

**AGENDA**  
**PHILADELPHIA LAND BANK**  
**BOARD OF DIRECTORS MEETING**

TUESDAY, MARCH 12, 2024 – 10:00 AM

THIS MEETING WILL BE HELD REMOTELY ON ZOOM AND IS OPEN TO THE PUBLIC.

**INSTRUCTIONS FOR REGISTERING FOR PUBLIC ACCESS TO THIS MEETING  
AND FOR SUBMISSION OF PUBLIC COMMENTS ARE LOCATED ON THE PAGE  
FOLLOWING THE AGENDA**

**AGENDA**

- I. Roll Call
- II. Approval of Minutes of the Meeting of January 16, 2024
- III. Executive Director’s Report
- IV. Administrative Matters
  - A. **Agreement for Professional Services with Connor Strong & Buckelew Companies, LLC**

The agreement includes insurance, risk management, claims, safety/loss control, and administrative services dating back to January 1, 2024.
  - B. **First Amendment to Amended and Restated Management Contract between Philadelphia Housing Development Corporation and Philadelphia Land Bank**

The agreement extends the term of the existing Amended and Restated Management Contract (the “Contract”) for four additional one-year terms, retroactive to July 1, 2023. All other terms and provisions of the Contract will remain unchanged and continue in full force and effect.
  - C. **Interagency Transfers**

The property below is proposed for transfer to the Philadelphia Housing Development Corporation for disposition, reuse and/or management by the Philadelphia Housing Development Corporation, specifically community open space preservation.

    - 1115 N. 41<sup>st</sup> Street (*property being transferred by the Department of Public Property to PHDC via the Land Bank*)

## **V. Property Dispositions**

### **A. Development – Affordable Housing (unsolicited)**

The properties below are proposed for disposition to a Community Land Trust (the “CLT”) which will be established by Mount Vernon Manor, Inc. upon approval of the disposition. The CLT will develop four (4) single-family affordable homeownership units, intended for sale to households with incomes ranging from 60% to 80% of the Area Median Income (AMI), and will retain ownership of the land while selling the improvements on the land to eligible homebuyers. The anticipated sale price for each of the four homes will range from \$135,000 to \$155,000. Under the terms of the ground lease, homeowners will lease the land from the CLT and own the improvements on the land. This lease will have a duration of 99 years and is renewable. The application was unsolicited and qualified as per terms of the disposition policy. An EOP plan will apply to this project.

- 708, 710, 714 and 723 N. Shedwick Street (CD3) *(all properties being transferred by the Philadelphia Redevelopment Authority to the Land Bank)*

## **VI. Public Comment (Old & New Business)**

## **VII. Adjournment**

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## MEMORANDUM

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**FROM:** Andrea Imredy Saah, Esq., Senior Counsel  
**RE:** **Philadelphia Land Bank March 12, 2024 Board Meeting**  
Remote Board Meeting Notice, Public Attendance, and Comment Procedures  
**DATE:** March 1, 2024

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The next Meeting of the Board of Directors of the Philadelphia Land Bank (“Land Bank”) is currently scheduled for Tuesday, March 12, 2024, with the executive session to begin at 9:30 A.M. and the meeting to begin at 10:00 A.M or as soon as the Executive Session has ended. This meeting will be held remotely using Zoom webinar. The meeting is open to public attendees and for public comments and questions.

**PLEASE NOTE: To participate in the meeting on your computer, you must register in advance. This requirement is necessary to allow us to collect the names of participants as required by law.** Using a computer, tablet or smartphone, use the following link:

[https://us02web.zoom.us/webinar/register/WN\\_uShnioX9SLuhXBEJvc4utQ](https://us02web.zoom.us/webinar/register/WN_uShnioX9SLuhXBEJvc4utQ)

After registering, you will receive a confirmation email containing information about joining the webinar. Members of the public who join before 10 A.M. will be given access when the meeting begins.

**Webinar ID: 863 4196 8429; Passcode: 433530**

**To join the meeting by calling in, dial one of the following numbers:**

+1 267 831 0333 or +1 301 715 8592 or +1 312 626 6799 or +1 929 205 6099 **Passcode: 433530**

The Board agenda and package will be available to view no later than five (5) days prior to the Board meeting at <https://phdcphila.org/who-we-are/boards/philadelphia-land-bank-board/>. Public comment and questions regarding the matters that are posted on the agenda may be submitted by email prior to the Board meeting and/or in person if attending the Board meeting.

**To submit questions or comments prior to the Board meeting, you must email the following information to [andrea.saah@phdc.phila.gov](mailto:andrea.saah@phdc.phila.gov) by 3:00 p.m. on Monday, March 11, 2024:**

- Your full name and group or company affiliation, if applicable;
- Contact information (your email address);
- Identify the agenda item that you are addressing; and
- State your question/comment in a clear and concise manner.

Questions/comments submitted via email by the 3:00 pm deadline will be summarized at the Board meeting, answered or addressed to the extent the Board chooses, and attached to the minutes of the meeting.

**To submit questions or comments during the Board meeting when public comment on an agenda item is requested by the Board Chair, use the “Raise Hand” function at the bottom of the screen. You may also submit your questions/comment using the “Q&A” function. Do not use the Chat function for questions or comments.** The Board Chair may limit repetitious questions/comments. Q&A submissions will be attached to the minutes of the meeting.

If possible, the Board meeting will be recorded and made publicly available within thirty (30) days. If you have a question about an agenda item after the meeting concludes, please submit it as described above. To the extent possible, it will be addressed by Land Bank staff or by the Board at the next meeting.