

**PHILADELPHIA LAND BANK
BOARD MEETING MINUTES**

A Regular Meeting of the Board of Directors of the Philadelphia Land Bank was held on Tuesday, July 14, 2020 commencing at 10:00 a.m. via Zoom webinar pursuant to 35 Pa.C.S. § 5741 and proper notices.

CALL TO ORDER

Ms. Fadullon called the meeting to order at 10:05 a.m.

**Item 1
Roll Call**

The following members of the Board of Directors reported present: Alex Balloon, Eric Bodzin, Richard DeMarco, Anne Fadullon, Michael Johns, Michael Koonce, Majeedah Rashid, and Rick Sauer.

The following members of the Board of Directors were not present: Paulette Adams, Christian Dunbar and Joshu Harris.

The following staff members were present: Angel Rodriguez, Steve Cusano, Esq., Wendolyne David, Roneece Dent, Andrea Saah, Esq., Carolyn Terry, and Jamila Davis.

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.

Steve Cusano, Senior Counsel, made the following announcement: Today's Board meeting is being held via an authorized communication device as authorized by Title 35, Section 5741 of the Pennsylvania Consolidated Statutes and is being recorded. Questions and comments may be made using the Q&A button at the bottom of the screen. Please do not use the chat function. If any member of the public has any issues submitting questions or comments, please send an email to Steve.Cusano@phdc.phila.gov.

Mr. Cusano then announced that prior to today's public session, the Board held an executive session where the Board received information regarding the lease between North Broad Renaissance and the Philadelphia Land Bank, information on a potential assignment of a purchase and development agreement with Yuhan Holdings, and an update on committee assignments.

Prior to today's meeting, the public had an opportunity to email any questions or comments. The deadline for submission was Monday, July 13th, 2020 at 1:00 pm. Mr. Cusano indicated that questions and comments were received and that, at the appropriate time during the meeting as determined by Ms. Fadullon, the Board could address them.

Ms. Fadullon indicated that the structure of the meeting would be different in that as each specific agenda item was addressed members of the public would have an opportunity to submit questions and comments for that agenda item. Ms. Fadullon further indicated there would be an opportunity to discuss new and old business at the end of the meeting at which time members of the public would have another opportunity to submit questions and comments.

Item 2 (Item 3 on the Agenda)
Approval of Board Minutes

Ms. Fadullon called for a motion to approve the minutes of the Board meeting of June 9, 2020.

Mr. Balloon abstained from the vote because he was absent from the June 9th board meeting.

Mr. Johns made a motion to approve the minutes of the Board meeting of June 9, 2020. The motion was seconded by Mr. DeMarco.

Upon motion made and duly seconded, the Board approved the minutes of the June 9, 2020 Board meeting.

Item 3 (Item 4 on the Agenda)
Executive Director's Report

The Executive Director's report is attached to these minutes as Exhibit A.

Mr. Rodriguez updated the Board regarding recently completed settlements including the Grays Ferry Earp Street RFP properties to Civetta Property Group, and certain properties to Neighborhood Garden Trust for the Five Loaves Two Fish Community Garden and the Emerald St. Urban Farm. Mr. Rodriguez commended the staff for bringing these properties to settlement while working remotely. Additional details regarding these settlements can be found on Exhibit A.

Mr. Rodriguez then reported on requests for proposals and competitive sales. Mr. Rodriguez reported the following postings:

1. Ten (10) properties in the First Council District (see Exhibit A) have been listed for competitive sale. Mr. Rodriguez indicated that properties are listed as a competitive sale, rather than a request for proposal, when the property is not adjacent to other publicly owned properties and cannot be bundled with other properties.
2. A request for proposal was recently posted for eighteen (18) properties in the Second Council District (see Exhibit A) in which no less than 70% of the residential units must be

reserved for purchasers with household incomes not to exceed 80% of the area median income.

