

NEFRC

BOARD OF DIRECTORS Meeting



Northeast Florida Regional Council
In-Person Only



📍 40 East Adams St., Ste 320, Jacksonville, FL 32202
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Proudly serving the communities of Baker, Clay, Duval, Flagler, Nassau, Putnam, and St. Johns Counties

MEMORANDUM

DATE: OCTOBER 3, 2024

TO: NORTHEAST FLORIDA REGIONAL COUNCIL BOARD OF DIRECTORS

FROM: ELIZABETH PAYNE, CHIEF EXECUTIVE OFFICER 

RE: NEXT BOARD MEETING

The next Board of Directors meeting will be held on **November 7, 2024 at 10:00 a.m.** This will be a hybrid meeting, virtual and in-person, at the Northeast Florida Regional Council's **new Office location**, in the **Jessie Ball DuPont Center, 40 East Adams Street**, Jacksonville, FL 32202.



Northeast Florida Regional Council

BOARD of DIRECTORS

A G E N D A

**Department of Health-Clay County
1845 Town Center Blvd., Bldg. 600
Fleming Island, FL 32003**

**THURSDAY, OCTOBER 3, 2024
10:00 a.m.**

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

TAB

- 1. Call to Order
- 2. Welcome / Roll Call – President Whitehurst
- 3. Pledge of Allegiance and Invocation – President Whitehurst
- 4. Welcome to Clay County – Howard Wanamaker, County Administrator
- 5. Passing of the Gavel – Outgoing President Whitehurst / Incoming President Renninger
- 6. FY 24/25 Committee Appointments – President Renninger 1**
- 7. FY 24/25 Meeting Schedule – Ms. Payne 2
- 8. Invitation to Speak – President Renninger

Members of the public are welcome and encouraged to speak on any item brought before the Council. The public will be recognized during public comments. At that time, virtual attendees who would like to speak will be asked to raise their (electronic) hand and they will be recognized in the order of response.

- *9. Consent Agenda – President Renninger**
 - A. September 5, 2024 Draft Meeting Minutes 3
 - B. Comprehensive Plan Amendment Review Report 4
 - Clay County Transmitted Amendment 24-3ER
 - City of Jacksonville Adopted Amendment 24-2ESR
 - City of Jacksonville Transmitted Amendment 2024-516
 - City of Palm Coast Transmitted Amendment 24-1ESR



10. Other Reports/Action Items

A. Presentation: 2055 Florida Transportation Plan – Ms. Amy Roberson, Planning Supervisor, SUN Trail & Transportation Alternatives Coordinator, Planning & Environmental Management Office, Florida Department of Transportation, District 25

B. Comprehensive Plan Policy Issue – Mr. Jordan.....6

*C. August 2024 Financial Report – Ms. Starling7

***D. Request For Proposal: Audit Services – Ms. Starling8**

***E. Regional Community Institute Membership – Mr. Nolen9**

F. Attendance Roster – Ms. Payne10

G. FY 2023-2024 Annual Report – Ms. Payne11

H. Program Spotlight: Healthcare Coalition Update – Ms. Wilsey12

I. Community Resiliency Update – Ms. Ilami13

11. Public Comment – LIMITED TO 3 MINUTES PER SPEAKER

12. Local & Regional Issues Discussion – President Renninger

13. Ex-Officio Members’ Reports:

- Florida Department of Commerce – Mr. Register
- Florida Department of Environmental Protection – Ms. Craver
- St. Johns River Water Management District – Mr. Conkey

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

15. Upcoming Events:

- Oct. 11, 2024 – COJ Environmental Symposium at University of North Florida
- Oct. 16, 2024 – St. Augustine Vision Plan Meeting #4, St. Augustine
- Oct. 23, 2024 – North Central Florida Healthcare Coalition Meeting
- Oct. 29, 2024 – St. Augustine Vision Plan Meeting #5, St. Augustine
- Nov. 7, 2024 – NEFRC Board Meeting & Open House, Jacksonville
- Nov. 7, 2024 – Transportation Disadvantaged LCB Meeting, Duval County
- Nov. 12, 2024 – Transportation Disadvantaged LCB Meeting, St. Johns County
- Nov. 13, 2024 – St. Augustine Vision Plan Final Meeting, St. Augustine
- Nov. 13, 2024 – Transportation Disadvantaged LCB Meeting, Flagler County
- Nov. 18, 2024 – Transportation Disadvantaged LCB Meeting, Putnam County



Upcoming Events *(Continued)*

- Nov. 18, 2024 – Transportation Disadvantaged LCB Meeting, Clay County
- Nov. 21, 2024 – Transportation Disadvantaged LCB Meeting, Baker County
- Nov. 21, 2024 – Transportation Disadvantaged LCB Meeting, Nassau County

16. Next Board Meeting:

THURSDAY, NOVEMBER 7, 2024

40 East Adams Street
Jacksonville, FL 32002

17. Adjournment

(*Denotes Action Required)



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NORTHEAST FLORIDA REGIONAL COUNCIL

2024/2025 COMMITTEE MEMBERSHIP ASSIGNMENT

President: Jim Renninger
(Serves as a Voting Ex-Officio of all Committees)
1st Vice President: James Bennett
2nd Vice President: Ken Amaro
Secretary/Treasurer: Darryl Register

EXECUTIVE COMMITTEE

(Quorum: 3)

Responsibilities: To act on behalf of the Board, in the months when there is no regular Board meeting; make selections, after input and recommendations by staff, for the yearly Regional Leadership Awards; and when called by the President.

Chair: Jim Renninger (Clay)
Vice Chair: James Bennett (Baker)
Ken Amaro (Duval)
Andy Dance (Flagler)
Larry Harvey (Putnam)
John Martin (Nassau)
Darryl Register (Baker)
Christian Whitehurst (St. Johns)

PERSONNEL, BUDGET, AND FINANCE POLICY COMMITTEE

(Quorum: 4)

Responsibilities: Provide policy direction, input and recommendations to the Board of Directors on annual agency budget and revisions, investment and finance policies, personnel policies, purchasing policies, annual audit review and reconciliation, annual executive director employment contract, and any other matter appropriately coming before the Committee.

Chair: Darryl Register (Baker)
Vice Chair: John Martin (Nassau)
James Bennett (Baker)
Mike Gay (Duval)
Christian Whitehurst (St. Johns)
TBD (Clay)
TBD (Flagler)
TBD (Putnam)

LEGISLATIVE POLICY COMMITTEE (Quorum 4)

Responsibilities: Provide policy direction, input and recommendations to the Board of Directors on external legislative initiatives and proposals as well as develop legislative positions appropriate for the Region and the Council and any other issue appropriately coming before the Committee.

Chair: TBD

Larry Harvey (Putnam)
Sean Lynch (Duval)
John Martin (Nassau)
Darryl Register (Baker)
Jim Renninger (Clay)
Christian Whitehurst (St. Johns)

AFFORDABLE HOUSING COMMITTEE: (Quorum 3)

Responsibilities: Examine the Local Housing Assistance Plans for each county in the Region and provide recommendations, based on the Strategic Regional Policy Plan, to the Board of Directors.

*** Convened As Needed ***

FLORIDA REGIONAL COUNCILS ASSOCIATION REPRESENTATIVES

TBD (Municipal Rep.)
Darryl Register (Gubernatorial Rep.)
Christian Whitehurst (County Rep.)

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FY 24/25 MEETING SCHEDULE

Meetings are held at NEFRC Office: 40 East Adams Street., Jacksonville, FL 32202
unless otherwise stated.

PBF COMMITTEE & BOARD OF DIRECTORS

Meet at 9am and 10am respectively.

October 3, 2024 (*Board Only*)

(Dept. of Health-Clay County, 1845 Town Center Blvd.,
Building 600, Fleming Island, FL 32003)

November 7, 2024

January 9, 2025 (due to New Year's Day)

February 6, 2025

March 6, 2025

May 1, 2025

June 5, 2025

July 3, 2025

September 4, 2025

EXECUTIVE COMMITTEE

Meets Quarterly at 10am

December 5, 2024

April 3, 2025

August 7, 2025

AFFORDABLE HOUSING COMMITTEE

Meets as needed

LEGISLATIVE COMMITTEE

Meets as needed



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NORTHEAST FLORIDA REGIONAL COUNCIL
Board of Directors Meeting
September 5, 2024

MINUTES

The Northeast Florida Regional Council Board of Directors held a meeting at 40 East Adams Street, Jacksonville, FL on Thursday, September 5, 2024; **President Whitehurst** called the meeting to order at 10:00 a.m.

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

BAKER: Commissioner Anderson
Commissioner Bennett
Mr. Griffis
Mr. Register

CLAY: Commissioner Renninger
Mr. Kennedy (virtual)

DUVAL: Council Member Gay
Mayor Lynch

FLAGLER: Commissioner Dance
Commissioner Sullivan (virtual)

NASSAU: Mr. Drew (virtual)
Commissioner Martin

PUTNAM: Commissioner Harvey

ST. JOHNS: Commissioner Horvath
Commissioner Whitehurst

EX-OFFICIO: Mr. Conkey, St. Johns River Water Management District
Mr. Dixon, Florida Department of Transportation (virtual)
Mr. Hart, Florida Department of Commerce

Excused: Commissioner Alaimo, Mayor Alfin, Councilmember Amaro, Mr. Bourre,
Commissioner Condon, and Vice-Mayor Sturges

Absent: Commissioner Adamczyk, Mayor Brown

Guest: Ayolane Halvsky, Ben Brandao, Bill White

Staff: Eric Anderson, Elizabeth Payne, Donna Starling, Kenajawa Woody, Tyler Nolen,
et al.

INVITATION TO SPEAK

President Whitehurst stated that members of the public are welcome to speak on any item before the Board. The public will be recognized during public comment.

*CONSENT AGENDA

The Consent Agenda was unanimously approved by all members in attendance.

OTHER REPORTS/ACTION ITEMS

Presentation: The Corridor, Trails, and Ecosystem

Mr. Jason Lauritsen, Chief Conservation Officer, Florida Wildlife Corridor Foundation, provided the Council with a presentation that highlighted the corridor, trails, and ecosystem. Discussion followed.

CEO Evaluation Overview

Chair Register provided an overview of the CEO's Evaluation results and informed the Members of the Executive Committee's approval of a two percent cost of living increase.

*Proposed FY 24/25 Officer Nominations

The proposed FY 24/25 Officer Nominations were presented as follows: President – Commissioner Renninger, Clay County; 1st Vice President – Commissioner Bennett, Baker County; 2nd Vice President – Councilmember Amaro, Duval County, and Secretary Treasurer – Mr. Darryl Register, Baker County. **The FY 24/25 slate of officers was unanimously approved by all members in attendance.**

Community Resiliency Update

Ms. Ilami provided an overview of the resiliency activities to date.

Program Spotlight: Economic Development Update

Ms. Dominques provided an update on economic development projects including the City of Palatka Vision Plan, St. Augustine Vision Plan Update, the Northeast Florida Shrimping Industry Market Study, and the Town of Welaka Historic Properties Survey.

Regional Leadership Academy Update

Mr. Nolen provided an overview of the Regional Leadership Academy's final class for the 2024 program. He also announced that applications for the 2025 class is now available.

Public Comment – Mr. Benjamin Brandao, 291 Cubbedge Rd., St. Augustine, FL., representing Florida Paddling Trails Association and American Canoe Association. Mr. Brandao spoke on accessibility of paddling and canoe trails.

Local and Regional Issues Discussion

Commissioner Renninger thanked the Members for their support in selecting him to lead the organization in the upcoming fiscal year. He also shared his appreciation for the CEO and Council staff for the range of issues they address, which in turn assist local governments.

Commissioner Martin congratulated elected officials who won their election and thanked those who did not prevail for their service.

President Whitehurst he is looking forward to the presidency of Commissioner Renninger and thanked everyone for the opportunity to serve as the current president.

EX-OFFICIO MEMBERS' REPORT

For the Department of Commerce, **Mr. Register** shared information on issues surrounding concerns about cybersecurity as it relates to remote working since the pandemic.

Mr. Dixon, Department of Transportation, shared information about the upcoming widening project on I-95 from Emerson Street to Atlantic Blvd. in Jacksonville with completion in Spring 2028. A virtual meeting on this project is scheduled for September 16, 2024 at 5pm; register at www.nflroads.com/vph. An in-person meeting is scheduled for September 17, 2024 at 4:30 at the Department's Urban Office, 2198 Edison Avenue, Jacksonville, FL 32204.

Mr. Conkey, St. Johns Water Management District, commented on blooms and micro system toxins that are currently being discussed in the Region. The WMD has data on this and is available on their website; he can be contacted for assistance in accessing it, if needed.

CHIEF EXECUTIVE OFFICER'S REPORT

Ms. Payne shared information on the November official open house. She continues to meet with the Chair of each County Commission and County Administration around the Region to share the Return-on-Investments while monitoring their budget meetings. Ms. Payne also shared that while Ms. Margo Moehring retired from full-time service to the Council approximately two years ago, she stayed on as the part time Executive Director of the Regional Community Institute and her last day will be September 30th following the RCI Board meeting/RLA graduation. She invited those Members present to visit our new offices if interested following the meeting.

Next Meeting Date: The next meeting will be October 3, 2024; in-person only in Clay County

Meeting Adjourned: 11:55 a.m.

Jim Renninger
President

Elizabeth Payne
Chief Executive Officer

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MEMORANDUM

DATE: SEPTEMBER 25, 2024

TO: NORTHEAST FLORIDA REGIONAL COUNCIL BOARD OF DIRECTORS

THRU: ELIZABETH PAYNE, CHIEF EXECUTIVE OFFICER 

FROM: ROBERT JORDAN, REGIONAL PLANNER 

RE: LOCAL GOVERNMENT COMPREHENSIVE PLAN AMENDMENT REVIEWS

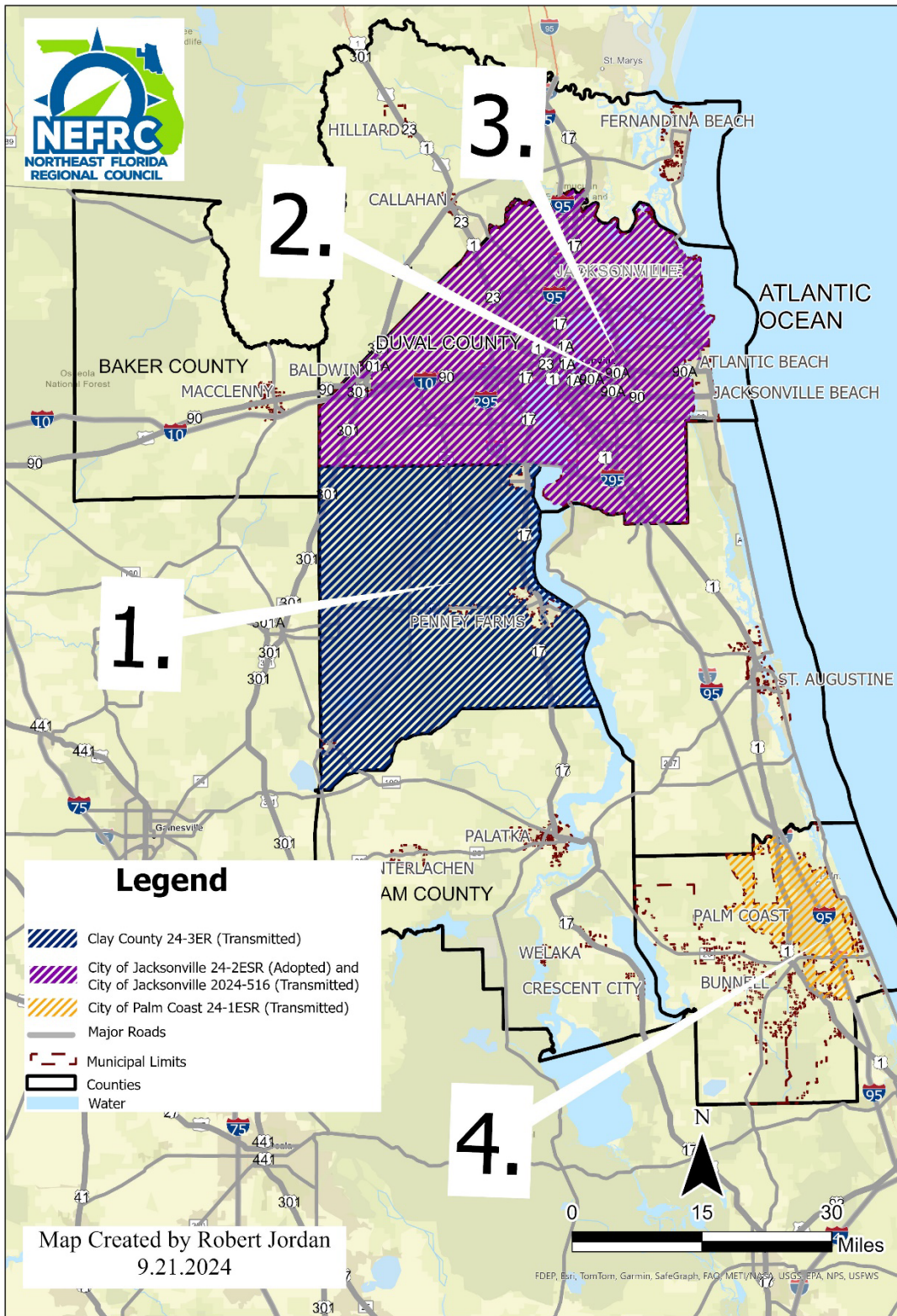
Pursuant to Section 163.3184, Florida Statutes, Council review of transmitted and adopted amendments to local government comprehensive plans is limited to adverse effects on regional resources and facilities identified in the Strategic Regional Policy Plan. The review is also limited to extra-jurisdictional impacts that are inconsistent with the comprehensive plan of any local government within the region. Pursuant to Section 163.3184, Florida Statutes, a written report with an impact evaluation should be provided to the local government and the State land planning agency (Florida Commerce) within 30 calendar days of receipt (of the amendment). A regional map of the listed amendments is provided on the next page, and the site-specific maps and policy text are provided in the appendix herein. Upon approval of this report by the Northeast Florida Regional Council (NEFRC) Board of Directors for transmittal to the State land planning agency, a copy will be provided to the respective local government.

Recommendation

Staff respectfully recommends that the NEFRC Board of Directors approve the staff review report for Clay County Transmitted Amendment 24-3ER, the City of Jacksonville Transmitted Amendment 2024-516, and the City of Palm Coast Transmitted Amendment 24-1ESR. Staff also respectfully recommends that the NEFRC Board of Directors concur that the City of Jacksonville Adopted Amendment 24-2ESR is consistent with the Strategic Regional Policy Plan.

REGIONAL MAP OF AMENDMENT LOCATION SITES

October 2024 Board Comprehensive Plan Amendments



| Local Govt. & Plan Amendment | No. on Regional Map | Transmitted | Adopted | County Location | Due Date to be Mailed to Local and State Govt. | Local Govt. Item Number |
|------------------------------|---------------------|-------------|---------|-----------------|--|-------------------------|
| Clay County 24-3ER | 1 | X | | Clay | 10-4-2024 | 2023-01 |

- **Type:** Text Amendment
- **Issue:** This proposed amendment is an Evaluation and Appraisal Review (E.A.R.) update to the Clay County Comprehensive Plan to address changes in state statutory regulations and local conditions since the last comprehensive plan update in 2018.
- **Background:** County staff have reviewed the current 2040 Comprehensive Plan and identified needed updates. These changes fall into two categories. The first is statutory-based changes, meaning updates are required due to statutory changes that have taken place since the last E.A.R. update was done in 2017. The second category is local need-based changes, meaning updates are required to keep the Comprehensive Plan consistent with the Land Development Code and to reflect any changes needed to address local issues. In addition, staff verified that all citations of Florida Statute sections and Florida Administrative Code sections through the Comprehensive Plan remained accurate and made any necessary changes. One statutory change that should be highlighted at the start of this report is a change in 2023 that affected the Comprehensive Plan’s planning horizon. Based on the new legislation, each plan must now include two planning periods; one covering at least the first 10-year period occurring after the plan’s adoption, and one covering at least 20 years. This comprehensive plan amendment includes changes in multiple elements to reflect the new planning horizon from 2040 to 2045.
- **Impacts:** No impacts to Resources of Regional Significance or extra-jurisdictional impacts to adjacent jurisdiction’s comprehensive plans are expected considering this a text amendment.
- **Recommended Intergovernmental Coordination:** No intergovernmental coordination is needed considering that this is a text amendment.

| Local Govt. & Plan Amendment | No. on Regional Map | Transmitted | Adopted | County Location | Due Date to be Mailed to Local and State Govt. | Local Govt. Item Number |
|----------------------------------|---------------------|-------------|---------|-----------------|--|-------------------------|
| The City of Jacksonville 24-2ESR | 2 | | X | Duval | 10-4-2024 | Ordinance 2024-517-E |

- **Type:** Map Series
- **Issue:** This adopted amendment to the Future Land Use Element Map Series and Transportation Element Map Series of the 2045 City Comprehensive Plan updates the Coastal High Hazard Areas and Hurricane Evacuation Zones Maps.
- **Background:** Section 163.3179, Florida Statutes, requires the designation of coastal high-hazard areas (CHHA) in the local comprehensive plan. The statute defines the CHHA as the area below the elevation of the Category 1 Storm Surge Line as established by Sea, Lake, and Overland Surges from Hurricanes (SLOSH) computerized storm surge model. The SLOSH model for Northeast Florida is periodically updated by the Northeast Florida Regional Council and this amendment updates the map consistent with the most recent data from 2021. Please see Exhibit 4 in the Appendix for the amended Coastal High Hazard Areas and Evacuation Zones Map. Florida Commerce, the State Land Planning Agency, reviewed the amendment under the expedited state review process and had no comment on the amendment. Various agencies reviewed this application and responded but made no comments on the amendment. After the transmittal of the text amendment package, the City Council revised the adopting ordinance to include an amendment stating that the requirements of the adopted Coastal High Hazard Areas and Hurricane Evacuation Zones Map shall not apply to any pending land use amendment or rezoning application which was paid and filed with the Planning and Development Department before the effective date of Ordinance 2024-517-E. The effective date of Ordinance 2024-517-E is September 11, 2024. See Exhibit 1 in the Appendix for the CHHA and Evacuation Zones Map.
- **Impacts:** No impacts to Resources of Regional Significance or extra-jurisdictional impacts to adjacent jurisdiction's comprehensive plans are expected considering this a text amendment.
- **Recommended Intergovernmental Coordination:** No intergovernmental coordination is needed considering that this is a text amendment.

| Local Govt. & Plan Amendment | No. on Regional Map | Transmitted | Adopted | County Location | Due Date to be Mailed to Local and State Govt. | Local Govt. Item Number |
|---|---------------------|-------------|---------|-----------------|--|-------------------------|
| The City of Jacksonville 2024-516 | 3 | X | | Duval | 10-4-2024 | Ordinance 2024-516-E |
| <ul style="list-style-type: none"> • Type: Text Amendment • Issue: This proposed amendment is an Evaluation and Appraisal Review (E.A.R.) update to the City of Jacksonville’s Comprehensive Plan to address changes in state statutory regulations. • Background: City staff reviewed the current Comprehensive Plan and identified needed updates based on statutory-based changes, meaning updates are required due to statutory changes that have taken place since the last E.A.R. update. One of the major changes is the update of the planning horizon to 2045 to reflect the recent requirements for a 20-year planning horizon. • Impacts: No impacts to Resources of Regional Significance or extra-jurisdictional impacts to adjacent jurisdiction’s comprehensive plans are expected considering this a text amendment. • Recommended Intergovernmental Coordination: No intergovernmental coordination is needed considering that this is a text amendment. | | | | | | |

| Local Govt. & Plan Amendment | No. on Regional Map | Transmitted | Adopted | County Location | Due Date to be Mailed to Local and State Govt. | Local Govt. Item Number |
|--------------------------------|---------------------|-------------|---------|-----------------|--|-------------------------|
| The City of Palm Coast 24-1ESR | 4 | X | | Flagler | 10-4-2024 | Ordinance 2024-516-E |

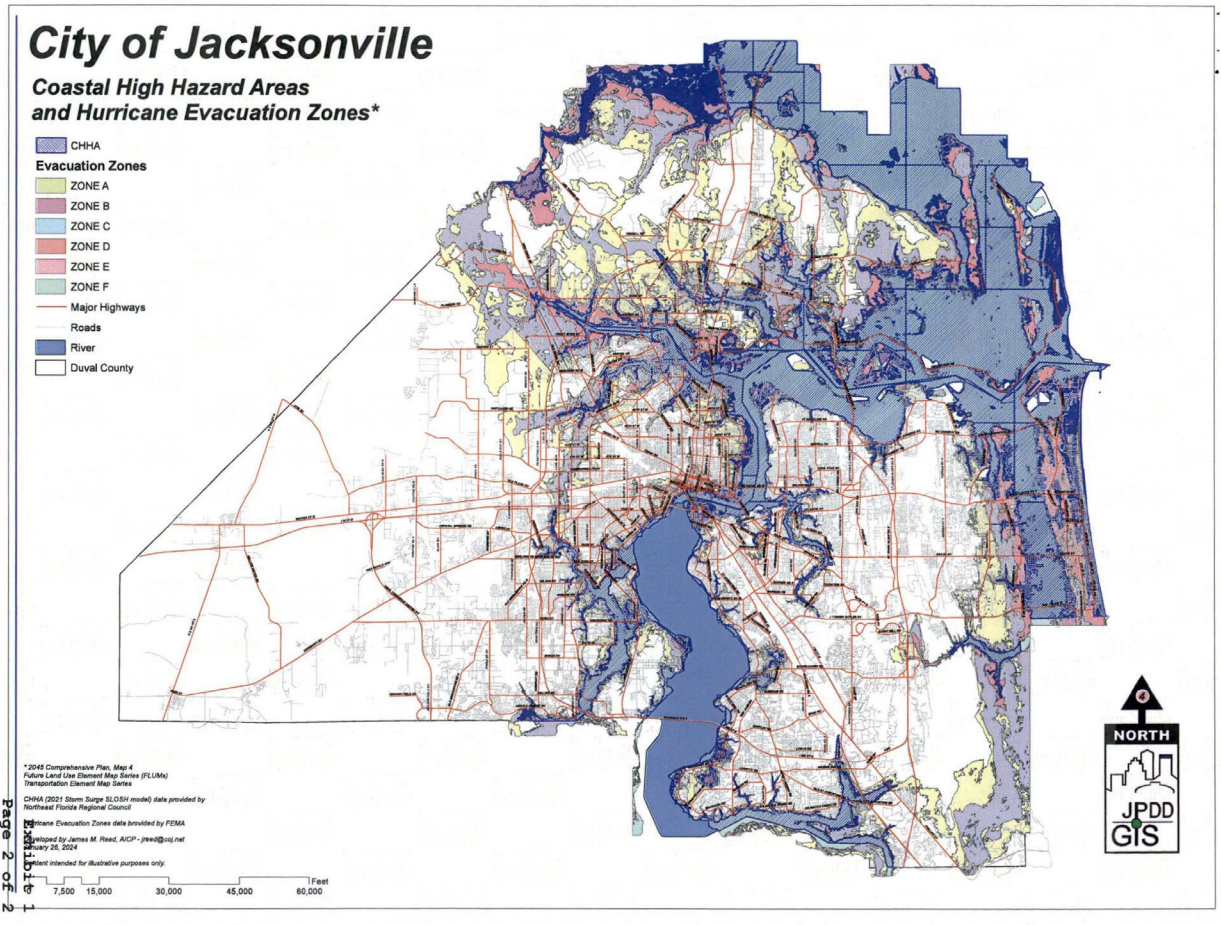
- **Type:** Text
- **Issue:** The proposed amendment is a product of its “Imagine 2050” Vision to update its Comprehensive Plan.
- **Background:** This proposed amendment was initiated as a top priority by the City Council’s **Strategic Action Plan** pillar for a “Strong Resilient Economy”. The process of updating the Comprehensive Plan relied on a complete community dialogue and vision exercise to develop a set of guiding principles that serve as the building block for updating the Comprehensive Plan's Goals, Objectives, and Policies. Through this public outreach, the engagement reached over 85,000 residents through various strategies including:
 - the Project Website (including the Social Pinpoint platform),
 - Pop-up Events,
 - Civic Group Meetings,
 - Social Media Campaigns,
 - Press Releases/Newsletters,
 - Project Ambassadors, and
 - Media Coverage.

The amendment is being submitted under the expedited state review process. The City anticipates the adoption of the proposed amendment in October 2024. The community interests at the forefront of the engagement process are reflected in the guiding principles developed to update or add new policies to the Comprehensive Plan:

 - Protect Ecosystems, Natural and Cultural Resources
 - Develop Parks, Recreational Facilities, Trails, & Open Spaces
 - Encourage a Positive Community Image
 - Generate Economic Development and Job Opportunities
 - Prioritize Community Health, Safety, and Wellness
 - Support Opportunities for a Variety of Housing Choices
 - Enhance Traffic Circulation
 - Maintain and Upgrade Public Facilities and Infrastructure
 - Uphold Responsible Fiscal Planning Practices
 - Preserve Suburban Character in Existing Areas
 - Promote Work, Live, and Play in Appropriate Areas
 - Expand Opportunities for Quality Education
- **Impacts:** No impacts to Resources of Regional Significance or extra-jurisdictional impacts to adjacent jurisdiction’s comprehensive plans are expected considering this a text amendment.
- **Recommended Intergovernmental Coordination:** No intergovernmental coordination is needed considering that this is a text amendment.

Appendix

Exhibit 1: City of Jacksonville 24-2ESR (Amended Coastal High Hazard Areas and Hurricane Evacuation Zones Map)



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MEMORANDUM

DATE: SEPTEMBER 25, 2024

TO: NORTHEAST FLORIDA REGIONAL COUNCIL BOARD OF DIRECTORS

FROM: ELIZABETH PAYNE, CHIEF EXECUTIVE OFFICER 

RE: 2055 FLORIDA TRANSPORTATION PLAN PRESENTATION

Ms. Amy Roberson, Planning Supervisor, SUN Trail & Transportation Alternatives Coordinator, Planning & Environmental Management Office, Florida Department of Transportation, District 2, will provide a presentation on the 2055 Florida Transportation Plan at the October 3, 2024 Board of Directors Meeting.





2055 Florida Transportation Plan








Date

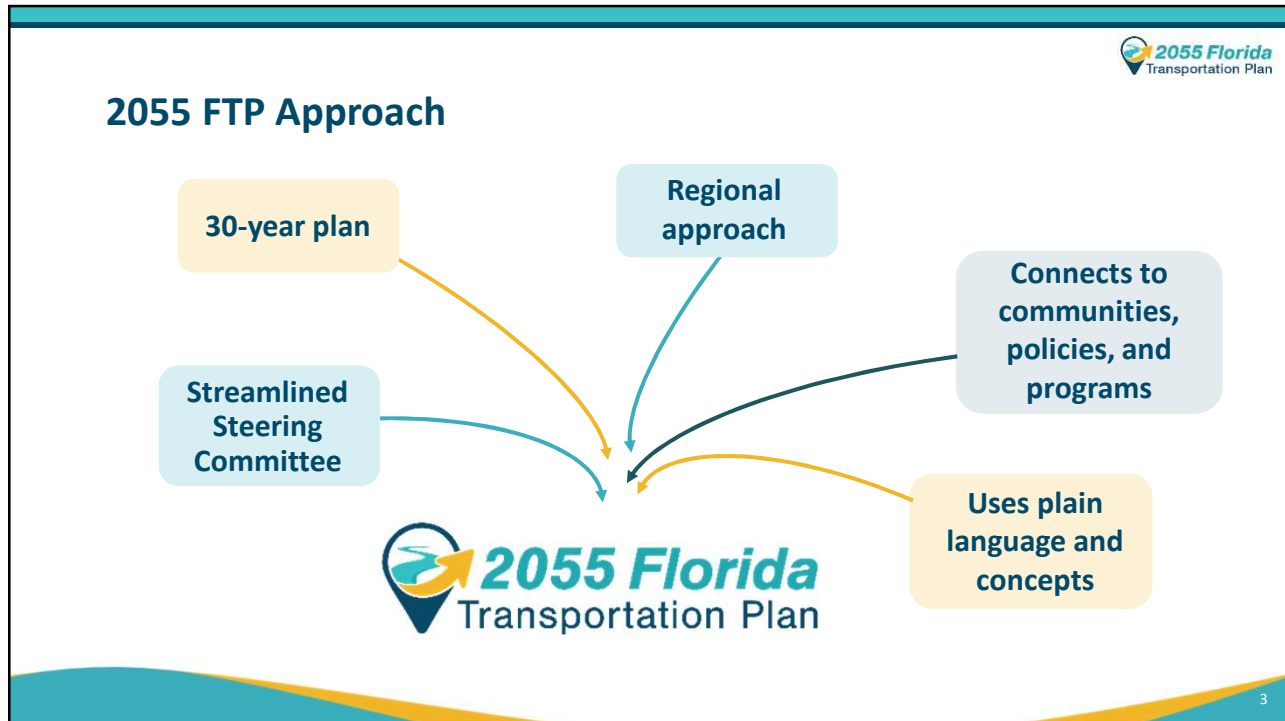


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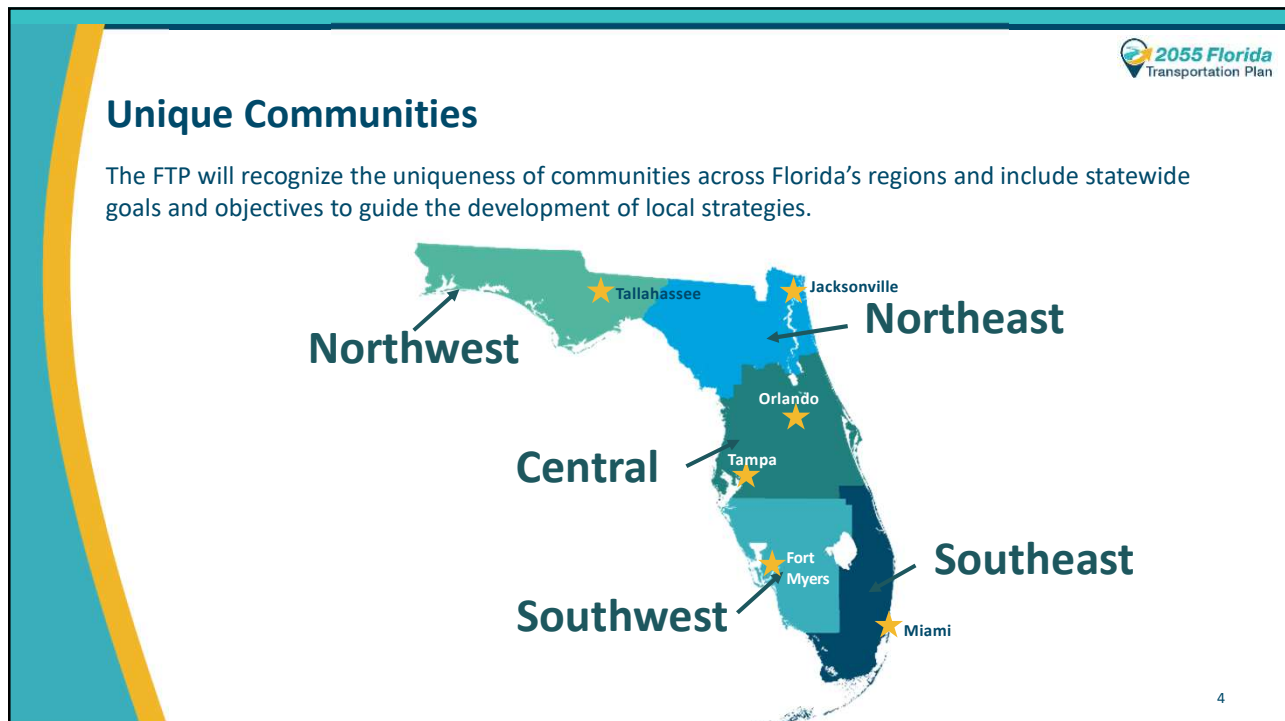
2055 Florida Transportation Plan Update

