



# Santa Cruz County Mobile and Manufactured Home Commission

701 Ocean Street, Fifth Floor, Room 510, Santa Cruz, CA 95060

P: (831) 454-2772 F: (831) 454-2411 TTY/TDD: 711

[commissions@santacruzcounty.us](mailto:commissions@santacruzcounty.us)

[www.sccmmhc.org](http://www.sccmmhc.org)

## MOBILE AND MANUFACTURED HOME COMMISSION MEETING MINUTES

DATE: November 17, 2022  
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: Kaite McGrew (*Commissions Manager*)  
GUESTS: Supervisor Koenig (*1<sup>st</sup> District Supervisor*), Megan Rhodes (Bay Federal) and 4 members of the public attended.

1. Call to Order/Roll Call/Agenda Review  
Meeting was convened at 9:32 AM.
2. Approve *September 15, 2022 Meeting Minutes*  
Minutes amended to correct an error.  
**Motion to approve the September 15, 2022 Minutes as amended**  
Motion/Second: Brocklebank/Garza  
Ayes: Brocklebank, Cleveland, Allenbaugh, Richard Valdez, Halterman, Garza  
Abstain: Lerno  
**Motion passed unanimously.**
3. Public Comment  
1 member of the public and two Commissioners provided public comment.
4. New Business/Action Items:
  - 4.1. Jan Beautz Award Discussion  
Commission will postpone the Jan Beautz Awards until 2023.
5. County Supervisor Report (Koenig)
  - 5.1. In honor of November being designated Men's Health Awareness Month, Supervisor Koenig shared statistics related to the prevalence of men's mental health issues and increased suicide risk.
  - 5.2. Increased potential resident/park impacts related to the Rail-Trail easement are anticipated if the State awards funding for segments 8, 9, 10, and 11 State in early December.
  - 5.3. Supervisor Koenig updated the Commission on general improvements in District 1 including better bike/pedestrian access, improved parks, increased revenue from short-term occupancy taxes, crosswalks, safety beacons and a pedestrian/bike bridge over Hwy 1.
  - 5.4. The Board of Supervisors is considering new legislation allowing tiny homes and recently reviewed the County's proposed Sustainability Update which will have a significant impact on the District 1 residents as District 1 contains the largest unincorporated urban area in the County.
6. Commissioner Reports
  - 6.1. 1<sup>st</sup> District Report  
Brocklebank reported on a variety of matters related to three MHPs she has been involved in since

the last meeting including Osocales MHP, Sorrento Oaks MHP and Soquel Gardens MHP. Brocklebank will prepare a draft regarding readiness-to-serve fees for consideration at a future meeting.

6.2. 3rd District Report:

Allenbaugh reported that De Anza MHP has no major issues. Brocklebank shared information regarding ongoing expenses related to AED devices in clubhouses including liabilities, maintenance, and training.

6.3. 4th District Report:

Valdez is researching allowable late fees for late space rents.

6.4. 5th District Report:

Halterman reported that the MRL Protection Program (MRLPP) will sunset at the end of 2023 unless extended and a detailed report on the program so far will be available early next year. The HCD's Park Inspection Report is now available. HCD criteria that would flag a park for inspection included volume of resident complaints, interval between inspections, and a lack of permit activity. Of the 14K resident complaints statewide, 13K have been resolved. Of the 500 park complaints statewide, 400 have been resolved.

6.5. Golden State Manufactured Homeowner's League (GSMOL) Report: No Report

6.6. Western Manufactured Housing Communities Association (WMA) Report:

Garza reported that the annual WMA convention took place in October. Garza will serve on their education committee and will take an active role in working with park owners on education, particularly regarding fulfillment of upcoming continuing education requirements. A resident shared a flier related to proposed MHP County Code changes. The Shoreline MHP property tax re-assessment is complete and nearly resolved.

6.7. 2nd District Report

Cleveland assisted a Pinto Lakes MHP resident. Commission reviewed the list of parks accepted into the CPUC Master Meter conversion program. The HCD Park Inspection Report cited the most common violations for park owners (unsecured gas meters, inaccessible lot equipment, and live wires) and residents (accumulated garbage, unsupported carports, and storage shed proximity).

7. Central Coast Resident-Owned Parks (ROP) Report:

Cleveland reported that the most recent meeting discussed park management models for ROPs. The next meeting will host a speaker on improved communications between residents and Boards in ROPs.

8. Legislative Report: No Report

9. County Counsel Report: No Report

10. Staff Report: No Report

11. Correspondence: None

12. Adjournment

Meeting was adjourned at 10:27 AM.

Submitted by: Kaite McGrew, *Commissions Manager*