

# ***Bloomington Housing Authority***

## ***Board Meeting Minutes***

**February 22<sup>nd</sup>, 2024**

### **I. Call to Order**

**Chair Elaine Amerson** called to order the regular meeting of the **Bloomington Housing Authority Board of Commissioners** at **8:31 A.M. on Thursday, February 22<sup>nd</sup>, 2024**, in person at the BHA Community Room, located at 1007 N Summit St., Bloomington, IN 47404.

### **II. Roll Call**

Those present in person were: Chair Elaine Amerson; Vice Chair Sherry Clay; Commissioners Mary Morgan, Tracee Lutes, Sue Wanzer, Jerry Cravens, and Nordia McNish; 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 Supervisor Daniel Harmon, Property Manager Janice Price, and Administrative Assistant Ashley Spradley.

Guests: Stephanie LaFontaine, City of Bloomington HAND

Absent: Executive Director Kate Gazunis

### **III. Approval of Minutes from the Last Meeting**

A motion was made to approve the amended board meeting minutes for January 25<sup>th</sup>, 2024, by Sue Wanzer and Jerry Cravens. All were in favor. None opposed. Motion approved.

### **IV. Financial Statements**

The Director of Finance, Dhara Patel, communicated that she would not personally read the financial statements aloud. However, she encouraged board members or any other relevant parties to address any inquiries pertaining to the financials.

Executive Director Kate Gazunis stated that we will be giving them all another look at the bottom line. She says we went through and changed our allocation of costs. We went back and allocated costs on square footage in RAD I, II, and the Community Building. We have a much more specific per-project cost.

## **V. New Business**

### **1. Meth Contamination Challenge**

Executive Director Kate Gazunis says we have been discussing meth and meth contamination for some time now. We have a chart showing the turnover time of meth units vs. regular units. Pictures of a unit that tested positive for meth were shown to all parties in the room. Property Manager Janice Price says the removal of items in the one unit costs about \$12,000.

Property Manager Janice Price says that the Indiana Code says once a unit is tested above a .5 meth contamination, the personal items in the unit must be disposed of. She says sometimes the judge will order us to remove the items and sometimes the tenant must remove them.

Property Manager Janice Price says we have been tracking meth units since 2015. We have tested over 100 units over a 9-year time frame. Of those, 45 came back over the .5 limit. She says the average cost to turn over a meth unit is \$10,000.

## **VI. Old Business**

### **1. Asset Management Report**

Capital Assets Manager, Rhonda Moore, gave the following updates to the Board: Rhonda says BCM is making significant progress cleaning up the Crestmont grounds. Snedegar is still working on the grounds. The community building is substantially complete. There are a few items on backorder. The furniture will be delivered next week.

We have selected Verkada to provide the camera system for the community building. Dumpster enclosures behind the community building is being worked on. Duke is still working on hooking up buildings to underground permanent electrical.

Nordia asked what have we done to ensure that we do not have any issues with the camera systems. Rhonda stated that we have a 10-year warranty on the cameras.

## **VII. Director's Report**

### **1. Development Updates**

Executive Director Katherine Gazunis stated that as of the 15<sup>th</sup> of last month, she still has not heard from Sara Peterson. She will look into another facilitator. Kate listed 13 items that need to be captured in the strategic plan from a staff perspective.

HCV Program Supervisor Daniel Harmon has an update to the HCV Administrative Plan and Executive Director Kate Gazunis needs to update the HUD 5-Year Plan. Her update is due July 15<sup>th</sup>.

Commissioner Elaine Amerson asked Nathan F about any SHCDC business since there will not be an SHCDC Board Meeting. Nathan stated that the first house on the Land Trust will be closing in March. We are going to try and schedule an open house on one of those houses. The city gave us the go-ahead to move forward with bidding on the Early Learning Center project. The bid deadline is March 26<sup>th</sup>. Owen County State Bank is on board with mortgages with the land trust.

CBU and Trinitas did not complete the storm water work that they were supposed to complete. CBU has arranged for them to take over ownership of a stake permit called the CSGP. Indiana Department of Management did not allow CBU to take this over. They have asked us to take it over. We have to take this over since we are now the owners. We are working with CBU to make sure that they are responsible for the work that wasn't completed.

Executive Director Kate Gazunis shared that the SEMAP scores were 100 for the HCV program.

## **2. Staff Updates**

Commissioner Elaine Amerson wanted to note the board's appreciation for the staff kudos.

Housing Stability Coordinator Jessica Craig has been discussing the program with students and should be receiving applications by the end of February.

Commissioner Mary Morgan encourages everyone to read the profile of Daniel Harmon that Heading Home of South Central Indiana put together.

Mary asked if everyone received a call regarding the board compositions. A few board members have stated that they have, others have not. Mary Morgan stated that Crystal Ritter from the mayor's office is the one making the calls.

## **VIII. Adjournment**

A motion to adjourn was made by Sue Wanzer and seconded by Sherry Clay. The meeting adjourned at 9:15 a.m.

Respectfully submitted by: Ashley Spradley, Administrative Assistant.

Approved by: Kate Gazunis, Executive Director