

Minutes of TIFA LLC Meeting
November 30, 2023
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
Richard Broome, City of Titusville, City Attorney
Gene DeMayo, City of Titusville. Water Production Superintendent
Kevin Cook, City of Titusville, Public Works Director
David Fuechtman, Miami Corporation (by telephone)
Pat Gagliardi, Farmton Water Resources (by telephone)
Helen Hutchens, Farmton 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 19, 2023 (Presenter: Jeremy LeBrun)

Member Ball moved to approve the October 19, 2023 meeting minutes as presented. Member Lee concurred and the motion passed.

II. Consideration of Audit Engagement Letter with Moore Stephens & Lovelace

Member Ball moved to approve the engagement letter with Moore Stephens & Lovelace to perform the fiscal year 2023 audit. Member Lee concurred and the motion passed.

III. Ratification of Agreement with AECOM for the TIFA Area IV Wellfield Operational Resiliency Study

Ms. Hutchens: The current hold point was that AECOM was unwilling to sign the waivers for access to our property in the form that is acceptable to us. I went back to the city and asked them to arrange for a discussion with AECOM so we can come to agreement on those waivers. I haven't had that discussion yet. If the managers are in agreement I think we can move ahead with executing the agreement and they will not have full access to our property until we have resolved the waiver issue. I'm confident we can get the conference call set and figure out what we need to do with that and there are things we can do in advance of them coming onto the whole wellfield to get this study in process.

Member Ball: How restricted would they be in performing the scope of the contract with that limitation?

Ms. Hutchens: I don't feel that it would be a significant limitation until such time that they were ready to inspect the powerlines that move from the rail trail out into Phase 2. At the point at which they leave the rail trail is the point at which they enter our property. They will be able to review everything leading up to Phase 1 and everything surrounding the Phase 1 wells, but once they are ready to move to the Phase 2 wells that is when the restriction would occur, but in the intermediate they could be reviewing the FP&L proposal, and they would be able to initiate their concept if we were to provide our own backup system.

Member Ball: Do you feel that there is an opportunity to come to agreement? If everybody has their heels dug in on the language that is going to be problematic.

Mr. Hutchens: I need to hear their concerns. They were not willing to say they were liable for the actions of their own employees on our property. We need to come to agreement where that is indicated but they may want less stringent language in some other regard but that piece of it we should be able to come to agreement on. It is the same language we have always used and this is the first time we had anyone request edits.

Member Ball moved to ratify the agreement with AECOM for the TIFA Area 4 wellfield operational resiliency study given that there is a remaining issue that needs to be resolved to complete the full scope of the study. Member Lee concurred and the motion passed.

Financial Items and Reports

IV. Presentation of Fiscal Year 2024 Budget (Presenter: Helen Hutchens)

Member Lee moved to approve the fiscal year 2024 budget as amended adding \$5,000 to Farmton road repairs. Member Ball concurred and the motion passed.

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

Member Ball moved to ratify the expenses paid from the operating account and request for reimbursement in the amount of \$17,237.01. Member Lee concurred and the motion passed.

Staff Reports/Informational Items

Other Business

Member Ball: City Attorney Broome pointed out a couple meetings ago that we were still out of date on some of the data on sunbiz.org.

Mr. LeBrun: Those are due to be changed and rather than paying twice to change it, we are going to make sure that is correct when it comes to renew, which is this month.

Member Ball: In the last meeting we had conversation about the attempt to increase the credit line. I think we left it in the hands of the people in Chicago. Do we need to take any more action?

Ms. Hutchens: We reached out to Northern Trust for guidance.

Ms. Gagliardi: I have not heard back from them; I will get in touch again.

Public Comment

Next Scheduled Meeting

The next scheduled meeting is Thursday, December 21, 2023.

Open Items

Adjournment

Member Lee moved to adjourn the meeting at 11:40 a.m. Member Ball concurred and the meeting adjourned.