

Minutes of the March 27, 2024 Meeting of the
Eastern Shore of Virginia Housing Alliance
The Enterprise Building
Accomac, Virginia

Directors Present

Mildred Blake
Faith Custis
Shenia Davis
Bridgechelle Warner
Ellen Richardson
Ivory Turner

Doreen Simmons
Angel Collins
Diana Giddens
Gracie Milbourne
Michael Selby

Directors Absent

Alice Jones

Earnest Smith, Jr.

Others Present

Elaine Meil
Eric Luchansky
Russ Williams

Leanna Rasmussen
Sandy Taylor
Elizabeth Bell

1. Call to Order

President Custis called the meeting to order at 6:02 p.m.

2. Invocation

Director Selby gave the invocation.

3. Minutes of the January 24, 2024 Meeting

Minutes of the January 24, 2024 Meeting were presented.

Board approval of the January 24, 2024 Minutes was requested.

Director Giddens moved to approve the January 24, 2024 Minutes, while it was seconded by Director Selby. The motion was carried by unanimous vote.

4. Bills Payable / Financial Statement

Board approval of the following Bills Payable/Financial Statements were requested:

ESVHA Bills Payable:	\$ 18,937.62
January & February Expenses	
Pine Street Apartments:	\$101,141.57
Taylor Bank Operating Reserves	
Bailey Road Apartments:	\$ 95,112.84
LGIP Reserve	

Director Richardson moved to approve the Bills Payable/Financial Statements as presented. Seconded by Director Collins, the motion was carried by unanimous vote.

5. Current Financial Status Report

The report through December indicated that 23.30 percent of the administrative budget and 40.84 percent of the client services budget had been expended while 67 percent of the fiscal year had passed.

Director Davis moved to accept the Financial Status Report as presented. Seconded by Director Selby, the motion was carried by unanimous vote.

6. FY 2024 Budget Amendments

Approval of the following FY 2024 Budget Amendment was requested:

3310310	IP/R Home Program Construction	\$300,000.00
	SERCAP Funds	<u>+ 50,800.00</u>
		\$350,800.00

ITEM 1 represents the amendment to include SERCAP funds to support projects for the fiscal year.

The Budget Amendment requested was reflected on the current financial status report.

Director Richardson moved to approve the FY 2024 Budget Amendment as presented. Seconded by Director Davis, the motion was carried by unanimous vote.

7. Election of FY 2025 Officers

Corporation By-Laws state that the election of the FY 2025 President, Vice President, and Treasurer shall be held at the March Board meeting. At the January meeting, Directors Giddens, Davis, and Selby were appointed by President Custis to serve on the 3-member Nominating Committee.

Having served one 1-year term, the following officers are eligible for re-election to their current positions:

President	Faith Custis
Vice President	Angel Collins
Treasurer	Michael Selby

A report from the Nominating Committee consisting of Directors Giddens, Davis, and Selby was requested.

Director Richardson made the motion to re-elect the existing slate of officers for a second term. Seconded by Director Davis, the motion was carried by unanimous vote.

8. Property Management

Pine Street Apartments

There were no vacancies. Two tenants were delinquent. Maintenance workers were working on day to day issues. There was a broken window in building 8. Go glass had been out but installation time had been delayed due to internal issues with software. A quote was being obtained for a damaged gutter.

Bailey Road Apartments USDA Project

There were two vacancies with struggles to find applicants that meet the criteria to be housed at the property. These issues included family size, income, and lack of farm labor workers applying. Collections have been good. A few were late and would be resolved shortly. Staff were working on day to day items. A chip and tar road surface was quickly deteriorating.

Accomack Manor

There were no vacancies. There were no families delinquent on rent. A rent increase of \$25.00 was in effect. Rates for a one bedroom unit would be \$515.00 and a two bedroom unit would be \$545.00. Maintenance was updating all apartments as they became available.

Director Davis asked if the community room would be reopened. Board members have had residents complaining about this issue. Mr. Luchansky would reach out to the property manager for an answer on this issue.

