

**CITY OF FARMINGTON HILLS  
HOUSING REHABILITATION LOAN BOARD MEETING MINUTES**

**November 6, 2020 @ 10:30 A.M.**

*Via Teleconference*

Zoom webinar link: <https://us02web.zoom.us/j/82680570399>

Website: [www.fhgov.com](http://www.fhgov.com); Telephone: (248) 871-2543

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

**LOAN BOARD MEMBER ABSENT:** None

**OTHERS PRESENT:** Charmaine Kettler-Schmult

- 1. CALL MEETING TO ORDER** – The meeting was called to order at 10:31 AM. by Chair John Goshorn.
- 2. APPROVAL OF THE AGENDA** – Motion by Brande, second by Tracy to approve the agenda as presented. Approved 4-0.
- 3. APPROVAL OF THE MINUTES OF OCTOBER 5, 2020** – Motion by Tracy, second by Brande to approve the Minutes of October 5, 2020 as submitted. Approved 5-0.
- 4. PUBLIC COMMENT - None**
- 5. REVIEW OF APPLICANTS**
  - A. HRP 893 (Section 9)**

Work requested: Roof replacement and insulation.  
Motion by John, second by Dara to qualify owner for a deferred loan. Staff to bid the work requested. Approved 5-0.
  - B. HRP 530C (Section 11)**

Work requested: Septic field replacement  
Motion by Tracy, second by Brande to qualify owner for deferred loan. Staff to bid the work requested. Approved 5-0.
- 6. REVIEW OF BIDS**
  - A. HRP 850 B (Section 36)**

Work included: Roof and electric repair  
Motion by Tracy, second by John to approve the low bid of \$10,600 as a deferred loan. Approved 5-0.
  - B. HRP 675E (Section 35)**

Work included: Exterior doors  
Motion by John, second by Samuel to approve low bid of \$4,175 as a deferred loan. Approved 5-0.
  - C. HRP 890 (Section 3)**

Work included: Perc test  
Motion by Tracy, second by Brande to approve the low bid of \$800 as a deferred loan. Approved 5-0.
- 7. OTHER BUSINESS**
  - A. HRP 867B (Section 1) Request to approved work change order over 20% of original contracted amount and request approval of additional costs as a grant – Sewer repair.**

Motion by John, second by Samuel to approve the request for additional work outlined

on the change order due to soil conditions and unknown underground conditions. Total cost of work approved as a grant. Approved 5-0.

**8. DISCUSSION ITEMS** – Board members were updated on the balance of the CDBG program income by Charmaine Kettler-Schmult.

**9. ADJOURNED at 10:44 AM.**