



CMHA Boardroom
1635 Western Avenue
Cincinnati, Ohio 45214

TOUCHSTONE PROPERTY SERVICES, INC.

MEETING AGENDA

BOARD OF COMMISSIONERS

Cincinnati, OHIO

Tuesday, October 28, 2025

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

II. ROLL CALL

III. APPROVAL OF MINUTES

1. Board Meeting – August 19, 2025
(Enclosure #1) (Roll Call)
2. Board Meeting – September 30, 2025
(Enclosure #2) (Roll Call)

IV. DISCUSSION OF SECRETARY RECOMMENDATIONS

1. **Resolution #394** – Resolution Approving the Financial Report for the Month of September 2025 with Collection Losses
(Enclosure #3) (Vernal Moore/Christy Stuckey/Cedric Oluoch) (Roll Call)
2. **Resolution #395** – 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, Logan Commons, Beechwood, Marquette Manor, City West Retail and Touchstone Property Services for the Month Ending September 30, 2025 for Calendar Year 2025
(Enclosure #4) (Vernal Moore/Christy Stuckey/Cedric Oluoch) (Roll Call)

3. **Resolution #396** – Resolution to Approve Calendar Year 2026 Annual Budget for Touchstone Property Services Instrumentalities

(Enclosure #5) (Vernal Moore/Christy Stuckey/Cedric Oluoch) (Roll Call)

4. **Resolution #397** – Resolution Providing Authorization to Proceed with the Request for Proposals and Solicitations for General Goods and Services from Outside Vendors

1. TP25-1035 – Answering Services
2. TP25-1036 – Emergency Hotel Services

(Enclosure #6) (Vernal Moore/Christy Stuckey/Marco Benavides) (Roll Call)

5. **Resolution #398** – Resolution Authorizing the Chief Executive Officer of Touchstone Property Services to Negotiate and Enter Into Contracts for Solicitation TP25-1029; Snow Removal Services with Gilbey's Landscaping LLC; Brownstone Development LLC; Coker Contracting LLC; Butler Lawn Care and Landscaping Corporation, Gate Keepers Lawncare LLC; AHRLC Property Management & Construction Company, LLC; and Just Right Construction and Lawn Care Services in a Not-to-Exceed Amount of \$75,000 Annually Per the Pool of Contractors or the Board Approved Budget for a Maximum 5-Year Contract, Funded by Operating Funds

(Enclosure #7) (Vernal Moore/Christy Stuckey/Cedric Oluoch) (Roll Call)

During September 2025 of calendar year 2025, TPS did not enter into any non-construction contracts with not-to-exceed maximum amounts below \$100,000.

Appropriate Procurement processes are adhered to for all purchases.

(Enclosure #8) (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, Ms. Lann B. Field**