

***TIFA***

*JANUARY 23, 2020*

# *AGENDA*

**TIFA LLC MEETING AGENDA**  
**January 23, 2020**  
**11:00 a.m.**  
**MEETING LOCATION**  
**CITY OF TITUSVILLE**  
**WATER RESOURCES**  
**2836 GARDEN STREET – TITUSVILLE, FLORIDA**

**Roll Call**

**Action Items**

- I. Approval of the Minutes of the TIFA LLC Meeting of December 19, 2019  
(Presenter: James Perry)

**Financial Items and Reports**

- II. Ratification of Expenses Paid from Operating Account and Request for Reimbursement (Presenter: James Perry)

**Staff Reports / Informational Items**

- III. The Colinas Group – Major Ion Results Review (Presenter: Sean Stauffer)

**Other Business**

**Public Comment**

**Next Scheduled Meeting**

**Open Items**

**Adjournment**

*FIRST ORDER OF BUSINESS*

Date: January 23, 2020

To: TIFA LLC Management Committee

From: Sarah Sweeting, GMS, LLC

Subject: Approval of Minutes – December 19, 2019 TIFA LLC Meeting

**Summary Explanation & Background:** The draft minutes of the December 19, 2019 TIFA LLC meeting were previously circulated for review. The minutes of the TIFA LLC meeting are presented for review and approval. Since the draft minutes were circulated, on December 30, 2019 comments were received from the City of Titusville. Farmton Water Resources / Miami Corporation indicated they had no further comments. No other comments have been received.

**Source of Funds:** This action requires no funds.

Minutes of TIFA LLC Meeting  
December 19, 2019  
11:00 a.m.  
City of Titusville Water Resources  
Mourning Dove Water Plant  
2836 Garden Street  
Titusville, Florida

Persons in Attendance

Mike Brown, Miami Corporation, TIFA Management Committee Member  
Tom Abbate, City of Titusville, TIFA Management Committee Member  
Sean Stauffer, City of Titusville, Water Resources Director  
Chelsea Farrell, City of Titusville, City Attorney  
Anna Abreu-Ochoa, City of Titusville  
Gene DeMayo, City of Titusville  
Susan Pattock, Farmton Water Resources (by telephone)  
Pat Gagliardi, Farmton Water Resources (by telephone)  
Daniel Laughlin, GMS LLC

Daniel Laughlin conducted the meeting.

**Roll Call**

**Action Items**

**I. Approval of the Minutes of the TIFA LLC Meeting of November 26, 2019 (Presenter: James Perry)**

Member Brown moved to approve the November 26, 2019 meeting minutes as presented. Member Abbate concurred and the motion passed.

**Financial Items and Reports**

**II. Ratification of Expenses Paid from Operating Account and Request for Reimbursement (Presenter: James Perry)**

Member Abbate moved to ratify the expenses paid from the operating account and request for reimbursement in the amount of \$6,032.70. Member Brown concurred and the motion passed.

## **Staff Reports/Informational Items**

### **Other Business**

Mr. Stauffer stated, this summer the TIFA board authorized the Colinas Group, our wellfield consultant to complete additional analysis on the wellfield and part of the recommendations from the Colinas Group was to continue quarterly sampling for two of our saltwater monitoring wells as well as one of the production wells. That recommended sampling was continued in November. I recently reviewed the approved minutes from the meeting where the original authorization was provided and the minutes show the authorization was for only three months of sampling and analysis. I'm asking the board to approve an invoice from Pace Analytical Services for the testing that was done in accordance with the wellfield consultant's recommendations but has not yet received authorization. The cost of that work was \$1,140. We will also bring this same request for future sampling and testing by Pace Analytical and analysis by the Colinas Group in January. At that point we will have a report that will talk about the extent of the sampling, expected cost as well as any additional costs from the Colinas Group to analyze the results.

