

**WATER STREET  
TAMPA  
IMPROVEMENT DISTRICT**

**February 3, 2021**

**BOARD OF SUPERVISORS**

**REGULAR MEETING**

**AGENDA**

**Water Street Tampa Improvement District**  
**OFFICE OF THE DISTRICT MANAGER**  
**2300 Glades Road, Suite 410W•Boca Raton, Florida 33431**  
**Phone: (561) 571-0010•Toll-free: (877) 276-0889•Fax: (561) 571-0013**

January 27, 2021

**ATTENDEES:**  
Please identify yourself each time you speak to facilitate accurate transcription of meeting minutes.

Board of Supervisors  
Water Street Tampa Improvement District

Dear Board Members:

The Board of Supervisors of the Water Street Tampa Improvement District will hold a Regular Meeting on February 3, 2021 at 1:00 p.m., at Strategic Property Partners, LLC, 615 Channelside Drive, Suite 204, Tampa, Florida 33602. The agenda is as follows:

1. Call to Order/Roll Call
2. Public Comments
3. Acceptance of Resignation of Rhonda Nelson (Seat 3); Term Expires November, 2022
4. Consider Appointment to Fill Unexpired Term of Seat 3
  - Administration of Oath of Office to Newly Appointed Supervisor (*the following to be provided in separate package*)
    - A. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees
    - B. Membership, Obligations and Responsibilities
    - C. Financial Disclosure Forms
      - I. Form 1: Statement of Financial Interests
      - II. Form 1X: Amendment to Form 1, Statement of Financial Interests
      - III. Form 1F: Final Statement of Financial Interests
    - D. Form 8B: Memorandum of Voting Conflict
5. Acceptance of Resignation of Josh Taube (Seat 5) Term Expires November, 2022
6. Consider Appointment to Fill Unexpired Term of Seat 5
  - Administration of Oath of Office to Newly Appointed Supervisor

7. Consideration of Resolution 2021-04, Designating a Chair, a Vice Chair, a Secretary, Assistant Secretaries, a Treasurer and an Assistant Treasurer of the Water Street Tampa Improvement District, and Providing for an Effective Date
8. Consideration of RSA Consulting Group, LLC Independent Contractor Agreement for Liaison and Advisory Services Regarding Governmental Relations
9. Acceptance of Unaudited Financial Statements as of December 31, 2020
10. Approval of Minutes
  - A. November 17, 2020 Landowners' Meeting
  - B. December 2, 2020 Regular Meeting
11. Staff Reports
  - A. District Counsel: *Hopping Green & Sams, P.A.*
  - B. District Manager: *Wrathell, Hunt and Associates, LLC*

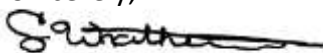
- NEXT MEETING DATE: March 3, 2021 at 1:00 P.M.
  - QUORUM CHECK

Damian Presiga	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> No
Kim Madison	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> No
	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> No
Michael Spada	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> No
	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> No

12. Board Members' Comments/Requests
13. Public Comments
14. Adjournment

I look forward to seeing all of you at the upcoming meeting. In the meantime, should you have any questions or concerns, please do not hesitate to contact me directly at (561) 719-8675.

Sincerely,



Craig Wrathell  
 District Manager

**FOR BOARD MEMBERS AND STAFF TO ATTEND BY TELEPHONE:**

**CALL-IN NUMBER: 1-888-354-0094**

**CONFERENCE ID: 2144145**

**WATER STREET TAMPA  
IMPROVEMENT DISTRICT**

**3**

Rhonda Nelson  
847 S. Delaware Avenue  
Tampa, FL 33606


Craig A. Wrathell, District Manager  
2300 Glades Road, Suite 410W  
Boca Raton, FL 33431

November 6, 2020

Dear District Manager:

Please accept this letter as my resignation from the governing Board of Supervisors of the Water Street Tampa Improvement District. This resignation is effective immediately.

