

ADOPTION OF A RESOLUTION APPROVING THE RELOCATION PLAN RELATED TO 10632 BOLSA AVENUE, LP'S PROPOSED 78-UNIT ACQUISITION/REHABILITATION AND AFFORDABLE HOUSING DEVELOPMENT, SYCAMORE COURT, LOCATED AT 10632 BOLSA AVENUE, GARDEN GROVE, CALIFORNIA (F: 117.17F)

Following staff presentation and City Council discussion:

It was moved by Council Member K. Nguyen, seconded by Council Member O'Neill that:

Resolution No. 9416-17, entitled a Resolution of the City Council of the City of Garden Grove approving the relocation plan for the Sycamore Court affordable housing project with acquisition and rehabilitation implemented by the developer, 10632 Bolsa Avenue, LP, and making certain other findings in connection therewith, be adopted; and

The City Manager or designees be authorized to implement the Relocation Plan.

The motion carried by a 7-0 vote as follows:

Ayes: (7) Beard, O'Neill, T. Nguyen, Bui, Klopfenstein, K.
Nguyen, Jones
Noes: (0) None

City of Garden Grove

INTER-DEPARTMENT MEMORANDUM

To:	Scott C. Stiles	From:	Lisa Kim
Dept.:	City Manager	Dept.:	Community and Economic Development
Subject:	Adoption of a Resolution approving the Relocation Plan related to 10632 Bolsa Avenue, LP's proposed 78-unit acquisition/ rehabilitation and affordable housing development, Sycamore Court, located at 10632 Bolsa Avenue, Garden Grove, California. (<i>Action Item</i>)	Date:	5/9/2017

OBJECTIVE

It is requested that City Council adopt the attached Resolution approving the Relocation Plan ("Relocation Plan"), which plan would be implemented subject to the City Council's future consideration and action on the proposed *HOME Investment Partnership Affordable Housing and Loan Agreement* ("HOME Agreement") between the City and 10632 Bolsa Avenue, LP. ("Developer") related to Developer's proposed 78-unit acquisition/rehabilitation affordable housing project called Sycamore Court ("Project").

BACKGROUND

The HOME Program, HOME Regulations, the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, 42 U.S.C. 4201-4655, and implementing regulations in 49 CFR Part 24, and the California Relocation Assistance Act, Government Code Section 7260, et seq. and the implementing regulations in Title 25, Section 6000, et seq. of the California Code of Regulations (together, "Relocation Law") establish the rights and obligations of state and local public entities relating to displacement of residents occurring as a direct result of the implementation of a public program or project. The Relocation Law requires preparation, consideration and action on a relocation plan if displacement, whether temporary or permanent, might occur. The City Council is vested with the authority to review and take action on the Relocation Plan. The Relocation Law mandates a review period of at least 30 days prior to the City Council's review and action on the

Relocation Plan.

The City and Developer are negotiating the terms of the HOME Agreement for the Project that, if approved, will include Developer's acquisition and substantial rehabilitation of an existing 78-unit housing development located near Euclid Street and Bolsa Avenue. Staff anticipates presentation of the HOME Agreement to the City Council at the June 13, 2017 regular meeting; and, if the HOME Agreement is approved and implemented, the Project will require the temporary relocation of the existing residents during the Rehabilitation and may require the permanent displacement of a limited number of households.

DISCUSSION

In planning for the Project, the Developer and City have caused to be prepared a Relocation Plan under the requirements of the state and federal Relocation Law. The draft Relocation Plan has been made available to the public for at least 30 days prior to this May 9, 2017 City Council meeting. A complete copy of the draft Relocation Plan was provided to all of the existing households and copies were made available at the City Hall Public Counter, the Garden Grove Regional Library, and on-site at the Sycamore Court leasing office. Also, a separate public notice was posted in various locations to inform the residents and community about the availability of the Relocation Plan and to encourage citizen participation, which included advertisements on Garden Grove Channel 3 and the City's website, and posting of the Public Notice at City Hall, the Library, the City's website, and on-site at Sycamore Court.

In compliance with the requirements of the Relocation Law, the Relocation Plan describes the temporary housing needs and resources and temporary relocation assistance and benefits that will be provided to the existing residents who will be required to move temporarily from their unit during the Rehabilitation, which will occur in phases, and the assistance and benefits that would be provided in the event any permanent displacement occurs in carrying out the Project. Assistance and benefits will include payment or reimbursement for all reasonable out-of-pocket expenses incurred in connection with the temporary relocation, including the cost of moving to and from the temporarily occupied housing and any increase in monthly rent/utility costs.

Prior to making this Relocation Plan available to the residents and the public generally, all of the households at Sycamore Court received letters referred to as "General Information Notices" that explained generally the Relocation Law and the proposed Project. And, during the 30-day review period for this Relocation Plan, each household also received a Notice of Non-Displacement letter because the Developer does not intend to displace permanently any household since the Project involves substantial rehabilitation and temporary relocation. The Notice of Non-Displacement informed each household that they will not be displaced permanently by the Project, and if after receiving this information a household chooses of their own decision to move from Sycamore Court instead of making a temporary move then re-occupying their newly rehabilitated unit at an affordable rent, then that household would not be eligible for relocation assistance or benefits due to their voluntary move from Sycamore Court.

After the close of escrow on Developer's acquisition of Sycamore Court (projected to occur in mid-to-late June), over the following six or more months all 78 housing units will be substantially rehabilitated in groups of five-to-seven units at a time until the full Rehabilitation is complete. As each group of units is rehabilitated, residents will be required to move temporarily (and a few, if any, permanently) from the Project and all eligible expenses for each temporary move will be paid by the Developer as described in the Relocation Plan. Due to the scope of Rehabilitation for the Project and the concern for each resident's health, safety, and welfare, on a phased basis, the tenant households will be required to temporarily vacate their unit. Temporary relocation is defined under the Relocation Law as displacement of twelve (12) months or less; but, here, residents will only be displaced from their unit for approximately seven (7) days; therefore, well within the timeframe for temporary relocation.

When completed the Project will be subject to new income restrictions, occupancy and other affordable housing covenants, including that every tenant must qualify as a low income or very low income household, with annual gross income at or below sixty percent (60%) of the Area Median Income (AMI) for Orange County for the "Low Income" units and at or below fifty percent (50%) AMI for the "Very Low Income" units.

The Relocation Plan was prepared by, and information for the plan was collected by a professional relocation consultant, Laurin Associates, retained by Developer; and, City staff and special counsel Stradling, Yocca, Carlson & Rauth, P.C. reviewed the draft Relocation Plan. This Relocation Plan meets the requirements of the Relocation Law and is presented to the City Council for consideration and approval. In connection with displacement, whether temporary or permanent (if such occurs), all eligible residents will receive assistance and benefits under the Relocation Law including:

1. Fair and reasonable relocation payments will be provided to eligible persons;
2. Eligible persons will be adequately informed of the relocation assistance, benefits, policies, practices and procedures, including grievance procedures, available to them; and
3. Orderly, timely, and efficient relocation to comparable replacement housing, temporary or permanent, as applicable, will be made available to eligible persons without regard to race, color, religion, sex, marital status, or national origin with minimum hardship to those affected.

The total estimated costs to provide temporary relocation assistance and benefits and, (as and if applicable) permanent relocation assistance and benefits, for the existing households is estimated to be \$220,044. This amount includes estimated temporary relocation assistance and benefits for households that move out on a short-term basis while each group of the 78 units are rehabilitated, and permanent relocation assistance and benefits for a limited number, if any, of households who may be required to move permanently from the Project. After City Council review and consideration of the HOME Agreement at the June 13 meeting, if approved, the contract requires all costs associated with relocation and full compliance with the Relocation Law as the sole financial responsibility of the Developer and will be paid

by the Developer, not the City.

FINANCIAL IMPACT

The estimated costs associated with implementation of the Relocation Plan under the Relocation Law and HOME Agreement, if approved, are \$220,044. All costs associated with relocation will be paid by the Developer and the HOME Agreement prohibits expending proceeds of the City HOME Loan of \$1.2M for any relocation costs.

RECOMMENDATION

It is recommended that the City Council:

- Adopt the attached City Council Resolution approving the Relocation Plan; and
- Authorize the City Manager and his designees to implement the Relocation Plan.

By: Nate Robbins, Sr. Program Specialist

ATTACHMENTS:

Description	Upload Date	Type	File Name
Sycamore Court Relocation Plan	4/24/2017	Exhibit	DOCSOC-#1805850-v2-Laurin_Associates_GG_-_Sycamore_Court_Relo_Plan_3-17_(4).DOC
Resolution - Sycamore Court Relocation Plan	5/3/2017	Cover Memo	5-9-17_GG_CC_reso_approving_Sycamore_Court_Relocation_Plan.pdf

GARDEN GROVE CITY COUNCIL

RESOLUTION NO. 9416-17

A RESOLUTION OF CITY COUNCIL OF THE CITY OF GARDEN GROVE APPROVING THE RELOCATION PLAN FOR THE SYCAMORE COURT AFFORDABLE HOUSING PROJECT WITH ACQUISITION AND REHABILITATION IMPLEMENTED BY THE DEVELOPER, 10632 BOLSA AVENUE, LP, AND MAKING CERTAIN OTHER FINDINGS IN CONNECTION THEREWITH

WHEREAS, the City of Garden Grove is a California municipal corporation ("City") and its legislative body is the City Council of the City of Garden Grove ("City Council");

WHEREAS, City is a participating jurisdiction with the United States Department of Housing and Urban Development ("HUD") that has received funds ("HOME Funds") from HUD under Title II of the Cranston Gonzalez National Affordable Housing Act (42 U.S.C. 12701 12839) and the HOME Program regulations codified at 24 CFR Part 92 ("HOME Program");

WHEREAS, 10632 Bolsa Avenue, LP is a California limited partnership, of which Mariman & Co., a California corporation is a co-general partner, and is referred to as the "Developer" herein;

WHEREAS, Mariman & Co. has entered into an agreement to purchase two (2) parcels of real property located at 10632 Bolsa Avenue in the City, which parcels are currently improved with seventy-eight (78) residential units in six (6) two story buildings ("Sycamore Court");

WHEREAS, the City and Developer are negotiating the terms of that certain *HOME Investment Partnership Affordable Housing and Loan Agreement (Sycamore Court Housing Project)* ("HOME Agreement"), and capitalized terms used in this Resolution are as defined in therein;

WHEREAS, if after separate consideration and discretionary action by the City Council, the HOME Agreement is approved, in connection with Developer and City's implementation of the HOME Agreement, the City will make the \$1.2M City Loan to Developer sourced from HOME Funds to facilitate Developer's acquisition, substantial rehabilitation and continued operation of Sycamore Court as affordable rental housing to be made available to and occupied by qualified and eligible very low income households and lower income households at an affordable rent ("Project");

WHEREAS, in addition to the City Loan (if the HOME Agreement is approved in the City Council's sole, separate discretion), Developer intends to undertake and complete the Project using multiple funding sources, which as of the date of preparation of the Relocation Plan described in this Resolution include: (i) Developer applied for and has received an allocation of 4% low income housing tax credits from the California Tax Credit Allocation Committee; (ii) Developer applied for and received a bond allocation from the California Debt Limit Allocation Committee for issuance of

multifamily housing revenue bonds to be issued by the California Public Financing Authority, the proceeds of which will be the institutional financing for the Project; (iii) Developer has applied to HUD under the federal Multifamily Assisted Housing Reform and Affordability Act of 1997 for renewal of the existing "mark-to-market" Section 8 housing assistance payment contract for 31 project-based vouchers at the Project, which application is pending with HUD; (iv) tax credit equity will be provided by the tax credit investor; and (v) the \$1.2M City Loan (together, "Project Funding Sources");

WHEREAS, due to the Project Funding Sources, when completed the Project will be subject to new income restrictions, occupancy and other affordable housing covenants, including that every tenant must qualify as a low income or very low income household, with annual gross income at or below sixty percent (60%) of the Area Median Income (AMI) for Orange County for the Low Income units and at or below fifty percent (50%) AMI for the Very Low Income units;

WHEREAS, due to the Project Funding Sources, in particular HOME Funds, the following relocation laws and regulations apply to implementation of the Project: (i) the federal Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, 42 U.S.C. 4201-4655, and the implementing regulations in 49 CFR Part 24, (ii) HOME Program and HOME Regulations, in particular Section 92.353, and (iii) the California Relocation Assistance Act, Government Code Section 7260, *et seq.* and the implementing regulations in Title 25, Section 6000, *et seq.* of the California Code of Regulations (together, "Relocation Law");

WHEREAS, the City and Developer have caused to be prepared a "Relocation Plan" in accordance with the applicable requirements of the Relocation Law, which plan will be administered by Laurin Associates, a division of Raney Planning and Management, an experienced professional relocation consultant ("Laurin") and overseen by City representatives;

WHEREAS, under the Relocation Law, specifically Section 6038 of the State guidelines, and in planning for implementation of the Project, copies of the draft Relocation Plan were delivered to the current tenant households at Sycamore Court at least 30 days prior to the plan being presented to the City Council and general notice thereof was provided in a manner designed to reach the occupants at Sycamore Court and the community, including: (i) posting of the Notice of Availability of the Relocation Plan ("Notice") on the City's official website; (ii) adding general info about the Notice on the "scroll" of the GG public access TV channel 3; (iii) posting the Notice at City Hall; (iv) posting the Notice at the City's main library; (v) posting the Notice at the Sycamore Court onsite manager's office, and (vi) complete copies of the Relocation Plan were provided to all households at Sycamore Court and copies were made available to the public at the front desk of the City Clerk's office and at the Sycamore Court onsite manager's office, all for not less than the past 30 days, which encouraged citizen participation in the relocation process;

WHEREAS, the Relocation Plan presents, among other provisions, the plans for and relating to the temporary relocation of the lawful and eligible occupant households at Sycamore Court;

WHEREAS, prior to the Relocation Plan being made available to the tenants and the public generally, Laurin caused to be prepared and issued to all tenant households at Sycamore Court letters called General Information Notices;

WHEREAS, before or during the 30-day review period, all tenant households were provided a Notice of Non Displacement letter because the Developer does not intend to displace permanently, and City is informed and believes that no tenants will be permanently displaced, because the Project involves substantial rehabilitation and temporary relocation that will occur in phases as the rehabilitation proceeds, so in compliance with the Relocation Law and as described in the Relocation Plan temporary relocation assistance and benefits will be administered by Laurin and paid for by Developer;

WHEREAS, as described in the Relocation Plan, due to the scope of rehabilitation work for the Project and the concern for each tenant's health, safety, and welfare, on a phased basis, the tenant households will be required to temporarily vacate their unit, which under the Relocation Law means displacement of twelve (12) months or less but here tenants will be displaced from their apartment unit for only about seven (7) days and thus well within the timeframe for temporary relocation;

WHEREAS, the City and Developer intend to comply with the Relocation Law, in particular Section 92.353 of the HOME Program regulations that provides as follows:

"(a) [the City as] the participating jurisdiction ... has taken all reasonable steps to minimize the displacement of persons ... as a result of [this] [P]roject assisted with HOME [F]unds. To the extent feasible, residential tenants must be provided a reasonable opportunity to lease and occupy a suitable, decent, safe, sanitary, and affordable dwelling unit in the building/complex upon completion of the project.

(b) Temporary relocation. ... residential tenants ... will not be required to move permanently but [will be] relocate[d] temporarily for the [P]roject ... [and will be] provided:

(1) Reimbursement for all reasonable out-of-pocket expenses incurred in connection with the temporary relocation, including the cost of moving to and from the temporarily occupied housing and any increase in monthly rent/utility costs.

(2) Appropriate advisory services, including reasonable advance written notice of:

(i) The date and approximate duration of the temporary relocation;

- (ii) The location of the suitable, decent, safe, and sanitary dwelling to be made available for the temporary period;
- (iii) The terms and conditions under which the tenant may lease and occupy a suitable, decent, safe, and sanitary dwelling in the building/complex upon completion of the project; and
- (iv) The provisions of paragraph (b)(1) of this section."

WHEREAS, in the event after this Relocation Plan is approved one or more tenant households are determined to be over-income or otherwise become or be deemed permanently displaced, then each such over-income household or other permanently displaced tenant will be provided permanent relocation assistance based upon the applicable requirements of the Relocation Law, and, if any of the above-described protections for households temporarily displaced fail, then a household may be determined to be permanently displaced and the applicable relocation assistance and benefits for permanent displacement will be provided;

WHEREAS, under the HOME Agreement, if approved by the City Council, Developer will assume all financial and administrative responsibilities to carry out the Relocation Plan and to pay for the relocation assistance and benefits to the tenant households at Sycamore Court; and

WHEREAS, by this Resolution, the City Council desires to approve the Relocation Plan and authorize the City Manager and his designees, to carry out the Relocation Plan, which authorization includes processing and payment of relocation claims, with payments made by Developer.

NOW, THEREFORE, BE IT RESOLVED by the City Council as the legislative body of the City of Garden Grove as follows:

Section 1. The foregoing recitals are a substantive part of this Resolution and fully incorporated herein.

Section 2. The City Council approves the Relocation Plan, attached hereto as Attachment 1, and fully incorporated by this reference, and authorizes the implementation of the Relocation Plan.

Section 3. In furtherance of such approval and authorization, the City Manager and his designees are authorized take all necessary actions and execute all documents necessary or appropriate to carry out the Relocation Plan. The City Manager is further authorized to the extent necessary during the implementation of the Relocation Plan to accept, process, and approve relocation claims, to provide interpretations and waivers, if necessary, to cause issuance of warrants related to the implementation plan, including consulting, legal, and other administrative costs incurred in connection therewith, and to administer obligations, responsibilities and duties to be performed under the Relocation Plan.

Section 4. A copy of the final, approved Relocation Plan shall be placed on file in the City Clerk's official records.

Section 5. The City Clerk shall certify to the adoption of this Resolution.

Adopted this 9th day of May 2017.

ATTEST:

/s/ STEVEN R. JONES
MAYOR

/s/ TERESA POMEROY, CMC
CITY CLERK

STATE OF CALIFORNIA)
COUNTY OF ORANGE) SS:
CITY OF GARDEN GROVE)

I, TERESA POMEROY, City Clerk of the City of Garden Grove, do hereby certify that the foregoing Resolution was duly adopted by the City Council of the City of Garden Grove, California, at a meeting held on May 9, 2017, by the following vote:

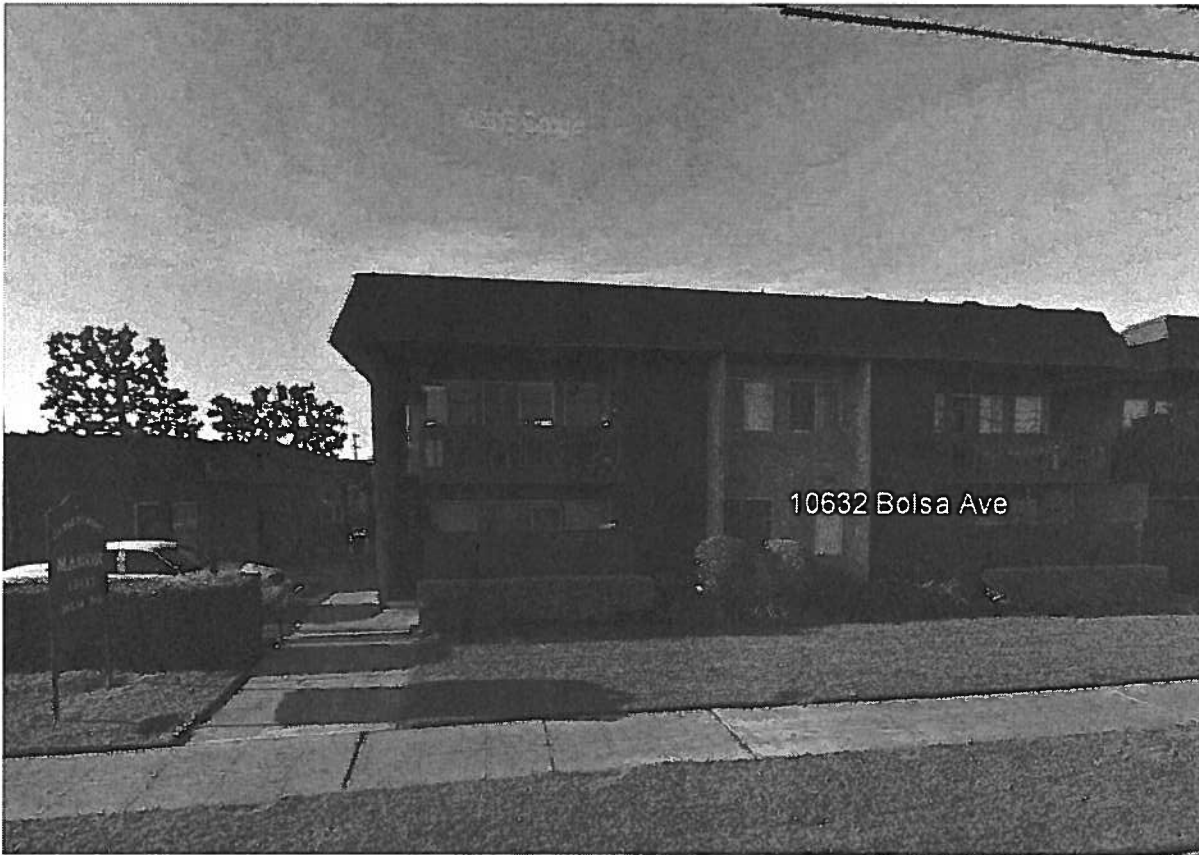
AYES:	COUNCIL MEMBERS:	(7)	BEARD, O'NEILL, NGUYEN T., BUI, KLOPFENSTEIN, NGUYEN K., JONES
NOES:	COUNCIL MEMBERS:	(0)	NONE
ABSENT:	COUNCIL MEMBERS:	(0)	NONE

/s/ TERESA POMEROY, CMC
CITY CLERK

ATTACHMENT 1

Append full copy of Relocation Plan

**SYCAMORE COURT APARTMENTS
GARDEN GROVE, CA
RELOCATION PLAN**



March 2017

**Prepared for:
10632 Bolsa Avenue LP
and co-general partner Mariman & Co.**

INTRODUCTION

Mariman & Co. is the co-general partner of 10632 Bolsa Avenue, LP, a California limited partnership ("Developer"), which entity is planning for completing an acquisition and substantial rehabilitation affordable housing project of the existing 78-unit multifamily housing complex located at 10632 Bolsa Ave, Garden Grove, CA called Sycamore Court ("Project"). Developer intends to undertake and complete the Project using multiple funding sources, which as of the date of preparation of this relocation plan include : (i) Developer applied for and has received an allocation of 4% low income housing tax credits ("Tax Credits") from the California Tax Credit Allocation Committee ("TCAC"); (ii) Developer applied for and received a bond allocation from the California Debt Limit Allocation Committee ("CDLAC") for issuance of multifamily housing revenue bonds to be issued by the California Public Financing Authority ("CalPFA"), the proceeds of which will be the institutional financing for the Project; (iii) Developer has applied to the United States Department of Housing and Urban Development ("HUD") under the federal Multifamily Assisted Housing Reform and Affordability Act of 1997 for renewal of the existing "mark-to-market" Section 8 housing assistance payment contract for 31 project-based vouchers at the Project ("HAP"), which application is pending with HUD; (iv) tax credit equity will be provided by the tax credit investor; and (v) Developer and the City of Garden Grove, a California municipal corporation ("City") have negotiated and the City Council will consider and take action on that certain *HOME Investment Partnership Affordable Housing and Loan Agreement (Sycamore Court Housing Project)* ("HOME Agreement") under which the City will make a residual receipts loan of \$1.2M to Developer, which loan will be sourced from the City's HOME funds allocation as a participating jurisdiction under the Cranston Gonzalez National Affordable Housing Act (42 U.S.C. 12701 12839) and implementing regulations set forth at 24 CFR Part 92, including the 2013 HOME Final Rule (together, "HOME Program"), which funding sources collectively are referred to as "Project Funding Sources".

As there are public funds involved with the proposed Project, the following laws and regulations apply to implementation of the Project in particular relating to providing relocation assistance and benefits, whether temporary or permanent, to the tenants at Sycamore Court: (i) the federal Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 ("URA"), 42 U.S.C. 4201-4655, and the implementing regulations in 49 CFR Part 24, (ii) HOME Program and HOME Regulations 92.353, and (iii) the California Relocation Assistance Act, Government Code Section 7260, *et seq.* and the implementing regulations in Title 25, Section 6000, *et seq.* of the California Code of Regulations (together, "Relocation Law").

This "Relocation Plan" was prepared in accordance with the applicable requirements of the Relocation Law. This Relocation Plan has been prepared by and will be administered by Laurin Associates, a division of Raney Planning & Management, which is an experienced professional relocation consultant (herein, "Laurin") and overseen by representatives of the City. Under the HOME Agreement, Developer has assumed all financial, legal and administrative responsibilities to carry out this Relocation Plan and to provide and pay for the relocation assistance and benefits to the tenant households at Sycamore Court.

Due to the Project Funding Sources, when completed the Project will be subject to new income restrictions, occupancy and other affordable housing covenants, including that every tenant must qualify as a low income or very low income household, with annual gross income at or below sixty percent (60%) of the Area Median Income (AMI) for Orange County for the "Low Income" units and at or below fifty percent (50%) AMI for the "Very Low Income" units.

Prior to making this Relocation Plan available to the tenants and the public generally, Laurin caused to be prepared and issued to all tenant households at Sycamore Court letters called "General Information Notices" or GINs. And, before or during the 30-day review period for this Relocation Plan, all tenant households are being provided a Notice of Non-Displacement letter because the Developer does not (and the City) intend to permanently displace any tenant households because the Project involves substantial rehabilitation and temporary relocation that will occur in phases as the rehabilitation proceeds, so in compliance with the Relocation Law and as described in this Relocation Plan temporary relocation assistance and benefits will be administered by Laurin and paid for by Developer.

The Notice of Non-Displacement was issued to all tenant households to inform each household they will *not* be permanently displaced by the Project, and if one or more households choose to leave Sycamore Court then each such household is presumed to be ineligible for relocation payments based on the issuance of the accurate and timely Notice of Non-Displacement before they chose to move.

As noted, due to the scope of rehabilitation work for the Project and the concern for each tenant's health, safety, and welfare, on a phased basis, the tenant households will be required to temporarily vacate their unit. Temporary relocation is defined under the Relocation Law as displacement of twelve (12) months or less; here, tenants will only be displaced from their apartment unit for approximately seven (7) days; therefore, well within the timeframe for temporary relocation.

Specifically, the City and Developer by implementing this Relocation Plan intend to comply with the Relocation Law, in particular section 92.353 of the HOME Program regulations that provide as follows:

(a) [the City as] the participating jurisdiction ... has taken all reasonable steps to minimize the displacement of persons ... as a result of [this] [P]roject assisted with HOME funds. To the extent feasible, residential tenants must be provided a reasonable opportunity to lease and occupy a suitable, decent, safe, sanitary, and affordable dwelling unit in the building/complex upon completion of the project.

(b) *Temporary relocation.* ... residential tenants ... will not be required to move permanently but [will be] relocate[d] temporarily for the [P]roject ...[and will be] provided:

(1) Reimbursement for all reasonable out-of-pocket expenses incurred in connection with the temporary relocation, including the cost of moving to and from the temporarily occupied housing and any increase in monthly rent/utility costs.

(2) Appropriate advisory services, including reasonable advance written notice of:

(i) The date and approximate duration of the temporary relocation;

(ii) The location of the suitable, decent, safe, and sanitary dwelling to be made available for the temporary period;

(iii) The terms and conditions under which the tenant may lease and occupy a suitable, decent, safe, and sanitary dwelling in the building/complex upon completion of the project; and

(iv) The provisions of paragraph (b)(1) of this section.

In the event after this Relocation Plan is approved one or more tenant households are determined to be over-income or otherwise become or be deemed permanently displaced, then each such over-income household or other permanently displaced tenant will be provided permanent relocation assistance based upon the applicable requirements of the Relocation Law. And, if any of the above-described protections for households temporarily displaced fail, then a household may be determined to be permanently displaced and the applicable relocation assistance and benefits for permanent displacement will be provided.

As noted, due to the scope of rehabilitation work and the concern for each tenant's health, safety, and welfare, the tenant households will be required to temporarily vacate their unit and will receive temporary relocation assistance and benefits as described below. Temporary relocation is defined as displacement of 12 months or less. Tenants will only be displaced for approximately 7 days; therefore, well within the timeframe for temporary relocation.

Developer will be paying for Laurin's professional relocation consulting services and paying for all relocation assistance and benefits to all tenant households under the Relocation Law. Developer will pay for, and as applicable, tenants will be reimbursed in full for any and all eligible costs associated with their temporary relocation. Laurin will work closely with tenants, the City staff, the Developer's management team, and the construction team to implement all relocation assistance and benefits. Construction is expected to begin in May to June 2017.

This Relocation Plan has been prepared to explain the Project Funding Sources and to present to the Sycamore Court tenants and the public generally a preliminary report of the actions, costs, and resources that will be needed to temporarily relocate tenants residing at Sycamore Court.

Project Location/Description



Sycamore Court is an existing 78-unit affordable multifamily housing complex serving family households located at 10632 Bolsa Avenue, Garden Grove, Orange County. The complex was originally built in 1977. The Project Funding Sources include the project-based HAP contract for 31 of the 78 units.

Sycamore Court includes 6 two-story residential buildings consisting of 20 one-bedroom/one bath units with 730 square feet, 43 two-bedroom/one bath units with 906 square feet, and 15 three-bedroom/two bath units with 1,060 square feet. One of the two-bedroom units is designated for onsite management. The Project will be restricted to qualified Very Low Income and Low Income tenant households. Currently, the complex is fully occupied with a substantial waiting list.

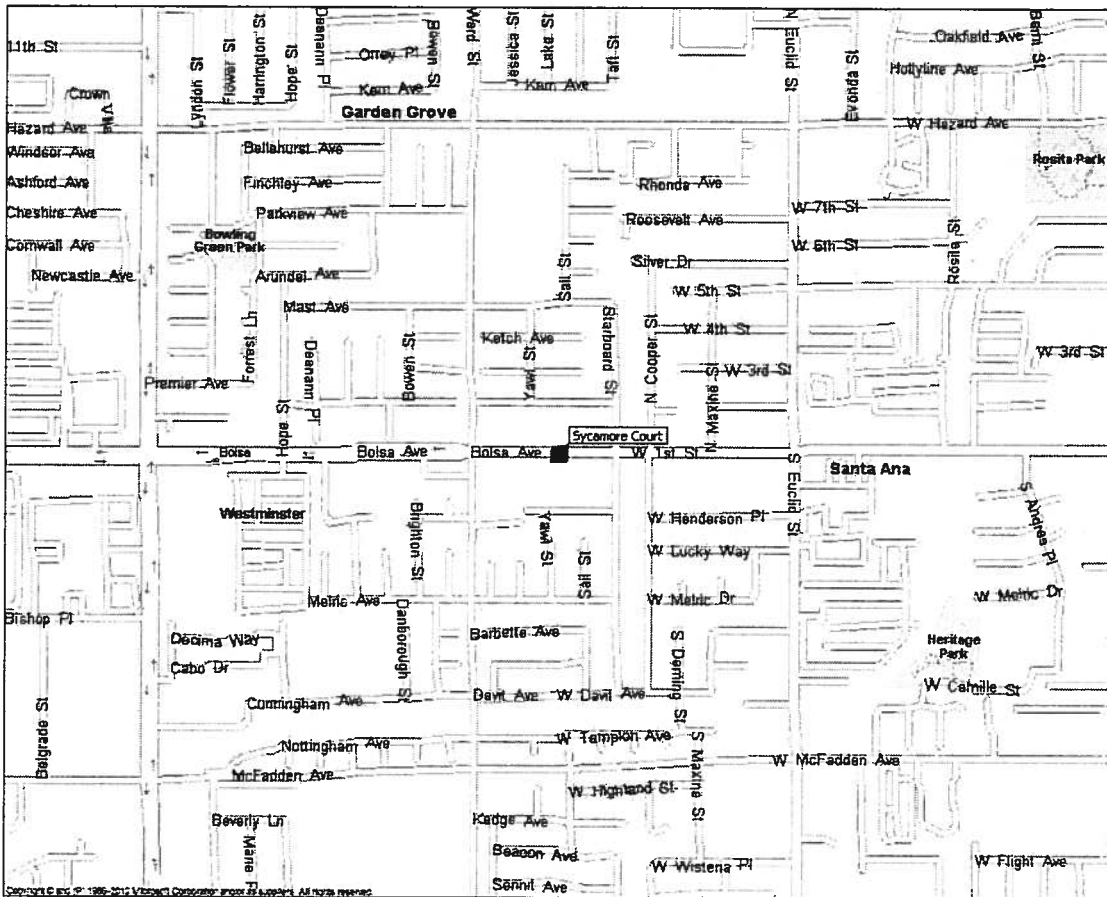
Site amenities include onsite management, carports, a swimming pool, picnic area, playground, community room, gated entry, surveillance camera, and a laundry room. Unit amenities will include central heat and cool, storage closet, coat closet, walk-in closet, refrigerator, stove/oven, dishwasher, disposal, washer/dryer hookups, and patio/balcony.

Estimated construction costs for the substantial rehabilitation of the units are approximately \$50,490 per unit and include:

- New Kitchen cabinets, granite countertops, plumbing fixtures, lighting*, garbage disposals and sinks
- New appliances (refrigerators, range hoods and stoves)
- New recessed panel interior doors with hardware, knobs and handles
- New bathroom vanity, mirror, toilets, plumbing fixtures, towel racks, light fixtures, new toilets, re-glazed bathtubs and showers
- New HVAC in all units which includes bathroom fans and ac units.
- New dual glazed vinyl retro-fit windows to meet 2016 Title 24 Energy Compliance standards in all units along with blinds/shades
- Drywall repair as needed
- Water heaters will be replaced as needed
- Install new light switches and electrical outlets
- New smoke and carbon monoxide detectors
- New closet doors and shelving
- New flooring
- Update eight units to current ADA standards by installing grab bars, accessible switches, and cabinets with proper clearance
- Exterior mansard and midway siding replacement and sloping roof repair
- Termite control
- New exterior ambient and security lighting throughout all common and parking areas
- Complete interior and exterior paint
- Landscape and irrigation improvements
- Repave and/or slurry seal all parking areas as necessary
- Replace existing wood carport covers and entry trellis with steel
- On-site concrete walk-way replacement/repair as necessary
- Update site signage
- Install safety gates at trash enclosures
- Install ADA ramping at entries for the eight ADA converted units

DRAFT RELOCATION PLAN

1. The Project Map:



2. Projected Dates of Displacement; Temporary Relocation:

No permanent relocation is anticipated to occur based on the timely and accurate issuance of the GINs and Notices of Non-Displacement; no tenant household will be required to move, and temporary relocation will occur only after all Project Funding Sources have been approved, construction financing closed, and all other steps under the Relocation Law have been taken. The substantial rehabilitation and unit renovations are expected to take place between about May 2017 through December 2017.

