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1. Meeting Agenda

   Documents:

   MPRSC_260416_AGENDA.PDF

2. Item 2.B.1

   Minutes for the November 20, 2025 Regular Meeting.

   Documents:

   MPRSC_260416_ITEM_2B1.PDF

3. Item 4A

   Proposed Amendments to Mobilehome Park Rent Stabilization Administrative and Commission Regulations Chapter 31

   Documents:

   MPRSC_260416_ITEM_4A.PDF

Mobilehome Park Rent Stabilization Commission
Regular Meeting Agenda

Thursday, April 16, 2026
1:30 P.M.
City Hall – Council Chambers
23825 Stuart Ranch Road

Call to Order

Roll Call

Pledge of Allegiance

Report on Posting of Agenda – April 9, 2026

Approval of Agenda

1. Ceremonial/Presentations

A. Commission Meeting Notification Sign-Up Demonstration

B. Status Update on Rent Adjustment Applications

2. Consent Calendar

A. Previously Discussed Items

None.

B. New Items

1. Approve the minutes for the November 20, 2025 Regular Meeting

Recommended Action: Approve the minutes for the November 20, 2025 Regular Meeting

Staff contact: City Clerk Pettijohn, 456-2489, ext. 228

3. Old Business

None.

4. New Business

A. Proposed Amendments to Mobilehome Park Rent Stabilization Administrative and Commission Regulations Chapter 31

Recommended Action: 1) Review and discuss amendments to Mobilehome Park Rent Stabilization Administrative Regulations and Commission Regulations Chapter 31; and 2) Provide recommendations on hearing procedure regulations to the Mobilehome Park Rent Control Regulations City Council Ad Hoc Committee; or 3) Refer the proposed hearing regulations to the Mobilehome Park Rent Stabilization Commission Ad Hoc Committee and make recomendations to the Mobilehome Park Rent Control Regulations City Council Ad Hoc Committee at a future meeting.

Staff contact: Interim Assistant City Manager DuBoux, 456-2489, ext. 339

5. Written and Oral Communications from the Public and Commissioners

A. Communications from the Public concerning matters which are not on the agenda but for which the Commission has subject matter jurisdiction. The Commission may not act on these matters at this meeting.

B. Commissioner inquiries/announcements/remarks

Adjournment

Guide to the City Commission Proceedings

Public Communications: In order to participate, each speaker must complete and submit to the Recording Secretary a Request to Speak form *prior* to the beginning of the item being announced by the Chair. Each speaker is limited to three (3) minutes, speakers may surrender their time by deferring one (1) minute to another in-person speaker, not to exceed a total of eight (8) minutes. The speaker wishing to defer time must be present when the item is heard and their form must be submitted with the speaker form for the individual they are deferring time to. Speakers are taken in the order slips are submitted.

Items in Consent Calendar Section A have already been considered by the Commission at a previous meeting where the public was invited to comment, after which a decision was made. These items are not subject to public discussion at this meeting because the vote taken at the previous meeting was final. Resolutions concerning decisions made at previous meetings are for the purpose of memorializing the decision to assure the accuracy of the findings, the prior vote, and any conditions imposed.

Items in Consent Calendar Section B have not been discussed previously by the Commission. If discussion is desired, an item may be removed from the Consent Calendar for individual consideration. Commissioners may indicate a negative or abstaining vote on any individual item by so declaring prior to the vote on the motion to adopt the entire Consent Calendar. Items excluded from the Consent Calendar will be taken up by the Commission following the action on the Consent Calendar. The Commission first will take up the items for which public speaker requests have been submitted. Public speakers shall follow the rules as set forth under Public Communication.

Old Business items have appeared on previous agendas but have either been continued or tabled to this meeting with no final action having been taken. Public comment shall follow the rules as set forth under Public Communication.

Items in New Business are items which are appearing for the first time for formal action. Public comment shall follow the rules as set forth under Public Communication.

The Oral Communication portion of the agenda is for members of the public to present items which are not listed on the agenda, but are under the subject matter jurisdiction of the Commission. Although no action may be taken, the Commission and staff will follow up, at an appropriate time, on those items needing response.

Members of the public are encouraged to submit email correspondence to cityclerk@malibucity.org before the meeting begins.

Copies of the staff reports or other written documentation relating to each item of business described above are on file in the City Clerk Department, Malibu City Hall, 23825 Stuart Ranch Road, Malibu, California and are available for public inspection during regular office hours which are 7:30 a.m. to 5:30 p.m., Monday through Thursday, and 7:30 a.m. to 4:30 p.m., Friday. Written materials distributed to the Commission within 72 hours of the Commission meeting are available for public inspection immediately upon distribution (Government Code Section 54957.5(b)(2). Copies of staff reports and written materials may be purchased for $0.10 per page. Pursuant to State law, this agenda was posted at least 72 hours prior to the meeting.

The City Hall phone number is (310) 456-2489. To contact City Hall using a telecommunication device for the deaf (TDD), please call (800) 735-2929 and a California Relay Service operator will assist you. In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact Community Development Director Yolanda Bundy, (310) 456-2489, ext. 229. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. [28 CFR 35.102-35.104 ADD Title II].

I hereby certify under penalty of perjury, under the laws of the State of California, that the foregoing agenda was posted in accordance with the applicable legal requirements. Dated this 9th day of April 2026 at 5:30 p.m.

Kelsey Pettijohn, City Clerk

Mobilehome Park Rent Stabilization Commission Meeting 04-16-2026
Item 2.B.1.

Mobilehome Park Rent Stabilization Commission Agenda Report

To: Members of the Mobilehome Park Rent Stabilization Commission

Prepared by: Christina Muñoz, Deputy City Clerk

Approved by: Kelsey Pettijohn, City Clerk

Date prepared: April 9, 2026 Meeting date: April 16, 2026

Subject: Approval of Minutes – November 20, 2025

RECOMMENDED ACTION: Approve the minutes for the November 20, 2025 Regular Meeting.

DISCUSSION: Staff has prepared draft minutes for the Mobilehome Park Rent Stabilization Commission meeting on November 20, 2025.

ATTACHMENTS:
November 20, 2025 Regular Meeting.

MINUTES
MALIBU MOBILEHOME PARK RENT STABILIZATON COMMISSION
REGULAR MEETING
NOVEMBER 20, 2025
MALIBU CITY HALL
COUNCIL CHAMBERS
1:30 P.M.

CALL TO ORDER

Chair Shenkman called the meeting to order at 1:34 p.m.

ROLL CALL

The recording secretary noted the following persons in attendance:

PRESENT: Chair Kevin Shenkman, Vice-Chair Bill Sampson, Commissioner Paul Grisanti (arrived late), and Commissioner Sam Shenkman

ABSENT: Commissioner Scott Blum

ALSO PRESENT: Trevor Rusin, Interim City Attorney; Christina Muñoz, Deputy City Clerk; and Frances Arricale, Deputy City Manager

PLEDGE OF ALLEGIANCE

Candace Ferguson led the Pledge of Allegiance.

REPORT ON POSTING OF AGENDA

Deputy City Clerk Muñoz reported that the agenda for the meeting was properly posted on November 14, 2025.

APPROVAL OF AGENDA

MOTION Chair Shenkman moved, and Commissioner Shenkman seconded, to approve the agenda. The motion carried unanimously.