Thank you,

DocuSigned by:  
  
December 2, 2020  
Rhonda Nelson

**WATER STREET TAMPA  
IMPROVEMENT DISTRICT**

**5**



**STRATEGIC PROPERTY**  
PARTNERS LLC

January 28, 2021

Water Street Tampa Improvement District, Board of Supervisors  
c/o Mr. Craig Wrathell, District Administrator  
Wrathell, Hunt and Associates, LLC  
2300 Glades Road, Suite 410W  
Boca Raton, FL 33431

Dear Board of Supervisors,

Please accept this letter as my official resignation notice from the Water Street Tampa Improvement District Board of Supervisors. The effective date of my resignation is February 3, 2021.

It has been a pleasure serving in this capacity. Please do not hesitate to call if I can be of assistance during the time it takes to fill the position.

Best regards,

A handwritten signature in black ink, appearing to read 'Josh Taube', with a large, sweeping flourish extending to the right.

Josh Taube

**WATER STREET TAMPA  
IMPROVEMENT DISTRICT**

**7**



**RESOLUTION 2021-04**

**A RESOLUTION DESIGNATING A CHAIR, A VICE CHAIR, A SECRETARY, ASSISTANT SECRETARIES, A TREASURER AND AN ASSISTANT TREASURER OF THE WATER STREET TAMPA IMPROVEMENT DISTRICT, AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the Water Street Tampa Improvement District (“District”) is a local unit of special-purpose government created by, and existing pursuant to Chapter 2018-183, Laws of Florida, being situated entirely within the City of Tampa, Hillsborough County, Florida; and

**WHEREAS**, the Board of Supervisors of the District desires to appoint the below-recited persons to the offices specified.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE WATER STREET TAMPA IMPROVEMENT DISTRICT:**

1. **DISTRICT OFFICERS.** The District officers are as follows:

\_\_\_\_\_ is appointed Chair

\_\_\_\_\_ is appointed Vice Chair

Craig Wrathell is appointed Secretary

\_\_\_\_\_ is appointed Assistant Secretary

\_\_\_\_\_ is appointed Assistant Secretary

\_\_\_\_\_ is appointed Assistant Secretary

Cindy Cerbone is appointed Assistant Secretary

Daniel Rom is appointed Assistant Secretary

Craig Wrathell is appointed Treasurer

Jeff Pinder is appointed Assistant Treasurer

2. **EFFECTIVE DATE.** This Resolution shall become effective immediately upon its adoption.

**Adopted this 3<sup>rd</sup> day of February, 2021.**

**ATTEST:**

**WATER STREET TAMPA IMPROVEMENT  
DISTRICT**

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Secretary/Assistant Secretary

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Chair/Vice Chair, Board of Supervisors

**WATER STREET TAMPA  
IMPROVEMENT DISTRICT**

**8**



## **INDEPENDENT CONTRACTOR AGREEMENT**

**THIS INDEPENDENT CONTRACTOR AGREEMENT** is between **RSA Consulting Group, LLC** (“Contractor”) and the **Water Street Tampa Improvement District** and is executed January 1, 2021.

**WHEREAS**, Contractor is qualified to provide liaison and advisory services regarding Company’s governmental relations; and

**WHEREAS**, Company has offered Contractor work, and Contractor has accepted that offer; and

**WHEREAS**, both parties are in accord that the terms and conditions of the independent contractor relationship ought to be set forth in writing, and this document, hereinafter referred to as this “Agreement,” is prepared for that purpose.

**NOW THEREFORE**, in consideration of the mutual promises in this Agreement and of the engagement of Contractor by Company as governmental relations consultant, the receipt and adequacy of all of which is hereby acknowledged, the parties agree as follows:

**1. Contractor’s Work for Company.** As directed by Company’s chief executive officer and its other executive officers, Contractor shall provide liaison and advisory services to Company in connection with its relationship with all relevant government agencies, departments, and elected officials.

**2. Scope of Services.** Advise and develop strategy for a local bill to amend the boundaries of the Water Street Tampa Improvement District.

**3. Fees.** Contractor will provide services pro-bono.

**4. Term of Agreement.** The initial term of this Agreement shall commence on January 1, 2021 and shall continue until December 31, 2021. Termination of this relationship will be initiated and granted with a 60-day written notice by either party named in this agreement.

