



**2026 Sales Tax Focus Group**  
**Kick-Off Meeting – Room B-106**  
**3:00-5:00 p.m.**  
**August 19, 2025**

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| 1. Welcome and Introductions   | Emily Lewis,<br>Deputy County Administrator                      |
| 2. Review Purpose of Committee   | Emily Lewis  |
| 3. Sunshine Law  | Janette Knowlton,<br>County Attorney                             |
| 4. Overview of Sales Tax Funding <ul style="list-style-type: none"><li>a. Explain sales tax revenue</li><li>b. Review revenue projections</li><li>c. Review cost share with Punta Gorda</li></ul>                | Gordon Burger/Francine Lisby<br>Budget & Administrative Services |
| 5. Capital Needs Assessment and Project Selection  | Claire Jubb,<br>Assistant County Administrator                   |
| 6. Review 2026 Sales Tax Focus Group process <ul style="list-style-type: none"><li>a. Binder organization</li><li>b. Criteria and weighting</li><li>c. Ranking process</li><li>d. Committee governance</li></ul> | Emily Lewis  |
| 7. Public Comment*   |  |

\*Anyone wishing to make a public comment, must sign in, state their name for the record, and state which agenda items(s) will be addressed. Remarks shall be limited to 3 minutes (max) and shall be addressed to the Focus Group as a body, and not to individual members. There will not be any discussion.