

**Sales Surtax Oversight Advisory Committee  
April 18, 2016**

**Committee Members Present:**

**Carey Baker  
Gary Cooney  
Keith Mullins  
Scott Smith  
Bill Smith  
Bea Meeks**

**Also Present:**

**Wendy Taylor, County Manager's Office  
David Heath, County Manager  
Todd Thornton – Budget Office  
Diana Johnson, County Attorney's Office  
Steve Koontz, Budget Office  
Louis Guzman, County Attorney's Office  
Several staff members from the cities**

The meeting was called to order at 9:00 a.m. in the Lake County Board Chambers in the County Administration Building, Tavares, Florida, by Keith Mullins, Chairman.

It was announced that this meeting was properly advertised and that a quorum was present to conduct business.

Keith Mullins was reappointed as the Chairman and Carey Baker was appointed as the Vice-Chair.

The committee reviewed the submitted information. Additional information was requested from the following cities:

- **Astatula** –The committee requested a signed report. **New report submitted.**
- **Clermont** – A question arose as to refinancing debt prior to the debt being in place. **The County Attorney's Office will research the issue and provide an answer.**
- **Eustis** – The committee had a question regarding the IT Vehicle with the amount of \$185. **This project was removed from revised report.** A question arose as to the Finance Annex roof.and the Public Works roof. **It was determined that these were new roofs not remodels.** The question regarding debt came up again. The city was also asked to provide a signed report. **A revised and signed report was submitted.**
- **Lady Lake** - the question of debt payments was posed.
- **Leesburg** – The committee asked about the Fire Station #64 roof. **Staff present stated it was for a totally new roof.**
- **Mascotte** – Questions arose regarding video equipment and improvements to Bay Floor at Fire. Dept. **Staff present commented that the video surveillance was for equipment and explained the improvements to the floor were extensive. A new report was submitted.**
- **Minneola** – The committee requested to know what the debt was incurred for. **Staff submitted that it was a State Revolving Fund Loan from FDEP for the construction of their wastewater treatment plant.**

- **Montverde** -The committee asked for more information regarding the valve work at 9<sup>th</sup> Street and Hickory. **Staff submits that it was for installation of shut off valves on fire hydrants that were outdated and did not have shut offs.**
- **Mt. Dora** – The committee requested more information on the police security item and the Caulley Lott Tennis Court Improvements. In addition, they requested a signed form. **The Caulley Lott Park resurfacing included a new top coat on the court to make the surface useable to play on and the cameras were replaced with new technology for inside and outside the police/fire building. The city submitted a signed report.**
- **Tavares** – The committee asked for the date the debt was incurred. **The Roadway Improvement Note was issued 5/23/2008. The Wooten Park Seaplane Base Loan was issued 6/18/2012. The Sales Tax Revenue Note was issued 7/23/2003 and the Police Vehicle Note was issued 4/5/2014.**
- **Umatilla** – The committee asked for the date the debt was incurred. **The city states that it was a five year capital lease loan with this being the last year. It was incurred during FY 2011/12.**
- **Board of County Commissioners** – The committee asked for the date the debt was incurred. **2008 Debt Service - related costs for scheduled payment of principal and interest on a \$10,000,000 loan obtained in April 2008, with the final payment scheduled for June 1, 2017. Funds were used to purchase installation of county-wide 800Mhz radio system which became operational on July 13, 2009. 2007 Debt Service – related costs for scheduled payments of principal and interest on debt arising from 2007 bond issue of \$87.4 M for capital improvements, including the Judicial Center Expansion and Renovation, parking garage and Property Appraiser/Tax Collector office in Tavares. In 2015, portions of the remaining debt were re-financed in order to take advantage of favorable market conditions resulting in three different debt vehicles being used. The balance of the debt service costs for these is budgeted from the General Fund. Infrastructure Sales Tax revenues are not pledged as a dedicated or recurring funding source for the underlying debt.**
- **Lake County Schools** – The committee asked was the acronyms ETS and COA were. **ETS – represents the IT department in Minneola and COA is the Chief Administrative Administrator.**

Erik Ross, IT Department – gave a preview of the new reporting system the cities will utilize to submit their reports starting with the next cycle. The committee asked to see the budget and actual figures on the same page for comparison reasons. They also asked for a FAQ section. David Heath explained the purpose of the new program was to create a template to address the issues the committee brings up each time as to the explanation of projects, maintenance items and debt service.

The date for the next Sales Surtax Committee meeting to review today’s requested information was scheduled for Monday, May 16<sup>th</sup> at 9:00 a.m. The Sales Surtax Joint Public meeting was scheduled for Tuesday, June 7<sup>th</sup> at 9:00 a.m. The next committee meeting was scheduled for September 12<sup>th</sup> at 9:00 a.m.

The meeting was adjourned at 10:00 a.m.

Respectfully submitted,

Wendy Taylor  
Executive Office Manager, County Manager’s Office