

**DEVELOPMENT VENTURES INCORPORATED**

**AGENDA, REPORT, FINANCIALS, MINUTES**

**FOR**

**ANNUAL MEETING OF THE BOARD OF DIRECTORS**

**JANUARY 25, 2012**

**Thomas M. Niemann  
Chairman**

**Dallas J. Parks  
President**

DEVELOPMENT VENTURES INCORPORATED

MEMORANDUM

TO: Board of Directors

FROM: Thomas M. Niemann, Chairman

SUBJECT: Annual Meeting Held January 25, 2012

DATE: January 18, 2012

OFFICERS: Chairman – Thomas M. Niemann; President – Dallas J. Parks; Vice President – John S. Ramsey; Secretary – Dallas J. Parks; Assistant Secretary – Brenda B. Edwards

The annual meeting of the Board of Directors of Development Ventures Incorporated will be held after the annual meeting of the Board of Commissioners of the Housing Authority of the City of Durham, on Wednesday, January 25, 2012, at the Central Office of the Durham Housing Authority, located at 330 East Main Street, Durham, North Carolina.

AGENDA

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I. Call to Order	
II. Comments from the Public	
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EXECUTIVE SESSION

## PRESIDENT'S REPORT

### **Strategic Result #4: Quality Affordable Housing/New H.O.P.E. (Housing Opportunities for People Everywhere)**

**Goal 1:** *To increase the number of quality, safe, affordable units through rehabilitation efforts.*

**Task 1:** Complete the necessary actions to renovate the Edgemont Elms 58 unit multi-family rental affordable housing development.

**Outcome 1:** The contractor continues construction activities at buildings 4 and 5 (Phase I buildings). The construction completion rate is at 95%. Turnover of the Phase I units is anticipated in January 2012.

**Outcome 2:** The issuance of Phase II 90-Day Relocation Notices continues.

**Task 2:** Develop an overall strategy to rehabilitate Preiss-Steele Place, a 102 elderly/disabled development.

**Outcome 1:** **No status update.** A letter was submitted to the City of Durham requesting a waiver of its \$1.5 million loan.

**Outcome 2:** The Banks Law Firm and DHA/DVI are in the process of completing the North Carolina Housing Finance Agency's 2012 Preliminary Tax Credit application.

**Task 3:** Complete the necessary actions to renovate 1010 Worth Street, a single-family home.

**Outcome 1:** HUD approved the Development Proposal and Replacement Housing Factor Fund Plan Amendment.

**Outcome 2:** DVI executed the City of Durham's Community Development Block Grant Funding Sub-recipient Agreement.

**Outcome 3:** The Resident Services Department has identified a potential family to occupy the home.

**Goal 2:** *To increase the number of quality, safe, affordable units through new construction efforts.*

**Task 1:** Complete the necessary actions to construct the proposed Goley Pointe 20-unit multi-family rental development.

- Outcome 1:** **No status update.** Construction loan/line of credit discussions with financial institutions are in progress.
- Outcome 2:** **No status update.** A letter was submitted to the City Manager, requesting that the May 12<sup>th</sup> deadline be amended for developing the DVI lots, to no later than December 31, 2012 or 12 months from the date of authorization, whichever is greater.
- Outcome 3:** A Conditional Commitment letter was executed by the North Carolina Housing Finance Agency and DVI. DVI began completing the required Statutory and Environmental Checklists requirements.
- Outcome 4:** Information was forwarded to the HUD Greensboro office on December 22<sup>nd</sup> in regard to the Continuum of Care funding application.
- Task 2:** Complete the necessary actions to construct the Central Neighborhood Phase (one rental and three homeownership single-family homes).
- Outcome:** The City of Durham's Home Investment Partnerships and Community Development Programs funding application was submitted on December 19<sup>th</sup>.

MINUTES OF REGULAR MEETING  
 DEVELOPMENT VENTURES INCORPORATED  
 330 EAST MAIN STREET  
 DURHAM, NORTH CAROLINA  
 DECEMBER 14, 2011

**AGENDA ITEM I**

Call to Order

The regular meeting was called to order by the Chairman, Thomas M. Niemann, at 7:38 p.m.

Present:

David J. Haley  
 Barbara F. Lofton  
 Gloria M. Nottingham  
 John S. Ramsey (via conference call)  
 Isaac A. Robinson

Absent:

George K. Quick (excused)

Staff Present:

Dallas J. Parks	Vickie Ellis
Tammy Atkins	Shannon McLean
Jean Bolduc	Kelvin Macklin
Jeff Causey	Willie "Sonny" McMahan
Elvert Dorsey	Sabrina Sinegal
Brenda Edwards	

Also Present:

Sherrod Banks, The Banks Law Firm  
 Eric Pristell, The Banks Law Firm

A quorum was present, and due notice had been published.

**AGENDA ITEM II**

Comments from the Public

There were none.

**AGENDA ITEM III**Additions to the Agenda

- Financial report for the period ending November 30, 2011

**AGENDA ITEM IV**Deletions from the Agenda

There were none.

**AGENDA ITEM V**Informational Items**President's Report**

The report was contained in the board package.

**AGENDA ITEM VI**Action Items

**ACTION 1** – Approval of Minutes – Board of Directors Regular Meeting Held November 16, 2011

On motion of Isaac Robinson, seconded by Gloria Nottingham, the minutes of the regular meeting, held November 16, 2011, were approved as distributed.

**ACTION 2** – Board to Consider and Approve Application for Home Investment Partnerships and Community Development Block Grant Program Funding for the Central Neighborhood Phase

After review, discussion and consideration, the chairman introduced the following resolution:

**RESOLUTION NO. 165**

**RESOLUTION CONSIDERING AND APPROVING APPLICATION FOR HOME INVESTMENT PARTNERSHIPS AND COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM FUNDING FOR THE CENTRAL NEIGHBORHOOD PHASE**

**WHEREAS**, Central Neighborhood will be comprised of the development of homeownership lots located at 1401 and 1411 East Main Street, 105 N. Goley Street and 104 N. Blacknall Street (the "Property"); and

**WHEREAS**, the Property was originally acquired as a part of the HOPE VI Revitalization Program; and

**WHEREAS**, the Property will consist of four three-bedroom 1,200-1,300 square foot single-family homes that will serve families at or below 80% of the area median household income limit; and

**WHEREAS**, the estimated total development cost is Eight Hundred Sixty-Five Thousand Six Hundred Sixteen and 00/100 dollars (\$865,616); and

**WHEREAS**, the Housing Authority proposes to utilize Replacement Housing Factor and Turnkey III funds, down-payment equity and a portion of the sales proceeds, for a total of Six Hundred Thirty-Eight Thousand Five Hundred Twenty-Two (\$638,522); however, a gap of Two Hundred Twenty-Seven Thousand Ninety-Four and 00/100 dollars (\$227,094) exists; and

**WHEREAS**, the Home Investment Partnerships Program funds can be used to construct affordable housing and the Community Development Block Grant Program funds can be used to complete the infrastructure and landscaping items; and

**WHEREAS**, the City of Durham's Home Investment Partnerships and Community Development Block Grant Programs application is due December 19, 2011, and requires a Board Resolution authorizing the submittal of an application; and

**WHEREAS**, Development Ventures Incorporated desires to apply for Home Investment Partnerships and Community Development Block Grant Program funds to assist with the construction of the Property, in an amount of approximately Two Hundred Twenty-Seven Thousand Ninety-Four and 00/100 dollars (\$227,094); and

**WHEREAS**, Development Ventures Incorporated's match to the City of Durham's HOME Investment Partnerships and Community Development Block Grant Programs funding request is 2.8:1, thereby exceeding the application's 2:1 match requirement; and

**WHEREAS**, completion of the Property will further stabilize the area; and

**WHEREAS**, Development Ventures Incorporated desires to construct the Property pursuant to 24 CFR 85.36(b) (9).

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of Development Ventures Incorporated as follows:

1. That the actions necessary to proceed with the application of funds to perform construction of the Property are in all respects authorized and approved.
2. That the President, Vice-President and/or Chairman of Development Ventures Incorporated are authorized, empowered and directed, on behalf of Development Ventures Incorporated, to take such actions and to execute such documents and instruments as required by federal, state and local laws and regulations and the United States Department of Housing and Urban

Development, and take any and all reasonable steps as they deem necessary or appropriate in connection with the matters described in this Resolution, and the signature of such President, Vice-President and/or Chairman on any documents or instrument or the performance of any such actions shall be conclusive evidence of such President's, Vice-President's and/or Chairman's authority to take such actions or execute such documents or instrument on behalf of Development Ventures Incorporated.

3. That any and all acts heretofore taken by the President, Vice-President and/or Chairman of Development Ventures Incorporated in connection with the matters authorized by this Resolution are hereby ratified, confirmed, adopted and approved by Development Ventures Incorporated, including any and all acts taken prior to the passage of this Resolution.
4. That all motions, orders, resolutions and parts thereof in conflict with this Resolution are hereby repealed and superseded, and all other acts of Development Ventures Incorporated that are in conformity with the purposes and intent of this Resolution are hereby ratified, confirmed and approved.
5. This Resolution shall take effect immediately.

Done this 14th day of December 2011.

Isaac Robinson moved that the foregoing resolution be adopted as introduced and read, which motion was seconded by Barbara Lofton and unanimously carried by the Board. The "Ayes" and "Nays" were as follows:

AYES

David J. Haley  
Barbara F. Lofton  
Thomas M. Niemann  
Gloria M. Nottingham  
John S. Ramsey  
Isaac A. Robinson

NAYS

None

The chairman thereupon declared said motion carried and said resolution adopted.

There being no further business before the meeting, it was on motion duly made and seconded adjourned at 7:00 p.m.

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Chairman

ATTEST:

(SEAL)

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Secretary