

COUNCIL ON HOUSING
Public Session via Conference Call
September 9, 2025

MOTIONS

- May 13, 2025 Minutes
- Resolution No. 667 – Housing Alliance Delaware – Continuum of Care Support Grant
- Resolution No. 668 – Riverside Housing Partnership, LLC – Imani Village, Phase V

Doug Motley, Chair, called to order the public session of the Council on Housing meeting at 2:02pm, Tuesday, September 9, 2025. In addition to Mr. Motley, the following Council members were present:

Amy Walls Lillian Harrison Van Hampton Jaime Sayler

Melissa Ziegler was present at the Community Building at Huling Cove, Lewes, DE 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:

Vincent White Christel Duff

Also attending:

Stephanie Griffin, DSHA	Tammy Golt, Milford Development Corp.
Alice Davis, DSHA	
Candace Collins, DSHA	
Rachael Preston, DSHA	

APPROVAL OF MINUTES

Ms. Walls moved, and Ms. Sayler seconded, that the Minutes of the May 9, 2025 meeting be approved. All members approved the motion.

COMMITTEE REPORTS

OPERATIONS –

Mr. Motley term is coming to an end. The way the bylaws are written, we need to present a slate of officers 30 days before the vote of that slate of officers. The slate of officers are chair and vice chair. Also, Ms. Wall, Ms. Duff and Mr. Motley are the ex officio. Mr. Motley is a member of every committee. If other members are interested in serving in an officer capacity, please let us know. From a timing perspective, we will need to submit those at the next meeting to proceed with the officer updates.

COMMUNICATIONS –

Nothing to report.

POLICY –

Nothing to report.

LOAN REVIEW – Mr. Motley

Loan Review was held September 3, 2025 at 10am. All participants joined the meeting by video conferencing. There were two (2) HDF grant requests for consideration by Loan Review.

Housing Alliance Delaware (“HAD”) Continuum of Care Support Grant

Housing Alliance Delaware (“HAD”) is an independent statewide nonprofit that works to strengthen the support system for people who are homeless. Through collaboration with stakeholders, data collection, and coordination of funding, HAD serves as the state lead agency in coordinating the Delaware Continuum of Care (DE COC) and submitting the collaborative application to HUD. Last year the application resulted in \$11MM in federal funds being awarded to Delaware to maintain and expand housing and services for homeless individuals and families in Delaware.

In support of the efforts, DSHA has funded the agency in three areas:

- Administration, which includes the Community Management Information System (CMIS). CMIS is a community information sharing system for all types of human service agencies, both nonprofit and State government entities. Each of these users and the agency in which they work is a partner in the effort to collect accurate and timely data about homelessness in our communities, which is critical to Delaware’s work to improve the response to homelessness;
- Centralized Intake which coordinates, prioritizes, and streamlines homeless assistance resources ensuring that those that have the most difficulty accessing resources have equal access to available services that will successfully end their homelessness. This resource is funded in large part by HUD, with HDF supporting cost that the HUD grant does not cover; and
- General support of Delaware’s Continuum of Care (DE COC). The state of Delaware falls under one DE COC and is the only statewide body of community partners dedicated to addressing homelessness. HUD recognized the DE COC through a memorandum of agreement with HAD to serve as the Collaborative Applicant in submitting the DE COC funding application. The DE COC is governed by a volunteer Board of 20 members, representing state, non-profit, and private sector partners from throughout Delaware. The DE COC operates four (4) active committees: Racial Justice & Equality, Advocacy and Policy, Centralized Intake, and System Performance. HAD as the lead COC agency, takes responsibility for, and is accountable for, the HUD-mandated functions of the COC.

This request is for: (1) HDF grant in the amount of \$230,000 to fund eligible activities of Housing Alliance Delaware as the lead COC agency for the State of Delaware.

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: HDF grant in the amount of \$230,000 to fund eligible activities of Housing Alliance Delaware as the lead COC agency for the State of Delaware.

Ms. Sayler moved, and Ms. Walls seconded Resolution No. 667, Housing Alliance Delaware – Continuum of Care Support Grant. The motion was passed with five (5) in favor. The motion passed.

Imani Village, Phase V

This is for the leasehold acquisition and new construction of 72 units of senior housing on approximately 2 acres in Wilmington, Delaware. Forty-eight (48) units are LIHTC units and thirty-seven (37) units will have project-based vouchers (PBVs). Ten (10) units (or 14%) will be set aside for households at 30% AMI; ten (10) units (or 14%) will be set aside for households (14%) at 40% AMI; twenty-one (21) units (or 29%) will be set aside for households at 50% AMI; seven (7) units (or 10%) will be set aside for households at 60% AMI; ten (10) units (or 14%) will be set aside for households at 80%; and fourteen (14) units (or 19%) will be market rate units. The Development will meet handicap accessibility requirements with eleven (11) fully accessible units.

Development will be a single 4-story building. Amenities will include a community room that also serves as a resiliency hub, laundry rooms and common areas on each floor, a package room, a fitness center, and green space with raised garden beds. These amenities will be available to all tenants. The building will meet Energy Star and Zero Energy Ready V2.0 design standards. Additionally, the building will include 16,093 SF of commercial space that will house a healthcare tenant.

This request is for permanent financing as follows: (a) HDF amortizing first mortgage in the amount of \$1,482,520 at 5.5% simple interest for 30 years; and (b) HDF deferred second permanent loan in the amount of \$3,480,000 at 1% simple interest for 30 years.

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 permanent financing as follows: (a) HDF amortizing first mortgage in the amount of \$1,482,520 at 5.5% simple interest for 30 years; and (b) HDF deferred second permanent loan in the amount of \$3,480,000 at 1% simple interest for 30 years.

Mr. Hampton moved, and Ms. Walls seconded Resolution No. 668 Imani Village, Phase V. The motion passed with five (5) in favor. The motion passed.

OLD BUSINESS – Nothing to report

NEW BUSINESS

- **Ms. Griffin**
 - OGOV trying to reconstitute Council. We are still working on that and will communicate all of that information to move forward with some of the strategic planning initiatives.
- **Ms. Walls**
 - There was several bill signings with the Governor with many focused on housing bills. We are seeing a lot of progress taking place legislatively and several around manufactured housing. I have a list of manufactured housing if anyone is interested. Its great to see traction taking place legislatively particularly around affordable housing.
- **Ms. Sayler**
 - I attended one of the Interagency Council on Homelessness's public listening sessions. It was nice to see Director Heckles engage with homeless individuals from Sussex County and

to hear about some of the creative and innovative things that are happening in our community to try to address ongoing challenges around housing.

- **Mr. Motley**

- As a developer, I've been part of the Sussex County Land Use Working Group that has been working over the past couple of months to address some of the affordable housing challenges in Sussex. One of the things coming out of that are changes to the SCRP which is the Sussex County Rental Program. To date the requirements have been very strict, which pushed low income rather than middle income. I think if the County Council elects to move forward with those recommendations it will really help jumpstart some actual projects coming to existence, such as 80% AMI level as opposed to the current framework is more geared towards the sub 50% AMI. Hopefully, that will come to fruition because I think it will be beneficial.

- **Ms. Harrison**

- Jumpstart Sussex is on online.

SCHEUDLING OF THE NEXT MEETING

- The next meeting is scheduled for Tuesday, October 14 at 2:00 p.m. via conference call with the anchor location for those wishing to attend in person will be in the office of Delaware State Housing Authority, 18 The Green, Dover, DE.

ADJOURNMENT

There being no further business to come before the Council, the meeting was adjourned at 2:29 p.m.

Respectfully submitted,

Candace Collins

Candace Collins

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