



**Pittsburgh Land Bank (PLB) Minutes
April 12, 2024**

Convene

The Chair called the meeting to order.

I. Roll Call

Emily Kauchak (PLB Assistant Manager) called the roll. Members present: Chair Bobby Wilson, Councilman Khari Mosley, Director Jennifer Cash Wade, Director Steve Mazza, and Director Wanda Wilson.

The PLB Board had a quorum.

II. Public Comment

Sally Stadelman (PLB Manager) called on two registered speakers:

Billie Vaughn, who represents residents citywide through Common-Unity, is attending this meeting, doing some education on civic engagement in their community with a group of students from ePrep. The students are learning how to advocate for the community. Ms. Vaughn asked when an organization acquires a property in the community, is there a community meeting that is held for those residents to come out to hear about the project and to be able to be a part of that process and if so, is there a schedule where community members know these properties are being acquired by organizations through the Land Bank?

Juanita Godfrey is concerned about houses on Marsden Street in Hazelwood. There has been a squatter in one of the houses and children going in and out of the houses there. These houses are in deplorable condition with ceilings and floors falling in.

III. Chairman's Report

Over the past several weeks, City Council has been interviewing the mayoral candidates for appointment to The Pittsburgh Land Bank Board of Directors.

Tammy Thompson's Council interview is being scheduled. Tammy was nominated by the mayor as the licensed real estate professional appointee to replace Senator Wayne Fontana on the Land Bank Board.

Tamara Dudukovich, whose appointment to the board as the mayor's financial specialist, was approved by Council on April 9, 2024, is replacing Douglas Anderson. Tamara will be joining us at the next Board meeting. Her term expires on January 1, 2027.

Kirk Burkley, the mayor's nominee with planning expertise, will replace retiring Director Karen Brean. His appointment is on the Standing Committee's agenda for Tuesday, April 16, 2024.

If approved, Tammy Thompson's and Kirk Burkley's terms will also expire on January 1, 2027.



Approval of March 2024 Board Meeting Minutes.

◊ *Motion to approve the March 2024 Board meeting minutes [Mazza/Cash Wade] passed with one abstention [Wanda Wilson].*

IV. Treasurer's Report

Director Wanda Wilson, Land Bank Board Treasurer, presented the Land Bank's year-to-date financials before calling for a Board vote.

Acceptance of the March 2024 financials and approval of the monthly expenditures.

◊ *Motion to accept the March 2024 Financial Report and approve the monthly expenditures [Cash Wade/Mosley] passed unanimously.*

Director Wanda Wilson directed the Board's attention to details on the URA staffing invoices for the 4th quarter 2023 and 1st quarter 2024 before calling for votes to approve payment of the invoices.

Approval of the URA quarterly staffing invoice pursuant to the URA-PLB Cooperation Agreement for quarter 4 of 2023.

◊ *Motion to amend the URA Administrative Revolving Fund Invoice for the fourth quarter of 2023 to include additional staffing costs [Mosley/ Mazza] passed unanimously.*

Approval of the URA quarterly staffing invoice pursuant to the URA-PLB Cooperation Agreement for quarter 1 of 2024.

◊ *Motion to approve the URA Administrative Revolving Fund Invoice for the first quarter of 2024 [W. Wilson/Mosley] passed unanimously.*

Sally Stadelman noted that thanks to ARPA funding, the PLB can cover 100% of staffing costs, including both Land Bank staff and the URA staff supporting the Land Bank for 2024. Funding has not been secured for staffing for 2025 and beyond.

IV. Staff Updates

Sally Stadelman began a quick update on the roughly 54 parcels in the Land Bank's pipeline by celebrating the relatively small but mighty sale of a property to a private buyer. She recognized the work of PLB Assistant Manager, Emily Kauchak, in overcoming a lot of hidden barriers in completing this sale. This sale is an example of how complicated it can be to get some of these parcels back on the tax rolls.

a. City-PLB Properties

While the quiet title process is completed in the next six to nine months, the Land Bank will be maintaining the sixteen properties discussed at the November Board meeting that have transferred into inventory since the March Board meeting. The parcels will then be sold as discussed with the Board at their November 2023 meeting. Staff hope pending transfers will occur within the next couple of weeks for the remaining five properties to be transferred to the PHDC (Pittsburgh Housing Development Corporation).



