

COUNCIL ON HOUSING
Public Session via Conference Call
March 11, 2025

MOTIONS

- December 10, 2024 Minutes
- Resolution No. 660 – FY2025 PPHEC Funding
- Resolution No. 661 – Gateway East (CHEER)
- Resolution No. 662 – Imani Village, Phase IV
- Resolution No. 663 – Mispillion Station
- Resolution No. 664 – George Reed Village – Additional Funding

Doug Motley, Chair, called to order the public session of the Council on Housing meeting at 2:09pm, Tuesday, March 11, 2025. In addition to Mr. Motley, the following Council members were present:

Amy Walls	Connie Harrington	Vincent White
Jaime Saylor	Van Hampton	Christel Duff

Doug Motley, Melissa Ziegler (DSHA) and Joseph Walls (Public) were present at Huling Cove in Lewes, Delaware, which served as the anchor location for the meeting. All members of Council appeared via video.

The following council members were absent from the meeting:

Lillian Harrison	Francis Julian
------------------	----------------

Also attending:

Stephanie Griffin, DSHA	Alex Modeas, DSHA	Rachael Preston, DSHA
Candace Collins, DSHA	Melissa Ziegler, DSHA	Grant Searfoss, Severn
Elizabeth Kim, Ingerman	Ryan Bailey, Pennrose	Glenn Worgan, DVDC
Anthony deFiore, DVCD	Dan Gallagher, Pennrose	

APPROVAL OF MINUTES

Mr. Hampton moved, and Mr. White seconded, that the Minutes of the December 10, 2024, meeting be approved. All members approved the motion.

DSHA Director’s Report – Stephanie Griffin

Budget and Legislative Updates

- **Legislative**
 - Affordable Housing Production Task Force
 - Finance and Community Focus Subcommittees had recommendations approved by TF on 2/6.
 - Manufactured Housing, Construction, and Regulatory & Permitting Subcommittees had recommendations approved by TF on 2/20.
 - The last two TF meetings are scheduled for March 13th and March 20th. The goal will be to advance a synthesized version of recommendations for publication via the

AHPTF Report due April 17th.

- DHSA hosted four legislative webinars (2/3, 2/7, 2/17, 2/21) for legislators/staff and members of the public. We discussed our primary functions as a PHA and HFA and expressed our willingness to work with members of the 153rd General Assembly. Additionally, Director Heckles is meeting with members of the General Assembly to further DSHA's engagement.

Community Events

- Director Heckles joined Senator Lockman, Rep. Morgan B. Cephas (192 District, PA), Alex Horowitz (Pew Charitable Trusts) and Sean O'Neil (Mead & Hunt) at the Wilmington Solutions Housing Summit on Monday, 2/10.
- On February 20th, Director Heckles spoke at the groundbreaking for Sankofa Place, a project of NCC Habitat for Humanity and the Southbridge Community Development Corporation. The project is set to bring five new affordable homes to be built in Wilmington's Southbridge neighborhood. Various funding sources and partners supported the project: congressionally directed spending, HOME and ARPA funds through the City of Wilmington, Energize Delaware, Trinity Presbyterian Church, and our DSHA Catalyst Fund.
- On March 5th, Director Heckles moderated a discussion at the University of Delaware between academics, practitioners, and advocates from Delaware and Rhode Island states as they presented key features of homelessness in their respective states and explored similarities and differences. Audience members gained fresh perspectives on the unique opportunities and challenges inherent to addressing homelessness in small states.

Housing Management

- The unified Housing Choice Voucher waiting list went live on Monday, 2/3. As of 2/28, we had 31,155 total applications; 11,223 of those were new applications.

Homeownership Development

- The Federal Low Income Housing Tax Credit (LIHTC) requires allocating agencies to allocate low-income housing tax credits pursuant to a Qualified Allocation Plan (QAP). DSHA is the allocating agency for the State of Delaware, and the 2025-2026 QAP was posted, representing the standards and procedures used by DSHA to perform its allocation and monitoring responsibilities.
- Downtown Development Districts (DDD) program Large Project round closed on February 27th, 2025. As expected, the application requests did exceed the amount of funding available. Allocations will be announced this summer.

COMMITTEE REPORTS

OPERATIONS – Ms. Walls

Committee is working on bylaw revisions to include process for reviewing and moving Council meeting time(s). Prepared prospective changes to review with DSHA.

COMMUNICATIONS – No Report

POLICY – Mr. White

Feedback on recommendations. Ms. Walls has a list of them to share.

LOAN REVIEW – Mr. Motley

Loan Review was held March 4, 2025 at 2pm. All participants joined the meeting by video conferencing, following guidance provided in the Governor’s declaration of public health emergency on March 12, 2020. There is one HDF grant request and four HDF loan funding requests for consideration by Loan Review.

