

MEMORANDUM

8

DATE: JUNE 19, 2012 CT1090
100663

TO: GOVERNING BOARD

FROM: CHRISTINE ESSEL, CHIEF EXECUTIVE OFFICER

STAFF: JENNY SCANLIN, SENIOR OPERATIONS OFFICER

SUBJECT: **NEW PERSHING APARTMENTS LOAN CONVERSION – NON-MONETARY ACTION.** Various actions related to conversion of Pershing/Roma Hotel prior loan balances in the approximate amount of \$3,870,781 to an amended and restated permanent loan agreement with Church and Temple Housing Partnership 2 for the New Pershing Apartments project at 500-510 S. Main Street in the City Center Redevelopment Project Area.
(SD1; CD9)

RECOMMENDATIONS

That the Governing Board take the following actions:

1. Authorize the cancellation of Loan #875442-001 and -002 and promissory notes with Church and Temple Housing Partnership 2; reconvey the deeds of trust; and release housing covenants for the Pershing/Roma Hotel located at 500-510 S. Main Street concurrent with the recording of amended and restated loan documents and covenants;
2. Authorize the Chief Executive Officer (CEO) or designee to execute an Amended and Restated Loan Agreement with Church and Temple Housing Partnership 2 for the New Pershing Apartments project not sooner than 30 days after approval of the Replacement Housing Plan and transfer the balance of principal and accrued interest of Loan #875442-001 and -002 into the new principal amount, and to take such other actions as may be necessary to carry out the Agreement;
3. Approve and adopt by resolution the New Pershing Apartments Replacement Housing Plan;
4. Approve and adopt a Relocation Plan addressing the relocation of 62 households from the Pershing/Roma Hotel during construction; and
5. Adopt a Subordination Resolution making the finding that an economically feasible alternative of financing on substantially comparable terms but without subordination of the CRA/LA covenants and use restrictions is not reasonably available, and authorize the subordination of the CRA/LA's Deed of Trust, covenants and use restrictions to the construction and permanent loans provided for the New Pershing Apartments Project.

SUMMARY

In 1988, Church and Temple Housing Partnership 2 (“Borrower”) acquired the Pershing Hotel located at 500-506 S. Main Street and the adjacent Roma Hotel located at 508-510 S. Main Street (the “Property”). The two buildings were rehabilitated and combined in 1992 to form the Pershing/Roma Hotel, consisting of 67 income-restricted single room occupancy (SRO) units, two manager units and 8 ground-floor commercial spaces. Between June 1988 and December 1992, the Community Redevelopment Agency of the City of Los Angeles (“Prior Agency”) executed a Loan Agreement and five Amendments with the Borrower that resulted in a total loan of \$2,046,987, with two separate deeds of trust and promissory notes. The Primary Note, which provided \$1,846,987 for the rehabilitation project and change orders, accrues interest at 3% per annum for a 30-year term that expires in 2020 with repayment from a pro-rata portion of residual receipts, secured by a fourth deed of trust on the Property. The Reserve Note, which provided \$200,000 for an operating deficit reserve account to mitigate lower than anticipated revenues from the commercial spaces, accrues interest at 3% per annum for a 30-year term that expires in 2022 and repayment was to be made directly from the leasing of the vacant commercial space, secured by a sixth deed of trust on the Property.

The recommended actions will enable the Borrower to proceed with the proposed redevelopment of the Property, which involves the preservation of the historic façades, the demolition of the remainder of the structures, and new construction that is integrated with the preserved historic façade (“the Project”). Upon completion, the Project will have 67 efficiency units, two manager units and approximately 5,000 square feet of ground floor commercial space. All 67 units will have 55-year affordability covenants. Fifty-two units will be subsidized with Section 8 Project Based Vouchers from the Housing Authority of the City of Los Angeles (HACLA) and targeted toward formerly homeless and chronically homeless individuals with HIV/AIDS. Below is a chart providing detail on the new units in comparison to the existing covenanted units. The Project, as proposed, will provide deeper affordability and improved living conditions for the tenants.

	TCAC	Existing		Proposed		Income Limit
		Unit Count	Monthly Rent	Unit Count	Monthly Rent	
30% AMI	\$443	-	-	35	\$443	\$17,730
45% AMI	\$664	-	-	18	\$664	\$26,595
50% AMI	\$738	67	\$738	-	-	\$29,550
60% AMI	\$886	-	-	14	\$664	\$35,460
TOTAL		67		67		

Since tenants will be moved from the Pershing/Roma Hotel to other properties owned and operated by the Borrower’s general partner, Skid Row Housing Trust (SRHT), a Relocation Plan has been prepared by Shober Consulting, Inc. (Attachment E) and has been reviewed and approved by CRA/LA staff. At the time of preparation, there were 62 occupied tenant households.

California Redevelopment Law permits subordination of income and use restrictions to a lender's financing where an economically feasible alternative method of financing the project on substantially comparable terms and conditions is not available without subordination, and where the lender agrees to provide specific notice and cure provisions. Subordination of the CRA/LA housing covenants and use restrictions is required by the State of California Department of Housing and Community Development (HCD) as a condition of funding their loan and will also be required by the new construction and permanent lender(s). Prior to agreeing to conventional lender subordination, the CRA/LA will require that the Subordination Agreement contains notice and cure provisions which reasonably protect the CRA/LA's covenant in the event of the Borrower's default under any of the senior loans (Subordination Resolution, Attachment C).

PREVIOUS ACTIONS

November 2, 2000: Prior Agency Board of Commissioners authorization to subordinate two deeds of trust to two deeds of trust from HCD.

