

Minutes of the
REVOLVING LOAN FUND
LOAN ADMINISTRATION BOARD

Wednesday, October 28, 2015, 8:00 a.m.
Bi-State Regional Commission
Bi-State Regional Commission Conference Room
1504 Third Avenue
Rock Island, Illinois

MEMBERS PRESENT: Jay Morrow – President, Denise Bulat, Randy Hollerud, Mark Petersen, Jim Tank

MEMBERS ABSENT: Carl Becker, Eileen Roethler, Lee Schneider

STAFF PRESENT: Donna Moritz, Bi-State Regional Commission; Jim Nelson, City of Silvis; Annaka Whiting, City of Moline

OTHERS PRESENT: Jason Schulte, Pizza Props , LLC

President Morrow called the meeting to order at 8:00 a.m.

1. Approval of Minutes of the February 25, 2015 Meeting. President Morrow asked if there were any additions or corrections to the February 25, 2015 Revolving Loan Fund Loan Administration Board minutes. There was a change noted to Item #4 the motion was seconded by Mr. Becker not Mr. Batten. Mr. Hollerud moved approval of the minutes as amended. Mr. Petersen seconded the motion, and it passed unanimously.
2. Financial Report
 - a. Financial Summary. The Financial Summary, as of September 30, 2015 was reviewed. The principal balance outstanding for the program is \$516,404.40. There were \$935,561.85 available funds to loan from repayments. September repayments generated approximately \$2,000 in program income.
 - b. Delinquency Report. Ms. Moritz shared that the delinquent accounts as of October 10, 2015 were Process Automation Concepts, LEDs America, Inc., and Barley & Rye, Inc.

Ms. Moritz stated she left a message with Process Automation Concepts regarding their delinquency. She will continue to pursue information on this loan.

Ms. Moritz shared an update from Joel Westermarck, LEDs America, Inc. The board concurred to continue to monitor this loan.

Ms. Moritz shared an update from Randy Linn, Barley & Rye, Inc. The board concurred to continue to monitor this loan.
3. Status of Loan Reviews
 - a. Upcoming Loan Reviews. There were no upcoming loan reviews.

4. Review of Pizza Props, LLC Loan Application. Mr. Jim Nelson introduced Jason Schulte, Pizza Props, LLC. Mr. Nelson reviewed the project summary letter stating the RLF funds will be used for purchase of Sluggers Pizza. The City of Silvis will be considering becoming a participating member and providing the necessary match to this project in the amount of \$11,250 at their November 17, 2015 meeting. The company plans on retaining 17 jobs and creating 4 jobs within the first two years of the project.

STAFF RECOMMENDATION:

RLF Amount	\$30,000
Term/Amortization	5 Years
Loan Review	2 Year
Interest Rate	2.44%
Collateral	Second Position – Real Estate, Accounts Receivable, equipment, and inventory
Other Conditions	Personal guarantee – Jason & Stephanie Schulte

After discussion, Mr. Hollerud moved, seconded by Mr. Petersen to approve the loan to Pizza Props, LLC for \$30,000 with a term of 5 years, at 2.44% with a 2 year review and personal guarantees as stated above contingent upon obtaining full financing and the City of Silvis providing the necessary match. The motion passed unanimously.

5. Old Business. Staff is continuing to work with the City of Bettendorf to fill the vacancy created with Ms. Tyler-Jamison’s retirement. Mr. Hollerud received a request for a payoff estimate from TESBO Conception Group and stated the property is being maintained.
6. New Business. There was no new business.
7. Upcoming Loan Applications. Staff representatives from the Cities of Bettendorf, Coal Valley, Davenport, East Moline, Eldridge, and Milan were unable to attend this meeting. Ms. Whiting stated the City of Moline was working with a potential applicant. Ms. Moritz, representing Rock Island County and Scott County, did not have any applications to report on at this time. Mr. Hollerud stated the City of Rock Island didn’t have any applications to report on at this time.
8. Other Business. There was no other business.
9. Adjournment. The meeting adjourned at 8:55 a.m.