



RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
BUREAU OF CONSTRUCTION CODES
IRVIN J. POKE
DIRECTOR

STEVE ARWOOD
DIRECTOR

MANUFACTURED HOUSING COMMISSION

2501 Woodlake Circle, Conference Room #3

Okemos, Michigan

AGENDA

August 21, 2013

10:00 a.m.

1. Call to Order and Determination of Quorum
2. Approval of Agenda (Pages 1-2)
3. Approval of Minutes — June 19, 2013 (Pages 3-23)
4. Manufactured Housing Program Fund Financial Report (Page 24)
5. Imposition of Penalties
6. Variances
7. Committee Reports
8. Unfinished Business

The meeting site and parking are accessible. Individuals attending the meeting are requested to refrain from using heavily scented personal care products, in order to enhance accessibility for everyone. People with disabilities requiring additional services (such as materials in alternative format) in order to participate in the meeting should call Brenda Caron at (517) 241-9317 at least 10 work days before the event. LARA is an equal opportunity employer/program.

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9. New Business
 - a. Report on Annual Inspections of Manufactured Home Communities
 - b. 2014 Proposed Meeting Schedule (Page 25)
 - c. License Approval (Page 26)
10. Public Comment [If issues are raised during public comment which require a response, the Commission's Executive Director will respond and Commissioners who wish to comment will make their comments after the Executive Director's response. The Commission will not allow public comment about the substance of open or closed complaints (unless, if regarding a closed complaint, the right to appeal is waived) but will allow public comment about procedural issues related to complaints. Public comment will be limited to 10 minutes for an individual representing an organization and 6 minutes for an individual not representing an organization; the Commission chairperson may grant the individual an additional 10 minutes.]
11. Chief's Report
12. Next Meeting — **October 16, 2013**
13. Adjournment



RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
BUREAU OF CONSTRUCTION CODES
IRVIN J. POKE
DIRECTOR

STEVE ARWOOD
DIRECTOR

MANUFACTURED HOUSING COMMISSION
2501 Woodlake Circle, Conference Room #3
Okemos, Michigan

MINUTES
June 19, 2013
10:00 a.m.

MEMBERS PRESENT

Mr. Jerome Ruggirello, Chairperson
Ms. Brenda Abbey
Mr. Phillip Copeland
Ms. Carole Elliott

Mr. Peter Hennard, Vice-Chairperson
Mr. Steven Karbal
Mr. William Lettinga
Mr. Creighton Weber

MEMBERS ABSENT

Resident of Licensed Community - Vacant

DEPARTMENT PERSONNEL ATTENDING

Mr. Irvin Poke, Director, Bureau of Construction Codes (BCC)
Mr. Keith Lambert, Deputy Director, BCC
Mr. Larry Lehman, Chief, Building Division, BCC
Mr. Charles Curtis, Asst. Chief, Building Division, BCC
Ms. Brenda Caron, Secretary, Building Division, BCC
Ms. Tracie Pack, Departmental Analyst, Building Division, BCC
Mr. George Herrity, Asst. Chief, Plan Review Division, BCC
Ms. LeeAnn Allaire, Departmental Analyst, Office of Management Services (OMS), BCC
Ms. Bridget Smith, Assistant Attorney General

OTHERS IN ATTENDANCE

Mr. Tim DeWitt – MMHA
Mr. Ken Lipschutz – Brookside Management Company
Mr. Nino Ruggirello – AJR Development
Mr. Tony Vespa – Brookside Management Company
Mr. Ken Thompson – Brookside Management Company

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1. **CALL TO ORDER AND DETERMINATION OF QUORUM**

A **MOTION** was made by Commissioner Elliott and seconded by Commissioner Hennard to call the meeting to order at approximately 10:05 a.m. A quorum was determined to be present at that time.

Since Commissioner Blank and Commissioner Raukar's terms expired and they were not reappointed, it was necessary to elect a Chairperson and Vice-Chairperson.

2. **ELECTION OF OFFICERS**

A **MOTION** was made by Commissioner Elliott and seconded by Commissioner Abbey to nominate Commissioner Ruggirello as Chairperson. There were no other nominations made. **MOTION CARRIED.**

Chairperson Ruggirello moved to the chairperson's seat and thanked everyone for the vote of confidence.

A **MOTION** was made by Commissioner Elliott and seconded by Commissioner Copeland to nominate Commissioner Hennard as Vice-Chairperson. There were no other nominations made. **MOTION CARRIED.**

Commissioner Hennard also moved to the vice-chairperson's seat.

For the record, roll call was taken and all commissioners were present.

3. **APPROVAL OF THE AGENDA**

A **MOTION** was made by Commissioner Weber and supported by Commissioner Abbey to approve the Agenda with the addition of item "2. Election of Officers", and then renumber all other subsequent agenda items. **MOTION CARRIED.**

A **MOTION** was made by Commissioner Hennard and supported by Commissioner Elliott to further amend the Agenda to include Addendum A with item "10.b. License Approval". **MOTION CARRIED.**

****Addendum 1

4. **APPROVAL OF MINUTES**

A **MOTION** was made by Commissioner Weber and seconded by Commissioner Abbey to approve the minutes of the February 20, 2013, meeting. **MOTION CARRIED.**

****Addendum 2

5. **MANUFACTURED HOUSING PROGRAM FUND FINANCIAL REPORT**

Ms. Allaire presented the Manufactured Housing Program Fund Financial Report for the 2nd Quarter of FY 2013 and answered any questions. She noted that the titles are holding steady which is a key part of our revenue, so we are in good shape with almost a half million more fund balance than this time last year.

6. **IMPOSITION OF PENALTIES**

There was no imposition of penalties.

7. **VARIANCES**

(Commissioner Weber recused himself from the meeting due to a conflict of interest.)

a. **Independence Commons MHC, LLC (Eaton County)**

Mr. Thompson and Mr. Vespa were present to represent the community.

Mr. Lehman reviewed the request.

A **MOTION** was made by Commissioner Elliott and seconded by Commissioner Copeland to approve Independence Commons' request for a variance to Rule 905(5), pursuant to Section 18(5) of 1987 PA 96, as amended, MCL 125.2318(5), thereby granting an extension to Permit to Construct No. 104483 for an additional 5 years until September 16, 2016, subject to the condition that any required DEQ permit be obtained prior to construction. **MOTION CARRIED.**

****Addendum 3

b. Woodland Ridge MHC, LLC (Livingston County)

Mr. Thompson and Mr. Vespa were present to represent the community.

Mr. Lehman reviewed the request.

A **MOTION** was made by Commissioner Karbal and seconded by Commissioner Lettinga to approve Woodland Ridge's request for a variance to Rule 905(5), pursuant to Section 18(5) of 1987 PA 96, as amended, MCL 125.2318(5), thereby granting an extension to Permit to Construct No. 104484 for an additional 5 years until December 17, 2017, subject to the condition that any required DEQ permit be obtained prior to construction. **MOTION CARRIED.**

****Addendum 4

(Commissioner Weber returned to the meeting.)

8. COMMITTEE REPORTS

There were no committee reports made.

9. UNFINISHED BUSINESS

There was no unfinished business to discuss.

10. NEW BUSINESS

a. Report on Annual Inspections of Manufactured Home Communities

Mr. Lehman reported that out of 1,126 communities, Bureau inspectors have completed 69% of the 2013 annual inspections; and out of those, 43% had no violations, 57% had one or more violations, and 1 community has closed. There are 352 communities yet to be inspected. He noted that any violations for Rules 708(1), 710(1) and 710(2) will now be re-inspected for determination of compliance. We are requiring that the park operator or representative notify us in writing when they have corrected the items, and then we schedule a re-inspection with one of our inspectors. So far, this is going pretty well.

b. License Approval

A **MOTION** was made by Commissioner Hennard and seconded by Commissioner Elliott to approve all pending licenses on Pages 32-35 and Addendum A. **MOTION CARRIED.**

****Addendum 5

11. PUBLIC COMMENT

No one spoke.

12. CHIEF'S REPORT

Mr. Lehman welcomed and introduced Bridget Smith, Assistant Attorney General, to everyone. Bridget will be attending and participating in our meetings from now on. She also helped with the Commission training this morning and did a wonderful job. We look forward to her presence in the future.

