



1234 Market St., 16th Floor, Philadelphia PA 19107
philadelphialandbank.org

**Board of Director's Meeting
September 20, 2018 - 3:30 PM
Agenda**

1. Roll Call
2. Public Comment
3. Approval of Minutes for the Meeting of August 23, 2018
4. Property Dispositions
 - 1248-52 S. 23rd Street
5. Resolution Granting Authorization to Acquire Properties at Judicial Sale, Subject To Certain Terms And Conditions
6. Resolution Authorizing Personnel to Execute Settlement Sheet and Title Affidavit on Behalf of Philadelphia Land Bank Upon Approval of the Executive Director, Director of Real Estate, or Senior Counsel
7. Executive Director's Report (including update on property transfers, acquisition, and sales)
8. 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, August 23, 2018, 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. Dunbar called the meeting to order at 3:34 p.m.

ANNOUNCEMENT

Steve Cusano, Senior Counsel, announced that prior to today's Public Session, the Board held an Executive Session regarding that certain litigation matter entitled "Public Advocate v. the Philadelphia Water, Sewer and Storm Water Rate Board, filed in the Philadelphia Court of Common Pleas, Case No. 180800527. The Board also listened to a presentation from Interface Studio regarding the Land Bank's Strategic Plan.

**Agenda Item 1
Roll Call**

The following members of the Board of Directors reported present: Christian Dunbar, Michael Koonce, Rick Sauer, Paulette Adams, Jennifer Kates, Dominique Casimir, Majeedah Rashid, and Lauren Vidas.

The following members of the Board of Directors were not present: Richard DeMarco, Blane Stoddard, and Courtney Voss.

The following staff members were present: Angel Rodriguez, Steve Cusano, Esq., Christi Jackson, Andrea Saah, Esq., Stephen Novotny, and Bradley Vassallo.

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, proceeded with business.

**Agenda Item 2
Public Comment**

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

There were no comments from the public.

**Agenda Item 3
Approval of Board Minutes**

Mr. Dunbar called for a motion to approve the minutes of the Board meeting of July 12, 2018.

Ms. Adams made a motion to approve the minutes of the Board meeting of July 12, 2018. The motion was seconded by Ms. Casimir.

Upon motion made and duly seconded, the Board unanimously approved the minutes of the July 12, 2018 Board meeting as presented.

Mr. Koonce entered the meeting at 3:38 p.m.

Agenda Item 4 **Property Dispositions**

A. 1248-52 S. 23rd Street

Mr. Novotny presented the proposed conveyance of 1248-52 S 23rd Street to Lily South 23rd Street, LLC, a sole purpose entity wholly owned by the principals of Lily Development, for a price of \$361,000. The property was posted as a competitive sale and five bids were received. Lily South 23rd Street, LLC was scored the most qualified bid based on the company's extensive experience developing new construction residential units in the city. The developer proposes to construct three single family homes with three bedrooms to be sold to owner-occupants at market rate. The project received VPRC approval on May 8, 2018 and City Council approval on June 7, 2018. The EOP will apply for this project. The applicant 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.

The Board posed several questions regarding the Land Bank's process of vetting and scoring of applicants. Mr. Novotny explained that all applicants are required to submit a tax status certification request and a conflict of interest and public disclosure form, and that the Department of Revenue issued a certificate of tax clearance for the applicant; the Land Bank also verifies that the applicant is still in compliance just prior to settlement. Mr. Novotny further explained that this applicant had extensive experience developing single family units in the city, and that they had completed over 250 such projects. Mr. Novotny also provided a brief overview of the process.

The Board then asked additional questions regarding the developer's past projects and the Land Bank's scoring criteria and competitive sale process. Mr. Dunbar called for a motion approving the Resolution Authorizing Conveyance of 1248-52 S. 23rd Street, but a motion was not made so the Board continued deliberating. Several board members raised the issue of whether the applicant should be at the Board meetings to address questions, while others raised the question of whether the competitive sale process as it currently exists precludes the Board from raising concerns. Mr. Sauer asked for a session to learn how competitive sales are scored. The Board then further discussed the developer's past projects.

The Board was unable to complete its deliberations on this matter due to most of the members having to leave at approximately 4 p.m. to attend a memorial service at City Hall for a City Council employee. In the interest of time and because of other matters on the agenda that needed to be addressed, Mr. Rodriguez asked the Board to email to him any questions they may have regarding this conveyance prior to the next meeting so that the staff can present answers to those questions at the next meeting. By motion made by Mr. Koonce, seconded by Ms. Casimir, the Board decided to table the Resolution Authorizing Conveyance of 1248-52 S. 23rd Street to the September meeting.

Agenda Item 5

Resolution Approving Amended and Restated Memorandum of Understanding Between the Philadelphia Land Bank, the City of Philadelphia, Philadelphia School District and Philadelphia Gas Works to Coordinate the Acquisition of Tax Delinquent Properties

Mr. Cusano asked that the Board approve the Resolution Approving Amended and Restated Memorandum of Understanding Between the Philadelphia Land Bank, the City of Philadelphia, Philadelphia School District and Philadelphia Gas Works to Coordinate the Acquisition of Tax Delinquent Properties. The Board deliberated and asked several questions which Mr. Rodriguez and Mr. Cusano answered.

Upon completion of the Board's deliberation, Mr. Dunbar called for a motion to approve the Resolution Approving Amended and Restated Memorandum of Understanding Between the Philadelphia Land Bank, the City of Philadelphia, Philadelphia School District and Philadelphia Gas Works to Coordinate the Acquisition of Tax Delinquent Properties.

Ms. Vidas made a motion to approve the resolution. The motion was seconded by Mr. Sauer.

Upon motion made and duly seconded, the Board unanimously approved the Resolution Approving Amended and Restated Memorandum of Understanding Between the Philadelphia Land Bank, the City of Philadelphia, Philadelphia School District and Philadelphia Gas Works to Coordinate the Acquisition of Tax Delinquent Properties attached as Exhibit A to these minutes.

Agenda Item 6

Resolution Authorizing Personnel to Execute Settlement Sheet on Behalf of Philadelphia Land Bank Upon Approval of the Executive Director, Director of Real Estate, or Senior Counsel

Mr. Cusano asked that the Board approve the Resolution Authorizing Personnel to Execute Settlement Sheet on Behalf of Philadelphia Land Bank Upon Approval of the Executive Director, Director of Real Estate, or Senior Counsel. The Board deliberated and asked several questions about the process for reviewing the settlement sheet, which Mr. Rodriguez, Mr. Cusano, and Ms. Jackson answered.

Upon completion of the Board's deliberation, Mr. Dunbar called for a motion to approve the Resolution Authorizing Personnel to Execute Settlement Sheet on Behalf of Philadelphia Land Bank Upon Approval of the Executive Director, Director of Real Estate, or Senior Counsel.

Ms. Casimir made a motion to approve the resolution. The motion was seconded by Ms. Adams.

Upon motion made and duly seconded, the Board unanimously approved the Resolution Authorizing Personnel to Execute Settlement Sheet on Behalf of Philadelphia Land Bank Upon Approval of the Executive Director, Director of Real Estate, or Senior Counsel, attached as Exhibit B to these minutes.

Agenda Item 7

Executive Director's Report

Mr. Rodriguez distributed the handouts attached as Exhibit C to these minutes. However, due to several members of the Board having to leave to attend a memorial service for a City Council staff member, the Executive Director's report was tabled.

Mr. Rodriguez then requested that Board members indicate via email their response to the request to postpone the September board meeting, currently scheduled for September 13th, to September 20th.

Agenda Item 12
Adjournment

There being no further business to come before the Board, Mr. Dunbar called for a motion to adjourn the meeting.

Ms. Koonce made a motion to adjourn the meeting. Ms. Vidas seconded the motion.

Upon motion made and duly seconded, the Board approved to adjourn the meeting. Mr. Dunbar declared the meeting adjourned at 4:13 p.m.

SECRETARY TO THE BOARD

GUEST SIGN-IN SHEET



BOARD OF DIRECTORS
REGULAR MEETING

Thursday, August 23, 2018 at 3:30 PM
1234 Market Street, 17th Floor, Philadelphia, PA 19107

ALL GUESTS ARE REQUIRED TO SIGN-IN
THIS SIGN-IN SHEET WILL BE PART OF THE MEETING MINUTES AND ANY INFORMATION CONTAINED HEREIN WILL BE MADE PUBLIC

| NAME | COMPANY | EMAIL |
|----------------|-----------------------|---------------------|
| 1 Karen Minner | Community Development | phillips@quail.com |
| 2 Eric Bazz | Council | eric.bazz@phila.gov |
| 3 Owen Wolf | None | O.WOLF@yaho.com |
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EXHIBIT A
RESOLUTION NO. 2018 - 40

RESOLUTION APPROVING AMENDED AND RESTATED MEMORANDUM OF UNDERSTANDING BETWEEN THE PHILADELPHIA LAND BANK, THE CITY OF PHILADELPHIA, PHILADELPHIA SCHOOL DISTRICT AND PHILADELPHIA GAS WORKS TO COORDINATE THE ACQUISITION OF TAX DELINQUENT PROPERTIES

WHEREAS, the Philadelphia Land Bank ("**Land Bank**") entered into a Memorandum of Understanding dated September 15, 2017 (the "**Original MOU**") between the School District of Philadelphia, the Philadelphia Gas Works, and the City of Philadelphia by and through its Office of the Director of Finance, Department of Revenue, and Law Department (collectively, the "**Parties**") to memorialize a process for the Land Bank to identify and acquire delinquent properties at judicial sale and to make payment to the City for certain amounts;

WHEREAS, the Land Bank and the Parties now desire to renew, extend, amend, and restate the Original MOU pursuant to an Amended and Restated Memorandum of Understanding ("**Amended and Restated MOU**") as more specifically provided in the summary of major terms ("**Summary**") attached to this Resolution;

WHEREAS, the Board of Directors of the Philadelphia Land Bank ("**Board**") has determined that entering into the Amended and Restated MOU is in the best interests of the Land Bank.

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

1. The Executive Director is hereby authorized to enter into the Amended and Restated MOU in form and substance acceptable to the Executive Director and Senior Counsel consistent with the Summary, but with the advice of Senior Counsel may modify the Amended and Restated MOU which are in the best interests of the Land Bank and which do not materially alter the substantive process now represented in the attached Summary.
2. The Executive Director with the advice of Senior Counsel may modify this Resolution as may be necessary or desirable to carry out its purposes and intents.
3. This Resolution shall take effect immediately upon adoption by the Board.

