



St. Johns River State College
Student Housing Direct Support Organization
Board Meeting

Wednesday, October 15, 2025
1:15 pm
Orange Park Campus, Thrasher Horne Center Suite E

AGENDA

- I. Approval of Minutes from June 18 and September 4, 2025, Board Meetings
- II. Presentation of Financial Statements and Independent Auditor's Report March 31, 2025 by Jeremiah Brown, CPA, Purvis Gray
- III. Approval to Add Employees to have Authorized Access on Checking Account at Barwick Bank
- IV. Construction Progress – Terry Thomas, AVP of Facilities, Planning, and Capital Projects
- V. Other Business

St. Johns River State College
Student Housing Direct Support Organization

Board Meeting – June 18, 2025
12:15 pm, Palatka Campus,
Executive Conference Room

Board Members Attending: District Board of Trustees Designee Wendell Davis, President Joe Pickens, Dr. Melanie Brown

Others Attending: JoLynn Carter, Terri Echols, Terry Thomas

Student Housing DSO Board Chairperson Wendell Davis called the meeting to order at 12:25 pm. A quorum was present.

I. **Approval of Minutes from February 19, 2025, Board Meeting**

Chairperson Wendell Davis reviewed and requested approval of the minutes from the February 19, 2025, board meeting.

A motion for approval was moved by Dr. Melanie Brown, seconded by President Joe Pickens, and unanimously approved.

II. **Introduction of Terri Echols, Employed by Capstone as SJR State's Director of Student Housing**

Terri Echols, employed by Capstone as SJR State's Director of Student Housing, was introduced. She oversees the daily operations. Ms. Echols gave an update and noted 158 applications have been received and the Resident Assistants have been hired. Applications are open to all full-time students.

III. **Construction Progress**

Terry Thomas, AVP of Facilities, Planning, and Capital Projects, gave an update on the construction progress. The punch walk of the third floor was completed earlier this week. The Building Inspections will be finished by the end of June. Students will begin moving in late July/early August. Furniture will be delivered on time. Irrigation and landscaping quotes are being compiled. The overflow parking area will be completed in the next few years.

Dr. Brown noted the Dedication/Ribbon Cutting Ceremony will be held on September 17 at 11:00 am. On Friday, August 15, employees will have the opportunity to drop in between 1:00-4:00 pm. She also recommended hosting the Putnam County Chamber After Hours event next summer in the lobby.

IV. **Approval of Meeting Dates for 2025-2026**

Chairperson Wendell Davis reviewed and requested approval of the meeting dates for 2025-2026.

A motion for approval was moved by Dr. Melanie Brown with the caveat that since these are scheduled in conjunction with the College Board meetings, these meetings may have to be adjusted if changes are made to the College Board meetings. President Joe Pickens seconded the motion and it was unanimously approved.

V. **Other Business**

There was no other business.

The meeting was adjourned at 12:55 p.m.

St. Johns River State College
Student Housing Direct Support Organization

Board Meeting – September 4, 2025
10:00 am, Palatka Campus,
Executive Conference Room

Board Members Attending: District Board of Trustees Designee Wendell Davis, President Joe Pickens, Dr. Melanie Brown

Others Attending: Michelle Sjogren, JoLynn Carter, Terry Thomas

Student Housing DSO Board Chairperson Wendell Davis called the meeting to order at 10:00 a.m. A quorum was present.

I. **Other Business**

President Joe Pickens noted that the Foundation Board at its meeting on August 4 approved the transfer of \$15,000.00 to the Student Housing DSO account for the purchase of gym equipment to be placed in the Student Housing exercise room. He explained the building signage is another expense.

President Pickens informed the Board that he met with the attorney in charge of Mr. Beck's trust on August 11. In recognition of naming the housing after Mr. Beck, the attorney has committed to a \$1M contribution to the Student Housing DSO for the benefit of the student housing project. However, the trust does not have the resources to transfer all of the funds at one time nor quickly. Therefore, the attorney committed to transferring \$10,000.00 in 2026 and \$10,000.00 in 2027. Between the years 2028-2037, the additional \$1M will be transferred.

