APPROVED
11/12/2026

MINUTES
HOUSING REHABILITATION LOAN BOARD MEETING
AUGUST 24, 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, Brande Smith

LOAN BOARD MEMBER ABSENT: 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 8:30 AM.

2. **APPROVAL OF THE AGENDA –** Motion by Tracy, seconded by Dara, to approve the agenda as submitted. Motion Carried: 4-0.

3. **APPROVAL OF THE MINUTES –** Motion by Brande, seconded by Dara, to approve the Minutes of June 5, 2026 as submitted. Motion Carried: 4-0.

4. **REVIEW OF APPLICANTS –** None.

5. **REVIEW OF BIDS**
   A. HRP 0933 (Section 26)
   Work included: Roof gutters, windows, driveway and wheelchair ramp, ramp railing, gate access, side entry door e-access repair/replace, relocate spigot, tuck pointing. Motion by Tracy, second by John, to approve the lowest responsible bid from White Pine Building & Development for $58,300. Motion Carried: 4-0.

6. **OTHER BUSINESS**
   A. HRP 0934 (Section 36) – Review of Emergency Water Heater Replacement
   After determining eligibility, an emergency request to replace a water heater was administratively granted for this income-qualified homeowner. The contract was awarded to the lowest responsible bid from Ambassador Plumbing, Inc. for $2,750.
   B. HRP 0931 (Section 26) – Project Update
   The City terminated the contract between the homeowner and contractor for failure to make progress. The Board was advised that, due to the homeowner's failure to provide the required income documentation or contact City staff by the August 10, 2026 deadline, the housing rehabilitation project will be closed. The homeowner had been advised that the project would require rebidding and reverification of income as HUD income limits had changed, and that staff would

need to review the plumbing work before an amendment to scope could be considered.

7. **PUBLIC COMMENT -** None.

8. **DISCUSSION ITEMS -** None.

9. **MEETING ADJOURNED BY:** Chair Goshorn at 8:48 AM.

Respectfully Submitted,
Tracey Emmanuel, Community Development Coordinator