

**WATER STREET
TAMPA
IMPROVEMENT DISTRICT**

June 7, 2023

**BOARD OF SUPERVISORS
REGULAR MEETING
AGENDA**

**WATER STREET TAMPA
IMPROVEMENT DISTRICT**

**AGENDA
LETTER**

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

May 31, 2023

Board of Supervisors
Water Street Tampa Improvement District

| |
|---|
| <p><u>ATTENDEES:</u> Please identify yourself each time you speak to facilitate accurate transcription of meeting minutes.</p> |
|---|

Dear Board Members:

The Board of Supervisors of the Water Street Tampa Improvement District will hold a Regular Meeting on June 7, 2023 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. Administration of Oath of Office to Elected Supervisors, Kim Madison [SEAT 2] and Jorge A. Fuentes [SEAT 3] *(the following will be provided in a 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
4. Consideration of Resolution 2023-01, 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
5. Consider Jessica Barnes' Declination of Seat 5
 - Appointment of Amanda Clemmons to Fill Unexpired Term of Seat 5
 - Administration of Oath of Office

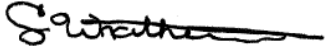
6. Consideration of Resolution 2023-02, Designating Certain Officers of the District, and Providing for an Effective Date
7. Consideration of Resolution 2023-03, Approving the Proposed Budget for Fiscal Year 2023/2024 and Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date
8. Consideration of Resolution 2023-04, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2023/2024 and Providing for an Effective Date
9. Acceptance of Unaudited Financial Statements as of April 30, 2023
10. Approval of Minutes
 - A. September 7, 2022 Public Hearing and Regular Meeting
 - B. November 8, 2022 Landowners’ Meeting
11. Staff Reports
 - A. District Counsel: *Kutak Rock LLP*
 - B. District Manager: *Wrathell, Hunt and Associates, LLC*
 - ___ Registered Voters in District as of April 15, 2023
 - NEXT MEETING DATE: July 5, 2023 at 1:00 PM
 - QUORUM CHECK

| | | | | | | | |
|--------|------------------|--------------------------|-----------|--------------------------|-------|--------------------------|----|
| SEAT 1 | DAMIAN PRESIGA | <input type="checkbox"/> | IN PERSON | <input type="checkbox"/> | PHONE | <input type="checkbox"/> | NO |
| SEAT 2 | KIM MADISON | <input type="checkbox"/> | IN PERSON | <input type="checkbox"/> | PHONE | <input type="checkbox"/> | NO |
| SEAT 3 | JORGE A. FUENTES | <input type="checkbox"/> | IN PERSON | <input type="checkbox"/> | PHONE | <input type="checkbox"/> | NO |
| SEAT 4 | MICHAEL SPADA | <input type="checkbox"/> | IN PERSON | <input type="checkbox"/> | PHONE | <input type="checkbox"/> | NO |
| SEAT 5 | AMANDA CLEMMONS | <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 or Kristen Suit at (410) 207-1802.

Sincerely,



Craig Wrathell
District Manager

FOR BOARD MEMBERS AND STAFF TO ATTEND BY TELEPHONE:

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

PARTICIPANT PASSCODE: 943 865 3730

**WATER STREET TAMPA
IMPROVEMENT DISTRICT**

4

RESOLUTION 2023-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE WATER STREET TAMPA IMPROVEMENT DISTRICT 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

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 and Hillsborough County, Florida; and

WHEREAS, pursuant to Chapter 2018-183, Laws of Florida, a landowners’ meeting is required to be held within 90 days of the District’s creation and every two years thereafter for the purpose of electing supervisors of the District; and

WHEREAS, such landowners’ meeting was held on November 8, 2022, and at which the below recited persons were duly elected by virtue of the votes cast in their favor; and

WHEREAS, the Board of Supervisors of the District, by means of this Resolution, desire to canvass the votes and declare and certify the results of said election.

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

Section 1. The following persons are found, certified, and declared to have been duly elected as Supervisor of and for the District, having been elected by the votes cast in their favor as shown:

| | | |
|------------------|--------|----------|
| Kim Madison | Seat 2 | Votes: 6 |
| Jorge A. Fuentes | Seat 3 | Votes: 6 |
| Jessica Barnes | Seat 5 | Votes: 6 |

Section 2. In accordance with Section 190.006(2), Florida Statutes, and by virtue of the number of votes cast for the Supervisor, the above-named persons are declared to have been elected for the following term of office:

| | | |
|------------------|--------|-------------|
| Kim Madison | Seat 2 | 4-Year Term |
| Jorge A. Fuentes | Seat 3 | 4-Year Term |
| Jessica Barnes | Seat 5 | 4-Year Term |

Section 3. This resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED THIS 7TH DAY OF JUNE, 2023.

