

Board of Directors Meeting**July 13, 2017****3:30 p.m.****Agenda**

	<u>Page</u>
1. Roll Call	
2. Public Comment	
3. Approval of Minutes for the Meeting of June 8, 2017	(1)
4. Approval of Minutes for the Special Board Meeting of June 27, 2017	(16)
5. Update on Property Transfers	(22)
6. Contract Extension for Services of Andrea Saah	(23)
7. Assignment of Purchase and Development Agreement from Innova Redevelopment LLC to Various solely-owned limited liability companies for: 1533 Latona Street, 1138 S. Sydenham Street, 1145 S. Sydenham Street, 1153 S. Sydenham Street, 1521 Reed Street, 1110-1112 S. 20th Street, 1118 S. 20th Street, 1124 S. 20th Street and 2002-2004 Annin Street	(27)
8. Approval of Fee Agreements with Gochring Rutter & Boehm and with Linebarger Goggan Blair & Sampson, LLP for Tax Sale Properties	
9. Disposition of 2855 N. Watts Street to Michael Beatty with self-amortizing mortgage	(30)

10. Old Business

Website Launch
Land Bank Approved Acquisition and Sales Report
Finance Committee Report

11. Adjournment

This meeting is open to the public

PHILADELPHIA LAND BANK

BOARD MEETING MINUTES

A Regular Meeting of the Board of Directors of the Philadelphia Land Bank was held on Thursday, June 8, 2017 commencing at 3:37 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. Purnell called the meeting to order at 3:39 p.m.

Agenda Item 1

Roll Call

The following members of the Board of Directors reported present: Frederick Purnell, Chair; Jennifer Kates, Vice-Chair; Paulette Adams, Richard DeMarco, Michael Koonce, Majeedah Rashid, Rick Sauer and Courtney Voss.

The following members of the Board of Directors were not present: Anna Shipp, Secretary; Angel Rodriguez, Treasurer; and Anjali Chainani.

The following staff members were present: Nicholas Scafidi, Esq., Jamila Davis, Paul Chrystie, Darren Williams, Christi Williams, Brian Romano Cathy Califano, Office of Planning; Darshna Patel and Elizabeth Bonaccorso.

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, was ready to proceed with business.

CHAIRMAN'S ANNOUNCEMENT

Mr. Purnell stated that an Executive Session took place prior to today's meeting. The Board discussed matters involving personnel matters and the Board considered the purchase of real property.

Agenda Item 2

Public Comment

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

Mr. Purnell recognized Mr. Ronald Holt who thanked the Board for their dedication, hard work and commended them on doing a good job. Mr. Holt then stated that he would like to see more properties sold to individuals in addition to property being sold to developers.

Mr. Purnell recognized Mr. Kinji Ridley who commented upon a lack of communication on Expression of Interests. Mr. Ridley stated he has submitted numerous EOI's for vacant lots, but hasn't received any updates. Mr. Purnell replied that the Land Bank is launching a new website which will help with this problem and he asked Ms. Christi Jackson to follow-up with Mr. Ridley after the meeting.

Agenda Item 3
Approval of Board Minutes

Mr. Purnell called for a motion to approve the minutes of the Board meeting of May 11, 2017.

Upon motion made and duly seconded, the minutes were approved as presented.

Agenda Item 4
Update on Property Transfers

Ms. Jackson provided the Board with the report of properties which are being transferred from the City, PHDC and PRA to the Land Bank and properties acquired by the Land Bank at tax sales.

Ms. Jackson stated that 2,300 properties have been approved for transfer to the Land Bank. 1,996 have actually been transferred; 76 properties are under review for transfer; and 98 transfer deeds are waiting to be processed. We expect 40 deeds to be executed over the next 3 to 4 weeks.

Ms. Kates asked if the Board could be given information on the number of properties being held in each agency.

Agenda Item 5
Memorandum of Understanding Between the Philadelphia Land Bank and the City of Philadelphia to Coordinate the Handling of Tax Delinquent Real Estate Properties

and

Agenda Item 6
Delegation of Limited Authority to Land Bank Staff for Acquisition of Tax Sale Property in Accordance with Strategic Plan

Mr. Purnell stated that Items 5 and 6 are being tabled and will be presented at a Special Board meeting later this month.

Mr. DeMarco asked if a Notice would be posted for this Special Meeting. Mr. Scafidi replied that the meeting will be advertised in the newspaper and posted on our website and in our lobby.

Agenda Item 7
Contract Extension for Services of Andrea Saah

Ms. Purnell stated that this Item is being tabled and we expect to present it at the July meeting.

Agenda Item 8
Authorization to Appoint PHDC as Land Bank Agent
to Procure Insurance Broker Services

Ms. Jackson told the Board that since formation of the Land Bank, brokerage services have been performed by Bradley and Bradley with the intention to issue an RFP for these services once the inventory increased. In April 2017 PHDC, on behalf of itself and the Land Bank, issued an RFP soliciting insurance broker services for both PHDC and Land Bank for the next 3 years. There were 3 respondents: PK Financial, Bradley & Bradley, Inc. and Connor Strong and Buckelew.

Ms. Jackson stated that a committee from various agencies evaluated and rated qualifications, experience/capacity, quality and clarity of responses, MBE/WBE participation and costs. The committee determined that Connor Strong & Buckelew met all the criteria and recommended their engagement.

Mr. Purnell called for a motion to approve the Appointment of PHDC as the Land Bank's Agent to Procure Insurance Broker Services. Upon motion made and duly seconded the motion was approved as follows:

RESOLUTION NO. 2017 - 28

**RESOLUTION AUTHORIZING APPOINTMENT OF PHILADELPHIA HOUSING
DEVELOPMENT CORPORATION TO ACT AS LAND BANK AGENT TO
PROCURE INSURANCE BROKER SERVICES**

WHEREAS, in April 2017, the Philadelphia Housing Development Corporation ("PHDC"), on behalf of itself and the Philadelphia Land Bank ("Land Bank"), duly issued and advertised in newspapers of general circulation a Request for Proposals ("RFP") soliciting candidates to submit proposals that demonstrated sufficient qualifications, capability and experience to provide insurance broker services for PHDC and the Land Bank for the next three (3) years;

WHEREAS, three (3) candidates responded to the RFP by submitting proposals;

WHEREAS, after reviewing the three proposals, PHDC staff (i) has determined that the proposal submitted by Connor Strong & Buckelew (“Connor”) is the most responsive to the RFP and most advantageous to PHDC and the Land Bank and (ii) therefore recommends that PHDC engage Connor to provide certain insurance broker services for PHDC and the Land Bank pursuant to a one (1) year contract in the amount of Fifty Thousand Dollars (\$50,000), with a term commencing June 1, 2017 and ending May 31, 2018, and an option for PHDC to renew for two (2) additional consecutive one (1) year periods for the same amount.

