



**Sacramento
Housing &
Redevelopment
Agency**

**REPORT TO REDEVELOPMENT AGENCY
City of Sacramento
915 I Street, Sacramento, CA 95814-2671
www.CityofSacramento.org**

Consent
May 13, 2008

Honorable Chair and Members of the Redevelopment Agency

Title: Approval of Loan Commitment and Relocation Plan for Greystone Apartments

Location/Council District: 3545 41st Street/Franklin Redevelopment Area, County District 2

Recommendation: Adopt a **Redevelopment Agency Resolution** a) approving a loan commitment from Tax Increment (TI) funds and County Home Investment Partnership (HOME) funds for a Sacramento Housing and Redevelopment Agency (Agency) loan of up to \$4,170,000 for Greystone Apartments; b) approving the Relocation Plan for Greystone Apartments , c) delegating authority to the Redevelopment Agency of the County to enter in to and execute an Owners Participation Agreement with Avalon Communities, LLC and DAVCO Communities, LLC, or related entity; and d) authorizing the Interim Executive Director or her designee to execute the attached commitment letter.

Contact: Lisa Bates, Deputy Executive Director, 440-1330, Christine Weichert, Assistant Director, Housing and Community Development, 440-1353

Presenters: N/A

Department: Sacramento Housing and Redevelopment Agency

Description/Analysis

Issue: Greystone Apartments is a 120-unit multifamily complex located on 4.15 acres at 3545 41st Avenue, in the Franklin Boulevard Redevelopment Area. The property was developed in 1964 and is located near transit, parks, shopping, and schools. The project currently consists of 120 two-bedroom units in thirty two-story buildings. The project will consist of 24 very low-income units affordable to

Approval of Agency Loan Commitment and Relocation Plan for Greystone Apartments

families at or below 50 percent of Area Median Income (AMI), 95 low-income units affordable to families at or below 60 percent of AMI, and one manager's unit. One of the two-bedroom units is currently a manager's unit, another is used as a leasing office and another is used for maintenance and storage. Amenities include a gated entry and a laundry room. The wood frame buildings are constructed with raised wood floors on concrete foundations, stucco siding and single-pane windows. All the roofs are flat and of undeterminable age. Units have individual wall air conditioning units and gas wall heaters.

The renovations will be substantial and include removal and replacement of the exterior stucco, upgrades to the drainage and irrigation systems, installation of central heat and air conditioning, and construction of pitched roofs at the entrance of the complex. In addition, a new resident community center will be constructed and an adjacent playground will be installed. These improvements will create a complex that is visually more appealing and functionally improved, increasing its current marketability and having a positive impact on the surrounding neighborhood.

This report recommends approval of a \$4,170,000 loan commitment consisting of \$1,000,000 in Franklin Boulevard Low/Moderate Tax Increment (TI) funds, \$350,000 in County Aggregated TI funds, \$1,320,000 in 2008 County Housing Aggregated Taxable TARB funds and \$1,500,000 in County HOME funds for the acquisition, rehabilitation and permanent financing of the Greystone Apartments. The project is proposed to be additionally funded with tax-exempt mortgage revenue bonds issued by the County Housing Authority, 4% Low Income Housing Tax Credits (LIHTC's) and a deferred developer fee.

The Agency loan will be partially funded from TI funds. These funds require an executed Owner Participation Agreement (OPA) with the partnership that will own and operate the project. Staff will return to the Redevelopment Agency of the County for approval of the OPA after the Developer has secured his bond and tax credit allocations.

Further background on the project developer and the property are included as Attachment 1. A vicinity map, location map and a partial site plan are included as Attachments 2, 3 and 4 respectively. Proposed elevations of the new community room are included in Attachment 5. A project summary, including a proposed sources and uses of funds, is included as Attachment 6. A project cash flow proforma and a schedule of maximum rents and incomes for the project are included as Attachments 7 and 8.

Approval of Agency Loan Commitment and Relocation Plan for Greystone Apartments

Policy Considerations: While the recommended actions are consistent with approved Agency tax-exempt bond and multi-family loan policies, it is recommended that the term of the Agency loan will be extended to be consistent with the term of the senior loan. The proposed actions further the Agency goal to eliminate blight, promote private sector investment and the rehabilitation of affordable housing in the Franklin Boulevard Redevelopment Area. Regulatory restrictions on the property will be specified in bond and loan regulatory agreements with the Housing Authority and the Agency, respectively. Compliance with the regulatory agreements will be monitored by the Agency on a regular basis. As an affordable housing project, Greystone Apartments is exempt from the Art in Public Places requirement.

Environmental Considerations: The proposed action is exempt from environmental review under California Environmental Quality Act (CEQA) Guidelines Sections 15310 and 15301(a) and (d) which exempts bond and loan financing and rehabilitation of existing facilities where the use remains unchanged. The project consists of the rehabilitation of a multi-family residential complex in which the unit density will not be changed and the estimated cost of rehabilitation is less than 75 percent of the total estimated cost of replacement after rehabilitation. Therefore, the proposed action is categorically excluded from environmental review under the National Environmental Policy Act (NEPA) pursuant to 24 CFR Section 58.35(a)(3).

Committee/Commission Action: It is anticipated that, at its meeting of May 7, 2008, the Sacramento Housing and Redevelopment Commission will approve the staff recommendation for this item. Staff will report back to the Redevelopment Agency Board in the event that this does not occur.

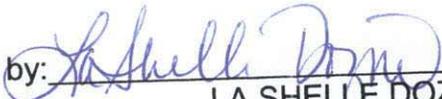
Rationale for Recommendation: The actions recommended in this report further the Agency goal to eliminate blight and promote affordable housing in the Franklin Boulevard Redevelopment Area and enables the Agency to continue to fulfill its mission to provide a range of affordable housing opportunities in the City and County of Sacramento.

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Financial Considerations: Staff recommends approval of an Agency Loan commitment of up to \$4,170,000 from County HOME, Franklin Boulevard Low/Mod TI funds and County Aggregated Low/Mod TI funds and 2008 County Aggregated Housing Taxable TARB funds which will be repaid with interest.

M/WBE Considerations: Minority and Women's Business Enterprise requirements will be applied to all activities to the extent required by federal funding.

Respectfully Submitted by: 
LA SHELLE DOZIER
Interim Executive Director

Recommendation Approved:


RAY KERRIDGE
City Manager

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|------------------------------------|--------|
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Greystone Apartments Project Background Information

The Developer, Avalon Communities, LLC and DAVCO Communities, LLC, proposes to acquire and rehabilitate Greystone Apartments, an existing 112-unit market rate apartment complex at 3545 41st Avenue. The Developer is requesting issuance of up to \$10,000,000 in tax-exempt mortgage revenue bonds and a \$4,170,000 Agency loan for the acquisition and rehabilitation of Greystone Apartments. The loan will be contingent upon the allocation of mortgage revenue bonds and 4% Low-Income Housing Tax Credits to the project.

Description of Development: Greystone Apartments is a 120-unit multifamily complex located on 4.15 acres at 3545 41st Avenue, in the Franklin Boulevard Redevelopment Area. The property was developed in 1964 and is located near transit, parks, shopping, and schools. This apartment complex is located in the heart of “the Avenues”; an area known for its multitude of multi-family complexes facing serious social and physical blight. County and SHRA staff are working closely to comprehensively address the challenges facing the neighborhood including crime related issues, infrastructure needs (lighting etc.), code violations and housing related issues (including addressing boarded/abandoned units). The rehabilitation of this apartment complex fits into the above strategy of rehabilitating multi-family complexes and providing quality property management to stabilize and revitalize the area.

In this same vicinity, SHRA and County staff are working with numerous non-profit agencies to establish the 41st Avenue Community Center to provide health and social services to South Sacramento residents including the day laborer community. Services will include counseling for youth and their families, medical and dental clinics, WIC nutrition services, money management, career development workshops, and literacy programs. Residents of the apartment complex will be able to utilize these services located in close proximity to their residence.

The project currently consists of 120 two-bedroom units in thirty two-story buildings. One of the two-bedroom units is currently a manager’s unit, another is used as a leasing office and another is used for maintenance and storage. Amenities include a gated entry and a laundry room. The wood frame buildings are constructed with raised wood floors on concrete foundations, with stucco siding and single-pane windows. All the roofs are flat and of undeterminable age. Units have individual wall air conditioning units and gas wall heaters.

The renovations will be substantial and include removal and replacement of the exterior stucco, upgrades to the drainage and irrigation systems, installation of central heat and air conditioning, and construction of pitched roofs at the entrance of the complex. In addition a new resident community center will be constructed and an adjacent playground will be installed. These improvements will create a complex that is visually more appealing and functionally improved, increasing its current marketability and having a positive impact on the surrounding neighborhood.

The project will consist of 24 very low-income units affordable to families at or below 50 percent of Area Median Income (AMI), 95 low-income units affordable to families at or below 60 percent of AMI, and one manager's unit. A vicinity map, location map and partial site plan are provided as Attachment I, II and III respectively. Elevations of the proposed new community room are provided in Attachment IV.

Developer: The developer is a partnership of Avalon Communities, LLC, and DAVCO Communities, LLC, real estate development companies that develop and rehabilitate apartments in central and southern California. The combined experience of the developers and their principals include the production 27 affordable projects with more than 3,000 units affordable to low-income households in California. Avalon and DAVCO Communities will partner with Riverside Charitable Corporation, who will serve as a non-profit managing general partner.

Riverside Charitable Corporation has an ownership interest in 91 affordable communities with 8,597 units. Riverside Charitable Corporation currently partners on several properties in Sacramento County, including Vintage at Natomas Field, Terracina Gold Villages 1, 2 & 3, Silverado Creek, Terracina Meadows, Sierra Sunrise Senior and Sierra Sunrise Senior Apartments II.

Social Services: The Social Service Provider contracted to provide social services at the property is Life Skills Training and Educational Programs, Inc. (LifeSTEPS). The service provider will be required to provide 15 hours of services per week. Programs will be tailored to the needs of the residents. Examples of services include after school programs, computer training, English as a Second Language classes and coordinating social activities for the residents.

Property Management: The project will be managed by FPI Management, Inc., which has been providing management services for multifamily housing owners for over 35 years. Currently FPI Management has in its inventory approximately 40,000 units located in California, Nevada, Alaska, Ohio, Virginia and Pennsylvania. The company employs over 1,000 field staff. FPI Management's current portfolio includes luxury and conventional apartment communities, as well as properties developed under affordable housing programs. FPI Management currently manages over 15,000 units in the Sacramento area. Agency staff has reviewed the management plan, including daily operations, leasing procedures, maintenance, and eviction procedures, and has found that the proposed management company meets the Agency's requirements for property management.

Project Financing: The developer has proposed to finance the Greystone Apartments through the issuance of \$10,000,000 in tax-exempt mortgage revenue bonds, low income housing tax credits, and an Agency loan in the amount of \$4,170,000 comprised of \$1,500,000 in County Home Investment Partnership (HOME) funds, \$1,000,000 in Franklin Blvd. Low/Mod Tax Increment Funds and \$1,320,000 in 2008 County Aggregated Housing Taxable TARB funds and \$350,000 in County Aggregate Low/Mod Tax Increment funds. In addition, the developer will make an equity contribution in the form of a deferred developer fee and net operating income during construction. A project summary, including a proposed sources and uses of funds, is included as Attachment V. A cash flow proforma is included as Attachment VI. Due to the use of

Low-Mod Housing Set-Aside funds in this project, an Owner’s Participation Agreement (OPA) is required. Agency will return to obtain approval for the OPA when the bond documents are considered for approval.

Bond Financing: As a public entity, the Housing Authority can issue tax-exempt bonds, the proceeds of which can provide acquisition, construction, and permanent financing for multi-family housing projects. Interest paid on the bonds is exempt from federal and state income tax, so bondholders will accept a below-market yield from the bonds. These savings are, in turn, passed on to the project owner in the form of a below-market rate loan, with interest rates approximately one to two percent below prevailing market rates.

The bonds for the project may be privately-placed, or may be publicly-offered by a bond underwriter approved by the Agency. The Developer has not yet selected the optimal method of issuance for this project. The Agency will report back to the Housing Authority on the method of placement and the actual bond amounts with the request for final approval of the bond documents. The law firm of Jones Hall will serve as bond counsel to the Housing Authority.

Low-Income Set-Aside Requirements: As a condition of receiving tax credits and the benefits of tax-exempt bond financing, federal law requires the apartments be set-aside for targeted income groups. The following chart summarizes the proposed affordability restrictions for the project.

| Funding | % of Units | Affordability Restrictions | No. Units | Regulatory Requirements |
|--------------------------------|-------------------|-----------------------------------|------------------|--------------------------------|
| Tax-Exempt Bonds | 20% | Very Low Income (50% AMI) | 24 | 55 years |
| Low Income Housing Tax Credits | 80% | Low Income (60% AMI) | 95 | 55 years |
| Agency Loan | | | | |
| Manager’s Unit | | Unrestricted | 1 | |
| Total | 100% | | 120 | |

Maximum rent and income limits for the mortgage revenue bond program can be found in Attachment VII. The project’s affordability restrictions will be specified in regulatory agreements with the Developer.

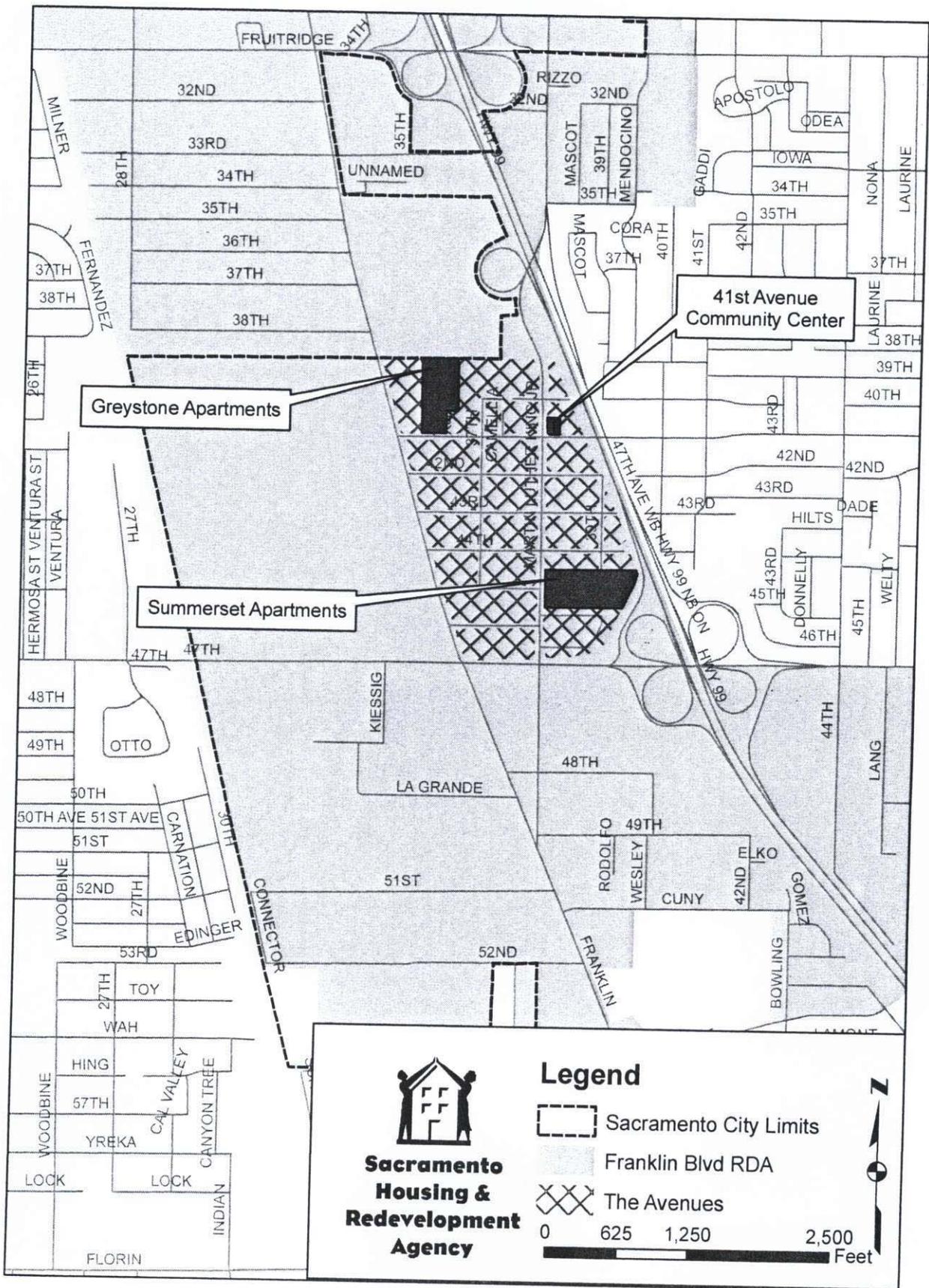
State and Local Approval Process: The Housing Authority must apply for (and receive) authorization from the California Debt Limit Allocation Committee (CDLAC) prior to issuing tax-exempt mortgage revenue bonds. The “volume cap” is limited and is allocated by CDLAC through a competitive state-wide process.

Project Inducement: CDLAC requires that an “inducement” resolution be adopted by the entity proposing to issue the bonds. Inducement at this time will also allow the developer to be reimbursed from bond issue proceeds for acquisition expenses that it has incurred already and will incur in the future. Staff recommends that the Housing Authority adopt a resolution to indicate its intent to issue bonds to finance the purchase and construction of the project. Adoption of the resolution will not bind the Authority to

issue bonds until and unless all other necessary actions are taken in accordance with all applicable laws.

