

MINUTES
HOUSING REHABILITATION LOAN BOARD MEETING
OCTOBER 11, 2024 – 8:30AM
CITY HALL – ZONING CONFERENCE ROOM
31555 W. ELEVEN MILE ROAD, FARMINGTON HILLS MI

LOAN BOARD MEMBERS PRESENT: John Goshorn, Samuel Ramsey III, Tracy Clark, Brande Smith & Dara Gaucher

LOAN BOARD MEMBER ABSENT: None.

OTHERS PRESENT: Tracey Emmanuel, CD Coordinator; Jesse Cortez, Housing Rehab Specialist

1. **CALL MEETING TO ORDER** – Chair John Goshorn called meeting to order at 8:30 AM.
2. **APPROVAL OF THE AGENDA** – Motion by Brande, seconded by Tracy, to approve the agenda as amended, adding HRP919 to #4 as item B. Motion Carried 5-0.
3. **APPROVAL OF THE MINUTES** – Motion by Tracy, seconded by Dara, to approve the Minutes of July 24, 2024 as submitted. Motion Carried 5-0.
4. **REVIEW OF APPLICANTS**
 - A. **HRP 0918 (Section 35)**
Work requested: Roof & gutter replacement, with fascia and attic insulation. Motion by Tracy, seconded by Brande to qualify homeowners for a deferred loan. Staff to bid the work needed. Motion Carried 5-0.
 - B. **HRP 0919 (Section 36)**
Work requested: Engineered septic replacement and pump outs. Motion by Samuel, seconded by John to qualify homeowners for a 50% deferred loan not to exceed \$25,000, balance as a grant. Staff to bid work needed. Motion Carried 5-0.
5. **REVIEW OF BIDS**
 - A. **HRP 816B (Section 13)**
Work included: electrical repairs, plumbing repairs, entry & interior doors repaired or replaced, windows, lead paint hazards. Motion by Dara, seconded by Brande to approve low bid by Pro Quality Remodeling for \$19,025.00. Motion Carried 5-0.
6. **OTHER BUSINESS**
 - A. Rebuilding Together Southeast Michigan - Request for Funding. Motion by John, seconded by Brande to approve Rebuilding Together Southeast Michigan's request to fund activities in Farmington Hills not to exceed \$15,000 for materials and supply expenses verified by staff. Motion Carried 5-0.
 - B. Housing Rehabilitation Program PY2024-2025 Q1 Report – Report was reviewed and accepted.
7. **PUBLIC COMMENT** – None.
8. **DISCUSSION ITEMS** – None.
9. **MEETING ADJOURNED BY:** Chair Goshorn at 9:22 AM.

Respectfully Submitted,
Tracey Emmanuel, Community Development Coordinator