

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

October 16, 2017

The regular meeting of the Board of Commissioners of the Moline Housing Authority was held at 6:00 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, Leslie Stange-Crotty, David Parker, Jr, and Diane Fox. Staff members present were Executive Director John Afoun and Recording Secretary Maria Nino. Board Counsel was in attendance. Also in attendance was Lee Westlund.

1. **Call to Order:** Chairperson Melvin Grimes called the meeting to order at 6:00 p.m.
2. **Approval of the Minutes of the Regular Meeting of September 18, 2017 and Minutes of the Special Meeting of October 6, 2017:** Minutes of the Regular Meeting of September 18, 2017 were reviewed. Motion was made, and seconded, to approve the minutes of the Regular Meeting of September 18, 2017, as presented. All voting members present voting "aye", none against; the Chairperson declared the motion carried.

Minutes of the Special Meeting of October 6, 2017 were reviewed and tabled.

Chairperson Grimes said that in the meeting with the City, he and John were there for the Housing Authority, as well as Commissioner Parker, Jr., who was there for the City as an Alderman. Commissioner Parker, Jr. asked them to come and sit down to meet with Andre and City staff today. He said our stance remains the same, but came to the conclusion that we would agree to meet with Gorman's consultant to see what they have to say about some other methodologies that may facilitate the 15 vouchers and what needs to be done. He said he is a stickler to holding onto the decisions that the Board makes. In the best interest of all parties we are going to meet with that consultant. He made it clear once the consultant made her pitch of what can and cannot be done, if it falls within HUD's parameters, we would make a decision one way or the other. However the Board decides that is how we will proceed. Everything is being presented in a balanced manner. He said if it comes to manipulating the waiting list, we will not do this. We will get some dates, meet with Andre and the consultant and move on. He said he is doing this in the interest of stopping the one conversation that is interpreted different ways from HUD and the consultant is saying something else. He thinks the best way to resolve the issue is get all the cards on the table, then we work it that way. He likes the project and is supportive of the project, but is not in support of something that is going to carry us down the river.

Commissioner Parker, Jr. said also time is of the essence. The clock is ticking on this one because they have to get approval for their vouchers. We need to make this meeting as soon as possible and if we can kind of solidify this, that would be most important. Mr. Afoun said HUD was asked to participate. He said HUD meets when they want to meet, not when we want to meet. He said he wrote today to them, but has not heard back. He said it is important that they participate. What he thinks having HUD involved would be best for the Board and for the Housing Authority, just like the City did when they brought all the players. He knows that during the day they will be more than willing to participate, but not sure how their overtime works. Commissioner Stange-Crotty asked when the tax credits expire that Gorman has. Mr. Afoun said November or near the end of the year. Vice-Chairperson Capan said HUD is driving the train and that we first need to hear from HUD and go from there.

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

Mr. Afoun stated he had been able to get information regarding bedbug heaters. He referred to a letter from Tri-State Electric showing the cost to upgrade the electricity at Hillside Heights would be about \$20,000. The mobile generator cost is within \$30,000 to \$40,000. The contractor's view was that the hard wiring cost is better than the generator. HUD has no issue with propane use. The manufacturer is new and mainly used by private pest control people, so nobody has reported any issues yet. He talked to neighboring housing authority and they said they were able to upgrade the electricity.

Commissioner Stange-Crotty asked when we use electrical units would there be anybody watching or doing it. She also asked about propane cost and if someone would need to be watching all day. Vice-Chairperson Capan said we would have a pretty big payback by getting this unit. Commissioner Stange-Crotty asked the price of the unit. Mr. Afoun said the total cost is \$26,000, but we haven't done a detailed analysis yet to compare cost of purchasing versus contracting it out. He said the machine is relatively new and there is not much data on the safety portion of it. Commissioner Stange-Crotty feels there would need to be someone to keep an eye on the heater. Vice-Chairperson Capan says to do an RFP for the electrical work. Mr. Afoun asked if this would come from operations. The Board directed Mr. Afoun to move forward with the electrical upgrades.

