

# ***Bloomington Housing Authority Board Meeting Minutes***

February 3, 2026

## **I. Call to Order**

- Chair Amerson called to order the regular January meeting of the Bloomington Housing Authority Board of Commissioners at 8:30 a.m. on Tuesday, February 3, 2026, in person at the Lindsey A. Smith Community Center, located at 1002 N Summit St., Bloomington, IN 47404. This meeting was postponed from January 27<sup>th</sup> due to inclement weather and county travel restrictions.

## **II. Roll Call**

### **Commissioners**

- Elaine Amerson, Chair
- Sherry Clay, Vice Chair
- Jerry Cravens, Commissioner
- Tracee Lutes, Commissioner
- Nordia McNish, Commissioner

### **Staff**

- Nathan Ferreira, Executive Director
- Dhara Patel, Director of Finance
- Ryan Still, Director of Real Estate
- Rhonda Moore, Capital Assets Manager
- Jessica Craig, Supportive Services Manager
- Christine Lovelace, Executive Assistant

**Absent:** Mary Morgan, Commissioner; Susan Wanzer, Commissioner

**Guests:** Stephanie LaFontaine, City of Bloomington; Beverly Calender-Anderson, SHCDC director and incoming BHA commissioner

## **III. Approval of Minutes from the Last Meeting**

- Commissioner Clay moved to approve the November/December 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.
  - Nathan took the Bond Rating discussion off the agenda for today.
  - Today is Elaine's last Board meeting. There will be a celebration at the end of the meeting.
  - HR is currently working to fill three roles in the Maintenance Department – a Maintenance Assistant and two Maintenance Technician roles.
    - An offer was made yesterday for the Maintenance Assistant position.
    - These roles have been challenging to fill.
    - Building a relationship with Ivy Tech.
  - Nathan offered kudos to the front desk staff.
    - Juwana Brown and Michelle Hampton do their jobs with patience and professionalism, even when in hard situations.
  - Chandler Early Learning Center ribbon cutting has been delayed until April.
  - Housing Choice Vouchers
    - Waitlist remains closed. The list has just under 2000 applicants.
    - HUD is requiring PHAs to complete additional verification from SAVE to verify eligible immigration status. 15 BHA households needed documentation updates with only one household that may result in a reduction in HCV subsidy.
    - We are in a government shutdown; however, funding for BHA is secure through March.
  - Property Management
    - See the report.
    - Property Management recently purged its waitlist.
  - Development
    - This report will be given during the SHCDC meeting.
    - See Director's Report.
  - Supportive Services
    - Supportive Services is a new department that houses ROSS, FSS, and Housing Stability, led by Jessica Craig.
    - New education initiatives are being planned for 2026.
    - FSS has a graduate this month.
    - Rukus is working with Purdue Extension on health-related services and education.

## VI. Financial Statements

- Finance Director, Dhara Patel, presented the Financial Statements for December 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).
  - Elaine commented on her joy to see very little red.

- No further questions or statements from the Board.

## VII. Unfinished Business

- Capital Assets Manager Rhonda Moore presented the Assets Management Report.
  - The office renovations and construction of the Chandler Early Learning Center are contracted to Building Associates, and both projects are very far behind.
  - BHA received a \$200,000 grant for solar panel installation.
  - Rhonda will be attending the prebid meeting to replace the playground at Walnut Woods today.
  - The fences for Park Avenue, the intersection of 12<sup>th</sup> and 13<sup>th</sup>, and between the garage and barn are ready; however, the snow has delayed the installation.
  - Two storage pods have been auctioned off, and Rhonda has ordered a storage shed.
    - An engineer has to sign off that the footers are sufficient for the size of the building in order for the City of Bloomington to give a permit.

## VIII. New Business

- The Board meeting schedule for 2026 was included in the Board Packet. There were no questions or objections from the Board.
- An updated list of BHA holiday closures for 2026 was presented. This new structure is part of an update to the Employee Handbook, which will be ready in the near future.
- Bond Rating – This discussion was postponed.
- Conflict of Interest form signatures
  - All Commissioners must sign the conflict of interest form.
  - If there is ever a conflict of interest or a perception of one, Commissioners need to declare it.

## IX. Reports of Committees

- There were no committee reports this month.

