



951 Martin Luther King Boulevard, Kissimmee, FL
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**Board of Supervisors
Regular Meeting Minutes
Wednesday May 13, 2026**

Present:

Chairman - Henry Thacker
Secretary – Tom White
Assistant Secretary – Dave Askew
Supervisor – Lita Epstein
Supervisor – Jeremy Fetzer

Executive Director – Todd P. Swingle
General Counsel – Jad Brewer
Ex Officio Board Members:
Osceola County - Cheryl Grieb

Absent: Vice Chairman – Rayelynn Ketchum
Supervisor - Hector Lizasuain
Ex Officio Board Member for City of St Cloud - Kolby Urban
Polk County – Becky Troutman City of Kissimmee - Angela Eady

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 Supervisor Fetzer. Motion seconded by Supervisor Askew. Motion passed 5-0.
4. **Awards and Presentations:**
 - 4A. **FLORIDA WATER REUSE WEEK 2026 PROCLAMATION** (Cost: None) (C. Dineen)

This proclamation recognizes Florida Water Reuse Week and the importance of reclaimed water in conserving Florida’s freshwater supplies. Toho Water Authority supports these efforts by producing more than 36 million gallons of reclaimed water daily for irrigation and groundwater recharge. Approval reaffirms the Board’s commitment to conservation and sustainable water management.

Motion to approve the Proclamation, made by Supervisor Fetzer. Motion seconded by Supervisor Askew. Motion passed 5-0.
 - 4B. **FWEA AWARDS RECEIVED BY TOHO’S WATER RECLAIM FACILITIES** (Cost: None) (A. Smith)

Each year, the Florida Water Environment Association and Water Environment Federation recognize outstanding achievements in the water



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industry. At the 2026 FWRC Awards Luncheon on April 29, Toho Water Authority received nine FWEA Awards for utility management, treatment performance, reuse programs, and safety across multiple Water Reclamation Facilities. Staff representing the awarded facilities attended the Board meeting to accept the awards on behalf of their teams.

Motion to approve the FWEA Awards, made by Supervisor Fetzter. Motion seconded by Supervisor Askew. Motion passed 5-0.

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 TOHO BOARD MEETING MINUTES OF APRIL 8, 2026 (Cost: None) (A. Smith)

7B. APPROVAL OF MAY 2026 ASSET DISPOSAL (Cost: None) (R. Henderson)

7C. APPROVAL AND EXECUTION OF A DESIGN SCOPE OF SERVICES AND TASK AUTHORIZATION WITH CPH CONSULTING, LLC. FOR THE CYRILS DRIVE REUSE JUMPER CONVERSIONS PROJECT. (Cost: Total Authorized to Date: \$0. This Approval Cost: \$286,127.42. Cumulative Total \$286,127.42) (C. VanFossen)

7D. APPROVAL AND EXECUTION OF A TOHOPELALIGA WATER AUTHORITY WATER, REUSE, AND WASTEWATER SYSTEM DEVELOPER'S SERVICE AGREEMENT WITH W1 PROPERTY HOLDINGS, LLC, FOR THE EDGEWATER ED7 PHASE 1 & 2 RESIDENTIAL DEVELOPMENT. (Cost: None) (A. Haney)

7E. APPROVAL OF THE RANKING OF FIRMS AND THE SELECTION OF THE TOP RANKED FIRM, TETRA TECH, INC., TO PROVIDE CONSULTING SERVICES FOR THE SOUTHSIDE WATER RECLAMATION FACILITY EXPANSION. (Cost: None) (G. Eversole)

7F. APPROVAL AND EXECUTION OF AGREEMENT PBA-22-002-R1 WITH CALGON CARBON CORPORATION, FOR GRANULAR ACTIVATED CARBON (Cost: Total Authorized to Date: \$0. This Approval Cost: \$350,000. Cumulative Total: \$350,000) (D. Vedner)

