



**Pittsburgh Land Bank (PLB) Minutes
December 8, 2023**

Convene

The Chair called the meeting to order.

I. Roll Call

Emily Kauchak (PLB Assistant Manager) called the roll. Members present: Rev. Ricky Burgess, Dr. Jamil Bey, Councilman Daniel Lavelle, Councilman Bobby Wilson, Director Karen Brean, Director Wanda Wilson.

The PLB Board had a quorum.

II. Public Comment

There was no public comment.

III. Chairman's Report

Sally Stadelman (PLB Manager) announced the departure of Reverend Burgess from the Board of Directors of The Pittsburgh Land Bank. She thanked him for his nine years of service to The Pittsburgh Land Bank and for his leadership. She also thanked Marita Bradley, his Chief of Staff, for her years of service in support of the PLB.

The PLB received a letter of resignation from Dr. Jamil Bey who has served on the Board for almost nine years. Sally thanked Dr. Bey for his service acting as Vice Chairman of the Board. Dr. Bey will remain on the PLB's Board until a replacement is found or until March 2024, whichever comes first.

Dr. Bey was elected by the Board to fill one of three community member vacancies on the Board so his replacement will be a community member. Therefore, PLB will be posting an application including qualifications on the website and collecting applications from the public to fill the open position. A nominating committee will be created by the Board to review all applications and bring qualified candidates to the full Board for members to vote for a replacement.

The Chair then presented the following motions.

Approval of November 2023 Board Meeting Minutes.

◊ *Motion to approve the November 2023 Board meeting minutes [Brean/Bey].* Passed unanimously.

Acceptance of the November 2023 financials and approval of the monthly expenditures.

◊ *Motion to accept the November 2023 Financial Report and approve the monthly expenditures [Lavelle/Brean].* Passed unanimously.

Approval of the URA Quarterly Invoice.



◊ *Motion to approve the URA quarterly invoice to the PLB for quarter four of 2023 [Lavelle/Brean].* Passed unanimously.

IV. Staff Updates

Emily Kauchak reviewed the Pittsburgh Property Reserve Donation Agreement that the PLB entered into in December of 2022 with the City and a third-party law firm to quiet title to properties slated for community development corporations.

Sally Stadelman then gave a brief update on the properties approved by the Board in November 2023 to be transferred to the PLB from the City's inventory. With the exception of 205 and 201 Glen Caladh, these properties were brought before City Council at Standing Committee this past Wednesday and were approved unanimously to come to the Land Bank. 201 and 205 Glen Caladh should come before City Council next week, so these 25 properties are projected to be in Land Bank inventory before the end of January 2024. The PLB will then begin the process of quieting title on these properties

Sally then brought positive media coverage to the Board's attention concerning the long-awaited passage of MCTLL amendments to streamline the Sheriff's Sale process.

Emily Kauchak noted that The Pittsburgh Land Bank offices will be closed from December 25 through January 1, 2024. The physical office will remain closed from January 2nd through January 5th with staff working remotely.

Sally added that the PLB's Board meeting on January 12th will be the Board's annual meeting at which officers will be elected by the Board.

Action Items

Signature Authorization

◊ *Motion to approve waiver of Section 2 of the Pittsburgh Land Bank By-Laws and to authorize all officers of the board to serve as signers of all contracts, deeds, and other instruments made by the Board [Lavelle/Brean].* Passed unanimously.

Approval of 2023 Annual Report

◊ *Motion to approve the Annual Report for the Pittsburgh Land Bank for 2023 as presented to the Board [Brean/ Lavelle].* Passed unanimously.

Approval of 2024 Budget

◊ *Motion to approve the budget for the Pittsburgh Land Bank for 2024 as presented to the Board [Bey/Brean].* Passed unanimously.

VI. Legislative Update

The Intergovernmental Cooperation Agreement between The Pittsburgh Land Bank and Allegheny County, City of Pittsburgh, Pittsburgh School District, and PWSA is the most important step in fully utilizing the power of the PLB as an effective land recycling tool. The PLB needs this Agreement in place to deal with back taxes and



other municipal liens as well as establish a set price when the PLB purchases property at Sheriff's Sale.

Ultimately the PLB is most effective using the Sheriff's Sale. Without a re-negotiated Intergovernmental Cooperation Agreement, the PLB must pay the full upset price for property at the Sheriff's Sale which would be prohibitive and costly to its operations.

VII. Public Comment

There was no public comment.

VII. Adjournment

Chairman Burgess expressed his gratitude for all the support during his time on the Land Bank Board, especially Dr. Bey's support as the Vice Chair. He wished everyone a safe and happy holiday season.

The Chair called for adjournment.

◇ *Motion to adjourn. [Bey/Brean] Passed unanimously.*