

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

July 17, 2017

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

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 June 19, 2017:** Minutes of the Regular Meeting of June 19, 2017 were reviewed. Motion was made, and seconded, to approve the minutes of the Regular Meeting of June 19, 2017, 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 informed the Board that we have been awarded \$722,000 for the CFP. We can transfer up to 25% to operations, which would help us with any shortfall. Vice-Chairperson Capan asked if we have any plans to do that right now. Mr. Afoun responded not right now. He said it was not as bad as what was feared as far as the budget is concerned.

**a. Resolution #854:**

Resolution #854 was to approve/authorize the Bad Debt Write-Offs. All voting members present voting "aye", none against, the Chairperson declared the motion carried unanimously.

**Resolution #855:**

Resolution #855 was to approve/authorize Money Damages owed to MHA. Mr. Afoun stated that NAHRO and PHADA took HUD to court and the industry is pleased that the judges took our view and they were awarded what should have been awarded. MHA was not part of the original proceedings, but we are confident based on what transpired in the first round that we would be awarded that money. We have to pay legal fees that needs to be paid from nonprofit money. Vice-Chairperson Capan asked if we have some time to let them know, but was told they need to know by August 15<sup>th</sup> if we are in or out. Board Counsel will look into the situation and make sure there is not an issue and be sure HUD has not appealed. Vice-Chairperson Capan said if we were wrong we should have the ability to try to correct it. He is worried about spending the enterprise account money. All voting members present voting "aye", none against, the Chairperson declared the motion carried unanimously

- b. **Approval of Financial Report:** The financial reports were presented and reviewed by the Commissioners. The reports included the month of June 2017. Mr. Afoun said that we are doing good all the way around and has no concerns whatsoever. We monitor this rigorously and work closely with the fee accountant and go back and ask questions as needed to make sure we are within budget. He said that he modified the Section 8 report and as far as our budget is concerned we are in good shape.
- c. **Section 8 Report:** The Board reviewed the Section 8 Report as presented. Mr. Afoun stated that the position remains more or less the same. Utilization remains the same as we have been fluctuating between 202 and 206. We are plodding along and have been issuing vouchers, we have 17 out right now. The money we get we spend it very well. HUD is pleased with that. We are doing the best we can to recruit landlords and encourage participation to get it where we want, which is 230 vouchers.
- 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 public housing is more or less the same as last month with no major changes. He wanted to bring two things to the Board's attention regarding Hillside Heights. The turnaround time has been reduced and the goal is to continue to make sure it is reduced further. Commissioner Parker, Jr. pointed out that Spring Valley we have gone up to 53 days, which is a problem. Mr. Afoun said the issue is bedbugs since we cannot rent out a unit until it is pest free. Also one of the units had a ceiling issue that took longer to fix, but the major work is now completed and he hopes that there will be no other major issues. David asked if next month the number should be back to the upper 20's. Mr. Afoun said he hopes so. He then talked about total arrears in Hillside, which was the result of retro rent. This is from tenants not reporting in time and we then discover the issue. We then make an agreement with the person. He then looked at vacated tenants. We have 90 days for these people to pay back, after that it goes to the collection agency. Other than that everything seems to be in order as far as Hillside is concerned. He said he already explained the issue on the turnaround time for AMP 1. He said he and Ms. Lorena McMillan have developed a strategy to advise the tenants that they need to report income change within the time limit otherwise we will find out through EIV and this should encourage them to report income changes. Chairperson Grimes was explaining the EIV system to Commissioner Fox. Mr. Afoun explained the different rent structures that exist and said he wants to educate the tenants about this. Commissioner Fox mentioned that when people donate plasma and get paid for it this money at some point shows up in EIV as money they are receiving.

Mr. Afoun then went over the pest control report. He said at Hillside, he spoke with Ms. Tammy Jones, the new president for RAB, and she is of the opinion that the reason for the continuous presence of the bedbugs there is the carpet in the hallway. He discussed with the maintenance staff and the issue is that the carpet there has two layers and then tiles underneath. The issue is that there may be asbestos in the tile, which could create a problem. He thinks that might be the issue with the bedbug spreading. Chairperson Grimes asked if you go through and remove the carpet is there a possibility that we may need to deal with asbestos encapsulation or removal. He feels we may need to go that route if it is causing the issue. Vice-Chairperson Capan asked if the carpet is only in the hallways and not in the units. Mr. Afoun said no carpet is in the units. He is going to talk to our maintenance department as well as our pest control

contractor to see what would be best. Commissioner Parker, Jr. said the sooner the better. Mr. Afoun said he will report back to the Board beings the cost involved with this. Chairperson Grimes agrees with Commissioner Parker, Jr. Mr. Afoun said he will come back to the Board next month and asked if reporting back next month would be ok, and the Board responded it would be.

- 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 went over all the current projects and their status. Interior painting work has been completed and we are still waiting for closeout work. The elevator is almost finished and the panels are getting put in, which look very nice. He then talked about future projects and said this would be paid by the money we were just awarded as well as future money. Mr. Afoun stated he is proud of the maintenance staff as far as the reactive maintenance is concerned.

Motion was made, and seconded, to suspend the meeting so they could go into session for the MHDC Board Meeting at 6:00pm. All voting members present voting "aye", none against, the Chairperson declared the motion carried.

Motion was made, and seconded, to resume the meeting at 6:40pm. All voting members present voting "aye", none against, the Chairperson declared the motion carried.

Mr. Afoun stated that the Board had agreed they would send a delegation to welcome the Mayor. The date this will happen will be July 28<sup>th</sup>. The people attending will be Chairperson Grimes, Commissioner Stange-Crotty, and Mr. Afoun. The Mayor wanted to know whether the entire Board was coming, but at some point he wants her to meet the whole Board. He will invite her to our next meeting. Board Counsel said it might be a good one if Gorman comes next month then she can find out about that.

Mr. Afoun then talked about the fact that the Board is working to form a neighborhood watch. The Board suggested he send language to the attorney and has come back stating the wording is acceptable. He is working with Mr. Mahombe to translate to French, and once that is done he will get it to Commissioner Parker, Jr. to have the City facility and Captain will show us where to put the signs. Commissioner Parker, Jr. said Chief Hankins retired on Friday and John Hitchcock is acting Chief of Police. Jeff Snyder is interim Fire Chief. Mr. Afoun asked if it is ok to go to Trevor and Commissioner Parker, Jr. responded yes.

- 4. **Resident Advisory Board (RAB) Report:** Verbal report provided by Ms. Tammy Jones.

Ms. Jones stated they had nothing to report at this time.

- 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 Chairperson declared the meeting adjourned at 6:45 P.M.

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Melvin Grimes, Chairperson