



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 20, 2022

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 November 18, 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. 2020-2021 Biennial Report
 - 4.2. 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, March 17, 2022

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MOBILE AND MANUFACTURED HOME COMMISSION MEETING MINUTES

DATE: January 20, 2022
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: Kaite McGrew (*Commissions Manager*)
GUESTS: Manu Koenig (*1st District Supervisor*), 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 *November 18, 2021 Meeting Minutes*
District Two report was amended for clarification.
Motion to approve the November 18, 2021 minutes as amended
Motion/Second: Brocklebank/Halterman
Motion passed unanimously.
3. Public Comment
4. County Supervisor Report:
 - 4.1. Supervisor Koenig and his staff are monitoring a situation at Shoreline MHP where a property tax assessment resulted in a substantial property tax increase which is passed through to the residents under the provisions of SCCC Chapter 13.32. Park owners are appealing the assessment.
 - 4.2. The situation at Soquel Gardens is ongoing. County code enforcement officers will conduct an inspection on red-tagged rental units within the park. The County is considering taking the park in receivership and either selling it or contracting with a non-profit to manage the property.
5. New Business/Action Items:
 - 5.1. 2020-2021 Biennial Report
Commission reviewed the Biennial report outlining Commission activities and achievements during the reporting period.
Motion to approve the 2020-2021 Biennial Report
Motion/Second: Lerno/Valdez
Motion passed unanimously.
 - 5.2. 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: Lerno/Valdez
Motion passed unanimously.

6. Commissioner Reports

6.1. 1st District Report

Brocklebank reported communicating with residents in four MHPs since the last meeting including Shoreline, Soquel Gardens, Alimur and Shangri-La regarding a variety of matters. Brocklebank attended a meeting at Shoreline MHP between residents and Evans Management to discuss possible solutions to the substantial property tax increase pass-through. Soquel Gardens residents have not been responsible for paying rent during the eight months since the park's permit-to-operate was revoked. MHP residents are advised to retain all records, particularly general rent adjustment notifications.

6.2. 2nd District Report 39

Cleveland reported that the new owner of Monterey Vista MHP in Watsonville City requested a 31% rent increase. Residents appealed to the City of Watsonville and the park is responsible for paying a substantial deposit to have the city conduct a financial analysis which they have not paid to date. The number of GSMOL members residing in the park has increased from 2 to 55 members in response to the issue. A grant-funded project to provide high-speed broadband in mobile home parks failed because of a lack of park participation. Cleveland commended Brocklebank for authoring the Commission's advocacy letter to the Board of Supervisor regarding the rail corridor encroachment issue. Housing and Community Development's 2022 schedule of MHP inspections will be available soon.

6.3. 3rd District Report:

Allenbaugh reported that De Anza has communal garbage and recycling, so they are considering the best way to implement the new composting requirements.

6.4. 4th District Report:

Valdez continues to attempt contact with Carlos Landaverry. The Commission discussed rent increases in parks under Watsonville City's jurisdiction.

6.5. 5th District Report

Halterman encouraged Commissioners to attend a GSMOL virtual town hall on Saturday when GSMOL attorney Bruce Stanton will review new legislation impacting mobile home park residents in 2022.

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

Lerno also encouraged Commissioners to attend the GSMOL virtual townhall meeting.

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

Garza reported that Evans Management met with Shoreline's new HOA President. The park owners have retained an attorney to file an appeal on the property tax assessment. Should the appeal be unsuccessful, Evans Management has considered offering space rent deferment to seniors who are enrolled in the PG&E CARE program.

7. Central Coast Resident-Owned Parks Report:

Cleveland reported that the May meeting will feature a zero-waste management coordinator presenting on the new composting requirements and park implementation.

8. Legislative Report

No legislators have made any commitments to date, but more information on new legislation should be available by the Commission's March meeting. Cleveland provided additional detail about the implementation of AB-1061.

