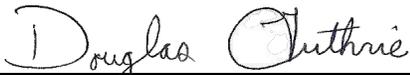


REPORT OF THE PRESIDENT & CEO

May 26, 2022

RESOLUTION AUTHORIZING THE PRESIDENT AND CEO TO APPROVE THE RELOCATION PLAN FOR 5050 PICO, PREPARED IN ACCORDANCE WITH REQUIREMENTS OF THE UNIFORM RELOCATION AND REAL PROPERTY ACQUISITION POLICIES ACT OF 1970, AS AMENDED, AND CORRESPONDING RELOCATION REQUIREMENTS AT 49 CFR PART 24, HUD HANDBOOK 1378, CALIFORNIA GOVERNMENT CODE SECTION 7260, AND TITLE 25 OF THE CALIFORNIA CODE OF REGULATIONS, AND TO UNDERTAKE VARIOUS ACTIONS IN CONNECTION THEREWITH.



Douglas Guthrie
President & Chief Executive Officer



Tina Booth
Director of Asset Management Department

Purpose: To approve the Relocation Plan (“Plan”), currently dated March 2022, for 5050 Pico Blvd to address the relocation of 13 tenant households in accordance with the requirements of the Uniform Relocation and Real Property Acquisition Policies Act of 1970 (URA), as amended, and corresponding relocation requirements at 49 Code of Federal Regulations (CFR) part 24, 24 CFR, part 42, Handbook 1378 of the Department of Housing and Urban Development (HUD), California Government Code section 7260 et. seq. (the “Act”) and the Relocation Assistance and Real Property Acquisition Guidelines adopted by the California Department of Housing and Community Development, Title 25 of the California Code of Regulations, Section 6000 et. seq. (the “Guidelines”).

Regarding: On October 28, 2021, the Board of Commissioners (“Board”) approved the Resolution No. 9756, that authorized the Housing Authority of the City of Los Angeles (“HACLA”) to acquire the property located at 5050 W. Pico Boulevard, Los Angeles, CA 90019 (“5050 W Pico”) in response to California Department of Housing and Community Development (“HCD”) notice of funding availability for the Homekey program (“Homekey”). The intent of the purchase is to provide affordable housing, with a concentration on households who are experiencing homelessness or are at risk of homelessness. On January 11, 2022, the Board approved the Resolution No. 9788 that amended Resolution No. 9756 to authorize the designated officers of HACLA to expend HACLA funds to finance the acquisition of 5050 W Pico and expend \$274,084 in relocation funds for existing residents.

Issues

Background: On January 28, 2022, HACLA acquired a 79-unit market rate apartment building located at 5050 W. Pico Boulevard. The property consists of 73 one-bedroom and 6 studio units. This building will provide Permanent Supportive Housing (PSH) services to homeless and at-risk of homelessness households who are at 30% or less of the Area Medium Income

level (AMI). There are 13 households currently residing at this site (12 households occupy one-bedroom units and 1 household occupies a studio unit). There is also one household that occupied a one-bedroom unit that appears to have moved and may continue to be eligible for relocation benefits. Efforts are being made to locate the former occupant and notify him. The Homekey Program requires that all occupants of 5050 W. Pico Boulevard meet income qualifications. Under the current Homekey regulations and regulatory covenant on the property, households must initially have incomes less than 30% AMI. Based on interviews conducted by Overland, Pacific and Cutler, the contracted Relocation Agent, all household incomes exceed the regulatory maximum and therefore do not qualify to continue occupancy of their leased units. Current residents must be relocated in order to facilitate the PSH program at the site and meet compliance requirements for the HCD funding on all 78 units. Moreover, HACLA will allocate 78 Project Based Vouchers (“PBV”) in order to provide continued rental assistance subsidy that will be tied to each of these units which require households to qualify with incomes less than 50% of the Area Median Income.

On December 15, 2021, HACLA signed a contract with Overland Pacific and Cutler (OPC) to execute a relocation process and prepare the “Plan” to address existing residents’ displacements. OPC also provides consulting services for purposes of current tenants’ relocation rights and benefits. OPC will provide counseling to help current residents during the entire relocation process from initial briefings to their scheduled relocations. The consulting staff will be working with each household throughout the relocation process.

On January 28, 2022, a General Information Notice (GIN) was sent to all current households at 5050 W. Pico Blvd. This notice described the proposed relocation services that would be offered and the rights and responsibilities of residents and Authority.

In March 2022, OPC conducted a replacement housing survey of available residential housing units for rent in proximity to 5050 W. Pico Boulevard, as well as the relocation needs of the households that are subject to displacement. Additionally, in March 2022, OPC drafted the “Plan” to carry out its implementation.

On April 12, 2022, OPC issued an Advisory notice to obtain residents’ comments with regard to a proposed relocation plan. The end of the comment period was May 11, 2022, and no comments were received.

The current project residents will not be required to move out without both adequate (90-day vacate) notice and access to available, decent and safe housing. The 90-day vacate notice will be issued to eligible households no earlier than the end of May 2022.

Relocation

Plan:

The proposed "Plan" is organized in five sections. The first section is the project description with project site location and characteristics of the property.

The second section assesses the relocation needs of households subject to displacement. In this section, occupants are interviewed, and tenant data is obtained based on expressed needs, income, ethnicity and language, disability requirements and preferred area to relocate. Based on the household assessment it was determined that 13 households comprised of 15 individuals qualify for relocation assistance and benefits. All households prefer communication in English and have incomes in excess of 50% AMI.

The third section is to conduct a methodology on availability of residential rental housing units in close proximity to the site, tenants' current rent and potential increase in monthly rent. Based on OPC's analysis there are adequate replacement housing options in the surrounding area that suit the needs of the households and site and quality standards.

The fourth section is a description of the relocation program to formulate eligibility and benefit determinations to all applicable requirements. OPC staff will assist any displaced person with questions about the relocation process, relocation counseling, and assistance in relocating. Specific eligibility requirements and benefit plans will be detailed on an individual basis with all displaced households. The current federal maximum payout for market units is \$7,200. The calculation is the difference between the market rent that the displaced household would have to pay versus their current rent. That differential is then multiplied over a 42-month period, and this provides the maximum benefit. There are other factors that come into play, like income and desired area to move, that may impact the actual relocation benefits calculated for each household. The total compensation for each household averages \$28,000, which exceeds the maximum allowable moving cost of \$7,200 per unit. When the relocation benefit calculations exceed the maximum of \$7,200 per unit, as it does in this case, an exemption to pay out above the maximum is triggered through categorization as Last Resort Housing. Each occupant will be counseled on available options and the consequences of any choice with regard to financial assistance. The qualified tenants will be eligible for residential moving expense payments, to include the cost of a professional mover, and fixed payments based on a room count schedule. Depending on the decision that the residents make, they will be provided the rental assistance benefits in either a lump sum payment or in equal payment amounts over a 42-month period. The total estimated maximum payout includes the cost of the relocation consultant, in addition to the relocation benefit payouts.

The fifth section provides the four relocation notices that were provided to current tenants, including the General Information Notice (GIN), an informational statement with a general description of HACLA's relocation program, the Notice of Relocation Eligibility, which contains a determination of potential relocation assistance, and the 90-Day Vacate Notice.

The OPC consultant will be the primary contact for the residents. The consultant will be responsible for preparing and distributing all required relocation notices, maintaining a

recordkeeping system, and coordinating the relocation of households within required timelines.

Vision Plan: PLACE Strategy #4: Steward efforts to reduce and alleviate homelessness.

Integrates additional Permanent Supportive Housing that specifically targets the homeless and at-risk of being homeless population into the Asset Management portfolio.

PEOPLE Strategy #2: Develop and implement strategies to engage hard-to-reach residents.

To better serve the targeted homeless and at-risk of being homeless population, HACLA engages in a relationship with a Service Provider who provides supportive services to ensure the residents' needs are met through intensive case management.

Funding: The Chief Administrative Officer confirms the following:

Source of Funds: The adoption of the "Plan" will be equally funded through Homekey Program grant and non-public housing portfolio subsidy.

Budget and Program Impact: The projected relocation budget including the cost of advisory services, move expenses, rent subsidy and other eligible benefits for 14 current households over the course of the entire Project is estimated to be up to \$475,000.

Environmental

Review: The acquisition of this property was categorically exempted from NEPA and meets the requirements of the normal CEQA categorical exemptions allowed under Title 14, Division 6, Chapter 3, Sections 15301 (Existing Facilities) and 15326 (Acquisitions of Housing for Housing Assistance Programs) of the California Code of Regulations. Additionally, the identified project acquisitions qualify for the statutory exemptions from the requirements of CEQA under California Public Resources Code section 21080(b)(4) and 14 Cal. Code Regs. 15269(c), as they are being acquired to mitigate the publicly declared emergency created by the COVID-19 pandemic as it pertains to individuals and families who are most vulnerable. Reso 9756 confirmed that no Environmental Review is necessary for this action.