**5. Notice.** All communications with regard to this agreement should be sent to:

**If to Contractor:**

RSA Consulting Group, LLC  
235 W. Brandon Boulevard  
Suite 640  
Brandon, FL 33511-5103  
Attention: Ron Pierce

**If to Company:**

Water Street Tampa Improvement  
District  
615 Channelside Drive  
Suite 204  
Tampa, FL 33602  
Attention: Jim Shimberg

**IN WITNESS WHEREOF**, the parties have executed this Agreement as of the date first written above.

**RSA Consulting Group, LLC**

**Water Street Tampa Improvement  
District**



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**RONALD PIERCE**

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**JIM SHIMBERG**

**1/5/2021**

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Date

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Date

**WATER STREET TAMPA  
IMPROVEMENT DISTRICT**

**9**

**WATER STREET TAMPA  
IMPROVEMENT DISTRICT  
FINANCIAL STATEMENTS  
UNAUDITED  
DECEMBER 31, 2020**

**WATER STREET TAMPA  
IMPROVEMENT DISTRICT  
BALANCE SHEET  
GOVERNMENTAL FUNDS  
DECEMBER 31, 2020**

	General Fund	Total Governmental Funds
<b>ASSETS</b>		
Cash	\$ 6,946	\$ 6,946
Due from Landowner	3,054	3,054
Total assets	\$ 10,000	\$ 10,000
<b>LIABILITIES AND FUND BALANCES</b>		
Liabilities:		
Accounts payable	\$ 10,000	\$ 10,000
Total liabilities	10,000	10,000
<b>DEFERRED INFLOWS OF RESOURCES</b>		
Deferred receipts	3,054	3,054
Total deferred inflows of resources	3,054	3,054
Fund balances:		
Unassigned	(3,054)	(3,054)
Total fund balances	(3,054)	(3,054)
Total liabilities and fund balances	\$ 10,000	\$ 10,000



**WATER STREET TAMPA  
IMPROVEMENT DISTRICT  
GENERAL FUND  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
FOR THE PERIOD ENDED DECEMBER 31, 2020**

	Current Month	Year to Date	Budget	% of Budget
<b>REVENUES</b>				
Landowner contribution	\$ 15,876	\$ 30,319	\$ 67,265	45%
Total revenues	<u>15,876</u>	<u>30,319</u>	<u>67,265</u>	45%
<b>EXPENDITURES</b>				
<b>Professional &amp; administrative</b>				
District engineer	-	-	2,000	0%
General counsel	11,699	12,020	20,000	60%
District manager	2,083	6,250	25,000	25%
Audit	-	-	5,000	0%
Postage	-	-	750	0%
Printing and binding	21	62	250	25%
Insurance - GL & POL	-	11,839	11,000	108%
Legal advertising	398	2,044	1,500	136%
Miscellaneous- bank charges	24	68	675	10%
Website:				
Hosting & updates	-	705	705	100%
ADA compliance	-	210	210	100%
Annual district filing fee	-	175	175	100%
Total professional & administrative	<u>14,225</u>	<u>33,373</u>	<u>67,265</u>	50%
Excess/(deficiency) of revenues over/(under) expenditures	1,651	(3,054)	-	
Fund balances - beginning	(4,705)	-	-	
Fund balances - ending	<u>\$ (3,054)</u>	<u>\$ (3,054)</u>	<u>\$ -</u>	

**WATER STREET TAMPA  
IMPROVEMENT DISTRICT**

**10A**

**DRAFT**

**MINUTES OF MEETING  
WATER STREET TAMPA  
IMPROVEMENT DISTRICT**

A Landowners' Meeting of the Water Street Tampa Improvement District was held on November 17, 2020 at 1:00 p.m., at Strategic Property Partners, LLC, 615 Channelside Drive, Suite 204, Tampa, Florida 33602.

**Present at the meeting were:**

Craig Wrathell	District Manager
Sonya Little	Proxy Holder for Multiple Property Owners
Gregory Feldkamp	Strategic Property Partners
Don Bly	Counsel

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. Wrathell called the meeting to order at 1:05 p.m.

