



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

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 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: 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 which allows for an 80% CPI increase and therefore residents can expect an increase of more than \$160 in their space rent.

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*



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Santa Cruz County Mobile and Manufactured Home Commission 2020 - 2021 Biennial Report

1. THE ROLE OF THE COMMISSION

The Mobile and Manufactured Home Commission is an advisory body to the Board of Supervisors on issues affecting the mobile and manufactured home community in Santa Cruz County. As outlined in SCCC Chapter 2.64.050 powers and duties, the Commission was established to:

- a. Study proposed State and Federal legislation relating to mobile home living, and make recommendations regarding such legislation to the Board of Supervisors;
- b. Assess the needs of persons living in mobile homes and make recommendations to the Board on matters under the Board's jurisdiction;
- c. Make recommendations to the Board of Supervisors no later than September 1st of each year pursuant to SCCC 13.32.092;
- d. Consider and advise the Board of Supervisors on other matters related to mobile home living;
- e. Hold meetings in mobile home parks within the County, to increase the ability of interested citizens to participate in the work of the Commission; and
- f. Accept public input on any matter within the jurisdiction of the Commission.

2. MEETINGS DATES, TIME, AND LOCATION

Mobile and Manufactured Home Commission meetings are scheduled for the third Thursday of every other month (January, March, May, July, September, and November), from 9:30 until 11:00 AM. During the reporting period, the Commission met remotely or at the Simpkins Family Swim Center (979 17th Avenue, Santa Cruz, CA 95062) during in-person meetings. The Commission's in-person meeting location will move to the Santa Cruz County Sheriff's Community Room in 2022.

- During 2020, one regularly scheduled meeting was canceled for health and safety reasons during the pandemic immediately following Governor Newsom's initial Stay-at-Home order.
- During 2021, no regularly scheduled meetings were canceled.

3. COMMISSION STRUCTURE

The Mobile and Manufactured Home Commission is composed of seven voting members; one appointed by each of the five County Supervisors to represent their districts, and two at-large seats representing the *Golden State Manufactured Homeowner's League* (GSMOL) and the *Western Manufactured Home Communities Association* (WMA) respectively. Elections for Commission Chair and Vice Chair are held each year during the May regular meeting.

On December 31, 2021, the Mobile and Manufactured Home Commission membership was as follows:

District	Commissioners
1 st District	Jean Brocklebank (Vice Chair)
2 nd District	Henry Cleveland (Chair)
3 rd District	David Allenbaugh
4 th District	Richard Valdez
5 th District	Rick Halterman
Golden State Manufactured Homeowners League (GSMOL)	Carol A. Lerno
Western Manufactured Home Communities Association (WMA)	Charlene Garza

No Commissioners resigned or were replaced during the reporting period. Commissioner Richard Valdez was appointed to the Commission on September 1, 2020. Commissioners Lerno and Garza were reappointed to the Commission on March 9, 2021. Commissioners Brocklebank, Cleveland, and Halterman were reappointed to the Commission on March 23, 2021.

4. COMMISSION STAFF

Kaite McGrew (*Commissions Manager*) staffed the Commission for the entirety of the reporting period.

Between Commissions meetings, County Staff was available by phone, email, or in person for information and referrals. The County EEO Commissions Office is located in the County Government Center (701 Ocean Street, Room 510, Santa Cruz, CA 95060).

5. ATTENDANCE

Please see attached *Mobile and Manufactured Home Commission 2020-2021 Attendance Report*

6. COMMISSION ACTIVITIES AND ACCOMPLISHMENTS

The Commission's priorities and subsequent activities are determined by the Commission's mandate and emerging needs as expressed by the community and identified by the Commissioners.

During the reporting period, the Commission conducted the following business:

- Held eleven publicly noticed meetings either remotely or at the Simpkins Family Swim Center in District 1, where 43 of Santa Cruz County's 86 mobile home parks are located.

- Under the terms of Section 13.32.030(D)(3) of the Santa Cruz County Code, monitored the *San Francisco-Oakland Consumer Price Index – All Urban Consumers Category*, and notified park owners of allowable space rent adjustments via first class mail and on the website.
- Reviewed space fee trust fund income and expenses, and, in both 2020 and 2021, recommended to the Board of Supervisors that the space fee remain at \$38/space per year for both 2021 and 2022 respectively. Deposits from fees collected during the reporting period amounted to \$76,228 in 2020 and \$76,993.70 in 2021.
- Discussed Santa Cruz County Code Chapter 13.32.030(D)(4) reasonable rate of return on capital improvements provision and heard public comment on the matter in both 2020 and 2021.
- Recommended to the Board of Supervisors that the reasonable rate of return for qualified capital improvements remain at 12% for calendar years 2021 and 2022 respectively, to be applied as described in Santa Cruz County Code Chapter 13.32.030(D)(4).
- Recommended to the Board of Supervisors that they amend SCCC Chapter 13.32.070 and 13.32.080 to extend rent control to inherited mobile homes and provide mobile homeowners with the right to challenge unlawful individual rent increases in court.
- Heard concerns from members of the public about issues specific to their parks and consulted individually, in person and on the phone, as appropriate.
- Maintained a website with resources of interest to the mobile and manufactured home community.
- Re-elected Chair Cleveland and Vice Chair Brocklebank in both 2020 and 2021.
- Updated Commission Bylaws to reflect changes in procedure and the Commission's new meeting location for in-person meetings when they resume in 2022.
- Monitored local and trade press coverage of issues related to the mobile and manufactured home community.

During the reporting period, the Commission monitored the following litigation and disputes:

- On April 14, 2020 the Board of Supervisors adopted a resolution suspending the rent stabilization hearing process indefinitely for health and safety reasons because of the COVID-19 pandemic. Although the petition hearing process was suspended, there were 8 new referrals to Senior Legal Services for consultation on issues related to SCCC Chapter 13.32 continued, and several matters were resolved outside of the petition hearing process.
- In January of 2020, before suspension of the hearing process, Shoreline Mobile Home Park residents filed a general rent increase petition disputing the fair rate of return on capital improvements calculation. A hearing date was set for March 2, 2020, but the petition was withdrawn after a settlement conference on February 25, 2020.
- Litigation in the Pinto Lakes lawsuit against the County challenging the Rent Stabilization Ordinance was ongoing. The lawsuit was dismissed in 2018 and the owners appealed the decision. During the reporting period, the demurrer at the trial court level was decided in favor of the County/residents. At the time of this report, the owner has 180 days from the date of service of judgment to appeal the decision.

During the reporting period, the Commission monitored the following State and local legislation impacting the mobile and manufactured home community:

- AB-339 (requiring remote access to the public for all Brown Act meetings)
- AB-361 (allowing Brown Act meetings to be held remotely during emergencies)
- AB-861 (preventing park owners from restricting subletting of mobile homes by tenants in the event that the park is subletting park-owned mobile homes)
- AB-978 (mobile home space rent caps)
- AB-992 (social media communications under Brown Act jurisdiction)
- AB-272 (compensation for mobile homeowners unable to relocate when a MHP closes and closes a rent-control loophole)
- AB-1061 (restrictions on water pass-through)
- AB-2690 Mobilehome parks: local ordinances (removes new construction rent control exemption in areas that have rent control ordinances)
- AB-2782 Mobilehome parks: change of use
- AB-2895 (rent caps for mobile home parks)
- AB-3066: establishing the *Mobile Home Dispute Resolution Fund* administered by HCD to enforce the MRLA
- SB-50 “MORE Homes Act”
- SB-64 (COVID emergency relief)
- SB-915 (emergency relief from mobilehome owners during the COVID-19 pandemic)
- SB-999 (removes long-term lease exemption for rent control)
- SB-1117 master meter customer: electrical or gas services
- SCCC Chapter 13.32 reasonable rate of return on capital improvements provision and public comment on the matter.
- SCCC Chapter 13.32.070 and 13.32.080 amendments to extend rent control to inherited mobile homes and provide mobile homeowners with the right to challenge unlawful individual rent increases in court.

During the reporting period, the Commission monitored the following utilities, services and programs impacting the mobile and manufactured home community:

- 2020 Census outreach efforts and promoted MHP resident participation
- California Coast Resident-Owned Park Association activities
- California Public Utilities Commission (CPUC) activities related to master meter conversions
- CPUC decision requiring new language to protect mobile homeowners in written utility conversion agreements
- Changes to Santa Cruz City water surcharges for Live Oak residents, many of whom live in MHPs
- *Equal Access Santa Cruz Project* (EASC) progress bringing broadband to 263 homes in 7 Soquel and Live Oak MHPs

- Frank J. Evans Charitable Foundation college scholarships awarded to students who live in mobile home parks, including a local student who received a scholarship for the third consecutive year
- Golden State Manufactured-Home Owners League (GSMOL) discounted memberships
- HCD Mobilehome Inspection Program audits in local parks and subsequent outcomes
- HCD *Mobilehome Registration Fee and Tax Waiver Program* implementation
- HCD Mobilehome Residency Law Protection (MRLP) Program and promoted program participation
- Local and State eviction moratoriums and emergency rental assistance resources during the pandemic
- Mobile home park reduction of in congregant amenities (e.g., swimming pools, gyms, community rooms, laundry rooms, etc.) for health and safety reasons, resident concerns and park responses
- Renewal of Senior Citizens Legal Services contract providing legal consultation and representation to MHP residents related to the SCCC Chapter 13.32 petition hearing process
- PG&E Public Safety Power Shutoffs (PSPS) refunds in master meter parks
- PG&E California Alternate Rates for Energy Program (CARE) discounts in master meter parks
- Solar paneling permit criteria and generator specifications for alternate power
- HCD MHP permit-to-operate expirations and rent requirements for residents
- State and local COVID-19 data and County pandemic response efforts including vaccine distribution
- Impact of the CZU Lightning Complex wildfires and County response efforts including the establishment of a County Office of Resource Recover and Resilience
- County preparation for potential debris flow events including evacuation of burn scar areas
- County FY 2021-2023 Operational Plan development
- County Public Works' withdrawal of the camera inspection requirement for sewers in MHPs

During the reporting period, the Commission heard reports and public comment from the following community partners:

- Chair Cleveland and Commissioner Lerno reported on *GSMOL* activities and events.
- Commissioner Garza reported on *WMA* activities.
- Chair Cleveland reported on *Central Coast Resident-Owned Parks* activities and events.
- Commissioner Valdez reported on Watsonville City activities.
- Megan Rhodes (*Bay Federal Credit Union*), Carrie Birkhofer (*Bay Federal Credit Union*) and Richard Cooper (*Santa Cruz Community Credit Union*) offered public comment on proposed amendments to SCCC Chapter 13.32.070 and 13.32.080.
- Sven Stafford (*County Administrative Office Analyst*) reported on the *Santa Cruz County Operational Plan* development and strategies and objectives of interest to the mobile and manufactured home community.

- Grace Blakeslee (*Regional Transportation Commission*) reported on the results of the rail corridor boundary survey and its potential impact on MHP residents whose lots encroach on the corridor.

During the reporting period, the Commission participated in the following special projects:

- Awarded the second and third annual *Jan Beautz Awards* recognizing Jerry Bowles and Will Constantine respectively for their outstanding service and significant contributions to the mobile and manufactured home community in Santa Cruz County

7. FUTURE GOALS AND RECOMMENDATIONS

In 2022-2023, the Mobile and Manufactured Home Commission will endeavor to:

- Monitor issues impacting the Santa Cruz County mobile and manufactured home community and make recommendations to the Board of Supervisors as needed.
- Monitor State and local legislation that impacts the mobile and manufactured home community and make recommendations to the Board of Supervisors as needed.
- Monitor and advocate for affordable housing stock in mobile and manufactured home parks.
- Promote public attendance and participation at Mobile and Manufactured Home Commission meetings.
- Promote awareness of the Commission in the mobile and manufactured home community through community outreach, provision of resources, and holding meetings in mobile home parks throughout the County as appropriate.
- Promote awareness of the Commission through promotion of and participation in special events of interest to the mobile and manufactured home community (e.g., presentation of an annual *Jan Beautz Award*, or HCD mobile office events.)

In 2022-2023, the Mobile and Manufactured Home Commission recommends that the Board of Supervisors take the following actions:

- Continue to provide local policy leadership to foster and sustain affordable housing stock in Santa Cruz County mobile and manufactured home parks.
- Continue to support legislation upholding rent control in Santa Cruz County mobile and manufactured home parks.
- If necessary, pursue litigation to defend local ordinances that protect affordable housing stock in Santa Cruz County mobile and manufactured home parks.

Approved by the *Mobile and Manufactured Home Commission* at the January 20, 2022 regular meeting.

Respectfully submitted on behalf of the *Santa Cruz County Mobile and Manufactured Home Commission*,

Henry Cleveland, *Commission Chair*

January 20, 2022
Date

Jean Brocklebank, *Commission Vice Chair*

January 20, 2022
Date

MOBILE AND MANUFACTURED HOME COMMISSION							
2020 ATTENDANCE REPORT							
District/Supervisor	Commissioner	Jan 2020	Mar 2020	May 2020	July 2020	Sept 2020	Nov 2020
1 st District Supervisor John Leopold	Jean Brocklebank Vice Chair	P	MEETING CANCELED DUE TO COVID-19	P	P	P	P
2 nd District Supervisor Zach Friend	Henry Cleveland Chair	P		P	P	P	P
3 rd District Supervisor Ryan Coonerty	David Allenbaugh	E		P	P	P	P
4 th District Supervisor Greg Caput	Richard Valdez (as of 9/1/2020)	-		-	-	P	P
5 th District Supervisor Bruce McPherson	Rick Halterman	P		P	P	P	P
Golden State Manufactured Homeowners League	Carol A. Lerno	E		P	P	P	P
Western Manufactured Housing Communities Association	Charlene Garza	P		P	P	P	P
Attendance: P=Present A=Absent E=Excused (-) = Not Seated							
2021 ATTENDANCE REPORT							
District/Supervisor	Commissioner	Jan 2021	Mar 2021	May 2021	July 2021	Sept 2021	Nov 2021
1 st District Supervisor Manu Koenig	Jean Brocklebank Vice Chair	P	P	P	P	P	P
2 nd District Supervisor Zach Friend	Henry Cleveland Chair	P	P	P	P	P	P
3 rd District Supervisor Ryan Coonerty	David Allenbaugh	P	P	P	P	E	E
4 th District Supervisor Greg Caput	Richard Valdez	P	A	P	P	P	P
5 th District Supervisor Bruce McPherson	Rick Halterman	P	P	P	P	P	P
Golden State Manufactured Homeowners League	Carol A. Lerno	P	P	P	P	P	P
Western Manufactured Housing Communities Association	Charlene Garza	P	P	E	P	E	P

Submitted:



Kaite McGrew

Commissions Manager

December 31, 2021

Date



Santa Cruz County Mobile and Manufactured Home Commission

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SANTA CRUZ COUNTY MOBILE AND MANUFACTURED HOME COMMISSION'S FINDINGS PURSUANT TO ASSEMBLY BILL 361 AUTHORIZING TELECONFERENCE MEETINGS AS A RESULT OF THE CONTINUING COVID-19 PANDEMIC STATE OF EMERGENCY AND HEALTH OFFICER RECOMMENDATION FOR SOCIAL DISTANCING

WHEREAS, The Santa Cruz County Mobile and Manufactured Home Commission is a legislative body under the Brown Act as defined under Cal. Gov. Code section 54952(b) and Santa Cruz County Code Section 2.38.110; and

WHEREAS, on September 16, 2021, Governor Newsom signed Assembly Bill 361 ("AB 361"), urgency legislation effective immediately, that amended Government Code section 54953 to permit legislative bodies subject to the Brown Act to continue to meet under modified teleconferencing rules provided that they comply with specific requirements set forth in the statute; and,

WHEREAS, pursuant to AB 361 and Cal. Gov. Code section 54953(e)(1)(A), a legislative body may meet under the modified teleconferencing rules during a proclaimed state of emergency, and where local officials have imposed or recommended measures to promote social distancing; and

WHEREAS, on March 4, 2020, Governor Newsom issued a Proclamation of State of Emergency in response to the COVID-19 pandemic, and which remains in effect; and

WHEREAS, on September 30, 2021, Santa Cruz County Public Health Officer Dr. Gail Newel strongly recommended that legislative bodies in Santa Cruz County continue to engage in physical/social distancing by meeting via teleconference as allowed by AB 361 and confirmed that she will regularly review and reconsider this recommendation and notify the public when it is no longer recommended; and

WHEREAS, pursuant to AB 361 and Cal. Gov. Code section 54953(e)(3), within 30 days of the date the legislative body first holding a teleconferenced meeting under the modified rules, and every 30 days thereafter, a legislative body can continue to hold such teleconference meetings provided it has reconsidered the circumstances of the state of emergency and determined either that the state of emergency continues to directly impact the ability of the members to meet safely in person or that local officials continue to recommend measures to promote social distancing; and

WHEREAS, on January 20, 2022, The Santa Cruz County Mobile and Manufactured Home Commission held a teleconference meeting under AB 361; and

WHEREAS, this Santa Cruz County Mobile and Manufactured Home Commission has reconsidered the circumstances of the current state of emergency and finds that the COVID-19 pandemic continues to directly impact the ability of members of the public to participate safely in person and further finds that the Santa Cruz County Public Health Officer continues to recommend measures to promote social distancing; and

WHEREAS, in the interest of public health and safety, and due to the emergency caused by the spread of COVID-19, the Santa Cruz County Mobile and Manufactured Home Commission deems it necessary to utilize the modified teleconferencing rules set forth in AB 361;

NOW, THEREFORE, the Santa Cruz County Mobile and Manufactured Home Commission makes the following findings by a majority vote:

Section 1. The foregoing recitals are true and correct, and adopted as findings of the Santa Cruz County Mobile and Manufactured Home Commission.

