

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

August 15, 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 Melvin Grimes, Vice-Chairperson Kathy York, Chuck Capan, Bill Bloom, and Jennifer Ainsworth. Staff members present were Executive Director John Afoun, Operations Manager/Controller Doug Schott, AMP Manager Mike Sullivan, and Recording Secretary Maria Nino. Board Counsel, John Callas, was in attendance. Also in attendance were Moline City Mayor Don Welvaert, Moline City Council member Ted Ronk, Erica Flecker, Diane Fox, Lee Westlund, Mohamed Sow, Tammy Jones, and Officer Becky Sargeant.

1. **Call to Order:** Chairperson Melvin Grimes called the meeting to order at 5:30 p.m.
2. **Introduction of New Commissioner, Jennifer Ainsworth:** Chairperson Grimes introduced the newest commissioner, Jennifer Ainsworth. Commissioner Ainsworth introduced herself stating she had grown in Moline and is the president of a family business, Green Valley Cabinet Company and Dimock Gould & Company, and mentioned the companies are one in the same. The commissioners then introduced themselves to Commissioner Ainsworth and welcomed her to the Board of Commissioners.
3. **Approval of the Minutes of the Regular Meeting of July 18th 2011:** Minutes of the regular meeting of July 18th 2011 were reviewed. Commissioner York stated and identified two spelling errors in the July 2011 minutes that she would like to have corrected. Motion was made, and seconded, to approve the minutes of the regular meeting of July 18th 2011 with the stated corrections. All voting members present voting "aye", none against; the Chairperson declared the motion carried unanimously.
4. **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 July 2011. All voting members present voting "aye", none against; the Chairperson declared the motion carried.
5. **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. Officer Sargeant mentioned that they had not been able to attend the last month's Board Meeting due to a trip that had been scheduled to take kids that had received good grades to Great America. She also said that the biggest problem in the past month has been vehicle burglaries. Officer Sargeant went on to say that they had identified and apprehended two juvenile suspects, ages 8 and 10 years old. There is little that can be done due to their ages. Mr. John Afoun interjected that the housing authority can compel those households to make sure the kids in question do what is being suggested by the officers or they could face eviction. Officer Sargeant said that there have also been a few drug complaints, but those people have either been removed or are in the process of being removed. Lastly, Officer Sargeant mentioned that there have also been juvenile complaints that range from kids throwing rocks to getting into fights with other kids.

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

Mr. Afoun said that at the last Board Meeting the Board had directed to contact Connected Living and get a copy of the bid documents, which he did and had forwarded to the commissioners. He then stated that he had invited Ms. Gina Baxter to speak at the meeting to do a further outline of what the program entails. Ms. Baxter gave an overview of the Connected Living program as a whole and talked about the success they have seen so far. She touched on the outreach part of the program and reinforced the fact that the outreach people did not have to be seniors or have disabilities. Commissioner Bloom inquired whether anyone was evaluating the grant and seeing if it is actually making a difference and helping grant recipients to get jobs. Commissioner Bloom also asked for the percentage of residents participating versus outreach participants. Ms. Baxter responded that this depends on a lot of things and she was unsure of the actual percentages for our sites. Commissioner Bloom said he was questioning this to see how the components are coming together. Ms. Baxter stated that the wireless part is only benefitting the collaborators. She said that the grant pays for a portion of the installation and maintenance for a period of time. Ms. Baxter stated that the whole purpose of the grant is to increase broadband use in Northern Illinois. Mr. John Callas asked how many of the collaborators are doing business with Anywhere Wireless. Ms. Baxter responded that they have 5 regions that were put out to public bid. She then said that there were 2 regions where nobody submitted a bid and Moline was in one of those regions. Ms. Baxter said that Everywhere Wireless did not originally bid on the Moline portion alone. They had submitted a bid on all 5 regions inclusive. Ms. Baxter said that 2 out of the 3 regions that did receive bids were unable to use Everywhere Wireless due to the contract being awarded to someone else. Thus, no entity had yet hired Everywhere Wireless. Mr. Doug Schott asked if the grant is going to cover the installation fee and the 1st year monthly fees. Ms. Baxter responded that the grant covers installation up to a certain cost as well as the monthly fees up through August 2012. Mr. Schott stated that a poll had been done with the residents and it seems only about 10% are interested in purchasing the wireless internet service. He asked Ms. Baxter if this was common. Ms. Baxter responded that it is common because, in her opinion, the residents are not really aware of it at this point.

Mr. Afoun said he had advised the Board that HUD is proceeding on the recapture of assets from local Housing Authorities. He previously believed MHA's exposure to be around \$400,000. He said the latest HUD information indicates HUD will recapture \$711,323 from us. Mr. Afoun said he is very opposed to this recapture. He stated that HUD is not going to physically take the money from us, but they will withhold subsidy until we get to that point. Mr. Afoun said that Congress hasn't voted on this yet, but there is every probability that this is going to be the case. He said he is just bringing this up so that the Board is aware.

Mr. Afoun then spoke about asset management. He said he outlined what asset management is all about and gave a detailed outline from HUD's perspective in the Board Packet materials. He stated there are two components – the financial aspect and the property management aspect. Mr. Afoun said that our current organizational structure does not reflect that. He said he is proposing the new organizational chart to reflect the law by the federal government and that there is no choicer per say because housing authorities had about five years to make sure that everything was in compliance and October is the deadline for that. Chairperson Grimes interjected to tell Commissioner Ainsworth what asset

management was about and how HUD has decided to go from being centralized to being decentralized. Mr. Afoun said this was just for information purposes.

