



Webcam and Teleconferencing
Cincinnati, Ohio 45214

TOUCHSTONE PROPERTY SERVICES

MEETING AGENDA

BOARD OF COMMISSIONERS

Cincinnati, OHIO

Tuesday, November 24, 2020

6:00 P.M.

I. AGENDA SCHEDULE

- 1. Call Meeting to Order**
 - 2. Roll Call**
 - 3. Approval of Minutes**
 - 4. Discussion of Secretary Recommendations**
 - 5. Adjourn**
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II. ROLL CALL

III. APPROVAL OF MINUTES

- 1. Board Meeting – October 27, 2020**

(Enclosure #1) (Roll Call)

IV. DISCUSSION OF SECRETARY RECOMMENDATIONS

- 1. Resolution #109 – Resolution to Approve the Write-off of Cary Crossing Uncollectable Tenant Accounts Receivable Balances for October 2020**

(Enclosure #2) (Reema Ruberg) (Roll Call)

- 2. Resolution #110 – Resolution to Approve the Monthly Financial Statement for Touchstone Property Services for the Ten Months Ending October 31, 2020 for Calendar Year 2020**

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

3. **Resolution #111** – Resolution Authorizing Touchstone Property Services, Inc. to Sign the First One-Year Contract Option for Contract 19-036; Audit and Tax Preparation Assistance with Barnes, Dennig & Co. Ltd.; Clark, Schaefer, Hackett & Co. and Novogradac & Company, LLP in a Not-to-Exceed Amount of \$100,000 Annually Per Firm Per Maximum 3-Year Contract Funded by Touchstone Property Services Operating Funds

(Enclosure #4) (Reema Ruberg/Janell Duncan) (Roll Call)

4. **Resolution #112** – Resolution Authorizing Touchstone Property Services, Inc. to Negotiate and Enter Into Contracts for Solicitation TP20-033; Grounds Maintenance and General Facilities Maintenance Services with Honor & Grace, LLC; Thomas Rehabbing, LLC; Brown Development & Construction LLC; Just Right Construction & Lawn Care Service; Brighter Day Outdoor Services, LLC; Myers Landscaping LLC; Goodwin Lawn Care Services LLC; and Allison Landscaping, Inc. in a Not-to-Exceed Amount of \$500,000 Per Firm Per Maximum 5-Year Contract or the Trustee Approved Budget Funded by Operating Funds

(Enclosure #5) (Marquita Flowers/Janell Duncan) (Roll Call)

V. **ADJOURN**

TOUCHSTONE PROPERTY SERVICES, INC. Board

**Cincinnati Metropolitan Housing Authority
Board of Housing Commissioners**

**Mr. William Myles, Chair • Ms. Mayme L. Mitchell, Vice-Chair
Mr. Thomas J. Weidman • Mr. Edward R. O'Donnell • Mr. Kevin M. Moore**