ITEM 1 CEREMONIAL/PRESENTATIONS

A. Administration of Oath of Office to Commissioner – Recording Secretary

Deputy City Clerk Muñoz administrated the Oath of Office to Commissioner Sam Shenkman.

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ITEM 2 CONSENT CALENDAR

The Consent Calendar consisted of the following items:

A. Previously Discussed Items
None.

B. New Items

1. Approval of Minutes – September 11, 2025 and October 16, 2025
Recommended Action: Approve the minutes for the September 11, 2025 Special Meeting and the October 16, 2025 Regular Meeting.

Chair Shenkman suggested modification to the minutes for the September 11, 2025 meeting. He stated that the phrase "within 30 days" in the second paragraph of page 2 should be moved to after "a specific date and time". He also suggested to insert "at least" on page 3 paragraph 5 between the words "have" and "one".

Chair Shenkman opened the floor for public comment on the Consent Calendar. As there were no speakers present, he returned the matter to the table for discussion.

MOTION Chair Shenkman moved, and Commissioner Grisanti seconded, to approve the September 11, 2025 Special Meeting and the October 16, 2025 Regular Meeting minutes as corrected. The motion carried unanimously.

ITEM 3 OLD BUSINESS

None.

ITEM 4 NEW BUSINESS

A. Receive and File Change in Space Rent/Status Files
Recommended Action: Receive and file: 1) The List of Files for Changes in Space Rent/Status Forms; and 2) Three (3) filed Forms.

Deputy City Manager Arricale presented the staff report, she noted the Commission requested staff to provide a listing of Change in Space Rent/Status Forms filed with the City of Malibu. She stated the files are available for Commissioners to review in the City Manager's Office upon request. She explained the Commission also requested staff provide three copies of the files.

Chair Shenkman stated the City only has documents going back to 2011, and the documents prior to 2011 were destroyed pursuant to the City's document destruction policy. He asked Deputy City Manager Arricale if she is aware if the parks have copies of the records.

Chair Shenkman opened the floor for public comment. As there were no speakers present, he returned the matter to the table for discussion.

Vice Chair Sampson stated if the parks have the records, he would like to see them. He asked how the Commission could obtain copies of those records.

Commissioner Grisanti asked if anyone from park ownership is in attendance of the meeting.

Chair Shenkman asked if the City has been able to determine a method to calculate what the space rent was in 1991 or if this figure is simply known.

Deputy City Manager Arricale responded that the documents we have are the only type of records we have. She explained that records from 1991 through 2010 were on that list for destruction.

Chair Shenkman stated that the item was receive and file only.

B. Draft Changes to Malibu Municipal Code Chapter 5.16: Mobilehome Park Rent Control Regulations

Recommended Action: Review and discuss draft changes to the Malibu Municipal Code Chapter 5.16: Mobilehome Park Rent Control Regulations; and 1) Recommend proposed changes to the City Council, or 2) Direct staff and the Ad Hoc Committee to make additional changes and return to the Commission with a recommendation.

Chair Shenkman introduced the item and clarified that the agenda title should read "ordinance" rather than "regulations." City Attorney Rusin confirmed the correction.

Chair Shenkman explained the item is a recommendation from the Commission's Ad Hoc Committee and developed in conjunction with the City Attorney's Office. He stated it was a very robust process and praised all the individuals who worked on the recommendations. He explained he was satisfied with the end product. He stated he would like to provide an overview of the substantive changes to the ordinance and the purpose of this item.

Chair Shenkman provided an overview of Assembly Bill 768 and stating it's potential to eliminate rent control for about 30% of mobilehomes in the City. He explained the legislation would impact certain units where the owner does not reside, resulting in

the rent control being eliminated from those units. He stated mobilehome parks represent perhaps the most significant amount of affordable housing in the City.

He explained the rationale behind AB 768, stating it is intended for the people who own a mobilehome but don't live in it. He stated those individuals are subleasing their mobilehome to someone else and that is not subject to rent control, allowing them to take advantage of rent control laws on one hand and obtain market rate rent on the other. He explained Malibu is the posterchild of what the lobbyists behind AB 768 are intending to correct.

He stated he believes it would be prudent for the City to get ahead of the potential legislation, by amending the City's current ordinance to ensure Malibu's housing is protected. He stated adopting a new ordinance would remove the need for the State legislature to enact any legislation removing rent control.

Chair Shenkman stated the major changes that are being proposed by the AdHoc Committee is to extend rent control to subleases, limit sublease rents, remove the 15% rent increase on the vacancy or sale of a mobilehome. He explained that the park owner can increase the rent 15% upon the sale or vacancy which can incentive parks to evict tenants.

He explained that evictions are not common in Malibu, but however due to recent changes there is fear of the increase in evictions. He states the proposed changes eliminate those concerns and that the other changes are regarding enforcement of the ordinance to ensure compliance.

City Attorney Rusin stated there still is a catch-all as there was previously that would allow the park owners to increase rent if they're not receiving a reasonable return. It's required by state law.

Chair Shenkman stated the Ad Hoc Committee is recommending that there would be no increase in those circumstances.

Commissioner Grisanti asked what resistance is anticipated from the park ownership and if anybody has made the parks aware of this.

Chair Shenkman stated that everyone's has had notice of the meeting and that the agenda was posted. He explained he believes this has been discussed at previous meetings, he further explained that the City Council still must deliberate on this item and all that is occurring today is recommendations to the City Council. The Commission does not have the authority to adopt ordinances or amend ordinances, but the ability to make a recommendation to the City Council.

Vice Chair Sampson thanked Chair Shenkman for all his hard work, he stated the rest of the group critiqued and tweaked it but Chair Shenkman lead the effort.

Chair Shenkman opened the floor to public comment.

Arpy Petkus stated she would like further clarification on several of the recommendations. She asked for additional clarification on 5.16080.1, and 090.1.

Ellen Johnson stated she had the same concerns as Arpy and would also like more clarification on what is being proposed. She asked about Commissioner appointments, she stated that each Councilmember is allowed to appoint a Commissioner, but what is to occur when new Councilmembers are elected?

Commissioner Grisanti explained that the election of Councilmembers happens in parts, in one cycle three seats are up and the next cycle two seats are up. The full Council is never vacated at once. He further explained that because of this system you will always have continuity on the Council. He also stated the new incoming Councilmembers typically appoint individuals the community is satisfied with.

Vice Chair Sampson stated the Commissioner serves at the pleasure of the Council.

Chair Shenkman stated the proposed change is to conform this law to what was passed after this law. He explained the ordinance originally enacted in 1991 set one way to appoint Commissioners to this Commission. In 1995 or 1996, the City Council passed an ordinance on how Commissioners would be appointed, including this current Commissioner. And so, this change simply makes the ordinance consistent with the later enacted law.

Corey Lowe asked for clarification on what Chair Shenkman meant when stating the 15% increase on vacancy would encourage evictions.

Commissioner Grisanti stated that if someone was not paying their Park rent for some reason, they decided to evict that person, the new owner of that space would automatically have to pay 15% higher.

David Sammick asked what is the rationale for preventing the 15% increase? He stated he didn't realize that was part of what the Commission was trying to do. He stated for long-term residents it has never been viewed as unreasonable.

As there were no other speakers present, he returned the matter to the table for discussion.

Chair Shenkman stated the proposed registration of a sublease would be going to the City to ensure compliance, not to the park owner. He explained that if the Commission’s recommendations are adopted the sublease premium would cease to exist.

He stated that rooms being rented would not be impacted that much economically, because of the limits that are being proposed. He stated for example, the average space rent is about $3,000 a month, these recommended changes would limit the sublease to $4,250. He explained he does not believe individuals are renting out a room in a mobilehome for $4,250.

Chair Shenkman stated he wanted to explain how the sublease limits were reached. He explained it was difficult as they wanted to maintain fairness. He also clarified that he doesn't want to incentivize mobilehome owners to remove themselves from market entirely and just sell. He explained subleases of mobilehomes are often one of the few sources of affordable housing in Malibu. He explained he did research about how much a mobilehome costs.

He stated he found that they cost approximately $150,000 delivered. He then looked at how they depreciated in value under IRS regulations. He stated they are generally treated as a flat, deep depreciation over the course of 20 years, that is approximately $500 a month.

He stated that state law requires a reasonable return be available. He stated through his calculations $500 ended up being $1,250 if the unit is being sold is a single-family unit. He stated they also acknowledge that some mobilehome owners will lease to one person or one family and they have an Accessory Dwelling Unit (ADU) on that same space and they'll rent that to someone else, he explained from a policy perspective, in order to keep or improve the stock of affordable housing in Malibu, the City would want to encourage that. He explained that is where the additional $400 aggregate is to be collected in that situation.

He stated that is the rationale and how the Ad Hoc Committee came up the numbers.

Commissioner Grisanti stated he is unaware of any any ADU's in a mobilehome park. He asked do they exist?

Chair Shenkman responded stating that there's a main mobilehome, and that's rented to one family. And then there is an additional non-conjoined structure that's being rented to another individual.

Commissioner Grisanti asked if the Ad Hoc Committee considered the equilibrium for that last 30 years that has existed. He additionally asked, is this going to motivate the park owners to react negatively?

Chair Shenkman asked for clarification.

Commissioner Grisanti stated for instance at the Point Dume Club, the people who bought that park property knew what the ordinance was and decided that was a reasonable rate of return. He asked what happens when they become aware of what

is being proposed? He explained they will look at the numbers and then we will hear from their attorneys.

Chair Shenkman responded that many attorneys worked on these proposed amendments, and there may be a response but we don't know what it will be. He said the park owners are not here but they are welcomed to be here and speak to the body and they have the ability to speak to the City Council at their meeting just like anyone else.

Vice Chair Sampson stated this is being done publicly, and that transparency matters. He explained he was surprised to not have heard from park owners at all.

Chair Shenkman they should begin reviewing page by page of the proposed amendments.

Commissioner Grisanti asked why the Consumer Price Index (CPI), referenced on page 2, is an average that includes the Riverside-San Bernardino-Ontario-Anaheim area. He explained that those are not reflective of what's happening in Malibu. He stated the Los Angeles Long Beach area is reflective of Malibu.

Chair Shenkman referenced the CPI was for Los Angeles-Anaheim-Riverside region, and in 2018 the regions were split into two, one being Los Angeles-Long Beach-Anaheim, and the other being Riverside-San Bernardino-Ontario. He explained it was then a question if we amend the ordinance to be the Los Angeles-Long Beach-Anaheim region only or an average of the two? He stated an average of the two really defines the housing market of Southern California. He explained, in his view it's one Southern California market.

Commissioner Grisanti stated it is going to result in lower increases each year and he believes that it is overreaching and the City will become subjected to ligation. He states he understands the thought process but disagrees with it. He states he is fine with the remainder of the section.

Vice Chair Sampson states an average does less violence to the original ordinance which included a broader area. He stated we lost part of the comparison area.

Commissioner Grisanti asked why management expenses no longer include allowable legal expenses? He asked what was the reason behind its removal?

Chair Shenkman stated the Ad Hoc Committee didn't want park owners to run up legal bills and then attempt to put those legal bills on the backs of the residents.

Commissioner Grisanti agreed with that change.

RECESS The Commission recessed at 2:32 and returned at 2:45 p.m.

Commissioner Grisanti asked why are we changing the way that people are appointed to the Commission or filling a vacancy.

Chair Shenkman clarified that sometime around 1995 the Malibu City Council passed an ordinance, Chapter Two of the Malibu Municipal Code which changed the appointment of all the Commissions to each member of the City Council appoints one, and it's not subject to a vote of the whole Council. It just confirms that section.

Commissioner Grisanti expressed concerns with obligating additional work on the City Manager's Office over the proposed sublease registrations forms that would be filed with the City.

Chair Shenkman stated the Ad Hoc Committee considered having a registration fee but decided against that over concerns of charging an additional fee.

Commissioner Shenkman explained their rationale for being satisfied with the application of the rent control rules to tenants and subtenants in the mobilehome parks. He stated in the City of Malibu's housing element, the mobilehome parks would satisfy requirements for affordable housing in the City. He explained he did not believe that currently they apply as affordable housing but imposing the rent control on subtenant gets the City closer to meeting the goals of the state.

He further explained that he believes if the state finds the City is not compliant with obtaining affordable housing the state could step in and build a large multi-unit complex to meet its requirements, despite this not being the desires of the community.

Commissioner Grisanti stated he understood $1,250 cap came from but asked for clarification on the $1,650 figure and how it would be applied.

Chair Shenkman stated that the Ad Hoc Committee wanted to allow a larger aggregate rent to be collected when a mobilehome owner rents both the mobilehome and an ADU in order to encourage the supply of affordable housing referenced by Commissioner Shenkman. He further explained this is why the term "family" was defined as broadly as possible.

Commissioner Grisanti asked why the section was stricken that allow homeowners in a mobilehome park to initiate a Commission review of a proposed land rent increase by filing with City Clerk a written petition.

Chair Shenkman explained the reason that the Ad Hoc Committee struck this section is because it seems to be inconsistent with the procedure contemplated by other sections. He further explained, in the event there is a proposed land rent increase, that application would be heard by the Commission in 50 to 70 days after the application is deemed completed. He stated it is at that hearing that the opposition could make their case.

Commissioner Grisanti asked why section D was stricken, "if the Commission finds that a proposed increase, or any portion thereof that was previously inoperative, is justified, the homeowner shall pay the amount found justified to the park owner within 60 days after the decision of the Commission is announced".

Chair Shenkman explained that the Ad Hoc Committee found such action would be draconian and problematic. He explained, for example, if it was found that a tenant should be charged an additional $500 a month, that was acceptable moving forward for the tenant to pay. He further explained he does not believe it would be appropriate to require the tenants to pay back that $500 a month for the last 30 years it has been undercharged.

Chair Shenkman stated the section regarding relocation/use change benefits between the park owner and mobilehome owner will have further adjustments later, the precise language needs to be finalized.

Interim City Attorney Rusin stated that his office is doing more research on this section. He explained the section is regarding when use of the park is changed or the relocation of people. He explained he wants to ensure mobilehome residents are informed of their rights under the section. He stated if the two parties decide they want to make a deal, this code provision would ensure a comparable benefit is being received. This is to ensure no one is being taken advantage of and everyone understands their core rights, and if it's not exact compensation it's something comparable that will be received.