9. County Counsel Report:

Staff reported that County Counsel is considering revising liaison assignments which could potentially impact MMHC liaison assignments. Brocklebank expressed concern about continual liaison turnover potentially resulting in our being provided with liaisons who may be less familiar with the provisions of the rent stabilization ordinance and mobile home law in general.

10. Staff Report:

Staff reported that space fee invoices were mailed the first week of January and 20% of space fees have been collected to date.

11. Correspondence: None

12. Adjournment

Meeting was adjourned at 10:29 AM.

Submitted by: Kaite McGrew, *Commissions Manager*



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Notice of Public Meeting and Agenda

DATE: Thursday, March 17, 2022

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.

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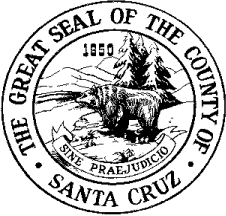
Meeting ID: 998-8815-2083

Passcode: 1850

1. Call to Order/Roll Call/Agenda Review
2. Approve *January 20, 2022 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. AB 361 Statement of Findings
5. County Supervisor Report
6. Commissioner Reports
 - 6.1. District 1 (*Brocklebank*)
 - 6.2. District 3 (*Allenbaugh*)
 - 6.3. District 4 (*Valdez*)
 - 6.4. District 5 (*Halterman*)
 - 6.5. Golden State Manufactured Homeowners League (*Lerno*)
 - 6.6. Western Manufactured Housing Communities (*Garza*)
 - 6.7. District 2 (*Cleveland*)
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, May 19, 2022

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MOBILE AND MANUFACTURED HOME COMMISSION MEETING MINUTES

DATE: March 17, 2022
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*)
STAFF: Kaite McGrew (*Commissions Manager*)
GUESTS: Jamie Sehorn (*1st District Analyst*), Megan Rhodes (*Bay Federal*) and 2 members of the public.

1. Call to Order/Roll Call/Agenda Review
Meeting was convened at 9:30 AM.
2. Approve *January 20, 2022 Meeting Minutes*
Motion to approve the January 20, 2022 minutes
Motion/Second: Lerno/Brocklebank
Motion passed unanimously.
3. Public Comment: None
4. New Business/Action Items:
 - 4.1. 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/Halterman
Motion passed unanimously.
5. County Supervisor Report
 - 5.1. The County released a draft Active Transportation Plan (ATP) for future projects to make it easier and safer to walk and bike on County roadways. The plan is a partnership between County Public Works, Public Health, Ecology Action, and Bike Santa Cruz County. Commissioners are encouraged to review the plan and offer feedback.
 - 5.2. The County released the Sustainability Policy and Regulatory Update to the County's General Plan/Local Coastal Program and modernization of the County Code with the goal of supporting more sustainable communities. Several community meetings are scheduled, and Commissioners and the public are encouraged to attend.
 - 5.3. Santa Cruz City and County Public Works are holding a joint meeting on March 31st to inform the public about Rail Trail segments 8 and 9 which could impact the Sorrento Oaks MHP. Commissioners and the public are encouraged to attend. Supervisor Koenig's office will reach out to park residents and owners.

- 5.4. Supervisor Koenig's office has continued to work with Cruzio to expand Broadband service to additional mobile home parks and are conducting outreach to park owners in the 41st Avenue vicinity as the state grant opportunity continues to be available.
- 5.5. Supervisor Koenig's office continues to monitor the ongoing situation at Soquel Gardens MHP. There is a potential buyer interested and the HCD has stated that they will work with a qualified buyer even if the park's permit-to-operate is suspended.
- 5.6. The County Assessor's Office is working on a Stipulation Agreement with Shoreline MHP related to a recent large property tax increase. The agreement is scheduled to go before the Assessment Appeals Board for a hearing on March 17th.
6. Commissioner Reports
 - 6.1. 1st District Report

3 MHPs were rescheduled for the annual HCD inspections (Snug Harbor, Pine Knoll, and Osocales). Brocklebank reported communicating with residents in five MHPs since the last meeting including Snug Harbor MHP, Ocean Breeze MHP, Shoreline MHP, Soquel Gardens MHP, and Carriage Acres MHP, regarding a variety of matters.
 - 6.2. 3rd District Report:

Allenbaugh reported that he attempted to reach Clearview Court MHP to get an update. Recently, a unit in Deanza MHP reportedly sold for more than \$500K which is a record high.
 - 6.3. 4th District Report: No Report
 - 6.4. 5th District Report: No Report
 - 6.5. Golden State Manufactured Homeowner's League (GSMOL) Report:

Lerno reported that GSMOL is involved in issues in Southern CA including disputes over rent control and land rights.
 - 6.6. Western Manufactured Housing Communities Association (WMA) Report: No Report
 - 6.7. 2nd District Report

Cleveland provided an update on the status of Monterey Vista MHP's request for a large rent increase. The park is under the City of Watsonville's rent control jurisdiction. Under the provisions of that ordinance, a financial study began in February, paid for by the park. Once completed, the report will be reviewed by the City Manager or their designee for a determination. The rental increase application is available for review upon request. Cleveland has three extra hard copies of the 2022 Mobilehome Residency Law (MRLA) available. HCD scheduled for Santa Cruz County parks for inspection in 2021 but only completed one of the inspections. Six MHPs are scheduled for inspections in 2022 including Shoreline MHP and five resident-owned parks. HCD met recently to discuss the MRLPP complaints system and on HCD inspections. During that meeting they confirmed that residents are allowed to accompany the inspector during an inspection if the park owner is allowed to do so.
7. Central Coast Resident-Owned Parks Report:

Cleveland reported that an HCD inspector will give a presentation on HCD mobile home inspections at the next meeting.

8. Legislative Report

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

SB-940 (New Construction and Rent Control) – Limit the time a park owner is allowed to suspend rent control after new construction to ten years. After 10 years, the new spaces become eligible for rent control. Commission will continue to monitor.

SB-869 (Manager Training) Requires that park managers complete 18 hours of training, take an exam for certification and post proof of certification prominently in a park's common area or risk being fined and a potential suspension of their permit to operate. The WMA opposes this bill. How funds to implement this are sourced is unclear. Commission will continue to monitor.

AB-2031 – (Management Complaint Response Procedures) The bill clarifies how MHP managers must response to resident complaints. If written complaint or request is submitted, a meeting must be held within 30 days, and written response provided within ten days of that meeting. Commission will continue to monitor.

AB-2099 (Related to MPROP) Currently only non-substantial changes are being proposed but the situation bears monitoring as it develops. Commission will continue to monitor.

AB-2002 – (Prohibits the suspension of a park owner's permit to operate because of a resident's failure to correct HCD violations). Bill language is already being amended. Commission will continue to monitor.

9. County Counsel Report: No Report

10. Staff Report:

Staff reported that 86% of space fees have been collected to date with fees from 7 out of 43 parks still outstanding. Past due reminders will go out the first week of April advising parks that they have until the end of April to make payment before a 10% penalty is assessed. Commissioners are reminded that Officer elections will take place at the May meeting.

11. Correspondence: None

12. Adjournment

Meeting was adjourned at 10:37 AM.

Submitted by: Kaite McGrew, *Commissions Manager*



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2. Approve *March 17, 2022 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. Election of Officers
 - 4.2. AB 361 Statement of Findings
5. County Supervisor Report
6. Commissioner Reports
 - 6.1. District 1 (*Brocklebank*)
 - 6.2. District 3 (*Allenbaugh*)
 - 6.3. District 4 (*Valdez*)
 - 6.4. District 5 (*Halterman*)
 - 6.5. Golden State Manufactured Homeowners League (*Lerno*)
 - 6.6. Western Manufactured Housing Communities (*Garza*)
 - 6.7. District 2 (*Cleveland*)
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, July 21, 2022

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MOBILE AND MANUFACTURED HOME COMMISSION MEETING MINUTES

DATE: May 19, 2022
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*)
STAFF: Kaite McGrew (*Commissions Manager*)
GUESTS: Jamie Sehorn (*1st District Analyst*), Megan Rhodes (*Bay Federal*) and 3 members of the public.