- 
SINGLE, OVERARCHING PLAN
- 
GUIDES FLORIDA'S TRANSPORTATION FUTURE
- 
FOUNDATION FOR FLORIDA'S WORK PROGRAM
- 
UPDATED EVERY 5 YEARS
- 
COLLABORATIVE EFFORT WITH PUBLIC AND PRIVATE PARTNERS

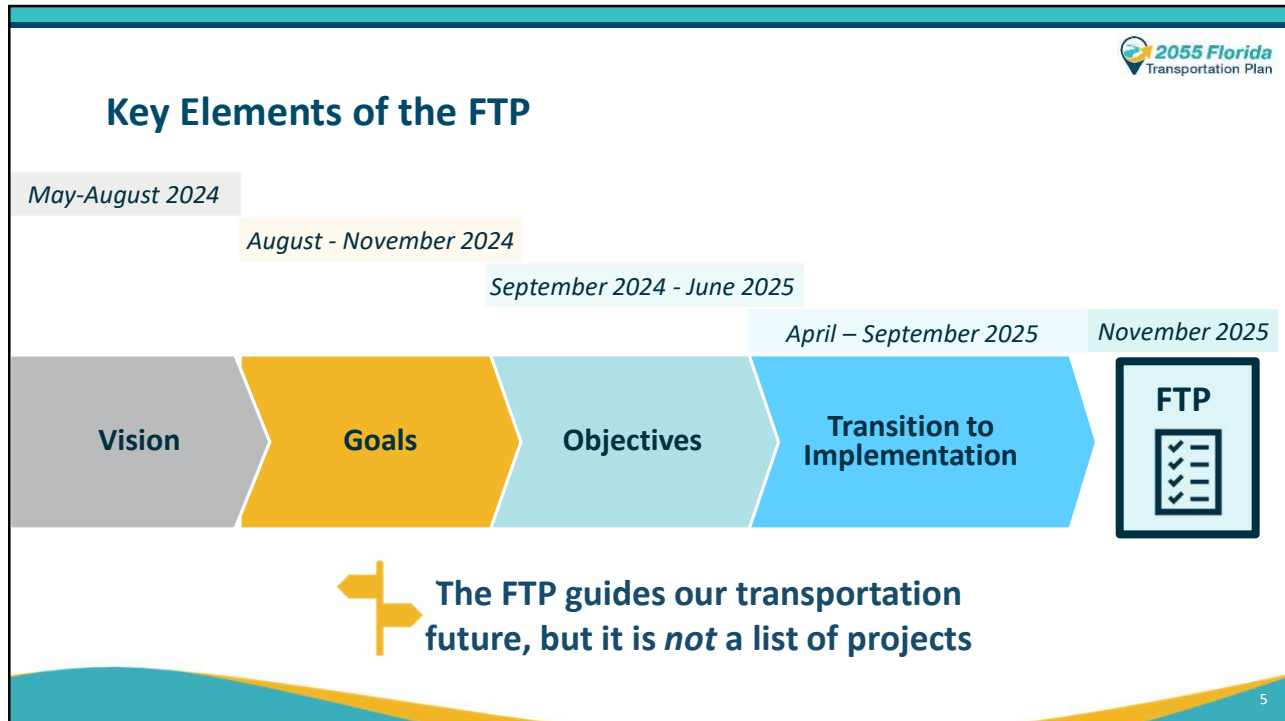
2



3



4



5

““
We want future generations to describe Florida as a **vibrant place to live and learn**.

““
We’re proud of what Florida has become and want future generations to enjoy the same quality of **natural and cultural resources** that are currently available.

““
Let’s maintain Florida’s **quality of life** and keep attracting jobs for **economic competitiveness**.

““
Florida should continue to serve as a **national leader in transportation policy and innovation**.

WHAT WE HEARD:
STEERING COMMITTEE
VISIONING SESSION

““

Keep what makes Florida, Florida.”

““
Our transportation system goes hand-in-hand with developing **connectivity** and **community**.

““
Leverage **technology and data** to keep transportation moving forward in Florida.

““
Help Floridians see themselves in our transportation plan through effective engagement and outreach.

6

Development of Goals



SAFETY & SECURITY

Advance Safer Travel and Security for All Users



OPTIONS

Improve Access and Connectivity to Multimodal Transportation Options



COMMUNITY & ENVIRONMENT

Preserve Florida's Natural Resources and Quality of Life



TRANSPORT

Provide Efficient and Reliable Movement of People and Goods



RESILIENT INFRASTRUCTURE

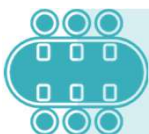
Provide Agile and Resilient Transportation Infrastructure



ECONOMY

Support Florida's Economic Competitiveness through Transportation Investments

Opportunities for Engagement



Steering Committee

16 key partners and stakeholders who provide input and guide the 2055 FTP



Statewide Webinars

Community webinars structured to receive public and partner feedback



Focus Groups

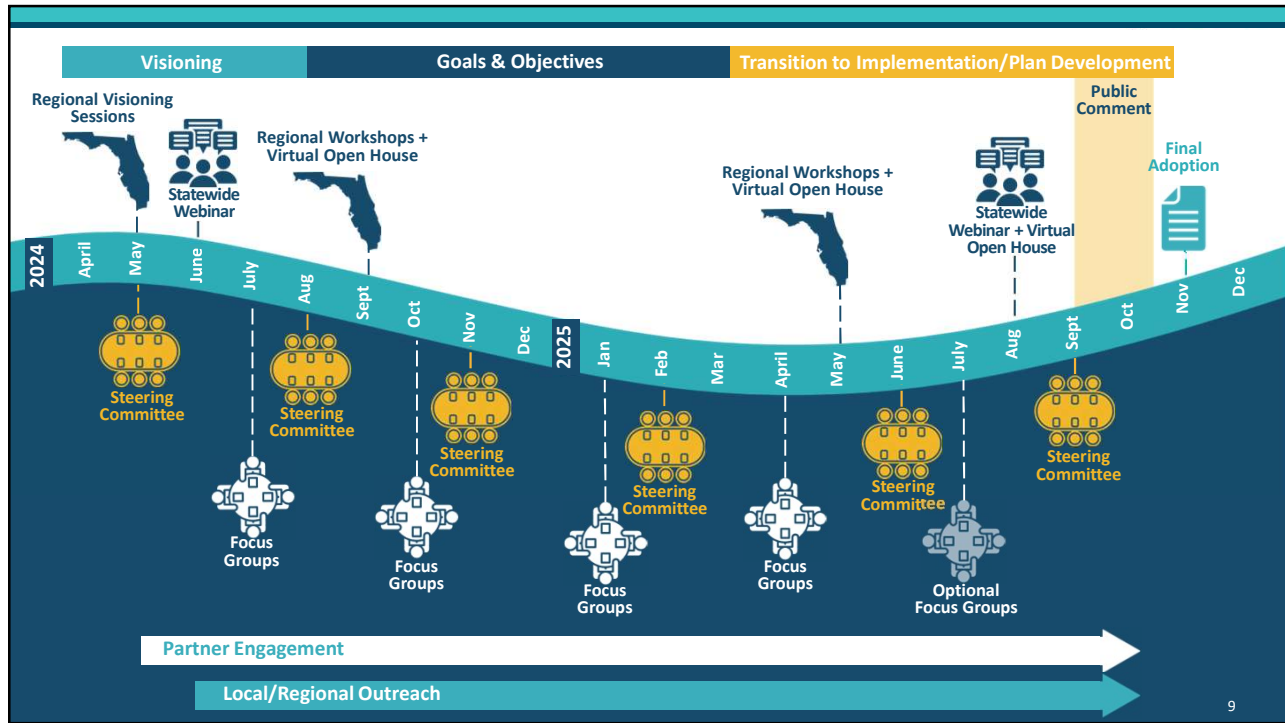
5 Focus Groups will provide input to the Steering Committee at key milestones

Safety, Resilient Infrastructure, Economic Development/Supply Chain, Technology, & Workforce Development




Regional Workshops + Virtual Open Houses

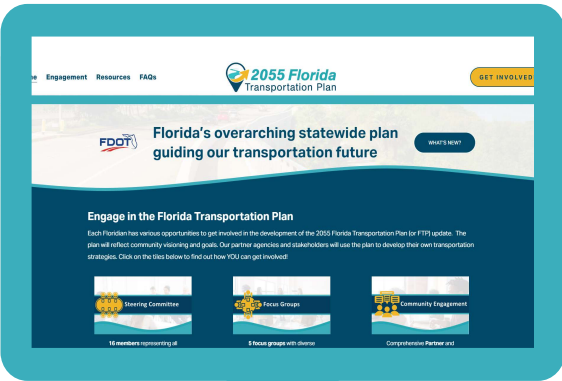
In-person and online open houses structured to receive regionally-focused public and partner feedback




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Get Engaged Today!



Scan to learn more!



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MEMORANDUM

DATE: SEPTEMBER 25, 2024

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

THRU: ELIZABETH PAYNE, CHIEF EXECUTIVE OFFICER 

FROM: ROBERT JORDAN, REGIONAL PLANNER 

RE: **COMPREHENSIVE PLAN AMENDMENT POLICY ISSUE**

The Northeast Florida Regional Council (NEFRC) provides the Board reviews of development impacts to regional resources of significance. The NEFRC also reviews comprehensive plan amendments to inform regional partners about precedence potentially affecting or useful to other communities. This includes the City of Palm Coast's Comprehensive Plan Amendment referenced below. Moreover, NEFRC staff will provide an update on the newly submitted comprehensive plan amendment issues at the Board meeting.

City of Palm Coast 24-1ESR (Transmitted)

The City of Palm Coast has amended the City's Comprehensive Plan to reflect a series of visioning work entitled "Imagine 2050." The City of Palm Coast is one of our regional communities initiating a Comprehensive Plan update and NEFRC staff will provide an overview of the updates to their respective comprehensive plans as they are reviewed.

