

Code Enforcement Division  
Mobilehome Parks Unit  
2600 Fresno Street, Suite 3076  
Fresno, California 93721-3611  
(559) 621-7368 FAX (559) 488-1078  
[www.fresno.gov](http://www.fresno.gov)  
[mobilehomeparks@fresno.gov](mailto:mobilehomeparks@fresno.gov)

Andrew Janz  
City Attorney

December 11, 2023

**SUBJECT: Rent Increase Application and Guidance**

At this time each year, the City of Fresno (City) provides the mobilehome park owners and residents' committees with information regarding the City's Mobilehome Park Rent Review and Stabilization Ordinance.

The information provided this year includes:

**Consumer Price Index** – Included is a copy of the BLS Consumer Price Index (CPI), West Region B/C – Urban Wage Earners and Clerical Workers for the 12-month period between November 1, 2022, and October 31, 2023. In calculating the automatic rent increase amount, please use the following example:

3.2%	Percent change in Consumer Price Index for the year ending October 31, 2023
<u>X 0.75</u>	Multiplied by the allowable percentage rate
2.4%	Equals the "factor" for 2023.

\$300.00	Hypothetical Average Rent
<u>X 2.4%</u>	Multiplied by the "factor" for 2023,
\$ 7.20	Equals the affordable rent increase.

The mobilehome Park Owner is required to submit copies of the application to the Residents' Committee chair and the City in accordance with Section 12-2009 of the City's Ordinance. It is highly recommended that the copy to the Residents' Committee chair be sent certified mail. It is not necessary that the City's copy be sent certified. It is also advisable to verify the name of the current Committee chairperson prior to sending the application. It is the responsibility of the Residents' Committee to decide if the calculations are correct. City staff may not verify the calculations. In the event that the Residents' Committee determines the calculations are incorrect and the desired increase is in excess of the amount permitted automatically, they are to notify the Park Owner, and proceed through the process provided in Sections 12-2009 and 12-2010 for non-automatic rent increases.

The 2023 Consumer Price Index factor may be used for rent applications that are submitted to the residents' committees starting **January 1, 2024**. The City encourages owners and residents' committees to refer to the Ordinance for details. A copy of the complete Ordinance can be viewed at [www.municode.com](http://www.municode.com), Municipal Code of the City of Fresno, Chapter 12, Article 20.

Please send your completed Forms 1-1, 1-2, and 1-3 (Rent Increase Application, Application Summary of Relevant Factors, and Rent Increase Information) as soon as possible. Submissions may be made by either of the following means:

**Submit by mail:**

Send completed forms to the following address:

City of Fresno  
Code Enforcement Division  
Attn: Mobilehome Parks Unit  
2600 Fresno Street, Room 3076  
Fresno, CA 93721

**Submit electronically:**

Complete the forms and submit in PDF format with either a scanned ink signature, or an electronic signature that meets the standards set forth in the California Secretary of State's emergency regulations at:

<https://www.sos.ca.gov/administration/regulations/current-regulations/technology/emergency-digital-signatures>.

Submit the completed and signed PDF by email to [mobilehomeparks@fresno.gov](mailto:mobilehomeparks@fresno.gov)

Should you have any questions, please call (559) 621-7368.

Best Regards,



Marla Williams  
Staff Assistant  
Code Enforcement Division | Mobilehome Parks Unit

# CONSUMER PRICE INDEXES PACIFIC CITIES AND U. S. CITY AVERAGE

## October 2023

(All items indexes. 1982-84=100 unless otherwise noted. Not seasonally adjusted.)

MONTHLY DATA	All Urban Consumers (CPI-U)						Urban Wage Earners and Clerical Workers (CPI-W)					
	Indexes			Percent Change			Indexes			Percent Change		
				Year ending		1 Month ending				Year ending		1 Month ending
	Oct 2022	Sep 2023	Oct 2023	Sep 2023	Oct 2023	Oct 2023	Oct 2022	Sep 2023	Oct 2023	Sep 2023	Oct 2023	Oct 2023
U. S. City Average.....	298.012	307.789	307.671	3.7	3.2	0.0	293.003	302.257	302.071	3.6	3.1	-0.1
West.....	317.299	327.491	327.708	3.9	3.3	0.1	310.550	319.894	320.039	3.9	3.1	0.0
West – Size Class A <sup>1</sup> .....	325.860	336.532	336.826	4.0	3.4	0.1	316.846	325.870	325.979	3.7	2.9	0.0
West – Size Class B/C <sup>2</sup> .....	185.410	191.238	191.321	3.9	3.2	0.0	186.999	192.954	193.068	4.1	3.2	0.1
Mountain <sup>3</sup> .....	126.100	129.933	129.978	3.8	3.1	0.0	127.579	131.657	131.662	4.1	3.2	0.0
Pacific <sup>3</sup> .....	122.266	126.283	126.382	4.0	3.4	0.1	123.698	127.338	127.414	3.8	3.0	0.1
Los Angeles-Long Beach-Anaheim, CA.....	317.014	324.984	324.545	3.2	2.4	-0.1	307.720	313.451	313.122	2.6	1.8	-0.1
BI-MONTHLY DATA (Published for odd months)	Indexes			Percent Change			Indexes			Percent Change		
				Year ending		2 Months ending				Year ending		2 Months ending
	Sep 2022	Jul 2023	Sep 2023	Jul 2023	Sep 2023	Sep 2023	Sep 2022	Jul 2023	Sep 2023	Jul 2023	Sep 2023	Sep 2023
	Sep 2022	Jul 2023	Sep 2023	Jul 2023	Sep 2023	Sep 2023	Sep 2022	Jul 2023	Sep 2023	Jul 2023	Sep 2023	Sep 2023
Riverside-San Bernardino-Ontario, CA <sup>3</sup> .....	125.272	129.525	131.372	3.4	4.9	1.4	125.762	130.173	131.946	3.2	4.9	1.4
San Diego-Carlsbad, CA.....	350.721	362.412	367.185	4.3	4.7	1.3	334.068	344.314	349.402	3.7	4.6	1.5
Urban Hawaii.....	321.799	325.836	328.905	2.1	2.2	0.9	319.481	325.181	327.946	2.2	2.6	0.9
BI-MONTHLY DATA (Published for even months)	Indexes			Percent Change			Indexes			Percent Change		
				Year ending		2 Months ending				Year ending		2 Months ending
	Oct 2022	Aug 2023	Oct 2023	Aug 2023	Oct 2023	Oct 2023	Oct 2022	Aug 2023	Oct 2023	Aug 2023	Oct 2023	Oct 2023
	Oct 2022	Aug 2023	Oct 2023	Aug 2023	Oct 2023	Oct 2023	Oct 2022	Aug 2023	Oct 2023	Aug 2023	Oct 2023	Oct 2023
Phoenix-Mesa-Scottsdale, AZ <sup>4</sup> .....	176.337	180.387	181.391	3.7	2.9	0.6	176.673	180.405	181.521	4.2	2.7	0.6
San Francisco-Oakland-Hayward, CA.....	332.062	340.094	341.219	3.4	2.8	0.3	329.331	336.663	337.698	3.3	2.5	0.3
Seattle-Tacoma-Bellevue, WA.....	330.173	344.449	345.992	5.4	4.8	0.4	325.897	339.034	340.263	5.1	4.4	0.4
Urban Alaska.....	261.093	263.407	263.984	2.0	1.1	0.2	260.901	261.240	261.285	1.4	0.1	0.0

1 Population over 2,500,000    2 Population 2,500,000 and under, Dec 1996 = 100    3 Dec 2017=100    4 Dec 2001=100

**NOTE:** In January 2018, BLS introduced a new geographic area sample for the Consumer Price Index (CPI): [www.bls.gov/regions/west/factsheet/2018cpirevisionwest.pdf](http://www.bls.gov/regions/west/factsheet/2018cpirevisionwest.pdf)

1967=100 base year indexes and tables with semiannual and annual average data are available at: [www.bls.gov/regions/west/factsheet/consumer-price-index-data-tables.htm](http://www.bls.gov/regions/west/factsheet/consumer-price-index-data-tables.htm)

Release date November 14, 2023. The next release date is scheduled for December 12, 2023. For questions, please contact us at [BLSinfoSF@bls.gov](mailto:BLSinfoSF@bls.gov) or (415) 625-2270.

**Before filling these  
documents out, please  
make copies of them  
for your future use.**

**City of Fresno  
Mobilehome Park Rent Review and Stabilization  
Ordinance Rent Increase Information**

**These forms are sent  
out as a courtesy of the  
City of Fresno.**

# Mobilehome Park Rent Review and Stabilization Ordinance

## RENT INCREASE APPLICATION

Mobilehome Park:

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
Park Owner

Instructions:

1. Complete and sign the Rent Increase Application, Form MRR 1-1, to apply for the rent increase.
2. Complete the Application Summary of Relevant Factors, Form MRR 1-2, for the automatic rent increase factor(s) being requested.
3. Complete Form MRR 1-3, Rent Increase Information, which provides the addresses/space numbers of all mobilehome park spaces for which a rent increase is being requested.

**NOTE:** PLEASE DO NOT SEND IN AN ALTERNATE SPREADSHEET IN PLACE OF MMR 1-3.

4. Send a copy of the application to the park Residents' Rent Committee and to the City of Fresno. The City may not verify calculations. If the park Owner and the park Residents' Rental Committee are unable to resolve any differences, they may petition for proceedings in front of the Mobilehome Park Rent Review & Stabilization Commission.

I certify, under penalty of perjury, under the laws of the State of California, that I am the park owner, or his/her agent, of the mobilehome park identified above, as defined under FMC Chapter 12, Article 20, § 12-2003, and that all statements and information contained in this application are true and correct.

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Print Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Mailing Address  
(Include business name if applicable)

\_\_\_\_\_  
E-Mail

Park Name: \_\_\_\_\_ Park ID#: \_\_\_\_\_

**MOBILEHOME PARK  
RENT INCREASE APPLICATION COMPLETENESS CHECKLIST**

The following forms must be completed and submitted to both the City of Fresno **and** the Residents' Committee Chair. Please include a copy of this completed checklist along with the forms.

- ☐ Form MRR 1-1: Rent Increase Application
- ☐ Form MRR 1-2: Application Summary of Relevant Factors
- ☐ Form MRR 1-3: Rent Increase Information



# Mobilehome Park Rent Review and Stabilization Ordinance

Automatic and Non-Automatic Rent Increase

Application Summary of Relevant Factors

FMC Chapter 12, Article 20

## Mobilehome Park:

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

### A. Automatic Increase – Consumer Price Index (FMC § 12-2014)

1. Percent change in the previous year's Consumer Price Index (CPI) for the period between November 1 and October 31. \_\_\_\_\_ %
2. Base rent (the average rents of all affected spaces from December 1 of the calendar year preceding the rent increase date). \$ \_\_\_\_\_
3. Total dollar amount of the increase based upon the CPI, per space. \$ \_\_\_\_\_

### B. Automatic Pass-Through of Annual Government Costs (FMC § 12- 2013)

1. Government mandated costs, 12 months prior to date of application. \$ \_\_\_\_\_
2. Government mandated costs effective on the date of application. \$ \_\_\_\_\_
3. Percentage increase over a 12-month period. \_\_\_\_\_ %
4. Percentage amount which exceeds 5 percent. \_\_\_\_\_ %
5. Total dollar amount of the increase based on the annual government cost increases, per space. \$ \_\_\_\_\_

### C. Non-Automatic Rent Increase (FMC §§ 12-2009 and § 12-2012)

If applying for a non-automatic rent increase, the Mobilehome Rent Review and Stabilization Commission will consider the factors described in §12-2012 (a-k) in determining the amount of the increase. Review §12-2012 (a-k) and mark the box next to each relevant factor to the non-automatic rent increase. The application is not complete unless contextualized supporting documentation for each relevant factor is attached as an exhibit.

- |  |  |
|--|--|
| _____ a. Percentage change in the CPI.                                 | _____ g. Changes in reasonable operating and maintenance expenses.       |
| _____ b. State/federal wage and price guidelines.                      | _____ h. Repairs other than wear and tear.                               |
| _____ c. Comparable mobilehome spaces in comparable parks.             | _____ i. The amount and quality of services and amenities.               |
| _____ d. The length of time since the last increase.                   | _____ j. Any existing lease.   |
| _____ e. Completion of any capital improvements or rehabilitation work | _____ k. A just and reasonable rate of return on the owner's investment. |
| _____ f. Changes in rent paid by the owner for lease of the land.      |  |

Total amount of the non-automatic rent increase requested, per space \$ \_\_\_\_\_

### D. Total Requested Rent Increase Amount, per space (Both Automatic and Non-Automatic)

\$ \_\_\_\_\_

## INSTRUCTIONS TO COMPLETE FORM MRR 1-3, RENT INCREASE INFORMATION

Column	Column Title	Instructions to Complete Form MRR 1-3
A	Ordinance or Lease	Enter either “O” if the space rent increase is subject to the City’s Ordinance, or “L” if the space is under a lease.
B	Space Number	Enter the assigned space number.
C	Space Type	Check the appropriate box: Mobile Home or Recreational Vehicle.
D	Rent on Jan. 1 <sup>st</sup>	Enter the <b>monthly</b> space rent on January 1 of the reporting year. If the space was vacant, enter the last rent charged for that space.
E	Occupancy Date	Enter one of the following options: <ul style="list-style-type: none"><li>▪ <b>January 1<sup>st</sup></b> Use this option if the space has been consistently occupied since January 1 of the reporting year, or if the space became vacant after January 1 and has not been re-rented.</li><li>▪ <b>Vacant</b> Use this option if the space has been vacant from January 1 through December 31 of the reporting year.</li><li>▪ <b>Actual Date</b> Use the actual date of move-in if the space was re-rented to a new tenant during the reporting year, or if the space was vacant on January 1 and then rented during the reporting year.</li></ul>
F	Rent on Date of Occupancy	Enter the monthly space rent charged for the occupancy date listed in Column E.
G	Monthly Rent Increase	Enter the dollar amount of the monthly rent increase for space from January 1 through December 31 of the reporting year.
H	Date of Last Increase	Enter date of the <b>last</b> rent increase on space.
I	Current Rent	Enter the current monthly rent as of December 31, or if vacant on December 31, enter rent of last tenant to occupy space.
J and K	Reason for Increase	Mark the appropriate box(es) for rent increases limited to CPI or Government mandated costs.
L		Mark this box for rent increases due to scheduled increase in long-term lease or any other requested increase.
		2023-2024 Instructions for Form MRR 1-3. Revised November 2023





## MOBILEHOME PARK RENT REVIEW AND STABILIZATION ORDINANCE RENT INCREASE INFORMATION

Mobile Home Park: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Reporting Period: January 1, 20\_\_\_\_ through December 31, 20\_\_\_\_ Number of Spaces per Park Permit: \_\_\_\_\_

Ordinance (O) or Lease (L)	Space Number	Space Type	Rent on January 1 <sup>st</sup>	Occupancy Date	Rent on date of Occupancy	Monthly Rent Increase	Date of Last Increase	Current Rent	Reason for Increase		
									J. CPI	K. Government	L. Other
A	B	C	D	E	F	G	H	I	J	K	L
		G Mobile Home G Rec. Vehicle							J	K	L
		G Mobile Home G Rec. Vehicle							J	K	L
		G Mobile Home G Rec. Vehicle							J	K	L
		G Mobile Home G Rec. Vehicle							J	K	L
		G Mobile Home G Rec. Vehicle							J	K	L
		G Mobile Home G Rec. Vehicle							J	K	L
		G Mobile Home G Rec. Vehicle							J	K	L
		G Mobile Home G Rec. Vehicle							J	K	L

**Mobile Home Park:** \_\_\_\_\_

Ordinance (O) or Lease (L)	Space Number	Space Type	Rent on January 1 <sup>st</sup>	Occupancy Date	Rent on date of Occupancy	Monthly Rent Increase	Date of Last Increase	Current Rent	Reason for Increase		
									J. CPI	K. Government	L. Other
		G Mobile Home G Rec. Vehicle							J	K	L
		G Mobile Home G Rec. Vehicle							J	K	L
		G Mobile Home G Rec. Vehicle							J	K	L
		G Mobile Home G Rec. Vehicle							J	K	L
		G Mobile Home G Rec. Vehicle							J	K	L
		G Mobile Home G Rec. Vehicle							J	K	L
		G Mobile Home G Rec. Vehicle							J	K	L
		G Mobile Home G Rec. Vehicle							J	K	L
		G Mobile Home G Rec. Vehicle							J	K	L
		G Mobile Home G Rec. Vehicle							J	K	L



## Mobilehome Park Rent Review and Stabilization Ordinance

### RESIDENT VOTING RESULTS ON NON-AUTOMATIC RENT INCREASE UNDER FRESNO MUNICIPAL CODE § 12-2012 RENT INCREASE REQUIREMENT

Mobilehome Park:

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

Residents of the mobilehome spaces identified in the rent increase application:

☐ **Accept** the rent increase. Proceedings on the rent increase application shall cease.

☐ **Reject** the rent increase. Park owners may request rent review proceedings<sup>1</sup>.

Number of residents voting in favor of the rent increase

\_\_\_\_\_

Number of residents voting against the rent increase

\_\_\_\_\_

Total number of spaces occupied by voting residents

\_\_\_\_\_

Total number of spaces affected by the rent increase

\_\_\_\_\_

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Print Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

<sup>1</sup>Pursuant to § 12-2010(b)(2) and § 12-2011(a), a non-automatic rent increase (§ 12-2012) rejected by the affected residents is subject to proceedings before the Mobilehome Rent Review and Stabilization Commission at the owner's request. To request a hearing, complete Form MRR 3-1 and submit it to the City of Fresno Code Enforcement Division, Mobilehome Parks Unit, with the appropriate fees.



# Mobilehome Park Rent Review and Stabilization Ordinance

## Application Results for § 12-2014 of the FMC

### AUTOMATIC CPI RENT INCREASE REQUEST

Mobilehome Park:

Name

Address

This form is to be completed by the Resident Rent Committee Chair and mailed to the owner with a copy to the City. Check **ONLY ONE** of the following boxes. Please note that the CPI increase request is **NOT** subject to a vote of affected Residents. It is the responsibility of the Resident Rent Committee and/or Chair to review a CPI rent increase request for completeness. Refer to FMC § 12-2009 (a) – (d).

☐ The Rent Committee has reviewed the owner's request and supporting documentation for an automatic CPI rent increase. We find the request and documents to be complete and are hereby notifying the owner and the City within five (5) days of receipt of a complete application.

☐ Pursuant to FMC § 12-2009(c), the Rent Committee has reviewed the owner's request and supporting documentation for an automatic CPI rent increase. We notified the owner within five days after receipt of the application of the information or documents that are needed to make the application complete BUT the owner has not submitted the information or documents needed to make the application complete within ten working days of our request. We are hereby notifying the City of this incomplete application status and requesting assistance.

a) Also complete the following if notifying the City of an incomplete CPI rent increase application.

Date of receipt of owner's original application	
Last date the Resident Rent Committee notified the owner of additional information needed to make application complete	
Method used to notify owner of additional information/documents needed: mail, phone, email, etc.	

b) Also attach a brief explanation why the Rent Committee believes the owner's application is incomplete.

Print Name

Print Title

Signature of Rent Committee Chairman

Date

# Mobilehome Park Rent Review and Stabilization Ordinance

## Request for Commission Proceedings

Mobilehome Park: \_\_\_\_\_

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

A request is made for a rent increase review by the Mobilehome Park Rent Review and Stabilization Commission. I have checked the box(es) applicable to the reason(s) for this request. All required fees and documents used during the negotiation process between park owners and residents are attached.

<input type="checkbox"/>	<b>PARK OWNER ONLY</b> Pursuant to Chapter 12, Article 20, § 12-2010(b)(2) and § 12-2011(a) of the Fresno Municipal Code, if the affected residents of a mobilehome park reject a <u>non-automatic rent increase</u> (§ 12-2012), the owner, having otherwise met all requirements of this ordinance, may request proceeding before the Mobilehome Park Rent Review and Stabilization Commission. Park residents of the above named mobilehome park have rejected the requested non-automatic rent increase.
<input type="checkbox"/>	<b>PARK OWNER OR RESIDENT COMMITTEE</b> Pursuant to Chapter 12, Article 20, § 12-2013(b)(3) and § 12-2013(c) of the Fresno Municipal Code, if either party, having otherwise met all requirements of this ordinance, is not satisfied with the decision of the Director regarding a requested increase under the Automatic Pass-through of Annual Government Costs § 12-2013, that party may request a final determination by the Mobilehome Park Rent Review and Stabilization Commission. I/we are not satisfied with the decision of the Director.

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Print Title

\_\_\_\_\_  
Mailing Address (& business name if applicable)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
\_\_\_\_\_

**FEES FOR REVIEW OF RENT INCREASE APPLICATION.** Pursuant to Article 20, § 12-2011(a) and/or § 12-2013(c) of the FMC, the requesting party shall submit a fee to cover the costs to conduct the proceedings. Current fee amounts may be found in the City of Fresno Master Fee Schedule, available online at <https://www.fresno.gov/budget/>.

Rate per space		Found in the Master Fee Schedule
# of spaces		Multiply the number of affected spaces by the rate per space
Flat Fee		Add the flat fee found in the Master Fee Schedule
Total Fees Due		Remit payment to the City of Fresno

## PROPOSED SCHEDULE FOR MOBILEHOME PARK ANNUAL RENT INCREASE APPLICATION

*Mobilehome Park Rent Review & Stabilization Commission to vote on schedule on January 9, 2024*

Mobile Home Park	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Alhambra II	X											
Ashwood Place (formerly Sunnyside)		X										
Blackstone North RV Park					X							
Country Living Mobile Home Park								X				
Four Seasons Mobile Home Park											X	
Franciscan				X								
Fresno Mobile Estates (Formerly Fresno RV Park, Alhambra I)												X
Fresno Mobile Home and RV Park										X		
Green Acres			X									
La Hacienda (formerly Trails End)					X							
Mid State Mobile Manor											X	
Millbrook Mobilehome Village									X			
Modern								X				
Park View			X									
San Joaquin Estates	X											
San Joaquin Mobilehome Village	X											
Sierra Mobile Park				X								
Stonegate Estates								X				
Sunset West Community		X										
Willows of Santiago MHP										X		
Three Palms									X			
Town & Country		X										
Villa Capri Estates		X										
Villa Fresno											X	
Westfall MHP					X							
Westlake Park			X									
Woodward Bluffs (Woodward Bluff MHP)				X								

**NOTE: MOBILEHOME PARKS HIGHLIGHTED IN BLUE DID NOT HAVE A PREVIOUSLY ASSIGNED MONTH.**

To request a rent increase for affected spaces under the City of Fresno Mobilehome Park Rent Review and Stabilization Ordinance, owner's application forms and contextualized supporting documents must be submitted to the Resident Rent Committee, with a copy sent to the City, within the month shown on this form.

**PLEASE BE ADVISED:** The Mobilehome Park Rent Review & Stabilization Commission is scheduled to vote on this proposed schedule during their regular meeting on January 9, 2024, at 6:00 p.m. in Council Chambers of City Hall (2600 Fresno St., Fresno, CA 93721). Any parks with active Residents' Committees whose schedules are changed from what is reflected in the above schedule will be so notified.

# City of Fresno

## Mobilehome Park Rent Review & Stabilization Ordinance Process

### AUTOMATIC CPI Rent Increase Process