3. A request for proposal was recently posted for seven (7) properties in the First Council District (see Exhibit A) in which no less than 60% of the residential units must be reserved for purchasers with household incomes between 80% to 120% of the area median income.
4. A request for proposal was recently posted for thirteen (13) properties in the First Council District (see Exhibit A) in which no less than 60% of the residential units must be reserved for purchasers with household incomes between 80% to 120% of the area median income.

Mr. Rodriguez informed the Board that a public training webinar on side/rear yard and garden/open space dispositions was held on July 13th. Additional information is located on Exhibit A. Mr. Rodriguez announced that the next public training webinar will be on July 27th and will cover land disposition processes for competitive and non-competitive dispositions.

Mr. Rodriguez informed the Board that the Land Management webpages have been reformatted and on-line applications have been developed for the various dispositions, as indicated on Exhibit A.

Mr. Rodriguez also discussed website traffic as shown on Exhibit A. He stated that all past expressions of interest were archived as a result of the decision to move away from expressions of interest and instead require applicants to complete an application. Mr. Rodriguez then outlined certain issues that still need to be addressed regarding the website application process, as shown on Exhibit A.

Mr. Koonce asked about the number of side yard and garden conveyances that were expected to close by the end of June, as mentioned in the minutes from the June 9th Board meeting. Mr. Rodriguez responded that staff is working to clear title, but that most City agencies are working remotely, resulting in delays. Mr. Koonce asked if the Executive Director would provide a written report. Mr. Rodriguez indicated that he did share his screen showing the report, but that Mr. Koonce was unable to view it and that it would be included with the minutes. Ms. Fadullon asked to have the minutes posted earlier than just prior to the Board meeting. Mr. Cusano responded that he would do so.

Item 4 (Item 5 on the Agenda)

Resolution Authorizing an Amended and Restated Management Contract Between the Philadelphia Land Bank and the Philadelphia Housing Development Corporation

This item was tabled.

Item 5 (Item 6 on the Agenda)

Resolution Regarding Purchase and Development Agreement for 1938 and 1942 N. Darien Street

Mr. Cusano presented this Resolution and explained its terms to the Board, asking that Section 1 of the Resolution be amended to read that “The Board hereby consents to the assignment of the

PDA to the Assignee and the conveyance of 1938 N. Darien Street and 1942 N. Darien Street to the Assignee.”

Mr. Johns asked for some background for the public’s benefit. Mr. Cusano explained that the initial conveyance to Yuhan Holdings was part of a swap in which Yuhan Holdings received 1938 N. Darien Street and 1942 N. Darien Street and the Land Bank received certain property which was needed to relocate an alleyway for the development of a portion of the Norris Square Choice Neighborhood, a project which involved several million dollars of grant funding. Mr. Cusano added that the developer was unable to complete the development of 1938 and 1942 N. Darien Street and has requested to sell these properties and have the Purchase and Development Agreement assigned to another developer.

Mr. Rodriguez added that this project was for the relocation of the Norris Homes residents, at 80% of area median income, and that \$30 million dollars came from HUD for this development. Ms. Fadullon clarified that the properties being discussed today have no public subsidies and are a completely private development. Ms. Fadullon asked if any members of the Board had any questions or comments. There were no questions or comments from the Board. Ms. Fadullon asked if any members of the public had any questions or comments and indicated that the public can use the Q&A or raised hand function. There were no questions or comments from the public.

Ms. Fadullon called for a motion on the Resolution.

Mr. Cusano asked that the motion include that Section 1 of the Resolution be amended to read that “The Board hereby consents to the assignment of the PDA to the Assignee and the conveyance of 1938 N. Darien Street and 1942 N. Darien Street to the Assignee.”

Mr. DeMarco made a motion to approve the Resolution Regarding Purchase and Development Agreement for 1938 and 1942 N. Darien Street, as amended. The motion was seconded by Mr. Johns.

Upon made and duly seconded, the Board approved the Resolution Regarding Purchase and Development Agreement for 1938 and 1942 N. Darien Street, as amended, attached to these minutes as Exhibit B.

