to ensure that Resolution No. 369 adopted by the Reedy Creek Improvement District on 24 February 1999 continues in compliance with the changes in the law and good government practice, it is appropriate to amend, reaffirm, and restate Resolution No. 369 as provided in this Resolution.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE DISTRICT THAT:

Section 1. Incorporation. All findings and statements in the foregoing preamble, including the definition of all terms therein, are hereby incorporated herein by reference, as if fully repeated herein.

Section 2. Purpose. The purpose of the Resolution is to ensure and protect the public health, safety, and welfare; to regulate placement of telecommunications facilities in the public rights-of-way; and to prescribe reasonable rules for such uses.

Section 3. Amendment and Restatement. Resolution No. 369 is hereby amended, reaffirmed, and restated by this Resolution, effective on the date of this Resolution.

Section 4. Definitions. For the purpose of this Resolution, the following terms, phrases, words and their derivations shall have the meaning given herein. When not inconsistent with the context, words used in the present tense include the future, words in the plural number include the singular number, and words in the singular number include the plural number. The words “shall” and “will” are mandatory, and “may” is permissive.

“**District**” means the Central Florida Tourism Oversight District, a political subdivision of the State of Florida created by Chapter 2023-5, Laws of Florida.

“**Person**” means any individual, corporation, partnership, association, joint venture, organization, or legal entity of any kind, and any lawful trustee, successor, assignee, transferee, or personal representative thereof, but shall not mean the District.

“**Rights-of-Way**” or “**rights-of-way**” mean the surface of and the area below and above the surface of any public rights-of-way.

“**Telecommunications company**” includes every corporation, partnership, entity and/or person providing electronic communication services of any nature whatsoever.

Section 5. Utility Placement Permit Required. No person shall install, construct, maintain, repair, replace, or operate telecommunications facilities within the public rights-of-way without first obtaining a public rights-of-way utilization permit in accordance with this Resolution, Resolution No. 368 or any other District requirements (“Rights-of-Way Utilization Permit”).

Section 6. Other Provisions

A. The District shall not be liable or responsible for any accident, damage, claim and/or cause of action that may occur in the construction, operation or maintenance by each Telecommunications company of its facilities hereunder, and compliance with this Resolution shall be deemed an agreement on the part of each Telecommunications company to indemnify the District and the District’s Board of Supervisors, and their agents, customers, employees, officers, contractors and any successor and/or assign of each (the “**Indemnified Parties**”) and hold the Indemnified Parties harmless against any and all liability, loss, cost, damage or expense, which may accrue to the Indemnified Parties by reason of the neglect, default, misconduct, or any action

or omission of the Telecommunications company or its agents, contractors, employees or invitees, in the construction, operation, maintenance or use of its facilities hereunder.

B. Telecommunications companies shall not acquire any rights hereunder which would limit the District's right to amend, modify or revoke this Resolution.

C. Any Telecommunications company requesting permission to occupy the public rights-of-way hereunder shall demonstrate sufficient financial resources to install, construct, maintain, repair, replace, and operate telecommunications facilities and to comply with all requirements of this Resolution and Resolution No. 368.

D. Any Telecommunications company requesting permission to occupy the public rights-of-way hereunder shall not assign, transfer, subcontract, sell, convey, or encumber any permit granted pursuant to Resolution No. 368 and/or any permissive right granted hereunder without the express written consent of the District and the filing of a new permit application in compliance with Resolution No. 368. If the rights granted herein are permitted by the District to be transferred or assigned by the Telecommunications company to any third party, including a sale or transfer of the Telecommunications company to any third party, including a sale or transfer of the Telecommunications company's plants or system, the transferee or assignee shall be obligated to comply with all of the terms and conditions of this Resolution and Resolution No. 368.

E. Any person and/or entity violating the rules and regulations of this Resolution shall, at the option of the District, be required to forfeit its rights hereunder, immediately transfer title to any of its facilities located within the public rights-of-way to the District, and/or be punished in accordance with applicable Law and regulations.

F. This Resolution shall take effect upon adoption by the Board of Supervisors of the District.

Section 7. Severability of Invalid Provisions. If any one or more of the covenants, amendments or provisions contained in this Resolution is finally determined by a court of competent jurisdiction to be contrary to any express provisions of law or contrary to the policy of express law, though not expressly prohibited, or against public policy, but is for any reason whatsoever held invalid, then such covenants, amendments, or provisions will be null and void

and deemed severable from the remaining covenants, amendments, or provisions hereof and will in no way affect the validity of the other provisions of this Resolution.

Section 8. Conflicts. In the event of a conflict or conflicts between this Resolution and any other resolution or provision of law, this Resolution governs and controls to the extent of the conflict, as allowable under the law.

Section 9. Effective Date. This Resolution shall become effective on the date of adoption by the Board of Supervisors of the District.

IN WITNESS WHEREOF, the undersigned has executed this Resolution, this 27th day of September, 2023.

CENTRAL FLORIDA TOURISM OVERSIGHT DISTRICT

By: _____

Martin Garcia, Chair of the Board of Supervisors

ATTESTED:

By: _____

Glenton Gilzean, Jr., District Administrator

Central Florida Tourism Oversight District

Board of Supervisors

Agenda Item 9.2

Page 1 of 1

Meeting Date	
September 27, 2023	
Agenda Item Name	
Resolution No. 651 – Final Millage Rate for FY 2024	
Requested Action	
Public hearing to consider Board approval of final millage for the Central Florida Tourism Oversight District for Fiscal Year 2024.	
Staff Report	
Consideration of Request for Board consideration and adoption of a millage levy for FY 2024 at the rate of 12.9500 (Operating 8.9900, Debt Service 3.9600) dollars per one thousand of assessed valuation.	
Additional Analysis	
n/a	
Fiscal Impact Summary	
Setting the millage rate for FY 2024, allows for tax revenue collection of \$188,442,714.	
Exhibits Attached	
Resolution No. 652	

RESOLUTION NO. 651

WHEREAS, the Central Florida Tourism Oversight District intends to levy the FY2024 millage rate of 12.9500 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 Central Florida Tourism Oversight District as \$15,317,432,592; and

WHEREAS, the Central Florida Tourism Oversight District has, in accordance with Section 200.065) Florida Statutes,

1. Held a public hearing on September 13, 2023 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 27, 2023 for the purpose of receiving comments regarding the final millage rate.

NOW, THEREFORE BE IT RESOLVED, that the Central Florida Tourism Oversight District, through its Board of Supervisors, hereby levies an operating millage rate of 8.9900 dollars per one thousand dollars of assessed value for FY 2024, which is 8.82% more than the rolled-back rate of 8.2610 computed pursuant to Florida Statutes 200.065; and

BE IT FURTHER RESOLVED, that the Central Florida Tourism Oversight District, through its Board of Supervisors, hereby levies a debt service millage rate of 3.9600 dollars per one thousand dollars of assessed value for FY 2024 thereby levying a total millage rate of 12.9500 dollars per one-thousand dollars of assessed value for the FY 2024.

BE IT FURTHER RESOLVED by the Board of Supervisors of the Central Florida Tourism Oversight District assembled in regular session this 27th day of September 2023 that this Resolution be spread in full upon the minutes of this meeting.

CENTRAL FLORIDA TOURISM OVERSIGHT DISTRICT

Martin Garcia
Chair of the Board of Supervisors

ATTEST:

Glenton Gilzean, Jr.
District Administrator

Central Florida Tourism Oversight District

Board of Supervisors

Agenda Item 9.3

Meeting Date	
September 27, 2023	
Agenda Item Name	
Resolution No. 652 – Final Budget for FY 2024	
Requested Action	
Request for board consideration and adoption of the final FY2024 budget for the District for the general fund and the debt service fund.	
Staff Report	
Additional Analysis	
Fiscal Impact Summary	
\$228,329,542	
Exhibits Attached	
Resolution 652	

BUDGET SUMMARY

CENTRAL FLORIDA TOURISM OVERSIGHT DISTRICT - FISCAL YEAR 2024

THE PROPOSED OPERATING BUDGET EXPENDITURES OF CENTRAL FLORIDA TOURISM OVERSIGHT DISTRICT ARE 4.0% MORE THAN LAST YEARS TOTAL OPERATING EXPENDITURES (s200.065(3)(i), F.S.)

	8.9900			
General Fund			GENERAL	DEBT SERVICE
Voted Debt	3.9600		FUND	FUND
				TOTAL
ESTIMATED REVENUES:				
Taxes:	Millage per \$1,000			
Ad Valorem Taxes	8.9900	\$ 130,818,533	\$	\$ 130,818,533
Ad Valorem Taxes	3.9600 (voted debt)			57,624,181
Licenses and Permits		5,000,000	-	5,000,000
Charges for Services		125,000	-	125,000
Miscellaneous Revenues		660,000	300,000	960,000
TOTAL SOURCES		\$ 136,603,533	\$ 57,924,181	\$ 194,527,714
Fund Balances/Reserves/Net Assets		31,839,768	1,962,061	33,801,828
TOTAL REVENUES, TRANSFERS & BALANCES		\$ 168,443,301	\$ 59,886,242	\$ 228,329,542
EXPENDITURES:				
General Governmental Services		\$ 27,571,471	-	\$ 27,571,471
Public Safety		54,186,775	-	54,186,775
Physical Environment		18,438,439	-	18,438,439
Transportation		34,874,026	-	34,874,026
Debt Service		-	58,524,774	58,524,774
TOTAL EXPENDITURES		\$ 135,070,711	\$ 58,524,774	\$ 193,595,485
Fund Balances/Reserves/Net Assets		33,372,590	1,361,469	34,734,057
TOTAL APPROPRIATED EXPENDITURES		\$ 168,443,301	\$ 59,886,242	\$ 228,329,542

The tentative, adopted, and/or final budgets are on file in the office of the above referenced taxing authority as a public record.

RESOLUTION NO. 652

WHEREAS, the Central Florida Tourism Oversight District intends to adopt the FY2024 budget; and

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

WHEREAS, the Central Florida Tourism Oversight District set forth the appropriations and revenue estimate for the Budget for Fiscal Year 2024 in the amount of \$228,329,542; and (amount to be completed)

WHEREAS, the Central Florida Oversight District has, in accordance with Section 200.065) Florida Statutes,

1. Held a public hearing on September 13, 2023 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 27, 2023 for the purpose of receiving comments regarding the proposed millage rate and budget.

NOW, THEREFORE BE IT RESOLVED, that the Central Florida Tourism Oversight District, through its Board of Supervisors, hereby adopts the budget for the FY 2024.

BE IT FURTHER RESOLVED by the Board of Supervisors of the Central Florida Tourism Oversight District assembled in regular session this 27th day of September 2023 that this Resolution be spread in full upon the minutes of this meeting.

CENTRAL FLORIDA TOURISM OVERSIGHT DISTRICT

Martin Garcia
Chair of the Board of Supervisors

ATTEST:

Glenton Gilzean Jr.
District Administrator

Central Florida Tourism Oversight District

Board of Supervisors

Agenda Item 9.4

Page 1 of 1

Meeting Date	
September 27, 2023	
Agenda Item Name	
Resolution No. 653	
Requested Action	
Public hearing to consider adoption of proposed utility rates for the Central Florida Tourism Oversight District Utilities Division.	
Staff Report	
Consideration of request for Board consideration and adoption of proposed rates for water chilled water, electric, hot water, reclaimed water, solid waste, natural gas, and sewer for customers served by the Central Florida Tourism Oversight District effective for the first meter reading after September 17, 2023.	
Additional Analysis	
n/a	
Fiscal Impact Summary	
-0.8% reduction in the rates	
Exhibits Attached	
Resolution No. 653	

RESOLUTION NO. 653

**A RESOLUTION OF THE CENTRAL FLORIDA TOURISM
OVERSIGHT DISTRICT SETTING UTILITY RATES FOR FISCAL
YEAR 2024**

WHEREAS, the Central Florida Tourism Oversight District desires to adopt utility rates for water, chilled water, electric, hot water, reclaimed water, solid waste, natural gas and sewer customers as set forth in this Resolution; and

WHEREAS, the Central Florida Tourism Oversight District has conducted a public hearing on September 27, 2023 concerning the utility rates adopted by this Resolution.

