



The Toho Water Authority Board of Supervisors (the Board) will hold a regular Board meeting at 5:00 p.m. on Wednesday, January 22, 2025.

Seating shall be subject to approved capacity. In addition to in-person attendance, members of the public may also listen/view this meeting by telephone or virtually through the Internet. Those attending in-person who wish to address the Board must submit a completed Hear the Audience Form.

Those interested in joining the meeting to listen by phone, or via the internet, can do so via the below Teams links:-

Microsoft Teams

[Join the meeting now](#)

Meeting ID: 277 550 412 88

Passcode: Sw3Gp9Cd

Dial in by phone

[+1 872-256-3959, 430625738#](#) United States, Chicago

[Find a local number](#)

Phone conference ID: 430 625 738#

Join on a video conferencing device

Tenant key: tohowater@m.webex.com

Video ID: 117 988 144 1

In accordance with Section 286.26, Florida Statutes: Any person needing assistance to participate in any of these proceedings should contact the office of the CEO/Executive Director at 407-944-5130 or via email at tohoattend@tohowater.com prior to the meeting.

In accordance with Section 286.0105, Florida Statutes: Any person wishing to appeal any decision made by the Board with respect to any matter considered at such meeting or hearing will need to ensure that verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is made.



951 Martin Luther King Boulevard, Kissimmee, FL 34741

www.tohowater.com 407.944.5000

TOHO WATER BOARD OF SUPERVISORS' MEETING AGENDA

March 12, 2025, at 5:00 p.m.

Henry Thacker
Chair

Rayelynn Ketchum
Vice Chair

Tom White
Secretary

John McAleenan
Supervisor

1. Meeting called to order.

Hector Lizasuain
Supervisor

2. A. Moment of Silent Reflection
B. Pledge of Allegiance

David Askew
Supervisor

3. Approval of the Agenda

Skip Stellfox
Supervisor

4. Awards and Presentations

Cheryl Grieb
Ex-Officio Board Member -
Osceola County

- 4A. **PROCLAMATION RECOGNIZING MARCH 17 THROUGH 21 AS
GOVERNMENT FINANCIAL PROFESSIONALS' WEEK (Cost:
None) (Villarosa)**

Angela Eady
Ex-Officio Board Member -
City of Kissimmee

- 4B. **PROCLAMATION RECOGNIZING MARCH 17 THROUGH 23 AS
FIX A LEAK WEEK (Cost: None) (Tilley)**

Kolby Urban
Ex-Officio Board Member -
City of St. Cloud

- 4C. **PROCLAMATION RECOGNIZING APRIL 2025 AS WATER
CONSERVATION MONTH (Cost: None) (Tilley)**

Becky Troutman
Ex-Officio Board Member -
Polk County

5. Public Hearing

6. Hear the Audience

Todd Swingle
CEO/Executive Director

7. Consent Agenda

Anthony Cotter
General Counsel

The Consent Agenda is a technique designed to expedite handling of routine and miscellaneous business of the Board of Supervisors. The Board of Supervisors in one motion may adopt the entire Agenda. The motion for adoption is non-debatable and must receive unanimous approval. By request of any individual member, any item may be removed from the Consent Agenda and placed upon the Regular Agenda for debate.

- 7A. **REQUEST APPROVAL OF THE TOHO BOARD MEETING
MINUTES FOR FEBRUARY 12, 2025 (Cost: None) (Smith)**

- 7B. **APPROVAL AND EXECUTION OF AN ADDITIONAL DESIGN
SCOPE OF SERVICES ADDENDUM WITH CPH CONSULTING,
LLC FOR OLD HICKORY TREE ROAD AND E 10TH STREET 16-
INCH RECLAIMED WATER MAIN EXTENSION PROJECT
(RFQu-24-050). (Cost: Total Authorized to Date: \$882,968.79, This**

Approval Cost: \$130,945.00 and Cumulative Total: \$1,013,913.79)
(Webster)