Mr. Lehman welcomed Commissioners Steven Karbal and William Lettinga who were very recently appointed to the Manufactured Housing Commission to represent licensed retailers and operators of licensed communities, respectively. We look forward to working with both of them and wish them the best of luck!

Mr. Lehman congratulated Commissioners Ruggirello and Hennard on their re-appointment to the Commission and on being elected to the positions of Chair and Vice-Chair. He also congratulated Commissioner Copeland on his re-appointment to the Commission.

Mr. Lehman also took this opportunity to thank our out-going Chair and Vice-Chair, Commissioners Blank and Raukar, for their many years of service to the Commission, the manufactured housing industry, and the citizens of Michigan. They have done a great job, and their knowledge and expertise will be missed.

At the Bureau level, the Plumbing Division Chief, Bob Konyndyk, retired at the end of March; and Joe Madziar was recently promoted to fill the chief's position. Joe Mleko, one of our long-time building inspectors in the U.P., retired at the end of April. Mike McPherson, who has been working as a 1-year limited-term building inspector, was hired permanently to fill the U.P. position. Mike has done a great job this year helping out in several areas; he is now stationed in Mackinac County. Also, the Building Division has recently hired Karen Allen to fill a vacant word processing position. She has been working with us as a temporary employee for the past year and has done a wonderful job, so it was nice we were able to hire her permanently.

The Bureau has been pretty busy with several rule sets. If you go to the Bureau's webpage, there is a Rules Status Chart that shows all of the different rule sets that are being worked on. The Building Official, Plan Reviewer, and Inspector rule set went into effect on April 24, 2013. It amends the rules for all Building Officials, Plan Reviewers and Inspectors throughout the state of Michigan. Anybody that is registered in these fields has to have anywhere from 47 to 73 hours of continuing education in a three year cycle. The rules were also modified to now require anyone that is a new inspector has to have 18 hours of continuing education before the Construction Code Commission can approve them to be an inspector. So the net result is they should come in with a little bit better training when they hit the ground running as an inspector.

Survey and Remonumentation Rules go into effect June 21, 2013. The State Boundary Commission Rules and Electrical Code Rules go into effect on July 1, 2013. Mechanical Code Rules go into effect September 27, 2013. Later in the year, we are anticipating the Elevator Safety Rules, Boiler Rules and Plumbing Code and Licensing Rules to go into effect sometime in November; Building Code and Rehabilitation Code Rules hopefully later in the year as well. The Residential Code ad hoc committee will begin their work on August 28, 2013, to look at the 2012 Residential Code; and at some point the same committee will look at the 2012 Commercial and Residential Energy Codes.

13. **NEXT MEETING**

The next scheduled meeting of the Manufactured Housing Commission is Wednesday, August 21, 2013. Both Commissioner Elliott and Commissioner Weber noted that they would be absent for the August meeting.

14. **ADJOURNMENT**

At 10:48 a.m., a **MOTION** was made by Commissioner Weber and seconded by Commissioner Abbey to adjourn the meeting. **MOTION CARRIED.**



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STEVE ARWOOD
DIRECTOR

MANUFACTURED HOUSING COMMISSION

2501 Woodlake Circle, Conference Room #3
Okemos, Michigan

AGENDA

June 19, 2013

10:00 a.m.

APPROVED

1. Call to Order and Determination of Quorum
2. Election of Officers
3. Approval of Agenda (Pages 1-2)
4. Approval of Minutes — February 20, 2013 (Pages 3-16)
5. Manufactured Housing Program Fund Financial Report (Page 17)
6. Imposition of Penalties
7. Variances
 - a. Independence Commons MHC, LLC (Eaton County) (Pages 18-24)
 - b. Woodland Ridge MHC, LLC (Livingston County) (Pages 25-31)
8. Committee Reports
9. Unfinished Business

