

Minutes of TIFA LLC Meeting
June 23, 2016
11:00 a.m.
City of Titusville Water Resources
Mourning Dove Water Plant
2836 Garden Street
Titusville, Florida 32796

Persons in Attendance

Mike Brown, Miami Corporation, TIFA Management Committee Member
Jim Ball, City of Titusville, TIFA Management Committee Member
Sean Stauffer, City of Titusville, Water Resources Director
Richard Broome, City of Titusville, City Attorney
Andrew Jantzer, City of Titusville, Water Resources Deputy Director
Ana Abreu-Ochoa, City of Titusville
David Fuechtman, Farmton Water Resources (by telephone)
Barbra Goering, Farmton Water Resources (by telephone)
Pat Gagliardi, Farmton Water Resources (by telephone)
Helen Hutchens, Miami Corporation (by telephone)
Jim Perry, GMS LLC

Jim Perry conducted the meeting.

Action Items

I. Approval of the Minutes of the TIFA LLC Meeting of May 26, 2016

Member Ball moved to approve the minutes of the May 26, 2016 meeting. Member Brown concurred and the motion passed.

Financial Items and Reports

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

Member Brown moved to ratify the expenses paid from the operating account and the request for reimbursement in the amount of \$2,542.00. Member Ball concurred and motion passed.

Staff Reports/Informational Items

III. Update on Rail Trail Project

Mr. Jantzer stated, the north section drawings are 100% complete and anticipated for release in July. For a two week construction project projection they plan to do sub-grade and base work north of Route 46 and Folsom Road and are at the point now where they are going adjacent to City of Titusville raw water main utilities that are fed by the Area 4 wellfield. They are starting the paving work mid-July and that will be in the southern phase, south of Route 45 at this point.

Member Brown asked how long has it taken them on the southern phase from breaking ground to now. They are going to start in July with paving so I assume by the end of July, first of August so from August back how far would they have started that? Was that around the first of the year?

Mr. Jantzer stated, I think it was the first of the year. I can answer that better at the next meeting I have the construction schedule.

Member Brown stated, that will give us a sense as to how quick that progression will take in our area. One thing we will need as a result of that construction is we are going to have to take that access gate down that is across the rail trail now just north of 413. We are going to need a gate on the new access road that was constructed by Felix. We are going to need to look at the labor and mobilization for location services to locate all the stuff so we don't damage any of the fiber optic, water main and that sort of stuff to reinstall that gate. We can look at that when construction is going on there because we are going to fence both sides of the rail trail to preclude access to our property.

Mr. Stauffer stated, as part of the rail trail project they are required to do the location or they call in a locating service so that should all be marked. I don't know if they have marked all the way up to 413 yet but certainly the southern portion they have marked the fiber optics and flagged everything.

Member Brown stated, in order to reinstall that gate, that gate comes off the rail trail and onto the easement, which is on Miami. If we are putting a gate across that easement area to stop any access you are going to have to locate all that stuff in that easement. We did that when we installed the gate across, we replaced a gate and all that fencing along the south boundary. I think we had a couple of City of Titusville techs come out with the equipment to do that.

Mr. Stauffer stated, we will do that.

IV. Area IV Phase 2 Update

Mr. Stauffer stated, over the past couple of weeks Katriina Bowman with CPH has been reaching out to Willy Griffa of AWD to get a response from him regarding the issues with the bonds. We have gotten word back from him he has apologized for not getting back sooner he was out of town for three weeks dealing with personal issues. He is working on getting a new material and workmanship bond for us. He has agreed to take care of that.

Mr. Ball asked was there an explanation as to how he ended up with a fraudulent document?

Mr. Stauffer stated, I don't have any information on what transpired. He said he is going to make it right.

The next update is on the pipeline well outfitting project. We have gotten responses back on the shop drawings for the wellhead repair. We reviewed those, made additional comments and sent the comments back to Felix yesterday.

During our meeting on April 28th we talked about the changes we were making to the wellheads and the repairs. One of the questions Jim asked was, was it going to cost us anything extra and at that point I estimated for some additional work we are asking them to do the relocation of the transducer from below the wellhead to a higher position so it is easier to deal with I had estimated that at \$1,500 per well. At this point we have the actual cost, which is \$1,580 per well. We would ask for approval from the board for those additional expenditures and for the nine wells that total is \$14,220.

Member Ball moved to approve the additional amount to relocate the transducers from below the wellhead to a higher position for \$1,580 each for 9 wells for a total of \$14,220. Member Brown concurred and the motion passed.

Member Ball asked the change order is to move the transducer up. What do you do where it was, do you have to plug that?

Mr. Stauffer stated, that would be a new piece. That was the piece that was bad and the piece that was welded inappropriately, that is a brand new piece of stainless down there.

Mr. Broome asked is any of this necessitated by the failure before as part of this warranty work or is this a change order for something we decided we would like to do different?

Mr. Stauffer stated, yes this is separate additional work that as they put it together we realized that where it is currently located is very difficult to get to and it is in stainless so you can't take it out and put it back in or you will ruin the metal. This is a design improvement that we are taking advantage of the fact that we have to change that piece out. It will help our long-term maintenance.

Other Business

Mr. Jantzer stated, we did have a credit card established with Curtis Lehman, our electronic services supervisor and we prepared a letter to have that account reinstated and we would like to add his assistant, Ron Swank and that being an additional account it seems appropriate to have the managers consider that for approval. This would be a TIFA credit card for purchases associated with the TIFA wellfield. Anything that is instrument related, electronic services takes care of and they would do direct purchases.

Mr. Ball asked didn't we get a credit card for the city that is issued in my name and Mike's name for use by city staff if they need it?

Ms. Gagliardi stated, there are four credit cards out there right now. Northern Trust requires the business owner to have a credit card so Jim there is a card for you as the business owner and three other credit cards are held by city employees and they are looking to have a

fourth. The fourth would have a credit limit of \$2,500, which is the same credit limit on the other cards.

Mr. Ball stated, the reason Mike and I have cards is a requirement?

Ms. Gagliardi stated, it is only you who has a card.

Mr. Ball stated, the thought is that mine will never be used it is there only as a requirement it is not there for city staff to use.

Ms. Gagliardi stated, right.

Mr. Ball stated, charges done on behalf of TIFA by the holders of these cards then come back to us to reimburse to pay those charges and there are receipts.

Ms. Gagliardi stated, the statements go directly to GMS and they receive the receipts from the city to match against the statement before it is paid and when it is reimbursed to the operating account the managers see those charges.

Member Brown moved to reinstate the credit card for Curtis Lehman and add a fourth person, Ronald Swank as a holder for the TIFA credit card. Member Ball concurred and the motion passed.

Mr. Broome stated, I was copied on the emails regarding demand from Felix for their final payment plus interest and their position now is that they are due \$327,204.29 plus interest from February and they say interest is accumulating at the rate of \$42.58 per day. They are demanding payment of their retainage. My opinion is that there was dispute as to whether or not they were due the retainage because of the work and it is warranty work then we had issues with the bonds. At some point we are going to have to address that final payment. I don't know if the folks at Miami Corp and Farnton have had a chance to look at that and when do we want to get together as a group and address that situation.

Ms. Goering stated, I do think our usual group should get together and see if we can come up with a recommendation for the managers.

Mr. Broome stated, I agree and I think we may want to expedite the meeting or have a special meeting of our group if we are going to decide to pay that. If it is warranty work under the bond we may have a tough time trying to defend withholding the retainage.

Ms. Goering stated, we will get together outside this meeting and figure out some times. We should set a regular board meeting and then a special one if we need it.

Public Comment

Next Scheduled Meeting

Mr. Perry stated, if we keep it on the normal schedule it would be on July 28th at 11:00 a.m. and we can call a special meeting prior to that.

Open Items

Adjournment

Member Brown moved to adjourn the meeting at 11:19 a.m. Member Ball concurred and the meeting adjourned.