

BOARD OF MANUFACTURED HOUSING

January 16, 2013



Arizona Department of Fire, Building and Life Safety

AGENDA



A G E N D A
BOARD OF MANUFACTURED HOUSING
Department of Fire, Building and Life Safety

Date: **Wednesday, January 16, 2013; 1:00 P.M.**
Department of Fire, Building and Life Safety
1110 West Washington, **Room 3100B (3rd 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, Room 3100B (3rd 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).

Those wishing to address the Board need not request permission in advance; however, the Board suggests that no more than three (3) people address the Board during the "Call to the Public" on any one issue. Pursuant to A.R.S. § 38-431.02(H), the Board can only take action on matters listed on the agenda. If appropriate, actions on public comment matters that are not listed on the agenda will be limited to directing staff to study the matter or schedule the matter for further discussion at a later date.

The agenda is subject to change up to 24 hours prior to the meeting. Please call **602-626-0431** or email Avde.Marquez@dfbls.az.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 Marquez at 602-626-0431 or email Avde.Marquez@dfbls.az.gov. Requests should be made as early as possible to allow time to arrange the accommodation.

1:00 P.M.

- I. Call to Order (Chairman)
- II. Roll Call (Secretary)
- III. Review and Action on Court Reporter Transcript and Abbreviated Minutes of October 17, 2012, meeting
- IV. Departmental Information – discussion only; no Board action required – *Standing Item*
(Discussion topics may include: personnel updates, procedural changes, action items from previous Board Meetings, and/or industry news)
- V. Financial Report – review, discussion, and possible action. – *Standing Item*
- VI. Fee Structure – review, discussion, and possible action – *Standing Item*
Fee revenue comparison FY12 to FY 13
- VII. Recovery Fund – review, discussion, and possible action – *Standing Item*
 - a. New format – Recovery Fund balance and pending claims update
 - b. Consumer Complaint Summary
 - c. Homeowner Information Bulletin – Used Home Sales
- VIII. Call to the Public
Public Comments (Consideration and discussion of comments and complaints from the public. Those wishing to address the Board need not request permission in advance. 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.)
- IX. Announcements of future meeting dates and other information concerning the Board.
- X. Adjournment

OCTOBER 17, 2012

ABBREVIATED

MINUTES



DRAFT

ARIZONA BOARD OF MANUFACTURED HOUSING

ABBREVIATED MINUTES

OCTOBER 17, 2012 BOARD MEETING

CALL TO ORDER

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

ROLL CALL

Board Members present: Chairman Samuel Baird, Arthur Chick, Paul DeSanctis, Terry Gleeson, Neal Haney, Joe Hart, Everette Hoyle and Zeek Ojeh.

Board Member absent: Troy Hyde

Department of Fire, Building and Life Safety Staff: Director Gene Palma; Deputy Director Debra Blake; Assistant Attorney General Mary Williams; Board Secretary Ayde Marquez; Licensing and Investigations Manager Donna Grant; Compliance Manager Holly Textor and Deputy Director Mary Ann Knight.

Public/Industry Members present: Ken Anderson, President Arizona Housing Association

APPROVAL OF JULY 18, 2012 BOARD MINUTES

Chairman Baird entertained a motion to accept the prior Board Meeting Minutes; Haney made motion to accept; motion seconded by Chick; and Board voted unanimously to accept.

DEPARTMENTAL INFORMATION

Personnel Updates: Deputy Director Blake ("Blake") reported that the Department recently hired Lon Clifton for the Installation Inspector position for the metropolitan Phoenix area. Clifton had previously worked with the Department with 18 years of experience as an Inspector and experience in performing verifications of consumer complaints for the Department. At this time, the Department has two positions available; one for an Inspector for the Tucson metropolitan area and the second one for Installation Manager. The Department currently does not have the funding available to hire those positions.

As requested in the prior Board Meeting by Board Member Hart, Blake provided a chart with a comparison for the volume of commercial modulars verses residential modulars. The Department indicates that there is a much higher rate for commercial modulars by 98 percent than residential modulars.

Blake informed all Board Members about the licensing search feature provided on the Department's website. This feature allows anyone to check the current status of a licensee by different criteria's such as license number, company name, qualifying party, license classification or can be filtered by a geographic location.

FINANCIAL REPORT

Blake presented the June, July and August 2012 financial reports. The June 2012 report is the last report for the 2012 fiscal year bringing the Department to a 92.7 percent proration. The goal for the Department is between 95 and 105.

DFBLS Action item: Board member Ojeh requested to include the actual dollar amount to the Revenue Breakdown, Year to Date Revenue Breakdown & Expenditure Breakdown chart.

RECOVERY FUND

Blake provided an update on the Recovery Fund balance of \$165,000 as of October 1st. The Department recently paid out \$101,000 bringing the Recovery fund a total balance of 64,000.

DFBLS Action item: Board member Ojeh requested to reformat the presentation of the Recovery Fund chart more similar to a cash flow accounting.

Blake presented information on the new escrow law and discussions that Department staff has had with Ken Anderson, President of Arizona Housing Association, Scot Butler, legal counsel for AHA, and questions that have been posed by dealer licensees. The two major topics have been: 1) construction loans and disbursements made by the lender to the dealer prior to consummation are still earnest monies and must be handled as such through the title company; and 2) a disconnect in information provided to the Board and Department staff that the new law excludes payments into the Recovery Fund except for used homes sold under \$50K. The discussion concluded that the slow payment of fees into the Recovery Fund may result in consumers needing to wait for payment on claims. The new escrow law was not intended to eliminate the need for the Recovery Fund and its intended purpose; rather, was to minimize/prevent a dealer from mishandling a consumer's monies.

There was some discussion on the Homeowner Information Bulletin for used homes sales. This Bulletin needs to capture information on whether the home is under \$50K or not to alert Department staff as to whether a Recovery Fund fee is required to be submitted by the licensee. However, since this topic was not included on the Agenda as a discussion item, either a separate telephonic meeting will be required or other actions taken to address the topic.

NOTICE OF PROPOSED RULE MAKING

Blake updated the Board that the Department's Five-Year Rule Review Report was reviewed and approved by the Governor's Council on Regulatory Review on October 2, 2012. The Five-Year Rule Review Report is a comprehensive review and analysis of each rule currently in effective as well as future plans for updating rules during the next five-year period. The Five-Year Rule Review will be due in 2017.

CALL TO PUBLIC

No public discussion.

NEXT BOARD MEETING DATE

Wednesday, January 16, 2013

ADJOURNMENT

The meeting was adjourned at 2:36 p.m.

MONTHLY FINANCIAL REPORTS



- **September 2012**
- **October 2012**
- **November 2012**

**DEPARTMENT OF FIRE, BUILDING, & LIFE SAFETY
MONTHLY SUMMARY REPORT**

SEPTEMBER 2012

	SEPTEMBER Reviews Completed	YTD	Prior YTD	Current Total Fees Generated	YTD	Prior YTD				
ENG. REPORT - FBB	51	120	126	\$10,502.00	\$31,229.00	\$17,588.00				
ENG. REPORT - MH	14	37	26	\$2,460.00	\$5,428.00	\$3,920.00				
PERMIT REPORT:	SEPTEMBER Permits Issued	YTD	Prior YTD	Current Total Fees Generated	YTD Fees Generated	Prior YTD Fees Generated				
M/H	44	144	127	\$13,200.00	\$43,200.00	\$15,621.00				
FBB	20	42	45	\$7,990.00	\$26,588.70	\$28,918.65				
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	On Site Commercial Inspections	On Site Residential Inspections		
M/H	9	37	10	14	\$4,942.63	\$ 17,645.25				
FBB	2	7	0	0	\$225.71	\$ 624.53	0	0		
INSIGNIA REPORT:	SEPTEMBER Insignias Issued	YTD	Prior YTD	Current Total Fees Generated	YTD	Prior YTD				
M/H	190	583	516	\$1,900.00	\$5,830.00	\$5,160.00				
FBB	20	125	361	\$1,020.00	\$6,375.00	\$18,411.00				
LICENSING REPORT:	SEPTEMBER New Licenses Issued	YTD	Current Total Licensees	Prior Year Total Licensees	Current Total Fees Generated	YTD				
MANUFACTURERS	1	3	67	64	\$864.00	\$2,592.00				
DEALERS	0	2	237	248	\$0.00	\$1,132.00				
SALES PERSONS	9	36	587	614	\$1,854.00	\$7,416.00				
INSTALLERS	0	0	98	107	\$0.00	\$0.00				
RENEWAL LICENSING REPORT: <small>includes late renewals</small>	SEPTEMBER Renewal Licenses Issued	YTD	Current Total Fees Generated	YTD						
MANUFACTURERS	5	13	\$2,515.00	\$6,619.00						
DEALERS	20	43	\$6,602.50	\$14,016.75						
SALES PERSONS	30	102	\$3,244.50	\$11,304.25						
INSTALLERS	6	19	\$1,904.50	\$5,775.50						
	OMH APPROVED FEES	HUD REVENUE	CURRENT REVENUE DEPOSITS	YTD REVENUE	PRIOR YTD REVENUE	CURRENT EXPENDITURES	YTD EXPENDITURES	PRIOR YTD	ESTIMATED ANNUAL REVENUE	ESTIMATED ANNUAL EXPENDITURES
EXPENSE & REVENUE REPORT:	\$59,224.84	\$11,605.81	\$70,830.65	\$166,163.99	\$137,743.59	\$7,141.22	\$169,420.71	\$120,697.68	\$664,655.96	\$677,682.84
Consumer Recovery Fund	Monthly Deposit	Monthly Claims Paid	Monthly Interest Earned	Fund Balance						
	\$ 8,930.00	\$ -	\$0.07	\$ 166,289.65						
Educational Grants	Education Fund Balance Forward from prior FY	75% of Prior Year's Recovery Fund Interest	Education Fund Balance Available for Grants	Checks Issued for Grants	Remaining Balance of Education Fund			Educational Grants	Prior Year Interest	
FY 08	\$ 2,550.00	\$ 11,759.25	\$ 14,309.25	\$ 13,000.00	\$ 1,309.25			FY 08	\$ 15,679.00	
FY 09	\$ 1,309.25	\$ 11,129.25	\$ 12,438.50	\$ 5,000.00	\$ 7,438.50			FY 09	\$ 14,839.00	
FY 10	\$ 7,438.50	\$ 13,735.50	\$ 21,174.00	\$ -	\$ 21,174.00			FY 10	\$ 18,314.00	
FY 11	\$ 21,174.00	\$ 242,924.25	\$ 264,098.25	\$ -	\$ 264,098.25			FY 11	\$ 323,899.00	
FY 12	\$ 264,098.25	\$ 3,414.00	\$ 267,512.25	\$ -	\$ 267,512.25			FY 12	\$ 4,552.00	
FY 13	\$ 267,512.25	NA	NA	NA	NA			FY 13	NA	

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

SEPTEMBER 2012

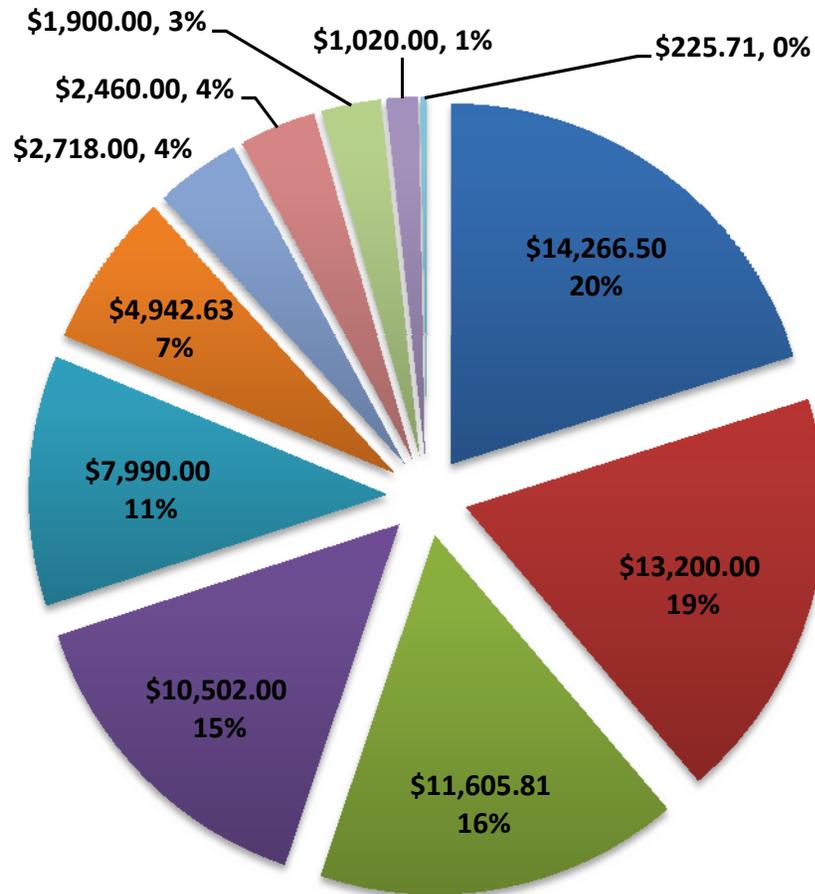
PRODUCTION REPORT:	Single	Double	Triple	Quad	Five	Inspection Visits	Violations Cited
# of Homes Labeled	14	83	2	0	0	9	10
PRODUCTION TREND:	2012	2011	2010	2009	2008	2007	2006
January	112	99	81	126	286	374	723
February	111	80	87	112	281	349	739
March	115	107	106	119	290	389	825
April	117	86	99	108	321	354	595
May	135	108	108	116	304	400	740
June	130	123	126	124	254	419	762
July	109	78	117	102	243	334	486
August	140	110	108	118	275	397	663
September	99	90	123	135	247	308	490
October		90	90	146	251	342	522
November		110	92	119	184	312	463
December		115	88	100	147	241	377

