

Exhibit “A”

RELOCATION PLAN FOR MAR VISTA UNION PROJECT



Mar Vista Union Project
DRAFT RELOCATION PLAN

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June 28, 2011

TABLE OF CONTENTS

	INTRODUCTION	1
I.	PROJECT DESCRIPTION	2
	A. REGIONAL LOCATION	2
	B. PROJECT SITE LOCATION	3
	C. GENERAL DEMOGRAPHIC & HOUSING CHARACTERISTICS	4
II.	ASSESSMENT OF RELOCATION NEEDS	5
	A. SURVEY METHOD	5
	B. FIELD STUDY DATA	5
	1. Current Occupants	5
	2. Replacement Housing Needs	5
	3. Income	6
	4. Ethnicity/Language	6
	5. Senior/Handicapped Households	6
	6. Preferred Relocation Areas	6
III.	RELOCATION RESOURCES	7
	A. METHODOLOGY	7
	B. REPLACEMENT HOUSING AVAILABILITY	7
	1. Residential Rental Housing	7
	2. Summary	7
	C. RELATED ISSUES	7
	1. Concurrent Residential Displacement	7
	2. Temporary Housing	8
IV.	THE RELOCATION PROGRAM	9
	A. ADVISORY ASSISTANCE	9
	B. RELOCATION BENEFITS	10
	1. Residential Moving Expenses	11
	2. Rental Assistance to Tenants Who Choose to Rent	11
	3. Downpayment Assistance to Tenants Who Choose to Purchase	13
	4. Payments to Non-Tenured Residential Tenants	13
	C. DETERMINATION OF COMPARABLE HOUSING	13
	D. GENERAL INFORMATION REGARDING THE PAYMENT OF RELOCATION BENEFITS	13
	E. LAST RESORT HOUSING	14
V.	ADMINISTRATIVE PROVISIONS	16
	A. NOTICES	16
	B. PRIVACY RECORDS	17
	C. GRIEVANCE PROCEDURES	17
	D. EVICTION POLICY	17
	E. CITIZEN PARTICIPATION	17
	F. PROJECTED DATES OF DISPLACEMENT	18
	G. ESTIMATED RELOCATION COSTS	18

LIST OF TABLES

TABLE 1:	2000 Census Population – City of Pasadena & Impacted Tract	4
TABLE 2:	2000 Census Housing units – City of Pasadena & Impacted Tract	4
TABLE 3:	Availability and Cost of Replacement Rental Housing	7
TABLE 4:	Schedule of Fixed Moving Payments	11
TABLE 5:	Computation of Rental Assistance Payments	12

LIST OF EXHIBITS

EXHIBIT A:	Residential Interview Form
EXHIBIT B:	HUD Income Levels – Los Angeles County
EXHIBIT C:	Residential Informational Brochure
EXHIBIT D:	Public Comments and Response

INTRODUCTION

National Community Renaissance of California (the “Developer”) has authorized the preparation of a relocation plan to be undertaken in connection with the acquisition of the property at 131-135 N. Mar Vista in Pasadena, CA for a proposed affordable housing project. The Mar Vista Union Project (the “Project”) will create up to 20 units of permanent supportive housing for formerly homeless families. Onsite supportive services, provided by Union Station Homeless Services, will include case management, substance abuse recovery support, benefits advocacy, career counseling and referrals.

The new units will be offered to tenants who qualify at 30%, 40% and 50% of area median income. New tenants will be held to a 2+1 occupancy standard (two people per bedroom and one person in an additional room such as a living room or den). However, if Section 8 subsidies are used, the occupancy standard will be 2+2.

There are currently two structures on the project site – an occupied eight-unit apartment building and a vacant, uninhabitable, “apartment” structure not affixed to the ground. All improvements on the project site will be demolished to clear the properties for housing construction, and the occupants of the apartment units will be relocated.

There are currently seven tenant-occupied households, who will be permanently displaced for the project. The needs and characteristics of the displacee population, available relocation resources and the Developer program to provide assistance to each affected person are general subjects of this Relocation Plan (Plan).

Funding for the development of the Project will be provided by City of Pasadena redevelopment housing set-aside funds, monies from the Low Income Investment Fund (LIIF), 9% Tax Credits and City of Industry funds administered by the Los Angeles Community Development Commission. In addition, the Developer will seek to obtain from the City Section 8 Project-based rent subsidies.

This Plan conforms to the requirements of the California Relocation Assistance Law, Government Code Section 7260, et seq. (Law), the Relocation Assistance and Real Property Acquisition Guidelines adopted by the Department of Housing and Community Development and Title 25, California Code of Regulations Section 6000, et seq. (Guidelines) as well as relevant policies adopted by the Developer.

This Plan is organized in five sections:

1. Project description (**SECTION I**);
2. Assessment of the relocation needs of persons subject to displacement (**SECTION II**);
3. Assessment of available replacement housing units within the City of Pasadena (**SECTION III**);
4. Description of the Developer’s relocation program (**SECTION IV**);
5. Description of the Developer’s outreach efforts, Project timeline and budget (**SECTION V**).

I. PROJECT DESCRIPTION

A. REGIONAL LOCATION

The Project is located in the City of Pasadena within Los Angeles County. Pasadena is located in the southerly middle region of Los Angeles County, approximately 15 miles north of downtown Los Angeles and is immediately accessible from Interstates 10 and 210 and Highway 110. Adjacent communities include Glendale, Sierra Madre, Eagle Rock, San Marino and South Pasadena. (See Figure 1: Regional Project Location)

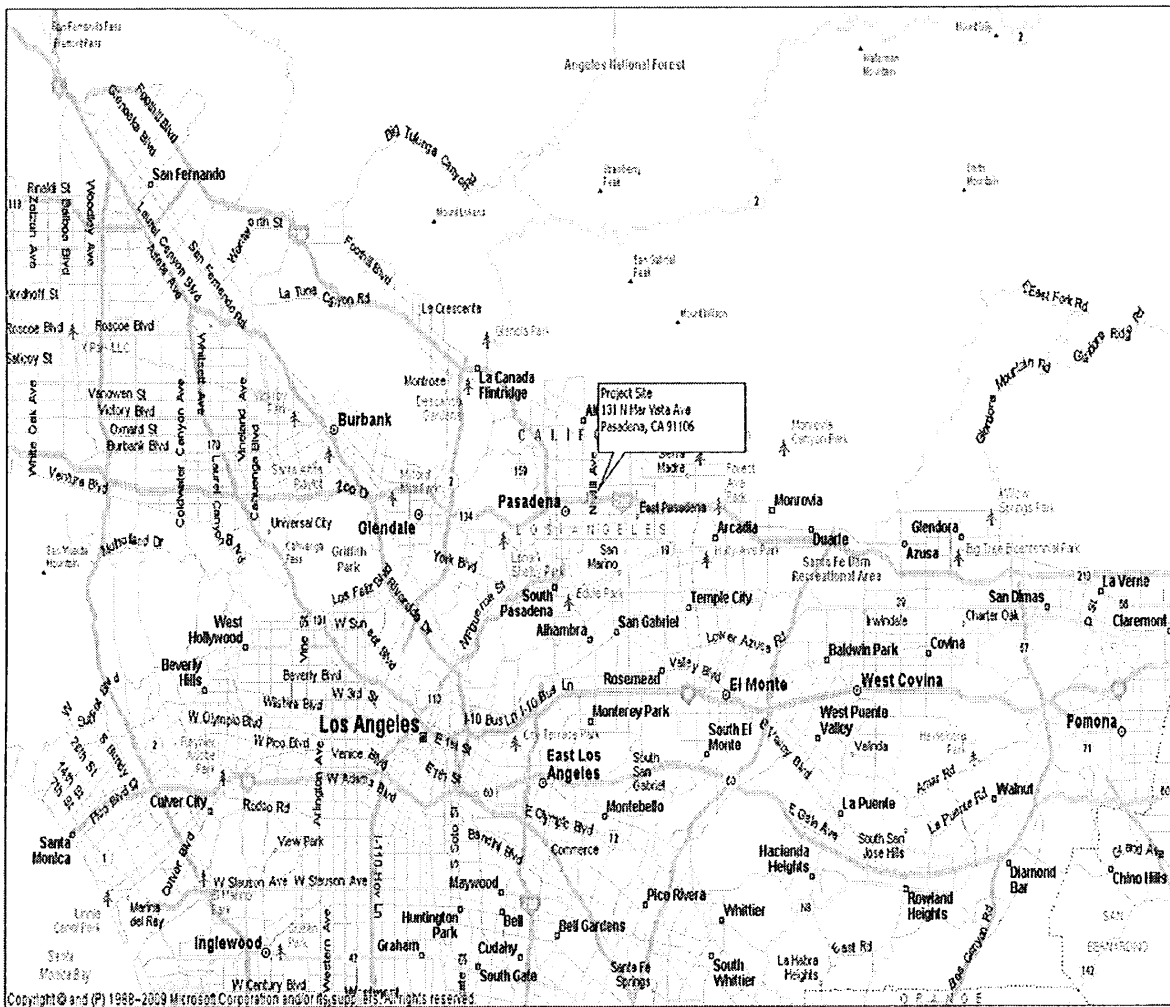


Figure 1: Regional Project Location

B. PROJECT SITE LOCATION AND DESCRIPTION

The Project site is located at 131-135 N. Mar Vista generally bordered by N. Michigan Avenue to the east, E. Colorado Boulevard to the south, S. Wilson Avenue to the west and E. Walnut Street to the north. (See Figure 2: Project Site.) The Project site includes two adjacent parcels consisting of approximately .48 acres and is comprised of one residential eight-plex and an uninhabitable structure formally occupied as an unpermitted two-unit “apartment” structure. Seven of the eight permitted apartment units are occupied, and all household occupants will require permanent relocation services.

