

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

March 26, 2026

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 41<sup>st</sup> Street, Moline, IL 61265.

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

1. **Call to Order:** Vice-Chairperson Melvin Grimes called the meeting to order at 5:38 p.m.
2. **Approval of the Minutes of the Regular Meeting of February 23<sup>rd</sup> 2026:** Minutes of the Regular Meeting of February 23, 2026 were reviewed. Motion was made, and seconded, to approve the minutes of the Regular Meeting of February 23, 2026, as presented. All voting members present voting "aye", none against; Vice-Chairperson Melvin Grimes declared the motion carried.

**Approval of the Minutes of the Special Meeting of February 26<sup>th</sup> 2026:** Minutes of the Special Meeting of February 26, 2026 were reviewed. Motion was made, and seconded, to approve the minutes of the Special Meeting of February 26, 2026, as presented. All voting members present voting "aye", none against; Vice-Chairperson Melvin Grimes declared the motion carried.

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

Mr. John Afoun introduced Ron Urlaub, who joined via Zoom to present the proposed 2067-2027 and revised 2025–2026 operating budgets. Mr. Urlaub reviewed the purpose of the budget, noting that it serves as a financial control tool, establishes benchmarks for management, and ensures the agency maintains sufficient resources to sustain operations.

Mr. Urlaub explained that the agency's programs are federally funded and restricted, meaning funds cannot be transferred between programs. Public Housing and the Housing Choice Voucher Program were identified as the primary restricted programs.

Key assumptions used in developing the budget were reviewed, including HUD funding levels reduced to 86%, administrative fees reduced to 90%, projected occupancy at 98%, and employee benefits estimated at 32% of payroll. Mr. Urlaub noted that the reduction in HUD funding represents an approximate \$186,000 decrease in anticipated revenue.

Projected program performance was discussed, including Public Housing AMP 1 and AMP 2 with a combined projected profit of \$160,364, the Housing Choice Voucher Program with a projected profit of \$67,952, and COCC with a projected profit of \$30,472. Mr. Urlaub stated that overall agency revenue is projected at approximately \$6.5 million, with expenses of approximately \$6.3 million, resulting in a projected net income of \$273,000.

Mr. Urlaub discussed operational benchmarks, including administrative and maintenance costs, and noted that both AMPs are performing within acceptable

ranges. He also reviewed payroll ratios, explaining that service-based programs typically target 70–75% of revenue allocated to payroll and benefits. COCC was reported at approximately 72%, which he indicated is within acceptable limits.

Additional discussion included upcoming operational priorities, including completion of the Parkview project, monitoring future HUD funding levels, and compliance with new HUD cash management requirements effective January 1, 2026. Mr. Urlaub also noted anticipated collection losses of approximately \$80,000 due to uncollected tenant rent.

Board members discussed delays in receiving financial reports. Mr. Urlaub explained that delays are primarily due to the timing differences between the Housing Authority and Spring Valley Village Apartments fiscal year-end processes and shared cost allocations. The Board expressed appreciation for the accuracy of the reports while emphasizing the importance of receiving them in a timely manner. Mr. Urlaub indicated efforts would be made to improve reporting timelines and discussed the possibility of providing limited system access for improved transparency.

**a. Resolution #1111:**

Resolution #1111 was to approve/authorize the Executive Director's Annual Evaluation. The evaluation is not yet complete. There was a motion to table this until the evaluation was completed. All voting members present voting "aye", none against to table this until the next meeting, the Vice-Chairperson declared the motion tabled unanimously.

**Resolution #1127:**

Resolution #1127 was to approve/authorize the Revised 2025/2026 Operating Budget – AMP 1. All voting members present voting "aye", none against, the Vice-Chairperson declared the motion carried unanimously.

**Resolution #1128:**

Resolution #1128 was to approve/authorize the Revised 2025/2026 Operating Budget – AMP 2. All voting members present voting "aye", none against, the Vice-Chairperson declared the motion carried unanimously.

**Resolution #1129:**

Resolution #1129 was to approve/authorize the 2026/2027 Operating Budget – AMP 1. All voting members present voting "aye", none against, the Vice-Chairperson declared the motion carried unanimously.

**Resolution #1130:**

Resolution #1130 was to approve/authorize the 2026/2027 Operating Budget – AMP 2. All voting members present voting "aye", none against, the Vice-Chairperson declared the motion carried unanimously.

**Resolution #1131:**

Resolution #1131 was to approve/authorize the 2026/2027 Operating Budget – HCV (Section 8). All voting members present voting "aye", none against, the Vice-Chairperson declared the motion carried unanimously.

**Resolution #1132:**

Resolution #1132 was to approve/authorize the 2026/2027 Operating Budget – COCC. All voting members present voting “aye”, none against, the Vice-Chairperson declared the motion carried unanimously.

**Resolution #1133:**

Resolution #1133 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 not available from the fee accountants at this time due to workload. Mr. Afoun presented the liquid cash statement and it was reviewed.
  - c. **Section 8 Report:** The report was reviewed and discussed.
  - 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.
  - 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.
  - f. **Family Self-Sufficiency (FSS) / Resident Opportunities and Self-Sufficiency (ROSS) Report:** The FSS Program and ROSS Program statistics were reviewed.
4. **Resident Advisory Board (RAB) Report:** No RAB commissioner in attendance.  
No report provided.
5. **Any other business that may come before the Board including comments from the general public:**

Mr. Afoun reported on current compliance with HUD requirements. Commissioner Fox inquired whether the agency is operating within HUD parameters, and Mr. Afoun confirmed that the agency is complying at this time.

Mr. Afoun discussed two significant policy changes. He explained that prior to the COVID-19 pandemic, tenants were given fourteen (14) days to cure lease violations related to nonpayment. During the pandemic, this timeframe was extended to thirty (30) days. He stated that HUD has now reverted back to the fourteen (14) day period, noting that the extended timeframe had impeded the agency’s ability to operate effectively. Under current policy, tenants are provided a five (5) day grace period, followed by fourteen (14) days to remit payment, after which legal action may be initiated. Mr. Afoun noted that the shorter timeframe will improve the agency’s ability to manage rent arrears.

Mr. Afoun further reported that HUD is considering implementing a term limit for Public Housing participants. Under the proposed change, able-bodied individuals would be limited to a two (2) year period of assistance, with exemptions for elderly and disabled residents. He stated that the agency has been asked to begin reviewing this potential requirement.

Additionally, Mr. Afoun reported that HUD is requesting agencies to develop policies establishing work requirements for Housing Choice Voucher (Section 8) participants. He noted that these proposed changes represent significant programmatic shifts, particularly the proposed two-year limitation.

Discussion followed. Vice-Chairperson Grimes expressed concern regarding the potential impact of these changes, including the possibility of increased reliance on substandard housing providers. Commissioner Fox stated that many program participants are already employed. Mr. Afoun indicated that these changes are being considered at a national level and that he will provide a comprehensive report to the Board as additional guidance becomes available.

Commissioner Mpofu asked for clarification regarding the fourteen (14) day notice period and how it aligns with current lease agreements. Mr. Afoun explained that lease terms are reviewed in detail with tenants during orientation, which typically lasts approximately one hour. He stated that the updated policy will take effect April 1, 2026, and that tenants will be provided with a thirty (30) day notice of the change. He reiterated that the agency previously operated under a fourteen (14) day timeframe prior to COVID-19 and noted that returning to that timeframe will improve the agency's ability to recover rent arrears, as the extended period had been subject to misuse.

Commissioner Mpofu also inquired about the potential impact of these changes on staffing and administrative workload. Mr. Afoun stated that, as the changes are still new, the agency will need to conduct further analysis to determine staffing needs. He indicated that discussions have taken place with the fee accountant regarding staffing levels and that additional staff may be required. When asked whether the budget could support additional staffing, Mr. Afoun responded that current funding may allow for it; however, he noted that budget constraints may become more significant in 2027 and 2028 as the changes are fully implemented. He reiterated that a comprehensive report will be provided to the Board addressing these matters.

Vice-Chairperson Grimes reported that he recently attended a resident meeting along with the Executive Director and the Head of Maintenance. He stated that the purpose of the meeting was to explain the role of the Board of Commissioners and how it operates. He described the meeting as productive and commended staff, particularly Trevor Grogg, for effectively communicating with residents. Vice-Chairperson Grimes noted that there is a desire to increase resident participation and suggested holding an evening meeting at 6:30 p.m. in the future to encourage greater attendance. He further expressed appreciation for the Executive Director's efforts to foster engagement and improve relationships between residents and management, emphasizing the importance of collaboration rather than division. He encouraged fellow commissioners to attend future meetings. It was noted that approximately seven (7) residents were in attendance.

**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; Vice-Chairperson Grimes declared the meeting adjourned at 6:12 P.M.

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Leslie Stange-Crotty, Chairperson