For everyone’s safety, in-person public access to this Regular Toho Water Authority Board Meeting will be limited. This meeting will also be available virtually.

The Toho Water Authority (TohoWater) Board of Supervisors will hold a regular Board meeting at 5 p.m. on Wednesday, February 9, 2022.

Due to social distancing practices in response to the COVID-19 pandemic, limited seating will be available for the public. Social distancing and safety measures will be enforced. Facial coverings will be required at all times, with the exception of when an individual is at the podium addressing the Board or while seated on the dais. Board Room audience seating will be limited to approximately twenty socially distanced seats. Public seating in the Board Room will be subject to reservations made at least 24-hours in advance of the meeting, with additional seating available in the lobby on a first-come, first-serve basis. Those wishing to request a reservation for in-person attendance at the Board meeting, please email a request to tohoattend@tohowater.com with your name and phone number or contact and leave a message with Elise Porter at (407-944-5130).

Additional seating shall be subject to approved capacity. In addition to in-person attendance, members of the public may also attend 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. For members of the public participating by phone or Internet, an opportunity to be heard will be provided during the Hear the Audience comment portion of the meeting.

Those interested in attending by phone can do so by dialing 1-650-429-3300 then entering the access code: 2633 435 4983.

Instructions to attend via the Internet shall be as set forth below.
Join from the meeting link
https://tohowater.webex.com/tohowater/j.php?MTID=mf34ed4b427be43adb470e7dc52d52f04

Join by meeting number
Meeting number (access code): 2633 435 4983
Meeting password: February2022

Tap to join from a mobile device (attendees only)
+1-650-429-3300,,26334354983## Call-in toll number (US/Canada)

Join by phone
+1-650-429-3300 Call-in toll number (US/Canada)
Global call-in numbers

Join from a video system or application
Dial 26334354983@tohowater.webex.com
You can also dial 173.243.2.68 and enter your meeting number.

Join using Microsoft Lync or Microsoft Skype for Business
Dial 26334354983.tohowater@lync.webex.com
TohoWater Board of Supervisors’ Meeting

Date and Time:  February 9, 2022 5:00PM

Board Members and Executive Staff:

Hector Lizasuain - Chair
Domingo Sanchez - Vice Chair
William "Bill" Land - Secretary
Henry Thacker - Supervisor
Jim Swan - Supervisor
Cheryl Grieb - Ex-Officio Board Member - Osceola County
Jim Fisher - Ex-Officio Board Member - City of Kissimmee
Rick Wilson - Ex-Officio Board Member - Polk County
Todd P. Swingle - Executive Director
Anthony Cotter - General Counsel
Elise Porter - Executive Assistant

In accordance with Florida Statutes 286.0105: Any person wishing to appeal any decision made by the Board of Supervisors 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.

In accordance with Florida Statute 286.26: Any person needing assistance to participate in any of these proceedings should contact the office of the Executive Director at 407-944-5130 or via email at eporter@tohowater.com, prior to the meeting.
1. Meeting called to order

2. Moment of Silent Reflection and Pledge of Allegiance

3. Approval of the Agenda

4. Awards and Presentations:

5. Public Hearing:

6. Hear the Audience

7. Consent Agenda:

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 Toho Water Authority Board of Supervisors’ Regular Meeting Minutes from January 12, 2022 (Cost: None) (Porter)

7B. Request approval of Toho Water Authority Board of Supervisors’ Regular and Workshop Meeting Minutes from January 19, 2022 (Cost: None) (Porter)

7C. Request approval for Customer Adjustment (Cost: Adjustment in the amount of $25,043.67) (Hewitt)

7D. Request approval of a Third Amendment to Agreement with Intuition Systems, Inc. D/B/A Bill2Pay, LLC (RFP-17-072) (Cost: Total not-to-exceed $3,270,000.00 for the term of the agreement) (Sledge)

7E. Request approval of First Amendment to Split Oak Developer’s Service Agreement between Pulte Home Company, LLC and Toho Water Authority (Cost: None) (Anthony)

7F. Request approval of Whitemarsh Cove Developer’s Service Agreement between Orlando Reunion Development and Toho Water Authority (Cost: None) (Anthony)
7G. Request approval of an Addendum with Hazen and Sawyer for the 160-acre site alternative water supply project (RFQu-21-018) (Cost: Additional cost of $4,059,238, with a contingency request of $500,000.00 for a not-to-exceed total cost of $5,925,541.00) (Zhou)

7H. Request approval of the Third Amendment to the Agreement with Risk Solutions International, LLC (RSI) for Business Continuity Plan automation annual software renewal (BW-17-115) (Cost: $14,500.00 for the annual software for a not-to-exceed total amount of $126,500.00 for the term of the Agreement) (Sledge)

7I. Request approval of the First Amendment to the Agreement with Northeast II Inc., D/B/A TC Delivers for Printing of Statement, Delinquent Notices, and Mail Services (BW-21-082) (Cost: $186,000.00 annual cost and a not-to-exceed total of $373,000.00 for the term of the Agreement) (Sledge)

7J. Request approval of an additional contingency request for Tetra Tech's existing Celebration Force Main Replacement Scope of Engineering Services (Cost: Additional $10,000.00) (Matos)

7K. Request approval of Scope of Services with Tetra Tech for the Sunbridge Development Water Reclamation Facility Construction Management Services (Cost: $520,719.00 with proposed RPR cost sharing reimbursement from Tavistock. The net cost to Toho is $310,119.00 following Tavistock’s reimbursement to Toho. Staff requests approval of a $50,000.00 contingency) (Pelham)

7L. Request approval of a First Amendment to the Agreement with Penn Credit Corporation for Collection Agency Services (IFB-19-017) (Cost: None) (Sledge)

