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, November 25, 2025**

6:00 P.M.

I. AGENDA SCHEDULE

1. Call Meeting to Order
2. Roll Call
3. Approval of Minutes
4. CMHA Updates
5. Discussion of Secretary Recommendations
   - 5A. Financial Report
   - 5B. Request for Approval to Solicit Bids
   - 5C. Resolutions – Approve Contract Renewals
   - 5D. Resolutions – Award Construction Contracts
   - 5E. Adopt a Resolution – General
6. Adjourn

II. ROLL CALL

III. APPROVAL OF MINUTES

1. Regular Board Meeting – August 19, 2025

   (Enclosure #1) (Roll Call)

2. Regular Board Meeting – October 28, 2025

   (Enclosure #2) (Roll Call)

IV. CMHA UPDATES

- Ms. Marquita Flowers – Leasing Update
- Ms. Gina Stewart – Relocation and ROC Center Updates
- Ms. Reema Ruberg – City West Update

V. DISCUSSION OF SECRETARY RECOMMENDATIONS

The Following Recommendations Are Offered for The Board of Commissioners' Approval:

5A. Approval of the Financial Report

1. **Resolution #6318 – Resolution Approving the Bad Debt Write-Offs for October 2025**

   (Enclosure #3) (Cedric Oluoch/Marquita Flowers) (Roll Call)

2. **Resolution #6319 – Resolution to Approve Fiscal Year 2026, October 2025 Preliminary Unaudited Financial Statements for the Cincinnati Metropolitan Housing Authority**

   (Enclosure #4) (Cedric Oluoch) (Roll Call)

5B. Request Approval to Solicit Bids for the following items:

1. **Resolution #6320 – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Proceed with the Request for Proposals and Solicitations for General Goods and Services and Construction from Outside Vendors**

   1. SOL 2025-1044 – Snow Removal Services – Contractor Expansion Pool

   (Enclosure #5) (Marquita Flowers/ Marco Benavides) (Roll Call)

5C. Contract Renewals:

1. **Resolution #6321 – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Sign the Second One-Year Contract Extension Option for Contract 2024-1012; Appliance and Plumbing Supplies with Winstel Controls Inc. in a Not-to-Exceed Amount of $75,000 Annually or the Board Approved Budget for a Maximum 5-Year Contract, Funded by Operational Funds (Asset Management)**

   (Enclosure #6) (Marquita Flowers/ Marco Benavides) (Roll Call)

2. **Resolution #6322 – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Sign the Second One-Year Contract Extension Option for Contract 2024-4001; Development Consultants with Community Development Strategies, Inc.; CSG Advisors Incorporated; National Council for Community Development, Inc. d/b/a Grow America; LDA Architects, Inc.; Henge Development LLC; and Kaiker Development, LLC in a Not-to-Exceed Amount of $400,000 Annually Per Contractor or the Board Approved Budget for a Maximum 5-Year Contract, Funded by Capital Grands and Development Funds**

   (Enclosure #7) (Gary Boeres/ Marco Benavides) (Roll Call)

3. **<u>Resolution #6323</u> – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Sign the First One-Year Contract Extension Option for Contract 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 #8) (Joe Norton/Marco Benavides) (Roll Call)

5D. Adopt a Resolution to Award the following Construction Contracts:

1. **<u>Resolution #6324</u> – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Enter Into a Contract with TK Elevator Corporation for Elevator Modernization of the Hoist Way Doors, Sill and Related Equipment at both 1621 Linn Street-Stanley Rowe A and 835 Poplar-Stanley Rowe B Buildings for the Amount of $384,625.08, Funded by Capital Grants**

(Enclosure #9) (Joe Norton) (Roll Call)

5E. Adopt a Resolution – General

1. **<u>Resolution #6325</u> – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Negotiate and Enter Into Contracts for Solicitation 2025-1042; Work Order Answering Services with 22nd Century Technologies, Inc.; and Gilson Software Solutions-PHA, LLC in a Not-to-Exceed Amount of $60,000 Annually Per the Pool of Contractors or the Board Approved Budget for a Maximum 5-Year Contract, Funded by Operational Funds (Asset Management)**

(Enclosure #10) (Marquita Flowers/Marco Benavides) (Roll Call)

2. **<u>Resolution #6326</u> – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Negotiate and Enter Into Contracts for Solicitation 2025-4005; Appraisal Services with BBG Inc.; and Clarendon Valuation Advisors, LLC in a Not-to-Exceed Amount of $100,000 Annually Per the Pool of Contractors or the Board Approved Budget for a Maximum 5-Year Contact, Funded by Development Funds and Capital Grants (REC)**

(Enclosure #11) (Joe Norton/Marco Benavides) (Roll Call)

3. **<u>Resolution #6327</u> – Resolution Authorizing Adoption of CMHA's Revised and Newly Developed Personnel Policies**

(Enclosure #12) (Reema Ruberg) (Roll Call)

4. **<u>Resolution #6328</u> – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority as Signator on Moderate Rehabilitation (MOD-Rehab) Contracts Effective January 1, 2026**

   (Enclosure #13) (Mary Kosik) (Roll Call)

5. **<u>Resolution #6329</u> – Resolution Establishing an Information Technology Artificial Intelligence Policy for the Cincinnati Metropolitan Housing Authority**

   (Enclosure #14) (Mark Haas) (Roll Call)

6. **<u>Resolution #6330</u> – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Submit to SAC – HUD's Special Application Center, Application for Approval to Disposition/Sell Laurel Phase II and Laurel Phase IV At or Above Fair Market Value**

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

7. **<u>Resolution #6331</u> – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Secure a Line of Credit/Loan to Pay Down City West-Related Debt**

   (Enclosure #16) (Reema Ruberg) (Roll Call)

During October 2025, Fiscal Year 2026, CMHA entered into seven (7) non-construction contracts with not-to-exceed minimum amounts below $100,000. CMHA entered into one (1) construction contract below $100,000 in October. Appropriate Procurement processes are adhered to for all purchases.

(Enclosure #17) (Marco Benavides)

VI. ADJOURN

Cincinnati Metropolitan Housing Authority

<u>Board of Commissioners</u>

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