

Bloomington Housing Authority Board Meeting Minutes

October 28, 2025

I. Call to Order

- Chair Amerson called to order the regular meeting of the Bloomington Housing Authority Board of Commissioners at 8:31 a.m. on Tuesday, October 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
- Jerry Cravens, Commissioner
- Tracee Lutes, Commissioner
- Nordia McNish, Commissioner
- Mary Morgan, Commissioner
- Susan Wanzer, Commissioner

Staff

- Nathan Ferreira, Executive Director
- Ryan Stills, Director of Real Estate
- Rhonda Moore, Capital Assets Manager
- Jessica Craig, Housing Stability Coordinator
- Christine Lovelace, Executive Assistant

Absent: Dhara Patel, Director of Finance

Guests: Stephanie LaFontaine, City of Bloomington; Troy Renbarger, Fee Accountant for BHA; Lisa Hasler, BHA Controller

III. Approval of Minutes from the Last Meeting

- Commissioner Craven moved to approve the September 2025 board meeting minutes, and Commissioner Lutes 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.
 - HR has two roles to fill – Maintenance Assistant and Maintenance Technician.
 - The orientation binder will be complete by the January Board Retreat.
 - The handbook revisions are scheduled to be completed by the end of the year.
 - Kudos were given to Stephen Robb. He has stepped up in many ways on the maintenance team.
 - Outreach:
 - Nathan did an interview with Novogradic. This type of press is beneficial as BHA enters into new projects and opportunities.
 - Ryan continues to present the Community Land Trust to the Bloomington community at the Homebuyer's Club and at Information Sessions.
 - 4-5 people follow up after each Homebuyer's Club meeting.
 - Information sessions have less follow-up from interested home-buyers.
 - Four staff attended the NAHRO conference.
 - Nathan attended sessions on post-RAD conversion.
 - Ryan made connections at the conference who have been very helpful in assessing the bond opportunities BHA is considering.
 - Housing Choice Vouchers
 - BHA must open the waitlist for the Emergency Voucher recipients; however, no new vouchers are being given out to the general waitlist.
 - BHA has thirteen more Emergency Voucher households to transition to HCV.
 - Property Management
 - BHA is close to receiving the final Crestmont/RAD II Monroe County Building Department occupancy permit.
 - Some shrubs needed to be replaced and update the final plan.
 - City of Bloomington must approve the plans before they are implemented.
 - Commissioner Lutes discussed the issues many builders are having with getting projects through planning. The lengthy and expensive process makes it harder to keep housing affordable.
 - Stephanie LaFontaine mentioned that groups spoke up about this issue at the Hopewell meeting.
 - The process is holding up the release of our developer fees.
 - Development
 - Arlington Commons has 6 homes in the purchasing process.
 - Clear Creek was selected as the developer.
 - Five homes are being sold at market rate. Ryan is working on adding more.
 - Commissioner Lutes listed the homes on the MLS for no fee and most buyer's agents have been amenable to not charging a fee as well.
 - Commissioner Lutes asked if the bank will need to approve the loan for the new build prior to the start of construction of each home.

- The homeowner must qualify for the bank loan prior to starting construction. Banks consider the amount of subsidy but not the Home Ownership Program.
 - The Allen St. Cottages purchase agreement has been signed.
 - Conversations continue with Lighthouse about the bond program.
 - There will be a special session on this program once more information is gathered. Nathan believes it is worth considering because it would increase workforce housing in Bloomington.
- Housing Stability Programs
 - Jessica is hosting a seminar next week. Intern, Kayley, has been instrumental in assisting families in finding housing.
 - Commissioner Morgan shared her appreciation for Jessica's involvement in the Permanent Supportive Housing Cohort in Bloomington.
- Family Self-Sufficiency Program
 - Jessica Marchbank has joined the team.
- Resident Services
 - Hoosier Fiber had an event at Walnut Woods.
 - They had to discontinue the low-income rate for the general population; however, they are working with BHA to maintain the lower cost for BHA units.
 - The Wonder Woman event went well with over 20 participants.
 - BHA is holding a food drive to help provide food for tenants while SNAP benefits are paused due to the government shut down.
 - Looking to partner with congregations, IU students, and other local businesses or organizations.
 - Commissioner Morgan suggested that BHA coordinate with the other organizations that are also working to feed households in need.
 - Commissioner Wanzer asked how to give monetary donations.
 - Jessica was going to send an email with ways to contribute.
 - Commissioner McNish mentioned Aldi's promotion of a \$40 Thanksgiving meal for a family of 10.
- Federal Update:
 - BHA's vouchers and administrative fees have been confirmed until the end of the year.
 - The Permanent Assistive Housing program is being targeted for elimination by the federal government. If this program is eliminated, it would impact the KOHR project.
 - The HUD regional office is closed due to the shutdown.
 - Thousands of positions at Fair Housing in the HUD Federal office have been eliminated.
 - Head Start funds are being targeted for elimination as well, which will heavily impact BHA residents.
- A City of Bloomington commissioner appreciation event will be held by the city.
 - Nathan will forward the email to commissioners.
- Nathan announced a tentative date for the Board Retreat.
 - Wednesday, January 14th or Thursday the 15th from 2pm to 6pm.

VI. Financial Statements

- Financial Consultant, Troy Renbarger, presented the Financial Statements for September 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).
 - Commissioner McNish asked why there is such a big number in the GAB unrestricted funds in the COCC account when the net income/loss is not that high. She wanted to know how stable the finances are since we are in a federally unstable moment in time.
 - Troy explained that COCC is the main operating account. The developer fees were paid into the COCC account and then moved into Summit Hill Development Corporation and the discrepancy in the income/loss numbers is a reporting issue that reflects this movement of funds. the number represents the cash in the bank account.
 - RAD I is stabilizing and RAD II is moving toward more stability; however, we still have to hold the 6-month reserve that was required at closing. There is no information on when this reserve will be released.
 - Insurance companies don't offer the insurance that Freddy Mac required for the closing.

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.
 - Chandler Early Learning Center is close to completion.
 - A ribbon cutting with SCCAP is being planned for mid to late January.
 - KOHR is behind schedule due to city road construction.
 - They have started framing.
 - Working with Shawn Mia at the city to get solar panels installed.
 - The Office renovation is scheduled to be
 - Rhonda and Lisa are working to get a new phone system in the BHA office and the Smith Center.
 - The bike pods are installed and CGR continues to replace concrete.

VIII. New Business

- Elaine Amerson has created two committees:
 - Annual Executive Director Review Committee: Lead by Jerry Cravens
 - Board Retreat Committee: Sherry, Sue and Nordia
- Elaine Amerson announced that she has sent her letter of resignation to the city.
 - She has served on the Board for eight years.

- The November meeting is scheduled for December 2, 2025 with an executive session following.
- There is no meeting for December.

IX. Reports of Committees

- There were no committee reports this month.

X. Resolutions

- 2025.09-01: Disposition Policy
 - The changes are in order to make the disposition policy less burdensome to BHA staff and make it more efficient to dispose of items.
 - This edit also includes policy around how to handle live animals left behind. This happens a couple of times a year.
 - This policy also allows maintenance to acquire items to use for BHA. These items must be documented.
 - 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%.
 - We can hold families harmless, meaning current families who stay in their unit may keep the previous standard.
 - 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.
 - Commissioner Lutes explained that landlords in Bloomington
 - 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 will be visitor parking as well.
 - BHA will assign the parking spots to tenants and number the spots.
 - There is no street parking
 - 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.
 - Definition of homeless: any individual or family residing in a place that is considered in appropriate 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 off of this in January Board Ret
 - 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

- Nathan is working on Board recruitment. He will have more on that next month.
- Sherry Clay is resigning from the Resident Council.

XII. Adjournment

- Commissioner Wanzer moved to adjourn the meeting, and Vice President Clay seconded the motion. All were in favor, and none opposed. The motion was approved.
- The meeting adjourned at 9:29 a.m.

XIII. Executive Session

- No executive session

Respectfully submitted by: Christine Lovelace, Executive Assistant

Approved by Nathan Ferreira