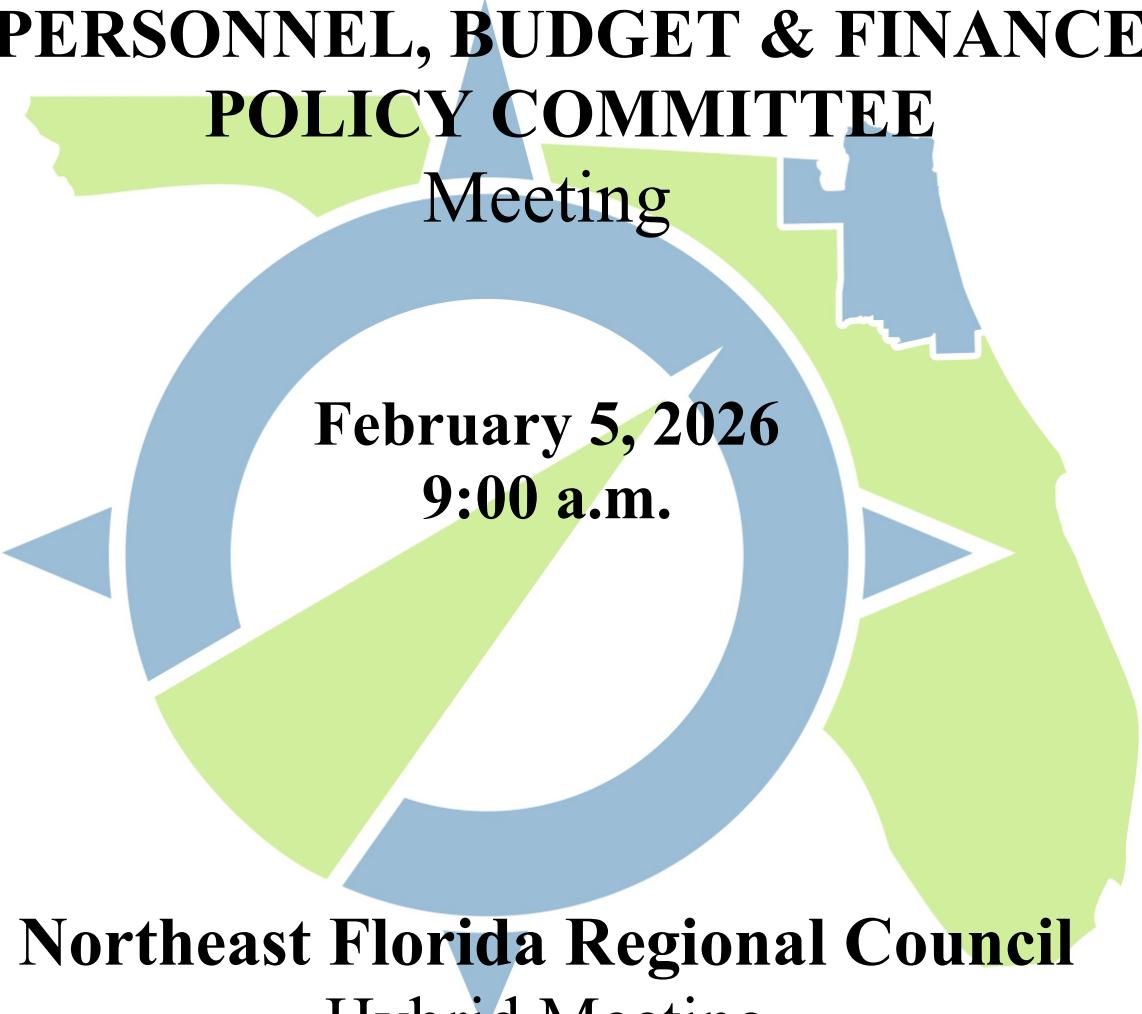


NEFRC

**PERSONNEL, BUDGET & FINANCE
POLICY COMMITTEE**
Meeting



February 5, 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
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info@nefrc.org

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MEMORANDUM

DATE: FEBRUARY 5, 2026

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

THRU: ELIZABETH PAYNE, CHIEF EXECUTIVE OFFICER *EP*

FROM: DONNA STARLING, CHIEF FINANCIAL OFFICER *DS*

RE: **NEXT COMMITTEE MEETING**

The next Personnel, Budget & Finance Policy Committee meeting is scheduled for **March 5, 2026 at 9:00 a.m.** at the Northeast Florida Regional Council, 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, FEBRUARY 5, 2026
9:00 a.m.

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

TAB

1. Call to Order and Roll Call – Vice Chair Martin
2. Pledge of Allegiance and Welcome – Vice Chair Martin
3. Invitation to Speak – Vice Chair Martin

Members of the public are welcome and encouraged to speak on any item brought before the Council and will be recognized during public comments.

* 4. Approval of October 2, 2025 Meeting Minutes – Vice Chair Martin	1
* 5. December 2025 Financial Report – Ms. Starling	2
* 6. FY 24-25 Audit – Zach Chalifour, James Moore & Company	3
* 7. NEFRC Fiscal Year 24-25 Closeout – Ms. Starling	4
* 8. Board Officer Nominations – Ms. Payne	5
• President	
• Secretary / Treasurer	
* 9. Healthcare Coalition Expenditure Request – Ms. Wilsey	6
10. Revised Financial Policies – Ms. Payne	7



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

12. Next Meeting Date: **March 5, 2026**

13. Adjournment

***Denotes Action Item**



Agenda

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NORTHEAST FLORIDA REGIONAL COUNCIL

Personnel, Budget & Finance Committee

October 2, 2025

MINUTES

A hybrid meeting of the Personnel, Budget & Finance Committee was held on Thursday, October 2, 2025, at 9:03 a.m. **Chair Register** called the meeting to order with the following members present:

Members: Ken Amaro, James Bennett, Betsy Condon, Andy Dance, John Martin, Clay Murphy, Darryl Register, and Jim Renninger

Staff: Eric Anderson, Elizabeth Payne, Donna Starling, Tyler Nolen, Kenajawa Woody and Sheron Forde

Invitation to Speak

Chair Register announced that the public is welcome to speak on any item brought before the Committee.

*Approval of Minutes

Chair Register called for a motion on the September 4, 2025 Meeting Minutes. Commissioner Martin motioned to approve the September 4, 2025 Meeting Minutes; seconded by Councilmember Amaro. Motion carried.

*August 2025 Financial Report

Ms. Starling presented the August 2025 Financial Report reflecting a net income of \$4,864 for the month, with a year-to-date net income of \$139,321. A brief discussion followed.

Chair Register called for a motion on the August 2025 Financial Report. Commissioner Murphy motioned to approve the August 2025 Financial Report; seconded by Commissioner Bennett. Motion carried.

2nd Vice President Nomination

Chair Register reminded the Members of the decision to leave the 2nd Vice President position vacant until the outcome of the City of Jacksonville's consideration to withdraw for the Regional Council was finalized. Now that it has and Jacksonville remains a member; to complete the slate of officers for the NEFRC, Councilmember Amaro is put forward as the nominee for the 2nd Vice President position. **Councilmember Amaro accepted the nomination.** A brief discussion followed.

Chair Register called for a motion. Commissioner Martin nominated Councilmember Amaro as 2nd Vice President; seconded by Commissioner Bennett. Motion carried.

FY 25-26 Discussion

Ms. Payne shared information on the final actions of the City of Jacksonville's passing of the

budget. The City will remain a member in FY 25-26 and pay dues during the fiscal year. She reminded the Members of the upcoming Strategic Session during the November Board meeting, at which time the Board can discuss ideas on increasing our presence across the Region, including the City of Jacksonville.

It was the consensus of the Members that the City of Jacksonville is an important part of the Region as a whole and it is critical they remain a member of the Regional Council.

Next Meeting Date: Thursday, February 5, 2026.

Adjournment: Meeting adjourned at 9:45 a.m.

John Martin
Vice Chair

Elizabeth Payne
Chief Executive Officer

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MEMORANDUM

DATE: JANUARY 28, 2026

To: NORTHEAST FLORIDA REGIONAL COUNCIL BOARD OF DIRECTORS

VIA: NEFRC PERSONNEL, BUDGET & FINANCE COMMITTEE

THRU: ELIZABETH PAYNE, CHIEF EXECUTIVE OFFICER *EP*

FROM: DONNA STARLING, CHIEF FINANCIAL OFFICER *DS*

RE: DECEMBER 2025 FINANCIAL REPORT

The Northeast Florida Regional Council posted a Net Income of \$9,910 for the month of December and a Year-to-Date Net Income of \$28,937.



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Regional Council - Agencywide	Adopted Budget 24/25	December 2025	YTD	Represents 25% of Fiscal Year	Budget Variance
Revenues					
County Dues	\$ 694,757	57,896	173,689	25%	0%
Local Government Technical Assistance	\$ 302,632	25,704	70,633	23%	-2%
Transportation Disadvantaged (TD)	\$ 212,000	17,003	51,569	24%	-1%
Hazardous Analysis	\$ 8,500	977	2,379	28%	3%
Local Emergency Preparedness Committee (LEPC)	\$ 90,000	5,574	22,726	25%	0%
Hazardous Materials Emergency Preparedness (HMEP) Program	\$ 80,000	11,925	11,925	15%	-10%
Small Quantity Generator (SQG) Program	\$ 5,000	-	-	0%	-25%
Florida Department of Health	\$ 17,000	-	-	0%	-25%
Healthcare Coalition	\$ 748,712	43,424	118,624	16%	-9%
CDBG North Florida Resiliency Plan	\$ 18,265	-	18,533	101%	76%
CDBG Mitigation Assessment and Planning	\$ 43,075	1,336	6,557	15%	-10%
Military Installation Resilience Review (MIRR)	\$ 719,099	8,778	26,203	4%	-21%
Pinecastle MIRR-East Central Florida RPC	\$ -	1,114	2,661	0%	-25%
National Coastal Resilience Program	\$ 150,774	2,233	5,928	4%	-21%
Florida Department of Environmental Protection (FDEP)	\$ 100,000	10,436	40,106	40%	15%
Economic Development Administration (EDA)-CEDS	\$ 80,000	10,641	34,377	43%	18%
Economic Development Administration (EDA)-Visioning	\$ 160,000	12,187	23,880	15%	-10%
Community Foundation	\$ 25,000	-	-	0%	-25%
Black History Museum	\$ -	57	2,821	0%	-25%
Regional Leadership Academy (RLA)	\$ 5,950	-	-	0%	-25%
Other Revenue	\$ 15,650	3,210	9,865	63%	38%
TOTAL REVENUES	\$ 3,476,414	\$ 212,496	\$ 622,475		18%
TRANSFER FROM GENERAL FUND	\$ 74,701	\$ (9,910)	\$ (28,937)		
TOTAL REVENUE/GENERAL FUND	\$ 3,551,115	\$ 202,586	\$ 593,538		17%
Expenses					
Salaries and Fringe	\$ 1,783,783	139,332	446,820	25%	0%
Contract/Grant Direct Expenses	\$ 1,341,025	29,130	42,563	3%	-22%
Indirect - Allocated Expenses*	\$ 211,280	17,171	57,494	27%	2%
General Fund Expense*	\$ 215,027	16,953	46,660	22%	-3%
TOTAL EXPENSES	\$ 3,551,115	\$ 202,586	\$ 593,538		17%
Net Income (loss)		9,910	\$ 28,937		

Northeast Florida Regional Council
 Balance Sheet
 December 2025

	<u>FY 24/25</u> <u>December 2024</u>	<u>FY 25/26</u> <u>December 2025</u>
ASSETS		
Cash	2,012,370	2,229,715
Accounts Receivable	675,923	673,577
Pension Deferred Outflows	425,550	498,205
Prepaid Insurance	-	19,578
Total Current Assets	<u>3,113,843</u>	<u>3,421,075</u>
Property and Equipment:		
Office Furniture and Equipment	<u>261,430</u>	<u>267,564</u>
Less Accumulated Depreciation	<u>161,953</u>	<u>191,222</u>
Total Property and Equipment, net	<u>99,477</u>	<u>76,342</u>
Total Assets	<u><u>3,213,320</u></u>	<u><u>3,497,417</u></u>
LIABILITIES		
Accounts Payable	3,868	6,572
Accrued Salaries and Leave	116,164	128,091
Deferred Revenue	18,391	28,972
Pension Liability	1,355,550	1,417,225
Pension Deferred Inflows	49,234	124,127
Total Liabilities	<u><u>1,543,207</u></u>	<u><u>1,704,987</u></u>
EQUITY		
Equity and Other Credits:		
Retained Earnings	1,670,113	1,792,430
Total Equity and Other Credits	<u><u>1,670,113</u></u>	<u><u>1,792,430</u></u>
Total Liabilities, Equity and Other Credits	<u><u><u>3,213,320</u></u></u>	<u><u><u>3,497,417</u></u></u>

YTD Comparison

	24/25		25/26		24/25		25/26
	Net Income (Loss)		Net Income (Loss)		Cash Balance		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				\$ 2,407,132		
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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M E M O R A N D U M

DATE: JANUARY 28, 2026

TO: NORTHEAST FLORIDA REGIONAL COUNCIL BOARD OF DIRECTORS

VIA: NEFRC PERSONNEL, BUDGET & FINANCE COMMITTEE

THRU: ELIZABETH PAYNE, CHIEF EXECUTIVE OFFICER *EP*

FROM: DONNA STARLING, CHIEF FINANCIAL OFFICER *DS*

RE: DECEMBER 2025 INVESTMENT REPORT

Bank Account Interest

	<u>FY 24/25</u>	<u>FY 25/26</u>
December Interest	\$ 1,455	\$ 3,142
Year to Date Interest	\$ 4,177	\$ 9,635

Florida Local Government Investment Trust

	<u>FY 24/25</u>	<u>FY 25/26</u>
Current Balance	\$ 19,486	\$ 20,562



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MEMORANDUM

DATE: JANUARY 28, 2026

To: NORTHEAST FLORIDA REGIONAL COUNCIL BOARD OF DIRECTORS

VIA: NEFRC PERSONNEL, BUDGET & FINANCE POLICY COMMITTEE

THRU: ELIZABETH PAYNE, CHIEF EXECUTIVE OFFICER *EP*

FROM: *DS* DONNA STARLING, CHIEF FINANCIAL OFFICER

RE: FISCAL YEAR 2024/2025 AUDIT

The Fiscal Year 2024/2025 audit will be presented at the February 5, 2026 Personnel, Budget & Finance Policy Committee meeting by our auditors, James Moore and Company.

If you have any questions, please feel free to contact me.



