



City Council  
Mayor John W. Minto  
Vice Mayor Rob McNelis  
Council Member Ronn Hall  
Council Member Laura Koval  
Council Member Dustin Trotter

## CITY OF SANTEE REGULAR MEETING AGENDA Manufactured Home Fair Practices Commission

**March 19, 2022**

Notice is hereby given by the City of Santee that a rescheduled **REGULAR MEETING** will be held before the Manufactured Home Fair Practices Commission on **Saturday, March 19, 2022 at 8:00 AM** at the Santee City Hall Council Chambers, 10601 Magnolia Avenue, Santee, California, for the following purposes:

1. ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. APPROVAL OF MINUTES
  - A. Draft Minutes of Regular Meeting of September 16, 2021
4. ACTION
  - A. Election of Officers (Chair & Vice Chair)
  - B. Change of Regular Meeting Time
5. COMMUNICATION FROM STAFF
6. COMMUNICATION FROM THE COMMISSION
7. COMMUNICATION FROM THE PUBLIC
8. TOUR OF SANTEE MOBILE HOME PARKS BY BUS
9. ADJOURNMENT

Meetings of the Manufactured Home Fair Practices Commission are open to the public. Member of the public may board the tour bus prior to departure from City Hall at the start of the tour or at any of the tour's scheduled stops.

The City of Santee complies with the Americans with Disabilities Act. Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities, as required by Section 202 of the American with Disabilities Act of 1990. Any person with a disability who requires a modification or accommodation in order to participate in a meeting should direct such request to the Development Services Department at (619)-258-4100, ext. 167 at least 48 hours before the meeting, if possible.



Public records, including writings related to an agenda item for an open session of a regular meeting of the Manufactured Home Fair Practices Commission that are distributed less than 72 hours before the meeting, are available for public inspection during normal business hours at the City Clerk's Office located at 10601 Magnolia Avenue, Santee, California.

**SANTEE MANUFACTURED HOME FAIR PRACTICES COMMISSION - BUS TOUR ITINERARY**  
**March 19, 2022**

	Park Name	Address	Entry/ Drive-by	Arrive (Approx)	Leave (Approx)
1	New Frontier Mobile Home Community	9255 Magnolia Ave	Stop & Tour	8:45 AM	9:05 AM
2	Highlands Mobile Estates	7467 Mission Gorge Rd.	Stop & Tour	9:20 AM	9:40 AM
3	Pleasant Valley Mobile Park	7735 Mission Gorge Rd.	Drive-by	9:45 AM	9:50 AM
4	Valley View Estates	7908 Rancho Fanita Dr.	Stop & Tour	9:55 AM	10:15 AM
5	Meadowbrook Mobile Estates	8301 Mission Gorge Rd.	Drive-by	10:20 AM	10:25 AM
6	Greenbrier Gardens	8701 Mesa Rd.	Drive-by	10:30 AM	10:35 AM
7	Mission Gorge Villa Mobilehome Park	8545 Mission Gorge Rd	Stop & Tour	10:40 AM	11:00 AM
8	Santee Mobile Estates	9459 Mission Gorge Rd	Entry\ Drive Through	11:05 AM	11:10 AM
9	Hawaiian Village Mobile Home Park	10000 Buena Vista Ave.	Drive-by	11:15 AM	11:20 AM
10	Town and Country Mfd. Housing Estates	10250 Prospect Ave	Drive-by	11:25 AM	11:30 AM
11	Cameron's Mobile Estates	8712 Magnolia Ave	Entry\ Drive Through	11:35 AM	11:45 AM
12	Mission del Magnolia Mobilehome Park	10800 Woodside Ave	Stop & Tour	11:50 AM	12:10 AM
	City Hall - End	10601 Magnolia Ave		12:20 AM	

DRAFT MINUTES

City of Santee, California  
Manufactured Home Fair Practices Commission  
Regular Meeting  
September 16, 2021

A Regular Meeting of the Manufactured Home Fair Practices Commission was called to order at 7:00 p.m. Staff members present: Bill Crane.

**1. ROLL CALL**

Commissioners Damoor, Dochterman, Granbois, Patch and Vandiver were present. A quorum was present.

**2. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Commissioner Patch.

**3. APPROVAL OF MINUTES**

**A. Draft Minutes of Regular Meeting of April 22, 2021**

MOTION by Commissioner Vandiver to approve the minutes of the meeting on April 22, 2021 as presented, seconded by Commissioner Granbois.

After discussion Commissioner Vandiver withdrew the motion. The Commission requested staff add a moment of silence was held for Buddy Rabaya during Communication from Staff.

MOTION by Commissioner Vandiver to approve the minutes of the meeting on April 22, 2021 as amended, seconded by Commissioner Dochterman, approved by unanimous vote.

**4. ACTION**

**A. Report on Commission Activity During FY 2020/2021**

A report of commission activity during FY 2020/2021 was presented by Secretary Crane.

MOTION by Commissioner Vandiver to accept the report as presented, seconded by Commissioner Patch, approved by unanimous vote.

**B. Review of Administrative Assessment Fund**



A report on the status of the Administrative Assessment Fund was presented by Secretary Crane.

MOTION by Vice Chair Granbois to accept the report as presented, seconded by Commissioner Vandiver, approved by unanimous vote.

**C. Manufactured Home Fair Practices Commission Bus Tour**

A report was presented by Secretary Crane regarding how a bus tour would work.

The Commission discussed options and dates for a bus tour.

MOTION by Commissioner Patch to cancel the March 17, 2022, Regular Meeting and to hold an Adjourned Regular meeting on March 19, 2022 at 8:00 a.m. for meeting and bus tour, seconded by Commissioner Vandiver, approved by unanimous vote.

**5. COMMUNICATION FROM STAFF**

None.

**6. COMMUNICATION FROM THE COMMISSION**

None.

**7. COMMUNICATION FROM THE PUBLIC**

None.

**8. ADJOURNMENT**

The meeting was adjourned at 7:30 p.m. to March 19, 2022 at 8:00 a.m.



**CITY OF SANTEE**  
**Manufactured Home Fair Practice Commission**  
**Agenda Statement**

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**MEETING DATE**      March 19, 2022

**AGENDA ITEM NO. 4B**

**ITEM TITLE**      **CHANGE OF REGULAR MEETING TIME**

**SUMMARY**

At the April 22, 2021 Santee Manufactured Home Fair Practices Commission (Commission) meeting during staff comments, Secretary Crane discussed moving the Commission Meeting start time up to an earlier time. The rationale for moving the meeting time up would be to be consistent with the 6:30 p.m. start-time of the Santee City Council meetings and would allow the Commissioners to complete meetings at an earlier time.

The Santee Manufactured Home Fair Practices Commission Bylaw state that "Regular meetings of the Commission shall be held twice a year on the third Thursday of March, and September at 7:00 p.m. at the Santee City Council Chambers, 10601 Magnolia Avenue".

If the Commission desires to change the Regular Meeting start time, they could vote to amend the Bylaws to change the time to their preferred start time.

**RECOMMENDATION**

Accept the report and provide direction on preferred meeting time.

**ATTACHMENTS (Listed Below)**

Manufactured Home Fair Practices Commission - Bylaws

# MANUFACTURED HOME FAIR PRACTICES COMMISSION

## ***BYLAWS***

### **ARTICLE I: PURPOSE**

The purpose of the Commission is to ensure that the provisions of the Santee Manufactured Home Fair Practices Ordinance are appropriately implemented in Santee.

### **ARTICLE II: OFFICERS**

#### **Section 1: Officers**

On an annual basis, a Chair and Vice-Chair will be elected by the Commission from among its members.

#### **Section 2: Elections**

Unless amended, elections of officers shall be held at the first regular meeting in March.

### **ARTICLE III: MEETINGS**

#### **Section 1: Time and Place**

Regular meetings of the Commission shall be held twice a year on the third Thursday of March, and September at 7:00 p.m. at the Santee City Council Chambers, 10601 Magnolia Avenue.

#### **Section 2: Notice of Meetings**

All meetings of the Commission shall be open to the public. An agenda shall be prepared for each meeting.



**Section 3: Special or Adjourned Meetings**

Special or adjourned meetings may be called by the Chair.

**Section 4: Government Code**

Meetings of the Commission are subject to the public meeting rules of the Government Code, including the Brown Act.

**Section 5: Quorum Required to Conduct Business**

A quorum shall consist of three (3) members of the Commission. No business shall be transacted unless a quorum is present.

**ARTICLE IV: VOTING**

Each Commissioner including the Chair shall have one (1) vote. In case of a tie vote, the motion fails.

**ARTICLE V: PARLIAMENTARY AUTHORITY**

The Commission shall be governed by those rules of conduct established by the Commission as it deems necessary

**ARTICLE VI: DOCUMENTS**

Reports, photographs, letters, petitions or other physical evidence received in conjunction with hearings shall be retained as part of the Commission's records.