## X. Resolutions

- 2026.01-01: Budget Resolution
  - Reduction in property insurance increases BHA's debt coverage ratio.
  - There is a balanced budget.
  - There is quite a bit of money coming into Summit Hill, but this
  - Commissioner Cravens made a motion to approve Resolution 2026.01-01, and Commissioner Lutes seconded the motion. Roll call was held. All were in favor. None opposed. Motion approved.
- 2026.01-02: Signing Authorization for Ryan Still
  - When closing on a loan, the lender required that he have signature authority for BHA as well as Summit Hill.

- Vice Chair Clay made a motion to approve Resolution 2026.01-02, and Commissioner McNish seconded the motion. Roll call was held. All were in favor. None opposed. Motion approved.
- 2026.01-03: Solar Contract to MPI
  - MPI Solar contract granted for \$198,982.
  - Commissioner Cravens made a motion to approve Resolution 2026.01-03, and Commissioner McNish seconded the motion. Roll call was held. Commissioner Lutes abstained. All were in favor. None opposed. Motion approved.

## XI. Other Business

- Election of the BHA Board of Commissioners Chair
  - The floor was opened for nominations for the position of Board Chair. Commissioner McNish nominated Vice Chair Sherry Clay for the position of Chair. There being no further nominations, nominations were closed. Sherry Clay was elected as Board Chair by acclamation, effective February 3, 2026.
- Election of the BHA Board of Commissioners Vice Chair
  - The floor was opened for nominations for the position of Board Vice Chair. Commissioner Lutes nominated Commissioner Jerry Cravens for the position of Vice Chair. There being no further nominations, nominations were closed. Jerry Cravens was elected as Board Vice Chair by acclamation, effective February 3, 2026.

## XII. Adjournment

- Commissioner Lutes 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 9:11 a.m.

## XIII. Executive Session

- No executive session was held.

Respectfully submitted by: Christine Lovelace, Executive Assistant

Approved by Nathan Ferreira

## Resolution 2026.01-01


### TO APPROVE THE BLOOMINGTON HOUSING AUTHORITY OPERATING BUDGET FOR FISCAL YEAR 2026


**Whereas,** In accordance with the applicable regulations promulgated by the United States Department of Housing and Urban Development (HUD), the Bloomington Housing Authority (BHA) is required to approve the agency's Operating Budget prior to the beginning of the fiscal year; and,


**Whereas,** A proposed Operating Budget for Fiscal Year 2026 with a total revenue of \$18,841,258 has been presented to the Board of Commissioners for its review and approval;


**NOW, THEREFORE BE IT RESOLVED** by The Board of Commissioners of the Housing Authority of The City of Bloomington, IN, on January 27, 2026, that Resolution 2026.01-01 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


**Resolution 2026.01-02**


**RESOLUTION GRANTING CHECK SIGNING AUTHORITY FOR  
BLOOMINGTON HOUSING AUTHORITY**


- Whereas,** The Housing Authority of The City of Bloomington, Indiana has created the position of Director of Real Estate Development to create affordable housing for low to moderate income households, and;
- Whereas,** this position will need to establish financial accounts to carry out various operational needs and grant obligations, and;
- Whereas,** the Bloomington Housing Authority wishes to grant authorization to the Director of Real Estate Development to sign checks, drafts, promissory notes, orders for the payment of money for all business of the Bloomington Housing Authority and;
- Whereas,** Ryan Still currently fills that role.


**NOW THEREFORE BE IT RESOLVED,** that authorization be granted to the Director of Real Estate Development to sign checks and financial notes for all business of the Bloomington Housing Authority by the Housing Authority of The City of Bloomington, Indiana on this 27<sup>th</sup> day of January, 2026. Resolution 2026.01-02 is hereby 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

## Resolution 2026.01-03


### AUTHORIZING APPROVAL OF THE CRESTMONT AND EARLY LEARNING CENTER SOLAR SYSTEM INSTALLATION CONTRACT #ESD-2026-02


**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 the Crestmont and Early Learning Center Solar System Installation Project, which was submitted by MPI Solar, shall be awarded and a contract issued in the amount of \$198,982, which is being funded from the 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, on January 27, 2026, that a contract is to be awarded to MPI Solar, for Solar System Installation Project #ESD-2026-02, in the amount of \$198,982.00. Resolution 2026.01-03 is hereby 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