



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 21, 2021

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: 998-8815-2083

Passcode: 1850

-
1. Call to Order/Roll Call/Agenda Review
 2. Approve November 19, 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. Remote Meetings
 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, March 18, 2021

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MOBILE AND MANUFACTURED HOME COMMISSION MEETING MINUTES

DATE: January 21, 2021
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*), Manu Koenig (*1st District Supervisor*), Kaite McGrew (*Commissions Coordinator*)
GUESTS: 1 member of the public

1. Call to Order/Roll Call/Agenda Review
Meeting was convened at 9:30 AM.
Brocklebank introduced Supervisor Koenig
2. **Approve November 19, 2020 Meeting Minutes**
Motion/Second: Brocklebank/Garza
Motion passed unanimously.
3. Public Comment:
No public comment. Commission discussed Proposition 13 and its possible relevance to mobile home park residents.
4. New Business/Action Items
 - 4.1. Remote Meetings
Commission discussed options to enhance the accessibility of future remote meetings. Remote meetings can be more accessible for people with disabilities than in-person meetings. Commission will continue to use Zoom platform until further notice.
5. County Supervisor Report
Supervisor Koenig expressed his support for the Commission's work and the mobile home community. His office is also introducing legislation related to tiny homes. The use of herbicides in the corridor and its impact on adjacent residential properties will be discussed at the February RTC meeting. Expansion of broadband into mobile home parks stalled pending park owner approval. Creative ownership structures are being considered for Soquel Gardens MHP. Supervisor Koenig is working with Supervisor Coonerty to identify County properties suitable for creating safe spaces to house residents experiencing homelessness. Commission discussed coordination of COVID-19 vaccinations in senior parks. Garza recommended park owners confer with their insurance carriers to determine whether provision of medical services is allowed on site under their current policies before proceeding.
6. Commissioner Reports
 - 6.1. 1st District Report
Brocklebank has been in communication with residents from Antonelli MHP and Soquel Gardens

MHP. Soquel Gardens has not yet addressed issues that would preclude restoration of their HCD license to operate.

6.2. 2nd District Report

Cleveland reported on a mobile home fire in December at the Aptos Pines MHP. Commissioners are encouraged to check their smoke alarms.

6.3. 3rd District Report

Allenbaugh reported that the Santa Cruz City is working on a process to notify Westside residents in advance of any upcoming events requiring street closures and impacting residents. De Anza MHP completed the Arroyo project providing wheelchair accessible pathways to the ocean.

6.4. 4th District Report

Valdez reported that he is monitoring changes to Meadows Manor ownership.

6.5. 5th District Report

Halterman reiterated his request that residents report on their experiences with the *Mobilehome Residency Law Protection Program* in order to inform revisions when the program is reevaluated. Revisions to the legislation are ongoing and may impact the final sunset date for this program. Deadline to submit feedback is February 19, 2021.

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

6.7. Western Manufactured Housing Communities Association (WMA) Report

Garza will forward the Federal Emergency Rental Assistance program FAQ.

7. Central Coast Resident-Owned Parks Report

Cleveland reported that Brookvale Terrace will host the next meeting February 6, 2021 on Zoom. Topics include Davis Sterling restrictions on online communications between Board members and sewer maintenance.

8. Legislative Report

Halterman reported bills will have been selected by the March meeting.

8.1. **AB-2782 (Mobilehome Park Closure/Change of Use)** went into effect in 2020 without the provision requiring park owners to give a 60-day notice to impacted residents of upcoming hearings related to the change. This provision will be re-introduced as part of a different bill in 2021.

8.2. **SB-64 (COVID-19 Emergency Relief)** will preclude park owners from terminating tenancy of residents impacted by the pandemic. Residents will have at least 120 days from termination of the state of emergency before park owners can pursue termination of tenancy and at least a year to pay back-rent. As emergency legislation, it will require a two-thirds vote to pass.

9. County Counsel Report:

9.1. Graham is working with Senior Legal Services to obtain a signed contract, although they have agreed to continue providing services in the interim. They are also working on invoices for services provided since July 2019. The CRLA contract will not be renewed.

9.2. Graham reported that AB-992 includes social media communications in the definition of deliberations subject to Brown Act restrictions and cautioned Commissioners not to engage directly in social media communications regarding matters within the subject matter

jurisdiction of the Commission that has been posted or shared by any other member of the Commission in order to remain in compliance.

10. Staff Report:

Staff reported that there have been no new referrals for legal services since the November meeting, although a 2020 referral from Snug Harbor is ongoing. The space fee invoices went out the first week of January.

11. Correspondence: None

12. Adjournment

Meeting was adjourned at 10:39 AM.

Submitted by: Kaite McGrew, *Commissions Coordinator*



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1. Call to Order/Roll Call/Agenda Review
 2. Approve *January 21, 2021 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: None
 5. County Supervisor Report
 6. Commissioner Reports
 - 6.1. District 1 (*Brocklebank*)
 - 6.2. District 2 (*Cleveland*)
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Next Meeting Scheduled for: 9:30 to 11:00 AM on Thursday, May 20, 2021

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MOBILE AND MANUFACTURED HOME COMMISSION MEETING MINUTES

DATE: March 18, 2021
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
ABSENT: Richard Valdez (*4th District*)
STAFF: Ryan Thompson (*Assistant County Counsel*), Jamie Sehorn (*1st District Analyst*), Kaite McGrew (*Commissions Coordinator*)
GUESTS: 5 members of the public

1. Call to Order/Roll Call/Agenda Review
Meeting was convened at 9:31 AM.
2. **Approve January 21, 2021 Meeting Minutes**
Motion/Second: Brocklebank/Halterman
Motion passed unanimously.
3. Public Comment: None
4. New Business/Action Items: None
5. Commissioner Reports
 - 5.1. 1st District Report
 - 5.1.1. Brocklebank has been in communication with residents from Alimur MHP, Pleasure Point MHP and Osocales Community.
 - 5.1.2. Pine Knoll Manor, Snug Harbor, Osocales Community and Monterey Vista are scheduled for an HCD inspection in 2021.
 - 5.1.3. Soquel Gardens has received several notices from HCD threatening to rescind their permit to operate. To date, residents report that none of the violations have been addressed. If the permit is rescinded, residents may not be required to pay rent until it has been reinstated.
 - 5.2. 3rd District Report
Allenbaugh reported that a list of street closure events will be made available to public for resident planning purposes. Plans for distribution of the list are ongoing. Park amenities are open.
 - 5.3. 4th District Report: No Report
 - 5.4. 5th District Report
 - 5.4.1. Halterman reported that the results of HCD's most recent annual parks inspections can be found on the HCD website (hcd.ca.gov).

- 5.4.2. The first MRLPP Program report is now available on the HCD website with data related to the number of complaints received, processed and provided with legal representation.
- 5.5. 2nd District Report
 - 5.5.1. Cleveland congratulated Garza and Lerno on their respective reappointment.
 - 5.5.2. Updated MHP inspection booklets are available on the HCD website.
 - 5.5.3. The Public Utility Commission (PUC) is considering legislation to protect residents in mobile home parks with updated public utilities from subsequent rent increases.
- 5.6. Golden State Manufactured Homeowner's League (GSMOL) Report:
Lerno reported that the current housing crisis is increasing the popularity of mobile home living, but the market is experiencing a corresponding increase in the cost of mobile and manufactured homes.
- 5.7. Western Manufactured Housing Communities Association (WMA) Report
Garza reported that the State is accepting applications from landlords for State reimbursement of 80% of past due rent if they are willing to forgive the outstanding 20% (as provided for by SB-91 extending the COVID-19 Tenant Relief Act until June 30, 2021). Landlords can apply for reimbursement without the permission of the tenant.
6. Central Coast Resident-Owned Parks Report
Cleveland reported that a representative from "Mr. Rooter" will be presenting at the next meeting on sewer maintenance.
7. Legislative Report
Halterman reported bills will have been selected by the March meeting.
 - 7.1. **SB-64 (COVID-19 Emergency Relief)** passed its first senate committee hearing and will .
 - 7.2. **AB-1061 (Restrictions on Water Pass-Through)** restricts landlords from passing through more than the actual water charges by the utility for water. Brocklebank provided valuable background information to support advocacy efforts for sponsorship of this bill.
 - 7.3. **AB-861** prevents park owners from restricting the subletting of mobile homes by tenants in the event that the park owner is subletting park-owned mobile homes.
 - 7.4. **AB-978 is back for a third year** – The bill caps mobile home space rents at either 10% or 100% of the CPI plus 5%, whichever is least. If passed, this bill would not supersede existing local rent stabilization ordinances but could discourage other communities from considering local rent control legislation. Further, it could encourage non-rent-control parks to increase their space rents to 100% of the CPI plus 5% and could encourage challenges to our current local ordinance if the State sets a precedent. In light of these concerns, GSMOL opposes this bill.
 - 7.5. Three bills are being considered addressing remote access to Brown Act meetings.
 - 7.6. **Motion to schedule a special meeting on Thursday, March 25 at 9:30 to discuss support for AB-1061 and other pending legislation.**
Motion/Second: Brocklebank/Halterman
Ayes: Brocklebank
Nays: Cleveland, Allenbaugh, Halterman, Lerno, Garza
Motion did not pass.

