

Minutes of the May 22, 2024 Meeting of the  
Eastern Shore of Virginia Housing Alliance  
The Enterprise Building  
Accomac, Virginia

Directors Present

Doreen Simmons  
Faith Custis  
Alice Jones  
Ellen Richardson  
Ivory Turner

Diana Giddens  
Angel Collins  
Gracie Milbourne  
Michael Selby

Directors Absent

Mildred Blake  
Bridgechelle Warner

Shenia Davis  
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 6:05 p.m.

2. Invocation

Director Selby gave the invocation.

3. Minutes of the March 27, 2024 Meeting

Minutes of the March 27, 2024 Meeting were presented.

Board approval of the March 27, 2024 Minutes was requested.

Director Selby moved to approve the March 27, 2024 Minutes, while it was seconded by Director Richardson. 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: \$ 18,463.27  
March & April Expenses

Pine Street Apartments: \$101,564.59  
Taylor Bank Operating Reserves

Bailey Road Apartments: \$ 95,980.92  
LGIP Reserve

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

5. Current Financial Status Report

The report through December indicated that 58.19 percent of the administrative budget and 39.71 percent of the client services budget had been expended while 84 percent of the fiscal year had passed.

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

6. FY 2024 Budget Amendments

Approval of the following FY 2024 Budget Amendment was requested:

3114	CHERP (COVID Homeless Emergency Response Program)	\$ 0.00
		<u>+ 16,636.84</u>
		\$ 16,636.84

ITEM 1 represents the amendment to include DHCD CHERP Prevention Funds

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 Selby, the motion was carried by unanimous vote.

7. FY 2025 Budget

The proposed FY 2025 Budget was attached.

→ The A-NPDC is scheduled to adopt its FY 2025 Budget at their June Commissioner meeting, establishing the benefit and indirect rates for FY 2025.

Board adoption of the Proposed FY 2025 Budget was requested.

Director Richardson made the motion to adopt the Proposed FY 2025 Budget as presented. Seconded by Director Selby, the motion was carried by unanimous vote.

8. Property Management

Pine Street Apartments

There were no vacancies. Three tenants were delinquent. Maintenance workers were working on day to day issues. The broken window was replaced by Go Glass. Damaged gutters were replaced and spouts improved. All buildings, fences and playground equipment had been power washed.

Bailey Road Apartments USDA Project

Two tenants were approved and move-in was anticipated in the next few days. Five tenants were delinquent on rent. Maintenance was working on day to day items found during unit inspections. Pending turn with the unit transfer coming up. Bentley Road chip and tar road surface was showing wear. Potholes and Driveways were also thin and have gotten worse since the last report. Recent weather has not helped.

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.

Mr. Luchansky notified the Board of a sidewalk grant the A-NPDC would be applying for. This would be for the town of Onancock. A public hearing would be held on June 6th at 5pm at the Accomack-Northampton Planning District Commission.

9. Indoor Plumbing / Rehabilitation Program

- IPR Program Rehab Oversight Board:
  - No update
- 2022 IPR Flex Program:
  - No update
- 2023 IPR Flex Program
  - One home in Northampton County (in Nassawadox behind Clam Shack) was being rehabilitated, and one home in Accomack County (Mappsburg Road) was being substantially reconstructed.

- IPR Program Income:
  - The board met on May 10th to approve the use of \$2600 for the rehabilitation in Northampton County.

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

10. Housing Services Programs

Total Assessments as of April 23, 2024: 121 (97 from ESVHA and 24 from ESCADV)

Serving:

Prevention: 0

Rapid Rehousing: 87

CHERP Prevention: 3 (Have been converted to case management for May appts)

Qualified and Searching:

Prevention: 0

Rapid Rehousing: 19 (Case Closures actively being completed for those that have not responded to CM service offer)

CHERP Prevention: 8 (Case Management had been offered, awaiting responses from clients).

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: 6

Closed: 2

Budget:

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

Rapid Rehousing: \$46,697.00 - \$46,697.00 (\$0 remaining)

CHERP Prevention: \$15,857 - \$12,759.66 (\$3,097.34 remaining)

Estimated Date for Running out of Funds:

Rapid Rehousing: Zero balance as of April 2024

Prevention: Zero balance as of December 2023

CHERP Prevention: March 2024. Remaining balance returned to DHCD per contract deadline.

Continuum of Care (CoC)

Community Partners of the Eastern Shore's General Membership met May 8th at the Eastern Shore Public Library in Parksley. A presentation about the Library and a tour were conducted. Raw data has been returned for the January 24th homeless Point in Time count. The data indicates a decrease in families and individuals served. The full report is expected sometime this summer. The grant application for this recurring grant was submitted. Level funding for the Continuum of Care is 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

Nothing new to report.

Bayview Property Sale

Staff prepared the first rental increase on the properties since their purchase. It is a significant increase; the two bedrooms were at \$460 and will increase to \$800 July 1. The three bedroom was \$525 and will increase to \$950 July 1. These are still below the fair market rents. Costs associated with maintenance and replacement work on the units has been steadily rising and the lower rents could not be supported any longer. All tenants had been notified. The letters also informed them they could apply for Section 8 HCV assistance and also offered, if they want to purchase their unit, to contact us.

Seabreeze Apartments Condemned

As of May 9, ten families had applied for a tenant protection voucher. An additional two have relocated. HUD's contractor Leumas was still working on assisting six additional families. It appears that one of these families may use the USDA voucher.

Appointments

As a reference, the current Board membership minus the appointed Directors is shown. The following is a list of Directors appointed directly by the ESVHA and Terms of Office. All terms are three years.

Directors Davis, Selby, Collins and Jones terms are expiring. A new term would expire June 30, 2027.

**Consideration of reappointment was requested.**

Director Richardson moved to approve the reappointments as requested. Seconded by Director Collins, the motion was carried by unanimous vote.

<u>Community Sector Directors</u>		<u>Appointment Expiration Date</u>
<u>Shenia Davis</u>		<u>6-30-24</u>
<u>Doreen Simmons</u>		<u>6-30-26</u>
<u>Faith Custis</u>		<u>6-30-25</u>
<u>Diana Giddens</u>		<u>6-30-26</u>
<u>Michael Selby</u>		<u>6-30-24</u>

<u>Other Directors</u>		<u>Appointment Expiration Date</u>

<u>Angel Collins</u>		<u>6-30-24</u>
<u>Alice Jones</u>		<u>6-30-24</u>
<u>Mildred Blake</u>		<u>6-30-26</u>
<u>Gracie Milbourne</u>		<u>6-30-25</u>
<u>Bridgechelle Warner</u>		<u>6-30-25</u>

According to the Article of Amendment other directors may be;

- A) Representatives of the business sector, preferring but not limited to, persons with experience in housing supply, construction, or finance.
- B) Housing consumers who are not connected with housing production, distribution, sales, or financing.
- C) Representatives from private sector lending institutions.
- D) Representatives from community organizations.
- E) Persons from other sectors of the service area who are by experience, training, or other skills able to contribute to the purposes and activities of the Corporation.

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.

