

# Minutes



## Quad Cities Land Bank Authority Board Meeting

Monday, November 7, 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 10:30 am

### 2. ROLL CALL

Board Members: Miles Brainard, KJ Whitley, Annaka Whiting

Others present: Brent Denzin (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 A. Whiting and seconded by K. Whitley to approve of the minutes of the October 24, 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. Moving forward, a full overview will be provided once a month with check requests presented as needed for approval. M. Brainard and K. Whitley confirmed they both have activated their bank tokens.

### 6. LAND BANK PROGRAM MANAGER REPORT

#### 6.1 Review of Policies and Procedures Draft

M. Chappell referenced the updated draft of the Policies and Procedure's document included with the meeting packet. She reviewed the changes that were made based on Board comments and asked for additional feedback. Following discussion, Board members felt that the document was ready to move forward, with the final version to be placed on the next agenda for approval.

### 7. OLD BUSINESS

#### 7.1 Data Use

M. Chappell briefly reported on the mailing clearing house data shared by B. Denzin. The data or list identifies addresses for vacant residential structures based on return mail sent by companies. The plan is to compare this data (addresses) against the tax delinquency data to help identify recently vacated residential properties.

## 7.2 RFP Update

M. Chappell asked members for comments on the provided RFQ document for legal services. With some Board modifications and pending a final review by K. Whitley, the document is ready to move forward.

## 7.3 Update on Program Branding/Website

M. Chappell provided an update on the program's branding/website items.

- Logo: The original logo was tweaked to add color and a new font style. Board member accepted and approved the new logo for the program.
- Graphic: Copies of the revised version of the Region 1 graphic sheet were shared for comment. Goal is to use this graphic as an informational handout or as a visual agenda as the new land bank program is introduced to others. Current numbers or stats will be placed on the back side of page. The graphic would also be placed on the website. Board members offered comments and changes. The graphic with changes was approved for the program.
- Website: M. Chappell reported on a meeting with the City of Moline Technology staff to review the option of utilizing a "location site" on the City's website. Waiting to receive costs. Also spoke with Augustana's Web Guild and received initial costs of \$650 to develop site with a \$330 a year cost to host the site. Additional pages or changes are charged separately. Also researched the Company utilized by the Moline Main Street program that offers full branding services. M. Chappell will schedule meeting for cost comparison.

## 7.4 Land Bank Site Visits

M. Chappell thanked Board members for responding to the Doodle Poll which determined that Thursday, December 8<sup>th</sup> would be the best option for a site visit to the Region 1 Land Bank office in Rockford. The date is under consideration by the Region 1 office. There was discussion regarding use of vehicles and if this meeting would be considered as an official Board meeting. M. Chappell will report back on the vehicle question. B. Denzin confirmed that if you were going to discuss board business then yes, it would be considered a meeting. If it is a "listening session" then it is technically not a meeting. M. Brainard asked for M. Chappell to move forward with site visit plans and travel arrangements and report back to the Board.

## 7.5 State Advocacy Efforts

B. Denzin provided an update on a yearlong effort underway by a group of municipalities who are working with the Center for Community Progress to discuss how Illinois communities can acquire abandoned properties and reposition them by using Land Banks. This effort has generated discussion around policy changes that mainly address the property tax foreclosure system.

The participating municipalities commissioned the Center for Community Progress to draft legislation to address two items. 1) Property Sale in Errors and the impact this has on abandoned properties and 2) How to close the loop between failed attempts to revitalize properties through the tax system and what happens after a tax deed is not issued, which resets the entire tax deed process. This effort was commissioned by the Chicago Community Trust.

B. Denzin also noted that the previously mentioned Land Banking Bill drafted about a year ago could be pulled back up to support the creation of a state wide land bank association. It would put a stamp on what it takes to build a land bank using the Intergovernmental Cooperation Act. This approach would showcase what local Land Banks have done which may support the funding of a specific organization – not Land Banks as a whole. This legislation did not previously move forward due to the lack of political support.

7.5 Municipal Contribution Timeline

A. Whiting mentioned the need to have a signed copy of the Intergovernmental Agreement sent to the bank. K. Whitley will provided. The deadline date for municipal contributions was confirmed as a year from when the agreement was signed, which would be by April 2023.

**8. NEW BUSINESS**

No New Business to consider.

**9. OTHER MISCELLANEOUS BUSINESS (Remove)**

**10. EXECUTIVE SESSION (IF NECESSARY)**

N/A

**11. ADJOURN**

Motion made by A. Whiting, seconded by K. Whitley, to adjourn at 11:07 a.m. Motion Passed 3-0

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