



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

**Board of Director's Meeting
March 20, 2019 - 3:00 PM
Agenda**

1. Roll Call
2. Public Comment
3. Approval of Minutes for the Meeting of February 27, 2019.
4. Property Dispositions
 - 250 W. Thayer Street
5. Resolution Granting Authorization to Acquire Properties at Judicial Sale, Subject to Certain Terms and Conditions
6. Resolution Authorizing an Amendment to the Professional Services Agreement Between Philadelphia Land Bank and Interface Studio LLC for 2019 Strategic Plan
7. Resolution Approving Assumption of Notes and Mortgages from the Philadelphia Redevelopment Authority
8. Resolution Authorizing a Memorandum of Understanding between the City of Philadelphia and the Philadelphia Land Bank Regarding Certain Property Dispositions
9. Resolution Authorizing Agreements for the Payment of U.S. Bank Liens
10. Resolution Authorizing Agreements to Engage Legal Counsel
11. Executive Director's Report (including update on property transfers, acquisition, and sales)
12. Adjournment

THIS MEETING IS OPEN TO THE PUBLIC

PHILADELPHIA LAND BANK

BOARD MEETING MINUTES

A Rescheduled Meeting of the Board of Directors of the Philadelphia Land Bank was held on Wednesday, February 27, 2019 commencing at 3:00 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. Dunbar called the meeting to order at 3:14 pm.

Mr. Dunbar announced that Agenda Item 3 is being tabled.

ANNOUNCEMENT

Steve Cusano, Senior Counsel, announced that prior to today's Public Session, the Board held an Executive Session in which the Board listened to a presentation from the Executive Director regarding the Land Bank's financial status.

Agenda Item 1 **Roll Call**

The following members of the Board of Directors reported present: Christian Dunbar, Jennifer Kates, Michael Koonce, Paulette Adams, Dominique Casimir, Richard DeMarco, Majeedah Rashid, Rick Sauer, Josh Harris, and Michael Johns.

The following members of the Board of Directors were not present: Courtney Voss

The following staff members were present: Angel Rodriguez, Christi Jackson, Jamila Davis, Steve Cusano, Esq., Marla Clark, Carolyn Terry, and Andrea Saah, Esq.

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**

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 January 16, 2019.

Mr. Sauer made a motion to approve the minutes of the Board meeting of January 16, 2019. The motion was seconded by Ms. Adams.

Upon motion made and duly seconded, the Board approved the minutes of the January 16, 2019 Board meeting.

Agenda Item 4

Resolution Authorizing a Memorandum of Understanding between the City of Philadelphia and the Philadelphia Land Bank Regarding VPRC Property Dispositions

This agenda item was tabled.

Agenda Item 5

Executive Director's Report

Mr. Rodriguez provided the Board with an update regarding acquisitions for fiscal year 2019 pursuant to the report attached to these minutes as Exhibit A. Mr. Rodriguez informed the Board that the Land Bank may need to seek additional properties for acquisition if not enough "approved" and "on-hold" properties become available at sheriff sale before the end of the fiscal year. The Board asked questions which Mr. Rodriguez answered.

Mr. Rodriguez then provided the Board with an update regarding dispositions for fiscal year 2019 pursuant to the report attached to these minutes as Exhibit B. The Board asked questions which Mr. Rodriguez answered.

Mr. Rodriguez then informed the Board of the recently issued RFP for affordable housing in the Second Council District. He also informed the Board that 11 properties in the Second Council District were recently posted for competitive sale and that 8 properties in the First, Second, and Third Council Districts were also recently posted for competitive sale. Mr. Rodriguez further informed the Board of the dates these sales were posted and when proposals are due.

Mr. Rodriguez informed the Board of the status of the Strategic Plan – specifically, stakeholder meetings will soon be scheduled, and that Interface will discuss the acquisition and disposition policies with members of City Council. He also informed the Board of additional costs with the strategic plan due to additional work needing to be completed.

Mr. Koonce then asked a question about whether the HACE project will have a self-amortizing mortgage. Mr. Cusano responded that the mortgage is not self-amortizing but will have a balloon payment at the end of the term. Mr. Koonce then pointed out that the \$680,000 in revenue expected from the HACE project should not be shown on the disposition report. Mr. Rodriguez agreed and thanked Mr. Koonce for pointing that out.

Mr. Rodriguez informed the Board that these reports will be used going forward to standardize how acquisition and dispositions are presented to the Board and that the Land Bank will also make these reports available on the website.

Mr. Cusano provided the Board with a current list of all license agreements attached to these minutes as Exhibit C and answered questions regarding the list.

Agenda Item 6
Adjournment

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

Mr. Koonce made a motion to adjourn the meeting. Ms. Casimir seconded the motion.

Upon motion made and duly seconded, the Board approved to adjourn the meeting. The meeting was adjourned at 3:40 p.m.

SECRETARY TO THE BOARD

Exhibit A

		Property Address	CD	Date of Sheriff Sale	Proposed Use	Zoning Code	OPA Total Land Value	Actual Amount Paid to Acquire (incl servicer fees)
1	FIRST QUARTER	1 1750 N CROSKEY ST	5	7/18/2018	Affordable Housing	RSA5	\$3,600.00	\$3,600.00
2		2 4149 W GIRARD AVE	3	7/18/2018	Community Garden	RM1	\$20,100.00	\$13,673.16
3		3 110 E WISHART ST	7	7/24/2018	Sideyard	RM1	\$3,800.00	\$4,700.00
4		4 1614 N BAILEY ST	5	7/24/2018	Affordable Housing	RSA5	\$7,000.00	\$7,900.00
5		5 1749 N 26TH ST	5	7/24/2018	Affordable Housing	RSA5	\$6,200.00	\$7,100.00
6		6 1952 S REDFIELD ST	2	7/24/2018	Sideyard	RM1	\$8,100.00	\$9,000.00
7		7 2054 N 5TH ST	7	7/24/2018	Sideyard	RM1	\$15,400.00	\$13,611.77
8		8 2201 N 8TH ST	5	7/24/2018	Affordable Housing	CMX2	\$5,500.00	\$6,400.00
9		9 2231 N 19TH ST	5	7/24/2018	Affordable Housing	RSA5	\$7,400.00	\$8,300.00
10		10 2247 N 19TH ST	5	7/24/2018	Affordable Housing	RSA5	\$7,200.00	\$8,100.00
11		11 2300 EMERALD ST	7	7/24/2018	Community Garden	RSA5	\$15,100.00	\$7,825.06
12		12 2314 N 5TH ST	7	7/24/2018	Sideyard	CMX2	\$5,100.00	\$6,000.00
13		13 2351 NICHOLAS ST	5	7/24/2018	Affordable Housing	CMX2	\$4,100.00	\$5,000.00
14		14 237 W THAYER ST	7	7/24/2018	Sideyard	RM1	\$6,700.00	\$7,600.00
15		15 2411 CLIFFORD ST	5	7/24/2018	Affordable Housing	RM1	\$10,400.00	\$11,300.00
16		16 2422 CLIFFORD ST	5	7/24/2018	Affordable Housing	RM1	\$14,800.00	\$15,700.00
17		17 2434 CLIFFORD ST	5	7/24/2018	Affordable Housing	RM1	\$14,800.00	\$13,102.01
18		18 2443 SEYBERT ST	5	7/24/2018	Affordable Housing	RM1	\$6,000.00	\$6,900.00
19		19 250 W THAYER ST	7	7/24/2018	Sideyard	RM1	\$4,462.00	\$7,600.00
20		20 2506 N 11TH ST	5	7/24/2018	Community Garden	RM1	\$14,800.00	\$13,687.59
21		21 2514 NICHOLAS ST	5	7/24/2018	Sideyard	RSA5	\$6,600.00	\$7,500.00
22		22 2521 ANNIN ST	2	7/24/2018	Housing	RM1	\$5,300.00	\$6,200.00
23		23 2534 RIDGE AVE	5	7/24/2018	Garden/Open Space	RM1	\$7,700.00	\$8,600.00
24		24 1007 S FRAZIER ST	3	7/26/2018	Sideyard	RM1	\$9,600.00	\$10,500.00
25		25 1437 OGDEN ST	5	7/26/2018	Workforce Housing	IRMX	\$35,800.00	\$23,474.64
26		26 2113 W OXFORD ST	5	7/26/2018	Affordable Housing	CMX2	\$3,000.00	\$3,900.00
27		27 2140 N 30TH ST	5	7/26/2018	Affordable Housing	RSA5	\$5,600.00	\$6,500.00
28		28 2330 W MONTGOMERY AVE	5	7/26/2018	Affordable Housing	RSA5	\$7,400.00	\$8,300.00
29		29 2332 W MONTGOMERY AVE	5	7/26/2018	Affordable Housing	RSA5	\$8,900.00	\$9,800.00
30		30 5327 PENTRIDGE ST	3	7/26/2018	Development Site	RM1	\$17,400.00	\$17,640.59
31		31 5331 PENTRIDGE ST	3	7/26/2018	Development Site	RM1	\$17,400.00	\$18,300.00
32		32 19 N PAXON ST	3	8/15/2018	Sideyard	RM1	\$20,900.00	\$9,924.57
33		33 4560 N BOUVIER ST	8	8/15/2018	Development Site	RM1	\$5,900.00	\$5,900.00
34		34 1725 N 26TH ST	5	8/21/2018	Affordable Housing	RSA5	\$6,200.00	\$7,100.00

