



Webcam and Teleconferencing
Cincinnati, Ohio 45214

TOUCHSTONE PROPERTY SERVICES

MEETING AGENDA

BOARD OF COMMISSIONERS

Cincinnati, OHIO

Tuesday, May 31, 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
-

II. ROLL CALL

III. APPROVAL OF MINUTES

1. Board Meeting – April 26, 2022

(Enclosure #1) (Roll Call)

IV. DISCUSSION OF SECRETARY RECOMMENDATIONS

1. Resolution #195 – Resolution Approving the Financial Report for the Month of April 2022 with Collection Losses

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

2. Resolution #196 – 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 Four Months Ending April 30, 2022 for Calendar Year 2022

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

3. Resolution #197 – Resolution to Approve Calendar Year 2022 Budget Revisions for West Union Square, LLC

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

4. Resolution #198 – Resolution Providing Authorization to Proceed with the Request for Proposals and Solicitations for General Goods and Services from Outside Vendors

1. TP22-1015 – Janitorial Services

(Enclosure #5) (Gregory Johnson/Janell Duncan) (Roll Call)

5. Resolution #199 – Resolution Authorizing the Chief Executive Officer of Touchstone Property Services to Sign the First One-Year Contract Extension Option for Contract TP21-1010; Preventive Maintenance Plan with AFIST of Contractors, LLC; William M. Kramer d/b/a Kramer and Associates Group; and Triton Services, Inc. in a Not-to-Exceed Amount of \$90,000 Annually, Per Contractor, for a Maximum 5-Year Contract, and Not-to-Exceed the Budgeted Amount, Paid for by Operating Funds

(Enclosure #6) (Gregory Johnson/Janell Duncan) (Roll Call)

6. Resolution #200 – Resolution Authorizing the Chief Executive Officer of Touchstone Property Services to Negotiate and Enter Into Contracts for Solicitation TP22-1012; Pest Control Services with The Terminix International Company Limited d/b/a Terminix Commercial; Select Pest Control, Inc.; and High Rock Pest Control, LLC in a Not-to-Exceed Amount of \$100,000 Annually, Per Company, for a Maximum 5-Year Contract, or the Board Approved Budget, Funded by Operating Funds

(Enclosure #7) (Gregory Johnson/Janell Duncan) (Roll Call)

During April 2022 of fiscal year 2022, TPS did not enter into any contracts with not-to-exceed maximum amounts below \$100,000. (Per Resolution #174 approved 01.25.2022, the CEO has Authorization to Execute and Sign Contracts in an Amount Not-to-Exceed \$100,000)

(Enclosure #8) (Janell Duncan)

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 • Ms. Cinnamon D. Pelly
Mr. Edward R. O'Donnell • Mr. Kevin M. Moore**