



PITTSBURGH LAND BANK

414 Grant Street
Pittsburgh, PA 15219

Pittsburgh Land Bank [PLB] Minutes **July 14, 2017**

Convene: Chair called meeting to order.

Roll Call:

Members Present: Reverend Burgess, Chair, Jamil Bey, Vice-Chair, Diamonte Walker, Secretary, Paul Leger, Treasurer, Senator Fontana, Councilwoman Kail-Smith, Tara Sherry-Torres

Public Comment:

Zeba Ahmed – Fineview Citizens Council / Perry Hilltop Citizen’s Council

Sarah Slater – Pittsburgh Community Reinvestment Group

Approval of May Minutes:

◊ Motion to approve June Board meeting minutes with one typo correction [**Leger/Sherry-Torres**] Passed Unanimously.

Chairman’s report:

The Chair provided an update on the Tri-Party Cooperation Agreement between the PLB, City of Pittsburgh, and URA. The URA Board approved execution of the agreement at its July Board meeting. City Council has introduced the legislation authorizing the agreement, sending it to Inter-Governmental Affairs Standing Committee where it has been held for several weeks. After the two separate Council briefings were held last month, it was brought back to standing committee for additional discussion, including U Urban Redevelopment Authority (URA) and PLB representatives. City Council has taken preliminary action. Final Action is expected on Tuesday, July 18th.

Administrator’s Report:

There was no Administrator’s Report.

Finance Committee Report:

Dir. Leger provided the 2017 year-to-date and financials since last month’s meeting. Ms. Davidson provided a report on the balance sheet, budget vs. actual, 3-month projection, and AP/AR.

◊ Motion to accept the July Finance Report [**Fontana/Mazza**]. Passed unanimously.

Ms. Davidson presented the monthly expenditures as received since the prior Board meeting.

◊ Motion to approve the monthly expenditures [**Leger/Bey**]. Passed unanimously.

Director Leger presented the draft 2018 Budget. He noted that the ability to secure the projected revenues would drive the ability to incur the planned expenditures. As a portion of the projected revenues are various City sources, the Board requested the Administrator prepare a letter to formally transmit the draft Budget to the City Office of Management & Budget, for consideration to include in the 2018 City of Pittsburgh Operating Budget, as

well as a letter to the URA regarding possible use of the Housing Opportunity Fund, as the URA is the planned Administrator of the Fund.

◇ Motion to accept the 2018 draft budget [**Leger/Sherry-Torres**]. Passed Unanimously.

Communications Committee Report:

Communications Chair Sherry-Torres provided an update on the final report from the Community Engagement Consultants, noting that the report had been made public earlier in the week, as well as the tie-in to the revisions process for the inaugural Policies & Procedures.

◇ Motion to accept the Communications Committee report. [**Walker/Leger**] Passed Unanimously.

Policies & Procedures:

Special Counsel, Irene McLaughlin Clark, presented the final inaugural policies & procedures for the Board's consideration. The Board requested, upon approval, the Administrator prepare a formal letter transmitting the document to City Council for their consideration.

◇ Motion to adopt the inaugural Policies & Procedures [**Leger/Bey**]. 6 Aye, 1 Nay (Kail-Smith). Motion Passed.

New Business:

The Board discussed the meeting schedule for the remainder of the summer.

◇ Motion to cancel the August 10, 2017 monthly Board meeting. [**Leger/Sherry-Torres**] Passed Unanimously.

The Chair formally acknowledged the departure of Kyra Straussman, Director of Real Estate of the URA, transitioning to a position with Prosper Portland in Oregon. The Board members individually thanked Kyra for her 10 years of service, and commitment to the issues of economic development, land recycling, and community development in the City of Pittsburgh.

Adjournment:

There was no more business and the Chair called for adjournment.

◇ Motion to adjourn [**Sherry-Torres/Bey**]. Passed unanimously.