

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

The Board of Supervisors of the Water Street Tampa Improvement District held a Public Hearing and Regular Meeting on September 4, 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:

Kristen Suit	District Manager
Clif Fischer	Wrathell, Hunt and Associates (WHA)
Jason Middleton	WHA
Jonathan Johnson (via telephone)	District Counsel
Sonya Little	Strategic Property Partners, LLC (SPP)
Michael Greene (via telephone)	Supervisor-Appointee

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Suit called the meeting to order at 1:02 p.m.

Supervisors Madison, Spada and Clemons were present. Supervisor Presiga was not present. Supervisor-Appointee Greene attended via telephone.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

Administration of Oath of Office to Michael Greene (Seat 3) (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**

This item was deferred, as Mr. Greene is attending via telephone. Although Mr. Greene cannot participate as a Board Member and vote on matters before the Board until he is sworn in, he can participate as a member of the public.

FOURTH ORDER OF BUSINESS

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

The slate of officers, per Resolution 2024-01, as adopted at the last meeting, is as follows:

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

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. Madison and seconded by Ms. Clemons, with all in favor, Resolution 2024-01, Electing and Removing Officers of the District and Providing for an Effective Date, was ratified.

FIFTH ORDER OF BUSINESS

**Public Hearing on Adoption of Fiscal Year
2024/2025 Budget**

A. Proof/Affidavit of Publication

The affidavit of publication was included for informational purposes.

B. Consideration of Resolution 2024-05, Relating to the Annual Appropriations and Adopting the Budget(s) for the Fiscal Year Beginning October 1, 2024, and Ending September 30, 2025; Authorizing Budget Amendments; and Providing an Effective Date

Ms. Suit presented Resolution 2024-05. She reviewed the proposed Fiscal Year 2025 budget, which is unchanged since it was last presented. This is a Landowner-funded budget with expenses funded as they are incurred.

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

No affected property owners or members of the public spoke.

On MOTION by Ms. Clemons and seconded by Mr. Spada, with all in favor, the Public Hearing was closed.

On MOTION by Ms. Madison and seconded by Ms. Clemons, with all in favor, Resolution 2024-05, Relating to the Annual Appropriations and Adopting the Budget(s) for the Fiscal Year Beginning October 1, 2024, and Ending September 30, 2025; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS

**Consideration of Budget Funding
Agreement Fiscal Year 2025**

On MOTION by Mr. Spada and seconded by Ms. Clemons, with all in favor, the Budget Funding Agreement Fiscal Year 2025, was approved.

SEVENTH ORDER OF BUSINESS

Presentation of Audited Financial Statements for Fiscal Year Ended September 30, 2023, Prepared by Carr, Riggs & Ingram, LLC

Ms. Suit presented the Audited Financial Report for the Fiscal Year Ended September 30, 2023 and noted the pertinent information. There were no findings, recommendations, deficiencies on internal control or instances of non-compliance; it was a clean audit.

EIGHTH ORDER OF BUSINESS

Consideration of Resolution 2024-06, Hereby Accepting the Audited Financial Statements for the Fiscal Year Ended September 30, 2023

Ms. Suit presented Resolution 2024-06.

On MOTION by Mr. Spada and seconded by Ms. Clemons, with all in favor, Resolution 2024-06, Hereby Accepting the Audited Financial Statements for the Fiscal Year Ended September 30, 2023, was adopted.

NINTH ORDER OF BUSINESS

Consideration of Goals and Objectives Reporting [HB7013 - Special Districts Performance Measures and Standards Reporting]

Ms. Suit presented the Memorandum explaining the new requirement for special districts to develop goals and objectives annually and develop performance measures and standards to assess the achievement of the goals and objectives. Community Communication and Engagement, Infrastructure and Facilities Maintenance, and Financial Transparency and Accountability will be the key categories to focus on for Fiscal Year 2025. She presented the

Performance Measures/Standards & Annual Reporting Form developed for the CDD, which explains how the CDD will meet the goals.

On MOTION by Mr. Spada and seconded by Ms. Clemons, with all in favor, the Goals and Objectives and the Performance Measures/Standards & Annual Reporting Form, were approved.

- **Resolution 2024-07, Electing and Removing Officers of the District and Providing for an Effective Date**

This item was an addition to the agenda.

Ms. Suit presented Resolution 2024-07, which is necessary to add Mr. Clifton Fischer as an Assistant Secretary.

Ms. Madison nominated the following:

Clifton Fischer	Assistant Secretary
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No other nominations were made.

The following prior appointments by the Board remain unaffected by this Resolution:

Kim Madison	Chair
Michael Spada	Vice Chair
Damian Presiga	Assistant Secretary
Michael Greene	Assistant Secretary
Amanda Clemons	Assistant Secretary
Craig Wrathell	Secretary
Kristen Suit	Assistant Secretary
Craig Wrathell	Treasurer
Jeff Pinder	Assistant Treasurer

On MOTION by Ms. Madison and seconded by Mr. Spada, with all in favor, Resolution 2024-07, Electing, as nominated, and Removing Officers of the District and Providing for an Effective Date, was adopted.

TENTH ORDER OF BUSINESS

Acceptance of Unaudited Financial
Statements as of July 31, 2024

On MOTION by Ms. Madison and seconded by Mr. Spada, with all in favor, the Unaudited Financial Statements as of July 31, 2024, were accepted.

ELEVENTH ORDER OF BUSINESS

Approval of June 5, 2024 Regular Meeting
Minutes

Ms. Suit presented the June 5, 2024 Regular Meeting Minutes.

The following change was made:

Line 12 and throughout: Change "Clemmons" to "Clemons"

On MOTION by Mr. Spada and seconded by Ms. Madison, with all in favor, the June 5, 2024 Regular Meeting Minutes, as amended, were approved.

TWELFTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: Kutak Rock LLP

There was no report.

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

- **NEXT MEETING DATE: October 2, 2024 at 1:00 PM**
 - **QUORUM CHECK**

The October 2, 2024 meeting will be canceled. The Landowners' Election will be held on November 5, 2024; Board Members are not required to attend.

▪ **Discussion resumed: Consideration of Budget Funding Agreement Fiscal Year 2025**

It was noted that Strategic Property Partners LLC might not be the correct entity. Ms. Suit stated the Agreement will be signed and held pending confirmation.

Ms. Little asked if only one public hearing is required for approval of the budget. Ms. Suit replied affirmatively; the Fiscal Year 2025 budget was approved following the Public Hearing held earlier in this meeting.

THIRTEENTH ORDER OF BUSINESS

Board Members' Comments/Requests

There were no Board Members' comments or requests.

FOURTEENTH ORDER OF BUSINESS

Public Comments

No members of the public spoke.

FIFTEENTH ORDER OF BUSINESS

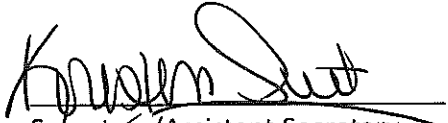
Adjournment

On MOTION by Ms. Madison and seconded by Mr. Spada, with all in favor, the meeting adjourned at 1:16 p.m.

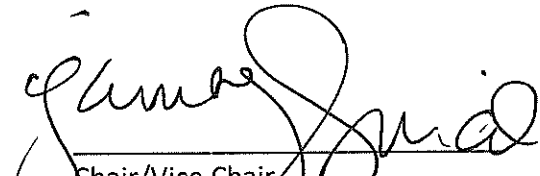
[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

WATER STREET TAMPA
IMPROVEMENT DISTRICT

September 4, 2024



Secretary/Assistant Secretary



Chair/Vice Chair