

Virginia Manufactured Housing Board Meeting
Thursday, June 20, 2017

Virginia Housing Center
4224 Cox Road
Glen Allen, VA 23060

Draft Minutes

Members Present

Ms. Cindy Ferreira Tomlin, Chair
Mr. Walter Cleaton, Vice Chair
Ms. Shawna Cheney
Mr. Sean Hicks
Mr. David Bridges
Mr. James Roncaglione
Mr. Keith Hicks
Mr. Dennis Jones

Staff Present

Ms. Cindy Davis
Mr. Eric Leatherby
Mr. Travis Luter
Mr. Justin Bell, OAG

The meeting of the Virginia Manufactured Housing Board was called to order by Chairperson Cindy Ferreira Tomlin at approximately 10:15 a.m. A quorum was present.

Ms. Tomlin announced that Board member, Mr. Ben Flores has resigned from the Board.

A motion was made to approve the minutes from the April 14, 2016 Board meeting by Mr. Cleaton and seconded by Mr. Keith Hicks. The motion passed unanimously.

Mr. Sean Hicks was introduced to the Board as its' newest member.

There were no Public Comments.

There were no Committee Reports.

Old Business – A motion was made by Mr. Bridges and seconded by Mr. Cleaton to have a closed session meeting in order for Mr. Justin Bell to address the Board on recouping funds paid out of the Transaction Recovery Fund. The motion passed unanimously.

Following the closed session, a motion was made by Mr. Roncaglione and seconded by Mr. Bridges to reopen the session. The motion passed unanimously.

A motion was made by Mr. Bridges and seconded by Mr. Sean Hicks to utilize the Division of Debt Collection to recoup funds paid out of the Recovery Fund. The motion passed unanimously.

A motion was made by Mr. Bridges and seconded by Mr. Keith Hicks to require that the width and length of a manufactured home be specified on a sales contract, and that this requirement be included in section 13VAC6-20-170 item #23 of the Manufactured Housing Licensing and Transaction Recovery Fund. The motion passed unanimously.

New Business - A motion was made by Mr. Bridges and seconded by Mr. Keith Hicks to accept the Board's proposed revisions to the Manufactured Housing Licensing and Transaction Recovery Fund Regulations. The motion passed unanimously.

Next meeting: The 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, August 24, 2017
10:00

The Board adjourned at approximately 11:45 a.m.