



NORTHEAST FLORIDA REGIONAL COUNCIL

Personnel, Budget & Finance Committee

March 7, 2024

MINUTES

A hybrid meeting of the Personnel, Budget & Finance Committee was held on Thursday, March 7, 2024, at 9:30 a.m. **Chair Register** called the meeting to order with the following members present:

Members: Betsy Condon, Mike Gay, John Martin, Darryl Register, David Sturges, David Sullivan, and Christian Whitehurst

Excused: James Bennett and Larry Harvey

Staff: Eric Anderson, Elizabeth Payne, Donna Starling, et al

* Approval of Minutes

Chair Register called for a motion on the February 2024 Meeting Minutes. Commissioner Martin moved approval of the February 2024 Meeting Minutes; seconded by Vice Mayor Sturges. Motion carried.

Invitation to Speak

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

* January 2024 Financial Report

Ms. Starling stated that the Council posted a net income of \$7,820 for the month of January and a year-to-date net income of \$54,754.

Chair Register called for a motion. Commissioner Martin moved approval of the January 2024 Financial Report; seconded by Vice Mayor Sturges. Motion carried.

*Reserves Transfer

Ms. Starling reminded the Members that, with the passing of the Audit, the Committee is to review and approve funds to be transferred to reserves based on the Council's audited net income from the previous fiscal year, which was \$90,196. The Committee may consider 15% to 20% to be transferred to reserves. Discussion followed.

Chair Register called for a motion. Commissioner Whitehurst moved to transfer twenty percent of the FY 2022/2023 audited income, \$18,039, into Council reserves; seconded by Commissioner Condon. Motion carried.

Upcoming Grants Match Requirements Discussion

Ms. Payne provided an overview of the Military Installation Resilience Review grant. This is a federally funded project within the Department of Defense that staff are attempting to work on. This

work looks at the resiliency around the outside of our military installations. She stated that we are the last Regional Council in the State to have one of these done. Staff have been pursuing this for many months and believe it may come to fruition. However, if successful, there is a 10% match requirement. Staff is currently working on the scope and cost of the project, covering four installations in our region with ancillary sites. The cost to other regions has been between \$800,000 and \$1.5 million. However, the federal government is looking for a commitment that we have the match. Other Regional Councils were able to obtain their match through the Department of Environmental Protection's (DEP) Florida Resilient program. However, as the DEP grants become available in June or later, there would be the ability to recoup the cost from them or another entity at that time. She reminded the Members of the Boards support of providing the match, even if we are unable to recoup the cost. If we are successful, this will be brought back to the April Executive Committee for a vote. Discussion followed.

Ms. Payne provided the Members with information on Civic Spark, an AmeriCorps program, which provides an individual (fellow) to work on specific projects for a ten-month period. It is a partnership that is primarily funded by Civic Spark, with a portion to be funded by the agency for a specified amount. Due to NEFRC's resiliency program, staff was approached and asked to submit an application. The financial commitment on the agency's part would be \$29,000. Ms. Payne indicated the project that was submitted focused on various aspects of resilient affordable housing. Ms. Payne will submit the application and bring it back to the Committee if it is approved. Discussion followed.

Public Comment

None.

Next Meeting Date

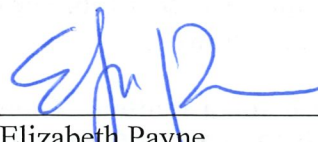
Thursday, May 2, 2024

Adjournment

Meeting adjourned at 9:56 a.m.



Darryl Register
Chair


Elizabeth Payne
Chief Executive Officer