

Tri-COG Land Bank
Board of Directors Meeting November 12, 2020 6:30pm
Virtual Meeting

Call to Order: 6:40pm by Jim Fisher

Roll Call

Jim Fisher: Present
Deborah Grass: Absent
Tom Hardy: Absent
Maureen McKeever: Present
Tony Kurta: Absent
Maureen Quinn: Present
Brittany Reno: Absent
Robert Wratcher: Present
Richard Livingston: Present

Others Present

Natalie Boydston
An Lewis
Emily Woodard
Kayla Geahry
Gary Hitchins
Mandi Culhane, GRB

Pledge of Allegiance

Public Comments

None

Financial Report/Meeting Minutes

Motion to approve Financial Report as dated.

Motion moved: R. Wratcher

Seconded: M. McKeever

All in favor, none opposed. Motion carried.

Motion to approve the minutes dated October 22, 2020.

Motion moved: R. Livingston

Seconded: R. Wratcher

All in favor, none opposed. Motion carried.

Organizational Updates

2021 Draft Budget

A. Lewis made slight changes to the budget based on the finalized cost of personnel and the increased cost of conservatorship that was discussed at the last meeting.

Motion to approve proposed 2021 Budget.

Motion moved: M. McKeever

Tri-COG Land Bank
Board of Directors Meeting November 12, 2020 6:30pm
Virtual Meeting

Seconded: M. Quinn

All in favor, none opposed. Motion carried.

Board Meeting Dates – 2021

All regular meetings scheduled for the second Thursday of every month at 6:30pm. All Advisory Committee Meeting dates (March, June, September, and December) Board Meeting scheduled for 5:30pm, with Advisory Committee following at 7:00pm. None opposed.

Winter Maintenance

G. Hitchins requested pricing from seven companies for winter maintenance last month and only one company responded with pricing. The proposed cost was \$50/property; last year was \$70/property from a different company.

Motion to give permission to A. Lewis and J. Fisher to sign a contract to hire City Source Associates, Inc at \$50/property for winter maintenance as needed.

Motion moved: R. Wratcher

Seconded: R. Livingston

All in favor, none opposed. Motion carried.

Election December 10, 2020

December Elections will be held at the next meeting on December 10. J. Fisher's second term is up and no other school district has shown interest in occupying his board seat. J. Fisher interested in staying if no one else comes forward. A. Lewis to discuss offline with M. Culhane if possible for J. Fisher to serve another term.

Vacant Land Strategy Update

A. Lewis explained that she and staff have been working with Evaine Sing and are nearing the finish. TCLB staff recently held a meeting with 20-25 people from a variety of organizations that work in some way with vacant land to begin talking about what a broader strategy for abandoned, vacant lots could look like. Staff is having follow-up meetings with some of those organizations to have more detailed discussions.

A. Lewis had a meeting with the Hillman Foundation to talk about the vacant land strategy and they are interested in potentially investing. The Hillman Foundation also funds some of the organizations that TCLB met with to discuss this strategy.

A. Lewis confirms that she will send the draft form of this strategy around to the board close to Thanksgiving.

TCLB Owned Property Update

TCLB currently owns 40 properties: 33 houses, 1 commercial building, and 6 vacant lots.

Lynnwood Ave: Vacant lot next to 105 Lynnwood in Chalfant; acquired at November Sheriff Sale.

1462 Madden Dr: Located in Monroeville and acquired at November Sheriff Sale.

736 7th St: Located in Pitcairn and acquired at November Sheriff Sale.

Quiet Title Action Update

Cohort 3 final hearings are scheduled for November 17, 2020, then there will be a one month appeal period.

Cohort 4 final hearings are scheduled for November 23, 2020, then there will be a one month appeal period.

Listed Property Update

1121 North - Millvale

Agreement of Sale mailed to applicant, Carl Hofffield. M. Culhane and A. Lewis had a good conversation with the builders and it's their intent to sign the agreement of sale and get it back to TCLB in a few days. Builders are doing their due diligence and figuring out how and where they can situate the house given the lot, flood zone, etc. In the coming weeks, they will have the property professionally surveyed and work through the bullet list they have to get through to get a building permit. Estimate about 3 months to get the building permit.

