

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

The Board of Supervisors of the Water Street Tampa Improvement District held multiple Public Hearings and a Regular Meeting on Wednesday, October 3, 2018 at 1:00 p.m., at 615 Channelside Drive, Suite 101A, Tampa, Florida 33602.

**Present at the meeting were:**

Kim Madison	Chair
Rhonda Nelson	Vice Chair
Damian Presiga	Assistant Secretary
Scott Kelley	Assistant Secretary

**Also present were:**

Craig Wrathell	District Manager
Jonathan Johnson	District Counsel
Lindsay Whelan	Hopping Green & Sams, P.A.
Jim Shimberg (via telephone)	Developer's Counsel, Strategic Property Partners
Tim Johnson	Strategic Property Partners
Gregory Feldkamp	Strategic Property Partners

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. Wrathell called the meeting to order at 1:03 p.m. Supervisors Madison, Nelson and Kelly were present, in person. Supervisor Presiga was not present at roll call. Supervisor Taube was not present. For the record, Mr. Wrathell administered the Oath of Office to Ms. Nelson prior to today's meeting. Mr. Taube would be sworn in at a subsequent meeting.

**SECOND ORDER OF BUSINESS**

**Public Comments**

There being no public comments, the next item followed.

**THIRD ORDER OF BUSINESS**

**Public Hearing to Hear Comments and Objections on the Adoption of the District's Final Budget for Fiscal Year 2017/2018, Pursuant to Florida Law**

**A. Affidavit of Publication**

The proof of publication is included for informational purposes.

**B. Consideration of Resolution 2019-01, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2017, and Ending September 30, 2018; Authorizing Budget Amendments; and Providing an Effective Date**

Mr. Wrathell presented Resolution 2019-01. He reviewed the proposed Fiscal Year 2018 budget and the description of expenditures.

**On MOTION by Ms. Nelson and seconded by Ms. Madison, with all in favor, the Public Hearing was opened.**

No members of the public spoke.

**On MOTION by Ms. Nelson and seconded by Ms. Madison, with all in favor, the Public Hearing was closed.**

**On MOTION by Ms. Nelson and seconded by Mr. Kelley, with all in favor, Resolution 2019-01, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2017, and Ending September 30, 2018; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.**

**Mr. Presiga has arrived at the meeting at 1:14 p.m.**

**FOURTH ORDER OF BUSINESS**

**Public Hearing to Hear Comments and Objections on the Adoption of the District's Final Budget for Fiscal Year 2018/2019**

**A. Affidavit of Publication**

The proof of publication is included for informational purposes.

**B. Consideration of Resolution 2019-02, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2018, and Ending**

**September 30, 2019; Authorizing Budget Amendments; and Providing an Effective Date**

Mr. Wrathell presented Resolution 2019-02. He reviewed the Proposed Fiscal Year 2019 budget and noted that fees should be budgeted for the "Audit"; therefore, the following change was made to the proposed budget:

Page 1, "Audit<sup>2</sup>": Budget \$5,000

**On MOTION by Mr. Kelley and seconded by Mr. Presiga, with all in favor, the Public Hearing was opened.**

A Board Member asked when the District Engineer position would be filled. Mr. Wrathell stated that, once the District proceeds with its Capital Improvement Plan (CIP), construction program and bond issuance, there will be a definite need for a District Engineer and Management will facilitate the Request for Qualifications (RFQ) process at that time.

Mr. Feldkamp noted the increase in the total budget from \$62,550 to \$67,550 with the allotment of \$5,000 for the "Audit<sup>2</sup>" line item. The Resolution would be adjusted.

No members of the public spoke.

**On MOTION by Ms. Nelson and seconded by Mr. Presiga, with all in favor, the Public Hearing was closed.**

**On MOTION by Ms. Nelson and seconded by Mr. Kelley, with all in favor, Resolution 2019-02, as amended, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2018, and Ending September 30, 2019, as amended; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.**

**FIFTH ORDER OF BUSINESS**

**Consideration of Budget Funding Agreement for Fiscal Year 2018/2019 Budget**

Mr. Wrathell presented the Budget Funding Agreement for Fiscal Year 2019 and mentioned approval of certain changes at the previous meeting. Mr. Johnson stated that, per

the Developer's review and comment, Staff agreed to strike Section 2 of the 2017/2018 Agreement and renumber, accordingly. He recommended approval as the 2018/2019 Agreement is exactly the same as the 2017/2018 Agreement.

