

# **BOARD OF MANUFACTURED HOUSING**

**April 17, 2019**



**Arizona Department of Housing**

# AGENDA



**A G E N D A**  
**BOARD OF MANUFACTURED HOUSING**  
**Arizona Department of Housing**

Date: **Wednesday, April 17, 2019; 1:00 P.M.**  
Arizona Department of Housing  
1110 West Washington, Suite 280 (2<sup>nd</sup> Floor) Phoenix, AZ 85007

**1:00 P.M.**

- I. Call to Order (Chairman)
- II. Roll Call (Secretary)
- III. Call to the Public

Public Comments - Those wishing to address the Board need not request permission in advance; however, they must complete a form available at <https://housing.az.gov/manufactured-housing/board-manufactured-housing> or at the meeting. Each person addressing the Board will be limited to five minutes on any one issue. Pursuant to A.R.S. § 38-431.02(H), the Board may only take action on matters listed on the agenda. Action taken as a result of public comments will be limited to directing staff to study the matter or scheduling the matter for further consideration and decision at a later date.

- IV. Review and Action on Abbreviated Minutes of January 16, 2019 meeting
  - V. Departmental Information – discussion only – *Standing Item*
    - Topics for this meeting:
      - a. Invoicing Policy Update
      - b. Collaborative Meeting with Installers – ground set drainage and installation testing
      - c. Legislative Session – panelized construction
  - VI. Permit Extension – review, discussion and possible action
  - VII. Bond/Cash Deposit Requirements – review, discussion and possible vote to obtain waiver to change rule
  - VIII. Request for Educational Grant - requests from Manufactured Housing Industry of Arizona and Manufactured Housing Communities of Arizona – review, discussion and possible action
  - IX. Intergovernmental Agreement Report – review, discussion – *Standing Item*
  - X. Financial Report – review, discussion – *Standing Item*
  - XI. Rules – No item for discussion
  - XII. Fee Structure – pursuant to A.R.S. §41-4010 (A) (4). Determine fees for Fiscal Year 2020 beginning July 1, 2019 and ending June 30, 2020.
    - a. Presentation by Department
    - b. Review, discussion and possible action
  - XIII. Announcements of future meeting dates and other information concerning the Board.
  - XIV. Adjournment
-

Pursuant to A.R.S. § 38-431.02, notice is hereby given to the general public that the members of the Board of Manufactured Housing will hold a regular meeting open to the public at the Board's office, at 1110 West Washington, Suite 280 (2<sup>nd</sup> Floor), Phoenix, Arizona. The Board, upon a majority vote of a quorum of the members, may, when necessary, hold an Executive Session to obtain legal advice regarding any of the agenda items, pursuant to A.R.S. § 38-431.03(A)(3).

The agenda is subject to change up to 24 hours prior to the meeting, in which case a new agenda will be prepared and distributed in the same manner as the original agenda. You may also call **602-364-1433** or email [Ayde.Sanchez@azhousing.gov](mailto:Ayde.Sanchez@azhousing.gov) for any changes. Agenda items are noted by number and letter for convenience and reference. The Board may address the agenda items in any order within the time frame indicated, and may set over matters to a later time when necessary. The Board reserves the right to change the order of items on the agenda, except for matters set for a specific time.

Persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting Ayde Sanchez at 602-364-1433 or email [Ayde.Sanchez@azhousing.gov](mailto:Ayde.Sanchez@azhousing.gov). Requests should be made as early as possible to allow time to arrange the accommodation.

# **January 16, 2019**

## **ABBREVIATED**

## **MINUTES**



# DRAFT

## ARIZONA BOARD OF MANUFACTURED HOUSING

### ABBREVIATED MINUTES

#### January 16, 2019 BOARD MEETING

#### CALL TO ORDER

Chairman Baird called the meeting to order at 1:00 pm.

#### ROLL CALL

Board Members present: Chairman Sam Baird, Jan Doughty, Terry Gleeson, Gregory Johnloz, Cody Pearce, David Roe, Wayne Syrek, Absent: Richard Boles and Everette Hoyle

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

Public Present: Ken Anderson (“Anderson”), Manufactured Housing Industry of Arizona (MHIAZ); Marci Mitchell, Ameri-Fab

#### APPROVAL OF October 17, 2018 BOARD MINUTES

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

#### CHAIRMAN SELECTION

Board member Gleeson made a motion that Sam Baird be re-elected as Chairman; seconded by Board Member Roe; Board voted unanimously to approve the motion. Chairman Sam Baird will serve for calendar year 2019.

#### DEPARTMENTAL INFORMATION

Department provided an overview of the following highlights:

Brunetti made a personal introduction to Board members. She is now the new Assistant Director for Manufactured Housing Division.

1. Department staff changes:

- Amanda Duncan –Administrative Assistant
- Esperanza Padilla –Complaints Manager
- Donna Grant –Promoted to oversee licensing dealer sales audits, investigations and complaints.

2. Collaborative meeting with Installers took place in December 2018 and will be meeting in February 2019.

### **CALL TO PUBLIC**

Ken Anderson addressed the Board members in regards to the possibility of extending the timeframe on Installation Permit expiration date.

### **FEE SCHEDULE**

Brunetti presented the current fee schedule for the 2019 fiscal year. 2020 fiscal year fees will be discussed in the upcoming April meeting.

**Action Item:** Review 6 Month Extension Request fee.

**Action Item:** Provide via email two weeks prior to the April meeting fee recommendations for fiscal year 2020

### **FINANCIAL REPORT**

Brunetti presented the monthly financial reports for September, October and November 2018, and Relocation Fund Summary as of the end of November 1, 2018.

**Action Item:** Board member Doughty requested clarification on the Educational Fund balance increase for fiscal year 2018.

**Action Item:** Board member Roe requested a brief explanation on violation items on Dealer Audits.

**Action Item:** Chairman Baird requested for Relocation Fund Summary be removed from Board packet.

**Action Item:** Chairman Baird requested for Recovery Fund current balance.

### **ANNOUNCEMENTS**

Chairman Baird announced Board member Boles has retired and his seat will need to be filled.

### **NEXT BOARD MEETING DATE**

Wednesday, April 17, 2019.

### **ADJOURNMENT**

Chairman Baird thanked the Board members for their attendance. The meeting adjourned at 1:33 p.m.

# **BOND/CASH DEPOSIT REQUIREMENTS**





## Bond and Surety Deposit Requirements

License Type	Existing Bond Amounts ADOH	Requirements in:				ADOH Recommendation
		Texas	Nevada	New Mexico	Florida	
Manufacturer (FBB, M9-A)	\$10,000					\$50,000
Manufacturer (MH, M9-C)	\$65,000	\$100,000		\$50,000	\$50,000	remain \$65,000
Manufacturer (Master, M9-E)	\$100,000					remain \$100,000
Retailer (MH, D-8)	\$25,000	\$50,000	\$25,000	\$50,000		\$50,000
Retailer/FBB (used, D-10 )	\$25,000					\$50,000
Retailer (Master, D-12)	\$25,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
Installer (General, I-10C)	\$2,500					\$15,000
Installer (Accessory, I-10D)	\$1,000					\$5,000
Installer (Master, I-10G)	\$5,000	\$25,000		\$10,000	\$5,000	\$25,000

### Recent Invoices as point of reference:

\$8,700 - floodplain installation of a 16x64 MH (No accessories)

\$21,035 - installation of a 24x50 MH to include accessories

\$30,598 - installation of 24x50 MH with heat pump, driveway, porch and railing

\$24,530 - installation of 16x56 MH with heat pump, awning, deck and railing

**HUD requirement for Installer License (per §3286.205 (d)):** An applicant for an installation license must provide evidence of and must maintain, when available in the state of installation, a surety bond or insurance that will cover the cost of repairing all damage to the home and its supports caused by the installer during the installation up to and including replacement of the home.

# CONSUMER GRANT REQUEST





Date: February 12, 2019

To: Carol Ditmore, Director  
Arizona Department of Housing  
1110 West Washington, Suite 280  
Phoenix, AZ 85007

From: Ken Anderson, President, Manufactured Housing Industry of Arizona

RE: Educational Grant Request for Annual Conference

Dear Director Ditmore,

The Manufactured Housing Industry of Arizona (MHIA) would like to formally request a grant of \$3,000 from the interest earned on the Consumer Recovery Fund help to provide special industry educational programs being presented at our annual conference on July 14 – 16, 2019 in Sedona, Arizona.

The purpose of this conference is to provide interactive, educational workshops to help reduce consumer complaints, to improve compliance with state statutes & department regulations, comply with HUD regulations, and to promote a higher standard of professional ethics among dealer licensees, contractors, and installers.

We expect approximately 70 - 90 industry leaders to attend this year's annual conference, most of which will be licensed dealers, installers and manufacturers who are members of MHIA. Although the total cost of presenting this very important conference far exceeds the requested amount, a grant of \$3,000 will help defray our expense of providing the educational programs to the attendees.

I'd like to take this opportunity to thank the Department of Housing for your previous support to improve the industry through professional education and ask for your approval for this educational grant request.

Sincerely,

Ken Anderson, President  
Manufactured Housing Industry of AZ



April 1, 2019

Tara Brunetti, Assistant Deputy Director - Manufactured Housing  
Arizona Department of Housing  
1110 W Washington, #280  
Phoenix, AZ 85007

Deputy Director Brunetti:

Manufactured Housing Communities of Arizona, Inc., a non-profit organization representing the owners of manufactured and mobile home rental communities, would like to request a grant of \$2,800 from the Consumer Recovery Fund educational monies to help provide educational programs for industry members at our Annual Conference, May 15 - 17, 2019.

As you are aware, many of the communities we represent are also licensed as retailers. This year we will be offering special classes on the future of our industry, how to sell homes, cybersecurity, screening and numerous other topics.

The grant money would be used to help pay for the following:

On-Line Mobile App which includes all info on Conference	\$ 1,100
Printing of materials	4,000
Speaker Expenses	<u>700</u>
Total Expenses	\$ 5,800
<b>MHCA's Grant Request (48.3% of total)</b>	<b>\$ 2,800</b>

Thank you for your consideration.

Sincerely,

Susan L. Brenton  
Executive Director

# FINANCIAL REPORT



**ARIZONA DEPARTMENT OF HOUSING  
MONTHLY SUMMARY REPORT**

FEBRUARY 2019

PLAN REVIEW:						
	Reviews Completed	YTD	Prior YTD	Current Total Fees Generated	YTD Fees Generated	Prior YTD
PLAN REV. - FBB	42	367	335	\$9,275.00	\$67,404.00	\$32,246.50
PLAN REV. - MH	11	81	78	\$2,275.00	\$15,019.00	\$6,150.00

INSTALLATION PERMITS:						
	Permits Issued	YTD	Prior YTD	Current Total Fees Generated	YTD Fees Generated	Prior YTD Fees Generated
MH	122	914	758	\$43,920.00	\$329,337.00	\$333,098.00
FBB	50	264	259	\$13,467.00	\$96,109.50	\$103,023.90

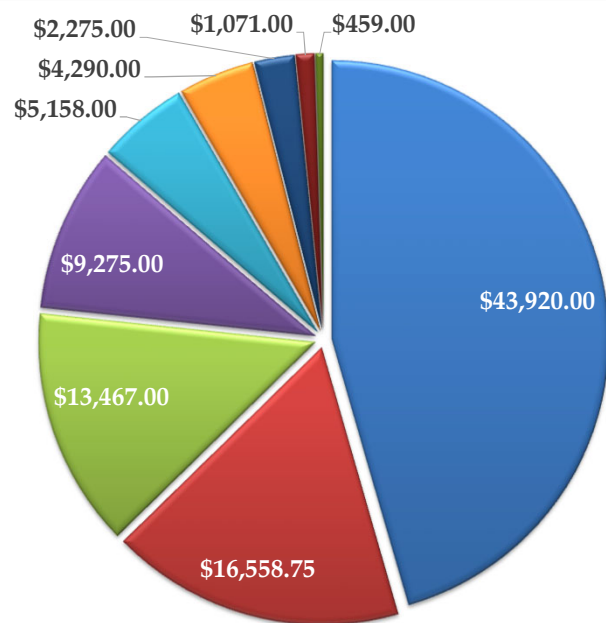
IN PLANT INSPECTION:						
	Plant Inspections	Current Total of Inspections	Current Total of Violations Sited	Prior YTD Total Violations	**Current Total Fees Generated	YTD Total Fees Generated
MH MFG.	15	112	23	113	\$459.00	\$ 4,870.50
Number of Homes Labeled	Single	Double	Triple	Quad	Five	TOTAL
	37	198	4	0	0	239
PRODUCTION TREND:	2019	2018	2017	2016	2015	2014
January	264	192	221	173	162	142
February	239	215	220	178	148	127
March		268	236	201	160	120
April		224	197	210	193	151
May		250	219	218	181	161
June		256	242	244	189	146
July		195	177	153	196	147
August		267	260	215	171	182
September		231	225	220	168	148
October		254	247	196	185	175
November		252	223	206	164	135
December		193	189	212	150	124
<b>YTD TOTAL</b>	<b>503</b>	<b>2797</b>	<b>2656</b>	<b>2426</b>	<b>2067</b>	<b>1758</b>

CERTIFICATES:								
	Certificates Issued	YTD	Prior YTD	Current Total Fees Generated	YTD Fees Generated	Prior YTD	Certificates Reported	YTD
INSTALLATION	429	3208	3111	\$4,290.00	\$32,080.00	\$31,110.00	265	2495
FBB MFG.	21	203	237	\$1,071.00	\$10,353.00	\$12,087.00	15	184

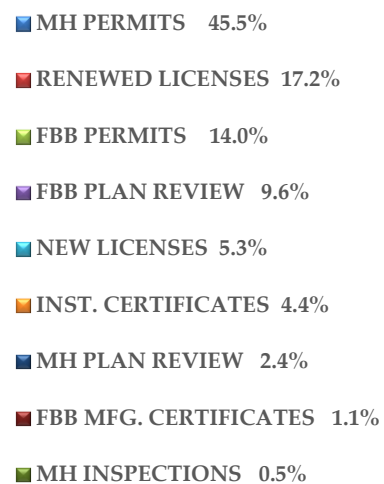
LICENSING:						
	New Licenses Issued	YTD Lic. Issued	Current Total Fees Generated	YTD Fees Generated	Current Total Licensees	Prior Year Total Licensees
MANUFACTURERS	0	3	\$0.00	\$2,592.00	72	75
DEALERS	4	26	\$1,862.00	\$14,970.00	271	251
SALES PERSONS	16	133	\$3,296.00	\$27,398.00	695	668
INSTALLERS	0	9	\$0.00	\$6,360.00	96	91
	Renewal Licenses Issued	YTD	Current Total Fees Generated	YTD		
<i>*Includes late renewals</i>						
MANUFACTURERS	3	46	\$1,543.00	\$22,187.00		
DEALERS	21	161	\$6,099.50	\$51,652.00		
SALES PERSONS	42	323	\$4,660.75	\$36,281.75		
INSTALLERS	12	56	\$4,255.50	\$18,003.00		

AUDITS:			
	With Violations	With Out Violations	Unlicensed Activity Investigations
Trust Account Audits	1	0	1

COMPLAINTS			
	New Received	YTD	Prior YTD
	3	17	26



FEBRUARY 2019 REVENUE BREAKDOWN



**EXPENSE & REVENUE REPORT:**

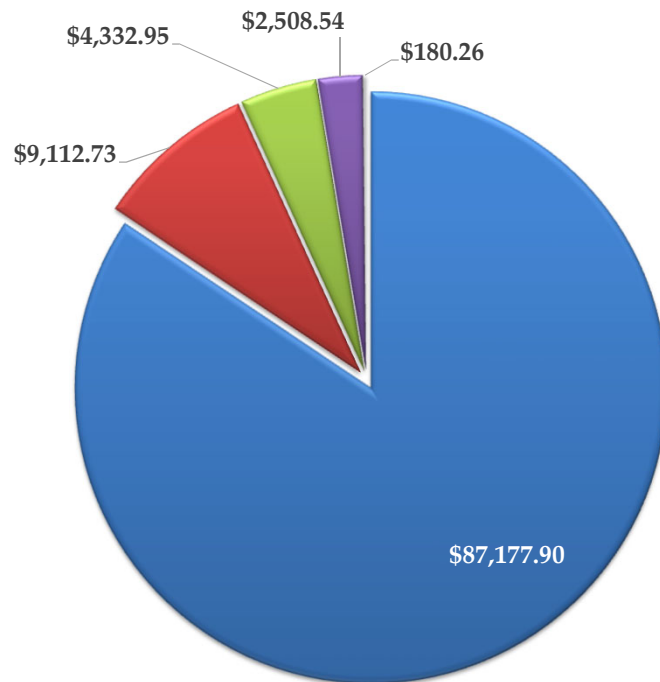
	OMH Fee's Generated	YTD Revenue	Prior YTD Revenue	Current Expenditures	YTD Expenditures	Prior YTD Expenditures	Estimated Annual Revenue	Estimated Annual Expenditures
	\$ 96,473.75	\$ 734,616.75	\$ 733,355.65	\$ 103,312.38	\$ 932,486.31	\$ 636,359.60	\$ 1,101,925.13	\$ 1,398,729.47

**CONSUMER RECOVERY FUND**

	Monthly Deposit	Monthly Claims Paid	Monthly Interest Earned	Fund Balance
FY 19	\$ 13,170.00	\$0.00	\$ 1,085.35	\$ 734,673.62

**CONSUMER & LICENSING EDUCATIONAL EXPENDITURES**

	Recovery Fund Ending Balance	Interest Earned	Available for Grants (75% of Interest)
FY 18	\$ 667,440.97	\$ 7,393.08	\$ 5,544.81

**FEBRUARY 2019 EXPENDITURE BREAKDOWN**

- PAYROLL 84.4%
- PROFESSIONAL SERVICE 8.8%
- TRAVEL 4.2%
- OPERATING 2.4%
- EQUIPMENT 0.2%

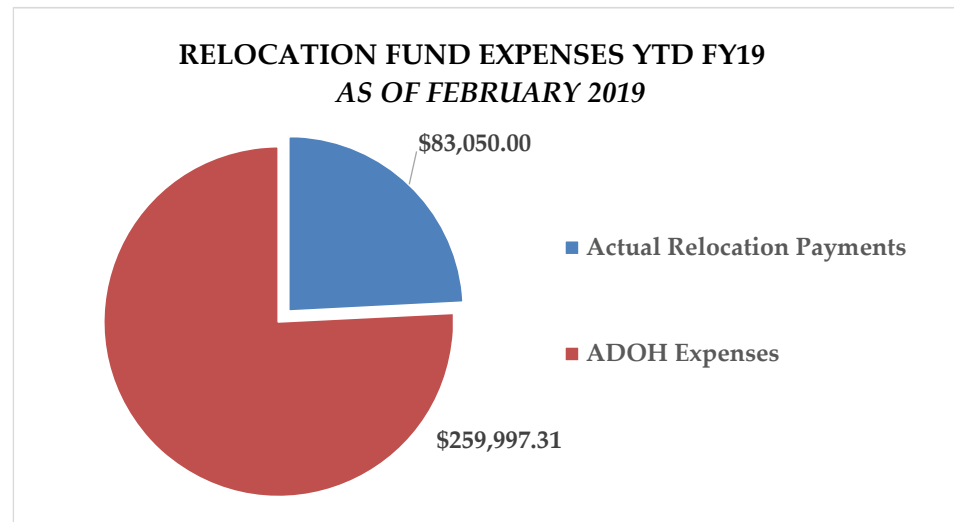


NEW LICENSES ISSUED			
<u>Company Name</u>	<u>License No.</u>	<u>Class</u>	<u>Date Issued</u>
MH ELITE SERVICES LLC	8791	I-10G	12/11/18
SAUTER ENTERPRISES	8792	I-10C	12/17/18
DS HOMES LLC	8793	D-8	12/18/18
MH ELITE SERVICES LLC	8794	D-12	12/28/18
HOME ONLY FINANCIAL SERVICES LLC	8795	D-8	01/08/19
FATHOM PROPERTIES LLC	8796	D-8	01/15/19
DESIGN SPACE MODULAR BUILDINGS PNW, LP	8797	D-12	01/16/19
RECORD CONSTRUCTION INC.	8798	I-10G	01/17/19
GRANITE HOMES LLC	8799	D-12	01/28/19
JIM CARTER MOBILE HOME SALES	8800	D-8B	01/31/19
HERITAGE MOBILE HOMES	8801	D-8B	02/05/19
JONAS L BROKERAGE	8802	D-8B	02/20/19
BROOKFIELD RESIDENTIAL CONSTRUCTION LLC	8803	D-8	02/25/19

Visit the Department's website for detailed information:  
[www.housing.az.gov](http://www.housing.az.gov)

## RELOCATION FUND SUMMARY

BEGINNING BALANCE		YTD EXPENDITURES		ENDING BALANCE	
As of 02/01/2019	\$7,836,446.08		AMOUNT	As of 02/28/2019	\$7,798,630.69
		Actual Relocation Payments	\$83,050.00		
		ADOH Expenses	\$259,997.31		
		Total Expenses	\$176,947.31		



# FEE SCHEDULE





**STATE OF ARIZONA  
DEPARTMENT OF HOUSING**

1110 WEST WASHINGTON, SUITE 280  
PHOENIX, ARIZONA 85007

PHONE: 602771-1000 FAX: 602-771-1002  
WWW.AZHOUSING.GOV

**FEE SCHEDULE FOR 2019 FISCAL YEAR**

**FEES ARE EFFECTIVE JULY 1, 2018 through JUNE 30, 2019**

Fees charged by the Department are not included in Rule and are exempt from the State Rule procedures (Arizona Revised Statutes § 41-4010(C)).