Section 3: Not Applicable for this Action. All development activities including implementation of the "Plan" shall comply with the Authority's Section 3 Goals.

Attachments:

1. Resolution
2. Draft Relocation Plan for 5050 W. Pico

**ATTACHMENT 1
RESOLUTION**

RESOLUTION NO. _____

RESOLUTION AUTHORIZING THE PRESIDENT AND CEO TO APPROVE THE RELOCATION PLAN FOR 5050 PICO, PREPARED IN ACCORDANCE WITH REQUIREMENTS OF THE UNIFORM RELOCATION AND REAL PROPERTY ACQUISITION POLICIES ACT OF 1970, AS AMENDED, AND CORRESPONDING RELOCATION REQUIREMENTS AT 49 CFR PART 24, HUD HANDBOOK 1378, CALIFORNIA GOVERNMENT CODE SECTION 7260, AND TITLE 25 OF THE CALIFORNIA CODE OF REGULATIONS, AND TO UNDERTAKE VARIOUS ACTIONS IN CONNECTION THEREWITH.

WHEREAS, on October 28, 2021, the Board of Commissioners (“Board”) approved the Resolution No. 9756, that authorized the Housing Authority of the City of Los Angeles (“HACLA”) to acquire the property located at 5050 W. Pico Boulevard, Los Angeles, CA 90019 (“5050 W Pico”) in response to California Department of Housing and Community Development (“HCD”) notice of funding availability for the Homekey program (“Homekey”). The intent of the purchase is to provide affordable housing, with a concentration on households who are experiencing homelessness or are at risk of homelessness;

WHEREAS, on January 11, 2022, the Board approved the Resolution No. 9788 that amended Resolution No. 9756 to authorize the designated officers of HACLA to expend HACLA funds to finance the acquisition of 5050 W Pico;

WHEREAS, on December 15, 2021, HACLA signed a contract with Overland Pacific and Cutler (OPC) to execute a relocation process and prepare the “Plan” to address existing residents’ displacements;

WHEREAS, in order to facilitate the PSH program at the site, and receive the HCD funding on all 78 units at 5050 Pico, 13 current households must be relocated;

WHEREAS, on January 28, 2022, a General Information Notice (GIN) was sent to all current residents at 5050 W. Pico Blvd. This notice described the proposed relocation services that would be offered and the rights and responsibilities of residents and Authority;

WHEREAS, in March 2022, OPC conducted a replacement housing survey of available residential housing units for rent in proximity to the project site, as well as the relocation needs of the households that are subject to displacement. Additionally, in March 2022, OPC drafted the “Plan” to carry out its implementation;

WHEREAS, on April 11, 2022, OPC issued an Advisory notice to obtain residents’ comments with regard to a proposed relocation plan and to include in the final version of the Relocation Plan;

WHEREAS, on May 11, 2022, the residents’ comments period for the Plan ends;

WHEREAS, no comments were received during the comment period from April 12, 2022 through May 11, 2022 so no comments need to be included in the final Relocation Plan;

WHEREAS, the current project residents will not be required to move out without both adequate (90-day vacate) notice and access to available, decent and safe housing;

WHEREAS, not earlier than the end of May 2022, the 90-day vacate Notice will be send to all current residents at 5050 Pico; and

WHEREAS, the Relocation consultant will be primary contact person for current residents and will provide all necessary assistance throughout the relocation process.

NOW, THEREFORE, BE IT RESOLVED, the Board of Commissioners of the Housing Authority of the City of Los Angeles does hereby authorize and approves the Relocation Plan for 5050 Pico Blvd, prepared in accordance with requirements of the Uniform Relocation and Real Property Acquisition Policies Act of 1970, as amended, and corresponding relocation requirements at 49 CFR part 24, HUS handbook 1378, California Government Code of Regulations Section 7260 and Title 25 of the California Code of Regulations, and authorizes the President and CEO to take such actions and execute related documents as the President and CEO may deem necessary to effectuate the actions described above or as contemplated in this Resolution, subject to review and approval by legal counsel.

BE IT FURTHER RESOLVED that this Resolution shall take effect immediately.

HOUSING AUTHORITY OF THE CITY OF
LOS ANGELES

APPROVED AS TO FORM:

By: _____
Chairperson

By: _____
General Counsel

DATE ADOPTED: _____

**ATTACHMENT 2
5050 PICO BLVD
RELOCATION PLAN**



5050 W. Pico Project **RELOCATION PLAN**

PREPARED FOR:

The Housing Authority of the City of Los Angeles
2600 Wilshire Boulevard
Los Angeles, CA 90057
(833) 422-5248

PREPARED BY:

Overland, Pacific & Cutler, LLC
5000 Airport Plaza Drive, Suite 250
Long Beach, CA 90815
(562) 304-2000

May 2022

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LIST OF EXHIBITS

- EXHIBIT A: HUD Income Levels – Los Angeles County
- EXHIBIT B: Residential Informational Brochure
- EXHIBIT C: General Information Notice
- EXHIBIT D: Notice of Eligibility
- EXHIBIT E: Notice to Vacate
- EXHIBIT F: Public Comments & Responses

INTRODUCTION

The Housing Authority of the City of Los Angeles (HACLA) has acquired a 79-unit market rate apartment building with ground floor retail space located at 5050 W. Pico Boulevard, Los Angeles, CA 90019 (Project site). HACLA will convert the housing units to use them for homeless and at risk of homelessness housing (50% of each demographic) with one unit reserved for an on-site manager as part of Project Homekey (Project).

The property consists of 73 one-bedroom units and six studios with 13 units currently occupied by market rate tenants. The first-floor retail space is not occupied; it has been finished to a whitebox level with a bathroom. This space will be used for on-site supportive services for residents of the property as part of the Project plan. The permanent supportive housing will target individuals who earn 30% or less of area median income (AMI) in Los Angeles County (**Exhibit A**). The proposed Project is in conformance with the local housing element.

Funding will come through the Homekey program from the Housing and Community Development Department of the State of California (HCD), a Residual Receipts Loan from the City of Los Angeles, and a HACLA Line of Credit with City National Bank (to be converted to permanent debt.) There will be a 55-year affordability covenant applied to the property, and the property will be held by HACLA or a HACLA subsidiary.

HACLA has retained Overland, Pacific & Cutler, LLC (OPC) to prepare a Relocation Plan (Plan) to address existing tenant displacements. This Plan conforms to the requirements of the Federal Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (URA), as amended, Handbook 1378 of the Department of Housing and Urban Development (HUD), the implementing regulations at 24 Code of Federal Regulations, Part 42, California Relocation Assistance Law, Government Code Section 7260, et seq. (Law), and the Relocation Assistance and Real Property Acquisition Guidelines adopted by the Department of Housing and Community Development as in Title 25, California Code of Regulations Section 6000, et seq. (Guidelines).

When the proposed Project moves forward, it will cause the permanent displacement of 13 tenant households who would be eligible for relocation assistance. The needs and characteristics of the permanent displacees and HACLA's program to provide assistance to each affected person are general subjects of this Relocation Plan (Plan).

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 comparable replacement housing units within proximity to the Project site (**SECTION III**);
4. Description of the HACLA's relocation program (**SECTION IV**);
5. Description of the HACLA's outreach efforts, Project timeline and budget (**SECTION V**).

I. PROJECT DESCRIPTION

A. REGIONAL LOCATION

The Project site is located in west Los Angeles in Los Angeles County and is conveniently located just minutes from Interstate 10. (*Figure 1: Regional Project Location*).

