

MINUTES
HOUSING REHABILITATION LOAN BOARD MEETING
MARCH 16, 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,

LOAN BOARD MEMBER ABSENT: Brande Smith, 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 8:32 AM.
2. **APPROVAL OF THE AGENDA** – Motion by Dara, seconded by Tracy, to approve the agenda as submitted. Motion Carried: 3-0.
3. **APPROVAL OF THE MINUTES** – Motion by Dara, second by Tracy, to approve the Minutes of February 4, 2026 as submitted. Motion Carried: 3-0.
4. **REVIEW OF APPLICANTS** – None.
5. **REVIEW OF BIDS**
 - A. **HRP 0686 H (Section 36)**

Work Included: roof (asphalt and flat), gutters, and insulation for flat roof according to the project specifications. Motion by Tracy, seconded by John, to approve the lowest responsible bid by Optimum Contracting Solutions, LLC, for \$18,975.00. Motion Carried: 3-0.
 - B. **HRP 0928 (Section 36)**

Work Included: windows, minor drywall repair, and LBP abatement according to the project specifications. Motion by Tracy, second by Dara, to approve the lowest responsible bid by NAR Contracting Services, INC. for \$48,664.00. Motion Carried: 3-0.
 - C. **HRP 0931 (Section 36)**

Work Included: roof, gutters, siding, windows, patio/front door repairs, plumbing, electrical, minor drywall repairs, and tuckpointing according to the project specifications. Motion by Tracy, second by Dara, to approve the lowest responsible bid by Optimum Contracting Solutions, LLC., for \$53,200.00. Motion Carried: 3-0.
6. **OTHER BUSINESS** - None
7. **PUBLIC COMMENT** - None.
8. **DISCUSSION ITEMS** - None.
9. **MEETING ADJOURNED BY:** Chair Goshorn at 8:55 AM.

Respectfully Submitted,
Tracey Emmanuel, Community Development Coordinator