

VIRGININA MANUFACTURED HOUSING BOARD
MEETING MINUTES
October 14, 2021
Henrico County Twin Hickory Area Library
5001 Twin Hickory Road, Glen Allen, Virginia 23059

Members Present

Mr. Walter S. Cleaton, Chairman
Mr. David C. Bridges, Vice-Chairman
Mr. Stephan Geiser
Mr. Scott Montgomery
Mr. James W. Roncaglione
Mr. James Trepinski

Members Absent

Ms. Shawna J. Cheney
Mr. Keith Hicks
Mr. Sean D. Hicks

- Call to Order The meeting of the Manufactured Housing Board (“Board”) was called to order at approximately 10:00 a.m. by Secretary Travis Luter.
- Roll Call The roll was called by Mr. Luter and a quorum was present. Mr. Justin I. Bell, legal counsel for the Board from the Attorney General’s Office, was not present.
- Election of Officers Mr. Luter advised the board members that the terms of the officers of the Board had expired and election of officers was needed prior to moving forward with the meeting. Mr. Roncaglione moved to move the election of officers to the end of the meeting. The motion was seconded by Mr. Trepinski and passed unanimously.
- Approval of Minutes The draft minutes of the November 12, 2020 meeting in the Board members’ agenda package were considered. Mr. Bridges moved to approve the minutes as presented. The motion was seconded by Mr. Roncaglione and passed unanimously.
- Public Comment Chair Cleaton opened the meeting for public comment. Mr. Luter advised that no one had signed up to speak. With no one requesting to speak, Chair Cleaton closed the public comment period.
- Chair Cleaton allowed Mr. Grumbine to provide an industry update during the public comment portion of the meeting.
- New Business Discussion of manufactured housing park sales legislation:
- Jeff Brown, Director of the State Building Codes Office for DHCD, provided an overview to the Board of the manufactured housing park sales legislation and how the SBCO handles the notices.

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Status/Update of the Manufactured Housing Licensing and Transaction Recovery Fund Regulation (MHLTRFR):

Mr. Brown, Director of the State Building Codes Office for DHCD, provided an update to the Board on the Manufactured Housing Licensing and Transaction Recovery Fund Regulation (MHLTRFR).

Status/Update of the Manufactured Home Safety Regulation (MHSR):

Mr. Brown, Director of the State Building Codes Office for DHCD, provided an update to the Board on the Manufactured Home Safety Regulation (MHSR).

Update on the Technology Group efforts:

Mr. Brown, Director of the State Building Codes Office for DHCD, provided an update to the Board on the technology group efforts.

Status/Update of the HUD Manufactured Home Construction and Safety Standards Final Rule (Effective July 12, 2021):

Mr. Brown, Director of the State Building Codes Office for DHCD, provided an update to the Board on the HUD Manufactured Home Construction and Safety Standards Final Rule (Effective July 12, 2021).

Old Business

None

Committee Reports

None

Election of Officers

Mr. Luter, again advised the board members that the terms of the officers of the Board had expired and election of officers was needed. Mr. Luter then called for nominations for Chair. Mr. Cleaton nominated Mr. Bridges. The nomination was seconded by Mr. Trepinski. Mr. Luter called for nominations for Chair twice more. After hearing no further nominations, Mr. Luter closed the nominations for Chair. A vote was taken and Mr. Bridges was unanimously elected as Chair.

Chair Bridges called for nominations for Vice-Chair. Mr. Bridges nominated Mr. Trepinski for Vice-Chair. The nomination was seconded by Mr. Montgomery. Chairman Bridges called for additional nominations for Vice-Chair twice more; hearing none, he closed the nominations. A vote was taken and Mr. Trepinski was unanimously elected as Vice-Chair.

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Chair Bridges called for nominations for Secretary. Mr. Cleaton nominated Mr. Luter for Secretary. The nomination was seconded by Chair Bridges. Chairman Bridges called for additional nominations for Secretary twice more; hearing none, he closed the nominations. A vote was taken and Mr. Luter was unanimously elected as Secretary.

Secretary's Report

Mr. Luter provided the Board a revenue and current balance report for the Transaction Recovery Fund ending September 30, 2021.

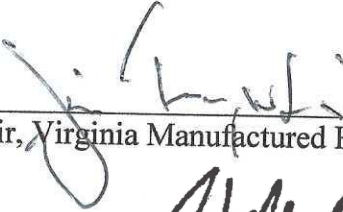
Mr. Luter provided the Board a FY 2021 Debtor's balance report for the Transaction Recovery Fund provided by the AG's Office.

Mr. Luter informed the Board of the current caseload and that the next meeting was scheduled for February 10, 2022.


Adjournment

There being no further business, the meeting was adjourned by proper motion at approximately 11:00 a.m.

Approved: October 13, 2022



Chair, Virginia Manufactured Housing Board



Secretary, Virginia Manufactured Housing Board