Attest:

**WATER STREET TAMPA IMPROVEMENT
DISTRICT**

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

**WATER STREET TAMPA
IMPROVEMENT DISTRICT**

5

Daphne Gillyard

To: Craig Wrathell; Jessica Itzel
Cc: slittle@spprealestate.com; Kristen Suit
Subject: RE: Water Street Tampa Improvement District Board

From: Jessica Itzel <jaitzel@gmail.com>
Sent: Wednesday, May 31, 2023 6:48 PM
To: Craig Wrathell <wraithellc@whhassociates.com>
Cc: slittle@spprealestate.com
Subject: Water Street Tampa Improvement District Board

Dear Water Street Tampa Improvement District Board and Staff,

It is my understanding that I was elected to the Water Street Tampa Improvement District Board at the November 8, 2022 Landowners' Meeting. Please accept this email that I am declining my seat to the Board.

Thank you and best regards,

Jessica Barnes

**WATER STREET TAMPA
IMPROVEMENT DISTRICT**

6

RESOLUTION 2023-02

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE WATER STREET TAMPA IMPROVEMENT DISTRICT, DESIGNATING CERTAIN OFFICERS OF THE 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:

SECTION 1. _____ is appointed Chair.

SECTION 2. _____ is appointed Vice Chair.

SECTION 3. _____ is appointed Assistant Secretary.

_____ is appointed Assistant Secretary.

_____ is appointed Assistant Secretary.

Kristen Suit is appointed Assistant Secretary.

SECTION 4. This Resolution supersedes any prior appointments made by the Board for Chair, Vice Chair and Assistant Secretaries; however, prior appointments by the Board for Secretary, Treasurer and Assistant Treasurer(s) remain unaffected by this Resolution.

SECTION 5. This Resolution shall become effective immediately upon its adoption.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

ADOPTED THIS 7TH DAY OF JUNE, 2023.

ATTEST:

**WATER STREET TAMPA IMPROVEMENT
DISTRICT**

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

**WATER STREET TAMPA
IMPROVEMENT DISTRICT**

7

RESOLUTION 2023-03

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE WATER STREET TAMPA IMPROVEMENT DISTRICT APPROVING A PROPOSED BUDGET FOR FISCAL YEAR 2023/2024 AND SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING AND PUBLICATION REQUIREMENTS; ADDRESSING SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the District Manager has heretofore prepared and submitted to the Board of Supervisors (“Board”) of the Water Street Tampa Improvement District (“District”) a proposed budget (“Proposed Budget”) for the fiscal year beginning October 1, 2023 and ending September 30, 2024 (“Fiscal Year 2023/2024”); and

WHEREAS, the Board has considered the Proposed Budget and desires to set the required public hearing thereon.

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

SECTION 1. APPROVAL OF PROPOSED BUDGET. The Proposed Budget prepared by the District Manager for Fiscal Year 2023/2024 attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said Proposed Budget.

SECTION 2. SETTING A PUBLIC HEARING. A public hearing on said approved Proposed Budget is hereby declared and set for the following date, hour and location:

DATE: _____

HOUR: _____

LOCATION: Strategic Property Partners, LLC
615 Channelside Drive, Suite 204
Tampa, Florida 33602

SECTION 3. TRANSMITTAL OF PROPOSED BUDGET TO LOCAL GENERAL PURPOSE GOVERNMENT. The District Manager is hereby directed to submit a copy of the Proposed Budget to the City of Tampa and Hillsborough County at least 60 days prior to the hearing set above.

SECTION 4. POSTING OF PROPOSED BUDGET. In accordance with Section 189.016, *Florida Statutes*, the District’s Secretary is further directed to post the approved Proposed Budget on the District’s website at least two days before the budget hearing date as set forth in Section 2, and shall remain on the website for at least 45 days.

SECTION 5. PUBLICATION OF NOTICE. Notice of this public hearing shall be published in the manner prescribed in Florida law.

SECTION 6. SEVERABILITY. The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

SECTION 7. EFFECTIVE DATE. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED this 7th of June, 2023.