35	35	1727 N STILLMAN ST	5	8/21/2018	Sideyard	RSA5	\$3,100.00	\$4,000.00
36	36	1747 N 26TH ST	5	8/21/2018	Affordable Housing	RSA5	\$6,200.00	\$7,100.00
37	37	1820 N MARSHALL ST	5	8/21/2018	Development Site	RM1	\$16,800.00	\$7,493.14
38	38	2036 N 29TH ST	5	8/21/2018	Sideyard	RSA5	\$5,000.00	\$5,900.00
39	39	2118-20 W GODFREY AVE	8	8/21/2018	Housing	RM1	\$38,100.00	\$10,450.06
40	40	2236 N 7TH ST	5	8/21/2018	Development Site	RM1	\$15,000.00	\$12,075.15
41	41	2429 SEYBERT ST	5	8/21/2018	Affordable Housing	RM1	\$6,000.00	\$6,900.00
42	42	2434 N CHADWICK ST	5	8/21/2018	Sideyard	RSA5	\$5,300.00	\$6,200.00
43	43	2447 SEYBERT ST	5	8/21/2018	Development Site	RM1	\$6,000.00	\$6,900.00
44	44	2524 TURNER ST	5	8/21/2018	Affordable Housing	RSA5	\$4,300.00	\$5,200.00
45	45	2540 RIDGE AVE	5	8/21/2018	Sideyard	RM1	\$6,900.00	\$7,800.00
46	46	2606 W MONTGOMERY AVE	5	8/21/2018	Affordable Housing	RSA5	\$6,200.00	\$7,100.00
47	47	2625 W MONTGOMERY AVE	5	8/21/2018	Affordable Housing	RSA5	\$6,400.00	\$7,300.00
48	48	2748 N 2ND ST	7	8/21/2018	Sideyard	RM1	\$12,600.00	\$12,420.47
49	49	2806 CECIL B MOORE AVE	5	8/21/2018	Affordable Housing	RM1	\$9,700.00	\$10,600.00
50	50	2821 N HOWARD ST	7	8/21/2018	Sideyard	RM1	\$11,400.00	\$12,300.00
51	51	2831 W HAROLD ST	5	8/21/2018	Sideyard	RSA5	\$5,200.00	\$6,100.00
52	52	2913 CECIL B MOORE AVE	5	8/21/2018	Affordable Housing	RSA5	\$8,200.00	\$9,100.00
53	53	2916 RIDGE AVE	5	8/21/2018	Development Site	CMX2	\$4,900.00	\$5,800.00
54	54	301 W SUSQUEHANNA AVE	7	8/21/2018	Sideyard	I2	\$7,200.00	\$8,100.00
55	55	3110 W YORK ST	5	8/21/2018	Open Space	RSA5	\$2,900.00	\$3,800.00
56	56	3112 W YORK ST	5	8/21/2018	Open Space	RSA5	\$2,900.00	\$3,800.00
57	57	3124 TASKER ST	2	8/21/2018	Workforce Housing	RSA5	\$45,700.00	\$40,787.98
58	58	3340 H ST	7	8/21/2018	Sideyard	RSA5	\$9,200.00	\$10,100.00
59	59	3432 N BODINE ST	7	8/21/2018	Sideyard	RM1	\$6,800.00	\$7,700.00
60	60	3818 POPLAR ST	3	8/21/2018	Sideyard	RM1	\$15,600.00	\$10,793.81
61	61	428 DIAMOND ST	7	8/21/2018	Sideyard	CMX2	\$5,500.00	\$6,400.00
62	62	4405 BROWN ST	3	8/21/2018	Affordable Housing	RM1	\$4,600.00	\$5,500.00
63	63	6060 LIMEKILN PIKE	8	8/21/2018	Housing	RM1	\$126,500.00	\$25,740.34
64	64	1741 N NEWKIRK ST	5	8/23/2018	Sideyard	RSA5	\$3,700.00	\$5,813.33
65	65	1823 S 57TH ST	3	8/23/2018	Sideyard	RM1	\$6,000.00	\$6,900.00
66	66	1961 S ITHAN ST	3	8/23/2018	Sideyard	RM1	\$8,100.00	\$9,000.00
67	67	2219 N UBER ST	5	8/23/2018	Affordable Housing	RSA5	\$5,400.00	\$10,200.00
68	68	2227 N UBER ST	5	8/23/2018	Affordable Housing	RSA5	\$9,300.00	\$10,140.16
69	69	2532 W SELTZER ST	4	8/23/2018	Sideyard	RSA5	\$3,400.00	\$4,300.00
70	70	3842 WYALUSING AVE	3	8/23/2018	Sideyard	RM1	\$10,900.00	\$11,300.00
71	71	5455 REGENT ST	3	8/23/2018	Sideyard	RM1	\$7,100.00	\$8,000.00
72	72	5617 ELLIOTT ST	3	8/23/2018	Sideyard	RM1	\$7,700.00	\$8,600.00
73	73	5939 SPRINGFIELD AVE	3	8/23/2018	Sideyard	RM1	\$10,200.00	\$11,100.00
74	74	2255 N 19TH ST	5	9/18/2018	Affordable Housing	RSA5	\$7,200.00	\$8,100.00

75	75	3029 CLIFFORD ST	5	9/18/2018	Affordable Housing	RSA5	\$7,100.00	\$8,000.00
76	76	526 DIAMOND ST	7	9/18/2018	Commercial Site Assembly	CMX2	\$5,200.00	\$6,100.00
77	77	527 W MONTGOMERY AVE	7	9/18/2018	Development Site	RM1	\$17,200.00	\$18,100.00
78	78	536 DIAMOND ST	7	9/18/2018	Commercial Site Assembly	CMX2	\$5,300.00	\$6,200.00
79	79	5440 LUDLOW ST	3	9/18/2018	Community Use	RM1	\$19,800.00	\$14,670.73
80	80	5442 LUDLOW ST	3	9/18/2018	Community Use	RM1	\$19,800.00	\$15,910.78
81	81	5444 LUDLOW ST	3	9/18/2018	Community Use	RM1	\$19,800.00	\$15,002.39
82	82	709 N DE KALB ST	3	9/18/2018	Market Rate	RM1	\$7,800.00	\$8,700.00
83	83	710 N 36TH ST	3	9/18/2018	Market Rate	RSA3	\$9,300.00	\$7,982.98
84	84	725 W CUMBERLAND ST	5	9/18/2018	Community Garden	RM1	\$14,200.00	\$15,100.00
85	85	727 W CUMBERLAND ST	5	9/18/2018	Community Garden	RM1	\$14,200.00	\$8,727.29
86	86	852 UNION ST	3	9/18/2018	Affordable Housing	RM1	\$7,900.00	\$8,800.00
87	87	2120 N REESE ST	7	9/19/2018	Housing	RM1	\$7,000.00	\$4,972.08
88	88	2122 N REESE ST	7	9/19/2018	Housing	RM1	\$7,000.00	\$3,505.41
89	89	2124 N REESE ST	7	9/19/2018	Housing	RM1	\$7,000.00	\$5,096.54
90	90	3134 W GORDON ST	5	9/19/2018	Affordable Housing	RSA5	\$2,800.00	\$2,800.00
91	91	5618 HEISKELL ST	8	9/19/2018	Sideyard	RSA5	\$4,400.00	\$4,400.00
92	92	1551 N 9TH ST	5	9/20/2018	Affordable Housing	RM1	\$19,400.00	\$20,162.18
93	93	1614-18 N 22ND ST	5	9/20/2018	Commercial Expansion	CMX2	\$17,100.00	\$18,000.00
94	94	2259-63 GERMANTOWN AVE	5	9/20/2018	Commercial Site Assembly	CMX2	\$12,400.00	\$13,300.00
95	1	2227 N 5TH ST	7	10/16/2018	Housing	RM1	\$8,400.00	\$8,893.78
96	2	2563 N LEITHGOW ST	7	10/16/2018	Housing	RM1	\$1,700.00	\$2,600.00
97	3	2957 N ORKNEY ST	7	10/16/2018	Housing	RM1	\$1,800.00	\$2,700.00
98	4	3336 WATERLOO ST	7	10/16/2018	Sideyard	RM1	\$8,000.00	\$8,900.00
99	5	4900 W THOMPSON ST	3	10/16/2018	Affordable Housing	CMX2	\$12,600.00	\$13,600.00
100	6	5817 BELMAR ST	3	10/16/2018	Sideyard	RM1	\$7,700.00	\$7,204.75
101	7	647 N 43RD ST	3	10/16/2018	Community Use	RM1	\$34,400.00	\$7,852.90
102	8	1023 W CUMBERLAND ST	5	10/17/2018	Community Garden	CMX2	\$3,800.00	\$3,800.00
103	9	1937 E DAUPHIN ST	7	10/17/2018	Community Garden	RM1	\$25,900.00	\$9,961.49
104	10	2125 N 18TH ST	5	10/17/2018	Affordable Housing	RM1	\$50,200.00	\$6,401.18
105	11	2126 N REESE ST	7	10/17/2018	Housing	RM1	\$7,000.00	\$3,921.38
106	12	2242 N LAWRENCE ST	7	10/17/2018	Housing	RM1	\$8,000.00	\$5,419.34
107	13	2402 JEFFERSON ST	5	10/17/2018	Affordable Housing	RM1	\$6,100.00	\$6,100.00
108	14	2546 TURNER ST	5	10/17/2018	Affordable Housing	RSA5	\$4,600.00	\$7,926.31
109	15	2916 MASCHER ST	7	10/17/2018	Sideyard	RM1	\$7,900.00	\$5,441.40
110	16	3003 WHARTON ST	2	10/17/2018	Affordable Housing	RSA5	\$15,500.00	\$5,323.99
111	17	3117 CLIFFORD ST	5	10/17/2018	Affordable Housing	RSA5	\$12,900.00	\$8,288.40
112	18	3714 BROWN ST	3	10/17/2018	Community Garden	RSA3	\$8,100.00	\$4,056.69

SECOND QUARTER

113	19	3906 W GIRARD AVE	3	10/17/2018	Affordable Housing	RSA3	\$25,900.00	\$5,685.39
114	20	505 DIAMOND ST	7	10/17/2018	Sideyard	RM1	\$8,500.00	\$8,061.90
115	21	5423-27 LENA ST	8	10/17/2018	Affordable Housing	RSA5	\$151,200.00	\$95,990.76
116	22	1446 N MARSTON ST	5	10/18/2018	Affordable Housing	RSA5	\$5,200.00	\$6,100.00
117	23	1514 N MARSTON ST	5	10/18/2018	Market Rate	RSA5	\$4,900.00	\$5,800.00
118	24	1537 N 28TH ST	5	10/18/2018	Workforce Housing	RSA5	\$4,900.00	\$5,800.00
119	25	1547 N MARSTON ST	5	10/18/2018	Market Rate	RSA5	\$5,000.00	\$5,900.00
120	26	1615 W FLORA ST	5	10/18/2018	Affordable Housing	RM1	\$19,200.00	\$8,688.79
121	27	1726 N BODINE ST	7	10/18/2018	Sideyard	RM1	\$37,900.00	\$9,004.26
122	28	1728 N BODINE ST	7	10/18/2018	Sideyard	RM1	\$37,900.00	\$8,836.65
123	29	1921 S 6TH ST	1	10/18/2018	Market Rate	CMX2	\$14,700.00	\$11,324.85
124	30	2030 GERMANTOWN AVE	7	10/18/2018	Commercial	CMX2	\$5,000.00	\$5,900.00
125	31	2038 GERMANTOWN AVE	7	10/18/2018	Commercial	CMX2	\$3,600.00	\$4,500.00
126	32	2326 N 10TH ST	5	10/18/2018	Community Garden	CMX2	\$4,000.00	\$4,900.00
127	33	2351 N ORIANNA ST	7	10/18/2018	Sideyard	RM1	\$6,400.00	\$7,300.00
128	34	2478 EMERALD ST	1	10/18/2018	Market Rate	CMX1	\$10,900.00	\$8,805.57
129	35	2480 EMERALD ST	1	10/18/2018	Market Rate	CMX1	\$10,800.00	\$10,740.37
130	36	2503 N WARNOCK ST	5	10/18/2018	Community Garden	RM1	\$9,500.00	\$9,054.12
131	37	2509 N WARNOCK ST	5	10/18/2018	Community Garden	RM1	\$9,500.00	\$9,339.19
132	38	2511 N WARNOCK ST	5	10/18/2018	Community Garden	RM1	\$9,500.00	\$10,400.00
133	39	2958 N ORKNEY ST	7	10/18/2018	Sideyard	CMX2	\$1,800.00	\$2,700.00
134	40	2967 N FAIRHILL ST	7	10/18/2018	Community Garden	RM1	\$8,500.00	\$9,400.00
135	41	3626 BROWN ST	3	10/18/2018	Market Rate	RM1	\$9,525.00	\$27,098.34
136	42	4041 N 9TH ST	7	10/18/2018	Sideyard	RM1	\$7,000.00	\$7,900.00
137	43	4422 ELIZABETH ST	7	10/18/2018	Sideyard	RM1	\$18,200.00	\$11,708.67
138	44	1761 N CROSKEY ST	5	11/14/2018	Affordable Housing	RM1	\$3,800.00	\$3,800.00
139	45	1853 E ONTARIO ST	1	11/14/2018	Sideyard	RM1	\$7,600.00	\$6,976.55
140	46	1946 E YORK ST	7	11/14/2018	Sideyard	RM1	\$44,800.00	\$8,778.61
141	47	1814 N MARSHALL ST	5	11/27/2018	Affordable Housing	RM1	\$17,900.00	\$8,346.56
142	48	1530 N DARIEN ST	5	11/29/2018	Workforce Housing	RM1	\$16,200.00	\$6,246.74
143	49	1609 W FLORA ST	5	11/29/2018	Affordable Housing	RM1	\$18,400.00	\$8,524.63
144	50	1707 N 55TH ST	4	11/29/2018	Community Garden	RM1	\$7,400.00	\$8,300.00
145	51	1731 N 29TH ST	5	11/29/2018	Affordable Housing	RSA5	\$6,900.00	\$6,986.34
146	52	221 W SERGEANT ST	7	11/29/2018	Sideyard	I2	\$1,800.00	\$2,700.00
147	53	2222 PALETHORP ST	7	11/29/2018	Sideyard	RSA5	\$9,900.00	\$6,021.33
148	54	2355 N ORIANNA ST	7	11/29/2018	Sideyard	RM1	\$6,400.00	\$6,188.36
149	55	2R NOLANS CT	5	11/29/2018	Sideyard	IRMX	\$19,600.00	\$13,660.73
150	56	4205 N 9TH ST	7	11/29/2018	Community Garden	RM1	\$7,000.00	\$6,045.02
151	57	1563 N DARIEN ST	5	12/19/2018	Workforce Housing	RM1	\$2,400.00	\$2,400.00
152	58	2535 N ORKNEY ST	7	12/19/2018	Sideyard	RM1	\$1,800.00	\$1,800.00

153		59	5655 SPRAGUE ST	8	12/19/2018	Market Rate	RM1	\$6,900.00	\$6,900.00
154		1	1933 N DARIEN ST	5	1/16/2019	Affordable Housing	RM1	\$11,000.00	\$4,235.08
155		2	3902 W GIRARD AVE	3	1/16/2019	Affordable Housing	RSA3	\$27,200.00	\$12,357.79
156		3	1934 W YORK ST	5	1/22/2019	Affordable Housing	RSA5	\$6,000.00	\$6,900.00
157		4	5740 BELMAR ST	3	1/22/2019	Affordable Housing	RM1	\$4,000.00	\$7,400.00
158		5	619 N CREIGHTON ST	3	1/22/2019	Housing	RSA5	\$3,570.00	\$7,200.00
159		6	915 W SUSQUEHANNA AVE	5	1/22/2019	Affordable Housing	RM1	\$14,000.00	\$14,350.56
160		7	1820 W TIOGA ST	8	1/24/2019	Community Use	RSA3	\$7,480.00	\$33,476.29
161		8	2055 S 57TH ST	3	1/24/2019	Sideyard	RM1	\$7,845.00	\$9,756.11
162		9	1529 N 9TH ST	5	2/19/2019	Market Rate	RM1	\$17,500.00	\$16,869.07
163		10	2163 N DOVER ST	5	2/19/2019	Housing	RSA5	\$2,900.00	\$3,800.00
164		11	2442 N DELHI ST	5	2/19/2019	Affordable Housing	RM1	\$8,900.00	\$6,996.34
165		12	25 DEARBORN ST	3	2/19/2019	Affordable Housing	RSA5	\$4,700.00	\$5,600.00
166		13	259 W YORK ST	7	2/19/2019	Affordable Housing	CMX2	\$2,900.00	\$3,800.00
167		14	4846 TACKAWANNA ST	7	2/19/2019	Sideyard	RSA5	\$12,600.00	\$13,500.00
168		15	1445 N PERTH ST	5	2/21/2019	Workforce Housing	RM1	\$2,600.00	\$3,500.00
169		16	1931 N ORIANNA ST	7	2/21/2019	Sideyard	RM1	\$12,100.00	\$10,149.80
170		17	2016 N RANDOLPH ST	7	2/21/2019	Commercial Site	CMX2	\$14,000.00	\$9,319.10
171		18	2170 N FRANKLIN ST	5	2/21/2019	Affordable Housing	CMX2	\$6,300.00	\$7,200.00
172		19	2318 N 10TH ST	5	2/21/2019	Community Garden	CMX2	\$5,700.00	\$6,600.00
173		20	2320 N 10TH ST	5	2/21/2019	Community Garden	CMX2	\$5,500.00	\$6,400.00
174		21	2330 N 10TH ST	5	2/21/2019	Community Garden	CMX2	\$4,100.00	\$5,000.00
175		22	2703 W GEORGE ST	5	2/21/2019	Affordable Housing	RSA5	\$5,800.00	\$6,700.00
176		23	2964 N ORKNEY ST	7	2/21/2019	Sideyard	CMX2	\$1,800.00	\$2,700.00
177		24	3616 ASPEN ST	3	2/21/2019	Affordable Housing	RSA3	\$9,600.00	\$8,648.58
178		25	942 N 13TH ST	5	2/21/2019	Market Rate	CMX4	\$7,700.00	\$8,600.00

THIRD QUARTER (through Feb. 2019)

Exhibit B

City Council Res. No.	PLB Board Res. Adopted	PLB Board Res. No.	No. of Lots	Council District	Date Settled	Price	Notes	Housing - # of Lots	# of Units 30% AMI	# of Units 60% AMI	# of Units 120% AMI	# of Units Market	Housing - Total # of Units	Sideyard	Garden/Open Sp.	Business Expansion/Commercial
1069	12/8/2016	2016-24	1	5	1/9/2017	\$12,500	single-family housing homeownership (approved under old PHDC program that PHDC had never completed)	1			1		1			
1037	6/9/2016	2016-8	1	5	1/16/2017	\$130,000	single-family market rate homeownership (approved under previous disposition policy)	1				1	1			
1052	12/8/2016	2016-33	7	5	3/21/2017	\$7,000	single-family workforce housing homeownership (approved under previous disposition policy)	7			7		7			
10032	2/9/2017	2017-17, 18, 19	3	5	4/12/2017	\$89,000	single-family market rate homeownership (approved under previous disposition policy)	3				3	3			
10033	2/9/2017	2017-14	1	5	4/13/2017	\$45,000	single-family market rate homeownership (approved under previous disposition policy)	1				1	1			
10072	1/19/2017	2017-3	1	7	5/4/2017	\$6,283	sideyard (with self-amortizing mortgage, approved under previous disposition policy)							1		
10070	1/19/2017	2017-4	1	7	5/4/2017	\$23,530	sideyard (with self-amortizing mortgage, approved under previous disposition policy)							1		
10050	2/9/2017	2017-21	1	7	5/16/2017	\$10,476	sideyard (with self-amortizing mortgage, approved under previous disposition policy)							1		
10575	5/8/2017	2017-31	2	5	6/28/2017	\$2	swap for 1914 N 8th St needed by PHA for Norris Choice NI	2				2	2			
			18			\$323,791		15	0	0	8	7	15	3	0	0

10/27/2016	160925	12/8/2016	2016-22	60	5	7/12/2017	\$1	multi-family very low-income and low-income rentals (approved under previous disposition policy)	60	9	80				17			
4/23/2017	170369	5/11/2017	2017-26	1	5	8/23/2017	\$55,245	single-family market rate homeownership	1						1			
2/2/2017	170035	2/9/2017	2017-13	8	5	8/24/2017	\$151,000	mixed single-family and multi-family workforce housing and market rate homeownership (approved under previous disposition policy)	8				6	3	9			
2/23/2017	170154	3/9/2017	2017-23	1	1	8/24/2017	\$65,000	single-family market rate homeownership (approved under previous disposition policy)	1						1			
2/2/2017	170050	2/9/2017	2017-22	1	7	8/28/2017	\$18,624	sideyard (with self-amortizing mortgage, approved under old disposition policy)								1		
4/27/2017	170369	5/11/2017	2017-27	3	5	9/14/2017	\$435,000	mixed single-family and multi-family workforce housing and market rate homeownership	3				3	4	7			
2/2/2017	170036	2/9/2017	2017-16	1	5	11/9/2017	\$302,500	multi-family market rate homeownership (approved under previous disposition policy)	1					6	6			
2/2/2017	170034	2/9/2017	2017-15	1	5	12/12/2017	\$175,000	multi-family market rate homeownership (approved under previous disposition policy)	1					3	3			
1/25/2018	171136	2/15/2018	2018-2	1	5	3/2/2018	\$1	sideyard								1		
9/21/2017	170737	11/9/2017	2017-50	1	5	3/19/2018	\$14,826	multi-family market rate rental	1					2	2			
				78			\$1,217,197		76	9	80	9	20	118	2	0	0	
2/27/2019																		