**a. Resolution #861:**

Resolution #861 was to approve/authorize the Hillside Heights Roofing Restoration Project Contract for Ratification. All voting members present voting "aye", none against, the Chairperson declared the motion carried unanimously.

**Resolution #862:**

Resolution #862 was to approve/authorize the Employee Pension plan provider change. All voting members present voting "aye", none against, the Chairperson declared the motion carried unanimously.

**Resolution #863:**

Resolution #863 was to approve/authorize the 2018 Payment Standards. All voting members present voting "aye", none against, the Chairperson declared the motion carried unanimously.

**Resolution #864:**

Resolution #864 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 September 2017. Mr. Afoun said if we fall into shortfall in Section 8 HUD will give us money to make up for the shortfall. He said we have potential into going into shortfall, which he aid is a good thing. The position is good as far as the program is concerned.

- c. **Section 8 Report:** The Board reviewed the Section 8 Report as presented. Mr. Afoun stated that Section 8 is doing well and we are going up steadily. Commissioner Fox asked if we run out of our reserves in 6 months, then will HUD come in and use their HUD held reserves. HUD would then come in and determine why you overspent, responded John. If it is determined you did not over lease you will get money. The only time they would shut us down is if we are troubled or we over lease.
- 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 are working on trying to reduce the turnaround time as much as we can. The problem in Spring Brook is the pest control, which affects the downtime. What we don't want to do is lease the units when they are infested.

Currently the projects we have are site drainage and the roofing project. Mr. Afoun stated we had received our capital fund money, but it has yet to be spread, so we are unable to draw it yet. Commissioner Parker, Jr. asked if this gives us the money we need for the probable purchase of bedbug machines and upgrades. Vice-Chairperson Capan asked if we usually do this under capital funds. Mr. Afoun responded we can, but we would need to revise our five year plan if we want to make those types of changes. Commissioner Parker, Jr. asked if we have a plan to be able to do the bedbug heating in house at AMP 1. Mr. Afoun said the cost is prohibitive at Spring Brook and Spring Valley. We can go out and obtain estimates to see the cost. Commissioner Parker, Jr. asked if we have considered not upgrading every single unit, but finding a place on the outside where it can be tapped into. Maybe we could put in pedestals. Commissioner Stange-Crotty suggested getting a generator that way we can sit it right outside the door. Mr. Afoun said in the long term it would be to the benefit of the housing authority to upgrade their electricity. Commissioner Stange-Crotty said we can check on doing this building by building to upgrade a little at a time. Vice-Chairperson Capan suggested Mr. Afoun contact MidAmerican for possible help.

Work orders were reviewed and Mr. Afoun informed the Board that they were completed for the month.

- 4. **Resident Advisory Board (RAB) Report:** Verbal report provided by Mr. Lee Westlund.

Mr. Westlund stated he had nothing to report.

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

Commissioner Fox stated she would like to see the heads of departments come to the meetings. She said she would like for them to all come to the meetings. Mr. Afoun said there is overtime concerned. Also, he stated he meets with them each Board meeting day. Commissioner Parker, Jr. said he thinks there is some value to them also being a part of your report. Mr. Afoun said they need to change their job description and include that the head of departments come to the Board meetings. He will give the Human Resources contractor the information so she can change their job descriptions. He said the only reason they previously attended is because we were set up differently. Both Commissioner Fox and Commissioner Parker, Jr. like the idea of having department heads coming. Commissioner Parker, Jr. doesn't feel they are micromanaging, but there is some value for them coming. Value to

succession planning is one example. Mr. Afoun argued against the department heads coming to the meetings. He invited the commissioners to come to the monthly staff meetings. He felt them coming to these monthly meetings is the best way to see his interaction with the staff. Commissioner Stange-Crotty would like to have an invitation to come to the staff meetings.

**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 6:52 P.M.

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Melvin Grimes, Chairperson