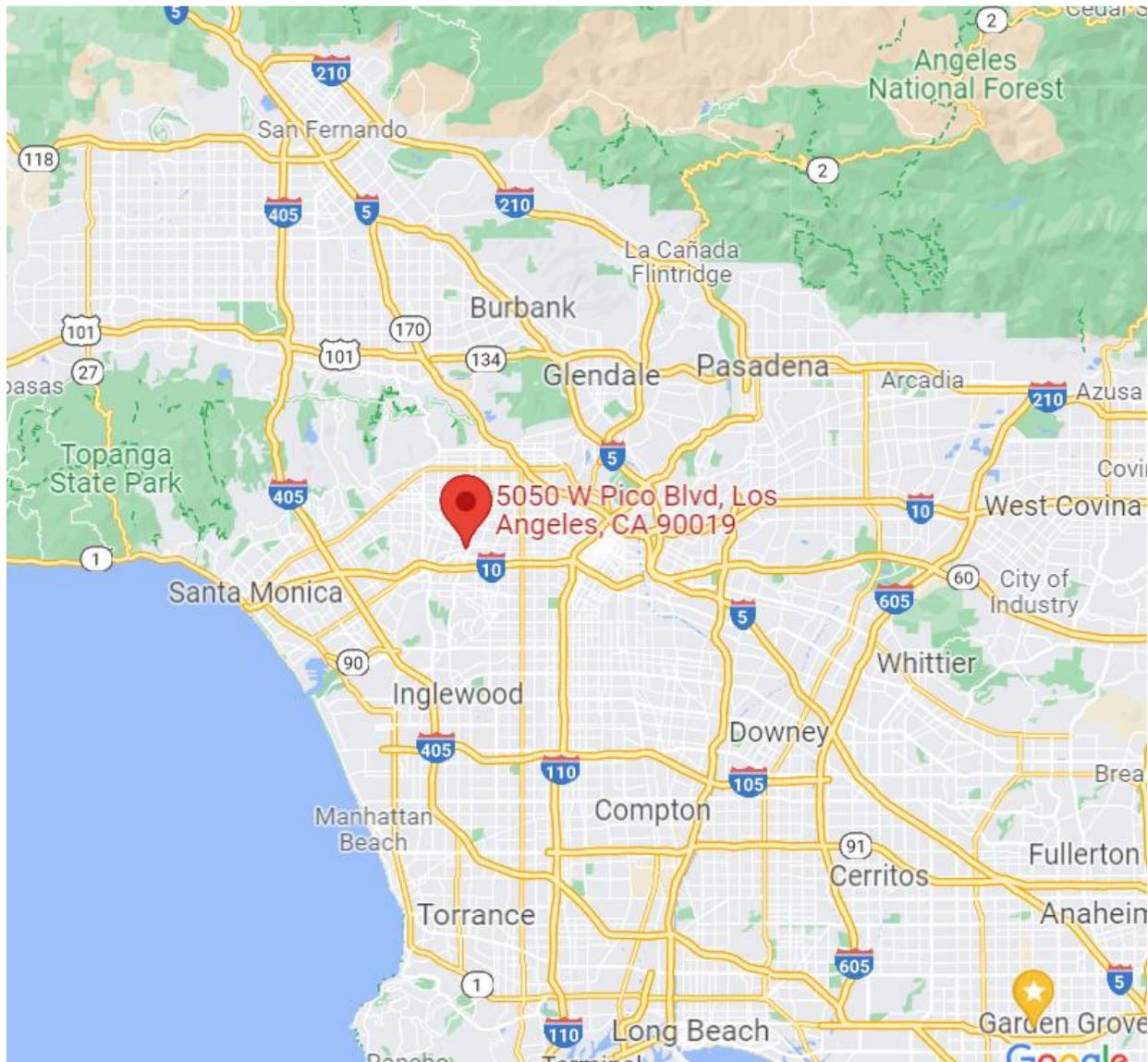


Figure 1: Regional Project Location

B. PROJECT SITE LOCATION AND DESCRIPTION

The Project site consists of one property located at 5050 W. Pico Boulevard, Los Angeles, CA 90019 generally bordered by W. Pico Boulevard, S. Sycamore Avenue, S. Orange Drive and an alley. The site is currently improved with a 79-unit multifamily building with ground-floor retail and subterranean parking on 0.374 acres as shown in *Figure 2: Project Site Location* and *Figure 3: 5050 W. Pico Boulevard* on the following page.

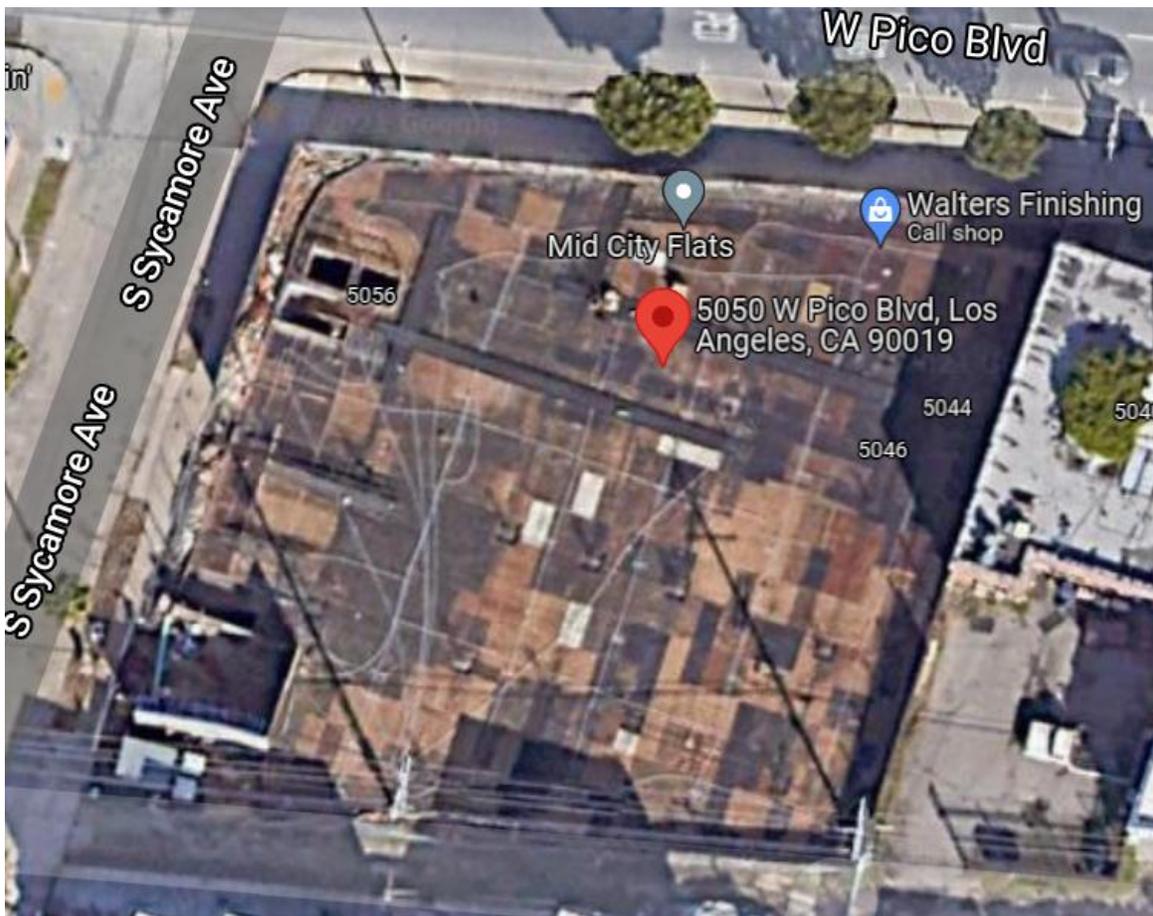


Figure 2: Project Site Location



Figure 3: 5050 W. Pico Boulevard

II. ASSESSMENT OF RELOCATION NEEDS

A. SURVEY METHOD

To obtain information necessary for the preparation of this Plan, personal interviews with the 13 existing households were conducted by OPC staff in March 2022. OPC was successful in interviewing all 13 households. The data in this section of the Plan are based on the responses of those individuals, who provided verbal information about the households, although, at this time, the information is unconfirmed.

Inquiries made of the residential occupants concerned household size and composition, income, monthly rent and estimated utility costs, length of occupancy, ethnicity, home language, physical disabilities, legal presence status, relocation needs, and replacement housing preferences.

B. TENANT DATA

1. Current Occupants

There are currently 13 households living on the Project site in market rate units, who may be permanently relocated for the Project that will be eligible for relocation assistance and are the subjects of this Plan.

The 13 households are comprised of 15 adults. There are no children (17 years or younger) or elderly (62 years or older) occupants. One household occupies a studio unit, and 12 households occupy one-bedroom units.

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 current data for household size with the HACLA's replacement housing occupancy standards. These standards, generally, allow for up to two persons in a studio unit, 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.

When determining the comparable size of the replacement unit under the State relocation programs, the number of all household members is taken into consideration regardless of legal presence status. Under the URA, when determining the size of the replacement unit needed, only the legally present members of the household are considered. based on the occupancy standard above. All households will potentially have a choice of two relocations programs, including the Federal URA or the State program, under which to submit claims for assistance and under which the size of the comparable replacement unit will be determined.

Based on available tenant data, there are no overcrowded units. The replacement units required for the current population include one studio apartment unit and 12 one-bedroom apartment units.

The Project site is within a densely populated mixed-use area with retail shopping, personal services, restaurants, medical facilities, parks, schools, public facilities, social services, and public transportation.

3. Income

Verbal information regarding gross household income was provided by the households to be displaced. According to income standards for Los Angeles County (**Exhibit A**) adjusted for family size as published by the United States Department of Housing and Urban Development (HUD), the households qualify as follows: five households qualify as Low Income (51% - 80% AMI), and eight households qualify as well above Low Income (greater than 80% of AMI).

4. Ethnicity/Language

The Project households stated their ethnicities as follows: Hispanic/Latino (5), Black (4), Asian (2), White (1), and Native Hawaiian/Pacific Islander (1). All households speak, read and understand English.

5. Senior/Handicapped Households

No households reported having any senior occupants over the age of 62 or any disabled occupants.

If specific special needs are identified when the project occupants are ultimately displaced, appropriate steps will be taken to accommodate those needs and to locate or modify suitable replacement housing. Mobility challenges will be addressed as it relates to replacement housing, including the need for a first-floor unit or unit in a building with an elevator, as well as potentially identifying an ADA compliant unit ADA, if applicable.

6. Preferred Area to Relocate

The impacted households expressed interest in staying in the immediate area or moving to areas that have good access to public transportation or jobs. Specific communities that were mentioned either as relocation options or job locations of the households included North Hollywood, West Hollywood, downtown Los Angeles, or Inglewood.

Tenants wish to remain near employment and public transportation.

III. RELOCATION RESOURCES

A. METHODOLOGY

For residential housing, a resource survey was conducted to identify available comparable rental units within proximity to the Project site. The following sources were utilized:

- Classified rental listings from local newspapers and *For Rent* publications
- Internet sources of rental opportunities

B. REPLACEMENT HOUSING AVAILABILITY

1. Residential Rental Housing

A replacement housing survey was conducted in March 2022 considered available studio and one-bedroom apartment units for rent in west Los Angeles and in proximity to the Project site. This data as of the date of this Plan ultimately located within five miles of the Project site is summarized in **Table 1** below.

# of Bedrooms	Studio	One
# Found (# Needed)	21 (1)	21 (12)
Rent Range	\$1,190 - \$2,600	\$1,500 - \$2,995
Median Rent	\$1,500	\$2,100

The available units identified were in residential and mixed-use neighborhoods with access to restaurants, retail stores, medical facilities, social services, public transportation, parks, schools and opportunities for employment.

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, it appears there are an adequate number of replacement units for the residential occupants.

While adequate replacement resources exist for the tenants, based on survey results of rental opportunities and the tenants' current rent, some tenants may have an increase in monthly rent. Possible increases, if any, will be met through the HACLA'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 known public projects anticipated in the Project area that will cause significant displacements during the timeframe of anticipated initiation of Project displacements. No residential displacee will be required to move without both adequate notice and access to available, comparable, affordable, decent, safe and sanitary housing.

IV. THE RELOCATION PROGRAM

HACLA'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 relocation program to be implemented by HACLA will conform with the standards and provisions of the Federal Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (URA), as amended, HUD Handbook 1378, the California Relocation Assistance Law, Government Code Section 7260, et seq. (Law), and 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).

HACLA has retained OPC, a multi-lingual consulting firm, to administer the Relocation Program for any permanent displacees. OPC has worked on more than 5,000 public acquisition and relocation projects for more than 43 years. Experienced HACLA staff will monitor the performance of OPC and be responsible to approve or disapprove OPC recommendations concerning eligibility and benefit determinations per applicable program requirements.

OPC staff will be available to assist any relocated person and/or household with questions about the relocation process, relocation counseling and/or assistance in relocating. Relocation staff can be contacted at **(800) 400-7356** from 8:00 am to 5:00 pm Monday through Friday and are available via voicemail and/or cellular phones after hours. Relocation staff will assist tenants at hours convenient for the residents. The Relocation Office is located at **5000 Airport Plaza Drive, Suite 250, Long Beach, CA 90815**.

Eligible individuals, who need to permanently move from their existing home, will receive relocation assistance. The relocation program consists of two principal constituents: advisory assistance and financial assistance (Relocation Benefits).

A. 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 HACLA
- coordinate the involvement of outside service providers

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

1. Distribute appropriate written information concerning HACLA's relocation program;
2. Inform eligible project occupants of the nature of, and procedures for, obtaining available relocation assistance and benefits (**Exhibit B**);
3. Determine the needs of each displacee eligible for assistance;
4. Provide the residential displacees with at least three referrals to comparable replacement housing within a reasonable time prior to displacement. *Generally, a comparable replacement dwelling must satisfy the following criteria:*
 - (a) *The unit is decent, safe and sanitary - electrical, plumbing and heating systems are in good repair - no major, observable hazards or defects. The unit is adequate in size and is comparable to the acquired dwelling with respect to number of rooms, habitable living space and type and quality of construction, but not lesser in rooms or living space as necessary to accommodate the displaced person. The unit is functionally equivalent, including principle features.*
 - (b) *The unit is located in an area not subjected to unreasonable adverse environmental conditions from either natural, or man-made sources, and not generally less desirable with respect to public utilities, transportation, public and commercial facilities, including schools and municipal services and reasonably accessible to the displaced person's place of employment.*
 - (c) *The unit is available both on the private market and to all persons regardless of race, color, sex, marital status, religion or, national origin.*
 - (d) *The monthly rental rate is within the financial means of the displaced residential tenant.*
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 the residential displacee, if necessary, to inspect replacement sites within the local area;
7. Inspect replacement housing to assure it meets decent, safe and sanitary standards as described in the URA and per HACLA standards and requirements;
8. Supply information concerning federal and state programs and other governmental programs providing assistance to displaced persons;
9. Assist eligible occupants in the preparation, and submission, of relocation assistance claims;
10. Provide additional reasonable services necessary to successfully relocate occupants;

11. Make benefit determinations and payments in accordance with applicable relocation law and HACLA'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 HACLA'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 HACLA's decisions with respect to relocation assistance; and
15. Provide assistance that does not result in different or separate treatment based on or due to an individual's sex, marital status, race, color, religion, ancestry, national origin, physical handicap, sexual orientation, and domestic partnership status.

B. RELOCATION BENEFITS

Specific eligibility requirements and benefit plans will be detailed on an individual basis with all displacees. In the course of a personal interview 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 provided in accordance with the provisions of the URA, State Relocation Law and Guidelines, and HACLA rules, regulations and procedures pertaining thereto. Benefits will be paid to eligible displaced persons upon submission of required claim forms and documentation in accordance with HACLA's normal administrative procedures.

HACLA will process advance payment requests to mitigate hardships for 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.

Tenants who are permanently displaced will be eligible for the following assistance:

1. Residential Moving Expense Payments

All eligible residential occupants to be permanently relocated will 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, or a combination of both.

a. Actual Cost (Professional Move)

Displacees may elect to have a licensed professional mover perform the move. The actual cost of the moving services, based on at least two acceptable bids, will be compensated

by HACLA in the form of a direct payment to the moving company upon presentation of an invoice. Transportation costs are limited to a distance of 50 miles in either case. In addition to the actual move, costs associated with utility re-connections (i.e., gas, water, electricity, telephone, and cable, if any), are eligible for reimbursement.

b. Fixed Payment (based on Room Count Schedule)

An occupant may elect to receive a fixed payment for moving expenses which is based on the number of rooms occupied in the displacement dwelling or ancillary structures on the property. In this case, the person to be relocated takes full responsibility for the move. The fixed payment includes all utility connections as described in (a), above.

The current schedule for fixed moving payments is set forth in **Table 2** following:

TABLE 2: Schedule of Fixed Moving Payments (effective as of August 2021)	
Unfurnished Dwelling	
One room	\$780
Two rooms	\$1,000
Three rooms	\$1,250
Four rooms	\$1,475
Five rooms	\$1,790
Six rooms	\$2,065
Seven rooms	\$2,380
Eight rooms	\$2,690
each additional room	\$285
Furnished Dwelling	
First Room	\$510
Each additional room	\$100

2. Rental Assistance for Tenant Occupants Who Choose to Rent

To be eligible to receive the rental assistance benefits, the displaced tenant household has to rent or purchase and occupy a decent, safe, and sanitary replacement dwelling within one year from the date they move from the displacement dwelling.

Except in the case of Last Resort Housing situations (Section E, Page 15), payments to households will be payable over a 42-month period and limited to a total maximum payment of \$7,200 as stated under URA guidelines. (More information regarding rental assistance and Last Resort Housing will be provided in detail in the informational brochure (**Exhibit B**) that will be provided to each household at the initiation of relocation activities.)

Table 3 below portrays **an example** of a benefits determination under the URA and State relocation programs (including State income deductions):

TABLE 3: Example Computation of Rental Assistance Payments		
1. Old Rent	\$650	Old Rent and Utilities
or		
2. Ability to Pay	\$700	30% of Monthly Gross Income (if Low Income – URA) or 30% Adjusted, Monthly, Gross Household Income (State)*
3. Lesser of lines 1 or 2	\$650	Base Monthly Rental
Subtracted From:		
4. Actual New Rent	\$750	Actual New Rent and Utilities
or		
5. Comparable Rent	\$775	Determined by District (includes utilities)
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 adjusted 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.

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 the 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 displacement, as determined by HACLA; or

- (ii) Thirty percent (30%) of the displaced person's average, monthly gross household income **if the amount is classified as "low income" by the U. S. Department of Housing and Urban Development's (HUD) Annual Survey of Income Limits for the Public Housing and Section 8 Programs under the URA.** (HUD's Survey is shown as **Exhibit A**). If a tenant 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

3. Downpayment Assistance to Tenants Who Choose to Purchase

The displaced household may opt to apply the entire benefit amount for which they are eligible toward the purchase of a replacement unit (Guidelines 49 CFR 24.402(b) and HUD 1378).

