

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

January 12, 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 11<sup>th</sup> Avenue A, Moline, IL 61265.

Board members present were Chairperson Melvin Grimes, Vice-Chairperson Kathy York, Chuck Capan, Leslie Stange-Crotty, 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 and Lee Westlund.

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 December 15, 2014:** Minutes of the regular meeting of December 15, 2014 were reviewed. Motion was made, and seconded, to approve the minutes of the regular meeting of December 15, 2014 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.

a. **Resolution #763:**

Resolution #763 was to approve/authorize the 2015 PHA/Agency Plan (Annual & 5-Year) Approval. All voting members present voting “aye”, none against, the Chairperson declared the motion carried unanimously.

**Resolution #764:**

Resolution #764 was to approve/authorize the Accessibility Project. All voting members present voting “aye”, none against, the Chairperson declared the motion carried unanimously.

**Resolution #765:**

Resolution #765 was to approve/authorize 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 reviewed by the Commissioners. Mr. Afoun mentioned we will start our budgeting process next month. Motion was made, and seconded, to approve the financial report for the month of January 2015. All voting members present voting “aye”, none against; the Chairperson declared the motion carried.

- c. **Section 8 Report:** The Board reviewed the Section 8 Report as presented. Mr. Afoun mentioned the beautiful article that the reporter had come to write on the Section 8 Program, which had landlords calling to inquire about the program. As a result of that we had a few landlords sign up for the program and therefore

have issued 20 additional vouchers. He stated the power of the media to do good things is just incredible and the results were phenomenal. Mr. Afoun stated that once we lease up to our baseline the program will be viable. He wants to acknowledge the part the media played in getting landlords to sign up for the program.

- 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 mentioned the increase in vacant units is because some of the 24 people who have vouchers on the list are from Public Housing. This is a win-win situation, but will create more work with unit turnaround.

Commissioner Capan asked if the long turnaround time is because we are short on maintenance staff. Mr. Afoun responded that one issue is pest control, as we want to make sure the units that are empty are as free as possible from roaches and bedbugs prior to renting. The other reason is because we had a mold problem in Spring Valley and it took about 4 or 5 weeks to treat the mold. He said one component is maintenance and the other is the office. He said that we are in the process of issuing the RFP for Bedbug Services. Mr. Afoun stated that the pest control is fluctuating because of the way we are doing it at the moment. We hope that once a contractor comes on board there will be some stability. Chairperson Grimes stated he finds it interesting we really have not had any lease violations on housekeeping. Mr. Afoun responded that the office has been working really hard and the relation has gotten better with the residents, especially with the help from Ms. Tammy Jones. The residents seem to comply with the terms of the lease. The community service element is the only component that they are not keeping up with. Mr. Afoun wanted to commend Ms. Lorena McMillan for her hard work she has put in with building relationships with the tenants. Vice-Chairperson York mentioned there are changes coming with the community services and it had to do with an option of self-certification by tenants.

- 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. Mr. Afoun stated that the next project we will be working on is the accessibility project, which has just been approved. Chairperson Grimes said that maintenance needs to be commended again for their efforts in spite of the issues with pest control.

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

Ms. Fox said they met with Mr. Afoun last week and went over the Annual Plan and 5-Year Plan. They approved it because there really are not any big changes. They have signed a letter saying they are on board with the plan.

Mr. Afoun stated part of the requirement is that the RAB Board approve the agency plan, which is one of their main functions. They are required to write a letter of endorsement to go along with the submittal. He also mentioned that Vice-Chairperson York attended all the consultation meetings with the residents regarding the Annual and 5-Year Plan.

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

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 Chairperson declared the meeting adjourned at 5:56 P.M.

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Melvin Grimes, Chairperson