HOUSING AUTHORITY OF NEWPORT
BOARD OF COMMISSIONERS
MEETING MINUTES
OCTOBER 12, 2026

The regular meeting for the **Board of Commissioners of the Housing Authority of Newport** was called on **October 12, 2026,** at 5:00 pm with the following members present; Michael Chalk, Mayor Thomas L. Guidugli Jr., Carolyn Duff and Joseph Mumper. Thomas L. Guidugli Sr., Executive Director, Tracie Joyner, Deputy Director, Thomas Fisher, Attorney and Gina Schneider were also present.

Michael Chalk called the meeting to order and took attendance.

OLD BUSINESS

The first item on the agenda was the adoption of the HAN Special Call meeting minutes from **September 16, 2026,** Board Meeting. The following action was taken:

MOTION: Joseph Mumper made a motion to adopt **September 16, 2026, HAN Special Call meeting minutes** and Carolyn Duff seconded the motion.

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

NAYES: None. Motion carried.

NEW BUSINESS

A. Resolution 2026-07 – To Approve Flat Rents for Public Housing Developments to be Effective January 1, 2027

Tracie Joyner explained that HUD publishes Fair Market Rents every year and we are required to adjust the flat rents to no less than the lower of 80% of the most recently published Fair Market Rents.

After no further discussion the following action was taken:

MOTION: Joseph Mumper made a motion to adopt the **Resolution 2026-07** and Carolyn Duff seconded the motion.

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

NAYES: None. Motion carried.

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NEW BUSINESS Cont'd

B. Resolution 2026-08 – To Approve the Annual Plan for Fiscal Year Beginning January 1, 2027, and the Capital Fund Five-Year Plan

The Annual Plan and Capital Fund Five-Year Plan was provided in the board packet last month for review.

After no further discussion the following action was taken:

MOTION: Joseph Mumper made a motion to adopt the **Resolution 2026-08** and Carolyn Duff seconded the motion.

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

NAYES: None. Motion carried.

C. Resolution 2026-09 – Approving the Designated Housing Plan for Corpus Christ Apartments and Authorizing Submission to the U.S. Department of Housing and Urban Development.

The 10 public housing units within Corpus Christi Apartments were not designated as elderly housing under HUD as they should have been in the original plan. They only had 10 Project-Based vouchers designated. This housing plan is to include the other 10 public housing units.

After no further discussion the following action was taken:

MOTION: Joseph Mumper made a motion to adopt the **Resolution 2026-09** and Carolyn Duff seconded the motion.

AYES: Michael Chalk, Mayor Thomas L. Guidugli Jr., 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.

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CDBG: 2023-052
The CDBG Grant amount is $996,526.

49 19th Street –This property was sold on December 11th.
1112 Ann Street –This property was sold on December 16th.
708 Columbia –This property was sold on December 23rd.
319 W 8th – This property was sold on August 20th.
320 W 8th –This property was sold on December 30th.
324 W 8th - This property was sold on February 2nd.
417 W 9th –This property was sold on December 29th.

NMHC III
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.

- Interior framing of the apartments continues.
- Sanitary and downspouts have been scoped with a camera.
- Framing for the 1st floor has started. Concrete for the front facade has been completed.
- Duke Energy has sent us a drawing for the power lines.

ENTRYWAY INC – HOME - 2024
We have been approved for the next Entryway project which will be 708 Isabella, 737 Patterson and 1146 Columbia.

737 Patterson – This property is a two-bedroom single family home with one full bathroom and one-half bathroom.

- SOLD - This property closed on May 6th.

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.

- The fence for the backyard installation was rescheduled for mid-October.
- We have a purchase contract in place and should close by the end of October.

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.

- Interior painting is complete.
- The electrician has installed the finishes.
- Finish materials are being installed.
- We have an interested buyer who is looking into financing.

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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.

- Foundations contract is in place. The first foundation will be at 516 W. 9th Street and will begin on October 20th. The foundation for 429 Hodge Street will follow.
- Geotech is under contract.
- We are working on framing, HVAC, Electrical and Plumbing contracts now.