Attest:

**WATER STREET TAMPA IMPROVEMENT
DISTRICT**

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

Exhibit A: Proposed Budget

Exhibit A: Proposed Budget

**WATER STREET TAMPA
IMPROVEMENT DISTRICT
FISCAL YEAR 2024
PROPOSED BUDGET**

**WATER STREET TAMPA
IMPROVEMENT DISTRICT
TABLE OF CONTENTS**

| Description | Page Number(s) |
|--|-----------------------|
| General Fund Budget | 1 |
| Definitions of General Fund Expenditures | 2 |

**WATER STREET TAMPA
IMPROVEMENT DISTRICT
GENERAL FUND BUDGET
FISCAL YEAR 2024**

| | Fiscal Year 2023 | | | Total Actual & Projected | Proposed Budget FY 2024 |
|--|------------------------------|--------------------------------|-----------------------------------|--------------------------------|-------------------------------|
| | Adopted Budget FY 2023 | Actual through 3/31/2023 | Projected through 9/30/2023 | | |
| REVENUES | | | | | |
| Landowner contributions | \$ 68,590 | \$ 16,707 | \$ 39,421 | \$ 56,128 | \$ 70,590 |
| Total revenues | <u>68,590</u> | <u>16,707</u> | <u>39,421</u> | <u>56,128</u> | <u>70,590</u> |
| EXPENDITURES | | | | | |
| Professional & administration | | | | | |
| District engineer | 2,000 | - | 2,000 | 2,000 | 2,000 |
| General counsel | 20,000 | 2,609 | 17,391 | 20,000 | 20,000 |
| District manager | 25,000 | 12,500 | 12,500 | 25,000 | 25,000 |
| Audit ² | 5,000 | 2,000 | 3,000 | 5,000 | 5,000 |
| Postage | 500 | - | 500 | 500 | 500 |
| Printing and binding | 250 | 125 | 125 | 250 | 250 |
| Insurance - GL & POL | 12,500 | 13,173 | - | 13,173 | 14,500 |
| Legal advertising | 1,750 | 1,278 | 472 | 1,750 | 1,750 |
| Miscellaneous- bank charges | 500 | 83 | 417 | 500 | 500 |
| Website: | | | | | |
| Hosting & updates | 705 | - | 705 | 705 | 705 |
| ADA compliance | 210 | - | 210 | 210 | 210 |
| Annual district filing fee | 175 | 175 | - | 175 | 175 |
| Total expenditures | <u>68,590</u> | <u>31,943</u> | <u>37,320</u> | <u>69,263</u> | <u>70,590</u> |
| Net increase/(decrease) of fund balance | - | (15,236) | 2,101 | (13,135) | - |
| Fund balance - beginning (unaudited) | - | 13,135 | (2,101) | 13,135 | - |
| Fund balance - ending (projected) | <u>\$ -</u> | <u>\$ (2,101)</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> |

¹These items will be realized when bonds are issued.

²These items will be realized the year after the issuance of bonds.

**WATER STREET TAMPA
IMPROVEMENT DISTRICT
DEFINITIONS OF GENERAL FUND EXPENDITURES**

EXPENDITURES

Professional & administration

| | |
|--|-------------------------|
| District engineer | \$ 2,000 |
| The District engineer will provide engineering, consulting and construction services to the District while crafting solutions with sustainability for the long-term interests of the community while recognizing the needs of government, the environment and maintenance of the District's facilities. | |
| General counsel | 20,000 |
| Legal representation for issues relating to public finance, public bidding, rulemaking, open meetings, public records, real property dedications, conveyances and contracts. | |
| District manager | 25,000 |
| Wrathell, Hunt and Associates, LLC specializes in managing special districts in the State of Florida by combining the knowledge, skills and experience of a team of professionals to ensure compliance with all governmental requirements of the District, develops financing programs, administers the issuance of tax exempt bond financings and operates and maintains the assets of the District. | |
| Audit ² | 5,000 |
| The District is required to undertake an independent examination of its books, records and accounting procedures each year. This audit is conducted pursuant to Florida State Law and the Rules of the Auditor General. | |
| Postage | 500 |
| Mailing agenda packages, overnight deliveries, correspondence, etc. | |
| Printing and binding | 250 |
| Insurance - GL & POL | 14,500 |
| The District carries general liability and public officials liability insurance. The limit of liability is set at \$5,000,000 for general liability and \$5,000,000 for public officials liability. | |
| Legal advertising | 1,750 |
| The District advertises for monthly meetings, special meetings, public hearings, public bids, etc. | |
| Miscellaneous- bank charges | 500 |
| Bank charges, automated AP routing and other miscellaneous expenses incurred during the year. | |
| Website: | |
| Hosting & updates | 705 |
| ADA compliance | 210 |
| Annual district filing fee | 175 |
| Annual fee paid to the Florida Department of Economic Opportunity. | |
| Total expenditures | <u><u>\$ 70,590</u></u> |

¹These items will be realized when bonds are issued.

²These items will be realized the year after the issuance of bonds.

**WATER STREET TAMPA
IMPROVEMENT DISTRICT**

8

RESOLUTION 2023-04

A RESOLUTION OF THE WATER STREET TAMPA IMPROVEMENT DISTRICT DESIGNATING DATES, TIMES AND LOCATIONS FOR REGULAR MEETINGS OF THE BOARD OF SUPERVISORS OF THE DISTRICT FOR FISCAL YEAR 2023/2024 AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the Water Street Tampa Improvement District (“District”) is a local unit of special-purpose government created and existing pursuant to Chapter 2018-183, Laws of Florida (“Act”), and Chapter 189, Florida Statutes, being situated entirely within the City of Tampa and Hillsborough County, Florida; and

WHEREAS, the Board of Supervisors of the District (“Board”) is statutorily authorized to exercise the powers granted to the District; and

WHEREAS, all meetings of the Board shall be open to the public and governed by the provisions of Chapter 286, *Florida Statutes*; and

WHEREAS, the Board is statutorily required to file annually, with the local governing authority and the Florida Department of Economic Opportunity, a schedule of its regular meetings.

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

SECTION 1. ADOPTING REGULAR MEETING SCHEDULE. Regular meetings of the District’s Board shall be held during Fiscal Year 2023/2024 as provided on the schedule attached hereto as **Exhibit A**.

SECTION 2. FILING REQUIREMENT. In accordance with Section 189.015(1), *Florida Statutes*, the District’s Secretary is hereby directed to file a schedule of the District’s regular meetings annually with the City of Tampa and Hillsborough County and the Florida Department of Economic Opportunity.

SECTION 3. EFFECTIVE DATE. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED this 7th day of June, 2023.

Attest:

WATER STREET TAMPA IMPROVEMENT DISTRICT

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

Exhibit A

| WATER STREET TAMPA IMPROVEMENT DISTRICT | | |
|--|-----------------------------------|----------------|
| BOARD OF SUPERVISORS FISCAL YEAR 2023/2024 MEETING SCHEDULE | | |
| LOCATION | | |
| <i>Strategic Property Partners, LLC, 615 Channelside Drive, Suite 204, Tampa, FL 33602</i> | | |
| DATE | POTENTIAL DISCUSSION/FOCUS | TIME |
| October 4, 2023 | Regular Meeting | 1:00 PM |
| November 1, 2023 | Regular Meeting | 1:00 PM |
| December 6, 2023 | Regular Meeting | 1:00 PM |
| January 3, 2024 | Regular Meeting | 1:00 PM |
| February 7, 2024 | Regular Meeting | 1:00 PM |
| March 6, 2024 | Regular Meeting | 1:00 PM |
| April 3, 2024 | Regular Meeting | 1:00 PM |
| May 1, 2024 | Regular Meeting | 1:00 PM |
| June 5, 2024 | Regular Meeting | 1:00 PM |
| July 3, 2024 | Regular Meeting | 1:00 PM |
| August 7, 2024 | Regular Meeting | 1:00 PM |
| September 4, 2024 | Regular Meeting | 1:00 PM |

**WATER STREET TAMPA
IMPROVEMENT DISTRICT**

**UNAUDITED
FINANCIAL
STATEMENTS**

**WATER STREET TAMPA
IMPROVEMENT DISTRICT
FINANCIAL STATEMENTS
UNAUDITED
APRIL 30, 2023**

**WATER STREET TAMPA
IMPROVEMENT DISTRICT
BALANCE SHEET
GOVERNMENTAL FUNDS
APRIL 30, 2023**

| | General Fund | Total Governmental Funds |
|--|-----------------|--------------------------------|
| ASSETS | | |
| Cash | \$ 15,897 | \$ 15,897 |
| Total assets | \$ 15,897 | \$ 15,897 |
| LIABILITIES AND FUND BALANCES | | |
| Liabilities: | | |
| Accounts payable | \$ 1,000 | \$ 1,000 |
| Landowner advance | 14,913 | 14,913 |
| Total liabilities | 15,913 | 15,913 |
| Fund balances: | | |
| Unassigned | (16) | (16) |
| Total fund balances | (16) | (16) |
| Total liabilities and fund balances | \$ 15,897 | \$ 15,897 |

