

PHILADELPHIA HOUSING AUTHORITY BOARD OF COMMISSIONERS MEETING MINUTES

Thursday, November 16, 2023 3 p.m. at 2013 Ridge Ave., Philadelphia, PA 19121

The regularly scheduled meeting of the Philadelphia Housing Authority ("PHA") Board of Commissioners was brought to order by Chair Lynette Brown-Sow, at approximately 3:05 p.m. In addition to the Chair, the Vice-Chair Wetzel and the following Commissioners participated: Callahan, Camarda, Coney, Purnell, and Shahid, as well as President & CEO ("CEO") Kelvin Jeremiah, and the General Counsel and Board Secretary, Laurence M. Redican. Commissioners Mayo and Wise did not participate.

The Chair took a roll call to establish that a quorum was present and then requested a moment of silence to prepare for the meeting. Thereafter, the CEO reviewed the commenting procedures and made the following announcements:

- 1) The annual senior Thanksgiving luncheon was held earlier today and PHA's annual turkey distribution to residents will start next week; and
- 2) Congratulations to Chair Brown-Sow for being a Lifetime Achievement Honoree, as the City and Commonwealth honor fifty (50) of Pennsylvania's most prominent and accomplished leaders, who are over fifty (50) and who are making a positive impact on Pennsylvania, in government, business and media.

The Chair asked whether there were any changes or corrections to the minutes of the October 19, 2023 Board meeting. Hearing none, the minutes were approved.

Six (6) resolutions were presented and approved by the Board, following the opportunity for discussion and public comment.

Resolution No. 12314, attached in Appendix 1, was presented by Greg Hampson, Sr. Exec. Vice-President of the Capital Projects Division ("SEVP-CPD"), to authorize PHA to execute the Grant Agreement for the U.S. Department of Housing and Urban Development ("HUD") Choice Neighborhoods Planning Grant FY2023 award that was received on September 13, 2023. The resolution had been reviewed by the Policy & Planning Committee prior to presentation to the Board and its Chair, Board Vice-Chair Wetzel, moved for its adoption. Following a second, the opportunity for discussion and public comment (as was available for all the resolutions), and Vice-Chair Wetzel stating that the committee had reviewed the resolution and recommended it for adoption, it was unanimously approved, by roll call.

Resolution No. 12315, attached in Appendix 1, was presented by Dave Walsh, Executive Vice President – Supply Chain Management ("EVP-SCM"), to authorize PHA to contract for Management Consulting Services with Bronner Group, LLC; CSG Advisors, Inc.; Du & Associates, Inc.; and Edgemere Consulting Corp., in a total aggregate amount, including the exercise of any options, not to exceed ten million dollars (\$10,000,000.00). This resolution had been reviewed by the Finance Committee and Commissioner Callahan, Chair of that committee, moved for its approval. Following a second and Commissioner Callahan confirming that the committee had reviewed it and recommended it, the motion was unanimously approved, by roll call.

Resolution No. 12316, attached in Appendix 1, was presented by Dave Walsh, EVP-SCM, to authorize PHA to contract for Trash Chute Cleaning Services with Envirofoam LLC dba Fresh Foam, in a not-to-exceed amount, including the exercise of any options, of one million three hundred seventy-five thousand dollars (\$1,375,000.00). Commissioner Callahan, as Chair of the Finance Committee that had reviewed the resolution, moved for its adoption. Following a second, the motion was approved by all participating Commissioners, by roll call, with the exception of Commissioner Shahid, who did not vote (he was participating remotely, via telephone, and did not respond when asked twice for his vote).

Resolution No. 12317, attached in Appendix 1, was presented by Dave Walsh, EVP-SCM, to authorize PHA to contract for extermination services at PHA sites with Allergy Technologies, LLC; Alpha to Omega Termite and Pest Control, Inc.; Next Generation Pest Control, LLC; Buggin Out Pest Control, LLC; and BB Pest Control, Inc. The total aggregate amount to be expended under the contracts, including the exercise of any options, is not to exceed seven million five hundred thousand dollars (\$7,500,000.00). This resolution had been reviewed by the Resident Services Committee and its Chair, Commissioner Coney, moved for its adoption. Following a second and discussion, the resolution was unanimously adopted, by roll call.

Resolution No. 12318, attached in Appendix 1, was presented by Janea Jordon, Senior Executive Vice President - Public Safety, Audit and Compliance, for Board approval of PHA's Standard Operating Procedures ("SOP") for the Ongoing Lead Based Paint Maintenance Program, as required by the U.S. Department of Housing and Urban Development ("HUD"). Prior to her presentation, CEO Jeremiah noted that this resolution was only being brought to the Board due to the express request of HUD for Board approval, but such procedures are not usually brought to the Board, do not need Board approval, and this unusual instance was not precedent-setting. Board Vice-Chair Wetzel, Chair of the Policy & Planning Committee that had reviewed the resolution, moved for its approval. After a second, Vice-Chair Wetzel stated that the committee had discussed the SOP and that both the Policy & Planning Committee and the full Board had a thorough briefing on it. The motion was then unanimously approved, by roll call.

Resolution No. 12319, attached in Appendix 1, was presented by Greg Hampson, SEVP-CPD, to authorize PHA to acquire properties for Strawberry Mansion – 28th and York Project, to create an affordable rental, homeownership, and mixed-use development. CEO Jeremiah also stated that the expected plan had been somewhat amended after meeting with community leaders and the Council President, to be responsive to input regarding types and numbers of units. This resolution had been reviewed by the Policy & Planning Committee and its Chair, Board Vice-Chair Wetzel, moved for its adoption. After a second, the motion was unanimously approved, by roll call.

For the **public comment period**, Dorothea Barnes presented a moving issue, which was addressed by CEO Jeremiah.

The Chair announced that the next Board meeting is scheduled for December 21, 2023 and, following a seconded motion from Commissioner Callahan to adjourn, the meeting ended at approximately 3:45 p.m.

Respectfully submitted,

Laurence M. Redican General Counsel

Philadelphia Housing Authority

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APPENDIX 1

THE PHILADELPHIA HOUSING AUTHORITY AGENDA FOR THE MEETING OF THE BOARD OF COMMISSIONERS 2013 RIDGE AVE. PHILADELPHIA, PA 19121 THURSDAY, NOVEMBER 16, 2023, at 3 p.m.

- A. Call to Order Lynette Brown-Sow, Chair of the Board of Commissioners
- B. Remarks Kelvin A. Jeremiah, President & CEO
- C. Approval of Minutes of the Board Meeting held October 19, 2023, as distributed.
- D. New Business
 - 1. RESOLUTION AUTHORIZING EXECUTION OF A GRANT AGREEMENT WITH THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT FOR FUNDING PURSUANT TO THE FISCAL YEAR 2023 CHOICE NEIGHBORHOODS PLANNING GRANT PROGRAM AWARD

Greg Hampson

2. RESOLUTION AUTHORIZING CONTRACTS FOR MANAGEMENT CONSULTING SERVICES WITH BRONNER GROUP, LLC; CSG ADVISORS, INC.; DU & ASSOCIATES, INC.; AND EDGEMERE CONSULTING CORP.

Dave Walsh

3. RESOLUTION AUTHORIZING A CONTRACT FOR TRASH CHUTE CLEANING SERVICES WITH ENVIROFOAM LLC DBA FRESH FOAM

Dave Walsh

4. RESOLUTION AUTHORIZING CONTRACTS FOR PEST EXTERMINATION SERVICES WITH ALLERGY TECHNOLOGIES, LLC; ALPHA TO OMEGA TERMITE AND PEST CONTROL, INC.; NEXT GENERATION PEST CONTROL, LLC; BUGGIN OUT PEST CONTROL, LLC; AND BB PEST CONTROL, INC.

