

PHILADELPHIA LAND BANK

MARCH 22, 2025 BOARD OF DIRECTORS SPECIAL MEETING MINUTES

A Special Meeting of the Board of Directors of the Philadelphia Land Bank was held on Saturday, March 22, 2025, via Zoom, of which proper notices were given.

Call to Order

The meeting was called to order at 1:05 pm.

Ms. Imredy Saah announced that prior to the Public Session, the Board held an Executive Session during which Mr. Rodriguez briefed to the Board the process and negotiations that resulted in the proposed Memorandum of Understanding between the Sheriff and the Land Bank (the “MOU”) being presented to the Board for consideration and approval. Ms. Imredy Saah explained that this special meeting was called solely to discuss the MOU, and as such no old or new business would be addressed, although public comment would be allowed following the Board’s discussion.

Item I **Roll Call**

The following members of the Board of Directors reported present: Herbert Wetzel, Darwin Beauvais, Cornelius Brown, Nicholas Dema, Maria Gonzalez, Andrew Goodman, Jenny Greenberg, Kelvin Jeremiah, Michael Johns, Rebecca Lopez-Kriss, and Majeedah Rashid.

The following Land Bank staff members were present: Angel Rodriguez, Andrea Imredy Saah, Esq., and Lily V. Bernadel, Esq.

Public Attendees: The list of public attendees follows these minutes.

A quorum of Directors was present, and the special meeting, having been duly convened, proceeded with business.

Ms. Imredy Saah reviewed the Board’s public comment policy and explained the attendees could enter questions using the Q&A feature on their screens and could raise their hand if they wanted to comment during the public comment period. She stated that the meeting was being recorded and that the recording would be posted on the Board’s webpage within 30 days.

Item II **Approval of Memorandum of Understanding**

Chair Wetzel stated that the Board had been presented with a resolution to approve the Memorandum of Understanding (the “MOU”) between the Philadelphia Sheriff’s Office and the Land Bank to advance the Land Bank’s property acquisition efforts, a central part of its mission, and invited Mr. Rodriguez to present the proposed resolution.

Mr. Rodriguez addressed the Board and public, requesting the Board’s approval of the MOU between the City of Philadelphia, by and through the Sheriff, and the Land Bank:

➤ **Scope of the MOU:**

Allows the Land Bank to resume monthly acquisition of tax-delinquent properties at Sheriff's sales using its noncompetitive priority bid right, as authorized by state law (68 P.S. § 2117) and the Philadelphia Code (§§ 16-702, 16-703, 16-705), in support of its mission.

➤ **Purpose of the MOU:**

Establishes a formal, coordinated process that balances:

- The Land Bank's interest in acquiring strategic properties;
- The City's revenue collection goals; and
- The Sheriff's mandate in protecting property owners' and creditors' interests.

➤ **Process Overview:**

The Land Bank will work with the City's Revenue, Finance, and Law Departments, and the Sheriff, to identify target properties and acquire them via the Bid4Assets auction platform, following notice to interested parties.

➤ **Limitations:**

The MOU sets a procedural framework only; it does not authorize specific property acquisitions or payment of delinquent municipal charges. These actions require future Board approval through spending resolutions.

➤ **Execution & Effective Date:**

The Sheriff has signed the MOU. Upon Board approval, it will be reviewed by Ms. Imredy Saah for legal form and executed by Mr. Rodriguez via DocuSign. It will take effect on Monday, March 24, 2025.

➤ **Updated Costs:**

Estimated Sheriff's fees per property are \$630, which is a significant reduction from the Land Bank's previous costs for acquiring properties at Sheriff's sales.

➤ **Next Steps:**

- Staff will meet with servicers (GRB Law and Linebarger Goggan Blair & Sampson) and the City's Revenue Department to review stayed or postponed properties.
- Land Banks intends to exercise its priority bidding rights under the MOU beginning at the June 2025 Sheriff's sales.
- Land Bank Staff will consult with the Finance Committee to prepare and present a resolution for spending authority to the Board.

Mr. Rodriguez reiterated to the Board that the Land Bank has \$5 million escrowed for acquisition - \$3.5 million for regular acquisitions and \$1.5 million for previously identified garden and side yard properties for which the City paid off the U.S. Bank liens. A copy of the fully executed MOU is attached to these minutes as **Exhibit A**.

