

Board of Directors Meeting**May 11, 2017****3:30 p.m.****Agenda**

1. Roll Call

2. Public Comment

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3. Approval of Minutes for the Meeting of April 13, 2017 (1)

4. Update on Property Transfers

5. Dispositions: (8)

138 W. Thompson Street - BMK Properties, LLC (9)

832, 836 & 838 N. 16th Street - SDG N 16th Street LLC (12)

6. Adjournment

This meeting is open to the public

PHILADELPHIA LAND BANK

BOARD MEETING MINUTES

A Regular Meeting of the Board of Directors of the Philadelphia Land Bank was held on Thursday, April 13, 2017 commencing at 3:45 p.m. in the offices of the Philadelphia Housing Development Corporation, being its regular meeting place, 17th Floor, 1234 Market Street, Philadelphia, Pennsylvania, pursuant to proper notices.

CALL TO ORDER

Mr. Purnell called the meeting to order at 3:45 p.m.

Agenda Item 1 Roll Call

The following members of the Board of Directors reported present: Frederick Purnell, Chair; Jennifer Kates, Vice-Chair; Angel Rodriguez, Treasurer; Anjali Chainani, Richard DeMarco, Michael Koonce, Majeedah Rashid and Rick Sauer.

The following members of the Board of Directors were not present: Anna Shipp, Secretary; Paulette Adams and Courtney Voss.

The following staff members were present: Tania Nikolic, Nicholas Scafidi, Esq., Christi Jackson, Andrea Saah, Gregory Heller, Paul Chrystie, Maribel Rosado, Darren Williams, Susan Callanen and Elizabeth Bonaccorso.

Public Attendees: The list of public attendees is attached to these minutes.

A quorum of directors was present and the meeting, having been duly convened, was ready to proceed with business.

Agenda Item 2 Public Comment

Mr. Purnell asked if any member of the public wished to comment upon any item on the Board's agenda.

Mr. Purnell recognized Ms. Amy Laura Kahn who recommended that the Board consider accepting questions as each agenda item is presented to the Board. Ms. Kahn stated that she attended the Philadelphia Redevelopment Authority Board meeting recently where an extensive and controlled discussion with the public was allowed to take place during the course of that

meeting. Ms. Kates stated that Ms. Voss, as Chair of the Land Bank's Policy Committee, is considering this option within her Committee.

Agenda Item 3
Approval of Board Minutes

Mr. Purnell called for a motion to approve the minutes of the Board meeting of March 9, 2017.

Upon motion made and duly seconded, the minutes were approved as presented.

Agenda Item 4
Confirming the Revised Land Disposition Policies

Ms. Nikolic asked the Board members to formally approve certain changes to the Disposition Policies as submitted to City Council as part of the Land Bank's 2017 Strategic Plan, Performance Report, and Acquisition Policies. The following modifications were made to the Disposition Policies and adopted by City Council on March 9, 2017:

- Page 58 – under the heading “Site Control Options and Property Reservations, the following sentence added: “Affordable Housing Development projects will be exempted from paying a fee.”
- Page 65 – under the heading “Terms of Purchase” the sentence reading: “The applicant must consolidate the parcels and obtain a single OPA account for the primary residence and side yard within one year” was deleted, and the following sentence was added: “Applicants are encouraged to consolidate the parcels and obtain a single OPA account for the primary residence and side yard within one year.”

Mr. Purnell called for a motion to approve the Modification to 2017 Land Disposition Policies for the Philadelphia Land Bank. Upon motion made and duly seconded the motion was approved as follows:

RESOLUTION NO. 2017 - 25

**RESOLUTION CONFIRMING MODIFICATIONS TO 2017 LAND DISPOSITION
POLICIES FOR THE PHILADELPHIA LAND BANK**

WHEREAS, on January 19, 2017, the Board adopted Resolution No. 2017 - 1 which approved the 2017 Strategic Plan, Performance Report, Acquisition Policies and Disposition Policies for the Philadelphia Land Bank;

WHEREAS, upon consideration by Philadelphia City Council, City Council recommended certain modification to the Land Disposition Policies as previously adopted by the Board and as submitted to City Council for approval;

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WHEREAS, on March 9, 2017 City Council approved the Strategic Plan, Performance Report, Acquisition Policies and Disposition Policies, with certain modifications to the Disposition Policies, as noted below, and with the expectation that these modifications would also be approved by this Board;

WHEREAS, during its public meeting on February 17, 2017, the Board considered the modifications which Council recommended, each of which is specified below, and the Board expressed its willingness to accept these modifications and to amend the Land Disposition Policies accordingly; and

WHEREAS, the Board wishes to formally approve the modifications to the Land Disposition Policies as follows.

