

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

December 21, 2015

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, Chuck Capan, and David Parker, Jr. Staff members present were Executive Director John Afoun and Recording Secretary Maria Nino. Board Counsel was in attendance. Also in attendance were Diane Fox, Lee Westlund, Laurie Elhers, Tammy Jones, and Comlan Houanvoegbe.

1. **Call to Order:** Chairperson Melvin Grimes called the meeting to order at 5:30 p.m.
2. **Approval of the Minutes of the Regular Meeting of November 16, 2015:** Minutes of the Regular Meeting of November 16, 2015 were reviewed. Motion was made, and seconded, to approve the minutes of the Regular Meeting of November 16, 2015 as presented. All voting members present voting "aye", none against; the Chairperson declared the motion carried.
3. **Executive Director's Report:** Verbal report provided by Mr. John Afoun.

Mr. Afoun said that Nan MacKay sends us the mandated changes and we make those for the Agency Plan. The full versions are found on our website. He said the first part is the streamlined annual plan. HUD changed the format this year. He said the changes are nothing major that needs your attention, they are all mandated changes we need to make. The first one shows changes for the ACOP, which is for public housing, the second one is for the Administration Plan, which is for Section 8. Next to that is the 5 year plan. The majority of the money we want to commit s to painting the units, so it is just moving it forward basically. We have taken care of most of the things that have to be done such as we have new kitchen units, new baths, and so forth, so we are of the view that we need to concentrate on painting. We are going to include range hoods and backsplashes, which would be about a half million dollars just for the range hoods. Mr. Afoun suggested the commissioners take a look at it as they will need to approve it next month.

Mr. Afoun talked about wanting to do electronic stuff with tablets and PowerPoint presentations like the City of Moline does. He said we have money to spend and is pushing for it to eliminate paperwork and go electric like the City.

Mr. Afoun thanked Commissioner David Parker, Jr. for inviting him to the City of Moline's Council Meeting. Commissioner Parker, Jr. said the feedback that he received was fantastic and that Mr. Afoun did a great job in presenting it. He covered a lot of information in a short period of time and everyone really appreciated the information that was given. Commissioner Parker, Jr. said we should do an annual presentation to the City. Nothing but positive feedback came from that. Mr. Afoun said we want to take this to the Rotary Club and Kiwanis. The same information but he wanted their approval before doing so. Commissioner Parker, Jr. said Mayor Scott Raes can probably help with Kiwanis. Commissioner Chuck Capan said he thinks anything they can do to get him out in the public is good. Mr. Afoun will contact the Mayor and the Rotary Club as well as invite the Board to attend those presentations.

Mr. Afoun then spoke about Smoke-Free Public Housing. He said this is a biggie and wanted to bring it to the Board's attention. HUD has been trying to push this through for a long time.

Right now it is in the consultation time. They are suggesting that we make all Public Housing units smoke-free. They even want the grounds, perimeters, and offices to be smoke-free. They are not suggesting the tenants not smoke, but just not in those areas. Once it becomes final rule we are required to have a policy in place within 80 days. The language is clear, there is no provision for grandfathering. He said once we start the process we will hear a lot of complaints from residents. Mr. Afoun said Vice-Chairperson York was one of the opponents to that. HUD wanted us to do this voluntarily, but HUD is going to make it mandatory. Commissioner Capan asked if there are complaints from the non-smoker residents and Mr. Afoun responded yes, they say the smoke comes through the wall. There was discussion about this. Mr. Afoun said we do have quite a few number of tenants who smoke and that he would keep the Board posted once the policy has been drafted. Chairperson Grimes said that will probably be one of those things that will be defined by litigation.

Mr. Afoun stated we have two new members joining us; Melissa Neff, is the Assistant Property Manager, and Laura Rigg is the Housing Assistant. The receptionist position is filled through a temp agency currently.

a. Resolution #794:

Resolution #794 was to accept the FYE 03/31/2015 Audit Report. All voting members present voting "aye", none against, the Chairperson declared the motion carried unanimously.

Resolution #795:

Resolution #795 was to approve/authorize the Health Benefit (1 Year) Contract. All voting members present voting "aye", none against, the Chairperson declared the motion carried unanimously.

Resolution #796:

Resolution #796 was to approve/authorize the Payment Standard for 2015-2016. All voting members present voting "aye", none against, the Chairperson declared the motion carried unanimously.

Resolution #797:

Resolution #797 was to approve/authorize the 2016 Utility Allowance for Section 8. All voting members present voting "aye", none against, the Chairperson declared the motion carried unanimously.

Resolution #798:

Resolution #798 was to approve/authorize the Bad Debt Write Offs. All voting members present voting "aye", none against, the Chairperson declared the motion carried unanimously.

b. Approval of Financial Report: The financial report was presented and reviewed by the Commissioners. Mr. Afoun there are no major changes from last time and that we are working with the Fee Accountant to do a revised budget for AMP 2. It will be ready for approval next month. Section 8 is in a very good position, and

we hope that the trend will continue. Our financial position is good and our liquid cash is over 2 million dollars, so we are good.

- c. **Section 8 Report:** The Board reviewed the Section 8 Report as presented. Mr. Afoun said we have vouchers, but finding a place to lease has been a challenge. We hope that with more vouchers out there it will increase the chances of people getting housed.
- d. **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. The pest control and lease violation spreadsheet was also reviewed.
- e. **Development/Maintenance Reports:** The Board reviewed the Capital Funds & Maintenance Progress Report, which showed current and future projects. The report also addressed work orders and that the maintenance staff is taking care of work orders in a timely fashion.

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

Ms. Fox said y about the fans and the backsplashes, which has been on their agenda for a number of years right along with the painting. Spring Valley doesn't have a light on the flag, so Mr. Afoun is going to work on that. She agrees that the meeting at the City Council was a very good thing. The police presence is still good and especially the one drug dealer moved out, so they are happy. Bedbugs are doing well and when they get to the smoking thing, they are against it, but if it becomes a law, they will have to deal with it. They mentioned when they had the consultation one of the things they felt was high was the cost to have things replaced such as \$55 to pay for a lock out, for example. Mr. Afoun said it is cost of labor plus cost of materials. He said that is reasonable given the hourly rate of the maintenance employees, plus the cost of materials.

Ms. Fox said there is a good example of something positive because people have preconceptions of low income people. She said one of our residents had something published in the paper who is 91 years old who can still get his view across in the newspaper and she thought it was impressive.

5. **Any other business that may come before the Board:**

Mr. Comlan Houanvoegbe said during the consultation he was happy that the flat rate is coming back to the 80% of the free market rate and that was good because he remembered that last year we were a little bit higher as he had to do a lot of explaining to his French speaking tenants.

6. **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 6:06 P.M.

Melvin Grimes, Chairperson