- 7C. **APPROVAL AND EXECUTION OF AN ADDENDUM WITH CPH CONSULTING, LLC FOR DESIGN OF THE CAMELOT WATER RECLAMATION FACILITY HEADWORKS BY-PASS MODIFICATIONS AND DISK FILTER REPLACEMENT PROJECT. APPROVAL OF A DESIGN CONTINGENCY. (Cost: Total Authorized to Date: \$0, This Approval Cost: \$441,956.40 and Cumulative Total: \$441,956.40) (VanFossen)**
- 7D. **APPROVAL AND EXECUTION OF A SCOPE OF SERVICES WITH AECOM TECHNICAL SERVICES, INC. FOR A PILOT AND BENCH TEST AT THE NORTHWEST WATER TREATMENT PLANT & APPROVAL OF A PROJECT CONTINGENCY (Cost: Total Authorized to Date: \$0, This Approval Cost: \$299,970.00 and Cumulative Total: \$299,970.00) (Webster)**
- 7E. **APPROVAL AND EXECUTION OF A DESIGN SCOPE OF SERVICES WITH JONES EDMUNDS & ASSOCIATES, INC. FOR A SECOND POTABLE WATER WELL FOR THE ST. CLOUD WATER TREATMENT PLANT #1 (Cost: Total Authorized to Date: \$0, This Approval Cost: \$566,283.51 and Cumulative Total: \$566,283.51) (Webster)**
- 7F. **APPROVAL OF ADDITIONAL FUNDING FOR THE UTILITY WORK BY HIGHWAY CONTRACTOR WITH THE FLORIDA DEPARTMENT OF TRANSPORTATION TURNPIKE ENTERPRISE FOR THE TURNPIKE RECONSTRUCTION PROJECT, FROM PARTIN SETTLEMENT ROAD TO OSCEOLA PARKWAY (Cost: Total Authorized to Date: \$4,830,000.00, This Approval Cost: \$54,491.60 and Cumulative Total: \$4,884,491.60) (Pelham)**
- 7G. **PULLED**
- 7H. **APPROVAL FOR ADVANCED UTILITY SYSTEM (AUS) UPGRADE CUSTOMER INFORMATION SYSTEM FOR (EAST) (Cost: This/Cumulative Cost: \$554,010.60 (Aviles/Havey)**
- 7I. **PULLED**
- 7J. **APPROVAL AND EXECUTION OF AN ADDENDUM WITH CHA CONSULTING INC. FOR 2025 DEVELOPMENT CONNECTION POTABLE WATER, WASTEWATER, AND RECLAIM WATER HYDRAULIC EVALUATIONS (FOR DEVELOPMENT PROJECTS) (Cost: Total Authorized to Date: \$350,000, This Approval Cost: \$180,000 and Cumulative Total: \$530,000) (Talavera)**

- 7K. **APPROVAL AND EXECUTION OF THE FIRST AMENDMENT TO THE AGREEMENTS WITH REVERE CONTROL SYSTEMS INC AND COMMERCE CONTROLS FLA LLC., FOR THE TRANSFER OF FUNDS (IFB-22-117-01/-02)** (Cost: Total Authorized to Date: \$1,600,000, This Approval Cost: \$0, Cumulative Total: \$1,600,000) (Rodriguez)
- 7L. **APPROVAL FOR STANTEC/EMA PROJECT MANAGEMENT CONSULTANT SERVICES - ST. CLOUD AUS CIS INFINITY UPGRADE TO V4** (Cost: This/Cumulative Cost: \$291,021.00) (Aviles/Havey)
- 7M. **APPROVAL AND EXECUTION OF IFB-23-062 FIRST AMENDMENT/RENEWAL TO THE AGREEMENT WITH ALLIED UNIVERSAL CORPORATION FOR THE SUPPLY AND DELIVERY OF LIQUID SODIUM HYPOCHLORITE** (Cost: Total Authorized to Date: \$330,000.00, This Approval Cost: \$175,000.00 and Cumulative Total: \$505,000.00) (Williams)
- 7N. **PULLED**
- 7O. **APPROVAL AND EXECUTION OF (IFB-25-004) AGREEMENTS WITH A.C. SCHULTES OF FLORIDA, INC., AND ALL WEBBS ENTERPRISES, INC., FOR THE MAINTENANCE AND REPAIR OF WATER WELLS AND WELL PUMPS** (Cost: Prior Approval: \$0, This Approval Cost: \$500,000 and Total not-to-exceed amount of \$500,000) (Williams)
- 7P. **APPROVAL AND EXECUTION OF CHANGE ORDER #1 WITH INSITUFORM TECHNOLOGIES, LLC FOR THE US 192 OPEN CUT BAMBOO TO MAIN REPAIR AND REPLACEMENT PROJECT. IFB-24-199** (Cost: Total Authorized Date: \$3,457,903.70, This Approval Cost: \$731,800.00 and Cumulative Total: \$4,189,703.70) (Shields)
- 7Q. **APPROVAL OF CUSTOMER REIMBURSEMENT TO MORLANDO, LLC** (Cost: This/cumulative total: \$25,518.12) (Towns)
- 7R. **APPROVAL AND EXECUTION OF A CONSTRUCTION CONTRACT WITH SAN PIK, INC. FOR THE OAKS SUBDIVISION GRAVITY SEWER REHABILITATION AND REPLACEMENT PROJECT** (Cost: Total Authorized to Date: \$0, This Approval Cost: \$2,187,400.00 and Cumulative Total: \$2,187,400.00) (Burgess)
- 7S. **APPROVAL AND EXECUTION OF (BW-25-004) AGREEMENT WITH OSCEOLA COUNTY COUNCIL ON AGING, INC., FOR TOHO ASSSITANCE PROGRAM PLUS (TAP PLUS) SERVICES** (Cost: This Approval Cost: \$450,000) (Havey)

