

**HOUSTON LAND BANK
MINUTES OF THE BOARD OF DIRECTORS REGULAR MEETING
HOUSTON, TEXAS**

February 23, 2026

A regular meeting of the Board of Directors ("Board") of the Houston Land Bank ("HLB"), 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 at 602 Sawyer Street, Suite 210, Houston, Texas, on Monday, February 23, 2026 at 12:00 p.m. Written notice of the regular meeting, which included the date, hour, place and agenda for the regular meeting, was posted in accordance with the Texas Open Meetings Act.

Board members in attendance were:

Elaine Morales-Diaz	Rickie Bradshaw
Matt Zeis	Chrishelle Palay
Francisco Castillo	Ge'Juan Cole
David Collins	

Board directors absent were Thomas Simpson, Marilyn Muguerza, Janae Ladet-Gardner and Dwantrina Russell. Others in attendance included: Christa Stoneham, Chief Executive Officer/President of the HLB; LaTosha Okoiron, in-house counsel and Compliance Manager of the HLB; Isai Mendez, Finance Director for the HLB; Lindsey Williams, Director of Community Development for the HLB; Melanie Young, Director of Operations; Donesha Albrow, Program Manager for the HLB; LeKendra Drayton, Administrative Assistant for the HLB; Mark Glanowski (Paralegal) of Winstead PC; Gracie Saenz, outside counsel to the Houston Land Bank, and Juanita from the tree trimming company.

I. Call to Order and Roll Call

Chairman Zeis called this regular meeting to order at 12:13 p.m. A roll call of the Board members attending in person immediately followed. Chairman Zeis then announced that an in-person quorum of the Board was now present for this meeting.

II. Public Speakers & Registered Attendees

Nothing to report due to no public speakers in attendance.

III. Consideration and Adoption of Meeting Minutes

a. January 26, 2026, Board Meeting

Chairman Zeis noted that the minutes for January 26, 2026, regular meeting of the Board were previously circulated for review and comment to the Directors.

Director Castillo then made a motion to approve the written minutes for the meeting held on January 26, 2026, which motion was duly seconded by Director Cole and approved with the unanimous vote of the Board.

IV. Chairman's Greeting: Matt Zeis

Chairman Zeis thanked everyone for attending today's meeting. He then wished everyone a happy Black History Month.

V. Committee Reports:

a. Executive Committee: Matt Zeis, Chair

Chairman Zeis reported that the Executive Committee met earlier this month to discuss the items on the Board meeting Agenda. The Executive Committee also discussed the update by HLB staff on the lots for sale in the Round 10 Lot Sale, the partnership for development of the former Yellow Cab site, and the RICE Management Group contract.

b. Finance Committee: Ricky Bradshaw

Director Bradshaw reported that the Finance Committee met this month to discuss the financial budget versus actual revenue and expenses and noted that the HLB is \$360,000 below its budget. The Finance Committee is recommending reducing the costs to maintain lawns on the HLB owned lots and reducing the number of bank accounts within the organization. He mentioned that the draft budget to the city of Houston is due on March 1st. Lastly, he stated that the Finance Committee needs more members.

c. Partnership and Program Development Committee: Chrishelle Palay, Chair

Director Palay reported that the Partnership and Program Development Committee met on February 12, 2026, to discuss the strategy for disposition of eleven properties which do not serve the HLB mission. She noted that the Committee also discussed the status of the Family Home workshops, and the Finding Home Program, however, the Fifth Ward Relocation Program is currently inactive. The Partnership Committee has completed title review and reconciliation for 45 lots over a three-year period. She noted that the development with the Local Initiatives Support Corporation is active and the Rockwell grant includes Auburn University.

d. Real Estate Acquisition and Disposition Committee: Francisco Castillo, Chair

Director Castillo reported that the Real Estate Acquisition and Disposition Committee met on February 2, 2026, to discuss the extension of the Trinity contract and the Round 10 Lot Sales. He also noted that there are currently 13 houses under construction. However, there are 26 unviable lots which are costing the HLB \$60,000 to maintain. Director Castillo then mentioned that the Settegast project has stalled however the holding costs are low, and the Harrisburg development RFP will be ready in early March.

e. **Procurement and Oversight Committee: Elaine Morales-Diaz, Chair**

Director Morales-Diaz reported that the Procurement and Oversight Committee did not meet this month but noted that the RFP for appraisal services will be issued in March.

VI. Board Action Items

a. **Consideration and Possible Action to approve the Houston Land Bank to dispose of 13 lots under Round Ten Pilot Lot Sale to SXG Capital Group, LLC, under the Houston Land Bank Builder Traditional Program**

Chairman Zies announced that approval of this action item will accept the READ Committee recommendations for builder lot selections resulting from the Traditional Program's Round 10 Pilot Lot Sales. Upon approval by the Board the HLB staff will then prepare to initiate the execution of contracts for the sale of these lots to the successful bids submitted by the builders. Ms. Okoiron stated that the sales of these lots will close in the next 30-60 days after title is opened.

Under the HLB Traditional Homebuyer Program approved builders may acquire properties from HLB to construct quality affordable homes, with price and design approved by HLB during the lot sale process. The Round 10 Pilot Lot Sale included a selection of lots paired with pre-approved plans through our Land + Plan Strategy, designed to streamline permitting, support resilient construction, and maintain high-quality standards across all HLB houses.

