

AGENDA
PHILADELPHIA LAND BANK
BOARD OF DIRECTOR'S MEETING

TUESDAY, JUNE 9, 2020 – 10:00 AM
PURSUANT TO 35 PA.C.S. § 5741, THIS MEETING WILL BE HELD REMOTELY
THIS MEETING IS OPEN TO THE PUBLIC

INSTRUCTIONS FOR PUBLIC ACCESS TO THIS MEETING
AND TO SUBMIT PUBLIC COMMENTS ARE LOCATED ON THE FOLLOWING PAGE

AGENDA ITEMS

1. **Roll Call**
2. **Public Comment**
3. **Approval of Minutes of the Meeting of May 12, 2020**
4. **Executive Director's Report**
5. **Resolution Authorizing Purchase of Insurance**
The purpose of this resolution is to authorize the Executive Director to purchase insurance as provided in the resolution.
6. **Adjournment**

MEMORANDUM

FROM: Steve Cusano, Esq., Senior Counsel

RE: Philadelphia Land Bank May 12, 2020 Board Meeting
Remote Board Meeting Notice, Attendance, and Comment Procedures

DATE: May 28, 2020

A meeting of the Board of Directors of the Philadelphia Land Bank ("Land Bank") is currently scheduled for **Tuesday, June 9, 2020, to commence at 10:00 A.M.** Because of the closure of Land Bank offices in connection with the Covid-19 emergency, this meeting will be held remotely using Zoom Webinar and may be joined and viewed by the public at the following link:

<https://us02web.zoom.us/j/87944526243?pwd=UDBpU1dvZXB1UnpZejA0QlIT3lrdz09>

Use the following password to access the meeting: 585374

The Board agenda and packages will be available to view five (5) days prior to the Board meeting at <https://phdcphila.org/who-we-are/boards/philadelphia-land-bank-board/>.

Public comment may be received with regard to those matters posted on the agenda prior to, and during, the Board meeting. If you are joining and viewing the Board meeting through the Zoom Webinar link above, you will be able to submit your questions live during the Board meeting through a "question and answer" window on the web interface. If you would like to submit any questions or comments prior to the Board meeting, you must email the following information to steve.cusano@phdc.phila.gov by 1:00 p.m. on Monday, June 8, 2020:

- Full name/company affiliation;
- Contact information;
- Identify the item/resolution that you are addressing; and
- Provide your question(s)/comment(s) in a clear and concise manner.

With respect to those members of the public who submit the above information within the required time frame, your question(s)/comment(s) will be read at the Board meeting and answered or addressed to the extent they can be. The Board Chair may limit repetitious question(s)/comment(s).

If possible, the Board meeting will be recorded and made publicly available within thirty (30) days. If you have question(s)/comment(s) following the conclusion of the Board meeting, please submit as described above and they will be addressed to the extent possible at the next scheduled Board meeting.

**PHILADELPHIA LAND BANK
BOARD MEETING MINUTES**

A Regular Meeting of the Board of Directors of the Philadelphia Land Bank was held on Tuesday, May 12, 2020 commencing at 10:00 a.m. via WebEx pursuant to 35 Pa.C.S. § 5741 and proper notices.

CALL TO ORDER

Mr. Dunbar called the meeting to order at 10:07 a.m.

Agenda Item 1

Roll Call

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

The following members of the Board of Directors were not present: none.

The following staff members were present: Angel Rodriguez, Steve Cusano, Esq., Wendolyne David, Roneece Dent, Andrea Saah, Esq., Carolyn Terry, Bradley Vassallo, 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 chat box located at the bottom right corner of the screen. 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 in which the Board received an update from the Executive Director on the effects of the pandemic on budget and operations.

Agenda Item 2

Public Comment

Mr. Dunbar called for public comment.

Mr. Cusano announced that the public had the opportunity to email any questions or comments prior to today's meeting, that the deadline to do so was Monday, May 11th at 1:00 pm, and that no questions or comments were received via email.