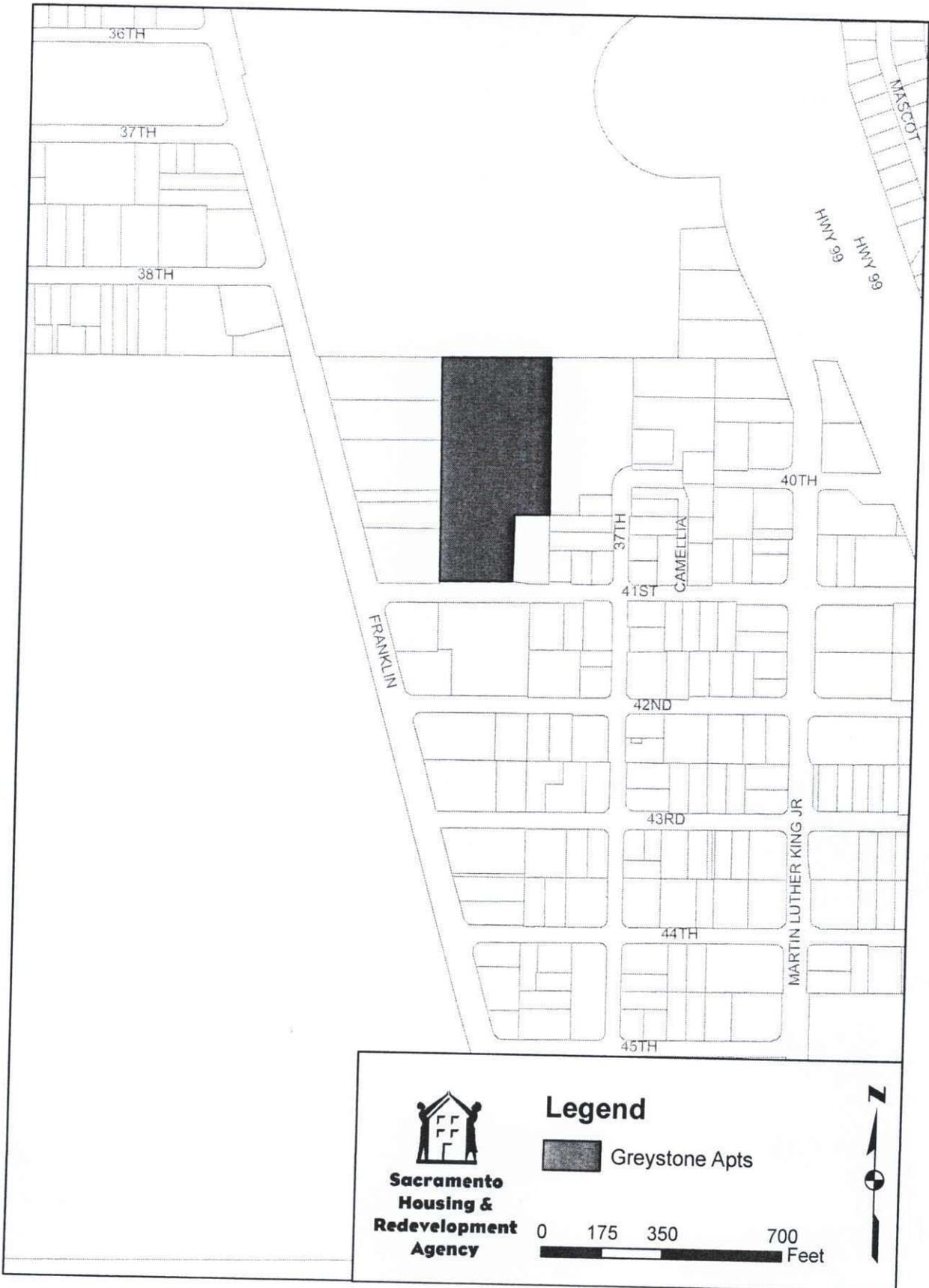
Relocation: State and Federal laws require the creation and adoption of a relocation plan, which outlines relocation procedures and tenant's rights whenever redevelopment projects result in the displacement of residents. This report recommends approval and adoption of the Relocation Plan (Plan) for 3545 41st Avenue, included as Attachment VIII. The Plan was produced by Laurin Associates and conforms to State statutes and regulations the Uniform Relocation Act.

Greystone Apartments Vicinity Map



BA 4/3/08

Greystone Apartments Location Map



BA 4/3/08

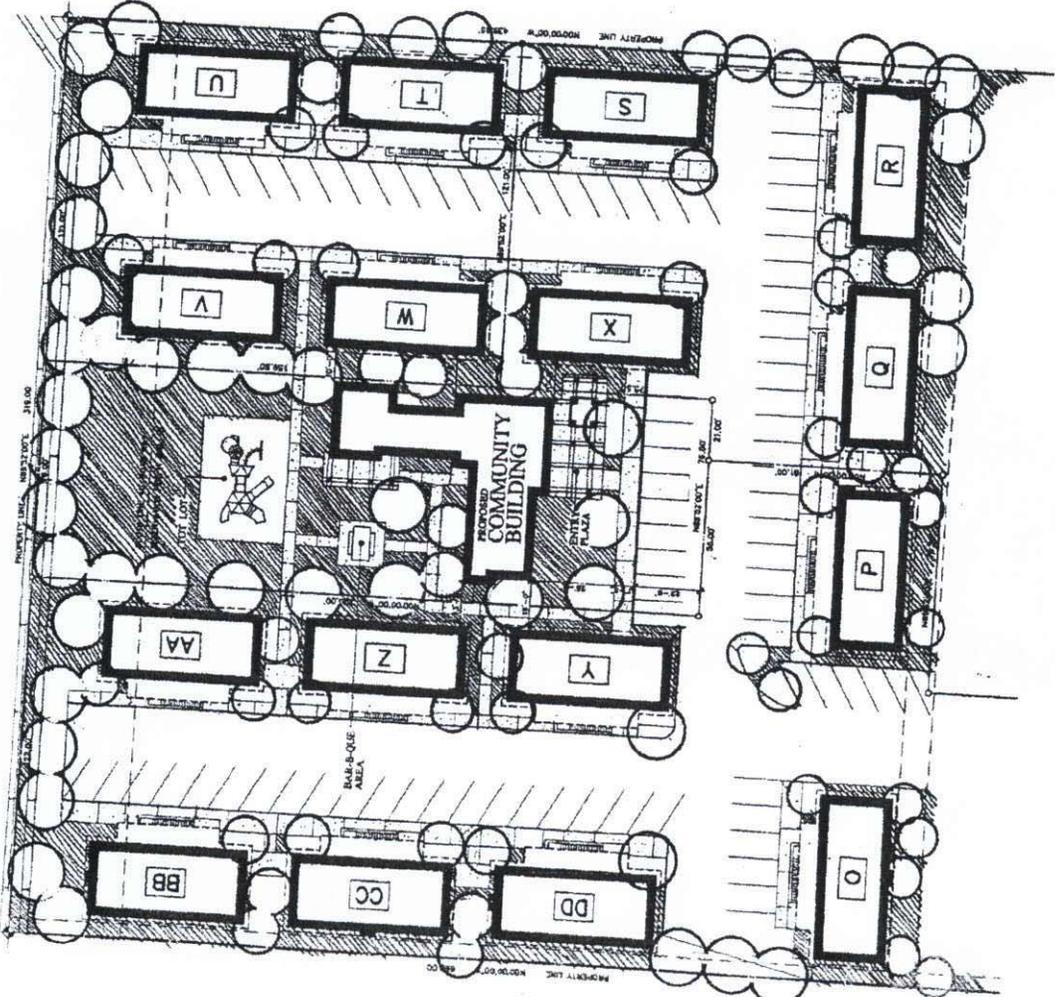
1900 West Shaw, Ste. 304
 Fresno, California 93711
 Phone: 559.275.2602

PROPOSED COMMUNITY BUILDING FOR
GREYSTONE PLACE APTS.
 3545 JIM AVENUE
 SACRAMENTO, CALIFORNIA



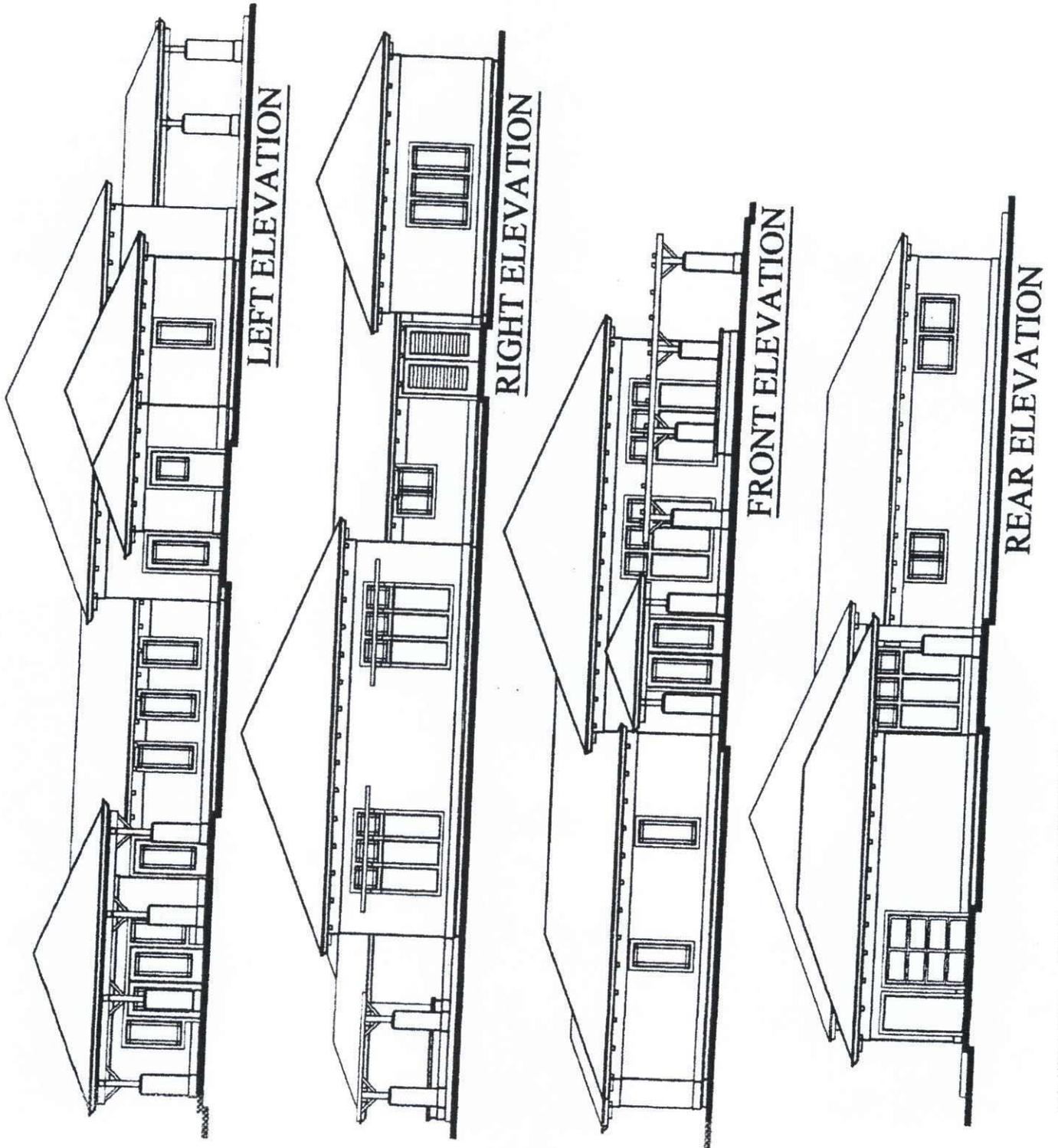
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DATE: 11/15/11
 DRAWN BY: RJP
 CHECKED BY: RJP
 PROJECT: GREYSTONE PLACE APTS.
 SHEET: 11 OF 11



PARTIAL SITE PLAN

GREYSTONE APARTMENTS
Community Room Elevations



Greystone Apartments
Project Summary

| | | | |
|---------------------------------------|---|--------------------|------------------------|
| Address | 3545 41st Street | | |
| Number of Units | 120 | | |
| Year Built | 1965 | | |
| Acreage | 4.15 Acres | | |
| Affordability | 24 units (20%) at or below 50% of Area Median Income (AMI) 95 units (79%) at or below 60% of AMI 1 Manager's Unit | | |
| Unit Mix and Rents | (50% AMI) | (60% AMI) | Manager |
| 2 Bedroom / 1 Bath | 24 | 95 | 1 |
| Square Footage | <i>Per Unit</i> | <i>Total</i> | |
| 2 BR / 1 BA | 765 | 91,800 square feet | |
| Total | | 91,800 square feet | |
| Resident Facilities | The complex will include tot-lots, a gated entry, a new club house and laundry facilities. | | |
| Permanent Sources | <i>Total</i> | <i>Per Unit</i> | <i>Per Square Foot</i> |
| Senior MRB | \$ 7,461,000 | \$ 62,175 | \$ 81.27 |
| Tax Credit Equity | \$ 6,774,000 | \$ 56,450 | \$ 73.79 |
| Agency Loan | \$ 4,170,000 | \$ 34,750 | \$ 45.42 |
| Net Operating Income | \$ 333,000 | \$ 2,775 | \$ 3.63 |
| Deferred Developer Fee Note | \$ 899,000 | \$ 7,492 | \$ 9.79 |
| TOTAL SOURCES | \$ 19,637,000 | \$ 163,642 | \$ 213.91 |
| Permanent Uses | | | |
| Acquisition Costs | \$ 7,450,000 | \$ 62,083 | \$ 81.15 |
| Construction Costs | \$ 5,799,000 | \$ 48,325 | \$ 63.17 |
| Contractor Overhead & Profit & GC | \$ 840,000 | \$ 7,000 | \$ 9.15 |
| Architecture, Engineering & Surveying | \$ 55,000 | \$ 458 | \$ 0.60 |
| Contingency | \$ 730,000 | \$ 6,083 | \$ 7.95 |
| Financing Costs & Issuance | \$ 1,025,000 | \$ 8,542 | \$ 11.17 |
| Operating Reserve | \$ 227,000 | \$ 1,892 | \$ 2.47 |
| Rental Reserve | \$ 93,000 | \$ 775 | \$ 1.01 |
| Legal Fees | \$ 60,000 | \$ 500 | \$ 0.65 |
| Developer Fee | \$ 2,277,000 | \$ 18,975 | \$ 24.80 |
| Other | \$ 480,000 | \$ 4,000 | \$ 5.23 |
| Development Impact Fees/ Permits | \$ 25,000 | \$ 208 | \$ 0.27 |
| Relocation | \$ 576,000 | \$ 4,800 | \$ 6.27 |
| TOTAL USES | \$ 19,637,000 | \$ 163,642 | \$ 213.91 |
| Management / Operations | | | |
| Proposed Developer: | Avalon Communities, LLC | | |
| Property Management Company: | FPI Management, Inc. | | |
| Operations Budget: | \$450,744 | \$3,756 | |
| Replacement Reserves: | \$36,000 | \$300 | |

Cash Flow Proforma

| Unit Type | Number | Square Feet | Total Sq Feet | 2009 | | 2010 | | 2011 | | 2012 | | 2013 | | 2014 | | 2015 | | 2016 | | 2017 | | 2018 | | 2019 | | 2020 | | 2021 | | 2022 | | 2023 | | 2024 | | 2025 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| | | | | Rate | per unit | Year 1 | Year 2 | Year 3 | Year 4 | Year 5 | Year 6 | Year 7 | Year 8 | Year 9 | Year 10 | Year 11 | Year 12 | Year 13 | Year 14 | Year 15 | Year 16 | Year 17 | Year 18 | Year 19 | Year 20 | Year 21 | Year 22 | Year 23 | Year 24 | Year 25 | Year 26 | Year 27 | Year 28 | Year 29 | Year 30 | Year 31 | Year 32 | Year 33 | Year 34 | Year 35 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2 BD / 1 BA @ 50% AMI | 24 | 765 | 18,360 | | 1,075,392 | 1,102,277 | 1,129,834 | 1,158,080 | 1,187,032 | 1,216,707 | 1,246,482 | 1,276,257 | 1,306,032 | 1,335,807 | 1,365,582 | 1,395,357 | 1,425,132 | 1,454,907 | 1,484,682 | 1,514,457 | 1,544,232 | 1,574,007 | 1,603,782 | 1,633,557 | 1,663,332 | 1,693,107 | 1,722,882 | 1,752,657 | 1,782,432 | 1,812,207 | 1,841,982 | 1,871,757 | 1,901,532 | 1,931,307 | 1,961,082 | 1,990,857 | 2,020,632 | 2,050,407 | 2,080,182 | 2,110,000 | 2,140,000 | 2,170,000 | 2,200,000 | 2,230,000 | 2,260,000 | 2,290,000 | 2,320,000 | 2,350,000 | 2,380,000 | 2,410,000 | 2,440,000 | 2,470,000 | 2,500,000 | 2,530,000 | 2,560,000 | 2,590,000 | 2,620,000 | 2,650,000 | 2,680,000 | 2,710,000 | 2,740,000 | 2,770,000 | 2,800,000 | 2,830,000 | 2,860,000 | 2,890,000 | 2,920,000 | 2,950,000 | 2,980,000 | 3,010,000 | 3,040,000 | 3,070,000 | 3,100,000 | 3,130,000 | 3,160,000 | 3,190,000 | 3,220,000 | 3,250,000 | 3,280,000 | 3,310,000 | 3,340,000 | 3,370,000 | 3,400,000 | 3,430,000 | 3,460,000 | 3,490,000 | 3,520,000 | 3,550,000 | 3,580,000 | 3,610,000 | 3,640,000 | 3,670,000 | 3,700,000 | 3,730,000 | 3,760,000 | 3,790,000 | 3,820,000 | 3,850,000 | 3,880,000 | 3,910,000 | 3,940,000 | 3,970,000 | 4,000,000 | 4,030,000 | 4,060,000 | 4,090,000 | 4,120,000 | 4,150,000 | 4,180,000 | 4,210,000 | 4,240,000 | 4,270,000 | 4,300,000 | 4,330,000 | 4,360,000 | 4,390,000 | 4,420,000 | 4,450,000 | 4,480,000 | 4,510,000 | 4,540,000 | 4,570,000 | 4,600,000 | 4,630,000 | 4,660,000 | 4,690,000 | 4,720,000 | 4,750,000 | 4,780,000 | 4,810,000 | 4,840,000 | 4,870,000 | 4,900,000 | 4,930,000 | 4,960,000 | 4,990,000 | 5,020,000 | 5,050,000 | 5,080,000 | 5,110,000 | 5,140,000 | 5,170,000 | 5,200,000 | 5,230,000 | 5,260,000 | 5,290,000 | 5,320,000 | 5,350,000 | 5,380,000 | 5,410,000 | 5,440,000 | 5,470,000 | 5,500,000 | 5,530,000 | 5,560,000 | 5,590,000 | 5,620,000 | 5,650,000 | 5,680,000 | 5,710,000 | 5,740,000 | 5,770,000 | 5,800,000 | 5,830,000 | 5,860,000 | 5,890,000 | 5,920,000 | 5,950,000 | 5,980,000 | 6,010,000 | 6,040,000 | 6,070,000 | 6,100,000 | 6,130,000 | 6,160,000 | 6,190,000 | 6,220,000 | 6,250,000 | 6,280,000 | 6,310,000 | 6,340,000 | 6,370,000 | 6,400,000 | 6,430,000 | 6,460,000 | 6,490,000 | 6,520,000 | 6,550,000 | 6,580,000 | 6,610,000 | 6,640,000 | 6,670,000 | 6,700,000 | 6,730,000 | 6,760,000 | 6,790,000 | 6,820,000 | 6,850,000 | 6,880,000 | 6,910,000 | 6,940,000 | 6,970,000 | 7,000,000 | 7,030,000 | 7,060,000 | 7,090,000 | 7,120,000 | 7,150,000 | 7,180,000 | 7,210,000 | 7,240,000 | 7,270,000 | 7,300,000 | 7,330,000 | 7,360,000 | 7,390,000 | 7,420,000 | 7,450,000 | 7,480,000 | 7,510,000 | 7,540,000 | 7,570,000 | 7,600,000 | 7,630,000 | 7,660,000 | 7,690,000 | 7,720,000 | 7,750,000 | 7,780,000 | 7,810,000 | 7,840,000 | 7,870,000 | 7,900,000 | 7,930,000 | 7,960,000 | 7,990,000 | 8,020,000 | 8,050,000 | 8,080,000 | 8,110,000 | 8,140,000 | 8,170,000 | 8,200,000 | 8,230,000 | 8,260,000 | 8,290,000 | 8,320,000 | 8,350,000 | 8,380,000 | 8,410,000 | 8,440,000 | 8,470,000 | 8,500,000 | 8,530,000 | 8,560,000 | 8,590,000 | 8,620,000 | 8,650,000 | 8,680,000 | 8,710,000 | 8,740,000 | 8,770,000 | 8,800,000 | 8,830,000 | 8,860,000 | 8,890,000 | 8,920,000 | 8,950,000 | 8,980,000 | 9,010,000 | 9,040,000 | 9,070,000 | 9,100,000 | 9,130,000 | 9,160,000 | 9,190,000 | 9,220,000 | 9,250,000 | 9,280,000 | 9,310,000 | 9,340,000 | 9,370,000 | 9,400,000 | 9,430,000 | 9,460,000 | 9,490,000 | 9,520,000 | 9,550,000 | 9,580,000 | 9,610,000 | 9,640,000 | 9,670,000 | 9,700,000 | 9,730,000 | 9,760,000 | 9,790,000 | 9,820,000 | 9,850,000 | 9,880,000 | 9,910,000 | 9,940,000 | 9,970,000 | 10,000,000 | 10,030,000 | 10,060,000 | 10,090,000 | 10,120,000 | 10,150,000 | 10,180,000 | 10,210,000 | 10,240,000 | 10,270,000 | 10,300,000 | 10,330,000 | 10,360,000 | 10,390,000 | 10,420,000 | 10,450,000 | 10,480,000 | 10,510,000 | 10,540,000 | 10,570,000 | 10,600,000 | 10,630,000 | 10,660,000 | 10,690,000 | 10,720,000 | 10,750,000 | 10,780,000 | 10,810,000 | 10,840,000 | 10,870,000 | 10,900,000 | 10,930,000 | 10,960,000 | 10,990,000 | 11,020,000 | 11,050,000 | 11,080,000 | 11,110,000 | 11,140,000 | 11,170,000 | 11,200,000 | 11,230,000 | 11,260,000 | 11,290,000 | 11,320,000 | 11,350,000 | 11,380,000 | 11,410,000 | 11,440,000 | 11,470,000 | 11,500,000 | 11,530,000 | 11,560,000 | 11,590,000 | 11,620,000 | 11,650,000 | 11,680,000 | 11,710,000 | 11,740,000 | 11,770,000 | 11,800,000 | 11,830,000 | 11,860,000 | 11,890,000 | 11,920,000 | 11,950,000 | 11,980,000 | 12,010,000 | 12,040,000 | 12,070,000 | 12,100,000 | 12,130,000 | 12,160,000 | 12,190,000 | 12,220,000 | 12,250,000 | 12,280,000 | 12,310,000 | 12,340,000 | 12,370,000 | 12,400,000 | 12,430,000 | 12,460,000 | 12,490,000 | 12,520,000 | 12,550,000 | 12,580,000 | 12,610,000 | 12,640,000 | 12,670,000 | 12,700,000 | 12,730,000 | 12,760,000 | 12,790,000 | 12,820,000 | 12,850,000 | 12,880,000 | 12,910,000 | 12,940,000 | 12,970,000 | 13,000,000 | 13,030,000 | 13,060,000 | 13,090,000 | 13,120,000 | 13,150,000 | 13,180,000 | 13,210,000 | 13,240,000 | 13,270,000 | 13,300,000 | 13,330,000 | 13,360,000 | 13,390,000 | 13,420,000 | 13,450,000 | 13,480,000 | 13,510,000 | 13,540,000 | 13,570,000 | 13,600,000 | 13,630,000 | 13,660,000 | 13,690,000 | 13,720,000 | 13,750,000 | 13,780,000 | 13,810,000 | 13,840,000 | 13,870,000 | 13,900,000 | 13,930,000 | 13,960,000 | 13,990,000 | 14,020,000 | 14,050,000 | 14,080,000 | 14,110,000 | 14,140,000 | 14,170,000 | 14,200,000 | 14,230,000 | 14,260,000 | 14,290,000 | 14,320,000 | 14,350,000 | 14,380,000 | 14,410,000 | 14,440,000 | 14,470,000 | 14,500,000 | 14,530,000 | 14,560,000 | 14,590,000 | 14,620,000 | 14,650,000 | 14,680,000 | 14,710,000 | 14,740,000 | 14,770,000 | 14,800,000 | 14,830,000 | 14,860,000 | 14,890,000 | 14,920,000 | 14,950,000 | 14,980,000 | 15,010,000 | 15,040,000 | 15,070,000 | 15,100,000 | 15,130,000 | 15,160,000 | 15,190,000 | 15,220,000 | 15,250,000 | 15,280,000 | 15,310,000 | 15,340,000 | 15,370,000 | 15,400,000 | 15,430,000 | 15,460,000 | 15,490,000 | 15,520,000 | 15,550,000 | 15,580,000 | 15,610,000 | 15,640,000 | 15,670,000 | 15,700,000 | 15,730,000 | 15,760,000 | 15,790,000 | 15,820,000 | 15,850,000 | 15,880,000 | 15,910,000 | 15,940,000 | 15,970,000 | 16,000,000 | 16,030,000 | 16,060,000 | 16,090,000 | 16,120,000 | 16,150,000 | 16,180,000 | 16,210,000 | 16,240,000 | 16,270,000 | 16,300,000 | 16,330,000 | 16,360,000 | 16,390,000 | 16,420,000 | 16,450,000 | 16,480,000 | 16,510,000 | 16,540,000 | 16,570,000 | 16,600,000 | 16,630,000 | 16,660,000 | 16,690,000 | 16,720,000 | 16,750,000 | 16,780,000 | 16,810,000 | 16,840,000 | 16,870,000 | 16,900,000 | 16,930,000 | 16,960,000 | 16,990,000 | 17,020,000 | 17,050,000 | 17,080,000 | 17,110,000 | 17,140,000 | 17,170,000 | 17,200,000 | 17,230,000 | 17,260,000 | 17,290,000 | 17,320,000 | 17,350,000 | 17,380,000 | 17,410,000 | 17,440,000 | 17,470,000 | 17,500,000 | 17,530,000 | 17,560,000 | 17,590,000 | 17,620,000 | 17,650,000 | 17,680,000 | 17,710,000 | 17,740,000 | 17,770,000 | 17,800,000 | 17,830,000 | 17,860,000 | 17,890,000 | 17,920,000 | 17,950,000 | 17,980,000 | 18,010,000 | 18,040,000 | 18,070,000 | 18,100,000 | 18,130,000 | 18,160,000 | 18,190,000 | 18,220,000 | 18,250,000 | 18,280,000 | 18,310,000 | 18,340,000 | 18,370,000 | 18,400,000 | 18,430,000 | 18,460,000 | 18,490,000 | 18,520,000 | 18,550,000 | 18,580,000 | 18,610,000 | 18,640,000 | 18,670,000 | 18,700,000 | 18,730,000 | 18,760,000 | 18,790,000 | 18,820,000 | 18,850,000 | 18,880,000 | 18,910,000 | 18,940,000 | 18,970,000 | 19,000,000 | 19,030,000 | 19,060,000 | 19,090,000 | 19,120,000 | 19,150,000 | 19,180,000 | 19,210,000 | 19,240,000 | 19,270,000 | 19,300,000 | 19,330,000 | 19,360,000 | 19,390,000 | 19,420,000 | 19,450,000 | 19,480,000 | 19,510,000 | 19,540,000 | 19,570,000 | 19,600,000 | 19,630,000 | 19,660,000 | 19,690,000 | 19,720,000 | 19,750,000 | 19,780,000 | 19,810,000 | 19,840,000 | 19,870,000 | 19,900,000 | 19,930,000 | 19,960,000 | 19,990,000 | 20,020,000 | 20,050,000 | 20,080,000 | 20,110,000 | 20,140,000 | 20,170,000 | 20,200,000 | 20,230,000 | 20,260,000 | 20,290,000 | 20,320,000 | 20,350,000 | 20,380,000 | 20,410,000 | 20,440,000 | 20,470,000 | 20,500,000 | 20,530,000 | 20,560,000 | 20,590,000 | 20,620,000 | 20,650,000 | 20,680,000 | 20,710,000 | 20,740,000 | 20,770,000 | 20,800,000 | 20,830,000 | 20,860,000 | 20,890,000 | 20,920,000 | 20,950,000 | 20,980,000 | 21,010,000 | 21,040,000 | 21,070,000 | 21,100,000 | 21,130,000 | 21,160,000 | 21,190,000 | 21,220,000 | 21,250,000 | 21,280,000 | 21,310,000 | 21,340,000 | 21,370,000 | 21,400,000 | 21,430,000 | 21,460,000 | 21,490,000 | 21,520,000 | 21,550,000 | 21,580,000 | 21,610,000 | 21,640,000 | 21,670,000 | 21,700,000 | 21,730,000 | 21,760,000 | 21,790,000 | 21,820,000 | 21,850,000 | 21,880,000 | 21,910,000 | 21,940,000 | 21,970,000 | 22,000,000 | 22,030,000 | 22,060,000 | 22,090,000 | 22,120,000 | 22,150,000 | 22,180,000 | 22,210,000 | 22,240,000 | 22,270,000 | 22,300,000 | 22,330,000 | 22,360,000 | 22,390,000 | 22,420,000 | 22,450,000 | 22,480,000 | 22,510,000 | 22,540,000 | 22,570,000 | 22,600,000 | 22,630,000 | 22,660,000 | 22,690,000 | 22,720,000 | 22,750,000 | 22,780,000 | 22,810,000 | 22,840,000 | 22,870,000 | 22,900,000 | 22,930,000 | 22,960,000 | 22,990,000 | 23,020,000 | 23,050,000 | 23,080,000 | 23,110,000 | 23,140,000 | 23,170,000 | 23,200,000 |

MAXIMUM RENT AND INCOME LEVELS 2008

Mortgage Revenue Bond Program
(Rents @ 50% of AMI)

| Maximum Income Limits: | |
|------------------------|------------|
| 50% AMI | |
| Family Size | Max Income |
| 1 person | \$ 24,850 |
| 2 person | \$ 28,400 |
| 3 person | \$ 31,950 |
| 4 person | \$ 35,500 |
| 5 person | \$ 38,350 |
| 6 person | \$ 41,200 |
| Maximum Rent Limits: | |
| Unit Size | Gross Rent |
| 2 Bedroom | \$ 799 |

4% Low-Income Housing Tax Credit Program
(Rents @ 60% of AMI)

| Maximum Income Limits: | | |
|------------------------|------------|------------|
| 50% AMI 60% AMI | | |
| Family Size | Max Income | Max Income |
| 1 person | \$ 24,850 | \$ 29,820 |
| 2 person | \$ 28,400 | \$ 34,080 |
| 3 person | \$ 31,950 | \$ 38,340 |
| 4 person | \$ 35,500 | \$ 42,600 |
| 5 person | \$ 46,020 | \$ 46,020 |
| 6 person | \$ 49,440 | \$ 49,440 |
| Maximum Rent Limits: | | |
| Unit Size | Gross Rent | Gross Rent |
| 2 Bedroom | \$ 798 | \$ 958 |

HOME Funds
(Rents @ 50% and 65% of AMI)

| Maximum Income Limits: | | |
|-------------------------|-------------|-------------|
| Low HOME High HOME | | |
| 50% AMI 65% AMI | | |
| Family Size | Max. Income | Max. Income |
| 1 person | \$ 24,850 | \$ 32,305 |
| 2 person | \$ 28,400 | \$ 36,920 |
| 3 person | \$ 31,950 | \$ 41,535 |
| 4 person | \$ 35,500 | \$ 46,150 |
| 5 person | \$ 46,020 | \$ 59,826 |
| 6 person | \$ 49,440 | \$ 64,272 |
| Maximum Rent Limits: | | |
| Unit Size | Gross Rent | Gross Rent |
| 2 Bedroom | \$ 798 | \$ 958 |

GREYSTONE APARTMENTS

DRAFT RELOCATION PLAN

April 7, 2008

**Prepared for:
Avalon Communities, LLC**

**Prepared by:
Laurin Associates,
a Division of Raney Planning and Management, Inc.**

DRAFT RELOCATION PLAN
Greystone Apartments
April 2008

INTRODUCTION

Avalon Communities, LLC, (“Avalon”) a developer of affordable housing, anticipates purchasing Greystone Apartments, located in an unincorporated area (known as South Sacramento) of Sacramento County, California, in October 2008. The rehabilitation is expected to begin November 2008 and is estimated to take approximately twelve months.

This report is being prepared to provide Sacramento Housing Redevelopment Agency (SHRA) and the public with a preliminary report of the actions, costs, and resources that may be needed to permanently and temporarily relocate tenants of the Greystone Apartments. Tenants who will not qualify to continue to reside at Greystone Apartments may be entitled to relocation assistance.

Developers applying for SHRA financial assistance to acquire and/or rehabilitate occupied multi-family rental housing are required to comply with applicable relocation regulations as a condition of accepting and using said SHRA assistance. Avalon is applying for SHRA Tax Increments and will therefore be adhering to California Code of Regulations Title 25, Division 1, Chapter 6 (Title 25 Regulations). Avalon will also be receiving HOME funds and will therefore be adhering to URA and HUD HOME guidelines. SHRA requires that in all instances, the developer submit a Relocation Plan that provides specific information as to how the relocation of existing tenants will be handled.

Rents at the newly rehabilitated Greystone Apartments will not exceed 60 percent of Area Median Income (AMI). Households with incomes above 60 percent of AMI will not be income eligible to reside at Greystone Apartments once it is rehabilitated. There are also households who are living in overcrowded conditions (six or more persons per two-bedroom unit), who therefore will not be eligible to reside at Greystone Apartments. Those households may be permanently relocated under the regulations as noted above. All households qualifying for relocation assistance will be provided advisory services and benefits under regulations as noted above. The relocation specialist will work closely with SHRA, social service agencies, and with all households who will be permanently relocated to find decent, safe, and sanitary replacement housing.

It is anticipated that Avalon will be responsible for permanently relocating approximately 14 households. Due to the extensiveness of the rehabilitation and the concern for each tenant’s health, safety, and welfare, it is anticipated that residents will be temporarily relocated on-site during the rehabilitation of the units. In order to limit inconvenience to the tenant, the affected residents will be moved into one of the vacant and newly rehabilitated units on-site at the cost of the project sponsor for approximately one month. The tenant will have the option to move back into their original and newly rehabilitated unit as soon as possible.

DRAFT RELOCATION PLAN
Greystone Apartments
April 2008

Project Location/Description

The proposed project, Greystone Apartments, is located at 3545 41st Avenue in an unincorporated area of Sacramento County, surrounded on three sides, by the City of Sacramento, California. The lot is 4.3 acres and is a rectangular shape. Primary access is from 41st Avenue. There are 30 individual buildings with 4, two-bedroom units in each. The apartments are located within the Franklin Boulevard Redevelopment Area.

The multifamily complex contains 120 two-bedroom/one bath 765 square foot units. Currently, one unit is reserved for an on-site manager and one unit is reserved for maintenance and storage. The completed project will also consist of 120 two-bedroom/one bath units with 765 square feet. However, there will be one two-bedroom unit reserved for an on-site manager and the unit currently reserved for maintenance and storage will be rehabilitated and available for tenant occupancy.

The units were constructed in 1964 and are in need of interior and exterior rehabilitation. Planned improvements include upgrades inside and out including new cabinets, appliances including Energy Star dishwashers and refrigerators, carpeting, paint, some changes in ADA accessibility, replacement of windows, roofing, siding, finishes, trim, wall insulation, water heaters and pumps, carpeting, blinds, and vinyl flooring and improvements will be made to common areas. Rehabilitation will also include the creation of a community room, tot lot, and key card security to laundry facilities as well as an operating security gate and security cameras. New HVAC systems are to be installed and existing wall units removed. Rehabilitation is estimated to cost a total of \$5,800,000.

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1. **The Project Map:** See Attachment 1.
2. **Projected Dates of Displacement:** Permanent relocation of tenants will take place after all funding source procedures have been met, funds are available, and all required noticing has taken place. It is estimated that permanent relocation will begin in the fall of 2008 and will proceed according to the regulations until all permanently relocated households have been moved to comparable, decent, safe, and sanitary replacement dwellings and all relocation assistance has been granted. All permanent relocation is expected to be complete around the end of 2009 or early 2010.

In order to limit inconvenience to the tenant, the affected residents will be moved into one of the vacant and newly rehabilitated units on-site at the cost of the project sponsor for approximately one month.

Temporary relocation of tenants will begin once the vacant units are rehabilitated and available for occupancy and will continue until the project is completed, which is estimated to be by the end of 2009 or early 2010.

3. **Aggregate Relocation Needs/How Needs Will Be Met:**
 - a. **Method of Notification:** A General Information Notice (GIN) and an Informational Statement describing the relocation process in the tenant's primary language are scheduled to be delivered to all households at Greystone Apartments in April 2008.

There is a large tenant population currently living in the complex that is Hmong. All notices will be provided in the language of the head of household and interviews and tenant meetings will be conducted in English as well as the primary language of all of the tenants. Each tenant will be requested to sign a copy of notices received, acknowledging they received a copy of each notice and understood the contents.

A Notice of Eligibility for Relocation Assistance will be provided to tenants at Greystone Apartments who are over income and/or overcrowded and do not qualify to continue to reside there.

Interviews will be conducted with all tenants who qualify for relocation are anticipated to be permanently relocated. Tenant meetings will be scheduled with all tenants who qualify to reside at Greystone Apartments after the rehabilitation and who are anticipated to be temporarily relocated on site. Appropriate notices will be provided to all tenants. Appropriate notices include a Notice of Eligibility for those who will be permanently relocated or a Notice of Non-Displacement for those who qualify to

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continue residing at Greystone Apartments. In addition, for those who will not be permanently relocated, a Notice of Temporary Relocation Assistance will be provided advising tenants that they will be moved from their unit to a newly rehabilitated unit during rehabilitation with the costs of the temporary move paid by the developer.

For tenants who will be permanently relocated, a 90-Day Notice to Vacate will be issued at or about the time of (but not before) the issuance of the Notice of Eligibility, which will include three referrals to decent, safe, and sanitary comparable housing.. The 90-Day Notice will be followed 30 days later with a 60-Day Notice to Vacate and if tenants have not been relocated, a 30-Day Notice to Vacate will follow. Each notice to vacate will clearly indicate the date by which the tenant must move. It is estimated that permanent relocation will begin in the fall of 2008.

Tenants who will not be permanently relocated, but will move temporarily within the complex during rehabilitation, will be given a minimum of 30 days written notice of the date they will be moved and instructions on the temporary moving process will be provided.

Samples of the above mentioned notices are included as Attachment 2. Copies of all notices issued to tenants and the manner in which they were delivered will be maintained by the relocation specialist in the tenant's files and will be made available to SHRA upon request.

- b. Aggregate Relocation Needs: Avalon's review of tenant files and preliminary household and income information, collected during on-site visits with 92 households of the 103 occupied units (including an occupied manager's unit) on February 7 and 8, 2008, indicate that there are 14 households that will likely qualify for relocation assistance due to being over the 60 percent of AMI level or due to overcrowding. The one page survey form, "Household Size and Income," is included as attachment 4. Household income and size will be verified prior to the issuance of the Notice of Eligibility. The permanent relocation cost is estimated to be \$530,673. This cost assumes families will be relocated to market rate comparable appropriately sized, decent, safe, and sanitary units in the South Sacramento area. The cost of market rate rental housing near Greystone Apartments is less than or approximately the same as the cost of affordable rental housing at 60 and 80 percent of AMI. 11 households were unavailable for the February 2008 survey. However, a review of their files indicates that these households have incomes at or below 60 percent of AMI per their household size. Files do not indicate any overcrowding.

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Estimates have been determined using the following information:

- Fixed Residential Moving Cost Schedule
- Tenant's estimated annual household income
- Reported household size
- Area Median Income (AMI) for Sacramento County
- Current rental rates of comparable housing
- Current rents of residents

The following is a summary of household needs. Attachment 3, Comparable Available Replacement Housing, identifies available comparable units (including single family homes) per the needs identified below to accommodate these families.

Survey of Household Needs

| | Income Category | Composition Adults/Children (Ages of Children) | Current Rent | Current Bedrooms | Bedrooms Needed |
|--|------------------------|---|---------------------|-------------------------|------------------------|
| 1 | Moderate | 3/2 (7,4) | \$675 | 2 | 2 |
| 2 | Very Low | 2/6 (14,12,10,7,5) | \$675 | 2 | 4 |
| 3 | Extremely Low | 2/6 (16,15,12,6,4,3) | \$695 | 2 | 4 |
| 4 | Low | 2/3 (4,2,1) | \$675 | 2 | 2 |
| 5 | Low | 2/0 | \$695 | 2 | 2 |
| 6 | Extremely Low | 2/4 (8,7,5,2) | \$674 | 2 | 3 |
| 7 | Extremely Low | 3/5 (15,14,11,9,9) | \$675 | 2 | 4 |
| 8 | Extremely Low | 3/3 (14,12,8) | \$695 | 2 | 3 |
| 9 | Low | 2/0 | \$675 | 2 | 2 |
| 10 | Extremely Low | 1/5 (6,5,2,2,1) | \$675 | 2 | 3 |
| 11 | Extremely Low | 2/4 (6,4,3,0) | \$675 | 2 | 3 |
| 12 | Extremely Low | 3/3 (5,4,1) | \$675 | 2 | 3 |
| 13 | Low | 4/2 (10,1) | \$700 | 2 | 3 |
| 14 | Low | 1/0 | \$675 | 2 | 2 |
| Extremely Low: 0-30 percent of AMI Very Low: 31-50 percent of AMI Low: 51-80 percent of AMI Moderate: 81-120 percent of AMI | | | | | |

Actual permanent relocation costs will be based on individual circumstances of the affected households and the cost and availability of replacement housing at the time of relocation. Once the Notice of Eligibility is issued and the upper limit of relocation benefits is identified, the household may move to any decent, safe, sanitary and appropriately sized unit it chooses. Tenants can choose to move to another county or state.

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4. **Relocation Housing Resources:** In November 2007 a Market Study was conducted and an update to that Market Study was conducted February 2008, which included 19 properties within 2.8 miles of the project. The Market Study has been used to estimate the cost, location, size, availability, services, and amenities for comparable units. Local property management companies, newspapers, online resources, and the Market Study, updated in February 2008, will be used as resources to consider permanent, comparable, decent, safe and sanitary replacement homes at the time of permanent relocation, including single family rentals with three and four bedrooms. Because some tenants who qualify for relocation benefits may choose to purchase a home, home sale listings will also be used as a resource for those tenants. Listings of comparable replacement units, which are currently available for rent, are included in Attachment 3.

SHRA properties are not available. The waiting lists for both the Housing Choice Voucher and the Conventional [Public] Housing units are closed and it is not anticipated that those waiting lists will open until after February 2009, at the earliest.

5. **Advisory Services:** Laurin Associates relocation staff will be available to provide advisory services to the permanently relocated residents and to the nondisplaced or temporarily relocated tenants throughout the rehabilitation and relocation process. Property management staff under contract with the developer will coordinate with Laurin Associates for the on-site temporary relocation during construction.

