

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’Otono.
- 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

Resolution 2025.09-01

TO APPROVE THE DISPOSITION POLICY DATED SEPTEMBER 23, 2025

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 (HUD) to set policy for said agency, and;

Whereas, the Housing Authority of the City of Bloomington, Indiana desires to provide procedures and guidelines for the disposition of materials and equipment that have become worn, damaged beyond economical repair, or are obsolete, will be disposed of efficiently and economically, promote equal treatment of purchasers, and provide provisions to rehome living animals and creatures, and;

Whereas, proper disposal and rehoming practices result in good public relations and avoidance of allegations of favoritism, collusion, or other improprieties.

NOW, THEREFORE BE IT RESOLVED by The Board of Commissioners of the Housing Authority of The City of Bloomington, IN, on September 23, 2025, that Resolution 2025.09-01 is approved.

[Redacted Signature]

Elaine Amerson, Chair

[Redacted Signature]

Sherry M. Clay, Vice Chair

[Redacted Signature]

Jerry Cravens, Commissioner

[Redacted Signature]

Tracee Lutes, Commissioner

Nordia McNish, Commissioner

[Redacted Signature]

Mary Morgan, Commissioner

Susan P. Wanzer, Commissioner

[Redacted Signature]

Nathan Ferreira, Secretary/Treasurer

Resolution 2025.09-02

RESOLUTION APPROVING FY 2026 PAYMENT STANDARDS FOR HOUSING CHOICE VOUCHER PROGRAM

- Whereas,** The Housing Authority of the City of Bloomington, Indiana is entrusted with the duty of providing assistance within its jurisdiction;
- Whereas,** The Housing Authority of the City of Bloomington, Indiana is required to establish a payment standard within a “basic range” established by the Department of Housing and Urban Development (HUD) – between 90 and 110 percent of the published Fair Market Rent (FMR) for each unit size;
- Whereas,** The Department of Housing and Urban Development (HUD) requires those Housing Authorities participating in the Housing Choice Voucher (HCV) Program to have Board approval of HCV Program Payment Standards;
- Whereas,** The Housing Authority of the City of Bloomington, Indiana wishes to obtain Board approval of HCV Program Payment Standards for FY2026 in compliance with Department of Housing and Urban Development regulation;

NOW THEREFORE BE IT RESOLVED, that the establishment of FY2025 Payment Standards by the Board of Commissioners of the Housing Authority of the City of Bloomington on this 23rd day of September 2025 to be effective January 1, 2026.



Elaine Amerson, Chair



Jerry Cravens, Commissioner

Nordia McNish, Commissioner


Susan P. Wanzer, Commissioner



Sherry M. Clay, Vice Chair



Tracee Lutes, Commissioner



Mary Morgan, Commissioner



Nathan Ferreira, Secretary/Treasurer

Resolution 2025.09-03

TO APPROVE THE BLOOMINGTON HOUSING AUTHORITY WALNUT WOODS PARKING POLICY

- 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 (HUD) to set policy for said agency, and;
- Whereas,** the Bloomington Housing Authority recognizes the need to establish clear and equitable rules for the use of Walnut Woods parking facilities to ensure efficient space allocation, safety, and order for all tenants and visitors; and
- Whereas,** the Bloomington Housing Authority has developed a Parking Policy outlining guidelines for parking eligibility, permit registration, space usage, and enforcement; and
- Whereas,** a copy of the proposed Parking Policy (the "Policy") has been presented to the Board of Directors for review and consideration; and
- Whereas,** the Board of Directors has determined that the adoption of the Policy is in the best interest of the tenants of the Walnut Woods complex.


NOW, THEREFORE BE IT RESOLVED by The Board of Commissioners of the Housing Authority of The City of Bloomington, IN, on September 23, 2025, that Resolution 2025.09-03 is approved.