Section 2. Effective immediately, and for the next 30 days, the Santa Cruz County Mobile and Manufactured Home Commission will meet via teleconference as authorized under AB 361 and Government Code section 54953(e)(3).

Section 3. No later than thirty (30) days from making today's findings, or at the next scheduled meeting, the Commission will reconsider the circumstances of the COVID-19 state of emergency and, if necessary, adopt subsequent findings to continue holding teleconference meetings in accordance with Government Code section 54953(e)(3).

PASSED AND ADOPTED by the Santa Cruz County Mobile and Manufactured Home Commission in Santa Cruz, State of California, this 20th day of January, 2022, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Henry Cleveland

Chair, Santa Cruz County Mobile and Manufactured Home Commission

ATTEST:

Department Staff

Approved as to Form:

Office of the County Counsel



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November 29, 2021

Santa Cruz County Board of Supervisors
701 Ocean Street, Room 500
Santa Cruz, CA 95060

Re: Rail Corridor Encroachment

Dear Chair McPherson and Members of the Board,

The Mobile and Manufactured Home Commission (MMHC) is concerned about potential impacts to residents of parks adjacent to some of the narrowest segments of the rail corridor right-of-way.

At the November 18, 2021 meeting of the MMHC six members of the commission studied the final boundary survey results for Segment 10 of the rail corridor (located in District 1 and District 2), as presented to the Regional Transportation Commission (RTC) at its October 7, 2021 meeting.

At our invitation, RTC Senior Transportation Planner Grace Blakeslee was available at our meeting to answer questions and provide other information pertinent to agenda item 4.1. Rail Corridor Boundary Survey Report Results and Park Resident Impact Discussion.

Also in attendance were two RTC commissioners, Jacques Bertrand of the City of Capitola and First District Supervisor Manu Koenig. There were other members of the public in attendance, including park residents, who spoke of their concerns about the matter of encroachment and its resolution via the RTC's Policy 7.1 (Leases, Licenses, Encroachments and Rights of Entry on Rail Line ROW).

After hearing the presentations and comments, the MMHC unanimously voted to send this letter to inform you of its concerns.

Three of the four parks (Blue and Gold Star MHP, Castle Mobile Estates, Surf and Sand MHP) are investor-owned parks (e.g. the investors are the property owners). Residents rent space for their homes from the property owner. One park, Tradewinds, is a resident-owned park and the homeowners together own that park property.

The RTC will be negotiating only with the property owners. Simply put, this process leaves the owners of the homes of the three parks in question, who rent a space from the park owner, in the dark.

Our concern is primarily with the residents of the three investor-owned parks. Will they be at the table when the RTC implements Policy 7.1? If not, resolution of the encroachment(s) will exclude those most vulnerable to potential impacts, especially if the homes they own have to be moved. Unfortunately, these homes are not "mobile" as their label implies.

To its credit County Public Works did send a bulk mailing to each resident space in addition to the park owner announcing the Notice Of Preparation of an Environmental Impact Report of this segment with the

December 7, 2021 deadline for comments. However, that notice in no way mentioned the boundary survey results, to alert residents of the RTC's boundary survey results to establish encroachments no matter what will be developed in the corridor in the future, nor of maintenance needs that may also impact the residents in homes immediately adjacent to the Right Of Way (ROW).

Accompanying this letter, are two Appendices:

- The RTC's handy list of links to slides of the final boundary survey results.
- One example of slides (annotated) that show the situation at Castle Mobile Estates (minor) and Blue and Gold Star MHP (major), the park with the greatest encroachment. The annotated numbers are the space numbers on which the homes sit.

Finally, the MMHC reminds your Board that these mobile and manufactured homes are an integral part of the county's affordable housing stock. They cannot be moved out of the ROW to another mobile home park.

Additionally, an alternative requiring that these homes be "moved" eight feet further into the park, resulting in a 15' wide one-way street, would require, at a minimum, trenching to move and/or relocate underground utilities, repaving the narrowed roadway, breaking the homes into two sections, moving the sections, reuniting the sections, with the homeowners storing all of their furnishings and themselves for months, probably a minimum of six months, maybe longer.

We appreciate your consideration of this initial report to you and ask that you do whatever you are able on behalf of mobile and manufactured home park residents.

Respectfully submitted,



Henry Cleveland
Commission Chair



Jean Brocklebank
Commission Vice Chair

Enc: RTC List of Links
Annotated Slide Examples

ATTACHMENT 1:

Links to Santa Cruz Branch Rail Line Boundary Survey Exhibits- San Lorenzo River to Rio Del Mar Boulevard, September 2021

Coastal Rail Trail Segment 9 (San Lorenzo River to 17th Avenue) Boundary Survey Exhibit:

Weblink: <https://sccrtc.org/wp-content/uploads/2021/09/1230-07-RC20-ROW-MAP-09-1.pdf>

Coastal Rail Trail Segment 10 (17th Avenue to 47th Avenue) Boundary Survey Exhibit:

Weblink: <https://sccrtc.org/wp-content/uploads/2021/09/1230-07-RC20-ROW-MAP-10.pdf>

Coastal Rail Trail Segment 11 (47th Avenue to State Park Drive) Boundary Survey Exhibit:

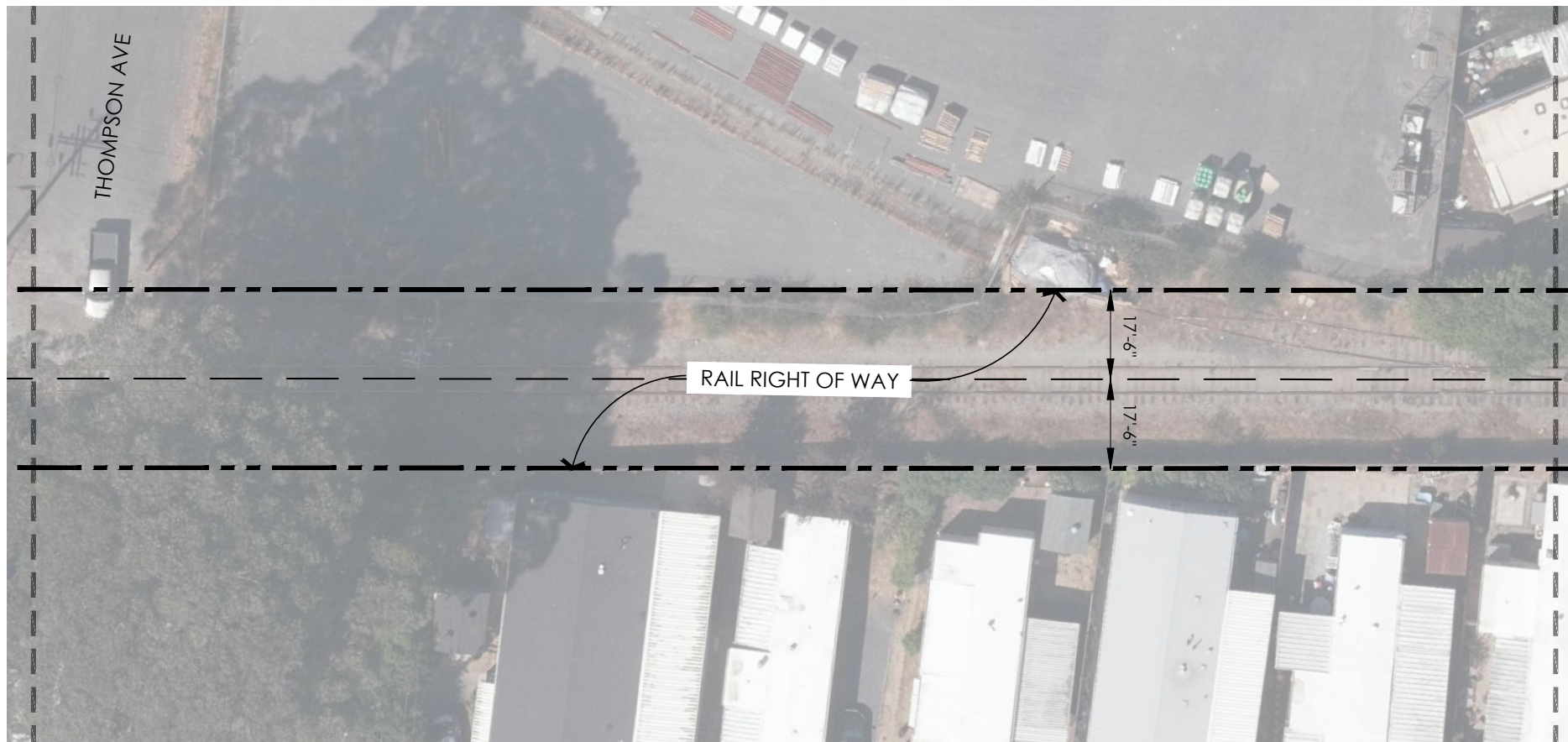
Web link: <https://sccrtc.org/wp-content/uploads/2021/09/1230-07-RC20-ROW-MAP-11.pdf>

Coastal Rail Trail Segment 12 (State Park to Rio Del Mar Boulevard) Boundary Survey Exhibit:

Web link: <https://sccrtc.org/wp-content/uploads/1230-07-RC20-ROW-MAP-12.pdf>

MATCHLINE, SEE SHEET 2.14

MATCHLINE, SEE SHEET 2.16

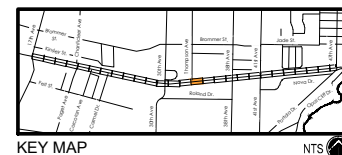


LEGEND

SYMBOL	DESCRIPTION
---	RIGHT OF WAY
---	RAIL CENTERLINE

NOTE: ADJACENT PARCEL BOUNDARIES ARE APPROXIMATE BASED ON COUNTY GIS DATA.

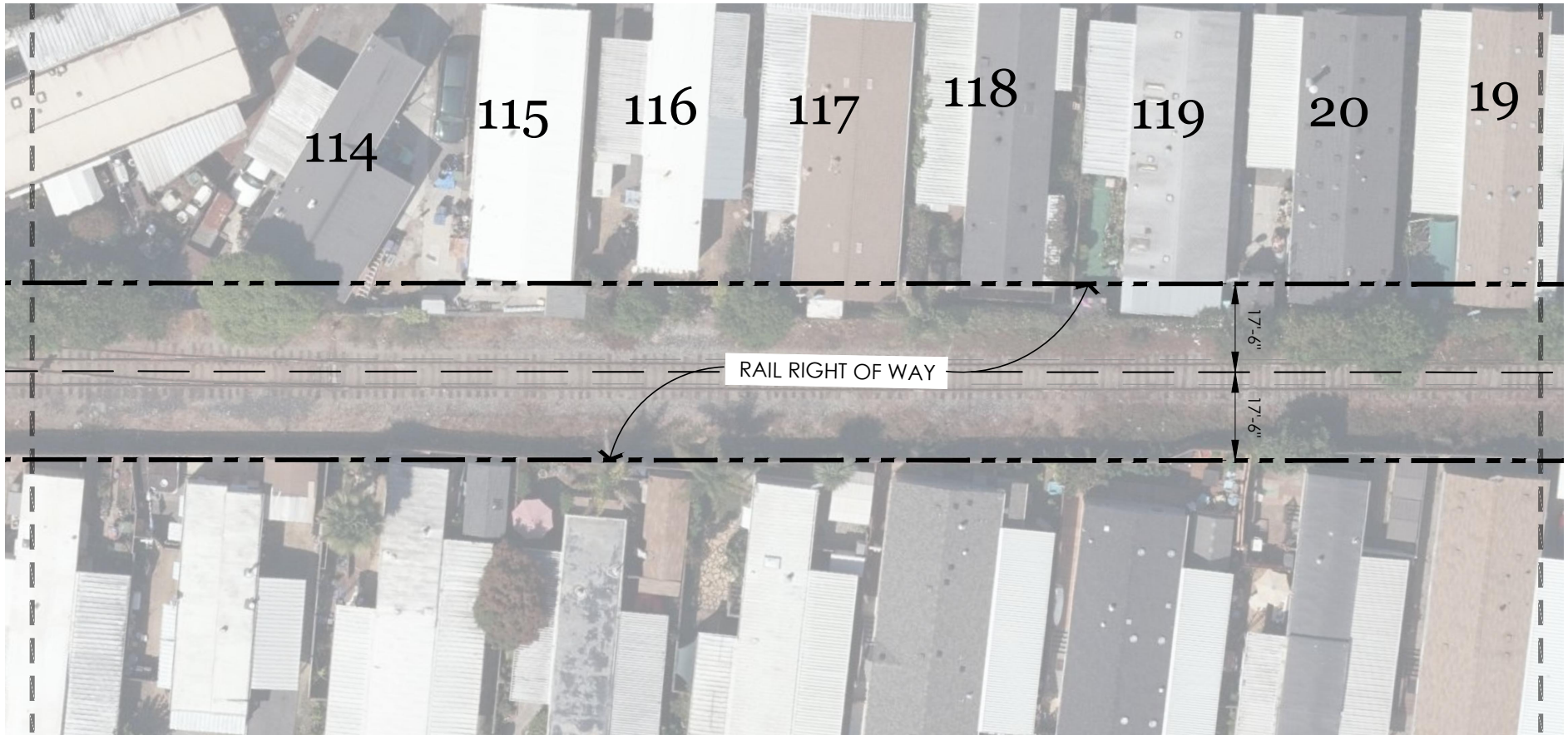
CASTLE MOBILE ESTATES



Rail Trail Segment 10 - 17th Ave to 47th Ave R.O.W.

Sheet 2.15
September 2021





MATCHLINE, SEE SHEET 2.15

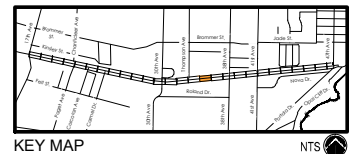
MATCHLINE, SEE SHEET 2.17

LEGEND

SYMBOL	DESCRIPTION
---	RIGHT OF WAY
---	RAIL CENTERLINE

NOTE: ADJACENT PARCEL BOUNDARIES ARE APPROXIMATE BASED ON COUNTY GIS DATA.

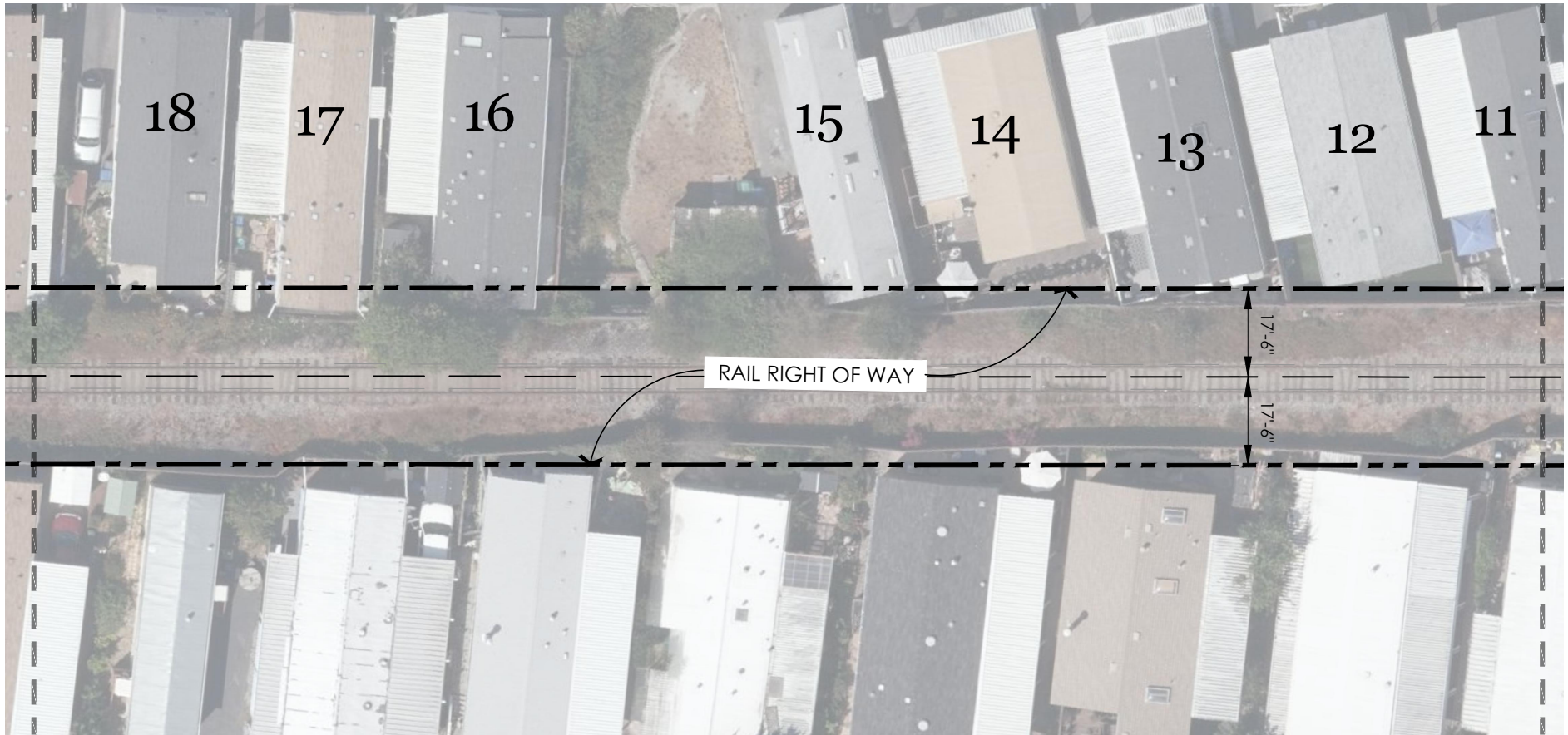
Top = Blue & Gold Star MHP
Bottom = Castle Mobile Estates



Rail Trail Segment 10 - 17th Ave to 47th Ave R.O.W.

