

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

February 25, 2019

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 Vice-Chairperson David Parker, Jr., Chuck Capan, Diane Fox, and Jay McCowan. Staff members present were Executive Director John Afoun and Recording Secretary Maria Nino. Board Counsel was in attendance. Also in attendance were Less Westlund and Guy Florescu.

1. **Call to Order:** Vice-Chairperson David Parker, Jr. called the meeting to order at 5:30 p.m.
2. **Approval of the Minutes of the Regular Meeting of January 28, 2019:** Minutes of the Regular Meeting of January 28, 2019 were reviewed. Motion was made, and seconded, to approve the minutes of the Regular Meeting of January 28, 2019, as presented. All voting members present voting "aye", none against; the Vice-Chairperson declared the motion carried.
3. **Executive Director's Report:** Verbal report provided by Mr. John Afoun.

Mr. Afoun let the commissioner know that there has been a marginal reduction in operating subsidy. He also said that the low income tax credit application had been submitted. We are now waiting to hear the outcome. If it is successful, the action begins. Vice-Chairperson Parker, Jr. suggested that he, Chairperson Stange-Crotty, Mr. Afoun and the developer meet with the Mayor of Moline, City Administrator, and Ward Alderman to let them know what is going on and bring them in. Vice-Chairperson Parker, Jr. said he hadn't really shared any information with the City Council because it is not his news to share, which is kind of difficult for him. He wants them to be equipped to answer or direct questions when the time comes. Mr. Afoun said once they do that and are successful then we will do a press release. Mr. Afoun said it should take about three months to find out if we have been successful.

a. Resolution #900:

Resolution #900 was to approve/authorize the Bad Debt Write Offs. All voting members present voting "aye", none against, the Vice-Chairperson declared the motion carried unanimously.

Resolution #901:

Resolution #901 was to approve/authorize the Revised 2018-2019 Public Housing (AMP 1 & 2) Operating Budgets. All voting members present voting "aye", none against, the Vice-Chairperson declared the motion carried unanimously.

- b. Approval of Financial Report:** The Board reviewed the financial reports as presented. Mr. Afoun said that the budget revision that was just approved will reflect in next month's report. Commissioner Capan asked if we were going to forward the new budget to HUD and Mr. Afoun responded no, we do not send the revised budget.

- c. **Section 8 Report:** The Board reviewed the Section 8 Report as presented. Mr. Afoun said we are in a comfortable position. We were able to absorb some vouchers as well as issue some vouchers. At the moment we have 220 vouchers. We have not opened the waiting list for a while, but have purged it.
- 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. Mr. Afoun said there are not any major concerns. The main problem has been the unit turnaround, but we are making steady progress. We have engaged an additional contractor to help the maintenance department. We hope to be caught up by the end of March. Vice-Chairperson Parker, Jr. said they had given approval to go ahead and contract units. He asked if we were pleased on how this has gone. Mr. Afoun responded the first two contractors were a disaster. We engaged a third last week and we are looking to see how that will turn out. Commissioner McCowan asked how we are contacting these contractors. Mr. Afoun said since this is not a major construction process we have been going through the phone book and the newspaper. He said if we decide at some point to permanently outsource that particular element of the services we will need to have an architect put specification out and advertise nationally. The reason we are hesitant to do this is the money aspect. Vice-Chairperson Parker, Jr. said this was a unique situation where we had a lot of units all at once and he would hope we could bring that back in house once we are caught up.
- 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 not all work orders had been completed for the month. Mr. Afoun said the lighting project is going well. The weather stopped the progress for a while, but the project should be completed by March. The cameras will be next and should probably go out for bid next month. Mr. Afoun said that once we are awarded the tax credit we will take out all Spring Brook projects from the report.

Commissioner Capan asked what were we not been happy with regarding the first contractor. Mr. Afoun said the contractor was given free rein in hours to be able to produce as much as possible, but due to lack of oversight it is believed we were billed for too many hours in comparison to the work that was actually completed. Vice-Chairperson Parker, Jr. said let's try not to have that happen again.

Mr. Afoun said the pest control position has improved tremendously. The investment in a full time technician and equipment has paid off. We are also trying to market our equipment with our neighboring housing authorities. Mr. Afoun talked about sharing the idea with Rock Island Housing Authority, but they didn't want to engage. He said he will approach the new Executive Director for Greater Metro Housing Authority. He also said he shared the idea of having our in-house pest control person with RIHA and the Executive Director subsequently also hired in-house.

- 4. **Resident Advisory Board (RAB) Report:** Verbal report provided by Mr. Lee Westlund.

Mr. Westlund stated he had nothing to report.

5. Any other business that may come before the Board including comments from the general public:

There was no other business to come before the Board.

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 Vice-Chairperson declared the meeting adjourned at 5:55 P.M.

Leslie Stange-Crotty, Chairperson