1. Call to Order/Roll Call/Agenda Review
Meeting was convened at 9:30 AM.
2. Approve *March 17, 2022 Meeting Minutes*
Motion to approve the March 17, 2022 minutes
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 Chair
Motion/Second: Halterman/Lerno
Motion passed unanimously.
Motion to re-elect Brocklebank as Vice Chair
Motion/Second: Lerno/Allenbaugh
Motion passed unanimously.
 - 4.2. 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 is bringing an agenda item to the Board in June asking that the temporary suspension of the SCCC Chapter 13.32 petition hearing process will be lifted.
 - 5.2. Two units in Soquel Gardens MHP were without electrical power for nearly a week. Although power has been restored, the electrical system in the park remains substandard and violations have not been resolved. Section 8 residents in the park have been advised that the Housing Authority of

Santa Cruz County is terminating their contract with the park, and residents will need to find other housing within 180 days before their vouchers will expire.

- 5.3. The Shoreline MHP Assessment Appeals Board hearing was successful, and the valuation of the mobile home park was reduced which will lower the property taxes that are being passed through to the residents. The next annual bill should reflect the changes.

6. Commissioner Reports

6.1. 1st District Report

Brocklebank reported on a variety of matters related to five MHPs since the last meeting including Bell Harbor MHP, Carriage Acres MHP, Homestead MHP, Pine Knoll Manor MHP and Osocales MHP. Brocklebank attended an RTC meeting regarding the rail corridor trail plans which would impact residents in the Blue and Gold MHP and Castle MHP.

6.2. 3rd District Report:

Allenbaugh requested clarification related to rules and regulations about changes to MHP rules and regulations.

6.3. 4th District Report:

Valdez reported that District 4 is quiet.

6.4. 5th District Report:

Halterman reported on issues related to unpermitted mobile homes. Residents are encouraged to get necessary permits before making modifications to their mobile homes.

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

Lerno reported that GSMOL is encouraging membership. HCD inspections continue, with shed restrictions being strictly enforced.

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

6.7. 2nd District Report

Cleveland recommended a recent *Justice in Aging* presentation on seniors and the MRLA (available on YouTube) and summarized an issue impacting a resident at Monterey Vista MHP. Commissioners are encouraged to contact MHPs in their districts and share any contact information updates with staff.

7. Central Coast Resident-Owned Parks Report:

Cleveland provided highlights on the HDC presentation at the last meeting. Lot lines are primarily the Park's responsibility. The HCD does not recognize the term "grandfathering".

8. Legislative Report

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

SB-940 (New Construction and Rent Control) – Limits the time a park owner is allowed to suspend rent control after new construction to ten years. After 10 years, the new spaces become eligible for rent control. Floor vote was delayed due to a COVID-19-related incident. Commission will continue to monitor.

SB-869 (Manager Training) Requires that park managers complete 18 hours of training, take an exam for certification and post proof of certification prominently in a park's common area or risk being fined and a potential suspension of their permit to operate. Passed first committee hearing and is now in the Senate appropriations committee. Commission will continue to monitor.

AB-2031 (Management Complaint Response Procedures) The bill clarifies how MHP managers must response to resident complaints. If written complaint or request is submitted, a meeting must be held within 30 days, and written response provided within ten days of that meeting. Commission will continue to monitor. Provision requiring a 10-day response has been eliminated.

AB-2002 (Prohibits the suspension of a park owner's permit to operate because of a resident's failure to correct HCD violations). New provisions have been added, including one that would establish a state fund to offer residents grants to help repair homes in violation. Commission will continue to monitor.