The 18 City-owned properties that the Board approved in January are expected to transfer to the PLB in the next couple of weeks. Staff will then work with identified partners to do some immediate stabilization while working to quiet title so the parcels may be sold. Many of these parcels will be sold for affordable housing.

The eight properties the Board approved in February for transfer into PLB inventory were just approved by City Council on April 2nd, so we are probably a couple of months away from these being transferred into Land Bank inventory.

b. URA-PLB Properties

Ms. Stadelman also updated the status of six URA to PLB transfers from 2023 with the closing in process. The majority of these properties are pending sale by the end of May. There have also been five successful sales from URA to PLB transferred properties.

c. PPR Donation Agreement Properties

Ms. Stadelman gave updates on the properties in the Donation Agreement, in the City of Pittsburgh's inventory.

Where to view and weigh in on PLB Approved Sales

Pending sales are now included on the PLB's website so that the public will be able to see current projects being processed. Information on proposed buyers, end use, and where to express support or objections are included.

Ms. Stadelman will be joining the panel at "Alternatives to Market-Driven Housing: Community Land Trusts & Land Banks" Panel Discussion at The People's Assembly for Fair Housing on Saturday, April 13th at 1:15pm at the Frick Fine Arts Building at the University of Pittsburgh.

Board members were reminded to complete and submit their Statement of Financial Interest (SOFI) Forms as required by the Pennsylvania State Ethics Commission. The form must be filed by May 1st by staff and Board members serving on the Board in 2023

V. Action Items

The Chairman summarized for the Board some of the beneficial reasons why The Pittsburgh Land Bank should enter into the Intergovernmental Cooperation Agreement ("ICA") with Three Taxing Bodies to access the Sheriff's Sale before taking the authorization vote.

◇ *Resolution authorizing The Pittsburgh Land Bank to enter into an Intergovernmental Cooperation Agreement with the City of Pittsburgh, County of Allegheny, and Pittsburgh Public School District and the Manager and or Board Chair/Vice-Chair is hereby authorized to execute an Intergovernmental Cooperation Agreement and related documents [Mosley/Mazza] passed unanimously.*

Chairman Wilson then mentioned that a separate piece of legislation passed City Council that, upon completion of the ICA, would expand the PLB Board by two additional seats, allowing the county and the school board to each appoint a nominee to the Board.



The Board then voted on another motion:

◊ *Motion to empower The Pittsburgh Land Bank Manager as an Authorized Signatory for documents related to the Quiet Title Process [Mosley/W. Wilson] passed unanimously.*

Ms. Stadelman introduced proposed “Direct Residential Sales Pilot” programming. She was accompanied by URA Quality Control and Inspection staff in touring properties in the Spring Garden neighborhood. Although several of the properties were deemed inappropriate for acquisition due to their deplorable condition, four properties are under consideration for acquisition by the PLB from the City of Pittsburgh.

Ms. Stadelman introduced Mike Emge, Facility & Quality Control Inspector at the URA. Before he began his report, the Board was asked to vote on the resolutions for the five Spring Garden properties included in the proposed program.

Emily Kauchak first read the resolutions 43 through 46 and the resolution for 1238 High Street so the Board could include them in one vote:

Resolution No. 43 (2024) Acquisition of 1266 High Street (24-C-133) | Spring Garden

◊ Resolution No. 43 authorizing the acquisition by The Pittsburgh Land Bank of Block 24-C, Lot 133 in the 24th Ward from the City of Pittsburgh and sale of the same parcel to an end user contingent upon receiving Concurrence from the Department of City Finance.

Resolution No. 44 (2024) Acquisition of 1221 High Street (24-C-165) | Spring Garden

◊ Resolution No. 44 authorizing the acquisition by The Pittsburgh Land Bank of Block 24-C, Lot 165 in the 24th Ward from the City of Pittsburgh and sale of the same parcel to an end user.

Resolution No. 45 (2024) Acquisition of 0 Spring Garden Avenue (24-C-167) | Spring Garden

◊ Resolution No. 45 authorizing the acquisition by The Pittsburgh Land Bank of Block 24-C, Lot 167 in the 24th Ward from the City of Pittsburgh and sale of the same parcel to an end user as a side yard.

Resolution No. 46 (2024) Acquisition of 1257 High Street (24-C-192) | Spring Garden

◊ Resolution No. 46 authorizing the acquisition by The Pittsburgh Land Bank of Block 24-C, Lot 192 in the 24th Ward from the City of Pittsburgh and sale of the same parcel to an end user contingent upon receiving Concurrence from the Department of City Finance.