Member Brown moved to approve the invoice from Pace Analytical for water quality testing in the amount of \$1,140. Member Abbate concurred and the motion passed.

### **Public Comment**

### **Next Scheduled Meeting**

The next meeting will be held January 23, 2020 at 11:00 a.m.

### **Open Items**

### **Adjournment**

Member Abbate moved to adjourn the meeting at 11:05 a.m. Member Brown concurred and the meeting adjourned.

*SECOND ORDER OF BUSINESS*



**TIFA LLC  
INVOICE APPROVAL BY MANAGERS**

**WHEREAS**, the undersigned are the duly appointed and acting Managers of TIFA LLC, which operates pursuant to that certain Limited Liability Company Operating Agreement of TIFA LLC dated May 24, 2010 ("Operating Agreement"); and,

**WHEREAS**, at a duly called and noticed public meeting of the Managers as indicated below, the undersigned approved the contract and/or authorized the expenditure as indicated below, and further authorized the managers to execute the Invoice Approval by Managers form reflecting such authorized expenditures in order to process payments.

**Previous Authorizations**

<b>TIFA Meeting Date</b>	<b>Approved</b>	<b>Total Contract or Expenditure Authorized</b>
01/23/2020	Imprest Account Reimbursement from Depository Account	See Attached

**NOW, THEREFORE**, the Managers of TIFA LLC, based upon the previous TIFA authorizations, approve the following payments:

<b>Invoice Description</b>	<b>Total Amount</b>	<b>Pursuant to Previous TIFA Authorization Date</b>	<b>Invoice Payment</b>
Transfer to imprest account at Northern Trust ending *8866	\$11,814.20	01/23/2020	To be Paid by TIFA upon this approval

Except as otherwise set forth herein, defined terms shall have the meaning set forth in the Operating Agreement. This Action may be executed in several counterparts, and all counterparts so executed shall constitute one Approval binding on all parties.

**IN WITNESS WHEREOF**, the undersigned represent and warrant that each is the duly authorized and appointed agent of TIFA LLC.

