

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

May 20, 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 was Lee Westlund and Tammy Jones.

1. **Call to Order:** Vice-Chairperson David Parker called the meeting to order at 5:30 p.m.
2. **Approval of the Minutes of the Regular Meeting of April 15, 2019:** Minutes of the Regular Meeting of April 15, 2019 were reviewed. Motion was made, and seconded, to approve the minutes of the Regular Meeting of April 15, 2019, 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 talked about the electronic income verification (EIV) system and how it is about 6 months behind and only new income is reported regularly, but those who have had increases in income are not reported immediately. The new wage information can be accessed on a monthly basis, but those that get increases would be every 6 months. These measures will be introduced as a result of the board's direction.

He also mentioned that HUD eventually approved MHA's predevelopment plan after almost a year, but unfortunately the LIHTC was unsuccessful. Mr. Steve Clark is of the view that there are two tracks. The fast track is very competitive but shorter and the other track is less competitive but takes longer. Mr. Afoun is recommending to invite SE Clark to next month's board meeting to tell us what our options are especially the other way that is less competitive. Chuck asked what the difference is between our application and the ones that were successful. Commissioner Fox asked if Clark is good. Mr. Afoun said that the state will give feedback regarding the reasons why the application failed. The board did say that they want SE Clark to come. Mr. Afoun said it cost about \$100,000 to submit the application. Vice Chairperson Parker's main question is why did we go the short track rather than long track if they didn't think we could be successful.

The amount received for the 2019 Capital Fund is approximately the same as last year. Mr. Afoun stated said we are able to use up to 25% for management improvements, such as commissioner training, computer upgrades, etc.

Mr. Afoun provided the inventory control policy to the commissioners and stated that it has transpired that the machine that was presumed as stolen at last month's board meeting was found after all. The maintenance supervisor said that he doesn't know why that machine was where it was. Vice-Chairperson Parker wanted to know why it was in this other location. Commissioner Capan said that piece of equipment hasn't been used in a couple of years.

- a. **Resolution #907:**

Resolution #907 was to approve/authorize the SEMAP Certification. All voting members present voting "aye", none against, the Chairperson declared the motion carried unanimously.

Resolution #908:

Resolution #908 was to approve/authorize the Security Cameras Project. All voting members present voting "aye", none against, the Chairperson declared the motion carried unanimously.

Resolution #909:

Resolution #909 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 Board reviewed the financial reports as presented. Mr. Afoun said there is a lot of work that goes into the end of fiscal year process. The commissioners asked what fee accountant the surrounding housing authorities use and asked when our contract is up with our current providers..
- c. **Section 8 Report:** The Board reviewed the Section 8 Report as presented. Mr. Afoun said we are in a comfortable position. Once the list goes down somewhat we will open it up for people to apply.
- 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 we were able to work with the agency that the City of Moline uses for their landscaping people and have since gotten two landscaping people. There was talk about issues that have been occurring with the temporary help for lawn care.

Commissioner McCowan asked if we have found a good contractor for vacant units. Commissioner Capan asked if we do direct debit out of people's accounts. There was questions on how to assure people pay their last month's rent. The security deposit was discussed on how it is not equivalent to a month's worth of rent.

The pest control report was gone over. It was brought to Mr. Afoun's attention that Hillside has 9 bedbug infestations. The issue is how they are brought in. They are going to try to address that as well as some preventative measures. Mr. Afoun said they will be working diligently to reduce it and address it. Ms. Tammy Jones interjected that we should get rid of the carpets because of this. Mr. Afoun said there are asbestos issues. We will be committed to steam cleaning the carpets quarterly. He said it is an expensive option to remove the carpet. Commissioner McCowan wants to know what our pest control person says about the carpet and how they spread. Commissioner Fox said that we shouldn't give our pest control person too much credit. She said he is disrespectful to tenants. Mr. Afoun said it appears he lacks tact and diplomacy, but his work speaks for itself. He said tenants feel they down talk to them, they feel he feels he is better than them, he is meeting with tenants tomorrow at Hillside. What he has gathered is the pest control technician is assertive and lacks diplomacy. The commissioners wants to know how we found the 9. He said it was reported by tenants. Ms. Jones said an issue is once the trap is put

into place for bedbugs the pest control technician waits a month until he goes back and checks that. They want to talk to him about the methodology of spray. Vice-Chairperson Parker asked who the pest control person reports to, because it seems like Mr. Afoun is doing a lot of the supervising regarding the inventory person. The commissioners asked to be followed up with an email. If this is a concern of the residents he doesn't want to let it slide.

- 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 which had all been completed for the month.

The lighting project will be closed out along with the final payment and retainage soon. This has enhanced security. Some of the future projects may not be necessary once we are successful in our goal to renovate Spring Brook.

Vice-Chairperson Parker asked where are we are doing a pre inspection in order to be ready for REAC. Mr. Afoun said we have engaged an architect to identify areas that need concrete work.

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

Ms. Jones said there is nothing really going on with RAB. We are still looking for people. It would be really nice to have someone from AMP 1 just to know what is going on. Mr. Afoun said we are actively recruiting and have put it in the newsletter so they are hoping to get someone.

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

It was decided that the group photo for the commissioners will be taken at the next board meeting.

- 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 6:19 P.M.

Leslie Stange-Crotty, Chairperson