



NORTHEAST FLORIDA REGIONAL COUNCIL

Personnel, Budget, and Finance Policy Committee

January 4, 2007

MINUTES

A meeting of the NEFRC Personnel, Budget, and Finance Policy Committee was held on Thursday, **January 4, 2007**, at 9:30 a.m., at the Northeast Florida Regional Council, 6850 Belfort Oaks Place, Jacksonville, Florida, 32216. **Vice Chair Fleckenstein** called the meeting to order with the following members present representing a quorum:

Rea Fleckenstein

Hugh Fish

Excused: Tom Branan

Staff: Brian Teeple, Mario Taylor, Donna Starling and Angi Giles

Others: Maryann Magers, CPA

*Approval of Minutes

Mr. Fish moved approval of the minutes of the December 7, 2006, meeting; seconded by Ms. Fleckenstein; motion unanimously carried.

New Business

*November 2006, Financial Report

Ms. Starling reported that the Council posted a Net Income of \$12,232 for the month of November and a Year to Date Net Income of \$27,351. The Business Development Corporation (BDC) posted a Net Income of \$39,538* for the month of November and a Year to Date Net Income of \$43,538. The Agency-wide totals were a Net Income of \$51,770 for the month and a Net Income of \$70,889 (includes BDC Net Income) Year to Date. The BDC payable to the Council is \$149,334 through November 2006 (*the BDC payable to RPC is decreased by this amount). **Mr. Fish moved approval of the November 2006 Financial Report; seconded by Ms. Fleckenstein; motion unanimously carried.**

Annual Audit Update

Ms. Starling introduced Maryann Magers, CPA. The Council's auditors have prepared the audit, and the Council received the highest and best rating available. Mr. Teeple expressed appreciation to Donna Starling for her efforts on behalf of the Council. The audit is available for review in the record.

Draft Resolution 2007-05 – New Revenue Note

Mr. Teeple stated that the Council has a loan commitment letter from Mercantile Bank to refinance the building. Staff is working with Bond Counsel at this time. Part of the refinance is passing a resolution authorizing the issuance of a Revenue Note, Acceptance of the Loan Proposal, and Approval of the Loan Agreement and Note. Bond Counsel has been consulted, and the Committee and Council will have their legal opinion of Council's authority and ability to undertake the refinance of this debt. Mr. Irv Weinstein, Bond Counsel, is determining whether the City of Jacksonville has to pass a special resolution for the Council to refinance the debt, due to the Council's tax-exempt status on the property rolls and leasing to 501c3 tenants. Bond Counsel should be present in February 2007. Staff is awaiting

response from Bond Counsel. A report finalizing the building refinancing will be presented to the Committee following Bond Counsel response. The final steps will be to sign a revenue note. Mr. Teeple also stated that the architect has confirmed that a pitched structural steel roof can be placed upon the building.

Old Business

Vice Chair Fleckenstein inquired about the progress of the BDC reorganization. Mr. Taylor informed the Committee that it is progressing well. Council Staff is in the process of restructuring the Board of Directors for BDC according to SBA regulations. BDC should be completely restructured by February 2007.

Mr. Fish inquired as to the re-roofing of the Council building. Mr. Taylor stated that we have the required 3 quotes, and are awaiting consultation of an architect.

Next Meeting Date and Location

The next meeting is scheduled for **Thursday, February 1, 2007**, at 9:00 a.m., at the **Northeast Florida Regional Council, 6850 Belfort Oaks Place, Jacksonville, FL 32216**.

Adjournment

There being no further business to discuss, the meeting was adjourned at 9:50 a.m.