**WATER STREET TAMPA
IMPROVEMENT DISTRICT
GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
FOR THE PERIOD ENDED APRIL 30, 2023**

| | <u>Current Month</u> | <u>Year to Date</u> | <u>Budget</u> | <u>% of Budget</u> |
|--|--------------------------|-------------------------|---------------|------------------------|
| REVENUES | | | | |
| Landowner contribution | \$ 6,679 | \$ 23,386 | \$ 68,590 | 34% |
| Total revenues | <u>6,679</u> | <u>23,386</u> | <u>68,590</u> | 34% |
| EXPENDITURES | | | | |
| Professional & administrative | | | | |
| District engineer | - | - | 2,000 | 0% |
| General counsel | 203 | 2,812 | 20,000 | 14% |
| District manager | 2,083 | 14,583 | 25,000 | 58% |
| Audit | 2,250 | 4,250 | 5,000 | 85% |
| Postage | - | - | 500 | 0% |
| Printing and binding | 21 | 146 | 250 | 58% |
| Insurance - GL & POL | - | 13,173 | 12,500 | 105% |
| Legal advertising | - | 1,278 | 1,750 | 73% |
| Miscellaneous- bank charges | 19 | 120 | 500 | 24% |
| Website: | | | | |
| Hosting & updates | - | - | 705 | 0% |
| ADA compliance | - | - | 210 | 0% |
| Annual district filing fee | - | 175 | 175 | 100% |
| Total professional & administrative | <u>4,576</u> | <u>36,537</u> | <u>68,590</u> | 53% |
| Excess/(deficiency) of revenues over/(under) expenditures | 2,103 | (13,151) | - | |
| Fund balances - beginning | (2,119) | 13,135 | - | |
| Fund balances - ending | <u>\$ (16)</u> | <u>\$ (16)</u> | <u>\$ -</u> | |

**WATER STREET TAMPA
IMPROVEMENT DISTRICT**

MINUTES

A

**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 Public Hearing and Regular Meeting on September 7, 2022 at 1:00 p.m., at Strategic Property Partners, LLC, 615 Channelside Drive, Suite 204, Tampa, Florida 33602.

Present were:

| | |
|----------------|---------------------|
| Kim Madison | Chair |
| Michael Spada | Vice Chair |
| Damian Presiga | Assistant Secretary |
| Jorge Fuentes | Assistant Secretary |

Also present were:

| | |
|----------------------------------|------------------|
| Craig Wrathell | District Manager |
| Jonathan Johnson (via telephone) | District Counsel |

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Wrathell called the meeting to order at 1:10 p.m. Supervisors Madison, Spada, Fuentes and Presiga were present, in person. Ms. Regan was not present

SECOND ORDER OF BUSINESS

Public Comments

There were no public comments.

THIRD ORDER OF BUSINESS

**Acceptance of Resignation of Supervisor
Jennifer Regan [SEAT 5] *Term Expires
November 2022***

Mr. Wrathell presented Supervisor Jennifer Regan’s resignation.

36 On MOTION by Mr. Spada and seconded by Mr. Fuentes, with all in favor, the
37 resignation of Supervisor Jennifer Regan from Seat 5, effective September 7,
38 2022, was accepted.