Item 6 (Item 7 on the Agenda)
Property Dispositions

Interagency Transfer
1605 N. 33rd Street to PRA

Mr. Johns recused himself due to a potential conflict of interest. Mr. Johns muted his microphone and turned off his video while the Board deliberated.

Mr. Rodriguez presented the conveyance of 1605 N. 33rd Street as an interagency transfer to the Philadelphia Redevelopment Authority (PRA). PRA owns many of the parcels that are being developed by Habitat for Humanity for affordability of 31% to 60% of area median income. Ms. Fadullon clarified that this is only a conveyance to PRA and that the PRA Board will consider the ultimate conveyance to Habitat for Humanity.

Ms. Fadullon asked if any members of the Board had any questions or comments. There were no questions or comments from the Board. Ms. Fadullon asked if any members of the public had any questions or comments and indicated that the public can use the Q&A or raised hand function. There were no questions or comments from the public.

Ms. Faullon called for a motion on the Resolution.

Mr. Sauer made a motion to approve the Resolution Authorizing Conveyance of 1605 N. 33rd Street to the Philadelphia Redevelopment Authority. The motion was seconded by Mr. DeMarco.

Upon motion made and duly seconded, the Board approved the Resolution Authorizing Conveyance of 1605 N. 33rd Street to the Philadelphia Redevelopment Authority, attached to these minutes as Exhibit C.

Item 7 (Item 2 on the Agenda)
Public Comment

Ms. Faullon asked if anyone from the public would like to address any old business with the Board. No member of the public raised any old business.

Ms. Faullon then asked if anyone from the public would like to address any new business with the Board. Mr. Rodriguez indicated that the Land Bank received some questions that he would like to address. Below are those questions and Mr. Rodriguez's response.

Q: Will applicants get an automatic receipt?

A: We are working to set up automatic receipts. In the meantime, everyone who has submitted an application will be contacted.

Q: What's the next steps and how long will it take?

A: Under the ordinance, there is a deadline of 120 days after receipt of a complete application to review and make a decision. Upon a favorable review, the proposed conveyance goes to the Board and then City Council.

Mr. Cusano then asked if these were the questions submitted by Nomblé Lee, to which Mr. Rodriguez responded affirmatively.

Ms. Fadullon again asked if anyone from the public would like to address any new business with the Board. No member of the public raised any new business.

Item 8
Adjournment

There being no further business, Ms. Fadullon called for a motion to adjourn the meeting.

Mr. Koonce made a motion to adjourn the meeting. Mr. Johns seconded the motion.

Upon motion made and duly seconded, the Board approved to adjourn the meeting.

The meeting was adjourned at 10:32 a.m.

SECRETARY TO THE BOARD

Public Attendance Sheet



**BOARD OF DIRECTORS
REGULAR MEETING**

Tuesday, July 14, 2020 at 10:00 AM

Pursuant to 35 Pa.C.S. § 5741, this meeting was held remotely using Zoom webinar

First Name	Last Name	Email
johnkromer		jkromer@gmail.com
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EXHIBIT A

PHDC LAND MANAGEMENT UPDATE: 7/14/2020

1. Settlements

- a. (CD 2) Grays Ferry Earp Street et al–
 - i. Use: Homeownership
 1. 19 parcels
 - a. 15 parcels at 80% or below AMI
 - b. 4 parcels at 120% AMI
 - ii. Settled June 19, 2020
 - iii. Properties:
 1. 1327 S 27th St;
 2. 2613, 2616, 2701, 2703, 2714, 2719, 2724, 2727, 2735 Earp St;
 3. 2639, 2641, 2643 Reed St;
 4. 2614, 2626, 2630, 2642, 2648, 2700 Sears St
 - iv. Civetta Property Group, LLC
 - v. Price \$1,900
 - b. (CD 4) Five Loaves Two Fish Community Garden –
 - i. Use: Community Garden
 1. 3 Parcels
 - ii. Settled June 26, 2020
 - iii. Properties:
 1. 1703, 1707, 1711 N 55th St
 - iv. Neighborhood Gardens Trust
 - v. Price \$3.00
 - c. (CD 7) Emerald St Urban Farm
 - i. Use: Community Garden
 1. 2 Parcels
 - ii. Settled June 26, 2020
 - iii. Properties:
 1. 1937 E Dauphin St,
 2. 2300 Emerald St
 - iv. Neighborhood Gardens Trust
 - v. Price \$2.00

