

VIRGININA MANUFACTURED HOUSING BOARD
MEETING MINUTES
February 9, 2023
Virginia Housing Center
4224 Cox Road, Glen Allen, Virginia 23260

Members Present

Mr. James Trepinski
Mr. Michael Sandkuhler
Ms. Carey L. Allen
Mr. Stephen Geiser
Mr. Keith W. Hicks
Mr. James W. Roncaglione
Mr. Sean D. Hicks
Mr. Daniel J. McCormick
Mr. Robbie B. Rutherford

Members Absent

Call to Order

The meeting of the Manufactured Housing Board (“Board”) was called to order at approximately 10:00 a.m. by Chair James Trepinski.

Roll Call

The roll was called by Secretary Travis Luter and a quorum was present. Mr. Justin I. Bell, legal counsel for the Board from the Attorney General’s Office, was not present.

Approval of Minutes

The draft minutes of the October 13, 2022 meeting in the Board members’ agenda package were considered. Mr. Roncaglione moved to approve the minutes as presented. The motion was seconded by Mr. Rutherford and passed unanimously.

Public Comment

Chair Trepinski opened the meeting for public comment. Mr. Luter advised that no one had signed up to speak. Mr. Randy Grumbine was given the opportunity to provide an industry update.

New Business

Periodic Review of Regulations:

Mr. Kyle Flanders provided an overview of the public comment period for the Periodic Review of Regulations, in this case, Public Participation Guidelines and the Manufactured Housing Licensing and Transaction Recovery Fund. Mr. Flanders confirmed the public comment period had been completed and no comments were received for either regulation.

Mr. Rutherford made a motion to amend the Public Participation Guidelines, in accordance with staff recommendation, allowing anyone

who wishes to offer public comment be allowed to have legal counsel present which would be in line with the Department of Planning and Budget Guidelines and state law. The motion was seconded by Mr. Keith Hicks and the motion was approved unanimously.

Mr. Sean Hicks made a motion to retain as written the Manufactured Housing Licensing and Transaction Recovery Fund. The motion was seconded by Ms. Allen and the motion was approved unanimously.

The amended regulations will be drafted by staff and considered at the August 10, 2023 meeting.

Old Business None

Committee Reports None

Secretary's Report Mr. Luter provided the Board a revenue and current balance report for the Transaction Recovery Fund ending December 31, 2022.

Mr. Luter provided the Board a FY 2022 Debtor's balance report for the Transaction Recovery Fund provided by the AG's Office.

Mr. Luter informed the Board that legal counsel, Justin Bell, had asked him to convey to the Board on his behalf that he had submitted a request for updates, requested by the Board at the October 13, 2022 meeting, related to the status of the accounts on the Debtor Balance Report, how debtors are pursued, and what percentage of the debts go back to the Recovery Fund. Mr. Bell further advised that to date no update had been received.

Mr. Luter informed the Board of the current caseload and that the next meeting was scheduled for August 10, 2023.

Adjournment

There being no further business, the meeting was adjourned by proper motion at approximately 11:15 am.



Chair, Virginia Manufactured Housing Board



Secretary, Virginia Manufactured Housing Board