



**Pittsburgh Land Bank [PLB] Minutes  
September 13, 2019**

**Convene:** The Chair called meeting to order.

**Roll Call:** Director called the Roll. Members Present: Reverend Burgess, Chair; Diamonte Walker, Secretary; Paul Leger, Treasurer; Senator Fontana; Councilwoman Kail-Smith; Councilman Lavelle; Steve Mazza; Wanda Wilson. Members absent: Jamil Bey, Vice Chair;

**Public Comment:** There was no public comment.

**Chairman's Report:**

The Chair announced the Executive Session that will take place immediately following today's Board meeting regarding personnel matters.

**Approval of Minutes:**

◇ Motion to approve the July 2019 Board meeting minutes without correction [**Leger/Walker**] Passed unanimously.

**Director's Report:**

The Director announced the delegation attending the Reclaiming Vacant Properties Conference in Atlanta, GA next month.

The Director reviewed the activities in the PLB's 2019 Operating Plan, including the creation of a 3-year strategic plan.

◇ Motion to authorize the release of a Request for Proposals for Strategic Planning services. [**Walker/Leger**] Passed unanimously.

The Director discussed the continuation of the contract for property maintenance services with the URA, and the intention of the URA to release a RFP to procure service providers.

**Finance & Fundraising Report:** The Treasurer asked the Director provided the Finance Report. The monthly financials and expenditures for approval were presented.

◇ Motion to accept the financial report and approve monthly expenditures. [**Walker/Leger**] Passed unanimously.

**Inventory Report:** Legal Counsel updated the board on the title work being prepared for the PLB's first acquisition, 243 Meadow Street.

The Board and Counsel discussed the possibility and capacity needed to partner with the City and assist in clearing title to the City-owned inventory. Counselor Clark acknowledged that, if resourced at appropriate levels, several hundred parcels could have their titles quieted quarterly. She recommended that the title work be conducted in-house. The Chair asked that this be the first of several conversation around this potential business line.

**Property Reserve Committee:** Member Wilson discussed the work of the committee and the goal to have draft recommendations shortly to provide to the PLB board and then discussed with the current and potential program participants before finalizing the recommendations before the end of the year.

Director Davidson acknowledged the addition of a new committee member from the West End to ensure geographic representation citywide. Councilwoman Kail-Smith and Board member Mazza thanked the Committee for this addition.

**Communications Committee:** Committee Chair Jamil Bey was absent and there was no report.

**Legislative and Regulatory Update:**

Senator Fontana provided a brief update on the state legislative session days for the fall. Councilwoman Kail-Smith thanked Senator Fontana for his service in Harrisburg and to the Pittsburgh Land Bank.

**New Business:**

Member Mazza invited the Board to attend the Carpenter's Union open house event on September 21<sup>st</sup> at their training facility.

**Adjournment:**

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

◇ Motion to adjourn. **[Kail-Smith/Leger]** Passed unanimously.