AUDITS:	With Violations	With Out Violations	Unlicensed Activity Investigations
Trust Account Audits	4	1	0
COMPLAINTS:	Current	YTD	Prior
New Received	3	10	13
Closed/Reopened	0	1	2
Closed for the Month	2	9	21

13 open/active complaints

Insignias Reported As Affixed	MBL/MFG Homes 2012	MBL/MFG Homes 2011	MBL/MFG Homes 2010		FBB Units 2012	FBB Units 2011	FBB Units 2010
January	131	105	227		78	34	10
February	129	135	147		48	65	29
March	164	126	142		55	32	65
April	174	198	201		70	59	45
May	171	152	175		82	54	8
June	185	158	219		50	91	26
July	206	167	172		62	145	14
August	174	175	188		33	34	32
September	169	159	169		62	54	43
October		142	190			105	57
November		142	173			38	18
December		38	155			152	45

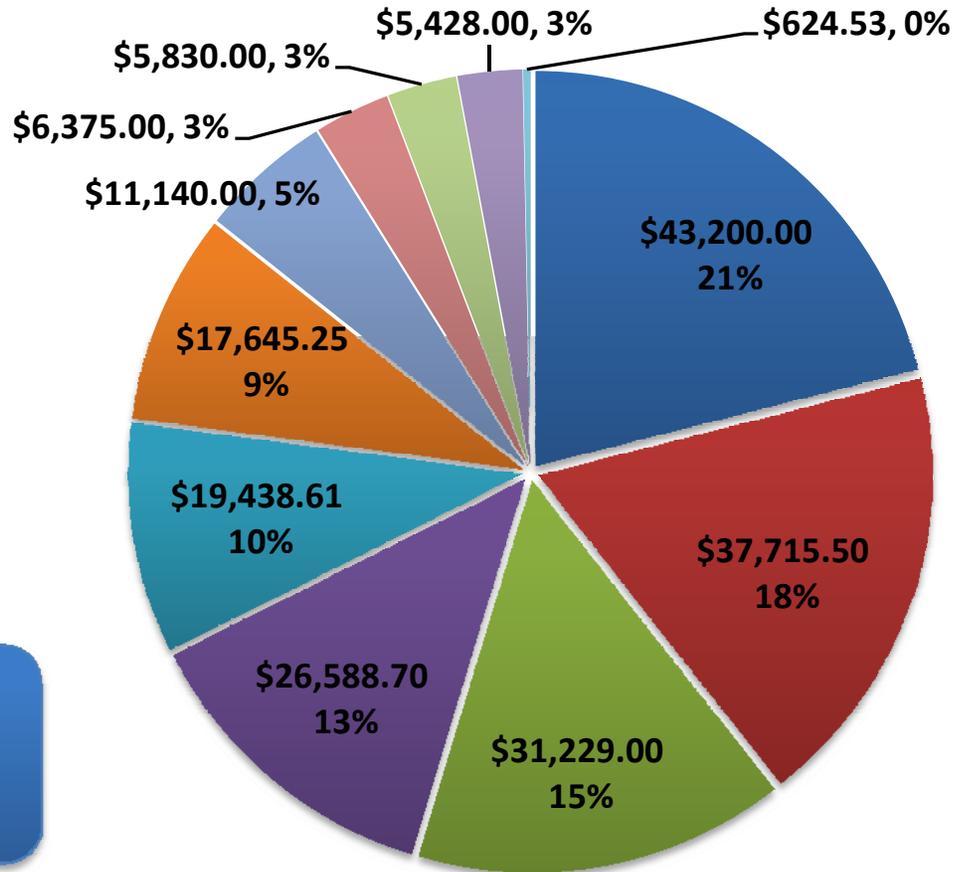
SEPTEMBER 2012 REVENUE BREAKDOWN



Rounded to nearest whole percentage

- RENEWED LICENSES
- MH PERMITS
- HUD PAYMENTS
- FBB PLAN REVIEW
- FBB PERMITS
- MH INSPECTIONS
- NEW LICENSES
- MH PLAN REVIEW
- MH INSIGNIAS
- FBB INSIGNIAS
- FBB INSPECTIONS

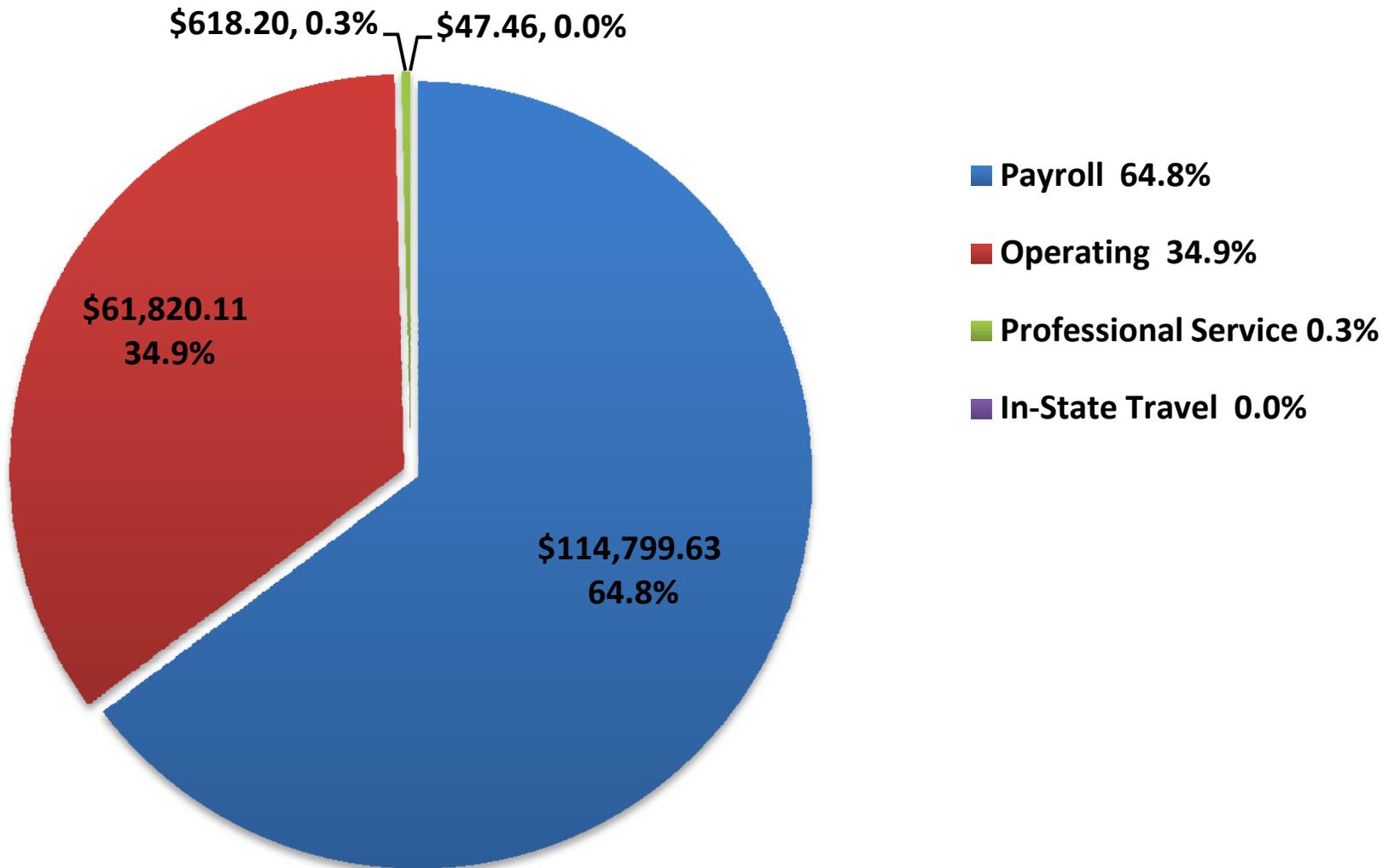
FY13 YTD REVENUE BREAKDOWN as of SEPTEMBER



- MH PERMITS
- RENEWED LICENSES
- FBB PLAN REVIEW
- FBB PERMITS
- HUD PAYMENTS
- MH INSPECTIONS
- NEW LICENSES
- FBB INSIGNIAS
- MH INSIGNIAS
- MH PLAN REVIEW
- FBB INSPECTIONS

Rounded to nearest whole percentage

SEPTEMBER 2012 EXPENDITURE BREAKDOWN



Ayde Marquez

From: Ayde Marquez
Sent: Tuesday, October 23, 2012 4:26 PM
To: 'sam.baird@clayton.net'; 'artjean2002@yahoo.com'; 'alspecialists@msn.com'; 'GLEESONMHS@aol.com'; 'neal@nthpropmgt.com'; 'jhart@modularsolutionsltd.com'; 'Everette Hoyle'; 'troyhyde@troyhyde.com'; 'Zee Ko'
Cc: Gene Palma; Debra Blake
Subject: New Business License Issued September 2012
Attachments: September 2012_New Business Lic. Issued.pdf

SEPTEMBER 2012 – New Licensees

LICENSE TYPE	SEPTEMBER 2012 NEW	CURRENT TOTAL LICENSEES – all classes
Manufacturer	1	67
Dealer	0	237
Installer	0	98

NEW MANUFACTURER

Pac-Van Inc. dba Camelback Containers 8526 M-9A 9/18/2012

CLASSIFICATION DESCRIPTIONS

M-9A Manufacturer of Factory Built Buildings (Modulars)

Have a wonderful afternoon.

Ayde Marquez

Manufactured Housing Project Specialist
Department of Fire, Building and Life Safety
Office of Manufactured Housing
Office: 602-364-1067
Cell: 602-626-0431

www.dfbls.az.gov

Department of Fire, Building and Life Safety
1110 West Washington, Suite 100 Phoenix, AZ 85007 (602) 364-1003

License Information

Memorandum -Licensee Change Notice

10/23/2012 4:21:29 PM

Routing:				
<input type="checkbox"/> (ALL)	<input type="checkbox"/> (Dealer)	<input type="checkbox"/> (Manufacturer)	<input type="checkbox"/> (Installer)	<input type="checkbox"/> (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: 8526 **Class:** M-9A **Type:** M **IO:** I IN STATE

Date: 9/18/2012 **Renew Month:** SEP **Renew Day:** 17

Status: V VALID **Action Type:** E NEW LICENSE **Action Date:** 9/18/2012

Action Comment:

Company Name: Camelback Container Services
Pac-Van Inc. dba

Reference:

Phone: 602-340-0300 **FAX:** 602-340-0331

Address: 2420 S. 16th Ave.

City: Phoenix

State: AZ **Zip:** 85007

County: H MARICOPA

Address 2: 9155 Harrison Park Ct.

City 2: Indianapolis

State 2: IN **Zip 2:** 46216

County 2: 0 OUT-OF-STATE

Corporation: Corporation

Fee: \$0.00

Qualifying Party:

Last Name: Ciszek

Phone: 602-340-0300

First Name: Linda

Middle Name: J

FAX: 602-340-0331

Bond Status: V VALID

Bond: 1902485

Bond Surety: The Hanover Insurance Company

Bond Amount: \$10,000.00

Comments:

License issued 9/18/12(dg).

BranchSubReport:

**DEPARTMENT OF FIRE, BUILDING, & LIFE SAFETY
MONTHLY SUMMARY REPORT**

OCTOBER 2012

	OCTOBER Reviews Completed	YTD	Prior YTD	Current Total Fees Generated	YTD	Prior YTD				
ENG. REPORT - FBB	54	176	178	\$9,649.00	\$41,146.00	\$25,701.00				
ENG. REPORT - MH	25	62	37	\$2,577.00	\$8,005.00	\$5,256.50				
PERMIT REPORT:	OCTOBER Permits Issued	YTD	Prior YTD	Current Total Fees Generated	YTD Fees Generated	Prior YTD Fees Generated				
M/H	82	226	181	\$24,600.00	\$67,800.00	\$22,263.00				
FBB	30	72	82	\$11,780.00	\$38,368.70	\$44,094.55				
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	On Site Commercial Inspections	On Site Residential Inspections		
M/H	14	51	6	16	\$5,382.09	\$ 23,027.34				
FBB	5	12	0	0	\$339.05	\$ 961.58	0	0		
INSIGNIA REPORT:	OCTOBER Insignias Issued	YTD	Prior YTD	Current Total Fees Generated	YTD	Prior YTD				
M/H	311	894	703	\$3,110.00	\$8,940.00	\$7,030.00				
FBB	51	176	436	\$2,601.00	\$8,976.00	\$22,236.00				
LICENSING REPORT:	OCTOBER New Licenses Issued	YTD	Current Total Licensees	Prior Year Total Licensees	Current Total Fees Generated	YTD				
MANUFACTURERS	0	3	66	63	\$0.00	\$2,592.00				
DEALERS	6	8	238	247	\$3,292.00	\$4,424.00				
SALES PERSONS	17	53	589	613	\$3,502.00	\$10,918.00				
INSTALLERS	2	2	99	111	\$1,482.00	\$1,482.00				
RENEWAL LICENSING REPORT: <small>includes late renewals</small>	OCTOBER Renewal Licenses Issued	YTD	Current Total Fees Generated	YTD						
MANUFACTURERS	4	17	\$1,728.00	\$8,347.00						
DEALERS	13	56	\$4,552.50	\$18,569.25						
SALES PERSONS	42	144	\$4,789.50	\$16,093.75						
INSTALLERS	4	23	\$1,018.00	\$6,793.50						
EXPENSE & REVENUE REPORT:	OMH APPROVED FEES	HUD REVENUE	CURRENT REVENUE DEPOSITS	YTD REVENUE	PRIOR YTD REVENUE	CURRENT EXPENDITURES	YTD EXPENDITURES	PRIOR YTD	ESTIMATED ANNUAL REVENUE	ESTIMATED ANNUAL EXPENDITURES
	\$80,402.14	\$11,849.65	\$92,251.79	\$227,944.12	\$189,252.41	\$152,489.17	\$321,909.88	\$229,190.70	\$683,832.36	\$965,729.64
Consumer Recovery Fund	Monthly Deposit	Monthly Claims Paid	Monthly Interest Earned	Fund Balance						
	\$ 7,392.00	\$ 101,086.00	\$0.07	\$ 72,595.70						
Educational Grants	Education Fund Balance Forward from prior FY	75% of Prior Year's Recovery Fund Interest	Education Fund Balance Available for Grants	Checks Issued for Grants	Remaining Balance of Education Fund			Educational Grants	Prior Year Interest	
FY 08	\$ 2,550.00	\$ 11,759.25	\$ 14,309.25	\$ 13,000.00	\$ 1,309.25			FY 08	\$ 15,679.00	
FY 09	\$ 1,309.25	\$ 11,129.25	\$ 12,438.50	\$ 5,000.00	\$ 7,438.50			FY 09	\$ 14,839.00	
FY 10	\$ 7,438.50	\$ 13,735.50	\$ 21,174.00	\$ -	\$ 21,174.00			FY 10	\$ 18,314.00	
FY 11	\$ 21,174.00	\$ 242,924.25	\$ 264,098.25	\$ -	\$ 264,098.25			FY 11	\$ 323,899.00	
FY 12	\$ 264,098.25	\$ 3,414.00	\$ 267,512.25	\$ -	\$ 267,512.25			FY 12	\$ 4,552.00	
FY 13	\$ 267,512.25	NA	NA	NA	NA			FY 13	NA	

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

OCTOBER 2012

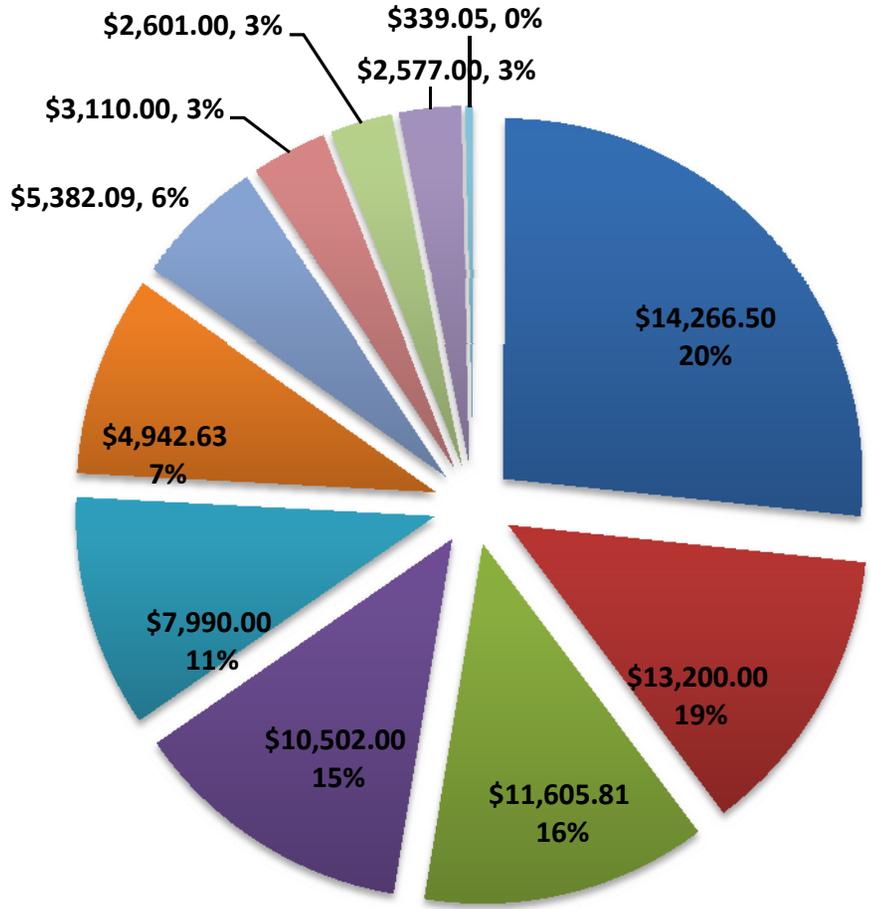
PRODUCTION REPORT:	Single	Double	Triple	Quad	Five	Inspection Visits	Violations Cited
# of Homes Labeled	49	92	4	0	0	13	6
PRODUCTION TREND:	2012	2011	2010	2009	2008	2007	2006
January	112	99	81	126	286	374	723
February	111	80	87	112	281	349	739
March	115	107	106	119	290	389	825
April	117	86	99	108	321	354	595
May	135	108	108	116	304	400	740
June	130	123	126	124	254	419	762
July	109	78	117	102	243	334	486
August	140	110	108	118	275	397	663
September	99	90	123	135	247	308	490
October	145	90	90	146	251	342	522
November		110	92	119	184	312	463
December		115	88	100	147	241	377

AUDITS:	With Violations	With Out Violations	Unlicensed Activity Investigations
Trust Account Audits	10	0	1
COMPLAINTS:	Current	YTD	Prior
New Received	7	17	18
Closed/Reopened	0	1	3
Closed for the Month	1	10	25

19 open/active complaints

Insignias Reported As Affixed	MBL/MFG Homes 2012	MBL/MFG Homes 2011	MBL/MFG Homes 2010		FBB Units 2012	FBB Units 2011	FBB Units 2010
January	131	105	227		78	34	10
February	129	135	147		48	65	29
March	164	126	142		55	32	65
April	174	198	201		70	59	45
May	171	152	175		82	54	8
June	185	158	219		50	91	26
July	206	167	172		62	145	14
August	174	175	188		33	34	32
September	169	159	169		62	54	43
October	196	142	190		47	105	57
November		142	173			38	18
December		38	155			152	45

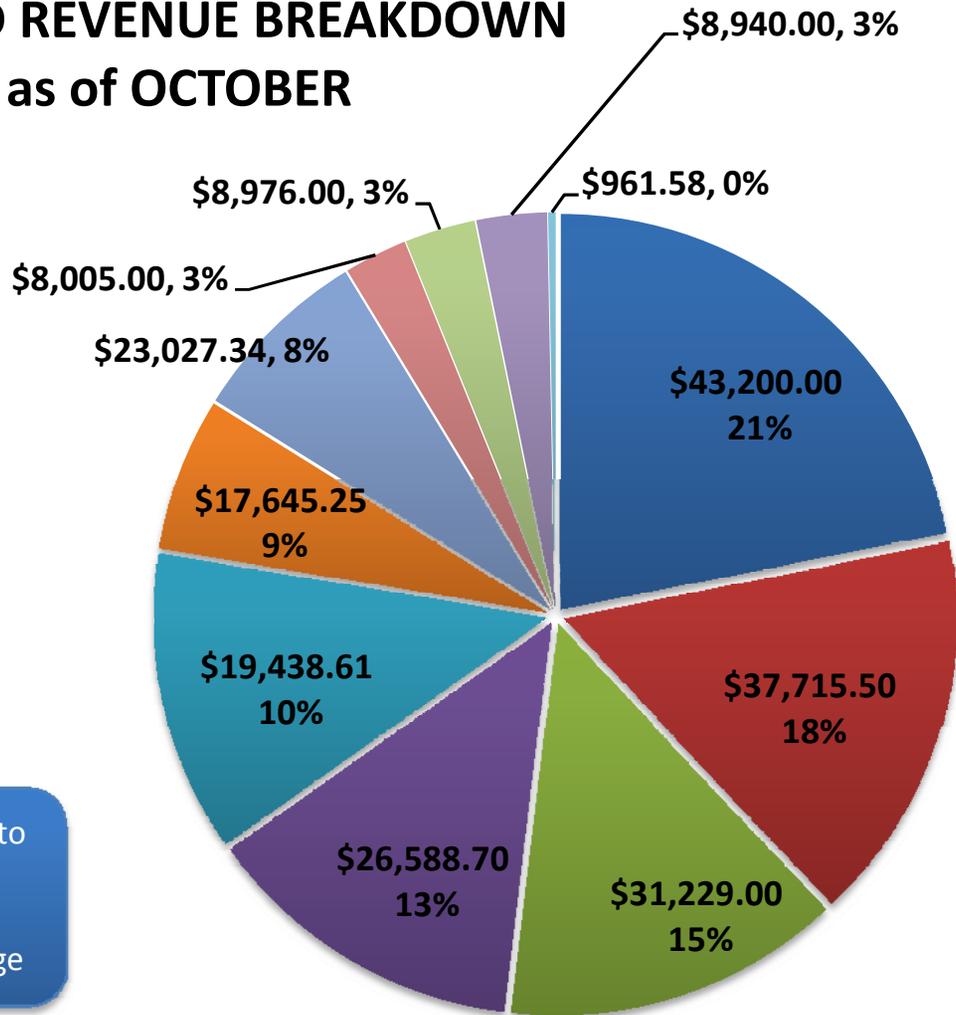
OCTOBER 2012 REVENUE BREAKDOWN



- MH PERMITS
- RENEWED LICENSES
- HUD PAYMENTS
- FBB PERMITS
- FBB PLAN REVIEW
- NEW LICENSES
- MH INSPECTIONS
- MH INSIGNIAS
- FBB INSIGNIAS
- MH PLAN REVIEW
- FBB INSPECTIONS

Rounded to nearest whole percentage

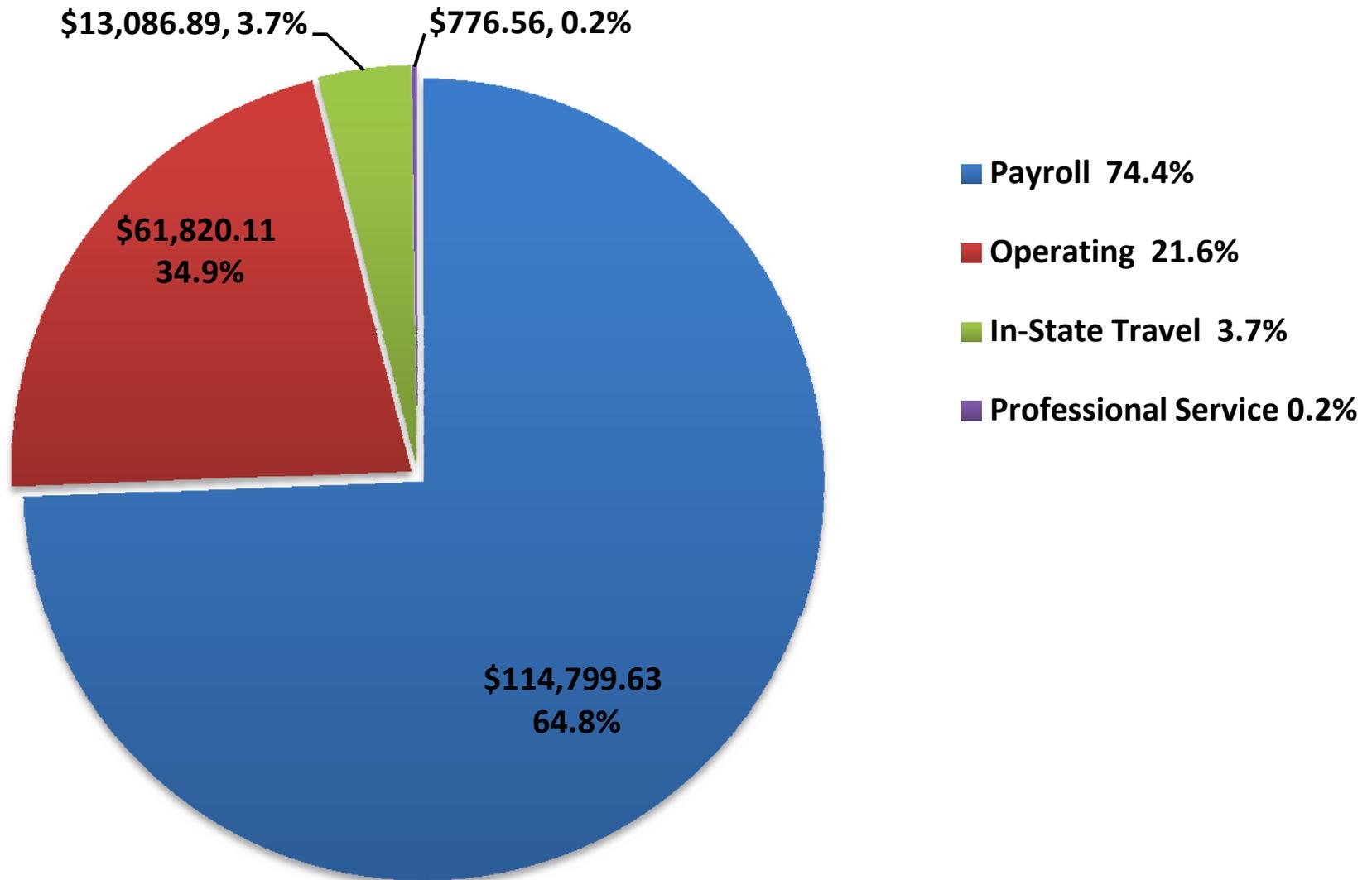
FY13 YTD REVENUE BREAKDOWN as of OCTOBER



- MH PERMITS
- RENEWED LICENSES
- HUD PAYMENTS
- FBB PLAN REVIEW
- FBB PERMITS
- NEW LICENSES
- MH INSPECTIONS
- MH PLAN REVIEW
- FBB INSIGNIAS
- MH INSIGNIAS
- FBB INSPECTIONS

Rounded to nearest whole percentage

OCTOBER 2012 EXPENDITURE BREAKDOWN



Ayde Marquez

From: Ayde Marquez
Sent: Monday, November 19, 2012 2:40 PM
To: 'sam.baird@clayton.net'; 'artjean2002@yahoo.com'; 'alspecialists@msn.com'; 'GLEESONMHS@aol.com'; 'neal@nthpropmgt.com'; 'jhart@modularsolutionsltd.com'; 'Everette Hoyle'; 'troyhyde@troyhyde.com'
Cc: Gene Palma; Debra Blake
Subject: New Business License Issued October 2012
Attachments: October 2012_New Business Lic. Issued.pdf

October 2012 – New Licensees

LICENSE TYPE	OCTOBER 2012 NEW	CURRENT TOTAL LICENSEES – all classes
Manufacturer	0	66
Dealer	6	238
Installer	2	99

NEW DEALER

Cardinal Arizona Home Sales	8528	D-8B	10/09/2012
Ki's Mobil Homes	8529	D-8B	10/17/2012
Goldleaf Homes LLC dba Sundance Homes, LLC	8531	D-8	10/23/2012
Susan Stanton	8532	D8B	10/24/2012
Blueprint Investments LLC	8533	D8	10/25/2012
Robbco LLC	8534	D-12	10/30/2012

NEW INSTALLER

Big Dawgs Mobile Transport	8527	I-10G	10/03/2012
Crestview Estates Mobile Home Park	8530	I-10G	10/22/2012

CLASSIFICATION DESCRIPTIONS

D-8 Retailer of Mobile/Manufactured Homes (can buy and sell new or used mobile/manufactured homes but cannot buy or sell new modular's)

D-8B Broker of Mobile/Manufactured Homes (can list and sell used mobile/manufactured homes but cannot sell new homes or buy homes/own inventory)

D-12 Master (Includes D-8, D-8B, and D-10 license scopes)

I-10G Master Installer of Manufactured Homes, Mobile Homes or Residential, Single-Family Factory Built Buildings

Have a wonderful week.

Ayde Marquez

Manufactured Housing Project Specialist
Department of Fire, Building and Life Safety
Office of Manufactured Housing
Office: 602-364-1067
Cell: 602-626-0431

Department of Fire, Building and Life Safety
1110 West Washington, Suite 100 Phoenix, AZ 85007 (602) 364-1003

License Information

Memorandum -Licensee Change Notice

11/19/2012 12:47:07 PM

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: 8528 **Class:** D-8B **Type:** D **IO:** I IN STATE

Date: 10/9/2012 **Renew Month:** OCT **Renew Day:** 08

Status: V VALID **Action Type:** E NEW LICENSE **Action Date:** 10/9/2012

Action Comment:

Company Name: Cardinal Arizona Home Sales

Reference:

Phone: 928-201-0267 **FAX:**

Address: 3767 Hwy. 95

City: Bullhead City

State: AZ **Zip:** 86442

County: I MOHAVE

Address 2: 2350 Adobe Rd., #83

City 2: Bullhead City

State 2: AZ **Zip 2:** 86442

County 2: I MOHAVE

Corporation: Individual

Fee: \$0.00

Qualifying Party:

Last Name: Briesemeister

Phone: 928-201-0267

First Name: Lois

Middle Name: D

FAX:

Bond Status: E EXEMPT

Bond:

Bond Surety:

Bond Amount: \$0.00

Comments:

License issued 10/9/12(dg).

BranchSubReport:

Department of Fire, Building and Life Safety
1110 West Washington, Suite 100 Phoenix, AZ 85007 (602) 364-1003

License Information

Memorandum -Licensee Change Notice

11/19/2012 12:49:55 PM

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: 8529 **Class:** D-8B **Type:** D **IO:** I IN STATE

Date: 10/17/2012 **Renew Month:** OCT **Renew Day:** 16

Status: V VALID **Action Type:** E NEW LICENSE **Action Date:** 10/17/2012

Action Comment:

Company Name: Ki's Mobil Homes

Reference:

Phone: 480-276-8542 **FAX:**

Address: 4605 S. Priest Dr.

City: Tempe

State: AZ **Zip:** 85282

County: H MARICOPA

Address 2: 4605 S. Priest Dr.

City 2: Tempe

State 2: AZ **Zip 2:** 85282

County 2: H MARICOPA

Corporation: Individual

Fee: \$0.00

Qualifying Party:

Last Name: Chang

Phone: 480-276-8542

First Name: Kichul

Middle Name:

FAX:

Bond Status: E EXEMPT

Bond:

Bond Surety:

Bond Amount: \$0.00

Comments:

License issued 10/17/12(dg).

BranchSubReport:

Department of Fire, Building and Life Safety
1110 West Washington, Suite 100 Phoenix, AZ 85007 (602) 364-1003

License Information

Memorandum -Licensee Change Notice

11/19/2012 2:00:20 PM

Routing:				
<input type="checkbox"/> (ALL)	<input type="checkbox"/> (Dealer)	<input type="checkbox"/> (Manufacturer)	<input type="checkbox"/> (Installer)	<input type="checkbox"/> (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: 8531 **Class:** D-8 **Type:** D **IO:** O OUT OF STATE

Date: 10/23/2012 **Renew Month:** OCT **Renew Day:** 22

Status: V VALID **Action Type:** E NEW LICENSE **Action Date:** 12 8:04:20 AM

Action Comment:

Company Name: Sundance Homes LLC (FN)
Goldleaf Homes LLC dba

Reference:

Phone: 801-705-5946x718C

FAX:

Address: 4626 North 300 West, Ste. 100

City: Provo

State: UT **Zip:** 84604

County: 0 OUT-OF-STATE

Address 2: 4626 North 300 West, Ste. 100

City 2: Provo

State 2: UT **Zip 2:** 84604

County 2: 0 OUT-OF-STATE

Corporation: LLC

Fee: \$0.00

Qualifying Party:

Last Name: Beeson

Phone: 801-705-5946x718C

First Name: Benjamin

Middle Name: T

FAX:

Bond Status: V VALID

Bond: AZ 408305

Bond Surety: Merchants Bonding Company (Mutual)

Bond Amount: \$25,000.00

Comments:

License with branch #1 issued 10/23/12(dg).

BranchSubReport:

Department of Fire, Building and Life Safety
1110 West Washington, Suite 100 Phoenix, AZ 85007 (602) 364-1003

License Information

Memorandum -Licensee Change Notice

11/19/2012 2:30:04 PM

Routing:				
<input type="checkbox"/> (ALL)	<input type="checkbox"/> (Dealer)	<input type="checkbox"/> (Manufacturer)	<input type="checkbox"/> (Installer)	<input type="checkbox"/> (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: 8532 **Class:** D-8B **Type:** D **IO:** I IN STATE

Date: 10/24/2012 **Renew Month:** OCT **Renew Day:** 23

Status: V VALID **Action Type:** E NEW LICENSE **Action Date:** 10/24/2012

Action Comment:

Company Name: Susan Stanton

Reference:

Phone: 928-592-2631

FAX:

Address: 1471 Peaks View Dr.

City: Clarkdale

State: AZ **Zip:** 86324

County: N YAVAPAI

Address 2: 1471 Peaks View Dr.

City 2: Clarkdale

State 2: AZ **Zip 2:** 86324

County 2: N YAVAPAI

Corporation: Individual

Fee: \$0.00

Qualifying Party:

Last Name: Stanton

Phone: 928-592-2631

First Name: Susan

Middle Name: L

FAX:

Bond Status: E EXEMPT

Bond:

Bond Surety:

Bond Amount: \$0.00

Comments:

License issued 10/24/12(dg).

BranchSubReport:

Department of Fire, Building and Life Safety
1110 West Washington, Suite 100 Phoenix, AZ 85007 (602) 364-1003

License Information

Memorandum -Licensee Change Notice

11/19/2012 2:03:30 PM

Routing:				
<input type="checkbox"/> (ALL)	<input type="checkbox"/> (Dealer)	<input type="checkbox"/> (Manufacturer)	<input type="checkbox"/> (Installer)	<input type="checkbox"/> (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: 8533 **Class:** D-8 **Type:** D **IO:** I IN STATE

Date: 10/25/2012 **Renew Month:** OCT **Renew Day:** 24

Status: V VALID **Action Type:** E NEW LICENSE **Action Date:** 10/25/2012

Action Comment:

Company Name: Blueprint Investments LLC

Reference:

jonathan.negretti@gmail.com

Phone: 480-703-6011 **FAX:**

Address: 4535 E. Amberwood Dr.

City: Phoenix

State: AZ **Zip:** 85048

County: H MARICOPA

Address 2: 4535 E. Amberwood Dr.

City 2: Phoenix

State 2: AZ **Zip 2:** 85048

County 2: H MARICOPA

Corporation: LLC

Fee: \$0.00

Qualifying Party:

Last Name: Negretti

Phone: 480-703-6011

First Name: Jonathan

Middle Name:

FAX:

Bond Status: V VALID

Bond: 105848772

Bond Surety: Travelers Casualty and Surety Company of America

Bond Amount: \$25,000.00

Comments:

License issued 10/25/12(dg).

