

**Minutes of TIFA LLC Meeting**  
**September 24, 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  
John Peterson, City of Titusville, Water Resources Manager  
Sean Stauffer, City of Titusville, Water Resources Director  
Richard Broome, Titusville City Attorney  
Barbra Goering, Farmton Water Resources  
David Fuechtman, Farmton Water Resources (by phone)  
Pat Gagliardi, Farmton Water Resources (by phone)  
Susan Pattock, Farmton Water Resources (by phone)  
Dave deNagy, GMS, LLC

Dave deNagy conducted the meeting.

**Action Items:**

**I. Approval of the Minutes of the TIFA LLC Meeting of August 22, 2014**

Dave deNagy presented the minutes of the August 22, 2014 meeting. Member Brown motioned to approve the minutes of the August 22, 2014 meeting. Member Severs concurred and the minutes were approved.

**II. Consideration of Audit Proposals**

Dave deNagy presented the audit proposals to prepare the audits for fiscal years 2014, 2015 and 2016. Staff recommendation was Moore, Stephens and Lovelace. An audit engagement letter will be presented at the next meeting. Member Severs motioned to approve the audit proposal from Moore, Stephens and Lovelace. Member Brown concurred and the proposal was approved.

**Financial Items & Reports:**

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

Dave deNagy presented the expenses paid from the operating account totaling \$10,144.91 and the request for reimbursement. Member Severs motioned to ratify the expenses paid

from the operating account and the 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: Wells WR-1, WR-2, WR-3, WR-4, WR-6, WR-8 and WR-9 have been drilled. The current substantial completion date will not be met for the well drilling project. The contract with Advanced Well Drilling will need to be modified to allow for additional time for the project. A change order will be presented at the next meeting. Felix & Associates have mobilized to the site. Silt fencing has been installed and some minor clearing has been done. Certificates of insurance are still not in-hand. Member Severs motioned to approve that a letter be sent to Felix & Associates reminding them of the October 4, 2014 deadline to submit the certificates of insurance and requested that a timeline be prepared for the project. Member Brown concurred and the letter was approved.

**Other Business:**

Sean Stauffer advised the gopher tortoises will be relocated offsite.

**Public Comment:**

None.

**Next Scheduled Meeting:**

The next scheduled meeting to be October 28, 2014 at 11:30 a.m. at the City of Titusville, Water Resources, 2836 Garden Street, Titusville, Florida.

**Open Items:**

None.

**Adjournment:**

Member Severs moved to adjourn the meeting at 2:51 p.m. Member Brown concurred and the meeting was adjourned.