39
40
41 **FOURTH ORDER OF BUSINESS**

**Consider Appointment to Fill Unexpired
Term of Seat 5**

42
43
44 **A. Administration of Oath of Office to Newly Appointed Supervisor (*the following will be***
45 ***provided in a separate package*)**

46 **I. Guide to Sunshine Amendment and Code of Ethics for Public Officers and**
47 **Employees**

48 **II. Membership, Obligations and Responsibilities**

49 **III. Financial Disclosure Forms**

50 **a. Form 1: Statement of Financial Interests**

51 **b. Form 1X: Amendment to Form 1, Statement of Financial Interests**

52 **c. Form 1F: Final Statement of Financial Interests**

53 **IV. Form 8B – Memorandum of Voting Conflict**

54 **B. Consideration of Resolution 2022-08, Designating Certain Officers of the District, and**
55 **Providing for an Effective Date**

56 This item was deferred.

57
58 **FIFTH ORDER OF BUSINESS**

**Public Hearing on Adoption of Fiscal Year
2022/2023 Budget**

59
60
61 **A. Proof/Affidavit of Publication**

62 The affidavit of publication was included for informational purposes.

63 **B. Consideration of Resolution 2022-07, Relating to the Annual Appropriations and**
64 **Adopting the Budgets for the Fiscal Year Beginning October 1, 2022, and Ending**
65 **September 30, 2023; Authorizing Budget Amendments; and Providing an Effective**
66 **Date**

67 Mr. Wrathell presented the proposed Fiscal Year 2023 budget. The only change since
68 the last meeting was that the “Insurance – GL & POL” line item increased from \$12,000 to
69 \$12,500.

70

71 **On MOTION by Mr. Presiga and seconded by Ms. Madison, with all in favor, the**
72 **Public Hearing was opened.**

73

74

75 No members of the public spoke.

76

77 **On MOTION by Mr. Spada and seconded by Mr. Fuentes, with all in favor, the**
78 **Public Hearing was closed.**

79

80

81 Mr. Wrathell presented Resolution 2022-07 and read the title.

82

83 **On MOTION by Mr. Fuentes and seconded by Mr. Presiga, with all in favor,**
84 **Resolution 2022-07, Relating to the Annual Appropriations and Adopting the**
85 **Budgets for the Fiscal Year Beginning October 1, 2022, and Ending September**
86 **30, 2023; Authorizing Budget Amendments; and Providing an Effective Date,**
87 **was adopted.**

88

89

90 **SIXTH ORDER OF BUSINESS**

Consideration of Budget Funding
Agreement for Fiscal Year 2022/2023
Budget

93

94 Mr. Wrathell presented the Budget Funding Agreement for Fiscal Year 2022/2023
95 Budget.

96

97 **On MOTION by Mr. Mr. Presiga and seconded by Mr. Spada, with all in favor,**
98 **the Budget Funding Agreement for Fiscal Year 2022/2023 Budget, was**
99 **approved.**

100

101

102 **▪ Approval of May 4, 2022 Regular Meeting Minutes**

103 This item, previously the Eighth Order of Business, was presented out of order.

104 Mr. Wrathell presented the May 4, 2022 Regular Meeting.

105

106 **On MOTION by Mr. Spada and seconded by Mr. Fuentes, with all in favor, the**
107 **May 4, 2022 Regular Meeting Minutes, as presented, were approved.**

108

109

110 **SEVENTH ORDER OF BUSINESS**

**Acceptance of Unaudited Financial
Statements as of July 31, 2022**

111

112

113 Mr. Wrathell presented the Unaudited Financial Statements as of July 31, 2022.

114

115 **On MOTION by Mr. Fuentes and seconded by Ms. Madison, with all in favor,**
116 **the Unaudited Financial Statements as of July 31, 2022, were accepted.**

117

118

119 **EIGHTH ORDER OF BUSINESS**

**Approval of May 4, 2022 Regular Meeting
Minutes**

120

121

122 This item was presented following the Sixth Order of Business.

123

124 **NINTH ORDER OF BUSINESS**

Staff Reports

125

126 **A. District Counsel: *Kutak Rock LLP***

127 There was no report.

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

129 • **NEXT MEETING DATE: October 5, 2022 at 1:00 P.M.**

130 ○ **QUORUM CHECK**

131 The next meeting would be held on October 5, 2022, unless cancelled.

132

133 **TENTH ORDER OF BUSINESS**

Board Members' Comments/Requests

134

135 There were no Board Members' comments or requests.

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137 **ELEVENTH ORDER OF BUSINESS**

Public Comments

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139 There were no public comments.

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141 **TWELFTH ORDER OF BUSINESS**

Adjournment

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144 **On MOTION by Mr. Presiga and seconded by Mr. Spada, with all in favor, the**
145 **meeting adjourned at 1:17 p.m.**

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[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

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Secretary/Assistant Secretary

Chair/Vice Chair

**WATER STREET TAMPA
IMPROVEMENT DISTRICT**

MINUTES

B

DRAFT

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

A Landowners' Meeting of the Water Street Tampa Improvement District was held on November 8, 2022 at 1:00 p.m., at Strategic Property Partners, LLC, 615 Channelside Drive, Suite 204, Tampa, Florida 33602.

