

LAND ASSEMBLAGE REDEVELOPMENT AUTHORITY  
MINUTES OF BOARD MEETING  
HOUSTON, TEXAS

APRIL 21, 2006

A MEETING OF THE Board Of Directors (“the Board”) of the Land Assemblage Redevelopment Authority (“LARA”), a Texas non-profit corporation created and organized by the City of Houston as a local government corporation pursuant to the Texas Transportation Code Annotated, Section 431.101, et. Seq., and the Texas Local Government Code Annotated, Section 394.001 et seq., was held in the Houston City Hall Annex Council Chambers, Public Level, 900 Bagby Street, Houston, Harris County, Texas, on Friday, April 21, 2006. Written notice of the meeting, including the date, hour, place and agenda for the meeting was posted in accordance with the Texas Open Meetings Act.

Board members in attendance were:

David Collins, Chairman of the Board  
Cheryl Armitige  
Jolonda Jones  
Teresa Morales  
Tyrone Dorian  
Craig Presley  
Jeremy Ratcliff  
Yolanda Black-Navarro

Board Members absent were:

Reginald Adams, President  
Ray Fisher  
Reverand James Nash  
Antoinette Jackson  
James Harrison, III

Others in attendance included: Steve Tinnermon and Pat McFarland of the Neighborhoods and Housing Division of the Mayor’s Office; Jim Lemond and Archana Singh of Winstead, Sechrest & Minick, P.C., the Authority’s General Counsel; Leah Stolar of Linebarger, Goggan, Blair and Sampson; and Lyn Henson of the City of Houston’s Planning and Development Department.

**I. Call to Order**

The meeting was called to order by Mr. Collins, the Board Chairman, at 2:00 p.m. The Chairman noted for the record that a quorum of the Board was present.

**II. Designation by Chairman of a Recording Secretary**

The Chairman noted that the duties of the Recording Secretary of the meeting, and all future meetings of the Board, be delegated to Winstead, Sechrest & Minick, P.C., the Authority General Counsel.

**III. Review and approval of Minutes from the March 16, 2006 Board meeting**

Upon a motion by Ms. Armitige, seconded by Ms. Jones, the Minutes of the March 16, 2006 Board meeting were unanimously approved.

**IV. Old Business**

**a. Treasurer's report**

Ms. Morales reported that the financial information for the month is not available and will be presented at the May Board meeting.

**b. Auction update by Linbarger, Goggan, Blair and Sampson**

Ms. Stolar began her presentation by reporting that LARA now owns 250 properties, having acquired 144 by purchase and 106 through strike-off. She stated that LARA acquired 16 properties at the April auction; 13 by purchase and 3 through strike-off. Ms. Stolar reported that there will be 67 properties, an exceptionally large number, available at the May auction.

Ms. Jones inquired as to the difference between "restricted" and "unrestricted" properties. Ms. Stolar said she was not familiar with those terms. Ms. Morales stated that she believed the terms referred to the status of a property in regards to the redemption period, with an unrestricted property having passed through the six month redemption period. Ms. Jones stated that she would speak with Mr. Tinnermon and seek clarification on the terms.

Mr. Ratcliff asked for a breakdown of the 250 properties according to whether they were acquired under LARA, Houston Hope I or Houston Hope II. Ms Stolar replied that 69 projects were acquired through the LARA pilot program, 153 through Houston Hope I and 28 through Houston Hope II.

**The following item was taken out of order.**

**VI. New Business**

a. Consideration and possible action regarding approval of RFP, as revised

Mr. Tinnermon stated that LARA had received several responses from a broad base of sources. He added that the goal is to formally release the RFP, with changes based on the comments received, for bids on June 15.

b. Consideration and possible action regarding the approval of a revised RFQ selection process to select CDCs to participate in developing LARA lots for affordable housing

Mr. Tinnermon began by explaining the RFQ which was distributed to the Board during the meeting. He stated that the RFQ was developed to select community development corporations (“CDCs”) to develop LARA lots and would take the place of the previous system, which had resulted in a poor response. He informed the Board that the RFQ has been simplified, the amount of information required of the CDCs has been streamlined and that most of the questions on the RFQ are very structured and can be answered with a “yes” or “no.” MR. Tinnermon asked the Board to approve the new RFQ for use in place of the previously approved RFQ.

Mr. Tinnermon then stated that he would to invite CDCs to an intake workshop on the upcoming Friday, during which they could bring the necessary documents and be qualified on the spot. Mr. Ratcliff asked for clarification of the date of the intake workshop. Mr. Tinnermon responded that the first date would be the upcoming Friday, but that would not be the only date the workshop would be offered. Mr. Tinnermon said that he hoped that when the RFP was released, it would include a list of qualified CDCs.

