

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

June 15, 2020

The regular meeting of the Board of Commissioners of the Moline Housing Authority was held at 5:30 PM via teleconferencing due to COVID-19.

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.

1. **Call to Order:** Vice-Chairperson David Parker, Jr. called the meeting to order at 5:30 p.m.
2. **Approval of the Minutes of the Regular Meeting of May 18, 2020:** Minutes of the Regular Meeting of May 18, 2020 were reviewed. Motion was made, and seconded, to approve the minutes of the Regular Meeting of May 18, 2020, 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.
  - a. **Resolution #946:**

Resolution #946 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.
  - c. **Section 8 Report:** The Board reviewed the Section 8 Report as presented. Mr. Afoun said there was really no movement in the Section 8 program. Commissioner Fox asked why we would not be able to issue additional vouchers until we get to Stage 5. Mr. Afoun said the general thinking in the industry is that we hold off until we get to Stage 5. He said should it happen within the next few months that Stage 5 will take longer than what has been forecasted, we will revisit this. He added that one of the reason is that when we invite people to do hearings they are leery to come and begin the process.
  - 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 reviewed the pest control report.
  - 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.

Mr. Afoun said we are currently in Phase 3 and it will be difficult to get residents back on track with their rent and how we will move forward concerning so much money owed in back rent. Vice-Chairperson Parker, Jr. wanted to make sure that before we move forward with a

decision if not given a directive by HUD, Mr. Afoun goes back to the Board for that decision before just evicting people.

Mr. Afoun spoke about a virtual resident meeting that he had held. He was very pleased with how well that went and pleased to say the participation was very good. We had about twenty people in all and was very successful. The suggestion of giving free laundry for a period was discussed. We are going to wait because the current provider's contract has expired and part of the negotiation will be to give free access for a period or decide on a dollar amount and put that on the resident's laundry cards. Commissioner Fox asked if Mac Gray was still the provider and Mr. Afoun responded yes, but their contract has expired and we hope the bid will go out by the next board meeting. She said this is a long time to wait for the laundry thing and feels it is too long. Chairperson Parker, Jr. wants to know what can be done to speed up the process. Mr. Afoun said we can decide the dollar amount and work out the logistics because someone would have to be there. Commissioner McCowan wants to know what the issue is to use the current provider. Mr. Afoun said there is no real issue other than he wanting to use that as a bargaining tool. Commissioner Capan said get it done as soon as you can as it is a pretty important function for the residents. Commissioner McCowan said the bargaining tool is if we find out you ripped us off we are not going to do business with you in the future. Vice-Chairperson Parker, Jr. asked if there is a reason why we don't put machines in ourselves and services them ourselves. Mr. Afoun said we looked at this, but the maintenance cost and time commitment was too high and we currently receive a portion of the income. Mr. Afoun does not remember if we wrote into our contract if it is not to our satisfaction we will not have to wait to terminate the contract.

Mr. Afoun spoke about a gift bag we will provide to all tenants and Section 8 participants which will include a bar of soap per family member, hand sanitizer, cleaning towel, laundry detergent, and facemasks. We will do a second phase for the laundry and are also looking to find people who have had additional childcare costs due to the coronavirus to help with that. Mr. Afoun then said that the educational aspect that was brought up last month will not materialize since the City is providing internet and it was decided that the school should take care of the Chromebook needs of the students. Commissioner Fox asked when the gift bags will be distributed. Mr. Afoun responded that he was waiting to bring this to the Board to make sure there were no additional suggestions, if not we will hand them out this week if they have everything. Vice-Chairperson Parker, Jr. said the only thing to add is information for places to get more help. Mr. Afoun said we are going to include a community resources guide. Commissioner Fox asked how Section 8 people are getting the gift bags. Mr. Afoun responded we will have a pick up day like drive through like they did with schools and people will come and get it. Seniors or people who are unable to come will get the bag delivered to them upon request. Flyers will go out to everyone making them aware of this.

Mr. Afoun shared that several housing authorities contact us from across the nation to find out how we do our online payments.

Vice-Chairperson Parker, Jr. asked when we are going to have our next REAC inspection. Mr. Afoun said AMP 1 will not be due for two years and we are preparing for AMP 2. Vice-Chairperson Parker, Jr. asked if we are outsourcing someone to do a pre-inspection or what our plans are. Mr. Afoun said we are using our report from last inspection to work off of and fix the issues.

Vice-Chairperson Parker, Jr. asked why the park is not yet open. Mr. Afoun said that the Phase 3 includes not opening up parks. Vice-Chairperson Parker, Jr. asked Mr. Afoun to contact the parks director and find out what the City is doing so that we are mirroring them.

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

Ms. Nelson said they are having a big problem with washers in Spring Valley. They are down to one washer out of the four. Mr. Afoun said Mac Gray was here on Friday and he thought they had taken care of everything, but as of the weekend there was only one in working order. Vice-Chairperson Parker, Jr. asked Mr. Afoun to follow up with them once he finds out what is going on with that.

Mr. Afoun said two people have expressed interest as a result of the virtual resident meeting in joining RAB.

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

Vice-Chairperson Parker, Jr. said within the last month they brought on a new Interim City Administrator. He hopes to introduce them to Mr. Afoun once things open back up.

**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 6:23 P.M.

---

Leslie Stange-Crotty, Chairperson