



STATE OF MICHIGAN

GRETCHEN WHITMER
GOVERNOR

DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

MARLON I. BROWN, DPA
DIRECTOR

MANUFACTURED HOUSING COMMISSION
Ottawa Building, Upper Level Conference Room 3
611 West Ottawa Street
Lansing, Michigan 48933

MINUTES
December 4, 2024
10:00 a.m.

MEMBERS ATTENDING

Veronica D'Hondt, Vice Chairperson
Domonique Clemons
Holly Hook
Thomas Krehel
Bobbie Meehan
Jason Reed
Daniel Grant

MEMBERS ABSENT

Jennifer Letourneau
Kimberly Scott

DEPARTMENT PERSONNEL ATTENDING

Andrew Brisbo, Bureau Director, BCC
Renee Tober, Departmental Specialist, Administration, BCC
Alesha Gensler, Division Deputy Director, Licensing, Compliance, & Administration Div., BCC
Kelly Bean, Manager, Licensing Section, BCC
Felicia Badger, Manager, Enforcement Section, BCC
Alaysha Oviedo, Departmental Analyst, Enforcement Section, BCC
Stella Cortez, Departmental Analyst, Enforcement Section, BCC
Kate Wagner, Legislative Liaison, Administration, BCC
Shannon Maurer, Manager, Operations Section, BCC
Lakisha Thomas, Departmental Technician, Operations Section, BCC
Megan McCool, Departmental Technician, Operations Section, BCC
Bridget Smith, Assistant Attorney General, DAG

1. CALL TO ORDER AND DETERMINATION OF QUORUM

Vice Chairperson Meehan called the meeting to order at 10:010 a.m. A quorum was present at that time.

2. APPROVAL OF AGENDA

A **MOTION** was made by Commissioner Clemons and **SECONDED** by Commissioner D'Hondt to approve the agenda. **MOTION CARRIED UNANIMOUSLY.**

3. APPROVAL OF MINUTES

A. June 28, 2024

A **MOTION** was made by Commissioner Clemons and **SECONDED** by Commissioner Hook to approve the minutes of the June 28, 2024, meeting. **MOTION CARRIED UNANIMOUSLY.**

4. **TRAINING**

Training completed by AAG Smith.

5. **PROPOSAL FOR DECISION**

A. Milwood Estates

A **MOTION** was made by Commissioner Meehan and **SECONDED** by Commissioner Grant to go into discussion. **MOTION CARRIED UNANIMOUSLY**

Commissioner Grant recused himself from voting on this agenda item.

Following discussion, a **MOTION** was made by Vice Chairperson Meehan and **SECONDED** by Commissioner Clemons to fine \$50,000 to be paid within 90 days with minimum of a one-day suspension of license until the fine is paid and it is demonstrated to the Bureau that the violations have been corrected. If the license suspension lasts more than 90 days, the Bureau is to seek a receivership for the park. Aye: Commissioners D'Hondt Clemons, Hook, Krehel, Reed, Meehan ; Nay: None) **MOTION CARRIED UNANIMOUSLY.**

6. **UNFINISHED BUSINESS**

None

7. **NEW BUSINESS**

A. Manufactured Housing Financial Report

The Commission review the report prior to the meeting.

8. **BUREAU QUARTERLY REPORT**

Division Director Gensler reported on the following :

In November the Bureau formed a dedicated inspection unit for manufactured housing with four inspectors working under Becky Jones, manager of the Specialty Trades Section. Felisha Badger, manager of the enforcement section will be hiring another regulation agent to assist

in complaints for manufactured home parks.

9. PUBLIC COMMENT

None

10. NEXT MEETING DATE – MARCH 5, 2025

The Commission is scheduled to meet next at 10:00 a.m. at 611 W. Ottawa Street, Lansing, MI 48933, Upper Level Conference Room 3 on March 5, 2025.

11. ADJOURNMENT

A **MOTION** was made by Vice Chair Meehan and **SECONDED** by Commissioner Reed adjourn the meeting at 11:42 a.m. **MOTION CARRIED UNANIMOUSLY.**