7G. APPROVAL AND EXECUTION OF CONSULTING SCOPE OF SERVICES



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AND TASK AUTHORIZATION WITH CAROLLO ENGINEERS, INC. FOR CORROSION CONTROL STUDIES (Cost: Total Authorized to Date: \$0. This Approval Cost: \$312,282. Cumulative Total: \$312,282) (J. Farrell)

7H. APPROVAL AND EXECUTION OF IFB-26-015 AGREEMENT WITH IN-DEPTH, INC. FOR GST INSPECTION, CLEANING AND MAINTENANCE (Cost: Total Authorized to Date: \$0. This Approval Cost: \$2,000,000. Cumulative Total: \$2,000,000) (D. Vedner)

7I. INTERLOCAL AGREEMENT GRANTING TOHOPEKALIGA WATER AUTHORITY AN IRREVOCABLE RIGHT TO PROVIDE POTABLE WATER, WASTEWATER, AND RECLAIMED WATER SERVICES WITHIN CERTAIN UNINCORPORATED AREAS OF POLK COUNTY, FLORIDA (Cost: None) (R. Alfonso)

7J. APPROVAL AND EXECUTION OF AN ENGINEERING DESIGN SERVICES TASK ORDER WITH TETRA TECH, INC. FOR THE DESIGN OF LILLIAN LEE ROAD - NORA TYSON ROAD FORCE MAIN IMPROVEMENTS, AND WASTEWATER LIFT STATION S56 CAPACITY EVALUATION. (Cost: Total Authorized to Date: \$0. This Approval Cost: \$463,238. Cumulative Total: \$463,238) (H. Sanchez)

7K. OVERPAYMENT CREDIT ADJUSTMENT ON TEN COMMERCIAL ACCOUNTS (Cost: Total Credit Adjustment: \$136,219.96. Requested Credit Adjustment: \$57,364.25) (C. Munoz)

7L. ACLARA RENEWAL FOR MAINTENANCE AND SUPPORT (Cost: Total Authorized to Date: \$0. This Approval Cost: \$300,204. Cumulative Total: \$300,204) (H. Havey)

7M. APPROVAL OF AN ADDITIONAL FUNDING FOR THE PIGGYBACK AGREEMENT BETWEEN TOHOPEKALIGA WATER AUTHORITY AND CATHCART CONSTRUCTION COMPANY FLORIDA, LLC. REGARDING PROVISION OF: CITYWIDE INFRASTRUCTURE POTABLE, SANITARY, RECLAIMED, & STORMWATER WITH SITE RESTORATION (ARPA). (Cost: Total Authorized to Date: \$4,600,000. This Approval Cost: \$2,000,000. Cumulative Total: \$6,600,000) (L Austin)

7N. DELEGATION TO THE EXECUTIVE DIRECTOR AUTHORITY TO NEGOTIATE AND EXECUTE A PIGGYBACK AGREEMENT BETWEEN TOHOPEKALIGA WATER AUTHORITY AND CATHCART CONSTRUCTION COMPANY-FLORIDA, LLC. REGARDING PROVISION OF: CITYWIDE INFRASTRUCTURE POTABLE, SANITARY, RECLAIMED, & STORMWATER WITH SITE RESTORATION (ARPA) FOR EMERGENCY CONTRACT WORK. (Cost: Total Authorized to Date: \$0. This Approval Cost: \$5,000,000. Cumulative Total: \$5,000,000) (L. Austin)

7O. APPROVAL OF A SURFICIAL WELL DEVELOPER'S SERVICE



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AGREEMENT STANDARD SPECIAL CONDITION DELEGATION TO THE CEO/EXECUTIVE DIRECTOR AND EXECUTION OF A TOHOPEKALIGA WATER AUTHORITY WATER, REUSE, AND WASTEWATER SYSTEM DEVELOPER'S SERVICE AGREEMENT WITH PALMETTO POINCIANA-PINE STREET, LLC. FOR A DOLLAR GENERAL PROJECT. (Cost: None) (L. Bird)