NOW, THEREFORE, BE IT RESOLVED AND ENACTED by the Board of Supervisors of the Central Florida Tourism Oversight District, as follows:

SECTION 1. Recitals. The foregoing recitals are hereby ratified and confirmed as being true and correct and are made a part of this Resolution.

SECTION 2. Utility Rates Adoption. The Central Florida Tourism Oversight District, through its Board of Supervisors, hereby adopts the utility rates for water, chilled water, electric, hot water, reclaimed water, solid waste, natural gas and sewer customers as set forth in **Exhibit "1"** attached hereto.

SECTION 3. Severability. If any section, subsection, sentence, clause, phrase, word or provision of this Resolution is for any reason held invalid or unconstitutional by any court of competent jurisdiction, whether for substantive, procedural, or any other reason, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions of this Resolution.

SECTION 4. Conflicts. In the event of a conflict or conflicts between this Resolution and any other resolution, ordinance/resolution or provision of law, this Resolution controls to the extent of the conflict, as allowable under the law.

SECTION 5. Effective Date. This Resolution shall become effective on October 1, 2023 after adoption by the Board of Supervisors of the Central Florida Tourism Oversight District.

PASSED AND DULY ADOPTED, with a quorum present and voting, by the Board of Supervisors of the Central Florida Tourism Oversight District, this 27th day of September 2023.

Central Florida Tourism Oversight District

Martin Garcia,
Chairman, Board of Supervisors

ATTEST:

Glenton Gilzean, Jr.
District Administrator

Central Florida Tourism Oversight District

Board of Supervisors

Agenda Item 9.5

Page 1 of 1

Meeting Date	
September 27, 2023	
Agenda Item Name	
Resolution No. 654 - Proposed Utility Budget for FY2024	
Requested Action	
Consideration of Request for Board consideration and adoption of proposed 2024 Utility budget.	
Staff Report	
Additional Analysis	
N/A	
Fiscal Impact Summary	
Setting the budget for Fiscal Year 2024	
Exhibits Attached	
Resolution 654	

RESOLUTION NO. 654

A RESOLUTION OF THE CENTRAL FLORIDA TOURISM OVERSIGHT DISTRICT ADOPTING A UTILITY BUDGET FOR FISCAL YEAR 2024

WHEREAS, the Central Florida Tourism Oversight District desires to adopt a budget for the Utilities Division for the Fiscal Year 2024 as set forth in this Resolution; and

WHEREAS, the Central Florida Tourism Oversight District has conducted a public hearing on September 27, 2023 concerning the Utilities Division budget adopted by this Resolution.

NOW, THEREFORE, BE IT RESOLVED AND ENACTED by the Board of Supervisors of the Central Florida Tourism Oversight District, as follows:

SECTION 1. Recitals. The foregoing recitals are hereby ratified and confirmed as being true and correct and are made a part of this Resolution.

SECTION 2. Utilities Division Budget. The Central Florida Tourism Oversight District, through its Board of Supervisors, hereby adopts the budget attached hereto as **Exhibit "1"** for the Utilities Division for the Fiscal Year 2024.

SECTION 3. Severability. If any section, subsection, sentence, clause, phrase, word or provision of this Resolution is for any reason held invalid or unconstitutional by any court of competent jurisdiction, whether for substantive, procedural, or any other reason, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions of this Resolution.

SECTION 4. Conflicts. In the event of a conflict or conflicts between this Resolution and any other resolution, ordinance/resolution or provision of law, this Resolution controls to the extent of the conflict, as allowable under the law.

SECTION 5. Effective Date. This Resolution shall become effective on October 1, 2023 after adoption by the Board of Supervisors of the Central Florida Tourism Oversight District.

PASSED AND DULY ADOPTED, with a quorum present and voting, by the Board of Supervisors of the Central Florida Tourism Oversight District, this 27th day of September 2023.

Central Florida Tourism Oversight District

Martin Garcia,
Chairman, Board of Supervisors

ATTEST:

Glenton Gilzean, Jr.
District Administrator

Central Florida Tourism Oversight District

Board of Supervisors

Agenda Item 9.6

Page 1 of 1

Meeting Date	
September 27, 2027	
Agenda Item Name	
A resolution of the Central Florida Tourism Oversight District Adopting an Emergency Management Plan.	
Requested Action	
Consideration of Request for Board consideration and adoption of CFTOD Emergency Management Plan	
Staff Report	
Additional Analysis	
N/A	
Fiscal Impact Summary	
N/A	
Exhibits Attached	
CFTOD Emergency Management Plan	



CENTRAL FLORIDA TOURISM
OVERSIGHT
DISTRICT

**Hurricane
Emergency Management Plan**

September 2023

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General Hurricane Plan

Introduction

Hurricane season extends from June 1 through November 30 of each year. While the Central Florida area is not subject to storm surges as are the coastal areas, high winds, torrential rains, and storm-spawned tornadoes may pose a very real threat to this general area. The destructive winds of a major hurricane could affect structures within the boundaries of the Central Florida Tourism Oversight District (CFTOD).

In addition to the potential for storm-related injuries, structural damage, loss of power, water, and debris-laden streets, the Central Florida Tourism Oversight District is concerned with the welfare of the Residents, Guests and employees that remain within the confines of the District to ride out a hurricane.

This hurricane plan is a living document. It is to be reviewed and updated each year prior to hurricane season. The plan addresses actions taken in preparation to a hurricane, during a hurricane and after. All Departments within the District will utilize this hurricane plan and develop specified checklist in accordance with phase planning.

This plan will be utilized for strong tropical storms that require the activation of the Central Florida Tourism Oversight District (CFTOD) Emergency Operations Center (EOC) for impact to the CFTOD property and possible shut down of taxpayers/partners operations.

Purpose

The Central Florida Tourism Oversight District Hurricane Plan establishes a framework for effective preparedness District-wide. The plan focuses on:

- Reducing the exposure to Residents, Guests, District Employees and the assets of the District, to damage and injury resulting from a tropical storm or hurricane.
- Detail the actions taken by Central Florida Tourism Oversight District employees in the response to a tropical storm or hurricane.
- Identifies post-storm procedures, business resumption and damage tracking.

For the purposes of this Hurricane Plan, any location within the District, with the exception of the EOC, that house a ride-out crew will be identified as a Command Post (CP).

Phases of Preparedness

The Central Florida Tourism Oversight District uses a phased approach to storm preparedness. The phased approach allows for a coordinated and timely effort in preparing for an imminent storm. It is important to note in the phased approach the actual wind conditions and rain intensity is factored into the time frame when the Executive Policy Team, at the Emergency Operations Center, establishes phases of action. These Phases of actions may be accelerated due to the storm conditions.

Sustained wind velocity of 45mph for extend period is the threshold in which taxpayers/partners consider shutdown of operations. This is the same wind velocity in which Central Florida Tourism Oversight District Fire Department and Orange County Sheriff's Office personnel vehicles remain static and condition assessments are made before dispatching units to call.

Phase Five Monitoring

Storm Possible within 36 to 72 Hours

- Review current plan, checklists and business recovery plans.
- Review personnel and resource availability for the ride-out crew (if applicable).
- Verify contact numbers and emergency data.
- Prepare the CFTOD EOC for activation (Security & Emergency Management).
- Notify personnel on duty of Phase Five. Give current update on hurricane status provided by CFTOD Security & Emergency Manager.
- Inspect gates, buildings, structures to secure tie downs, signs, equipment, and outside storage items.
- Maintain a state of readiness to assist in the evacuation of residents and employees.
- Prepare request for hurricane supplies and equipment for Facilities.
- Security & Emergency Management participates in weather briefings with the National Weather Service (NWS) and calls with Orange & Osceola Counties.
- Security & Emergency Management communicates with taxpayers/partners & residents.
- Communication sent from District Administrator or designee to all employees.
- Notify Director of Security & Emergency Management or designee when protective measures completed for Phase Five.

Phase Four

Storm likely within 24 to 36 Hours

- General readiness imposed.
- Notify personnel on duty of Phase Four. Give current update on hurricane status provided by CFTOD Security & Emergency Manager.
- Review checklists.
- Consider possible shut down of long lead operations and not starting extended operations (i.e. construction).
- Limited activation and staffing of CFTOD EOC.
- Security & Emergency Management participates in weather briefings with the National Weather Service (NWS) and calls with Orange & Osceola Counties.
- Security & Emergency Management communicates with taxpayers/partners & residents.
- Final request for supplies and equipment submitted to Facilities (36hrs).
- District Emergency Management Team Teams call.
- Communication sent from District Administrator or designee to all employees.
- Notify Director of Security & Emergency Management or designee when protective measures completed for Phase Four.

Phase Three

Storm probable within 12–24 Hours

- Intensify clean up and tie down.
- Prepare for Phase Two activity.
- Notify personnel on duty of Phase Three. Give current update on hurricane status provided by CFTOD Security & Emergency Manager.
- Ensure radio batteries charged.
- Test-start generators.
- Reduce operations to absolute minimum.

Operating Guide
Hurricane Emergency Management Plan

- At storm 24 hours out, selected ride-out crew personnel are given the opportunity to go home and secure personal property (Selected ride out crew personnel report back to their work site by the start of Phase Two).
- Report areas requiring additional clean up.
- Ensure all District vehicles fueled to full.
- Security & Emergency Management participates in weather briefings with the National Weather Service (NWS) and calls with Orange & Osceola Counties.
- Security & Emergency Management communicates with taxpayers/partners & residents.
- Residents of Lake Buena Vista and Bay Court are notified of impending storm and evacuation within 12hrs (if required by Orange County).
- District Emergency Management Team Teams call.
- Communication sent from District Administrator or designee to all employees.
- Decisions on District re-opening and closures for non-essential personnel finalized by 12hrs to impact.
- Notify Director of Security & Emergency Management or designee when protective measures completed for Phase Three.

NOTE: Phase Three is when the Emergency Operation Center opens. This is an executive decision and is subject to change.

Phase Two

Storm Impending within 6 to 12 Hours

- Complete clean up and tie down activities short of shutdown.
- Ride-out crew fully staffed at start of Phase One or as directed by the CFTOD EOC.
- Notify personnel on duty of Phase Two. Give current update on hurricane status provided by CFTOD Emergency Manager.
- Distribute supplies to appropriate locations if not already done (Facilities).
- Ensure all District vehicles, not in use, are moved to CFTOD Orange Parking Garage.
- Ensure all District vehicles fueled to full.
- Personnel not in ride-out crew released as soon as possible.
- Suspend normal operations still underway.
- Final inspect building perimeters.
- Verify a good seal on doorways and windows.
- Post ride-out crew and secure ride out locations - control ingress & egress from these locations.
- Verify ride-out crew has at least two means of communication.
- If no other areas require assistance, send non-essential personnel home.
- CFTOD Administration Building, Fleet Maintenance & Environmental Sciences Buildings locked down and secured.
- Security & Emergency Management participates in weather briefings with the National Weather Service (NWS) and calls with Orange & Osceola Counties.
- Security & Emergency Management communicates with taxpayers/partners & residents.
- Residents of Lake Buena Vista and Bay Court notified of evacuation (if required by Orange County).
- District Emergency Management Team Teams call.
- Communication sent from District Administrator or designee to all employees.
- Notify Director of Security & Emergency Management or designee when protective measures completed for Phase Two.
- Taxpayer/Partner activity impacting District:

Operating Guide
Hurricane Emergency Management Plan

- Closures.
- Hotels prepare for shelter in place.

Warning: Non-essential personnel sent home prior to the onset of severe weather conditions.

Phase One

Storm imminent, take shelter

- Shut down activities and immediately take shelter.
- Fulfill ride-out requirement plans.
- Security & Emergency Management participates in weather briefings with the National Weather Service (NWS) and calls with Orange & Osceola Counties.
- Security & Emergency Management communicates with taxpayers/partners & residents.
- Notify personnel on duty of Phase One. Give current update on hurricane status provided by CFTOD Security & Emergency Manager.
- Notify employees through Regroup mass notification system and/or employee call list directed by CFTOD EOC.
- CFTOD EOC maintains communications with taxpayer EOC's, Command Centers and residents.
- Notify Director of Security & Emergency Management or designee when protective measures completed for Phase One.

