

Minutes of the September 22, 2010 Meeting of the
Eastern Shore of Virginia Housing Alliance
The Enterprise Building
Accomac, Virginia

Directors Present

Delores Bailey
Chris Bannon
Angel Collins
Valentine Evans
Diana Giddens
Sean Ingram

Betsy Jenkins
Lenora Mitchell
Diane Musso
Michael Selby
Faith Showell
Lawrence Trala

Directors Absent

Louise Coles

Ellen Richardson

Others Present

Elaine Meil
David Annis
John Simpkins

Kat Edwards
Susan Haycox

1. Call to Order

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

2. Invocation

Director Trala offered the invocation.

3. Minutes of July 28, 2010 Meeting

The Minutes of July 28, 2010 Meeting were presented.

Board approval of the minutes of the July 28, 2010 Meeting was requested.

Director Trala moved to approve the July 28, 2010 Meeting minutes as presented. Seconded by Director Collins, 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	July & August Expenses	\$20,137.89
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Financial Statements for ESVHA operating account and IP/R Construction funds were attached.

Pine Street Apartments

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

Director Mitchell moved to approve the Bills Payable/Financial Statement and Pine Street Apartment budget report and financial statement as presented. Seconded by Director Bannon, the motion carried by unanimous vote.

5. Current Financial Status Report

The presented report thru August 2010 indicated that 20.65 percent of the administrative budget had been expended while 16.67 percent of the fiscal year had passed.

Board approval of the presented reports was requested.

Director Mitchell moved to accept the current financial reports as presented. Seconded by Director Collins, the motion carried by unanimous vote.

6. Property Management

PINE STREET APARTMENTS

An update was presented at the meeting

ACCOMACK MANOR

There are currently 3 vacancies, but management hopes to have them filled shortly. These are 3 different vacancies than the ones reported last meeting. Quarterly inspections will be held this month. Management has designated a smoking area on the rear patio. They may be considering making Accomack Manor a smoke-free environment in the future.

Maintenance and Repairs

All damage from the fire has been repaired. The complex had just installed Fire Stop units which attach to the range hood and are made to put out stove top fires.

Other Matters

Management continues to have monthly birthday parties, bingo, movie night and nutrition classes. GED classes will be held beginning Saturday, September 11th.

7. Housing Development Projects

Indoor Plumbing Rehabilitation Program

Under the 2010 contract, a sixth substantial reconstruction project that required and received a permit for an “alternative” septic system is under way and rehabilitation of an existing dwelling required additional work that awaits change order approval. Completion of these projects will conclude construction activities under the 2010 contract.

Applicant intake, including property eligibility inspections, is ongoing.

The 2011 Program contracts were received from DHCD.

In order to expedite Program activities, retroactive approval for the Executive Director to execute IPR Program Contract #2011-PR-01 was requested.

Director Trala moved to grant retroactive approval for the Executive Director to execute IPR Program Contract #2011-PR-01. Seconded by Director Ingram, the motion carried by unanimous vote.

8. Housing Development Projects

Mill Run Phase II

We have received the reservation of credits letter from VHDA. Since the credit exchange program that was funded by Federal stimulus money did not materialize this year as predicted, VHDA has make up the short-fall by awarding more credits than requested. Our Mill Run application requested \$339,467.00 of credits, and we were awarded \$384,358.00. The credit award amount of \$384,358.00, each year for ten years, represents \$3,843,580.00 of credits that will be syndicated at around .69 cents per \$1.00, providing over \$2.6 million in development capital. In addition to the credits, our application of HOME funds for Mill Run has been funded, and our application for AHP funds from the Federal Home Loan Bank of Atlanta is currently under review.

Mary N. Smith Apartments

The County received notification from DHCD that their request for planning grant funds for Mary N. Smith Project has been approved. We received a preliminary quote on the costs of removing hazardous materials from the building, including lead paint and asbestos. The developer, Mark-Dana Corporation, has indicated that the project can afford the costs of removing the materials if the County provides CDBG funds to help pay for infrastructure improvements.

William Hughes Apartments

Staff met with the acting executive director of Delmarva Rural Ministries for preliminary discussions on the possible transfer of ownership of William Hughes Apartments to a local housing entity. It was agreed that a capital needs assessment would be completed to determine the current condition of the facility and the costs of repairs and upgrades. NCALL has agreed to fund the costs of the assessment.

Crispus Attucks Apartments

The outside lighting of the parking areas has been installed as requested by VHDA. VHDA has released the 8609s, which is the IRS form certifying that the buildings are complete, occupied, and in compliance with the tax credit program.

9. Housing Services Programs

Sponsoring Partnership And Revitalizing Communities (SPARC) & HOMEownership Down Payment Assistance Program (HOME)

Staff applied for and received \$750,000 in SPARC Round 8 funds. \$375,000 of these funds offers one half percent below the applicable interest rate while \$375,500 offers one percent below. Funds are available to applicants who are at or below 80% of median area income levels.