Scattered Sites
- Working on Capital Fund items from the site's requested list.
- HVAC replacement for eleven systems at 70 18th Street is finishing up.
- Working on trimming and cleaning of landscaping, etc.
- Storm damaged tree has been trimmed and cleaned up at 816 Washington (rear yard).

Grand Towers
- The pavilion is awaiting pressure washing and staining.

Highland Village
- Working on Capital Fund items from the site's requested list.

Scholar House
- Pavillion is awaiting pressure washing and staining.
- Working on repairs for an upcoming inspection.

Clifton Hills
- Nothing new at this time.

Corpus Christi
- Working on Capital Fund items from the site's requested list.

Administration:
- ✓ Overall leasing is at 98.1%

- ✓ **AUDITS & INSPECTIONS:** National Equity Fund (NEF) is currently conducting a tenant file audit for Northern Kentucky Scholar House. We have not yet received a response.

  Ohio Capital Corporation for Housing (OCCH) conducted a tenant file audit for Highland Village and Clifton Hills. Both audits have been closed out with no findings. OCCH also conducted unit inspections at Highland Village and Clifton Hills on September 24, 2026. Highland Village received no findings. Clifton Hills had one housekeeping issue and two minor repairs, which are currently being addressed and corrected.

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- ✓ **HUD:** HUD has published the 2027 Fair Market Rents (FMRs) and Small Area Fair Market Rents (SAFMRs), which are effective October 1, 2026. The Public Housing Flat Rent schedule has been revised to comply with HUD's requirement that flat rents be established at no less than 80% of the lesser of the published FMR or SAFMR. The analysis provided in last month's Board packet indicated that all flat rents need to be increased to comply with HUD's requirement. Rents for non-public housing units will also be increased. All proposed rents were posted for the required 30-day public comment period. A Resolution reflecting the proposed flat rent amounts, effective January 1, 2027, is included in your Board packet for consideration.

- ✓ **SECTION 8:** Funding for the Housing Choice Voucher (Section 8) Program continues to be closely monitored to ensure adequate resources are available to maintain rental assistance for participating families through the remainder of the year. Staff regularly reviews the program budget, leasing, and Housing Assistance Payment (HAP) expenses and makes adjustments as necessary to effectively manage available funding.

- ✓ **PHA ANNUAL PLAN & CAPITAL FUND 5-YEAR PLAN:** HUD requires Public Housing Authorities (PHAs) to update their Annual Plan each fiscal year. The Annual Plan outlines the PHA's operations, programs, services, and policies, and establishes measurable goals and objectives for the upcoming year.

  Staff are finalizing the **2026 Capital Fund budget** and updating the **Capital Fund 5-Year Action Plan** to identify planned capital improvements and funding priorities. The draft Annual Plan and related Capital Fund Plan documents have been **made available for the required 45-day public comment period**. A copy of the Plan was provided in last month's Board packet. A Resolution approving the Plans is included for consideration.

- ✓ **DESIGNATED HOUSING PLAN:** The Housing Authority has an approved Designated Housing Plan (DHP) for Grand Towers and Highland Village. HUD has approved a two-year extension of these designations through September 30, 2028.

  As part of the Annual Plan process, the Housing Authority is proposing a new elderly designation for the 10 public housing units at Corpus Christi Apartments. The proposed designation has not yet been submitted to HUD. A Resolution approving the proposed designation and a copy of the proposed Designated Housing Plan for Corpus Christi Apartments are included in your Board packet for review.

  Upon Board approval, the proposed designation will be submitted to HUD for review and approval. The designation is intended to preserve affordable housing opportunities for elderly residents and ensure the Housing Authority continues to appropriately serve the needs of its elderly population.

Public Housing Report
Reviewed by Board members and there was no action taken.

Section 8 Report
Reviewed by Board members and there was no action taken.

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Procurement Report
Reviewed by Board members and there was no action taken.

Finance Report
Reviewed by Board members and there was no action taken.

Senior Sites Services Coordinator Report
Reviewed by Board members and there was no action taken.

Public Comments
No one from the public was present.

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 and Joseph Mumper

NAYES: None. Motion carried.

The Board adjourned at approximately 5:35 pm.

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

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Michael Chalk, Chairperson

ATTEST:

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Thomas L. Guidugli Sr., Executive Director

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