

Bloomington Housing Authority
Board Meeting Minutes

January 28, 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, January 28, 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
- Tracee Lutes, Commissioner
- Nordia McNish, Commissioner
- Susan Wanzer, Commissioner
- Mary Morgan, Commissioner
- Jerry Cravens, Commissioner

Staff

- Nathan Ferreira, Executive Director
- Kate Gazunis, Former Executive Director
- Rhonda Moore, Capital Assets Manager
- Ryan Stills, Director of Real Estate
- Dhara Patel, Director of Finance
- Christine Lovelace, Executive Assistant

Absent: None

Guests: Stephanie La Fontaine, City of Bloomington, and Eddie Riou, SCCAP

III. Approval of Minutes from the Last Meeting

- Commissioner McNish moved to approve the December 2024 board meeting minutes, and Commissioner Clay seconded the motion. All were in favor, and none opposed. The motion was approved.

IV. Matters Arising from the Minutes

- Nathan brought forward the need to correct resolution numbers for December 2024. Two resolutions were numbered 2024-12. Resolution 2024-12, titled Bloomington Housing Authority Sick Leave Share Policy, will be renumbered to 2024-17. Chair Amerson and the Board accepted this change in number.

V. Director's Report

- Nathan presented his Director's Report, which included development updates on RAD II Crestmont, Kohr Community Flats, and the Summit Hill CDC.
 - Regarding the sale of market-rate homes in Arlington Commons, Nathan clarified that Summit Hill CDC is paid for the land, and Clear Creek Developers receives market value upon the sale of the home. The money received for the land goes into a subsidy for low-income home buyers.
 - There are currently two homes for all in Arlington Commons, one at market rate and one restricted to a low-income household.
 - Progress on the Early Learning Center is stalled due to weather and additional City permitting requirements.
- Nathan presented his administrative updates, which included financials, human resources, the HCV Program, and property management.
 - In response to a question about the issuance of vouchers frozen by HUD, Nate explained that the BHA will know more at tomorrow's meeting with HUD. It remains to be seen how the Executive Order freezing all grant funds will affect vouchers.
 - The BHA does not have its final insurance certificates for this year, but it anticipates much lower premiums, which will be positive for the budget.
 - The commissioners had questions about the Landlord Risk Mitigation Fund (LRMF). The LRMF program is still on hold because the City determined that ARPA funds could not be used
 - BHA received more ARPA funds for emergency housing (\$60K for 40-50 households).
 - This should not be affected by the recent Presidential Executive Order.
 - Stephanie LaFontaine confirmed that these already have a dispersal deadline and should not be affected by current changes at the federal level.
- Nathan completed his report with an update on Resident Services and recognition to Julia Kerr for her exemplary effort in leasing the newly renovated and vacant units.

VI. Financial Statements

- Finance Manager Dhara Patel provided written Financial Statements for November and December 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).
 - RAD I financials were discussed
 - For this month, Expenses exceeded Revenue due to mold issues that cost \$273K to remediate and repair.
 - The cause of the mold issues is unknown.
 - The RAD conversion included crawlspace updates including turtle crawl spaces and encapsulation.
 - The insurance only covered \$15K and was outside any warrantee.

- Commissioner Lutes mentioned that grading away from the foundation and improving drainage are key aspects of mitigating wet crawlspaces.
 - BHA Savings in the RAD I account were used to cover the cost.
 - Dhara will include a summary of the Balance Sheet in the financial report in the future.
- Commissioner Wanzer moved to accept the financials, and Commissioner McNish seconded the motion. All were in favor, and none opposed. The motion was approved.

VII. Unfinished Business

- 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, office renovations, camera installation and internet.
 - The architects suggested using an additional drywall layer instead of sprinklers in the basement ceiling at the Chandler Early Learning Center, which meets building code requirements.
 - Comcast will remove the overhead lines only; however, weather has postponed this project until March.
 - HoosierNet hookup at Reverend Butler has been postponed until the crawlspace issues are cleared. They have fiber lines.
 - The Camera systems chosen are the same cameras used at the Bloomington Police Department (BPD) and Cook. They come highly recommended. The purchase of these security cameras went through the established BHA procurement process. The BPD can check the footage with a link provided by BHA, which simplified the process of sharing footage when there is a crime.
- A discussion was had about the IU O'Neill SPEA Tree Report, including funding by the City of Bloomington, the impact of trees on sidewalks and sewer lines, and neighborhood improvement needs, including traffic calming and waste stations.
 - Commissioner McNish requested that BHA suggest to Bloomington Parks and Recreation that seating be installed near the basketball courts.

VIII. New Business

- The Commissioners discussed the November meeting date and August recess.
- Commissioner Wanzer moved to hold the November 2025 meeting on December 2, 2025, and Commissioner Morgan seconded the motion. All were in favor, and none opposed it. The motion was approved.
- The Board maintained the standard August recess.

