



CMHA Boardroom
1635 Western Avenue
Cincinnati, Ohio 45214

TOUCHSTONE PROPERTY SERVICES, INC.

MEETING AGENDA

BOARD OF COMMISSIONERS

Cincinnati, OHIO

Tuesday, December 17, 2024

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 – November 26, 2024

(Enclosure #1) (Roll Call)

IV. DISCUSSION OF SECRETARY RECOMMENDATIONS

1. Resolution #338 – Resolution Approving the Financial Report for the Month of November 2024 with Collection Losses

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

2. Resolution #339 – Resolution to Approve the Estimated Results of Operations 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 Eleven Months Ending November 30, 2024 for Calendar Year 2024

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

3. **Resolution #340** – Resolution Authorizing the Chief Executive Officer of Touchstone Property Services to Sign the First One-Year Contract Extension Option for Contract 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/Marco Benavides) (Roll Call)

During November 2024 of fiscal year 2024, TPS entered into two (2) non-construction contracts with not-to-exceed maximum amounts below \$100,000. Appropriate Procurement processes are adhered to for all purchases.

(Enclosure #5) (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