CITY OF FARMINGTON HILLS
HOUSING REHABILITATION LOAN BOARD MEETING MINUTES
May 19, 2022 @ 8:30 A.M.
South Conference Room
Website: www.fhgov.com; Telephone: (248) 871-2543

LOAN BOARD MEMBERS PRESENT: John Goshorn, Tracy Clark and Dara Gaucher.

LOAN BOARD MEMBER ABSENT: Brande Smith and Samuel Ramsey III

OTHERS PRESENT: Charmaine Kettler-Schmult, Community Development Coordinator and Lee Cox, Housing Rehabilitation Specialist.

1. **CALL MEETING TO ORDER –** The meeting was called to order at 9:00 AM. by Chair John Goshorn.

2. **APPROVAL OF THE AGENDA –** Motion by Tracy, second by Dara to approve the agenda as presented. Approved 3-0.

3. **APPROVAL OF THE MINUTES OF MARCH 11, 2022 –** Motion by Tracy, second by Dara to approve the Minutes of March 11, 2022, as submitted. Approved 3-0.

4. **PUBLIC COMMENT - None**

5. **REVIEW OF APPLICANTS**
    A.   **HRP 598 C (Section 26)**
    Work Requested: Roof, furnace and drywall repair: Motion by Tracy, second by Dara to qualify owner for a deferred loan. Staff to bid the work requested. Approved 3-0.

    B.   **HRP 900 (Section 25)**
    Work Requested: Basement waterproofing: Motion by John, second by Tracy to qualify owner for a deferred loan. Staff to bid the work requested. Approved. 3-0.

6. **REVIEW OF BIDS**
    A.   **HRP 894 (Section 35)**
    Work Included: Septic replacement field installation - Motion by Tracy, second by   Dara to approve low bid at $39,600. Approved 3-0.

    B.   **HRP 899 (Section 3)**
    Work Included: Roof replacement – Motion by Tracy, seconded by Dara to approve   low bid at $11,250.00. Approved 3-0.

7. **OTHER BUSINESS**
    A.   **Housing Rehabilitation Loan for HRP 867 – Request to review loan subordination   that does not meet criteria for administrative approval.** Motion

by Tracy, seconded   by Dara to approve conversion of the loan to a grant. Approved 3-0.

    B.   **Housing Rehabilitation Program FY 2021-2022 Third Quarter Status Report –**
        The report was reviewed and accepted.

8. **DISCUSSION ITEMS – None**
9. **Meeting adjourned at 8:46 AM.**