

***TIFA***

*DECEMBER 21, 2017*

# *AGENDA*

**TIFA LLC MEETING AGENDA**  
**December 21, 2017**  
**11:30 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 November 30, 2017  
(Presenter: James Perry)

**Financial Items and Reports**

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

**Staff Reports / Informational Items**

- III. Well WR-8 Restoration Status (Presenters: Sean Stauffer)
- IV. Update on Rail Trail Project (Presenter: Andy Jantzer)
- V. Area IV Update (Presenter: Sean Stauffer)

**Other Business**

**Public Comment**

**Next Scheduled Meeting**

**Open Items**

**Adjournment**

*FIRST ORDER OF BUSINESS*

Date: December 21, 2017

To: TIFA LLC Management Committee

From: Sarah Sweeting, GMS, LLC

Subject: Approval of Minutes – November 30, 2017 TIFA LLC Meeting

**Summary Explanation & Background:** The draft minutes of the November 30, 2017 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, on November 15, 2017, the City of Titusville and Farmton Water Resources / Miami Corporation confirmed they had no comments. No other comments have been received.

**Source of Funds:** This action requires no funds.

Minutes of TIFA LLC Meeting  
November 30, 2017  
11:30 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  
David Fuechtman, Farmton Water Resources (by telephone)  
Susan Paddock, Miami Corporation (by telephone)  
Pat Gagliardi, Farmton Water Resources (by telephone)  
Helen Hutchens, Farmton Water Resources (by telephone)  
Jim Perry, GMS LLC

Jim Perry conducted the meeting.

**Action Items**

**I. Approval of the Minutes of the TIFA LLC Meeting of October 5, 2017 and October 31, 2017 Meeting**

Member Ball moved to approve the October 5, 2017 and October 31, 2017 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)**

Member Brown moved to ratify the expenses paid from the operating account and request for reimbursement in the amount of \$9,394.05. Member Ball concurred and the motion passed.

**III. Consideration of Fiscal Year 2018 Operating Budget (Presenter: James Perry)**

Member Ball moved to approve the fiscal year 2018 operating budget as presented. Member Brown concurred and the motion passed.

### **Staff Reports/Informational Items**

#### **IV. Well WR-8 Status (Presenter Sean Stauffer)**

Mr. Stauffer distributed charts with the most recent chloride data for WR-8 and a chart for WR-9 and recommended keeping the flow rate the same as it is now with the caveat that as soon as chloride levels are in excess of 8mg per liter that the flow be immediately reduced to 250 GPM as proposed by Mr. Boyd.

Ms. Hutchens recommended an incremental decrease unless chlorides start to increase then immediately decrease the full amount.

Member Ball moved to authorize staff to reduce production of Well WR-8 by 50% of the recommendation by Mr. Boyd unless chloride levels increase then staff was authorized to reduce production to the recommended level. Member Brown concurred and the motion passed.

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

Mr. Stauffer reported that work is continuing on the rail trail and paving has been pushed from December 4<sup>th</sup> until mid-December to ensure the pull boxes are repaired and brought up to the paving grade.

#### **VI. Area IV Update (Presenter: Sean Stauffer)**

Mr. Stauffer reported that construction is complete, final warranty inspection was conducted November 15<sup>th</sup>, a punch list was created and transmitted to the contractor.

### **Other Business**

### **Public Comment**

### **Next Scheduled Meeting**

Next meeting will be scheduled for December 21, 2017 at 11:30 a.m.

## **Open Items**

## **Adjournment**

Member Ball moved to adjourn the meeting at 11:58 p.m. Member Brown concurred and the meeting 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
12/21/17	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	\$6,934.37	12/21/17	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

\_\_\_\_\_  
Jim Ball, Manager

Date: \_\_\_\_\_, 2017

Date: \_\_\_\_\_, 2017

**TIFA LLC**  
**Check Detail**

November 22 through December 13, 2017

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill	1235	12/04/2017	Avanti Company		103.00 · Cash- Nort...		-1,475.08
Bill	120477	11/14/2017			501.50 · O&M Parts ...	-1,475.08	1,475.08
TOTAL						-1,475.08	1,475.08
Bill	1236	12/05/2017	Florida Power & Li...		103.00 · Cash- Nort...		-5,459.29
Bill	83665...	12/01/2017			511.00 · Utilities	-250.67	250.67
Bill	73681...	12/01/2017			511.00 · Utilities	-283.80	283.80
Bill	62400...	12/01/2017			511.00 · Utilities	-257.46	257.46
Bill	40983...	12/01/2017			511.00 · Utilities	-244.45	244.45
Bill	24869...	12/01/2017			511.00 · Utilities	-261.61	261.61
Bill	09060...	12/01/2017			511.00 · Utilities	-253.38	253.38
Bill	76646...	12/01/2017			511.00 · Utilities	-418.31	418.31
Bill	74008...	12/01/2017			511.00 · Utilities	-471.66	471.66
Bill	54996...	12/01/2017			511.00 · Utilities	-402.22	402.22
Bill	47893...	12/01/2017			511.00 · Utilities	-425.76	425.76
Bill	32610...	12/01/2017			511.00 · Utilities	-560.57	560.57
Bill	18790...	12/01/2017			511.00 · Utilities	-573.80	573.80
Bill	11526...	12/01/2017			511.00 · Utilities	-350.19	350.19
Bill	54213...	12/01/2017			511.00 · Utilities	-264.13	264.13
Bill	75317...	12/01/2017			511.00 · Utilities	-441.28	441.28
TOTAL						-5,459.29	5,459.29