



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 31, 2023

6:00 P.M.

I. AGENDA SCHEDULE

1. Call Meeting to Order
 2. Roll Call
 3. Approval of Minutes
 4. Approval of Board Governance Policies and Bylaws
 5. Discussion of Secretary Recommendations
 - 5A. Financial Report
 - 5B. Request Approval to Solicit Bids
 - 5C. Resolutions – Approve Contract Renewals
 - 5D. Resolutions - Award Construction Contracts
 - 5E. Adopt a Resolution – General
 6. CEO Presentation
 7. Executive Session
 - Real Estate
 - Personnel
 8. Adjourn
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II. ROLL CALL

III. APPROVAL OF MINUTES

1. Annual Board Meeting – December 20, 2022
(Enclosure #1) (Roll Call)
2. Regular Board Meeting – December 20, 2022
(Enclosure #2) (Roll Call)

IV. APPROVAL OF BOARD GOVERNANCE POLICIES AND BYLAWS

1. Resolution #5779 – Resolution to Approve the Board Governance Policies as Presented at December 20, 2022 Annual Board Meeting
(Enclosure #3) (Roll Call)
2. Resolution #5780 – Resolution to Approve the CMHA Bylaws as presented at December 20, 2022 Annual Board Meeting
(Enclosure #4) (Roll Call)

V. DISCUSSION OF SECRETARY RECOMMENDATIONS

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

5A. Approval of the Financial Report

1. **Resolution #5781** – Resolution Approving the Bad Debt Write-Offs for December 2022

(Enclosure #5) (Reema Ruberg) (Roll Call)

2. **Resolution #5782** – Resolution Approving the Fiscal Year 2023, November 2022 Financial Statements for the Cincinnati Metropolitan Housing Authority

(Enclosure #6) (Reema Ruberg) (Roll Call)

3. **Resolution #5783** – Resolution Approving the Fiscal Year 2023, December 2022 Financial Statements for the Cincinnati Metropolitan Housing Authority

(Enclosure #7) (Reema Ruberg) (Roll Call)

5B. Request Approval to Solicit Bids for the following items:

1. **Resolution #5784** – Resolution Providing Authorization to Proceed with the Request for Proposals and Solicitations for General Goods and Services from Outside Vendors

1. SOL 2023 – 1008 Inspection Services and Training (Asset Management)
2. SOL 2023 – 1009 Work Order Services (Asset Management)

(Enclosure #8) (Marquita Flowers/Janell Duncan) (Roll Call)

5C. Contract Renewals:

1. **Resolution #5785** – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Sign the Fourth One-Year Contract Extension Option for Contract 2019-4004; Development Partners for the Cincinnati Neighborhoods of Over-the-Rhine, West End and the Central Business District with Urban Sites Construction, LLC and Pennrose Development, LLC, Paid for via Development Funds

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

2. **Resolution #5786** – Resolution Retroactively Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Sign the Fourth One-Year Contract Extension Option for Contract 2018-4007 for Project Management, RAD Development and Design Management Consultants with Community Development Strategies, Inc.; CSG Advisors Incorporated; CVR Associates, Incorporated; and Dominion Environmental Group, d/b/a Dominion Due Diligence Group in a Not-to-Exceed Amount of \$100,000 Annually Per Firm, for a Maximum 5-Year Contract, Funded by Development Funds and Capital Grants

(Enclosure #10) (Gary Boeres/Janell Duncan) (Roll Call)

3. **Resolution #5787** – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Sign the Third One-Year Contract Extension Option for Contract 2020-1001; 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, for a Maximum 5-Year Contract, Funded by Operational Funds, Administrative Fees, Management Services Funds and Capital Grants

(Enclosure #11) (Marquita Flowers/Janell Duncan) (Roll Call)

4. **Resolution #5788** – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Sign the Third One-Year Contract Extension Option for Contract 2020-7003; 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 Contractor, or the Board Approved Budget, for a Maximum 5-Year Contract, Funded by Operational Funds (Asset Management) and Development Funds

(Enclosure #12) (Marquita Flowers/Janell Duncan) (Roll Call)

5. **Resolution #5789** – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Sign the First One-Year Contract Extension Option for Contract 2022-3001; Environmental Consulting Services with M.A.C. Paran Consulting Services, Inc.; Dominion Environmental Group, Inc. d/b/a Dominion Due Diligence Group; Bureau Veritas Technical Associates LLC; and The Mannik & Smith Group, Inc. in a Not-to-Exceed Amount of \$100,000 Annually Per Firm, or the Board Approved Budget, for a Maximum 5-Year Contract, Funded by Operational Funds, Management Services Funds, Development Funds and Capital Grants

(Enclosure #13) (Joe Norton/Janell Duncan) (Roll Call)

5D. Adopt a Resolution to Award the following Construction Contracts:

There are no new construction contracts over \$100,000 this month.

