

## MOBILE HOME PARK ADVISORY COMMITTEE

### Meeting Minutes June 23, 2021, 4:00 p.m. Regular Meeting via Zoom Webinar

#### 1. CALL TO ORDER:

Director Jennifer Le called the Mobile Home Park Advisory Committee meeting to order at 4:05 p.m. on June 23, 2021 via Zoom call.

#### 2. ROLL CALL:

**Members Present:** Eileen Cirillo, Michael Dougher, Wanda Garro (joined at 4:41 p.m.), Maria Horton, Colette McCall Craddolph (joined at 4:10 p.m.), Dolores Minerich, Vickie Talley, and Jimmy Vivar.

**Members Absent:** Kimberly Christiansen

**City Council Liaisons Present:** Mayor John Stephens

**Staff Present:** Economic and Development Services Director Jennifer Le, Zoning Administrator Willa Bouwens-Killeen, Principal Planner Minoo Ashabi, Executive Secretary Julie Colgan, and Administrative Secretary Shannon Aitken.

**Consultants Present:** Nick Chen and Ines Galmiche from Kimley Horn.

#### 3. ADMINISTRATION OF OATH OF OFFICE FOR NEWLY APPOINTED MOBILE HOME PARKS ADVISORY COMMITTEE:

City Clerk Brenda Green administered the Oath of Office.

#### 4. PUBLIC COMMENTS – Items not on the Agenda:

a. Jim gave an overview of the Little Free Library book sharing movement. He recommended it for Costa Mesa Mobile Home Parks.

[www.littlefreelibrary.org](http://www.littlefreelibrary.org)

b. Mayor Stephens thanked the Members for their service.

#### 5. BROWN ACT TRAINING:

City Clerk Brenda Green conducted training on Brown Act.

## 6. ELECTION OF CHAIR AND VICE-CHAIR:

**Public Comment:** No comments.

**MOTION:** Member Maria Horton made a motion to nominate Member Vickie Talley as Chair. Seconded by Member Eileen Cirillo.

**Moved by Member Maria Horton, seconded by Member Cirillo**

The motion carried by the following roll call vote:

Ayes: Cirillo, Dougher, Horton, McCall Craddolph, Minerich, Talley,  
Vivar  
Nays: None  
Absent: Christiansen, Garro  
Recused: None  
Motion carried: 7-0

**MOTION:** Member Vickie Talley made a motion to nominate Member Eileen Cirillo as Vice-Chair. Seconded by Member Jimmy Vivar.

**Moved by Member Vickie Talley, seconded by Member Jimmy Vivar.**

The motion carried by the following roll call vote:

Ayes: Cirillo, Dougher, Horton, McCall Craddolph, Minerich, Talley,  
Vivar  
Nays: None  
Absent: Christiansen, Garro  
Recused: None  
Motion carried: 7-0

## 7. OLD BUSINESS: None

## 8. NEW BUSINESS:

- a. Director Le welcomed the members and thanked them for their service. She gave an overview of the purpose of the Committee.
- b. Housing Element Update 2021 – 2029 Presentation
  - i. Director Le introduced Principal Planner Minoo Ashabi.
  - ii. Consultants Nick Chen and Ines Galmiche gave a presentation on the Housing Element Update 2021 – 2029.

**Public Comment:** No comments.

### **Committee Member Comments:**

Chair Talley thanked her fellow members for their confidence in her as Chair. She thanked Staff for the presentation.

Vice-Chair Cirillo thanked Staff for all of the information and providing the timeline. She attended a few sessions and it is nice to see to how it all came together.

Member Horton requested a copy of the presentation. Thank you for the presentation.

Director Le instructed Staff to provide to the members.

Member Minerich inquired if there were plans to look into the State Mobile Home Park residency laws. Many residents are not aware they exist or understand them.

Director Le stated Staff will look into it.

Chair Talley noted that Mobile Home Parks Owners are required to provide a copy of law to their residents upon move-in. They are also required to post any changes to the law in the Management office.

Member Dougher inquired if the study will take into consideration that Mobile Home Park living is an affordable housing option. The low-income qualification and affordable housing aspect is a concern for him and many others. There is also a concern regarding the preservation and protection from invasive development of mobile home parks.

Prior to COVID-19, the Costa Mesa Mobile Home Coalition submitted a Zoning Ordinance proposal and a Zoning Overlay proposal for review.

Mr. Chen explained the two types of affordable housing: 1) Deed restricted affordable units, applicable mostly to newer developments; and 2) Naturally affordable, based on size, location, housing type. Staff is looking into current policies in the General Plan. He further explained the overall goal of the Housing Element Update and stated staff will conduct additional research.

Director Le stated she is aware of the pre-COVID submittals. She also stated there are requirements in the current Zoning Code on Mobile Home Park use. The Housing Element includes encouraging preservation of the parks. The topic can be agendaized for a future Committee meeting.

Member McCall Craddolph stated that Costa Mesa Mobile Estates (Harbor Boulevard and Wilson Street) are in dire need of a nearby park that is child-friendly as Wilson Street Park is not. She also noted parking issues at some of the parks.

Member Vivar asked for clarification of the terms “owner-occupied” and “renter-occupied”. He also commented on the affordability issues when a national management company purchases a property.

Mr. Chen defined the terms, and clarified the percentage of each in Costa Mesa.

A short discussion ensued on the current laws and the requirements regarding affordability and sale of mobile home parks.

## **9. COMMITTEE MEMBER COMMENTS:**

Member Dougher thanked his fellow members for volunteering, and thanked Staff for selecting him. He is looking forward to making progress on preserving the lifestyle.

Member Horton thanked the Mayor and Staff for appointing all of them. She is thankful for the opportunity to educate Council members and Staff on what is involved in Mobile Home Park living, management, and ownership.

Member Garro inquired if the meetings could be changed from Wednesday to another day.

Member Horton stated changing from Wednesday works better for her.

Director Le will have Staff look into changing the meeting day.

Member Vivar thanked Council member Chavez and Staff for his appointment. He requested the Little Free Library be agendaized for a future meeting. He inquired if there would be sub-committees to this Committee. He suggested holding Mobile Home Park Community meetings to provide information to residents.

Member Dougher stated the Costa Mesa Mobile Home Coalition [a community group] focuses on providing information to residents and suggested their input might be helpful to Staff.

## **10. UPCOMING AGENDA ITEMS:**

- a. Discussion for potential opportunity to preserve Mobile Home Parks, and address affordability.
- b. Member Talley requested an overview of existing programs for Mobile Home Parks.

## **11. ADJOURNMENT:**

- a. Director Le adjourned to the next scheduled meeting at 5:52 p.m.