

COUNCIL ON HOUSING  
Public Session  
Buena Vista Conference Center  
New Castle, Delaware  
April 13, 2011

**Motions**

- Approval of February 9, 2011 Minutes.
- Approval of West End Neighborhood House Security Deposit Loan Program FY11, Amended Resolution No. 413.
- Approval of Milford Housing Development Corporation 4<sup>th</sup> Street Duplex Grant, Resolution No. 422.
- Approval of Diamond State Community Land Trust Homeownership Gap Financing Grant, Resolution No. 423.
- Approval of Resolution No. 424 honoring John L. Walker.

**May 2011 Agenda Items**

- Possible presentation regarding the State Rental Assistance Program.

**Important Dates**

- April 15 - Tax Credit applications due.
- April 18– \$6 million Emergency Homeowner Loan Program (EHLPP) funds from HUD will be presented to housing counselors.
- April 19 – EHLPP announcement
- May 11 – next Council meeting

Norma Zumsteg, Chair, called to order the public session of the Council on Housing at 2:07 p.m. on April 13, 2011. In addition to Ms. Zumsteg, the following Council members were present:

Russ Huxtable  
Hugh Leahy  
Connie Louder  
Donna Mitchell

Ralph Peters  
Ruth Sokolowski  
Vincent White

The following Council members were absent and excused from the meeting:

Anita Auten

Pat Batchelor

Also attending:

Anas Ben Addi, Director, Delaware State Housing Authority (DSHA)  
Timothy S. McLaughlin, Deputy Director, DSHA  
Lynda Blythe, Administrative Specialist III, DSHA  
Cynthia Deakyne, Housing Asset Manager, DSHA  
Matthew Heckles, Legislative and Policy Advisor, DSHA  
Maritza Irizarry, Administrative Specialist II, DSHA  
Lisa McCloskey, Housing Mortgage Finance Officer II, DSHA

Guests present:

Ashley Hoban, Milford Housing Development Corporation (MHDC)  
Constance C. Holland, Delaware Office of State Planning  
Gina Miserendino, Delaware Housing Coalition  
Barbara Reed, West End Neighborhood House  
Sheba Thomas, The Danneman Firm  
Jo Ann Zorb, Diamond State CLT

### **APPROVAL OF MINUTES**

Ms. Sokolowski moved that the Minutes of February 9, 2011 be approved as amended. Mr. Peters seconded the motion and the Minutes were unanimously approved.

### **OFFICE OF STATE PLANNING PRESENTATION**

Ms. Holland, State Planning Director of the Office of State Planning Coordination gave an overview of the Committee on State Planning's current annual report (copy attached) to the Governor and General Assembly. Ms. Holland stated the mission of this Office is to provide:

- Policy framework for state planning
  - Framework for infrastructure and service investments by state agencies.
  - Overall regional planning guidance for counties and local jurisdictions
    - Guidance is based largely on local desires and planning efforts

Also reviewed were the recently adopted Strategies for State Policies and Spending (copy attached) which:

- Coordinates land-use decision making with the delivery of infrastructure and services to make best use of Delaware's natural and fiscal resources.

- Land-use decisions are made at the local level.
- Majority of infrastructure and services are funded by the state.

A strategies map included in the report indicated four Investment Levels which distinguished different types of funding priorities within each area. Levels 1-3 designate areas of the state most prepared for growth and where the most cost-effective infrastructure investments can be made. Level 4 designate areas where development is not preferred and in which the state will make investments to preserve the rural character and the agricultural economy. The following are descriptions of and strategies for each level.

Level 1 - Comprised mainly of higher density areas such municipalities, towns, or urban/urbanizing places in counties.

Strategy - Continue the health and vitality of these areas by efficient use and maintenance of existing public and private investments.

Level 2 - This diverse level is the most active in the State and may be composed of less developed areas within municipalities, rapidly growing areas in counties that will utilize public services, areas generally adjacent to Level 1 areas, smaller towns and villages that should grow consistent with their historic character and suburban areas with public services.