ADOPTED 8/23/18

Amended and Restated Memorandum of Understanding Between the Philadelphia Land Bank, the City of Philadelphia, Philadelphia School District and Philadelphia Gas Works
Summary of Major Terms

| | |
|--|--|
| Section 1 - Term | <i>Change from the Original MOU to allow the term to automatically renew</i> - The term is now amended to commence on 9/18/2018 and end on 9/15/2019 and automatically renews for additional, consecutive, one-year periods, unless terminated pursuant to Section 11. |
| Section 2 – Hold Requests | <i>No change from the Original MOU</i> – The Land Bank may not have in effect at any given time more than five hundred (500) Hold Requests. As properties are removed from the hold list, including properties that the Land Bank has approved for acquisition with adequate funding and those that are placed back onto the Tax Sale list, the Land Bank can request an equivalent number of holds up to the five hundred (500) limit. |
| Section 3 – One-Hundred and Twenty Day Hold | <i>No change from the Original MOU</i> – Upon receipt of a Hold Request, the Departments flag the relevant delinquent account to prevent the property from being exposed to Tax Sale for 120 days. A Hold Request prevents the Departments, PGW, and Water from entering into a payment agreement, other than as mandated by applicable (i) law, (ii) court order, or (iii) regulatory ruling. |
| Section 4 - Prompt Evaluation by the Departments | <i>Minimal change from the Original MOU to more accurately indicate when the City will provide notice</i> – At an appropriate time prior to Tax Sale, the City submits notice to the Land Bank that it has placed the property into one of two categories: Eligible for Tax Sale or Ineligible for Tax Sale. If Eligible for Tax Sale, written notice includes the City's best estimate as to the earliest practicable date the property will be moved through the Tax Sale process. If Ineligible for Tax Sale, the City will inform the Land Bank as to the reason why the property is ineligible, among those reasons listed in Section 5(a). |
| Section 5 - Eligibility for Sale and Terms of Sale | <i>No change from the Original MOU</i> – Properties are Ineligible for Tax Sale Properties if: (i) account is tax compliant (either full payment or approved payment agreement); (ii) a court-ordered stay or postponement is in place; (iii) account is under appeal; (iv) owner is in bankruptcy; (v) lien(s) have been discharged in prior Tax Sale; or (v) Departments have a reasonable suspicion that the lien(s) are defective. |

| | |
|---|---|
| | <p><i>No change from the Original MOU</i> – For properties Eligible for Tax Sale and which are acquired, the Land Bank will be required to pay the Sheriff's costs and the total Real Estate, Water and PGW liens due, up to the OPA assessed value. The Land Bank will take responsibility for any higher priority liens that survive the Tax Sale.</p> <p><i>No change from the Original MOU</i> – For properties where the Sheriff's costs and the Real Estate, Water, and PGW liens due, together with any prior liens, such as certain federal and Commonwealth liens, exceed the OPA assessed value, the Land Bank pays OPA assessed value. Where the Land Bank pays OPA assessed value and that amount is not sufficient to satisfy the Real Estate Tax, Water, and PGW debt, the amount paid will be applied first to Sheriff's costs, then to any liens with priority over real estate taxes, then to real estate taxes, and finally, if funds remain, to Water and PGW claims; and all remaining balances will be zeroed out by Law as of the date of sale.</p> |
| Section 6 – Discharge of Liens | <i>No change from the Original MOU</i> – The Land Bank's bid at Tax Sale shall be the full amount due for all City Liens and PGW Liens as of the date of the Tax Sale. The amount of the Land Bank's bid shall have no impact on the amount due from the Land Bank. Law and PGW coordinate removal, release, and discharge of liens after sale. |
| Section 7 – Prompt Follow-Up by the Land Bank | <i>No change from the Original MOU</i> – As soon as practicable after making a Hold Request and receiving a determination on candidates marked Eligible for Tax Sale, but in no case later than thirty (30) days before the hold expires, the Land Bank shall evaluate whether it in fact intends to acquire the property and shall give notice of that decision to the Departments and PGW. |
| Section 8 – Hold Released After One Hundred Twenty (120) Days | <i>No change from the Original MOU</i> – If at end of 120 days from receipt of a Hold Request, the Departments communicate the expiration of the hold period and the Land Bank has neither communicated that it plans to acquire nor requested an extension, the flag may be removed from the property and ordinary collection – including Tax Sale – may resume. |
| Section 9 – Sixty (60) Day Hold Extension | <i>No change from the Original MOU</i> – A hold may be extended for an additional 60 days, but only once per property, and only if the total number of Hold Requests remains within 500. |
| Section 11 – Notice of Termination. | <i>No change from the Original MOU</i> – Any party can terminate upon 60 days notice to all other parties. The Departments will facilitate completion of the acquisition of any properties approved by the Land Bank prior to the effective date of such notice. |

EXHIBIT B
RESOLUTION NO. 2018 – 41

**RESOLUTION AUTHORIZING PERSONNEL TO EXECUTE SETTLEMENT SHEETS
ON BEHALF OF PHILADELPHIA LAND BANK UPON APPROVAL OF THE
EXECUTIVE DIRECTOR, DIRECTOR OF REAL ESTATE, OR SENIOR COUNSEL**

WHEREAS, the Board of Directors of the Philadelphia Land Bank (“**Board**”) has determined that it is in the best interests of the Land Bank to authorize certain Land Bank staff with the authority to execute settlement sheets on behalf of the Land Bank upon approval of either the Executive Director, Director of Real Estate, or Senior Counsel.

