

Notes of the July 27, 2022 Meeting of the
Eastern Shore of Virginia Housing Alliance
The Enterprise Building
Accomac, Virginia

Directors Present

Faith Custis
Alice Jones
Michael Selby
Mildred Blake *Zoom

Diana Giddins
Ellen Richardson
Gracie Milbourne
Nzinga Henderson *Zoom

Directors Absent

Louise Coles
Shenia Davis
Vacant

Angel Collins
Ernest Smith, Jr.
Vacant

Others Present

Elaine Meil
Leanna Bowden

Russ Williams

1. Call to Order

President Custis called the meeting to order at 6:10 p.m. No physical quorum was present.

2. Invocation

Director Giddins gave the invocation.

3. Consent Agenda For July

Director Custis referenced the Agenda, which included the following items for consideration and approval:

- A. Adoption of Meeting Minutes - March 3, 2022 and May 25, 2022
- B. Approval of Financial Statement/Bills Payable

The Financial Statement and current Bills Payable were presented. Board approval of the Financial Statement and current Bills Payable was requested.

- C. Current Financial Status Report
The report indicated that 74.27 percent of the Administrative Budget and 61.66 percent of the Construction/Client Services Budget had been expensed while 100 percent of the fiscal year had passed. Board acceptance of the report was requested.
- D. Fiscal Year 2023 Budget
The A-NPDC adopted its FY2023 Budget at their June Commission meeting, establishing the benefit and indirect rates for FY2023. Board adoption of the Proposed FY23 Budget was requested.
- E. Indoor Plumbing / Rehabilitation Program
Approval of the IP/R financial records was requested.
- F. Housing Services Program

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Continuum of Care (CoC)

Russ Williams,
Ext. 119

The new bylaws took effect on July 1, 2022. The appointments to the new CPES Advisory Board were introduced at the General Membership meeting on July 13th. The HMIS committee had begun planning for the 2023 Point In Time Count. The recurring two-year Continuum of Care grant contract was offered to A-NPDC with an increase in funding. The recurring two-year Virginia Homeless Solutions grant contract has been awarded to ESVHA with level funding. This project provides direct client assistance and administrative funding for the fiscal year 2023. The two year grant will receive a separate award for the FY 2024 fiscal year.

Authorization to executive the agreement was requested.

4. Property Management

Pine Street Apartments

There was one vacancy that will be filled by March 31, 2022. There were three families that's behind on rent. Two are working with Rent Relief Program funds. One was approved for four thousand dollars, but has not been received yet. No current COVID cases in the complex.

Maintenance was working on unit turns, day to day items, blind replacements, and plumbing issues. No major times presented at that time. Planned to have the buildings pressure washed have been scheduled, weather permitting. There was a Town/Now Hampton Roads Sewer leak that was backed up twice at the street level. Both times the new authority came to clear it. In Mr. Kean's twenty-five years with the property, that never occurred before. Teams are monitoring the situation and no reasoning to the cause has been identified.

Bailey Road Apartments USDA Project

The Bailey Road Apartment property manager, Colin Kean, reported the property had no vacancies. Five families were delinquent. One family had applied for RRP assistance, and a second had started the application process. No payments had been received from the RRP Program. Maintenance had experienced recent heat pump failures due to compressor failure. The units are under manufacturer warranty. Two systems have failed, and monitoring has begun to occur. System appeared to be operating properly. Pressure washing is scheduled, weather permitting. Wifi/Internet access update open to the residents that wished to apply.

Accomack Manor

Ms. Hicks was out of the office until March 23rd. No reported data was submitted.

5. Indoor Plumbing / Rehabilitation Program

- 2020 IPR Program: No update was listed.
- IPR Program Rehab Oversight Board: No update was listed.
- 2021 IPR Flex Program: Staff was waiting for DHCD to reopen the funding. Once available, the next two candidates would be addressed.
- IPR Program Income:
 - Accomack County - The remainder of the Program Income would be drawn down to cover overage construction costs associated with the Gospel Temple Adams Crossing Community Development Block Grant.

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

6. Housing Services Programs

Total Assessments as of February 28, 2022: 123 (93 from ESVHA and 30 from ESCADV)

Serving:

Prevention: 3

Rapid Rehousing: 3

Shelter: 0

Qualified and Searching:

Prevention: 0

Rapid Rehousing: 0

Closed Cases that have received funding:

Prevention: 1

Rapid Rehousing: 1

Closed Cases that have not received funding:

Prevention: 0

Rapid Rehousing: 0

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

Open: 0

Closed: 1

Budget:

Prevention: \$25,782.00 - \$25,782.00 (\$0 remaining)

Rapid Rehousing: \$75,633 - \$75,633 (\$0 remaining)

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

Estimated Date for Running out of Funds:

Shelter Operations: October 2021

Rapid Rehousing: June 2022

Prevention: May 2022

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7. Executive Director's Report

Bayview Property Sale:

No issues

Bailey Road Apartments Monitoring:

Saff completed sending the necessary documentation. On May 11, 2022, staff received word that the property had been removed from the watch list. It was put on the watch list due to one document not showing the amount of mortgage that was being paid. Director of Housing Development Luchansky updated the pro forma and cleared the issue.

8. Public Participation

There was no public participation at this time.

9. Other Matters

No other matters of business were discussed.

10. Adjournment

There being no further business brought before the Board of Directions, the meeting was requested to be adjourned. Director Richardson moved to adjourn the meeting. Seconded by Director Jones, the meeting was then adjourned.