

**LAND ASSEMBLAGE REDEVELOPMENT AUTHORITY  
MINUTES OF THE BOARD OF DIRECTORS MEETING  
HOUSTON, TEXAS**

**October 23, 2009**

A meeting of the Board of Directors (the "Board") of the Land Assemblage Redevelopment Authority ("LARA" or the "Authority"), 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, October 23, 2009. Written notice of the meeting, which included 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	Richard Leal
Reginald Adams, President	Teresa Morales
Curtis Lampley	Michael Harris
Vincent Marquez	Stephan Fairfield

Board Members absent were Steve Hall, John W. Bowie, James Harrison, Antoinette Jackson and Jeremy Ratcliff.

Others in attendance included: Steve Tinnermon, Executive Director of the Authority; Agatha Collins of the Neighborhoods and Housing Division of the Mayor's Office; Joe Fonlon, and Nancy Nguyen of Winstead PC, the Authority's General Counsel; Chris Butler, special assistant to the Mayor of Houston for property construction; Lynn Henson of the City of Houston's Planning and Development Department, Leah Stoler of Linebarger, Norma Garcia of the Neighborhoods and Housing Division of the Mayor's Office; and Andrea Jones of the Mayor's Office.

**I. Call to Order and Roll Call**

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

**II. Approval of Minutes from the August 28, 2009**

Mr. Collins called for any question or comments on the minutes, hearing none. Mr. Collins called for approval of the minutes. A motion to approve the minutes was made by Mr. Leal, seconded by Mr. Adams and unanimously approved.

### **III. Treasurer's Report**

#### **1. LARA Financial Report for August and September, 2009 presented by Treasurer:**

Ms. Terry Morales, Treasurer, reported the following:

For August 31, 2009 we have Total current assets of \$1,226,814.00;

- Cash and cash equivalents are \$1,047,243.00;
- Total Assets of \$10,228,975.00;
- Investment properties held for sale \$ 7,466,116.00;
- For Total Liabilities and Fund Balance of \$107,575.00;
- HHFC line of credit \$1,788,950.00;
- Total Liability Fund Balance of \$10,228,975.00;
- Gain on disposition of lots \$3,980.00;
- Advertising/marketing grant revenue is \$24,655.00;
- Revenue from conveyed struck-off property is \$41,727.00;
- For Total Revenues of \$70,362.00;
- Total Expenditures/Expenses \$323,819.00;
- Excess of Revenues Over Expenditures (\$253,457.00)

For September 30, 2009 we have Total current assets of \$1,476,242.00;

- Cash and cash equivalents are \$1,282,811.00;
- Total Assets of \$9,711,001.00;
- Investment properties held for sale \$ 6,885,728.00;
- Accounts payable \$61,050.00;
- HHFC line of credit \$1,788,950.00;
- Total Liability Fund Balance of \$9,711,001.00;
- Total Revenues \$187,599.00
- Monies received from dollar lot program \$120,000.00

- Total Expenditures/Expenses \$912,795.00;
- Loss on disposition of lots \$680,159.00;
- Excess of Revenues Over Expenditures (\$725,196.00)

No questions regarding the financials were made.

Audit Report for fiscal year ending June 30, 2009 given by Treasurer Terry Morales as prepared by offices of Mir Fox Rodriguez

Did not find any material errors nor did they find any matters involving internal control. We had a good audit and we would like to thank the staff for working very hard.

Other Updates:

Mr. Collins called for questions there being none. A motion to approve the Treasurer's report was made by Mr. Adams, seconded by Mr. Leal and unanimously approved

#### **IV. Auction Update by Linebarger, Goggan, Blair and Sampson, LLP**

Ms. Leah Stoler reported lots acquired by LARA is 1104 and an additional 833 have been acquired by third parties. In the month of October, LARA acquired an additional 9 properties for a total of 30 and an additional 27 are posted for sale for November.

#### **V. Committee Reports**

##### **a). Executive Committee Report**

Mr. Reginald Adams reported that the Executive Committee had met. The following were presented to the board as recommendations for approval and action:

a)- Ratification and acknowledgement of award of a LARA lot acquisition contract to **Solaris Homes Ltd.** under contracts #052009-03 in Acres Homes and #092109-06 in Trinity/Houston Gardens for the construction of new affordable housing under the \$1 Lot Program

b)- Ratification and acknowledgement of award of a LARA lot acquisition contract to **Galleria Homes** under contracts #091409-01 in Sunnyside and Trinity/Houston Gardens; #091609-03 in Sunnyside; #100109-01 in Trinity Gardens and Sunnyside for the construction of new affordable housing under the \$1 Lot Program

c)- Ratification and acknowledgement of award of a LARA lot acquisition contract to **GHDI** under contracts #071509-01 and #092109-07 in Trinity/Houston Gardens for the construction of new affordable housing under the \$1 Lot Program

- d)- Ratification and acknowledgement of award of a LARA lot acquisition contract to **VNV Homes, Inc.**, under contract #083109-01 in Trinity/Houston Gardens for the construction of new affordable housing under the \$1 Lot Program
- e)- Ratification and acknowledgement of award of a LARA lot acquisition contract to **Oz Building Contractors** under contracts #091609-01 in Settegast, #092809-01 in Trinity/Houston Gardens for the construction of new affordable housing under the \$1 Lot Program
- f)- Ratification and acknowledgement of award of a LARA lot acquisition contract to **Shine Property Development** under contract # 091409-02 in Trinity/Houston Gardens and Fifth Ward for the construction of new affordable housing under the \$1 Lot Program
- g)- Ratification and acknowledgement of award of a LARA lot acquisition contract to **Image Builders** under contract #101309-01 in Trinity/Houston Gardens for the construction of new affordable housing under the \$1 Lot Program

VI. – Seek authorization from the board for action approving the Sixth Amendment to the LARA Grant Agreement with City of Houston (in the approximate award amount of \$5.7 million), providing for the continued acquisition of property for affordable housing; retirement of lot acquisition debt; undertaking marketing activities; making payments to participating builders and certain vendors associated with land assemblage; and to de-obligating funds previously awarded in connection with arbor sprinkler system installations.

