



AGENDA

August 28, 2024
10:30am

CENTRAL FLORIDA TOURISM OVERSIGHT DISTRICT
Board of Supervisors Meeting
Agenda
August 28, 2024
10:30 a.m.

- 1. CALL TO ORDER**
- 2. OPENING INVOCATION**
- 3. PLEDGE OF ALLEGIANCE**
- 4. SAFETY MINUTE**
- 5. PUBLIC COMMENT PERIOD**
- 6. CONSENT AGENDA**
 - 6.1** July 24, 2024 Meeting Minutes
- 7. REPORTS**
 - 7.1** Management Report
- 8. GENERAL BUSINESS**
 - 8.1** Approve Work Authorization #20 under Master Services Agreement M000227 with Chen Moore and Associates Inc. for professional engineering services to provide electric utility service to ‘Project S’ in the amount of \$85,405.81, plus 10% contingency, along with Reedy Creek Energy Services’ design/support services fee of \$75,000 for a total of \$168,946.39
 - 8.2** Approve Third Amendment to the Labor Services Agreement and the Reedy Creek Energy Services’ Fiscal Year 2025 Annual Adjustment to the Operational Services Fee of \$35,157,921 with an Operational Services Fee Cap of \$36,157,921
 - 8.3** Approve increasing project contingency from 5% to 10% for Contract #C006110 World Drive North Phase III construction project with Southland Construction, Inc. for an additional amount of \$3,712,698.25
 - 8.4** Budget Workshop-General Fund and Debt Service Fund
 - 8.5** Budget Workshop-Utilities

9. OTHER BUSINESS

10. ADJOURN

APPEALS: All persons are advised that, should 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 (DistrictClerk@oversightdistrict.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.

In The Matter Of:
Central Florida Tourism Oversight District

Board of Supervisors Meeting
July 24, 2024

Legal Realtime Reporting
P.O Box 533082
Orlando, Florida 32853- 3082

CENTRAL FLORIDA TOURISM OVERSIGHT DISTRICT

BOARD OF SUPERVISORS MEETING

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

DATE TAKEN: July 24, 2024

TIME: 10:31 a.m. - 12:05 p.m.

REPORTED BY: SANDRA D. BROWN, FPR,
Court Reporter and Notary Public
State of Florida at Large

PRESENT:

BOARD MEMBERS: Charbel Barakat, Vice Chairman; Brian Aungst, Jr.; Ron Peri; Bridget Ziegler; Craig Mateer

SPEAKERS: Pastor Socrates Perez, Horizon West Church; Eddie Fernandez, CFTOD Operational Safety Consultant; Eric Ferrari, Fire Chief; Roger Smith, Deputy Fire Chief; DJ Ward; Katherine Luetzow, Planning & Engineering Manager; Christine Ferraro, Director - RCES; Jennifer Albritton, Manager, Business Affairs - RCES; Susan Higginbotham, Chief of Finance; Jon Shirey

CFTOD STAFF: Stephanie Kopelousos, District Administrator; Paula Hoisington, Deputy District Administrator of Administration; Mike Crikis, Deputy District Administrator of Operations; Kurt Ardaman, Esquire, General Counsel for CFTOD; Daniel Langley, Esquire, General Counsel for CFTOD; Roy Payne, Esquire, General Counsel; Eddie Fernandez, CFTOD Operational Safety Consultant; Eric Ferrari, Fire Chief; Alycia Mills, Executive Assistant; Matthew Oberly, External Affairs Director; Rocky Haag, External Affairs Coordinator; Tanya Naylor, Director of Security and Emergency Management; Ron Zupa, IT Service Delivery Manager; Samarth Thomas, Systems Administrator; Katherine Luetzow, Planning & Engineering Manager; Michele Dicus, Human Resources Director; Tiffany Kimball, Contracting Officer; Yenni Hernandez, Chief Information Officer; Susan Higginbotham, Chief of Finance; Joey Rodriguez, Chief Building Inspector and Interim Building Official; Christine Ferraro, Director - RCES; Ella Hickey, Building & Safety; Jason Herrick, Director of Public Works and Utilities Advisor; Roger Smith, Deputy Fire Chief; Wendy Duncan, Manager - Laboratory Operations; Douglas Henley, Director of Facilities; Craig Sandt, Principal Construction Manager; Joel Edwards, Deputy Fire Chief; Holly Hagans, Security and Emergency Management Coordinator; Heidi Powell, Manager - Financial Reporting Analysis; Jennifer Albritton, Manager, Business Affairs - RCES

P R O C E E D I N G S

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3 VICE CHAIR BARAKAT: All right. It is --
4 seeing that it is actually 10:31, I will call this
5 meeting of the Central Florida Tourism Oversight
6 District to order. Welcome, everybody. I think
7 it's been, what, about six weeks since we got
8 together? Nothing of consequence has happened in
9 the world. I'm glad. It's been very quiet, and
10 that's good. It's good to be back. Good to be
11 back.

12 We'll start with our invocation. Introducing
13 our guest, Socrates Perez is a dedicated local
14 pastor with deep roots in the Orlando community.
15 He was raised in Orlando and graduated from West
16 Orange High School in Winter Garden. He earned his
17 bachelor's degree from Rollins College in Winter
18 Park.

19 Socrates has been blessed with a strong
20 foundation in Jesus and the church. His diverse
21 background has given him unique opportunities to
22 experience and appreciate the Christian faith
23 through various cultural expressions. I'll say
24 Pastor Perez serves as the worship pastor at
25 Horizon West Church where he oversees service

1 programming and is proud of the congregation's
2 spirit of worship. He is committed to bringing
3 hope and reconciliation to the world with love and
4 grace of Christ.

5 That -- that makes two of us, Pastor. Would
6 you please lead us in prayer?

7 PASTOR PEREZ: Thank you for the introduction.
8 Good morning, everyone. I feel honored, deeply
9 grateful for the opportunity to share this moment
10 with you as you begin your day together. And as a
11 Christian pastor, so much of my point of view is
12 informed by the Bible, so, naturally, as I've
13 thought of you, I have been reminded of the words
14 of the Apostle Paul who says to acknowledge those
15 who work hard among you and to hold them in high
16 regard.

17 And today I want to say thank you for being in
18 the business of serving the people who live in and
19 visit this incredible area that you oversee. Thank
20 you for your service. And on behalf of the church
21 to which I belong, Horizon West Church, we hold you
22 in high regard.

23 As I understand it, this invocation is a way
24 of seeking wisdom and favor from God in all of the
25 collaborative work and critical decision-making

1 that will be taking place today potentially
2 affecting massive amounts of people. I heard about
3 the traffic. This might affect a lot of people,
4 right? And -- but sometimes we ask -- we ask God
5 for favor without stopping to ask what he wants
6 from us, and other times we think we know what God
7 wants. We think we know he wants the right words
8 spoken in prayer or the right song sung, the right
9 religious practices like fasting.

10 And we mistake religious piety and activity
11 for the actual desire of God's heart, which is to
12 love and care for fellow human beings created in
13 His good image and beloved by God. And I believe
14 that the Bible makes His desire clear throughout
15 scripture. In Isaiah 58, it says, Is this not the
16 kind of fasting that I have chosen? This is what
17 the Lord says, To loose the chains of injustice, to
18 untie the cords of the yoke, to set the oppressed
19 free and break every yoke. Is it not to share your
20 food with the hungry, provide the poor wanderer
21 with shelter; when you see the naked, to clothe
22 them and not to turn away from your own flesh and
23 blood, then your light will break forth like the
24 dawn, and your healing will quickly appear, then
25 your righteousness will go before you.

1 And I believe it's clear that God desires that
2 we care for all people, particularly for vulnerable
3 people, those who are mistreated, hungry, without a
4 home, and He calls us to consider and care for
5 those that society tends to discard. And so when
6 we fulfill these things, we partner with God, not
7 against Him, in order to bring about his favor in
8 our lives, in our work, and in the world around us.

9 And so I encourage you all today and every day
10 as you make the important decisions and seek God
11 for His direction and blessing that you would
12 consider and act upon that which truly serves the
13 heart of God. And that is that we would do
14 justice, love mercy, and walk humbly before Him
15 seeking the interest and welfare of others above
16 ourselves.

17 I invite you at this moment, let's bow our
18 heads together and pray this morning. God, I give
19 thanks this morning for the people in this room. I
20 believe that they are not here by accident, but
21 that you have a plan and purpose for their lives
22 and for this time. I know that you love them, and
23 we know that every good and perfect gift comes from
24 you, so we begin expressing gratitude for life,
25 health, relationships, the resources you've blessed

1 us with so that we can in turn be a blessing to
2 others.

3 Your word says that if anyone lacks wisdom
4 they should ask God who gives it freely without
5 finding fault. So today we put our hope and our
6 trust in you, and I ask that you would grant
7 wisdom, discernment, direction, and favor on my
8 brothers and sisters in this room. Jesus, while on
9 earth, you said blessed are the peacemakers, and in
10 a deeply divided world, we ask that you would help
11 us to be agents of peace and reconciliation. Help
12 us to bring about unity, to be a beacon of light as
13 we foster an environment of mutual respect and care
14 for all people created in your image.

15 We recognize your desire for us to be a
16 blessing to others, and we ask for your help as we
17 seek to care for all people, especially those who
18 are vulnerable. God, we want to partner with you
19 and the good work that you want to fulfill in and
20 through us. Thank you for choosing us for the
21 moments ahead. In humility we pray this bold
22 prayer that you would guide us to seek the interest
23 of those we serve even above our own.

24 And, finally, I ask God that you would just
25 encourage and strengthen my friends in the room

1 right now. If they feel burdened, that your
2 presence would bring them peace. If they feel
3 downcast, that your presence would bring them joy.
4 If they feel discouraged, that you would fill them
5 with your hope. And if they are tired, that you
6 would strengthen and revitalize them to not grow
7 weary of doing what is good, for at the proper time
8 they will reap a harvest if they do not give up.
9 Help them to know today that they are appreciated
10 and that their labor is not in vain. I ask all of
11 this in the power of the name of Jesus Christ.
12 Amen.

13 ATTENDEES: Amen.

14 PASTOR PEREZ: Thank you for letting me join
15 this morning, and thank you for your service.

16 VICE CHAIR BARAKAT: Thank you, Pastor. That
17 was -- that was very timely for a lot of reasons,
18 and so I appreciate that message. Thank you so
19 much.

20 Now, why don't we rise and please join me in
21 the pledge of allegiance.

22 ATTENDEES: I pledge allegiance to the flag of
23 the United States of America, and to the Republic,
24 for which it stands, one nation, under God,
25 indivisible, with liberty and justice for all.

1 VICE CHAIR BARAKAT: Thank you. Now we will
2 hear from Eddie Fernandez, who will present our
3 safety minute. As many of you are probably
4 preparing yourselves -- I know I am -- families
5 across Central Florida are preparing to send their
6 kids back to school. So it sounds like it may be a
7 topical message for us. I want to thank
8 Mr. Fernandez for putting the safety minute
9 together for us. Eddie, please.

10 MR. FERNANDEZ: Thank you, Mr. Chair, and
11 members of the Board. And to all of our guests we
12 want to remind everyone, as we usually do, on the
13 evacuation procedures. In the event that there is
14 an evacuation necessary, and you're facing the
15 front of the room, there are the double doors on
16 your left and right. The ones on the right will
17 lead you out the front of the building where you
18 entered this morning. If you exit the ones on the
19 left, there is an exit on the backside of the
20 building and a trail that you can follow around the
21 building into the parking lot area.

22 Our employees will don safety vests and come
23 out to the bottom floor and go to the ends of the
24 parking lot. So if we do need to evacuate, please
25 meet with them over on those ends of the parking

1 lot until we have the clear to come back into the
2 building.

3 We also have a first-aid kit, and an AED at
4 the security desk up front if it becomes necessary
5 to use. Mr. Chair, as you were saying, our safety
6 theme for this morning, back-to-school safety.
7 August is National Back to School Safety Month in
8 the United States, and we very soon will start to
9 see school buses on our roads, in addition to
10 students walking, riding bike, and in some cases,
11 driving themselves to school.

12 If you have children that will start traveling
13 to and from school before and after the sun is out,
14 please make sure that they're wearing something
15 that makes them more visible to drivers. Review
16 important road rules with them and make sure they
17 understand where to stand and how to walk safely,
18 where to walk safely. Talk with student drivers
19 about the importance of obeying all traffic laws.

20 We'd also like to remind everyone about
21 Florida's back-to-school sales tax holiday, which
22 qualifies for back-to-school supplies, and that
23 occurs between July 29th and August 11th. Thank
24 you very much for your time and enjoy the meeting.

25 VICE CHAIR BARAKAT: Thank you, Eddie. That

1 was great. The next item on our agenda is public
2 comment. I don't have a giant stack of cards in
3 front of me. Does that mean we have no -- anyone
4 for public comment? Okay. All right. Well, we're
5 coming into budget season, so I -- I suspect that
6 may change in the near future.

7 We'll move on to the consent agenda items,
8 Agenda Item No. 6.

9 MR. AUNGST: Mr. Chair, I move to approve the
10 consent agenda.

11 MS. ZIEGLER: Second.

12 VICE CHAIR BARAKAT: All right. Well, good.
13 I was going to -- thank you for that. Just a quick
14 recap, the consent agenda includes three items
15 approving the meeting minutes and the settlement
16 between the District and DPR Construction, Inc. Do
17 we want to have some discussion of that, Stephanie?

18 MS. KOPELOUSOS: I think we're good.

19 VICE CHAIR BARAKAT: We're good? All right.
20 Very good. Is that a second? Then we will move to
21 a vote. I heard -- all of those in favor, say aye.

22 THE BOARD: Aye.

23 VICE CHAIR BARAKAT: Any opposed? Hearing
24 none, let the record reflect that the consent
25 agenda passes unanimously.

1 Very good. All right. Now I'd like to invite
2 the district administrator to deliver the
3 management report and present the excellence award.
4 Stephanie, the floor is yours.

5 MS. KOPELOUSOS: Thank you, Mr. Chairman. And
6 I would like to call our fire chief up to the
7 podium to talk about the most exciting thing we
8 have in the management report.

9 CHIEF FERRARI: Good morning.

10 MS. KOPELOUSOS: Bitter sweet, shall I say.

11 CHIEF FERRARI: Yes, very much so. Good
12 morning, members of the Board, District
13 Administrator Kopelousos. I'm Eric Ferrari, the
14 fire chief, and I have the mixed emotion today to
15 announce the retirement of firefighter/paramedic DJ
16 Ward who is in the room with us today. He proudly
17 served this department and this jurisdiction for
18 the last 25 years.

19 You can tell, the brother and sisterhood of
20 the fire department is alive and well by the crews
21 that have showed up to recognize his service and
22 give him a good send-off.

23 So just a little bit about him, especially in
24 the last few months, he and I actually have grown
25 pretty close and shared a lot of good conversation

1 about his career. He is well-known for his
2 temperament at the patient's side. You know, no
3 matter what the situation going on and how chaotic
4 a call can quickly become, firefighter/paramedic
5 Ward has an even keel temperament, which I think
6 has served him well his entire career.

7 I believe Deputy Chief Roger Smith, also
8 served with him, might want to say a comment or
9 two. He's a man of many words. I caution you.

10 VICE CHAIR BARAKAT: I look forward to hearing
11 him.

12 MS. KOPELOUSOS: And while he's coming up, I
13 just want to, DJ, thank you personally. Thank you
14 for what you've done for the fire service, but for
15 our jurisdiction, but also thank you for the time
16 you spent with me yesterday.

17 MR. WARD: Thank you.

18 MS. KOPELOUSOS: I appreciate that.

19 DEPUTY CHIEF SMITH: Good morning. As Chief
20 Ferrari said, I'm Roger Smith. I'm the deputy
21 chief. DJ and I have had the fortune to work
22 together. He was hired a few years before me, so
23 he had more experience and more seniority. We
24 worked together both as firefighter/paramedics on
25 the rescue, and most recently he was assigned to my

1 shift when I was a shift commander.

2 When I was a young, very green paramedic, as
3 Chief Ferrari said, he always had a calm demeanor,
4 didn't let anything get him excited. When it was
5 my turn to treat the patient or I was the lead
6 paramedic, if he saw me moving in the wrong
7 direction, he would lean over and say, You think
8 that we ought to do that? And he would help me and
9 many other young, new paramedics on the way to
10 better patient care and better decision-making that
11 you don't get in school, that you only get from
12 field experience.

13 As a shift commander, I could count DJ as the
14 rock of the station, the guy that people bounced
15 ideas off of, the guy that kept everybody calm, the
16 guy that would also be the voice of reason when a
17 discussion was becoming heated or heading in one
18 direction, he had the ability to pull people back
19 to center and look at an opposing viewpoint.

20 So I was very fortunate when DJ moved to my
21 shift within the last year or so of his career. I
22 enjoyed working with him very much, not only as a
23 coworker but as a supervisor. And like Chief
24 Ferrari said, we are very sorry to see him go.
25 He's a very valued member of our department.

1 CHIEF FERRARI: Just one final comment. I
2 know DJ has a couple comments to share, but in the
3 latter part of DJ's career, we spent a lot of time
4 talking about mental health and mental health in
5 the fire service.

6 Actually, oddly enough, Chief Smith and I just
7 returned this morning from an executive development
8 conference in Tampa. It's a week-long conference
9 at the Fire Chief's Association. The fire chiefs
10 across Florida convene every year and discuss
11 relevant topics. And last night in the closing
12 ceremony, the fire chief of Miami-Dade got the
13 distinguished award of fire chief of the year. And
14 in his speech he talked about -- he's the ninth
15 largest department in the nation, and talked about
16 how his department is committed to mental health
17 and all the programs he has in place. And he
18 looked out in the audience and said, I implore you,
19 if you think you're doing enough, push the envelope
20 and do more.

21 They've had some unfortunate suicides in their
22 department, and it's plagued in the industry, as we
23 know, at least in the fire service. And DJ has a
24 very -- a very specific part in that -- in that
25 role that he has brought to light some issues in

1 our own department and forced us and opened our
2 eyes to push the envelope even further.

3 And in the last few months, I have to commend
4 him for working closely with our peer support team
5 and myself, and even as recently as yesterday,
6 meeting with the district administrator to continue
7 to push the message about the importance of mental
8 health in the fire service. And I really want to
9 thank you for that. But what a great send-off;
10 that he's had a monumental career treating patients
11 and has saved lives throughout his career here, and
12 now his turn facing -- given a good send-off to
13 take care of his own, his fire department family.
14 Thank you, DJ.

15 (Applause.)

16 MR. WARD: Thank you. I really want to thank
17 you guys for the recognition. I want to thank
18 Chief Ferrari and Chief Smith for being here, Chief
19 Moldthan, and all of my shift mates back there.
20 That's my crew back there, my boys and girl -- my
21 girl, my work wife.

22 But I had a wonderful career here, but I wish
23 it had been better. I wish I had been able to be a
24 better employee because about a couple years into
25 my career, I had my first pediatric code. And I

1 work a lot with kids, I coach kids, and I spend
2 almost all of my free time doing something,
3 volunteering with children or something like that.

4 So that hit me hard, and I've had the
5 unfortunate luck of being a person who got probably
6 more pedi codes than anybody has. So my mental
7 health declined throughout my career, and so my
8 desire to be a good employee declined -- or to have
9 a good career. I had a lot of aspirations when I
10 started out. What I ended up doing was just
11 living, surviving. A lot of that is my fault. I
12 take -- I take responsibility for that, but a lot
13 of it was a stigma that is attached that you don't
14 ask for help or that you don't seek help, and we
15 need help.

16 And I know that now because I tell everybody
17 now that maintenance is a lot easier than repair.
18 So I would implore you as -- as administrators and
19 as the governing body of this District to make
20 mental health a priority among all employees. It's
21 not just firefighters. Because my story is --
22 sounds really sad and tragic, but it's ordinary.
23 It's an ordinary story.

24 I'm going to read some names now. Excuse me.
25 We have -- we have Dixie County Battalion Chief

1 Andrew "Andy" English; Lieutenant Jeff Huggins;
2 Lieutenant Brendon Holcomb, Lieutenant Alexander
3 Acosta, Lieutenant Yarbrough in St. Johns County,
4 and just a few days ago, or a couple days ago, an
5 Osceola communicator all completed suicide. This
6 has just been happening in the last couple of
7 months in the Central Florida area. We have to do
8 better. I'm asking you to do better. And what
9 would I say peer support is? I want everybody to
10 be peer support.

11 Peer support boils down to a simple story. A
12 man falls into a hole and a doctor walks by, and
13 the man looks up and he says, I need help, Doctor,
14 I need help. And so the doctor looks at him, and
15 he writes a prescription, and he throws it down
16 into the hole, and he says, Here, take this, and he
17 walks on. And the man is, like, okay. And then a
18 priest walks by, and the man says, I need help, I
19 need help. And the priest says a prayer and moves
20 along. And then a friend walks by, and he says,
21 Hey, John, John, I need help, I need help. And
22 John jumps down into the hole, and he's like, John,
23 what did you jump down into the hole for? And he
24 goes, Well, I've been down here before, I know the
25 way out. That's what peer support is.

1 So I implore you to get behind peer support
2 and to get behind mental health for these
3 firefighters that are still -- because I have hope
4 now. That's the goal of mental health is to have
5 hope, and I have hope. And that's what I hope for
6 this department. I have no dog in the fight
7 anymore for mental health for these guys, but --
8 except that I love them, and I want to see all of
9 them, even the new guys that I used to not pay
10 attention to two years ago. I love all of them,
11 too, now because I got help, and I want them to
12 have a good safe career, so thank you. Thank you
13 for your time.

14 (Applause.)

15 MS. KOPELOUSOS: Wait. DJ, can we get a
16 picture real quick?

17 MR. WARD: Oh, yeah.

18 MS. KOPELOUSOS: Can we do just a quick
19 picture with the Board and the fire chief?

20 MR. WARD: Sure.

21 MS. KOPELOUSOS: Roger, come on. Act like you
22 belong here. Yeah, come on.

23 MR. WARD: I don't know if -- come on, crew.

24 MS. KOPELOUSOS: Everybody.

25 CHIEF FERRARI: Do you want us tall people in

1 the back?

2 MS. KOPELOUSOS: Chief, I'm not going to
3 comment.

4 MR. WARD: Is there a panoramic?

5 MS. KOPELOUSOS: Everybody get in. Yeah,
6 let's do the firefighters first, and then we'll do
7 the Board with him. Wait a minute. Time out.
8 Move DJ in the middle. If you can't see the
9 camera, it can't see you.

10 (Photograph taken.)

11 MS. KOPELOUSOS: Thank you.

12 MR. WARD: Thank you.

13 MS. KOPELOUSOS: I'll be quick with the rest
14 of my report, Mr. Chairman.

15 VICE CHAIR BARAKAT: Sure.

16 MS. KOPELOUSOS: Just a couple things to
17 report. As you can imagine, we're knee deep in the
18 budget now. I think Susan may kill me before it's
19 over, but she's been very patient. But we'll
20 continue to work on that, and we'll talk more about
21 that at the end.

22 Just to give you an update, one of our driving
23 things is the comp plan. So we've done --
24 procurement went out under traffic counts. That
25 came back; they're moving forward on traffic counts

1 already, so we're coordinating that appropriately.

2 VICE CHAIR BARAKAT: Great.

3 MS. KOPELOUSOS: The procurement went out for
4 the consultant. We want to have someone onboard,
5 as we discussed, that would review and be a part of
6 the policy, pieces of the comp plan that went out.
7 The letters of interest are due back on
8 August 12th. So that's out there now. So we're
9 moving quickly on that, so we can have what we need
10 necessary to complete that in the time that was
11 agreed to in the agreements.

12 VICE CHAIR BARAKAT: Great. Thanks,
13 Stephanie.

14 MS. KOPELOUSOS: That is all I have. Thank
15 you, sir.

16 VICE CHAIR BARAKAT: Okay. Now, I guess,
17 we'll get into these -- is that the easement? We
18 have to do the easement report, right?

19 MS. KOPELOUSOS: Right.

20 VICE CHAIR BARAKAT: All right. Well, then --

21 MS. KOPELOUSOS: Katherine will be quick.

22 MS. LUETZOW: Good morning.

23 VICE CHAIR BARAKAT: Good morning. Sorry.
24 Thank you.

25 MS. LUETZOW: No worries. Within your Board

1 package, you received a copy of the semi-annual
2 easement report. This was provided in accordance
3 with Resolution 565 and contains the list of all
4 the easements that were of a routine nature that
5 were executed during the time period of January to
6 June of this year. So unless you have any specific
7 questions, that's all I have. Thank you.

8 MS. KOPELOUSOS: Mr. Chairman, if I might add,
9 the resolution that she referenced was a resolution
10 that was passed in 2015 that allowed the district
11 administrator to have the ability sign off on all
12 of the easements. I think at this point in time it
13 is more appropriate that on the permanent easements
14 the Board would review those, and we would bring
15 those back to you normally under consent unless
16 it's a weird one.

17 There will be certain temporary easements that
18 I think would -- particularly construction-wise
19 that would be to keep things moving, okay for me to
20 still sign off on; those that had any long term
21 that we would bring back for the Board. So this
22 will be the last time we do it this way. If y'all
23 agree, we'll bring it back. If we have to bring
24 back another resolution that pulls that back, then
25 we'll do that, as well.

1 VICE CHAIR BARAKAT: Okay. I think -- yeah, I
2 think that's a great idea. I know we talked about,
3 yeah, some -- some temporary easements are not so
4 temporary, and so it's important to kind of dial in
5 on, you know, what some of those may merit more
6 consideration, so we're going to continue to give
7 that some thought. But I think revising that --
8 those revisions sound very reasonable, so thank
9 you. Thank you for looking into that, Stephanie.

10 With that, we will move on to the next item on
11 our agenda. 7.3, the Third Amendment to the
12 Amended and Restated Labor Services Agreement for
13 the Reedy Creek Energy Services Fiscal Year 2025
14 annual adjustment to the operational services fee
15 in an amount not to exceed \$35,157,921. And for
16 that, I would like to invite our guest, Chris
17 Ferraro, up to discuss this feat. Chris, the floor
18 is yours. Thanks.

19 MS. FERRARO: Thank you. Good morning,
20 District Administrator, and Board members. Thank
21 you for your time and the opportunity this morning
22 to talk to you about the fiscal year '25 annual
23 adjustments to the labor services agreement between
24 the Central Florida Tourism Oversight District and
25 Reedy Creek Energy Services. This is for the suite

1 of comprehensive utility services provided to the
2 District.

3 So I'm usually here each month talking to the
4 District staff and the Board members about projects
5 to improve the District's critical infrastructure,
6 and today I get the very unique opportunity to talk
7 about the -- all of the RCES organization, which is
8 very near and dear to me.

9 As you all know, I've had a whole career in
10 the utility industry, over 30 years. We're going
11 to stop with the specific numbers of years, but
12 over 30 years, and I have to say it is a great
13 privilege to work with the RCES team. I consider
14 them some of the best-skilled professionals and
15 tradespersons I've seen throughout my career. So
16 I'll get past that mushy stuff and put my engineer
17 hat back on and take you through the details of
18 this agreement for today.

19 So there is, as everyone knows, an RCES/CFTOD
20 Labor Services Agreement for utility services that
21 extends through 2028. Inside of that agreement in
22 Section 7.1.3, there is a requirement for RCES to
23 submit an annual adjustment each fiscal year. That
24 needs to be submitted before July 1st of the
25 prior fiscal year. So on June 28th, RCES met that

1 requirement and submitted the amendment to the
2 District. And just looking at all of the terms
3 that are in there, at a very high level, there are
4 no material changes, reductions, or additions in
5 scope from the utility services provided in fiscal
6 year '24 to fiscal year '25.

7 All of the duties that RCES performs are
8 described in great detail in the labor services
9 agreement, and then we put even more detail into
10 the annual adjustment of services, but at a very
11 high level. RCES provides labor services during
12 normal and emergency conditions, so we're here day
13 over day, and we're in the buildings during
14 hurricanes for maintenance, repair, renewal, and
15 administration of the eight District utility
16 systems. It also gives us an obligation to cause
17 or perform all repairs and replacements of parts as
18 needed for efficient and economic utility
19 operation.

20 The labor services agreement also provides
21 labor for commissioning of certain capital assets
22 and expense funded programs and purchases. Inside
23 the labor services agreement, we also provide
24 financial services, and we're knee deep or else hip
25 deep, I'm not sure, into the budget on the utility

1 side as well, and we'll be talking to you. We have
2 our financial services manager, Bryan Aboud, in the
3 room, and we've been working on those
4 recommendations for the Board's consideration on
5 utility rates and budget for fiscal year '25.

6 Our RCES utility business affairs team
7 administers and manages the District's electric and
8 natural gas supply portfolio, and I think you'll
9 hear from Jen Albritton in a little bit about that
10 later on today. From time to time RCES also
11 supports the District staff with annual financial
12 audits, reviews from rating agencies, and we file
13 all required permits with regulatory agencies on
14 behalf of the District.

15 Getting into the numbers, so the operational
16 services fee proposed in fiscal '25 is \$35,157,921.
17 Also required in the agreement is an operational
18 services fee cap. That is \$1 million higher than
19 the operational services fee at \$36,157,921. So
20 for clarity, in the utility budget that will come
21 in front of you for consideration, the amount of
22 35.2 million will be included. Additional Board
23 action would be required to extend into that
24 million dollars in the operational services fee
25 cap.

1 That represents -- that fee represents about
2 404,000 billable hours for operational services at
3 an average annual billable rate of \$87.11. This is
4 a 1.9 percent increase over fiscal '24's amount of
5 34.5; in dollars, it's 655,000 and change. The
6 increase in rates is really driven by the salary
7 increases to the folks working at RCES offset by a
8 raw rate and actual hours drew up across all of the
9 roles in RCES.

10 The table at the bottom of the slide provides
11 that detail. You can see the 1.9 percent increase,
12 and you can also see in fiscal '25 we're
13 forecasting about 800 hours of additional labor
14 supporting the District utilities, and an overall
15 rate increase of 1.7 percent in fiscal '24. The
16 rate was \$85 and change, and now we're 87 and
17 change.

18 Also included in the scope of the annual
19 adjustment for labor services agreement is a
20 forecast of the fiscal '25 utility capital program.
21 We're forecasting about \$42 million in the overall
22 program for fiscal '25. Again, all of this would
23 come through and flow into the budget, but to
24 forecast our labor we need to forecast the projects
25 that will support -- or proposed to support in

1 fiscal '25.

2 Those hours for design and support services
3 are about 24,000 hours proposed for fiscal '25.
4 The dollars for that funding are included. It's
5 capital labor, so it's inside of the cost estimates
6 for projects that you'll see in the budget
7 proposal. This is a significant decrease from
8 fiscal year '24, about a 27.7 percent decrease,
9 almost \$950,000 or more from last year's fee.

10 There's two primary drivers of the why that
11 fee is decreasing. The first is a continuing shift
12 in RCES to use our internal engineering staff to
13 supervise professional engineering services of
14 others. That allows us to scale and support asset
15 refurbishment, as well as property expansion. So
16 instead of doing all the design in-house, we're
17 doing design -- we're having our engineers act as
18 design managers.

19 The second is the RCES support in design and
20 construction of the utility relocations that are
21 significant and associated with district roadway
22 project of World Drive North Phase III. That
23 project is funded outside of the labor services
24 agreement, funded through ad valorem bonds, and
25 that amount we're forecasting is about 600,000, and

1 it's the same team that does that support for World
2 Drive North Phase III.

3 So that's outside of the labor services
4 agreement but the same group of people support, so
5 some of that effort and those resources will go to
6 the roadway work. There is more details by funding
7 source in the table below, but you can see we're
8 netting to about a 28 percent increase -- decrease
9 in cost.

10 Summing it all up and rolling it all up, the
11 two pieces of the operational services agreement
12 and the design and support services that RCES
13 proposes to provide to the District, it's about
14 428,000 billable hours of effort at an overall
15 blended rate of \$88.04. When you net it all
16 together and you compare it to last year, it is a
17 1 percent decrease in cost, an amount of about
18 \$.3 million in decreased cost over the forecast in
19 fiscal year '24 billing forecast. So I think
20 that's a pretty good story. We're happy to share
21 that.

22 Okay. So now I went engineer on you, and I
23 have a pie chart. So the \$88.04, what's inside of
24 that rate for the District for the services that
25 are provided? So you can see in blue in the pie

1 chart, those are really the benefits that go
2 directly to the employees of RCES. That's the
3 hourly rate and all of the employee benefits that
4 the folks inside RCES receive. So that's the
5 biggest chunk of the pie at 75 percent and \$66 and
6 change.

7 Next biggest chunk is overhead labor. I am in
8 here, but there are many other people that are also
9 in here. It's the executives of RCES, the senior
10 leadership team, and the roles that support all
11 eight utilities, like our enterprise asset
12 management folks, our administrative labor, our
13 analytical support are in that overhead labor.

14 Next biggest piece are allocations. These are
15 costs that flow to RCES from support from the Walt
16 Disney Company. So in our organization I receive
17 safety services support, human resources support,
18 and casting support, and recruiting support for the
19 staff at RCES. That's about \$7 of the 88.

20 Next largest bucket is margin. So margin is
21 unchanged from fiscal '24. It's at 4 percent.
22 This is dollars collected beyond the hourly rate
23 and the expenses of the RCES organization.

24 Routine operating expenses are \$2.28, about
25 2 percent of the \$88 rate. That's for specific

1 personnel related safety supplies, office supplies,
2 and some depreciation of assets. The smallest
3 slice of the pie shown in orange is the overtime
4 rate of \$1.37. That represents about a 4.1 percent
5 overtime rate in the classifications that are
6 eligible for overtime across the whole RCES
7 organization.

8 Finally, I'll talk about how we fund -- the
9 utilities would fund this operational services
10 agreement. So funding for the fiscal '25
11 operational services agreement amount of 35.2
12 million is an expensed to the utility systems, and
13 it would be paid through the rate structure of the
14 fiscal '25 utility rates, and it's broken down and
15 itemized by utility, too. This is a base-up bill
16 on a personnel by personnel basis, and that labor
17 gets appropriated to the appropriate utility
18 system.

19 As previously discussed, the design and
20 support services fee of about \$2.5 million is
21 capital and flows into the capital projects and
22 into those estimates. The capital work has three
23 funding sources. We can fund capital projects with
24 planned work capital that's inside of the year
25 capital that is paid by the current year's utility

1 rates. There's also an unrestricted reserve fund,
2 which is where we have prior pre-collections that
3 are funded by utility rates in previous years.

4 There's also available funding through utility
5 bond funds that are available, and some of those
6 bond-funded work are also included in that design
7 support services fee of \$2.5 million. That
8 concludes my report. Are there any questions?

9 VICE CHAIR BARAKAT: Chris, thank you. Any --
10 any questions from the other members? I might have
11 a couple, but any questions from the Board?

12 MS. KOPELOUSOS: Can I make -- can I make one
13 comment just kind of as moving forward?

14 VICE CHAIR BARAKAT: Sure.

15 MS. KOPELOUSOS: Part of this report is due to
16 y'all based on the last labor services agreement,
17 and part of the settlement agreement in July. Last
18 year when y'all did this, Raftelis was a consulting
19 firm that came in and did an evaluation of it. I
20 checked with them, for less than five grand they
21 can do an evaluation based on what they did last
22 year, and then the newest numbers and can provide
23 that to us before the August meeting.

24 So if you'll are interested in doing that, if
25 y'all will give us the ability to do that, we will

1 enter into a 30-day extension, Chris and myself,
2 and then we can -- we'll bring this back to you
3 with the Raftelis evaluation in August.

4 VICE CHAIR BARAKAT: I think -- I think that's
5 a great idea, Stephanie, and I would be
6 supportive -- is that something, especially given
7 the time frame what sounds like a very reasonable
8 cost just to have a little bit of third-party
9 reassurance and, you know...

10 MS. KOPELOUSOS: And after all the work they
11 did last year --

12 VICE CHAIR BARAKAT: Sure.

13 MS. KOPELOUSOS: -- I think it puts them in a
14 decent position to do that.

15 VICE CHAIR BARAKAT: Makes a lot of sense. Is
16 that something that would require a vote then
17 or...?

18 MS. KOPELOUSOS: (Shakes head.)

19 VICE CHAIR BARAKAT: Okay. All right. Very
20 good. Chris, could you -- can we back the slide up
21 to the design and --

22 MS. FERRARO: Sure.

23 VICE CHAIR BARAKAT: What was that slide? The
24 design and something?

25 MS. FERRARO: The clicker, my apologies. Yes,

1 sir.

2 VICE CHAIR BARAKAT: I noticed -- so there was
3 a -- yes, 27.7 percent decrease. Can you get into
4 that a little bit? I mean, is that a volume of
5 projects that have decreased, or -- I mean, that
6 seems like a significant -- and obviously to the
7 extent that reflects cost savings, great, but can
8 you break that down a little bit? Where is that
9 kind of coming from?

10 MS. FERRARO: Certainly. So the two factors
11 that I talked about are kind of that external
12 management of design, right? So we have a number
13 of engineers inside of RCES, but we're limited by
14 the scope of work they could produce if we did all
15 of the designs ourselves. So we're moving to a
16 model where through the District's procurement
17 process and through the CC&A process in Florida
18 where we procure engineering services from outside
19 firms and the engineers inside of RCES.

20 They would implement the specifications that
21 we have, and our engineers would review and
22 approve. So some of those costs will shift, right?
23 So RCES costs are going to go down, right, and then
24 as we engage other outside firms, the design effort
25 is still required, but in order to scale we would

1 engage outside firms.

2 So what you'll see is, you know, we're
3 probably going to be right around this range going
4 forward, but the capital projects will also incur
5 the costs of the outside services. But that lets
6 us scale. If we don't do it throughout outside
7 folks, then we're limited to the resources that are
8 in-house, and it's hard for us to be flexible
9 enough to support all of the asset replacement that
10 needs to occur, and very concerned about the
11 property expansions that are coming and meeting all
12 those of needs, as well.

13 VICE CHAIR BARAKAT: Sure. Yeah, I was going
14 to say, so it's -- I think you're absolutely right,
15 the need to scale is going to be fundamental.
16 We've got a lot of growth in front of us, so it's
17 glad -- I like that that's baked into the structure
18 a little bit. So probably -- it sounds like maybe
19 next year there may be a --

20 MS. FERRARO: There will be a bit of a rebound
21 next year depending on the level of effort that
22 will be required to support World Drive North Phase
23 III, so that same group of design and construction
24 professionals right now is supervising -- looking
25 for Craig -- \$30-plus million of utility

1 relocations along World Drive North Phase III. I
2 don't know if that's right. If it's not, Craig,
3 call me out. Big job.

4 MR. SANDT: Big job.

5 MS. FERRARO: Big job. So that engineering
6 staff and team right now are partnering with our
7 district folks and the consultants to support those
8 utility relocations. It just isn't shown here
9 because it's funded by something different. So
10 that's about \$600,000. At some point, we'll
11 redirect those resources back into the capital
12 projects for the rest of the program, but right now
13 we're working together to support those
14 relocations. So you'll see a rebound when World
15 Drive North Phase III utility relocations wrap up.

16 VICE CHAIR BARAKAT: Great. Well, thank you.
17 And I like the pie chart. Maybe I'm showing my
18 age. It looked a little bit like Pac-Man. I like
19 that. I like that.

20 MS. FERRARO: I'm going to go with you. I
21 like it.

22 VICE CHAIR BARAKAT: But, anyway, I
23 appreciate, Stephanie, on Raftelis, bringing them
24 in. I look forward to hearing from them -- would
25 it be next month, it sounds like?

1 MS. KOPELOUSOS: (Nods head.)

2 VICE CHAIR BARAKAT: Great. Thank you.

3 Chris, thank you for expertise and the thorough
4 presentation as always. We will now move on to the
5 general business section of the meeting. There's
6 quite a bit -- quite a bit under -- under this
7 section. The District team has been hard at work
8 over the last month or so. Five items to cover
9 under general business. First, we will hear from
10 Jennifer Albritton from Reedy Creek Energy
11 Services, who will present items 8.1 and 8.2.
12 Jennifer.

13 MS. ALBRITTON: Good morning. Thank You. I
14 really appreciate being here today. So this is the
15 ten-year renewal for Contract No. 5114 utilizing
16 Florida Gas Transmission Company for natural gas
17 firm transmission system for an estimated annual
18 cost of 2,570,000.

19 So CFTOD uses natural gas for various utility
20 requirements and entered into a natural gas
21 pipeline transportation service agreement, Contract
22 5114, with the Florida Gas Transmission Company,
23 FGT, in October of 1993. The agreement allows
24 CFTOD to use FGT's pipeline system to transport
25 natural gas supply to CFTOD's natural gas

1 customers.

2 The District, through this item, would
3 exercise its contractual right to extend the
4 agreement for another ten-year period beginning on
5 August 1st of 2025 through July 31st of 2035.

6 So this graphic here actually shows the
7 interstate pipeline serving the state of Florida.
8 Over on the left-hand side, it shows the three
9 major pipelines. That's Florida Gas Transmission,
10 Gulf Stream, and Sabal Trail. These three large
11 pipelines bring approximately four BCF or billion
12 cubic feet of gas into the state of Florida every
13 single day.

14 Florida Gas Transmission is a pipeline that's
15 shown in blue, and extends all the way down to
16 south Florida. They also have the capacity to
17 deliver directly to CFTOD. The box that's on the
18 right-hand side actually shows the firm
19 transportation rates for Florida Gas, Gulf Stream,
20 and Sabal Trail. Florida Gas Transmission is the
21 most competitive rate of all three that we have in
22 the state.

23 Okay. This graphic actually shows FGT in more
24 detail. The FGT pipeline is actually a 5,000 mile
25 pipeline that extends all the way from south Texas

1 into south Florida. The seven receipt points that
2 are actually highlighted on this are the delivery
3 points on FGT for CFTOD. Those are actually
4 injection points where we receive gas. So the
5 pipeline takes the gas and transports it to CFTOD.
6 These points are periodically reviewed to ensure
7 that these locations offer advantageous pricing to
8 CFTOD.

9 In summary, CFTOD utilizes Florida Gas
10 Transmission interstate pipeline to transport
11 natural gas supplies to the CFTOD customers; the
12 Florida Gas Transmission rates; the lowest firm
13 interstate transportation rates; the ten-year
14 renewable period is August 1st, 2025, through
15 July 31st, 2035. The estimated annual cost is
16 2,750,000. It is funded through utility rates, and
17 this is a request to review the FGT Contract No.
18 5114. Any questions?

19 VICE CHAIR BARAKAT: Okay. Questions from the
20 Board? Thank you, Jennifer. Is there a motion to
21 approve the ten-year renewal Contract 5114?

22 MR. MATEER: Move approval.

23 MS. ZIEGLER: Second.

24 VICE CHAIR BARAKAT: All those in favor, say
25 aye.

1 THE BOARD: Aye.

2 VICE CHAIR BARAKAT: All opposed, say nay.
3 Hearing none, let the record reflect the motion
4 passes unanimously. Thank you.

5 Now Item 8.2. Jennifer.

6 MS. ALBRITTON: Yeah. This is the first
7 amendment of the agreement for purchase and sale of
8 electric capacity and energy with Florida Municipal
9 Power Agency, All Requirements Power Supply, with
10 an estimated annual capacity cost of \$6,004,000.
11 The District purchases electric capacity and energy
12 to serve customer demands and meet the Florida
13 Reliability Coordinating Council capacity planning
14 and reserve requirements.

15 The capacity of the supply portfolio is sized
16 to meet the peak load plus the reserve requirement.
17 In 2022, the District entered into a purchase
18 agreement with Florida Municipal Power Agency to
19 supply capacity and energy beginning in January
20 2025 through December of 2029.

21 After entering into the Florida Municipal
22 Power Agency agreement, a planned resource's
23 availability shifted to the fall of fiscal year
24 2026. A replacement resource is required to supply
25 the capacity needs and to comply with the reserve

1 requirements of 15 percent for the state of
2 Florida.

3 In addition to the Florida Municipal Power
4 Agency, CFTOD made capacity increase within the
5 Florida power market, including Duke Energy
6 Florida, Florida Power & Light, and the Orlando
7 Utilities Commission. The three alternatives did
8 not have the capacity nor did not have competitive
9 pricing.

10 This first amendment allows CFTOD to change
11 the term of the contract and to increase the
12 contract quantities for fiscal year 2025. This
13 amendment will enable CFTOD to supply customer
14 demands and meet the FRCC capacity planning and
15 reserve requirements.

16 In summary, this first amendment provides a
17 replacement resource for a previously planned
18 resource. This amendment will enable CFTOD to
19 supply customer demands and meet the FRCC capacity,
20 planning and reserve requirements. This resource
21 is budgeted for fiscal year '25 in the amount of
22 \$6,004,000 and will be funded through utility
23 rates. The request is to approve the first
24 amendment of the agreement for the purchase and
25 sale of electric capacity and energy with Florida

1 Municipal Power Agency. Any questions?

2 VICE CHAIR BARAKAT: Jennifer, thank you. So
3 just -- to make sure I'm clear of the details on my
4 end, it sounds like there was an unplanned
5 shortfall of supply, no fault of our own, just
6 these things happen sometimes --

7 MS. ALBRITTON: Correct.

8 VICE CHAIR BARAKAT: -- and so you went out to
9 the market and tried to identify a short-term
10 supply for that. And you spoke to that a little
11 bit.

12 MS. ALBRITTON: Yes.

13 VICE CHAIR BARAKAT: Can you talk about that
14 process and kind of how -- what you can share about
15 that process, and I guess just confirm for us your
16 comfort that, you know, this is -- this is the best
17 market price available.

18 MS. ALBRITTON: Sure. What we did is we knew
19 that we had a capacity shortfall so we needed to
20 replace that. So we went to different counter
21 parties within the state of Florida asking for that
22 shortfall amount to see if they could supply it,
23 and if they could supply it, what the competitive
24 pricing would be.

25 So upon looking at that, looking at the

1 analysis for who did have the availability, they
2 were not a comparative resource, so we went with
3 the most competitive price.

4 VICE CHAIR BARAKAT: Okay. Very good.
5 That's -- I appreciate that. Is there a -- unless
6 there are any other questions, is there a motion to
7 approve the first amendment of agreement for the
8 purchase and sale of electric capacity energy with
9 Florida Municipal Power Agency?

10 MR. PERI: So moved.

11 MR. AUNGST: Second.

12 VICE CHAIR BARAKAT: Motion and a second. All
13 those in favor, say aye.

14 THE BOARD: Aye.

15 VICE CHAIR BARAKAT: Any opposed? Hearing
16 none, let the record reflect that the motion passes
17 unanimously. Jennifer, thank you for those
18 informative presentations.

19 On to 8.3, the award of a contract for
20 professional engineering services for the
21 replacement of Motor Control Center A & B located
22 within the Studios North Central Energy Plant
23 for -- approximately, \$322,000 plus 10 percent
24 contingency, along with RCES' design/support
25 services fees of 160,000 for a total of

1 approximately \$514,000. We will hear from Chris
2 Ferraro from RCES regarding the award. Chris.

3 MS. FERRARO: Thank you. So we're going to
4 talk about chilled water today. A little break
5 from wastewater and trash hauling and disposal.
6 Today we're going to talk about something cool on
7 this warm day in Florida.

8 So a little bit of background on the project
9 itself. So the District owns, operates, and
10 maintains five central energy plants throughout the
11 District for chilled water production and
12 distribution. The plant that's shown in the
13 picture here is the Studios North Central Energy
14 Plant that is originally -- that's the original
15 plant installed with that park installed in 1988.
16 So there are two plants that served Disney's
17 Hollywood Studios. One was installed later in 2015
18 to support an expansion of that area.

19 So inside of this central energy plant there
20 are 8,000 tons of chillers installed. You can see
21 the picture there. There's eight cooling towers,
22 and there are four, 480-volt motor control centers
23 driving chiller pumps, fan pumps, and other devices
24 and equipment within that plant.

