

DRAFT

**MOBILEHOME ADVISORY COMMISSION
SYNOPSIS OF REGULAR MEETING**

JUNE 17, 2010

MEMBERS PRESENT:	Monna S. Lang Mike Graves David P. Oster Donna Cox	Chairperson Vice Chairperson Commissioner Commissioner
MEMBERS ABSENT:	Jacquie Heffner	Commissioner—excused
STAFF:	Lan-Thao Nguyen Shasta Greene Vivian Frelix-Hart Rachel VanderVeen Theresa Ramos	Councilmember Nguyen’s Office City Attorney Staff Housing Staff Housing Staff Housing Staff
PUBLIC:	Martha O’Connell Elizabeth Warren Roseanne Johnson Gail Ann Osmer	Senior Commission Liaison/ Home Owners to Maintain Equity, President Home Owners to Maintain Equity (HOME), Colonial Manor Oakcrest Mobilehome Park California Mobilehome Resource Action Association, Colonial Manor

- (a) **Call to Order/Welcome/Introductions**—Lang opened the meeting with introductions at 5:02pm. Frelix-Hart noted that Commissioner Heffner has an excused absence.
- (b) **Public Comment/Open Forum**—none.
- (c) **Orders of the Day**— Frelix-Hart requested agenda item (f)(1) Discuss City Budget (City Staff) be discussed out of sequence. By Commission consensus, the request was granted.
- (d) **Announcements**
- (1) **Amendment to the 2009-2010 Consolidated Annual Action Plan Notice Plan**—Frelix-Hart announced the notice and extended an invitation to the MAC to participate.
 - (2) **Distribution of the Maximum Annual Percentage Increase (MAPI) Notice based on the Consumer Price Index Report, Theresa Ramos**—Ramos provided to the MAC a notice that the maximum allowable percentage increase per the City’s Mobilehome Rent Ordinance is 3%. Graves wanted clarification on the notice. Housing staff explained that the percentage and timeframe for the increase is a posting requirement; not a mandated rent increase.
 - (3) **Requests for Public Information**—Frelix-Hart announced that Housing staff recently received public requests about past rent increase petitions and hearing decisions; an indication that a petition may be filed by a park owner.
- (e) **Mobilehome Advisory Commission Synopsis**
- (1) **Review and accept the February 18, 2010 Synopsis of Regular Meeting**—Graves made a motion to accept the April 15, 2010 Synopsis. Oster seconded the motion. The motion passed (4:0).
- (f) **Discussion/Recommended Actions**
- (1) **Discuss City Budget (City staff)**—VanderVeen distributed a handout and gave an overview of the City of San José’s Budget Update about the General Fund (\$116 million) shortfall, service and staff impacts from layoffs, bumping process, a 10% employee salary reduction, and union bargaining negotiations. VanderVeen also mentioned Housing Department impacts; a \$1 million reduction to costs in the 20% fund, increased federal funding, and no impact to the Rental Rights and Referrals Program funding. Graves inquired if there were other mobilehome impacts, referring to mobilehome staffing, aside from the MAC meeting less frequently. VanderVeen responded that there are no mobilehome staff changes.
 - (2) **Discuss survey distribution to park owners and residents and make a recommendation (Commissioner Lang)**—The MAC discussed distribution of surveys to park owners and residents throughout San José. Frelix-Hart reported to the MAC that due to budget constraints, the City will print the survey but is unable to mail-out the survey to 10,000 residents, as it’s costly. Frelix-Hart suggested an alternative distribution by survey monkey and resident homeowner associations throughout the parks. The MAC discussed: legal issues, privacy, retention policy, use of survey monkey;

solicitation of organizations and/or individual volunteers to distribute surveys, City website posting of survey, distribution in each park newsletter, City staff distribution, and time constraints. Graves was concerned about the survey distribution method, raising an issue about the data collection being one-sided and skewed. He referred to the intent of the survey which was to obtain park infrastructure information and does not want to lose the integrity of the survey. Graves made a motion to allow the City of San José, Housing staff to distribute the survey to the parks and to be handed out by senior staff by a certain time without volunteers. Cox seconded the motion. The motion passed (4:0).

Public comment: Osmer stated that CMRAA would assist as an association to distribute the survey and as a resident she volunteered to distribute the survey at her mobilehome park.

Public comment: O'Connell stated that it was great that individuals are willing to volunteer but thought it critical that the survey not be tied to one organization. O'Connell also suggested that the survey be inserted into each park newsletter (magazine) as every park has a free newsletter (magazine).

Frelix-Hart inquired about distribution timeline with one Housing member staff. Oster asked cost efficiency of staff time versus stamps for the survey distribution. Graves suggested that the MAC not distribute the survey if funding is a problem. Lang made a motion to direct the City Attorney's office to review the (park) housing newsletters (magazines) that go out and decide whether or not inserting the survey is consistent with the bylaws and if it's appropriate that it come from the Housing Department; if so then do it. Oster seconded the motion. The motion passed (4:0).

Graves made a motion to state that the last motion supersedes the first motion. There was no second. The motion did not pass. Cox suggested that the survey distribution be calendared for the retreat. Graves restated the motion to state that the last motion supersedes the first motion. Oster seconded the motion. The motion passed (4:0).

Public comment: Johnson suggested that the survey may be distributed by inserting it into the park magazines.

- (3) **Discuss proposed changes to Boards and Commissions (City Staff)**—Frelix-Hart provided information to the MAC about changing the meeting time from every two months to quarterly. Both Cox and Lang were concerned about meeting less frequently but wanted to be responsive to the City's budget constraints. Lang referred to the focus of the MAC which is to make recommendations to the City Council about the Mobilehome Rent Ordinance. After discussion, the Commission by consensus, agreed to the proposed changes to the MAC as a savings contribution to the City's budget. Frelix-Hart mentioned another change; commissions will be required to complete a Commission workplan and a year-end report to the City Council for approval. Housing staff will forward the Commission's comments to the Director of Housing.

Public comment: O'Connell stated that there are several commissions that meet monthly, referring to the Human Rights Commission as another impacted commission and had a question. O'Connell said that when this (agenda item) was presented in another meeting, she understood that if the budget passes, it was a done deal and mentioned that other Commission wasn't asked to give input. Frelix-Hart stated that the City Council makes the final decision.

- (4) **Review and discuss the MAC Retreat Update Memorandum, (Theresa Ramos)**—Ramos provided an update on the logistics of the MAC retreat and suggested topics. Lang stated her unavailability and requested a date change. By Commission consensus, the retreat date changed from August 21, 2010 to August 28, 2010. The Commission considered the following topics for discussion: Councilmember Nguyen, MAC liaison; Water meter transfers (San Jose Water District), Public Utilities Commission, Weights and Measures, State Housing and Community Development, and water charges, as possible presentations for the retreat. Housing staff will follow up.
- (5) **Review and discuss the MAC agenda plan, and make a recommendation (all)**—The MAC reviewed and discussed the MAC agenda. By Commission consensus, this item was agendaized for the retreat.

(g) Correspondence

- (1) **Review HOME Letter dated May 3, 2010 regarding the Fire House on Communications Hill**—The MAC reviewed correspondence from HOME as informational.

(h) Adjournment—The MAC meeting adjourned at 6:29pm.