



# 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@santacruzcountyca.gov  
www.sccmmhc.org

### Notice of Public Meeting and Agenda

DATE: Thursday, January 16, 2025

TIME: 11:30 AM to 1:00 PM

LOCATION: United Way of Santa Cruz County, 4450 Capitola Road, Ste 106, Capitola, CA 95010

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

1. Call to Order/Roll Call/Agenda Review
2. Approve *November 21, 2024 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. County Supervisor Report
5. New Business/Continuing Business/Action Items:
  - 5.1. District One Mobile Home RTC Encroachment Update
  - 5.2. Consider Commission By-Law Revision
6. Commissioner Reports
  - 6.1. District 1 (*Brocklebank*)
  - 6.2. District 2 (*Cleveland*)
  - 6.3. District 3 (*Walker*)
  - 6.4. District 4 (*Valdez*)
  - 6.5. District 5 (*Halterman*)
  - 6.6. Golden State Manufactured Homeowners League (*Lerno*)
  - 6.7. Western Manufactured Housing Communities (*Solyman*)
7. Central Coast Resident-Owned Parks Report
8. Legislative Report
9. Staff Report
10. Correspondence
11. Adjournment

**Next Meeting Scheduled for: 11:30 to 1:00 PM on Thursday, March 20, 2025**

*The County of Santa Cruz does not discriminate on the basis of disability, and no person shall, by reason of a disability, be denied the benefits of its services, programs, or activities. If you are a person with a disability and require assistance to participate in the virtual meeting, please call (831) 454-2772 or TTY/TDD:711 at least 72 hours in advance to make arrangements.*



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## MOBILE AND MANUFACTURED HOME COMMISSION MEETING MINUTES

DATE: September 19, 2024

LOCATION: United Way Community Room, (4450 Capitola Road, Ste 106, Santa Cruz, CA 95010)

PRESENT: Jean Brocklebank (*Chair - 1<sup>st</sup> District*), Henry Cleveland (*2<sup>nd</sup> District*), Candi Walker (*3<sup>rd</sup> District*), Richard Valdez (*4<sup>th</sup> District*), Rick Halterman (*5<sup>th</sup> District*), Charlene Solyman (*Vice Chair - WMA*), Carol Lerno (*GSMOL*)

EXCUSED: None

ABSENT: None

STAFF: Kaite McGrew (*Commissions Manager*), Suzanne Yang (*County Counsel*)

GUESTS: Manu Koenig (*District One Supervisor*), Luis Mendez (*RTC Deputy Director*), Grace Blakeslee (*RTC Senior Planner*) and 21 members of the public attended.

1. Call to Order/Roll Call/Agenda Review  
Meeting convened at 9:29 AM.
2. Approve July 18, 2024 Meeting Minutes  
**Motion to approve July 18, 2024 Meeting Minutes.**  
Motion/Second: Valdez/Halterman  
**Motion passed unanimously.**
3. Public Comment:  
5 members of the public provided public comment.
4. County Supervisor Report  
Supervisor Koenig reported that his office has not worked directly on any MHP-related issues since the last meeting. Live Oak residents should be aware that the movement of several prefabricated units on surface streets this week may cause traffic delays. If any residents have ideas for a small transportation-related projects that could benefit from an RTC \$10K microgrant, they are encouraged to contact Supervisor Koenig's office for an application.
5. New Business/Action Items:
  - 5.1. District One Mobile Home Encroachment Update  
Blakeslee shared findings from the recent consultants' report reviewing the encroachment and offering removal options for homes, sheds, and fences encroaching into the rail right-of-way. She detailed the encroachment issues and optional remedies for specific units in both parks involved. There are several instances where an HCD variance in the 3' setback requirement could resolve the issue at their discretion. Solyman provided information that in some cases, replacing the siding with fire resistant materials could impact whether the HCD would grant a variance because the requirement is a fire safety measure. The current project requires the full use of the right-of-way, so there will be no option for the residents to rent the encroachment space from the RTC. Cleveland shared his understanding that the HCD has different street width requirements in mobile

home parks than the local fire department's requirement. The RTC will consider whether to include passenger rail in the corridor in Spring 2025 but that would not necessarily change encroachment issues and options for remedy.

5.2. Follow-up on Amended County Parking Standards for New Manufactured Home Installations  
Item pended to the November meeting for lack of adequate time to discuss.

6. Commissioner Reports

6.1. District One (Brocklebank)

Brocklebank reported communicating with residents on a variety of matters in 5 MHPs including Blue and Gold, Castle, Soquel Gardens, Pinto Lake Mobile Estates, and Ocean Breeze.

6.2. District Two (Cleveland)

Cleveland reported communicating with residents on a variety of matters in 3 MHPs including Pacific Family, Live Oak, and Rancho Cerritos.

6.3. District Three (Walker): No Report

6.4. District Four (Valdez):

Valdez reported attending Watsonville City Council meetings regarding proposed amendments to Title 14 legislation impacting mobile home park conversions. Additionally, Meadows Manor residents have received a new set of park rules which seem to be based on a standard WMA template. A senior was recently evicted and Solyman provided additional information about the lawful eviction and lien sale process.

6.5. District Five (Halterman):

Halterman reported that he has been in touch with Gail Pellerin's office to put them in contact with a Scotts Valley MHP resident on an issue. Additionally, GSMOL has a new President, Ann Anderson.

6.6. Golden State Manufactured Homeowners League (Lerno):

Lerno encouraged residents to visit the GSMOL website. Halterman advised that information about upcoming online town halls can also be found there.

6.7. Western Manufactured Housing Communities (Solyman):

Solyman reported that Evans Management continues to pursue HCD approval as MHP manager education providers in accordance with the new continuing education requirements. The Frank J. Evans Foundation awarded 48 \$2K scholarships state-wide to college-bound students living in mobile home parks. Recipients include a student from Ocean Breeze MHP who has received the award five years in a row.

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

Cleveland reported that the last ROP meeting featured a road maintenance including speed bumps.

8. Legislative Report:

Halterman provided updates on the status of several bills related to mobile home parks being considered:

- **(AB-2387) Mobilehome parks: additional lots: exemption from additional fees or charges.** (Gail Pellerin) The bill is passed and is active.
- **(AB-2022) Mobilehome Emergency Preparedness Act** The bill is passed and is active.
- **(AB-2373) Mobilehomes: tenancies** – The bill is passed and is active.

9. County Counsel Report: No Report

10. Staff Report:

Staff provided an update on the Pinto Lake Estates MHP petition hearing process. The County has contracted with a financial expert to review the Special Rent Adjustment Petition, and their review is underway. The pre-hearing settlement conference for the General Rent Adjustment Hearing was held and a tentative agreement was reached. However, because what is being proposed would become a permanent increase rather than following the allowable term for capital improvement pass-throughs, the terms of the agreement will be included in the financial expert's review and the hearings will be combined as provided for in Chapter 13.32.

11. Correspondence: None

12. Adjournment

Meeting adjourned at 11:00 AM.

Submitted by: Kaite McGrew, *Commissions Manager*