Post-Storm Phase

- Command Centers submit situation reports to the CFTOD EOC.
- Establish positive business resumption/recovery schedule.
- Photograph and video areas for damage documentation.
- Notify employees, through Regroup mass notification system and/or employee call list directed by CFTOD EOC, to report back as soon as possible and practical.
- Personnel are dispatched to secure designated unsafe areas.
- Begin post-storm clean up. Document damage and incremental labor overtime incurred.
- Assessment Teams sent to check roadways, traffic lights, walkways, and sidewalks (details in Fire Department, Planning & Engineering & Building & Safety plans).
- As soon as practical, submit a Situation/Damage Report to the CFTOD EOC.
- Notify Residents through email or Regroup mass notification when safe to return to communities.
- Notification to taxpayers/partners when roadways have been cleared and able to resume operations on roadways.

WARNING: PRIOR TO POST-STORM ENTRY OF ANY CFTOD STRUCTURE, AN “ALL CLEAR” MUST BE RECEIVED FROM THE CFTOD EOC ADVISING THAT IT IS SAFE TO RE-ENTER THAT STRUCTURE OR BUILDING.

NOTE: In developing the business recovery checklist procedures for the Post-Storm Phase, refer to the Insurance Hurricane and Storm Damage Tracking and the Hurricane and Storm Damage Tracking for Contents Damage documents.

**Operating Guide
Hurricane Emergency Management Plan**

Phases of Hurricane Preparedness Chart

CFTOD EOC Levels of Activation	Orange/Osceola Counties EOC Levels of Activation	CFTOD Phases of Preparedness	Basic Description
<u>Level Three</u> Monitoring	<u>Level Three</u> Monitoring	<u>Phase Five</u> Monitoring Storm Possible	<ul style="list-style-type: none"> • Review current plan, checklists and business recovery plans. • Review personnel and resource availability for the ride-out crew (if applicable). • Verify contact numbers and emergency data. • Prepare CFTOD EOC for activation.
<u>Level Two</u> Partial Activation	<u>Level Two</u> Partial Activation	<u>Phase Four</u> Storm likely within 24–36hrs	<ul style="list-style-type: none"> • General readiness imposed. • Brief personnel. • Review checklists. • Consider possible shut down of long lead operations and not starting extended operations. • Limited activation and staffing of CFTOD EOC.
		<u>Phase Three</u> Storm probable within 12–24hrs	<ul style="list-style-type: none"> • Intensify clean up and tie down. • Prepare for Phase Two activities. • Selected ride-out crew personnel given the opportunity to secure their personal property. (If applicable) • Residents notified of impending storm and potential evacuation. • Charge radio batteries. • Test start generators.
<u>Level One</u> Full Scale Activation	<u>Level One</u> Full Scale Activation	<u>Phase Two</u> Storm impeding within 6-12hrs	<ul style="list-style-type: none"> • Taxpayer closures. • Hotels prepare for shelter in place. • Complete clean up and tie down activities short of shutdown. • Ride-out crew fully staffed at start of phase 1 or as directed by the CFTOD EOC. • Personnel not in ride-out crew released as soon as possible. • Residents notified of mandatory/voluntary evacuation.
		<u>Phase One</u> Storm imminent, take shelter	<ul style="list-style-type: none"> • Shut down activities and immediately take shelter. • Fulfill ride-out requirements.
		<u>Post-Storm Phase</u>	<ul style="list-style-type: none"> • Command Centers submit situation reports to the CFTOD EOC. • Establish positive business resumption/recovery schedule. • Notify employees through Regroup mass notification of call back as directed by the CFTOD EOC.

EOC Activation

The Central Florida Tourism Oversight District will activate the CFTOD EOC in a phased approach. During Phases 5 and 4 of Hurricane Preparedness, the EOC may activate in a warm mode for Emergency Management to monitor storm and conduct pre-activation activities. During Phase 3 the EOC will open for partial activation; phones and weather will be monitored. Full activation will take place during Phase 2 and the EOC will be staffed with required representatives throughout the tropical storm/hurricane that initiated activation.

EOC Location:

Reedy Creek Fire Station 1
651 E. Buena Vista Dr.
Lake Buena Vista, Florida 32830

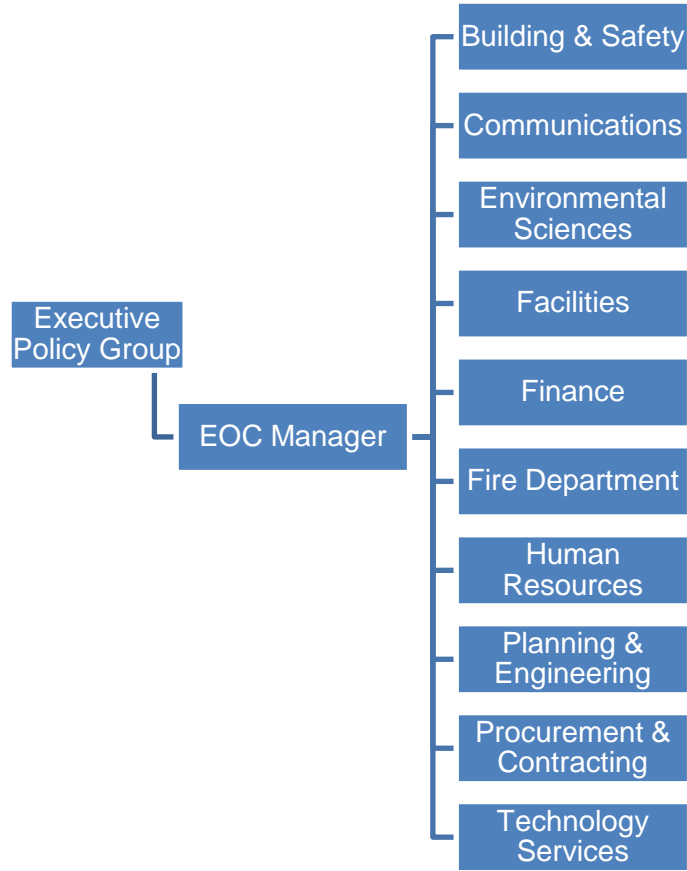
EOC Representatives:

District Administration
Security & Emergency Management
Fire Department
Building & Safety
Planning & Engineering
Technology Services
Reedy Creek Energy Services (RCES)
Facilities
GIS

Departments that will be asked to join during recovery:

Finance
Human Resources
Environmental Sciences
Contract & Procurement
Communications

Hurricane Organizational Chart



Phone Numbers

Location	Phone Number (tie line)
CFTOD EOC	407-828-8049 407-828-8204 (fax)
WDW EOC	407-827-6663 (8-238) 407-827-1095 (fax)
WDW Security Communications Center	407-560-7959 (Security) 407-827-4777 (Control)
Security & Emergency Manager	Tanya Naylor-Molea – 407-506-8669
Risk Manager	Chris Moss- 407-468-6416
On Duty Commander	407-468-8332
Fire Station 1	407-828-8050
Fire Station 2	407-828-8060
Fire Station 3	407-828-8070
Fire Station 4	407-828-8077
Communications Center	407-560-1977
Fire Department Admin	Chief LePere- 321-246-3024 Deputy Chief Ferrari- 407-468-9807 Deputy Chief Edwards- 407-473-0998
Facilities	Kerry Satterwhite- 407-669-0614 Jessie Mack Burns- 321-395-1590 Bailey Neff- 407-242-7801 John Welfel- 407-468-7398 Steve Mendygral- 407-717-4970
Information Technology Service	Yenni Hernandez- 321-200-5757 Ron Zupa- 321-246-2144
Building and Safety	Mike Rickabaugh- 407-468-1385
Planning and Engineering	Katherine Luetzow- 407-840-1246 Max Elliott- 407-848-8124
Human Resources	Jason Middleton- 407-316-5747 Michele Dicus- 407-473-4161
Communications	Eryka Washington- Perry- 407-497-4834
Environmental Sciences	Mike Crikis- 407-450-6566 Jeff Holland- 321-436-9617 Wendy Duncan- 407-690-7746
Finance	Susan Higginbotham- 321-318-5354
Procurement & Contracting	Tiffany Kimball- 321-347-2168
Construction	Craig Sandt- 321-201-8391

See Emergency Contact list for additional Department contact numbers

Ride-Out Crew Information

A Ride-Out Crew Member's role is to reside on property during a hurricane and assist with service to residents and Guests, perform emergency duties, and perform post-storm assessment and cleanup. When notified to stand by for ride-out crew activation, secure your home and personal belongings. Inform family you may be unable to contact them and vice versa for up to 72 hours; phone lines may be out due to the storm. Phone calls at work are limited to those of a business or emergency nature.

You must be able to repeatedly lift 40 to 50-pound sand bags in order to secure our property. You will be assigned various post storm response and recovery duties (e.g., general debris clean up).

NOTE: Expect to spend 72 hours on property.

Personal Needs

Items to bring with you:

- Pillows
- Blankets
- Sleeping bags
- Toiletries
- Comfortable clothes (for three days), including clothing to sleep in
- Extra shoes and socks, uniforms/clothing appropriate for storm recovery work (you will probably get wet)
- Prescription medication
- Snacks and any special dietary foods or supplements
- Name tag, District ID, and lanyard
- Wristwatch
- District-issued rain gear
- Phone chargers

General Information

- Plan to bring food for up to 72hrs. (Meals may be provided but not guaranteed. If you have special dietary needs, you are responsible for providing the products necessary to address those needs.)
- Rain gear and boots are issued if necessary.
- Designated quiet areas are established for sleeping.
- Showers are available for ride-out crew members.
- Ride-Out Crew Members are "on the clock" and paid for hours worked.
- Ride-Out Crew Members abide by Central Florida Tourism Oversight District policies and guidelines.

Insurance Hurricane and Storm Damage Tracking

The following procedures shall be adhered to when hurricane/storm damage is imminent to the Central Florida Tourism Oversight District Property. Non-compliance may cause a significant impact with claim recovery or reimbursement from insurance coverage. We maintain large deductibles, therefore prompt, safe and prudent action both keeps costs down, makes everyone's jobs easier and restores operations more swiftly.

Initial Damage Assessment Process

- Ride out crews in District Buildings will be directed by CFTOD EOC, when safe, to conduct initial damage assessment of building and area.
- Reports will be called into the CFTOD EOC where Building & Safety and Facilities will be notified for implementation of formal assessments and management of corrective actions.
- District Eye will be utilized to document damage and downed trees.
- Efforts to secure property and remediate further losses should begin immediately. Prompt, prudent remediation cost is covered by insurance.

Damage Assessment Process

- Photograph (including video if appropriate) damages that are a result of the hurricane/storm. Photograph to the fullest extent possible.
- Provide Central Florida Tourism Oversight District Risk Management with immediate notification of damages/losses, including an estimate of repair or replacement costs if possible.
- Track labor and material costs for repair work (resulting directly from storm damage) performed by Central Florida Tourism Oversight District personnel. Include requisitions, purchase orders and stock withdrawals. Straight time and overtime should be entered separately. Retain all timesheets and other documentation to support labor costs. Each area will be responsible for maintaining accurate and complete tracking of charges.
- If time permits, obtain proposals from outside contractors/vendors for work to be performed. Obtain copies of invoices and contracts for storm-related repairs.
- Update CFTOD Risk Management and Finance on a regular basis, possibly weekly with any changes in repair cost estimates or actual costs.
- Be certain to separate costs for enhancements beyond original design. Insurance coverage excludes enhancements (extensive detail is necessary for the enhancement determination).
- As a reminder, our insurance companies will expect us to use competitive contractors whenever possible. Emergencies may not allow for a bidding process but contractors on master agreements have been pre-qualified and we are aware of their labor and mark-up rates.

Hurricane and Storm Damage Labor Cost Tracking

District labor used beyond regular scheduled work time captured separately to ensure appropriate accounting of labor time. It is important that labor hours are accounted for in the event that an insurance or other claim is made.

- Ride out crew labor should be tracked if it extends beyond the regularly scheduled shift.
- Track labor costs for repair and other work (resulting directly from storm damage) that is performed by Central Florida Tourism Oversight District personnel.
- Straight time and overtime should be entered separately.
- Retain all timesheets and other documentation to support labor costs. Each area will be responsible for maintaining accurate and complete tracking of charges.
- **NOTE:** See Labor Tracking Form in Appendix.

