



BOARD OF DIRECTORS REGULAR MEETING
AGENDA

September 11, 2025 – Noon Central Time

Leonel Castillo Community Center

2101 South Street, Houston, Texas 77009

The meeting will be in person and open to the public but restrictions regarding masks, allowable room capacity, and seating arrangements may be in place.

The public meeting location will be at 2101 South Street, Houston, Texas 77009. The Board Chair, as presiding officer of the Board, will be physically present; Board members will also be physically present.

Please contact info@houstonlandbank.org or call us at 281-655-4600 with any questions.

AGENDA

- I. Call to Order and Roll Call
- II. Public Speakers & Registered Attendees

Speakers must be registered by 5 p.m. on Wednesday, September 10, 2025. To register, please use the online form at www.houstonlandbank.org/resources, e-mail info@houstonlandbank.org or call 281-655-4600. The Chair will call on speakers and allow three minutes per speaker.

- III. Consideration and Adoption of Meeting Minutes
 - a. April 10th, 2025 Board Meeting
 - b. June 12th, 2025 Board Meeting
- IV. Chairman's Greeting: Matt Zeis
- V. Committee Reports:
 - a. Executive Committee: Matt Zeis, Chair
 - b. Finance Committee: Open, Chair
 - c. Partnership and Program Development: Chrishelle Palay, Chair
 - d. Real Estate Acquisition and Disposition: Francisco Castillo, Chair
 - e. Procurement and Oversight: Elaine Morales, Chair
- VI. Board Action Items
 - a. Consideration and Possible Action to Approve the Houston Land Bank (HLB) Round Nine (9) of Lot Sales to two (2) builders (MH Builder-Houston, LLC & SXG Capital Group LLC) under the Houston Land Bank Builder Traditional Program.
 - b. Consideration and Possible Action to Approve the Successful Bidders (AD Construction and Development, Pero B LLC, Smartscaping & TransTeq Environmental Solutions, INC.)

under the Request for Proposals for Lot Maintenance Services as issued on April 25, 2025.

- c. Consideration and Possible Action to Approve the Successful bidder Raestone Holdings Inc., DBA The J Team, under the Request for Proposals for Tree-Trimming and Tree-Removal Service Providers as re-issued on May 30, 2025.
- d. Consideration and Possible Action to Authorize the Houston Land Bank to approve the HLB Builder, Houston Habitat for Humanity's New Floor Plan Design and Sale Price Increase Request for 1220 Grove & 1224 Grove (formerly 3306 Market St).
- e. Consideration and Possible Action to Authorize the Houston Land Bank to Administer the Early Capacity Building Grant Fund in Partnership with Rice Management Company.
- f. Consideration and Possible Action to Approve the Successful Bidders (TCH Development Inc. and Venus Builders) under the Request for Builder and Developer Services as issued on July 01, 2025.
- g. Consideration and Possible Action to Approve the Successful Bidder (SKA Consulting, L.P.) under the Request for Environmental Services as issued on May 30, 2025.
- h. Consideration and Possible Action to Approve the Execution by the Houston Land Bank CEO of the Amendment, Extension, and Restatement of the Fannie Mae Statement of Work (CTR047468) to the Master Services Agreement (CTR047466).
- i. Consideration and Possible Action to Approve the Houston Land Bank to enter into an agreement to provide consulting services to LISC Houston in participation of the LISC Houston RAMP (Resources, Access, Mentorship, and Pathways) Emerging Developer Program.

VII. Executive Session

NOTE: The Houston Land Bank Board may go into executive session, if necessary, pursuant to Chapter 551 of the Texas Government Code, for one or more of the following reasons: (1) consultation with its legal counsel to seek or receive legal advice or consultation regarding pending or contemplated litigation; (2) discussion about the value or transfer of real property; (3) discussion about a prospective gift or donation; (4) consideration of specific personnel matters; (5) discussion about security personnel or devices; or (6) discussion of certain economic development matters. The Board may announce that it will go into executive session on any item listed on this agenda if the subject matter is permitted for a closed session by provisions of Chapter 551 of the Texas Government Code.

Discussion may occur in executive session as provided by State law, but all Board actions will be taken in public.

VIII. Board Member Comments

IX. Adjournment

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