

**Housing Finance Authority of  
St. Johns County, Florida  
Regular Meeting**

**June 22 ,2023  
Minutes**

The Housing Finance Authority of St. Johns County met at 3:00 pm in the Kingfisher conference room in the Health & Human Services Building – 200 San Sebastian View, St. Augustine, Florida 32084.

The meeting was called to order at 3:00 p.m. by Robert Marshall, Vice Chair

**Members Present:**

Robert Marshall  
Malinda Peebles  
Erick Saks  
Brian Clark

**Members Absent:**

Linda DeGrande  
Carolina Morrow  
Michael ODonnel

**Guests Present:**

Priscilla Howard – Executive Director to the HFA  
Rich Komando, Esq., Bradley, Garrison & Komando, P.A.  
Henry O’Connell, W. H. O’Connell & Associates, PA  
Roberto Ortiz, St Johns County Housing & Community Development Manager

Notices regarding the meeting were sent to all members. Quorum was present. No press was in attendance.

**Pledge of Allegiance**

**Approval of Agenda: No Additions/Deletions to Agenda.**

**Motion** was made by Board Member Clark to approve the agenda; motion seconded by Board Member Saks. **Motion passed unanimously.**

**Public Comment:** None

**Approval of Minutes: Motion** made by Board Member Clark to approve May 25, 2023, meeting minutes; motion seconded by Board Member Saks. **Motion passed unanimously.**

### **Financial Report**

- Updated Financial Reports were provided .
- Mr. O’Connell reported that 3 checks were presented for signature; one for Mrs. Howard – Executive Director; one for Mr. Komando’s legal services; one for Mr. O’Connell’s CPA services. Payments were received from Victoria Crossings and Henry Maxwell.

### **Audit Report**

- The Audit report was distributed to each Board Member via email. Mr. O’Connell reported that the Audit was clean and had no issues. **Motion** made by Board Member Saks to accept the Audit Report; motion seconded by Board Member Peeples. **Motion passed unanimously.**

### **Financial Advisor Report**

- Monique Spotts gave an update on the Administrative Fees currently received from Victoria Crossing and San Marco Heights. The fees will be received until the Bonds are paid off.

### **County’s Update**

- Mr. Ortiz’s June 22, 2023, report was included in the Board Members handouts.
- Victoria Crossing – Michael Hartman of Turnstone Development reported that Building 1 and 2 of the property are 100% complete. The final work is being completed on the meters and utility hook ups. Buildings 3 and 4 will be completed within the following weeks. The amenities are in. The management company is in the process of approving tenants for move in. The anticipated move-in date is July 1.
- San Marco Heights – Mr. Ortiz reported that the four buildings are 100% complete. Management is working with a pest control company to investigate bug infestation in an isolated area on the property.
- West Augustine –The CRA and Commissioner Whitehurst took a tour of the lots. Several lots have an issue with water sitting on the lots.
- Oaks at St. John – Dominion is still working toward closing. Bond Council stated that there has not been any further conversation with the developer. Mr. Ortiz reported that he will continue to check with the developer for updates.
- Ability Housing – Waiting on funds that are coming directly from the Florida Legislature. It is expected July 1, 2023.
- Alpha Omega is still moving forward. Planning to build 60 apartment units. The project is waiting for the completion of the sewer lift station.
- Mr. Ortiz shared that Mr. Mark Nighbor from One Mark Consulting provided a presentation entitled ”The Challenge of Housing for Essential Workers” to the Affordable Housing Advisory Committee (AHAC) during their June 21, 2023 meeting. Mr. Ortiz offered to arrange for Mr.

Nighbor to give that presentation to the HFA Board of Directors. Mrs. Howard stated she would first like to discuss the presentation with him to make sure the presentation and recommendations take into consideration the financing sources available to the HFA. Vice Chair Marshall stated that the affordable housing crisis is a maintenance issue. Bill Lazar added that the written presentation is being revised.

Mr. O'Connell left the meeting.

### **New Business**

- **Presentation – Proposed Infill Housing Development** -Mr. Billy Zeits, Vice President of Government Affairs, Corner Lot Development Group. Mr. Zeits was introduced by Mr. Ortiz. A copy of the presentation was included in the Board's materials. Mr. Zeits' purpose today is to introduce his company to the Board and give some highlights on the Infill Development proposed for St Johns County. The proposed development is located at the intersection of 207 and 95. The anticipated tenants to be served are between 100-120% AMI. However, they have sometimes been able to serve some tenants at 85% AMI. The numbers for the proposed development in St. Johns County are not complete but for now the maximum density for the site is 279 units, which may include studio apartments. Currently there is no transportation to the development. Mr. Zeits stated that their concerns are the impact of fees and property taxes. Corner Lot has been innovative in providing mixed income developments and keeping rents affordable in other communities. Mrs. Howard and Mr. Ortiz committed to continuing to talk to Mr. Zeits as he finalize the development plans for the Infill Project.
  
- **Executive Director's Updates:**
  - Mr. Ortiz and Mrs. Howard are still working on having the Board's photos taken for the Website.
  - FL ALHFA Conference – logistics were discussed.
  - Mrs. Howard is monitoring the Live Local Act Programs that will be administered by Florida Housing Finance Corporation. Hopefully the HFA and County will be able to coordinate our efforts to use the funds. Mrs. Howard will send a comment to FHFC to not require local government opportunity funding levels in the Live Local SAIL-like programs.
  - Live Local Act – coordinate with County staff to host a roundtable for housing partners and Kody Glazer. Mrs. Howard asked the Board to consider sponsoring or co-sponsoring a Housing Summit for all Affordable and Workforce housing advocates.

### **Old Business**

- Timeline to launch Website – waiting on Board Pictures, proofing information.
- Photos for Website is pending.
- Florida Association of Local Housing Finance Authorities Education Conference – July 12-15, 2023, in Sarasota, FL at the Sarasota Westin Hotel – use this to network.

**Adjourned at 4:13pm**

**Next Meeting:** The next regular meeting of the HFA will be held on August 24, 2023 in the Kingfisher conference room in the Health & Human Services building, at 200 San Sebastian View, St. Augustine.

Respectfully submitted,

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Secretary