

Minutes



Quad Cities Land Bank Authority
Special Board Meeting
February 21, 2024, 2:00 pm
Moline City Hall
Committee-of-the-Whole Meeting Room
619 16 Street
Moline, Illinois 61265

1. CALL TO ORDER

Chair Brainard called the meeting to order at 2:04 pm.

2. ROLL CALL/ATTENDANCE

Board Members: Miles Brainard, Chris Mathias, Mark Rothert
Expert Directors: Brad Hauman
Program Staff: Mary Chappell
Others: KJ Whitley; Scott Goldstein, Teska Associates; Brent O. Denzin, Denzin Soltanzadeh LLC

BOARD MEMBER	P	A
Brainard, Miles	X	
Chris Mathias	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

4.1 Meeting Minutes – A motion was made and seconded to approve the December 18, 2023, meeting minutes. The motion passed unanimously.

5. FINANCIAL REPORT

5.1. Funding/Financial Status - Rothert reviewed the end of year FY23 financial information with December 2023 financial activity. FY23 ended the year with \$133,961.36. January 2024 financial activity was provided next, with interest earned (revenue) and no expenditures for the month. Rothert noted that for February, both East Moline and Moline paid their annual membership dues of \$21,065 and 42,364, respectively, taking the total bank balance to \$197,408.53.

5.2 Checks and Approval. Discussion of bills and invoices with a collective motion to pay the following by Mathias, seconded by Rothert:

Churchill and Churchill	\$ 1,187.50
Printers Mark	\$ 46.35
Moline Reimbursement for staffing	\$29,333.62

The motion passed unanimously.

5.3 Approval of Property Insurance Coverage. Discussion on the cost of insurance for acquired properties. Motion was made and seconded to approve insurance coverage of 3321 7th 1/2 Ave. for annual cost of \$1,246. The motion passed unanimously.

Discussion then transitioned to allow the Land Bank manager to obtain insurance coverage for any newly acquired property in the future. A motion was then made and seconded to allow the Land Bank manager to secure such insurance to cover acquired properties in an amount not to exceed \$2,000 per occurrence. The motion passed unanimously.

5.4 Decision on Audit Services.

Director was advised at the December meeting to move forward with the least expensive audit firm from Vantage Point Solutions. Director had subsequently contacted each company letting them know results. Bonsack & Frommelt, LLP asked why they were not selected and asked to be reconsidered with a resubmitted offer. They revised their proposal down to combine the 2022 and 2023 audit for \$20,000 and negotiate the cost for 2024. Discussion about firms was had between the board and a motion was made to go with Bonsack was made and seconded. Motion was approved unanimously.

6. LAND BANK PROGRAM MANAGER REPORT –

6.1 Director reviewed her monthly report with the Board ([see attached](#)). Also discussed how QCLBA program attorney can assist a land bank member with a land bank related project, such as to move forward with a certified judgment process on the demolition properties, as it is considered a membership benefit.

6.2 Director stated that she no longer has need for the program vehicle. However, it may be needed at varying times if the County becomes a member and travel throughout the county is needed to look at properties.

7. OLD BUSINESS

7.1 IHDA Grant Update/Securing Properties – see staff report.

7.2 Adding New QCLBA Members – brief discussion was had by the board concerning the progress made with other new membership of other units of local government. A motion was made and seconded to approve the entry of the City of Silvis into the QCLBA. The motion was unanimously approved. More discussions will be had with Rock Island County Administrator.

7.3 Review of QCLBA Policies and Procedures. Director provided a copy of the QCLBA Policies and Procedures for board members to review.

7.4 Update on Program work Plan. Scott Goldstein, technical advisor from Teska and Associates, went over the existing workplan ([see attached](#)), as revised and updated. Motion was made to approve the revisions and changes, as presented, which was seconded. The motion passed unanimously. Rothert made comment that some of his councilmembers in East Moline would like to see affordable housing as a component or goal for the QCLBA.

8. NEW BUSINESS

8.1. Change in Partner Representation. New representative from Moline, Chris Mathias. Discussion centered around officer positions and that as QCLBA adds new members, the board should discuss the right fit for positions (chair, vice chair, treasurer) from time to time.

8.2. Change in Secretary/Treasurer Position. Rothert serving as Secretary/Treasurer.

9. EXECUTIVE SESSION (IF NECESSARY)

Board moved to closed session to discuss personnel. No action was anticipated after. Returned to open session.

10. ADJOURN

A motion was made and seconded to adjourn at 3:32 pm. Motion passed unanimously.