



601 South Adams Street
Marion, Indiana 46953
Phone: 765.664.5194
Fax: 765.668.3045
TDD: 765.668.3044
www.marionha.com

**BOARD MEETING OF THE COMMISSIONERS FOR THE
MARION HOUSING AUTHORITY OF MARION, INDIANA**

August 20th, 2025

11:30 a.m.

601 S. Adams St., Marion, IN 46953

CALL TO ORDER: The meeting was called to order at 11:30 a.m.

ROLL CALL: Administrative Assistant Kelly Timmerman gave roll call. The following Commissioners were present: Chair Jose Perez, Vice-Chair Michael Belcher, Commissioner Jan Bowen, Commissioner Michael Johnson, Commissioner Penny Hardesty, Commissioner Kyle Knight, and Executive Director Steve Sapp. Also present were employees Leah Poland, CFO/Assistant Executive Director, Irma Jackson, Director of Housing, Sabrina McNutt, Property Manager, Hilltop, Barbra Douglas-Gooden, Property Manager, Parkville and Riverside, Katie Morgan, Property Manager, Norman Manor, and Martin Boots, Brandi Wise, Property Manager, Family Housing, and Jennifer Murray, Property, Radiant Health Properties.

INTRODUCTION: Chair Jose Perez had each commissioner and Staff member introduce themselves.

MINUTES: The minutes from the June 18th, 2025, meeting were reviewed. Chair Jose Perez entertained a motion to accept the minutes as they were written. Commissioner Janice Bowen made a motion to accept the minutes, and Commissioner Penny Hardesty seconded the motion. The motion carried.

FINANCIALS: Assistant Director/CFO Leah Poland presented the June 30, 2025 Mortgage Register, June 30, 2025 Investment Register, June 30, 2025 Statement of Income, and July 31, 2025 Expense Statement of Income and Expense. A review of the June and July financials was conducted. Leah stated that the June numbers appear a bit unusual due to the year-end reclassification. An example is that Utility Reimbursement Payments (URP) are typically seen throughout the year, but at year-end, they are reclassified and included in the Tenant Revenue. In the July financials, Leah mentioned that we have one Grant that we are still waiting on HUD to begin the disbursements on. Chair Jose Perez entertained a motion to accept both months of the Financials. Commissioner Jan Bowen made a motion to accept the Financials, and Commissioner Penny Hardesty seconded the motion. The motion carried.

NEW BUSINESS

Section Eight Mgmt. Assessment Program (SEMAP)

SEMAP is an annual certification for our Section 8 Program, which verifies our compliance in fourteen areas of the program. This must be passed by the board and electronically submitted

within 60 days of the FYE, which is August 29th. After reviewing the completed SEMAP Certification forms, Chair Jose Perez entertained a motion to pass **Resolution 757 – 2025**. Commissioner Janice Bowen made a motion, and Commissioner Michael Johnson seconded the motion. The motion carried.

State of Indiana Updated Public Meeting (Open Door Law)

In 2023, the Indiana General Assembly adopted HEA 1167-2023, which created a new statutory section within the Open-Door Law statutes (I.C. 5-14-1.5-2.9). That statute was subsequently amended in HEA 1306-2024 and is scheduled to take effect on July 1, 2025. The new statute requires certain local and state entities in Indiana to live broadcast all public meetings, keep a copy of the recording, and archive those recordings on their website for at least 90 days. MHA has always recorded its meetings for minutes. Kelly will get all prior meetings saved on our server. Steve is working to update our website so that we can post our meeting information, starting with the August 2025 Meeting. Steve is also looking into livestreaming our meeting.

Scholar House Update

We received an update from Torri Williams, who is our Scholar House Program Coordinator. A letter is provided for the commissioners to read, and she also provided a video. Our Scholar Tiffany, who lives at Thomas Jefferson, is featured in the video.

Delta Ahead Grant – Lincoln Park

At our November 2024 Meeting, we discussed how Hands of Hope received the Delta Ahead Grant and plans to invest \$100,000 in our park at Curfman Road, known as Lincoln Park. At the April 2025 meeting, the Board decided to contribute \$50,000 to this project. On September 24th at 5:00 p.m., we will host a Grand Opening with a ribbon-cutting ceremony, and all Board Members are welcome to attend.

Board General Training I

Since we have many new Board Members, Steve would like to provide training that will help them learn some of the program rules and understand why we do things the way we do. Lead The Way is a free online training program designed primarily for Public Housing agencies and their commissioners. Steve reviewed the different topics in the handout.

Dashboard Report:

Attached is the current Agency Dashboard Report. We have had an increase in some of our vacancies. Parkville's increase is due to the rent increase. Commissioner Kyle Knight asked if vacancies had historically been cyclical, and Steve responded that within the past 10-15 years, they have been more sporadic. IERA money has been taken away with Doge. There is currently some money left in that fund, and they are disbursing it to individuals in need. We were using a lot of contractors to perform unit turns, but now we are utilizing our Maintenance Team to do the same. Using our Maintenance employees has reduced cost.

OLD BUSINESS:

Commissioner Janice Bowen mentioned that she would like an update on the meeting that Steve, Jose, and Michael Belcher had with the Mayor regarding Radiant Properties. Chair Jose Perez stated that both of those topics would be covered during the Executive Session.

Residents:

Two residents from Parkville attended the meeting and wanted to address some issues that needed attention.

Resident Kay has concerns about Grounds, Water, and Rent. She has water damage in her apartment, affecting the bathroom, Bedroom, Living Room, and Laundry Room ceilings. Her attic is destroyed due to the roofers. Looks like there is just tar paper in it, and there is a lot of condensation in the attic. The things she had stored in her attic are ruined due to the condensation. The grounds look terrible, with trash and limbs scattered everywhere. Why do all of the residents pay the same amount for water? She feels like she uses less water than a family would use. Concerned that MHA is trying to move in just families that qualify for Section 8 Vouchers.

Resident Doris Roberts has concerns about the turnover of management and maintenance personnel. Previously, they had a manager who was there all day, every day; now she never sees the manager. The next concern from Doris was the increase in her rent and the water charge. The water rate increased from \$45.00 to \$70.00 per month. Gutters need to be cleaned out, but nobody will do it. The grounds need some work, no grass, and it's muddy. The Residents who have the new heaters do not have heat in their bedrooms.

MOTION TO ADJOURN: - Chair Jose Perez entertained a motion to adjourn the meeting. Commissioner Michael Belcher made the motion, and Commissioner Jan Bowen seconded the motion. The motion carried. The meeting adjourned at 12:35 p.m.

EXECUTIVE SESSION: Executive Session was held after the Public Session meeting was adjourned. Chair Jose Perez entertained a motion to adjourn the Executive Session. Commissioner Penny Hardesty made the motion, and Commissioner Kyle Knight seconded the motion. The Motion carried. Executive Session adjourned at 1:22 pm.

Respectfully submitted,

Kelly Timmerman

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Administrative Assistant