

# **MOBILE AND MANUFACTURED HOME COMMISSION MEETING Agenda**

**Simpkins Family Swim Center  
979 17<sup>th</sup> Avenue, Santa Cruz, CA**

**Janaury 22, 2015 9:30 AM**

- I. Call to Order/Roll Call/Agenda Review and Approval of Minutes**
- II. Community Input**
- III. Presentation – Julie Conway – Planning Dept. – Housing Programs**
- IV. Business**
  - a. Readiness-to-Serve water rates for individually meter spaces in mobile home parks
  - b. Santa Cruz County Mobile/Manufactured Homeowner Association
  - c. Commissioner Reports
  - d. Legislative Report
  - e. County Counsel Report
  - f. County Supervisor Report
  - g. Coordinator Report
  - h. Correspondence/Communications
- V. Adjournment**

**The next Mobilehome Commission meeting is currently scheduled for time TBA on March 19, 2015 at the Simpkins Family Swim Center located at 979 17<sup>th</sup> Avenue, Santa Cruz, CA.**

As a courtesy to those persons affected, please attend the meeting smoke and scent free. Please turn off cell phones. Mobilehome Commission By-Laws, Paragraph 7, Agenda states: Public participation in Commission meetings shall be allowed as follows: An opportunity for members of the public to directly address the Commission on any item on the agenda of interest to the public shall be provided before or during the Commission's consideration of the item. In addition, the agenda will provide for community input on the items not on the agenda, which are within the subject matter jurisdiction of the Commission, at the end of each regular meeting agenda. Community input must not exceed three (3) minutes in length per person, must be directed to an item not listed on today's Agenda, and must be within the jurisdiction of the Mobile and Manufactured Home Commission. **For further information, please contact the Commission office at 454-2772. Mobilehome Commission Website: <http://sccounty01.co.santa-cruz.ca.us/mhc/index.html>**

The County of Santa Cruz does not discriminate on the basis of disability, and no person shall, by reason of a disability, be denied the benefits of its services, programs or activities. The meeting location is an accessible facility. If you are a person with a disability and require assistance in order to participate in the meeting, please contact Mary Thuerwachter at least 72 hours in advance of the meeting to make arrangements at 454-2772 or TDD 1-800-735-2929 (California Relay Service) to translate your TDD call for the Commission staff. Persons with disabilities may request a copy of the agenda in an alternative format.

**ACTION MINUTES OF  
THE MOBILE AND MANUFACTURED HOME COMMISSION MEETING**

DATE: January 22, 2015  
PLACE: Simpkins Swim Center, Santa Cruz, CA  
PRESENT: Henry Cleveland, Mardi Brick, Rick Halterman, Bonnie Lund,  
Carol Lerno, Jean Brocklebank  
  
Staff: Mary Thuerwachter

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Approval of Minutes of meeting for November 20, 2014.

Motion/Second: Halterman/Brick

AYES: Cleveland, Broklebank, Brick, Lund, Halterman, Lerno  
NOES:

Commissioner Brick announced her resignation from the Commission, having had a long and productive involvement with the commission.

Carlos Landaverry, Planning Department spoke to the commission on a new grant of \$2 million for first time home buyers and mobilehome change-outs in resident owned parks.

Next agenda will include an item to discuss a recommendation for expansion of these programs to investor owned parks.

Submitted:

Mary Thuerwachter  
Commissions Coordinator

# MOBILE AND MANUFACTURED HOME COMMISSION MEETING Agenda

**Simpkins Family Swim Center  
979 17<sup>th</sup> Avenue, Santa Cruz, CA**

March 19, 2015 9:30 AM

- I. Call to Order/Roll Call/Agenda Review and Approval of Minutes**
- II. Community Input**
- III. Business**
  - a. Affordable Housing Programs expansion for residents in investor parks
  - b. Readiness-to-Serve water rates for individually metered spaces
  - c. Santa Cruz County Mobile/Manufactured Homeowner Association
  - d. Vacancies – Third and Fourth Districts
  - e. Commissioner Reports
  - f. Legislative Report
  - g. County Counsel Report
  - h. County Supervisor Report
  - i. Coordinator Report
  - j. Correspondence/Communications
- IV. Adjournment**