BranchSubReport:

Department of Fire, Building and Life Safety
1110 West Washington, Suite 100 Phoenix, AZ 85007 (602) 364-1003

License Information

Memorandum -Licensee Change Notice

11/19/2012 2:05:24 PM

Routing:				
<input type="checkbox"/> (ALL)	<input type="checkbox"/> (Dealer)	<input type="checkbox"/> (Manufacturer)	<input type="checkbox"/> (Installer)	<input type="checkbox"/> (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: 8534 **Class:** D-12 **Type:** D **IO:** I IN STATE

Date: 10/30/2012 **Renew Month:** OCT **Renew Day:** 29

Status: V VALID **Action Type:** E NEW LICENSE **Action Date:** 11/19/2012 10:44:51 AM

Action Comment:

Company Name: Robbco LLC

Reference:

Phone: 928-635-5933

FAX:

Address: 593 S. Carol Dr.

City: Williams

State: AZ **Zip:** 86046

County: C COCONINO

Address 2: 593 S. Carol Dr.

City 2: Williams

State 2: AZ **Zip 2:** 86046

County 2: C COCONINO

Corporation: LLC

Fee: \$0.00

Qualifying Party:

Last Name: Baldosky

Phone: 928-635-5933

First Name: Jamie

Middle Name: L

FAX:

Bond Status: V VALID

Bond: LSM0444800

Bond Surety: RLI Insurance Company

Bond Amount: \$25,000.00

Comments:

License issued 10/30/12(dg).

BranchSubReport:

Department of Fire, Building and Life Safety
1110 West Washington, Suite 100 Phoenix, AZ 85007 (602) 364-1003

License Information

Memorandum -Licensee Change Notice

11/19/2012 2:20:21 PM

Routing:				
<input type="checkbox"/> (ALL)	<input type="checkbox"/> (Dealer)	<input type="checkbox"/> (Manufacturer)	<input type="checkbox"/> (Installer)	<input type="checkbox"/> (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: 8527 **Class:** I-10G **Type:** I **IO:** I IN STATE

Date: 10/3/2012 **Renew Month:** OCT **Renew Day:** 02

Status: V VALID **Action Type:** E NEW LICENSE **Action Date:** 10/3/2012

Action Comment:

Company Name: Big Dawgs Mobile Transport

Reference:

Phone: 520-616-8900

FAX:

Address: 11990 W. Desert Wren

City: Tucson

State: AZ **Zip:** 85743

County: K PIMA

Address 2: 11990 W. Desert Wren

City 2: Tucson

State 2: AZ **Zip 2:** 85743

County 2: K PIMA

Corporation: Individual

Fee: \$0.00

Qualifying Party:

Last Name: Browning

Phone: 520-616-8900

First Name: Mark

Middle Name: A

FAX:

Bond Status: V VALID

Bond: LSM0436924

Bond Surety: RLI Insurance Company

Bond Amount: \$5,000.00

Comments:

License issued 10/3/12(dg).

BranchSubReport:

Department of Fire, Building and Life Safety
1110 West Washington, Suite 100 Phoenix, AZ 85007 (602) 364-1003

License Information

Memorandum -Licensee Change Notice

11/19/2012 2:25:21 PM

Routing:				
<input type="checkbox"/> (ALL)	<input type="checkbox"/> (Dealer)	<input type="checkbox"/> (Manufacturer)	<input type="checkbox"/> (Installer)	<input type="checkbox"/> (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: 8530 **Class:** I-10G **Type:** I **IO:** I IN STATE

Date: 10/22/2012 **Renew Month:** OCT **Renew Day:** 21

Status: V VALID **Action Type:** E NEW LICENSE **Action Date:** 10/22/2012

Action Comment:

Company Name: Crestview Estates Mobile Home Park
Earl D. Power dba

Reference:
bobdanpow@gmail.com

Phone: 520-508-2406 **FAX:**

Address: 400 Santa Cruz Dr. **State:** AZ **Zip:** 85603
City: Bisbee
County: B COCHISE

Address 2: P.O. Box 4127 **State 2:** AZ **Zip 2:** 85603
City 2: Bisbee
County 2: B COCHISE

Corporation: Individual **Fee:** \$0.00

Qualifying Party:

Last Name: Power **Phone:** 520-508-2406
First Name: Earl **Middle Name:** D **FAX:**

Bond Status: V VALID

Bond: LSM0445976

Bond Surety: RLI Insurance Company

Bond Amount: \$5,000.00

Comments:

License issued 10/22/12(dg).

BranchSubReport:

**DEPARTMENT OF FIRE, BUILDING, & LIFE SAFETY
MONTHLY SUMMARY REPORT**

NOVEMBER 2012

	NOVEMBER Reviews Completed	YTD	Prior YTD	Current Total Fees Generated	YTD	Prior YTD				
ENG. REPORT - FBB	45	221	208	\$6,556.00	\$47,702.00	\$29,963.00				
ENG. REPORT - MH	12	74	54	\$2,543.00	\$10,548.00	\$7,136.00				
PERMIT REPORT:	NOVEMBER Permits Issued	YTD	Prior YTD	Current Total Fees Generated	YTD Fees Generated	Prior YTD Fees Generated				
M/H	33	259	232	\$9,900.00	\$77,700.00	\$28,536.00				
FBB	14	86	92	\$6,876.00	\$45,244.70	\$47,674.55				
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	On Site Commercial Inspections	On Site Residential Inspections		
M/H	8	59	13	24	\$4,628.62	\$ 27,655.96				
FBB	3	15	0	0	\$250.90	\$ 1,212.48	0	0		
INSIGNIA REPORT:	NOVEMBER Insignias Issued	YTD	Prior YTD	Current Total Fees Generated	YTD	Prior YTD				
M/H	195	1089	903	\$1,950.00	\$10,890.00	\$9,030.00				
FBB	10	186	494	\$510.00	\$9,486.00	\$25,194.00				
LICENSING REPORT:	NOVEMBER New Licenses Issued	YTD	Current Total Licensees	Prior Year Total Licensees	Current Total Fees Generated	YTD				
MANUFACTURERS	0	3	65	61	\$0.00	\$2,592.00				
DEALERS	2	10	236	240	\$1,430.00	\$5,854.00				
SALES PERSONS	10	63	586	605	\$2,060.00	\$12,978.00				
INSTALLERS	0	2	98	110	\$0.00	\$1,482.00				
RENEWAL LICENSING REPORT: <small>includes late renewals</small>	NOVEMBER Renewal Licenses Issued	YTD	Current Total Fees Generated	YTD						
MANUFACTURERS	3	20	\$1,512.00	\$9,859.00						
DEALERS	18	74	\$6,377.25	\$24,946.50						
SALES PERSONS	41	185	\$4,609.25	\$20,703.00						
INSTALLERS	5	28	\$1,342.00	\$8,135.50						
EXPENSE & REVENUE REPORT:	OMH APPROVED FEES	HUD REVENUE	CURRENT REVENUE DEPOSITS	YTD REVENUE	PRIOR YTD REVENUE	CURRENT EXPENDITURES	YTD EXPENDITURES	PRIOR YTD	ESTIMATED ANNUAL REVENUE	ESTIMATED ANNUAL EXPENDITURES
	\$50,545.02	\$13,846.57	\$64,391.59	\$270,311.62	\$229,102.06	\$4,766.11	\$326,675.99	\$286,926.47	\$648,747.89	\$784,022.38
Consumer Recovery Fund	Monthly Deposit	Monthly Claims Paid	Monthly Interest Earned	Fund Balance						
	\$ 8,339.00	\$ -	\$0.04	\$ 80,934.74						
Educational Grants	Education Fund Balance Forward from prior FY	75% of Prior Year's Recovery Fund Interest	Education Fund Balance Available for Grants	Checks Issued for Grants	Remaining Balance of Education Fund			Educational Grants	Prior Year Interest	
FY 08	\$ 2,550.00	\$ 11,759.25	\$ 14,309.25	\$ 13,000.00	\$ 1,309.25			FY 08	\$ 15,679.00	
FY 09	\$ 1,309.25	\$ 11,129.25	\$ 12,438.50	\$ 5,000.00	\$ 7,438.50			FY 09	\$ 14,839.00	
FY 10	\$ 7,438.50	\$ 13,735.50	\$ 21,174.00	\$ -	\$ 21,174.00			FY 10	\$ 18,314.00	
FY 11	\$ 21,174.00	\$ 242,924.25	\$ 264,098.25	\$ -	\$ 264,098.25			FY 11	\$ 323,899.00	
FY 12	\$ 264,098.25	\$ 3,414.00	\$ 267,512.25	\$ -	\$ 267,512.25			FY 12	\$ 4,552.00	
FY 13	\$ 267,512.25	NA	NA	NA	NA			FY 13	NA	

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

NOVEMBER 2012

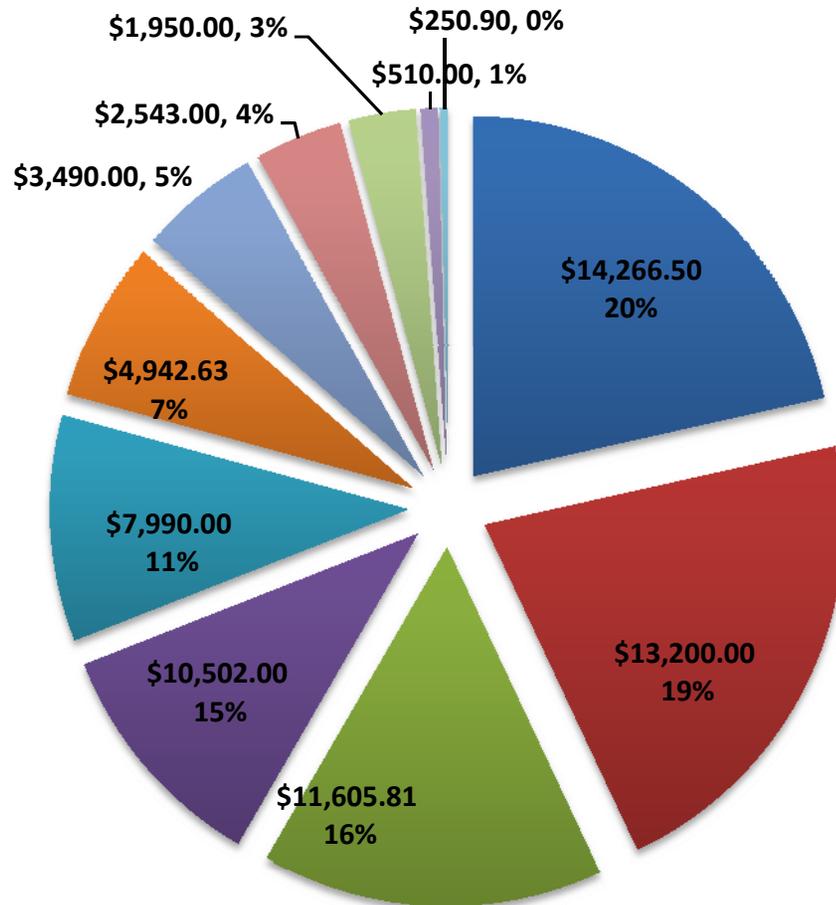
PRODUCTION REPORT:	Single	Double	Triple	Quad	Five	Inspection Visits	Violations Cited
# of Homes Labeled	31	48	4	0	0	8	11
PRODUCTION TREND:	2012	2011	2010	2009	2008	2007	2006
January	112	99	81	126	286	374	723
February	111	80	87	112	281	349	739
March	115	107	106	119	290	389	825
April	117	86	99	108	321	354	595
May	135	108	108	116	304	400	740
June	130	123	126	124	254	419	762
July	109	78	117	102	243	334	486
August	140	110	108	118	275	397	663
September	99	90	123	135	247	308	490
October	145	90	90	146	251	342	522
November	83	110	92	119	184	312	463
December		115	88	100	147	241	377

AUDITS:	With Violations	With Out Violations	Unlicensed Activity Investigations
Trust Account Audits	3	1	0
COMPLAINTS:	Current	YTD	Prior
New Received	3	19	21
Closed/Reopened	0	1	4
Closed for the Month	4	14	30

18 open/active complaints

Insignias Reported As Affixed	MBL/MFG Homes 2012	MBL/MFG Homes 2011	MBL/MFG Homes 2010		FBB Units 2012	FBB Units 2011	FBB Units 2010
January	131	105	227		78	34	10
February	129	135	147		48	65	29
March	164	126	142		55	32	65
April	174	198	201		70	59	45
May	171	152	175		82	54	8
June	185	158	219		50	91	26
July	206	167	172		62	145	14
August	174	175	188		33	34	32
September	169	159	169		62	54	43
October	196	142	190		47	105	57
November	202	142	173		48	38	18
December		38	155			152	45

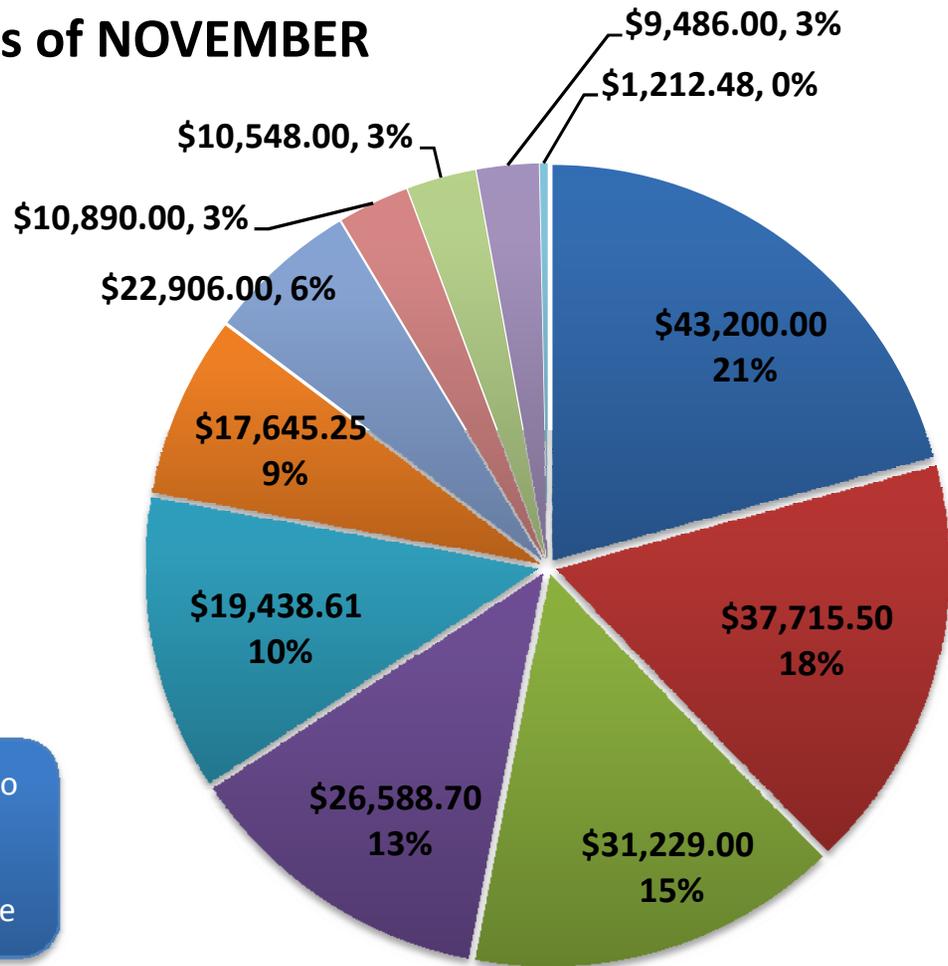
NOVEMBER 2012 REVENUE BREAKDOWN



Rounded to nearest whole percentage

- RENEWED LICENSES
- HUD PAYMENTS
- MH PERMITS
- FBB PERMITS
- FBB PLAN REVIEW
- MH INSPECTIONS
- NEW LICENSES
- MH PLAN REVIEW
- MH INSIGNIAS
- FBB INSIGNIAS
- FBB INSPECTIONS

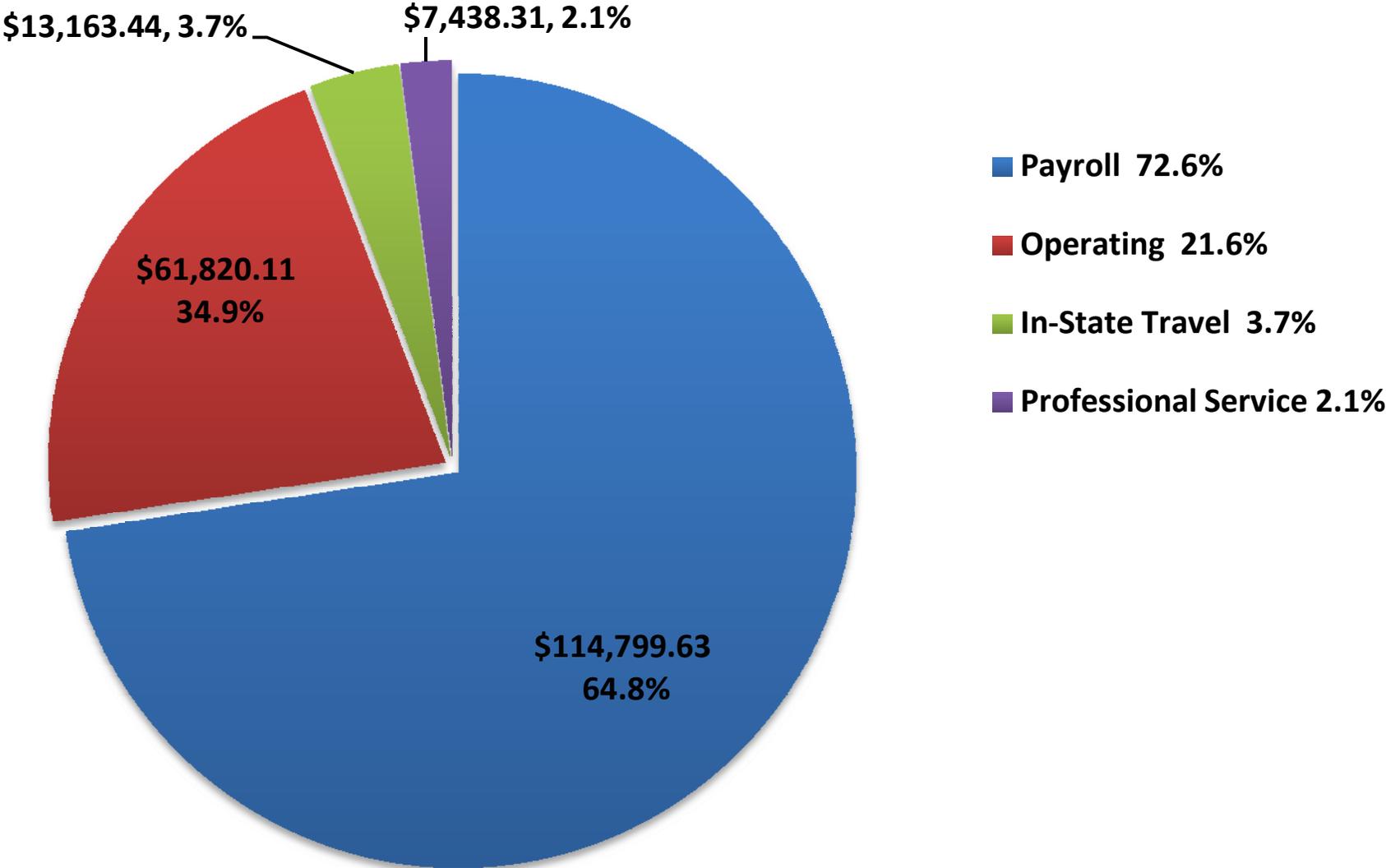
FY13 YTD REVENUE BREAKDOWN as of NOVEMBER



- MH PERMITS
- RENEWED LICENSES
- HUD PAYMENTS
- FBB PLAN REVIEW
- FBB PERMITS
- MH INSPECTIONS
- NEW LICENSES
- MH INSIGNIAS
- MH PLAN REVIEW
- FBB INSIGNIAS
- FBB INSPECTIONS

Rounded to nearest whole percentage

NOVEMBER 2012 EXPENDITURE BREAKDOWN



Ayde Marquez

From: Ayde Marquez
Sent: Monday, December 10, 2012 3:08 PM
To: 'sam.baird@clayton.net'; 'artjean2002@yahoo.com'; 'alspecialists@msn.com'; 'GLEESONMHS@aol.com'; 'neal@nthpropmgt.com'; 'jhart@modularsolutionsltd.com'; 'Everette Hoyle'; 'troyhyde@troyhyde.com'; 'Zee Ko'
Cc: Gene Palma; Debra Blake
Subject: New Business Licenses Issued in November 2012
Attachments: November 2012_New Business Lic. Issued.pdf

NOVEMBER 2012 – New Licensees

LICENSE TYPE	NOVEMBER 2012 NEW	CURRENT TOTAL LICENSEES – all classes
Manufacturer	0	65
Dealer	2	236
Installer	0	98

NEW MANUFACTURER

Westwind Investments LLC	8535	D-12	11/1/2012
Mobile Home Marketplace, LLC	8536	D-8	11/29/2012

CLASSIFICATION DESCRIPTIONS

D-8 Retailer of Mobile/Manufactured Homes (can buy and sell new or used mobile/manufactured homes but cannot buy or sell new modular's)

D-12 Master (Includes D-8, D-8B, and D-10 license scopes)

Have a wonderful week.

Ayde Marquez

Manufactured Housing Project Specialist
Department of Fire, Building and Life Safety
Office of Manufactured Housing
Office: 602-364-1067
Cell: 602-626-0431

www.dfbls.az.gov

Department of Fire, Building and Life Safety
1110 West Washington, Suite 100 Phoenix, AZ 85007 (602) 364-1003

License Information

Memorandum -Licensee Change Notice

12/10/2012 2:46:59 PM

Routing:				
<input type="checkbox"/> (ALL)	<input type="checkbox"/> (Dealer)	<input type="checkbox"/> (Manufacturer)	<input type="checkbox"/> (Installer)	<input type="checkbox"/> (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: 8535 **Class:** D-12 **Type:** D **IO:** I IN STATE

Date: 11/1/2012 **Renew Month:** OCT **Renew Day:** 31

Status: V VALID **Action Type:** E NEW LICENSE **Action Date:** 12/10/2012 12:41:09 PM

Action Comment:

Company Name: Westwind Investments LLC

Reference:

Phone: 602-680-1272 **FAX:**

Address: 5543 W. West Wind Dr.

City: Glendale

State: AZ **Zip:** 85310

County: H MARICOPA

Address 2: 5543 W. West Wind Dr.

City 2: Glendale

State 2: AZ **Zip 2:** 85310

County 2: H MARICOPA

Corporation: LLC

Fee: \$0.00

Qualifying Party:

Last Name: Wendt

Phone: 602-680-1272

First Name: Aaron

Middle Name: M

FAX:

Bond Status: V VALID

Bond: 201890

Bond Surety: American Safety Casualty Insurance Company

Bond Amount: \$25,000.00

Comments:

License issued 11/1/12(dg).

BranchSubReport:

Department of Fire, Building and Life Safety
1110 West Washington, Suite 100 Phoenix, AZ 85007 (602) 364-1003

License Information

Memorandum -Licensee Change Notice

12/10/2012 2:47:41 PM

Routing:				
<input type="checkbox"/> (ALL)	<input type="checkbox"/> (Dealer)	<input type="checkbox"/> (Manufacturer)	<input type="checkbox"/> (Installer)	<input type="checkbox"/> (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: 8536 **Class:** D-8 **Type:** D **IO:** I IN STATE

Date: 11/29/2012 **Renew Month:** NOV **Renew Day:** 28

Status: V VALID **Action Type:** E NEW LICENSE **Action Date:** 11/29/2012

Action Comment:

Company Name: Mobile Home Marketplace LLC

Reference:

Phone: 480-235-4762 **FAX:**

Address: 2940 West Road 2 North

City: Chino Valley

State: AZ **Zip:** 86323

County: N YAVAPAI

Address 2: P.O. Box 1230

City 2: Chino Valley

State 2: AZ **Zip 2:** 86323

County 2: N YAVAPAI

Corporation: LLC

Fee: \$0.00

Qualifying Party:

Last Name: Gentzen

Phone: 480-235-4762

First Name: Jane

Middle Name: M

FAX:

Bond Status: V VALID

Bond: 203746

Bond Surety: American Safety Casualty Insurance Company

Bond Amount: \$25,000.00

Comments:

License issued 11/29/12(dg).

