



# Santa Cruz County Mobile and Manufactured Home Commission

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## MOBILE AND MANUFACTURED HOME COMMISSION MEETING MINUTES

DATE: July 15, 2021  
LOCATION: Meeting held remotely  
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*), Richard Valdez (*4<sup>th</sup> District*), Rick Halterman (*5<sup>th</sup> District*), Carol Lerno (*GSMOL*), Charlene Garza (*WMA*)  
EXCUSED: None  
STAFF: Justin Graham, Esq. (*Assistant County Counsel*), Suzanne Yang, Esq. (*Assistant County Counsel*), Jamie Sehorn (*1<sup>st</sup> District Analyst*), Kaite McGrew (*Commissions Coordinator*)  
GUESTS: Will Constantine, Esq., Megan Rhodes (*Bay Federal*), Carrie Birkhofer (*Bay Federal*), Richard Cooper (*Santa Cruz Community Credit Union*) and 2 members of the public.

1. Call to Order/Roll Call/Agenda Review  
Meeting was convened at 9:30 AM.
2. Approve *May 20, 2021 Meeting Minutes*  
Minutes were amended to correct a typographical error and add clarifying language to the District 3 report.  
**Motion to approve the May 20, 2021 minutes as amended.**  
Motion/Second: Brocklebank/Allenbaugh  
**Motion passed unanimously.**
3. Public Comment: None
4. New Business/Action Items:
  - 4.1. Reasonable Rate of Return on Capital Improvements Recommendation  
Brocklebank expressed concern about ambiguities in the Rent Control Ordinance.  
**Motion to recommend that the Board of Supervisor continue the reasonable rate of return on capital improvements at 12%**  
Motion/Second: Cleveland/Halterman  
Ayes: Cleveland, Allenbaugh, Valdez, Halterman, Lerno, Garza  
Nays: Brocklebank  
**Motion passed.**
  - 4.2. Space Fee Recommendation  
Commission reviewed income and expenses details for the Space Fee Fund. Outstanding invoices are being considered which may impact the fund balance. Brocklebank expressed concerns about changes in interest accrual and requested a more detailed accounting of County Counsel charges.  
**Motion to recommend that the Board of Supervisors continue the space fee at \$38 per space per year.**  
Motion/Second: Brocklebank/Garza  
**Motion passed unanimously.**

#### 4.3. CPI Adjustment Letters

Staff reported that CPI letters setting the allowable space rent increase for mobile home spaces and RV spaces 2022 were sent on July 13, 2021 and posted to the Commission website.

- 4.4. Proposed Amendments to Sections 13.32.070 and 13.32.080 of SCCC Chapter 13.32  
Sehorn presented proposed amendments to Santa Cruz County Code Chapter 13.32. to extend rent control to inherited mobile homes and to provide mobile and manufactured homeowners with the right to challenge unlawful individual rent increases in court.

**Motion to recommend that the Board of Supervisors approve and adopt the proposed amendments as written.**

Motion/Second: Brocklebank/Valdez

Ayes: Brocklebank, Cleveland, Allenbaugh, Valdez, Halterman, Lerno

Nays: Garza

**Motion passed.**

#### 5. County Supervisor Report:

- 5.1. Supervisor Koenig's office continues to monitor the situation at Soquel Gardens MHP whose permit to operate continues to be suspended pending completion of required repairs. Supervisor Koenig's office met with a variety of stakeholders, including Housing Authority representatives and HCD officials who confirmed they are communicating directly with Park owners and their electrical contractor.
- 5.2. A public hearing on a proposed Kaiser 4-story medical office and parking garage will be on the Planning Commission's November meeting agenda.
- 5.3. The Board of Supervisors unanimously approved the 2021-2022 budget which includes funding for the new Office of Response, Recovery and Resilience, broadband service expansion and support for women and minority-owned businesses.

#### 6. Commissioner Reports

##### 6.1. 1<sup>st</sup> District Report

Brocklebank summarized the impact of the CPI adjustments on space rents, reported that an HCD letter clarified rent requirements for residents of parks without current permits to operate, and expressed appreciation for AB 1061. She has been in communication with residents from Ranchito MHP who had not received a rent adjustment for the last four years but experienced a large adjustment this year to bring them current.

##### 6.2. 2<sup>nd</sup> District Report: No Report

##### 6.3. 3<sup>rd</sup> District Report

Allenbaugh reported that De Anza MHP has contracted with a third party meter reader.

##### 6.4. 4<sup>th</sup> District Report: No Report

##### 6.5. 5<sup>th</sup> District Report

Halterman requested that Commissioners advise residents in their districts to share information about their Mobilehome Residency Law Protection Program (MRLPP) experiences.

##### 6.6. Golden State Manufactured Homeowner's League (GSMOL) Report:

Lerno reported that the GSMOL is gratified by public participation in the MRLPP.

##### 6.7. Western Manufactured Housing Communities Association (WMA) Report: No Report

7. Central Coast Resident-Owned Parks Report  
Cleveland reported that the next meeting will be held on August 1, 2021 which may include a discussion on reserve studies.
8. Legislative Report
  - 8.1. **SB-64 (COVID-19 Emergency Relief)** has been turned into a two-year bill which may affect its impact.
  - 8.2. **AB-861 (preventing park owners from restricting the subletting of mobile homes by tenants in the event that the park owner is subletting park-owned mobile homes)** is on the Senate floor now, and, once heard, will need to return to the Assembly because it has been amended
  - 8.3. **AB-1061 (restrictions on water pass-through)** is on the Senate floor now, and, once heard, will need to return to the Assembly because it has been amended.
9. County Counsel Report:  
Commission welcomed Suzanne Yang, Esq., new County Counsel Liaison to the MMHC.
10. Staff Report:  
2022 meetings will be held in the Sheriff's Community Room because of the availability of increased technical amenities and the proximity of the District 1 Supervisor's office. Staff will share Grand Jury recommendations related to broadband services. Supervisor Koenig's office is considering working with Staff to draft a resolution rescinding the petition hearing process suspension, in the event that health and safety precautions would allow the hearing process to resume before the state of emergency has been lifted.
11. Correspondence: None
12. Adjournment  
Meeting was adjourned at 10:50 AM.

Submitted by: Kaite McGrew, *Commissions Coordinator*