

MOBILE AND MANUFACTURED HOME COMMISSION MEETING AGENDA

**Simpkins Family Swim Center
979 17th Avenue, Santa Cruz, CA 95062**

January 18, 2018 9:30 AM

As a courtesy to those persons affected, please attend the meeting smoke and scent free.

I. Call to Order/Roll Call/Agenda Review and Approval of Minutes

II. Community Input

III. Business/Action Items

- a. Commission meeting in Watsonville
- b. Future Goals

IV. Reports

- a. Santa Cruz County Mobile/Manufactured Homeowner Association
- b. Commissioner Reports
- c. Legislative Report
- d. County Counsel Report
- e. County Supervisor Report
- f. Staff Report
- g. Correspondence/Communications

V. Adjournment

The next Mobile and Manufactured Home Commission meeting is currently scheduled for March 15, 2018 at the Simpkins Family Swim Center (979 17th Avenue, Santa Cruz, CA 95062).

Mobile Home 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 oral communications on items not on the agenda which are within the subject matter jurisdiction of the Commission at the end of each regular meeting agenda. The Chairperson of the Commission may establish reasonable limits on the amount of time allotted to each speaker on a particular item, and the Commission may establish reasonable limits on the total amount of time allotted for public testimony on a particular item or the total amount of time allotted for community oral communications. When further discussion is required, the Commission may vote to allot time in the agenda of the following meeting.

For further information, please contact the Commission office at 831-454-2772 (TDD: 711), or go online to the Mobile Home 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 the Personnel Department at least 72 hours in advance of the meeting to make arrangements at 831-454-2600 or TDD 711 (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.

MOBILE AND MANUFACTURED HOME COMMISSION MEETING MINUTES

DATE: January 18, 2018
LOCATION: Simpkins Swim Center, 979 17th Avenue, Santa Cruz, CA 95062
PRESENT: Rick Halterman (5th District), Jean Brocklebank (1st District), Carol Lerno (Golden State Manufactured Homeowner's League), Charlene Garza (Western Manufactured Home Association)
EXCUSED: Henry Cleveland (2nd District)
ABSENT: Briana Del Franco (4th District), David Allenbaugh (3rd District)
STAFF: Angela Chestnut (Supervisor John Leopold's Representative), Sharon Carey-Stronck (County Counsel), Britt Harmssen (EEO Officer), Claire Schwartz (Employee Relations Program Manager)
GUESTS: 21

- I. Call to Order/ Roll Call/ Agenda Review and Approval of Minutes
 - a.) Meeting was convened at 9:30 am
 - b.) Approve November 16, 2017 meeting minutes with one correction under Halterman's Report, changing "members of SCCCMMHA" to "GSMOL board members."
Motion/Second: Brocklebank/Halterman. Passed unanimously.
- II. Community Input
 - a.) A resident of Antonellis Manor discussed numerous issues at her park, including difficulties with securing park records and documents from management. Commissioners and County Counsel provided resources and suggestions to the resident. Halterman and Lerno encouraged the resident to request to be added to the agenda of the park's next Board meeting.
 - b.) A resident inquired as to the purpose behind SB 147 which specifies limitations for the number of persons residing in a single residence, and Commissioners advised that she consult the legislative intent.
 - c.) Catherine Kreach from Osocoles Park inquired about the legality of a recent smoking ban that was unilaterally imposed by management and added to lease agreements without resident input. County Counsel advised that individual legal disputes are best reserved for consideration by Senior Legal Services or CRLA.
 - d.) A resident inquired about the status of Capitola rent control. Halterman recommended that the resident contact the City of Capitola to determine whether they were subject to a year-to-year lease without rent control or received rent control protection.
- III. Reports
 - a.) Staff Report
 - 1.) A recruitment was opened for a new Commissions Coordinator who will likely be selected by the end of next month.
 - 2.) The Alimur Park Residents are in active negotiations with Park Management over the General Rent Adjustment dispute and have requested to postpone scheduling a hearing until further notice.
 - 3.) Chair Cleveland drafted the space fee recommendation letter.

