

Bloomington Housing Authority Board Meeting Minutes

April 22, 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, April 22, 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
- Nordia McNish, Commissioner
- Mary Morgan, Commissioner
- Susan Wanzer, Commissioner

Staff

- Nathan Ferreira, Executive Director
- Dhara Patel, Director of Finance
- ~~Daniel Harmon, HCV Director~~
- Ryan Stills, Director of Real Estate
- Rhonda Moore, Capital Assets Manager
- ~~Rukus Harris, Resident Service Coordinator~~
- Jessica Craig, Housing Stability Coordinator
- Christine Lovelace, Executive Assistant

Absent: Daniel Harmon, Rukus Harris

Guests: Stephanie LaFontaine, City of Bloomington

III. Approval of Minutes from the Last Meeting

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

IV. Matters Arising from the Minutes

- None

V. Director's Report

- Executive Director Nathan Ferreira presented his Director's Report, which included development updates on RAD II Crestmont, Kohr Community Flats, and the Summit Hill CDC.
 - The completed home in Arlington Commons is expected to close in the next two weeks.
 - BHA is in conversations with the Interfaith Alliance about funding and land to build on.
 - RAD II closed on April 15th, 2025
 - Freddy Mac had last-minute additional requirements for insurance, which delayed the closing.
 - They required firearm and pet-attack insurance, which insurance carriers typically exclude because it is very difficult to manage this risk.
 - Our insurance broker found one insurance company willing to add this additional coverage, but it would have added approximately \$300,000 to the annual premium. The RAD II cash flow can not absorb this additional cost.
 - Freddy Mac allowed the closing to proceed with a commitment from BHA to set aside a 6-month debt service reserve.
 - 2 months of the reserve had to be shown at closing, and the rest will be added to the reserve over the next 12 months.
 - This will reduce the available cash for RAD II but does not inhibit a workable budget.
 - Our developer, Brinshore, researched this issue further and found that Fannie Mae has also begun requiring this.
 - This will be something to contend with in the future.
 - Commissioner Wanzer asked if these requirements were imposed because this is affordable housing. Is there bias in the lending requirements?
 - Commissioner Lutes said that liability insurance is becoming an issue in the commercial market as well. Not specifically guns, but they are cracking down on rooves and other liabilities.
 - Chair Amerson wanted to know if these requirements are being put on the big high-rise buildings being erected in Bloomington.
 - Commissioner Lutes said that she would look into it.
 - Commissioner Lutes mentioned that these gun and dog insurance could be geographically motivated, which historically has been considered a form of redlining.
- Nathan presented his administrative updates, which included financials, human resources, the HCV Program, and property management.
 - The Maintenance Tech Groundskeeping Assistant position is still open and has been challenging to fill. HR and Maintenance are working hard to fill the role.
 - Commissioner Wanzer asked why we are having a hard time filling the maintenance tech position.
 - Some reasons, including the type of work and reaching the right candidates, were cited. The pay range has been increased.
 - The Board offered ideas on where to advertise the position.
 - Vice Chair Clay and Rukus Harris represented BHA at the NAHRO regional conference in Detroit.

- Community Outreach
 - BHA will offer an End-of-School event on May 24th, a Family Night on June 18th, and a National Night Out event on August 5th.
- Illinois Court
 - BHA is in conversation with the City of Bloomington about acquiring Illinois Court so that BHA can monitor and address parking issues for tenants.
 - It is a potentially expensive process, but may be the best solution for relieving current parking issues.
 - The City has not been able to handle parking issues quickly enough.
 - Commissioner Wanzer asked if the City could create 2-hour parking. This may not alleviate the problem.
- Commissioner McNish asked about the interns' impact on BHA and the benefits to the interns.
 - Lauren and Luca are working with RAD households to provide life skills training to keep their homes clean and safe. They have made great strides in pest control/prevention in the last 4 months.
 - Interns allow us to expand our reach to households that have less intensive needs.
 - A new intern from the IU School of Social Work has been hired to start in August.
 - The School of Social Work connects BHA with students looking for case management experience.
 - The O'Neill school is contacted for other internship opportunities.
 - BHA is open to working with other educational institutions that have talent pools related to BHA's internship needs.
- Housing Choice Vouchers
 - The HCV program is now reissuing vouchers. 25 vouchers are expected in May, which will first address the housing mobility vouchers waitlist.
 - Other agencies can also apply for the vouchers and Area 10 Agency as well as Middle Way House will likely utilize some vouchers.
 - On April 29th, the waitlist will open back up. There are 214 applications still on the list.
 - Duplicates were removed from the list and the HCV team made multiple attempts to reach everyone on the list. Those whose contact information was no longer up to date were removed from the list.
- Social Services
 - The Housing Stability Coordinator, ROSS Coordinator and Property Manager have been meeting about RAD households who need additional services to address chronic issues impacting their ability to pay rent or remain stable in their housing.
- The Emergency Housing Voucher program is ending in 2026 as funds have diminished nationally.
 - Jessica and HCV Director, Daniel Harmon, are partnering to ensure that these families continue to get support beyond the funding of EHV.
 - BHA has not been able to issue additional vouchers in 2 years.
 - Commissioner McNish asked who the targeted population was for this program.
 - People who are at risk of homelessness.