**SECOND ORDER OF BUSINESS**

**Affidavit/Proof of Publication**

The proof of publication was provided for informational purposes.

▪ **Determine Number of Voting Units Assigned by Proxy**

**This item, previously Item 4BII, was presented out of order.**

Mr. Wrathell stated that the following entities appointed Ms. Little as proxy holder for the following number of voting units:

Channelside Cumberland Properties LLC	1 voting unit
Crestline Acquisitions Group LLC	3 voting units
WST Cooling LLC	1 voting unit
Florida Whiting Properties LLC	5 voting units
WST 400 Channelside LLC	4 voting units
MWS Hotel LLC	3 voting units
Pinnacle Channelside Properties LLC	5 voting units

35	WST 1000 Water Street Development LLC	1 voting unit
36	WST 1001 Water Street LLC	1 voting unit
37	WST 1010 Water Street LLC	2 voting units
38	WST 1045 Cumberland LLC	2 voting units
39	WST 1077 Water Street LLC	1 voting unit
40	WST 500 Channelside LLC	1 voting unit
41	WST 815 Water Street LLC	3 voting units
42	WST Block B2 LLC	1 voting unit
43	WST J.W. Merritt LLC	3 voting units
44	Brerein Partners LLC	1 voting unit
45	Ms. Little may cast up to 38 votes, per Seat.	

46

47 **THIRD ORDER OF BUSINESS**

**Election of Chair to Conduct Landowners’  
Meeting**

48

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50 Ms. Little agreed to Mr. Wrathell serving as Chair to conduct the Landowners’ Meeting.

51

52 **FOURTH ORDER OF BUSINESS**

**Election of Supervisors [Seats 1 & 4]**

53

54 **A. Nominations**

55 The following nominations were made:

56 Seat 1 Damian Presiga

57 Seat 4 Michael Spada

58 No other nominations were made.

59 **B. Casting of Ballots**

60 **I. Determine Number of Voting Units Represented**

61 A total of 38 voting units were represented.

62 **II. Determine Number of Voting Units Assigned by Proxy**

63 A total of 38 voting units were assigned by proxy.

64 Ms. Little cast the following votes:

65            Seat 1            Damian Presiga            38 votes

66            Seat 4            Michael Spada            38 votes

67    **C.    Ballot Tabulation and Results**

68            Mr. Wrathell reported the following ballot tabulation, results and term lengths.

69            Seat 1            Damian Presiga            38 votes            4-year Term

70            Seat 4            Michael Spada            38 votes            4-year Term

71

72    **FIFTH ORDER OF BUSINESS**

**Landowners' Questions/Comments**

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74            There being no Landowners' questions or comments, the next item followed.

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76    **SIXTH ORDER OF BUSINESS**

**Adjournment**

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78            There being no further business to discuss, the meeting adjourned at 1:12 p.m.

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[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

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Secretary/Assistant Secretary

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Chair/Vice Chair

**WATER STREET TAMPA  
IMPROVEMENT DISTRICT**

**10B**

**MINUTES OF MEETING  
WATER STREET TAMPA  
IMPROVEMENT DISTRICT**

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The Board of Supervisors of the Water Street Tampa Improvement District held a Regular Meeting on December 2, 2020 at 1:00 p.m., at Strategic Property Partners, LLC, 615 Channelside Drive, Suite 204, Tampa, Florida 33602.

**Present were:**

Kim Madison	Chair
Damian Presiga	Assistant Secretary
Michael Spada	Assistant Secretary

**Also present were:**

Craig Wrathell	District Manager
Jonathan Johnson	District Counsel
Greg Feldkamp	Strategic Property Partners
Sonia Little	Strategic Property Partners
Jim Shimberg	Member of the public

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. Wrathell called the meeting to order at 1:24 p.m. He stated that Supervisors Presiga and Spada were elected at the recent Landowners’ Election and the Oath of Office was administered before this meeting. Supervisors Madison, Presiga and Spada were present. Supervisors Nelson and Taube were not present.

**SECOND ORDER OF BUSINESS**

**Public Comments**

There being no public comments, the next item followed.

**THIRD ORDER OF BUSINESS**

**Administration of Oath of Office to Newly Elected Supervisors, Damian Presiga [SEAT 1] and Michael Spada [SEAT 4] (the following to be provided in a separate package)**



40 Mr. Wrathell stated he reviewed the following items with Supervisors Presiga and Spada  
41 prior to the meeting:

42 **A. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**

43 **B. Membership, Obligations and Responsibilities**

44 **C. Financial Disclosure Forms**

45 **I. Form 1: Statement of Financial Interests**

46 **II. Form 1X: Amendment to Form 1, Statement of Financial Interests**

47 **III. Form 1F: Final Statement of Financial Interests**

48 **D. Form 8B: Memorandum of Voting Conflict**

49

50 **FOURTH ORDER OF BUSINESS**

**Consideration of Resolution 2021-01,  
Canvassing and Certifying the Results of  
the Landowners' Election of Supervisors  
Held Pursuant to Section 190.006(2),  
Florida Statutes, and Providing for an  
Effective Date**

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57 Mr. Wrathell presented Resolution 2021-01 and recapped the Landowners' Election  
58 results as follows:

59       Seat 1           Damian Presiga           38 Votes           Four-year Term

60       Seat 4           Michael Spada           38 Votes           Four-year Term

61

62 **On MOTION by Mr. Presiga and seconded by Mr. Spada, with all in favor,  
63 Resolution 2021-01, Canvassing and Certifying the Results of the Landowners'  
64 Election of Supervisors Held Pursuant to Section 190.006(2), Florida Statutes,  
65 and Providing for an Effective Date, was adopted.**

66

67

68 **FIFTH ORDER OF BUSINESS**

**Consideration of Resolution 2021-02,  
Designating a Chair, a Vice Chair, a  
Secretary, Assistant Secretaries, a  
Treasurer and an Assistant Treasurer of the  
Water Street Tampa Improvement District,  
and Providing for an Effective Date**

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76 Mr. Wrathell presented Resolution 2021-02. Mr. Spada nominated the following slate  
77 of officers:

78	Chair	Kim Madison
79	Vice Chair	Rhonda Nelson
80	Secretary	Craig Wrathell
81	Assistant Secretary	Damian Presiga
82	Assistant Secretary	Michael Spada
83	Assistant Secretary	Josh Taube
84	Assistant Secretary	Cindy Cerbone
85	Assistant Secretary	Daniel Rom
86	Treasurer	Craig Wrathell
87	Assistant Treasurer	Jeff Pinder

88 No other nominations were made.

89

90 **On MOTION by Ms. Madison and seconded by Mr. Presiga, with all in favor,**  
91 **Resolution 2021-02, Designating a Chair, a Vice Chair, a Secretary, Assistant**  
92 **Secretaries, a Treasurer and an Assistant Treasurer of the Water Street Tampa**  
93 **Improvement District, as nominated, and Providing for an Effective Date, was**  
94 **adopted.**

95

96

97 **SIXTH ORDER OF BUSINESS**

**Consideration of Amendment to District  
Boundaries**

98

99

100 **A. Consider Draft Bill**

101 **B. Consider Boundary Amendment Funding Agreement**

102 **C. Consider Letter Agreement**

103 **D. Sketches**

104 **E. Resolution 2021-03, Directing the Chairman, Board Members and District Staff to Seek**  
105 **Legislation Amending the District Boundaries, Approving Agreements To Fund the**  
106 **Boundary Amendment Process And Authorizing Such Other Actions as Are Necessary**  
107 **In Furtherance of the Boundary Amendment Process; and Providing an Effective Date**

108 Mr. Johnson stated the Landowner/Developer proposed amending the District's  
109 boundaries. He presented the exhibits, which were in substantially final form, and stated that  
110 the Developer would fund the legal fee costs associated with this. The exhibits and the  
111 legislative process were discussed.

