

NEFRC

PERSONNEL, BUDGET & FINANCE POLICY COMMITTEE

Meeting

**September 3, 2026
9:00 a.m.**

Northeast Florida Regional Council

Hybrid Meeting
Virtual & In-Person



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



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MEMORANDUM

DATE: SEPTEMBER 3, 2026

TO: NEFRC PERSONNEL, BUDGET & FINANCE COMMITTEE

THRU: ELIZABETH PAYNE, CHIEF EXECUTIVE OFFICER 

FROM:  DONNA STARLING, CHIEF FINANCIAL OFFICER

RE: NEXT COMMITTEE MEETING

The next Personnel, Budget & Finance Policy Committee meeting is scheduled for **November 5, 2026 at 9:00 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.





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Northeast Florida Regional Council

PERSONNEL, BUDGET & FINANCE **POLICY COMMITTEE**

A G E N D A

Zoom Link: <https://nefrc-org.zoom.us/j/87499770491>
Zoom Dial In #: 1-786-635-1003 (or) 1-470-250-9358
Meeting ID: 874 9977 0491

THURSDAY, SEPTEMBER 3, 2026
9:00 a.m.

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

PAGE

1. Call to Order and Roll Call – Chair Condon
2. Pledge of Allegiance and Welcome – Chair Condon
- * 3. Approval of June 2026 Meeting Minutes – Chair Condon Pg 5
- * 4. July 2026 Financial Report – Ms. Starling Pg 8
- * 5. FY 26-27 Board Officers Nominations – Chair Condon Pg 19
6. NEFRC Health Insurance Discussion – Ms. Payne
7. Public Comment – LIMITED TO **3 MINUTES PER SPEAKER**
8. Next Meeting Date: **November 5, 2026**
9. Adjournment

***Denotes Action Item**



PB&F Agenda Item #3

DRAFT Minutes



NORTHEAST FLORIDA REGIONAL COUNCIL

Personnel, Budget & Finance Committee

June 4, 2026

MINUTES

A hybrid meeting of the Personnel, Budget & Finance Committee was held on Thursday, June 4, 2026, at 9:00 a.m. Chair Condon called the meeting to order with the following members present:

Members: Ken Amaro, Jimmy Anderson, Betsy Condon, Andy Dance, Jim Renninger and Christian Whitehurst

Excused: Larry Harvey, John Martin

Staff: Elizabeth Payne, Donna Starling, Tyler Nolen, Annie Sieger, Kenajawa Woody and Sheron Forde

*Approval of Minutes

Chair Condon called for a motion on the May 7, 2026 draft meeting minutes. Councilmember Amaro motioned to approve the May 7, 2026 Meeting Minutes; seconded by Commissioner Anderson. Motion carried.

*April 2026 Financial Report

Ms. Starling presented the April 2026 Financial Report reflecting a net loss of \$12,889 for the month, with a year-to-date net income of \$29,123. The loss is primarily due to payment of the approved donation to the James Bennett scholarship and Council membership dues. She directed the Members' attention to the financial statements provided, which was not included in the preliminary packet. Staff continues to review the best way to reflect the budget percentages utilized to date. A brief discussion followed.

Chair Condon called for a motion. Commissioner Anderson motioned to approve the April 2026 Financial Report; seconded by Commissioner Whitehurst. Motion carried.

*FY 25/26 Proposed Amended Budget

Ms. Starling reminded the Members of the timeline in which the Council prepares and adopts its budget. Based on that timeline staff predicted a deficit of approximately \$70,000, which would be balanced using general funds if no further funding were received. Ms. Starling stated that the provided FY 25/26 proposed amended budget reflects that additional funding was received that covered the initial deficit. She provided an overview of the proposed amended and highlighted the revenues at \$3,647,573, an increase of \$171,159; and total expenses at \$3,621,367, an increase of \$70,252. However, she stated that several grants are ending this year, i.e., the Military Installation Readiness Review and the South Atlantic Salt Marsh Initiative. Discussion followed.

