

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

June 19, 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 11th Avenue A, Moline, IL 61265.

Board members present were Chairperson Melvin Grimes, Vice-Chairperson Chuck Capan, and David Parker. 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 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 May 15, 2017:** Minutes of the Regular Meeting of May 15, 2017 were reviewed. Motion was made, and seconded, to approve the minutes of the Regular Meeting of May 15, 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 stated that we are participating in a research being conducted by the University of Illinois for the U.S. Department of HUD on good customer care practices. MHA was selected to participate in the research due to MHA's high perform status and service pledge. They did a 45 minute web interview with Mr. Afoun and they were pleased with what they found with him. We have come a long way from the days of being troubled. We are now state and soon to be nationally recognized for customer care.

a. Resolution #853:

Resolution #853 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 reports were presented and reviewed by the Commissioners. The reports included the month of March, April and May 2017. Mr. Afoun said that we are doing well on both income and expenditures for the months. For the end of the fiscal year we spent less and collected more than budgeted, so it is good news in that perspective in AMP 1. In AMP 2 we did go over the budget a bit on the expenses, but we did have more income than projected and overall netted a gain. In Section 8 we did have a gain. Mr. Afoun said we are within where we are supposed to be as of the first two months of the fiscal year so far.

- c. Section 8 Report:** The Board reviewed the Section 8 Report as presented. Mr. Afoun stated that based on all the statistics we are in good shape. He commended the department and stated that Ms. Teresa Chapman is working very hard and doing all she can as well as working with our neighboring housing authorities to exchange ideas and talk often to see how we can work together.

- 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 wanted to bring to the Board's attention that we are experiencing a high turnover. We have exhausted the waiting list and have opened the list for a month. He said we have a lot of tenants moving out into homes and becoming home owners as well as many moving to Cedar Rapids to work for a company there. He has also been told that a lot of tenants have turned in intents to vacate. He said there is nothing to worry about because the demand is there and we have opened the list to take care of filling open units, but he just wanted to make the Board aware of what is going on.

Next, Mr. Afoun spoke about pest control. He said he doesn't know how we are going to eliminate it as we have invested a lot of money, have dedicated one maintenance person solely to pest control, but we are still having issues. Commissioner Parker, Jr. wants to know if we have looked into the equipment that he sent Mr. Afoun regarding heating the units ourselves. He had gotten the information from the conference he went to. Chairperson Grimes said he talked to the gentleman there and said they are willing to come and train our maintenance people on and turn it over and we would be responsible for doing inspections and doing the heat treat. They will come and train and stick with the people until they get a handle on doing it. It is a packaged deal but the investment is for the equipment. The group takes care of licensing and all. Commissioner Parker, Jr. said it might come in handy to heat treat ourselves and the cost was pretty reasonable at under \$6,000. Vice Chairperson Capan said he can see having one at Hillside and one here just for the logistics of it. Mr. Afoun said now that we have a dedicated person for pest control that can come in handy. He said when he talks to the company he will bring a summary report to the board next month. Mr. Afoun said this would obviously help us in order to continue to fight the pest control issue. Mr. Afoun said with bedbugs we try to contact the contractor as soon as the infestation is known, but the roaches are becoming a bigger problem. Vice Chairperson Capan said price wise it makes sense. Commissioner Parker, Jr. said he agrees, as long as it works. Vice Chairperson Capan said to ask for references from other housing authorities. Chairperson Grimes said there were a couple of companies there that had heat treatment, but the one they are talking about seemed the most reputable. We will continue to do the best we can to stay on top of things, said Mr. Afoun.

- 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 is almost complete except for the closeout paperwork. They did a good job. IT was a very successful project and he wants to commend the Board, the staff and the residents for working together to make this happen. The Hillside Heights Elevator project is 90% complete. The mechanics have all been completed, we are just waiting for the interior to be updated. This week as well as last week he has not heard anything about there being further issues. Mr. Afoun then talked about projects being considered for the future such as plumbing modifications, tree removal, street lighting, asbestos removal, security cameras, and roof for Hillside Heights. It is proposed to have our security cameras linked into the police department. Priority would be given to security cameras, asbestos, tree removal, and street lighting.

Chairperson Grimes said that next month Ms. Diane Fox will be a commissioner. As of tomorrow she will be appointed officially as the Resident Commissioner on the Board.

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

Ms. Fox said there is a neighborhood watch up here, it was even in the paper today. Ms. Laurie Elhers is kind of instrumental in getting one here, at least in her area. Ms. Tammy Fox said the elevators have been working and the bedbug situation is still the same. She thinks that it might be in the carpet in the hallways. She knows someone who had to pull up the edge of the carpet by the doors and saw bedbugs under there. Mr. Dodji Mahombe said when he was there he would see the bedbugs in the carpet in the hallway. He feels they don't pay attention to the carpets in the hallways. Ms. Fox then said Mr. Mahombe wants to change the resident meetings to a Saturday because so many residents can't come. Also there is going to be a community garden sponsored by Hy-Vee, MHA, Union Church, and the YMCA. Mr. Mahombe is now at Spring Brook, so we now have a RAB member at Spring Brook. Mr. Afoun said when they meet next month at the pre-board meeting they will talk about the possibilities of changing the resident meetings.

Commissioner Parker, Jr. said they met a week ago roughly with Mr. Kim Hankins, Chief of Police, and some other folks. What was decided to do because of reported activity going on is to create a neighborhood watch group and to improve signage in both French and in English. Any tools to use to try to move things somewhere else is the goal. What they are doing right now is to approve verbiage with the lawyers office as well as correct translation into French. The neighborhood watch meeting will be on the 11nd at the Spring Valley Community Building. The police and public works have all committed to helping make this place as safe as possible and if anyone has any ideas on making it better any ideas are welcome.

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 6:05 P.M.

Melvin Grimes, Chairperson