Policy Issue Full Comprehensive Plan Update

City of Palm Coast 24-1ESR



1

Comprehensive Plan Update Guiding Principles

1. Protect Ecosystems, Natural, and Cultural Resources
2. Develop Parks, Recreational Facilities, Trails, and Open Spaces
3. Encourage a Positive Community Image
4. Generate Economic Development Opportunities
5. Prioritize Community Health, Safety, and Wellness
6. Support Opportunities for a Variety of Residential Housing Choices
7. Enhance Traffic Circulation
8. Maintain and Upgrade Public Facilities and Infrastructure
9. Uphold Responsible Fiscal Planning
10. Preserve Suburban Character in Existing Areas
11. Promote Work, Live, and Play in Appropriate Areas, and
12. Expand Opportunities for Quality Education



2

Select Policy Updates Future Land Use Element

| Element | Objective | Policy | Comment |
|-------------------------|--|---------------------|---|
| Future Land Use Element | Objective 1.1.1. | Policy 1.1.1.1. | Creates a separate Low-Density Residential Land Use District and a separate Master Planned Mixed Use (MPMU) District. |
| Future Land Use Element | Objective 1.1.1 | Policy 1.1.1.5. | References the evaluation and modifications to the LDC regulations to ensure the harmonious integration of multi-family developments adjacent to existing single-family zoned residential area. |
| Future Land Use Element | Objective 1.1.1. | Policy 1.1.1.6. | This policy addresses housing accommodation across multiple demographics. |
| Future Land Use Element | Objectives 1.7.1., 1.7.2., and 1.7.3. and Objective 1.8.1. | Associated Policies | Address the creation of Master Planned Mixed-Use Designation. |

3

Select Policy Updates Transportation Element

| Element | Objective | Policy | Comment |
|------------------------|-------------------|-------------------------------|---|
| Transportation Element | Objective 2.1.5. | Policies 2.1.5.1. – 2.1.5.10. | Refines and develops policies addressing enhanced East-West Connectivity and Regional Road Network Development. |
| Transportation Element | Objective 2.1.8 | Policy 2.1.8.6. | Work toward the establishment of Policy 2.1.8.6. |
| Transportation Element | Objective 2.19. | Policies 2.1.9.1-2.1.9.4 | Expands on policies addressing transportation impact fees. |
| Transportation Element | Objective 2.3.10. | Policies 2.3.1.10. | This policy addresses the development of a comprehensive Community Wide Multi-Use Trail Master Plan. |

4

Select Policy Updates Conservation & Coastal Management Element

| Element | Objectives | Policies | Comments |
|---|-------------------|------------------------------|---|
| Conservation & Coastal Management Element | Objective 6.1.11 | Policies 6.1.11.1-3 | Expands on the policies to protect the City's Tree Canopy. |
| Conservation & Coastal Management Element | Objective 6.1.17. | Policies 6.1.17.1.-6.1.17.10 | Expands on existing policies to protect the City's Cultural and Historical Resources. |
| Conservation & Coastal Management Element | Objectives 6.2.2. | Policy 6.2.2.1. | Updates the City Coastal High Hazard Area (CHHA) to reflect the most up-to-date Sea, Lake, and Overland Surges from Hurricane (SLOSH) computerized storm surge model from the 2020 Regional Evacuation Study. |
| Conservation & Coastal Management Element | Objective 6.2.6. | Policies 6.2.6.1-6.2.6.17 | Amends Comprehensive Plan to include model language developed for the County to address Peril of Flood. |

5

Thank You!

- **Robert Jordan**, Regional Planner
- Northeast Florida Regional Council
- RJordan@nefrc.org
- (904)-537-8882



6

Agenda Item

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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: SEPTEMBER 25, 2024

TO: NORTHEAST FLORIDA REGIONAL COUNCIL BOARD OF DIRECTORS

THRU: ELIZABETH PAYNE, CHIEF EXECUTIVE OFFICER 

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

RE: AUGUST 2024 FINANCIAL REPORT

The Northeast Florida Regional Council posted a Net Income of \$3,102 for the month of August and a Year-to-Date Net Income of \$120,255.



WWW.NEFCR.ORG/SUBSCRIBE-TO-OUR-MAILING-LIST

| Regional Council - Agencywide | Adopted Budget 23/24 | August 2024 | YTD | Represents 92% of Fiscal Year | Budget Variance |
|---|-------------------------|-------------------|---------------------|-------------------------------------|--------------------|
| Revenues | | | | | |
| County Dues | \$ 694,757 | 57,896 | 636,861 | 92% | 0% |
| Local Government Technical Assistance | \$ 452,672 | 17,575 | 300,168 | 66% | -26% |
| Transportation Disadvantaged (TD) | \$ 182,895 | 19,392 | 164,810 | 90% | -2% |
| Economic Development Administration (EDA) | \$ 70,000 | 3,975 | 62,072 | 89% | -3% |
| Hazardous Analysis | \$ 14,077 | 61 | 11,586 | 82% | -10% |
| Local Emergency Preparedness Committee (LEPC) | \$ 77,000 | 8,688 | 78,429 | 102% | 10% |
| Hazardous Materials Emergency Preparedness (HMEP) Program | \$ 95,355 | 19,530 | 85,382 | 90% | -2% |
| Small Quantity Generator (SQG) Program | \$ 5,000 | - | 4,800 | 96% | 4% |
| Florida Department of Health | \$ 17,000 | 21 | 5,201 | 31% | -61% |
| Healthcare Coalition | \$ 748,712 | 23,717 | 686,864 | 92% | 0% |
| CDBG North Florida Resiliency Plan | \$ 245,774 | 18,219 | 221,536 | 90% | -2% |
| CDBG Mitigation Assessment and Planning | \$ 60,000 | 2,389 | 34,183 | 57% | -35% |
| Florida Hospital Association | \$ 132,848 | - | 132,848 | 100% | 8% |
| Florida Department of Environmental Protection (FDEP) | \$ 328,573 | 24,520 | 317,616 | 97% | 5% |
| National Coastal Resilience Program | \$ - | 256 | 1,351 | 0% | -92% |
| Disaster Recovery Coordinator | \$ 87,000 | 5,920 | 74,085 | 85% | -7% |
| Regional Leadership Academy (RLA) | \$ 4,900 | 556 | 4,344 | 89% | -3% |
| Other Revenue | \$ 72,944 | 1,533 | 79,345 | 109% | 17% |
| TOTAL REVENUES | \$ 3,289,507 | \$ 204,248 | \$ 2,901,480 | 88% | |
| TRANSFER FROM GENERAL FUND | \$ (85,637) | \$ (3,102) | \$ (120,255) | | |
| TOTAL REVENUE/GENERAL FUND | \$ 3,203,870 | \$ 201,145 | \$ 2,781,225 | 87% | |
| Expenses | | | | | |
| Salaries and Fringe | \$ 1,753,416 | 140,601 | 1,540,691 | 88% | -4% |
| Contract/Grant Direct Expenses | \$ 983,734 | 27,953 | 876,595 | 89% | -3% |
| Indirect - Allocated Expenses* | \$ 211,580 | 19,352 | 176,032 | 83% | -9% |
| General Fund Expense* | \$ 255,140 | 13,239 | 187,907 | 74% | -18% |
| TOTAL EXPENSES | \$ 3,203,870 | \$ 201,145 | \$ 2,781,225 | 87% | |
| Net Income (loss) | \$ 85,637 | 3,102 | \$ 120,255 | | |

Northeast Florida Regional Council
 Balance Sheet
 August 2024

| | FY 22/23 August 2023 | FY 23/24 August 2024 |
|--|---------------------------------------|---------------------------------------|
| ASSETS | | |
| Cash | 2,360,077 | 1,876,280 |
| Accounts Receivable | 472,984 | 883,372 |
| Pension Deferred Outflows | 439,576 | 425,550 |
| WJCT Security Deposit | 7,400 | 7,400 |
| Total Current Assets | 3,280,037 | 3,192,603 |
| Property and Equipment: | | |
| Office Furniture and Equipment | 298,869 | 260,563 |
| Less Accumulated Depreciation | 202,290 | 152,354 |
| Total Property and Equipment, net | 96,579 | 108,209 |
| Total Assets | 3,376,616 | 3,300,812 |
| LIABILITIES | | |
| Accounts Payable | 3,023 | 8,020 |
| Accrued Salaries and Leave | 101,933 | 65,242 |
| Deferred Revenue | 259,308 | 125,247 |
| Pension Liability | 1,087,234 | 1,355,550 |
| Pension Deferred Inflows | 56,671 | 49,234 |
| Total Liabilities | 1,508,169 | 1,603,293 |
| EQUITY | | |
| Equity and Other Credits: | | |
| Retained Earnings | 1,868,447 | 1,697,519 |
| Total Equity and Other Credits | 1,868,447 | 1,697,519 |
| Total Liabilities, Equity and Other Credits | 3,376,616 | 3,300,812 |

YTD Comparison

| | 22/23 | | 23/24 | | 22/23 | | 23/24 |
|--|-------------------|--|-------------------|--|--------------|--|--------------|
| | Net Income (Loss) | | Net Income (Loss) | | Cash Balance | | Cash Balance |

AGENCYWIDE

| | | | | | | | |
|-----------|-----------|--|------------|--|--------------|--|--------------|
| October | \$ 3,147 | | \$ 9,014 | | \$ 2,480,421 | | \$ 2,430,628 |
| November | \$ 10,292 | | \$ 28,148 | | \$ 2,548,733 | | \$ 2,442,307 |
| December | \$ 21,445 | | \$ 46,934 | | \$ 2,427,805 | | \$ 2,254,171 |
| January | \$ 29,526 | | \$ 54,754 | | \$ 2,516,530 | | \$ 2,330,658 |
| February | \$ 44,710 | | \$ 70,318 | | \$ 2,488,934 | | \$ 2,188,836 |
| March | \$ 65,477 | | \$ 86,943 | | \$ 2,237,393 | | \$ 2,021,882 |
| April | \$ 82,390 | | \$ 79,901 | | \$ 2,354,111 | | \$ 2,077,251 |
| May | \$ 60,665 | | \$ 91,660 | | \$ 2,200,457 | | \$ 2,136,499 |
| June | \$ 75,043 | | \$ 105,330 | | \$ 1,807,496 | | \$ 1,780,669 |
| July | \$ 86,500 | | \$ 117,153 | | \$ 2,117,756 | | \$ 1,940,218 |
| August | \$ 98,379 | | \$ 120,255 | | \$ 2,360,077 | | \$ 1,876,280 |
| September | \$ 82,101 | | | | \$ 2,137,575 | | |



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

MEMORANDUM

DATE: SEPTEMBER 25, 2024

TO: NORTHEAST FLORIDA REGIONAL COUNCIL BOARD OF DIRECTORS

THRU: ELIZABETH PAYNE, CHIEF EXECUTIVE OFFICER 

FROM: ^{D.S.} DONNA STARLING, CHIEF FINANCIAL OFFICER

RE: AUGUST 2024 INVESTMENT REPORT

| Bank Account Interest | <u>FY 22/23</u> | <u>FY 23/24</u> |
|---|-----------------|-----------------|
| August Interest | \$ 1,362 | \$ 1,357 |
| Year to Date Interest | \$ 10,118 | \$ 14,992 |
| Florida Local Government Investment Trust | | |
| | <u>FY 22/23</u> | <u>FY 23/24</u> |
| Current Balance | \$18,125 | \$19,296 |



Agenda

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MEMORANDUM

DATE: OCTOBER 2, 2024

TO: NORTHEAST FLORIDA REGIONAL COUNCIL BOARD OF DIRECTORS

THRU: ELIZABETH PAYNE, CHIEF EXECUTIVE OFFICER 

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

RE: AUDIT SERVICES RFP FOR FISCAL YEAR 2024, 2025, AND 2026

The Northeast Florida Regional Council released a Request for Proposal in August for Audit Services for fiscal year 2024, 2025, and 2026.

In total, the Council received two (2) responses. The proposal review committee included three Council staff members. Proposals were received from, in alphabetic order:

- Carrs, Riggs, Ingram LLC
- James Moore & Company

The committee reviewed and scored the responses. It was determined, based on scoring, that James Moore & Company ranked first and Carrs, Riggs, Ingram LLC ranked second. The scores for the two proposals are as follows:

Average score out of 100 possible points:

1. Carrs, Riggs, Ingram LLC – 79
2. James Moore & Company – 85

Recommendation

Authorize the CEO to execute a contract with James Moore & Company for Audit Services at a cost of \$19,000 for fiscal year 2024, \$20,500 for fiscal year 2025 and \$22,000 for fiscal year 2026.