Chair Condon called for a motion. Commissioner Dance motioned to approve the FY 26/27 proposed amended budget; seconded by Councilmember Amaro. Motion carried.

*FY 26/27 Proposed Budget

Again, Ms. Starling informed the Members of the timeline regarding the Council's budget adoption and the start of its fiscal year. She provided an overview of the FY 26/27 proposed budget with estimated revenues at \$2,745,067 and expenses at \$2,917,588; reflecting a deficit of \$172,521. Again, if no additional funding is received prior to October 1st, the budget will be balanced with funds from the general fund. Staff shared the grants applied for and pending that, if awarded, would more than cover the shortfall. Discussion followed, including the implications of the proposed property tax reform amendment pending.

Councilmember Amaro suggested that staff create alternative scenarios in preparation for reduced/loss of dues. **Commissioner Anderson** agreed with the suggestion.

The Members also discussed how the Council has saved the Counties money by not raising the dues since 2018. It was suggested that staff prepare a document showing what the fee would have been if the population was increased each year. Ms. Payne stated that staff will work on the suggestions/recommendations and bring them to the Executive Committee's August meeting.

Chair Condon called for a motion. Councilmember Amaro motioned to approve the FY 26/27 proposed budget; seconded by Commissioner Anderson. Motion carried.

Upcoming CEO Evaluation / Contract Renewal Reminder

Ms. Payne informed the Members that staff will be emailing the CEO evaluation in early July for consideration by the Executive Committee at its August meeting. She encourages the Members to please complete the evaluation as she welcomes their feedback. Discussion followed.

Public Comment: None

Next Meeting: Thursday, September 3, 2026.

Adjournment: Meeting adjourned at 9:51 a.m.

Betsy Condon
Chair

Elizabeth Payne
Chief Executive Officer

PB&F Agenda Item #4

**Financial Report
July 2026**



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MEMORANDUM

DATE: AUGUST 26, 2026

TO: NORTHEAST FLORIDA REGIONAL COUNCIL BOARD OF DIRECTORS

THRU: ELIZABETH PAYNE, CHIEF EXECUTIVE OFFICER 

FROM: ^{DS}
DONNA STARLING, CHIEF FINANCIAL OFFICER

RE: JULY 2026 FINANCIAL REPORT

The Northeast Florida Regional Council posted a Net Income of \$5,385 for the month of July and a Year-to-Date Net Income of \$26,825.



Regional Council - Agencywide	Adopted Amended Budget 25/26	July 2026	YTD	Represents 83% of Fiscal Year	Budget Variance
Revenues					
County Dues	\$ 694,757	57,896	578,964	83%	0%
Local Government Technical Assistance	\$ 313,943	15,367	244,893	78%	-5%
Transportation Disadvantaged (TD)	\$ 203,095	18,297	176,960	87%	4%
Hazardous Analysis	\$ 9,317	2,737	8,554	92%	9%
Local Emergency Preparedness Committee (LEPC)	\$ 90,000	6,037	53,800	60%	-23%
Hazardous Materials Emergency Preparedness (HMEP) Program	\$ 75,557	-	38,813	51%	-32%
Florida Department of Environmental Protection (FDEP)	\$ 183,955	-	183,955	100%	17%
Small Quantity Generator (SQG) Program	\$ 4,998	-	4,760	95%	12%
Healthcare Coalition	\$ 751,974	27,077	649,600	86%	3%
CDBG North Florida Resiliency Plan	\$ 18,532	-	18,533	100%	17%
CDBG Mitigation Assessment and Planning	\$ 43,647	2,695	32,448	74%	-9%
Military Installation Resilience Review (MIRR)	\$ 744,556	117,662	561,924	75%	-8%
Pinecastle MIRR-East Central Florida RPC	\$ 35,000	6,068	31,877	91%	8%
National Fish Wildlife Foundation (NFWF) Aquatic Connectivity	\$ 55,000	2,551	18,503	34%	-49%
NFWF South Atlantic Salt Marsh Initiative (SASMI)	\$ 154,917	7,413	36,304	23%	-60%
Economic Development Administration (EDA)-CEDS	\$ 72,988	8,711	67,379	92%	9%
Economic Development Administration (EDA)-Visioning	\$ 91,000	1,350	64,825	71%	-12%
USDA Shrimp Grant	\$ 20,000	10,712	19,380	97%	14%
Community Foundation	\$ 25,000	-	5,692	23%	-60%
Regional Leadership Academy (RLA)	\$ 11,250	612	7,587	67%	-16%
Other Revenue	\$ 48,087	291	42,251	88%	5%
TOTAL REVENUES	\$ 3,647,573	\$ 285,476	\$ 2,847,004	78%	
TRANSFER FROM GENERAL FUND	\$ (26,206)	\$ (5,385)	\$ (26,825)		
TOTAL REVENUE/GENERAL FUND	\$ 3,621,367	\$ 280,091	\$ 2,820,179	78%	
Expenses					
Salaries and Fringe	\$ 1,801,552	128,271	1,483,135	82%	-1%
Contract/Grant Direct Expenses	\$ 1,362,181	118,130	976,287	72%	-11%
Indirect - Allocated Expenses*	\$ 205,748	15,671	168,436	82%	-1%
General Fund Expense*	\$ 251,886	18,018	192,322	76%	-7%
TOTAL EXPENSES	\$ 3,621,367	\$ 280,091	\$ 2,820,179	78%	
Net Income (loss)		5,385	\$ 26,825		

Northeast Florida Regional Council
Balance Sheet
July 2026

	FY 24/25 July 2025	FY 25/26 July 2026
ASSETS		
Cash	2,059,197	2,024,501
Accounts Receivable	919,305	983,815
Pension Deferred Outflows	498,205	410,690
Prepaid Insurance	-	4,351
Total Current Assets	3,476,706	3,423,357
Property and Equipment:		
Office Furniture and Equipment	263,274	261,264
Less Accumulated Depreciation	178,813	196,963
Total Property and Equipment, net	84,461	64,300
Total Assets	3,561,168	3,487,657
LIABILITIES		
Accounts Payable	4,417	29,853
Accrued Salaries and Leave	126,070	74,413
Deferred Revenue	158,906	139,237
Pension Liability	1,417,225	1,195,979
Pension Deferred Inflows	124,127	237,876
Total Liabilities	1,830,744	1,677,358
EQUITY		
Equity and Other Credits:		
Retained Earnings	1,730,423	1,810,300
Total Equity and Other Credits	1,730,423	1,810,300
Total Liabilities, Equity and Other Credits	3,561,168	3,487,657

YTD Comparison

	24/25 Net Income (Loss)	25/26 Net Income (Loss)	24/25 Cash Balance	25/26 Cash Balance
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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	\$ 49,492	\$ 2,277,517	\$ 2,425,514
March	\$ 38,434	\$ 42,012	\$ 2,198,028	\$ 2,305,115
April	\$ 69,564	\$ 29,123	\$ 2,278,340	\$ 2,315,731
May	\$ 87,552	\$ 22,788	\$ 2,146,440	\$ 2,174,215
June	\$ 110,620	\$ 21,440	\$ 1,850,194	\$ 1,920,995
July	\$ 134,457	\$ 26,825	\$ 2,059,197	\$ 2,024,501
August	\$ 139,321		\$ 2,315,611	
September	\$ 167,526		\$ 2,169,810	



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MEMORANDUM

DATE: AUGUST 26, 2026
TO: NORTHEAST FLORIDA REGIONAL COUNCIL BOARD OF DIRECTORS
THRU: ELIZABETH PAYNE, CHIEF EXECUTIVE OFFICER *EP*
FROM: ^{D.S.} DONNA STARLING, CHIEF FINANCIAL OFFICER
RE: JULY 2026 INVESTMENT REPORT

Bank Account Interest

	<u>FY 24/25</u>	<u>FY 25/26</u>
July Interest	\$ 1,448	\$ 3,197
Year to Date Interest	\$ 13,994	\$ 30,971

Florida Local Government Investment Trust

	<u>FY 24/25</u>	<u>FY 25/26</u>
Current Balance	\$ 20,082	\$20,765



Program Detail Report, July 2026

Program	Source	Performance	Amount	Description
Transportation Disadvantaged (TD)	State	07/01/26-06/30/27	206,186	Yearly contract with FDOT
Hazardous Analysis	State	07/01/26-06/30/27	8,904	Yearly contract with FDEM
Local Emergency Preparedness Committee (LEPC)	State	07/01/26-06/30/27	90,000	Yearly contract with FDEM
Hazardous Materials Emergency Preparedness (HMEP) Program	State	10/01/25-09/30/26	75,558	Yearly contract with FDEM
Small Quantity Generator (SQG) Program	State	04/23/26-06/04/27	5,000	Yearly contract with FDEP
Healthcare Coalition	State	07/01/26-06/30/27	809,077	Yearly contract as part of a multi-user agreement with FDOH
Military Installation Resilience Review (MIRR)	Federal	09/01/24-09/30/26	1,009,099	One time grant from US Department of War
Pinecastle MIRR-East Central Florida RPC	Federal	10/01/25-06/30/27	150,000	One time grant -subcontract from ECFRPC
National Fish Wildlife Foundation (NFWF) Aquatic Connectivity	Federal	01/01/26-12/31/28	399,593	One time grant - three years, partnering with UNF and JU
NFWF South Atlantic Salt Marsh Initiative (SASMI)	Federal	03/01/24-09/30/26	196,733	One time grant - partnering with NFLT
Economic Development Administration (EDA)-Visioning	Federal	01/01/25-12/31/29	500,000	One time supplemental funding - 5 year grant
USDA Food Promotion-Shrimp Grant	Federal	03/01/26-02/29/28	100,000	One time grant - two year grant agreement

Vendor Payments-July 2026

Check Date	Check#	Vendor	Amount
07/01/2026	2513	FICA & Federal Tax Payment	10,572.83
07/10/2026	2515	Georgia Department of Revenue	137.79
07/10/2026	2517	AFLAC	1016.00
07/10/2026	2518	Auto-Owners Insurance	231.94
07/10/2026	2519	Auto-Owners Insurance	85.00
07/10/2026	2520	Empower Retirement	260.00
07/10/2026	2521	Grants Management Systems	330.00
07/10/2026	2522	TeamKeeper, Computer Software Innovations LLC	121.38
07/10/2026	2523	T-Mobile	403.44
07/10/2026	516027	Office of Public Parking	1548.00
07/10/2026	DD-443	City of Jacksonville - Employee Benefits	7624.62
07/10/2026	DD-442	Douglas Law Firm	3000.00
07/10/2026	DD-441	JB duPont Center, LLC	8884.80
07/10/2026	DD-440	Kairos Digital LLC	270.00
07/10/2026	DD-439	SGS Technologie, LLC	380.00
07/10/2026	DD-438	The Florida Times Union	265.52
07/13/2026	2514	Department of Revenue-Unemployment	308.92
07/15/2026	2516	Regions Bank	6,068.63
07/17/2026	2524	FICA & Federal Tax Payment	10284.37
07/24/2026	2525	Empower Retirement	260.00
07/24/2026	2526	Northwestern Mutual	441.79
07/24/2026	516028	Marcus Grabert	349.68
07/24/2026	DD-450	Apex Workplace Solutions	194.31
07/24/2026	DD-449	CFX Office Technology	1,472.63
07/24/2026	DD-448	City of Jacksonville - Employee Benefits	7624.62
07/24/2026	DD-447	Iventure Solutions Inc.	4,872.57
07/24/2026	DD-446	Jacobs Engineering Group, Inc.	110113.83
07/24/2026	DD-445	Richard L. Knoff	335.44
07/24/2026	DD-444	Raftelis Financial Consultants, Inc.	7,225.00
07/31/2026	2527	FICA & Federal Tax Payment	10,665.50
		July Vendor Payments	195,348.61