8. County Supervisor Report:

- 8.1. Sehorn reported that Supervisor Koenig is working with Will Constantine and the CEO of Bay Federal to develop a mobile and manufactured home ordinance to protect heirs. Commissioners are encouraged to send suggestions related to mobile and manufactured home inheritance to Supervisor Koenig's office as soon as possible for consideration.
- 8.2. Two mobile home parks (Blue & Gold MHP and Castle Estates MHP) may be encroaching into the rail corridor and could be impacted by a railway. Topic will be added to the May MMHC agenda and Commissioners are encouraged to submit public comment on the matter at the April 1, 2021 Regional Transportation Commission meeting.
- 8.3. The Cruzio fiber internet expansion into mobile home parks is ongoing. Parks impacted include Rodeo MH Estates, Soquel Gardens MHP, Opal Cliffs MHP, Shangri-la Estates MHP, Castle Estates MHP, and Blue & Gold Star MHP. Sehorn will report back on whether Alimur is also included. Commissioners are encouraged to share park management contact information with Supervisor Koenig's office, if available.
- 8.4. Sehorn referred a resident of the Blue & Gold Star MHP to HCD to address an ongoing exterior park lighting issue.

9. County Counsel Report: No Report

10. Staff Report:

Staff reported that there have been no new referrals for legal services in 2021. 93.3% of space fees have been collected with payments from 8 parks outstanding. Outstanding parks will be given a 30-day grace period as provided for in County Code. Commissioners are encouraged to prepare for MMHC Officer elections during the May meeting.

11. Correspondence: None

12. Adjournment

Meeting was adjourned at 10:34 AM.

Submitted by: Kaite McGrew, *Commissions Coordinator*



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Notice of Public Meeting and Agenda

DATE: Thursday, May 20, 2021

TIME: 9:30 AM

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4. New Business/Action Items:
 - 4.1. Election of Officers
 - 4.2. Rail Corridor Boundary Survey and its Potential Impact on Mobile Home Park Residents
 - 4.3. FY 2021-23 Operational Plan Development Update – Sven Stafford, *Administrative Analyst*
5. County Supervisor Report
6. Commissioner Reports
 - 6.1. District 1 (*Brocklebank*)
 - 6.2. District 2 (*Cleveland*)
 - 6.3. District 3 (*Allenbaugh*)
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 - 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
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11. Correspondence
12. Adjournment

Next Meeting Scheduled for: 9:30 to 11:00 AM on Thursday, July 15, 2021

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MOBILE AND MANUFACTURED HOME COMMISSION MEETING MINUTES

DATE: May 20, 2021
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*),
EXCUSED: Charlene Garza (*WMA*)
ABSENT: None
STAFF: Daniel Zazueta, Esq. (*Assistant County Counsel*), Jamie Sehorn (*1st District Analyst*), Kaite McGrew (*Commissions Coordinator*)
GUESTS: Sven Stafford (*Principle Administrative Analyst*), Grace Blakeslee and 6 members of the public.

1. Call to Order/Roll Call/Agenda Review
Meeting was convened at 9:30 AM.
2. Approve *March 18, 2021 Meeting Minutes*
Minutes were amended to correct a typographical error.
Motion to approve the March 18, 2021 minutes as amended.
Motion/Second: Brocklebank/Halterman
Motion passed unanimously.
3. Public Comment: None
4. New Business/Action Items:
 - 4.1. Election of Officers
Motion to re-elect Cleveland as Commission Chair
Motion/Second: Halterman/Lerno
Ayes: Cleveland, Halterman, Lerno
Nays: Brocklebank, Allenbaugh
Abstain: Valdez had not yet arrived.

Motion to re-elect Brocklebank as Commission Vice Chair
Motion/Second: Halterman/Allenbaugh
Motion passed unanimously
 - 4.2. Rail Corridor Boundary Survey and its Potential Impact on MHP Residents
The RTC's boundary survey report has not been completed, but results could potentially impact MHP residents because of possible encroachments by either homes or accessory buildings into the corridor. According to the County's GIS map, the parks most likely impacted are the Tradewinds, Blue & Gold Star, and Castle Mobile Estates. Commission will monitor the situation and invite the RTC to present if survey results indicate any impact on mobile home parks.

