

Minutes of the July 24, 2024 Meeting of the
Eastern Shore of Virginia Housing Alliance
The Enterprise Building
Accomac, Virginia

Directors Present

Mildred Blake
Faith Custis
Shenia Davis
Bridgechelle Warner
Ellen Richardson

Doreen Simmons
Angel Collins
Diana Giddens
Gracie Milbourne
Ivory Turner

Directors Absent

Alice Jones
Earnest Smith, Jr.

Michael Selby

Others Present

Elaine Meil
Eric Luchansky
Russ Williams
Shamika Lewis

Leanna Rasmussen
Sandy Taylor
Elizabeth Bell
Jerry Taylor

1. Call to Order

President Custis called the meeting to order at 6:00 p.m.

2. Invocation

Director Warner gave the invocation.

3. Minutes of the May 22, 2024 Meeting

Minutes of the May 22, 2024 Meeting were presented.

Board approval of the May 22, 2024 Minutes was requested.

Director Richardson moved to approve the May 22, 2024 Minutes, while it was seconded by Director Davis. The motion was carried by unanimous vote.

4. Bills Payable / Financial Statement

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

ESVHA Bills Payable: May & June Expenses	\$ 21,687.54
Pine Street Apartments: Taylor Bank Operating Reserves	\$101,965.68
Bailey Road Apartments: LGIP Reserve	\$ 96,851.58

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

5. Current Financial Status Report

The report indicated that 78.92 percent of the Administrative Budget and 54.23 percent of the Construction/Client Services Budget had been expended while 100 percent of the fiscal year had passed.

It was noted that year-end entries may still be in order and would be reflected as part of the FY 2024 financial audit.

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

FY2024 Audit

Auditors from Dunham, Aukamp, & Rhodes, PLC. would visit the office on August 5th and 6th to perform some preliminary testing and would return September 9th and 10th to complete the audit requirements. No action was requested.

6. Property Management

Pine Street Apartments

There were no vacancies. Five tenants were delinquent on rent and should be resolved quickly. Maintenance was working on day to day items.

Bailey Road Apartments USDA Project

There were no vacancies. Six tenants were late on rent, but were expected to be resolved shortly. Maintenance was working on day to day items found during unit inspections. Pending turn with the unit transfer was coming up. Bentley Road chip and tar road surface was showing wear.

Potholes and Driveways were thin and have gotten worse since the last report, the recent weather had not helped the situation. There was an issue with a neighbor last winter, who had his property surveyed. Allegedly, children pulled the survey flags over a short period of time following the survey causing the owner to become upset. There was no way of knowing what child(ren) did this.

Accomack Manor

There was one vacancy. There were no tenants delinquent, and a \$25.00 rent increase went into effect in January. Staff was updating all apartments as they became available with new paint, light fixtures, and floor coverings.

7. Indoor Plumbing / Rehabilitation Program

- IPR Program Rehab Oversight Board:
 - No update
- 2022 IPR Flex Program:
 - No update
- 2023 IPR Flex Program
 - One home in Northampton County was being rehabilitated, and one home in Accomack County was being substantially reconstructed.
- IPR Program Income:
 - No update

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

8. Housing Services Programs

Total Assessments as of July 01, 2024: 126 (102 from ESVHA and 24 from ESCADV)

Serving:

Prevention: 0

Rapid Rehousing: 3

CHERP Prevention: 0

Qualified and Searching:

Prevention: 0

Rapid Rehousing: 0

CHERP Prevention: 0

Closed Cases that have received funding:

Prevention: 9

Rapid Rehousing: 9

CHERP Prevention: 3

Closed Cases that have not received funding:

Prevention: 2

Rapid Rehousing: 26

CHERP Prevention: 8

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

Open: 6

Closed: 4

Budget:

Prevention: \$28,000.00 - \$28,000.00 (\$0 remaining)

Rapid Rehousing: \$46,697.00 - \$46,697.00 (\$0 remaining)

CHERP Prevention: \$15,857 - \$12,759.66 (\$3,097.34 funds returned to DHCD in April 2024)

Estimated Date for Running out of Funds:

Rapid Rehousing: Zero balance as of April 2024

Prevention: Zero balance as of December 2023

CHERP Prevention: March 2024. Remaining balance returned to DHCD per contract deadline.

Continuum of Care (CoC)

Community Partners of the Eastern Shore's General Membership met July 10th at ESCC. Member updates were presented and planning for the upcoming year was discussed. The Homeless Management Information System committee met on June 11th. This committee had begun work on a local 10 year plan to end homelessness. Point-In-Time Count numbers had been processed. The report indicated a decline in local homelessness, as defined by HUD. As an ongoing grant, level funding was awarded for VHSP and the CoC. The contract had not been issue and was pending.

Heir Property Education and Remediation 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. No state or federal funding has been made available through local resources to address these barriers.

Staff had presented the proposed project to both County's Board of Supervisors. Both counties awarded the funding.

9. Executive Director's Report

Heir Property Education and Remediation Pilot Project

Northampton County and Accomack County sent notices that they approved the funding for the project. Northampton County funded \$20,000 and Accomack County funded \$20,000.

Bayview Rental Houses

Staff had arranged to fix the plumbing issues.

Seabreeze Apartments Condemned

As of July 11, five families had relocated. Two families had found a unit and were proceeding with leasing. Four tenants were searching for units. Three families were porting to other areas. Four families were still in process.

10. Public Participation

There was no public participation at this time.

11. Other Matters

There were no other matters.

12. Adjournment

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

Faith Custis, President

Elaine K. N. Meil, Executive Director