3. Aggregate Relocation Needs/How Needs Will Be Met:

a. Aggregate Relocation Needs: The Project Funding Sources are described and defined in the Introduction of this Relocation Plan. Based on the GINs and Notices of Non-Displacement, Laurin anticipates that about 51 of the 78 households intend to remain tenants at Sycamore Court. The other 27 tenant households that received both GIN letters and Notices of Non-Displacement have informed Developer and Laurin that each intends to move from their unit and not remain a tenant at Sycamore Court. If any

of the 51 households are later determined to be over-income, they will be provided permanent relocation assistance based upon the applicable requirements of the Relocation Law. As noted, due to the extent of the renovations, the 51 households that intend to remain tenants at Sycamore Court will need to vacate their unit temporarily but will receive temporary relocation assistance and benefits.

- b. Method of Notification: In March 2017 the onsite property manager met with each tenant and provided each tenant household the GIN letter; the GIN was provided in the language of the head of household. The tenant was provided a copy of the GIN notice to keep, a copy was provided to the City, and the original has been placed in the tenant file.

In April 2017, Laurin, with the onsite property manager, met and interviewed, or will meet and interview, each tenant and provide each tenant household its Notice of Non-Displacement letter, which too is being provided in the language of the head of household. This Notice of Non-Displacement informed and advised the tenant households that each is eligible to remain at Sycamore Court, but that each household will be required to be temporarily relocated during the rehabilitation of the property related to their unit, and that if they choose to move for their own reasons, they will not be eligible for relocation benefits. The tenant will keep a copy of the Notice of Non-Displacement, a copy will be provided to the City, and the original will be placed in the tenant file.

This Relocation Plan is being made available to all tenants and to the public generally at least 30 days before it will be presented to the City Council of the City of Garden Grove, as the local legislative body and party to the HOME Agreement, for review and approval. Further, during this 30-day period, general notice of the availability of this Relocation Plan is also being provided, including the posting a PDF copy of this Relocation Plan on the City's website, informing the public of its availability through the City's public information TV scroll, and posting notices of availability of this Relocation Plan at City Hall, at the main City library and onsite at Sycamore Court. If approved, a copy of the final Relocation Plan will be forwarded to State Department of Housing and Community Development that acts as a central repository for relocation plans under the state Relocation Law.

In April to May 2017 and prior to the start of renovations after approval of all Project Funding Sources, onsite tenant meetings will be held to describe the renovations, explain the temporary relocation processes, expectations, and to answer tenant questions. At the meeting, tenants will be asked to complete a tenant questionnaire to document contact information, transportation issues, special needs, assistance with packing, and preference for staying at a motel or with family or friends.

At least 30 days prior to beginning the Project renovations, a Notice of Temporary Relocation Assistance will be provided to inform and advise tenants, provide dates, times, expectations, packing instructions, and identify assistance to be provided. The onsite property manager or a Laurin representative will personally deliver the notices to each household; each household will receive a copy of the notice, a copy will be provided to the City, and a copy will be placed in the tenant's file.

Due to the phasing of the renovations, about 5-6 units at a time will be rehabilitated in each phase of construction, therefore, notice of at least seven (7) days will be provided by Developer before the actual temporary displacement, each affected tenant will receive a reminder notice that will summarize the information contained in previous 30-day notice. Finally, the night before the actual temporary displacement of each individual unit, the resident manager will visit each of the tenants to ensure that they are properly packed and ready for the renovation of their units.

4. **Temporary Relocation:**

Due to the scope of rehabilitation work and the concern for each tenant's health, safety, and welfare, residents will be required to vacate their unit temporarily for 7 days. The contractor plans to renovate 5-6 units at a time over a 7-day period.

Temporary Replacement Housing

The scope of the temporary relocation as required under the Relocation Law is described in the Introduction of this Plan. In summary, every tenant household receiving temporary relocation benefits will be provided a stipend to cover the cost of a hotel and food; alternatively, each tenant household has the option to stay with friends or family, but the attached budget plans for every household to stay in a hotel during the temporary relocation period. Sycamore Court is within close proximity to numerous hotels. Laurin will provide tenants will a list of nearby hotels detailing cost, location, telephone number, amenities, etc.

Tenants will need to pack all of their belongings. Owner will provide packing materials and instructions. Assistance will be available for those in need of it, including all persons with special needs, seniors, persons with disabilities or other special circumstances that Laurin will evaluate on a case-by-case basis so that all necessary and legally required temporary relocation assistance and benefits are provided to each eligible tenant household. Professional movers will be hired to move each tenant's belongings into a separate storage unit and back into their newly renovated home.

Food and shelter costs related to the temporary relocation will be paid by Developer; tenants will not be subject to additional out-of-pocket expenses due to

the temporary relocation. Tenants will continue to pay their normal rent and utilities at their current apartment home.

5. Advisory Services:

Prior to or concurrent with the City's action on the HOME Agreement, and if approved by the City Council, and subject to all other Project Funding Sources being properly committed, Developer will authorize Laurin to continue to work closely with the tenants and with and among the City staff and Developer's management team to provide ongoing advisory services to the tenants that will include but not be limited to the following:

- Participating in tenant meetings
- Meeting with each household individually
- Explaining the relocation process
- Providing notices
- Answering questions throughout the relocation process

6. Cost Estimate and Sources:

The estimated cost for the temporary relocation is \$183,370 plus a 20% contingency of \$36,674, for a total budget of \$220,044. The estimated calculations are outlined below.

Sycamore Court Temporary Relocation Cost Estimate

Temp Relocation	Units	Time	Cost/Day	Cost/Unit	Total
Hotel	78	6	\$110		\$51,480
Meal stipend	224	7	\$20		\$31,360
Movers / Storage 1BR	20			\$1,050	\$21,000
Movers / Storage 2BR	42			\$1,260	\$52,920
Movers / Storage 3BR	15			\$1,470	\$22,050
Packing Material 1BR	20			\$60	\$1,200
Packing Material 2BR	42			\$80	\$3,360
Packing Material 3BR	15			\$100	\$1,500
Total					\$183,370
20% Contingency					\$36,674
					\$220,044

Assumptions

Assumes 1.5 persons per bedroom

Cost for movers & storage based on an estimate from Alex Moving & Storage

All tenants will choose the hotel instead of family or friends

Contingency will cover the cost of tenants who need assistance packing or 2 hotel rooms

The cost of the relocation will be paid from tax credit equity. No relocation will proceed until sufficient funding has been secured to cover all costs.

7. Relocation Office Operation Procedures:

All mail and telephone contact with residents will take place from either: Laurin Associates, a division of Raney Planning & Management, offices located at 1501 Sports Drive, Sacramento, CA 95834 or with Developer (Mariman & Co.) at the following location: Post Office Box 13326, Newport Beach, California 92658. Correspondence to Lauren should be sent to the attention of Rachel Pyle who is also available at (800) 424-1193. Correspondence to the Developer should be sent to the attention of Vidya Ramdath who is also available at 714-583-7630 or by email to: sc@mariman.com. Correspondence to the City should be sent to City Hall, 11222 Acacia Parkway, Garden Grove, CA 92842, attention Nate Robbins, Senior Project Specialist, who is also available at (714) 741-5206. The services of the Resident Manager at Sycamore Court will also be available to assist the residents.

8. Citizen Participation:

Tenant meetings will tentatively be scheduled in April to May 2017, and in any event the tenant meetings will occur at a reasonable time prior to start of construction and rehabilitation work at Sycamore Court. Written information will be provided to tenants explaining the timing of the Project.

Tenants of Sycamore Court are encouraged to voice their concerns and provide input on the contents of this Relocation Plan by responding during the 30-day review period.

The section of this Plan titled "Method of Notification" describes how this Relocation Plan has been made available to the public and to all tenants, and how citizen participation has been encouraged. A copy of the Notice of Availability of the Plan is attached as an exhibit to this Plan.

Based on the facts and information available when this Plan was prepared, the Developer, Laurin and the City have determined under this Relocation Plan prepared for the Project *no* tenant households will be permanently displaced. Therefore, in compliance with the Relocation Law, in particular CCR §6012, a Relocation Committee is not required and has not been created.

Upon request, tenants shall be provided timely and full access to all non-confidential documents relevant to the relocation.

CONCLUSION

A copy of this Relocation Plan was submitted to City staff for review and comment prior to release to the tenants and the public. As described in the Method of Notification section above, a Notice of the Availability of this Relocation Plan is being posted and disseminated to the public and copies will be made available to and delivered to the tenants and, upon request, to other interested persons and organizations. Tenants of Sycamore Court are encouraged to voice their concerns and provide input on the contents of this Relocation Plan by presenting comments to the City Clerk in writing, or by attending the City Council meeting at which this Relocation Plan will be considered, or contacting the Developer or Laurin representatives during the 30-day review period. Comments, if any, received from tenants, or other interested persons, will be presented to the City Council and included as an addendum to this Relocation Plan.

ATTACHMENT 1
SAMPLE NOTICES

Developer Letterhead

March 2017

Sycamore Court Tenant
10632 Bolsa Avenue
Garden Grove, CA 92843

GENERAL INFORMATION NOTICE – Residential Tenant (GIN)

Important – Do Not Destroy

Dear Resident/Tenant of Sycamore Court:

Mariman & Co., which is the co-general partner of 10632 Bolsa Avenue, LP, a California limited partnership (as the “Developer”) is interested in rehabilitating the property you currently occupy for a proposed affordable housing project that may receive funding assistance from the U.S. Department of Housing and Urban Development (HUD) and the City of Garden Grove and other state or federal funding sources.

The purpose of this General Information Notice (GIN) is to inform you that you will not be displaced in connection with the proposed Project. This is a general information notice only: you do not have to move and this is not a notice to move or notice to vacate your apartment unit.

If the Project application is approved and financial assistance provided, you may be required to move *temporarily* from your unit so that the rehabilitation can be completed. If you must move temporarily, suitable housing will be made available to you and you will be reimbursed for all reasonable out-of-pocket expenses, including moving costs and any increase in housing costs. You will need to continue to pay your rent and comply with all other lease terms and conditions of your unit at Sycamore Court.

Upon completion of the rehabilitation, you will be able to lease and occupy your present apartment in the same building/complex under reasonable terms and conditions, which will be “affordable rent” under the terms of the Project documents. *

Since federal funding assistance may be provided to this proposed Project, you will be and are protected by federal and state laws, including (1) the federal Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (“URA”) which is set forth in 42 U.S.C. 4201 to 4655, and the implementing regulations in 49 CFR Part 24, (ii) the federal HOME Program and HOME Regulations, in particular section 92.353, and (iii) the California Relocation Assistance Act, Government Code Section 7260, *et seq.* and the implementing regulations in Title 25, Section 6000, *et seq.* of the California Code of Regulations (together, “Relocation Law”).

One of the Relocation Law protections for persons temporarily relocated is that such relocations shall not extend beyond one year. If the temporary relocation lasts more than one year, you will be contacted and offered all permanent relocation assistance as a displaced person under the Relocation Law. This assistance would be in addition to any assistance you may receive in connection with temporary relocation and will not be reduced by the amount of any temporary relocation assistance previously provided. You will also have the right to appeal the public entity’s determination, if you feel that your application for assistance was not properly considered.

(NOTE: Under federal law, Public Law 105-117, aliens not lawfully present in the United States are not eligible for relocation assistance, unless such ineligibility would result in exceptional hardship to a qualifying spouse, parent, or child. All persons seeking relocation assistance will be required to certify that they are a United States citizen or national, or an alien lawfully present in the United States.)

We urge you not to move at this time. If you choose to move, you will not be provided and will not be eligible for relocation assistance or benefits.

Please remember:

- This is NOT a notice to vacate the premises.
- This is NOT a notice of relocation eligibility.

You will be contacted soon so that we can provide you with more information about the proposed Project. If the Project is approved by the public entities providing the various sources of funding to the proposed Project, we will make every effort to accommodate your needs. In the meantime, if you have any questions about our plans, please contact:

(name) _____, (title) _____,
(address) _____, (phone) _____.

Sincerely,
(name and title) _____

Enclosure

This letter is important to you and should be retained.

I, _____, certify that I have received a copy of this letter for my files and I understand the contents. Apartment number: _____

By: _____ Date: _____

ON DEVELOPER LETTERHEAD
NOTICE OF NON-DISPLACEMENT

DATE

_____ [insert name of head of household/tenant]
Sycamore Court Tenant
10632 Bolsa Avenue
Garden Grove, CA 92843

Dear Tenant at Sycamore Court,

On DATE, the OWNER notified you of proposed plans to rehabilitate the property you currently occupy for a project which could receive funding assistance from the U.S. Department of Housing and Urban Development (HUD) and the City of Garden Grove. On DATE, the Project was approved and will receive federal funding. Repairs and renovations to Sycamore Court and all apartments will begin soon but will be phased and you will receive additional information in writing and through informational meetings about the timing and phasing of the renovations.

- **This is a NOTICE OF NON-DISPLACEMENT.** You will not be required to move permanently as a result of this Project and the rehabilitation.

This **NOTICE OF NON-DISPLACEMENT** guarantees you the following:

1. Upon completion of the rehabilitation, you will be able to lease and occupy your present apartment or another suitable, decent, safe, and sanitary apartment in the same building/complex under reasonable terms and conditions.
2. If you must move temporarily so that the rehabilitation can be completed, you will be reimbursed for all of you extra expenses, including the cost of moving to and from temporary housing and any increased interim housing costs. The temporary unit will be decent, safe, and sanitary, and all other conditions of the temporary move will be reasonable.

