

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

**July 24, 2015**

A meeting of the Board of Directors ("Committee") 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 Friday, July 24, 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	Faith Jackson
Pastor Steve Hall	Pastor Isaac Matthews
Curtis Lampley	Antoinette Jackson

Board members absent were Stephan Fairfield, Carol Galloway, Jeremy Ratcliff, Vincent Marquéz and Dallas Jones.

Others in attendance included: Yvonne Cantu 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, outside legal counsel for the Authority; Gracie Saenz, attorney for the Authority; Lynn Henson of the City of Houston Planning and Development Department; City of Houston Councilman Jerry Davis; and Allison Hays of Habitat for Humanity.

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

Chairman Collins called the meeting to order at 2:03 p.m. A roll call of the Board members in attendance immediately followed.

**II. Approval of Minutes of June 26, 2015**

Chairman Collins asked if there were any questions and/or comments with regard to the minutes prepared for the June 26, 2015 Board of Directors meeting. Pastor Hall made a motion to accept the minutes as amended to change lease agreement to license agreement in the last paragraph of Agenda Item VIII, which motion was duly seconded by Mr. Lampley and carried by unanimous vote of the Board.

### **III. Reports**

#### **LARA Financial Report – April, May and June 2015**

Pastor Hall reported on each of the highlighted items shown in the financial reports for April, May and June 2015. He stated the auditor requested additional information for the annual audit however delivery of the requested information was delayed due to a problem with the electronic mail transmission. The progress of the annual audit continues to be on schedule. He then discussed reappropriating the funds in the CDC, Energy Star, and Marketing accounts for utilization in other LARA programs. The Planning Committee will make recommendations to reappropriate these funds to the Board at a later date. Pastor Hall then made a motion to approve the financial reports for April, May and June 2015, which motion was duly seconded by Mr. Lampley and carried by the unanimous vote of the Board.

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

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

Pastor Hall informed the Board that the Executive Committee approved the three lot acquisition contracts with J.G. Hollins Builders and Habitat for Humanity, and the sale of a lot to Harvest Time Church of God in Christ under the Right of First Refusal program.

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

Nicholas Hall stated that the Builder Selection Committee will conduct a stakeholder workshop with builders and lenders next month to begin a dialog to evaluate and improve LARA's programs. Once the date for the workshop is scheduled, the information will be circulated to the builders, lenders, and the Board.

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

Mr. Butler reported that LARA approved 455 lots for sale to builders, and of those has now sold 322 lots to builders upon which affordable housing has been constructed and sold to home buyers, presently three houses are now under construction, and 22 houses are complete and available to be sold to homebuyers.

#### **1. Ratification and acknowledgment of award of a LARA lot acquisition contract to J. G. Hollins Builders under Contract #061715-02 in Acres Home for construction of new affordable housing under the \$1 Lot Program (tabled 6/26/15)**

Pastor Hall informed the Board that the contract was reviewed and approved by the Builder Selection Committee. Pastor Hall then made a motion to approve this lot acquisition contract, which motion was duly seconded by Ms. Williams and carried by the unanimous vote of the Board.

**2. Ratification and acknowledgment of award of a LARA lot acquisition contract to J.G. Hollins Builders under Contract #071715-01 in Acres Homes for construction of new affordable housing under the \$1 Lot Program**

Pastor Hall then informed the Board that J.G. Hollins also submitted a contract to build a house at 905 Conklin in Acres Homes. Pastor Hall made a motion to approve Contract #071715-01, which motion was duly seconded by Ms. Williams and carried by unanimous vote of the Board.

**3. Award of LARA lot acquisition contract to Habitat for Humanity under Contract #072015-01 in Settegast for construction of new affordable housing under the \$1 Lot Program**

Pastor Hall informed the Board that the contract will be subject to a waiver of the 90 day requirement to make improvements to the foundation and provide that the construction start time should be one year after closing. This change to the contract will be handled by striking the provision for the 90 day construction requirement and including a provision for a one year deadline to initiate construction of the foundation. Pastor Hall made a motion to approve Contract #072015-01 with the changes to the construction time requirement, which motion was duly seconded by Ms. Williams and carried by unanimous vote of the Board.

**(d) Marketing Committee**

Mr. Hall stated that the Marketing Committee met to discuss the new LARA logos, the program for the LARA Fall Event, and assignments for the quarterly LARA newsletter. Mr. Hall mentioned that the Marketing Committee spent \$2,000 to participate in the Juneteenth Event, which was cancelled because of the adverse weather conditions. The booth fee paid for this event was refunded to LARA.

**(e) Planning Committee**

Nothing to report.

**(f) Bylaws Committee**

Ms. Williams stated that the Bylaws Committee met on July 21, 2015 at 10:00 a.m. to discuss the edits submitted to revise to the current bylaws. The edits will be placed into one document for final review by the Board of Directors.

**V. Consideration and possible action authorizing the sale under LARA's Right of First Refusal to Harvest Time Church of God in Christ, HCAD #0162740070006, LT 6, BLK 7, Highland Heights.**

Pastor Hall stated that the application submitted by the church met all of the requirements under the Right of First Refusal Program to acquire the subject lot. Pastor Hall then made a motion to approve the sale under the Right of First Refusal Program to Harvest Time Church of

God in Christ, which motion was duly seconded by Mr. Lampley and carried by the unanimous vote of the Board.

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

Ms. Williams stated that the Bylaws Committee met for approximately two hours on July 21, 2015 at 10:00 a.m. to discuss the edits presented to the current bylaws from the Board members. The Bylaws Committee will now proceed to assemble all of the edits submitted into one document to be circulated to the Board members for a final review. The revised bylaws will be placed on the Agenda for approval at the next Board meeting.

**VII. Auction Update by Linebarger, Goggan, Blair & Sampson, LLP – July 2015.**

The foreclosure activity report indicates LARA did not purchase any lots at the July foreclosure sale.

**VIII. Chairman Comments**

Nothing to report.

**IX. Board Member Comments**

On behalf of the Board, Ms. Williams offered condolences to Norma Garcia with respect to the recent passing of her father, and presented her with a sympathy card from the Board of Directors. Pastor Hall thanked Ms. Garcia for her work in assisting LARA achieve its mission.

**X. Public Comments**

Chairman Collins asked if there were any members of the public in attendance that wished to speak before the Board. First City Councilman Davis thanked the Board for its work to provide affordable housing to the Settegast area which has lots of vacant land and a high crime rate. Then Allison Hays of Habitat for Humanity addressed the Board with regard to the waiver of the 90 day construction requirement in its lot acquisition contract approved today. Chairman Collins asked Ms. Hays if the houses constructed by Habitat for Humanity include solar panels for energy efficiency. She noted that approximately one-half of the sponsors require solar efficiency for the houses built by Habitat for Humanity.

**XI. Adjournment**

Chairman Collins asked if there were any additional matters to be considered by the Board. Hearing none, Ms. Williams made a motion to adjourn the meeting, which motion was duly seconded by Nicholas Hall and carried by unanimous vote of the Board. The Board meeting adjourned at 2:28 p.m.

Minutes prepared by:

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

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

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President