

Minutes of TIFA LLC Meeting
January 16, 2013
2:30 p.m.
City of Titusville Water Resources
Mourning Dove Water Plant
2836 Garden Street
Titusville, FL 32796

Persons in Attendance:

Mike Brown, TIFA Management Committee Member
Dwight Severs, TIFA Management Committee Member
John Peterson, City of Titusville, Water Resources Manager
Sean Stauffer, City of Titusville, Water Resources Director
Richard Broome, Titusville City Attorney
Helen Hutchens, Miami Corporation(by phone)
Barbra Goering, Farmton Water Resources (by phone)
Pat Gagliardi, Farmton Water Resources (by phone)
Susan Pattock, Farmton Water Resources (by phone)
James Perry, GMS, Managing Director of North Florida Region

James Perry conducted the meeting.

Action Items:

I. Approval of the Minutes of TIFA LLC Meeting of November 26, 2012

James Perry presented the minutes of the November 26, 2012 meeting. Member Brown moved to approve the minutes of the November 26, 2012 meeting. Member Severs concurred and the minutes were approved.

II. Approval of the Minutes of the TIFA LLC Meeting of December 6, 2012

James Perry presented the minutes of the December 6, 2012 meeting. Member Brown moved to approve the minutes of the December 6, 2012 meeting. Member Severs concurred and the minutes were approved.

III. Consideration of Acceptance of Well #407

John Peterson presented the bill of sale for well #407 and the appurtenances related thereto. The bill of sale has been approved and executed by the City. Member Severs moved to accept the conveyance of well #407. Member Brown concurred and the well was accepted.

IV. Consideration of Designation of Agent on Phase II

Sean Stauffer discussed the proposal designating himself as the authorized agent for permitting of Area IV Phase 2. Barbra Goering advised that the City of Titusville and Farmton Water Resources, LLC worked together on the form and it is acceptable to both parties. Member Severs moved to designate Sean Stauffer as the authorized agent for permitting on Area IV Phase 2. Member Brown concurred and the authorized agent designation was approved.

V. Consideration of Future City of Titusville Work Orders to be Paid by GMS Upon Review of Farmton Water Resources, LLC with Subsequent Ratification by the Members

James Perry recommended that future City of Titusville work orders that are within budget be paid by GMS upon review by Farmton Water Resources, LLC with subsequent ratification by TIFA. Such payments will be limited to the GMS signing authority of \$5,000. Member Severs moved to approve the future work orders in an amount not to exceed \$5,000 with subsequent ratification by the committee. Member Brown concurred and the work order payment process was approved.

Financial Items & Reports:

VI. Approval of Payment of City of Titusville September – December 2012 Work Orders (total is \$7,796.87) (presenter: Pat Gagliardi)

Member Brown moved to approve payment to the City of Titusville for September through December 2012 work orders totaling \$7,796.87. Member Severs concurred and the work orders were approved.

VII. Approval of Reimbursement to Pat Gagliardi of \$108.59 to Purchase Check Stock for the TIFA Operating Account (presenter: Pat Gagliardi)

Member Severs moved to approve the reimbursement to Pat Gagliardi of \$108.59 to purchase check stock for the TIFA operating account. Member Brown concurred and the reimbursement was approved.

Staff Reports / Informational Items:

VIII. Status Report on Construction

Sean Stauffer advised that Area IV Phase 1 of wellfield construction is completely done. All six wells are in place and are running with an average of 750,000 gallons a day. The Phase 2 construction management agreement was executed with the City. A kickoff meeting was held in early December with CPH. A pre-application meeting with DEP was held in Orlando. Currently, staff, consultants, and engineers are finalizing the tweaks

on the pipeline routing, as well as some finalizations on the well site design including orientation of the wells.

Other Business:

IX. Discussion of Charges for Emergency Generators

John Peterson noted as part of the Phase 1 construction project, the City purchased three emergency portable generators that will be used as needed in Area IV. Included in the agenda package are data on generator charges including rental quotes from three different companies. This item will be included on the next agenda.

X. Execution of Phase II Construction Management

Sean Stauffer presented the finalized construction management agreement to allow the city to manage the design and construction of phase 2. This agreement was previously approved by the TIFA management committee and was approved by the Titusville City Council on December 13, 2012. It has been executed by the city but remains to be signed by the management committee. The management committee then executed the agreement.

Public Comment:

None

Next Scheduled Meeting:

The next meeting will be on February 20, 2013 at 2:30 p.m.

Open Items:

Member Brown moved to adjourn the meeting at 2:58 p.m. Member Severs concurred and the meeting was adjourned.