7P. APPROVAL AND EXECUTION OF AN ENTERPRISE AGREEMENT WITH ESRI, INC. FOR THE PROCUREMENT OF GIS SOFTWARE (Cost: Total Authorized to Date: \$0. This Approval Cost: \$750,000. Cumulative Total: \$750,000) (M. Rios)

7Q. APPROVAL OF DELEGATION FOR NEGOTIATION AND EXECUTION OF RENEWAL SERVICE ORDER FOR ENERGAGE 12-MONTH TERM FOR ANNUAL INSIGHTS SUBSCRIPTION FEE. (Cost: Total Authorized to Date: \$29,263. This Approval Cost: \$12,125.47. Cumulative Total: \$41,388.47) (K. Rentz)

7R. APPROVAL AND EXECUTION OF A TERM SHEET RELATED TO TOHO UTILITIES IN THE VOYAGER AVENUE PHASE I PROJECT ALIGNMENT SOUTH OF CYRILS DRIVE (Cost: None) (R. Biron)

7S. APPROVAL OF CUSTOMER ADJUSTMENT RELATED TO 700 9th STREET, ST. CLOUD (Cost: Total Authorized to Date: \$0.00, This Approval Cost: \$1,308.33. Cumulative Total: \$1,308.33) (H. Havey)

Motion to approve Consent Agenda items, made by Supervisor Fetzer. Motion was seconded by Secretary White. Motion passed 5-0.

8. Informational presentations:

8A. WATER QUALITY UPDATE (Cost: None) (C. Weber)

Chuck Weber, Chief Operations Officer, presented a systemwide water quality update focused on regulatory planning, prevention, and improved response efforts. Staff reported enhanced monitoring, flushing, and operational practices, ongoing PFAS planning, and continued capital improvements, including the Whaley ion exchange project. Response times to water quality calls improved from eight hours to five hours, with no repeat issues reported over the past three months. CEO Swingle also noted operational improvements may avoid additional carbon treatment costs at Harmony and Sunbridge.

8B. LEVEL OF SERVICE QUARTERLY PERFORMANCE PRESENTATION 2026 – 2ND FISCAL QUARTER. (Cost: None) (G. Henry)



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Gwen Henry, Operations Performance Supervisor, presented second quarter KPI updates, noting water and sewer failures were largely tied to contractor damage and grease blockages, with mitigation efforts underway. Workforce metrics improved, call center operations were impacted by freeze-related demand and system upgrades, and no water or sewer plant non-compliance events have occurred since November 2025. No comments from Board.

9. **Unfinished Business:** None

10. **New business:**

10A. **APPROVAL AND EXECUTION OF THE FOURTH RENEWAL TO THE AGREEMENT WITH SHELLEY'S SEPTIC TANK INC. d/b/a SHELLEY'S ENVIRONMENTAL SYSTEMS, FOR BIOSOLIDS HAULING AND PROCESSING SERVICES (RFP-16-015-R4).** (Cost: Total Authorized to Date: \$0. This Approval Cost: \$12,700,000. Cumulative Total: \$12,700,000) (D. Vedner)

Chuck Weber presented the Fourth Amendment to the Shelley Biosolids Disposal Agreement and requested approval to extend the contract, which expires in July. Staff said Shelley's proposed \$100 per ton rate is competitive and noted there are limited vendors able to handle Toho's biosolids volumes. Long-term planning to reduce regulatory and operational risks, address PFAS concerns, and evaluate future biosolids processing options were needed. Due to the specialized service and limited vendor pool, the recommend approach was to renew the agreement with Shelley Environmental.

Motion to approve the extension with Shelley's Environmental Systems for continued Biosolids Hauling & Processing services made by Supervisor Askew Motion seconded by Supervisor Fetzer. Motion passed 5-0.

10B. **APPROVAL OF RESOLUTION 2026-001** (Cost: \$1,258,638 Estimated Closing Cost - \$531,360 and Underwriters' Counsel - \$727,278) (R. Henderson)

Chairman Thacker declared a Conflict of Interest due to a potential business relationship of a family member with Underwriters related to item 10B.

Toby Wagner, and Mike Weiner presented the detail of this resolution, authorizing interim bridge financing for the first tranche of Toho's \$292 million WIFIA loan program. The financing is expected to reduce borrowing costs and generate an estimated \$5.5 million in savings, with public financing providing better rates than a bank loan. Staff also outlined upcoming refinancing and future funding plans, recommending approval of Resolution 2026-01.

Motion to approve Resolution 2026-001 was made by Secretary White. Motion



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seconded by Supervisor Fetzer. Motion passed 4-0 with Chairman Thacker abstaining.

11. Staff reports:

- 11A. **INFRASTRUCTURE EMERGENCY REPAIR STATUS** (Cost: None) (M. Chavez)
- 11B. **EXECUTED AND RECORDED DEVELOPER'S SERVICE AGREEMENT FROM NOVEMBER 6, 2025, THROUGH MARCH 31, 2026.** (Cost: None) (R. Biron)
- 11C. **TOHO ASSISTANCE PROGRAM (TAP) FY26 2ND QUARTER UPDATE.** (Cost: Total Authorized to Date: \$150,000. This Approval Cost: \$0. Cumulative Total: \$150,000) (A. Mann)
- 11D. **BOARD NOTIFICATION OF EMERGENCY PURCHASES OVER \$100,000 FOR FOUR WINDS & W. IRLO BRONSON HWY, OSCEOLA PARKWAY & DYER BLVD AND US 192 & MAIN ST.** (Cost: Total Authorized to Date: \$575,146.73. This Approval Cost: \$0. Cumulative Total: \$575,146.73) (J. Leslie)
- 11E. **QUARTERLY STAFF REPORT – PUBLIC RELATIONS** (Cost: None) (C. Dineen)
- 11F. **QUARTERLY STATISTICAL & FINANCIAL SUMMARY** (Cost: None) (N. Carry)
- 11G. **APPROVAL OF THE 2ND QTR WATER CONSERVATION PROGRAM UPDATE** (Cost: None) (R. Tilley)
- 11H. **QUARTERLY INVESTMENT REPORT BY PFM GROUP – QUARTER ENDING MARCH 31, 2026** (Cost: None) (S. Goldman)

12. Comments:

Board Officials – Supervisor Jeremy Fetner thanked General Counsel and CEO for their assistance with the customer related credit to Agenda Item 7S.

Executive Director – Executive Director will be out of the country beginning June 10, 2026, as a delegate for U.S. Water Week, with Chuck Weber serving as delegated authority. During General Counsel's vacation, Tony Cotter or Roberta Alfonso will serve as delegated authority.

Good Neighbor Day is this Saturday and will include an open lobby, department displays, conservation outreach, and a touch-a-truck event.

General Counsel – No comment.



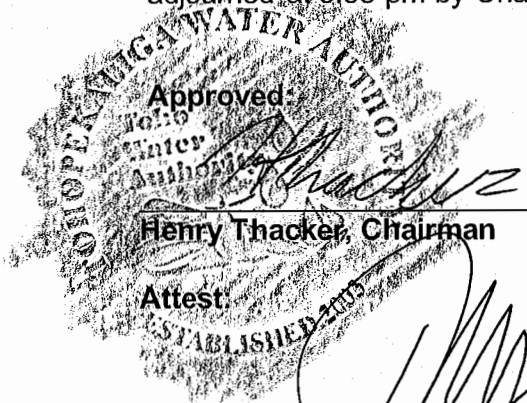
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13. Upcoming events:

Good Neighbor Day	5/16
Florida Water Reuse Week	5/17-5/23
PrideFest Kissimmee	5/3

14. Adjournment:

There being no further business to come before the Board, the meeting was adjourned at 5:38 pm by Chairman Thacker.



Approved:

[Signature]

Henry Thacker, Chairman

Attest:

[Signature]

Tom White, Secretary
