

# NEFRC

## BOARD OF DIRECTORS Meeting



**Northeast Florida Regional Council**  
Hybrid Meeting



📍 40 East Adams St., Ste 320, Jacksonville, FL 32202  
📞 Phone: (904)-279-0880  
🌐 www.nefrc.org  
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## **MEMORANDUM**

**DATE:** FEBRUARY 25, 2026

**TO:** NORTHEAST FLORIDA REGIONAL COUNCIL BOARD OF DIRECTORS

**FROM:** ELIZABETH PAYNE, CHIEF EXECUTIVE OFFICER 

**RE:** MARCH 5, 2026 PRELIMINARY MEETING AGENDA

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The next Board of Directors meeting will be held on **March 5, 2026 at 10:00 a.m.** This will be a hybrid meeting, virtual and in-person, at the Northeast Florida Regional Council, **Jessie Ball DuPont Center, 40 East Adams Street**, Jacksonville, FL 32202.

**Zoom Link:** <https://nefrc-org.zoom.us/j/87499770491>  
**Meeting ID:** 874 9977 0491



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## **Northeast Florida Regional Council**

### **BOARD of DIRECTORS**

#### ***PRELIMINARY*** **A G E N D A**

**Zoom Link:** <https://nefrc-org.zoom.us/j/87499770491>

**Meeting ID:** 874 9977 0491

**THURSDAY, MARCH 5, 2026**  
**10:00 a.m.**

**(ADDED OR MODIFIED ITEMS IN BOLD)**  
**(\*Denotes Action Required)**

1. Call to Order
2. Roll Call – 1<sup>st</sup> Vice President Dance
3. Pledge of Allegiance and Invocation – 1<sup>st</sup> Vice President Dance
4. Introduction of New Board Member – 1<sup>st</sup> Vice President Dance
  - Councilman Brandon Ludwig, City of Keystone Heights
- \* 5. Consent Agenda – 1<sup>st</sup> Vice President Dance
  - A. February 6, 2026 Draft Meeting Minutes .....Pg 6
  - B. January 2026 Financial Report .....Pg 13
  - C. NEFRC Reserves Transfer .....Pg 19
  - D. TD Continuance of Service with Community Transportation Coordinators Resolutions ....Pg 23
    - Resolution 2026-03 Clay County and the Jacksonville Transportation Authority
    - Resolution 2026-04 Duval County and the Jacksonville Transportation Authority



E. Comprehensive Plan Amendment Review Report ..... Pg 29

- City of Jacksonville Transmitted Amendment 26-1ESR

6. City Other Reports/Action Items

- \* A. Revised Financial Policies – Ms. Payne ..... Pg 41
- \* B. Revised Signatory Authorization Resolution 2026-05 – Ms. Payne ..... Pg 49
- \* C. RFPs TD Community Transportation Coordinator Recommendations – Ms. Payne ..... Pg 53
  - Resolution 2026-06: Baker County
  - Resolution 2026-07: Putnam County
  - Resolution 2026-08: St. Johns County
- \* D. RFQ: PVC Adult Stretcher, Surge Overflow Bed Packages – Ms. Wilsey..... Pg 58
- \* E. RFP: Strategic Communication Plan – Ms. Payne ..... Pg 65
- \* F. James Bennett Scholarship Contribution – Ms. Payne ..... Pg 67
- G. Presentation: Drought/Fire Risk – Angela Enyedi, Warning Coordination Meteorologist, National Weather Service ..... Pg 69
- H. Community Resiliency Update – Ms. Ilami ..... Pg 71

7. Public Comment – **LIMITED TO 3 MINUTES PER SPEAKER**

8. Local & Regional Issues Discussion – 1<sup>st</sup> Vice President Dance

9. Ex-Officio Members’ Reports – 1<sup>st</sup> Vice President Dance

- Department of Transportation – Paige DeBold
- Florida Department of Environmental Protection – Ms. Donaldson
- St. Johns River Water Management District – Mr. Conkey

10. Chief Executive Officer’s Report – Ms. Payne

- New Employees Introduction:
  - Jennifer Bryla, Community Development Manager
  - Annette Bardge, Transportation Disadvantaged Coordinator

11. Upcoming Events:

- April 2, 2026 – NEFRC Executive Committee Meeting
- April 13th, 2026 – Fernandina Beach 2050 Neighborhood Vision Plan Community Workshop #1, Nassau
- April 22, 2026 – Resilient First Coast Steering Committee Meeting, Duval
- April 27th, 2026 – Fernandina Beach 2050 Neighborhood Vision Plan Community Workshop #2, Nassau
- May 11th, 2026 – Fernandina Beach 2050 Neighborhood Vision Plan Community Workshop #3, Nassau

12. Next Meeting: **Executive Committee** **April 2, 2026**

13. Next **Board & PBF Committee** Meetings: **May 7, 2026**

14. Adjournment

# Agenda Item

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**NORTHEAST FLORIDA REGIONAL COUNCIL**  
**Board of Directors Meeting**  
**February 5, 2026**

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**MINUTES**

The Northeast Florida Regional Council Board of Directors held a meeting at 100 Festival Park Avenue, Jacksonville, FL on Thursday, February 5, 2026; **1<sup>st</sup> Vice President Dance** called the meeting to order at 10:00 a.m.

Roll call was conducted with the following members present, representing a quorum:

BAKER: Commissioner Anderson  
Mr. Griffis

CLAY: Commissioner Condon  
Commissioner Renninger  
Councilman Ludwig (Virtual)

DUVAL: Councilmember Amaro  
Mayor Lynch (Virtual)  
Ms. Brown

FLAGLER: Commissioner Dance  
Councilmember Gambaro (Virtual)

NASSAU: Commissioner Huppmann  
Commissioner Martin  
Commissioner Minshew

PUTNAM: Commissioner Harvey (Virtual)

ST. JOHNS: Commissioner Morgan

EX-OFFICIO: Ms. Donaldson, Florida Department of Environmental Protection  
Ms. DeBold, Florida Department of Transportation (Virtual)  
Mr. Conkey, St. Johns River Water Management District (Virtual)

Excused: Commissioner Taylor, Commissioner Wilkinson, Commissioner Whitehurst  
and Mr.

Absent: Councilmember Gay and Mr. Bourre

Guests: Jacksonville City Council Member Chris Miller (Rep. Rutherford's Aide), John Nooney, Hilary Cyr – Auditor's Ofc. (V), Joel Addintong (V), Kate (V) and other members of the public

Staff: Fara Ilami, Tyler Nolen, Elizabeth Payne, Donna Starling, Leigh Wilsey, and other staff

WELCOME NEW MEMBERS

**1<sup>st</sup> Vice President Dance** welcomed new Board Member: Councilman Brandon Ludwig, City of Keystone Heights.

INVITATION TO SPEAK

**1<sup>st</sup> Vice President Dance** stated that members of the public are welcome to speak on any item before the Board and will be recognized during public comment.

Mr. Nooney, 8356 Bascom Rd., Jacksonville, FL 32216, addressed the Board regarding several City of Jacksonville City Council Resolutions including, 2023-0819, 2009-442, 2025-0019, 2025-0867. He stated that one year ago the City of Jacksonville's Waterways Commission along with the Parks Division identified three potential acquisition properties that would benefit all the citizens of the City. He also shared his condolences for Commissioner Bennett. He provided a handout and requested that it be made part of the permanent record.

Board Officer Nominations

The Personnel, Budget & Finance Committee nominated and passed a vote for Commissioner Anderson to be the new President representing Baker County for the full Board's consideration.

On behalf of the PB&F Committee, **Commissioner Martin motioned to approve Commissioner Anderson as President of the Board; seconded by Mayor Lynch. Motioned carried unanimously.**

The Personnel, Budget & Finance Committee nominated and passed a vote for Commissioner Condon to be the new Secretary/Treasurer for the full Board's consideration.

On behalf of the PB&F Committee, **Martin motioned to approve Commissioner Condon as Secretary/Treasurer of the Board; seconded by Commissioner Huppman. Motion carried unanimously.**

*President Anderson assumed the role of President from this point forward.*

\*CONSENT AGENDA

**President Anderson asked if anyone wanted to pull any item on the consent agenda. Hearing none, he called for a motion on the consent agenda. Commissioner Condon motioned to approve the Consent Agenda; seconded by Commissioner Renninger. Motion carried.**

OTHER REPORTS/ACTION ITEMS

\*FY 24-25 Audit

Mr. Zach Chalifour, auditor with James Moore & Company, provided an overview of the Council's FY 2024/2025 Audit, and thanked Ms. Starling for her assistance throughout the audit process. He highlighted the audit process which included required communications and any significant difficulties performing the audit or disagreements with management – of which there were none; three audit reports: a report on financial statements and a single audit report on compliance for major federal programs, both received an unmodified opinion – the best opinion that can be issued,

and a report on internal control and compliance that received a clean report with no material weaknesses revealed. He stated that the Council is in good shape. Discussion followed.

**President Anderson called for a motion. Commissioner Martin motioned to approve the FY 24-25 Audit; seconded by Commissioner Condon. Motion carried.**

\*NEFRC Fiscal Year 24-25 Closeout

Ms. Starling stated that with the audit concluded, staff is presenting the reconciliation of budgeted and actual revenues and expenditures. She stated that the Council's final revenues were approximately \$3,187,000, reflecting a \$10,000 decrease. She stated there was a decrease in the expenses of approximately \$96,000.

**President Anderson called for a motion. Commissioner Martin moved approval of the FY 24/25 closeout; seconded by Commissioner Huppman. Motion carried.**

Revised Financial Policies

Ms. Payne stated that, in light of the nomination of a new Treasurer, the PB&F Committee discussed the revision of financial policies and recommended to keep the signatory processes the same. This would mean that the treasurer would still have a plated signature for all of the Regional Council checks that are issued regardless of size or value; and the CEO being the second signature. She stated that based on discussion at the Committee, staff will revise the financial policies and bring them to the Board next month for approval. Ms. Payne stated that staff will also bring a signatory resolution for the CEO to sign checks and providing delegating authority to the Deputy CEO. Discussion followed.

\*Healthcare Coalition Expenditure Request

Ms. Wilsey provided background information on the Healthcare Coalition program, which serves 18 counties in north Florida and has allocated funding to complete regional projects that address mitigation strategies identified in the regional healthcare vulnerability assessment. A Specialty Resource and Gaps Working Group, comprised of subject matter experts identified four projects that address gaps and increase capabilities in regional medical surge and evacuation operations. Three projects will complete previous initiatives, and one new project in 2026 that focuses on hospital evacuations and will purchase medical evacuation sleds designed for hospital patients.

Ms. Wilsey provided information on the two vendors identified as sole distributors in the State of Florida for the equipment to be purchased: Advanced Egress Solutions, and Ethos Evacuations Strategies. Staff requests authorization to purchase equipment from these vendors for the Long-Term Care and Hospital Evacuation Equipment projects. Discussion followed.

**President Anderson called for a motion. Commissioner Martin motioned to approve the equipment purchase from Ethos Evacuation Solutions and Advanced Egress Solutions for the Long-Term Care and Hospital Evacuation Equipment projects; seconded by Councilmember Dance. Motion carried.**

*Commissioners Condon and Renninger left the meeting*

\*Duval County Community Transportation Coordinator (CTC) Continuation Recommendation

Ms. Payne stated that Duval County's CTC contract expires on June 30, 2026. The Jacksonville Transit Authority (JTA) has been the service provider since 2019. Both the County and JTA would like to continue the service partnership. If approved, this would go through 2031.

