

Minutes of TIFA LLC Meeting
February 19, 2015
11:00 a.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 (by phone)
Pat Gagliardi, Farmton Water Resources (by phone)
Susan Pattock, Farmton Water Resources (by phone)
Helen Hutchens, Miami Corp. (by phone)
Jim Perry, GMS, LLC

Jim Perry conducted the meeting.

Action Items:

I. Approval of the Minutes of the TIFA LLC Meeting of January 14, 2015

Member Severs moved to approve the minutes of the TIFA LLC meeting of January 14, 2015. Member Brown concurred and the minutes were approved.

Financial Items & Reports:

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

Jim Perry presented the expenses paid from the operating account and request for reimbursement, which total \$2,560.69. Member Severs moved to ratify the expenses paid from operating account and request for reimbursement. Member Brown concurred and the expenses were ratified.

III. Approval of Capital Call Notice

Jim Perry discussed the capital call notice, which requests \$260,176.87 in cash from the City of Titusville and \$240,036.86 in cash and \$20,140 in easements from Farmton Water Resources. Easements have been executed to allow Florida Power & Light to begin installing the electrical infrastructure. Member Severs moved to approve the capital call notice. Member Brown concurred and the capital call notice was approved.

Staff Reports / Informational Items:

IV. Area IV Phase 2 Update

Sean Stauffer advised that Advanced Well Drilling has completed the punch list items that were found during the well drilling substantial completion inspection. The final permit for WR-5A has been received. Advanced Well Drilling Change Order #3 has been executed. A schedule has been requested from AWD as to when drilling of WR-5A will begin. Felix, the raw water and well outfitting contractor has installed all of the raw water transmission main for the entire job, including all fiber optics conduit. The critical item now is installation of the wellfield roadway, which will allow FPL to install the overhead power distribution system.

Other Business:

Pat Gagliardi advised that staff is currently working on a managing agent RFP. The current GMS contract expires on June 30, 2015. The RFP will be sent out within the next week. Proposals and a recommendation will be presented to the managers at the April meeting.

A draft has been circulated of a Notice of Required Action Number 3 to Felix & Associates for missing compliant COI's and for a few expired COI's, as well.

Public Comment:

None.

Next Scheduled Meeting:

The next regular scheduled meeting is Thursday, March 19, 2015 at 3:00 p.m.

Open Items:

At the next meeting will be discussion on the contracts with Felix & Associates, CPH and Advanced Well Drilling. A presentation of the audit by Moore, Stephens & Lovelace will be presented at the next meeting.

Adjournment:

Member Brown moved to adjourn the meeting at 11:19 a.m. Member Severs concurred and the meeting was adjourned.