# THE BRIDGES AT WOODCREEK OAKS CONDOMINIUM CONVERSION PROJECT

### TENANT RELOCATION ASSISTANCE PLAN



# Prepared for:

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#### INTRODUCTION

ConAm Bridges, LLC (the "Company") is in the process of complying with the various state and local legal requirements that apply to the proposed condominium conversion of The Bridges at Woodcreek Oaks Apartment complex in the City of Roseville (the City). Among the local requirements are those expressed in Title 19 (Zoning) of the Roseville Municipal Code (the Code). Code section 19.58.050 lays out the required contents of the Condominium Conversion Application, one of which is a Tenant Relocation Assistance Plan. Code section 19.58.070 (see **Exhibit A**) details the specific requirements of the tenant relocation plan and provides the basis for the following document.

The Company provided the required 60-Day Notice of Intent to Convert and has made all residents aware that there is no need to vacate presently and that notices to vacate will only be issued in accordance with State and City requirements. Additionally residents have been notified that they will be afforded the opportunity to purchase their unit at a price equal or lower than offered to the general public.

The objectives of the Company are to meet all of its legal responsibilities associated with the conversion application process and to assure the City and The Bridges of Woodcreek Oaks Apartment residents that the company will extend every effort and courtesy it can to minimize the disruption of the relocation process. The company realizes it has a special obligation to low income, elderly, families with children in grades K through 12, and permanently disabled households and will act, as required, to provide the special protections called for in the Municipal Code. The company also provides that tenants who agree to purchase their units will be offered incentives as described under Section E.

# A. PROJECT LOCATION

The Bridges of Woodcreek Oaks Condominium Conversion Project is located in the City of Roseville at 7950 Foothills Boulevard, Roseville, CA 95747.



Figure 1: Regional Project Location

#### **B. TENANT PROFILE**

The current rent roll was processed to gather demographic data necessary to identify households that might qualify for special assistance under the Municipal Code, and to become acquainted with tenants' re-housing requirements and preferences.

As of the 9/1/04 Tentative Map Submittal there were 183 households renting units at The Bridges, establishing these as eligible for cash assistance.

#### 1. Demographic Data

- a. Total Occupant Population 331
- b. Adults/Children 273/58
- c. Income Breakdown: (See **Exhibit C** 2004 Income Limits)

Income Levels of Residential Households					
Extremely Low	Very Low	Lower	Median	Moderate	High
0	2	13	67	73	28

<b>Project Rents</b>			
<b>Number of Bedrooms</b>	One	Two	Three
<b>Market Rent Range</b>	\$876.	\$1,111.	\$1,500
Average (rounded)	\$876.	\$1,111.	\$1,500

#### 2. Special Assistance Households

The Municipal Code requires enhanced assistance to those households with any of the following four characteristics: a) gross yearly incomes of 80% or less of the County or the Sacramento Primary Metropolitan Statistical Area Median Income; b) a household member with permanent disabilities; c) an elderly household member 60 years of age or older or; d) families with children in grades K through 12. According to these criteria, there are 12 senior households, one of which is lower income and one of which is disabled, 1 non-low income

disabled household, 13 non-senior low income households 58 households with children in grades K through 12 (12 of which are low or lower income) which potentially qualify for enhanced assistance.

### 3. Replacement Housing Needs

Eligible households currently occupy 56 one-bedroom, 97 two-bedroom and 30 three-bedroom units. There are no households receiving Section 8 assistance through the Roseville Housing Authority.

#### C. THE RELOCATION ASSISTANCE PROGRAM

The relocation assistance program for the Project conforms to the requirements of the Municipal Code. Assistance will be provided as shown in the table below to 4 groups of individuals. To qualify for assistance all households must be residents of The Bridges at the time the Conversion Application is approved.

