

***TIFA***

*JANUARY 19, 2023*

# *AGENDA*

**TIFA LLC MEETING AGENDA**  
**January 19, 2023**  
**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 December 22, 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: January 19, 2023

To: TIFA LLC Management Committee

From: Sarah Sweeting, GMS, LLC

Subject: Approval of Minutes – December 22, 2022 TIFA LLC Meeting

**Summary Explanation & Background:** The draft minutes of the December 22, 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 January 3, 2023 comments were received from Farnton Water Resources / Miami Corporation and on January 4, 2023, comments were received from the City of Titusville. No other comments have been received.

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

Minutes of TIFA LLC Meeting  
December 22, 2022  
11:04 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  
Jim Ball, City of Titusville, TIFA Management Committee Member  
Sean Stauffer, City of Titusville, Water Resources Director  
Richard Broome, City of Titusville, City Attorney  
David Fuechtman, Miami Corporation Management, LLC (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 November 29, 2022 (Presenter: Jeremy LeBrun)**

Member Lee moved to approve the November 29, 2022 meeting minutes as amended. Member Ball concurred and the motion passed.

**Financial Items and Reports**

**II. 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 \$10,380.79. Member Ball concurred and the motion passed.

**Staff Reports/Informational Items**

Member Ball: From the conference call my only questions were items 3 and 4 just to bring me up to speed. Gene DeMayo advised he was out last week at the wellfield but thinks we may need to address road conditions and repairs. We just did that, obviously there is some continuing issues. Do you want to elaborate on the item that came up in the conference call?

Mr. Stauffer: We chatted about that briefly. Gene and some other staff members were out and particularly looking at pull boxes and valve boxes because we have some damage on the rail trail. We are getting ready to hire a contractor to do some work for us and we thought we will look on the TIFA side too. The good news on the TIFA side we didn't find any damage to any of the pull boxes or valve boxes, but Gene was concerned about some of the road conditions. We asked him specifically what parts and whether or not those are roads that had been addressed. He said he would get back to us with specifics. We got a ton of rain with that hurricane so I would not be surprised if the roads are not as in good of shape as they were prior to the hurricane. We will get back with Gene and get the specifics.

Member Ball: Can we get an update on that at our next meeting?

Mr. Stauffer: Yes.

Member Ball: I would like to go out to the wellfield just to get eyes on it. That falls into what I think is an ongoing recurring obligation on our part to look at resiliency for the wellfield. We talked about power a couple months ago and I know we are going to bring on a consultant to look at alternatives. I don't want to get lulled into a false sense of, we are done we spent \$75,000 last year and thought that would buy us five years.

Member Lee: There will need to be some continuing maintenance to the road, it won't be \$75,000 but I wasn't aware of anything we needed to address now.

Member Ball: I'm not advocating spending money we don't need to spend but if there is a resiliency plan that we need to address eventually raising those road beds a little bit or whatever we need to do. The flood we saw might not recur for a number of years or might recur next year.

On the wellfield generators update, Sean Stauffer and Jim Boyd will discuss what to put in the scope of services. Will we see that? You are going to develop an RFP with Jim Boyd for consulting services on that?

Mr. Stauffer: Yes, that is correct.

Member Ball: We will get a chance to review that before it goes out?

Mr. Stauffer: We will bring that before you to make sure it is scoped appropriately to what your expectations are.

Member Ball: As we mentioned at the budget briefing, we would be best advised to have that consultant present us with several alternatives and not just zero in on one; give us a range of options. One of the things I suggest you consider having them look at is whether there is something we could do with FPL to harden the system or improve the resiliency of their feed to us and maybe that could be amortized over many years. Maybe there are grants available to help us with that. Those are the two things other than the wellfield assets themselves that are going to impact us over time: accessibility and power to the sites.

I saw in the paper that the Brevard County Commission has approved a list of legislative priorities to go to the legislative delegation on January 11<sup>th</sup>. The final bullet was a water treatment plant expansion presumably that is us and the addition of new potable water wells that would benefit the integrity of the potable water supply in North Brevard. Did we ask for that?

Mr. Stauffer: That has to be the Mims Plant.

Member Ball: Can we get some awareness of what they are talking about? New potable water wells that would benefit the integrity of potable water supply in North Brevard. Are they talking about putting in county wells and if so, where?

Mr. Stauffer: I think that is what they are implying, an expansion to the county owned Mims Plant as well as additional wells. I do know that facility is pretty small. I'm also aware they currently only have three surficial wells that feed it and I don't think they have a lot of extra capacity. We are all aware there is a lot of growth in the area. I know Mims in North Brevard is seeing a lot of growth and I'm sure that is what it is a preparation for. That is just what I'm guessing, but I have not seen any specific plans, potential well locations, not heard of any consumptive use permits but I will see what I can find.

Member Ball: They are going to ask the legislature for money to do it. I would think that we would want to know from an awareness standpoint. It may have no impact on us at all.

Mr. Stauffer: My first guess would be that they would look in and around the Mims area and look at surficial sources. I will ask Robbie if Brevard County reached out to Miami Corp.

Member Lee: Not that I'm aware of.

Mr. Stauffer: You own most of the land up there. My guess it would be in and around where they currently have the wells. I think that would probably be more of a city concern because we also share that same surficial source, astronaut ridge, the city has surficial wells up there too. Those could compete with each other.

Member Ball: For everybody's interest I recommend that you get a little more information on that. It is a public item now. I wanted to understand water treatment too if that was ours or not.

