Affordable Housing Advisory Committee
Regular Meeting Minutes
St. Johns County, Florida
September 16, 2026

The Affordable Housing Advisory Committee (AHAC) Sub-Committee of St. Johns County met at 3:00 pm at the Health & Human Services Center, in the Muscovy conference room, at 200 San Sebastian View, St. Augustine, Florida 32084.

The meeting was called to order at 3:00 pm by the Chair, Bill Lazar.

Members Present - AHAC:

Polly Crabtree ï Citizen Rep/Essential Service Personnel
Bill Lazar ï Citizen actively engaged as a not-for-profit
Harry Maxwell ï Citizen actively engaged as a for-profit provider of affordable housing
Michael OôDonnell - HFA Chair/Citizen actively engaged advocate for low-income persons
Tracey Sax - St Johns County resident
Judy Spiegel ï Citizen actively serving on local planning agency
Mark Turner - St. Johns County resident

Members Absent - AHAC:

Greg Burke - Residential Home Builder
Orville Dothage ï St Johns County resident
Drew Geisel ï St. Johns County resident provider of affordable housing
Ann Taylor ï Vice Chair, Commissioner

Guests Present:

Susan Clulow ï St Johns County resident
Jenny Harvey- Housing & Community Development Manager
Laura Lavelle - St Johns County Support Staff
Yadelmi Martinez ï Justice Advocate, Betty Griffin Center
Vicki Pepper - St Johns County resident
Amy Ring ï Project Manager, Growth Management
Teri Shoemaker ï Chief Engineer-Utilities, Utility Engineering

Guests via Teams:

Joseph Cone ï Asst. Director Health and Human Services

Notice: Meeting notices were sent to all members. No press was in attendance.

1) **Introduction of AHAC Members and SJC Staff:**
Introduction of AHAC Members and SJC Staff: Committee members and County staff were acknowledged, and a quorum was present.

2) **Approval of Minutes ï August 2026**:
A **motion** was made by Judy Spiegel to approve minutes of the August 19, 2026, regular meeting; **motion seconded** by Polly Crabtree. **The motion passed unanimously.**

3) **Administrators Report**:
Jenny Harvey, Housing & Community Development Manager reported the Down Payment Assistance Program has closed on three homes this fiscal year start July 01. CDBG Hastings Library, an opening was scheduled for 09/25/2026, however a new date is anticipated in October. The Florida Housing Audit has concluded with minimal concerns. The Local Housing Assistance Plan (LHAP) mandatory strategies was adopted by the Board of County Commissioners (BCC) September 1st, 2026. The Financial Literacy class was held on August 8th and had five participants attend. The next Home Buyer Education (HBE) class is scheduled for Saturday, September 19, 2026. Four households are scheduled to attend the HBE class.

4) **Guest ï Teri Shoemaker, Chief Engineer ï Utilities, Utility Engineering:**
Teri Shoemaker introduced herself and informed the members the Utility Department has a webpage with vital information for anyone to utilize. She opened an I Map GIS Viewer used to identify street names, property reports, flood zones and check water & sewer coverage areas. She displayed overlays for utilities the AHAC members were interested in learning about. Hastings was an area that the Utilities Department acquired, and since that time they have made many Water and Sewer improvements to Hastings such as Main Street. Ms. Shoemaker discussed areas, like Treasure Beach, Ponte Vedra, spoke about payment options for connections to pay over seven-year period. She stated the rates are comparable to Jacksonville & Clay County. Member Mark Turner asked about Vermont Heights, and some utility difficulties in the area. County owned property was searched, and a discussion ensued over service status on the land and utility needs for planning affordable housing.

5) **Draft AHAC report on two priorities:**
Bill Lazar discussed the two incentives or priorities selected by the members during the sub-committee that took place in April and May 2026. Mr. Lazar spoke about the importance of completing a draft copy prior to the next AHAC meeting in October, the members will meet for and vote to accept the final draft. A discussion ensued regarding priorities and the members provided direction for Jenny Harvey, Housing & Community Development Manager and she will prepare the document for the October meeting.

6) **Public Comment:**
Susan Clulow, St. Johns County resident, spoke about new land use and manufactured homes, how that could impact affordable housing in the county. She mentioned non-profit agencies serving people and families with affordable housing options, they are doing a great job for people in need. Vicki Pepper, St. Johns County resident expressed interest in reviewing the iMap GIS Viewer and shared her disappointment that some areas with potential for affordable housing may be constrained by limited utility access.

Adjournment:

Judy Spiegel **moved to adjourn** the meeting; Harry Maxwell **seconded the motion**. **The motion passed,** and the meeting was adjourned at 4:21 PM.