

Special Meeting Minutes



Quad Cities Land Bank Authority Board Special Meeting

February 18, 2025, 10:30 pm

Moline City Hall

CED Conference Room

619 16 Street

Moline, Illinois 61265

1. CALL TO ORDER

Chair Brainard called the meeting to order at 10:30 am.

2. ROLL CALL/ATTENDANCE

Board Members: Miles Brainard, Mark Rothert, Chris Mathias

Expert Directors: Brad Hauman, Jerad Irvine, Ashley Pankey

Program Staff: Mary Chappell

Others: Tim Wymes, Community Development Director, East Moline
KJ Whitley, Community Development Manager, Moline
Amy Malmstrom, City Clerk, Silvis
Jessica Anderson, Program Assistant, City of Moline

BOARD MEMBER	P	A
Brainard, Miles	X	
Chris Mathias	X	
Rothert, Mark	X	
Leibovitz, Jerry		X
EXPERT DIRECTORS		
Hauman, Brad	X	
Irvine, Jerad	X	
Pankey, Ashley	X	
Lupinski, Tom		X
PROGRAM STAFF		
Chappell, Mary	X	

3. PUBLIC COMMENT

K. Whitley introduced Jessica Anderson, the new Program Assistant in Moline's Community Development Department. She noted that she was glad to be in attendance.

4. APPROVAL OF MEETING MINUTES

A motion was made by M. Rothert and seconded by C. Mathias to approve the January 21, 2025, meeting minutes as presented. The motion passed.

5. FINANCIAL REPORT

5.1 Budget Tracking Review

M. Rothert referenced the Budget Tracking Report dated February 11, 2025, and bank statement dated January 31, 2024. He noted the receipt of Rock Island's program contribution of \$36,571.00 and the contribution from East Moline's contribution was delivered today. From the bank statement he mentioned the amount of revenue earned from interest for the month was \$126.52. Abatement Services totaling \$937.50 were also processed. The ending balance for the period is \$101,353.30. Bank statements were attached to support the Budget Tracking Sheets. He noted that personnel reimbursement invoices for two quarters will be included in next month's report.

5.2 Checks and Approval

M. Chappell referenced two invoices for payment. The first invoice was from Kymbyl Komplete Kare for \$130.00. It was the cost to assist with opening the five East Moline sites during the Mandatory Demolition Site tour. The second invoice was from EnviroNET for \$3,600.00 to complete the Asbestos Testing of the five demolition sites in East Moline. A motion was made by M. Rothert and seconded by C. Mathias to approve the payments. The motion passed.

6. LAND BANK PROGRAM MANAGER REPORT

6.1 Review of Monthly Report

From the report, M. Chappell noted the IHDA grant activity related to the demolition of the five East Moline sites. Asbestos testing was completed in time to include the report with the RFP documents posted on January 28, 2025. The mandatory site tour held on February 7 was attended by six demolition contractors. Bid proposals are due today, February 18, at 1 pm. Also noted were the preparations underway for the upcoming Opportunity Workshop on March 19. The program website is being updated to add an application to purchase a property, add the Moline properties, and make changes to the title pages. Also noted was meeting with new Quad Cities Times Reporter Daniel Bethers.

7. OLD BUSINESS

7.1 IHDA Grant Update

Item discussed during the Program Manager's Report.

7.2 Review of Property List

Item discussed during the Program Manager's Report.

7.3 Opportunity Workshop Update

A copy of the working agenda for the upcoming Opportunity Workshop was passed out to members. M. Chappell reviewed the content providing an update on speakers and other species. Members provided feedback and suggestions. Board members were asked about their involvement in the program. There was consensus on having developers present, large and small, to have them share their experiences. The overall goal is to introduce the QCLBA, the need for housing, opportunities available to investors, guidance on the process, and financing insights.

7.4 Municipal Partner Update

No updates were available.

8. NEW BUSINESS

8.1 Contract Renewals

M. Chappell noted the two-year contract with Churchill & Churchill is up for renewal, with the term ending February 27, 2025. The terms of the agreement are for two years with an option to renew the agreement for another two years. Following discussion, a motion was made by M. Rothert to extend the contract. Motion was seconded by C. Mathias and passed.

9. EXECUTIVE SESSION

C. Mathias moved to enter the executive session at 11:25 am under section 5 ILCS 120/2 (c)(1), The appointment, employment, compensation, discipline, performance, or dismissal of specific employees. The motion was seconded by Rothert. The motion carried on a vote of 3 to 0. Mathias moved to exit the executive session. The motion was seconded by Rothert. The motion carried on a vote of 3 to 0. The board exited the executive session at 11:40 AM.

10. ADJOURNMENT

With nothing further to discuss a motion was made by M. Rothert and seconded by C. Mathias to adjourn. Motion passed. The meeting adjourned at 11:41 am.