

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

The monthly meeting for the **Board of Commissioners of the Housing Authority of Newport** was called on **March 9, 2026**, at 5:05pm with the following members present; 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.

Joseph Mumper called the meeting to order.

OLD BUSINESS

The first item on the agenda was the adoption of the HAN meeting minutes from **February 9, 2026**, Board Meeting. The following action was taken:

MOTION: Joseph Mumper made a motion to adopt **February 9, 2026, HAN meeting minutes** and Carolyn Duff seconded the motion.

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

NAYES: None. Motion carried.

NEW BUSINESS

A. Resolution 2026-02 – To Approve the Section 98 Management Assessment Program (SEMAP) Certification for Fiscal Year Ending December 31, 2025

Tracie Joyner explained that HUD requires this annual evaluation for the Section 8 Voucher Program. Everything has been completed and uploaded for review. She did note that we would probably not receive High Performer status for last year due to being under-leased and we did not spend enough money. We were advised by HUD to slow down on our spending and leasing, which affected our leasing percentage.

After no further discussion the following action was taken:

MOTION: Carolyn Duff made a motion to adopt the **Resolution 2026-02** and Joseph Mumper seconded the motion.

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

NAYES: None. Motion carried.

NEW BUSINESS Cont'd

B. Resolution 2026-03 – To Approve Revision to the Public Housing and Market Rental Leases for All Developments Owned/Operated by The Housing Authority of Newport, KY

Tracie Joyner discussed the specific lease revisions.

After no further discussion the following action was taken:

MOTION: Carolyn Duff made a motion to adopt the **Resolution 2026-03** and Joseph Mumper seconded the motion.

AYES: 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.

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 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.
- The interested buyer was unable to obtain financing for this home. We are reaching out to others on the waiting list.

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

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.
- Two units are leased up. Working on leasing up the other two units.

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.
- Started Demo on March 5th.

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.

- Flooring is installed
- Cabinets, door units, casing, base and trim installation have begun.
- Exterior painting has begun.
- All finish materials have been purchased and stored.

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.

- Entire roof structure has been replaced and shingled.
- Building interior is complete.
- Plumbing, electrical and HVAC rough-in are complete.
- Spray foaming is complete.
- Hardie siding is almost complete.
- Permanent electrical service has been hooked up.
- Moving to batt insulation, hang and finish drywall next.

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 on concrete stair repairs, roof repairs, etc.
- Putting together the bid package and bidding out for HVAC replacement at 70 18th Street.

Grand Towers

- Completed building masonry repairs and cleaning rust stains.
- Ordered new date stone to replace the original ones falling apart.

Highland Village

- Several HVAC repairs have been completed this month.

Scholar House

- Bids for repairs for the fire and water damage to four units have been received and sent to the insurance company for review.

Clifton Hills

- Nothing new at this time.

Corpus Christi

- Getting ready for the next inspections.

Administration:

- ✓ Overall leasing is at 96.8%
- ✓ **AUDITS & INSPECTIONS:** Kentucky Housing Corporation (KHC) has scheduled an audit and inspection for Corpus Christi on March 17, 2026.

HUD REAC/NSPIRE inspections were completed for all public housing developments in February 2026. NSPIRE inspection scores are based on a 0–100 scale, and every property earned a score of 90 or higher.

As a result of this outstanding performance, our properties are exempt from further HUD inspections for the next three years. This achievement reflects the dedication, professionalism, and hard work of our maintenance staff. Job well done!

Highland Village: **100**
City Wide: **94**

Grand Towers: **100**
Liberty: **95**

Corpus Christi: **100**
Central: **96**

- ✓ **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 have been posted for the required thirty days for public comment. The Resident Advisory Board was held on March 2, 2026, and the Public Hearing is scheduled for March 9, 2026.
- ✓ Spoke with Jeremy Wallace at the City of Covington about HOME funds for Entryway and they have available funds for three units.

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.

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 attended.

Other Business

Thomas Guidugli Sr., would like to plan a cookout for the employees to celebrate the high scores on our inspections.

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

NAYES: None. Motion carried.

The Board adjourned at approximately 5:28pm.

These minutes are duly adopted on this 13th day of July 2026.

Michael Chalk, Chairperson

ATTEST:

Thomas L. Guidugli Sr., Executive Director