2. Requests for Proposals & Competitive Sales:

- a. Competitive Sales (CD 1):
 - i. 1853 E. Ontario Street
 - ii. 723 Mercy Street
 - iii. 2077 E. Cambria Street
 - iv. 2089 Somerset Street
 - v. 2073 Elkhart Street
 - vi. 2549 S. 3rd Street
 - vii. 2068 E. Monmouth Street
 - viii. 2215 S. 5th Street
 - ix. 3347 Kensington Avenue
 - x. 3058 Joyce Street
- b. **(CD 2) RFP for Point Breeze, Cross Street et Al.**
 - i. The Philadelphia Land Bank ("Land Bank"), is soliciting proposals from developers to acquire and develop eighteen (18) parcels located in the Point Breeze neighborhood for affordable homeownership in accordance with this Request for Proposals ("RFP").

1. Not less than 70% of residential units (13) produced shall be:
 - a. reserved for purchasers with household incomes not to exceed 80% of the area median income (“AMI”) as determined by the United States Department of Housing and Urban Development
 - c. **(CD 1) RFP for 2855 and 2857 Amber Street, 2111 E Auburn Street, 2134 E Cambria Street and 2106, 2133 and 2135 E William Street**
 - i. The Philadelphia Land Bank (“Land Bank”) and the City of Philadelphia (“City”), is soliciting proposals from developers to acquire and develop seven (7) parcels located in the Kensington neighborhood for affordable homeownership or rental in accordance with this Request for Proposals (“RFP”).
 1. 60% of residential units (5) produced shall be:
 - a. reserved for purchasers or renters with household incomes between 80% to 120% of the area median income (“AMI”) as determined by the United States Department of Housing and Urban Development
 - d. **(CD 1) RFP for 2100 Block of East Orleans Street, 2100 Bellmore Street and 2000 East Birch Street**
 - i. The Philadelphia Land Bank is soliciting proposals from developers to acquire and develop 13 parcels located in the Kensington neighborhood for affordable homeownership or rental in accordance with this RFP.
 1. 60% of residential units (8) produced shall be:
 - a. reserved for purchasers or renters with household incomes between 80% to 120% of the area median income (“AMI”) as determined by the United States Department of Housing and Urban Development
3. Trainings/ Webinars
 - a. Hosted first Webinar on Monday July 13, 2020
 - i. Topic: Side/Rear Yards and Garden/ Open space Dispositions
 1. 74 Registered
 2. 38 Attended (51%)
 - b. Next Webinar is scheduled for Monday July 27, 2020; 9:30-11:30 am
 - i. Topic: Land Disposition Process
 1. Competitive Process
 2. Non-Competitive Process
 4. Website
 - The Land Management webpages have been reformatted and on-line applications have been developed for the following categories:
 - Side/ Rear Yards
 - Garden/ Open Space
 - Development Opportunities, which include
 - Business Expansion
 - Assemblages
 - Unsolicited Development Proposals where 51% of the units proposed are affordable
 - The web pages went live on June 25, 2020
 - Web site traffic data as of July 3, 2020
 - SIDE/REAR YARDS (SY)

○ SY SCREENER	710
○ SY TERMS & CONDITIONS	190
○ SY APPLICATIONS SUBMITTED	62
▪ INELIGIBLE APPLICATIONS	8
▪ NET APPLICATIONS	54

