

DRAFT

ARIZONA BOARD OF MANUFACTURED HOUSING

ABBREVIATED MINUTES

January 15, 2020 BOARD MEETING

CALL TO ORDER

Assistant Deputy Director Tara Brunetti called the meeting to order at 1:00 pm.

ROLL CALL

Board Members present: Chairman Greg Johnloz, Jan Doughty, Terry Gleeson, Everette Hoyle, Cody Pearce, David Roe, Wayne Syrek. Absent: Michael Young.

Arizona Department of Housing (“Department”) Staff: Assistant Deputy Director, Tara Brunetti (Brunetti); Assistant Attorney General Valerie Marciano; and Board Secretary Ayde Sanchez and Amanda Duncan.

Public Present: Ken Anderson, Kelsey Lundy from Compass Strategies (on behalf of Katerra).

CHAIRMAN SELECTION

Chairman Johnloz entertained a motion to elect David Roe as the new Chairman for the Arizona Board of Manufactured Housing; seconded by Board Member Gleeson; Board voted unanimously to approve the motion. Chairman David Roe will serve as chairman for calendar year 2020.

APPROVAL OF JULY 15, 2019 BOARD MINUTES

Chairman Roe (“Roe”) entertained a motion to accept the prior Board Meeting Minutes; Board member Johnloz made motion to accept and the Board voted unanimously to accept.

Departmental Information

Department provided an overview of the following highlights:

1. Department Staff Changes:
 - Mark Hellum- Installation Inspector
 - Sean Adams- IPIA & Installation Inspector Supervisor
 - Ryan Paris- Promoted to ISA Representative
2. Collaborative meeting with Installers scheduled to take place on February 5, 2020.

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CALL TO PUBLIC

Kelsey Lundy with Compass Strategies, on behalf of Katerra, had no specific comments regarding the draft for proposed rule changes. Offered a thank you to the Board and Department in regards to the proposed rule changes.

RULE CHANGE PROPOSAL

The Department and Board members reviewed and discussed proposed rule changes. Board member Gleeson entertained a motion to accept the proposed rule changes; motion seconded by Board member Doughty and the Board voted unanimously to accept.

FINANCIAL REPORT

Brunetti presented the monthly financial report for November 2019 and Relocation Fund Summary as of the end of November 2019.

Action Item: Chairman Roe requested that the Department verify the expense totals for the Relocation Fund Summary.

ANNOUNCEMENTS

No Announcements

NEXT BOARD MEETING DATE

Wednesday, April 15, 2020.

ADJOURNMENT

Chairman Roe thanked the Board members for their attendance. The meeting adjourned at 1:28 p.m.