



CMHA Boardroom  
1635 Western Avenue  
Cincinnati, Ohio 45214

**TOUCHSTONE PROPERTY SERVICES, INC.**

**MEETING AGENDA**

**BOARD OF COMMISSIONERS**

**Cincinnati, OHIO**

**Tuesday, December 16, 2025**

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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**

**Board Meeting – August 19, 2025**

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

**Board Meeting – October 28, 2025**

**(Enclosure #2) (Roll Call)**

**Board Meeting – November 25, 2025**

**(Enclosure #3) (Roll Call)**

**IV. DISCUSSION OF SECRETARY RECOMMENDATIONS**

- 1. Resolution #403 – Resolution Approving the Financial Report for the Month of November 2025 with Collection Losses**

**(Enclosure #4) (Vernal Moore/Cedric Oluoch) (Roll Call)**

2. **Resolution #404** – Resolution to Approve the Estimated 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 November 30, 2025 for Calendar Year 2025

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

3. **Resolution #405** – Resolution Providing Authorization to Proceed with the Request for Proposals and Solicitations for General Goods and Services from Outside Vendors

1. SOL TP26-1001 – Grounds Maintenance and General Facilities Maintenance Services
2. SOL TP26-1002 – Vacancy Prep Unit Turnover (Make Ready) Services

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

1. **Resolution #406** – Resolution Authorizing the Chief Executive Officer of Touchstone Property Services to Sign the First One-Year Contract Extension Option for Contract TP24-1018; Supplemental Janitorial Services with Your Family Maid LLC; Trustus Transportation, LLC, d/b/a Trustus Maintenance and Janitorial; G2 Residential Services LLC; Nu-Look Cleaning LLC; Kare 'N' Cleaning Services LLC; Pleazant Contracting Services, LLC; DCJ Janitorial LLC; A-1 Janitorial Services LLC; Nailed It Cleaning Service; J Companies LLC; Junk Management LLC; Royalty Janitorial Services LLC; D10, LLC; Crystals Cleaning Services; Xcell Building Maintenance; and Bears Cleaning Service LLC in a Not-to-Exceed Amount of \$150,000 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/Marco Benavides) (Roll Call)

During November 2025 of calendar year 2025, TPS entered into one (1) non-construction contract 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**