

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

APPROVED
01/30/2024

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

LOAN BOARD MEMBER ABSENT: Samuel Ramsey III (excused)

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

1. **CALL MEETING TO ORDER** – The meeting was called to order at 8:40AM by Chair John Goshorn.
2. **APPROVAL OF THE AGENDA** – Motion by Brande, seconded by Tracy to approve the agenda as submitted. Motion Carried 4-0.
3. **APPROVAL OF THE MINUTES** – Motion by Tracy, seconded by Brande to approve the Minutes of November 7, 2023, as submitted. Motion Carried 4-0.
4. **PUBLIC COMMENT** – None.
5. **REVIEW OF APPLICANTS**
 - A. **HRP 0916 (Section 33)**

Work requested: Failed septic – sanitary sewer connection. Motion by John, seconded by Tracy to qualify homeowners for a deferred loan for the sanitary sewer connection and its associated fees to install, then the homeowner to be responsible to pay their cost of the payback district’s one unit of benefit in the amount of \$13,976.50. Staff to bid work needed. Motion Carried 4-0.
6. **REVIEW OF BIDS**
 - A. **HRP 0913 (Section 10)**

Work included: roof, gutters, siding and trim. Motion by John, seconded by Brande to approve low bid by Optimum Contracting Solutions for \$22,825.00. Motion Carried 4-0.
 - B. **HRP 0914 (Section 34)**

Work included: roof, gutters, siding, windows, boiler, step in shower w/ grab bars, storm doors and lead abatement. Motion by Tracy, seconded by John to approve low bid by Modern Exterior Improvement for \$68,825.00. Motion Carried 4-0.
7. **OTHER BUSINESS**
 - A. None.
8. **DISCUSSION ITEMS**
 - A. John thanked Tracey for streamlining the meeting packets and their delivery.
9. **ADJOURNMENT:** The meeting adjourned at 9:13 AM.

Respectfully Submitted,
Tracey Emmanuel, Community Development Coordinator