<b><u>LICENSING FEES</u></b>				
	<b>Class</b>	<b>Class Description</b>	<b>New License</b>	<b>Renewal License</b>
<b>MANUFACTURER</b>	<b>M-9A</b>	Factory-built-buildings (FBB) and subassemblies	<b>\$ 864.00</b>	<b>\$ 432.00</b>
	<b>M-9C</b>	Manufactured (MFG) Homes	<b>\$ 864.00</b>	<b>\$ 432.00</b>
	<b>M-9E</b>	Master, includes M-9A and M-9C	<b>\$ 1,358.00</b>	<b>\$ 679.00</b>
<b>RETAILER/ DEALER/ BROKER</b>	<b>D-8</b>	Retailer Mobile/MFG Homes	<b>\$ 566.00</b>	<b>\$ 283.00</b>
	<b>D-8B</b>	Broker Mobile/MFG Homes	<b>\$ 432.00</b>	<b>\$ 216.00</b>
	<b>D-10</b>	Retailer FBB or FBB Subassemblies	<b>\$ 566.00</b>	<b>\$ 283.00</b>
	<b>D-12</b>	Master, includes D-8, D-8B, and D-10	<b>\$ 864.00</b>	<b>\$ 432.00</b>
<b>INSTALLERS</b>	<b>I-10C</b>	General Installer	<b>\$ 432.00</b>	<b>\$ 216.00</b>
	<b>I-10D</b>	Installer of Attached Accessory Structures	<b>\$ 432.00</b>	<b>\$ 216.00</b>
	<b>I-10G</b>	Master, includes I-10C and I-10D	<b>\$ 741.00</b>	<b>\$ 370.00</b>
<b>SALESPERSON</b>	<b>NA</b>	Employee of a licensed Retailer/Dealer/Broker	<b>\$ 206.00</b>	<b>\$ 103.00</b>

<b><u>PLAN FEES</u></b>	
<b>DESCRIPTION</b>	<b>FEE</b>
<b>Application Submittal and Plan Review</b>	<b>\$ 175.00</b> <i>Includes up to 1 hour of plan review time</i>
<b>Plan Review</b>	<b>\$ 125.00 hour</b> <i>Each additional hour</i>

<b><u>MOBILE HOME LANDLORD TENANT PETITION</u></b>	
<b>DESCRIPTION</b>	<b>FEE</b>
<b>Complaint</b> A landlord or a tenant of a Mobile Home Park may file a complaint administratively through the Department to obtain a hearing at the Office of Administrative Hearings on alleged violations of the Arizona Mobile Home Landlord and Tenant Act.	<b>\$ 50.00</b>

<b><u>INSTALLATION TRAINING</u></b>	
<b>DESCRIPTION</b>	<b>FEE</b>
<b>Installation Training</b> OMH Installer and Registrar of Contractor: Qualifying Party or Corporate Officer	<b>\$ 100.00</b>

<b><u>PERMIT FEES</u></b>		
DESCRIPTION	STATE ISSUED PERMIT FEE	IGA FEE
Mobile/MFG Home	\$ 360.00 each <i>Includes 3 Inspections</i>	Up to \$ 360.00 each
FBB – residential	\$ 450.00 per story <i>Includes 3 Inspections</i>	\$ 450.00 per story
FBB – commercial	\$ 4.50/LF per story <i>Includes 3 Inspections</i>	\$ 4.50/LF per story
FBB – classroom	\$ 2.25/LF per story <i>Includes 3 Inspections</i>	\$ 4.50/LF per story
6 Month Extension on Permit (MFG and FBB)	\$ 82.00 each	
FBB Special Event	\$ 120.00 each	
Rehabilitation – Mobile Home	\$ 49.00 if income below Area Median Income (AMI); \$306.00 if income at or above AMI <i>Includes 2 Inspections</i>	

<b><u>INSPECTION FEES</u></b>	
DESCRIPTION	FEE
MFG facility	\$ 85.00 per HUD Label
Installation re-Inspection or additional not covered by permit (MFG, FBB, Rehabilitation, and Special Event)	\$ 120.00 each
Other MFG facility	\$ 85.00 per hour
No Cancel by 7:30 a.m. of scheduled inspection	\$ 120.00 each

<b><u>CERTIFICATE (INSIGNIA) FEES</u></b>	
DESCRIPTION	FEE
Installation Certificate	\$ 10.00 each
Modular Manufacturer Certificate	\$ 51.00 each
Reconstruction Certificate	\$ 51.00 each

<b><u>ADMINISTRATIVE FUNCTION FEES</u></b>	
DESCRIPTION	FEE
Change on installation permit	\$ 10.00 per item
Change name of license	\$ 10.00 each
Change license location	\$ 10.00 each
Change license telephone number	\$ 10.00 each
Add or delete branch location	\$ 10.00 each
Reinstate bond	\$ 10.00 each
Change status of license to inactive	\$ 10.00 each
Process returned check	\$ 50.00 each
All refunds are subject to a fee of	\$ 59.00 each
Copies	\$ .50 each

# **FY20 FEE RECOMMENDATION**



## MANUFACTURED HOUSING - BOARD FEE PRESENTATION

Plan A

FY2020 FORECASTED	BUDGET	% of Total	BOARD APPROVED FEES	Total Budget
Installation Inspections	\$ 646,920.00	40%	\$ -	\$ -
IPIA Plant Inspections	\$ 534,735.00	33%	\$ -	\$ -
Licensing	\$ 280,000.00	17%	\$ -	\$ -
Plan Review	\$ 121,100.00	7%	\$ -	\$ -
Insignias	\$ 49,560.00	3%	\$ -	\$ -
Operations Support	\$ -		\$ -	
	\$ 1,632,315.00	100%		\$ -

FY2019 EXPENSE	FORECASTED
Payroll & ERE	\$ 1,063,131.97
Professional Services	\$ 98,281.16
Travel	\$ 220,310.63
Capital	\$ 1,943.99
Non-Capital Exp	\$ 10,758.65
Operations Support	\$ 102,697.55
	\$ 1,497,123.95

Plan B

	FY19 PROJECTED FEE REVENUE	FY20 BUDGET 105%	Adjusted Fee
Installation Inspections	\$ 664,280.00	\$ 679,266.00	\$ 378.00
IPIA Plant Inspections	\$ 463,000.00	\$ 561,471.75	\$ 89.25
Licensing	\$ 269,800.00	\$ 294,000.00	
Plan Review	\$ 121,293.00	\$ 127,155.00	\$ 183.75
Insignias	\$ 63,649.50	\$ 52,038.00	\$ 10.50
Operations Support	\$ -	\$ -	
	\$ 1,582,022.50	\$ 1,713,930.75	

Plan C

FY19 BUDGET 95%	Adjusted Fee
\$ 614,574.00	\$ 342.00
\$ 507,998.25	\$ 80.75
\$ 266,000.00	
\$ 115,045.00	\$ 166.25
\$ 47,082.00	\$ 9.50
\$ -	
\$ 1,550,699.25	

FY2019 Projection

Installation Inspections	1,797
IPIA Plant Inspections	6,291
Licensing	
Plan Review	692
Insignias	4,956

Current Fees

\$ 360.00
\$ 85.00
<i>Lump Sum; not by license class</i>
\$175
\$ 10.00

# **2019 BOARD MEETING SCHEDULE**





# **2019 OMH BOARD MEETING SCHEDULE**



**All meetings are tentatively scheduled the  
3<sup>rd</sup> Wednesday of each calendar quarter,  
beginning at 1:00 p.m.**

***Date and time is subject to change at the  
discretion of the Chairman of the Board.***

- **January 16, 2019**
- **April 17, 2019**
- **July 17, 2019**
- **October 16, 2019**

# **BOARD OF MANUFACTURED HOUSING**

**April 17, 2019**



**Arizona Department of Housing**

# AMENDED AGENDA



**AMENDED A G E N D A**  
**BOARD OF MANUFACTURED HOUSING**  
**Arizona Department of Housing**

Date: **Wednesday, April 17, 2019; 1:00 P.M.**

**Teleconference**

**602-753-1025, Passcode 330208**

**1:00 P.M.**

- I. Call to Order (Assistant Deputy Director, Manufacturer Housing)
- II. Roll Call (Secretary)
- III. Selection of Interim Chairman (Assistant Deputy Director, Manufactured Housing)
- IV. Review and Action on Abbreviated Minutes of January 16, 2019 meeting
- V. Request for Educational Grant - requests from Manufactured Housing Industry of Arizona and Manufactured Housing Communities of Arizona – review, discussion and possible action
- VI. Fee Structure – pursuant to A.R.S. §41-4010 (A) (4). Determine fees for Fiscal Year 2020 beginning July 1, 2019 and ending June 30, 2020.
  - a. Presentation by Department
  - b. Review, discussion and possible action
- VII. Adjournment

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Pursuant to A.R.S. § 38-431.02, notice is hereby given to the general public that the members of the Board of Manufactured Housing will hold a regular meeting open to the public at the Board's office, at 1110 West Washington, Suite 280 (2<sup>nd</sup> Floor), Phoenix, Arizona, and may appear via the teleconference number set forth above. The Board, upon a majority vote of a quorum of the members, may, when necessary, hold an Executive Session to obtain legal advice regarding any of the agenda items, pursuant to A.R.S. § 38-431.03(A)(3).

The agenda is subject to change up to 24 hours prior to the meeting, in which case a new agenda will be prepared and distributed in the same manner as the original agenda. You may also call **602-364-1433** or email [Ayde.Sanchez@azhousing.gov](mailto:Ayde.Sanchez@azhousing.gov) for any changes. Agenda items are noted by number and letter for convenience and reference. The Board may address the agenda items in any order within the time frame indicated, and may set over matters to a later time when necessary. The Board reserves the right to change the order of items on the agenda, except for matters set for a specific time.

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# **January 16, 2019**

## **ABBREVIATED**

## **MINUTES**



# DRAFT

## ARIZONA BOARD OF MANUFACTURED HOUSING

### ABBREVIATED MINUTES

**January 16, 2019 BOARD MEETING**

#### **CALL TO ORDER**

Chairman Baird called the meeting to order at 1:00 pm.

#### **ROLL CALL**

Board Members present: Chairman Sam Baird, Jan Doughty, Terry Gleeson, Gregory Johnloz, Cody Pearce, David Roe, Wayne Syrek, Absent: Richard Boles and Everette Hoyle

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

Public Present: Ken Anderson (“Anderson”), Manufactured Housing Industry of Arizona (MHIAZ); Marci Mitchell, Ameri-Fab

#### **APPROVAL OF October 17, 2018 BOARD MINUTES**

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

#### **CHAIRMAN SELECTION**

Board member Gleeson made a motion that Sam Baird be re-elected as Chairman; seconded by Board Member Roe; Board voted unanimously to approve the motion. Chairman Sam Baird will serve for calendar year 2019.

#### **DEPARTMENTAL INFORMATION**

Department provided an overview of the following highlights:

Brunetti made a personal introduction to Board members. She is now the new Assistant Director for Manufactured Housing Division.

1. Department staff changes:
  - Amanda Duncan –Administrative Assistant
  - Esperanza Padilla –Complaints Manager
  - Donna Grant –Promoted to oversee licensing dealer sales audits, investigations and complaints.

2. Collaborative meeting with Installers took place in December 2018 and will be meeting in February 2019.

### **CALL TO PUBLIC**

Ken Anderson addressed the Board members in regards to the possibility of extending the timeframe on Installation Permit expiration date.

### **FEE SCHEDULE**

Brunetti presented the current fee schedule for the 2019 fiscal year. 2020 fiscal year fees will be discussed in the upcoming April meeting.

**Action Item:** Review 6 Month Extension Request fee.

**Action Item:** Provide via email two weeks prior to the April meeting fee recommendations for fiscal year 2020

### **FINANCIAL REPORT**

Brunetti presented the monthly financial reports for September, October and November 2018, and Relocation Fund Summary as of the end of November 1, 2018.

**Action Item:** Board member Doughty requested clarification on the Educational Fund balance increase for fiscal year 2018.

**Action Item:** Board member Roe requested a brief explanation on violation items on Dealer Audits.

**Action Item:** Chairman Baird requested for Relocation Fund Summary be removed from Board packet.

**Action Item:** Chairman Baird requested for Recovery Fund current balance.

### **ANNOUNCEMENTS**

Chairman Baird announced Board member Boles has retired and his seat will need to be filled.

### **NEXT BOARD MEETING DATE**

Wednesday, April 17, 2019.

### **ADJOURNMENT**

Chairman Baird thanked the Board members for their attendance. The meeting adjourned at 1:33 p.m.

# CONSUMER GRANT REQUEST







Date: February 12, 2019

To: Carol Ditmore, Director  
Arizona Department of Housing  
1110 West Washington, Suite 280  
Phoenix, AZ 85007

From: Ken Anderson, President, Manufactured Housing Industry of Arizona

RE: Educational Grant Request for Annual Conference

Dear Director Ditmore,

The Manufactured Housing Industry of Arizona (MHIA) would like to formally request a grant of \$3,000 from the interest earned on the Consumer Recovery Fund help to provide special industry educational programs being presented at our annual conference on July 14 – 16, 2019 in Sedona, Arizona.

The purpose of this conference is to provide interactive, educational workshops to help reduce consumer complaints, to improve compliance with state statutes & department regulations, comply with HUD regulations, and to promote a higher standard of professional ethics among dealer licensees, contractors, and installers.

We expect approximately 70 - 90 industry leaders to attend this year's annual conference, most of which will be licensed dealers, installers and manufacturers who are members of MHIA. Although the total cost of presenting this very important conference far exceeds the requested amount, a grant of \$3,000 will help defray our expense of providing the educational programs to the attendees.

I'd like to take this opportunity to thank the Department of Housing for your previous support to improve the industry through professional education and ask for your approval for this educational grant request.

Sincerely,

Ken Anderson, President  
Manufactured Housing Industry of AZ



April 1, 2019

Tara Brunetti, Assistant Deputy Director - Manufactured Housing  
Arizona Department of Housing  
1110 W Washington, #280  
Phoenix, AZ 85007

Deputy Director Brunetti:

Manufactured Housing Communities of Arizona, Inc., a non-profit organization representing the owners of manufactured and mobile home rental communities, would like to request a grant of \$2,800 from the Consumer Recovery Fund educational monies to help provide educational programs for industry members at our Annual Conference, May 15 - 17, 2019.

As you are aware, many of the communities we represent are also licensed as retailers. This year we will be offering special classes on the future of our industry, how to sell homes, cybersecurity, screening and numerous other topics.

The grant money would be used to help pay for the following:

On-Line Mobile App which includes all info on Conference	\$ 1,100
Printing of materials	4,000
Speaker Expenses	<u>700</u>
Total Expenses	\$ 5,800
<b>MHCA's Grant Request (48.3% of total)</b>	<b>\$ 2,800</b>

Thank you for your consideration.

Sincerely,

Susan L. Brenton  
Executive Director

# FEE SCHEDULE





**STATE OF ARIZONA  
DEPARTMENT OF HOUSING**

1110 WEST WASHINGTON, SUITE 280  
PHOENIX, ARIZONA 85007

PHONE: 602771-1000 FAX: 602-771-1002  
WWW.AZHOUSING.GOV

**FEE SCHEDULE FOR 2019 FISCAL YEAR**

**FEES ARE EFFECTIVE JULY 1, 2018 through JUNE 30, 2019**

Fees charged by the Department are not included in Rule and are exempt from the State Rule procedures (Arizona Revised Statutes § 41-4010(C)).

<b><u>LICENSING FEES</u></b>				
	<b>Class</b>	<b>Class Description</b>	<b>New License</b>	<b>Renewal License</b>
<b>MANUFACTURER</b>	<b>M-9A</b>	Factory-built-buildings (FBB) and subassemblies	<b>\$ 864.00</b>	<b>\$ 432.00</b>
	<b>M-9C</b>	Manufactured (MFG) Homes	<b>\$ 864.00</b>	<b>\$ 432.00</b>
	<b>M-9E</b>	Master, includes M-9A and M-9C	<b>\$ 1,358.00</b>	<b>\$ 679.00</b>
<b>RETAILER/ DEALER/ BROKER</b>	<b>D-8</b>	Retailer Mobile/MFG Homes	<b>\$ 566.00</b>	<b>\$ 283.00</b>
	<b>D-8B</b>	Broker Mobile/MFG Homes	<b>\$ 432.00</b>	<b>\$ 216.00</b>
	<b>D-10</b>	Retailer FBB or FBB Subassemblies	<b>\$ 566.00</b>	<b>\$ 283.00</b>
	<b>D-12</b>	Master, includes D-8, D-8B, and D-10	<b>\$ 864.00</b>	<b>\$ 432.00</b>
<b>INSTALLERS</b>	<b>I-10C</b>	General Installer	<b>\$ 432.00</b>	<b>\$ 216.00</b>
	<b>I-10D</b>	Installer of Attached Accessory Structures	<b>\$ 432.00</b>	<b>\$ 216.00</b>
	<b>I-10G</b>	Master, includes I-10C and I-10D	<b>\$ 741.00</b>	<b>\$ 370.00</b>
<b>SALESPERSON</b>	<b>NA</b>	Employee of a licensed Retailer/Dealer/Broker	<b>\$ 206.00</b>	<b>\$ 103.00</b>

<b><u>PLAN FEES</u></b>	
<b>DESCRIPTION</b>	<b>FEE</b>
<b>Application Submittal and Plan Review</b>	<b>\$ 175.00</b> <i>Includes up to 1 hour of plan review time</i>
<b>Plan Review</b>	<b>\$ 125.00 hour</b> <i>Each additional hour</i>

<b><u>MOBILE HOME LANDLORD TENANT PETITION</u></b>	
<b>DESCRIPTION</b>	<b>FEE</b>
<b>Complaint</b> A landlord or a tenant of a Mobile Home Park may file a complaint administratively through the Department to obtain a hearing at the Office of Administrative Hearings on alleged violations of the Arizona Mobile Home Landlord and Tenant Act.	<b>\$ 50.00</b>

<b><u>INSTALLATION TRAINING</u></b>	
<b>DESCRIPTION</b>	<b>FEE</b>
<b>Installation Training</b> OMH Installer and Registrar of Contractor: Qualifying Party or Corporate Officer	<b>\$ 100.00</b>

<b><u>PERMIT FEES</u></b>		
DESCRIPTION	STATE ISSUED PERMIT FEE	IGA FEE
Mobile/MFG Home	\$ 360.00 each <i>Includes 3 Inspections</i>	Up to \$ 360.00 each
FBB – residential	\$ 450.00 per story <i>Includes 3 Inspections</i>	\$ 450.00 per story
FBB – commercial	\$ 4.50/LF per story <i>Includes 3 Inspections</i>	\$ 4.50/LF per story
FBB – classroom	\$ 2.25/LF per story <i>Includes 3 Inspections</i>	\$ 4.50/LF per story
6 Month Extension on Permit (MFG and FBB)	\$ 82.00 each	
FBB Special Event	\$ 120.00 each	
Rehabilitation – Mobile Home	\$ 49.00 if income below Area Median Income (AMI); \$306.00 if income at or above AMI <i>Includes 2 Inspections</i>	

<b><u>INSPECTION FEES</u></b>	
DESCRIPTION	FEE
MFG facility	\$ 85.00 per HUD Label
Installation re-Inspection or additional not covered by permit (MFG, FBB, Rehabilitation, and Special Event)	\$ 120.00 each
Other MFG facility	\$ 85.00 per hour
No Cancel by 7:30 a.m. of scheduled inspection	\$ 120.00 each

<b><u>CERTIFICATE (INSIGNIA) FEES</u></b>	
DESCRIPTION	FEE
Installation Certificate	\$ 10.00 each
Modular Manufacturer Certificate	\$ 51.00 each
Reconstruction Certificate	\$ 51.00 each

<b><u>ADMINISTRATIVE FUNCTION FEES</u></b>	
DESCRIPTION	FEE
Change on installation permit	\$ 10.00 per item
Change name of license	\$ 10.00 each
Change license location	\$ 10.00 each
Change license telephone number	\$ 10.00 each
Add or delete branch location	\$ 10.00 each
Reinstate bond	\$ 10.00 each
Change status of license to inactive	\$ 10.00 each
Process returned check	\$ 50.00 each
All refunds are subject to a fee of	\$ 59.00 each
Copies	\$ .50 each

# **FY20 FEE RECOMMENDATION**



## MANUFACTURED HOUSING - BOARD FEE PRESENTATION

Plan A

FY2020 FORECASTED	BUDGET	% of Total	BOARD APPROVED FEES	Total Budget
Installation Inspections	\$ 646,920.00	40%	\$ -	\$ -
IPIA Plant Inspections	\$ 534,735.00	33%	\$ -	\$ -
Licensing	\$ 280,000.00	17%	\$ -	\$ -
Plan Review	\$ 121,100.00	7%	\$ -	\$ -
Insignias	\$ 49,560.00	3%	\$ -	\$ -
Operations Support	\$ -		\$ -	
	\$ 1,632,315.00	100%		\$ -

FY2019 EXPENSE	FORECASTED
Payroll & ERE	\$ 1,063,131.97
Professional Services	\$ 98,281.16
Travel	\$ 220,310.63
Capital	\$ 1,943.99
Non-Capital Exp	\$ 10,758.65
Operations Support	\$ 102,697.55
	\$ 1,497,123.95

Plan B

	FY19 PROJECTED FEE REVENUE	FY20 BUDGET 105%	Adjusted Fee
Installation Inspections	\$ 664,280.00	\$ 679,266.00	\$ 378.00
IPIA Plant Inspections	\$ 463,000.00	\$ 561,471.75	\$ 89.25
Licensing	\$ 269,800.00	\$ 294,000.00	
Plan Review	\$ 121,293.00	\$ 127,155.00	\$ 183.75
Insignias	\$ 63,649.50	\$ 52,038.00	\$ 10.50
Operations Support	\$ -	\$ -	
	\$ 1,582,022.50	\$ 1,713,930.75	

Plan C

FY19 BUDGET 95%	Adjusted Fee
\$ 614,574.00	\$ 342.00
\$ 507,998.25	\$ 80.75
\$ 266,000.00	
\$ 115,045.00	\$ 166.25
\$ 47,082.00	\$ 9.50
\$ -	
\$ 1,550,699.25	

FY2019 Projection

Installation Inspections	1,797
IPIA Plant Inspections	6,291
Licensing	
Plan Review	692
Insignias	4,956

Current Fees

\$ 360.00
\$ 85.00
<i>Lump Sum; not by license class</i>
\$175
\$ 10.00

# **2019 BOARD MEETING SCHEDULE**





# **2019 OMH BOARD MEETING SCHEDULE**



**All meetings are tentatively scheduled the  
3<sup>rd</sup> Wednesday of each calendar quarter,  
beginning at 1:00 p.m.**

***Date and time is subject to change at the  
discretion of the Chairman of the Board.***

- **January 16, 2019**
- **April 17, 2019**
- **July 17, 2019**
- **October 16, 2019**

# **BOARD OF MANUFACTURED HOUSING**

**January 16, 2019**



**Arizona Department of Housing**

# AGENDA



**A G E N D A**  
**BOARD OF MANUFACTURED HOUSING**  
**Arizona Department of Housing**

Date: **Wednesday, January 16, 2019; 1:00 P.M.**  
Arizona Department of Housing  
1110 West Washington, **Suite 280 (2<sup>nd</sup> Floor)** Phoenix, AZ 85007

Pursuant to A.R.S. § 38-431.02, notice is hereby given to the general public that the members of the Board of Manufactured Housing will hold a regular meeting open to the public at the Board's office, at 1110 West Washington, Suite 280 (2<sup>nd</sup> Floor), Phoenix, Arizona. The Board, upon a majority vote of a quorum of the members, may, when necessary, hold an Executive Session to obtain legal advice regarding any of the agenda items, pursuant to A.R.S. § 38-431.03(A)(3).