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Northeast Florida Regional Council

Audit for the Year Ended

September 30, 2025

Overview

- ❖ Thank You
- ❖ Audit Process

Required Communications

- ❖ Our Responsibility in Relation to Financial Statement Audit
- ❖ Significant Risks Considered
 - Management Override, Improper Revenue Recognition, Use of Restricted Resources
- ❖ Significant Estimates and/or Disclosures
 - Right-to-use office lease (\$348,602) – (Note 5)
 - Net Pension Liability (\$1,195,979) – (Note 9)
- ❖ Corrected and/or Uncorrected Audit Adjustments
 - None
- ❖ Significant Difficulties Performing Audit, Disagreements with Management
 - None

Audit Reports

- ❖ Report on Financial Statements (page 1): Unmodified Opinion
- ❖ Report on Compliance for Major Federal Programs (page 42): Unmodified Opinion
- ❖ Report on Internal Control and Compliance (page 45): No Material Weaknesses

Financial Highlights

- ❖ Grant Revenues - \$2,336,134
- ❖ Total Fund Balance - \$2,799,731
- ❖ Total Net Position - \$1,783,474

Questions



Zach Chalifour, CPA
Partner
www.jmco.com
386.257.4100
Zach.Chalifour@jmco.com



Financial Snapshot

Balance Sheet (page 12)

ASSETS

Cash and cash equivalents	\$ 2,169,810
Receivables, net	821,963
Total assets	\$ 2,991,773

LIABILITIES

Accounts payable and accrued liabilities	\$ 121,203
Accrued salaries	40,788
Unearned revenues	30,051
Total liabilities	192,042

FUND BALANCES

Unassigned	2,799,731
Total fund balances	2,799,731
Total liabilities and fund balances	\$ 2,991,773

Statement of Revenues and Expenditures w/Budget (page 31)

	Budgeted Amounts			Variance with Final Budget - Positive (Negative)
	Original	Final	Actual	
Revenues				
County assessments	\$ 694,757	\$ 694,757	\$ 694,757	\$ -
Federal grants	1,855,791	1,448,455	1,434,659	(13,796)
State grants	436,972	526,786	528,435	1,649
Local government	397,796	383,184	373,040	(10,144)
Regional Leadership Academy	4,900	5,950	7,000	1,050
Interest income (loss)	-	-	18,941	18,941
Other	194,302	138,967	130,744	(8,223)
Total revenues	3,584,518	3,198,099	3,187,576	(10,523)
Expenditures				
Current:				
Personnel service	1,552,873	1,454,489	1,487,334	(32,845)
Direct charges	1,481,636	1,155,719	1,055,778	99,941
Indirect charges	511,765	476,174	446,925	29,249
Total expenditures	3,546,274	3,086,382	2,990,037	96,345
Net change in fund balances	38,244	111,717	197,539	(85,822)
Fund balances, beginning of year	2,602,192	2,602,192	2,602,192	-
Fund balances, end of year	\$ 2,640,436	\$ 2,713,909	\$ 2,799,731	\$ (85,822)

FY 2024/2025 Audit
9/30/2026 Financial Statement

NORTHEAST FLORIDA REGIONAL COUNCIL

FINANCIAL STATEMENTS

SEPTEMBER 30, 2025

NORTHEAST FLORIDA REGIONAL COUNCIL
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INDEPENDENT AUDITORS' REPORT

To the Board of Directors,
Northeast Florida Regional Council:

Report on the Audit of the Financial Statements

Opinions

We have audited the financial statements of the governmental activities and the general fund of the Northeast Florida Regional Council (the Council), as of and for the year ended September 30, 2025, and the related notes to the financial statements, which collectively comprise the Council's basic financial statements as listed in the table of contents.

In our opinion, the accompanying financial statements present fairly, in all material respects, the respective financial position of the governmental activities and general fund of the Council as of September 30, 2025, and the respective changes in financial position thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards* (GAS), issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Council and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Implementation of New Accounting Standard

As discussed in Note 10 to the financial statements, the Council adopted the provisions of the Governmental Accounting Standards Board (GASB) Statement No. 101, Compensated Absences, (GASB 101). Our opinion is not modified with respect to this matter.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Council's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and GAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS and GAS, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Councils' internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Council's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and required supplementary information, as listed in the table of contents, be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Council's basic financial statements. The accompanying schedule of expenditures of federal awards as required by Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance) is presented for purposes of an additional analysis and is not a required part of the basic financial statements.

The schedule of expenditures of federal awards is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

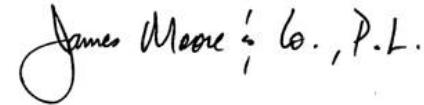
Other Information

Management is responsible for the other information included in the financial statements. The other information comprises the cost allocation and detail for schedule of revenues, expenditures and changes in fund balance but does not include the basic financial statements and our auditors' report thereon. Our opinions on the basic financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon. In connection with our audit of the financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected misstatement of the other information exists, we are required to describe it in our report.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated February 5, 2026, on our consideration of the Council's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Council's internal control over financial reporting and compliance.

Daytona Beach, Florida
February 5, 2026

A handwritten signature in black ink that reads "James Moore, P.L." The signature is fluid and cursive, with "James" on the top line and "Moore, P.L." on the bottom line.

**NORTHEAST FLORIDA REGIONAL COUNCIL
MANAGEMENT'S DISCUSSION AND ANALYSIS
SEPTEMBER 30, 2025**

As management of the Northeast Florida Regional Council (Council), we offer readers of the Council's financial statements this narrative overview and analysis of the financial activities of the Council for the fiscal year 2024-2025. We encourage readers to read the information presented here in conjunction with additional information furnished in the Council's financial statements, which follow this narrative.

FINANCIAL HIGHLIGHTS

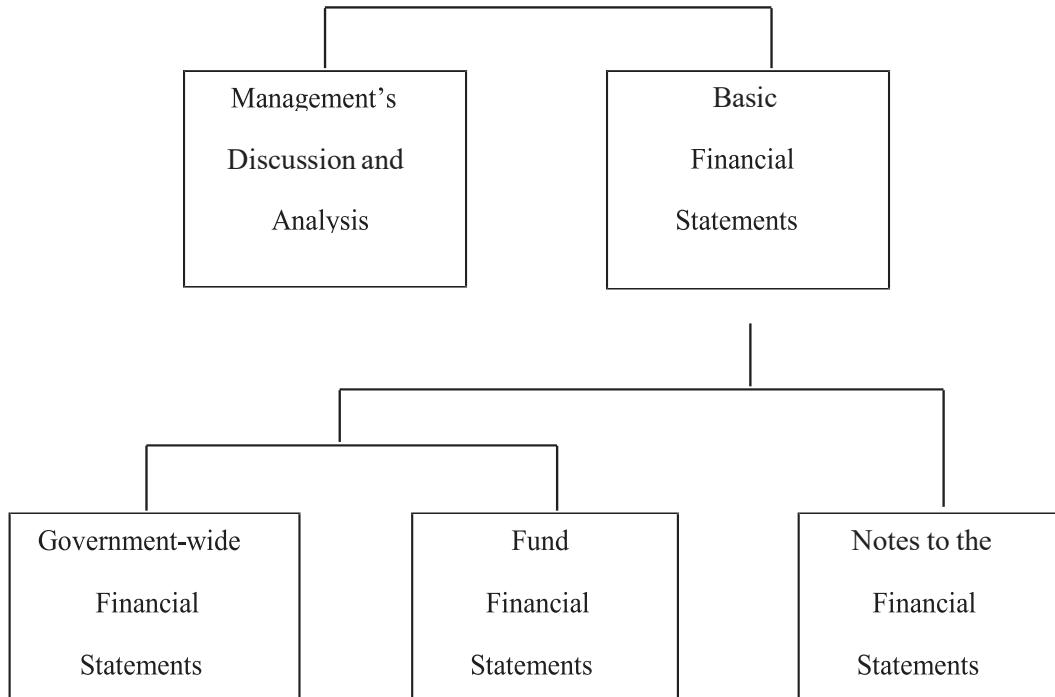
- The assets and deferred outflow of resources of the Council exceeded its liabilities and deferred inflow of resources at the close of the fiscal year by \$1,783,474.
- The Council's net position increased by \$187,508 .
- The Council's total assets increased by \$147,561.
- The Council's total liabilities decreased by \$241,211.
- The Council received a grant from the Office of Local Defense Community Cooperation of the U.S. Department of Defense totaling \$1,009,099 to conduct a Military Installation Readiness Review for the four installations in Northeast Florida.
- The Council received a \$500,000 multi-year grant from the Department of Commerce Economic Development Administration to provide support to our local governments impacted by Hurricanes Helene and Milton.
- The Healthcare Coalition (HCC) provided \$198,625 in equipment funding to healthcare and emergency preparedness facilities through the annual contract with the Florida Department of Health.
- The Council received an additional \$148,000 from the Florida Department of Environmental Protection (FDEP) for work related to the Resilient First Coast Collaborative, a Regional Resiliency Entity that will provide technical assistance for our local governments in completing various resiliency planning activities.
- The Council received \$150,000 from the Town of Baldwin to assist the Town with a Vulnerability Assessment.
- The Council was awarded \$76,200 in funding from our local governments to assist with visioning and comprehensive planning services throughout the year.
- The Council completed \$96,450 in emergency preparedness-related services for the State of Florida, and our local governments during the year.

OVERVIEW OF THE FINANCIAL STATEMENTS

This discussion and analysis is intended to serve as an introduction to the Council's basic financial statements. The Council's basic financial statements consist of three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. The basic financial statements present two different views of the Council using government-wide statements and fund financial statements. In addition to the basic financial statements, this report contains other supplemental information to enhance the reader's understanding of the financial condition of the Council.

**NORTHEAST FLORIDA REGIONAL COUNCIL
MANAGEMENT'S DISCUSSION AND ANALYSIS
SEPTEMBER 30, 2025**
(Continued)

Required Components of Annual Financial Report



Government-wide financial statements. The government-wide financial statements are designed to provide the reader with a broad overview of the Council's finances. Similar in format to financial statements of a private-sector business, the government-wide statements provide short and long-term information about the Council's financial status as a whole.

The statement of net position (Page 12) presents information on all of the Council's assets, liabilities, and deferred inflows and outflows of resources with the difference between these reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of the Council's financial position.

The statement of activities (Page 13) presents information showing how the Council's net position changed during the most recent fiscal year. All changes in net position are reported using the accrual basis of accounting. Therefore, all current year's revenues and expenses are taken into account regardless of when the cash is received or expenses are paid.

Fund financial statements. The fund financial statements (Pages 14-17) provide a more detailed look at the Council's most significant activities. A fund is a grouping of related accounts used to maintain control over resources established for the purpose of carrying on activities or attaining objectives in accordance with specific regulations, restrictions or limitations. For financial statement presentation, funds with similar characteristics are grouped into generic fund types as required by generally accepted accounting principles (GAAP). The Council's sole fund is the General Fund, classified as a governmental fund.

NORTHEAST FLORIDA REGIONAL COUNCIL
MANAGEMENT'S DISCUSSION AND ANALYSIS
SEPTEMBER 30, 2025
(Continued)

Governmental Funds. The Council's basic activities are accounted for in a governmental fund. These funds focus on how assets can readily be converted into cash and what monies are left at year-end that will be available for spending in the next year. As of the close of the current fiscal year, the Council's governmental fund reported an unassigned fund balance of approximately \$2.7 million. Governmental funds financial statements give the reader a detailed short-term view to help them determine if there are more or less financial resources available to finance the Council's programs.

Notes to financial statements. The notes provide additional information essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements are on pages 18-30 of the report.

Government-Wide Financial Analysis

For fiscal year 2024-2025, the Council was compliant with the Government Accounting Standard Board (GASB) Statement No. 34 reporting model:

	Governmental Activities		
	2025	2024	Difference
Assets			
Current assets	\$ 2,991,773	\$2,743,906	\$ 247,867
Capital assets	432,374	532,680	(100,306)
Total assets	<u>3,424,147</u>	<u>3,276,586</u>	<u>147,561</u>
Deferred outflows of resources	410,690	498,205	(87,515)
Liabilities			
Current liabilities	274,880	219,116	55,764
Noncurrent liabilities	1,538,607	1,835,582	(296,975)
Total liabilities	<u>1,813,487</u>	<u>2,054,698</u>	<u>(241,211)</u>
Deferred inflows of resources	237,876	124,127	113,749
Net Position			
Net investment in capital assets	83,772	106,676	(22,904)
Unrestricted	1,699,702	1,489,290	210,412
Total net position	<u>\$ 1,783,474</u>	<u>\$1,595,966</u>	<u>\$ 187,508</u>

As shown above, net position may serve over time as a useful indicator of a government's financial condition. The assets and deferred outflow of resources of the Council exceeded liabilities and deferred inflows of resources by \$1,783,474 in fiscal year 2024-2025. Also in fiscal year 2024-2025, the Council's net position increased by \$187,508. The change in net position is primarily due to the following:

- An increase in current assets is the result of an increase in cash and accounts receivable. Capital assets, net of accumulated depreciation and amortization, decreased due to asset depreciation and lease amortization.
- The decrease in total liabilities is due to a reduction in lease and pension liability.

Governmental activities increased the Council's net position by \$187,508, as shown below. Factors that attributed to the change are as follows:

- Charges for services increased resulting from an increase in local government contracts for resiliency and emergency preparedness services.

**NORTHEAST FLORIDA REGIONAL COUNCIL
MANAGEMENT'S DISCUSSION AND ANALYSIS
SEPTEMBER 30, 2025**
(Continued)

- Operating grants/contributions funding increased due to an increase in federal revenues for emergency preparedness and resiliency programs.
- Expenditures decreased as a result of an decrease in operational and program expenditures for the fiscal year.

Analysis of the Organization's Operations

The following table provides a summary of the Organization's operations for the years ended September 30.

	Governmental Activities		
	2025	2024	Difference
Revenues:			
Program Revenues:			
Charges for services	\$ 509,967	\$ 474,379	\$ 35,588
Operating grants/contributions	1,963,094	1,947,936	15,158
General Revenues:			
Membership Dues	694,757	694,757	-
Interest income (loss)	18,941	17,703	1,238
Miscellaneous	817	6,332	(5,515)
Gain (loss) on sale of assets	-	56,864	(56,864)
Total revenues	<u>3,187,576</u>	<u>3,197,971</u>	<u>(10,395)</u>
Expenses:			
Financial and administration	455,351	629,097	(173,746)
Planning and growth management	1,380,203	1,173,096	207,107
Emergency preparedness	1,148,208	1,346,733	(198,525)
Regional Leadership Academy	13,428	11,623	1,805
Regional Community Institute	2,878	18,719	(15,841)
Total expenses	<u>3,000,068</u>	<u>3,179,268</u>	<u>(179,200)</u>
Increase (decrease) in net position	187,508	18,703	168,805
Beginning fund balance	1,595,966	1,577,263	18,703
Ending fund balance	<u>\$ 1,783,474</u>	<u>\$ 1,595,966</u>	<u>\$ 187,508</u>

Financial Analysis of Council Funds. The Council uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. The Council has one governmental fund, the General Fund.

Governmental Funds. The Council's basic activities are accounted for in a governmental fund. These fund types focus on how assets can readily be converted into cash flow in and out, and what monies are left at year-end that will be available for spending in the next year. Governmental funds' financial statements give the reader a detailed short-term view to help him or her determine if there are more or less financial resources available to finance the Council's programs.

**NORTHEAST FLORIDA REGIONAL COUNCIL
MANAGEMENT'S DISCUSSION AND ANALYSIS
SEPTEMBER 30, 2025**
(Continued)

General Fund Budgetary Highlights

The variances in revenue between the budget and final revenues received are the result of unrealized revenues or additional funding acquired during the fiscal year, but not available for inclusion at the time the budget was prepared.

The variance between the budget and actual revenues and expenses is primarily attributable to unrealized revenues and a decrease in estimated expenditures.

	Budgeted Amounts			
	Original	Final	Actual	Difference
REVENUES				
County assessments	\$ 694,757	\$ 694,757	\$ 694,757	\$ -
Federal grants	1,855,791	1,448,455	1,434,659	(13,796)
State grants	436,972	526,786	528,435	1,649
Local government	397,796	383,184	373,040	(10,144)
Regional Leadership Academy	4,900	5,950	7,000	1,050
Interest income (loss)	-	-	18,941	18,941
Other	194,302	138,967	130,744	(8,223)
Total revenues	<u>3,584,518</u>	<u>3,198,099</u>	<u>3,187,576</u>	<u>(10,523)</u>
EXPENDITURES				
Current:				
Personnel service	1,552,873	1,454,489	1,487,334	(32,845)
Direct charges	1,481,636	1,155,719	1,055,778	99,941
Indirect charges	511,765	476,174	446,925	29,249
Total expenditures	<u>3,546,274</u>	<u>3,086,382</u>	<u>2,990,037</u>	<u>96,345</u>
Excess (deficiency) of revenues over expenditures	<u>38,244</u>	<u>111,717</u>	<u>197,539</u>	<u>85,822</u>
Net change in fund balances	<u>\$ 38,244</u>	<u>\$ 111,717</u>	<u>\$ 197,539</u>	<u>\$ (85,822)</u>

NEFRC Financial Analysis

Total assets increased due to an increase in cash and accounts receivables. Total liabilities decreased resulting from a decrease in lease liability.

The Council had an minimal decrease in revenues for the year. Expenditures also decreased with a decrease in operational and program expenditures for the year.

**NORTHEAST FLORIDA REGIONAL COUNCIL
MANAGEMENT'S DISCUSSION AND ANALYSIS
SEPTEMBER 30, 2025**
(Continued)

NEFRC Capital Assets

The Council's investment in capital assets for fiscal year 2024-2025 is \$432,374, net of accumulated depreciation and amortization of \$276,580.

	Governmental Activities	
	2025	2024
Furniture, equipment, and improvements	\$ 267,564	\$ 261,430
Right-to-use office lease	441,390	441,390
Accumulated depreciation and amortization	(276,580)	(170,140)
Capital assets, net	<u>\$ 432,374</u>	<u>\$ 532,680</u>

Additional information on the Council's capital assets can be found in Note 4 of the Notes to the Financial Statements.

NEFRC Long-Term Obligations

As of September 30, 2025, the Council's long-term obligations consisted of compensated absences, right-to-use office lease, and net pension liability. Additional information regarding the Council's long-term obligations can be found in Note (6) of the Notes to the Financial Statements.

NEFRC Budget Forecast for Fiscal Year 2026

Funding for local government technical assistance is expected to increase as the Council continues to serve the municipalities in the Region with visioning and community planning services. The Council will also continue to assist local governments with the completion of vulnerability assessments that are required for local governments to receive additional state or federal funding.

The Council anticipated state and local emergency preparedness funding to remain constant for fiscal year 2026. Healthcare Coalition funding will also continue in fiscal year 2026 through a one-year renewable contract that can be renewed for up to three (3) additional years at level funding.

Federal funding from the Department of Commerce Economic Development Administration (EDA) for the Comprehensive Economic Development Strategy (CEDS) will end in December 2025 and the subsequent contract for funding may be delayed. However, a multi-year EDA grant to assist the Northeast Florida region with impacts from Hurricanes Helene and Milton will continue in fiscal year 2026.

Funding for resiliency projects continue in fiscal year 2026 as the Council completes many of the existing contracts and grants. The Council will receive additional funding from the Florida Department of Environmental Protection (FDEP) to continue the work of Resilient First Coast as a Regional Resilience Entity. Deliverables associated with the Community Development Block Grant (CDBG) programs to perform mitigation and resiliency planning in the region and across the State of Florida will be completed during fiscal year 2026. Additionally, the grant from the U.S. Department of Defense to conduct a Military Installation Resilience Review in the Northeast Florida Region for four military installations and the grant from the National Fish and Wildlife Foundation on behalf of the South Atlantic Salt Marsh Initiative (SASMI) through Legacy Works Group will end in the last quarter of fiscal year 2026.

**NORTHEAST FLORIDA REGIONAL COUNCIL
MANAGEMENT'S DISCUSSION AND ANALYSIS
SEPTEMBER 30, 2025
(Continued)**

REQUESTS FOR INFORMATION

This report is designed to provide an overview of the Council's finances for those with an interest in this area. Questions concerning any of the information found in this report or requests for additional information should be directed to the Chief Executive Officer, Northeast Florida Regional Council, 40 East Adams Street, Suite 320, Jacksonville, FL 32202.

BASIC FINANCIAL STATEMENTS

These basic financial statements contain Government-wide Financial Statements, Fund Financial Statements and Notes to the Financial Statements.

NORTHEAST FLORIDA REGIONAL COUNCIL
STATEMENT OF NET POSITION
SEPTEMBER 30, 2025

	<u>Governmental Activities</u>
ASSETS	
Cash and cash equivalents	\$ 2,169,810
Accounts receivable	821,963
Capital assets, net of accumulated depreciation and amortization	432,374
Total assets	<u>\$ 3,424,147</u>
DEFERRED OUTFLOWS OF RESOURCES	
Deferred outflows related to pensions	<u>\$ 410,690</u>
LIABILITIES	
Accounts payable and accrued liabilities	\$ 121,203
Accrued salaries	40,788
Unearned revenues	30,051
Noncurrent liabilities:	
Due within one year:	
Compensated absences	76,864
Lease liability	82,838
Due in more than one year:	
Lease liability	265,764
Net pension liability	<u>1,195,979</u>
Total liabilities	<u>\$ 1,813,487</u>
DEFERRED INFLOWS OF RESOURCES	
Deferred inflows related to pensions	<u>\$ 237,876</u>
NET POSITION	
Net investment in capital assets	\$ 83,772
Unrestricted	1,699,702
Total net position	<u>\$ 1,783,474</u>

The accompanying notes to financial statements are an integral part of this statement.

NORTHEAST FLORIDA REGIONAL COUNCIL
STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED SEPTEMBER 30, 2025

Functions/Programs	Expenses	Program Revenues		Net (Expense) Revenue and Changes in Net Position
		Charges for Services	Operating Grants and Contributions	
Governmental activities:				
Financial and administration	\$ 455,351	\$ -	\$ -	\$ (455,351)
Planning and growth management	1,380,203	433,912	857,751	(88,540)
Emergency preparedness	1,148,208	69,055	1,105,343	26,190
Regional Leadership Academy	13,428	7,000	-	(6,428)
Regional Community Institute	2,878	-	-	(2,878)
Total governmental activities	<u>\$ 3,000,068</u>	<u>\$ 509,967</u>	<u>\$ 1,963,094</u>	<u>(527,007)</u>
General revenues:				
Membership dues				694,757
Interest income (loss)				18,941
Miscellaneous				817
Total general revenues				<u>714,515</u>
Change in net position				187,508
Net position - beginning of year				1,595,966
Net position - ending of year				<u>\$ 1,783,474</u>

The accompanying notes to financial statements are an integral part of this statement.

**NORTHEAST FLORIDA REGIONAL COUNCIL
BALANCE SHEET
GOVERNMENTAL FUND
SEPTEMBER 30, 2025**

	General Fund
ASSETS	
Cash and cash equivalents	\$ 2,169,810
Receivables, net	821,963
Total assets	<u>\$ 2,991,773</u>
LIABILITIES	
Accounts payable and accrued liabilities	\$ 121,203
Accrued salaries	40,788
Unearned revenues	30,051
Total liabilities	<u>192,042</u>
FUND BALANCES	
Unassigned	2,799,731
Total fund balances	<u>2,799,731</u>
Total liabilities and fund balances	<u>\$ 2,991,773</u>

The accompanying notes to financial statements are an integral part of this statement.

NORTHEAST FLORIDA REGIONAL COUNCIL
RECONCILIATION OF THE BALANCE SHEET OF GOVERNMENTAL FUND
TO THE STATEMENT OF NET POSITION
SEPTEMBER 30, 2025

Fund balances - total governmental fund \$ 2,799,731

Amounts reported for governmental activities in the statement of activities are different because:

Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds.

Total governmental capital assets	708,954
Less: accumulated depreciation and amortization	<u>(276,580)</u>
	432,374

On the governmental fund statements, a net pension liability is not recorded until an amount is due and payable and the pension plan's fiduciary net position is not sufficient for payment of those benefits (no such liability exists at the end of the current fiscal year). On the Statement of Net Position, the Council's net pension liability of the defined benefit pension plans is reported as a noncurrent liability. Additionally, deferred outflows and deferred inflows related to pensions are also reported.

Net pension liability	(1,195,979)
Deferred outflows related to pensions	410,690
Deferred inflows related to pensions	<u>(237,876)</u>
	(1,023,165)

Long-term liabilities, including leases and notes payable, are not due and payable in the current period and, therefore, are not reported in the funds. These liabilities, deferred outflows, and other debt-related deferred charges consist of the following:

Lease liability	(348,602)
Compensated absences	(76,864)

Net position of governmental activities \$ 1,783,474

The accompanying notes to financial statements are an integral part of this statement.

NORTHEAST FLORIDA REGIONAL COUNCIL
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
GOVERNMENTAL FUND
FOR THE YEAR ENDED SEPTEMBER 30, 2025

	General Fund
Revenues	
County assessments	\$ 694,757
Federal grants	1,434,659
State grants	528,435
Local government	373,040
Regional Leadership Academy	7,000
Interest income (loss)	18,941
Miscellaneous	130,744
Total revenues	<u>3,187,576</u>
Expenditures	
Personnel services	1,487,334
Direct charges	1,055,778
Indirect charges	446,925
Total expenditures	<u>2,990,037</u>
Net change in fund balances	<u>197,539</u>
Fund balances, beginning of year	2,602,192
Fund balances, end of year	<u><u>\$ 2,799,731</u></u>

The accompanying notes to financial statements are an integral part of this statement

NORTHEAST FLORIDA REGIONAL COUNCIL
RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUND
TO THE STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED SEPTEMBER 30, 2025

Net change in fund balances - total governmental fund \$ 197,539

Differences in amounts reported for governmental activities in the statement of activities are:

Governmental funds report capital outlays as expenditures. However, in the Statement of Activities, the cost of those assets is depreciated over their estimated useful lives.

Capital outlay expenditures	6,134
Depreciation and amortization expense	(106,440)

Governmental funds report contributions to defined benefit pension plans as expenditures.

However, in the Statement of Activities, the amount contributed to defined benefit pension plans reduces future net pension liability. Also included in pension expense in the Statement of Activities are amounts required to be amortized.

Change in net pension liability and deferred inflows/outflows related to pensions	19,982
-----------------------------------------------------------------------------------	--------

Lease and other debt proceeds provide current financial resources to governmental funds, but issuing debt increases long-term liabilities in the Statement of Net Position. Repayment of lease and other debt principal is an expenditure in the governmental funds, but repayment reduces long-term liabilities in the Statement of Net Position. Also, governmental funds report the effect of premiums, discounts, and similar items when debt is first issued, whereas, these amounts are deferred and amortized in the Statement of Activities.

Change in lease liability	77,402
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Under the modified accrual basis of accounting used in the governmental funds, expenditures are not recognized for transactions that are not normally paid with expendable available financial resources. In the Statement of Activities, however, which is presented on the accrual basis, expenses and liabilities are reported regardless of when financial resources are available. In addition, interest on long-term debt is not recognized under the modified accrual basis of accounting until due, rather than as it accrues. These adjustments are as follows:

Change in compensated absences liability	(7,109)
------------------------------------------	---------

Change in net position of governmental activities \$ 187,508

The accompanying notes to financial statements are an integral part of this statement.

**NORTHEAST FLORIDA REGIONAL COUNCIL
NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2025**

(1) Summary of Significant Accounting Policies:

The financial statements of the Northeast Florida Regional Council (the Council), have been prepared in conformance with accounting principles generally accepted in the United States of America as applicable to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted body for promulgating governmental accounting and financial reporting principles. The following is a summary of the Council's significant accounting policies:

(a) **Reporting entity**—The Council was organized pursuant to Chapter 186 of the Florida Statutes, as amended, and specifically created by an interlocal agreement pursuant to Chapter 163, Florida Statutes, in order to provide local governments with a means of conducting a regional planning process to ensure orderly and balanced growth and development within the Northeast Florida Region (including the counties of Baker, Clay, Duval, Flagler, Nassau, Putnam, and St. Johns).

In evaluating how to define the Council for financial purposes, management has considered all potential component units. The basic, but not the only, criterion for including a potential component unit within the reporting entity is the governing body's ability to exercise oversight responsibility. The most significant manifestation of this ability is financial interdependency. Other manifestations of the ability to exercise oversight responsibility include, but are not limited to, the selection of governing authority, the designation of management, the ability to significantly influence operations, and accountability for fiscal matters. A second criterion used in evaluating potential component units is the scope of public service. Application of this criterion involves considering whether the purpose and activities of the potential component unit benefit the government and/or its citizens, or whether they are conducted within the geographic boundaries of the Council and is generally available to its citizens. A third criterion used to evaluate potential component units for inclusion or exclusion from the reporting entity is the existence of special financing relationships, regardless of whether the government is able to exercise oversight responsibilities. In evaluating the Council as a reporting entity, management has addressed all potential component units that may or may not fall within the Council's oversight and control, and thus, be included in the Council's financial statements. There are no component units included.

(b) **Government-wide and fund financial statements**—The government-wide financial statements consist of a statement of net position and a statement of activities. These statements report information on all of the nonfiduciary activities of the primary government as a whole. As part of the consolidation process, all interfund activities are eliminated from these statements.

Net position, the difference between assets, deferred outflows, liabilities and deferred inflows, as presented in the statement of net position, are subdivided into three categories: net investment in capital assets, unrestricted net position and restricted net position. Net position is reported as restricted when constraints are imposed on the use of the amounts either externally by creditors, grantors, contributors, or laws and regulations of other governments, or by law through constitutional provisions or enabling legislation. Net investment in capital assets consist of capital assets, including leased assets, net of accumulated depreciation and amortization, reduced by outstanding balances of any debt and lease liabilities that is attributable to those assets.

**NORTHEAST FLORIDA REGIONAL COUNCIL
NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2025**

(1) **Summary of Significant Accounting Policies:** (Continued)

The statement of activities presents a comparison between the direct and indirect expenses of a given function or segment and its program revenues, and displays the extent to which each function or segment contributes to the change in net position for the fiscal year. Direct expenses are those that are clearly identifiable to a specific function or segment. Program revenues consist of charges for services, operating grants and contributions, and capital grants and contributions. Charges for services refer to amounts received from those who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment.

Grants and contributions consist of revenues that are restricted to meeting the operational or capital requirements of a particular function or segment.

The focus of governmental fund financial statements is on major funds. Therefore, major funds are reported as separate columns in the fund financial statements. Reconciliations are provided that convert the results of governmental fund accounting to the government-wide presentation.

(c) **Measurement focus, basis of accounting, and financial statement presentation**—The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the Council considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

The Council reports the following major governmental fund:

General Fund—The General Fund is the general operating fund of the Council and is used to account for all financial resources except those required to be accounted for in another fund.

(d) **Budget**—An annual budget is adopted for the General Fund by the Council by the July meeting preceding the fiscal year, using the accrual bases of accounting. All annual appropriations lapse at the fiscal year end. Mid-year and year-end amendments are made to the budget as necessary. The budget is prepared and controlled at the project activity level.

(e) **Cash and cash equivalents**—The Council defines cash and cash equivalents as cash on hand, demand deposits and short-term investments that are readily convertible to known amounts of cash. Investments with original maturities of three months or less are considered to be cash equivalents.

(f) **Investments**—Investments are stated at fair value.

**NORTHEAST FLORIDA REGIONAL COUNCIL
NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2025**

(1) Summary of Significant Accounting Policies: (Continued)

(g) **Receivables**—After reviewing the individual account balances, the Council’s management has determined that 100% of receivables are fully collectible as all amounts receivable consist of grants and other governmental revenues. Therefore, no allowance for doubtful accounts has been provided.

(h) **Capital assets**—All purchased capital assets are recorded at cost where historical records are available and at estimated cost where no historical records exist and are reported in the government-wide financial statements. Donated fixed assets are valued at their estimated fair value on the date received. Generally, capital assets costing more than \$500 and having a useful life of more than one year are capitalized. The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized.

Depreciation and amortization are provided using the straight-line method over the estimated useful lives of the various classes of depreciable and intangible assets. The estimated useful lives range from 3 – 7 years.

(i) **Unearned revenue**—The amount recorded as unearned revenue relates to the projects for which funding was received prior to the performance of the service. The amounts will be recognized as revenue when the related service is performed.

(j) **Compensated absences**—Council employees may accumulate earned annual leave benefits (compensated absences) at various rates within limits specified in the personnel manual. This liability reflects amounts attributable to employee services already rendered, cumulative, probable for payment, and reasonable estimated. At their option, employees may receive payment for accrued annual leave for hours in excess of 160. This payout option is allowed a maximum of twice a year.

The liability for sick leave benefits is accrued using the last-in-first-out assumption to determine the likelihood of balances to be used. The current rate of pay at year-end is used to calculate any liability for employees.

(k) **Leases**—The Council leases office space, and determines if an arrangement is a lease at inception. The Council recognizes intangible right-to-use (RTU) assets and corresponding lease liabilities for all leases that are not considered short-term. RTU assets represent the Council’s right to use an underlying asset for the lease term and lease liabilities represent the Council’s obligation to make lease payments arising from the lease. RTU assets and liabilities are recognized at the lease commencement date based on the present value of lease payments over the lease term.

Basis of lease classification – Leases that meet the following requirements will not be considered short term: (1) the maximum possible lease term(s) is non-cancelable by both lessee and lessor, and (2) is more than 12 months.

Discount rate – Unless explicitly stated in the lease agreement, known by the Council, or the Council is able to determine the rate implicit within the lease, the discount rate used to calculate lease right-to-use assets and liabilities will be the Council’s tax exempt market borrowing rate for 30 year fixed terms at the end of each year, which will be the rate utilized for the next calendar year. The Council elected to use its incremental borrowing rate (IBR) of 3% as of September 30, 2024, for leases entered into beginning October 1, 2024.

**NORTHEAST FLORIDA REGIONAL COUNCIL
NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2025**

(1) **Summary of Significant Accounting Policies:** (Continued)

(l) **Fund balance**—In the fund financial statements, governmental funds report fund balance classifications that comprise a hierarchy based primarily on the extent to which the Council is bound to honor constraints on the specific purposes for which amounts in those funds can be spent. Those classifications are as follows:

Nonspendable – Amounts that are (a) not in spendable form or (b) legally or contractually required to be maintained intact. “Not in spendable form” includes items that are not expected to be converted to cash (inventories, prepaid expenditures) and items such as long-term amount of loans, property acquired for resale, as well as unrealized gains.

Restricted – Amounts that have externally enforceable limitations on use of resources either (a) externally imposed by creditors, grantors, contributors, or laws or regulations of other governments; or (b) imposed by law through constitutional provisions or enabling legislation.

Committed – Amounts that can be used only for the specific purposes determined by a formal action (resolution) of the Council Board of Directors, the Council’s highest level of decision making authority. Commitments may only be removed or changed by the Council Board of Directors taking the same formal action (resolution) that imposed the constraint originally.

Assigned – Amounts that are constrained by the Council’s intent to be used for specific purposes that are neither considered restricted or committed. The authority to assign fund balance lies with the Council Chief Executive Officer.

Unassigned – The residual classification for the General Fund resources. This classification represents fund balance that has not been assigned to other funds and that has not been restricted, committed, or assigned to specific purposes within the General Fund. Unassigned fund balance may also include negative balances for any governmental fund if expenditures exceed amounts restricted, committed, or assigned for those specific purposes.

The Council would typically use restricted fund balances first, followed by committed resources, and then assigned resources, as appropriate opportunities arise, but reserves the right to selectively spend unassigned resources first to defer the use of these other classified funds.

(m) **Reserve policy**—The Council’s goal is to maintain a minimum of three months of operating expenditures in reserves, based on the Council’s unrestricted fund balance relative to annual operating expenditures. The Council will strive to transfer 15% to 20% annually of the previous fiscal year’s audited net income to reserves. The amount to be transferred will be reviewed and approved by the Personnel, Budget, and Finance Committee.

(n) **Net position flow assumption**—Sometimes the Council will fund outlays for a particular purpose from both restricted and unrestricted resources. In order to determine amounts reported as restricted and unrestricted net position, it is the Council’s policy to consider restricted net position to have been used before unrestricted net position is applied.

**NORTHEAST FLORIDA REGIONAL COUNCIL
NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2025**

(1) Summary of Significant Accounting Policies: (Continued)

(o) **Deferred outflows/inflows of resources**—In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element represents a consumption of net assets that applies to a future period(s) and so will not be recognized as an outflow of resources (expenditure) until then. The Council has one item, deferred outflows related to pensions, which qualifies for reporting in this category. Deferred outflows related to pensions are discussed further in Note (9).

In addition to liabilities, the statement of financial position will sometimes report a separate section for *deferred inflows of resources*. This separate financial statement element represents an acquisition of net assets that applies to a future period and will not be recognized as an inflow of resources (revenue) until that time. The Council has one item, deferred inflows related to pensions in the government-wide statement of net position, which qualifies for reporting in this category. Deferred inflows related to pensions are discussed further in Note (9).

(p) **Use of estimates**—Management uses estimates and assumptions in preparing financial statements in accordance with generally accepted accounting principles. Those estimates and assumptions affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities, and the reported revenue and expenses. Actual results could vary from the estimates assumed in preparing the financial statements.

(2) Reconciliation of Government-Wide and Fund Financial Statement:

(a) **Explanation of certain differences between the governmental fund balance sheet and the government-wide statement of net position**—Following the governmental fund balance sheet is a reconciliation between fund balance – total governmental funds and net position – governmental activities as reported in the government-wide statement of net position. A detailed explanation of these differences is provided in this reconciliation.

(b) **Explanation of certain differences between the governmental fund statement of revenues, expenditures, and changes in fund balances and the government-wide statement of activities**—Following the governmental fund statement of revenues, expenditures, and changes in fund balances, there is a reconciliation between net changes in fund balances - total governmental funds and changes in net position of governmental activities as reported in the government-wide statement of activities. A detailed explanation of these differences is provided in this reconciliation.

(3) Cash and Investments:

At September 30, 2025, the Council's cash on deposit in its bank accounts was placed on deposit with financial institutions in the form of demand deposit accounts, time deposit accounts, and certificates of deposit, and is defined as public deposits. The Council's public deposits are held in qualified public depositories pursuant to Florida Statues, Chapter 280, "Florida Security of Public Deposits Act", and are covered by federal depository insurance and, for the amount in excess of such federal depository insurance, by the Act. Under the Act, all qualified public depositories are required to pledge eligible collateral having a market value equal to or greater than the average daily or monthly balance of all public deposits, times the depository's collateral pledging level.

NORTHEAST FLORIDA REGIONAL COUNCIL
NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2025

(3) Cash and Investments: (Continued)

The pledging level may range from 50% to 125% depending upon the depository's financial condition and establishment period. The Public Deposit Security Trust Fund has a procedure to allocate and recover losses in the event of a default or insolvency. When public deposits are made in accordance with Chapter 280, no public depositor shall be liable for any loss thereof. Any losses to the public depositors are covered by applicable deposit insurance, sale of securities pledge as collateral and, if necessary, assessments against other qualified public depositories of the same type as the deposit in default.

The Council is authorized to invest in certificates of deposit, money market certificates, and obligations of the U.S. Treasury, its agencies and instrumentalities, repurchase agreements collateralized by U.S. securities, the Florida Counties Investment Trust, and the Local Government Surplus Funds Trust Fund. No derivative or similar investment transactions were used, held, or written by the Council during the fiscal year. As of September 30, 2025, the Council had investments with the Florida Local Government Investment Trust, an external investment pool, sponsored by the State of Florida, of \$20,332. The carrying value equals the fair value at September 30, 2025. The Trust is rated AAAf by Standard and Poor and has an average maturity of 2.10 years.

(4) Capital Assets:

Capital asset activity for the fiscal year ended September 30, 2025, is as follows:

	Beginning Balance	Increases	Decreases	Ending Balance
Governmental activities:				
Capital assets, being depreciated –				
Office furniture	\$ 2,521	\$ -	\$ -	\$ 2,521
Office equipment	258,909	6,134	-	265,043
Leasehold improvements	-	-	-	-
Right-to-use office lease	441,390	-	-	441,390
Total capital assets, being depreciated or amortized	702,820	6,134	-	708,954
Accumulated depreciation/ amortization	(170,140)	(106,440)	-	(276,580)
Governmental activities capital assets, net	<u>\$ 532,680</u>	<u>\$ 100,306</u>	<u>\$ -</u>	<u>\$ 432,374</u>

During the year ended September 30, 2025, depreciation expense of \$29,038 and amortization expense of \$77,402 were charged to the Financial and administration function of the Council.

NORTHEAST FLORIDA REGIONAL COUNCIL
NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2025

(5) Leases:

The Council is the lessee in one lease agreement for seventeen office spaces. A lease liability and a right-to-use asset was recorded for this lease in that fund. In May 2024, the Council entered into a 60-month lease agreement with JB duPont Center, LLC valued at \$441,390. A right-to-use asset and initial lease liability was recorded by the Council during fiscal year 2024. As of September 30, 2025, the value of the lease liability was \$348,602. The Council is required to make annual principal and interest payments of approximately \$86,000 with an annual 3% increase. The Council's incremental borrowing rate (IBR) was calculated at 3.0% at September 30, 2024, and was the discount rate utilized in the current year for this lease. The office space has a three-year useful life. The value of the right-to-use assets as of September 30, 2025, was \$441,390 and had accumulated amortization of \$92,788.

Lease expense for the right-to-use asset for the year ended September 30, 2025, was as follows:

	Governmental Activities
Amortization expense	\$ 77,402
Interest on lease liabilities	<u>12,594</u>
Total	<u>\$ 89,996</u>

The principal and interest requirements to maturity for the lease liability as of September 30, 2025, is as follows:

Year Ending September 30,	Principal	Interest	Total
2026	\$ 82,838	\$ 9,857	\$ 92,695
2027	88,438	7,038	95,476
2028	94,206	4,135	98,341
2029	83,120	1,165	84,285
Total future minimum lease payments	<u>\$ 348,602</u>	<u>\$ 22,195</u>	<u>\$ 370,797</u>

(6) Long-Term Liabilities:

Long-term liability activity for the year ended September 30, 2025, was as follows:

	Beginning Balance	Additions	Deletions	Ending Balance	Due Within One Year
Governmental activities:					
Right-to-use lease	\$ 426,004	\$ -	\$ (77,402)	\$ 348,602	\$ 82,838
Compensated absences	69,755	81,998	(74,889)	76,864	76,864
Total long-term liabilities	<u>\$ 495,759</u>	<u>\$ 81,998</u>	<u>\$ (152,291)</u>	<u>\$ 425,466</u>	<u>\$ 159,702</u>

(7) Risk Management:

The Council is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; and natural disasters for which the Council purchases commercial insurance. There have been no significant reductions in insurance coverage during fiscal year 2025. There have been no settlements in excess of insurance coverage in the last three years.

**NORTHEAST FLORIDA REGIONAL COUNCIL
NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2025**

(8) Commitments and Contingencies:

During the ordinary course of its operations, the Council is party to various claims, legal actions and complaints. Some of these matters are covered by the Council insurance program. While the ultimate effect of any litigation cannot be ascertained at this time, management believes, based on the advice of legal counsel, that there will be no material effect on the Council's financial position and/or that the Council has sufficient insurance coverage to cover any claims.

The Council participates in various federal and state assisted grant programs that are subject to review and audit by the grantor agencies. Entitlement to these resources is generally conditional upon compliance with the terms and conditions of grant agreements and applicable federal and state regulations, including the expenditure of resources for allowable purposes. Any disallowance resulting from federal or state audit may become a liability of the Council.

The Council is required to comply with various federal and state regulations issued by the U.S. Office of Management and Budget if the Council is a recipient of federal and state grants, contract, or their sponsored agreements. Failure to comply may result in questions concerning the allocability of related direct and indirect charges pursuant to such agreements. It is believed that the ultimate disallowance pertaining to these regulations, if any, will be immaterial to the overall financial condition of the Council.

(9) Florida Retirement System:

Plan Description and Administration

The Council participates in the Florida Retirement System (FRS), a multiple-employer, cost-sharing defined public employee retirement system which covers all of the Council's eligible employees. The System is administered by the State of Florida, Department of Administration, Division of Retirement to provide retirement and survivor benefits to participating public employees. Provisions relating to the FRS are established by Chapters 121 and 122, Florida Statutes; Chapter 112, Part IV, Florida Statutes; Chapter 238, Florida Statutes; and FRS Rules, Chapter 60S, Florida Administrative Code; wherein eligibility, contributions, and benefits are defined and described in detail. The FRS is a single retirement system administered by the Department of Management Services, Division of Retirement, and consists of two cost-sharing, multiple-employer retirement plans and other nonintegrated programs. These include a defined-benefit pension plan (Plan), with a Deferred Retirement Option Program (DROP), and a defined-contribution plan, referred to as the FRS Investment Plan (Investment Plan).

In addition, all regular employees of the Council are eligible to enroll as members of the Retiree Health Insurance Subsidy (HIS) Program. The HIS is a cost-sharing, multiple-employer defined benefit pension plan established and administered in accordance with section 112.363, Florida Statutes. The benefit is a monthly payment to assist retirees of the state-administered retirement systems in paying their health insurance costs. For the fiscal year ended September 30, 2025, eligible retirees and beneficiaries received a monthly HIS payment equal to the number of years of service credited at retirement multiplied by \$7.50. The minimum payment is \$45 and the maximum payment is \$225 per month, pursuant to section 112.363, Florida Statutes. To be eligible to receive a HIS benefit, a retiree under one of the state-administered retirement systems must provide proof of eligible health insurance coverage, which can include Medicare.

**NORTHEAST FLORIDA REGIONAL COUNCIL
NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2025**

(9) Florida Retirement System: (Continued)

Benefits Provided and Employees Covered

Employees enrolled in the Plan prior to July 1, 2011, vest at six years of creditable service and employees enrolled in the Plan on or after July 1, 2011, vest at eight years of creditable service. All vested members, enrolled prior to July 1, 2011, are eligible for normal retirement benefits at age 62 or at any age after 30 years of service. All members enrolled in the Plan on or after July 1, 2011, once vested, are eligible for normal retirement benefits at age 65 or any time after 33 years of creditable service. Members of both Plans may include up to four years of credit for military service toward creditable service. The Plan also includes an early retirement provision; however, there is a benefit reduction for each year a member retires before his or her normal retirement date. The Plan provides retirement, disability, death benefits, and annual cost-of-living adjustments. Benefits under the Plan are computed on the basis of age and/or years of service, average final compensation, and service credit. Credit for each year of service is expressed as a percentage of the average final compensation. For members initially enrolled before July 1, 2011, the average final compensation is the average of the five highest fiscal years' earnings; for members initially enrolled on or after July 1, 2011, the average final compensation is the average of the eight highest fiscal years' earnings. The total percentage value of the benefit received is determined by calculating the total value of all service, which is based on the retirement plan and/or class to which the member belonged when the service credit was earned.

DROP, subject to provisions of Section 121.091, Florida Statutes, permits employees eligible for normal retirement under the Plan to defer receipt of monthly benefit payments while continuing employment with an FRS employer. An employee may participate in DROP for a period not to exceed 96 months after electing to participate, except that certain instructional personnel may participate for up to 120 months. During the period of DROP participation, deferred monthly benefits are held in the FRS Trust Fund and accrue interest.

Employees may elect to participate in the Investment Plan in lieu of the FRS defined-benefit plan. Employer and employee contributions are defined by law, but the ultimate benefit depends in part on the performance of investment funds. The Investment Plan is funded by employer and employee contributions that are based on salary and membership class (Regular, DROP, etc.). Contributions are directed to individual member accounts, and the individual members allocate contributions and account balances among various approved investment choices. Employees in the Investment Plan vest at one year of service.

Financial Statements

Financial statements and other supplementary information of the FRS are included in the State's Annual Comprehensive Financial Report, which is available from the Florida Department of Financial Services, Bureau of Financial Reporting Statewide Financial Reporting Section by mail at 200 E. Gaines Street, Tallahassee, Florida 32399-0364; by telephone at (850) 413-5511; or at the Department's Web site (www.myfloridacfo.com). An annual report on the FRS, which includes its financial statements, required supplementary information, actuarial report, and other relevant information, is available from:

Florida Department of Management Services
Division of Retirement
P.O. Box 9000
Tallahassee, FL 32315-9000
850-488-5706 or toll free at 877-377-1737

NORTHEAST FLORIDA REGIONAL COUNCIL
NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2025

(9) **Florida Retirement System:** (Continued)

Contributions

The Council participates in certain classes of FRS membership. Each class had descriptions and contribution rates in effect during the year ended September 30, 2025, as follows (contribution rates are in agreement with the actuarially determined rates):

FRS Membership Plan & Class	Through June 30, 2024	After June 30, 2025
Regular Class	13.63%	14.03%
Senior Management (SMSC)	34.52%	33.24%
DROP from FRS	21.13%	22.02%

Current-year employer HIS contributions were made at a rate of 2.00% of covered payroll, which are included in the above rates.

For the plan year ended June 30, 2025, actual contributions made for Council employees participating in FRS and HIS were as follows:

Council Contributions - FRS	\$ 161,551
Council Contributions - HIS	24,841
Employee Contributions - FRS	37,262

Net Pension Liability, Pension Expense, and Deferred Outflows and Inflows of Resources Related to Pensions

At September 30, 2025, the Council reported a liability related to FRS and HIS as follows:

Plan	Net Pension Liability
FRS	\$ 839,728
HIS	356,251
Total	<u><u>\$ 1,195,979</u></u>

The net pension liability was measured as of June 30, 2025, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The Council's proportion of the net pension liability was based on a projection of the Council's long-term share of contributions to the pension plan relative to the projected contributions of all participating governmental entities, as actuarially determined. At June 30, 2025 and June 30, 2024, the Council's proportionate share of the FRS and HIS net pension liabilities were as follows:

Plan	2025	2024
FRS	0.002705735%	0.002566105%
HIS	0.002779425%	0.002830050%

For the plan year ended June 30, 2025, pension expense was recognized related to the FRS and HIS plans as follows:

FRS	\$ 149,365
HIS	20,273
Total	<u><u>\$ 169,638</u></u>

NORTHEAST FLORIDA REGIONAL COUNCIL
NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2025

(9) Florida Retirement System: (Continued)

Deferred outflows/inflows related to pensions:

At September 30, 2025, the Council reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	FRS		HIS	
	Deferred Outflows of Resources	Deferred Inflows of Resources	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ 89,692	\$ -	\$ 2,127	\$ (565)
Changes of assumptions	97,514	-	3,153	(86,168)
Net difference between projected and actual investment earnings	-	(140,201)	-	(297)
Change in proportionate share	125,359	-	39,282	(10,645)
Contributions subsequent to measurement date	46,558	-	7,005	-
Total	<u>\$ 359,123</u>	<u>\$ (140,201)</u>	<u>\$ 51,567</u>	<u>\$ (97,675)</u>

The above amounts for deferred outflows of resources for contributions related to pensions resulting from Council contributions subsequent to the measurement date and will be recognized as a reduction of the net pension liability in the year ended September 30, 2025. Other amounts reported as deferred outflows and deferred inflows of resources related to pensions being amortized for a period of greater than one year will be recognized in pension expense in succeeding years as follows:

	FRS	HIS	Total
2026	\$ 186,895	\$ (7,080)	\$ 179,815
2027	11,738	(11,285)	453
2028	(9,062)	(11,639)	(20,701)
2029	(17,207)	(13,051)	(30,258)
2030	-	(10,058)	(10,058)
Thereafter	-	-	-
	<u>\$ 172,364</u>	<u>\$ (53,113)</u>	<u>\$ 119,251</u>

Actuarial assumptions:

The Actuarial assumptions for both defined benefit plans are reviewed annually by the Florida Retirement System Actuarial Assumptions Conference. The FRS has a valuation performed annually. The HIS Program has a valuation performed biennially that is updated for GASB reporting in the year a valuation is not performed. The most recent experience study for the FRS was completed in 2024 for the period July 1, 2018, through June 30, 2023. Because HIS is funded on a pay-as-you-go basis, no experience study has been completed.

The total pension liability for each of the defined benefit plans was determined by an actuarial valuation, using the entry age normal actuarial cost method. Inflation increases for both plans is assumed at 2.40%. Payroll growth, including inflation, for both plans is assumed at 3.25%. Both the discount rate and the long-term expected rate of return used for FRS investments is 6.70%. This rate is consistent with the prior year rate of 6.70%. The plan's fiduciary net position was projected to be available to make all projected future benefit payments of current active and inactive employees. Therefore, the discount rate for calculating the total pension liability is equal to the long-term expected rate of return.

NORTHEAST FLORIDA REGIONAL COUNCIL
NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2025

(9) Florida Retirement System: (Continued)

Because HIS Program uses a pay-as-you-go funding structure, a municipal bond rate of 5.20% was used to determine the total pension for the program. This rate increased from the prior year rate, which was 3.93%. Mortality assumptions for both plans were based on the PUB-2010 base table varies by member category and sex, projected generationally with Scale MP-2021 details.

Long-term expected rate of return:

To develop an analytical basis for the selection of the long-term expected rate of return assumption, in October 2025, the FRS Actuarial Assumptions conference reviewed long-term assumptions developed by both Milliman's capital market assumptions team and by a capital market assumptions team from Aon Hewitt Investment Consulting, which consults to the Florida State Board of Administration. The table below shows Milliman's assumptions for each of the asset classes in which the plan was invested at that time based on the long-term target asset allocation. The allocation policy's description of each asset class was used to map the target allocation to the asset classes shown below. Each asset class assumption is based on a consistent set of underlying assumptions, and includes an adjustment for the inflation assumption. These assumptions are not based on historical returns, but instead are based on a forward-looking capital market economic model.

Asset Class	Target Allocation	Long-Term Arithmetic Expected Rate of Return
Cash	1.0%	3.2%
Fixed income	29.0%	5.5%
Global equities	45.0%	8.5%
Real estate	12.0%	8.4%
Private equity	11.0%	12.4%
Strategic investments	2.0%	6.5%
Total	<u>100.0%</u>	

Sensitivity of the net pension liability to changes in the discount rate:

The following presents the proportionate shares of the FRS and HIS net pension liability of the Council calculated using the current discount rates, as well as what the Council's net pension liability would be if it were calculated using a discount rate that is 1% lower or 1% higher than the current rate:

Plan	Current Discount Rate	NPL at Current Discount Rate		
		NPL with 1% Decrease	NPL at Current Discount Rate	NPL with 1% Increase
FRS	6.70%	\$ 1,647,954	\$ 839,728	\$ 162,124
HIS	5.20%	401,731	356,251	318,108

**NORTHEAST FLORIDA REGIONAL COUNCIL
NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2025**

(10) Implementation of New Accounting Standards

During the fiscal year ended September 30, 2025, the Council implemented GASB Statement No. 101, Compensated Absences. This statement establishes recognition and measurement criteria for liabilities related to compensated absences, including vacation, sick leave, and similar benefits. The Statement requires that a liability be recognized for leave that has not been used if (1) the leave is attributable to services already rendered, (2) the leave accumulates, and (3) it is more likely than not that the leave will be used for time off or otherwise paid in cash or settled through noncash means. Implementation of this new standard did not result in a restatement of beginning net position or fund balance and had no significant impact on the financial statements. Accordingly, no prior-period adjustment has been reported.

(11) Recent Accounting Pronouncements:

The Governmental Accounting Standards Board (“GASB”) has issued pronouncements that have effective dates that may impact future financial statements. The Organization has considered the new pronouncements that altered accounting principles generally accepted in the United States of America, and other than as disclosed in the notes to the financial statements, does not believe that any other new or modified principles will have a material impact on the Organization’s reported financial position or operations in the near term.

GASB issued Statement No. 103, *Financial Reporting Model Improvements*, in April 2024. The objective of GASB 103 improve key components of the financial reporting model to enhance its effectiveness in providing information that is essential for decision making and assessing a government’s accountability. The effective date for implementation is fiscal years beginning after June 15, 2025, and all reporting periods thereafter.

GASB issued Statement No. 104, *Disclosure of Certain Capital Assets*, in September 2024. GASB Statement No. 104 requires governments to disclose separate information about specific types of capital assets and establishes criteria for identifying and reporting capital assets held for sale. The objective of GASB 104 is to enhance transparency and improve the usefulness of financial statements for stakeholders by providing more detailed information on these assets. The provisions are effective for fiscal years beginning after June 15, 2025.

GASB issued Statement No. 105, *Subsequent Events*, in December 2025. GASB Statement No. 105 clarifies the subsequent events time frame and establishes accounting and disclosure requirements for recognized and nonrecognized subsequent events. The provisions of GASB Statement No. 105 are effective for fiscal years beginning after June 15, 2026, and all reporting periods thereafter.

NORTHEAST FLORIDA REGIONAL COUNCIL
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL - GENERAL FUND
FOR THE YEAR ENDED SEPTEMBER 30, 2025

	Budgeted Amounts			Variance with Final Budget - Positive (Negative)
	Original	Final	Actual	
Revenues				
County assessments	\$ 694,757	\$ 694,757	\$ 694,757	\$ -
Federal grants	1,855,791	1,448,455	1,434,659	(13,796)
State grants	436,972	526,786	528,435	1,649
Local government	397,796	383,184	373,040	(10,144)
Regional Leadership Academy	4,900	5,950	7,000	1,050
Interest income (loss)	-	-	18,941	18,941
Other	194,302	138,967	130,744	(8,223)
Total revenues	3,584,518	3,198,099	3,187,576	(10,523)
Expenditures				
Current:				
Personnel service	1,552,873	1,454,489	1,487,334	(32,845)
Direct charges	1,481,636	1,155,719	1,055,778	99,941
Indirect charges	511,765	476,174	446,925	29,249
Total expenditures	3,546,274	3,086,382	2,990,037	96,345
Net change in fund balances	38,244	111,717	197,539	(85,822)
Fund balances, beginning of year	2,602,192	2,602,192	2,602,192	-
Fund balances, end of year	\$ 2,640,436	\$ 2,713,909	\$ 2,799,731	\$ (85,822)

Notes to Schedule

An annual budget is adopted for the General Fund by the Council by the July meeting preceding the fiscal year, using the accrual bases of accounting. All annual appropriations lapse at the fiscal year end. Mid-year and year-end amendments are made to the budget as necessary. The budget is prepared and controlled at the project activity level.

