DIRECTORS PRESENT:

   Patty White    Accomack County
   Charles Kolakowski Northampton County
   Ernest H. Washington Northampton County
   Vincent Holt    Section 8 Representative

DIRECTORS ABSENT:

   Mike Mason    Accomack County

OTHERS PRESENT:

   Elaine Meil    Sandy Taylor
   Eric Luchansky Leanna Bowden
   Russ Williams  Christine Ross

1. Call To Order

   Director Vincent Holt called the meeting to order at 4:05 p.m.

2. Minutes of the March 23, 2022 Meeting

   Presented were the minutes of the March 23, 2022 meeting.

   Adoption of the presented minutes was requested.

   Director White moved to approve the minutes of the March meeting as presented.
   Seconded by Director Washington, the motion was carried by unanimous vote.

Commission approval was requested for the following Bills Payable and attached Financial Statements:

**General Operating Account**

<table>
<thead>
<tr>
<th>Account</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>A-NPDC 3100</td>
<td>A-NRHA Management Services, Mar/Apr</td>
<td>$57.21</td>
</tr>
<tr>
<td>A-NPDC 3150</td>
<td>Crispus Attucks Management, Mar/Apr</td>
<td>$197.78</td>
</tr>
<tr>
<td>A-NPDC 3151</td>
<td>Sunnyside Village Management, Mar/Apr</td>
<td>$-55.42</td>
</tr>
<tr>
<td>A-NPDC 3152</td>
<td>William Hughes Management, Mar/Apr</td>
<td>$949.85</td>
</tr>
<tr>
<td>A-NPDC 3153</td>
<td>Virginia Street Management, Mar/Apr</td>
<td>$385.95</td>
</tr>
<tr>
<td>A-NPDC 3154</td>
<td>Mill Run Management, Mar/Apr</td>
<td>$821.19</td>
</tr>
<tr>
<td>A-NPDC 3155</td>
<td>Onancock Square Apts, Mar/Apr</td>
<td>$307.34</td>
</tr>
<tr>
<td>A-NPDC 3160</td>
<td>Tax Credit Compliance, Mar/Apr</td>
<td>$0.00</td>
</tr>
<tr>
<td>Total Due A-NPDC</td>
<td></td>
<td>$2,663.90</td>
</tr>
</tbody>
</table>

**Section 8 Checking Account**

<table>
<thead>
<tr>
<th>Account</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>A-NPDC 3157</td>
<td>Administration Mar/Apr</td>
<td>$31,399.70</td>
</tr>
<tr>
<td>A-NPDC 366265</td>
<td>HUD Cares Act - #2</td>
<td>-469.17</td>
</tr>
<tr>
<td>A-NPDC 315710</td>
<td>Fraud Recovery, Mar/Apr</td>
<td>+6,529.56</td>
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<tr>
<td>Total Due A-NPDC</td>
<td></td>
<td>$37,460.09</td>
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</table>

* Detail is included with agenda item “Current A-NPDC Financial Report”

Director White moved to approve the Bills Payable and Financial Statements as presented. Seconded by Director Washington, the motion was carried by unanimous vote.


The attached report indicated that 80.55 percent of the Fiscal Year 2022 budget has been expended while 84 percent of the fiscal year has passed.

Board acceptance of the attached report was requested.

Director White moved to accept the A-NPDC Projects Financial Report. Seconded by Director Washington, the motion was carried by unanimous vote.
5. **FY 2023 Budget/Annual Work Plan**

The A-NRHA Administrative and Client Services Budget was presented, and board adoption was requested. Director White moved to approve the A-NRHA Administrative and Client Services Budget. Seconded by Director Kolakowski, the motion was carried by unanimous vote.

6. **Property Management**

**Mill Run Apartments - 26 Duplex Apartments**
- Vacancies: None
- Rent: 2 units were late on rent. Separately, 5 units are getting RRP assistance. Those have been applied for, but as of yet no payments have been received by Mill Run. Applications have been received but approvals were needed.
- No known COVID cases.
- Maintenance Issues: 10 year old appliances are needed to be replaced. Changing compliance software as the former is discontinued. The Property Manager has started to receive quotes for pressure washing.

