

Minutes of TIFA LLC Meeting
October 20, 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
Anna Abreu-Ochoa City of Titusville
Barbra Goering, Farmton Water Resources (by telephone)
Susan Paddock, 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 September 29, 2016

Member Ball moved to approve the September 29, 2016 meeting minutes. Member Brown concurred and the motion passed.

Financial Items and Reports

II. Ratification of Expenses Paid from Operating Account and Request for Reimbursement (Presenter: James Perry)

Mr. Perry stated, next is ratification of expenses paid from operating account and request for reimbursement. Included in the agenda package are those costs totaling \$10,526.95 the bulk of which is for FP&L monthly billings and City of Titusville various work orders.

Member Brown moved to ratify the expenses paid from operating account and request for reimbursement in the amount of \$10,526.95. Member Ball concurred and the motion passed.

III. Presentation of Third Quarter Financial Statements (Presenter: Helen Hutchens)

Ms. Hutchens stated, there are a couple items I wish to highlight to the members. The budget versus actual profit and loss does not include the operations and maintenance work orders for the City of Titusville for September. Due to the hurricane and a couple other matters going on at the City, we just received the work orders today and will get those numbers updated and provide updated September financials once they are available. That was the only item we were unable to get incorporated prior to the meeting. Everything else has been incorporated including our final capital contribution that was approved at the September meeting.

Member Brown moved to accept the third quarter financial statements subject to the updated September financials. Member Ball concurred and the motion passed.

IV. Consideration of Capital Distribution Notice (Presenter: Helen Hutchens)

Ms. Hutchens stated, we have now completed the capital contributions related to construction of both Phase 1 and 2 of the wellfield and it was decided some time ago that we would hold off on distributing any money out of TIFA before those capital contributions were completed. Now that we have completed those contributions, staff has discerned a cash balance that would be necessary to handle the maintenance items as they come up. The attachment to the capital distribution notice indicates our current cash balance, expected cash needs that have already been approved for payment, and maintenance cash balance that we need to maintain in order to ensure that TIFA can handle any emergency situation. That brings us down to the available distributable cash and it is the recommendation of the staff of Farmton and City of Titusville that we distribute \$1.34 million and it will be distributed one-half to Titusville and one-half to Farmton Water Resources.

Ms. Goering stated, it appears that the notice needs to be signed at the meeting.

Ms. Hutchens stated, yes and with that final authorization Mike will be able to cut checks to both the City of Titusville and to Farmton Water Resources.

Member Brown moved to approve capital distribution notice. Member Ball concurred and the motion passed.

Staff Reports/Informational Items

V. Update on Rail Trail Project (Presenter: Andy Jantzer)

Mr. Jantzer stated, for a two-week work projection the contractor has initiated the clearing and grubbing of the north segment. We have a city inspector assigned to check in regularly with the field personnel of the general contractor and they are working that out right now. The design engineer on the design/build team has informed us and the rest of the stakeholders that they are basically comparing issuing periodic releases of working versions of the drawings to provide design guidance and that is short term as they see things pop up they are

actually issuing revised drawings as conditions require. Basically they are going to follow the clearing and grubbing and continue to conduct unofficial releases of working drawings that are basically considered construction contractor guidance drawings. That would be an intermediary step between the 100% approved drawings and the as-builts. The city is on the distribution list for those drawings so we are getting the latest information from the design engineer with regard to working drawings and we recently did a review of them and there are no sweeping changes, they are just making minor alignment adjustments as they promised to try to optimize the location of the trail versus the valve boxes and fiber optic pull boxes so the utilities are either fully in asphalt or fully outside of asphalt but not in any zones that are in-between.

Mr. Stauffer stated, I wanted to add one more thing and this came in a few minutes ago so Andy is not aware of it but I wanted to make TIFA aware. A week or two ago we had maintenance folks in the wellfield and they took a picture of what looks like clearing and grubbing activities and a well and we just now realized that the wellhead that you see is a City of Titusville well and I believe that was drilled a couple years ago and we were looking at that to be a blending well. We had done a project with St. Johns River Water Management District to see if we could bring on some brackish wells to blend with the Area IV water and we did the test and found it wasn't a reliable source for brackish water so the wellhead is still there. Clearly you can see from the picture an existing well with the City of Titusville and a cleared area and a large pile of brush. What we determined is that underneath that pile of brush is salt water monitoring Well 4 that is owned by TIFA. I also have a location map that I will provide to Chicago. One good piece of news is the well is below ground so the pile of material on top of it they haven't destroyed anything but we don't have access to it at this point. We also have data loggers in there so we only need to access it once a month it is still monitoring but we aren't really sure exactly where it is in the pile of debris and what shape it is in. I learned about an hour ago that we had contact from a gentleman with Goodson Paving and apparently this clearing is associated with installing culverts. I know there is rail trail work going on there and there is also some access path for Miami Corp.

Member Brown stated, that is our access.

Mr. Stauffer stated, then that is your guy. Do you know a gentleman named Robert?

Member Brown stated, I don't but if he is the equipment operator who has been onsite then we will have that addressed by our engineer who is overseeing that job.

Mr. Ball stated, to be sure it is clear to me this is Titusville's well not TIFA's and it is not needed.

Mr. Stauffer stated, that is correct, that is the City of Titusville asset.

Member Ball asked are you going to cap it off or is it going to sit like that?

Mr. Staffer stated, I'm not sure what the status of the well is. We will go back and check it may have been abandoned I'm not sure but we will find out the history on it.

Member Ball stated, but that is on the city's nickel not TIFA's?

Mr. Stauffer stated, absolutely.

Member Ball stated, the monitoring well is essential to continuing TIFA operations under the pile so that needs to be protected that Mike said he will take care of.

Member Brown stated, and uncover it quickly.

Mr. Stauffer stated, I think also we invited Robert he is in contact with Richard Crum we have invited him to our offices and we will get him maps of the locations of all the salt water monitoring wells.

Member Brown stated, the survey group should have located any of that stuff right there prior to the construction on our crossing and those culverts so I will make sure that connection is made.

Member Ball asked what is the infrastructure above ground associated with the salt water monitoring wells? The wells are underground how do you know it is there?

Mr. Stauffer stated, I believe there is a concrete collar and valve box lid.

Member Brown stated, if that is something that was being monitored it would have been very visible if it is within that corridor until the first time the dozer made a trip.

Mr. Stauffer stated, I just wanted to bring that up so that we could identify whose new project it was.

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

Mr. Stauffer stated, nothing on the well drilling project. Moving onto the pipeline and well outfitting, we did find out last week that the independent welding inspections that occurred for the new wellheads had passed. The schedule for replacement of those wellheads has been postponed because of the hurricane. We are looking at starting the first week of replacements on October 24th the schedule will be the same as we proposed before where two wells will be shut down on a Monday, the wellheads replaced then Tuesday morning we will go through calibration testing for those wells. We have also rearranged the schedule according to recommendations during the last TIFA meeting where WR-8 will go first and that will save us having to Bac-T the well twice. That was an excellent recommendation and will save us some time and effort.

We have also received some guidance regarding the paint and rust issues on the wellheads, we received some guidance from our Tenemec rep. The recommendation from the rep was to handle the repainting outside of this work with the wells. There is concern if we do the repainting now running the wells will cause condensation on the pipe and that will hamper applying a good coat of paint. Staff has agreed to move the repainting to the January/February timeframe and under that timeframe hopefully the groundwater and air temperature will be similar and we will have less of a condensation issue. What we are hoping to avoid is having to shut down the wells multiple days because of the painting. The extra time will also give us the opportunity to review the contractor's plan of action for painting. We want to make sure when they go through and repaint that what they are doing is appropriate and we get a long life out of this repainting.

We also have agreed that the fencing and concrete repair that needs to be taken care of the contractor plans to handle that during the repainting process. We will provide more information over the next few meetings about what the plans are for the painting and how that will occur.

I wanted to say a few things about the hurricane. Area IV was operated on generator during the hurricane. We have three generators and the three generators worked well, they have no issues with operations and were able to produce water throughout the storm. It took us about five days before we were able to get back on FP&L. We understand what an isolated area that is, access is an issue. Saturday we had workers try to access the wells and wellfield to see what had happened and they were not able to get through on Maytown Road.

Member Brown stated, east of 95 in that area that goes through the bottom end at Turnbull Hammock was just battered. I have never seen anything from any of the rest of the storms that looked quite like that. They just got that cleaned back up and a lot of the power poles are still in shambles.

Mr. Stauffer stated, we thought the roads out at Area IV would be the difficulty and it wasn't it was just getting to the wellfield itself was the problem. Luckily Pike had come through so we were able to access the wells on Sunday. The generators have a 400 gallon tank and they can run about three days without refueling. On Sunday we started making trips to go and refuel them and unfortunately Water Production only has a 100 gallon tank on their truck so were making multiple trips. During one of our after action meetings at the city we found that another one of our divisions has a 300 gallon tank that you mount on the back of a truck. It is not a permanent mount so we are going to look at that to see if it will do the task but we definitely need to have a larger tank so we can limit the number of refueling trips.

Member Ball stated, for the record kudos to city staff for responding well in their first test employing emergency procedures to make sure that the wells continued to operate and provide water to the customers.

Member Brown stated, I would say that too for the whole east coast of Florida's EMS from Brevard County north particularly.

Other Business

Public Comment

Next Scheduled Meeting

The next meeting will be held December 1, 2016.

Open Items

Adjournment

Member Brown moved to adjourn the meeting at 11:27 a.m. Member Ball concurred and the meeting adjourned.