Elaine Amerson, Chair

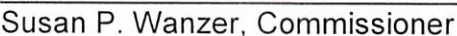

Sherry M. Clay, Vice Chair


Jerry Cravens, Commissioner


Tracee Lutes, Commissioner


Nordia McNish, Commissioner


Mary Morgan, Commissioner


Susan P. Wanzer, Commissioner


Nathan Ferreira, Secretary/Treasurer

Resolution 2025.09-04

RESOLUTION APPROVING UPDATES TO THE HOUSING CHOICE VOUCHER ADMINISTRATIVE PLAN

- Whereas,** The Housing Authority of the City of Bloomington, Indiana is entrusted with the duty of providing assistance within its jurisdiction, and;
- Whereas,** The Department of Housing and Urban Development Requires those Housing Authorities participating in the Housing Choice Voucher Program to have 'Board' approval of policy changes and;
- Whereas,** The Housing Authority of the City of Bloomington, Indiana wishes to revise the Housing Choice Voucher Administrative Plan to be in the compliance with the Department of Housing and Urban Development rules and regulations and clarify certain sections;


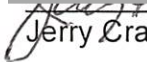
NOW, THEREFORE BE IT RESOLVED by The Board of Commissioners of the Housing Authority of The City of Bloomington, IN, on September 23rd, 2025, that Resolution 2025.09-04 is approved.



Elaine Amerson, Chair



Sherry Clay, Vice Chair

Jerry Cravens, Commissioner




Tracee Lutes, Commissioner

Nordia McNish, Commissioner



Mary Morgan, Commissioner

Susan Wanzer, Commissioner



Nathan Ferreira, Secretary/Treasurer

**Certifications of Compliance with
PHA Plan and Related Regulations
(Standard, Troubled, HCV-Only, and
High Performer PHAs)**

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
OMB No. 2577-0226
Expires: 09/30/2027

Resolution 2025.09-05

**PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and
Regulations including PHA Plan Elements that Have Changed**

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairperson or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the ___ 5-Year and/or Annual PHA Plan, hereinafter referred to as "the Plan," of which this document is a part, and make the following certification and agreements with the Department of Housing and Urban Development (HUD) for the PHA fiscal year beginning 01/01/2026, in which the PHA receives assistance under 42 U.S.C. 1437f and/or 1437g in connection with the submission of the Plan and implementation thereof:

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located (24 CFR § 91.2).
2. The Plan contains a signed certification by the appropriate State or local official (form HUD-50077-SL) that the Plan is consistent with the applicable Consolidated Plan, which includes any applicable fair housing goals or strategies, for the PHA's jurisdiction and a description of the way the PHA Plan is consistent with the applicable Consolidated Plan (24 CFR §§ 91.2, 91.225, 91.325, and 91.425).
3. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Resident Advisory Board or Boards in developing the Plan, including any changes or revisions to the policies and programs identified in the Plan before they were implemented, and considered the recommendations of the Resident Advisory Board (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the way the Plan addresses these recommendations.
4. The PHA provides assurance as part of this certification that:
 - i. The Resident Advisory Board had an opportunity to review and comment on the changes to the policies and programs before implementation by the PHA;
 - ii. The changes were duly approved by the PHA Board of Directors (or similar governing body); and
 - iii. The revised policies and programs are available for review and inspection, at the principal office of the PHA during normal business hours. Where possible, PHAs should make documents available electronically, for public inspection upon request.
5. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment. The PHA ensured all notices and meetings provided effective communication with persons with disabilities and further provided meaningful language access for persons with Limited English Proficiency (LEP).
6. The PHA certifies that it will carry out the public housing program of the agency in conformity with Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d-2000d—4), the Fair Housing Act (42 U.S.C. 3601-19), Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), Title II of the Americans with Disabilities Act (42 U.S.C. 12101 et seq.), the Violence Against Women Act (34 U.S.C. § 12291 et seq.), and other applicable civil rights requirements, and that it will affirmatively further fair housing in the administration of all HUD programs. In addition, if it administers a Housing Choice Voucher Program, the PHA certifies that it will administer the program in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, Section 504 of the Rehabilitation Act of 1973, Title II of the Americans with Disabilities Act, the Violence Against Women Act, and other applicable civil rights requirements, and that it will affirmatively further fair housing in the administration of all HUD programs.
7. The PHA will affirmatively further fair housing, in compliance with the Fair Housing Act, 24 CFR § 5.150 et seq., 24 CFR § 903.7(o), and 24 CFR § 903.15, which means that it will take meaningful actions, in addition to combating discrimination, that overcome patterns of segregation and foster inclusive communities free from barriers that restrict access to opportunity based on protected characteristics. Specifically, affirmatively furthering