Dave Walsh

5. RESOLUTION APPROVING THE PHILADELPHIA HOUSING AUTHORITY'S STANDARD OPERATING PROCEDURES FOR THE ONGOING LEAD BASED PAINT MAINTENANCE PROGRAM

Janea Jordon

6. RESOLUTION AUTHORIZING THE PHILADELPHIA HOUSING AUTHORITY TO ACQUIRE PROPERTIES IN THE STRAWBERRY MANSION NEIGHBORHOOD

Greg Hampson

E. Public Comment

RESOLUTION AUTHORIZING EXECUTION OF A GRANT AGREEMENT WITH THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT FOR FUNDING PURSUANT TO THE FISCAL YEAR 2023 CHOICE NEIGHBORHOODS PLANNING GRANT PROGRAM AWARD

WHEREAS, the U.S. Department of Housing and Urban Development ("HUD") has issued a Fiscal Year 2023 Notice of Funding Opportunity ("NOFO") for the Choice Neighborhoods Planning Grant Program, which describes the requirements for submission of competitive funding proposals for Planning Grants; and

WHEREAS, under the Choice Neighborhoods Planning Grant program, HUD provides funding to create a Transformation Plan for distressed public housing developments and surrounding neighborhoods; and

WHEREAS, the Philadelphia Housing Authority ("PHA") reviewed the NOFO and identified the Harrison Apartments site and the surrounding Yorktown neighborhood (see attached map) as a site that meets the NOFO requirements for distress and other neighborhood factors and applied on June 6, 2023; and

WHEREAS, the NOFO establishes a limit of no more than one application per locality and requires that the local government of jurisdiction be either the Lead Applicant or Co-Applicant; and

WHEREAS, PHA has agreed to be the Lead Grantee and the City of Philadelphia has agreed to be the Co-Lead under the Grant; and

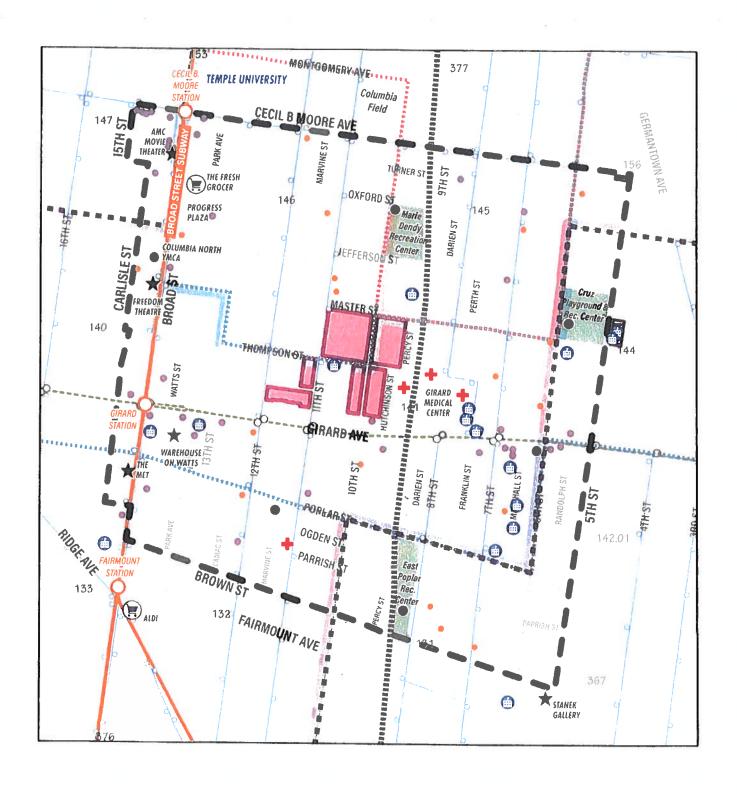
WHEREAS, the PHA and City of Philadelphia were awarded a Choice Neighborhood Planning Grant FY 2023 award ("Grant") totaling five hundred thousand dollars (\$500,000.00) on September 13, 2023; and