- This was separate from the HUD VASH program for Veterans.
 - The Eviction Prevention pilot program will begin accepting referrals in May.
 - The program can offer participants \$2,000 to \$4,000 per household to assist with past-due rent and utilities.
 - This program will pair with the Landlord Risk Mitigation program.
 - Commissioner McNish asked how this program will pair with CJAM's eviction program.
 - CJAM can be a referring partner to BHA's Eviction Prevention.
 - CJAM does not provide financial assistance, and its program participants are already in eviction court when they offer mediation services. BHA's program hopes to intervene at least 2 weeks prior to an eviction date.
 - New Hope and other organizations can also refer participants.
 - Commissioner McNish asked where long-term funding will come from.
 - ARPA, the City of Bloomington, and HAND are all potential sources of funding.
 - Resident Services
 - Rukus was successful in acquiring the HUD ROSS grant!
 - Resident Council
 - The Easter Egg Hunt was cancelled last week and will be rescheduled.
 - A meal site is being considered for Walnut Woods. A minimum number of people must commit to meal pickup before they will start a program.
 - Vice Chair Clay spoke to the Walnut Woods building renovation needs.
 - Chair Amerson asked Stephanie LaFontaine if any other City funds are available. This will be researched.
 - Commissioner Wanzer thanked Vice Chair Clay for bringing the Resident Council Board officers to the Hoosier Hills Food Bank volunteer event.
- Nathan completed his report by recognizing staff members Jenna Scott, Julia Kerr, Lisa Hasler and Makayla Sims who were all selected by staff to be recognized for their contributions to BHA at the All-Staff meeting.

VI. Financial Statements

- Finance Director Dhara Patel provided written Financial Statements for March 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).
 - Audits are going smoothly, and the RAD I and II audits are complete.
 - There were no questions from the Commissioners.

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.

- 1777 South Park Avenue is being repaired after a neighbor drove through the front of the apartment.
 - HUD funding requires that BHA take the low bidder unless they are unresponsive or otherwise proven to be incapable of completing the job.
- Commissioner McNish asked if there is a safety issue with the internet wires that are down in the Crestmont neighborhood.
 - These are Comcast wires. Rhonda spoke with them and they are going to have them cleaned up by the end of the month.
 - These are not live wires but they could be tripping or other hazards.
 - BHA is not legally allowed to remove the lines.
 - If they do not clean them up by the end of the month, Chair Amerson suggested that BHA have a letter sent to Comcast from legal counsel.
- Gigabit Now/Trueline hit a sewer line in the Reverend Butler neighborhood. They cut out two sections of sidewalk to address the issue. CGR Services repaired the sidewalks. Rhonda is finalizing reimbursement.
 - The City of Bloomington has paused the contract with Gigabit Now

VIII. New Business

- There was no new business brought forth this month.

IX. Reports of Committees

- There were no committee reports this month.

X. Resolutions

- Resolution 2025.04-01: Office Renovation Contract
 - The contract is awarded to Building Associates.
 - This contract includes a 10% contingency.
 - Director of Real Estate, Ryan Still commented that many lenders are recording 15% contingency, partially due to the anticipated increase in the cost of materials.
 - It was asked why the funds were not being used for other projects within the neighborhoods.
 - These funds are allocated by HUD for public housing and the only public housing BHA has left is the administrative building. The funds must be returned if not used.
 - These updates assist BHA in effectively serving the mission of the organization and the expanding reach of its projects.
 - Commissioner Lutes moved to approve Resolution 2025.04-01, and Commissioner Wanzer seconded the motion. All were in favor, and none opposed. The motion was approved.

XI. Other Business

- Commissioner McNish thanked Dhara for all her hard work.

XII. Adjournment

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

Respectfully submitted by: Christine Lovelace, Executive Assistant

Approved by: Nathan Ferreira

Resolution 2025.04-01

AUTHORIZING APPROVAL OF OFFICE RENOVATION CONTRACT #2025-01

Whereas, In accordance with the applicable regulations promulgated by the United States Department of Housing and Urban Development (HUD), the Board of Commissioners for the Housing Authority of the City of Bloomington (BHA) is authorized to approve the agency's Office Renovation contract; and,


Whereas, the Housing Authority of the City of Bloomington, IN has determined the low bid for Office Renovation Project #2025-01, submitted by Building Associates, Inc., shall be awarded and a contract issued in the amount of \$410,700, plus ten percent (10%) contingency, 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, IN, on April 22, 2025, that Resolution 2025.04.01 is approved.



Elaine Amerson, Chair



Jerry Cravens, Commissioner


Nordia McNish, Commissioner


Susan P. Wanzer, Commissioner


Sherry M. Gray, Vice Chair


Tracee Lutes, Commissioner


Mary Morgan, Commissioner


Nathan Ferreira, Secretary/Treasurer