Residential tenants, who are otherwise eligible to receive the Rental Assistance Payment described above, may choose to receive a lump sum payment equal to forty-two months of rental subsidy (including Last Resort Housing benefits) to purchase a new home.

A displaced household, who chooses to utilize up to the full amount of their rental assistance eligibility (including any Last Resort benefits) to purchase a home, will have the funds deposited in an open escrow account, provided that the entire amount is used for the downpayment and eligible, incidental costs associated with the purchase of a decent, safe, and sanitary replacement home. A provision shall be made in the escrow arrangements for the prompt return of HACLA funds, in the event escrow should fail to close within a reasonable period of time.

Final determination about the type of relocation benefits and assistance for which the household is eligible will be determined upon verification of the household's occupants, length of occupancy and income.

C. PROGRAM ASSURANCES AND STANDARDS

Adequate funds are available to relocate all displaced households. Relocation assistance services will be provided to ensure that displacement does not result in different or separate treatment of households based on race, nationality, color, religion, national origin, sex, marital status, familial status, disability or any other basis protected by the federal Fair Housing Amendments Act, the Americans with Disabilities Act, Title VI of the Civil Rights Act of 1964, Title VIII of the Civil Rights Act of 1968, the California Fair Employment & Housing Act, and the Unruh Act, as well as any other arbitrary or unlawful discrimination.

D. GENERAL INFORMATION REGARDING THE PAYMENT OF RELOCATION BENEFITS

Claims and supporting documentation for relocation benefits must be filed with HACLA no later than 18 months after the date of displacement or receipt of a Notice of Eligibility, whichever is later.

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 and HACLA staff will review all necessary documentation including, but not limited to, scopes-of-service, invoices, 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 HACLA;
4. HACLA will review and approve claims for payment, or request additional information;
5. HACLA 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 claims materials will be maintained in the relocation case file.

E. LAST RESORT HOUSING

Based on housing cost and income data derived from the occupants and costs of replacement housing resources, it is anticipated that “comparable replacement housing” may not be available as required for the households. Specifically, for renters, when the computed replacement housing assistance eligibility exceeds \$7,200 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 must be provided.

Therefore, if the Project is to go forward, HACLA will authorize funds to provide housing of last resort. In this situation, funds will be used to make payments in excess of the monetary limit specified in the statute (\$7,200); 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 \$7,200 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.

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.

F. IMMIGRATION STATUS

Federal legislation (PL105-117) prohibits the payment of relocation assistance benefits under the URA to any alien not lawfully present in the United States unless such ineligibility would result in an exceptional and extremely unusual hardship to the alien's spouse, parent, or child any of whom is a citizen or an alien admitted for permanent residence. Exceptional and extremely unusual hardship is defined as significant and demonstrable adverse impact on the health or safety, continued existence of the family unit, and any other impact determined by HACLA to negatively affect the alien's spouse, parent or child.

In order to track and account for relocation assistance and benefit payments, relocation staff will be required to seek immigration status information from each displacee 18 years and older by having them self-certify as to their legal status.

There is no legal presence requirement in order to be eligible for relocation assistance under the State Relocation Program, and all eligible Project occupants will be offered assistance under the State program regardless of immigration status.

G. RELOCATION TAX CONSEQUENCES

In general, relocation payments are not considered income for the purpose of Division 2 of the Internal Revenue Code of 1954, which has been redesignated as the Internal Revenue Code of 1986 (Title 26, U. S. Code), or for the purpose of determining the eligibility or the extent of eligibility of any person for assistance under the Social Security Act (42 U. S. Code 301 et seq.) or the Personal Income Tax Law, Part 10 (commencing with Section 17001) of the Revenue and Taxation Code, or the Bank and Corporation Tax Law, Part II (commencing with Section 23001) of Division 2 of the Revenue and Taxation Code. The above statement on tax consequences is not intended as tax advice by HACLA or OPC. Tenants are responsible for consulting with their own tax advisors concerning the tax consequences of relocation payments.

V. ADMINISTRATIVE PROVISIONS

A. NOTICES

Each notice, which HACLA is required to provide to a Project site occupant, shall be personally delivered or sent by certified or registered first-class mail, return receipt requested or email with confirmation 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 or other needed help.

There are four principal notices:

- 1) General Information Notice,
- 2) Information Statement
- 3) Notice of Relocation Eligibility
- 4) Vacate Notice

The General Information Notice (GIN) is intended to provide potential relocatees with a general written description of HACLA's relocation program and basic information concerning benefits, conditions of eligibility, noticing requirements and appeal rights (**Exhibit C**). A GIN was issued to the households in **January 2022**.

The Informational Statement is intended to provide potential relocatees with a general written description of HACLA's relocation program and basic information concerning benefits, conditions of eligibility, noticing requirements and appeal rights (**Exhibit B**). The households will receive Informational Notices once the Project and funding has been approved.

A Notice of Relocation Eligibility (NOE) will be distributed to each displaced household (**Exhibit D**). The NOE to the residential tenants contains a determination of eligibility for relocation assistance under specific relocation programs and a computation of maximum entitlements based on information provided by the affected household and the analysis of comparable replacement properties identified by relocation staff. The households will receive NOEs once the Project and funding has been approved.

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 (**Exhibit E**). The 90-day vacate notice will either 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. A date-specific vacate notice will not be issued to any tenants before comparable replacement dwellings have been made available to them.

In addition to the four 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.

A Reminder Notice will be issued to 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 tenants is considered confidential and will not be shared without the consent of the tenant or HACLA. HACLA and relocation staff will comply with federal regulations concerning the 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 housing, or HACLA's property management practices may file a Relocation Assistance Appeal Form or any other written form of appeal with the HACLA and have the right of administrative review. HACLA'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.

Requests for administrative review and informal hearings will be directed to HACLA's Director of Asset Management at the Housing Authority of the City of Los Angeles at 2600 Wilshire Boulevard, 4th Floor, Los Angeles, CA 90057. All requests for review will receive written responses from HACLA within three weeks of their receipt. If an informal appeal is denied, appellants will be entitled to file a written request for a formal hearing before an impartial and independent hearing officer.

The appellant does not have to exhaust administrative remedies first; the appeal/grievance can either go directly to HCD or directly to the Court. Any person and/or organization directly affected by the relocation plan may petition the Department of Housing and Community Development (HCD), located at 2020 West El Camino Avenue, Sacramento, CA 95833 to review the relocation plan.

More detail concerning the appeals process will be provided upon request. Appellants will retain their appeal rights for up to 18 months following the date of displacement from the Project premises or receipt of final payment for relocation benefits, whichever is later.

D. EVICTION POLICY

1. Eviction may cause the forfeiture of a tenant's right to relocation assistance or benefits. Relocation records will be documented to reflect the specific circumstances surrounding any eviction action.
2. Eviction may be undertaken for one, or more of the following reasons:
 - (a) Failure to pay rent, except in those cases where the failure to pay is due to HACLA's failure to keep the premises in habitable condition; is the result of harassment or retaliatory action; or, is the result of discontinuation, or a substantial interruption of services;
 - (b) Performance of a dangerous, and/or illegal act in the unit;
 - (c) A material breach of the rental agreement, and failure upon notification to correct said breach within 30 days of Notice;

- (d) Maintenance of a nuisance, and failure to abate such nuisance upon notification within a reasonable time following Notice;
- (e) Refusal to accept one of a reasonable number of offers of replacement dwellings; and/or,
- (f) A requirement under State, or local law or emergency circumstances that cannot be prevented by reasonable efforts on the part of HACLA.

E. RESIDENT/CITIZEN PARTICIPATION

As the process for considering the Project moves forward, HACLA 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, neighborhood groups and community organizations forming a relocation committee (no relocation committee was formed due to the low number of displacements);
3. Provide technical assistance necessary to interpret elements of the Relocation Plan and other pertinent materials (the Project households were provided with a copy of the Relocation Plan for review and comment);
4. Issue a general notice concerning the availability of the Plan for public review, as required, 30 days prior to its proposed approval (the Project households were provided an Advisory Notice regarding the comment period with a copy of the Relocation Plan); and
5. Include written or oral comments concerning the Plan as an attachment (**Exhibit F**) when it is forwarded to the HACLA Board of Commissioners and the Community Development Department of the State of California (HCD) for approval.

F. PROJECTED DATE OF DISPLACEMENT

Date specific 90-Day Vacate Notices will be issued to the eligible Project households no earlier than late **May 2022**.

G. ESTIMATED RELOCATION COSTS

The total budget estimate for tenant relocation benefits payments for this Project, including a 10% contingency, is **\$415,000** (rounded).

