

Virginia Manufactured Housing Board Meeting
Thursday, August 24, 2017

Moseley Architects
3200 Norfolk Street
Richmond, VA 23230

Draft Minutes

Members Present

Mr. Walter Cleaton, Vice Chair
Ms. Shawna Cheney
Mr. Sean Hicks
Mr. David Bridges
Mr. James Roncaglione
Mr. Keith Hicks

Staff Present

Mr. Eric Leatherby
Mr. Jeff Brown
Mr. Skip Harper
Mr. Justin Bell, OAG

The meeting of the Virginia Manufactured Housing Board (Board) was called to order by Vice Chairman Mr. Walter Cleaton at approximately 10:05 a.m. A quorum was present.

Mr. Cleaton announced that Board member, Mr. Dennis Jones has resigned from the Board as a manufacturers' representative.

A motion was made to approve the minutes from the June 20, 2017 Board meeting by Mr. Bridges and seconded by Mr. Keith Hicks. The motion passed unanimously.

Public Comments -There were no Public Comments.

New Business – The Board heard the consumer complaint case of Edwin Eduardo Rodriguez vs Infinity Housing Solutions. Staff member Skip Harper gave a summary of the case, stating that Mr. Rodriguez had signed a contract with Robert Morris, President of Infinity Housing Solutions to purchase a new manufactured home. The complaint states that Mr. Rodriguez made a check payable to Robert Morris in the amount of \$5,000.00 as a down payment for the home. Mr. Rodriguez stated that Mr. Morris did not provide him with a home and that after paying Mr. Morris the down payment that he has not been able to contact Mr. Morris.

In addition to filing a complaint with the Department of Housing and Community Development, Mr. Rodriguez filed charges with the Spotsylvania Sheriffs' office against Mr. Morris. Mr. Harper stated that the Spotsylvania Sheriffs' office contacted him to discuss the case and asked about the role of the Transaction Recovery Fund and the Manufactured Housing Board had in this manner. Mr. Harper was advised by Mr. Bell to contact the Spotsylvania Sheriffs' office to advise them that they may wish to pursue criminal action against Infinity Housing Solutions.

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Mr. Bridges made a motion that Mr. Morris' license should be revoked and that actions be taken to prevent Mr. Morris from obtaining any license issued by the Board in the future. The motion was seconded by Mr. Sean Hicks and passed unanimously.

Mr. Bridges made a motion that Mr. Morris be found in violation of Sections 13 VAC 6-20-170 (A) (1) and (7) and (10) of the Virginia Manufactured Housing Licensing and Transaction Recovery Fund Regulations (Regulations) and that a fine of \$2,500.00 be imposed for each offence. The motion was seconded by Mr. Keith Hicks and passed unanimously.

Mr. Bridges made a motion that Mr. Morris be notified by staff of the Boards' decision and that if Mr. Morris has not made restitution in the amount of \$5,000.00 to Mr. Rodriguez after a thirty-day notification period, that staff is directed to issue Mr. Rodriguez a check for \$5,000.00 from the Transaction Recovery Fund. The motion was seconded by Mr. Keith Hicks and passed unanimously.

Committee Reports - There were no Committee Reports.

Mr. Cleaton announced that the next agenda item was the Transaction Recovery Fund financial report. Mr. Leatherby directed the Board to the financial report which showed a balance of \$670,017.02

Mr. Cleaton asked Mr. Bell to update the Board on the recouping of funds paid out of the Transaction Recovery Fund by the Division of Debt Collection. Mr. Bell stated that Mr. Leatherby had provided the Division of Debt Collection with the documentation they will need to pursue the recouping of funds.

Mr. Leatherby presented the final draft of the revisions to the Regulations. The final draft is being published in the Virginia Register which will start a sixty-day public comment period, at which point the Board will reconvene to hear any public comments.

Next meeting: The proposed scheduled location, date and time of the next meeting of the Manufactured Housing Board will be as follows:

Location:

Virginia Housing Center
4224 Cox Road
Glen Allen, VA 23060

Date and Time:

Thursday, October 19, 2017
10:00

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Mr. Jeff Brown was introduced to the Board as the new Director of the State Building Codes Office.

Randy Grumbine, Director of the Virginia Manufactured and Modular Housing Association announced that he is trying to find candidates to fill the two vacant Board positions for manufacturers' representatives.

A motion was made for the Board to adjourn by Mr. Bridges and seconded by Mr. Keith Hicks and passed unanimously.

The Board adjourned at approximately 10:50 a.m.