

Bloomington Housing Authority

Board Meeting Minutes

September 23, 2025

I. Call to Order

- Chair Amerson called to order the regular meeting of the Bloomington Housing Authority Board of Commissioners at 8:30 a.m. on Tuesday, September 23, 2025, in person at the Lindsey A. Smith Community Center, located at 1002 N Summit St., Bloomington, IN 47404.

II. Roll Call

Commissioners

- Elaine Amerson, Chair
- Sherry Clay, Vice Chair
- Jerry Cravens, Commissioner
- Tracee Lutes, Commissioner
- Mary Morgan, Commissioner

Staff

- Nathan Ferreira, Executive Director
- Dhara Patel, Director of Finance
- Ryan Stills, Director of Real Estate
- Rhonda Moore, Capital Assets Manager
- Jessica Craig, Housing Stability Coordinator
- Christine Lovelace, Executive Assistant

Absent: Nordia McNish, Commissioner; Susan Wanzer, Commissioner

Guests: Stephanie LaFontaine, City of Bloomington

III. Approval of Minutes from the Last Meeting

- Vice Chair Clay moved to approve the July 2025 board meeting minutes, and Commissioner Cravens seconded the motion. All were in favor, and none opposed. The motion was approved.

IV. Matters Arising from the Minutes

- No matters arose from the minutes.

V. Director's Report

- Executive Director Nathan Ferreira presented his Director's Report.
 - Human Resources
 - Two roles are currently open – FSS Coordinator I and Maintenance Technician.

- Ashley Spradley and Matt Kelso left last month. Brandy Gonzalez's internship came to an end.
 - The Orientation Binder will be complete by the January Board Retreat and post
 - The Handbook will be complete by the end of the year.
 - The Salary Study is complete.
- Kudos were given to Lowell Torres and Rukus Harris for their successes with the Grocery Shuttle.
 - They received a Nan McKay Award honorable mention for the BHA Grocery Shuttle program. They are now looking for ongoing funding for the shuttle program.
- Outreach
 - Provided an interview for the IN Chamber magazine, which went to print this month. Nathan will send a copy to the Board.
 - Nathan presented BHA updates and annual information to the City Council.
 - BHA had a booth at the Festival d'Otano.
- Housing Choice Vouchers
 - The Board was interested to know how much BHA is being affected by the Federal cuts.
 - Nathan explained that there is uncertainty around what cuts will be made and how they will affect BHA.
- Property Management
 - The waitlists remain closed.
 - Vacancies have been a bit higher lately, but maintenance has been working diligently to complete the turnover process, and property management is working hard to fill these units.
 - The annual inspection for the lenders went well.
 - Commissioner Morgan asked if George, BHA's inspector, is involved in the situation at Crawford. George inspects the units that are used by voucher holders.
- Development
 - The Kohr Community Flats contingency is being spent quickly but remains on target currently. Nathan is working closely with BCM.
 - Nathan will find out in November if the Kohr project is awarded Federal Home Loan Bank funds.
- Housing Stability Programs
 - Jessica is waiting on funds for the City of Bloomington 2026 budget approval to expand the LMRF program.
- Family Self-Sufficiency Program
 - There are currently 65 participants.
- Resident Services
 - Received Nan McKay's 2025 Resident Service Award Honorable Mention for the Grocery Shuttle program.
 - Halloween event will take place on October 29th
 - Resident Council is organizing an October Wonder Women event with a focus on women's services.

VI. Financial Statements

- Finance Director Dhara Patel presented the Financial Statements for July and August 2025, 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).
 - Dhara explained the movement of funds from COCC to Summit Hill CDC accounts and how it impacts the reports.

VII. Unfinished Business (presented prior to Financials this month)

- Capital Assets Manager Rhonda Moore presented the Assets Management Report, which included an update on the Chandler Early Learning Center, Kohr building, Solar panel projects, and office renovations.
 - Building Associates (BA) is framing inside. The metal roof has been installed. SCCAP has approved selected playground equipment. BA has made substantial progress on the exterior of the building. They have hung drywall in the apartments upstairs.
 - BCM is working on electrical and plumbing rough-ins, as well as ceiling grids, on all floors of the existing building.
 - Rhonda is working with Shawn Mia at the City's Economic Sustainability Department to install solar at all three complexes and the Early Learning Center. The city donated around 600 panels.
 - Office renovations are progressing. The cabinets in the kitchen, epoxy floors, and some door card readers have been installed. Rhonda estimated a late October completion date.
 - CGR Services completed the installation of the bike pods and covered bicycle parking on Lindbergh Street, covered bike parking on Illinois Street, and installed bike racks to the north of the Smith Center on Summit Street. They are currently replacing several sections of sidewalks throughout Crestmont. These improvements were funded through a Community Development Block Grant awarded by the City HAND Department.
 - BHA is close to getting its final RAD II permit.