**President Anderson called for a motion. Councilmember Amaro motioned to approve JTA's continuation as the CTC for Duval County and authorize staff to forward the recommendation to the Commission for the Transportation Disadvantaged; seconded by Mayor Lynch. Motion carried.**

\*Strategic Regional Policy Plan Update

Ms. Payne provided an update on the progress of the Strategic Regional Policy Plan review and request for comments. Upon approval, at the November 2025 meeting, staff submitted the proposed plan and maps to the Executive Office of the Governor, state and regional agencies, and local governments in the Region for their review and comments. The Executive Office of the Governor collects comments from reviewing agencies and has 60 days to provide NEFRC with a Findings and Recommendations Report. The 60-day period has passed, and a report has not been received. Therefore, staff requests approval of the draft SRPP and authorizes staff to proceed with Rulemaking.

**President Anderson called for a motion. Commissioner Dance motioned to adopt the 2025 Northeast Florida Strategic Regional Policy Plan and authorize staff to proceed with Rulemaking; seconded by Mayor Lynch. Motion carried.**

Strategic Planning SWOT Report

Ms. Payne presented the results of the two Strategic Planning Sessions; one with staff on October 2, 2025 and the other with the Board of Directors on November 7, 2025. A brief overview of the results was provided, which touched on the themes and shared values, and a summary of the Strengths Weaknesses Opportunities and Threats that were identified. She reminded the Members that, as a result of this exercise, an RFP was submitted for a Strategic Communication Plan; proposals are due on February 20<sup>th</sup> and will come before the Board in March for approval. She stated that the creation of a strategic communications plan will set the foundation for implementing many of the opportunities identified by the Board. A brief discussion followed.

Community Resiliency Update

Ms. Ilami shared information on a newly awarded \$400,000 grant from the National Fish and Wildlife Foundation to assess infrastructure vulnerability and aquatic connectivity benefiting resilience of Florida's First Coast; key local partners include Jacksonville University and the University of North Florida. She also provided an overview of the Council's resiliency projects, highlighting the Military Installation Readiness Review (MIRR), Regional Resilience Entity, Local Vulnerability Assessments, and partnerships on resilience work with Sea Grant Florida and Flagler County. The Council has partnered with, and will be assisting, the East Central Florida Regional Council on a new MIRR for the Pine Castle Range Complex and for Bug Spring; this would only impact Putnam County as they are the only ones in our region who has land in the within the Pine Castle complex. Discussion followed.

Public Comment – None.

LOCAL AND REGIONAL ISSUES DISCUSSION

Baker County – **Mr. Griffis (City of Mcclenny)** stated that the County hosted the Regional Leadership Academy recently and they enjoyed hosting the group.

Duval County: **Mayor Lynch (Town of Baldwin)** thanked Commissioner Dance for stepping up and Commissioner Anderson for keeping the Presidency in Baker County. He also thanked Council Members Amaro and Miller for supporting the Regional Council during the City Council meeting. **Councilman Amaro (County)** commented on their experience with DOGE.

**Council Member Miller** (as Congressman Rutherford’s Aide) reminded everyone that if they need additional support on federal funding grant applications, please visit their congressional offices for reviewing assistance. Then the congressional representative can include a letter of endorsement of support, signed by the Congressman, on top of the packet to give it that little extra support that you would not otherwise have.

Flagler County: **Commissioner Dance** expressed his thanks a gratitude to be able to fill in with the passing of Commissioner Bennett until a new president was selected.

City of Palm Coast – **Councilman Gambaro (City of Palm Coast)** stated that the City of Palm Coast has applied for a 2026 Built Grant with the US Dept of Transportation in support of Old Kings Road Corridor Improvement project. He thanked Ms. Payne for her letter of support.

Nassau County: **Commissioner Martin** (County) reminded Members to stay on their state legislators on the property tax reform initiatives. **Commissioner Huppman** (County) stated that he attended legislative days in Tallahassee and met with the Senate President who encouraged everyone remain calm on the issue of property taxes. He added that the County will be addressing the State Chief Financial Officers findings shortly. **Commissioner Minshew (City of Fernandina Beach)** stated she also was in Tallahassee and met with representatives from DEP and the Budget Director on the Finance side of the House; both talked about the significant reduction in the ability to get appropriations and grants. She encourages Members to be smart about what they ask for. She shared information about the City of Fernandina’s implementation of paid parking.

St. Johns County – **Commissioner Morgan (St. Augustine Beach)** shared the City’s experience with the DOGE process, which was primarily positive.

EX-OFFICIO MEMBERS’ REPORT

Florida Department of Transportation – **Paige DeBold** stated she had no report.

Department of Environmental Protection – **Ms. Donaldson** stated she they are awaiting the completion of the Session to determine how they fall with their budgetary requests. She noted that with no hurricanes the season, there have been an increase in fires due unusual dry conditions and lithium-ion batteries disposal. She stated that she is excited to be a part of the Regional Leadership Academy as well.

CHIEF EXECUTIVE OFFICER'S REPORT

Ms. Payne shared information from the FRCA Policy Board meeting recently held in Tallahassee. She also providing updated information on the Councils standing committee members. The Regional Council will turn 49 years on February 14<sup>th</sup>. The Councils Community Visioning program provides free visioning services for small municipalities, and the City of Bunnell was the first municipality that was served. This report is almost completed and we are looking forward to finding the next community

Next Meeting Date: March 5, 2026

Meeting Adjourned: 11:30 a.m.

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Andy Dance  
1<sup>st</sup> Vice President

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Elizabeth Payne  
Chief Executive Officer

DRAFT

# Agenda Item

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## MEMORANDUM

**DATE:** FEBRUARY 25, 2026

**TO:** NORTHEAST FLORIDA REGIONAL COUNCIL BOARD OF DIRECTORS

**VIA:** NEFRC PERSONNEL, BUDGET & FINANCE COMMITTEE

**THRU:** ELIZABETH PAYNE, CHIEF EXECUTIVE OFFICER 

**FROM:** <sup>DS</sup> DONNA STARLING, CHIEF FINANCIAL OFFICER

**RE:** JANUARY 2026 FINANCIAL REPORT

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The Northeast Florida Regional Council posted a Net Income of \$17,374 for the month of January and a Year-to-Date Net Income of \$46,311.

Regional Council - Agencywide	Adopted Budget 25/26	January 2026	YTD	Represents 33% of Fiscal Year	Budget Variance
<b>Revenues</b>					
County Dues	\$ 694,757	57,896	231,586	33%	0%
Local Government Technical Assistance	\$ 302,632	28,824	99,457	33%	0%
Transportation Disadvantaged (TD)	\$ 212,000	17,360	68,929	33%	0%
Hazardous Analysis	\$ 8,500	249	2,628	31%	-2%
Local Emergency Preparedness Committee (LEPC)	\$ 90,000	4,028	26,754	30%	-3%
Hazardous Materials Emergency Preparedness (HMEP) Program	\$ 80,000	1,751	13,676	17%	-16%
Small Quantity Generator (SQG) Program	\$ 5,000	-	-	0%	-33%
Florida Department of Health	\$ 17,000	-	-	0%	-33%
Healthcare Coalition	\$ 748,712	67,525	186,149	25%	-8%
CDBG North Florida Resiliency Plan	\$ 18,265	-	18,533	101%	68%
CDBG Mitigation Assessment and Planning	\$ 43,075	6,049	12,606	29%	-4%
Military Installation Resilience Review (MIRR)	\$ 719,099	34,304	60,507	8%	-25%
Pincastle MIRR-East Central Florida RPC	\$ -	3,002	5,663	0%	-33%
National Coastal Resilience Program	\$ 150,774	2,577	8,504	6%	-27%
Florida Department of Environmental Protection (FDEP)	\$ 100,000	14,556	54,662	55%	22%
Economic Development Administration (EDA)-CEDS	\$ 80,000	-	34,377	43%	10%
Economic Development Administration (EDA)-Visioning	\$ 160,000	17,630	41,510	26%	-7%
Community Foundation	\$ 25,000	-	-	0%	-33%
Black History Museum	\$ -	345	3,166	0%	-33%
Regional Leadership Academy (RLA)	\$ 5,950	1,321	1,321	22%	-11%
Other Revenue	\$ 15,650	4,072	13,937	89%	56%
<b>TOTAL REVENUES</b>	<b>\$ 3,476,414</b>	<b>\$ 261,489</b>	<b>\$ 883,964</b>	<b>25%</b>	
<b>TRANSFER FROM GENERAL FUND</b>	<b>\$ 74,701</b>	<b>\$ (17,374)</b>	<b>\$ (46,311)</b>		
<b>TOTAL REVENUE/GENERAL FUND</b>	<b>\$ 3,551,115</b>	<b>\$ 244,115</b>	<b>\$ 837,653</b>	<b>24%</b>	
<b>Expenses</b>					
Salaries and Fringe	\$ 1,783,783	149,160	595,980	33%	0%
Contract/Grant Direct Expenses	\$ 1,341,025	62,823	105,387	8%	-25%
Indirect - Allocated Expenses*	\$ 211,280	13,998	71,492	34%	1%
General Fund Expense*	\$ 215,027	18,134	64,794	30%	-3%
<b>TOTAL EXPENSES</b>	<b>\$ 3,551,115</b>	<b>\$ 244,115</b>	<b>\$ 837,653</b>	<b>24%</b>	
<b>Net Income (loss)</b>		<b>17,374</b>	<b>\$ 46,311</b>		

Northeast Florida Regional Council  
 Balance Sheet  
 January 2026

	<u>FY 24/25</u> <u>January 2025</u>	<u>FY 25/26</u> <u>January 2026</u>
<b>ASSETS</b>		
Cash	2,407,132	2,431,936
Accounts Receivable	497,661	638,061
Pension Deferred Outflows	498,205	410,690
Prepaid Insurance	-	17,403
<b>Total Current Assets</b>	<u>3,402,998</u>	<u>3,498,090</u>
<b>Property and Equipment:</b>		
Office Furniture and Equipment	<u>261,430</u>	<u>267,564</u>
Less Accumulated Depreciation	<u>164,353</u>	<u>193,699</u>
<b>Total Property and Equipment, net</b>	<u>97,078</u>	<u>73,866</u>
<b>Total Assets</b>	<u><u>3,500,075</u></u>	<u><u>3,571,955</u></u>
<b>LIABILITIES</b>		
Accounts Payable	33,983	36,867
Accrued Salaries and Leave	68,228	74,298
Deferred Revenue	241,165	197,149
Pension Liability	1,417,225	1,195,979
Pension Deferred Inflows	124,127	237,876
<b>Total Liabilities</b>	<u><u>1,884,728</u></u>	<u><u>1,742,169</u></u>
<b>EQUITY</b>		
<b>Equity and Other Credits:</b>		
Retained Earnings	<u>1,615,347</u>	<u>1,829,786</u>
<b>Total Equity and Other Credits</b>	<u><u>1,615,347</u></u>	<u><u>1,829,786</u></u>
<b>Total Liabilities, Equity and Other Credits</b>	<u><u>3,500,075</u></u>	<u><u>3,571,955</u></u>

## YTD Comparison

	24/25 Net Income (Loss)	25/26 Net Income (Loss)	24/25 Cash Balance	25/26 Cash Balance
AGENCYWIDE				
October	\$ 7,921	\$ 4,791	\$ 2,105,273	\$ 2,109,485
November	\$ (10,020)	\$ 19,028	\$ 2,091,118	\$ 2,189,020
December	\$ 10,233	\$ 28,937	\$ 2,012,370	\$ 2,229,715
January	\$ 19,381	\$ 46,311	\$ 2,407,132	\$ 2,431,936
February	\$ 21,762		\$ 2,277,517	
March	\$ 38,434		\$ 2,198,028	
April	\$ 69,564		\$ 2,278,340	
May	\$ 87,552		\$ 2,146,440	
June	\$ 110,620		\$ 1,850,194	
July	\$ 134,457		\$ 2,059,197	
August	\$ 139,321		\$ 2,315,611	
September	\$ 167,526		\$ 2,169,810	



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# MEMORANDUM

**DATE:** FEBRUARY 25, 2026  
**TO:** NORTHEAST FLORIDA REGIONAL COUNCIL BOARD OF DIRECTORS  
**VIA:** NEFRC PERSONNEL, BUDGET & FINANCE COMMITTEE  
**THRU:** ELIZABETH PAYNE, CHIEF EXECUTIVE OFFICER   
**FROM:** <sup>DS</sup> DONNA STARLING, CHIEF FINANCIAL OFFICER  
**RE:** JANUARY 2026 INVESTMENT REPORT

Bank Account Interest	<u>FY 24/25</u>	<u>FY 25/26</u>
January Interest	\$ 1,415	\$ 3,070
Year to Date Interest	\$ 5,592	\$ 12,705
Florida Local Government Investment Trust	<u>FY 24/25</u>	<u>FY 25/26</u>
Current Balance	\$ 19,567	\$20,623

# Agenda Item

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## MEMORANDUM

**DATE:** FEBRUARY 26, 2026

**TO:** NORTHEAST FLORIDA REGIONAL COUNCIL BOARD OF DIRECTORS

**VIA:** NEFRC PERSONNEL, BUDGET & FINANCE COMMITTEE

**THRU:** BETH PAYNE, CHIEF EXECUTIVE OFFICER 

**FROM:** <sup>DS</sup> DONNA STARLING, CHIEF FINANCIAL OFFICER

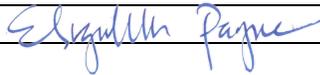
**RE:** RESERVE TRANSFER

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The audit was approved by the Board at its February 5, 2026 meeting. Per Reserve Policy #2-34 (attached), the Personnel, Budget and Finance Committee will review and approve funds to be transferred to reserves based on the Council's audited net income from the previous fiscal year. The audited net income for fiscal year 2024/2025 was \$197,539. The goal set forth in the policy is to transfer 15% to 20% to reserves. Below is the possible transfer amount based on the Council's goal.

15% - \$29,631  
16% - \$31,606  
17% - \$33,582  
18% - \$35,557  
19% - \$37,532  
20% - \$39,508

**NORTHEAST FLORIDA REGIONAL COUNCIL**  
**POLICY & PROCEDURE**

Subject/Program: Reserve Policy
Policy # FS 2-34
Effective Date: 11/4/2021
Supersedes Policy #
Previous Policy Effective Date:
Number of Pages: 2
Department: Operations
Approved By: Elizabeth Payne, CEO 
Approved Date: 11/4/2021

**POLICY:** Northeast Florida Regional Council Reserve Policy

**PURPOSE:** Reserves are meant to address unexpected costs that would adversely affect operating cash balances. Reserves will also be used to assist with the payment of the Florida Division of Retirement Pension Liability, should all or portions of said liability (excluding normal contributions based on payroll) become due at a future date.

**PROCEDURES:**

1. The Council's goal is to maintain a minimum of three months of operating expenditures in reserves, based on the Council's unrestricted (assigned plus unassigned) fund balance relative to annual operating expenditures.
2. The Council will strive to transfer 15% to 20% annually of the previous fiscal year's audited net income (defined as the change in fund balance in the general fund) to reserves. The amount to be transferred will be reviewed and approved by the Personnel, Budget, and Finance Committee.
3. If the Council incurs an audited net loss for a given fiscal year, no funds will be transferred to reserves for that year unless authorized by the Personnel, Budget, and Finance Committee.
4. Reserves shall be used to:
  - A. Pay for unexpected costs that would adversely affect operating cash balances.
  - B. Assist with the payment of the Florida Division of Retirement Pension Liability, should the liability become due at a future date.
5. If the use of reserves is necessary, prior approval by the Council Board of Directors will be required unless previously authorized by the Council Board of Directors as part of the approved annual budget.

6. If reserves are needed for emergency expenditures, the Council Board President can approve the use of reserves. Ratification of the approval for such expenditures shall be contemplated at the subsequent Council Board meeting.
7. If reserves fall below the minimum amount as set forth by this policy, management shall draft a plan to restore reserves to the minimum amount and present such plan at the subsequent Council Board meeting.

# Agenda

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# Item

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BRINGING COMMUNITIES TOGETHER

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## MEMORANDUM

**DATE:** FEBRUARY 25, 2026

**TO:** **NORTHEAST FLORIDA REGIONAL COUNCIL BOARD OF DIRECTORS**

**THRU:** ELIZABETH PAYNE, CHIEF EXECUTIVE OFFICER *EP*

**FROM:** ERIC ANDERSON, DEPUTY CHIEF EXECUTIVE OFFICER *Eric B. Anderson*

**RE:** **TRANSPORTATION DISADVANTAGED COMMUNITY TRANSPORTATION  
COORDINATOR FOR CLAY COUNTY AND DUVAL COUNTY**

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The Florida Coordinated System. The Transportation Disadvantaged (TD) Program was created in 1979 through the enactment of Chapter 427. The purpose of the TD Program is to provide transportation for persons who, because of physical or mental disability, income, status, or age, are unable to transport themselves or purchase transportation and are, therefore, dependent upon others to obtain access to health care, employment, education, shopping, social activities, or other life-sustaining activities, or children who are handicapped or high-risk at-risk, as defined in Chapter 411.202, Florida Statutes.

At a previous meeting, the NEFRC Board of Directors approved a recommendation to support the JTA as the Transportation Disadvantaged Community Transportation Coordinator in Clay County and Duval County, and to forward that recommendation to the Commission for the Transportation Disadvantaged.

After coordination with the CTD on the recommendation, the CTD has asked that the NEFRC Board of Directors provide a resolution for each county.

# Resolution

*Northeast Florida Regional Council*

**2026-03**

## **Recommending**

### **The Jacksonville Transportation Authority as the Community Transportation Coordinator for Clay County**

**WHEREAS**, the Northeast Florida Regional Council is the Designated Official Planning Agency for the Transportation Disadvantaged Program in Clay County, and as part of its statutory duty must recommend the Community Transportation Coordinator (CTC) for Clay County; and

**WHEREAS**, the Jacksonville Transportation Authority has been the CTC for Clay County since 2019; and

**WHEREAS**, the existing memorandum of agreement between the Florida Commission for the Transportation Disadvantaged and the Jacksonville Transportation Authority expires on June 30, 2026; and

**WHEREAS**, the Jacksonville Transportation Authority indicated their willingness to continue to provide this service in a letter dated October 22, 2025 requesting re-designation as the CTC for Clay County; and

**WHEREAS**, the Clay County Local Coordinating Board was informed of this recommendation and indicated its enthusiastic support of the Jacksonville Transportation Authority continuing to serve as the CTC; and

**WHEREAS**, the Jacksonville Transportation Authority is a governmental agency, and therefore, the NEFRC is not required to comply with the competitive procurement procedures outlined in Chapter 287, Florida Statutes, in selecting the Jacksonville Transportation Authority to serve as the CTC; and

**WHEREAS**, the safety and well-being of transportation disadvantaged citizens in Clay County are best served through the continuation of service provided by the Jacksonville Transportation Authority in its designated role as the CTC.

**NOW, THEREFORE, BE IT RESOLVED** that the Northeast Florida Regional Council recommends to the Florida Commission for the Transportation Disadvantaged that the Jacksonville Transportation Authority be re-designated as the Community Transportation Coordinator for Clay County for a five-year period effective July 1, 2031.

*Unanimously adopted by the Northeast Florida Regional Council in a regular meeting assembled in the City of Jacksonville, the fifth day of March 2026.*

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**Andy Dance**  
1<sup>st</sup> Vice President

---

**Elizabeth Payne**  
CEO

DRAFT

# Resolution

*Northeast Florida Regional Council*

**2026-04**

## **Recommending**

### **The Jacksonville Transportation Authority as the Community Transportation Coordinator for Duval County**

**WHEREAS**, the Northeast Florida Regional Council is the Designated Official Planning Agency for the Transportation Disadvantaged Program in Clay County, and as part of its statutory duty must recommend the Community Transportation Coordinator (CTC) for Clay County; and

**WHEREAS**, the Jacksonville Transportation Authority has been the CTC for Duval County for a long time; and

**WHEREAS**, the existing memorandum of agreement between the Florida Commission for the Transportation Disadvantaged and the Jacksonville Transportation Authority expires on June 30, 2026; and

**WHEREAS**, the Jacksonville Transportation Authority indicated their willingness to continue to provide this service in a letter dated January 20, 2026 requesting re-designation as the CTC for Duval County; and

**WHEREAS**, the Duval County Local Coordinating Board was informed of this recommendation and indicated its enthusiastic support of the Jacksonville Transportation Authority continuing to serve as the CTC; and

**WHEREAS**, the Jacksonville Transportation Authority is a governmental agency, and therefore, the NEFRC is not required to comply with the competitive procurement procedures outlined in Chapter 287, Florida Statutes, in selecting the Jacksonville Transportation Authority to serve as the CTC; and

**WHEREAS**, the safety and well-being of transportation disadvantaged citizens in Duval County are best served through the continuation of service provided by the Jacksonville Transportation Authority in its designated role as the CTC.

**NOW, THEREFORE, BE IT RESOLVED** that the Northeast Florida Regional Council recommends to the Florida Commission for the Transportation Disadvantaged that the Jacksonville Transportation Authority be re-designated as the Community Transportation Coordinator for Duval County for a five-year period effective July 1, 2026.

*Unanimously adopted by the Northeast Florida Regional Council in a regular meeting assembled in the City of Jacksonville, the fifth day of March 2026.*

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**Andy Dance**  
1<sup>st</sup> Vice President

---

**Elizabeth Payne**  
CEO

DRAFT

# Agenda Item

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## MEMORANDUM

**DATE:** FEBRUARY 25, 2026  
**TO:** NORTHEAST FLORIDA REGIONAL COUNCIL BOARD OF DIRECTORS  
**THRU:** ELIZABETH PAYNE, CHIEF EXECUTIVE OFFICER   
**FROM:** ROBERT JORDAN, SENIOR REGIONAL PLANNER   
**RE:** LOCAL GOVERNMENT COMPREHENSIVE PLAN AMENDMENT REVIEWS

---

Pursuant to Section 163.3184, Florida Statutes, Council review of transmitted and adopted amendments to local government comprehensive plans is limited to adverse effects on regional resources and facilities identified in the Strategic Regional Policy Plan (SRPP). The review is also limited to extra-jurisdictional impacts that are inconsistent with the comprehensive plan of any local government within the region. Pursuant to Section 163.3184, Florida Statutes, a written report with an impact evaluation should be provided to the local government and the State land planning agency (Florida Commerce) within 30 calendar days of receipt (of the amendment).