Relocation benefits will be paid with Homekey funds and HACLA's own reserve funds. The estimated relocation budget does not include any payments related to property acquisition.

If the Project is implemented, and circumstances arise that should change either the number of residential occupants and/or the amount of relocation benefits' entitlements estimated, the HACLA will authorize any additional funds that may need to be appropriated. The HACLA pledges to appropriate, on a timely basis, the funds necessary to ensure the successful completion

of the Project, including funds necessary for LRH as indicated in Section IV, E, of this Plan to meet its obligation under the relocation regulations.

EXHIBIT A

HUD INCOME LIMITS – LOS ANGELES COUNTY

The following figures are approved by the U. S. Department of Housing and Urban Development (HUD) for use in the **County of Los Angeles** to define and determine housing eligibility by income level.

Area Median Income: \$97,900			
Family Size	Extremely Low	Very Low	Lower
1 Person	23,700	39,450	63,100
2 Person	27,050	45,050	72,100
3 Person	30,450	50,700	81,100
4 Person	33,800	56,300	90,100
5 Person	36,550	60,850	97,350
6 Person	39,250	65,350	104,550
7 Person	41,950	69,850	111,750
8 Person	44,650	74,350	118,950

Figures are per the Department of Housing and Urban Development (California), **updated in April 2021.**

EXHIBIT B

INFORMATIONAL STATEMENT

**Relocation Assistance
Informational Statement
for Families and Individuals**

(Federal)

Displacing Agency:
Housing Authority of the City of Los Angeles

Project Name:
5050 W. Pico

Displacing Agency Representative:
OPC
5000 Airport Plaza Drive, Suite 250
Long Beach, CA 90815
Phone: 800.400.7356

Informational Statement Content:

1. General Information
2. Assistance In Locating A Replacement Dwelling
3. Moving Benefits
4. Replacement Housing Payment - Tenants And Certain Others
5. Section 8 Tenants
6. Qualification For And Filing Of Relocation Claims
7. Last Resort Housing Assistance
8. Rental Agreement
9. Evictions
10. Appeal Procedures – Grievance
11. Tax Status of Relocation Benefits
12. Legal Presence Requirement
13. Non-Discrimination and Fair Housing
14. Additional Information And Assistance Available

Spanish speaking agents are available. Si necesita esta información en español, por favor llame a su agente.

Informational Statement for Families and Individuals

(Federal)

1. GENERAL INFORMATION

The dwelling in which you now live is in a project area to be improved by, or financed through, the Displacing Agency using federal funds. If and when the project proceeds, and it is necessary for you to move from your dwelling, you may be eligible for certain benefits. You will be notified in a timely manner as to the date by which you must move. Please read this information, as it will be helpful to you in determining your eligibility and the amount of the relocation benefits you may receive under the federal law. You will need to provide adequate and timely information to determine your relocation benefits. The information is voluntary, but if you don't provide it, you may not receive the benefits or it may take longer to pay you. We suggest you save this informational statement for reference.

The Displacing Agency has retained the professional firm of **OPC** to provide relocation assistance to you. The firm is available to explain the program and benefits. Their address and telephone number is listed on the cover.

PLEASE DO NOT MOVE PREMATURELY. THIS IS NOT A NOTICE TO VACATE YOUR DWELLING. However, if you desire to move sooner than required, you must contact your representative with OPC, so you will not jeopardize any benefits. This is a general informational brochure only and is not intended to give a detailed description of either the law or regulations pertaining to the Displacing Agency's relocation assistance program.

Please continue to pay your rent to your current landlord, otherwise you may be evicted and jeopardize the relocation benefits to which you may be entitled to receive. Once the Displacing Agency acquires the property, you will also be required to pay rent to the Displacing Agency.

2. ASSISTANCE IN LOCATING A REPLACEMENT DWELLING

The Displacing Agency, through its representatives, will assist you in locating a comparable replacement dwelling by providing referrals to appropriate and available housing units. You are encouraged to actively seek such housing yourself. When a suitable replacement dwelling unit has been found, your relocation agent will carry out an inspection and advise you as to whether the dwelling unit meets decent, safe and sanitary housing requirements. A decent, safe and sanitary housing unit provides adequate space for its occupants, proper weatherproofing and sound heating, electrical and plumbing systems. Your new dwelling must pass inspection before relocation assistance payments can be authorized.

3. MOVING BENEFITS

If you must move as a result of displacement by the Displacing Agency, you will receive a payment to assist in moving your personal property. The actual, reasonable and necessary expenses for moving your household belongings may be determined based on the following methods:

- A Fixed Moving Payment based on the number of rooms you occupy (see below); **or**
- A payment for your Actual Reasonable Moving and Related Expenses based on at least two written estimates and receipted bills; **or**
- A combination of both (in some cases).

For example, you may choose a Self-Move, receiving a payment based on the Fixed Residential Moving Cost Schedule shown below, plus contract with a professional mover to transport your grand piano and /or other items that require special handling. In this case, there may be an adjustment in the number of rooms which qualify under the Fixed Residential Moving Cost Schedule.

A. Fixed Moving Payment (Self-Move)

A Fixed Moving Payment is based upon the number of rooms you occupy and whether or not you own your own furniture. The payment is based upon a schedule approved by the Displacing Agency, and ranges, for example, from \$475.00 for one furnished room to \$2,505.00 for eight rooms in an unfurnished dwelling. (For details see the table). Your relocation agent will inform you of the amount you are eligible to receive, if you choose this type of payment.

If you select a fixed payment, you will be responsible for arranging for your own move, and the Displacing Agency will assume no liability for any loss or damage of your personal property. A fixed payment also includes utility hook-ups and other related moving fees.

Fixed Moving Schedule CALIFORNIA (Effective 2021)	
Occupant Owns Furniture:	
1 room	\$780
2 rooms	\$1,000
3 rooms	\$1,250
4 rooms	\$1,475
5 rooms	\$1,790
6 rooms	\$2,065
7 rooms	\$2,380
8 rooms	\$2,690
Each additional room	\$285
Occupant does NOT Own Furniture:	
1 room	\$510
Each additional room	\$100

B. Actual Moving Expense (Commercial Move)

If you wish to engage the services of a licensed commercial mover and have the Displacing Agency pay the bill, you may claim the ACTUAL cost of moving your personal property up to 50 miles. Your relocation agent will inform you of the number of competitive moving bids (if any) which may be required, and assist you in developing a "mover" scope of services for Displacing Agency approval.

4. REPLACEMENT HOUSING PAYMENT – TENANTS AND CERTAIN OTHERS

You may be eligible for a payment up to \$7,200.00 (payment may be larger under Last Resort Housing) to assist in renting or purchasing a comparable replacement dwelling. To qualify, you must be a tenant who has occupied the present dwelling for at least 90 days immediately prior to the initiation of negotiations.

A. Rental Assistance. If you **wish to rent** your replacement dwelling, your maximum rental assistance benefits will be based upon the difference over a forty-two (42) month period between the rent you must pay for a comparable replacement dwelling and the lesser of your current rent or thirty percent (30%) of your monthly household income if your total gross income is classified as "low income" by the U. S. Department of Housing and Urban Development's (HUD) Annual Survey of Income Limits for Public Housing and Section 8 Programs. You will be required to provide your relocation agent with monthly rent and household income verification prior to the determination of your eligibility for this payment.

- OR -

B. Down-payment Assistance. If you qualify, and **wish to purchase** a home as a replacement dwelling, you can apply up to the total amount of your rental assistance payment towards the down-payment and non-recurring incidental expenses. Your relocation agent will clarify procedures necessary to apply for this payment.

5. SECTION 8 TENANTS

When you do move, you may be eligible to transfer your Section 8 eligibility to a replacement site. In such cases, a comparable replacement dwelling will be determined based on your family composition at the time of displacement and the current housing program criteria. This may not be the size of the unit you currently occupy. Your relocation agent will provide counseling and other advisory services along with moving benefits.

6. QUALIFICATION FOR, AND FILING OF, RELOCATION CLAIMS

To qualify for a Replacement Housing Payment, you must rent or purchase and occupy a comparable replacement unit **within one year from the following:**

- For a tenant, the date you move from the displacement dwelling.
- For an owner-occupant, the latter of:
 - a. The date you receive final payment for the displacement dwelling, or, in the case of condemnation, the date the full amount of estimated just compensation is deposited in court; **or**
 - b. The date the Displacing Agency fulfills its obligation to make available comparable replacement dwellings.

All claims for relocation benefits must be filed with the Displacing Agency **within eighteen (18) months** from the date on which you receive final payment for your property, or the date, on which you move, whichever is later.

7. LAST RESORT HOUSING ASSISTANCE

If comparable replacement dwellings are not available when you are required to move, or if replacement housing is not available within the monetary limits described above, the Displacing Agency will provide Last Resort Housing assistance to enable you to rent or purchase a replacement dwelling on a timely basis. Last Resort Housing assistance is based on the individual circumstances of the displaced person. Your relocation agent will explain the process for determining whether or not you qualify for Last Resort assistance.