4.3. FY 2021-23 Operational Plan Development Update

Stafford updated the Commission on the County's FY 2021-2023 Operational Plan development, including embedded equity initiatives. The plan includes initiatives for recovery from the COVID-19 pandemic and recovery from the CZU Lightning Complex wildfires. The County will focus on embedding equity into all new and existing initiatives and working with Personnel to implement staff equity trainings. Brocklebank and Cleveland expressed concerns that none of the County's initiatives specifically address the preservation of mobile/manufactured homes and mobile home parks as affordable housing stock. Stafford confirmed the County's plans to implement hybrid Commission meetings that allow the public to attend remotely.

5. County Supervisor Report:

- 5.1. Sehorn reported that the Board of Supervisors wrote a letter of support for AB-1061.
- 5.2. Supervisor Koenig and staff have been working closely with Brocklebank to support residents of Soquel Gardens since the HCD has revoked the park's permit.
- 5.3. Only \$4M of the \$16M allocated to Santa Cruz County for COVID-19 rental assistance through the Housing is Key program has been applied for. Commissioners are encouraged to share information on the program to their communities.
- 5.4. County has implemented a process to make vaccinations for homebound residents.

6. Commissioner Reports

6.1. 1st District Report

Brocklebank has been in communication with residents from Pine Knoll Manor, Shangri-La Estates, Castle Mobile Estates, Snug Harbor MHP, the Beachcomber and Soquel Gardens. Pine Knoll residents may experience some financial hardship if HCD inspectors identify violations that residents must address. There are concerns about the Beachcomber HOA Board election process which Cleveland is monitoring and the HCD has revoked Soquel Gardens' permit to operate. The District Attorney has been notified and residents are not responsible for space rent until another inspection confirms that issues have been resolved, though they continue to be responsible for utilities.

6.2. 2nd District Report

Cleveland reported that District 2 has been quiet and confirmed that he is considering options for future in-person/remote hybrid meetings as soon as allowable.

6.3. 3rd District Report

Allenbaugh reported that De Anza residents received significantly higher utility bills in March which resulted in additional overage charges. Research revealed that there were no temperature variations to account for increased usage. The park is working to remove hemlock growth from the arroyo.

6.4. 4th District Report:

Meadows Manor Park cleanup notices were distributed but no inspectors arrived. Valdez reported difficulty contacting Carlos Landaverry (*Watsonville City Housing Manager*) regarding the subletting provisions in AB-861.

6.5. 5th District Report

Halterman also consulted during the beachcomber election. He is researching whether the \$5 Billion in state funding to help with residents with back rent and utilities applies to residents of mobile homes.

- 6.6. Golden State Manufactured Homeowner's League (GSMOL) Report:
Lerno reported that GMSOL membership has been discounted membership. Martha Vasquez was appointed *Ethnic Consultant and Advisor to the GSMOL Board of Directors* to expand outreach to Hispanic communities and educate the Board on Hispanic issues.
- 6.7. Western Manufactured Housing Communities Association (WMA) Report: No report
7. Central Coast Resident-Owned Parks Report
Cleveland reported that Central Coast Resident-Owned Parks meetings will be held remotely for the rest of 2021, possibly resuming in-person meetings by February 2022. They are considering restructuring the meeting format to include socializing. An informative vendor presentation on repairing and maintaining sewer systems was very successful. GSMOL focus is on reopening strategies for mobile and manufactured home parks.
8. Legislative Report
- 8.1. **SB-64 (COVID-19 Emergency Relief)** passed providing repayment terms for back rent.
- 8.2. **AB-861 (preventing park owners from restricting the subletting of mobile homes by tenants in the event that the park owner is subletting park-owned mobile homes)** barely passed the Assembly floor and will move on to the Senate Judiciary Committee.
- 8.3. **AB-1061 (restrictions on water pass-through)** restricts landlords from passing through more than the actual water charges by the utility for water passed on the Assembly floor and will move on to the Senate Judiciary Committee. Brocklebank reports that the bill has been amended to allow a minimal readiness-to-serve charge.
- 8.4. **AB-978 (capping mobile home space rents at a percentage of CPI)** has been revised to cut the cap from 10% to 5% and is only applicable in situations where two incorporated cities abut and a mobile home park property crosses both cities, thereby severely limiting the number of parks to which this bill applies and will most likely not apply to any Santa Cruz County parks.
- 8.5. **AB-339 (requiring remote access to the public for all Brown Act meetings)**. Consideration of health issues for Commissioners that would require them to attend remotely as well has been dropped from the bill.
9. County Counsel Report: No Report
10. Staff Report: No Report
11. Correspondence: None
12. Adjournment
Meeting was adjourned at 10:58 AM.

