



951 Martin Luther King Boulevard, Kissimmee, FL

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**Board of Supervisors
Regular Meeting Minutes
Wednesday October 15, 2025**

Present:

Chairman - Henry Thacker
Vice Chairman – Rayelynne Ketchum
Secretary – Tom White
Supervisor – Gary Phillips
Supervisor - Hector Lizasuain
Supervisor – Dave Askew

Executive Director – Todd P. Swingle
General Counsel – Anthony Cotter

Ex Officio Board Members:
Osceola County - Cheryl Grieb

Absent: Supervisor – John McAleenan
City of St Cloud - Kolby Urban, City of Kissimmee - Angela Eady,
Polk County – Becky Troutman.

1. **Meeting called to order by: Chairman Thacker at 5.01pm.**
2. **Moment of Silent Reflection and Pledge of Allegiance** led by **Chairman Thacker.**

General Counsel advised that Supervisor Phillips proposed to join the Board meeting remotely as a voting member of the Board, due to extraordinary circumstances, and Board consensus was received. General Counsel confirmed that quorum was met irrespective of Supervisor Phillips joining remotely as a voting member.

Motion to approve the Agenda, made by Vice Chair Ketchum. Motion seconded by Supervisor Askew. Motion passed 6-0.

Election of Officers for 2026 was discussed and nominations were made for Chairman, Vice Chair, Secretary, and Assistant Secretary. Chairman Thacker was happy to remain for one more year, thru 2026.

Motion made by Vice Chair Ketchum for Chairman Thacker to remain as Chair for 2026, seconded by Supervisor Askew. Motion passed 6-0.

Motion made by Supervisor Askew for Vice Chair Ketchum to remain as Vice Chair for 2026, seconded by Supervisor Lizasuain. Motion passed 6-0.

Motion made by Supervisor Askew for Secretary White to remain as Secretary for 2026, motion seconded by Chairman Thacker. Motion passed 6-0.

Motion made by Chairman Thacker for Assistant Secretary Askew to remain as Assistant Secretary for 2026, motion seconded by Supervisor Lizasuain. Motion passed 6-0.

3. **Approval of the Agenda**

Motion to approve the Agenda, made by Vice Chair Ketchum. Motion



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seconded by Supervisor Askew. Motion passed 6-0.

4. Awards and Presentations: None

5. Public Hearing: None

6. Hear the Audience:

Meeting floor was opened for Hear the Audience. This item is for comments/questions relating to topics not listed on this meeting's Agenda. No further comments were received, and Hear the Audience was closed.

7. Consent Agenda

7A. REQUEST APPROVAL OF THE GENERAL COUNSEL INTERVIEWS SPECIAL MEETING ON SEPTEMBER 10, 2025 AND THE TOHO BOARD MEETING MINUTES OF SEPTEMBER 17, 2025 (Cost: None) (A. Smith)

7B. APPROVAL OF A CONSTRUCTION MANAGER AT RISK SERVICES AGREEMENT WITH PCL CONSTRUCTION FOR THE CYPRESS WEST WATER RECLAMATION FACILITY SLUDGE DRYING BED BAYS EXPANSION PROJECT. (Cost: Total Authorized to Date: \$17,266. This Approval Cost: \$524,657. Cumulative Total: \$541,923.) (H. Sanchez)

7C. APPROVAL AND EXECUTION OF ADDENDUM 21 WITH WSP TO PROVIDE ADDITIONAL DESIGN AND CONSTRUCTION ADMINISTRATION SERVICES FOR THE TOHO RESERVOIR SURFACE WATER TREATMENT FACILITY PROJECT AND A DESIGN AND CONSTRUCTION ADMINISTRATION SERVICES CONTINGENCY. (Cost: Total Authorized to Date: \$5,680,595.67. This Approval Cost: \$1,607,192.07. Cumulative Total: \$7,287,787.74) (T. Pang)

7D. APPROVAL AND EXECUTION OF A SCOPE OF SERVICES AND TASK AUTHORIZATION WITH ARDAMAN & ASSOCIATES, INC., AND A CONTINGENCY TO PROVIDE CONSTRUCTION TESTING SERVICES FOR THE TOHO RESERVOIR SURFACE WATER TREATMENT FACILITY PROJECT (RFQu-20-045). (Cost: Total Authorized to Date: \$0.00. This Approval Cost: \$336,287. Cumulative Total: \$336,287) (T. Pang)

7E. APPROVAL OF OCTOBER 2025 ASSET DISPOSAL (Cost: None) (M. Mzee)

7F. APPROVAL AND EXECUTION OF GUARANTEED



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MAXIMUM PRICE AMENDMENT 2 WITH PC CONSTRUCTION FOR THE WATER TREATMENT PLANT #4 UPGRADE CONSTRUCTION PROJECT. (Cost: Total Authorized to Date: \$27,879,843. This Approval Cost: \$41,139,095. Cumulative Total: \$68,018,938.) (T. Pang)

- 7G. **APPROVAL OF SELECTION OF THE TOP RANKED FIRM, THE HASKELL COMPANY, AS THE CONSTRUCTION MANAGER AT RISK (CMAR) FOR HARMONY WRF EXPANSION PROJECT AND AUTHORIZATION OF CEO/EXECUTIVE DIRECTOR TO NEGOTIATE AND EXECUTE THE CMAR AGREEMENT AND PRECONSTRUCTION PHASE SERVICES FOR THE PROJECT AND A CONTINGENCY.** (Cost: Total Authorized to Date: \$0. This Approval Cost: \$300,000. Cumulative Total: \$300,000.) (L. Zhou)
- 7H. **APPROVAL AND EXECUTION OF A LOW BID EQUIPMENT PURCHASE AND CONTRACT WITH BARNEY'S PUMPS, INC. FOR LIFT STATIONS K040 AND K41 PUMPS, CONTROL PANEL AND ASSOCIATED ITEMS.** (Cost: Total Authorized to Date: \$0. This Approval Cost: \$259,208. Cumulative Total: \$259,208.) (M. Smart)
- 7I. PULLED
- 7J. **APPROVAL AND EXECUTION OF A FIRST AMENDMENT TOHOPEKALIGA WATER AUTHORITY WATER, REUSE, AND WASTEWATER SYSTEM DEVELOPER'S SERVICE AGREEMENT WITH KB HOME, LLC. FOR THE SHORES PROJECT.** (Cost: None) (C. Clough)
- 7K. **APPROVAL AND EXECUTION OF THE FIRST AMENDMENT TO AGREEMENT WITH BADGER METER, INC., FOR ADVANCED METER INFRASTRUCTURE (AMI) CELLULAR SOLUTION AND MONITORING SOFTWARE FROM BADGER METER, INC. (BW-25-010).** (Cost: Total Authorized to Date: \$4,426,522.48. This Approval Cost: \$440,000. Cumulative Total: \$4,866,522.48) (H. Havey)
- 7L. **APPROVAL AND EXECUTION OF A SCOPE OF SERVICES AND TASK ORDER WITH CPH CONSULTING, LLC FOR PRIVATE DEVELOPMENT REVIEWS; WATER AND WASTEWATER MAIN EXTENSIONS.** (Cost: Total Authorized to Date: \$710,000. This Approval Cost: \$700,000. Cumulative Total: \$1,410,000.) (L. Hanson)



