

## MINUTES OF MEETING

Board of Supervisors

Reedy Creek Improvement District

*June 22, 2022*

9:30 a.m.

President Hames called the regular meeting of the Reedy Creek Improvement District Board of Supervisors to order at 9:31 a.m. on Wednesday, June 22, 2022 at the Administrative Offices of the District, 1900 Hotel Plaza Boulevard, Lake Buena Vista, Florida.

Those present were Larry Hames, Jane Adams, Don Greer, and Leila Jammal, constituting a quorum of the Board of Supervisors. Others in attendance included; John Classe, District Administrator; Tina Graham, District Clerk; Tracy Borden, Assistant District Clerk; and Ryan Conrad, Administration; Chris Quinn, Susan Higginbotham and Heidi Powell, Finance; Samarth Thomas, Technology Services; Ed Milgrim and Ilana Perras, Milgrim Law Group.; Kate Kolbo, Planning & Engineering; Michele Dicus and Eddie Fernandez, Human Resources; Eryka Washington and Erin O'Donnell, Communications; Jessica Keller, Communications Intern; Anthony Kasper and Mark Swanson, RCES; Mike Rickabaugh, Building & Safety; Tanya Naylor, Roger Smith and Robert "Bob" Sierra, RCFD; Kimberly Wolfbrandt-Williams, spouse of Mr. Sierra and Richard Bilbao, Orlando Business Journal. Those participating via teleconference were: Lexy Wollstadt, Finance; Kerry Satterwhite and Craig Sandt, Facilities; Mike Crikis, Jeff Holland and Wendy Duncan, Environmental Sciences; and Yenni Hernandez, Technology Services.

### **SAFETY MINUTE**

Mr. Fernandez presented the safety instructions for the Administration Building. Mr. Fernandez identified the locations of the emergency exits and the location of the two AEDs in case of an emergency. Mr. Fernandez advised that in the event of a fire, there are two exits on the first floor and emergency personnel wearing safety vests will escort everyone to the nearest exit. Mr. Fernandez advised that a first-aid kit is located at the Security Guard's desk right outside the Boardroom. Mr. Fernandez advised that the topic of the month is Heat Safety. It is important to make sure you use caution when exposed to the sun by using SPF 30 or greater or SPF clothing to help prevent sunburn which could lead to skin cancer. It is also important to stay hydrated and to be cautious of heat strokes. With July 4<sup>th</sup> only 2 weeks away, Mr. Fernandez reminded everyone that safety should be practiced every day to become second nature.

## **APPROVAL OF MINUTES**

Minutes from the May 25, 2022 BOS Meeting were approved and accepted as presented.

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

## **REPORTS**

A departmental report was presented by the District Administrator.

Mr. Classe advised that when we have someone retire from the District with significant years of service, we want to recognize them with the Board of Supervisors. Today, we would like to recognize Bob Sierra, Lieutenant/Paramedic from the Fire Department for his just under 21 years with the District. Bob will be retiring effective June 30, 2022. Mr. Sierra will be presented with a plaque for his years of service. Mr. Classe invited Mr. Roger Smith to come up and say a few words. Mr. Smith advised that he has worked with Bob for 20 years. They started their career together with RCFD on the same day. Bob, having more years of experience was able to pass on his knowledge to Mr. Smith. Bob's words of wisdom, is that he really enjoyed working for the District and plans to spend his retirement cruising on his boat and spending time in Captiva, FL.

Mr. Classe announced that the District has lost an important member of the family a few weeks ago, Jerry Wooldridge. Jerry retired from the District at the end of May and lost his health battle shortly thereafter. A Celebration of Jerry for his family is being planned and details will be shared as soon as they are available. Please keep his family, Jonna, Erin and Karla in your thoughts and prayers. Jerry was very successful at leading his team and he will be missed.

## **CONSENT AGENDA**

President Hames proceeded to the Consent Agenda and advised that the Consent Agenda exists of general administrative items and items under a specific cost threshold. Any item can be pulled from the Consent Agenda for further discussion, if requested. Consent Agenda items are shown below:

### **Item 6A – World Drive North Phase II – Construction Trailer and Laydown Area Support Amendment**

CONSIDERATION of Request for Board approval to amend the previous authorization for contracts, work authorizations and purchase orders in the additional amount of **\$13,143.00**, for set-up of electrical and communication systems within the RCID Typhoon Lagoon Trailer Compound and RCID Construction Laydown Area for support of the RCID construction projects. Funding for this request is included in the approved project budget and is derived from the RCID 2016-2024 Transportation Projects Ad Valorem Bonds. **(EXHIBIT A)**

### **Item 6B – Reappointment of Craig Redfern to the Board of Appeals**

CONSIDERATION of Reappointment of **Craig Redfern** to the Board of Appeals for a three-year term to expire June 2025.

**Item 6C – Live Front to Dead Front Switch Replacement Phase 2 (P1128) – Reallocation of Initial Budget**

CONSIDERATION of Request for Board approval to reallocate the initial budget for the Live Front to Dead Front Switch Replacement Phase 2 project by reducing approved funding in the Construction and Owner-Furnished Material (OFM) line items and increasing funding in the RCES Soft Cost line item. The total budget amount will remain unchanged. Funding for this request will be derived from the RCID Series 2021-1 Utility Revenue Bonds (Non-Taxable). **(EXHIBIT B)**

President Hames asked if anyone had a reason to bring up any items on the Consent Agenda for further discussion. No items were pulled from the Consent Agenda for review. Upon motion by Ms. Jammal and duly seconded, the Board unanimously approved the Consent Agenda.

