

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

Date: **Wednesday, October 17, 2018; 1:00 P.M.**  
Arizona Department of Housing  
1110 West Washington, **Suite 280 (2<sup>nd</sup> Floor)** Phoenix, AZ 85007

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

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

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

**1:00 P.M.**

- I. Call to Order (Chairman)
- II. Roll Call (Secretary)
  - a. Chairman's Introduction of newest Board member – Richard Boles
- III. Review and Action on Abbreviated Minutes of May 2, 2018 meeting
- IV. Departmental Information – discussion only – *Standing Item*
  - Topics for this meeting:
    - a. Recap of Arizona Housing Forum 2018
      - 1. Video presented at Forum
    - b. Update on Deputy Director of Manufactured Housing Division retirement.
    - c. Update position for installation inspector for Northern Arizona
    - d. Collaborative Meeting with Installers – October 5, 2018
      - 1. Discussion on responsible party for installation permits
    - e. Update on Manufactured Housing Consensus Committee Meeting in September 2018
- V. Call to the Public

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

- VI. Financial Report – review, discussion, and possible action. – *Standing Item*
- VII. Rules – review, discussion, and possible action.
  - Five Year Review report to Governor’s Regulatory Review Council (“GRRC”) due by November 30, 2018 – review R4-34-, Articles 204, 501 and 502.
  - Rule Packet approved May 1, 2018. Review Report for R4-34-204, 501, and 502 due to GRRC by November 15, 2018.
- VIII. Announcements of future meeting dates and other information concerning the Board.
- IX. Adjournment