

**MINUTES OF A REGULAR MEETING
OF THE BOARD OF COMMISSIONERS
OF THE MOLINE HOUSING AUTHORITY**

March 28, 2011

The regular meeting of the Board of Commissioners of the Moline Housing Authority was held at 5:30 PM in the Spring Brook Administration Building Board Room located at 4141 11th Avenue A, Moline, IL 61265.

Board members present were Chairperson Dan Adams, Sonia Berg, Amy Valdes and Mike Crotty. Staff members present were Executive Director John Afoun, Operations Manager/Controller Doug Schott, AMP Manager Mike Sullivan, and Recording Secretary Maria Nino. Board Counsel, Mike Halpin, was in attendance. Also in attendance were Moline City Mayor Don Welvaert, and Officer Becky Sargeant.

1. **Call to Order:** Chairperson Dan Adams called the meeting to order at 5:30 p.m.
2. **Approval of the Minutes of the Regular Meeting of February 2011:** Minutes of the regular meeting of February 2011 were reviewed. Motion was made, and seconded, to approve the minutes of the regular meeting of February 2011. All voting members present voting "aye", none against; the Chairperson declared the motion carried unanimously.
3. **Approval of Bills Expended/Financial Report:** Bills expended were reviewed by the Commissioners. Motion was made, and seconded, to approve the summary of bills expended for the month of February 2011. All voting members present voting "aye", none against; the Chairperson declared the motion carried unanimously.
4. **COP Report:** Verbal report provided by Officer Becky Sargeant.

Officer Sargeant distributed the report showing police calls for the MHA properties and reviewed the recent activity and what type of calls they have been receiving. She said there had been a pretty substantial child abuse case solved and that they had got a good amount of marijuana out of the apartments. There had also been a lot of domestics, but most of them involved children. Officer Sargeant noted that services have been lined up for the children involved and hopes they will take advantage of the help being provided to them.

5. **Executive Director's Report:** Verbal report provided by Mr. John Afoun.

Mr. John Afoun spoke about the launch of the computer labs and that at the last count they had 160 people signed up for the services from Spring Valley and 69 for Hillside Heights. He went on to say this program is an opportunity for residents to learn the computer and at the completion of a course that is required the enrolled residents will receive a laptop for their use as long as they are residents. Commissioner Berg questioned if we could have used a local company to provide these services, but Mr. Afoun responded that the company, Connected Living, was a part of the program that we had to use. Mr. Afoun said the residents are very excited and we are happy for them as well. The program has two elements; one for our residents and one for outreach. Mr. Afoun added that our residents have a priority so it is benefitting the community as a whole.

- a. **Section 8 Report:** The Board reviewed the Section 8 Report as presented. Mr. John Afoun stated that the difficulty with the program is that the people with vouchers are not

able to find housing. The fear is that if the money is not used, then the federal government will come in and take the money back.

- a. **Public Housing Report:** The Board reviewed the Public Housing Report as presented. There was a report for each Amp as well as one showing the information for both Amps combined. This report gives a data analysis to track and report the statistics to the Board. Mr. John Afoun stated that we currently have nine units taken off line for the current ADA project that is going on.
- b. **Development/Maintenance Reports:** The Board reviewed the Capital Funds & Maintenance Progress Report, which showed the current and future projects. Another element was work orders and that shows that the maintenance staff took care of 100% of the past month's work orders in a timely fashion. Mr. Afoun wanted to point out that the maintenance staff is doing an outstanding job with work orders.

6. Resolutions #649, #650, and #651: Verbal report provided by Mr. John Afoun.

Resolution #649 was to approve/authorize a contract to provide debt collection services for Spring Valley, Spring Brook, and Hillside Heights properties for a two year period with the lowest responsible bidder, Sunrise for a bid of 25% for primary accounts and 35% for approved litigation. Mr. Afoun mentioned that the report was recommending National Recovery Agency, but that the references came back as one being "ok", one as average, and one as terrible and the references for the second lowest bid on the bid tabulation, Sunrise, came back "glowing." Motion was made, and seconded, to approve debt collection services for Spring Valley, Spring Brook, and Hillside Heights properties for a two year period with the lowest responsible bidder, Sunrise for a bid of 25% for primary accounts and 35% for approved litigation. All voting members present voting "aye" except for Commissioner Berg, who abstained from voting, none against, the Chair declared the motion carried unanimously.

Resolution #650 was to approve/authorize a contract to carry out a website redesign project for the MHA website, www.molinehousing.com, with the lowest bidder, DigiForce, Inc for the total estimated cost of \$1,865.00. The commissioners discussed the huge disparity between the bids. Motion was made, and seconded, to reject all bids and go out for rebid on the website redesign project with additional detail in the project description. All voting members present voting "aye", none against, the Chair declared the motion carried unanimously.

Resolution #651 approve/authorize bad debt write offs. Mr. Afoun stated that the debts being internally charged off and will be sent to collection in an effort to collect. Motion was made, and seconded, to approve bad debt write offs. All voting members present voting "aye", none against, the Chair declared the motion carried unanimously.

7. Resident Advisory Board (RAB) Report:

Due to the entire Resident Advisory Board (RAB) currently attending a seminar in Washington, D.C., there was no report available.

8. Any other business that may come before the Board:

There was no other business to come before the Board.

9. Adjournment:

There being no further business, a motion was made, and seconded, to adjourn the meeting. All voting members present voting "aye", none against; the Chairperson declared the meeting adjourned at 6:19 P.M.

Dan Adams, Chairperson