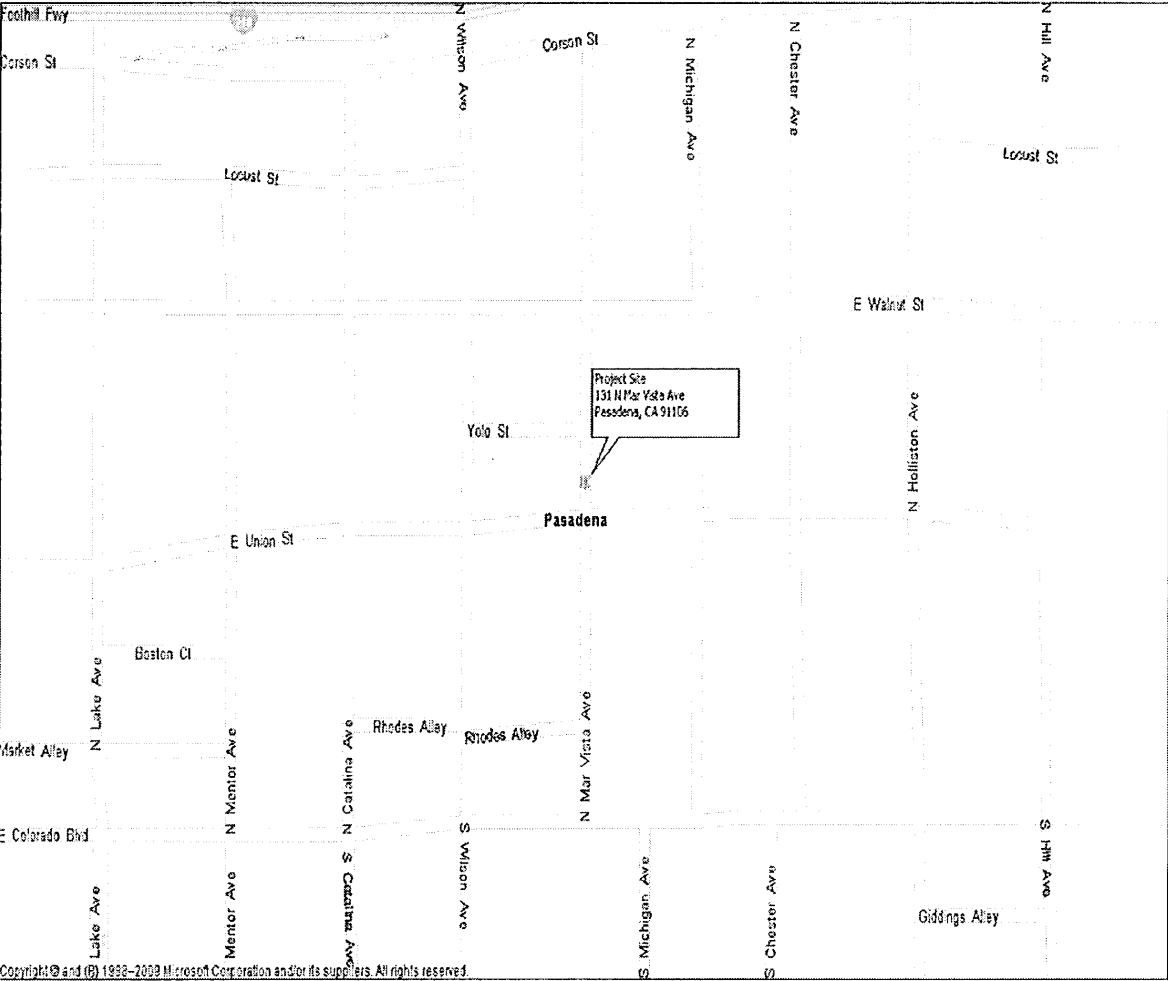


Figure 2: Project Site Location

C. GENERAL DEMOGRAPHIC AND HOUSING CHARACTERISTICS

According to the 2000 U.S. Census, the population of the City of Pasadena is 133,936, and the population of the impacted Census Tract 4623/Block 6006 is 311 (see **Table 1**). Corresponding Census data concerning the housing mix is shown in **Table 2**.

TABLE 1: 2000 Census Population – City of Pasadena & Impacted Tract

Population	Tract 4623 6006	%	City	%
Total Population	311	100.0%	133936	100.0%
White	148	47.6%/	71,469	53.4%
Black or African American	25	8.0%	19,319	14.4%
American Indian or Alaska Native	0	0.0%	952	0.7%
Asian	77	24.8%	13,399	10.0%
Native Hawaiian or Other Pacific Islander	0	0.0%	132	0.1%
Some Other Race	49	15.8%	21,444	16.0%
Two or More Races	12	3.9%	7,221	5.4%
Hispanic or Latino (of Any Race)	117	37.5%	44,734	33.4%

Source: U.S. Census Bureau, QT-PL. Race, Hispanic or Latino, and Age: 2000

TABLE 2: 2000 Census Housing Units – City of Pasadena & Impacted Tract

Type	Tract 4623 6006	%	City	%
Total Occupied Units	155	100.0%	51,844	100.0%
Owner-Occupied	12	7.7%	23,725	45.8%
Renter-Occupied	143	92.3%	28,119	54.2%
Vacant Housing Units	9	100.0%	2,288	100.0%
Available for Sale Only (of Total Vacant Units)	0	0.0%	325	14.2%
Available for Rent – Full Time Occupancy (of Total Vacant Units)	9	100.0%	826	36.1%
Sold or Rented – Not Occupied	0	0.0%	240	10.5%
Otherwise Not Available (e.g. seasonal, recreational, migratory, occasional use)	0	0.0%	332	14.5%
Other Vacant	0	0.0%	565	24.7%

Source: U.S. Census Bureau, QT-H1. General Housing Characteristics: 2000

II. ASSESSMENT OF RELOCATION NEEDS

A. SURVEY METHOD

To obtain information necessary for the preparation of this Plan, personal interviews were conducted with the Project occupants in April 2011. The interviewer was successful in obtaining survey responses from six out of seven households within the Project. Multiple attempts to reach the non-contacted household were made both in person on site and via letters mailed and notes and business cards left on their door. There was no response to the attempts made to contact them as of the date of this Plan. The data in this section of the Plan are based solely on the unconfirmed responses of those individuals who participated in the survey.

Inquiries made of the residential occupants concerned household size and composition, income, monthly rent, length of occupancy, ethnicity, home language, physical disabilities, and replacement housing preferences. A Sample of the residential interview form used in the interview process is presented as **Exhibit A** of this report.

B. FIELD SURVEY DATA

1. Current Occupants

There are seven residential households to be relocated for the Project. At the time of the interviews, there were nine adults and six children (17 years or younger) within the six households surveyed. Reports from neighbors indicate there are at least two individuals residing in the seventh household for a total estimated project occupancy of 17 persons.

