

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

May 15, 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, and Leslie Stange-Crotty. 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, and Tammy Jones.

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 April 17, 2017:** Minutes of the Regular Meeting of April 17, 2017 were reviewed. Motion was made, and seconded, to approve the minutes of the Regular Meeting of April 17, 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 mentioned that there is a new Mayor and he is suggesting that the Board send a delegation to bring her up to speed on our plans. He wants to take the opportunity to discuss these things with her and for her to know that there is a need in the area. There is a need to develop affordable housing as well as to develop housing to be able to generate income to subsidize. The City has a role to play in that as they have a huge parcel of land in back of the airport. His suggestion is to pitch our case to try to get some of that land. Commissioner Stange-Crotty said she would be happy to do that anytime. Mr. Afoun continued that we are a municipal housing authority and do not get funding directly from the City. Commissioner Stange-Crotty foresees one of the best ways to do what Mr. Afoun wants is to present our five year goal system and then highlight in one color what we are working at now, then another color of highlighting for the next 2-3 years, and a third color years 4-5 to help her clearly see what our plans are. Chairperson Grimes said he feels it would be good to know what we are doing and what we are planning on doing. He said short and quick is best and that if we flood too much information the important parts might be lost in the shuffle. Mr. Afoun asked how many wish to be involved and when so he can set it all up. Board Counsel said to avoid a quorum. It will be Chairperson Grimes and Commissioner Stange-Crotty going with Mr. Afoun to meet with the new Mayor.

Mr. Afoun stated he met with the Chief of Police. At the previous Board Meeting it was brought to the Board's attention that there was some possible gang activity so they met and had planned on meeting subsequently with the Chairperson, but that day there was an issue going on and they could not do the follow up meeting as planned.

Mr. Afoun informed the Board that Resident Commissioner Houanvoegbe has moved out so we have to choose a new Resident Commissioner. There was nobody interested from Public Housing to be a Resident Commissioner, so we can choose someone from Section 8. He is recommending Ms. Diane Fox to serve as the next Resident Commissioner. It is a mayoral appointment, so it is not a resolution. Commissioner Stange-Crotty asked if Ms. Fox would continue to be on the RAB and Mr. Afoun responded she would not. Ms. Tammy Jones would be the new president of RAB.

**a. Resolution #847:**

Resolution #847 was to approve/authorize the FYE 3/31/17 SEMAP Certification Submission. All voting members present voting “aye”, none against, the Chairperson declared the motion carried unanimously.

**Resolution #848:**

Resolution #848 was to approve/authorize the Procurement Policy Revision. All voting members present voting “aye”, none against, the Chairperson declared the motion carried unanimously.

**Resolution #849:**

Resolution #849 was to approve/authorize the Human Resources/Executive Assistant Position. All voting members present voting “aye”, none against, the Chairperson declared the motion carried unanimously.

**Resolution #850:**

Resolution #850 was to approve/authorize the Chief Operations Officer Position. All voting members present voting “aye”, none against, the Chairperson declared the motion carried unanimously.

**Resolution #851:**

Resolution #851 was to approve/authorize the Revised Organizational Structure. All voting members present voting “aye”, none against, the Chairperson declared the motion carried unanimously.

**Resolution #852:**

Resolution #852 was to approve/authorize the Trade-In and Purchase of 2 Vehicles. All voting members present voting “aye”, none against, the Chairperson declared the motion carried unanimously.

**b. Approval of Financial Report:** Mr. Afoun said he is concerned and sorry to report that the fee accountant has not yet completed the end of year reports. He spoke to them and let his views be known. Traditionally it has been ready in a month. We are due to issue an RFP for fee accounting services and one thing he is going to stress is that we require the year end reports within a month of the end of year. Chairperson Grimes said that the next time he talks to them he will express the Board’s concerns because they don’t like to be hanging.

**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.

**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 that he believes turnaround time will go down as the maintenance department is switching from one person

per apartment to using teams. Chairperson Grimes noted that we are moving in the right direction as far as turnaround time is concerned versus last month. Vice-Chairperson Capan asked about noncompliance on community service. Mr. Afoun responded that we are monitoring that and it fluctuates as far as compliance. The difficulty is that the eviction process on that is we must wait two years before it can go for eviction. Chairperson Grimes said most housing authorities really don't have the time or the resources to devote to enforcement of this. Mr. Afoun stated we are in compliance as far as it is concerned.

Mr. Afoun stated we are doing well with pest control and are on top of things. WE are seeing progress and reduction. We hope it would continue to be down and that new infestations will be at a minimum. Vice-Chairperson Capan asked if we are handling most of the day to day stuff or still calling Iowa-Illinois. Mr. Afoun said the routine day to day things we handle unless there is a heat treatment needed. Last month we brought in Spann's and they did preventative and treatment for roaches and we have seen good results with that. We have designated one person as the lead person on pest control and we believe that will give us good results.

- 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 more or less completed, except for four units that have pest control issues. He wants to commend staff as well as residents who cooperated very well during this process. The waterproofing and entry door replacement project is completed. We are 90% complete on the elevator project and anticipate being done at the beginning of June. Mr. Afoun then went over the possible future projects we are considering. He said we do get money every year for the capital fund, but he is sure this new proposal will have an impact on that.

Chairperson Grimes talked about the PHADA Conference he attended in Chicago, IL. He said the buzz word has been talking about the continuum resolution and the "skinny budget." It cuts out just about every thinkable thing that would deal with any type of human services. He hopes that the people who really make the difference, which is the senate side, will keep to their good senses and not allow things to happen. Our operating funds that we normally get from HUD have been cut by 20%. We will be getting 80% for the remainder of the year. Capital funds will be reduced as well. Our operating costs will be cut down to about 70% for 2018. Housing Choice Voucher will get 97% of HAP. The hit is in the admin fee. What they are now starting to talk about is RAD and regional housing authorities. Mr. Afoun said that Section 8 gets HAP payment to pay landlords and admin fee, which is what we earn for managing the program. He said regional housing is something they have been talking about for a while now. In Texas it started where a lot of smaller housing authorities merged to become one large housing authority. Vice-Chairperson Capan asked if Texas has realized any cost savings in doing this and Mr. Afoun responded yes, due to economy of scale.

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

Ms. Fox said she was gone last month and last week she was out of town due to a funeral. When Mr. Afoun was talking about bedbugs she remembered that Ms. Tammy Jones said the bedbug problem is getting worse. People are not telling housing because they think they are

going to get in trouble. Half of 3<sup>rd</sup> floor and half of 4<sup>th</sup> floor are infested. The other issue is the elevator. The elevator is 90% completed and yesterday the big elevator broke down. There were two ambulance calls and they had to use the small elevator. Ms. Fox said that people are getting nervous about the smoke free facilities. We have until July 2018 to start enforcing. There was discussion about the smoke free facilities issue and how it will get enforced.

**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 6:32 P.M.

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Melvin Grimes, Chairperson