WHEREAS, PHA will work closely with, and actively engage, the residents of the Harrison Apartments, community residents and other stakeholders throughout the Grant process; and

WHEREAS, this resolution is for the PHA Board of Commissioners to authorize PHA's execution of the grant agreement for above-described HUD award, which approval is required prior to the December 1, 2023 deadline for PHA to complete the grant agreement;

BE IT RESOLVED, that the PHA Board of Commissioners hereby approves execution of the Grant Agreement for the Choice Neighborhoods Planning Grant funding in an amount of five-hundred thousand dollars (\$500,000.00), as set forth above, and authorizes the PHA President & CEO or his designee(s) to undertake all necessary actions to execute any and all documents necessary to enter into the Grant agreement and execute activities associated with the Grant program.

APPROVED BY THE BOARD ON 11/16/23



RESOLUTION AUTHORIZING CONTRACTS FOR MANAGEMENT CONSULTING SERVICES WITH BRONNER GROUP, LLC: CSG ADVISORS, INC.; DU & ASSOCIATES, INC.; AND EDGEMERE CONSULTING CORP.

WHEREAS, the Philadelphia Housing Authority ("PHA") has identified a need for management consulting services and a Request for Proposal was developed for the selection of companies to address fulfilling this requirement, according to established procedures and all applicable laws regarding public contracts; and

WHEREAS, the Request for Proposal was posted on PHA's website, advertised via local publications and chambers of commerce, mailed to qualified entities on PHA's Outreach List, and distributed to those who responded to the invitation; and

WHEREAS, the proposals were reviewed and evaluated by an evaluation committee and the supporting documents were reviewed by the Contracting Officer; and

WHEREAS, based upon the consensus evaluation and approval for presentation to the Board after additional review processes, including Board committee and resident leadership review, it is recommended that contracts be awarded to Bronner Group, LLC; CSG Advisors Inc.; Du & Associates, Inc. and Edgemere Consulting Corp.; and

WHEREAS, work is to be assigned to the four (4) awardees at the discretion of the Contracting Officer based on need, performance and other legitimate business factors, and may be altered within the terms of the contract at any time during the course of the contract at the discretion of the contracting officer; and

WHEREAS, it is recommended that the aggregate amount to be expended under the contracts shall not exceed ten million dollars (\$10,000,000.00) with a two-year base period and three (1) one-year option periods, as follows:

- 1) The not-to-exceed aggregate amount for the two-year base period is four million dollars (\$4,000,000.00);
- 2) The not-to-exceed aggregate amount for the first one-year option period is two million dollars (\$2,000,000.00);
- 3) The not-to-exceed aggregate amount for the second one-year option period is two million dollars (\$2,000,000.00); and
- 4) The not-to-exceed aggregate amount for the third one-year option period is two million dollars (\$2,000,000.00);

BE IT RESOLVED, that the Board of Commissioners hereby authorizes the President & CEO and/or his authorized designee(s) to conclude and execute contracts with Bronner Group, LLC; CSG Advisors, Inc.; Du & Associates, Inc.; and Edgemere Consulting Corp. for a total aggregate amount not to exceed ten million dollars (\$10,000,000.00), subject to the availability of funds therefor, as set forth above, and to take all necessary actions relating to such contracts, including determining whether the options available under the contracts shall be exercised.