The agenda is subject to change up to 24 hours prior to the meeting, in which case a new agenda will be prepared and distributed in the same manner as the original agenda. You may also call **602-364-1433** or email [Ayde.Sanchez@azhousing.gov](mailto:Ayde.Sanchez@azhousing.gov) for any changes. Agenda items are noted by number and letter for convenience and reference. The Board may address the agenda items in any order within the time frame indicated, and may set over matters to a later time when necessary. The Board reserves the right to change the order of items on the agenda, except for matters set for a specific time.

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**1:00 P.M.**

- I. Call to Order (Chairman)
  - a. Introduction of Tara Brunetti, Deputy Director for Manufactured Housing Division
- II. Roll Call (Secretary)
- III. Annual Selection of Board Chairman from Current Membership (Chairman)
- IV. Review and Action on Abbreviated Minutes of October 17, 2018 meeting
- V. Departmental Information – discussion only – *Standing Item*

Topics for this meeting:

- a. Update on restructuring of the Manufactured Housing Division
    - 1. Administrative Assistant – Amanda Duncan
    - 2. Complaints Manager – Esperanza Padilla
    - 3. Compliance Administrator to oversee licensing, dealer sales audits, investigations and complaints – Donna Grant promoted.
  - b. Collaborative Meeting with Installers – November, 2018
  - c. Update on IT projects for manufactured housing
- VI. Call to the Public

Public Comments Those wishing to address the Board need not request permission in advance; however, they must complete a form available at <https://housing.az.gov/manufactured-housing/board-manufactured-housing> or at the meeting. Each person addressing the Board will be limited to five minutes on any one issue. Pursuant to A.R.S. § 38-431.02(H), the Board may only take action on matters listed on the agenda. Action taken as a result of public comments will be limited to directing staff to study the matter or scheduling the matter for further consideration and decision at a later date.

- VII. Intergovernmental Agreement Report – review, discussion, and possible action. – *Standing Item*
- VIII. Financial Report – review, discussion, and possible action. – *Standing Item*
- IX. Rules – review, discussion, and possible action.
- X. Recovery Fund – review, discussion, and possible action – *Standing Item*
  - a. Recovery Fund Summary: Credits, debits, balance
- XI. Announcements of future meeting dates and other information concerning the Board.
- XII. Adjournment

DRAFT

# **October 17, 2018**

## **ABBREVIATED**

## **MINUTES**



# DRAFT

## ARIZONA BOARD OF MANUFACTURED HOUSING

### ABBREVIATED MINUTES

#### October 17, 2018 BOARD MEETING

#### CALL TO ORDER

Chairman Baird called the meeting to order at 1:00 pm.

#### ROLL CALL

Board Members present: Chairman Sam Baird, Richard Boles, Jan Doughty, Terry Gleeson, Everette Hoyle, Gregory Johnloz, Wayne Syrek, David Roe Absent: Cody Pearce

Arizona Department of Housing (“Department”) Staff: Director Carol Ditmore (Ditmore); Assistant Deputy Director, Debra Blake (Blake); Assistant Deputy Director, Reginald Givens (Givens); Assistant Attorney General Valerie Marciano; and Board Secretary, Ayde Sanchez.

Public Present: Ken Anderson (“Anderson”), Manufactured Housing Industry of Arizona (MHIAZ); Norman Ball, Cavco Industries

#### APPROVAL OF May 2, 2018 BOARD MINUTES

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

#### DEPARTMENTAL INFORMATION

Department provided an overview of the following highlights:

Ditmore provided a recap of the 2018 Arizona Housing Forum that took place in Tucson, on August 22<sup>nd</sup> -24<sup>th</sup>. Forum was a success and Manufactured Housing Industry was very pleased to have been able to attend and collaborate. Ditmore extended an invitation to the Board members to attend the “Changing our Thinking about Manufactured Housing in our Community” conference that scheduled to take place on Friday, November 9, 2018 at ASU Sky Song

Blake announced her retirement. Her last day with the Department is December 14, 2018. Chairman Baird thanked Blake for her years of service and being a very valuable asset to the Manufactured Housing Industry.

Blake informed Board members that at this time the Department does not intend to hire an Installation Inspector to replace Lon Clifton after his retirement for the Northern Arizona area. Installation Inspectors are currently performing Skype inspections and scheduling inspections at least twice a week in that area.

Collaborative meeting with the Installers and the Department took place on October 5, 2018. Various topics were discussed and a follow up meeting is scheduled to take place in November 2018.

Blake provided an update on the Manufactured Housing Consensus Committee Meeting that took place in September.

### **CALL TO PUBLIC**

No comments made.

### **FINANCIAL REPORT**

Blake presented the monthly financial reports for March through August 2018, and Relocation Fund Summary as of the end of August 1, 2018.

**Action Item:** Review Educational Fund total balance available for 2018 fiscal year. Provide update at next scheduled Board Meeting.

### **RULES**

The Board was tasked to review the following Rules – R4-34-204 (classes of Installer licenses), 501 (license fees) and 502 (license bond amounts).

Board members discussed the three license classes and reviewed the scopes within each class. Johnloz introduced a motion not make any changes to the license scopes; motion seconded by Board member Gleeson; and the Board voted unanimously to accept.

Board members discussed its statutory responsibility to set fees annually, which it did at its April 2018 meeting. Johnloz introduced a motion to review fees at its April 2019 meeting and make no changes at this time; motion seconded by Board member Hoyle; and the Board voted unanimously to accept.

Board members discussed license bonds amounts. Johnloz entertained a motion to make no changes at this time; motion seconded by Board member Gleeson; and the Board voted unanimously to accept.

### **NEXT BOARD MEETING DATE**

Wednesday, January 16, 2019.

### **ADJOURNMENT**

Chairman Baird thanked the Board members for their attendance. The meeting adjourned at 2:25 p.m.



# DEPARTMENT INFORMATION



GOVERNOR DOUGLAS A. DUCEY

# STATE OF ARIZONA

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# PROCLAMATION

**WHEREAS**, 1,115 businesses licensed by the Arizona Department of Housing directly support the Manufactured Housing Industry in Arizona; and

**WHEREAS**, the Manufactured Housing Industry sells over 1,800 new homes per year to Arizona families; and

**WHEREAS**, four Arizona-licensed manufacturers built 2,656 new homes in fiscal year 2018 under state of the art conditions, using the latest technology and design innovations; and

**WHEREAS**, the Manufactured Housing Industry has provided affordable homes that are safe, comfortable, durable, and built with quality for approximately 366,000 households in Arizona; and

**WHEREAS**, the Arizona Department of Housing regulates the Manufactured Housing Industry, ensuring that homes are built to National Building Code Standards and providing consumer protections for Arizonans living in such homes.

**NOW, THEREFORE, I**, Doug Ducey, Governor of the State of Arizona, do hereby proclaim January 2019 as

## MANUFACTURED HOUSING MONTH



IN WITNESS WHEREOF, I have hereunto set my hand and caused to be affixed the Great Seal of the State of Arizona

*Douglas A. Ducey*

GOVERNOR

DONE at the Capitol in Phoenix on this nineteenth day of December in the year Two Thousand and Eighteen and of the Independence of the United States of America the Two Hundred and Forty-Third.

ATTEST:

*Michelle Reagan*

SECRETARY OF STATE

# **MONTHLY FINANCIAL REPORTS**



- **September 2018**
- **October 2018**
- **November 2018**

# ARIZONA DEPARTMENT OF HOUSING MONTHLY SUMMARY REPORT

SEPTEMBER 2018

	SEPTEMBER Reviews Completed	YTD	Prior YTD	Current Total Fees Generated	YTD	Prior YTD
ENG. REPORT - FBB	52	144	149	\$8,601.00	\$24,879.00	\$23,840.00
ENG. REPORT - MH	12	27	28	\$1,050.00	\$4,444.00	\$4,500.00
PERMIT REPORT:	SEPTEMBER Permits Issued	YTD	Prior YTD	Current Total Fees Generated	YTD Fees Generated	Prior YTD Fees Generated
M/H	92	369	283	\$33,120.00	\$133,137.00	\$115,073.00
FBB	13	54	64	\$6,300.00	\$30,060.00	\$36,711.00
INSPECTIONS REPORT:	SEPTEMBER Plant Inspections	Current Total of Inspections	Current Total of Violations Sited	Prior YTD Total Violations	**Current Total Fees Generated	YTD Total Fees Generated
M/H	14	42	16	28	\$408.00	\$ 1,734.00
FBB	1	9	1	6	\$0.00	\$ 102.00
CERTIFICATE REPORT (INSIGNIA) :	SEPTEMBER Insignias Issued	YTD	Prior YTD	Current Total Fees Generated	YTD	Prior YTD
INSTALLATION	185	1028	1271	\$1,850.00	\$10,280.00	\$12,710.00
FBB MANUFACTURER	82	100	56	\$4,182.00	\$5,100.00	\$2,856.00
LICENSING REPORT:	SEPTEMBER New Licenses Issued	YTD	Current Total Licensees	Prior Year Total Licensees	Current Total Fees Generated	YTD
MANUFACTURERS	2	3	75	72	\$1,728.00	\$2,592.00
DEALERS	0	10	262	249	\$0.00	\$5,392.00
SALES PERSONS	18	59	715	670	\$3,708.00	\$12,154.00
INSTALLERS	1	3	93	90	\$741.00	\$2,223.00

RENEWAL LICENSING REPORT: includes late renewals	SEPTEMBER Renewal Licenses Issued	YTD	Current Total Fees Generated	YTD
MANUFACTURERS	7	18	\$972.00	\$8,563.00
DEALERS	20	48	\$5,476.00	\$14,517.50
SALES PERSONS	45	120	\$5,098.50	\$13,647.50
INSTALLERS	2	13	\$486.00	\$3,986.50

	SEPTEMBER OMH FEES	YTD REVENUE	PRIOR YTD REVENUE	CURRENT EXPENDITURES	YTD EXPENDITURES	PRIOR YTD EXPENDITURES	ESTIMATED ANNUAL REVENUE	ESTIMATED ANNUAL EXPENDITURES
EXPENSE & REVENUE REPORT:	\$73,720.50	\$272,811.50	\$266,614.53	\$92,903.49	\$322,012.42	\$143,339.81	\$1,091,246.00	\$1,288,049.68
Consumer Recovery Fund	Monthly Deposit	Monthly Claims Paid	Monthly Interest Earned	Fund Balance				
	\$ 6,382.00	\$ -	\$ 913.25	\$ 686,552.27				

Educational Grants	Education Fund Balance Forward from prior FY	75% of Prior Year's Recovery Fund Interest	Education Fund Balance	Checks Issued for Grants	REC FUND Balance	Amount Available for Grants		Educational Grants	Prior Year Interest
FY 07	NA	NA	NA	NA	\$ 939,154.13	\$ 2,550.00		FY 07	NA
FY 08	\$ 2,550.00	\$ 11,759.25	\$ 14,309.25	\$ 13,000.00	\$ 14,396.87	\$ 1,309.25		FY 08	\$ 15,679.00
FY 09	\$ 1,309.25	\$ 11,129.25	\$ 12,438.50	\$ 5,000.00	\$ 21,191.87	\$ 7,438.50		FY 09	\$ 14,839.00
FY 10	\$ 7,438.50	\$ 13,735.50	\$ 21,174.00	\$ 0	\$ 52,381.62	\$ 21,174.00		FY 10	\$ 18,314.00
FY 11	\$ 21,174.00	\$ 242,924.25	\$ 264,098.25	\$ 0	\$ 46,320.63	\$ 46,320.63		FY 11	\$ 323,899.00
FY 12	\$ 264,098.25	\$ 2,780.40	\$ 266,878.65	\$ 0	\$ 142,998.62	\$ 50,000.00		FY 12	\$ 3,707.20
FY 13	\$ 266,878.65	\$ 4,114.28	\$ 270,992.93	\$ 0	\$ 153,654.09	\$ 50,000.00		FY 13	\$ 5,485.70
FY 14	\$ 270,992.93	\$ 3,752.71	\$ 274,745.64	\$ 0	\$ 248,636.20	\$ 50,000.00		FY 14	\$ 5,003.61
FY 15	\$ 274,745.64	\$ 3,783.92	\$ 278,529.56	\$ 0	\$ 363,368.48	\$ 50,000.00		FY 15	\$ 5,045.22
FY 16	\$ 278,529.56	\$ 5,473.50	\$ 284,003.06	\$ 5,775.00	\$ 456,321.26	\$ 44,225.00		FY 16	\$ 7,298.00
FY 17	\$ 278,228.06	\$ 3,199.32	\$ 281,427.38	\$ 5,157.00	\$ 562,819.12	\$ 39,068.00		FY 17	\$ 4,265.76
FY 18	\$ 562,819.12	\$ 5,544.81	\$ 568,363.93	\$ 3,199.32	\$ 667,440.97	\$ 2,345.49		FY 18	\$ 7,393.08

NOTE:  
\$323,899.00 includes  
\$315,911.00 that was  
transferred over from  
the Cash Bond Fund for  
all prior years' interest



## SEPTEMBER 2018

PRODUCTION REPORT:	Single	Double	Triple	Quad	Five	Inspection Visits	Violations Cited
Number of Homes Labeled	59	172	0	0	0	14	16

PRODUCTION TREND:	2018	2017	2016	2015	2014	2013	2012	2011	2010	2009	2008	2007	2006
January	192	221	173	162	142	92	112	99	81	126	286	374	723
February	215	220	178	148	127	84	111	80	87	112	281	349	739
March	268	236	201	160	120	98	115	107	106	119	290	389	825
April	224	197	210	193	151	149	117	86	99	108	321	354	595
May	250	219	218	181	161	156	135	108	108	116	304	400	740
June	256	242	244	189	146	159	130	123	126	124	254	419	762
July	195	177	153	196	147	141	109	78	117	102	243	334	486
August	267	260	215	171	182	143	140	110	108	118	275	397	663
September	231	225	220	168	148	140	99	90	123	135	247	308	490
October		247	196	185	175	181	145	90	90	146	251	342	522
November		223	206	164	135	148	83	110	92	119	184	312	463
December		189	212	150	124	129	111	115	88	100	147	241	377
YTD TOTAL	2098	2656	2426	2067	1758	1620	1407	1196	1225	1425	3083	4219	7385

AUDITS:	With Violations	With Out Violations	Unlicensed Activity Investigations
Trust Account Audits	10	3	1
COMPLAINTS:	Current	YTD	Prior
New Received	3	4	12
Closed/Reopened	N/A	N/A	2
Closed for the Month	N/A	N/A	16

Certificates (Insignias) Reported As Affixed	INSTALLATION MBL/MFG FBB 2018	INSTALLATION MBL/MFG FBB 2017	INSTALLATION MBL/MFG FBB 2016	INSTALLATION MBL/MFG FBB 2015		FBB Manufacturer 2018	FBB Manufacturer 2017	FBB Manufacturer 2016	FBB Manufacturer 2015
January	338	259	282	266		7	19	90	35
February	309	209	276	266		20	24	39	17
March	256	261	288	272		18	23	76	20
April	373	276	294	290		23	19	26	44
May	339	294	262	268		33	30	49	34
June	321	291	290	244		19	19	19	21
July	398	327	345	332		42	19	17	20
August	308	320	313	326		12	12	18	6
September	297	325	342	284		26	20	15	49
October		316	336	325			20	3	60
November		389	296	328			35	15	96
December		307	265	295			9	22	13
YTD TOTAL	2939	3574	3589	3496		200	249	389	415

Routing:				
(ALL)	(Dealer)	(Manufacturer)	(Installer)	(Address Change QP)
<input type="checkbox"/> Director	<input type="checkbox"/> Inspection	<input type="checkbox"/> Plan Check	<input type="checkbox"/> Installer	<input type="checkbox"/> Legal
<input type="checkbox"/> AD OA	<input type="checkbox"/> MVD	<input type="checkbox"/> Insignia	<input type="checkbox"/> Insignia	
<input type="checkbox"/> AD OMH	<input type="checkbox"/> Dept. of Revenue		<input type="checkbox"/> All locations	
<input type="checkbox"/> Investigations	<input type="checkbox"/> Bullhead Tucson			
<input type="checkbox"/> Accounting				

**License Number:** 8780 **Class:** I-10G Master Installer of Manufactured Homes, Mobile Homes or  
**Date:** 9/10/2018 **Renew Month:** SEP **Renew Day:** 09 **IO:** IN STATE

**Status:** VALID **Action Type:** NEW LICENSE **Action Date:** 8 3:08:52 PM

**Action Comment:**

**Action Start:** **Action End:** **Credits:** 0

**Company Name:** Maria D. Ramirez Blanco  
dba Willy's Construction

**Reference:**

**Phone:** 480-645-0191 **FAX:**

**Address:** 6840 W. Fremont Rd.

**City:** Laveen

**State:** AZ **Zip:** 85339

**County:** MARICOPA

**Address 2:** P.O. Box 219

**City 2:** Laveen

**State 2:** AZ **Zip 2:** 85339

**County 2:** H MARICOPA

**Corporation:** Individual

**Fee:** \$370.00

**Qualifying Party:**

**Last Name:** Ramirez Blanco

**Phone:** 480-645-0191

**First Name:** Maria

**Middle Name:** D

**FAX:**

**Bond Status:** VALID

**Bond:** LSM1147473

**Bond Surety:**

**Bond Amount:** \$5,000.00

**Comments**

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License issued 9/10/18(dg). New phone number and mailing address eff. 11/27/18(dg).

Routing:				
(ALL)	(Dealer)	(Manufacturer)	(Installer)	(Address Change QP)
____ Director	____ Inspection	____ Plan Check	____ Installer	____ Legal
____ AD OA	____ MVD	____ Insignia	____ Insignia	
____ AD OMH	____ Dept. of Revenue		____ All locations	
____ Investigations	____ Bullhead Tucson			
____ Accounting				

**License Number:** 8781      **Class:** M-9A      Manufacturer of Factory-Built Building  
**Date:** 9/19/2018      **Renew Month:** SEP      **Renew Day:** 18      **IO:** OUT OF STATE

**Status:** VALID      **Action Type** NEW LICENSE      **Action Date:** 8 8:36:14 AM

**Action Comment:**

**Action Start:**      **Action End:**

**Company Name:** The Fitts Company Inc.

**Reference:**

**Phone:** 803-356-5947      **FAX:**

**Address:** 55 Sirens Lane

**City:** Gaston

**State:** SC      **Zip:** 29053

**County:** OUT-OF-STATE

**Address 2:** 55 Sirens Lane

**City 2:** Gaston

**State 2:** SC      **Zip 2:** 29053

**County 2:** 0 OUT-OF-STATE

**Corporation:** Corporation

**Fee:** \$432.00

**Qualifying Party:**

**Last Name:** Fitts Sr.

**Phone:** 803-356-5947

**First Name:** Steven

**Middle Name:** R

**FAX:**

**Bond Status:** VALID

**Bond:** 106952259

**Bond Surety:** Travelers Casualty and Surety Company of America

**Bond Amount:** \$10,000.00

## Comments

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License issued 9/19/18(dg).