Lastly, Mr. Afoun said that we have a bed bug issue here. He stated that a K9 dog was used to conduct a bed bug inspection and had identified a number of units that have bed bugs. Mr. Afoun stated that we have a contract now to take care of the pest issues, but it does not include bed bugs. Mr. Afoun recommends going out for bid for the bed bug issue, after having discussed the matter with the Board Council. The Board agreed and directed Mr. Afoun to go out for public bids.

a. Resolutions #655, #657, #660, #661, and #662:

Resolution #655 was to approve/authorize the trade in of the Silver Expedition for a new 2012 Expedition, with the lowest bidder, Reynold's Ford for the total cost of \$34,097.00. Motion was made, and seconded, to approve Resolution #655, the purchase of a new 2012 Ford Expedition and to include a trade in of the 2003 Silver Expedition, with the lowest bidder, Reynold's Ford for the total cost of \$34,097.00. All voting members present voting "aye", none against, the Chair declared the motion carried unanimously.

Resolution #657 was to approve/authorize a contract with Everywhere Wireless, LLC. A lengthy discussion was held on the wireless issues mainly involving economics after the grant expires. No Motion was made to approve the contract. Mr. Afoun is to contact Everywhere Wireless to discuss alternatives and schedule a Special Meeting as necessary.

Resolution #660 was to approve/authorize the revised Parking Policy. Mr. Afoun stated that we have a Parking Policy and it needed some clarification. The standard practice here is to post this for at least 30 days. Mr. Afoun stated that this was done for over 45 days to afford the public to make comments. Mr. Afoun recommended the Board adopt the policy as amended. Commissioner York stated that she has read the revised Parking Policy and it is basically the same as the old one, just a little cleaned up. Motion was made, and seconded, to adopt Resolution #660, the revised Parking Policy. All voting members present voting "aye", none against, the Chair declared the motion carried unanimously.

Resolution #661 was to approve/authorize a one year health benefit contract with the lowest bidder, United Healthcare with a premium of \$10,552.06 and a deductible of \$750.00. Mr. Afoun said that the current health insurance contract is due for renewal. Mr. Afoun said that Mr. Schott is the one who deals with the employee benefit aspect on a day to day basis. Mr. Afoun said he recommends going with the lowest responsible bid. Mr. Schott mentioned that the recommended choice has a deductible going up \$250 from the previous \$500 to \$750. Motion was made, and seconded, to approve Resolution #661 for a one year health benefit contract with the lowest bidder, United Healthcare for the total premium of \$10,552.06 and a deductible of \$750.00. All voting members present voting "aye", none against, the Chair declared the motion carried unanimously.

Resolution #662 was to approve/authorize the purchase of a new 36" electric Vulcan restaurant range for use in the Spring Brook Community Center with the lowest bidder, Commercial Food Equipment for a total cost of \$5,550.00. Mr. Afoun said that there is a commercial gas stove in the Spring Brook Community Center. There are some concerns because the pilot light is on all the time and Head Start, who is in the building all the time,

raised concerns. Mr. Afoun said he got with Mr. Sullivan to get these quotes to replace the gas stove with an electric stove in the Spring Brook Community Center. Commissioner York interjected that the pilot lights are very visible and right there in the open. She said that one of the Project Now people didn't realize it and they threw something on the stove and almost started a fire. Commissioner York also stated that the oven portion of the stove has not been heating properly for the last year. Motion was made, and seconded, to approve Resolution #662 for the purchase of a new 36" electric Vulcan restaurant range for use in the Spring Brook Community Center with the lowest bidder, Commercial Food Equipment for the total cost of \$5,550.00. All voting members present voting "aye", none against, the Chair declared the motion carried unanimously.

b. Section 8 Report: The Board reviewed the Section 8 Report as presented. Mr. Afoun talked about how we are not able to issue all of our vouchers due to funding. He said we need to determine the number of vouchers that \$91,000 is able to sustain. Mr. Afoun said that the money has been reduced from \$97,000 to \$91,000. Mr. Afoun briefly explained the Section 8 program to Commissioner Ainsworth.

c. 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. Afoun pointed out the waiting list on our program is 2 to 3 years. He said that the more and sooner we can provide alternative housing the better. Mr. Afoun stated that there are one or two concerns, but nothing major for the Board to be concerned.

d. 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 is taking care of work orders in a timely fashion.

Mr. Afoun said that as of today we have almost 1.5 million dollars. The entrance and screen doors project will be commenced in the near future with an estimated cost of \$400,000.

7. Resident Advisory Board (RAB) Report: Verbal report provided by Ms. Diane Fox.

Ms. Diane Fox introduced herself and the rest of the RAB Board to Commissioner Ainsworth. Ms. Fox said that the summer lunch program is over and about 170 kids were served, with an average of 35 to 40 per day. She wanted to thank Laurie from Project Now, Don Wales Dado Karic, Lorena McMillan, and Kelly Maack from MHA, Marcia, Annette, and Kathy York for all of the assistance they provided in making the summer lunch program a success. Ms. Fox stated that they are thinking of doing a health and wellness fair like they had seen done in Rock Island. Other options would be a career or education fair.

Chairperson Grimes thanked Ms. Fox for her report.

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 7:13 P.M.

Melvin Grimes, Chairperson