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10. New Business
 - a. Report on Annual Inspections of Manufactured Home Communities
 - b. License Approval (Pages 32-35 and Addendum A)
11. Public Comment [If issues are raised during public comment which require a response, the Commission's Executive Director will respond and Commissioners who wish to comment will make their comments after the Executive Director's response. The Commission will not allow public comment about the substance of open or closed complaints (unless, if regarding a closed complaint, the right to appeal is waived) but will allow public comment about procedural issues related to complaints. Public comment will be limited to 10 minutes for an individual representing an organization and 6 minutes for an individual not representing an organization; the Commission chairperson may grant the individual an additional 10 minutes.]
12. Chief's Report
13. Next Meeting — **August 21, 2013**
14. Adjournment



RICK SNYDER
GOVERNOR

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DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
BUREAU OF CONSTRUCTION CODES
IRVIN J. POKE
DIRECTOR

STEVE ARWOOD
DIRECTOR

MANUFACTURED HOUSING COMMISSION
2501 Woodlake Circle, Conference Room #3
Okemos, Michigan

MINUTES
February 20, 2013
10:00 a.m.

APPROVED

MEMBERS PRESENT

Mr. Ronald Blank, Chairperson
Mr. Phillip Copeland
Mr. Peter Hennard

Mr. Mark Raukar, Vice-Chairperson
Mr. Jerome Ruggirello
Mr. Creighton Weber

MEMBERS ABSENT

Ms. Brenda Abbey
Ms. Carole Elliott
Resident of Licensed Community - Vacant

DEPARTMENT PERSONNEL ATTENDING

Mr. Irvin Poke, Director, Bureau of Construction Codes (BCC)
Mr. Keith Lambert, Deputy Director, BCC
Mr. Larry Lehman, Chief, Building Division, BCC
Mr. Charles Curtis, Asst. Chief, Building Division, BCC
Ms. Brenda Caron, Secretary, Building Division, BCC
Ms. Tracie Pack, Departmental Analyst, Building Division, BCC
Mr. Todd Cordill, Chief, Plan Review Division, BCC
Mr. Dave Viges, Director, Office of Management Services (OMS), BCC
Ms. LeeAnn Allaire, Departmental Analyst, OMS, BCC
Mr. John Wright, Assistant Attorney General

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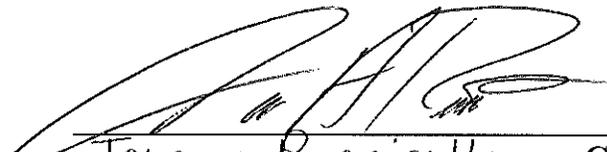
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Signatures

Drafted by: Brenda S. Caron Date: February 27, 2013
Brenda S. Caron, Secretary
Building Division

Approved by the Manufactured Housing Commission on: June 19, 2013


Jerome Ruggirello, Chairperson
Manufactured Housing Commission

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
MANUFACTURED HOUSING COMMISSION
2501 Woodlake Circle
Okemos, Michigan 48864

In the Matter of:

INDEPENDENCE COMMONS MHC, LLC (Eaton County)
MHC License No. 1201122 / Plan Review Project No. 104483

c/o Mr. Kenneth B. Lipschutz, Vice President
Brookside Management Company
401 S. Old Woodward Avenue, Suite 311
Birmingham, Michigan 48009

(Applicant)

Issued and entered
this 19th day of June, 2013
by Jerome Ruggirello, Chairperson

ORDER GRANTING VARIANCE

PROCEDURAL HISTORY

On March 8, 2013, the above named Applicant requested a variance from the 10-year time limit on construction permits imposed by Rule 905(5) of the Manufactured Housing Rules (the "Code"), MAC R 125.1905(5), for this partially completed 281-site expansion of the existing 117-site licensed community in Eaton County (the "Request"). The permit to construct for this development was first issued on September 16, 1996 and expired on September 16, 2001. On October 11, 2006, the Manufactured Housing Commission (the "Commission") approved extension of the permit for an additional 5 years, with an expiration date of December 31, 2011.

ORDER GRANTING VARIANCE
INDEPENDENCE COMMONS MHC, LLC

On June 19, 2013, a hearing was held on this Request before the Commission. The Commission heard testimony from Tony Vespa and Ken Thompson regarding the Applicant's justification for this Request, as well as testimony from the Bureau of Construction Codes regarding its technical review of the Request.