President Pickens noted the developer is also donating \$15,900.00 to the Student Housing DSO.

President Pickens stated that this Board needs to approve a recommendation to the District Board of Trustees that the Student Housing building be named Beck Hall.

President Pickens stated that this Board needs to approve the expenditures of \$21,500.00 for the gym equipment and up to \$10,000.00 for phase one of the building signage, using the donations of \$15,000.00 from the Foundation and \$15,900.00 from the developer. He noted that Bobby Payne has also committed to contributing \$10,000.00.

Dr. Melanie Brown moved to use the \$15,000.00 donated by the Foundation and the \$15,900.00 donated by the developer to purchase the gym equipment and to pay for the first phase of the building signage. President Pickens seconded the motion, and it was approved unanimously.

It was the unanimous consensus of the Student Housing DSO Board to recommend to the District Board of Trustees to approve naming the building Beck Hall. President Pickens noted that the Sublease contains language that the "Landlord reserves all naming rights and associated rights..."

The conversation segued to the recognition of the contribution of the conference room table by Marble Today. President Pickens noted that he informed Lisa McIntosh and Jim Troiano that a plaque would be placed outside of the conference room.

Discussion following on the naming of the building wings. Michelle Sjogren stated there needs to be a menu listing the options, which will be based on square footage and other factors. There needs to be a standardized contract including caveats. There will be a campaign to solicit donors.

It was noted that a recognition plate for the gym equipment donation needs to be inside of the exercise room. A template will be developed for the various recognition plates.

II. **Approval of Creation of a Management Committee**

Chairperson Wendell Davis reviewed and requested approval of the Creation of a Management Committee, pursuant to Article 7, Section 7.1 Management Committee of the Ground SubLease. The following proposed members include:

Two persons designated by Landlord:

President Joe Pickens

Dr. Melanie Brown

Two persons designated by Tenant:

Breck Sloan

Jim Troiano

One person designated by Landlord and Tenant jointly:

Jack Hall

A motion for approval was moved by President Joe Pickens, seconded by Dr. Melanie Brown, and unanimously approved.

Student Housing DSO Board Chairperson Wendell Davis then toured the Student Housing facilities. He will report to the District Board of Trustees at the next meeting.

The meeting was adjourned at 10:28 a.m.

COMMUNICATION WITH THOSE CHARGED WITH GOVERNANCE

Board of Directors
St. Johns River State College Student Housing Corporation
Palatka, Florida

We have audited the financial statements of the St. Johns River State College Student Housing Corporation (the Corporation) for the year ended March 31, 2025, and we will issue our report thereon dated August 22, 2025. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards and *Government Auditing Standards*, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated April 10, 2025. Professional standards also require that we communicate to you the following information related to our audit:

Significant Audit Matters

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Corporation are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during 2025. We noted no transactions entered into by the Corporation during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. No such misstatements were noted during the audit.

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Board of Directors
St. Johns River State College Student Housing Corporation
Palatka, Florida

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated August 22, 2025.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the Corporation's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Corporation's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

We applied certain limited procedures to management's discussion and analysis, which is required supplementary information (RSI) that supplements the financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the financial statements, and other knowledge we obtained during our audit of the financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

Restriction on Use

This information is intended solely for the information and use of the Board of Directors and management of the Corporation and is not intended to be, and should not be, used by anyone other than these specified parties.

Purvis Gray

August 22, 2025
Gainesville, Florida

2025

St. Johns River State College Student
Housing Corporation
(a Component Unit of St. Johns River
State College)

Financial Statements and
Independent Auditor's Report

March 31, 2025

**ST. JOHNS RIVER STATE COLLEGE
STUDENT HOUSING CORPORATION
(A COMPONENT UNIT OF ST. JOHNS RIVER
STATE COLLEGE)**

**FINANCIAL STATEMENTS
AND
INDEPENDENT AUDITOR'S REPORT**

MARCH 31, 2025

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INDEPENDENT AUDITOR'S REPORT

Board of Directors
St. Johns River State College
Student Housing Corporation
Palatka, Florida

Report on the Audit of the Financial Statements

Opinion

We have audited the financial statement of St. Johns River State College Student Housing Corporation (the Corporation), a component unit of St. Johns River State College (the College), as of and for the year ended March 31, 2025, and the related notes to the financial statements, which collectively comprise the Corporation'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 financial position of the Corporation as of March 31, 2025, and the changes in its financial position and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

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*, 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 Corporation and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audits. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Responsibilities of Management for the Financial Statements

The Corporation's 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 Corporation'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.

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St. Johns River State College
Student Housing Corporation
Palatka, Florida

INDEPENDENT AUDITOR'S REPORT

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 auditor's report that includes our opinion. 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 *Government Auditing Standards* 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 *Government Auditing Standards*, 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 Corporation's 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 Corporation'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 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

Board of Directors
St. Johns River State College
Student Housing Corporation
Palatka, Florida

INDEPENDENT AUDITOR'S REPORT

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.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated August 22, 2025, on our consideration of the Corporation'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 Corporation's internal control over financial reporting and compliance.

Purvis Gray

August 22, 2025
Gainesville, Florida

**St. Johns River State College Student Housing Corporation
Management's Discussion and Analysis
For the Year Ended March 31, 2025**

The following is management's discussion and analysis of the activity within the St. Johns River State College (the College) Foundation's (the Foundation) Student Housing checking account for the fiscal year ended March 31, 2025. This report is intended to summarize the limited account activity and provide context on the Foundation's role in student housing financial operations.

Overview and Financial Activity

The Student Housing checking account was opened on **October 17, 2023**, with an initial deposit of **\$10,000.00** designated to support administrative or incidental expenses related to the College's student housing initiatives. During the 2024–2025 fiscal year, the account experienced **minimal financial activity**, with only one transaction recorded:

- A **\$61.25 reimbursement** issued to **the College** on **July 9, 2024**, to cover the 2024 Annual Report Filing with the State of Florida.

As of March 31, 2025, the account balance remains at **\$9,938.75**.

Role of the Foundation and Third-Party Management

It is important to note that **the majority of revenues and expenses associated with the College's student housing operations are not managed through the Foundation**. Instead, **a third-party management company is primarily responsible for overseeing housing-related financial activity**, including rent collection, maintenance, staffing, and operational costs.

The Foundation's involvement is currently limited to housing-related administrative tasks and support functions that fall outside the scope of the third-party manager. The Foundation will continue to monitor and manage this account as needed and in accordance with the College's directives.

Future Considerations

At this time, **housing-related expenditures for the 2025–2026 fiscal year are undetermined**, as the College continues to evaluate long-term planning and partnership strategies. This account may be used in the future to support one-time administrative costs, compliance filings, or other expenses not handled by the third party.

The Foundation remains committed to maintaining transparency and sound stewardship of any student housing-related funds under its care.

ST. JOHNS RIVER STATE COLLEGE STUDENT HOUSING CORPORATION
(A COMPONENT UNIT OF ST. JOHNS RIVER STATE COLLEGE)
STATEMENT OF NET POSITION
MARCH 31, 2025

ASSETS

Current Assets

Cash	\$ 9,939
Total Current Assets	<u>9,939</u>

LIABILITIES AND NET POSITION

Current Liabilities

Due to St. Johns River State College Foundation, Inc.	44
Total Current Liabilities	<u>44</u>

Net Position

Unrestricted	9,895
Total Net Position	<u>9,895</u>

Total Liabilities and Net Position	<u>\$ 9,939</u>
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See accompanying notes.

