



City of Fresno

2600 Fresno Street
Fresno, CA 93721
www.fresno.gov

Meeting Minutes

Mobilehome Park Rent Review and Stabilization Commission

Chair - Al Moncada

Vice Chair – Kathryn C. Wilbur

Commissioner – Jerry Zuniga

Commissioner – Shannon McCulligh

Commissioner – Vacant

Tuesday, September 10, 2024

6:00 PM

Council Chambers

Regular Meeting

The Mobilehome Park Rent Review and Stabilization Commission met in regular session in the Council Chamber at Fresno City Hall on the date and time above written.

1. CALL TO ORDER / 6:00 P.M. ROLL CALL

Chair Moncada called the meeting to order at 6:00 P.M.

Present 3 - Chair Al Moncada, Vice Chair Kathryn C. Wilbur, and
Commissioner Jerry Zuniga

Absent 1 - Commissioner Shannon McCulligh

2. PLEDGE OF ALLEGIANCE

Chair Moncada led the Pledge of Allegiance.

3. PROCEDURES

*Senior Deputy City Clerk Barrios read the Mobilehome Rent Review and
Stabilization Commission's Procedures.*

4. APPROVAL OF AGENDA

**On motion of Vice Chair Wilbur, seconded by Commissioner Zuniga,
the AGENDA was APPROVED. The motion carried by the following
vote:**

Aye: 3 - Chair Moncada, Vice Chair Wilbur and Commissioner Zuniga

Absent: 1 - Commissioner Mcculligh

5. GENERAL ADMINISTRATION

[ID 24-1226](#) Election of the Fresno Mobilehome Park Rent Review and Stabilization Commission Chairperson and Vice Chairperson for Fiscal Year 2024-2025

Commissioner Zuniga motioned to elect Chair Moncada as Chair, Vice Chair Wilber seconded the motion which PASSED by the following vote:

Aye: 3 - Chair Moncada, Vice Chair Wilbur, Commissioner Zuniga

Absent: 1 - Commissioner Mcculligh

Commissioner Zuniga motioned to elect Vice Chair Wilbur as Vice Chair, Chair Moncada seconded the motion which PASSED by the following vote:

Aye: 3 - Chair Moncada, Vice Chair Wilbur, Commissioner Zuniga

Absent: 1 - Commissioner Mcculligh

[ID 24-1230](#) Approval of the minutes for March 12, 2024, regular meeting.

On motion of Vice Chair Wilbur, seconded by Commissioner Zuniga, that the above Action Item be APPROVED. The motion carried by the following vote:

Aye: 3 - Chair Moncada, Vice Chair Wilbur and Commissioner Zuniga

Absent: 1 - Commissioner Mcculligh

[ID 24-1227](#) Consideration and Adoption of the Fresno Mobilehome Park Rent Review and Stabilization Commission Calendar for Fiscal Year 2024-2025

On motion of Vice Chair Wilbur to approve the calendar setting regular meetings for the second Tuesday of each month at 6:00 P.M., seconded by Commissioner Zuniga, that the above Action Item was APPROVED. The motion carried by the following vote:

Aye: 3 - Chair Moncada, Vice Chair Wilbur and Commissioner Zuniga

Absent: 1 - Commissioner Mcculligh

6. INFORMATIONAL REPORTS

No informational reports were given.

7. REPORTS BY COMMISSIONERS

No commissioner reports were given

8. CONTINUED MATTERS

[ID 24-1198](#) WORKSHOP - Review of Proposed Revisions to Annual Rent Increase Application Packet

The above item was presented to the Commission by Senior Deputy City Attorney Papazian.

Commission discussion on this item included: whether residents can challenge or inquire about discrepancies between their perceived average rent and the figures used in official documentation; whether the digital forms provided are interactive and fillable online or if they require printing and scanning; development of a web-based interface to allow residents to input their information directly; and, forms to include built-in logic, such as auto-calculations or eligibility checks, to reduce errors and streamline the review process.

9. NEW MATTERS

No new matters were on the agenda

10. UNSCHEDULED ORAL COMMUNICATION

Upon call, no members of the public addressed the Commission with unscheduled communication.

11. ADJOURNMENT

Chair Moncada adjourned the meeting adjourned at 6:20 P.M.