All project households currently occupy one room studio units with a bathroom. The commonly accepted standard for housing density, and the Developer's approved policy, allows two persons per bedroom and one person in the common living area. Based on this criterion and available tenant data, three units are known to be overcrowded. Replacement housing referrals to the occupants of these dwellings will reflect the need for larger accommodations.

2. Replacement Housing Needs

Replacement housing needs, as expressed in this plan, are defined by the total number of required replacement units and distribution of those units by bedroom size. The projected number of required units by bedroom size is calculated by comparing survey data for household size with typical replacement housing occupancy standards. These standards, generally, allow for up to three persons in a one-bedroom unit, five persons in a two-bedroom unit, seven persons in a three-bedroom unit and nine or more persons in a four-bedroom unit. It is assumed the non-contacted household is not overcrowded.

Replacement units required for the Project occupants include four studio apartments, one one-bedroom apartment and two two-bedroom apartments.

3. Income

Six of seven households verbally provided information regarding gross household income. According to income standards for the County of Los Angeles (**Exhibit B**) adjusted for family size as published by the United States Department of Housing and Urban Development (HUD): four Project households qualify as Extremely Low income (30% or less of area median income), two Project households qualify as Very Low income (31%-50% of area median income), and the income level for the seventh household is unknown.

4. Ethnicity/Language

All six reporting households stated Hispanic as their ethnicity and Spanish as their preferred language. All verbal communication and required written notices will be provided in both English and Spanish.

5. Senior/Handicapped Households

There are no known households with a senior head of household or spouse (62 years or older) in the Project. There are two households with a member in each with reported disabilities, although both are not physical in nature. No special accommodation regarding replacement housing will be required.

6. Preferred Relocation Areas

All households surveyed expressed a preference to remain in the Pasadena community in order to maintain current access to schools and employment, although one household is open to relocating to Sierra Madre.

III. RELOCATION RESOURCES

A. METHODOLOGY

For residential housing, a resource survey was initially conducted to identify available rental units beginning within a five-mile radius from the Project site. The following sources were subsequently also utilized:

- Classified rental listings from local newspapers and *For Rent* publications
- Contacts with real estate/property management companies serving the community
- Internet sources of rental opportunities

B. REPLACEMENT HOUSING AVAILABILITY

1. Residential Rental Housing

The rental replacement housing survey considered apartments for rent in Pasadena. This data is summarized in **Table 3** below. The individual figures for number of units found by bedroom size are presented in the table alongside the number of units needed (shown in parentheses) to meet the re-housing obligations.

Bedroom Size	Studio	One	Two
# Found (# Needed)	23 (4)	22 (1)	15 (2)
Rent Range	\$650 - \$850	\$825 - \$975	\$800 - \$1,350
Median Rent	\$800	\$900	\$1,200

The median rent amount shown in the table is among the figures used to make benefit and budget projections for the Plan. This amount is, naturally, subject to change according to the market rates prevailing at the time of displacement.

2. Summary

Considering the above described availability of replacement housing resources gathered over a two-week period, it appears that there are more than adequate replacement resources for the residential occupants. But, while adequate replacement resources exist, based on survey results of rental opportunities and the tenant's current rent, the tenant occupants will likely have an increase in monthly rent. Possible increases, if any, will be met through the Developer's obligation under the relocation regulations, including Last Resort Housing (LHR) requirements. (See Section IV, E).

C. RELATED ISSUES

1. Concurrent Residential Displacement

There are no current public projects causing significant residential displacements underway in Pasadena which would compete with the Project for needed housing resources.

No residential displacee will be required to move without both adequate notice and access to available affordable decent, safe and sanitary housing.

2. Temporary Housing

No need for temporary housing is anticipated.

IV THE RELOCATION PROGRAM

The Developer's Relocation Program is designed to minimize hardship, be responsive to unique project circumstances, emphasize maintaining personal contact with all affected individuals, consistently apply all regulatory criteria to formulate eligibility and benefit determinations and conform to all applicable requirements.

The Developer has retained Overland, Pacific & Cutler, Inc. (OPC) to administer the Relocation Program. OPC has worked on more than 3,000 public agency acquisition and relocation projects over the past 30 years. Experienced Developer staff will monitor the performance of OPC and be responsible to approve or disapprove OPC recommendations concerning eligibility and benefit determinations and interpretations of Developer's policy.

The relocation program consists of two principal constituents: Advisory Assistance and Financial Assistance.

A. ADVISORY ASSISTANCE

Eligible individuals who will need to move from existing homes will receive advisory assistance. Advisory assistance services are intended to:

- inform displacees about the relocation program
- help in the process of finding appropriate replacement accommodations
- facilitate claims processing
- maintain a communication link with the Developer
- coordinate the involvement of outside service providers

To follow through on the advisory assistance component of the relocation program and assure that the Developer meets its obligations under the law, relocation staff will perform the following functions:

1. Distribute appropriate written information concerning the Developer's relocation program;
2. Inform eligible project occupants of the nature of, and procedures for, obtaining available relocation assistance and benefits. (See **Exhibit C**)
3. Determine the needs of each residential displacee eligible for assistance;
4. Provide residential displacees with at least three referrals to comparable replacement housing within a reasonable time prior to displacement;
5. Maintain an updated database of available housing resources, and distribute referral information to displacees for the duration of the Project;

6. Provide transportation to residential displacees, if necessary, to inspect replacement sites within the local area;
7. Offer special assistance to help elderly or disabled tenants find housing near friends, relatives, medical facilities, and services and convenient transportation;
8. Supply information concerning federal and state programs and other governmental programs providing assistance to displaced persons;
9. Assist each eligible residential occupant in the preparation and submission of relocation assistance claims;
10. Provide additional reasonable services necessary to successfully relocate residents;
11. Make benefit determinations and payments in accordance with applicable law and the Developer's adopted relocation guidelines;
12. Assure that no occupant is required to move without a minimum of 90 days written notice to vacate;
13. Inform all persons subject to displacement of the Developer's policies with regard to eviction and property management;
14. Establish and maintain a formal grievance procedure for use by displaced persons seeking administrative review of the Developer's decision with respect to relocation assistance; and,
15. Provide assistance that does not result in different or separate treatment due to race, color, religion, national origin, sex, marital status or other arbitrary circumstances.

B. RELOCATION BENEFITS

Specific eligibility requirements and benefit plans will be detailed on an individual basis with all displacees. In the course of personal interviews and follow-up visits, each displacee will be counseled as to available options and the consequences of any choice with respect to financial assistance.

Relocation benefits will be paid to eligible displacees upon submission of required claim forms and documentation in accordance with the Developer's administrative procedures. The Developer will process advance payment requests to mitigate hardships for residential tenants who do not have access to sufficient funds to pay move-in costs such as first month's rent and/or security deposits. Approved requests will be processed expeditiously to help avoid the loss of desirable, appropriate replacement housing.

1. Residential Moving Expense Payments

All residential occupants to be relocated may be eligible to receive a payment for moving expenses. Moving expense payments will be made based upon the actual cost of a professional move or a fixed payment based on a room-count schedule.

a. Actual Cost (Professional Move)

The displacee may elect to retain the services of a licensed professional mover, in which case the Developer will pay the actual cost of moving services, based on the lowest of two acceptable bids. (The Developer may, at its discretion, solicit competitive bids to determine the lowest, reasonable move cost.) After the move is complete, the displacee may pay the mover directly and seek reimbursement from the Developer or request a direct payment from the Developer to the mover.

b. Fixed Payment (based on Room Count Schedule)

The displacee may, while taking full responsibility for the move, elect to receive a fixed payment for moving expenses based on a room count in the displacement dwelling. The fixed payment is a one-time, all inclusive allowance that does not require back-up documentation. The current schedule for fixed payments is set forth in **Table 4**:

TABLE 4: Schedule of Fixed Moving Payments										
Unfurnished Dwelling										
Room count	1	2	3	4	5	6	7	8	Each additional	
Amount	\$625	\$800	\$1,000	\$1,175	\$1,425	\$1,650	\$1,900	\$2,150	\$225	
Furnished Dwelling										
Room count	1								Each Additional	
Amount	\$400									\$65

Source: California Department of Transportation

2. Rental Assistance to Tenants Who Choose to Rent

A tenant displaced from a dwelling may be entitled to a Replacement Housing Payment in the form of rental or downpayment assistance not-to-exceed \$5,250 (prior to consideration of eligibility for Last Resort Housing benefits – see Last Resort Housing, Section IV, E), if the displacee:

1. Has actually and lawfully occupied the displacement dwelling for at least 90 days immediately prior to the initiation of negotiations; and
2. Has rented, or purchased, and occupied a decent, safe, and sanitary replacement dwelling within one year (unless the Developer extends this period for good cause) after the date he or she moves from the displacement dwelling.

Rental Assistance payment amounts are equal to 42 times the difference between the base monthly rent and the lesser of:

- (i) The monthly rent and estimated average monthly cost of utilities for a comparable replacement dwelling; or
- (ii) The monthly rent and estimated average monthly cost of utilities for the decent, safe and sanitary replacement dwelling actually occupied by displaced person.

The base monthly rent for the displacement dwelling is the lesser of:

- (i) The average monthly cost for rent and utilities at the displacement dwelling for a reasonable period prior to the displacement, as determined by the Developer. For owner-occupants or households, which pay no rent, economic rent will be used as a substitute for actual rent; or
- (ii) Thirty percent (30%) of the displaced person's average, monthly, adjusted gross household income. If a displacee refuses to provide appropriate evidence of income or is a dependent, the base monthly rent shall be determined to be the average monthly cost for rent and utilities at the displacement dwelling; or
- (iii) The total of the amount designated for shelter and utilities if receiving a welfare assistance payment from a program that designated the amounts for shelter and utilities.

Table 5 below illustrates the computation of a rental/downpayment assistance payment amount.

TABLE 5: Computation of Rental Assistance Payments		
1 Old Rent	\$650	Old Rent, plus Utility Allowance
or		
2. Ability to Pay	\$700	30% of the Adjusted Gross Household Income*
3. Lesser of lines 1 or 2	\$650	Base Monthly Rental
Subtract From:		
4. Actual New Rent	\$750	Actual New Rent including Utility Allowance
or		
5. Comparable Rent	\$775	Determined by Developer, includes Utility Allowance
6. Lesser of lines 4 or 5	\$750	
7. Yields Monthly Need	\$100	Subtract line 3 from line 6
Rental Assistance	\$4,200	Multiply line 7 by 42 months

*Gross income means the total amount of annual income of a household less the following: (1) a deduction for each dependent in excess of three; (2) a deduction of 10% of total income for the

elderly or disabled head of household; (3) a deduction for recurring extraordinary medical expenses defined for this purpose to mean medical expenses in excess of 3% of total income, where not compensated for, or covered by insurance or other sources; (4) a deduction of reasonable amounts paid for the care of children or sick or incapacitate family members when determined to be necessary to employment of head of household or spouse, except that the amount shall not exceed the amount of income received by the person who would not otherwise be able to seek employment in the absence of such care.

3. Downpayment Assistance to Tenants Who Choose to Purchase

Displacees otherwise eligible to receive a Rental Assistance payment as previously described, may choose to utilize the full amount of their rental assistance eligibility amount (including Last Resort benefit) to purchase a home. Such payments shall be deposited directly into an escrow account with provisions that allow the Developer to recover its funds should the escrow be cancelled or not proceed in a timely manner. These funds can be used as a downpayment and/or to pay for eligible non-recurring closing costs.

4. Payment to Non-Tenured Residential Tenants

An eligible residential tenant who has actually and lawfully occupied the displacement dwelling for less than 90 days immediately prior to the initiation of negotiations is entitled to receive a moving expense payment. Additionally, non-tenured residential tenants may qualify for a rental assistance payment under the provisions of Last Resort Housing assistance (see Last Resort Housing, Section IV, E). Such assistance is authorized when comparable replacement housing is not available at rental rates within the tenant's financial means (30% of gross monthly household income). Last Resort Housing assistance to non-tenured households is based solely on income.

C. DETERMINATION OF COMPARABLE HOUSING

Relocation staff will evaluate the cost of comparable replacement housing in the preparation of each individual Notice of Eligibility issued to eligible residential displacees. For residential tenants, the cost of comparable replacement housing will be determined primarily by a schedule method, which determines the median rent in the local market for each type of unit needed.

D. GENERAL INFORMATION REGARDING THE PAYMENT OF RELOCATION BENEFITS

Claims and supporting documentation for relocation benefits must be filed with the Developer no later than 18 months after the date of displacement.

The procedure for the preparation and filing of claims and the processing and delivery of payments will be as follows:

1. Claimant(s) will provide all necessary documentation to substantiate eligibility for assistance;
2. Relocation staff will review all necessary documentation including, but not limited to, income verification, legal presence status, personal identification, lease documents and escrow material before reaching a determination as to which expenses are eligible for compensation;
3. Required claim forms will be prepared by relocation staff and presented to the claimant for review. Signed claims and supporting documentation will be returned to relocation staff and submitted to the Developer;
4. The Developer will review and approve claims for payment, or request additional information;
5. The Developer will issue benefit checks to claimants in the most secure, expeditious manner possible;
6. Final payments to residential displacees will be issued after confirmation that the Project premises have been completely vacated and actual residency at the replacement unit is verified;
7. Receipts of payment and all claim material will be maintained in the relocation case files for two years by the Developer.

E. LAST RESORT HOUSING

Based on data derived from the surveys and analyses of the occupants in the Project area and costs of replacement housing resources, it is anticipated that "comparable replacement housing" will not be available as required. Specifically, for renters, when the computed replacement housing assistance eligibility exceeds \$5,250 or replacement dwelling monthly rental costs (including utilities and other reasonable recurring expenses) exceeds 30% of the person's average monthly income, Last Resort Housing will have to be provided.

Therefore, if the Project is to go forward, the Developer will authorize its funds or funds authorized for the Project to provide housing of last resort. Funds will be used to make payments in excess of the monetary limit specified in the statute (\$5,250); hence, satisfying the requirement that "comparable replacement housing" is available.

A displaced tenant household will be entitled to consideration for supplementary benefits in the form of Last Resort Housing assistance when the computed replacement housing assistance eligibility exceeds \$5,250 or replacement dwelling monthly rental costs (including utilities and other reasonable recurring expenses) exceed 30% of the person's average monthly income (financial means) or when a tenant fails to meet the 90-day occupancy requirement and comparable replacement rental housing is not available within the displaced person's financial means. Calculations of Last Resort rental assistance benefits for tenants who fail to meet the 90-

day occupancy requirement will be based solely on household income. Non 90-day qualifiers must meet basic eligibility requirements applied to all other displacees.

The Developer, at its discretion, may opt to pay Last Resort Housing payments in installments or in a lump sum. Recipients of Last Resort rental assistance, who intend to purchase rather than re-rent replacement housing, will have the right to request a lump sum payment of all benefits in the form of downpayment assistance. Tenant households receiving periodic payments will have the option to request a lump sum payment of remaining benefits to assist with the purchase of a decent, safe and sanitary dwelling.

V. ADMINISTRATIVE PROVISIONS

A. NOTICES

Each notice, which the Developer is required to provide to a Project occupant, shall be personally delivered or sent certified or registered first-class mail, return receipt requested and documented in the case file. Each notice will be written in plain, understandable language. Each notice will indicate the name and telephone number of a person who may be contacted for answers to questions and other needed help.

There are three principal notices:

- 1) the Information Statement
- 2) the Notice of Relocation Eligibility, and
- 3) the 90-Day Vacate Notice.

The Informational Statement is intended to provide potential relocatees with a general written description of the Developer's relocation program and basic information concerning benefits, conditions of eligibility, noticing requirements and appeal rights.

A Notice of Relocation Eligibility (NOE) will be distributed to each eligible residential relocatee. The NOE to residential relocatees contains a determination of eligibility for relocation assistance and a computation of a maximum entitlement for rental assistance based on information provided by the affected household and the analysis of comparable replacement properties undertaken by the relocation staff.

No lawful occupant will be required to move without having received at least 90 days advance written notice of the earliest date by which the move will be necessary. The 90-Day Vacate Notice will state a specific date as the earliest date by which the occupant may be required to move or state that the occupant will receive a further notice indicating, at least 60 days in advance, the specific date of the required move. The 90-Day Notice will not be issued to any residential displacee before a comparable replacement dwelling has been made available.

In addition to the three principal notices, relocation staff will issue timely written notification in the form of a Reminder Notice, which discusses the possible loss of rights and sets the expiration date for the loss of benefits to those persons who:

- 1) are eligible for monetary benefits
- 2) have moved from the acquired property, and
- 3) have not filed a claim for benefits.

Reminder Notices will be issued periodically throughout the qualification period. An attempt shall be made to make written contact with all non-responsive relocatees no later than within the last six months prior to the filing expiration date.

B. PRIVACY OF RECORDS

All information obtained from displacees is considered confidential and will not be shared without consent of the displacee or the Developer. Relocation staff will comply with federal regulations concerning safeguarding of relocation files and their contents.

C. GRIEVANCE PROCEDURES

A person who is dissatisfied with a determination as to eligibility for benefits, a payment amount, the failure to provide comparable temporary housing, or the Developer's property management practices may file a Relocation Assistance Appeal Form or any other written form of appeal with the Developer. The Developer's appeal policies will follow the standards described in Article 5, Section 6150 et seq., Title 25, Chapter 6, State of California, Department of Housing and Community Development Program guidelines. Specific details for the Developer's appeals policy will be furnished upon request.

D. EVICTION POLICY

The Developer recognizes that eviction is permissible only as a last resort, and that relocation records must be documented to reflect the specific circumstances surrounding any eviction. Eviction will only take place in cases of nonpayment of rent, serious violation of the rental agreement, a dangerous or illegal act in the unit, or if the household refuses all reasonable offers of alternate accommodation. A household, who is evicted for cause from the Project site, will forfeit any potential relocation benefits.

E. CITIZEN PARTICIPATION

There has been one community meeting regarding the proposed development to date, which was held on October 13, 2010 at the local theater near the project site. In addition, public meetings by the City Council and advisory bodies approving the Project were held on January 20, 2011, February 24, 2011 and March 14, 2011. As the development process moves forward, the Developer will observe the following protocol:

1. Provide affected tenants with full and timely access to documents relevant to the relocation program;
2. Encourage meaningful participation in reviewing the Relocation Plan and monitoring the relocation assistance program, including the project area occupants;
3. Provide technical assistance necessary to interpret elements of the Relocation Plan and other pertinent materials;

4. Issue a notice to the affected tenants, as well as a general notice concerning the availability of the draft Relocation Plan for public review, as required, 30 days prior to its proposed approval by the City of Pasadena City Council; and
5. Include the written or oral comments received concerning the Relocation Plan as an attachment (**Exhibit D**) when it is forwarded to the City of Pasadena City Council for approval.

F. PROJECTED DATES OF DISPLACEMENT

The Developer anticipates that date specific Notices to Vacate will not be issued prior to July 2011. No resident will be required to vacate without a minimum of 90 days notice. However, a resident may choose to vacate prior to a vacate notice being issued, once they have received their Notice of Eligibility, and be assured they will receive any replacement housing assistance and moving assistance to which they may be entitled.

G. ESTIMATED RELOCATION COSTS

The total budget estimate for relocation-related payments for this Project is **\$153,000**.

The Estimated relocation budget does not include any payments related to property acquisition. In addition, the budget does not consider the cost of any services necessary to implement the Plan and complete the relocation element of the Project. If the Project is to be implemented, and circumstances arise that should change either the number of residential occupants, or the nature of their activity, the Developer will authorize any additional compensable funds that may need to be appropriated. The Developer pledges to appropriate, on a timely basis, the funds necessary to ensure the successful completion of the Project, including funds necessary for last resort housing as indicated in Section IV, E, of this Plan to meet its obligation under the relocation regulations.

EXHIBIT A
RESIDENTIAL INTERVIEW FORM

Residential Relocation Interview

Client/Project:		Case ID:			
Site Address:		Total occupants:	Interview Date:	<input type="checkbox"/> Unoccupied	
City, St, ZIP:			Interviewer:	<input type="checkbox"/> No Contact	
INDIVIDUAL OCCUPANTS (use additional pages as needed)					
1. Name:		Gender: F M	Employer/School:		
Relationship (list 1): HEAD OF HOUSEHOLD	<input type="checkbox"/> ID verified	Income srce (list 2):	Income/empl. description:	Hire/start date:	Mo Income:
Lawful presence (list 3):	Date of birth:				
Phone/fax/email:	Move-in date:				
Notes/special needs:					
2. Name:		Gender: F M	Employer/School:		
Relationship (list 1):	<input type="checkbox"/> ID verified	Income srce (list 2):	Income/empl. description:	Hire/start date:	Mo Income:
Lawful presence (list 3):	Date of birth:				
Phone/fax/email:	Move-in date:				
Notes/special needs:					
3. Name:		Gender: F M	Employer/School:		
Relationship (list 1):	<input type="checkbox"/> ID verified	Income srce (list 2):	Income/empl. description:	Hire/start date:	Mo Income:
Lawful presence (list 3):	Date of birth:				
Phone/fax/email:	Move-in date:				
Notes/special needs:					
4. Name:		Gender: F M	Employer/School:		
Relationship (list 1):	<input type="checkbox"/> ID verified	Income srce (list 2):	Income/empl. description:	Hire/start date:	Mo Income:
Lawful presence (list 3):	Date of birth:				
Phone/fax/email:	Move-in date:				
Notes/special needs:					
5. Name:		Gender: F M	Employer/School:		
Relationship (list 1):	<input type="checkbox"/> ID verified	Income srce (list 2):	Income/empl. description:	Hire/start date:	Mo Income:
Lawful presence (list 3):	Date of birth:				
Phone/fax/email:	Move-in date:				
Notes/special needs:					
6. Name:		Gender: F M	Employer/School:		
Relationship (list 1):	<input type="checkbox"/> ID verified	Income srce (list 2):	Income/empl. description:	Hire/start date:	Mo Income:
Lawful presence (list 3):	Date of birth:				
Phone/fax/email:	Move-in date:				
Notes/special needs:					