11/29/2018	181016	1/16/2019	2019-1	1	2	2/12/2019	\$1	sideyard (with 30-yr self-extinguishing mortgage)										1	
2/7/2019	190076	7/12/2018	2018-31	1	8	2/12/2019	\$1	low-income housing preservation	1										
				41			\$446,664		32	26	11	42	9	88	5	4	0		
				137			\$1,987,652		123	35	91	59	36	221	10	4	0		

Exhibit C

**Philadelphia Land Bank
Individual Garden Agreements
As of February 27, 2019**

	lease date	CD	Location
1	08/11/17	1	2147 E Monmouth St
2	08/15/17	1	100 Emily St
3	10/15/17	7	158 W Wyoming Ave
4	02/15/18	7	2934 Gransback St
5	02/22/18	7	266 W Wensley St
6	02/23/18	5	2855 N Watts St
7	03/15/18	7	2533 N 02nd St
8	03/15/18	1	2144 E Birch St
9	03/19/18	5	2340 N 19th St
10	05/03/18	5	1106 North Street
11	05/03/18	7	2131 N Orianna St
12	05/11/18	5	1532 Seybert St
13	05/17/18	2	1812 Latona St
14	06/08/18	7	2349 N Orkney St
15	06/08/18	7	2347 N Orkney St
16	06/08/18	7	2637 N Waterloo Street
17	06/21/18	7	12 E Montgomery Ave
18	06/28/18	7	2518 Hope St
19	06/29/18	7	362 E Indiana Ave
20	07/16/18	2	2714-16 Oakford Street
21	07/19/18	7	2727 Waterloo Street
22	08/27/18	7	3519 N Marshall Street
23	09/01/18	5	2321 N Orkney Street
24	09/24/18	5	2449 N Marston Street
25	10/02/18	5	3054 N Darien Street

26	10/04/18	5	1308-14 N Orianna Street
27	01/01/18	5	2937 N 08th Street
28	11/02/18	7	3247 N 06th Street
29	11/07/18	7	1907 E Sterner Street
30	11/07/18	7	131 E Willard Street
31	01/08/19	7	3015 N American Street
32	01/08/19	5	920 W Sterner Street
33	01/16/19	7	3133 Hurley St
34	01/17/19	5	2036 N 29th Street
35	01/17/19	5	3134 W Gordon St
36	01/22/19	5	614 W Allegheny Ave
37	01/24/19	7	4527 & 4527 Rear Ditman St
38	01/25/19	7	2345 Mutter Street
39	01/25/19	5	2514 Nicholas Street
40	01/28/19	5	1235 W Cambria Street
41	01/28/19	5	1844 N Taylor Street
42	01/28/19	5	1421 W Letterly Street
43	01/30/19	7	2558 Hope Street
44	01/31/19	5	2932 W York Street
45	02/04/19	7	2511 N Orkney Street
46	02/05/19	5	2831 W Harold Street
47	02/06/19	5	2314 W York Street
48	02/06/19	5	3902 N Delhi Street
49	02/21/19	7	3411 N 07th Street
50	02/21/19	7	2451 n 06th Street
51	02/25/19	1	2533 S 03rd Street
52	02/26/19	7	3247 Tampta Street

**THE FOLLOWING PERTAINS TO ITEMS 4 TO 10
ON THE AGENDA FOR THE MEETING ON
MARCH 20, 2019**

RESOLUTION NO. 2019 – _____

**RESOLUTION AUTHORIZING CONVEYANCE OF
250 W. THAYER STREET TO MARISOL MENDEZ**

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.

WHEREAS, the Vacant Property Review Committee reviewed the proposed transfer of 250 W. Thayer Street (the “**Property**”) at its public meeting held on February 12, 2019 and Philadelphia City Council approved conveyance of the Property by Resolution No. 190141, adopted on March 7, 2019.

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

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

1. The conveyance of the Property to Marisol Mendez for One Dollar (\$1.00) 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. The Executive Director or Senior Counsel will notify the Board of all modifications to this Resolution at the next Board meeting following the date of such modifications.
5. This Resolution shall take effect immediately upon adoption by the Board.

1. **ADDRESS:** 250 W Thayer

2. **PROPERTY INFORMATION**

Zip Code: 19133	Census Tract: 42101019502	Council District: 7
Zoning: RM-1	Lot Area: 672	
OPA Value: \$9700	Appraised Value: \$n/a	Open EOIs: 1

3. **APPLICANT INFORMATION**

Name: Marisol Mendez
Mailing Address: 252 W Thayer Street, Philadelphia, PA 19140
Type: Individual
Authorized Contact: Marisol Mendez
Application Date: 8/17/2018

4. **PROJECT INFORMATION**

Disposition Type: Direct Sale	Strategic Plan Goal: Side Yard
Price: \$1.00	Determined by: Nominal*
Development Type: Rehabilitation	Proposed Use: Side Yard*
Units: # - Residential # - Choose an item.	Buildings/Structures: # 0
Gross Floor Area: Total Floor Area	End User: Owner-Occupied (by Applicant)
Construction Costs: \$300	Construction Cost / sq. ft.: \$Cost per sq. ft.
Total Project Costs: \$1300 (including closing costs	Project Funding Available: Committed and Verified*

5. **DISPOSITION APPROVALS**

Developer Agreement Executed: Date PDA signed by Developer	
Economic Opportunity Plan (EOP): Not Applicable*	Restrictions or Covenants: Yes*
VPRC Approval: 2/12/19	City Council Approval: 3/7/19
Philadelphia Land Bank Board Approval: TBD	
Settlement Date: TBD	Construction Deadline: TBD

*See Development Summary for more information

6. DEVELOPMENT SUMMARY

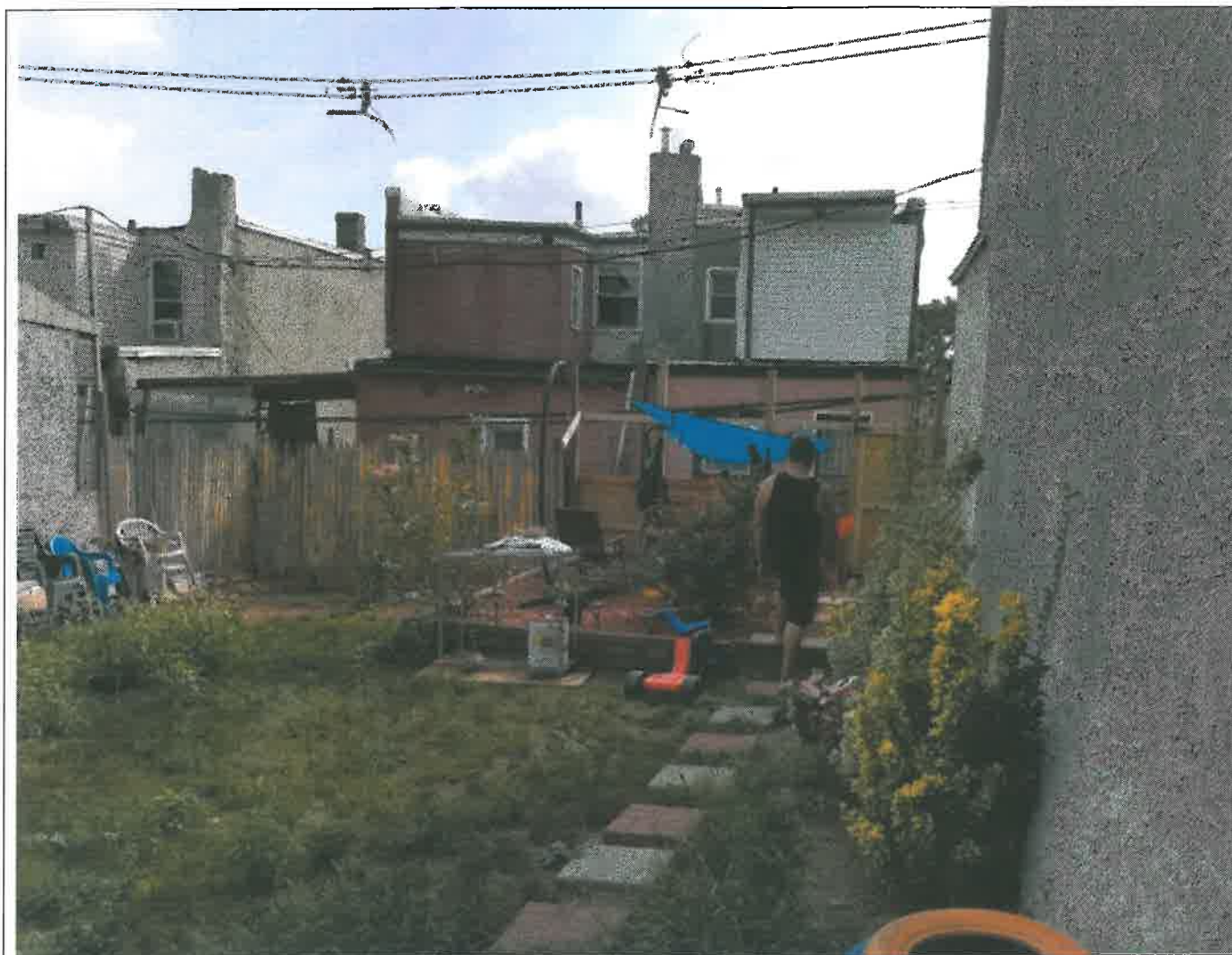
Applicant proposes the cleaning and greening of this parcel for use as a side yard. Applicant was previously under a garden agreement pending the completion of the processing for the side yard. Under the garden agreement, applicant cleaned the lot, planted flowers and vegetables and erected a fence. This property was acquired by the Land Bank from Sheriff Sale.

7. STAFF RECOMMENDATION

Staff recommends the disposition of 250 W Thayer Street as a side yard in accordance with the Disposition Policy

Prepared by: Bradley Vassallo

Reviewed by: Christi M. Jackson



RESOLUTION NO. 2019 – _____

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, and that this Resolution 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 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. The Executive Director or Senior Counsel will notify the Board of all modifications to this Resolution at the next Board meeting following the date of such modifications.
8. The authorization provided in this Resolution shall expire on June 30, 2019 unless extended by further action by the Board.
9. This Resolution shall take effect immediately upon adoption by the Board.

RESOLUTION NO. 2019 - _____

**RESOLUTION AUTHORIZING AN AMENDMENT TO
PROFESSIONAL SERVICES AGREEMENT BETWEEN PHILADELPHIA LAND BANK AND
INTERFACE STUDIO LLC FOR 2019 STRATEGIC PLAN**

WHEREAS, the Board of Directors of the Philadelphia Land Bank (the "**Board**") deems it necessary and in the best interest of the Land Bank to amend the Professional Services Agreement between the Philadelphia Land Bank and Interface Studios LLC ("**Interface**") for preparation of the 2019 Strategic Plan (the "**Agreement**") 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 schedule set forth in the Scope of Services shall be amended to substantially conform to the schedule below.

Revised Preliminary Strategic Plan	March 20, 2019	Planning Committee and Board review
Edits from Planning Committee and Board due to Interface	April 3, 2019	
Preliminary Strategic Plan Shared with Stakeholders	April 8, 2019	
Second Round of Outreach Meetings	Week of April 15, 2019	
Revised Strategic Plan Draft Published for Public Review	Week of April 22, 2019	
Open Registration to Speak at Public Hearing and Begin Accepting Submission of Written Testimony	Week of April 22, 2019	Include Newspaper Advertisement
Deadline to Register to Speak at Public Hearing and Deadline for Submission of Written Testimony	Week of May 6, 2019	Allow for 2 weeks from date registration opens
Land Bank Public Hearing	Week of May 13, 2019	
Compile Public Comment	Week of May 20, 2019	
Final Strategic Plan Provided	May 24, 2019	include edits, as necessary, per public comment
Documentation of Process	May 31, 2019	
Final Strategic Plan Adopted by Land Bank Board	June 19, 2019	
Final Strategic Plan Introduced to City Council	June 20, 2019	
Final Strategic Plan Adopted by City Council	TBD	
Complete Wrap-Up	No later than one (1) week following adoption of final strategic plan by City Council	

2. The total Compensation is hereby increased by Forty-Seven Thousand Seven Hundred Forty Dollars (\$47,740) to a total of One Hundred Twenty-Two Thousand Seven Hundred Forty Dollars (\$122,740),


which amount shall be payable pursuant to a payment schedule mutually agreeable to the Executive Director and Interface.

3. The Executive Director is further authorized to enter into and sign an amendment to the Agreement, on behalf of the Land Bank, with terms and conditions, which the Executive Director, with the advice of Senior Counsel, deems necessary or desirable, in accordance with this Resolution.
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. The Executive Director or Senior Counsel will notify the Board of any modifications to this Resolution at the next Board meeting following the date of such modifications.
5. This Resolution shall take effect immediately upon adoption by the Board.



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

MEMORANDUM

To: Board of Directors
From: Steve Cusano, Esq. 
Date: March 20, 2019
Re: **Resolution Approving Assignment and Assumption of Notes and Mortgages from the Philadelphia Redevelopment Authority to the Philadelphia Land Bank**

In certain instances, the Philadelphia Redevelopment Authority ("PRA") is granted notes and mortgages in connection with the conveyance of real estate by PRA or the City of Philadelphia (collectively, "Notes and Mortgages").

The purpose of the attached Resolution is to authorize the Executive Director to assume from PRA the Notes and Mortgages set forth on Schedule 1 to the Resolution.

These notes and mortgages are in addition to the notes and mortgages previously assumed by the Land Bank.

The Resolution further authorizes the Executive Director to execute and deliver all agreements, contracts, instruments, certifications, attestations, and other documents necessary or desirable (collectively, "Transaction Documents") to consummate an assignment and assumption of the Notes and Mortgages. The Transaction Documents will contain such terms and conditions which the Executive Director, with the advice of Senior Counsel, deems necessary or desirable.

Lastly, the assignment and assumption of any Notes and Mortgages shall be at no cost to the Land Bank, except for those costs to prepare and record the Transaction Documents.

I recommend that the Board approve the attached Resolution.

RESOLUTION NO. 2019 - ____

**RESOLUTION APPROVING ASSUMPTION OF NOTES AND
MORTGAGES FROM THE PHILADELPHIA REDEVELOPMENT AUTHORITY**

WHEREAS, the Philadelphia Redevelopment Authority ("**PRA**") wishes to assign certain Notes and Mortgages to the Philadelphia Land Bank ("**Land Bank**") as more specifically set forth on Schedule 1 attached hereto and made a part hereof (collectively, "**Notes and Mortgages**").

