

TIFA

JUNE 25, 2025

AGENDA

TIFA LLC MEETING AGENDA
June 25, 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 May 15, 2025 (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

- III. Residential Well Information Gathering Update

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: June 25, 2025

To: TIFA LLC Management Committee

From: Sarah Sweeting, GMS, LLC

Subject: Approval of Minutes – May 15, 2025 TIFA LLC Meeting

Summary Explanation & Background: The draft minutes of the May 15, 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
May 15, 2025
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
Chelsea Farrell City of Titusville, Interim City Attorney
Gene DeMayo, City of Titusville. Water Production Superintendent
Yuan Zhou, Miami Corporation (by telephone)
Helen Hutchens, Farmton Water Resources (by telephone)
Jeremy LeBrun, GMS LLC
Ruth Amato

Jeremy LeBrun conducted the meeting.

Roll Call

Public Comment

Action Items

I. Approval of the Minutes of the TIFA LLC Meeting of April 17, 2025 (Presenter: Jeremy LeBrun)

Member Ball moved to approve the April 17, 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 \$14,614.44. Member Ball concurred and the motion passed.

Staff Reports/Informational Items

Other Business

Member Lee: We probably need to discuss looking at some wells around us that are drying up. I think Ruth has been in touch with Jim Boyd.

Ms. Amaro: He gave us a form for the residents that we sent to the president of the development.

Member Ball: I understand Jim is the point of contact with St. Johns on resolving that complaint.

Mr. DeMayo: It was a complaint in levels in Area 4. Right now it is just a point of contact for Jim.

Ms. Amato: To be fair when we went to St. Johns we mentioned everything the residents mentioned to us, which was the cemetery because their ponds affects ground water absorption. St. Johns chose to focus on TIFA and not the other things.

Member Lee: When we get the information we can put together a map and look at the areas of concern.

Ms. Amato: If you were to go to the end of 5A and a quarter mile or less to the south, it would be all that area.

Member Ball: Is their water source the same as ours or is that shallow aquifer?

Ms. Hutchens: That is the information being gathered by Jim. We are getting the data on each of the individual wells that have encountered issues and Jim will compile that information and identify whether their sources are the same as ours.

Ms. Amato: The Volusia County line is right there and they also have a permit for 6 million gallons a day that was also brought up to St. Johns.

Public Comment

Next Scheduled Meeting

The next meeting will be held June 26, 2025.

Open Items

Member Ball: I got something from Sean Stauffer on AECOM. It is redline responses to the memo I did. I think it would be useful if you could see it.

Member Lee: Send it to Jeremy and he can distribute it to everyone.

Adjournment

Member Lee moved to adjourn the meeting at 11:13 a.m. Member Ball 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
6/25/2025	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	\$21,597.78	6/25/2025	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
May 10 through June 20, 2025

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	1430	05/14/2025	The City of Titusville	103.00 · Cash- Nort...		-4,341.67
Bill	COT04302025	05/14/2025		501.00 · O&M Oper...	-4,341.67	4,341.67
TOTAL					-4,341.67	4,341.67
Check	2258636	05/16/2025	Cardmember Service	103.00 · Cash- Nort...		-1,908.99
				203.50 · Northen Tr...	-1,908.99	1,908.99
TOTAL					-1,908.99	1,908.99
Bill Pmt -Check		06/16/2025	Florida Power & Light	103.00 · Cash- Nort...		-8,125.15
Bill	June 2025	06/01/2025		511.00 · Utilities	-8,125.15	8,125.15
TOTAL					-8,125.15	8,125.15
Bill Pmt -Check	1431	06/18/2025	The City of Titusville	103.00 · Cash- Nort...		-4,341.67
Bill	COT05302025	06/12/2025		501.00 · O&M Oper...	-4,341.67	4,341.67
TOTAL					-4,341.67	4,341.67
Bill Pmt -Check	1433	06/19/2025	DRMP, Inc.	103.00 · Cash- Nort...		-1,230.00
Bill	301.2200535.000	06/16/2025		508.00 · Wetland M...	-1,230.00	1,230.00
TOTAL					-1,230.00	1,230.00
Bill Pmt -Check	1432	06/19/2025	Pace Analytical, LLC	103.00 · Cash- Nort...		-1,650.30
Bill	2535670959	06/05/2025		501.50 · O&M Parts ...	-740.20	740.20
Bill	2535670960	06/05/2025		501.50 · O&M Parts ...	-910.10	910.10
TOTAL					-1,650.30	1,650.30