- 7T. **APPROVAL OF COLLATERAL ASSIGNMENT OF RIGHTS UNDER THE TOHOPEKALIGA WATER AUTHORITY WATER, REUSE, AND WASTEWATER SYSTEM DEVELOPER'S SERVICE AGREEMENT (Cost: None) (Cotter)**
- 7U. **APPROVAL AND EXECUTION OF BID WAIVER 25-007 AGREEMENT WITH JONES, EDMUNDS & ASSOCIATES, INC., FOR CITYWORKS IMPLEMENTATION SERVICES PHASE I (Cost: Total Authorized to Date: \$280,000, This Approval Cost: \$0 and Cumulative Total: \$280,000) (Weber)**
- 8. Informational Presentations
 - 8A. **QUARTERLY INVESTMENT REPORT BY PFM GROUP OF QUARTER ENDING DECEMBER 31, 2024 (Cost: None) (Henderson)**
- 9. Unfinished Business
 - 9A. **APPROVAL AND ADOPTION OF RESOLUTION NO. 2025-003 ESTABLISHING A POLICY RELATED TO SURPLUS AND DISPOSITION OF REAL PROPERTY (Cost: None) (Cotter)**
- 10. New Business
 - 10A. **APPROVAL OF THE ANNUAL COMPREHENSIVE FINANCIAL REPORT FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2024 (Cost: None) (Henderson)**
 - 10B. **APPROVAL OF EXECUTIVE MASTER PLAN (Cost: None) (Doan)**
 - 10C. **APPROVAL OF RESOLUTION 2025-005 RELATED TO EXTRAORDINARY USE / LEAK / CUSTOMER ADJUSTMENT POLICY (Cost: The cost of billing adjustment policies and practices will vary depending on several factors – see Memo) (Havey)**
- 11. Staff Report
 - 11A. **INFRASTRUCTURE EMERGENCY REPAIR STATUS (Cost: None) (Chavez)**
 - 11B. **NOTIFICATION OF EMERGENCY APPROVAL RELATED TO OSCEOLA PARKWAY 24" HDPE EMERGENCY FORCE MAIN BREAK (Cost: Total estimated cost of \$2,352,092.89) (Weber)**
 - 11C. **MONTHLY FINANCIAL & STATISTICAL REPORT ENDING FEBRUARY 28, 2025 (Cost: None) (Villarosa)**

12. Comments

Board Officials
Executive Director
General Counsel

13. Upcoming Events

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| Leadership Osceola Infrastructure Day | 3/12 |
| City of Kissimmee Employee Memorial | 3/14 |
| Spring 2025 Home and Garden Show | 3/15 |
| Osceola Council on Aging's March for Meals 5K | 3/15 |
| City of St. Cloud Paint the Cloud Green Parade | 3/15 |
| Financial Government Professionals Week | 3/17-3/21 |
| Fix-A-Leak Week | 3/17-3/23 |
| World Water Day | 3/22 |
| Kowtown | 3/22 |
| Water Conservation Month | 4/1 |