

BOARD OF MANUFACTURED HOUSING

May 1, 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, May 1, 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 Ayde.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 Ayde.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)
 - a. Introduction of new Board member, John T. Dingeman
- III. Review and Action on Court Reporter Transcript and Abbreviated Minutes of January 16, 2013, 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. Recovery Fund – review, discussion, and possible action – *Standing Item*
 - a. Recovery Fund balance and pending claims update
 - b. Consumer Complaint Summary – *revised to present only open complaints*
- VII. Fee Structure – review, discussion, and possible action – *Standing Item*
Pursuant to Arizona Revised Statutes § 41-2144 (A) (4), this is the annual meeting to establish the fee schedule for FY14, beginning July 1, 2013
 - a. Review of current FY13 recommendations
 - b. Review proposed FY14 fee recommendations
 - c. Expedited plan review - *possible new fee*
- 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

JANUARY 16, 2013

ABBREVIATED MINUTES



DRAFT

ARIZONA BOARD OF MANUFACTURED HOUSING

ABBREVIATED MINUTES

January 16, 2013 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, Terry Gleeson, Neal Haney, Everette Hoyle and Zeek Ojeh.

Board Member absent: Arthur Chick, Paul DeSanctis, Joe Hart, Troy Hyde

Department of Fire, Building and Life Safety Staff: Director Gene Palma; Deputy Director Debra Blake; Board Secretary Ayde Marquez and Deputy Director Mary Ann Knight.

Department of Fire, Building and Life Safety Staff absent: Assistant Attorney General Mary Williams;

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

APPROVAL OF October 17, 2012 BOARD MINUTES

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

DEPARTMENTAL INFORMATION

Procedural Changes: Deputy Director Blake ("Blake") informed the Board members of the new Certificate program that replaces the Insignia Program that was already in place. The new Certificate program was implemented on January 1, 2013. The new Certificate that replaces the insignia is larger in size and captures more information.

Modular Manufacturer Certificate – FBB Manufacturers are required to affix a Manufacturer Certificate to each module that they construct to identify the date of construction, the name of the manufacturer who constructed the module, serial number, plan approval number, roof load, wind load and seismic zone.

Reconstruction Certificate – Reconstruction must occur whenever a building is brought into this State but was not constructed by a licensed Arizona Manufacturer or if there is no identifying information that tells the Department it was built to meet with the State codes. Reconstruction process must be done through a licensed Arizona FBB Manufacturer.

Rehabilitation Certificate – A Rehabilitation Certificate is for a pre-HUD home moving into the State or moving from one park to another park within the State. A pre-HUD home is a mobile home built prior to the HUD Regulations. The mobile home must be brought up to code prior to the Inspector affixing the Rehabilitation Certificate on home.

Installation Certificate – An Installation Certificate has always been required on mobile home and manufactured homes to verify every licensee who works on the installation of the home. The Department is now requiring that all installation work performed on a commercial FBB must have an Installation Certificate affixed by all Contractors and Subcontractors performing the installation of the building.

Installation Training – All Installers licensed by the Department are required to attend an annual Installation Training. The Department provides several options for training throughout the year. The Department is now requiring all ROC Contractors to attend the annual Installer Training. If the ROC Contractor does not comply with the Department's training options, no Installation Certificates will be issued to the licensee. The 2013 Annual Training will begin in April 2013.

Arizona Building Officials Organization (AZBO) has asked the Department to participate as a presenter in their Spring Training Institute, which is held in Prescott, this April.

FINANCIAL REPORT

Blake presented the September, October and November 2012 financial reports. As requested in the previous meeting the Department added the actual dollar amount to the Revenue Breakdown, Year to Date Revenue Breakdown & Expenditure Breakdown chart.

DFBLS Action item: Verify the percentages in the Revenue Breakdown, Year to Date Revenue Breakdown and Expenditure Breakdown to ensure the numbers match.

FEE STRUCTURE

Blake presented to the Board the year to date Fee Revenue Comparison FY12 and FY13 based on the Installation Permit fee increased July 1, 2012. The fee revenue has increased by 22.8 percent.

RECOVERY FUND

Blake presented the revised Recovery Fund Summary chart. The new chart is broken down by the whole credit, debit and balance as requested in the previous meeting. During the revising of the new chart Blake discovered that there was an error in previous reporting of the Average Interest Deposits. What was reported in the past was administrative fees and penalties collected from licensees which are not relevant to the Recovery Fund. Recovery Fund deposits come from two sources: sale of homes when licensees pay a \$30.00 fee into the Recovery Fund and interest earned on the cash bond balance. As of December 1, 2012 the Recovery Fund balance is \$83,000; no claims are pending hearing or waiting an appeal.

DFBLS Action item: Board member Haney requested that only open complaints be listed on the Complaints Verified Inspections Detailed Summary chart.

CALL TO PUBLIC

No public discussion.

NEXT BOARD MEETING DATE

Wednesday, April 17, 2013

ADJOURNMENT

The meeting was adjourned at 1:48 p.m.

DFBLS

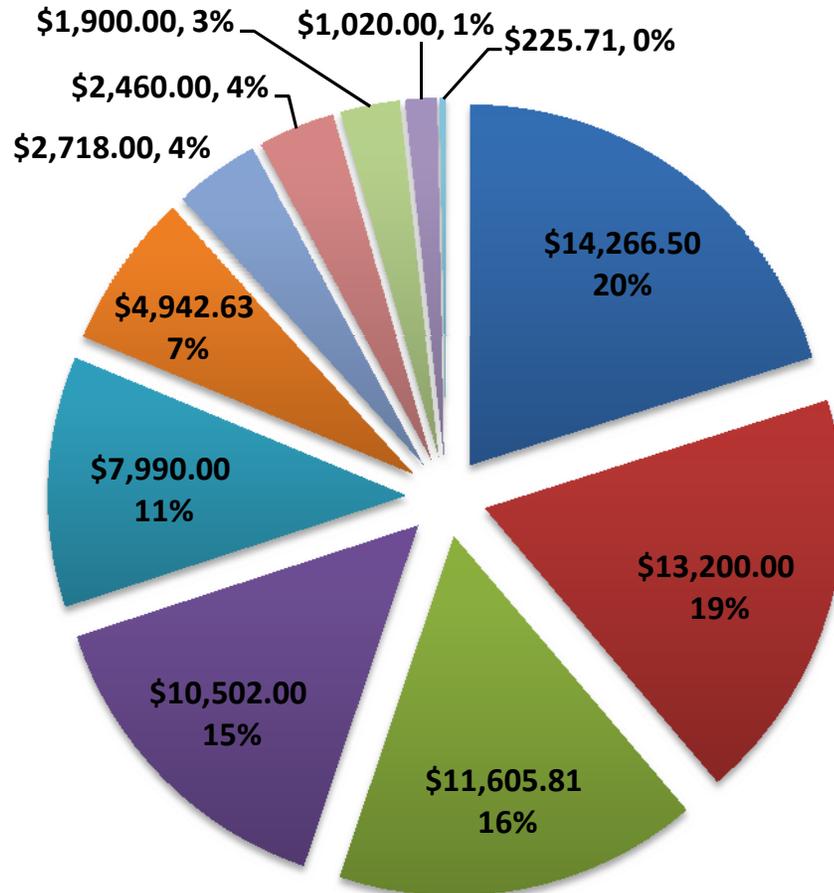
ACTION ITEM



REVISED FINANCIAL REPORT GRAPHS –
Revenue Breakdown, Year to Date Revenue Breakdown, and
Expenditure Breakdown

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

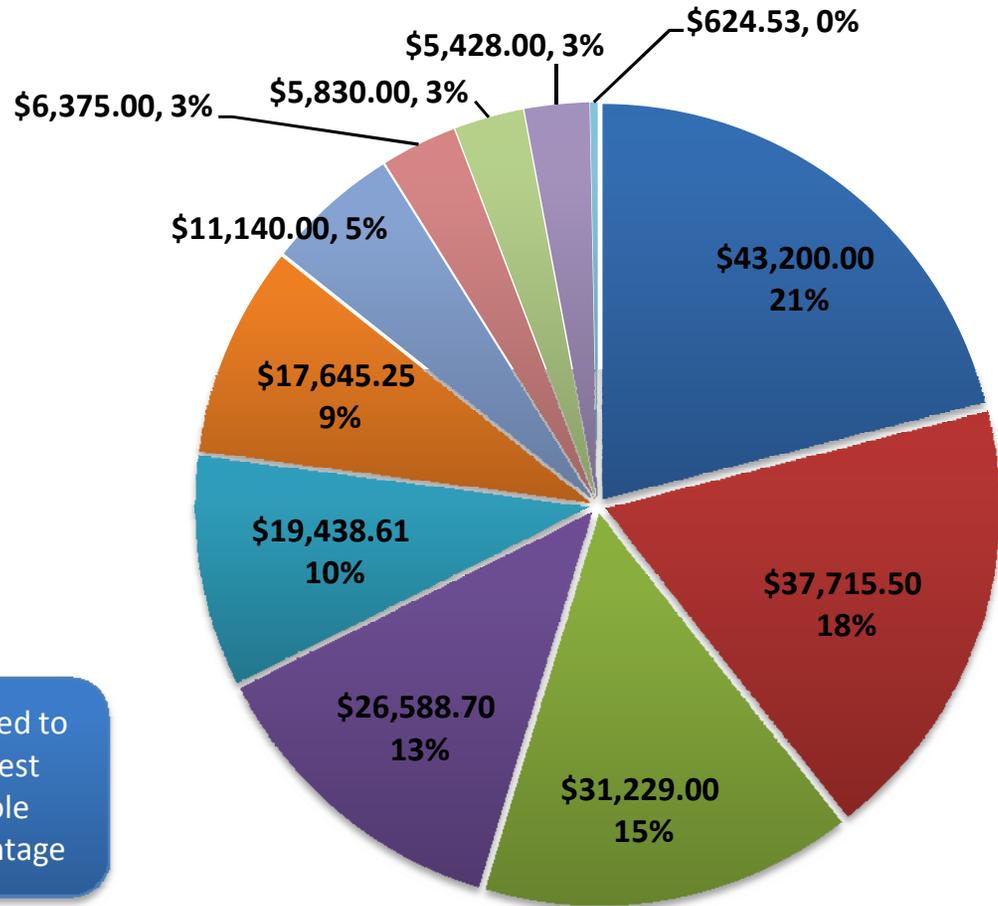
SEPTEMBER 2012 REVENUE BREAKDOWN



- RENEWED LICENSES 20%
- MH PERMITS 19%
- HUD PAYMENTS 16%
- FBB PLAN REVIEW 15%
- FBB PERMITS 11%
- MH INSPECTIONS 7%
- NEW LICENSES 4%
- MH PLAN REVIEW 4%
- MH INSIGNIAS 3%
- FBB INSIGNIAS 1%
- FBB INSPECTIONS 0%