Sheet 2.16
September 2021

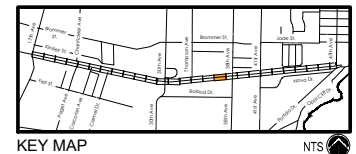




LEGEND	
SYMBOL	DESCRIPTION
---	RIGHT OF WAY
---	RAIL CENTERLINE

NOTE: ADJACENT PARCEL BOUNDARIES ARE APPROXIMATE BASED ON COUNTY GIS DATA.

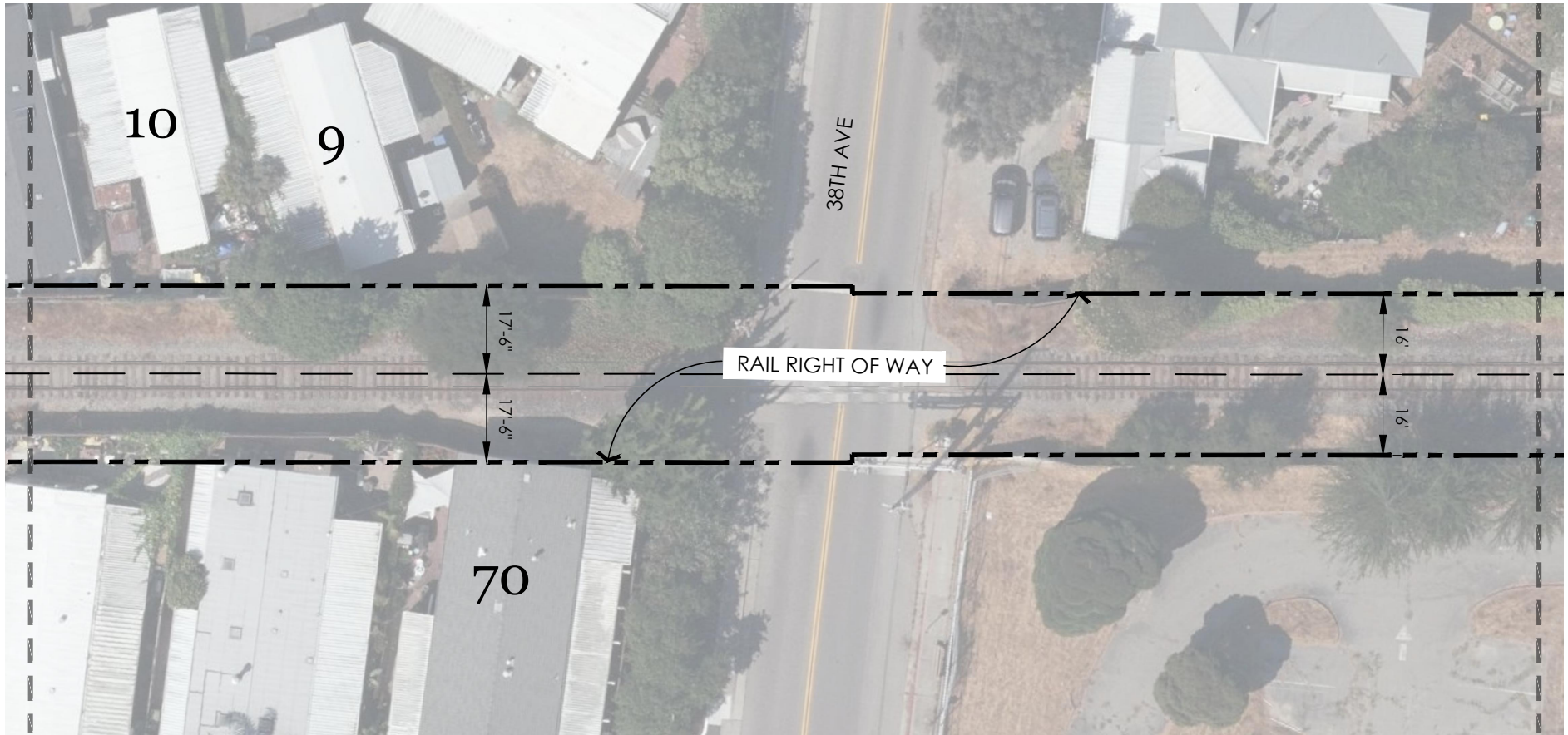
Top (north) = Blue & Gold MHP
Bottom (south) = Castle Mobile Estates



Rail Trail Segment 10 - 17th Ave to 47th Ave R.O.W.

Sheet 2.17
September 2021





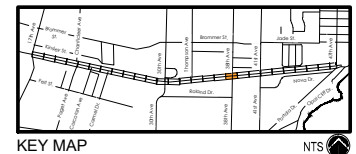
LEGEND

SYMBOL	DESCRIPTION
---	RIGHT OF WAY
---	RAIL CENTERLINE

NOTE: ADJACENT PARCEL BOUNDARIES ARE APPROXIMATE BASED ON COUNTY GIS DATA.

Top = Blue & Gold

Bottom (with #70) = Castle Mobile Estates



Rail Trail Segment 10 - 17th Ave to 47th Ave R.O.W.

Sheet 2.18
September 2021



Contract No. _____

INDEPENDENT CONTRACTOR AGREEMENT
(NON-PROFIT)

This Contract, which is effective on the date it is fully executed, is between the **COUNTY OF SANTA CRUZ**, hereinafter called COUNTY, and **SENIOR CITIZEN'S LEGAL SERVICES**, hereinafter called "SCLS" or CONTRACTOR. The parties agree as follows:

1. DUTIES. CONTRACTOR agrees to exercise special skill to accomplish the following results: provide legal services for Santa Cruz County residents of mobile home spaces located in unincorporated areas as set forth in **Exhibit A: Purpose and Scope of Work** attached hereto and incorporated by reference. The services shall be performed at all times by qualified personnel. COUNTY reserves the right to request CONTRACTOR provide information about the qualifications and performance of its personnel performing services under this Contract.

2. COMPENSATION. In consideration for CONTRACTOR accomplishing said result, COUNTY agrees to pay CONTRACTOR as follows: fees calculated on the basis of actual hours of services performed and in accordance with CONTRACTOR's hourly rates as set forth in **Exhibit B: Budget and Compensation** attached hereto and incorporated by reference.

Total compensation under this contract shall not exceed twenty thousand dollars (\$20,000) per year without a written amendment to this Contract. Fees will be paid after receipt and COUNTY approval of quarterly invoices based upon the number of actual hours worked during the preceding quarter.

3. TERM. The term of this Contract shall be: **January 1, 2022 through June 30, 2023**. If this Contract is placed on the County's Continuing Agreement List before the Contract term expires, the parties agree to extend the terms and conditions of the Contract as set forth herein, and as reflected in any executed amendment hereto, until the Contract is thereafter terminated.

4. EARLY TERMINATION. Either party hereto may terminate this Contract at any time by giving thirty (30) days' written notice to the other party.

5. INDEMNIFICATION FOR DAMAGES, TAXES AND CONTRIBUTIONS. CONTRACTOR shall exonerate, indemnify, defend, and hold harmless COUNTY (which for the purpose of paragraphs 5 and 6 shall include, without limitation, its officers, agents, employees and volunteers) from and against:

A. Any and all claims, demands, losses, damages, defense costs, or liability of any kind or nature which COUNTY may sustain or incur or which may be imposed upon it for injury to or death of persons, or damage to property as a result of, arising out of, or in any manner connected with the CONTRACTOR'S performance under the terms of this Contract, excepting any liability arising out of the sole negligence of the COUNTY. Such indemnification includes any damage to the person(s), or property(ies) of CONTRACTOR and third persons.

B. Any and all Federal, State, and Local taxes, charges, fees, or contributions required to be paid with respect to CONTRACTOR and CONTRACTOR'S officers, employees and agents engaged in the performance of this Contract (including, without limitation, unemployment insurance, social security and payroll tax withholding).

6. INSURANCE. CONTRACTOR, at its sole cost and expense, for the full term of this Contract (and any extensions thereof), shall obtain and maintain, at minimum, compliance with all of the following insurance coverage(s) and requirements. Such insurance coverage shall be primary coverage as respects COUNTY and any insurance or self-insurance maintained by COUNTY shall be considered in excess of CONTRACTOR'S insurance coverage and shall not contribute to it. If CONTRACTOR normally carries insurance in an amount greater than the minimum amount required by the COUNTY for this Contract, that greater amount shall become the minimum required amount of insurance for purposes of this Contract. Therefore, CONTRACTOR hereby acknowledges and agrees that any and all insurances carried by it shall be deemed liability coverage for any and all actions it performs in connection with this Contract.

If CONTRACTOR utilizes one or more subcontractors in the performance of this Contract, CONTRACTOR shall obtain and maintain Contractor's Protective Liability insurance as to each subcontractor or otherwise provide evidence of insurance coverage from each subcontractor equivalent to that required of CONTRACTOR in this Contract, unless CONTRACTOR and COUNTY both initial here / ____.

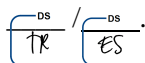
A. Types of Insurance and Minimum Limits

(1) Workers' Compensation Insurance in the minimum statutorily required coverage amounts. This insurance coverage shall be required unless the CONTRACTOR has no employees and certifies to this fact by initialing here _____.

(2) Automobile Liability Insurance for each of CONTRACTOR'S vehicles used in the performance of this Contract, including owned, non-owned (e.g. owned by CONTRACTOR'S employees), leased or hired vehicles, in the minimum amount of \$500,000 combined single limit per occurrence for bodily injury and property damage. This insurance coverage is required unless the CONTRACTOR does not drive a vehicle in conjunction with any part of the performance of this Contract and CONTRACTOR and COUNTY both certify to this fact by initialing here ____ / ____.

(3) Comprehensive or Commercial General Liability Insurance coverage at least as broad as the most recent ISO Form CG 00 01 with a minimum limit of \$1,000,000 per occurrence, and \$2,000,000 in the aggregate, including coverage for: (a) products and completed operations, (b) bodily and personal injury, (c) broad form property damage, (d) contractual liability, and (e) cross-liability.

(4) Professional Liability Insurance in the minimum amount of \$ 1,000,000 combined single limit, if, and only if, this Subparagraph is initialed by CONTRACTOR and COUNTY

 /

B. Other Insurance Provisions

(1) If any insurance coverage required in this Contract is provided on a "Claims Made" rather than "Occurrence" form, CONTRACTOR agrees that the retroactive date thereof shall be no later than the date first written above (in the first paragraph on page 1), and that it shall maintain the required coverage for a period of three (3) years after the expiration of this Contract (hereinafter "post Contract coverage") and any extensions thereof. CONTRACTOR may maintain the required post Contract coverage by renewal or purchase of prior acts or tail coverage. This provision is contingent upon post Contract coverage being both available and reasonably affordable in relation to the coverage provided during the term of this Contract. For purposes of interpreting this requirement, a cost not

exceeding 100% of the last annual policy premium during the term of this Contract in order to purchase prior acts or tail coverage for post Contract coverage shall be deemed to be reasonable.

(2) All policies of Comprehensive or Commercial General Liability Insurance shall be endorsed to cover the County of Santa Cruz, its officials, employees, agents and volunteers as additional insureds with respect to liability arising out of the work or operations and activities performed by or on behalf of CONTRACTOR, including materials, parts or equipment furnished in connection with such work or operations. Endorsements shall be at least as broad as ISO Form CG 20 10 11 85, or both CG 20 10 10 01 and CG 20 37 10 01, covering both ongoing operations and products and completed operations.

(3) All required insurance policies shall be endorsed to contain the following clause: "This insurance shall not be canceled until after thirty (30) days' prior written notice (10 days for nonpayment of premium) has been given to:

Santa Cruz County
Personnel Department
Attn: Katherine McGrew
701 Ocean Street, 510
Santa Cruz, CA 95060

Should CONTRACTOR fail to obtain such an endorsement to any policy required hereunder, CONTRACTOR shall be responsible to provide at least thirty (30) days' notice (10 days for nonpayment of premium) of cancellation of such policy to the COUNTY as a material term of this Contract.

(4) CONTRACTOR agrees to provide its insurance broker(s) with a full copy of these insurance provisions and provide COUNTY on or before the effective date of this Contract with Certificates of Insurance and endorsements for all required coverages. However, failure to obtain the required documents prior to the work beginning shall not waive the CONTRACTOR's obligation to provide them. All Certificates of Insurance and endorsements shall be delivered or sent to:

Santa Cruz County
Personnel Department
Attn: Katherine McGrew
701 Ocean Street, 510
Santa Cruz, CA 95060

(5) CONTRACTOR hereby grants to COUNTY a waiver of any right of subrogation which any insurer of said CONTRACTOR may acquire against the COUNTY by virtue of the payment of any loss under such insurance. CONTRACTOR agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the COUNTY has received a waiver of subrogation endorsement from the insurer.

7. EQUAL EMPLOYMENT OPPORTUNITY. During and in relation to the performance of this Contract, CONTRACTOR agrees as follows:

A. The CONTRACTOR shall not discriminate against any employee or applicant for employment because of race, color, creed, religion, national origin, ancestry, physical or mental disability, medical condition (including cancer-related and genetic characteristics), marital status, sexual orientation, age (over 18), veteran status, gender, pregnancy, or any other non-merit factor unrelated to job duties. Such action shall include, but not be limited to, the following: recruitment, advertising, layoff or

termination, rates of pay or other forms of compensation, selection for training (including apprenticeship), employment, upgrading, demotion, or transfer. The CONTRACTOR agrees to post in conspicuous places, available to employees and applicants for employment, notice setting forth the provisions of this non-discrimination clause.

B. If this Contract provides compensation in excess of \$50,000 to CONTRACTOR and if CONTRACTOR employs fifteen (15) or more employees, the following requirements shall apply:

(1) The CONTRACTOR shall, in all solicitations or advertisements for employees placed by or on behalf of the CONTRACTOR, state that all qualified applicants will receive consideration for employment without regard to race, color, creed, religion, national origin, ancestry, physical or mental disability, medical condition (including cancer-related and genetic characteristics), marital status, sexual orientation, age (over 18), veteran status, gender, pregnancy, or any other non-merit factor unrelated to job duties. Such action shall include, but not be limited to, the following: recruitment; advertising, layoff or termination, rates of pay or other forms of compensation, selection for training (including apprenticeship), employment, upgrading, demotion, or transfer. In addition, the CONTRACTOR shall make a good faith effort to consider Minority/Women/Disabled Owned Business Enterprises in CONTRACTOR'S solicitation of goods and services. Definitions for Minority/Women/Disabled Owned Business Enterprises are available from the COUNTY General Services Purchasing Division.

(2) In the event of the CONTRACTOR'S non-compliance with the non-discrimination clauses of this Contract or with any of the said rules, regulations, or orders said CONTRACTOR may be declared ineligible for further contracts with the COUNTY.

(3) The CONTRACTOR shall cause the foregoing provisions of subparagraphs 7B(1) and 7B(2) to be inserted in all subcontracts for any work covered under this Contract by a subcontractor compensated more than \$50,000 and employing more than fifteen (15) employees, provided that the foregoing provisions shall not apply to contracts or subcontracts for standard commercial supplies or raw materials.

8. INDEPENDENT CONTRACTOR STATUS. CONTRACTOR and COUNTY have reviewed and considered the principal test and secondary factors below and agree that CONTRACTOR is an independent contractor and not an employee of COUNTY. CONTRACTOR is responsible for all insurance (workers' compensation, unemployment, etc.) and all payroll related taxes. CONTRACTOR is not entitled to any employee benefits. COUNTY agrees that CONTRACTOR shall have the right to control the manner and means of accomplishing the result contracted for herein.

PRINCIPAL TEST: The CONTRACTOR rather than COUNTY has the right to control the manner and means of accomplishing the result contracted for.

SECONDARY FACTORS: (a) The extent of control which, by agreement, COUNTY may exercise over the details of the work is slight rather than substantial; (b) CONTRACTOR is engaged in a distinct occupation or business; (c) In the locality, the work to be done by CONTRACTOR is usually done by a specialist without supervision, rather than under the direction of an employer; (d) The skill required in the particular occupation is substantial rather than slight; (e) The CONTRACTOR rather than the COUNTY supplies the instrumentalities, tools and work place; (f) The length of time for which CONTRACTOR is engaged is of limited duration rather than indefinite; (g) The method of payment of CONTRACTOR is by the job rather than by the time; (h) The work is part of a special or permissive activity, program, or project, rather than part of the regular business of COUNTY; (i) CONTRACTOR and COUNTY believe they are creating an independent contractor relationship rather than an employer-employee relationship; and (j) The COUNTY conducts public business.

It is recognized that it is not necessary that all secondary factors support creation of an independent contractor relationship, but rather that overall there are significant secondary factors that indicate that CONTRACTOR is an independent contractor.

By their signatures on this Contract, each of the undersigned certifies that it is his or her considered judgment that the CONTRACTOR engaged under this Contract is in fact an independent contractor.

9. NONASSIGNMENT. CONTRACTOR shall not assign the Contract without the prior written consent of the COUNTY.

10. ACKNOWLEDGMENT. CONTRACTOR shall acknowledge in all reports and literature that the Santa Cruz County Board of Supervisors has provided funding to the CONTRACTOR.

11. RETENTION AND AUDIT OF RECORDS. CONTRACTOR shall retain records pertinent to this Contract for a period of not less than five (5) years after final payment under this Contract or until a final audit report is accepted by COUNTY, whichever occurs first. CONTRACTOR hereby agrees to be subject to the examination and audit by the Santa Cruz County Auditor-Controller-Treasurer-Tax Collector, the Auditor General of the State of California, or the designee of either for a period of five (5) years after final payment under this Contract.

12. PRESENTATION OF CLAIMS. Presentation and processing of any or all claims arising out of or related to this Contract shall be made in accordance with the provisions contained in Chapter 1.05 of the Santa Cruz County Code, which by this reference is incorporated herein.

13. ATTACHMENTS. Should a conflict arise between the language in the body of this Contract and any attachment to this Contract, the language in the body of this Contract controls. This Contract includes the following attachments:

- **Exhibit A: Purpose and Scope of Work**
- **Exhibit B: Budget and Compensation**

14. LIVING WAGE. This Contract is covered under Living Wage provisions if this section is initialed by COUNTY_____.

If Item # 14 above is initialed by COUNTY, then this Contract is subject to the provisions of Santa Cruz County Code Chapter 2.122, which requires payment of a living wage to covered employees (per County Code Chapter 2.122.050, non-profit contractors are exempt from the living wage rate requirement of this chapter, but are not exempt from, and must adhere to, the “non-wage” related requirements of County Code Chapter 2.122.100, 2.122.130, and 2.122.140, as well as all other applicable portions of County Code Chapter 2.122). Non-compliance with these Living Wage provisions during the term of the Contract will be considered a material breach, and may result in termination of the Contract and/or pursuit of other legal or administrative remedies.

CONTRACTOR agrees to comply with Santa Cruz County Code section 2.122.140, if applicable.

15. NON-PROFIT CONTRACTOR MISCELLANEOUS REQUIREMENTS. The following requirements shall be met, in addition to any other requirements of this Contract:

- A. **WEB LINKS** – If a non-profit CONTRACTOR has an organizational web site, it shall be a requirement of this Contract to provide links to the HelpSCC (www.helpscc.org), Santa Cruz County Government (www.co.santa-cruz.ca.us), and Workforce Santa Cruz County (www.workforcescc.com) web sites.

16. MONITORING PROGRAM FOR 501(c)(3) NONPROFIT AGENCIES. Each of the following requirements shall be met, in addition to any other requirements of this Contract.

- A. Within 180 days of the end of each of the CONTRACTOR'S fiscal years occurring during the term of this Contract, the CONTRACTOR shall provide the Contract Administrator with two copies of Financial Statements relating to the entirety of the CONTRACTOR'S operations. Financial statements normally include: (1) a Statement of Financial Position or Balance Sheet; (2) a Statement of Activities or Statement of Revenues and Expenses; (3) a Cash Flow Statement; and (4) a Statement of Functional Expenses. The Contract Administrator will forward one copy of the financial statements to the Santa Cruz County Auditor-Controller-Treasurer-Tax Collector ("ACTTC").
 - (1) For the purposes of this paragraph, "CONTRACTOR'S fiscal year" shall be that period the CONTRACTOR utilizes for its annual budget cycle.
 - (2) The Contract Administrator with concurrence of the ACTTC may agree to extend the deadline for the Financial Statements required by this paragraph.
- B. In the sole discretion of the County, the requirements of this paragraph may be exempted where the Contract Administrator and the ACTTC ascertain that such reporting is not essential, and both certify to its inapplicability by initialing here ____ (Aud); ____ (CA).
- C. The CONTRACTOR shall make a good faith effort to provide the Contract Administrator with timely notice of any event or circumstance that materially impairs the CONTRACTOR'S financial position or substantially interferes with the CONTRACTOR'S ability to offer the services it has agreed to provide as set forth in this Contract. The Contract Administrator shall notify the ACTTC of any impairment upon being notified by the contractor.
- D. For audit authority of the ACCTC refer to the paragraph on "Retention and Audit of Records."

17. NON-BINDING UNTIL APPROVED. Regardless of whether this Contract has been signed by all parties, if the total compensation identified in Paragraph 2 of this Contract is greater than \$100,000, this Contract is not binding on any party until the Contract has been approved by the Santa Cruz County Board of Supervisors.

18. MISCELLANEOUS. This written Contract, along with any attachments, is the full and complete integration of the parties' agreement forming the basis for this Contract. The parties agree that this written Contract supersedes any previous written or oral agreements between the parties, and any modifications to this Contract must be made in a written document signed by all parties. The unenforceability, invalidity or illegality of any provision(s) of this Contract shall not render the other provisions unenforceable, invalid or illegal. Waiver by any party of any portion of this Contract shall not constitute a waiver of any other portion thereof. Any arbitration, mediation, or litigation arising out of this Contract shall occur only in the County of Santa Cruz, notwithstanding the fact that one of the contracting parties may reside outside of the County of Santa Cruz. This Contract shall be governed by, and interpreted in accordance with, California law.

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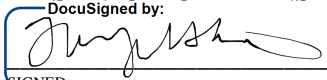
SIGNATURE PAGE

Contract No. _____

INDEPENDENT CONTRACTOR AGREEMENT
(NON-PROFIT)

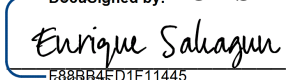
IN WITNESS WHEREOF, the parties hereto have set their hands the day and year first above written.

2. SENIOR CITIZENS' LEGAL SERVICES

By:  _____
SIGNED 52C1E7C55C3446D...

Tanya Rudino, Executive Director
PRINTED

4. COUNTY OF SANTA CRUZ

By:  _____
SIGNED F88B84ED1F11445...

Enrique Sahagun
PRINTED

Company Name: Senior Citizens' Legal Services

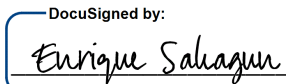
Address: 501 Soquel Ave. # F

Santa Cruz, CA 95062


Telephone: (831) 426-8824

Email: tridino@seniorlegal.org

3. APPROVED AS TO INSURANCE:

 _____
SIGNED F88B84ED1F11445...
Risk Management

1. APPROVED AS TO FORM:

 _____
SIGNED 8D346988ED404F9...
Office of the County Counsel

DISTRIBUTION:

- Melodye Serino, County Administrative Office
- Katherine McGrew, Commissions Coordinator
- Auditor-Controller-Treasurer-Tax Collector
- Risk Management
- Contractor

Contract No: _____

Exhibit A: Purpose and Scope of Work – Jan. 2022 to June 2023

SENIOR CITIZENS' LEGAL SERVICES – MOBILE HOME COMMISSION

EXHIBIT "A": PURPOSE AND SCOPE OF WORK

A. Purpose of Agreement:

Santa Cruz County Code (SCCC) section 13.32.110 authorizes the collection of a space fee imposed upon each mobile home space subject to the provisions of SCCC Chapter 13.32 for several purposes, including providing an administrative hearing process as established and described in that ordinance.

The COUNTY desires to provide for legal services to be available to residents of mobile home spaces who are pursuing administrative remedies pursuant to the provisions of SCCC Chapter 13.32.

CONTRACTOR has qualified personnel and is willing and able to provide said legal services for the COUNTY for the consideration and upon the terms as set forth below and within this agreement.

CONTRACTOR and COUNTY previously contracted for substantially same or similar legal services, most recently pursuant to an agreement dated July 1, 2016, and which expires on December 31, 2021. Prior to this most recent agreement, a similar agreement existed from July 3, 1997, and expired on June 30, 2016.

B. Scope of Work:

1. **Nature of Work:** Upon referral by COUNTY, CONTRACTOR shall provide the following legal services, at no charge, to all mobile home park residents, regardless of their age, who reside within the unincorporated areas of the County of Santa Cruz:
 - A. Up to fifteen (15) hours of legal representation to each group of mobilehome park residents who seek to challenge their **General Rent** Increase notices under the provisions of the Mobile home Rent Adjustment Ordinance, as described in SCCC 13.32.030. Said representation may include, but not be limited to, preparing for and attending meet and confer conferences and General Rent Adjustment administrative hearings.
 - B. Up to twenty (20) hours of legal representation to each group of mobilehome park residents who seek to challenge their **Special Rent** Increase notices under the provisions of the Mobile home Rent Adjustment Ordinances, as described in SCCC 13.32.040. Said representation may include, but not be limited to preparing for and attending meet and confer conferences and general rent adjustment administrative hearings.
 - C. Up to five (5) hours of advisory services to an individual resident or group of residents regarding the provisions of the Mobilehome Rent Adjustment Ordinance as set forth in SCCC Chapter 13.32, or for the purposes of determining and advising whether an inquiry from a resident or group of residents relates to the Mobilehome Rent Adjustment Ordinance. Said advisory services shall include, but not be limited to, responding to residents' inquiries by telephone or in writing and communicating to mobilehome park owners and managers by telephone or in writing on behalf of residents.

- D. Services rendered to mobilehome park residents NOT compensated under this Contract include but are not limited to: lobbying at the Federal or State level, the preparation and/or maintenance of civil lawsuits, and the defense of unlawful detainer actions. COUNTY may, at its option, engage COUNTRACTOR for extra work including but not limited to said excluded services by separate contract or written amendment of this Contract.
2. **Services and Personnel:** All legal services under this contract shall be performed at all times by qualified personnel. COUNTY reserves the right to request that CONTRACTOR provide information about the qualifications and performance of its personnel performing services under this Contract. The COUNTY reserves the right to request a meeting with CONTRACTOR to review SCLS's performance of services at any time.

C. Additional Terms and Conditions:

1. **No Authority to Bind the County:** It is understood that CONTRACTOR, in its performance of any and all duties under this Agreement, has no authority to bind County to any other agreements, undertakings, or promises of any kind with respect to any and all persons or entities with whom SCLS deals or interacts in its normal course of its business or in services rendered to mobile home residents under this agreement.
2. **Non-Disclosure of Information:** CONTRACTOR shall not disclose, except as required by law or by court order, any personal or client information relating to legal services provided to mobile home residents under this agreement without express written consent of County. SCLS employees shall also follow all confidential and ethical rules of legal representation as required under the California Rules of Professional Conduct as established by the State Bar of California.
3. **Return of Documents and Client Files:** In the event that the agreement is terminated, SCLS shall immediately return to County all papers, documents, and any other related documents to the County, and shall transfer all client files relating to services provided to mobile home park residents to the County within a reasonable time, but not to exceed (60) Days after the effective date of termination.

Contract No. _____

Exhibit B: Budget and Compensation – Jan. 2022 to June 2023

SENIOR CITIZENS' LEGAL SERVICES – MOBILE HOME COMMISSION

EXHIBIT "B": BUDGET AND COMPENSATION

A. Budget and Compensation:

1. The hourly rate for all services performed under this Contract shall be: **One hundred twenty five dollars and no cents (\$125.00)**, unless modified by written agreement.
2. Fees shall be calculated on the basis of actual hours of services performed within the scope of this agreement. Fees will be paid after receipt and County approval of quarterly invoices based upon the number of actual hours worked during the preceding quarter, as described below.
3. The total compensation for work performed shall not exceed \$20,000, unless modified by a written agreement.

B. Referrals:

1. CONTRACTOR will be compensated for services only if CONTRACTOR first receives a referral from COUNTY in the form designated by COUNTY requesting CONTRACTOR perform services hereunder.
2. COUNTY will alert CONTRACTOR of any need for immediate action or deadlines for action, if known, but CONTRACTOR shall be ultimately responsible for the performance of the services including meeting any legal or other deadlines for action.
3. CONTRACTOR shall acknowledge receipt of all referrals from COUNTY within three (3) business days, shall designate a number or means of tracking each referral, and shall retain a copy of the referral and return a copy to COUNTY.
4. CONTRACTOR will also provide verbal or written information about the status of any referred matter to COUNTY within a reasonable time of COUNTY's request.

C. Invoices:

1. CONTRACTOR shall invoice COUNTY no less than quarterly, on or before each of March 15, 2022, June 15, 2022, September 15, 2022, December 15, 2022, March 15, 2023, and June 15, 2023.
2. Each invoice shall set forth the matters worked on, number of hours of services performed for each matter, the hourly rates in accordance with this Contract and the total payable to CONTRACTOR. Invoices must be approved by COUNTY prior to payment.
3. As a condition of payment of any invoice, CONTRACTOR shall be responsible to provide a written report to COUNTY with each invoice regarding the status of all open referred matters and any referred matter which has been closed since the preceding report.
4. Invoices, reports, and other written documentation should be sent to Katherine.McGrew@santacruzcounty.us.



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

Scheduled Meetings

Unless otherwise specified, regularly scheduled Mobile and Manufactured Home Commission meetings are generally held as follows:

DAY: Third (3rd) Thursday
MONTH: Every other month (January, March, May, July, September, and November)
TIME: 9:30 AM – 11:00 AM
LOCATION: Sheriff's Community Room **(unless meeting is held remotely)****
5200 Soquel Avenue, Santa Cruz, CA 95062

Changes to the schedule, including special meetings, changes of location, or meeting cancellations, **will be listed on the website** at www.sccmmhc.org as soon as the information becomes available. Agendas will be posted 72 hours in advance of each meeting.

2022 MEETING DATES		
DATE	TIME	LOCATION
January 20, 2022	9:30 – 11:00 AM	Remote
March 17, 2022	9:30 – 11:00 AM	To Be Determined
May 19, 2022	9:30 – 11:00 AM	To Be Determined
July 21, 2022	9:30 – 11:00 AM	To Be Determined
September 15, 2022	9:30 – 11:00 AM	To Be Determined
November 17, 2022	9:30 – 11:00 AM	To Be Determined



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, 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.