Insurance Hurricane and Storm Damage Tracking for Contents Damage

The following procedures should be adhered to when hurricane/storm activity has damaged the contents contained inside a building (e.g., inventories, supplies, fixtures, office equipment and supplies, and other contents-type items) at CFTOD facilities.

Non-compliance with these guidelines could significantly impact claim recovery or reimbursement from insurance coverage.

- Damaged inventory items should be immediately separated from undamaged items. Any damaged inventory items that can be salvaged should be taken care of appropriately and protected from further loss. Documentation should be retained for the salvage services.
- Damaged goods should be retained for an insurance adjuster's visit to arrange for joint inventory, evaluation, and disposition. This may not be possible with perishable foods etc. and when necessary, proceed with dumping, and an inventory of damaged goods should be retained. Photographs should be used to further document damaged items.
- For electrical equipment, electronics, computer hardware and software, damage may require prompt attention and servicing. Usually this equipment can be saved if action is taken immediately. If the equipment is not salvageable, inventory and retain damaged equipment and inspection documentation for an insurance adjusters visit.

NOTE: This is in addition to documenting the expenses associated with building damages.

Please be extra careful when out following a storm. Storm damage may create new safety hazards that did not previously exist. This includes damage to buildings, missing street/traffic signs, wind-blown or water-moved objects or displaced animals. Your safety is far more valuable than our property.

Definitions/Abbreviations

Term	Definition
CC	Command Center
CP	Command Post
EOC	Emergency Operations Center
Gale Warnings	Issued when winds of 39-54 mph. are expected.
Hurricane Season	The period of June 1 through November 30, in which tropical weather disturbances of hurricane intensity are most likely to occur with a peak during the month of September. There have been rare occurrences in which storms were experienced before June and after November.
Hurricane Watch	An announcement that sustained winds of 64 knots (74 mph or 119 km/hr.) or higher are possible within the specified area in association with a tropical, subtropical, or post-tropical cyclone. Because hurricane preparedness activities become difficult once winds reach tropical storm force, the hurricane watch is issued 48 hours in advance of the anticipated onset of tropical storm force winds.
Hurricane Warning	An announcement that sustained winds of 64 knots (74 mph or 119 km/hr.) or higher are expected somewhere within the specified area in association with a tropical, subtropical, or post-tropical cyclone. Because hurricane preparedness activities become difficult once winds reach tropical storm force, the warning is issued 36 hours in advance of the anticipated onset of tropical-storm-force winds (24 hours for the Western North Pacific). The warning can remain in effect when dangerously high water or a combination of dangerously high water and waves continue, even though winds may be less than hurricane force.
CFTOD/District	Central Florida Tourism Oversight District
Tropical Disturbances	A moving area of thunderstorms originating in tropical waters that maintains its intensity for a period of 24 hours or more
Tropical Storm	Distinct rotary circulation, constant wind speed ranges of 39 to 73 mph
Tropical Storm Watch	An announcement that sustained winds of 34 to 63 knots (39 to 73 mph or 63 to 118 km/hr.) are possible within the specified area within 48 hours in association with a tropical, subtropical, or post-tropical cyclone.
Tropical Storm Warning	An announcement that sustained winds of 34 to 63 knots (39 to 73 mph or 63 to 118 km/hr.) are expected somewhere within the specified area within 36 hours (24 hours for the Western North Pacific) in association with a tropical, subtropical, or post-tropical cyclone.

Hurricane Intensity Scale

Storm Category	Central Pressure	Surface Winds(mph)	Storm Surge (in feet)
1	28.94 or more	74-95	4-5
2	28.50 to 28.93	96-110	6-8
3	27.91 to 28.51	111-129	9-12
4	27.17 to 27.90	130-156	13-18
5	27.16 or less	157+	18+

Location Specific Information

NOTE: Each Central Florida Tourism Oversight District Department will provide Central Florida Tourism Oversight District Security & Emergency Management with and update Hurricane Plan specific to their department activities prior to the start of hurricane season. This may be provided as a plan or in the form of a checklist that is consistent with the District's Hurricane plan phased approach.

Questions and assistance in regards to this process please reach out the Central Florida Tourism Oversight District Security & Emergency Manager.

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Hurricane Emergency Management Plan**