See accompanying notes to financial statements.

NORTHEAST FLORIDA REGIONAL COUNCIL
SCHEDULE OF PROPORTIONATE SHARE OF NET PENSION LIABILITY
LAST 10 FISCAL YEARS
(UNAUDITED)

	As of the Plan Year Ended June 30,									
	2025	2024	2023	2022	2021	2020	2019	2018	2017	2016
Florida Retirement System (FRS)										
Proportion of the net pension liability	0.002705735%	0.002566105%	0.002297357%	0.002206892%	0.001990438%	0.001743019%	0.001649535%	0.001360205%	0.001349838%	0.001336984%
Proportionate share of the net pension liability	\$ 839,728	\$ 992,690	\$ 915,424	\$ 821,141	\$ 150,355	\$ 755,450	\$ 568,077	\$ 409,701	\$ 399,273	\$ 337,590
Covered payroll	1,242,073	1,198,002	1,098,216	915,755	802,026	698,481	744,002	666,484	627,342	604,442
Proportionate share of the net pension liability as a percentage of covered payroll	67.61%	82.86%	83.36%	89.67%	18.75%	108.16%	76.35%	61.47%	63.65%	55.85%
Plan fiduciary net position as a percentage of the total pension liability	87.26%	83.70%	82.38%	82.89%	96.40%	78.85%	82.61%	84.26%	83.89%	84.88%
Health Insurance Subsidy Program (HIS)										
Proportion of the net pension liability	0.002779425%	0.002830050%	0.002771343%	0.002512300%	0.002264990%	0.002012098%	0.002224140%	0.002040122%	0.001968129%	0.001957952%
Proportionate share of the net pension liability	\$ 356,251	\$ 424,535	\$ 440,126	\$ 266,093	\$ 277,835	\$ 245,674	\$ 248,859	\$ 215,929	\$ 210,441	\$ 228,191
Covered payroll	1,242,073	1,198,002	1,098,216	915,755	802,026	698,481	744,002	666,484	627,342	604,442
Proportionate share of the net pension liability as a percentage of covered payroll	28.68%	35.44%	40.08%	29.06%	34.64%	35.17%	33.45%	32.40%	33.54%	37.75%
Plan fiduciary net position as a percentage of the total pension liability	6.36%	4.80%	4.12%	4.81%	3.56%	3.00%	2.63%	2.15%	1.64%	0.97%

NORTHEAST FLORIDA REGIONAL COUNCIL
SCHEDULE OF CONTRIBUTIONS
LAST 10 FISCAL YEARS
(UNAUDITED)

	For the Fiscal Year Ended September 30,									
	2025	2024	2023	2022	2021	2020	2019	2018	2017	2016
Florida Retirement System (FRS)										
Contractually required contribution	\$ 164,502	\$ 153,500	\$ 116,368	\$ 102,960	\$ 79,203	\$ 57,913	\$ 51,147	\$ 38,765	\$ 35,140	\$ 32,605
Contributions in relation to the contractually required contribution	164,502	153,500	116,368	102,960	79,203	57,913	51,147	38,765	35,140	32,605
Contribution deficiency (excess)	\$ <u> </u>	\$ <u> </u>	\$ <u> </u>	\$ <u> </u>	\$ <u> </u>	\$ <u> </u>	\$ <u> </u>	\$ <u> </u>	\$ <u> </u>	\$ <u> </u>
Covered payroll	\$ 1,255,635	\$ 1,226,689	\$ 1,099,292	\$ 1,018,498	\$ 821,334	\$ 698,481	\$ 744,002	\$ 666,484	\$ 627,342	\$ 604,442
Contributions as a percentage of covered payroll	13.10%	12.51%	10.59%	10.11%	9.64%	8.29%	6.87%	5.82%	5.60%	5.39%
Health Insurance Subsidy Program (HIS)										
Contractually required contribution	\$ 25,113	\$ 24,534	\$ 19,295	\$ 16,907	\$ 13,634	\$ 11,595	\$ 12,350	\$ 11,064	\$ 10,416	\$ 10,036
Contributions in relation to the contractually required contribution	25,113	24,534	19,295	16,907	13,634	11,595	12,350	11,064	10,416	10,036
Contribution deficiency (excess)	\$ <u> </u>	\$ <u> </u>	\$ <u> </u>	\$ <u> </u>	\$ <u> </u>	\$ <u> </u>	\$ <u> </u>	\$ <u> </u>	\$ <u> </u>	\$ <u> </u>
Covered payroll	\$ 1,255,635	\$ 1,226,689	\$ 1,099,292	\$ 1,018,498	\$ 821,334	\$ 698,481	\$ 744,002	\$ 666,484	\$ 627,342	\$ 604,442
Contributions as a percentage of covered payroll	2.00%	2.00%	1.76%	1.66%	1.66%	1.66%	1.66%	1.66%	1.66%	1.66%

NORTHEAST FLORIDA REGIONAL COUNCIL
COST ALLOCATION
SEPTEMBER 30, 2025

COST ALLOCATION

The following is a summary of significant cost allocation policies and results used in the preparation of the financial statements.

Cost allocation operates in accordance with an Indirect Costs Allocation Proposal (Proposal) developed annually. Although the Council receives direct federal funding, it does not rise to the dollar amount defining a "Major local government"; therefore, under the guidelines established by Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance), approval of the Indirect Costs Allocation Proposal and Rate is not mandated. However, the Council currently has an approved negotiated rate with our cognizant agency, the US Department of Commerce Economic Development Administration. The Proposal identifies shared costs and the financial bases for cost sharing. It also identifies various non-financial bases for allocating certain joint or common costs as direct costs. The concepts in the Proposal are utilized in the accounting system and produced the following actual results shown below for the fiscal year.

Leave benefits consist of accrued annual leave and other types of leave granted (i.e., sick, holiday, and administrative leave). Leave costs are accumulated in an organizational leave pool and distributed to activities based on year-to-date regular time salary costs. This resulted in all activities bearing an equitable share of leave costs and diminishes the circumstantial effects of timing associated with leave usage.

Actual leave costs and the leave rate percentage for the year ended September 30, 2025, are shown below:

Annual leave taken	\$ 69,932
Sick leave taken	73,954
Holiday leave granted	56,685
Personal leave taken	4,655
Administrative leave granted	7,447
Net change in accrued leave liability	6,604
Total leave costs	<u><u>\$ 219,277</u></u>
Leave benefit costs	<u><u>\$ 219,277</u></u>
In-service salaries	<u><u>\$ 1,076,643</u></u>

Actual leave rates by employee classification (which reflect leave eligibility) are developed and applied to the year-to-date base of regular time salaries in each project to determine its share of leave costs. In the aggregate, \$219,277, accounting for 20.37% of in-service salaries, was charged among all programs operated during the fiscal year. Separate classifications are necessary because leave benefit eligibility differs among employees.

Employee fringe benefit costs are accumulated in an organization pool as they are incurred. Fringe benefit costs are prorated by employee's proportionate share of salaries to total year-to-date organizational salaries. The classification of costs conforms to the organization's Proposal for the year in which the final rate of 35.67% was computed.

NORTHEAST FLORIDA REGIONAL COUNCIL
COST ALLOCATION
SEPTEMBER 30, 2025

The fringe benefits actual cost and final rates for the year ended September 30, 2025, are as shown in the following table:

FICA	\$ 93,215
FRS	218,003
Health insurance	137,256
Life insurance	1,561
Disability insurance	7,364
Workers compensation	4,734
Unemployment compensation	1,301
Total fringe benefit costs	<u><u>\$ 463,434</u></u>
 Total base salaries	 <u><u>\$ 1,299,380</u></u>
 Total rate	 <u><u>35.67%</u></u>

The final rate was applied to the year-to-date salaries base in each project to determine its share of fringe benefit costs. In the aggregate, \$463,434 was charged among all programs operated during the fiscal year. The use of the pool and year-to-date financial activity results in an equitable distribution among all activities regardless of individual contract periods or monthly expenditure levels.

Indirect costs consist of occupancy and central management cost that support all programs. Indirect costs are allocated among programs on the basis of salary and fringe costs. The classification of costs conforms to the organization's Proposal for the year in which a 35.27% Provisional Indirect Cost Rate was used for budgeting purposes.

Indirect costs were accumulated in an organizational pool and distributed to activities/programs based on salaries and fringe benefits in conformity with the organization's Indirect Costs Allocation Proposal. Actual indirect costs and the final rate for the year ended September 30, 2025 are as follows:

Indirect cost rate (final)	<u><u>30.59%</u></u>
Actual year-to date indirect costs	<u><u>\$ 457,064</u></u>
Base (salaries and fringe costs)	<u><u>\$ 1,493,939</u></u>

The final rate was applied to the year-to-date base in each project to determine its share of indirect costs. In the aggregate, actual costs of \$457,064 were charged among all programs operated during the fiscal year. The use of year-to-date financial information applies costs equitably regardless of individual contract periods or monthly expenditure levels.

Financial Report projects completed during the fiscal year may have reported interim costs to grantor agencies pending the determination of final costs at September 30, 2025. Interim reports may show higher or lower allocated costs which reflect changing rates after project termination. Final costs for completed projects can only be determined at the end of the organization's fiscal year.

NORTHEAST FLORIDA REGIONAL COUNCIL
DETAIL FOR STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND
BALANCE – GOVERNMENTAL FUNDS
SEPTEMBER 30, 2025

Category	Account Code Title	Final FY 24/25
Revenues		
County Assessments:	County Contributions-Baker	11,337
	County Contributions-Clay	86,934
	County Contributions-Duval	390,673
	County Contributions-Flagler	44,080
	County Contributions-Nassau	33,927
	County Contributions-Putnam	29,922
	County Contributions-St. Johns	97,884
	Subtotals	694,757
Federal Grants:	HMEP Revenue	84,959
	Northeast Florida Healthcare Coalition Revenue	784,092
	CDBG North Florida Resiliency Plan Revenue	112,733
	NFWF SASMI	28,513
	CEDS Revenue	60,952
	MIRR Revenue	264,542
	EDA 2025 Revenue	9,701
	Disaster Recovery Coordinator Revenue	89,167
	Subtotals	1,434,659
State Grants:	Health Department Exercise	17,000
	Hazards Analysis Revenue	14,226
	State SQG Revenue	4,518
	LEPC Revenue	87,815
	TD Revenue	210,749
	DOC Funding	40,369
	FDEP Funding	153,758
	Subtotals	528,435
Local Government:	Local Government Revenue	321,485
	Emergency Mngt Local Government Revenue	50,584
	Local SQG Revenue	971
	Subtotals	373,040
Regional Leadership	Regional Leadership Revenue	7,000
Interest Income	Interest Income	18,941
Miscellaneous:	Elected Officials Reception Revenue	360
	Flexible Spending Revenue	457
	JEA Revenue	17,500
	Mitigation Assessment and Planning Revenue	112,427
	Subtotals	130,744
	Total Revenue	3,187,576

NORTHEAST FLORIDA REGIONAL COUNCIL
DETAIL FOR STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND
BALANCE – GOVERNMENTAL FUNDS
SEPTEMBER 30, 2025

Category	Account Code Title	Final FY 24/25
	Expenses	
Personnel Services:		
	Program Salaries	1,101,689
	Salary Expense-AL Liability-Govt	(6,604)
	<u>Program Fringe Benefits</u>	<u>392,249</u>
	Subtotals	1,487,334
Direct Charges:		
	Postage	921
	Office Supplies	2,173
	Vehicle Maintenance	3,704
	Membership Dues	33,383
	Printing/Copying	9,560
	Advertising-Employment	50
	Advertising-Other	5,422
	Employee Training	5,790
	Bank Service Charges	438
	Technology Services	8,531
	Computer Hardware	1,246
	Computer Software	56,208
	Consultant/Professional Services	184,556
	In Region Travel	4,944
	Legal Services	30,000
	Miscellaneous	1,548
	Casualty and Other Insurances	4,511
	Office Lease	20,019
	Out of Region Travel	54,592
	Storage Units	663
	Auto Insurance	23,220
	Parking	14,468
	Board Member Travel	989
	Internet Connection	16,337
	Meeting Expenses	27,384
	Publications	2,790
	Regional Partnership Agreements	10,000
	Office Maintenance	7,636
	Cell Phones	4,271
	Registration Fees	20,088
	Emergency Management Training	19,301
	Credit Card Services Charges	206
	Staff Events	824
	HCC Medical Supplies	198,625
	Contractual Services	274,186
	Direct Exercise Expenditures	1,062
	<u>Fixed Asset Additions</u>	<u>6,134</u>
	Subtotals	1,055,778

NORTHEAST FLORIDA REGIONAL COUNCIL
DETAIL FOR STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND
BALANCE – GOVERNMENTAL FUNDS
SEPTEMBER 30, 2025

Category	Account Code Title	Final FY 24/25
Expenses		
Indirect Charges:	Indirect Salaries	197,691
	Indirect Fringe Benefits	71,185
	Telephone	647
	Postage	216
	Office Supplies	1,191
	Periodicals/Subscriptions	669
	Membership Dues	180
	Printing/Copying	1,300
	Employee Training	554
	Maintenance Agreement	6,364
	Technology Services	57,834
	Computer Software	3,816
	In Region Travel	12
	Audit Services	19,000
	Casualty and Other Insurances	5,711
	Office Lease	70,000
	Out of Region Travel	674
	Storage Units	7,056
	Internet Connection	2,214
	<u>Cell Phones</u>	<u>611</u>
	Subtotals	446,925
	Total Expenses	2,990,037
	Net change in fund balances	<u>197,539</u>

NORTHEAST FLORIDA REGIONAL COUNCIL
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
FOR THE YEAR ENDED SEPTEMBER 30, 2025

Federal Grantor / Pass-Through Grantor Program or Cluster Title, Contract No.	Assistance Listing Number	Grant or Contract Number	Expenditures
FEDERAL AGENCY			
Department of Commerce Economic Development Administration			
Direct:			
Economic Development Support for Planning Organization-CEDS	11.302	ED23ATL3020004	\$ 60,952
Economic Adjustment Assistance-Disaster Recovery Coordinator	11.307	04-79-07850	89,167
Economic Adjustment Assistance-EDA 2025	11.307	ED25ATL0G0066	9,701
Total Economic Adjustment Program Grants			<u>98,869</u>
Total Department of Commerce Economic Development Administration			<u>159,820</u>
Department of Health and Human Services			
Passed through Florida Department of Health:			
National Bioterrorism Hospital Preparedness Program-Health Care Coalition FY 24-25	93.889	COPBZ	784,092
Total Department of Health and Human Services			<u>784,092</u>
Department of Housing and Urban Development			
Passed through Florida Department of Economic Opportunity			
Community Development Block Grants/State's Program and Non-Entitlement Grants in Hawaii-HCC CDBG	14.228	MT024	112,733
Total Department of Housing and Urban Development			<u>112,733</u>
Department of Transportation			
Passed through the Florida Division of Emergency Preparedness:			
Interagency Hazardous Materials Public Sector Training and Planning Grant-HMEP 23/25	20.703	T0238	84,959
Total Department of Transportation			<u>84,959</u>
Department of Defense			
Direct:			
Community Economic Adjustment Assistance for Responding to Threats to the Resilience of a Military Installation	12.003	HQ00052410062	264,542
Passed through the National Fish and Wildlife Foundation and Legacy Philanthropy Works			
Readiness and Environmental Protection Integration Program-NFWF SASMI	12.017	LPW-NEFLRC01NCRF	28,513
Total Department of Defense			<u>293,055</u>
TOTAL EXPENDITURES OF FEDERAL AWARDS			
			<u>\$ 1,434,659</u>

The accompanying notes to schedule of expenditures of federal awards are an integral part of this schedule.

**NORTHEAST FLORIDA REGIONAL COUNCIL
NOTES TO THE SCHEDULE OF EXPENDITURES
OF FEDERAL AWARDS
FOR THE YEAR ENDED SEPTEMBER 30, 2025**

(1) Basis of Presentation:

The accompanying schedule of expenditures of federal awards includes the federal grant activity of the Northeast Florida Regional Council (the Council) and is presented on the modified accrual basis of accounting. The information in this schedule is presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Because the Schedule presents only a selected portion of the operations of the Council, it is not intended to and does not present the financial position, changes in net position, or cash flows of the Council.

(2) Summary of Significant Accounting Policies:

Expenditures reported on the schedule are reported on the accrual basis of accounting. Such expenditures are recognized following the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement.

Pass-through entity identifying numbers are presented where available.

(3) Subrecipients:

During the fiscal year ended September 30, 2025, no amounts were passed through to subrecipients.

(4) De Minimis Indirect Cost Rate Election:

The Council did not elect to use the 15% de minimis indirect cost rate as covered in §200.414, *Indirect (F&A) costs*, of the Uniform Guidance.

**NORTHEAST FLORIDA REGIONAL COUNCIL
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
FOR THE YEAR ENDED SEPTEMBER 30, 2025**

A. Summary of Auditors' Results:

Financial Statements:

Type of audit report issued on the basic financial statements: *Unmodified*.

Internal Control over Financial Reporting:

Material weakness(es) identified?	<input type="checkbox"/> yes	<input checked="" type="checkbox"/> no
Significant deficiency(ies) identified?	<input type="checkbox"/> yes	<input checked="" type="checkbox"/> none reported
Noncompliance material to financial statements noted?	<input type="checkbox"/> yes	<input checked="" type="checkbox"/> no

Federal Awards:

Internal Control over Major Programs:

Material weakness(es) identified?	<input type="checkbox"/> yes	<input checked="" type="checkbox"/> no
Significant deficiency(ies) identified?	<input type="checkbox"/> yes	<input checked="" type="checkbox"/> none reported

Type of report issued on compliance for each major federal program: *Unmodified*.

Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a)?	<input type="checkbox"/> yes	<input checked="" type="checkbox"/> none reported
Auditee qualified as a low-risk auditee?	<input checked="" type="checkbox"/> yes	<input type="checkbox"/> no

Dollar threshold used to distinguish between type A and type B programs: \$1,000,000

Major program identification:

Assistance Listing Number	Program Name
93.889	National Bioterrorism Hospital Preparedness Program

B. Financial Statement Findings: None.

C. Federal Award Findings and Questioned Costs: None.

D. Summary Schedule of Prior Audit Findings: Not applicable; no prior year findings reported.

E. Corrective Action Plan: Not applicable as no findings have been reported.



**INDEPENDENT AUDITORS' REPORT ON COMPLIANCE FOR EACH MAJOR FEDERAL
PROGRAM AND REPORT ON INTERNAL CONTROL OVER COMPLIANCE IN
ACCORDANCE WITH THE UNIFORM GUIDANCE**

To the Governing Board,
Northeast Florida Regional Council:

Report on Compliance for Each Major Federal Program

Opinion on Each Major Federal Program

We have audited the Northeast Florida Regional Council's (the Council) compliance with the types of compliance requirements identified as subject to audit in the U.S. Office of Management and Budget *Compliance Supplement* that could have a direct and material effect on each of the Council's major federal programs for the year ended September 30, 2025. The Council's major federal programs are identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs.

In our opinion, the Council complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended September 30, 2025.

Basis for Opinion on Each Major Federal Program

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America (GAAS); the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States (*Government Auditing Standards*); and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditors' Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the Council and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal program. Our audit does not provide a legal determination of the Council's compliance with the compliance requirements referred to above.

Responsibilities of Management for Compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules and provisions of contracts or grant agreements applicable to the Council's federal programs.

Auditors' Responsibilities for the Audit of Compliance

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the Council's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS, *Government Auditing Standards*, and the

Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material, if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the Council's compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the Council's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of the Council's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of the Council's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

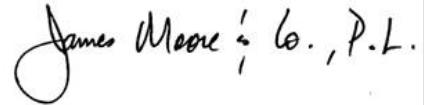
Report on Internal Control over Compliance

A *deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the Auditors' Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

A handwritten signature in black ink, appearing to read "James Moore, Esq., P.L." The signature is fluid and cursive, with "James" and "Moore" being the most prominent parts.

Daytona Beach, Florida
February 5, 2026

INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

To the Governing Board,
Northeast Florida Regional Council:

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to the financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities and each major fund of the Northeast Florida Regional Council (the Council), as of and for the year ended September 30, 2025, and the related notes to the financial statements, which collectively comprise the Council's basic financial statements and have issued our report thereon dated February 5, 2026.

Report on Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Council's internal control over financial reporting (internal control) as a basis for designing procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Council's internal control. Accordingly, we do not express an opinion on the effectiveness of the Council's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the Council's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

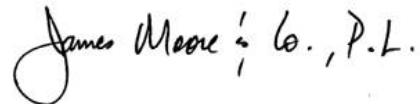
Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that were not identified.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Council's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Council's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Council's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

A handwritten signature in black ink, appearing to read "James Moore, CPA, P.L." The signature is fluid and cursive, with "James" and "Moore" being the most prominent parts.

Daytona Beach, Florida
February 5, 2026

Agenda

Item

Tab 4

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Tab 4



40 East Adams St., Ste 320, Jacksonville, FL 32202
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info@nefrc.org

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Proudly serving the communities of Baker, Clay, Duval, Flagler, Nassau, Putnam, and St. Johns Counties

MEMORANDUM

DATE: JANUARY 28, 2026

To: NORTHEAST FLORIDA REGIONAL COUNCIL BOARD OF DIRECTORS

VIA: NEFRC PERSONNEL, BUDGET & FINANCE COMMITTEE

THRU: ELIZABETH PAYNE, CHIEF EXECUTIVE OFFICER *EP*

FROM: DONNA STARLING, CHIEF FINANCIAL OFFICER *DS*

RE: NEFRC FISCAL YEAR 24/25 CLOSEOUT

Staff will provide the fiscal year 2024/2025 final reconciliation of budgeted and actual revenues and expenditures at the February 2026 board meeting.



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FY 24/25 Budget Reconciliation	Adopted Amended Budget 24/25	Final Revenues/ Expenses FY 24/25		Budget Variance
		Revenues	Expenses	
Revenues				
County Dues	\$ 694,757	694,757		-
Local Government Technical Assistance	\$ 400,684	390,540	(10,144)	
Transportation Disadvantaged (TD)	\$ 212,000	210,749	(1,251)	
Hazardous Analysis	\$ 14,417	14,226	(191)	
Local Emergency Preparedness Committee (LEPC)	\$ 90,000	87,815	(2,185)	
Hazardous Materials Emergency Preparedness (HMEP) Program	\$ 84,959	84,959	0	
Small Quantity Generator (SQG) Program	\$ 5,000	4,518	(482)	
Florida Department of Health	\$ 17,000	17,000		-
Healthcare Coalition	\$ 748,712	784,092	35,380	
CDBG North Florida Resiliency Plan	\$ 113,000	112,733	(267)	
CDBG Mitigation Assessment and Planning	\$ 105,000	112,427	7,427	
Military Installation Resilience Review (MIRR)	\$ 290,000	264,542	(25,458)	
National Coastal Resilience Program	\$ 42,617	28,513	(14,104)	
Florida Department of Environmental Protection (FDEP)	\$ 148,000	153,758	5,758	
Florida Commerce	\$ 40,369	40,369	(0)	
Economic Development Administration (EDA)-CEDS	\$ 60,000	60,952	952	
Economic Development Administration (EDA)-Visioning	\$ 20,000	9,701	(10,299)	
Disaster Recovery Coordinator	\$ 89,167	89,167	0	
Regional Leadership Academy (RLA)	\$ 5,950	7,000	1,050	
Other Revenue	\$ 16,467	19,758	3,291	
TOTAL REVENUES		\$ 3,198,099	\$ 3,187,577	\$ (10,522)
Expenses				
Salaries and Fringe	\$ 1,740,309	1,763,320	23,011	
Contract/Grant Direct Expenses	\$ 924,236	881,969	(42,267)	
Indirect - Allocated Expenses*	\$ 201,354	188,188	(13,166)	
General Fund Expense*	\$ 250,483	186,574	(63,909)	
TOTAL EXPENSES		\$ 3,116,382	\$ 3,020,050	\$ (96,332)
Net Income (loss) Prior to Pension Expenses Audit Adjustment	\$ 81,717	\$ 167,526	\$ 85,809	
Pension Expense Audit Adjustment		\$ (19,982)	\$ (19,982)	
Net Income (loss)	\$ 81,717	\$ 187,508	\$ 105,791	

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info@nefrc.org

BRINGING COMMUNITIES TOGETHER

Proudly serving the communities of Baker, Clay, Duval, Flagler, Nassau, Putnam, and St. Johns Counties

MEMORANDUM

DATE: JANUARY 28, 2026

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

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

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

RE: **BOARD OFFICER NOMINATIONS**

There are two vacant officer positions on the NEFRC Board of Directors : the President and the Secretary/Treasurer.

As it is Baker County's year to lead the NEFRC Board as President, Commissioner Jimmy Anderson seeks to serve out the remainder of the year as President.

The Secretary /Treasurer position is seeking nominations.



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MEMORANDUM

DATE: FEBRUARY 5, 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 MEMBERS

Staff request authorization for the Healthcare Coalition program to purchase equipment for hospital and Long-Term Care Facility members and county EMS agencies.

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. 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 four projects that address gaps and increase capabilities in regional medical surge and evacuation operations. Three projects will complete previous initiatives, and one is a new project.

1. In 2023, the Coalition purchased pediatric restraints for county EMS Rescue units. There continues to be a need for specialized restraints in some counties.
2. In 2025, the Coalition purchased evacuation sleds for long-term care facilities. Additional facilities need this equipment.
3. In 2025, the Coalition began an initiative to increase medical surge capabilities for hospitals by purchasing 5-pack disaster stretcher units. This project will continue until all needs are met.
4. The new project for 2026 focuses on hospital evacuations and will purchase medical evacuation sleds designed for hospital patients.



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Request

Long Term Care Facility Evacuation Sleds

Advanced Egress Solutions is the sole distributor in Florida for this product. Three facilities requested a total of 7 bariatric sleds. The cost for the seven sleds plus shipping to each facility is \$3,700.00.

Facility	Bariatric	Total
Woodland Grove - Jacksonville	1	500
Tri-County Nursing - Trenton	4	2000
Lafayette Nursing Home	2	1000
Total	7	3500
Sleds & Shipping to Each Facility	Total	3,700.00

Hospital Evacuation Sleds

Ethos Evacuations Strategies is the sole distributor in Florida for this product. Sixteen hospitals requested a total of 133 Med Sleds. The total cost of the sleds, including shipping to each facility, is \$74,372.00.

Facility	Bariatric	Standard	Youth	Infant
AdventHealth Palm Coast	6	6	1	-
AdventHealth Palm Coast Parkway	4	4	1	-
Ascension St. Vincent's Clay	5	5	5	1
Ascension St. Vincent's St. Johns	5	5	5	1
Baptist Health Nassau	1	2	-	-
Baptist Medical Center Beaches	5	5	-	-
Brooks Rehabilitation	-	-	2	-
HCA Florida Ocala Hospital	2	12	-	-
HCA Florida Orange Park Hospital	1	-	-	2
HCA Florida West Marion	1	1	1	1
Lake Butler Hospital	1	-	1	1
PAM Specialty Hospital Jax	5	5	-	-
UF Health Jacksonville Downtown	4	4	-	-
UF Health Jacksonville North	4	4	-	-
UF Health Shands	-	-	6	6
UF Health St. Johns	-	2	-	-
Totals	44	55	22	12



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Quote from Ethos

Sled Type	QTY	Price	Total
Bariatric - Retail \$495.00	44	\$435	19,140
Standard - Retail \$480.00	55	422	23,210
Youth - Retail \$455.00	22	399.5	8,789
Infant 6 Set - Retail \$1,495.00	12	1,495	17,940
Shipping to each facility			5,293
		Total	74,372

Staff respectfully recommend that the Northeast Florida Regional Council's Personnel, Budget & Finance Committee grant staff authorization to purchase equipment from Ethos Evacuation Solutions and Advanced Egress Solutions for the Long-Term Care and Hospital Evacuation Equipment projects.