25 So we're proposing the design to replace two

1 obsolete motor control centers designated A and B.
2 Motor control centers C and D were replaced
3 previously in 2019. So this will be a full upgrade
4 of that equipment. It is no longer consistent with
5 the District's design standards.

6 So from a project scope perspective, we went
7 out with a letter of interest to procure
8 professional services for the design of the
9 replacement of these control centers in December.
10 We received three responses as noted. We are
11 recommending approval today of Salas O'Brien who
12 was the highest scored bidder of those three.

13 As we've said before, we're moving into the
14 full CC&A process, and looking at that highest
15 score and ranking them. Thank you to Tiffany again
16 and her team for support. I have to thank Tiffany
17 every time I come to the meeting here. The
18 additional part of this request is for design and
19 support services for RCES to oversee this design of
20 the motor control center replacement.

21 From a project funding perspective, the
22 utilities division, we are recommending approval of
23 Contract C006499 with Salas O'Brien for
24 professional engineering services, and this amount
25 runs all the way through to the end of the project

1 right to record drawings in the amount of
2 \$322,408.91 plus a 10 percent contingency, and
3 design and support fees for RCES in the amount of
4 \$160,000.

5 The RCES amount at this time does not
6 contemplate construction inspection because we want
7 to see the complexity of the design and the level
8 of effort required, so we'll be coming back to the
9 Board for further authorization to take us through
10 the construction period.

11 The overall request is \$514,650 approximately,
12 and we are seeking Board approval to use the funds
13 inside of the existing utility revenue bond 2018-2
14 issuance. It's a taxable borrowing.

15 VICE CHAIR BARAKAT: Great. Chris, thank you.
16 Is there anything you can share about Salas
17 O'Brien? Have we -- have we worked with them
18 before or...?

19 MS. FERRARO: We have worked with them before,
20 and they're great partners, very technically
21 skilled, and they've always been very amenable to
22 work with. We have a number of professional
23 engineering services partners, and some of them --
24 I'm sure we'll have new partners as we come through
25 the CC&A process, but we've had great experience

1 with Salas O'Brien in the past.

2 VICE CHAIR BARAKAT: Wonderful. Great.
3 Unless there are any other questions, is there a
4 motion to approve the contract for professional
5 engineering services to replace motor control
6 center A & B?

7 MR. AUNGST: So moved.

8 VICE CHAIR BARAKAT: Second?

9 MS. ZIEGLER: Second.

10 VICE CHAIR BARAKAT: All those in favor, say
11 aye.

12 THE BOARD: Aye.

13 VICE CHAIR BARAKAT: Any opposed? Hearing
14 none, let the record reflect that the motion passes
15 unanimously. Thank you, Chris.

16 MS. FERRARO: Thank you.

17 VICE CHAIR BARAKAT: Agenda Item 8.4, Proposed
18 Budget Millage Presentation. We will hear from
19 Susan Higginbotham, the District's chief financial
20 officer, who will present the District's proposed
21 budget and millage rate for fiscal year '25 --
22 2025. Susan.

23 MS. HIGGINBOTHAM: Good morning. I'm over
24 here.

25 VICE CHAIR BARAKAT: Hey, there you are.

1 Yeah --

2 MS. HIGGINBOTHAM: Here I am. Yes, I will be
3 presenting our proposed budget. As you know, we've
4 started -- all departments started in May, so we've
5 done quite a lot of work to get here, but we're
6 still not done. So we'll be talking about where we
7 are and where we have to go.

8 First thing is our assessed values. Our
9 assessed values is the basis that our millage rate
10 is applied to to generate our ad valorem revenue.
11 We receive assessed values as of January 1st of
12 each year from Orange County and Osceola County
13 property appraisers.

14 You can see for fiscal year '25, our total
15 assessed value, \$16.3 billion, and that's around
16 7 percent over our assessed value from prior year,
17 which was \$15.2 billion. Also on this slide as a
18 reminder to show you where we were on our millage
19 rate, two years ago in fiscal year '23, we had a
20 millage rate of 13.9 mills; and current year,
21 fiscal year '24, we have a total millage rate of
22 12.95 mills.

23 Recap of where we are on our revenues in our
24 current year, fiscal year '24. We are expected to
25 come in slightly higher 195 million. We budgeted

1 194.5 million. Again, these are projections. As
2 we get closer to the presentation in August and
3 September, we might see this change a little bit,
4 but this is our projection at this point.

5 Expenditures, we budgeted a total
6 197.7 million for fiscal year '24. Right now we're
7 projecting a total of 188.8 million, total
8 expenditures, which is a savings. We are expecting
9 about \$6.9 million of rollover for some operating
10 projects that we do not think will be completed by
11 the end of fiscal year '24, which is
12 September 30th. So when that happens, any money
13 saved rolls to our ending balance in fiscal year
14 '24, which goes to our beginning balance of fiscal
15 year '25.

16 Here we have some options, and Stephanie is
17 going to present this slide.

18 MS. KOPELOUSOS: So I just want to walk
19 through where we are with our options. We've given
20 you kind of a variety of options to look at. I'm
21 going to go backwards with option 5, and then go to
22 4. Option 5 would be the rollback credit. So that
23 would mean you roll back the millage to whatever we
24 collected in last year's budget.

25 The fourth option is -- would go with the same

1 millage rate that we have this year. So keep in
2 mind because we have agreed to bonding, the
3 additional bonding we would need to -- that's why
4 you see the debt millage rate is 4.17. That's got
5 to stay consistent because we've committed to that.
6 And then we would lower the operating millage
7 accordingly since one has to -- to keep the same
8 millage.

9 Option No. 3 would be based on increasing the
10 debt service but keeping the operating millage at
11 the same rate. That would be a millage rate of
12 13.16. Option No. 2 would go back to the -- last
13 year y'all reduced the millage. It would go back
14 to the previous year's millage rate of 13.9.

15 Option No. 1 would be truly the maximum, which
16 would be increasing to give us -- it's a little
17 bit -- it's about a 5 percent increase over if we
18 had the 13.9 millage rate for current year. It
19 would be a 5 percent over that.

20 I think the challenge for us is there's quite
21 a bit of maintenance work and construction that
22 needs to be done. We're still working on a
23 five-year and a ten-year CIP plan that would really
24 give you a broad look at what we're doing and what
25 needs to be done in the future for y'all to get a

1 better sense of, but those are things that need to
2 go up.

3 I think you see with the investment that --
4 that Disney is making in this area, we're going to
5 see some -- the increase in infrastructure needed,
6 and so we just need to be prepared for that.
7 What -- if you want a recommendation, my
8 recommendation would be No. 2. Let's go back. I
9 want -- I want to make sure we're all clear. We're
10 voting on a maximum millage. What -- we just have
11 to have these numbers into the State to make sure
12 that's the highest we can go.

13 We still have a lot of time before September,
14 including the workshop in August, for us to
15 continue to work through, refine what we're asking
16 for, especially related to equipment. We're seeing
17 equipment taking a year, two years, three years to
18 get some of our equipment, particularly related to
19 fire rescue. So we're making sure that we're being
20 prudent with you on what we're asking for.

21 VICE CHAIR BARAKAT: Okay. Great. Any -- any
22 questions -- there may be some discussion on this.
23 I have some thoughts, but any questions or comments
24 from the Board?

25 MS. KOPELOUSOS: Can I make one comment,

1 though? When you look at option No. 1, that would
2 require a unanimous vote of the Board; option 2 and
3 3 would require four out of the five; and option 4
4 and 5 would require a majority vote, three of you.

5 VICE CHAIR BARAKAT: Okay. All right. Good
6 to know. Well, I will recognize Supervisor Aungst.

7 MR. AUNGST: Thank you, Mr. Chair. Yeah, just
8 some questions just on process. So today we have
9 it on the agenda as proposed budget and millage
10 presentation. You're looking for a vote to set the
11 maximum rate that it will not exceed in September
12 so that the State can be prepared for whatever it
13 is that we come back with, right?

14 So today we're setting the maximum rate, and
15 so one of the things I'm most concerned about is I
16 want to make sure that our taxpayers and our team
17 members have everything they need from us as a
18 district to be successful. And I know you are
19 engaged in a lot of conversations right now with
20 various taxpayers. Obviously, the Walt Disney
21 Company, our folks that have leases in Disney
22 Springs and other areas of hoteliers that are --
23 that are here on deals with Disney, and I know
24 those conversations are ongoing.

25 I also know we've got some needed equipment

1 that's being ordered. I think -- did we order the
2 new ladder truck?

3 MS. KOPELOUSOS: Not yet.

4 MS. HIGGINBOTHAM: Not yet.

5 MR. AUNGST: Is it part of this budget?

6 MS. KOPELOUSOS: We are working on that.

7 That's the one that is a three-year lead time. We
8 still have our current one in the shop, so we're
9 working towards that.

10 MR. AUNGST: Right. Okay. I'd like to see
11 that ladder truck part of this budget. And so,
12 Mr. Chair, my thought is, you know, since we have
13 flexibility and we're still involved in
14 conversations, I really don't have a problem with
15 setting the maximum rate as the maximum rate since
16 it gives us flexibility.

17 I do want to make sure our taxpayers are fully
18 supportive of whatever the millage rate ends up
19 being. I don't want it to be too high by any
20 stretch of the imagination, and particularly
21 looking out for those business owners in Disney
22 Springs and the other hoteliers. So those are my
23 thoughts. I certainly wouldn't want to set it too
24 low today, so those are my thoughts. Thank you.

25 VICE CHAIR BARAKAT: Thank you, Supervisor

1 Aungst. Any other -- any other questions, comments
2 on that front? I have a few, but I'll wait till
3 the end.

4 MS. ZIEGLER: Mr. Chair, I'm all the way at
5 the end.

6 VICE CHAIR BARAKAT: Go ahead.

7 MS. ZIEGLER: Yeah, I was just going to say I
8 would echo that. I think that looking at last year
9 and then looking at what's ahead of us, I think,
10 again, I can't stress enough that this is not a set
11 millage rate, this is the maximum amount. I know
12 that there will be ongoing discussions from now
13 until August that really will allow the team to
14 sharpen their pencils so we have a more accurate
15 assessment of what we indeed do need.

16 So I am very support -- I'm fully supportive
17 of option 2. You know, I would defer to my other
18 Board members, as well as the administrator, as to
19 option 1. I understand it's the maximum, but when
20 we look ahead and the volume and many of the items
21 that were just referenced, but also what I don't
22 want is to squeeze staff too much to the point
23 where we have unforeseen consequences and actually
24 ends up being more costly, or we're not completing
25 things at the level and caliber that is expected,

1 not only from this Board but people who visit over
2 here.

3 So I am in between those two. I never thought
4 I would be that, but I understand this is kind of a
5 different situation and understanding the projects
6 that are coming online. I'm very excited about
7 looking at that CIP. So just to give my fellow
8 Board members some insight into where I stand
9 today.

10 VICE CHAIR BARAKAT: Okay. Thank you.

11 MR. MATEER: I'd just say I support option 2,
12 as well, on the recommendation of the district
13 administrator.

14 VICE CHAIR BARAKAT: Okay. All right. Well,
15 my comments -- I guess we may need to take a couple
16 votes. In terms of my comments, I guess, you know,
17 philosophically, I have a general, I would say,
18 discomfort, you know, the notion of aggressively
19 raising millage rates. I walk into this inclined
20 to keep a comfortable -- you know, get us where we
21 need to be to get the job done, but not really more
22 than that. I think the District takes a lot of
23 pride in running a lean and mean operation. I
24 think that's what's important.

25 That being said, I am -- there's a lot of work

1 in front of us. One work that's -- we've got some
2 catching up to do. Obviously, we've been -- we've
3 busy with a lot of different things over the past
4 year, but now we're staffing up to move -- to scale
5 up, I think to use the phrase from our utility
6 friends. You know, we're going to be scaling up
7 pretty quickly. There's catch-up work, and we've
8 got to get out in front of new work in the years to
9 come.

10 We're still in the preliminary stages of the
11 budget process. To that extent, you know, given
12 that this is a maximum number, that we cannot go up
13 from this number, but we certainly can go down, and
14 I would be inclined to go down, but I don't want to
15 box in -- box us in at this early stage. So from
16 that standpoint, I would be inclined to support
17 option 1. So I think -- did I understand that
18 the -- to go with option 1 we'd need a unanimous?

19 MR. PERI: Uh-huh.

20 MS. KOPELOUSOS: (Nods head.)

21 VICE CHAIR BARAKAT: Okay. So why don't we
22 work our way --

23 MS. KOPELOUSOS: You would need a unanimous in
24 September.

25 MS. HIGGINBOTHAM: Not today you don't.

1 VICE CHAIR BARAKAT: Oh, not today. Okay.
2 Well, good. Well, what am I talking about? What
3 are we doing? Okay. I got excited. I thought we
4 were going to get a vote. All right. Well, good.
5 I guess that's -- so that's -- thank you for that.
6 Appreciate the context.

7 MR. PERI: I have initially a question. Okay.
8 So we're setting a maximum. We're notifying the
9 State of a maximum. Are we then legally
10 constrained if we -- let's suppose we select option
11 2, and after doing analysis and the rest we really
12 determine the millage rate should be 14.0. Okay.
13 Do we have the ability then to go -- is it the
14 State that is setting this as an absolute limit,
15 and is there a way, if we were to make a decision
16 today that indicates really -- it is our goal to
17 stay below, you know, say option 2, but we really
18 don't have -- I mean, obviously, a lot of things we
19 have to do. We don't have full information on
20 everything.

21 And the future being the hardest thing to
22 predict, I would -- you know, my preference would
23 be option 2, but I would like to understand what
24 happens if we were to get to a point where we said,
25 you know, the total millage rate needs to be a

1 little bit above that.

2 VICE CHAIR BARAKAT: You're saying, could we
3 ultimately land somewhere between option 1 and
4 option 2, or I suppose option 2 and option 3?

5 MR. PERI: I don't mean for now --

6 VICE CHAIR BARAKAT: Yeah, I'm just saying
7 eventually.

8 MR. PERI: -- but if -- yeah, in other words,
9 if we were to go through everything and say you
10 know what, we didn't realize that it was going to
11 be as costly.

12 VICE CHAIR BARAKAT: Why -- would one of y'all
13 like to speak to that?

14 MS. KOPELOUSOS: Yeah. There's a process. It
15 is quite laborious if we want to go above.

16 MR. PERI: Okay.

17 MS. HIGGINBOTHAM: Yes.

18 MS. KOPELOUSOS: So my recommendation is set
19 it -- it's easier to set it higher today than go
20 through that process, but there is a process that
21 we could go through.

22 MR. PERI: Okay. And then who gets most
23 affected? If we select option 1, are we saying
24 that, okay, the various businesses in the District
25 then are going to be initially making their plans

1 based on that? Is that the primary concern?

2 MS. HIGGINBOTHAM: Yes. It gets printed on
3 their notice of proposed taxes or their trim
4 notice.

5 MR. AUNGST: Trim notice.

6 MR. PERI: Okay. Got it.

7 MS. HIGGINBOTHAM: So whatever you decide
8 today will be sent to all the property -- all the
9 taxpayers and invites them to come to the public
10 hearing.

11 MR. PERI: Okay.

12 MS. HIGGINBOTHAM: Again, we can lower it as
13 we work on refining the budget. To raise it, it is
14 possible, it's very laborious.

15 VICE CHAIR BARAKAT: So in terms of what --
16 just procedurally in terms of the -- is there a
17 vote needed at this point?

18 MS. KOPELOUSOS: Yes.

19 VICE CHAIR BARAKAT: To select the maximum
20 number?

21 MS. KOPELOUSOS: Correct.

22 VICE CHAIR BARAKAT: Okay. So then -- Brian,
23 do --

24 MR. AUNGST: I just was -- I just was going to
25 say, you know, I think a lot of work has gone into

1 this, and I know Susan is working year-round, like
2 not just, you know, March through September, but a
3 lot of work has gone into this. Stephanie is
4 hitting the ground running like a marathon in a
5 sprint's pace. So I don't know that I have enough
6 information today to set it too low. That's my
7 concern, right?

8 So I would rather go with option 1 today with
9 the goal and the direction to the staff to work
10 with the taxpayers and making sure we set it as low
11 as we -- let's set it as low as we have to to
12 accomplish what it is that our taxpayers are trying
13 to accomplish. Does that make sense? That's my
14 view. So I would be in favor of option 1 today
15 knowing that there's going to be a lot more work
16 between now and September.

17 MS. ZIEGLER: Mr. Chairman, may I -- I just --
18 there was one piece, and I know the administrator
19 mentioned this previously. If you think about our
20 taxpayers, there's a large variance in what --
21 their operation, their size, and I know that
22 because of this change, understanding and having
23 the opportunity to really understand what that
24 impact would look like. While we're all here,
25 they're running their businesses and may not

1 realize that that is, in fact, the maximum and then
2 get that trim notice and -- you know, we don't have
3 to -- we understand what the economy looks like
4 right now, so there is some hesitation.

5 Again, I think it errs on the side of caution,
6 and again looking at the work that y'all have done
7 as far as do you feel comfortable if we're at
8 option 2? Is that -- is that substantial enough,
9 or is it more opportune to have a little bit more
10 flexibility?

11 Again, I think more -- we're having the
12 conversation, we understand we can go down. I
13 believe all of you will be very prudent as far as
14 fiscally responsible and what those decisions are,
15 it's just also the shock factor that I want to be
16 cautious of for our taxpayers.

17 MS. KOPELOUSOS: And as I committed to you,
18 Supervisor, that I'm going to get out and meet with
19 the businesses, particularly, the mom-and-pops that
20 are in the area. But, look, our partners are all
21 up and down this -- this road, as well as at Disney
22 Springs. So we'll continue to commit to that and
23 making sure they understand what we're doing and
24 what that need is.

25 MS. ZIEGLER: Wonderful. I think that's

1 important to note just publically, as well. Thank
2 you.

3 VICE CHAIR BARAKAT: Supervisor Peri.

4 MR. PERI: Yeah. Is it -- did I hear
5 correctly that the recommendation of the district
6 administrator of the District is option 2?

7 MS. KOPELOUSOS: Yes.

8 MR. PERI: Then I would support option 2.

9 MR. MATEER: Yeah. I would say too much money
10 is not always a good thing, and I think we've heard
11 from the experts to say they believe that we should
12 fall within option 2, so I would support option 2.

13 VICE CHAIR BARAKAT: Okay.

14 MS. ZIEGLER: I'll echo that, too. Yeah, I
15 think it's a good spot to land in.

16 VICE CHAIR BARAKAT: All right. I guess I
17 would -- I'll wrap it up. We may have a slight
18 difference of opinion, and that's okay. Again, as
19 I said, I'm really -- my inclination would be -- I
20 mean, I'm not inclined to get too aggressive on the
21 millage at all, but I am weary at this stage of
22 boxing ourselves in.

23 I think option 1 gets us to -- is it 4 or
24 5 percent above the prior years?

25 MS. KOPELOUSOS: It would be 5 percent -- the

1 way we got to option 1 was, as you and I discussed,
2 the 5 percent over what -- if the millage rate was
3 13.9, if you maintain that millage rate from last
4 year to this year, it would be a 5 percent.

5 VICE CHAIR BARAKAT: Okay. Yeah, I'm -- at
6 this stage, I would be inclined to give us the
7 maximum flexibility to make sure as -- sharing
8 Supervisor Aungst's perspective that I would want
9 to be -- I want us to be at the lowest number we
10 need to get -- to provide the District the right
11 resources to get the job done and do -- continue to
12 provide the first-class services that we are
13 expecting.

14 So that's where I'm at on this. I think it's
15 unlikely we would land there. I don't -- but I
16 don't want to be handcuffed at this stage. I guess
17 I would be -- I would be unlikely to support option
18 1 as a final result unless it was truly justified
19 in the numbers, but I think at this stage, I think
20 option 1 is the better course, understanding and
21 mitigating maybe some of the nervousness that there
22 may be in the taxpayer community.

23 I think, Stephanie, if we were to land on
24 option 1, I think you having those conversations, I
25 think, would mitigate some of the concern in terms

1 of shaking folks up. So that's where I'm at on
2 this. Supervisor Peri.

3 MR. PERI: Yeah. I've run a few businesses
4 over the years, and businesses will make their
5 decisions based upon the projection that we give.
6 If we give the projection of option 1, there may be
7 new building, there may be business expansion that
8 won't happen. Decisions to be taken in the next
9 month or two, and they are not going to assume
10 based upon what they are told that we're going to
11 come in less. They're going to presume that we are
12 preparing them for the likely case, not the worst
13 case, because that's how government operates
14 broadly.

15 Okay. Taxes go up, things happen, they all
16 know that Disney has been approved for this massive
17 development, and I think if we set it too high, it
18 is going to influence negatively decisions in the
19 District.

20 VICE CHAIR BARAKAT: Okay.

21 MR. PERI: So I would still say option 2 is
22 our best way to go because I think that's -- well,
23 I would hope we'll come in less than that, but at
24 least that's not an unreasonable thing for people
25 to plan, and you're really talking about an amount

1 that matches where we were before.

2 VICE CHAIR BARAKAT: Okay.

3 MS. KOPELOUSOS: Chairman, it might be
4 important if you want to ask for any public
5 comment. I know there's a lot of people here.

6 VICE CHAIR BARAKAT: Yeah, for sure. I would
7 welcome some public comment, if there's any. Do we
8 have anyone who would like to get up and speak to
9 this issue?

10 MS. KOPELOUSOS: No one wants to talk about
11 the budget?

12 MR. SHIREY: Bear with me for just a moment.
13 Good morning, everyone.

14 VICE CHAIR BARAKAT: Good morning.

15 MR. SHIREY: So my concern is just -- thank
16 you, appreciate that. My concern is this: There
17 is a ton of work that needs to be done just in the
18 fire department alone. And I'm only speaking from
19 that because that's all I know. I'm sure every
20 department head across the entire district probably
21 shares very similar concerns.

22 You know, you guys have done incredible work
23 bringing the fire department back up to what we
24 considered full staffing. But just as a reminder,
25 that full staffing number is our pre-COVID levels

1 of staffing. This has not added any additional
2 units to the road, this hasn't added stations, it
3 hasn't staffed our two specialty apparatus. Our
4 Bronto truck, which as was alluded to, is in the
5 shop and has been for a while. We also have a
6 heavy rescue or squad truck that is unstaffed, as
7 well.

8 The NFPA, the National Fire Protection
9 Association, recommends 43 firefighters as our
10 initial response to a high-rise or large commercial
11 or industrial structure fire. With our 32 per day,
12 16 of which are on ambulances, so very likely to be
13 off running medical calls, potentially off property
14 all together transporting to one of our local
15 hospitals. The number that we can reliably say can
16 respond to a fire is 16 on any given day. Just
17 something to consider as you guys are debating over
18 this millage rate.

19 Again, I tend to agree with all of you. I
20 don't love the idea of raising taxes, but I think
21 giving yourselves the flexibility with the higher
22 option 1, you can always roll that back, but like
23 has been said, it's very, very difficult to
24 increase it if you set it too low. Thank you.

25 VICE CHAIR BARAKAT: Thank you, sir.

1 Appreciate that. Any other -- any other comments
2 from the public? Okay. Well, I guess maybe what
3 might make the most sense, unless there's further
4 comments or discussion from the Board, what may
5 make the most sense is I might -- we'll start
6 with -- I will entertain a motion for the -- for
7 option No. 1, and then maybe we conduct a vote, and
8 if that passes, great; and if not, then we can move
9 on to option No. 2. Would that -- would that be
10 appropriate?

11 MS. KOPELOUSOS: Uh-huh.

12 VICE CHAIR BARAKAT: All right. Well, in
13 that -- in that case, I will entertain -- is there
14 a motion to move forward with option No. 1?

15 MR. AUNGST: So moved.

16 VICE CHAIR BARAKAT: Okay. I will -- I will
17 second it.

18 And then we may need -- sounds like we may
19 have a -- should we do a roll call? Would that be
20 appropriate?

21 MS. KOPELOUSOS: Yeah, that's fine.

22 VICE CHAIR BARAKAT: All right. In that case,
23 why don't we start -- well, I guess one of you-all
24 call the roll?

25 MS. KOPELOUSOS: Yeah, yeah, yeah. Chairman.

1 VICE CHAIR BARAKAT: Aye.

2 MS. KOPELOUSOS: Supervisor Aungst.

3 MR. AUNGST: Aye.

4 MS. KOPELOUSOS: Supervisor Peri.

5 MR. PERI: Nay.

6 MS. KOPELOUSOS: Supervisor Mateer.

7 MR. MATEER: Nay.

8 MS. KOPELOUSOS: Supervisor Ziegler.

9 MS. ZIEGLER: Nay.

10 VICE CHAIR BARAKAT: All right. So that
11 motion fails.

12 MR. MATEER: Make a motion for option 2.

13 MS. ZIEGLER: Second.

14 VICE CHAIR BARAKAT: All right. Shall we
15 then? I guess --

16 MS. KOPELOUSOS: Roll call. Chairman.

17 VICE CHAIR BARAKAT: Aye.

18 MR. AUNGST: Aye.

19 MS. KOPELOUSOS: Supervisor Peri.

20 MR. PERI: Aye.

21 MS. KOPELOUSOS: Mateer.

22 MR. MATEER: Aye.

23 MS. KOPELOUSOS: Ziegler.

24 MS. ZIEGLER: Aye.

25 VICE CHAIR BARAKAT: Very good. The motion

1 passes unanimously. Option No. 2 it is.

2 MS. HIGGINBOTHAM: Okay. Thank you very much.

3 MS. KOPELOUSOS: And we'll just -- yeah, on
4 the last slide just shows what's coming up. We do
5 want to talk about the budget hearing and the time,
6 so we'll get back to you on that. We may need to
7 do it a little later based on folks' schedules, so
8 we'll keep you updated on that and advertise
9 appropriately.

10 VICE CHAIR BARAKAT: Okay. Thank you,
11 Stephanie. And, look, just to recap that, I want
12 thank our -- Susan and the finance team, partners
13 at Reedy Creek Energy Services, and our district
14 employees for the very hard work and the excellence
15 they provide our taxpayers. All your services on
16 this invaluable part of the experience that
17 millions of visitors enjoy annually and to the
18 public, thank you for participating in the work we
19 do, and thank you for the public comments.

20 And we look forward to really digging deep and
21 sharpening our pencils on the budget in the months
22 to come. And I invite you-all to continue to --
23 those that will be impacted by this to come
24 prepared to comment at the upcoming meetings.

25 On to Item 8.5, final item on the general

1 business agenda. We have -- relating to the
2 appointment of general counsel. I know, Stephanie,
3 with help from Supervisor Mateer, has engaged in
4 the search for an appointment of a general counsel.
5 And with that, I will hand it over to her for
6 discussion.

7 MS. KOPELOUSOS: Sure. Thank you, Chairman.
8 Just want to be brief in my comments. One of the
9 things when the new board came in, they looked at
10 outside versus inside. I think that's been a
11 discussion all along. We -- we certainly have good
12 outside counsel on a lot of different areas. As --
13 when I came in, I thought it was important for our
14 team to have someone here day-to-day, so just want
15 to introduce and give him an opportunity to talk.

16 Roy Payne, who has been in this community for
17 a very long time. He has served as an attorney
18 with the City of Orlando for over 30 years. Comes
19 with quite a bit of experience and certainly can
20 hit the ground running. So I'll let Roy -- turn it
21 over to him for a few comments and then for your
22 discussion.

23 VICE CHAIR BARAKAT: We will recognize the
24 distinguished gentleman, Mr. Payne.

25 MR. PAYNE: Thank you, Vice Chairman. First

1 of all, I'm very excited to be here. That's one of
2 the things I want everybody to understand. It's
3 exciting to be here, it's exciting to have this
4 opportunity, and I do appreciate it.

5 I was at the City for a little over 33 years.
6 Even had a few cases with Kurt over that time
7 frame. All good. All good. But -- so it -- even
8 though I had been there as long as I had, it was a
9 great experience, great people, learned a ton. It
10 was time -- it was time for a change, and this
11 opportunity felt like the perfect kind of change,
12 and so far it has been.

13 It's been great. The employees have been
14 great. The support has been great. I really
15 couldn't understate how much I appreciate the
16 employees we have and the support that they've
17 given me.

18 So it -- you know, the District, as you know,
19 is a very unique animal. It's a special kind of
20 organization. It makes it interesting, it makes
21 the learning curve a little more than maybe I was
22 expecting just because things are done quite
23 differently here than your typical municipal
24 corporation or county.

25 But it's been -- it's been refreshing to be a

1 part of this. And just, you know, being at an
2 organization previously where there's a lot of
3 constituencies involved, it's refreshing when
4 everybody is sort of pulling in the same direction.
5 And not that you don't have issues and discussions
6 that you need to have, but it is very unique, and I
7 think everybody should appreciate it as much as I
8 do.

9 But, again, it's an opportunity I look forward
10 to, and I hope it comes to fruition. But, you
11 know, I look forward to working with all of you. I
12 look forward to being a part of this organization
13 in the future. You know, it's -- what Stephanie
14 wanted, I think, in the beginning is to have
15 somebody on-site, open door, all of that, and I
16 feel the same way with any questions you guys and
17 ladies may have. You know, that's what we're
18 about.

19 I appreciate the efforts from Kurt and Dan
20 over the last year and a half or so. I have
21 nothing but respect for them, and I think, you
22 know, we will move forward, and I hope to be a part
23 of that. And if you have any questions of me, I'm
24 happy to answer them.

25 VICE CHAIR BARAKAT: Okay. Roy, could you

1 tell us again how many -- how many years of service
2 at the City of Orlando?

3 MR. PAYNE: Thirty-three and a few months.
4 And I have -- I have four daughters. We are his,
5 hers, and ours. My youngest is 12-years-old, and I
6 still haven't got her to understand I don't work at
7 Disney. I see Mickey Mouse every day. I don't
8 see -- I think eventually I'll get her to
9 understand that I'm not in Disney proper, but she's
10 very excited about coming to lunch and going to the
11 Rain Forest Cafe or something across the bridge
12 there. But the older ones are, I think I was
13 telling somebody, are more into Universal. Sorry,
14 but they'll come back around, I'm sure.

15 You know, it's -- so it's been -- even the
16 three or four weeks I've been here have been very
17 entertaining for me and my family and very -- it's
18 just been -- it's a great group of employees. I'm
19 sure you know that, and it's just a -- you know,
20 I'm looking forward to it.

21 VICE CHAIR BARAKAT: Thanks, Roy. I know -- I
22 mean, look, I think over the last couple of years I
23 think, obviously, the Governor and his team and
24 everyone on this Board has made a lot of effort to
25 educate the public on how this Board and this

1 District is different from Disney, but we haven't
2 gotten all the 12-year-olds yet. So we're -- we
3 have some work to do. We'll take that -- we'll
4 take that as a positive comment. Very good. Any
5 other -- any other questions from the -- from the
6 Board?

7 MS. ZIEGLER: Mr. Chairman --

8 VICE CHAIR BARAKAT: Yes.

9 MS. ZIEGLER: -- I just wanted to add, there's
10 oftentimes the discussion about internal and
11 external. And certainly this past -- well, as you
12 mentioned, this District is very unique. Just look
13 at the trim notice and how completely reverse it is
14 from a usual conversation that we would be having
15 on a governing board, a taxation board.

16 And so -- but I do think that tremendous work
17 has been done over the last year and a half, and
18 I'm really happy with where we are landing. It
19 has -- you know, we didn't know what the next day
20 would be when we started this, but to look at where
21 we have come, I think everyone in this room, I
22 think on this Board, really have a lot of optimism
23 about where we're going.

24 And so what I think is really helpful and the
25 value of being in-person here, to continue to

1 provide that support to the staff, just keeps us
2 moving forward in the direction that I like to see
3 us going, so I'm very excited about this.

4 VICE CHAIR BARAKAT: Any other comments?

5 MR. AUNGST: Mr. Chair, if I might, I just
6 wanted to say, Roy, welcome. It was a pleasure
7 meeting you and getting to spend some time with you
8 and very much appreciate that you'll be here with
9 Stephanie in person every day and working with our
10 awesome team and providing them a very good,
11 extremely knowledgeable, very, very well-respected
12 in the legal community and well-known in the
13 Central Florida legal community resource.

14 I do want to say to Kurt Ardaman and Dan
15 Langley, you have done exceptional work for us.
16 You have been extremely trusted advisors and
17 counselors. You have helped us navigate from the
18 very, very beginning of this -- of this iteration
19 of the District to this very successful landing
20 place, as Supervisor Ziegler said, and you are a
21 key, key crucial element of the success that you've
22 laid the foundation for.

23 So you've really put us in a position to be
24 successful. And you've put us in a position where
25 now we can have someone here full-time that is

1 working on the bread-and-butter, easements,
2 right-of-ways, you know, things that a normal city,
3 county, local government attorney do. So I just
4 want to, again, thank you so much for everything
5 you've done for being there for me. And I know for
6 the other Board members, as well as the district
7 administrators and our team in helping us navigate
8 to this great spot. And also hope and look forward
9 to, Roy, working with you-all in the future with
10 us, so thank you.

11 VICE CHAIR BARAKAT: Any other comments? I'll
12 make a couple before we -- just, Roy, just to echo,
13 it was a pleasure -- a pleasure getting to meet you
14 and getting to know more about your background,
15 and, obviously, 33 years at a place like the City
16 of Orlando, a lot of moving pieces, a very
17 complicated place, look, I don't think there's
18 anywhere -- this is a unique place.

19 This District is unique on a fundamental
20 level. Truly no place in Florida, no place in
21 America, but coming in from a complicated
22 background -- you know, there's nothing simple
23 about the City of Orlando. There's a lot going on
24 there. It's a big place, it's getting bigger and
25 getting better every day, and you come with a great

1 reputation from that city, so I think you'll be
2 able to come here and hit the ground running. So
3 I'm excited to have you aboard.

4 And, obviously, look, Stephanie has placed a
5 lot of trust and faith in you. She speaks very
6 highly for you, and I'm here in support of our CEO,
7 effectively, you know, so I'm happy to move forward
8 on that front, and I look forward to getting to
9 work with you and getting to know you better in the
10 months and years ahead.

11 MR. PAYNE: Thank you.

12 VICE CHAIR BARAKAT: Thank you. That being
13 said, I want to comment and thank our friends, Kurt
14 and Dan, from Fishback Dominick. Gentlemen, bottom
15 line, we wouldn't be here without you. The work
16 that you've put in, certainly the year that I've
17 joined the Board but going back further, this --
18 the learning curve was incredible coming in. We
19 didn't know what we didn't know. You-all have
20 helped us build policies and procedures that
21 will -- have made this a best-in-practice,
22 best-in-government going forward, and we're going
23 to continue to build on that work and that
24 foundation you-all have built. You know, it is
25 incredible, and I can't thank you enough for it.

1 On a -- in terms of dealing with litigation
2 and building the foundation and getting us --
3 putting the puzzle pieces in place, the 3D chess
4 pieces that you helped manage, that team, and your
5 involvement in that team to the settlement
6 agreement, to the development agreement, again, so
7 complicated. I'm not sure anybody -- you know, I
8 can't thank you enough for the work you've put in
9 going on.

10 And, obviously, there's going to be a lot of
11 work going forward, some areas where your expertise
12 is unique and your involvement in the District is
13 unique, and I hope that we'll -- I think there are
14 going to be opportunities to continue to work
15 together in the future.

16 So this is not a -- it is not a goodbye. It
17 is just turning the page on what is going to be a
18 tremendous chapter in the book of this District's
19 history, so can't thank you-all enough. And I
20 guess with that --

21 MR. ARDAMAN: Mr. Chairman, can I make a quick
22 statement?

23 VICE CHAIR BARAKAT: I would love your
24 comments, yeah.

25 MR. ARDAMAN: I understand that this is a

1 great opportunity for the District. I've known
2 Roy, like he said, for decades and all of our
3 dealings together, both in opposition and together,
4 has been great. He's been great for the City of
5 Orlando, and it's a great choice. And I think it's
6 a benefit to the District to have general counsel
7 in-house. There are some good things that only an
8 in-house counsel that's really in-house all the
9 time can provide. So Stephanie has recommended I
10 think a very good choice for the Board.

11 As Roy -- Roy and I have talked a little bit,
12 and I've talked to many of you about this, and this
13 District is the most unique local government
14 district in the state of Florida, probably in the
15 United States. It's not only a special district,
16 but a water management district, it's a road
17 district in some combination pieces and parts.
18 You've got multiple statutory provisions integrated
19 with the constitution, and then we've got our own
20 special legislative treatment of all of that.

21 So it's unique, and we have offered to assist
22 Roy in anything he needs and Stephanie, of course,
23 and the Board members as you requested going
24 forward. So we're happy to provide that special
25 counsel assistance, and any time that that's needed

1 we are glad to stand in and step up to assist the
2 Board, the staff, Roy, in those capacities.

3 We've got a pre-existing Board-approved
4 agreement, so there's no need for any further
5 hiring, and we appreciate all the great times that
6 we've had here. Been a little roller coaster now
7 and then, and we love working with staff.
8 Continue -- will help Roy through that transition
9 and learning whatever else he needs to learn and
10 handing off what we can. So, again, it's been a
11 great pleasure. And, Dan, anything you'd like to
12 tell the Board?

13 MR. LANGLEY: Well, I just want to say it's
14 been a pleasure working with the staff. They are a
15 tremendous group of people, and, of course, the
16 Board. And so as Kurt said, we're here for
17 continued service as you desire. Thank you very
18 much and congratulations, Roy.

19 VICE CHAIR BARAKAT: Thank you both. So --
20 and appreciate that. I think, at this point, it
21 would be appropriate then to have a vote. I
22 will -- I will go ahead if I can. I will go ahead
23 and motion that we -- that the Board approve the
24 appointment of Roy Payne as general counsel to the
25 Central Florida Tourism Oversight District. Is

1 there a second?

2 MS. ZIEGLER: Second.

3 VICE CHAIR BARAKAT: Second. All those in
4 favor, say aye.

5 THE BOARD: Aye.

6 VICE CHAIR BARAKAT: Any opposed? Hearing
7 none, let the record reflect that that vote passes
8 unanimously. Great congratulations to Roy Payne.
9 Welcome aboard.

10 MR. PAYNE: Thank you, thank you.

11 VICE CHAIR BARAKAT: And Dan and Kurt, again,
12 thank you so much for your service. I can't thank
13 you enough. And, Stephanie, kudos to you on a
14 great -- on a great hire. We're excited for the --
15 for the future.

16 Great. All right. Man, look at us, an hour
17 and a half. All right. A little long by current
18 standards, but here we are. That being said, do
19 any members have any additional comments before I
20 request a motion to adjourn? Okay. Hearing none,
21 motion to adjourn.

22 MR. AUNGST: So moved.

23 MS. ZIEGLER: Second.

24 VICE CHAIR BARAKAT: Second. All those in
25 favor, say aye.

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THE BOARD: Aye.

VICE CHAIR BARAKAT: We are adjourned at of
12:05 p.m.

(The meeting adjourned at 12:05 p.m.)

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C E R T I F I C A T E

STATE OF FLORIDA
COUNTY OF ORANGE

I, SANDRA D. BROWN, Florida Professional Reporter, certify that I was authorized to and did stenographically report the foregoing proceedings and that the transcript is a true and complete record of my stenographic notes.

Dated this 8th day of August, 2024.

Sandra D. Brown

SANDRA D. BROWN
FLORIDA PROFESSIONAL REPORTER

CENTRAL FLORIDA TOURISM OVERSIGHT DISTRICT

BOARD OF SUPERVISORS REPORT 8.1

Board Meeting Date: 08/28/2024

Subject: Professional Engineering Services for 'Project S' Electric Service

Presented By: Chris Ferraro, Director, Reedy Creek Energy Services

Department: Utility Services

STAFF RECOMMENDATION (Motion Ready): Approve Agenda Item #8.1 Work Authorization #20 under Master Services Agreement M000227 with Chen Moore and Associates Inc. for professional engineering services to provide electric utility service to 'Project S' in the amount of \$85,405.81, plus 10% contingency, along with Reedy Creek Energy Services' design/support services fee of \$75,000 for a total of \$168,946.39

DISTRICT'S RELEVANT STRATEGIC GOALS: Operational Excellence

PROOF OF PUBLICATION: N/A

BACKGROUND:

In May 2023, Reedy Creek Energy Services received an initial utility service request (USR) for Project S. The USR included requests for electric, domestic (potable) water, sanitary sewer (wastewater), reclaimed water, natural gas, and solid waste services. Updated/revised requests were subsequently submitted to provide additional information necessary to respond to the USR.

In May 2024, the District responded to the USR, designated #17225, providing details for each utility service requested regarding the ability to provide service, the conditions for service, and the requirements for any contribution-in-aid-of-construction (CIAC) from the customer. To provide the requested electric utility service, the District needs to design and construct extensions to existing facilities.

FINDINGS AND CONCLUSIONS:

The District requires outside professional engineering services to prepare the detailed design and provide assistance during the project's bidding and construction phases. This design will be based on District specifications and standards and is subject to oversight, review and approval by Reedy Creek Energy Services' engineering staff. The District entered into a Master Services Agreement (#M000227) with Chen Moore and Associates in May of 2022 to provide such services on an individual work authorization basis.

Staff recommends issuing a work authorization to Chen Moore and Associates for professional engineering services to provide electric utility service to Project S in the amount of \$85,405.81 plus 10% contingency, along with Reedy Creek Energy Services' design/support services fees of \$75,000.00 for a total of \$168,946.39.

FISCAL IMPACT:

Funding will be from CFTOD Series 2018-1 Utility Revenue Bonds (Non-Taxable).

PROCUREMENT REVIEW:

This agreement 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 Counsel.

ALTERNATIVE:

- Deny
- Amend
- Table

SUPPORT MATERIALS:

- Contract



CENTRAL FLORIDA TOURISM OVERSIGHT DISTRICT
Notices: 10450 Turkey Lake Road, Box #690519
Orlando, Florida 32869

PROFESSIONAL WORK AUTHORIZATION

To: **Chen Moore & Associates, Inc.**
500 W. Cypress Creek Road, Suite 630
Ft. Lauderdale, Florida 33309

Date: _____

Master Agreement Number: **M000227**

Work Authorization No. **W020**

[Both the Agreement Number and the Work Authorization Number, shown above, shall be identified on corresponding invoice(s)]

Pursuant to the Master Agreement (Agreement Number M000227) between **Central Florida Tourism Oversight District** (“Owner” or “District”) and **Chen Moore & Associates, Inc.** (“Consultant”) and for which the date of commencement was May 10, 2022, this Work Authorization authorizes the Consultant to perform the work described below.

Job Title: **Engineering Design Services for Project S Electrical Service**

Schedule for Performance: Start Date: **August 28, 2024** Completion Date: **December 8, 2024**

Scope of Services: Consultant shall perform the following services:

Consultant shall provide design services for the electric utility service, including new transformer service yard, transformer loop, and SCADA monitoring cabinets for Project S. Consultant shall provide construction administration services during the bidding and construction phases of the Project.

PROJECT DESCRIPTION

The project will consist of the following tasks:

Design – Task 200

1. Provide construction plans and details for the installation of new underground electrical distribution infrastructure and modifications to the existing medium voltage electrical system that include:
 - a. Installation of nine (9) new transformers
 - Eight (8) of the nine (9) transformers have construction plans and details completed.
 - Of the eight (8) designed transformers, three (3) of the transformers need to be shifted due to the site design.
 - One (1) transformer installation will require a new plan and profile drawing and a new enlarged plan.
 - b. Install three (3) low voltage cabinets with an SEL automation controller to monitor transformers at three (3) locations within the project limits.
 - The low voltage cabinet designs will be updated with new power requirements and new equipment.
 - c. Install 15kV #4/0 EPR cable in ductbank, direct buried conduit, and directional drilled conduits to new transformer locations.
 - d. Install fiber optic conduit, twenty-four (24) count single mode fiber optic cable and equipment required to establish network communication with the existing fiber optic system.
 - e. Install a new pad mount 15kV switchgear.
2. Provide plan and profile for new conduit, pull boxes, and directional drills.
3. Provide construction cost estimate with the 90% Review documents.
4. Provide two (2) bid and construction packages, one for construction power and one for the entire site electrical.

5. Bi-weekly coordination calls with Utilities and Walt Disney Imagineering (“WDI”).
6. One (1) on site meeting with Utilities Operations and Utilities P&C to review the SCADA cabinet designs.
7. One (1) 90% design review meeting virtually.

Bidding Assistance: Task 700

1. Attend one (1) pre bid meeting
2. Respond to six (6) bid questions/RFIs.

Construction Administration – Task 800

1. Coordination with Utilities PM and WDI Site Superintendent.
2. Attend weekly construction teleconference meetings for twenty-four (24) weeks.
3. Review contractor shop drawings.
4. Respond to contractor RFIs.
5. One (1) on-site partial completion inspection with the contractor and Utilities PM.
6. One (1) final completion inspection with the contractor and Utilities PM.
7. Record Drawings

SCOPE OF WORK

Consultant shall provide design drawings and specifications that meet or exceed the requirements of the District and Utilities Standards, and standard drawing templates for the construction of the Unit Substation Replacement as described above.

TASK 100 - PRELIMINARY ENGINEERING 30% DESIGN

None Anticipated

TASK 200 - CONSTRUCTION DOCUMENTS

Subtask 210 – 90% Design

The 90% design shall include a complete set of plan and detail drawings indicating best available survey and topographic information, depiction of all subsurface utility data in accordance with the best available information, proposed project drawing details as best as can be determined at this point, and specific technical specification sections with proposed changes as required (including Section 00850 and 01110).

1. Any modifications to District and Utilities Standards shall be identified.
2. A Preliminary Sequence of Construction will be on the plan set.
3. Utilities shall provide Consultant with written review comments 48 hours prior to the review meeting. Each person reviewing the project shall provide a sheet or sheets with comments numbered. The reviewers name, organization and phone number shall be on the sheets.

Deliverables and Review Meeting

1. Submit one (1) copy, electronic PDF of the 90% design drawings.
2. Submit one (1) copy, Sections 00850 and 01110 and specific technical specification sections with proposed changes as required.
3. Utilities shall coordinate a 90% Review and Constructability meeting on site within one (1) week of the submittal.
4. Utilities shall provide Consultant with written review comments 48 hours prior to the review meeting. Each person reviewing the project shall provide their organization, and phone number on the sheets.

Subtask 230 – Construction Documents (100%)

The Construction Design Documents shall include a complete and final set of construction plan and detail drawings and specifications containing all of the requirements for a complete and fully functioning system.

The documents contain final Suggested Sequence of Construction. These lists will be coordinated with the Utilities Design Manager and Construction Management.

Deliverables

1. Submit one (1) electronic PDF copy of Bid-Ready (100%) complete construction drawings and specific required specification sections, including but not limited to Sections 00850 and 01110).
2. Provide the updated Consultant’s Estimate of Probable Cost utilizing the standard pay items.

TASK 300 – SURVEY

None Anticipated

TASK 400 - GEOTECHNICAL

None Anticipated

TASK 500 – ECOLOGICAL INVESTIGATION

None Anticipated

TASK 600 – STAKEHOLDER OUTREACH

None Anticipated

TASK 700 - BIDDING ASSISTANCE

Subtask 710 – Bidding Assistance

1. Consultant shall provide bidding assistance as required to select the contractor.
2. Consultant shall attend one (1) pre-bid meeting on site.
3. Consultant shall respond to three (3) contractor questions.

TASK 800 - CONSTRUCTION ADMINISTRATION

Subtask 810 – Conformed Documents and Preconstruction Conference

Utilities will provide construction inspection. All instructions to the Contractor(s) shall be issued through Utilities. Consultant shall:

1. Incorporate into the construction documents any revisions and clarifications that occurred during the bidding phase. Provide Utilities the “Conformed” construction drawings in PDF format.
2. Preconstruction Conference
 - a. Consultant shall work in close coordination with Utilities Project Management. Utilities will plan, organize and conduct a pre-construction conference and distribute the Conformed Construction Documents.
 - b. Utilities Project Management will conduct the contract portion of the meeting. Consultant shall conduct the Construction Document Review portion of the meeting, take meeting minutes and distribute written minutes to all attendees.

Subtask 820 – Shop Drawings and Correspondence

1. Shop Drawings
 - a. Consultant shall review shop drawings and product submittals for conformance with the Contract Documents.
 - b. If the shop drawing products or schedules as submitted describe variations and show a departure from the Contract Documents which Consultant finds to be in the interest of Utilities and to be so minor as not to involve a change in Contract Price or Contract Time, then Consultant shall consult with Utilities for agreement and will return the reviewed drawings without noting an exception.
 - c. This task is based on reviewing six (6) shop drawing submittals and resubmittals.
2. Substitutions
 - a. The Consultant shall consider proposals for substitution of materials, equipment, and methods only when such proposals are accompanied by full and complete technical data and all other information required by Utilities to evaluate the proposed substitution.
 - b. This task is based on providing assistance with one (1) substitution submittal or resubmittal.

Subtask 830 – Request for Information (RFIs), Request for Proposals (RFPs), and Construction Change Directives (CCDs)

1. Receive, review, evaluate, distribute and/or issue RFIs, Supplemental Instructions, RFPs, CCDs, and sketches and drawings to resolve actual field conflicts encountered and provide consultation and advice during the construction process.
2. For any drawing revision, all drawings associated with the project will need to be reissued (not just the revised sheets).
3. This task is based on providing a total of four (4) responses.

Subtask 840 - Schedule of Values

Consultant shall review Contractor's schedule of values to ensure the breakdown is adequate to allow accurate measurement for payments of work completed. The review will assure that the values are not front end loaded.

Subtask 850 – Monthly Construction Progress Meetings and Site Inspections

1. Consultant shall participate in a weekly phone construction conference.
2. Consultant shall conduct two (2) site visits.

Subtask 860 – Substantial Completions and Partial Certifications

1. Substantial Completion Inspections.
2. Consultant shall not participate with Utilities Project Management in a substantial completion inspection of Project.

Subtask 870 – Final Completion Inspection and Record Drawings

1. Consultant shall conduct, with Utilities Project Management, a final completion inspection of Project.
2. Consultant shall develop the Record Drawings from the As-built Drawings supplied by the Contractor. The Record Drawings shall incorporate all partial clearance information. The Consultant shall indicate substantive deviations from the original design documents and certify whether the deviations are such that the original engineering design intent has or has not been “materially” accomplished by the finished construction.
3. The Record Drawings shall be a compiled representation of the constructed project; shall contain a listing of the sources and the basis of information used in the preparation of the Record Drawings; shall contain a certification that they are believed to be correct to the best of the Consultant's knowledge and that the drawings meet the design intent. Final Record Drawings combine all previous partial clearances, contractor As-builts, surveyed coordinates, contractor red-lines, and all Utilities work into one complete set.
4. Provide the AutoCAD file in .dxf or .dwg format.

QUALITY ASSURANCE PLAN

Consultant shall be responsible for the professional quality of all deliverables. Consultant has an internal Quality Assurance Plan that provides review of all deliverables and significant calculations by another qualified professional that was not responsible for preparing the deliverable or calculation. The Consultant's Project Manager shall certify that each deliverable has had the appropriate internal Quality Assurance review performed prior to submittal to Utilities.

SCHEDULE

The design effort described herein shall be completed as follows:

1. Construction Power 90% design shall be submitted on or before October 6, 2024.
2. Construction Power Bid Documents shall be submitted on or before October 24, 2024.
3. Final Design 90% design shall be submitted on or before November 17, 2024.
4. Final Design Bid Documents on or before December 8, 2024.

CLARIFICATIONS

1. All submittals shall be electronic. Prints are not included.
2. The final project documents shall be signed and sealed by a professional engineer actively licensed by the State of Florida.
3. Survey is not included in this scope of work.
4. Soft digs (“SUE”) are not included in this scope of work.
5. The schedule is based on receiving a Notice to Proceed (“NTP”) on August 28, 2024.
6. Review meetings shall be held within one week of the submittal dated.
7. If As-Built mark ups and survey are not received within two months of completion of construction, a change order may be required to complete the As-Built mark ups.

Basis of Compensation for services performed under this Work Authorization shall be:

Lump Sum Fixed Fee Amount **\$85,405.81**, pursuant to the schedule of values and itemization set forth below:

Labor Category	Billable Hourly Rate	x	Hours	Lump Sum Amount
Principal Engineer PM-EOR	\$214.62	x	242	\$51,938.04
Principal Engineer QC-SUP	\$214.62	x	44	\$9,443.28
Senior Designer	\$134.88	x	173	\$23,334.24
Labor Total				\$84,715.56

Task Number	Task Description	Value
Task 200	Construction Documents	\$55,491.60
Task 700	Bidding Assistance	\$2,575.44
Task 800	Construction Administration Services	\$26,648.52
Labor Total		84,715.56
Reimbursable Expenses		\$690.25
Lump Sum Total		\$85,405.81

Reimbursable:

Pursuant to the provisions of Article 3.b of the Agreement, the amount established hereby for Reimbursable Expenses, which is included as part of the aforementioned fee is: **\$690.25**.

Central Florida Tourism Oversight District's Owner's Representative: **Anthony Kasper**
 Phone: 407-810-1335

Payments in excess of this Work Authorization will not be made unless such work or services have had the prior written approval of Owner. Invoices should be addressed to the following address, and shall include this Work Authorization number and the Contract Number under which it applies:

Central Florida Tourism Oversight District
C/O: Reedy Creek Energy Services – Utilities Division
Attention: Accounts Payable
P.O. Box 690519
Orlando, Florida 32869
All invoices shall be sent to wdw.rces.billing@disney.com

OWNER:
CENTRAL FLORIDA TOURISM OVERSIGHT DISTRICT f/k/a Reedy Creek Improvement District

CONSULTANT:
CHEN MOORE & ASSOCIATES, INC.

Signature: _____

Signature: _____

Print Name: Charbel Barakat

Print Name: _____

Title: Vice Chairman of the Board of Supervisors

Title: _____

Date: _____

Date: _____

July 19th, 2024

SENT VIA E-MAIL

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

Re: Proposal for Professional Services for Project S

Based on our recent discussions and correspondence, this design will be completed on a Work Authorization under our Master Services Agreement No. M000227. We are pleased to provide this proposal for the following scope, clarifications, & pricing:

Project Purpose

The purpose of this project is to provide a new transformer service yard, transformer loop, and SCADA monitoring cabinets for a new resort.

Description of Project

The project will consist of the following tasks:

Design – Task 100/Task 200

- Provide construction plans and details for the installation of new underground electrical distribution infrastructure and modifications to the existing medium voltage electrical system that include:
 - Installation of nine (9) new transformers
 - Eight (8) of the nine (9) transformers have construction plans and details completed.
 - Of the eight designed transformers, three of the transformers need to be shifted due the site design
 - One transformer installation will require a new plan & profile drawing and a new enlarged plan
 - Install three (3) low voltage cabinets with an SEL automation controller to monitor transformers at three locations within the project limits
 - The low voltage cabinet designs will be updated with new power requirements and new equipment.
 - Install 15kV #4/0 EPR cable in ductbank, direct buried conduit, and directional drilled conduits to new transformer locations.
 - Install fiber optic conduit, twenty-four (24) count single mode fiber optic cable and equipment required to establish network communication with the existing fiber optic system
 - Install a new pad mount 15kV switchgear
- Provide plan and profile for new conduit, pull boxes, and directional drills
- Provide construction cost estimate with the 90% Review documents
- Provide two (2) bid and construction packages, one for construction power and one for the entire site electrical

- Bi-weekly coordination calls with RCES and WDI
- One on site meeting with RCES Operations and RCES P&C to review the SCADA cabinet designs
- One 90% design review meeting virtually

Bidding Assistance: Task 700

- Attend one pre bid meeting
- Respond to 6 bid questions/RFI's

Construction Administration – Task 800

- Coordination with RCES PM and WDI Site Superintendent
- Attend weekly construction teleconference meetings for twenty-four (24) weeks
- Review contractor shop drawings
- Respond to contractor RFI's
- One on site partial completion inspection with the contractor and RCES PM
- One final completion inspection with the contractor and RCES PM
- Record Drawings

Scope of Work

CMA will provide design drawings and specifications that meet or exceed the requirements of CFTOD/RCES Standards, and standard drawing templates for the construction of the Unit Substation Replacement as described above.

The following tasks will be performed as part of the work:

- Task 100 Preliminary Engineering **None Anticipated**
- Task 200 Construction Documents
- Task 300 Surveying: **None Anticipated**
- Task 400 Geotechnical Investigation and Groundwater Sampling and Testing: **None Anticipated**
- Task 500 Ecological Investigation: **None Anticipated**
- Task 600 Stakeholder Outreach: **None Anticipated**
- Task 700 Bidding Assistance: **None Anticipated**
- Task 800 Construction Administration Services

TASK 100 - Preliminary Engineering 30% Design

None Anticipated

TASK 200 - Construction Documents

Subtask 210 – 90% Design

The 90% design shall include a complete set of plan and detail drawings indicating best available survey and topographic information, depiction of all subsurface utility data in accordance with the best available information, proposed project drawing details as best as can be determined at this point, and specific technical specification sections with proposed changes as required (including Section 00850 and 01110).

1. Any modifications to CFTOD/RCES Standards shall be identified.
2. A Preliminary Sequence of Construction will be on the plan set.

3. RCES shall provide CMA with written review comments 48 hours prior to the review meeting. Each person reviewing the project shall provide a sheet or sheets with comments numbered. The reviewers name, organization and phone number shall be on the sheets.

Deliverables and Review Meeting:

1. Submit One (1) copy, electronic PDF of the 90% design drawings.
2. Submit One (1) copy, Sections 00850 and 01110 and specific technical specification sections with proposed changes as required.
3. RCES shall coordinate a 90% Review and Constructability meeting on site within one (1) week of the submittal.
4. RCES shall provide CMA with written review comments 48 hours prior to the review meeting. Each person reviewing the project shall provide their organization, and phone number on the sheets.

Subtask 230 – Construction Documents (100%)

The Construction Design Documents shall include a complete and final set of construction plan and detail drawings and specifications containing all of the requirements for a complete and fully functioning system. The documents contain final Suggested Sequence of Construction. These lists will be coordinated with the RCES Design Manager and Construction Management.

Deliverables:

1. Submit One (1) electronic PDF copy of Bid-Ready (100%) complete construction drawings and specific required specification sections, including but not limited to Sections 00850 and 01110).
2. Provide the updated Consultant's Estimate of Probable Cost utilizing the standard pay items.

TASK 300 – SURVEY

None Anticipated

TASK 400 - Geotechnical

None Anticipated

TASK 500 – ECOLOGICAL INVESTIGATION

None Anticipated

TASK 600 – STAKEHOLDER OUTREACH

None Anticipated

TASK 700 - BIDDING ASSISTANCE

Subtask 710 – Bidding Assistance

1. CMA will provide bidding assistance as required to select the contractor.
2. CMA will attend one pre-bid meeting on site
3. CMA will respond to 3 contractor questions

TASK 800 - CONSTRUCTION ADMINISTRATION

Subtask 810 – Conformed Documents and Preconstruction Conference

RCES will provide construction inspection. All instructions to the Contractor(s) shall be issued through RCES. CMA shall:

1. Incorporate into the construction documents any revisions and clarifications that occurred during the bidding phase. Provide RCES the “Conformed” construction drawings in PDF format.
2. Preconstruction Conference
 - A. CMA will work in close coordination with RCES Project Management. RCES will plan, organize and conduct a pre-construction conference and distribute the Conformed Construction Documents. RCES Project Management will conduct the contract portion of the meeting. CMA will conduct the Construction Document Review portion of the meeting and take meeting minutes and distribute written minutes to all attendees.

Subtask 820 – Shop Drawings and Correspondence

1. Shop Drawings
 - A. CMA will review shop drawings and product submittals for conformance with the Contract Documents.
 - B. If the shop drawing products or schedules as submitted describe variations and show a departure from the Contract Documents which CMA finds to be in the interest of RCES and to be so minor as not to involve a change in Contract Price or Contract Time, then CMA will consult with RCES for agreement and will return the reviewed drawings without noting an exception.
 - C. The proposed budget for this task is based on reviewing 6 shop drawing submittals and resubmittals.
2. Substitutions
 - A. The Consultant will consider proposals for substitution of materials, equipment, and methods only when such proposals are accompanied by full and complete technical data and all other information required by RCES/Professional to evaluate the proposed substitution.
 - B. The proposed budget for this task is based on providing assistance with 1 substitution submittals or resubmittals.

Subtask 830 – Request for Information (RFIs), Request for Proposals (RFPs), and Construction Change Directives (CORs)

1. Receive, review, evaluate, distribute and/or issue RFIs, Supplemental Instructions, RFPs, CCDs, and sketches and drawings to resolve actual field conflicts encountered and provide consultation and advice during the construction process.
2. The Consultant understands that for any drawing revision, all drawings associated with the project will need to be reissued (not just the revised sheets).
3. The proposed budget for this task is based on providing a total of 4 responses.

Subtask 840 - Schedule of Values

1. CMA will review Contractor’s schedule of values to ensure the breakdown is adequate to allow accurate measurement for payments of work completed. The review will also try to assure that the values are not front end loaded.

Subtask 850 – Monthly Construction Progress Meetings and Site Inspections

1. CMA will participate in a weekly phone construction conference.
2. CMA will conduct two (2) site visits.

Subtask 860 – Substantial Completions and Partial Certifications

1. Substantial Completion Inspections
2. CMA will NOT participate with RCES Project Management in a substantial completion inspection of Project.

Subtask 870 – Final Completion Inspection and Record Drawings

1. CMA will conduct, with RCES Project Management, a final completion inspection of Project.
2. CMA will develop the Record Drawings from the As-built Drawings supplied by the Contractor. The Record Drawings shall incorporate all partial clearance information. The Consultant shall indicate substantive deviations from the original design documents and certify whether the deviations are such that the original engineering design intent has or has not been “materially” accomplished by the finished construction.
3. The Record Drawings shall be a compiled representation of the constructed project; shall contain a listing of the sources and the basis of information used in the preparation of the Record Drawings; shall contain a certification that they are believed to be correct to the best of the CMA’s knowledge and that the drawings meet the design intent. Final Record Drawings combine all previous partial clearances, contractor As-builts, surveyed coordinates, contractor red-lines, and all RCES work into one complete set.
4. Provide the AutoCAD file in .dxf or .dwg format.

QUALITY ASSURANCE PLAN

CMA shall be responsible for the professional quality of all deliverables. CMA has an internal Quality Assurance Plan that provides review of all deliverables and significant calculations by another qualified professional that was not responsible for preparing the deliverable or calculation. The CMA Project Manager will certify that each deliverable has had the appropriate internal Quality Assurance review performed prior to submittal to RCES.

SCHEDULE

The design effort described herein will be completed as follow:

- Construction Power 90% design, September 13th
- Construction Power Bid Documents, October 1st
- Final Design 90% design, October 25th
- Final Design Bid Documents, November 15th

As in the past CMA will make every effort to exceed this schedule.

COMPENSATION

In accordance with **M000227** the CMA’s proposed lump sum to provide engineering services for the foregoing described project for the preceding tasks 100 through 800 inclusive is **\$84,715.56** and a Not-To-Exceed Fee of **\$690.25**. for Reimbursable Expenses for a Total Fee of **\$85,405.81**. A cost breakdown is provided in the attached Exhibit B Budget Detail.

The fee is separated into the following headings and work items are described on each corresponding line:

- Task 100 Preliminary Engineering - **N/A**
 - Subtask 110 Data Collection
 - Subtask 120 Preliminary Engineering Report
- Task 200 Construction Documents - **\$55,491.60**
 - Subtask 210 60% Level of Completion
 - Subtask 220 90% Level of Completion
 - Subtask 230 Bid-Ready (100%) Level of Completion
- Task 300 Survey – **N/A**
 - Subtask 320 Topographic Survey
 - Subtask 330 Collection and Depiction of Existing Subsurface Utility Data
- Task 400 Geotechnical Investigation and Groundwater Testing – **N/A**
- Task 500 Ecological Investigation – **N/A**
- Task 600 Stakeholder Outreach – **N/A**
- Task 700 Bidding Assistance – **\$2,575.44**
- Task 800 Construction Administration Services - **\$26,648.52**
 - Subtask 810 Conformed Documents and Preconstruction Conference
 - Subtask 820 Shop Drawings and Correspondence
 - Subtask 830 Request for Information (RFIs), Request for Proposals (RFPs), and Construction Change Directives (CCDs)
 - Subtask 850 Monthly Construction Progress Meetings
 - Subtask 870 Final Completion Inspection and Record Drawings

Clarifications

- All submittals will be electronic. This proposal does not include prints.
- The final project documents shall be signed and sealed by a professional engineer actively licensed by the State of Florida.
- There is no survey included in this scope of work. If survey is needed, survey can be performed for an additional cost.
- There are not soft digs (SUE) included in this scope of work. If soft digs are needed, they can be performed for an additional cost.
- The schedule is based on receiving a NTP on August 5th 2024. The submittal date could be impacted by a day-to-day delay of receipt from the NTP.
- If review meetings are not held within one week of the submittal date, the following submittal date could be impacted.
- If As-Built mark ups and survey are not received within two months of completion of construction, a change order may be required to complete the As-Built mark ups.

Very truly yours,



Freeman Bass, P.E.
Director of Energy

Attachment(s) : Fee Proposal



**CFTOD
Project S
Proposal for Professional Services**

7/19/2024
A/E File - 24-0670.P0001

	Labor									
	Principal Engineer PM - EOR	Principal Engineer QC - SUP	Senior Engineer	Senior Designer	Senior Technician	Total Hours	Total Design Costs	Total Construction Support Costs	Reimbursable Travel Costs	Total Cost
Hourly Billing Rate	\$214.62	\$214.62	\$187.50	\$134.88	\$87.30					
Project S	242	44	0	173	0	459	\$58,067.04	\$26,648.52	\$690.25	\$85,405.81
BASE BID Total Estimated Hours	242	44	0	173	0	459				
BASE BID Total Costs							\$58,067.04	\$26,648.52	\$690.25	\$85,405.81

Design for:
 Central Florida Tourism Oversight District
 Scope of Work:
 Project S

DETAILED FEE PROPOSAL

Chen Moore and Associates
 Consulting Engineers

Date: 07/19/24

A/E File No: 24-0670.P0001-11

PERSONNEL TIME & COST

TASKS	Prin Eng PM - EOR	Prin Eng QC - SUP	Senior Engineer	Project Engineer	Associate Engineer	Senior Designer	Designer	Admin Support	Total
Hourly Rate	\$214.62	\$214.62	\$187.50	\$122.55	\$108.75	\$134.88	\$101.25	\$75.75	
Project S					LABOR				
Electrical Design Services - 100 & 200									
Client Coordination	20	10							
Document Research and Review	12	6							
Bi-Weekly Design Meetings with RCES/WDI	10								
Meeting with RCES Operations/Engineering SCADA	8								
Preliminary Engineering Review (30%) Meeting (N/A)									
Construction Cost Estimates - 30%, 60%, 90% and Bid (N/A)									
60% Design & Constructability Review Meeting (N/A)									
90% Design Review Meeting	8								
Bid Design Review (Virtual)	2	2							
Construction Power Coordination/Package Issue	8	4							
DRAWINGS (Refer to List)	54	4				125			
Specifications/Sequence of Construction	8	8							
QA/QC	8	8							
Coordination with Survey - Survey Review - 300 (N/A)									
Geotech - 400 (N/A)									
Environmental - 500 (N/A)									
Stake Holder Outreach - 600 - (N/A)									
Bidding Assistance & Pre-Bid Meeting - 700	10	2							
Subtotal Design Labor	148	44				125			\$58,067.04
Total Design Labor									\$58,067.04
Engineering Support During Construction - 800									
Coordination with RCES	8								
Answer RFI's	8								
Review Contractor Submittals	16								
Pre-Construction Meeting	10								
Weekly Construction Meetings	24								
Partial Completion Inspection	8								
Incorporate As-built Mark Ups	12					48			
Final Completion Inspection	8								
Subtotal Construction Labor	94					48			\$26,648.52

**CENTRAL FLORIDA TOURISM OVERSIGHT DISTRICT
BOARD OF SUPERVISORS REPORT 8.2**

Board Meeting Date: 08/28/2024

Subject: Third Amendment to the Labor Services Agreement

Presented By: Raftelis Financial Consultants, Inc.

Department: Utility Services

STAFF RECOMMENDATION (Motion Ready): Agenda Item #8.2 Approve Third Amendment to the Labor Services Agreement and the Reedy Creek Energy Services' Fiscal Year 2025 Annual Adjustment to the Operational Services Fee of \$35,157,921 with an Operational Services Fee Cap of \$36,157,921

RELEVANT STRATEGIC GOALS: Operational Excellence

PROOF OF PUBLICATION: N/A

BACKGROUND:

The Central Florida Tourism Oversight District Board requested an independent evaluation of Reedy Creek Energy Services' June 2024 submission of the FY25 annual adjustment to the CFTOD/RCES labor services agreement for operational and design/support services.

Raftelis was engaged to perform this evaluation with the two objectives listed below.

- Assist the District in evaluating the annual Operational Services Fee and the Operational Services Fee Cap proposed by RCES, as described in the Labor Services (LS) Agreement.
- Assist the District in evaluating the annual Design/Support Services Fee proposed by RCES, as described in the LS Agreement.

Raftelis will provide the Board with a summary report of their findings during the CFTOD Board meeting on August 28th, 2024.

Highlights of the FY25 Annual Adjustment to the CFTOD/RCES Labor Services Agreement

Operational Services Scope, Fee, and Fee Cap

On June 28, 2024 Reedy Creek Energy Services (RCES) submitted to the District the fiscal year 2025 Annual Adjustment of Operational Services Fee and Operational Services Fee Cap. This submittal meets the requirements of section 7.1.3 of the Amended and Restated Labor Services Agreement ("Agreement") between Central Florida Tourism Oversight District ("District") and Reedy Creek Energy Services.

It is expressly agreed and understood that the Operational Services shall be performed, subject at all times to the supervision, direction and approval of the District's Board of Supervisors and the designated administrators and staff of the District.

RCES forecasts almost 404,000 billable labor hours supporting District utility Operational Services. The average billable hourly rate for these services is \$87.11. The resulting Operational Services Fee is

\$35,157,921. The Operational Services Fee Cap is \$36,157,921. This is a \$655,345, or 1.9% increase, from FY24's Operational Services Fee of \$34,502,576. The increase is driven by labor cost increases associated with annual salary adjustments offset by a raw rate and work hour true-up across RCES roles.

The FY25 RCES Operational Scope of Services of \$35,157,921 and Operational Services fee cap of \$36,157,921 includes all labor necessary during normal and emergency conditions to: operate, maintain, repair, renew, and administer the eight (8) District utilities including, without limitation, performing or causing to be performed all repairs and replacing all parts and equipment as required for the efficient and economical utility operation. Operational Services also includes support of expense funded projects and programs and procurement and commissioning of certain capital assets.

The Operational Services also include providing comprehensive planning, analytical support and oversight for the District's Facilities, including, without limitation, developing annual and long-term strategic plans, forecasts and budgets for approval by the Board of the District in the Approved Budget, and among other things, rate setting, revenue forecasting, capital planning, District bond issuance. The Operational Services fee also includes management of the District's electric and natural gas supply portfolios, developing and negotiating energy supply agreements relative to the District's electric and natural gas supply portfolios, hedging and other utility-based decisions, assisting in the interpretation of utility tariffs, providing risk management recommendations, providing all filing and reporting on behalf of the District. Reedy Creek Energy Services also supports the District with its annual financial audit, bond rating agency evaluations and administrative agency permitting and reporting requirements.

