



Cincinnati Metropolitan Housing Authority
CMHA Boardroom
1635 Western Avenue
Cincinnati, Ohio 45214

CMHA BOARD OF COMMISSIONERS

REGULAR MEETING AGENDA

BOARD OF COMMISSIONERS

Cincinnati, Ohio

Tuesday, December 18, 2018

6:00 P.M.

I. AGENDA SCHEDULE

- 1. Call Meeting to Order**
 - 2. Roll Call**
 - 3. Approval of Minutes**
 - 4. Presentations**
 - 5. Public Comment**
 - 6. J-RAB ROSS Grant Update**
 - 7. Discussion of Secretary Recommendations**
 - 7A. Financial Report**
 - 7B. Request Approval to Solicit Bids**
 - 7C. Resolutions – Approve Contract Renewals**
 - 7D. Resolutions – Award Construction Contracts**
 - 7E. Adopt a Resolution – General**
 - 8. Executive Session**
 - Real Estate**
 - Personnel**
 - 9. Adjourn**
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II. ROLL CALL

III. APPROVAL OF MINUTES

- 1. Regular Board Meeting – November 27, 2018**

(Enclosure #1)

(Roll Call)

IV. PRESENTATIONS

We do not have any presentations this month

V. PUBLIC COMMENT

- Ms. Yolanda Wilcox – Housing Choice Voucher**
- Ms. Ella Adams – Pinecrest Resident**
- Ms. Joann Richardson – Pinecrest Resident**
- Ms. Pertrika Wade – Pinecrest Resident**

VI. J-RAB ROSS GRANT UPDATE

J-RAB ROSS Grant Update

(Enclosure #2) **NO J-RAB ROSS GRANT UPDATE (will combine with January)**

VII. DISCUSSION OF SECRETARY RECOMMENDATIONS

The Following Recommendations Are Offered for The Board of Commissioners Approval:

7A. Approval of the Financial Report

1. Resolution #5171 – Resolution Approving the Bad Debt Write-Offs for November 2018

(Enclosure #3) (Reema Ruberg) (Roll Call)

2. Resolution #5172 – Resolution Approving the Audited 2018 Financial Statements

(Enclosure #4) (Reema Ruberg) (Roll Call)

7B. Request Approval to Solicit Bids for the following items:

No Solicitations this Month

7C. Contract Renewals:

1. Resolution #5173 – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Sign the Third Contract Extension Option Through June 30, 2019 with Adams, Stepner, Woltermann & Dusing, PLLC; Faulkner & Tepe, LLP; Finney Law Firm, LLC; Freund, Freeze & Arnold; Heis & Wenstrup Co., LPA; Manley Burke; and Marshall Dennehey Warner Coleman & Goggin PC for Solicitation 2016-7001; General Legal Services in an Amount Not-to-Exceed \$200,000 Per Year Funded by Operating Funds, HCV, Affordable Housing, Development and Management Services

(Enclosure #5) (Joy Gazaway/Janell Duncan) (Roll Call)

2. Resolution #5174 – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Sign the Third One-Year Contract Extension Option with Fleet Care Inc. and Elite Automotive LLC for Solicitation 2016-7102; Automotive Maintenance and Repair Services in an Amount Not-to-Exceed \$150,000 Per Year Funded by Asset Management, HCV, Affordable Housing, Development and COCC

(Enclosure #6) (Janell Duncan) (Roll Call)

3. Resolution #5175 – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Sign the First One-Year Contract Extension Option with General Electric Security, Inc. d/b/a Dial One Security, Inc. for Solicitation 2018-1003; Fire Alarm Services in an Amount Not-to-Exceed \$565,000 Per Maximum 5-Year Contract Agreement Funded by Asset Management

(Enclosure #7) (Cecil McNeary/Janell Duncan) (Roll Call)

7D. Adopt a Resolution to Award the following Construction Contracts:

1. **Resolution #5176** – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Enter into a Contract for Solicitation 2018-3024 with Garland/DBS, Inc. for Roofing System Replacement at the Park Eden for the Amount of \$416,940.00 Funded by Capital Grant Funds

(Enclosure #8) (Joe Norton/Janell Duncan) (Roll Call)

7E. Adopt a Resolution – General

1. **Resolution #5177** – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Enter into a Contract for Solicitation 2018-5005 for Printing and Mailing Services with NGM, Inc. d/b/a Custom Mail Services In a Not-to-Exceed Amount of \$200,000 Annually for a Maximum 5-Year Contract Funded by Operational Funds, Administrative Fees and Management Services Fees

(Enclosure #9) (Janell Duncan) (Roll Call)

2. **Resolution #5178** – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Enter Into a Contract for Solicitation 2019-7001 for Custodial Services with M.T. Franchising Incorporated d/b/a Jan-Pro of Greater Cincinnati/Dayton and Primo Services, LLC In a Not-to-Exceed Amount of \$120,000 Annually for a Maximum 5-Year Contract Funded by Management Services Fees

(Enclosure #10) (Cecil McNeary/Janell Duncan) (Roll Call)

3. **Resolution #5179** – Resolution Adopting Proposed Changes to the 2018-2019 Housing Choice Voucher Administrative Plan

(Enclosure #11) (Lisa Isham) (Roll Call)

4. **Resolution #5180** – Resolution Adopting the Significant Amendment to the FY2018 Annual Plan/Annual Capital Plan and Five Year Capital Plan to Incorporate Changes Required for the Rental Assistance Demonstration

(Enclosure #12) (Joe Norton) v (Roll Call)

5. **Resolution #5181** – Resolution Adopting the Proposed Changes in the 2018-2019 Admissions and Continued Occupancy Policy (ACOP)

(Enclosure #13) (Marquita Flowers) (Roll Call)

6. **Resolution #5182** – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Apply for Disposition of Twenty-Eight (28) Sutter View Apartments as Part of the Conversion to the Rental Assistance Demonstration Program (RAD) and Project-Based Vouchers

(Enclosure #14) (Gary Boeres) (Roll Call)

7. **Resolution #5183** – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Enter into a Contract for Award of Twenty-Eight (28) Project Based Vouchers to the Sutter View, LLC.

(Enclosure #15) (Lisa Isham) (Roll Call)

8. **Resolution #5184** – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority As Signatory on Moderate Rehabilitation (MOD-REHAB) Contracts

(Enclosure #16) (Lisa Isham) (Roll Call)

9. **Resolution #5185** – Resolution Authorizing the Grant of Access Easement Over the Property Located at 1605 Madison Road, Cincinnati, Ohio, Hamilton County Auditor Parcel Nos. 062-0003-0001-90

(Enclosure #17) (Joy Gazaway) (Roll Call)

10. **Resolution #5186** – Resolution Delegating the Authority to the Chief Executive Officer to Submit Two (2) Demolition Applications to the U.S. Department of Housing and Urban Development Special Applications Center for the Demolition of a total of 86 Units and Learning Center Located at Millvale Development.

(Enclosure #18) (Joe Norton/Joy Gazaway) (Roll Call)

VIII. EXECUTIVE SESSION

- Real Estate
- Personnel

IX. ADJOURN

Cincinnati Metropolitan Housing Authority

Board of Commissioners

Mr. William Myles, Chair

Mr. Edward R. O'Donnell, Vice Chair

Mr. Thomas J. Weidman

Ms. Mayme L. Mitchell

Ms. Jill R. McGrail

Mr. Kevin M. Moore

Ms. Marisa Spears