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

1. The Land Bank may execute a Limited Power of Attorney appointing the Philadelphia Housing Development Corporation to act as the Land Bank’s agent to take all necessary and appropriate actions required to enter into a one (1) year contract with Connor Strong & Buckelew to provide certain insurance brokerage services for the Philadelphia Housing Development Corporation and the Philadelphia Land Bank, with an aggregate contract amount not to exceed Fifty Thousand Dollars (\$50,000) and a contract term commencing June 1, 2017 and ending May 31, 2018, and a contract option for the Philadelphia Housing Development Corporation to renew said contract for two (2) additional consecutive one (1) year periods for the same amount.
2. The Board Chair is authorized to prepare, execute and deliver a Limited Power of Attorney appointing the Philadelphia Housing Development Corporation to act as the Land Bank Attorney-in-Fact and other documentation necessary to effectuate the purposes of this Resolution which shall contain such terms and conditions as the Board Chair and General Counsel shall deem necessary or appropriate to protect the interests of the Land Bank.

Agenda Item 9

Contract with Neighborhood Garden Trust for Evaluation and Assessment of Community Gardens for Potential Acquisition by Land Bank

Ms. Jackson asked the Board to authorize a Professional Services contract with Neighborhood Gardens Trust. Ms. Jackson informed the Board that one of the Land Bank’s goals outlined in the Strategic Plan is the acquisition, development and preservation of individual and community gardens. Ms. Jackson stated the Land Bank has been working with the Mayor’s Office of Sustainability, Department of Parks and Recreation, the Food Policy Advisory Council and the Department of Planning and Development to establish goals and policies and to identify potential gardens within the City.

Numerous applications for gardens are for privately owned or tax delinquent parcels. Since the Land Bank does not have the resources to perform the identification and evaluation of sites for acquisition, contracting with NGT for these services is expedient and cost-effective.

NGT will conduct outreach and assessments on 180 gardens that are on public, private and tax delinquent land. They will conduct site interview and inspections, garden outreach and assessment, public sessions for gardeners and will prepare a written report which will identify, describe and evaluate each garden. The contract amount will not exceed \$22,000.

Ms. Kates asked about NGT's timeline. Ms. Jenny Greenberg replied that by mid-July various properties will be flagged and delinquent properties will be identified. Ms. Kates stated that she has been impressed with the work already completed by NGT.

Ms. Kates asked if any forms will be distributed to the communities. Ms. Greenberg replied that NGT will hold public meetings and Mr. Koonce mentioned that the City is preparing a letter and brochure on this topic.

Mr. Purnell called for a motion to approve a Professional Services Contract with Neighborhood Gardens Trust. Upon motion made and duly seconded the motion was approved as follows:

RESOLUTION NO. 2017 – 29

RESOLUTION AUTHORIZING A PROFESSIONAL SERVICES CONTRACT WITH NEIGHBORHOOD GARDENS TRUST

NOW THEREFORE, BE IT RESOLVED by the Board of Directors of the Philadelphia Land Bank that authorization is hereby given for the Land Bank to enter into a professional services contract with Neighborhood Gardens Trust ("NGT") to conduct outreach and assessments on 180 gardens that are located on public or private, tax-delinquent land and were identified as active gardens by the Community Garden Data Collaborative, as further described in the attached proposal dated May 3, 2017 for a not-to-exceed maximum compensation, including out-of-pocket expenses, of Twenty-Two Thousand Dollars (\$22,000).

FURTHER RESOLVING, that authorized Land Bank staff may prepare, execute and deliver an Agreement necessary to effectuate the purposes of this Resolution which shall contain such terms and conditions as the Land Bank Chair and General Counsel shall deem necessary or appropriate to protect the interests of the Land Bank.

100 North 20th Street
Philadelphia PA 19103



Neighborhood
Gardens
Trust

215.988.8800
NGT@pennhort.org
www.ngtrust.org

May 3, 2017

Tania Nikolic
Interim Executive Director
Philadelphia Land Bank
1234 Market Street, 17th Floor
Philadelphia, PA 19102

Dear Ms. Nikolic,

I write on behalf of the Neighborhood Gardens Trust (NGT), Philadelphia's nonprofit land trust dedicated to the acquisition and preservation of community gardens and shared open spaces.

An affiliate of the Pennsylvania Horticultural Society (PHS), NGT holds title or long-term leases for community-managed open spaces across Philadelphia and has preserved 37 gardens to-date. These properties range in size from single house lots to 4.3 acres and collectively serve over 800 urban gardeners.

NGT regularly evaluates gardens that apply to the Trust for preservation and has expertise in assessing the physical and organizational capacity of community-managed open spaces. In 2016, NGT performed professional services for the Philadelphia Land Bank to conduct field surveys and assessments of community gardens located on city-owned parcels.

NGT proposes to conduct outreach and assessments on 180 additional gardens that are located on public or private, tax-delinquent land and were identified as active gardens by the Community Garden Data Collaborative. Based on discussions with Planning and Development, Office of Sustainability, Department of Parks and Recreation, NGT is prepared to perform the following scope of work.

Phase I Pre-fieldwork research

1. Cross reference community garden data against PHS and NGT lists--City Harvest, Landcare, NGT Intake and Acquisition Plan

2. Using PWD Stormwater viewer and City ArcGIS, confirm parcels that fall within the footprint of each garden
3. Develop bilingual outreach letter to be approved by the city
4. Sort gardens by geography and develop routing plan to visit each garden

Phase II Field Work/Site visits

1. Visit each garden.
 - a. Speak with gardeners on-site, if any
 - b. Take garden photographs
 - c. Conduct site assessment (from the sidewalk) of physical conditions at the garden and immediate area
 - d. Affix outreach package to garden fence or in another visible location. Package will include letter, city-produced brochures about relevant disposition policies, and dates of FPAC-sponsored information sessions.

Phase III Gardener Outreach/Assessment

1. Coordinate phone calls with garden contacts who respond to letter.
2. Identify contacts for gardens that do not respond to the outreach letter but are determined to be priorities via:
 - a. The Public Interest Law Center
 - b. Soil Generation
 - c. District council office
 - d. Nearby gardens
 - e. NACs, CDCs, etc.
3. Conduct phone interviews with garden contacts:
 - a. Explain reason for outreach by NGT
 - b. Conduct preliminary assessment of garden capacity
 - c. Assess interest of gardener in land use agreement or long-term preservation
 - d. Invite to information sessions
4. Coordinate with the Food Policy Advisory Council and the Land Bank to organize two public information sessions regarding city disposition policies and land access for community gardens.

Phase IV Documentation

1. Sort gardens into the following categories:
 - a. Active community gardens that are strong candidates for preservation.
 - b. Active community gardens that may be good candidates for preservation or a land use agreement, but need additional support for physical improvements and/or organizational capacity-building.

