



CMHA Boardroom
1635 Western Avenue
Cincinnati, Ohio 45214

TOUCHSTONE PROPERTY SERVICES, INC.

MEETING AGENDA

BOARD OF COMMISSIONERS

Cincinnati, OHIO

Tuesday, December 19, 2023

4:15 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 – November 21, 2023 (**Rescheduled from November 28, 2023**)

(Enclosure #1) (Roll Call)

IV. DISCUSSION OF SECRETARY RECOMMENDATIONS

1. Resolution #282 – Resolution Approving the Financial Report for the Month of November 2023 with Collection Losses

(Enclosure #2) (Bryan Shelton/Reema Ruberg) (Roll Call)

2. Resolution #283 – Resolution to Approve the Final 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, Marianna Terrace, Horizon Hills, City West Retail and Touchstone Property Services for the Ten Months Ending October 31, 2023 for Calendar Year 2023

(Enclosure #3) (Bryan Shelton/Reema Ruberg) (Roll Call)

3. **Resolution #284** – Resolution Authorizing the Chief Executive Officer of Touchstone Property Services to Negotiate and Enter Into Contracts for Solicitation TP24-1001; Grounds Maintenance and General Facilities Maintenance Services with Trustus Transportation, LLC d/b/a Trustus Maintenance & Janitorial; Cyndi’s Gardens LLC; Just Right Construction & Lawn Care Service; Butler Lawn Care and Landscaping Corporation; Brighter Day Outdoor Services, LLC; Goodwin Lawn Care Services, LLC; A-Z Lawn Care & Property Management LLC; and Steven Scales d/b/a B&H Elite Complete Lawn and Garden Care in a Not-to-Exceed Amount of \$150,000 Annually Per Contractor or the Board Approved Budget for a Maximum 5-Year Contract, Funded by Operating Funds

(Enclosure #4) (Jeff Burton/Janell Duncan) (Roll Call)

During November 2023 of fiscal year 2023, TPS entered into six (6) non-construction contracts with not-to-exceed maximum amounts 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
Ms. Bernadette Watson
Mr. Edward R. O’Donnell
Mr. Kevin M. Moore**