



The Reserve on South Martin  
7363 Martin Street  
Cincinnati, Ohio

TOUCHSTONE PROPERTY SERVICES, INC.

**MEETING AGENDA**

**BOARD OF COMMISSIONERS**

**Cincinnati, OHIO**

**Tuesday, November 26, 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 – October 29, 2024**

**(Enclosure #1) (Roll Call)**

**V. DISCUSSION OF SECRETARY RECOMMENDATIONS**

- 1. Resolution #334 – Resolution Approving the Bad Debt Write-Offs for October 2024**

**(Enclosure #2) (Henry Oberson/Jeff Burton) (Roll Call)**

- 2. Resolution #335 – 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, Riverview San Marco, City West Retail and Touchstone Property Services for the Month Ending October 31, 2024 for Calendar Year 2024**

**(Enclosure #3) (Henry Oberson/Jeff Burton) (Roll Call)**

3. **Resolution #336 REVISED – Resolution Authorizing Touchstone Property Services, Inc. to Enter into a Property Management Agreement and Associated Documents with Beechwood RAD, LLC in Conjunction with the Redevelopment of The Beechwood**

(Enclosure #4) (Gary Boeres) (Roll Call)

4. **Resolution #337 – Resolution Authorizing the Chief Executive Officer of Touchstone Property Services to Sign the Second One-Year Contract Extension Option for Contract TP23-1002; Vacancy Prep Unit Turnover (Make Ready) Services with Crossty Renovation Services LLC; DCJ Janitorial LLC; G2 Residential Services, LLC; GJT Construction Inc.; Terry Jarvis d/b/a J Companies; Just Right Construction & Lawn Care Service; KNVY Renovations LLC; Duchess Dynasty LLC d/b/a Royalty Janitorial Services; Trustus Transportation, LLC d/b/a Trustus Maintenance & Janitorial; Terrance Shipmon d/b/a Upgrade Renovation Restoration and Repair Company; A-1 Janitorial Services LLC; D10, LLC; and Brown Development & Construction LLC in a Not-to-Exceed Amount of \$225,000 Annually for the Pool of Contractors or the Board Approved Budget for a Maximum 3-Year Contract, Funded by Operating Funds**

(Enclosure #5) (Jeff Burton/Marco Benavides) (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 #6) (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**