

TIFA

JANUARY 18, 2024

AGENDA

TIFA LLC MEETING AGENDA
January 18, 2024
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 21, 2023
(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 18, 2024

To: TIFA LLC Management Committee

From: Sarah Sweeting, GMS, LLC

Subject: Approval of Minutes – December 21, 2023 TIFA LLC Meeting

Summary Explanation & Background: The draft minutes of the December 21, 2023 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 22 2023, Farmton Water Resources / Miami Corporation indicated they had no comments. No other comments have been received.

Source of Funds: This action requires no funds.

Minutes of TIFA LLC Meeting
December 21, 2023
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
Jim Ball, City of Titusville, TIFA Management Committee Member
Gene DeMayo, City of Titusville. Water Production Superintendent
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 November 30, 2023 (Presenter: Jeremy LeBrun)

Member Ball moved to approve the November 30, 2023 meeting minutes as presented. Member Lee concurred and the motion passed.

II. Consideration of Annual Meeting Schedule for Fiscal Year 2024 (Presenter: Jeremy LeBrun)

Member Lee moved to approve the fiscal Year 2024 meeting schedule. Member Ball concurred and the motion passed.

Financial Items and Reports

III. 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 \$11,457.18. Member Lee concurred and the motion passed.

Staff Reports/Informational Items

Ms. Hutchens: I had a meeting with AECOM last week and we were able to come to agreement on the release. AECOM is currently sending it out for one last set of reviews, but I believe we have come to an agreement that we can live with and that we should be able to move forward.

Other Business

Public Comment

Next Scheduled Meeting

The next scheduled meeting is January 18, 2024.

Open Items

Adjournment

Member Ball moved to adjourn the meeting at 11:08 a.m. Member Lee 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
01/18/2024	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	\$16,556.81	01/18/2024	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: _____, 2024

Date: _____, 2024

TIFA LLC Check Detail

December 19, 2023 through January 12, 2024

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Check	ACH12222023	12/22/2023	Cardmember Service	103.00 · Cash- Nort...		-67.44
				203.50 · Northen Tru...	-67.44	67.44
TOTAL					-67.44	67.44
Bill Pmt -Check	ACH01072024	01/07/2024	Florida Power & Light	103.00 · Cash- Nort...		-16,402.61
Bill	09060-50505Dec23	12/01/2023		511.00 · Utilities	-441.46	441.46
Bill	09707-90465Dec23	12/01/2023		511.00 · Utilities	-856.69	856.69
Bill	10457-21402Dec23	12/01/2023		511.00 · Utilities	-567.99	567.99
Bill	11583-90466Dec23	12/01/2023		511.00 · Utilities	-372.76	372.76
Bill	24869-01248Dec23	12/01/2023		511.00 · Utilities	-368.62	368.62
Bill	40983-63494Dec23	12/01/2023		511.00 · Utilities	-338.67	338.67
Bill	48063-21404Dec23	12/01/2023		511.00 · Utilities	-411.85	411.85
Bill	50320-71531Dec23	12/01/2023		511.00 · Utilities	-635.38	635.38
Bill	57849-90466Dec23	12/01/2023		511.00 · Utilities	-831.79	831.79
Bill	62400-69564Dec23	12/01/2023		511.00 · Utilities	-386.06	386.06
Bill	62923-31409Dec23	12/01/2023		511.00 · Utilities	-689.75	689.75
Bill	67402-01469Dec23	12/01/2023		511.00 · Utilities	-687.39	687.39
Bill	73681-17557Dec23	12/01/2023		511.00 · Utilities	-372.31	372.31
Bill	83665-19117Dec23	12/01/2023		511.00 · Utilities	-352.76	352.76
Bill	90340-31402Dec23	12/01/2023		511.00 · Utilities	-678.49	678.49
Bill	09060-50505Jan24	01/02/2024		511.00 · Utilities	-472.60	472.60
Bill	09707-90465Jan24	01/02/2024		511.00 · Utilities	-848.08	848.08
Bill	10457-21402Jan24	01/02/2024		511.00 · Utilities	-608.86	608.86
Bill	11583-90466Jan24	01/02/2024		511.00 · Utilities	-393.92	393.92
Bill	24869-01248Jan24	01/02/2024		511.00 · Utilities	-394.59	394.59
Bill	40983-63494Jan24	01/02/2024		511.00 · Utilities	-361.73	361.73
Bill	48063-21404Jan24	01/02/2024		511.00 · Utilities	-442.23	442.23
Bill	50320-71531Jan24	01/02/2024		511.00 · Utilities	-683.56	683.56
Bill	57849-90466Jan24	01/02/2024		511.00 · Utilities	-824.52	824.52
Bill	62923-31409Jan24	01/02/2024		511.00 · Utilities	-731.51	731.51
Bill	67402-01469Jan24	01/02/2024		511.00 · Utilities	-727.95	727.95
Bill	73681-17557Jan24	01/02/2024		511.00 · Utilities	-394.07	394.07
Bill	83665-19117Jan24	01/02/2024		511.00 · Utilities	-382.48	382.48
Bill	90340-31402Jan24	01/02/2024		511.00 · Utilities	-729.72	729.72
Bill	62400-69564Jan24	01/04/2024		511.00 · Utilities	-414.82	414.82
TOTAL					-16,402.61	16,402.61

TIFA LLC
Check Detail

December 19, 2023 through January 12, 2024

<u>Type</u>	<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Account</u>	<u>Paid Amount</u>	<u>Original Amount</u>
Bill Pmt -Check	ACH01112024	01/11/2024	Florida Department of Rev...	103.00 · Cash- Nort...		-86.76
Bill	4QTR2023	12/31/2023		501.50 · O&M Parts ...	-86.76	86.76
TOTAL					-86.76	86.76