Rounded to nearest whole percentage

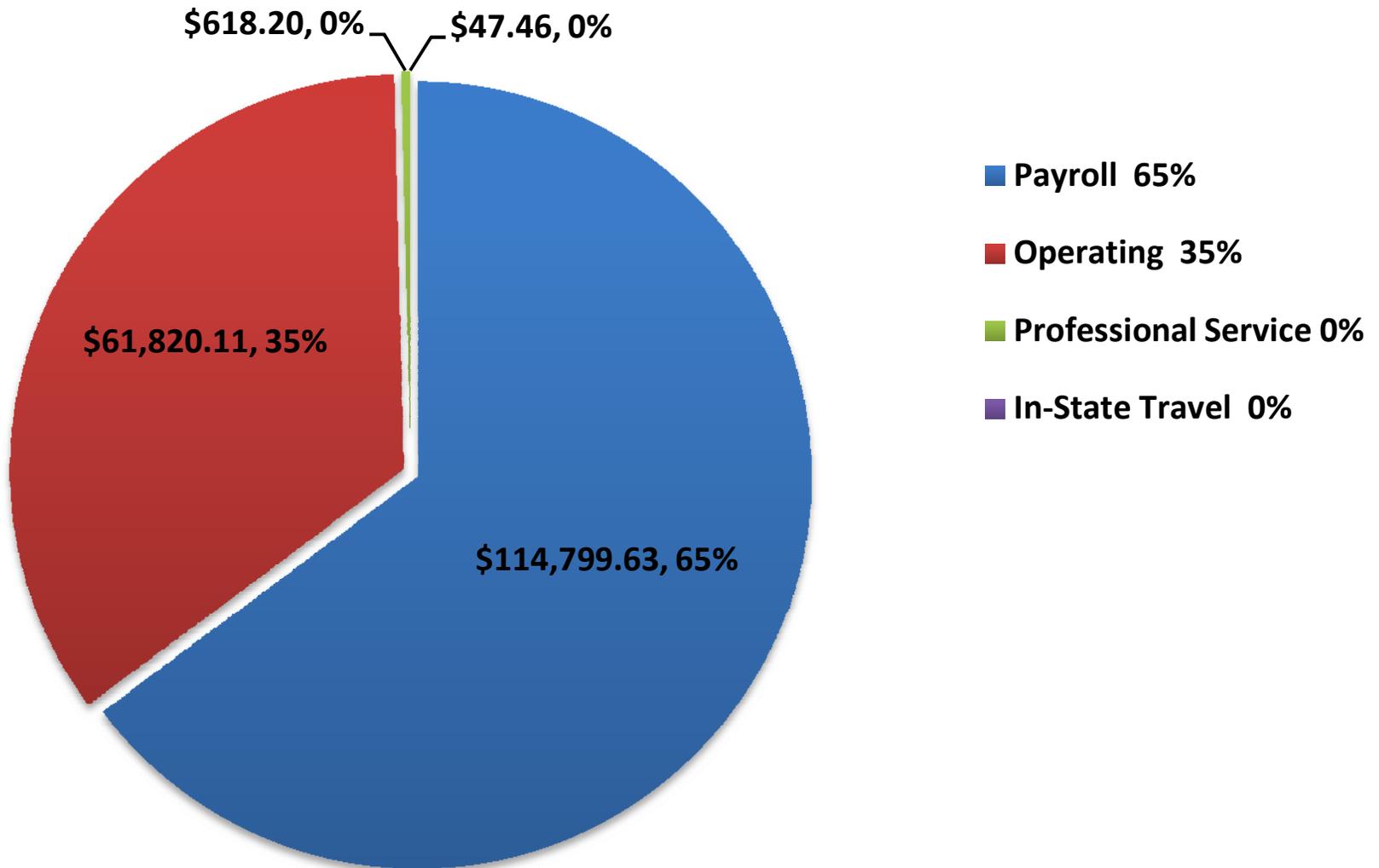
FY13 YTD REVENUE BREAKDOWN as of SEPTEMBER



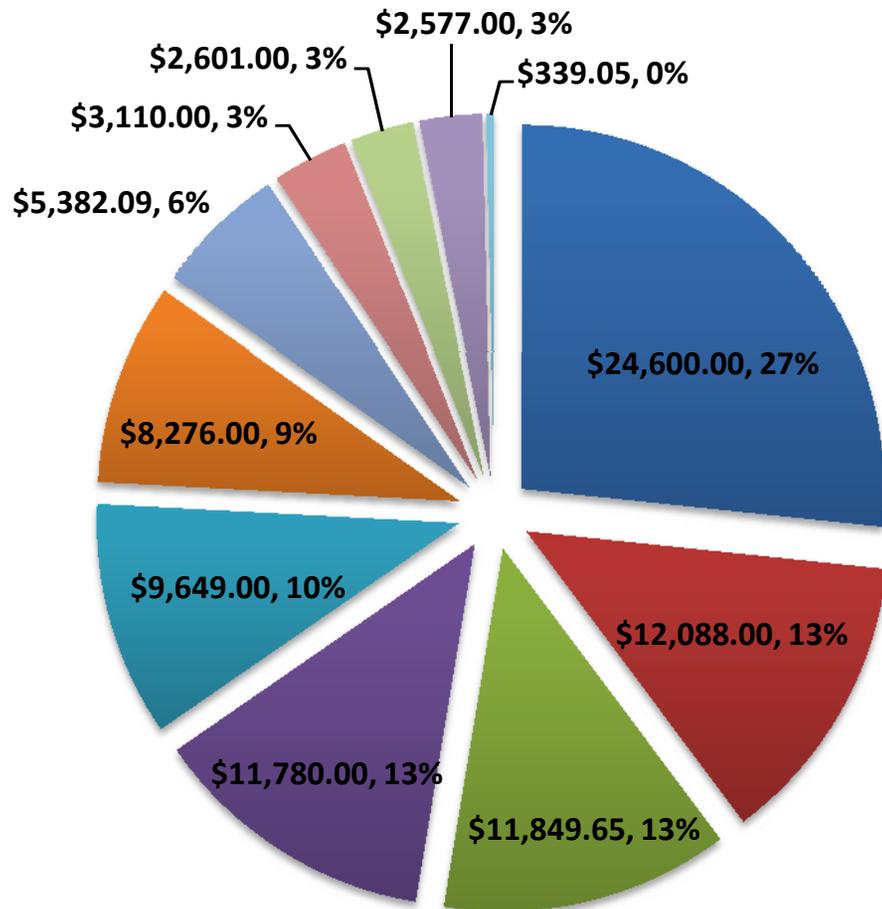
- MH PERMITS 21%
- RENEWED LICENSES 18%
- FBB PLAN REVIEW 15%
- FBB PERMITS 13%
- HUD PAYMENTS 10%
- MH INSPECTIONS 9%
- NEW LICENSES 5%
- FBB INSIGNIAS 3%
- MH INSIGNIAS 3%
- MH PLAN REVIEW 3%
- FBB INSPECTIONS 0%

Rounded to nearest whole percentage

SEPTEMBER 2012 EXPENDITURE BREAKDOWN



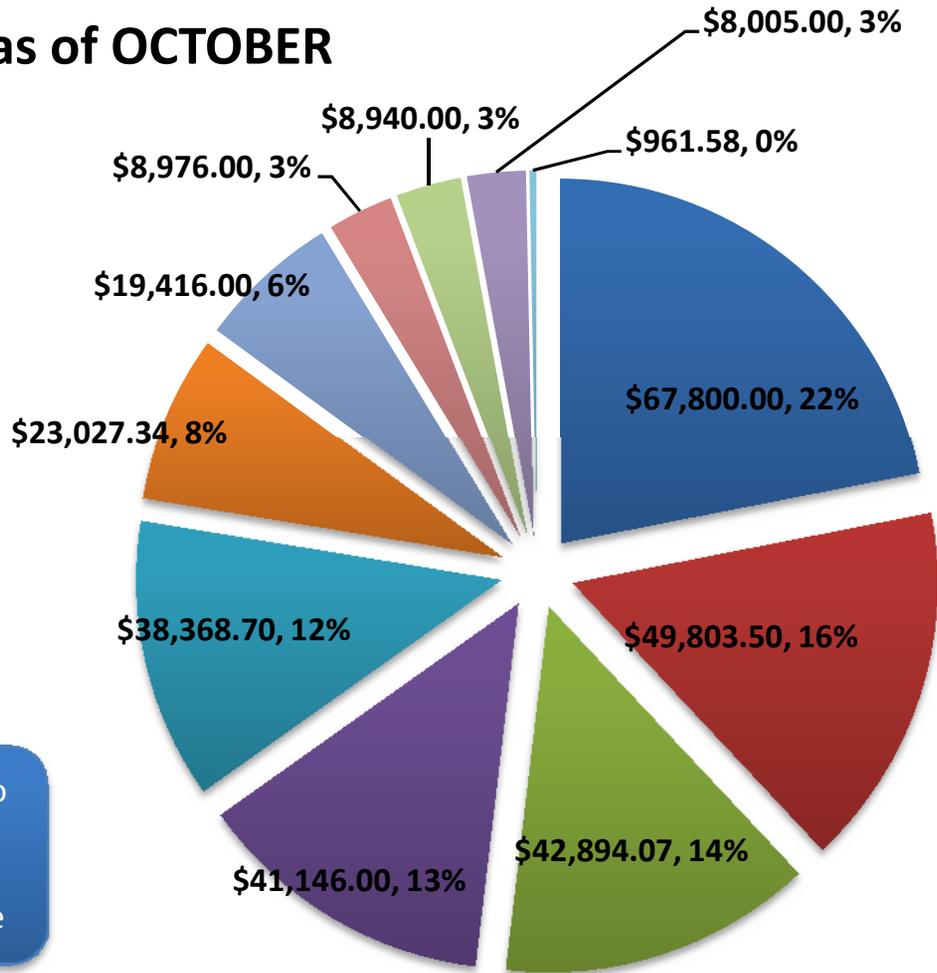
OCTOBER 2012 REVENUE BREAKDOWN



- MH PERMITS 27%
- RENEWED LICENSES 13%
- HUD PAYMENTS 13%
- FBB PERMITS 13%
- FBB PLAN REVIEW 10%
- NEW LICENSES 9%
- MH INSPECTIONS 6%
- MH INSIGNIAS 3%
- FBB INSIGNIAS 3%
- MH PLAN REVIEW 3%
- FBB INSPECTIONS 0%

Rounded to nearest whole percentage

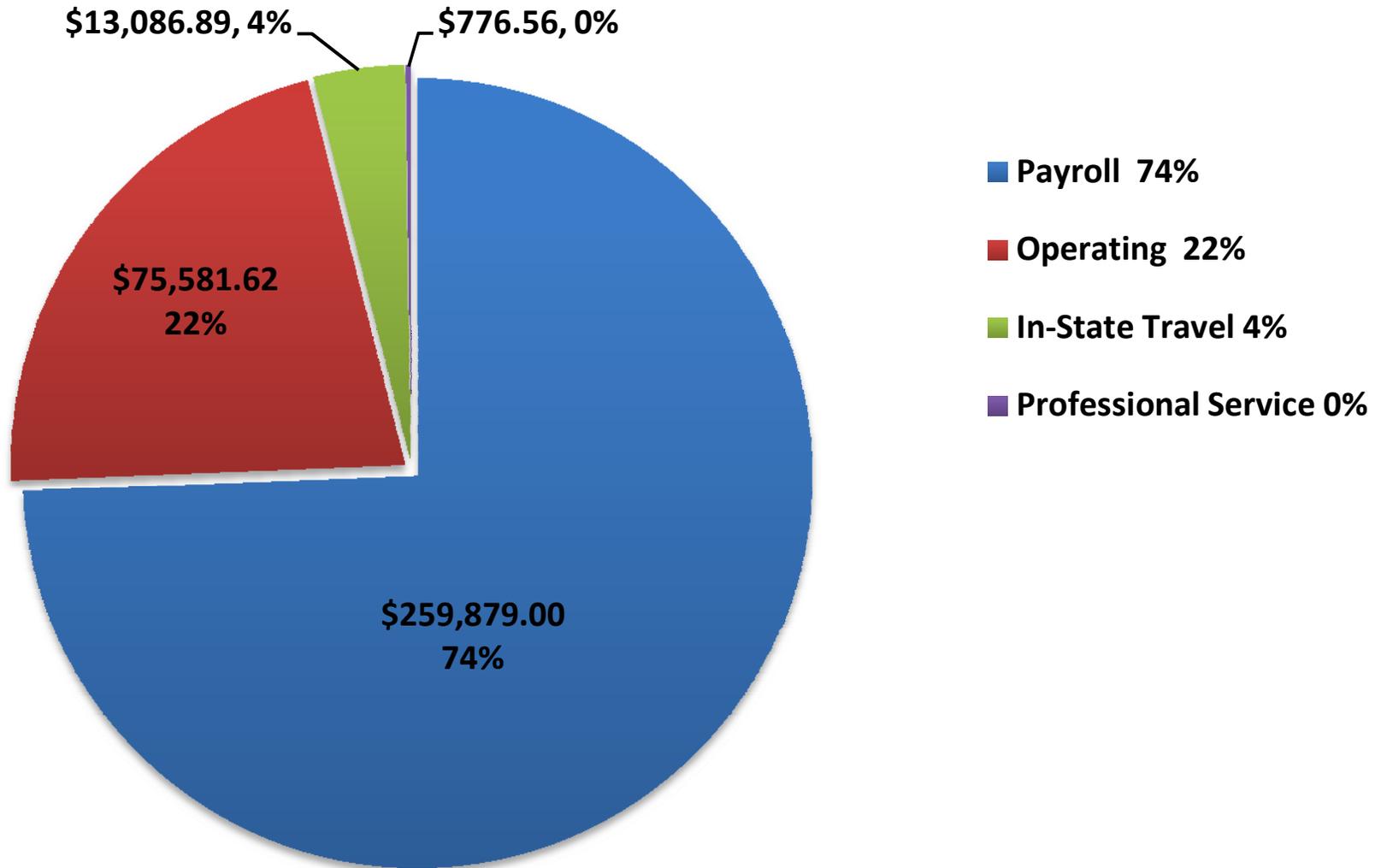
FY13 YTD REVENUE BREAKDOWN as of OCTOBER



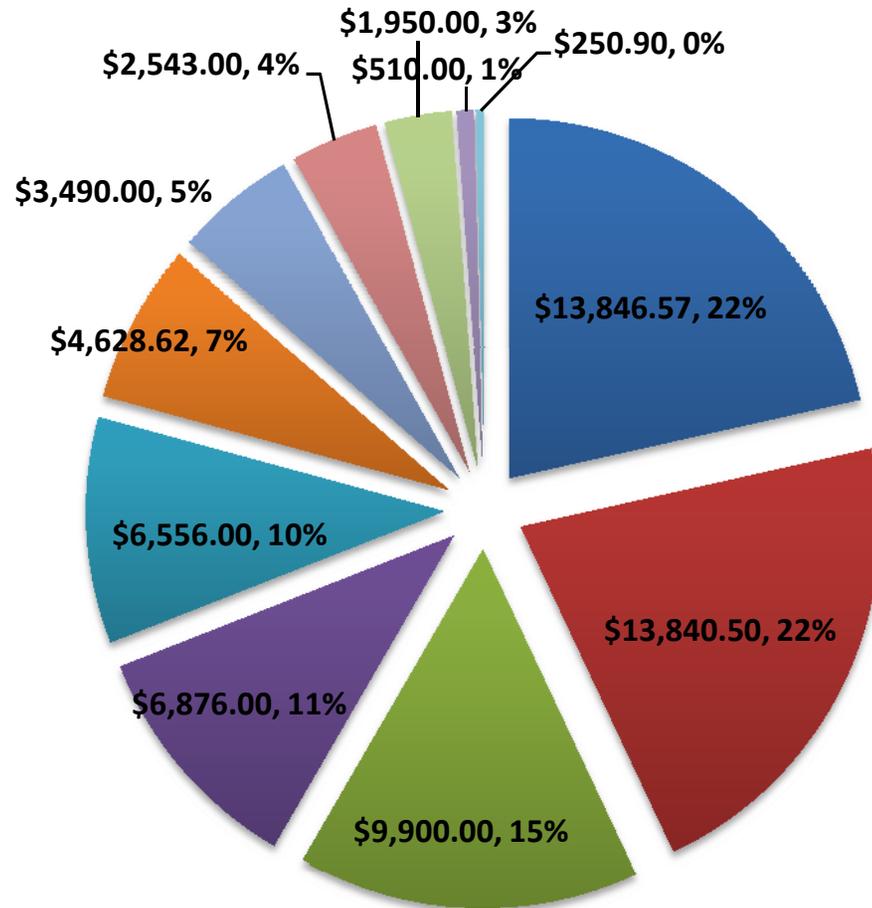
- MH PERMITS 22%
- RENEWED LICENSES 16%
- HUD PAYMENTS 14%
- FBB PLAN REVIEW 13%
- FBB PERMITS 12%
- MH INSPECTIONS 8%
- NEW LICENSES 6%
- FBB INSIGNIAS 3%
- MH INSIGNIAS 3%
- MH PLAN REVIEW 3%
- FBB INSPECTIONS 0%

Rounded to
nearest
whole
percentage

OCTOBER 2012 EXPENDITURE BREAKDOWN



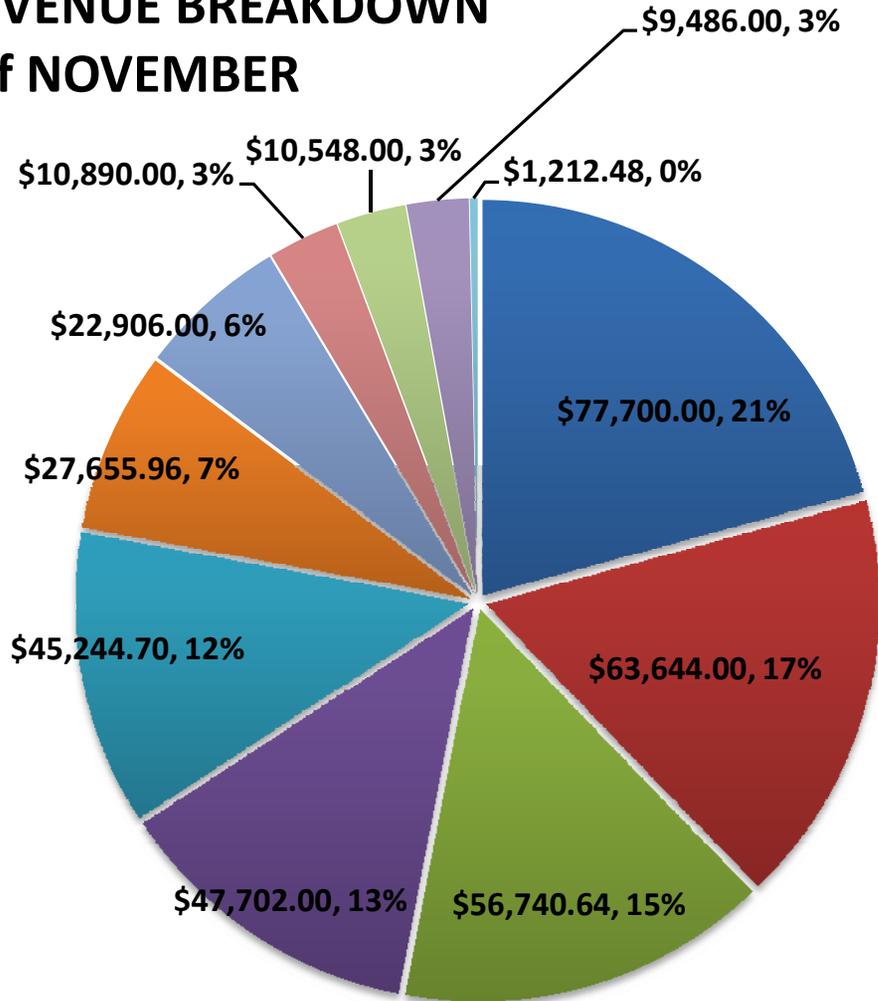
NOVEMBER 2012 REVENUE BREAKDOWN



- HUD PAYMENTS 22%
- RENEWED LICENSES 22%
- MH PERMITS 15%
- FBB PERMITS 11%
- FBB PLAN REVIEW 10%
- MH INSPECTIONS 7%
- NEW LICENSES 5%
- MH PLAN REVIEW 4%
- MH INSIGNIAS 3%
- FBB INSIGNIAS 1%
- FBB INSPECTIONS 0%

Rounded to nearest whole percentage

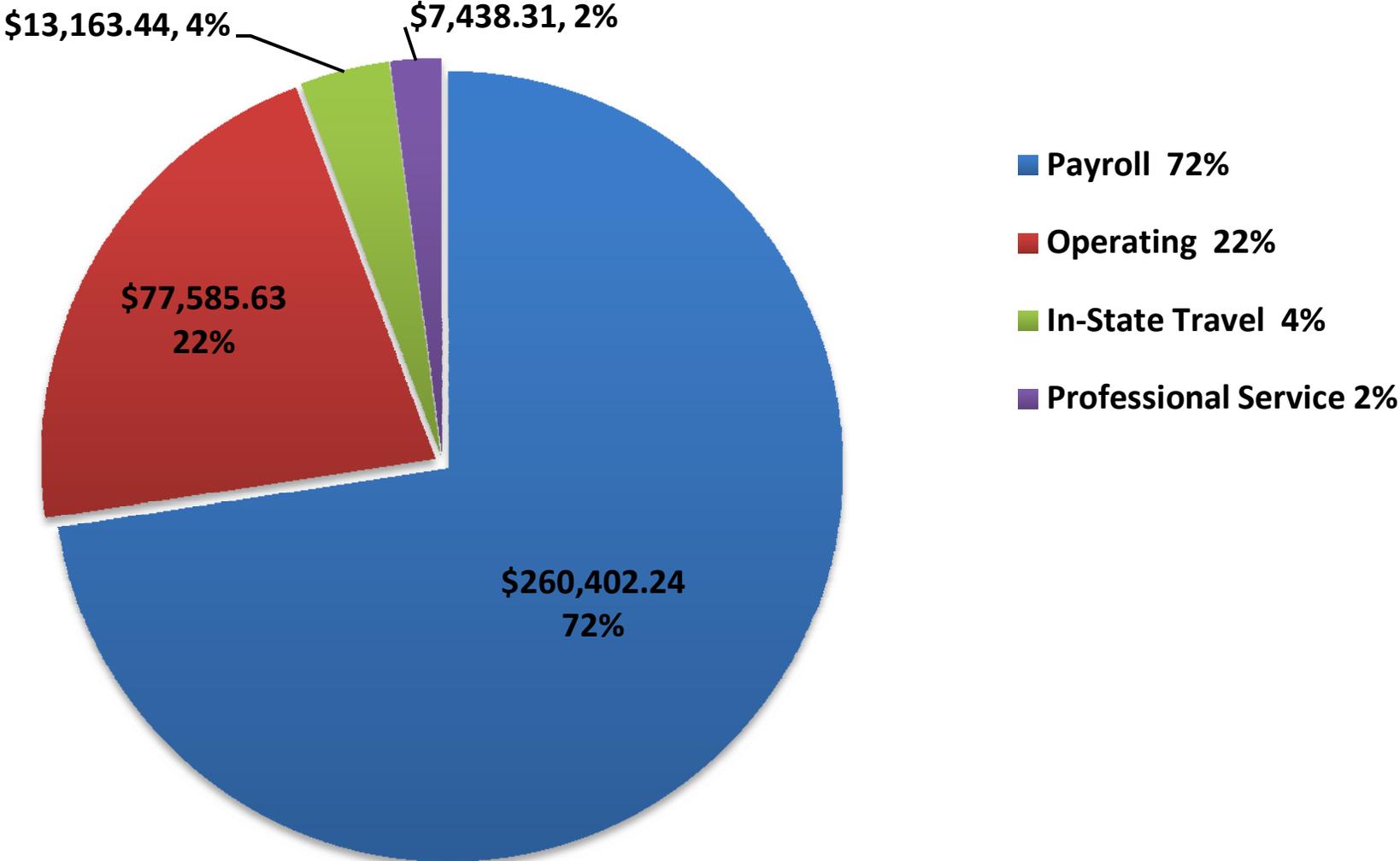
FY13 YTD REVENUE BREAKDOWN as of NOVEMBER



- MH PERMITS 21%
- RENEWED LICENSES 17%
- HUD PAYMENTS 15%
- FBB PLAN REVIEW 13%
- FBB PERMITS 12%
- MH INSPECTIONS 7%
- NEW LICENSES 6%
- MH INSIGNIAS 3%
- MH PLAN REVIEW 3%
- FBB INSIGNIAS 3%
- FBB INSPECTIONS 0%