ST. JOHNS RIVER STATE COLLEGE STUDENT HOUSING CORPORATION
(A COMPONENT UNIT OF ST. JOHNS RIVER STATE COLLEGE)
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION
FOR THE YEAR ENDED MARCH 31, 2025

Expenses	
General and Administrative	\$ 61
Total Operating Expenses	<u>61</u>
Operating Income	<u>(61)</u>
Change in Net Position	(61)
Net Position, Beginning of Year	<u>9,956</u>
Net Position, End of Year	<u><u>\$ 9,895</u></u>

See accompanying notes.

ST. JOHNS RIVER STATE COLLEGE STUDENT HOUSING CORPORATION
(A COMPONENT UNIT OF ST. JOHNS RIVER STATE COLLEGE)
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED MARCH 31, 2025

Cash Flows from Operating Activities

Cash Paid for State Annual Filing Requirements	\$ (61)
Net Cash (Used in) Operating Activities	<u>(61)</u>

Net (Decreases) in Cash and Cash Equivalents (61)

Cash and Cash Equivalents, Beginning of Year 10,000

Cash and Cash Equivalents, End of Year \$ 9,939

See accompanying notes.

ST. JOHNS RIVER STATE COLLEGE STUDENT HOUSING CORPORATION
(A COMPONENT UNIT OF ST. JOHNS RIVER STATE COLLEGE)
NOTES TO FINANCIAL STATEMENTS
MARCH 31, 2025

Note 1 - Summary of Significant Accounting Policies

Nature of Organization

St. Johns River State College Student Housing Corporation (the Corporation) was incorporated on March 2, 2023, as a direct support organization as provided for in Section 1004.70, Florida Statutes, and is considered a discrete component unit of St. Johns River State College (the College). As such, the Corporation is organized to provide a means for the development, financing, acquisition and construction of the College's student housing facilities.

The Corporation is governed by a three-member board. The board members are appointed by the College's board of trustees.

Measurement Focus, Basis of Accounting, and Financial Statement Presentation

The financial statement of the Corporation have been prepared in accordance with generally accepted accounting principles (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the standard-setting body for governmental accounting and financial reporting. As such, the Corporation presents only the statements required of enterprise funds, which include the statement of net position, statement of revenues, expenses and changes in net position, and statement of cash flows.

For financial reporting purposes, the Corporation is considered a special-purpose government engaged only in business-type activities. Accordingly, the Corporation prepares its financial statements using the economic resources measurement focus and the accrual basis of accounting in accordance with GAAP for proprietary funds, which is similar to those for private business enterprises. Accordingly, revenues are recorded when earned and expenses are recorded when incurred.

Net Position

The net position of the Corporation is reported as follows:

- *Unrestricted net position* represents net position that does not meet the definition of "restricted" or "net investment in capital assets".

Cash and Cash Equivalents

The Corporation considers all unrestricted, highly liquid investments with a maturity of three months or less to be cash equivalents.

Due to St. Johns River State College Foundation (the Foundation)

Due to the Foundation represents amounts invoiced by the Foundation for filing fees that remain unpaid at year-end.

Operating Activities

Operating revenues and expenses represent ongoing activities of the Corporation, as well as ongoing activities which are in support of the Corporation's student housing for the benefit of the College. Operating activities relate to the Corporation's purpose, organize and operate student housing for the benefit of the College, and to proceed with planning for the necessary sale of the current housing. All revenues and expenses not meeting this definition are reported as non-operating revenues and expenses.

ST. JOHNS RIVER STATE COLLEGE STUDENT HOUSING CORPORATION
(A COMPONENT UNIT OF ST. JOHNS RIVER STATE COLLEGE)
NOTES TO FINANCIAL STATEMENTS
MARCH 31, 2025

Estimates

The preparation of financial statements in conformity with GAAP requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Net Position Flow Assumption

Sometimes the Corporation 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 Corporation's policy to consider restricted net position to have been used before unrestricted net position is applied.

Note 2 - Deposits and Investments

Custodial Credit Risk – Deposits

Deposits include cash on hand and amounts held in the Corporation's demand accounts. At March 31, 2025, the carrying amount of the Corporation's deposits was \$9,939.

Each demand account is insured by the Federal Deposit Insurance Corporation (FDIC) up to \$250,000. Any balance in excess of FDIC insurance is covered by collateral held by the Corporation's custodial bank, which is pledged to a state trust fund that provide security in accordance with Florida Security for Public Deposits Act, Chapter 280, Florida Statutes.

The Florida Security for Public Deposits Act (the Act) established guidelines for qualification and participation by banks and savings associations, procedures for the administration of the collateral requirements and characteristics of eligible collateral. Under the Act, the qualified public depository must pledge at least 50 percent of the average daily balance for each month of all public deposits in excess of any applicable deposit insurance. Additional collateral, up to a maximum of 125 percent, may be required, if deemed necessary under the conditions set forth in the Act.

Obligations pledged to secure deposits must be delivered to the State Treasurer or, with the approval of the State Treasurer, to a bank, savings association, or trust company provided a power of attorney is delivered to the Treasurer. Under the Act, the pool may assess participating financial institutions on a pro rata basis to fund any shortfall in the event of the failure of a member institution.

Note 3 - Related-Party Transactions

The Corporation is defined as a direct support organization by Florida Statute 1004.70, and as such, the Corporation is organized and operating exclusively to provide residential housing for the College. At March 31, 2025, the Corporation had payables to the Foundation of \$44.

On August 29, 2024, the Corporation signed a ground lease agreement with the College for the use of land on which the student housing is to be constructed. The term of the lease is not to exceed 40 years for a fee of \$1 per annum. Upon termination, all improvements and ownership of all personal property shall be transferred to the College.

ST. JOHNS RIVER STATE COLLEGE STUDENT HOUSING CORPORATION
(A COMPONENT UNIT OF ST. JOHNS RIVER STATE COLLEGE)
NOTES TO FINANCIAL STATEMENTS
MARCH 31, 2025

Note 4 - Sublease and Developer Agreement

The Corporation entered into a long-term sublease agreement with a private developer for the development, design, permitting, financing, construction, operation, and maintenance of a student housing facility located on land leased by the College to the Corporation. The developer is responsible for all costs and risks associated with the project during the lease term.

Under the agreement, the developer has the right to operate the facility and collect rental revenues for a period of 40 years, after which all rights to the facility, including any improvements made, will revert to the Corporation at no cost. The sublease was executed at a nominal rental rate of \$1 per annum.

Note 5 - Risk Management

The Corporation is exposed to various risks of loss related to torts, theft of, damage to, and destruction of assets, and errors and omissions. The Corporation is insured through the College, which provides coverage for these risks.

ADDITIONAL REPORT

**INDEPENDENT AUDITOR’S 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**

Board of Directors
St. Johns River State College
Student Housing Corporation
Palatka, Florida

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statement of St. Johns Rivers State College Student Housing Corporation (the Corporation), a component unit of St. Johns River State College (the College), as of and for the year ended March 31, 2025, and the related notes to the financial statements, which collectively comprise the Corporation’s basic financial statements, and have issued our report thereon dated August 22, 2025.

Report on Internal Control Over Financial Reporting

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

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Palatka, Florida

**INDEPENDENT AUDITOR'S 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**

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Corporation's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, non-compliance 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 non-compliance 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 Corporation'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 Corporation's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Purvis Gray

August 22, 2025
Gainesville, Florida

PURVIS GRAY

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St. Johns River State College **STUDENT HOUSING**

MEMORANDUM

DATE: September 12, 2025

TO: Student Housing DSO Board Members

FROM: JoLynn Carter, Director of Development
and Foundation Operations

SUBJECT: Request to Approve Adding Employees to have Authorized Access on
Checking Account at Barwick Bank

This requests approval to add Michelle Sjogren and Susan Sutliff to have authorized access to the Student Housing DSO checking account at Barwick Bank. Currently, only Chair Wendell Davis and Dr. Melanie Brown have access.

If you have any questions, please contact me.