



# Santa Cruz County Mobile and Manufactured Home Commission

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## MOBILE AND MANUFACTURED HOME COMMISSION MEETING MINUTES

DATE: September 19, 2019  
LOCATION: Simpkins Family Swim Center, 979 17<sup>th</sup> Avenue, Santa Cruz, CA 95062  
PRESENT: Jean Brocklebank (*Vice Chair - 1<sup>st</sup> District*), Henry Cleveland (*Chair - 2<sup>nd</sup> District*), David Allenbaugh (*3<sup>rd</sup> District*), Rick Halterman (*5<sup>th</sup> District*), Carol Lerno (*GSMOL*)  
EXCUSED: Charlene Garza (*WMA*)  
STAFF: Angela Chesnut (*Board Analyst*), Ryan Thompson (*County Counsel*), Kaite McGrew (*Commissions Coordinator*)  
GUESTS: Mark Failor (*Housing Authority Deputy Director*) and 3 community members.

1. Call to Order/Roll Call/Agenda Review  
Meeting was convened at 9:30 AM. *Central Coast Resident Owned Parks Report* was moved to follow *New Business/Action Items*.
2. **Approve July 18, 2019 Meeting Minutes**  
Motion/Second: Brocklebank/Lerno  
**Motion passed unanimously.**
3. Public Comment: Commission heard public comment.
4. New Business/Action Items:
  - 4.1. Santa Cruz County Housing Authority Update  
Mark Failor, *Santa Cruz County Housing Authority Deputy Director*, gave an overview of the voucher program and clarified their process to ensure that subsidized mobile home rents align with State and County rent stabilization requirements.
  - 4.2. Space Fee Fund Management  
Commissioners reviewed high-level summaries of space fee fund expenses and income for the previous seven years. Staff will follow-up with additional detail.
  - 4.3. Honoring Significant Contributors to the Mobile and Manufactured Home Community  
Cleveland proposed presenting an award to individuals and organizations that have made significant contributions to the mobile and manufactured home community. Chesnut will work with Commission to draft award language for the first recipient, former Commissioner Mardi Brick.  
**Approve Mardi Brick as the 2019 MMHC award recipient.**  
Motion/Second: Cleveland/Lerno  
**Motion passed unanimously.**
5. Central Coast Resident-Owned Parks Report  
Cleveland reported that two parks will be replacing their park-wide water and sewer systems at costs estimated to be up to \$1.5 million. County Counsel will clarify SCCC 13.32 capital improvement pass-through limits at the November meeting.

6. Commissioner Reports
  - 6.1. 5<sup>th</sup> District Report

Halterman reported that GSMOL Lobbyist Esperanza Ross may be available to speak at a future meeting. Commission will discuss at the November meeting.
  - 6.2. 3<sup>rd</sup> District Report:

Allenbaugh reported that the De Anza HOA is addressing an issue on timeliness of repairs to a retaining wall. Oceanview Park residents continue to protest the proposed retail complex.
  - 6.3. Golden State Manufactured Homeowner's League (GSMOL) Report:

Lerno reported that GSMOL membership has not increased as much as hoped for and encouraged mobile home park residents to get involved to ensure that mobile home parks retain their legal protections.
  - 6.4. 1<sup>st</sup> District Report
    - 6.4.1. Brocklebank reported on the Soquel Gardens MHP management's ongoing search for a utility meter reader.
    - 6.4.2. Pleasure Point MHP Hearing was decided in favor of the park residents.
    - 6.4.3. Commission discussed questions regarding SCCC 13.32's fair rate of return language; specifically, whether management can charge 12% the first year, or 12% per year for ten years. County Counsel will return with additional information.
  - 6.5. Western Manufactured Housing Communities Association (WMA) Report: No Report
  - 6.6. 2<sup>nd</sup> District Report: No Report
7. Legislative Report

Halterman reported that the AB-3066 committee is preparing proposed implementation policies to be posted on the HCD website for public comment.
8. County Counsel Report:

Thompson reported that no appeal hearing date has been set in the Pinto Lakes matter, but he will inform the Commission when more information becomes available.
9. County Supervisor Report:
  - 9.1. Chesnut invited the Commission and community members to Live Oak Elementary School on September 28<sup>th</sup> for a Live Oak community celebration.
  - 9.2. Chesnut announced vacancies on the Elderly and Disabled Transportation Advisory Commission (E&D TAC).
10. Staff Report
  - 10.1. The fair rate of return recommendation was approved and adopted.
  - 10.2. The space fee recommendation will be reviewed at the September 24 Board of Supervisors meeting.
  - 10.3. *California Rural Legal Assistance (CRLA)* and *Senior Citizens Legal Services* contracts were both renewed for an additional year.
  - 10.4. Staff reported that the Country Villa MHP issue did not result in a referral.
  - 10.5. County *EEO Officer* Britt Harmssen has left the County to pursue other opportunities.
11. Correspondence
12. Adjournment

Meeting was adjourned at 10:57 AM.

Submitted by: Kaite McGrew, *Commissions Coordinator*