

Minutes of the May 26, 2021 Meeting of the
Eastern Shore of Virginia Housing Alliance
The Enterprise Building and Virtual Zoom
Accomac, Virginia

Directors Present

Angel Collins
Faith Custis
Shenia Davis **
David Fauber
Richard Jenkins

Alice Jones **
Janice Langley **
Ellen Richardson **
Michael Selby **

Directors Absent

Louise Coles
Diana Giddins
Dottie Swisher

Barbara Widgeon
Vacant
Vacant

Others Present

Elaine Meil
Russ Williams

Sandy Taylor
Leslie Mason

** Attendance thru Zoom

1. Call to Order

President Richardson called the meeting to order at 7:03 p.m.

2. Invocation

Director Davis gave the invocation.

3. Minutes of March 24, 2021 Meeting

The Minutes of March 24, 2021 Meeting were presented.

Board approval of the minutes of the March 24, 2021 Meeting was requested.

Director Custis moved to approve the minutes of the March 24, 2021 meeting as presented. Seconded by Director Fauber, the motion carried by unanimous vote.

4. Bills Payable/Financial Statement

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

ESVHA Bills Payable

A-NPDC March & April Expenses \$ 8,054.64

Financial Statements for ESVHA operating account and IP/R Construction funds were presented.

Pine Street Apartments LLC - BB&T Operating Reserves 4/30/2021 \$99,000.00

Pine Street Apartments

The current Pine Street Apartments budget report and financial statement were also presented.

Bailey Road Apartments

The current Bailey Road Apartments budget report and financial statement were also presented.

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

5. Current Financial Status Report

Financial Status Report

The attached report indicated that 26.51 percent of the Administrative Budget and 42.27 percent of the Construction/Client Services Budget had been expended while 84 percent of the fiscal year had passed. Please note that Budget Amendments were included in a later agenda item.

Board acceptance of the attached report was requested.

Director Custis moved to approve the current Financial Status Report as presented. Seconded by Director Langley, the motion carried by unanimous vote.

6. FY 2022 Budget

The Proposed FY 2022 Budget was attached.

The major highlights included:

- ✓ The A-NPDC adopted its FY 2022 Budget at their May 17 Commission meeting, establishing the benefit and indirect rates for FY 2021.

Board Adoption of the Proposed FY 2022 Budget was requested.

Director Davis moved to adopt the Proposed FY 2022 Budget as presented. Seconded by Director Selby, the motion carried by unanimous vote.

7. Director Term Report

The following is a list of Directors appointed directly by the ESVHA and Terms of Office:

Community Sector Directors		Appointment Expiration Date
Shenia Davis		6-30-21
Louise Coles		6-30-20
Faith Custis		6-30-22
Diana Giddens		6-30-20
Michael Selby		6-30-21

Other Directors		Appointment Expiration Date
Angel Collins		6-30-21
Vacant		6-30-21
David Vaughn		6-30-20
Barbara Widgeon		6-30-22
Dottie Swisher		6-30-22

Due to the pandemic no meeting was held.

Acceptance of the Director Term Report and reappointment of the following for an additional three-year term is requested:

Louise Coles	6-30-23
Diana Giddens	6-30-23
Vacant (Vaughn)	6-30-23
Shenia Davis	6-30-24
Michael Selby	6-30-24
Angel Collins	6-30-24
Alice Jones	6-30-24

Executive Director Meil announced Director Vaughn had passed away and that Directors Widgeon & Swisher resigned before their term expired.

Director Custis moved to reappoint Directors Davis, Selby, Collins and Jones for a 3-year term expiring 6/30/2024. Seconded by Director Davis, the motion carried by unanimous vote.

8. Property Management

Pine Street Apartments

- Vacancies: One. Vacancies to be filled by the end of the month.
- Rent: COVID-19 Collection Policy. No late fees. Two families are currently behind.
- Maintenance: Working on unit turn and day to day items.

Bailey Road Apartments:

- Vacancies: None.
- Rent: COVID-19 Collection Policy. No late fees. Four families are currently behind.
- Wifi/internet update: Eastern Shore of Virginia Broadband Authority is working with special funds to see if we can provide internet service to the residents. Each family would be signing up for a two year contract and the funds helping with the costs are limited. Tenants are interested and now we are working to see the best way to have the families sign up. The process is still evolving, but we hope to have things moving forward soon.
- Maintenance Issues: Working on day to day issues.

Accomack Manor

No update.

9. Indoor Plumbing/Rehabilitation Program

2020 IPR Program

Doug Ellis, DHCD Community Specialist, requested a desk audit for the PY2020. The staff complied by sending all the requested items. DHCD has not responded.

IPR Program Rehab Oversight Board

A home has been completed for Carolyn Northan at 23487 Parks Street, Parksley VA. She will be moving into the home 05/21/2021. Work has begun on a rehabilitation of a home located at 29108 Harmony Road, Townsend VA.

2021 IPR Flex Program

Staff continues to receive and review applications. Two waiting lists have been created, and inspections continue. Staff continues to apply for sewer permits and address concerns with ownership and zoning.

IPR Program Income

Accomack County - \$3,000 is being requested at this time to cover overage construction costs associated with the Gospel Temple Adams Crossing Community Development Block Grant. The additional \$3,000 would aid in providing indoor plumbing for a client within the project area.

Director Jenkins moved to grant permission to expend \$6,000 of Accomack County Program Income as requested. Seconded by Director Collins, the motion carried by unanimous vote.

Northampton County - No program income funds have been expended or requested at this time.

Board approval of the attached IP/R financial records was requested.

Director Davis moved to approve the IP/R financial records as requested. Seconded by Director Jenkins, the motion carried by unanimous vote.

10. Housing Services Programs

VIRGINIA HOMELESS SOLUTIONS PROGRAM

Total Assessments as of 4/28/2021: 220 (168 from ESVHA and 52 from ESCADV)

Serving:

Prevention: 4

Rapid Rehousing: 9

Shelter: 0

Qualified and Searching:

Prevention: 1

Rapid Rehousing: 3

Closed Cases that have received funding:

Prevention: 3

Rapid Rehousing: 8

Closed Cases that have NOT received funding:

Prevention: 2

Rapid Rehousing: 13

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

Open: 0

Closed: 1

Budget:

Prevention: \$40,000 - \$19,927.36 (\$20,072.64 remaining)

Rapid Rehousing: \$75,633 - \$47,144.63 (\$28,488.37 remaining)

Shelter Operations: \$5,535 - \$5,535 (\$0 remaining)

Estimated Date for Running out of Funds:

Shelter Operations: December 2020

Rapid Rehousing: June 2021

Prevention: June 2021

CONTINUUM OF CARE (CoC)

Community Partners of the Eastern Shore (CPES) general membership meeting was held virtually on May 12. Presentations were given by USDA, VA Heals, and UniteUs. The showing of the movie “The Public” scheduled for late April has been postponed until June or July. Point-In-Time count homelessness data for the Eastern Shore is being reviewed by DHCD and the report will be made available mid-summer.

11. Executive Director’s Report

Bayview Property Sale

No issues to report. The houses are all rented.

Virginia Housing (formerly known as Virginia Housing Development Authority)
Housing Development Program

This is an informational item. The Accomack-Northampton Planning District Commission has approved applying for a \$1 million grant to produce affordable housing. Staff will provide an update.

Housing Plan

This is an informational item. A consultant has been selected to complete the Eastern Shore of Virginia Housing Plan. The consultant is Mullin & Lonergan Associates. The contract has been received and is currently being reviewed for execution. The next step is the kick off with the committee.

12. Public Participation

There was no public participation at this time.

13. Other Matters

No other matters were discussed at this time.

14. Adjournment

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

Ellen Richardson, President

Elaine K. N. Meil, Executive Director