



**2026 Sales Tax Focus Group**  
**Charlotte County Administration Center, Room B-106**  
**18500 Murdock Circle, Port Charlotte, FL 33948**  
**3:00 - 5:00 p.m.**  
**January 8, 2026**

**Members Present:** Eric Axelson, Bob White, Cindy Marsh-Tichy, Steve Vieira, Gary Butler, and Sean McLaughlin. (Arrived after the approval of minutes - 3:05 Lucienne Pears; 3:07 Larry Yerger; and 3:12 Gary Bayne).

**Members Excused:** Donna Barrett, Kathi Obendorfer, Lynne Matthews, and Mark Vianello. Unexcused Ray Laroche.

**Others Present:** Travis Perdue, Director of Facility Management, Kim Phillips, Financial Analyst, Francine Lisby, Assistant Budget Director, Claire Jubb, Assistant County Administrator, David Lane, and Sheriff William Prummell.

**Welcome:** Emily Lewis, Deputy County Administrator opened the meeting at 3p.m. Ms. Lewis welcomed all in attendance and wished everyone a Happy New Year. She commented that we are in the last stretch of hearing the final projects after which the process of ranking the projects begins. Ms. Lewis reminded the Focus Group about the Sunshine Law and to be mindful of not discussing any of the projects outside of this public meeting. Also, the Grace Street Annex Project has been removed from the list of projects as it does not meet Sales Tax guidelines by not having capital costs associated with the project. If a project does not have a building component associated with the project, it does not qualify for sales tax funding.

**Approval of November 6, 2025 Minutes:**

**MOTION WAS MADE BY BOB WHITE, SECONDED BY STEVE VIEIRA TO APPROVE AS PRESENTED THE NOVEMBER 6, 2025 MINUTES. MOTION CARRIED 6:0 - unanimous.**

**Public Comment:** Ms. Lewis opened the floor for Public Comment on Agenda items only. No citizen was present to speak.

**Presentations: Sales Tax Projects:** Travis Perdue, Facilities Management Director was present today to give an overview of the infrastructure projects on today's Agenda.

**Project: Clerk Records Warehouse Replacement:** The current facility is near the end of its life and does not meet critical infrastructure requirements. Due to the nature of the facility containing sensitive and forever records, a climate-controlled environment must be maintained as this facility houses both paper and microfilm. Growth in the county and organization requires additional space for these needs.

Proposal: Design and construct a new 20,000 s/f Clerks Records Warehouse to meet critical infrastructure requirements on the Loveland property where the Sheriff's Department has a District office.

David Lane (from the Clerk's Office) was present to give an overview of what records are stored by the Clerk's Office. These records include court documents, human resources, guardian ad litem, risk management, utilities and microfilm. Member Butler asked what will happen to the existing building? Mr. Perdue said it would be sold and go into surplus. Member Vieira confirmed where exactly the building was located on Loveland. Mr. Perdue replied that it is adjacent to the Sheriff's District Complex where there is 80 acres to the east to be developed. For a design, we will model it after the Supervisor of Election's warehouse. Vieira asked if this building would max out the site? Mr. Perdue replied no and explained how the land was being developed for use for future additional buildings. Vieira asked about the size of the building. Mr. Perdue replied 20,000 s/f . The Sheriff's Complex uses 20 acres and there is 70 to 80 acres remaining. Member Pears asked what is the funding strategy aside from sales tax funding? Mr. Perdue replied either grants or capital projects funds would be used. Pears asked what is the reasonable time the current building could still be utilized? Mr. Perdue explained that for growth, there is maybe 5-10 years capacity, however the building itself does not meet the hardened requirements the county is striving for in their buildings. The county maintains and improves this property as needed, but it is an important part of the capital needs plan falling within the next 6-year window, which is why it is up for consideration today. Member Yerger confirmed that this building would not encroach on the Sheriff's property.

**Project: Fleet Management:** The current fleet facility is built to its maximum potential and is at its end of life, which recent hurricanes have accelerated. Growth in the county and the organization requires additional space to meet the operational needs of maintaining county vehicles and equipment.

Proposal: Build a 30,000 s/f facility on 8-10 acres for shop, offices, storage, and fuel yard.

Mr. Purdue gave an overview of the future needs of our fleet and what the current building lacks in space, storage, and hardened components as well as noting end of life of the building. This building is also proposed to be built on the Loveland property. It is important for our fleet to be activated (for response) as soon as possible after a major storm, so providing a critical infrastructure is imperative.

Member Yerger asked how this project affects public health and safety and what vehicles are housed? Mr. Purdue replied that public health and safety is indirect, and all county vehicles are maintained except Fire and EMS vehicles. Member Pears asked specifically what departments are served? Mr. Purdue explained that every department under the Board of County Commission (except for Fire and EMS); all heavy equipment and all department vehicles. It covers a broad range of vehicles. Pears also asked if this is consolidating other facilities or increasing storage capacity? Mr. Purdue replied that it is replacing the facility with a larger one. Ms. Lewis added that this is not a fueling station – they will maintain and order the fuel tanker – but there is no fueling yard. Member Vieira asked if we would

construct actual fuel storage tanks? Mr. Purdue said under this concept we are not creating a fuel yard for distribution but want to maintain the capacity to store fuel when we need to store fuel. Member Butler commented on the need in business for consolidation of services for efficiencies and fleet seems to be one of those areas; hopefully other areas are also being examined at the same time. Ms. Lewis explained that in our organization Fleet falls under Budget and Administrative Services. They continually look at utilization of vehicles, so we are not paying for vehicles not used regularly. We are consolidated in how fleet is managed – all of our parts are consolidated under a contract with NAPA. Emergency Vehicle Maintenance (EVM) is different and unique as it is not just vehicles they maintain, but also the equipment that our Public Safety Division uses.

**Project: Mid County Annex:** This project will respond to regional growth by supporting governmental services provided to the community. This project will follow the standards of county Annex space and provide public-facing services to expand and grow in the current Administration building.

Proposal: Provide the programming and infrastructure for a 60,000 s/f Annex building in Westport Villages, aligning with the established Annex masterplan. The Mid-County Murdock Annex is at capacity in space and parking. We have two other Annex's in South County (2020 sales tax) and West County (2014 sales tax). This will move the Constitutional Officers such as Clerk of Court, Property Appraiser, DMV, Supervisor of Elections and other departments. This project will support the decompression of the Murdock Administration building in which we are currently located. The location will be on property the county was given and comes with infrastructure and site work already developed.

Member Yerger asked if the new building would be multi-storied and would the departments like the DVM be satellites or moved to the new space? Mr. Purdue replied affirmatively to both questions. Member Axelson said it sounded more like a sister building to this one, not an annex due to its proximity. Mr. Purdue agreed they would be close, but not be disruptive, and would cover the mid county region. The Annex would institute a more formal annex space and create industry standards for an annex. The county needs flexible working space as county needs change or expand. Member Pears confirmed that we are looking at just design and construction cost – no land acquisition. Mr. Purdue replied affirmatively and noted lower construction costs because of the lack of site development and stormwater development. Pears also questioned the cost of building per square foot, but Mr. Purdue affirmed that is what the county has been paying on recent building. Member Bayne asked for clarification on the land. Ms. Lewis explained that the 15 acres of land was given to the Board of County Commissioners under an agreement negotiated with Kolter. Several other buildings are also scheduled to be developed in that area. Ms. Lewis said the idea is for all the public government accessible services be in one location with adequate parking for the public.

**Project: Sheriff Office Jail Admin. Renovation (with Kitchen & Annex.):** The main kitchen, laundry, and associated plumbing equipment have reached capacity. This project will address the facility's growth and maintenance needs regarding the kitchen and laundry areas.

Proposal: The project will renovate and expand the jail's kitchen and laundry spaces to gain efficiencies for the program. This area has not been updated since it was first built.