Rounded to
nearest
whole
percentage

NOVEMBER 2012 EXPENDITURE BREAKDOWN



MONTHLY FINANCIAL REPORTS



- **December 2012**
- **January 2013**
- **February 2013**

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

DECEMBER 2012

	DECEMBER Reviews Completed	YTD	Prior YTD	Current Total Fees Generated	YTD	Prior YTD				
ENG. REPORT - FBB	33	254	242	\$6,682.50	\$54,384.50	\$38,054.00				
ENG. REPORT - MH	15	89	64	\$1,608.00	\$12,156.00	\$9,148.50				
PERMIT REPORT:	DECEMBER Permits Issued	YTD	Prior YTD	Current Total Fees Generated	YTD Fees Generated	Prior YTD Fees Generated				
M/H	50	309	270	\$15,000.00	\$92,700.00	\$33,210.00				
FBB	22	108	116	\$5,554.60	\$50,799.30	\$54,060.55				
INSPECTIONS REPORT:	DECEMBER 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	67	7	27	\$4,070.15	\$ 31,726.11				
FBB	2	17	0	0	\$323.80	\$ 1,536.28	0	0		
INSIGNIA REPORT:	DECEMBER Insignias Issued	YTD	Prior YTD	Current Total Fees Generated	YTD	Prior YTD				
M/H	109	1198	1037	\$1,090.00	\$11,980.00	\$10,370.00				
FBB	42	228	543	\$2,142.00	\$11,628.00	\$27,693.00				
LICENSING REPORT:	DECEMBER New Licenses Issued	YTD	Current Total Licensees	Prior Year Total Licensees	Current Total Fees Generated	YTD				
MANUFACTURERS	1	4	66	63	\$864.00	\$3,456.00				
DEALERS	1	11	228	239	\$432.00	\$6,286.00				
SALES PERSONS	13	76	593	606	\$2,678.00	\$15,656.00				
INSTALLERS	1	3	96	108	\$432.00	\$1,914.00				
RENEWAL LICENSING REPORT: <small>includes late renewals</small>	DECEMBER Renewal Licenses Issued	YTD	Current Total Fees Generated	YTD						
MANUFACTURERS	2	22	\$1,111.00	\$10,970.00						
DEALERS	13	87	\$4,489.25	\$29,435.75						
SALES PERSONS	26	211	\$2,858.25	\$23,561.25						
INSTALLERS	3	31	\$956.00	\$9,091.50						
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
	\$50,291.55	\$12,563.71	\$62,855.26	\$316,704.37	\$271,262.59	-\$20,360.08	\$306,315.91	\$335,121.84	\$633,408.74	\$612,631.82
Consumer Recovery Fund	Monthly Deposit	Monthly Claims Paid	Monthly Interest Earned	Fund Balance						
	\$ 10,080.00	\$ -	\$458.11	\$ 90,463.82						
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	\$ 3,416.36	\$ 270,928.61	\$ -	\$ 270,928.61		FY 13	\$ 4,555.14		

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

DECEMBER 2012

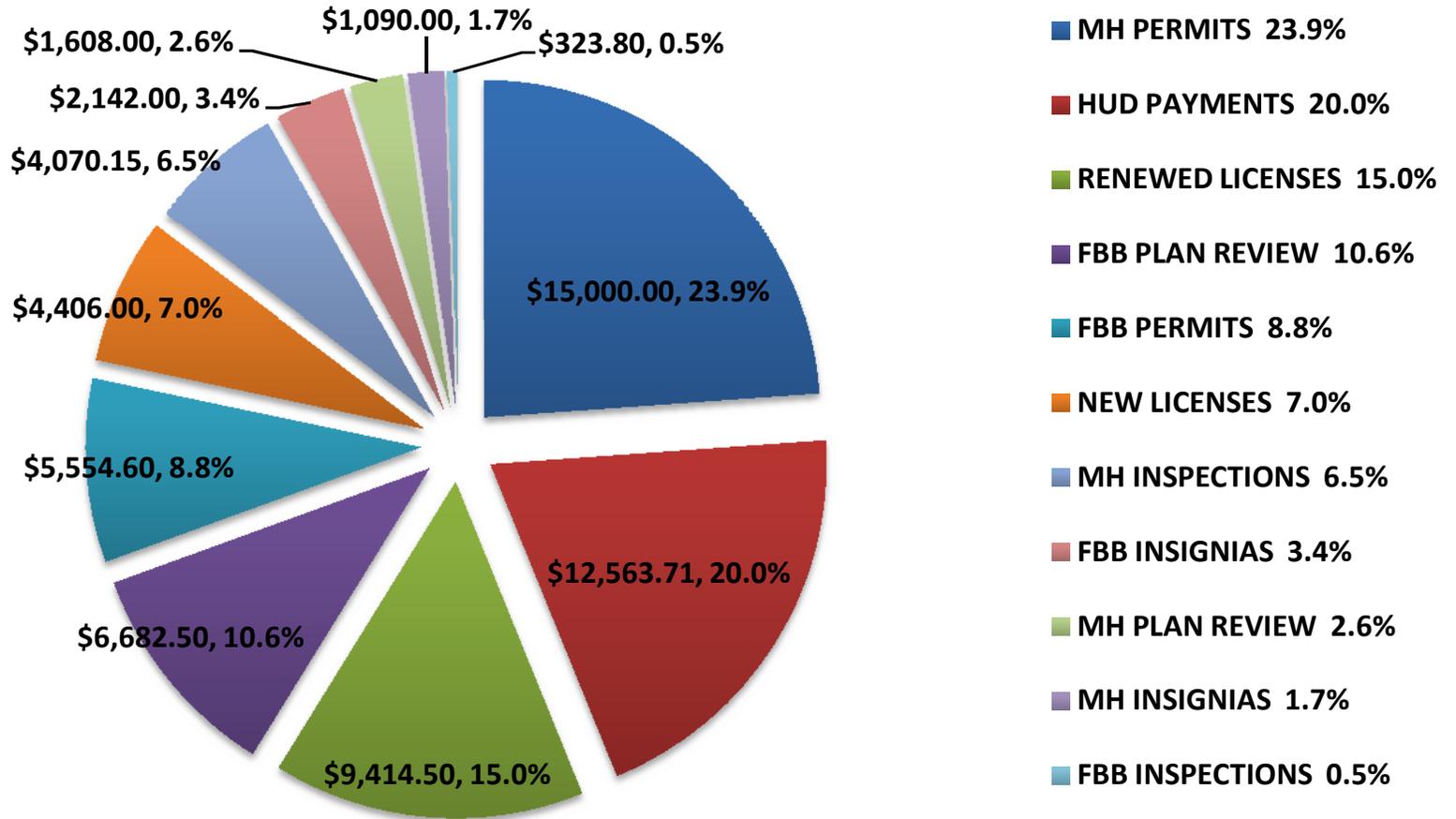
PRODUCTION REPORT:	Single	Double	Triple	Quad	Five	Inspection Visits	Violations Cited
# of Homes Labeled	44	63	4	0	0	8	7
PRODUCTION TREND:	2012	2011	2010	2009	2008	2007	2006
January	112	99	81	126	286	374	723
February	111	80	87	112	281	349	739
March	115	107	106	119	290	389	825
April	117	86	99	108	321	354	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	111	115	88	100	147	241	377

AUDITS:	With Violations	With Out Violations	Unlicensed Activity Investigations
Trust Account Audits	7	1	0
COMPLAINTS:	Current	YTD	Prior
New Received	4	23	28
Closed/Reopened	0	1	5
Closed for the Month	3	17	36

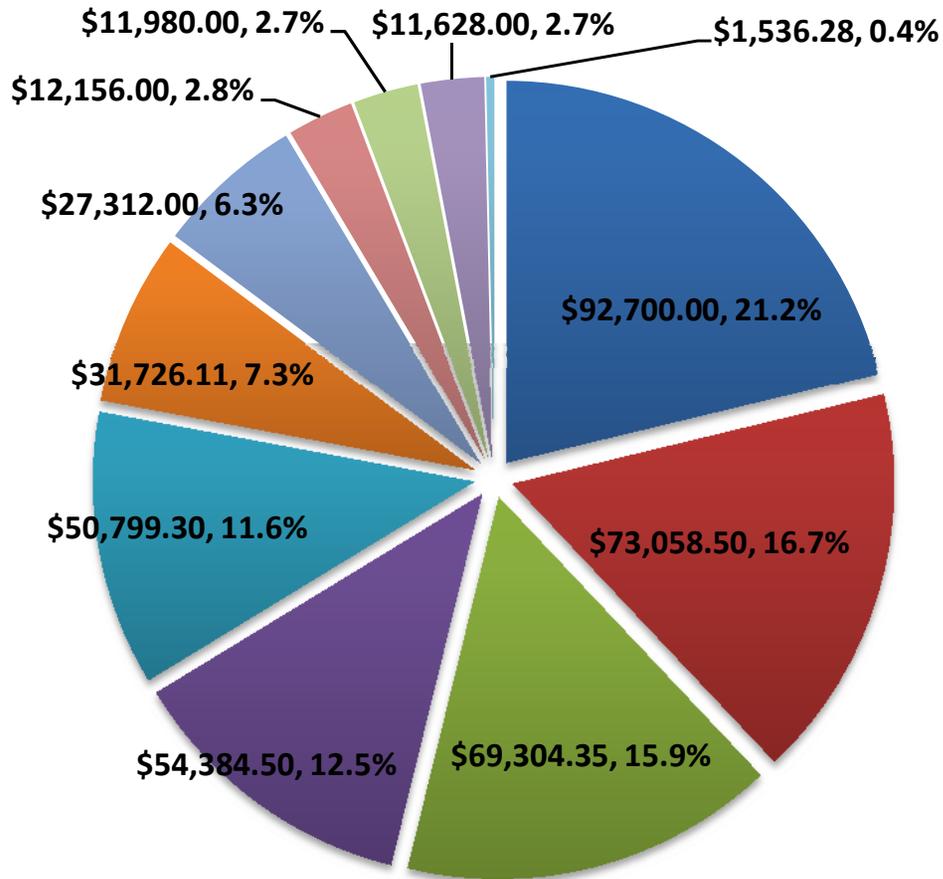
17 open/active complaints

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	207	38	155		16	152	45

DECEMBER 2012 REVENUE BREAKDOWN

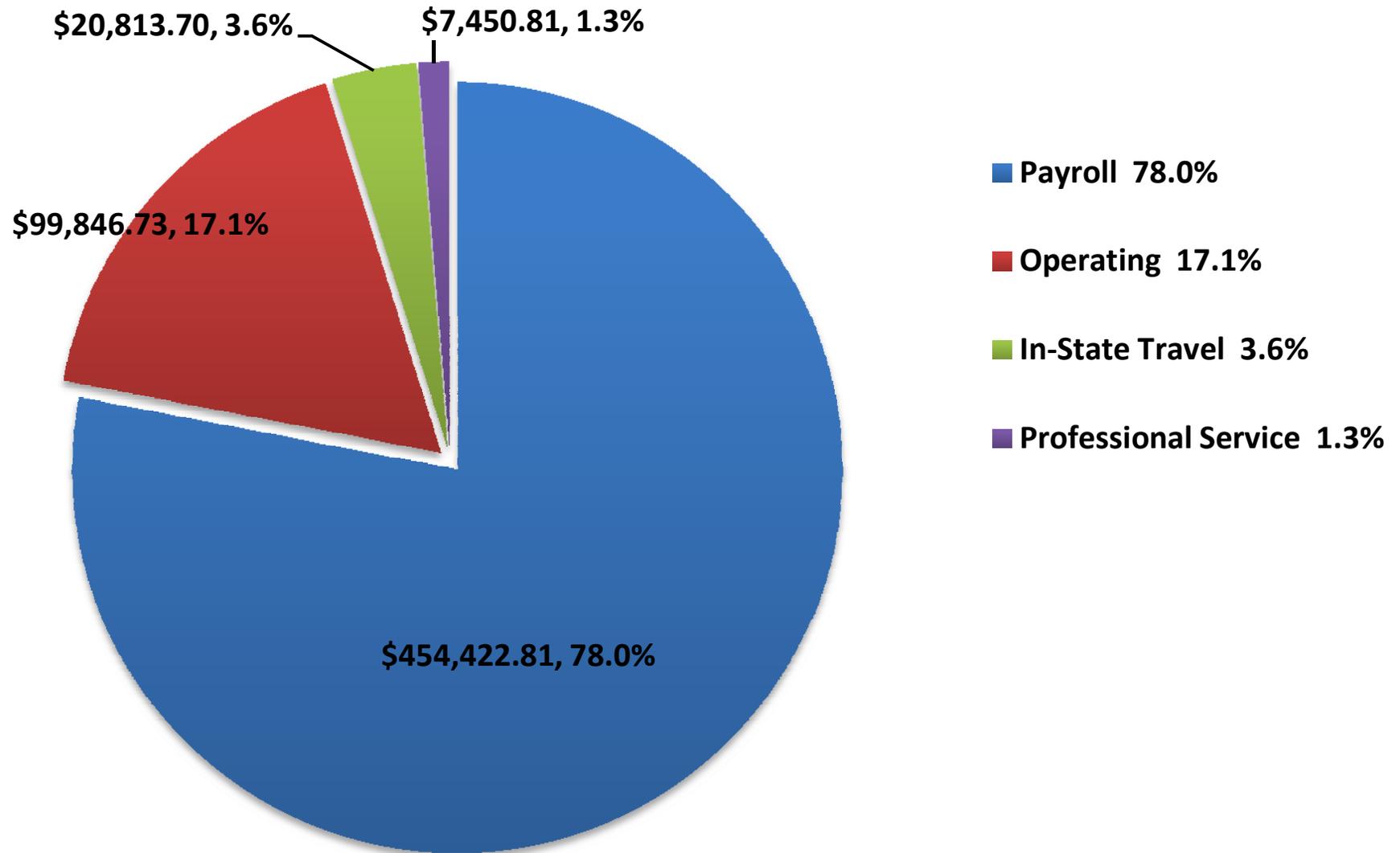


FY13 YTD REVENUE BREAKDOWN as of DECEMBER



- MH PERMITS 21.2%
- RENEWED LICENSES 16.7%
- HUD PAYMENTS 15.9%
- FBB PLAN REVIEW 12.5%
- FBB PERMITS 11.6%
- MH INSPECTIONS 7.3%
- NEW LICENSES 6.3%
- MH PLAN REVIEW 2.8%
- MH INSIGNIAS 2.7%
- FBB INSIGNIAS 2.7%
- FBB INSPECTIONS 0.4%

DECEMBER 2012 EXPENDITURE BREAKDOWN



Ayde Marquez

From: Ayde Marquez
Sent: Tuesday, January 29, 2013 2:39 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 December 2012
Attachments: December 2012_New Business Lic. Issued.pdf

DECEMBER 2012 – New Licensees

LICENSE TYPE	DECEMBER 2012 NEW	CURRENT TOTAL LICENSEES – all classes
Manufacturer	1	66
Dealer	1	228
Installer	1	96

NEW MANUFACTURER

Ekto Manufacturing Corp. 8539 M-9A 12/24/2012

NEW DEALER

AZ Mobile Homes 8538 D8-B 12/12/2012

NEW INSTALLER

J.P. Mobile Home Installer L.C. dba Top Notch Enterprises 8537 I-10G 12/5/2012

CLASSIFICATION DESCRIPTIONS

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

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)

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

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

1/29/2013 2:27:50 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: 8539 **Class:** M-9A **Type:** M **IO:** O OUT OF STATE

Date: 12/24/2012 **Renew Month:** DEC **Renew Day:** 23

Status: V VALID **Action Type:** E NEW LICENSE **Action Date:** 12 6:42:20 AM

Action Comment:

Company Name: Ekto Manufacturing Corp.

Reference:

Phone: 207-324-4427

FAX:

Address: 83 Eagle Dr.

City: Sanford

State: ME **Zip:** 04073

County: 0 OUT-OF-STATE

Address 2: P.O. Box 449

City 2: Sanford

State 2: ME **Zip 2:** 04073

County 2: 0 OUT-OF-STATE

Corporation: Corporation

Fee: \$0.00

Qualifying Party:

Last Name: Faessler

Phone: 207-324-4427

First Name: Willy

Middle Name: A

FAX:

Bond Status: V VALID

Bond: S-815488

Bond Surety: NGM Insurance Company

Bond Amount: \$10,000.00

Comments:

License issued 12/24/12(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

1/29/2013 2:28:49 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: 8538 **Class:** D-8B **Type:** D **IO:** I IN STATE

Date: 12/12/2012 **Renew Month:** DEC **Renew Day:** 11

Status: V VALID **Action Type:** E NEW LICENSE **Action Date:** 2/10/13 10:18:05 AM

Action Comment:

Company Name: AZ Mobile Homes

Reference:

Phone: 520-292-6000

FAX:

Address: 2971 W. Calle Lucinda

City: Tucson

State: AZ **Zip:** 85741

County: K PIMA

Address 2: 2971 W. Calle Lucinda

City 2: Tucson

State 2: AZ **Zip 2:** 85741

County 2: K PIMA

Corporation: Individual

Fee: \$0.00

Qualifying Party:

Last Name: Stone

Phone: 520-292-6000

First Name: Steven

Middle Name: C

FAX:

Bond Status: E EXEMPT

Bond:

Bond Surety:

Bond Amount: \$0.00

Comments:

License issued 12/12/12(dg). New address 1/21/13(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

1/29/2013 2:29:22 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: 8537 **Class:** I-10G **Type:** I **IO:** I IN STATE

Date: 12/5/2012 **Renew Month:** DEC **Renew Day:** 04

Status: V VALID **Action Type:** E NEW LICENSE **Action Date:** 2/10/2013 10:08:54 AM

Action Comment:

Company Name: Top Notch Enterprises
J.P. Mobile Home Installer L.C.

Reference:

Phone: 520-559-0527 **FAX:**

Address: 1197 W. Saguaro St.

City: Safford

State: AZ **Zip:** 85546

County: E GRAHAM

Address 2: 1197 W. Saguaro St.

City 2: Safford

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

County 2: E GRAHAM

Corporation: LLC

Fee: \$0.00

Qualifying Party:

Last Name: Pena

Phone: 520-559-0527

First Name: Jose

Middle Name: A

FAX:

Bond Status: V VALID

Bond: 2118871

Bond Surety: Old Republic Surety Company

Bond Amount: \$5,000.00

Comments:

License issued 12/5/12(dg).

BranchSubReport:

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

JANUARY 2013

	JANUARY Reviews Completed	YTD	Prior YTD	Current Total Fees Generated	YTD	Prior YTD				
ENG. REPORT - FBB	37	291	268	\$6,381.50	\$60,766.00	\$42,830.00				
ENG. REPORT - MH	10	99	69	\$1,340.00	\$13,630.00	\$9,684.50				
PERMIT REPORT:	JANUARY Permits Issued	YTD	Prior YTD	Current Total Fees Generated	YTD Fees Generated	Prior YTD Fees Generated				
M/H	54	363	317	\$16,200.00	\$108,900.00	\$38,991.00				
FBB	59	167	161	\$12,044.00	\$62,843.30	\$63,649.55				
INSPECTIONS REPORT:	JANUARY 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	12	79	4	31	\$5,017.25	\$ 36,743.36				
FBB	3	20	0	0	\$574.21	\$ 2,110.49	0	0		
CERTIFICATE REPORT (INSIGNIA) :	JANUARY Insignias Issued	YTD	Prior YTD	Current Total Fees Generated	YTD	Prior YTD				
INSTALLATION	303	1501	1119	\$3,030.00	\$15,010.00	\$11,190.00				
FBB MANUFACTURER	104	332	553	\$5,304.00	\$16,932.00	\$28,203.00				
LICENSING REPORT:	JANUARY New Licenses Issued	YTD	Current Total Licensees	Prior Year Total Licensees	Current Total Fees Generated	YTD				
MANUFACTURERS	1	5	66	62	\$1,358.00	\$4,814.00				
DEALERS	2	13	230	237	\$864.00	\$7,150.00				
SALES PERSONS	12	88	578	593	\$2,472.00	\$18,128.00				
INSTALLERS	0	3	92	105	\$0.00	\$1,914.00				
RENEWAL LICENSING REPORT: <small>Includes late renewals</small>	JANUARY Renewal Licenses Issued	YTD	Current Total Fees Generated	YTD						
MANUFACTURERS	2	24	\$864.00	\$11,834.00						
DEALERS	28	115	\$8,788.50	\$38,224.25						
SALES PERSONS	45	256	\$4,841.00	\$28,402.25						
INSTALLERS	11	42	\$3,500.50	\$12,592.00						
	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:	\$72,578.96	\$12,688.45	\$85,267.41	\$376,490.04	\$311,595.74	\$58,443.20	\$364,759.11	\$426,227.00	\$645,411.50	\$625,301.33
Consumer Recovery Fund	Monthly Deposit	Monthly Claims Paid	Monthly Interest Earned	Fund Balance						
	\$ 9,778.25	\$ -	\$389.96	\$ 100,242.07						
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	\$ 3,416.36	\$ 270,928.61	\$ -	\$ 270,928.61		FY 13	\$ 4,555.14		

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

JANUARY 2013

PRODUCTION REPORT:	Single	Double	Triple	Quad	Five	Inspection Visits	Violations Cited
Number of Homes Labeled	26	64	2	0	0	11	4

PRODUCTION TREND:	2013	2012	2011	2010	2009	2008	2007	2006
January	92	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		111	115	88	100	147	241	377

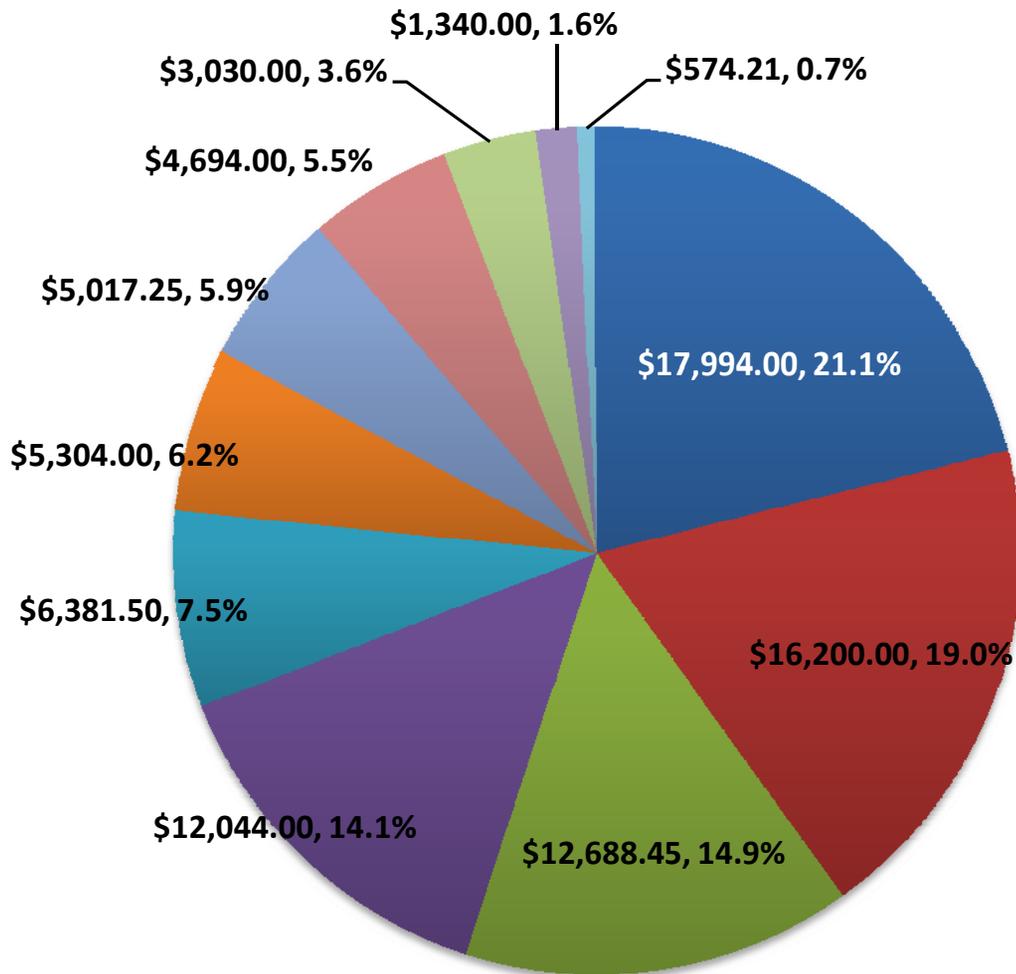
AUDITS:	With Violations	With Out Violations	Unlicensed Activity Investigations
Trust Account Audits	5	1	3

COMPLAINTS:	Current	YTD	Prior
New Received	3	26	35
Closed/Reopened	0	1	6
Closed for the Month	4	21	40

16 open/active complaints

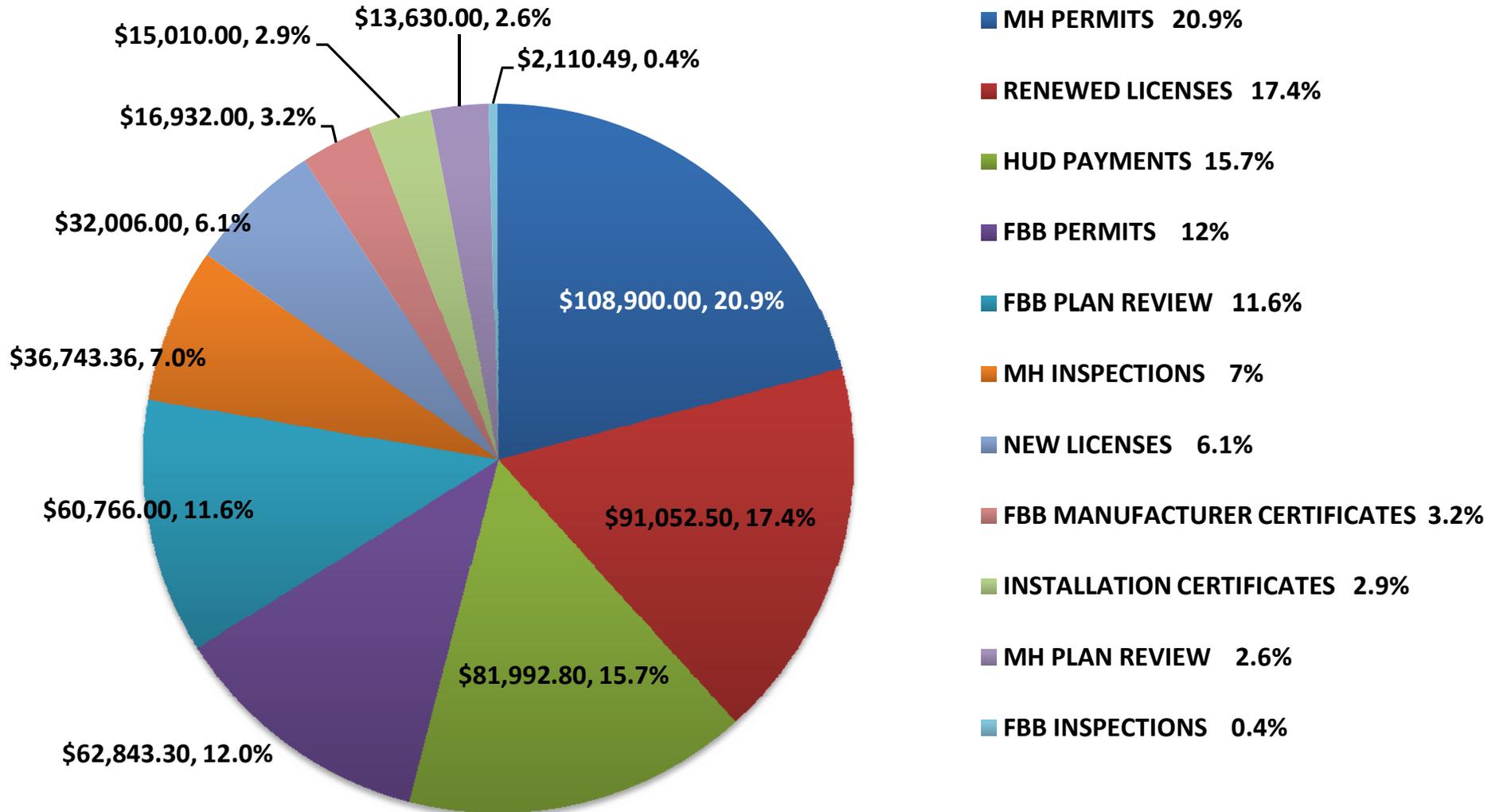
Certificates (Insignias) Reported As Affixed	INSTALLATION MBL/MFG FBB 2013	INSTALLATION MBL/MFG Homes 2012	INSTALLATION MBL/MFG Homes 2011	INSTALLATION MBL/MFG Homes 2010		FBB Manufacturer 2013	FBB Manufacturer 2012	FBB Manufacturer 2011	FBB Manufacturer 2010
January	185	131	105	227		37	78	34	10
February		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		207	38	155			16	152	45

JANUARY 2013 REVENUE BREAKDOWN

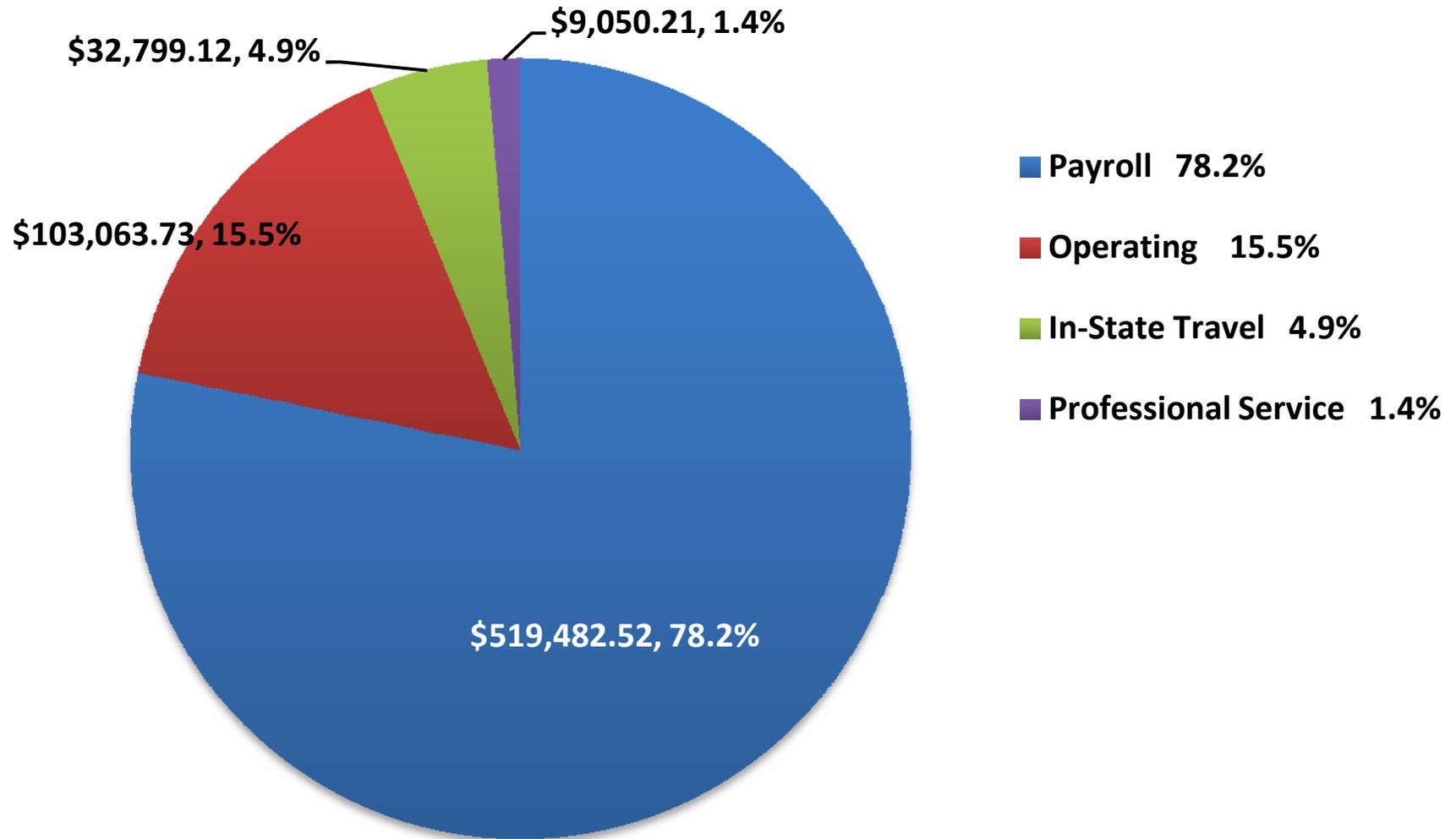


- RENEWED LICENSES 21.1%
- MH PERMITS 19.0%
- HUD PAYMENTS 14.9%
- FBB PERMITS 14.1%
- FBB PLAN REVIEW 7.5%
- FBB MANUFACTURER CERTIFICATES 6.2%
- MH INSPECTIONS 5.9%
- NEW LICENSES 5.5%
- INSTALLATION CERTIFICATES 3.6%
- MH PLAN REVIEW 1.6%
- FBB INSPECTIONS 0.7%

FY13 YTD REVENUE BREAKDOWN as of JANUARY 2013



JANUARY 2013 EXPENDITURE BREAKDOWN



Ayde Marquez

From: Ayde Marquez
Sent: Tuesday, February 26, 2013 4:43 PM
To: 'sam.baird@clayton.net'; 'artjean2002@yahoo.com'; 'alspecialists@msn.com'; 'GLEESONMHS@aol.com'; 'neal@nthpropmgt.com'; 'jhart@modularsolutionsltd.com'; 'Everette Hoyle'; 'Zee Ko'; 'jdingeman@priority-appraisal-llc.com'
Cc: Gene Palma; Debra Blake
Subject: New Business Licenses Issued in January 2013
Attachments: January 2013_New Business Lic. Issued.pdf

JANUARY 2013 – New Licensees

LICENSE TYPE	JANUARY 2013 NEW	CURRENT TOTAL LICENSEES – all classes
Manufacturer	1	66
Dealer	2	230
Installer	0	92

NEW MANUFACTURER

Blue Ridge Log Cabins LLC 8542 M9-E 1/23/2013

NEW DEALER

Tucson Desert Realty, LLC 8540 D-8B 1/10/2013
L & S Mobile Home Sales LLC 8541 D-8B 1/16/2013

CLASSIFICATION DESCRIPTIONS

M-9E Master Manufacturer (includes M-9A and M-9C license scopes)

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)

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

2/26/2013 3:13:55 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: 8542 **Class:** M-9E **Type:** M **IO:** O OUT OF STATE

Date: 1/23/2013 **Renew Month:** JAN **Renew Day:** 22

Status: V VALID **Action Type:** E NEW LICENSE **Action Date:** 13 2:45:34 PM

Action Comment:

Company Name: Blue Ridge Log Cabins LLC

Reference:

Phone: 864-457-7343

FAX:

Address: 625 E. Frontage Rd.

City: Campobello

State: SC **Zip:** 29322

County: 0 OUT-OF-STATE

Address 2: 625 E. Frontage Rd.

City 2: Campobello

State 2: SC **Zip 2:** 29322

County 2: 0 OUT-OF-STATE

Corporation: LLC

Fee: \$0.00

Qualifying Party:

Last Name: Smith Jr.

Phone: 864-457-7343

First Name: Milton

Middle Name: A

FAX:

Bond Status: V VALID

Bond: BL69780708

Bond Surety: The Hanover Insurance Company

Bond Amount: \$100,000.00

Comments:

License issued 1/23/13(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

2/26/2013 3:14:57 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: 8540 **Class:** D-8B **Type:** D **IO:** I IN STATE

Date: 1/10/2013 **Renew Month:** JAN **Renew Day:** 09

Status: V VALID **Action Type:** E NEW LICENSE **Action Date:** 13 7:19:36 AM

Action Comment:

Company Name: Tucson Desert Realty LLC

Reference:

Phone: 520-312-3540

FAX:

Address: 251 W. 38th St., #4106

City: Tucson

State: AZ **Zip:** 85713

County: K PIMA

Address 2: 251 W. 38th St., #4106

City 2: Tucson

State 2: AZ **Zip 2:** 85713

County 2: K PIMA

Corporation: LLC

Fee: \$0.00

Qualifying Party:

Last Name: Serrano

Phone: 520-312-3540

First Name: Jannet

Middle Name: M

FAX:

Bond Status: E EXEMPT

Bond:

Bond Surety:

Bond Amount: \$0.00

Comments:

License issued 1/10/2013(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

2/26/2013 3:15:31 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: 8541 **Class:** D-8B **Type:** D **IO:** I IN STATE

Date: 1/16/2013 **Renew Month:** JAN **Renew Day:** 15

Status: V VALID **Action Type:** E NEW LICENSE **Action Date:** 3/10/11:08 AM

Action Comment:

Company Name: L & S Mobile Home Sales LLC

Reference:

Phone: 602-996-2332 **FAX:**

Address: 1105 E. Villa Theresa Dr.