VIII. New Business

- The Administrative Plan and Annual Plan public session was advertised in public notice as well as social media and the BHA website for 9am, and there was a virtual and in-person option to attend; however, no one came to comment.
- The Administrative and Annual Plans will proceed to a Board vote.

IX. Reports of Committees

- There were no committee reports this month.

X. Resolutions

- 2025.09-01: Disposition Policy
 - The changes are in an effort to make the disposition policy less burdensome to BHA staff and make it more efficient to dispose of items.
 - This edit also includes policy wording around how to handle live animals left behind when a tenant moves out. This happens a couple of times a year.
 - This policy also allows maintenance to acquire items to use for BHA. These items must be recorded in the inventory.
 - Vice Chair Clay made a motion to approve Resolution 2025.09-01, and Commissioner Lutes seconded the motion. Roll call was held. All were in favor. None opposed. Motion approved.
- 2025.09-02: HCV Payment Standard
 - Every year, HUD publishes Fair Market Rents. These went down by around 3% this year.
 - The payment standard is a cap of how much the HCV can pay toward rent. PHAs can set their payment standard at 90-110% of the Fair Market Rent.
 - BHA is setting the standard at 110%.
 - This will be effective January 1, 2026
 - BHA can hold families harmless, meaning current families who stay in their unit may keep the previous standard.
 - Commissioner Lutes explained that landlords in Bloomington have been selling their properties because an increase in supply has forced them to lower rents and they are unable to make a significant profit. This is happening especially with older units.
 - Commissioner Lutes made a motion to approve Resolution 2025.09-02, and Vice Chair Clay seconded the motion. Roll call was held. All were in favor. None opposed. Motion approved.
- 2025.09-03: Walnut Woods Parking Policy
 - BHA has struggled with parking at Walnut Woods because some tenants have more than one vehicle and there are not enough parking spaces. There is also no street parking in the area.
 - BHA will assign the parking spots to tenants and give them a permit that corresponds to the number on their parking spot. There will be visitor parking as well.
 - Commissioner Cravens made a motion to approve Resolution 2025.09-03, and Commissioner Morgan seconded the motion. Roll call was held. All were in favor. None opposed. Motion approved.
- 2025.09-04: Administrative Plan
 - Every year, BHA makes changes according to HUD recommendations.
 - A Board member asked what the HUD definition of homeless is. Jessica responded that it is any individual or family residing in a place that is considered inappropriate for long-term habitation, for example, a shelter, storage container, car, etc.
 - Emergency Housing Vouchers are expiring. Anyone using these vouchers will be given priority points, so they will be at the top of the HCV waitlist.
 - BHA's updates serve to eliminate some barriers to housing for those in Monroe and the surrounding counties.
 - Vice Chair Clay made a motion to approve Resolution 2025.09-04, and Commissioner Cravens seconded the motion. Roll call was held. All were in favor. None opposed. Motion approved.
- 2025.09-05: Annual Plan

- Annual plans are still required for HCV-only PHAs like BHA.
- A Strategic Plan update will be made based on this plan at the January Board Retreat.
- Commissioner Cravens made a motion to approve Resolution 2025.09-05, and Commissioner Morgan seconded the motion. Roll call was held. All were in favor. None opposed. Motion approved.

XI. Other Business

- Elaine is stepping off the Board of Commissioners in January.
- Nathan is working on Board recruitment. He will have more on that next month.
- Elaine is setting up a subcommittee for the Strategic Planning Retreat.
- Commissioner Lutes offered her conference for the retreat.
- Dhara will be in India next month, so Troy will attend the October Board Meeting in her stead.
- Sherry Clay is resigning from the Resident Council.

XII. Adjournment

- Vice Chair Clay moved to adjourn the meeting, and Commissioner Cravens seconded the motion. All were in favor, and none opposed. The motion was approved.
- The meeting adjourned at 9:20 a.m.

XIII. Executive Session

- No executive session

Respectfully submitted by: Christine Lovelace, Executive Assistant

Approved by Nathan Ferreira