Regions Bank
Jurlington Creek
522 State Road 13
St. Johns, FL 32259

NORTHEAST FLORIDA REGIONAL COUNCIL
OPERATING ACCOUNT
NORTHEAST FLORIDA REGIONAL PLANNING COUN
REGIONAL LEADERSHIP ACADEMY RLA
REGIONAL COMMUNITY INSTITUTE RCI
40 E ADAMS ST STE 320
JACKSONVILLE FL 32202-3357

ACCOUNT #



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PUBLIC FUNDS ANALYZED CHECKING

July 1, 2026 through July 31, 2026

SUMMARY

Beginning Balance	\$656,701.53	Minimum Balance	\$641,016
Deposits & Credits	\$405,515.99 +		
Withdrawals	\$267,459.87 -		
Fees	\$242.90 -		
Automatic Transfers	\$0.00 +		
Checks	\$3,371.48 -		
Ending Balance	\$791,143.27		

DEPOSITS & CREDITS

07/01	Legacy Philanthr Receivable Northeast Flor 026lqagrk20ffsh	12,365.21
07/03	Town of Interlac Interlache Nefrc T Interlachen	5,014.00
07/10	City of Jacksonv 07/09/2026 Northeast Flor 60315047	97,668.25
07/10	Deposit - Thank You	25,974.48
07/16	Deposit - Thank You	33,000.00
07/17	Clay County Boar Vendor Northeast Flor Sup-1000187	21,733.50
07/17	ST. Johns County ACH Via Pw Northeast FL. Sup-001385	24,471.00
07/17	Return Settle Return Retire -Sett-Access	1,888.51
07/22	State of Florida Payments 0007northeast 175262680025668	498.48
07/22	Deposit - Thank You	21,462.25
07/24	Hhs2 Treas 310 Misc Pay Northeast Flor 591745473750105	154,338.28
07/30	Deposit - Thank You	2,840.25
07/31	State of Florida Payments 0007northeast 175262680050650	4,261.78
Total Deposits & Credits		\$405,515.99

WITHDRAWALS

07/01	IRS USATAXPYMT Northeast Flor 220658223751319	10,572.83
07/07	Regions Bank Prefunddbt 591745473 Cmain	20,424.94
07/13	Harris Systems U N Harris C Northeast Flor Sigt6bwdup	121.38
07/13	Georgia Its Tax GA TX Pymt Northeast Flor 2138328272	137.79
07/13	Empower Empower 0005northeast 700497535437	260.00
07/13	Fla Dept Revenue Cut Northeast Flor 285253036	308.92
07/13	T-Mobile Fdc Paymen Northeast Flo 6666902	403.44
07/13	AFLAC Columbus Achpmt Y567945341701 124011585	1,016.00

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or visit us on the Internet at www.regions.com. (TTY/TDD 1-800-374-5791)



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2026 Regions Bank Member FDIC. All loans subject to credit approval.



