

**HOUSING AUTHORITY OF NEWPORT
BOARD OF COMMISSIONERS
MEETING MINUTES
FEBRUARY 9, 2026**

The monthly meeting for the **Board of Commissioners of the Housing Authority of Newport** was called on **February 9, 2026**, at 5:00pm with the following members present; Michael Chalk, Carolyn Duff and Joseph Mumper. Thomas L. Guidugli Sr., Executive Director, Tracie Joyner, Deputy Director, Ron Rawe, Finance Director, Thomas Fisher, Attorney and Gina Schneider were also present.

Michael Chalk called the meeting to order noting that Richard Buechel Jr. and Mayor Thomas L. Guidugli, Jr, were absent. At 5:16, Mayor Thomas L. Guidugli Jr., arrived.

OLD BUSINESS

The first item on the agenda was the adoption of the HAN meeting minutes from **December 8, 2025**, Board Meeting. The following action was taken:

MOTION: Carolyn Duff made a motion to adopt **December 8, 2025, HAN meeting minutes** and Joseph Mumper seconded the motion.

AYES: Michael Chalk, Carolyn Duff and Joseph Mumper

NAYES: None. Motion carried.

NEW BUSINESS

A. Resolution 2026-01 – Appreciation for Steve Anders in Recognition of his 25 years of Service to the Housing Authority of Newport.

After no further discussion the following action was taken:

MOTION: Joseph Mumper made a motion to adopt the **Resolution 2026-01** and Carolyn Duff seconded the motion.

AYES: Michael Chalk, Carolyn Duff and Joseph Mumper

NAYES: None. Motion carried.

Executive Director's Report

Thomas L. Guidugli, Sr. provided the following information in addition to his written report. Reviewed by Board Members and there was no action taken.

CDBG: 2023-052

The CDBG Grant amount is \$996,526.

49 19th Street – This will be a newly renovated two-level single-family home with two bedrooms and two full bathrooms that will be offered for sale when completed.

- This property was sold on December 11th.

1112 Ann Street – This will be a newly renovated one-story single-family home with two bedrooms and one full bathroom that will be offered for sale when completed.

- This property was sold on December 16th.

708 Columbia – This will be a newly constructed two-story single-family home with three bedrooms and two full bathrooms that will be offered for sale when construction is completed.

- This property was sold on December 23rd.

319 W 8th – This will be a newly constructed two-story single-family home with three bedrooms and two full bathrooms that will be offered for sale when construction is completed.

- Received the Certificate of Occupancy.
- An interested buyer has submitted an application and is working with a lender.

320 W 8th – This will be a newly constructed two-story single-family home with three bedrooms and two full bathrooms that will be offered for sale when construction is completed.

- This property was sold on December 30th.

324 W 8th - This will be a newly constructed two-story single-family home with three bedrooms and two full bathrooms that will be offered for sale when construction is completed.

- This property was sold on February 2nd.

417 W 9th – This will be a newly constructed two-story single-family home with three bedrooms and two full bathrooms that will be offered for sale when construction is completed.

- This property was sold on December 29th.

NMHC III

828 Isabella – This will be a rental property, four (4) rental units on 1st, 2nd and 3rd floor and commercial space on the 1st floor.

- All apartments have been leased up.
- Commercial space is finished but has not been leased up yet.

409-413 W 8th Street – This will be rental property, four one-bedroom units and will be funded through our Capital Funding. They will be part of our Public Housing (Scattered Sites) Program.

- The one-bedroom list for Public Housing will open on January 16th.
- All units are ready for leasing.

NMHC III Cont'd

700 Monmouth Street – This will be a rental property, four (4) one-bedroom rental units on the 2nd and 3rd floors and commercial space on the 1st floor.

- Thirty-two (32) replacement windows were ordered, delivered and installed last week.
- Working on architectural designs.

ENTRYWAY INC – HOME - 2024

We have been approved for the next Entryway project which will be 708 Isabella, 737 Patterson and 1146 Columbia.

708 Isabella – This property will be a one-bedroom single family home with one full bathroom that will be offered for sale when renovations are complete.

- Basement masonry repairs & exterior concrete are completed.
- Insulation and drywall are completed.
- The furnace has been installed.
- Flooring is being delivered for installation.

737 Patterson – This property will be a two-bedroom single family home with one full bathroom and one-half bathroom that will be offered for sale when renovations are complete.

- All finish materials are being installed.
- We have an interested buyer, and a purchase contract has been signed.

1146 Columbia – This property will be a one-bedroom single family home with one full bathroom that will be offered for sale when renovations are complete.

- Continue to work on structural repairs.
- Hardie siding is on site. Working around the weather for installation.

CDBG 2025

The CDBG Grant amount is \$994,000

We are working on site layouts, design plans and sound testing for five (5) new construction homes located at 208 W 12th Street, 1036 Hamlet Street, 516 W 9th Street, 111 W 9th Street and 429 Hodge Street.

