



County of San Bernardino

Park Project

Draft Relocation Plan

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I. PROJECT DESCRIPTION

The County of San Bernardino (the County) is acquiring three properties at 17909, 17923 and 17943 Marygold Avenue in the County Unincorporated area of Bloomington, which is located within unincorporated San Bernardino County. These properties will be repurposed to create a public park. The County is using Community Development Block Grant funds from the U.S. Department of Housing and Urban Development (HUD) to acquire the subject properties. In addition, the County will use Housing-Related Parks Program grant funds from the State Department of Housing and Community Development for program year 2015. Six households will need to be relocated in order to complete the project, as well as two storage uses. Refer to **Exhibit A** for an aerial photo of the Project area.

The Plan was completed by Paragon Partners Ltd (Paragon) and is organized into five sections as follows:

- I. Project Description
- II. Project Data
- III. Assessment of Relocation Needs
- IV. Relocation Resources
- V. Relocation Assistance Program
- VI. Administrative Provisions

II. PROJECT DATA

Demographics

TABLE 1: 2010 Census Population- Bloomington and Census Tract 33.02				
Population	City	%	CT 33.02	%
White	12,988	54.5	2,981	49.4
Black or African American	649	2.7	355	5.9
American Indian or Alaska Native	309	1.3	82	1.4
Asian	330	1.4	49	0.8
Native Hawaiian or Other Pacific Islander	47	0.2	12	0.2
Some Other Race	8,600	36.1	2,276	37.7
Two or More Races	928	3.9	282	4.7
Total Population	23,851	100.1	6,037	100.0
Hispanic or Latino (of Any Race)	19,326	81.0	4,419	73.2

TABLE 2: 2010 Census Housing Units–Bloomington and Census Tract 33.02				
Type	City	%	CT 33.02	%
Owner-Occupied	3,740	68.9	936	54.1
Renter-Occupied	1,688	31.1	793	45.9
Total Occupied Units	5,428	100.0	1,729	93.2
Available for Sale Only (of Total Vacant Units)	99	1.7	42	2.3
Available for Rent – Full Time Occupancy (of Total Vacant Units)	91	1.6	51	2.7
Sold or Rented – Not Occupied	32	0.6	4	0.3
Otherwise Not Available (e.g. seasonal, recreational, migratory, occasional use)	15	0.3	2	0.1
Other Vacant	80	1.4	27	1.5
Vacant Housing Units	317	5.5	126	6.8
Average Household Size	4.36		3.48	
Average Family Size	4.51		3.94	

III. ASSESSMENT OF RELOCATION NEEDS

RESIDENTIAL DATA AND NEEDS ASSESSMENT

Occupant Data

Five of the six units are occupied. One household moved out in September 2017 and has purchased a replacement dwelling. Including this household, there are a total of 29 individuals, comprised of 16 adults and 13 children. The tenants all occupy two four bedroom single family dwellings, one 3 bedroom single family dwelling, two duplex units and a commercial office trailer. For these units, rent ranges from \$300 to \$1,850, with an average rent of \$908. There is one household with a senior occupant and one household with a person with a disability. Five of the six households speak English and one household speaks Spanish only. All tenants would like to find a replacement dwelling within the area, including the County unincorporated area of Bloomington, Rialto, Colton and Fontana, but excluding San Bernardino. The tenants were asked to provide income documentation and are in the process of compiling such data. However, based on verbal representations, it appears that there are two households which qualify as Extremely Low Income, one household which qualifies as Very Low, one household which qualifies as Low and two which qualify as Moderate.

Replacement Housing Needs

Replacement housing needs for eligible tenant occupants are based on the ratio of the household's number of bedrooms, and on the number of persons who are lawfully present in the U.S. Under this Plan, the County has adopted a "2+1" occupancy standard. This standard is acceptable to HUD and is also reasonable under the Fair Housing Act. This policy allows for two occupants per bedroom and one occupant able to occupy a separate living, den or family room based on the number of lawfully present persons in the household. Thus, a one-bedroom dwelling may accommodate three people; a two-bedroom may accommodate up to five people, and a three-bedroom up to seven people.

Referrals presented to any potential tenant displacee and based on the number of lawfully present persons in the household will reflect the appropriate bedroom count as

required by any municipal standards. Based on the tenant interviews, only one of the households are “under housed” and will need to be referred to a unit with a greater number of bedrooms.

IV. RELOCATION RESOURCES

The information gathered from the rent roll was used as the basis for a resource survey to determine the availability of comparable replacement rental housing. Search efforts were focused within an approximate five mile radius of the project area.

RESIDENTIAL PROPERTY FOR RENT

The survey identified properties in the County unincorporated area of Bloomington and surrounding areas; however, as with any resource survey, results reflect conditions at a given point in time, and individual units may or may not be available at the time of displacement. A total of 25 for-rent units were identified. All of these properties were located in the County unincorporated area of Bloomington and surrounding cities, excluding the City of San Bernardino. The survey data is summarized in **Table 3** below:

Table 3: Available Replacement Sites - Rental Housing		
No. Dwellings Available (Needed)	No. Bedrooms	Rent Range and Median
8 (1)	Studio	\$850 - \$991 \$926
5 (2)	2	\$1,245 - \$1,400 \$1,322
4 (1)	3	\$1,500 - \$1,795 \$1,648
8 (2)	4	\$1,550 - \$1,950 \$1,841

Considering the availability of replacement housing resources identified, it appears that there are adequate replacement resources available to displaced residential occupants. While adequate replacement sites are available, rents paid by displaced occupants may increase. Any such rent increases will be addressed through the County's obligation under the relocation program, including Last Resort Housing requirements, as described within Section V of this Plan.

The County will be responsible to assist each household in relocating to comparable replacement housing. Any replacement housing unit must meet decent, safe and sanitary housing requirements in accordance with the local codes from the County of San Bernardino, or in absence of local codes, in accordance with the Uniform

Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended (the Uniform Act), and its implementing guidelines at 49 Code of Federal Regulations Part 24. In order to meet these standards, a replacement site must meet the following criteria:

- Be structurally sound, weather-tight and in good repair
- Contain a safe electrical wiring system adequate for lighting and other devices
- Contain a safe heating system capable of sustaining a reasonable temperature
- Be adequate in size with respect to the number of rooms and area of habitable living space needed to accommodate the displaced household
- Contain unobstructed egress to safe, open space at ground level. If the dwelling unit is on the second story or above with access directly from or through a common corridor, the common corridor must have at least two means of egress
- For a person who is mobility impaired, be free of barriers which would restrict reasonable ingress, egress or use of the dwelling

SUMMARY

The purpose of this Plan is to evaluate and assess the needs of residential and non residential occupants impacted by the proposed project. Based on information gathered from interviews, site inspections and survey data, a sufficient number of comparable replacement dwellings are available to successfully relocate the impacted households.

V. RELOCATION ASSISTANCE PROGRAM

The County will implement a comprehensive relocation assistance program to all families displaced by the project. The County's Relocation Program is designed to minimize hardship and be responsive to unique project circumstances. Services will be provided in such a manner to ensure consistent and equal treatment of displacees without regard to race, nationality, color, religion, national origin, sex, familial status or disability.

Paragon has been retained by the County to administer its relocation assistance program, which consists of advisory and financial assistance. These principal components will be implemented in accordance with the Uniform Act and HUD's Handbook 1378.

ADVISORY SERVICES

Individuals and families moving from existing homes as a result of the project will receive advisory assistance, including the following:

1. Provide all required brochures and notices
2. Determine the needs of residential displacees eligible for relocation assistance
3. Provide displacees with current and continuing referrals to replacement properties
4. Ensure that no occupant is required to move without a formal written 90-Day Notice to vacate the premises
5. Provide advisory assistance to a displacee with regard to the process of filing a formal grievance or appeal

RELOCATION BENEFITS TO RESIDENTIAL OCCUPANTS

Displaced occupants are also eligible for relocation benefits. These benefits are limited to those necessary for the rental or purchase of a comparable replacement property and moving costs of personal property. As part of ongoing advisory assistance, each displacee will be counseled as to available options and the consequences of any choice with respect to financial assistance. Moving costs and relocation benefits will be paid

upon submission of required claim forms and documentation in accordance with the County's administrative procedures. These include:

MOVING EXPENSE PAYMENTS

Any displaced person who lawfully occupies the property being acquired, regardless of the length of occupancy, will be eligible for payment of moving costs associated with personal property located at the displacement site. Displacees may choose either a fixed moving payment based on a room count schedule, or reimbursement of actual costs associated with a move completed by a professional mover or a combination of both.

A. Fixed Payment (Room Count Schedule)

The fixed moving payment is a one-time allowance for a self-move that does not require back-up documentation. The current schedule for fixed moving payments is set forth in **Table 4** below:

Table 4: Fixed Moving Schedule	
Furnished Rooms	
Room Count	Payment
1 Room	\$725
2 Rooms	\$930
3 Rooms	\$1,165
4 Rooms	\$1,375
5 Rooms	\$1,665
6 Rooms	\$1,925
7 Rooms	\$2,215
8 Rooms	\$2,505
Each additional room	\$265
Occupants-Unfurnished Rooms	
1 Room not furnished	\$475
Each additional room	\$90

B. Actual Cost (Professional Move)

A displacee may elect to retain the services of a licensed professional mover, in which case the County will pay for the actual cost of the move within a 50-mile radius from the subject property, based on the lower of three acceptable moving bids. After the move is completed, the displacee may pay the mover directly and seek reimbursement from the County or request a direct payment to the mover.

RENTAL ASSISTANCE PAYMENTS TO TENANT-OCCUPANTS

In addition to a payment for moving expenses, residential tenants who have established their residency in the displacement dwelling at least 90 days prior to the first written offer by the County for the property acquisition will be eligible to receive a Rental Assistance Payment (RAP). Payment to residential tenants is determined on the basis of their current rent, their ability to pay (if they qualify as Low Income under HUD income standards), market rent of a comparable replacement dwelling, and the actual rent of the replacement unit, plus any estimated cost increase for utilities. Except in the case of Last Resort Housing situations, and pursuant to the Uniform Act, any RAP is limited to a maximum of \$7,200. Last Resort Housing assistance is authorized when comparable replacement housing is not available at rental rates within the tenant's financial means.

Sample Calculation of Rental Assistance Payment		
Select Lesser Of:		
1. Current rent	\$750	Current rent plus utilities
2. Ability to pay	\$650	30% of gross household income, if low income
	\$650	Yields base rent
Subtract Base Rent from the Lesser of:		
3. Comparable rent	\$800	Rent plus estimated utilities for a comparable dwelling
OR		
4. Actual rent paid	\$750	Replacement site rent plus utilities
	\$750	Yields new rent factor
Rental Assistance Payment		
5. Monthly need	\$100	Rent Factor minus Base Rent (\$750 - \$650)
Payment	\$4,200	Monthly need multiplied by 42 months

For projects receiving CDBG funds, payments under Section 104(d) of the Housing and Community Development Act of 1974 may be triggered if the Project will demolish or convert existing low income housing to a use other than low income housing. Should Section 104(d) be triggered, lower-income persons being displaced will be eligible for a Rental Assistance Payment based on a 60 month period, rather than the 42 month period described above.

Tenants may choose to use their RAP for a down payment and non-recurring closing costs when electing to purchase a replacement home.

A residential tenant who has not been in residency for at least 90 days prior to the first written offer is only entitled to receive a Moving Expense Payment unless they qualify for Rental Assistance under Last Resort Housing. However, their eligibility would be based solely on income qualification.

LAST RESORT HOUSING

The Uniform Act contains policies and procedures for implementing a Last Resort Housing Program. This program is authorized by statute if affordable replacement housing cannot be found within the basic statutory relocation amount of \$7,200 for tenant occupants or if comparable housing cannot be provided within the tenant's financial means regardless if they don't meet the 90-Day occupancy requirement and are not specifically ineligible. Based on the interview data, four of the six households will qualify for Last Resort Housing. In this event, additional rent supplements above the statutory limit of \$7,200 will be made to enable the displacees to rent a replacement site.

RELOCATION BENEFITS FOR A PERSONAL PROPERTY MOVE ONLY

Displaced persons who are required to move personal property but are not required to move from a dwelling, business, farm or non-profit organization and are only entitled to certain actual moving and related expenses, generally limited to the reasonable cost to move the personal property.

