



Neighborhood Services

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MEMORANDUM

DATE: July 16, 2021

TO: Mayor Arndt and City Councilmembers

THRU: Darin Atteberry, City Manager ^{DS}
 Kyle Stannert, Deputy City Manager ^{DS}
 Caryn Champine, Director, Planning, Development & Transportation ^{DS}
 Paul Sizemore, Director, Community Development & Neighborhood Services ^{DS}

FROM: JC Ward, Senior City Planner, Neighborhood Services ^{DS}
 Emily Olivo, Neighborhood Liaison, Neighborhood Services ^{DS}

RE: Work Session Summary – July 13, 2021 re: Mobile Home Park Enforcement Program

At the July 13th City Council Hybrid Work Session, JC Ward and Emily Olivo provided an overview of a Mobile Home Park (MHP) Enforcement Program and requested Council feedback on the program components and timeline.

Discussion

- General support for a local mobile home park enforcement program, with agreement amongst Councilmembers present that this will help address important issues that impact this vulnerable population. There were multiple statements of support for resourcing this effort. Some Councilmembers also highlighted the importance of these issues and expressed support for consideration of new Municipal Code additions at future work sessions.
- The capacity-building and potential for growth opportunities for community leaders through the development of Residents' Associations within some of the mobile home parks generated support and energy for expansion from many Councilmembers. Staff outlined the ways Residents' Associations provide a stronger, more cohesive voice from the neighborhoods and leads to a more efficient and effective response. In addition to welcoming this news, Councilmembers were also interested in the formation of a city-wide MHP residents' or leadership council.
- Clarification was requested regarding the difference between the state MHP registration system and the proposed local registration. Staff provided details about the need for information, such as owner contact information, lot rents, and maintenance documentation, not currently required for registration with the state.
- Concerns about street maintenance and traffic-related safety were mentioned, with a request to staff to look more in-depth at regulations around potential for City-driven solutions within MHP's and multi-family properties. Roads, drives, and parking lots in multi-dwelling unit communities and MHP neighborhoods are considered private streets and are not monitored or maintained by City.
- Councilmembers acknowledged the significant issues with water rebilling and infrastructure. Some Councilmembers urged Staff to outline approaches to these issues, incorporate them into the enforcement program rollout timeline, and bring them before Council in the future.

Next Steps & Follow-up

In response to direction from Council, the MHP Residents' Rights Team will:

1. Develop and implement components of this program according to the AIS timeline
2. Focus immediate efforts on the MHP Handbook, Fall clean up and repair events for senior parks, and exploring updates to Municipal Code to support program components
3. Continue supporting community organizing of MHP residents' associations and connecting neighborhood leaders to potentially form a leadership council
4. Provide a follow-up memo to Council by August 1, 2021 with information regarding street maintenance and traffic control in MHP's and multi-dwelling properties and a timeline for developing and presenting potential approaches to water rebilling and infrastructure issues