Chair Wetzel called for questions or comments from the Board.

Mr. Johns asked for clarification regarding the MOU's timeframe.

Mr. Rodriguez explained that the MOU will run for one year, from March 24, 2025, to March 23, 2026, at the end of which renewal will be discussed if there are no issues. He noted that transitioning to a multi-year agreement in the future would require City Council approval, and the current one-year term allows the Land Bank to resume property acquisitions and evaluate the process before seeking longer-term authorization.

Mr. Rodriguez acknowledged Ms. Imredy Saah for her efforts in helping finalize the MOU, noting that the process had been ongoing for some time, and Ms. Imredy Saah's contribution was especially critical to get the completed MOU to the finish line.

Mr. Beauvais and Mr. Jeremiah both commended and congratulated Mr. Rodriguez, Ms. Imredy Saah, and the Land Bank staff for their efforts in finalizing the MOU, emphasizing that it was a major accomplishment which fosters the Land Bank's mission and the administration's vision.

Mr. Goodman asked whether multiple resolutions related to the MOU would be presented in April, including approval of the fully executed MOU and a property list for spending authority. Mr. Rodriguez responded that after the Board approves the MOU and Ms. Imredy Saah reviews it for legal form, he will then sign and execute the MOU. The Land Bank staff will then meet with servicers, the Finance Committee, and the City's Department of Revenue to conduct necessary reviews before bringing a request for spending authority to the Board to the Board, likely to occur in May.

Ms. Imredy Saah explained that property lists for Sheriff's sales are often finalized only 45 days in advance, but the Land Bank will try to provide an estimate of the properties intended for acquisition over the course of the next three to six months. Mr. Rodriguez noted that last-minute adjustments, including postponements days before a sale, are sometimes necessary due to the fluid nature of the process.

Mr. Rodriguez explained that, unlike in previous years when funds had to be requested from the Department of Revenue before the Land Bank could pay the Sheriff for acquired properties, the Land Bank now has \$5 million in escrow, functioning like a line of credit.

Ms. Greenberg asked how many postponed properties remain and whether sufficient funding is available to acquire them. Mr. Rodriguez responded that a full accounting had not yet been completed as the focus was on preventing the loss of properties. He explained that a detailed review of the list and associated costs would be conducted after the MOU is executed.

Mr. Goodman then inquired about the status of former U.S. Bank lien properties. Mr. Rodriguez explained that the City exercised its right of first refusal under the bond issuance and paid off the U.S. Bank liens on those identified garden properties. The Land Bank will now seek to acquire those garden properties through the City's Sheriff's sales. Mr. Rodriguez stated that he was not aware of the current administration's plans for the remaining U.S. Bank lien properties.

Mr. Jeremiah sought confirmation that the Board's vote at this meeting was solely to approve the final MOU, and Mr. Rodriguez responded in the affirmative.

Chair Wetzel asked if any written comments or requests to comment were received from the public.

Ms. Imredy Saah confirmed that written questions were being received from the public attendees. Some of the questions were answered live, while others were answered via the Q&A function on Zoom. All public questions received during the special meeting are attached to these minutes as **Exhibit B**.

The first written question was from Allison Weiss, who asked how properties are determined to meet the Land Bank's mission. Mr. Rodriguez explained that part of the Land Bank's mission is to acquire tax-delinquent properties for productive uses such as affordable housing, open space, side yards, community use, or business expansion, as outlined in its acquisition policy. Properties must be delinquent for over three years and in arrears for at least \$2,000 in property taxes and other municipal

liens. When the Land Bank identifies such a property for acquisition, that property owner can avoid the acquisition by paying the delinquency in full, which has led many to resolve their debts since the Land Bank began this work in 2017.

Ms. Imredy Saah then read a question from Ryan Briggs, who asked why the meeting was held as a special session rather than during a regular board meeting. Mr. Rodriguez responded that the MOU had been under negotiation for some time, and all parties, including the Administration, were eager to finalize it. Ms. Lopez Kriss added that the timing was critical to meet fiscal year deadlines and allow proper notice for the June 2025 Sheriff's sale. Ms. Imredy Saah noted that notice must be given not only to property owners but also to all interested parties, including lienholders of properties the Land Bank has identified as intended for acquisition at Sheriff's sales.