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

4. Daiana Ramos is hereby authorized to execute and sign settlement sheets on behalf of the Land Bank when approved to do so by either the Executive Director, Director of Real Estate, or Senior Counsel.
5. The Executive Director with the advice of Senior Counsel may modify this Resolution as may be necessary or desirable to carry out its purposes and intents.
6. The execution of any settlement sheets by Daiana Ramos prior to the effectiveness of this Resolution is hereby ratified and confirmed.
7. This Resolution shall take effect immediately upon adoption by the Board.

ADOPTED 8/23/18

EXHIBIT C (6 pages)

Land Bank Update as of August 23, 2018

TAX ACQUISITIONS Status Report as of 8/23/2018:

| | |
|---------------------------------------|----------------|
| FY 2019 Budgeted Acquisitions | \$3,125,780.00 |
| Less: July 2018 Acquisitions | (\$297,814.00) |
| Less: August 2018 Acquisitions (est.) | (\$382,239.00) |
| Balance | \$2,445,727.00 |

Reconciliation of the initially proposed Acquisition List FY 2018

As I have explained in past Board meetings, initially the Land Bank proposed to acquire 320 properties for FY 2018 we soon realized that a significant number of properties lacked a Tax Information Certificate (TIC) and/ or Judicial Decree for the already approved list of properties on the "One Drive" which meant they would have to be acquired in fiscal year 2019.

The attached report shows a comprehensive reconciliation of the initial Tax Acquisition List of 320 properties. Please note, shortly after approval we scrubbed the data and the list contained 317 properties (SEE ATTACHED):

| | | | |
|-------------------|-----|----------------|---------|
| Total Master List | 317 | | |
| Acquired | 90 | \$ 769,793.85 | 28.39% |
| Not Available | 93 | \$ 209,629.57 | 29.34% |
| US BANK | 23 | \$ 113,473.13 | 7.26% |
| To Be Acquired | 111 | \$ 834,415.75 | 35.02% |
| TOTALS | 317 | \$1,927,312.30 | 100.00% |

| | |
|----------------|----------------|
| Acquired | \$ 769,793.85 |
| To Be Acquired | \$ 834,415.75 |
| TOTAL | \$1,604,209.60 |

The criteria used internally at the Land Bank to "back fill" the deficit left by the lack of a Tax Information Certificate (TIC) and Judicial Decree for the already approved list, consisted of the following overarching goal to avoid blight and/ or remediate blight with a focus of these (but not limited to) key indicators (SEE ATTACHED):

- Vacant Lots
- Proximity to Publicly Owned
- Focus on blocks with limited vacancy
- High Value blocks that can subsidize nominal dispositions

DISPOSITIONS:

Currently PLB staff is processing 354 lots towards settlement. The attached report shows what stage and intended use, by council district the lots are.

The Land Bank does not expect to move to settlement on these properties until City Council returns from recess in Mid-September as per the Disposition Policy.

REQUESTS FOR PROPOSALS (RFP)

Councilmatic District 3:

RE-ISSUED: After the close of the initial posting requests came in the Land Bank and the Councilmatic Office. The RFP was re-posted on July 9, 2018.

5109, 5111, 5113, 5121-5125 Market Street

The Philadelphia Land Bank ("Land Bank") is soliciting proposals from developers to acquire and develop all parcels. The Land Bank expects competitive offer prices and invites proposals for the entire Development Site. There are no restrictions on the type of development proposed.

ZONING: CMX-2

SUBMISSIONS RECEIVED: 2

Councilmatic District 5:

Posted: February 26, 2019

1901-09 N 33rd Street; 1911-1915 N 33rd Street

The Philadelphia Land Bank ("Land Bank") is soliciting proposals from developers to acquire and develop some or all of eight (8) contiguous parcels along the 1900 block of North 33rd Street. The Land Bank expects competitive offer prices and invites proposals for the entire Development Site. There are no restrictions on the type of development proposed.

Update: The Land Bank is in discussions with a qualified developer. We will update the Board as discussions progress.

Renewal of Memorandum of Understanding between:

1. The School District of Philadelphia;
2. City of Philadelphia;
3. Philadelphia Gas Works;
4. Philadelphia Land Bank (PLB)

The Land Bank sought and received a resolution to renew the Memorandum of Understanding ("MOU") reached with the School District, City, and PGW last year which expires on September 15, 2018. The MOU establishes a process for acquiring properties at Sheriff Sale as well as satisfying and clearing past due taxes and municipal liens on those properties. If all parties agree, the Land Bank also proposes to have the MOU renew automatically each year unless one party provides notice of termination.

The Land Bank plans to acquire 325-350 privately-owned, delinquent vacant properties each year (*less than 0.5% of all delinquent properties in the City*). Properties will be targeted primarily for affordable, workforce, and market rate housing, with a smaller portion of projects related to side yards, community gardens, and business expansion.

The Land Bank has paid the School District approximately \$1,150,000 between October 2017 and July 2018 relating to the acquisition of 306 properties at Sheriff Sale.

Water Rate Board

Earlier in the year it was reported to the Board that PLB successfully submitted testimony and a brief to the Water Rate Board in May 2018, requesting relief from storm water management fees, an approximate expense of \$300,000 per fiscal year.

In June 2018 the Water Rate Board approved a zero rate for PLB, the rate will take effect in September of 2018 (FY 2019). We are expecting an approximate refund of over \$60,000.

In recent days we have been informed that the Public Interest Law Center acting as the Public Advocate is appealing the entire ruling made by the Water Rate Board and will be filing a stay to stop any further action.

We are in the process of working with PWD to obtain a master bill in the interim and apply any credits. Given the length of time for the legal process we suspect that this will have an adverse effect on our budget because we project a zero rate by the end of the first quarter.

Philadelphia Land Bank Strategic Planning Process

The Philadelphia Land Bank is currently working with Interface Studios LLC for preparation of the 2019 Strategic Plan. This plan will establish 5- year goals for the Land Bank. Interface has been meeting with stake holders to gather their input. Here is the timeline for completion:

| | |
|---|---|
| Kick-off Meeting | No later than July 23, 2018 |
| First Round of Outreach Meetings | Early-August 2018, but to be completed no later than August 17, 2018 |
| First Strategic Plan Draft Completed | September 14, 2018 |
| Preliminary Strategic Plan Published for Public Comment | October 12, 2018 |
| Second Round of Outreach Meetings | Mid/late October, 2018, but to be completed no later than October 19, 2018. |
| Second Strategic Plan Draft Completed | October 26, 2018 |
| Land Bank Public Hearing | No later than November 2, 2018 |
| Final Strategic Plan Provided | November 9, 2018 |
| Final Strategic Plan Adopted by Land Bank Board | November 15, 2018 |
| Final Strategic Plan Introduced to City Council | November 29, 2018 |
| Final Strategic Plan Adopted by City Council | December 6, 2018 |

FY 2018 ACQUISITION SUMMARY 08/23/2018

| | |
|-------------------|-----|
| Total Master List | 317 |
| Acquired | 90 |
| Not Available | 93 |
| US BANK | 23 |
| To Be Acquired | 111 |
| TOTALS | 317 |

| | |
|----------------|-----------------|
| Acquired | \$ 769,793.85 |
| To Be Acquired | \$ 834,415.75 |
| | \$ 1,604,209.60 |

TOTALS

| ACQUISITION TYPE | GOAL | CD 1 | CD 2 | CD 3 | CD 4 | CD 5 | CD 6 | CD 7 | CD 8 | CD 9 | CD 10 | TOTALS | % |
|---------------------------------|--------------|---------------|---------------|--------------|---------------|---------------|---------------|-------------|--------------|------|-----------------|--------|------|
| Side Yards (LOTS) | 81 | 1 | 0 | 0 | 1 | 13 | 0 | 82 | 0 | 0 | 0 | 97 | 120% |
| Total Housing/Mixed Use (UNITS) | 205 | 11 | 12 | 6 | 0 | 81 | 1 | 14 | 1 | 0 | 0 | 127 | 62% |
| 20 % at 30% or below of AMI | 41 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| 30 % at 60% or below of AMI | 62 | 3 | 6 | 5 | 0 | 29 | 0 | 10 | 1 | 0 | 0 | 54 | 87% |
| 25 % at 120% or below of AMI | 51 | 0 | 5 | 0 | 0 | 29 | 0 | 0 | 0 | 0 | 0 | 34 | 67% |
| 25 % non-income restricted | 51 | 8 | 1 | 1 | 0 | 23 | 1 | 4 | 0 | 1 | 0 | 30 | 76% |
| Business Expansions (LOTS) | 6 | 1 | 1 | 1 | 0 | 0 | 0 | 15 | 0 | 0 | 0 | 18 | 300% |
| Gardens/Open Space (LOTS) | 33 | 6 | 2 | 10 | 10 | 10 | 0 | 8 | 0 | 0 | 0 | 46 | 139% |
| UNKNOWN | 0 | 0 | 2 | 6 | 1 | 17 | 0 | 3 | 0 | 0 | 0 | 29 | |
| Total | 19 | 17 | 23 | 12 | 12 | 121 | 1 | 122 | 1 | 1 | 0 | 317 | |
| | \$ 97,354.67 | \$ 115,153.42 | \$ 145,261.09 | \$ 77,954.57 | \$ 793,335.76 | \$ 111,816.01 | \$ 660,964.75 | \$ 2,927.02 | \$ 22,544.41 | \$ - | \$ 1,927,312.30 | | |

ACQUIRED

| ACQUISITION TYPE | GOAL | CD 1 | CD 2 | CD 3 | CD 4 | CD 5 | CD 6 | CD 7 | CD 8 | CD 9 | CD 10 | TOTALS |
|---------------------------------|--------------|--------------|--------------|--------------|---------------|------|---------------|------|------|------|-------|---------------|
| Side Yards (LOTS) | 81 | 2 | 3 | 3 | 0 | 10 | 0 | 26 | 0 | 0 | 0 | 90 |
| Total Housing/Mixed Use (UNITS) | 205 | 2 | 3 | 3 | 0 | 19 | 0 | 5 | 0 | 0 | 0 | 79 |
| 20 % at 30% or below of AMI | 41 | | | | | 11 | | 3 | | | | 15 |
| 30 % at 60% or below of AMI | 62 | | | | | 2 | | 2 | | | | 4 |
| 25 % at 120% or below of AMI | 51 | 2 | 1 | | | 6 | | 3 | | | | 11 |
| 25 % non-income restricted | 51 | 2 | 1 | | | 4 | | 2 | | | | 9 |
| Business Expansions (LOTS) | 6 | | | | 3 | | | 3 | | | | 6 |
| Gardens/Open Space (LOTS) | 33 | | 1 | 1 | 3 | 5 | | 3 | | | | 13 |
| UNKNOWN | 0 | | | | | 38 | 0 | 39 | 0 | 0 | 0 | 77 |
| Total | 2 | 4 | 4 | 3 | 3 | 38 | 0 | 39 | 0 | 0 | 0 | 90 |
| | \$ 24,001.61 | \$ 46,732.17 | \$ 34,185.34 | \$ 19,956.77 | \$ 362,085.83 | \$ - | \$ 282,831.93 | | | | | \$ 769,793.85 |

[illegible][illegible][illegible]

FY 2018 ACQUISITION SUMMARY TO DATE

| ACQUIRED | | | | | | | | | | | | | |
|---------------------------------|------|------|------|------|------|------|------|------|------|------|-------|--------|------|
| ACQUISITION TYPE | GOAL | CD 1 | CD 2 | CD 3 | CD 4 | CD 5 | CD 6 | CD 7 | CD 8 | CD 9 | CD 10 | TOTALS | % |
| Side Yards (LOTS) | 81 | | 2 | 45 | 53 | 22 | | 34 | 11 | | | 172 | 212% |
| Total Housing/Mixed Use (UNITS) | 205 | 2 | 7 | 20 | 1 | 106 | 0 | 12 | 17 | 4 | 0 | 169 | 82% |
| 20 % at 30% or below of AMI | 41 | | | | | | | | | | | | 0% |
| 30 % at 60% or below of AMI | 62 | | 5 | 13 | | 63 | | 11 | 12 | | | 124 | 200% |
| 25 % at 120% or below of AMI | 51 | | 2 | | | 17 | | | | | | 19 | 37% |
| 25 % non-income restricted | 51 | 2 | | 7 | 1 | 6 | | 1 | 5 | 4 | | 26 | 51% |
| Business Expansions (LOTS) | 6 | | | | | 1 | | 5 | | | | 6 | 100% |
| Gardens/Open Space (LOTS) | 33 | | 1 | 3 | 6 | 10 | | 2 | | | 1 | 23 | 70% |
| UNKNOWN | 0 | | | | | | | | | | | 0 | |
| Total | | 2 | 10 | 68 | 60 | 144 | 0 | 53 | 28 | 4 | 1 | 370 | |

RESOLUTION NO. 2018 – _____

**RESOLUTION AUTHORIZING CONVEYANCE OF
1248-52 S. 23rd STREET TO LILY SOUTH 23RD 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 Philadelphia City Council, and subject further to the terms and conditions of Section 16-707; and