- c. Active gardens that are tended by an individual or family, but play an active role in the community by sharing produce with neighbors, hosting events, neighborhood beautification, or educational programming.
 - d. Active gardens that should be referred to the side yard program.
 - e. Gardens that are not recommended for leasing or preservation at this time.
 - f. Properties that are not being used for community greening or recreational purposes.
2. Provide description including:
 - a. Condition of garden infrastructure and vegetation (type of crops, fence, raised beds, water source, trees, tool storage, other structures on-site).
 - b. Presence of mural
 - c. Position of garden on the block
 - d. Proximity to recreation center or library
 3. Prioritize/Identify high-risk gardens based on:
 - a. Pattern of public and private properties within garden footprint
 - b. 3rd party tax liens (“old liens”)
 - c. Market pressure as indicated by TRF Displacement Risk Ratio
 4. NGT will develop one-page profiles as requested by the city for gardens that submit EOIs which would include:
 - a. All parcels and ownership
 - b. Garden photographs
 - c. Description of physical conditions
 - d. Contact information if available
 - e. Overview of organizational capacity, garden history, etc., if available

Cost Proposal:

NGT proposes a time and materials contract with the Philadelphia Land Bank not-to-exceed \$22,000 based on the following hourly billable rates:

NGT Executive Director: \$70/hr @ 200 hours
 NGT Garden Program Associate: \$30/hr @90 hours
 NGT Research Fellow: \$15/hr @ 390 hours

Timing:

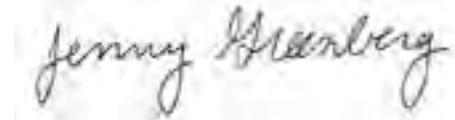
NGT will complete the scope in two stages:

Garden Group A : 57 community gardens that contain at least one privately-owned parcel by June 30, 2017. Note: *NGT’s ability to meet this timeline is dependent on the availability of city-produced brochure by May 22, 2017.*

Garden Group B: 123 gardens that are city-owned by September 15, 2017.

Thank you for your consideration. Please do not hesitate to contact me with additional questions at 215-988-8798.

Sincerely,

A handwritten signature in cursive script that reads "Jenny Greenberg". The signature is written in dark ink on a light-colored background.

Jenny Greenberg
Executive Director

Cc: Cathy Califano
Sarah Wu
Christi Jackson
Elisa Esposito

Agenda Item 10
Acquisition of 1914 N. 8th Street

and

Agenda Item 11
Disposition of 1938 and 1942 N. Darien Street

Mr. Scafidi stated that the Land Bank is supporting the City of Philadelphia and the Philadelphia Housing Authority in implementing its Choice Neighborhood Grant. The Board has approved the conveyance of 60 parcels to PHA for the development of 89 rental units of low-income housing known as the Norris Central CNI Phase I Project.

PHA would like to acquire the right to relocate an alleyway for its site plan for the Norris Choice Project and has asked the Land Bank to help accomplish this by entering into an arrangement, described below, with Yuhan Holdings, LLC, the holder of rights to the alley which will be relocated.

First, Yuhan will convey its property at 1914 N. 8th Street to the Land Bank for nominal consideration. Second, the Land Bank will convey 1938 and 1942 Darien Street to Yuhan for nominal consideration. The Land Bank will also pay Yuhan \$17,500 and PHA has agreed to fully reimburse the Land Bank for this payment to Yuhan.

Both settlements will take place simultaneously.

Mr. Purnell called for motions to approve the acquisition of 1914 N. 8th Street and to convey 1938 and 1942 N. Darien Street to Yuhan Holdings, LLC. Upon motion made and duly seconded the motions were approved as follows:

RESOLUTION NO. 2017 – 30

**RESOLUTION GRANTING AUTHORIZATION TO ACQUIRE
1914 N. 8TH STREET, PHILADELPHIA, PA**

WHEREAS, the Philadelphia Land Bank is supporting the City of Philadelphia and the Philadelphia Housing Authority (“PHA”) in implementing its Choice Neighborhood Grant by conveying certain parcels of property to PHA for the development of 89 rental units of low-income housing, known as the Norris Central CNI Phase I Project;

WHEREAS, PHA has now requested that the Land Bank assist PHA in acquiring the right to relocate an alley on the footprint of its proposed development and necessary for construction of the Project as presently planned;

WHEREAS, in order to accomplish the alley relocation, the Land Bank has agreed that it will acquire property from Yuhan Holdings, LLC located at 1914 N. 8th Street, Philadelphia, PA for nominal consideration in accordance with an Agreement of Sale which Yuhan has executed; and

WHEREAS, the Land Bank Act allows the Land Bank to acquire real property and interests in real property by any means upon conditions and in the manner the Land Bank considers proper.

NOW THEREFORE, BE IT RESOLVED by the Philadelphia Land Bank, that the appropriate staff of the Land Bank may enter into an Agreement of Sale to purchase 1914 N. 8th Street, Philadelphia, PA from Yuhan Holdings, LLC for nominal consideration.

FURTHER RESOLVING, that Land Bank staff is hereby authorized to prepare, execute, deliver and record all instruments, documents and agreements necessary to effectuate the purposes of this Resolution and to pay all incidental expenses of transfer, which instruments, documents and agreements shall contain such terms and conditions as the Board Chair and General Counsel shall deem necessary or appropriate to protect the interests of the Land Bank.

RESOLUTION NO. 2017 – 31

RESOLUTION AUTHORIZING CONVEYANCE OF CERTAIN PROPERTIES TO YUHAN HOLDINGS, LLC

WHEREAS, Section 16-707 of the Philadelphia Code authorizes the Philadelphia Land Bank (“Land Bank”) to convey, exchange, sell, transfer, lease, grant or mortgage interests in real property of the Land Bank, subject to approval of the Vacant Property Review Committee and resolution by City Council, and subject further to certain stated terms and conditions; and

WHEREAS, the Vacant Property Review Committee reviewed the proposed transfer of 1938 N. Darien Street and 1942 N. Darien Street at its public meeting held on May 9, 2017 and Philadelphia City Council has approved this conveyance by resolution adopted on June 8, 2017.

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

1. The Land Bank determines that conveyance of 1938 N. Darien Street and 1942 N. Darien Street (the “Properties”) to Yuhan Holdings, LLC for the consideration of Two Dollars (\$2.00) to be in the best interests of the Land Bank.

2. The conveyance of the Properties complies with all terms and conditions of Section 16-707 of the Philadelphia Code.

3. Land Bank staff is authorized to prepare, execute and deliver an agreement, deed and all other documentation necessary to effectuate the purposes of this Resolution which shall contain such terms and conditions as the Executive Director and General Counsel shall deem necessary or appropriate to protect the interests of the Land Bank.

4. The Board Chair with the advice of General Counsel may allow modifications to this Resolution necessary or desirable to carry out its purposes and intents.

2855 N. Watts Street

Ms. Purnell stated that this Item is being tabled and will be presented in July.

Agenda Item 12
Old Business

Amendments to Land Bank Ordinance

Mr. Scafidi provided the Board with a summary of recent amendments to the Philadelphia Code which benefit the Land Bank.

In May 2017, City Council passed, and the Mayor signed, Bill No. 170205 that amended certain provisions of the Philadelphia Code which govern the operations of the Philadelphia Land Bank to reduce expenses and expedite short-term leasing of property.

First, Section 10-1001 of The Philadelphia Code (“Fees of Commissioner of Records”) was amended to exempt the Land Bank from the payment of City fees when it records a deed transferring title to property into the Land Bank from a public or private party.

Second, Chapter 16-707 of the Philadelphia Code was amended to allow the Land Bank Board of Directors, without further approval of VPRC or City Council, to lease any property owned by the Land Bank for a term of one year or less.

Finally, Section 19-1404 and 16-1405 of The Philadelphia Code (“Realty Transfer Tax”) were amended to exempt from payment of City Realty Transfer Tax transactions whereby the Land Bank receives a property as a gift or through sheriff sale, or if there is a conveyance for nominal consideration pursuant to the Land Bank ordinance.

Website Launch

Mr. Purnell introduced Ms. Darshna Patel who reported on the Land Bank’s new website which will replace Phillylandworks.org. Ms. Patel stated that on this coming Monday, Phase I will be implemented and the current website will be moving to the Cloud. Ms. Patel stated that staff will receive email instructions on how to log into the web browser, with further training expected in July.

Several Board members then asked specific questions about the new application, including its search function, screening of EOI’s for permitted uses and public feedback.

Ms. Kates asked whether the website allows for reporting and communication with applicants. Ms. Jackson replied that the system shows open EOI's and Council District. It also shows if there are multiple EOI's which would lead to competitive bids. If a property is being held for a project or if a RFP has been issued, the applicant will receive a letter with this information.

Land Bank Approved Acquisition and Sales Report

Ms. Jackson presented the Board with the Land Bank's Approved Sales Report dated June 2017 which shows Dispositions and Acquisitions.

The Board discussed the report and suggested several modifications to better align acquisitions and dispositions with the Strategic Plan goals and whether the Board needs to review these goals and adjust them for next year.

Staffing

Mr. Purnell informed the Board that job openings for a Director of the Land Bank, a Real Estate Settlement Specialist, and 2 Project Managers have been posted on the Land Bank website. Applications are being accepted on-line.

Mr. Koonce asked when a Finance Committee meeting would be scheduled. Mr. Purnell stated that he will schedule a Finance Committee meeting as soon as possible.

There being no further business to come before the Board, Mr. Purnell declared the meeting adjourned at 4:14 p.m.

SECRETARY TO THE BOARD

PHILADELPHIA LAND BANK

Board of Directors

Regular Rescheduled Meeting Thursday, June 8, 2017

3:30 PM

GUEST SIGN-IN SHEET

NAME

- 1) Christina Letsoulis
- 2) Ron Holt
- 3) Elizabeth Noterman
- 4) Yue Xiang
- 5) David Feldman
- 6) Jenny Greenberg
- 7) Daniel Reyes
- 8) John Krower
- 9) Jeremy Gradwohl
- 10) Jason LANC
- 11) ANTHONY BRUTTANIN

COMPANY

- Center for Public Health Law Research
- SOUTHWEST DIST SERVICE
- UW-Madison
- UPENN
- Right Size Homes
- NBT
- NBT
- Council President's JFA
- HL HOLDINGS
- BRUTTANIN ARCHITECTURE

E-MAIL ADDRESS

- cpatsoul@jhu.edu
- SENATE.HOLT@SMALL.CO.PA
- enoterman@gmail.com
- Xyue9412@gmail.com
- dfeldman@right-size.com
- Jgreenberg@penharts.org
- dareyes2@gmail.com
- JKrower@gmail.com
- ~~JFA~~
- dstb@jfa.org
- BRUTTANIN.ARECHITECTURE@COMCAST.NET

NAME

E-MAIL ADDRESS

COMPANY

12) Maria Ruthen
13) K. Francisco B. Silva

Reading e Community Solutions eCity Solutions LLC
Kboulter@pubintlaw.org

14) CELSO DE SOUZA

celso.mdsouza@gmail.com BSC

15) EMERSON MAFIA

IMPACT CONSTRUCTION 59 @ YAHOO.COM

16) DOMINIE BAIWY

DOMINIEBAIWY@MEX.COM
ATLANTIC INT'L INC.

17)

18)

19) 5

20)

21)

22)

24)

25)

26)

27)

28)

PHILADELPHIA LAND BANK

SPECIAL BOARD MEETING MINUTES

A Special Meeting of the Board of Directors of the Philadelphia Land Bank was held on Tuesday, June 27, 2017 commencing at 10:53 a.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

Ms. Kates called the meeting to order at 10:55 a.m.

CHAIRMAN'S ANNOUNCEMENT

The Vice-Chairman announced that prior to today's Public Session, the Board held an Executive Session to consider certain personnel and staffing issues for the Land Bank and the Board considered the purchase of real property.

Agenda Item 1 **Roll Call**

The following members of the Board of Directors reported present: Jennifer Kates, Vice-Chair; Anna Shipp, Secretary; Anjali Chainani, Richard DeMarco, Michael Koonce, Majeedah Rashid, Rick Sauer and Courtney Voss.

The following members of the Board of Directors were not present: Frederick Purnell, Chair; Angel Rodriguez, Treasurer and Paulette Adams.

The following staff members were present: Nicholas Scafidi, Esq., Paul Chrystie, Darren Williams, Christi Williams, Christina Martinez, Brian Romano, Maribel Rosado, Cathy Califano, Office of Planning; and Elizabeth Bonaccorso.

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, was ready to proceed with business.

Agenda Item 2
Public Comment

Ms. Kates asked if any member of the public wished to comment upon any item on the Board's agenda. No attendee responded to Ms. Kates' invitation to comment.

Agenda Item 3
Memorandum of Understanding Between the Philadelphia Land Bank, The City of Philadelphia, Philadelphia School District and Philadelphia Gas Works to Coordinate the Handling of Tax Delinquent Real Estate Properties

Ms. Califano asked the Board to approve the Memorandum of Understanding ("MOU") among the City, PGW and the School District which would create a process for the Land Bank to identify, evaluate and acquire privately owned tax delinquent properties. The MOU process was explained by reference to the flow chart provided to Board members and the public. The process begins when the Land Bank identifies tax delinquent properties that it may wish to acquire and allows approximately 120 days for the Land Bank and the Revenue Department to determine eligibility for acquisition and pricing (pricing would be the lesser of certain city liens or the OPA assessed value). The Land Bank may have as many as 500 properties on "hold" at any one time while the properties are being evaluated.

Mr. Scafidi advised that the proposed Resolution to approve the attached MOU allows for minor modifications to be made by General Counsel. Mr. Scafidi provided some examples such as the date of the Board meeting and individuals who will sign and receive notice.

Ms. Kates asked if the Land Bank has the appropriate funding. Mr. Scafidi replied that the FY18, when approved, will provide sufficient funding for these acquisitions.

Mr. Koonce again stated that a Finance Committee meeting must be scheduled and the members must receive updated financial information. Ms. Califano replied this information will be given to Finance Committee members.

