



# Central Florida Tourism Oversight District

---

## Board of Supervisors Meeting

### REGULAR MEETING MINUTES

November 21, 2025

On Friday, November 21, 2025, the Central Florida Tourism Oversight District Board of Supervisors met in regular session at the Administration Office of the District, 1900 Hotel Plaza Boulevard, Lake Buena Vista, Florida. The meeting was posted in accordance with Florida Statutes, and a quorum was present.

#### **Board of Supervisors Present:**

Chair Alexis Yarbrough  
Supervisor John Gilbert  
Supervisor Scott Workman

#### **Via Virtual:**

Supervisor Brian Aungst Jr.

#### **Board of Supervisors Absent:**

Supervisor Bridget Ziegler

#### **CFTOD Staff:**

Deputy District Administrator Mike Crikis  
Chief Financial Officer Susan Higginbotham  
Chief Strategic Officer Chad Colby  
District Attorney Roy Payne  
District Clerk Alycia Mills  
Director of Security and Emergency Management Tanya Naylor  
Reedy Creek Energy Services Director Chris Ferraro  
Director of Human Resources Michele Dicus  
Contracting Officer Tiffany Kimball  
Assistant Chief – Operations Roger Smith  
Director of Environmental Sciences Wendy Duncan  
Director of Construction Management Craig Sandt  
Director of Facilities Douglas Henley  
Building & Safety Manager Joey Rodriguez  
Construction Management Manager Alex Forth  
Internal Risk Manager Eddie Fernandez

## **1. Call to Order**

Chair Yarbrough called the meeting to order at 10:30 a.m.

## **2. Opening Invocation**

An invocation and message were delivered by Fire Chaplain Billy Dover.

## **3. Pledge of Allegiance**

The Pledge of Allegiance was led by Susan Higginbotham.

## **4. PUBLIC COMMENT**

There were no requests for public comment, and no public comment was made.

## **5. CONSENT AGENDA**

There were no changes or objections under the consent agenda.

**Motion: Supervisor Gilbert moved to approve the Consent Agenda. Supervisor Workman second.**

**Vote: Motion carried unanimously.**

## **6. REPORTS**

### **6.1 Management Report**

Deputy District Administrator Mike Crikis provided an update on the District's "Field of Dreamers" co-ed softball team. The team, led and organized by Joey Rodriguez, achieved a significant milestone this season—winning the Fall Tournament for the first time in 16 years.

Next, on the weekend of October 24th, the District Fire Department and AdventHealth provided medical support for the 2025 Disney Wine & Dine Half Marathon Weekend, which hosted approximately 39,000 runners, including Supervisor Aungst. The District will support the next Run Disney event, the Walt Disney World Marathon Weekend, January 8-11, 2026.

Lastly on November 4, the District priced \$81.3M in tax-exempt Utility Revenue Bonds and \$88.1M in taxable bonds. Demand exceeded availability by over three times, with 21 institutional investors participating. The transaction is set to close on November 25, with funds received the same day.

## **7. GENERAL BUSINESS**

### **7.1 Approve awarding three-year continuing service agreements to Harper Limbach LLC, Garney Companies Inc., and Southland Construction Inc. for as-needed urgent general construction, repair, and maintenance services and authorize the District Administrator to execute each contract in an amount not-to-exceed \$3,000,000**

Director of Reedy Creek Energy Services Chris Ferraro presented information on Item 7.1 and recommended Board approval to award three-year continuing service agreements to Harper Limbach LLC, Garney Companies, Inc., and Southland Construction Incorporated for urgent general construction repair and maintenance services, authorizing the district administrator to execute each contract not to exceed \$3 million per contractor with two optional two-year renewals.

**Motion: Supervisor Workman moved to approve Item 7.1. Supervisor Gilbert seconded**

**Vote: Motion approved unanimously**

### **7.2 Approve establishing the initial budget for the Studios South Central Energy Plant Expansion project in the amount of \$7,000,000; approve allowances for professional services of \$500,000; procurement of owner-furnished materials of \$1,500,000; and RCES design/support services fees of \$200,000; all with a 10% contingency for unforeseen issues, and authorize the District Administrator to execute the subsequent contracts for such allowances, all subject to the District closing on the Series 2025 Bonds previously approved on October 24, 2025 by Resolution No. 682**

Director of Reedy Creek Energy Services Chris Ferraro presented information on Item 7.2 and recommended Board approval to establish a \$7 million initial budget for the Studio South Central Energy Plant expansion project, including allowances for professional services (\$500,000), procurement of owner furnished materials (\$1.5 million), and RCES design support services fees (\$200,000), all with a 10% contingency, subject to the district closing on the series 2025 bonds previously approved on October 24, 2025 by resolution 682.

**Chair Yarbrough thanked Director Ferraro and her team for their excellent work on emergency repairs, noting that while this work is often not visible, it is critical for keeping guests, visitors, and district personnel safe, and expressed appreciation in advance for the substantial workload ahead as new resources and projects are implemented.**

**There was no other Board discussion or comment.**

**Motion: Supervisor Gilbert moved to approve 7.2. Supervisor Workman seconded.**

**Vote: Motion approved unanimously**

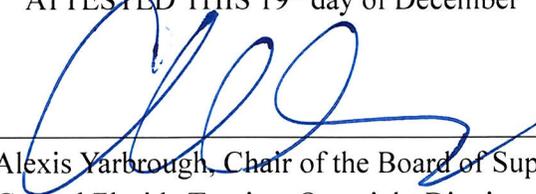
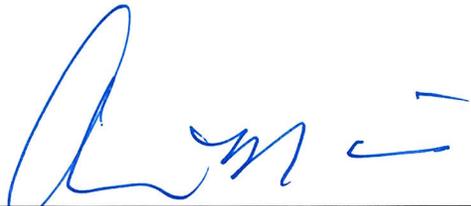
**8. OTHER BUSINESS**

No other business was brought forward

**9. ADJOURN**

There being no further business, Chair Yarbrough adjourned the meeting at 10:42 a.m.

ATTESTED THIS 19<sup>th</sup> day of December

  
\_\_\_\_\_  
Alexis Yarbrough, Chair of the Board of Supervisors  
Central Florida Tourism Oversight District  
\_\_\_\_\_  
Alycia M Mills, District Clerk  
Central Florida Tourism Oversight District