**REGULAR AGENDA**

**Item 7A – Perimeter Canal Bridge (P1119) – Revision of Initial Budget**

Mr. Kasper requested Board approval to revise the initial budget from \$3,290,000.00 to \$4,240,000.00 for the Perimeter Canal Bridge project. Funding for this request will be derived from the RCID Series 2021-1 Utility Revenue Bonds (Non-Taxable). Mr. Kasper advised that this project was presented to the Board in October for the approval of the construction. Due to unforeseen conditions the work will need to be done at night. President Hames asked if there were any public comments on this request and there were none. Upon motion by Ms. Jammal and duly seconded, the Board unanimously approved the request. **(EXHIBIT C)**

**Item 7B – Perimeter Canal Bridge (P1119) – Construction Services**

Mr. Kasper requested for Board approval to execute a Change Order to Agreement #C005996 with **Southland Construction, Inc.**, in the amount of **\$584,977.92** for additional construction services for the Perimeter Canal Bridge project. Staff also requests Board authorization for the District Administrator to execute change orders up to an aggregate amount of **10%** of the contract amount. Funding for this request will be derived from the RCID Series 2018-1 Utility Revenue Bonds (Non-Taxable). Mr. Kasper advised that this project is estimated to last an additional ten weeks for heavy construction. President Hames asked if there were any public comments on this request and there were none. Upon motion by Ms. Adams and duly seconded, the Board unanimously approved the request. **(EXHIBIT C)**

**Item 7C – Perimeter Canal Bridge (P1119) – RCES Soft Costs**

Mr. Kasper requested Board approval of an additional amount Not-To-Exceed **\$400,000.00** for RCES engineering and construction support, including survey, submittal review and project inspection costs for the Perimeter Canal Bridge project. This request includes Board authorization for RCID's and/or RCES's direct purchase of miscellaneous goods and ancillary professional services as necessary for the project. Funding for this request will be derived from the RCID Series

2018-1 Utility Revenue Bonds (Non-Taxable). President Hames asked if there were any public comments on this request and there were none. Upon motion by Ms. Jammal and duly seconded, the Board unanimously approved the request. **(EXHIBIT C)**

**Item 7D – Live Front to Dead Front Switch Replacement Phase 2 (P1128) – Owner-Furnished Materials (OFM)**

Mr. Kasper requested Board approval of Owner-Furnished Materials (OFM) in the amount of **\$700,000.00** for the Live Front to Dead Front Switch Replacement Phase 2 project. Funding for this request will be derived from the RCID Series 2021-1 Utility Revenue Bonds (Non-Taxable). President Hames asked if there were any public comments on this request and there were none. Upon motion by Ms. Adams and duly seconded, the Board unanimously approved the request.

**Item 7E – Live Front to Dead Front Switch Replacement Phase 2 (P1128) – Construction Services**

Mr. Kasper requested Board approval to execute an agreement with **Maddox Electric Company, Inc.**, in the amount of **\$718,024.00** for construction services for the Live Front to Dead Front Switch Replacement Phase 2 project. Staff also requests Board authorization for the District Administrator to execute change orders up to an aggregate amount of **10%** of the contract amount. Funding for this request will be derived from the RCID Series 2021-1 Utility Revenue Bonds (Non-Taxable). Mr. Kasper reported that bids went to four firms and three responded. President Hames asked if there were any public comments on this request and there were none. Upon motion by Mr. Greer and duly seconded, the Board unanimously approved the request. **(EXHIBIT B)**

**Item 7F – Live Front to Dead Front Switch Replacement Phase 2 (P1128) – RCES Soft Costs**

Mr. Kasper requested Board approval of an additional amount Not-To-Exceed **\$150,000.00** for RCES engineering and construction support including survey, submittal review and project inspection costs for the Live Front to Dead Front Switch Replacement Phase 2 project. This request includes Board authorization for RCID's and/or RCES's direct purchase of miscellaneous goods and ancillary professional services as necessary for the project. Funding for this request will be derived from the RCID Series 2021-1 Utility Revenue Bonds (Non-Taxable). President Hames asked if there were any public comments on this request and there were none. Upon motion by Mr. Greer and duly seconded, the Board unanimously approved the request.

**Item 7G – Fiber Installation Agreement**

Mr. Classe requested Board approval to ratify execution of an Installation Agreement between the Reedy Creek Improvement District (District) and **Walt Disney Parks and Resorts U.S., Inc. (WDP&R)**, in which the District agrees to contract for and manage the installation of fiber optic utilities. WDP&R agrees to pay for the installation of such utilities, including payment to the District for construction administration and management services provided by the District. Mr. Classe reported that this is an agreement to facilitate work and there is no cost to the District. President Hames asked if there were any public comments on this request and there were none. Upon motion by Ms. Adams and duly seconded, the Board unanimously approved the request. **(EXHIBIT D)**


**8. OTHER BUSINESS**


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

Mr. Classe then presented the Final Thought from a Song by Van Morrison, Into The Mystic, *"Smell the sea, and feel the sky. Let your soul and spirit fly."*

There being no further business to come before the Board, the meeting was adjourned at 9:55 a.m.

ATTEST

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

  
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Lawrence C. Hames  
President, Board of Supervisors