



CMHA Boardroom  
1635 Western Avenue  
Cincinnati, Ohio 45214

**TOUCHSTONE PROPERTY SERVICES**

**MEETING AGENDA**

**BOARD OF COMMISSIONERS**

**Cincinnati, OHIO**

**Tuesday, August 23, 2022**

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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. Board Meeting – June 28, 2022

(Enclosure #1) (Roll Call)

**IV. DISCUSSION OF SECRETARY RECOMMENDATIONS**

1. Resolution #205 – Resolution Approving the Financial Report for the Month of June 2022 with Collection Losses

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

2. Resolution #206 – 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 Six Months Ending June 30, 2022 for Calendar Year 2022

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

3. **Resolution #207** – Resolution Authorizing the Chief Executive Officer of Touchstone Property Services to Sign the First One-Year Contract Extension Option for Contract TP21-1007; HVAC Maintenance and Repair Services with Blau Mechanical, Inc. in a Not-to-Exceed Amount of \$200,000 Annually for a Maximum 5-Year Contract, Not-to-Exceed the Budgeted Amount, Paid for by Operating Funds

(Enclosure #4) (Janell Duncan) (Roll Call)

4. **Resolution #208** – Resolution Authorizing the Chief Executive Officer of Touchstone Property Services to Negotiate and Enter Into Contracts for Solicitation TP22-1015; Janitorial Services with Amaysn Labor Group LLC; Crossty Renovation Services LLC; Diamond Professional Contractors, LLC; Fanci Structure Construction LLC; Kare ‘N’ Cleaning Services LLC; Key Cleaning Solutions, LLC; Pleazant Contracting Services, LLC; Duchess Dynasty, LLC d/b/a Royalty Janitorial Services; SRB All Occasions LLC; Ultimate Professionals LLC; and Your Family Maid LLC in a Not-to-Exceed Amount of \$300,000 Annually, Per the Pool of Contractors, or the Board Approved Budget for a Maximum 5-Year Contract, Funded by Operating Funds

(Enclosure #5) (Janell Duncan) (Roll Call)

5. **Resolution #209** – Resolution Granting Approval for the Chief Executive Officer of Touchstone Property Services to Execute Contracts, Official HUD Documents, and Required Investor Documents with Dates Preceding the Next Available Board Meeting in Addition to Emergency Documents that Affect the Safety of Employees, Residents, TPS Property and the Community at Large; All Such Actions Shall be Presented to the Board at the Immediate Subsequent Board Meeting

(Enclosure #6) (Gregory Johnson) (Roll Call)

During June and July 2022 of fiscal year 2022, TPS entered into two (2) non-construction 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 #7) (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**