NOW THEREFORE, BE IT RESOLVED by the Philadelphia Land Bank that:

1. The Land Disposition Policies as approved on January 19, 2017 as part of the Land Bank's 2017 Strategic Plan, Performance Report, Acquisition Policies and Disposition Policies is hereby modified as follows:
 - (a) Page 58 – under the heading “Site Control Options and Property Reservations, the following sentence is added: “Affordable Housing Development projects will be exempted from paying a fee.”
 - (b) Page 65 – under the heading “Terms of Purchase”
 - (1) The sentence reading: “The applicant must consolidate the parcels and obtain a single OPA account for the primary residence and side yard within one year” is deleted, and
 - (2) The following sentence is added: “Applicants are encouraged to consolidate the parcels and obtain a single OPA account for the primary residence and side yard within one year.”
2. In all other respects, Resolution No. 2017 – 1 is ratified and confirmed.

Agenda Item 5

Memorandum of Understanding Between the Philadelphia Land Bank and The City of Philadelphia to Coordinate the Handling of Tax Delinquent Real Estate Properties

Ms. Nikolic advised the Board that this item is being held because the MOU between the City and the Land Bank has not been finalized. Ms. Nikolic stated that the MOU may be ready for the May Board meeting.

Ms. Kates added that Council and the Administration are still discussing the MOU. Ms. Kates further stated that there are two hundred tax sales acquisitions in the pipeline this year and she requested that the Board be provided an update chart prior to May's meeting. Ms. Nikolic stated a draft MOU will be sent to Ms. Voss, the Chair of the Policy Committee, along with the rest of the Board members for distribution.

The Board then entered into discussions of the following topics:

Mr. Koonce asked when an updated organization chart will be provided to the Board. Ms. Nikolic replied that staff is in process of working on this request.

Mr. Koonce stated that Ms. Fadullon's testimony for FY 18 indicated that the Land Bank will move 1,700 properties via sheriff sales and inter-agency transfers in FY 18. Mr. Koonce stated within 4 years the Land Bank will have 3,000 properties in its inventory and he asked about potential dispositions. Ms. Nikolic stated that we are beginning to see results, the Land Bank has \$1.5 million under contract representing 157 properties.

Mr. Purnell replied that the Administration is aware of the staffing issues and staff is moving parcels as quickly as possible. Mr. Purnell stated that 268 properties were reviewed for acquisition and have been reviewed by the City.

Mr. Koonce further stated that an Executive Director of the Land Bank position needs to be a top priority. Mr. Purnell responded it is. Ms. Kates asked that the Board be provided with monthly staffing updates.

Mr. Koonce asked if the Land Bank is working to implement Council's ordinance change exempting the Land Bank from stormwater management fees. Ms. Nikolic responded that Ms. Fadullon is working on this matter. Mr. Koonce stated that City Council is working on this as well.

Mr. Koonce asked for an update on conveyance of 138 W. Thompson Street. Ms. Nikolic replied that the sale will be presented at the May meeting.

Ms. Kates asked when the Land Bank website will be updated. Ms. Nikolic responded that we are working on a Website Hosting arrangement to move the website and LAMA to the Cloud and we expect to have that ready by the end of April. A survey will be included when we launch the new website and we will respond to the survey feedback. In May, the finalized product will be completed.

There being no further business to come before the Board, Mr. Purnell declared the meeting adjourned at 4:02 p.m.

SECRETARY TO THE BOARD

PHILADELPHIA LAND BANK

Board of Directors

Regular Rescheduled Meeting Thursday, April 13, 2017

3:30 PM

GUEST SIGN-IN SHEET

NAME

COMPANY

E-MAIL ADDRESS

1) Vothean Vonn

2) STEPHEN JOSEPH

3) Hope Ottou

4) Chosh Jackson

5) Christine Wynne

6) Brittany Williams

7) Shree Sach

8) Prow Holt

9)

10)

11)

Philadelphia Community Development Alliance V.Vonn1985@gmail.com

UP-FRONT SOLUTIONS, LLC. STEPHEN JOSEPH UFS@gmail.com

Combodien Business Combination @gmail.com

PLB

Colleen Sauer

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Land Bank

S/W

NAME

E-MAIL ADDRESS

COMPANY

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MEMORANDUM

Date: May 11, 2017
To: Board of Directors
From: Land Bank Staff
Re: Disposition Approvals

Staff recommends that the Board approve the conveyance of the properties outlined in the attached fact sheet, which describe the proposed project and terms of sale in further detail.

As required by the Land Bank Ordinance, these conveyances were approved by the Vacant Property Review Committee and by City Council resolution. Notices were sent to the entire neighborhood designated Registered Civic Organizations (RCOs), along with notices posted on the properties 10 days prior to these cases being presented to the Vacant Property Review Committee.

Name of Applicant(s):	Lawrence McKnight
Legal Entity, if applicable:	BMK Properties, LLC
Applicant Mailing Address:	3020 Richmond Street, Philadelphia, PA 191134
Application Date:	January 3, 2017
Property Addresses:	138 W. Thompson Street
Council District & Zoning:	Council District 5; RSA5
Accepted Sale Price*:	\$55,245 Price determined by: <input type="checkbox"/> Appraisal <input type="checkbox"/> LAMA UFP <input checked="" type="checkbox"/> Other: <u>Competitive Listing</u>

**Unless extraneous conditions apply, sale price and accepted price are the same.*

STRATEGIC PLAN GOAL	<input checked="" type="checkbox"/> Housing (non-income restricted) <input type="checkbox"/> Business Expansion <input type="checkbox"/> Side yard <input type="checkbox"/> Garden/Open Space
PROPOSED DEVELOPMENT	<input checked="" type="checkbox"/> New Construction <input type="checkbox"/> Rehab
PLANNED USE:	<input checked="" type="checkbox"/> Residential <input type="checkbox"/> Commercial <input type="checkbox"/> Mixed Use
IF RESIDENTIAL:	<input checked="" type="checkbox"/> Single Family <input type="checkbox"/> Multi-Unit & # of Units
TOTAL SQ FT	1,300/sf
CONSTRUCTION COSTS:	\$190,000
TOTAL PROJECT COSTS:	\$270,850
TOTAL PROJECT FUNDING*:	\$270,850 Documentation: <input checked="" type="checkbox"/> Yes (Equity and LOI) <input type="checkbox"/> No

**Applicant must submit Commitment Letter from lender or provide evidence of access to funding prior to Land Bank approval.*