Sheriff William Prummell was present today and gave background information regarding the Jail. The Jail was built in 2000 for 528 beds. The Jail has gone through two additional renovations; however,

the kitchen and laundry were not touched. We currently supply 1074 beds and are having a difficult time meeting the needs of the population. We do have the space within the facility for the expansion, so it is not a new build.

Member Yerger asked about special needs within the facility. Sheriff replied that they service those with mental health, handicapped, drug addiction and other physical ailments. Member Pears asked if the laundry and kitchen were designed just to support the prisoners and not the staff? Yes, replied to Sheriff Prummell. Pears asked if the generator was used for the entire building or just the kitchen area? Sheriff Prummell indicated the kitchen area only. Pears asked for an explanation about the maintenance building. Sheriff Prummell explained that the maintenance staff is provided by the county, but their work is housed in the Jail, using valuable prison real estate that would be returned to the Jail under this renovation. Mr. Purdue further explained that the county staff would be moved to the older underused maintenance building, releasing secure space back to the Jail proper. Pears asked what is the maintenance building used for now? Sheriff Prummell said storage and overflow. Member McLaughlin asked if the kitchen was originally built to grow with the facility or just to serve the original 528 beds? Sheriff Prummell said the kitchen was never expanded even though the facility went through 2 renovations and added more beds. Ms. Lewis added that the Jail was a 1998 Sales Tax project, so a lot of things were valued engineered at that time. Member Bayne asked if this was a state mandate that the kitchen grow with the population or is this internal? Sheriff Prummell replied it was not a mandate per se but was needed – we do provide three meals a day. Member Butler commented that it must be difficult for employees to do their jobs under negative conditions caused by the increased population. Member Pears commented on the importance of the generator. Sheriff Prummell confirmed how important the generator was and how when it went down during Hurricane Ian the whole facility was pitch black. Along with losing water, the Jail is working on identifying issues from Ian that were shortcomings in the Jail.

**Project: Sheriff Office Warehouse Loveland:** The Sheriff's Office has acquired numerous assets for use during manmade or natural disasters. CCSO also has equipment used throughout the year, which needs to be stored for protection. This project will preserve the CCSO's assets from the elements and make them ready for use at a moment's notice.

Proposal: Provide a master site plan for the Loveland property to establish potential buildout to meet current and future infrastructure needs that will provide the information needed for permitting the warehouse project. Construct a 10,000 s/f warehouse facility.

Sheriff Prummell reported that they do not have a hardened facility to store their vehicles and equipment. During Ian the department lost much of their equipment that has since been expensively replaced. Without a hardened facility there is no way to protect them and other new equipment that was purchased to assist during storms here in Charlotte County and for other neighboring counties. Member Yerger asked if there was a climate-controlled meeting space? Mr. Purdue responded that some equipment needs to be kept in a climate control environment. Sheriff Prummell added that they also needed space to provide the ability for staff to bunk down during a storm should they be called in. Member Vieira asked if the site master plan for storm water benefits the other buildings we spoke about today? Absolutely, and will be required at some future time said Mr. Purdue. This project is next in our Capital Needs priority list so that is why we covered it here. We do have a grant application in for CDBG-DR to do the site planning and the actual construction and development of a master storm

water system. If that grant comes through it would be treated like other grants, but we are searching for other opportunities like this one in the meantime.

**Focus Group Member Project Scoring:** Ms. Lewis requested the Focus Group to complete today's scoring sheets and turn them into the staff from Fiscal. The next meeting is next week and will concern infrastructure and is the last meeting for the Focus Group to review proposed sales tax projects before ranking of projects begin.

**Meeting Adjournment:** Meeting concluded by consensus at 3:52 p.m. Next meeting is scheduled for Thursday, January 15, 2026 at 3:00 p.m.

Respectfully submitted,



Emily Lewis,  
Charlotte County Deputy Administrator

Date Adopted: 1/15/26

Minutes recorded by Andrea Yerger,  
2026 Sales Tax Focus Group Administrative Assistant