Since you will have the opportunity to occupy a newly rehabilitated apartment, we urge you not to move. (If you do elect to move from Sycamore Court for your own reasons, you will not be eligible to receive and will not receive any relocation assistance or benefits.) We will make every effort to accommodate your needs. Because federal funding is involved in this Project, you are protected by federal and state laws, including: (1) the federal Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 ("URA") which is set forth in 42 U.S.C. 4201 to 4655, and the implementing regulations in 49 CFR Part 24, (ii) the federal HOME Program and HOME Regulations, in particular section 92.353, and (iii) the California Relocation Assistance Act, Government Code Section 7260, *et seq.* and the implementing regulations in Title 25, Section 6000, *et seq.* of the California Code of Regulations (together, "Relocation Law").

Of course, you must continue to comply with the terms and conditions of your lease and occupancy at Sycamore Court, including paying your rent on time and complying with the tenant rules and regulations.

If you have any questions, please contact RELOCATION CONSULTANT, at PHONE #. If you do not speak English, please leave your name, apartment # and phone #; we will call you back with an interpreter.

This letter is important to you and should be retained.

I, _____, certify that I have received a copy of this letter for my files and I understand the contents. Apartment number: _____

By: _____

Date: _____

CITY OF GARDEN GROVE
PUBLIC NOTICE OF AVAILABILITY OF DRAFT RELOCATION PLAN
FOR THE SYCAMORE COURT AFFORDABLE HOUSING PROJECT
10632 BOLSA AVE, GARDEN GROVE, CA

The City of Garden Grove ("City") provides notice to the public about the availability of a draft Relocation Plan ("Plan") relating to the proposed Sycamore Court affordable housing project located at 10632 Bolsa Avenue, Garden Grove, CA. The Plan has been prepared under the requirements of (i) the federal Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 ("URA"), 42 U.S.C. 4201 to 4655, and the URA regulations at 49 CFR Part 24, (ii) the HOME Program and HOME Regulations in CFR 92.353, and (iii) the California Relocation Assistance Act, Government Code section 7260, *et seq.* and regulations at 24 CCR 6000, *et seq.* (together, "Relocation Law"). The Plan relates the proposed acquisition and rehabilitation of Sycamore Court by 10632 Bolsa Avenue, LP, a California limited partnership ("Developer"); and, the Plan was prepared because the City desire to loan HOME Program funds to the Developer to assist in its purchase and renovations of Sycamore Court. Due to the planned rehabilitation and the involvement of public funds, existing tenants are eligible for temporary relocation benefits.

During a 30-day period beginning on Friday, April 7, 2017 and ending on Tuesday, May 9, 2017, the draft Plan will be available to the general public at the City Clerk's office front counter, City Hall, 11222 Acacia Parkway, Garden Grove, CA 92842 during normal business hours of 7:30 a.m. to 5:00 p.m. but note that City Hall is closed on alternating Fridays; and, the Plan will be available at Sycamore Court in the onsite manager's office during regular business hours of 9:00 a.m. to 5:00 p.m. Copies of the Plan are available to the public upon request.

The City encourages review and comment by all interested persons and organizations about the draft Plan. Anyone may submit written or oral comments about the draft Plan, whether for or against or neutral. The Plan will be considered and action taken by the City Council of the City of Garden Grove at an open public meeting held at the City Council Chambers, 11300 Stanford Avenue, Garden Grove, California on Tuesday, May 9, 2017 at 6:30 p.m., or as soon thereafter as the matter may be heard. Any written comments received during the 30-day review period will be attached to the Plan and considered by the City Council when the matter is considered on May 9, 2017.

At or near the date of this Notice, copies of the draft Plan are being provided to the tenants at Sycamore Court and during this 30-day review period the City is soliciting comments from, consulting with, and obtaining input from the tenants, the community and other interested persons and organizations about the draft Plan prior to the May 9, 2017 City Council meeting at which it will be considered.

The City Council, as the legislative body of the City, will review the comments, evidence, and testimony, if any submitted, about the draft Plan, whether for or against or neutral, at the meeting on May 9, 2017, or thereafter if continued, and the City Council, at its discretion, may approve the draft Plan.

All persons and organizations having any comments, testimony, or other information, whether for or against or neutral, about the draft Plan or the regularity of proceedings related to the City Council's consideration and action on the Plan may appear before the City Council and present comments orally or in writing. At any time during the 30-day period from April 7 to May 9, 2017 but not later than 6:30 p.m. on May 9, 2017 any interested person or organization may file a written comments about the draft Plan, whether for or against or neutral, with Nate Robbins, Senior Project Specialist at the City, whose office is located at City Hall, Economic Development and Housing Department, 3rd

floor, 11222 Acacia Parkway, Garden Grove California 92842, (714) 741-5206 or by email:
nater@ci.garden-grove.ca.us.

Make Available on City of Garden Grove Website

Add info re this Plan to TV channel 3 scroll

Post at City Hall, the main City library, Sycamore Court, put copies with City Clerk and with onsite manager at Sycamore Court. Post too at Main Library

(any other prominent locations that will likely encourage review and comment on the draft Plan)

NOTICE TO TENANTS OF SYCAMORE COURT

RELOCATION PLAN REVIEW PERIOD:

Friday April 7, 2017 up until Tuesday, May 9, 2014 at 6:30 p.m.

This notice is to inform all tenants at Sycamore Court and other interested persons and organizations that a Relocation Plan for the Sycamore Court affordable housing project ("Project") is available for review and comment now, and over the next 30 days. The developer entity, 10632 Bolsa Avenue, LP, a California limited partnership and its co-general partner, Mariman & Co. ("Developer") is applying for public funds to purchase and renovate the complex and operate it as long-term affordable housing ("Project"). Due to the planned rehabilitation and the involvement of public funds, current tenants are eligible for temporary relocation advisory assistance and payment of temporary relocation benefits.

Management has copies of the Relocation Plan upon request. The City and Developer invite tenant comments pertaining to the Relocation Plan for the Project. Tenants and the public are encouraged to provide comments during this 30-day review period. Comments should be provided within the 30-day review period to Laurin Associates at the address provided below or to the City of Garden Grove, City Clerk, City Hall, 11222 Acacia Parkway, Garden Grove, CA.

The comments by individual tenants that are received during the 30-day review period will be presented to the City Council and will be included as an addendum to the Relocation Plan that will be presented to the City Council, City of Garden Grove at a public meeting to be held on Tuesday, May 9, at 6:30 p.m. or as soon thereafter at the matter can be considered, which date is after the end of the 30-day review period. The City Council

**To submit comments, and ask questions about the proposed project, contact
Laurin Associates, a Division of Raney Planning and Management Inc., the Sycamore
Court Relocation Specialist, at (800) 424-1193 or (916) 372-6100
or at 1501 Sports Drive, Sacramento, CA 95834.**

This Plan can be made available to tenants in their primary language. If you do not speak English, please let us know at the beginning of the call and provide your language preference, phone number with area code, name, and unit number and we will call you back with an interpreter.