Advisory services include meeting with households who will likely be permanently relocated and who therefore qualify for relocation benefits, assisting in locating replacement housing, providing information on applicable First Time Homebuyer programs, explaining claim forms and options, completing claim forms, ensuring timeliness of processing claim forms. Relocation staff will be available to answer questions and address issues.

Advisory services will also be provided to tenants that will qualify to stay at Greystone Apartments. These services will include meeting with tenants both individually and in group settings, explaining the rehabilitation process, scheduling of temporary moves, notices, instructions on packing and moving to a rehabilitated apartment, costs of the move that will be paid by the developer and the option to move back to the original unit, if feasible, or necessary, based on special household needs.

6. **Relocation Payments and Payment Plan:** It is the intent of the relocation personnel to make payments to relocated residents as quickly and easily as possible. Tenants who purchase a replacement home will receive one lump sum payment that will be placed in escrow. Tenants who rent a replacement home will receive their moving expenses and one third of their rental assistance (which, for low income households, will be equal to or more than their deposit) when they move and will receive the remainder of their rental assistance equally over two

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monthly payments. The preliminary calculations and estimated amount of financial cost for relocation are included above, in section 3b. Tenants who are eligible for rental assistance in excess of \$5,250, per the provisions of Title 25 Regulations, Article 4, will receive a first payment of no less than \$5,250, with the remainder payable in two monthly payments.

7. **Cost Estimate and Sources:** The total cost for the rehabilitation is estimated to be \$5,800,000. The total cost for permanent relocation is estimated to be \$530,673 and the total cost for on-site temporary relocation is estimated to be \$45,000. The proposed funding sources are 4 percent low income housing tax credits through the California Tax Credit Allocation Committee (CTCAC), tax exempt bonds through the California Debt Limit Allocation Committee (CDLAC), low/moderate tax increment funding from SHRA, and HOME funds from SHRA. This relocation cost estimate also reflects the cost to temporarily relocate income qualified tenants on site, including the 11 households that were not available for the February 2008 survey, but whose files indicate that they will qualify to remain tenants of Greystone Apartments.
8. **Replacement Housing of Last Resort:** Whenever comparable replacement units are not available, or are not available within the monetary limits of Government Code sections 7263 or 7264, as appropriate, which is \$5,250, the displacing agency shall provide additional or alternative assistance under the provisions of Title 25 Regulations, Article 4. Based on the February 2008 survey, it is estimated that all permanently relocated households will require rental assistance payments exceeding \$5,250. The estimated budget of \$530,673 includes these estimated payments. The relocation project will not be considered complete until all households qualifying for relocation have been relocated to comparable, decent, safe, and sanitary housing units.
9. **Information Statements:** Residents will receive a GIN and a copy of the Informational Statement, in their language of common usage, in April 2008. The purpose of this notice is to inform the residents of the potential new ownership and the submission of applications for funding assistance to rehabilitate the units, and that upon acquisition of funding sources and completion of the rehabilitation, all tenants will be subject to income eligibility requirements. The notice will also note that temporary, on-site relocation during the rehabilitation will be necessary.

Throughout the relocation process, the relocation specialist will coordinate with the households and other agencies to facilitate an uneventful move to comparable replacement housing.

10. **Temporary Relocation:** A resident is considered temporarily relocated if the relocation is less than a 12-month period. Due to the extensiveness of the rehabilitation and the concern for each tenant's health, safety, and welfare, it is anticipated that residents will be temporarily relocated on-site during the rehabilitation of the units. In order to limit inconvenience to the tenant, the affected residents will be moved into one of the vacant and newly rehabilitated

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units on-site at the cost of the project sponsor for approximately one month. The tenant will have the option to move back into their original and newly rehabilitated unit as soon as possible. Temporary relocation of tenants will begin once the vacant units are rehabilitated and available for occupancy and will continue until the project is completed, which is estimated to be by the end of 2009 or early 2010.

Each of the 30 two-story apartment buildings at Greystone Apartments contains 4, two-bedroom units. During rehabilitation, all four units of each building that is undergoing rehabilitation are planned to be vacant, so as not to disturb tenants. Temporary relocation is estimated to cost \$45,000. This dollar estimate accounts for the 11 households who were not available for the February 2008 survey, but whose files indicate that they will qualify to remain tenants of Greystone Apartments.

The estimate of \$45,000 for moving tenants within the complex includes packing and unpacking, telephone and cable disconnects and reconnects and all reasonable out-of-pocket costs to tenants.

11. **Relocation Office Procedures:** All mail and telephone contact with residents being permanently relocated will take place from Laurin Associates, a division of Raney Planning & Management, offices in Sacramento. A relocation specialist from Laurin Associates will travel to Greystone Apartments to meet personally with the permanently relocated households at least once during the relocation process and additionally as needed. The services of the Resident Manager and other management from the sponsor will be available to assist the residents.

12. **Citizen Participation:** A tenant meeting is tentatively scheduled in April 2008. Written information will be provided to tenants explaining the timing of and the eligibility for the project. Tenant meetings will be held as needed and translators will be available.

Tenants of Greystone Apartments are encouraged to voice their concerns and provide input on the contents of the Draft Relocation Plan by responding during the 30-day review period. Notice of the availability of the Draft Relocation Plan will be posted in the manager's office and copies will be made available to interested tenants. Additionally, information concerning the Draft Relocation Plan and its availability will be discussed during the first tenant meeting, tentative scheduled for April 2008, and subsequent meetings. Tenants are encouraged to establish a relocation committee to review this Draft Relocation Plan collectively. If a group of tenants wishes to form such a committee, the relocation specialist will provide assistance.

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

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13. **Coordination Activities:** The relocation will be coordinated with SHRA and will follow regulations as noted above. Conducting surveys and analysis of relocation needs will be completed per Section 6048 to plan for replacement housing needs, coordination with social service agencies and follow-up, information to persons to be relocated, and preparation and maintenance of relocation records.

Relocated persons will be interviewed personally to determine the household's needs including household size and age of persons in household, income, housing preferences, and special needs.

Survey and analysis of available relocation resources per Title 25 Regulations in Section 6052, will include a written analysis of comparable replacement housing per Section 6008 definition of comparable replacement dwelling units. This will include available housing resources, identifying the name of the rental complex, unit types, rents, and vacancy. Location in relation to Greystone Apartments and in relation to services will also be provided. The Notice of Eligibility will identify a minimum of three vacant (as of the date of the notice) comparable replacement units and the upper limit of relocation benefits will be provided to tenant's being permanently relocated.

14. **Relocation Committee:** The comments of the relocation committee, if established and/or comments by individual tenants that are received during the 30-day review period will be included as an attachment in the Final Relocation Plan that will be submitted to the County Board of Supervisors for filing.
15. **Written Determination by Public Entities:** The Sacramento County Board of Supervisors resolution approving the Draft Relocation Plan will be included as an attachment to the Final Relocation Plan.
16. **Grievance Procedures:** Within eighteen (18) months of the date of relocation or receipt of final compensation (whichever is later), any person who believes themselves aggrieved in the relocation process, the amount of payment, relocation practices or replacement housing, may have their claim reviewed and reconsidered by (1) the relocation manager, or (2) the representative of SHRA and/or (3) the Relocation Appeals Board established by SHRA, pursuant to procedures established for such review and reconsideration. Review will not be done by the person who made the determination in question.

The review may be formal or informal and every attempt will be made to constrain or mitigate disputes between parties prior to any review.

If the relocation manager, the representative of the SHRA, and/or the Relocation Appeals Board denies or refuse too consider the claim, the complainant will be informed of the reasons in writing. The complainant will be referred to the State of California for arbitration and further determination. Failure of the complainant to petition the State of California will not limit the complainant's right to seek judicial review.

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The public entities may request additional information. Upon request of the complainant, the public entity will provide a full written explanation of its determination within three weeks of its receipt of the request.

The complainant may request an informal oral presentation before seeking formal review and reconsideration. The public entity will hear such presentation within fifteen (15) days of the request by complainant. The complainant may be represented by an attorney or other person of their choosing.

At any time within the eighteen (18) month appeal period, the complainant may file a written request for formal review and reconsideration.

CONCLUSION

A copy of this Draft Relocation Plan is being submitted to SHRA for review and comment prior to release to the tenants. Following review by SHRA, notice of the availability of the Relocation Plan will be given to all households of Greystone Apartments. Any comments received by tenants will be included as an addendum.

The Relocation Plan will be given a 30-day review period to allow for comment by the affected parties. After the 30-day period, SHRA will submit the Plan to the County Board of Supervisors for adoption. A copy of the Final Relocation Plan will be forwarded to SHRA.

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**ATTACHMENT 1:
PROJECT MAP**



Altitude 1000 ft



GreyStone Apartments

3545 41st Ave, Sacramento, CA 95824

Google

Eye alt: 1588 ft

Streaming 100%

Pointer 38°30'58.38"N 121°28'01.46"W elev: 26 ft

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**ATTACHMENT 2:
SAMPLE NOTICES**