Ms. Imredy Saah read a question from Sterling Scott asking how to access information about property acquisitions. Mr. Rodriguez responded that properties the Land Bank intends to acquire will be presented to the Board for a spending resolution. He encouraged the public to download the Land Bank's acquisition policy from its website to confirm that the Land Bank's targeted properties for acquisition are appropriate under its policy.

Ms. Gonzalez asked whether there is a mechanism for tracking public comments after the MOU is adopted, so they can be considered in future renegotiations or extensions. Mr. Rodriguez responded that the MOU is a legal agreement authorizing the Land Bank to exercise its legislated priority bid authority, and it is not policy-driven in a way that invites ongoing revisions based on public input. However, he noted that public comments made in this format are recorded in the meeting minutes and captured in the video, ensuring they are part of the public record. Ms. Gonzalez emphasized the importance of assuring the public that their input is valued and will be considered when applicable and practical.

Mr. Goodman suggested that once the MOU is finalized, the Land Bank should post or announce how community members can submit requests for the Land Bank to consider acquiring properties – such as threatened community spaces – before upcoming Sheriff sales. Mr. Rodriguez responded that such requests are currently made directly to Land Bank staff or Council offices, and the Land Bank tracks and evaluates them, postponing or staying sales when appropriate.

Mr. Rodriguez read a second question submitted by Mr. Briggs asking whether there were issues with the Sheriff's office preventing the parties from reaching an agreement six months or a year ago. Mr. Rodriguez explained that delays stemmed from both legislative and operational issues, particularly the transition to the new online auction platform. He emphasized that both parties negotiated in good faith and credited the legal teams, including Ms. Imredy Saah and the Sheriff's counsel, for reaching a resolution.

Ms. Lopez Kriss added that based on her understanding of the MOU, it mainly addresses logistical details such as fee structure and processes, which were significantly different from past in-person sales.

In response to a related question posed by a member of the public, Yvonne Haskins, Mr. Rodriguez clarified that any ongoing issues involving the court system and the Sheriff's Office are unrelated to the MOU. He expressed optimism that the new platform and the MOU's terms, such as allowing Land Bank staff to handle deed filings, will streamline acquisitions and improve efficiency going forward.

Ms. Weiss asked how the Land Bank would choose between multiple eligible properties and whether certain neighborhoods would be prioritized. Mr. Rodriguez explained that the Land Bank does not

prioritize neighborhoods; properties are evaluated based on their intended use under the Land Bank's mission and acquisition policy. Selection ultimately depends on eligibility, timing of Sheriff sales, and compliance with notice and procedural requirements, which staff will begin addressing once the MOU is executed. Ms. Imredy Saah added that under the Land Bank's acquisition policy, funds cannot be used to acquire properties with existing U.S. Bank liens.

Pamela Bracey, a member of the public, then asked whether Germantown settlement properties were included in the Land Bank's efforts. Mr. Rodriguez explained that those properties are owned and managed by the Philadelphia Redevelopment Authority (PRA), not the Land Bank, and that PRA is actively exploring reuse options for them. Ms. Bracey expressed concern over the long delay in addressing these properties.

Dawud Bey, a member of the public, asked whether the MOU addresses delays in the Sheriff sale process and if there are ways to expedite property acquisitions to support the City's goal of developing 30,000 homes. Mr. Rodriguez explained that the MOU does not impact the initiation of Sheriff sales, which follow a court-mandated tax foreclosure process that can take seven to twelve months. The Land Bank only becomes involved at the final stage, once a decree and sale date are set. He emphasized the importance of protecting homeowners with tax liens on their homes, noting that in the past, some individuals lost their homes through fraudulent activity at Sheriff sales – not due to actions by the Sheriff's Office, but by others exploiting the process. He stressed the need to give property owners every opportunity to resolve their tax debts before sale. To that end, the Land Bank focuses on long-term vacant properties, not occupied homes, to avoid displacement and promote responsible redevelopment.

Ms. Imredy Saah acknowledged the appreciation expressed for her and Mr. Rodriguez's work on the MOU but emphasized that it would not have been possible without Daniel Cantu-Herzler, the City Law Department attorney representing the Sheriff's Office. She credited him for his significant efforts in drafting and refining the MOU, noting that his contributions greatly expedited the process.

Chair Wetzel then called for a motion regarding approval of the MOU.

Mr. Jeremiah moved to approve the MOU. Mr. Beauvais seconded the motion.

