

Dudley Housing Authority
Tuesday, June 10th 2025
At 6:00 PM

- 1) Roll Call
- 2) Acceptance of Minutes
 - Regular Meeting May 13th, 2025
- 3) New Business
 - **Review Updates active for CIP projects**
 - **080054 Joshua Place Water Infiltration**
 - Work was restarted and completed for all items but the installation of the benches in front of Bld 6 and 8. The benches are on order and are expected to be installed late June 2025.
 - **080059 Roll-in Shower Unit A & B Crawford**
 - Work has started, and the Demo was completed
 - CO2- wall stud replacement and repair
 - During the demolition process, the contractor found that the wall studs in the shower stall were rotted due to water damage and will need to be replaced. The Cost Proposal is being prepared.
 - Jeremiah Blankenbaker is requesting Board approval for Charge Order #2 to repair the wall studs in the shower stall.
 - **080057 Flooring Replacement – Crawford**
 - Work is expected to start on June 9th to accommodate the Roll-in shower project.
 - **080060 Water Damage in Building 15 Units 1B & 3B**
 - The Contracts are signed and NTP was issued on June 5th, with work expected to start July 2025
 - **ADA Compliance Upgrades to the Community Building Entry Ways**
 - RFQs have sent out, two contractors responded, and needed additional time to prepare their proposals.
 - Jeremiah Blankenbaker is requesting Board approval for the lowest qualified proposal. If the proposal costs are higher than the \$10K procurement threshold, Jeremiah requests that the project be modified only to replace the front entry and breezeways.
 - **FYE 2024 Unpublished LHA PMR**
 - This year's LHA Performance Management Review is unpublished and was to ensure that the Authority was still in line with EOHLC's expectations.
 - There were two corrective actions where the Authority needs to address:
 - Tenant Accounts Receivable: The Authority failed to certify the TAR reporting for the Quarters ending Dec 2024 and March 2025.

Jeremiah Blankenbaker received additional guidance from the Authority's Housing Management Specialist to complete the certification process moving forward.

- Board Member Training: The Board has not completed the training and certification process required by EOHLC. Jeremiah Blankenbaker will coordinate with the Board Chairman to notify and assist commissioners in completing the required trainings.
- Write off Former Resident Account Balance
 - Jeremiah Blankenbaker is requesting Board Approval to write-off the balanced owed by a former resident: Christopher R. Reich: \$1,151.81.
 - Mr. Reich had vacated his unit in Jan 2025 due to severe health issues and has been unable to issue payment for his rent balance.
- First Quarter Admin Fee Disbursement
 - Jeremiah Blankenbaker issued his CIP/MOD Project Admin Fee Disbursement totaling \$2,000 for the First Quarter of 2025 with the May 2nd Payroll period.
 - The remaining CIP/MOD Projects Balances are in the table below

Porject	Total Admin Fee Amount	Distibuted	Date of Disto	Balance
80050	\$ 4,000.00	\$ 2,000.00	12/27/2024	\$ 2,000.00
80058	\$ 1,500.00	\$ 1,000.00	4/30/2025	\$ 500.00
80049	\$ 1,800.00			\$ 1,800.00
80054	\$ 1,000.00	\$ 1,000.00	4/30/2025	\$ -
Total remaining				\$ 4,300.00

4) Old Business

- 5) Discussion to initiate the formation of a long-term strategic plan for the Dudley Housing Authority.
 - a) How does the Authority plan to assist in addressing the increased need of housing in the community?

6) Director's Report

- Vacancies
 - The is 3 vacancies
 - Bld 15 1B
 - Bld 15 3B
- Treasurers Report

7) Any Unknown Business That May Be Missing to Come Before the Board

8) General Discussion

9) Examine vouchers, sign checks and warrants, review communications.

10) Adjournment: