



# Santa Cruz County Mobile and Manufactured Home Commission

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## MOBILE AND MANUFACTURED HOME COMMISSION MEETING MINUTES

DATE: July 18, 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*),  
Rick Halterman (*5<sup>th</sup> District*), Carol Lerno (*GSMOL*),  
EXCUSED: David Allenbaugh (*3<sup>rd</sup> District*), Charlene Garza (*WMA*)  
STAFF: Ryan Thompson (*County Counsel*), Kaite McGrew (*Commissions Coordinator*)  
GUESTS: 5

1. Call to Order/Roll Call/Agenda Review  
Meeting was convened at 9:30 AM. The Commission observed a moment of silence to commemorate the passing of Janell Lund-Mann, the daughter of former Commissioner, Bonnie Lund.
2. **Approve May 16, 2019 Meeting Minutes**  
Motion/Second: Lerno/Halterman  
Ayes: Cleveland, Halterman, Lerno  
Nays: Brocklebank  
**Motion passed.**
3. Public Comment
4. Central Coast Resident-Owned Parks Report
  - 4.1. Cleveland reported that a representative from a company installing solar panels in mobile home parks indicated that several parks have begun to provide their own solar power as a means of generating revenue instead of using municipal utilities.
  - 4.2. The next Central Coast Resident-Owned Parks meeting will be held on August 3, 2019.
5. New Business/Action Items:
  - 5.1. **Approve Recommending that the Fair Rate of Return Remain at 12%.**  
Motion/Second: Halterman/Lerno  
**Motion passed unanimously.**
  - 5.2. Review CPI Adjustment Letters  
Commission reviewed CPI adjustment notifications to be sent on July 19, 2019.
  - 5.3. **Approve Recommending that the Space Fee Remain at \$38 per Space per Year.**  
Motion/Second: Brocklebank/Lerno  
**Motion passed unanimously.**
  - 5.4. 2019 HCD Mobilehome Registration Fee and Tax Waiver Program  
Cleveland gave an overview of the program and discussed California Association of County Treasurers and Tax Collectors (CACTTC) letter to the Assembly Appropriations Committee opposing AB-173 unless amended. Brocklebank found some elements of the argument compelling.

6. Commissioner Reports
  - 6.1. 5<sup>th</sup> District Report
    - 6.1.1. Halterman reported that preparations for the implementation of AB-3066 continue. Additional funding has been secured to provide 5-7 new positions to staff the program. Projections indicate the program should receive approximately 7500 complaints per year, with 63% of those complaints being validated and actionable.
  - 6.2. Western Manufactured Housing Communities Association (WMA) Report: No Report
  - 6.3. 3<sup>rd</sup> District Report: No Report
  - 6.4. 1<sup>st</sup> District Report
    - 6.4.1. Brocklebank reported that a Soquel Gardens resident has been referred to Senior Legal Services to address an issue regarding how utilities are being charged.
    - 6.4.2. Carriage Acres residents sent a letter to park management indicating that they believe that MRLA requirements supersede local ordinance requirements. They are disputing the Readiness-to-Serve charges which were not assessed by Soquel Water, and they believe should not be charged by the park.
  - 6.5. Golden State Manufactured Homeowner's League (GSMOL) Report:

Lerno encouraged mobile home park residents to get involved to ensure that mobile home parks retain their legal protections.
  - 6.6. 2<sup>nd</sup> District Report
    - 6.6.1. Cleveland reviewed County Operational Plan objectives and reported that while there are objectives to expand affordable housing stock in Santa Cruz County, there are no objectives to preserve existing affordable housing stock.
    - 6.6.2. Cleveland confirmed that there are no known mobile home parks continuing to pay fees to the Department of Motor Vehicles (DMV).
    - 6.6.3. Cleveland confirmed that a representative from Housing Authority will be invited to the September meeting.
7. Legislative Report
  - 7.1. Halterman reported on the following bills of interest to the mobilehome community which are now being considered:
    - *SB-274*, regarding mobilehome park tenancies, has passed out of Committee to the Assembly.
    - *AB-1482 Statewide Rent Control Bill* has been amended to exclude MHPs because of existing MHP rent control regulations.
8. County Counsel Report:
  - 8.1. Thompson reported that no hearing date has been set in the Pinto Lakes matter, but he will inform the Commission when more information becomes available.
  - 8.2. County Counsel confirmed that the allowable pass-through timing (once annually, or 12 pro-rated monthly charges) for the AB-3066 \$10 fee is unclear in the statute. Halterman advised that most parks he is aware of have charged the fee once per year.
9. County Supervisor Report: No Report
10. Staff Report
  - 10.1. The hearing for the General Rent Adjustment Petition filed by residents at Pleasure Point MHP is scheduled for July 30, 2019 from 1:00 -5:00 PM in the Board Chambers.

- 10.2. A referral has been made to Senior Legal Services for the Soquel Gardens resident mentioned by Brocklebank.
  - 10.3. A Country Villa resident expressed concern about how taxes are being calculated in the rent adjustment. They have not yet received a referral.
  - 10.4. Staff requested that Commissioners bring legal inquiries to meetings and that County Counsel respond to them during meetings whenever possible. For more time-sensitive issues, inquiries should be routed to Staff, who will then route them to County Counsel as appropriate. Members of the public should be encouraged to copy the Commission on correspondence of interest, rather than copying County Counsel. These efforts are requested to better contain costs that deplete the space fee fund.
  - 10.5. Staff will add "Space Fee Fund Management" to the September agenda.
11. Correspondence  
Commission discussed correspondence review process.
  12. Adjournment  
Meeting was adjourned at 10:52 AM.

Submitted by: Kaite McGrew, *Commissions Coordinator*