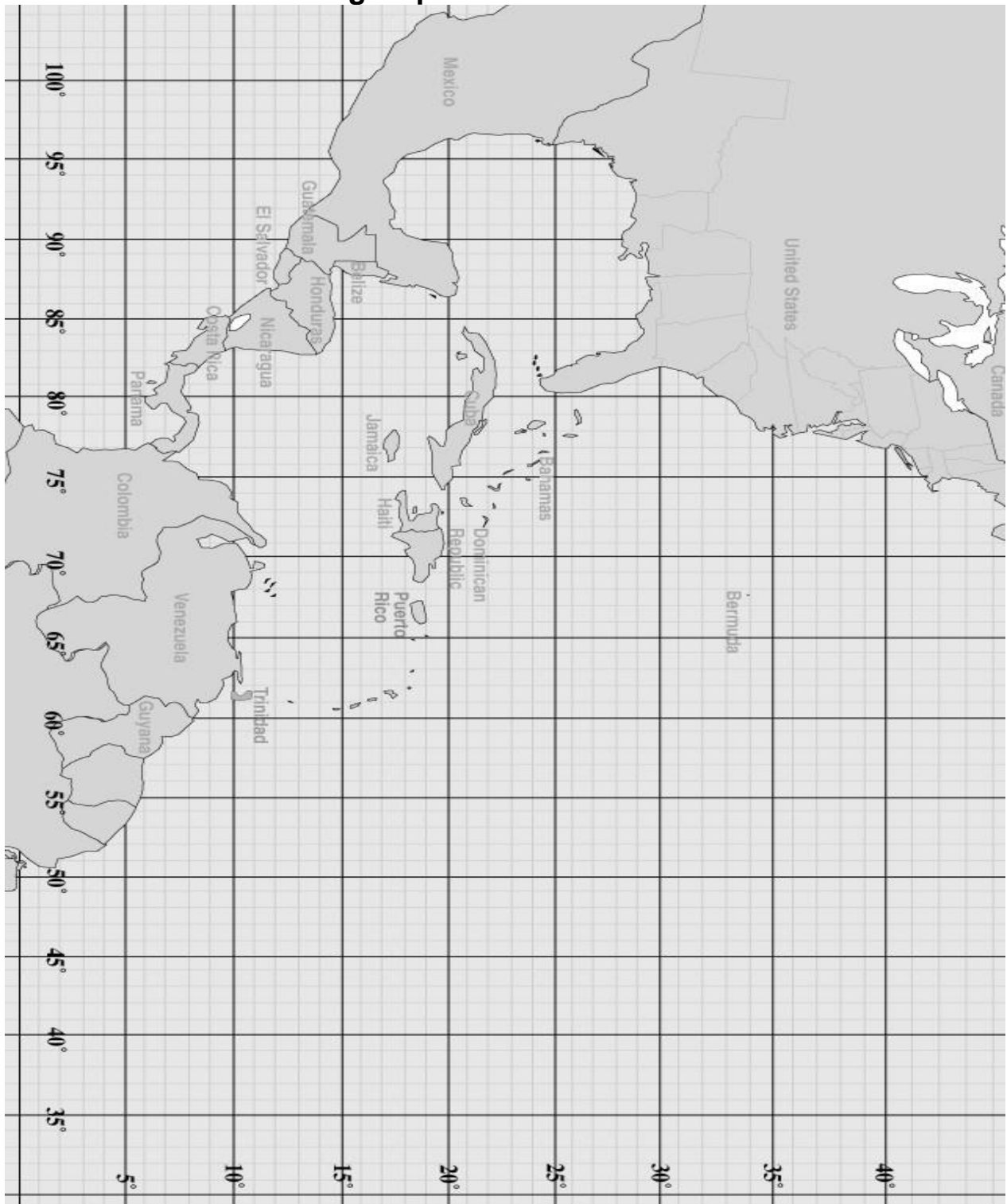
Ride-Out Crew List

Name	Assignment	Work Phone	Home Phone	Assigned Shelter #

NOTE: The local department/area hurricane coordinator or designee must conduct central check-in and checkout location for the ride-out members.

Appendix

Hurricane Storm Tracking Map



Forms

Hurricane Supplies Request

Supply and Equipment Needs should be submitted to the Facilities team during Phase Four (no later than 36hrs to storm).

Location: _____

Contact Name: _____

Contact Phone number: _____

Item	Description	Quantity
Flashlights	2D size	
Batteries	D cell	
Hard Hats	White/construction type	
Visqueen		
First Aid Kits		
Cots	Additional bedding for EOC	
Towels	Bath/hand towels and wash clothes	
Sheets		
Sand Bags		
Duct Tape		
Bags	Garbage bags utilized to cover computer equipment	
Light Sticks		
Safety Glasses		
Bottled Water		
Gloves		
Respirator Masks		
Battery Charger	Portable/radio	
Additional request not listed		

Fire Department submit supply request utilizing daily supply list request.

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Location: _____
Contact Name: _____
Contact Phone number: _____

Equipment Needs

Code: D= District-owned R= rental

Code	Quantity	Description	Location	Use	Contact/Phone #

NOTE: These are items such as pumps, hoses, light towers, generators, etc. Submit to Security & Emergency Management during Phase Four (no later than 36hrs to storm).

Resource Inventory

Inventory of resources should be conducted and inventory sheet provided to the CFTOD EOC for resource management.

Department: _____

Radio Device

Make	Model	Frequency	Quantity	Location	Code/ Call Sign

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Department: _____

Vehicle (Motor vehicles, Boats, other vehicle resources)

CFTOD ID #	Type	Location	Quantity

Labor Tracking Form

Department Name: _____

Date: _____

TS/Hurricane Name: _____

Employee Name (Last, First)	Time Worked	Regular Hours	Overtime Hours	Block Pay	Comments

NOTE: A new form is required for each day or additional labor relating to the Tropical Storm/Hurricane.

Plan Maintenance

This document should be reviewed for accuracy yearly prior to Hurricane Season. Central Florida Tourism Oversight District Emergency Management is responsible to the updating of this plan.

CFTOD Director of Security & Emergency Management
▪ 407-506-8669

In accordance with the Central Florida Tourism Oversight District Records Information Management (RIM) procedures, Emergency Management will be the custodian of this record. All copies in your locations should be considered convenience copies. In accordance with s. 119.071(3), F.S., portions of this document may be considered confidential and exempt from disclosure.

RESOLUTION NO. 655

A RESOLUTION OF THE CENTRAL FLORIDA TOURISM OVERSIGHT DISTRICT ADOPTING AN EMERGENCY MANAGEMENT PLAN.

WHEREAS, the Central Florida Tourism Oversight District (“District”) exists pursuant its enabling act codified at Chapter 2023-5, Laws of Florida becoming effective on February 27, 2023 (the “Act”); and

WHEREAS, the District desires to adopt an emergency management plan as set forth herein.

NOW, THEREFORE, BE IT RESOLVED AND ORDAINED by the Board of Supervisors of the Central Florida Tourism Oversight District, as follows:

SECTION 1. Recitals. The foregoing recitals are hereby ratified and confirmed as being true and correct and are hereby made a part of this Resolution.

SECTION 2. Adoption of Emergency Management Plan. The attached Emergency Management Plan is hereby adopted and created.

SECTION 3. Severability. If any section, subsection, sentence, clause, phrase, word or provision of this Resolution is for any reason held invalid or unconstitutional by any court of competent jurisdiction, whether for substantive, procedural, or any other reason, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions of this Resolution.

SECTION 4. Effective Date. This Resolution shall become effective upon adoption by the Board of Supervisors of the Central Florida Tourism Oversight District.

PASSED AND DULY ADOPTED, with a quorum present and voting, by the Board of Supervisors of the Central Florida Tourism Oversight District, this September 27th day of 2023.

CENTRAL FLORIDA TOURISM OVERSIGHT DISTRICT

By: _____
Martin Garcia
Chair of the Board of Supervisors

Attested:

By: _____
Glenton Gilzean, Jr.
District Administrator