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 *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

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 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 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*



Santa Cruz County Mobile and Manufactured Home Commission

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SANTA CRUZ COUNTY MOBILE AND MANUFACTURED HOME COMMISSION'S FINDINGS PURSUANT TO ASSEMBLY BILL 361 AUTHORIZING TELECONFERENCE MEETINGS AS A RESULT OF THE CONTINUING COVID-19 PANDEMIC STATE OF EMERGENCY AND HEALTH OFFICER RECOMMENDATION FOR SOCIAL DISTANCING

WHEREAS, The Santa Cruz County Mobile and Manufactured Home Commission is a legislative body under the Brown Act as defined under Cal. Gov. Code section 54952(b) and Santa Cruz County Code Section 2.38.110; and

WHEREAS, on September 16, 2021, Governor Newsom signed Assembly Bill 361 ("AB 361"), urgency legislation effective immediately, that amended Government Code section 54953 to permit legislative bodies subject to the Brown Act to continue to meet under modified teleconferencing rules provided that they comply with specific requirements set forth in the statute; and,

WHEREAS, pursuant to AB 361 and Cal. Gov. Code section 54953(e)(1)(A), a legislative body may meet under the modified teleconferencing rules during a proclaimed state of emergency, and where local officials have imposed or recommended measures to promote social distancing; and

WHEREAS, on March 4, 2020, Governor Newsom issued a Proclamation of State of Emergency in response to the COVID-19 pandemic, and which remains in effect; and

WHEREAS, on September 30, 2021, Santa Cruz County Public Health Officer Dr. Gail Newel strongly recommended that legislative bodies in Santa Cruz County continue to engage in physical/social distancing by meeting via teleconference as allowed by AB 361 and confirmed that she will regularly review and reconsider this recommendation and notify the public when it is no longer recommended; and

WHEREAS, pursuant to AB 361 and Cal. Gov. Code section 54953(e)(3), within 30 days of the date the legislative body first holding a teleconferenced meeting under the modified rules, and every 30 days thereafter, a legislative body can continue to hold such teleconference meetings provided it has reconsidered the circumstances of the state of emergency and determined either that the state of emergency continues to directly impact the ability of the members to meet safely in person or that local officials continue to recommend measures to promote social distancing; and

WHEREAS, on March 17, 2022, The Santa Cruz County Mobile and Manufactured Home Commission held a teleconference meeting under AB 361; and

WHEREAS, this Santa Cruz County Mobile and Manufactured Home Commission has reconsidered the circumstances of the current state of emergency and finds that the COVID-19 pandemic continues to directly impact the ability of members of the public to participate safely in person and further finds that the Santa Cruz County Public Health Officer continues to recommend measures to promote social distancing; and

WHEREAS, in the interest of public health and safety, and due to the emergency caused by the spread of COVID-19, the Santa Cruz County Mobile and Manufactured Home Commission deems it necessary to utilize the modified teleconferencing rules set forth in AB 361;

NOW, THEREFORE, the Santa Cruz County Mobile and Manufactured Home Commission makes the following findings by a majority vote:

Section 1. The foregoing recitals are true and correct, and adopted as findings of the Santa Cruz County Mobile and Manufactured Home Commission.

Section 2. Effective immediately, and for the next 30 days, the Santa Cruz County Mobile and Manufactured Home Commission will meet via teleconference as authorized under AB 361 and Government Code section 54953(e)(3).

Section 3. No later than thirty (30) days from making today's findings, or at the next scheduled meeting, the Commission will reconsider the circumstances of the COVID-19 state of emergency and, if necessary, adopt subsequent findings to continue holding teleconference meetings in accordance with Government Code section 54953(e)(3).

PASSED AND ADOPTED by the Santa Cruz County Mobile and Manufactured Home Commission in Santa Cruz, State of California, this 17th day of March, 2022, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Henry Cleveland

Chair, Santa Cruz County Mobile and Manufactured Home Commission

ATTEST:

Department Staff

Approved as to Form:

Office of the County Counsel

EXCERPT FROM HCD 2022 PARK INSPECTION LIST

Park ID	Park Name	City	County
34-0168-MP	MEADOWBROOK MHP	SACRAMENTO	SACRAMENTO
34-0170-MP	LAKEVIEW VILLAGE MHP	CITRUS HEIGHTS	SACRAMENTO
34-0183-MP	CASA DE FLORES MHP	SACRAMENTO	SACRAMENTO
39-0035-MP	CHARTER WAY MHP	STOCKTON	SAN JOAQUIN
39-0146-MP	ALMOND GROVE MHC	ESCALON	SAN JOAQUIN
39-0156-MP	ALMOND BLOSSOM ESTATES	MANTECA	SAN JOAQUIN
39-0165-MP	STOCKTON VERDE MHP	STOCKTON	SAN JOAQUIN
39-0174-MP	IMPERIAL STOCKTON MOBILE ESTATES	STOCKTON	SAN JOAQUIN
43-0021-MP	WESTERN TP	SAN JOSE	SANTA CLARA
43-0068-MP	RANCHO LA MESA MHP	SUNNYVALE	SANTA CLARA
43-0107-MP	ADOBE WELLS	SUNNYVALE	SANTA CLARA
43-0124-MP	CHATEAU LA SALLE	SAN JOSE	SANTA CLARA
43-0145-MP	WESTWINDS	SAN JOSE	SANTA CLARA
43-0150-MP	WILLOW RANCH	SUNNYVALE	SANTA CLARA
43-0162-MP	SUNSHADOW	SAN JOSE	SANTA CLARA
44-0008-MP	EL RIO MHP	SANTA CRUZ	SANTA CRUZ
44-0061-MP	SHORELINE MOBILE ESTATES	SANTA CRUZ	SANTA CRUZ
44-0082-MP	BEACHCOMBER MOBILE HOME PARK	SANTA CRUZ	SANTA CRUZ
44-0101-MP	SEACLIFF MHP	APTOS	SANTA CRUZ
44-0111-MP	WHARF ROAD MANOR	CAPITOLA	SANTA CRUZ
44-0114-MP	VILLA SANTA CRUZ	SANTA CRUZ	SANTA CRUZ
45-0051-MP	BIXBY KNOLLS MHP LLC	ANDERSON	SHASTA
45-0053-MP	MOUNTAIN GATE MOBILE HOME PARK	REDDING	SHASTA
45-0054-MP	LAKESHORE VILLA RV PARK	LAKEHEAD	SHASTA
45-0083-MP	RED HILL MHP	ANDERSON	SHASTA
45-0201-MP	REDWOODS MOBILE HOME PARK	REDDING	SHASTA
45-0271-MP	MOUNTAIN SHADOWS MH ESTATES	REDDING	SHASTA
48-0066-MP	CREEKSIDE VILLAGE MHC	VACAVILLE	SOLANO
48-0069-MP	COUNTRY CLUB ESTATES	FAIRFIELD	SOLANO
49-0052-MP	LITTLE WOODS MOBILE VILLA	PETALUMA	SONOMA



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Scheduled Meetings

Unless otherwise specified, regularly scheduled Mobile and Manufactured Home Commission meetings are generally held as follows:

DAY: Third (3rd) Thursday
MONTH: Every other month (January, March, May, July, September, and November)
TIME: 9:30 AM – 11:00 AM
LOCATION: Sheriff's Community Room **(unless meeting is held remotely)****
5200 Soquel Avenue, Santa Cruz, CA 95062

Changes to the schedule, including special meetings, changes of location, or meeting cancellations, **will be listed on the website** at www.sccmmhc.org as soon as the information becomes available. Agendas will be posted 72 hours in advance of each meeting.

2022 MEETING DATES		
DATE	TIME	LOCATION
January 20, 2022	9:30 – 11:00 AM	Remote
March 17, 2022	9:30 – 11:00 AM	Remote
May 19, 2022	9:30 – 11:00 AM	To Be Determined
July 21, 2022	9:30 – 11:00 AM	To Be Determined
September 15, 2022	9:30 – 11:00 AM	To Be Determined
November 17, 2022	9:30 – 11:00 AM	To Be Determined



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Notice of Public Meeting and Agenda

DATE: Thursday, May 19, 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 *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

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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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SANTA CRUZ COUNTY MOBILE AND MANUFACTURED HOME COMMISSION'S FINDINGS PURSUANT TO ASSEMBLY BILL 361 AUTHORIZING TELECONFERENCE MEETINGS AS A RESULT OF THE CONTINUING COVID-19 PANDEMIC STATE OF EMERGENCY AND HEALTH OFFICER RECOMMENDATION FOR SOCIAL DISTANCING

WHEREAS, The Santa Cruz County Mobile and Manufactured Home Commission is a legislative body under the Brown Act as defined under Cal. Gov. Code section 54952(b) and Santa Cruz County Code Section 2.38.110; and

WHEREAS, on September 16, 2021, Governor Newsom signed Assembly Bill 361 ("AB 361"), urgency legislation effective immediately, that amended Government Code section 54953 to permit legislative bodies subject to the Brown Act to continue to meet under modified teleconferencing rules provided that they comply with specific requirements set forth in the statute; and,

WHEREAS, pursuant to AB 361 and Cal. Gov. Code section 54953(e)(1)(A), a legislative body may meet under the modified teleconferencing rules during a proclaimed state of emergency, and where local officials have imposed or recommended measures to promote social distancing; and

WHEREAS, on March 4, 2020, Governor Newsom issued a Proclamation of State of Emergency in response to the COVID-19 pandemic, and which remains in effect; and

WHEREAS, on September 30, 2021, Santa Cruz County Public Health Officer Dr. Gail Newel strongly recommended that legislative bodies in Santa Cruz County continue to engage in physical/social distancing by meeting via teleconference as allowed by AB 361 and confirmed that she will regularly review and reconsider this recommendation and notify the public when it is no longer recommended; and

WHEREAS, pursuant to AB 361 and Cal. Gov. Code section 54953(e)(3), within 30 days of the date the legislative body first holding a teleconferenced meeting under the modified rules, and every 30 days thereafter, a legislative body can continue to hold such teleconference meetings provided it has reconsidered the circumstances of the state of emergency and determined either that the state of emergency continues to directly impact the ability of the members to meet safely in person or that local officials continue to recommend measures to promote social distancing; and

WHEREAS, on May 19, 2022, The Santa Cruz County Mobile and Manufactured Home Commission held a teleconference meeting under AB 361; and

WHEREAS, this Santa Cruz County Mobile and Manufactured Home Commission has reconsidered the circumstances of the current state of emergency and finds that the COVID-19 pandemic continues to directly impact the ability of members of the public to participate safely in person and further finds that the Santa Cruz County Public Health Officer continues to recommend measures to promote social distancing; and

WHEREAS, in the interest of public health and safety, and due to the emergency caused by the spread of COVID-19, the Santa Cruz County Mobile and Manufactured Home Commission deems it necessary to utilize the modified teleconferencing rules set forth in AB 361;

NOW, THEREFORE, the Santa Cruz County Mobile and Manufactured Home Commission makes the following findings by a majority vote:

Section 1. The foregoing recitals are true and correct, and adopted as findings of the Santa Cruz County Mobile and Manufactured Home Commission.

Section 2. Effective immediately, and for the next 30 days, the Santa Cruz County Mobile and Manufactured Home Commission will meet via teleconference as authorized under AB 361 and Government Code section 54953(e)(3).

Section 3. No later than thirty (30) days from making today's findings, or at the next scheduled meeting, the Commission will reconsider the circumstances of the COVID-19 state of emergency and, if necessary, adopt subsequent findings to continue holding teleconference meetings in accordance with Government Code section 54953(e)(3).

PASSED AND ADOPTED by the Santa Cruz County Mobile and Manufactured Home Commission in Santa Cruz, State of California, this 19th day of May, 2022, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Henry Cleveland

Chair, Santa Cruz County Mobile and Manufactured Home Commission

ATTEST:

Department Staff

Approved as to Form:

Office of the County Counsel

Type	District	PARK ID	PARK NAME	Total # Spaces	# OF CPI SPACES
ROP	1	44-0036-MP	Alimur Mobile Home Park	147	42
ROP	2	44-0093-MP	Aptos Knoll Mobile Home Park	76	1
County	1	44-0076-MP	Bay Mobile Home Park	54	54
County	1	44-0044-MP	Bell Harbor Mobile Home Park	33	4
County	1	44-0067-MP	Blue & Gold Star Mobile Home Park	128	128
ROP	2	44-0027-MP	Blue Pacific Mobilehome Park	100	8
County	1	44-0054-MP	Carriage Acres Mobile Estates	100	98
ROP	1	44-0115-MP	Cliffwood Estates Mobile Home Park	60	2
ROP	1	44-0071-MP	Country Villa Estates	46	7
County	4	44-0007-MP	Drop Inn Trailer Court	10	10
County	5	44-0047-MP	Fall Creek Mobile Home Park	22	12
County	5	44-0049-MP	Forest Glen Park	17	12
County	1	44-0051-MP	Garden Lane Mobile Living	22	22
County	1	44-0033-MP	Live Oak Mobile Home Park	31	31
County	1	44-0059-MP	Ocean Breeze Mobile Manor	58	47
RVP	2	44-0004-MP	Ocean View Trailer Park	20	8
County	1	44-0068-MP	Old Mill Estates	39	39
County	1	44-0030-MP	Opal Cliffs Mobile Home Park	115	112
County	1	44-0094-MP	Orchard Lane Mobile Home Park	27	27
County	1	44-10523-MP	Oscales Community	27	1
ROP	1	44-0001-MP	Pacific Family Mobile Home Park	34	34
ROP	2	44-0091-MP	Palm Terrace Mobile Home Park	51	3
RVP	1	44-0065-MP	Pine Knoll Mobile Manor	75	29
County	2	44-0117-MP	Pinto Lake Mobile Estates	177	177
County	1	44-0039-MP	Pleasant Acres Mobile Home Park	65	65
County	1	44-0050-MP	Pleasure Point Mobile Manor	66	33
County	1	44-0026-MP	Portola Court Mobile Home Park	22	2
County	1	44-0052-MP	Ranchito Mobile Home Park	35	35
County	5	44-0028-MP	Redwoods on the River MHP	33	33
County	1	44-0106-MP	Rodeo Mobile Estates	204	204
County	5	44-0109-MP	San Lorenzo Mobile Home Park	32	25
RVP	1	44-0058-MP	Santa Vida RV Park	45	5
RVP	2	44-0074-MP	Seacliff Center Trailer Park	32	1
County	1	44-0057-MP	Shangri-La Estates	54	54
County	1	44-0061-MP	Shoreline Mobile Estates	176	176
County	1	44-0043-MP	Snug Harbor Mobile Home Park	121	121
County	1	44-0015-MP	Soquel Gardens Mobile Home Park	20	20
County	1	44-0112-MP	Soquel Glen Mobile Home Park	69	69
County	5	44-0092-MP	Town & Country Mobile Home Park	13	13
County	1	44-0022-MP	Trailer Haven Mobile Home Park	73	73
County	1	44-0099-MP	Voyage West Mobile Estates	56	56
ROP & RVP	1	44-0092-MP	Willows Resort (The)	7	7
County	1	44-0069-MP	Yacht Harbor Manor	99	99



Santa Cruz County Mobile and Manufactured Home Commission

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Santa Cruz, CA 95060
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www.sccmmhc.org

Scheduled Meetings

Unless otherwise specified, regularly scheduled Mobile and Manufactured Home Commission meetings are generally held as follows:

DAY: Third (3rd) Thursday
MONTH: Every other month (January, March, May, July, September, and November)
TIME: 9:30 AM – 11:00 AM
LOCATION: Sheriff's Community Room **(unless meeting is held remotely)****
5200 Soquel Avenue, Santa Cruz, CA 95062

Changes to the schedule, including special meetings, changes of location, or meeting cancellations, **will be listed on the website** at www.sccmmhc.org as soon as the information becomes available. Agendas will be posted 72 hours in advance of each meeting.

2022 MEETING DATES		
DATE	TIME	LOCATION
January 20, 2022	9:30 – 11:00 AM	Remote
March 17, 2022	9:30 – 11:00 AM	Remote
May 19, 2022	9:30 – 11:00 AM	Remote
July 21, 2022	9:30 – 11:00 AM	To Be Determined
September 15, 2022	9:30 – 11:00 AM	To Be Determined
November 17, 2022	9:30 – 11:00 AM	To Be Determined



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Notice of Public Meeting and Agenda

DATE: Thursday, July 21, 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 *May 19, 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. 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*)
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, September 15, 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.



Santa Cruz County

Mobile and Manufactured Home Commission

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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*



Santa Cruz County Mobile and Manufactured Home Commission

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MEMORANDUM

To: Santa Cruz County Board of Supervisors
From: The Mobile and Manufactured Home Commission
Date: July 21, 2022
Re: Accept and Adopt the Recommendation of the Mobile and Manufactured Home Commission that the Reasonable Rate of Return for Qualified Mobile Home Park Capital Improvements Remain at Twelve Percent (12%)

This is to submit the Mobile and Manufactured Home Commission's recommendation to your Board concerning the reasonable rate of return on capital improvements.

Subsection 13.32.030 of the Rental Adjustment Procedures for Mobile Home Parks ordinance provides that the annual automatic general rent adjustment for a mobile home park may, subject to specified exceptions, include a pass-through to residents of 50 percent (50%) of the cost of a capital improvement, amortized over a ten-year period, pursuant to Subsection 13.32.030(D)(5)(g).

The park owner is allowed a reasonable rate of return on the other 50 percent (50%) of the cost of a capital improvement at a percentage established annually, pursuant to subsection 13.32.030(D)(4). The ordinance further provides that any park owner contending that the general rent adjustments do not provide a fair and reasonable return on investment may file a petition for a special rent adjustment.

Pursuant to Subsection 13.32.092 of the ordinance, your Board, acting upon an annual recommendation from the Mobile and Manufactured Home Commission, sets the rate of return. Since 1980, the rate of return has been established at twelve percent (12%).

After a public hearing at its meeting of July 21, 2022, the Mobile and Manufactured Home Commission voted to recommend that the reasonable rate of return remain at the existing rate of twelve percent (12%).

IT IS THEREFORE RECOMMENDED that your Board accept and adopt the recommendation of the Mobile and Manufactured Home Commission that the reasonable rate of return for qualified mobile home park capital improvement remain at twelve percent (12%).



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MEMORANDUM

To: Santa Cruz County Board of Supervisors
From: The Mobile and Manufactured Home Commission
Date: July 21, 2022
Re: Accept and Adopt the Recommendation of the Mobile and Manufactured Home Commission that the Mobile Home Space Fee Remain at \$38 Per Space Per Year

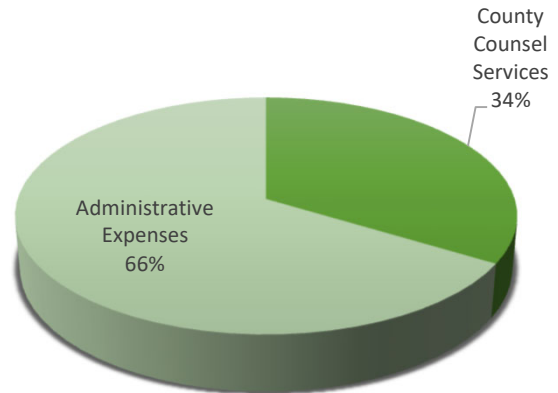
Pursuant to Santa Cruz County Ordinance § 13.32.110, the Commission annually reviews and makes a recommendation to the Board of Supervisors regarding the space fee. As you may recall, in 2021 the Commission recommended, and the Board approved, that the space fee remain \$38 per space per year.

On July 1, 2021, the space fee trust fund balance was \$62,379.64. Income from space fees and interest accrued during the 2021-2022 fiscal year amounted to \$72,968.28. After expenses collected to date, the 2021-2022 fiscal year-end balance in the fund on July 1, 2022 was \$191,319.42 to be held in trust for unplanned costs, such as litigation concerning the Rent Adjustment Ordinance. Although your Board temporarily suspended the petition hearing process until May 24, 2022 because of the COVID-19 pandemic, trust fund income and expenses for the 2021-2022 fiscal year fell within normal ranges as compared to prior years in all categories except for charges related to hearing officer services and legal referral services. Further, mobile and manufactured home park residents are among those most vulnerable to experiencing financial hardship as the County works to recover from the pandemic.

It is therefore recommended that your Board accept and adopt the recommendation of the Mobile and Manufactured Home Commission that the Mobile Home Space Fee remain at \$38 per space per year.

2021-2022 FY Space Fee Fund Report	
Starting Balance	\$ 162,379.64
Deposits	
Space Fees Collected	\$ 72,200.00
Space Fees Still Outstanding	\$ -
Interest	\$ 768.28
Total Deposits	\$ 72,968.28
Expenses	
Hearing Officer Services	\$ -
County Counsel Services	\$ 14,812.50
Legal Referral Services	\$ -
Administrative Expenses	\$ 29,216.00
Total Expenses	\$ 44,028.50
Closing Balance*	\$ 191,319.42
<i>*Does not include fees that have not yet been submitted for payment, or outstanding space fees not yet collected or collected after 6/30/2022.</i>	

2021-2022 FY Space Fee Fund Expenses





Santa Cruz County Mobile and Manufactured Home Commission

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July 13, 2022

RE: 2022 Consumer Price Index Rent Adjustment for 2023 Space Rents

Dear Park Owner/Manager:

Enclosed please find the rates for *both* Mobile Home space rentals and RV space rentals. Please note that each type of rental has a different rate, using a different calculation.

Please refer to the letter entitled “Consumer Price Index Rent Adjustment for 2023 Mobile Home Space Rents” when calculating space rental rates for Mobile Home units.

Please refer to the letter entitled “Consumer Price Index Rent Adjustment for 2023 RV Space Rents” when calculating space rental rates for RV units.

Sincerely,

Kaite McGrew

Commissions Manager

cc: Santa Cruz County Board of Supervisors
Santa Cruz County Mobile and Manufactured Home Commission
Tanya Harmony, Senior Citizens Legal Services



Santa Cruz County Mobile and Manufactured Home Commission

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July 13, 2022

2022 Consumer Price Index Rent Adjustment for 2023 Mobile Home Space Rents

Dear Mobile Home Park Owner/Manager:

Under the terms of Chapter 13.32 of the Santa Cruz County Code (*Rental Adjustment Procedures for Mobile Home Parks*), park owners may make adjustments to space rents once each year.

Section 13.32.030(D)(3) of the Santa Cruz County Code allows a park owner to adjust the rents in their park by an amount equal to or less than fifty percent (50%) of the percentage change in the *San Francisco-Oakland Consumer Price Index – All Urban Consumers Category* between July 1, 1981 and July 1st of the year before the rent adjustment will go into effect. A copy of the Consumer Price Index (CPI) for June 2022, as reported by the Bureau of Labor Statistics, can be found on the back of this page. The CPI adjustment for 2023 mobile home space rents is determined to be **135.43%** or less, calculated as follows:

2023 CPI Mobile Home Space Rent Adjustment Calculation

July 1, 2022 (for use in 2023)	1016.169 (Adjusted Index)
July 1, 1981 (for use in 1982)	<u>274.000 (Adjusted Index)</u>
	742.169
	742.169 Total CPI Increase
(742.169 divided by 274.00) x 100 = 270.86 % (Percentage Increase)	
Fifty percent of 270.86% =	135.43% (2023 CPI Rent Adjustment)

The CPI adjustment, when multiplied by and then added to the 1982 base rent, becomes part of an allowable 2023 general rent adjustment.









































Sincerely,

Kaite McGrew
Commissions Manager

cc: Santa Cruz County Board of Supervisors
Santa Cruz County Mobile and Manufactured Home Commission
Tanya Harmony, Senior Citizens Legal Services

Table 1. Consumer Price Index for All Urban Consumers (CPI-U): Indexes and percent changes for selected periods

San Francisco-Oakland-Hayward, CA (1982-84=100 unless otherwise noted)

Item and Group	Indexes				Percent change from-		
	Historical data	Apr. 2022	May 2022	Jun. 2022	Jun. 2021	Apr. 2022	May 2022
Expenditure category							
All items		324.878	-	330.539	6.8	1.7	-
All items (1967=100)		998.766	-	1,016.169	-	-	-
Food and beverages		338.207	-	345.013	10.2	2.0	-
Food		340.217	-	347.238	10.8	2.1	-
Food at home		310.554	315.322	317.292	13.8	2.2	0.6
Cereals and bakery products		308.815	-	316.957	13.6	2.6	-
Meats, poultry, fish, and eggs		358.126	-	353.725	11.0	-1.2	-
Dairy and related products		321.150	-	314.815	10.4	-2.0	-
Fruits and vegetables		394.023	-	412.383	12.2	4.7	-
Nonalcoholic beverages and beverage materials ⁽¹⁾		218.623	-	222.129	8.6	1.6	-
Other food at home		258.799	-	271.620	21.1	5.0	-
Food away from home		371.272	-	378.329	7.1	1.9	-
Alcoholic beverages		316.572	-	320.622	2.7	1.3	-
Housing		372.662	-	376.019	3.8	0.9	-
Shelter		416.308	415.002	419.160	2.3	0.7	1.0
Rent of primary residence ⁽²⁾		471.426	471.648	472.691	1.3	0.3	0.2
Owners' equiv. rent of residences ⁽²⁾⁽³⁾		444.585	445.360	446.961	2.0	0.5	0.4
Owners' equiv. rent of primary residence ⁽¹⁾⁽²⁾		444.585	445.360	446.961	2.0	0.5	0.4
Fuels and utilities		535.078	-	550.501	15.8	2.9	-
Household energy		496.178	503.248	517.670	21.7	4.3	2.9
Energy services ⁽²⁾		497.554	504.595	517.210	21.2	4.0	2.5
Electricity ⁽²⁾		536.767	536.767	550.218	19.0	2.5	2.5
Utility (piped) gas service ⁽²⁾		416.368	439.149	450.060	33.6	8.1	2.5
Household furnishings and operations		162.568	-	164.773	9.6	1.4	-
Apparel		110.297	-	112.123	3.0	1.7	-
Transportation		257.897	-	272.010	19.9	5.5	-
Private transportation		255.212	-	267.539	19.5	4.8	-
New and used motor vehicles ⁽⁴⁾		117.730	-	120.244	-	2.1	-
New vehicles ⁽¹⁾		189.443	-	192.263	-	1.5	-
Used cars and trucks ⁽¹⁾		368.593	-	382.697	8.0	3.8	-
Motor fuel		414.030	435.497	464.377	49.7	12.2	6.6
Gasoline (all types)		411.914	433.465	462.242	49.4	12.2	6.6
Gasoline, unleaded regular ⁽⁴⁾		413.186	435.103	464.370	50.1	12.4	6.7
Gasoline, unleaded midgrade ⁽⁴⁾⁽⁵⁾		382.446	401.596	427.736	48.2	11.8	6.5
Gasoline, unleaded premium ⁽⁴⁾		385.567	404.599	429.972	46.8	11.5	6.3
Medical care		573.254	-	583.038	5.7	1.7	-
Recreation ⁽⁶⁾		134.314	-	136.803	3.8	1.9	-
Education and communication ⁽⁶⁾		155.644	-	154.646	1.6	-0.6	-
Tuition, other school fees, and child care ⁽¹⁾		-	-	1,912.142	4.3	-	-
Other goods and services		557.976	-	566.163	7.8	1.5	-
Footnotes							
(1) Indexes on a December 1977=100 base.							
(2) This index series was calculated using a Laspeyres estimator. All other item stratum index series were calculated using a geometric means estimator.							
(3) Indexes on a December 1982=100 base.							
(4) Special index based on a substantially smaller sample.							
(5) Indexes on a December 1993=100 base.							
(6) Indexes on a December 1997=100 base.							
- Data not available							
NOTE: Index applies to a month as a whole, not to any specific date.							



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July 13, 2022

2022 Consumer Price Index Rent Adjustment for 2023 RV Space Rents

Dear RV Park Owner/Manager:

Under the terms of Chapter 13.32 of the Santa Cruz County Code (*Rental Adjustment Procedures for Mobile Home Parks*), park owners may make adjustments to space rents once each year. Section 13.32.102 of the ordinance defines base rents for RV parks to be that amount of rent charged as of January 1, 1999.

It is the opinion of the Santa Cruz County Counsel's office that an RV park owner may adjust the rent in their park by an amount equal to or less than fifty percent (50%) of the percentage change in the *San Francisco-Oakland Consumer Price Index – All Urban Consumers Category* between July 1, 1998 and July 1st of the year before the rent adjustment will go into effect. A copy of the Consumer Price Index (CPI) for June 2022, as reported by the Bureau of Labor Statistics, can be found on the back of this page. **The CPI adjustment for 2023 RV space rents is determined to be 49.86% or less, calculated as follows:**

2023 CPI RV Space Rent Adjustment Calculation

July 1, 2022 (for use in 2023)	1016.169 (Adjusted Index)
July 1, 1998 (for use in 1999)	<u>508.800</u> (Adjusted Index)
	507.369
	507.369 Total CPI Increase
(507.369 divided by 508.800) x 100 = 99.72 % (Percentage Increase)	
Fifty percent of 99.72% =	49.86 % (2023 CPI Rent Adjustment)

The CPI adjustment, when multiplied by and then added to the 1999 base rent, becomes part of an allowable 2023 general rent adjustment.

Additionally, in keeping with the intent of the Ordinance, it is also the opinion of the Santa Cruz County Counsel's office that the appropriate property tax adjustment must be based on a formula which uses the 1998/1999 taxes as compared to those of 2022/2023.









































Sincerely,

Kaite McGrew
Commissions Manager

cc: Santa Cruz County Board of Supervisors
Santa Cruz County Mobile and Manufactured Home Commission
Tanya Harmony, Senior Citizens Legal Services

Table 1. Consumer Price Index for All Urban Consumers (CPI-U): Indexes and percent changes for selected periods

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Expenditure category							
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All items (1967=100)		998.766	-	1,016.169	-	-	-
Food and beverages		338.207	-	345.013	10.2	2.0	-
Food		340.217	-	347.238	10.8	2.1	-
Food at home		310.554	315.322	317.292	13.8	2.2	0.6
Cereals and bakery products		308.815	-	316.957	13.6	2.6	-
Meats, poultry, fish, and eggs		358.126	-	353.725	11.0	-1.2	-
Dairy and related products		321.150	-	314.815	10.4	-2.0	-
Fruits and vegetables		394.023	-	412.383	12.2	4.7	-
Nonalcoholic beverages and beverage materials ⁽¹⁾		218.623	-	222.129	8.6	1.6	-
Other food at home		258.799	-	271.620	21.1	5.0	-
Food away from home		371.272	-	378.329	7.1	1.9	-
Alcoholic beverages		316.572	-	320.622	2.7	1.3	-
Housing		372.662	-	376.019	3.8	0.9	-
Shelter		416.308	415.002	419.160	2.3	0.7	1.0
Rent of primary residence ⁽²⁾		471.426	471.648	472.691	1.3	0.3	0.2
Owners' equiv. rent of residences ⁽²⁾⁽³⁾		444.585	445.360	446.961	2.0	0.5	0.4
Owners' equiv. rent of primary residence ⁽¹⁾⁽²⁾		444.585	445.360	446.961	2.0	0.5	0.4
Fuels and utilities		535.078	-	550.501	15.8	2.9	-
Household energy		496.178	503.248	517.670	21.7	4.3	2.9
Energy services ⁽²⁾		497.554	504.595	517.210	21.2	4.0	2.5
Electricity ⁽²⁾		536.767	536.767	550.218	19.0	2.5	2.5
Utility (piped) gas service ⁽²⁾		416.368	439.149	450.060	33.6	8.1	2.5
Household furnishings and operations		162.568	-	164.773	9.6	1.4	-
Apparel		110.297	-	112.123	3.0	1.7	-
Transportation		257.897	-	272.010	19.9	5.5	-
Private transportation		255.212	-	267.539	19.5	4.8	-
New and used motor vehicles ⁽⁴⁾		117.730	-	120.244	-	2.1	-
New vehicles ⁽¹⁾		189.443	-	192.263	-	1.5	-
Used cars and trucks ⁽¹⁾		368.593	-	382.697	8.0	3.8	-
Motor fuel		414.030	435.497	464.377	49.7	12.2	6.6
Gasoline (all types)		411.914	433.465	462.242	49.4	12.2	6.6
Gasoline, unleaded regular ⁽⁴⁾		413.186	435.103	464.370	50.1	12.4	6.7
Gasoline, unleaded midgrade ⁽⁴⁾⁽⁵⁾		382.446	401.596	427.736	48.2	11.8	6.5
Gasoline, unleaded premium ⁽⁴⁾		385.567	404.599	429.972	46.8	11.5	6.3
Medical care		573.254	-	583.038	5.7	1.7	-
Recreation ⁽⁶⁾		134.314	-	136.803	3.8	1.9	-
Education and communication ⁽⁶⁾		155.644	-	154.646	1.6	-0.6	-
Tuition, other school fees, and child care ⁽¹⁾		-	-	1,912.142	4.3	-	-
Other goods and services		557.976	-	566.163	7.8	1.5	-
Footnotes							
(1) Indexes on a December 1977=100 base.							
(2) This index series was calculated using a Laspeyres estimator. All other item stratum index series were calculated using a geometric means estimator.							
(3) Indexes on a December 1982=100 base.							
(4) Special index based on a substantially smaller sample.							
(5) Indexes on a December 1993=100 base.							
(6) Indexes on a December 1997=100 base.							
- Data not available							
NOTE: Index applies to a month as a whole, not to any specific date.							

Your Billing Rights

As a sub-metered tenant, you have special utility billing rights. * They include:

- Billing at the same rate(s) as if billed by PG&E
- Itemization of electricity and/or gas charges with:
 - Opening and closing meter readings
 - Identification of all rates and quantities attributable to each rate structure block
 - Total charge for the billing period
 - Name, address and telephone number of the billing agent or company
- Reduction of your bill by the percentage-based on your usage- of any rebate applied to the master-meter (landlord) account during the billing period.
- Conspicuous posting of residential gas and electric rate schedules.
- Landlord retention of all pertinent rate schedules and individual tenant billings for at least 12 months.
- Availability of such records at reasonable times for inspection and copying by you and your County Sealer.
- Landlord responsibility for sub-meters, including furnishing, installing, maintaining, repairing, and submitting to DWM for accuracy testing.

Additionally, qualifying master-meter landlords who convert to sub-metered service shall revise tenant rental amounts downward to remove energy-related charges for the duration of the lease. This will be done consistent with Public Utilities Code Section 739.5 and CPUC Decision 05-05-026.

*Sources include California Public Utilities Code 739.5 and California Code of Regulations 4090. Rights provided by the California Public Utilities Commission (CPUC), the County Department of Weights & Measures (DWM) and Pacific Gas and Electric Company (PG&E). Not intended to be an exhaustive summary of all sub-metered home issues.

Here's Who to Contact Regarding Your Electric/Gas Service Bills

Property Owner/Manager

- Power outages
- Suspected gas leak-also notify PG&E
- Questions about how and when your meter is read
- Meter malfunctioning
- Billing questions, including incorrect billing, your rates, bill calculation, baseline allocation and whether your landlord (master meter customer) received a refund which should be passed on to you
- Applying for or re-certifying CARE/FERA

PG&E: 1.800.743.5000

pge.com

- Medical Baseline application
- Suspected gas leak or hazardous condition

1 866 PGE CARE

pge.com/care

Hotline 415.972.5732

- Verification of special rate CARE/FERA
- Applying for or re-certifying CARE/FERA

County Department of Weights and Measures (DWM)

- Meter reading accuracy and testing
- Proper meter installation
- Billing accuracy
- Verification of correct rate

Phone numbers of DWM vary by county. Please check your local county government listings.

IF YOU STILL THINK YOUR CHARGES FOR GAS AND ELECTRIC SERVICE ARE TOO HIGH after speaking with your landlord or manager, contact the California Public Utilities Commission (CPUC) at:

505 Van Ness Avenue
San Francisco, CA. 94102
800 649 7570

www.cpuc.ca.gov



Santa Cruz County CA

Adopted
May 24, 2022 9:00 AM

Agenda Item DOC-2022-465

Adopt resolution reinstating Santa Cruz County Code Chapter 13.32.060 Rental Adjustment Procedures for Mobilehome Parks and Hearing of Disputes, as recommended by Supervisor Koenig

Information

Department:	Board of Supervisors: First District	Sponsors:	First District Supervisor Manu Koenig
Category:	BOS First District - Board Letter	Functions:	General Government

Links

Reference [DOC-2020-311](#) : Adopt resolution temporarily suspending Santa Cruz County Code Chapter 13.32.060, Rental Adjustment Procedures for Mobilehome Parks and Hearing of Disputes, for the duration of the COVID-19 pandemic and until the Governor's March 4, 2020, proclaimed state of emergency is lifted, as recommended by Supervisor Leopold

Attachments

[Board Memo](#)
[Resolution 151-2022 Reinstating Santa Cruz County Code Chapter 13.32.060 Rental Adjustment Procedures](#)
[Resolution 151-2022 Reinstating Santa Cruz County Code Chapter 13.32.060 Rental Adjustment Procedures \(DOC-2022-465\) 29.a \(eSigned\)](#)

Board Letter

Recommended Action(s):

Adopt resolution reinstating Santa Cruz County Code Chapter 13.32.060 Rental Adjustment Procedures for Mobilehome Parks and Hearing of Disputes, which was temporarily suspended by order of this Board on April 14, 2020, due to the COVID-19 pandemic.

Executive Summary

According to Santa Cruz County Code (SCC) 13.32.060, in order to file a petition for hearing to dispute rental adjustments mobile home park residents must meet certain deadlines and conditions, typically within a 45-day period from receiving the first notice. The petition process generally requires that residents circulate a paper petition throughout the mobile home park in person to obtain signatures from other residents before they may file the petition. This petition process was temporarily suspended by order of this Board on April 14, 2020 due to the COVID-19 pandemic and the State of Emergency proclaimed by the California Governor on March 4, 2020. This action would reinstate it, allowing the standard petitioning process to resume.

Background

On April 14, 2020, Agenda item DOC-2020-311 was passed by this Board. Through this item, Resolution 54-2020 went into effect, temporarily suspending Santa Cruz County Code 13.32.060 "Rental Adjustment Procedures for Mobilehome Parks" Petition and Hearing Process. The

resolution stated the suspension would last until the Governor’s lifts the State of Emergency.

While the State of Emergency has not been lifted, given the current conditions of the pandemic, the time has now come to reinstate the petition and hearing process provided by SCC 13.32.060. It is unclear how long the Governor’s proclaimed State of Emergency may last, and meanwhile nearly all in-person activities have safely resumed, including court proceedings, and other County administrative hearings. Therefore, it is proposed that the Board now formally lift the temporary suspension enacted by Resolution 54-2020.

Analysis

According to the Santa Cruz County Health Services Agency, while COVID-19 is still present in our community, it is now circulating at a much slower rate. The County meets zero California Department of Public Health surge indicators, and COVID-19 hospitalizations are projecting a downward trend locally.

Throughout the community, in-person activities and events have now safely resumed. There is no indication that the petition and hearing process, as written in SCCC 13.32.060, cannot also safely resume.

Financial Impact

None

Body

Strategic Plan Element(s)
2.D. Attainable Housing: Homelessness

Meeting History

May 24, 2022 9:00 AM Video		Board of Supervisors	Regular Meeting
Resolution 151-2022			
RESULT:	ADOPTED [UNANIMOUS]		
MOVER:	Zach Friend, Second District Supervisor, Vice Chair		
SECONDER:	Ryan Coonerty, Third District Supervisor		
AYES:	Manu Koenig, Zach Friend, Ryan Coonerty, Greg Caput, Bruce McPherson		

Discussion

 [Add Comment](#)

Shangri-la Residents Group (SRG)
1040 38th Ave. - Santa Cruz, CA 95062

June 13, 2022

Mobile/Manufactured Home Commission
County of Santa Cruz
701 Ocean Ave.
Santa Cruz, CA 95060

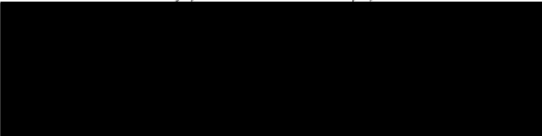
Dear Commission Members:

Enclosed is a copy of a letter the Shangri-la Residents Group sent to our manager in support of the Equal Access program, which is as you may know an attempt to get high-speed, lower-cost internet into seven mobile home parks in Santa Cruz County that have been designated as underserved by the California Public Utilities Commission. The Program is being offered by Cruzio, our local Internet Service Provider. For more information about the program, you can go to EqualAccessSantaCruz.com.

We are one of those parks and wanted to share the information with you as you are a critical link in what is happening in mobile/manufactured home living in Santa Cruz County. We are a small, 62 and older park with only 54 mobile/manufactured homes and two single-family rentals. As you'll see more than 30 residents signed the letter in support of the program.

While residents are overwhelmingly in favor of this opportunity, we do not know whether our management will wish to participate, but we wanted to encourage him to do so.

Best,



Kate McGuire
For Shangri-la Residents Group

Enclosures

Shangri-la Residents Group (SRG)
1040 38th Ave. - Santa Cruz, CA 95062

June 13, 2022

Mr. Noel de Guzman
Manager
Shangri-la Estates MHP
1040 38th Avenue
Santa Cruz, CA. 95062

Dear Noel:

As you know, we the undersigned are residents of Shangri-la Estates Mobile/ Manufactured Home Park at 1040 38th Ave., and we understand that our park has been awarded grant funding for a **free** fiberoptic infrastructure upgrade that would dramatically improve the quality of internet our community has access to.

Currently, our park is rated as “underserved” by the California Public Utilities Commission (CPUC), meaning we are not meeting the basic regulatory standards for internet access. We would like to see this remedied and believe this project offers a once-in-a-lifetime opportunity to achieve this at no cost.

The CPUC has allocated funds to build fiber-optic infrastructure in the following mobile home parks:

- Rodeo Mobile Estates
- Soquel Gardens Mobile Home Park
- Alimur Park
- Opal Cliffs
- Shangri-La Estates
- Castle Mobile Estates
- Blue & Gold Star Mobile Home Park

We would like to make sure that we don't miss out on this opportunity to have high-speed, affordable internet access in the Park. Cruzio needs a signed letter of intent to make sure we are still included when it's time to build.

Please read more on EqualAccessSantaCruz.com and reach out to Cruzio Internet directly at (831) 459-6301 or via email at marketing@cruzio.com.

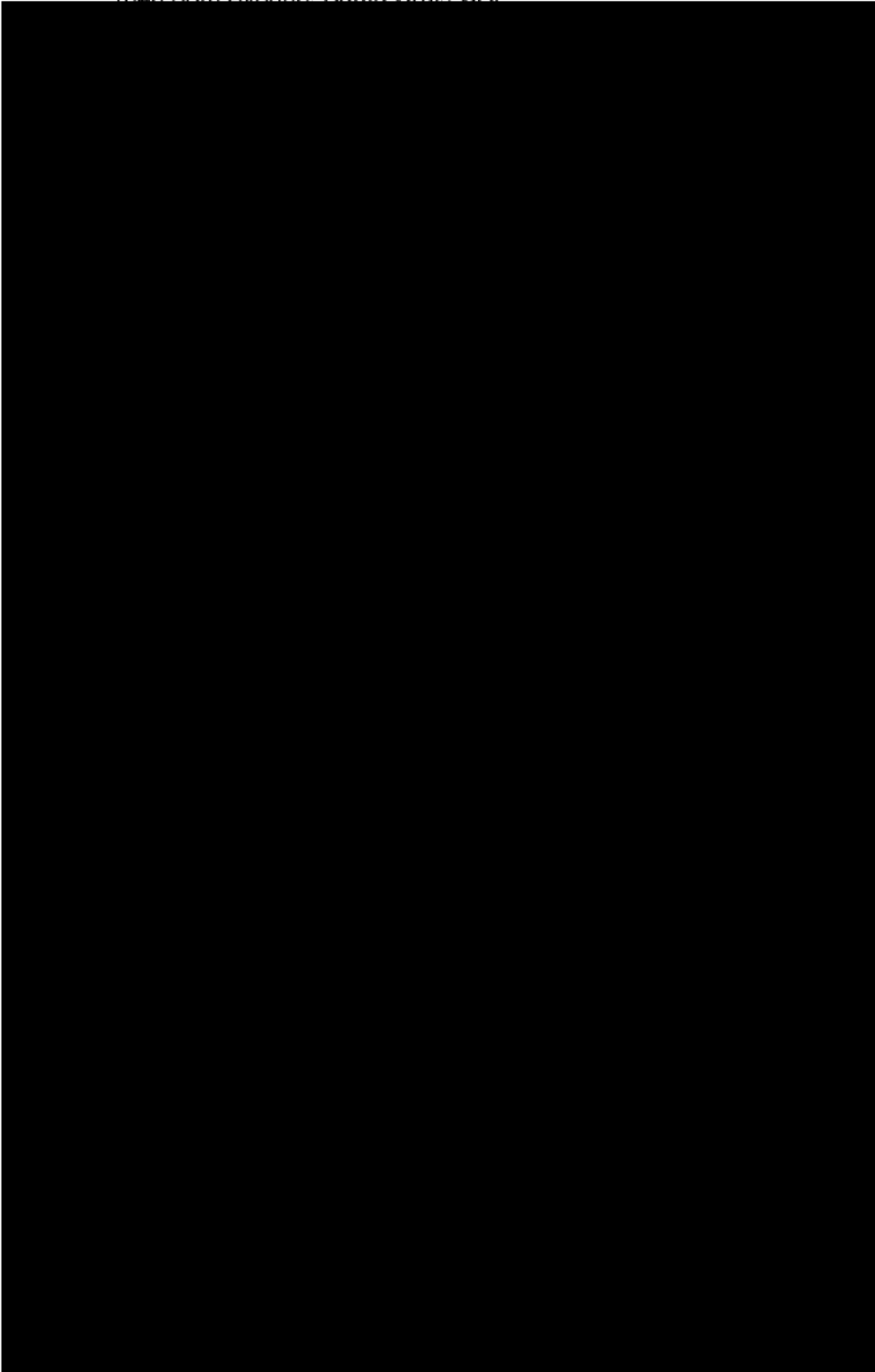
Thank you for your consideration of this project. Internet access is extremely important to us and a faster, affordable connection would add to the quality of our lives as well as add value to your property.

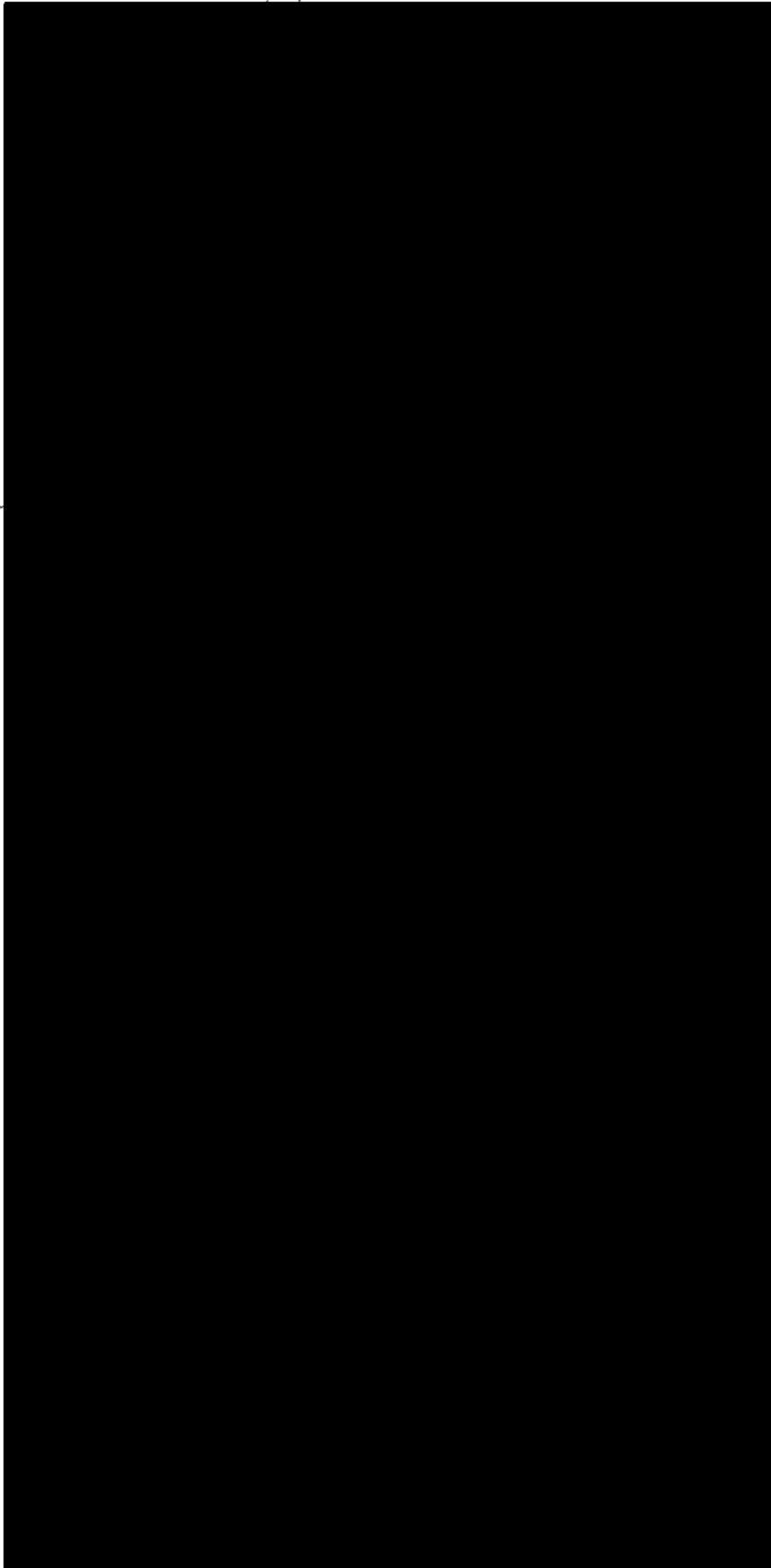
Sincerely,

See attached signatures

Cc: Santa Cruz County Supervisor Manu Koenig
Santa Cruz County Mobile Home Commission
Assemblymember Mark Stone

We the undersigned strongly urge participation in the Equal Access Project to install high-speed, affordable internet in Shangri-la Estates Mobile/Manufactured Home Park located at 1040 38th Avenue, Santa Cruz, CA:







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

Scheduled Meetings

Unless otherwise specified, regularly scheduled Mobile and Manufactured Home Commission meetings are generally held as follows:

DAY: Third (3rd) Thursday
MONTH: Every other month (January, March, May, July, September, and November)
TIME: 9:30 AM – 11:00 AM
LOCATION: Sheriff's Community Room (unless meeting is held remotely)**
5200 Soquel Avenue, Santa Cruz, CA 95062

Changes to the schedule, including special meetings, changes of location, or meeting cancellations, will be listed on the website at www.sccmmhc.org as soon as the information becomes available. Agendas will be posted 72 hours in advance of each meeting.

2022 MEETING DATES		
DATE	TIME	LOCATION
January 20, 2022	9:30 – 11:00 AM	Remote
March 17, 2022	9:30 – 11:00 AM	Remote
May 19, 2022	9:30 – 11:00 AM	Remote
July 21, 2022	9:30 – 11:00 AM	Remote
September 15, 2022	9:30 – 11:00 AM	Sheriff's Community Room
November 17, 2022	9:30 – 11:00 AM	Sheriff's Community Room



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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.