Mr. Dunbar read a comment from Jihad Ali. Mr. Ali stated good morning and that he had no comment.

Mr. Cusano read Kimberly Thomas' question. Ms. Thomas asked if the Philadelphia Redevelopment Authority is providing releases for rights of reverter. Mr. Rodriguez responded that releases are being processed on a case by case basis, depending on whether they can be approved administratively or require board approval. Mr. Rodriguez added that some title companies require an original signature and will not accept electronic signature for recording. Ms. Thomas thanked Mr. Rodriguez.

No other public comments were received.

Agenda Item 3

Approval of Board Minutes

Mr. Dunbar called for a motion to approve the minutes of the Board meeting of March 10, 2020.

Ms. Fadullon made a motion to approve the minutes of the Board meeting of March 10, 2020. The motion was seconded by Mr. Johns.

Mr. Bodzin abstained as he did not attend the Board meeting of March 10, 2020.

Upon motion made and duly seconded, the Board approved the minutes of the March 10, 2020 Board meeting.

Agenda Item 4

Executive Director's Report

Mr. Rodriguez updated the Board on Land Bank operations during the pandemic. He stated that most staff are healthy and doing well. Mr. Rodriguez indicated that Senior Development Specialists/Project Managers are resuming operations and he expects all clerks and administrative staff to be operational in early June. Mr. Rodriguez also indicated that the Land Bank worked with the IT Department to assess technology needs in order to provide staff remote access.

Mr. Rodriguez informed the Board that PHDC Land Management, including the Land Bank, posted a memorandum on its website to provide guidance on land management items, including the processing of applications as well as suspension of deadlines and expressions of interest, among other things. Mr. Rodriguez gave a brief overview of the memorandum and indicated that the memorandum can be viewed by using the link located at www.phdcphila.org.

Mr. Rodriguez informed the Board that, due to the pandemic, the Sheriff's Department has suspended all tax sales until at least July. The last sheriff sale that the Land Bank participated in was February. Therefore, properties identified for acquisition in March through June will be handled in fiscal year 2021 if the courts and the Sheriff's Department are functioning. To date, the Land Bank has acquired 194 properties compared to our goal of 325 for fiscal year 2020.

With respect to dispositions, Mr. Rodriguez informed the Board that staff is working to address the mechanics and technical issues (such as notarization and recording) needed to complete

settlement for those properties that have a fully signed agreement and received all approvals. He further indicated that we are working with title companies and remote notaries to define a process.

Mr. Rodriguez indicated that, without proper COVID testing and protocol, this will likely be the way the Land Bank continues to operate into the fall.

Mr. Rodriguez stated that he anticipates resuming RFPs and competitive sales by June 1. In addition, Mr. Rodriguez informed the Board of upcoming changes to the website that will allow for electronic submissions for side yards, gardens, business expansions, and other real estate developments.

Regarding certificates of completion, Mr. Rodriguez informed the Board that staff is working through issues such as obtaining signatures, notarization, document recording and EOP approval. Mr. Rodriguez informed the Board that training workshops will resume towards the end of June.

Ms. Adams commended Mr. Rodriguez and the Land Bank staff on their work to resume operations during the pandemic.

Due to technical issues at the beginning of the meeting, Mr. Dunbar asked Ms. Adams to confirm her attendance for roll call. Mr. Cusano asked Ms. Adams to confirm that she was in attendance since the beginning of the meeting, which she did. Mr. DeMarco asked if the other participants could hear him and confirmed that he had been in attendance since the beginning of the meeting.

Agenda Item 5 **Elections**

Mr. Dunbar asked Mr. Cusano to announce the nominees for board positions. Mr. Cusano stated that pursuant to the Bylaws, nominations were sought and, of those who accepted, the candidates are as follows:

Anne Fadullon – Chair
Vice Chair – Eric Bodzin
Secretary – Majeedah Rashid
Treasurer – Joshu Harris
Eleventh Member – Rick Sauer

Mr. Dunbar asked if the Board can vote for all candidates in a single vote rather than each position separately. Mr. Cusano responded that a single vote is acceptable.