I hereby certify that this was
ARPROVED BY THE BOARD ON 11/16/23
ATTORNEY FOR PHA

RESOLUTION AUTHORIZING A CONTRACT FOR TRASH CHUTE CLEANING SERVICES WITH ENVIROPOAM LLC DBA FRESH FOAM

WHEREAS, the Philadelphia Housing Authority ("PHA") has identified a need for trash chute cleaning services and a Request for Proposal was developed for the selection of companies to address fulfilling this requirement, according to established procedures and all applicable laws regarding public contracts; and

WHEREAS, the Request for Proposal was posted on PHA's website, advertised via local publications and chambers of commerce, mailed to qualified entities on PHA's Outreach List, and distributed to those who responded to the invitation; and

WHEREAS, the proposals were reviewed and evaluated by an evaluation committee and the supporting documents were reviewed by the Contracting Officer; and

WHEREAS, based upon the consensus evaluation and approval for presentation to the Board after additional review processes, including Board committee and resident leadership review, it is recommended that a contract be awarded to Envirofoam LLC dba Fresh Foam; and

WHEREAS, work is to be assigned to the awardee at the discretion of the Contracting Officer based on need, performance and other legitimate business factors, and may be altered within the terms of the contract at any time during the course of the contract at the discretion of the contracting officer; and

WHEREAS, it is recommended that the aggregate amount to be expended under the contract shall not exceed one million three hundred seventy-five thousand dollars (\$1,375,000.00) with a two-year base period and three (1) one-year option periods, as follows:

- 1) The not-to-exceed amount for the two-year base period is five hundred fifty thousand dollars (\$550,000.00);
- 2) The not-to-exceed amount for the first one-year option period is two hundred seventy five thousand dollars (\$275,000.00);
- 3) The not-to-exceed amount for the second one-year option period is two hundred seventy five thousand dollars (\$275,000.00); and
- 4) The not-to-exceed amount for the third one-year option period is two hundred seventy five thousand dollars (\$275,000.00);

BE IT RESOLVED, that the Board of Commissioners hereby authorizes the President & CEO and/or his authorized designee(s) to conclude and execute a contract with Envirofoam LLC dba Fresh Foam for an amount not to exceed one million three hundred seventy-five thousand dollars (\$1,375,000.00), subject to the availability of funds therefor, as set forth above, and to take all necessary actions relating to such contract, including determining whether the options available under the contract shall be exercised.

APPROVED BY THE BOARD ON 11/16/23

RESOLUTION AUTHORIZING CONTRACTS FOR PEST EXTERMINATION SERVICES WITH ALLERGY TECHNOLOGIES, LLC, ALPHA TO OMEGA TERMITE AND PEST CONTROL, INC., NEXT GENERATION PEST CONTROL, LLC, BUGGIN OUT PEST CONTROL, LLC. AND BB PEST CONTROL, INC.

WHEREAS, the Philadelphia Housing Authority ("PHA") has identified a need for pest extermination services and a Request for Proposal was developed for the selection of companies to address fulfilling this requirement, according to established procedures and all applicable laws regarding public contracts; and

WHEREAS, the Request for Proposal was posted on PHA's website, advertised via local publications and chambers of commerce, mailed to qualified entities on PHA's Outreach List, and distributed to those who responded to the invitation; and

WHEREAS, the proposals were reviewed and evaluated by an evaluation committee and the supporting documents were reviewed by the Contracting Officer; and

WHEREAS, based upon the consensus evaluation and approval for presentation to the Board after additional review processes, including Board committee and resident leadership review, it is recommended that contracts be awarded to Allergy Technologies, LLC; Alpha to Omega Termite and Pest Control, Inc.; Next Generation Pest Control, LLC; Buggin Out Pest Control, LLC; and BB Pest Control, Inc.; and

WHEREAS, work is to be assigned to the five (5) awardees at the discretion of the Contracting Officer based on need, performance and other legitimate business factors, and may be altered within the terms of the contract at any time during the course of the contract at the discretion of the contracting officer; and

WHEREAS, it is recommended that the aggregate amount to be expended under the contracts shall not exceed seven million five hundred thousand dollars (\$7,500,000.00) with a two-year base period and three (1) one-year option periods, as follows:

- 1) The not-to-exceed aggregate amount for the two-year base period is three million dollars (\$3,000,000.00);
- 2) The not-to-exceed aggregate amount for the first one-year option period is one million five hundred thousand dollars (\$1,500,000.00);
- 3) The not-to-exceed aggregate amount for the second one-year option period is one million five hundred thousand dollars (\$1,500,000.00); and
- 4) The not-to-exceed aggregate amount for the third one-year option period is one million five hundred thousand dollars (\$1,500,000.00);

BE IT RESOLVED, that the Board of Commissioners hereby authorizes the President & CEO and/or his authorized designee(s) to conclude and execute contracts with Allergy Technologies, LLC; Alpha to Omega Termite and Pest Control, Inc.; Next Generation Pest Control, LLC; Buggin Out Pest Control, LLC; and BB Pest Control, Inc. for a total aggregate amount not to exceed seven million five hundred thousand dollars (\$7,500,000.00), subject to the availability of funds therefor, as set forth above, and to take all necessary actions relating to such contracts, including determining whether the options available under the contracts shall be exercised.

APPROVED BY THE BOARD ON 1/10/23
ATTORNEY FOR PHA

RESOLUTION APPROVING THE PHILADELPHIA HOUSING AUTHORITY'S STANDARD OPERATING PROCEDURES FOR THE ONGOING LEAD BASED PAINT MAINTENANCE PROGRAM

WHEREAS, the U.S. Department of Housing and Urban Development ("HUD") undertook an evaluation of PHA's lead based paint processes for ensuring that PHA procedures are compliant with all federal, state and local requirements; and

WHEREAS, based on its review, HUD recommended that PHA revise its Standard Operating Procedures and present those to the Board of Commissioners for approval; and

WHEREAS, PHA has had Standard Operating Procedures in place since 2018 for PHA's lead based paint processes, and the current version, entitled "Standard Operating Procedures for Ongoing Lead Based Paint Maintenance Program" ("SOP"), was revised on September 7, 2023, following the HUD review; and

WHEREAS, the SOP is over four hundred forty (440) pages long (including appendices), it was updated based on the HUD request, meets the expressed HUD requirements, and has been shared with the Board; and

WHEREAS, while PHA's approval protocols, as per Controlled Policy & Procedure #26, Board Approval Policy, issued pursuant to Board Resolution No. 11532, generally have the Board approving policies and other matters, not procedures, and those protocols are not being revised, HUD has requested that this specific SOP, the "Standard Operating Procedures for Ongoing Lead Based Paint Maintenance Program," as referenced above, be approved by the Board of Commissioners;

BE IT RESOLVED that the PHA Board of Commissioner hereby: 1) approves the appropriateness of the "Standard Operating Procedures for Ongoing Lead Based Paint Maintenance Program," as revised September 7, 2023, in substantially the form presented to the Board, and as may be revised from time to time, upon approval by the President & CEO, without the need for Board approval, and 2) authorizes the President & CEO to take all actions necessary and appropriate to implement the procedures.

I hereby certify that this was
APPROVED BY THE BOARD ON 11/16/23
ATTORNEY FOR PHA

RESOLUTION AUTHORIZING THE PHILADELPHIA HOUSING AUTHORITY TO ACQUIRE PROPERTIES IN THE STRAWBERRY MANSION NEIGHBORHOOD

WHEREAS, the Philadelphia Housing Authority ("PHA") is undertaking a development initiative in an area of Philadelphia located within the vicinity of 28th Street to the east, 29th Street to the west, Cumberland Street to the north, and York Street to the south, to create affordable rental, homeownership and mixed-use development (the "Strawberry Mansion – 28th and York Project"); and

WHEREAS, the Strawberry Mansion – 28th and York Project is expected to create approximately eighty-five (85) new housing units, including affordable rental, homeownership and integrated mixed-uses; and

WHEREAS, the redevelopment will involve new construction of approximately fifty-five (55) rental units and thirty (30) homeownership units, along with a new parking lot and Tot-Lot; and

