



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, January 25, 2022

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. Approval of By-Laws and Board Governance Policies
 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
 - Staffing
 - Legal
 - Real Estate
 9. Adjourn
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II. ROLL CALL

III. APPROVAL OF MINUTES

1. Regular Board Meeting – December 6, 2021 - TABLED
(Rescheduled from November 30, 2021)
(Enclosure #1)
2. Annual Board Meeting – December 28, 2021
(Rescheduled from December 21, 2021)
(Enclosure #2) (Roll Call)
3. Regular Board Meeting – December 28, 2021
(Rescheduled from December 21, 2021)
(Enclosure #3) (Roll Call)

IV. PRESENTATIONS

- We do not have any presentations this month

V. PUBLIC COMMENT

- We have no requests to speak this month

VI. APPROVAL OF BY-LAWS AND BOARD GOVERNANCE POLICIES

1. **Resolution #5634** – Resolution to Re-Approve the Current By-Laws as Presented at December 28, 2021 Annual Board Meeting

(Enclosure #4)

(Roll Call)

2. **Resolution #5635** – Resolution to Re-Approve the Current Board Governance Policies as Presented at December 28, 2021 Annual Board Meeting

(Enclosure #5)

(Roll Call)

VII. DISCUSSION OF SECRETARY RECOMMENDATIONS

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

7A. Approval of the Financial Report

1. **Resolution #5636** – Resolution Approving the Bad Debt Write-Offs for December 2021

(Enclosure #6)

(Reema Ruberg)

(Roll Call)

2. **Resolution #5637** – Resolution to Approve the Fiscal Year 2022, November and December 2021 Unaudited Financial Statements for the Cincinnati Metropolitan Housing Authority

(Enclosure #7)

(Reema Ruberg)

(Roll Call)

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

1. **Resolution #5638** – Resolution Providing Authorization to Proceed with the Request for Proposals and Solicitations for General Goods and Services from Outside Vendors

1. SOL 2022-3005 – Findlater Gardens & Winton Terrace Wall Pack Light Fixtures Replacement

2. SOL 2022-4002 – Architectural Services for LIHTC

(Enclosure #8)

(Joe Norton/Janell Duncan)

3. SOL 2022-4003 – Legal Services for Construction, Real Estate and Development

(Enclosure #8)

(Gary Boeres/Janell Duncan)

(Roll Call)

7C. Contract Renewals:

1. **Resolution #5639** – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Sign the Third One-Year Contract Extension Option with Urban Sites Construction, LLC and Pennrose Development, LLC for Solicitation 2019-4004; Development Partners for the Cincinnati Neighborhoods of Over-the-Rhine, West End and Central Business District, Paid for Via Development Funds

(Enclosure #9) (Gary Boeres/Janell Duncan) (Roll Call)

2. **Resolution #5640** – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Sign the Second One-Year Contract Extension Option for Solicitation 2020-1001 for Locksmith Supplies and Equipment with IDN H. Hoffman, Inc. (A Division of IDN Global, Inc.) in a Not-to-Exceed Amount of \$100,000 Annually or the Board Approved Budget Per Maximum 5-Year Contract, Funded by Operational Funds, Administrative Fees, Management Services Funds, Capital Funds and Grants

(Enclosure #10) (Marquita Flowers/Janell Duncan) (Roll Call)

3. **Resolution #5641** – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Sign the Second One-Year Contract Extension Option for Solicitation 2020-3001 for Security Camera Systems with Ocean 10 Security, LLC in a Not-to-Exceed Amount of \$500,000 Annually or the Board Approved Budget Per Maximum 5-Year Contract, Funded by Operational Funds, Management Services Funds, Capital Funds and Grants

(Enclosure #11) (Joe Norton/Janell Duncan) (Roll Call)

4. **Resolution #5642** – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Sign the Second One-Year Contract Extension Option for Solicitation 2020-7003 for Moving and Packing Services with E.E. Ward Moving & Storage Co. LLC; Bell Moving and Storage, Inc.; and Keith D. Heard d/b/a Extreme Contract Cleaning in a Not-to-Exceed Amount of \$400,000 Annually Per Firm or the Board Approved Budget for a Maximum 5-Year Contract, Funded by Operational Funds and Development Funds

(Enclosure #12) (Mary Kosik/Janell Duncan) (Roll Call)

5. **Resolution #5643** – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Sign the First One-Year Contract Extension Option for Solicitation 2021-1003 for Waste Collection Services with Rumpke of Ohio, Inc. in a Not-to-Exceed Amount of \$1,000,000 Annually or the Board Approved Budget for a Maximum 5-Year Contract, Funded by Operational Funds

(Enclosure #13) (Marquita Flowers/Janell Duncan) (Roll Call)

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

1. **Resolution #5644** – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Enter Into a Contract for Solicitation 2022-3003 with Garland/DBS, Inc. for the Roofing System Replacement at Maple Tower for the Amount of \$324,135, Paid for by Capital Funds

(Enclosure #14) (Joe Norton/Janell Duncan) (Roll Call)

2. **Resolution #5645** – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Enter Into a Contract for Solicitation 2022-3004 with Garland/DBS, Inc. for the Roofing System Replacement at The Riverview for the Amount of \$258,749, Paid for by Capital Funds

(Enclosure #15) (Joe Norton/Janell Duncan) (Roll Call)

7E. Adopt a Resolution – General

1. **Resolution #5646** – Resolution Authorizing Cincinnati Metropolitan Housing Authority to Execute Any and All Documents, or Take Any Other Action That is Necessary to: (1) Facilitate the Redevelopment of Marianna Terrace; (2) Provide Financing to Marianna Terrace for the Project; and (3) Cause Cincinnati Metropolitan Housing Authority to Execute Any Such Further Documentation for the Project

(Enclosure #16) (Gary Boeres) (Roll Call)

2. **Resolution #5647** – Resolution Authorizing Adoption of CMHA’s Personnel Policies

(Enclosure #17) (Lisa Thomas) (Roll Call)

During December fiscal year 2022 CMHA entered into ten (10) non-construction contracts with not-to-exceed maximum amounts below \$100,000. There were no construction contracts below \$100,000 in December.

(Enclosure #18) (Janell Duncan)

VIII. EXECUTIVE SESSION

- Staffing
- Legal
- Real Estate

IX. ADJOURN

Cincinnati Metropolitan Housing Authority

Board of Commissioners

Mr. William Myles, Chair

Ms. Mayme L. Mitchell, Vice Chair

Mr. Thomas J. Weidman

Ms. Teri Spears

Mr. Reginald J. Harris

Mr. Edward R. O'Donnell

Mr. Kevin M. Moore