If you are a tenant, and you choose to purchase rather than rent a comparable replacement dwelling, the entire amount of your rental assistance and Last Resort eligibility must be applied toward the down-payment and eligible incidental expenses of the home you intend to purchase.

8. RENTAL AGREEMENT

As a result of the Displacing Agency's action to purchase the property where you live, you may become a tenant of the Displacing Agency. If this occurs, you will be asked to sign a rental agreement which will specify the monthly rent to be paid, when rent payments are due, where they are to be paid and other pertinent information.

9. EVICTIONS

Eviction for cause must conform to applicable State and local law. Any person who lawfully occupies the real property on the date of initiation of negotiations, is presumed to be entitled to relocation benefits, unless the Displacing Agency determines that:

- The person received an eviction notice prior to the initiation of negotiations and, as a result, was later evicted; or
- The person is evicted after the initiation of negotiations for serious or repeated violation of material terms of the lease; and
- The eviction was not undertaken for the purpose of evading relocation assistance regulations.

Except for the causes of eviction set forth above, no person lawfully occupying property to be purchased by the Displacing Agency will be required to move without having been provided with at least 90 days written notice from the Displacing Agency.

10. APPEAL PROCEDURES - GRIEVANCE

Any person aggrieved by a determination as to eligibility for, or the amount of, a payment authorized by the Displacing Agency's Relocation Assistance Program may have the appeal application reviewed by the Displacing Agency in accordance with its appeals procedure. Complete details on appeal procedures are available upon request from the Displacing Agency.

11. TAX STATUS OF RELOCATION BENEFITS

California Government Code Section 7269 indicates no relocation payment received shall be considered as income for the purposes of the Personal Income Tax Law, Part 10 (commencing with Section 170 01) of Division 2 of the Revenue and Taxation Code, or the Bank and Corporation Tax law, Part 11 (commencing with Section 23001) of Division 2 of the Revenue and Taxation Code. Furthermore, federal regulations (49 CFR Part 24, Section 24.209) also indicate that no payment received under this part (Part 24) shall be considered as income for the purpose of the Internal Revenue Code of 1954, which has been redesignated as the Internal Revenue Code of 1986. The preceding statement is not tendered as legal advice in regard to tax consequences, and displacees should consult with their own tax advisor or legal counsel to determine the current status of such payments.

(IRS Circular 230 disclosure: To ensure compliance with requirements imposed by the IRS, we inform you that any tax advice contained in this communication (including any attachments) was not intended or written to be used, and cannot be used, for the purpose of (i) avoiding tax-related penalties under the Internal Revenue Code or (ii) promoting marketing or recommending to another party any matters addressed herein)

12. LAWFUL PRESENCE REQUIREMENT

In order to be eligible to receive relocation benefits in federally funded relocation projects, all members of the household to be displaced must provide information regarding their lawful presence in the United States. Any member of the household who is not lawfully present in the United States or declines to provide this information may be denied relocation benefits, unless such ineligibility would result in an exceptional and extremely unusual hardship to the alien's spouse, parent, or child, any of whom is a citizen or an alien admitted for permanent residence. Exceptional and extremely unusual hardship is defined as significant and demonstrable adverse impact on the health or safety, continued existence of the family unit, and any other impact determined by the Displacing Agency to negatively affect the alien's spouse, parent or child. Relocation benefits will be prorated to reflect the number of household members with certified lawful presence in the US.

There is no legal presence requirement in order to be eligible for relocation assistance under the State Relocation Program, and all eligible Project occupants will be offered assistance under the State relocation program regardless of immigration status.

13. NON-DISCRIMINATION AND FAIR HOUSING

No person shall on the grounds of race, color, national origin or sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under the Displacing Agency's relocation assistance program pursuant to Title VI of the Civil Rights Act of 1964, Title VIII of the Civil Rights Act of 1968, and other applicable state and federal anti-discrimination and fair housing laws. You may file a complaint if you believe you have been subjected to discrimination. For details contact the Displacing Agency.

14. ADDITIONAL INFORMATION AND ASSISTANCE AVAILABLE

Those responsible for providing you with relocation assistance hope to assist you in every way possible to minimize the hardships involved in relocating to a new home. Your cooperation will be helpful and greatly appreciated. If you have any questions at any time during the process, please do not hesitate to contact your relocation agent at OPC.

EXHIBIT C

GENERAL INFORMATION NOTICE



General Information Notice

Residential Occupant to Be Displaced

January __, 2022

<<NAME>> and All Other Occupants
5050 W. Pico Boulevard, Unit ____
Los Angeles, CA 90019

Dear Occupants:

The Housing Authority of the City of Los Angeles (called here the "Displacing Agency") is interested in redeveloping the property you currently occupy at **5050 W. Pico Boulevard, Los Angeles, CA 90019** for the **5050 W. Pico Project** (Project). This notice is to inform you of your rights under Federal and or State law. If the Displacing Agency moves forward with the Project, and you are displaced for the Project, you will be eligible for relocation assistance under the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (URA), as amended and California Relocation Assistance Law (Sec 7260 et. seq. of the CA Government Code.

However, you do not have to move now.
This is not a notice to vacate the premises or a notice of relocation eligibility.

The Displacing Agency has retained the professional firm of **Overland, Pacific & Cutler, LLC (OPC)** to represent the Agency and assist in the relocation process.

If you rent your unit, you should continue to pay your monthly rent to your landlord because failure to pay rent and meet your obligations as a tenant may be cause for eviction and loss of relocation assistance. You are urged not to move or sign any agreement to purchase or lease a unit before receiving formal notice of eligibility for relocation assistance. If you move or are evicted before receiving such notice, you will not be eligible to receive relocation assistance. Please contact us before you make any moving plans.

If the Displacing Agency displaces you, and you are eligible for relocation assistance, you will be given advisory services, including referrals to replacement housing, and at least 90 days advance written notice of the date you will be required to move. You would also receive a payment for moving expenses and may be eligible for financial assistance to help you rent or buy a replacement dwelling. Any person aggrieved by a determination as to eligibility for, or the amount of, a payment authorized by the Displacing Agency's Relocation Assistance Program may have the appeal application reviewed by the Displacing Agency in accordance with its appeals procedure. Complete details on appeal procedures are available upon request from the Displacing Agency.

Note that pursuant to 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. However, the Displacing Agency will provide relocation assistance to otherwise eligible tenants with non-federal funds.

Again, this is not a notice to vacate and does not establish eligibility for relocation payments or other relocation assistance. If the Displacing Agency decides not to purchase the property, you will be notified in writing.

If you have any questions about this or any other relocation issues, please contact me at the address and the phone number below.

Sincerely,

<<NAME>>
PROJECT MANAGER
Overland, Pacific & Cutler, LLC
(562) 855-3152

Received by

Delivered on/by: _____/_____

X _____
Recipient's Signature

Posted on/by: _____/_____

Date

Mailed/receipt received on: _____/_____

EXHIBIT D

NOTICE OF ELIGIBILITY

Notice of Eligibility

<<DATE>>

<<NAME>>

5050 W. Pico Boulevard, Unit ____
Los Angeles, CA 90019

Dear <<NAME>>:

The Housing Authority of the City of Los Angeles (called here "HACLA") is proceeding with the project known as the **5050 W. Pico Project** located at **5050 W. Pico Boulevard, Los Angeles, CA 90019**.

You will not be required to move without at least 90 days advance written notice of the day by which you must vacate. However, you can contact us at any time for assistance with your move and to receive the benefits for which you are eligible.

This is a notice of eligibility for relocation assistance. You are eligible for relocation assistance and benefits under HACLA's Relocation Assistance Program.

When you do move, and depending on your eligibility for specific programs, you may choose assistance under **either** the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended (URA), **or** the California Code of State Regulations Title 25, Division 1, Chapter 6 (Title 25).

Due to the federal funding of this project, under the URA, persons not lawfully present in the United States are not eligible for relocation payments or advisory assistance, unless such ineligibility would result in an exceptional and extremely unusual hardship to the alien's spouse, parent, or child any of whom is a citizen or an alien admitted for permanent residence. Exceptional and extremely unusual hardship is defined as significant and demonstrable adverse impact on the health or safety, continued existence of the family unit, and any other impact determined by HACLA to negatively affect the alien's spouse, parent or child. Under Title 25, this requirement does not apply.

Therefore, the entitlements stated below under the URA will reflect the number of legally present persons that have been identified in the Certification of Lawful Presence in the U.S. form provided by you, and/or persons for whom a hardship exemption has been approved. Under the URA, there are ____ household members out of the total of ____ who are entitled to assistance and benefits. These eligible household members are <<NAMES>>.

