

Minutes of the
NEFRC Personnel, Budget, and Finance Policy Committee Meeting
March 3, 2005

A meeting of the NEFRC Personnel, Budget, and Finance Policy Committee was held on Thursday, March 3, 2005, at 9:00 a.m. at the Northeast Florida Regional Council.

Chairman Lassiter called the meeting to order with the following members present.

Rea Fleckenstein
Bob Sgroi
Clare Berry

Linda Myers
Glenn Lassiter

Hugh Fish
Jerry Holland

Absent: Ginger Barber

Staff: Brian Teeple, Barbara Rovedo, Donna Starling, Lee Brown, and
Peggy Conrad

*Approval of Minutes

Councilman Holland moved approval of the minutes of the February 10, 2005, meeting; seconded by Mr. Fish; motion unanimously carried.

New Business

*January 2005, Financial Report

Ms. Starling reported that the Council posted a Net Loss of \$5,724 for the month of January and a Year to Date Net Income of \$33,159. The Business Development Corporation posted a Net Income of \$20,167* for the month of January and a Year to Date Net Income of \$21,994. The Agencywide totals were a Net Income of \$14,443 for the month and a Net Income of \$55,153 (*includes BDC Net Income) Year to Date. The BDC payable to the Council is \$351,016 through January 2005. Ms. Starling reported that the reason for the Council loss in January was due to having three pay periods in that month. **Commissioner Myers moved approval of the January Financial Report; seconded by Mr. Fish; motion unanimously carried.**

Old Business

Budget Variance

Ms. Starling called attention to the Budget Variance information stating that this was brought before the Committee to see if a budget amendment was necessary. The major differences are in the Planning Unit and the Healthy Start program. Mr. Teeple stated that the Council is required to establish the budget prior to July 1st. The only problem is between passing the budget in July, and starting the budget in October, there can be major contracts come in to the Council changing the overall revenue. It is easier to predict expenses than to predict revenue so there may be merit to amending the budget. **Commissioner Myers moved approval of a Budget Amendment; seconded by Councilman Holland; motion unanimously carried.**

New Project Information

Mr. Teeple stated he wished to update the Committee on some of the new projects providing revenue for Council.

Nassau County – Mr. Teeple stated that the Nassau County Board of County Commissioners had voted to change the Nassau Areawide DRI to a sector plan. The money remaining in the account will be used to provide technical assistance.

City of Crescent City – The Council will assist with planning activities in light of increased development and also provide public records assistance.

Baker County – The Council has been spending a large amount of time during the past year providing planning for Baker County.

City of Palatka – The Council has been providing assistance with a business plan for the Pride of Palatka Riverboat project. They have also been assisting the City with their business incubator.

Department of Children & Families – The Council has a small contract with DCF to update their data collection process for their neighborhood preservation project.

Putnam County – The Council is assisting Putnam County with their Evaluation & Assessment Report (EAR) based amendments.

St. Johns County – The Council is assisting with the development of a new zoning code for the Vilano Beach revitalization area. This will also include a sub-contract for an economic study.

Flagler County – **Mr. Sgroi** thanked Mr. Teeple, Ms. Rovedo, and Ms. Starling for purchasing assistance given to the new sheriff in Flagler County.

A discussion followed regarding growth management and concurrency and the building of schools as part of DRIs. Legislation regarding counties with military installations and their boundaries was also discussed.

Next Meeting Date and Location

The next meeting is scheduled for Thursday, April 7, 2005, 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.