**AUDIT SERVICES RFP
FINAL COMBINED SCORES**

| Evaluation Criteria | Combined Average Scores | | |
|--|-------------------------|----------------------|-------------|
| | Possible Score | Carrs Rigg Ingram | James Moore |
| Prior Auditing Experience: | | | |
| Experience with auditing standards | 10 | 10 | 10 |
| Experience auditing similar organizations | 10 | 9 | 9 |
| Experience with auditing allocated indirect costs | 10 | 5 | 5 |
| Peer Review | 10 | 10 | 10 |
| Organization, Size, and Structure of Consulting Firm: | | | |
| Organization structure | 5 | 5 | 5 |
| Location in Northeast Florida | 5 | 5 | 1 |
| Small and/or Minority-Owned Businesses | 5 | 0 | 0 |
| Team Composition and Relevant Experience of Team Members: | | | |
| Team composition and certifications | 10 | 9 | 10 |
| Experience of team members | 10 | 9 | 10 |
| | | | |
| Understanding of work to be performed | 10 | 9 | 10 |
| Proposal Price | 15 | 8 | 15 |
| | | | |
| TOTALS | 100 | 79 | 85 |



NORTHEAST FLORIDA REGIONAL COUNCIL

REQUEST FOR PROPOSALS

FOR

AUDITING SERVICES

AUGUST 8, 2024

Northeast Florida Regional Council
40 East Adams Street, Jacksonville, FL 32202
Telephone: 904.279.0880
Website: <http://www.nefrc.org>

I. Introduction

A. Invitation

The Northeast Florida Regional Council (Council) requests written proposals from an independent certified public accounting firm, licensed in the State of Florida, to provide financial auditing services. The accounting firm should have an office in the State of Florida. The accounting firm should have a minimum of ten (10) years’ experience, with a minimum of five (5) years’ experience in governmental auditing. The firm must be a member of the American Institute of Certified Public Accountants and the Florida Institute of Certified Public Accountants.

B. List of Events (All times are Eastern Daylight Time)

| Action | Deadlines |
|---|---|
| Request for Proposal (RFP)– Released/Published | Thursday, August 8, 2024 |
| RFP questions from accounting firm due to the Council | Friday, August 23, 2024 @ 3:00 p.m. EDT |
| Council response to RFP questions published | Friday, August 30, 2024 @ 4:00 p.m. EDT |
| Proposals Due (Technical and Price) | Monday, September 23, 2024 @ 3:00 p.m. EDT |
| Council Approval of the Award | Thursday, October 3, 2024 |

RFP Questions and Response

To ensure consistent responses and provide correct information to all interested parties, questions regarding this Request for Proposals should be directed to Donna Starling at dstarling@nefrc.org no later than **Friday, August 23, 2024 @ 3:00 p.m. EDT**

The Council will post the responses to the RFP questions to the Council website <https://www.nefrc.org/> no later than **Friday, August 30, 2024 @ 4:00 p.m. EDT**.

II. Project Description

A. Purpose

This Request for Proposal is to contract for a financial audit and a compliance audit in accordance with generally accepted auditing standards; Government Auditing Standards; OMB Circular A-133, the Single Audit Act; the provisions of OMB Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (codified at 2 C.F. R. Part 200); and all other applicable laws and regulations.

This RFP is to obtain the services of an independent certified public accounting firm, whose principal officers are independent certified public accountants, certified or licensed to practice in the State of Florida, hereinafter referred to as the “Auditing Firm” to perform a financial audit and a compliance audit of the Northeast Florida Regional Council.

B. Description of Entity

The Council is a dynamic network of local governance, serving seven counties – Baker, Clay, Duval, Flagler, Putnam, Nassau, and St. Johns – and 25 municipalities. The mission of the Council is to celebrate the unique assets of Northeast Florida and to engage its people, businesses, governments, and organizations. In doing so, the Council communicates issues, convenes stakeholders, collaborates with others, and calculates, analyzes, and constructs solutions.

The Northeast Florida Regional Council is a regional government agency created through the Florida Statutes. The Council is governed by a 35-member Board, two-thirds elected officials and one-third gubernatorial appointees. The Council receives funding from federal, state, and local governments.

Additionally, the Council provides administrative and management services to four 501c(3) organizations, the Northeast Florida Healthcare Coalition, North Central Florida Healthcare Coalition, Coalition for Health and Medical Preparedness (CHAMP) and the Regional Community Institute of Northeast Florida.

The Council's fiscal year is October 1st through September 30th. The Council uses Grants Management System (GMS) accounting software. The Council maintains one main operating checking account and a money market account. Total accounts payable and payroll checks issued throughout the year total approximately 1000. The current operating budget is \$3.3 million. The Council will require a single audit to be performed for each fiscal year. Administrative offices and all records are located at 40 East Adams Street, Suite 320, Jacksonville, FL 32202.

C. Required Auditing Standards To Be Followed

Audits shall be performed in accordance with the following:

- Generally accepted auditing standards in the United States of America;
- Government Auditing Standards, as issued by the Comptroller General of the United States;
- The requirements of the State of Florida and the rules and regulations of the Auditor General;
- OMB Circular A-133 and Section 215.97 Florida Statutes, Single Audit Act;
- Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance); and
- Any other applicable Federal, State, and local laws or regulations.

D. Required Deliverables and Reports To Be Issued

The respondent will be required to complete the following deliverables:

- Conduct a financial audit and a compliance audit in accordance with auditing standards detailed in *Section II. C. Required Auditing Standards To Be Followed* above.
- Complete a report on the fair presentation of the financial statements in conformity with generally accepted accounting principles (GAAP).
- Complete a report on internal control over financial reporting and on compliance and other matters based on an audit of the financial statement performed in accordance with Governmental Auditing Standards and a communication of internal control matters identified in the audit to those charged with governance and management.
- Complete a report on compliance for each major federal program and on internal control over compliance required by the Uniform Guidance and Chapter 10.550, Rules of the Auditor General and the Florida Single Audit Act, Section 215.97, Florida Statutes, as applicable.
- Present the audit to the Council's Personnel, Budget and Finance Committee and Board of Directors.
- Print 35 report copies and provide one electronic copy of the final audit.
- Prepare the Data Collection Form for Reporting on Audits of States, Local Governments, and Non-Profit Organizations as required by OMB Circular A-133.
- Serve as audit and accounting consultant to the Council throughout the agreement period and as such provide necessary information and assistance on an as needed basis.
- Prepare all required tax returns for the Council. The Council is required to file four 990 Return of Organization Exempt from Income Tax. The Northeast Florida Healthcare Coalition is currently the only 501(c)3 that is required to file a full Form 990. The other three 501(c)3's only files the e-Postcard, Form 990-N.
- If the Auditing Firm, due to one or more accounting and/or reporting deficiencies, is required to give advice, testimony, or other such activity not within the scope of rendering, confirming, or justifying a report of audit services rendered, such service will be made without an additional charge to the Council. The Auditing Firm will obtain corrective action and submit audit reports to appropriate agencies. Any preliminary findings of possible fraud, misapplication or misappropriation of funds shall be immediately reported to the Chief Executive Officer of the Council.

E. Technical Qualifications

The Consultant, in the proposal, shall, as a minimum, include the following:

1) Prior Auditing Experience

The Auditing Firm should describe its prior auditing experience including the names, addresses, contact persons, and telephone numbers of prior organizations audited over the past ten (10) years. Experience should include the following categories:

- A. Prior experience with performing audits in accordance with the auditing standards detailed *Section II. C. Required Auditing Standards To Be Followed*.
- B. Prior experience auditing similar multi-funded programs funded by the State of Florida and the Federal Government.
- C. Prior experience auditing computerized systems that allocate indirect costs.

Auditing Firm must include a copy of the most recent peer review report, the related letters of comments, and the firm's response to the letter of comments.

2) Organization, Size, and Structure

- A. The Auditing Firm should describe its organization, size (in relation to the audit to be performed) and structure.
- B. State whether the firm is local, regional, or national. Provide the location of the office from which the work is to be performed.
- C. Indicate, if appropriate, if the firm is a small or minority-owned business.

3) Staff Qualifications

The Auditing Firm should describe the qualifications of staff to be assigned to the audits. Descriptions should include:

- A. Team composition and certifications
- B. Prior experience of the audit team members.

The Auditing Firm should identify the person who will serve as the Auditing Firm's contact with the Council, along with the person's mailing address, telephone number, and email address.

Include resume(s) of the certified public accountant(s) (CPA) who will be responsible for ensuring that all financial auditing services are provided in accordance with state of Florida requirements for public entities, as well as requirements for public entities receiving federal appropriations. Provide a copy

of the CPA license(s). Resume(s) should highlight qualifications that meet Council's objectives to perform all tasks listed in this RFP.

4) Understanding of Work to be Performed

Provide a statement of the Auditing Firm's understanding of the work to be performed. Include time estimates for completion of the audit.

F. Required Certifications

1) Public Entity Crimes Certification

In accordance with Florida Statutes section 287.133(3) (a), the Consultant will complete and return as part of the RFP the Public Entity Crimes Certification form.

2) Drug-Free Workplace Certification

In accordance with Florida Statutes section 287.087, the Consultant will complete and return as part of the RFP the Drug-Free Workplace Certification form.

G. Insurance Requirement

The Auditing Firm awarded the contract shall secure, maintain, and present insurance coverage reflecting the minimum insurance requirements by the State of Florida for general liability, professional liability, and worker's compensation to include employer's liability limits as required by the State of Florida.

The firm must also name the Council as an additional insured on the general liability and professional liability.

III. Terms of Agreement

It is expected that the contract shall be a three-year fixed-price contract. The contract is for audits of fiscal years 2024, 2025, and 2026. At the discretion of the Council, this audit contract can be renewed for up to three additional years. The cost for the optional periods will be negotiated at renewal.

The Auditing Firm shall complete its audit and render thirty-five (35) printed audit report copies and one electronic copy of the audit report at least seven (7) business days prior to the February 6, 2025, Council meeting. In subsequent fiscal years, the audit should be completed in February of the year following the end of the fiscal year.

IV. Proposal Details

1) Closing Submission Date

Proposals must be submitted no later than **Monday, September 23 at 3:00 p.m. EDT.**

2) Inquiries

To ensure consistent responses and to ensure consistent and correct information to all interested parties, potential respondents must submit all questions and requests for clarification in writing to dstarling@nefrc.org. All questions and answers will be posted at www.nefrc.org. **No questions will be accepted after 3:00 p.m. EDT on Friday, August 23, 2024.**

Except for as provided above and for current business, during the bidding process, all prospective proposers are hereby prohibited from contacting any member of the Northeast Florida Regional Council’s Board of Directors or employees in any respect during the solicitation and evaluation period. The violation of this rule shall result in the automatic disqualification of any response to a bid solicitation submitted by the violator.

3) Conditions of Proposal

All costs incurred in the preparation of a proposal responding to this RFP will be the responsibility of the Auditing Firm and will not be reimbursed by the Council.

4) Price

Please include a cost breakdown of the Auditing Firm’s price to complete this project, for example, the Auditing Firm should indicate the estimated number of hours by staff level, hourly rates, and total cost by staff level. Any out-of-pocket expenses should be indicated.

The price should reflect the cost of performing the services detailed in *Section II. D. Required Deliverables and Reports To Be Issued* for each fiscal year 2024, 2025 and 2026.

5) Applicable Laws and Regulations

The selected Auditing Firm shall comply with all federal, State, and local laws, rules, and regulations.

6) Right to Reject

The Council reserves the right to reject all proposals received in response to this RFP. A contract for the accepted proposal will be based on the factors described in this RFP. The Council may request additional information from any proposer.

7) Public Records

Information supplied by the Auditing Firm to the Council is subject to the Florida Public Records Law. Florida law provides that municipal records shall at all times be open for personal inspection by any person, Section 119.01, F.S., The Public Records Law. Information and materials received by the Council in connection with all Auditing Firm responses shall be deemed to be public records subject to public inspection upon award, recommendation for award, or 30 days after bid opening, whichever occurs first. Section 119.071, F.S.

V. Submission of Proposals

All proposals submitted shall contain two parts and be marked as follows:

Part I- Technical and Price Proposal

Part II- Signed Certification Forms

All proposals shall include two copies (one hard copy and one PDF/electronic version on a flash drive) of the Technical and Price Proposal and the signed Drug-Free Workplace Certification and the Public Entity Crimes Certification.