Routing:				
(ALL)	(Dealer)	(Manufacturer)	(Installer)	(Address Change QP)
<input type="checkbox"/> Director	<input type="checkbox"/> Inspection	<input type="checkbox"/> Plan Check	<input type="checkbox"/> Installer	<input type="checkbox"/> Legal
<input type="checkbox"/> AD OA	<input type="checkbox"/> MVD	<input type="checkbox"/> Insignia	<input type="checkbox"/> Insignia	
<input type="checkbox"/> AD OMH	<input type="checkbox"/> Dept. of Revenue		<input type="checkbox"/> All locations	
<input type="checkbox"/> Investigations	<input type="checkbox"/> Bullhead Tucson			
<input type="checkbox"/> Accounting				

**License Number:** 8782 **Class:** M-9A Manufacturer of Factory-Built Building  
**Date:** 9/20/2018 **Renew Month:** SEP **Renew Day:** 19 **IO:** OUT OF STATE

**Status:** VALID **Action Type:** NEW LICENSE **Action Date:** 9/20/2018 12:58:09 PM

**Action Comment:**

**Action Start:** **Action End:**

**Company Name:** AZZ Enclosure Systems - Chattanooga LLC

**Reference:**

**Phone:** 423-894-9268 **FAX:**

**Address:** 1919 W. Polymer Dr.

**City:** Chattanooga

**State:** TN **Zip:** 37421

**County:** OUT-OF-STATE

**Address 2:** 1919 W. Polymer Dr.

**City 2:** Chattanooga

**State 2:** TN **Zip 2:** 37421

**County 2:** 0 OUT-OF-STATE

**Corporation:** LLC

**Fee:** \$432.00

**Qualifying Party:**

**Last Name:** Chong

**Phone:** 423-894-9268

**First Name:** Sheldon

**Middle Name:** D

**FAX:**

**Bond Status:** VALID

**Bond:** 106956495

**Bond Surety:** Travelers Casualty and Surety Company of America

**Bond Amount:** \$10,000.00

## Comments

License issued 9/20/18(dg).



# ARIZONA DEPARTMENT OF HOUSING MONTHLY SUMMARY REPORT

OCTOBER 2018

	OCTOBER Reviews Completed	YTD	Prior YTD	Current Total Fees Generated	YTD	Prior YTD
ENG. REPORT - FBB	27	171	182	\$11,375.00	\$36,254.00	\$32,354.00
ENG. REPORT - MH	7	34	37	\$3,850.00	\$8,294.00	\$6,300.00
PERMIT REPORT:	OCTOBER Permits Issued	YTD	Prior YTD	Current Total Fees Generated	YTD Fees Generated	Prior YTD Fees Generated
M/H	127	496	369	\$45,720.00	\$178,857.00	\$154,547.00
FBB	33	87	93	\$10,440.00	\$40,500.00	\$46,022.40
INSPECTIONS REPORT:	OCTOBER Plant Inspections	Current Total of Inspections	Current Total of Violations Sited	Prior YTD Total Violations	**Current Total Fees Generated	YTD Total Fees Generated
M/H	17	59	22	62	\$739.50	\$ 2,473.50
FBB	3	12	1	6	\$102.00	\$ 204.00
CERTIFICATE REPORT (INSIGNIA) :	OCTOBER Insignias Issued	YTD	Prior YTD	Current Total Fees Generated	YTD	Prior YTD
INSTALLATION	520	1548	1660	\$5,200.00	\$15,480.00	\$16,600.00
FBB MANUFACTURER	24	124	100	\$1,224.00	\$6,324.00	\$5,100.00
LICENSING REPORT:	OCTOBER New Licenses Issued	YTD	Current Total Licensees	Prior Year Total Licensees	Current Total Fees Generated	YTD
MANUFACTURERS	0	3	74	74	\$0.00	\$2,592.00
DEALERS	3	13	265	253	\$1,996.00	\$7,388.00
SALES PERSONS	17	76	709	670	\$3,502.00	\$15,656.00
INSTALLERS	2	5	96	90	\$1,482.00	\$3,705.00

RENEWAL LICENSING REPORT: includes late renewals	OCTOBER Renewal Licenses Issued	YTD	Current Total Fees Generated	YTD
MANUFACTURERS	9	27	\$4,243.00	\$12,806.00
DEALERS	24	72	\$8,693.50	\$23,211.00
SALES PERSONS	31	151	\$3,502.00	\$17,149.50
INSTALLERS	10	23	\$3,230.50	\$7,217.00

	OCTOBER OMH FEES	YTD REVENUE	PRIOR YTD REVENUE	CURRENT EXPENDITURES	YTD EXPENDITURES	PRIOR YTD EXPENDITURES	ESTIMATED ANNUAL REVENUE	ESTIMATED ANNUAL EXPENDITURES
EXPENSE & REVENUE REPORT:	\$105,299.50	\$378,111.00	\$358,817.42	\$161,917.16	\$483,929.58	\$251,824.65	\$1,134,333.00	\$1,451,788.74
Consumer Recovery Fund	Monthly Deposit	Monthly Claims Paid	Monthly Interest Earned	Fund Balance				
	\$ 2,621.54	\$ -	\$ 948.85	\$ 697,573.81				

Educational Grants	Education Fund Balance Forward from prior FY	75% of Prior Year's Recovery Fund Interest	Education Fund Balance	Checks Issued for Grants	REC FUND Balance	Amount Available for Grants		Educational Grants	Prior Year Interest
FY 07	NA	NA	NA	NA	\$ 939,154.13	\$ 2,550.00		FY 07	NA
FY 08	\$ 2,550.00	\$ 11,759.25	\$ 14,309.25	\$ 13,000.00	\$ 14,396.87	\$ 1,309.25		FY 08	\$ 15,679.00
FY 09	\$ 1,309.25	\$ 11,129.25	\$ 12,438.50	\$ 5,000.00	\$ 21,191.87	\$ 7,438.50		FY 09	\$ 14,839.00
FY 10	\$ 7,438.50	\$ 13,735.50	\$ 21,174.00	\$ 0	\$ 52,381.62	\$ 21,174.00		FY 10	\$ 18,314.00
FY 11	\$ 21,174.00	\$ 242,924.25	\$ 264,098.25	\$ 0	\$ 46,320.63	\$ 46,320.63		FY 11	\$ 323,899.00
FY 12	\$ 264,098.25	\$ 2,780.40	\$ 266,878.65	\$ 0	\$ 142,998.62	\$ 50,000.00		FY 12	\$ 3,707.20
FY 13	\$ 266,878.65	\$ 4,114.28	\$ 270,992.93	\$ 0	\$ 153,654.09	\$ 50,000.00		FY 13	\$ 5,485.70
FY 14	\$ 270,992.93	\$ 3,752.71	\$ 274,745.64	\$ 0	\$ 248,636.20	\$ 50,000.00		FY 14	\$ 5,003.61
FY 15	\$ 274,745.64	\$ 3,783.92	\$ 278,529.56	\$ 0	\$ 363,368.48	\$ 50,000.00		FY 15	\$ 5,045.22
FY 16	\$ 278,529.56	\$ 5,473.50	\$ 284,003.06	\$ 5,775.00	\$ 456,321.26	\$ 44,225.00		FY 16	\$ 7,298.00
FY 17	\$ 278,228.06	\$ 3,199.32	\$ 281,427.38	\$ 5,157.00	\$ 562,819.12	\$ 39,068.00		FY 17	\$ 4,265.76
FY 18	\$ 562,819.12	\$ 5,544.81	\$ 568,363.93	\$ 3,199.32	\$ 667,440.97	\$ 2,345.49		FY 18	\$ 7,393.08

NOTE:  
\$323,899.00 includes  
\$315,911.00 that was  
transferred over from  
the Cash Bond Fund for  
all prior years' interest

OCTOBER 2018							
PRODUCTION REPORT:	Single	Double	Triple	Quad	Five	Inspection Visits	Violations Cited
Number of Homes Labeled	57	197	0	0	0	17	22

PRODUCTION TREND:	2018	2017	2016	2015	2014	2013	2012	2011	2010	2009	2008	2007	2006
January	192	221	173	162	142	92	112	99	81	126	286	374	723
February	215	220	178	148	127	84	111	80	87	112	281	349	739
March	268	236	201	160	120	98	115	107	106	119	290	389	825
April	224	197	210	193	151	149	117	86	99	108	321	354	595
May	250	219	218	181	161	156	135	108	108	116	304	400	740
June	256	242	244	189	146	159	130	123	126	124	254	419	762
July	195	177	153	196	147	141	109	78	117	102	243	334	486
August	267	260	215	171	182	143	140	110	108	118	275	397	663
September	231	225	220	168	148	140	99	90	123	135	247	308	490
October	254	247	196	185	175	181	145	90	90	146	251	342	522
November		223	206	164	135	148	83	110	92	119	184	312	463
December		189	212	150	124	129	111	115	88	100	147	241	377
YTD TOTAL	2352	2656	2426	2067	1758	1620	1407	1196	1225	1425	3083	4219	7385

AUDITS:	With Violations	With Out Violations	Unlicensed Activity Investigations
Trust Account Audits	9	4	0
COMPLAINTS:	Current	YTD	Prior
New Received	2	6	17
Closed/Reopened	N/A	N/A	3
Closed for the Month	N/A	N/A	24

Certificates (Insignias) Reported As Affixed	INSTALLATION MBL/MFG FBB 2018	INSTALLATION MBL/MFG FBB 2017	INSTALLATION MBL/MFG FBB 2016	INSTALLATION MBL/MFG FBB 2015		FBB Manufacturer 2018	FBB Manufacturer 2017	FBB Manufacturer 2016	FBB Manufacturer 2015
January	338	259	282	266		7	19	90	35
February	309	209	276	266		20	24	39	17
March	256	261	288	272		18	23	76	20
April	373	276	294	290		23	19	26	44
May	339	294	262	268		33	30	49	34
June	321	291	290	244		19	19	19	21
July	398	327	345	332		42	19	17	20
August	308	320	313	326		12	12	18	6
September	297	325	342	284		26	20	15	49
October	277	316	336	325		24	20	3	60
November		389	296	328			35	15	96
December		307	265	295			9	22	13
YTD TOTAL	3216	3574	3589	3496		224	249	389	415

Routing:				
(ALL)	(Dealer)	(Manufacturer)	(Installer)	(Address Change QP)
<input type="checkbox"/> Director	<input type="checkbox"/> Inspection	<input type="checkbox"/> Plan Check	<input type="checkbox"/> Installer	<input type="checkbox"/> Legal
<input type="checkbox"/> AD OA	<input type="checkbox"/> MVD	<input type="checkbox"/> Insignia	<input type="checkbox"/> Insignia	
<input type="checkbox"/> AD OMH	<input type="checkbox"/> Dept. of Revenue		<input type="checkbox"/> All locations	
<input type="checkbox"/> Investigations	<input type="checkbox"/> Bullhead Tucson			
<input type="checkbox"/> Accounting				

**License Number:** 8783 **Class:** I-10G Master Installer of Manufactured Homes, Mobile Homes or  
**Date:** 10/3/2018 **Renew Month:** OCT **Renew Day:** 02 **IO:** IN STATE

**Status:** VALID **Action Type:** NEW LICENSE **Action Date:** 8 8:30:43 AM

**Action Comment:**

**Action Start:** **Action End:** **Credits:** 0

**Company Name:** Ron Trinka M/H Setup and Service

**Reference:**

**Phone:** 623-853-2525 **FAX:**

**Address:** 19223 W. McDowell Rd.

**City:** Buckeye

**State:** AZ **Zip:** 85396

**County:** MARICOPA

**Address 2:** 19223 W. McDowell Rd.

**City 2:** Buckeye

**State 2:** AZ **Zip 2:** 85396

**County 2:** H MARICOPA

**Corporation:** Individual

**Fee:** \$370.00

**Qualifying Party:**

**Last Name:** Trink

**Phone:** 623-853-2525

**First Name:** Ronald

**Middle Name:** D

**FAX:**

**Bond Status:** VALID

**Bond:** 57BSBHZ1562

**Bond Surety:** Hartford Fire Insurance Company

**Bond Amount:** \$5,000.00

**Comments**

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License issued 10/3/18(dg).

Routing:				
(ALL)	(Dealer)	(Manufacturer)	(Installer)	(Address Change QP)
<input type="checkbox"/> Director	<input type="checkbox"/> Inspection	<input type="checkbox"/> Plan Check	<input type="checkbox"/> Installer	<input type="checkbox"/> Legal
<input type="checkbox"/> AD OA	<input type="checkbox"/> MVD	<input type="checkbox"/> Insignia	<input type="checkbox"/> Insignia	
<input type="checkbox"/> AD OMH	<input type="checkbox"/> Dept. of Revenue		<input type="checkbox"/> All locations	
<input type="checkbox"/> Investigations	<input type="checkbox"/> Bullhead Tucson			
<input type="checkbox"/> Accounting				

**License Number:** 8784 **Class:** I-10G Master Installer of Manufactured Homes, Mobile Homes or  
**Date:** 10/17/2018 **Renew Month:** OCT **Renew Day:** 16 **IO:** IN STATE

**Status:** VALID **Action Type:** NEW LICENSE **Action Date:** 10:02:21 AM

**Action Comment:**

**Action Start:** **Action End:** **Credits:** 0

**Company Name:** Copperstate Services

**Reference:**

**Phone:** 928-681-7125 **FAX:**

**Address:** 4395 N. Charles Dr.

**City:** Kingman

**State:** AZ **Zip:** 86409

**County:** MOHAVE

**Address 2:** 4395 N. Charles Dr.

**City 2:** Kingman

**State 2:** AZ **Zip 2:** 86409

**County 2:** I MOHAVE

**Corporation:** Individual

**Fee:** \$370.00

**Qualifying Party:**

**Last Name:** Willson

**Phone:** 928-681-7125

**First Name:** Curtis

**Middle Name:** W

**FAX:**

**Bond Status:** VALID

**Bond:** 63821771

**Bond Surety:** Western Surety Company

**Bond Amount:** \$5,000.00

## Comments

License issued 10/17/18(dg).

Routing:				
(ALL)	(Dealer)	(Manufacturer)	(Installer)	(Address Change QP)
<input type="checkbox"/> Director	<input type="checkbox"/> Inspection	<input type="checkbox"/> Plan Check	<input type="checkbox"/> Installer	<input type="checkbox"/> Legal
<input type="checkbox"/> AD OA	<input type="checkbox"/> MVD	<input type="checkbox"/> Insignia	<input type="checkbox"/> Insignia	
<input type="checkbox"/> AD OMH	<input type="checkbox"/> Dept. of Revenue		<input type="checkbox"/> All locations	
<input type="checkbox"/> Investigations	<input type="checkbox"/> Bullhead Tucson			
<input type="checkbox"/> Accounting				

**License Number:** 8785 **Class:** D-12 Combination Dealer

**Date:** 10/22/2018 **Renew Month:** OCT **Renew Day:** 21 **IO:** IN STATE

**Status:** VALID **Action Type:** NEW LICENSE **Action Date:** 8 7:45:44 AM

**Action Comment:**

**Action Start:** **Action End:**

**Company Name:** Grand American Homes LLC

**Reference:**

**Phone:** 928-322-2761 **FAX:**

**Address:** 625 W. Main St.

**City:** Safford

**State:** AZ **Zip:** 85546

**County:** GRAHAM

**Address 2:** 625 W. Main St.

**City 2:** Safford

**State 2:** AZ **Zip 2:** 85546

**County 2:** E GRAHAM

**Corporation:** LLC

**Fee:** \$432.00

**Qualifying Party:**

**Last Name:** VanScoyk

**Phone:** 928-322-2761

**First Name:** Jonathan

**Middle Name:** D

**FAX:**

**Bond Status:** VALID

**Bond:** AZ5138352

**Bond Surety:** Merchants Bonding Company (Mutual)

**Bond Amount:** \$25,000.00

## Comments

License issued 10/22/18(dg).

Routing:				
(ALL)	(Dealer)	(Manufacturer)	(Installer)	(Address Change QP)
____ Director	____ Inspection	____ Plan Check	____ Installer	____ Legal
____ AD OA	____ MVD	____ Insignia	____ Insignia	
____ AD OMH	____ Dept. of Revenue		____ All locations	
____ Investigations	____ Bullhead Tucson			
____ Accounting				

**License Number:** 8786      **Class:** D-8      Master Dealer of Manufactured or Mobile Homes  
**Date:** 10/23/2018      **Renew Month:** OCT      **Renew Day:** 22      **IO:** IN STATE

**Status:** VALID      **Action Type** NEW LICENSE      **Action Date:** 10/23/2018 12:01:49 PM

**Action Comment:**

**Action Start:**      **Action End:**

**Company Name:** Valley Manufactured Homes LLC

**Reference:**

**Phone:** 602-314-6023      **FAX:**

**Address:** 1885 W. Dion Dr.

**City:** Anthem

**State:** AZ      **Zip:** 85086

**County:** MARICOPA

**Address 2:** 1885 W. Dion Dr.

**City 2:** Anthem

**State 2:** AZ      **Zip 2:** 85086

**County 2:** H MARICOPA

**Corporation:** LLC

**Fee:** \$283.00

**Qualifying Party:**

**Last Name:** Persinger

**Phone:** 602-314-6023

**First Name:** Robert

**Middle Name:** S

**FAX:**

**Bond Status:** VALID

**Bond:** 72051610

**Bond Surety:** Western Surety Company

**Bond Amount:** \$25,000.00

**Comments**

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License issued 10/23/18(dg).

Routing:				
(ALL)	(Dealer)	(Manufacturer)	(Installer)	(Address Change QP)
<input type="checkbox"/> Director	<input type="checkbox"/> Inspection	<input type="checkbox"/> Plan Check	<input type="checkbox"/> Installer	<input type="checkbox"/> Legal
<input type="checkbox"/> AD OA	<input type="checkbox"/> MVD	<input type="checkbox"/> Insignia	<input type="checkbox"/> Insignia	
<input type="checkbox"/> AD OMH	<input type="checkbox"/> Dept. of Revenue		<input type="checkbox"/> All locations	
<input type="checkbox"/> Investigations	<input type="checkbox"/> Bullhead Tucson			
<input type="checkbox"/> Accounting				

**License Number:** 8787      **Class:** D-8      Master Dealer of Manufactured or Mobile Homes

**Date:** 10/29/2018      **Renew Month:** OCT      **Renew Day:** 28      **IO:** IN STATE

**Status:** VALID      **Action Type:** NEW LICENSE      **Action Date:** 8 6:30:48 AM

**Action Comment:**

**Action Start:**      **Action End:**

**Company Name:** Lefebvre Homes LLC  
dba AZ Manufactured Home Specialist

**Reference:**

**Phone:** 623-695-4900      **FAX:**

**Address:** Star Route 664

**City:** Morristown

**State:** AZ      **Zip:** 85342

**County:** YAVAPAI

**Address 2:** P.O. Box 10458

**City 2:** Glendale

**State 2:** AZ      **Zip 2:** 85318

**County 2:** H MARICOPA

**Corporation:** LLC

**Fee:** \$283.00

**Qualifying Party:**

**Last Name:** Lefebvre

**Phone:** 623-695-4900

**First Name:** Amy

**Middle Name:** R

**FAX:**

**Bond Status:** VALID

**Bond:** LSM1139029

**Bond Surety:** RLI Insurance Company

**Bond Amount:** \$25,000.00

**Comments**

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License issued 10/29/18(dg).

