



951 Martin Luther King Boulevard, Kissimmee, FL

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**Board of Supervisors
Regular Meeting Minutes
Wednesday January 21, 2026**

<p>Present:</p> <p>Chairman - Henry Thacker Vice Chairman – Rayelynn Ketchum Assistant Secretary – Dave Askew Supervisor - Hector Lizasuain Supervisor – Jeremy Fetzer</p>	<p>Executive Director – Todd P. Swingle General Counsel – Jad Brewer</p> <p>Ex Officio Board Members: City of St Cloud - Kolby Urban City of Kissimmee - Angela Eady</p>
<p>Absent: Secretary – Tom White, Supervisor – vacant (Polk), Ex Officio Board Members: Osceola County - Cheryl Grieb, Polk County – Becky Troutman</p>	

1. Meeting called to order by: **Chairman Thacker at 5.00pm.**
2. **Moment of Silent Reflection and Pledge of Allegiance** led by **Chairman Thacker.**
3. **Approval of the Agenda**

Motion to approve the Agenda, made by Assistant Secretary Askew. Motion seconded by Vice Chair Ketchum. Motion passed 5-0.
4. **Awards and Presentations: None**
5. **Public Hearing: None**
6. **Hear the Audience:**

Meeting floor was opened to 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 TOHO BOARD MEETING MINUTES OF DECEMBER 17, 2025** (Cost: None) (A. Smith)
 - 7B. **APPROVAL OF JANUARY 2026 ASSET DISPOSAL** (Cost: None) (M. Mzee)
 - 7C. **APPROVAL AND EXECUTION OF A DESIGN SCOPE OF SERVICES AND TASK AUTHORIZATION WITH CPH CONSULTING, LLC. FOR PHASE 2 16-INCH FORCE MAIN FROM SIMPSON ROAD TO THE PARKWAY**



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WATER RECLAMATION FACILITY. (Cost: Total Authorized to Date: \$146,039.50. This Approval Cost: \$252,061.93. Cumulative Total: \$398,101.43) (C. VanFossen)

- 7D. **APPROVAL AND EXECUTION OF A DEVELOPER'S SERVICE AGREEMENT WITH W1 PROPERTY HOLDINGS LLC FOR EDGEWATER ED 7 PHASE 1 AND 2 ROADWAY EXTENSION** (Cost: Total Authorized to Date: \$0. This Approval Cost: \$504,000. Total Request: \$504,000) (C. Clough)
- 7E. **APPROVAL OF A DEVELOPER'S SERVICE AGREEMENT STANDARD SPECIAL CONDITION DELEGATION TO THE CEO/EXECUTIVE AND APPROVAL AND EXECUTION OF A FIRST AMENDMENT TO TOHOPEKALIGA WATER AUTHORITY WATER, REUSE, AND WASTEWATER SYSTEM DEVELOPER'S SERVICE AGREEMENT WITH AMERACENTER, LLC ADDING THE SPECIAL CONDITION.** (Cost: None) (V. Vargus)
- 7F. **APPROVAL AND EXECUTION OF PBA-26-017 AGREEMENT WITH UNIFIRST CORPORATION FOR UNIFORMS WITH RELATED PRODUCTS AND SERVICES** (Cost: Total Authorized to Date: \$0. This Approval Cost: \$400,000. Cumulative Total: \$400,000) (D. Vedner)
- 7G. **APPROVAL AND EXECUTION OF IFB-26-004 AGREEMENT WITH ODYSSEY MANUFACTURING COMPANY FOR SUPPLY AND DELIVERY OF SODIUM HYPOCHLORITE** (Cost: Total Authorized to Date: \$0. This Approval Cost: \$13,500,000. Cumulative Total: \$13,500,000.) (D. Vedner)
- 7H. **APPROVAL AND EXECUTION OF PBA-26-013 AGREEMENT WITH CUMMINS INC, FOR THE PROVISION OF ELECTRICAL ENERGY POWER GENERATION EQUIPMENT WITH RELATED PARTS, SUPPLIES AND SERVICES** (Cost: Total Authorized to Date: \$0. This Approval Cost: \$2,000,000. Cumulative Total: \$2,000,000) (J. Rodriguez)
- 7I. **APPROVAL AND EXECUTION OF PBA-26-015 AGREEMENT WITH THOMPSON PUMP AND MANUFACTURING COMPANY, INC, FOR THE PURCHASE OF LIFT STATIONS PUMPS** (Cost: Total Authorized to Date: \$0. This Approval Cost: \$1,500,000. Cumulative Total: \$1,500,000) (J. Rodriguez)
- 7J. **PULLED**
- 7K. **APPROVAL AND EXECUTION OF SECOND AMENDMENT TO LEACHATE DISPOSAL AGREEMENT WITH WASTE CONNECTIONS OF OSCEOLA COUNTY, LLC** (Cost: None) (C. Weber)
- 7L. **PULLED**



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- 7M. **APPROVAL AND EXECUTION OF FIRST AMENDMENT TO AGREEMENT AND EASEMENT CONCERNING DELIVERY AND USE OF TREATED EFFLUENT WITH DUKE ENERGY FLORIDA, LLC** (Cost: None) (C. Weber)
- 7N. **APPROVAL FOR THE CEO/EXECUTIVE DIRECTOR TO NEGOTIATE AND EXECUTE A UTILITY WORK BY HIGHWAY CONTRACTOR WITH THE FLORIDA DEPARTMENT OF TRANSPORTATION FOR THE MOVING I4 FORWARD – SEGMENT 2 IMPROVEMENTS PROJECT.** (Cost: None) (S. Denzler)
- 7O. **APPROVAL AND EXECUTION OF A DEVELOPER’S SERVICE AGREEMENT WITH THE CITY OF KISSIMMEE AND JR. DAVIS CONSTRUCTION COMPANY, INC. FOR THE JR. DAVIS MAINTENANCE BUILDING PROJECT.** (Cost: None) (M. Abouelkheir)

CEO Swingle pulled item 7G to clarify a scrivener’s error. The Memo and all Attachments are correct in the Agenda Pack, but the item as listed on the agenda cover, did not include the final three digits on ‘cost’, showing an incorrect cost element.

