

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

November 18, 2013

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 Kathy York, 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, Tammy Jones, Lee Westlund, Laurie Elhers, Comlan Houanvoegbe, and Officer Andy Hughes.

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 October 21, 2013:** Minutes of the regular meeting of October 21, 2013 were reviewed. Motion was made, and seconded, to approve the minutes of the regular meeting of October 21, 2013 as presented. All voting members present voting "aye", none against; the Chairperson declared the motion carried.
3. **Approval of Financial Report:** The financial report was reviewed by the Commissioners. Mr. Afoun made note that the report now indicates what the total reserve is showing the breakdown of the admin and HAP fees. Motion wade made, and seconded, to approve the financial report for the month of October 2013. All voting members present voting "aye", none against; the Chairperson declared the motion carried.
4. **COP Report:** Verbal report provided by Officer Andy Hughes.

Officer Andy Hughes referred to the report showing police calls for the MHA properties and reviewed the recent activity. He said the continuing problems were not occurring anymore and bicycle theft has gone down.

5. **Executive Director's Report:** Verbal report provided by Mr. John Afoun.

Mr. John Afoun went over the Capital Fund Final Rule. He said that this governs the way the capital fund works. He highlighted that before capital funds were able to be used up to 20% for management improvements and now we are only able to use 10%. Another change is that before the final rule we were able to use the capital fund to pay for security items but now we are not able to because that expense is ineligible now. The rest of the changes were general administrative ones such as mixed income development so housing authorities are able to do more with mixed income financing and have more flexibility depending on the need in the area.

Next, Mr. Afoun announced that the new MHA website was now up and running.

Three residents of Spring Valley apartments have been appointed to the Resident Advisory Board. The total number of members the Resident Advisory Board is now seven. Mr. Afoun has drafted a code of conduct for the RAB and each member has been given a copy. Commissioner Stange-Crotty asked if the Board will receive a copy of the document and Mr. Afoun responded yes.

Mr. Afoun let the Board know that three residents from Spring Valley had passed away during the month of October.

Mr. Afoun then discussed the capital fund freeze. He stated that the money was still frozen even though he has made every effort to have HUD lift the freeze. He also spoke of the PHA Plans that were still awaiting HUD approval and the need to take decisive action. Chairperson Grimes suggested the Board sending a strongly worded letter to HUD as opposed to Mr. Afoun signing off on it. Commissioner Capan suggested the letter be a show of cause letter to tell us their legal standing to keep our funds frozen and the legitimate legal reasons for doing so. Commissioner Stange-Crotty suggested getting our representatives involved as well. There was a lengthy discussion regarding the plan of action to take on this. It was decided that the legal counsel would draft a letter of cause and the commissioners would sign it. Mr. Afoun would find out from PHADA who the letter should be sent to.

Mr. Afoun stated that there were a lot of move outs in the month of October and as a result of that it generated a lot of maintenance resources.

- a. **Section 8 Report:** The Board reviewed the Section 8 Report as presented. Mr. Afoun reported that the amount of money we receive is not enough to carry the program and we have been dipping into our reserves to pay for the day to day operations. Commissioner Capan stated that the program will only be able to sustain itself less than two more years if nothing happens in Washington.
- b. **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. The high turnover was again discussed and Commissioner Capan asked if this was due to being short on personnel or because of the number of units being vacated. Mr. Afoun responded it was due to the number of vacancies. The community service aspect was then discussed. Mr. Afoun stated that bed bugs are a real issue at Hillside Heights currently and we are going to be reevaluating the treatment options. At Spring Brook and Spring Valley there are not many concerns with bugs.
- c. **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 said that the Spring Valley Reroofing Project has been completed.

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

Ms. Fox introduced Comlan Houanvoegbe as a new RAB member. She mentioned Mr. Houanvoegbe was fluent in French and she was very happy about that. Next, she introduced Laurie Elhers who has a background in law. The third person was not able to make it tonight and hopefully we will have him next month. All three new RAB members are Spring Valley residents. Next, Ms. Fox stated that the Health Fair is set for Friday, April 11, 2014. The tentative dates for the resident holiday parties are Tuesday, December 10th for Spring Valley, Wednesday, December 11th for Hillside Heights, and Thursday, December 12th for Spring Brook. Chairperson Grimes welcomed the new RAB members. He said he has always admired the enthusiasm with which our RAB Board works to bring about cooperation with the tenants.

7. Closed Session – Personnel Issues – 5 ILCS 120/2(c)(1):

Motion was made, and seconded, to go into executive session at 6:27 P.M. and a roll call was taken. Voting Yes were Melvin Grimes, Kathy York, Chuck Capan, and Leslie Stange-Crotty. The Chairperson declared the motion carried unanimously.

The Board then commenced Executive Session.

Motion was made, and seconded, to close executive session at 6:53 P.M. and a roll call was taken. Voting Yes were Melvin Grimes, Kathy York, Chuck Capan, and Leslie Stange-Crotty. The Chairperson declared the motion carried unanimously.

The Public portion of the Meeting was resumed at 6:53 P.M.

8. Any other business that may come before the Board:

No other business to come before the Board.

9. 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 6:53 P.M.

Melvin Grimes, Chairperson