**The next Mobilehome Commission meeting is currently scheduled for time 9:30 a.m. on May 21, 2015 at the Simpkins Family Swim Center located at 979 17<sup>th</sup> Avenue, Santa Cruz, CA.**

As a courtesy to those persons affected, please attend the meeting smoke and scent free. Please turn off cell phones. Mobilehome Commission By-Laws, Paragraph 7, Agenda states: Public participation in Commission meetings shall be allowed as follows: An opportunity for members of the public to directly address the Commission on any item on the agenda of interest to the public shall be provided before or during the Commission's consideration of the item. In addition, the agenda will provide for community input on the items not on the agenda, which are within the subject matter jurisdiction of the Commission, at the end of each regular meeting agenda. Community input must not exceed three (3) minutes in length per person, must be directed to an item not listed on today's Agenda, and must be within the jurisdiction of the Mobile and Manufactured Home Commission. **For further information, please contact the Commission office at 454-2772. Mobilehome Commission Website: <http://sccounty01.co.santa-cruz.ca.us/mhc/index.html>**

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**ACTION MINUTES OF  
THE MOBILE AND MANUFACTURED HOME COMMISSION MEETING**

DATE: March 19, 2015  
PLACE: Simpkins Swim Center, Santa Cruz, CA  
PRESENT: Henry Cleveland, Rick Halterman, Bonnie Lund, Jean Brocklebank  
EXCUSED: Carol Lerno  
Staff: Mary Thuerwachter

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Approval of Minutes of meeting for January 22, 2014.

Motion/Second: Halterman/Brocklebank

AYES: Cleveland, Brocklebank, Lund, Halterman  
NOES: None

Next meeting bring information on how many mobilehome change-outs defaulted resulting in a loss to the County. Bay Federal will also be invited to discuss a recommendation for expansion of county affordable housing programs to include investor owned parks.

Submitted:

Mary Thuerwachter  
Commissions Coordinator

# **MOBILE AND MANUFACTURED HOME COMMISSION MEETING Amended Agenda**

**Simpkins Family Swim Center  
979 17<sup>th</sup> Avenue, Santa Cruz, CA**

**May 21, 2015 9:30 AM**

- I. Call to Order/Roll Call/Agenda Review and Approval of Minutes**
- II. Community Input**
- III. Speaker – William Constantine, attorney, legal updates and park owner strategies**
- IV. Business**
  - a. Affordable Housing Programs expansion for residents in investor parks
  - b. Election of Officers
  - c. Readiness-to-Serve water rates for individually metered spaces
  - d. Santa Cruz County Mobile/Manufactured Homeowner Association
  - e. Vacancy –Fourth District
  - f. Commissioner Reports
  - g. Legislative Report
  - h. County Counsel Report
  - i. County Supervisor Report
  - j. Coordinator Report – 2016 Schedule
  - k. Correspondence/Communications
- V. Adjournment**

**The next Mobilehome Commission meeting is currently scheduled for time 9:30 a.m. on July 23, 2015 at the Simpkins Family Swim Center located at 979 17<sup>th</sup> Avenue, Santa Cruz, CA.**

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**ACTION MINUTES OF  
THE MOBILE AND MANUFACTURED HOME COMMISSION MEETING**

DATE: May 21, 2015  
PLACE: Simpkins Swim Center, Santa Cruz, CA  
PRESENT: Henry Cleveland, Rick Halterman, Carol Lerno, Jean Brocklebank, David Allenbaugh  
EXCUSED: Bonnie Lund  
Staff: Mary Thuerwachter

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Approval of Minutes of meeting for March 19, 2014.

Motion/Second: Brocklebank/Halterman

AYES: Cleveland, Brocklebank, Allenbaugh, Halterman  
NOES: None  
ABSTAIN: Lerno

Election of Officers

**President:**

**Cleveland:** Cleveland, Allenbaugh, Lerno, Halterman

**Brocklebank:** Brocklebank

**Vice President:**

**Halterman:** Cleveland, Brocklebank, Lerno, Halterman, Allenbaugh

Submitted:

Mary Thuerwachter  
Commissions Coordinator

# MOBILE AND MANUFACTURED HOME COMMISSION MEETING Agenda

**Simpkins Family Swim Center  
979 17<sup>th</sup> Avenue, Santa Cruz, CA**

July 23, 2015 9:30 AM

- I. Call to Order/Roll Call/Agenda Review and Approval of Minutes**
- II. Community Input**
- III. Business**
  - a. Affordable Housing Programs expansion for residents in investor parks
  - b. CPI Index Letter
  - c. Fair Rate of Return Review
  - d. Space Fee Review
  - e. Readiness-to-Serve water rates for individually metered spaces
  - f. Santa Cruz County Mobile/Manufactured Homeowner Association
  - g. Vacancy –Fourth District
  - h. Commissioner Reports
  - i. Legislative Report
  - j. County Counsel Report
  - k. County Supervisor Report
  - l. Coordinator Report – Housing Element
  - m. Correspondence/Communications
- IV. Adjournment**

**The next Mobilehome Commission meeting is currently scheduled for time 9:30 a.m. on September 24, 2015 at the Simpkins Family Swim Center located at 979 17<sup>th</sup> Avenue, Santa Cruz, CA.**

As a courtesy to those persons affected, please attend the meeting smoke and scent free. Please turn off cell phones. Mobilehome Commission By-Laws, Paragraph 7, Agenda states: Public participation in Commission meetings shall be allowed as follows: An opportunity for members of the public to directly address the Commission on any item on the agenda of interest to the public shall be provided before or during the Commission's consideration of the item. In addition, the agenda will provide for community input on the items not on the agenda, which are within the subject matter jurisdiction of the Commission, at the end of each regular meeting agenda. Community input must not exceed three (3) minutes in length per person, must be directed to an item not listed on today's Agenda, and must be within the jurisdiction of the Mobile and Manufactured Home Commission. **For further information, please contact the Commission office at 454-2772. Mobilehome Commission Website: <http://sccounty01.co.santa-cruz.ca.us/mhc/index.html>**

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**ACTION MINUTES OF  
THE MOBILE AND MANUFACTURED HOME COMMISSION MEETING**

DATE: July 23, 2015  
PLACE: Simpkins Swim Center, Santa Cruz, CA  
PRESENT: Henry Cleveland, Rick Halterman, Carol Lerno, Jean  
Brocklebank, David Allenbaugh  
EXCUSED: Bonnie Lund  
Staff: Mary Thuerwachter

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Approval of Minutes of meeting for May 21, 2014.

Motion/Second:

Election of Officers

**President:**

**Cleveland:** Cleveland, Allenbaugh, Lerno, Halterman

**Brocklebank:** Brocklebank

**Vice President:**

**Halterman:** Cleveland, Brocklebank, Lerno, Halterman, Allenbaugh

Submitted:

Mary Thuerwachter  
Commissions Coordinator



# **MOBILE AND MANUFACTURED HOME COMMISSION MEETING Agenda**

**Simpkins Family Swim Center  
979 17<sup>th</sup> Avenue, Santa Cruz, CA  
September 24, 2015 9:30 AM**

- I. Call to Order/Roll Call/Agenda Review and Approval of Minutes**
- II. Community Input**
- III. Scheduled Speaker, William Constantine, Attorney at Law  
Mobilehome Conversion – Proposed Amendments**
- IV. Business/Action Items**
  - a. Recommendation on Amendments to Conversion Ordinance
  - b. Affordable Housing Programs expansion for residents in investor parks
  - c. Space Fee Review
  - d. Readiness-to-Serve water rates for individually metered spaces
- V. Reports**
  - a. Santa Cruz County Mobile/Manufactured Homeowner Association
  - b. Vacancy –Fourth District
  - c. Commissioner Reports
  - d. Legislative Report
  - e. County Counsel Report
  - f. County Supervisor Report
  - g. Correspondence/Communications

