



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
www.sccmmhc.org

Notice of Public Meeting and Agenda

DATE: Thursday, January 16, 2020

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**.*****

1. Call to Order/Roll Call/Agenda Review
2. Approve *November 21, 2019 Meeting Minutes*
3. Public Comment
Any person may address the Commission for a period not to exceed three minutes on matters within the jurisdiction of the Commission. The Commission will not take action but may choose to follow up at a subsequent meeting.
4. 2020 Census Participation - Tory Del Favero, (US Census Bureau)
5. New Business/Action Items
 - 5.1. February 2020 HCD Fee and Tax Waiver Program Event
 - 5.2. Approve MMHC 2018-2019 Biennial Report
6. County Supervisor Report
7. Commissioner Reports
8. Central Coast Resident-Owned Parks Report
9. Legislative Report
10. County Counsel Report
11. Staff Report
12. Correspondence
13. Adjournment

Next Meeting Scheduled for: 9:30 to 11:00 AM on Thursday, March 19, 2020 at the Simpkins Family Swim Center, 979 17th Avenue, Santa Cruz, CA 95062

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 call (831) 454-2772 or TTY/TDD:711 at least 72 hours in advance to make arrangements.



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MOBILE AND MANUFACTURED HOME COMMISSION MEETING MINUTES

DATE: January 16, 2020
LOCATION: Simpkins Family Swim Center, 979 17th Avenue, Santa Cruz, CA 95062
PRESENT: Jean Brocklebank (*Vice Chair - 1st District*), Henry Cleveland (*Chair - 2nd District*), Rick Halterman (*5th District*), Charlene Garza (*WMA*)
EXCUSED: David Allenbaugh (*3rd District*), Carol Lerno (*GSMOL*)
STAFF: Ryan Thompson (*County Counsel*), Angela Chesnut (*1st District Analyst*), Mitsuno Baurmeister (*EEO Officer*), Kaite McGrew (*Commissions Coordinator*),
GUESTS: Tory Del Favero (*US Census Bureau*) and 3 Community Members

1. Call to Order/Roll Call/Agenda Review
Meeting was convened at 9:30 AM.
2. **Approve November 21, 2019 Meeting Minutes**
Minutes amended to clarify language regarding Murphy Bank.
Motion to approve minutes as amended.
Motion/Second: Brocklebank/Halterman
Motion passed unanimously.
3. Public Comment: None
4. 2020 Census Community Outreach
Tory Del Favero (*Census Bureau Partnership Specialist*) reported on the confidentiality of the census process and the importance of having a complete and accurate count. Commission discussed safety concerns for senior parks, and options for the Commission to help promote census participation in the mobile and manufactured home community.
5. New Business/Action Items
 - 5.1. February 2020 HCD Fee and Tax Waiver Program Event
Commission discussed the February 8-hour HCD mobile office event where HCD staff will be available to assist mobile home owners to registering their mobile homes.
Motion to endorse and promote the HCD Mobile Office event
Motion/Second: Brocklebank/Garza
Motion passed unanimously.
 - 5.2. Approve MMHC 2018-2019 Biennial Report
Commission reviewed the 2018-2019 Biennial Report, including Commission goals and recommendations to the Board of Supervisors. The report will be available on the website.
Motion to approve the MMHC 2018-2019 Biennial Report.
Motion/Second: Brocklebank/Halterman
Motion passed unanimously.
6. County Supervisor Report
Chesnut reported that SCCC 13.31 Mobile Home Park Closure Ordinance was adopted by the Board of Supervisors on January 14, 2020 and invited Commissioners to attend the grand opening on LEO's Haven accessible playground. Assemblymember Mark Stone and disability rights advocate, Haben Girma will be speaking. Commission discussed the 18-month vacancy in

District 4 and possible recruitment efforts to fill the seat. Chesnut reported that Supervisor Leopold wrote a letter of support to the Public Utilities Commission in support of Cruzio's application for the California Advanced Services Fund Infrastructure Grant to advance the Equal Access Santa Cruz (EASC) project. The project would bring broadband to 263 households in seven MHPs in Soquel and Live Oak.

7. Commissioner Reports

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

Garza reported that she, Thompson, Creighton Mendivil, and Greg Evans, of Evans Management, met to review and discuss SCCC 13.32's provisions for a fair rate of return on capital improvements. The new, more favorable, open communications between the residents and park owners in the mobile and manufactured home community have been precipitated, in part, by Commission activities. Garza will share related decisions in two fair rate of return cases (Silver Lake and Carriage Acres) with the Commission.

7.2. 1st District Report

Brocklebank reported that residents of Soquel Gardens are now receiving itemized utility bills, however, they are no longer receiving a monthly statement for their space rent. Garza will share the portion of the MRLA that concerns monthly statements with the Commission. Brocklebank reported that park owners have not appealed the Hearing Officer's decision in the Pleasure Point Mobile Manor petition and continue to bill the rent increase to park residents.

7.3. 2nd District Report

Cleveland suggested that this year's *Jan Beautz Award* be presented by last year's recipient, Mardi Brick. Cleveland announced that PG&E has refunded \$100 per space to parks with master meters to offset Public Safety Power Shutoffs (PSPS). Residents of parks with master meters are encouraged to request their refund from park management. Cleveland will bring hard copies of the 2020 Mobile Home Residency Law (MRLA) to the March meeting for Commissioners.