GROUP	BENEFIT
Non-low income households	A displacement payment equal in amount to two months rent plus the security deposit amount paid by the tenant for the existing apartment unit and 12 month rent differential, if applicable.
Non-senior low income or disabled households	A displacement payment equal in amount to two months rent plus the security deposit amount paid by the tenant for the existing apartment unit, and a 12 month lease in unit being converted or a 12 month lease at a replacement site plus the rent differential if offsite housing is more expensive.
<ul> <li>Permanently disabled tenants that are sixty (60) years of age or older.</li> <li>Low income tenants that are sixty (60) years of age or older.</li> </ul>	A lifetime lease at The Bridges starting at current rent and adjusted according to HUD Section 8 criteria.
Families with children in grades K through 12	A displacement payment equal in amount to two months rent plus the security deposit amount paid by the tenant for the existing apartment unit and a 12 month rent differential if off-site housing is more expensive In addition, households that fall into this category will not be required to vacate during the school year.

#### 1. Referral Assistance

Prior to, or upon issuance of the 60 Day Notice-to-Vacate, a referral list of available apartment units will be distributed to each eligible household. The referral list will provide addresses, contact names, bedroom size, rental amount, lease terms and a description of amenities, if available. Staff will be available on-site at The Bridges of Woodcreek Oaks complex to assist residents in the process of locating and securing units. There are no Section 8 recipients requiring assistance through the Housing Agency.

#### 2. Displacement Payments

Displacement payments will be disbursed in a lump sum upon confirmation that a replacement unit has been secured.

#### 3. Deposits

The full amount of the security deposit paid by the tenant for the existing apartment will be refunded in full to the tenant upon vacation of the unit.

#### 4. Rent Differential

A household may qualify for a rent differential payment if it is determined that comparably priced, similar sized housing is unavailable to that household after service of the 60 Day Notice-to-Vacate and before the household commits to rent a replacement unit. Rent differential amounts will reflect the lesser difference between the monthly rent for an available referral unit and the actual new rent of the replacement dwelling. Rent differential payments will be calculated over a 12-month period and paid in a lump sum following vacating of The Bridges at Woodcreek Oaks unit. Claim for rent differential assistance will have to be made prior to vacating the Bridges unit.

#### D. REPLACEMENT HOUSING RESOURCES

Replacement housing resources in the Roseville/Rocklin area were surveyed in late July, 2004. As the data presented in the table below shows, there may be a need for 12 months of differential housing supplement for some unit types.

Availability and Cost of Replacement Rental Housing – Roseville/Rocklin Area				
<b>Bedroom Size</b>	One	Two	Three	
# Found (# needed)	67 (56)	79 (97)	24 (30)	
Rent Range	\$885 - \$1,040	\$1,076 - \$1,295	\$1,244 - \$1,570	
<b>Market Median Rent</b>	\$955	\$1,225	\$1,350	

#### E. OWNERSHIP INCENTIVES

The Company will make available to residents who choose to purchase their units the sum of \$5,000. This sum may be used as a buy-down, as a reduction in down payment or a reduced purchase price.

#### **EXHIBITS**

Exhibit A: Roseville Municipal Code

Exhibit B: Notices to Tenants

Exhibit C: 2004 Income Limits – County of Placer

#### F. CONCLUSION

The Company recognizes its obligations pursuant to Roseville Municipal Code Section 19.058.070 and has fashioned a tenant assistance program, which complies with the spirit and intent of the Code. The resident data for the Bridges at Woodcreek Oaks complex has been reviewed to determine eligibility for benefits and residents have been apprised of their rights to pursue a purchase of a converted unit in the complex. The tenant assistance program provides for coordination and counseling services as well as potential financial benefits to offset increases in monthly rent. One lower income senior household and one senior handicap family is eligible for lifetime assistance because of qualifying conditions. Replacement housing resource data obtained as recently as the end of July, 2004 suggest there will be more than sufficient units available to meet the needs of The Bridges at Woodcreek Oaks residents.

# EXHIBIT A

ROSEVILLE MUNICIPAL CODE

# EXHIBIT B. NOTICES TO TENANTS

# EXHIBIT C.

# UNITED STATES DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT INCOME LEVELS FOR PLACER COUNTY TO DETERMINE HOUSING ELIGIBILITY