

Minutes of the March 26, 2025 Meeting of the
Eastern Shore of Virginia Housing Alliance
The Enterprise Building
Accomac, Virginia

Directors Present

Faith Custis
Mildred Blake
Bridgechelle Warner
Doreen Simmons
Ellen Richardson
Gracie Milbourne

Angel Collins
Diana Giddins
Michael Selby

Directors Absent

Shenia Davis
Alice Jones
Earnest Smith Jr.

Ivory Turner

Others Present

Elaine Meil
Eric Luchansky
Russ Williams

Faith Lewis
Sandy Taylor
Elizabeth Bell

1. Call to Order

President Custis called the meeting to order at 6:05 p.m.

2. Invocation

Director Giddins gave the invocation.

3. Minutes of the November 20, 2024 Meeting

Minutes from the November 20, 2024 Meeting were presented.

Board approval of the November 20, 2024 Minutes was requested.

Director Richardson moved to approve the November 20, 2024 Minutes, while it was seconded by Director Warner. The motion was carried by unanimous vote.

4. Bills Payable / Financial Statement

Board approval of the Financial Statements were requested:

The Bills Payable for Nov / Dec / Jan / Feb Expenses totaled \$38,409.72.

Pine Street Apartments:	\$103,302.35
Taylor Bank Operating Reserves	

Bailey Road Apartments:	\$100,084.54
LGIP Reserve	

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

5. Current Financial Status Report

The report through February indicates that 60.90 % of the administrative budget and 62% of the construction/client services budget has been expended while 67% of the fiscal year has passed.

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

6. FY 2025 Budget Amendments

Ms. Taylor presented the FY 2025 Budget Amendments. Adoption of the following budget amendments is requested. They are listed below:

→ 3113	Heir Property - Accomack County	\$20,000
→ 3115	Heir Property - Northampton County	\$20,000
→ 3103	IPR Home Program - Admin	\$15,000
→ 4103	IPR Home Program - HS & Insp	\$10,000

The next change to the FY 2025 budget is \$52,500 and is reflected on the current financial status report..

Director Milbourne moved to adopt the FY 2025 budget amendments listed above. It was seconded by Director Richardson. The motion was carried by unanimous vote.

7. Election of FY 2026 Officers

The following officers are eligible for re-election to their current positions:

President:	Faith Custis
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Vice President: Angel Collins
Treasurer: Michael Selby

Director Milbourne moved to re-elect the current slate of officers. It was seconded by Director Richardson. The motion was carried by unanimous vote.

8. Property Management

Pine Street Apartments

Vacancies: None. No anticipated vacancy.

Rent: Four tenants currently late.

Maintenance: Working on day to day work orders.

Playground light was not operating properly. Leaves had blown into the sensor. Issue has been corrected.

No major issues at this time.

Bailey Road Apartments USDA Project

Vacancies: None. No new vacancies at this time.

Rent: 6 tenants are late.

Maintenance: Staff was working on day to day items. Bentley Road chip and tar surface is showing wear. There are potholes and the driveways are also thin. Maintenance has tried to fill some of the smaller holes. Working on three holes now.

Dumpster has not been as bad as it normally has been since placing the signs.

Major issues with refrigerators the last few months all needing to be replaced.

Issues with septic pumps since July 2024 pumps going bad. Property had to replace two pumps and two pump switches.

Septic tanks are being pumped out as needed. Maintenance is checking on them regularly. The plan is to start to have tanks cleaned out. It is two units to a tank and we would like to start having at least one pumped per month.

Accomack Manor

Rent: Rent was raised for the one bedroom units to \$550 and the two bedroom units to \$585.

9. Indoor Plumbing / Rehabilitation Program

- IPR Program Rehab Oversight Board:
 - No update
- 2024 IPR Flex Program:
 - The homes are complete in both counties.

- 2025 IPR Flex Program
 - Staff is preparing the paperwork for one rehab in Northampton County and one rehab in Accomack County. Bids were received to rehabilitate one home in Northampton County and Accomack County. These are in Painter and Nassawadox.
- IPR Program Income:
 - No update

Director Selby moved to approve the IP/R financial records. The motion was seconded by Director Richardson, and was carried unanimously.

10. Housing Services Programs

Virginia Homeless Solutions Program

Total Assessments as of 2/28/2025: = 58 from ESVHA and 16 from ESCADV

Serving (Receiving Financial Assistance):

VHSP Rapid Rehousing: 5

Qualified and Searching:

VHSP Rapid Rehousing: 11

Pending Formal Intake into Program: 0

Closed Cases that have received funding:

VHSP Rapid Rehousing: 5

Closed Cases that have NOT received funding:

VHSP Rapid Rehousing: 6

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

Open: 0

Closed: 1

Budget: VHSP Rapid Rehousing: \$78,419.00-41,276.21 = \$37,142.79 Remaining

Estimated Date for Running out of Funds: VHSP Rapid Rehousing: June 2025

366250

Continuum of Care (CoC)

Russ Williams

Community Partners of the Eastern Shore's General Membership met on March 12th at ESCC. A presentation was provided by the Kempsville Center for Behavioral Health. A short presentation was provided by CSB on the Coalition Assessment the CoC is conducting. The next General Membership meeting is scheduled for May 14th.

3113 & 3115

Heir Property Education and Remediation Pilot Project

Russ Williams

Accomack and Northampton Counties awarded \$20,000 from each county to support the 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. Staff has begun planning to conduct two public events in May, one in each county. The events will include an educational program as well as an opportunity for individuals and families to meet with staff and possibly an attorney. Staff is continuing the effort to procure legal services to aid with the project.

11. Executive Director's Report

Bayview Rental Houses

No update.

Seabreeze Apartments Condemned

East Coast Property Management has given the A-NRHA two letters terminating their property management services. Although this does not affect the ESVHA properties, East Coast has said that Bailey Road Apartments may be one they might terminate in the future. A-NRHA was able to obtain a new property manager and actually identified another manager who specializes in USDA properties. Both Bailey Road Apartments and Pine Street Apartments are USDA properties. Staff are monitoring the situation.

12. Public Participation

There was no public participation at this time.

13. Other Matters

Ms. Taylor stated the packets would be emailed to the Directors and a hard copy would be here for the Directors to have a physical packet and agenda.

14. Adjournment

There being no further business brought before the Board of Directions, the motion was made by Director Warner to adjourn the meeting. It was seconded by Director Richardson. The motion was carried by unanimous vote. The meeting was adjourned at 6:30 p.m.

Faith Custis, President

Elaine K. N. Meil, Executive Director