# ARIZONA DEPARTMENT OF HOUSING MONTHLY SUMMARY REPORT

NOVEMBER 2018

	NOVEMBER Reviews Completed	YTD	Prior YTD	Current Total Fees Generated	YTD	Prior YTD
ENG. REPORT - FBB	54	225	228	\$3,775.00	\$40,029.00	\$32,354.00
ENG. REPORT - MH	20	54	44	\$2,100.00	\$10,394.00	\$6,150.00
PERMIT REPORT:	NOVEMBER Permits Issued	YTD	Prior YTD	Current Total Fees Generated	YTD Fees Generated	Prior YTD Fees Generated
M/H	92	588	481	\$33,120.00	\$211,977.00	\$205,955.00
FBB	20	107	113	\$11,283.00	\$51,783.00	\$57,393.90
INSPECTIONS REPORT:	NOVEMBER Plant Inspections	Current Total of Inspections	Current Total of Violations Sited	Prior YTD Total Violations	**Current Total Fees Generated	YTD Total Fees Generated
M/H	13	72	16	72	\$688.50	\$ 3,162.00
FBB	2	14	0	8	\$0.00	\$ 204.00
CERTIFICATE REPORT (INSIGNIA) :	NOVEMBER Insignias Issued	YTD	Prior YTD	Current Total Fees Generated	YTD	Prior YTD
INSTALLATION	598	2146	1948	\$5,980.00	\$21,460.00	\$19,480.00
FBB MANUFACTURER	15	139	131	\$765.00	\$7,089.00	\$6,681.00
LICENSING REPORT:	NOVEMBER New Licenses Issued	YTD	Current Total Licensees	Prior Year Total Licensees	Current Total Fees Generated	YTD
MANUFACTURERS	0	3	73	74	\$0.00	\$2,592.00
DEALERS	2	15	260	253	\$998.00	\$8,386.00
SALES PERSONS	14	90	702	661	\$2,884.00	\$18,540.00
INSTALLERS	1	6	94	88	\$741.00	\$4,446.00

RENEWAL LICENSING REPORT: includes late renewals	NOVEMBER Renewal Licenses Issued	YTD	Current Total Fees Generated	YTD
MANUFACTURERS	1	28	\$432.00	\$13,238.00
DEALERS	9	81	\$3,051.75	\$26,262.75
SALES PERSONS	42	193	\$4,866.75	\$22,016.25
INSTALLERS	6	29	\$1,604.00	\$8,821.00

	NOVEMBER OMH FEES	YTD REVENUE	PRIOR YTD REVENUE	CURRENT EXPENDITURES	YTD EXPENDITURES	PRIOR YTD EXPENDITURES	ESTIMATED ANNUAL REVENUE	ESTIMATED ANNUAL EXPENDITURES
EXPENSE & REVENUE REPORT:	\$72,289.00	\$450,400.00	\$450,270.06	\$78,467.54	\$562,397.12	\$344,681.73	\$1,080,960.00	\$1,349,753.09
Consumer Recovery Fund	Monthly Deposit	Monthly Claims Paid	Monthly Interest Earned	Fund Balance				
	\$ 9,320.00	\$ -	\$ 970.92	\$ 706,893.81				

Educational Grants	Education Fund Balance Forward from prior FY	75% of Prior Year's Recovery Fund Interest	Education Fund Balance	Checks Issued for Grants	REC FUND Balance	Amount Available for Grants		Educational Grants	Prior Year Interest
FY 07	NA	NA	NA	NA	\$ 939,154.13	\$ 2,550.00		FY 07	NA
FY 08	\$ 2,550.00	\$ 11,759.25	\$ 14,309.25	\$ 13,000.00	\$ 14,396.87	\$ 1,309.25		FY 08	\$ 15,679.00
FY 09	\$ 1,309.25	\$ 11,129.25	\$ 12,438.50	\$ 5,000.00	\$ 21,191.87	\$ 7,438.50		FY 09	\$ 14,839.00
FY 10	\$ 7,438.50	\$ 13,735.50	\$ 21,174.00	\$ 0	\$ 52,381.62	\$ 21,174.00		FY 10	\$ 18,314.00
FY 11	\$ 21,174.00	\$ 242,924.25	\$ 264,098.25	\$ 0	\$ 46,320.63	\$ 46,320.63		FY 11	\$ 323,899.00
FY 12	\$ 264,098.25	\$ 2,780.40	\$ 266,878.65	\$ 0	\$ 142,998.62	\$ 50,000.00		FY 12	\$ 3,707.20
FY 13	\$ 266,878.65	\$ 4,114.28	\$ 270,992.93	\$ 0	\$ 153,654.09	\$ 50,000.00		FY 13	\$ 5,485.70
FY 14	\$ 270,992.93	\$ 3,752.71	\$ 274,745.64	\$ 0	\$ 248,636.20	\$ 50,000.00		FY 14	\$ 5,003.61
FY 15	\$ 274,745.64	\$ 3,783.92	\$ 278,529.56	\$ 0	\$ 363,368.48	\$ 50,000.00		FY 15	\$ 5,045.22
FY 16	\$ 278,529.56	\$ 5,473.50	\$ 284,003.06	\$ 5,775.00	\$ 456,321.26	\$ 44,225.00		FY 16	\$ 7,298.00
FY 17	\$ 278,228.06	\$ 3,199.32	\$ 281,427.38	\$ 5,157.00	\$ 562,819.12	\$ 39,068.00		FY 17	\$ 4,265.76
FY 18	\$ 562,819.12	\$ 5,544.81	\$ 568,363.93	\$ 3,199.32	\$ 667,440.97	\$ 2,345.49		FY 18	\$ 7,393.08

NOTE:  
\$323,899.00 includes  
\$315,911.00 that was  
transferred over from  
the Cash Bond Fund for  
all prior years' interest



## NOVEMBER 2018

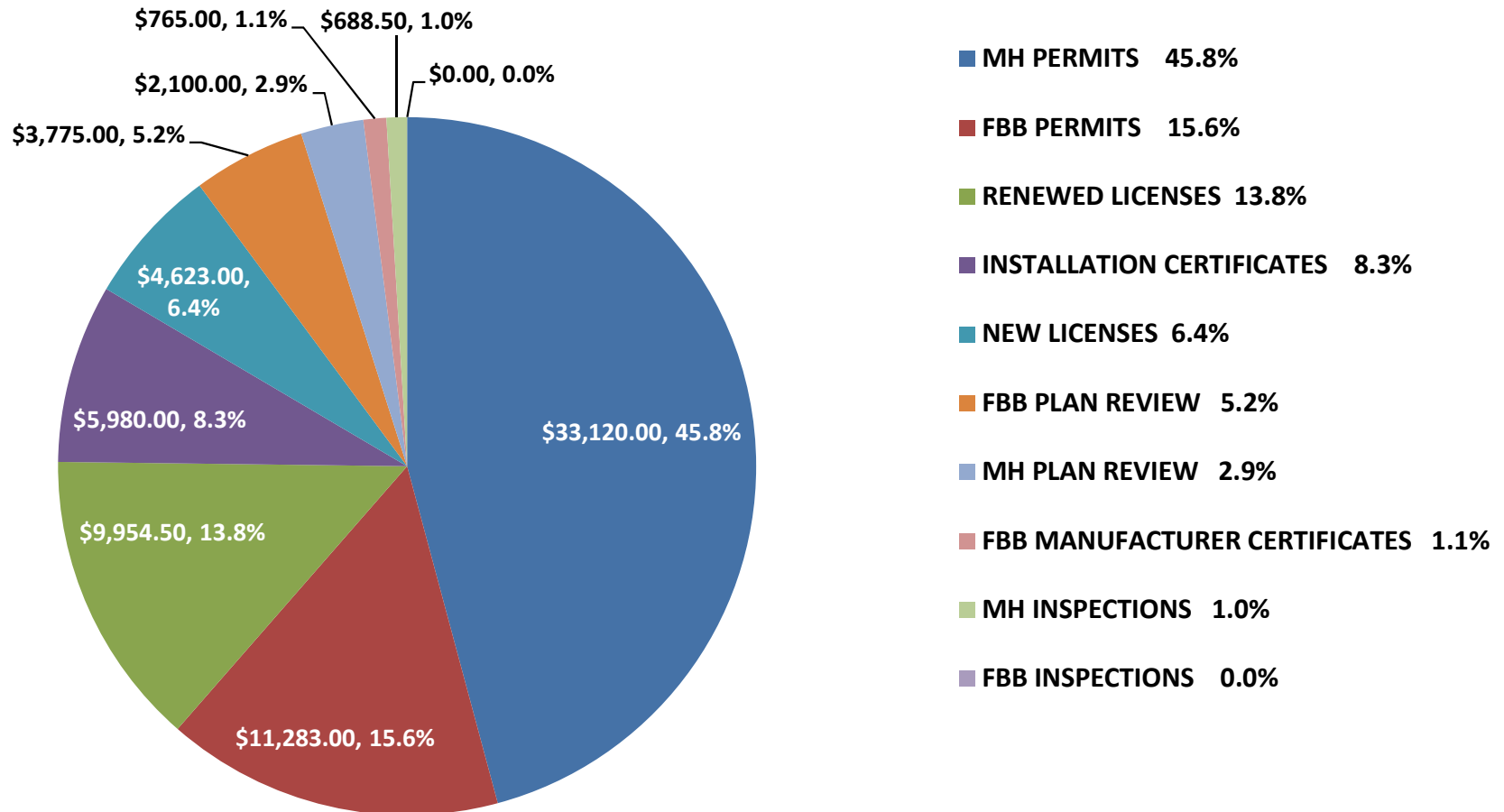
PRODUCTION REPORT:	Single	Double	Triple	Quad	Five	Inspection Visits	Violations Cited
Number of Homes Labeled	66	182	4	0	0	13	16

PRODUCTION TREND:	2018	2017	2016	2015	2014	2013	2012	2011	2010	2009	2008	2007	2006
January	192	221	173	162	142	92	112	99	81	126	286	374	723
February	215	220	178	148	127	84	111	80	87	112	281	349	739
March	268	236	201	160	120	98	115	107	106	119	290	389	825
April	224	197	210	193	151	149	117	86	99	108	321	354	595
May	250	219	218	181	161	156	135	108	108	116	304	400	740
June	256	242	244	189	146	159	130	123	126	124	254	419	762
July	195	177	153	196	147	141	109	78	117	102	243	334	486
August	267	260	215	171	182	143	140	110	108	118	275	397	663
September	231	225	220	168	148	140	99	90	123	135	247	308	490
October	254	247	196	185	175	181	145	90	90	146	251	342	522
November	252	223	206	164	135	148	83	110	92	119	184	312	463
December	189	212	150	124	129	111	115	88	100	147	241	377	
YTD TOTAL	2604	2656	2426	2067	1758	1620	1407	1196	1225	1425	3083	4219	7385

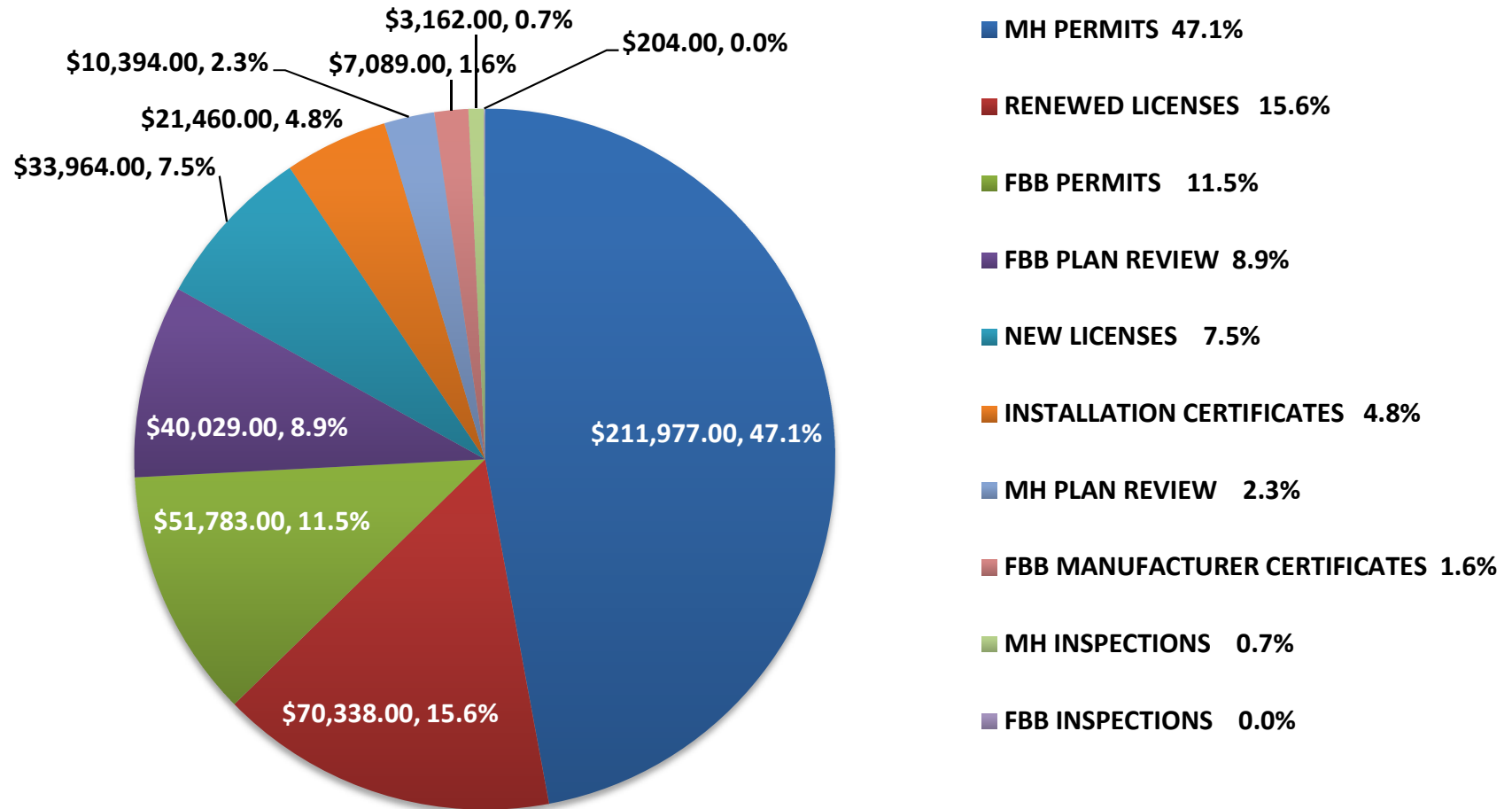
AUDITS:	With Violations	With Out Violations	Unlicensed Activity Investigations
Trust Account Audits	2	0	0
COMPLAINTS:	Current	YTD	Prior
New Received	1	6	35
Closed/Reopened	N/A	N/A	0
Closed for the Month	N/A	N/A	35

Certificates (Insignias) Reported As Affixed	INSTALLATION MBL/MFG FBB 2018	INSTALLATION MBL/MFG FBB 2017	INSTALLATION MBL/MFG FBB 2016	INSTALLATION MBL/MFG FBB 2015		FBB Manufacturer 2018	FBB Manufacturer 2017	FBB Manufacturer 2016	FBB Manufacturer 2015
January	338	259	282	266		7	19	90	35
February	309	209	276	266		20	24	39	17
March	256	261	288	272		18	23	76	20
April	373	276	294	290		23	19	26	44
May	339	294	262	268		33	30	49	34
June	321	291	290	244		19	19	19	21
July	398	327	345	332		42	19	17	20
August	308	320	313	326		12	12	18	6
September	297	325	342	284		26	20	15	49
October	277	316	336	325		24	20	3	60
November	319	389	296	328		26	35	15	96
December		307	265	295			9	22	13
YTD TOTAL	3535	3574	3589	3496		250	249	389	415

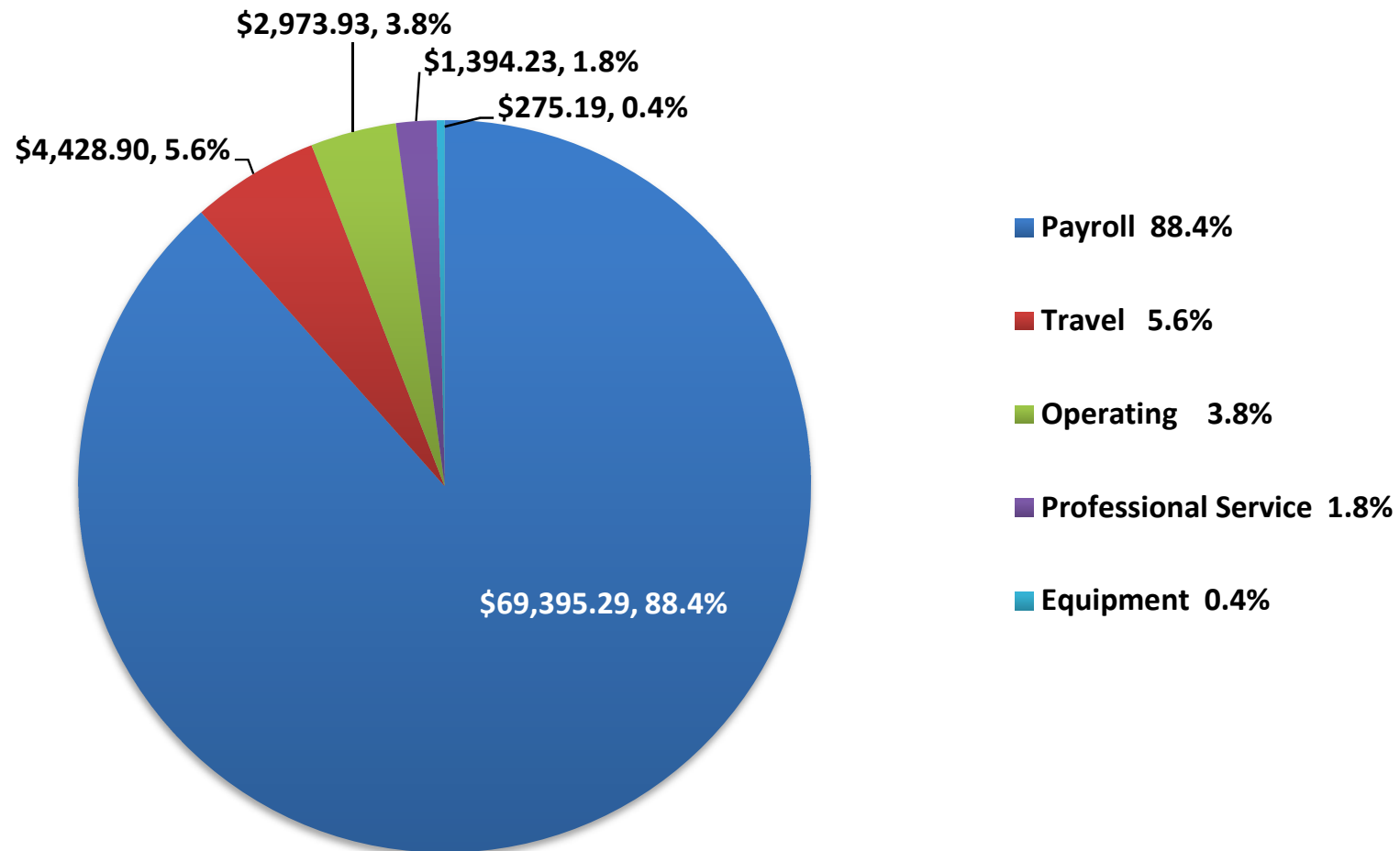
## NOVEMBER 2018 REVENUE BREAKDOWN



## FY19 YTD REVENUE BREAKDOWN as of NOVEMBER 2018



## NOVEMBER 2018 EXPENDITURE BREAKDOWN



Routing:				
(ALL)	(Dealer)	(Manufacturer)	(Installer)	(Address Change QP)
____ Director	____ Inspection	____ Plan Check	____ Installer	____ Legal
____ AD OA	____ MVD	____ Insignia	____ Insignia	
____ AD OMH	____ Dept. of Revenue		____ All locations	
____ Investigations	____ Bullhead Tucson			
____ Accounting				

**License Number:** 8788 **Class:** D-8B Brokers of Manufactured or Mobile Homes  
**Date:** 11/5/2018 **Renew Month:** NOV **Renew Day:** 04 **IO:** IN STATE

**Status:** VALID **Action Type:** NEW LICENSE **Action Date:** 8 6:35:36 AM

**Action Comment:**

**Action Start:** **Action End:**

**Company Name:** Holzman Associates

**Reference:**

**Phone:** 203-906-5254 **FAX:**

**Address:** 13 W. Mosaic Way

**City:** Green Valley

**State:** AZ **Zip:** 85614

**County:** PIMA

**Address 2:** 13 W. Mosaic Way

**City 2:** Green Valley

**State 2:** AZ **Zip 2:** 85614

**County 2:** K PIMA

**Corporation:** Individual

**Fee:** \$216.00

**Qualifying Party:**

**Last Name:** Holzman

**Phone:** 203-906-5254

**First Name:** Ronald

**Middle Name:** J

**FAX:**

**Bond Status:** EXEMPT

**Bond:**

**Bond Surety:**

**Bond Amount:** \$0.00

**Comments**

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License issued 11/5/18 (dg).

Routing:				
(ALL)	(Dealer)	(Manufacturer)	(Installer)	(Address Change QP)
<input type="checkbox"/> Director	<input type="checkbox"/> Inspection	<input type="checkbox"/> Plan Check	<input type="checkbox"/> Installer	<input type="checkbox"/> Legal
<input type="checkbox"/> AD OA	<input type="checkbox"/> MVD	<input type="checkbox"/> Insignia	<input type="checkbox"/> Insignia	
<input type="checkbox"/> AD OMH	<input type="checkbox"/> Dept. of Revenue		<input type="checkbox"/> All locations	
<input type="checkbox"/> Investigations	<input type="checkbox"/> Bullhead Tucson			
<input type="checkbox"/> Accounting				

**License Number:** 8789      **Class:** I-10G      Master Installer of Manufactured Homes, Mobile Homes or  
**Date:** 11/16/2018      **Renew Month:** NOV      **Renew Day:** 15      **IO:** IN STATE

**Status:** VALID      **Action Type** NEW LICENSE      **Action Date:** 11/16/2018 10:39:49 AM

**Action Comment:**

**Action Start:**      **Action End:**      **Credits:** 0

**Company Name:** Montoya Investments LLC  
dba Five Star Home Center

**Reference:**

**Phone:** 928-428-4930      **FAX:**

**Address:** 711 E. U.S. Highway 70

**City:** Safford

**State:** AZ      **Zip:** 85546

**County:** GRAHAM

**Address 2:** 711 E. U.S. Highway 70

**City 2:** Safford

**State 2:** AZ      **Zip 2:** 85546

**County 2:** E GRAHAM

**Corporation:** LLC

**Fee:** \$370.00

**Qualifying Party:**

**Last Name:** Cavanaugh Jr.

**Phone:** 928-428-4930

**First Name:** Mark

**Middle Name:** A.

**FAX:**

**Bond Status:** VALID

**Bond:** AZ5139610

**Bond Surety:** Merchants Bonding Company (Mutual)

**Bond Amount:** \$5,000.00

## Comments

License issued 11/16/18(dg).