7M. Request approval of the Agreement with Hawkins Water Treatment Group, Inc., for the supply and delivery of Corrosion Inhibitor (IFB-22-017) (Cost: $70,000.00 per year for the two-year term plus a 20% contingency in the amount of $14,000.00 to be used for unforeseen circumstances for a not-to-exceed cost of $154,000.00 for the term of the Agreement.) (Sledge)

7N. Request approval of the Construction Contract Award to Prime Construction Group for the LS 97 Formosa Gardens Gravity Sewer Rehabilitation Project (IFB-22-015) (Cost: $4,738,934.00 plus a contingency in the amount of $473,890.00 for a not-to-exceed total of $5,212,824.00) (Noyes)
7O. Request approval of Second Amendment to Agreement with Florida Armature Works for repair services for pumps, motors, and other equipment (RFP-20-123) (Cost: Additional $515,000.00 plus a contingency in the amount of $103,000.00 for a not-to-exceed total of $2,118,000.00 for the term of the Agreement) (Sledge)

7P. Item pulled.

7Q. Item pulled.

7R. Request approval of amended and restated water and wastewater Developer’s Service Agreement between Toho Water Authority and Wal-Mart Stores East, L.P. (Cost: None) (Cotter)

7S. Request approval to support Osceola County’s EDA Build Back Better Regional Challenge Phase 2 Grant Application as a Co-Applicant and Delegate to the Executive Director Authority to execute and such documents as required as a co-applicant (Cost: None at this time) (Pelham)

7T. Request approval of an Addendum with Chen Moore and Associates for Final Design Services for the South Bermuda Parkway Reuse Interconnect and Toho Reservoir Effluent Pipeline Project (RFQu-21-047) (Cost: Routing study $153,500.00, final design scope of services $3,028,452.00, requested contingency $100,000.00, total request not-to-exceed $3,281,952.00, planning level construction cost estimate for the pipeline is $27,000,000.00) (Ratliff)

7U. Request approval of an Addendum with Stantec Consulting Services for the Utility Distribution and Collection System Extensions Program and Agreements Management Services (Cost: Additional task authorization of $462,360.00 for a total current contract authorization of $818,553.00) (Fogarty)

7V. Request approval of Maronda Homes – Contribution in Aid of Construction (CIAC) Reimbursement (Cost: $150,635.03 for both streets to be funded by budgeted Contribution in Aid of Construction (CIAC) funds) (Biron)

7W. Request approval of the Construction Contract Award to Garney Companies, Inc for the LS 35 Lake Front Phase 1 Gravity Sewer Rehabilitation Project (IFB-22-025) (Cost: $6,501,805.00 plus a contingency in the amount of $975,000.00 for a not-to-exceed total of $7,476,805.00) (Noyes)

7X. Request approval of Barnes, Ferland, and Associates Inc., Scope of Design Services for Oak Street and John Young Parkway
intersection improvements project (Cost: $94,277.02 plus a $15,000 design contingency for a not-to-exceed total of $109,277.02) (Matos)

7Y. Request approval of the First Amendment to the Agreement with Wiring Technologies Inc., for the voice, video, data, and security cabling installation, maintenance, and repair services (RFP-19-041) (Cost: Additional $171,000.00 for two-year term, for a not-to-exceed total of $291,000.00 for the term of the Agreement) (Sledge)

7Z. Request approval of a continuing Contract for Manhole, Wet Well, and Structure Sealing, Coating and Lining Services (IFB-19-086) additional funding request (Cost: $1,300,000.00) (Noyes)

7AA. Request approval of Customer Information System Version 4 Upgrade (SS-22-020) (Cost: $308,000.00 plus a contingency in the amount of $30,800.00 for the total not-to-exceed amount of $338,800.00 for the term of the Agreement) (Sledge)

8. Informational presentations:

8A. Quarterly Financial Summary (Henderson)

8B. Water Treatment Plant Site Updates (Zhou)

9. Unfinished business:

10. New business:

10A. Expanding Engineering Resources and Preparing for the Future (Cost: Cost savings of up to $1.8 million per year. Short term operating cost impact of up to $160k) (Fogarty)

10B. Direction to negotiate Land Swap and Purchase and Sale Agreement; surplus of Toho Property (Cost: None at this time) (Cotter)

10C. Request approval of an Interlocal Agreement between the City of St. Cloud and Toho Water Authority relating to the management of the St. Cloud Water, Wastewater, and Reclaimed Water Utility System (Cost: Refer to Financial Analysis Memo) (Cotter)
11. **Staff reports:**

11A. Toho Assistance Program (TAP) Update (Cost: Budgeting Funding for FY22 $150,000.00) (Sweeney)

11B. Construction Contract Award Update for the Bill Beck Boulevard Extension Project (Cost: $778,410.00 plus a contingency in the amount of $100,000.00 for a not-to-exceed total of $878,410.00) (Matos)

11C. Gravity Sewer, Force Main, and Water Main Emergency Repair Status (Pelham)

11D. Water Conservation Report Q1 FY22 (Tilley)

11E. Quarterly Agreements and Surcharge Report thru December 31, 2021 (Henderson)

12. **Comments:**

Board Officials  
Executive Director  
General Counsel

13. **Upcoming events:**

- February 1-28, 2022  Black History Month
- February 13, 2022  Kissimmee 5K
- February 14, 2022  Valentine’s Day
- February 18, 2022  Rodeo Day
- February 20-26, 2022  Engineers’ Week
- March 1-31, 2022  Women’s History Month
- March 5, 2022  Dine with the Departed
- March 9, 2022  Toho Water Authority Board Meeting