Forecasted Design/Support Services

In the fiscal year 2025 Annual Adjustment of Operational Services Report, Reedy Creek Energy Services also provided a fiscal year 2025 summary of utility-funded capital programs, projects, and allowances. RCES forecasts an additional \$2,498,195, in Design/Support Services. This is a \$.96M, or 28% decrease, from FY24's forecasted Design/Support Services Fee of \$3,454,580. The Design/Support Services represents approximately 24,000 billable hours to supply Design/Support Services for District utility-funded capital projects. The average billable hourly rate for these services is \$103.56. The forecasted Design/Support Services is incremental to the \$35,157,921 in Operational Services Fee and includes Reedy Creek Energy Services labor, planning, design, engineering, permitting, construction management and inspection support in connection with the renewal, replacement and expansion of utility facilities associated with the capital projects. Reedy Creek Energy Services Design/Support Services fees are included in all utility-funded project cost estimates. Utility-fund capital projects will be reviewed and approved by the Board as part of the fiscal year 2025 District Utilities' budget and utility rate recommendations.

FINDINGS AND CONCLUSIONS:

Reedy Creek Energy Services proposes to continue all utility services provided in FY24 through FY25.

Reedy Creek Energy Services forecasts a total of 428,000 billable labor hours supporting District utility Operational Services and Design/Support Services for utility-funded capital projects

- The Operational Services fee is increasing 1.7% from FY24 to FY25.
- Anticipated Design/Support Services fee decreases 27.7% from FY24 to FY25.

The average annual hourly billing rate for this comprehensive scope of utility services is \$88.04.

The resulting overall RCES billing to the District in FY25 is forecast to be \$37.6M. This is \$.3M, or 1% decrease, from FY24’s overall billing forecast of \$37.9M.

Operational Services Summary:

FY24 to FY25 Comparison of RCES Billable Labor Dollars, Hours and Rate				
Billable Category	FY24	FY25	Variance	Variance %
Operational Services Dollars	\$ 34,502,576	\$ 35,157,921	\$ 655,345	1.9%
Operational Services Hours	402,802	403,607	805	0.2%
Operational Services Average Hourly Billable Rate	\$ 85.66	\$ 87.11	\$ 1.45	1.7%

Design/Support Services Summary:

FY24 to FY25 Comparison of RCES Design/Support Services Billable Dollars				
Billable Category	FY24	FY25	Variance	Variance %
Projects Funded by Planned Work Capital	\$ 1,637,462	\$ 1,303,532	\$ (333,930)	-20.4%
Projects Funded by Utility Bonds	\$ 1,817,108	\$ 1,194,663	\$ (622,445)	-34.3%
Total	\$ 3,454,570	\$ 2,498,195	\$ (956,375)	-27.7%

Service Rate	FY24	FY25	Variance	Variance %
Average Annual Hourly Rate for Overall Design/Support Services	\$ 104.96	\$ 103.57	\$ (1.40)	-1.3%

Overall Utility Services Summary:

Reedy Creek Energy Services Organization	Hours	Average Rate	Dollars
Scope of Operational Services	403,607	\$ 87.11	\$ 35,157,921
Design/Support Services	24,122	\$ 103.57	\$ 2,498,195
Total FY25 Billing	427,729	\$ 88.04	\$ 37,656,116

	FY24	FY25	Variance	Variance
	Dollars (\$Ms)	Dollars (\$Ms)	Dollars (\$Ms)	\$
Operational Scope of Services and Design/Support Services	\$ 37.9	\$ 37.6	\$ (0.3)	-1%

The Utilities Division is requesting approval of the Third Amendment to the Labor Services Agreement which includes the RCES Fiscal Year 2025 Annual Adjustment to the Operational Services Fee of \$35,157,921 with an Operational Services Fee Cap of \$36,157,921.

FISCAL IMPACT:

Funding will be from CFTOD 2025 utility rates for Operational Services.
 Design/Support Services will be funded from utility capital funding sources including:
 CFTOD 2025 utility rates for Planned Work-Capital project
 Utility Revenue Bonds
 Unrestricted Reserve Funds

PROCUREMENT REVIEW:

This submittal has been reviewed and complies with the Amended and Restated Labor Services Agreement (“Agreement”) between Central Florida Tourism Oversight District (“District”) and Reedy Creek Energy Services.

LEGAL REVIEW:

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

ALTERNATIVE:

- Deny
- Amend
- Table

SUPPORT MATERIALS: N/A

**THIRD AMENDMENT TO AMENDED AND RESTATED
LABOR SERVICES AGREEMENT**

THIS THIRD AMENDMENT TO AMENDED AND RESTATED LABOR SERVICES AGREEMENT (the “Third Amendment”) is made by **CENTRAL FLORIDA TOURISM OVERSIGHT DISTRICT**, a public corporation and public body corporate and politic of the State of Florida f/k/a Reedy Creek Improvement District, whose address is 1900 Hotel Plaza Blvd., Lake Buena Vista, Florida 32830 (the “District”), and **REEDY CREEK ENERGY SERVICES** (“RCES”), whose mailing address is 1375 Buena Vista Drive, Lake Buena Vista, Florida 32830.

RECITALS:

WHEREAS, RCES and Reedy Creek Improvement District entered into an Amended and Restated Labor Services Agreement on February 8, 2023, a First Amendment on February 22, 2023, and a Second Amendment on April 24, 2024 (collectively, the “Labor Services Agreement”); and

WHEREAS, for Fiscal Year 2025, and pursuant to Section 7.1.3 of the Labor Services Agreement, RCES has provided to the District a proposed Operational Services Fee, and an Operational Services Fee Cap, which proposals the District hereby accepts; and

WHEREAS, the District and RCES further desire to change the date by which future proposals under Section 7.1.3 are due and revise the Notice Addresses, Section 11.2; and

WHEREAS, the Parties desire to memorialize their agreement.

NOW, THEREFORE, in consideration of the mutual covenants herein described, the sufficiency of which is acknowledged, the Parties hereby amend the Labor Services Agreement as follows:

1. Section 7.1.1 is amended to add the following sentences: The Operational Services Fee for the 2025 Fiscal Year (the period beginning October 1, 2024 and ending September 30, 2025) is estimated to be, but shall be no greater than, Thirty-Five Million, One Hundred Fifty-Seven Thousand, Nine Hundred and Twenty-One Dollars (\$35,157,921). The Operational Services Fee Cap for the 2025 Fiscal Year is Thirty-Six Million, One Hundred Fifty-Seven Thousand, Nine Hundred and Twenty-One Dollars (\$36,157,921).
2. The first sentence of Section 7.1.3 is deleted and replaced with the following sentence: “On or before July 1, 2023, and on or before June 1 of each Fiscal Year thereafter, RCES shall provide RCID, in writing, with (i) a proposed scope of work, describing any expansion, changes or alterations in the Facilities during the subsequent Fiscal Year, (ii) RCES’ proposed scope of Operational Services and (iii) RCES’ proposed Operational Services Fee and Operational Services Fee Cap for such Fiscal Year.”

3. Section 11.2 Notice Addresses, is hereby amended to change the District's addresses for notices to:

District: Central Florida Tourism Oversight District
Attention: District Administrator
1900 Hotel Plaza Blvd.
Lake Buena Vista, Florida 32830-0170

With a copy to: District General Counsel
1900 Hotel Plaza Blvd.
Lake Buena Vista, Florida 32830

4. Except as amended herein, the Labor Services Agreement remains effective.

IN WITNESS WHEREOF, this Third Amendment has been executed on the date approved by the Board as noted below.

**CENTRAL FLORIDA TOURISM
OVERSIGHT DISTRICT**, a public
corporation and public body corporate
and politic of the State of Florida.

By: _____
Charbel Barakat, Vice Chairman of
the Board of Supervisors

Board Approval Date: _____

REEDY CREEK ENERGY SERVICES

By: _____

Print Name: _____

Title: _____

Date: _____

**CENTRAL FLORIDA TOURISM OVERSIGHT DISTRICT
BOARD OF SUPERVISORS REPORT 8.3**

Board Meeting Date: 08/28/2024

Subject: C006110 World Drive North Phase III – Construction Contingency Increase

Presented By: Craig Sandt, Principal Construction Manager

Department: Public Works

STAFF RECOMMENDATION (Motion Ready): Approve Agenda Item #8.3 increasing project contingency from 5% to 10% for Contract # C006110 World Drive North Phase III construction project with Southland Construction, Inc. in an additional amount of \$3,712,698.25

RELEVANT STRATEGIC GOALS: Quality of Place

PROOF OF PUBLICATION: N/A

BACKGROUND: The scope of work for the World Drive North Phase III project includes replacing the existing two-way Floridian Way roadway with the extension of the four-lane divided World Drive from approximately 3,800 LF south of Seven Seas Drive to approximately 700 LF north of Maple Road.

New construction includes notable travel-way items such as three (3) roundabouts and a single span, Florida I-36 beam Superstructure Bridge. Associated work items include, but are not limited to: regular excavation, subsoil excavation, embankment, lime rock, and asphalt base, concrete curb elements, an extension the of existing culvert(s), new box culvert(s), underground storm drainage, potable water main, reclaimed water main, sanitary sewer (gravity), sanitary force main, chilled water, communications infrastructure, electrical infrastructure, and replacement of existing gas main infrastructure.

FINDINGS AND CONCLUSIONS: On February 22, 2023, the Board of Supervisors authorized Contract # C006110 with a 5% contingency. The World Drive North Phase III construction project presents multiple complexities related to conflicts with other ongoing projects adjacent to the project site and unknowns associated with significant work on underground infrastructure that have necessitated the need to increase the existing 5% contingency to a total of 10% of the construction contract amount. Typically, construction projects of this magnitude and complexity require 10% contingency.

Contractor	Construction Contract C006110	Contingency Percentage	Contingency Amount
Southland Construction, Inc.	\$74,253,965.00	5%	\$3,712,698.25
		10%	\$7,425,396.50

FISCAL IMPACT: Increasing the contingency will be no change to the overall project budget previously approved at the February 22, 2023 Board meeting for the World Drive North Phase III project. Funding for this request is derived from the RCID 2016-2024 Transportation Projects Ad Valorem Bonds.

PROCUREMENT REVIEW: This contract 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 C006110

CENTRAL FLORIDA TOURISM OVERSIGHT DISTRICT

BOARD OF SUPERVISORS REPORT 8.4

Board Meeting Date: 08/28/2024

Subject: Budget Workshop presentation of General Fund and Debt Service Fund for Fiscal Year 2025

Presented By: Susan Higginbotham

Department: Finance

STAFF RECOMMENDATION (Motion Ready): Budget Workshop presentation of General Fund and Debt Service Fund for Fiscal Year 2025

RELEVANT STRATEGIC GOALS: N/A

PROOF OF PUBLICATION: N/A

BACKGROUND: The District prepares an Annual Budget for the General Fund and Debt Service Funds which are primarily funded by Ad Valorem taxes. The Budget Workshop is held each August in preparation for the Tentative and Final Budget hearings in September. The new fiscal year begins on October 1, 2024. Establishing an Annual Budget allows the District to plan for use of public funds which are used to provide public services and facilities to meet the tax payers needs.

FINDINGS AND CONCLUSIONS: Discussions will include the millage rate along with the budgeted revenues, expenditures, and ending Fund Balances.

FISCAL IMPACT: The Budget Workshop will present a budget that includes a millage rate of 13.083 mills, with budgeted total Revenues of \$212,553,870 and total Expenditures of \$218,160,637.

PROCUREMENT REVIEW:N/A

LEGAL REVIEW: N/A

ALTERNATIVE: N/A

SUPPORT MATERIALS:

FY2025 CFTOD Budget Workshop.pdf



CENTRAL FLORIDA TOURISM
OVERSIGHT
DISTRICT
ANNUAL BUDGET
GENERAL AND DEBT SERVICE FUNDS
FISCAL YEAR 2025

	FY 2024 BUDGET	FY 2024 PROJECTED ACTUAL	FY 2025 BUDGET
REVENUES			
Ad valorem taxes	188,442,714	189,305,037	205,228,870
Interest Income	660,000	2,485,731	1,250,000
Permits & fees	5,000,000	5,465,248	5,750,000
Lab fees	125,000	136,811	125,000
Other	300,000	81,122	200,000
Total revenues	194,527,714	197,473,949	212,553,870
OPERATING EXPENDITURES			
Labor	64,147,118	65,857,278	75,571,520
Other Expense	68,867,488	56,677,135	69,365,992
Capital Outlay	6,698,802	6,147,073	5,761,170
Total operating expenditures	139,713,408	128,681,486	150,698,682
NET OPERATING EXCESS (DEFICIENCY)	54,814,306	68,792,463	61,855,188
NON-OPERATING SOURCES AND USES			
Transfer in from Drainage Reserve	(3,200,000)	(922,614)	(2,950,000)
Debt Service	58,524,774	58,511,399	66,533,196
Tax Collector Fees	-	1,041,178	1,128,759
Insurance	2,750,000	2,599,949	2,750,000
Net non-operating sources and uses	58,074,774	61,229,912	67,461,955
Total expenditures	197,788,182	189,911,398	218,160,637
NET EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(3,260,468)	7,562,551	(5,606,767)
BEGINNING FUND BALANCE	37,994,526	38,385,471	45,948,022
ENDING FUND BALANCE	34,734,058	45,948,022	40,341,254
MILLAGE RATE			
General Operating	8.9900	8.9900	8.9130
Debt Service	3.9600	3.9600	4.1700
Total millage rate	12.9500	12.9500	13.0830
TOTAL CFTOD ASSESSED VALUE	15,317,432,592	15,252,969,991	16,340,294,525
		1 MILL =	15,686,683

**CENTRAL FLORIDA TOURISM OVERSIGHT DISTRICT
ANNUAL BUDGET
FISCAL YEAR 2025**

	GENERAL FUND			DEBT SERVICE FUND			TOTAL		
	FY 2024 BUDGET	FY 2024 PROJECTED ACTUAL	FY 2025 BUDGET	FY 2024 BUDGET	FY 2024 PROJECTED ACTUAL	FY 2025 BUDGET	FY 2024 BUDGET	FY 2024 PROJECTED ACTUAL	FY 2025 BUDGET
REVENUES									
Ad valorem taxes	130,818,533	131,312,944	139,815,403	57,624,181	57,992,093	65,413,467	188,442,714	189,305,037	205,228,870
Interest Income	360,000	1,644,730	725,000	300,000	841,001	525,000	660,000	2,485,731	1,250,000
Permits & fees	5,000,000	5,465,248	5,750,000	-	-	-	5,000,000	5,465,248	5,750,000
Lab fees	125,000	136,811	125,000	-	-	-	125,000	136,811	125,000
Other	300,000	81,122	200,000	-	-	-	300,000	81,122	200,000
Total revenues	136,603,533	138,640,855	146,615,403	57,924,181	58,833,094	65,938,467	194,527,714	197,473,949	212,553,870
OPERATING EXPENDITURES									
Labor	64,147,118	65,857,278	75,571,520	-	-	-	64,147,118	65,857,278	75,571,520
Other Expense	68,867,488	56,677,135	69,365,992	-	-	-	68,867,488	56,677,135	69,365,992
Capital Outlay	6,698,802	6,147,073	5,761,170	-	-	-	6,698,802	6,147,073	5,761,170
Total operating expenditures	139,713,408	128,681,486	150,698,682	-	-	-	139,713,408	128,681,486	150,698,682
NET OPERATING EXCESS (DEFICIENCY)	(3,109,875)	9,959,369	(4,083,279)	57,924,181	58,833,094	65,938,467	54,814,306	68,792,463	61,855,188
NON-OPERATING SOURCES AND USES AND USES									
Debt Service	-	-	-	58,524,774	58,511,399	66,533,196	58,524,774	58,511,399	66,533,196
Drainage reserves	(3,200,000)	(922,614)	(2,950,000)	-	-	-	(3,200,000)	(922,614)	(2,950,000)
Tax Collector Fees	-	722,221	768,985	-	318,957	359,774	-	1,041,178	1,128,759
Insurance	2,750,000	2,599,949	2,750,000	-	-	-	2,750,000	2,599,949	2,750,000
Net non-operating sources and uses	(450,000)	2,399,556	568,985	58,524,774	58,830,356	66,892,971	58,074,774	61,229,912	67,461,955
Total expenditures	139,263,408	131,081,042	151,267,667	58,524,774	58,830,356	66,892,971	197,788,182	189,911,398	218,160,637
NET EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(2,659,875)	7,559,813	(4,652,264)	(600,593)	2,738	(954,504)	(3,260,468)	7,562,551	(5,606,767)
BEGINNING FUND BALANCE	36,032,465	35,455,453	43,015,266	1,962,061	2,930,018	2,932,756	37,994,526	38,385,471	45,948,022
ENDING FUND BALANCE	33,372,590	43,015,266	38,363,002	1,361,468	2,932,756	1,978,252	34,734,058	45,948,022	40,341,254
MILLAGE RATE									
General Operating	8.9900	8.9900	8.9130	-	-	-	8.9900	8.9900	8.9130
Debt Service	-	-	-	3.9600	3.9600	4.1700	3.9600	3.9600	4.1700
Total millage rate	8.9900	8.9900	8.9130	3.9600	3.9600	4.1700	12.9500	12.9500	13.0830
TOTAL CFTOD ASSESSED VALUE									
								1 MILL =	15,686,683
PERSONNEL									
Management	52	54	53	-	-	-	52	54	53
Clerical	16	16	16	-	-	-	16	16	16
Departmental operating	332	331	348	-	-	-	332	331	348
Other Funding Sources	10	10	10	-	-	-	10	10	10
Total personnel	410	411	427	-	-	-	410	411	427

**ANNUAL BUDGET
GENERAL FUND
FISCAL YEAR 2025**

	FY 2024 BUDGET	FY 2024 PROJECTED ACTUAL	FY 2025 BUDGET
REVENUES			
Ad valorem taxes	130,818,533	131,312,944	139,815,403
Interest Income	360,000	1,644,730	725,000
Permits & fees	5,000,000	5,465,248	5,750,000
Lab fees	125,000	136,811	125,000
Other	300,000	81,122	200,000
Total revenues	136,603,533	138,640,855	146,615,403
OPERATING EXPENDITURES			
Labor	64,147,118	65,857,278	75,571,520
Other Expense	68,867,488	56,677,135	69,365,992
Capital Outlay	6,698,802	6,147,073	5,761,170
Total operating expenditures	139,713,408	128,681,486	150,698,682
NET OPERATING EXCESS (DEFICIENCY)	(3,109,875)	9,959,369	(4,083,279)
NON-OPERATING SOURCES AND USES			
Drainage reserves	(3,200,000)	(922,614)	(2,950,000)
Tax collector fees		722,221	768,985
Insurance	2,750,000	2,599,949	2,750,000
Net non-operating sources and uses	(450,000)	2,399,556	568,985
Total expenditures	139,263,408	131,081,042	151,267,667
NET EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(2,659,875)	7,559,813	(4,652,264)
BEGINNING FUND BALANCE	36,032,465	35,455,453	43,015,266
ENDING FUND BALANCE	33,372,590	43,015,266	38,363,002
ENDING FUND BALANCE DETAIL			
Committed for Prop Appr Settlements	6,000,000	6,000,000	6,500,000
Assigned for Emerg Repairs & Maint	2,000,000	2,000,000	2,000,000
Assigned for Certain Equipment Purchases	-	-	2,984,540
Fund Balance Minimum	22,586,785	22,586,785	25,116,447
Available Fund Balance	2,785,805	12,428,481	1,762,015
ENDING FUND BALANCE	33,372,590	43,015,266	38,363,002
MILLAGE RATE			
General Operating	8.9900	8.9900	8.9130
TOTAL CFTOD ASSESSED VALUE	15,317,432,592	15,252,969,991	16,340,294,525
		1 MILL =	15,686,683
PERSONNEL			
Management	52	54	53
Clerical	16	16	16
Departmental operating	332	331	348
Other Funding Sources	10	10	10
Total personnel	410	411	427

**ANNUAL BUDGET
DEBT SERVICE FUND
FISCAL YEAR 2025**

	FY 2024 BUDGET	FY 2024 PROJECTED ACTUAL	FY 2025 BUDGET
REVENUES			
Ad valorem taxes	57,624,181	57,992,093	65,413,467
Interest Income	300,000	841,001	525,000
	57,924,181	58,833,094	65,938,467
NON-OPERATING TRANSFERS AND EXPENDITURES			
Debt Service			
2015-A	2,130,500	2,130,500	7,586,250
2016-A	10,211,000	10,211,000	9,826,500
2017-A	15,411,450	15,411,450	15,411,200
2020-A	30,756,724	30,756,724	25,692,346
2024-A			8,000,000
Other Debt Service Costs	15,100	1,725	16,900
Total non-operating transfers and expenditures	58,524,774	58,511,399	66,533,196
NON-OPERATING SOURCES AND USES			
Issue Costs	-	-	-
Bond Proceeds	-	-	-
Tax Collector Fees		318,957	359,774
Payments to Escrow Agents	-	-	-
	58,524,774	58,830,356	66,892,971
NET EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(600,593)	2,738	(954,504)
BEGINNING FUND BALANCE	1,962,061	2,930,018	2,932,756
ENDING FUND BALANCE	1,361,468	2,932,756	1,978,252
ENDING FUND BALANCE DETAIL			
Committed for Prop Appr Settlements	-	-	-
Fund Balance Minimum	1,000,000	1,000,000	1,000,000
Available Fund Balance	361,468	1,932,756	978,252
ENDING FUND BALANCE	1,361,468	2,932,756	1,978,252
MILLAGE RATE			
Debt Service	3.9600	3.9600	4.1700
TOTAL CFTOD ASSESSED VALUE	15,317,432,592	15,252,969,991	16,340,294,525
		1 MILL =	15,686,683

**CENTRAL FLORIDA TOURISM OVERSIGHT DISTRICT
FY 2025 BUDGET SUMMARY**

ANNUAL BUDGET	FY 2024 BUDGET	FY 2024 PROJECTED ACTUAL	FY 2025 BUDGET
LABOR			
Management	11,434,400	11,435,525	13,703,572
Clerical	1,249,882	1,210,629	1,436,385
Departmental operating	50,462,836	52,211,124	59,431,563
OPEB Contribution	1,000,000	1,000,000	1,000,000
Total labor	64,147,118	65,857,278	75,571,520
OTHER EXPENDITURES			
Advertising	20,000	16,186	23,240
Dues & subscriptions	62,358	43,555	79,025
Employee relations	989,900	855,366	1,194,150
Equipment rentals	430,050	432,014	510,649
Gas, oil & accessories	353,000	343,415	358,120
Licenses & permits	29,990	13,223	30,440
Office mat'l & supplies	78,100	28,995	54,650
Operating supplies	6,265,525	3,481,947	4,849,539
Outside services & fees	15,551,246	17,498,844	20,325,083
Postage	9,350	6,423	8,700
Professional services	11,160,950	7,882,621	7,384,600
Community Outreach	500,000	91,047	145,000
Repairs & maintenance	30,323,544	23,313,343	30,929,626
Telephone	767,800	728,168	797,700
Continuing Professional Education	235,675	150,412	315,470
Utilities	1,590,000	1,312,587	1,606,500
Wardrobe	500,000	478,989	753,500
Total other expenditures	68,867,488	56,677,135	69,365,992
CAPITAL OUTLAY	6,698,802	6,147,073	5,761,170
TOTAL OPERATING EXPENDITURES	139,713,408	128,681,486	150,698,682
PERSONNEL			
Management	52	54	53
Clerical	16	16	16
Departmental operating	332	331	348
Other Funding Sources	10	10	10
Total personnel	410	411	427