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- 7M. **APPROVAL OF THE SECOND AMENDMENT TO AGREEMENT WITH FERGUSON ENTERPRISES, LLC FOR THE PURCHASE OF WASTEWATER PIPES, VALVES, FITTINGS AND ACCESSORIES (PBA-20-113)** (Cost: Total Authorized to Date: \$8,500,000. This Approval Cost: \$600,000. Cumulative Total \$9,100,000.) (T. Collins)
- 7N. **APPROVAL AND EXECUTION OF AN ENGINEERING DESIGN SERVICES SCOPE OF SERVICES AND TASK ORDER WITH ALAN PLUMMER AND ASSOCIATES, INC. FOR THE SOUTHSIDE WRF REUSE POND EXPANSION PROJECT DESIGN AND A DESIGN CONTINGENCY.** (Cost: Total Authorized to Date: \$0. This Approval Cost: \$549,437. Cumulative Total: \$549,437.) (A. Kardash)
- 7O. **APPROVAL AND EXECUTION OF A CITY OF ST. CLOUD HOUSING AND URBAN DEVELOPMENT CPF GRANT AGREEMENT NUMBER B-23-CP-FL-0430 SUBRECIPIENT AGREEMENT FOR THE HOPKINS PARK SEPTIC-TO-SEWER PROJECT.** (Cost: None) (M. Hewitt)
- 7P. **APPROVAL AND EXECUTION OF A CITY OF ST. CLOUD AND URBAN DEVELOPMENT CPF GRANT AGREEMENT NUMBER B-22-CP-FL-0264 SUBRECIPIENT GRANT AGREEMENT FOR THE SOUTH SIDE WATER RECLAMATION REUSE STORAGE POND EXPANSION PROJECT.** (Cost: None) (M. Hewitt)
- 7Q. **APPROVAL OF FUNDING FOR THE REIMBURSEMENT OF UTILITY UPSIZING COSTS IN THE EDGEWATER DEVELOPMENT AND DELEGATION TO THE CEO/EXECUTIVE DIRECTOR TO EXECUTE A REIMBURSEMENT AGREEMENT. APPROVAL OF ADDITIONAL FUNDING FOR A PREVIOUSLY BOARD APPROVED EDGEWATER UTILITY UPSIZING REIMBURSEMENT.** (Cost: Total Authorized to Date: \$0. This Approval Cost: \$1,888,142. Cumulative Total: \$1,888,142.) (C. Clough)
- 7R. **APPROVAL OF A LOW CONSTRUCTION BID FROM SANPIK, INC. FOR THE S. POINCIANA BLVD AND ROBERT MCLANE BLVD. GRAVITY SEWER REHABILITATION PROJECT. APPROVAL OF A CONSTRUCTION CONTINGENCY AND DELEGATION TO THE CEO/EXECUTIVE DIRECTOR TO EXECUTE THE CONSTRUCTION CONTRACT.** (Cost: Total Authorized to Date: \$0. This Approval Cost: \$1,313,809. Cumulative Total: \$1,313,809.) (L. Shields)