Upon a motion by Ms. Armitige, seconded by Ms. Jones, the Board approved the revised RFQ.

Ms. Armitige then spoke about a program, in conjunction with Amegy Bank that would aid CDCs with funding. She stated that the Board would also like to have the CDCs’ input as they were vital to the process.

Ms. Black-Navarro asked what a statement, referring to a real estate license act, on page 3 of the RFQ meant. Mr. Lemond answered that the statement referred to a requirement that someone with a real estate license be involved. Ms. Armitige said she could ensure that LARA complied with the statement as she was familiar with the requirements in question.

Ms. Jones then stated that Amegy Bank was holding a leadership conference on May 16, which she felt would be helpful to CDCs. Ms. Morales stated that Floyd Flake was the keynote speaker and that invitations would be sent to the CDCs.

**The meeting returned to the order of the posted agenda.**

**V. Committee Reports**

## **Finance Committee Report**

Ms. Morales began by stating that she felt another person with the authority to sign should be added to the account. She said that when the checks needed to be signed before the auction, it was sometimes difficult to coordinate with two people to have them sign. She suggested adding Mr. Tinnermon. Mr. Lemond responded by stating that while Mr. Tinnermon acted as the executive director, he was not technically a Board member, but rather a city employee. He suggested adding another Board member. Ms. Armitige volunteered to be added to the account.

Next, Ms. Morales stated that in June, LARA would be faced with another audit so Board should consider looking at other CPA firms to ensure that the price LARA paid for the audit was in line with current the current market price for such a service.

Ms. Morales said that the finance committee has been discussing the prices charged by Neighborhood Protection for lawn services. Mr. Tinnermon stated that the initial cut was the most expensive, but that subsequent care and maintenance should be less expensive. He stated that he had not additional discussions with Neighborhood Protection beyond that.

Ms. Black-Navarro stated that she did not feel that enough Board members attended the meetings and that maybe the Board should look at whether there could be consequences if someone frequently missed meetings.

Ms. Jones stated that she felt that LARA needed to get competitive bids on the services they required. She said that she feels that LARA is overpaying in certain instances and that as a volunteer board, the Board should take the time to ensure they are getting the best deal for the taxpayers.

## **VII. Chairman's Report**

Mr. Collins reported that he did not have additional information to present.

## **VIII. Public Comments**

Ms. Gloria Sanderson, the Program Director of Local Initiative Support Corporation ("LISC") stated that she was pleased with the openness of process. She said she was an advocate for the inclusion of CDCs who have performed in a developer capacity, where the CDC has owned the land and retained management responsibilities, but has hired a builder as a general contractor. Ms. Sanderson said that, as she understood it, such CDCs were not eligible to bid directly on lots and she would like the Board to reconsider.

Mr. Faheem Hameed, Director of the CDC Association of Greater Houston, reiterated Ms. Sanderson's comments. He also stated that he was concerned with the definition of private builders as there are some builders who work well with CDCS and some that do not, and he would like this issue addressed as part of the public process. Ms. Jones requested that Mr. Hameed provide his phone number, which he stated was (713) 520-7883.

Pastor Joe Hubbard asked if Guiding Light CDC, which completed the earlier RFQ, would be required to fill out the new RFQ. Discussion followed on whether the CDC would be required to re-submit. **[Should I include the specifics of this discussion?]** Mr. Tinnermon stated that any CDC would have to be in good standing with the Secretary of State and not owe any taxes or be in bankruptcy up to the point the contract began. Ms. Jones said that she would not be comfortable if someone who had previously qualified were to be disqualified. Mr. Collins noted that the qualifications are ongoing and that even after receiving a contract, the CDC must remain in good standing.

Pastor Hubbard asked if his letter of approval from LARA was still valid. Mr. Collins answered that it was valid, but that affidavits would still have to be given regarding standing. Mr. Tinnermon clarified that this would be the case regardless of which criteria, old or new, the CDC qualified under. Ms. Armitige said that Pastor Hubbard could attach his letter of approval to the new RFQ, complete the addendum and submit.

There were no other public comments.

#### **IX. Executive Session**

No matters were posted for discussion in the Executive Session and no Executive Session was held.

#### **X. Adjournment**

On a motion made by Ms. Armitige, seconded by Ms. Jones, the meeting was adjourned at 2:37 p.m.

**Minutes prepared by:  
Jim Lemond and Archana Singh  
Winstead Sechrest & Minick, P.C.**

**Signed on the \_\_\_\_\_ day of \_\_\_\_\_, 2006.**

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**Reginald Adams, President**

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**Jolanda Jones, Secretary**