Strategy - Investments are to be based on available infrastructure to accommodate, promote and encourage orderly development.

Level 3 - Land preservation or longer-term phased development.

Strategy - Invest in these areas when Levels 1 and 2 are substantially built or when infrastructures or facilities are logical extensions of existing systems.

Level 4 - Predominantly agricultural as well as undeveloped natural areas.

Strategy - Investments and policies should retain the current landscape with facilities and services added only to provide necessary maintenance and safety improvements.

Data for various development trends for the period January 2008-December 2009 was reviewed by Ms. Holland. State maps were also reviewed which highlighted non-residential development applications, non-residential building permits, residential development approvals, and residential building permits for the same period.

Ms. Holland concluded that the goal of her office is to create better communities in Delaware while retaining its agricultural heritage.

## DSHA REPORT

Mr. Ben Addi reported on the following dates of note:

- March 30 - Mr. Ben Addi presented an outline of DSHA in general, its core services and challenges, and FY12 funding priorities to a joint meeting of the House and Senate Housing committees.
- April 15 - is the deadline for applications for the Qualified Allocation Plan (QAP) which was released in January. Rankings will be announced mid-June.
- April 18 – The \$6 million Emergency Homeowner Loan Program (EHLPP) funds from HUD will be presented to housing counselors.
- April 19 –
  - A conference call for front-line people who have direct contact with potential homebuyers will be held.
  - A press event will be held in Smyrna to announce the launch of the program.

## COMMITTEE REPORTS

### LOAN REVIEW

Mr. Leahy stated the committee met on February 2<sup>nd</sup> and, after due review, it is the recommendation of the Loan Review Committee that the following requests be approved:

- West End Neighborhood House – Mr. Leahy moved, and Ms. Sokolowski seconded, that the amendment to Resolution No. 413 be approved. The motion was carried unanimously.
- Milford Housing Development Corporation – Mr. Leahy moved, and Mr. Peters seconded, that Resolution No. 422 be approved. The motion was approved 6 to 2 with Mr. White opposing and Mr. Huxtable abstaining.
- Diamond State Community Land Trust Homeownership Gap Financing – Mr. Leahy moved, and Ms. Louder seconded, that Resolution No. 423 be approved. Upon the deletion of 3.5% under Developer's Fee on page 4 of the presentation, the motion was unanimously passed.
- John L. Walker – Ms. Zumsteg read Resolution No. 424 honoring former Council member Walker for his years of service. Ms. Sokolowski moved that the Resolution be approved. Mr. Peters seconded the motion which was unanimously passed.

### OPERATIONS

Ms. Louder stated there had been no committee meeting; however, noted a replacement for Mr. Walker will need to be appointed by the Governor.

## HOUSING POLICY

Ms. Sokolowski stated a meeting was held by the committee today prior to the Council meeting and reported that the committee:

- Will be participating with DSHA staff's strategic planning sessions over the calendar year.
- Requests a presentation regarding the State Rental Assistance Program be made to Council in May or June.

## COMMUNICATIONS

Mr. Leahy stated there was no report at this time.

## SCHEDULING OF NEXT MEETING

The next meeting will be held on May 11, 2011, in the Community Building at Liberty Court in Dover, DE. Ms. Zumsteg noted the meeting will begin at 1:00 p.m. rather than the usual 2:00 p.m. start.

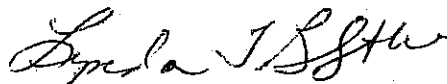
## OLD/NEW BUSINESS

Ms. Miserendino reminded Council that the Delaware Housing Coalition's annual Day for Housing will be held Tuesday, May 10, 2011.

## ADJOURNMENT

Upon motion made by Mr. Leahy, seconded by Mr. Peters, and unanimously passed by the Council, the meeting was adjourned at 4:00 p.m.

Respectfully submitted,



Lynda T. Blythe

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