

TIFA

FEBRUARY 19, 2015

AGENDA

TIFA LLC MEETING AGENDA
February 19, 2015
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 January 14, 2015
(Presenter: Jim Perry)

Financial Items and Reports

- II. Ratification of Expenses Paid from Operating Account and Request for Reimbursement (Presenter: Jim Perry)
- III. Approval of Capital Call Notice

Staff Reports / Informational Items

- IV. Area IV Phase 2 Update (Presenter: Sean Stauffer)

Other Business

Public Comment

Next Scheduled Meeting

Open Items

Adjournment

FIRST ORDER OF BUSINESS

Date: February 19, 2015

To: TIFA LLC Management Committee

From: Sarah Sweeting, GMS, LLC

Subject: Approval of Minutes – January 14, 2015 TIFA LLC Meeting

Summary Explanation & Background: The draft minutes of the January 14, 2015 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, comments were received from The City of Titusville on February 3, 2015 and Farmton Water Resources / Miami Corporation on February 4, 2015. An additional comment was received from Member Severs on February 11, 2015. The minutes were revised to reflect those comments. No other comments have been received.

Source of Funds: This action requires no funds.

Minutes of TIFA LLC Meeting
January 14, 2015
11:00 a.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
Barbra Goering, Farnton Water Resources (by phone)
David Fuechtman, Farnton Water Resources (by phone)
Pat Gagliardi, Farnton Water Resources (by phone)
Susan Pattock, Farnton Water Resources (by phone)
Jim Boyd, Boyd Environmental Engineering
Jim Perry, GMS, LLC

Jim Perry conducted the meeting.

Action Items:

I. Approval of the Minutes of the TIFA LLC Meeting of December 18, 2014

Jim Perry presented the minutes of the December 18, 2014 meeting. Member Severs requested language be added to page two to show he requested being provided with copies of the applicable contracts and specifications for evaluation prior to this meeting on the issues involving WR-5 Well. Member Severs motioned to approve the amended minutes of the December 18, 2014 meeting. Member Brown concurred and the minutes were approved as amended.

II. Approval to Proceed with Drilling of New Well to Replace Well WR-5 and Abandon Existing Well WR-5

Sean Stauffer presented a draft change order for the drilling of a new well to replace Well WR-5 and the abandonment of existing Well WR-5. There was extensive discussion related to the reasons that Well WR-5 failed. It was staff's opinion that all parties performed properly. Member Severs expressed the view that TIFA LLC should not assume the sole financial responsibility for drilling a new well and investigation of the failure of WR-5 should continue. Staff recommended approving a change order in the not to exceed amount of \$110,000 contingent upon Advanced Well Drilling agreeing to the additional language reserving TIFA's rights, remedies and actions as these relate to defective Well WR-5. The \$110,000 change order does not include change orders

associated with new work for CCI with an estimated amount of \$9,000 and estimated amount for CPH of \$9,000. Member Severs moved to approve a change order to Advanced Well Drilling for drilling a new well to replace well WR-5 and abandoning existing well WR-5 for a not to exceed amount of \$110,000 and written notice to be provided to AWD, CCI and CPH that well WR-5 is defective and investigation of the failure will continue and TIFA reserves its rights to pursue this matter. Member Brown concurred and the change order was approved.

Financial Items & Reports:

III. Ratification of Expenses Paid from Operating Account and Request for Reimbursement

Jim Perry presented the expenses paid from the operating account totaling \$3,159.40 and the request for reimbursement. Member Severs motioned to ratify the expenses paid from the operating account and request for reimbursement. Member Brown concurred and the expenses and reimbursement were ratified.

Staff Reports / Informational Items:

IV. Area IV Phase 2 Update

Sean Stauffer presented an update as follows: Pipeline and outfitting, currently Felix is clearing and grubbing extending south and has installed approximately 14,000 of pipe from Phase 1 to WR-1. Clearing and grubbing continues from the newly installed pipeline to well site WR-6. Directional drilling has not been completed and the tap at the connection point between Phase 1 and Phase 2 has not been installed. Mobilization of road building equipment has been delayed. Certificates of insurance are under review.