9. Indoor Plumbing / Rehabilitation Program

- IPR Program Rehab Oversight Board:
 - The board met on 03/27/2024 to approve the bids for the two new projects.

- 2022 IPR Flex Program:
 - Each of the applicants that had homes built through the program had moved in.
- 2023 IPR Flex Program
 - Bids were received and the work on both of the homes was scheduled to begin in early April.
- IPR Program Income:
 - No update

Director Richardson moved to approve the financial records. The motion was seconded by Director Giddens, and was carried unanimously.

10. Housing Services Programs

Total Assessments as of March 1, 2024: 114 (91 from ESVHA and 23 from ESCADV)

Serving:

Prevention: 0

Rapid Rehousing: 8

CHERP Prevention: 1 (1 pending inspection)

Qualified and Searching:

Prevention: 0

Rapid Rehousing: 19

CHERP Prevention: 8

Closed Cases that have received funding:

Prevention: 9

Rapid Rehousing: 3

CHERP Prevention: 0

Closed Cases that have not received funding:

Prevention: 6

Rapid Rehousing: 1

CHERP Prevention: 0

Receiving Budgeting and Case Management (does not qualify for financial assistance):

Open: 4

Closed: 1

Budget:

Prevention: \$28,000.00 - \$28,000.00 (\$0 remaining)

Rapid Rehousing: \$46,697.00 - \$25,217.44 (\$5,053.86 remaining)

CHERP Prevention: \$15,857 - \$1,114 (\$14,743 remaining)

Estimated Date for Running out of Funds:

Rapid Rehousing: Approximately April 2024.

Prevention: Zero balance as of December 2023

CHERP Prevention: Approximately March 2024

Continuum of Care (CoC)

Community Partners of the Eastern Shore's General Membership met on March 20th. Updates were provided by participating service providers and committees. Director Luchansky presented an informative overview of A-NPDC Housing Development projects. Raw data had been returned for the January 24th homeless Point in Time count. The data indicated a decrease in families and individuals served. The full report should be available sometime this summer. The grant application for the recurring CoC/VHSP grant had been made available and would be submitted before the end of March. Level funding was anticipated.

Heir Property Education and Remediation Pilot Project

Issues with the transfer of property through clear title and required authorizations and releases for subsidized rehabilitations have been prevented or otherwise hindered by confusion of ownership or heirship. No state or federal funding has been made available through local resources to address these barriers.

Staff had presented the proposed project to both County's Board of Supervisors.

11. Executive Director's Report

Heir Property Education and Remediation Pilot Project

Director of Housing Development Luchansky presented at the Northampton County agency request meeting, February 27, 2024, to brief the Supervisors on the proposed project, Executive Director Meil presented the project to the Accomack County agency request meeting on February 8, 2024.

Bayview Property Sale

The water heater was checked to see if it had caused a leak in one of the units but it was not the cause. Contractor had been called to examine the pipe in the wall to determine the source of the leak.

Seabreeze Apartments Condemned

On February 9th Cape Charles notified A-NPDC of the immediate displacement of the 11 families at Seabreeze Apartments, due to condemnation of one of the buildings. USDA, HUD Multifamily, and the property manager Greenbriar immediately provided staff with contact information, provided staff with contact information for each of the families, and staff followed

up by reaching out to the families and offering direct services as provided by the current programs administered.

The families were housed at local hotels at the property manager's expense. As invited by HUD, staff immediately applied for HUD HCV Tenant Protection Vouchers (TPVs) that could be issued to the affected families. HUD had issued these TPV vouchers to A-NRHA for the 11 initially affected families and the residents of the 2nd building, which had been notified that the HUD Multifamily unit would be canceling their contract and USDA was foreclosing on the property. These families were being ordered to vacate within 10 months. All of these additional families had been contacted by staff and offered existing services. Staff would continue to work with the families to house them with any and all appropriated resources as quickly as possible.

12. Public Participation

There was no public participation at this time.

13. Other Matters

There were no other matters.

14. Adjournment

There being no further business brought before the Board of Directions, the meeting was adjourned.

Director Custis

Elaine K. N. Meil