

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

**April 28, 2026**

## **I. Call to Order**

- Chair Clay called to order the regular meeting of the Bloomington Housing Authority Board of Commissioners at 8:32 a.m. on Tuesday, April 28, 2026, in person at the Lindsey A. Smith Community Center, located at 1002 N Summit St., Bloomington, IN 47404.

## **II. Roll Call**

### **Commissioners**

- Sherry Clay, Chair
- Jerry Cravens, Vice Chair
- Beverly Calender-Anderson, Commissioner
- Tracee Lutes, Commissioner
- Nordia McNish, Commissioner
- Mary Morgan, 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:** Susan Wanzer, Commissioner

**Guests:** Stephanie LaFontaine, City of Bloomington; Amber, a local housing advocate working with the Seminary Point Project

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

- Commissioner Tracee moved to approve the March 2026 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.

- BHA is fully staffed. HR is interviewing Federal Work Study candidates for the Real Estate Development and Administrative Internships. The updated Employee Handbook is being reviewed for compliance by HR4Sight.
- Nathan highlighted the work of Janice Price. As the Property Manager, she faces challenging situations every day and responds fairly and thoughtfully.
- Outreach/Upcoming Dates:
  - Ryan Still and Jessica Craig presented the Land Trust at the Heading Home Housing Summit on April 14th.
  - Chandler Early Learning Center ribbon-cutting is scheduled for Wednesday, May 13th, 4:30-5:30 pm. This will be outdoors if weather permits. The Chandler family will be present.
- HCV Program
  - Current waitlist is 1,515 households. The EHV (Emergency Housing Voucher) program has come to an end and households were switched to HCV's.
  - The 32 committed PBVs for the Chandler and Kohr projects will require approximately \$280,000 be pulled from HCV Administrative savings.
  - HCV Manager, Daniel Harmon has requested a meeting with the regional HUD office to confirm.
  - We continue to await our HUD funding agreement for 2026, expected in May.
- Property Management
  - The wait lists for RAD remain closed.
  - The waitlists were recently purged and updated waits are: 1 BR – 121 applicants; 2 BR – 185; 3 BR – 119.
- Development
  - This report will be given during the SHCDC meeting.
  - Bonds: We have signed an Engagement Letter with Colliers to move forward with the bond rating process.
    - There is a lot of documentation to get this process started. This will take 4-5 months.
    - We are working to engage a financial advisor on the project. This should be finalized this week.
    - Lighthouse has been great advocated for BHA. They got the fees down significantly from Colliers.
    - BHA is cautiously moved forward with Hometown Group sale (5 properties) with a 75-day due diligence period with the possibility of an extension.
      - BHA has no money on the line aside from lawyer and financial advisor fees.
    - With general revenue bonds, BHA will have financial stake in the project but more potential for revenue.
  - Chandler ELC is on target
    - The expected completion date remains the end of April.
    - Awaiting a final inspection.
    - Daycare will start in July.
    - We are finalizing the Tenant Selection Plan and referral process for the residential units.
      - The referrals will come solely from SCCAP

- Commissioner McNish asked why SCCAP will be the only referral source.
    - Because SCCAP is handling the childcare aspect, the hope was to rent to families whose children are using the childcare, and they are best positioned to achieve this.
    - Does this lessen the opportunity for the rest of the community?
    - Not truly because anyone can go through SCAAP to apply
    - Applicants must be below 50% of the area median income
  - BHA/SHCDC will have a booth at Food Truck Fridays on May 8th and 22nd. The first HOA meeting took place last Saturday.
  - 1020 W Allen Cottages (MHC): Have transitioned to a townhome-only model. This will increase our unit number to approximately 45 units, which will keep the units affordable. We have approached the City of Bloomington to request gap funding for land acquisition.
  - Advisory Committee: Our meeting was conducted April 16th.
- Jessica Craig shared Supportive Services updates
  - ROSS Coordinator, Rukus Harris, will be featured by the Bloomington Health Foundation, highlighting the impact of resident services and community leadership.
    - Hoping to get a grant to buy the van
  - Commissioner McNish asked about the
  - Stephanie LaFontaine asked what entailed an Operational Cost
    - Any charge unrelated to physical damage such as past due rent, late fees, court filing costs, or lease break charges.
  - Commissioner Lutes asked about physical damages.
    - The amount shown on the report was the total over a three-year time period.
  - Commissioner McNish asked about the amount of money that is escrowed compared to the number of program participants.
    - 2 households are not able to escrow at this time due to health challenges that are currently preventing them from working.
    - Other households are still increasing employment income before being able to escrow.
    - McNish asked about efforts to increase opportunity to support employment and other means of increasing income.
      - Increase meetings with case workers
      - Partnering with trades, other employment resources
      - McNish suggested Broadview Learning
    - FSS is hoping to fund programing that would help people get into trades programs
      - Fellowship for those who needed more funds for supplies, etc. that wouldn't be covered through Broadview, and internship opportunities through BHA's maintenance department.

- The funding source for this did not come through, so Supportive Services is working on alternative sources.
- Community Foundation's Impact Grant is being reconfigured, so BHA is waiting
- The Landlord Risk Mitigation Fund (LRMF) hosted a group renter's education seminar on April 8th to support applicant readiness and promote successful leasing outcomes. The Supportive Services Manager also attended the Heading Home Housing Summit, connecting with new landlords and community partners to expand housing opportunities and rebuild program awareness following the recent pause. These efforts continue to strengthen both participant preparedness and landlord engagement as the program moves forward.
- The Eviction Prevention Program continues to support households facing imminent eviction and housing instability. As of the end of March, 21 households have been served, with \$45,078 in financial assistance distributed. The program is nearing full expenditure of ARPA funds provided by the City, with all direct client assistance funds expected to be spent by the end of April.

