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Board of Commissioners

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Agency: [Cuyahoga Metropolitan Housing Authority](#)

Date: June 4, 2025

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Summary

- Preparing units for occupancy between tenants seems expensive, based on the \$21 million price tag covering one year of that work. The larger number of contractors working on the issue seems to have pushed down the turnaround time for preparing units.
- Many projects were approved today, including a lot of deferred maintenance and upgrades to systems like elevators and fire alarms.

Follow-Up Questions

- Is the creation of the rental assistance demonstration (RAD) program and 2045 Transformation LLC a way of privatizing public housing?
- I'm curious what phone systems exist in these buildings—are there landline hookups in apartments?

Notes

- I. **Roll call:** Vice Chair Joseph Black and Commissioners Nadine Head and Diane Howard were present at the beginning of the meeting, and a [quorum](#) was declared. Commissioner Robert Davis arrived at 4:11 p.m. Chair Stephanie Pope-Earley was not present.

Also present at the table were Jeffery Patterson ([CEO](#)), Terry Billups ([Chief General Counsel for Legal Affairs](#)), Carla Haren ([Executive Administrative Officer/Board Liaison](#)), and a representative from the [Progressive Action Council](#).

- II. Discussion and Adoption of Meeting [Agenda](#): no changes/notes made
- III. Approval of the Minutes of the Previous Meeting (May 7): Approved
- IV. Committee Reports: None of the committee reports listed on the agenda were presented. Finance report was accepted as written.
- V. CEO Report: Patterson shared the following updates:

- Oakwood Villas improvements are being made. Some residents have had to move out and should be moving back soon.
- CMHA completed a \$5 million competitive grant for lead remediation at Cedar Estates.
- Woodhill demolition is nearly completed and in July new roadways will be installed. Phase 3 is 35% complete, expected to open in the first quarter of 2026.
- [RTA mural wall on Woodhill Road](#) was recently awarded a National Design award.
- [Lotus Apartments](#) opened last month in collaboration with Cleveland Housing Network and EDEN Inc. The project is focused on younger adults facing homelessness.
- [Karam Senior Living](#) and Cleveland Public Library will begin construction this month, with a completion goal of December 2026. The ground floor will house Walz Library, and the building will include community spaces.
- [Community Choice Demonstration](#): 39 mobility demonstration vouchers have been distributed and funding has been approved for the next five years.
- Summer activities include splash parks at Heritage Views and Outhwaite, which opened this week. Metrohealth collaborated to provide lead screening and awareness education to families.
- Patterson attended [The Foundry](#) groundbreaking of the [Patrick S. Parker Community Sailing Center](#). The Foundry had collaborated with CMHA in the past, and Patterson said CMHA looks forward to continued opportunities for youth to learn about sailing and rowing.
- This week, the phone system was upgraded at Riverside Park. It is the first property to transition to Microsoft Teams as the phone system.
- Senior Day at Public Auditorium happened last month. Two CMHA residents were selected as “senior of the year:” Luvelle Perry and a resident with the last name of Lauderdale (spellings for both are unconfirmed).

During this meeting, Patterson recognized staff member Vivian Johnson and manager Valerie James for their support of a resident who fainted that day and also over their tenure with CMHA (spellings for the names are unconfirmed).

VI. Old Business:

A. Resolution to award a 2-year contract for emergency plumbing services to three companies (360 Heating & Cooling LLC, Gorman-Lavelle Corp., and Jones General Contracting LLC) for up to \$1.2 million total.

Patterson requested the matter be tabled at this time, and Vice Chair Black approved this.

VII. New Business:

A. Resolution to authorize the write-off of tenants' accounts receivable for May 2025 in the amount of \$418,631.

Jeffrey Wade, Chief of Staff & Special Counsel to the CEO, presented this resolution. He said he will be presenting this item monthly. These are balances owed by families who have left CMHA housing. After they are written off, the balances are still pursued by a third-party collection agency.

Commissioner Davis asked for an explanation of the blended and discrete components in the resolution as seen on the [agenda](#). Wade said tenants all receive a monthly statement with payment options no matter which component they reside in.

Davis asked how much rent is. Wade said rent is always 30% of household income. Sharhonda Greer (Chief of Housing Administration and Operations) said rent averages around \$250-\$260/month in high rises. The minimum rent is \$25/month for families with no income.

The board voted, and the resolution was approved unanimously.

B. Resolution to award a three-year contract with renewal options to Nan McKay & Associates Inc. for inspection services up to \$465,000.

Claire Russ, Chief of Agency Analytics, Inspections and Technology, spoke on behalf of the resolution. Russ spoke about Nan McKay's nationally recognized status and said the deficiencies observed in their inspections result in work orders through CMHA's work management system. CMHA utilizes these services to meet in-person inspection standards of [HUD NSPIRE](#).

The board voted. Resolution was approved and carried unanimously without discussion or questions.

C. Resolution to exercise a one-year renewal option for a contract with Famous Distribution Inc. for supply and delivery of kitchen and vanity cabinets up to \$850,000.

Tom Bassett, Director of Purchasing, presented the resolution.

The board voted. Resolution was approved and carried unanimously

without discussion or questions.

D. Resolution to enter a one-year contract with Great Lakes Petroleum Co. for purchase and delivery of vehicle fuel up to \$360,000.

Presented by Bassett.

Davis asked what the cost per gallon is through this contract. Bassett responded that CMHA saves \$0.40/gallon through this delivery service.

Howard asked where the fuel is from. Bassett responded that they use the State of Ohio contract.

The board voted. Resolution was approved and carried unanimously.

E. Resolution to award a contract of up to \$4.5 million to Lakeland Management Systems Inc. for the installation of new and rehab of existing elevators at King Kennedy North High-Rise.

Matthew Schmidt, Chief of Modernization and Development, presented. He said the building was built in 1971 and includes 179 one-bedroom apartments with only one elevator per tower, which provides no back-up if one goes down. This renovation will bring the building up to current standards for elevators.

Competitive bidding process led to selection of Lakeland Management Systems.

The board voted. Resolution was approved and carried unanimously without discussion or questions.

F. Resolution to award a contract to Dial Electric for fire alarm replacement at King Kennedy High Rise North, for up to \$1.16 million.

Schmidt presented. The upgrade will replace the entire system (panel, wiring throughout the building, annunciators, and detectors) to bring it up to current standards. This vendor has been used before and was the lowest and best bid.

The board voted. Resolution was approved and carried unanimously without discussion or questions.

G. Resolution to award a contract to ANR Electric for fire alarm replacement at Euclid Beach Tower for up to \$854,753.

Schmidt presented. Euclid Beach Tower has 149 apartments. The property is part of the [Rental Assistance Demonstration \(RAD\) portfolio](#). The existing fire alarm system is coming to the end of its useful life. Schmidt said this is a critical system upgrade to meet the RAD goals for modernization.

Howard asked, “How many times do you upgrade a fire system?” Schmidt said in the past five years, CMHA has upgraded 14 fire alarm systems. This year, there will be three total if approved, and seven more in the next five years.

Davis asked who monitors these systems. Schmidt said CMHA and the Cleveland Division of Fire.

The board voted. Resolution was approved and carried unanimously.

H. Resolution to award a contract to Mendco Construction for ceiling tile and common area flooring replacement at LaRonde Apartments, for up to \$144,031.

Schmidt presented. LaRonde Apartments is a six-story high rise in the Shaker Square neighborhood. It also has been converted to RAD. These improvements will bring facilities to current standards for multi-family living (vinyl planking that looks like wood flooring).

Black asked about the lifespan of the material. Schmidt responded 10-20 years, depending on traffic/wear and tear. Black asked what flooring is in the individual units. Schmidt said these are assessed and repaired during the preparation for new renters in between tenants.

Howard asked how many units are in LaRonde. Schmidt said 57.

The board voted. Resolution was approved and carried unanimously.

I. Resolution for 2045 Transformation LLC to award a contract to Mendco Construction for common area renovations at Apthorp Tower for up to \$612,277.

Schmidt presented. Apthorp Tower has 162 one-bedroom units and was built in 1971. It is also part of the RAD Conversion process. The building is

owned by 2045 Transformation LLC, a CMHA entity. This renovation will include flooring in common areas.

Davis asked what the target date of completion is. Schmidt said about two months from the contract execution. They notify residents when possible ahead of time. Access to doorways will not be restricted, and the contractor will be aware of ADA accessibility needs.

Patterson said he is requiring resident meetings prior to these upgrades to address concerns and provide information.

The board voted. Resolution was approved and carried unanimously.

J. Resolution to renew contract #26-780-24 with 20 contractors to participate in the authority's Prepare for Occupancy (PFO) of Long Standing and Vacant Units Program for up to \$6 million.

Greer presented this resolution. Twenty of the 24 previously used contractors will be renewed. This group prepared 992 units in 2024. As of May 27, 2025, they have completed 506 units, and the total for this year is projected to exceed 2024.

Unit turnaround has been reduced by 15 days from last year, with a slight reduction in average turnaround cost. PFO contractors are managed in-house by the CMHA maintenance team.

Davis asked what the goal for turnaround is. Greer said there is less turnover in residents right now, so the contractors are starting to catch up on a backlog.

Black asked about payment processing for the contractors, specifically the timeline. Greer said invoices are submitted by contractors to the PFO team, which verifies accuracy and that the scope of work has been completed. The goal is to get the contractors paid within 30 days of an approved, completed, thorough walk through.

The board voted. Resolution was approved and carried unanimously.

K. Resolution to renew contract #14-780-22 with 26 contractors to participate in the authority's Prepare for Occupancy of Long Standing and Vacant Units Program for up to \$15 million.

Greer presented this resolution. She stated it is to renew contracts with 26 out of 40 of the contractors included in the above-mentioned contract. This group completed 961 units in 2024 and 371 units as of May 27, 2025. This year's total is also expected to exceed last year's.

Greer said the program affords women and minority-owned businesses opportunities.

The board voted. Resolution was approved and carried unanimously without discussion or questions.

- L. Resolution to enter a two-year contract with renewal options with Cintas Corp. for uniforms for maintenance employees, for up to \$275,000.

Greer presented this resolution. She said Cintas has been responsive and adequate in providing this service in the past. Provides a professional look for maintenance employees.

The board voted. Resolution approved and carried unanimously without discussion or questions.

- VIII. Public comment: Carla Haren said there have been no requests for public comment.
- IX. Executive Session: No [executive session](#) requested.
- X. Adjournment: 4:55 p.m.

If you believe anything in these notes is inaccurate, please email us at cleDOCUMENTERS@gmail.com with "Correction Request" in the subject line.