



# Ventura County Mobile Home Park Rent Review Board November 17, 2021 Meeting Agenda

County of Ventura • Resource Management Agency

800 S. Victoria Avenue, Ventura, CA 93009-1740 • (805) 654-2478 • [www.vcrma.org/divisions/planning](http://www.vcrma.org/divisions/planning)

**Wednesday, November 17, 2021 at 1:00 p.m.**

All interested persons are invited to attend and be heard at a public meeting to be held by the Ventura County Mobile Home Park Rent Review Board (RRB) at the date and time noted above using video conference and teleconference formats.

**IN RESPONSE TO THE DECLARED STATE AND LOCAL EMERGENCIES DUE TO THE NOVEL CORONAVIRUS, AND CONSISTENT WITH THE RECOMMENDATION OF THE VENTURA COUNTY PUBLIC HEALTH OFFICER DATED SEPTEMBER 21, 2021, TO PROMOTE SOCIAL DISTANCING AND CONTINUE REMOTE MEETINGS OF ALL LEGISLATIVE BODIES IN VENTURA COUNTY, THE HALL OF ADMINISTRATION MULTIPURPOSE CONFERENCE ROOM IS CURRENTLY CLOSED TO THE PUBLIC. PURSUANT TO GOVERNMENT CODE SECTION 54953, SUBDIVISION (e), ALL MEETINGS OF THE CULTURAL HERITAGE BOARD ARE BEING CONDUCTED ELECTRONICALLY. TO FIND OUT HOW YOU MAY ELECTRONICALLY ATTEND THE PUBLIC HEARING AND PROVIDE PUBLIC COMMENT, PLEASE REFER TO THE INSTRUCTIONS BELOW.**

## **LISTENING TO THE MEETING ONLY**

If you do not have access to a computer or if you would like to listen to the meeting by phone, please follow the steps below:

1. If you are in the United States, dial (669) 900-9128 or (346) 248-7799 or (646) 558-8656 or (253) 215-8782 or (301) 715-8592 or (312) 626-6799. If you dial a number near your current location, you may receive higher audio quality;
1. Enter Webinar ID: 895 0514 3861, when prompted. You will be placed into the meeting as an attendee.

## **VIEWING THE MEETING ON YOUR COMPUTER OR TABLET**

To view the meeting on your computer or tablet, follow the steps below:

2. Turn on your computer or tablet, open your internet browser;

In Compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact Dillan Murray, Cultural Heritage Program Planner, at 805-654-5042 or [Dillan.Murray@ventura.org](mailto:Dillan.Murray@ventura.org). Reasonable advance notification of the need for accommodation prior to the meeting (48 hours advance notice is preferable) will enable us to make reasonable arrangements to ensure accessibility to this meeting.

3. Navigate to the following webpage:

[https://ventura-org-rma.zoom.us/webinar/register/WN\\_hVZHN03YR5utJT9DOMmlzA](https://ventura-org-rma.zoom.us/webinar/register/WN_hVZHN03YR5utJT9DOMmlzA);

4. You must register to participate. Please complete the registration information;
5. Upon successful registration, you will be given the information needed to access the meeting. Click the link on the screen following the title "Please click this URL to join". You will be placed into the meeting as an attendee.

### **PROVIDING PUBLIC COMMENT**

#### *Written Comments:*

1. While written comments may be submitted by e-mail during the hearing, the public is encouraged to submit comments no later than 10:00 a.m. on the day of the hearing to Dillan Murray via email at [Dillan.Murray@Ventura.org](mailto:Dillan.Murray@Ventura.org). Comments may not exceed 250 words. All comments received prior to the deadline which are 250 words or less will be read into the record by staff. Comments greater than 250 words will be distributed to the RRB at the hearing and included in the public record;
2. Comments submitted must include the following information:
  - a. Name;
  - b. Item you are addressing with your comment; and
  - c. Your mailing address.

#### *Comments Provided at the Public Meeting:*

1. If you are accessing the hearing via phone and would like to speak on an item, dial \*9 to raise your hand. If you are accessing the hearing online, select the "raise hand" function;
2. Interested speakers will be called upon in the order received. Dial \*6 to be unmuted to provide comment or use the "unmute" function;
3. Comments submitted must include the following information:
  - a. Name;
  - b. Item you are addressing with your comment; and
  - c. Your mailing address.

## **AGENDA**

Consideration will be given only as noted to the following:

1. **Call to Order**
2. **Pledge of Allegiance to the Flag of the United States of America**
3. **Disclosures and Ex-Parte Communication**
4. **Public Comment on Concerns within the Authority of the County Rent Control Ordinance**  
This time is set aside for public comment on items not otherwise on this agenda which are within the purview of the Rent Review Board. Speakers wishing to address the Board shall be allowed a maximum of five minutes for their comments. The Board is prohibited from taking action on any item that is not part of the printed and published agenda.
5. **Approval of Minutes**  
RRB Meeting held on August 18, 2021
6. **Review Preliminary 2022 Meeting Schedule and Review and Consider Adoption of Proposed Resolution RRB21-001 Authorizing Remote Teleconference Meetings of the Rent Review Board for a 30-Day Period pursuant to Government Code section 54953, subdivision (e), of the Ralph M. Brown Act.**  
Presentation by Staff
7. **Comments from Rent Review Board Members**
8. **Comments from Planning Staff**
9. **Meeting Adjournment**



# Ventura County Mobile Home Park Rent Review Board

## August 18, 2021 **Draft** Meeting Minutes – Item 5

### County of Ventura • Resource Management Agency

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**Note: The following is a summary of actions taken by the CHB at their public hearing and not a verbatim transcription.**

Board Members Present: Richard Francis (Acting Chair)  
Tom Hundley  
Jill Martinez  
Steve Cass

Board Members Absent: Brent Rosenbaum

County Staff Present: Dillan Murray, Staff Coordinator  
Tricia Maier, Planning Programs Manager

1. 2:11 P.M. HEARING CALLED TO ORDER  
By Acting Chair Francis

2. PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA

3. DISCLOSURES AND EX-PARTE COMMUNICATION

Acting Chair Francis disclosed that he had communicated with Board Member Hundley regarding a private matter, unrelated to an item within the purview of the Mobile Home Park Rent Review Board (MHPRRB).

4. PUBLIC COMMENT ON CONCERNS WITHIN THE AUTHORITY OF THE COUNTY RENT CONTROL ORDINANCE

Liz Cole with the Golden State Manufactured-Home Owners League (GSMOL) and Golden Oaks Mobile Home Park noted her thanks to the MHPRRB for continuing to hold remote hearings.

5. APPROVAL OF MINUTES

Board Member Hundley made a motion to approve the June 21, 2021 meeting minutes. Acting Chair Francis seconded the motion. Motion passed 4-0.

Dillan Murray, Staff, clarified that Board Members who did not previously attend a hearing may still vote to approve the minutes for that hearing or may vote to recuse themselves. According to the MHPRRB Bylaws, a quorum is required to conduct a hearing and a majority of the MHPRRB's total voting members is required for a decision.

6. COMMENTS FROM RENT REVIEW BOARD MEMBERS

Board Member Martinez introduced herself to the MHPRRB and provided an overview of her background in ministry work, housing issues, and mobile home affairs in the City of Ventura.

Board Member Cass introduced himself and noted that he is a mobile home resident in the City of Ventura.

Other Board Members did not have anything to report.

7. COMMENTS FROM PLANNING STAFF

Dillan Murray, Staff, reported that the Planning Division has approved 13 ministerial rent increase applications for 2021, with one application currently pending.

Tricia Maier, Staff, responded to an inquiry from Board Member Martinez as to whether meetings of the MHPRRB could be held at the mobile home parks. Ms. Maier noted that, consistent with State and local health orders, the County of Ventura currently requires public hearings be held remotely and the MHPRRB will continue to do so for the foreseeable future. However, Ms. Maier noted that an agenda item regarding this matter could be added at the next regularly scheduled meeting for discussion purposes.

8. ADJOURNMENT

At 2:28 p.m., Board Member Hundley made a motion to adjourn the meeting. Acting Chair Francis seconded the motion. Motion passed 4-0.

The next quarterly meeting is scheduled for Wednesday, November 17, 2021 at 1:00 p.m.

\_\_\_\_\_  
Brent Rosenbaum, Chair  
Mobile Home Park Rent Review Board

ATTEST:

\_\_\_\_\_  
Dillan Murray, Staff Coordinator

\_\_\_\_\_  
Date



# **Staff Report and Recommendations**

## **Mobile Home Park Rent Review Board**

### **Hearing on November 17, 2021, Item 6**

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#### **I. REQUEST:**

A request to review the preliminary Mobile Home Park Rent Review Board (RRB) 2022 meeting schedule and review and consider adoption of Resolution RRB21-001 (Exhibit 1) authorizing remote teleconference meetings of the RRB for a 30-day period pursuant to Government Code section 54953, subdivision (e), of the Ralph M. Brown Act.

#### **II. DISCUSSION:**

In response to the declared state and local emergencies due to the novel coronavirus, and in accordance with the Governor's Executive Order N-29-20, the RRB began conducting remote public meetings in May 2020 using video conference and teleconference formats. These modifications set to expire on September 30, 2021, Assembly Bill 361 (AB 361) was signed into law by the Governor on September 16, 2021 amending the Brown Act to allow fully virtual board meetings during a state of emergency.

Pursuant to AB 361, all legislative bodies may continue to meet virtually without having to comply with the existing teleconferencing requirements under the Brown Act (e.g., Gov. Code, § 54953, subd. (b)) provided the requirements set forth in Government Code section 54953, subdivision (e), are satisfied. AB 361 applies to every County board, committee, or commission subject to the Brown Act, which are called "legislative bodies."

Until January 1, 2024, legislative bodies may continue to use live video and teleconferencing for public meetings without complying with the existing teleconferencing requirements imposed by the Brown Act in any of the following circumstances:

- The legislative body holds a meeting during a proclaimed state of emergency, and state or local officials have imposed or recommended measures to promote social distancing;
- The legislative body holds a meeting during a proclaimed state of emergency for the purpose of determining, by a majority vote, whether as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees; or
- The legislative body holds a meeting during a proclaimed state of emergency and has determined, by majority vote, that, as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees. (Gov. Code, § 54953, subd. (e)(1)(A) through (C).)

If a legislative body wants to continue meeting virtually as authorized by AB 361, the legislative body must make the required findings every 30 days after its first post-October 1, 2021, virtual meeting. When a legislative body holds a meeting remotely pursuant to AB 361, it must comply with all the requirements set forth in Government Code section 54953(e)(2) including, but not limited to:

- Give notice of the meeting and post agendas as otherwise required by the Brown Act;
- In each instance in which notice of the teleconferenced meeting is given or the agenda for the meeting posted, must also give notice as to how the public may access the meeting and provide comments. The agenda shall identify and include an opportunity for all persons to attend via a call-in option or internet-based service option;
- Conduct the meeting in a manner that protects the statutory and constitutional rights of the parties and the public appearing before the legislative body;
- Stop the meeting and take no further action if there is a disruption in the broadcasting of the meeting until such time as the broadcast can be restored;
- Cannot require that public comments be submitted in advance of a meeting and must provide an opportunity for the public to address the legislative body and offer comment in real time;
- Notwithstanding Government Code section 54953.3, which prohibits requiring a member of the public to register as a condition to attendance at a meeting of a legislative body, an individual desiring to provide public comment through the use of an internet website, or other online platform, not under the control of the local legislative body (e.g., Zoom), that requires registration to log in to a teleconference may be required to register as required by the third-party internet website or online platform to participate.
- Cannot close the public comment period until the public comment time specified on the agenda has passed and cannot close the ability to register to speak until a reasonable amount of time has passed. If no time is specified on the agenda, must allow a reasonable amount of time per agenda item to allow public members the opportunity to provide public comment

In addition, on September 21, 2021, Dr. Robert Levin, Ventura County Health Officer, issued a recommendation to continue practicing social distancing measures throughout Ventura County communities, including to continue to implement 100 percent remote meetings of all legislative bodies in Ventura County, to prevent and minimize the spread of COVID-19.

### **III. Preliminary 2022 Meeting Schedule:**

For the Year 2022, should the RRB opt to return to in-person meetings, the RRB Regular Meetings will be held on the following dates:

- Wednesday, February 16, 2022
- Wednesday, May 18, 2022
- Wednesday, August 17, 2022
- Wednesday, November 16, 2022

In-person meetings are typically held at the Ventura County Government Center, Hall of Administration, 800 S. Victoria Avenue, Ventura, CA 93009, Third Floor, Multipurpose Room. Alternative meeting locations may potentially be explored by RRB Staff at the discretion of the RRB.

If the RRB adopts Resolution RRB21-001 (Exhibit 1) and opts to continue meeting virtually as authorized by AB 361, it must meet to make the required findings every 30 days thereafter. For the remainder of Year 2021 and beginning of Year 2022, should the RRB opt to continue meeting virtually, the RRB Regular Meetings will be held on the following dates:

- Wednesday, December 15, 2021
- Wednesday, January 12, 2022
- Wednesday, February 9, 2022
- Wednesday, March 9, 2022
- Wednesday, April 6, 2022
- Wednesday, May 4, 2022
- Wednesday, June 1, 2022

### **IV. RECOMMENDED ACTIONS:**

Staff is recommending the RRB take the following actions regarding this item:

1. **CONDUCT** the public hearing, **RECEIVE** oral and written testimony, and **CONSIDER** the Planning Division Staff report;
2. **PROVIDE** feedback on the preliminary 2022 meeting schedule and location; and
3. **CONSIDER** adoption of Resolution RRB21-001 (Exhibit 1) authorizing remote teleconference meetings of the Rent Review Board for a 30-day period pursuant to Government Code section 54953, subdivision (e), of the Ralph M. Brown Act.



Prepared by:



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Dillan Murray, Assistant Planner  
Ventura County Planning Division  
(805) 654-5042

Reviewed by:



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Tricia Maier, Manager  
Planning Programs Section  
(805) 654-2685

Exhibits:

Exhibit 1 – Resolution RRB21-001

**VENTURA COUNTY MOBILE HOME PARK RENT REVIEW BOARD  
RESOLUTION NO. RRB21-001**

**A RESOLUTION OF THE VENTURA COUNTY MOBILE HOME PARK RENT  
REVIEW BOARD AUTHORIZING REMOTE TELECONFERENCE MEETINGS  
OF THE VENTURA COUNTY MOBILE HOME PARK RENT REVIEW BOARD  
FOR A 30-DAY PERIOD PURSUANT TO GOVERNMENT CODE SECTION  
54953, SUBDIVISION (e), OF THE RALPH M. BROWN ACT**

**WHEREAS**, the County of Ventura (“County”) is committed to preserving and nurturing public access and participation in meetings of the Ventura County Mobile Home Park Rent Review Board (“Board”);

**WHEREAS**, Government Code section 54953, subdivision (e), of the Brown Act, authorizes the legislative body of a local agency to use remote teleconferencing in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953, subdivision (b)(3), subject to the existence of certain conditions;

**WHEREAS**, a required condition is that a state of emergency is declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code section 8558;

**WHEREAS**, it is further required that state or local officials have imposed or recommended measures to promote social distancing;

**WHEREAS**, such conditions now exist in Ventura County, specifically, Governor Gavin Newsom declared a state of emergency in response to the COVID-19 pandemic on March 4, 2020 (“State of Emergency”);

**WHEREAS**, on September 21, 2021, Dr. Robert Levin, Ventura County Health Officer, issued a recommendation to continue practicing social distancing measures throughout Ventura County communities, including to continue to implement 100 percent remote meetings of all legislative bodies in Ventura County, to prevent and minimize the spread of COVID-19 (“Recommendation to Promote Social Distancing”);

**WHEREAS**, the Board does hereby find that it has reconsidered the circumstances of the State of Emergency, the State of Emergency remains active and continues to directly impact the ability of its members and attendees to meet safely in person, and that the Ventura County Health Officer, Dr. Robert Levin, continues to recommend measures to promote social distancing to minimize the spread of COVID-19 including that all legislative bodies in Ventura County

<p>County of Ventura November 17, 2021 Mobile Home Park Rent Review Board Meeting Item 6 Exhibit 1 – Resolution RRB21-001</p>
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continue to meet remotely, as further explained in his Recommendation to Promote Social Distancing, which has not been rescinded and remains in effect;

**WHEREAS**, the Board does hereby find that it shall conduct its meetings without compliance with Government Code section 54953, subdivision (b)(3), as authorized by subdivision (e), of Government Code section 54953, and that the Board shall comply with the requirements set forth in Government Code section 54953, subdivision (e)(2); and

**NOW, THEREFORE, BE IT RESOLVED**, by the Board as follows:

Section 1. The foregoing recitals are true and correct.

Section 2. Staff supporting the Board are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including conducting open and public meetings of the Board in accordance with Government Code section 54953, subdivision (e), and other applicable provisions of the Brown Act.

Section 3. This Resolution shall take effect immediately upon its adoption and shall be effective until the earlier of December 17, 2021, or such time the Board adopts a subsequent resolution in accordance with Government Code section 54953, subdivision (e)(3), to extend the time during which the Board may continue to teleconference without compliance with Government Code section 54953, subdivision (b)(3).

Passed and adopted this 17th day of November 2021, by the following vote:

AYES: \_\_\_\_\_

NOES: \_\_\_\_\_

ABSENT: \_\_\_\_\_

\_\_\_\_\_  
RRB Chair  
Ventura County Mobile Home Park  
Rent Review Board

\_\_\_\_\_  
Date

Attest: \_\_\_\_\_  
Dillan Murray  
RRB Staff Administrator

\_\_\_\_\_  
Date