

Minutes of TIFA LLC Meeting  
February 27, 2020  
11:30 a.m.  
City of Titusville Water Resources  
Mourning Dove Water Plant  
2836 Garden Street  
Titusville, Florida

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  
Gene DeMayo, City of Titusville  
Susan Paddock, Farmton Water Resources (by telephone)  
Pat Gagliardi, Farmton Water Resources (by telephone)  
Farlen Halikman, Moore Stephens Lovelace, P.A.  
Jim Perry, GMS LLC

Jim Perry conducted the meeting.

**Roll Call**

**Action Items**

**I. Approval of the Minutes of the TIFA LLC Meeting of January 23, 2020**

Member Brown moved to approve the January 23, 2019 meeting minutes as presented. Member Ball concurred and the motion passed.

**Financial Items and Reports**

**II. Presentation of the TIFA LLC Draft Audit Report (Presenter: Farlen Halikman)**

Mr. Halikman reviewed the fiscal year 2019 audit and indicated that it was a clean report. The financial statements are presented fairly in accordance with general accepted accounting principles and there were no material weaknesses or deficiencies.

Member Ball moved to accept the fiscal year 2019 audit report. Member Brown concurred and the motion passed.

**III. Presentation of the Management Representation Letter (Presenter: Farlen Halikman)**

Mr. Halikman stated the management representation letter was emailed to you and upon your signing the management representation letter I am prepared to issue the audit as drafted.

**IV. Presentation of the TIFA LLC Tax Return (Presenter: Farlen Halikman)**

Mr. Halikman stated the tax return has the exact numbers as the audit with one difference of about \$60,000 that is a book/tax difference in depreciation methods. There is a form that needs a signature that allows us to electronically file the return.

Member Ball moved to approve the TIFA LLC tax return for 2019. Member Brown concurred and the motion passed.

Members Brown and Ball executed the management representation letter and the tax return Form 8879-PE and Mr. Halikman left the meeting at this time.

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

Member Ball moved to ratify the expenses paid from the operating account and request for reimbursement in the amount of \$5,354.82. Member Brown concurred and the motion passed.

**VI. Consideration of Capital Distribution Notice (Presenter: Pat Gagliardi)**

Member Ball moved to approve the capital distribution notice in the total amount of \$220,000; \$110,000 to each member. Member Brown concurred and the motion passed.

**Staff Reports/Informational Items**

**VI. Consideration of Lawnmower Purchase Proposal (Presenter Sean Stauffer)**

Member Ball moved to approve the purchase of a 52” commercial grade riding lawnmower from Bucks Lawnmower Shop in Titusville in the amount of \$6,162.34. Member Brown concurred and the motion passed.

**Other Business**

**Public Comment**

**Next Scheduled Meeting**

The next meeting is scheduled for March 26, 2020 at 11:00 a.m.

**Open Items**

**Adjournment**

Member Ball moved to adjourn the meeting at 11:48 a.m. Member Brown concurred and the meeting adjourned.