Check one: ☐ Owner Occupied ☒ For Sale to Homebuyer ☐ Rental /Tenant

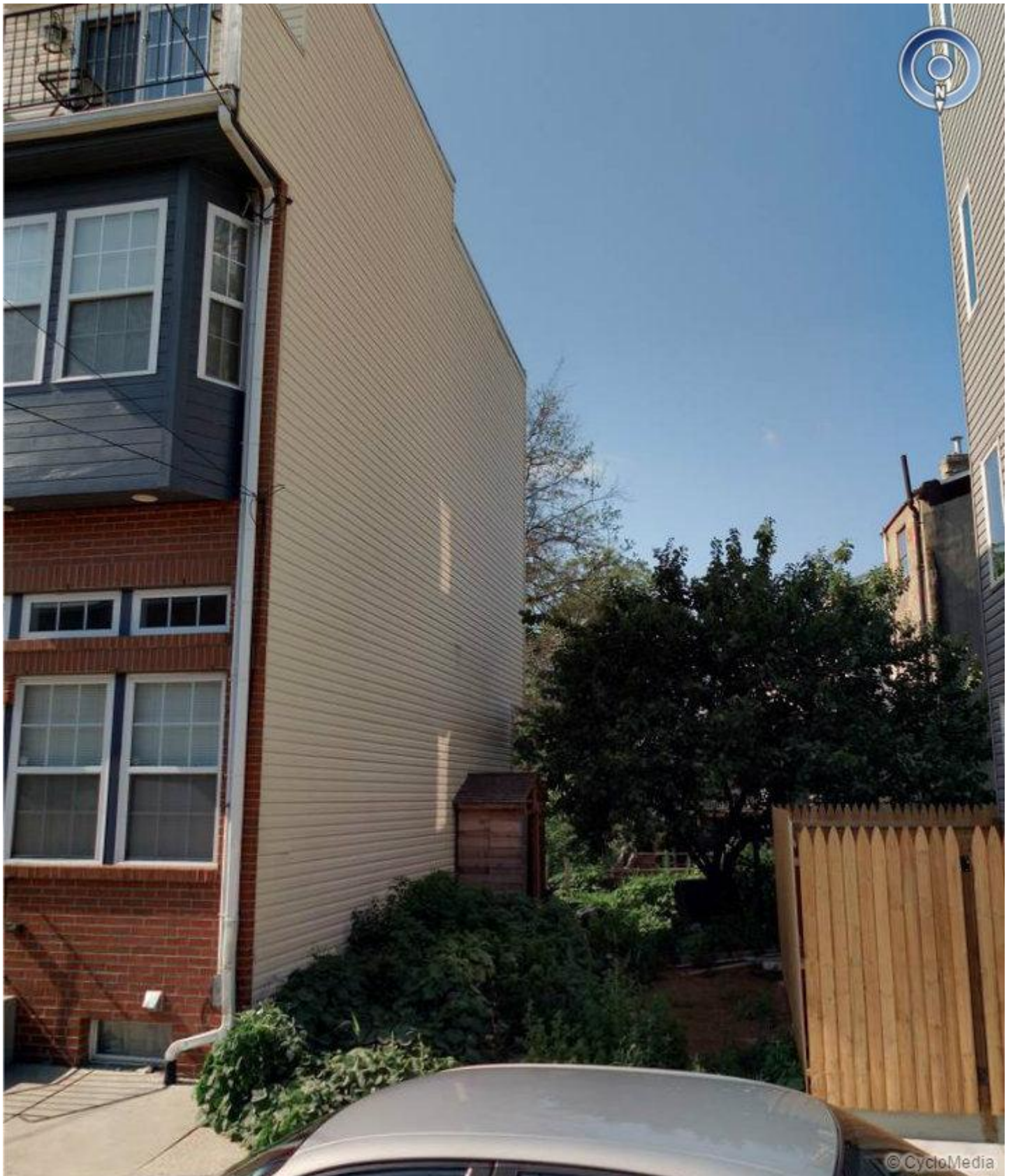
Staff Recommendation:

Staff recommends the market rate disposition, as determined by competitive sale, in support of the construction of a single family homeownership unit.

Developer is compliant with the City of Philadelphia Revenue Department and has no outstanding tax obligations, conflicts of interest, or unresolved violation of City L&I codes.

Prepared by: Susan Callanen

Reviewed by: Tania Nikolic



RESOLUTION NO. 2017 –

**RESOLUTION AUTHORIZING CONVEYANCE OF CERTAIN PROPERTIES TO
BMK PROPERTIES, LLC**

WHEREAS, Section 16-707 of the Philadelphia Code authorizes the Philadelphia Land Bank (“Land Bank”) to convey, exchange, sell, transfer, lease, grant or mortgage interests in real property of the Land Bank, subject to approval of the Vacant Property Review Committee and resolution by City Council, and subject further to certain stated terms and conditions; and

WHEREAS, the Vacant Property Review Committee reviewed the proposed transfer of 138 W. Thompson Street at its public meeting held on April 11, 2017 and Philadelphia City Council has approved this conveyance by resolution adopted on April 27, 2017.

NOW THEREFORE, BE IT RESOLVED by the Board of Directors of the Philadelphia Land Bank that:

1. The Land Bank determines that conveyance of 138 W. Thompson Street (the “Property”) to BMK Properties, LLC for the consideration of Fifty Five Thousand Two Hundred Forty Five Dollars (\$55,245.00) to be in the best interests of the Land Bank.

2. The conveyance of the Property complies with all terms and conditions of Section 16-707 of the Philadelphia Code.

3. The Executive Director is authorized to prepare, execute and deliver an agreement, deed and all other documentation necessary to effectuate the purposes of this Resolution which shall contain such terms and conditions as the Executive Director and General Counsel shall deem necessary or appropriate to protect the interests of the Land Bank.

4. The Executive Director with the advice of General Counsel may allow modifications to this Resolution necessary or desirable to carry out its purposes and intents.

Name of Applicant(s):	Michael Stamm
Legal Entity, if applicable:	SDG N 16th Street LLC
Applicant Mailing Address:	1701 Locust St, Unit 1905, Philadelphia, PA 19103
Application Date:	September 28, 2016
Property Addresses:	832 N 16th Street 836 N 16th Street 838 N 16th Street
Council District & Zoning:	Council District 5; CMX-2.5
Accepted Sale Price*:	832 N 16 th Street: \$220,000 836 N 16 th Street: \$105,000 838 N 16 th Street: \$110,000 Price determined by: <input checked="" type="checkbox"/> Appraisal <input type="checkbox"/> LAMA UFP <input type="checkbox"/> Other:

**Unless extraneous conditions apply, sale price and accepted price are the same.*

STRATEGIC PLAN GOAL	<input checked="" type="checkbox"/> Housing (3 units at 120% or below AMI restricted) <input type="checkbox"/> Business Expansion <input type="checkbox"/> Side yard <input type="checkbox"/> Garden/Open Space
PROPOSED DEVELOPMENT	<input checked="" type="checkbox"/> New Construction <input type="checkbox"/> Rehab
PLANNED USE:	<input checked="" type="checkbox"/> Residential <input type="checkbox"/> Commercial <input type="checkbox"/> Mixed Use
IF RESIDENTIAL:	<input type="checkbox"/> Single Family <input checked="" type="checkbox"/> Multi-Unit & # of Units <u>3 income restricted units within 7 unit development</u>
TOTAL SQ FT	Total development: 9,100/sf
CONSTRUCTION COSTS:	\$1,233,500
TOTAL PROJECT COSTS:	\$1,804,450
TOTAL PROJECT FUNDING*:	\$1,804,450 Documentation: <input checked="" type="checkbox"/> Yes (Equity and LOI) <input type="checkbox"/> No

**Applicant must submit Commitment Letter from lender or provide evidence of access to funding prior to Land Bank approval.*

Check one: ☐ Owner Occupied ☒ For Sale to Homebuyer ☐ Rental /Tenant

Staff Recommendation:

Staff recommends the market rate disposition, as determined by third party appraisal, in support of a mixed income 7 unit development in which three (3) units are income restricted to 120 Area Median Income.

Developer is compliant with the City of Philadelphia Revenue Department and has no outstanding tax obligations, conflicts of interest, or unresolved violation of City L&I codes. Per Bill 160325, the Economic Opportunity Plan ranges have been set at MBE – 18%, WBE 7%.

Prepared by: Susan Callanen

Reviewed by: Tania Nikolic



832, 836 & 838 N. 16th Street

RESOLUTION NO. 2017 –

**RESOLUTION AUTHORIZING CONVEYANCE OF CERTAIN PROPERTIES TO
SDG N 16TH STREET LLC**

WHEREAS, Section 16-707 of the Philadelphia Code authorizes the Philadelphia Land Bank (“Land Bank”) to convey, exchange, sell, transfer, lease, grant or mortgage interests in real property of the Land Bank, subject to approval of the Vacant Property Review Committee and resolution by City Council, and subject further to certain stated terms and conditions; and

WHEREAS, the Vacant Property Review Committee reviewed the proposed transfer of 832 N. 16th Street, 836 N. 16th Street and 838 N. 16th Street at its public meeting held on April 11, 2017 and Philadelphia City Council has approved this conveyance by resolution adopted on April 27, 2017.

NOW THEREFORE, BE IT RESOLVED by the Board of Directors of the Philadelphia Land Bank that:

1. The Land Bank determines that conveyance of 832 N. 16th Street, 836 N. 16th Street and 838 N. 16th Street (the “Properties”) to SDG N 16th Street LLC for the consideration of Four Hundred Thirty Five Thousand Dollars (\$435,000.00) to be in the best interests of the Land Bank.

2. The conveyance of the Properties complies with all terms and conditions of Section 16-707 of the Philadelphia Code.

3. The Executive Director is authorized to prepare, execute and deliver an agreement, deed and all other documentation necessary to effectuate the purposes of this Resolution which shall contain such terms and conditions as the Executive Director and General Counsel shall deem necessary or appropriate to protect the interests of the Land Bank.

4. The Executive Director with the advice of General Counsel may allow modifications to this Resolution necessary or desirable to carry out its purposes and intents.