VII. – Seek approval from the board for action awarding a Lease Agreement for Urban Gardening on a LARA lot located at 3616 St. Charles (Lot 12 Block 3 Samuel Geiselman Subdivision):

**Organization**  
Eco-Tone

**Principal**  
Chef Tarsha Gary

VIII. – Seek approval from the board for possible action contract review/change Bookkeeping Services from Karlins & Ramey to Isaac Cruz, PC. This is in reference to our Treasurer’s comment on moving our bookkeeping services to a new firm.

IX. – Seek approval from the board for action to accept RFP submissions for the CDC Affordable Housing Marketing Plan

X. – Seek approval from the board for possible action to accept or amend a Professional Services proposal provided by Tina Moore Council, Owner I Am Pleased Development Center with the amendment of a payment of 20% of the total fee withholding \$10,000 shall be due upon signing the contract all remaining

payments shall be due at the completion of each module. These modules are broken down in Tab No. 8.

XI. – Consideration and possible action to underwriter LARA partner appreciation reception

XII. – Not necessary.

**b. Builder Selection Committee**

N/A

**c. LARA/Houston Hope Construction Update**

Mr. Bulter reported that there are currently 35 homes under construction, there are 19 that are complete and ready to be occupied and we have 109 new residents in homes on LARA lots.

Mr. Collins called for questions. There being none Mr. Collins continued with the action items.

V. (a-g) as read into the minutes by Mr. Adams. A motion to acknowledge and approve items a-g was made by Mr. Harris, seconded by Mr. Leal and unanimously approved.

VI. Discussion and possible action approving the Sixth Amendment to the LARA Grant Agreement with City of Houston (in the approximate award amount is \$5.7 million), providing for the continued acquisition of property for affordable housing, retirement of lot acquisition debt; undertaking marketing activities; making payments to participating builders and certain vendors associated with land assemblage; and to de-obligating funds previously awarded in connection with arbor sprinkler system installations.

Mr. Collins called for a motion to approve the Sixth Amendment to the LARA Grant Agreement with City of Houston (in the approximate award amount is \$5.7 million). Motion by Mr. Adams and seconded by Mr. Lampley and unanimously approved.

VII. Consideration and possible action awarding a Lease Agreement for Urban Gardening on a LARA lot located at 3616 St. Charles (Lot 12 Block 3 Samuel Geiselman Subdivision):

**Organization**  
Eco-Tone

**Principal**  
Chef Tarsha Gary

Mr. Collins called for a motion to approve the award of a Lease Agreement for Urban Gardening on a LARA lot located at 3616 St. Charles (Lot 12 Block 3 Samuel Geiselman Subdivision) to Eco-Tone (Chef Tarsha Gary). Motion by Mr. Harris and seconded by Mr. Leal and unanimously approved.

Chef Tarsha Gary: Spoke about her background and passion for food as it relates to our community. She spoke to the board about what Eco-Tone represents to her and the learning process that she is giving and offering to children.

VIII. Consideration and possible action contract review/change Bookkeeping Services from Karlins & Ramey to Isaac Cruz, PC. This is in reference to our Treasurer's comment on moving our bookkeeping services to a new firm.

Mr. Collins called for a motion to approve the contract review/change Bookkeeping Services from Karlins & Ramey to Isaac Cruz, PC. Motion by Mr. Marquez and seconded by Mr. Lampley and unanimously approved.

IX. Consideration and possible action to accept RFP submissions for the CDC Affordable Housing Marketing Plan

Mr. Collins called for a motion to accept RFP submissions for the CDC Affordable Housing Marketing Plan. Motion by Mr. Fairfield and seconded by Mr. Marquez and unanimously approved.

X. Consideration and possible action to accept or amend a Professional Services proposal provided by Tina Moore Council, Owner I Am Pleased Development Center with the condition of downpament of 20% of total fee of \$10,000.

Mr. Collins called for a motion to accept or amend a Professional Services proposal provided by Tina Moore Council, Owner I Am Pleased Development Center. Motion by Mr. Adams and seconded by Mr. Leal and unanimously approved.

Mr. Adams requested an amendment to address the payment of 20% of the total fee of \$10,000 which shall be due upon signing the contract with all remaining payments be due at the completion of each module.

Mr. Collins Amendment noted and accepted by Mr. Marquez.

XI. Consideration and possible action to underwrite LARA partner appreciation reception.

Mr. Collins called for a motion to underwrite LARA partner appreciation reception.. Motion by Mr. Lampley and seconded by Mr. Fairfield and unanimously approved.

XII. Removed from Agenda.

**XIII. Executive Session**

Mr. Collins stated that there were no matters requiring an executive session.

**XIV. Reconvene in Open Session**

Not Applicable.

**XV. Chairman's Comments**

None.

**XVI. Board Member Comments:**

None

**XVII. Public Comments**

None

**XVIII. Adjournment**

Upon motion by Mr. Lampley, seconded by Mr. Fairfield the meeting was adjourned at 2:31 p.m.

**Minutes prepared by:  
Graciela Saenz and Nancy Nguyen  
Winstead PC**

Signed on the \_\_\_\_\_ day of \_\_\_\_\_, 2009.

\_\_\_\_\_  
Reginald Adams, President

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