## VI. Financial Statements

- Finance Director Dhara Patel presented the Financial Statements for March 2026, 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 and II audits are complete.
  - Commissioner McNish thanked Dhara

## VII. Unfinished Business

Capital Assets Manager Rhonda Moore presented the Assets Management Report.

- Kohr:
  - Construction on the Kohr building is making significant progress. Drywall is being hung in the historical side and stocked on the new side. Once the drywall is stocked, BCM can begin installing the exterior wall panels. The building has to be weighted down before these can be installed.
- Solar:
  - We are still waiting for the city to release the grant for \$200,000 from the City's Economic Sustainability Department (ESD). This will fund the installation of additional solar panels on buildings in Crestmont, as well as the Early Learning Center.
  - Economic Sustainability Department contracted Donovan Energy to conduct a solar feasibility study at Kohr.
    - They estimated cost to install solar would be approximately \$170,000. The estimated payback would be 16 years.
    - We do not believe there is a grant to complete installations at this time, but hope there will be in the future.
    - Commissioner Lutes asked about the life of the solar panels. Rhonda responded that they last about 20 years.
    - Commissioner McNish asked about other expenses related to the solar panels. There is maintenance and upkeep.

- If you need to replace the roof, do you need to scrap the panels. No, the panels could be taken off and reinstalled but there would be a cost for the removal and reinstallation.
  - Solar panels can typically be included in property insurance.
    - Commissioner McNish suggested that this be confirmed before moving forward with solar.
- Office Renovations:
  - There are still a few items to complete before the end of this month.
    - Replacement of exterior entry doors will take a little longer because Building Associates will be coordinating with Presidio to install the door card readers as they are installed. We will be withholding liquidated damage funds from their final payment to compensate for completing so late.
    - Commissioner McNish asked what the hold-up is.
      - Building Associates changed owners and lost many employees.
    - There are two exterior entry doors left to install.
    - In the last two weeks, they have made significant progress.
- CDBG:
  - At the Summit Hill meeting we will ask for approval to award Recreation Insites the contract for \$112,992.26 to replace the playground at Walnut Woods. The CDBG funding agreement, which is to pay for this contract, is between Summit Hill and HAND.
    - Will include a bench with a shade
    - Commissioner Lutes asked what the replacement cost is for the sail shade.
      - Rhonda did not have replacement cost with her but she responded that the shades at Crestmont have lasted about 5 years.
      - Taking it down during the winter helps increase the lifespan.
    - Commissioner McNish asked what the slide material is and if it is safe in the heat.
      - They are standard plastic slides.

## • New Business

- No new business was presented.

## • Reports of Committees

- There were no committee reports this month.

## • Resolutions

- BHA Resolution 2026.04-01: Procurement and Purchasing Policy
  - HUD published a new procurement handbook
  - BHA made changes accordingly.
    - Reference the correct HUD handbook
    - BABA: Build American, Buy American
    - Procurement methods
      - Thresholds for bid requirements changed.
      - Added Not-To-Exceed requirements
      - Executive Director must have prior approval for contracts over \$100,000
  - Stephanie pointed out that these changes seem helpful.

- Vice Chair Cravens made a motion to approve Resolution 2026.04-01, and Commissioner Calendar-Anderson seconded the motion. Roll call was held. All were in favor. None opposed. Motion approved.
  - Commissioner Lutes abstained

## **XI. Other Business**

- Guest Amber (no last name given) spoke to the board about Seminary Point on Second St and College Ave.
  - This is a 29-unit affordable housing complex.
- The City and County are considering tearing it down to use the land for the convention center hotel.
- CIB and RDC are considering a land swap between the City's North College property and a County property.
- The CIB started their due diligence process to appraise the land.
- Seminary Point Project is preparing a plan with financial partners to manage the property in a sustainable way.
- The project has a petition online to save Seminary Point.

## **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 9:26 a.m.

## **XIII. Executive Session**

- No executive session was held.

Respectfully submitted by: Christine Lovelace, Executive Assistant

Approved by Nathan Ferreira

## Resolution 2026.04-01

### AUTHORIZING APPROVAL OF THE PROCUREMENT POLICY DATED APRIL 28, 2026

**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 procurement of supplies, equipment, services and construction which ensure quotes are obtained efficiently and economically, and promote equal treatment of vendors and compliance with local and federal regulations and Guidelines, and;

**Whereas,** proper procurement practices result in monetary savings, 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 April 28<sup>th</sup>, 2026, that Resolution 2026.04-0: Procurement Policy is approved.

  
Sherry M. Clay, Chair

  
Jerry Gravens, Vice Chair

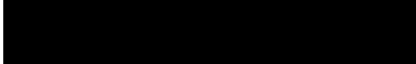
  
Beverly Calender-Anderson, Commissioner

  
Tracee Lutes, Commissioner

  
Nordia McNish, Commissioner

  
Mary Morgan, Commissioner

  
Susan P. Wanzer, Commissioner

  
Nathan Ferreira, Secretary/Treasurer