



Memorandum

**TO: RULES AND OPEN
GOVERNMENT COMMITTEE**

FROM: Leslye Corsiglia

SUBJECT: SEE BELOW

DATE: May 8, 2012

Approved

Date

5/8/12

**SUBJECT: FOLLOW-UP ON ISSUES REGARDING COLONIAL MANOR
MOBILEHOME PARK HEARING ROOMS**

BACKGROUND

On May 2, 2012, during the Open Forum period of the Rules Committee meeting, constituent Martha O'Connell expressed concerns about the size and accessibility of the rooms reserved for the Colonial Manor Mobilehome Park Hearings. On May 3, 2012, several letters were sent to the Mayor and City Council from residents of Colonial Manor as well as a letter from Homeowners Organized to Maintain Equity (H.O.M.E.) and signed by JoAnne Ingold, Vice President, and Sharleen Kakolewski, Secretary, expressing similar concerns. This memorandum responds to the concerns raised.

ANALYSIS

On February 27, 2012, the owners of Colonial Mobile Manor Mobilehome Park filed a petition with the City's Rental Rights and Referrals Program (RRRP) to increase space rents by \$114, which is an increase of 11% to 28% depending on the resident's current monthly rent. On March 3rd and March 5th the RRRP held two meetings at the mobilehome park to educate the residents on their rights and responsibilities under the City's Mobilehome Rent Ordinance in general and more specifically on the upcoming hearing process on the proposed rent increases.

On March 8, 2012, the City mailed a notice to each of the residents of the Colonial Manor Mobilehome Park regarding the April 13, 2012, pre-hearing conference which included the date, time, and location of the conference. The notice stated that the topics of the pre-hearing conference would "include required documentation, the identification of resident representatives, and information on any service reduction claims by the park residents and related supporting evidence." Further, the notice specifically stated that hearing dates would be determined at the pre-hearing conference. Finally, the notice provided contact information for any questions.

Based on the sign-in sheet, in addition to City staff and the Hearing Officer, 11 people attended the prehearing conference, including Ms. O'Connell. The pre-hearing conference included a

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discussion regarding the assignment of rooms for each of the hearing dates. At that time the parties agreed that the rooms assigned would meet the needs of all parties. None of the attendees raised concern regarding the size of the rooms at the pre-hearing.

On April 17th Ms. O'Connell requested the following items for the hearings: 1) a straight back chair, and 2) assisted listening devices for attendees who are hearing impaired. RRRP staff coordinated with City Hall facilities to ensure that these items are available at the hearings.

On April 29th, Ms. Kakolewski e-mailed the RRRP requesting information on the capacity of the assigned rooms and further stated that "nothing in the ordinance imposes a limitation on attendance based on the room size." On May 4th RRRP staff provided Ms. Kakolewski with the requested information. At no time, did anyone submit a request for a larger room.

The following dates and locations were decided upon for the Hearings (the last three dates are tentative based on need):

June 18, 2012	9am to 5pm	Wing Rooms 118/119	Holds 54 people
June 26, 2012	9am to 5pm	Wing Rooms 118/119	Holds 54 people
June 27, 2012	9am to 5pm	Room T-550	Holds 26 people
June 28, 2012	9am to 5pm	Room T-644	Holds 18 people
June 29, 2012	9am to 5pm	Room T-1446	Holds 29 people
July 2, 2012	9am to 5pm	Room T-955	Holds 20 people
July 3, 2012	9am to 5pm	Room T-1446	Holds 29 people

The residents of 78 of the 207 impacted mobilehome park spaces are being represented by Mr. Bruce Stanton. The remainder of the residents have not signed a proxy allowing for an outside representative. Given the lack of communication with the Rental Rights and Referrals Program, their level of engagement with the hearing process is unclear. According to Mr. Stanton, the meetings held after June 26th will require space for a maximum of 10-15 people because they will be addressing service reduction claims and not all of the claimants will be present at the same time. Mr. Rodriguez the attorney for the park owner stated that he would require seating for approximately five people on June 18th, but only two or three the following dates.

In conclusion, the room sizes were selected after consultation with both the residents and the park owner. The decision behind the timing of the hearings and their locations was with the goal of completing the process in a fair yet expeditious manner. Nevertheless, staff is currently locating a larger meeting site to respond to these concerns.

/s/

LESLYE CORSIGLIA
Director of Housing