

MINUTES
HOUSING REHABILITATION LOAN BOARD MEETING
SEPTEMBER 15, 2023 – 8:30AM
CITY HALL – ZONING CONFERENCE ROOM
31555 W. ELEVEN MILE ROAD, FARMINGTON HILLS MI

APPROVED
11/07/2023

LOAN BOARD MEMBERS PRESENT: John Goshorn, Tracy Clark, Brande Smith, & Samuel Ramsey III.

LOAN BOARD MEMBER ABSENT: Dara Gaucher (Excused).

OTHERS PRESENT: Tracey Emmanuel, CD Coordinator, Lee Cox, Housing Rehabilitation Specialist.

- 1. CALL MEETING TO ORDER** – The meeting was called to order at 8:41AM by Chair John Goshorn.
- 2. APPROVAL OF THE AGENDA** – Motion by Brande, seconded by Tracy to approve the agenda as submitted. Motion Carried 3-0.
- 3. APPROVAL OF THE MINUTES** – Motion by Tracy, seconded by Brande to approve the Minutes of July 19, 2023, as submitted. Motion Carried 3-0.
- 4. PUBLIC COMMENT** – None.
- 5. REVIEW OF APPLICANTS**
 - A. HRP 0912 (Section 26)**

Work requested: roof, gutters, front soffit repairs, windows, front entry and both storm doors, door sill. Motion by Tracy, seconded by Brande to qualify homeowners for a deferred loan. Staff to bid the work needed. Motion Carried 3-0.
- 6. REVIEW OF BIDS**
 - A. HRP 0880 C (Section 36)**

Work included: Garage door and opener replacement. Motion by John, seconded by Tracy to approve low bid by Onsite Solutions for \$2,985.00. Motion Carried 3-0.
 - B. HRP 0907 B (Section 23)**

Work included: roof, gutter repair, windows, hot water tank, sump pump, electrical repairs, drywall repair, kitchen plumbing & heat duct repair, basement wall repair and exterior wood trim repair. Motion by Tracy, seconded by Brande to approve low bid by Integrated Contracting, LLC for \$39,500.00. Motion Carried 3-0.
- 7. OTHER BUSINESS**
 - A. HRP 0911 (Section 12)**

(Ramsey arrived at 8:40AM) Request to extend septic cleanout assistance. Motion by Tracy, seconded by Brande to extend septic tank cleanout assistance for an additional four (4) months and then revisit if necessary. Motion Carried 4-0.
 - B. HRP 826 (Section 36)** Thank you note from lender on behalf of homeowners to HRLB.
 - C. Housing Rehabilitation Program PY2022-23 Fourth Quarter Report** – Report was reviewed and accepted.

September 15, 2023
Page 2 of 2

8. ADJOURNMENT: The meeting adjourned at 8:58 AM.

Respectfully Submitted,
Tracey Emmanuel, Community Development Coordinator