

TIFA

DECEMBER 22, 2022

AGENDA

TIFA LLC MEETING AGENDA
December 22, 2022
11:00 a.m.
MEETING LOCATION
CITY OF TITUSVILLE
CITY HALL, COUNCIL CHAMBER, SECOND FLOOR
555 S. WASHINGTON AVENUE – TITUSVILLE, FLORIDA
Call in Number:
(US) 1-877-304-9269 (PIN: 480560)

Roll Call

Action Items

- I. Approval of the Minutes of the TIFA LLC Meeting November 29, 2022
(Presenter: Jeremy Lebrun)

Financial Items and Reports

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

Staff Reports / Informational Items

Other Business

Public Comment

Next Scheduled Meeting

Open Items

Adjournment

Any person who decides to appeal any decision of the TIFA Members with respect to any matter considered at this meeting will need a record of the proceedings, and for such purpose, may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

TIFA desires to accommodate persons with disabilities. Accordingly, any physically handicapped person, pursuant to Chapter 286.26 Florida Statutes, should, at least 48 hours prior to the meeting, submit a written request to the chairperson that the physically handicapped person desires to attend the meeting.

FIRST ORDER OF BUSINESS

Date: December 22, 2022

To: TIFA LLC Management Committee

From: Sarah Sweeting, GMS, LLC

Subject: Approval of Minutes – November 29, 2022 TIFA LLC Meeting

Summary Explanation & Background: The draft minutes of the November 29, 2022 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 December 5, 2022 comments were received from Farnton Water Resources / Miami Corporation and 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
November 29, 2022
11:00 a.m.
City Hall Council Chamber, Second Floor
555 S. Washington Avenue
Titusville, Florida

Persons in Attendance

Robbie E. Lee, Jr., Miami Corp. Management, LLC, TIFA Management Committee Member
Tom Abbate, City of Titusville, TIFA Management Committee Member
Sean Stauffer, City of Titusville, Water Resources Director
Chelsea Farrell, City of Titusville
Pat Gagliardi, Farnton Water Resources (by telephone)
Jeremy LeBrun, GMS LLC

Jeremy LeBrun conducted the meeting.

Roll Call

Action Items

I. Approval of the Minutes of the TIFA LLC Meeting of October 20, 2022 (Presenter: Jeremy Lebrun)

Member Lee moved to approve the October 20, 2022 meeting minutes as presented. Member Abbate concurred and the motion passed.

II. Consideration of Audit Engagement Letter with Moore Stephens Lovelace

Member Lee moved to approve the engagement letter with Moore Stephens Lovelace. Member Abbate concurred and the motion passed.

Financial Items and Reports

III. Presentation of Fiscal Year 2023 Budget (Presenter: Pat Gagliardi)

Ms. Gagliardi stated, you had a chance to look at the budget ahead of time and I want to point out that the consulting fees have gone up research possible alternatives for getting power to

the wells during hurricanes. At the same time there won't be any wellfield repair expense. Robbie was able to complete all road work in 2022. That is going to bring the water rates down from \$1.18 to \$1.16. Everything looks status quo on the balance sheet and it looks like we will be able to do the standard number distribution of \$840,000 as budgeted for 2023.

Member Lee moved to approve the fiscal year 2023 budget as presented. Member Abbate concurred and the motion passed.

IV. Ratification of Expenses Paid from Operating Account and Request for Reimbursement (Presenter: Jeremy LeBrun)

Member Lee moved to ratify the expenses paid from the operating account and request for reimbursement in the amount of \$9,064.87. Member Abbate concurred and the motion passed.

Staff Reports/Informational Items

Other Business

Public Comment

Next Scheduled Meeting

The next meeting will be held December 22, 2022 at 11:00 a.m.

Open Items

Adjournment

Member Lee moved to adjourn the meeting at 11:06 a.m. Member Abbate 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
12/22/2022	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	\$10,380.79	12/22/2022	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.

Robert E Lee, Manager

Jim Ball, Manager

Date: _____, 2022

Date: _____, 2022

TIFA LLC Check Detail

November 23 through December 15, 2022

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Check	ACH11282022	11/28/2022	Cardmember Service	103.00 · Cash- Nort...		-3,209.86
				203.50 · Northen Tr...	-3,209.86	3,209.86
TOTAL					-3,209.86	3,209.86
Bill Pmt -Check	ACH121522	12/15/2022	Florida Power & Light	103.00 · Cash- Nort...		-6,779.97
Bill	11526-54016Dec22	12/01/2022		511.00 · Utilities	-325.89	325.89
Bill	47893-42013Dec22	12/01/2022		511.00 · Utilities	-586.05	586.05
Bill	54213-71161Dec22	12/01/2022		511.00 · Utilities	-375.61	375.61
Bill	75317-43016Dec22	12/01/2022		511.00 · Utilities	-625.70	625.70
Bill	76646-91016Dec22	12/01/2022		511.00 · Utilities	-427.45	427.45
Bill	09060-50505Dec22	12/01/2022		511.00 · Utilities	-333.45	333.45
Bill	24869-01248Dec22	12/01/2022		511.00 · Utilities	-338.47	338.47
Bill	40983-63494Dec22	12/01/2022		511.00 · Utilities	-305.98	305.98
Bill	62400-69564Dec22	12/01/2022		511.00 · Utilities	-344.72	344.72
Bill	73681-17557Dec22	12/01/2022		511.00 · Utilities	-323.76	323.76
Bill	83665-19117Dec22	12/01/2022		511.00 · Utilities	-344.45	344.45
Bill	18790-42503Dec22	12/01/2022		511.00 · Utilities	-693.34	693.34
Bill	32610-23505Dec22	12/01/2022		511.00 · Utilities	-670.64	670.64
Bill	54996-25506Dec22	12/01/2022		511.00 · Utilities	-492.32	492.32
Bill	74008-14500Dec22	12/01/2022		511.00 · Utilities	-592.14	592.14
TOTAL					-6,779.97	6,779.97
Bill Pmt -Check	1372	12/15/2022	Pace Analytical, LLC	103.00 · Cash- Nort...		-390.96
Bill	2235518898	11/29/2022		501.50 · O&M Parts ...	-195.48	195.48
Bill	2235519595	12/01/2022		501.50 · O&M Parts ...	-195.48	195.48
TOTAL					-390.96	390.96