705 Mercer – Turtle Creek

One application received from Kenyetta Jones. Redevelopment plan includes the rehabilitation of the property to provide housing for adults with intellectual disabilities.

The board felt that the application, work plan and budget from Kenyetta Jones satisfied all requirements, were consistent with the TCLB policies on disposition, and the proof of financing to support the purchase and rehabilitation of the property was sufficient.

Motion to authorize A. Lewis and staff to offer 705 Mercer for sale to the applicant, Kenyetta Jones.

Motion moved: R. Wratcher

Seconded: M. Quinn

All in favor, none opposed. Motion carried.

27 Freeport - Etna, 1 Bottomfield - Etna, 320 Linden - Sharpsburg

Applications received from City of Bridges Community Land Trust per TCLB and COBCLT MOU.

Redevelopment plan includes the rehabilitation of each property to sell as permanently affordable homes. Still awaiting appraisals for pricing; should be available in 2-3 weeks. Board decided to hold on approving the purchase of these properties by the CLT until December.

1114 Wilkins Ave – Braddock Hills

Still listed for sale.

430 Morris St - Edgewood

Still listed for sale.

Tentative Sheriff Sale Schedule

TCLB should acquire four properties at the online Sheriff Sale in December.

Potential Donation

Both 306 Sherman Avenue and 309-L-198-1 (86 sq. ft. sliver of land) in Dravosburg are owned by the

same owner. There are liens on the property where the house sits for 306 Sherman Ave, but due to the size of the vacant lot associated with the property there are no liens filed for that parcel. TCLB has been working with GRB on how to be able to acquire both at Sheriff Sale. A GRB team member reached out to the owner about donating both properties. Staff to continue to follow up.

Motion to accept 306 Sherman Avenue and 309-L-198-1 as donations.

Motion moved: M. Quinn

Seconded: R. Livingston

All in favor, none opposed. Motion carried.

Properties Evaluating for Acquisition

Pitcairn Borough decided at their meeting last week that they would like 581 6th St to be transferred from RAAC to TCLB. Staff to go inside and evaluate the property before agreeing to acquire. RAAC working on a document that allows TCLB staff to go inside. Staff to update the board in December.

Motion to authorize TCLB staff to pursue the acquisition of 581 6th St in Pitcairn and mail out 60 Day Letter for the acquisition contingent on the evaluation of the property's interior.

Motion moved: R. Wratcher

Seconded: R. Livingston

All in favor, none opposed. Motion carried.

TCLB staff has been in talks with Rebuilding Together Pittsburgh about 711 Union Avenue in McKeesport. The property is large and needs a lot of work most likely beyond TCLB's capability without a partner. Staff to talk seriously about this property with RTP and work with M. Culhane on MOU if RTP is interested. Without that partner identified, it would be TCLB staff's recommendation to not acquire the property.

Spring 2020 Property Update

Staff evaluated acquisition methods for 147 Washington St in Edgewood. Current property owner doesn't allow it to become too tax delinquent, but it's not had anyone living in it for a long time and there's a tarp on the roof. TCLB staff and M. Culhane believe conservatorship is the best way to attempt to acquire this property before it becomes a demolition.

Motion to authorize A. Lewis and staff to mail out 60 Day Notice for the acquisition of 147 Washington St in Edgewood and move forward with conservatorship case.

Motion moved: M. Quinn

Seconded: M. McKeever

All in favor, none opposed. Motion carried.

60 Day Notices were mailed out for 15 properties on October 27, 2020 and the deadline to respond is December 26, 2020.

Next Board Meeting

The next meeting will be held online on December 10 at 5:30pm, followed by the Advisory Committee Meeting at 7:00pm, which will include the Winter Celebration and Board Elections.

Tri-COG Land Bank
Board of Directors Meeting November 12, 2020 6:30pm
Virtual Meeting

Adjourn

Motion to adjourn the meeting.

Motion moved: M. Quinn

Seconded: R. Livingston

All in favor, none opposed. Motion carried.

The meeting adjourned at 7:43pm.