BranchSubReport:

FEE SCHEDULE



FEE REVENUE COMPARISON FY 12 and FY 13 YTD

	FY12	FY 13	+/-
JULY	\$ 47,008.71	\$ 59,413.09	20.9%
AUGUST	\$ 43,399.56	\$ 67,406.05	35.6%
SEPT	\$ 59,172.18	\$ 59,224.84	0.1%
OCT	\$ 55,065.31	\$ 80,402.14	31.5%
NOV	\$ 40,116.57	\$ 50,545.02	20.6%
DEC	\$ 41,467.31		
JAN	\$ 50,454.57		
FEB	\$ 51,129.32		
MAR	\$ 73,154.03		
APR	\$ 54,516.19		
MAY	\$ 58,354.21		
JUNE	\$ 68,204.52		
TOTAL	\$ 642,042.48		
YTD Period	\$ 244,762.33	\$ 316,991.14	22.8%

Installation Permit Volume

	FY12	FY 13	+/-
	52	50	-4.0%
	63	72	12.5%
	57	64	10.9%
	91	112	18.8%
	61	47	-29.8%
	62		
	92		
	92		
	83		
	88		
	67		
	98		
TOTAL	906		
YTD Period	324	345	6.1%

Plan Review Volume

	FY12	FY 13	+/-
	45	49	8.2%
	31	43	27.9%
	61	65	6.2%
	60	79	24.1%
	47	57	17.5%
	44		
	31		
	61		
	76		
	51		
	80		
	43		
TOTAL	630		
YTD Period	244	293	16.7%



DEPARTMENT OF FIRE, BUILDING AND LIFE SAFETY

1110 WEST WASHINGTON, SUITE 100
PHOENIX, ARIZONA 85007
(602) 364-1003
(602) 364-1052 FAX

OFFICE OF ADMINISTRATION * OFFICE OF MANUFACTURED HOUSING * OFFICE OF STATE FIRE MARSHAL

FEE SCHEDULE FOR 2013 FISCAL YEAR

FEEES ARE EFFECTIVE JULY 1, 2012

LICENSING FEES

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

PLAN FEES

Description	FEE
Application Submittal	\$31.00 each
Plan Review	\$103.00 hour/one hour minimum

INSIGNIA FEES

Description	FEE
MFG Home	\$10.00 each
FBB	\$51.00 each
FBB Subassembly	\$10.00 each

PERMIT FEES

Description	STATE ISSUED PERMIT FEE	IGA FEE
Mobile/MFG Home	\$300.00 each	Up to \$ 300.00 each
FBB - residential	\$ 412.00 per story <i>including systems</i>	Up to \$ 600.00 per story <i>including systems</i>
FBB - commercial	\$ 4.50/LF per story <i>including systems</i>	
Renewal permit (MFG and FBB)	\$ 82.00	
Special Use	\$ 67.00	
Rehabilitation – Mobile Home	\$ 49.00	

INSPECTION FEES

Description	FEE
MFG facility	\$ 51.00 per hour, plus mileage @ 0.445/mile
Installation <i>(first 3 inspections included in the cost of the permit)</i>	\$ 82.00 per hour, plus mileage @ 0.445/mile
Technical Service	\$ 82.00 per hour
Rehabilitation – Mobile Home	\$ 82.00 per hour

ADMINISTRATIVE FUNCTION FEES

Description	FEE
Change name of license	\$ 10.00 each
Change license location	\$ 10.00 each
Change license telephone number	\$ 10.00 each
Add branch location	\$ 10.00 each
Delete branch location	\$ 10.00 each
Reinstate bond	\$ 10.00 each
Process returned check	\$ 10.00 each
Change status of license to inactive	\$ 10.00 each
Copies	\$.50 each
All refunds are subject to a fee of	\$ 59.00 each

Fees charged by the Department are not included in Rule and are exempt from the State Rule procedures (Arizona Revised Statutes § 41-2144(C)).

RECOVERY FUND



Ayde Marquez

From: Debra Blake
Sent: Wednesday, November 21, 2012 9:19 AM
To: Debra Blake; 'sam.baird@clayton.net'; 'artjean2002@yahoo.com'; 'alspecialists@msn.com'; 'GLEESONMHS@aol.com'; 'neal@nthpropmgt.com'; 'jhart@modularsolutionsltd.com'; 'Everette Hoyle'; 'troyhyde@troyhyde.com'; 'Zee Ko'
Cc: Gene Palma; Ayde Marquez; Mary Ann Knight; 'Williams, MaryD'; Joni Cage
Subject: New format for Recovery Fund Summary
Attachments: REC FUND TABLE JAN 2013.pdf

Dear Mr. Chairman and Board Members,

As follow up to the October 2012 Board of Manufactured Housing Board Meeting, attached is a sample of the new format for reporting the balance and activity related to the Consumer Recovery Fund. This new format report will be presented at the next OMH Board meeting for your review and approval. Please feel free to respond to **me** at any time now or prior to the meeting if you have suggestions for modifying the new format.

Thank you!

(Note: As a reminder and in compliance with the Open Meeting Law, if the Chairman or Board members reply to this email, the reply may only be addressed to debra.blake@dfbls.az.gov and may not include others, including Board members. This email may not be forwarded to others).

Debra

Debra Blake
Deputy Director
Department of Fire, Building and Life Safety
1110 West Washington, Suite 100
Phoenix, Arizona 85007
(602) 364-1022 Office
(602) 364-1052 Fax
(602) 762-0472 Cell
debra.blake@dfbls.az.gov

Confidentiality Notice: This communication may be an Attorney/Client Work Product Privileged Document. This email message, including any attachments, is for the sole use of the intended recipient(s) and may contain confidential and privileged information exempt from disclosure under applicable law. Any unauthorized review, use, disclosure or distribution is prohibited. If you are not the intended recipient, please contact the sender by email and destroy all copies of the original message and any attachments. Thank you.

RECOVERY FUND SUMMARY

CREDITS		DEBITS		BALANCE	
Balance as of 12/1/2012	\$74,938.72	ACTUAL CLAIM	CLAIM AMOUNT	New Balance	\$85,224.62
3 month Average Interest Deposit	\$10,285.90	Claims that have been to hearing and are awaiting payment	\$0.00	Minus Actual and Potential Claim Amounts	\$0.00
New Balance	\$85,224.62	POTENTIAL CLAIMS	CLAIM AMOUNT	Remaining Balance	\$85,224.62
		Claims that have been scheduled for hearing and are awaiting hearing date	\$0.00		
		Claims not yet scheduled for hearing	\$0.00		
		TOTAL	\$0.00		

Complaints Verified Inspections Summary

Date Complaint Filed	Date Verified	Complaint Number	Complainant Name	City	Verified to Mfg	Verified to Dir	Verified to Installer	Possible Recovery Fund?	Purchase Agreement Amount if Recovery Fund Claim filed	Recovery Fund NOTE
5/9/2012	7/18/2012	2012-051	Gamaly	Phoenix		X		Yes	\$22,300.00	Dealer license is valid
7/27/2012	10/18/2012	2013-003	Holdinsky-Scheetz	Pinetop	X			No		Dealer license valid. Complaint satisfied.
8/3/2012	10/18/2012	2013-005	Plouffe	Lakeside	X	X	X	Yes	\$61,864.00	Dealer License valid. Installer license revoked. Manufacture license valid
6/5/2012	10/19/2012	2012-053	Payne	Vernon		X	X	Yes	\$147,590.00	Dealer license is invalid
4/8/2012	11/7/2012	2012-048	Barone	Safford	X	X		Yes	\$110,000.00	Dealer license is valid
7/23/2012	11/8/2012	2013-002	Holloway	Safford		X	X	No		Dealer License invalid. Installer license invalid. Complaint time barred for Recovery Fund and for filing claims on licensee bonds.
9/11/2012	12/5/2012	2013-009	Cleveland	Willcox	X	X	X	Yes	\$142,042.28	Dealer license is invalid
10/15/2012	12/17/2012	2013-014	Purdy	Yarnell		X		Yes	\$37,099.00	Dealer license is invalid

Complaints Verified Inspections Detailed Summary

Date Complaint Filed	Date Verified	Complaint Number	Complainant Name	City	Verified Mfg.	Verified Dlr.	Verified Install	Possible Recovery Fund?	Contract Amount	Recovery Fund NOTE
5/9/12	7/18/12	2012/051	Gamaly	Phoenix		Trend Star Homes Inc. #8495, D-12		Yes	\$22,300.00	Dir License is Valid
						Dealer did not refund money to first purchaser after home was sold to another buyer.				Complaint has been satisfied, thereby no effect on Recovery Fund status.
7/27/12	10/18/12	2013-003	Holdinsky-Scheetz	Pinetop	Champion Home Builders Inc. #8438,M-9E	Factory Expo Home Center #8080, D-12	JL Modular Services #8376, I-10G	No		No items verified to dealer
					Crack in exterior sealant at windows. Several shingles damaged and high staples.					Complaint has been satisfied.
8/3/12	10/18/12	2013-005	Plouffe	Lakeside	Quality Home Center Inc. #7753, D-8	Champion Home Builders Inc. #8438,M-9E	Mountain Home Setters LLC #8353, I-10C	Yes	\$61,864.00	Dealer license is valid. Installer license revoked 5/13/11
					End wall close-off needs trim caulked, painted, and correct fasteners. Home needs releveled. Crack at Marriage line needs repaired.	Cracks in Living room and Dining room need repaired. High floor joist or uneven decking at hallway.	End wall close-off needs trim caulked, painted, and correct fasteners. Home needs releveled. Crack at Marriage line needs repaired.			If Dealer unable to satisfy complaint, complainant can file for Recovery Fund assistance.

Continues on Page 2

Complaints Verified Inspections Detailed Summary

Date Complaint Filed	Date Verified	Complaint Number	Complainant Name	City	Verified Mfg.	Verified Dlr.	Verified Install	Possible Recovery Fund?	Contract Amount	Recovery Fund NOTE
8/3/12	10/18/12	2013-005	Plouffe	Lakeside	Quality Home Center Inc. #7753, D-8	Champion Home Builders Inc. #8438, M-9E	Mountain Home Setters LLC #8353, I-10C	Yes	\$61,864.00	Dealer license is valid. Installer license revoked 5/13/11
					Centerline between Dining room and Living room is uneven (floor).		Centerline between Dining room and Living room is uneven (floor).			
6/5/12	10/19/12	2012-053	Payne	Vernon	Fleetwood Homes Inc. #6184, M-9E	US Homes 48 LLC #8442, D-8	A.H. Hickman #8351, I-10G	Yes	\$147,590.00	Dealer license Suspended 12/20/12. Mfg. license no longer valid
					Handles on fridge drag between doors where mounted to doors. Carpet in Family room has paint on it. Drywall cracks throughout home. Missing threshold at front door.	Deadbolt on front door not aligned. Missing baseboard at marriage line. Utility room exterior deadbolt not working. Utility room exterior door can see daylight.			No items verified to Mfg. due to closure 6/27/09. Retailer assumed responsibility of conditions on stock units. Installer repaired all items that were assigned to installer and/or dealer/installer	

Continues on Page 3

Complaints Verified Inspections Detailed Summary

Date Complaint Filed	Date Verified	Complaint Number	Complainant Name	City	Verified Mfg.	Verified Dlr.	Verified Install	Possible Recovery Fund?	Contract Amount	Recovery Fund NOTE
6/5/12	10/19/12	2012-053	Payne	Vernon	Fleetwood Homes Inc. #6184, M-9E	US Homes 48 LLC #8442, D-8	A.H. Hickman #8351, I-10G	Yes	\$147,590.00	Dealer license Suspended 12/20/12. Mfg. license no longer valid
						Window falling out of front door.	Concrete at rear door has scaling on finish exposing aggregate.			
						Deadbolt on front door not aligned.	Concrete at rear and front door steps not finished where forms were.			
						Front door jamb damaged.	Missing pier at marriage line at mfg. marked location.			
						Missing baseboard at marriage line.	Flex duct not installed to 4" off ground.			
						Lino in Dining Room coming up along sidewall and cut in center of floor.	Flex duct support straps not minimum of 1-1/2"			
						Black marks on walls in Dining room, Hallway, Master bedroom, Bedroom #2,	Master bath door out of alignment.			
						Damaged trim in hallway needs repaired.				

