



CMHA Boardroom  
1635 Western Avenue  
Cincinnati, Ohio 45214

**TOUCHSTONE PROPERTY SERVICES**

**MEETING AGENDA**

**BOARD OF COMMISSIONERS**

**Cincinnati, OHIO**

**Monday, December 6, 2021**

**Rescheduled from November 30, 2021**

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**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. Regular Board Meeting – October 26, 2021

(Enclosure #1) (Roll Call)

**IV. DISCUSSION OF SECRETARY RECOMMENDATIONS**

1. **Resolution #155** – Resolution Approving the Financial Report for the Month of October 2021 with Collection Losses

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

2. **Resolution #156** – Resolution to Approve the Unaudited 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 Ten Months Ending October 31, 2021 for Calendar Year 2021

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

3. **Resolution #157** – Resolution Authorizing the Chief Executive Officer of Touchstone Property Services to Sign the First One-Year Contract Extension Option for Solicitation TP20-007; Vacancy Prep Unit Turnover (Make Ready) Services with BG Cleaning Services, LLC; DCJ Janitorial LLC; Finesse Services, LLC; GJT Construction Inc.; Heroes R Forever Developments LLC; Terry Jarvis d/b/a J Companies; Just Right Construction & Lawn Care Service; KNVY Renovations LLC; Mike Keith d/b/a Mike’s Painting; Pleasant Contracting Services, LLC; Priority Services of Ohio LLC; Charles Sattiewhite d/b/a Sattiewhite Painting and Cleaning; Thomas Rehabbing, LLC; Urbanenvironmental Services LLC; Virtue Painting Inc.; and Xcell Building Maintenance, LLC in a Not-to-Exceed Amount of \$100,000 Per Firm, Per Year for Maximum 3-Year Contracts or the Board Approved Budget, Funded by Operating Funds

(Enclosure #4) (Marquita Flowers/Janell Duncan) (Roll Call)

During October of fiscal year 2021 TPS entered into one (1) non-construction contract with not-to-exceed maximum amount below \$100,000.

(Enclosure #5) (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 • Mr. Reginald J. Harris  
Mr. Edward R. O’Donnell • Mr. Kevin M. Moore**