112 Mr. Feldkamp noted that the following change should be made to the Strategic Property  
113 Partners address in the Funding Agreement:

114 Change "Suite 201" to "Suite 204"

115

116 **On MOTION by Mr. Presiga and seconded by Mr. Spada, with all in favor,  
117 Resolution 2021-03, Directing the Chairman, Board Members and District Staff  
118 to Seek Legislation Amending the District Boundaries, Approving Agreements  
119 To Fund the Boundary Amendment Process And Authorizing Such Other  
120 Actions as Are Necessary In Furtherance of the Boundary Amendment Process;  
121 and Providing an Effective Date, was adopted.**

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124 **SEVENTH ORDER OF BUSINESS**

**Acceptance of Unaudited Financial  
Statements as of October 31, 2020**

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127 Mr. Wrathell presented the Unaudited Financial Statements as of October 31, 2020.

128

129 **On MOTION by Mr. Presiga and seconded by Ms. Madison, with all in favor, the  
130 Unaudited Financial Statements as of October 31, 2020, were accepted.**

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133 **EIGHTH ORDER OF BUSINESS**

**Approval of September 2, 2020 Telephonic  
Public Hearing and Regular Meeting  
Minutes**

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137 Mr. Wrathell presented the September 2, 2020 Telephonic Public Hearing and Regular  
138 Meeting Minutes.

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140 **On MOTION by Ms. Madison and seconded by Mr. Spada, with all in favor, the  
141 September 2, 2020 Telephonic Public Hearing and Regular Meeting Minutes, as  
142 presented, were approved.**

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146 **NINTH ORDER OF BUSINESS** **Staff Reports**

147

148 **A. District Counsel: *Hopping, Green & Sams, P.A.***

149 There being nothing further to report, the next item followed.

150 **B. District Manager: *Wrathell, Hunt and Associates, LLC***

- 151 • **NEXT MEETING DATE: January 6, 2021 at 1:00 P.M.**

- 152 ○ **QUORUM CHECK**

153 The next meeting, scheduled for January 6, 2021, would be canceled if not necessary.

154

155 **TENTH ORDER OF BUSINESS** **Board Members' Comments/Requests**

156

157 There being no Board Members' comments or requests, the next item followed.

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159 **ELEVENTH ORDER OF BUSINESS** **Public Comments**

160

161 There being no public comments, the next item followed.

162

163 **TWELFTH ORDER OF BUSINESS** **Adjournment**

164

165 There being no further business to discuss, the meeting adjourned.

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167 **On MOTION by Mr. Presiga and seconded by Mr. Spada, with all in favor, the**  
168 **meeting adjourned at 1:38 p.m.**

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[SIGNATURES APPEAR ON THE NEXT PAGE]

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\_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Chair/Vice Chair

**WATER STREET TAMPA  
IMPROVEMENT DISTRICT**

**11B**

## WATER STREET TAMPA IMPROVEMENT DISTRICT

### BOARD OF SUPERVISORS FISCAL YEAR 2020/2021 MEETING SCHEDULE

#### LOCATION

*Strategic Property Partners, LLC, 615 Channelside Drive, Suite 204, Tampa, FL 33602*

DATE	POTENTIAL DISCUSSION/FOCUS	TIME
October 7, 2020 <b>CANCELED</b>	Regular Meeting	1:00 PM
November 4, 2020 <b>CANCELED</b>	Regular Meeting	1:00 PM
November 17, 2020	Landowners' Meeting	1:00 PM
December 2, 2020	Regular Meeting	1:00 PM
January 6, 2021 <b>CANCELED</b>	Regular Meeting	1:00 PM
February 3, 2021	Regular Meeting	1:00 PM
March 3, 2021	Regular Meeting	1:00 PM
April 7, 2021	Regular Meeting	1:00 PM
May 5, 2021	Regular Meeting	1:00 PM
June 2, 2021	Regular Meeting	1:00 PM
July 7, 2021	Regular Meeting	1:00 PM
August 4, 2021	Regular Meeting	1:00 PM
September 1, 2021	Public Hearing & Regular Meeting	1:00 PM

**Exception:**

*\*January meeting date is one week later to accommodate New Year's Day holiday.*