A regional map of the listed amendment is provided on the next page, and a site-specific map and policy texts are provided in Appendix A. Upon approval of this report by the Northeast Florida Regional Council (NEFRC) Board of Directors for transmittal to the State land planning agency, a copy will be provided to the respective local government. The Board only needs to review the single amendment in the Table.

**The City of Macclenny Transmitted Amendment 25-1ESR, the Town of Orange Park Adopted Amendment 25-1ER, the City of Palatka Transmitted Amendment 26-1ESR, St. Johns County Transmitted Amendment 25-3ER, and the City of St. Augustine Beach Transmitted Amendment 25-2ESR were determined to be more restrictive or burdensome by Florida Commerce and ruled null and void ab initio (SB 180). For more information on these amendments, please see Appendix B of the Report.**

### Recommendation

**Staff respectfully recommends that the NEFRC Board of Directors approve the staff review report for the City of Jacksonville Transmitted Amendment 26-1ESR.**

# REGIONAL MAP OF AMENDMENT LOCATION SITES

## March 2026 Board Review- Comprehensive Plan Amendments



Local Govt. & Plan Amendment	No. on Regional Map	Transmitted	Adopted	County Location	Due Date to be Mailed to Local and State Govt.	Local Govt. Item Number
City of Jacksonville 26-1 ESR	1	X		Duval	3-6-2026	Ordinance 2025-859-E

- **Type:** Future Land Use
- **Issue:** This amendment proposes to amend the Future Land Use Map for approximately 338 acres on Yellow Water Road from Rural Residential (RR) to Low-Density Residential (LDR).
- **Background:** The approximately 338-acre subject site is located at the southeast intersection of Wells Road and Yellow Water Road, north of Normandy Boulevard. According to the City’s Functional Highway Classification Map, Wells Road is a local road, Yellow Water Road is a collector Road, and Normandy Boulevard is a Florida Department of Transportation Principal Arterial Road. The applicant proposed that the entire site be amended to the LDR land use category and the extension of the Suburban Development Area Boundary to include the subject site. The subject site was part of a larger rezoning known as the Bridle Creek PUD (2022-786-E), which changed the zoning of 587.25 acres from Agriculture II and Agriculture III to RR in 2006. While most of the site has been cleared, no development has occurred. For more information, please see Exhibits 1-2 in Appendix A.
- **Impacts:** The subject site is located along Yellow Water Road and less than two miles from Normandy Boulevard, and both roads are considered Transportation Resources of Regional Significance. A Trip Generation Analysis was conducted during the amendment's transmittal phase. Under the current RR designation, the site would generate approximately 6,127 and 3,063 daily trips, depending on the existing scenario. If the land use is amended to allow for this proposed LDR development, it could generate approximately 15,326 daily trips, representing a net increase between 9,199 and 12,263 daily trips, depending on the existing scenario. The Jacksonville Transportation Planning Division recommended ongoing coordinating efforts with the City of Jacksonville Traffic Engineer to determine if a traffic operation analysis will be required to evaluate potential site-specific impacts.

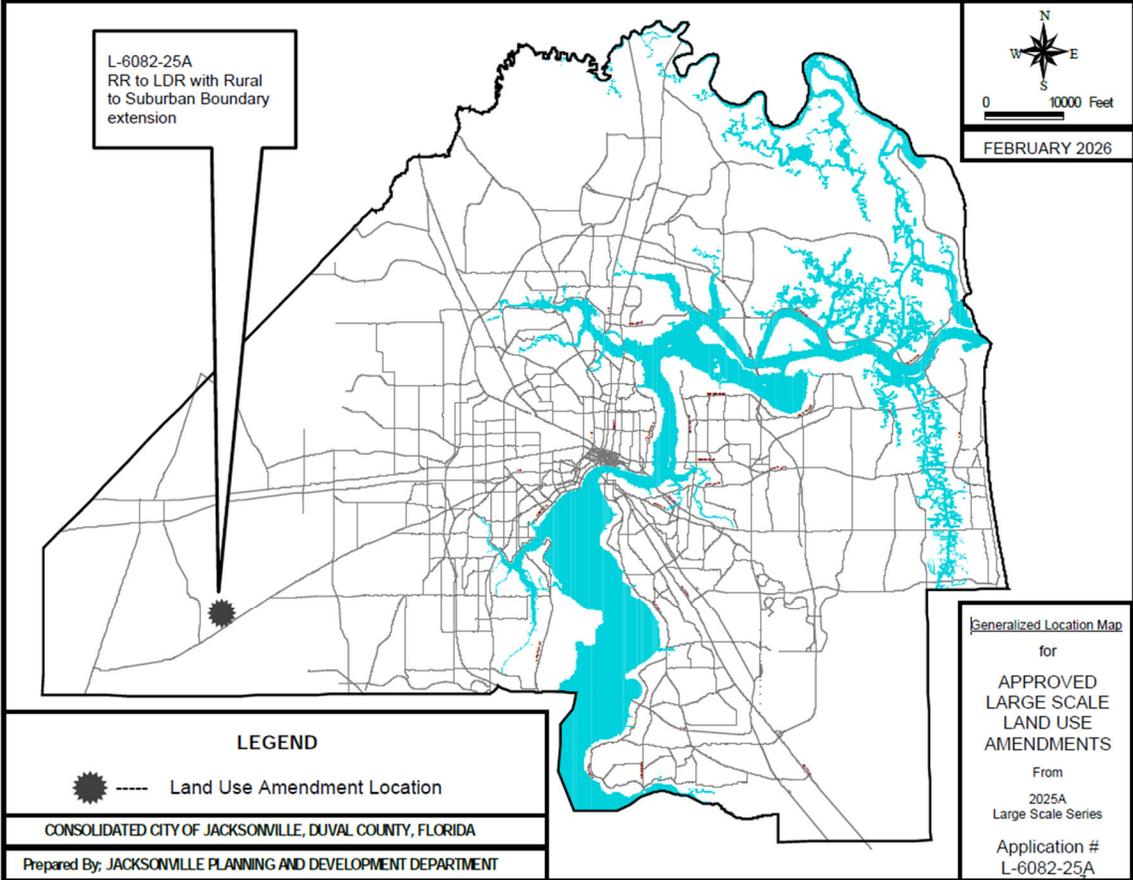
Approximately 14 acres of the southeastern portion of the site are located within the 150-foot Height and Hazard Zone, and approximately 203 acres of the southern portion of the site are located within the 300-foot Height and Hazard Zone for Cecil Airport, a Transportation Resource of Regional Significance. City zoning will limit development to a maximum height of 150 and 300 feet for the respective zones, unless approved by the Jacksonville Aviation Authority or the Federal Aviation Administration. Uses located within the Height and Hazard Zone must not create or increase the potential for such hazards as electronic interference, light glare, bird strike hazards, or other potential hazards to safe navigation of aircraft.

The site also includes Yellow Water Creek in the northeast, which is considered a Natural Resource of Regional Significance. Planning staff at the City Waterways Commission indicated that the developers would submit a site plan to the City illustrating proposed stormwater retention facilities to be placed on the property, but do not anticipate increased flooding. City Planning Staff also indicated that if access roads crossed wetlands, then mitigation would be pursued either on-site or at the nearby Loblolly Mitigation Bank.

- **Recommended Intergovernmental Coordination:** Considering the proximity of the site to Clay County, staff recommend coordination with the Clay County Planning and Zoning Department.

# Appendix A: Comprehensive Plan Review Attachments

## Exhibit 1: City of Jacksonville 26-1ESR (Location Map)





## Appendix B: Impacts of Senate Bill 180 on the Northeast Florida Region

Local government Comprehensive Plan Amendments that were denied by Florida Commerce due to a violation of the provisions of Senate Bill (SB) 180.

1. City of Macclenny 25-1ER (Transmitted)
2. Town of Orange Park 25-1ER (Adopted)
3. City of Palatka 26-1ESR (Transmitted)
4. City of St. Augustine Beach 25-2ER (Transmitted)
5. St. Johns County 25-3ER (Transmitted)

### *Future Land Use Element: Issues Cited*

- City of Macclenny 25-1ER (Transmitted)
  - New text to an existing policy stating that new single-family subdivisions shall contain individual residential lots of not less than 7,500 square feet each to maintain the City's rural character. [Determined to be more restrictive or burdensome]
- Town of Orange Park 25-1ER (Adopted)
  - A residential density bonus is permitted for mixed-use development projects based on a point system. [Determined to be more restrictive or burdensome]
- City of Palatka 26-1ESR (Transmitted)
  - New policy text stating that the City would continue to refine construction and development standards in the Land Development Code for flood-prone areas to minimize flood risk, protect natural floodplain functions, and ensure consistency with applicable state and federal requirements. [Potentially more restrictive or burdensome]
- St. Johns County 25-3ER (Transmitted)
  - Establish and implement a comprehensive Rural Area Strategy to protect and enhance the County's rural character, support agricultural viability, and guide future development in a manner that preserves the rural area. [Potentially more restrictive or burdensome]
  - The County shall create a Rural Area Advisory Board to provide recommendations on rural planning issues; the identification of a defined Rural Lands Area based on existing land use, agricultural operations, and environmental resources; and the creation of targeted programs and incentives to promote sustainable agricultural practices, rural preservation, and compatible rural development. [Potentially more restrictive or burdensome]
  - The removal of text regarding the encouragement of a mixture of land uses. [Determined to be more restrictive or burdensome]
  - The addition of clarification text regarding certain future land use categories for the Planned Unit Development process/standards, as provided in the Land Development Code or the site plan approval by the Planning and Zoning Authority, along with base density clarifications, and updates for optional density factors. [Determined to be more restrictive and burdensome]
  - A policy stating that the County shall modify the Land Development Code to establish Low Impact Development Standards. [Determined to be more restrictive and burdensome]

*Transportation Element: Issues Cited*

- City of Macclenny 25-1ER (Transmitted)
  - New Level of Service Targets for Roadway Facilities were proposed within an existing policy in the Transportation Element. [Determined to be more restrictive or burdensome]
  
- Town of Orange Park 25-1ER (Adopted)
  - The Town shall consider all transportation system users when making decisions regarding transportation and land use planning and design guidance to advance Complete Streets to the greatest extent possible. [Determined to be more restrictive or burdensome]
  - The Town shall create a transportation system that is designed and operated in ways that ensure the safety, security, comfort, access, and convenience for all users of all ages and abilities. [Potentially more restrictive or burdensome]
  - The Town shall create a transportation system that includes integrated networks of connected facilities accommodating all modes of travel. [Potentially more restrictive or burdensome]
  - The Town shall create a transportation system that, to the greatest extent possible, ensures equity by actively pursuing the elimination of health, economic, and access disparities. [Potentially more restrictive or burdensome]
  - The Town shall create a transportation system that reduces automobile dependency and improves environmental and community health. [Potentially more restrictive or burdensome]
  
- City of Palatka 26-1ESR (Transmitted)
  - Additional language to an objective stating that the City develop a comprehensive long-range transportation master plan to enhance the functionality and accessibility of the overall transportation network. [Potentially more restrictive or burdensome]
  - Policy text stating that the City shall adopt and maintain a Long-Range Comprehensive Transportation Master Plan, which shall include considerations for modal priorities. [Potentially more restrictive or burdensome]
  - Policy text stating that the City shall minimize the need for roadway width expansion, except where necessary to improve mobility for bicycles, micromobility, or other alternative mobility options and sharing services, as well as for pedestrians, or to effect intersection improvements. The City will continue to focus its efforts on implementing Complete Streets. [Determined to be more restrictive or burdensome]
  - Policy text stating that the City shall plan for future multimodal facilities designed to correct the projected failing Level of Service for Crill Avenue in 2035, and segments of Reid Street in 2035 and 2045. [Determined to be more restrictive or burdensome]
  - Policy text stating that the City will continue to implement design concepts in areas of high pedestrian traffic, which include, but are not limited to, street trees, canopies/arcades, patterned colored pavement, and street signage, as well as area-specific recommendations, such as those in the vicinity of local schools. [Determined to be more restrictive or burdensome]
  - Policy text stating that the City's Land Development Regulations require sidewalks or clearly marked, separate pathways as part of construction and maintenance of traffic plans, except where not feasible. [Determined to be more restrictive or burdensome]
  - Policy text stating that the City continues to evaluate and implement pedestrian and transit design standards as they relate to incorporating transit, carpool, pedestrians, and bicycle amenities in different commercial, industrial, and office buildings on Main Street and any future activity generators [Potentially more restrictive or burdensome]
  - Policy text stating that the City shall create and implement standards for right-of-way widths through the application of context-sensitive measures within its Land Development Regulations as part of a Complete Streets Program. [Potentially more restrictive or burdensome]

- Additional text to an existing policy stating that the City shall establish access management standards coordinating planning, regulation, and design of access between roadways and land development in the land development regulations to ensure safety and appropriate, efficient access to the City’s Transportation Network. [Potentially more restrictive or burdensome]
- Additional text to an existing policy stating that the City shall include transportation and circulation analysis as part of all development review processes and that connectivity between non-residential projects shall be required of all new developments and redevelopments. [Determined to be more restrictive or burdensome]
- Policy text stating that the City shall adopt requirements for bicycle and pedestrian facilities as appropriate into its Land Development Regulations. Development plans for new developments and redevelopment of residential and non-residential sites shall show any existing and proposed bicycle and pedestrian access to adjacent properties and transit stops. [Determined to be more restrictive or burdensome]
- St. Johns County 25-3ER (Transmitted)
  - Clarification of design principles for the visual and functional characteristics of streets. [Determined to be more restrictive or burdensome]
  - A policy stating that cycling facilities shall be separated from automobile traffic lanes for any roadway with a speed limit greater than 30 mph. [Determined to be more restrictive or burdensome]
  - A policy stating that the County shall address the need to provide safe, separated pedestrian and bicycle access to commercial generators and attractors from transit facilities located on public access roads. [Determined to be more restrictive or burdensome]

*Housing Element: Issue Cited*

- City of Palatka 26-1ESR (Transmitted)
  - Policy text stating that the City shall ensure that dedicated affordable housing units are dispersed throughout the City and within individual developments, and that these units are designed to match the appearance and quality of market-rate housing, while contributing positively to the neighborhood character. [Determined to be more restrictive or burdensome]
- St. Johns County 25-3ER (Transmitted)
  - The County shall support neighborhood stabilization through housing rehabilitation, demolition, and replacement programs, and other revitalization strategies. [Potentially more restrictive or burdensome]

*Infrastructure Element: Issue Cited*

- City of Palatka 26-1ESR (Transmitted)
  - Policy text stating that new development located within the City’s potable water service area, and within 250 feet of an existing potable water main, shall connect to the central potable water system as a condition of development approval. [Determined to be more restrictive or burdensome]
  - Policy text stating that the City shall ensure that all solid waste collection, transfer, and disposal activities comply with applicable federal, state, and local environmental regulations. [Potentially more restrictive or burdensome]
- St. Johns County 25-3ER (Transmitted)
  - Addition to the policy stating that developers are required to meet the current edition of the Florida Fire Code. [Determined to be more restrictive or burdensome]
- City of St. Augustine Beach 25-2ER (Transmitted)
  - An update to an existing policy stating that the City shall maintain its stormwater utility in accordance with the City’s ordinances. The original policy stated that the City Commission shall investigate the benefits of a stormwater utility. [Determined to be more restrictive or burdensome]

*Coastal Management Element: Issues Cited*

- St. Johns County 25-3ER (Transmitted)
  - Changes to an existing policy addressing the protection, enhancement, or restoration of the County's dune systems. [Determined to be more restrictive or burdensome]
  - The addition of an objective limiting public expenditures within areas expected to be subject to sea level rise within the lifespan of the infrastructure. [Potentially more restrictive or burdensome]
  - All improvements to roads along the evacuation routes shall include measures to address and mitigate current or future flooding problems and projected sea level rise. [Determined to be more restrictive or burdensome]
  - An objective was updated to state that the County shall improve resiliency to protect people and property from the effects of coastal hazards through pre- and post-disaster plans, strategic development and redevelopment, and application of best planning and engineering practices. [Determined to be more restrictive or burdensome]
  - A text change to a policy stating that the County shall implement the recommendation of the St. Johns County Mitigation Strategy [Potentially more restrictive or burdensome]
  - A text change to a policy stating that the County shall implement development standards to improve resiliency in areas vulnerable to tidal fluctuations, coastal erosion, hurricanes, tropical storms, high water tables, flooding, and other impacts of rising water. [Potentially more restrictive or burdensome]
  - A proposed policy stating that the County shall implement the recommendations of the Vulnerability Assessment to protect critical community assets, identify adaptation areas, identify flood risks and vulnerable areas, and prioritize areas of the County at the greatest risk. [Potentially more restrictive or burdensome]

*Conservation Element: Issues Cited*

- The City of Palatka 26-1ESR (Transmitted)
  - Addition to the policy stating that the City's designated Building Official or their designee shall not issue a building permit or other development order until the appropriate permitting agency has provided a permit for the sizing and siting of an on-site sewage disposal system. Septic tanks may be installed only in accordance with all applicable provisions of the Public Facilities Element and the City's Land Development Regulations. [Potentially more restrictive or burdensome]
  - A policy text stating that the City shall investigate initiatives in the Land Development Regulations and municipal building code that address Climate Change and ensure that new development meets building resiliency standards. [Potentially more restrictive or burdensome]
- St. Johns County 25-3ER (Transmitted)
  - The addition of air quality protection to a policy regarding the coordination with the Florida Forest Service for appropriate fire prevention methods. [Determined to be more restrictive or burdensome]
  - Additions to a policy requiring 100% native or Florida-Friendly Landscaping. [Determined to be more restrictive or burdensome]
  - A policy update clarifying that storm water ponds shall, wherever feasible, be designed to use natural vegetation that creates wildlife habitat and passive recreation areas. [Determined to be more restrictive or burdensome]
  - A policy update to include language regarding the siting of new facilities, the design of the On-Site Sewage Treatment and Disposal System (OSTDS) shall consider the expected future conditions to be endured during the lifespan of the structure and support structures. [Determined to be more restrictive or burdensome]

- The update to a policy stating that the County shall prohibit the discharge of any new or upgraded public or private sanitary sewer facility into the estuarine waters of the County. [Determined to be more restrictive or burdensome]
- A policy update clarifying the protection of wetlands [Potentially more restrictive or burdensome]
- A new policy stating that at the time of site development, the County shall require the removal of invasive plant species. [Determined to be more restrictive or burdensome]
- A new policy stating that the County shall consider developing a conservation overlay that identifies potentially environmentally sensitive lands that warrant future study during the development process. [Potentially more restrictive or burdensome]
- An update to an existing policy to address environmental surveys for developments to assess and identify existing ecological resources. [Potentially more restrictive or burdensome]
- A new policy stating that the County shall require the creation of more connected green spaces to enhance ecological corridors, create an interconnected network, support wildlife habitat, and improve community access to nature, while carefully balancing these efforts with the protection of property rights [Potentially more restrictive or burdensome]
- An update to an existing policy expanding on the encouragement of cluster-type development to preserve open space and natural habitats supported through the development review process to prioritize the protection of significant ecological resources. [Potentially more restrictive or burdensome]

*Recreation and Open Space Element: Issues Cited*

- City of Palatka 26-1ESR (Transmitted)
  - Policy text stating that the City shall continue to maintain and update its Land Development Regulations (LDRs) to ensure that development may not occur if it is determined that it would cause the park and recreation system to fall under the adopted Level of Service standards. [Potentially more restrictive or burdensome]
  - Policy text stating that upon plan adoption, the City will improve its recreation and open space Level of Service standards by updating its Land Development Regulations and Concurrency Management System to provide; a formal open space management system that (1) establishes an inventory of open space lands, (2) enforce Level of Service standards for open space, and (3) implements development standards that require new residential development to dedicate land to the City’s open space inventory, or; an informal open space system that does not utilize an open space inventory or strict Level of Service standards but does require specified new developments to set aside land to maintain adequate open space. [Determined to be more restrictive or burdensome]
- St. Johns County 25-3ER (Transmitted)
  - An update to an objective stating that the County shall not only provide but also maintain the recreation and park needs through the planning and development process. [Determined to be more restrictive or burdensome]
  - An update to a policy stating that the County shall develop existing parks according to the level of service standards adopted according to a Capital Improvements Element Policy instead of a recommendation within the Master Park and Recreation Plan [Determined to be more restrictive or burdensome]
  - The addition of a new policy stating that the County shall explore options for a dedicated funding source for the Land Acquisition Management Program. [Potentially more restrictive or burdensome]

*Intergovernmental Coordination Element: Issue Cited*

- City of Palatka 26-1ESR
  - Additional text to an existing policy stating that the City shall coordinate with Putnam County and the St. Johns River Water Management District to protect the St. Johns River, its tributaries, wetlands, and other environmentally sensitive areas. Additional text included the statement that such coordination shall include

joint review of development proposals, enforcement of applicable environmental regulations, and implementation of conservation and restoration initiatives to preserve ecological integrity and water quality. [Potentially more restrictive or burdensome]

*Capital Improvements Element: Issue Cited*

- City of Palatka 26-1ESR
  - Additional text to an existing policy stating that to maintain the adopted Level of Service Standards, this would primarily come with an Impact Fee System. [Potentially more burdensome or restrictive]
  
- St. Johns County 25-3ER
  - Amendments to an existing Policy expanding on the Level of Service Standard for Parks and Open Spaces. [Determined to be more restrictive or burdensome]

*Economic Development Element: Issue Cited*

- City of Palatka 26-1ESR
  - Additional text stating that the City shall implement and periodically update Tree Protection, Landscaping, Screening, and Buffering codes in the Land Development Regulations to maintain a high-quality downtown environment without imposing an unreasonable cost burden to development and redevelopment. [Potentially more restrictive or burdensome]

# Agenda Item

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## MEMORANDUM

**DATE:** FEBRUARY 25, 2026  
**TO:** NORTHEAST FLORIDA REGIONAL COUNCIL BOARD OF DIRECTORS  
**VIA:** PERSONNEL, BUDGET & FINANCE COMMITTEE  
**FROM:** BETH PAYNE, CHIEF EXECUTIVE OFFICER   
**RE:** REVISED FINANCIAL POLICIES

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As discussed during the last two Board meetings (January and February 2026), NEFRC staff have been reviewing the Council's financial policies, specifically as it relates to check signatures and authorizations. With a new Secretary/Treasurer in place, staff has revised policies according to guidance provided. The revised policies are included.

