

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

The Board of Supervisors of the Water Street Tampa Improvement District held a Regular Meeting on June 5, 2024 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
Amanda Clemons	Assistant Secretary

Also present were:

Craig Wrathell	District Manager
Jonathan Johnson (via telephone)	District Counsel
Sonya Little	Strategic Property Partners, LLC (SPP)

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Wrathell called the meeting to order at 1:03 p.m.

Supervisors Madison, Spada and Clemons were present. Supervisors Presiga and Fuentes were not present.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

**Acceptance of Resignation of Jorge Fuentes
(Seat 3); Term Expires November 2026**

Mr. Wrathell presented Mr. Jorge Fuente's resignation letter.

**On MOTION by Ms. Clemons and seconded by Ms. Madison, with all in favor,
the resignation of Jorge Fuentes from Seat 3, dated May 1, 2024, was accepted.**

FOURTH ORDER OF BUSINESS

**Consider Appointment to Fill Unexpired
Term of Seat 3**

On MOTION by Mr. Spada and seconded by Ms. Clemons, with all in favor, the appointment of Mr. Michael Greene to Seat 3, was approved.

- **Administration of Oath of Office (the following will also be provided in a separate package)**
- A. Required Ethics Training and Disclosure Filing**
 - **Sample Form 1 2023/Instructions**
- B. Membership, Obligation and Responsibilities**
- C. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**
- D. Form 8B – Memorandum of Voting Conflict for County, Municipal and other Local Public Officers**

Mr. Greene was not present. This item was deferred.

FIFTH ORDER OF BUSINESS

**Consideration of Resolution 2024-01,
Electing and Removing Officers of the
District and Providing for an Effective Date**

Mr. Wrathell presented Resolution 2024-01. Ms. Madison nominated the following slate:

Kim Madison	Chair
Michael Spada	Vice Chair
Damian Presiga	Assistant Secretary
Michael Greene	Assistant Secretary
Amanda Clemons	Assistant Secretary

No other nominations were made.

The Resolution removes the following from the Board:

Jorge A. Fuentes	Assistant Secretary
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The following prior appointments by the Board remain unaffected by this Resolution:

Craig Wrathell	Secretary
Kristen Suit	Assistant Secretary
Craig Wrathell	Treasurer
Jeff Pinder	Assistant Treasurer

On MOTION by Ms. Clemons and seconded by Mr. Spada, with all in favor, the Resolution 2024-01, Electing, as nominated, and Removing Officers of the District, and Providing for an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2024-02, Approving a Proposed Budget for Fiscal Year 2024/2025 and Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date

Mr. Wrathell presented Resolution 2024-02. He reviewed the proposed Fiscal Year 2025 budget, which is identical to the Fiscal Year 2024 budget except for the “Insurance – GL & POL” line item increasing from \$14,500 to \$15,070. The budget will continue to be Landowner-funded for Fiscal Year 2025, which starts October 1, 2024 and ends on September 30, 2025.

On MOTION by Mr. Spada and seconded by Ms. Madison, with all in favor, Resolution 2024-02, Approving a Proposed Budget for Fiscal Year 2024/2025 and Setting a Public Hearing Thereon Pursuant to Florida Law for September 4, 2024 at 1:00 a.m., at Strategic Property Partners, LLC, 615 Channelside Drive, Suite 204, Tampa, Florida 33602; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date, was adopted.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2024-03, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2024/2025 and Providing for an Effective Date

Mr. Wrathell presented Resolution 2024-03. The following change was made to the Fiscal Year 2025 Meeting Schedule:

TIME, November 5, 2024: Insert "1:00 PM"

On MOTION by Mr. Spada and seconded by Ms. Clemons, with all in favor, Resolution 2024-03, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2024/2025, as amended, and Providing for an Effective Date, was adopted.

EIGHTH ORDER OF BUSINESS

Consideration of Resolution 2024-04, Designating a Date, Time and Location for a Landowners' Meeting and Election; Providing for Publication; Establishing Forms for the Landowner Election; and Providing for Severability and an Effective Date

Mr. Wrathell presented Resolution 2024-04. He stated Board Members need not attend the Landowner's election. Staff will coordinate with Ms. Little, who will likely serve as proxy holder. Seats 1 and 4, currently held by Supervisors Presiga and Spada, respectively, will be up for election.

On MOTION by Ms. Madison and seconded by Mr. Spada, with all in favor, Resolution 2024-04, Designating a Date, Time and Location for a Landowners' Meeting and Election as November 5, 2024 at 1:00 p.m., at Strategic Property Partners, LLC, 615 Channelside Drive, Suite 204, Tampa, Florida 33602; Providing for Publication; Establishing Forms for the Landowner Election; and Providing for Severability and an Effective Date, was adopted.

NINTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of April 30, 2024

On MOTION by Mr. Spada and seconded by Ms. Clemons, with all in favor, the Unaudited Financial Statements as of April 30, 2024, were accepted.

TENTH ORDER OF BUSINESS

**Approval of September 6, 2023 Public
Hearing and Regular Meeting Minutes**

On MOTION by Ms. Madison and seconded by Mr. Spada, with all in favor, the September 6, 2023 Public Hearing and Regular Meeting Minutes, as presented, were approved.

ELEVENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: Kutak Rock LLP

There was no report.

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

Mr. Wrathell discussed the new ethics training requirement for Supervisors, online course options and the changes in the financial disclosure filing procedure. Board Members must register with the Commission on Ethics (COE) website so they can file Form 1 electronically. Mr. Johnson will re-send a Memorandum regarding the ethics training requirement with free online course links.

- **NEXT MEETING DATE: July 3, 2024 at 1:00 PM**
 - **QUORUM CHECK**

The July 3, 2024 meeting will be cancelled. The next meeting will be on September 4, 2024.

TWELFTH ORDER OF BUSINESS

Board Members' Comments/Requests

There were no Board Members' comments or requests.

THIRTEENTH ORDER OF BUSINESS

Public Comments

No members of the public spoke.

FOURTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Spada and seconded by Ms. Clemons, with all in favor, the meeting adjourned at 1:18 p.m.



Secretary/Assistant Secretary



Chair/Vice Chair