

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

The Board of Supervisors of the Water Street Tampa Improvement District held 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.

Present were:

Kim Madison	Chair
Michael Spada	Vice Chair
Damian Presiga	Assistant Secretary
Jorge Fuentes	Assistant Secretary
Jennifer (Jenn) Regan	Assistant Secretary

Also present were:

Craig Wrathell	District Manager
Cindy Cerbone (via telephone)	Wrathell, Hunt and Associates, LLC (WHA)
Jonathan Johnson	District Counsel
Sonya Little	Strategic Property Partners, LLC (SPP)
Jim Shimberg	Strategic Property Partners, LLC (SPP)

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Wrathell called the meeting to order at 1:07 p.m. 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

Acceptance of Resignation of Rhonda Nelson (Seat 3); Term Expires November, 2022

Mr. Wrathell read Ms. Rhonda Nelson's resignation letter, dated November 6, 2020.

On MOTION by Mr. Presiga and seconded by Mr. Spada, with all in favor, the resignation of Ms. Rhonda Nelson from Seat 3, effective immediately, was accepted.

FOURTH ORDER OF BUSINESS

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

Mr. Presiga nominated Mr. Jorge Fuentes to fill the unexpired term of Seat 3. No other nominations were made.

On MOTION by Mr. Presiga and seconded by Mr. Spada, with all in favor, the appointment of Mr. Jorge Fuentes to fill the unexpired term of Seat 3, was approved.

- **Administration of Oath of Office to Newly Appointed Supervisor (*the following to be provided in a separate package*)**

Mr. Wrathell, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Mr. Fuentes.

- 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**

These items were presented following the Sixth Order of Business.

FIFTH ORDER OF BUSINESS

**Acceptance of Resignation of Josh Taube
(Seat 5); Term Expires November, 2022**

Mr. Wrathell presented Mr. Josh Taube's resignation letter, dated January 28, 2021.

On MOTION by Mr. Spada and seconded by Mr. Presiga, with all in favor, the resignation of Mr. Josh Taube from Seat 5, effective immediately, was accepted.

SIXTH ORDER OF BUSINESS

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

Mr. Presiga nominated Ms. Jennifer (Jenn) Regan to fill the unexpired term of Seat 5. No other nominations were made.

On MOTION by Mr. Presiga and seconded by Ms. Madison, with all in favor, the appointment of Ms. Jennifer (Jenn) Regan to fill the unexpired term of Seat 5, was approved.

- **Administration of Oath of Office to Newly Appointed Supervisor**

Mr. Wrathell, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Ms. Regan.

- **Supervisor Packet**

This item, part of the Fourth Order of Business, was presented out of order.

Mr. Wrathell provided and briefly explained the following items:

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

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

- C. **Financial Disclosure Forms**

- IV. **Form 1: Statement of Financial Interests**

- V. **Form 1X: Amendment to Form 1, Statement of Financial Interests**

- VI. **Form 1F: Final Statement of Financial Interests**

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

Supervisors were instructed to file Form 1 with the Supervisors of Elections office within 30 days, in their County of residence, preferably in a manner that provides a proof of receipt, to avoid being fined.

Mr. Johnson discussed the importance of filing disclosure forms, upon receipt of gifts from anyone doing business with the District, and noted that, once a certain value is exceeded, if the Supervisor chooses to keep the gift, they are required to turn it over to the District.

Mr. Wrathell discussed General Liability and Public Officer’s insurance that would protect Board Members, as long as they are operating within the constraints of their duties.

SEVENTH ORDER OF BUSINESS

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

Mr. Wrathell presented Resolution 2021-04. Mr. Presiga nominated the following slate of officers:

Chair	Kim Madison
Vice Chair	Michael Spada
Secretary	Craig Wrathell
Assistant Secretary	Damian Presiga
Assistant Secretary	Jorge Fuentes
Assistant Secretary	Jennifer (Jenn) Regan
Assistant Secretary	Cindy Cerbone
Assistant Secretary	Daniel Rom
Treasurer	Craig Wrathell
Assistant Treasurer	Jeff Pinder

No other nominations were made.

On MOTION by Mr. Fuentes and seconded by Ms. Madison, with all in favor, 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, as nominated, and Providing for an Effective Date, was adopted.

EIGHTH ORDER OF BUSINESS

Consideration of RSA Consulting Group, LLC Independent Contractor Agreement for Liaison and Advisory Services Regarding Governmental Relations

Mr. Wrathell presented the RSA Consulting Group, LLC Independent Contractor Agreement to provide lobbying and advisory services, in which fees were waived. He stated that the District was seeking legislation to amend the District's boundaries and that a hearing with the City was scheduled for tomorrow night. Mr. Shimberg noted the meeting was a confirmation and the City had no plans to object. The State legislature process would follow that. He identified the area of expansion of land purchased in 2018 and the small area that would be reduced.

The following changes would be made:

Section 1 – Contractor's Work for Company: Revise section using language relating to the District.

Signature Line: Change: "Jim Shimberg" to "Kim Madison"

On MOTION by Ms. Madison and seconded by Mr. Spada, with all in favor, the RSA Consulting Group, LLC Independent Contractor Agreement for Liaison and Advisory Services Regarding Governmental Relations, in substantial form, and authorizing the Chair or Vice Chair to execute, was approved.

NINTH ORDER OF BUSINESS

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

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

On MOTION by Mr. Spada and seconded by Mr. Presiga, with all in favor, the Unaudited Financial Statements as of December 31, 2020, were accepted.

TENTH ORDER OF BUSINESS

Approval of Minutes

Mr. Wrathell presented the following Meeting Minutes:

A. November 17, 2020 Landowners' Meeting

The following change was made:

Line 43: Change "WST J.W. Merritt LLC" to "WST J.W.M., LLC"

Line 13: Change "Greg" to "Gregg"

B. December 2, 2020 Regular Meeting

The following changes were made:

Line 19: Change "Greg" to "Gregory"

Line 20: Change "Sonia" to "Sonya"

Line 21: Change "Member of the public" to "Strategic Property Partners"

On MOTION by Mr. Presiga and seconded by Mr. Fuentes, with all in favor, the November 17, 2020 Landowners' Meeting and the December 2, 2020 Regular Meeting Minutes, as amended, were approved.

ELEVENTH ORDER OF BUSINESS

Staff Reports

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

Mr. Johnson stated he would provide updates on the status of amending the District's boundaries.

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

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

The next meeting would be held March 3, 2021 but may be canceled if there are no matters to discuss.

TWELFTH ORDER OF BUSINESS

Board Members' Comments/Requests

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

THIRTEENTH ORDER OF BUSINESS

Public Comments

There being no public comments, the next item followed.

FOURTEENTH ORDER OF BUSINESS

Adjournment

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

On MOTION by Mr. Spada and seconded by Ms. Regan, with all in favor, the meeting adjourned at 1:42 p.m.



Secretary/Assistant Secretary



Chair/Vice Chair