FINDINGS OF FACT

Based on the evidence presented at the hearing, the Commission finds that the literal application of the time limit on the construction permit imposed by Rule 905(5) of the Code, MAC R 125.1905(5), for this partially completed 281-site expansion in Eaton County would result in an exceptional practical difficulty to the Applicant, but is neither so general nor recurrent in nature as to make an amendment of the Code with respect to the condition reasonably practical or desirable.

CONCLUSION OF LAW

An exceptional practical difficulty in the literal application of a substantive requirement of the Code constitutes grounds under Section 18 of the Mobile Home Commission Act, MCL 125.2318, for the Commission to grant a specific variance to a requirement of the Code.

DECISION

NOW THEREFORE, IT IS ORDERED that the Request for a specific variance from the 10-year time limit of Rule 905(5) of the Code is hereby GRANTED in the amount of five (5)

ORDER GRANTING VARIANCE
INDEPENDENCE COMMONS MHC, LLC

additional years, thereby extending Permit to Construct No. 104483 until September 16, 2016,
subject to the condition that any required DEQ permit be obtained prior to construction.

By:


MANUFACTURED HOUSING COMMISSION
Jerome Ruggirello, Chairperson

Date: June 19, 2013

A Copy of this Variance was sent by First Class Mail to:

Independence Commons MHC, LLC
c/o Kenneth B. Lipschutz, Vice President
Brookside Management Company
401 S. Old Woodward Avenue, Suite 311
Birmingham, Michigan 48009

A Copy of this Variance was sent by Interdepartmental Mail to:

Todd Cordill, Chief
Plan Review Division
Bureau of Construction Codes
P.O. Box 30254
Lansing, Michigan 48909

Debbie Smith Ostrander
Environmental Quality Analyst
Resource Management Division
DEQ Kalamazoo District Office
7953 Adobe Road
Kalamazoo, MI 49009

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
MANUFACTURED HOUSING COMMISSION
2501 Woodlake Circle
Okemos, Michigan 48864

In the Matter of:

WOODLAND RIDGE MHC, LLC (Livingston County)
MHC License No. 1201267 / Plan Review Project No. 104484

c/o Mr. Kenneth B. Lipschutz, Vice President
Brookside Management Company
401 S. Old Woodward Avenue, Suite 311
Birmingham, Michigan 48009

(Applicant)

_____ /

Issued and entered
this 19th day of June, 2013
by Jerome Ruggirello, Chairperson

ORDER GRANTING VARIANCE

PROCEDURAL HISTORY

On March 8, 2013, the above named Applicant requested a variance from the 10-year time limit on construction permits imposed by Rule 905(5) of the Manufactured Housing Rules (the "Code"), MAC R 125.1905(5), for this partially completed 481-site expansion of the existing 110-site licensed community in Livingston County (the "Request"). The permit to construct for this development was first issued on December 17, 2002, and expired on December 17, 2007. On January 5, 2009, a permit extension was granted with an expiration date of December 17, 2012.

ORDER GRANTING VARIANCE
WOODLAND RIDGE MHC, LLC

On June 19, 2013, a hearing was held on this Request before the Commission. The Commission heard testimony from Tony Vespa and Ken Thompson regarding the Applicant's justification for this Request, as well as testimony from the Bureau of Construction Codes regarding its technical review of the Request.

FINDINGS OF FACT

Based on the evidence presented at the hearing, the Commission finds that the literal application of the time limit on the construction permit imposed by Rule 905(5) of the Code, MAC R 125.1905(5), for this partially completed 481-site expansion in Livingston County would result in an exceptional practical difficulty to the Applicant, but is neither so general nor recurrent in nature as to make an amendment of the Code with respect to the condition reasonably practical or desirable.

CONCLUSION OF LAW

An exceptional practical difficulty in the literal application of a substantive requirement of the Code constitutes grounds under Section 18 of the Mobile Home Commission Act, MCL 125.2318, for the Commission to grant a specific variance to a requirement of the Code.

DECISION

NOW THEREFORE, IT IS ORDERED that the Request for a specific variance from the 10-year time limit of Rule 905(5) of the Code is hereby GRANTED in the amount of five (5)

ORDER GRANTING VARIANCE
WOODLAND RIDGE MHC, LLC

additional years, thereby extending Permit to Construct No. 104484 until December 17, 2017,
subject to the condition that any required DEQ permit be obtained prior to construction.

By:


MANUFACTURED HOUSING COMMISSION
Jerome Ruggirello, Chairperson

Date: June 19, 2013

A Copy of this Variance was sent by First Class Mail to:

Woodland Ridge MHC, LLC
c/o Kenneth B. Lipschutz, Vice President
Brookside Management Company
401 S. Old Woodward Avenue, Suite 311
Birmingham, Michigan 48009

A Copy of this Variance was sent by Interdepartmental Mail to:

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P.O. Box 30254
Lansing, Michigan 48909

Debbie Smith Ostrander
Environmental Quality Analyst
Resource Management Division
DEQ Kalamazoo District Office
7953 Adobe Road
Kalamazoo, MI 49009

PENDING LICENSE APPROVALS
APRIL 11, 2013 – MANUFACTURED HOUSING COMMISSION MEETING

INSTALLER/SERVICER	RETAILER
Jamie B. Cummings JC Mobile Home Service 5622 Cade Road Brown City, MI 48416	O'Hearn Properties LLC 128 Chicory Comstock Park, MI 49321 Timothy J. O'Hearn, Operator
	PS Homes LLC 1281 Pontaluna Road, Lot 7 Norton Shores, MI 49456 Jackie Slocum, Operator

ADDITIONAL PENDING LICENSE APPROVALS
APRIL 11, 2013 – MANUFACTURED HOUSING COMMISSION MEETING

INSTALLER/SERVICER	RETAILER
<p>Harry S. Burgess 7105 W. Vienna Road Clio, MI 48420</p>	<p>Meadowstone Phase II, LLC d/b/a Meadowstone Phase II 842 Barfield Hastings, MI 49058 Paulus C. Heule, Operator</p>
<p>Jamie B. Cummings d/b/a JC Mobile Home Service 5622 Cade Road Brown City, MI 48416</p>	<p>Tiburon Ventures LLC d/b/a Eastlake Estates 1700 W. Big Beaver, Suite 120 Troy, MI 48084 Carolina D. Furnari, Operator</p>
<p>Element Restoration DRT LLC 580 N. Main Street, Apt. B7 Almont, MI 48003 Isaac T. Davidson, Operator</p>	<p>AMHP Realty LLC 7940 S. Circle Parma, MI 49269 Thomas E. Masaschi, Operator</p>
<p>Tim M. Thomas CCS Mobile Home Company 73051 Caldwell Lane Romeo, MI 48065</p>	<p>OMHP Realty LLC 47 Bluebird Lane Orion, MI 48359 Thomas E. Masaschi, Operator</p>
<p>Optimum Manufactured Home Maintenance LLC 5325 VanOrden, Lot 751 Webberville, MI 48892 Michael L. Sartor, Operator</p>	<p>Greenbriar Mobile Home Park LLC 4070 Greenbriar Boulevard Burton, MI 48529 Thomas E. Masaschi, Operator</p>
<p>Andrew Lahti Andrew Lahti Contracting 1104 Birch Street Hancock, MI 49930</p>	<p>Williamson Holdings, Inc. 622 Division Newaygo, MI 49337 James D. Williamson, Jr., Operator</p>
<p>Charles L. Potter Advanced Property Maintenance Services 35105 Markey Westland, MI 48186, Operator</p>	<p>Modern Homes North LLC 730 Winter Park Lane Petoskey, MI 49770 George D. Spanos, Operator</p>
<p>Stephen A. Lawton All Weather Home Improvement & Repair 2422 Harrison Rochester Hills, MI 48307</p>	<p>Lakeshore Michigan Sales LLC 601 Abbott Road East Lansing, MI 48823 Joseph I. Wolf, Operator</p>

INSTALLER/SERVICER	RETAILER
Kevin Goodman KG Mobile Home Set Up & Repair 6304 Shoshoni Flint, MI 48506	
Melvindale Mobile Home Park, Inc. 18630 Dix Melvindale, MI 48122 Nadim Ajlouny, Operator	
Gerald Burkland 7600 Trumbower Millington, MI 48746	
James L. Crapo Sunrise Awnings 1439 S. M-52 Owosso, MI 48867	
Level Set Modular Construction, Inc. 509 Joslyn Lake Orion, MI 48362 Brian F. Curtiss, Operator	
USA Mobile Homes LLC 1106 Marion Holly, MI 48442 Justin M. Hause, Operator	
Anderson Mobile Home Service, Inc. 8231 S. Stoney Creek Carleton, MI 48117 John R. Lobato, Operator	
Daniel R. Lobato Andersen Manufacture Service 24404 Joyce Brownstown, MI 48134	

PENDING LICENSE APPROVALS
JUNE 19, 2013 – MANUFACTURED HOUSING COMMISSION MEETING

INSTALLER/SERVICER	RETAILER
Discount Mobile Home Services Inc. 6820 Reinhart Drive Belding, MI 48809 Paul Reinhart, Operator	South Park Homes Inc. 600 Commerce Drive Reed City, MI 49677 William O. Lutz, Operator
Alan F. Arce AMA Home Service 102 W. Vine Monroe, MI 48162	TOS Holding LLC 401 W. Front Street, Suite 1 Traverse City, MI 49684 Frank W. Tafelsky, Operator
Jerry Jay Duford J&J Mobile Home Service 1414 Elizabeth Street Midland, MI 48640	D Bay Homes LLC 10250 State Line Road, #17 Edwardsburg, MI 49112 Daniel J. Bayer, Operator
Dennis Westbrook Pelham Services 28925 Harper St. Clair Shores, MI 48081	D Bay Homes LLC 520 13 th Street Three Rivers, MI 49093 Daniel J. Bayer, Operator
Nicholas Holtschlag 20157 Churchill Trenton, MI 48183	D Bay Homes LLC 2006 Ontario Road, #147 Niles, MI 49120 Daniel J. Bayer, Operator
Jennifer Hollon 993 E. Michigan Avenue Battle Creek, MI 49014	
Michael Gruber 993 E. Michigan Avenue Battle Creek, MI 49014	
Davidson Restoration LLC 11229 29 Mile Road Washington, MI 48095 Chad A. Hoppe, Operator	
Rivers Edge Mobile Home Comm. LLC 135 N. Jane Street Sturgis, MI 49091 Steven P. Hagadorn, Operator	

**ADDITIONAL PENDING LICENSE APPROVALS
JUNE 19, 2013 – MANUFACTURED HOUSING COMMISSION MEETING**

INSTALLER/SERVICER	RETAILER
	W Partners LLC 6122 S. Division Kentwood, MI 49508 Daniel Williamson, Operator
	Reliance Home Services LLC 4600 Van Dyke Road Almont, MI 48003 Ara J. Darakjian, Operator
	MHP Manager LLC 1330 East Maple Avenue Flint, MI 48507 Andrew Reisinger, Operator
	Dequindre Estates MHC LLC d/b/a Dequindre Estates 48599 Lakeview East, Lot 88 Shelby Twp., MI 48317 Mark Coleman, Operator
	Highland Estates MHC LLC d/b/a The Highlands 2197 E. Mt. Morris Road Mt. Morris, MI 48458 Mark Coleman, Operator

Manufactured Housing Program Fund Revenue/Expenditure Report

FY 2013 - 3rd Quarter

Program Revenue

Licenses	\$ 20,788
Permits	\$ 100
Titles	\$ 546,776
Other:	
Publication & Copy Revenue	\$ 50
Land Sales-App. for Registration	\$ -
HUD Reimb. of Insp. Costs	\$ -
Mfrd. Housing Commission Fines	\$ 3,770
Common Cash Interest	\$ 819
RED-DCS 1%	\$ (33,507)
RED-Dept of State	\$ (66,896)
RED-AG	\$ -