- b.) Santa Cruz County Mobile/Manufactured Home Association Report (John Mulhern): No report.
- c.) Commissioner Reports
 - 1.) Halterman (5th District):
 - a.) Elections for the Board are approaching, and everyone is eligible to vote by mail before 3/16/18. Chair Cleveland is running for Vice-President at large for Board of GSMO, and his opposition has been endorsed by Mobile Home Magazine. No GSMOL convention will be held this year.
 - 2.) Brocklebank (1st District):
 - a.) A Watsonville Commission meeting requires participation and attendance from District 4 Commissioner Del Franco. Brocklebank noted that Franco has missed the past four meeting without notice and wants to the Commission to reach out to Del Franco to make sure she is okay and place the vacancy on the agenda if needed.
 - 3.) Garza (Western Manufactured Home Association):
 - a.) Provided a handout outlining Key Assembly and Senate bills.
 - 4.) Lerno (Golden State Manufactured Homeowner's League):
 - a.) Highlighted a good article in the Californian about communications.
 - b.) Announced that the next Resident Owned Park meeting is scheduled for February 2, 2018 at 10:00 AM at Rancho Corralitos.
- d.) Legislative Report
 - 1.) AB 1269 (the Mobilehome Residents and Senior Protection Act) was vetoed by Governor Brown and pending consideration of the Governor's veto.
 - 2.) Assemblymember Mark Stone will contact Halterman by February 10 about AB 1269 to let him know the status and whether it will be moving forward.
- e.) County Counsel Report
 - 1.) Commissioners cannot provide legal analysis, but can share their personal experience which should be taken anecdotally and not as legal advice.
 - 2.) Pinto Lakes litigation update: County Counsel successfully argued that residents should have been added to the lawsuit against the County challenging the rent stabilization ordinance as necessary parties. The Judge sustained County Counsel's demurrer with leave to amend by December 19, 2017. Opposing counsel did not file an amended lawsuit by that date. County Counsel has since filed for final judgment of dismissal. The next court date is set for January 30, 2018, and there is no need for residents to appear. If the case is dismissed, there is a sixty-day window to appeal the decision.
 - 3.) Brocklebank asked County Counsel who monitors Senior Legal Services' compliance with the periodic reporting provision specified within the contract, and County Counsel responded that these services are provided for residents and paid for by the residents' funds and most other attorneys charge far

more.

f.) County Supervisor Report

- 1.) Supervisor Leopold is attending the Regional Transportation Commission meeting and could not make it to today's Commission meeting.
- 2.) Park management is willing to meet with residents to discuss the issue of the new anti-smoking policy at Osocales park and Antonelli park concerns.
- 3.) Supervisor Leopold participated in a Powerpoint presentation at a community meeting last Spring regarding the 17th and Capitola development plan. Residents want a mixed-use space. The County is currently in negotiations with Mid-Peninsula Housing.

g.) Staff Report

- 1.) Provided before Commissioners' reports.

h.) Correspondence/ Communications

None.

IV. Business/ Action Items

a.) Commission meeting in Watsonville

- 1.) This item will be tabled until District 4 representative is in attendance.

b.) Future Goals

- 1.) This item will be removed as the Commission approved the Future Goals for inclusion in the Biennial Report at their last meeting.

V. Adjournment at 10:57 am

Submitted: Britt Harmssen, EEO Officer

MOBILE AND MANUFACTURED HOME COMMISSION MEETING AGENDA

**Simpkins Family Swim Center
979 17th Avenue, Santa Cruz, CA 95062**

Thursday, March 15, 2018 9:30 AM

As a courtesy to those persons affected, please attend the meeting smoke and scent free.

- I. Call to Order/Roll Call/Agenda Review and Approval of January Meeting Minutes**
- II. Community Input**
- III. Santa Cruz Housing Authority Programs Relevant to Mobile and Manufactured Housing**
- IV. Business/Action Items**
 - a. Commission meeting in Watsonville
 - b. Space Fee Increase Recommendation
- V. Reports**
 - a. Santa Cruz County Mobile/Manufactured Homeowner Association
 - b. Commissioner Reports
 - c. Legislative Report
 - d. County Counsel Report
 - e. County Supervisor Report
 - f. Staff Report
 - g. Correspondence/Communications
- VI. Adjournment**

The next Mobile and Manufactured Home Commission meeting is currently scheduled for May 17, 2018 at the Simpkins Family Swim Center (979 17th Avenue, Santa Cruz, CA 95062).

Mobile Home 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 oral communications on items not on the agenda which are within the subject matter jurisdiction of the Commission at the end of each regular meeting agenda. The Chairperson of the Commission may establish reasonable limits on the amount of time allotted to each speaker on a particular item, and the Commission may establish reasonable limits on the total amount of time allotted for public testimony on a particular item or the total amount of time allotted for community oral communications. When further discussion is required, the Commission may vote to allot time in the agenda of the following meeting.

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MOBILE AND MANUFACTURED HOME COMMISSION MEETING MINUTES

DATE: March 15, 2018
LOCATION: Simpkins Swim Center, 979 17th Avenue, Santa Cruz, CA 95062
PRESENT: Henry Cleveland (2nd District), Rick Halterman (5th District), Jean Brocklebank (1st District), David Allenbaugh (3rd District)
EXCUSED: Charlene Garza (Western Manufactured Home Association)
ABSENT: Carol Lerno (Golden State Manufactured Homeowner's League), Briana Del Franco (4th District),
STAFF: Sharon Carey-Stronck (County Counsel), Britt Harmssen (EEO Officer)
GUESTS: Jenny Pannetta (Director of Santa Cruz Housing Authority), 6

- I. Call to Order/ Roll Call/ Agenda Review and Approval of Minutes
 - a.) Meeting was convened at 9:30 am
 - b.) Approve January 18, 2018 meeting minutes with two corrections to remove the first sentence under II.d. and amending County Counsel's response under III.e.3
Motion/Second: Brocklebank/Halterman.
Ayes: Brocklebank, Halterman
Abstain: Cleveland, Allenbaugh
Failed for lack of quorum of Commissioners who attended the January meeting. To be added to next meeting's agenda.
- II. Community Input
 - a.) Marsha Gee, Pine Knoll Mobile Manor residents' representative, inquired as to who is responsible for monitoring performance under the contract with Senior Citizens Legal Services. County Counsel responded that, because legal services are financed by residents' funds, residents may evaluate performance.
 - b.) Cleveland requested that a discussion regarding performance under the current contract and alternative options for representation be added to the next meeting's agenda.
- III. Santa Cruz Housing Authority Presentation Regarding Programs Relevant to Mobile and Manufactured Housing
 - a.) Pannetta discussed changes to the Section 8 voucher and home ownership programs which would benefit current and prospective mobilehome owners currently on the Section 8 waitlist, including HUD's expansion of acceptable uses for Section 8 vouchers. Under the program, Section 8 vouchers may now be used to subsidize down payments, loans, insurance, property taxes, and maintenance. Previously, Section 8 vouchers could only be applied towards space rent.
- IV. Business/Action Items
 - a.) Commission meeting in Watsonville has been tabled indefinitely until 4th district commissioner is in attendance.
 - b.) Space Fee Recommendation
Submit space fee recommendation through Unified Fee Schedule.
Motion/Second: Brocklebank/Halterman. Passed unanimously.
- V. Reports
 - a.) Santa Cruz County Mobile/Manufactured Home Association Report (John Mulhern):
Halterman will determine whether this report should remain on the agenda.

b.) Commissioner Reports

1.) Halterman (5th District):

- a.) The deadline for the GSMOL Board open election is March 16th.
- b.) The Sunnyvale City Council voted to approve closure of a mobilehome park, which may have implications for County mobilehome parks.

2.) Brocklebank (1st District):

- a.) Expressed appreciation for including a headcount of persons attending Commission meetings within the minutes.
- b.) Reported that she has met with residents of seven different mobile home parks regarding housekeeping items, mobile home park board meetings, changing by-laws, and negotiations with management.
- c.) Alimur Park and Evans Management have settled.

3.) Allenbaugh (3rd District):

- a.) An electronic gate has been installed at De Anza Mobile Home Park.

4.) Cleveland (2nd District):

- a.) Requested removal of "Commission meeting in Watsonville" from future agendas because there has been no contact by the 4th District Commissioner, del Franco, for months.
- b.) Brocklebank will reach out to Supervisors regarding del Franco's multiple consecutive absences.
- c.) Reported that he is coordinating with staff to publicize meeting announcements in local news publications.

c.) Legislative Report

- 1.) AB 1269 (the Mobilehome Residents and Senior Protection Act) is still under negotiation. The Senate Select Committee on Mobile Homes is publishing information.

d.) County Counsel Report

- 1.) The Pinto Lakes lawsuit against the County was dismissed in February and the order for entry of judgment was signed. The deadline to appeal to the 6th District Court of Appeals is March 14th.

e.) County Supervisor Report: No report.

f.) Staff Report

- 1.) Provided an update on the Commissions Coordinator recruitment, the Alimur Park/Evans Management settlement, and the Pine Knoll Mobile Manor general rent adjustment petition. A prehearing settlement conference has been set for March 20th from 1:00-5:00PM in Personnel's Large Conference Room, and the hearing has been scheduled for April 2nd from 1:00-5:00 PM in the Board Chambers.

g.) Correspondence/ Communications: None.

V. Adjournment at 10:57 am

Submitted: Britt Harmssen, EEO Officer

MOBILE AND MANUFACTURED HOME COMMISSION MEETING AGENDA

**Simpkins Family Swim Center
979 17th Avenue, Santa Cruz, CA 95062**

Thursday, May 17, 2018 9:30 AM

As a courtesy to those persons affected, please attend the meeting smoke and scent free.

- I. Call to Order/Roll Call/Agenda Review**
- II. Approval of January and March Meeting Minutes**
- III. Community Input**
- IV. Discussion regarding Monitoring Performance under Current Legal Services Contract and Potential Alternative Options for Representation**
- V. Business/Action Items**
 - a. Election of Officers
- VI. Reports**
 - a. Santa Cruz County Mobile/Manufactured Homeowner Association
 - b. Commissioner Reports
 - c. Legislative Report
 - d. County Counsel Report
 - e. County Supervisor Report
 - f. Staff Report
 - g. Correspondence/Communications
- VII. Adjournment**

The next Mobile and Manufactured Home Commission meeting is currently scheduled for July 19, 2018 at the Simpkins Family Swim Center (979 17th Avenue, Santa Cruz, CA 95062).

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MOBILE AND MANUFACTURED HOME COMMISSION MEETING MINUTES

DATE: May 17, 2018
LOCATION: Simpkins Swim Center, 979 17th Avenue, Santa Cruz, CA 95062
PRESENT: Henry Cleveland (2nd District), Rick Halterman (5th District), Jean Brocklebank (1st District), Carol Lerno (Golden State Manufactured Homeowner's League), Charlene Garza (Western Manufactured Home Association)
EXCUSED: David Allenbaugh (3rd District)
ABSENT: Briana Del Franco (4th District)
STAFF: Sharon Carey-Stronck (County Counsel), Britt Harmssen (EEO Officer)
GUESTS: 1

- I. Call to Order/ Roll Call/ Agenda Review
- II. Approval of Minutes
 - a.) Meeting was convened at 9:30 am
 - b.) Approve January 18, 2018 meeting minutes with an amendment County Counsel's response under III.e.3
Motion/Second: Brocklebank/Lerno.
Ayes: Brocklebank, Halterman, Lerno, Garza.
Abstain: Cleveland.
Motion passed.
 - c.) Approve March 15, 2018 meeting minutes with amendment to Brocklebank's report under 5b. Commission reports.
Motion/Second: Halterman/Brocklebank.
Ayes: Halterman, Brocklebank, Cleveland.
Abstain: Garza, Lerno.
Motion failed for lack of quorum of Commissioners who attended the March meeting.
To be added to next meeting's agenda with approval of this meeting's minutes.
- III. Community Input
None.
- IV. Discussion regarding Monitoring Performance under Current Legal Services Contract and Potential Alternative Options for Representation
Tabled until County Counsel is in attendance.
- V. Business/Action Items
 - a.) Election of Officers.
Cleveland nominated for Chair. Motion/Second: Lerno/Halterman.
Ayes: Lerno, Halterman, Garza, Cleveland.
Nays: Brocklebank.
Motion passed.
Brocklebank nominated for Vice-Chair. Motion/Second: Lerno/Halterman.
Passed unanimously.
- VI. Reports
 - a.) Santa Cruz County Mobile/Manufactured Home Association Report (John Mulhern):
This report will remain on the agenda, although participation from Mulhern may be

limited due to schedule demands.

b.) Commissioner Reports

1.) Halterman (5th District):

a.) The City of Sunnyvale approved a mobilehome park closure which is currently under challenge by residents through litigation. Rebuttal briefs have been submitted, and a decision should follow early next week.

2.) Garza (Golden State Manufactured Homeowner's League):

a.) Mobilehome park owners continue to work with PG&E through its Mobilehome Park Utility Upgrade Program to remove outdated legacy systems and improve energy systems. Alimur Park is bringing up the end of the scheduled improvements in Santa Cruz County. The Alimur Park HOA paid to relocate transformers after negotiations.

3.) Brocklebank (1st District):

a.) Received an inquiry from the manager of Bell Harbor regarding the City of Santa Cruz's rent control ordinance ballot initiative, which they mistakenly believed applied to them. Brocklebank explained that the Santa Cruz Rent Control Ordinance does not apply to the unincorporated areas.

b.) Reported that she provided information about park rules and the Mobilehome Residency Law to residents of the Mercy Housing Project across from Soquel Gardens and Alimur Park.

c.) Reported attending the Pine Knoll Mobile Manor prehearing settlement conference on March 20th and advised the Commission that the Hearing Officer had found in favor of the park owner in concluding that the residents' challenge of specific capital improvements was untimely.

d.) Reported that ownership of Shangri-La on 38th is changing, and the park has been listed for sale. Residents have expressed concern as to whether rent control will apply.

e.) Advised of an active dispute between the daughter of a deceased resident of Soquel Gardens Mobilehome Park and the park owner related to the sale of the deceased resident's home. Senior Legal Services is sending a letter to the park owner advising them of the resident's rights.

4.) Lerno (Golden State Manufactured Homeowner's League):

a.) Reported that Title 25 of the California Department of Housing and Community Development (HCD) supersedes local ordinances in terms of regulations and oversight and requires permits to make certain improvements to mobilehome properties. Lerno will reach out to HCD regarding attending and presenting at a future Commission meeting. Garza will assist with facilitating.

5.) Cleveland (2nd District):

a.) County Counsel advised that an appeal has been filed by opposing counsel in the Pinto Lake litigation, and new counsel has been retained by the appellants.

b.) Reported that the City of Santa Cruz Rent Control Ordinance ballot initiative does not include mobilehome parks. A similar initiative was easily defeated in the past.

c.) Legislative Report

1.) AB 1269 (the Mobilehome Residents and Senior Protection Act) is still under

negotiation. The deadline for a response from Governor Brown is the end of May.

d.) County Counsel Report

- 1.) Carey-Stronck addressed Item IV of the Agenda in her report, advising that a contract has been sent to California Rural Legal Assistance (CRLA) to provide legal services to residents in rent adjustment disputes as an additional option to the existing contract with Senior Legal Services. Clients of CRLA must meet established income criteria for eligibility; however, certain exemptions (e.g., medical expenses, cost of living) can be applied to fit within eligibility standards. Other representation options were explored but were not feasible due to significant start-up costs.
- 2.) There currently is not a mechanism in place to monitor or evaluate performance under the contract. Options may include attaching a customer satisfaction survey with legal services referrals or following up with referred parties to solicit their feedback.

e.) County Supervisor Report: No report.

f.) Staff Report

- 1.) Provided an update on the Pine Knoll Mobile Manor general rent adjustment petition. After a prehearing settlement conference, the Hearing Officer found in favor of the park owner in concluding that the petition was untimely. The resident's attorney has filed a motion for reconsideration.
- 2.) Reported that the Commission's recommendation to raise the annual space fee has been submitted with other changes to the Unified Fee Schedule for the Board's approval in June.

g.) Correspondence/ Communications: None.

V. Adjournment at 10:56 am

Submitted: Britt Harmssen, EEO Officer

MOBILE AND MANUFACTURED HOME COMMISSION MEETING AGENDA

**Simpkins Family Swim Center
979 17th Avenue, Santa Cruz, CA 95062**

Thursday, July 19, 2018 9:30 AM

As a courtesy to those persons affected, please attend the meeting smoke and scent free.

- I. Call to Order/Roll Call/Agenda Review**
- II. Approval of March and May Meeting Minutes**
- III. Community Input**
- IV. Business/Action Items**
 - a. 2018 CPI Calculation/2019 Rent Adjustment Letter
 - b. Space Fee Review
 - c. Fair Return Review
- V. Reports**
 - a. Santa Cruz County Mobile/Manufactured Homeowner Association
 - b. Commissioner Reports
 - c. Legislative Report
 - d. County Counsel Report
 - e. County Supervisor Report
 - f. Staff Report
 - g. Correspondence/Communications
- VI. Adjournment**

The next Mobile and Manufactured Home Commission meeting is currently scheduled for **September 20, 2018** at the Simpkins Family Swim Center (979 17th Avenue, Santa Cruz, CA 95062).

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DATE: July 19, 2018
LOCATION: Simpkins Swim Center, 979 17th Avenue, Santa Cruz, CA 95062
PRESENT: Jean Brocklebank (1st District), Henry Cleveland (2nd District), David Allenbaugh (3rd District) Rick Halterman (5th District)
EXCUSED: Carol Lerno (Golden State Manufactured Homeowner's League)
Charlene Garza (Western Manufactured Home Association)
ABSENT: None
STAFF: Sharon Carey-Stronck (County Counsel), Britt Harmssen (EEO Officer), Kaite McGrew (Commissions Coordinator)
GUESTS: 3

I. Call to Order/ Roll Call/ Agenda Review

II. Approval of Minutes

- a.) Meeting was convened at 9:30 am
- b.) Approve March 15, 2018 meeting minutes as written
Motion/Second: Halterman/Cleveland
Ayes: Brocklebank, Allenbaugh, Halterman, Cleveland
Motion passed unanimously.
- c.) Approve May 17, 2018 meeting minutes as written
Lack of quorum of Commissioners who attended the May meeting. Item to be added to next meeting's agenda.

III. Community Input

None.

IV. Business/Action Items

- a.) 2018 CPI Calculations/2019 Rent Adjustment Letter
Commission reviewed for information only.
- b.) Space Fee Review
Harmssen reported that Board of Supervisors approved an increase of the space fee through the unified fee schedule. An increase from \$26 to \$38 became effective July 1, 2018 with notice given in January 2019.
- c.) Fair Return Review
Commission discussed factors in support of the prevailing Fair Rate of Return. Staff will research the percentage of capital improvement costs passed through to tenants and follow up next meeting. Brocklebank to provide copy of rental statement to County staff. Recommend to maintain existing rate of return at 12%.
Motion/Second: Brocklebank/Allenbaugh
Ayes: Halterman/Cleveland, Brocklebank, Allenbaugh
Motion passed unanimously.

V. Reports

- a.) Santa Cruz County Mobile/Manufactured Home Association Report (John Mulhern):
Mulhern requests that this item be removed from agenda at subsequent meetings due to time constraints.

b.) Commissioner Reports

1.) Halterman (5th District):

- i. Sunnyside mobile home park closure is being challenged by residents through litigation. Decision still pending.
- ii. The Mobile Home Park Resident Ownership Proposition (MPROP) fund has more than \$40 million to loan to applicants who meet their criteria. The fund will loan approved residents the money to purchase their park. Allenbaugh and Cleveland discussed requirements to exercise the right of first refusal requirements for tenants who wish to purchase their parks. Per the State Mobile Home Residency Laws FAQ, park management must give the governing board of the park's HOA a 30-day written notice of the park owner's intention to offer or list a park for sale.

2.) Allenbaugh (3rd District):

- i. Allenbaugh reported meeting with residents of Clearview MHP who object to a proposed condominium complex adjacent to the park. Commission will be kept informed but has no jurisdiction in the matter at this time.
- ii. Negotiations between UCSC and De Anza MHP have resulted in a mutually agreed upon resolution.

3.) Brocklebank (1st District):

- i. Brocklebank reported that Supervisor Leopold will meet with Soquel Gardens MHP residents to discuss a variety of ongoing issues which may require an interdepartmental County response. Carey-Stronck requested a comprehensive map of all mobile home parks in the County. Brocklebank will follow up.

4.) Cleveland (2nd District):

- i. Cleveland attended the Golden State Manufactured-home Owners League (GSMOL) Regional Conference. Commission discussed the importance of ensuring the registration of mobile homes is current. Brocklebank expressed an interest in attending similar events in future.

c.) Legislative Report

- 1.) Halterman reported on AB 3066, a new bill replacing AB 1269, which was recently vetoed by Governor Brown. If passed, AB 3066 will cost mobile home residents \$10 per year to fund a Mobile Home Dispute Resolution Fund. The fund will be administered by the HCD and is to be used exclusively to enforce the State Mobile Home Residency Law. If passed, the program would go into effect January 2019, with funds becoming available in January 2020. When the five-year program sunsets in 2024, HCD will evaluate the success of the program with an eye to potential renewal if it is proven effective.

d.) County Counsel Report

- 1.) Carey-Stronck reported that County has received Pinto Lake appeal records. Appellants' opening brief is due August 15, the receipt of which will start a 30-day deadline for County response. Appellants have retained a new attorney: James Patrick Ballentine, Esq. of Santa Barbara. The case number is H045757.
- 2.) County finalized an alternate contract with California Rural Legal Assistance (CRLA) for provision of legal representation in rent control issues. Provision of

services is contingent upon potential clients meeting both legal residency and income criteria.

- 3.) The County has renewed its contract with Senior Legal Services. Commission discussed changes to the referral process with the addition of another provider. County staff will determine a revised referral process if necessary and report back when available.
- 4.) Brocklebank requested that the Commission address the issue of monitoring and evaluating the provision of legal services. Issue will be added to the next agenda.
- 5.) Commission discussed access to information about legal expenses associated with Pinto Lake to date. County staff to follow up with figures if available.
- 6.) Will Constantine, Esq. to assist Creighton Mendevil with cases as needed.

e.) County Supervisor Report
No report.

f.) Staff Report
1.) Introduction of Kaite McGrew, new Commissions Coordinator.

g.) Correspondence/ Communications
1.) Staff distributed Hearing Officer's decisions in the Pine Knoll Mobile Manor General Rent Adjustment Petition matter to commissioners. The matter was initially dismissed for lack of timeliness. Pine Knoll residents submitted a request for reconsideration which was also denied on May 7, 2018.

VII. Adjournment at 10:40 am

Submitted: Kaite McGrew, Commissions Coordinator

MOBILE AND MANUFACTURED HOME COMMISSION MEETING AGENDA

Simpkins Family Swim Center

979 17th Avenue, Santa Cruz, CA 95062

Thursday, September 20, 2018 9:30 AM

As a courtesy to those persons affected, please attend the meeting smoke and scent free.

- I. Call to Order/Roll Call/Agenda Review**
- II. Approval of May and July Meeting Minutes**
- III. Community Input**
- IV. Business/Action Items**
 - a. Legal Services Referral Update
 - b. Clarification of Chapter 13.34 -Temporary Rentals of Mobile Homes
 - c. Approve *Proclamation Declaring Assemblymember Mark Stone Legislator of the Year*
- V. Reports**
 - a. Commissioner Reports
 - b. Legislative Report
 - c. County Counsel Report
 - d. County Supervisor Report
 - e. Staff Report
 - f. Correspondence/Communications
- VI. Adjournment**

The next Mobile and Manufactured Home Commission meeting is: **9:30 AM November 15, 2018** at the Simpkins Family Swim Center (979 17th Avenue, Santa Cruz, CA 95062).

Mobile Home 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 oral communications on items not on the agenda which are within the subject matter jurisdiction of the Commission at the end of each regular meeting agenda. The Chairperson of the Commission may establish reasonable limits on the amount of time allotted to each speaker on a particular item, and the Commission may establish reasonable limits on the total amount of time allotted for public testimony on a particular item or the total amount of time allotted for community oral communications. When further discussion is required, the Commission may vote to allot time in the agenda of the following meeting. For further information, please contact the Commission office at 831-454-2772 (TDD: 711), or go online to the Mobile Home 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 to participate in the meeting, please contact the Personnel Department at least 72 hours in advance of the meeting to make arrangements at 831-454-2772 or TDD 711 (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.



Santa Cruz County Mobile and Manufactured Home Commission

701 Ocean Street, Fifth Floor, Room 510
Santa Cruz, CA 95060
(831) 454-2772 Fax (831) 454-2411 TTY/TDD: 711
commissions@santacruzcounty.us

MOBILE AND MANUFACTURED HOME COMMISSION MEETING MINUTES

DATE: September 20, 2018
LOCATION: Simpkins Swim Center, 979 17th Avenue, Santa Cruz, CA 95062
PRESENT: Jean Brocklebank (1st District), Henry Cleveland (2nd District),
Rick Halterman (5th District), Charlene Garza (*Western Manufactured Housing Communities Association*)
EXCUSED: David Allenbaugh (3rd District), Carol Lerno (*Golden State Manufactured Homeowner's League*)
ABSENT: None
STAFF: Sharon Carey-Stronck (*County Counsel*), Angela Chestnut (*Analyst to Supervisor Leopold*),
Britt Harmssen (*EEO Officer*), Kaite McGrew (*Commissions Coordinator*)
GUESTS: 7

Meeting Convened at 9:30 AM

I. Call to Order/ Roll Call/ Agenda Review

II. Approval of Minutes

- a.) Approve May 17, 2018 Meeting Minutes as written
Motion/Second: Cleveland/Halterman
Motion passed unanimously.
- b.) Approve July 19, 2018 Meeting Minutes as written
Motion/Second: Cleveland/Halterman
Ayes: Brocklebank, Halterman, Cleveland
Abstentions: Garza
Motion passed.

III. Community Input

Community member inquired about the potential impact of the Costa-Hawkins ballot initiative on mobile home owners.

IV. New Business/Action Items

- a.) Legal Services Referral Update
The California Rural Legal Assistance (CRLA) contract was signed, and the County referral form has been updated to allow for multiple providers. A process has been developed by Staff to solicit feedback on contracted legal services.

b.) Clarification of Chapter 13.34 – Temporary Rentals of Mobile Homes

Commission discussed whether State law would preempt County Code regarding temporary rental of mobile homes. County Counsel will review the matter. Item was tabled to the November 15th meeting agenda.

c.) Approve Proclamation Declaring Assemblymember Mark Stone Legislator of the Year

Staff will add signature line for Brocklebank and request that County Public Relations Staff publicize final document.

Motion/Second: Cleveland/Brocklebank

Ayes: Cleveland, Brocklebank, Halterman

Nays: Garza

Motion passed as amended.

V. Reports

a.) Commissioner Reports

1.) Halterman (*5th District*):

- i. Sunnyvale Mobile Home Park closure was approved but may be appealed by residents.
- ii. No new information on the Mobilehome Park Resident Ownership Proposition (MPROP) fund is anticipated until January.

2.) Garza (*Western Manufactured Housing Communities Association*):

- i. Garza reported that the Frank J. Evans Charitable Foundation awarded \$70K in 2018 college scholarships to student MHP residents, including one awardee in Santa Cruz from the Ocean Breeze MHP.
- ii. Cleveland praised the Blue Pacific Mobile Home Park (Evans Management) for proactively upgrading water/sewer systems during the PG&E upgrade.

3.) Brocklebank (*1st District*):

- i. Brocklebank reported on several recent inquiries from various MHP residents throughout District 1. Staff will follow up on space fee billing issue for Bell Harbor Mobile Home Park. Soquel Gardens interventions are ongoing. Carriage Acres Trailer Park residents are challenging current water sourcing and associated fees.

4.) Cleveland (*2nd District*):

- i. Cleveland initiated discussion on alternate meeting sites for 2019.
- ii. Cleveland will coordinate with County Staff to link County MHPs Google map to website.
- iii. Cleveland urged mobile homeowners to register their mobile homes.

b.) Legislative Report

- 1.) Halterman reported that AB 3066 passed with a “right-to-cure” amendment allowing park owners 25 days in which to address issues.

c.) County Counsel Report

- 1.) Carey-Stronck reported on the status of the Pinto Lake appeal (Case 17CV01424). Appellants’ opening brief deadline was extended to October 12.

d.) County Supervisor Report

- 1.) Chestnut invited Commission and members of the public to a series of community meetings to help guide the creation and design of the Live Oak Library Annex Project at Simpkins Family Swim Center. The first of three meetings will take place at 6:00 PM on Thursday, September 27th at the Simpkins Swim Center.

e.) Staff Report

- 1.) Staff reported that updates to all Mobile Home Park lists have been submitted for publication on the website.

f.) Correspondence/Communications

- 1.) Commissioners discussed correspondence from Shoreline MHP and Snug Harbor MHP.

VI. Adjournment at 10:50 AM

Submitted: Kaite McGrew, Commissions Coordinator



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Notice of Public Meeting and Agenda

DATE: Thursday, November 15, 2018
TIME: 9:30 AM to 11:00 AM
LOCATION: Simpkins Family Swim Center, 979 17th Avenue, Santa Cruz, CA 95062

*****As a courtesy to those who are affected, kindly attend the meeting **scent-free** and **smoke-free**.*****

Call to Order/Roll Call/Agenda Review

1. Approval of *September 20, 2018 Meeting Minutes*
2. Public Comment:
Any person may address the Commission for a period not to exceed three minutes on an issue within the jurisdiction of the Commission. The Commission will not take action but may choose to follow up at a subsequent meeting.
3. New Business/Action Items
4. Commissioner Reports
5. Legislative Report
6. County Counsel Report
7. County Supervisor Report
8. Staff Report
9. Correspondence/Communications
10. Adjournment

Next Meeting Scheduled for: 9:30 to 11:00 AM on Thursday, January 17, 2019 at the Simpkins Family Swim Center, 979 17th Avenue, Santa Cruz, CA 95062

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MOBILE AND MANUFACTURED HOME COMMISSION MEETING MINUTES

DATE: November 15, 2018
LOCATION: Simpkins Family Swim Center, 979 17th Avenue, Santa Cruz, CA 95062
PRESENT: Jean Brocklebank (*Vice Chair - 1st District*), Henry Cleveland (*Chair - 2nd District*), David Allenbaugh (*3rd District*), Carol Lerno (*Golden State Manufactured Homeowner's League*)
EXCUSED: Rick Halterman (*5th District*), Charlene Garza (*Western Manufactured Housing Communities Association*)
ABSENT: None
STAFF: Ryan Thompson (*County Counsel*), Brooke Miller (*County Counsel*), Britt Harmssen (*EEO Officer*), Kaite McGrew (*Commissions Coordinator*)
GUESTS: 2

Meeting convened at 9:30 AM

1. Call to Order/Roll Call/Agenda Review
2. Approve *September 20, 2018 Meeting Minutes*
Item tabled to next meeting because a majority could not be achieved given the number of abstentions.
3. Public Comment: None
4. New Business/Action Items: None
5. Commissioner Reports
 - 5.1. Golden State Manufactured Homeowner's League (GSMOL) Report
Lerno reported that the GSMOL hopes to increase membership.
 - 5.2. 3rd District Report
Allenbaugh reported that a new security gate in the De Anza MHP has successfully reduced traffic in the park.
 - 5.3. 1st District Report
Brocklebank reported that the issue regarding the sale of a mobile home in Soquel Gardens MHP has been resolved, the home has sold, and the new owner has moved in. Brocklebank and Cleveland observed the Beachcomber MHP Board of Directors election. Brocklebank reported that Carriage Acres management has not yet addressed the water sourcing issue as they've been responding to an emergency situation at a property they manage in Paradise. Brocklebank requested that the Commission consider adding a report from the Central Coast Resident-Owned Parks as standing agenda item in future meetings. Topic was tabled until next meeting.

5.4. 2nd District Report:

Chairs requested that park management data on MHP lists be audited in advance of the January space fee mailing and that online park lists be updated.

6. Legislative Report

Cleveland updated the Commission on SB136 regarding the Mobilehome Park Rehabilitation and Resident Ownership Program (MPRRORP). The Commission reviewed a GSMOL fact sheet on AB3066, and a WMA summary update of current industry legislation. Commission discussed Mobile Home Residency Law (MRLA) jurisdiction as it relates to resident park ownership. Topic tabled to the next meeting.

7. County Counsel Report

Brooke Miller introduced Ryan Thompson who will be representing County Counsel at MMHC meetings going forward. Thompson updated the Commission on the status of the Pinto Lake appeal (Case 17CV01424). County Counsel expects appellants' opening brief within the week and will have thirty days to respond. Miller confirmed that Santa Cruz County is a general law County, which dictates that State regulations will generally take precedence over local ordinances. However, apparent conflicts must be reviewed on a case-by-case basis. Thompson and Miller will report back to the Commission on two issues in which the MRLA appears to be in conflict with County Code (SCCC 13.32 "readiness to serve" and SCCC 13.34 market rate rental of sublet mobile homes).

8. County Supervisor Report: None

9. Staff Report

The Commission reviewed a letter sent to MHP owners notifying them of the space fee increase they will receive in January.

10. Correspondence/Communications

11. Adjournment at 10:14 AM

Submitted: Kaite McGrew, *Commissions Coordinator*