## **ADJOURNMENT**

**The next Mobilehome Commission meeting is currently scheduled for time 9:30 a.m. on November 13, 2015 at the Simpkins Family Swim Center located at 979 17<sup>th</sup> Avenue, Santa Cruz, CA.**

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**ACTION MINUTES OF  
THE MOBILE AND MANUFACTURED HOME COMMISSION MEETING**

DATE: September 24, 2015  
PLACE: Simpkins Swim Center, Santa Cruz, CA  
PRESENT: Henry Cleveland, Rick Halterman, Carol Lerno, Jean  
Brocklebank, Bonnie Lund  
ABSENT: David Allenbaugh  
Staff: Mary Thuerwachter

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Presentation by William Constantine on Mobilehome Protections in Housing Element, zoning and Conversion Ordinance.

Questions have been raised by Commissioner Brocklebank and several park residents on Readiness to Serve Water fees being charged to park residents. Staff will give information to County Counsel. The Commission is requesting an opinion from County Counsel.

Motion/Second: Brocklebank/Lund

AYES: Cleveland, Brocklebank, Lund, Lerno Halterman

NOES: None

Submitted:

Mary Thuerwachter  
Commissions Coordinator

# MOBILE AND MANUFACTURED HOME COMMISSION MEETING Agenda

County Government Center  
701 Ocean Street, Santa Cruz, CA 5060

**Note Location Change**

November 19, 2015 9:30 AM

- I. Call to Order/Roll Call/Agenda Review and Approval of Minutes**
- II. Community Input**
- III. Business/Action Items**
  - a. Conversion Ordinance
  - b. Affordable Housing Programs expansion for residents in investor parks
  - c. Space Fee Review - Attachment
  - d. Readiness-to-Serve water rates for individually metered spaces - Attachment
- IV. Reports**
  - a. Santa Cruz County Mobile/Manufactured Homeowner Association
  - b. Vacancy –Fourth District
  - c. Commissioner Reports
  - d. Legislative Report
  - e. County Counsel Report
  - f. County Supervisor Report
  - g. Correspondence/Communications

## ADJOURNMENT

**The next Mobilehome Commission meeting is currently scheduled for time 9:30 a.m. on January 21, 2016 at the Simpkins Family Swim Center located at 979 17<sup>th</sup> Avenue, Santa Cruz, CA.**

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**ACTION MINUTES OF  
THE MOBILE AND MANUFACTURED HOME COMMISSION MEETING**

DATE: November 19, 2015  
PLACE: Government Center, 701 Ocean St., Santa Cruz, CA  
PRESENT: Henry Cleveland, Rick Halterman, Carol Lerno, Jean Brocklebank, David Allenbaugh  
EXCUSED: Bonnie Lund  
Staff: Mary Thuerwachter

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September 2015 minutes were approved.

Motion/Second: Lerno/Allenbaugh

AYES: Cleveland, Brocklebank, Allenbaugh, Lerno, Halterman  
NOES: None

A Public Memorandum prepared by County Counsel regarding Water Readiness to Serve Fees was made available to the public.

A letter to the Board of Supervisors recommending that Affordable Housing Programs be expanded to include residents in investor owned parks will be written with a copy to the Planning Department.

Motion/Second: Brocklebank/Halterman

AYES: Cleveland, Brocklebank, Allenbaugh, Lerno, Halterman  
NOES: None

Budget information on space fees and commission expenses were reviewed. No further action on space fees was taken.

Submitted:

Mary Thuerwachter  
Commissions Coordinator