



West Union Square  
2942 Banning Road  
Cincinnati, Ohio

TOUCHSTONE PROPERTY SERVICES, INC.

MEETING AGENDA

BOARD OF COMMISSIONERS

Cincinnati, OHIO

Tuesday, October 29, 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 – August 22, 2024 (**Rescheduled from August 20, 2024**)

(Enclosure #1) (Roll Call)

2. Board Meeting – September 24, 2024

(Enclosure #2) (Roll Call)

**V. DISCUSSION OF SECRETARY RECOMMENDATIONS**

1. Resolution #327 – Resolution Approving the Bad Debt Write-Offs for September 2024

(Enclosure #3) (Cedric Oluoch/Jeff Burton) (Roll Call)

2. Resolution #328 – Resolution to Approve the 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, Bennett Point, City West Retail and Touchstone Property Services for the Month Ending September 30, 2024 for Calendar Year 2024

(Enclosure #4) (Cedric Oluoch/Jeff Burton) (Roll Call)

**3. Resolution #329 – Resolution Approving the Calendar Year 2024 Budget Revision for Touchstone Property Services**

**(Enclosure #5) (Cedric Oluoch/Jeff Burton) (Roll Call)**

**4. Resolution #330 – Resolution to Approve the Calendar Year 2025 Annual Budget for Touchstone Property Services**

**(Enclosure #6) (Cedric Oluoch/Jeff Burton) (Roll Call)**

**5. Resolution #331 – Resolution Authorizing Touchstone Property Services, Inc. to Enter Into a Property Management Agreement and Associated Documents with Marquette Manor LLC in Conjunction with the Redevelopment of Marquette Manor**

**(Enclosure #7) (Gary Boeres) (Roll Call)**

**6. Resolution #332 – Resolution Authorizing the Chief Executive Officer of Touchstone Property Services to Sign the Second One-Year Contract Extension Option for Contract TP22-1010: Answering Services and Outbound Calls for Touchstone Property Services with Gilson Software Solutions – PHA, LLC in a Not-to-Exceed Amount of \$52,000 Annually or the Board Approved Budget for a Maximum 5-Year Contract, Funded by Operating Funds**

**(Enclosure #8) (Jeff Burton/Marco Benavides) (Roll Call)**

**7. Resolution #333 – Resolution Authorizing Renewal of Rights of Entry to Local Law Enforcement Agencies to Enter Onto Touchstone Properties**

**(Enclosure #9) (Tobias Eisenlohr) (Roll Call)**

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

**(Enclosure #10) (Marco Benavides)**

**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**