Santa Cruz County Mobile and Manufactured Home Commission

701 Ocean Street, Fifth Floor, Room 510, Santa Cruz, CA 95060

P: (831) 454-2772 F: (831) 454-2411 TTY/TDD: 711

commissions@santacruzcounty.us

www.sccmmhc.org

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*

Three CA legislative bills (2022) supported by GSMOL
With a summary of each bill and links to the full text of the bill

AB 2031, by Alex Lee, Co-Authored by Assembly Member Randy Voepel, would allow representatives of mobilehome residents to also attend a meeting between residents and park management for the purpose of resolving problems, as it was intended by Civil Code 798.53. The bill would ensure residents can bring their representatives, such as an attorney, mobilehome advocate and translator, to the meeting. The bill also updates the types of matters to be resolved in such meetings.

https://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill_id=202120220AB2031

SB 869, by Senator Connie Leyva, Co-Authored by Senator Bill Dodd, would require any person, or person under contract, who is responsible for managing a mobilehome park to:

- Complete 18 hours per year of training, including an annual end of year online examination. The training shall include the most prevalent complaints of the prior year. The training will be in an online format developed in consultation with DCA.

Specifically, the training shall include:

- Mobilehome Residency Law
- Rights and responsibilities of homeowners and management
- Emergency procedures
- Communication with homeowners
- Title 25 of the California Code of Regulations
- Mobilehome titling and registration
- Applicable vehicle code provisions

A Certificate of Completion would be issued once the person has met all training requirements. The certificate must then be posted visibly and be available for inspection at the mobilehome park. If the mobilehome park management is out of compliance with these requirements, then HCD would have the authority to suspend the management's permit to operate.

https://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill_id=202120220SB869

SB 940 (Laird) amends Civil Code Sections 798.7 and 798.45, which currently prohibit local rent stabilization ordinances from governing newly constructed mobilehome spaces first offered for rent after January 1, 1990. SB 940 would allow local mobilehome rent regulations to govern a newly added mobilehome space in an existing park regardless of when it was initially held out for rent. The bill also retains an incentive for the building of new mobilehome parks by allowing for a "rolling" 15-year exemption for spaces in those parks, so as to allow investors to recoup their costs of acquisition and construction.

https://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill_id=202120220SB940

MMHC September 15, 2022 Meeting Correspondence

Hello:

My name is Margaret Wessels and I live at [REDACTED] in Seacliff Mobile Home Park. I am a widow and I moved here 15 years ago to be near my son. I had never lived in a mobile home park when I moved here.

My request to you is that you investigate a matter that has affected me. The person who bought # [REDACTED] lot next to me approximately 2 years ago has been allowed and given permits by Management to construct 2 feet on my lot. I did not know this person before he moved here. This person has been allowed to cross in to my lot and make attachments to my tool shed. He has electrical wiring and lighting running through a fence on my lot. He has plants and other materials on what is the lot line of my lot.

No matter how much I have tried to get this situation changed by Management, they have refused to do so claiming I gave him permission to permanently violate the lot line. As far as I know, legally, no one who moves here as a new owner of a home is allowed by law to change the lot lines. I was not given any papers or signed any papers when I moved here, that said you are allowed to change the lot lines. As a matter of fact, there were metal stakes that distinguished what the lines were. Those stakes were destroyed when # [REDACTED] moved and had contractors working that area. Obviously, Management never informed him when they gave him permits to construct. He should have been informed he could not construct on my lot. Management has refused to give me or my Son a copy of the permits they gave him to construct. The woman who runs the Management meetings said to my Son when he asked to meet with all of the Management Committee Members that she thought it was all right if the person on # [REDACTED] lot took 2 feet of my lot # [REDACTED] for his use. If this is allowed by law here, there is something wrong with how this place is run. By the way to cover their actions they recently hired a handyman to put in some new stakes, but not on the correct lot line.

I personally feel that if this is not changed, I could have difficulties selling this home.

I do know this, No Senior Citizen, who moves in to a place like this should be treated and harassed by a neighbor. I have not been treated properly by the Management of this Mobile Home Park. A neighbor should not be allowed to do what he has done to me.

Sincerely,



Margaret Wessels

[REDACTED]
Seacliff Mobile Home Park

Telephone number - [REDACTED]

E-Mail - [REDACTED]

Katherine McGrew

From: David George
Sent: Monday, August 22, 2022 4:40 PM
To: Commissions
Cc: Juan Hidalgo; Andrew Kimura
Subject: FW: RE: Interpretations of Civil Code 798.40

Follow Up Flag: Follow up
Flag Status: Flagged

Dear Santa Cruz Mobile and Manufactured Home Commission,

I am David George, an inspector, with the County of Santa Cruz Department of Weights & Measures. Our department has the jurisdiction to check the accuracy of utility submeters and respond to utility submetering complaints. We are frequently called to evaluate billing complaints from local park residents. During our investigations, we have the authority to request billing data from parks and can audit and seek error corrections. With the recent changes to Civil Code Section 798.40 we have noticed that a large number of parks, as well as their hired billing services, are not complying with the new laws. The errors that we are seeing appear to stem from either not knowing of the new law changes or misinterpreting how the changes are to be implemented. While communicating to these parks, some have referenced the Commission as the source of their understanding on how the new law is to be applied. This has made us aware that your commission has already been deal with these billing issues.

To be consistent with the Commission's interpretation of the new changes to CIV 798.40 we would like to request the Commission's opinions on how it interprets the laws and how it perceives the new changes are to be applied to our local parks. Can you sent to us any meeting minutes, letters, or legal decisions that may state the Commission's position on the various points found within the new changes. Thank you for your assistance in this matter.

Regards,

David George
County of Santa Cruz
Department of Weights & Measures
831-454-2383


Katherine McGrew

From: Suzanne Yang
Sent: Tuesday, August 23, 2022 11:37 AM
To: Katherine McGrew
Subject: Interpretations of Civil Code 798.40

Hi Kaite – responding to your question regarding the County’s Weights and Measures interpretation of Civil Code 798.40. My understanding is that the County is proceeding with its interpretation when testing mobile home park meters, however, our staff is hearing that certain members of the Mobile Home Commission have shared a different interpretation – at least according to the park owners.

The Weights and Measures division is represented by another attorney in the County Counsel office, and to the extent it needs help with the interpretation, staff can contact him. Otherwise, any interpretation of the code section that is circulating in the community, whether from the Commissioners or not, will not be the basis of the County’s examination of meters.

Hope that is helpful but let me know if there are further questions.

Suzanne Yang
(she/her/hers)
Assistant County Counsel
Office of the County Counsel, County of Santa Cruz
701 Ocean Street, Room 505
Santa Cruz, CA 95060


SANTA CRUZ COUNTY COUNSEL CONFIDENTIAL COMMUNICATION: PLEASE DO NOT FORWARD THIS EMAIL OUTSIDE OF YOUR DEPARTMENT

This electronic mail message and any attachments are intended only for the use of the addressee(s) named above and may contain information that is privileged, confidential and exempt from disclosure under applicable law. If you are not the intended recipient, please delete the email and notify us immediately.

Shangri-la Residents Group (SRG)
1040 38th Ave. - Santa Cruz, CA 95062

August 22, 2022

Mobile/Manufactured Home Commission
County of Santa Cruz
701 Ocean Ave.
Santa Cruz, CA 95060

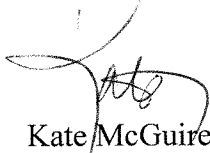
Dear Commission Members:

For your information, enclosed is a copy of a follow-up letter our Shangri-la Residents Group sent to our manager asking for an update on the **free** fiberoptic infrastructure upgrade program proposed for Shangri-la Estates and six other mobile home parks in the County.

In addition, we have included is a copy of a letter from our Assemblyman Mark Stone who recently asked about the status and offered his help, if needed, in support of this project.

We will keep you informed about any response we receive about the project.

Best regards,



Kate McGuire
On behalf of SRG

Enclosures

Shangri-la Residents Group (SRG)
1040 38th Ave. - Santa Cruz, CA 95062

August 22, 2022

Mr. Noel de Guzman
Manager
Shangri-la Estates MHP
1040 38th Avenue
Santa Cruz, CA. 95062

Dear Noel:

On behalf of Shangri-la residents and Assemblyman Mark Stone (see attached letter), I am writing to follow up on the status of the proposal to install the free fiberoptic infrastructure upgrade in the park.

As explained in our letter of June 13, Cruzio needs a signed letter of intent to make sure we are still included when it's time to build. If you have not already done so, please read more on EqualAccessSantaCruz.com and reach out to Cruzio Internet directly at (831) 459-6301 or via email at marketing@cruzio.com.

It would be greatly appreciated if you could keep us informed of the status of this project so that we can inform Assemblyman Stone or you may want to keep him informed directly.

Again, thank you for your consideration. As a trained computer user yourself, we know that you know that Internet access is extremely important to us and a faster, affordable connection would add to the quality of our lives as well as add important value to your property at no cost to the owners.

Sincerely,

See attached signatures

Cc: Santa Cruz County Supervisor Manu Koenig
Santa Cruz County Mobile Home Commission
Assemblymember Mark Stone

COMMITTEES
BANKING AND FINANCE
BUDGET
BUDGET SUBCOMMITTEE NO. 5 ON
PUBLIC SAFETY
HUMAN SERVICES
NATURAL RESOURCES
SELECT COMMITTEES
CHAIR: COASTAL PROTECTION AND
ACCESS TO NATURAL RESOURCES
CO-CHAIR: ENVIRONMENTAL CAUCUS

Assembly
California Legislature



MARK STONE
CHAIR, JUDICIARY
ASSEMBLYMEMBER, TWENTYNINTH DISTRICT

STATE CAPITOL
P.O. BOX 912849
SACRAMENTO, CA 95849-0029
(916) 319-2020
FAX (916) 319-2129

DISTRICT OFFICES
701 OCEAN STREET, SUITE 516B
SANTA CRUZ, CA 95060
(831) 425-1593 ext.
(408) 762-6347
FAX (831) 425-2570

99 PACIFIC STREET, SUITE 5750
MONTEREY, CA 95040
(831) 649-2032
FAX (831) 649-2035

August 8, 2022

Ms. Kate McGuire
Shangri-La Residents Group
1040 38th Ave.
Santa Cruz, CA 95062

Re: Shangri-La Residents Group and CPUC Equal Access Program

Dear Ms. McGuire and Shangri-La Residents:

Thank you so much for writing and keeping me updated on your concerns regarding internet access at the Shangri-La Trailer Park. I appreciate hearing from you.

Congratulations on receiving grant funding from the California Public Utilities Commission (CPUC) and Cruzio Internet to improve the quality of your community's internet. Has park management decided to pursue this grant offer? If so, what is the status? If you require any assistance, my office would be happy to help.

Please continue to keep me up to date on this situation.

Sincerely,

A handwritten signature in black ink that reads "Mark Stone".

Mark Stone
Assemblymember
29th District



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

Scheduled Meetings

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DAY: Third (3rd) Thursday
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5200 Soquel Avenue, Santa Cruz, CA 95062

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2022 MEETING DATES		
DATE	TIME	LOCATION
January 20, 2022	9:30 – 11:00 AM	Remote
March 17, 2022	9:30 – 11:00 AM	Remote
May 19, 2022	9:30 – 11:00 AM	Remote
July 21, 2022	9:30 – 11:00 AM	Remote
September 15, 2022	9:30 – 11:00 AM	Sheriff's Community Room
November 17, 2022	9:30 – 11:00 AM	Sheriff's Community Room



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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

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.



Santa Cruz County

Mobile and Manufactured Home Commission

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www.sccmmhc.org

MOBILE AND MANUFACTURED HOME COMMISSION MEETING MINUTES

DATE: September 15, 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: 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*

2021 CPUC Master meter conversion program Phase 2

HCDID	MHP Name	MHP Address	MHP City	Spaces	Total Review SCORE
Category 1 - Accepted into program					
44-0051	GARDEN LANE MOBILE LIVING	692 38TH AV	SANTA CRUZ	22	8.27
44-0150	MONTEREY VISTA MOBILE ESTATES	144 HOLM R	WATSONVIL	122	9.67
44-0004	OCEAN VIEW MHP	28 WINDEM	APTOS	8	8.17
44-0065	PINE KNOLL MOBILE MANOR	2546 CAPITO	SANTA CRUZ	29	12.29
44-0050	PLEASURE POINT MOBILE MANOR	720 26TH AV	SANTA CRUZ	33	12.27
44-0109	SAN LORENZO MHP	4770 HWY 9	FELTON	32	11.55
44-0015	SOQUEL GARDENS MOBILE HOME PA	4150 SOQUE	SOQUEL	20	11.87
44-0042	SURF\SAND MHP	750 47TH AV	CAPITOLA	73	10.44
44-0111	WHARF ROAD MANOR	2155 WHARF	CAPITOLA	36	9.36

Category 2 - not accepted - pending

44-0110	APTOS PINES HOA	7515 FREED	APTOS	170	8.32
44-0076	BAY MP	925 38TH AV	SANTA CRUZ	54	7.26
44-0067	BLUE\GOLD STAR MHP	1255 38TH A	SANTA CRUZ	128	8.24
44-0005	CLEARVIEW CT	170 W CLIFF	SANTA CRUZ	63	5.68
44-0100	DE ANZA SANTA CRUZ MOBILE EST	2395 DELAW	SANTA CRUZ	198	8.29
44-0008	EL RIO MHP	2120 N PACI	SANTA CRUZ	91	8.84
44-0030	OPAL CLIFFS MHP	890 38TH AV	SANTA CRUZ	112	6.25
44-0117	PINTO LAKE MOBILE ESTATES	789 GREEN V	WATSONVIL	177	8.36
44-0108	PORTOLA HEIGHTS MOBILE ESTATES	1007 FREED	WATSONVIL	119	8.61
44-0151	RANCHO CERRITOS MHP	2121 KRALJ I	WATSONVIL	145	6.35
44-0106	RODEO MOBILE ESTATES	100 N RODE	SOQUEL	204	9.37
44-0101	SEACLIFF MHP	2700 MAR V	APTOS	101	8.34
44-0061	SHORELINE MOBILE ESTATES	1555 MERRI	SANTA CRUZ	176	9.28
44-0043	SNUG HARBOR MHP	560 30TH AV	SANTA CRUZ	121	8.26
44-0112	SOQUEL GLEN MHP	5470 SOQUE	SOQUEL	69	4.40
44-0083	SORRENTO OAKS	800 BROMM	SANTA CRUZ	92	9.29
44-0064	TOWN\COUNTRY MHP	9244 HWY 9	BEN LOMON	13	7.71
44-0114	VILLA SANTA CRUZ	2435 FELT ST	SANTA CRUZ	121	6.25
44-0097	VISTA DEL LAGO MH COMMUNITY	444 WHISPE	SCOTTS VAL	202	8.62
44-0069	YACHT HARBOR MANOR	1190 7TH AV	SANTA CRUZ	98	9.26



SANTA CRUZ COUNTY SANITATION DISTRICT

701 OCEAN STREET, SUITE 410 · SANTA CRUZ, CA · 95060-4073
(831) 454-2160 · FAX (831) 454-2089 · TDD: (831) 454-2123 · WWW.SCCSD.US
MATT MACHADO, DISTRICT ENGINEER

SEPTEMBER 20, 2022

henry@baymoon.com
commissions@santacruzcounty.us

HENRY CLEVELAND
COMMISSIONER
SANTA CRUZ COUNTY MANUFACTURED AND MOBILE HOME COMMISSION
701 OCEAN STREET, ROOM 510
SANTA CRUZ, CA 95060

SANTA CRUZ REAL ESTATE ASSOCIATION
2525 SOUTH MAIN STREET
SOQUEL, CA 95073

SUBJECT: MOBILE HOME PARK EXEMPTION FROM SEWER LATERAL INSPECTION ORDINANCE

Dear members of the Santa Cruz County Manufactured and Mobile Home Commission & the Santa Cruz County Association of Realtors:

Manufactured, pre-fabricated and/or mobile homes (herein referred to as a mobile home) located within a mobile home park are exempt from the requirements outlined in Title 7 Chapter 7.04 Section 7.04.375 – Private Sewer Repair of the Santa Cruz County Sanitation District Code. No sanitary sewer lateral inspections are required for the individual sale of a parcel or mobile home unit located within a mobile home park. Mobile home parks are regulated by the California Department of Housing and Community Development (HCD). The public is encouraged to continue working with HCD and the Santa Cruz County Manufactured and Mobile Home Commission regarding any and all regulations pertaining to dwellings in mobile home parks.

If you have any questions, please call Forrest Revere at (831) 454-2160 or email DPW.LateralProgram.santacruzcounty.us.

Yours truly,

MATT MACHADO
District Engineer

By:

DocuSigned by:

528D647137C44D4...
Ashleigh Trujillo
Sanitation Engineer

FR/tlp:22-068.docx



Santa Cruz County Mobile and Manufactured Home Commission

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