



CITY COUNCIL MOBILE HOME ADVISORY BOARD

Minutes from October 26, 2020
Zoom Meeting

Call to Order at 5:05PM

Roll Call

- *Present: All*
- *Council Liaisons Present: None*
- *Staff Liaisons Present: Jun*

Public Comments (3 minutes per speaker)

- *John G. – Many residents are unable to attend this meeting due to the power outages.*
- *Kelly Rouda – Huntington By the Sea resident is concerned with significant land rent increases.*
- *Roger G. – Same as above*
- *Brett Siciliano – Same as above*
- *Temra Watson – As a new resident to Huntington by the Sea, she did not experience the same rent increases as other Huntington By the Sea residents.*
- *David Hale – As a resident from Huntington By the Sea, he alleges that he was not properly notified about the rent increases.*
- *Jeanine – Huntington By the Sea resident is concerned with significant land rent increases.*
- *Elise K – Same as above*
- *Cheryl Hapgood – Same as above*
- *Susie Freestone - Same as above*

Approval of Minutes.

Moved by Geddes; seconded by Plum; approved.

New Business

1. *Anona Bonner and Patricia Knight from CA Department of Housing and Community Development presented an overview of their statewide Mobile Home programs and laws. HCD's presentation is attached.*
2. *Discuss Potential Deliverables for Future City Council Consideration.*
 - a. *Geddes recommended an ad hoc committee to explore and prepare deliverables for City. Motion moved by Tim, seconded by Allison. Of Mary Jo, Tim and Don Hart.*
3. *MHAB Vacancies for 2 owners and 1 at-large members*
 - a. *Geddes and other members will conduct outreach for new members.*
 - b. *Cheryl Eksteadt applied to be an at-large member.*
 - c. *Plum asked which park Don Castleman represents*

Proposed Agenda Items for the Next Meeting

- *Plum – Her park's residents are interested in solar power.*
- *Hart – The need to sell the home and any delays that can affect their ability to sell the home at a fair price.*
- *Hart – Concerned about the limited number of meetings and would like to increase the frequency. Geddes will take up this concern with Council liaisons.*



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Board Member Comments

- Plum – Concerned about the issues at Huntington By The Sea.
- Baretich – She is also concerned with HBTS and is working to set up meetings with the ownership. She would like to begin petitions on rent stabilization for parks in the entire city.
- Bleiweiss – No comments.
- Hart – No comments.
- Geddes – Thanked HCD and new board members, Baretich, Bleiweiss and Plum.

Adjournment

Moved by Plum and seconded by Bleiweiss. Meeting adjourned at 6:56PM.

The next regularly scheduled meeting will be on January 25, 2021 at 5:00PM.

Cc: City Manager Oliver Chi

Mobilehome Residency Law Protection Program (MRLPP)

Tricia Knight
Program Manager
Division of Codes and Standards
Housing & Community Development



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MRLPP Laws and Regulations

- Assembly Bill 3066 (Stone) enacted the Mobilehome Residency Law Protection Program (MRLPP)
 - Provides assistance in resolving and coordinating the resolution of complaints from homeowners relating to the Mobilehome Residency Law (MRL).
 - Provides an additional avenue to enforce violations of the MRL.
 - Prohibited from providing legal advice.
- Emergency Regulations
 - <https://www.hcd.ca.gov/manufactured-mobile-home/mobilehome-residency-law-protection-program/index.shtml>

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Key Program Dates

- January 1, 2019
 - Began collecting \$10 for each mobilehome permitted lot.
- July 1, 2020
 - Accepting alleged MRL complaints.
- January 1, 2023
 - Submit a written report to the Legislature outlining data collected.
- January 1, 2024
 - The bill is repealed unless extended by the Legislature.

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Submitting a Complaint

- Must be Homeowner of the Mobilehome
- **Online:** <https://www.hcd.ca.gov/casas/>
- **Print Complaint Form:** Available on <https://www.hcd.ca.gov/>
 - **Mail:** HCD — Mobilehome Assistance Center
P.O. Box 278690
Sacramento, CA 95827
 - **Email:** MRLcomplaint@hcd.ca.gov
- **Call:** (800) 952-8356, option 3, option 2 – Mobilehome Assistance Center

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Complaint Intake Review

- Incomplete/clarify information
- Mobilehome Residency Laws that may apply.
- Occurred within the last 18 months.
- Provide enforcement agencies and/or local community resources that may apply.

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Complaint Evaluation

- Use good faith efforts to select **the most severe, deleterious, and materially and economically impactful** alleged violations of the MRL.
 - Consider the facts of each complaint.
 - Weigh the probability and/or magnitude of the harm, injury, damage, or loss that is being alleged.
 - Select a sample of these complaints that satisfy geographic representation of the State for evaluation.

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Park Document Request

- In evaluating the MRL complaint, HCD may request relevant material and documents from the park.
- Park must provide the requested information within 15 business days.
- Failure to comply:
 - Subject to \$250 non-compliance citation for each failure to comply.
 - Does not preclude HCD from proceeding with further evaluation of the complaint.

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How to submit documents

- **Online:**
 - Submit via the online portal at <https://www.hcd.ca.gov/casas/>
- **Email:**
 - MRLcomplaint@hcd.ca.gov
- **U.S. mail:**
 - HCD/MRLPP; P.O. Box 278690; Sacramento, CA 95827-8690
- **Overnight Delivery:**
 - HCD/MRLPP; 9342 Tech Center Drive, Suite 500; Sacramento, CA 95826

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Good Faith Efforts

- Negotiate in good faith to resolve the complaint within 25 calendar days.
 - Communication(s) may be in person, or by telephone, electronic mail, or standard mail.
 - Both parties may have representatives assisting them during the good faith negotiation efforts.
- Only good faith efforts, not actual resolution(s), are required to comply with the statute.
- Response to HCD's written inquiry must be received within 10 business days.

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Good Faith Efforts Follow-up

- The parties may submit their response to HCD's written inquiry:
 - Either on the complaint resolution form included in HCD's written inquiry or in any other writing.
 - Can be submitted separately or together
 - Each response is signed and dated by each party's signatory with authority.
 - Each response to HCD's written inquiry shall be submitted by one of the following methods:
 - Electronically
 - USPS mail

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Good Faith Efforts Follow-up

- If HCD receives a timely response to the written inquiry:
 - From either party indicating that the matter is not resolved, HCD shall continue processing and evaluating the complaint.
 - From both parties indicating that the matter is resolved, HCD shall close the complaint.
 - From the complainant indicating that the matter is resolved, HCD shall close the complaint.
- If HCD does not receive a timely response to the written inquiry from either party, the complaint shall be closed.


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Legal Service Provider (LSP) Referral

- Complaint is assigned to an LSP.
- Access to the complaint information and all relevant documents.
- LSP will contact the complainant and perform an intake interview with complainant.
- LSP has sole authority on how to proceed with the case including, but not limited to:
 - An additional referral
 - Conferring with park management
 - Initiating judicial or administrative actions to resolve the complaint
- LSP may decline the case if its contract is:
 - About to expire
 - There is insufficient funding
 - As otherwise allowed by HCD contract


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Not Selected for LSP Referral

- Retained:
 - HCD communication to both the complainant and park management explaining the reasons for the complaint's retention. The bases for retention may include, but are not limited to:
 - HCD's intent to aggregate it with similar complaints.
 - The need for further review to determine eligibility.
 - Insufficient funding or temporary insufficient capacity of nonprofit legal services providers.
- Not further processed by the MRLPP:
 - HCD communication to both the complainant and park management explaining the reasons for no further action by HCD and shall provide referrals to alternative resources that may assist the complainant in pursuing remedies for the alleged violations.


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Re-Open / Retain / Grouping Complaints

- May reopen any closed or retained complaint(s) if HCD determines one of the following:
 - Complaint relates to one or more subsequent complaints in a single mobilehome park.
 - Complaint is related to subsequent complaints in multiple mobilehome parks (i.e., ownership, management, or operation of the parks).
 - HCD is otherwise authorized to do so by law.
- If complaint is reopened:
 - Eligible for further MRLPP assistance.
 - May seek additional documents from park management.

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HCD Contact Information

California Department of Housing and Community Development
Division of Codes and Standards

Online Services: www.hcd.ca.gov/casas
(800) 952-8356

Option 1: Registration and Titling
Option 2: Permits and Inspections (both Area Offices)
Option 3: Mobilehome Parks and Special Occupancy Parks
Option 4: Dealers' or Salespersons' Licensing
Option 5: State Housing Law, Factory-Built Housing, Manufactured Housing, and Employee Housing

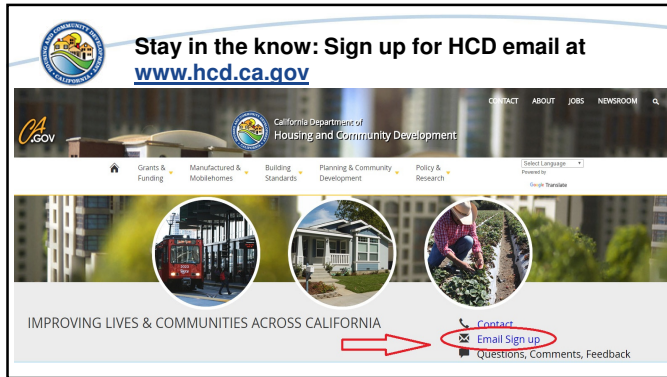
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HCD Contact Information

- Permits to Operate:** ParksPTO@hcd.ca.gov
- Registration and Titling:** ContactRT@hcd.ca.gov
- Mobilehome Assistance Center:**
MHassistance@hcd.ca.gov
- Mobilehome Residency Law Protection Program:**
MRLcomplaint@hcd.ca.gov

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Stay in the know: Sign up for HCD email at www.hcd.ca.gov

California Department of Housing and Community Development

Grants & Funding | Manufactured & Mobilehomes | Building Standards | Planning & Community Development | Policy & Research | Select Language

IMPROVING LIVES & COMMUNITIES ACROSS CALIFORNIA

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Email Sign up
Questions, Comments, Feedback

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Join Team HCD

HCD values diversity at all levels of the Department and is committed to fostering an environment in which employees from a variety of backgrounds, cultures, and personal experiences are welcomed and can thrive. We believe the diversity of our employees and their unique ideas inspire innovative solutions to complex housing challenges.

Join us and help improve the lives of all Californians.

To find jobs at HCD:
Visit: jobs.ca.gov and click "Advanced Job Search."
• Search for California Department of Housing and Community Development

New to state service? Don't worry.
You can view the step-by-step process on jobs.ca.gov.

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