

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

November 21, 2016

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, Leslie Stange-Crotty, David Parker, Jr., and Comlan Houanvoegbe. 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 Mawougbe.

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 17, 2016:** Minutes of the Regular Meeting of October 17, 2016 were reviewed. Motion was made, and seconded, to approve the minutes of the Regular Meeting of October 17, 2016, 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 said that Pamela Simpson, CPA, conducted an audit of the housing authority. We again have an unqualified audit. She commended us and said we did a good job. She is pleased with our progress as well as because when she makes recommendations we always go back and address those. The audit was concentrated on financial components and there were no findings. He commended staff for their hard work.

a. Resolution #834:

Resolution #834 was to approve/authorize the IT Services Contract. There was in depth discussion regarding all of the firms that responded along with the pricing options. The motion is to approve Resolution #834 with the caveat of not charging a setup fee. Two voting members present voting "aye", Commissioner Parker voted against, the Chairperson declared the motion carried.

Resolution #835:

Resolution #835 was to approve/authorize the Spring Brook Ceiling Replacement Project. All voting members present voting "aye", none against, the Chairperson declared the motion carried unanimously.

Resolution #836:

Resolution #836 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 months of October

2016. Mr. Afoun said we are doing well financially and we have been for the last three years. We do not want to become victims of our own success and get money recaptured.

- c. **Section 8 Report:** The Board reviewed the Section 8 Report as presented. Mr. Afoun stated that the struggle still continues for participants finding a place to live, but the financial position is good. There are no drastic changes to report.
- 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. The pest control and lease violation spreadsheet was also reviewed. Mr. Afoun stated that we have reduced rent arrears by almost half, which is good. He said he works hard and puts pressure on staff so that rent arrears were reduced. He said the concentrated effort was from Ms. Lorena McMillan and her team and obviously he put pressure on them. The only outstanding issue is the elevator situation at Hillside Heights.
- 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 stated that the painting project is progressing on schedule and the reroofing project has been completed satisfactorily. The project for the future include ceiling replacements and plumbing modifications, which we wanted to put in an element of it, but since we are going to be tearing down Spring Brook and repositioning it, we want to put the project on hold for now and see how things develop. We will keep it on the books for now and keep the Board posted.

All the documentation for Fiesta Manor has been sent to HUD. The director e-mailed and said once they receive it they will give the go ahead to close. The second project is Spring Hill. We are working with Mr. Steven Clark and he has had some leads from the City that haven't panned out. Hopefully something will come up out of that so we can proceed. Commissioner Stange-Crotty asked if we were going to put together a budget if we lose the rent and what we are going to do about it. Mr. Afoun responded that for subsequent years the rent was going to go down on Fiesta Manor. Even though current rent gives \$62,000 per year, if we go back to the Fair Market Rent we will still be in good shape. Commissioner Capan commented that we really shouldn't have vacancies. Mr. Afoun said they are fully occupied currently and we got all the files and reviewed them. The only due diligence element left is for the maintenance to go and physically review repair needs.

We got the contract for the Elevator back. We have given it to Kone for them to sign it. Once we get it back we will schedule the work.

Commissioner Parker, Jr. said one of the things the City is doing is they are moving lighting to LED lighting. There are good rebates out there from MidAmerican. The lights last for 20 years and the payback for energy savings this could save us money in the long run. If we are interested in talking to the person from the city who did this his name is Scott Henton. He would be happy to share what the process was. Mr. Afoun said he will talk to him and bring feedback to the Board. In the meantime we will speak to MidAmerican about it as well.

Mr. Afoun said the bedbug situation is what was worrying him. Spring Brook, because of the family situation is hard to keep under control. He has been working with the office, but it is just a struggle. He said they are on it by monitoring and giving lease violations. Spring Valley is levels are low and Hillside has three infestations. Commissioner Stange-Crotty asked about lease violations and whether it was three different units. Mr. Afoun responded yes. The noncompliance on the initial treatment is the issue.

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

Ms. Fox said that Ms. Tammy Jones said everyone is excited to get the elevators started. A lot of people are not using the elevator because they are concerned. Ms. Jones has been in the hospital, which is why she is not here. Ms. Fox also stated that the painting is going well.

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 6:35 P.M.

Melvin Grimes, Chairperson