

Minutes of TIFA LLC Meeting
November 21, 2024
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
Kevin Cook, City of Titusville, Public Works Director
Yuan Zhou, Miami Corporation (by telephone)
Helen Hutchens, Miami Corporation (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 17, 2024 (Presenter: Jeremy LeBrun)

Member Lee moved to approve the October 17, 2024 meeting minutes as presented. Member Ball concurred and the motion passed.

II. Consideration of Audit Engagement Letter with Forvis Mazars (Presenter: Jeremy LeBrun)

Member Ball moved to approve the audit engagement letter with Forvis Mazars. Member Lee concurred and the motion passed.

Financial Items and Reports

III. Presentation of Fiscal Year 2025 Budget (Presenter: Helen Hutchens)

Ms. Hutchens reviewed the proposed fiscal year 2025 budget reflecting a large increase in the O&M, that will be reflected in a water rate increase.

Member Lee moved to approve the fiscal year 2025 budget as amended with an increase in the O&M parts and labor to reach \$1.19 per thousand gallons water rate and add a note to the proforma on page 1. Member Ball concurred and the motion passed.

IV 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 in the amount of \$7,879.01. Member Lee concurred and the motion passed.

V. Consideration of Capital Distribution Notice

Member Lee moved to approve the capital distribution in the total amount of \$300,000 or \$150,000 each. Member Ball concurred and the motion passed.

Staff Reports/Informational Items

Other Business

Public Comment

Next Scheduled Meeting

The next meeting will be held December 19, 2024.

Open Items

Adjournment

Member Ball moved to adjourn the meeting at 11:36 a.m. Member Lee concurred and the meeting adjourned.