

***TIFA***

*OCTOBER 21, 2025*

## *AGENDA*

**TIFA LLC MEETING AGENDA**  
**October 21, 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 September 18, 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: October 21, 2025

To: TIFA LLC Management Committee

From: Sarah Sweeting, GMS, LLC

Subject: Approval of Minutes – September 18, 2025 TIFA LLC Meeting

**Summary Explanation & Background:** The draft minutes of the September 18, 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  
September 18, 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  
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 Anato

Jeremy LeBrun conducted the meeting.

**Roll Call**

**Public Comment**

**Action Items**

**I. Approval of the Minutes of the TIFA LLC Meeting of August 21, 2025 (Presenter: Jeremy LeBrun)**

Member Ball moved to approve the August 21, 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 \$16,975.02. Member Ball concurred and the motion passed.

## **Staff Reports/Informational Items**

### **III. Residents Well Information Gathering Update**

Member Lee: We have an email from Jim and we will see if any more come in within the next 30 days. The more information we get from the people the better.

Ms. Amato: The feedback I got was people are scared to write those reports. They are afraid that writing the reports will invite St. Johns onto their property in some form. Folks are reluctant about retaliation because they made a complaint. They have been struggling to come in but I do expect there is a possibility of more coming in.

Member Lee: I appreciate the feedback and we have to get information to understand the problem before we can fix it.

### **Resiliency**

Mr. DeMayo: We had an extensive TIFA call and I sent Jim notes. David was okay with keeping FPL option for the auxiliary generator on the table. Jim will contact FPL making sure certain things are or are not covered. We have been discussing adding some wells within the next year or two, there was also discussion on one or two backup wells we could put in. If we went with well rehabilitation during that period of time we wouldn't have to run another well, or we could put a rotation. It all boils down to cost and Sean had \$29,000 and over a 20-year difference it was \$391,000 almost \$20,000 per year difference between AECOM or FPL. The way we maintain the city wells gives us a more realistic cost of owning generators and maintaining them.

Other items discussed were: timeline of response time of FPL during hurricanes, automatic switch gear, capacity of fuel tanks, city O&M versus FPL, number of wells up for rehab in the next year and the beginning of deterioration of the road.

## **Other Business**

### **Public Comment**

### **Next Scheduled Meeting**

The next meeting is scheduled for October 21, 2025 with October 22, 2025 as a backup. October 22, 2025.

### **Open Items**

### **Adjournment**

Member Lee moved to adjourn the meeting at 11:51 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**

| <b>TIFA Meeting Date</b> | <b>Approved</b>                                       | <b>Total Contract or Expenditure Authorized</b> |
|--------------------------|-------------------------------------------------------|-------------------------------------------------|
| 10/21/2025               | 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:

| <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 | \$30,820.23         | 10/21/2025                                          | 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**  
September 10 through October 10, 2025

| Type            | Num            | Date       | Name                   | Account                | Paid Amount | Original Amount |
|-----------------|----------------|------------|------------------------|------------------------|-------------|-----------------|
| Bill Pmt -Check | ACH09112025    | 09/11/2025 | Florida Power & Light  | 103.00 · Cash- Nort... |             | -8,415.59       |
| Bill            | September 2025 | 09/09/2025 |                        | 511.00 · Utilities     | -8,415.59   | 8,415.59        |
| TOTAL           |                |            |                        |                        | -8,415.59   | 8,415.59        |
| Bill Pmt -Check | 1442           | 09/12/2025 | The City of Titusville | 103.00 · Cash- Nort... |             | -4,341.67       |
| Bill            | COT07312025    | 07/31/2025 |                        | 501.00 · O&M Oper...   | -4,341.67   | 4,341.67        |
| TOTAL           |                |            |                        |                        | -4,341.67   | 4,341.67        |
| Check           | ACH09122025    | 09/12/2025 | Cardmember Service     | 103.00 · Cash- Nort... |             | -5,806.86       |
|                 |                |            |                        | 203.50 · Northen Tr... | -5,806.86   | 5,806.86        |
| TOTAL           |                |            |                        |                        | -5,806.86   | 5,806.86        |
| Bill Pmt -Check | 1443           | 09/15/2025 | The City of Titusville | 103.00 · Cash- Nort... |             | -4,341.67       |
| Bill            | COT08312025    | 08/31/2025 |                        | 501.00 · O&M Oper...   | -4,341.67   | 4,341.67        |
| TOTAL           |                |            |                        |                        | -4,341.67   | 4,341.67        |
| Bill Pmt -Check |                | 10/06/2025 | Florida Power & Light  | 103.00 · Cash- Nort... |             | -7,914.44       |
| Bill            | October 2025   | 10/06/2025 |                        | 511.00 · Utilities     | -7,914.44   | 7,914.44        |
| TOTAL           |                |            |                        |                        | -7,914.44   | 7,914.44        |