WHEREAS, the Board of Directors of the Philadelphia Land Bank ("**Board**") has determined that accepting assignments from PRA of those Notes and Mortgages set forth on Schedule 1 to this Resolution 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, from time to time, in accordance with this Resolution, to execute and deliver on behalf of the Land Bank all agreements, contracts, instruments, certifications, attestations, and other documents necessary or desirable (collectively, "**Transaction Documents**") to consummate the assignment and assumption of the Notes and Mortgages set forth on Schedule 1 attached hereto. The Transaction Documents shall contain such terms and conditions which the Executive Director, with the advice of Senior Counsel, deems necessary or desirable.
2. The assignment and assumption of any Notes and Mortgages pursuant to this Resolution shall be at no cost to the Land Bank, except for those costs to prepare and record the Transaction Documents.
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. The Executive Director or Senior Counsel will notify the Board of all modifications to this Resolution at the next Board meeting following the date of such modifications.
4. This Resolution shall take effect immediately upon adoption by the Board.

SCHEDULE 1

	<u>COLLATERAL PROPERTY ADDRESS</u>	<u>DATE OF MORTGAGE</u>	<u>RECORDIN G DATE</u>	<u>INSTRUMENT NUMBER</u>
1	2234 N 2nd Street	11/17/16	11/17/16	53138613
2	2008 N. 3rd Street	05/18/17	05/25/17	53216515
3	2010 N. 3rd Street	10/19/16	10/20/16	53127072
4	2926 N. 3rd Street	12/13/17	12/18/17	53304609
5	2539 N. 5th Street	10/12/17	10/20/17	53281699
6	2945 N. 6th Street	10/12/17	10/18/17	53280241
7	2540 N. 9th Street	12/06/16	12/09/16	53146812

MEMORANDUM

To: Board of Directors
From: Steve Cusano, Esq. 
Date: March 20, 2019
Re: Resolution Approving Memorandum of Understanding Between the Philadelphia Land Bank and the City of Philadelphia Regarding Certain Property Dispositions

The Vacant Property Review Committee ("VPRC") was created to serve as an advisory committee to, among other things, give its recommendation to the Commissioner of Public Property that certain real properties be made available for disposition.

Since November 2015, the Land Bank has, to a limited extent, assisted the City with the disposition of certain properties. The City now desires to facilitate the disposition of City-owned real property and, to this end, has requested that the Land Bank manage the disposition process.

The purpose of this Resolution is to grant the Executive Director the authority to execute and deliver a Memorandum of Understanding between the Land Bank and the City that would essentially allow the Land Bank to perform the services summarized on the attached Resolution.

The services would be performed in accordance with, as applicable, (i) the Disposition Policy, (ii) the VPRC Ordinance, and (iii) Land Bank guidelines. The guidelines are essentially a procedures manual, with forms. The guidelines would be applicable to the disposition of all City and Land Bank properties. Currently, these guidelines are being finalized by the City and the Land Bank and will be made a part of the MOU for reference purposes only.

As you may know, all sales proceeds generated by the sale of VPRC properties are credited to the Land Bank. While, for certain reasons, this is not addressed in the MOU, it is not expected that this arrangement will not change.

I recommend that the Board approve the attached Resolution.

RESOLUTION NO. 2019 - _____

**RESOLUTION APPROVING MEMORANDUM OF UNDERSTANDING
BETWEEN THE PHILADELPHIA LAND BANK AND THE CITY OF PHILADELPHIA
REGARDING CERTAIN PROPERTY DISPOSITIONS**

WHEREAS, the Vacant Property Review Committee ("**VPRC**") was created pursuant to authorization of Section 16-400 of the Philadelphia Code (as may be amended, superseded, or replaced from time to time, the "**VPRC Ordinance**") to serve as an advisory committee (i) to determine whether or not to recommend or certify to the Commissioner of Public Property (the "**Commissioner**") whether title to certain properties shall be accepted by the Commissioner; and (ii) to determine what surplus properties owned by the City of Philadelphia ("**City**") are suitable to effectuate the purposes of the VPRC Ordinance and to give its recommendation to the Commissioner that certain real properties be made available for disposition in accordance with the VPRC Ordinance.

WHEREAS, to facilitate the disposition of City-owned real property, the City desires to engage the Philadelphia Land Bank (the "**Land Bank**") to manage the disposition of certain City-owned real property made available for disposition pursuant to the terms and conditions of a Memorandum of Understanding ("**MOU**") the major terms of which are 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 an MOU pursuant to the terms of this Resolution 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 execute and deliver a MOU containing such terms and conditions substantially in conformance with the Summary and further containing such other terms and conditions which the Executive Director and Senior Counsel deem necessary or appropriate. The Executive Director, with the advice of Senior Counsel, may modify the MOU so long as any modifications are not substantially different than the terms and conditions represented in the 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. The Executive Director or Senior Counsel will notify the Board of all modifications to this Resolution at the next Board meeting following the date of such modifications.
3. This Resolution shall take effect immediately upon adoption by the Board.

**Memorandum of Understanding Between the Philadelphia Land Bank
and the City of Philadelphia Regarding Certain Property Dispositions
Summary of Major Terms**

Section 2: Term	One (1) year with an automatic renewal for consecutive one-year periods. Either party can terminate at any time by providing written notice.
Section 3: Scope	<p>Land Bank to provide the following “<u>Services</u>”:</p> <ul style="list-style-type: none"> • Manage the disposition of City-owned properties and facilitate competitive bids and requests for proposals in accordance with, as applicable, the Disposition Policy, the VPRC Ordinance, and the PLB Guidelines. • Undertake all interactions with all potential purchasers/lessees throughout the disposition process. Negotiate, and prepare all agreements, leases, and deeds using form documents approved by the Commissioner, or the Commissioner’s designee. • If permitted by applicable law, coordinate, and perform settlement. All deeds and other closing documents will be prepared using form documents approved by the Commissioner or the Commissioner’s designee, except for settlement sheets. • Maintain copies or originals of all documentation and make same available to City. • Monitor each purchaser’s/lessee’s compliance with their agreement and inform the Commissioner, or the Commissioner’s designee, of any defaults. Land Bank shall not initiate, defend, or participate (except as a witness) in any suits, actions, or proceedings on behalf of the City, VPRC, or the Commissioner. • Enter into contracts necessary or convenient to perform the Services. • The Land Bank shall perform such other and further services that are authorized by the City and approved by the Land Bank Board of Directors.
Section 7: Indemnification /Insurance	<p>Except to the extent of the Land Bank's negligence, willful misconduct, or breach of the Land Bank's obligations under the MOU, the City shall indemnify (i) the Land Bank, (ii) the Land Bank's officers, directors, employees, and staff, and (iii) all employees of PHDC from all claims and liabilities caused by the City's negligence or fault, or breach of the City's obligations under the MOU.</p> <p>Except to the extent of the City's negligence, fault, or breach of the City's obligations under this MOU, the Land Bank shall indemnify the City, its officers, directors, and employees, from all claims and liabilities caused by the Land Bank's negligence or willful misconduct or the breach of the Land Bank's obligations under the MOU.</p> <p>Land Bank required to name the City as an additional insured on all general liability insurance policies carried the Land Bank. This is currently being done.</p> <p>Contractor’s engaged by the Land Bank are required to include the City as additional insured on those insurance policies in which the Land Bank is also named an additional insured.</p>
Section 17: City’s Right to Audit	City Controller can audit the affairs of Land Bank in connection with the MOU to extent required by the Home Rule Charter. Upon reasonable notice, Land Bank shall provide reasonable access its books and records in connection with the Services and this MOU.



