

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

March 18, 2024

The regular meeting of the Board of Commissioners of the Moline Housing Authority was held at 5:30 PM in the Spring Valley Community Building located at 1150 41st Street, Moline, IL 61265.

Board members present were Vice-Chairperson Diane Fox, Raegan Jones, Melvin Grimes and Andy Rodriguez. Staff members present were Executive Director John Afoun and Recording Secretary Maria Nino. Legal counsel was in attendance. Also, in attendance was Ronald Urlaub (virtually).

1. **Call to Order:** Vice-Chairperson Fox called the meeting to order at 5:30 p.m.
2. **Approval of the Minutes of the Regular Meeting of February 26, 2024:** Minutes of the Regular Meeting of February 26, 2024 were reviewed. Motion was made, and seconded, to approve the minutes of the Regular Meeting of February 26, 2024, as presented. All voting members present voting “aye”, none against; the Vice-Chairperson declared the motion carried.
3. **Executive Director’s Report:** Verbal report provided by Mr. John Afoun.

a. **Resolution #1066:**

Resolution #1066 was to approve/authorize the Revised 2023/2024 Operating Budget – AMP 1. All voting members present voting “aye”, none against, the Vice-Chairperson declared the motion carried unanimously.

Resolution #1067:

Resolution #1067 was to approve/authorize the Revised 2023/2024 Operating Budget – AMP 2. All voting members present voting “aye”, none against, the Vice-Chairperson declared the motion carried unanimously.

Resolution #1068:

Resolution #1068 was to approve/authorize the 2024/2025 Operating Budget – AMP 1. All voting members present voting “aye”, none against, the Vice-Chairperson declared the motion carried unanimously.

Resolution #1069:

Resolution #1069 was to approve/authorize the 2024/2025 Operating Budget – AMP 2. All voting members present voting “aye”, none against, the Vice-Chairperson declared the motion carried unanimously.

Resolution #1070:

Resolution #1070 was to approve/authorize the 2024/2025 Operating Budget – HCV (Section 8). All voting members present voting “aye”, none against, the Vice-Chairperson declared the motion carried unanimously.

Resolution #1071:

Resolution #1071 was to approve/authorize the 2024/2025 Operating Budget – COCC. All voting members present voting “aye”, none against, the Vice-Chairperson declared the motion carried unanimously.

Resolution #1072:

Resolution #1072 was to approve/authorize the Bad Debt Write Offs. All voting members present voting “aye”, none against, the Vice-Chairperson declared the motion carried unanimously.

- b. **Approval of Financial Report:** The financial reports were reviewed and discussed. Our fee accountant, Mr. Ronald Urlaub, attended the meeting virtually, who went over all budgets in detail. We are in a good position.

Vice-Chairperson Fox asked what we need to do to work on collections. She asked if we have a collector person in house, someone who calls and says you are behind. Mr. Afoun said the property manager, Ms. Lorena McMillan, does that. He said Mr. Albert Cueller and himself are involved in this a well. We call, send letters, and follow up. One of the challenges since covid we have to give more days plus mediation, which makes it take longer. Mr. Afoun stated that since covid some of the residents have taken the view that if I don't pay they can't evict us.

Vice-Chairperson Fox asked if he thinks we would benefit by having a specific person doing that. Mr. Afoun said no as part of Ms. McMillan's job description is to collect rent and she does it well. Commissioner Rodriguez said that is culturally an issue and a lot of landlords have struggled with evictions. Commissioner Grimes said it is not easy to evict. Commissioner Rodriguez mentioned using the “cash for keys” method, but Mr. Afoun said we cannot do that here. Mr. Afoun said we are dedicated to rent collection and Ms. McMillan does a good job.

- c. **Section 8 Report:** The Board reviewed the Section 8 Report as presented. Commissioner Rodriguez asked how we are growing our Section 8 program. Mr. Afoun responded we have more landlords participating now. We did an aggressive outreach to landlords and as a result of that we were able to reach more. Commissioner Rodriguez asked how often we update our rents. Mr. Afoun responded once a year. He talked about landlord meetings that are held. Commissioner Rodriguez said education is everything with that. We can build a bridge on that a little bit better. Mr. Afoun said the subsidy from the government has increased on that.

- 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 explained to Commissioner Rodriguez that retro rent is because some people who did not report income to us in the property time period. We then go back and charge the rent that should have been charged. He stated most of the high arrears are because of this.

Commissioner Jones said the prediction was going to be 96% occupancy in order for our budget to work, but we haven't been at that percentage for a while now. She asked if that will mess anything up if we don't get to that rate. Mr. Afoun said it will reduce our subsidy a tiny bit. The challenge we have is the unit

turnaround. As of today, we have 24 units empty. In the last two weeks we were able to get six units turned in, but had six new units move out.

Commissioner Rodriguez asked how long it takes to get a unit completed. Mr. Afoun stated the target is 14 days. Mr. Afoun said we prioritize them and talked about the priorities for vacant units.

Pest control and the report showing reasons for tenants vacating their unit as well as reasons for application denials were reviewed.

- 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.

Legal Council said we have exchanged a draft of the settlement agreement on the tub project. The draft was sent to staff and their counsel. Proposed revisions were sent, but nothing significant. Process changes and get it sent back is what we expect to happen. We have two tubs that are warranty issues, so that is included in the settlement agreement.

Commissioner Jones asked Mr. Afoun if he had bought lunch for the maintenance staff as had been discussed at the prior meeting. Mr. Afoun responded yes he did.

The FSS Program and ROSS Program statistics were reviewed.

- 4 **Resident Advisory Board (RAB) Report:** No report provided.

No RAB Board members were present.

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

No other business was discussed.

- 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 6:40 P.M.

Leslie Stange-Crotty, Chairperson