Program Expenditures

Salaries	\$ 238,284
Longevity & Insurance	\$ 55,739
Retirement & FICA	\$ 141,403
CSS&M & Equipment	\$ 96,403
Travel	\$ 1,990
Sub-Total Direct Expenditures	\$ 533,818
Indirect Dept. Expenditures:	
Info Technology Services	\$ -
Rent	\$ 57,018
Property Management	\$ 5,461
Executive Director Programs	\$ 3,781
Administrative Services	\$ 37,912

TOTAL REVENUE \$ 471,900

TOTAL EXPENDITURES \$ 637,990

3rd Quarter Difference = \$ (166,090)

FY 2013 Year-To-Date Totals

Program Revenue

Licenses	\$ 266,078
Permits	\$ 335
Titles	\$ 1,576,926
Other:	
Publication & Copy Revenue	\$ 200
Land Sales-App. for Registration	\$ -
HUD Reimb. of Insp. Costs	\$ -
Mfrd. Housing Commission Fines	\$ 8,675
Common Cash Interest	\$ 1,711
RED-DCS 1%	\$ (33,507)
RED-Dept of State	\$ (127,314)
RED-AG	\$ -

Program Expenditures

Salaries	\$ 695,873
Longevity & Insurance	\$ 203,193
Retirement & FICA	\$ 433,757
CSS&M & Equipment	\$ 152,151
Travel	\$ 6,607
Sub-Total Direct Expenditures	\$ 1,491,580
Indirect Dept. Expenditures:	
Info Technology Services	\$ -
Rent	\$ 71,184
Property Management	\$ 16,007
Executive Director Programs	\$ 5,934
Administrative Services	\$ 66,536

TOTAL REVENUE \$ 1,693,103

TOTAL EXPENDITURES \$ 1,651,241

FY/13 DIFFERENCE (Through 3rd Quarter) \$ 41,863

FUND BALANCE (Through 3rd Quarter) \$ 2,485,096

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Bureau of Construction Codes
Manufactured Housing Commission

2014 PROPOSED MEETING SCHEDULE

<u>Date</u>	<u>Location</u>
March 19, 2014	2501 Woodlake Circle, Okemos, Conference Room #3
June 18, 2014	2501 Woodlake Circle, Okemos, Conference Room #3
September 17, 2014	2501 Woodlake Circle, Okemos, Conference Room #3
December 17, 2014	2501 Woodlake Circle, Okemos, Conference Room #3

Ordinance Review Committee

February 12, 2014	2501 Woodlake Circle, Okemos, Conference Room #2
May 14, 2014	2501 Woodlake Circle, Okemos, Conference Room #2
August 13, 2014	2501 Woodlake Circle, Okemos, Conference Room #2
November 12, 2014	2501 Woodlake Circle, Okemos, Conference Room #2

Meetings are scheduled to begin at 10:00 a.m. Dates, times and locations are subject to change. Additional meetings may be added as necessary.

The meeting site and parking are accessible. Individuals attending the meeting are requested to refrain from using heavily scented personal care products, in order to enhance accessibility for everyone. People with disabilities requiring additional services (such as materials in alternative format) in order to participate in the meeting should call Brenda Caron at (517) 241-9317 at least 10 work days before the event. LARA is an equal opportunity employer/program.

PENDING LICENSE APPROVALS
AUGUST 21, 2013 – MANUFACTURED HOUSING COMMISSION MEETING

INSTALLER/SERVICER	RETAILER
	JD Equities LLC d/b/a Anchor Bay 10470 Dixie Highway Fair Haven, MI 48023 Hayden L. Meier, Operator
	Mt. Morris Group LLC d/b/a North Morris Estates Manufactured Housing Community 9098 N. Saginaw Mt. Morris, MI 48458 D. Mark Krueger, Operator
	P C Acquisition LLC 23540 Reynolds Court Clinton Twp., MI 48036 D. Mark Krueger, Operator
	Big Rapids Homes LLC 18500 Northland Drive Big Rapids, MI 49307 Clifford T. Wellman, Jr., Operator
	Twelve Mile Dequindre Corporation d/b/a S & G Mobile Home Sales 6600 West Grand River Brighton, MI 48114 Robert I. Rissman, Operator