Submitted by: Kaite McGrew, *Commissions Coordinator*



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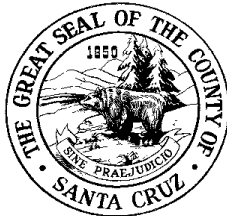
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3. Public Comment: *Any person may address the Commission for a period not to exceed 3 minutes on matters within the Commission's jurisdiction. The Commission will not take action but may choose to follow up at a subsequent meeting.*
4. New Business/Action Items:
 - 4.1. Reasonable Rate of Return on Capital Improvements Recommendation
 - 4.2. Space Fee Recommendation
 - 4.3. CPI Adjustment Letters
 - 4.4. Proposed Amendments to Sections 13.32.070 and 13.32.080 of Chapter 13.32 of the County Code – Jamie Sehorn (*County Supervisor's Analyst, District 1*)
5. County Supervisor Report
6. Commissioner Reports
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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, Esq. (*Assistant County Counsel*), Suzanne Yang, Esq. (*Assistant County Counsel*), Jamie Sehorn (*1st District Analyst*), Kaite McGrew (*Commissions Coordinator*)
GUESTS: Will Constantine, Esq., Megan Rhodes (*Bay Federal*), Carrie Birkhofer (*Bay Federal*), Richard Cooper (*Santa Cruz Community Credit Union*) and 2 members of the public.

1. Call to Order/Roll Call/Agenda Review
Meeting was convened at 9:30 AM.
2. Approve *May 20, 2021 Meeting Minutes*
Minutes were amended to correct a typographical error and add clarifying language to the District 3 report.
Motion to approve the May 20, 2021 minutes as amended.
Motion/Second: Brocklebank/Allenbaugh
Motion passed unanimously.
3. Public Comment: None
4. New Business/Action Items:
 - 4.1. Reasonable Rate of Return on Capital Improvements Recommendation
Brocklebank expressed concern about ambiguities in the Rent Control Ordinance.
Motion to recommend that the Board of Supervisor continue the reasonable rate of return on capital improvements at 12%
Motion/Second: Cleveland/Halterman
Ayes: Cleveland, Allenbaugh, Valdez, Halterman, Lerno, Garza
Nays: Brocklebank
Motion passed.
 - 4.2. Space Fee Recommendation
Commission reviewed income and expenses details for the Space Fee Fund. Outstanding invoices are being considered which may impact the fund balance. Brocklebank expressed concerns about changes in interest accrual and requested a more detailed accounting of County Counsel charges.
Motion to recommend that the Board of Supervisors continue the space fee at \$38 per space per year.
Motion/Second: Brocklebank/Garza
Motion passed unanimously.

4.3. CPI Adjustment Letters

Staff reported that CPI letters setting the allowable space rent increase for mobile home spaces and RV spaces 2022 were sent on July 13, 2021 and posted to the Commission website.

4.4. Proposed Amendments to Sections 13.32.070 and 13.32.080 of SCCC Chapter 13.32

Sehorn presented proposed amendments to Santa Cruz County Code Chapter 13.32. to extend rent control to inherited mobile homes and to provide mobile and manufactured homeowners with the right to challenge unlawful individual rent increases in court.

Motion to recommend that the Board of Supervisors approve and adopt the proposed amendments as written.

Motion/Second: Brocklebank/Valdez

Ayes: Brocklebank, Cleveland, Allenbaugh, Valdez, Halterman, Lerno

Nays: Garza

Motion passed.

5. County Supervisor Report:

5.1. Supervisor Koenig's office continues to monitor the situation at Soquel Gardens MHP

whose permit to operate continues to be suspended pending completion of required repairs. Supervisor Koenig's office met with a variety of stakeholders, including Housing Authority representatives and HCD officials who confirmed they are communicating directly with Park owners and their electrical contractor.

5.2. A public hearing on a proposed Kaiser 4-story medical office and parking garage will be on the Planning Commission's November meeting agenda.

5.3. The Board of Supervisors unanimously approved the 2021-2022 budget which includes funding for the new Office of Response, Recovery and Resilience, broadband service expansion and support for women and minority-owned businesses.

6. Commissioner Reports

6.1. 1st District Report

Brocklebank summarized the impact of the CPI adjustments on space rents, reported that an HCD letter clarified rent requirements for residents of parks without current permits to operate, and expressed appreciation for AB 1061. She has been in communication with residents from Ranchito MHP who had not received a rent adjustment for the last four years but experienced a large adjustment this year to bring them current.

