

## Rock Island CIRLF Committee Agenda

HR Conference Room  
Rock Island City Hall  
1528 3rd Avenue  
March 14, 2023  
8:30AM



1. Call to Order and Roll Call
  - Mayor Mike Thoms
  - Joan Dean
  - Lawrence Davis
  - Alderman Bill Healy
  - Thomas Thoms
  - Brandy VandeWalle
  
2. Public Comment
  
3. Opening Items
  - A. Approval of December 13, 2022 Meeting Minutes
    - Recommended Motion: Move to approve minutes of December 13, 2022 meeting.*
  - B. Review of Active Loan Report
  
4. Old Business
  - A. Follow-up on Open Loan Files
  - B. Application Status Update
  - C. Collection Agency Contract Status
  - D. Marketing Plan Update
  - E. Website Refresh Update
  - F. 2023 Meeting Dates
  
5. New Business
  - A. Review of Underwriting RFQ Responses
  
6. Other Business
  - Next Meeting: May 9, 2023 or as needed to review an application
  
7. Adjournment
  - Recommended Motion: Move to adjourn.*

## **Minutes of the December 13, 2023 Meeting of the Rock Island CIRLF Committee**

**Call to Order:** Meeting was called to order at 8:34am by Economic Development Manager Tarah Sipes.

**Roll Call:** Lawrence Davis – Present  
Joan Dean – Excused  
Alderman Bill Healy – Excused  
Mayor Mike Thoms – Present  
Tom Thoms – Present  
Brandy VandeWalle – Present

Also present: Economic Development Manager Tarah Sipes, and Community Development Manager Nichole Mata

**Public Comment:** No public comment.

### **Opening Items:**

The minutes of the October 11, 2022 meeting were presented to the committee members. Mayor Thoms made a motion to approve the minutes as presented. Lawrence Davis gave the second. The minutes were unanimously approved as presented.

A list of active loans was reviewed. Sipes explained the format of the report that was changed per committee requests. Sipes also gave an update on the write off process and on loans that still being investigated to determine direction.

### **Old Business:**

Sipes reported there were no current applications, but staff continues to mention the program to business owners with projects that are good fits.

The collection agency services have been discussed and staff has access to the system used by the company. No status updates were available at this time.

Staff shared that the write off of bad debt had been completed and that the bank was in the process of closing the accounts.

### **New Business:**

Sipes presented a proposed calendar of meetings for 2023. Consensus of the group was that the proposed schedule was acceptable.

The Committee discussed the third-party underwriter opportunity. Only one response to the request was received. After review of the request that was issued the committee recommended a few additions and changes. Staff will revise the RFP and re-issue prior to the next meeting.

**Next Meeting:** May 9, 2023

**Motion to Adjourn:** Mr. Davis made a motion to adjourn the meeting, Mr. Thoms gave the second. The vote was unanimous in favor of adjournment. The meeting was adjourned at 9:01am.