

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

**February 24, 2021 @ 9:00 A.M.**

*Via Teleconference*

Zoom webinar link: <https://us02web.zoom.us/j/85669462257>

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

**LOAN BOARD MEMBERS PRESENT:** John Goshorn, Farmington Hills, MI; Tracy Clark, Southfield, MI; Samuel Ramsey III, Farmington Hills, MI; Brande Smith, Farmington Hills, MI and Dara Gaucher, Commerce Twp., MI

**LOAN BOARD MEMBER ABSENT:** None

**OTHERS PRESENT:** Charmaine Kettler-Schmult, Farmington Hills, MI and Lee Cox, Farmington Hills, MI

**1. CALL MEETING TO ORDER** – The meeting was called to order at 9:01 AM. by Chair John Goshorn.

**2. APPROVAL OF THE AGENDA** – Motion by Samuel, second by Brande to approve the agenda as presented.

Roll call vote:

Yeas: John Goshorn, Tracy Clark, Samuel Ramsey III, Brande Smith and Dara Gaucher.

Nays: None

Absent: None

Approved 5-0.

**3. APPROVAL OF THE MINUTES OF JANUARY 11, 2021** – Motion by Dara, second by Tracy to approve the Minutes of January 11, 2021 as submitted.

Roll call vote:

Yeas: John Goshorn, Tracy Clark, Samuel Ramsey III, Brande Smith and Dara Gaucher.

Nays: None

Absent: None

Approved 5-0.

**4. PUBLIC COMMENT - None**

**5. REVIEW OF BIDS**

**A. HRP 863 B (Section 36)**

Request for additional work and review of bids. Work included: Well replacement

Motion by John, second by Samuel to approve well replacement as a grant.

Roll call vote:

Yeas: John Goshorn, Tracy Clark, Samuel Ramsey III, Brande Smith and Dara Gaucher.

Nays: None

Absent: None

Approved 5-0.

Motion by Tracy, second by Samuel to approve low bid of \$8,500 for well replacement.

Roll call vote:

Yeas: John Goshorn, Tracy Clark, Samuel Ramsey III, Brande Smith and Dara Gaucher.

Nays: None

Absent: None

Approved 5-0.

**B. HRP 883 (Section 33)**

Work included: Roof replacement on house and detached garage.

Motion by Tracy, second by John to approve the low bid of \$7,125.

Roll call vote:

Yeas: John Goshorn, Tracy Clark, Samuel Ramsey III, Brande Smith and Dara Gaucher.

Nays: None

Absent: None

Approved 5-0.

**C. HRP 577 B (Section 36)**

Work included: Roof replacement including detached garage and handicap ramp

Motion by John, second by Samuel to approve the low bid of \$16,525.

Roll call vote:

Yeas: John Goshorn, Tracy Clark, Samuel Ramsey III, Brande Smith and Dara Gaucher.

Nays: None

Absent: None

**6. OTHER BUSINESS**

**A. HRP 773 (Section 24)** – Request to subordinate Housing Rehabilitation Program Loan that doesn't meet criteria for administrative approval.

Motion by Samuel, second by John to require appraisal of property to verify value of home. Staff to review and approve if value of home meets or exceeds value assessed by City of Farmington Hills.

Roll call vote:

Yeas: John Goshorn, Tracy Clark, Samuel Ramsey III, Brande Smith and Dara Gaucher.

Nays: None

Absent: None

**B. HRP 628 (Section 36)** - Request to subordinate Housing Rehabilitation Program Loan that doesn't meet criteria for administrative approval.

Motion by John, second by Brande to approve the subordination request and staff to process subordination document.

Roll call vote:

Yeas: John Goshorn, Tracy Clark, Samuel Ramsey III, Brande Smith and Dara Gaucher.

Nays: None

Absent: None

**C. Election of Officers** – Motion by John, second by Samuel for the following slate:

John Goshorn – Chair

Dara Gaucher – Vice Chair

Brande Smith – Secretary

Roll call vote:

Yeas: John Goshorn, Tracy Clark, Samuel Ramsey III, Brande Smith and Dara Gaucher.

Nays: None

Absent: None

7. **DISCUSSION ITEMS** – John asked if Rebuilding Together had requested funding for their events in 2021. Charmaine Kettler-Schmult, will reach out to the new executive director. There was a brief overview of the current funding for Housing Rehabilitation Program, timeliness of funds and CDBG funds.
8. **ADJOURNED at 9:35 AM.**