Upon motion made and duly seconded, the Board unanimously approved the **Resolution Approving the Memorandum of Understanding on Land Bank Priority Bidding Between the City of Philadelphia, by and through the Sheriff, and the Philadelphia Land Bank** (attached to these minutes as Exhibit C).

Item III **Adjournment**

The special meeting was adjourned at 1:43 pm.

SECRETARY TO THE BOARD

PUBLIC ATTENDANCE SHEET

PHILADELPHIA LAND BANK BOARD OF DIRECTORS SPECIAL MEETING
Saturday, March 22, 2025, at 1:00 PM.

User Name (Original Name)
Max Frankel
Cheryl Oliphant
Franchon Pryor
Winifred Branton
Jacquelyn Sims
Joanne Bourne
Jamir Byrd
Hyacinth Johnson
David Yurky
DANA Ray
Gwen Richardson
Sterling Scott
Ryan Briggs
Aaron Moselle
Yvonne Haskins
Kristin Haskins
Monica Quarrie
Dawud Bey
Salahuddin Muhammad
Kim R
Patricia De Carlo
Allison Weiss
LuAn Gethers
Joseph Duffey
Gail Loney
Danita Bates
Pamela Bracey
Jessie Lawrence
Doris Aldridge
Virgis Anusauskas
Byron Ryan
L C
Jamila Davis
Justin Spivey
Mark Lawson
David Feldman
Mike Tomasetti
Jenelle Lemon
Russell Hicks
Shawn Smalley

Exhibit A

City Agreement No. 25-6422

**Memorandum of Understanding
on Land Bank Priority Bidding**

This Memorandum of Understanding (the “MOU”) is entered into on March 22, 2025 between **The City of Philadelphia** (the “City”), by and through the **Sheriff** (the “Sheriff”), and the **Philadelphia Land Bank** (the “Land Bank”).

Background

A. The Land Bank is a public body corporate and politic created under the authority of [68 Pa. C.S. § 2104](#) and the Philadelphia Code (“Code”), [§ 16-702](#). Its mission is to return underutilized property to productive use through a unified, predictable, and transparent process, thereby to assist in revitalizing neighborhoods, creating socially and economically diverse communities, and strengthening the City's tax base. Code [§ 16-703](#).

B. A key means for the Land Bank to acquire and consolidate property for use in its mission is by acquiring properties offered at tax sale auctions initiated by the City, utilizing the Land Bank’s right to exercise a noncompetitive priority bid (“priority bid”) in certain circumstances as authorized by [68 Pa. C.S. § 2117\(d\)](#) and Code [§ 16-705](#).

C. Tax sale auctions ordered by the courts in Philadelphia are conducted by the Sheriff, who is mandated to be a neutral party and, in general, to conduct sales so as to reasonably maximize the proceeds available for distribution to creditors and to the owners whose properties are sold at auction.

D. Applicable law, including [68 Pa. C.S. § 2107](#) and the Philadelphia Home Rule Charter, [§ 8-402](#), authorizes and directs the Land Bank and the Sheriff to enter into appropriate cooperative agreements in the furtherance of their respective purposes. This MOU is such an agreement with respect to matters relating to the

Exhibit A

Land Bank's exercise of priority bids to acquire properties at Sheriff's sales.

Accordingly, the Land Bank and the City (the "Parties") enter into this MOU, intending to be legally bound:

1. Incorporation of Background. The Background is incorporated as part of the MOU.

2. Term. This MOU shall take effect on March 24, 2025, and shall initially terminate on March 23, 2026. By written amendment, the Parties may add additional terms of up to one (1) year, on the same terms as set forth in this MOU except as otherwise set forth in the amendment. The first additional term, if any, shall end on June 30, 2026. Approximately thirty (30) days before the end of each term, the Parties shall discuss whether to add another term and whether to revise any provisions; and they will promptly memorialize any agreement.

3. Initial Eligibility of Properties for Priority Bidding. The Land Bank shall not exercise a priority bid unless the petitioner is the City (through Law Department or outside counsel), and all interested parties have been served with notice of the Land Bank's right to exercise such a priority bid and the right of an interested party to request open bidding pursuant to [Section 16-705\(3\)\(d\)](#) of the Code.

a. This requirement shall be deemed satisfied if such notice is included in the tax sale petition filed and duly served by the City Law Department or its outside counsel.

b. This requirement shall also be deemed satisfied if the tax sale petition was filed prior to June 12, 2024, and such notice has been sent to all interested parties by first-class mail.

