



Memorandum

TO: RULES AND OPEN GOVERNMENT COMMITTEE
FROM: Leslye Corsiglia
SUBJECT: MOBILEHOME ADVISORY COMMISSION 2011 ACCOMPLISHMENTS
DATE: March 26, 2012

Approved

Date

3-28-12

RECOMMENDATION

It is recommended that the Rules and Open Government Committee approve the Mobilehome Advisory Commission's (MAC) 2011 report.

OUTCOME

With the acceptance of its 2011 report, the MAC will continue to discuss and work on specific issues to study, review, evaluate, and make recommendations to Council and the Department of Housing regarding the City's Rental Rights and Referrals Program (RRRP).

BACKGROUND

The MAC oversees the operation and administration of the RRRP, Mediation and Arbitration hearing process as set forth in Section 2.08.3400 of the San José Municipal Code. The Commission recommends to Council any changes and/or amendments which may be deemed necessary to insure the successful operation and administration of RRRP Arbitration, Section 17.22 of the San José Municipal Code. The Commission may also make recommendations to Council and Administration regarding the staffing and funding necessary to operate and maintain the rental dispute mediation and arbitration hearing process.

As part of the effort in 2007 to streamline operations and staffing for the City's existing boards and commissions, Council approved the recommendation to implement a new workplan and annual report template that each Board/Commission would use to prepare and focus on specific priorities, allowing direct and concise direction to the members of the bodies, while managing the time of the City support staff.

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ANALYSIS

In 2011, the MAC met three times (See Attachment A). In addition, two of the MAC Commissioners participated in a RRRP Budget Sub-Committee meeting with two members of the Advisory Commission on Rents to provide recommendations on the program's annual fees. During the year the Commissioners made eight motions on issues related to the RRRP. The vast majority (11) of the Commission's agenda items were from the workplan, while the remaining three items were within the Commission's purview.

/s/

LESLYE CORSIGLIA
Director of Housing

For more information contact Leslye Corsiglia, Director of Housing at (408) 535-3851

Attachment A: Mobilehome Advisory Commission
2011 Annual Report

Date	Agenda Items	Action (Motion/Presentation/Report)	2011 Work Plan
February 24, 2011	Nominations and elections for ACR Chair & Vice-Chair	Motion: Commissioner Mike Graves (landlord representative) was elected as Chair and Jacquie Heffner (neutral) was elected as Vice-Chair	Yes (Elect Chairperson and Vice Chairperson)
	Input on changes to the City's Mobilehome Rent Ordinance, Chapter 17.22	<p>Review and discussion of letter recommending that the Mobilehome Rent Ordinance be opened up to change the language regarding allowable annual rent increases to be based on the Consumer Price Index. The Ordinance allows for space rents to be increased annually by a minimum of 3% to a maximum of 7% based on the Consumer Price Index.</p> <p>Motion: The Commissioner voted to forward the issue to the Housing Director for review and a staff workload assessment including a timeline and seek a workplan amendment from the Rules Committee to create an adhoc committee to review the issue.</p>	Yes (Discuss the 3% Floor Annual Rent Increase)
	Mobilehome Park Infrastructure Surveys	<p>Review and discussion of staff's preliminary report from the mobilehome infrastructure survey.</p> <p>Motion: The Commission voted to post the survey on the Housing Department's website for public access.</p>	Yes (Mobilehome Park Infrastructure Survey)
	Correspondence	<p>Acceptance: The Commission accepted the following correspondence:</p> <ul style="list-style-type: none"> • The Mobilehome Rent Ordinance Summary Notice • Notice of the Hearing on the Consolidated Annual Action Plan • E-mails from mobilehome park residents regarding the opening up of the Mobilehome Ordinance to change the allowable annual rent increases • Letter regarding the separation of utilities <p>Motion: The Commission voted to amend their workplan to add "separation of utilities"</p>	NA
March 28, 2011	RRRP Budget Sub-Committee meeting	Sub-committee consisting of two members of the MAC and two members of the Advisory Commission on Rents. The Commissioners voted to support staff's recommendation to keep the RRRP fees the same as in the previous year.	Yes (Joint Budget AdHoc Committee)

Attachment A: Mobilehome Advisory Commission
2011 Annual Report

Date	Agenda Items	Action (Motion/Presentation/Report)	2011 Work Plan
May 19, 2011	RRRP Budget Sub-Committee meeting	Motion: The Commissioners voted to support the sub-committee's recommendation to keep the RRRP fees the same as in the previous year.	Yes (Joint Budget AdHoc Committee)
	Input on changes to the City's Mobilehome Rent Ordinance, Chapter 17.22	Motion: The Commission voted to take no further action on the opening up of the mobilehome ordinance at that time.	
	Mobilehome Park Infrastructure Surveys	Motion: The Commission voted to have staff do additional analysis on the survey.	Yes (Mobilehome Park Infrastructure Survey)
	Legal Review/Update	CAO presentation on SB 444, which would allow a City to deny an application for subdivision/conversion if a survey of the park residents does not show support for the conversion, and AB 579 which would allow cities to recover attorney fees in certain circumstances if they prevail in challenges to their mobilehome rent ordinance.	Yes (Legislation and Litigation Report)
October 20, 2012	Envision 2040	Commissioner presentation on the Envision 2040 plan and process.	Yes (Review Envision 2040)
	Mobilehome Park Infrastructure Surveys	Motion: The Commission voted to have staff post the results of the survey on its website and remove the survey from the website.	Yes (Mobilehome Park Infrastructure Survey)
	2011 Annual Report and 2012-13 Workplan	Commission developed the ACR 2011 Annual Report and the 1/1/12 - 6/31/13 workplan.	Yes (Provide a 2011 Annual Report and a 2012 Commission Workplan)
	City/Department Budget update	Staff presentation on the Housing Department and City's budget and its impact on the RRRP.	NA
	Correspondence	Staff provided the Commission with the Rental Dispute Fee Exemption Request that was sent to all mobilehome park owners and managers.	NA