Regions Bank
Jurlington Creek
522 State Road 13
St. Johns, FL 32259

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OPERATING ACCOUNT
NORTHEAST FLORIDA REGIONAL PLANNING COUN
REGIONAL LEADERSHIP ACADEMY RLA
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40 E ADAMS ST STE 320
JACKSONVILLE FL 32202-3357

ACCOUNT #

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WITHDRAWALS (CONTINUED)

07/14	Regions Bank	Prefunddbt 591745473	Dstarling	35,999.52
07/14	Auto-Owners	Ins. Prem Northeast Flor		85.00
07/14	Auto-Owners	Ins. Prem Northeast Flor		231.94
07/14	Gmsinc	Webpayment Northeast Flor		330.00
07/15	Regions Bank	Achautopay NE FL Regional 471575999707336		6,068.63
07/17	IRS	USATAXPYMT Northeast Flor 220659804772668		10,284.37
07/22	Regions Bank	Prefunddbt 591745473	Dstarling	1,888.51
07/22	Regions Bank	Prefunddbt 591745473	Cmain	131,838.40
07/27	Empower	Empower 0005northeast 708663158004		260.00
07/27	Northwestern	ach Web Pmt Planning Counc 976330968		441.79
07/28	Regions Bank	Prefunddbt 591745473	Dstarling	36,120.91
07/31	IRS	USATAXPYMT Northeast Flor 220661250103505		10,665.50
Total Withdrawals				\$267,459.87

FEES

07/09	Analysis Charge	06-26	242.90
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CHECKS

Date	Check No.	Amount	Date	Check No.	Amount
07/02	102273	1,823.48	07/20	516027 *	1,548.00
Total Checks				\$3,371.48	

* Break In Check Number Sequence.

DAILY BALANCE SUMMARY

Date	Balance	Date	Balance	Date	Balance
07/01	658,493.91	07/13	762,411.79	07/22	677,191.16
07/02	656,670.43	07/14	725,765.33	07/24	831,529.44
07/03	661,684.43	07/15	719,696.70	07/27	830,827.65
07/07	641,259.49	07/16	752,696.70	07/28	794,706.74
07/09	641,016.59	07/17	790,505.34	07/30	797,546.99
07/10	764,659.32	07/20	788,957.34	07/31	791,143.27

You may request account disclosures containing
terms, fees, and rate information (if applicable)
for your account by contacting any Regions office.



Regions Bank
Jurlington Creek
522 State Road 13
St. Johns, FL 32259

NORTHEAST FLORIDA REGIONAL COUNCIL
MONEY MARKET
40 E ADAMS ST STE 320
JACKSONVILLE FL 32202-3357

ACCOUNT #



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PUBLIC FUNDS MONEY MARKET

July 1, 2026 through July 31, 2026

SUMMARY

Beginning Balance	\$106,489.56	Minimum Balance	\$109,546
Deposits & Credits	\$3,056.79 +	Annual Percentage Yield Earned	0.01%
Net Interest Earned	\$0.93 +	Interest This Period	\$0.93
Withdrawals	\$0.00 -	Average Collected Balance	\$109,546.35
Fees	\$0.00 -	2026 YTD Interest	\$6.08
Automatic Transfers	\$0.00 +		
Checks	\$0.00 -		
Ending Balance	\$109,547.28		

DEPOSITS & CREDITS

07/01	Mutual Fund Dividend	Ctre03 Fidelity Treasury Only Portfol	3,056.79
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INTEREST

07/31	Interest Payment	0.93
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DAILY BALANCE SUMMARY

Date	Balance	Date	Balance
07/01	109,546.35	07/31	109,547.28

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PB&F Agenda Item #5

FY 26-27 Board Officer Nominations



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MEMORANDUM

DATE: AUGUST 26, 2026

TO: NORTHEAST FLORIDA REGIONAL COUNCIL BOARD OF DIRECTORS

THRU: PERSONNEL, BUDGET & FINANCE POLICY COMMITTEE

FROM: ELIZABETH PAYNE, CHIEF EXECUTIVE OFFICER 

RE: FY 26-27 BOARD OFFICERS NOMINATION

The Personnel, Budget and Finance Policy Committee will nominate a slate of officers for the upcoming 2026-27 year. It will then go to the full Board of Directors for approval, with the 2026-2027 Officers being seated at the October 1, 2026 Board Meeting – in Flagler County.