City: Phoenix

State: AZ **Zip:** 85022

County: H MARICOPA

Address 2: 20235 N. Cave Creek Rd., #104-272

City 2: Phoenix

State 2: AZ **Zip 2:** 85024

County 2: H MARICOPA

Corporation: LLC

Fee: \$0.00

Qualifying Party:

Last Name: Bloomberg

Phone: 602-996-2332

First Name: Ellen

Middle Name: R

FAX:

Bond Status: E EXEMPT

Bond:

Bond Surety:

Bond Amount: \$0.00

Comments:

License issued 1/16/13(dg).

BranchSubReport:

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

FEBRUARY 2013

	FEBRUARY Reviews Completed	YTD	Prior YTD	Current Total Fees Generated	YTD	Prior YTD				
ENG. REPORT - FBB	33	324	322	\$7,729.00	\$68,495.00	\$52,521.00				
ENG. REPORT - MH	8	107	76	\$2,145.00	\$15,641.00	\$11,694.50				
PERMIT REPORT:	FEBRUARY Permits Issued	YTD	Prior YTD	Current Total Fees Generated	YTD Fees Generated	Prior YTD Fees Generated				
M/H	36	399	376	\$10,800.00	\$119,700.00	\$46,248.00				
FBB	38	205	194	\$8,752.00	\$71,595.30	\$71,890.55				
INSPECTIONS REPORT:	FEBRUARY 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	11	90	2	36	\$3,563.27	\$ 40,306.63				
FBB	1	21	0	1	\$408.00	\$ 2,518.49	0	0		
CERTIFICATE REPORT (INSIGNIA) :	FEBRUARY Insignias Issued	YTD	Prior YTD	Current Total Fees Generated	YTD	Prior YTD				
INSTALLATION	185	1686	1360	\$1,850.00	\$16,860.00	\$13,600.00				
FBB MANUFACTURER	2	334	626	\$102.00	\$17,034.00	\$31,926.00				
LICENSING REPORT:	FEBRUARY New Licenses Issued	YTD	Current Total Licensees	Prior Year Total Licensees	Current Total Fees Generated	YTD				
MANUFACTURERS	0	5	64	61	\$0.00	\$4,814.00				
DEALERS	1	14	229	233	\$566.00	\$7,716.00				
SALES PERSONS	9	97	579	593	\$1,854.00	\$19,982.00				
INSTALLERS	0	3	94	103	\$0.00	\$1,914.00				
RENEWAL LICENSING REPORT: <small>Includes late renewals</small>	FEBRUARY Renewal Licenses Issued	YTD	Current Total Fees Generated	YTD						
MANUFACTURERS	6	30	\$2,808.00	\$14,642.00						
DEALERS	15	130	\$5,235.75	\$43,460.00						
SALES PERSONS	34	290	\$3,785.25	\$32,187.50						
INSTALLERS	8	50	\$2,344.00	\$14,936.00						
	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:	\$51,942.27	\$158,987.55	\$210,929.82	\$425,177.51	\$359,612.21	\$58,448.07	\$423,207.18	\$474,528.57	\$637,766.27	\$634,810.77
Consumer Recovery Fund	Monthly Deposit	Monthly Claims Paid	Monthly Interest Earned	Fund Balance						
	\$ 11,855.04	\$ -	\$384.01	\$ 112,097.11						
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	\$ 3,416.36	\$ 270,928.61	\$ -	\$ 270,928.61		FY 13	\$ 4,555.14		

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

FEBRUARY 2013

PRODUCTION REPORT:	Single	Double	Triple	Quad	Five	Inspection Visits	Violations Cited
Number of Homes Labeled	28	50	2	0	0	10	3

PRODUCTION TREND:	2013	2012	2011	2010	2009	2008	2007	2006
January	92	112	99	81	126	286	374	723
February	84	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		111	115	88	100	147	241	377

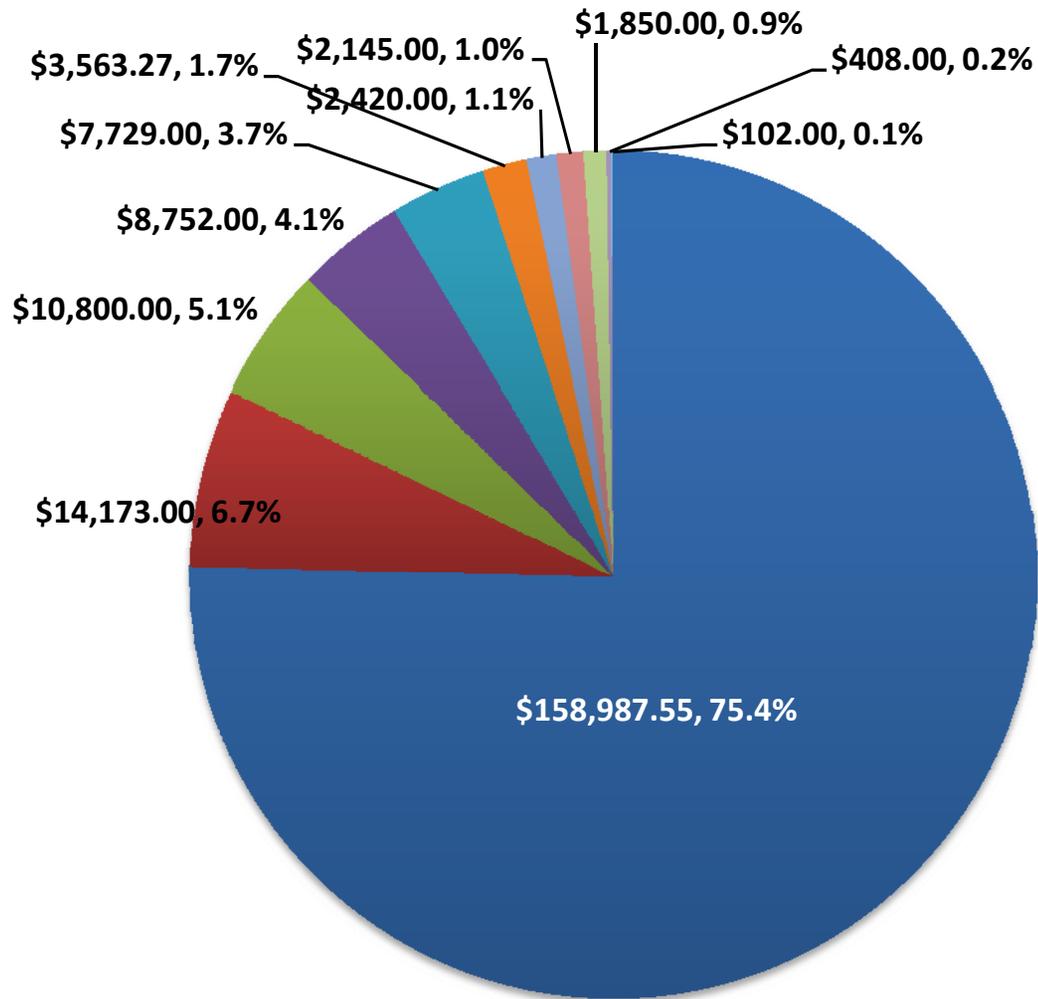
AUDITS:	With Violations	With Out Violations	Unlicensed Activity Investigations
Trust Account Audits	6	0	0

COMPLAINTS:	Current	YTD	Prior
New Received	3	29	37
Closed/Reopened	0	1	6
Closed for the Month	4	25	46

17 open/active complaints

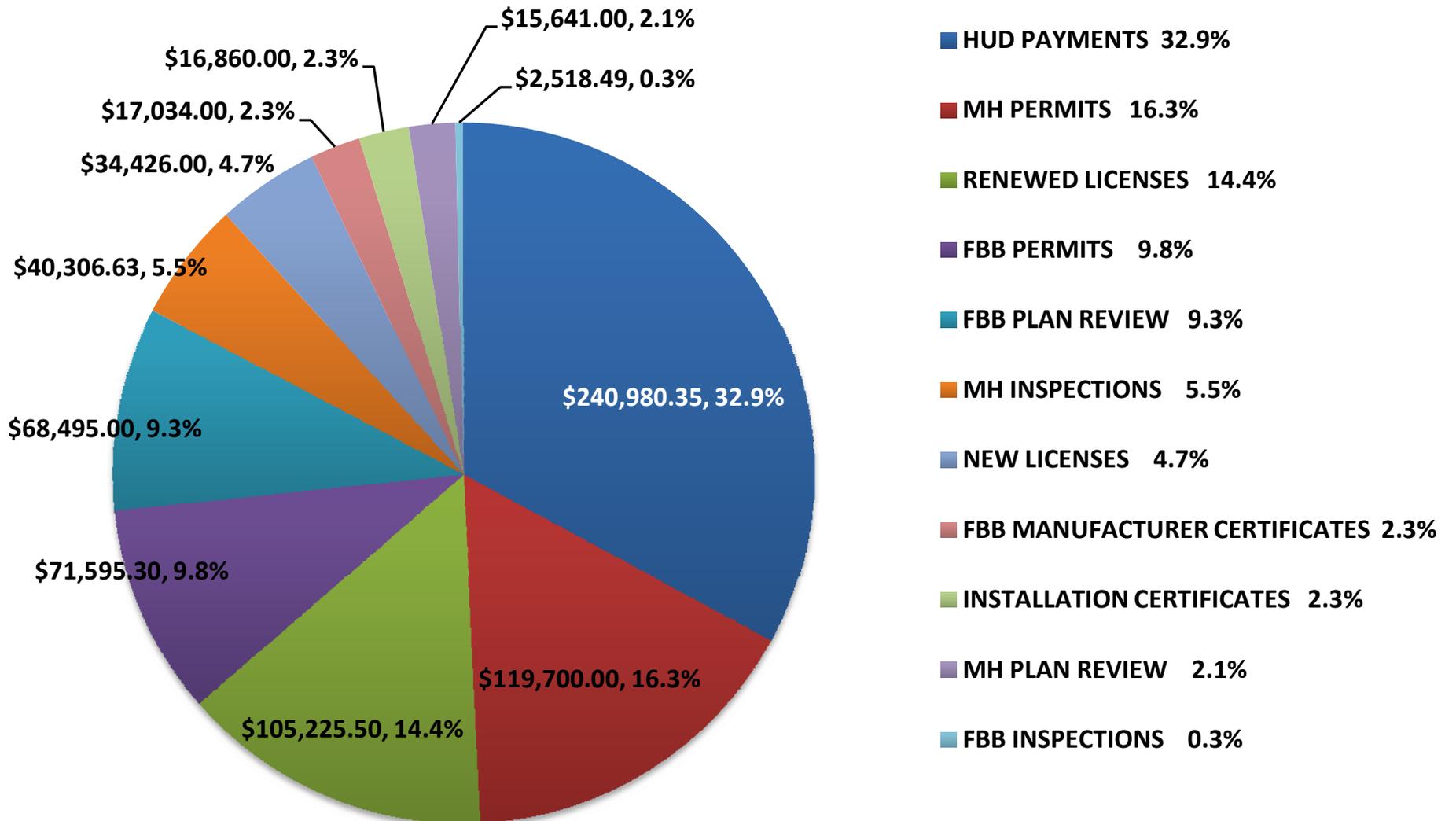
Certificates (Insignias) Reported As Affixed	INSTALLATION MBL/MFG FBB 2013	INSTALLATION MBL/MFG Homes 2012	INSTALLATION MBL/MFG Homes 2011	INSTALLATION MBL/MFG Homes 2010		FBB Manufacturer 2013	FBB Manufacturer 2012	FBB Manufacturer 2011	FBB Manufacturer 2010
January	185	131	105	227		37	78	34	10
February	156	129	135	147		59	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		207	38	155			16	152	45

