

Minutes



Quad Cities Land Bank Authority Board Meeting
Monday, December 5, 2022, 10:30 a.m.
Moline City Hall
Committee of the Whole Room
619 16 Street
Moline, Illinois 61265

1. CALL TO ORDER

M. Brainard called the meeting to order at 10:31 am

2. ROLL CALL

Board Members: Miles Brainard, KJ Whitley, Annaka Whiting
Others present: Brent Denzin (remote), Scott Goldstein (remote),
Mary Chappell

BOARD MEMBER	Present	Absent
Brainard, Miles	X	
Whitley, KJ	X	
Whiting, Annaka	X	
Chappell, Mary	X	

3. PUBLIC COMMENT

N/A

4. LAND BANK BOARD MINUTES

Motion was made by K. Whitley and seconded by A. Whiting to approve of the minutes of the November 21, 2022, meeting.
Motion passed 3-0.

BOARD MEMBER	Aye	Nay	Abstain
Brainard, Miles	X		
Whitley, KJ	X		
Whiting, Annaka	X		

5. FINANCIAL REPORT

5.1 Funding Status

Treasurer A. Whiting stated there were no financial updates to report this week. As previously agreed, a full overview will be provided once a month.

As previously requested, M. Chappell reported on the cost to have stationary printed for the program. The cost to print 500 sheets of letterhead ranged from \$85-\$95 depending on the weight of paper. Following discussion, all were in agreement to create letterhead using a Word document.

6. LAND BANK PROGRAM MANAGER REPORT

6.1 Property Intake Forms

M. Chappell noted that as the organization of the program continues, one focus has been on developing various processes that support the program. Recent research has been on Property Intake forms. Two examples of intake forms were passed out to Board members and to the Technical Advisors for discussion.

One example came from the South Suburban Land Bank and the second from the Kansas City Land Bank program, which had been modified with QCLBA logo. Both forms are similar in that they ask general intake questions. One significant difference is that the Kansas City Land Bank charges a fee to cover a background check and a fee to process the application. It was noted that other land banks utilize different intake forms based on the type of property being purchased.

There was considerable discussion regarding the need for background checks and if a representation statement with a signature included with application would be sufficient. The type of information gained as part of a background check was discussed. B. Denzin stated that in addition to a signed application, the addition of a Sales Agreement or Deed Restriction would provide an option to take legal action for lack of performance. Charging an Administration fee was also discussed. Board members were mixed on charging a fee as it might prohibit a sale or be hard to collect.

The general consensus was that the level of scrutiny and any fees would most likely depend on the type of property being purchased. M. Chappell noted that this topic would be discussed with the new program attorney and any forms would be reviewed by the Board before moving forward.

7. OLD BUSINESS

7.1 Status of Land Bank Site Visit

M. Chappell reported that we are set to travel on Thursday, December 15th, to visit the Region 1 Planning Council Land Bank in Rockford. Schedule to depart from Moline City Hall at 8:30 a.m.

7.2 Update on IGA Agreement

K. Whitley shared she is working to gain clarification from Moline leaders regarding the repayment of the \$130,000 in APRP funds approved to support the Land Bank Program. ARPA funds are required to be repaid by 2026. Waiting on response to a request made to extend the repayment date. K. Whitley will report back on this topic at the next Board meeting.

7.3 Municipal Contribution Timeline

Board members briefly reviewed budget amounts and the date for payments to the Land Bank Program.

7.4 Update on Program Branding/Website

M. Chappell noted that a second meeting with the Augustana Web Guild is tentatively scheduled for Friday, December 9th, to cover website development and costs. M. Brainard noted the importance of utilizing digital forms to reduce the amount of printing or paper generated. M. Chappell also mentioned that new business cards will be delivered by end of the week.

7.4 State Advocacy Efforts

B. Denzin reported that draft legislation is being circulated to the municipal partners group pushing for reform on the property tax foreclosure system. That legislation would address:

- 1) The grounds for people getting a Sale in Error
- 2) What happens when a Sale in Error is issued or if a Tax Certificate is not brought to deed?

Once the stakeholder group is comfortable with the draft, the document will be circulated to other Land Banks.

Another bill is underdevelopment to lock in the definition of a Land Bank to help build up statutory powers to generate funding. This bill is on the back burner as more work is being done to educate local legislators on what Land Banks are trying to do and how this important work needs state support. Most legislators know what the issues are – just not how land banks can address the issues.

8. NEW BUSINESS

No New Business to consider.

9. EXECUTIVE SESSION (IF NECESSARY)

N/A

11. ADJOURN

Motion made by A. Whiting, seconded by K. Whitley, to adjourn at 11:18 a.m. Motion Passed 3-0

BOARD MEMBER	Aye	Nay	Abstain
Brainard, Miles	X		
Whitley, KJ	X		
Whiting, Annaka	X		