Pre-Purchase Homeownership Education and Counseling Funding

DSHA has traditionally engaged the services of HUD-approved housing counseling agencies by contracting with them to provide one-on-one pre-purchase homeownership education and counseling to homebuyers utilizing DSHA’s Down payment assistant programs. Since July 2011, DSHA has administered the Pre-Purchase Homeownership Education and Counseling program with funding from the HDF directly. The program combines all programmatic relationships between DSHA and housing counseling agencies under one master grant agreement, which outlines the responsibilities and obligations of both parties in connection with several DSHA-administered programs. The contract and administrative structure is intended to allow housing counseling agencies to continue to realize fair compensation for the services they provide while reducing their need to dedicate resources to the processes associated with application for funds and reporting on activity.

Utilizing data from the previous Federal fiscal year October 1st to September 30th, each housing counseling agency will submit to DSHA their agency’s HUD 9902 from to capture the one-on-one pre-purchasing counseling unit count indicated in Section 9c. The numbers reported by all agencies will be added up to form a network total. Each agency’s proportion of the network total will be calculated as a percentage to multiply by the total amount of funding available, and to determine that agency’s allocation from the HDF grant total.

Based on the information provided in the synopsis and during the discussion, the members of the Loan Review agreed to present for the full Council’s approval the funding request for HDF grant in the amount of \$300,000.

Ms. Walls moved, and Mr. Hampton seconded Resolution No. 660, Pre-Purchase Homeownership Education and Counseling Funding. The motion was passed with four (4) in favor and two (2) abstentions. Ms. Walls later recused herself due to involvement with one of the housing counseling agencies that receives funding, but the motion still passed.

Gateway East (CHEER) Apartments

This is a 9% LIHTC project for the fee simple acquisition and new construction of senior housing units in a single 3-story building on approximately 6 acres in Georgetown, DE. The development will consist of 59 1-bedroom units and will utilize the Average Income Set Aside. This with all the development to target 15 units at 30% AMI; 15 units at 50% AMI; 9 units (15%) at 60% AMI; and 20 units at 80% AMI. The development will offer 6 ADA units.

Development amenities include a community room that will also serve as a resiliency hub, game

rooms and a workout center, lounges on each floor, shared laundry on each floor, a gazebo, and shared outdoor plots for gardening. Construction will meet energy star and Zero Energy Ready requirements.

Based on the information provided in the synopsis and during the discussion, the members of Loan Review agree to present for the full Council's approval the funding request for: (1) Construction funding as follows (a) HDF construction loan in the amount of \$3,100,000 at 3% simple interest for 24 months; (b) HTF construction loan in the amount of \$2,900,000 at 3% simple interest for 24 months and (2) Permanent financing as follows: (a) HDF deferred second permanent loan in the amount of \$600,000 at 1% simple interest for 30 years; (b) HTF deferred third permanent loan in the amount of \$2,900,000 at 1% simple interest for 30 years.

Ms. Walls moved, and Mr. Hampton seconded Resolution No. 661 Gateway East (CHEER) Apartments. The motion passed with five (5) in favor and one (1) abstention.

Imani Village, Phase IV (fka Riverside Redevelopment, Phase IV)

This is a 4% LIHTC project for the fee simple acquisition and new construction of family housing units on approximately 4.5 acres in Wilmington, DE. This is the fourth phase in this redevelopment and will be very similar to Phase III. The development will consist of 84 units – 57 units will be income restricted under the LIHTC and 43 of those units will have Project Based Vouchers (PBVs) from WHA. 27 units will be market rate. There will be a variety of units sizes with 46 2-bedroom units, 30 3-bedroom units, and 8 4-bedroom units. They will also provide 9 ADA units will be reserved for households at 30% AMI, 38 units will be for households at 50% AMI and 10 units will be for households at 60% AMI.

The development will offer the following amenities: a community center that doubles as a resilience hub, common green space with raised bed gardens and a gazebo, in-unit washers and dryers, and private exterior storage closets. The development will meet the Zero Energy Ready and Energy Star requirements for construction.

Based on the information provided in the synopsis and during the discussion, the members of Loan Review agreed to present for the full Council's approval the funding request for: (1) Construction funding as follows (a) HDF construction loan in the amount of \$3,420,000 at 3% simple interest for 24 months; and (2) Permanent financing as follows: (a) HDF deferred second permanent loan in the amount of \$3,420,000 at 1% simple interest for 30 years.

Mr. White moved, and Mr. Hampton seconded Resolution No. 662 Imani Village Phase IV. Ms. Walls asked for additional information on the resiliency hub, DSHA staff explained that this will create a space for tenants for safely shelter in place during a natural disaster. Ms. Walls asked how many phases this development will contain, the developer noted it is currently anticipated to be nine phases. The motion passed with six (6) in favor and no abstentions.