**CENTRAL FLORIDA TOURISM OVERSIGHT DISTRICT
FY 2024 BUDGETED EXPENDITURES**

	<u>ADMIN</u>	<u>FINANCE</u>	<u>HUMAN RESOURCES</u>	<u>BLDG & SAFETY</u>	<u>FIRE DEPT</u>	<u>ENVIRON SERVICES</u>	<u>INFORMATION TECHNOLOGY</u>	<u>CONTRACTS & PROCUREMENT</u>	<u>FACILITIES OPER & MAINT</u>	<u>DRAINAGE</u>	<u>PUBLIC WORKS</u>	<u>SECURITY & EMERG MGMT</u>	<u>PUBLIC AFFAIRS</u>	<u>TOTAL</u>
ANNUAL BUDGET														
Management	1,270,067	329,175	309,764	453,365	5,751,602	666,203	338,706	137,746	810,209	-	615,038	307,355	445,169	11,434,400
Clerical	-	153,866	66,657	564,360	84,456	84,456	-	58,391	65,487	-	88,888	-	83,321	1,249,882
Departmental operating	112,775	483,931	747,170	4,409,904	33,629,410	3,655,481	1,852,587	494,155	2,264,249	-	2,479,015	99,881	234,278	50,462,836
OPEB Contribution	12,000	30,000	20,000	106,000	600,000	-	33,000	17,000	54,000	-	123,000	-	5,000	1,000,000
Total labor	1,394,842	996,972	1,143,591	5,533,629	40,065,468	4,406,140	2,224,293	707,292	3,193,945	-	3,305,941	407,236	767,768	64,147,118
OTHER EXPENSE														
Advertising	10,000	-	10,000	-	-	-	-	-	-	-	-	-	-	20,000
Dues & subscriptions	-	4,000	10,025	15,000	10,300	1,200	6,525	3,500	5,000	-	5,150	-	1,658	62,358
Employee relations	402,500	2,000	215,000	4,700	296,500	3,500	36,950	3,000	10,500	-	2,000	250	13,000	989,900
Equipment rentals	7,500	-	-	-	20,000	3,700	84,500	-	313,500	-	850	-	-	430,050
Gas, oil & accessories	-	-	-	-	-	-	-	-	353,000	-	-	-	-	353,000
Licenses & permits	-	-	-	5,000	250	19,000	-	-	-	-	5,740	-	-	29,990
Office mat'l & supplies	5,000	1,300	2,500	6,000	10,000	9,000	2,500	2,000	3,500	-	2,000	34,000	300	78,100
Operating supplies	6,000	6,000	52,900	79,000	1,248,000	1,114,000	342,000	5,250	893,000	115,000	20,000	2,383,075	1,300	6,265,525
Outside services & fees	92,200	140,000	140,000	70,000	190,500	117,500	2,000	-	14,344,046	310,000	100,000	-	45,000	15,551,246
Postage	4,000	500	1,000	500	1,500	1,100	150	600	-	-	-	-	-	9,350
Professional services	5,945,000	165,000	-	75,000	-	-	2,165,000	-	-	-	2,810,950	-	-	11,160,950
Community Outreach	250,000	-	-	-	-	-	-	250,000	-	-	-	-	-	500,000
Repairs & maintenance	-	-	-	-	1,097,103	102,000	2,537,000	-	4,791,000	5,084,508	16,711,933	-	-	30,323,544
Telephone	-	-	-	-	-	-	767,800	-	-	-	-	-	-	767,800
Continuing Professional Education	2,000	6,000	15,000	40,350	80,300	22,425	34,000	7,000	8,000	-	11,000	3,600	6,000	235,675
Utilities	115,000	-	-	-	195,000	90,000	-	-	1,190,000	-	-	-	-	1,590,000
Wardrobe	-	-	-	-	450,000	-	-	-	50,000	-	-	-	-	500,000
Total other expenditures	6,839,200	324,800	446,425	295,550	3,599,453	1,483,425	5,978,427	271,350	21,961,546	5,509,508	19,669,623	2,420,925	67,258	68,867,488
CAPITAL OUTLAY	-	-	-	-	799,400	52,000	1,553,800	-	4,293,602	-	-	-	-	6,698,802
TOTAL DEPARTMENT	8,234,042	1,321,772	1,590,016	5,829,179	44,464,321	5,941,565	9,756,518	978,642	29,449,093	5,509,508	22,975,564	2,828,161	835,026	139,713,408
PERSONNEL														
Management	1	1	2	2	31	3	1	1	4	-	2	1	3	52
Clerical	-	2	1	7	1	1	-	1	1	-	1	-	1	16
Departmental operating	1	4	6	33	203	31	12	4	20	-	15	1	2	332
Other Funding Sources	-	4	-	-	-	-	-	-	4	-	-	-	-	10
Total personnel	2	11	9	42	235	35	13	8	29	-	18	2	6	410

**CENTRAL FLORIDA TOURISM OVERSIGHT DISTRICT
FY 2024 PROJECTED ACTUAL**

	<u>ADMIN</u>	<u>LEGAL</u>	<u>FINANCE</u>	<u>HUMAN RESOURCES</u>	<u>BLDG & SAFETY</u>	<u>FIRE DEPT</u>	<u>ENVIRON SERVICES</u>	<u>INFORMATION TECHNOLOGY</u>	<u>CONTRACTS & PROCUREMENT</u>	<u>FACILITIES OPER & MAINT</u>	<u>DRAINAGE</u>	<u>PUBLIC WORKS</u>	<u>SECURITY & EMERG MGMT</u>	<u>PUBLIC AFFAIRS</u>	<u>TOTAL</u>
ANNUAL BUDGET															
Management	1,366,014	87,692	314,058	319,674	342,421	6,423,438	432,076	333,569	71,994	707,923	-	431,966	318,321	286,379	11,435,525
Clerical	-	-	211,943	73,650	442,809	86,302	87,410	-	26,499	48,135	-	92,702	-	141,179	1,210,629
Departmental operating	119,045	-	543,267	706,327	3,960,678	36,556,225	3,294,853	1,650,463	532,975	2,039,758	-	2,429,526	111,758	266,249	52,211,124
OPEB Contribution	12,000	-	30,000	20,000	106,000	600,000	-	33,000	17,000	54,000	-	123,000	-	5,000	1,000,000
Total labor	1,497,059	87,692	1,099,268	1,119,651	4,851,908	43,665,965	3,814,339	2,017,032	648,468	2,849,816	-	3,077,194	430,079	698,807	65,857,278
OTHER EXPENSE															
Advertising	7,627	-	-	8,559	-	-	-	-	-	-	-	-	-	-	16,186
Dues & subscriptions	403	-	2,850	7,503	11,380	7,083	723	1,149	2,008	3,374	-	3,738	-	3,344	43,555
Employee relations	339,787	-	1,960	181,585	415	274,796	3,459	34,526	880	5,988	-	1,750	130	10,090	855,366
Equipment rentals	6,100	-	-	-	-	21,678	3,562	73,701	-	326,228	-	745	-	-	432,014
Gas, oil & accessories	-	-	-	-	-	-	-	-	-	343,415	-	-	-	-	343,415
Licenses & permits	-	-	-	-	4,423	225	2,835	-	-	-	-	5,740	-	-	13,223
Office mat'l & supplies	2,345	-	1,253	1,283	1,905	9,780	6,261	446	887	2,732	-	1,138	-	965	28,995
Operating supplies	6,487	-	7,422	59,878	25,134	1,212,571	977,347	314,512	4,871	747,632	99,458	10,941	14,609	1,085	3,481,947
Outside services & fees	60,738	-	140,100	257,661	96,847	134,287	85,882	-	-	14,009,679	354,510	91,175	2,223,410	44,555	17,498,844
Postage	3,764	-	152	391	208	574	1,179	155	-	-	-	-	-	-	6,423
Professional services	5,213,318	-	204,300	-	1,150	-	-	1,249,906	-	-	-	1,213,947	-	-	7,882,621
Community Outreach	34,342	-	-	-	-	-	-	-	48,683	-	-	-	-	8,022	91,047
Repairs & maintenance	-	-	-	-	-	1,003,271	103,554	2,402,783	-	4,301,055	2,018,895	13,483,785	-	-	23,313,343
Telephone	-	-	-	-	-	-	-	728,168	-	-	-	-	-	-	728,168
Continuing Professional Education	570	-	3,298	11,439	30,512	38,129	16,001	32,789	1,745	5,189	-	8,854	-	1,886	150,412
Utilities	101,021	-	-	-	-	183,155	75,875	-	-	952,192	-	-	344	-	1,312,587
Wardrobe	-	-	-	-	-	446,208	-	-	-	32,781	-	-	-	-	478,989
Total other expenditures	5,776,502	-	361,335	528,299	171,974	3,331,757	1,276,678	4,838,135	59,074	20,730,265	2,472,863	14,821,813	2,238,493	69,947	56,677,135
CAPITAL OUTLAY	-	-	-	-	-	721,264	35,223	1,220,753	-	4,169,833	-	-	-	-	6,147,073
TOTAL DEPARTMENT	7,273,561	87,692	1,460,603	1,647,950	5,023,882	47,718,986	5,126,240	8,075,920	707,542	27,749,914	2,472,863	17,899,007	2,668,572	768,754	128,681,486
PERSONNEL															
Management	3	1	1	1	2	31	3	1	1	4	-	2	1	3	54
Clerical	-	-	3	1	7	1	1	-	-	1	-	1	-	1	16
Departmental operating	1	-	4	6	33	203	30	12	4	20	-	15	1	2	331
Other Funding Sources	-	-	4	-	-	-	-	-	2	4	-	-	-	-	10
Total personnel	4	1	12	8	42	235	34	13	7	29	-	18	2	6	411

**CENTRAL FLORIDA TOURISM OVERSIGHT DISTRICT
FY 2025 BUDGETED EXPENDITURES**

	<u>ADMIN</u>	<u>LEGAL</u>	<u>FINANCE</u>	<u>HUMAN RESOURCES</u>	<u>BLDG & SAFETY</u>	<u>FIRE DEPT</u>	<u>ENVIRON SERVICES</u>	<u>INFORMATION TECHNOLOGY</u>	<u>CONTRACTS & PROCUREMENT</u>	<u>FACILITIES OPER & MAINT</u>	<u>DRAINAGE</u>	<u>PUBLIC WORKS</u>	<u>SECURITY & EMERG MGMT</u>	<u>PUBLIC AFFAIRS</u>	<u>TOTAL</u>
ANNUAL BUDGET															
Management	1,371,644	492,120	382,541	263,604	492,106	7,314,737	679,198	397,561	47,003	560,885	-	1,127,705	327,492	246,976	13,703,572
Clerical	-		215,225	86,666	676,589	86,396	86,396	-	-	79,545	-	95,441	-	110,127	1,436,385
Departmental operating	144,859		776,555	881,566	5,467,696	39,159,950	3,789,649	2,137,296	534,528	2,225,699	-	3,908,503	133,680	271,582	59,431,563
OPEB Contribution	9,000	2,000	28,000	19,000	105,000	574,000	-	33,000	16,000	56,000	-	146,000	5,000	7,000	1,000,000
Total labor	1,525,503	494,120	1,402,321	1,250,836	6,741,391	47,135,083	4,555,243	2,567,857	597,531	2,922,129	-	5,277,649	466,172	635,685	75,571,520
OTHER EXPENSE															
Advertising	10,000		-	10,000	-	-	-	-	-	-	-	-	-	3,240	23,240
Dues & subscriptions	6,500	6,000	3,000	10,475	17,000	10,300	1,500	6,525	3,500	2,500	-	11,100	-	625	79,025
Employee relations	402,500		1,500	291,300	5,625	421,600	4,375	36,750	3,000	15,625	-	11,625	250	-	1,194,150
Equipment rentals	7,500		-	-	-	26,700	3,800	100,000	-	372,249	-	400	-	-	510,649
Gas, oil & accessories	-		-	-	-	-	-	-	-	358,120	-	-	-	-	358,120
Licenses & permits	-		-	-	5,000	250	19,000	-	-	-	-	5,740	-	450	30,440
Office mat'l & supplies	5,000		1,300	2,500	7,000	10,000	9,000	2,500	2,000	4,750	-	8,000	-	2,600	54,650
Operating supplies	6,500		4,000	40,000	88,500	1,290,600	1,904,500	388,000	6,000	889,639	115,000	18,500	51,000	47,300	4,849,539
Outside services & fees	95,440		144,000	177,500	120,000	156,500	167,000	102,000	-	14,986,348	310,000	1,683,220	2,383,075	-	20,325,083
Postage	4,000		500	350	500	1,500	1,100	150	600	-	-	-	-	-	8,700
Professional services	445,000	2,575,000	146,000	-	50,000	-	-	1,057,000	-	-	-	3,111,600	-	-	7,384,600
Community Outreach	25,000		-	-	-	-	-	-	111,000	-	-	-	-	9,000	145,000
Repairs & maintenance	-		-	-	-	1,136,108	105,000	3,754,900	-	5,738,618	4,500,000	15,695,000	-	-	30,929,626
Telephone	-		-	-	-	-	-	797,700	-	-	-	-	-	-	797,700
Continuing Professional Education	2,000	3,500	6,700	25,800	65,000	105,120	27,375	39,000	1,000	8,000	-	20,300	6,500	5,175	315,470
Utilities	115,000		-	-	-	175,000	90,000	-	-	1,226,500	-	-	-	-	1,606,500
Wardrobe	-		-	-	-	700,000	-	-	-	53,500	-	-	-	-	753,500
Total other expenditures	1,124,440	2,584,500	307,000	557,925	358,625	4,033,678	2,332,650	6,284,525	127,100	23,655,849	4,925,000	20,565,485	2,440,825	68,390	69,365,992
CAPITAL OUTLAY	-	-	-	-	-	4,104,970	25,500	920,700	-	710,000	-	-	-	-	5,761,170
TOTAL DEPARTMENT	2,649,943	3,078,620	1,709,321	1,808,761	7,100,016	55,273,731	6,913,393	9,773,082	724,631	27,287,978	4,925,000	25,843,134	2,906,997	704,075	150,698,682
PERSONNEL															
Management	3	1	1	1	2	31	3	1	1	3	-	4	1	1	53
Clerical			3	1	7	1	1	-		1	-	1	-	1	16
Departmental operating	1		4	6	36	213	30	13	4	16	-	23	1	1	348
Other Funding Sources	-		4	-	-	-	-	-	2	4	-	-	-	-	10
Total personnel	4	1	12	8	45	245	34	14	7	24	-	28	2	3	427

ADMINISTRATION

	(A)	(B)	(C)	(D)		
	FY2023 ACTUAL	FY 2024 BUDGET	FY 2024 PROJECTED ACTUAL	FY 2025 BUDGET	\$ VAR (C-A)	% VAR (D/A)
LABOR						
Management	1,231,226	1,270,067	1,366,014	1,371,644	101,577	8%
Clerical	77,870	-	-	-	-	
Departmental operating	169,575	112,775	119,045	144,859	32,084	28%
OPEB contribution	10,101	12,000	12,000	9,000	(3,000)	-25%
Total labor	1,488,772	1,394,842	1,497,059	1,525,503	130,661	9%
OTHER EXPENDITURES						
Advertising	19,473	10,000	7,627	10,000	-	
Dues & Subscriptions	6,272	-	403	6,500	6,500	
Employee relations	2,652,685	402,500	339,787	402,500	-	
Equipment rentals	7,480	7,500	6,100	7,500	-	
Gas, oil & accessories	-	-	-	-	-	
Licenses & permits	-	-	-	-	-	
Office mat'l & supplies	1,133	5,000	2,345	5,000	-	
Operating supplies	13,681	6,000	6,487	6,500	500	
Outside services & fees	184,563	92,200	60,738	95,440	3,240	
Postage	3,349	4,000	3,764	4,000	-	
Professional services	5,567,811	5,945,000	5,213,318	445,000	(5,500,000)	-93%
Community Outreach	55,445	250,000	34,342	25,000	(225,000)	
Repair & maintenance	-	-	-	-	-	
Telephone	-	-	-	-	-	
Continuing Professional Education	8,412	2,000	570	2,000	-	
Utilities	82,587	115,000	101,021	115,000	-	
Wardrobe	-	-	-	-	-	
Total other expenditures	8,602,891	6,839,200	5,776,502	1,124,440	(5,714,760)	-84%
CAPITAL OUTLAY						
	-	-	-	-	-	
TOTAL DEPARTMENT	<u>10,091,663</u>	<u>8,234,042</u>	<u>7,273,561</u>	<u>2,649,943</u>	(5,584,099)	-68%
PERSONNEL						
Management	3	1	3	3		
Clerical	1	0	0	0		
Departmental operating	-	1	1	1		
Total personnel	4	2	4	4		

PROCUREMENT

		(A)	(B)	(C)	(D)	
	FY2023	FY 2024	FY 2024	FY 2025	\$ VAR	% VAR
	ACTUAL	BUDGET	PROJECTED	BUDGET	(C-A)	(D/A)
			ACTUAL			
LABOR						
Management	286,004	137,746	71,994	47,003	(24,991)	-35%
Clerical	33,018	58,391	26,499	-	(58,391)	-100%
Departmental operating	743,146	494,155	532,975	534,528	40,373	8%
OPEB Contribution	17,677	17,000	17,000	16,000	(1,000)	-6%
Total labor	1,079,845	707,292	648,468	597,531	(50,937)	-8%
OTHER EXPENDITURES						
Advertising	-	-	-	-	-	-
Dues & Subscriptions	-	3,500	2,008	3,500	-	-
Employee relations	181	3,000	880	3,000	-	-
Equipment rentals	-	-	-	-	-	-
Gas, oil & accessories	-	-	-	-	-	-
Licenses & permits	-	-	-	-	-	-
Office mat'l & supplies	216	2,000	887	2,000	-	-
Operating supplies	527	5,250	4,871	6,000	750	14%
Outside services & fees	-	-	-	-	-	-
Postage	386	600	-	600	-	-
Professional services	-	-	-	-	-	-
Community Outreach	-	250,000	48,683	111,000	(139,000)	-56%
Repair & maintenance	-	-	-	-	-	-
Telephone	-	-	-	-	-	-
Continuing Professional Education	120	7,000	1,745	1,000	(6,000)	-86%
Utilities	-	-	-	-	-	-
Wardrobe	-	-	-	-	-	-
Total other expenditures	1,430	271,350	59,074	127,100	(144,250)	-53%
CAPITAL OUTLAY						
		-	-	-		
TOTAL DEPARTMENT	1,081,275	978,642	707,542	724,631	(254,011)	
PERSONNEL						
Management	1	1	1	1		
Clerical	1	1				
Departmental operating	4	4	4	4		
Other Funding Sources	2	2	2	2		
Total personnel	8	8	7	7		

SECURITY & EMERGENCY MGMT

	(A)	(B)	(C)	(D)		
	FY2023	FY 2024	FY 2024	FY 2025	\$ VAR	
	ACTUAL	BUDGET	PROJECTED	BUDGET	(C-A)	
			ACTUAL		% VAR	
					(D/A)	
LABOR						
Management		307,355	318,321	327,492	20,137	7%
Clerical		-	-	-	-	
Departmental operating		99,881	111,758	133,680	33,799	34%
OPEB contribution		-	-	5,000	5,000	
		<u>407,236</u>	<u>430,079</u>	<u>466,172</u>	<u>58,936</u>	<u>14%</u>
Total labor						
OTHER EXPENDITURES						
Advertising		-	-	-	-	
Dues & Subscriptions		-	-	-	-	
Employee relations		-	130	250	250	
Equipment rentals		-	-	-	-	
Gas, oil & accessories		-	-	-	-	
Licenses & permits		-	-	-	-	
Office mat'l & supplies		-	-	-	-	
Operating supplies		34,000	14,609	51,000	17,000	50%
Outside services & fees		2,383,075	2,223,410	2,383,075	-	0%
Postage		-	-	-	-	
Professional services		-	-	-	-	
Community Outreach		-	-	-	-	
Repair & maintenance		-	-	-	-	
Telephone		-	-	-	-	
Continuing Professional Education		3,600	344	6,500	2,900	81%
Utilities		-	-	-	-	
Wardrobe		-	-	-	-	
		<u>2,420,675</u>	<u>2,238,493</u>	<u>2,440,825</u>	<u>20,150</u>	<u>1%</u>
Total other expenditures						
CAPITAL OUTLAY						
		<u>-</u>	<u>-</u>	<u>-</u>		
TOTAL DEPARTMENT		<u><u>2,827,911</u></u>	<u><u>2,668,572</u></u>	<u><u>2,906,997</u></u>	<u>79,086</u>	<u>3%</u>
PERSONNEL						
Management		1	1	1		
Clerical						
Departmental operating		1	1	1		
Total personnel		2	2	2		

FINANCE

	(A)	(B)	(C)	(D)		
	FY2023	FY 2024	FY 2024	FY 2025	\$ VAR	
	ACTUAL	BUDGET	PROJECTED	BUDGET	(C-A)	
			ACTUAL		% VAR	
					(D/A)	
LABOR						
Management	425,522	329,175	314,058	382,541	53,366	16%
Clerical	167,376	153,866	211,943	215,225	61,359	40%
Departmental operating	439,442	483,931	543,267	776,555	292,624	60%
OPEB contribution	30,303	30,000	30,000	28,000	(2,000)	-7%
Total labor	1,062,643	996,972	1,099,268	1,402,321	405,349	41%
OTHER EXPENDITURES						
Advertising	-	-	-	-	-	-
Dues & Subscriptions	1,946	4,000	2,850	3,000	(1,000)	-25%
Employee relations	6,089	2,000	1,960	1,500	(500)	-25%
Equipment rentals	-	-	-	-	-	-
Gas, oil & accessories	-	-	-	-	-	-
Licenses & permits	-	-	-	-	-	-
Office mat'l & supplies	2,374	1,300	1,253	1,300	-	-
Operating supplies	744	6,000	7,422	4,000	(2,000)	-33%
Outside services & fees	120,221	140,000	140,100	144,000	4,000	3%
Postage	86	500	152	500	-	-
Professional services	154,972	165,000	204,300	146,000	(19,000)	-12%
Community Outreach	-	-	-	-	-	-
Repair & maintenance	-	-	-	-	-	-
Telephone	-	-	-	-	-	-
Continuing Professional Educatio	2,938	6,000	3,298	6,700	700	12%
Utilities	-	-	-	-	-	-
Wardrobe	-	-	-	-	-	-
Total other expenditures	289,370	324,800	361,335	307,000	(17,800)	-5%
CAPITAL OUTLAY						
	-	-	-	-	-	-
TOTAL DEPARTMENT	1,352,013	1,321,772	1,460,603	1,709,321	387,549	29%
PERSONNEL						
Management	1	1	1	1		
Clerical	2	2	3	3		
Departmental operating	4	4	4	4		
Other Funding Sources	4	4	4	4		
Total personnel	12	11	12	12		

TECHNOLOGY SERVICES

	(A)	(B)	(C)	(D)		
	FY2023	FY 2024	FY 2024	FY 2025	\$ VAR	
	ACTUAL	BUDGET	PROJECTED	BUDGET	(C-A)	
			ACTUAL		% VAR	
					(D/A)	
LABOR						
Management	322,998	338,706	333,569	397,561	58,855	17%
Clerical		-	-	-	-	
Departmental operating	1,556,177	1,852,587	1,650,463	2,137,296	284,709	15%
OPEB contribution	32,828	33,000	33,000	33,000	-	
Total labor	1,912,003	2,224,293	2,017,032	2,567,857	343,564	15%
OTHER EXPENDITURES						
Advertising		-	-	-	-	
Dues & Subscriptions	425	6,525	1,149	6,525	-	
Employee relations	33,830	36,950	34,526	36,750	(200)	
Equipment rentals	51,743	84,500	73,701	100,000	15,500	18%
Freight		-	-	-	-	
Gas, oil & accessories		-	-	-	-	
Laundry and cleaning		-	-	-	-	
Licenses & permits		-	-	-	-	
Office mat'l & supplies	33	2,500	446	2,500	-	
Operating supplies	653,289	342,000	314,512	388,000	46,000	13%
Outside services & fees		2,000	-	102,000	100,000	5000%
Postage		150	155	150	-	
Professional services	1,099,843	2,165,000	1,249,906	1,057,000	(1,108,000)	-51%
Community Outreach		-	-	-	-	
Repair & maintenance	2,211,791	2,537,000	2,402,783	3,754,900	1,217,900	48%
Telephone	648,013	767,800	728,168	797,700	29,900	4%
Continuing Professional Educatio	4,153	34,000	32,789	39,000	5,000	15%
Utilities		-	-	-	-	
Wardrobe		-	-	-	-	
Total other expenditures	4,703,120	5,978,425	4,838,135	6,284,525	306,100	5%
CAPITAL OUTLAY	1,414,684	1,553,800	1,220,753	920,700	(633,100)	-41%
TOTAL DEPARTMENT	8,029,807	9,756,518	8,075,920	9,773,082	16,564	0%
PERSONNEL						
Management	1	1	1	1		
Clerical		-	-	-		
Departmental operating	12	12	12	13		
Total personnel	13	13	13	14		