RELOCATION BENEFITS TAX ADVISORY

Under the Uniform Act, relocation payments are not considered as income. No relocation benefit payment received by a displaced person shall be considered as income for the purposes of the Internal Revenue Code, or for the purpose of determining the eligibility or the extent of eligibility of the person, for assistance under the Social Security Act or any other Federal law, except for Federal law providing low income housing assistance.

VI. ADMINISTRATIVE PROVISIONS

NOTICES

Any official notice that the County is required to provide to a project displacee shall be personally delivered or sent by certified or registered first-class mail with a return receipt requested. Notices will be written in understandable language and persons unable to read or understand any notice will be provided translation and counseling. Each notice will indicate the name, address and telephone number of a person who may be contacted for answers to questions or other additional assistance. The four principal notices are:

1. General Information Notice
2. Informational Brochure
3. Notice of Eligibility
4. 90-Day Notice to Vacate

The General Information Notice and Informational Brochure are intended to provide potential displacees with a description of the County's relocation program, eligibility criteria, and information regarding potential financial assistance. The Notice of Eligibility will contain a determination of eligibility for relocation assistance and a description or itemization of potential benefits. The Notices of Eligibility are anticipated to be issued in January 2018.

No lawful occupant affected by this project 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. A 90-Day Notice will not be issued to any residential displacee without first being given information regarding an available replacement dwelling.

LANGUAGE ASSISTANCE

Language assistance will be available for occupants who do not understand or speak English.

RELOCATION APPEAL PROCESS

A person who is dissatisfied with a determination as to eligibility for benefits, a payment amount, failure to provide comparable replacement site referrals, or the County's property management practices may request an appeal in accordance with the Appeals Policy of the County of San Bernardino.

EVICITION POLICY

The County recognizes that eviction is permissible only as a last resort. Eviction will only take place in cases of illegal occupancy, nonpayment of rent, serious violation of the rental agreement, a dangerous or illegal act in the unit, or if the occupants refuse all reasonable offers and alternate accommodations. In all cases, relocation records must be documented to reflect the specific circumstances surrounding the eviction. If a tenant is evicted for cause, they forfeit their relocation benefits.

LAWFUL PRESENCE

Pursuant to Public Law 105-117, aliens not lawfully present in the United States are ineligible for relocation assistance, unless such ineligibility would result in an 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.

PROJECTED DATES OF DISPLACEMENT

No displacee will be required to vacate without a minimum of a 90-day written notice. However, an occupant in the project area may choose to vacate prior to the issuance of a Notice to Vacate, once they receive their Notice of Eligibility and are assured that they will receive relocation assistance. The projected dates of displacement are within the second quarter of 2018.

PROGRAM ASSURANCES AND STANDARDS

There are adequate funds to relocate all the households that would be displaced if the Project is implemented. Relocation 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 and Housing Act, and the Unruh Act, as well as any other arbitrary or unlawful discrimination.

ESTIMATED RELOCATION COSTS

The estimated relocation budget is based on the current tenant data, available replacement sites and the experience and judgment of Paragon staff. The estimated relocation budget does not include any payment for property acquisition or professional fees necessary to implement the relocation assistance program. The County pledges to appropriate, on a timely basis, relocation in accordance with the Uniform Act and HUD's Handbook 1378.

THE ESTIMATED RELOCATION COST FOR THE PROJECT IS:

\$ 182,000

EXHIBIT A

Project Area Map



EXHIBIT B

2017 HUD Income Limits

San Bernardino County

2017 HUD Income Limits (San Bernardino County)								
<i>Income Category</i>	<i>Number of Persons in Household</i>							
	1	2	3	4	5	6	7	8
Extremely Low	\$14,100	\$16,240	\$20,420	\$24,600	\$28,780	\$32,960	\$37,140	\$41,320
Very Low Income	\$23,450	\$26,800	\$30,150	\$33,500	\$36,200	\$38,900	\$41,550	\$44,250
Low Income	\$37,550	\$42,900	\$48,250	\$53,600	\$57,900	\$62,200	\$66,500	\$70,800
Median Income	\$45,500	\$52,000	\$58,500	\$65,000	\$70,200	\$75,400	\$80,600	\$85,800
Moderate Income	\$54,600	\$62,400	\$70,200	\$78,000	\$84,250	\$90,500	\$96,700	\$102,950