Minutes

Quad Cities Land Bank Authority

Quad Cities Land Bank Authority Board Meeting
August 18, 2025, 10:30 pm
Moline City Hall
CED Conference Room
619 16 Street
Moline, Illinois 61265

BOARD MEMBER	P	A
Brainard, Miles	X	
Chris Mathias	X	
Rothert, Mark	X	
Tim Wymes	X	
EXPERT DIRECTORS		
Hauman, Brad		
Pankey, Ashley		
PROGRAM STAFF		
Chappell, Mary	X	

1. CALL TO ORDER

Chair Brainard called the meeting to order at 10:30 am.

2. ROLL CALL/ATTENDANCE

Board Members: Miles Brainard, Mark Rothert, Chris Mathias
Expert Directors:
Program Staff: Mary Chappell
Others: Tim Wymes, Community Development Director, East Moline

3. PUBLIC COMMENT

N/A

4. APPROVAL OF MEETING MINUTES

A motion was M. Rothert and seconded by C. Mathias to approve the July 21, 2025, meeting minutes as presented. The motion passed.

A motion was made by C. Mathias and seconded by M. Rothert to approve July 28, 2025, minutes as presented. The motion passed.

5. FINANCIAL REPORT

5.1 Budget Tracking Review

M. Rothert referenced the Budget Tracking Report dated August 15, 2025, and bank statement dated July 31, 2025. From the bank statement he reported revenue earned from interest for the month was $130.86. Three checks were processed: two for Personnel Reimbursement covering Quarter 1 and Quarter 2 that totaled $38,487.15, and a check to Kymbyl Komplete Kare for $325.00 for property abatement services. The ending balance on the statement totaled $38,294.00.

M. Rothert referenced he Budget tracking report and noted that with the July payouts, the amount of money available following current check requests is $6,689.00. There was discussion regarding the $10,000 in the budget for audited services. He referenced the two invoices presented today that total $12,100.00.

There was discussion regarding the cost of the Audit expense and if it was needed. If so, could it be negotiated at a lower cost. M. Brainard noted that the Audit is needed as it allows the program to apply for future grants.

M. Chappell referenced the $6,488.89 reimbursement coming from the IHDA grant via the City of Rock Island. These funds were for the legal/acquisition costs and property maintenance costs associated with securing the 5 properties in East Moline that were demolished. The request for reimbursement will be sent to Rock Island this week.

5.2 Checks and Approval

Following considerable discussion, a motion was made by C. Mathias and seconded by M. Rothert to approve the Invoice from Churchill & Churchill for $11,774.61, and the invoices from Kymbyl Komplete Care for property maintenance at $715.00. The motion passed.

6. LAND BANK PROGRAM MANAGER REPORT

6.1 Review of Monthly Report

M. Chappell provided an update on 2.67 Acre parcel near John Deere middle school. Reported that 3 of the 7 Moline sites have been sold. Income gained (after fees) $3,566.00. The original list of the 10 Rock Island properties identified for the IHDA grant has been reduced to 7 properties. Looking for additional sites to comply with IHDA grant. Working with East Moline property owner on ROE for next IHDA demolition round. Discussed grant opportunities, including QC Foundation for capacity and considering the QC River Connections Grant Program. Met with QCHC Committee to review status of Iowa Land Bank Trust initiative. Met with Greg Thorpe, Rock Island County Zoning and Building Safety Director. Brief meeting with Judge Thomas Skorpa, discussed QCLBA program. Met with Steve Moller, former Milan, Rock Island, Aledo Building official. Attend Monthly Abandoned/Vacant Property meetings. Held monthly calls with N. Mata, Community Development Manager, City of Rock Island, to discuss IHDA SCP2 grant. QCLBA currently owns 6 properties, managing/marketing 7 Moline lots, and will soon add the 10 Rock Island sites for a total of 23 properties.

7. OLD BUSINESS

7.1 IHDA Grant Update

Comments included in Manager’s report.

8. NEW BUSINESS

8.1 Property Donation Request

The owner of the residential property at 533 22nd St. is interested in donating his property and car. Limited Title Search will be completed to confirm no issues. There is an outstanding water bill for $5,025.81 that owner requests to be forgiven. A motion was made by C. Mathias and seconded by M. Rothert to accept the donation from MR. Barnd in Rock Island. Motion passed. Site will be included as one of the ten required for the IHDA grant.

8.2. Disposition of East Moline Property

M. Chappell relayed there is interest in one of the five demolition sites in East Moline: 120 15th Ave. There was discussion on how much to charge and how to determine price. Consensus was to gain assessed value for land from adjacent properties and determine price.

8.3 Expert Director Renewal

Based on program By-Laws, the terms for the Expert Directors to the Board is two years. M. Chappell was directed to send an email to current experts to gain interest in renewal. Other member representations were discussed.

8.4 Update on Program Status

Members discussed concerns regarding the transition to the new model given the current funding status of the program. Discussion centered on accelerating plans to start the new model as soon as possible. The Intergovernmental Agreement would need to be updated to reflect funding and other changes. All give $10,000 for 4 properties (prorated at $2,500 per month), $5,000 for smaller communities.

Following considerable discussion, the members decided to hold special meeting on August 25, 2025. At which time modifications to the Intergovernmental Agreement will be reviewed.

9. EXECUTIVE SESSION

N/A

10. ADJOURNMENT

With nothing further to discuss a motion was made by M. Rothert and seconded by C. Mathias to adjourn. Motion passed. The meeting adjourned at 11:31 am.

Submitted by Mary Chappell, Program Manager