



CMHA Boardroom  
1635 Western Avenue  
Cincinnati, Ohio 45214

**TOUCHSTONE PROPERTY SERVICES, INC.**

**MEETING AGENDA**

**BOARD OF COMMISSIONERS**

**Cincinnati, OHIO**

**Tuesday, April 30, 2024**

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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 – March 26, 2024

(Enclosure #1) (Roll Call)

**IV. DISCUSSION OF SECRETARY RECOMMENDATIONS**

1. **Resolution #301** – Resolution Approving the Financial Report for the Month of March 2024 with Collection Losses

(Enclosure #2) (Cedric Oluoch/Jeff Burton) (Roll Call)

2. **Resolution #302** – Resolution Authorizing the Chief Executive Officer of Touchstone Property Services to Sign the Second One-Year Contract Extension Option for Contract TP22-5001; Audit and Tax Preparation Assistance with Novogradac & Company, LLP; and Citrin Cooperman & Company, LLP in a Not-to-Exceed Amount of \$125,000 Annually Per Contractor or the Board Approved Budget for a Maximum 5-Year Contract, Funded by Operating Funds

(Enclosure #3) (Cedric Oluoch/Ashley Clericus) (Roll Call)

3. **Resolution #303** – Resolution Authorizing the Chief Executive Officer of Touchstone Property Services to Sign the First One-Year Contract Extension Option for Contract TP23-1007; Pest Control Services with High Rock Pest Control, LLC; and The Terminix International Company Limited d/b/a Terminix Commercial in a Not-to-Exceed Amount of \$60,000 Annually Per Contractor or the Board Approved Budget for a Maximum 5-Year Contract, Funded by Operating Funds

(Enclosure #4) (Jeff Burton/Ashley Clericus) (Roll Call)

4. **Resolution #304** – Resolution Authorizing the Chief Executive Officer of Touchstone Property Services to Negotiate and Enter Into Contracts for Solicitation TP24-1002; Supplemental Vacancy Prep with G2 Residential Services, LLC; AHRLC Property Management and Construction Co.; Pleazant Contracting Services, LLC; Diamond Professional Contractors, LLC; Howard Edwards Contractors, LLC; Second Chance Renovations; MRJ Construction and Maintenance, LLC; Beyond Cleaning and Labor Services LLC; My Home Pro LLC; and Road to Perfection LLC in a Not-to-Exceed Amount of \$100,000 Annually Per Contractor or the Board Approved Budget for a Maximum 5-Year Contract, Funded by Operating Funds

(Enclosure #5) (Jeff Burton/Ashley Clericus) (Roll Call)

5. **Resolution #305** – Resolution Authorizing the Chief Executive Officer of Touchstone Property Services to Negotiate and Enter Into Contracts for Solicitation TP24-5002; Fee Accountant with Emerge Accounting CPA, PC and BDO USA, P.C. 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 #6) (Cedric Oluoch/Ashley Clericus) (Roll Call)

**During March 2024 of fiscal year 2024, TPS did not enter into any non-construction contracts with not-to-exceed maximum amounts below \$100,000.**

(Enclosure #7) (Ashley Clericus)

## 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**