- The Commissioners acknowledged receipt of the staff holiday calendar for 2025. This acknowledgment required no approval.

IX. Reports of Committees

- There were no committee reports this month.

X. Resolutions

- Commissioner Lutes made a motion to approve Resolution 2025.01-01 to award the solar panel installation contract, and Commissioner Cravens seconded the motion. Roll call was held. All were in favor. None opposed. Motion approved.

XI. Other Business

- Elaine announced that BHA will have a table at the Habitat for Humanity Annual Event on March 11 at 5:15 p.m.
 - Attending is no cost, but it is a fundraiser, so contributions are requested. Elaine asked for RSVPs by Thursday afternoon.
 - Habitat for Humanity participants benefit from our FSS program, which is a way to affirm our connection in service to our community.
- Commissioner McNish met with the Mayor about funding Landlord Risk Mitigation. The Mayor committed to finding funding.

XII. Adjournment

- Commissioner Lutes moved to adjourn the meeting and Commissioner Wanzer seconded the motion. All were in favor, and none opposed. The motion was approved.
- The meeting adjourned at 9:23 a.m.

Respectfully submitted by: Christine Lovelace, Executive Administrative Assistant with guidance from Kate Gazuris

Approved by: 

Resolution 2025.01-01

AUTHORIZING APPROVAL OF THE CRESTMONT SOLAR SYSTEM INSTALLATION CONTRACT #2024-16

Whereas, the Board of Commissioners of the Housing Authority of the City of Bloomington, IN is authorized by the U.S. Department of Housing and Urban Development to approve contracts for said agency, and;

Whereas, the Housing Authority of the City of Bloomington, IN has determined the most feasible proposal for Solar System Installation Project, was submitted by MPI Solar, shall be awarded and a contract issued in the amount of \$200,000, which is being funded from City of Bloomington Department of Economic and Sustainable development, and;

Whereas, the Board of Commissioners of the Housing Authority of the City of Bloomington, Indiana has determined these expenditures are necessary expenses in the efficient and effective operation of the Housing Authority of the City of Bloomington, IN for the purpose of serving low-income families, and;

NOW, THEREFORE BE IT RESOLVED BY the Board of Commissioners of the Housing Authority of The City of Bloomington, Indiana, that a contract is to be awarded to MPI Solar for Solar System Installation Project #2024-16.

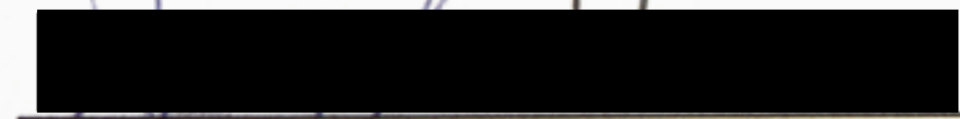
Passed this 28TH day of January, 2025.



Elaine Amerson, Chairman



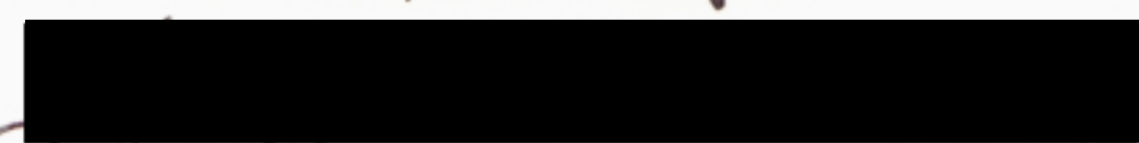
Sherry Clay, Vice Chairman



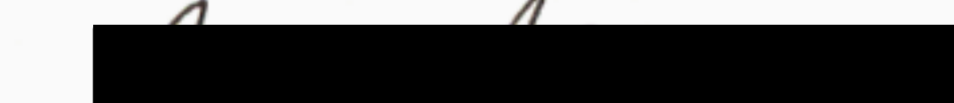
Jerry Cravens, Commissioner



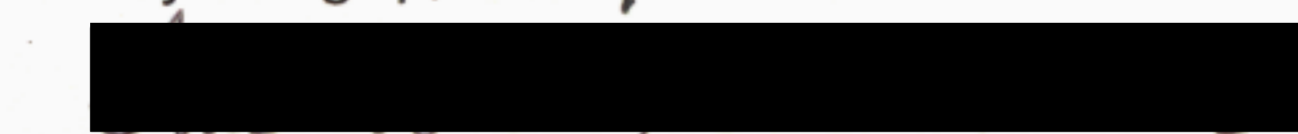
Sue Wanzer, Commissioner




Nordia McNish, Commissioner



Mary Morgan, Commissioner



Tracee Lutes, Commissioner



Nathan Ferreira, Secretary/Treasurer