



**City of Santa Rosa Fair Return Application
Maintenance of Net Operating Income
Mobilehome Park Owners Statement of Income and Expenses**

Park Name: _____ **Date:** _____

Base Year From June 1, _____ **To** June 1, _____ (See Section 6-66.120(C)(1) and C(4))
Month Year Month Year

Current Year From _____ **To** _____
Month / Year Month / Year

A. <u>Gross Income</u> (See Section 6-66.120 (6))	<u>Base Year</u>	<u>Current Year</u>
1. Gross Scheduled Rents:		
a. For spaces subject to Rent Control (_____ spaces)	\$ _____	\$ _____
b. For spaces with Park owned Mobilehomes (_____ spaces)	\$ _____	\$ _____
c. For spaces under Long-Term Lease (_____ spaces)	\$ _____	\$ _____
2. Interest from security and cleaning deposits	\$ _____	\$ _____
3. Income from services:		
a. Water	\$ _____	\$ _____
b. Sewer	\$ _____	\$ _____
c. Garbage	\$ _____	\$ _____
d. Parking fees	\$ _____	\$ _____
e. Laundry facilities	\$ _____	\$ _____
f. Cable T V	\$ _____	\$ _____
g. RV/Boat Storage	\$ _____	\$ _____
h. _____	\$ _____	\$ _____
i. _____	\$ _____	\$ _____
4. All other income, including all Pass-throughs (Exclude capital pass throughs, gas & electric credits)		
a. _____	\$ _____	\$ _____
b. _____	\$ _____	\$ _____
c. _____	\$ _____	\$ _____
d. _____	\$ _____	\$ _____
5. SUB-TOTAL (Add lines A.1 - A.4)	\$ _____	\$ _____
6. Uncollected Rents and Bad Debts (incl. park rent subsidies)	\$ _____	\$ _____
7. TOTAL GROSS INCOME (A.5 less Line A.6)	\$ _____	\$ _____

B. Operating Expenses (See Section 6-66.120 (7))

	<u>Base Year</u>	<u>Current Year</u>
8. Property taxes and assessments	\$ _____	\$ _____
9. Advertising costs	\$ _____	\$ _____
10. Management and administrative expenses (specify)		
a. _____	\$ _____	\$ _____
b. _____	\$ _____	\$ _____
c. _____	\$ _____	\$ _____
d. _____	\$ _____	\$ _____
11. Repair and maintenance for grounds & common facilities	\$ _____	\$ _____
12. Owner performed services (describe on separate page)	\$ _____	\$ _____
13. Operating supplies	\$ _____	\$ _____
14. Insurance premiums (list by type)		
a. _____	\$ _____	\$ _____
b. _____	\$ _____	\$ _____
c. _____	\$ _____	\$ _____
d. _____	\$ _____	\$ _____
15. a. Employee payroll - Gross	\$ _____	\$ _____
b. Employee payroll taxes	\$ _____	\$ _____
c. Employee benefits	\$ _____	\$ _____
16. Permits, fees and licenses (list by type)		
a. City Rent Stabilization Administrative Fee	\$ _____	\$ _____
b. City Business License	\$ _____	\$ _____
c. City Operating permit	\$ _____	\$ _____
d. _____	\$ _____	\$ _____
e. _____	\$ _____	\$ _____
17. Dues	\$ _____	\$ _____
18. Consultant services	\$ _____	\$ _____
19. Utilities (exclude gas & electric expense in Sec. 739.5 of CA PUC)		
a. Water	\$ _____	\$ _____
b. Sewer	\$ _____	\$ _____
c. Cable T V	\$ _____	\$ _____
d. Telephone	\$ _____	\$ _____
e. _____	\$ _____	\$ _____
20. Garbage removal	\$ _____	\$ _____

21. Legal expenses (describe on separate page)	\$ _____	\$ _____
22. Government mandated capital improvements or Capital replacements (specify)		
a. _____	\$ _____	\$ _____
b. _____	\$ _____	\$ _____
c. _____	\$ _____	\$ _____
23. _____	\$ _____	\$ _____
24. _____	\$ _____	\$ _____
25. _____	\$ _____	\$ _____
26. TOTAL OPERATING EXPENSES (Add lines B8 – B25)	\$ _____	\$ _____

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Calculation of Fair Return and Rent Adjustment

C. Summary of Income and Expense Statement

27. Base Year Gross Income (Line A.7)	\$ _____
28. Base Year Operating Expenses (Line B.26)	\$ _____
29. Base Year Net Operating Income (NOI) (Line C.27 minus Line C.28)	\$ _____
30. Current Year Gross Income (Line A.7)	\$ _____
31. Current Year Operating Expenses (Line B.26)	\$ _____
32. Current Year NOI (Line C.30 minus Line C.31)	\$ _____

D. Increase in CPI – see Section 6-66.120(4)

33. Base Year CPI index	_____ index _____ month / year	
34. Current Year CPI index	_____ index _____ month / year	
35. Increase in CPI Adjustment (Line D.34 minus D.33, divided by Line D.33 times 100) _____ %		

E. Calculation

$$\frac{100\%}{\text{Inflation Adjustment}} + \frac{\text{36. Increase in CPI Adjustment (D.35)}}{\%} \times \$ \frac{\text{37. Base Year NOI (C.29)}}{\text{Inflation Factor}} = \$ \frac{\text{38. Inflation Factor}}{\text{Inflation Factor}}$$

$$\$ \frac{\text{39. Base Year NOI (C.29)}}{\text{Base Year NOI}} + \$ \frac{\text{40. Inflation Factor (E.38)}}{\text{Inflation Factor}} = \$ \frac{\text{41. Fair NOI}}{\text{Fair NOI}}$$

$$\$ \frac{\text{42. Fair NOI (E.41)}}{\text{Fair NOI}} + \$ \frac{\text{43. Current Operating Expenses (C.31)}}{\text{Current Operating Expenses}} = \$ \frac{\text{44. Required Gross Income to Produce Fair NOI}}{\text{Required Gross Income}}$$

$$\$ \frac{\text{45. Required Gross Income (E. 44)}}{\text{Required Gross Income}} - \$ \frac{\text{46. Current Year Gross Income (C.30)}}{\text{Current Year Gross Income}} = \$ \frac{\text{47. Total Annual Rent Increase from all rental spaces}}{\text{Total Annual Rent Increase}}$$

$$\$ \frac{\text{48. Total Annual Rent Increase (E.47)}}{\text{Total Annual Rent Increase}} \div \left(\frac{\text{49. Total Number of Rental Spaces}}{\text{Total Number of Rental Spaces}} \right) \times 12 = \$ \frac{\text{50. Projected Rent Increase per Space per Month}}{\text{Projected Rent Increase}}$$

I declare under penalty of perjury that the foregoing information for space rent adjustment based on maintenance of net operating income is true and correct:

_____ Type Applicant=s Name _____ Title

_____ Signature of Applicant _____ Place of Execution (City/State)

_____ Date

- Attached is a list of the current monthly base rent, and the date of the last increase for all spaces in the park. Indicate which spaces are under rent control.
- Attached is the Notice of Application delivered to all affected spaces prior to submission of Application to the City of Santa Rosa.