

TIFA

APRIL 17, 2025

AGENDA

TIFA LLC MEETING AGENDA
April 17, 2025
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

Public Comment

Action Items

- I. Approval of the Minutes of the TIFA LLC Meeting March 20, 2025 (Presenter: Jeremy Lebrun)

Financial Items and Reports

- II. Ratification of Expenses Paid from Operating Account and Request for Reimbursement (Presenter: Jeremy Lebrun)
- III. Consideration of Capital Distribution Notice

Staff Reports / Informational Items

Other Business

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: April 17, 2025

To: TIFA LLC Management Committee

From: Sarah Sweeting, GMS, LLC

Subject: Approval of Minutes – March 20, 2025 TIFA LLC Meeting

Summary Explanation & Background: The draft minutes of the March 20, 2025 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, no comments have been received.

Source of Funds: This action requires no funds.

Minutes of TIFA LLC Meeting
March 20, 2025
11:01 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
Jim Boyd, Boyd Environmental, representing Farnton Water Resources (by telephone)
Yuan Zhou, Farnton Water Resources (by telephone)
Helen Hutchens, Farnton Water Resources (by telephone)
Jeremy LeBrun, GMS LLC
Sean Stauffer, AECOM
Members of the Public

Jeremy LeBrun conducted the meeting.

Roll Call

Action Items

I. Approval of the Minutes of the TIFA LLC Meeting of February 20, 2025 (Presenter: Jeremy LeBrun)

Member Ball moved to approve the February 20, 2025 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 Lee moved to ratify the expenses paid from the operating account and request for reimbursement in the amount of \$14,667.89. Member Ball concurred and the motion passed.

Staff Reports/Informational Items

III. Insurance Discussion

Ms. Hutchens: I'm still waiting for the quotes to come in from our marketer. As soon as I receive them, I will provide them to the managers along with a budget to quotation estimate. The renewal is 4/1 so we will possibly need an action of the managers in the interim between now and 4/1, but I'm waiting on the quotes to identify if we are within budget. If we are within budget, we should be able to proceed.

Member Ball moved to approve an amount not to exceed the fiscal year 2025 budgeted amount for insurance. Member Lee concurred and the motion passed.

IV. AECOM Meeting with Representatives

Mr. Stauffer: There was a slide presentation that summarized the report that included a site visit, condition of the present equipment, services provided by FP&L, infrastructure of powerlines and had the following recommendation of having a third party to trim the trees by the powerlines between FP&L trimming cycle, efficiencies in wells, cabinets sized for larger motors, confirm the existence of thermostats, cost of back-up generators, possible grants for generators, comparison of onsite standby generators or large generator, FP&L being the backup, lifecycle cost analysis.

Staff will come back with recommendations on the best option from a reliability and cost standpoint.

Other Business

Public Comment

Next Scheduled Meeting

The next scheduled meeting is April 17, 2025.

Open Items

Adjournment

Member Ball moved to adjourn the meeting at 12:17 p.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
4/17/2025	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	\$14,264.78	4/17/2025	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: _____, 2025

Date: _____, 2025

TIFA LLC
Check Detail
 March 14 through April 11, 2025

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Check	2190534	03/19/2025	Cardmember Service	103.00 · Cash- Nort...		-2,479.83
				203.50 · Northen Tr...	-2,479.83	2,479.83
TOTAL					-2,479.83	2,479.83
Bill Pmt -Check	ACH04072025	04/07/2025	Florida Power & Light	103.00 · Cash- Nort...		-7,443.28
Bill		04/07/2025		511.00 · Utilities	-7,443.28	7,443.28
TOTAL					-7,443.28	7,443.28
Bill Pmt -Check	1428	04/11/2025	The City of Titusville	103.00 · Cash- Nort...		-4,341.67
Bill	COT03312025	04/11/2025		501.00 · O&M Oper...	-4,341.67	4,341.67
TOTAL					-4,341.67	4,341.67

THIRD ORDER OF BUSINESS

**TIFA LLC
2836 GARDEN STREET
TITUSVILLE, FLORIDA 32796**

April 17, 2025

Mr. Kevin Cook
Public Works Director
City of Titusville
2836 Garden Street
Titusville, Florida 32796

Mr. David Fuechtman
Vice President & Secretary
Farmton Water Resources, LLC
410 N. Michigan Avenue Suite
590
Chicago, Illinois 60611

CAPITAL DISTRIBUTION NOTICE

Pursuant to the TIFA LLC Operating Agreement Section 4.1 Distribution of Distributable Cash, a cash distribution from TIFA LLC is requested today in the amount of \$260,000.00 (\$130,000.00 to the City of Titusville and \$130,000.00 to Farmton Water Resources, LLC). Payment is to be made from the TIFA LLC Northern Trust main checking account within 30 days of receipt of this capital distribution notice.

Sincerely,

TIFA LLC

Jim Ball
Manager

Robert E Lee
Manager

TIFA LLC
Member Distributions

	<u>3/31/25</u>
Cash Balance	\$ 777,973.53
Expected Cash Needs	
AECOM Contract Balance	(14,212.50)
Maintenance Cash Balance	<u>(500,000.00)</u>
Distributable Cash	<u><u>\$ 263,761.03</u></u>
Recommended Distribution	\$ 260,000.00
To City of Titusville	\$ 130,000.00
To Farmton Water Resources LLC	\$ 130,000.00

2025 Distributions

	FWR	City	Total
Budgeted	\$ 415,000	\$ 415,000	\$ 830,000
3/31/25	130,000	130,000	260,000

Total	\$ 130,000	\$ 130,000	\$ 260,000
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2024 Distributions

	FWR	City	Total
Budgeted	\$ 420,000	\$ 420,000	\$ 840,000
4/30/24	210,000	210,000	420,000
6/30/24	55,000	55,000	110,000
10/31/24	150,000	150,000	300,000

Total	\$ 415,000	\$ 415,000	\$ 830,000
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2023 Distributions

	FWR	City	Total
Budgeted	\$ 420,000	\$ 420,000	\$ 840,000
1/31/23	150,000	150,000	300,000
5/31/23	135,000	135,000	270,000
9/30/23	160,000	160,000	320,000

Total	\$ 445,000	\$ 445,000	\$ 890,000
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