Continues on Page 4

Complaints Verified Inspections Detailed Summary

Date Complaint Filed	Date Verified	Complaint Number	Complainant Name	City	Verified Mfg.	Verified Dlr.	Verified Install	Possible Recovery Fund?	Contract Amount	Recovery Fund NOTE
6/5/12	10/19/12	2012-053	Payne	Vernon	Fleetwood Homes Inc. #6184, M-9E	US Homes 48 LLC #8442, D-8	A.H. Hickman #8351, I-10G	Yes	\$147,590.00	Dealer license Suspended 12/20/12. Mfg. license no longer valid
						<p>Lino in front of Master bath shower coming up.</p> <p>Master bath fan making loud noise</p> <p>Trim at door in Guest bath is loose.</p> <p>Guest bath toilet is loose.</p> <p>Utility room exterior deadbolt not working.</p> <p>Utility room exterior door can see daylight.</p> <p>Exterior siding cracked at Dining Room and Family Room windows.</p> <p>Missing shutters.</p> <p>Concrete at rear door has scaling on finish exposing aggregate.</p> <p>Concrete at rear and front door steps not finished where forms were.</p>				

Continues on Page 5

Complaints Verified Inspections Detailed Summary

Date Complaint Filed	Date Verified	Complaint Number	Complainant Name	City	Verified Mfg.	Verified Dir.	Verified Install	Possible Recovery Fund?	Contract Amount	Recovery Fund NOTE
6/5/12	10/19/12	2012-053	Payne	Vernon	Fleetwood Homes Inc. #6184, M-9E	US Homes 48 LLC #8442, D-8	A.H. Hickman #8351, I-10G	Yes	\$147,590.00	Dealer license Suspended 12/20/12. Mfg. license no longer valid
						Missing pier at marriage line at mfg. marked location Flex duct not installed to 4" off ground. Flex duct support straps not minimum of 1-1/2". Master bath door out of alignment. Dining room window leaks, causing drywall damage at lower corner of window.				
4/18/12	11/7/12	2012-048	Barone	Safford	CMH Manufacturing West Inc. #8046, M-9E	Hancock Home Center LLC #8415, D-12	Desert Valley Mobile Home Service #6192, I-10C	Yes	\$110,000.00	Dealer license is valid.
					Weatherstrip at front & rear doors damaged. Bedroom door chipped, putty stuff, nails visible. Master bedroom door frame coming apart.	Exterior touch up paint not blended in well. Crack in exterior siding. Exterior staircase cracked, bottn tread needs repaired.				If Dealer unable to satisfy complaint, complainant can file for Recovery Fund assistance.

Continues on Page 6

Complaints Verified Inspections Detailed Summary

Date Complaint Filed	Date Verified	Complaint Number	Complainant Name	City	Verified Mfg.	Verified Dir.	Verified Install	Possible Recovery Fund?	Contract Amount	Recovery Fund NOTE
4/18/12	11/7/12	2012-048	Barone	Safford	CMH Manufacturing West Inc. #8046, M-9E	Hancock Home Center LLC #8415, D-12	Desert Valley Mobile Home Service #6192, I-10C	Yes	\$110,000.00	Dealer license is valid.
					<p>Bedroom 1 needs reair work behind door repaired. Baseboard chunking out and scrape behind door.</p> <p>Bedroom 1 closet door trim coming off.</p>	<p>Vent next to spigot coming off.</p> <p>Crack above Master bedroom door.</p> <p>Stuff all over door frame to Master bedroom.</p> <p>Closs-off between bedrooms in front hall needs repaired.</p> <p>Ceiling cracks in Bedroom 1 need repaired.</p> <p>Need to repair poor previous repairs above door and above shower in Master bath.</p> <p>Texture at thermostat needs repaired from when t-stat was replaced.</p> <p>three shingles need repaired.</p> <p>Need to repair lino where scraped by worker's ladders.</p>				

Complaints Verified Inspections Detailed Summary

Date Complaint Filed	Date Verified	Complaint Number	Complainant Name	City	Verified Mfg.	Verified Dir.	Verified Install	Possible Recovery Fund?	Contract Amount	Recovery Fund NOTE
7/23/12	11/8/12	2013-002	Holloway	Safford	Champion Home Builders Inc. #8438, M-9E	Champion Home Center of the Gila Valley	J.P. Mobile Home Installer L.C.	No		Dealer License Invalid Installer License Invalid
						Walls/Ceilings t/o home have cracks. Carpet seam in L.R. lifting. Cracks in exterior stucco of home. Exterior trim bowed/warped from weather and cracking.	Walls/Ceilings t/o home have cracks. Cracks in exterior stucco of home.			Although items were verified to Dealer and Installer, complaint was filed outside statutory authority of 2 years to file for Recovery Fund assistance, or to file against licensee's bonds.
9/11/12	12/5/12	2013-009	Cleveland	Willcox	Cavco Industries Litchfield Division #8022, M-9E	Ideal Homes Inc. #6862, D-8	U.S. Mobile Home Transport Inc. #7218, I-10C	Yes	\$142,042.28	Dealer license no longer valid.
					Raised floor joist in Dining Room.	Hump at centerline for entire length of home from material used to float out floor.	Hump at centerline for entire length of home from material used to float out floor.			
10/15/12	12/17/12	2013-014	Purdy	Yarnell	Fleetwood Homes Inc. #6184, M-9E	US Homes 48 LLC #8442, D-8	A.H. Hickman #8351, I-10G	Yes	\$37,099.00	Dealer license no longer valid Mfg. license no longer valid
						Keys to front and back doors don't work. Adhesive on Kitchen, Master bath and Guest bath countertops.				No items verified to Mfg. due to closure 6/27/09. Retailer assumed responsibility of conditions on stock units.

Continues on Page 8

Complaints Verified Inspections Detailed Summary

Date Complaint Filed	Date Verified	Complaint Number	Complainant Name	City	Verified Mfg.	Verified Dir.	Verified Install	Possible Recovery Fund?	Contract Amount	Recovery Fund NOTE
10/15/12	12/17/12	2013-014	Purdy	Yarnell	Fleetwood Homes Inc. #6184, M-9E	US Homes 48 LLC #8442, D-8	A.H. Hickman #8351, I-10G	Yes	\$37,099.00	Dealer license no longer valid Mfg. license no longer valid
						<p>Need to caulk and t/u gaps around exterior windows, panel joints, and trim.</p> <p>Porch window and guest bedroom windows missing screens</p> <p>Left side railing on deck loose</p> <p>Need to repair front door trim and sheetrock from water intrusion.</p> <p>Vertical blind at sgd does not close.</p> <p>Microwave set too far back in cabinet/cannot open door properly.</p> <p>Molding at floor in Guest bath is damaged.</p> <p>Bottom hinge on Master bedroom door bent.</p> <p>Molding at floor of Master bath is damaged.</p> <p>Windows throughout home hard to open.</p> <p>Master bath window screen damaged.</p>				

Continues on Page 9

Complaints Verified Inspections Detailed Summary

Date Complaint Filed	Date Verified	Complaint Number	Complainant Name	City	Verified Mfg.	Verified Dir.	Verified Install	Possible Recovery Fund?	Contract Amount	Recovery Fund NOTE
10/15/12	12/17/12	2013-014	Purdy	Yarnell	Fleetwood Homes Inc. #6184, M-9E	US Homes 48 LLC #8442, D-8	A.H. Hickman #8351, I-10G	Yes	\$37,099.00	Dealer license no longer valid Mfg. license no longer valid
						Back door frame in Laundry room needs finishing. Can see daylight at back door. SGD screen door missing latch hardware. Vertical blind for sgd at deck doesn't open/close. Floor in Laundry room damaged by screws. Need hinge stops for Laundry room door. Hall bath door at Laundry room not closing. Back door not sealing properly. Front door not sealing properly. Second bedroom door not closing properly. Flooring in hall bath stapled. Hall bath lower wall damaged, molding missing/damaged. Smoke alarm in Living room beeps continuously. All exterior windows/trim need caulking. 2' crack in siding to left of front door. 12" crack in seam to left of Master bedroom window. Back siding damaged. Deck railing loose and wobbling. Bedroom #2 closet door handle broken. Front entry threshold damaged.				

Ayde Marquez

From: Debra Blake
Sent: Wednesday, November 21, 2012 8:51 AM
To: sam.baird@clayton.net; artjean2002@yahoo.com; alspecialists@msn.com; GLEESONMHS@aol.com; neal@nthpropmgt.com; jhart@modularsolutionsltd.com; Everette Hoyle; troyhyde@troyhyde.com; Zee Ko
Cc: Gene Palma; Ayde Marquez; Donna Grant; 'Williams, MaryD'
Subject: Administrative Change to Manufactured Housing Homeowner Information Bulletin (Used)
Attachments: Homeowner Bulletin - used revised 10-12.pdf

Dear Mr. Chairman and Board Members,

As follow up to the October 2012 Board of Manufactured Housing Board Meeting and the discussion on the non-agenized topic regarding adding an administrative change to the existing Manufactured Housing Homeowner Information Bulletin (Used), attached is the administratively enhanced document. The administrative enhancement did not change the statutory-required content; however, simply added a "Selling price" section to aid the Department in its internal auditing responsibilities and enable Department staff's ability to determine whether or not a Recovery Fund fee should be assessed based on the July 1, 2012 changes to Arizona Revised Statutes (ARS) §§ 41-2180 and 2189.

Therefore, there is no need for a special Board Meeting to be held as a result of this administrative change to the previous Board-approved notification form pursuant to ARS 41-2187 (E). However, the topic will be added to the next Board Agenda for a Board vote to approve the changes discussed at the October Board meeting. Finally, the attached form will be added to our website for dealer/broker use. The website path to find the form is <http://www.dfbls.az.gov/userfiles/files/homeowner%20bulletion%20-%20used.pdf> (Note: as if the date of this email, the old form is currently available on the website).

Thank you and **Happy Thanksgiving!**

(Note: As a reminder, if the Chairman or Board members reply to this email, the reply may only be addressed to debra.blake@dfbls.az.gov and may not include others, including Board members. This email may not be forwarded to others).

Debra

Debra Blake
Deputy Director
Department of Fire, Building and Life Safety
1110 West Washington, Suite 100
Phoenix, Arizona 85007
(602) 364-1022 Office
(602) 364-1052 Fax
(602) 762-0472 Cell
debra.blake@dfbls.az.gov

Confidentiality Notice: This communication may be an Attorney/Client Work Product Privileged Document. This email message, including any attachments, is for the sole use of the intended recipient(s) and may contain confidential and privileged information exempt from disclosure under applicable law. Any unauthorized review, use, disclosure or distribution is prohibited. If you are not the intended recipient, please contact the sender by email and destroy all copies of the original message and any attachments. Thank you.



DEPARTMENT OF FIRE, BUILDING AND LIFE SAFETY

1110 WEST WASHINGTON, SUITE 100
PHOENIX, ARIZONA 85007
(602) 364-1003
(602) 364-1052 FAX

OFFICE OF ADMINISTRATION * OFFICE OF MANUFACTURED HOUSING * OFFICE OF STATE FIRE MARSHAL

MANUFACTURED HOUSING HOMEOWNER INFORMATION BULLETIN – (USED)

The Arizona Department of Fire, Building and Life Safety is the licensing agency and regulatory authority for manufacturers, dealers, brokers, salespersons and installers of manufactured homes. The Department is responsible by law for enforcing the standards, rules and regulations under which your unit was constructed, sold and installed. The Department has established procedures for handling unresolved consumer complaints against licensees. If any problems should arise, we suggest you take the following steps:

1. Send the dealer or broker a letter detailing your problems; keep a copy for your records.
After a short period of time, follow-up your letter with a phone call.
2. If after a reasonable time the problem is not resolved, contact the Department at the above address. Our Complaint Section will assist you in a fair resolution to your problem, with complaints filed within one year from the date of sale or installation.

If you have any questions, feel free to contact the Department.

*****NOTICE*****
 Misrepresenting a downpayment or financing on a credit application to influence a federal agency or a financial institution is a violation of federal law. Misrepresenting the amount of downpayment on a sales contract is a violation of state law. Penalties for these violations may include a fine of up to \$150,000.00 and imprisonment for up to seven years. Please notify the Department of any salesperson, dealer or broker who advises action in violation of the law.

*****RETURN BOTTOM PORTION*****

I hereby acknowledge that I have read the foregoing Notice and received a copy of the Homeowner Information Bulletin attached hereto and that all applicable warranties are stated on the sales contract.

Homeowner's Signature _____ Date _____
Do not sign until you have read the above notice

INFORMATION BELOW TO BE COMPLETED BY DEALER OR BROKER: (Print or Type)

Dealer's or Broker's Business Name _____ Lic.# _____

Manufacturer _____

Serial No. _____ Purchase Date _____ Salesperson Lic.# _____

Purchaser _____

Installer _____ or License # _____

Selling price: Check appropriate box below

Under \$50,000.00
Requires \$30.00 Recovery Fund fee

\$50,000.00 or more
No Recovery Fund fee required

2013 BOARD MEETING SCHEDULE



2013 OMH BOARD MEETING SCHEDULE

All meetings are held the 3rd Wednesday of each calendar quarter, beginning at 1:00 p.m.

- **January 16, 2013**
- **April 17, 2013**
- **July 17, 2013**
- **October 16, 2013**