Acquisition of 1238 High Street (24-C-150) | Spring Garden

◊ Resolution authorizing the acquisition by The Pittsburgh Land Bank of Block 24-C, Lot 150 in the 24th Ward from the City of Pittsburgh and sale of the same parcel to an end user.

The Chairman called for a motion to approve resolutions 43 through 46 and resolution authorizing the acquisition of 1238 High Street, Block 24-C, Lot 150 [Mosley/Mazza] passed unanimously.

After animated discussion, the Board did not feel they had enough information concerning the proposed “Direct Residential Sales Pilot” programming. The Board members asked for more information and discussion before having a vote. Motion was made to hold until next Board meeting:



◊ Motion to hold resolutions 43 through 46 and resolution for acquisition of 1238 High Street until next Board meeting **[Mazza/W. Wilson]** passed unanimously.

Resolution No. 47 (2024) Acquisition of 172 Marsden Street (56-F-282) | Hazelwood

◊ Resolution No. 47 authorizing the acquisition by The Pittsburgh Land Bank of Block 56-F, Lot 282 in the 15th Ward from the City of Pittsburgh and sale of the same parcel to a Rising Tide Partners **[Mosley/Mazza]** passed unanimously.

Resolution No. 48 (2024) Acquisition of 0 Marsden Street (56-F-302) | Hazelwood

◊ Resolution No. 48 authorizing the acquisition by The Pittsburgh Land Bank of Block 56-F, Lot 302 in the 15th Ward from the City of Pittsburgh and sale of the same parcel to Rising Tide Partners.

Resolution No. 49 (2024) Acquisition of 0 Marsden Street (56-F-303) | Hazelwood

◊ Resolution No. 49 authorizing the acquisition by The Pittsburgh Land Bank of Block 56-F, Lot 303 in the 15th Ward from the City of Pittsburgh and sale of the same parcel to Rising Tide Partners.

Resolution No. 50 (2024) Acquisition of 0 Marsden Street (56-F-304) | Hazelwood

◊ Resolution No. 50 authorizing the acquisition by The Pittsburgh Land Bank of Block 56-F, Lot 304 in the 15th Ward from the City of Pittsburgh and sale of the same parcel to Rising Tide Partners.

Resolution No. 51 (2024) Acquisition of 158 Marsden Street (56-F-307) | Hazelwood

◊ Resolution No. 51 authorizing the acquisition by The Pittsburgh Land Bank of Block 56-F, Lot 307 in the 15th Ward from the City of Pittsburgh and sale of the same parcel to Rising Tide Partners.

Resolutions Nos. 48-51 **[Mazza /Mosley]** passed unanimously.

Resolution No. 52 (2024) Acquisition of 424 Suncrest Street (33-E-214) | Knoxville

◊ Resolution No. 52 authorizing the acquisition by The Pittsburgh Land Bank of Block 33-E, Lot 214 in the 30th Ward from the City of Pittsburgh and sale of the same parcel to Hilltop Alliance **[Cash Wade /Mazza]** passed unanimously.

Resolution No. 53 (2024) Authorizing the Sale of 0 North Homewood Ave and 0 Mount Vernon Street | Homewood North

◊ Resolution No. 53 authorizing the acquisition from the Urban Redevelopment Authority by The Pittsburgh Land Bank of Block 174-B, Lots 111 and 171 in the 13th Ward for a price of \$500 per parcel plus costs using ARPA funds and sale of the same properties to Habitat for Humanity of Greater Pittsburgh **[Mazza/W. Wilson]** passed unanimously.

Resolution No. 54 (2024) Authorizing the Sale of 0 Rosetta Street | Garfield

◊ Resolution No. 54 authorizing the acquisition from the Urban Redevelopment Authority by The Pittsburgh Land Bank of Block 50-G, Lot 76 in the 10th Ward for a price of \$500 plus costs using ARPA funds and sale of the same property to Abigail and Alex Kallam **[Mazza /Mosley]** passed unanimously.

This sale is contingent upon the buyer:

1. Being fully financed to cover the cost of purchasing and rehabbing the home;



2. provide a rehab plan;
3. be under contract with a contractor;
4. and provide a building permit number.

VII. Public Comment

There was no public comment.

VII. Adjournment

The Chair called for adjournment.

◇ *Motion to adjourn [Mazza/Mosley] passed unanimously.*