

Minutes



Quad Cities Land Bank Authority Board Meeting
Monday, January 30, 2023, 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 10:34 am

2. ROLL CALL

Board Members: Miles Brainard, KJ Whitley, Annaka Whiting
Others present: Brent Denzin (remote), Scott Goldstein (remote),
and 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 December 19, 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

The review of the January funding status report was moved to the next meeting. M. Chappell apologized for not including the financial report information with the meeting packet. The report will be presented at the next meeting.

5.2 Checks and Approvals

Three items were presented for approval. First item was a reimbursement to the City of Moline for a \$17.11 credit card charge for lunch expense by M. Chappell on December 15, 2022, during onsite visit to Region 1 Planning Office.

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

K. Whitley reviewed a spreadsheet from the City of Moline that offered a breakdown of Salary and Benefits for the Land Bank Program. She noted that the billing for this expense will be presented on a quarterly basis. She presented two invoices from the City of Moline for salary reimbursement. The invoice for the third quarter totaled \$4,859.05 and the invoice for the fourth quarter totaled \$27,138.49, for a combined total of \$31,997.54. A motion was made by A. Whiting and seconded by K. Whitley to approve the three requests as presented. The motion passed.
A. Whiting reported that Check #104 was voided.

5.3 Status of IL Sales Tax Exemption

A. Whiting referenced the copy of the IL Sales Tax Exemption Certificate included with the meeting packet. She asked that all members present this Certificate when purchasing anything in Illinois.

6. LAND BANK PROGRAM MANAGER REPORT

M. Chappell thanked Board members for their responsiveness to all the changes with the special meeting arrangements. She reported on a January 13th conversation with Brooke Upton, the Executive Director of the Neighborhood Housing Solutions organization, a 501(c) 3 organization based in Davenport, Iowa. In the conversation, Ms. Upton shared her organization has started to do home renovation projects in Milan. The move into Illinois was based on Milan being a friendlier and more welcoming place to work.

7. OLD BUSINESS

7.1 Strategic Planning Update

M. Chappell referenced the copy of the email document from IHDA Technical Advisor Scott Goldstein. It was provided in response to the Board's change in meeting schedule and the work plan topic. S. Goldstein took a moment to provide background on IHDA's 2022 Housing Blueprint document. He discussed the action items from the plan that relate to the Land Banks. He also mentioned IHDA has requested that Illinois land banks link their strategic plans in some way to IHDA'S 2022 Blueprint plan.

7.2 Status of IGA Agreement/Budget/Proforma

M. Chappell noted this item was to remain on the agenda as a reminder for the municipal donations. M. Brainard mentioned that the City of Rock Island has determined a funding source and will be passing along the donation soon. K. Whitley noted that the City of Moline will most likely send their funds in February.

7.3 Program Branding/Website/LinkedIn

M. Chappell reported on two meetings with a representative from TAG Communications regarding the creation of a Website. She referenced the provided sheet with a comparison in costs between the City of Moline, the Augustana Web Guild, and Tag Communications. The TAG Communications option is the most extensive for upfront development costs. Following discussion, the Board was in agreement to move forward with the Augustana Web Guild to establish the website for the program.

7.4 State Advocacy Efforts

B. Denzin reported on two items:

- 1) The previously mentioned legislation to help the county trustee programs intercept properties earlier in the deterioration cycle is being introduced this week. Legislation would help to gain control of properties in the sales in error process. Would stop the reset of the three year cycle as the properties would be returned to the county inventory. The Center for Community Progress has been involved in this tax reform process. B. Denzin will provide the text of the Sale in Error legislation.
- 2) On deck - legislation previously developed by Center for Community Progress to create a statutory recognition of land banks so that more funds can be directed in the future. Came up in the legislative cycle but did not get anywhere. Question now is should it come up again in this session, or wait until ground work is completed to round the rough edges out and build support.

7.5 Travel Policy

M. Chappell reported she is researching travel policies and will bring a document to the next meeting that based on existing municipal policies. There was discussion regarding the need to increase the food allowance amount.

8. NEW BUSINESS

N/A

9. EXECUTIVE SESSION (IF NECESSARY)

A motion was made by K. Whitley to enter into Executive Session based on Section 5 ILCS 120/2 c 1
The motion was seconded by A. Whiting.

Motion passed 3-0 with a Roll Call vote. Ayes: M. Brainard, K. Whitley, A. Whiting. Nays: None

M. Brainard reconvened the regular meeting at 11:22 a.m.

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

10. ADJOURN

Motion made by A. Whiting and seconded by K. Whitley to adjourn at 11:27 a.m. Motion Passed 3-0

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