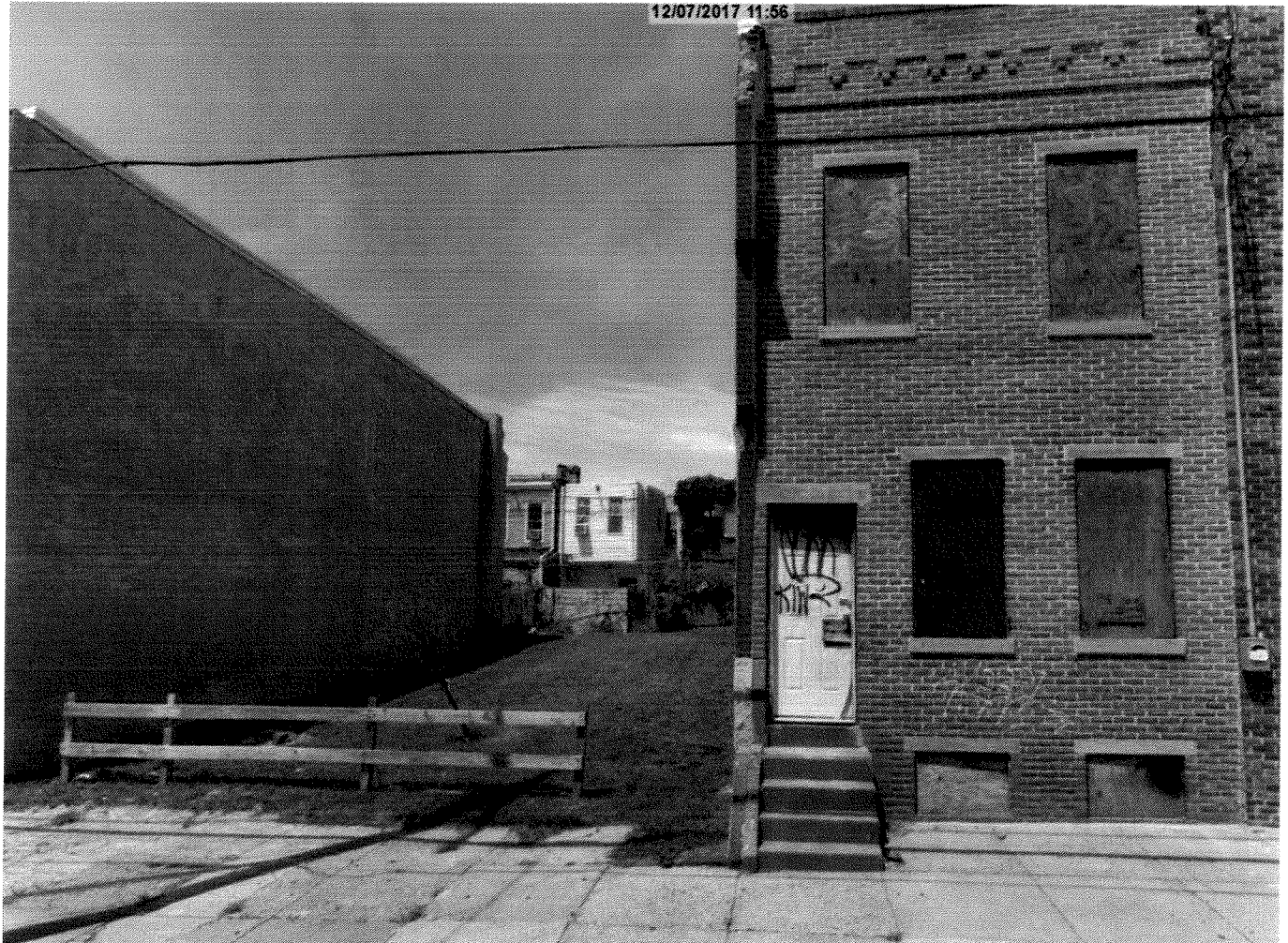
WHEREAS, the Vacant Property Review Committee reviewed the proposed transfer of 1248-52 S. 23rd Street (the "**Property**") at its public meeting held on May 8, 2018 and Philadelphia City Council approved conveyance of the Property by Resolution No. 180575 adopted on June 7, 2018.

WHEREAS, the Board of Directors has determined that it is in the best interest of the Land Bank to convey the Property; and

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

1. The conveyance of the Property to Lily South 23rd Street, LLC for Three Hundred Sixty One Thousand Dollars (\$361,000.00) is in the best interests of the Land Bank and is hereby approved.
2. The conveyance of the Property complies with all terms and conditions of Section 16-707 of the Philadelphia Code.
3. The Executive Director, Director of Real Estate, and Senior Counsel are each hereby authorized, in the name of and on behalf of the Land Bank, to prepare, execute, deliver, and perform any and all agreements, deeds, and other documents as may be necessary or desirable to consummate the conveyance of the Property, which shall contain such terms and conditions as the Executive Director and Senior Counsel shall deem necessary or appropriate, and, when so executed and delivered by the Land Bank shall constitute the valid and binding obligations of the Land Bank.
4. The Executive Director with the advice of Senior Counsel may modify this Resolution as may be necessary or desirable to carry out its purposes and intents.
5. This Resolution shall take effect immediately upon adoption by the Board.

| | |
|--|---|
| Name of Applicant(s): | Robert Volpe |
| Legal Entity, if applicable: | Lily South 23 rd Street, LLC |
| Applicant Mailing Address: | 1508 Walnut Street. Suite 1004, Philadelphia, PA 19102 |
| Application Date: | Was a Competitive Sale. Applications were due April 9, 2018 |
| Property Addresses: | 1248-52 S. 23 rd Street |
| Council District & Zoning: | Council District 2; RSA-5 |
| Accepted Sale Price*: | \$361,000 - Determined by: <input type="checkbox"/> Appraisal <input type="checkbox"/> LAMA UFP <input checked="" type="checkbox"/> Other: <u>Competitive Sale</u> |
| <i>*Unless extraneous conditions apply, sale price and accepted price are the same.</i> | |
| STRATEGIC PLAN GOAL | <input checked="" type="checkbox"/> Housing (FMV) <input type="checkbox"/> Business Expansion <input type="checkbox"/> Side yard <input type="checkbox"/> Garden/Open Space |
| PROPOSED DEVELOPMENT | <input checked="" type="checkbox"/> New Construction (The existing structure will be demolished) <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 -3 single family homes <input type="checkbox"/> Multi-Unit |
| TOTAL SQ FT | Total development: approximately 6,600 Sq. ft. |
| CONSTRUCTION COSTS: | \$669,600 |
| TOTAL PROJECT COSTS: | \$1,144,096 |
| TOTAL PROJECT FUNDING*: | \$1,147,000 Documentation: <input checked="" type="checkbox"/> Yes (Cash Accounts and Loan Commitment) <input type="checkbox"/> No |
| <i>*Applicant must submit Commitment Letter from lender or provide evidence of access to funding prior to Land Bank approval.</i> | |
| Check one: | <input type="checkbox"/> Owner Occupied <input checked="" type="checkbox"/> For Sale to Homebuyer <input type="checkbox"/> Rental /Tenant |
| <p>Project Summary: Lily South 23rd Street, LLC, a sole-purpose entity wholly owned by the principals of Lily Development, is proposing to develop 3 single family units to be sold to owner-occupants at market rate. The lot will be subdivided into 3 equally sized lots of 15 ft. widths and the project will require a zoning variance. An existing vacant unit on the site will be demolished. The proposed units will be built to 3 stories not to exceed 38 ft., including a finished cellar and roof deck, with 3 bedrooms and 2.5 bathrooms. Construction is projected to begin March 2019. The development team has significant experience successfully developing projects of similar type and scope, and Lily Development has built more than 250 homes in the greater Philadelphia area over the past 20 years. The 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. The City's EOP will apply.</p> <p>Recommendation: The proposals received for this competitive bid were submitted to the Competitive Bid Review Panel. The panel recommends the awarding of this proposal to Lily South 23rd Street, LLC</p> | |