FEBRUARY 2013 REVENUE BREAKDOWN

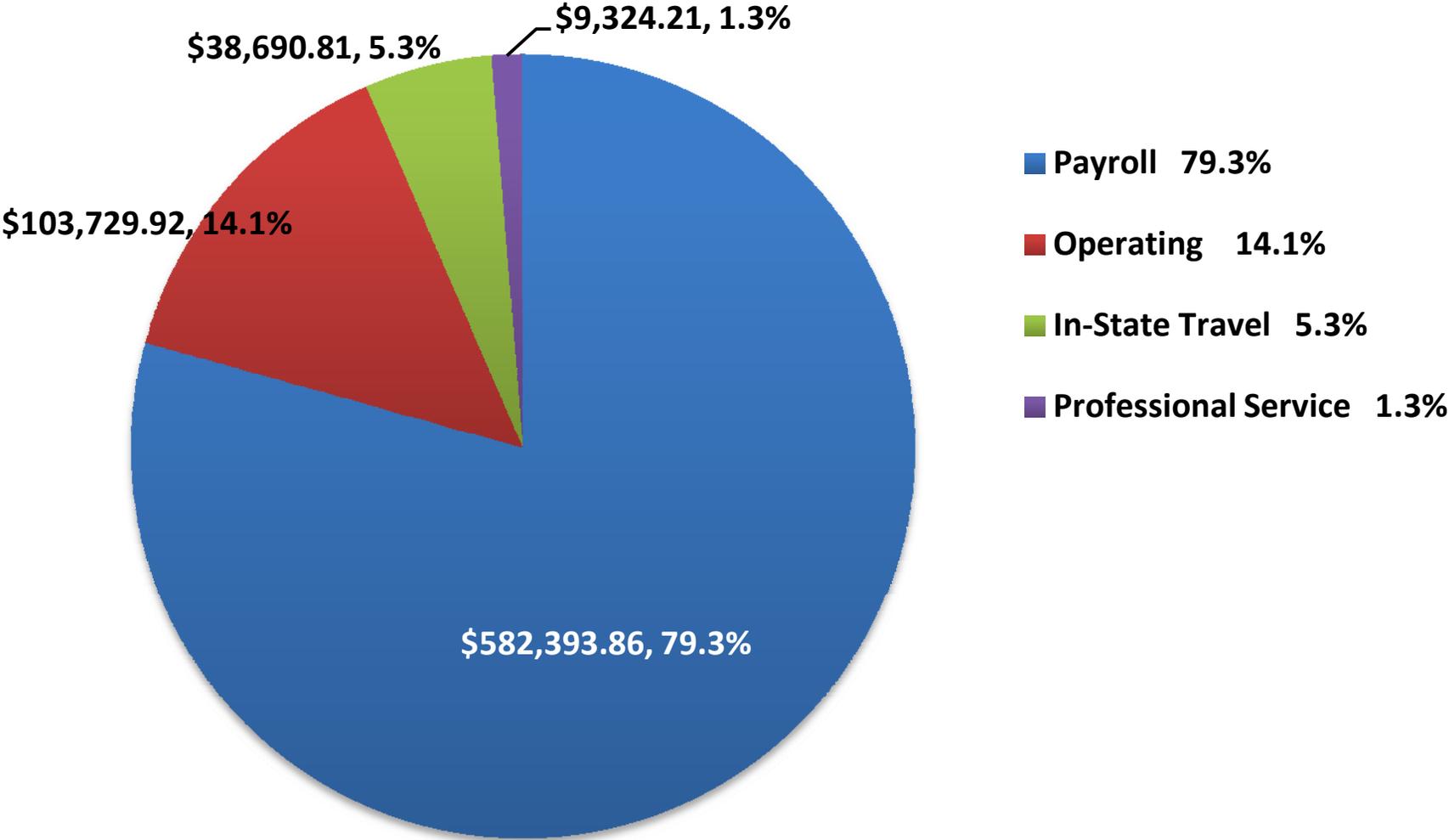


- HUD PAYMENTS 75.4%
- RENEWED LICENSES 6.7%
- MH PERMITS 5.1%
- FBB PERMITS 4.1%
- FBB PLAN REVIEW 3.7%
- MH INSPECTIONS 1.7%
- NEW LICENSES 1.1%
- MH PLAN REVIEW 1.0%
- INSTALLATION CERTIFICATES 0.9%
- FBB INSPECTIONS 0.2%
- FBB MANUFACTURER CERTIFICATES 0.1%

FY13 YTD REVENUE BREAKDOWN as of FEBRUARY 2013



FEBRUARY 2013 EXPENDITURE BREAKDOWN



Ayde Marquez

From: Ayde Marquez
Sent: Tuesday, March 26, 2013 4:37 PM
To: 'sam.baird@clayton.net'; 'artjean2002@yahoo.com'; 'alspecialists@msn.com'; 'GLEESONMHS@aol.com'; 'neal@nthpropmgt.com'; 'jhart@modularsolutionsltd.com'; 'Everette Hoyle'; 'jdingeman@priority-appraisal-llc.com'; 'Zee Ko'
Cc: Gene Palma; Debra Blake
Subject: New Business Licenses Issued in February 2013
Attachments: February 2013_New Business Lic. Issued.pdf

FEBRUARY 2013 – New Licensees

LICENSE TYPE	FEBRUARY 2013 NEW	CURRENT TOTAL LICENSEES – all classes
Manufacturer	0	64
Dealer	1	229
Installer	0	94

NEW DEALER

C.W. Investor Properties LLC 8543 D-8 2/1/2013

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)

Have a wonderful evening.

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

3/26/2013 4:17:48 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: 8543 **Class:** D-8 **Type:** D **IO:** I IN STATE

Date: 2/1/2013 **Renew Month:** JAN **Renew Day:** 31

Status: V VALID **Action Type:** E NEW LICENSE **Action Date:** 3/11/2013 11:21:07 AM

Action Comment:

Company Name: C.W. Investor Properties LLC

Reference:

Phone: 480-473-2270

FAX:

Address: 5002 W. Bethany Home Rd.

City: Glendale

State: AZ **Zip:** 85301

County: H MARICOPA

Address 2: 5002 W. Bethany Home Rd.

City 2: Glendale

State 2: AZ **Zip 2:** 85301

County 2: H MARICOPA

Corporation: LLC

Fee: \$0.00

Qualifying Party:

Last Name: Cabano

Phone: 480-473-2270

First Name: Michael

Middle Name: R

FAX:

Bond Status: V VALID

Bond: 3633370

Bond Surety: Great American Insurance Company

Bond Amount: \$25,000.00

Comments:

License issued 2/1/13(dg). Branches 1 and 2 added 3/4/13(dg).

BranchSubReport:

RECOVERY FUND



RECOVERY FUND SUMMARY

CREDITS		DEBITS		BALANCE	
Balance as of 3/1/13	\$121,237.11	ACTUAL CLAIM	CLAIM AMOUNT	New Balance	\$121,661.77
Prior Month's Cash Bond Interest Earned	\$424.66	Claims that have been to hearing and are awaiting payment	\$0.00	Minus Actual and Potential Claim Amounts	\$20,000.00
New Balance	\$121,661.77	POTENTIAL CLAIMS	CLAIM AMOUNT	Remaining Balance	\$101,661.77
		Claims that have been scheduled for hearing and are awaiting hearing date	\$0.00		
		Claims not yet scheduled for hearing	\$20,000.00		
		TOTAL	\$20,000.00		

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	\$ 50,291.00	17.5%
JAN	\$ 50,454.57	\$ 72,578.96	30.5%
FEB	\$ 51,129.32	\$ 51,942.27	1.6%
MAR	\$ 73,154.03		
APR	\$ 54,516.19		
MAY	\$ 58,354.21		
JUNE	\$ 68,204.52		
TOTAL	\$ 642,042.48		
YTD Period	\$ 387,813.53	\$ 491,803.37	21.1%

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	72	13.9%
	92	113	18.6%
	92	74	-24.3%
	83		
	88		
	67		
	98		
TOTAL	906		
YTD Period	570	604	5.6%

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	48	8.3%
	31	47	34.0%
	61	41	-48.8%
	76		
	51		
	80		
	43		
TOTAL	630		
YTD Period	380	429	11.4%



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

FEES 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)).

Debra Blake

From: Debra Blake
Sent: Tuesday, March 26, 2013 8:51 AM
To: 'lois@esbmodular.com'
Subject: RE: Expedited Review Process Request

Good morning, Lois -

The Office of Manufactured Housing Board Meeting that will address fees is scheduled for Wednesday, April 17, 2013, beginning at 1 p.m. Would you like to attend and be available for questions regarding your proposal, below? I do plan to place this topic on the Agenda for review and discussion and will provide a copy of your email.

Please advise and thank you.

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

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-----Original Message-----

From: Lois Morey [<mailto:lois@esbmodular.com>]

Sent: Thursday, January 17, 2013 11:56 AM

To: Debra Blake

Subject: Expedited Review Process Request

Hi Debra

I hope that this New Year is starting off well for you. Things are going a little slow here at ESB but we are hopeful that 2013 will be a turn-around year.

The reason I am writing is to ask how I would go about asking OMH to incorporate an expedited review process into their current system. What I would like to see is an option for an expedited review (3 day maximum

turn-around) for an additional fee. Many jurisdictions are now offering

this service. I would propose an additional \$500.00 - plus the normal

review fee of \$103/hr. This additional \$500.00 could pay for any potential

overtime necessary to perform the expedited review within the guaranteed turnaround time.

Here are my thoughts as to who would utilize this and why it is needed. I would assume that the primary people willing to pay an extra \$500.00 for the accelerated plan review would be the smaller manufacturers like myself. As

you know I employ approximately 35 to 50 people in my company. For the

past 2 or 3 years we have been fighting to keep work coming in. Once we

get a job we immediately get to work and complete our drawing and engineering package within 2 weeks - then we submit. The 3 to 5 weeks it takes to get the drawings reviewed, approved, and returned usually means that I have 2 to 4 weeks where my employees have absolutely no work. I would be more than willing to pay for any overtime/processing fee/ etc that

OMH would need for expediting the review to keep my guys working. I think

this would be a win-win situation for both OMH and Manufacturers that need this service. OMH would have increased revenues and the Manufacturer can

keep their people working. Also, if OMH sees a lot of people using the

expedited review process, the additional fee could pay for additional reviewers. It would also mean that I wouldn't have to lay off or reduce worker hours. Win-Win!

How do I go about getting this accomplished? What steps do I need to take?

I look forward to hearing from you.

Thank you

Lois Morey, CEO

11280 W. Adonis Rd

Marana, AZ 85658

(520) 682-9024

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~~ *rescheduled to* **May 1, 2013**
- **July 17, 2013**
- **October 16, 2013**

BOARD OF MANUFACTURED HOUSING MEMBERS

Name	Address	Phone	Email
Samuel Baird (Chairman)	231 N. Apache Road Buckeye, AZ 85326	602-432-8461 Cell 623-386-4495 Office	sam.baird@claytonhomes.com
Arthur Chick	2605 S. Tomahawk Rd Suite 214 Apache Junction, AZ 85119	480-671-5286 Home 480-966-9566 Office	legislatedirectorchick@gmail.com
Paul C. DeSanctis	5212 S. Casa Prieto Drive Gold Canyon, AZ 85218	480-586-0524 Home 480-982-9838 Work	alspecialists@msn.com
Terry Gleeson	931 E. Impala Avenue Mesa, AZ 85204	480-497-5435 Office 602-541-5691 Cell	gleesonmhs@aol.com
Neal Haney	827 N Country Club #3 Mesa, AZ 85201	480-649-3531 Work	manage@nthpropmgt.com
Joe Hart	P.O. Box 15507 Phoenix, AZ 85060	602-253-9308 Office 602-290-8236 Cell	jhart@modularsolutionsltd.com
Everette Hoyle	8346 E. Roma Avenue Scottsdale, AZ 85251	623-780-0400 Work 602-909-1057 Cell	ehoyle@ameri-fab.com
John T. Dingeman	21001 N. Tatum Blvd. #1630-604 Phoenix, AZ 85050	480-788-2488 Work 480-209-9636 Cell	jdingeman@priority-appraisal-llc.com
Zeek Ojeh	377 E. Alvarado Road Phoenix, AZ 85004	623-691-4009 Work 480-650-6060 Cell	ZmanL@Yahoo.com

Revision date: March 15, 2013