

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

**September 26, 2014**

A meeting of the Board of Directors ("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, September 26, 2014 at 2:00 p.m. 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.

Committee members in attendance were:

|                   |                   |
|-------------------|-------------------|
| David Collins     | Reshard Alexander |
| Vincent Marquéz   | Faith Jackson     |
| Pastor Steve Hall | Stephan Fairfield |
| Nicholas Hall     | LaTricia Williams |
| Jeremy Ratcliff   |                   |

Committee members absent were, James Harrison, III, Curtis Lampley and Antoinette Jackson.

Others in attendance included: Steve Tinnermon and Norma Garcia of the City of Houston Housing and Community Development Department; Chris Butler of the Mayor's Office, Greg Erwin and Mark Glanowski (Paralegal) of Winstead PC; Gracie Saenz, attorney for the Authority; A'sunte Cashaw of Linebarger Goggan Blair Sampson, LLP, Jorge Cavazos, Senior Real Estate Analyst of the City of Houston Housing and Community Development Department, Lynn Henson of the City of Houston Planning and Development Department, Conya Barreras of the Department of Neighborhoods, Pastor Johnnie Thomas, Ali Dehghanpoor, Scott Snodgrass, James Emkins, and David Gastwick.

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

Chairman Collins called the meeting to order at 2:05 p.m. A roll call of the Board members in attendance immediately followed.

**II. Approval of Minutes for April 25, 2014**

Upon motion of Ms. Williams, duly seconded by Steve Hall the minutes of the Board of Directors meeting of April 25, 2014 was passed by unanimous vote of the Board.

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

#### **(a) LARA Financial Reports**

Mr. Ratcliff discussed the highlights of the financial statements for March, April, May, June, July and August 2014. Mr. Ratcliff made a motion to approve the financial statements for March, April, May, June, July and August 2014 which motion was duly seconded by Mr. Marquéz and passed by unanimous vote of the Board.

#### **(b) Update: Discussion regarding the LARA Annual Audit for Fiscal Year 2014**

Mr. Ratcliff reported that the annual audit is not yet complete but noted that the audit will include a finding with regard to the nine \$1 Lots repossessed in 2013 but not reported until fiscal year 2014. The approval of the audit will be placed on the agenda of the next Board meeting.

**IV. Auction Update by Linebarger Goggan Blair & Sampson, LLP.** Ms. Cashaw stated that LARA purchased two lots at the September foreclosure sales and two lots by third party purchase. She mentioned that 13 lots will be available at the October sale.

### **V. LARA/Houston Hope Construction Report**

#### **(1) Ratification and acknowledgement of awards of LARA lot acquisition contract to Elite Construction under contract #071114-01(IH) in Independence Heights for construction of new affordable housing under the STD Lot Program**

Mr. Marquéz made a motion to approve the contract to Elite Construction which motion was duly seconded by Steve Hall and passed by the unanimous vote of the Board.

#### **(2) Ratification and acknowledgement of awards of LARA lot acquisition contract to J.G. Hollins Builders under contract #091214002(AH) in Acres Homes for construction of new affordable housing under the STD Lot Program**

Mr. Marquéz made a motion to approve the contract to J.G. Hollins Builders which motion was duly seconded by Steve Hall and passed by the unanimous vote of the Board.

#### **(3) Ratification and acknowledgement of awards of LARA lot acquisition contract to Image Builders under contract #091214001(TW) in Third Ward for construction of new affordable housing under the STD Lot Program**

Mr. Marquéz made a motion to approve the contract to Image Builders which motion was duly seconded by Steve Hall and passed by the unanimous vote of the Board.

**(4) Ratification and acknowledgement of award of LARA lots (by donation) to Mayberry Homes for construction of new affordable housing under the NSP Program**

Mr. Marquéz made a motion to approve the sale of LARA lots to Mayberry Homes which motion was duly seconded by Steve Hall and passed by the unanimous vote of the Board.

**VI. Consideration and possible action authorizing the sale of a LARA lot located at 4211 Allston Street, for the price of \$10,400.00 to Ms. Gail Brown Moon. Currently located at 233 E. 42 ½ Street Houston, TX 77018, Ms. Moon is a participant in the Housing & Community Development Department, Community Development Block Grant Single Family Home Repair Program. The repaired house is still under the affordability period. Ms. Moon needs to move her house to another location because HISD is taking her current property site (by eminent domain) in connection with an upcoming HISD project.**

Steve Hall made a motion to approve the sale of LARA lot at 4211 Allston Street to Ms. Gail Brown Moon, which motion was duly seconded by Mr. Marquéz and passed by unanimous vote of the Board.

**VII. Discussion and possible action to pay against the purchase price (of \$135,000 each) of three houses constructed by Mayberry Homes on LARA lots under the Neighborhood Stabilization Program (NSP). The property addresses are: 8111 Parnell, 8127 Parnell and 8202 Lawler. Under NSP rules, the houses must be sold to qualifying households with annual incomes at 50% or below the median income. Pending a legal review and approval by Winstead, LARA will agree to grant an amount of \$20,000 to a qualifying homebuyer with an annual income at or below 50% of the median income as set by HUD. Funds will be appropriated from the program marketing fund. In the absence of approval by Winstead, this proposed action will be cancelled.**

Mr. Butler recommended that this item be tabled in order to allow the Marketing Committee to review and prepare a recommendation to the Executive Committee. He also stated that the house at 8111 Parnell will be replaced with the house at 7925 Parnell.

**VIII. Discussion and possible action to authorize LARA to participate in the City of Houston "Mow-Down" lot weeding cutting program**

Mr. Ratcliff made a motion to assign 150 lots to be maintained by the Mow-Down Program until June 30, 2015, which motion was seconded by Mr. Alexander and passed by the unanimous vote of the Board.

Mr. James Emkins of Integrity Plus addressed the Board to inform them about the origins of this program and the positive effect it is having on the persons conducting the maintenance work.

**IX. Consideration and possible action to approve Request for Proposals ("RFP") for weed cutting and related maintenance services for LARA-owned lots**

Upon motion of Mr. Alexander, duly seconded by Ms. Jackson this item was tabled in order for the Finance Committee to review and make a recommendation to the Executive Committee.

**X. Consideration and possible action authorizing the sale under the ROFR Program to Lynn A. Menzer and Michelle L. Menzer for LARA lot, HCAD #0710900290143, LT 143 BLK 12**

Steve Hall made a motion to approve the sale of the subject LARA lot to Lynn A. Menzer and Michelle L. Menzer pursuant to the ROFR Program which motion was duly seconded by Ms. Williams and passed by the unanimous vote of the Executive Committee.

**XI. Consideration and possible action authorizing a one year extension on the LARA Parking Lot Lease, HCAD #0121670000011, LT 11 BLK 10 for \$100.00 a month to New Pleasant Grove Baptist Church**

Mr. Fairfield made a motion to approve a one-year extension on the Parking Lot Lease to New Pleasant Grove Baptist Church and authorization for City staff to approve a one-year extension next year, which motion being duly seconded by Steve Hall and passed unanimously by vote of the Board.

**XII. Consideration and possible action authorizing a Garden License Agreement for Edible Earth Resources for ten (10) LARA lots in the Trinity/Houston Gardens area:**

|                 |               |                     |
|-----------------|---------------|---------------------|
| 7414 Sandra     | LT 667 BLK 30 | HCAD #0660230000667 |
| 0 Shotwell      | LT 673 BLK 1  | HCAD #0660250010673 |
| 0 Shotwell      | LT 699 BLK 2  | HCAD #0660250020699 |
| 6809 Shotwell   | LT 700 BLK 2  | HCAD #0660250020700 |
| 0 Shotwell      | LT 705 BLK 2  | HCAD #0660250020719 |
| 6726 Shotwell   | LT 771 BLK 7  | HCAD #0660250070771 |
| 6924 Shotwell   | LT 781 BLK 7  | HCAD #0660250070781 |
| 6825 Hoffman    | LT 833 BLK 7  | HCAD #0660250070833 |
| 0 Hoffman       | LT 835 BLK 7  | HCAD #0660250070835 |
| 0 Wileyvale Rd. | LT 1272 BLK 1 | HCAD #0660260010272 |

This agenda item was tabled until the next meeting of the Board by motion of Mr. Alexander, duly seconded by Ms. Jackson, and passed unanimously by vote of the Board.

