

Tri-COG Land Bank
Board of Directors Meeting January 14, 2021 6:30pm
Virtual Meeting

Call to Order: 6:34pm by M. Quinn

Roll Call

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

Others Present

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

Pledge of Allegiance

Public Comments

None

Financial Report/Meeting Minutes

Motion to approve the minutes dated December 10, 2020.

Motion moved: M. McKeever

Seconded: R. Livingston

All in favor, none opposed. Motion carried.

Motion to approve Financial Report and List of Bills as dated.

Motion moved: D. Grass

Seconded: M. McKeever

All in favor, none opposed. Motion carried.

Statement of Financial Interest Forms

Friendly reminder that the statement of financial interest forms are due for elected officials. A link to fill forms out online can be found in BoardBookIt.

Organizational Updates

Officer Elections

All officers are agreeable and willing to stay in their current positions.

Motion to elect Jim Fisher as Chair, Maureen Quinn as Vice Chair, Maureen McKeever as Treasurer and Brittany Reno as Secretary.

Motion moved: T. Hardy

Seconded: R. Wratcher

All in favor, none opposed. Motion carried.

Real Estate Agent Commission Discussion

In the future, TCLB may work with real estate agents as either a Buyer's Agent (brings a client to us) or a Seller's Agent (finds a buyer for a property that is higher value or has been on the market for a prolonged period). TCLB currently has no policy for working with real estate agents, but staff feels it's important for the future.

A. Lewis explains that the going rate on commission is 2.5-3.5% for both types of agents. From research, it looks like the Albany Land Bank pays \$500 if the property cost is \$10,000 or more. Other PA Land Banks have not responded to staff's requests for information. A. Lewis suggests a flat fee of \$1,500 per transaction with real estate agents.

Discussion between board members suggests that it's a good idea to have a policy in place because the ability to work with real estate agents in the future is important.

The board agrees to give A. Lewis and M. Culhane authorization to continue researching the proper policy for working with real estate agents. The policy may be agreed upon via email and ratified at the next board meeting.

Developer to Owner Occupant Discussion

A. Lewis explains that some other Land Banks work with developers and give priority to those who commit to flipping houses and selling to an owner occupant. TCLB currently has no policy for allowing developers to purchase during the 60-day owner occupant restriction period.

T. Hardy suggests having a conversation with Kendall Pelling of East Liberty.

M. Quinn suggests publishing that TCLB will prioritize selling to developers who will agree to sell to owner occupants.

D. Grass explains that Dormont has partnered with developers to do this through conservatorship. A. Lewis and M. Culhane to reach out to Ben Estell of Dormont to discuss this process.

November 2021 Board Meeting

A. Lewis looking for another date option for the November 2021 board meeting, as it currently falls on Veteran's Day.

TCLB Owned Property Update

TCLB currently owns 43 properties: 36 houses, 1 commercial building, and 6 vacant lots.

Disposition Process Update

Awaiting appraisals and 60 Day Disposition Deadline for Cohort 4 properties.

Cohort 5 properties are next to start the Quiet Title Process.

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Awaiting deeds for Cohort 6.

Awaiting results of DCED Blight Grant submitted for 283 Park Ave – Braddock Hills, 105 Lynnwood Ave – Chalfant, 1172 Grandview Ave – North Braddock, 2322 Buena Vista St & side lot – Swissvale, 2342 Buena Vista St – Swissvale, 650 Mortimer Ave – Wilkins. TCLB will not immediately put these on the market; will instead be holding them until DCED makes a decision about this grant.

Listed Property Update

224 Highland Ave – Chalfant, 220 Poplar St – Monroeville, 2037 McKinney Rd – Monroeville, 412 Alpine Village Dr – Monroeville, 601 Boden Ave – Turtle Creek, 124 Patterson Ave – Wilkins

Listed December 17 and 18, 2020. Under owner occupant restriction until February 15 and 16, 2021.

1114 Wilkins Ave – Braddock Hills

Still listed for sale.

430 Morris St - Edgewood

Still listed for sale. A Lewis interested in hiring a real estate agent for this property, as it is not naturally moving on its own.

Approved Application – Property Update

1121 North Ave - Millvale

Agreement of Sale has been executed with applicant Carl Hofffield.

705 Mercer St – Turtle Creek

Agreement of Sale has been executed with applicant Kenyetta Jones.

1 Bottomfield St – Etna, 27 Freeport St – Etna, 320 Linden Ave – Sharpsburg

Applications from City of Bridges Community Land Trust approved. Seller disclosure in process.

Renovation Update

519 Sunnyside – East Pittsburgh

Kitchen cabinets have been installed. Granite countertop, flooring, and a few other minor installations are upcoming.

Tentative Sheriff Sale Schedule

TCLB should acquire three properties at the online Sheriff Sale in February or March and one property in April. There are 22 other properties that are TBD, including one potential donation.

Properties Evaluating for Acquisition

581 6th St, Pitcairn – Potential Transfer from RAAC

This property is currently owned by the Redevelopment Authority of Allegheny County and TCLB would like to acquire.

Motion to send out 60 Day Notice and work with Casa and RAAC to acquire this property.

Motion moved: B. Reno

Second: M. McKeever

All in favor, none opposed. Motion carried.

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Adjourn

Motion to adjourn the meeting.

Motion moved: R. Livingston

Seconded: M. McKeever

All in favor, none opposed. Motion carried.

The meeting adjourned at 7:14pm.