



CAPITAL IMPROVEMENT RENT INCREASE PETITION FORM

In accordance with the City of Corona Mobilehome Park Rent Stabilization Ordinance (Section 5.47.140)

NOTE: Prior to noticing or implementing a Capital Improvement Rent Increase, the Park Owner or their representative must email this form to RSO@CoronaCA.gov and obtain City approval.

Park Name ("Park"): _____

Requested Rent Increase per Space: \$ _____ per month for _____ years

The Capital Improvement Rent Increase is requested for all spaces in the Park, except the following:

Indicate whether the Capital Improvements involved (check all that apply):

- Installation of new improvements or facilities
- Replacement or substantial reconstruction of existing improvements or facilities

Briefly describe the Capital Improvements completed. Include the date of commencement and completion of each project. Attach additional pages if needed.

If Park ownership was reimbursed for any of the Capital Improvements (e.g., insurance, damages, subsidies), provide details regarding the source(s) and amount(s) below. If not, write "N/A."

If any of the Capital Improvements are related to electricity, water, or gas, for each utility, indicate whether (1) the homeowners pay directly to the utility company, (2) the homeowners are billed by the park based on their meter reading, or (3) the cost of the utility is included in the rent. If none of the Capital Improvements are related to utilities, write "N/A" and proceed to the next page.



Required Components of Rent Increase Request

Total Cost of the Capital Improvements: \$ _____

Estimated Useful Life (or Average Useful Life) of the Capital Improvements: _____ years

The Estimate of Useful Life Is Based On: _____

Optional Components of Rent Increase Request

Interest Rate: If the City approves a Capital Improvement Rent Increase, interest may be applied to the total cost of the Capital Improvements for homeowners who choose not to pay their share as a lump sum by the effective date of the increase. The applicable interest rate is the average 15-year fixed mortgage rate published in the Freddie Mac Primary Mortgage Survey at the time of petition submission (<https://www.freddiemac.com/pmms>). Are you requesting that interest be included in the Capital Improvement Rent Increase calculation?

- Yes. I used the following interest rate in my calculation of the requested rent increase per space:
 _____ %
- No, I am not requesting that interest be applied.

Petition Fee Pass-through: If the City approves a Capital Improvement Rent Increase, up to 50% of the petition fee may be passed through to the homeowners over a 12-month period, without interest. How much of the petition fee is being requested to be passed through to the homeowners?

Write in the percentage requested (0-50%): _____

Petition Submission Requirements

The following items must be submitted with this petition:

- Petition fee of \$10,500 (payable in accordance with City instructions on the next page)
- Documentation showing the calculation of the requested rent increase per space
- Documentation of the amount of each Capital Improvement expense (e.g., invoices, contracts)
- Proof of payment for each Capital Improvement expense (e.g., copies of canceled checks, bank statements, receipts)
- Capital Improvement Vote results per Article 6, Section 3.F of the Mobilehome Park Rent Stabilization Ordinance Rules & Regulations (required for new improvements only)
- Documentation of any related permits, government approvals, and/or inspections (if applicable)



Park Owner's Declaration

I understand that the requested Capital Improvement Rent Increase may not be charged for any space unless and until all of the following conditions have been met: (1) City approval has been obtained and (2) a 90-day written notice has been provided to the household after City approval is obtained.

I further declare, under penalty of perjury, that all information provided on this form is true, correct, and complete to the best of my knowledge and belief.

Park Owner or Authorized Agent: _____
Title: _____
Signature: _____
Date: _____

Instructions for Payment of Petition Fee (\$10,500)

The City's preferred method of payment is online. Park owners may pay the fee online using the following link or QR code:

https://cityofcorona.qualtrics.com/jfe/form/SV_6gvh2sOgCBxKQCi



Alternatively, payment may be made by mail or in person at:

City of Corona City Hall
Finance Department (3rd Floor)
Suite 320
400 S. Vicentia Avenue
Corona, CA 92882