\_\_\_\_\_  
Mike Brown, Manager

\_\_\_\_\_  
Jim Ball, Manager

Date: \_\_\_\_\_, 2020

Date: \_\_\_\_\_, 2020

**TIFA LLC**  
**Check Detail**

December 14, 2019 through January 15, 2020

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	1304	01/14/2020	The Colinas Group	103.00 · Cash- Nort...	-1,400.00	-1,400.00
Bill	O-869-3	10/09/2019		502.04 · Hydrogeolo...	-1,400.00	1,400.00
<b>TOTAL</b>					-1,400.00	1,400.00
Bill Pmt -Check	1305	01/14/2020	The City of Titusville	103.00 · Cash- Nort...	-3,850.77	-3,850.77
Bill	82-2019	11/06/2019		501.00 · O&M Oper...	-292.78	292.78
Bill	87-2019	11/07/2019		501.00 · O&M Oper...	-186.23	186.23
Bill	88-2019	11/12/2019		501.00 · O&M Oper...	-257.26	257.26
Bill	89-2019	11/12/2019		501.00 · O&M Oper...	-257.26	257.26
Bill	83-2019	11/13/2019		501.00 · O&M Oper...	-310.54	310.54
Bill	84-2019	11/20/2019		501.00 · O&M Oper...	-328.30	328.30
Bill	86-2019	11/23/2019		501.00 · O&M Oper...	-150.72	150.72
Bill	85-2019	11/27/2019		501.00 · O&M Oper...	-434.85	434.85
Bill	90-2019	12/04/2019		501.00 · O&M Oper...	-701.22	701.22
Bill	91-2019	12/11/2019		501.00 · O&M Oper...	-310.54	310.54
Bill	92-2019	12/18/2019		501.00 · O&M Oper...	-275.02	275.02
Bill	93-2019	12/26/2019		501.00 · O&M Oper...	-346.05	346.05
<b>TOTAL</b>					-3,850.77	3,850.77
Bill Pmt -Check	1306	01/14/2020	Pace Analytical, LLC	103.00 · Cash- Nort...	-1,140.00	-1,140.00
Bill	1935331609	12/02/2019		501.50 · O&M Parts ...	-1,140.00	1,140.00
<b>TOTAL</b>					-1,140.00	1,140.00
Bill Pmt -Check	ACH011520	01/15/2020	Florida Power & Light	103.00 · Cash- Nort...	-4,585.88	-4,585.88
Bill	09060-50505Jan20	01/02/2020		511.00 · Utilities	-217.34	217.34
Bill	24869-01248Jan20	01/02/2020		511.00 · Utilities	-216.41	216.41
Bill	40883-63494Jan20	01/02/2020		511.00 · Utilities	-207.21	207.21
Bill	62400-69564Jan20	01/02/2020		511.00 · Utilities	-215.58	215.58
Bill	73681-17557Jan20	01/02/2020		511.00 · Utilities	-214.47	214.47
Bill	63665-19117Jan20	01/02/2020		511.00 · Utilities	-211.51	211.51
Bill	76646-91016Jan20	01/02/2020		511.00 · Utilities	-361.20	361.20
Bill	75317-43016Jan20	01/02/2020		511.00 · Utilities	-387.51	387.51
Bill	74008-14500Jan20	01/02/2020		511.00 · Utilities	-400.79	400.79
Bill	54996-25505Jan20	01/02/2020		511.00 · Utilities	-316.01	316.01
Bill	54213-71161Jan20	01/02/2020		511.00 · Utilities	-238.20	238.20
Bill	47893-42013Jan20	01/02/2020		511.00 · Utilities	-376.17	376.17
Bill	32610-23505Jan20	01/02/2020		511.00 · Utilities	-462.57	462.57

TIFA LLC

Check Detail

December 14, 2019 through January 15, 2020

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill	18790-42503Jan20	01/02/2020		511.00 · Utilities	-528.87	528.87
Bill	11526-54016Jan20	01/02/2020		511.00 · Utilities	-232.04	232.04
TOTAL					-4,585.88	4,585.88
Bill Pmt -Check	ACH011520A	01/15/2020	Florida Department of Revenue	103.00 · Cash- Nort...	-20.88	-20.88
Bill	272894743-4QTR19	12/31/2019		501.50 · O&M Parts ...	-20.88	20.88
TOTAL					-20.88	20.88
Check	ACH12162019	12/16/2019	Cardmember Service	103.00 · Cash- Mort...	-816.67	-816.67
TOTAL				203.50 · Northern Ti...	-816.67	816.67
					-816.67	816.67

*THIRD ORDER OF BUSINESS*

Date: January 23, 2020

To: TIFA LLC Management Committee

From: TIFA Staff

Subject: Geochemical Pattern Analyses of Major Ion Sampling and Testing Services for the Area IV Wellfield

**Summary Explanation & Background:**

Elevated Chloride and TDS concentrations began to occur in TIFA saline water monitoring wells SWMW-1 and SWMW-7 in February of 2019. To better understand the reasons for the increases TIFA engaged The Colinas Group (TCG) to evaluate the situation. The evaluation report dated May 17, 2019 could not pinpoint "the exact mechanism that caused the chloride concentration spikes observed at saline water monitoring wells SWMW-1 and SWMW-7." The report goes on speculate that since the chloride spikes occurred during the "dry" season that the fresh water lens overlaying the more mineralized ground water is thinner and the more mineralized ground water has risen up. The report recommended an increase in the frequency of monitoring for major ions at Production Well WR-5A, SWMW 1 & 7.