9. County Counsel Report: No Report

10. Staff Report:

Staff reported that 95% of space fees have been collected to date which amounts to \$72,200 with fees from 2 parks still outstanding. Letters assessing a 10% penalty fee went out to Pleasant Acres MHP and Ranchito MHP the first week of May.

11. Correspondence: None

12. Adjournment

Meeting was adjourned at 10:30 AM.

Submitted by: Kaite McGrew, *Commissions Manager*



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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. CPUC Sub-Metered Tenant Billing Rights
 - 4.5. Soquel Gardens Housing Assistance Payment Contract Termination
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*)
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8. Legislative Report
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Next Meeting Scheduled for: 9:30 to 11:00 AM on Thursday, September 15, 2022

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MOBILE AND MANUFACTURED HOME COMMISSION MEETING MINUTES

DATE: July 21, 2022
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: Kaite McGrew (*Commissions Manager*), Suzanne Yang (*County Counsel*)
GUESTS: Jamie Sehorn (*1st District Analyst*), Jerry Bowles, Michael Smith (*Bay Federal Credit Union*) and 5 members of the public.

1. Call to Order/Roll Call/Agenda Review
Meeting was convened at 9:30 AM.
2. Approve *May 19, 2022 Meeting Minutes*
Motion to approve the May 19, 2022 minutes
Motion/Second: Lerno/Brocklebank
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 approve memo recommending that the rate of return on capital improvements remain at 12%
Motion/Second: Halterman/Lerno
Ayes: Cleveland, Valdez, Halterman, Lerno
Nos: Brocklebank
Motion passed.
 - 4.2. Space Fee Recommendation
Motion to approve memo recommending that the space fee remain at \$38
Motion/Second: Brocklebank/Valdez
Motion passed unanimously.
 - 4.3. CPI Adjustment Letters
Commission reviewed the 2022 letters to park owners specifying the allowable 2023 space rent adjustments for mobile homes and recreational vehicles.
 - 4.4. CPUC Sub-Metered Tenant Billing Rights
Commission reviewed PG&E's one-sheet describing billing rights for sub-metered tenants and providing contact information for various sub-metered tenant matters.

4.5. Soquel Garden Housing Assistance Payment Contract Termination

Commission discussed the recent termination of Santa Cruz County's Housing Assistance Program contract with Soquel Garden Mobile Home Park because of the park's failure to regain an active permit to operate from Housing and Community Development (HCD). Residents in eight units will need to find new housing. Commission will continue to monitor the situation.

5. County Supervisor Report (Sehorn)

5.1. The Board of Supervisors reinstated the SCCC Chapter 13.32.030 rental adjustment petition hearing process which had been suspended in April 2020 in response to the COVID-19 State of Emergency declared by Governor Newsom.

5.2. Supervisor Koenig's office met with the HCD in June to discuss Soquel Gardens MHP. The HCD feels the park owner is making satisfactory progress towards resolution of violations and will not be taking any further enforcement steps. They issued an electrical permit to address electrical issues, the sewage issue is resolved, and the owner is making progress on fire separation issues.

6. Commissioner Reports

6.1. 1st District Report

Brocklebank reported on a variety of matters related to four MHPs since the last meeting including Ranchito MHP, Osocales MHP, Soquel Gardens MHP, and Yacht Harbor Manor.

6.2. 3rd District Report: No report

6.3. 4th District Report:

Valdez reported that sale prices for units are increasing.

6.4. 5th District Report:

Halterman reported on issues related to MPROP program was renamed to be called the MORE Program. The \$100M program provides funds (grants or loans) to help rehab existing mobile homes and remains under the jurisdiction of the HCD who will set it up.

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

Lerno encouraged Commissioners to support the GSMOL as appropriate, either through donations, sharing information about the league, or helping them cut costs by receiving the newsletter electronically.

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

Staff read the following report aloud, as Garza was unable to attend: CPUC Upgrade Program projects continue to be delayed, primarily because of mid-project contractor changes. Frank J. Evans Charitable Foundation Scholarship Foundation will make awards in August. County Counsel will report at the next meeting on whether CPUC Upgrade Program park costs can be passed through to residents as capital improvements.

6.7. 2nd District Report

Cleveland reported that residents at Monterey Vista formed a GSMOL Chapter and held a Fourth of July picnic. Cleveland shared details regarding the upcoming Bruce Stanton Virtual Mobilehome Townhall on Saturday, July 23rd. SB-197 may also allow for mobilehome replacements. Cleveland reported that Aptos Pines MHP sold a mobile home for the highest price yet (\$725K).

7. Central Coast Resident-Owned Parks Report:

Cleveland reported that the next meeting will be held in-person at Sorrento Oaks MHP on August 6, with speaker Michael Freitas providing an overview of water replacement project costs.

8. Legislative Report

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

AB-2031 – (Management Complaint Response Procedures) The bill clarifies how MHP managers must respond to resident complaints. If written complaint or request is submitted, a meeting must be held within 30 days, and written response provided within ten days of that meeting. The bill passed the Senate Committee and is on its way to the Senate Floor. It was amended so it will need to return to its house of origin for a consent vote. If the bill passes by 8/31/22, the Governor will have 30 days to sign it. Commission will continue to monitor.

SB-940 - (New Construction and Rent Control) – Limits the time a park owner is allowed to suspend rent control after new construction to ten years. After 10 years, the new spaces become eligible for rent control. The bill passed the Assembly Housing Committee and is awaiting an Assembly floor vote. . It was amended so it will need to return to its house of origin for a consent vote. If the bill passes by 8/31/22, the Governor will have 30 days to sign it. Commission will continue to monitor.

SB-869 - (Manager Training) Requires that park managers complete 18 hours of training, take an exam for certification and post proof of certification prominently in a park's common area or risk being fined and a potential suspension of their permit to operate. The bill passed the Assembly Housing Committee and will need to go to the Finance Committee. It was amended so it will need to return to its house of origin for a consent vote. If the bill passes by 8/31/22, the Governor will have 30 days to sign it. Commission will continue to monitor.

9. County Counsel Report: No Report

10. Staff Report:

Staff reported that the Commission will be meeting in person in the Sheriff's Community Room for the September meeting. Ranchito MHP has paid the space fees including penalty.

11. Correspondence:

Commission reviewed a letter from Shangri-la Residents Group at Shangri-la MHP.

12. Adjournment

Meeting was adjourned at 10:30 AM.

Submitted by: Kaite McGrew, *Commissions Manager*



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, September 15, 2022

TIME: 9:30 AM to 11:00 AM

LOCATION: Sheriff's Office Community Room, (5200 Soquel 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 *July 21, 2022 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. Consider Advocacy Opportunities for SB-869, AB-2031 and SB-940
 - 4.2. Monterey Vista Rent Increase Report
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, November 17, 2022

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 15, 2022
LOCATION: Sheriff's Office Community Room, (5200 Soquel Avenue, Santa Cruz, CA 95062)
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: Kaite McGrew (*Commissions Manager*)
GUESTS: Jamie Sehorn (*1st District Analyst*), and 4 members of the public.