Routing:				
(ALL)	(Dealer)	(Manufacturer)	(Installer)	(Address Change QP)
____ Director	____ Inspection	____ Plan Check	____ Installer	____ Legal
____ AD OA	____ MVD	____ Insignia	____ Insignia	
____ AD OMH	____ Dept. of Revenue		____ All locations	
____ Investigations	____ Bullhead Tucson			
____ Accounting				

**License Number:** 8790      **Class:** D-8      Master Dealer of Manufactured or Mobile Homes

**Date:** 11/30/2018      **Renew Month:** NOV      **Renew Day:** 29      **IO:** IN STATE

**Status:** VALID      **Action Type:** NEW LICENSE      **Action Date:** 8 6:06:08 AM

**Action Comment:**

**Action Start:**      **Action End:**

**Company Name:** CRP/CRE Homes LLC

**Reference:**

**Phone:** 727-550-7699      **FAX:**

**Address:** 3300 E. Broadway Rd.

**City:** Mesa

**State:** AZ      **Zip:** 85204

**County:** MARICOPA

**Address 2:** 17W220 22nd St., Ste. 220

**City 2:** Oakbrook Terrace

**State 2:** IL      **Zip 2:** 60181

**County 2:** 0 OUT-OF-STATE

**Corporation:** LLC

**Fee:** \$283.00

**Qualifying Party:**

**Last Name:** Lake

**Phone:** 727-550-7699

**First Name:** Kimberly

**Middle Name:** D

**FAX:**

**Bond Status:** VALID

**Bond:** 5255974

**Bond Surety:** SureTec Insurance Company

**Bond Amount:** \$25,000.00

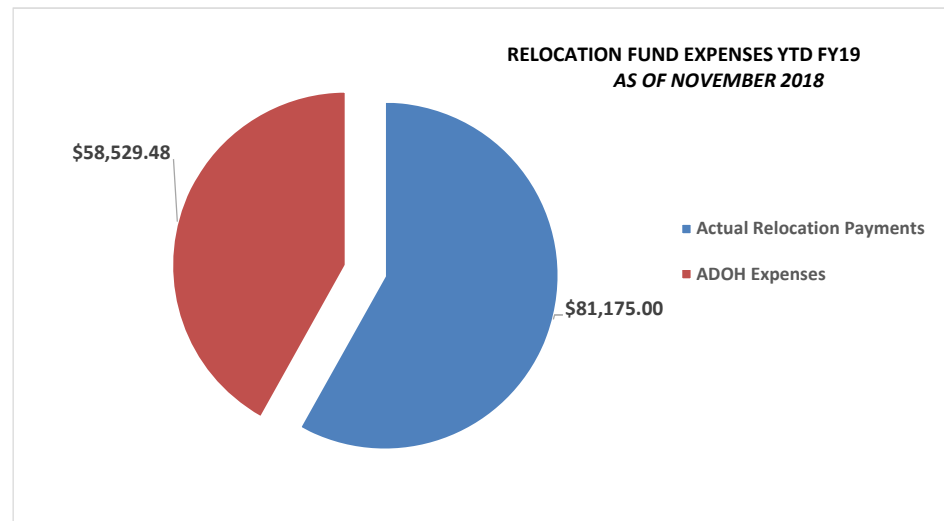
## Comments

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License issued 11/30/18(dg).

## RELOCATION FUND SUMMARY

BEGINNING BALANCE		YTD EXPENDITURES		ENDING BALANCE	
As of 11/01/2018	\$7,846,794.80		AMOUNT	As of 8/31/2018	\$7,869,972.53
		Actual Relocation Payments	\$81,175.00		
		ADOH Expenses	\$58,529.48		
		Total Expenses	\$139,704.48		





# FEE SCHEDULE





**STATE OF ARIZONA  
DEPARTMENT OF HOUSING**

1110 WEST WASHINGTON, SUITE 280  
PHOENIX, ARIZONA 85007

PHONE: 602771-1000 FAX: 602-771-1002  
WWW.AZHOUSING.GOV

**FEE SCHEDULE FOR 2019 FISCAL YEAR**

**FEES ARE EFFECTIVE JULY 1, 2018 through JUNE 30, 2019**

Fees charged by the Department are not included in Rule and are exempt from the State Rule procedures (Arizona Revised Statutes § 41-4010(C)).

<b><u>LICENSING FEES</u></b>				
	<b>Class</b>	<b>Class Description</b>	<b>New License</b>	<b>Renewal License</b>
<b>MANUFACTURER</b>	<b>M-9A</b>	Factory-built-buildings (FBB) and subassemblies	<b>\$ 864.00</b>	<b>\$ 432.00</b>
	<b>M-9C</b>	Manufactured (MFG) Homes	<b>\$ 864.00</b>	<b>\$ 432.00</b>
	<b>M-9E</b>	Master, includes M-9A and M-9C	<b>\$ 1,358.00</b>	<b>\$ 679.00</b>
<b>RETAILER/ DEALER/ BROKER</b>	<b>D-8</b>	Retailer Mobile/MFG Homes	<b>\$ 566.00</b>	<b>\$ 283.00</b>
	<b>D-8B</b>	Broker Mobile/MFG Homes	<b>\$ 432.00</b>	<b>\$ 216.00</b>
	<b>D-10</b>	Retailer FBB or FBB Subassemblies	<b>\$ 566.00</b>	<b>\$ 283.00</b>
	<b>D-12</b>	Master, includes D-8, D-8B, and D-10	<b>\$ 864.00</b>	<b>\$ 432.00</b>
<b>INSTALLERS</b>	<b>I-10C</b>	General Installer	<b>\$ 432.00</b>	<b>\$ 216.00</b>
	<b>I-10D</b>	Installer of Attached Accessory Structures	<b>\$ 432.00</b>	<b>\$ 216.00</b>
	<b>I-10G</b>	Master, includes I-10C and I-10D	<b>\$ 741.00</b>	<b>\$ 370.00</b>
<b>SALESPERSON</b>	<b>NA</b>	Employee of a licensed Retailer/Dealer/Broker	<b>\$ 206.00</b>	<b>\$ 103.00</b>

<b><u>PLAN FEES</u></b>	
<b>DESCRIPTION</b>	<b>FEE</b>
<b>Application Submittal and Plan Review</b>	<b>\$ 175.00</b> <i>Includes up to 1 hour of plan review time</i>
<b>Plan Review</b>	<b>\$ 125.00 hour</b> <i>Each additional hour</i>

<b><u>MOBILE HOME LANDLORD TENANT PETITION</u></b>	
<b>DESCRIPTION</b>	<b>FEE</b>
<b>Complaint</b> A landlord or a tenant of a Mobile Home Park may file a complaint administratively through the Department to obtain a hearing at the Office of Administrative Hearings on alleged violations of the Arizona Mobile Home Landlord and Tenant Act.	<b>\$ 50.00</b>

<b><u>INSTALLATION TRAINING</u></b>	
<b>DESCRIPTION</b>	<b>FEE</b>
<b>Installation Training</b> OMH Installer and Registrar of Contractor: Qualifying Party or Corporate Officer	<b>\$ 100.00</b>

<b><u>PERMIT FEES</u></b>		
<b>DESCRIPTION</b>	<b>STATE ISSUED PERMIT FEE</b>	<b>IGA FEE</b>
Mobile/MFG Home	\$ 360.00 each <i>Includes 3 Inspections</i>	Up to \$ 360.00 each
FBB – residential	\$ 450.00 per story <i>Includes 3 Inspections</i>	\$ 450.00 per story
FBB – commercial	\$ 4.50/LF per story <i>Includes 3 Inspections</i>	\$ 4.50/LF per story
FBB – classroom	\$ 2.25/LF per story <i>Includes 3 Inspections</i>	\$ 4.50/LF per story
6 Month Extension on Permit (MFG and FBB)	\$ 82.00 each	
FBB Special Event	\$ 120.00 each	
Rehabilitation – Mobile Home	\$ 49.00 if income below Area Median Income (AMI); \$306.00 if income at or above AMI <i>Includes 2 Inspections</i>	

<b><u>INSPECTION FEES</u></b>	
<b>DESCRIPTION</b>	<b>FEE</b>
MFG facility	\$ 85.00 per HUD Label
Installation re-Inspection or additional not covered by permit (MFG, FBB, Rehabilitation, and Special Event)	\$ 120.00 each
Other MFG facility	\$ 85.00 per hour
No Cancel by 7:30 a.m. of scheduled inspection	\$ 120.00 each

<b><u>CERTIFICATE (INSIGNIA) FEES</u></b>	
<b>DESCRIPTION</b>	<b>FEE</b>
Installation Certificate	\$ 10.00 each
Modular Manufacturer Certificate	\$ 51.00 each
Reconstruction Certificate	\$ 51.00 each

<b><u>ADMINISTRATIVE FUNCTION FEES</u></b>	
<b>DESCRIPTION</b>	<b>FEE</b>
Change on installation permit	\$ 10.00 per item
Change name of license	\$ 10.00 each
Change license location	\$ 10.00 each
Change license telephone number	\$ 10.00 each
Add or delete branch location	\$ 10.00 each
Reinstate bond	\$ 10.00 each
Change status of license to inactive	\$ 10.00 each
Process returned check	\$ 50.00 each
All refunds are subject to a fee of	\$ 59.00 each
Copies	\$ .50 each

# **2019 BOARD MEETING SCHEDULE**



# **2019 OMH BOARD MEETING SCHEDULE**



**All meetings are tentatively scheduled the  
3<sup>rd</sup> Wednesday of each calendar quarter,  
beginning at 1:00 p.m.**

***Date and time is subject to change at the  
discretion of the Chairman of the Board.***

- **January 16, 2019**
- **April 17, 2019**
- **July 17, 2019**
- **October 16, 2019**

# **BOARD OF MANUFACTURED HOUSING**

**July 25, 2019**



**Arizona Department of Housing**

# AGENDA



**AMENDED A G E N D A**  
**BOARD OF MANUFACTURED HOUSING**  
**Arizona Department of Housing**

Date: **Thursday, July 25, 2019; 1:00 P.M.**

**Teleconference**

**602-753-1025, Passcode 330208**

**1:00 P.M.**

- I. Call to Order (Interim Chairman)
  - II. Roll Call (Secretary)
  - III. Review and Action on Abbreviated Minutes of April 17, 2019 telephonic meeting
  - IV. Possible Action to Select Chairperson for the Board – review, discussion and possible action
  - V. Waiver of Rule Moratorium – review, discussion and possible action
    - Rule change topics:
      - a. Commercial Panelized Construction
      - b. International Building Codes - change from 2009 to 2018
      - c. Update/elimination of existing rules
  - VI. Adjournment
- 

Pursuant to A.R.S. § 38-431.02, notice is hereby given to the general public that the members of the Board of Manufactured Housing will hold a regular meeting open to the public at the Board's office, at 1110 West Washington, Suite 280 (2<sup>nd</sup> Floor), Phoenix, Arizona, and may appear via the teleconference number set forth above. The Board, upon a majority vote of a quorum of the members, may, when necessary, hold an Executive Session to obtain legal advice regarding any of the agenda items, pursuant to A.R.S. § 38-431.03(A)(3).

The agenda is subject to change up to 24 hours prior to the meeting, in which case a new agenda will be prepared and distributed in the same manner as the original agenda. You may also call **602-364-1433** or email [Ayde.Sanchez@azhousing.gov](mailto:Ayde.Sanchez@azhousing.gov) for any changes. Agenda items are noted by number and letter for convenience and reference. The Board may address the agenda items in any order within the time frame indicated, and may set over matters to a later time when necessary. The Board reserves the right to change the order of items on the agenda, except for matters set for a specific time.

Persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting Ayde Sanchez at 602-364-1433 or email [Ayde.Sanchez@azhousing.gov](mailto:Ayde.Sanchez@azhousing.gov). Requests should be made as early as possible to allow time to arrange the accommodation.



**April 17, 2019**  
**ABBREVIATED**  
**MINUTES**



# DRAFT

## ARIZONA BOARD OF MANUFACTURED HOUSING

### ABBREVIATED MINUTES

#### April 17, 2019 TELECONFERENCE BOARD MEETING

#### CALL TO ORDER

Brunetti called the meeting to order at 1:03 pm.

#### ROLL CALL

Board Members present: Jan Doughty, Terry Gleeson, Everette Hoyle, Gregory Johnloz, Cody Pearce, David Roe and Wayne Syrek

Arizona Department of Housing ("Department") Staff: Director Carol Ditmore (Ditmore); Assistant Deputy Director, Tara Brunetti (Brunetti); Assistant Deputy Director, Reginald Givens (Givens); Assistant Attorney General Valerie Marciano; and Board Secretary, Ayde Sanchez.

No Public Present

#### CHAIRMAN SELECTION

Board member Roe made a motion that Greg Johnloz be elected as Interim Chairman; seconded by Board Member Hoyle; Board voted unanimously to approve the motion.

#### APPROVAL OF JANUARY 16, 2019 BOARD MINUTES

Interim Chairman Johnloz entertained a motion to accept the prior Board Meeting Minutes; Board member Gleeson made motion to accept; motion seconded by Board member Roe; and the Board voted unanimously to accept.

#### EDUCATIONAL GRANT REQUEST

Interim Chairman Johnloz entertained a motion to accept the educational grant requests for the Manufactured Housing Industry of Arizona in the amount of \$2,872.41 and Manufactured Housing Communities of Arizona in the amount of \$2,672.40; Board member Doughty made motion to accept; motion seconded by Board member Gleeson and the Board voted unanimously to accept.

#### FEE SCHEDULE

Givens presented the fee recommendation for the 2020 fiscal year.

Board member Hoyle entertained a motion to keep all fees the same for FY20; motion seconded by Board member Roe and the Board voted unanimously to accept.

////

**NEXT BOARD MEETING DATE**

Wednesday, August 28, 2019.

**ADJOURNMENT**

Interim Chairman Johnloz thanked the Board members for their attendance. The meeting adjourned at 1:21p.m.

# HOUSE BILL 2756



As a result of House Bill 2756, the Arizona Department of Housing (ADOH) will need to implement new rules related to commercial closed panel construction. This type of construction will expand the existing factory built building category.

Below is a link to the bill along with a highlight of the specific changes.

<https://apps.azleg.gov/BillStatus/GetDocumentPdf/471884>

41-4001 (7) **"CLOSED CONSTRUCTION" MEANS ANY BUILDING, BUILDING COMPONENT, ASSEMBLY OR SYSTEM MANUFACTURED IN SUCH A MANNER THAT CONCEALED PARTS OR PROCESSES OF MANUFACTURE CANNOT BE INSPECTED BEFORE INSTALLATION AT THE BUILDING SITE WITHOUT DISASSEMBLY, DAMAGE OR DESTRUCTION.**

41-4001 (8) **"COMMERCIAL" MEANS A BUILDING WITH A USE-OCCUPANCY CLASSIFICATION OTHER THAN SINGLE-FAMILY DWELLING.**

41-4001 (17) **"Factory-built building":** (a) Means a residential or commercial building that is: (i) Either wholly or in substantial part manufactured **USING CLOSED CONSTRUCTION** at an off-site location and transported for installation or completion, or both, on-site. (ii) Constructed in compliance with adopted codes, standards and procedures. (iii) Installed temporarily or permanently. (b) Does not include a manufactured home, recreational vehicle, panelized **COMMERCIAL** building **USING OPEN CONSTRUCTION, PANELIZED RESIDENTIAL BUILDING USING OPEN OR CLOSED CONSTRUCTION** or domestic or light commercial storage building.

41-4001 (29) **"OPEN CONSTRUCTION" MEANS ANY BUILDING, BUILDING COMPONENT, ASSEMBLY OR SYSTEM MANUFACTURED IN SUCH A MANNER THAT ALL PORTIONS CAN BE READILY INSPECTED AT THE BUILDING SITE WITHOUT DISASSEMBLY, DAMAGE OR DESTRUCTION.**

41-4001 (34) **"RESIDENTIAL" MEANS A BUILDING WITH A USE-OCCUPANCY CLASSIFICATION OF A SINGLE-FAMILY DWELLING OR AS GOVERNED BY THE INTERNATIONAL RESIDENTIAL CODE.**

State of Arizona  
House of Representatives  
Fifty-fourth Legislature  
First Regular Session  
2019

**CHAPTER 272**

**HOUSE BILL 2756**

AN ACT

AMENDING SECTIONS 28-1095 AND 35-113, ARIZONA REVISED STATUTES; AMENDING TITLE 35, CHAPTER 1, ARTICLE 2, ARIZONA REVISED STATUTES, BY ADDING SECTION 35-121.01; AMENDING SECTION 41-4001, ARIZONA REVISED STATUTES; AMENDING TITLE 41, CHAPTER 12, ARTICLE 2, ARIZONA REVISED STATUTES, BY ADDING SECTION 41-1733; AMENDING TITLE 43, CHAPTER 3, ARTICLE 1, ARIZONA REVISED STATUTES, BY ADDING SECTION 43-312; AMENDING SECTION 43-1147, ARIZONA REVISED STATUTES, AS AMENDED BY LAWS 2013, CHAPTER 236, SECTION 10; AMENDING SECTION 43-1147, ARIZONA REVISED STATUTES, AS AMENDED BY LAWS 2018, CHAPTER 106, SECTION 1; APPROPRIATING MONIES; RELATING TO REVENUE BUDGET RECONCILIATION.

(TEXT OF BILL BEGINS ON NEXT PAGE)

1 Be it enacted by the Legislature of the State of Arizona:

2 Section 1. Section 28-1095, Arizona Revised Statutes, is amended to  
3 read:

4 28-1095. Vehicle length: exceptions: permits: rules:  
5 definitions

6 A. A vehicle, including any load on the vehicle, shall not exceed a  
7 length of forty feet extreme overall dimension, including front and rear  
8 bumpers. This subsection does not apply to any of the following:

9 1. A semitrailer when used in combination with a truck or a truck  
10 tractor.

11 2. A truck that is equipped with a conveyor bed, that is used  
12 solely as a fiber and forage module mover and that does not exceed  
13 forty-eight feet in length.

14 3. An articulated bus or articulated trolley coach that does not  
15 exceed a length of sixty feet.

16 4. A bus that is not articulated and that does not exceed a length  
17 of forty-five feet.

18 5. A recreational vehicle, a power unit, a farm vehicle, a horse  
19 trailer or wheeled equipment as defined in section 28-2153 if used in  
20 combination with two units and if the combination does not exceed  
21 sixty-five feet in length.

22 6. A recreational vehicle as defined in section 41-4001, paragraph  
23 ~~30~~ 33, subdivision (b) that does not exceed a length of forty-five feet.

24 B. A vehicle transporter may draw only one semitrailer. A  
25 combination of vehicles, excluding a vehicle transporter and the  
26 semitrailer it draws, that is coupled together shall not consist of more  
27 than two units, except that a truck or a truck tractor and semitrailer may  
28 draw either one trailer or a forklift.

29 C. The following restrictions apply:

30 1. The length of a semitrailer operating in a truck  
31 tractor-semitrailer combination or a truck tractor-semitrailer-forklift  
32 combination shall not exceed fifty-seven feet six inches.

33 2. The length of a semitrailer or trailer operating in a truck  
34 tractor-semitrailer-trailer combination shall not exceed twenty-eight feet  
35 six inches.

36 3. The length of a trailer operating in a truck-trailer combination  
37 shall not exceed twenty-eight feet six inches.

38 4. If the length of a semitrailer is more than fifty-three feet,  
39 the overall length of a truck tractor-semitrailer combination shall not  
40 exceed sixty-five feet on all highways, except for the national intercity  
41 truck route network designated by the United States secretary of  
42 transportation as required by the surface transportation assistance act of  
43 1982 or on a system of highways that is designated by a local authority.  
44 In designating the streets, the local authority shall consider any  
45 reasonable restriction including such safety restrictions as structural

1 hazards and street width and any other safety factors identified by the  
2 local authority as a hazard to the motoring public.

3 5. A vehicle transporter and the semitrailer it draws shall not  
4 exceed a length of eighty feet with a front overhang of not more than four  
5 feet and a rear overhang of not more than six feet.

6 6. A truck-semitrailer combination shall not exceed an overall  
7 length of sixty-five feet.

8 D. Subsection B and subsection C, paragraphs 1 through 6 of this  
9 section do not apply to damaged, disabled or abandoned vehicles or  
10 combinations of vehicles while being towed by a tow truck in compliance  
11 with section 28-1108.

12 E. Notwithstanding subsections B and C of this section, extensions  
13 of not more than three feet beyond the foremost part and six feet beyond  
14 the rear bed or body of a vehicle or combination of vehicles used to  
15 transport manufactured vehicles or fiber and forage shall not be included  
16 in measuring the length of the vehicle or combination of vehicles when  
17 loaded.