Ms. Kates called for a motion to approve the Memorandum of Understanding Between the Philadelphia Land Bank, The City of Philadelphia, Philadelphia School District and Philadelphia Gas Works to Coordinate the Handling of Tax Delinquent Real Estate Properties. Upon motion made and duly seconded the motion was approved as follows:

RESOLUTION NO. 2017 - 32

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

WHEREAS, the Philadelphia Land Bank intends to acquire certain tax delinquent property which the City of Philadelphia (the “City”) will expose to sheriff sale pursuant to the Municipal Claim and Tax Lien Law (“Tax Sales”);

WHEREAS, the City understands the value and benefit of the Land Bank and the special powers granted to it by the General Assembly to acquire and repurpose vacant tax delinquent properties for the benefit of the City and its citizens;

WHEREAS, the Land Bank understands the value and benefit of swift and consistent enforcement of tax delinquencies to maximize revenues for the benefit of the City and Philadelphia School District and their residents and students;

WHEREAS, the City and the Land Bank wish to create a process that respects both the Land Bank’s interest in acquiring properties it identifies as necessary to implement its Strategic Plan and the City’s interest in using Tax Sales as part of its revenue collection process;

WHEREAS, the City and Land Bank have developed a Memorandum of Understanding which creates a mutually acceptable process for the Land Bank to identify and acquire tax delinquent properties while making payment to the City for certain real property delinquent taxes; and

WHEREAS, the Board has considered the Memorandum of Understanding and finds that its adoption to be in the best interests of the Land Bank.

NOW THEREFORE, BE IT RESOLVED by the Board of Directors of the Philadelphia Land Bank that the Board Chair or Board Vice-Chair:

1. May enter into the Memorandum of Understanding with the City of Philadelphia, the School District of Philadelphia and the Philadelphia Gas Works which is attached to this Resolution.
2. With the advice of counsel, may allow modifications to the attached Memorandum of Understanding which are in the best interests of the Land Bank and which do not materially alter the substantive process now represented in the attached Memorandum of Understanding.

Agenda Item 4
Delegation of Limited Authority to Land Bank Officers and Staff for Acquisition of Tax Sale Property in Accordance with Strategic Plan

Mr. Scafidi asked the Board to provide authorization to certain Land Bank officers and staff to acquire tax delinquent property through sheriff sale, subject to certain terms and conditions. Mr. Scafidi stated that under the MOU previously presented, the Land Bank expects to begin

acquiring tax delinquent property which the City schedules for tax sale. There are 4 sales each month.

Mr. Scafidi stated that the volume of acquisitions will increase significantly once the MOU is implemented. Today's action would grant the Executive Director, the Chair and the Vice-Chair limited, controlled and supervised authority to bid for those Tax Sale Properties that are eligible for acquisition with a maximum acquisition amount of \$250,000. Each month, the Board would receive a report including the properties acquired, the dollar amount of acquisition, and the intended disposition use of the property.

Ms. Kates stated that a more in depth discussion needs to occur. Ms. Kates requested that the Board amend the attached resolution and add a new paragraph to keep the authorization limited to 60 days.

Ms. Kates asked staff how many properties could be acquired within the next 60 days. Ms. Califano responded that as many as 40 to 45 properties may be listed for sale July and August.

Ms. Kates called for a motion to amend the resolution to limit the delegation authorization to 60 days. Upon motion made and duly seconded the amendment to the resolution was approved.

Ms. Kates called for a motion approving the Authorization to Acquire Tax Delinquent Property Through Sheriff Sale, Subject to Certain Terms and Conditions, as amended. Upon motion made and duly seconded the motion was approved as follows:

RESOLUTION NO. 2017 – 33

RESOLUTION GRANTING AUTHORIZATION TO ACQUIRE TAX DELINQUENT PROPERTY THROUGH SHERIFF SALE, SUBJECT TO CERTAIN TERMS AND CONDITIONS

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

WHEREAS, Section 16-705(3)(b) of the Philadelphia Code authorizes the Land Bank to acquire tax delinquent properties at sales conducted by, or on behalf of, the City of Philadelphia (“Tax Sale Properties”);

WHEREAS, the Land Bank finds that the acquisition of Tax Sale Properties which meet the criteria of its Strategic Plan can be better managed by delegating the ability to bid for and acquire certain Tax Sale Properties in amounts consistent with the Land Bank’s annual budget.

NOW THEREFORE, BE IT RESOLVED by the Philadelphia Land Bank that:

1. The Board Chair, the Board Vice-Chair and the Executive Director are each authorized, subject to the terms of this Resolution, to bid for and acquire Tax Sale Properties.

2. The maximum expenditure for acquisition of Tax Sale Properties as authorized by this Resolution shall not exceed Two Hundred Fifty Thousand Dollars (\$250,000) without further approval and authorization of the Board.

3. The Executive Director shall report at each Regular Meeting of the Board on a cumulative basis: (a) the address of all Tax Sale Properties acquired; (b) the amount paid to the City to satisfy or remove all municipal and School District charges; and (c) the proposed disposition use of the property in a category shown in the Strategic Plan.

4. Upon request of a majority of the Board, Land Bank staff shall provide such other information to allow the Board to properly supervise and control this delegation of authority.

5. Those Land Bank staff authorized to execute documents on behalf of the Land Bank by Resolution No. 2016 – 20 are hereby granted authorization to execute and deliver all such contracts, instruments and documents, and to pay all amounts, necessary or convenient to carry out the foregoing authorization.

6. The authorization provided in this Resolution shall expire on August 26, 2017 unless extended by further action by the Board.

Ms. Kates introduced and acknowledged the attendance of Ms. Ebony Griffin who is an intern at the Law Center along with Kitrina Baxtor.

There being no further business to come before the Board, Ms. Kates declared the meeting adjourned at 11:10 a.m.

SECRETARY TO THE BOARD

PHILADELPHIA LAND BANK

Board of Directors

Special Meeting Tuesday, June 27, 2017

3:30 PM

GUEST SIGN-IN SHEET

NAME

COMPANY

E-MAIL ADDRESS

1) Kiriana Baulch
2) Ebony Griffin
3) Eric Boyd
4) _____
5) _____
6) _____
7) _____
8) _____
9) _____
10) _____
11) _____

The Law Ctr
Pub Int
Law Center
SPRINGER

egriffin@pubintlaw.org
Eric.Boyd@plwb.com

Philadelphia Land Bank Parcel Reconciliation Report, June 30, 2017

Property Transfer Status for Properties Approved for Transfer/Acquisition	CITY	PHDC	PRA	TAX	PRIVATE	TOTAL
Properties Approved for Transfer/Acquisition	1230	774	294	34	1	2333
Properties Withheld from Transfer to PLB	67	10	83			160
Properties Under Review for Transfer to PLB	39	36	22			97
Properties In Process of Transfer to/Acquisition by PLB	14	6	24	4	0	48
Properties Transferred to/Acquired by PLB	1110	722	165	30	1	2028*
Properties Sold by PLB	11	4	3	0	0	18
Properties Remaining in PLB	1099	718	162	30	1	2010
Public Agency Properties Not Approved for Transfer	3710	0	2208			5918

Milestones for Deeds Remaining to be Transferred to PLB	CITY 53	PHDC 42	PRA 46	TAX	PRIVATE	TOTAL
Properties under review for suitability for transfer	39	36	22			97
Waiting for surveys, corrective deeds, sheriff's deeds, or a resolution	10	3	5	4	0	22
Deed exhibit has been drafted, under City attorney review (PUB, PHDC)	4	3				7
Deed exhibit under DOR review (PUB, PHDC, PRA)	0	0	6			6
Deed exhibit has been reviewed by DOR (PUB, PHDC, PRA)	0	0	5			5
Second deed exhibit has been drafted (PUB ONLY)	0					0
Deed has been sent for execution (PUB/PRA, PHDC, PRA)	0	0	8			8
Deed in process of being recorded	0	0	0	0	0	0
Additional properties transferred to PLB since 6/8/2017 (PUB/PRA, PHDC, PRA, TAX, PRIVATE)	0	0	31	0	1	32

Number does not include the properties acquired via tax sale, which are included in the total number of properties conveyed to the land bank.

* The total number conveyed to the land bank to date and includes tax sale acquisitions. Properties sold have not been deducted from this total.

MEMORANDUM

Date: July 13, 2017
To: Board of Directors
From: Land Bank Staff
Re: Professional Services Contract

Staff recommends that the Board approve the Professional Services Contract with Andrea Saah.

Andrea has provided parcel reconciliation and preparation and review services since April 2015, through a contract with Drexel University which ended June 30, 2017. In the function she has been responsible for the property research and review preparation and recording of deeds. The role she occupies is unique because of the combination of experience and skills she brings to this work

The Professional Scope of Services is in the amount of \$32,000 for the period of July 1, 2017 through December 31, 2017. Attached, please find the Scope of Services, however highlights of services include:

- Parcel Reconciliation and Deed Preparation for Property Acquisition
- Deed Preparation for Property Disposition
- Property Information Maintenance, Analysis and Reporting

Thank you

RESOLUTION NO. 2017 -

PROFESSIONAL SERVICES CONTRACT WITH ANDREA SAAH

WHEREAS, the Land Bank desires to continue work on the Parcel Reconciliation Project which for several years has been led by Andrea Saah;

WHEREAS, Ms. Saah has the unique ability to manage and perform deed reconciliation services to verify and correct as necessary legal descriptions and plot plans for properties acquired and conveyed by the Land Bank, as well as to perform related deed preparation services;

WHEREAS, the proposed Land Bank Fiscal Year 18 Operating Budget provides funding for the continuation of these services; and

WHEREAS, the Land Bank wishes to enter into a contract with Ms. Saah for a limited time to perform the services identified in the attached Scope of Services.

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

1. Authorization is hereby given for the Land Bank to enter into a Professional Services Contract with Andrea Saah to perform those services identified in the attached Scope of Services.
2. The Contract will provide for a maximum compensation of \$32,000 at an hourly rate of \$35 per hour with a termination date of December 31, 2017 or expenditure of this maximum compensation.
3. The authorized Officers and Land Bank Staff shall prepare, execute and deliver a Professional Services Contract necessary to effectuate the purposes of this Resolution which shall contain such terms and conditions as the Land Bank General Counsel deems necessary or appropriate to protect the interests of the Land Bank.

SCOPE OF WORK FOR PROPERTY INFORMATION SERVICES CONTRACT

July 1 – December 31, 2017

Parcel Reconciliation and Deed Preparation for Property Acquisition

The Consultant shall verify and, if necessary, correct the addresses, legal descriptions and/or plot plans of properties acquired by the Land Bank at sheriff sales, from private owners, or via inter-agency transfers. The Consultant shall prepare deeds for inter-agency and private party conveyances into the Land Bank and shall manage the deed execution, recording and archiving process for all acquired properties.

The Consultant shall provide the following services for each property using some or all of the resources listed below:

- Survey District legal cards
 - District plans
 - Deeds of surrounding properties
 - Historic deeds for the subject property
 - Current and historic Department of Records maps
 - Survey plans provided by the Streets Department
 - Office of Property Assessment records
 - City Council legislative records
 - Land-holding agency board resolutions
 - Ordinance books
 - Site analysis
 - Parcel Explorer, Atlas, Globespotter, Google Maps, Philadox, Simplifile
- 1) Verify the address and ownership of the property
 - 2) Review the legal description of the subject property, including the ward, the point of beginning, and the full metes and bounds of the property
 - 3) Verify the parcel registry number of the property, its dimensions and its location on city land maps
 - 4) Identify parcels that have been conveyed out from a consolidated parcel and draft a legal description for the remainder parcel
 - 5) Request a new survey for the property if the legal description errors cannot be resolved; work with the surveyor as needed to resolve errors
 - 6) Draft a legal description for the property
 - 7) Identify type of property (structure or vacant land) and potential occupancy of the property via visual web-based tools
 - 8) Notify the Land Bank about potential occupancy of the property to initiate on-site inspection

- 9) Coordinate Department of Records and attorney reviews of the legal description for inter-agency transfers
- 10) Track and verify official approvals of a transfer to or acquisition by the Land Bank
- 11) Draft deed for the property in preparation for conveyance into the land bank
- 12) Coordinate deed execution, electronic recording and deed archiving
- 13) Maintain records (documents and correspondence) collected for the parcel reconciliation process
- 14) Update the LAMA Asset Management System's information upon conveyance of a property to the Land Bank
- 15) Notify the other land-hold agencies, the Survey District, the Office of Property Assessment, the Department of Records and the Revenue Department regarding discrepancies identified in their records and provide supporting documentation; meet with agency representatives as needed

Deed Preparation for Property Disposition:

The Consultant shall draft deeds for the conveyance of properties approved by the Land Bank for disposition, using some or all of the resources listed below:

- Corrected legal descriptions (based on the parcel reconciliation process)
- City Council resolutions
- Land Bank resolutions
- Purchase and Development Agreements and Restrictive Covenants

Property Information Maintenance, Analysis and Reporting:

The Consultant shall continuously update property information in the LAMA Asset Management System based on the findings of the parcel reconciliation process and shall assist other Land Bank and land-holding agency staff in their use of LAMA to obtain and verify property information.

The Consultant shall conduct inventory analyses and provide reports as requested by various agencies, including the following:

- 1) Monthly Land Bank report on property acquisitions and dispositions for Land Bank board
- 2) Monthly Land Bank inventory report for property insurer
- 3) Ongoing reporting to the Land Bank Finance Department of additions to the Land Bank inventory
- 4) Occasional reports on Land Bank and other public land inventory as requested by other agencies, including the Office of Property Assessment, the Department of Revenue, the Department of Public Property, and the Division of Housing and Community Development

MEMORANDUM

Date: July 13, 2017
To: Board of Directors
From: Land Bank Staff
Re: Assignment of Purchase and Development Agreement and Authorizing Conveyance of Property by Innova Redevelopment LLC

In March 2017 after issuance of an RFP, the Board approved the selection of Innova Redevelopment, LLC to develop 9 scattered-site properties (1533 Latona Street, 1138 S. Sydenham Street, 1145 S. Sydenham Street, 1153 S. Sydenham Street, 1521 Reed Street, 1110-1112 S. 20th Street, 1118 S. 20th Street, 1124 S. 20th Street and 2002-2004 Annin Street – collectively, the “Parcels”) located in the Point Breeze neighborhood. Innova was to construct 20 workforce housing units for sale to homebuyers at or below 120% of AMI. Each property will have a 10 year, minimum, restrictive covenant for resale.