- Policy 2-10A Financial Responsibilities
- Policy 2-16A Cash Disbursement

Also provided is a draft of the Secretary/Treasurer's responsibilities.



**NORTHEAST FLORIDA REGIONAL COUNCIL  
FINANCIAL SERVICES  
POLICY & PROCEDURE**

Subject/Program: Financial Responsibilities
Policy # 2-10A
Effective Date: <del>10/1/2014</del> <u>04/01/26</u>
Supersedes Policy # 2-10
Previous Policy Effective Date: 10/1/2012, <u>10/1/14</u>
Number of Pages: 2
Department: Financial Services
Approved By: <del>Brian D. Teeple</del> <u>Beth Payne</u> , CEO
Approved Date: <del>10/1/2014</del> <u>04/01/26</u>

**POLICY:** Financial Responsibilities

**PURPOSE:** Describes who has financial responsibilities within the Council.

**PROCEDURES:**

1. The Council Board members formulate overall financial policies as a part of its responsibility for the management and overall control of the Council. The Board exercises the final and legal responsibility for all programs.
2. The Chief Executive Officer (CEO) is given the authority, by the Council Board, to make decisions regarding day-to-day financial operations of the Council for costs of \$25,000 or less. Financial decisions of \$25,000.01 or more must be approved by the Council Board.
3. The Chief Financial Officer (CFO) is responsible to the CEO with regard to financial operations.
4. Program ~~Directors~~ Managers are responsible to the CEO for the day-to-day administration of their programs and for managing their programs within their budgets.
5. To the extent possible, financial duties and responsibilities are separated so no single employee has sole control over receipts, disbursements, payroll or bank reconciliation.
6. All financial forms are completed in ink and are approved by the appropriate staff and supervisors.
7. See chart on the next page for a list of various financial related responsibilities.

**LIST OF VARIOUS FINANCIAL RELATED RESPONSIBILITIES**

<b><u>RESPONSIBILITY</u></b>	<b><u>TITLE</u></b>
Approves Accounts Payable Vouchers	Chief Financial Officer
Approves Personnel Actions	Chief Executive Officer
Approves Personnel Actions	Executive Assistant to CEO
Approves Petty Cash Vouchers/Replenishment	Chief Executive Officer <a href="#">Deputy Chief Executive Officer</a>
Approves Purchase Orders	Chief Executive Officer <a href="#">Deputy Chief Executive Officer</a>
Approves Journal Entries	Chief Executive Officer
Approves Payroll	Chief Executive Officer
Approves Time and Attendance Records	Employee's Supervisor
Distribution of Payroll Checks	Chief Executive Officer Chief Financial Officer
Custodian of Blank Checks	Locked in Safe
Custodian of Mechanical Check Signer Keys	Locked in Safe
Custodian of Supplies Inventory	Chief Financial Officer
Custodian of Petty Cash Funds	Chief Financial Officer
Custodian of Undelivered Checks	Chief Financial Officer
Custodian of Equipment Inventory Records	Chief Financial Officer
Periodic Review of Petty Cash Funds	Chief Financial Officer
Makes Bank Deposits	Chief Financial Officer
Opens Bank Statements	Chief Financial Officer
Opens Mail	Receptionist
Prepares Bank Reconciliation	Chief Financial Officer
Verifies Bank Reconciliation	Chief Executive Officer
Prepare Month End Reports	Chief Financial Officer
Records Cash Receipts	Accounting Assistant
Verifies Cash Receipts to Log	Executive Assistant to CEO
Sign Checks	Chief Executive Officer <a href="#">Deputy Chief Executive Officer</a> <del>Chief Financial Officer</del> <a href="#">Board</a>

	<a href="#"><u>Secretary/Treasurer</u></a> <a href="#"><u>Board President</u></a>
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<b>NORTHEAST FLORIDA REGIONAL COUNCIL FINANCIAL SERVICES POLICY &amp; PROCEDURE</b>
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Subject/Program: Cash Disbursement
Policy # 2-16A
Effective Date: <del>10/1/2014</del> <a href="#">04/01/2026</a>
Supersedes Policy # 2-16
Previous Policy Effective Date: 10/1/2012, <a href="#">10/1/2014</a>
Number of Pages: 2
Department: Financial Services
Approved By: <del>Brian D. Teeple</del> <a href="#">Beth Payne</a> , CEO
Approved Date: <del>10/1/2014</del> <a href="#">04/01/2026</a>

**POLICY:** Cash Disbursement Procedures and Internal Controls

**PURPOSE:** Describes Cash Disbursement Procedures and Internal Controls

**PROCEDURES:**

1. Cash disbursements result in an accounting transaction that decreases the liability for accounts payable with an offsetting reduction to cash in the bank.
2. All disbursements are made by check, bank draft or direct deposit except for petty cash transactions. [Bank drafts are used for online or telephone payments.](#)
3. Disbursements are only made on the basis of an approved expenditure or timesheet.
4. Disbursements are made for all programs from a general operating account. This procedure strengthens internal control by reducing cash transfer activity and by relying on the accounting system to maintain individual balances of various projects.
5. All check disbursements are made on the basis of two signatures. The CEO, [Deputy CEO-or-CFO, Board President and Board Secretary/](#) ~~is~~ [Treasurer is](#) authorized to sign checks. [The CEO and Board Secretary/Treasurer will be the primary check signers.](#) ~~internally and~~
6. ~~T~~he Board Secretary/Treasurer is generally an imprinted signature [and the CEO's is a wet signature.](#)
7. The ~~CFO-Deputy CEO~~ only signs checks in the CEO's absence, with the CEO's approval.
8. [The Board President will only sign checks when extraordinary circumstances warrant the use of their signature.](#)
- 5.9. [The bank signatory authority will be updated as new Board officers are elected for the President and Secretary/Treasurer positions.](#)

- ~~6-10~~. For internal control purposes, staff other than the individual who processes the check should run the checks through the signature imprint machine.
- ~~7-11~~. Fully endorsed checks are held in the safe until distribution or mailing.
- ~~12~~. The CFO shall be responsible for all blank checks and for maintaining appropriate inventory control and security of blank checks.
- ~~8-13~~. The CFO will be given bank signatory authority to handle bank administrative functions only. The CFO will not have the authority to sign checks.
- ~~9-14~~. All blank checks are kept in a locked safe.
- ~~10-15~~. If a check needs to be voided, the check is cut at the signature line and VOID is written in ink across the face of the check to render the check unusable.
- ~~11-16~~. Cash disbursements made through bank drafts or direct deposit are approved by the CEO or Deputy CEO prior to payment. The ~~CFO~~ Deputy CEO will approve bank drafts and direct deposits in the CEO's absence, with the CEO's approval.



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## **Board Treasurer Responsibilities (Primary Operational Officer)**

The Treasurer serves as the primary officer responsible for financial oversight and basic administrative tracking.

### **Duties:**

1. Serve as Chair of the NEFRC's Personnel, Budget and Finance (PBF) Policy Committee, including running the meeting.
2. Ensure accurate financial records of all income and expenses through a monthly review of financial reports.
3. Review financial reports with Committee Members at each PBF Committee meeting.
4. Act as a primary check signer in accordance with Board policy.
5. Review annual budget and audit each year.
6. Ensure required federal and state filings are completed (e.g., IRS Form 990, annual state reports).
7. Safeguard organizational funds and recommend basic financial controls.

## **Board Secretary Responsibilities (Limited Role)**

The Secretary serves as a statutory officer of the organization and fulfills minimal governance requirements.

### **Duties:**

1. Be listed as an officer of the organization as required.
2. Sign official documents or certifications when required by the Board or governing documents.
3. Perform other duties as assigned by the Board.

*Note: In this organization, administrative and record-keeping functions are delegated to NEFRC Staff.*

# Agenda Item

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## **MEMORANDUM**

**DATE:** FEBRUARY 25, 2026  
**TO:** NORTHEAST FLORIDA REGIONAL COUNCIL BOARD OF DIRECTORS  
**FROM:** BETH PAYNE, CHIEF EXECUTIVE OFFICER   
**RE:** SIGNATORY AUTHORITY

---

In line with changes to NEFRC's financial policies, a new signatory authority resolution is proposed. The last resolution on this issue was in 2014. An updated resolution will allow the CEO to delegate signatory authority to the Deputy CEO for certain tasks and will also address emergency purchases and authorizations.

The Council attorney has reviewed revised resolution and found it legally sufficient. This will be discussed at the Board meeting on March 5<sup>th</sup>.



# Resolution

## *Northeast Florida Regional Council*

2026-05

### **Granting Signatory Authority**

WHEREAS, the Board of Directors (the “Board”) of the Northeast Florida Regional Council (the “Council”) employs a Chief Executive Officer (“CEO”) to administer the day-to-day operations of the Council and to implement the policies and directives adopted by the Board; and

WHEREAS, the Council has adopted policies governing procurement, contracting authority, and financial obligations, including authorized signature spending limits for the CEO, as set forth in the Council’s Purchasing Policy Manual, as amended from time to time; and

WHEREAS, it has been the established practice of the Council that the CEO executes all revenue-generating contracts, grants, agreements, and similar instruments on behalf of the Council, except in instances where the funding entity or applicable law requires formal Board action and execution by the Board President; and

WHEREAS, the Board recognizes the necessity of clearly affirming the CEO’s authority to legally bind the Council within established policy limits and to delegate limited signatory authority to the Deputy CEO in order to ensure operational continuity and administrative efficiency; and

WHEREAS, the Board further recognizes that emergency circumstances may arise requiring immediate action to protect public health, safety, welfare, property, funding, or the legal interests of the Council.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE NORTHEAST FLORIDA REGIONAL COUNCIL THAT:

#### **Section 1. CEO Authority to Bind the Council**

The Board hereby expressly authorizes the CEO to execute, sign, and deliver, in the name of and on behalf of the Council, all contracts, grants, interlocal agreements, memoranda of understanding, banking documents (including bank signature cards and resolutions), certifications, and other legally binding instruments necessary for the lawful operation of the Council.

#### **Section 2. Delegation to Deputy CEO**

The Board further authorizes the CEO to delegate, in writing, limited signatory authority to the Deputy CEO for operational and administrative purposes, including the temporary absence or incapacity of the CEO.

The Deputy CEO may execute documents on behalf of the Council:

- a. Within the same monetary and policy limitations applicable to the CEO;
- b. During the temporary absence, incapacity, or unavailability of the CEO; or
- c. As specifically authorized in writing by the CEO.

Any such delegation shall remain subject to the oversight and supervision of the CEO and may be modified or rescinded by the CEO at any time.

### **Section 3. Emergency Authority**

In the event of an emergency affecting the Council’s operations, facilities, personnel, funding, contractual obligations, or legal interests, and where delay would materially jeopardize public health, safety, welfare, property, funding opportunities, regulatory compliance, or the Council’s legal or financial position, the CEO is authorized to:

- a. Execute contracts, agreements, amendments, emergency procurements, grant documents, or other legally binding instruments necessary to respond to such emergency;
- b. Temporarily exceed established signature spending limits when strictly necessary to address the emergency condition; and
- c. Take such actions as are reasonably required to preserve and protect the Council’s operations and interests.