- Completed sound studies on 207 W 12th and 1036 Hamlet. Lots passed and are acceptable to build on.

Scattered Sites

- Working to get ready for Inspire inspections.
- Putting together the bid package and bidding out for HVAC replacement at 70 18th Street.

Grand Towers

- Getting ready for Inspire inspections.

Highland Village

- Getting ready for Inspire inspections.

Scholar House

- HVAC in the gym has been repaired.
- Sprinkler system repairs are completed.
- Exit drive gate has been repaired.
- Working with the insurance company on repairs due to fire and water damage to four units.

Clifton Hills

- Completing turns on units.

Corpus Christi

- Getting ready for Inspire inspections.

Administration:

- ✓ Overall leasing is at 98.5%
- ✓ **AUDITS:** There are no audits currently scheduled.
- ✓ **SECTION 8:** The funding for the Section 8 program continues to be monitored. We continue to meet with HUD every 1-2 months to monitor the Section 8 budget and adjust when necessary. As HUD is operating on a continuing resolution, we have been advised to be cautious with spending until the new budget is approved.
- ✓ **NEWLEASES:** Revisions to our market rental and public housing leases are in draft format and posted for thirty days for public comment. A draft lease and lease addendum are attached for your review. A Resident Advisory Board will be held on March 2, 2026, and the Public Hearing is scheduled for March 9, 2026.

After Board approval, current residents will sign the Lease Addendum to acknowledge and accept the new conditions of the lease. New residents will sign the revised lease at move-in.

- ✓ **INSPECTIONS:** We received notification of upcoming HUD inspections for all six of our public housing developments. These will be our first NSPIRE Inspections completed by HUD since the new regulations have been implemented.

Liberty Housing - February 2nd
Corpus Christi – February 3rd
City Wide – February 3rd – 4th
Central Housing – February 5th
Grand Towers – February 6th
Highland Village – February 11th

- ✓ **WAITING LISTS:** The following waiting lists have been open or closed effective 1/16/2026:
 - **CLOSED:** Highland Village – 1 & 2 bedrooms
 - **OPENED:** Scattered Sites – 1 bedroom
- ✓ **TRAINING:** Several staff members will attend the KHA Mid-Year Conference in February 2026. The conference will be held in Louisville and will feature hot topics relevant to Public Housing, Section 8, Finance, and Executive leadership.

In addition, KHA will host a Maintenance Conference in April 2026. Eight maintenance employees will attend. Key training topics are HVAC Troubleshooting, Electrical/Small Appliance Repairs, NSPIRE Inspections and Documentation Details.

Public Housing Report

Reviewed by Board members and there was no action taken.

Tracie Joyner stated that the new leases and the lease addendum are posted for comments. After the comment period ends and the board approves, all residents will receive letters with the lease addendum, and they will have 30 days to sign. If a resident does not sign the lease addendum, they will receive a 30-day notice to vacate.

Section 8 Report

Reviewed by Board members and there was no action taken.

Procurement Report

Reviewed by Board members and there was no action taken.

Finance Report

Reviewed by Board members and there was no action taken.

Ron Rawe presented the Finance report discussing the end of the year and the financial position of each of our developments.

Senior Sites Services Coordinator Report

Reviewed by Board members and there was no action taken.

Public Comments

*Linda Hess and Mike Davis from Grand Towers were present.
Dennis Elrod from Atkins-Elrod & Associates was present.
Chuck Meyers with Neighborhood Foundations was present.*

Linda Hess commented that the bathroom on the 11th floor Community Room has been locked. They use the room three times a week and they don't have access to the bathroom. This was due to an incident with a resident's family member. She felt that the issue should have been addressed with the resident rather than punishing everyone by locking the bathroom door. Tracie Joyner stated that she would contact the housing manager to discuss.

There was a concern that the front door was unlocked all weekend and Chuck Meyers explained that the key fob system was down so they had to leave the door unlocked so residents could access the building.

Mike Davis and Linda Hess stated that during the snow removal the snow was pushed into three parking spots and then people parked in front of the snow pile. When the owners of the vehicles were told to move, other cars would park there. They suggested the next time snow removal is needed, they move the snow to visitors parking spots rather than parking spots close to the building. Tracie will address this with Peggy, and we'll discuss with the snow removal company.

Other Business

None

Executive Session

None

Adjourn

There being no further business before the Board, the following action was taken:

MOTION: Joseph Mumper made a motion to **adjourn the HAN Board Meeting** and Carolyn Duff seconded the motion.

AYES: Michael Chalk, Carolyn Duff, Joseph Mumper and Mayor Thomas L. Guidugli Jr.

NAYES: None. Motion carried.

The Board adjourned at approximately 5:42pm.

These minutes are duly adopted on this 9th day of March 2026.

Michael Chalk, Chairperson

ATTEST:

Thomas L. Guidugli Sr., Executive Director