

NOTICE OF REGULAR MEETING AGENDA

Manufactured Home Fair Practices Commission

MEETING INFORMATION

Thursday, September 18, 2025 • 6:30 p.m.
Council Chamber • 10601 Magnolia Ave • Santee, CA 92071

TO WATCH LIVE:

AT&T U-verse channel 99 (SD County) | Cox channel 117 (SD County)
www.cityofsanteeca.gov

IN-PERSON ATTENDANCE:

Members of the public who wish to view the Manufactured Home Fair Practices Commission Meeting live may watch the live taping of the meeting in the Council Chamber on the meeting date and time listed above.

LIVE PUBLIC COMMENT:

Members of the public who wish to comment on matters on the Manufactured Home Fair Practices Commission agenda or during Non-Agenda Public Comment may appear in person and submit a speaker slip before the item is called. Your name will be called when it is time to speak.

PLEASE NOTE: Public Comment will be limited to 3 minutes. The timer will begin when the participant begins speaking.

MEETING AGENDA

1. Roll Call
2. Pledge of Allegiance
3. **Approval of the March 20, 2025, Regular Meeting Minutes**
4. **Report on Commission Activities During Fiscal Year 2024/25**
5. **Review of Manufactured Home Park Administrative Assessment Fund**
6. Communication from staff
7. Communication from Commission
8. Non-Agenda Public Comment
9. Adjournment
 - **Next Regular Meeting: March 19, 2026**

State of California }
County of San Diego } ss.
City of Santee }

AFFIDAVIT OF POSTING AGENDA

I, James Jeffries, City Clerk of the City of Santee, hereby declare, under penalty of perjury, that a copy of this Agenda was posted in accordance with the Brown Act and Santee Resolution 61-2003 on September 12, 2025, at 5:00 p.m.

Signature

09/12/2025
Date



The City of Santee complies with the Americans with Disabilities Act. Upon request, this agenda will be made available in appropriate formats to persons with disabilities, as required by Section 12132 of the American with Disabilities Act of 1990 (42 USC § 12132). Any person with a disability who requires a modification or accommodation in order to participate in a meeting should contact the City Clerk at (619) 258-4100, ext. 114 at least 48 hours before the meeting, if possible.



CITY OF SANTEE

Manufactured Home Fair Practice Commission

Agenda Statement

MEETING DATE September 18, 2025

AGENDA ITEM NO. 3

ITEM TITLE APPROVAL OF THE MARCH 20, 2025, REGULAR MEETING MINUTES

SUMMARY

Submitted for your consideration and approval are the Minutes of the above meeting.

FINANCIAL STATEMENT

None.

RECOMMENDATION

Approve Minutes as presented.

ATTACHMENTS (Listed Below)

March 20, 2025, Regular Meeting Minutes

**Regular Meeting Minutes
Manufactured Home Fair Practices Commission
Council Chamber – Building 2
10601 Magnolia Avenue
Santee, CA 92071
March 20, 2025**

1. Roll Call

This Regular Meeting of the Manufactured Home Fair Practices Commission was called to order at 6:30 p.m.

Present: Eddie Vandiver, Chair;
D'Arcy Granbois, Vice Chair
Linda Dochterman, Commissioner
Lili Patch, Commissioner

Absent: Keshav Damoor, Commissioner

Staff Present: Brittany Gohres, Senior Management Analyst; Bill Crane, Senior Management Analyst; William Shephard, Best Best and Krieger; and James Jeffries, City Clerk.

2. Pledge of Allegiance

Commissioner Patch led the Pledge of Allegiance.

3. Approval of September 19, 2024, Regular Meeting Minutes

Chair Vandiver requested staff correct the Adjournment time listed in the Minutes

Action: Vice Chair Granbois moved approval of the September 14, 2024, Regular Meeting Minutes with the corrected Adjournment time.

Commissioner Dochterman seconded the motion which carried by the following roll call vote: Chair Vandiver: Aye; Vice Chair Granbois: Aye; Commissioner Dochterman: Aye; and Commissioner Patch: Aye. Ayes: 4. Noes: 0. Absent: 1.

4. Election of Officers (Chair and Vice Chair)

Action: Commissioner Dochterman moved to appoint Eddie Vandiver as Chair.

Vice Chair Granbois seconded the motion which carried by the following roll call vote: Chair Vandiver: Aye; Vice Chair Granbois: Aye; Commissioner Dochterman: Aye; and Commissioner Patch: Aye. Ayes: 4. Noes: 0. Absent: 1.

Action: Chair Vandiver moved to appoint D'Arcy Granbois as Vice Chair.

Commissioner Patch seconded the motion which carried by the following roll call vote: Chair Vandiver: Aye; Vice Chair Granbois: Aye; Commissioner Dochterman: Aye; and Commissioner Patch: Aye. Ayes: 4. Noes: 0. Absent: 1.

5. Review of Manufactured Home Park Administrative Assessment Fund

Brittany Gohres, Senior Management Analyst, provided a staff report and responded to Commission questions. After discussion, the report was noted as filed.

6. Assembly Bill (AB) 2782 – Outreach to Mobile Home Parks Update

Brittany Gohres, Senior Management Analyst, provided a staff report and responded to Commission questions. After discussion, the report was noted as filed.

7. Communication from Staff

Brittany Gohres, Senior Management Analyst, provided an introduction of herself as a new staff member serving as a liaison to the Commission.

Bill Crane, Senior Management Analyst, thanked the Commission for working with him for the last six years.

8. Communication from the Commission

None.

9. Non-Agenda Public Comment

- John Hossick, President of the Santee Mobilehome Owners Action Committee, inquired how the monthly assessment was different than prior years and thanked the Commission for their service.
- Dan Bickford spoke on how rent stabilization helps the community; he also inquired about expenditures the Commission experiences.

10. Adjournment

There being no further business, the meeting was adjourned at 6:49 p.m.

Date Approved:

James Jeffries, City Clerk



CITY OF SANTEE

Manufactured Home Fair Practice Commission

Agenda Statement

MEETING DATE September 18, 2025

AGENDA ITEM NO. 4

ITEM TITLE REPORT ON COMMISSION ACTIVITIES DURING FISCAL YEAR
2024/25

BACKGROUND

The Manufactured Home Fair Practices Commission was established on January 25, 1995. The duties of the Commission are outlined in Ordinance 412 (Santee Municipal Code Section 2.44). Among the Commission's responsibilities as described in Ordinance 412 is the submittal of a semi-annual report of commission activities to the City Council.

ACTIVITIES DURING 2024/2025

Since July 1, 2024, the Commission has held two regular meetings on September 19, 2024, and March 20, 2025.

No applications for adjustments in restricted rent levels were submitted or considered during this period.

FINANCIAL STATEMENT

None.

RECOMMENDATION

Accept the report.

ATTACHMENTS (Listed Below)

None.



MEETING DATE

September 18, 2025

AGENDA ITEM NO.

5

ITEM TITLE

REVIEW OF MANUFACTURED HOME PARK ADMINISTRATIVE ASSESSMENT FUND

SUMMARY

The Manufactured Home Fair Practices Ordinance ("Ordinance") requires the Commission to conduct an annual review of the administrative assessment funds collected from park owners and to receive a report detailing all direct costs related to legal defense and administration of the Ordinance.

Mobilehome parks are assessed three dollars (\$3) per "non-exempt" space per month to offset the cost of administering the provisions of the Ordinance. All assessments are deposited into a dedicated Park Administration Fund, which may only be used to cover reasonable and necessary expenses associated with implementing the Ordinance. Assessments are collected solely for spaces currently subject to the rent control provisions of the Ordinance (i.e., "non-exempt" spaces).

In Fiscal Year ("FY") 2024/25, revenues from administrative assessment fees collected totaled \$55,449, resulting in an increase of 28% compared to the previous FY. Historically, expenditures peaked during FY 2010/11 and FY 2011/12 due to the processing of two Rent Schedule Adjustment applications. For the following eight fiscal years, expenditures remained below annual revenues. However, in FY 2021/22 and FY 2022/23, expenditures exceeded revenues by 6.8% and 1.7%, respectively. In contrast, FY 2023/24 saw revenues exceed expenditures by 15.3%, primarily due to a significant reduction in legal costs, which dropped by nearly half compared to the prior year.

In FY 2024/25, revenues exceeded expenditures by approximately \$30,216, representing a 342% increase from the previous FY. This increase is primarily attributed to changes in state law that took effect on January 1, 2025, when the long-term lease exemption under AB 2782 expired. As a result, approximately 750 additional spaces became non-exempt and subject to the \$3 per month assessment fee, generating an estimated \$12,204 in additional revenue.

The Report on Park Administrative Assessment Funds for the Fiscal Year Ended June 30, 2025 (Attachment 1) indicates that total revenue including interest income was \$59,572 for the FY. Total administrative expenditures amounted to \$29,356. After accounting for expenditures, the end-of-year fund balance totals \$173,704.

No legal defense costs related to the administration or enforcement of the Ordinance were incurred during the reporting period (Attachment 2).



CITY OF SANTEE

Manufactured Home Fair Practice Commission

Agenda Statement

FISCAL IMPACT

Total revenues for FY 2024/25 increased by approximately 33% (\$14,874) compared to FY 2023/24, primarily due to higher assessment fee revenues received after January 1, 2025. Over the same period, total expenditures decreased by approximately 22% (\$8,500), largely due to personnel changes that affected salary and benefit expenses. As a result, net revenues (revenues in excess of expenditures) increased by \$23,375, representing a 342% increase from the prior FY.

RECOMMENDATION

Staff recommends that the Commission reviews and accepts the report.

ATTACHMENTS

1. Report of Park Assessment Funds for the Fiscal Year Ended June 30, 2025; and
2. Legal Defense Cost Summary

City of Santee
Manufactured Home Fair Practices Ordinance
Report on Park Assessment Funds
For the Fiscal Year Ended June 30, 2025

Assessment Revenue:	
Cameron's Mobile Estates	\$ 7,767
Greenbrier Gardens Mobile Estates	\$ 2,502
Hawaiian Village Mobile Home Park	\$ 261
Highlands Mobile Home Community	\$ 6,354
Meadowbrook Mobile Estates	\$ 11,880
Mission del Magnolia Mobile Home Park	\$ 5,544
Mission Gorge Villa Mobile Home Park	\$ 4,815
New Frontier Mobile Home Community	\$ 10,656
Pleasant Valley Mobile Park	\$ 108
Santee Mobile Estates	\$ 4,824
Town & Country Manufactured Home Estates	\$ -
Valley View Estates	\$ 738
 Total assessment revenue	 \$ 55,449
 Interest income	 \$ 4,123
 Total revenues	 \$ 59,572
 Expenditures:	
Direct personnel costs	\$ 21,922
Legal services	\$ 6,600
Commissioner stipends	\$ 400
Telephone	\$ 93
Postage	\$ 100
Utilities	\$ 241
 Total expenditures	 \$ 29,356
 Revenues in excess of expenditures	 \$ 30,216
 Available balance, beginning of year	 \$ 143,488
 Available balance, end of year*	 \$ 173,704

**City of Santee
Manufactured Home Fair Practices Ordinance
Legal Defense Cost Summary
For the Fiscal Year Ended June 30, 2025**

Legal defense costs incurred, fiscal year ended June 30, 2025	<u>\$ -</u>
Total legal defense costs incurred since ordinance implementation	<u>\$ 2,224,457.00</u>

*in defense of the ordinance. No new legal fees for this reason.