



# county of Santa Cruz

SUSAN A. MAURIELLO, J.D., COUNTY ADMINISTRATIVE OFFICER

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October 26, 1998

Agenda: November 10, 1998

Board of Supervisors  
 County of Santa Cruz  
 701 Ocean Street  
 Santa Cruz, California 95060

## Golden Torch Trailer Park Status Report

Dear Members of the Board:

On August 25, 1998, at the request of Supervisor Symons, your Board directed the County Administrative Office to convene a task force with specific membership to address a number of health and safety issues concerning the Golden Torch Trailer Park, located at 6100 Freedom Blvd. in Aptos. Your Board also directed the County Administrative Office to return to your Board on November 3<sup>rd</sup> with a report on the work of the task force. I am pleased to inform you that with the guidance of Supervisor Symon's offices, I believe we are on our way to address the many issues confronting the park.

As established by your Board, the primary responsibility of the Task Force was to address the many issues at the park, including:

- repair broken trailer sewer hookups and/or sewer lines;
- increase the capacity of the park's sewer system and voluntarily reduce the park's occupancy through attrition;
- stabilize trailers with adequate supports and level trailer lots if necessary;
- remove abandoned trailers, vehicles and structures which may become a safety hazard to park residents;
- increase the capacity or the frequency of pickup of the park's refuse containers to meet the needs of current residents;
- bring electrical connections to trailers up to code

In accordance with your Board's direction, a task force was convened by the County

Administrator's Office. The membership consisted of the following organizations and representatives:

<b>Golden Torch Task Force</b>	
Name	Organization
Supervisor Walt Symons	Board of Supervisors
David Boone Lorraine Sandoval	Unitarian Universalist Fellowship Church
Mary Bryant	County Board of Education
April and Leo Hall Ramiro Espinoza	Golden Torch Trailer Park residents
Matt Bakker	Legal Aide
Susan Mauriello Alvin James Dianne Evans Marie Costa Morgan Taylor Gretchen Hurley Tom Bums	CAO' Office Planning Department Environmental Health County Counsel County Counsel District Attorney Sheriffs Department Redevelopment Agency
Frank Gomez	State Dept. of Housing and Community Dev. (HCD)

In addition to task force members, the meetings were attended by a number of other parties, including other County representatives, the property owner, and various residents. At the request of Supervisor Symons, the meetings were chaired by the County Administrative Officer and had Spanish translation services available to facilitate discussion with monolingual park residents.

The first task force meeting was held on September 29, 1998 in the Board chambers. That meeting focused on 1) identifying the range code compliance issues to be addressed by the property owner, 2) the role of County and State agencies in addressing compliance issues, and 3) the involvement of Legal Aide and the Unitarian Universalist Fellowship Church in working on behalf of the park residents. Representatives from the Sheriffs Department and the County Office of Education presented a slide show and discussed the results of a structural park survey and door to door survey conducted at the park.

Following the first meeting, Planning staff worked with HCD staff to review the status of the code violations. An additional comprehensive inspection was conducted by Planning and HCD, and a proposed list of corrections was compiled.

Board of Supervisors November 10, 1998 agenda  
Golden Torch Trailer Park  
Page 3

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The second meeting of the Task Force was held on October 19<sup>th</sup>, at the Unitarian Universalist Church, across the street from the Golden Torch Trailer Park. At that meeting, the County presented the park owner with a list of 30 day and 120 day corrections that are needed in order to address significant code violations. That list, compiled through the collaborative efforts of the County and HCD, addresses all of the issues raised by the Board, in addition to other issues raised in the course of inspection visits and task force meetings. The second meeting concluded the work of the task force, though County staff will continue to receive input and work to address on-going issues at the park.


Based on the discussion at the October 19<sup>th</sup> meeting, the Planning Director transmitted to the park owner a letter identifying the list of corrections and a detailed time line for completion. The Planning Director's letter, dated October 23<sup>rd</sup>, formally initiated the 30 day correction period. A copy of that letter is included as Attachment 1.

The County is working in close collaboration with the State to address long-standing issues at the Golden Torch Trailer Park. In addition, the District Attorney has been granted jurisdiction by the State Attorney General's Office to handle any civil action necessary to compel compliance with health and safety code matters. Given the County Counsel's involvement with the park's planning issues, and the DA's role in the project, all legal matters pertaining to this project are being carefully coordinated and monitored.

At this point, while the property owner has made initial efforts to comply with certain violations specified in the October 28<sup>th</sup> letter, significant issues remain unresolved. Staff will continue to work closely to ensure that compliance with health and safety standards is achieved and explore all possible options prior to recommending your Board proceed with further legal actions. Please be assured that throughout this process, every effort is being made to minimize displacement of current residents. As necessary, we will keep your Board apprised about these matters.

It is therefore RECOMMENDED that your Board accept and file this report.

Very truly yours,



SUSAN A. MAURIELLO  
County Administrative Officer

cc: Dick Kraft, Owner, Golden Torch Trailer Park  
David Boone, Unitarian Universalist Fellowship Church  
Lorraine Sandoval, Unitarian Universalist Fellowship Church  
Mary Bryant, County Board of Education  
Matt Bakker, Legal Aide Society  
April Hall, Golden Torch Trailer Park resident  
Leo Hall, Golden Torch Trailer Park resident  
Ramiro Espinoza, Golden Torch Trailer Park resident

PLANNING DEPARTMENT



COUNTY OF SANTA CRUZ

GOVERNMENTAL CENTER

701 Ocean Street, Santa Cruz CA 95060

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October 23, 1998

Mr. Richard Kraft  
 Golden Torch Trailer Park  
 19944 Chaparal Circle  
 Penn Valley, CA 95946

Dear Mr. Kraft,

This letter follows up our discussions during the meeting of the Golden Torch Task Force on the evening of October 19, 1998. The County of Santa Cruz and the State Department of Housing and Community Development require that you complete the following actions by the times indicated.

**Corrective Actions that are applicable to the you as the owner (corrective actions that apply to tenants will be provided separately):**

**1. By November 18, 1998, Correct Health and Safety violations as follows:**

**Refuse Related**

- garbage: provide properly sized and appropriately located and accessible receptacle(s) with timely disposal schedule
- Remove all
  - refuse
  - junk
  - abandoned vehicles
- Install recycling bins appropriately sized to park occupancy

**Fire and Electric Related**

- Remove all fire hazards in common areas
- Strap down and repair or replace all loose or defective propane tanks
- Obtain a comprehensive report from an electrical contractor to verify that the electrical service is properly sized for current loads, in a manner acceptable to the Planning Department
- Replace/Repair improper and unsafe electrical connections to trailers and all other park structures including insuring code compliance concerning electrical box grounding, hook ups, etc.
- Number each unit and clearly demarcate tire lanes
- Keep fire lanes clear at all times

- Develop and submit parking plan to address current parking demand including the parking requirements of the tutoring program
- Develop outdoor lighting plan for consideration by the county

#### **Septic/Sanitation and Common Area Related**

- Obtain a comprehensive environmental health inspection and recommendations report concerning all improvements needed to accommodate current uses in accordance with Environmental Health guidelines. Report to include assessment of whether recent expansions have been accomplished on the owner's property
- Repair/Replace all defective or improper sewer hookups or septic connections
- Repair/Replace all improper venting of septic systems
- Provide complete regular cleaning and restocking of all common areas including daily cleaning of recreation room and bathrooms/showers
- Maintain hot and cold running water in all common facilities
- Repair/Replace all broken restroom facilities
- Provide Heat to the Recreation Room

#### **Water Related**

- Repair/Replace Broken or failing plumbing
- Maintain all water lines in accordance with code
- Provide monthly verification of the conditions of the park's water supply in a manner acceptable to environmental health. The County Environmental Health Service can assist you in setting up a sampling program and can provide you with the names of firms which provide testing services.

#### **Other**

- Assure policy of non retaliation against tenants by all owners or agents
- Re-rental of vacated units or spaces owned by you or by absentee owners is prohibited effective immediately

### **2. By February 16, 1999 Complete the following Corrective Actions:**

- Develop plan to regrade trailer spaces to address instability and ground failures
- Submit septic, lighting and electrical plan to the County Planning Department and to Environmental Health
- Develop and submit plan for recreational facilities for toddlers and teens for consideration by the County Planning Department. This plan should include the requirements of the tutoring program.
- Identify tenants who present recurring problems for the Sheriff or who otherwise disrupt the peaceful enjoyment of life by area residents and work with the Sheriff and Legal Aid to effectively address these concerns
- Take appropriate measures to insure that park residents comply with Park Regulations
- Provide a complete, current listing of the legal owners and occupants of all

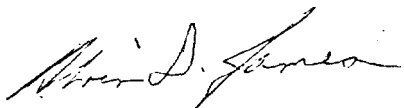
October 23, 1998

110

- trailers/coaches. List to highlight those units owned by the park owner(s)
- . Provide copies of all rental agreements to Planning Department
- . Provide copies of all receipts and utility billings for the last three years to Planning Department
- . Provide a complete list of all improvements made to the facility in the last ten years to Planning Department
- . Install map board of park at entrance and post park rules in a central location

The County and HCD will periodically inspect the premises for progress on these issues. If at any time, tangible progress is not underway, or if you fail to satisfactorily meet the conditions outlined in this letter, the County will take appropriate legal action to compel your compliance, which could include a request for appointment of a Receiver. If you do not understand these conditions please contact my office immediately.

Sincerely,



Alvin D. James, AICP  
Planning Director

cc: District Attorney's Office - Morgan Taylor  
County Counsel's Office - Marie Costa  
Frank Gomez - Housing and Community Development