WHEREAS, in order to develop the new housing and integrated mixed-use development, PHA desires to acquire up to one hundred twenty-four (124) properties ("Properties"), as identified on the attachments to this resolution, pursuant to the Housing Authorities Law, which authorizes PHA to acquire properties by purchase, or eminent domain, for the public purposes set forth in the Housing Authorities Law; and

WHEREAS, the Strawberry Mansion – 28th and York Project includes many properties currently in public ownership and privately owned, with approximately over ninety (90) percent being vacant land; and

WHEREAS, it is expected that the not-to-exceed cost for property acquisition and related costs will be two million three hundred thousand dollars (\$2,300,000.00);

BE IT RESOLVED that the PHA Board of Commissioners authorizes the President and CEO or his authorized designee(s) to: 1) acquire the Properties through negotiation and/or eminent domain for the Strawberry Mansion - 28th and York Project, as set forth above; 2) to expend an amount not to exceed two million three hundred thousand dollars (\$2,300,000.00) for such acquisition and related costs; and 3) take all necessary actions related to the acquisition of the Properties.

APPROVED BY THE BOARD OR 11/16/23

List Attachment to Resolution re: Acquisition of Properties in Strawberry Mansion

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2401	N	Dover	2444	N	Dover	2424	N	Newkirk
2403	N	Dover	2445	N g	Dover	2426	N	Newkirk
2405	N	Dover	2446	N	Dover	2428	N	Newkirk
2407	N	Dover	2447	N	Dover	2429	N	Newkirk
2409	N	Dover	2448	N	Dover	2430	N	Newkirk
2411	N	Dover	2449	N	Dover	2431	N	Newkirk
2413	N	Dover	2450	N	Dover	2432	N	Newkirk
2415	N	Dover	2451	N	Dover	2433	N	Newkirk
2416	N	Dover	2452	N	Dover	2434	N	Newkirk
2417	N	Dover	2453	N	Dover	2435	N	Newkirk
2418	N	Dover	2454	N	Dover	2436	N	Newkirk
2419	N	Dover	2455	N	Dover	2437	N	Newkirk
2420	N	Dover	2456	N	Dover	2438	N	Newkirk
2421	N	Dover	2457	N	Dover	2439	N	Newkirk
2422	N	Dover	2458	N	Dover	2440	N	Newkirk
2423	N	Dover	2459	N	Dover	2442	N	Newkirk
2424	N	Dover	2460	N	Dover	2442	N	Newkirk
2425	N	Dover	2461	N	Dover	2443	N	Newkirk
2426	N	Dover	2462	N	Dover	2444	N	Newkirk
2427	N	Dover	2463	N	Dover	2445	N	Newkirk
2428	N	Dover	2465	N	Dover	2446	N	Newkirk
2429	N	Dover	2467	N	Dover	2447	N	Newkirk
2430	N	Dover	2469	N	Dover	2448	N	Newkirk
2431	N	Dover	2471	N	Dover	2449	N	Newkirk
2432	N	Dover	2400	N	Newkirk	2450	N	Newkirk
2433	N	Dover	2402	N	Newkirk	2451	N	Newkirk
2434	N	Dover	2404	N	Newkirk	2452	N	Newkirk
2435	N	Dover	2406	N	Newkirk	2453	N	Newkirk
2436	N	Dover	2408	N	Newkirk	2454	N	Newkirk
2437	N	Dover	2410	N	Newkirk	2455	N	Newkirk
2438	N	Dover	2412	N	Newkirk	2456	N	Newkirk
2439	N	Dover	2414	N	Newkirk	2457	N	Newkirk
2440	N	Dover	2416	N	Newkirk	2458	N	Newkirk
2441	N	Dover	2418	N	Newkirk	2459	N	Newkirk
2442	N	Dover	2420	N	Newkirk	2460	N	Newkirk
2443	N	Dover	2422	N	Newkirk	2461	N	Newkirk

Map Attachment to Resolution re: Acquisition of Properties in Strawberry Mansion