Additional information about your benefits was previously provided to you in the Informational Statement. You are eligible to receive the following benefits:

1. **RELOCATION ADVISORY ASSISTANCE** provided by Overland, Pacific & Cutler, LLC (OPC), a professional firm hired by the HACLA to provide relocation assistance to you, such as referrals to replacement housing and help with filing for benefits.
2. **MOVING EXPENSES:** You will receive a payment to assist in moving your personal property. You may select one of the following payments:

Under the URA

- A. A Fixed Moving Payment based on the number of rooms you occupy (from Informational Statement). Your pro-rated entitlement under this option for ___ rooms is \$_____ (x/x of \$_____) **or**
- B. A payment for your Actual Reasonable Moving and Related Expenses based on at least two written estimates and receipted bills; prorated to reflect the number of eligible household members **(X/X); or**
- C. A combination of both (in some cases).

Under Title 25

- A. A Fixed Moving Payment based on the number of rooms you occupy (from Informational Statement). Your entitlement under this option for ___ rooms is \$_____ ; **or**
 - B. A payment for your Actual Reasonable Moving and Related Expenses based on at least two written estimates and receipted bills; **or**
 - C. A combination of both (in some cases).
3. **REPLACEMENT HOUSING ASSISTANCE:** You are eligible for a replacement housing payment to rent or purchase a replacement home. The payment will be based on several factors, including the cost of a "comparable replacement dwelling" and your average household income.

You are entitled to choose a replacement housing payment under the URA or Title 25. These two options are explained below.

A. Replacement Housing Assistance Under the URA

If you choose assistance under the URA and rent replacement housing, you may file a claim for a **RENTAL ASSISTANCE** payment, equal to the difference between the monthly rent and utilities necessary to rent a comparable replacement dwelling (as determined by HACLA) and the base monthly rent, multiplied by 42 months (see table below).

A study was completed to determine the cost of a comparable replacement dwelling for eligible occupants most nearly representative of your current dwelling. The study indicated that the dwelling located at <<**ADDRESS**>> with a monthly rent and estimated utilities of \$_____ (rent of \$_____ and utilities of \$_____) was the most representative of your current dwelling.

Base monthly rent is defined as the lesser of:

- (1) \$_____, which represents the average monthly rent (\$_____) and average monthly utilities (\$_____) at your displacement dwelling (if you are paying little or no rent, the amount is based on the economic rental value of your dwelling); **or**
- (2) \$_____, which represents thirty (30) percent of your gross monthly household income if your household income is classified as "low income" by the U. S. Department of Housing and Urban Development's Annual Survey of Income Limits for the Public Housing and Section 8 Programs. (If "N/A", income was not used in the calculation because you have been determined to not be "low income" and/or are a dependent, or the income information provided was insufficient evidence of income.)

Based on the above, your base monthly rent amount is \$_____, and your maximum rental assistance payment is calculated as follows:

Maximum URA Rental Assistance Payment Calculation		
1	Comparable Dwelling Cost	\$
2	Base Monthly Rent	\$
3	Monthly Difference (Line 1 minus Line 2)	\$
4	Maximum payment (difference times 42 months)	\$

Your actual payment depends on the cost of the replacement dwelling you decide to rent. If you rent and occupy a replacement dwelling that rents for **less** than the comparable dwelling, your rental assistance payment will be based on the actual cost of your replacement dwelling. If you rent and occupy a replacement dwelling that rents for **more** than the comparable dwelling, your rental assistance payment will be limited by the cost of the comparable dwelling.

Please find attached a listing of available comparable replacement dwellings that you may want to consider renting that reflect replacement housing needs under the URA. If you need any assistance or transportation to inspect these referrals, please contact the relocation agent identified below.

B. Replacement Housing Assistance Under Title 25

If you choose assistance under the State Regulations and rent replacement housing, you may file a claim for a **RENTAL ASSISTANCE** payment, equal to the difference between the monthly rent and utilities necessary to rent a comparable replacement dwelling (as determined by HACLA) and the base monthly rent, multiplied by 42 months.

A study was completed to determine the cost of a comparable replacement dwelling for eligible occupants most nearly representative of your current dwelling. The study indicated that the dwelling located at <<ADDRESS>> with a monthly rent and estimated utilities of \$_____ (rent of \$_____ and utilities of \$_____) was the most representative of your current dwelling.

Base monthly rent is defined as the lesser of:

- (1) \$_____, which represents the average monthly rent (\$_____) and average monthly utilities (\$____) at your displacement dwelling (if you are paying little or no rent, the amount is based on the economic rental value of your dwelling); **or**
- (2) \$_____, which represents thirty (30) percent of your gross monthly adjusted household income (If "N/A", income was not used in the calculation because it has been determined the income information provided was insufficient evidence of income.)

Based on the above, your base monthly rent amount is \$_____ and your maximum rental assistance payment is calculated on the following page:

Maximum Rental Assistance Payment Calculation		
1	Comparable Dwelling Cost	\$
2	Base Monthly Rent	\$
3	Monthly Difference (Line 1 minus Line 2)	\$
4	Maximum payment (difference times 42 months)	\$

Your actual payment depends on the cost of the replacement dwelling you decide to rent. If you rent and occupy a replacement dwelling that rents for **less** than the comparable dwelling, your rental assistance payment will be based on the actual cost of your replacement dwelling. If you rent and occupy a replacement dwelling that rents for **more** than the comparable dwelling, your rental assistance payment will be limited by the cost of the comparable dwelling.

If you BUY replacement housing (Downpayment Assistance)

You may use the amount of your rental assistance payment under the URA or Title 25 for down payment assistance. Should you choose to buy (rather than rent) a decent, safe and sanitary replacement home under the URA or Title 25, you may use the full amount of your rental assistance payment (\$_____), as calculated above for a down payment and incidental expenses (typically known as "closing costs") associated with the purchase of a replacement dwelling. Under the URA or Title 25, you are not limited in the type of home you choose.

If you have received any amount as rental supplements, then those amounts will be deducted from all eligible down payment calculations. Let us know if you would prefer to buy a replacement home, and we will help you find such housing.

To be eligible for a replacement housing payment described above, you must rent or purchase and occupy a decent, safe and sanitary replacement dwelling **within 12 months**, as well as file claims for replacement housing or moving payments **within 18 months** from the date you move from your displacement dwelling. **Failure to occupy the replacement dwelling or to submit claims within the above time limits could result in loss of moving and/or replacement housing benefits.**

You do not have to accept any dwelling referred to you by HACLA. You may choose your own replacement, but to qualify for relocation assistance payments it must first be inspected to assure that it meets the "decent, safe and sanitary" standards. For this reason, **DO NOT MOVE from your home and DO NOT CONTRACT to rent or purchase a replacement dwelling without first contacting your relocation agent.** The "decent, safe and sanitary" inspection is **not** a substitute for a professional housing inspection.

The Relocation Assistance Program is very complex. It is important that you carefully read and understand the matters explained in this notice and in the Informational Statement which was provided to you.

Any person aggrieved by a determination as to eligibility for, or the amount of, a payment authorized by HACLA's Relocation Assistance Program may have the appeal application reviewed by HACLA in accordance with its appeals procedure. Complete details on appeal procedures are available upon request from your relocation agent.

If at any time you have questions or need assistance, please contact your relocation agent:

<<NAME>>
<<ADDRESS>>
<<PHONE>>

Sincerely,

Attachment (referrals)

EXHIBIT E

NOTICE TO VACATE

90-Day Notice to Vacate

<<DATE>>

<<NAME>>

5050 W. Pico Boulevard, Unit ____
Los Angeles, CA 90019

Dear <<NAMES>>:

The Housing Authority of the City of Los Angeles (called here the "HACLA") acquired the property which you occupy at 5050 W. Pico Boulevard, Los Angeles, CA 90019 (called here the "Premises"). HACLA has now determined that it will be necessary for you to vacate the Premises.

Notice is hereby given that HACLA elects to terminate your tenancy beginning <<DATE>> and ending <<DATE>>, and you are hereby to quit and deliver up possession of the property you occupy on or before <<DATE>>. If you do not vacate the Premises by that date, HACLA will initiate legal proceedings to recover possession of the Premises, along with any rents and damages.

During this period, **OPC** will be available to provide assistance with referrals to replacement sites, coordination with movers and other vendors, the processing of relocation benefit claim forms, and other tasks to help facilitate your relocation. Please contact your relocation agent listed below if you have any questions regarding this notice or the relocation process. Upon vacating your unit, you are responsible for removing all of your personal property, delivering the Premises in satisfactory condition and turning in the keys to your relocation agent.

Sincerely,

Received by

X_____
Recipient's Signature

Date

Delivered on/by: _____/_____

Posted on/by: _____/_____

Mailed/receipt received on: _____/_____

EXHIBIT F

PUBLIC COMMENTS & RESPONSES

The Project households were provided with an Advisory Notice regarding the 30-day public review and comment period for the Relocation Plan and a copy of the Relocation Plan. No comments were received during the comment period between **Tuesday, April 12, 2022 - Wednesday, May 11, 2022.**