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- 7S. **APPROVAL OF THE RANKING FIRMS AND THE SELECTION OF THE TOP RANKED FIRM, AECOM TECHNICAL SERVICES, INC., TO PROVIDE CONSULTING SERVICES FOR THE SOUTH POINCIANA BOULEVARD TRANSMISSION MAIN PROJECT FROM CRESENT LAKES WAY TO SOUTH ORANGE BLOSSOM TRAIL. (Cost: None)**
(H. Sanchez)
- 7T. **APPROVAL TO PURCHASE THE ANNUAL VEHICLE REQUIREMENTS FROM THE STATE CONTRACT, FL. SHERIFF CONTRACT, GOV DEALS, ENTERPRISE FLEET, GEORGE GIDEON AUCTION, CITY OF TALLAHASSEE, TOHO BID OR OTHER PURCHASING METHOD THAT COMPLIES WITH TOHO'S PROCUREMENT MANUAL. (Cost: Not to Exceed \$5,012,000.) (J. Hall)**
- 7U. **APPROVAL AND EXECUTION OF SEPARATE AGREEMENTS WITH ENGINEERED SPRAY SOLUTIONS LLC, GML COATINGS LLC AND INSITUFORM TECHNOLOGIES LLC FOR MANHOLE, WET WELL STRUCTURE SEALING, COATING AND LINING SERVICES. (Cost: Total Authorized to Date: \$0. This Approval Cost: \$3,990,000. Cumulative Total: \$3,990,000.) (T. Noyes)**
- 7V. **APPROVAL AND EXECUTION OF PBA-25-031 AGREEMENT WITH SUNBELT RENTALS FOR EQUIPMENT AND TOOL RENTAL SERVICES. (Cost: Total Authorized to Date: \$0. This Approval Cost: \$800,000. Cumulative Total: \$800,000.) (J. Rodriguez)**
- 7W. **APPROVAL AND EXECUTION OF RFP-25-005 AGREEMENT WITH BCI TECHNOLOGIES, GENERAL CONTROL SYSTEMS INC, INFRAMARK LLC, MCKIM & CREED INC. AND REVERE CONTROL SYSTEMS, LLC FOR INSTRUMENTATION AND CONTROL SERVICES. (Cost: Total Authorized to Date \$0. This Approval Cost: \$3,000,000. Cumulative Total: \$3,000,000.) (J. Rodriguez)**
- 7X. **APPROVAL AND EXECUTION OF THE FIRST AMENDMENT TO AGREEMENT WITH CJ'S SALES AND SERVICE FOR GENERATOR MAINTENANCE SERVICES (IFB-23-145). (Cost: Total Authorized to Date: \$824,000. This Approval Cost: \$415,000. Cumulative Total: \$1,239,000.) (J. Rodriguez)**
- 7Y. **APPROVAL AND EXECUTION OF THE SECOND AMENDMENT TO AGREEMENT WITH INSITUFORM FOR**



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CURED IN PLACE PIPE SERVICES (CIPP) (PBA-24-113).
(Cost: Total Authorized to Date: \$250,000. This Approved
Cost: \$600,000. Cumulative Total: \$850,000.) (J. Leslie)

7Z. **APPROVAL AND EXECUTION OF SECOND AMENDMENT
WITH ST. CLOUD WELDING AND FABRICATION, INC. FOR
WELDING SERVICES (IFB-23-076).** (Cost: Total Authorized
to Date: \$265,000. This Approval Cost: \$165,000. Cumulative
Total: \$430,000.) (J. Rodriguez)

7AA. **APPROVAL OF A CONSTRUCTION MANAGEMENT AT
RISK AGREEMENT WITH PCL CONSTRUCTION FOR
CYPRESS WATER RECLAMATION FACILITY CLARIFIERS
REHABILITATION PROJECT.** (Cost: Total Authorized to
Date: \$0. This Approval Cost: \$569,140. Cumulative Total:
\$569,140.) (H. Sanchez)

7AB. **APPROVAL AND EXECUTION OF IFB-25-014
AGREEMENT WITH NATIONAL METERING SERVICES,
INC FOR WATER METERS AND METER TRANSMITTAL
UNITS (MTU'S/AMIS) CHANGE OUTS.** (Cost: Total
Authorized to Date: \$0. This Approval Cost: \$3,315,900.
Cumulative Total: \$3,315,900.) (H. Havey)

7AC. **APPROVAL OF A CONSTRUCTION MANAGEMENT AT
RISK AGREEMENT WITH PCL CONSTRUCTION FOR
CYPRESS WEST RECLAMATION FACILITY
INSTALLATION OF A MECHANICAL SCREEN PROJECT.**
(Cost: Total Authorized to Date: \$0. This Approval Cost:
\$1,711,616. Cumulative Total: \$1,711,616.) (H. Sanchez)

7AD. **APPROVAL TO WAIVE TOHO'S COMPETITIVE BIDDING
PROCESS AND TO DELEGATE CONTRACT
NEGOTIATION AND EXECUTION TO THE
CEO/EXECUTIVE DIRECTOR FOR THE REPLACEMENT
OF THE MARIGOLD 14-INCH WASTEWATER FORCE MAIN
AT CYPRESS PARKWAY.** (Cost: Total Authorized to Date:
\$720,500. This Approval Cost: \$1,200,000. Cumulative Total:
\$1,920,500) (G. Eversole)

**Motion to approve Consent Agenda items, made by Secretary White. Motion
was seconded by Supervisor Lizasuain. Motion passed 6-0.**

8. **Informational presentations:** None.