Ms. Stoneham noted that the Round 10 Lot Sale opened December 5, 2025, and closed on December 28, 2025. There were 26 builders invited to participate in the lot sale, and of those, 4 builders participated by submitting bids for their desired lots. There were 16 lots listed for sale all of which received submissions, and 13 of those lots were recommended for contract execution. The awarded lot count was reduced from 16 to 13 because one lot was removed from the sale after the lot sale closing due to an encroachment issue. Additionally, 2 lots were not awarded because only one builder submitted proposals, and that builder did not provide construction plans that fit the necessary lot dimensions, which prevented the HLB from awarding those lots.

The Round 10 Lot Sale lots are located in the following neighborhoods:

- Acres Homes – 11 lots
- Fifth Ward – 2 lots

HCAD	Lot Address	Lot Size	Bid Price	Builder	Home Size	Bed/Bath/Garage	Tier	Home Sales Price
0162750140008	6624 Tuskegee (Acres Homes)	3000	\$12,000	SXG Capital Group	1619	3/2.5/1	III	\$225,000
0162750140007	6624 Tuskegee (Acres Homes)	3000	\$12,000	SXG Capital Group	1619	3/2.5/1	III	\$225,000
0162760240022	6521 Knox (Acres Homes)	3000	\$7,500	SXG Capital Group	1024	2/2/0	Finding Home	\$180,233
0162750170016	0 Utah	3000	\$12,000	SXG Capital	1619	3/2.5/1	III	\$225,000

HCAD	Lot Address	Lot Size	Bid Price	Builder	Home Size	Bed/Bath/Garage	Tier	Home Sales Price
	(Acres Homes)			Group				
0162750130006	0 Tuskegee (Acres Homes)	3000	\$6,000	SXG Capital Group	1024	2/2/0	Finding Home	\$180,233
0162750130007	0 Tuskegee (Acres Homes)	3000	\$4,500	SXG Capital Group	1024	2/2/0	Finding Home	\$180,233
0162750130008	0 Tuskegee (Acres Homes)	3000	\$4,500	SXG Capital Group	1024	2/2/0	Finding Home	\$180,233
0162750140025	0 Arabella (Acres Homes)	3000	\$12,000	SXG Capital Group	1619	3/2.5/1	III	\$225,000
0092470000001	0 Sakowitz (Fifth Ward)	4500	\$15,000	SXG Capital Group	1364	3/2/0	Finding Home	\$241,124
0162730050011	0 Apollo (Acres Homes)	3000	\$15,000	SXG Capital Group	1619	3/2.5/1	III	\$225,000
0162750150014	0 Tuskegee (Acres Homes)	3000	\$15,000	SXG Capital Group	1619	3/2.5/1	III	\$225,000
0162750170029	0 Utah (Acres Homes)	3000	\$7,500	SXG Capital Group	1024	2/2/0	Finding Home	\$180,233
0300190010010	3711 Leila (Fifth Ward)	4500	\$15,000	SXG Capital Group	1364	3/2/0	Finding Home	\$241,332

The lot sale awards were determined based on established evaluation criteria, including a review of the proposed home design and confirmation that the plan appropriately fit the site, the builder's purchase bid price, neighborhood appropriateness as scored by the NAC Committee, the use of the designated Finding Home plan options for the site, and submission of a pro forma outlining estimated construction costs and the proposed sales price.

Director Castillo made a motion to approve the sale of the 13 lots to SXG Capital Group, LLC which motion was duly seconded by Director Bradshaw and approved by the unanimous vote of the Board.

VII. Executive Session

No need for any Agenda items to go into Executive Session.

VIII. Board Member Comments

Nothing to report.

IX. Adjournment

Chairman Zeis asked if there were any additional matters to be discussed or considered by the Board. Hearing none, this regular Board meeting then adjourned at 12:34 p.m. upon the motion of Director Morales-Diaz which was duly seconded by Director Bradshaw and passed with the unanimous vote of the Board.

Minutes Prepared By:

Mark Glanowski (Paralegal) of Winstead PC and
Graciela Saenz of Law Offices of Graciela Saenz, PLLC

Signed on the _____ day of _____, 2026.

Secretary

Signature: Elaine Morales
Elaine Morales (Aug 27, 2026 14:33:11 CDT)

Email: elainemoralesdiaz@gmail.com

HLB Regular Meeting - February 2026

Final Audit Report

2026-08-27

Created:	2026-08-27
By:	Monica Moctezuma (mmoctezuma@houstonlandbank.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAAdVyEbUkWZvv-QFy6GNQbYs4IBdNIRhHy

"HLB Regular Meeting - February 2026" History

-  Document created by Monica Moctezuma (mmoctezuma@houstonlandbank.org)
2026-08-27 - 4:12:48 PM GMT
-  Document emailed to elainemoralessdiaz@gmail.com for signature
2026-08-27 - 4:12:52 PM GMT
-  Email viewed by elainemoralessdiaz@gmail.com
2026-08-27 - 7:32:50 PM GMT
-  Signer elainemoralessdiaz@gmail.com entered name at signing as Elaine Morales
2026-08-27 - 7:33:09 PM GMT
-  Document e-signed by Elaine Morales (elainemoralessdiaz@gmail.com)
Signature Date: 2026-08-27 - 7:33:11 PM GMT - Time Source: server - Signature Appearance Selected: TYPE
-  Agreement completed.
2026-08-27 - 7:33:11 PM GMT