Chair Shenkman thanked the Ad Hoc Committee for working quickly to get this before the Commission and expressed his desire for this to be heard by the City Council at a January meeting.

MOTION Chair Shenkman moved, and Commissioner Shenkman seconded a motion to recommend the proposed changes to the Malibu Municipal Code Chapter 5.16: Mobilehome Park Rent Control Ordinance to the City Council. The question was called and the motion carried 3-1-0, Commissioner Grisanti opposed and Commissioner Blum absent.

C. Mobilehome Park Rent Stabilization Administrative and Commission Regulations
Recommended Action: 1) Receive and file Mobilehome Park Rent Stabilization Administrative Regulations and Commission Regulations; and 2) Consider formation of an Ad Hoc Committee to review the regulations.

Deputy City Manager Arricale stated the Commission has been provided with a copy of the Mobilehome Park Rent Stabilization Administrative Regulations and Commission Regulations for their review.

Chair Shenkman asked if six months ago he wanted to obtain copy of the regulations how could he do that?

Deputy City Manager Arricale stated the Commission has had a copy and upon request could receive a copy.

Deputy City Clerk Muñoz clarified that to the best of her knowledge this is the most current version, it is from the late 90s. She explained that she could not confirm if this was adopted by resolution or administratively or the last time the Commission heard this item. She explained that if anyone wanted a copy they could submit a public records request and the record would be provided through that request.

Chair Shenkman asked if it was published in any way?

Deputy City Clerk Muñoz responded staff was not able to determine if it was.

Chair Shenkman explained that unlike our Malibu Municipal Code which is easily accessible on our website, these regulations cannot be accessed without having to contact the City Clerk and submit a Public Records Request. He stated he believes we have excellent staff but finds it problematic that the public has no notice to these regulations.

He states it's one thing if the regulations simply provided the rules for how a hearing in front of the Commission was to be conducted. He explains these regulations seek to go well beyond that. He states his interpretation of the regulations attempt to establish a 15-day statute of limitations. He states the regulations seek to delegate authority from the Commission to the City Manager. He explains there are several things in the regulations that contradict the ordinance.

He states that the Commission should establish an ad hoc committee to develop regulations that are consistent with the regulations and repeal them.

City Attorney Rusin explained repealing them today is not on the agenda. He explained it could be agendized at the next meeting as an item to consider repealing the regulations. He stated the action could not be done today because if somebody wanted to weigh in about the regulations, whether they should be kept in place or changed or altered, they would need to have notice of the item.

Chair Shenkman asked if they could amend one regulation?

City Attorney Rusin explained what we have before the body is a receive and file and consideration of forming an ad hoc committee as the agendized actions. He explained the Commission could amend the regulations adopted by the body and the administrative regulations are under authority of the City Manager.

Chair Shenkman opened the floor to public comment. There were no public comments. As there were no speakers present, he returned the matter to the table for discussion

Commissioner Grisanti expressed concerns over adopting new regulations before a new ordinance is in place.

Chair Shenkman stated he doesn't believe any of the changes that are being recommended to the ordinance would impact the regulations. He explains the regulations don't attempt to repeat or change the ordinance, but rather simply focus on the procedure to be applied when there's an application and a hearing. He explained those aspects are not addressed in the ordinance.

MOTION Chair Shenkman moved, and Vice Chair Sampson seconded, a motion to form an Ad Hoc Subcommittee composed of Chair Shenkman and Vice Chair Sampson would be tasked with drafting proposed amendments to the Malibu Mobilehome Rent Stabilization Regulations. The motion carried unanimously.

ITEM 5 WRITTEN AND ORAL COMMUNICATIONS FROM THE PUBLIC AND COMMISSIONERS

Chair Shenkman opened the floor to public comment.

David Sammick stated he got Clarity on the goal of the Commission, that the goal is to protect the residents from this State Bill. He expressed concerns about what the owners might do, especially with this state supporting the bill that will directly affect the lives of so many residents.

Robert Hine stated his thoughts and concerns were addressed already during the meeting; he thanked the Commission for their work.

COMMISSIONER INQUIRIES

Chair Shenkman opened the floor to Commissioners. There were no Commissioner comments.

Vice-Chair Sampson stated if the park owners talk to us, we will listen. He explained that it is the job of the Commission. He explained the will get heard fairly but that he has not heard from them yet and what is being proposed here today is leveling the playing field.

Commissioner Shenkman stated that if you are anticipating a fight over what you are putting forward, it raises the question of whether the proposal is truly effective and

meaningful and substantive action often requires anticipating and engaging in that kind of challenge, and they expressed that this is the approach currently being taken.

Commissioner Grisanti explained he stated all of his thoughts and points throughout the meeting, he thanked everyone.

Chair Shenkman thanked everyone for their involvement and that all of the Commissioners are available to you. He explained his professional career, he takes on these challenges, even ones involving multinational corporations. He expressed that he believes the tenants have as much say in what government does, whether it be the City Council or this Commission as that of a multinational corporation

ADJOURNMENT

MOTION At 3:49 p.m., Chair Shenkman moved, and Commissioner Grisanti seconded a motion to adjourn the meeting. The motion carried unanimously.

_____
KEVIN SHENKMAN, Chair

ATTEST:

_____
CHRISTINA MUÑOZ, Deputy City Clerk

Mobilehome Park Rent Stabilization Commission Meeting 04-16-26

Item 4.A.

Mobilehome Park Rent Stabilization Commission Agenda Report

To: Members of the Mobilehome Park Rent Stabilization Commission

Prepared by: Monica Castillo, Deputy City Attorney

Approved by: Joseph D. Irvin, City Manager

Date prepared: April 1, 2026 Meeting date: April 16, 2026

Subject: Proposed Amendments to Mobilehome Park Rent Stabilization Administrative and Commission Regulations Chapter 31

RECOMMENDED ACTION: 1) Review and discuss amendments to Mobilehome Park Rent Stabilization Administrative Regulations and Commission Regulations Chapter 31; and 2) Provide recommendations on hearing procedure regulations to the Mobilehome Park Rent Control Regulations City Council Ad Hoc Committee; or 3) Refer the proposed hearing regulations to the Mobilehome Park Rent Stabilization Commission Ad Hoc Committee and make recomendations to the Mobilehome Park Rent Control Regulations City Council Ad Hoc Committee at a future meeting.

BACKGROUND: At the February 9, 2026 Regular City Council meeting, the commission was directed to review regulations regarding hearing procedures consistent with the current ordinance and make recommendations to the Mobilehome Park Rent Control Regulations City Council Ad Hoc Committee for review.

DISCUSSION: The proposed amendments to Mobilehome Park Rent Stabilization Administrative Regulations and Commission Regulations Chapter 31 (Hearings and Decisions) are intended to ensure that Commission proceedings are conducted in a manner consistent with Malibu Municipal Code (MMC) Chapter 5.16 and principles of due process.

The proposed amendments address several areas of the Commission's procedure, including hearing timelines, formal notice requirements, and standardizing hearings.

Specifically, the amendments clarify presentation order, evidence standards, and conduct expectations. These updates help reduce ambiguity by clearly outlining roles, responsibilities, and deadlines for applicants, opponents, staff, and the public.

Additionally, the proposed regulations strengthen due process and transparency by enhancing notice requirements, requirement of declarations under penalty of perjury for evidence, and prohibition on ex parte communications. They also establish standardized procedures for a continuance of a hearing.

The Written Statement Declaration Under Penalty of Perjury and Documentary Evidence Verification Under Penalty of Perjury forms were developed to standardize submissions, improve the reliability of information provided to the Commission, and establish a consistent process for verifying statements and supporting materials.

These proposed amendments create a procedural framework that promotes clarity, fairness, and administrative efficiency in the conduct of hearings.

ATTACHMENTS:

1) Mobilehome Park Rent Stabilization Administrative Regulations and Commission Regulations Chapter 31
2) Proposed Chapter 31
3) Redline of Proposed Chapter 31
4) Written Statement Declaration Under Penalty of Perjury Form
5) Documentary Evidence Verification Under Penalty of Perjury Form

Chapter 31

HEARINGS AND DECISIONS

Section 31001. Scope of Regulations

The regulations contained in this Chapter apply to all hearings before and decisions of the Malibu Mobilehome Park Rent Stabilization Commission held pursuant to M.M.C. Section 6700, et seq.

Section 31002. Hearings

A. A hearing on an application shall be scheduled no earlier than twenty (20) days and no later than forty (40) days after the completed application is accepted for filing.

B. The hearing shall be conducted according to M.M.C. Section 6711 and these Regulations.

C. The hearing shall be conducted by a quorum of the Commission.

D. The hearing shall proceed in the following order:

1. Presentation of the staff report.

2. Presentation on behalf of applicant, including testimony of any affected parties and witnesses in support of the application.

3. Presentation on behalf of opponents, including testimony of any affected parties and witnesses in opposition to the application.

4. Rebuttal by applicant.

E. The burden of proof shall be on the applicant to demonstrate its case by a preponderance of the evidence.

F. All parties to the hearing may have assistance from an attorney or such other person as may be designated by the parties in presenting evidence or arguing their position.

G. In the event that either the park owner or the homeowner(s) should fail to appear at the hearing at the specified time and place, the Commission may hear and review such evidence

as may be presented and make such decisions as if both parties had been present.

H. All hearings shall be tape-recorded. Tapes shall be preserved for two (2) years.

I. Commissioners may ask questions of any witness at the end of that witnesses testimony if the need arises.

J. Formal rules of evidence or procedure which must be followed in court shall not apply to Commission proceedings except as follows:

1. Parties submitting documentary evidence shall execute a declaration under penalty of perjury that the matters set forth in the documents are true either to their personal knowledge or upon information and belief. If the document is a copy, the declaration shall include a statement that the document is a true copy of the original.

2. Witnesses shall be sworn and shall testify under penalty of perjury.

3. Each written statement used as evidence shall:

a) Be made under penalty of perjury.

b) Set forth the full name and current residence and business address and telephone number of the person making the statement.

K. Unless specifically requested by the Commission at a public meeting, no documentary evidence or written or oral argument shall be sent or made to the Commission or to any Commissioner by any party or member of the public after the conclusion of the hearing.

L. No Commissioner shall request or accept documentary evidence or written or oral argument from any party or member of the public after the conclusion of the hearing.

Section 31003. Continuance

The Commission may continue a hearing on its own motion or at the request of an applicant or affected party.

Section 31004. Decorum at Hearing

A. Hearings shall begin promptly. Late arrivals shall seat themselves quietly, without interrupting the proceedings.

B. Because the hearing must be tape recorded, and because members of the public wish to hear what is being said, all speakers (including Commissioners and staff) shall speak loudly and clearly so the record will be clear and the audience can hear. Those persons who cannot, for any reason, speak loudly and clearly may assign someone who can do so to make any oral presentation on their behalf.

C. There shall be no noise, whispering, outcries, audible expressions of approval or disapproval, or any other type of disruption by any person in the hearing room at any time during the hearing. Such disruptions are discourteous to all concerned and will not be tolerated. Offending parties shall be warned by the Chair. If disruptions continue, the Chair may remove offending parties in order to insure that the hearing may go forward without further disruption or delay.

D. There shall be no smoking at any time and no side conversations during the hearing in the hearing room, in the hallways outside the hearing room or in other rooms in the building where the hearing is held. Persons wishing to engage in these activities shall go outside the building.

E. All persons attending or participating in the hearing in any fashion shall treat others with the same courtesy and respect with which they expect to be treated.

F. Commissioners, parties and the audience shall not interrupt the presentation of a party or testimony of a witness.

G. Vulgar or offensive language and/or behavior shall not be tolerated.

H. The Chair shall enforce these regulations as is necessary and appropriate in order to insure a fair hearing to the participants and that the hearing is concluded without undue delay.

Section 31005. Decision of the Commission

A. The findings and conclusions of the Commission shall be written. The Commission may adopt a proposed resolution prepared by the Staff, may amend a proposed resolution and adopt it at the conclusion of the hearing, may direct staff to prepare a resolution consistent with the Commission's decision, or may prepare a resolution at the hearing.

B. The decision shall become final upon adoption of the resolution. The City Manager shall mail the applicant a copy of the decision.

Section 31006. Implementation of Change

A. Any increase in rent granted by the Commission shall be noticed by the park owner pursuant to state law. A rent reduction shall go into effect the next date that rent is due after the date of the Commission's final decision.

B. The City Manager shall note in the City's records for each space all adjustments in rent relating to that space and said shall be permanently maintained as a public record which shall reflect:

1. The initial base rent determination.

2. The date each increase or decrease was ordered by the Commission.

3. The date for implementation of increases or decreases ordered by the Commission.

4. The current maximum allowable rent.

CHAPTER 31

HEARINGS AND DECISIONS

310000. Scope of Regulations

The regulations contained in this Chapter apply to all hearings before and decisions of the Malibu Mobilehome Park Rent Stabilization Commission held pursuant to Malibu Municipal Code (M.M.C.) Chapter 5.16.

310001. Hearing Scheduling and Pre-Hearing Procedures

(a) Unless the City Manager has granted a continuance, a hearing on an application shall be scheduled no earlier than fifty (50) calendar days and no later than seventy calendar (70) days after the application is determined complete.

(b) No later than fifteen (15) calendar days prior to the hearing, the City Manager shall mail to the applicant and all affected parties a notice of the hearing on the application. The notice shall state:

(1) The date, time, and place of the hearing;

(2) A brief summary of the stated justification for the application; and

(3) That all submitted documents and materials as well as any report prepared by Staff will be available for public review prior to the hearing.

(c) The applicant shall post a copy of the notice of hearing in a conspicuous place on the affected property at least ten (10) calendar days prior to the hearing. If the applicant is a homeowner or group of homeowners, the affected park owner shall permit the applicant to so post the notice.

(d) No later than ten (10) calendar days prior to the hearing, all parties to the hearing shall submit to the Commission all documents, photographs, diagrams and any and all other documentary evidence that the respective parties wish the Commission to consider. Submission of such evidence to the Commission shall be directed to the City Clerk and shall be submitted under penalty of perjury. The City Clerk will endeavor to upload said evidence to the City's website for public review.

(e) Any documentary evidence or written materials not submitted by the applicable deadline shall not be considered by the Commission and shall be excluded from the record, unless the Commission determines, upon a showing of good cause, that admission of the material is necessary to ensure a fair hearing. In determining good cause, the Commission may consider factors including, but not limited to: (i) the reason for the delay; (ii) whether the information was previously unavailable despite reasonable diligence; (iii) the potential prejudice to any party; and (iv) whether a continuance or other remedy can cure any prejudice. Any material accepted after the deadline shall be identified on the record, and the Commission may grant a continuance or other appropriate relief to ensure fairness.

310002. Conduct of Hearing

(a) The hearing shall be conducted according to M.M.C. Sections 5.16.110 through 5.16.130 and these Regulations.

(b) The hearing shall be conducted by a quorum of the Commission with the Chair serving as presiding officer. In the absence of the Chair, the Vice Chair shall serve as the presiding officer.

(c) The hearing shall ordinarily proceed in the following order, unless the Chair determines that some other order of proceedings would better facilitate the hearing:

(d) The hearing shall proceed in the following order:

(1) Presentation of the staff report.

(2) Presentation by or on behalf of applicant, including testimony of any affected parties and witnesses in support of the application. The applicant shall be allotted up to 30 minutes to make the presentation.

(3) Presentation by or on behalf of opponents, including testimony of any affected parties and witnesses in opposition to the application. Opponents shall be allotted an equal amount of time as the applicant to make their presentation.

(4) Rebuttal by applicant. The applicant shall be allotted 10 minutes for rebuttal.

(5) Public participation. Any person interested in the hearing may attend and address the Commission. Each speaker shall be allocated 3 minutes.

(6) The Chair may for good cause adjust the foregoing time limits as necessary to ensure fairness and the orderly conduct of the hearing, including extending the time limits equally between the applicant and opponents.

(e) The burden of proof shall be on the applicant to demonstrate its case by a preponderance of the evidence.

(f) Commissioners may ask questions of any witness at the end of that witnesses testimony if the need arises.

(g) All parties to the hearing may have assistance from an attorney or such other person as may be designated by the parties in presenting evidence or arguing their position.

(h) In the event that either the park owner or the homeowner(s) should fail to appear at the hearing at the specified time and place, the Commission may hear and review such evidence as may be presented and make such decisions as if both parties had been present.

310003. Recordings; Hearing Decorum

(a) All hearings shall be recorded. Recordings shall be preserved in accordance with the City's record retention schedule. If litigation is filed, then recordings may not be destroyed before final resolution of the matter, including any appeals.

(b) Because the hearing must be recorded, and because members of the public wish to hear what is being said, all speakers (including Commissioners and staff) shall speak loudly and clearly so the record will be clear and the audience can hear. Those persons who cannot, for any reason, speak loudly and clearly may assign someone who can do so to make any oral presentation on their behalf.

(c) There shall be no noise, whispering, outcries, audible expressions of approval or disapproval, or any other type of disruption by any person in the hearing room at any time during the hearing. Such disruptions are discourteous to all concerned and are prohibited.

(d) There shall be no side conversations during the hearing in the hearing room. Persons wishing to engage in these activities shall go outside the hearing room.

(e) All persons attending or participating in the hearing in any fashion shall treat others with the same courtesy and respect with which they expect to be treated.

(f) Commissioners, parties and the audience shall not interrupt the presentation of a party or testimony of a witness recognized by the Chair except as necessary to enforce these regulations.

(g) The Chair shall have the authority to remove disruptive persons as follows:

(1) Any person engaging in disruptive conduct may be issued a warning by the Chair.

(2) If the conduct continues after a warning, the Chair may direct the removal of the offending individual from the hearing room.

(3) Removal shall be based on conduct that actually disrupts, delays, or materially interferes with the hearing, and not on the viewpoint or content of the person's speech.

(4) The use of profanity or offensive language and behavior is strongly discouraged, yet standing alone, will not be grounds for removal unless it results in actual disruption of the hearing.

(h) The Chair shall enforce these regulations as is necessary and appropriate to ensure a fair hearing to the participants and to ensure that the hearing is concluded without undue delay.

310004. Rules of Evidence

(a) Formal rules of evidence or procedure which must be followed in court shall not apply to Commission proceedings except as follows:

(1) Parties submitting documentary evidence shall execute a declaration under penalty of perjury that the matters set forth in the documents are true either to their personal knowledge or upon information and belief. If the document is a copy, the declaration shall include a statement that the document is a true copy of the original.

(2) Witnesses for the applicant(s) and opponent(s) shall be sworn and shall testify under penalty of perjury.

(3) Each written statement used as evidence shall:

(i) Be made under penalty of perjury.

(ii) Set forth the full name and current residence and business address and telephone number of the person making the statement.

(b) Unless specifically requested by the Commission at a public meeting, no documentary evidence or written or oral argument shall be accepted by a Commissioner, nor be sent or made to the Commission or to any Commissioner by any party or member of the public after the conclusion of the hearing.

310005. Continuances

(a) The Commission may continue a hearing on its own motion when necessary to ensure a fair hearing or a complete record or at the request of an applicant or affected party for good cause shown.

(b) Requests from an applicant or affected party must be submitted on a form prescribed by the City or, if no form is available, in writing. The request must state the reasons for the continuance, what efforts have been made to ascertain the position of other affected parties in relation to the requested continuance, and the desired alternative dates for the hearing. Requests for continuance should be submitted at the earliest possible date, and must be received by the City Manager at least seventy-two (72) hours prior to the scheduled hearing unless good cause is shown for a later request. The person submitting the request for continuance shall declare under penalty of perjury that all affected parties have been served with copies of the request.

(c) The Commission may continue the hearing to a date, time, and place certain announced at the hearing. If the Commission continues a hearing without announcing a date, time, and place certain on the record, the Commission shall direct staff to provide notice of the continued hearing in a manner reasonably calculated to ensure a fair hearing. Such notice shall provide sufficient time for the parties to prepare and respond, and shall be issued without unnecessary or excessive delay.

310006. Decisions of the Commission

(a) The findings and conclusions of the Commission shall be written. The Commission shall adopt a proposed resolution prepared by staff, amend the proposed resolution and adopt it at the conclusion of the hearing, or direct staff to prepare a resolution consistent

with the Commission's decision. If the Commission directs staff to prepare a resolution, the City Manager shall schedule a meeting of the Commission at the next earliest practicable time for consideration and action on the resolution.

(b) The decision shall become final upon adoption of the resolution. Within one (1) business day after adoption of the resolution, the City Manager shall mail a notice of the decision accompanied by a copy of the written decision, including the Commission's findings and conclusions, to all affected parties in the manner specified in paragraph (c). Affected parties includes the applicant(s), any persons or entities opposing the application, the applicable mobile home park owner(s), and any mobile home owner(s) and/or mobile home tenants whose rent or space rent may be impacted by the Commission's decision.

(c) The notice of decision shall include at least the following information: 1) the name(s) of the applicant(s); 2) the name(s) of any principal opponent(s) to the application; 3) a short summary of the relief the application sought; 4) a short summary of the Commission's decision; 5) identification of each Commissioner who participated in the decision, and how each Commissioner voted on the application; and 6) a short summary of how the decision affects the allowable rent or space rent.

(d) The decision shall be mailed by first-class mail, postage prepaid, including a copy of an affidavit or certificate of mailing. Pursuant to California Civil Code of Procedure 1094.6, the decision is final on the date it is mailed for purposes of determining a party's time to file a writ in superior court.

CHAPTER 31

HEARINGS AND DECISIONS

310001. ~~311.~~ Scope of Regulations

The regulations contained in this Chapter apply to all hearings before and decisions of the Malibu Mobilehome Park Rent Stabilization Commission held pursuant to Malibu Municipal Code (M.M.C. ~~Section 6700, et seq~~) Chapter 5.16.

310001. Hearing Scheduling and Pre-Hearing Procedures

~~312. Hearings~~

(a) ~~A. A~~Unless the City Manager has granted a continuance, a hearing on an application shall be scheduled no earlier than ~~twenty~~fifty (~~20~~50) calendar days and no later than ~~forty~~seventy calendar (~~40~~70) days after the ~~completed~~ application is ~~accepted for filing. The hearing shall be~~ determined complete.

(b) No later than fifteen (15) calendar days prior to the hearing, the City Manager shall mail to the applicant and all affected parties a notice of the hearing on the application. The notice shall state:

(1) The date, time, and place of the hearing;

(2) A brief summary of the stated justification for the application; and

(3) That all submitted documents and materials as well as any report prepared by Staff will be available for public review prior to the hearing.

(c) The applicant shall post a copy of the notice of hearing in a conspicuous place on the affected property at least ten (10) calendar days prior to the hearing. If the applicant is a homeowner or group of homeowners, the affected park owner shall permit the applicant to so post the notice.

(d) No later than ten (10) calendar days prior to the hearing, all parties to the hearing shall submit to the Commission all documents, photographs, diagrams and any and all other documentary evidence that the respective parties wish the Commission to consider. Submission of such evidence to the Commission shall be directed to the City Clerk and shall be submitted under penalty of perjury. The City Clerk will endeavor to upload said evidence to the City's website for public review.

(e) Any documentary evidence or written materials not submitted by the applicable deadline shall not be considered by the Commission and shall be excluded from the record, unless the Commission determines, upon a showing of good cause, that admission of the material is necessary to ensure a fair hearing. In determining good cause, the Commission may consider factors including, but not limited to: (i) the reason for the delay; (ii) whether the information was previously unavailable despite reasonable diligence; (iii) the potential

prejudice to any party; and (iv) whether a continuance or other remedy can cure any prejudice. Any material accepted after the deadline shall be identified on the record, and the Commission may grant a continuance or other appropriate relief to ensure fairness.

310002. Conduct of Hearing

(a) The hearing shall be conducted according to M.M.C. ~~Section 6711~~Sections 5.16.110 through 5.16.130 and these Regulations.

(b) ~~B.~~ The hearing shall be conducted by a quorum of the Commission~~.~~ with the Chair serving as presiding officer. In the absence of the Chair, the Vice Chair shall serve as the presiding officer.

(c) ~~C.~~ The hearing shall ordinarily proceed in the following order, unless the Chair determines that some other order of proceedings would better facilitate the hearing:

(d) The hearing shall proceed in the following order:

(1) ~~1.~~ Presentation of the staff report.

(2) ~~2.~~ Presentation by or on behalf of applicant, including testimony of any affected parties and witnesses in support of the application. The applicant shall be allotted up to 30 minutes to make the presentation.

(3) ~~3.~~ Presentation by or on behalf of opponents, including testimony of any affected parties and witnesses in opposition to the application. Opponents shall be allotted an equal amount of time as the applicant to make their presentation.

(4) ~~4.~~ Rebuttal by applicant. The applicant shall be allotted 10 minutes for rebuttal.

(5) Public participation. Any person interested in the hearing may attend and address the Commission. Each speaker shall be allocated 3 minutes.

(6) The Chair may for good cause adjust the foregoing time limits as necessary to ensure fairness and the orderly conduct of the hearing, including extending the time limits equally between the applicant and opponents.

(e) ~~D.~~ The burden of proof shall be on the applicant to demonstrate its case by a preponderance of the evidence.

(f) Commissioners may ask questions of any witness at the end of that witnesses testimony if the need arises.

(g) ~~E.~~ All parties to the hearing may have assistance from an attorney or such other person as may be designated by the parties in presenting evidence or arguing their position.

(h) ~~F.~~ In the event that either the park owner or the homeowner(s) should fail to appear at the hearing at the specified time and place, the Commission may hear and review such evidence as may be presented and make such decisions as if both parties had been present.

~~G. All hearings shall be tape recorded. Tapes shall be preserved for two (2) years.~~

~~H. Commissioners may ask questions of any witness at the end of that witnesses testimony if the need arises.~~

310003. Recordings; Hearing Decorum

(a) All hearings shall be recorded. Recordings shall be preserved in accordance with the City's record retention schedule. If litigation is filed, then recordings may not be destroyed before final resolution of the matter, including any appeals.

(b) Because the hearing must be recorded, and because members of the public wish to hear what is being said, all speakers (including Commissioners and staff) shall speak loudly and clearly so the record will be clear and the audience can hear. Those persons who cannot, for any reason, speak loudly and clearly may assign someone who can do so to make any oral presentation on their behalf.

(c) There shall be no noise, whispering, outcries, audible expressions of approval or disapproval, or any other type of disruption by any person in the hearing room at any time during the hearing. Such disruptions are discourteous to all concerned and are prohibited.

(d) There shall be no side conversations during the hearing in the hearing room. Persons wishing to engage in these activities shall go outside the hearing room.

(e) All persons attending or participating in the hearing in any fashion shall treat others with the same courtesy and respect with which they expect to be treated.

(f) Commissioners, parties and the audience shall not interrupt the presentation of a party or testimony of a witness recognized by the Chair except as necessary to enforce these regulations.

(g) The Chair shall have the authority to remove disruptive persons as follows:

(1) Any person engaging in disruptive conduct may be issued a warning by the Chair.

(2) If the conduct continues after a warning, the Chair may direct the removal of the offending individual from the hearing room.

(3) Removal shall be based on conduct that actually disrupts, delays, or materially interferes with the hearing, and not on the viewpoint or content of the person's speech.

(4) The use of profanity or offensive language and behavior is strongly discouraged, yet standing alone, will not be grounds for removal unless it results in actual disruption of the hearing.

(h) The Chair shall enforce these regulations as is necessary and appropriate to ensure a fair hearing to the participants and to ensure that the hearing is concluded without undue delay.

310004. Rules of Evidence

(a) ~~I.~~ Formal rules of evidence or procedure which must be followed in court shall not apply to Commission proceedings except as follows:

(1) ~~1.~~ Parties submitting documentary evidence shall execute a declaration under penalty of perjury that the matters set forth in the documents are true either to their personal knowledge or upon information and belief. If the document is a copy, the declaration shall include a statement that the document is a true copy of the original.

(2) ~~2.~~ Witnesses for the applicant(s) and opponent(s) shall be sworn and shall testify under penalty of perjury.

(3) ~~3.~~ Each written statement used as evidence shall:

(i) ~~a)~~ Be made under penalty of perjury.

(ii) ~~b)~~ Set forth the full name and current residence and business address and telephone number of the person making the statement.