**On MOTION by Ms. Nelson and seconded by Mr. Presiga, with all in favor, the Budget Funding Agreement for Fiscal Year 2018/2019 Budget, subject to removal of Section 2 and renumbering the balance of the Agreement, was approved.**

**SIXTH ORDER OF BUSINESS**

**Public Hearing Confirming the Intent of the District to Use the Uniform Method of Levy Collection and Enforcement of Non-Ad Valorem Assessments as Authorized and Permitted by Section 197.3632, Florida Statutes; Expressing the Need for the Levy of Non-Ad Valorem Assessments and Setting Forth the Legal Description of the Real Property Within the District's Jurisdictional Boundaries that May or Shall Be Subject to the Levy of District Non-Ad Valorem Assessments; Providing for Severability; Providing for Conflict and Providing for an Effective Date**

**A. Affidavit/Proof of Publication**

The proof of publication is included for informational purposes.

**B. Consideration of Resolution 2019-03, Expressing its Intent to Utilize the Uniform Method of Levying, Collecting, and Enforcing Non Ad Valorem Assessments Which May Be levied By the Water Street Tampa Improvement District in Accordance with Section 197.3632, Florida Statutes; Providing a Severability Clause; and Providing an Effective Date**

Mr. Wrathell presented Resolution 2019-03. The District has the ability to place its assessments on the County tax bill and utilize the services of the Property Appraiser and Tax Collector.

**On MOTION by Ms. Nelson and seconded by Mr. Kelley, with all in favor, the Public Hearing was opened.**

Mr. Wrathell was informed that the conference line closed and subsequently restored it.  
No members of the public spoke.

**On MOTION by Ms. Madison and seconded by Mr. Kelley, with all in favor, the Public Hearing was closed.**

**On MOTION by Ms. Nelson and seconded by Mr. Presiga, with all in favor, Resolution 2019-03, Expressing its Intent to Utilize the Uniform Method of Levying, Collecting, and Enforcing Non Ad Valorem Assessments Which May Be levied By the Water Street Tampa Improvement District in Accordance with Section 197.3632, Florida Statutes; Providing a Severability Clause; and Providing an Effective Date, was adopted.**

**SEVENTH ORDER OF BUSINESS**

**Public Hearing to Hear Public Comments and Objections to the Adoption of the Rules of Procedure, Pursuant to Sections 120.54 and 190.035, Florida Statutes**

**A. Affidavits of Publication**

- **Notice of Rule Development**
- **Notice of Rule Making**

The affidavits of publication were provided for informational purposes.

**B. Consideration of Resolution 2019-04, Adopting Rules of Procedure; Providing a Severability Clause; and Providing an Effective Date**

Mr. Wrathell presented Resolution 2019-04.

**On MOTION by Ms. Nelson and seconded by Ms. Madison, with all in favor, the Public Hearing was opened.**

No members of the public spoke.

**On MOTION by Ms. Nelson and seconded by Mr. Presiga, with all in favor, the Public Hearing was closed.**

**On MOTION by Mr. Kelley and seconded by Mr. Presiga, with all in favor, Resolution 2019-04, Adopting Rules of Procedure; Providing a Severability Clause; and Providing an Effective Date, was adopted.**

**EIGHTH ORDER OF BUSINESS**

**Public Hearing to Hear Public Comments and Objections to the Adoption of the Rule Collecting and Applying Public Infrastructure Fee, Pursuant to Sections 120.54 and 190.035, Florida Statutes**

**A. Presentation of Declaration of Covenants Regarding Public Infrastructure Fee**

Mr. Johnson recalled that, during the Organizational Meeting, it was acknowledged that the Board will consider adopting a rule to manage the collection of a 1% public infrastructure fee, which is similar to a user fee that functions like a sales tax. The District is to collect the revenue and apply it; the basis for the revenue collection is the Covenant that is recorded over the real property. The Covenant, currently in draft form, will ultimately be reviewed by the Developer and real estate team and there might be a change in the 1% fee that is advertised.

**B. Consideration of Resolution 2019-05, Adopting Rule Collecting and Applying Public Infrastructure Fee; Providing a Severability Clause; and Providing an Effective Date**

Mr. Wrathell presented Resolution 2019-05.

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

In response to a question, Mr. Johnson confirmed that the fee could be less than the 1% that was advertised.

