

Bloomington Housing Authority

Board Meeting Minutes

October 1, 2024

Note: Regular September meeting was postponed until Oct 1

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 Tuesday, October 1, 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, Jerry Cravens, Tracee Lutes, and Nordia McNish; Executive Director Kate Gazunis, Capital Assets Manager Rhonda Moore, Director of Real Estate Nathan Ferreira, and Director of Finance Dhara Patel

Absent: Commissioner Sue Wanzer

Chair Elaine Amerson noted that due to travel and training conflicts, the regularly scheduled September 26 meeting was rescheduled for October 1, and proper public notice was given. A brief Special meeting was held on September 17 to pass Resolution 2024-07 to Authorize Approval of the Security Camera System Installation Contract #2024-11 and Resolution 2024-10 to Approve the 2024 4th Quarter Budget. Both resolutions were unanimously approved.

III. Approval of Minutes from the Last Meeting

Commissioner Lutes moved to approve the July 25, 2024 board meeting minutes, and Commissioner McNish seconded it. All were in favor, and none opposed. The motion was approved.

ED Gazunis stated that the minutes of the Special Meeting on September 16 would be presented at the regular October meeting.

IV. Financial Statements

1. Finance Manager Dhara Patel provided written Financial Statements for August 2024, 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).

The Commissioners asked Patel to clarify the new color coding on the financial report. Patel also explained that the prepaid items were now zeroed out and with the anticipated payments from HUD, both the HAP and the Admin Fees were in the black for both the current month and the YTD.

Commissioner Clay moved to accept the financials subject to audit, and Commissioner Cravens seconded the motion. All were in favor, and none opposed. The motion was approved.

V. New Business

1. Resolution 2024-11 HCV Payment Standards for 2025

ED Gazunis presented a proposal to set the voucher Payment Standards (PS) at 110% of Fair Market Rents (FMRs) for 2025 in alignment with the “basic range” set by the Department of Housing and Urban Development. Commissioner McNish stated that by reducing the PS from 120% this year to 110% next year, the net increase would only equal approximately 1%.

ED Gazunis explained that not only would the BHA have to get special permission from HUD headquarters to continue setting the PS at 120%, but the purpose of setting them that high was to go into deliberate shortfall, have HUD reset the annual Budget Authority, and be able to issue ~100% of the vouchers. She explained that it would not be a good fiscal policy to go into Shortfall again in 2025.

Commissioner Cravens moved to approve setting the 2025 Payment Standards at 110% of FMR, and Commissioner Clay seconded the motion. All were in favor, and none opposed. The motion was approved.

2. Media Plan

ED Gazunis presented the social media and public outreach plan that Brandy Gonzales, an IU intern, developed for BHA. The presentation included the website, FaceBook, and Instagram. Commissioner McNish expressed concern about who was monitoring this information, and Gazunis stated that she was Gonzales’s supervisor and assured the commissioners that everything posted was preapproved.

VI. Old Business

1. Asset Management Report

Capital Assets Manager Rhonda Moore presented the update on the trees, the bus stops, and the internet and announced that the RAD II interior renovations were complete. She stated that CGR, the company that has done all of the flat work for the RAD conversions, would host a celebration of work ending at Crestmont on the next day, October 2. She also announced a public celebration of the Gigabyte Now and Hoosier Net high-speed internet connection on October 9. This project partnered with the City of Bloomington’s Digital Equity program.

2. Bylaws

Commissioner Tracee Lutes, the bylaws committee chair, presented the new bylaws a final time, highlighting the work the committee had done. The bylaws committee was comprised of her, Commissioner Morgan, and Commissioner McNish. Chair Amerson

and other board members thanked the committee for all of their work on this updated version of the bylaws.

Commissioner Lutes moved to approve the amended bylaws, and Commissioner McNish seconded the motion. All were in favor, and none opposed. The motion was approved.

3. Kohr Resolutions

The Board of Commissioners considered all 12 of the documents submitted for their review on September 17 –

1. the resolutions from the Bloomington Housing Authority (“BHA”) approving Kohr Community Flats (the “Project”),
2. the organizational resolution of Affordable Housing of Bloomington, Inc. (the “Nonprofit”),
3. the Nonprofit’s Articles of Incorporation,
4. the Nonprofit’s Bylaws,
5. the resolution of the Nonprofit approving Kohr Opportunity Housing Redevelopment Manager, LLC (the “Non-Managing Member”),
6. the Non-Managing Member’s Articles of Organization,
7. the Non-Managing Member’s Operating Agreement,
8. the resolution of the Nonprofit approving Bloomington Housing Development, LLC (“BHA Developer”),
9. BHA Developer’s Articles of Organization,
10. BHA Developer’s Operating Agreement,
11. the resolution of the Nonprofit approving the Project, and
12. the resolution of Summit Hill Community Development Corporation (“SHCDC”) approving the Project.

Commissioner Clay moved to approve the Kohr Resolutions and documents, and Commissioner Lutes seconded the motion. Chairperson Amerson asked for a Roll Call vote for each resolution. All were in favor, and none opposed. The motion was approved.

VII. Director’s Report

1. Development Updates

ED Gazunis reiterated that BHA anticipates having greater than 93% occupancy by the end of September which will allow the BHA to convert to permanent financing in January, 2025.

2. Administrative Updates

ED Gazunis reported that she would be submitting the PHA Five-Year Plan to HUD in mid-October in compliance with the new FY/CYE. The plan will include the recently completed 2025-2030 Strategic Plan the Board worked on in July, and would be submitted to the City for review to be in compliance with the City’s Consolidated Plan.

- a. **HCV Shortfall Update** – ED Gazunis reported that BHA received a letter from HUD indicating the BHA would be receiving an additional \$1,727,960 before the end of the year to bring the authority out of shortfall.

3. Staff Updates

ED Gazunis asked the Board to know that in addition to the thank you note that a resident had sent to Rukus, that Rukus had acted quickly to call 911 when one of the residents on the grocery shuttle was in distress. She later received a call from the emergency team stating that her instincts likely saved that resident's life. Gazunis requested that the board members acknowledge Rukus if they had an opportunity.

VIII. Adjournment

Commissioner Clay made a motion to adjourn and Commissioner Lutes seconded the motion. All were in favor. None opposed. Motion approved. The meeting adjourned at 9:48 a.m.

Respectfully submitted by: Kate Gazunis, Executive Director
Approved by: