

Minutes



Quad Cities Land Bank Authority Board Meeting
September 16, 2024, 10:30 pm
Moline City Hall
COW Conference Room
619 16 Street
Moline, Illinois 61265

1. CALL TO ORDER

Chair Brainard called the meeting to order at 10:35 am.

2. ROLL CALL/ATTENDANCE

Board Members: Miles Brainard, Mark Rothert, Chris Mathias

Expert Directors: Brad Hauman, Jerad Irvine, Ashley Pankey

Program Staff: Mary Chappell

Others: Tim Wymes, Community Development Director, East Moline
KJ Whitley, Community Development Manager, Moline

BOARD MEMBER	P	A
Brainard, Miles	X	
Chris Mathias	X	
Rothert, Mark	X	
Leibovitz, Jerry	X	
EXPERT DIRECTORS		
Hauman, Brad	X	
Irvine, Jerad	X	
Pankey, Ashley		X
Lupinski, Tom		X
PROGRAM STAFF		
Chappell, Mary	X	

3. PUBLIC COMMENT

None

4. APPROVAL OF MEETING MINUTES

A motion was made by M. Rothert and seconded by C. Mathias to approve the August 19, 2024, meeting minutes. The motion passed.

5. FINANCIAL REPORT

5.1 Budget Tracking Review

M. Rothert referenced the Budget Tracking Report and bank statement for the period ending August 2024. From the bank statement he noted the amount of revenue earned from interest for the month at \$275.74. Payments made included the \$20,000 payment for auditing services and \$420.00 for property abatement services. The ending balance for the period is \$104,626.00. Bank statements were attached to substantiate the Budget Tracking Sheets.

M. Rothert distributed and discussed a FY2025 Budget Projection worksheet created for today's meeting. The worksheet provides an outlook as to the actions required to meet the budget for the remainder of 2024. Under Revenues, items circled in red included proceeds from the IHDA grant and the (projected) income for the sale of the Rock Island house. Under Expenses, items circled in red underscored the need to manage expenses for abatement services, legal services, and insurance costs.

M. Rothert also prepared a FY2025 Preliminary Budget worksheet to review. There was discussion on how program support among the municipal members would be received in 2025. The worksheet reflected the need to maintain support among the municipal members, seek additional members and grants, and gain properties to sell to support program costs.

5.2 Checks and Approval

Boards members reviewed five invoices for payment. Included were the \$31,852.51 quarterly payment to City of Moline for personnel management, \$286.44 to City of Moline to reimburse credit card used to

pay for Website Renewal with Microsoft, \$650.00 to Kymbyl Komplete Kare to maintain East Moline properties, \$330.00 to Augustana Web Authors Guild for annual fee to host website, and \$5,080.70 for Legal Services covering February – July 2024. A motion was made by C. Mathias and seconded by J. Leibovitz to approve the expenses. Motion passed.

6. LAND BANK PROGRAM MANAGER REPORT

6.1 Monthly Report

The Program Manager referenced her written report. Among the topics highlighted included meeting with program attorney and City of Silvis staff regarding a local investor, status of the 3321 site in Rock Island, participation in the City of Moline's Housing Task Force Meeting, and volunteer interest in the program.

7. OLD BUSINESS

7.1 IHDA Grant Update

Based on questions, M. Chappell provided a quick refresher on the IHDA Strong Communities Program Grant and the 15 properties that will be impacted in East Moline and Rock Island. She mentioned that the two remaining East Moline properties are scheduled to be conveyed in early October.

7.2 Discussion of 3321 7 ½ Ave.

A brief update was provided. There was discussion regarding how to approach the water detection issue with this property. Expert Directors provided helpful insights and suggestions. Following considerable discussion, the next step will be to follow up with Rock Island Public Works to review viable options to determine the source of the water.

7.3 Member Property Report

No updates were provided.

7.4 Marketing Meeting Update

With 10 properties being acquired in Rock Island, M. Chappell suggested that invitations to the next marketing meeting be sent to investors and contractors. In addition to providing QCLBA information, the program would include a presentation from program attorney describing the Abandonment Statue and lien foreclosure process. Members were asked to provide a list of attendees to contact. Items were included with the Manager's report.

8. NEW BUSINESS

8.1 Donation of Moline Properties to QCLBA

C. Mathias and B. Human described two vacant properties under consideration to donate to the QCLBA for disposition. If approved by the Moline City Council, the plan is to contact adjoining property owners to determine interest. The starting price would include expenses related to the lot (mowing, etc.) and closing costs.

A motion was made by J. Leibovitz that the Land Bank would tentatively agree to accept properties with the understanding the City of Moline would convey at no cost. The program manager will manage the disposition of the lots. Motion was seconded by M. Rothert and passed.

9. EXECUTIVE SESSION - N/A

10. ADJOURNMENT

A motion was made by M. Rothert and seconded by C. Mathis to adjourn. Motion passed. The meeting adjourned at 11:37 am.