4. Acquisition of Structures. The Land Bank's general practice in exercising its priority bid is to acquire vacant land and, on occasion, a vacant structure, although it reserves the right to exercise its priority bid for an occupied structure. The Land Bank

Exhibit A

does not wish to divest Philadelphia homeowners and their families and heirs of their interest in their homes and will therefore not knowingly exercise its priority bid to acquire an occupied single-family home which is occupied by the owner of record or said owner's heirs. If the Land Bank intends to exercise its priority bid to acquire an occupied structure other than a single-family home occupied by the owner or the owner's family or heirs, the Land Bank will seek approval by resolution from the Land Bank Board of Directors prior to sending the notice described in Section 5 below. The Land Bank shall also communicate its intent and an explanation for the intended acquisition to the Sheriff prior to the Board meeting at which the resolution will be considered and consult with the Sheriff on the proposed acquisition.

5. Land Bank Notice for Properties Proposed for Priority Bidding. Once the Land Bank is made aware of which properties are listed for sale on a particular date, which is generally forty-five (45) to sixty (60) days before the sale, the Land Bank will send notice of its intent to exercise its priority bid for a particular property to all interested parties, as defined in [Section 16-705\(3\)\(c\)](#) of the Code, by first-class mail postmarked no later than thirty (30) days in advance of the tax sale date.

a. In addition to the information expressly required under [Section 16-705\(3\)\(d\)](#) of the Code (as summarized in Section 3 hereof), each notice will identify the property, the petitioner and its counsel, the expected auction date, and the Bid4Assets website for information on the sale.

b. The notice to the current owner(s) of record will also include statements that the owner(s) at the time of sale may reacquire the property following the Sheriff's tax sale by giving written notice to the Land Bank within sixty (60) days after the date of the tax sale and paying the Land Bank the full amount of its priority bid offered at the sale within sixty (60) days after delivery of the written notice to the Land Bank.

Exhibit A

6. Certification to Sheriff. At the same time when the Land Bank mails notice to the current owner(s) of record and the other interested parties, the Land Bank will deliver a certification to the Sheriff identifying the known current record owner(s) and other interested parties for each property and certifying that all have been sent the notice required under Section 5 hereof on or before a stated date, which must be at least thirty (30) days prior to the sale. The Sheriff will promptly cause the posting of a notice (the "Notice") on the Bid4Assets website, linked to each property for which the Land Bank has given notice of intent to exercise a priority bid, explaining and setting forth the deadlines for requesting open bidding and reacquiring the property after sale. The Sheriff may also cause the separate listing of properties set for priority bids, noting that they may still be removed from the priority bid list.

7. Changes to Priority Bid List.

a. The Land Bank will give notice to the petitioner and to the Sheriff of any timely request for open bidding or other decision by the Land Bank not to proceed with a priority bid. The Sheriff will promptly postpone the sale and cause the Bid4Assets listing and, if appropriate, the Notice to be updated to reflect and explain the change.

b. If a property is postponed for later priority bid, the Sheriff will post or continue the posting of the property on the website with the new sale date identified by the petitioner, together with the Notice which will again inform interested parties of the pertinent deadlines. The Land Bank will again cause the mailing of the notices under Section 5 hereof and will provide the certification under Section 6 hereof after first checking the database of the City's Department of Records (PhilaDox) for any change in the current owner(s) of record. The Land Bank will engage in additional due diligence to the extent applicable law, including case law, suggests it is required; and will request postponement again if necessary to enable all required notification.

Exhibit A

c. If the Land Bank determines that the sale of a property for which it intends to exercise its priority bid should be postponed or abandoned for reasons other than a request under Code [Section 16-705\(3\)\(d\)](#), it will notify the petitioner as soon as possible with instructions to modify the listing on the website forthwith. The Land Bank will strive to do so no later than two (2) calendar days prior to the scheduled sale date and will copy the Sheriff on any notification by the Land Bank given two (2) or fewer business days prior to the sale. The Land Bank shall cause the petitioner to notify the Sheriff and Bid4Assets as to whether and when the sale will be postponed and whether new notice to interested parties will be required. Generally, the sale of a property which is removed from the Land Bank's priority bid list due to a timely request for open bidding will be postponed for later tax sale.