DWELLING			HOUSEHOLD		
Mailing Address:			<input type="checkbox"/> Primary residence of all occupants? (If not, explain in notes)		
City, St, ZIP:			<input type="checkbox"/> Can someone read/understand English? If not, language:		
Carbon Copy Address:			Race/Ethnicity: <input type="checkbox"/> American Indian/Alaskan <input type="checkbox"/> Asian		
City, St, ZIP:			<input type="checkbox"/> Black/African-American <input type="checkbox"/> Hawaiian/Pacific Islander		
Dwelling Type (list 4):			<input type="checkbox"/> Hispanic/Latino <input type="checkbox"/> White <input type="checkbox"/> Other <input type="checkbox"/> Mixed		
Bedrooms:	Attic/Utility/Storage:	Approx Sq Ft:	Subscribe to: <input type="checkbox"/> Land phone <input type="checkbox"/> TV service <input type="checkbox"/> Internet		
Kitchen:	Basement:	Bathrooms:	<input type="checkbox"/> Home-based business? (describe in notes)		
Living/family rooms:	Garage:	Garage Spaces:	<input type="checkbox"/> Rent rooms in dwelling? (describe in notes)		
Dining room:	Other/Extra:	Carport Spaces:	<input type="checkbox"/> On fixed income or public assistance? (describe in Occupants)		
Den/Office:	Total physical and content rooms to move:	Parking Spaces:	<input type="checkbox"/> Disabled occupants? (describe modifications/needs in Occupants)		
Total Rooms:		Number of cars:	Replacement site special needs (mark and describe in Notes)		
Air Cond: <input type="checkbox"/> Central <input type="checkbox"/> Wall/Window <input type="checkbox"/> Heat Pump <input type="checkbox"/> Evap./Swamp <input type="checkbox"/> None			<input type="checkbox"/> Employment access <input type="checkbox"/> Shopping		
Heating: <input type="checkbox"/> FAU <input type="checkbox"/> Radiant <input type="checkbox"/> Hot Water <input type="checkbox"/> Space Htr <input type="checkbox"/> Solar <input type="checkbox"/> Heat Pump			<input type="checkbox"/> Public transport <input type="checkbox"/> Religious		
Dwelling Condition: <input type="checkbox"/> Good <input type="checkbox"/> Fair <input type="checkbox"/> Poor			<input type="checkbox"/> Medical facilities/services <input type="checkbox"/> Social/Public services		
Neighborhood Condition: <input type="checkbox"/> Good <input type="checkbox"/> Fair <input type="checkbox"/> Poor			<input type="checkbox"/> School needs <input type="checkbox"/> Relatives/Ethnic		
Amenities:			<input type="checkbox"/> Childcare <input type="checkbox"/> Other special needs		
			<input type="checkbox"/> All occupants to move to the same dwelling? (if not, explain in notes)		
TENANT			Replacement dwelling preference: <input type="checkbox"/> Rent <input type="checkbox"/> Buy		
Rent terms: <input type="checkbox"/> Month-Month <input type="checkbox"/> Lease, months left:			Can relocate from: <input type="checkbox"/> Neighborhood <input type="checkbox"/> City <input type="checkbox"/> County <input type="checkbox"/> State		
<input type="checkbox"/> Rent reduced in exchange for service <input type="checkbox"/> Unit furnished by tenant			Preferred relocation areas:		
Monthly contract rent: \$		Security deposit: \$	HOMEOWNER		
Landlord/manager name/ph:			Lot Size (sq ft):	Date purchased:	Age (yrs):
<input type="checkbox"/> Written rental agreement available?		<input type="checkbox"/> Rent receipts available?	<input type="checkbox"/> Own clear with no mortgages/loans		# of stories:
<input type="checkbox"/> Receiving Section 8 or other housing assistance?			1st Loan Information		2nd Loan Information
Caseworker name/ph:			Lender:		Lender:
Monthly tenant portion of rent: \$			Loan Type (list 5):		Loan Type (list 5):
Annual family/child care expenses to allow work: \$			Current % Rate:		Current % Rate:
Annual non-reimbursed medical expenses: \$			Principal Balance: \$		Principal Balance: \$
Annual non-reimb. handicapped assistance expenses: \$			Original Date:		Original Date:
Utilities paid by tenant:		Pets:	Remaining months:		Remaining months:
<input type="checkbox"/> Gas: \$			Monthly P&I payment:		Monthly P&I payment:
<input type="checkbox"/> Electric: \$		Energy source: Gas Electr Oil Other	MOBILE HOME		
<input type="checkbox"/> Water: \$		Cooking Stove: <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> _____	Pad space: <input type="checkbox"/> Rent <input type="checkbox"/> Own		Coach: <input type="checkbox"/> Rent <input type="checkbox"/> Own
<input type="checkbox"/> Sewer: \$		Water Heater: <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> _____	Pad rent: \$		Make/Model:
<input type="checkbox"/> Trash: \$		Space Heat: <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> _____	Coach length (ft):		Year:
<input type="checkbox"/> NONE		Air Conditioning: <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> _____	Coach width (ft):		Decal #:

