

MINUTES
HOUSING REHABILITATION LOAN BOARD MEETING
FEBRUARY 4, 2026 – 8:30 AM
CITY HALL – ZONING CONFERENCE ROOM
31555 W. ELEVEN MILE ROAD, FARMINGTON HILLS, MI 48336

LOAN BOARD MEMBERS PRESENT: John Goshorn, Tracy Clark, Dara Gaucher, Brande Smith

LOAN BOARD MEMBER ABSENT: Samuel Ramsey III

OTHERS PRESENT: Tracey Emmanuel, CD Coordinator, Jesse Cortez, Housing Rehab Specialist

1. **CALL MEETING TO ORDER** – Chair John Goshorn called the meeting to order at 8:31 AM.
2. **APPROVAL OF THE AGENDA** – Motion by Brande, second by Tracy, to approve the agenda as submitted. Motion Carried: 4-0.
3. **APPROVAL OF THE MINUTES** – Motion by Tracy, second by Brande, to approve the Minutes of October 17, 2025 as submitted. Motion Carried: 4-0.
4. **REVIEW OF APPLICANTS**
 - A. **HRP 0686 H (Section 36)**
Work Requested: Roof, gutters. Motion by Tracy, seconded by Brande, to qualify the homeowner for a deferred loan. Staff to bid for work needed: roof (asphalt and flat), gutters, insulation. Motion Carried: 4-0.
 - B. **HRP 0814 D (Section 13)**
Work Requested: Windows, plumbing. Motion by Tracy, seconded by John, to qualify the homeowner for a deferred loan. Staff to bid for work needed: 2nd-floor windows, basement windows. Motion Carried: 4-0.
 - C. **HRP 0931 (Section 26)**
Work Requested: Roof, gutters, chimney flashing, siding, windows, patio/front door repairs, plumbing, & electrical. Motion by Tracy, seconded by Brande, to qualify the homeowner for a 50% grant and 50% deferred loan. Staff to bid for work needed: roof, gutters, chimney flashing, siding, windows, patio, and front door repairs, plumbing, and electrical work. Motion Carried: 4-0.
5. **REVIEW OF BIDS**
 - A. None.
6. **OTHER BUSINESS**
 - A. **HRP 0928 (Section 36)** - Provided project update.
 - B. **FY2025-26 First & Second Quarter Expenditures & Program Income Report.**
The report was reviewed and accepted.
7. **PUBLIC COMMENT** - None.
8. **DISCUSSION ITEMS** - None.
9. **MEETING ADJOURNED BY:** Chair Goshorn at 9:15 AM.

Respectfully Submitted,
Tracey Emmanuel, Community Development Coordinator