To recap Innova’s proposal, the units will range in size from 816-1350/square feet with ten 3 bedroom homes, nine 2 bedroom/2 bathroom units and one 2 bedroom/1 bath unit. The duplex and triplex units have discounted targeted sale prices from the \$230,000 threshold to account for HOA fees. Construction will be performed in phases with completion of all homes within 18 months of settlement.

Innova has requested that the Land Bank permit the development of these scattered site properties by separate limited liability companies, one for each property, to facilitate construction. There will be no change in ownership of the companies, or in the plans or other terms of the original Purchase and Development Agreement.

The Board is therefore requested to allow Innova to take title to the Parcels in the names of their individual limited liability companies and to permit development of the Parcels by the respective LLC’s.

RESOLUTION NO. 2017 –

RESOLUTION AUTHORIZING ASSIGNMENT OF PURCHASE AND DEVELOPMENT AGREEMENT BY INNOVA REDEVELOPMENT, LLC

WHEREAS, Section 16-707 of the Philadelphia Code authorizes the Philadelphia Land Bank (“Land Bank”) to convey, exchange, sell, transfer, lease, grant or mortgage interests in real property of the Land Bank, subject to approval of the Vacant Property Review Committee and resolution by City Council, and subject further to certain stated terms and conditions; and

WHEREAS, the Vacant Property Review Committee reviewed the proposed transfer of 1533 Latona Street, 1138 S. Sydenham Street, 1145 S. Sydenham Street, 1153 S. Sydenham Street, 1521 Reed Street, 1110-1112 S. 20th Street, 1118 S. 20th Street, 1124 S. 20th Street and 2002-2004 Annin Street (individually, a “Parcel” and collectively, the “Parcels”) at its public meeting held on December 13, 2016 and Philadelphia City Council has approved this conveyance by resolution adopted on February 23, 2017;

WHEREAS, on March 9, 2017 by Resolution No. 2017 – 24 the Land Bank approved the conveyance of the Parcels to Innova Redevelopment, LLC;

WHEREAS, Innova Redevelopment LLC has not yet taken title to the Parcels nor commenced development; and

WHEREAS, Innova Redevelopment LLC has requested the Land Bank to permit development of each individual Parcel by separate limited liability companies which are solely owned by the same individuals who own Innova Redevelopment LLC and, accordingly, to approve the assignment of its Purchase and Development Agreement to its separate limited liability companies.

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

1. The Land Bank hereby consents to the assignment of the Purchase and Development Agreement with Innova Redevelopment, LLC to the following limited liability companies for the respective property addresses:

- 1110 S. 20th Street to 1110 S 20th LLC
- 1112 S. 20th Street to 1112 S 20th LLC
- 1118 S. 20th Street to 1118 S 20th LLC
- 1124 S. 20th Street to 1124 S 20th LLC
- 1138 S. Sydenham Street to 1138 S Sydenham LLC
- 1145 S. Sydenham Street to 1145 S Sydenham LLC
- 1153 S. Sydenham Street to 1153 S Sydenham LLC
- 1521 Reed Street to 1521 Reed LLC
- 1533 Latona Street to 1533 Latona LLC
- 2002-04 Annin Street to 2002 Annin LLC

2. Each assignee possesses the qualifications and financial resources to develop the assigned property in accordance with the Purchase and Development Agreement.
3. Innova Redevelopment LLC will not profit by the assignment of the Purchase and Development Agreement.
4. The Land Bank may enter into one or more Assignment Agreements with Innova Redevelopment LLC under terms and conditions acceptable to the Land Bank and in a form acceptable to General Counsel.
5. Authorized Officers and Staff of the Land Bank with the advice of General Counsel may allow modifications to this Resolution necessary or desirable to carry out its purposes and intents.

MEMORANDUM

Date: July 13, 2017
To: Board of Directors
From: Land Bank Staff
Re: Disposition Approvals

Staff recommends that the Board approve the conveyance of the property outlined in the attached fact sheet, which describe the proposed project and terms of sale in further detail.

As required by the Land Bank Ordinance, this conveyance was approved by the Vacant Property Review Committee and by City Council resolution. Notices were sent to the entire neighborhood designated Registered Civic Organizations (RCOs), along with a notice posted on the property 10 days prior to this case being presented to the Vacant Property Review Committee.

Name of Applicant(s):	Michael Beatty
Applicant's Primary Residency Address:	2853 North Watts Street
Application Date & Project Case #:	March 8, 2017
Number of EOIs Received:	1
Address of Property:	2855 North Watts Street
Zoning & Council District:	RM-1 CD# 5
Self-Amortizing Mortgage Amount*:	[\$ 12,012.00] Value determined by: <input type="checkbox"/> Appraisal <input checked="" type="checkbox"/> LAMA UFP <input type="checkbox"/> Other: _____

**Unless extraneous conditions apply, self-amortizing mortgage amount should be no greater than \$15,000.*

STRATEGIC PLAN GOAL:	<input type="checkbox"/> Housing <input type="checkbox"/> Business Expansion <input checked="" type="checkbox"/> Side yard <input type="checkbox"/> Garden/Open Space
PLANNED USE:	<input checked="" type="checkbox"/> Yard <input type="checkbox"/> Garden <input type="checkbox"/> Parking
ESTIMATED IMPROVEMENT COSTS:	\$500.00

Staff Recommendation:

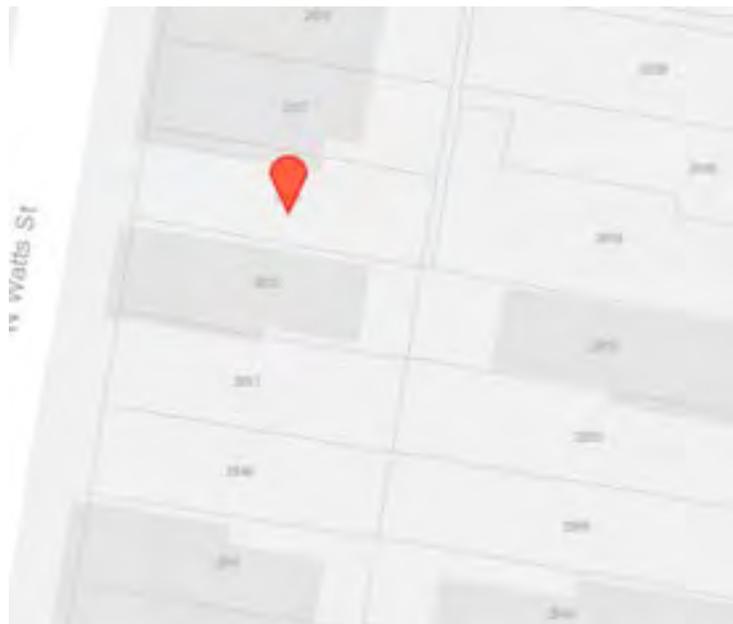
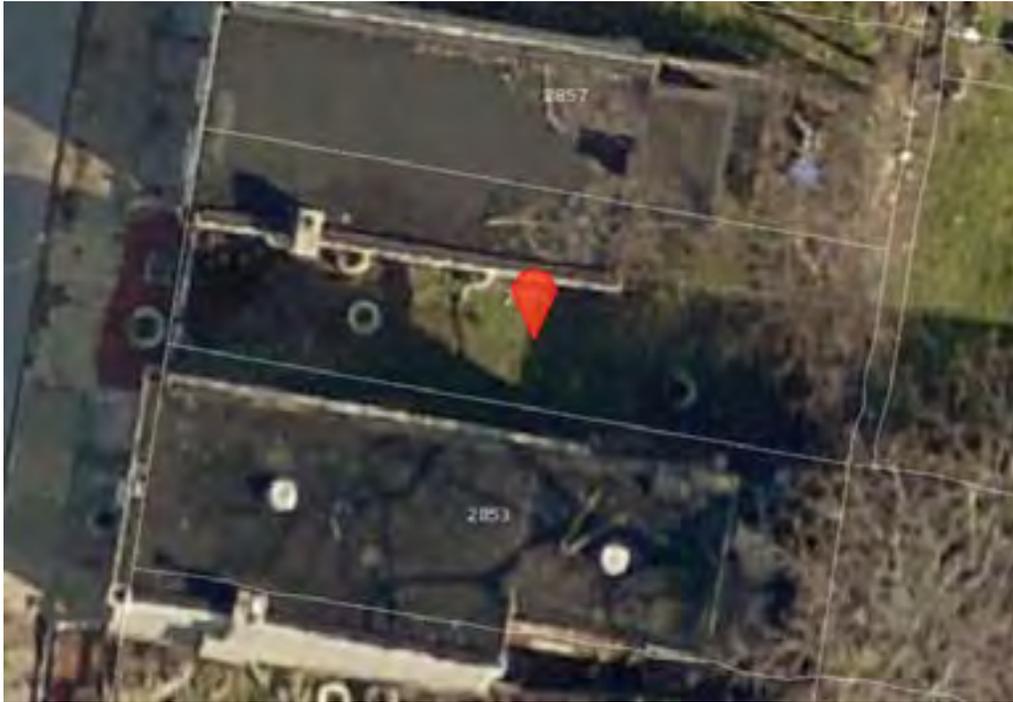
Applicant is eligible for the side yard program. The requested property had only one expression of interest and is adjacent to the applicant's primary residence. The lot size is less than 3,000 square feet and is valued under \$15,000.

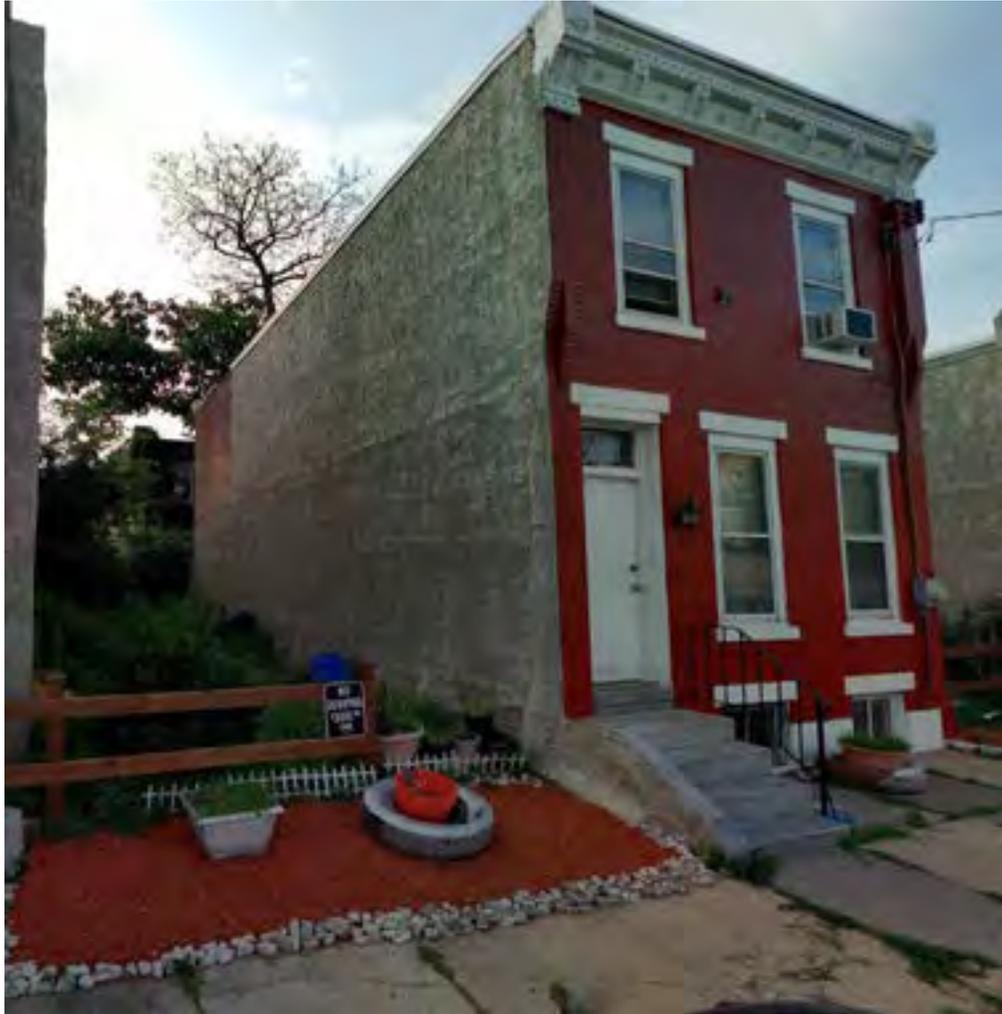
Improvements to the vacant lot will commence within 3 months of obtaining the property. Applicant is compliant and in good standing with the City of Philadelphia.

Image and map attached.

NOTE: Applicant has been maintaining the asset (vacant lot) for about fifteen (15) years. Applicant wants to continue to clean and beautify the asset (vacant lot) with flowers, brick walkway and benches. Council District #5 (President Darrell Clarke's) office has provided support for the applicant.

Prepared by: Brian Romano
Reviewed by: Nicholas Scafidi





RESOLUTION NO. 2017 –

**RESOLUTION AUTHORIZING CONVEYANCE OF CERTAIN PROPERTIES TO
MICHAEL BEATTY**

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 City Council, and subject further to certain stated terms and conditions; and

WHEREAS, the Vacant Property Review Committee reviewed the proposed transfer of 2855 N. Watts Street at its public meeting held on May 9, 2017 and Philadelphia City Council has approved this conveyance by resolution adopted on June 15, 2017.

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

1. The Land Bank determines that conveyance of 2855 N. Watts Street (the “Property”) to Michael Beatty for the consideration of Twelve Thousand and Twelve Dollars (\$12,012.00) to be in the best interests of the Land Bank.

2. The conveyance of the Property complies with all terms and conditions of Section 16-707 of the Philadelphia Code.

3. The Executive Director is authorized to prepare, execute and deliver an agreement, deed and all other documentation necessary to effectuate the purposes of this Resolution which shall contain such terms and conditions as the Executive Director and General Counsel shall deem necessary or appropriate to protect the interests of the Land Bank.

4. The Executive Director with the advice of General Counsel may allow modifications to this Resolution necessary or desirable to carry out its purposes and intents.