



# Santa Cruz County Mobile and Manufactured Home Commission

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## MOBILE AND MANUFACTURED HOME COMMISSION MEETING MINUTES

DATE: July 18, 2024

LOCATION: United Way Community Room, (4450 Capitola Road, Ste 106, Santa Cruz, CA 95010)

PRESENT: Jean Brocklebank (*Chair - 1<sup>st</sup> District*), Henry Cleveland (*2<sup>nd</sup> District*), Candi Walker (*3<sup>rd</sup> District*), Richard Valdez (*4<sup>th</sup> District*), Rick Halterman (*5<sup>th</sup> District*), Charlene Solyman (*Vice Chair - WMA*)

EXCUSED: None

ABSENT: Carol Lerno (*GSMOL*)

STAFF: Kaite McGrew (*Commissions Manager*), Suzanne Yang (*County Counsel*)

GUESTS: Shane McKeithen (*District Supervisor Analyst*), Luis Mendez (*RTC Deputy Director*), Stephanie Hansen (*Planning Assistant Director*) and 12 members of the public attended.

1. Call to Order/Roll Call/Agenda Review  
Meeting convened at 9:30 AM.  
Item 5.5 was reordered to become 5.1 for scheduling purposes.
2. Approve *May 16, 2024 Meeting Minutes*  
Minutes were amended for clarification.  
**Motion to approve *May 16, 2024 Meeting Minutes* as amended.**  
Motion/Second: Halterman/Solyman  
**Motion passed unanimously.**
3. Public Comment:  
1 member of the public provided public comment.
4. County Supervisor Report  
McKeithen reported that the Board of Supervisors is in July recess and staff are dealing primarily with individual constituent issues until the next policy meeting scheduled for the second week of August.
5. New Business/Action Items:
  - 5.1. Ad Hoc RTC Scheduling Update  
Brocklebank read a report from the RTC's Interim Executive Director, Mitch Weiss, regarding the status of their analysis of the on the MHP encroachment issue which will impact two Live Oak MHP. The RTC's real property consultant subcontracted with another consulting firm specifically to provide analysis and recommendations at their fall meeting. Grace Blakeslee (*RTC Senior Planner*) has been invited to the September MMHC meeting to share the findings. Mendez provided additional more current detail on the project and reiterated the RTC's commitment to resolving the issue. Residents will be given an opportunity to provide input to the subcontractor.
  - 5.2. Consider Reasonable Rate of Return on Capital Improvements Recommendation  
Commission discussed the reasonable rate of return for park owners making capital improvements in their parks.

**Motion to retain the Reasonable Rate of Return at 12% and approve the *Reasonable Rate of Return Recommendation Memo* as written.**

Motion/Second: Halterman/Cleveland

**Motion passed unanimously.**

5.3. Consider Space Fee recommendation

Commission reviewed the annual Space Fee Fund report and discussed the potential impact of recent code changes on projected expenses.

**Motion to retain the space fee at \$38 per year per space and approve the *Space Fee Recommendation Memo* as written**

Motion/Second: Halterman/Solyman

**Motion passed unanimously.**

5.4. Amended County Parking Standards for New Manufactured Home Installations

Commission reviewed County documentation describing recent amendments to parking requirements for new manufactured homes being installed in County MHPs. Transportation permits are only being issued for homes that will meet the parking requirements. Hansen clarified that the amendments were part of a larger plan (Sustainability Regulatory and Policy Update) that took a decade to develop and impacted all dwellings, not just mobile and manufactured homes. Solyman indicated that park managers/owners are meeting with local and state authorities to discuss the jurisdictional viability of the County's criteria exceeding that of the HCD on a property that is under the jurisdiction of the HCD.

5.5. CPI Adjustment Letters Update

Staff reported that CPI letters had been sent to all parks with spaces under the rent stabilization ordinance and uploaded to the Commission's website.

6. Commissioner Reports

6.1. District Two (Cleveland):

Cleveland summarized an article in the Sentinel related to mobile home living and reported that Pinto Lake Mobile Estates has converted some guest parking spaces to paid parking for residents. Valdez confirmed that Green Valley MHP is also doing this.

6.2. District Three (Walker): No Report

6.3. District Four (Valdez):

Valdez reported that Meadows Manor has not yet repaired potholes beyond a partial repair that they passed through to residents, but which did not resolve the issue permanently. A very large new mobile home that barely met easement was installed in the park. No reports from other parks.

6.4. District Five (Halterman):

Halterman referred one resident to the MRLPP program.

6.5. Golden State Manufactured Homeowners League (Lerno): Not Present

6.6. Western Manufactured Housing Communities (Solyman):

Solyman reported progress in working with the Shoreline MHP portfolio manager on a list of issues as well as researching an issue related to the Capitola rent control ordinance and changing legislation at the state level that would no longer exempt residents on long-term leases at the Surf and Sand MHP from rent control.

6.7. District One (Brocklebank)

Brocklebank reported communicating with residents on a variety of matters in 5 MHPs including Blue and Gold, Castle, Ocean Breeze, Pinto Lake Mobile Estates, and Soquel Gardens. Brocklebank encouraged public and Commissioner attendance of an RTC-hosted open house at the Live Oak Grange for the community to learn about the Rail Trail project.

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

Cleveland reported that a road maintenance presentation is scheduled for the next ROP meeting.

8. Legislative Report:

Halterman provided updates on the status of several bills related to mobile home parks being considered:

- **(AB-2778) Mobilehome Affordability Act: mobilehome parks: rent caps.** The bill was re-referred to the Committee on Housing and Community Development and is expected to remain there for the remainder of the year. It is confirmed dead now because there is not a fair rate of return provision included.
- **(AB 2539) Mobilehome parks: sale: notice: right of first refusal.** The bill is suspended.
- **(AB-2387) Mobilehome parks: additional lots: exemption from additional fees or charges.** (Gail Pellerin) Although the bill is meant to address affordable housing shortages, it remains problematic in that it would remove all local oversight and could result in many unintended consequences including multifamily multi-story dwellings. It has passed both houses and is scheduled for finance committee review.
- **(AB-2022) Mobilehome Emergency Preparedness Act** The bill is in the Senate awaiting the August return.

9. County Counsel Report: No Report

10. Staff Report

Staff provided an update on the County's ongoing efforts to assemble a panel of financial experts to assess Special Rent Adjustment Petitions when they are filed.

11. Correspondence: None

12. Adjournment

Meeting adjourned at 10:49 AM.

Submitted by: Kaite McGrew, *Commissions Manager*