**Sunnyside Village - 23 Single Family Houses**
- Vacancies: No Vacancies. One-bedroom unit expected to be vacant by June.
- Rent: 9 families were late. Awaiting on RRP assistance for one household that was approved back in December. No payment received there as of yet. Manager filed an unlawful detainer in court for another tenant.
- Maintenance Issues: 4597 had the bladder tank replaced by Boggs on 05/09/2022. The three bedroom house 4675 will need floors repaired similar to what we’ve experienced in other units. Temporary repairs had been made to provide time into better weather. A detailed materials list has been prepared in hopes we can use it again in house maintenance staff to keep the costs within reason.
- No other major issues during that time.

**Virginia Street - 10 Single Family Houses**
- Rent: 1 behind on rent.
- Vacancies: One
- No known COVID cases.
- Maintenance Issues: Unit turn for the 2 bedroom. Pending window approval. Projected date to be read: 6/23/2022. Flooring has been completed.
- Unit 3401. Eclectic stove had been installed.

**Crispus Attucks Apartments - 22 Duplex Apartments**
- Vacancies: 1 vacancy will be filled by 5/16/2022. (11327 Jane Pittman)
- Rent: Two families were delinquent. Separately, two units were receiving RRP assistance. Those were applied for, but no payments had been made.
- No known COVID cases.
- Worked on day to day issues. New maintenance personnel would begin in March.
- Changed compliance software as the former was discontinued.

**William Hughes Apartments - 34 Apartments in 6 Buildings**

- Vacancies: None
- Rent: 6 families were behind on rent. One household applied for RRP assistance. Waiting on approval. Another household is on a payment plan.
- No known COVID cases
- Maintenance Issues: Continued to pump out sewer tanks. Units 301-307 were pumped out at the beginning of the month.
- Other: No other issues reported.

**Onancock Square - 40 Apartments in 4 Buildings**

- Vacancies: 2 vacancies. 1 more approval.
- Rent: 1 person behind.
- No known COVID cases.
- Maintenance: Painted 2 units. Need to order new fire stops.

7. **Housing Development Projects**

   **Accomack County Project**
   Staff has been seeking out land options for future development. Three potential properties were presented.

   **Northampton County Project**
   Potential development at the Wilson Court Properties were presented.

8. **Housing Choice Voucher Section 8 Program**

   A. We are currently serving 484 families (minus 10 since the last RHA report). We have 46 families pending action, and of those pending 40 have active vouchers and are searching for housing.

   B. The Waiting List was opened April 4th and remains open. Over 100 completed applications have been accepted. From the new applicants, 45 families have been pulled and will be offered vouchers if qualified. These would be in addition to the 40 vouchers
referenced in Item #1. Staff has started to conduct two HCV briefings monthly to meet the increased volume.

C. New income limits for each county have been published by HUD. The new represents an overall increase of roughly 9%, exceeding expectations reported at the March RHA meeting. Staff has seen a significant decrease in disqualifications due to the large increase in the limits.

9. Executive Director’s Report

Asset Management Activities
81 individuals are also being managed for debt owed to the Housing Choice Voucher Program.

Heir Property
Staff had reached out to Virginia Housing to discuss options for working within communities on heir property issues.

Housing Study Update
The Housing Study has been completed. Copies were available for Directors, and also available on our new website evaplan.org under Announcements.

Adaptive Reuse Pro Forma (Fall 2020)
The 2020 adaptive reuse and development pro forma of the Chincoteague Firehall was handed out as an example of development costs for a small multi-family redevelopment project.

Information Item - Indoor Plumbing Rehabilitation (IPR) List
ESVHA requested that the waiting list of 62 households without indoor plumbing be evaluated for a federal earmark. It wasn’t selected due to the timeline for it to be advanced and issues with scalability of the project. Replacement of those homes represents over $8 million in costs. The Eastern Shore receives approximately $300,000 a year to address the list. ESVHA was encouraged to reapply in the future. The next two IPR projects will be one in the Bayside community (Accomack County) that was highlighted during the May 9th Housing Developer Tour and one on Bayside Road in Hare Valley (Northampton County).

10. Other Matters

No other matters were discussed at this time.
11. **Public Participation**
   No public participation took place at this time.

12. **Adjournment**
    Director Kolakowski made the motion to adjourn. Seconded by Director Washington, it was approved unanimously.