Mispollion Station

This is a 4% LIHTC project for the fee simple acquisition and rehabilitation of thirty-one (31) existing garden style apartment units and construction of seventeen (17) new units in Milford Delaware on approximately 4.588 total acres. This family site will have (31) units with USDA subsidized units. Development will exceed handicap accessibility requirements with (5) fully accessible units.

Slab on grade construction with wood framing, vinyl siding and brick veneer exterior. Exterior rehabilitation includes new roofing siding, windows, exterior doors. Interiors will receive new cabinets, energy star rated appliances, flooring, bathroom fixtures, and HVAC equipment. Units will be equipped with electric range/oven, and Energy Star rated lighting and ceiling fans, electric water heaters, dishwashers, refrigerators, and high efficiency ductless mini split systems in living room and bedroom.

Development to include a gazebo, picnic area, and community room available to all tenants, private outdoor space for all units, upgraded security cameras that ties into the Milford Police Dept. and LED sight lighting. Community building will include a manager's office, maintenance room, kitchen and laundry room.

Based on the information provided in the synopsis and during the discussion, the members of Loan Review agreed to present for the full Council's approve the funding request for: (1) Construction funding as follows: (a) HDF construction loan in the amount of \$1,250,000 at 3% interest for 24 months; (b) SLFRF construction loan in the amount of \$1,680,000 at 1% deferred interest for 18 months; and (2) Permanent financing as follows: (a) HDF amortizing first position mortgage in the amount of \$4,168,599 at 5.5% interest for 30 years; (b) SLFRF deferred fourth permanent loan in the amount of \$1,680,000 at 1% simple interest for 30 years.

Mr. White moved, and Mr. Hampton seconded Resolution No. 663 Mispillion Station. The motion passed with six (6) in favor and no abstentions.

George Reed Village

This is a 9% LIHTC development that is a mix of senior and family housing in Newark, Delaware. It is 72 total units with 52 receiving rental subsidies through PBVs. There will be 52 1-bedroom units and 2800sf of commercial space in the high-rise and 20 units in the 3-story cottages (9 2BR; 10 3BR; 1 4BR).

This request was previously approved for funding under Resolution No. 650 (July 2024). This request is for an additional \$500K in construction and permanent deferred financing from the HDF. This request will bring them to the maximum permissible amount in DSHA deferred financing (\$3.5MM).

Based on the information provided in the synopsis and during the discussion, the members of Loan Review agreed to present for the full Council's approval the funding request for: (1) Construction funding as follows: (a) HDF construction loan in the amount of \$2,052,586 at 3% interest for 24 months; (b) HTF construction loan in the amount of \$1,447,414 at 3% interest for 24 months; and (c) SLFRF construction loan in the amount of \$1,890,000 at 1% deferred interest for 24 months; and (2) Permanent financing as follows: (a) HDF deferred permanent loan in the amount of \$2,052,586 at 1% interest for 30 years; (b) HTF deferred permanent loan in the amount of \$1,447,414 at 1% interest for 30 years; (b) SLFRF deferred fourth permanent loan in the amount of \$1,890,000 at 1% simple interest for 30 years.

Mr. Hampton moved, and Mr. White seconded Resolution No. 664 George Reed Village. The motion passed with six (6) in favor and no abstentions.

OLD BUSINESS – Nothing to report

NEW BUSINESS

- **Mr. Motley**
 - We have four (4) openings on Council. Working on an approach to get these filled quickly.
- **Public Comment – Joe Walls, CEO Veterans Services**
 - Expressed concern regarding incarcerated veterans, does not feel that there is enough support for veterans through DSHA programming and there should be veteran preference on developments. Mr. Motley explained that veterans are listed as a preference for the special population and permanent supportive housing set-asides. Mr. Walls will be setting up a meeting with DSHA to discuss the QAP in more detail.
- **Mr. White**
 - Expressed his hope that DSHA was prepared for implications of Federal Funding cuts.
 - Noted the regional NAHRO conference in Atlanta, GA in July 2025.

SCHEDULING OF THE NEXT MEETING

- The next meeting is scheduled for Tuesday, April 8 at 2:00 p.m. via conference call with the anchor location for those wishing to attend in person in the conference room of the Delaware State Housing Authority, 26 The Green, Dover, Delaware.

ADJOURNMENT

There being no further business to come before the Council, the meeting was adjourned at 2:51 p.m.

Respectfully submitted,

Candace Collins

Candace Collins

Note: Copies of materials referenced as “attached” in these Minutes are available upon request.