Mr. Stauffer: It is not ours. I'm sure it is theirs and I know it is a small facility and from what I understand they don't have a lot of extra capacity. I think they are able to serve the customers they have and that is about it; to accommodate growth they are going to have to increase the size of their plant.

Member Ball: I checked the LLC registration with the state and that is going to be coming up for renewal. Is that a GMS action to do that?

Mr. LeBrun: I will double check.

Mr. Stauffer: Typically, Glenn Storch does that and every once in a while I see a payment come across and it was typically Miami Corp. it used to be Barbara Goering who would pay for that.

Member Ball: It still lists Mike Brown as one of the Members and listing Daniel as the registered agent.

Mr. LeBrun: I will check on that.

Member Ball: I looked at the website and are they finished? I forget how much we paid the consultant. The only thing I saw addressing accessibility is one button that has all the things that say we made our best effort.

Mr. LeBrun: They do a lot of our websites and they make it so it is statutorily compliant with disability laws and when you click on that button there should be different functions. I will follow-up on that.

Member Ball: I was curious to know if they were done. It looks nice but there are typos in the text. Sean's email is not on it. I think the documents are lagging a little bit, but it looked like a complete set of documents.

Mr. LeBrun: I have the meter reads next week, the auditor will be with us on that one and we need a four-seater truck.



Member Lee: I have that lined up. What date will that be?

Mr. LeBrun: It is the 30<sup>th</sup>.

Member Ball: I think also on your consultant's scope, not to drive costs up in that study, but if they can capture the current conditions. If we can get an awareness of where the vulnerabilities are. Is the distribution feed to the wells underground or aboveground?

Mr. Stauffer: It is aboveground.

Member Ball: Does it come from a single location over on U.S. 1?

Mr. Stauffer: It comes off Aurantia and I believe there is some underground between Aurantia that then goes under the I-95 overpass and the trail is right there. They did some bores, three phase power comes down Aurantia from U.S. 1 bores under the overpass that goes aboveground at the parking lot area for the trail, aboveground all the way to all the wells.

### **Other Business**

### **Public Comment**

### **Next Scheduled Meeting**

The next meeting will be January 19, 2023.

### **Open Items**

### **Adjournment**

Member Lee moved to adjourn the meeting at 11:21 a.m. Member Ball 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
1/19/2023	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	\$16,098.28	1/19/2023	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.

\_\_\_\_\_  
Glenn Storch, Alternate Manager

\_\_\_\_\_  
Jim Ball, Manager

Date: \_\_\_\_\_, 2023

Date: \_\_\_\_\_, 2023

**TIFA LLC**  
**Check Detail**

December 16, 2022 through January 12, 2023

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	1373	01/10/2023	Pace Analytical, LLC	103.00 · Cash- Nort...		-2,432.64
Bill	2235519781	12/02/2022		501.50 · O&M Parts ...	-1,216.32	1,216.32
Bill	2235519782	12/02/2022		501.50 · O&M Parts ...	-1,216.32	1,216.32
TOTAL					-2,432.64	2,432.64
Bill Pmt -Check	1374	01/10/2023	The City of Titusville	103.00 · Cash- Nort...		-1,461.32
Bill	COT11302022	11/30/2022		501.00 · O&M Oper...	-1,461.32	2,195.27
TOTAL					-1,461.32	2,195.27
Bill Pmt -Check	1375	01/10/2023	The Colinas Group	103.00 · Cash- Nort...		-2,000.00
Bill	O-869-9	12/30/2022		502.04 · Hydrogeolo...	-2,000.00	2,000.00
TOTAL					-2,000.00	2,000.00
Bill Pmt -Check	1376	01/12/2023	The City of Titusville	103.00 · Cash- Nort...		-2,195.27
Bill	COT12312022	12/31/2022		501.00 · O&M Oper...	-2,195.27	2,195.27
TOTAL					-2,195.27	2,195.27
Bill Pmt -Check	ACH01102023	01/10/2023	Florida Power & Light	103.00 · Cash- Nort...		-8,009.05
Bill	76646-91016Jan23	01/03/2023		511.00 · Utilities	-636.29	636.29
Bill	11526-54016Jan23	01/03/2023		511.00 · Utilities	-373.84	373.84
Bill	47893-42013Jan23	01/03/2023		511.00 · Utilities	-695.36	695.36
Bill	54213-7116Jan23	01/03/2023		511.00 · Utilities	-411.47	411.47
Bill	75317-43016Jan23	01/03/2023		511.00 · Utilities	-700.74	700.74
Bill	18790-42503Jan23	01/03/2023		511.00 · Utilities	-870.01	870.01
Bill	32610-23505Jan23	01/03/2023		511.00 · Utilities	-841.99	841.99
Bill	54996-25506Jan23	01/03/2023		511.00 · Utilities	-570.46	570.46
Bill	74008-14500Jan23	01/03/2023		511.00 · Utilities	-682.17	682.17
Bill	83665-19117Jan23	01/03/2023		511.00 · Utilities	-379.99	379.99
Bill	09060-50505Jan23	01/03/2023		511.00 · Utilities	-384.66	384.66
Bill	24869-01248Jan23	01/03/2023		511.00 · Utilities	-372.60	372.60
Bill	40983-63494Jan23	01/03/2023		511.00 · Utilities	-337.83	337.83
Bill	62400-69564Jan23	01/03/2023		511.00 · Utilities	-380.29	380.29
Bill	73681-17557Jan23	01/03/2023		511.00 · Utilities	-371.35	371.35
TOTAL					-8,009.05	8,009.05