

**CITY OF FARMINGTON HILLS**  
**HOUSING REHABILITATION LOAN BOARD MEETING MINUTES**  
**June 6, 2023 @ 8:30 A.M.**  
**Zoning Conference Room**  
Website: [www.fhgov.com](http://www.fhgov.com); Telephone: (248) 871-2545

**APPROVED**  
**07/19/2023**

**LOAN BOARD MEMBERS PRESENT:** John Goshorn, Dara Gaucher, Tracy Clark, and Samuel Ramsey III.

**LOAN BOARD MEMBER ABSENT:** Brande Smith.

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

1. **CALL MEETING TO ORDER** – The meeting was called to order at 8:32 a.m. by Chair John Goshorn.
2. **APPROVAL OF THE AGENDA** – Motion by Samuel, seconded by Dara to approve the agenda as presented. Approved 4-0.
3. **APPROVAL OF THE MINUTES OF June 6, 2023** – Motion by Tracy, seconded by Samuel to approve the Minutes of April 5, 2023, as submitted. Approved 4-0.
4. **PUBLIC COMMENT** – None
5. **REVIEW OF APPLICANTS**
  - A. HRP 0911 (Section 12)

Work requested: Septic tank and field replacement. Motion by Tracy, seconded by John to qualify homeowner for a deferred loan. Staff to bid the work needed, to include engineering services for septic field design as required by Oakland County. Additionally, approve septic tank pump outs, not to exceed 4 months and then revisit if necessary. Approved 4-0.
6. **REVIEW OF BIDS**
  - A. HRP 0908 (Section 03)

Work included: Roof & gutter replacement, chimney repair, ext. door replacements, grab bars, front storm door, water heater. Motion by Tracy, seconded by Samuel to approve low bid by Onsite Solutions, Inc. for \$33,425.00. Approved 4-0.
  - B. HRP 0909 (Section 05)

Work included: Roof & gutter replacement, siding, windows, doors, porch repair, garage door and lead abatement. Motion by Tracy, seconded by Dara to approve low bid by Integrated Contracting, LLC for \$53,250.00. Approved 4-0
  - C. HRP 0910 (Section 26)

Work included: Roof & gutter replacement, siding, windows & door wall, awning, storm door, porch repairs. Motion by Samuel, seconded by Tracy to approve low bid by Integrated Contracting, LLC for \$46,000.00. Approved 4-0.
7. **OTHER BUSINESS**
  - A. FY 2023 Income limits – new limits set by Dept. of Housing & Urban Development become effective June 15, 2023. All Housing Rehabilitation Program documents will be updated.
8. **ADJOURNMENT:** The meeting adjourned at 9:04 a.m.

Respectfully Submitted by: Tracey Emmanuel