



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

CMHA BOARD OF COMMISSIONERS

REGULAR MEETING AGENDA

BOARD OF COMMISSIONERS

Cincinnati, Ohio

Tuesday, January 28, 2025

6:00 P.M.

I. AGENDA SCHEDULE

- 1. Call Meeting to Order**
 - 2. Roll Call**
 - 3. Approval of Minutes**
 - 4. CMHA Updates**
 - 5. Approval of FY2024 Financial Audit**
 - 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**
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II. ROLL CALL

III. APPROVAL OF MINUTES

- 1. Public Hearing Meeting – Significant Amendments – December 17, 2024**

(Enclosure #1)	(Roll Call)
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- 2. Annual Board Meeting – December 17, 2024**

(Enclosure #2)	(Roll Call)
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- 3. Regular Board Meeting – December 17, 2024**

(Enclosure #3)	(Roll Call)
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IV. CMHA UPDATES

- **Mr. Henry Oberson – Audit Update Report – Introduction of Auditors**
- **Ms. Marquita Flowers – Leasing Action Plan Update, Asset Management**
- **Mr. Joe Norton – Code Violations Modernization/Capital Update**
- **Mr. Gary Boeres – Development Department Update**
- **Ms. Gina Stewart – Relocation and EnVision Center Updates**
- **Ms. Marquita Flowers – Resident Good Standing**
- **Ms. Reema Ruberg – City West Update**

V. APPROVAL OF FY2024 FINANCIAL AUDIT

1. **Resolution #6154 – Resolution Approving the Cincinnati Metropolitan Housing Authority Audit for Fiscal Year 2024**

(Enclosure #4) (Henry Oberson) (Roll Call)

VI. APPROVAL OF BOARD GOVERNANCE POLICIES AND BYLAWS

1. **Resolution #6155 – Resolution to Approve the Board Governance Policies as Presented at December 17, 2024 Annual Board Meeting**

(Enclosure #5) (Roll Call)

2. **Resolution #6156 – Resolution to Approve the CMHA Bylaws as Presented at December 17, 2024 Annual Board Meeting**

(Enclosure #6) (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 #6157 – Resolution Approving the Bad Debt Write-Offs for December 2024**

(Enclosure #7) (Henry Oberson/Marquita Flowers) (Roll Call)

2. **Resolution #6158 – Resolution to Approve Fiscal Year 2025, December 2024 Preliminary Unaudited Financial Statements for the Cincinnati Metropolitan Housing Authority**

(Enclosure #8) (Henry Oberson) (Roll Call)

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

- 1. Resolution #6159 – Resolution Providing Authorization to Proceed with the Request for Proposals and Solicitations for General Goods and Services from Outside Vendors**
 - 1. SOL 2025-1006 Recertification Services**
 - 2. SOL 2025-1007 Tenant Screening**
 - 3. SOL 2025-1008 Tub and Tile Refinishing Services**
 - 4. SOL 2025-1009 Appliance Repair**
 - 5. SOL 2025-1010 Reception Services**
 - 6. SOL 2025-1011 Locksmith Supplies**
 - 7. SOL 2025-1012 Moving and Packing**

(Enclosure #9) (Marquita Flowers/Marco Benavides) (Roll Call)

7C. Contract Renewals:

- 1. Resolution #6160 – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Sign the Third 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 \$150,000 Annually Per Contractor 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 #10) (Joe Norton/ Marco Benavides) (Roll Call)

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

There are no New Construction Contracts this month

7E. Adopt a Resolution – General

- 1. Resolution #6161 – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Pursue Financing, Submit a 9% Tax Credit Application, Negotiate, and Execute and Intergovernmental Agreement with Logan County Metropolitan Housing Authority for the Lake Lagoon Project in Logan County**

(Enclosure #11) (Gary Boeres) (Roll Call)

- 2. Resolution #6162 – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority (CMHA) to Consent to the Vacation of Goose Alley by the City of Cincinnati**

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

3. **Resolution #6163** – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Negotiate and Enter into Contracts for Solicitation 2025-4001; General Architectural Services with Berardi + Partners Holdings, Inc.; City Studios Architecture, LLC; Envisage Architecture LLC; GBBN Architects, Inc.; Hub & Weber Architects, PLC; LDA Architects, Inc.; Meacham & Apel Architects, Inc. d/b/a MA Design; Oregon Group Architects, Inc.; and R.E. Warner & Associates, Inc. in a Not-to-Exceed Amount of \$750,000 Annually Per Contractor or the Board Approved Budget for a Maximum 5-Year Contract, Funded by Capital Grants and Development Funds

(Enclosure #13) (Joe Norton/Gary Boeres) (Roll Call)

4. **Resolution #6164** – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Enter into a Memorandum of Understanding (MOU) with Hamilton County Job and Family Services on the Application for and Administration of Fostering Youth Independence and Family Unification Vouchers and Authorize Approval for the Chief Executive Officer to Submit the Application to HUD for the FYI/FUP Vouchers

(Enclosure #14) (Lisa Isham) (Roll Call)

5. **Resolution #6165** – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Complete and Execute All Due Diligence Items Necessary for the Submission of an Application to HUD’s Special Application Center (SAC) for the Disposition of Race Street Apartments, At or Above Fair Market Value (FMV)

(Enclosure #15) (Joe Norton) (Roll Call)

During December 2024, Fiscal Year 2025, CMHA entered into three (3) non-construction contracts with not-to-exceed minimum amounts \$100,000. CMHA did not enter into any construction contracts below \$100,000 in December.

(Enclosure #16) (Marco Benavides)

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. Lann B. Field

Ms. Bernadette Watson

Mr. Edward R. O’Donnell