1. Call to Order/Roll Call/Agenda Review
Meeting was convened at 9:30 AM.
2. Approve July 21, 2022 Meeting Minutes
Motion to approve the July 21, 2022 Minutes
Motion/Second: Brocklebank/ Lerno
Motion passed unanimously.
3. Public Comment
4. New Business/Action Items:
 - 4.1. Consider Advocacy Opportunities for SB-869, AB-2031, and SB-940
Brocklebank provided an update on the status of these bills. All three awaited the Governor's signature. Commission will consider legislative advocacy opportunities during the May meeting each year going forward.
 - 4.2. Monterey Vista Rent Increase Report
Cleveland reported that a fair rent analysis of the park's special rent increase request allowed less than half of the requested \$144/space/month increase, and the park negotiated with residents to prevent an appeal by discounting 50% of the allowable legal fee resident pass through.
5. County Supervisor Report (Sehorn)
 - 5.1. Supervisor Koenig will meet with representatives from Sorrento Oaks MHP to discuss potential resident/park impacts related to the Rail-Trail easement and will follow up with County Public Works and the RTC to discuss potential options.
 - 5.2. Villa Santa Cruz MHP will hold a ribbon cutting for their drought-resistant garden project.
 - 5.3. Both the Space Fee and Fair Rate of Return recommendations were unanimously adopted by the Board of Supervisors.
6. Commissioner Reports
 - 6.1. 1st District Report
Brocklebank reported on a variety of matters related to two MHPs since the last meeting including

Sorrento Oaks MHP and Soquel Gardens MHP. Sorrento Oaks residents are considering requesting concessions related to the Rail-Trail easement. Soquel Gardens residents continue to be overcharged on their readiness-to-serve fees. Commission will discuss the matter at the November meeting. Halterman advised that GSMOL has asked an attorney to provide additional information on implementation of AB-1061.

6.2. 3rd District Report:

Allenbaugh reported that De Anza MHP uses a private water company rather than Santa Cruz City Water and therefore is not required to limit their rates and fees in the same way that public water companies would. However, although their fees are higher, their water rates are lower than Santa Cruz City water rates.

6.3. 4th District Report: No Report

6.4. 5th District Report:

Halterman summarized the MORE Program which provides funds (grants or loans) to help rehab MHPs and individual mobile homes and provides funds to support the conversion of investor-owned parks to resident-owned parks. The plan is projected to be finalized by May 2023 and may be able to begin distributing funds as soon as August 2023.

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

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

Garza reported that the Shoreline property tax pass-through has not yet been resolved because of County Assessor refunds and adjustments have been delayed. The WMA has an upcoming annual convention. Although there were no applicants from Santa Cruz County, the Frank J. Evans Charitable Foundation Scholarship Foundation made sixty-two \$1000 awards across the State.

6.7. 2nd District Report

Cleveland reported that he may be able to assist the resident in the Seacliff MHP with a lot line issue. Full color CalFresh fliers can be printed for MHPs by request. The Jan Beautz Award will be discussed during the November meeting. Issues related to the County's sewer maintenance requirements have impacted mobile home sales. Cleveland will request a letter from County Public Works to clarify that sewer systems in MHPs are under the HCD's jurisdiction.

7. Central Coast Resident-Owned Parks Report:

Cleveland reported on the most recent meeting regarding water replacement project costs.

8. Legislative Report: No Report

9. County Counsel Report: No Report

10. Staff Report: No Report

11. Correspondence:

Commission letters from the Shangri-la Residents Group at Shangri-la MHP, a resident at Seacliff MHP, Staff from the County Department of Weights and Measures, and County Counsel.

12. Adjournment

Meeting was adjourned at 10:44 AM.

Submitted by: Kaite McGrew, *Commissions Manager*



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Notice of Public Meeting and Agenda

DATE: Thursday, November 17, 2022 **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 15, 2022 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. Jan Beautz Award Discussion
5. County Supervisor Report
6. Commissioner Reports
 - 6.1. District 1 (*Brocklebank*)
 - 6.2. District 3 (*Allenbaugh*)
 - 6.3. District 4 (*Valdez*)
 - 6.4. District 5 (*Halterman*)
 - 6.5. Golden State Manufactured Homeowners League (*Lerno*)
 - 6.6. Western Manufactured Housing Communities (*Garza*)
 - 6.7. District 2 (*Cleveland*)
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 19, 2023

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MOBILE AND MANUFACTURED HOME COMMISSION MEETING MINUTES

DATE: November 17, 2022
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: Kaite McGrew (*Commissions Manager*)
GUESTS: Supervisor Koenig (*1st District Supervisor*), Megan Rhodes (*Bay Federal*) and 4 members of the public attended.

1. Call to Order/Roll Call/Agenda Review
Meeting was convened at 9:32 AM.
2. Approve *September 15, 2022 Meeting Minutes*
Minutes amended to correct an error.
Motion to approve the September 15, 2022 Minutes as amended
Motion/Second: Brocklebank/Garza
Ayes: Brocklebank, Cleveland, Allenbaugh, Richard Valdez, Halterman, Garza
Abstain: Lerno
Motion passed unanimously.
3. Public Comment
1 member of the public and two Commissioners provided public comment.
4. New Business/Action Items:
 - 4.1. Jan Beautz Award Discussion
Commission will postpone the Jan Beautz Awards until 2023.
5. County Supervisor Report (Koenig)
 - 5.1. In honor of November being designated Men's Health Awareness Month, Supervisor Koenig shared statistics related to the prevalence of men's mental health issues and increased suicide risk.
 - 5.2. Increased potential resident/park impacts related to the Rail-Trail easement are anticipated if the State awards funding for segments 8, 9, 10, and 11 State in early December.
 - 5.3. Supervisor Koenig updated the Commission on general improvements in District 1 including better bike/pedestrian access, improved parks, increased revenue from short-term occupancy taxes, crosswalks, safety beacons and a pedestrian/bike bridge over Hwy 1.
 - 5.4. The Board of Supervisors is considering new legislation allowing tiny homes and recently reviewed the County's proposed Sustainability Update which will have a significant impact on the District 1 residents as District 1 contains the largest unincorporated urban area in the County.
6. Commissioner Reports
 - 6.1. 1st District Report
Brocklebank reported on a variety of matters related to three MHPs she has been involved in since

the last meeting including Osocales MHP, Sorrento Oaks MHP and Soquel Gardens MHP. Brocklebank will prepare a draft regarding readiness-to-serve fees for consideration at a future meeting.

6.2. 3rd District Report:

Allenbaugh reported that De Anza MHP has no major issues. Brocklebank shared information regarding ongoing expenses related to AED devices in clubhouses including liabilities, maintenance, and training.

6.3. 4th District Report:

Valdez is researching allowable late fees for late space rents.

6.4. 5th District Report:

Halterman reported that the MRL Protection Program (MRLPP) will sunset at the end of 2023 unless extended and a detailed report on the program so far will be available early next year. The HCD's Park Inspection Report is now available. HCD criteria that would flag a park for inspection included volume of resident complaints, interval between inspections, and a lack of permit activity. Of the 14K resident complaints statewide, 13K have been resolved. Of the 500 park complaints statewide, 400 have been resolved.

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

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

Garza reported that the annual WMA convention took place in October. Garza will serve on their education committee and will take an active role in working with park owners on education, particularly regarding fulfillment of upcoming continuing education requirements. A resident shared a flier related to proposed MHP County Code changes. The Shoreline MHP property tax re-assessment is complete and nearly resolved.

6.7. 2nd District Report

Cleveland assisted a Pinto Lakes MHP resident. Commission reviewed the list of parks accepted into the CPUC Master Meter conversion program. The HCD Park Inspection Report cited the most common violations for park owners (unsecured gas meters, inaccessible lot equipment, and live wires) and residents (accumulated garbage, unsupported carports, and storage shed proximity).

7. Central Coast Resident-Owned Parks (ROP) Report:

Cleveland reported that the most recent meeting discussed park management models for ROPs. The next meeting will host a speaker on improved communications between residents and Boards in ROPs.

8. Legislative Report: No Report

9. County Counsel Report: No Report

10. Staff Report: No Report

11. Correspondence: None

12. Adjournment

Meeting was adjourned at 10:27 AM.

Submitted by: Kaite McGrew, *Commissions Manager*