Mr. Rodriguez asked when these positions would become effective. Mr. Cusano responded that they would be effective immediately.

Mr. Dunbar called for a motion to approve the election of the above referenced candidates to the positions to which they had been nominated.

Ms. Adams made a motion to approve the election of above referenced candidates to the positions to which they had been nominated. The motion was seconded by Mr. Johns.

Upon motion made and duly seconded, the Board approved the election of above referenced candidates to the positions to which they had been nominated as set forth in the resolution attached to these minutes as Exhibit A.

Mr. Dunbar congratulated the newly elected individuals. Ms. Fadullon thanked Mr. Dunbar for his work as Chair of the Board.

Mr. Rodriguez read a comment from Jihad Ali. Mr. Ali stated congratulations to the new officers and thanked Mr. Dunbar for his service.

Agenda Item 6
Adjournment

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

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

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

The meeting was adjourned at 10:28 a.m.

SECRETARY TO THE BOARD

PUBLIC ATTENDEES



**BOARD OF DIRECTORS
REGULAR MEETING**

Tuesday, May 12, 2020 at 10:00 AM

FirstName	LastName	Email
Kimberly	Thomas	kimberly.thomas@foxroach.com
John	Mondlak	john.mondlak@phila.gov
John	Kromer	jkromer@gmail.com
Madeleine	Hager	mhager@haverford.edu
Jihad	Ali	jihad@jihadali.com
Andrew	Goodman	andrew.goodman@phila.gov
Justin	Hollinger	justin.hollinger@rhls.org
Brett	Nedelkoff	brett.nedelkoff@phila.gov
anthony	fullard	fullardam@gmail.com
Joseph	Jampel	jjampel@rhls.org

EXHIBIT A

RESOLUTION NO. 2020 - 13

RESOLUTION ELECTING OFFICERS OF THE PHILADELPHIA LAND BANK

NOW THEREFORE, BE IT RESOLVED by the Board of Directors of the Philadelphia Land Bank that the following individuals are elected to the position below appearing opposite their names, to hold office for one year or until their successors are appointed and qualified:

Anne Fadullon – Chair
Vice Chair – Eric Bodzin
Secretary – Majeedah Rashid
Treasurer – Joshu Harris
Eleventh Member – Rick Sauer

This Resolution shall take effect immediately.

ADOPTED 5/12/2020

**THE FOLLOWING PERTAINS TO ITEM 5 ON
THE JUNE 9, 2020 AGENDA**

RESOLUTION NO. 2020 – _____

RESOLUTION AUTHORIZING PURCHASE OF INSURANCE

WHEREAS, pursuant to Resolution 2020-5, the Board of Directors of the Philadelphia Land Bank (“**Board**”) authorized an agreement with Conner Strong and Buckelew Companies, LLC (“**CSB**”) to provide insurance, risk management, safety and loss control, claims and administrative services.

WHEREAS, the CSB is in the process of obtaining quotes for general liability, public officials/employment practices liability, and various other insurance.

WHEREAS, the Board deems it necessary and in the best interest of the Land Bank to authorize the Executive Director to purchase any and all insurance pursuant to the terms and conditions of this Resolution.

NOW THEREFORE BE IT RESOLVED by the Board of Directors of the Philadelphia Land Bank (“**Board**”) that:

1. The Executive Director is hereby authorized in the name of, and on behalf of, the Land Bank to purchase any and all insurance which the Executive Director deems necessary or desirable for the period July 1, 2020 to June 30, 2021 in an amount not to exceed _____ (\$_____) in the aggregate.
2. The Executive Director is further authorized to prepare, execute, deliver, and perform any and all agreements and other documents, as may be necessary or desirable, to purchase any and all insurance pursuant to this Resolution (collectively, the “**Transaction Documents**”). The Transaction Documents shall contain such terms and conditions as the Executive Director, with the advice of Senior Counsel, deems necessary or desirable 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.