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Healthcare Coalition Program: Equipment Purchase Request



A program of the Northeast Florida Regional Council

Leigh Wilsey
Healthcare Coalition Program Manager
LWilsey@NEFRC.org

Annie Sieger
Senior Regional Planner
ASieger@NEFRC.org

1

ASPR/HPP Program Funding through Cooperative Agreement with FDOH

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

ASPR
ASSISTANT SECRETARY FOR
PREPAREDNESS AND RESPONSE

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

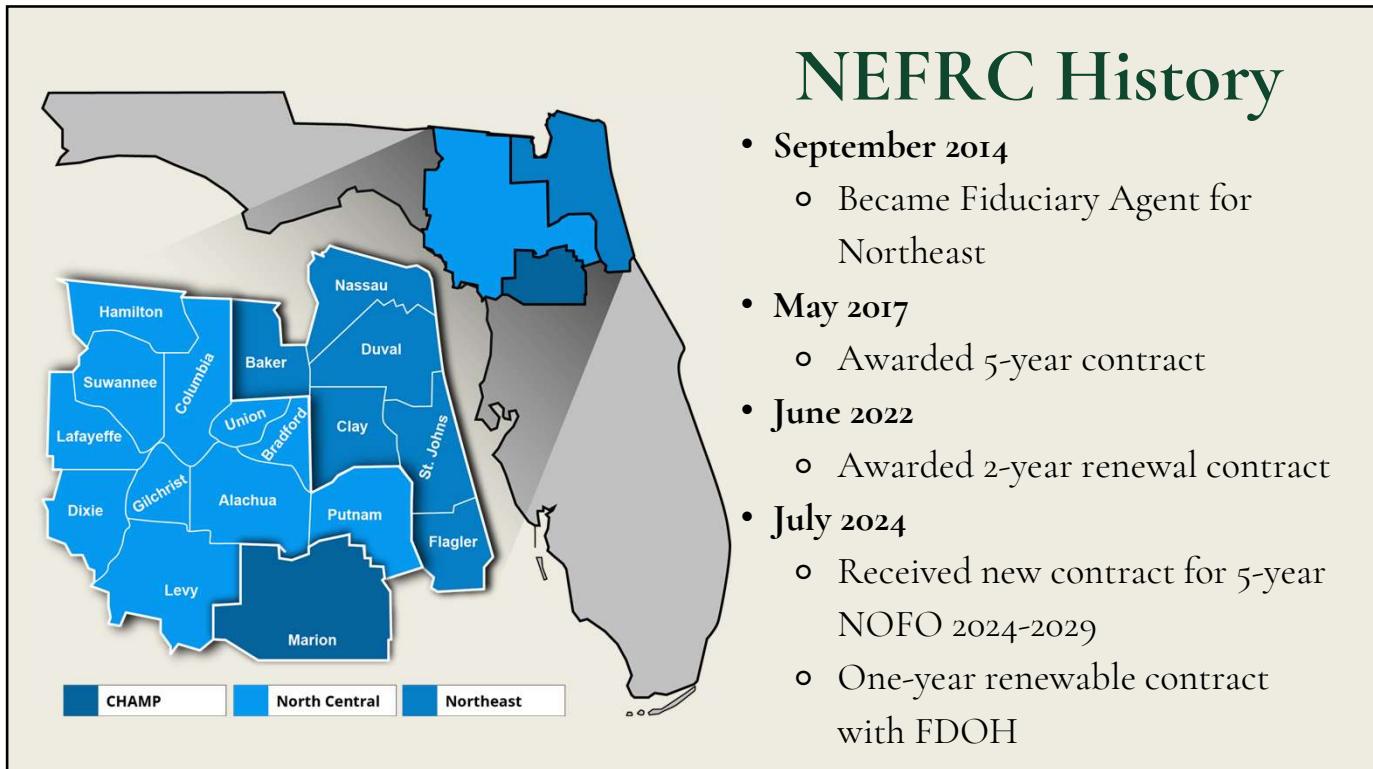
NATIONAL PARTICIPATION RATE OF HCC CORE MEMBERS

Core Member Type	Participation Rate
Acute care hospitals	92%
Public health agencies	90%
Emergency management agencies	82%
Emergency medical services (EMS)	42%

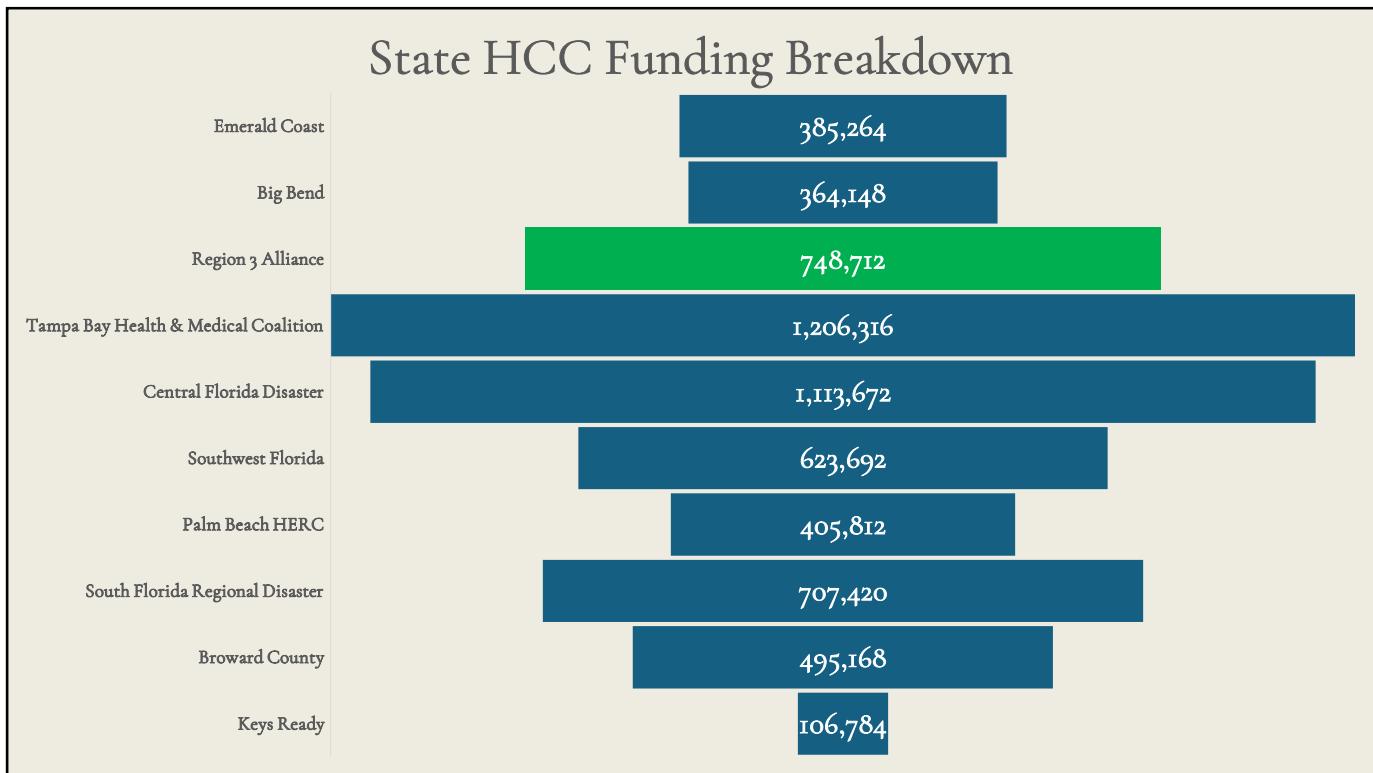
Key HCC activities include:

- ✓ 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

2



3



4

Project Funding

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

5

Continuing Project



**Evacuation Sleds for
Long-Term Care Facilities**
Advanced Egress Solutions
(Sole Florida Distributer)

**3 Facilities Requested
Bariatric Albac Mats**

Facility	Bariatric	Total
Woodland Grove - Jacksonville	1	500
Tri-County Nursing - Trenton	4	2000
Lafayette Nursing Home	2	1000
Total	7	3500
Sleds & Shipping to Each Facility	Total	3,700.00

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Evacuation Sleds for Hospitals

Ethos Evacuation Strategies
(Sole Florida Distributer)

Med Sled Bariatric
Med Sled Standard
Med Sled Youth
Med Sled Infant

16 Hospitals Requested Sleds

New Project



7

Quote for 133 Med Sleds from Ethos Evacuation Strategies

Sled Type	QTY	Price	Total
Bariatric - Retail \$495.00	44	\$435	19,140
Standard - Retail \$480.00	55	422	23,210
Youth - Retail \$455.00	22	399.5	8,789
Infant 6 Set - Retail \$1,495.00	12	1,495	17,940
Shipping to each facility			5,293
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Facility	Bariatric	Standard	Youth	Infant
AdventHealth Palm Coast	6	6	1	-
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Baptist Health Nassau	1	2	-	-
Baptist Medical Center Beaches	5	5	-	-
Brooks Rehabilitation	-	-	2	-
HCA Florida Ocala Hospital	2	12	-	-
HCA Florida Orange Park Hospital	1	-	-	2
HCA Florida West Marion	1	1	1	1
Lake Butler Hospital	1	-	1	1
PAM Specialty Hospital Jax	5	5	-	-
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UF Health Jacksonville North	4	4	-	-
UF Health Shands	-	-	6	6
UF Health St. Johns	-	2	-	-
Totals	44	55	22	12

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Additional Equipment Purchasing

Preparing Request for Quotes from Vendors

- Hospital Surge Stretchers
- Pediatric Restraints

Disaster Stretchers for Hospitals



PediMate+
10-100 lbs.



NeoMate
5-14 lbs.



KangooFix
3.5-11 lbs.



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Staff Requests

Staff respectfully request the Northeast Florida Regional Council's Personnel, Budget & Finance Committee and Board grant staff authorization to purchase equipment from:

Advanced Egress Solutions for the Long-Term Care Evacuation project.

And

Ethos Evacuation Solutions for the Hospital Evacuation project.

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MEMORANDUM

DATE: JANUARY 28, 2026

To: NORTHEAST FLORIDA REGIONAL COUNCIL BOARD OF DIRECTORS

THRU: NEFRC PERSONNEL, BUDGET & FINANCE COMMITTEE

FROM: BETH PAYNE, CHIEF EXECUTIVE OFFICER 

RE: REVISED FINANCIAL POLICIES

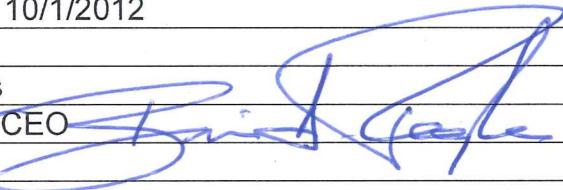
With a vacancy in the Secretary/Treasurer position, NEFRC staff took the opportunity to review the agency's financial policies. Staff will present several options on revisions, mainly to address the signature policy for NEFRC issued checks. We will also discuss the role of the Secretary/Treasurer in financial matters of the NEFRC.



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

Subject/Program: Cash Disbursement
Policy # 2-16A
Effective Date: 10/1/2014
Supersedes Policy # 2-16
Previous Policy Effective Date: 10/1/2012
Number of Pages: 2
Department: Financial Services
Approved By: Brian D. Teeple, CEO
Approved Date: 10/1/2014



POLICY: Cash Disbursement Procedures and Internal Controls

PURPOSE: Describes Cash Disbursement Procedures and Internal Controls

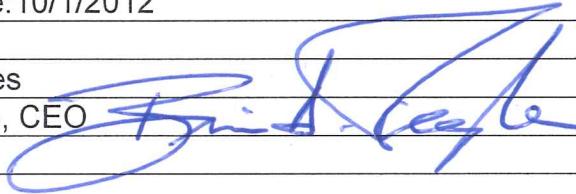
PROCEDURES:

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, except for petty cash transactions.
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 or CFO is authorized to sign checks internally and the Board Secretary/Treasurer is generally an imprinted signature. The CFO only signs checks in the CEO's absence, with the CEO's approval.
6. For internal control purposes, staff other than the individual who processes the check should run the checks through the signature imprint machine.
7. Fully endorsed checks are held in the safe until distribution or mailing.
8. The CFO shall be responsible for all blank checks and for maintaining appropriate inventory control and security of blank checks.
9. All blank checks are kept in a locked safe.

10. 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.

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

Subject/Program: Financial Responsibilities
Policy # 2-10A
Effective Date: 10/1/2014
Supersedes Policy # 2-10
Previous Policy Effective Date: 10/1/2012
Number of Pages: 2
Department: Financial Services
Approved By: Brian D. Teeple, CEO
Approved Date: 10/1/2014



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 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

<u>RESPONSIBILITY</u>	<u>TITLE</u>
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
Approves Purchase Orders	Chief Executive Officer
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 Chief Financial Officer

Resolution

Northeast Florida Regional Council

2014-12

Granting

Signatory Authority

WHEREAS, the Council employs the Chief Executive Officer and the Chief Financial Officer/Chief Operations Officer to administer the day-to-day operations of the Council and to carry out the policies set forth by the Council; and

WHEREAS, the Council has policies regarding the signatory spending limits of the CEO and CFO/COO regarding the financial obligation of the Council, as set forth in the Purchasing Policy Manual, as amended from time-to-time; and

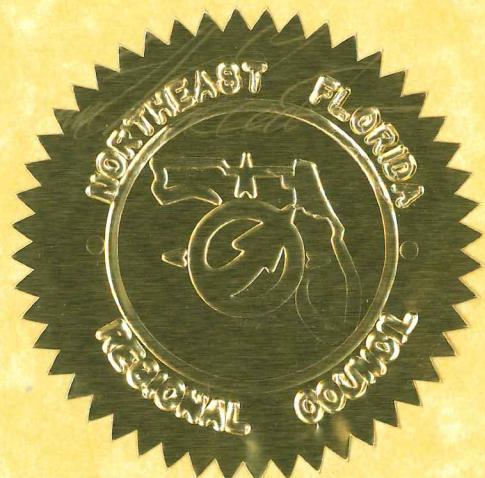
WHEREAS, it has been Council practice that the CEO and CFO/COO signed all revenue generating contract grants, agreements, or similar instruments, except where the funding entity required Board action and the Chair's signature; and

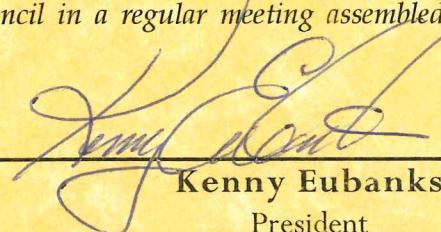
WHEREAS, it is the Council's desire to develop mechanisms that enhance the agency's financial well-being while simultaneously being responsive to the efficiency desires of our financial partners.

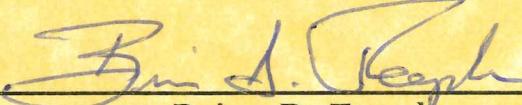
NOW, THEREFORE, BE IT RESOLVED BY THE BOARD THAT:

1. The policy body of the Northeast Florida Regional Council hereby authorizes, consistent with agency practice, the CEO and CFO/COO to execute on behalf of the Council, all bank accounts signature cards/resolutions, contracts, grants, and agreements for the Council and which do not financially obligate the Council in excess of the CEO and CFO/COO signature spending limit, as set forth in the Council's Purchasing Policy Manual, as may be amended from time-to-time.
2. The Policy as articulated above remains in effect unless rescinded by the Council.

Unanimously adopted by the Northeast Florida Regional Council in a regular meeting assembled in the City of Jacksonville, on the second day of October 2014.




Kenny Eubanks
President


Brian D. Teeple
CEO