

Minutes



Quad Cities Land Bank Authority Board Meeting
Monday, November 20, 2023, 10:30 am
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 10:35 a.m.

2. ROLL CALL/ATTENDANCE

Board Members: Miles Brainard, KJ Whitley, Mark Rothert

Expert Directors: Jerad Irvine

Program Staff: Mary Chappell

Others: NA

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

3. PUBLIC COMMENT

None

4. APPROVAL OF MEETING MINUTES

October 9, 2023, Special Meeting – A motion was made by M. Rothert to approve the October 9, 2023 “special” minutes. Seconded by K. Whitley. Motion passed as unanimously.

October 15, 2023 Meeting Minutes - A motion was made by M. Rothert to approve the October 15, 2023 minutes. Seconded by K. Whitley. Motion passed as unanimously.

5. FINANCIAL REPORT

Funding Status - K Whitley reviewed the current financial information. As of October 31, 2023, the QCLBA has a balance of \$164,901.11. Moline and East Moline have not paid their second year contributions. Payment is due on or before April 1, 2024. M. Rothert requested the QCLBA invoice East Moline for their amount.

Checks and Approvals - A motion was made by K. Whitley to approve five claims:

1. Riverfront Grille	\$ 690.11	QCLBA launch event
2. The Printers Mark	\$ 240.00	Program manager’s updated business cards
3. QC Press	\$ 352.63	Retractable QCLBA banner
4. City of Moline	\$ 5,151.03	2023 tax sale (p-card) reimbursement
5. City of Moline	\$ 24,234.34	Third quarter program managers salary reimbursement

Seconded by M. Rothert. Motion passed on a roll call vote unanimously.

Update on Audit Services – M. Chappell advised the second audit services RFP’s are due on Wednesday, November 22, 2023. Additionally, she reminded the Board that this item, although required, was inadvertently not included in the current budget.

6. LAND BANK PROGRAM MANAGER REPORT – M. Chappell reviewed her monthly report with the Board.

7. OLD BUSINESS

Update on RI County Trustee Purchase and Process – The QCLBA bid \$5,001.00 for four properties. All but one property, located at 3321 7 ½ Avenue, Rock Island, was either removed from the sale or the QCLBA was outbid. K. Whitley asked how long before the QCLBA we actual had the property. M. Brainard guesstimated 90 days by time

Rock Island Fire House donation (708 17 Street) – M. Chappell spoke with the current owner who has a MUNICES fine. The fire affected one unit but is vacant. The house has a huge amount f debris and needs to be cleaned out. J, Irvine advised the CRI should have a state required \$15,000 “fire check” on file. This check will held until compliance is obtained and could possibly be used towards the demolition. M. Chappell reached out to the owner but has not heard back as of yet.

IHDA Grant Update/Securing Properties – The QCLBA has confirmed the five East Moline demolition sites. Two sites are city owned while the other three sites may go through the abandonment clause. M, Chappell will work with the QCLBA to work through this process. Title searches will also be order for the properties to help determine the best process for moving forward. M. Chappell will meet with Rock Island, November 20, 2023, to review another round of properties to get to nine (for the IHDA SCP2 grant).

Marketing Event Follow Up - The Board felt the land bank was a success and would like to see it as an annual event. Thirty-seven people attended. Rock Island County and Silvis have expressed interest in joining the QCKLBA.

8. NEW BUSINESS

Donation of East Moline Properties – M. Rothert will check with his attorney regarding the donation of these properties to the land bank. An intergovernmental agreement may be required.

Adding New QCLBA Members – M. Chappell request clarification on how new partners would join the QCLBA. After general discussion, it was determined that the current Agreement would not have to be amended to add a new member, however the financial contributions would have to be determined in Exhibit D. Additionally, every member would be required to contribute \$1 per decennial census population. Membership is based on population. The QCLBA is the first land bank based on membership contributions. The current Agreement would not have to go back to each (partner) Board/Council for approval. M. Chappell would reach out to Rock Island County and Silvis to facilitate their participation.

9. EXECUTIVE SESSION (IF NECESSARY)

NA

10. ADJOURN

A motion was made by K. Whitley and seconded by M. Rothert to adjourn at 1147 a.m. Motion passed 3-0

Respectfully submitted,

KJ Whitley
Vice-Chair