

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

Date: **Wednesday, April 15, 2020; 1:00 P.M.**

Teleconference

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

**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 review a matter or ask that a matter be placed on a future agenda.
- IV. Review and Action on Abbreviated Minutes of February 26, 2020 meeting
- V. Rule Change Update
- VI. Fee Structure – pursuant to A.R.S. §41-4010 (A) (4). Determine fees for Fiscal Year 2021 beginning July 1, 2020 and ending June 30, 2021.
  - 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.

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.

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

Date: **Wednesday, February 26, 2020; 10:00 A.M.**  
**Teleconference**  
**602-753-1025, Passcode 330208**

**10:00 A.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 review a matter or ask that a matter be placed on a future agenda.
- IV. Review and Action on Abbreviated Minutes of January 15, 2020 meeting
- V. Rule Change Proposal – review, discussion and possible action
  - a. Discuss Rule 102 and 502
- VI. Adjournment

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

Date: **Wednesday, January 15, 2020; 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 (Assistant Deputy Director)
- 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 review a matter or ask that a matter be placed on a future agenda.
- IV. Annual Selection of Board Chairman (Assistant Deputy Director)
- V. Review and Action on Abbreviated Minutes of July 25, 2019 meeting
- VI. Departmental Information – discussion only – *Standing Item*  
Topics for this meeting:
  - a. Staffing Update
  - b. Collaborative Meeting with Installers – scheduled February 5, 2020
- VII. Rule Change Proposal – review, discussion and possible action
- VIII. Financial Report – review, discussion – *Standing Item*
- IX. Announcements of future meeting dates and other information concerning the Board.
- X. 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 and Building Division 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).

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

Date: **Wednesday, October 21, 2020; 1:00 P.M.**

**Zoom Meeting**  
**Registration Link:**

<https://us02web.zoom.us/meeting/register/tZAsceGrqTgpG9LuXTJmrrZEi6A7p78NiXiv>

**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 review a matter or ask that a matter be placed on a future agenda.
- IV. Review and Action on Abbreviated Minutes of April 15, 2020 meeting
- V. Financial Report – review and discussion
- VI. Rule Change – review, discussion and possible action
  - a. Building Code and Panelized Construction Update
  - b. Installer License Scopes
- VII. Adjournment

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