

***TIFA***

*OCTOBER 17, 2024*

# *AGENDA*

**TIFA LLC MEETING AGENDA**  
**October 17, 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 September 24, 2024  
(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: October 17, 2024

To: TIFA LLC Management Committee

From: Sarah Sweeting, GMS, LLC

Subject: Approval of Minutes – September 24, 2024 TIFA LLC Meeting

**Summary Explanation & Background:** The draft minutes of the September 24, 2024 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 30, 2024 comments were received from Farnton Water Resources / Miami Corporation. No other comments have been received.

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

Minutes of TIFA LLC Meeting  
September 24, 2024  
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  
Gene DeMayo, City of Titusville. Water Production Superintendent  
Chelsea Farrell, City of Titusville, Assistant City Attorney  
David Fuechtman, Miami Corporation Management LLC (by telephone)  
Yuan Zhou, 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 August 15, 2024 (Presenter: Jeremy LeBrun)**

Member Ball moved to approve the August 15, 2024 meeting minutes as presented. Member Lee 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 Ball moved to ratify the expenses paid from the operating account and request for reimbursement in the amount of \$34,658.65. Member Lee concurred and the motion passed.

**Staff Reports/Informational Items**

Mr. DeMayo: I will be moving forward with hurricane prep today and put portable generators in Area 4. I'm working with Jim Boyd on the electrical for Area 4 starting with Phase 1.

**Other Business**

**Public Comment**

**Next Scheduled Meeting**

The next scheduled meeting is October 17, 2024.

**Open Items**

**Adjournment**

Member Ball moved to adjourn the meeting at 11:36 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**

<b>TIFA Meeting Date</b>	<b>Approved</b>	<b>Total Contract or Expenditure Authorized</b>
10/17/2024	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:

<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	\$10,505.90	10/17/2024	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**  
September 19 through October 15, 2024

Type	Num	Date	Name	Account	Paid Amount	Original Amount
<b>Bill Pmt -Check</b>	<b>ACH10092024</b>	<b>10/09/2024</b>	<b>Florida Power &amp; Light</b>	<b>103.00 · Cash- Nort...</b>		<b>-6,418.94</b>
Bill	October2024	10/01/2024		511.00 · Utilities	-6,418.94	6,418.94
TOTAL					-6,418.94	6,418.94
<b>Bill Pmt -Check</b>	<b>1420</b>	<b>10/15/2024</b>	<b>The City of Titusville</b>	<b>103.00 · Cash- Nort...</b>		<b>-4,086.96</b>
Bill	COT09302024	09/30/2024		501.00 · O&M Oper...	-4,086.96	4,086.96
TOTAL					-4,086.96	4,086.96