8. Procedure for Priority-Bid Auctions.

a. Bidding at each Sheriff's sale generally begins at 10:00 a.m. However, if the Sheriff has received notice that the Land Bank intends to exercise any priority bids at the sale, and at least one such sale has not been postponed or delisted, then all such priority-bid properties will be available for exclusive priority bidding by the Land Bank beginning at 9:00 a.m. All priority-bid properties will be open for the Land Bank's bids at the same time. The Land Bank will inform the Sheriff when its priority bids are complete, and the Land Bank will promptly ask the petitioner and the Sheriff to postpone any particular property to another sale if the Land Bank is not able to complete its intended priority bid by 10:00 a.m.

b. Other properties will be open for public bidding beginning at 10:00 a.m. unless Bid4Assets and the Sheriff, each in their sole discretion, believe it may be prudent to extend priority bidding and delay the start of open bidding.

c. The amount of the priority bid shall be the amount set forth in applicable law, which is currently set forth in [68 Pa. C.S. §](#)

Exhibit A

[2117\(d\)\(4\)\(i\)](#) and described in Section 6.a of the Amended and Restated Memorandum of Understanding Between the Philadelphia Land Bank, The City of Philadelphia, The School District of Philadelphia, and Philadelphia Gas Works to Coordinate the Handling of Tax Delinquent Real Properties, dated September 15, 2018, as it may be amended or replaced from time to time (the “2018 MOU”).

d. The Land Bank will furnish instructions to the Sheriff, or cause the petitioner to furnish instructions, for priority-bid properties concerning the effect of the sale on liens of higher priority than real estate taxes and City municipal liens, pursuant to Section 5.c of the 2018 MOU and other applicable law, including any extent to which such liens would survive the tax sale. The Sheriff will cause such instructions to be included on the sale website.

9. Land Bank Payments. As authorized in [68 Pa. C.S. § 2117\(d\)\(ii\)](#), the Land Bank will make full payment to the Sheriff of the amount described in Section 5 of the 2018 MOU, with “Sheriff’s costs” as used therein determined under Section 10 below.

10. Costs and Fees.

a. For each property sold using a priority bid, the Land Bank will pay the following to the Sheriff pursuant to applicable law, including [Code Section 10-1002\(1\)\(a\)-\(b\)](#), as it may be amended from time to time, subject to the OPA assessed value limitation set forth in Section 5.d of the 2018 MOU:

- i. One hundred fifty dollars (\$150) for receiving and processing writs of execution.
- ii. Three hundred dollars (\$300) for conducting and processing the sale.
- iii. One hundred eighty dollars (\$180) for deed preparation.

Exhibit A

iv. Any unforeseen costs or fees of the Sheriff that may directly arise as a result of the sale, not to exceed \$500.00 per property, of which the Sheriff has given notice to the Land Bank promptly after learning of such unforeseen charges.

b. The Land Bank will pay the following fees under [Section 10-1002\(1\)\(b\)](#) or other applicable law directly, rather than to the Sheriff:

i. To the Office of Judicial Records (formerly known as the Prothonotary), any fee normally charged to the Sheriff for the acknowledgement of the Sheriff's deed; and

ii. To the Department of Records, any fee for the recording of the Sheriff's deed.

c. In return for the Land Bank's continued prompt payment of all amounts pursuant to Sections 10 and 11 hereof, the Sheriff will waive payment by the Land Bank of the following fees, costs, and other charges:

i. Any deposit or bid processing fee of Bid4Assets, Inc., or successor;

ii. Except as noted above, any other Sheriff's fee or cost under [Section 10-1002\(1\)](#), including the Sheriff's commission ("poundage") and any fees for sending a letter of notice of sale or for staying a sale after advertising;

iii. Any advertising cost; and

iv. Any cost recovery fee (but see Section 10.a.iv).

11. Invoice and Payment.

a. The Sheriff will invoice the Land Bank within five (5) business days, stating and itemizing for each property both the priority bid (broken down by lien type), the OPA assessed value of the property, and the amount payable under the MOU (detailing the payments of liens and of costs payable to the Sheriff under Section

Exhibit A

10 above). The priority bid amount is the amount the prior owner(s) must pay to reacquire the property.

b. Within five (5) business days of receipt of the invoice, the Land Bank will discuss any disputed invoiced payments with the Sheriff and make payment in full of the amount payable under the MOU for any undisputed invoiced payments. The Land Bank shall make payment for properties with disputed payment amounts within five (5) business days after the Parties have agreed on the payment amounts. All payments shall be made via electronic funds transfer ("EFT"). The Land Bank may combine some or all properties in a single EFT but must concurrently itemize the amounts paid for each property.

c. The Land Bank and the Sheriff will notify each other of any known court order or similar directive relating to the exercise of the Land Bank's priority bid, and will discuss an appropriate response.

12. Deed and Recording. The Sheriff will prepare and email a deed for each property within fifteen (15) calendar days after the Land Bank pays the invoice and furnishes the necessary information to the Sheriff. The Land Bank will review each deed, identify any errors and request any needed corrections, and record it at its own expense when it is correct. The Sheriff will also correct or withhold a deed if the court so orders.

13. Reacquisition of Property by Prior Owner. If a prior owner provides timely notice and payment to the Land Bank under [Section 16-705\(3\)\(e\)](#) of the Code, the Land Bank will forthwith forward to the Sheriff the amount of the priority bid, less the amount previously forwarded to the Sheriff pursuant to Section 11.b of the MOU.

14. Delays and Disputes. In the event of an unanticipated delay in performance by either Party, or if a significant dispute arises between them, or if the Parties do not resolve any discrepancy under Section 11.b hereof within the expected five (5)-

Exhibit A

day deadline, or if either Party becomes aware of a third-party claim with the potential to threaten priority bidding or Sheriff's procedures generally, then either Party shall promptly give notice of the matter to the other Party and both shall work diligently to resolve the matter promptly.

15. Notice. Notice shall be given via email and hand delivery, addressed as follows or to such other addresses of which the Party has provided notice, citing this MOU:

If to the City:

Sheriff of Philadelphia
100 S. Broad Street, 5th Floor
Philadelphia PA 19110
rochelle.bilal@phila.gov

and:

Undersheriff
100 S. Broad Street, 5th Floor
Philadelphia PA 19110
tariq.el-shabazz@phila.gov

If to the Land Bank:

Philadelphia Land Bank
Attn: Executive Director
1234 Market Street, 16th Floor
Philadelphia PA 19107
angel.b.rodriguez@phdc.phila.gov

and:

Philadelphia Land Bank
Attn: Senior Counsel
1234 Market Street, 16th Floor
Philadelphia PA 19107
andrea.saah@phdc.phila.gov

16. Nondiscrimination; Fair Practices. In connection with its actions and obligations under this MOU, the Land Bank shall not discriminate or permit discrimination against any individual on any unlawful basis, including but not limited to bases set forth in the [Philadelphia Home Rule Charter](#), the Fair Practices Ordinance ([Chapter 9-1100](#) of the Code), and [Mayor's Executive Order No. 04-86](#), as they may be amended from time to time. Such bases include, but may not be limited to, actual or perceived race, ethnicity, color, sex, sexual orientation, gender identity, religion, national origin, ancestry, age, disability, marital status, source of income, familial status, genetic information; domestic or sexual violence victim status; or Acquired Immune Deficiency Syndrome ("AIDS") status. In the event of any breach of this Section 16, the City may, in addition

Exhibit A

to any other rights or remedies available under this MOU, at law, or in equity, suspend or terminate this MOU forthwith.


17. Electronic Signatures. The MOU shall be executed by secure electronic means such as DocuSign.

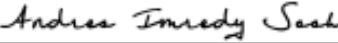
IN WITNESS WHEREOF, the Parties by their authorized representatives have set forth their signatures below:

Renee Garcia, City Solicitor

Per: 
20814DA4D044479...
Senior Attorney

THE CITY OF PHILADELPHIA
Sheriff of Philadelphia


E91D46A1C0304CF
Rochelle Bilal, Sheriff

Per: 
3AC651B10B7A4CC...
Andrea Imredy Saah, Senior Counsel

LAND BANK OF PHILADELPHIA



ECCFA28F80CB4EB...
Angel Rodriguez, Executive Director

Exhibit B

#	Question	Asker Name	Answer
1	Can the board provide an emailed copy of the MOU to the Inquirer? I'm covering this agreement for the paper. Email: rbriggs@inquirer.com	Ryan Briggs	yes, after the meeting.
2	hello, how is it determined which properties meet the land bank mission. what is the exact mission relating to sheriff sale properties. thank you	a weiss	live answered
3	Also, is there any particular reason this meeting was convened as a special session, versus at an ordinary board meeting?	Ryan Briggs	live answered
4	<u>CCNicetown</u> RCO how do we receive all information about properties acquisition?	Sterling Scott	live answered
5	Finally, what were the issues on the sheriff's side that prevented the board from reaching this agreement say one year ago, or six months ago? How does the MOU address those issues?	Ryan Briggs	live answered
6	Given the Court's admonition of the Sheriff and the delay in Sheriff	yvonne haskins	live answered
7	Sales, what can the Land Bank do to accommodate the interests of the Memorandum.	yvonne haskins	live answered
8	I joined late. Is the MOU available on the website?	Winifred Branton	It is attached to the resolution in the Board package posted on our Board webpage.
9	Is there a list of properties previously acquired at tax sale, pre-2020?	Winifred Branton	I can provide that to you - <u>will</u> have to pull from our database.

Exhibit C

RESOLUTION NO. 2025 - 12

RESOLUTION APPROVING THE MEMORANDUM OF UNDERSTANDING ON LAND BANK PRIORITY BIDDING BETWEEN THE CITY OF PHILADELPHIA, BY AND THROUGH THE SHERIFF, AND THE PHILADELPHIA LAND BANK

WHEREAS, the Philadelphia Land Bank, as a means to acquire property for use in its mission, has the right to exercise a noncompetitive priority bid (“priority bid”) in certain circumstances as authorized by 68 Pa. C.S. § 2117(d) and Philadelphia Code § 16-705, and intends to resume its acquisition, by exercise of its priority bid, of certain tax delinquent property which the City of Philadelphia (the “City”) will expose to sheriff sale pursuant to the Municipal Claim and Tax Lien Law (“Tax Sales”) on the Bid4Assets electronic platform currently in use by the Sheriff of Philadelphia (the “Sheriff”);

WHEREAS, the City understands the value and benefit of the Land Bank and the special powers granted to it by the General Assembly to acquire and repurpose vacant tax delinquent properties for the benefit of the City and its citizens;

WHEREAS, Tax Sale auctions ordered by the courts in Philadelphia are conducted by the Sheriff, who is mandated to be a neutral party and, in general, to conduct Tax Sales so as to reasonably maximize the proceeds available for distribution to creditors and to the owners whose properties are sold at auction;

WHEREAS, the Land Bank understands the value and benefit of swift and consistent enforcement of tax delinquencies to maximize revenues for the benefit of the City and Philadelphia School District and their residents and students while respecting the Sheriff’s role in conducting Tax Sales;

WHEREAS, the City, by and through the Sheriff, and the Land Bank wish to create a process that respects the Land Bank’s interest in acquiring properties it identifies as furthering its mission, the City’s interest in using Tax Sales as part of its revenue collection process, and the Sheriff’s interest in protecting the interests of owners and creditors;

WHEREAS, the City, by and through the Sheriff, and the Land Bank have developed a Memorandum of Understanding, attached to this Resolution as **Exhibit A**, which creates a mutually acceptable process for the Land Bank to identify and acquire tax delinquent properties while making payment to the City, by and through the Sheriff, for certain real property delinquent taxes; and

WHEREAS, the Board has considered the Memorandum of Understanding and finds its adoption to be in the best interests of the Land Bank;

NOW THEREFORE, BE IT RESOLVED by the Board of Directors of the Philadelphia Land Bank that the Executive Director and Senior Counsel:

1. May, under the authority granted by Board Resolution 2017-43 adopted on October 12, 2017, enter into the Memorandum of Understanding, which is attached to this Resolution.

Exhibit C

2. With the advice of counsel, may allow modifications to the attached Memorandum of Understanding which are in the best interests of the Land Bank and which do not materially alter the substantive process now represented in the attached Memorandum of Understanding, provided that the Executive Director or Senior Counsel will notify the Board of all modifications to Memorandum of Understanding at the next Board meeting following the date of such modifications.
3. Shall present at the April 8, 2025 Board Meeting the Memorandum of Understanding as executed by all parties.

This Resolution shall take effect immediately upon adoption by the Board.

Adopted by Philadelphia Land Bank Board of Directors on March 22, 2025.
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