Motion to approve item 7G, with the corrected cover sheet entry for total cost, was made by Vice Chair Ketchum. Motion was seconded by Supervisor Fetzer. Motion passed 5-0

Motion to approve Consent Agenda items, excluding item 7G, made by Supervisor Lizasuain. Motion was seconded by Supervisor Fetzer. Motion passed 5-0.

8. Informational presentations:

- 8A. **SCADA PRESENTATION** (Cost: None) (J. Rodriguez)

Kevin Beggy gave an update and modernization efforts over the past year, including projects, improvement and how SCADA fits into the long-term strategy. SCADA modernization is underway currently as a strategic investment in the future. Capital cost outlay and annual costs were discussed. Board appreciated the great presentation; CEO Swingle emphasized the team’s in-house lower cost approach and their proactive presentation of the modernization options.

9. Unfinished Business:

- 9A. **REQUEST FOR AUTHORIZATION TO FILE PETITION FOR TIME EXTENSION, ADMINISTRATIVE HEARING AND/OR PETITION FOR DECLARATORY STATEMENT RELATING TO FDEP FINAL ORDER LAKE OKEECHOBEE BMAP** (Cost: Estimated to be under \$100,000) (A. Cotter)

CEO Swingle followed on from last month’s presentation, related to the BMAP



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effects on Toho, with this nutrient removal requirement. Following a recent meeting with DEP, identifying a potential resolution framework. Toho reiterated to DEP that we are not aiming to solely reduce costs, protecting the environment is a priority. Once the BMAP is updated, Toho will actively participate in supporting nutrient reduction. DEP are willing to work with Toho on pertaining timetables and possible funding/grant discussions. If no response from DEP received, we will either ask for an Extension or require a Special Meeting of this Board.

Motion to authorize the CEO in consultation with the Board Chair to file time extension(s), petition for administrative hearing, and/or petition for declaratory statement relating to FDEP final order Lake Okeechobee Basin Management Action Plan or withdraw any further actions on behalf of Toho subject to resolution generally consistent with the potential resolution, was made by Assistant Secretary Askew. Motion seconded by Supervisor Fetzer. Motion passed 5-0.

10. New business:

- 10A. **CUSTOMER SETTLEMENT – HOLIDAY INN VACATION CLUB** (Cost: \$481,519.71) (J. Towns)

Chief Stakeholder Services, Heather Havey, presented to request a large customer adjusting from commercial retail to class B bulk rate, detailing the history of the account. Customer Service process documents have been updated to avoid this situation in future, added extra training for staff and implemented clearer reporting or rates applied.

Motion to approve a settlement in the amount of \$481,519.71 with Holiday Inn Orange Lake relative to their Reclaim bills between April and September 2025 was made by Supervisor Fetzer. Motion was seconded by Supervisor Lizasuain. Motion passed 5-0.

11. Staff reports:

- 11A. **MONTHLY FINANCIAL & STATISTICAL REPORT** (Cost: None) (T. Villarosa)
- 11B. **CUSTOMER ADJUSTMENTS BETWEEN \$10K - \$50K.** (Cost: This (1) request: \$13,055.52) (H. Havey)
- 11C. **HUMAN RESOURCES – ANNUAL REVIEW: JANUARY – DECEMBER 2025** (Cost: None) (A. Lavoie)
- 11D. **PUBLIC RELATIONS QUARTERLY REPORT FOR OCTOBER – DECEMBER 2025** (Cost: None) (M. Grayson)
- 11E. **BOARD NOTIFICATION OF EMERGENCY MANHOLE REPLACEMENT AT SIESTA LAGO.** (Cost: Total Authorized to Date: \$300,000. This Approval



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Cost: \$0. Cumulative Total: \$300,000) (J. Leslie)

11F. **BOARD NOTIFICATION OF EMERGENCY PURCHASE OVER \$100,000 – JOHN YOUNG PARKWAY WATER MAIN BREAK** (Cost: Total Authorized to Date: \$150,000. This Approval Cost: \$0. Cumulative Total: \$150,000) (J. Leslie)

11G. **INFRASTRUCTURE EMERGENCY REPAIR STATUS** (Cost: None) (M. Chavez)

12. Comments:

Board Officials – no comments.

Executive Director – working through the upgrade of St Cloud CIS, transferring into a single service. This has been slightly delayed but upgrading to V4 CIS system anticipated in late February. Zero reportable safety incidents in December, two months in the last year (not happened in the prior five years). High visible uniforms are an idea of the discussions our teams are having in the field. Builders Association invited other utilities, but Toho attended and were invited back to discuss our efficiency programs at a later date. Staff responded in excellent manner to the recent force main break at Dyer Blvd, conducting pressure tests and completing a safe transition over a three-day window. The cross-functional emergency escalation process is working extremely well in supporting these incidents, managed by Director of Public Relations, Caitlin Dineen.

General Counsel – No comments.

13. Upcoming events:

14. Adjournment:

There being no further business to come before the Board, the meeting was adjourned at 5.37pm by Chairman Thacker.

Approved:

Henry Thacker, Chairman

Attest:

Rayelynn Ketchum, Vice Chairman