9. **Unfinished Business:**



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- 9A. **APPROVAL AND EXECUTION OF NEW GENERAL COUNSEL CONTRACT WITH JAD BREWER FOR THE GENERAL COUNSEL POSITION.** (Cost: Annual Salary of \$235,000 plus benefits, including a \$550 monthly vehicle allowance) (K. Rentz) GC Cotter introduced Jad Brewer as present for the meeting, reiterated the consensus that it is a fair contract, and recommended approval. Jad Brewer was welcomed aboard by Toho Board Members.

Motion to approve the New General Counsel Contract was made by Vice Chair Ketchum. Motion seconded by Supervisor Askew. Motion passed 6-0.

10. New business:

- 10A. **APPROVAL OF TOHO FY26 SPECIAL DISTRICT GOALS** (Cost: None) (H. Havey) Catrina Murillo presented the update to Toho's FY26 special district goals. There was no discussion.

Motion to approve the Toho FY26 Special District Goals, as presented by Catrina Murillo, made by Secretary White. Motion seconded by Vice Chair Ketchum. Motion passed 6-0.

11. Staff reports:

- 11A. **CUSTOMER ADJUSTMENTS BETWEEN \$10K - \$50K.** (Cost: This one (1) Request \$10,775.96) (H. Havey)
- 11B. **MONTHLY FINANCIAL & STATISTICAL REPORT** (Cost: None) (T. Villarosa)
- 11C. **INFRASTRUCTURE EMERGENCY REPAIR STATUS** (Cost: None) (M. Chavez)
- 11D. **ASSETS AND INFRASTRUCTURE CAPITAL PROJECT CONTINGENCY STATUS REPORT.** (Cost: None) (M. Chavez)

12. Comments:

Board Officials – Comm. Grieb received a communication from a Neptune resident who had not been asked to connect to Toho Water, while some neighbors did connect. Should there be a better way to communicate with residents in these road widening/similar projects? CEO Delegate Chuck Weber will review the process.

Executive Director – Toho and City of Kissimmee are and shall remain separate insured entities, related to needs of insurance providers. Challenges continue with water main breaks, with four breaks in one day – all contractor related. Toho attempts to work with contractors to address this problem (Example given of a cross-connection on Poinciana Blvd, which was protected by a closed valve, so there were no public health issues). PR successes: Friday night game of the week went really



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well, lots of connections with customers. Movie in the Park is another community event upcoming. Safety Culture App works well, especially with vehicle inspections. **General Counsel** – Tony Cotter, GC, announced that this was his last Toho Board meeting; he was proud of the fabulous Legal team at Toho and really happy with the board's selection of a new General Counsel, Jad Brewer, and looked forward to all that Jad will bring to the team. Whole Board appreciated Tony Cotter's contributions to Toho and the Board of Supervisors and wished him well in future plans.

13. Upcoming events:

Imagine a Day Without Water	10/16
Game of the Week - @Gateway vs Poinciana	10/17
Touch a Truck event	10/18
Game of the Week - @Poinciana vs Liberty	10/24
Boo! On Broadway	10/24
Tohovsary – 22 years	10/31
Toho Movie in the Park – The Lorax	11/7
Osceola Magic Opening Night	11/7
Pioneer Day	11/8
Veterans Day Parade	11/8
World Toilet Day	11/19
GIS Day	11/19

14. Adjournment:

There being no further business to come before the Board, the meeting was adjourned at 5.10pm pm by Chairman Thacker.

Approved:

Henry Thacker, Chairman

Attest:

Tom White, Secretary