The CEO shall:

- 1. Limit such emergency actions to those reasonably necessary to address the immediate condition;
- 2. Comply with applicable law to the greatest extent practicable under the circumstances; and
- 3. Provide written notice to the Board President as soon as practicable and report all emergency actions to the full Board at its next regular or special meeting for ratification.

In the temporary absence or incapacity of the CEO during an emergency, the Deputy CEO may exercise the same emergency authority under the same conditions and reporting requirements.

### **Section 4. Continuing Effect**

This Resolution shall remain in full force and effect unless and until rescinded or modified by subsequent action of the Board.

---

Unanimously adopted by the Northeast Florida Regional Council at a regular meeting duly assembled in the City of Jacksonville on the fifth day of March 2026.

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**Andy Dance**  
1<sup>st</sup> Vice President

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**Elizabeth Payne**  
Chief Executive Officer

# Agenda Item

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## MEMORANDUM

**DATE:** FEBRUARY 25, 2026

**TO:** NORTHEAST FLORIDA REGIONAL COUNCIL BOARD OF DIRECTORS

**VIA:** PERSONNEL, BUDGET & FINANCE POLICY COMMITTEE

**THRU:** ELIZABETH PAYNE, CHIEF EXECUTIVE OFFICER *EP*

**FROM:** ERIC ANDERSON, DEPUTY CHIEF EXECUTIVE OFFICER *Eric B. Anderson*

**RE:** TRANSPORTATION DISADVANTAGED COMMUNITY TRANSPORTATION COORDINATOR 5-YEAR SOLICITATION FOR SERVICE

The Florida Coordinated System. The Transportation Disadvantaged (TD) Program was created in 1979 through the enactment of Chapter 427. The purpose of the TD Program is to provide transportation for persons who, because of physical or mental disability, income, status, or age, are unable to transport themselves or purchase transportation and are, therefore, dependent upon others to obtain access to health care, employment, education, shopping, social activities, or other life-sustaining activities, or children who are handicapped or high-risk at-risk, as defined in Chapter 411.202, Florida Statutes.

The Commission has delegated the functions of transportation disadvantaged planning to the NEFRC, as the Designated Official Planning Agency (DOPA). One of the primary functions of the DOPA is to solicit a Community Transportation Coordinator (service provider) every five years for each county in the region. As such, the NEFRC issued an RFP for Community Transportation Coordinator service in Baker, Putnam, and St. Johns counties.

The RFP scoring team comprised five members: four internal to the NEFRC and one from the North Florida Transportation Planning Organization. Each provided an independent review and scoring for the proposals. Following the review, the following motion is recommended.

### Proposed Motion:

**Staff respectfully recommends that the Northeast Florida Regional Council Board of Directors approve a recommendation to the Commission for Transportation Disadvantaged to maintain the current CTCs that serve Baker (Baker County Council on Aging), Putnam (The Ride Solution), and St. Johns (St. Johns County Council on Aging) counties for the next 5 years.**

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# Resolution

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*Northeast Florida Regional Council*

**2026-06**

## **Recommendation of the Baker County Community Transportation Coordinator**

**WHEREAS**, the Northeast Florida Regional Council (NEFRC) is the Designated Official Planning Agency (DOPA) for the Transportation Disadvantaged Program in Baker County, and as part of its statutory duty must recommend the Community Transportation Coordinator (CTC) for Baker County to the Commission for Transportation Disadvantaged (CTD); and

**WHEREAS**, the DOPA is required to conduct a competitive procurement process for the Community Transportation Coordinator every five years; and

**WHEREAS**, the contract between the current CTC and the CTD expires on June 30, 2026; and

**WHEREAS**, NEFRC issued an RFP for CTC services, and the Baker County Council on Aging (COA) responded; and

**WHEREAS**, a Selection Committee including NEFRC staff and staff from the North Florida Transportation Planning Organization found the Baker County COA to be the best respondent that was responsive and qualified, and recommends that they be given another five-year contract by the Florida Commission for the Transportation Disadvantaged; and

**WHEREAS**, the Baker County Local Coordinating Board was informed of this recommendation and indicated its enthusiastic support of Baker County COA as the CTC; and

**NOW, THEREFORE, BE IT RESOLVED** that the Northeast Florida Regional Council recommends to the Florida Commission for the Transportation Disadvantaged that the Baker County Council on Aging be re-designated as the Community Transportation Coordinator for Baker County for a five-year period effective July 1, 2026.

*Unanimously adopted by the Northeast Florida Regional Council in a regular meeting assembled in the City of Jacksonville, the fifth day of March 2026.*

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**Andy Dance**

1<sup>st</sup> Vice President

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**Elizabeth Payne**

CEO

# Resolution

*Northeast Florida Regional Council*

**2026-07**

## **Recommendation of the Putnam County Community Transportation Coordinator**

**WHEREAS**, the Northeast Florida Regional Council (NEFRC) is the Designated Official Planning Agency (DOPA) for the Transportation Disadvantaged Program in Putnam County, and as part of its statutory duty must recommend the Community Transportation Coordinator (CTC) for Putnam County to the Commission for Transportation Disadvantaged (CTD); and

**WHEREAS**, the DOPA is required to conduct a competitive procurement process for the Community Transportation Coordinator every five years; and

**WHEREAS**, the contract between the current CTC and the CTD expires on June 30, 2026; and

**WHEREAS**, NEFRC issued an RFP for CTC services, and The Ride Solution, Inc. responded; and

**WHEREAS**, a Selection Committee including NEFRC staff and staff from the North Florida Transportation Planning Organization found The Ride Solution, Inc. to be the best respondent that was responsive and qualified, and recommends that they be given another five year contract by the Florida Commission for the Transportation Disadvantaged; and

**WHEREAS**, the Putnam County Local Coordinating Board was informed of this recommendation and indicated its enthusiastic support of The Ride Solution, Inc. as the CTC; and

**NOW, THEREFORE, BE IT RESOLVED** that the Northeast Florida Regional Council recommends to the Florida Commission for the Transportation Disadvantaged that The Ride Solution, Inc. be re-designated as the Community Transportation Coordinator for Putnam County for a five-year period effective July 1, 2026.

*Unanimously adopted by the Northeast Florida Regional Council in a regular meeting assembled in the City of Jacksonville, the fifth day of March 2026.*

---

**Andy Dance**

1<sup>st</sup> Vice President

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**Elizabeth Payne**

CEO

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# Resolution

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*Northeast Florida Regional Council*

**2026-08**

## **Recommendation of the St. Johns County Community Transportation Coordinator**

**WHEREAS**, the Northeast Florida Regional Council (NEFRC) is the Designated Official Planning Agency (DOPA) for the Transportation Disadvantaged Program in St. Johns County, and as part of its statutory duty must recommend the Community Transportation Coordinator (CTC) for St. Johns County to the Commission for Transportation Disadvantaged (CTD); and

**WHEREAS**, the DOPA is required to conduct a competitive procurement process for the Community Transportation Coordinator every five years; and

**WHEREAS**, the contract between the current CTC and the CTD expires on June 30, 2026; and

**WHEREAS**, NEFRC issued an RFP for CTC services, and the St. Johns County Council on Aging (COA) responded; and

**WHEREAS**, a Selection Committee including NEFRC staff and staff from the North Florida Transportation Planning Organization found the St. Johns County COA to be the best respondent that was responsive and qualified, and recommends that they be given another five-year contract by the Florida Commission for the Transportation Disadvantaged; and

**WHEREAS**, the St. Johns County Local Coordinating Board was informed of this recommendation and indicated its enthusiastic support of the St. Johns County COA as the CTC; and

**NOW, THEREFORE, BE IT RESOLVED** that the Northeast Florida Regional Council recommends to the Florida Commission for the Transportation Disadvantaged that the St. Johns County Council on Aging be re-designated as the Community Transportation Coordinator for St. Johns County for a five-year period effective July 1, 2026.

*Unanimously adopted by the Northeast Florida Regional Council in a regular meeting assembled in the City of Jacksonville, the fifth day of March 2026.*

---

**Andy Dance**

1<sup>st</sup> Vice President

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**Elizabeth Payne**

CEO

# Agenda Item

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## MEMORANDUM

**DATE:** FEBRUARY 25, 2026

**TO:** PERSONNEL, BUDGET, AND FINANCE COMMITTEE

**THRU:** ELIZABETH PAYNE, CHIEF EXECUTIVE OFFICER *EP*

**FROM:** LEIGH WILSEY, HEALTHCARE COALITION PROGRAM MANAGER *LW*

**RE:** PURCHASE OF EQUIPMENT FOR HEALTHCARE COALITION HOSPITALS

Staff request authorization for the Healthcare Coalition program to purchase evacuation and medical surge equipment for hospitals.

### Background

The Healthcare Coalition (HCC) Program serves 18 counties in north Florida and has allocated funding to complete regional projects that address mitigation strategies identified in the regional healthcare vulnerability assessment. In 2025, a Specialty Resource and Gaps Working Group, comprised of subject matter experts, reviewed the mitigation strategies that correlate with the healthcare hazards and levels of risk. The working group identified one specific project that addresses gaps in hospital evacuations and medical surge.

The group selected the SOF-B Adult PVC Overflow Stretcher to assist hospitals during medical surge events. Last fiscal year, the Coalition program began purchasing this equipment. Fifteen stretcher units were purchased, and 10 additional hospitals will receive this equipment this year.

Multiple vendors sell this stretcher, so staff published a Request for Quotes to seek the best price for the equipment.

### Process for Request for Quotes

RFQ released February 13, 2026  
RFQ closed February 20, 2026  
One (1) response was received

All Terrain Medical & Mobility, LLC responded to the request. The price per stretcher 5-pack is \$6,262.00, which includes shipping to each individual hospital.

### Staff Request

Staff respectfully request the Northeast Florida Regional Council's Personnel, Budget & Finance Committee grant staff authorization to purchase ten (10) Overflow Stretcher 5-packs from All Terrain Medical & Mobility, LLC for a total cost of \$62,620.00, which includes shipping to individual hospitals.



**Healthcare Coalition Alliance  
Region 3**  
www.FLRegion3HCC.org  
A program of the Northeast Florida Regional Council

## Healthcare Coalition Program: Equipment Purchase Request

---

Leigh Wilsey  
Healthcare Coalition Program Manager  
LWilsey@NEFRC.org

Annie Sieger  
Senior Regional Planner  
ASieger@NEFRC.org



### Health Care Coalitions (HCCs)

*Locally Driven. Health Care Prepared.*

---

**WHAT IS AN HCC?**

An HCC is a **network of individual public and private organizations in a defined state or sub-state geographic area** that partner to prepare health care systems to respond to emergencies and disasters, ultimately increasing local and regional resilience.

HCCs are composed of diverse, and sometimes competitive organizations who, during a disaster, become **interdependent on one another for supplies, transportation, personnel, and more.**

Each HCC must include four core members: acute care hospitals, public health agencies, emergency medical services (EMS), and emergency management agencies.

