

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

**October 22, 2019 @ 8:30 A.M.**

**Zoning Conference Room  
31555 W. Eleven Mile Road  
Farmington Hills, MI 48336**

**[www.fhgov.com](http://www.fhgov.com)**

**(248) 871-2543**

**LOAN BOARD MEMBERS PRESENT:** John Goshorn, Dara Gaucher, Tracy Clark, and Brande Smith

**LOAN BOARD MEMBER ABSENT:** Samuel Ramsey II

**OTHERS PRESENT:** Charmaine Kettler-Schmult and Lee Cox

- 1. CALL MEETING TO ORDER** – The meeting was called to order at 8:43 AM by Chair John Goshorn.
- 2. APPROVAL OF THE AGENDA** – Motion by Tracy, second by Brande to approve the agenda as presented. Approved 4-0.
- 3. APPROVAL OF THE MINUTES OF AUGUST 22, 2019** – Motion by Brande, second by Dara to approve the Minutes of August 22, 2019 as submitted. Approved 4-0.
- 4. REVIEW OF APPLICANTS**
  - A. HRP 740 C (Section 8)**

Work requested: Wood trim replacement and sump pump.  
Motion by Tracy, second by John to deny qualification of the owners. Loan Board determined work not necessary at this time and concerned about ownership. Approved 4-0.
  - B. HRP 882 (Section 35)**

Work requested: Furnace, hot water tank, electric repair, plumbing repair, roof and chimney repair.  
Motion by Tracy, second by Brande to qualify owners for a grant for the work requested, including the detached garage roof replacement. Staff to bid work requested. Approved 4-0.
  - C. HRP 856 B (Section 36)**

Work requested: Furnace  
Motion by Tracy, second by Dara to qualify owners for a deferred loan. Staff approved to move forward with contract if low bid is less than \$5,000. Approved 4-0.
  - D. HRP 585 B (Section 26)**

Work requested: Roof and gutters  
Motion by John, second by Tracy to qualify owners for a deferred loan. Staff to bid work requested including the detached garage roof replacement. Approved 4-0.
- 5. REVIEW OF BIDS**
- 6. OTHER BUSINESS**
  - A. Housing Rehabilitation Program – FY 2019-2020 First Quarter Report**

Charmaine Kettler-Schmult reviewed the document. It was accepted by the Loan Board.
  - B. DISCUSSION ITEMS –**

Staff introduced to the loan board the discussion item of title searches as it relates to the housing rehabilitation program. Staff researched other programs and they are using a free to municipalities, on-line search engine through Oakland County Records. The Board agreed this option was acceptable to be used in the future.

**C. PUBLIC COMMENT - None**

**7. ADJOURNED at 8:57 AM.**