(b) ~~J.~~ Unless specifically requested by the Commission at a public meeting, no documentary evidence or written or oral argument shall be accepted by a Commissioner, nor be sent or made to the Commission or to any Commissioner by any party or member of the public after the conclusion of the hearing.

~~K. No Commissioner shall request or accept documentary evidence or written or oral argument from any party or member of the public after the conclusion of the hearing.~~

310005. ~~313. Continuance~~Continuances

(a) ~~A.~~ The Commission may continue a hearing on its own motion when necessary to ensure a fair hearing or a complete record or at the request of an applicant or affected party for good cause shown.

(b) Requests from an applicant or affected party must be submitted on a form prescribed by the City or, if no form is available, in writing. The request must state the reasons for the continuance, what efforts have been made to ascertain the position of other affected parties in relation to the requested continuance, and the desired alternative dates for the hearing. Requests for continuance should be submitted at the earliest possible date, and must be received by the City Manager at least seventy-two (72) hours prior to the

scheduled hearing unless good cause is shown for a later request. The person submitting the request for continuance shall declare under penalty of perjury that all affected parties have been served with copies of the request.

(c) The Commission may continue the hearing to a date, time, and place certain announced at the hearing. If the Commission continues a hearing without announcing a date, time, and place certain on the record, the Commission shall direct staff to provide notice of the continued hearing in a manner reasonably calculated to ensure a fair hearing. Such notice shall provide sufficient time for the parties to prepare and respond, and shall be issued without unnecessary or excessive delay.

~~314. Decorum at Hearing~~

~~A. Hearings shall begin promptly. Late arrivals shall seat themselves quietly, without interrupting proceedings.~~

~~B. Because the hearing must be tape recorded, and because members of the public wish to hear what is being said, all speakers (including Commissioners and staff) shall speak loudly and clearly so the record will be clear and the audience can hear. Those persons who cannot, for any reason, speak loudly and clearly may assign someone who can do so to make any oral presentation on their behalf.~~

~~C. There shall be no noise, whispering, outeries, audible expressions of approval or disapproval, or any other type of disruption by any person in the hearing room at any time during the hearing. Such disruptions are discourteous to all concerned and will not be tolerated. Offending parties shall be warned by the Chair. If disruptions continue, the Chair may remove offending parties in order to insure that the hearing may go forward without further disruption or delay.~~

~~D. There shall be no smoking at any time and no side conversations during the hearing in the hearing room, in the hallways outside the hearing room or in other rooms in the building where the hearing is held. Persons wishing to engage in these activities shall go outside the building.~~

~~E. All persons attending or participating in the hearing in any fashion shall treat others with the same courtesy and respect with which they expect to be treated.~~

~~F. Commissioners, parties and the audience shall not interrupt the presentation of a party or testimony of a~~

~~G. Vulgar or offensive language and/or behavior shall not be tolerated~~

~~H. The Chair shall enforce these regulations as is necessary and appropriate in order to insure a fair hearing to the participants and that the hearing is concluded without undue delay.~~

310006. ~~315.~~ Decisions of the Commission

(a) ~~A.~~ The findings and conclusions of the Commission shall be written. The Commission ~~may~~shall adopt a proposed resolution prepared by ~~the Staff, may~~staff, amend

athe proposed resolution and adopt it at the conclusion of the hearing, mayor direct staff to prepare a resolution consistent with the Commission'sCommission's decision, or may. If the Commission directs staff to prepare a resolution at the hearing, the City Manager shall schedule a meeting of the Commission at the next earliest practicable time for consideration and action on the resolution.

(b) B. The decision shall become final upon adoption of the resolution. TheWithin one (1) business day after adoption of the resolution, the City Manager shall mail a notice of the applicantdecision accompanied by a copy of the written decision, including the Commission's findings and conclusions, to all affected parties in the manner specified in paragraph (c). Affected parties includes the applicant(s), any persons or entities opposing the application, the applicable mobile home park owner(s), and any mobile home owner(s) and/or mobile home tenants whose rent or space rent may be impacted by the Commission's decision.

(c) The notice of decision shall include at least the following information: 1) the name(s) of the applicant(s); 2) the name(s) of any principal opponent(s) to the application; 3) a short summary of the relief the application sought; 4) a short summary of the Commission's decision; 5) identification of each Commissioner who participated in the decision, and how each Commissioner voted on the application; and 6) a short summary of how the decision affects the allowable rent or space rent.

(d) The decision shall be mailed by first-class mail, postage prepaid, including a copy of an affidavit or certificate of mailing. Pursuant to California Civil Code of Procedure 1094.6, the decision is final on the date it is mailed for purposes of determining a party's time to file a writ in superior court.

316. Implementation of Change

A. Any increase in rent granted by the Commission shall be noticed by the park owner pursuant to state law. A rent reduction shall go into effect the next date that rent is due after the date of the Commission's final decision.

B. The City Manager shall note in the City's records for each space all adjustments in rent relating to that space and said shall be permanently maintained as a public record which shall reflect:

1. The initial base rent determination.

2. The date each increase or decrease was ordered by the Commission.

3. The date for implementation of increases or decreases ordered by the Commission.

4. The current maximum allowable rent.

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Intelligent Table Comparison: Active	
Original DMS: iw://bbklaw-mobility.imanage.work/IMANAGE/44882227/1	
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Changes:	
Add	125
~~Delete~~	85
~~Move From~~	0
Move To	0
Table Insert	0
~~Table Delete~~	0
Table moves to	0
~~Table moves from~~	0
Embedded Graphics (Visio, ChemDraw, Images etc.)	0
Embedded Excel	0
Format changes	0
Total Changes:	210

Mobilehome Park Rent Adjustment Application

WRITTEN STATEMENT
DECLARATION UNDER PENALTY OF PERJURY

I, _____, declare as follows:

1. I am an ☐ Applicant ☐ Homeowner ☐ Authorized Representative for Applicant or Homeowner ☐ Other: _____, submitting a written statement in connection with the mobilehome park rent adjustment application dated _____.
2. I have reviewed the foregoing statement.
3. The matters set forth in the statement are true and correct of my own personal knowledge or upon information and belief.
4. I understand that I must promptly correct or supplement my statement if I become aware of any material error or omission before final action in this matter.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Executed on _____**,** 20___, at _____, California.

Signature: _____

Printed Name: _____

Title / Capacity (e.g. park manager, legal representative, other authorized representative) (if applicable):

_____

Current Residence Address:

_____

Current Business Address (if applicable):

_____

Telephone Number: _____

Mobilehome Park Rent Adjustment Application

DOCUMENTARY EVIDENCE
VERIFICATION UNDER PENALTY OF PERJURY

I, _____, declare as follows:

1. I am a ☐ Park Owner ☐ Homeowner ☐ Authorized Representative for Park Owner or Homeowner ☐ Other: _____, submitting documents in connection with the mobilehome park rent adjustment application dated _____.
2. I have reviewed the documents.
3. The documents submitted with this filing are true and correct copies of the original.
4. I understand that I must promptly correct or supplement this submission if I become aware of any material error or omission before final action in this matter.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Executed on _____**,** 20___, at _____, California.

Signature: _____

Printed Name: _____

Title / Capacity (e.g. park manager, legal representative, other authorized representative) (if applicable):

_____

Current Residence Address:

_____

Current Business Address (if applicable):

_____

Telephone Number: _____