

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

**August 28, 2015**

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 Council Chambers, Public Level, City Hall Annex Building at 900 Bagby Street, Houston, Texas, on Thursday, August 28, 2015 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.

Board members in attendance were:

LaTricia Williams	David Collins
Nicholas Hall	Carol Galloway
Pastor Steve Hall	Jeremy Ratcliff
Antoinette Jackson	Dallas Jones
	Curtis Lampley

Board members absent were Stephan Fairfield, Faith Jackson, Pastor Isaac Matthews, and Vincent Marquéz.

Others in attendance included: Yvonne Cantu 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, outside legal counsel for the Authority; Gracie Saenz, attorney for the Authority; Lynn Henson of the City of Houston Planning and Development Department, A'shaunte Cashaw of Linebarger, Goggan, Blair & Sampson, LLP, and Garvin Lawrence of Lazer Development, LLC.

**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 of July 24, 2015**

Chairman Collins asked if there were any questions and/or comments with regard to the minutes prepared for the July 24, 2015 Board of Directors meeting. Hearing none, he asked for a motion to approve the minutes. Ms. Williams made a motion to accept the minutes as written which motion was duly seconded by Mr. Lampley and carried by unanimous vote of the Board.

### **III. Reports**

#### **(a) LARA Financial Report – June 2015**

Mr. Ratcliff reported that the Finance Committee met last week to discuss the June 2015 Financial Report and the reallocation of certain funds in the sewer and water tap programs, the CDC program and the Energy Star program to other LARA programs. The Sewer and Water Tap program currently has a balance of \$564,934 and Mr. Ratcliff recommended reallocating \$464,934 out of this account and retaining a balance of \$100,000. The CDC program has a current balance of \$345,038 and Mr. Ratcliff recommended reallocating \$245,038 out of this account and retaining a balance of \$100,000. The Energy Star program account which was established to assist builders is no longer necessary because the city now requires these energy efficient products, therefore, the entire balance of \$277,061 in this account can be reallocated. Mr. Ratcliff recommended that the Board approve the reallocation of these funds by Houston City Council along with requesting additional funds to purchase lots which now have higher sales prices.

Mr. Ratcliff noted that the major expense shown in the June 2015 Financial Report was for the costs of lot maintenance which are higher during the summer months. Other than that, the June Financial Report was routine. Mr. Ratcliff made a motion to approve the June 2015 Financial Report, which motion was duly seconded by Ms. Williams and carried by the unanimous consent of the Board.

### **IV. LARA Committee/Construction Reports**

#### **(a) Executive Committee**

Pastor Hall reported that the Executive Committee ratified the award of the LARA lot acquisition contract to Habitat for Humanity, discussed the increase of escrow fees implemented by Stewart Title Company to begin September 1, 2015, and reviewed revisions to the By-laws.

#### **(b) Builder Selection Committee**

Nicholas Hall stated there was no Builder Selection Committee report for this meeting.

#### **(c) LARA/Houston Hope Construction/Production Report**

Mr. Butler reported that LARA has approved 464 lots for sale to builders, and of those 322 lots have been sold to builders upon which affordable housing has been constructed and purchased by home buyers, presently three houses are now under construction, and 22 houses are complete and available for sale to homebuyers.

**1. Award of LARA lot acquisition contract to Habitat for Humanity under Contract #072015-02 in Fifth Ward for construction of new affordable housing under the \$1 Lot Program**

Pastor Hall noted that this contract will provide that the construction start time will be one year after closing. He then acknowledged that this contract has already been approved by the Board and such approval has now been ratified by the Executive Committee.

**(d) Marketing Committee**

Mr. Hall stated that the Marketing Committee met to discuss the possible locations to host the initial LARA Fall Event. The Marketing Committee recommended hosting the Fall Event at either Grace's on Kirby or Maggiano's on November 18, 2015. The LARA Fall Event will include about 150 people consisting of the Board of Directors, elected officials, lenders and builders. He noted that \$5,000 has already been approved for this event, however, the cost to hold the event on Grace's on Kirby may total closer to \$10,000. Approval for additional funds will need to be placed on the Agenda for the next meeting if the event is held at Grace's on Kirby.

**(e) Planning Committee**

Nothing to report.

**(f) Bylaws Committee**

Ms. Williams reported that the edits submitted to the current By-laws from the Board members have been composed into one document. She also prepared a PowerPoint presentation of the edits that were received by the Bylaws Committee. Further, a black-lined version of the comparison to the prior version of the Bylaws will be distributed to the Board for examination within the next two weeks.

**V. Consideration and possible action authorizing the sale under LARA's Right of First Refusal to Alejandro Resendez, HCAD #0300170100006, LT 6, BLK 9, Liberty Road Manor Sec 3 U/R.**

Mr. Butler stated that the application submitted by Mr. Resendez does not meet all of the requirements under the Right of First Refusal Program because he has only owned the adjacent lot for only about one year. Mr. Resendez intends to construct buildings for his trucking business on his lots. The Executive Committee decided to make an offer to sell the subject LARA lot to Mr. Resendez at market value since he does not qualify for the Right of First Refusal Program.

Mr. Butler will obtain an opinion of value of this lot for the Board to examine at its next meeting.

**VI. Discussion and possible Board action regarding the contract with Stewart Title and increase in closing costs for LARA transactions.**

Pastor Hall informed the Board that Stewart Title Company notified LARA that it will be increasing its escrow fee beginning September 1, 2015 from \$300 to \$800 per transaction for handling sales of LARA lots to builders. The current escrow fee of \$300 has been in place since 2009 when Stewart Title Company acquired the LARA account. The escrow fee is split between LARA and the purchasing builder.

The Board requested Mr. Butler to contact other title companies in Houston to determine the escrow fee they would charge to handle the sale of LARA lots to builders for comparison with the increased escrow fee instituted by Stewart Title Company.

**VII. Discussion and possible action to approve a utility contract agreement with Lazer Homes.**

Ms. Galloway made a motion to take this Agenda item out of order and withdraw Item VII from the Agenda, which motion was duly seconded by Mr. Ratcliff and carried by unanimous vote of the Board. Mr. Butler added that LARA does reimburse certain utility expenses, however, the lot at 2712 Dennis Street is not a LARA acquire lot.

**VIII. Discussion and possible action to modify the LARA By-Laws**

Mr. Jones made a motion to table any action to modify the LARA By-Laws, which motion was duly seconded by Pastor Hall and carried by the unanimous vote of the Board.

**IX. Auction Update by Linebarger, Goggan, Blair & Sampson, LLP – August 2015.**

Ms. Cashaw of Linebarger, Goggan, Blair & Sampson, LLP reported that one lot was purchased at the August tax auction and three lots are available at the September auctions.

**X. Chairman Comments**

Nothing to report.

**XI. Board Member Comments**

Nothing to report.

**XII. Public Comments**

(a) ROFR for Ana Munoz.

Nothing to report.

**XIII. Adjournment**

Chairman Collins asked if there were any additional matters to be considered by the Board. Hearing none, the Board meeting adjourned at 2:20 p.m.

Minutes prepared by:

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

Signed on the \_\_\_\_\_ day of \_\_\_\_\_, 2015.

\_\_\_\_\_  
President