

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

**February 23, 2018**

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 2<sup>nd</sup> Floor Conference Room of the City of Houston Permit Building, 1002 Washington Street, Houston, Texas, on Friday, February 23, 2018 at 1:00 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:

Nicholas Hall	Carol Galloway
Pastor Steve Hall	Dallas Jones
Curtis Lampley	Matt Zeis
Antoinette Jackson	

Board members absent were, Stephan Fairfield, Vincent Marquéz, Michael Lactson, David Collins, and Pastor Isaac Matthews.

Others in attendance included: Yvonne Cantu of the City of Houston Housing and Community Development Department; Greg Erwin and Mark Glanowski (Paralegal) of Winstead PC, outside legal counsel for the Authority; Gracie Saenz, attorney for the Authority; and Chris Butler of the City of Houston Permit Department.

**I. Call to Order**

Chairman Nicholas Hall called the meeting to order at 1:29 p.m. A roll call of the Board members in attendance immediately followed. Chairman Nicholas Hall noted that a quorum of the Board was present. Mr. Fairfield arrived at 2:04 p.m.

**II. Review of Minutes of Previous Meeting – January 26, 2018**

Chairman Nicholas Hall noted that the minutes for the Executive Committee and Board of Directors meeting held on January 26, 2018 were previously circulated for review and comment. Ms. Galloway requested that the minutes be amended to include her request for an investigation of the City's recent change in its building permit process to now requiring retention ponds on 60 foot lots located in the flood plain. Hearing no further comments to the minutes from the Board members in attendance, he requested a motion to approve the subject minutes as amended. Pastor Hall made a motion to approve the minutes, as amended, of the meeting held on January 26, 2018, which motion was duly seconded by Ms. Galloway and passed by the unanimous vote of the Board.

### III. Public Comments

Nothing to report.

### IV. Committee Reports:

(a) **Finance Committee's Report regarding the current financial status of the Authority to present at Board Mtg. - November and December 2017.**

Mr. Zeis reported that the Finance Committee did not meet this month and informed the Board that as of January 25, 2018 the Authority has \$2.1 Million in total assets with \$771,000.00 in unrestricted funds, and \$980,000.00 in restricted funds.

(b) **Builder Committee's Report regarding recent construction activity, approved builder comments, and new builder applications to present at Board Mtg.**

Mr. Lampley informed the Board that the Builder Selection Committee met on February 19, 2018 to examine applications and financial information submitted by Wade Journey Homes, Burnett Unlimited LLC, and Preeminent Homes LLC for acquisition of lots. He stated that the subject applications were then approved by the Builder Selection Committee.

### V. Discussion, consideration, and possible action to approve the following purchase and sale agreements to builders:

(a) **Award of a LARA lot acquisition contract to Wade Journey Homes under Contract #022018-02 in Acres Homes for construction of new affordable housing under the Standard Lot Program.**

Mr. Lampley made a motion to approve the lot acquisition contract submitted by Wade Journey Homes for lots to be selected at a later date, which motion was duly seconded by Pastor Hall. Mr. Jones requested confirmation that this agenda item is only to approve Wade Journey Homes as a builder for the LARA Houston Hope Program and not for any specific lots available in this program. This was confirmed by Chairman Hall who noted that this builder will need to come back before the Board for approval of the lots it selects. Ms. Jackson recommended that the contract number should be removed from the motion. The amended motion to resubmit the contract number and the requested lots for approval by the Board was duly passed by unanimous vote of the Board.

(b) **Award of a LARA lot acquisition contract to Burnett Unlimited LLC under Contract #022018-03 in Settegast for construction of new affordable housing under the Standard Lot Program.**

Ms. Galloway made a motion to approve the lot acquisition contract with Burnett Unlimited LLC, which motion was duly seconded by Mr. Lampley and passed by

the unanimous vote of the Board. Mr. Jones stated that his research did not find any activity of Burnett Unlimited LLC with regard to its status as a house construction company. Mr. Lampley stated that each builder submits a packet of information with regard to prior construction of homes. Mr. Jones requested that the builder information packets be made available to each Board member for review prior to voting on the lot acquisition contracts. Mr. Jones then moved for reconsideration of this agenda item, which was seconded by Ms. Jackson and passed by a vote of 4 to 3. Nicholas Hall, Mr. Zeis and Mr. Lampley voted against this motion. Mr. Jones then made a motion to table this agenda item until the builder's construction history is made available to the Board prior to voting on this lot acquisition contract, which motion was duly seconded by Ms. Galloway and passed by the vote of 4 to 3. Nicholas Hall, Mr. Zeis and Mr. Lampley voted against this motion.

**(c) Award of a LARA lot acquisition contract to Preeminent Homes LLC under Contract #022018-01 in Settegast for construction of new affordable housing under the Standard Lot Program.**

Mr. Zeis made a motion to approve the lot acquisition contract with Preeminent Homes LLC, which motion was duly seconded by Pastor Hall. Mr. Jones then stated that he searched for information on this builder but did not find any track record of its house construction business but rather found complaints. Mr. Jones made a motion to table this agenda item until this builder's prior house construction information is made available to the Board before voting on this lot acquisition contract, which motion was duly seconded by Ms. Galloway and passed by the vote of 4 to 3 with Nicholas Hall, Matt Zeis and Curtis Lampley voting against such motion.

**VI. Discussion and possible action to allow a usage variance of a LARA lot owned by Houston Habitat for Humanity located at 7978 Tate Street in Settegast for a community garden.**

Mr. Jones made a motion to approve the lot owned by Houston Habitat for Humanity located at 7978 Tate Street to be developed as a community garden, which motion was seconded by Ms. Galloway and passed by the vote of 6-0 with Ms. Jackson abstaining from voting on this agenda item because she is on the Board of Directors of Houston Habitat for Humanity.

**VII. Discussion and possible action to hire temporary staff through the City of Houston contingent workforce contract for an amount not to exceed \$100,000 in FY18.**

Mr. Zeis made a motion to approve the hiring of temporary staff through the City of Houston contingent workforce contract for an amount not to exceed \$100,000 for fiscal year 2018, which motion was duly seconded by Pastor Hall and unanimously passed by the vote of the Board.

**VIII. Discussion and possible action to approve a contract not to exceed \$65,000 with the Center for Community Progress for professional consulting services.**

Chairman Nicholas Hall stated that the Center for Community Progress which is a national non-profit resource to address property revitalization is the authority on land banking located in Washington DC. He further informed the Board that Frank Alexander is the Co-Founder and Senior Legal and Policy Advisor of the Center for Community Progress and is also a law professor at Emory University who has authored a book on land banking. The first phase of the scope of the services to be provided by the Center for Community Progress will include a 3-5 page primer on how land banking and community land trusts work in other cities. The second phase will include the Authority's Interlocal Agreement which has now expired. Chairman Hall stated that discussions are under way with HISD, Harris County and the city of Houston with regard to the next generation of the Interlocal Agreement. Mr. Alexander would be available to testify in favor of land banking legislation to be proposed in 2019 for the Texas State Legislature to consider. Ms. Jackson requested that the Board be mindful of the original statute that created the Authority and its mission. Pastor Hall made a motion to approve a contract not to exceed \$65,000.00 with the Center for Community Progress for professional consulting services, which motion was duly seconded by Mr. Jones and passed by the unanimous vote of the Board.

**IX. Auction Update Report by Linebarger, Goggan, Blair & Sampson, LLP**

Chairman Nicholas Hall informed the Board that one lot was acquired by LARA in Acres Homes for \$14,000.00 at the February foreclosure sale pursuant to the report received from Linebarger, Goggan, Blair & Sampson, LLP.

**X. Board Member Comments**

Chairman Nicholas Hall encouraged each Board member to consider attending the Reclaiming Vacant Properties Conference in Milwaukee, Wisconsin on May 15-17, 2018. He requested Ms. Cantu to forward the information with regard to this conference to the Board. Such conference will explore the latest strategies to address vacant, abandoned and deteriorated properties

Mr. Jones stated that he is concerned about calls received from residents regarding builders constructing affordable houses on LARA lots but not having information available on the builders to answer the concerns.

Ms. Galloway raised her concern regarding the City's new requirement for detention ponds on lots in the flood plain with Mr. Butler. He was not aware of this new requirement and recommended that the lot owner request a variance from the City.

**XI. Adjournment**

Chairman Nicholas Hall asked if there were any additional matters to be considered by the Board. Hearing none, the Board meeting adjourned at 2:05 p.m. pursuant to the motion of Mr. Lamplsey, which was duly seconded by Ms. Galloway.

Minutes Prepared By:  
Mark Glanowski of Winstead PC and  
Graciela Saenz of Saenz & Burkhardt, P.L.L.C.

Signed on the \_\_\_\_\_ day of \_\_\_\_\_, 2018.

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President