RESOLUTION NO. 2018 – ____

RESOLUTION GRANTING AUTHORIZATION TO ACQUIRE PROPERTIES AT JUDICIAL SALE, SUBJECT TO CERTAIN TERMS AND CONDITIONS

WHEREAS, the Commonwealth Land Bank Act, 68 Pa. C.S.A. §§ 2101, *et seq.*, ("**Land Bank Act**") authorizes a land bank to acquire property exposed for sale under the Municipal Claim and Tax Lien Law, 53 P.S. §§ 7101, *et seq.*;

WHEREAS, section 16-705(2) of the Philadelphia Code authorizes the Philadelphia Land Bank ("**Land Bank**") to acquire real property or interests in real property through all legal means, subject to certain stated terms and conditions;

WHEREAS, section 16-705(3)(b) of the Philadelphia Code authorizes the Land Bank to acquire tax delinquent properties at judicial sales conducted by, or on behalf of, the City of Philadelphia ("**Judicial Sale Properties**");

WHEREAS, the Board of Directors of the Philadelphia Land Bank (the "**Board**") finds the acquisition of Judicial Sale Properties can be better managed by delegating the authority to bid for and acquire Judicial Sale Properties pursuant to the terms of this Resolution.

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

1. The Board Chair, Board Vice-Chair, and Executive Director are each hereby individually authorized to bid for and acquire Judicial Sale Properties on behalf of the Land Bank in accordance with this Resolution, the Land Bank Act, the Philadelphia Code, and any Memorandums of Understanding to which the Land Bank is a party.
2. The maximum expenditure for acquisition of Judicial Sale Properties authorized by this Resolution is _____ Dollars (\$ _____) without further approval or authorization from the Board (the "**Spending Limit**").
3. The Board Chair, Board Vice-Chair, and Executive Director are each hereby individually further authorized to designate any Judicial Sale Properties as approved for acquisition in connection with the acquisition of Judicial Sale Properties pursuant to this Resolution.
4. The authority granted in this Resolution is in addition to any other authority to acquire Judicial Sale Properties granted in any other resolution. This Resolution shall not affect, or be deemed to reduce, any authority or amounts to acquire Judicial Sale Properties which the Board has granted or authorized in any other resolution.
5. For all Judicial Sale Properties acquired under this Resolution, the Executive Director shall report at each Regular Meeting of the Board on a cumulative basis: (a) the property address; (b) the amount paid; and (c) the proposed disposition use of the property. Land Bank staff shall provide such other information to allow the Board to properly supervise and control this delegation of authority.

6. Those Land Bank staff authorized to execute and deliver documents on behalf of the Land Bank under Resolution 2017-43 are hereby authorized to execute and deliver any and all applications, contracts, and other documentation necessary or desirable to carry out the purposes and intents of this Resolution.
7. The Executive Director with the advice of Senior Counsel may modify this Resolution as may be necessary or desirable to carry out its purposes and intents.
8. The authorization provided in this Resolution shall expire on December 31, 2018 unless extended by further action by the Board.
9. This Resolution shall take effect immediately upon adoption by the Board.

RESOLUTION NO. 2018 – ____

**RESOLUTION AUTHORIZING PERSONNEL TO EXECUTE SETTLEMENT SHEETS
AND TITLE AFFIDAVITS ON BEHALF OF PHILADELPHIA LAND BANK UPON
APPROVAL OF THE EXECUTIVE DIRECTOR, DIRECTOR OF REAL ESTATE, OR
SENIOR COUNSEL**

WHEREAS, the Board of Directors of the Philadelphia Land Bank (“**Board**”) has determined that it is in the best interests of the Land Bank to authorize certain Land Bank staff with the authority to execute settlement sheets and title affidavits on behalf of the Land Bank upon approval of either the Executive Director, Director of Real Estate, or Senior Counsel.

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

1. Resolution 2018-41 is hereby rescinded.
2. Daiana Ramos is hereby authorized to execute and sign settlement sheets and title affidavits on behalf of the Land Bank only when such settlement sheet and title affidavit has been reviewed and approved by either the Executive Director, Director of Real Estate, or Senior Counsel.
3. The Executive Director with the advice of Senior Counsel may modify this Resolution as may be necessary or desirable to carry out its purposes and intents.
4. The execution of any settlement sheets by Daiana Ramos prior to the effectiveness of this Resolution is hereby ratified and confirmed.
5. This Resolution shall take effect immediately upon adoption by the Board.