



# houston landbank

Board of Directors Regular Meeting  
Thursday, January 9, 2020 at 12:15 PM CST

Houston City Hall Annex, Council Chambers  
900 Bagby Street  
Houston, Texas 77002

## **AGENDA**

- I. Call to Order and Roll Call
- II. Adopt Minutes of Regular Meeting on November 14, 2019
- III. Public Comments
- IV. Chairman's Greeting: Nicholas Hall
- V. President's Report: Anne Gatling Haynes
- VI. Committee Reports
  - a) Financial Committee: Matt Zeis
  - b) Program Committee: Curtis Lampley
- VII. Consideration and possible action regarding Amended FY20 Budget as approved by City of Houston Housing and Community Development Department.
- VIII. Consideration and possible action regarding the HLB Approved Builder Program Lot Disposition Program Guidelines, including related revised Term Sheet for Lot Disposition Contracts.
- IX. Consideration and possible action to approve the pool of 'Startup Builders' for 2020-2021, final list of 'Established Builders' eligible to purchase lots from the Houston Land Bank in its pilot and future phase lot dispositions.
- X. Consideration and possible action regarding proposed changes to Board-Approved Contracts scheduled as Hold Contracts per vote on September 12, 2019. These properties never closed at Title Company and therefore needed to be updated with new contract pricing and/or additional details of changes made by the homebuilders and renegotiated terms with HLB.
- XI. Consideration and possible action to ratify the following Lot Disposition Contracts, approved by the Board on September 12, 2019, to issue new contracts based on minor changes approved by Programs Committee.

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- XII. Consideration and possible action to award four (4) new maintenance contracts for a two-year term in an amount up to \$720,955.68, not to exceed the FY20 Budget, with opportunities to extend up to an additional two (2) one-year terms.

The four proposed contractors who were selected from the Builder RFQ process in alphabetical order are:

- a) AD Construction & Development Inc. (current vendor)
  - b) Evolution Alignment Inc.
  - c) Smartscaping LLC
  - d) Transteq Environmental Solutions Inc. (current vendor)
- XIII. Consideration and possible action to delegate authority to President/CEO to make supplemental funding adjustments for the four (4) Maintenance Contracts within the limits of each Board-approved Fiscal Budget.
- XIV. Consideration and possible action regarding a revised Houston Land Bank Resolution 2019-003: Delegating Authority to the Executive Committee for Real Estate Acquisitions as it pertains to Grant Agreements with the City of Houston Housing & Community Development Department.
- XV. Consideration and possible action regarding a revised Houston Land Bank Resolution 2019-004: Delegating Authority to the Programs Committee.
- XVI. Consideration and possible action on 2020 Board Meeting Date/Time.
- XVII. Consideration and possible action on the FY19 Audit, Final.
- XVIII. [Executive Session : Per Texas Government Code Section 551.072 regarding Real Estate matters, the session may be closed to the public] Consideration and possible action to enter into a construction contract with Builder for completion of construction of house at 3013 Bolt, Sunnyside.
- XIX. [Executive Session : Per Texas Government Code Section 551.072 regarding Real Estate matters, the session may be closed to the public] Consideration and possible approval regarding significant proposed changes to prior Board-Approved contracts, under prior programs, requiring new Board review, considering recommendations from the Programs Committee. After the Executive session, the Boards recommendations will be made public and a final vote will be taken in open session.
- XX. Board Member Comments
- XXI. Adjournment