fair housing means taking meaningful actions that, taken together, address significant disparities in housing needs and in access to opportunity, replacing segregated living patterns with truly integrated and balanced living patterns, transforming racially or ethnically concentrated areas of poverty into areas of opportunity, and fostering and maintaining compliance with civil rights and fair housing laws (24 CFR § 5.151). Pursuant to 24 CFR § 903.15(c)(2), a PHA's policies should be designed to reduce the concentration of tenants and other assisted persons by race, national origin, and disability. PHA policies should include affirmative steps stated in 24 CFR § 903.15(c)(2)(i) and 24 CFR § 903.15(c)(2)(ii). Furthermore, under 24 CFR § 903.7(o), a PHA must submit a civil rights certification with its Annual and 5-year PHA Plans, except for qualified PHAs who submit the Form HUD-50077-CR as a standalone document. The PHA certifies that it will take no action that is materially inconsistent with its obligation to affirmatively further fair housing.

8. For PHA Plans that include a policy for site-based waiting lists:
 - The PHA regularly submits required data to HUD's 50058 PIC/IMS Module and/or its successor system: the Housing Information Portal (HIP) in an accurate, complete and timely manner (as specified in PIH Notice 2011-65);
 - The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
 - Adoption of a site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
 - The PHA shall take reasonable measures to assure that such a waiting list is consistent with affirmatively furthering fair housing; and
 - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR 903.7(o)(1).
9. The PHA will comply with the prohibitions against discrimination based on age pursuant to the Age Discrimination Act of 1975.
10. In accordance with the Fair Housing Act, the PHA will not base a determination of eligibility for housing on actual or perceived sexual orientation, or marital status and will not otherwise discriminate because of sex (including sexual orientation).
11. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, 'Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped' for people with physical disabilities.
12. The PHA will comply with the requirements of Section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.
13. The PHA will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implement the regulations at 49 CFR Part 24 as applicable.
14. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
15. The PHA will provide the responsible entity or HUD any documentation that the responsible entity or HUD needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58 or Part 50, respectively.
16. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under Section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
17. The PHA will keep records in accordance with 2 CFR 200.302 and facilitate an effective audit to determine compliance with program requirements.
18. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act, the Residential Lead-Based Paint Hazard Reduction Act of 1992, and 24 CFR Part 35.
19. The PHA will comply with the policies, guidelines, and requirements of 2 CFR Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Financial Assistance, including but not limited to submitting the assurances required under 24 CFR §§ 1.5, 3.115, 8.50, and 107.25 by submitting an SF-424, including the required assurances in SF-424B or D, as applicable.

20. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the regulations and included in its Plan.
21. All attachments to the Plan have been and will continue to always be available at all locations that the PHA Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its PHA Plan and will continue to be made available at least at the primary business office of the PHA and, where possible, should be made available for public inspection in an electronic format.
22. The PHA certifies that it is following all applicable Federal statutory and regulatory requirements, including the Declaration of Trust(s).

City of Bloomington Housing Authority

IN022



PHA Name

PHA Number/HA Code

Annual PHA Plan for Fiscal Year 2026

5-Year PHA Plan for Fiscal Years 20__ - 20__

I/We, the undersigned, certify under penalty of perjury that the information provided above is true and correct. WARNING: Anyone who knowingly submits a false claim or makes a false statement is subject to criminal and/or civil penalties, including confinement for up to 5 years, fines, and civil and administrative penalties. (18 U.S.C. §§ 287, 1001, 1010, 1012, 1014; 31 U.S.C. §3729, 3802)

Name of Executive Director: Nathan Ferreria		Name Board Chairman: Elaine Amerson	
Signature: 	Date: 9-23-25	Signature: 	Date: 9-23-25

This information is collected to ensure compliance with PHA Plan, Civil Rights, and related laws and regulations including PHA plan elements that have changed.

Public reporting burden for this information collection is estimated to average 0.16 hours per year per response, including the time for reviewing instructions, searching existing data sources, gathering, and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions to reduce this burden, to the Reports Management Officer, REE, Department of Housing and Urban Development, 451 7th Street, SW, Room 4176, Washington, DC 20410-5000. When providing comments, please refer to OMB Approval No. 2577-0226. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

Privacy Notice. The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality.