

**MINUTES**  
**HOUSING REHABILITATION LOAN BOARD MEETING**  
**DECEMBER 4, 2024 – 8:30AM**  
**CITY HALL – ZONING CONFERENCE ROOM**  
**31555 W. ELEVEN MILE ROAD, FARMINGTON HILLS MI**

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

**LOAN BOARD MEMBER ABSENT:** None.

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

- 1. CALL MEETING TO ORDER** – Chair John Goshorn called meeting to order at 8:34 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 Dara, to approve the Minutes of November 7, 2024 as submitted. Motion Carried: 4-0.
- 4. REVIEW OF APPLICANTS**
  - A. None.**
- 5. REVIEW OF BIDS**
  - A. HRP 0918 (Section 35)**

Work included: Roof, gutters, insulation, windows, lead abatement. Motion by Tracy, second by Dara to approve low bid by Optimum Contracting Solutions for \$22,250.00. Motion Carried: 5-0.
- 6. OTHER BUSINESS** - None.
- 7. PUBLIC COMMENT** - None.
- 8. DISCUSSION ITEMS** - None.
- 9. MEETING ADJOURNED BY:** Chair Goshorn at 8:50 AM.

Respectfully Submitted,  
Tracey Emmanuel, Community Development Coordinator