

Bloomington Housing Authority

Board Meeting Minutes

April 25th, 2024

I. Call to Order

Chair Elaine Amerson called to order the regular meeting of the **Bloomington Housing Authority Board of Commissioners** at **8:30 A.M. on Thursday, April 25th, 2024**, in person at the Lindsey A. Smith Community Center, located at 1002 N Summit St., Bloomington, IN 47404.

II. Roll Call

Those present in person were: Chair Elaine Amerson; Vice Chair Sherry Clay; Commissioners Mary Morgan, Nordia McNish, Jerry Cravens, Tracee Lutes, and Sue Wanzer; Executive Director Kate Gazunis Capital Assets Manager Rhonda Moore, Director of Real Estate Nathan Ferreira, Director of Finance Dhara Patel, Housing Stability Coordinator Jessica Craig, HCV Program Manager Daniel Harmon, and Administrative Assistant Ashley Spradley.

Guests: Stephanie LaFontaine, HAND

Virtual Attendance: AB Khar, Audit Solutions

III. Approval of Minutes from the Last Meeting

A motion was made to approve the amended board meeting minutes for March 28th, 2024, by Sherry Clay and Jerry Cravens. All were in favor. None opposed. Motion approved.

IV. Financial Statements

1. Finance Manager, Dhara Patel provided a written draft of the March 2024 Financial Statements which included revenue and expenditures for Bloomington RAD I (Reverend Butler and Walnut Woods), Bloomington RAD II (Crestmont), the Housing Choice Voucher Program (HCVP), and the Central Office Cost Center (COCC). She asked the board if they had any specific questions related to the draft, they did not at this time.

V. New Business

1. Resolution 2024-02 FSS Action Plan Revision

HCV Program Manager Daniel Harmon stated the FSS revision being discussed is the selection factors. The particular selection factor is regarding the second rule in the FSS

program. The policy change would not allow a family who has previously participated and graduated to reenroll in the program.

Commissioner Mary Morgan asked what the background of the decision was. Executive Director Kate Gazunis says the federal regulation says they do not allow someone to reenroll in the program and to escrow for a second time. Kate says that she called HUD and that we are in the wrong on this policy and that once a participant has graduated they cannot reenroll to escrow a second time.

A motion was made to approve Resolution 2024-02 FSS Action Plan Revision by Sue Wanzer and Sherry Clay. All were in favor. None opposed. Motion approved.

2. Audit Presentation-Audit Solutions

Executive Director Kate Gazunis introduced AB Khar with Audit Solutions.

VI. Old Business

1. Asset Management Report

Capital Assets Manager, Rhonda Moore, gave the following updates to the Board: Rhonda says she received an email stating we may get another 50,000 to install solar panels. We have already received a grant to pay for the labor and installation from the city for \$100,000. The panels have been given to us for free.

2. Sick Leave Policy Vote

Executive Director Kate Gazunis explained this policy was presented to the board last month. She says she hasn't received any feedback so she is asking for a vote.

Commissioner Sue Wanzer asked why we do not combine sick and vacation time. Executive Director states we do not do that because that creates more liability on the balance sheet.

Kate stated that the chair of the committee will always be the Controller, Lisa Hasler. All documents regarding approvals and denials will be kept by the Controller as well.

A motion was made to approve the Sick Leave Policy by Tracee Lutes and Mary Morgan. All were in favor. None opposed. Motion approved.

VII. Director's Report

1. Development Updates

Executive Director Kate Gazunis stated she continues to negotiate with Carla Clark Consulting and hopes to have final numbers from her in the next week. She says that

Carla will send out a Google Doc with time proposals for the board and management to meet with her.

Commissioner Sue Wanzer asked if this strategic plan will be a new plan or an addendum to the current plan. Executive Director Kate Gazunis stated this will be an addendum to the 2030 plan.

Commissioner Nordia McNish asked Executive Director Kate Gazunis to explain the legal structuring regarding the Kohr building. Kate explained that the BHA owns the land and the building. The BHA will be a partner in the development of it and we will be a member of the corporation that is formed to own it after construction is finished and the developer Brinshore, is finished. The state awarded the tax credits and the development partnership put out for syndicators

Executive Director Kate Gazunis stated that she is hoping to resign at the end of 2024 or the beginning of 2025.

Director of Real Estate Nathan said a market-rate house has sold at the CLT. We will have open houses tonight from 4-6, where you can walk through the other homes. He says tomorrow he will be touring a modular factory in Indianapolis. They build multi-family, townhouses, and plexes.

He says we are still planning to break ground next month for the Early Learning Center.

2. Staff Updates

Executive Director Kate Gazunis says there are some upcoming staffing changes. Alan Goodroad will be retiring. Meghan Miller will be leaving but will work part-time to train her replacement. Ashley Spradley will be moving to the FSS team. Congratulations to Dhara Patel and her team on receiving a perfect audit.

We are making a management decision to enter into a voucher shortfall. We are projecting to overspend the money that HUD has allocated to us deliberately in order to issue the most number of vouchers we can issue at a fair rental rate. If we were to lower payment standards we would have more money but fewer people housed. One of our goals is to increase our voucher success rate. Daniel and Kate have a meeting with the shortfall committee each month. In the fourth quarter, they will fund us with approximately another 2.3 million dollars. Since the shortfall will be in the fourth quarter, that shortfall amount will be a part of our basis for our financing in the year 2025. In 2025 we will have 2.3 million and we will get a legislative increase of around 2%. She says in the year 2025 we will be in great financial shape.

VIII. Adjournment

Board Chair Elaine Amerson informed all attendees that there would be a brief recess for a BHA Board of Commissioners executive session.

A motion was made to recess for an executive session by Sue Wanzer and Sherry Clay. All were in favor. None opposed. Motion approved.

Executive Director Kate Gazunis informed Administrative Assistant Ashley Spradley that the meeting adjourned at 10:25 a.m. No information was given on who made the motion to adjourn.

Respectfully submitted by: Ashley Spradley, Administrative Assistant.
Approved by: Kate Gazunis, Executive Director