The sampling and testing for the recommended wells will be conducted by Pace Analytical Services, LLC. TCG will then evaluate the collected major ion data. Attached is a corresponding quote submitted by TCG for conducting these evaluations. As detailed in the TCG quote, it is proposed that two (2) evaluations be conducted in year 2020. The first TCG evaluation will occur after the major ion results are available from the February 2020 quarterly sampling event, utilizing the February 2020 data as well as data previously collected in November 2019. The second TCG evaluation will occur after the major ion results are available from the August 2020 quarterly sampling event, utilizing the August 2020 data as well as data previously collected in May 2020. The corresponding year 2020 cost for these two TCG evaluations is \$4,000.00.

It is recommended that the Management Committee authorize The Colinas Group to provide geochemical pattern analyses on the major ion sampling results for Production Well WR-5A, SWMW-1 and SWMW-7 during 2020 in the amount of \$4,000.

**Source of Funds:**

Sufficient funds are available in the Account 502.04 Hydrogeological Services

**Exhibit Attached:**

1. The Colinas Group Quote

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**THE COLINAS GROUP, INC.**  
GROUNDWATER & ENGINEERING CONSULTANTS

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December 29, 2019

TIFA LLC  
2836 Garden Street  
Titusville, FL 32796

Attention: Sean Stauffer  
Manager

Subject: Proposal & Cost Estimate - Geochemical Pattern Analyses  
TIFA Area IV Well Field - February 2020 & August 2020 data  
for TIFA LLC  
TCG Project No. O-869

Dear Mr. Stauffer:

In response to a request by Mr. Jim Boyd with Boyd Environmental Engineering, Inc. (BEE), The Colinas Group, Inc. (TCG) has prepared this proposal to conduct groundwater quality evaluations for wells WR-5A, SWMW-1, and SWMW-7 at the TIFA Area IV well field using Geochemical Pattern Analyses (GPA).

#### **INTRODUCTION**

TCG has previously conducted GPA using water quality data collected in June, July, and August 2019 for wells WR-5A, SWMW-1, and SWMW-7 which was summarized in a report dated October 2019. For those collection dates, groundwater samples were analyzed for the major anion and cations and GPA was applied to the results. GPA is a method to identify the source of groundwater being produced from a well and evaluate the potential stability of the water with regard to its viability as a long term source of potable water. It is known that highly mineralized groundwater lies below the well field production wells. Therefore, GPA provides a method to track water quality changes over time by plotting specific water quality parameters. The GPA analysis provides a scientific method to evaluate water quality in such a way that a determination can be made as to whether or not observed changes (increases) in chemical concentrations are an early warning that mineralized groundwater below the production zone is being drawn upward and is being detected in a monitoring well.

## SCOPE OF SERVICES

It is our understanding that TIFA has collected water quality data in November 2019 and intends to collect water quality data in February 2020, May 2030, August 2020 and November 2020 at wells WR-5A, SWMW-1 and SWMW-7. TIFA is requesting that GPA analyses be applied to these data and data evaluations be conducted after the February 2020 data and August 2020 data are collected. Therefore, based on our understanding of TIFA's requirements, the following will be conducted by The Colinas Group, Inc.:

- Review the laboratory data and convert chemical concentrations to milliequivalent/liter format
- Enter the chemical data into the anion/cation calculator software
- Plot the anion/cation data on trilinear diagrams prepared for the October 2019 evaluation
- Evaluate the updated data plots and prepare a letter report

## COST ESTIMATE

The Colinas Group, Inc. will prepare two letter reports, one after the February 2020 data is collected and another after the August 2020 data is collected. The cost for the data evaluation and report will be \$2,000 each or \$4,000 for the two reports.

\* \* \*

The Colinas Group appreciates the opportunity to provide this proposal for your consideration. Should you have any questions regarding the information herein, please contact me at (407) 620-1793 or [boboros@cfl.rr.com](mailto:boboros@cfl.rr.com).

Yours very truly,

**THE COLINAS GROUP, INC.**  
Groundwater & Engineering Consultants



Robert Oros, P.G.  
Principal Consultant