One (1) Hard copy - original

One (1) PDF/electronic version on a flash drive

The proposal should be addressed as follows:

Northeast Florida Regional Council
40 East Adams Street, Suite 320
Jacksonville, FL 32202
Attention: Donna Starling

Proposals can be delivered or mailed to the address above. **All proposals must be received by Monday, September 23 @ 3:00 p.m. EDT.**

It is important that all copies of Parts I and II of the Auditing Firm's proposal be submitted in a sealed envelope clearly marked with the following information:

Sealed Proposal **For Audit Services**

It is the responsibility of the Auditing Firm to ensure that the proposal is received by the Council by the date and time specified above.

Late proposals will not be considered.

Nonresponsive Proposals

The Council reserves the right to waive any immaterial inconsistencies in a proposal that might otherwise appear to make said proposal nonresponsive. Proposals may be judged nonresponsive and removed from further consideration if any of the following occur:

- The proposal is not received timely in accordance with the terms of this RFP.
- The proposal does not include all the required documentation.
- The proposal does not address the Scope of Work.

VI. Evaluation Criteria

Evaluation of each proposal will be based on the following criteria:

| <u>Factors</u> | <u>Point Range</u> |
|--|------------------------|
| 1) Prior Auditing Experience: | |
| a. Experience with auditing standards | 0-10 |
| b. Experience auditing similar organizations | 0-10 |
| c. Experience with auditing allocated indirect costs | 0-10 |
| d. Peer Review | 0-10 |
| Experience | Up to 40 points |
| 2) Organization, size, and structure of Consulting Firm | |
| a. Organization structure | 0-5 |
| b. Location in Northeast Florida | 0-5 |
| c. Small and/or Minority-Owned Businesses | 0-5 |
| Organization Type | Up to 15 points |
| 3) Team composition and relevant experience of team members will be considered. | |
| a. Team composition and certifications | 0-10 |
| b. Experience of team members | 0-10 |
| Team Composition | Up to 20 points |
| 4) Understanding of work to be performed | Up to 10 points |
| 5) Proposal Price | Up to 15 points |
| Maximum Possible Points | 100 |

VII. Review and Notification Process

The Council may, at its discretion, request presentations from the top three scorers to clarify or negotiate modifications to the Firm's proposals.

The Council considers the contract award to the responsible Auditing Firm with the highest total points. However, the Council reserves the right to award without further discussing the proposals submitted. Therefore, proposals should be submitted initially on the most favorable terms, from both technical and price standpoints, which the Auditing Firm can propose.

The Council considers the contract award to the responsible Auditing Firm with the highest total points. The Council reserves the right to segment proposals or accept portions of proposals as is in the best interest of the program and the Council. Final price negotiation will result from the selection of all or part of the most successful proposal.

In accordance with Florida Statutes Section 120.57, any person adversely affected by the agency decision or intended decision shall file a notice of protest in writing within 72 hours after the posting of the notice of decision or intended decision. With respect to a protest of the terms, conditions, and specifications contained in a solicitation, including any provisions governing the methods for ranking bids, proposals, or replies, awarding contracts, reserving rights of further negotiation, or modifying or amending any contract, the notice of protest shall be filed in writing within 72 hours after the posting of the solicitation.

The formal written protest shall be filed within ten days after the notice of protest. Failure to file a notice of protest or a formal written protest shall constitute a waiver of proceedings under this chapter. The formal written protest shall state with particularity the facts and law upon which the protest is based. Saturdays, Sundays, and state holidays shall be excluded from the computation of the 72-hour periods provided by this paragraph.

Agenda

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MEMORANDUM

DATE: SEPTEMBER 30, 2024

TO: NORTHEAST FLORIDA REGIONAL COUNCIL BOARD OF DIRECTORS

THRU: ELIZABETH PAYNE, CHIEF EXECUTIVE OFFICER 

FROM: TYLER NOLEN, SPECIAL PROJECTS COORDINATOR 

RE: REGIONAL COMMUNITY INSTITUTE MEMBERSHIP

At the Annual Meeting on Monday, September 30, 2024, the Regional Community Institute conducted several votes to renew the terms of current members, nominate a new member and a new Secretary/Treasurer.

Renewal of Terms:

1. Sara Little
2. Deborah Thompson
3. Victor Cora
4. Benjie Bates
5. Roberta Correa
6. Quint White

New Member:

1. Christina Kelcourse

New Secretary/Treasurer:

- Dr. Quint White



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

MEMORANDUM

DATE: OCTOBER 1, 2024

TO: NORTHEAST FLORIDA REGIONAL COUNCIL BOARD OF DIRECTORS

FROM: ELIZABETH PAYNE, CHIEF EXECUTIVE OFFICER 

RE: FY 2023-2024 ATTENDANCE ROSTER

Attached is a draft of the NEFRC Membership attendance Roster for Fiscal Year 2023-2024. Please review your attendance for the past fiscal year's meetings and provide any corrections to Ms. Forde at sforde@nefrc.org by October 18th. The Attendance Roster will then be finalized and provided to each Board Member's appointing entity and the Governor's Appointments Office for their records.



Northeast Florida Regional Council FY 2023/2024 Board Meeting Attendance

| Meeting Dates: | | 10/5/2023 | 11/2/2023 | 12/7/2023 | 1/4/2024 | 2/1/2024 | 3/7/2024 | 4/4/2024 | 5/2/2024 | 6/6/2024 | 7/4/2024 | 8/15/2024 | 9/5/2024 |
|-------------------|--|-----------|-----------|-----------|----------|----------|----------|----------|----------|----------|----------|-----------|----------|
| | | NEFRC | NEFRC | Exec | NEFRC | NEFRC | NEFRC | Exec | NEFRC | NEFRC | NEFRC | Exec | NEFRC |
| BAKER | | | | | | | | | | | | | |
| C | Comm. Jimmy Anderson | P | E | N/A | P | E | P | N/A | P | P | M | N/A | P |
| C | Comm. James Bennett | P | P | N/A | P | E | E | N/A | E | P | M | N/A | P |
| M | Michael Griffis | P | P | N/A | E | P | P | N/A | P | E | M | N/A | P |
| G | Darryl Register | P | P | P | P | P | P | P | P | P | M | P | P |
| CLAY | | | | | | | | | | | | | |
| C | Comm. Betsy Condon | P | E | N/A | E | P | P | N/A | E | P | M | N/A | A |
| C | Comm. Jim Renninger | P | P | P | P | P | P | P | P | P | M | P | P |
| M | Steve Kennedy | P | P | N/A | P | E | P | N/A | P | P | M | N/A | P |
| G | Michael Bourre | P | P | N/A | E | P | P | N/A | P | P | M | N/A | E |
| DUVAL | | | | | | | | | | | | | |
| C | Councilmember Amaro (9/23) | P | P | N/A | E | P | P | P | P | P | M | P | E |
| C | Councilmember Gay (9/23) | E | P | N/A | E | E | P | ~ | E | P | M | ~ | P |
| M | Mayor Sean Lynch | P | P | N/A | P | P | P | N/A | E | P | M | N/A | P |
| G | Mayor Elaine Brown | A | A | N/A | A | A | A | N/A | E | A | M | N/A | A |
| FLAGLER | | | | | | | | | | | | | |
| C | Commissioner Dance | ~ | P | N/A | P | P | P | N/A | P | P | M | N/A | P |
| C | Comm. David Sullivan | P | P | P | P | P | P | P | P | P | M | P | P |
| C/M | Mayor David Alfin | P | P | N/A | P | P | P | N/A | P | P | M | N/A | E |
| M | Mayor Catherine Robinson | E | A | N/A | ~ | ~ | ~ | ~ | ~ | ~ | M | ~ | ~ |
| NASSAU | | | | | | | | | | | | | |
| C | Comm. John Martin | P | P | P | P | P | P | E | E | P | M | P | P |
| C | John Drew | E | P | N/A | P | E | E | N/A | E | P | M | N/A | P |
| M | Vice-Mayor David Sturges (3/23) | P | P | N/A | P | P | P | N/A | P | P | M | N/A | E |
| PUTNAM | | | | | | | | | | | | | |
| C | Comm. Larry Harvey | P | P | E | P | E | E | P | P | P | M | P | P |
| C | Comm. Adamczyk (1/23) | A | A | N/A | A | A | P | N/A | A | P | M | N/A | A |
| ST. JOHNS | | | | | | | | | | | | | |
| C | Comm. Sarah Arnold | P | P | N/A | ~ | ~ | ~ | N/A | ~ | ~ | M | N/A | ~ |
| C | Comm. Roy Alaimo | ~ | ~ | N/A | ~ | P | P | N/A | P | P | M | N/A | E |
| C | Comm. Christian Whitehurst | P | P | P | P | P | P | P | P | P | M | P | P |
| M | Comm. Roxanne Horvath | P | P | N/A | P | P | P | N/A | P | P | M | N/A | P |
| EX-OFFICIO | | | | | | | | | | | | | |
| G | Curtis Hart - DEO | P | E | N/A | P | P | A | N/A | E | P | M | N/A | P |
| G | Doug Conkey - SJRWMD | P | E | P | P | P | P | P | P | P | M | P | P |
| G | Derek Dixon - DOT | P | P | N/A | P | P | P | N/A | P | P | M | N/A | P |
| G | Gregory Strong - (DEP) Katlyn Craver (a) | Pa | Pa | N/A | E | P | E | N/A | P | Pa | M | N/A | E |

P=Present, E=Excused, A=Absent, R=Resigned, (a)alternate attendee, Dash=not on Board at this time

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MEMORANDUM

DATE: SEPTEMBER 30, 2024

TO: NORTHEAST FLORIDA REGIONAL COUNCIL BOARD OF DIRECTORS

FROM: ELIZABETH PAYNE, CHIEF EXECUTIVE OFFICER 

RE: 2023-2024 ANNUAL REPORT

Each year the NEFRC provides an Annual Report for the Fiscal Year to summarize the work completed across various contracts, grants and projects.

Staff will provide an overview of the 2023-2024 Annual Report at the October 3rd Board meeting.



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MEMORANDUM

DATE: SEPTEMBER 25, 2024

TO: NORTHEAST FLORIDA REGIONAL COUNCIL BOARD OF DIRECTORS

THRU: ELIZABETH PAYNE, CHIEF EXECUTIVE OFFICER *EP*

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

RE: HEALTHCARE COALITION (HCC) PROGRAM UPDATE


The Florida Department of Health receives federal funding through an agreement with the Administration for Strategic Preparedness and Response (ASPR) within the United States Department of Health and Human Services to develop and manage Healthcare Coalitions across the State. The Northeast Florida Regional Council is one of ten (10) entities in Florida contracted by the Department of Health to manage these Coalitions.

The Healthcare Coalition program staff will provide a brief update on the recent activities and accomplishments, and provide an overview of future activities planned for the program. Staff will also highlight a few member projects, funded through a competitive application process, that help healthcare members purchase equipment to improve their medical surge capabilities.

Follow Us.



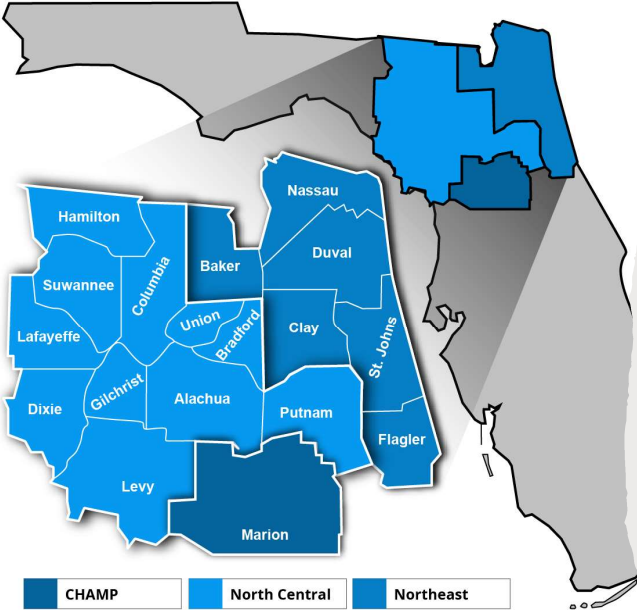
EQUAL OPPORTUNITY EMPLOYER



Healthcare Coalition Program

Leigh Wilsey, Program Manager
Annie Sieger, Planner

1



NEFRC History

- **September 2014**
 - Became Fiduciary Agent for NE
- **May 2017**
 - Awarded 5-year contract
- **July 2024**
 - New 5-year NOFO 2024-2029
 - One-year renewable contract with FDOH

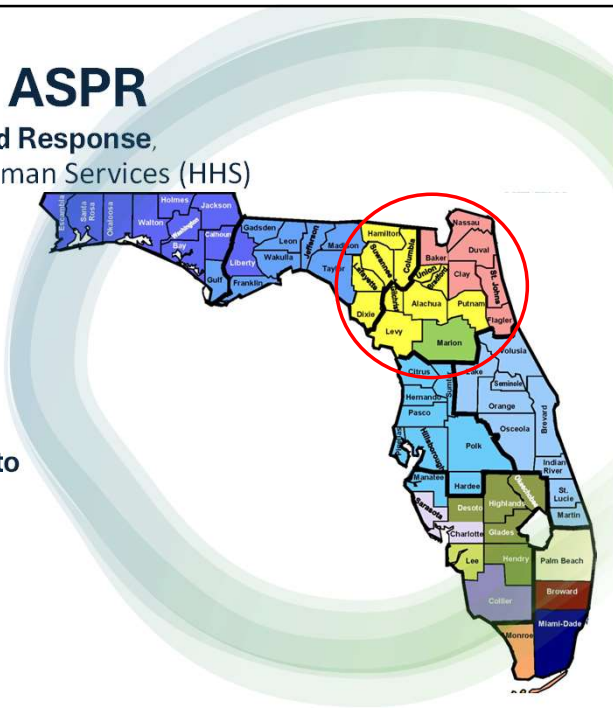
Three Coalitions - One Alliance - One Goal
To integrate coalition members into the broader community response to increase healthcare resiliency

2

Federal Funding Through ASPR

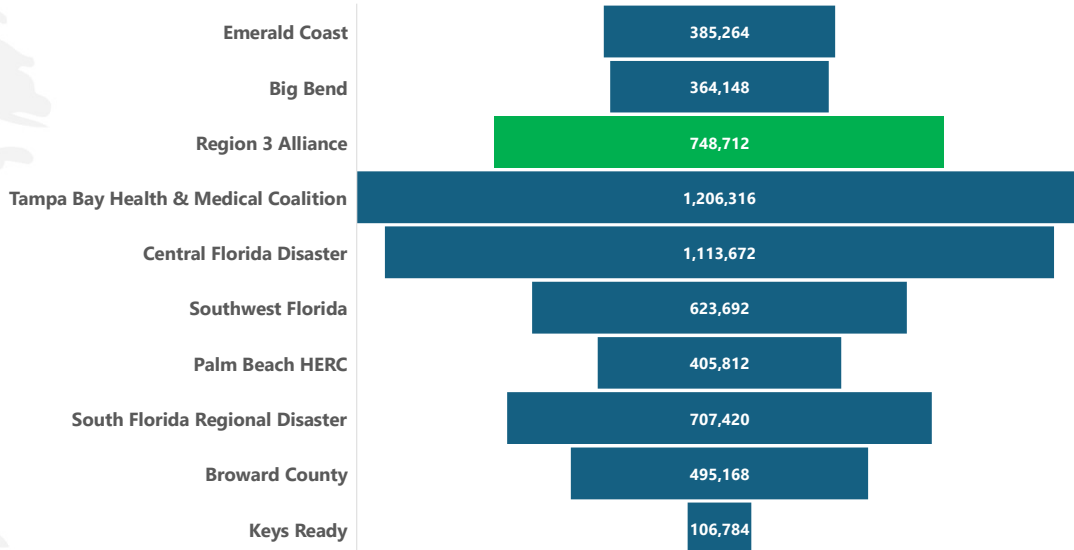
Administration for Strategic Preparedness and Response,
a part of the U.S. Department of Health and Human Services (HHS)

- ASPR provides \$11.9M to FDOH for the Hospital Preparedness Program (HPP) through a cooperative agreement
- HPP's goal is to improve the capacity of the health care system to plan for and respond to large-scale emergencies and disasters.
- FDOH Allocates \$6.1M to fund Coalitions
 - Florida has 10 Healthcare Coalitions



3

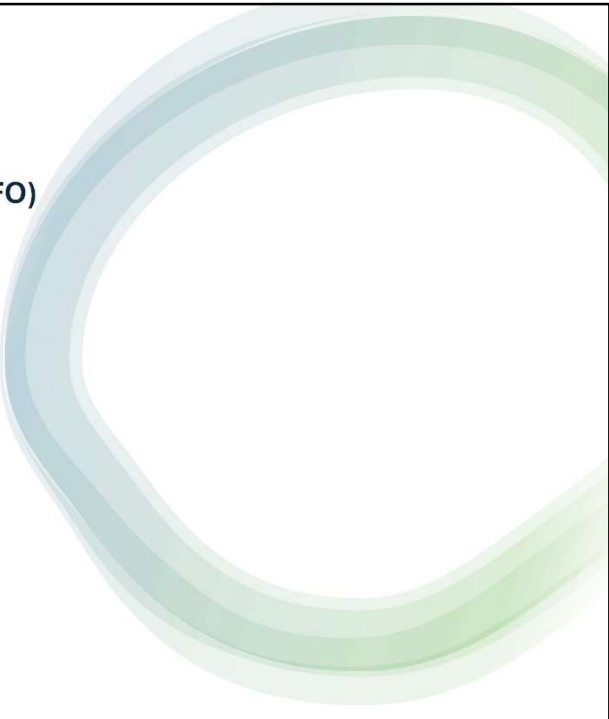
State HCC Funding Breakdown



4

ASPR Requirements for the Notice of Funding Opportunity (NOFO)

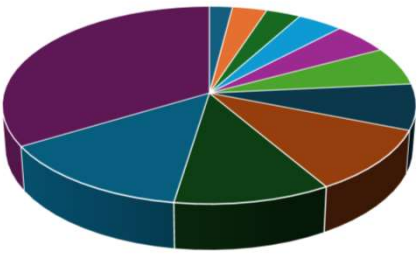
- Specialty Medical Surge Events
 - Infectious Disease
 - Chemical
 - Radiological
 - Burn
 - Pediatric
- Cybersecurity
- Non-Cyber Extended Downtime



5

Regional 18-County Membership

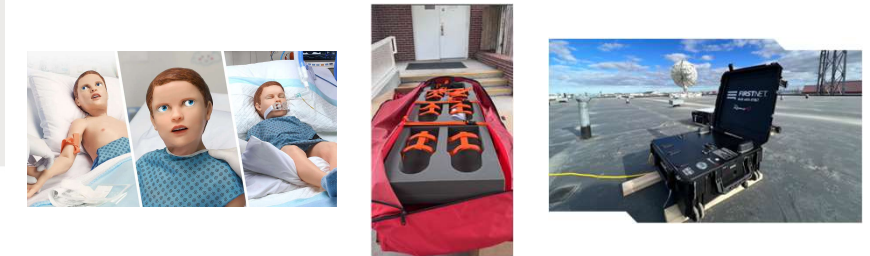
895 individuals from 550 organizations, agencies or facilities



- EMS
- Emergency Management
- Public Safety
- Behavioral Health
- Public Health
- Dialysis
- Hospitals
- Outpatient/Primary Care
- Other
- Home Health
- Long-Term Care

6

Equipping



\$350,473 Equipment Purchased Across the 18-County Alliance

Total project dollars within the Northeast region spent this past year → \$215,130.39

Includes SimMan (simulated pediatric training manikin), pediatric and adult training manikins, hospital decontamination equipment, FirstNet communication equipment, MCI trailer supplies, and a regional cache of pediatric med sleds.

9

Moving Forward

- Regional Resources & Gaps Working Group
 - Regionally Funded Projects
 - Training Needs for Specialty Surge Areas
- Coordination with State and Federal Partners
 - CISA
 - Cyber Florida
 - NAS Jax – FCC
- Expand BOLDPlanning Usage
- Regional & State Exercises

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MEMORANDUM

DATE: SEPTEMBER 25, 2024

TO: NORTHEAST FLORIDA REGIONAL COUNCIL BOARD OF DIRECTORS

THRU: ELIZABETH PAYNE, CHIEF EXECUTIVE OFFICER 

FROM: FARA ILAMI, REGIONAL RESILIENCY MANAGER 

RE: COMMUNITY RESILIENCE UPDATE

Staff will provide an update on community resilience efforts being facilitated across Northeast Florida. This update will include highlights from the recent Florida Resilience Conference and a partnership with Climate Central on flood visualization maps. The status of the Military Installation Resiliency Review will also be provided.

The update will provide an example of how a vulnerability assessment methodology developed by six Regional Planning Councils is being applied for regional consistency. It will also cover projects the NEFRC is collaborating on with external partners, including the Climate Pollution Reduction Grant project and the South Atlantic Salt Marsh Initiative project. An invitation (date to be determined) will be extended to Board Members to discover the value of the Salt Marsh.

Staff will announce upcoming resiliency-related events, including conferences, meetings, and symposia. Staff will also describe an effort by multiple Regional Planning Councils to apply for a Community Change Grant for a statewide project.

Staff will describe how the work of both the Trails and Ecotourism and the Resiliency Programs will be assisted by a student from the Environmental Leadership Program at the University of North Florida next calendar year.





Community Resiliency Update

NORTHEAST FLORIDA 2023-24 DEVELOPMENTS

1



Highlights:

- Water Management Districts' efforts
- Powering Progress workshop
- Alternative funding sources
- Jax Twin (planning tool)

2

Resilient First Coast



**RESILIENT
First Coast**

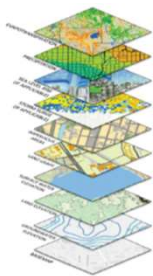
Regional Resiliency Action Plan (RRAP):

- Phase I complete; to be posted on website this week
- Starting Phase II this month
 - Specific actions for each objective
 - Metrics for measuring success of actions
 - Incorporation of Vulnerability Assessments

Full Collaborative to meet November 18, 2024

3

Key Project Updates



Military Installation Resilience Review:

- \$1.1M grant awarded last week
- Kickoff meeting to be held next quarter

Vulnerability Assessments:

- Flagler VA almost complete; compound flooding analysis underway
- Baker VA underway
- Multiregional rainfall analysis almost complete; priority area selection underway
- Others in region using some elements of multiregional methodology
- Collaborating with Climate Central on visualization of results

4

Other Projects



Clean Air Northeast Florida:

- Held kickoff meeting for Comprehensive Climate Action Plan on August 29, 2024
- Community roundtable discussions on greenhouse gas reduction measures now in progress



South Atlantic Salt Marsh Initiative:

- Working with North Florida Land Trust and Gullah Geechee Cultural Community Trust
- Invitation to NEFRC Board Members to discover the value of the salt marsh coming soon

5

Looking Ahead



Recruiting Environmental Leadership student from UNF:

- Project will focus on needs related to Resiliency and Ecotourism and Trails

Community Change Grant Application:

- NEFRC coordinating multi-RPC effort to apply for grant to incorporate resilience components into comprehensive plans

Upcoming Events:

- Restore America's Estuaries (October 6-10, 2024)
- Environmental Symposium (October 11, 2024)
- Flooding Adaptation Symposium (October 28-31, 2024)
- Coastal Inundation Community of Practice (November 12-14, 2024)

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