HUMAN RESOURCES

	(A)	(B)	(C)	(D)		
	FY 2023	FY 2024	FY 2024	FY 2025	\$ VAR	
	ACTUAL	BUDGET	PROJECTED	BUDGET	(C-A)	
			ACTUAL		% VAR	
					(D/A)	
LABOR						
Management	451,634	309,764	319,674	263,604	(46,160)	-15%
Clerical	39,274	66,657	73,650	86,666	20,009	30%
Departmental operating	468,508	747,170	706,327	881,566	134,396	18%
OPEB contribution	20,202	20,000	20,000	19,000	(1,000)	
Total labor	979,618	1,143,591	1,119,651	1,250,836	107,245	9%
OTHER EXPENDITURES						
Advertising	9,866	10,000	8,559	10,000	-	
Dues & Subscriptions	7,253	10,025	7,503	10,475	450	4%
Employee relations	119,935	215,000	181,585	291,300	76,300	35%
Equipment rentals	-	-	-	-	-	
Gas, oil & accessories	-	-	-	-	-	
Licenses & permits	-	-	-	-	-	
Office mat'l & supplies	1,905	2,500	1,283	2,500	-	
Operating supplies	32,172	52,900	59,878	40,000	(12,900)	-24%
Outside services & fees	263,731	140,000	257,661	177,500	37,500	27%
Postage	129	1,000	391	350	(650)	-65%
Professional services	-	-	-	-	-	
Community Outreach	-	-	-	-	-	
Repair & maintenance	-	-	-	-	-	
Telephone	-	-	-	-	-	
Continuing Professional Educatio	14,258	15,000	11,439	25,800	10,800	72%
Utilities	-	-	-	-	-	
Wardrobe	-	-	-	-	-	
Total other expenditures	449,249	446,425	528,299	557,925	111,500	25%
CAPITAL OUTLAY	-	-	-	-	-	-
TOTAL DEPARTMENT	1,428,867	1,590,016	1,647,950	1,808,761	218,745	14%
PERSONNEL						
Management	1	2	1	1		
Clerical	1	1	1	1		
Departmental operating	6	6	6	6		
Total personnel	8	9	8	8		

PUBLIC AFFAIRS

	(A)	(B)	(C)	(D)		
	FY 2023	FY 2024	FY 2024	FY 2025	\$ VAR	
	ACTUAL	BUDGET	PROJECTED	BUDGET	(C-A)	
			ACTUAL		% VAR	
					(D/A)	
LABOR						
Management	267,979	445,169	286,379	246,976	(198,193)	-45%
Clerical		83,321	141,179	110,127	26,806	32%
Departmental operating	167,311	234,278	266,249	271,582	37,304	16%
OPEB contribution	5,051	5,000	5,000	7,000	2,000	
Total labor	440,341	767,768	698,807	635,685	(132,083)	-17%
OTHER EXPENDITURES						
Advertising		-	-	-	-	
Dues & Subscriptions	2179	1,658	3,344	3,240	1,582	95%
Employee relations	4,941	13,000	10,090	625	(12,375)	-95%
Equipment rentals		-	-	-	-	
Gas, oil & accessories		-	-	-	-	
Licenses & permits		-	-	-	-	
Office mat'l & supplies	575	300	965	450	150	50%
Operating supplies	3,957	1,300	1,085	2,600	1,300	100%
Outside services & fees	11,224	45,000	44,555	47,300	2,300	5%
Postage		-	-	-	-	
Professional services		-	-	-	-	
Community Outreach	12,250	-	8,022	9,000	9,000	
Repair & maintenance		-	-	-	-	
Telephone		-	-	-	-	
Continuing Professional Education	4,153	6,000	1,886	5,175	(825)	-14%
Utilities		-	-	-	-	
Wardrobe		-	-	-	-	
Total other expenditures	39,279	67,258	69,947	68,390	1,132	2%
CAPITAL OUTLAY						
		-	-	-		
TOTAL DEPARTMENT	479,620	835,026	768,754	704,075	(130,951)	-16%
PERSONNEL						
Management	1	3	3	1		
Clerical		1	1	1		
Departmental operating	1	2	2	1		
Total personnel	2	6	6	3		

DISTRICT COUNSEL

	(A)	(B)	(C)	(D)		
	FY2023 ACTUAL	FY 2024 BUDGET	FY 2024 PROJECTED ACTUAL	FY 2025 BUDGET	\$ VAR (C-A)	% VAR (D/A)
LABOR						
Management		-	87,692	492,120	492,120	
Clerical		-	-	-	-	
Departmental operating		-	-	-	-	
OPEB contribution		-	-	2,000	2,000	
Total labor		-	87,692	494,120	494,120	
OTHER EXPENDITURES						
Advertising		-	-	-	-	
Dues & Subscriptions		-	-	6,000	6,000	
Employee relations		-	-	250	250	
Equipment rentals		-	-	-	-	
Gas, oil & accessories		-	-	-	-	
Licenses & permits		-	-	-	-	
Office mat'l & supplies		-	-	-	-	
Operating supplies		-	-	-	-	
Outside services & fees		-	-	-	-	
Postage		-	-	-	-	
Professional services		-	-	2,575,000	2,575,000	
Community Outreach		-	-	-	-	
Repair & maintenance		-	-	-	-	
Telephone		-	-	-	-	
Continuing Professional Education		-	-	3,500	3,500	
Utilities		-	-	-	-	
Wardrobe		-	-	-	-	
Total other expenditures		-	-	2,584,750	2,584,750	
CAPITAL OUTLAY						
TOTAL DEPARTMENT						
		-	87,692	3,078,870	3,078,870	
PERSONNEL						
Management			1	1		
Clerical						
Departmental operating						
Other Funding Sources						
Total personnel			1	1		

BUILDING AND SAFETY

	(A)	(B)	(C)	(D)		
	FY2023 ACTUAL	FY 2024 BUDGET	FY 2024 PROJECTED ACTUAL	FY 2025 BUDGET	\$ VAR (C-A)	% VAR (D/A)
LABOR						
Management	272,209	453,365	342,421	492,106	38,741	9%
Clerical	503,373	564,360	442,809	676,589	112,229	20%
Departmental operating	4,021,039	4,409,904	3,960,678	5,467,696	1,057,792	24%
OPEB contribution	106,061	106,000	106,000	105,000	(1,000)	
Total labor	4,902,682	5,533,629	4,851,908	6,741,391	1,207,762	22%
OTHER EXPENDITURES						
Advertising	-	-	-	-	-	
Dues & Subscriptions	9,937	15,000	11,380	17,000	2,000	13%
Employee relations	6,809	4,700	415	5,625	925	20%
Equipment rentals	-	-	-	-	-	
Gas, oil & accessories	-	-	-	-	-	
Licenses & permits	5,313	5,000	4,423	5,000	-	0%
Office mat'l & supplies	4,440	6,000	1,905	7,000	1,000	17%
Operating supplies	27,937	79,000	25,134	88,500	9,500	12%
Outside services & fees	92,961	70,000	96,847	120,000	50,000	71%
Postage	63	500	208	500	-	
Professional services	-	75,000	1,150	50,000	(25,000)	-33%
Community Outreach	-	-	-	-	-	
Repair & maintenance	-	-	-	-	-	
Telephone	-	-	-	-	-	
Continuing Professional Education	21,526	40,350	30,512	65,000	24,650	61%
Utilities	-	-	-	-	-	
Wardrobe	-	-	-	-	-	
Total other expenditures	168,986	295,550	171,974	358,625	63,075	21%
CAPITAL OUTLAY						
	-	-	-	-	-	
TOTAL DEPARTMENT	5,071,668	5,829,179	5,023,882	7,100,016	1,270,837	22%
PERSONNEL						
Management	1	2	2	2		
Clerical	7	7	7	7		
Departmental operating	34	33	33	36		
Total personnel	42	42	42	45		

FIRE DEPARTMENT

	(A)	(B)	(C)	(D)		
	FY2023 ACTUAL	FY 2024 BUDGET	FY 2024 PROJECTED ACTUAL	FY 2025 BUDGET	\$ VAR (C-A)	% VAR (D/A)
LABOR						
Management	5,676,517	5,751,603	6,423,438	7,314,737	1,563,134	27%
Clerical	80,730	84,456	86,302	86,396	1,940	
Departmental operating	33,947,270	33,629,410	36,556,225	39,159,950	5,530,540	16%
OPEB Contribution	580,808	600,000	600,000	574,000	(26,000)	
Total labor	40,285,325	40,065,469	43,665,965	47,135,083	7,069,614	18%
OTHER EXPENDITURES						
Advertising	-	-	-	-	-	
Dues & Subscriptions	10,300	10,300	7,083	10,300	-	
Employee relations	296,500	296,500	274,796	421,600	125,100	42%
Equipment rentals	20,000	20,000	21,678	26,700	6,700	34%
Gas, oil & accessories	-	-	-	-	-	
Licenses & permits	250	250	225	250	-	
Office mat'l & supplies	10,000	10,000	9,780	10,000	-	
Operating supplies	1,248,000	1,248,000	1,212,571	1,290,600	42,600	3%
Outside services & fees	190,500	190,500	134,287	156,500	(34,000)	-18%
Postage	1,500	1,500	574	1,500	-	
Professional services	-	-	-	-	-	
Community Outreach	-	-	-	-	-	
Repair & maintenance	1,097,103	1,097,103	1,003,271	1,136,108	39,005	4%
Telephone	-	-	-	-	-	
Continuing Professional Education	80,300	80,300	38,129	105,120	24,820	31%
Utilities	195,000	195,000	183,155	175,000	(20,000)	-10%
Wardrobe	450,000	450,000	446,208	700,000	253,792	56%
Total other expenditures	3,599,453	3,599,453	2,885,549	4,033,678	434,225	12%
CAPITAL OUTLAY	941,988	799,400	721,264	4,104,970	3,305,570	414%
TOTAL DEPARTMENT	44,826,766	44,464,322	47,272,778	55,273,731	10,809,409	24%
PERSONNEL						
Management	33	31	31	31		
Clerical	1	1	1	1		
Departmental operating	196	203	203	213		
Total personnel	230	235	235	245		

ENVIRONMENTAL SCIENCES

	(A)	(B)	(C)	(D)		
	FY2023	FY 2024	FY 2024	FY 2025	\$ VAR	
	ACTUAL	BUDGET	PROJECTED	BUDGET	(C-A)	
			ACTUAL		% VAR	
					(D/A)	
LABOR						
Management	703,054	666,203	432,076	679,198	12,995	2%
Clerical	84,305	84,456	87,410	86,396	1,940	2%
Departmental operating	3,348,193	3,655,481	3,294,853	3,789,649	134,168	4%
OPEB contribution		-	-	-	-	
Total labor	4,135,552	4,406,140	3,814,339	4,555,243	149,103	
OTHER EXPENDITURES						
Advertising		-	-	-	-	
Dues & Subscriptions	996	1,200	723	1,500	300	25%
Employee relations	2,851	3,500	3,459	4,375	875	25%
Equipment rentals	5,544	3,700	3,562	3,800	100	3%
Gas, oil & accessories		-	-	-	-	
Licenses & permits	11,973	19,000	2,835	19,000	-	
Office mat'l & supplies	9,628	9,000	6,261	9,000	-	
Operating supplies	1,008,292	1,114,000	977,347	1,904,500	790,500	71%
Outside services & fees	88,967	117,500	85,882	167,000	49,500	42%
Postage	1,908	1,100	1,179	1,100	-	
Professional services		-	-	-	-	
Community Outreach		-	-	-	-	
Repair & maintenance	86,624	102,000	103,554	105,000	3,000	3%
Telephone		-	-	-	-	
Continuing Professional Educatio	5,058	22,425	16,001	27,375	4,950	22%
Utilities	83,379	90,000	75,875	90,000	-	
Wardrobe		-	-	-	-	
Total other expenditures	1,305,220	1,483,425	1,276,678	2,332,650	849,225	57%
CAPITAL OUTLAY	90,659	52,000	35,223	25,500	(26,500)	-51%
TOTAL DEPARTMENT	5,531,431	5,941,565	5,126,240	6,913,393	971,828	16%
PERSONNEL						
Management	3	3	3	3		
Clerical	1	1	1	1		
Departmental operating	29	31	30	30		
Total personnel	33	35	34	34		

FACILITIES OPERATIONS & MAINTENANCE

	(A)	(B)	(C)	(D)		
	FY2023	FY 2024	FY 2024	FY 2025	\$ VAR	
	ACTUAL	BUDGET	PROJECTED	BUDGET	(C-A)	
			ACTUAL		% VAR	
					(D/A)	
LABOR						
Management	752,518	810,209	707,923	560,885	(249,324)	-31%
Clerical	54,137	65,487	48,135	79,545	14,058	21%
Departmental operating	1,853,828	2,264,249	2,039,758	2,225,699	(38,550)	-2%
OPEB contribution	73,232	54,000	54,000	56,000	2,000	
Total labor	2,733,715	3,193,945	2,849,816	2,922,129	(271,816)	-9%
OTHER EXPENDITURES						
Advertising	-	-	-	-	-	
Dues & Subscriptions	1,952	5,000	3,374	2,500	(2,500)	-50%
Employee relations	9,162	10,500	5,988	15,625	5,125	49%
Equipment rentals	300,115	313,500	326,228	372,249	58,749	19%
Gas, oil & accessories	314,809	353,000	343,415	358,120	5,120	1%
Licenses & permits	-	-	-	-	-	
Office mat'l & supplies	5,261	3,500	2,732	4,750	1,250	36%
Operating supplies	743,926	893,000	747,632	889,639	(3,361)	0%
Outside services & fees	14,971,129	14,344,046	14,009,679	14,986,348	642,302	4%
Postage	-	-	-	-	-	
Professional services	-	-	-	-	-	
Community Outreach	-	-	-	-	-	
Repair & maintenance	4,102,590	4,791,000	4,301,055	5,738,618	947,618	20%
Telephone	-	-	-	-	-	
Continuing Professional Educatio	288	8,000	5,189	8,000	-	
Utilities	1,167,438	1,190,000	952,192	1,226,500	36,500	3%
Wardrobe	450,467	50,000	32,781	53,500	20,719	63%
Total other expenditures	22,067,137	21,961,546	20,730,265	23,655,849	1,694,303	8%
CAPITAL OUTLAY	4,738,423	4,293,602	4,169,833	710,000	(3,583,602)	-83%
TOTAL DEPARTMENT	29,539,275	29,449,093	27,749,914	27,287,978	(2,161,115)	-7%
PERSONNEL						
Management	4	4	4	3		
Clerical	1	1	1	1		
Departmental operating	20	20	20	16		
Other Funding Sources	4	4	4	4		
Total personnel	29	29	29	24		

DRAINAGE

	(A)	(B)	(C)	(D)	
	FY 2023	FY 2024	FY 2024	FY 2025	\$ VAR
	ACTUAL	BUDGET	PROJECTED	BUDGET	(C-A)
			ACTUAL		% VAR
					(D/A)
LABOR					
Management	-	-	-	-	-
Clerical	-	-	-	-	-
Departmental operating	-	-	-	-	-
Total labor	-	-	-	-	-
OTHER EXPENDITURES					
Advertising	-	-	-	-	-
Dues & Subscriptions	-	-	-	-	-
Employee relations	-	-	-	-	-
Equipment rentals	-	-	-	-	-
Freight	-	-	-	-	-
Laundry and cleaning	-	-	-	-	-
Office mat'l & supplies	-	-	-	-	-
Operating supplies	6,855	115,000	99,458	115,000	-
Outside services & fees	383,712	310,000	354,510	310,000	-
Postage	-	-	-	-	-
Professional services	-	-	-	-	-
Community Outreach	-	-	-	-	-
Rent	-	-	-	-	-
Repair & maintenance	1,166,406	5,084,508	2,018,895	4,500,000	(584,508)
Telephone	-	-	-	-	-
Continuing Professional Education	-	-	-	-	-
Utilities	-	-	-	-	-
Wardrobe	-	-	-	-	-
Total other expenditures	1,556,973	5,509,508	2,472,863	4,925,000	(584,508)
CAPITAL OUTLAY					
	-	-	-	-	-
TOTAL DEPARTMENT	1,556,973	5,509,508	2,472,863	4,925,000	(584,508)
PERSONNEL					
Management	-	-	-	-	-
Clerical	-	-	-	-	-
Departmental operating	-	-	-	-	-
Total personnel	-	-	-	-	-

PUBLIC WORKS

	(A)	(B)	(C)	(D)		
	FY 2023	FY 2024	FY 2024	FY 2025	\$ VAR	% VAR
	ACTUAL	BUDGET	PROJECTED	BUDGET	(C-A)	(D/A)
LABOR						
Management	235,812	615,038	431,966	1,127,705	512,667	83%
Clerical	77,330	88,888	92,702	95,441	6,553	7%
Departmental operating	2,157,302	2,479,015	2,429,526	3,908,503	1,429,488	58%
OPEB Contribution	123,737	123,000	123,000	146,000	23,000	
Total labor	2,594,181	3,305,941	3,077,194	5,277,649	1,971,708	60%
OTHER EXPENDITURES						
Advertising	-	-	-	-	-	-
Dues & Subscriptions	4,287	5,150	3,738	11,100	5,950	116%
Employee relations	1,235	2,000	1,750	11,625	9,625	481%
Equipment rentals	-	850	745	400	(450)	-53%
Gas, oil & accessories	-	-	-	-	-	-
Licenses & permits	5,740	5,740	5,740	5,740	-	0%
Office mat'l & supplies	1,769	2,000	1,138	8,000	6,000	300%
Operating supplies	4,981	20,000	10,941	18,500	(1,500)	-8%
Outside services & fees	51,109	100,000	91,175	1,683,220	1,583,220	1583%
Postage	-	-	-	-	-	-
Professional services	779,754	2,810,950	1,213,947	3,111,600	300,650	11%
Community Outreach	-	-	-	-	-	-
Repair & maintenance	11,670,352	16,711,933	13,483,785	15,695,000	(1,016,933)	-6%
Telephone	-	-	-	-	-	-
Continuing Professional Educatic	3,367	11,000	8,854	20,300	9,300	85%
Utilities	-	-	-	-	-	-
Wardrobe	-	-	-	-	-	-
Total other expenditures	12,522,594	19,669,623	14,821,813	20,565,485	895,862	5%
CAPITAL OUTLAY						
	-	-	-	-	-	-
TOTAL DEPARTMENT	15,116,775	22,975,564	17,899,007	25,843,134	2,867,570	12%
PERSONNEL						
Management	1	2	2	4		
Clerical	1	1	1	1		
Departmental operating	14	15	15	23		
Total personnel	16	18	18	28		

**CENTRAL FLORIDA TOURISM OVERSIGHT DISTRICT
BOARD OF SUPERVISORS REPORT 8.5**

Board Meeting Date: 08/28/2024

Subject: Budget Workshop presentation of Annual Utilities Division Budget and Utilities Rates for Fiscal Year 2025

Presented By: Christine Ferraro

Department: Utilities

STAFF RECOMMENDATION (Motion Ready): Agenda Item #8.5 Budget Workshop presentation of Utilities Budget and Utilities Rates for Fiscal Year 2025

RELEVANT STRATEGIC GOALS: N/A

PROOF OF PUBLICATION: N/A

BACKGROUND: Annually, RCES prepares a Utilities Budget and Utilities Rate recommendation for Board consideration during the Budget Workshop. This proposal details expenses by utility and an individual utility rate to generate revenue sufficient to cover expenses. The Budget Workshop is held each August in preparation for the Tentative and Final Budget hearings in September. The new fiscal year begins on October 1, 2024. Establishing an Annual Budget allows the District to establish the corresponding utility rates and plan to provide utility services to District customers in an efficient and reliably manner.

FINDINGS AND CONCLUSIONS: Discussions will include forecasted utility expenses, fuel over-collection, reserve collection and individual utility rate recommendations.

FISCAL IMPACT: The Budget Workshop will present an overall utility rate increase of 4.2% with budgeted utility costs of \$214.3M, adjustments to revenue of \$13.5M, and \$200.8M collected through fiscal year 2025 utility rates.

PROCUREMENT REVIEW: N/A

LEGAL REVIEW: N/A

ALTERNATIVE: N/A

SUPPORT MATERIALS: FY2025 CFTOD Utility Budget and Rates Workshop.pdf

CFTOD OPERATING BUDGET

CENTRAL FLORIDA TOURISM OVERSIGHT DISTRICT - UTILITIES DIVISION PROPOSED OPERATING BUDGET FISCAL YEAR 2025 (In Millions)

	FY24 Budget	FY24 Fcst	Fcst Var	FY25 Budget	Budget \$ Var
<u>OPERATING REVENUES</u>					
1 Customer Sales	192.7	190.0	(2.7)	200.8	8.1
2 Other Income (Fuel, interest, & franchise fees)	(0.7)	(3.3)	(2.6)	13.5	14.2
Sub-Total Operating Revenues	192.0	186.7	(5.3)	214.3	22.3
3 Interdepartmental Utility Sales	16.5	15.4	(1.1)	16.3	(0.2)
4 Withdrawal from Pre-collected Funds	6.9	0.0	(6.9)	8.3	1.4
Total Gross Revenue [lines 1-4]	215.4	202.1	(13.3)	238.8	23.5
<u>EXPENSES</u>					
5 Purchase Power & Fuel	(79.3)	(68.6)	10.8	(85.1)	(5.8)
6 Labor Support [RCES, CFTOD Acctg & Fac Svc]	(36.0)	(34.5)	1.4	(36.8)	(0.8)
<u>OPERATING EXPENSES</u>					
7 Routine Expenses	(24.4)	(24.4)	(0.0)	(27.1)	(2.7)
8 Outside Services - Landfill	(3.3)	(3.4)	(0.1)	(4.0)	(0.7)
9 Gross Receipts Tax	(3.1)	(3.0)	0.1	(3.1)	(0.0)
10 Planned Work	(3.1)	(3.5)	(0.4)	(3.2)	(0.1)
11 Insurance	(1.5)	(1.5)	(0.0)	(1.6)	(0.1)
Sub-Total Operating Expenses [lines 7-11]	(35.4)	(35.9)	(0.4)	(38.9)	(3.5)
12 Interdepartmental Utility Usage [reverses item #3]	(16.5)	(15.4)	1.1	(16.3)	0.2
Total Expenses [lines 5-12]	(167.2)	(154.4)	12.8	(177.1)	(9.9)
<u>NET INCOME</u>	48.2	47.7	(0.5)	61.7	13.5
<u>FUND REQUIREMENTS</u>					
13 Debt Service	(27.4)	(26.4)	1.0	(28.0)	(0.6)
14 Renewal and Replacement Capital	(13.0)	(12.6)	0.4	(15.0)	(2.0)
15 Cash Flow Requirements/ Rate Stabilization	(0.9)	(0.9)	0.0	(10.5)	(9.6)
16 R&R Requirements	0.0	(1.2)	(1.2)	0.0	0.0
17 Use of Pre-collected Funds [reverses item #4]	(6.9)	(1.8)	5.1	(8.3)	(1.4)
Total Fund Requirements [lines 13-17]	(48.2)	(43.0)	5.3	(61.7)	(13.5)
EXCESS (DEFICIENCY) OF REVENUES OVER EXP.	(0.0)	4.8	4.8	0.0	0.0
18 Debt Svcs Coverage	1.51	1.81		1.91	

Note: The FY24 Full year forecast is based on actuals through May 2024