18 F. Pursuant to a permit issued pursuant to section 28-1103, a truck  
19 or a truck tractor-semitrailer may draw not more than two additional  
20 trailers or semitrailers. The department shall adopt rules governing the  
21 movement and safety of a combination of vehicles under this subsection and  
22 authorizing the issuance in advance of prepaid permits. The rules shall  
23 include the adoption of minimum speeds on grades, lighting, signing,  
24 identification and braking requirements and any other rules the department  
25 deems necessary. The permit issued pursuant to this subsection is limited  
26 to the following highways:

27 1. An interstate highway that connects with two states if both  
28 states allow such combinations of trailers or semitrailers and if the  
29 interstate highway does not exceed forty miles between the connecting  
30 states.

31 2. A state route or highway that is located within four miles of  
32 and extends to the border of this state and an adjacent state that allows  
33 such combinations of trailers or semitrailers.

34 3. A state route or highway that extends at least ten miles through  
35 an Indian reservation, that does not cross the Colorado river and that is  
36 located within twenty miles of and extends to the border of this state and  
37 an adjacent state that allows such combinations of trailers or  
38 semitrailers.

39 G. Notwithstanding subsections B and C of this section:

40 1. A motor vehicle may draw one ~~single-axle~~ SINGLE-AXLE tow dolly  
41 on which a motor vehicle may be transported. A person shall secure the  
42 raised end of any motor vehicle being transported pursuant to this  
43 paragraph to the tow dolly by two separate chains, cables or equivalent  
44 devices adequate to prevent shifting or separation of the drawn vehicle  
45 and the tow dolly.



1           2. A truck or a truck tractor may draw a trailer or semitrailer  
2 that does not exceed a length of fifty-seven feet only on an interstate  
3 highway or on a highway that is within ten miles of an interstate highway  
4 if the trailer or semitrailer is manufactured in this state and is  
5 traveling with or without a load from its place of manufacture to be  
6 delivered for use outside this state.

7           3. A recreational vehicle may pull two units if all of the  
8 following conditions are met:

9           (a) The middle unit is equipped with a fifth wheel and brakes. The  
10 middle unit may be a farm vehicle or a horse trailer and shall have a  
11 weight equal to or greater than the rear unit.

12           (b) If the rear unit has a gross weight of three thousand pounds or  
13 more, it is equipped with brakes.

14           (c) The total combined gross weight of the towed units does not  
15 exceed the manufacturer's stated gross vehicle weight of the towing unit.

16           4. A vehicle transporter may transport cargo or general freight on  
17 a backhaul in compliance with section 28-1100.

18           H. For the purposes of this section:

19           1. "Backhaul" means the return trip of a vehicle transporter  
20 carrying cargo or general freight over all or part of the same route.

21           2. "Farm vehicle" has the same meaning prescribed in section  
22 28-2514.

23           3. "Recreational vehicle" means a motor vehicle that is designed  
24 and customarily used for private pleasure, including vehicles commonly  
25 called motor homes, pickup trucks with campers and pickup trucks with a  
26 fifth wheel trailing device.

27           Sec. 2. Section 35-113, Arizona Revised Statutes, is amended to  
28 read:

29           35-113. Submission of budget estimates

30           The administrative head of each budget unit, not later than  
31 September 1 of each year or at a later date not to exceed thirty days  
32 after September 1 if approved by the director of the governor's office of  
33 strategic planning and budgeting, shall submit to the governor, with five  
34 copies, estimates of the financial requirements and of receipts, including  
35 appropriated and nonappropriated monies in no less detail than the state  
36 general fund, of the budget unit for the next fiscal year. **THE ESTIMATES  
37 SHALL INCLUDE A DETAILED ESTIMATE OF THE COST TO THE BUDGET UNIT IN THE  
38 NEXT FISCAL YEAR ATTRIBUTABLE TO A COUNTY'S, CITY'S OR TOWN'S  
39 ESTABLISHMENT OF A MINIMUM WAGE IF THAT MINIMUM WAGE EXCEEDS THE MINIMUM  
40 WAGE ESTABLISHED BY THIS STATE PURSUANT TO SECTION 23-363.** The estimates  
41 shall be on the forms and in the manner prescribed by the governor with  
42 explanatory data that may be required, together with additional  
43 information the head of the budget unit desires to submit. The estimates  
44 submitted shall bear the approval of the administrative head of the budget  
45 unit.

1       Sec. 3. Title 35, chapter 1, article 2, Arizona Revised Statutes,  
2 is amended by adding section 35-121.01, to read:

3       35-121.01. Local minimum wage; reimbursement of state costs;  
4       collection; withholding

5       A. AFTER CONSIDERING THE INFORMATION IN THE BUDGET ESTIMATES  
6 REQUIRED BY SECTION 35-113, THE LEGISLATURE MAY ALLOCATE AND, IF  
7 ALLOCATED, THE DEPARTMENT OF ADMINISTRATION SHALL ASSESS AND COLLECT FROM  
8 A COUNTY, CITY OR TOWN AN AMOUNT TO REIMBURSE THIS STATE FOR THE COST TO  
9 THIS STATE IN THE NEXT FISCAL YEAR ATTRIBUTABLE TO THE COUNTY'S, CITY'S OR  
10 TOWN'S ESTABLISHMENT OF A MINIMUM WAGE IF THAT MINIMUM WAGE EXCEEDS THE  
11 MINIMUM WAGE ESTABLISHED BY THIS STATE PURSUANT TO SECTION 23-363.

12       B. THE DEPARTMENT SHALL ASSESS THE AMOUNTS UNDER THIS SECTION NOT  
13 LATER THAN JULY 31 OF EACH YEAR. THE AMOUNTS ARE PAYABLE IMMEDIATELY ON  
14 ASSESSMENT. IF THE COUNTY, CITY OR TOWN DOES NOT PAY TO THE DEPARTMENT  
15 THE AMOUNT ALLOCATED PURSUANT TO THIS SECTION ON OR BEFORE DECEMBER 31 OF  
16 THE YEAR THE ALLOCATION IS MADE, THE DEPARTMENT SHALL NOTIFY THE STATE  
17 TREASURER, WHO SHALL SUBTRACT THE AMOUNT OWED BY THE COUNTY, CITY OR TOWN  
18 FROM ANY PAYMENTS REQUIRED TO BE MADE BY THE STATE TREASURER TO THAT  
19 COUNTY, CITY OR TOWN PURSUANT TO SECTION 42-5029, SUBSECTION D, PLUS  
20 INTEREST ON THAT AMOUNT PURSUANT TO SECTION 44-1201, RETROACTIVE TO THE  
21 FIRST DAY THE AMOUNT WAS DUE. IF THE AMOUNT THE STATE TREASURER WITHHOLDS  
22 IS INSUFFICIENT TO MEET THE REQUIREMENTS OF THIS SECTION, THE STATE  
23 TREASURER SHALL WITHHOLD FROM ANY OTHER MONIES PAYABLE TO THAT COUNTY,  
24 CITY OR TOWN FROM WHATEVER STATE FUNDING SOURCE IS AVAILABLE AN AMOUNT  
25 NECESSARY TO FULFILL THE REQUIREMENT.

26       C. UNLESS OTHERWISE REQUIRED BY LAW, THE MONIES PAID TO THE  
27 DEPARTMENT OR WITHHELD BY THE STATE TREASURER FOR THE AMOUNTS ASSESSED  
28 PURSUANT TO SUBSECTION A OF THIS SECTION SHALL BE CREDITED TO THE FUNDS IN  
29 THE AMOUNTS PRESCRIBED IN THE ESTIMATES REQUIRED PURSUANT TO SECTION  
30 35-113.

31       Sec. 4. Section 41-4001, Arizona Revised Statutes, is amended to  
32 read:

33       41-4001. Definitions

34       In this chapter, unless the context otherwise requires:

35       1. "Accessory structure" means the installation, assembly,  
36 connection or construction of any one-story habitable room, storage room,  
37 patio, porch, garage, carport, awning, skirting, retaining wall,  
38 evaporative cooler, refrigeration air conditioning system, solar system or  
39 wood decking attached to a new or used manufactured home, mobile home or  
40 residential single family factory-built building.

41       2. "Act" means the national manufactured housing construction and  
42 safety standards act of 1974 and title VI of the housing and community  
43 development act of 1974 (P.L. 93-383, as amended by P.L. 95-128, 95-557,  
44 96-153 and 96-339).

1           3. "Alteration" means the replacement, addition, modification or  
2 removal of any equipment or installation after the sale by a manufacturer  
3 to a dealer or distributor but before the sale by a dealer to a purchaser,  
4 which may affect compliance with the standards, construction, fire safety,  
5 occupancy, plumbing or heat-producing or electrical system. Alteration  
6 does not mean the repair or replacement of a component or appliance  
7 requiring plug-in to an electrical receptacle if the replaced item is of  
8 the same configuration and rating as the component or appliance being  
9 repaired or replaced. Alteration also does not mean the addition of an  
10 appliance requiring plug-in to an electrical receptacle if such appliance  
11 is not provided with the unit by the manufacturer and the rating of the  
12 appliance does not exceed the rating of the receptacle to which such  
13 appliance is connected.

14           4. "Board" means the board of manufactured housing.

15           5. "Broker" means any person who acts as an agent for the sale or  
16 exchange of a used manufactured home or mobile home except as exempted in  
17 section 41-4028.

18           6. "Certificate" means a numbered or serialized label or seal that  
19 is issued by the director as certification of compliance with this  
20 chapter.

21           7. "CLOSED CONSTRUCTION" MEANS ANY BUILDING, BUILDING COMPONENT,  
22 ASSEMBLY OR SYSTEM MANUFACTURED IN SUCH A MANNER THAT CONCEALED PARTS OR  
23 PROCESSES OF MANUFACTURE CANNOT BE INSPECTED BEFORE INSTALLATION AT THE  
24 BUILDING SITE WITHOUT DISASSEMBLY, DAMAGE OR DESTRUCTION.

25           8. "COMMERCIAL" MEANS A BUILDING WITH A USE-OCCUPANCY  
26 CLASSIFICATION OTHER THAN SINGLE-FAMILY DWELLING.

27           ~~7.~~ 9. "Component" means any part, material or appliance that is  
28 built-in as an integral part of the unit during the manufacturing process.

29           ~~8.~~ 10. "Consumer" means either a purchaser or seller of a unit  
30 regulated by this chapter who utilizes the services of a person licensed  
31 by the department.

32           ~~9.~~ 11. "Consummation of sale" means that a purchaser has received  
33 all goods and services that the dealer or broker agreed to provide at the  
34 time the contract was entered into, the transfer of title or the filing of  
35 an affidavit of affixture, if applicable, to the sale. Consummation of  
36 sale does not include warranties.

37           ~~10.~~ 12. "Dealer" means any person who sells, exchanges, buys,  
38 offers or attempts to negotiate or acts as an agent for the sale or  
39 exchange of factory-built buildings, manufactured homes or mobile homes  
40 except as exempted in section 41-4028. A lease or rental agreement by  
41 which the user acquired ownership of the unit with or without additional  
42 remuneration is considered a sale under this chapter.

43           ~~11.~~ 13. "Defect" means any defect in the performance,  
44 construction, components or material of a unit that renders the unit or  
45 any part of the unit unfit for the ordinary use for which it was intended.

1       ~~12.~~ 14. "Department" means the Arizona department of housing.  
2       ~~13.~~ 15. "Director" means the director of the department.  
3       ~~14.~~ 16. "Earnest monies" means all monies given by a purchaser or  
4 a financial institution to a dealer or broker before consummation of the  
5 sale.  
6       ~~15.~~ 17. "Factory-built building":  
7       (a) Means a residential or commercial building that is:  
8       (i) Either wholly or in substantial part manufactured **USING CLOSED**  
9 **CONSTRUCTION** at an off-site location and transported for installation or  
10 completion, or both, on-site.  
11       (ii) Constructed in compliance with adopted codes, standards and  
12 procedures.  
13       (iii) Installed temporarily or permanently.  
14       (b) Does not include a manufactured home, recreational vehicle,  
15 panelized **COMMERCIAL** building **USING OPEN CONSTRUCTION, PANELIZED**  
16 **RESIDENTIAL BUILDING USING OPEN OR CLOSED CONSTRUCTION** or domestic or  
17 light commercial storage building.  
18       ~~16.~~ 18. "HUD" means the United States department of housing and  
19 urban development.  
20       ~~17.~~ 19. "Imminent safety hazard" means an imminent and  
21 unreasonable risk of death or severe personal injury.  
22       ~~18.~~ 20. "Installation" means:  
23       (a) Connecting new or used mobile homes, manufactured homes or  
24 factory-built buildings to on-site utility terminals or repairing these  
25 utility connections.  
26       (b) Placing new or used mobile homes, manufactured homes, accessory  
27 structures or factory-built buildings on foundation systems or repairing  
28 these foundation systems.  
29       (c) Providing ground anchoring for new or used mobile homes or  
30 manufactured homes or repairing the ground anchoring.  
31       ~~19.~~ 21. "Installer" means any person who engages in the business  
32 of performing installations of manufactured homes, mobile homes or  
33 residential single family factory-built buildings.  
34       ~~20.~~ 22. "Installer of accessory structures" means any person who  
35 engages in the business of installing accessory structures.  
36       ~~21.~~ 23. "Listing agreement" means a document that contains the  
37 name and address of the seller, the year, manufacturer and serial number  
38 of the listed unit, the beginning and ending dates of the time period that  
39 the agreement is in force, the name of the lender and lien amount, if  
40 applicable, the price the seller is requesting for the unit, the  
41 commission to be paid to the licensee and the signatures of the sellers  
42 and the licensee who obtains the listing.  
43       ~~22.~~ 24. "Local enforcement agency" means a zoning or building  
44 department of a city, town or county or its agents.

~~23.~~ 25. "Manufactured home" means a structure built in accordance with the act.

~~24.~~ 26. "Manufacturer" means any person engaged in manufacturing, assembling or reconstructing any unit regulated by this chapter.

~~25.~~ 27. "Mobile home" means a structure built before June 15, 1976, on a permanent chassis, capable of being transported in one or more sections and designed to be used with or without a permanent foundation as a dwelling when connected to on-site utilities. Mobile home does not include recreational vehicles and factory-built buildings.

~~26.~~ 28. "Office" means the office of manufactured housing within the department.

29. "OPEN CONSTRUCTION" MEANS ANY BUILDING, BUILDING COMPONENT, ASSEMBLY OR SYSTEM MANUFACTURED IN SUCH A MANNER THAT ALL PORTIONS CAN BE READILY INSPECTED AT THE BUILDING SITE WITHOUT DISASSEMBLY, DAMAGE OR DESTRUCTION.

~~27.~~ 30. "Purchaser" means a person purchasing a unit in good faith from a licensed dealer or broker for purposes other than resale.

~~28.~~ 31. "Qualifying party" means a person who is an owner, employee, corporate officer or partner of the licensed business and who has active and direct supervision of and responsibility for all operations of that licensed business.

~~29.~~ 32. "Reconstruction" means construction work performed for the purpose of restoration or modification of a unit by changing or adding structural components or electrical, plumbing or heat or air producing systems.

~~30.~~ 33. "Recreational vehicle" means a vehicular type unit that is:

(a) A portable camping trailer mounted on wheels and constructed with collapsible partial sidewalls that fold for towing by another vehicle and unfold for camping.

(b) A motor home designed to provide temporary living quarters for recreational, camping or travel use and built on or permanently attached to a self-propelled motor vehicle chassis or on a chassis cab or van that is an integral part of the completed vehicle.

(c) A park trailer built on a single chassis, mounted on wheels and designed to be connected to utilities necessary for operation of installed fixtures and appliances and has a gross trailer area of not less than three hundred twenty square feet and not more than four hundred square feet when it is set up, except that it does not include fifth wheel trailers.

(d) A travel trailer mounted on wheels, designed to provide temporary living quarters for recreational, camping or travel use, of a size or weight that may or may not require special highway movement permits when towed by a motorized vehicle and has a trailer area of less than three hundred twenty square feet. This subdivision includes fifth

1 wheel trailers. If a unit requires a size or weight permit, it shall be  
2 manufactured to the standards for park trailers in a 119.5 of the American  
3 national standards institute code.

4 (e) A portable truck camper constructed to provide temporary living  
5 quarters for recreational, travel or camping use and consisting of a roof,  
6 floor and sides designed to be loaded onto and unloaded from the bed of a  
7 pickup truck.

8 34. "RESIDENTIAL" MEANS A BUILDING WITH A USE-OCCUPANCY  
9 CLASSIFICATION OF A SINGLE-FAMILY DWELLING OR AS GOVERNED BY THE  
10 INTERNATIONAL RESIDENTIAL CODE.

11 ~~31.~~ 35. "Salesperson" means any person who, for a salary,  
12 commission or compensation of any kind, is employed by or acts on behalf  
13 of any dealer or broker of manufactured homes, mobile homes or  
14 factory-built buildings to sell, exchange, buy, offer or attempt to  
15 negotiate or act as an agent for the sale or exchange of an interest in a  
16 manufactured home, mobile home or factory-built building.

17 ~~32.~~ 36. "Seller" means a natural person who enters into a listing  
18 agreement with a licensed dealer or broker for the purpose of resale.

19 ~~33.~~ 37. "Site development" means the development of an area for  
20 the installation of the unit's or units' locations, parking, surface  
21 drainage, driveways, on-site utility terminals and property lines at a  
22 proposed construction site or area.

23 ~~34.~~ 38. "Statutory agent" means a person who is on file with the  
24 corporation commission as the statutory agent.

25 ~~35.~~ 39. "Title transfer" means a true copy of the application for  
26 title transfer that is stamped or validated by the appropriate government  
27 agency.

28 ~~36.~~ 40. "Unit" means a manufactured home, mobile home,  
29 factory-built building or accessory structures.

30 ~~37.~~ 41. "Used unit" means any unit that is regulated by this  
31 chapter and that has been sold, bargained, exchanged or given away from a  
32 purchaser who first acquired the unit that was titled in the name of such  
33 purchaser.

34 ~~38.~~ 42. "Workmanship" means a minimum standard of construction or  
35 installation reflecting a journeyman quality of the work of the various  
36 trades.

37 Sec. 5. Title 41, chapter 12, article 2, Arizona Revised Statutes,  
38 is amended by adding section 41-1733, to read:

39 41-1733. Public safety interoperability fund

40 THE PUBLIC SAFETY INTEROPERABILITY FUND IS ESTABLISHED CONSISTING OF  
41 MONIES APPROPRIATED TO THE FUND BY THE LEGISLATURE. THE DEPARTMENT SHALL  
42 ADMINISTER THE FUND. THE FUND IS SUBJECT TO LEGISLATIVE APPROPRIATION.  
43 MONIES IN THE FUND MAY BE USED ONLY FOR INTEROPERABLE COMMUNICATION  
44 SYSTEMS.

1       Sec. 6. Title 43, chapter 3, article 1, Arizona Revised Statutes,  
2 is amended by adding section 43-312, to read:

3       43-312. Information return of sales; nonresident real estate  
4       transactions; escrow agents; reports

5       A. A PERSON LICENSED UNDER SECTION 6-813 TO CONDUCT ESCROW BUSINESS  
6 FOR THE PURCHASE AND SALE OF REAL PROPERTY LOCATED IN THIS STATE SHALL  
7 FILE AN INFORMATION RETURN OF SALES OF REAL PROPERTY LOCATED IN THIS STATE  
8 THAT ARE REPORTED PURSUANT TO FEDERAL REPORTING REQUIREMENTS UNDER SECTION  
9 6045(e) OF THE INTERNAL REVENUE CODE. THE PERSON SHALL FILE THE  
10 INFORMATION RETURN REQUIRED BY THIS SUBSECTION:

11       1. ON OR BEFORE THE THIRTY-FIRST DAY OF MARCH WITH RESPECT TO SALES  
12 OF REAL PROPERTY LOCATED IN THIS STATE THAT ARE CLOSED ON OR BEFORE  
13 DECEMBER 31 OF THE PRECEDING CALENDAR YEAR.

14       2. USING THE SAME FORM AND FORMAT OF THE RETURN FILED WITH THE  
15 INTERNAL REVENUE SERVICE UNDER SECTION 6045(e) OF THE INTERNAL REVENUE  
16 CODE.

17       B. ON OR BEFORE JUNE 30, 2020, THE DEPARTMENT SHALL REPORT TO THE  
18 JOINT LEGISLATIVE BUDGET COMMITTEE AND THE GOVERNOR'S OFFICE OF STRATEGIC  
19 PLANNING AND BUDGETING ON THE ESTIMATED AMOUNT OF CAPITAL GAINS TAX PAID  
20 BY NONRESIDENTS OF THIS STATE ON REAL ESTATE TRANSACTIONS IN THIS STATE  
21 FROM THE MOST RECENT YEAR BEFORE TAX YEAR 2019 BASED ON AVAILABLE DATA  
22 FROM THE INTERNAL REVENUE SERVICE. ON OR BEFORE JUNE 30 OF EACH YEAR, THE  
23 DEPARTMENT SHALL ESTIMATE AND REPORT TO THE JOINT LEGISLATIVE BUDGET  
24 COMMITTEE AND THE GOVERNOR'S OFFICE OF STRATEGIC PLANNING AND BUDGETING ON  
25 THE AMOUNT OF REVENUE COLLECTED FROM THE SALE OF REAL ESTATE BY  
26 NONRESIDENTS THAT IS ATTRIBUTED TO THE INFORMATION RETURN PRESCRIBED BY  
27 THIS SECTION IN THE PRIOR TAX YEAR.