- COMMUNITY GARDENS
 - TERMS & CONDITIONS 79
 - APPLICATIONS SUBMITTED 7
- LAND APPLICATIONS
 - TERMS & CONDITIONS 209
 - APPLICATIONS SUBMITTED 14
- Issues that need to be addressed:
 - Internal sorting indicators for work assignments
 - Tighten the screening process for Side/Rear Yards
 - Not allow for ineligible applications
 - Tighten the upload process
 - Scenario with submissions made without attachments
 - Out-going Automatic Receipt responses
 - Verbiage on each landing page explaining
 - The evaluation processes
 - Length of time for evaluation – 120 days
 - Development of page for Individual Garden Agreements
 - Development of page for License Agreements

EXHIBIT B

RESOLUTION NO. 2020 – 15 RESOLUTION REGARDING PURCHASE AND DEVELOPMENT AGREEMENT FOR 1938 AND 1942 N. DARIEN STREET

WHEREAS, the Philadelphia Land Bank (“**Land Bank**”) and Yuhan Holdings LLC (“**Developer**”) entered into a Purchase and Development Agreement dated June 7, 2017 (the “**PDA**”) for the sale and development of 1938 N. Darien Street and 1942 N. Darien Street.

WHEREAS, section 23 of the PDA provides, among other things, that the Developer may not assign the PDA prior to the issuance of a Certificate of Completion unless the Land Bank has given its prior written consent.

WHEREAS, the Developer has requested that the Land Bank consent to an assignment of the PDA to North Darien Holdings LLC (“**Assignee**”).

WHEREAS, Assignee is willing to assume the PDA and has requested that the PDA be amended in certain respects.

WHEREAS, the Philadelphia Land Bank Board of Directors (“**Board**”) has determined that it is in the best interest of the Land Bank to consent to the assignment of the PDA to Assignee and to amend the PDA in accordance with 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 hereby consents to the assignment of the PDA to the Assignee and the conveyance of 1938 N. Darien Street and 1942 N. Darien Street to the Assignee.
2. The Executive Director is hereby authorized to amend the PDA with such terms and conditions as the Executive Director shall deem necessary or desirable, except that the following deadlines shall not be extended without further approval of the Board
 - (i) Construction Commencement Date: no later than April 30, 2021.
 - (ii) Construction Completion Deadline: no later than eighteen (18) months following the Construction Commencement Date.
3. Subject to the terms of this Resolution, the Executive Director 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 and other documents, as may be necessary or desirable, to assign the PDA to Assignee and amend the PDA (collectively, the “**Transaction Documents**”) and, from time to time and at any time, amend, supplement, and modify the Transaction Documents, or any of them, as may be necessary or desirable. The Transaction Documents and any amendments, supplements, and modifications thereto shall contain such terms and conditions as the Executive Director and Senior Counsel shall deem necessary or appropriate subject to the terms of this Resolution, 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.

ADOPTED 7/14/2020

EXHIBIT C

RESOLUTION NO. 2020 – 16 RESOLUTION AUTHORIZING CONVEYANCE OF 1605 N. 33RD STREET TO THE PHILADELPHIA REDEVELOPMENT AUTHORITY

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 in the form and by the method determined to be in the best interests of the Land Bank.

WHEREAS, the Board of Directors has determined that it is in the best interest of the Land Bank to convey 1605 N. 33rd Street (the "**Property**") to the Philadelphia Redevelopment Authority (the "**Purchaser**").

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

1. The conveyance of the Property to the Purchaser for One Dollar (\$1.00) is in the best interests of the Land Bank and is hereby approved.
2. Subject to the terms of this Resolution, the Executive Director 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 (collectively, the “**Transaction Documents**”) and, from time to time and at any time, amend, supplement, and modify the Transaction Documents, or any of them, as may be necessary or desirable. The Transaction Documents and any amendments, supplements, and modifications thereto shall contain such terms and conditions as the Executive Director and Senior Counsel shall deem necessary or appropriate subject to the terms of this Resolution and, when so executed and delivered by the Land Bank, shall constitute the valid and binding obligations of the Land Bank.
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.

ADOPTED 7/14/2020