5E. Adopt a Resolution – General

1. **Resolution #5790** – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Negotiate and Enter Into Contracts for Solicitation 2023-1003; Fire Alarm Services with Seco Electric Co., Inc.; Koorsen Fire & Security, Inc.; and Integrated Protection Services, Inc. in a Not-to-Exceed Amount of \$120,000 for the Pool of Contractors Annually, or the Board Approved Budget, for a Maximum 5-Year Contract, Funded by Operational Funds (Asset Management)

(Enclosure #14) (Marquita Flowers/Janell Duncan) (Roll Call)

2. **Resolution #5791** – Resolution Retroactively Approving the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Negotiate and Enter Into Contracts for Solicitation 2023-1006; Fire Watch Services at Stanley Rowe with the Stonestreet Group LLC; Trustus Security LLC and Companies by Design LLC d/b/a Refresh Property Solutions in a Not-to-Exceed Amount of \$405,000 for the Pool of Contractors, Funded by Operational Funds (Asset Management) and Capital Grant Funds

(Enclosure #15) (Marquita Flowers/Janell Duncan) (Roll Call)

3. **Resolution #5792** – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Negotiate and Enter Into a Contract for Solicitation 2022-4011; Development of Single-Family Homes at City West with Willow Creek Sells, LLC d/b/a Funke Real Estate Group, Funded by Development Funds

(Enclosure #16) (Gary Boeres/Janell Duncan) (Roll Call)

4. **Resolution #5793** – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Negotiate and Enter Into Contracts for Solicitation 2023-4001; Project Management Consultants for Construction, Finance Development and Financial Management with Joan M. Garrity; Guiven LLC; Sparks Consulting Services, LLC; and Baker Tilly US, LLP in a Not-to-Exceed Amount of \$345,000 Annually for the Pool of Contractors, or the Board Approved Budget, for a Maximum 5-Year Contract, Funded by Capital and Development Funds

(Enclosure #17) (Gary Boeres/Joe Norton/Janell Duncan) (Roll Call)

5. **Resolution #5794** – Resolution Authorizing Adoption of CMHA’s Personnel Policies

(Enclosure #18) (Lisa Thomas) (Roll Call)

6. **Resolution #5795** – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Award a Contract for Employer Health Insurance Coverage to United Healthcare, Dental Insurance Coverage to Superior Dental Care and Vision Insurance Coverage to EyeMed, Funded by Operational Funds, Administrative Fees, TPS Operating Funds, Development Funds and Management Services Funds

(Enclosure #19) (Lisa Thomas) (Roll Call)

7. **Resolution #5796** – Resolution Approving the Collective Bargaining Agreement Between the AFSCME Ohio Council 8 – Local 1027 and the Cincinnati Metropolitan Housing Authority

(Enclosure #20) (Lisa Thomas) (Roll Call)

8. **Resolution #5797** – Resolution Approving the Gift Card Policy of the Cincinnati Metropolitan Housing Authority

(Enclosure #21) (Reema Ruberg) (Roll Call)

9. **Resolution #5798** – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Submit an Amendment to the Approved Demolition Application with the HUD Special Applications Center Requesting Authority to Dispose of the Considine Parcels and to Negotiate Their Sale At or Above Fair Market Value

(Enclosure #22) (Tobias Eisenlohr/Gregory Johnson) (Roll Call)

10. **Resolution #5799** – Resolution Authorizing the Submission of a HUD RAD/Section 18 Blend Application to the Department of Housing and Urban Development for Winton Terrace and Findlater Gardens

(Enclosure #23) (Gary Boeres) (Roll Call)

11. Resolution #5800 – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Pursue Financing for Logan County/Chillicothe Cove and Signature Authority to Execute Documents for the Purposes of Applying for Financing for Redevelopment, Which Includes Engaging Lenders and Tax Credit Syndicators

(Enclosure #24) (Gary Boeres) (Roll Call)

12. Resolution #5801 – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Sign a Master Development Agreement with the Logan County Housing Authority and Marker Development for the Development of Chillicothe Cove in Logan County Ohio

(Enclosure #25) (Gary Boeres) (Roll Call)

13. Resolution #5802 – Resolution Authorizing Third Renewal of Lease Agreement for Millvale Recreation Center with City of Cincinnati, Lessee, with the Amended Plat Showing the New Boundaries of the Recreation Center

(Enclosure #26) (Tobias Eisenlohr) (Roll Call)

14. Resolution #5768 – Amended Resolution Correcting Original Resolution 5768 for Ownership

(Enclosure #27) (Reema Ruberg) (Roll Call)

During December 2022, Fiscal Year 2023, CMHA entered into two (2) non-construction contracts with not-to-exceed maximum amounts below \$100,000. CMHA did not enter into any construction contracts below \$100,000 in December. (Per Resolution #5726 approved 08.23.2022, the CEO has Authorization to Execute and Sign Contracts in an Amount Not-to-Exceed \$100,000).

(Enclosure #28) (Janell Duncan)

VI. CEO Presentation

VII. Executive Session

- Real Estate**
- Personnel**

VIII. 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

Ms. Bernadette Watson

Mr. Edward R. O'Donnell

Mr. Kevin M. Moore