Staff applied for and received \$47,600 in HOME funds for FY10. Funding projections would assist five (5) Habitat for Humanity families and two (2) non Habitat families. Staff has closed on three Habitat home to date.

Staff continues to accept and process applications for eligibility as well as identify potential clients from the Section 8 Housing Choice Voucher program.

Staff received a memorandum from VHDA extending SPARC Round 8 funds through December 2010.

NCALL Homeownership Program

- The interest in homeownership has remained strong. Calls have increased, and clients are keeping follow up appointments to update progress on credit issues. The greatest challenge is that overtime is a rarity, however, utilities, food, and other monthly expenses have increased, leaving most families with very little left over to pay on the collections accounts that are keeping them from obtaining a mortgage. It is very time consuming assisting clients one on one with the process of contacting creditors, setting up payment plans, etc., but it is apparent that most have very little knowledge on how the process works and easily become overwhelmed . A lot of time has been spent in recent months assisting families with credit

issues because families not benefiting from that extra assistance become too frustrated to follow through and eventually just give up. Many clients have lived generation to generation not really learning the importance of establishing credit or the effect of not paying bills on time. This is often reiterated in the Growing Your Money Classes when discussion takes place about credit. A large majority express that they never learned about the importance of good credit at home and they wish that they had been taught about budgeting and establishing and maintaining credit when they were younger. It is without a doubt that the success of others is a driving force for many families, so as more families move forward to homeownership, it needs to be applauded and made known to the community.

A local Coldwell Banker realtor, Keith Koerner, has been awarded a five year contract to list all HUD homes in both counties. He has sent a link to the listings and a large percentage are listed between \$30,000 and \$60,000. Many of these homes, however, are in need of repair, so that many will require a purchase and repair type of mortgage such as the FHA 203K. Locally, Shore Bank is now originating FHA 203K loans as well as Wells Fargo. There may need to be a little more emphasis on these programs in upcoming classes since this could be a good option for many on these “handyman specials”.

- The AN-PDC applied for \$15,000 in Foreclosure Counseling funds from VHDA as well as \$52,665 in HUD Housing Counseling funds. It should be determined by October whether the funds were awarded.
- Foreclosure calls and appointments have slowed somewhat, but remain steady. A foreclosure clinic is being planned for late Fall. Date and location are still being determined.
- The August Orientation Class was changed to September due to a scheduling conflict. The week following the last Growing Your Money Class, a make-up session was held for those needing just one class to graduate. This procedure may be continued since it was found that once a series ended, it was more difficult to get people to come back the following month to make up a missed class.

Pre-Purchase Counseling	Current Month: August	Cumulative Year 3	Total Cumulative
# of orientations held	0	5	14
Orientation attendees	0	32	90
Client Intakes	9	55	121

Additional Counseling Sessions Held	4	54	115
# of final workshops held	0	9	12
Mortgage submissions	2	12	17
Mortgage closings	0	7	12
Financing leveraged	\$ 0	\$ 661,881	\$ 1,197,881

Growing Your Money Financial Literacy	Current Month: August	Cumulative Year 3	Total Cumulative
New GYM participants	0	50	101
GYM graduates	3	31	41

Default and Foreclosure Counseling	Current Month: August	Cumulative Year 3	Total Cumulative
Intake sessions	4	56	132
Additional Foreclosure Sessions	12	104	234
Positive Foreclosure Prevention Outcomes	1	19	42
Homeowner Budget Counseling	1	4	16

10. Executive Director's Report

Fairview Rental Property

The sale is still pending. During the title search another two items were discovered. Community Development Coordinator Grove is working with Hudson Law to resolve both concerns. One dates back to 1997.

Bayview Property

The houses have been placed on the list of potential locations for Section 8 Voucher holders. No tenants have been identified at this time.

It was requested that staff contact Bayview Citizens for Social Justice to let them know their time limit to acquire the vacant lots had expired, and lots will go up for sale effective October 1, 2010.

Director Trala moved to authorize the Bayview vacant lots be offered for sale. Seconded by Director Ingram, the motion carried by unanimous vote.

Property Management (Pine Street)

Pine Street's property management agreement is expiring December 31, 2010. A briefing to discuss two potential options is attached. One is to have a full reprocurement process and the second is to request the A-NPDC to consider a staffing solution.

Discussion was requested.

Executive Director Meil reported that the RHA had decided to go forward with the procurement process and the A-NPDC would also provide a proposal.

Next Meeting

The next meeting will be November 18, 2010 at 7:00 PM.

Informational Items

Regional Housing Authority Minutes were attached.

11. Public Participation

There was no public participation at this time.

12. Other Matters

There were no other matters discussed at this time.

13. Adjournment

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

Michael Selby, President

Elaine K. N. Meil, Executive Director