6.2. 2nd District Report: No Report

6.3. 3rd District Report

Allenbaugh reported that De Anza MHP has contracted with a third party meter reader.

6.4. 4th District Report: No Report

6.5. 5th District Report

Halterman requested that Commissioners advise residents in their districts to share information about their Mobilehome Residency Law Protection Program (MRLPP) experiences.

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

Lerno reported that the GSMOL is gratified by public participation in the MRLPP.

6.7. Western Manufactured Housing Communities Association (WMA) Report: No Report

7. Central Coast Resident-Owned Parks Report
Cleveland reported that the next meeting will be held on August 1, 2021 which may include a discussion on reserve studies.
8. Legislative Report
 - 8.1. **SB-64 (COVID-19 Emergency Relief)** has been turned into a two-year bill which may affect its impact.
 - 8.2. **AB-861 (preventing park owners from restricting the subletting of mobile homes by tenants in the event that the park owner is subletting park-owned mobile homes)** is on the Senate floor now, and, once heard, will need to return to the Assembly because it has been amended
 - 8.3. **AB-1061 (restrictions on water pass-through)** is on the Senate floor now, and, once heard, will need to return to the Assembly because it has been amended.
9. County Counsel Report:
Commission welcomed Suzanne Yang, Esq., new County Counsel Liaison to the MMHC.
10. Staff Report:
2022 meetings will be held in the Sheriff's Community Room because of the availability of increased technical amenities and the proximity of the District 1 Supervisor's office. Staff will share Grand Jury recommendations related to broadband services. Supervisor Koenig's office is considering working with Staff to draft a resolution rescinding the petition hearing process suspension, in the event that health and safety precautions would allow the hearing process to resume before the state of emergency has been lifted.
11. Correspondence: None
12. Adjournment
Meeting was adjourned at 10:50 AM.

Submitted by: Kaite McGrew, *Commissions Coordinator*



Santa Cruz County Mobile and Manufactured Home Commission

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Santa Cruz, CA 95060
(831) 454-2772 Fax (831) 454-2411 TTY/TDD: 711
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Notice of Public Meeting and Agenda

DATE: Thursday, September 16, 2021
TIME: 9:30 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: 998-8815-2083

Passcode: 1850

1. Call to Order/Roll Call/Agenda Review
2. Approve *July 15, 2021 Meeting Minutes*
3. Public Comment: *Any person may address the Commission for a period not to exceed 3 minutes on matters within the Commission's jurisdiction. The Commission will not take action but may choose to follow up at a subsequent meeting.*
4. New Business/Action Items:
 - 4.1. 2021 Jan Beautz Award Selection
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 AM on Thursday, November 18, 2021

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 virtual 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: September 16, 2021
LOCATION: Meeting held remotely
PRESENT: Jean Brocklebank (*Vice Chair - 1st District*), Henry Cleveland (*Chair - 2nd District*), Richard Valdez (*4th District*), Rick Halterman (*5th District*), Carol Lerno (*GSMOL*),
EXCUSED: David Allenbaugh (*3rd District*), Charlene Garza (*WMA*)
STAFF: Suzanne Yang, Esq. (*Assistant County Counsel*), Jamie Sehorn (*1st District Analyst*), Kaite McGrew (*Commissions Manager*)
GUESTS: Megan Rhodes (Bay Federal) and 1 member of the public.

1. Call to Order/Roll Call/Agenda Review
Meeting was convened at 9:31 AM.
2. Approve *July 15, 2021 Meeting Minutes*
Minutes were amended to include additional information related to the reasonable rate of return on capital improvements.
Motion to approve the July 15, 2021 minutes as amended
Motion/Second: Lerno/Halterman
Motion passed unanimously.
3. Public Comment
4. New Business/Action Items:
 - 4.1. 2021 Jan Beautz Award Selection
Commission discussed potential candidates for the 2021 awards.
Motion to award the 2021 Jan Beautz Award to William Constantine.
Motion/Second: Brocklebank/Lerno
Motion passed unanimously.
5. County Supervisor Report:
 - 5.1. 13.32 amendments were approved unanimously and will go into effect 30 days after the final reading on 9/28/2021
 - 5.2. Supervisor continues to work with the HCD and the Soquel Gardens MHP owner to resolve outstanding health and safety issues and restore the permit to operate. They are monitoring reports by residents of not receiving timely utility billing.
6. Commissioner Reports
 - 6.1. 1st District Report
Brocklebank clarified that Soquel Gardens residents are not required to pay space rents until the park's permit to operate has been restored but remain responsible for payment of their utility bills or they are at risk for eviction. Brocklebank has been in contact with residents at Alimur park whose recent rent increase reflected increased property taxes and a "permanent pass-thru" amount that has been included in bills since 1998. Commission discussed property tax calculations. Official results of the Rail Corridor Boundary Encroachment Report will be discussed during the November meeting.

- 6.2. 2nd District Report:
Cleveland reported that some California MHPs are not passing thru CARE discounts on utility bills.
- 6.3. 3rd District Report: No Report
- 6.4. 4th District Report:
Valdez reported that Rancho Cerritos MHP has been purchased by a corporation.
- 6.5. 5th District Report
Halterman encouraged Commissioners to take advantage of discounted GSMOL memberships if they are not already members.
- 6.6. Golden State Manufactured Homeowner's League (GSMOL) Report:
Lerno reported that GSMOL urged MHPs to follow County health and safety requirements when reopening common areas.
- 6.7. Western Manufactured Housing Communities Association (WMA) Report: No Report
7. Central Coast Resident-Owned Parks Report
Cleveland reported that County Public Works withdrew a requirement that MHPs must conduct camera inspections of their sewers after being advised that HCD has jurisdiction over MHP sewer system requirements.
8. Legislative Report
- 8.1. **AB-861 (preventing park owners from restricting the subletting of mobile homes by tenants in the event that the park owner is subletting park-owned mobile homes)** passed and is awaiting the Governor's signature.
- 8.2. **AB-1061 (restrictions on water pass-through)** passed and is awaiting the Governor's signature.
- 8.3. **AB-361 (allowing Brown Act meetings to be held remotely during emergencies)** passed and is awaiting the Governor's signature. Could impact Commission meeting logistics.
- 8.4. **AB-339 (requires remote access to Brown Act meetings for the public and allows Commissioners with health issues to attend remotely)** passed and is awaiting the Governor's signature. Could impact Commission meeting logistics. Elements of the bill conflict with AB-361.
9. County Counsel Report:
Yang reported that County Counsel's office is in contract negotiations with Senior Citizens Legal Services.
10. Staff Report:
All three MMHC recommendations from the July meeting went to the Board of Supervisors on August 24, 2021 and all were approved. The Sheriff's Community Room has been reserved for 2022 meetings. Bylaws will be amended to include the new meeting location during the November meeting.
11. Correspondence:
Commission reviewed correspondence from Matt Machado, Director of County Public Works, related to a sewer inspection issue.
12. Adjournment
Meeting was adjourned at 10:45 AM.
- Submitted by: Kaite McGrew, *Commissions Manager*



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Notice of Public Meeting and Agenda

DATE: Thursday, November 18, 2021

TIME: 9:30 AM

IN RESPONSE TO THE COVID-19 PUBLIC HEALTH EMERGENCY AND PURSUANT TO THE PROVISIONS OF AB 361 AND CAL. GOV. CODE 54953, **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: 998-8815-2083

Passcode: 1850

1. Call to Order/Roll Call/Agenda Review
2. Approve *September 16, 2021 Meeting Minutes*
3. Public Comment: *Any person may address the Commission for a period not to exceed 3 minutes on matters within the Commission's jurisdiction. The Commission will not take action but may choose to follow up at a subsequent meeting.*
4. New Business/Continuing Business/Action Items:
 - 4.1. Rail Corridor Boundary Survey Report Results and Park Resident Impact Discussion
 - 4.2. 2021 Jan Beautz Award
 - 4.3. CPUC Phase 2 Utility Conversion
 - 4.4. Commission Bylaws Revision
 - 4.5. AB 361 Statement of Findings
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 AM on Thursday, January 20, 2022

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MOBILE AND MANUFACTURED HOME COMMISSION MEETING MINUTES

DATE: November 18, 2021
LOCATION: Meeting held remotely
PRESENT: Jean Brocklebank (*Vice Chair - 1st District*), Henry Cleveland (*Chair - 2nd District*), Richard Valdez (*4th District*), Rick Halterman (*5th District*), Carol Lerno (*GSMOL*), Charlene Garza (*WMA*)
EXCUSED: David Allenbaugh (*3rd District*)
STAFF: Suzanne Yang, Esq. (*Assistant County Counsel*), Kaite McGrew (*Commissions Manager*)
GUESTS: Manu Koenig (*1st District Supervisor*), Grace Blakeslee (RTC), Megan Rhodes (Bay Federal) and 4 members of the public.

1. Call to Order/Roll Call/Agenda Review
Meeting was convened at 9:32 AM.
2. Approve *September 16, 2021 Meeting Minutes*
Motion to approve the September 16, 2021 minutes
Motion/Second: Brocklebank/Halterman
Motion passed unanimously.
3. Public Comment
4. New Business/Action Items:
 - 4.1. Rail Corridor Boundary Survey Report Results and Park Resident Impact Discussion
Commission reviewed the results of the Rail Corridor Boundary Survey and discussed potential encroachment areas and the impact of encroachment on mobile home park residents. Blakeslee gave an overview of next steps, including plans to develop an encroachment exhibit and to work with property owners to address encroachment issues over a three-year period.
Motion authorizing Chairs to send a letter expressing the Commission's concerns about the impact of rail corridor encroachment issues on mobile home park residents and encouraging them to act in the best interests of mobile home park residents in any decisions related to this matter.
Motion/Second: Brocklebank/Garza
Motion passed unanimously.
 - 4.2. 2021 Jan Beautz Award
Commission reviewed a letter of commendation and certificate honoring the Will Constantine, Esq. for his many efforts on behalf of mobile home residents.
 - 4.3. CPUC Phase 2 Utility Conversion
Commission reviewed information on the California Public Utilities Commission's August 20, 2021 decision requiring that new language be inserted in written agreements signed by park owners when utility conversion projects are initiated that offers critical protections to mobile home owners. Garza updated the Commission on the status of the conversion project, and local parks involved.

4.4. Commission Bylaws Revision

Commission amended bylaws to reflect their new in-person meeting location (Sheriff's Office Community Room, 5200 Soquel Avenue, Santa Cruz, CA 95062) beginning in 2022. Brocklebank expressed concern about the requirement to include meeting location information in Commission bylaws.

Motion to approve bylaws as amended

Motion/Second: Cleveland/Garza

Motion passed unanimously.

4.5. AB 361 Statement of Findings

Motion to approve statement of findings authorizing the Commission to hold their next meeting remotely under the provisions of Assembly Bill 361

Motion/Second: Brocklebank/Valdez

Motion passed unanimously.

5. County Supervisor Report:

5.1. Supervisor Koenig and his staff continue to monitor the situation at Soquel Gardens including the possible sale of the property.

5.2. Board of Supervisors accepted State grant funding for mental health outreach programs and fire prevention programs.

5.3. Board of Supervisors adopted the final redistricting map at the November 16th Board meeting.

6. Commissioner Reports

6.1. 1st District Report

Brocklebank reported communicating with residents in 10 MHPs including Soquel Gardens, Alimur, Aptos Knolls, Blue and Gold, Carriage Acres, Homestead, Osocales, Pleasure Point, Shangri-La, and Snug Harbor regarding a variety of matters.

6.2. 2nd District Report

Cleveland reported that Rancho Cerrito MHP is under the jurisdiction of Watsonville City rent stabilization ordinance.

6.3. 3rd District Report: No Report

6.4. 4th District Report:

Valdez reported sharing information with residents about applying for GSMOL membership.

6.5. 5th District Report

Halterman reported that GSMOL Education Fund will host a town hall meeting for GSMOL members on January 22nd to discuss new legislation impacting residents in 2022.

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

Lerno will reach out to Valdez with further information about GSMOL membership.

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

Garza reported that WMA is advising park owners to include the actual text of new 2022 legislation impacting mobile home park residents with their notifications rather than sending notifications alone because of the volume and complexity of laws going into effect on January 1, 2022.

7. Central Coast Resident-Owned Parks Report: None

8. Legislative Report

8.1. **AB-1061 (restrictions on water pass-through)** passed.

8.2. **AB-861 (preventing park owners from restricting the subletting of mobile homes by tenants in the event that the park owner is subletting park-owned mobile homes)** passed.

8.3. **Provisions formerly in AB-272 (ensuring that homeowners are compensated if a mobilehome park closes and they are unable to relocate and eliminating a loophole that allowed park owners to get around local rent control measures)** passed as part of an omnibus bill and now requires a 60-day notice before park owners can request a park closure.

9. County Counsel Report:

Yang is working with the Executive Director of Senior Legal Services and anticipates that the new contract will be executed by close of year.

10. Staff Report: None

11. Correspondence: None

12. Adjournment

Meeting was adjourned at 10:53 AM.

Submitted by: Kaite McGrew, *Commissions Manager*