



Webcam and Teleconferencing
Cincinnati, Ohio 45214

TOUCHSTONE PROPERTY SERVICES

MEETING AGENDA

BOARD OF COMMISSIONERS

Cincinnati, OHIO

Tuesday, March 29, 2022

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 – March 1, 2022

(Rescheduled from February 22, 2022)

(Enclosure #1) (Roll Call)

IV. DISCUSSION OF SECRETARY RECOMMENDATIONS

1. **Resolution #181 REVISED** – Resolution Approving the Financial Report for the Month of February 2022 with Collection Losses

(Enclosure #2) (Reema Ruberg/Bianka Brown) (Roll Call)

2. **Resolution #182** – Resolution to Approve the Financial Statements for Hamilton County Affordable Housing, Springdale Senior Limited Partnership d/b/a Baldwin Grove, The Reserve on South Martin, Cary Crossing, West Union Square, Sutter View, Evanston, Pinecrest, Park Eden Apartments, City West Retail and Touchstone Property Services for the Two Months Ending February 28, 2022 for Calendar Year 2022

(Enclosure #3) (Reema Ruberg/Bianka Brown) (Roll Call)

3. **Resolution #183 **TABLED** – Resolution to Approve Calendar Year 2022 Budget Revision for Baldwin Grove and Sutter View Apartments**

(Enclosure #4) (Reema Ruberg/Bianka Brown) (Roll Call)

4. **Resolution #184 – Resolution to Approve the Calendar Year 2022 Operating Budgets for Horizon Hills, LLC and Marianna Terrace, LLC**

(Enclosure #5) (Reema Ruberg/Bianka Brown) (Roll Call)

5. **Resolution #185 – Resolution Providing Authorization to Proceed with the Request for Proposals and Solicitations for General Goods and Services from Outside Vendors**

1. TPS22-1004 – Maintenance, Repair and Operating Supplies
2. TPS22-1005 – Annual and Interim Recertification Processing Services
3. TPS22-1006 – Remediation Services
4. TPS22-1007 – Tool and Equipment Rental
5. TPS22-1008 – Flooring Replacement and Repair Services
6. TPS22-1009 – Electrical Maintenance and Repair Services
7. TPS22-1010 – Answering Services
8. TPS22-1011 – Alarm Systems Maintenance Repair and Monitoring

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

6. **Resolution #186 – Resolution Authorizing the Chief Executive Officer of Touchstone Property Services to Sign the First One-Year Contract Extension Option for Solicitation TP21-1004 for Junk Removal Services with Diamond Professional Contractors, LLC; Fanci Structure Corporation LLC; AFIST of Contractors LLC; Rumpke of Ohio, Inc.; Somebody Gotta Do It LLC; The Stonestreet Group LLC; Trustus Transportation, LLC d/b/a Trustus Maintenance & Janitorial; and Prestige Home Improvement & Roofing LLC in a Not-to-Exceed Amount of \$200,000 Annually, Per Contractor, or the Board Approved Budget for a Maximum 5-Year Contract, Funded by Operating Funds**

(Enclosure #7) (Janell Duncan) (Roll Call)

7. **Resolution #187 – Resolution Authorizing the Chief Executive Officer of Touchstone Property Services to Negotiate and Enter Into Lease Agreement with Benjamin Crotte and Jessica Hagen d/b/a Animal Companion Counseling LLC at City West Retail**

(Enclosure #8) (Reema Ruberg) (Roll Call)

During February 2022 of fiscal year 2022, TPS entered into no non-construction contracts with not-to-exceed maximum amounts below \$100,000.

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 • Ms. Teri Spears
Mr. Edward R. O'Donnell • Mr. Kevin M. Moore**