

**Mobile Home Advisory Board [MHAB]  
Meeting Notes  
April 23, 2012**

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1. **Call to Order:** Kellee Fritzal called the April 23, 2012, MHAB meeting to order at 6:02 PM, at Rancho Huntington, 19361 Brookhurst Street, Huntington Beach, CA.

2. **Roll Call**

**Members Present:** Elizabeth Alex, Mary Jo Baretich, Michael Cirillo, Sharon Dana, Dan Kalmick, Daniel Kittredge, Ed Pike, and Vickie Talley

**Members Absent:** Steve Gullage

**Staff Present:** Kellee Fritzal and Denise Bazant

3. **Oath of Office:** Fritzal administered "Oath of Allegiance for Public Officers and Employees."

4. **Election of Officers:** Fritzal open the meeting for nominations for Chair.

Baretich nominated Dan Kalmick, seconded by Alex Talley nominated Elizabeth Alex, seconded by Cirillo  
Dan Kalmick received 6 votes. Fritzal announced that Kalmick was the elected Chair.

Kalmick opened the meeting for nominations for Chair Elect  
Dana nominated Elizabeth Alex, seconded by Baretich  
Elizabeth Alex received 8 votes. Kalmick announced that Alex was the elected Chair Elect.

5. **Review of MHAB Ordinance, By-Laws, and Brown Act:** City Attorney Jennifer McGrath reported that the Mobile Home Advisory Board was created several years ago to deal with specific, unique mobile home issue in Huntington Beach. The MHAB is an advisory board to the City Council. Fritzal reported that the By-Laws were adopted in 1996. McGrath explained that the MHAB must comply with the Brown Act which means the Board cannot have closed session, cannot have meetings where the public cannot participate or provide comments. Once there is a quorum, the only items that can be discussed is what is on the agenda. McGrath mentioned that she had an inquiry regarding the subject of rent control. She stated that a section of the Municipal Charter that prohibits rent control in Huntington Beach. To modify the Charter would take a Charter amendment which can be accomplished by petition or four votes of the City Council to place the amendment on the ballot. McGrath stated the rent control Charter amendment could not be the charge of the MHAB and cannot be agenda item.

Talley suggested that the duties of Chair and Chair Elect be rotated by meeting. McGrath responded it would not be in accordance with the By-Laws and not standard procedure from other boards and commissions within the City. Also discussed was the frequency of the meeting. Fritzal stated that City Council action determined that the board would meet quarterly. Kalmick stated that a special meeting could be called by the Chair. Talley suggested to adopt policy that if 3 or more board members would like to call a special meeting, that a meeting could be called. McGrath stated that it cannot be discussed at this time unless it is placed on the agenda.

6. **Approval of the Meeting Notes:**

Baretich motioned and Kalmick seconded to approve meeting notes from the regular meeting of January 23, 2012. The motion passed 3-0-5.

Baretich motioned and Kalmick seconded to approve meeting notes from a special meeting of December 7, 2011. The motion passed 3-0-5.

7. **Public Comments:** Betsy Crimi spoke regarding rent stabilization and solar energy for pools.

8. **Old Business:**

- a. Recognition of former member Barbara Boskovich – Kalmick recognized Barbara Boskovic who was the Chair of the MHAB for many years and thanked her for her service.
- b. Huntington Shorecliff Update – No update.
- c. Atlanta Street Widening Update –The City is in the process of updating its Environmental Review and Mitigated Negative Declaration for the Atlanta Street Widening project. Because of current litigation, the City is resubmitting a more detailed relocation plan. The project requires that all the timelines restart for the Environmental Review, Mitigated Negative Declaration, and relocation plan be updated. Eight mobile homes are affected by the relocation plan associated with the Atlanta Street Widening Update.

9. **New Business:**

- a. Guest Speaker – Belen Ramirez from Express Escrow, who specialize in mobile home escrow, spoke regarding mobile home inheritance. Ramirez stated that there five types of ownership with the Department of Housing:
  1. Right of Survivorship
  2. Tenants in Common
  3. Tenants in Common and Community Property
  4. Community Property with Right of Survivorship
  5. Trust

When an heir acquires a mobile home, it is determined whether it is going through probate. If probate, a judge will appoint an executor or administrator to the estate. If there is no probate, there is a 40 day waiting period before a sale or transfer a mobile home. Information can be obtained from the Department of Housing and Community Development at [www.hcd.ca.gov](http://www.hcd.ca.gov). The park owner or manager has the opportunity to select the resident for the community. The rights and responsibility of the heir can be reviewed in the 2012 Mobile Home Residency Law.

- b. Guest Speaker and location for July 23, 2012 MHAB Meeting – No recommendations were given at the meeting. However, Kalmick suggested that if the Board has suggestions for the next meeting, to contact Fritzal. Talley suggested that the meeting be held at City Hall every meeting. Fritzal questioned if the board would like the meetings to start at an early time. It was the consensus of the board to keep the meeting at 6:00 p.m. Baretich mentioned that the reason some of the meetings are held at a mobile home park is that it gives the residents of the park an opportunity to attend mobile home meetings.

10. **Member Comments:** Kalmick suggested that everyone introduce themselves and why they were interested in becoming a board member.

Vicky Talley introduced herself as the Executive Director of the Manufacture Housing Educational Trust (MHET) for the last 30 years. She has attended nearly all of the MHAB's meetings since the inception of the MHAB. She stated that she was interested in the Board because there was an absence of community ownership representation. Representation from park owners is important so that questions can be answered from knowledgeable people from all sides.

Mike Cirillo stated he works for Star Management, which is the operator of Huntington Shorecliff Mobile Home Park. He has been operating mobile home parks for 30 years. He also would like to contribute to the MHAB from a park management viewpoint.

Ed Pike has managed mobile homes for 30 years and the manager of Pacific Mobile Home Park.

Dan Kalmick introduced himself as an At-Large Member of the MHAB. He has served for over a year as an interim member.

Dan Kittredge introduced himself as a two-term MHAB member and has lived in Huntington Beach for 36 years. He was a member of the MHAB when the mobile home conversion ordinance was approved by City Council.

Elizabeth Alex stated that she has lived in the City for 8 years and her family manages and owns mobile home parks in other cities.

Mary Jo Baretich is a resident of Cabrillo Mobile Home Park and a Resident Member of MHAB. She is Treasurer of the Huntington Beach Mobile Home Owner's Association and President of Cabrillo Mobile Home Owner's Association. She is looking forward to an open dialogue between all members of the mobile home community.

Sharon Dana has lived in Huntington Beach for 35 years and has worked at a local school district. She has lived in Huntington Shorecliff for 15 years and is the Director of the HOA board. She believes it is important to be involved in the community and looking forward to working with all board members.

**11. Next Meeting Agenda Items:**

Talley requested to review existing policies of the MHAB and establishing a policy that a special meeting that would require a majority vote of the board. Fritzal suggested a review of the By-Laws be placed on the agenda and establish policies and procedures.

Kalmick reported that the City has implemented the Senior Home Inspection Program which the Fire Department will inspect a home and the resident will receive smoke and carbon monoxide detectors. He requested the Fire Department report on this subject at the next meeting.

Talley questioned if a MHAB 2011 Report was submitted to the City Council. Fritzal responded that a memo was given to the Inter-Governmental Relations Board regarding the activities of the Board. Talley also would like to review previous policies that have been adopted by the Board. One of the policies was dispute resolution that was adopted by the MHAB. Fritzal invited Board Members to review the Economic Development Mobile Home Advisory Board's files.

**12. Adjournment:** Moved by Alex and seconded by Baretich to adjourn meeting at 7:03 pm to the next regularly scheduled meeting of July 23, 2012, at 6:00 pm held at City Hall, 2000 Main Street, Room B-8.