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

MEMORANDUM

To: Board of Directors
From: Steve Cusano, Esq. 
Date: March 20, 2019
Re: **Resolution Authorizing Agreements for the Payment / Satisfaction of U.S. Bank Liens**

As you know, the Land Bank's current acquisition policy prohibits the Land Bank from acquiring a property at judicial sale when a third party owns the public lien encumbering the property, such as U.S. Bank or its assignee, unless the lien is independently resolved.

The Land Bank has been approached by various parties who are willing to provide funds to the Land Bank to satisfy U.S. Bank liens on properties the Land Bank desires to acquire. However, there is a question as to whether any funds used by a third-party to satisfy a U.S. Bank lien would be reimbursed if the property owner exercises their right to redeem the property. While it is likely that the law would allow for reimbursement, there are no guarantees. For this reason, among other, I recommend that the Land Bank enter into an agreement with any party agreeing to provide funds to the Land Bank to satisfy U.S. Bank liens. Such an agreement would, among other things:

- (i) Set forth the process in which the party would provide funds to the Land Bank for satisfaction of the U.S. Bank lien. This would assure that the funds are available and would help support the argument for reimbursement if the owner elects to redeem; and
- (ii) Disclose to the party providing funds that the Land Bank makes no guarantee that a court would allow reimbursement of any amounts paid for U.S. Bank liens.

The purpose of this Resolution is to allow the Executive Director the authority to approve, execute, and deliver any and all agreements and other documents, necessary or desirable, for any party, other than the Land Bank, to provide funds to satisfy any U.S. Bank liens.

I recommend that the Board approve the attached Resolution.

RESOLUTION NO. 2019 – ____

**RESOLUTION AUTHORIZING AGREEMENTS
FOR THE PAYMENT / SATISFACTION OF U.S. BANK LIENS**

WHEREAS, in 1997, the City of Philadelphia sold certain municipal tax liens to U.S. Bank (as may be assigned, the “**U.S. Bank Liens**”), which have priority over all other liens.

WHEREAS, the Philadelphia Land Bank’s (“**Land Bank**”) current acquisition policy has been interpreted to prohibit the Land Bank from acquiring a property at judicial sale when a third party owns the public lien encumbering the property, such as U.S. Bank or its assignee, unless the lien is independently resolved.

WHEREAS, certain properties which the Land Bank has identified, or may identify, for acquisition may be encumbered with U.S. Bank Liens.

WHEREAS, certain parties have offered, and may offer, to provide funds to the Land Bank to satisfy one or more U.S. Bank Liens.

WHEREAS, it would be prudent for the Land Bank to enter into an agreement with any party willing to provide funds to satisfy any U.S. Bank Liens in order to make certain disclosures and set forth the parties’ legal obligations, among other things.

WHEREAS, the Board of Directors of the Philadelphia Land Bank (the “**Board**”) recognizes the need for prompt and timely decisions and believes that the efficiency of the Land Bank’s operations will be enhanced if the Board delegates to the Executive Director the authority to approve, execute, and deliver any and all agreements and other documents, necessary or desirable, for any party to provide funds to the Land Bank to satisfy any U.S. Bank Liens, subject to the terms and conditions of this Resolution.

WHEREAS, the Board recognizes that this Resolution 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. Subject to the terms and conditions of this Resolution, the Executive Director is hereby authorized, from time to time and at any time, on behalf of the Land Bank, to approve, execute, and deliver any and all agreements and other documents, necessary or desirable, for any party to provide funds to the Land Bank to satisfy any U.S. Bank Liens and to do all such acts, things, and deeds as may be necessary or proper to carry out the purposes and intents of this Resolution.
2. Any agreements and other documents executed and delivered pursuant to this Resolution shall contain such terms and conditions which the Executive Director, with the advice of Senior Counsel, deems necessary or desirable, in accordance with this Resolution.
3. The Executive Director or Senior Counsel shall report at each regular Board meeting, on a cumulative basis, any agreements executed and delivered pursuant to this Resolution since the immediately preceding regular Board meeting.
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. The Executive Director or Senior Counsel will notify the Board of all modifications to this Resolution at the next Board meeting following the date of such modifications.
5. This Resolution shall take effect immediately upon adoption by the Board.



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

MEMORANDUM

To: Board of Directors
From: Steve Cusano, Esq.
Date: March 20, 2019
Re: **Resolution to Engage Legal Counsel**

When the Land Bank is presented with a complaint or other legal matter, it must act quickly to respond. However, the Land Bank's procurement policy does impact our response time.

Under the procurement policy, a request for proposal is required for contracts of \$32,000 or more. For contracts less than \$32,000, bids may be solicited by e-mail using a competitive process designed to maximize competition.

Currently, when faced with a complaint or other legal matter the Land Bank solicits bids for legal counsel by e-mail since these contracts currently fall under the \$32,000 threshold. However, because both methods take time, the Land Bank's ability to quickly respond to a complaint or other legal matter is impacted. Furthermore, as the Land Bank continues to grow, it is inevitable that the number of claims and legal matters will increase putting further pressure on the Land Bank's ability to timely respond.

For these reasons, the Land Bank plans on issuing a request for proposal to select several attorneys and law firms which the Land Bank will engage pursuant to a professional services agreement and utilize on an "as needed" basis. The goal is to have several attorneys and law firms under agreement so that the Land Bank may call upon them as needed.

The prevailing billing rate for an attorney at a mid-to-large size firm in Philadelphia starts at approximately \$300/hour. The Land Bank would seek a rate of between \$225-\$280/hour.

I recommend that the Board approve the attached Resolution.

RESOLUTION NO. 2019 – ____

**RESOLUTION AUTHORIZING
AGREEMENTS TO ENGAGE LEGAL COUNSEL**

WHEREAS, from time to time, it may be necessary or desirable for the Philadelphia Land Bank (“**Land Bank**”) to engage the services of attorneys and law firms for legal representation including, without limitation, to conduct research, litigate and defend claims, pursue ejectments, and to handle other matters as may be required to protect the interests of the Land Bank.

WHEREAS, the Board of Directors of the Philadelphia Land Bank (the “**Board**”) recognizes the need for prompt and timely decisions, especially with respect to protecting the Land Bank’s interests and responding to claims, and believes that the efficiency of the Land Bank’s operations will be enhanced if the Board delegates to the Executive Director and Senior Counsel, individually, the authority to approve, execute, and deliver any and all agreements to engage the services of attorneys and law firms, as necessary or desirable, subject to the terms and conditions of this Resolution and that this Resolution 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. Subject to the terms and conditions of this Resolution and, as applicable, the Land Bank’s procurement policy, the Executive Director and Senior Counsel are hereby individually authorized, from time to time and at any time, on behalf of the Land Bank to approve, execute, and deliver any and all agreements to engage the services of attorneys and law firms, as necessary or desirable, and to do all such acts, things, and deeds as may be necessary or proper to carry out the purposes and intents of this Resolution.
2. Any agreements executed and delivered pursuant to this Resolution shall contain such terms and conditions which the Executive Director and Senior Counsel, deem necessary or desirable, in accordance with this Resolution.
3. The Executive Director or Senior Counsel shall report at each regular Board meeting, on a cumulative basis, any agreements executed and delivered pursuant to this Resolution since the immediately preceding regular Board meeting.
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. The Executive Director or Senior Counsel will notify the Board of all modifications to this Resolution at the next Board meeting following the date of such modifications.
5. The approval, execution, and delivery of any agreements to engage outside attorneys or law firms by the Executive Director or Senior Counsel prior to the effectiveness of this Resolution is hereby ratified and confirmed.
6. This Resolution shall take effect immediately upon adoption by the Board.