Other Business:

None.

Public Comment:

None.

Next Scheduled Meeting:

A continued meeting is tentatively scheduled for January 20, 2015 at 2:00 p.m. The next regular scheduled meeting is February 19, 2015 at 11:00 a.m.

Open Items:

None.

Adjournment:

Member Severs moved to continue the meeting to January 20, 2015 at 2:00 p.m as may be necessary. Member Brown concurred and the meeting was 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

TIFA Meeting Date	Approved	Total Contract or Expenditure Authorized
02/19/15	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:

Invoice Description	Total Amount	Pursuant to Previous TIFA Authorization Date	Invoice Payment
Transfer to imprest account at Northern Trust ending *8866	\$2,560.69	02/19/15	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

Dwight Severs, Manager

Date: _____, 2015

Date: _____, 2015

5:24 PM

02/17/15

TIFA LLC Check Detail

January 14 through February 17, 2015

Type	Num	Date	Name	Item	Account	Paid Amount
Bill Pmt -Check	ACH	01/21/2015	Florida Department of Revenue		103.00 · Cash- Northern Trust Operating	
Bill	00111...	01/21/2015			501.00 · O&M Operating Agreement	-195.33
TOTAL						-195.33
Bill Pmt -Check	1094	01/20/2015	Florida Department of State		103.00 · Cash- Northern Trust Operating	
Bill	CC389...	01/14/2015			505.00 · Miscellaneous Expense	-138.75
TOTAL						-138.75
Bill Pmt -Check	1095	02/17/2015	Cardmember Service		103.00 · Cash- Northern Trust Operating	
Bill		01/26/2015			203.50 · Northern Trust Credit Card	-96.90
TOTAL						-96.90
Bill Pmt -Check	1096	02/17/2015	Florida Power & Light		103.00 · Cash- Northern Trust Operating	
Bill	09060-...	02/02/2015			511.00 · Utilities	-210.37
Bill	24869-...	02/02/2015			511.00 · Utilities	-195.41
Bill	40983-...	02/02/2015			511.00 · Utilities	-179.13
Bill	62400-...	02/02/2015			511.00 · Utilities	-185.07
Bill	73681-...	02/02/2015			511.00 · Utilities	-191.26
Bill	83665-...	02/02/2015			511.00 · Utilities	-179.02
TOTAL						-1,140.25
Bill Pmt -Check	1097	02/17/2015	The City of Titusville		103.00 · Cash- Northern Trust Operating	
Bill	R-180	01/05/2015			501.00 · O&M Operating Agreement	-172.37
Bill	R-181	01/07/2015			501.00 · O&M Operating Agreement	-269.07
Bill	R182	01/14/2015			501.00 · O&M Operating Agreement	-204.27
Bill	R-183	01/21/2015			501.00 · O&M Operating Agreement	-172.37
Bill	R-184	01/26/2015			501.00 · O&M Operating Agreement	-172.37
TOTAL						-989.45

THIRD ORDER OF BUSINESS

**TIFA LLC
2836 GARDEN STREET
TITUSVILLE, FLORIDA 32796**

February 19, 2015

Mr. Sean Stauffer
Water Resources Director
City of Titusville
2836 Garden Street
Titusville, Florida 32796

Ms. Barbra Goering
Vice President & Secretary
Farmton Water Resources, LLC
410 N. Michigan Avenue Suite 590
Chicago, Illinois 60611

CAPITAL CALL NOTICE

Pursuant to the TIFA LLC Operating Agreement Section 3.2 re: Construction Capital Contributions, a capital call to TIFA LLC is requested today in the amount of \$520,353.73 (\$260,176.87 in cash from the City of Titusville and \$240,036.86 in cash and \$20,140 in easements for a total of \$260,176.86 from Farmton Water Resources, LLC). Payment is to be made to the TIFA LLC Northern Trust main checking account within 30 days of receipt of this capital call notice.

Sincerely,

TIFA LLC

Michael A. Brown
Manager

Dwight W. Severs
Manager