

TIFA

AUGUST 22, 2014

AGENDA

TIFA LLC MEETING AGENDA
August 22, 2014
2:30 p.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 July 23, 2014 (Presenter: Jim Perry)
- II. Authorization of Payment to FPL to Provide Electric Power to Area IV Phase 2 (Presenter: Sean Stauffer)
- III. Approval of Second Quarter Capital Contribution (Presenter: Pat Gagliardi)

Financial Items and Reports

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

Staff Reports / Informational Items

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

Other Business

Public Comment

Next Scheduled Meeting

Open Items

Adjournment

FIRST ORDER OF BUSINESS

Date: August 22, 2014

To: TIFA LLC Management Committee

From: Sarah Sweeting, GMS, LLC

Subject: Approval of Minutes – July 23, 2014 TIFA LLC Meeting

Summary Explanation & Background: The draft minutes of the July 23, 2014 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 Farmton Water Resources / Miami Corporation on August 19, 2014 and The City of Titusville on August 20, 2014. The minutes were revised to reflect those comments. No other comments have been received.

Source of Funds: This action requires no funds.

Exhibit Attached: Draft Minutes of July 23, 2014 TIFA LLC Meeting

Minutes of TIFA, LLC Meeting
July 23, 2014
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

Sean Stauffer, City of Titusville, Water Resources Director
Richard Broome, Titusville City Attorney
Glenn Storch, Miami Corp. Attorney
Helen Hutchens, Miami Corp.(by phone)
Pat Gagliardi, Farnton Water Resources (by phone)
David Fuechtman, Farnton Water Resources (by phone)
Jim Boyd, Boyd Environmental
Jim Perry, GMS, LLC

Jim Perry conducted the meeting.

Actions Items:

I. Approval of the Minutes of the TIFA, LLC Meeting of June 25, 2014

Jim Perry presented the minutes of the TIFA, LLC meeting of June 25, 2014. Member Severs motioned to approve the minutes of the June 25, 2014 meeting. Member Brown concurred and the minutes were approved.

II. Approval of Agreement with TerraBlue

Sean Stauffer presented the agreement with TerraBlue, in regards to annual wetland monitoring services. Member Severs motioned to approve the agreement with TerraBlue. Member Brown concurred and the agreement was approved contingent upon TerraBlue providing TIFA, LLC releases and proof of insurance.

III. Discussion of Proposals for Audit and Tax Services

- A. Berman Hopkins Wright & Laham**
- B. James Moore & Co.**
- C. Moore Stephens Lovelace**

Jim Perry presented the audit proposals that were received from Berman Hopkins Wright & Laham, James Moore & Co. and Moore Stephens Lovelace. Member Severs motioned to approve proceeding with contacting James Moore & Co. for references & seek additional responses to certain questions in their proposal. Also to proceed with contacting Moore Stephens Lovelace to see if they would match the price provided by James Moore & Co. Member Brown concurred and staff will proceed as directed.

Financial Items and Reports:

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

Jim Perry presented the expenses paid from the operating account totaling \$4,617.50 for ratification. Member Severs moved to ratify the expenses paid from the operating account and request for reimbursement. Member Brown concurred and the expenses were approved for payment from the operating account and request for reimbursement was ratified.

V. Acceptance of Second Quarter Financial Statements

Mr. Perry presented the Second Quarter 2014 Financial Statements. Member Brown motioned to accept the second quarter financial statements. Member Severs concurred and the financial statements were accepted.

Staff Reports / Informational Items:

VI. Area IV Phase 2 Update

Sean Stauffer discussed the raw water main and well outfitting contract. On July 7, 2014 a notice to proceed was issued for the contractor, Felix and Associates to begin construction. A preconstruction meeting was held with the contractor on July 22, 2014. Shop drawings are being reviewed. Once the project schedule is revised it will be provided to the management committee. Mobilization is expected to be in August. Member Severs motioned to approve a 60-day notice of required action for contractor to provide all certificates of insurance and releases. Member Brown concurred and the 60-day notice of required action was approved.

Because of recent heavy rains, the contractor is having difficulty accessing well sites three and five, in order to start drilling. The contractor has requested assistance with building access roads. A meeting with CPH and staff will be held on July 24th to discuss the remedy.

Other Business:

Public Comment:

None.

Next Scheduled Meeting:

The next scheduled meeting is August 20, 2014 at 2:30 p.m. at this location. The members discussed the possibility of an emergency meeting before the August 20th meeting date for actions related to the well drilling vendor and wet weather conditions.

Open Items:

None.

Adjournment:

Member Severs moved to adjourn the meeting at 4:24 p.m. Member Brown concurred and the meeting was adjourned.

SECOND ORDER OF BUSINESS

Date: August 20, 2014

To: TIFA LLC Management Committee

From: Sean Stauffer, Water Resources Director

Subject: Authorize Payment to Florida Power & Light – Area IV Phase 2

Summary Explanation & Background:

In July 2013, the TIFA management committee authorized payment of a deposit to Florida Power & Light (FPL) to proceed with design of the electric power infrastructure for Phase 2 of the Area IV wellfield. FPL has completed its design and has provided a final cost to provide three-phase electric power to Phase 2 of the Area IV wellfield. The final cost is \$396,928.00 and takes into account the previously paid deposit and the estimated annual base rate revenue (supporting documentation is attached). In order for FPL to proceed with construction of the electric power infrastructure to Phase 2, it is necessary to pay this amount.

It is recommended that the Management Committee authorize payment to FPL in the amount of \$396,928.00.

Source of Funds:

Sufficient funds will be available in the TIFA Northern Trust Members Capital account following approval of the capital call at the August 22, 2014 meeting.

Exhibit Attached:

1. FPL Work Justification

Work Justification
FPL-Power Systems

Business Unit: FPL-Power Systems
Division: Brevard Mgt Area
M/A: BV
Desc: Brevard Mgt Area
Work Request: 5241083
Job Address: v/o MAYTOWN SPUR DR
 MIMS, 32754

Work Justification:

THIS WR IS TO EXTEND A 3 PHASE LATERAL TO SERVE 9 ADDITIONAL WELL FOR THE CITY OF TITUSVILLE

105 - WOOD POLES, 8 - CONCRETE POLES 51,000' 1/0A PRIMARY
 9 - 3 PHASE 277/480V 25KVA TX's

17,018 POLE LINE FEET OF 3 - 1/0T & 1/0T - N, 113 POLES AND 9 - LOCATIONS OF 3 TRANSFORMERS -(277/480 V BANKS) FOR WELLS

EAR BASED ON PHASE I WR#3362457 AND DESIGNER AIDS WORK SHEET SEE ATTACHED EACH PUMP STATION EAR \$3,826.00/YR X 9 (LOCATIONS) = \$34,434.00 X 4/YRS = \$137,736.00

UG PORTION OF JOB #5241086
 \$33,036.00

2- WR WILL BE REQUIRED FOR THE BACKBONE ON THIS JOB 5241086 UG PORTION CUSTOMER TO DO THE 2 BORES AND PULL 3-2" FPL DUCTS IN EACH

THE OH LINE EXTENSION	\$508,828.00
OH COST FOR UG SECTION	\$20,505.00

TOTAL	\$529,333.00
LESS EAR	-\$137,736.00

TOTAL-	\$391,597.00
PLUS UG DIFFERENTIAL	\$12,531.00
TOTAL -----	\$ 404,128.00

LESS DEPOSIT	- \$7,200.00
TOTAL CIAC	\$396,928.00

9 SMOS FOR RISER TO HH TO BE WORKED ON FUTURE WR AND TARIFF FEES WILL APPLY

- 4/7 1 hour
- 4/8 3 hours
- 4/9 1 hour
- 4/10 1.5 hours
- 4/14 6 hours
- 4/15 2 hours
- 4/18 2 hours
- 4/23 3 hours
- 4/24 4 hours
- 4/25 2 hours

THIRD ORDER OF BUSINESS

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

August 22, 2014

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 \$593,033.70 (\$296,516.85 from the City of Titusville and \$296,516.85 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

FOURTH ORDER OF BUSINESS

TIFA LLC

Check Detail

July 22 through August 15, 2014

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	1077	08/04/2014	Florida Power & Light		103.00 · Cash- Northern Trust Operating		-1,144.81
Bill	09060-50505-AUG14	08/01/2014		511.00 · Utilities		-217.41	217.41
Bill	24869-01248-AUG14	08/01/2014		511.00 · Utilities		-216.04	216.04
Bill	40983-63494-AUG14	08/01/2014		511.00 · Utilities		-173.06	173.06
Bill	62400-69564-AUG14	08/01/2014		511.00 · Utilities		-151.54	151.54
Bill	73681-17557-AUG14	08/01/2014		511.00 · Utilities		-190.15	190.15
Bill	83665-19117-AUG14	08/01/2014		511.00 · Utilities		-196.61	196.61
TOTAL						-1,144.81	1,144.81

**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
August 22, 2014	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	\$1,144.81	08/22/14	To be paid by TIFA LLC 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.

Dwight Severs, Manager

Michael A. Brown, Manager

Date: _____, 2014

Date: _____, 2014