Present at the meeting were:

| | |
|------------------|---|
| Jonathan Johnson | District Counsel |
| Sonya Little | Proxy Holder for Multiple Property Owners |

AUDIO WAS NOT AVAILABLE

THE MINUTES WERE TRANSCRIBED FROM THE MEETING NOTES

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Johnson called the meeting to order at 1:01 p.m. Mr. Johnson and Ms. Little were present.

SECOND ORDER OF BUSINESS

Affidavit/Proof of Publication

The proof of publication was included for informational purposes.

THIRD ORDER OF BUSINESS

Election of Chair to Conduct Landowners' Meeting

Mr. Johnson served as Chair to conduct the Landowners' Meeting.

FOURTH ORDER OF BUSINESS

Election of Supervisors [SEATS 2, 3 & 5]

A. Nominations

Ms. Little nominated the following:

36 Seat 2 Kim Madison
37 Seat 3 Jorge A. Fuentes
38 Seat 5 Jessica Barnes
39 No other nominations were made.

40 **B. Casting of Ballots**

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

42 A total of 33 voting units were represented.

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

44 All 33 voting units were assigned by proxy to Ms. Little. Mr. Johnson stated that the
45 voting units were assigned by proxy to Ms. Little, as follows:

| | | |
|----|---------------------------------------|----------------|
| 46 | WST 400 Channelside LLC | 4 voting units |
| 47 | MWS Hotel LLC | 3 voting units |
| 48 | WST 1077 Water Street LLC | 1 voting unit |
| 49 | Pinnacle Channelside Properties LLC | 4 voting units |
| 50 | WST 1001 Water Street LLC | 1 voting unit |
| 51 | WST 1010 Water Street LLC | 2 voting units |
| 52 | Florida Whiting Properties LLC | 5 voting units |
| 53 | WST Block B2 LLC | 1 voting unit |
| 54 | WST JWM LLC | 3 voting units |
| 55 | WST District Cooling LLC | 1 voting unit |
| 56 | Crestline Acquisitions Group LLC | 3 voting units |
| 57 | WST 1045 Cumberland LLC | 2 voting units |
| 58 | Channelside Cumberland Properties LLC | 1 voting unit |
| 59 | Brorein Partners LLC | 1 voting unit |
| 60 | WST 500 Channelside LLC | 1 voting unit |

61 Ms. Little is eligible to cast up to 33 votes per Seat.

62 Ms. Little cast the following votes:

| | | | |
|----|--------|------------------|---------|
| 63 | Seat 2 | Kim Madison | 6 votes |
| 64 | Seat 3 | Jorge A. Fuentes | 6 votes |

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Secretary/Assistant Secretary

Chair/Vice Chair

**WATER STREET TAMPA
IMPROVEMENT DISTRICT**

**STAFF
REPORTS**

WATER STREET TAMPA IMPROVEMENT DISTRICT

BOARD OF SUPERVISORS FISCAL YEAR 2022/2023 MEETING SCHEDULE

LOCATION

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

| DATE | POTENTIAL DISCUSSION/FOCUS | TIME |
|----------------------------------|----------------------------|---------|
| October 5, 2022 CANCELED | Regular Meeting | 1:00 PM |
| November 2, 2022 CANCELED | Regular Meeting | 1:00 PM |
| November 8, 2022 | Landowners' Meeting | 1:00 PM |
| December 7, 2022 CANCELED | Regular Meeting | 1:00 PM |
| January 4, 2023 CANCELED | Regular Meeting | 1:00 PM |
| February 1, 2023 CANCELED | Regular Meeting | 1:00 PM |
| March 1, 2023 CANCELED | Regular Meeting | 1:00 PM |
| April 5, 2023 CANCELED | Regular Meeting | 1:00 PM |
| May 3, 2023 CANCELED | Regular Meeting | 1:00 PM |
| June 7, 2023 | Regular Meeting | 1:00 PM |
| July 5, 2023 | Regular Meeting | 1:00 PM |
| August 2, 2023 | Regular Meeting | 1:00 PM |
| September 6, 2023 | Regular Meeting | 1:00 PM |