

Minutes

Tourist Development Tax Application Review Committee (ARC) Meeting March 16, 2018, 1:00 p.m., Orange County Commission Chambers

Call to Order

Lex Veech, Chairman called the meeting to order at 1:05 p.m.

Present: 7 – Chairman Lex Veech, Vice-chairman Louis Robbins, Brian Comes, Martha Haynie, Terry Prather, Joshua Vickery, and Beverly Winesburgh.

Absent: 4 - Derek Baum, Ross Burke, Jon McGavin, and Lizette Valarino

Others Present:

Orange County Assistant County Attorney Kate Latorre

Orange County Fiscal and Business Services Division Manager Fred Winterkamp

Orange County Fiscal and Business Services Division Assistant Manager Stephanie Taub

Orange County Office of Management and Budget Administrative Assistant Vanan Hampton

Pledge of Allegiance

Public Comment

No one addressed the Committee for public comment.

Approve minutes from 2-16-18 ARC meeting

A motion was made by Marth Haynie, seconded by Beverly Winesburgh to approve the minutes from the February 16, 2018 ARC meeting. The motion carried with seven members voting “Aye”.

Non-Agenda Discussion Item

Discussion on application review timeline.

Fred Winterkamp provided a brief synopsis of timeline.

Discussion followed.

No action taken.

Non-Agenda Discussion Item

Discussion on Legislation.

The following person addressed the committee:

Kevin Craig, Central Florida Hotel and Lodging Association (CFHLA)

Discussion followed

No action taken.

Discuss United Arts evaluation scoring materials

Chairman Lex Veech requested Beverly Winesburgh to brief the committee on the United Arts evaluation scoring materials. Ms. Winesburgh proposed the following items to serve as TDT ARC main purpose to create a grant that can be submitted to the County Attorney for approval before being submitted to the TDT Council for approval and finally Board of County Commissioners approval:

1. Create internal and external process
 - a. Budget Categories
 - b. Match
 - c. Administration
2. Administration grantee communications and meetings
3. Grant review process
4. Grantee presentations
5. Scoring
6. Grant administration

Discussion followed.

The following person addressed the committee:

Terry Olson, Orange County Arts and Cultural Affairs

TDT ARC directed staff to draft TDT Application Review Guidelines using the 2018 Cultural Facilities Funding Guidelines as a template.

A motion was made by Joshua Vickery, seconded by Terry Prather to amend the grant application to define local counties as a four county area, that would be Orange, Osceola, Seminole, and Lake County.

Fred Winterkamp announced a point of order. Mr. Vickery's motion is not part of today's agenda. Committee members may agree with the motion. Discussion of change to local counties area will be placed on next meeting agenda for consideration for committee members to vote.

Discussion followed.

Brian Comes suggested to include Volusia, Brevard, and Polk counties to the discussion for next meeting.

Mr. Vickery withdrew his motion.

Chairman Veech turned the gavel over to Vice-chairman Robbins to complete the agenda.

Vice-chairman Louis Robbins announced the remaining agenda items had been discussed during the United Arts evaluation scoring materials discussion and no further discussion was needed for the following agenda items:

Discuss TDT Grant Application Process

- a. Notice of a Grant Window
- b. Review Process, Evaluation Method, Ranking process
- c. Notification to TDC


TDT ARC process Administrative Regulation

Vice-chairman Robbins asked if there be any further discussions. Beverly Winesburgh requested that agenda item #5: Discuss TDT Grant Application Process – a.) Notice of a Grant Window; b). Review Process, Evaluation Method, Ranking process; and c.) Notification to TDC be placed on next meeting agenda.

Consider topics, date, and time for the next ARC meeting (April 23, 2018, 10:00 a.m.)

Adjournment: 2:31 p.m.

ATTEST:



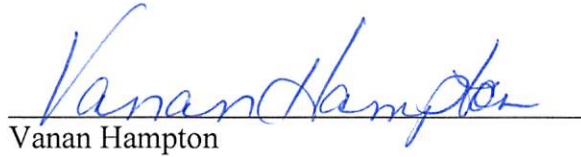
Chairman Lex Veech

Date: 4/23/2018

ATTEST SIGNATURE:



Fred Winterkamp



Vanana Hampton

A verbatim record of this meeting is available at www.ocfl.net by selecting *Businesses* tab, then select Open Government, then select *Video Archive Menu*, then *Tourist Development Tax Application & Review Committee* or click on this link: [TDT ARC Meeting March 16, 2018](#).

Section 286.0105, Florida Statutes, states that if a person decides to appeal any decision made by a board, agency, or commission with respect to any matter considered at a meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

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