7.4. 5th District Report: No Report

7.5. 3rd District Report: No Report

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

8. Central Coast Resident-Owned Parks Report

Cleveland reported a speaker from County Public Works will be speaking on waste management solutions at their February meeting. HCD issues permits for solar paneling on mobile and manufactured homes provided the roof meets certain load-bearing specifications not usually found in moderate climates where structures do not have to withstand snowfall. Therefore, solar paneling on manufactured homes is permitted on a case-by-case basis. On a related note, Garza indicated that the HCD is working on specifications for generators in response to recent PSPS events.

9. Legislative Report

Halterman reported on the following bills of interest to the mobile home community:

- Several pieces of legislation impacting mobile and manufactured home owners are in process with deadlines approaching. More information should be available by March.
- *SB-50 "MORE Homes Act"*: Consideration of the two-year zoning bill was postponed but is expected to pass from the Senate into the Assembly. Halterman will continue to monitor the bill.
- *AB-3066* implementation planning of continues. Policies are now expected to be available for review on the website in April or May.

10. County Counsel Report:

Thompson reported on the following legal queries:

- *Pinto Lakes Update*: The Courts granted Senior Citizens Legal Services' amicus brief, giving Pinto Lakes thirty days to respond.
- *Fair Rate of Return on Capital Improvements*: Thompson outlined the substance of his earlier meeting with Mendivil, Garza and Evans, including the potential for differing interpretations of how fair rate of return should be calculated. Cleveland would like clarification by the May meeting. Staff indicated that there is a petition hearing on this issue scheduled for March, which should have a decision by April, in all likelihood providing a firm interpretation by the Hearing Officer.
- *Further Clarification of Fair Rate of Return Calculations*: Further clarifying this topic from the November 21, 2019 meeting, Thompson outlined the substance of his recent meeting with Mendivil, Garza and Evans. Upon further review, Thompson opined that County Code, as currently written, allows for potentially differing interpretations of how fair rate of return should be calculated. A petition hearing on this issue is scheduled for March 2nd. Given the potential for differing interpretations, Thompson indicated that the decision from a Hearing Officer may help provide further guidance and clarity on this issue.
- *Deadlines to appeal Capital Improvement pass-throughs*: Thompson reported that residents have forty-five (45) days from the first time the charge appears on their statement to file a petition challenging capital improvement pass-throughs.

11. Staff Report

Commission welcomed Mitsuno Baurmeister, County EEO Officer.

Staff reported on the following items:

- The Space Fee Fund Detail: Staff compiled a rough outline of space fee fund expenditures by year for the last four years. Because of invoicing and accounting delays, standard reports do not reflect actual expenditures by year. Cleveland would like the Commission to receive detailed reports on a regular basis if possible. Staff will work with County accounting personnel to address process barriers and update the Commission on progress in March.
- Space Fee statements were mailed on January 2, 2020 and 7% of space fees have been received.
- The deadline for residents of Old Mill Mobile Home Park to file a general rent increase petition has passed with no petition being filed.
- Residents of Shoreline Mobile Home Park filed a general rent increase petition on January 6, 2020 regarding fair rate of return calculations for capital improvements. A hearing officer has been appointed (John McSpadden) and a hearing date has been set for March 2, 2020.
- A resident from Pine Knoll was referred to CRLA for issues regarding capital improvement pass-throughs and fair rate of return calculation for capital improvements.

12. Correspondence: None

13. Adjournment

Meeting was adjourned at 10:53 AM.

Submitted by: Kaite McGrew, *Commissions Coordinator*



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Notice of Public Meeting Cancelation

**THE SANTA CRUZ COUNTY
MOBILE AND MANUFACTURED HOME COMMISSION
REGULAR MEETING SCHEDULED FOR:
MARCH 19, 2020
HAS BEEN CANCELED FOR
HEALTH AND SAFETY REASONS.**

THE NEXT REGULARLY SCHEDULED MEETING IS:

**Date: Thursday, May 21, 2020
Time: 9:30 – 11:00 AM
Location: Simpkins Swim Center
979 17th Avenue
Santa Cruz, CA 95062**



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Notice of Public Meeting Cancelation

**THE SANTA CRUZ COUNTY
MOBILE AND MANUFACTURED HOME COMMISSION
SPECIAL MEETING SCHEDULED FOR:
APRIL 2, 2020
HAS BEEN CANCELED**

THE NEXT REGULARLY SCHEDULED MEETING IS:

Date: Thursday, May 21, 2020
Time: 9:30 – 11:00 AM
Location: Simpkins Swim Center
979 17th Avenue
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Notice of Public Meeting and Agenda

DATE: Thursday, May 21, 2020
TIME: 9:30 AM to 11:00 AM

IN RESPONSE TO THE COVID-19 PUBLIC HEALTH EMERGENCY AND PURSUANT TO THE PROVISIONS OF THE GOVERNOR'S EXECUTIVE ORDER N-29-20 ISSUED MARCH 17, 2020, **THIS WILL BE A REMOTE MEETING WITH NO PHYSICAL LOCATION AVAILABLE, BUT ACCESS AND AN OPPORTUNITY TO COMMENT WILL BE PROVIDED. PLEASE DIAL-IN TO THE TELECONFERENCE WITHIN TEN MINUTES OF THE MEETING START TIME.**

TELECONFERENCE INFORMATION

Phone: [\(571\) 317-3129](tel:5713173129)
Toll Free: [\(877\) 309 2073](tel:8773092073)
Access Code: 398-418-773

1. Call to Order/Roll Call/Agenda Review
2. Approve *January 16, 2020 Meeting Minutes*
3. Public Comment
Any person may address the Commission for a period not to exceed three minutes on matters within the jurisdiction of the Commission. The Commission will not take action but may choose to follow up at a subsequent meeting. Please review the attached instructions regarding public comment participation.
4. New Business/Action Items
 - 4.1. Election of Officers
 - 4.2. Review Pending Legislation and Consider Authorizing Letter of Support
 - 4.2.1. SB-915 Mobilehome Parks: emergency relief: coronavirus (COVID-19)
 - 4.2.2. SB-999 Local Rent Stabilization: mobile homes
 - 4.3. Consider Commission Bylaws Regarding Special Meetings
 - 4.4. Commission Pandemic Response
5. County Supervisor Report
6. Commissioner Reports
7. Central Coast Resident-Owned Parks Report
8. Legislative Report
9. County Counsel Report
10. Staff Report
11. Correspondence
12. Adjournment

Next Meeting Scheduled for: 9:30 to 11:00 AM on Thursday, July 16, 2020

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Public Comment

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2. Make Your Public Comment via Telephone During the Meeting

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If you will be commenting on something not listed on the agenda:

Please email your request to commissions@santacruzcounty.us including the following information:

- Your name
- The telephone number you will be using to call in
- Indicate that you would like to speak during the public comment segment of the meeting.

During the public comments segment of the meeting, community members who requested to speak on topics not included on the agenda will be invited by name to speak to the Commission for a period not to exceed three minutes. Your line will be unmuted during your three minutes.

If you will be commenting on something listed on the agenda

Please email your request to commissions@santacruzcounty.us including the following information:

- Your name
- The telephone number you will be using to call in
- Indicate the agenda item you would like to comment on

Community members who have requested to comment on specific agenda items will be invited by name to speak after Commission discussion on each topic. Your line will be unmuted during your comment for a period not to exceed three minutes.



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MOBILE AND MANUFACTURED HOME COMMISSION MEETING MINUTES

DATE: May 21, 2020
LOCATION: Meeting held remotely
PRESENT: Jean Brocklebank (*Vice Chair - 1st District*), Henry Cleveland (*Chair - 2nd District*), David Allenbaugh (*3rd District*), Rick Halterman (*5th District*), Carol Lerno (*GSMOL*), Charlene Garza (*WMA*)
EXCUSED: None
STAFF: Ryan Thompson (*County Counsel*), Angela Chesnut (*1st District Analyst*), Kaite McGrew (*Commissions Coordinator*), Supervisor John Leopold (*1st District Supervisor*)
GUESTS: 1 Community Member

1. Call to Order/Roll Call/Agenda Review

Meeting was convened at 9:32 AM.

2. **Approve *January 16, 2020 Meeting Minutes***

Motion/Second: Brocklebank/Allenbaugh

Motion passed unanimously.

3. Public Comment: None

4. New Business/Action Items

4.1. Election of Officers

Allenbaugh nominated Brocklebank for Chair.

Aye: Brocklebank, Allenbaugh

Nay: Cleveland, Halterman, Lerno, and Garza

Halterman nominated Cleveland for Chair.

Aye: Cleveland, Halterman, Lerno, and Garza

Abstain: Brocklebank, Allenbaugh

Cleveland is elected Commission Chair.

Allenbaugh nominated Brocklebank for Vice Chair

Brocklebank is elected Commission Vice Chair unanimously

4.2. Review Pending Legislation and Consider Authorizing Letters of Support

Commission reviewed Senate Bill 915 to provide emergency relief to mobile home owners during the pandemic.

Motion to authorize letter of support for SB-915.

Motion/Second: Brocklebank/Halterman

Ayes: Brocklebank, Cleveland, Allenbaugh, Halterman, Lerno

Nays: Garza

Motion passed.

Commission reviewed Senate Bill 999 removing the long-term lease exemption for mobile and manufactured home space rent control in the Mobilehome Rental Law (MRL).

Motion to authorize letter of support for SB-999.

Motion/Second: Brocklebank/Halterman

Ayes: Brocklebank, Cleveland, Allenbaugh, Halterman, Lerno

Nays: Garza

Motion passed.

4.3. Consider Commission Bylaws Revisions

Motion to revise Commission bylaws to allow for the Chair and one other Commissioner to call a special meeting at any time.

Motion/Second: Brocklebank/Garza

Motion passed unanimously.

4.4. Commission Pandemic Response

Commission discussed resident requests for rent reductions in parks with communal amenities that have been closed by the County because of the pandemic. Currently there are no clear local or state guidelines provided for reopening such communal amenities specifically in mobile home parks.

5. County Supervisor Report

Supervisor Leopold reported that the County is working towards attestation of readiness for Expanded Stage 2 of the reopening plan by: building testing capacity (12 testing centers), training additional contact tracing staff, and increasing shelter for unsheltered residents. Beach restrictions are expected to stay in place at least until Stage 3. A combination of reduced sales and transient occupancy taxes paid, increased pandemic-related expenses and the reduction of anticipated State funds will require that the County implement budget cuts.

6. Commissioner Reports

6.1. 1st District Report

Brocklebank reported that she communicated with residents from five MHPs in District 1.

6.2. 2nd District Report: No Report

6.3. 5th District Report:

Halterman reported that beginning July 1, 2020, any mobilehome/manufactured homeowner living in a mobilehome park under a rental agreement may submit a complaint to the HCD for an alleged violation of the Mobilehome Residency Law under the MRLA Protection Program. They anticipate that 60% of complaints submitted will be referred for legal consultation.

6.4. 3rd District Report:

Allenbaugh reported that several residents were able to participate in the Great Plates program.

6.5. Golden State Manufactured Homeowner's League (GSMOL) Report:

Lerno reported that there have been concerns regarding health and safety guidance in mobilehome parks, as well as from realtors trying to sell mobile homes safely.

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

Garza expressed concern about two petitions overturned by their respective Hearing Officers in 2019 and questioned whether they should have been referred to legal services. Staff confirmed that they do not make legal determinations on petitions before forwarding them to legal services. If the issue falls within the jurisdiction of the ordinance, a resident is entitled to legal consultation whether or not they are ultimately advised to file a petition.

7. Central Coast Resident-Owned Parks Report

Cleveland reported that the May meeting focused on pandemic-related topics.

8. Legislative Report

Halterman reported on the following bills of interest to the mobile home community:

- **SB-1117: Master meter customer: electrical or gas services:** Senator Monning introduced amendments to this bill that would ensure existing consumer protections relative to electrical service provided via master-meter are explicit for tenants of MHPs regardless of whether electrical generation is provided by an entity other than an electrical corporation. It passed out of Committee on a unanimous vote and is on its way to the floor.
- **AB-2690: Mobilehome parks: local ordinances:** The bill removes the new construction rent control exemption in areas that have rent control ordinances. It passed out of Committee on May 20th and is on the way to the floor. If passed, the bill would place new mobile home parks and expansions of existing mobile home parks under the jurisdiction of local rent control ordinances.
- **AB-2782: Mobilehome parks: change of use:** Mark Stone introduced a bill that proposes to clarify and strengthen existing protections for MHP residents when a park owner seeks to close, convert, or change the use of a park by extending the timeline for noticing park residents of an appearance before a local government to consider a park closure and requiring a city or county to ensure that any change of use to a park does not lead to a loss of affordable housing for low or moderate income households. The bill passed out of Committee with a 6-2 vote on its way to the floor.

9. County Counsel Report:

Thompson reported on the following legal queries:

- **Pinto Lakes Update:** Oral arguments were conducted telephonically on April 28th. There is no information on the decision as of yet.
- **Suspension of SCCC Chapter 13.32 Petition Hearing Process** until the state of emergency has been lifted to allow residents to postpone filing petitions until it is safe to collect signatures and conduct hearings. To date only one case has been impacted.
- **Clarification of Fair Rate of Return Calculations:** Thompson reported that he reviewed historical documentation related to the authors' intention regarding a just and reasonable rate of return and confirmed that the ordinance remains unclear. A decision by a hearing officer could help to clarify. Garza will forward any related information she discovers.

10. Staff Report

Staff reported that the Board adopted the following resolutions on April 14th:

- A resolution in support of AB-2783 regarding park change of use; and
- a resolution suspending the SCCC Chapter 13.32 petition hearing process.

11. Correspondence: None

12. Adjournment

Meeting was adjourned at 10:43 AM.

Submitted by: Kaite McGrew, *Commissions Coordinator*



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Phone: [\(646\) 749-3117](tel:(646)749-3117)

Toll Free: [\(866\) 899-4679](tel:(866)899-4679)

Access Code: 735-893-885

1. Call to Order/Roll Call/Agenda Review
2. Approve May 21, 2020 Meeting Minutes
3. Public Comment
Any person may address the Commission for a period not to exceed three minutes on matters within the jurisdiction of the Commission. The Commission will not take action but may choose to follow up at a subsequent meeting. Please review the attached instructions regarding public comment participation.
4. New Business/Action Items
 - 4.1. Reasonable Rate of Return on Capital Improvements Recommendation
 - 4.2. CPI Adjustment Letters
 - 4.3. Space Fee Recommendation
 - 4.4. HCD Mobilehome Residency Law Protection Program Implementation
5. County Supervisor Report
6. Commissioner Reports
7. Central Coast Resident-Owned Parks Report
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Next Meeting Scheduled for: 9:30 to 11:00 AM on Thursday, September 17, 2020

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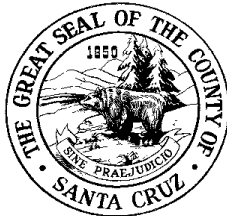
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- the agenda item you would like to comment on

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MOBILE AND MANUFACTURED HOME COMMISSION MEETING MINUTES

DATE: July 16, 2020
LOCATION: Meeting held remotely
PRESENT: Jean Brocklebank (*Vice Chair - 1st District*), Henry Cleveland (*Chair - 2nd District*), David Allenbaugh (*3rd District*), Rick Halterman (*5th District*), Carol Lerno (*GSMOL*), Charlene Garza (*WMA*)
EXCUSED: None
STAFF: Justin Graham (*Assistant County Counsel*), Angela Chesnut (*1st District Analyst*), Kaite McGrew (*Commissions Coordinator*),
GUESTS: 3 Community Members

1. Call to Order/Roll Call/Agenda Review

Meeting was convened at 9:30 AM.

2. **Approve May 21, 2020 Meeting Minutes**

Motion/Second: Lerno/Brocklebank

Motion passed unanimously.

3. Public Comment

4. New Business/Action Items

4.1. Reasonable Rate of Return on Capital Improvements

Commission discussed the reasonable rate of return on capital improvements and heard comment from the public. Brocklebank expressed concern that some park owners are charging 12% per year over ten years, instead of 12% total over ten years. Halterman expressed concern that changes could leave the ordinance susceptible to challenges. Garza read a written statement in support of the existing language.

Motion to retain 12% rate of return with a stipulation that it be no more than 12% total regardless of amortization period

Motion/Second: Brocklebank/Allenbaugh

Ayes: Brocklebank, Allenbaugh

Nays: Cleveland, Halterman, Lerno, Garza

Motion did not carry.

Motion to retain the 12% rate of return

Motion/Second: Garza/Halterman

Ayes: Cleveland, Allenbaugh, Halterman, Lerno, Garza

Nays: Brocklebank,

Motion passed.

4.2. CPI Adjustment Letters

Commission reviewed 2021 CPI Adjustment Letters for RVs and Mobile/Manufactured homes.

- 4.3. Space Fee Recommendation
Commission discussed the 2021 Space Fee.

Motion to retain a \$38 Space Fee for 2021

Motion/Second: Brocklebank/Halterman

Motion passed unanimously.

- 4.4. HCD Mobilehome Residency Law Protection Program Implementation
Allenbaugh expressed concern that residents in parks with arbitration clauses included in leases may not be able to access the program. Halterman recommended that Allenbaugh consult with retired law professor Herb Rossman who may have had additional detail.

5. County Supervisor Report

Chesnut confirmed that the Board of Supervisors sent letters in support of Senate Bill 999 (removing long-term lease exemption from rent control) and Senate Bill 915 (emergency relief for mobilehome owners during COVID-19 pandemic).

6. Commissioner Reports

6.1. 1st District Report

Brocklebank reported that communications are quiet and requested clarification from County Counsel at the September meeting on whether limitations are placed on sublet rental rates as described in MRLA.

6.2. 2nd District Report

Cleveland reported that a recent HCD Mobilehome Inspection Program audit revealed some shortcomings. He will report on HCD's response to the audit at an upcoming meeting. Cleveland requested that Commissioners consider nominees for the 2020 Jan Beautz Award to be discussed during the September meeting.

6.3. 5th District Report

Halterman requested that Commissioners who utilize the HCD Mobilehome Residency Law Protection Program update him on their experiences with the program.

6.4. 3rd District Report

Allenbaugh reported that residents requested a rent reduction because park amenities are not available during shelter-in-place restrictions. Park owners made a one-time \$3000 donation to the homeowners association instead.

6.5. Golden State Manufactured Homeowner's League (GSMOL) Report

Lerno reported that concerns regarding health and safety guidelines in mobilehome parks are ongoing.

6.6. Western Manufactured Housing Communities Association (WMA) Report

Garza reported on safety precautions and potential County rent payback assistance. Chesnut confirmed that this is being considered, as well as a potential extension on the eviction moratorium. Clubhouses remain closed but laundry facilities are open. Brocklebank will share information about additional HCD funding that may become available.

7. Central Coast Resident-Owned Parks Report
Cleveland reported County has reopened playgrounds and many swimming pools depending upon their ability to meet guidelines. Clubhouses are anticipated to be the next amenities to reopen. Liability waivers are being considered for residents to use park amenities.
8. Legislative Report
Halterman reported that the California legislature is not in session subsequent to an increase of confirmed COVID-19 cases among legislators. Anticipated reopening is July 27, 2020 and postponed bills may extend the timelines for all bills. Halterman updated the Commission on the following bills of interest to the mobile home community:
 - **SB-1117: Master meter customer: electrical or gas services:** postponed indefinitely.
 - **AB-2782: Mobilehome parks: change of use:** postponed indefinitely.
 - **SB-915 (COVID-19 emergency relief):** Currently still scheduled for July 28th in the Assembly Housing Committee
 - **SB-999 (Long-term lease exemption removed):** Currently still scheduled for July 28, 2020 in the Assembly Housing Committee
 - **AB-2690 (removes new construction rent control exemption in areas that have rent control ordinances):** Currently scheduled for August 4, 2020.
 - **AB-2895 Rent Caps for Mobile Home Parks:** This bill has a problematic method of calculation and does not contain a provision for park owners to ask for a prorated return.
9. County Counsel Report:
The Commission welcomed Justin Graham, Assistant County Counsel.
10. Staff Report: No Report
11. Correspondence: None
12. Adjournment
Meeting was adjourned at 10:54 AM.

Submitted by: Kaite McGrew, *Commissions Coordinator*



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

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www.sccmmhc.org

Notice of Public Meeting and Agenda

DATE: Thursday, September 17, 2020

TIME: 9:30 AM to 11:00 AM

IN RESPONSE TO THE COVID-19 PUBLIC HEALTH EMERGENCY AND PURSUANT TO THE PROVISIONS OF THE GOVERNOR'S EXECUTIVE ORDER N-29-20 ISSUED MARCH 17, 2020, **THIS WILL BE A REMOTE MEETING WITH NO PHYSICAL LOCATION AVAILABLE, BUT ACCESS AND AN OPPORTUNITY TO COMMENT WILL BE PROVIDED. PLEASE DIAL-IN TO THE TELECONFERENCE WITHIN TEN MINUTES OF THE MEETING START TIME.**

TELECONFERENCE INFORMATION

Phone: [1 \(646\) 749-3129](tel:16467493129)

Toll Free: [1 \(877\) 309-2073](tel:18773092073)

Access Code: 461-075-021

-
1. Call to Order/Roll Call/Agenda Review
 2. Approve July 16, 2020 Meeting Minutes
 3. Public Comment

Any person may address the Commission for a period not to exceed three minutes on matters within the jurisdiction of the Commission. The Commission will not take action but may choose to follow up at a subsequent meeting.

4. New Business/Action Items
 - 4.1. Jan Beautz Award Nominees
5. County Supervisor Report
6. Commissioner Reports
 - 6.1. District 1 (Brocklebank)
 - 6.2. District 2 (Cleveland)
 - 6.3. District 3 (Allenbaugh)
 - 6.4. District 4 (Valdez)
 - 6.5. District 5 (Haltermann)
 - 6.6. Golden State Manufactured Homeowners League (Lerno)
 - 6.7. Western Manufactured Housing Communities (Garza)
7. Central Coast Resident-Owned Parks Report
8. Legislative Report
9. County Counsel Report
10. Staff Report
11. Correspondence
12. Adjournment

Next Meeting Scheduled for: 9:30 to 11:00 AM on Thursday, November 19, 2020

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. If you are a person with a disability and require assistance to participate in the teleconference, please call (831) 454-2772 or TTY/TDD:711 at least 72 hours in advance to make arrangements.



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MOBILE AND MANUFACTURED HOME COMMISSION MEETING MINUTES

DATE: September 17, 2020
LOCATION: Meeting held remotely
PRESENT: Jean Brocklebank (*Vice Chair - 1st District*), Henry Cleveland (*Chair - 2nd District*), David Allenbaugh (*3rd District*), Richard Valdez (*4th District*), Rick Halterman (*5th District*), Carol Lerno (*GSMOL*), Charlene Garza (*WMA*)
EXCUSED: None
STAFF: Justin Graham (*Assistant County Counsel*), John Leopold (*1st District Supervisor*), Kaite McGrew (*Commissions Coordinator*)
GUESTS: 3 Community Members

1. Call to Order/Roll Call/Agenda Review

Meeting was convened at 9:30 AM.

2. **Approve July 16, 2020 Meeting Minutes**

Motion/Second: Lerno/Allenbaugh

Motion passed unanimously.

3. Public Comment

4. New Business/Action Items

4.1. Jan Beautz Nominees

Commission discussed several possible nominees for the second annual Jan Beautz Award. Halterman nominated Jerry Bowles, a long-time advocate for resident-owned parks and resource to the mobilehome community. Staff will work with Supervisor Leopold and Commission Chairs to draft a certificate for presentation at the November meeting.

Motion to present the 2020 Jan Beautz Award to advocate Jerry Bowles

Motion/Second: Brocklebank/Allenbaugh

Motion passed unanimously.

5. County Supervisor Report

5.1. Supervisor Leopold reported that the County is working hard to increase COVID-19 testing and contact tracing to contain the virus. No increase in confirmed cases has occurred related to recent evacuations and the County's COVID-related status continues to improve. New guidelines reflecting the improvement have been released and some restrictions for schools and skilled nursing facilities have been lifted.

5.2. The CZU Lightening Complex fires are the most destructive disaster in County history and the 10th most destructive fire event in the history of California. More than 900 homes were destroyed, and the county is developing an expedited recovery strategy. Geologists are already working to address the potential for hazardous debris flow during the coming rainy season.

- 5.3. Supervisor Leopold has been working with residents and park management to address ongoing issues at Soquel Gardens MHP.
- 5.4. Provision of Cruzio high-speed internet to eight MHPs via grant funding is ongoing.
- 5.5. Plans to increase affordable housing are focused on the development of multi-story projects which provide more housing density than new mobile home parks could.
6. Commissioner Reports
 - 6.1. 1st District Report
Brocklebank reported that she has been in communication with residents for issues at Soquel Gardens, Snug Harbor, Ranchito, Pine Knoll Manor, Homestead, Beachcomber and Shoreline mobile home parks.
 - 6.2. 3rd District Report
Allenbaugh reported that HCD has been conducting inspections. Commission discussed conditions under which pre-existing violations could be a new owner's responsibility.
 - 6.3. 4th District Report
Commission welcomed 4th District Commissioner Richard Valdez.
 - 6.4. 5th District Report
Halterman reported on the status of the Mobilehome Residency Law Protection Program. Brocklebank reported that a resident in Soquel Gardens has applied to the program. No information was available about the status of the District 5 mobile home parks in the wake of the CZU Lightening Complex fires.
 - 6.5. 2nd District Report
Cleveland reported on a recent HCD park inspections audit that revealed discrepancies including issues with notification protocols, inspector training, and the frequency of inspections. Park owners bear some responsibility to ensure compliance if other efforts have failed. Cleveland will forward information to the Commission regarding an online event discussing new mobile home legislation. Commission expressed a preference for providing video access to members of the public who attend meetings if possible.
 - 6.6. Golden State Manufactured Homeowner's League (GSMOL) Report: No Report
 - 6.7. Western Manufactured Housing Communities Association (WMA) Report
Garza reported that the WMA is developing policies and processes in compliance with new mobile home legislation. Increasingly, mobile home insurance carriers are refusing to insure parks in California and the State may have to intervene if there are not enough carriers to meet the demand. Garza reported on recovery efforts and insurance barriers for mobile home residents and parks in the wake of previous fire events.
7. Central Coast Resident-Owned Parks Report
Cleveland reported that amenities in resident-owned parks are beginning to open up, and new protocols are being evaluated and implemented as needed.
8. Legislative Report
Halterman updated the Commission on the following bills of interest to the mobile home community:
 - ***SB-1117: Master meter customer: electrical or gas services***: passed legislation but awaits the Governor's signature

- **SB-999 (Long-term lease exemption removed):** Bill did not pass in the Assembly and was incorporated into AB-2782
 - **AB-2782: Mobilehome parks: change of use:** Now includes language from SB-999 specifying dates by which long-term leases will no longer be exempt from local rent control, depending upon the date they were signed.
 - **AB-2690 (removes new construction rent control exemption in areas that have rent control ordinances):** postponed indefinitely.
 - **SB-915 COVID-19 Relief:** eliminated in favor of other similar legislation already in effect.
 - **AB-2895 Rent Caps for Mobile Home Parks:** pulled from committee indefinitely.
9. County Counsel Report:
- 9.1. Graham reported that the current competing crises have delayed progress in the Pinto Lakes matter for several months at least.
 - 9.2. Graham confirmed Ryan Thompson's earlier statement that MRLA preempts 13.34.
 - 9.3. Graham will follow-up on a potential typographical error in the rent adjustment form provided in the online version of 13.32.
 - 9.4. Allowable processes for public participation in future virtual meetings after the state of emergency has been lifted are yet to be determined.
10. Staff Report:
- 10.1. Staff reported that County resources for managing virtual meetings are limited by County policy as well as available staff resources and gave an overview of alternatives that might serve to allow public video access to Commission meetings.
 - 10.2. 99.8% of 2020 space fees have been collected. \$627 in fees remain outstanding.
 - 10.3. Commission reviewed the 2019-2020 FY Space Fee Fund Report which does not yet reflect expenses for legal services provided to residents during the 2019-2020 FY as the vendor has not yet submitted invoices. Graham will determine whether more detail on County Counsel expenses is available.
 - 10.4. Creighton Mendivil has retired from Senior Citizens Legal Services and new Executive Director and Directing Attorney, Tanya Ridino, will be providing legal services to mobile home residents who are referred via the petition hearing process.
11. Correspondence: None
12. Adjournment
- Meeting was adjourned at 11:01 AM.

Submitted by: Kaite McGrew, *Commissions Coordinator*



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Notice of Public Meeting and Agenda

DATE: Thursday, November 19, 2020

TIME: 9:30 AM to 11:00 AM

IN RESPONSE TO THE COVID-19 PUBLIC HEALTH EMERGENCY AND PURSUANT TO THE PROVISIONS OF THE GOVERNOR'S EXECUTIVE ORDER N-29-20 ISSUED MARCH 17, 2020, **THIS WILL BE A REMOTE MEETING** WITH NO PHYSICAL LOCATION AVAILABLE, BUT ACCESS AND AN OPPORTUNITY TO COMMENT WILL BE PROVIDED.

VIRTUAL MEETING INFORMATION

TO JOIN BY VIDEO: <https://zoom.us/join>

OR TO JOIN BY PHONE ONLY: +1 (669) 900-6833 (San Jose)

Meeting ID: 961-1737-0560

Passcode: 1850

1. Call to Order/Roll Call/Agenda Review
2. Approve September 17, 2020 Meeting Minutes
3. Public Comment: *Any person may address the Commission for a period not to exceed three minutes on matters within the jurisdiction of the Commission. The Commission will not take action but may choose to follow up at a subsequent meeting.*
4. New Business/Action Items
 - 4.1. 2020 Jan Beautz Award Recipient
5. County Supervisor Report
6. Commissioner Reports
 - 6.1. District 1 (Brocklebank)
 - 6.2. District 2 (Cleveland)
 - 6.3. District 3 (Allenbaugh)
 - 6.4. District 4 (Valdez)
 - 6.5. District 5 (Halterman)
 - 6.6. Golden State Manufactured Homeowners League (Lerno)
 - 6.7. Western Manufactured Housing Communities (Garza)
7. Central Coast Resident-Owned Parks Report
8. Legislative Report
9. County Counsel Report
10. Staff Report
11. Correspondence
12. Adjournment

Next Meeting Scheduled for: 9:30 to 11:00 AM on Thursday, January 21, 2021

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MOBILE AND MANUFACTURED HOME COMMISSION MEETING MINUTES

DATE: November 19, 2020
LOCATION: Meeting held remotely
PRESENT: Jean Brocklebank (*Vice Chair - 1st District*), Henry Cleveland (*Chair - 2nd District*), David Allenbaugh (*3rd District*), Richard Valdez (*4th District*), Rick Halterman (*5th District*), Carol Lerno (*GSMOL*), Charlene Garza (*WMA*)
EXCUSED: None
STAFF: Justin Graham (*Assistant County Counsel*), John Leopold (*1st District Supervisor*), Kaite McGrew (*Commissions Coordinator*)
GUESTS: 2 members of the public

1. Call to Order/Roll Call/Agenda Review

Meeting was convened at 9:30 AM.

2. **Approve September 17, 2020 Meeting Minutes**

Commission amended the minutes to clarify language related to the Mobile Home Residency Law Protection Program and the location of an error in code published online.

Motion/Second: Halterman/Garza

Motion to approve as amended passed unanimously.

3. New Business/Action Items

3.1. Jan Beautz Award Recipient

Brocklebank read a letter of commendation awarding Jerry Bowles, long-time advocate for resident-owned parks and resource to the mobilehome community, with the second annual Jan Beautz Award. Commissioners and Supervisor Leopold shared additional history related to Mr. Bowles' many contributions to the mobile home community.

4. County Supervisor Report

4.1. After six years of persistent effort on the part of Supervisor Leopold, Santa Cruz City has finally agreed to cease charging a 14% surcharge to Live Oak residents for city water. The change will result in savings for many low-income residents in District 1.

4.2. Leopold participated an historic vote to merge the Central Fire District with the Aptos/La Selva Fire District. The newly formed "Central Fire District" will serve residents from Live Oak to La Selva, allowing for consolidated administration and more available resources.

4.3. The County has established a County Office of Resource Recovery and Resilience to assist community recovery from the recent wildfires, coordinate future emergency response and fortify community resilience for future disasters. The County is expediting permitting for those who lost their homes but anticipate that only about 15% of those impacted will apply to rebuild within the first year.

4.4. Supervisor Leopold announced that this will be his last Commission meeting and expressed his appreciation for the opportunity to serve the mobile home community over the last

twelve years. The Commission thanked Supervisor Leopold for his years of service and the tremendous impact that his commitment has had on behalf of mobile home park residents.

5. Commissioner Reports

5.1. 1st District Report

Brocklebank reported that she has been in communication with residents at Snug Harbor (regarding the 72-hour notice required for scheduled water shutoffs) and Soquel Gardens (an HCD permit to operate is pending correction of health and safety violations). Leopold is working with the California Rural Housing Association to find non-profit funding for conversion of this park to a different ownership structure.

5.2. 3rd District Report

Allenbaugh reported that HCD has been well in communication regarding 20 violations, outside HOA meeting to address these. Sent plans to build.

5.3. 4th District Report

Valdez reported that residents in Meadows Manor are afraid of retaliation if they report possible violations and afraid to meet to discuss it because of the pandemic.

5.4. 5th District Report

Halterman contacted McPherson's office but has not received any news on parks in District 5. A virtual town hall meeting will be held to discuss on debris flow. Mark Stone was named GSMOL legislator of the year. No outcomes from the Mobilehome Protection Program to report.

5.4.1. Legislative Report

Halterman reported that many bills were suspended because of the COVID-19 pandemic. Efforts are being made to predict and prepare for the renewal of activity in January 2021.

5.5. Golden State Manufactured Homeowner's League (GSMOL) Report:

Lerno reported that AB-2782 now includes language that prohibits park conversions that would adversely impact the availability of affordable housing and also changes the long-term lease exemption from local rent control ordinances. It will go into effect January 21, 2021.

5.6. Western Manufactured Housing Communities Association (WMA) Report

Garza reported that the WMA awarded \$70K in scholarships to students living in mobile home parks throughout the state. A student resident of the Ocean Breeze Mobile Home Park received a CSUMB scholarship for the third year in a row. Commissioners are encouraged to find out which parks in their districts are WMA-member parks and promote resident participation the program.

5.7. 2nd District Report

Cleveland attended a CPUC hearing on modifications to the master meter conversion program. There was discussion about whether utility improvements can be passed through to park residents. Initial conversions have been successful, and the Commission hopes to convert 50% of eligible parks in California.

6. Central Coast Resident-Owned Parks Report

Cleveland reported that recent meetings have been to discuss funding and managing capital improvements in resident-owned parks. The association's email exchange is moving to Google Groups.

7. County Counsel Report:
 - 7.1. Graham reported that Senior Legal Services will renew their contract at the same rate. The CRLA has lapsed and will not be renewed. County Counsel will review the rate structure and publish an RFP for a new legal services provider in 2021.
 - 7.2. Graham reported that the Pinto Lakes case was decided in favor of the County on appeal. The appellate judge sustained the trial court's ruling and determined that the residents are necessary parties. The trial court will now determine whether the residents can be joined or whether the case needs to be dismissed.
 - 7.3. Graham is working with the Clerk of the Board and the code publishing company to correct a typographical error Brocklebank identified in the rent form provided in 13.32.
8. Staff Report:

Staff reported that there have been two referrals for legal services since the September meeting: A resident from Garden Lane MHP had questions related to capital improvement pass-throughs, utility service pass throughs and property tax calculation and a homeowner from Fall Creek MHP had questions about a space rent increase upon his inheriting the mobilehome.
9. Correspondence: None
10. Public Comment
11. Adjournment

Meeting was adjourned at 10:57 AM.

Submitted by: Kaite McGrew, *Commissions Coordinator*