



Cincinnati Metropolitan Housing Authority
CMHA Boardroom
1635 Western Avenue
Cincinnati, Ohio 45214

CMHA BOARD OF COMMISSIONERS

REGULAR MEETING AGENDA

BOARD OF COMMISSIONERS

Cincinnati, Ohio

Friday, January 26, 2024

Rescheduled from January 30, 2024

2:15 P.M.

I. AGENDA SCHEDULE

1. Call Meeting to Order
 2. Roll Call
 3. Approval of Minutes
 4. CMHA Updates
 5. Public Comment
 6. Approval of Board Governance Policies and Bylaws
 7. Discussion of Secretary Recommendations
 - 7A. Financial Report
 - 7B. Request Approval to Solicit Bids
 - 7C. Resolutions – Approve Contract Renewals
 - 7D. Resolutions - Award Construction Contracts
 - 7E. Adopt a Resolution – General
 8. Adjourn
-

II. ROLL CALL

III. APPROVAL OF MINUTES

1. Annual Board Meeting – December 19, 2023
 - (Enclosure #1)
 - (Roll Call)
2. Regular Board Meeting – December 19, 2023
 - (Enclosure #2)
 - (Roll Call)

IV. CMHA UPDATES

- Ms. Marquita Flowers – City/County/Health Codes Violations Update
- Mr. Joe Norton – City/County/Health Codes Violations Capital Update
- Ms. Marquita Flowers – Leasing Action Plan Update, Asset Management

V. PUBLIC COMMENT

- Ms. Marcia M. Battle – Anu U-Rising CEO

VI. APPROVAL OF BOARD GOVERNANCE POLICIES AND BYLAWS

1. **Resolution #5949** – Resolution to Approve the Board Governance Policies as Presented at December 19, 2023 Annual Board Meeting

(Enclosure #3)

(Roll Call)

2. **Resolution #5950** – Resolution Amending the CMHA Bylaws to Formally Update the Consent Agenda Policy

(Enclosure #4)

(Tobias Eisenlohr)

(Roll Call)

3. **Resolution #5951** – Resolution to Approve the CMHA Bylaws with the Amended Consent Agenda Policy

(Enclosure #5)

(Roll Call)

VII. DISCUSSION OF SECRETARY RECOMMENDATIONS

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

7A. Approval of the Financial Report

1. **Resolution #5952** – Resolution Approving the Bad Debt Write-Offs for December 2023

(Enclosure #6)

(Cedric Oluoch/Marquita Flowers)

(Roll Call)

2. **Resolution #5953** – Resolution to Approve Fiscal Year 2024, November 2023 Financial Statements for the Cincinnati Metropolitan Housing Authority

(Enclosure #7)

(Cedric Oluoch/Reema Ruberg)

(Roll Call)

7B. Request Approval to Solicit Bids for the following items:

1. **Resolution #5954** – Resolution Providing Authorization to Proceed with the Request for Proposals and Solicitations for General Goods and Services from Outside Vendors

1. **SOL 2024-1012** – Appliance and Plumbing Parts

(Enclosure #8)

(Marquita Flowers/Ashley Clericus)

2. **SOL 2024-3004** – Beechwood RAD Conversion Renovations

(Enclosure #8)

(Joe Norton/Ashley Clericus)

3. **SOL 2024-5004** – Fee Accountant

(Enclosure #8)

(Cedric Oluoch/Ashley Clericus)

(Roll Call)

7C. Contract Renewals:

1. **Resolution #5955** – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Sign the Fourth One-Year Contract Extension Option for Contract 2020-7003; Moving and Packing Services with E.E. Ward Moving & Storage Co. LLC; and Bell Moving and Storage, Inc. 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 #9) (Marquita Flowers/Ashley Clericus) (Roll Call)

2. **Resolution #5956** – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Sign the Fourth 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 (Asset Management), Administrative Fees (HCV), Management Services Funds (COCC) and Capital Grants

(Enclosure #10) (Marquita Flowers/Ashley Clericus) (Roll Call)

3. **Resolution #5957** – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Sign the Second 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 (Asset Management), Management Services Funds (COCC), Capital Grants and Development Funds

(Enclosure #11) (Joe Norton/Ashley Clericus) (Roll Call)

7D. Adopt a Resolution to Award the following Construction Contracts:

1. **Resolution #5958** – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Enter Into a Contract for Solicitation 2024-3002; Race Street Façade Repair for the Amount of \$148,400 with Houston Brothers Waterproofing, Inc., Funded by Capital Funds

(Enclosure #12) (Joe Norton) (Roll Call)

7E. Adopt a Resolution – General

- 1. Resolution #5959 – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Negotiate and Enter Into Contracts for Solicitation 2023-1034; Additional Glass and Window Installation Services with On Time Glass and Services LLC in a Not-to-Exceed Amount of \$80,000 Annually or the Board Approved Budget for a Maximum 5-Year Contract, Funded by Operational Funds (Asset Management)**

(Enclosure #13) (Marquita Flowers/Ashley Clericus) (Roll Call)

- 2. Resolution #5960 – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Negotiate and Enter Into Contracts for Solicitation 2024-1008; Supplemental Pest Control Services with Select Pest Control, Inc. and Rich the Pest Guy LLC in a Not-to-Exceed Amount of \$80,000 Annually Per Contractor or the Board Approved Budget for a Maximum 5-Year Contract, Funded by Operational Funds (Asset Management)**

(Enclosure #14) (Marquita Flowers/Ashley Clericus) (Roll Call)

- 3. Resolution #5961 – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Negotiate and Enter Into Contracts for Solicitation 2024-4001; Development Consultants with Community Development Strategies, Inc.; CSG Advisors Incorporated; National Council for Community Development, Inc. d/b/a Grow America; LDA Architects, Inc.; Henge Development LLC; and Kaiker Development, LLC 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 Capital Grants and Development Funds**

(Enclosure #15) (Gary Boeres/Ashley Clericus) (Roll Call)

- 4. Resolution #5962 – Resolution Authorizing Adoption of CMHA’s Personnel Policies**

(Enclosure #16) (Lisa Thomas) (Roll Call)

- 5. Resolution #5963 – Resolution Adopting the Proposed Changes to the July 1, 2023 – June 30, 2024 Housing Choice Voucher Administrative Plan**

(Enclosure #17) (Lisa Isham) (Roll Call)

- 6. Resolution #5964 – Resolution Adopting the Proposed Changes to the July 1, 2023 – June 30, 2024 Admissions and Continued Occupancy Policy (ACOP)**

(Enclosure #18) (Marquita Flowers) (Roll Call)

7. **Resolution #5965** – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Execute Renewals on Moderate Rehabilitation (MOD-REHAB) Contracts

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

During December 2023, Fiscal Year 2024, CMHA entered into three (3) non-construction contracts with not-to-exceed minimum amounts \$100,000. CMHA entered into one (1) construction contract below \$100,000 in December.

(Enclosure #20) (Ashley Clericus)

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