

Minutes of TIFA LLC Meeting  
June 30, 2015  
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  
Dwight Severs, City of Titusville, TIFA Management Committee Member  
Tom Abbate, City of Titusville, TIFA Management Committee Member  
John Peterson, City of Titusville, Water Resources Manager  
Andy Jantzer, City of Titusville, Water Resources Deputy Director  
Richard Broome, City of Titusville, City Attorney  
Susan Paddock, Farmton Water Resources (by telephone)  
Pat Gagliardi, Farmton Water Resources (by telephone)  
Helen Hutchens, Miami Corporation (by telephone)  
Dave deNagy, GMS LLC

Dave deNagy conducted the meeting.

**Action Items**

**I. Approve Designation of Authorized Agent for Permitting – Area IV Phase 2**

Mr. Jantzer stated, a similar document was signed two years ago designating Sean Stauffer as the agent and I'm in a backup position with Sean as far as Deputy Director and we are putting me in that backup capacity also as a signature authority for permitting actions associated with the project.

Member Severs asked, is this authorization solely for those duties as identified in Exhibit A or in the absence of Mr. Stauffer would you be authorized to act in the future for TIFA business? My concern is it seems that it is just for those items identified in Exhibit A and if for some reason Mr. Stauffer was not available six months from now, do we go through this process again or should this have a provision in the absence of Mr. Stauffer that he is then authorized to act.

Mr. Peterson responded, I agree as worded it says as a TIFA authorized agent for permits and approvals identified in Exhibit A. Agent shall have no authority to take action on behalf of TIFA except as actions as necessary for the execution of those duties identified herein.

Member Brown stated, so it is specific as to what is in Exhibit A. How does Sean's read, we did one of these two years ago for him.

Mr. Peterson stated, I understand it is the same document but there is language in here about superseding or whatever but that is the only change.

Member Brown stated, we would have had to reauthorize Sean [Stauffer] with the onset of this construction project.

Member Severs stated, I don't know what it said but I assume it was very broad.

Mr. Peterson stated, I think it was exactly what this says. This is just the project, basically it is for Phase 2.

Member Brown stated, anything else would then require an action of the committee and authorization to proceed with that permit and at that time if that is the way it reads we could authorize both Sean and Andrew for that.

Member Severs asked, as I understand it staff feels this is broad enough if six months from now Sean is not available you would be authorized to act or not?

Mr. Peterson stated, in my opinion only as Exhibit A. I think if it is important that he be able to act in Sean's stead for all TIFA business we need to come back with another one.

Ms. Pattock stated, with Barbra [Goering] not being here I think the idea behind this was there were some permits that were coming due and Sean [Stauffer] being on vacation the idea was to have a backup for critical things that we needed to get done. We didn't want to give broad power for everything because the idea would be that we have one special person, which is Sean [Stauffer] and just right now for the permitting that is an issue. We did the authorization exactly like we did Sean's without superseding it so that Sean [Stauffer] can still act as well and then as needed at the manager's meeting we would authorize and if we want to going forward Sean [Stauffer] and Andy [Jantzer] then we can do that but I think if Sean [Stauffer] is around we want the one central person to be able to sign off on all the other things as the construction manager.

Mr. Peterson stated, I believe a clearance had to be signed for DEP is what prompted this and Sean [Stauffer] wasn't available.

Member Severs moved to designate Andrew Jantzer, Deputy Director of City of Titusville Water Resources as the agent for permitting Area IV Phase 2. 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 in the amount of \$13,046.29 and request for reimbursement. Member Severs concurred and the motion passed.

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

Member Severs stated, I would like an update.

Mr. Jantzer stated, I was onsite yesterday and from the construction and administration reports in the past week they were able to sink the 18" casing down to the designated elevation of 124 feet and they also reamed and placed the 12" casing down to 130 feet and at that point they grouted it and it was under the review of CCI during this time, they did a caliper log and started to do the open hole drilling below elevation 130. They have gotten down to elevation 160

toward the end of last week and they were finished up for the week and they cleaned up and have been offsite since then. The development of the well seems to be going back on track.

Member Severs asked, when do we expect that well to be finished, completed?

Member Brown stated I would say not more than a week out on development. I understand they had an air hose problem on Friday and that is what has things slowed down starting this week. How far are they going down with that well?

Mr. Peterson stated, 200 feet I think.

Member Severs asked, at this stage as far as we know everything is proceeding satisfactorily?

Member Brown stated, according to Jim Boyd this morning that is exactly the case, things are moving just as they should. Everybody has their fingers crossed for the development portion of this.

### **Other Business**

### **Public Comment**

### **Next Scheduled Meeting**

Mr. deNagy stated, July 9<sup>th</sup> is the next meeting.

### **Open Items**

### **Adjournment**

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