28       Sec. 7. Section 43-1147, Arizona Revised Statutes, as amended by  
29 Laws 2013, chapter 236, section 10, is amended to read:

30       43-1147. Situs of sales of other than tangible personal  
31       property; definitions

32       A. Except as provided by subsection B of this section, sales, other  
33 than sales of tangible personal property, are in this state if either of  
34 the following applies:

35       1. The income producing activity is performed in this state.

36       2. The income producing activity is performed both in and outside  
37 this state and a greater proportion of the income producing activity is  
38 performed in this state than in any other state, based on costs of  
39 performance.

40       B. For taxable years beginning from and after December 31, 2013, a  
41 multistate service provider may elect to treat sales from services as  
42 being in this state based on a combination of income producing activity  
43 sales and market sales. If the election under this subsection is made  
44 pursuant to subsection C of this section, the sales of services that are

1 in this state shall be determined for taxable years beginning from and  
2 after:

3 1. December 31, 2013 through December 31, 2014 by the sum of the  
4 following:

5 (a) Eighty-five ~~per cent~~ PERCENT of the market sales.

6 (b) Fifteen ~~per cent~~ PERCENT of the income producing activity  
7 sales.

8 2. December 31, 2014 through December 31, 2015 by the sum of the  
9 following:

10 (a) Ninety ~~per cent~~ PERCENT of the market sales.

11 (b) Ten ~~per cent~~ PERCENT of the income producing activity sales.

12 3. December 31, 2015 through December 31, 2016 by the sum of the  
13 following:

14 (a) Ninety-five ~~per cent~~ PERCENT of the market sales.

15 (b) Five ~~per cent~~ PERCENT of the income producing activity sales.

16 4. December 31, 2016 by one hundred ~~per cent~~ PERCENT of the market  
17 sales.

18 C. A multistate service provider may elect to treat sales from  
19 services as being in this state under subsection B of this section as  
20 follows:

21 1. The election must be made on the taxpayer's timely filed  
22 original income tax return. The election is:

23 (a) Effective retroactively for the full taxable year of the income  
24 tax return on which the election is made.

25 (b) Binding on the taxpayer for at least five consecutive taxable  
26 years, regardless of whether the taxpayer no longer meets the percentage  
27 threshold of a multistate service provider during that time period, except  
28 as provided by paragraph 2 of this subsection. To continue with the  
29 election after ~~the~~ five consecutive taxable years, the taxpayer must meet  
30 the qualifications to be considered a multistate service provider and  
31 renew the election for another five consecutive taxable years.

32 2. During the election period, the election may be terminated as  
33 follows:

34 (a) Without the permission of the department on the acquisition or  
35 merger of the taxpayer.

36 (b) With the permission of the department before the expiration of  
37 five consecutive taxable years.

38 D. For a multistate service provider under subsection E, paragraph  
39 3, subdivision (b) of this section, an election under subsection B of this  
40 section is limited to the treatment of sales for educational services.  
41 FOR A MULTISTATE SERVICE PROVIDER UNDER SUBSECTION E, PARAGRAPH 3,  
42 SUBDIVISION (c) OF THIS SECTION, AN ELECTION UNDER SUBSECTION B OF THIS  
43 SECTION IS LIMITED TO THE TREATMENT OF SALES FOR SUPPORT SERVICES, THE  
44 PAYMENT FOR WHICH IS A PERCENTAGE OF THE SALES FOR EDUCATIONAL SERVICES  
45 GENERATED BY A REGIONALLY ACCREDITED INSTITUTION OF HIGHER EDUCATION.



1 E. For the purposes of this section:

2 1. "Income producing activity sales" means the total sales from  
3 services that are sales in this state under subsection A of this section.

4 2. "Market sales" means the total sales from services for which the  
5 purchaser received the benefit of the service in this state.

6 3. "Multistate service provider" means ~~either~~ ANY OF THE FOLLOWING:

7 (a) A taxpayer that derives more than eighty-five ~~per cent~~ PERCENT  
8 of its sales from services provided to purchasers who receive the benefit  
9 of the service outside this state in the taxable year of election, and  
10 includes all taxpayers required to file a combined report pursuant to  
11 section 43-942 and all members of an affiliated group included in a  
12 consolidated return pursuant to section 43-947. In calculating the  
13 eighty-five ~~per cent~~ PERCENT, sales to students receiving educational  
14 services at campuses physically located in this state shall be excluded  
15 from the calculation.

16 (b) A taxpayer that is a regionally accredited institution of  
17 higher education with at least one university campus in this state that  
18 has more than two thousand students residing on the campus, and includes  
19 all taxpayers required to file a combined report pursuant to section  
20 43-942 and all members of an affiliated group included in a consolidated  
21 return pursuant to section 43-947.

22 (c) A TAXPAYER THAT HAS MORE THAN TWO THOUSAND EMPLOYEES IN THIS  
23 STATE AND THAT DERIVES MORE THAN EIGHTY-FIVE PERCENT OF ITS SALES FROM  
24 SUPPORT SERVICES PROVIDED TO A REGIONALLY ACCREDITED INSTITUTION OF HIGHER  
25 EDUCATION, AND INCLUDES ALL TAXPAYERS REQUIRED TO FILE A COMBINED REPORT  
26 PURSUANT TO SECTION 43-942 AND ALL MEMBERS OF AN AFFILIATED GROUP INCLUDED  
27 IN A CONSOLIDATED RETURN PURSUANT TO SECTION 43-947.

28 4. "Received the benefit of the service in this state" means the  
29 services are received by the purchaser in this state. If the state where  
30 the services are received cannot be readily determined, the services are  
31 considered to be received at the home of the customer or, in the case of a  
32 business, the office of the customer from which the services were ordered  
33 in the regular course of the customer's trade or business. If the  
34 ordering location cannot be determined, the services are considered to be  
35 received at the home or office of the customer to which the services were  
36 billed. IN THE CASE OF A MULTISTATE SERVICE PROVIDER UNDER PARAGRAPH 3,  
37 SUBDIVISION (c) OF THIS SUBSECTION, THE BENEFIT OF SUPPORT SERVICES SHALL  
38 BE DEEMED RECEIVED AT THE BILLING ADDRESS OF THE STUDENT TO WHICH THE  
39 SERVICES RELATE.

40 5. "Sales for educational services" means tuition and fees required  
41 for enrollment and fees required for courses of instruction, transcripts  
42 and graduation.

1       Sec. 8. Section 43-1147, Arizona Revised Statutes, as amended by  
2 Laws 2018, chapter 106, section 1, is amended to read:

3       43-1147. Situs of sales of other than tangible personal  
4       property: definitions

5       A. Except as provided by subsection B of this section, sales, other  
6 than sales of tangible personal property, are in this state if either of  
7 the following applies:

8       1. The income-producing activity is performed in this state.

9       2. The income-producing activity is performed both in and outside  
10 this state and a greater proportion of the income-producing activity is  
11 performed in this state than in any other state, based on costs of  
12 performance.

13       B. For taxable years beginning from and after December 31, 2013, a  
14 multistate service provider may elect to treat sales from services as  
15 being in this state based on a combination of income-producing activity  
16 sales and market sales. If the election under this subsection is made  
17 pursuant to subsection C of this section, the sales of services that are  
18 in this state shall be determined for taxable years beginning from and  
19 after:

20       1. December 31, 2013 through December 31, 2014, by the sum of the  
21 following:

22       (a) Eighty-five percent of the market sales.

23       (b) Fifteen percent of the income-producing activity sales.

24       2. December 31, 2014 through December 31, 2015, by the sum of the  
25 following:

26       (a) Ninety percent of the market sales.

27       (b) Ten percent of the income-producing activity sales.

28       3. December 31, 2015 through December 31, 2016, by the sum of the  
29 following:

30       (a) Ninety-five percent of the market sales.

31       (b) Five percent of the income-producing activity sales.

32       4. December 31, 2016, by one hundred percent of the market sales.

33       C. A multistate service provider may elect to treat sales from  
34 services as being in this state under subsection B of this section as  
35 follows:

36       1. The election must be made on the taxpayer's timely filed  
37 original income tax return. The election is:

38       (a) Effective retroactively for the full taxable year of the income  
39 tax return on which the election is made.

40       (b) Binding on the taxpayer for at least five consecutive taxable  
41 years, regardless of whether the taxpayer no longer meets the percentage  
42 threshold of a multistate service provider during that time period, except  
43 as provided by paragraph 2 of this subsection. To continue with the  
44 election after ~~the~~ five consecutive taxable years, the taxpayer must meet

1 the qualifications to be considered a multistate service provider and  
2 renew the election for another five consecutive taxable years.

3 2. During the election period, the election may be terminated as  
4 follows:

5 (a) Without the permission of the department on the acquisition or  
6 merger of the taxpayer.

7 (b) With the permission of the department before the expiration of  
8 five consecutive taxable years.

9 D. For a multistate service provider under subsection E, paragraph  
10 3, subdivision (b) of this section, an election under subsection B of this  
11 section is limited to the treatment of sales for educational services.  
12 FOR A MULTISTATE SERVICE PROVIDER UNDER SUBSECTION E, PARAGRAPH 3,  
13 SUBDIVISION (c) OF THIS SECTION, AN ELECTION UNDER SUBSECTION B OF THIS  
14 SECTION IS LIMITED TO THE TREATMENT OF SALES FOR SUPPORT SERVICES, THE  
15 PAYMENT FOR WHICH IS A PERCENTAGE OF THE SALES FOR EDUCATIONAL SERVICES  
16 GENERATED BY A REGIONALLY ACCREDITED INSTITUTION OF HIGHER EDUCATION.

17 E. For the purposes of this section:

18 1. "Income-producing activity sales" means the total sales from  
19 services that are sales in this state under subsection A of this section.

20 2. "Market sales" means the total sales from services for which the  
21 purchaser received the benefit of the service in this state.

22 3. "Multistate service provider" means ~~either~~ ANY OF THE FOLLOWING:

23 (a) A taxpayer that derives more than eighty-five percent of its  
24 sales from services or sales from intangibles provided to purchasers who  
25 receive the benefit of the service outside this state in the taxable year  
26 of election, and includes all taxpayers required to file a combined report  
27 pursuant to section 43-942 and all members of an affiliated group included  
28 in a consolidated return pursuant to section 43-947. In calculating the  
29 eighty-five percent, sales to students receiving educational services at  
30 campuses physically located in this state shall be excluded from the  
31 calculation. For the purposes of this subdivision, "sales from  
32 intangibles" means sales derived from credit and charge card receivables,  
33 including fees, merchant discounts, interchanges, interest and related  
34 revenue.

35 (b) A taxpayer that is a regionally accredited institution of  
36 higher education with at least one university campus in this state that  
37 has more than two thousand students residing on the campus, and includes  
38 all taxpayers required to file a combined report pursuant to section  
39 43-942 and all members of an affiliated group included in a consolidated  
40 return pursuant to section 43-947.

41 (c) A TAXPAYER THAT HAS MORE THAN TWO THOUSAND EMPLOYEES IN THIS  
42 STATE AND THAT DERIVES MORE THAN EIGHTY-FIVE PERCENT OF ITS SALES FROM  
43 SUPPORT SERVICES PROVIDED TO A REGIONALLY ACCREDITED INSTITUTION OF HIGHER  
44 EDUCATION, AND INCLUDES ALL TAXPAYERS REQUIRED TO FILE A COMBINED REPORT

1 PURSUANT TO SECTION 43-942 AND ALL MEMBERS OF AN AFFILIATED GROUP INCLUDED  
2 IN A CONSOLIDATED RETURN PURSUANT TO SECTION 43-947.

3 4. "Received the benefit of the service in this state" means the  
4 services are received by the purchaser in this state. If the state where  
5 the services are received cannot be readily determined, the services are  
6 considered to be received at the home of the customer or, in the case of a  
7 business, the office of the customer from which the services were ordered  
8 in the regular course of the customer's trade or business. If the  
9 ordering location cannot be determined, the services are considered to be  
10 received at the home or office of the customer to which the services were  
11 billed. IN THE CASE OF A MULTISTATE SERVICE PROVIDER UNDER PARAGRAPH 3,  
12 SUBDIVISION (c) OF THIS SUBSECTION, THE BENEFIT OF SUPPORT SERVICES SHALL  
13 BE DEEMED RECEIVED AT THE BILLING ADDRESS OF THE STUDENT TO WHICH THE  
14 SERVICES RELATE.

15 5. "Sales for educational services" means tuition and fees required  
16 for enrollment and fees required for courses of instruction, transcripts  
17 and graduation.

18 Sec. 9. Department of gaming; regulatory assessment;  
19 pari-mutuel pool

20 Notwithstanding any other law, in fiscal year 2019-2020, the  
21 department of gaming shall establish and collect a regulatory assessment  
22 from each commercial racing permittee, payable from amounts deducted from  
23 pari-mutuel pools by the permittee, in addition to the amounts the  
24 permittee is authorized to deduct pursuant to section 5-111, subsection B,  
25 Arizona Revised Statutes, from amounts wagered on live and simulcast races  
26 from in-state and out-of-state wagering handled by the permittee, in the  
27 amount of 0.5 percent of the amounts wagered.

28 Sec. 10. Department of insurance; fee and assessment  
29 adjustment suspension

30 Notwithstanding section 20-167, subsection E, Arizona Revised  
31 Statutes, and section 20-466, subsection J, Arizona Revised Statutes, the  
32 director of insurance may not revise fees or assessments in fiscal year  
33 2019-2020 for the purpose of meeting the requirement to recover at least  
34 ninety-five percent but not more than one hundred ten percent of the  
35 department of insurance's appropriated budget.

36 Sec. 11. Agricultural fees; continuation; intent; rulemaking  
37 exemption

38 A. Notwithstanding any other law, the director of the Arizona  
39 department of agriculture, with the assistance of the department of  
40 agriculture advisory council, may continue, increase or lower existing  
41 fees from fiscal years 2017-2018 and 2018-2019 in fiscal year 2019-2020  
42 for services provided in fiscal year 2019-2020.

1 B. The legislature intends that the additional revenue generated by  
2 the fees prescribed in subsection A of this section not exceed \$218,000 to  
3 the state general fund, \$113,000 to the pesticide trust fund established  
4 by section 3-350, Arizona Revised Statutes, and \$26,000 to the dangerous  
5 plants, pests and diseases trust fund established by section 3-214.01,  
6 Arizona Revised Statutes, in fiscal year 2019-2020.

7 C. The Arizona department of agriculture is exempt from the  
8 rulemaking requirements of title 41, chapter 6, Arizona Revised Statutes,  
9 until July 1, 2020 for the purpose of establishing fees pursuant to this  
10 section.

11 Sec. 12. County fiscal obligations; report

12 A. Notwithstanding any other law, for fiscal year 2019-2020, a  
13 county with a population of less than two hundred fifty thousand persons  
14 according to the 2010 United States decennial census may meet any county  
15 fiscal obligation from any source of county revenue designated by the  
16 county, including monies of any countywide special taxing jurisdiction of  
17 which the board of supervisors serves as the board of directors. Under  
18 the authority provided in this subsection, a county may not use more than  
19 \$1,250,000 for purposes other than the purposes of the revenue source.

20 B. On or before October 1, 2019, all counties with a population of  
21 less than two hundred fifty thousand persons according to the 2010 United  
22 States decennial census shall report to the director of the joint  
23 legislative budget committee whether the county used a revenue source for  
24 purposes other than the purposes of the revenue source to meet a county  
25 fiscal obligation pursuant to subsection A of this section and, if so, the  
26 specific source and amount of revenues that the county intends to use in  
27 fiscal year 2019-2020.

28 Sec. 13. Legislative intent

29 The legislature intends that in fiscal year 2019-2020 the fee  
30 prescribed in section 42-5041, subsection B, Arizona Revised Statutes, be  
31 assessed and collected pursuant to the following guidelines:

32 1. The total amount of fees for all counties, cities, towns,  
33 councils of governments and regional transportation authorities may not  
34 exceed \$20,755,835 in any fiscal year.

35 2. The share of fees assessed to all counties pursuant to paragraph  
36 1 of this section shall be in proportion to the aggregate amount of monies  
37 distributed to counties for the fiscal year two years preceding the  
38 current fiscal year pursuant to sections 42-5029, 42-6103, 42-6107,  
39 42-6108, 42-6108.01, 42-6109, 42-6109.01, 42-6110, 42-6111 and 42-6112,  
40 Arizona Revised Statutes, as a percentage of aggregate distributions to  
41 all counties, cities, towns, councils of governments and regional  
42 transportation authorities located in a county with a population of more  
43 than four hundred thousand persons for the fiscal year two years preceding  
44 the current fiscal year pursuant to sections 42-5029, 42-6001, 42-6103,

1 42-6105, 42-6106, 42-6107, 42-6108, 42-6108.01, 42-6109, 42-6109.01,  
2 42-6110, 42-6111, 42-6112 and 43-206, Arizona Revised Statutes.

3 3. The share of fees assessed to all cities and towns pursuant to  
4 paragraph 1 of this section shall be in proportion to the aggregate amount  
5 of monies distributed to cities and towns for the fiscal year two years  
6 preceding the current fiscal year pursuant to sections 42-5029, 42-6001  
7 and 43-206, Arizona Revised Statutes, as a percentage of aggregate  
8 distributions to all counties, cities, towns, councils of governments and  
9 regional transportation authorities located in a county with a population  
10 of more than four hundred thousand persons for the fiscal year two years  
11 preceding the current fiscal year pursuant to sections 42-5029, 42-6001,  
12 42-6103, 42-6105, 42-6106, 42-6107, 42-6108, 42-6108.01, 42-6109,  
13 42-6109.01, 42-6110, 42-6111, 42-6112 and 43-206, Arizona Revised  
14 Statutes.

15 4. The share of fees assessed to all councils of governments  
16 pursuant to paragraph 1 of this section shall be in proportion to the  
17 aggregate amount of monies distributed to all councils of governments for  
18 the fiscal year two years preceding the current fiscal year pursuant to  
19 section 42-6105, Arizona Revised Statutes, as a percentage of aggregate  
20 distributions to all counties, cities, towns, councils of governments and  
21 regional transportation authorities located in a county with a population  
22 of more than four hundred thousand persons for the fiscal year two years  
23 preceding the current fiscal year pursuant to sections 42-5029, 42-6001,  
24 42-6103, 42-6105, 42-6106, 42-6107, 42-6108, 42-6108.01, 42-6109,  
25 42-6109.01, 42-6110, 42-6111, 42-6112 and 43-206, Arizona Revised  
26 Statutes.

27 5. The share of fees assessed to all regional transportation  
28 authorities located in a county with a population of more than four  
29 hundred thousand persons pursuant to paragraph 1 of this section shall be  
30 in proportion to the aggregate amount of monies distributed to all  
31 regional transportation authorities located in a county with a population  
32 of more than four hundred thousand persons for the fiscal year two years  
33 preceding the current fiscal year pursuant to section 42-6106, Arizona  
34 Revised Statutes, as a percentage of aggregate distributions to all  
35 counties, cities, towns, councils of governments and regional  
36 transportation authorities located in a county with a population of more  
37 than four hundred thousand persons for the fiscal year two years preceding  
38 the current fiscal year pursuant to sections 42-5029, 42-6001, 42-6103,  
39 42-6105, 42-6106, 42-6107, 42-6108, 42-6108.01, 42-6109, 42-6109.01,  
40 42-6110, 42-6111, 42-6112 and 43-206, Arizona Revised Statutes.

41 6. Except as provided by sections 42-5033 and 42-5033.01, Arizona  
42 Revised Statutes, the population of a county as determined by the most  
43 recent United States decennial census plus any revision to the decennial  
44 census certified by the United States census bureau shall be used as the  
45 basis for apportioning monies pursuant to paragraph 2 of this section.

1           7. Except as provided by sections 42-5033 and 42-5033.01, Arizona  
2 Revised Statutes, the population of a city or town as determined by the  
3 most recent United States decennial census plus any revision to the  
4 decennial census certified by the United States census bureau shall be  
5 used as the basis for apportioning monies pursuant to paragraph 3 of this  
6 section.

7           Sec. 14. Retroactivity

8           Section 43-1147, Arizona Revised Statutes, as amended by Laws 2013,  
9 chapter 236, section 10 and this act, applies retroactively to from and  
10 after December 31, 2018.

11          Sec. 15. Effective date

12          Section 43-1147, Arizona Revised Statutes, as amended by Laws 2018,  
13 chapter 106, section 1 and this act, is effective from and after December  
14 31, 2019.

APPROVED BY THE GOVERNOR MAY 31, 2019.

FILED IN THE OFFICE OF THE SECRETARY OF STATE MAY 31, 2019.

# **2019 BOARD MEETING SCHEDULE**





# **2019 OMH BOARD MEETING SCHEDULE**



**All meetings are tentatively scheduled the  
3<sup>rd</sup> Wednesday of each calendar quarter,  
beginning at 1:00 p.m.**

*Date and time is subject to change at the  
discretion of the Chairman of the Board.*

- **January 16, 2019**
- **April 17, 2019 (Teleconference)**
- **~~July 17, 2019~~**

**Rescheduled to July 25, 2019  
(Teleconference)**

- **August 28, 2019**
- **October 16, 2019**