**BY THE NUMBERS**

**62**

Recipients (health departments in states, localities, territories, & freely associated states)



**326**

HCCs across the nation

**42,128**

HCC members nationwide

Validated data as of 6/30/2020

**NATIONAL PARTICIPATION RATE OF HCC CORE MEMBERS**

92%	Acute care hospitals
90%	Public health agencies
82%	Emergency management agencies
42%	Emergency medical services (EMS)

**Key HCC activities include:**

- ✓ Coordinate **joint exercises** with HCC members to improve coalition-wide resiliency
- ✓ Coordinate **distribution and sharing of medical equipment and supplies during a response**
- ✓ Develop **communications protocols and systems**
- ✓ **Share real-time information**
- ✓ **Educate and train** health care personnel

## ASPR/HPP Program Funding through Cooperative Agreement with FDOH

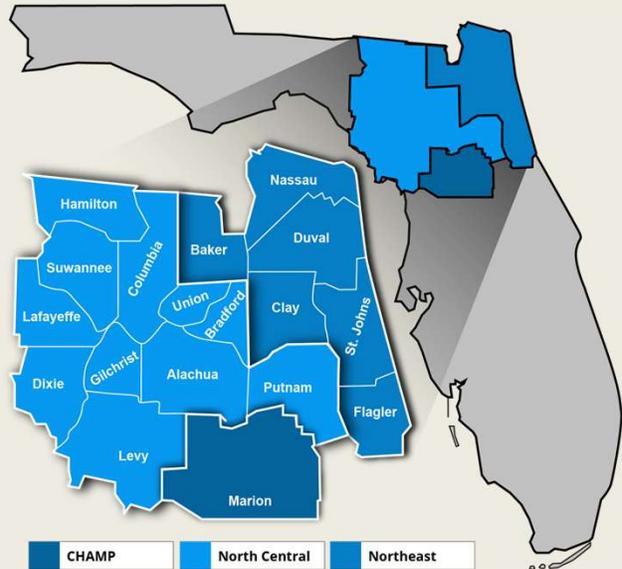
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HPP is the only source of  
federal funding for health  
care system readiness

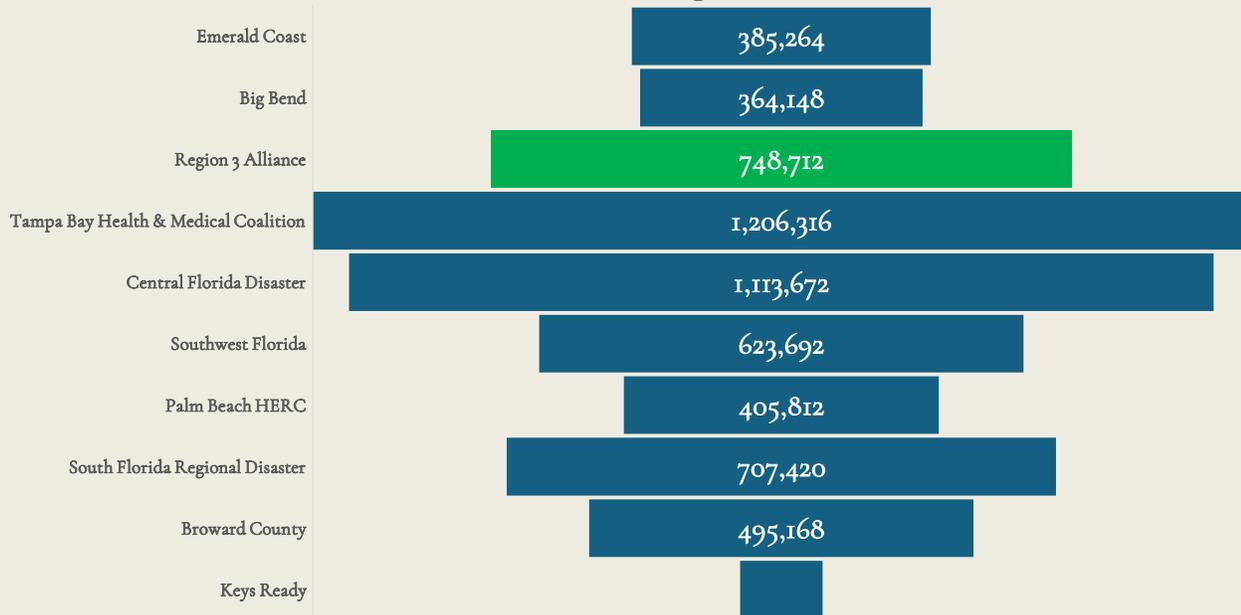
Planning~Training~Equipping~Exercising  
to increase capabilities and resilience of the  
healthcare system

# NEFRC History

- **September 2014**
  - Became Fiduciary Agent for Northeast
- **May 2017**
  - Awarded 5-year contract
- **June 2022**
  - Awarded 2-year renewal contract
- **July 2024**
  - Received new contract for 5-year NOFO 2024-2029
  - One-year renewable contract with FDOH



## State HCC Funding Breakdown



# Project Funding

- \$200,000 budgeted
- Focus Areas:
  - Long-Term Care → Evacuation Equipment
  - Hospitals → Evacuation Equipment
  - EMS → Pediatric Restraint Devices
  - Hospitals → Disaster Stretchers

## Surge Overflow Stretchers for Hospitals

10 Hospital Requested Stretchers

<b>HCA Florida Orange Park Hospital</b>	Clay
<b>Baptist Medical Center Beaches</b>	Duval
<b>PAM Specialty Hospital of Jacksonville</b>	Duval
<b>AdventHealth Palm Coast</b>	Flagler
<b>AdventHealth Palm Coast Parkway</b>	Flagler
<b>HCA Florida Ocala Hospital</b>	Marion
<b>HCA Florida West Marion</b>	Marion
<b>Baptist Health Nassau</b>	Nassau
<b>UF Health St. Johns</b>	St. Johns
<b>Lake Butler Hospital</b>	Union

### Disaster Stretchers for Hospitals



# Surge Overflow Stretchers for Hospitals

Manufacturer: MJM International

Request for Quotes from Distributors

- Published 2/13/2026
- Quotes Received by 2/20/2026

## Disaster Stretchers for Hospitals



# Surge Overflow Stretchers for Hospitals

One Quote Received : All Terrain Medical & Mobility, LLC

Price per Stretcher 5-pack  
\$6,262.00 (Includes shipping)

Total Cost for 10 units  
\$62,620.00

## Disaster Stretchers for Hospitals



## Staff Requests

---

Staff respectfully request the Northeast Florida Regional Council's Personnel, Budget & Finance Committee and Board grant staff authorization to purchase ten (10) Overflow Stretcher 5-packs from

**All Terrain Medical & Mobility, LLC** for a total cost of \$62,620.00, which includes shipping to individual hospitals.

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## **MEMORANDUM**

**DATE:** FEBRUARY 25, 2026

**TO:** NORTHEAST FLORIDA REGIONAL COUNCIL BOARD OF DIRECTORS

**VIA:** PERSONNEL, BUDGET & FINANCE COMMITTEE

**FROM:** BETH PAYNE, CHIEF EXECUTIVE OFFICER 

**RE:** STRATEGIC COMMUNICATIONS PLAN RFP

---

As a direct result from the strategic planning sessions with both the NEFRC Board and staff, a Request for Proposals was issued for a Strategic Communications Plan. The RFP was published on January 16, 2026, and proposals were received on February 20, 2026.

A total of five proposals were received:

- Applied Research Associates
- Blue Trail Digital
- MWB
- Raftelis
- Strategic Digital Services

Staff formed a scoring committee and will present the scores and a recommendation to the Personnel, Budget and Finance Policy Committee and the Board of Directors at the March meetings.



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## MEMORANDUM

**DATE:** FEBRUARY 25, 2026  
**TO:** NORTHEAST FLORIDA REGIONAL COUNCIL BOARD OF DIRECTORS  
**VIA:** PERSONNEL, BUDGET & FINANCE COMMITTEE  
**FROM:** BETH PAYNE, CHIEF EXECUTIVE OFFICER   
**RE:** JAMES BENNETT SCHOLARSHIP

---

A scholarship fund has been created, through the University of North Florida, to honor the late Honorable James Bennett. The Board will discuss and potentially approve an appropriate contribution to the fund. Additional information will be provided on other contributors across the Region.

The James Bennett Scholarship  
<https://ozziesprojects.unf.edu/campaigns/james-bennett-scholarship>

*The James Bennett Scholarship honors the life and legacy of James Bennett, a respected leader, public servant, and advocate for Northeast Florida whose work helped shape the region's transportation infrastructure and economic future.*

*As Chief Operating Officer of the Jacksonville Port Authority, James was known for his steady leadership, collaborative approach, and deep commitment to serving both industry and community. His career spanned more than two decades across the Florida Department of Transportation, the private sector and local government, where he consistently advanced projects that strengthened trade, mobility, and long-term regional prosperity.*

*A lifelong Baker County resident and former Baker County Commissioner, James believed deeply in public service, mentorship, and investing in the next generation. Established in partnership with JAXPORT and the University of North Florida, this scholarship supports students who share James's values of integrity, leadership, and service.*

*Through this fund, James Bennett's impact will continue by empowering future young professionals to build a stronger, more connected future for our region.*

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## MEMORANDUM

**DATE:** FEBRUARY 25, 2026

**TO:** NORTHEAST FLORIDA REGIONAL COUNCIL BOARD OF DIRECTORS

**FROM:** ELIZABETH PAYNE, CHIEF EXECUTIVE OFFICER 

**RE:** NATIONAL WEATHER SERVICE PRESENTATION: DROUGHT / FIRE RISK

---

Ms. Angie Enyedi, Warning Coordinator Meteorologist for the National Weather Service, will provide a presentation on the severe weather conditions currently being experienced in our region related to drought and fire risks.

Ms. Enyedi has been with National Weather Service (NWS) for approximately 24 years, most of it in Jacksonville. She has played a pivotal role, as a lead forecaster, during some of our region's most significant weather events, providing critical impact-based decision support services across the SE Georgia and NE Florida. Her many outreach and preparedness initiatives include helping to establish the nation's first StormReady Supporter school district and developing Florida Tropical Training Week, which has trained thousands across the State. She has also served as an Emergency Response Meteorologist, Incident Meteorologist, and National Hurricane Center Liaison.

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## MEMORANDUM

**DATE:** FEBRUARY 25, 2025  
**TO:** NORTHEAST FLORIDA REGIONAL COUNCIL BOARD OF DIRECTORS  
**VIA:** ELIZABETH PAYNE, CHIEF EXECUTIVE OFFICER   
**FROM:** FARA ILAMI, REGIONAL RESILIENCY MANAGER   
**RE:** COMMUNITY RESILIENCE UPDATE

---

Staff will provide an update on community resilience efforts being facilitated across Northeast Florida, including the Resilient First Coast Collaborative, its Steering Committee, and its Subcommittees. This update will include the following:

- Update on first steps toward the National Fish and Wildlife Foundation grant to assess infrastructure vulnerability and aquatic connectivity for resilience of the First Coast
- Progress on the Northeast Florida Military Installation Readiness Review, including an update on the recent Technical Advisory Committee regarding adaptation planning
- Progress on the Pinecastle and Bugg Spring Military Installation Readiness Review, including an update on the recent kick-off meeting
- Progress on the FY 2025-2026 Regional Resilience Entity Grant from the Florida Department of Protection's Resilient Florida Program, including an update on the recent Resilient First Coast Full Collaborative meeting regarding implementation of the Regional Resilience Action Plan
- Progress on regional project list and final report being compiled for inclusion in the Multiregional Mitigation Assessment and Planning effort
- Highlighting partnership with St. Marys Riverkeeper on St. Marys Resilient Watershed project and implications for Baker and Nassau Counties