**On MOTION by Mr. Presiga and seconded by Mr. Kelley, with all in favor, the Public Hearing was closed.**

**On MOTION by Ms. Nelson and seconded by Ms. Madison, with all in favor, Resolution 2019-05, Adopting Rule Collecting and Applying Public Infrastructure Fee; Providing a Severability Clause; and Providing an Effective Date, was adopted.**

**NINTH ORDER OF BUSINESS**

**Consideration of Agreement of Website Services with Strange Zone, Inc.**

Mr. Wrathell presented the Agreement for Website Services and requested approval, in substantial form, with the previously-approved fee schedule. Mr. Johnson stated that the Chair and Vice Chair should be authorized to execute the Agreement.

**On MOTION by Ms. Nelson and seconded by Mr. Presiga, with all in favor, the Agreement for Website Services with Strange Zone, Inc., in substantial form, and authorizing the Chair or Vice Chair to execute the Agreement, were approved.**

**TENTH ORDER OF BUSINESS**

**Consideration of Resolution 2019-06, Designating the Primary Administrative Office and Principal Headquarters of the District; Designating the location of the Local District Records Office; and Providing an Effective Date (2018-06 deferred from July 18, 2018 Organizational Meeting)**

Mr. Wrathell presented Resolution 2019-06. The Primary Administrative Office will be the District Manager's office located in Boca Raton, Florida. The Principal Headquarters and Local District Records Office must be in Hillsborough County.

Discussion ensued regarding potential headquarter locations, operational staff, etc. A Board Member stated that, for the next 12 months, the SunTrust Building, 401 East Jackson Street, Suite 3300, Tampa, Florida 33602, could be the designated Principal Headquarters and Local District Records Office.

**On MOTION by Ms. Nelson and seconded by Mr. Kelley, with all in favor, Resolution 2019-06, Designating Wrathell, Hunt and Associates, 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431 as the Primary Administrative Office and Designating the SunTrust Building, 401 East Jackson Street, Suite 3300, Tampa, Florida 33602 as the Principal Headquarters of the District and the Local District Records Office, and Providing an Effective Date, was adopted.**

**ELEVENTH ORDER OF BUSINESS**

**Consideration of Resolution 2019-07, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2018/2019 and Providing for an Effective Date (2018-13 deferred from July 18, 2018 Organizational Meeting)**

Mr. Wrathell presented Resolution 2019-07. The following changes were made:

Meeting Location: Change to SunTrust Building, 401 East Jackson Street, Suite 3300, Tampa, Florida 33602

January Meeting Date: Change "January 2" to "January 9"

**On MOTION by Ms. Nelson and seconded by Mr. Presiga, with all in favor, Resolution 2019-07, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2018/2019 and Providing for an Effective Date, as amended, was adopted.**

**TWELFTH ORDER OF BUSINESS**

**Consideration of July 18, 2018 Organizational Meeting Minutes**

Mr. Wrathell presented the July 18, 2018 Organizational Meeting Minutes and asked for any additions, deletions or corrections. The following change was made:

Line 12 and throughout: Delete "Rhonda Nelson"

**On MOTION by Mr. Kelley and seconded by Mr. Presiga, with all in favor, the July 18, 2018 Organizational Meeting Minutes, as amended, were approved.**



**THIRTEENTH ORDER OF BUSINESS**

**Staff Reports**

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

There being no report, the next item followed.

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

There being no report, the next item followed.

**FOURTEENTH ORDER OF BUSINESS**

**Board Members' Comments/Requests**

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

**FIFTEENTH ORDER OF BUSINESS**

**Public Comments**

There being no public comments, the next item followed.

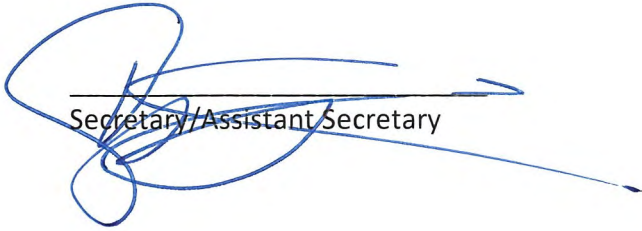
**SIXTEENTH ORDER OF BUSINESS**

**Adjournment**

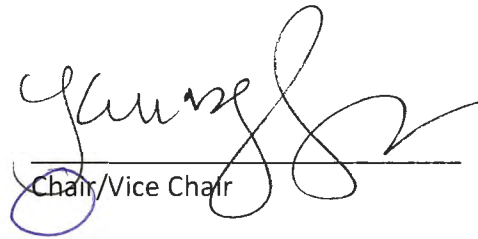
There being no further business to discuss, the meeting adjourned.

**On MOTION by Ms. Nelson and seconded by Ms. Madison, with all in favor, the meeting adjourned at 1:43 p.m.**

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



Secretary/Assistant Secretary



Chair/Vice Chair