

Minutes of the September 27, 2023 Meeting of the
Eastern Shore of Virginia Housing Alliance
The Enterprise Building
Accomac, Virginia

Directors Present

Diana Giddins
Faith Custis
Shenia Davis
Angel Collins
Doreen Simmons
Earnest Smith, Jr.

Michael Selby
Mildred Blake
Bridgechelle Warner
Ellen Richardson
Alice Jones
Gracie Milbourne

Directors Absent

Others Present

Elaine Meil
Sandy Taylor

Leanna Rasmussen
Eric Luchansky

1. Call to Order

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

2. Invocation

Director Collins gave the invocation.

3. Minutes of the July 26, 2023 Meeting

Minutes of the July 26, 2023 Meeting were presented.

Board approval of the July 26, 2023 Minutes was requested.

Director Selby moved to approve the July 26, 2023 Minutes, while it was seconded by Director Richardson. The motion was carried by unanimous vote.

4. Bills Payable / Financial Statement

The Bills Payable for July & August were unable to be printed until the A-NPDC FY23 had been closed in the GMS accounting software. Bills Payable would be presented at the November meeting.

The auditor was at the A-NPDC office on September 18th-20th, 2023.

Director Richardson moved to approve the Bills Payable / Financial Statement as presented.

Director Smith seconded the motion and was carried by unanimous vote.

5. Current Financial Status Report

The report for expenditures for July & August were unable to be printed until A-NPDC FY23 had been closed in the GMS accounting software. Updated reports would be presented at the next meeting.

6. Property Management

Pine Street Apartments

There were two vacancies. One unit had been out of service due to repairs from the car accident. Repairs were almost completed and both should be filled shortly. Staff was working on rent collections from September. Accident Repairs were scheduled to be completed in the next week. The gutter cleaning had been completed. Pressure washing and fence cleaning was scheduled to be completed by the fall. Staff was reviewing trees for trimming. The compliance software had been updated, as well as the other properties. Staff was working on day to day items, and the new maintenance staff was keeping the property up to date.

Bailey Road Apartments USDA Project

The Bailey Road Apartment property manager, Colin Kean, reported the property had two vacancies. Some difficulties had been encountered with income limits vs. what employees are making at Perdue and Tysons. Another occupancy was stopped when the applicant moved back to Delaware. Management was working on applications to fill the vacancies as soon as possible. Staff was working on rent collections for September. Over the last two weeks, the septic system had failed. A pump stopped working and a supporting compressor failed. Bundick Well and Pump had made the necessary repairs. Costs had been paid with Reserve for Replacement Funds. Bentlee Road was deteriorating and in need of repair. Potholes were developing and driveways needed repairs. Compliance software was in need of an update.

Accomack Manor

There were no vacancies. There were no families delinquent on rent. Maintenance was updating all apartments as they became available.

7. Indoor Plumbing / Rehabilitation Program

- IPR Program Rehab Oversight Board:
 - No update.

- 2022 IPR Flex Program:
 - 20987 Bayside Road, Onancock VA - the homeowner had moved in.
 - 6352 Bayside Road, Exmore VA - the home was scheduled for final inspection. It was expected that the homeowner would move in the home by the end of September.
- 2023 IPR Flex Program
 - Staff was anticipating a new contract for the new IPR year. Staff was going to be focusing on rehabilitation of homes rather than construction. This will aid more families and begin the process of assisting the ever growing IPR rehabilitation waiting list.
- IPR Program Income:
 - No update

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

8. Housing Services Programs

Total Assessments as of August 31, 2023: 36 (27 from ESVHA and 9 from ESCADV)

Serving:

Prevention: 5

Rapid Rehousing: 0

Qualified and Searching:

Prevention: 8

Rapid Rehousing: 9

Closed Cases that have received funding:

Prevention: 0

Rapid Rehousing: 0

Closed Cases that have not received funding:

Prevention: 0

Rapid Rehousing: 0

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

Open: 2

Closed: 0

Budget:

Prevention: \$28,000.00 - \$10,400.92 (\$17,599.08 remaining)

Rapid Rehousing: \$46,697.00 - \$1,875.00 (\$44,822.00 remaining)

Estimated Date for Running out of Funds:

Rapid Rehousing: Unknown at this time.

Prevention: Unknown at this time.

Continuum of Care (CoC)

Community Partners of the Eastern Shore's General Membership met on September 13th. A presentation was made by USDA explaining resources available locally. The HMIS committee met on September 12th. Detailed planning had started for the 2024 Point-In-Time homelessness count to be conducted in January 2024. Year-2 of the 2-year CoC grant was awarded with level funding.

9. Contracts

FY2024 Virginia Homeless Solutions Program - \$133,000

The intent of the Virginia Homeless Solutions Grant is to provide direct assistance funding for Rapid Rehousing and Homeless Prevention projects, as well as salary and other administrative costs in implementation of the assistance. This contract is for the Year-2 funding of this two year project.

Director Davis authorized staff to retroactively sign the FY24 Grant Agreement as requested. Seconded by Director Richardson, the motion was carried by unanimous vote.

10. Executive Director's Report

Bayview Property Sale:

No issues to report.

Bailey Road Apartments

Staff met with East Coast property management on September 11 and learned the property had some payable. Staff was planning to resolve the issue after the auditor had completed his visit this month.

One of the septic system pumps had failed and would be replaced.

11. Public Participation

There was no public participation at this time.

12. Other Matters

Due to the Thanksgiving holiday, it was requested by staff to move the November meeting to Wednesday, November 29th at 6pm. Director Blake moved to approve the new November

meeting date as requested. Seconded by Director Richardson, the motion was carried by unanimous vote.

13. Adjournment

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