

Minutes



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

1. CALL TO ORDER

Chair Brainard called the meeting to order at 10:45 a.m.

2. ROLL CALL/ATTENDANCE

Board Members: Miles Brainard, KJ Whitley, Mark Rothert

Expert Directors: Jared Irvine, Ashley Pankey

Program Staff: Mary Chappell

Others: Jennifer Bizarri, (Moline) Assistant Director of CED; Dawn Temple, (Moline) Management Analyst/Grant Coordinator, Barry Dykhuizen (Moline) Assistant City Administrator; Brent Denzin (remote) IHDA Technical Advisor; Scott Goldstein (remote), IHDA Technical Advisor

BOARD MEMBER	P	A
Brainard, Miles	X	
Whitley, KJ	X	
Rothert, Mark	X	
EXPERT DIRECTORS		
Hauman, Brad		X
Irvine, Jared	X	
Pankey, Ashley	X	
PROGRAM STAFF		
Chappell, Mary	X	

3. PUBLIC COMMENT

None

4. APPROVAL OF MEETING MINUTES

September 18, 2023, meeting minutes – A motion was made by K. Whitley to approve the September 18, 2023 meeting minutes. Seconded by M. Rothert. Motion passed as unanimously.

5. FINANCIAL REPORT

Funding Status – K. Whitley advised the current (funding) balance was \$195,191.

Checks and Approvals – A motion was made by M. Rothert to pay Augustana Web Guild for website design/maintenance services in the amount of \$585.00. Seconded by K. Whitley. Motion passed unanimously on a roll call vote.

A motion was made by K. Whitley to pay Churchill & Churchill for legal services in the amount of \$62.00 (actual \$62.50). Seconded by M. Rothert. Motion passed unanimously on a roll call vote.

RFP Response for Audit Services – M. Chappell advised no responses were received for the October 12, 2023 RFP. ODoni Partners, LLC submitted a letter advising their current governmental staff precluded them from submitting a response to the RFP. M. Chappell advised another RFP would be placed out prior to the November QCLBA Board meeting.

6. LAND BANK PROGRAM MANAGERS REPORT

M. Chappell reviewed the land bank program manager's monthly activity report with the Board. The written report was also included in the October 16, 2023 Board agenda packet.

7. OLD BUSINESS

Selection of RI County Tax Auction Purchases - M. Chappell provided a list (A) of eleven Rock Island auction properties and six (Moline - Autumn Trails) vacant lots. After general discussion, a motion was made by M. Brainard to submit a sealed bid (not to exceed) \$5,000 (each), to acquire the following Rock Island properties: 2013 29 Street, 821 5 Avenue, 3321 7 1/2 Avenue, and 1412/1414 15 Avenue. Seconded by M. Rothert. Motion passed unanimously on a roll call vote.

K. Whitley asked about the auction status of the (B) list, 6 vacant lots at the former Autumn Trails Development. M. Chappell advised providing the lot cost to the private HOA representative, they have elected not to move forward with their purchase request.

Review of 2023 Marketing Planning Calendar Q3 - M. Chappell advised the written report was included in the October 16, 2023 Board agenda packet.

Marketing Event Update - M. Chappell advised the marketing event is scheduled for November 1, 2023.

8. NEW BUSINESS

Update from Technical Advisors – S. Goldstein advised IHDA would like an updated, more specific Strategic Plan now that the land bank program manager will act as the third party administrator for the City of Rock Island's Strong Communities Properties 2 (SCP2) grant (Rock Island & East Moline locations only). K. Whitley suggested a two year Strategic Plan that follows the time frame of Rock Island's SCP2 grant. S. Goldstein will work with the land bank program manager and update the current strategic plan prior to the November meeting.

9. EXECUTIVE SESSION (IF NECESSARY)

A motion was made by K. Whitley to enter into executive session for the purpose to discuss business in accordance with 5 ILCS 120/2(C) (1). Seconded by M. Brainard. Motion passed unanimously on a roll call vote.

10. ADJOURN

A motion was made by K. Whitley and seconded by M. Rothert to adjourn at 112:07 p.m. Motion Passed 3-0

Respectfully submitted,

KJ Whitley
Vice-Chair