Scott Snodgrass addressed the Board to inform about the vegetable gardens and composting systems operated by Edible Earth Resources, LLC. He stated that the first 10% of the harvest is sold at below grocery store prices or donated to the community in which it is grown.

**XIII. Discussion and possible action to modify the LARA By-Laws pertaining to attendance of LARA Board of Directors, Executive and Finance Committee Meetings**

This agenda item was tabled until the next meeting of the Board by motion of Mr. Alexander, duly seconded by Ms. Jackson, and passed unanimously by vote of the Board.

**XIV. Consideration and possible action to extend the McConnell & Jones, LLP, accounting services until July 2015**

This agenda item was tabled until the next meeting of the Board by motion of Mr. Alexander, duly seconded by Ms. Jackson, and passed unanimously by vote of the Board.

**XV. Consideration and possible action to extend the Isaac Cruz, PC bookkeeping services until July 2015**

This agenda item was tabled until the next meeting of the Board by motion of Mr. Alexander, duly seconded by Ms. Jackson, and passed unanimously by vote of the Board.

**XVI. Consideration and possible action to extend the Right of First Refusal Program until December 2015.**

This agenda item was tabled until the next meeting of the Board by motion of Mr. Alexander, duly seconded by Ms. Jackson, and passed unanimously by vote of the Board.

**XVII. Consideration and possible action to authorize the purchase of information technology equipment and software not to exceed \$5,000**

This agenda item was tabled until the next meeting of the Board by motion of Mr. Alexander, duly seconded by Ms. Jackson, and passed unanimously by vote of the Board.

**XVIII. Chairman's Comments**

Chairman Collins read aloud a letter to John Bowie thanking him for his many years of service to LARA.

**XIX. Board Member Comments**

Nothing to report.

**XX. Public Comments**

**(a) Mr. Nathan Edwards – discuss a LARA lot on Shotwell Street**

Mr. Edwards was not present to discuss this matter.

**(b) Pastor Johnnie Thomas – discuss ROFR price reduction on LARA lot**

Pastor Thomas informed the Board that he has been maintaining the lot since 1990 and found the amount of closing costs to be excessive. He requested the Board to consider reducing the cost to purchase the subject lot. Chairman Collins recommended he speak with Chris Butler upon adjournment of the Board meeting.

**(c) Pastor Michael Jordan, II & Ms. Bridgjetta Taylor Jackson – discuss ROFR price reduction**

Pastor Jordan, nor Ms. Jackson were present to discuss this matter.

**(d) Mr. Dehghanpoor – discuss purchase of LARA lot under ROFR**

Mr. Dehghanpoor addressed the Board in connection with the purchase of a LARA lot adjacent to the land he owns. Chairman Collins recommended he speak with Chris Butler upon adjournment of the Board meeting.

**(e) Any other public comments**

Mr. David Gastwick, CEO of House, addressed the Board concerning the status after the purchase of 10 lots in Independence Heights and construction of five houses to date.

**XXI. Adjournment**

Chairman Hall asked if there were any additional matters to be considered by the Committee. Hearing none, the Committee meeting adjourned at 2:43 p.m. upon motion by Ms. Williams, duly seconded by Mr. Alexander.

Minutes prepared by:

Mark Glanowski of Winstead PC  
and Graciela Saenz of  
Saenz & Burkhardt, P.L.L.C.

Signed on the \_\_\_ of \_\_\_\_\_, 2014.

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President