

***TIFA***

*SEPTEMBER 26, 2019*

# *AGENDA*

**TIFA LLC MEETING AGENDA**  
**September 26, 2019**  
**11:00 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 August 22, 2019  
(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**

**Other Business**

**Public Comment**

**Next Scheduled Meeting**

**Open Items**

**Adjournment**

*FIRST ORDER OF BUSINESS*

Date: September 26, 2019

To: TIFA LLC Management Committee

From: Sarah Sweeting, GMS, LLC

Subject: Approval of Minutes – August 22, 2019 TIFA LLC Meeting

**Summary Explanation & Background:** The draft minutes of the August 22, 2019 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 September 6, 2019 comments were received from Farmton Water Resources / Miami Corporation and on September 17, 2019 the City of Titusville indicated they had no additional comments. No other comments have been received.

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

Minutes of TIFA LLC Meeting  
August 22, 2019  
11:00 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  
Anna Abreu-Ochoa, City of Titusville  
Gene DeMayo, City of Titusville  
David Fuechtman, Farmton Water Resources (by telephone)  
Pat Gagliardi, Farmton Water Resources (by telephone)  
Jim Perry, GMS LLC

Jim Perry conducted the meeting.

**Roll Call**

**Action Items**

**I. Approval of the Minutes of the TIFA LLC Meeting of July 30, 2019**

Member Ball moved to approve the July 30, 2019 meeting minutes as presented. Member Brown concurred and the motion passed.

**II. Consideration of Wetland Monitoring Well A4-6 Easement Modification (Presenter: Pat Gagliardi)**

Ms. Gagliardi stated, this is a minor modification to an existing easement to adjust the boundaries to what is actually being used. The change to the size is immaterial so there is no need to adjust the capital contribution. It has been signed by John Rau on behalf of Miami Corporation, Swallowtail LLC and Farmton Water Resources LLC and we are looking for approval by the TIFA managers. We need signatures by both managers to get the modification executed.

Member Ball moved to approve the easement modifications for Monitoring Well A4-6. Member Brown concurred and the motion passed.

### **Financial Items and Reports**

#### **III. 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 \$14,483.08. Member Brown concurred and the motion passed.

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

### **Other Business**

### **Public Comment**

### **Next Scheduled Meeting**

The next meeting will be held September 26, 2019 at 11:00 a.m. at the same location.

### **Open Items**

### **Adjournment**

Member Ball moved to adjourn the meeting at 11:04 a.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**

<b>TIFA Meeting Date</b>	<b>Approved</b>	<b>Total Contract or Expenditure Authorized</b>
09/26/2019	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:

<b>Invoice Description</b>	<b>Total Amount</b>	<b>Pursuant to Previous TIFA Authorization Date</b>	<b>Invoice Payment</b>
Transfer to imprest account at Northern Trust ending *8866	\$12,005.67	09/26/2019	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: \_\_\_\_\_, 2019

Date: \_\_\_\_\_, 2019

**TIFA LLC**  
**Check Detail**  
 August 20 through September 19, 2019

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
<b>Bill Pmt -Check</b>	<b>1300</b>	<b>09/18/2019</b>	<b>The City of Titusville</b>		<b>103.00 - Cash- Nort...</b>		<b>-2,253.91</b>
Bill	61-2019	08/07/2019			501.00 - O&M Oper...	-505.88	505.88
Bill	62-2019	08/14/2019			501.00 - O&M Oper...	-541.39	541.39
Bill	63-2019	08/21/2019			501.00 - O&M Oper...	-452.60	452.60
Bill	64-2019	08/21/2019			501.00 - O&M Oper...	-186.23	186.23
Bill	65-2019	08/23/2019			501.00 - O&M Oper...	-150.72	150.72
Bill	66-2019	08/28/2019			501.00 - O&M Oper...	-417.09	417.09
<b>TOTAL</b>						<b>-2,253.91</b>	<b>2,253.91</b>
<b>Bill Pmt -Check</b>	<b>1301</b>	<b>09/18/2019</b>	<b>Miami Corporation</b>		<b>103.00 - Cash- Nort...</b>		<b>-3,607.89</b>
Bill	MC1-2...	07/03/2019			501.00 - O&M Oper...	-2,343.13	2,343.13
Bill	MC2-2...	07/10/2019			501.00 - O&M Oper...	-1,264.76	1,264.76
<b>TOTAL</b>						<b>-3,607.89</b>	<b>3,607.89</b>
<b>Bill Pmt -Check</b>	<b>ACH0...</b>	<b>09/19/2019</b>	<b>Florida Power &amp; Li...</b>		<b>103.00 - Cash- Nort...</b>		<b>-6,143.87</b>
Bill	11526...	09/03/2019			511.00 - Utilities	-282.24	282.24
Bill	54213...	09/03/2019			511.00 - Utilities	-299.11	299.11
Bill	75317...	09/03/2019			511.00 - Utilities	-543.06	543.06
Bill	18790...	09/03/2019			511.00 - Utilities	-693.19	693.19
Bill	54996...	09/03/2019			511.00 - Utilities	-456.49	456.49
Bill	76646...	09/03/2019			511.00 - Utilities	-505.38	505.38
Bill	74008...	09/03/2019			511.00 - Utilities	-525.31	525.31
Bill	47893...	09/03/2019			511.00 - Utilities	-519.58	519.58
Bill	32610...	09/03/2019			511.00 - Utilities	-686.32	686.32
Bill	73681...	09/03/2019			511.00 - Utilities	-285.12	285.12
Bill	62400...	09/03/2019			511.00 - Utilities	-271.90	271.90
Bill	40983...	09/03/2019			511.00 - Utilities	-245.22	245.22
Bill	83665...	09/03/2019			511.00 - Utilities	-275.10	275.10
Bill	24869...	09/03/2019			511.00 - Utilities	-274.35	274.35
Bill	09060...	09/03/2019			511.00 - Utilities	-281.50	281.50
<b>TOTAL</b>						<b>-6,143.87</b>	<b>6,143.87</b>