October 15, 1992: Prior Agency Board of Commissioners authorization to execute a Fifth Amendment to Loan Agreement to provide additional \$200,000, increasing the total loan amount from \$1,846,987 to \$2,046,987.

DISCUSSION & BACKGROUND

Developer Entity

Skid Row Housing Trust is a California nonprofit public benefit corporation formed in 1989 whose mission is to end homelessness and improve the quality of life for the most vulnerable people in the Skid Row area. Since its incorporation, SRHT has acquired, renovated or built 22 projects and operates over 1,500 units of permanent, affordable, service-enriched housing, and currently has 2 projects in various stages of development with 204 units.

Location

The Property is located at the southeast corner of 5th and Main Streets at the intersection of the Central City East and Historic Core subareas of the City Center Redevelopment Project Area. Over the past few years, this area has undergone a remarkable transformation, particularly around the intersection of 5th and Main Streets, which has become the center of Gallery Row and the popular Downtown Art Walk on the second Thursday of every month.

Site Description

The Property encompasses two parcels, one with two lots (500-02 and 504-06 S. Main Street) and the other with one lot (508-10 S. Main Street). Together, the two parcels comprise approximately 15,449 square feet, which is roughly 0.36 acres. Each lot is improved with a two- or three-story building. The structure at 500-502 S. Main Street and its annex at 504-506 S. Main Street were completed in 1889 and 1906, respectively, as a commercial venture for Charles Charnock. The structure at 508-510 S. Main Street was completed in 1906 as a separate building from the other two; however the three were combined in a 1988 remodel and structural upgrade. Of the three buildings, only the original Charnock structure was deemed eligible for listing on the National Register of Historic Places.

Project Description

The New Pershing Apartments will be a new construction, mixed-use rehabilitation and historic façade preservation of three existing structures on the southeast corner of 5th and Main Streets

in Downtown Los Angeles. The façade of the original Charnock structure, along with the Main Street façades of the other two buildings and certain interior features that remain from the period of significance, will be preserved and restored. Galvin Preservation Associates reviewed the proposed reconstruction in a report dated May 2012 (“Historic Resource Report, New Pershing Apartments”) and concluded that the Project complies with the Secretary of the Interior’s Standards for the treatment of historic properties and so is eligible for a Class 31 CEQA exemption.

There will be a courtyard in the building providing ample natural light and ventilation to the inner units. It will also serve as the building’s hub in which residents can engage one another, take advantage of amenities provided within the building, and to use as peaceful exterior space when they are seeking a diversion from the distractions and noise of the downtown streets. The users will enter off of 5th Street which opens to the courtyard. The community room will include a kitchen along with a full size refrigerator, cook top and range, cabinetry, storage, a public restroom and seating for use by the residents and will open up on to the courtyard to allow events to utilize the exterior space as an extension of the community room. Other building amenities adjacent to the courtyard include a laundry facility and administrative offices providing various resident services. Subterranean parking with access from the alley will be provided beneath the units.

Along the Main Street frontage there will be approximately 5,000 square feet of commercial space. The unit mix for the New Pershing Apartments will include 67 efficiency units and 2 one-bedroom units for onsite managers. Each unit will include a fully accessible/adaptable bathroom, an accessible/adaptable kitchenette with refrigerator and cooktop, and a storage closet.

CRA/LA Loan Terms

The term for the Amended and Restated Loan Agreement will be 55 years; it will accrue interest at 3% per annum, and will be repaid from a pro-rata share of the Project’s residual receipts during operations. The purpose of the modified CRA/LA Loan is to make possible the development of rental housing that will remain affordable to low- and very low-income households for at least 55 years. Given the financial structure of affordable rental housing, including long-term restrictions on the maximum amount of rent that may be charged, it is not anticipated that CRA/LA will recapture its investment and/or accrued interest.

SOURCE OF FUNDS

Loan proceeds are fully disbursed; no new CRA/LA funds are required for this action. The sources of funds for the existing Loan were the Bunker Hill Replacement Housing Trust Funds Seismic Program (\$1,269,949), Federal Rental Rehabilitation Funds (\$345,000), Bunker Hill Housing of Benefit Trust Funds Seismic Program (\$232,038) and CBD Low and Moderate Income Housing Funds (\$200,000).

ROPS AND ADMINISTRATIVE BUDGET IMPACT

The existing loans constitute “housing assets” as defined in AB 1484 [Section 34176(e)] and are expected to be transferred to the housing successor (LAHD) shortly. LAHD has been advised of the actions in this memorandum and concurs with the proposal for restructuring the CRA/LA’s debt. As a “housing asset” any loan repayment would not be allocated to the taxing entities, but would go to the housing successor and be required to be used by the housing successor for affordable housing purposes. The proposed actions are consistent with the treatment of housing

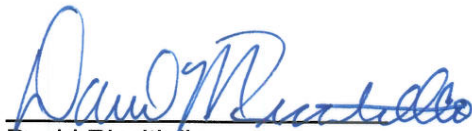
asset loan repayments under AB1484 as the new loan agreement will extend the affordability restrictions for an additional 55 years.

ENVIRONMENTAL REVIEW

The project is exempt from CEQA pursuant to Section 15302 (reconstruction of an existing structure located on the same site as the structure replaced and with substantially the same purpose and use) and Section 15331 (reconstruction of a historic resource consistent with the Secretary of the Interior's Standards).

Christine Essel
Chief Executive Officer

By:



David Riccitiello
Chief Operating Officer

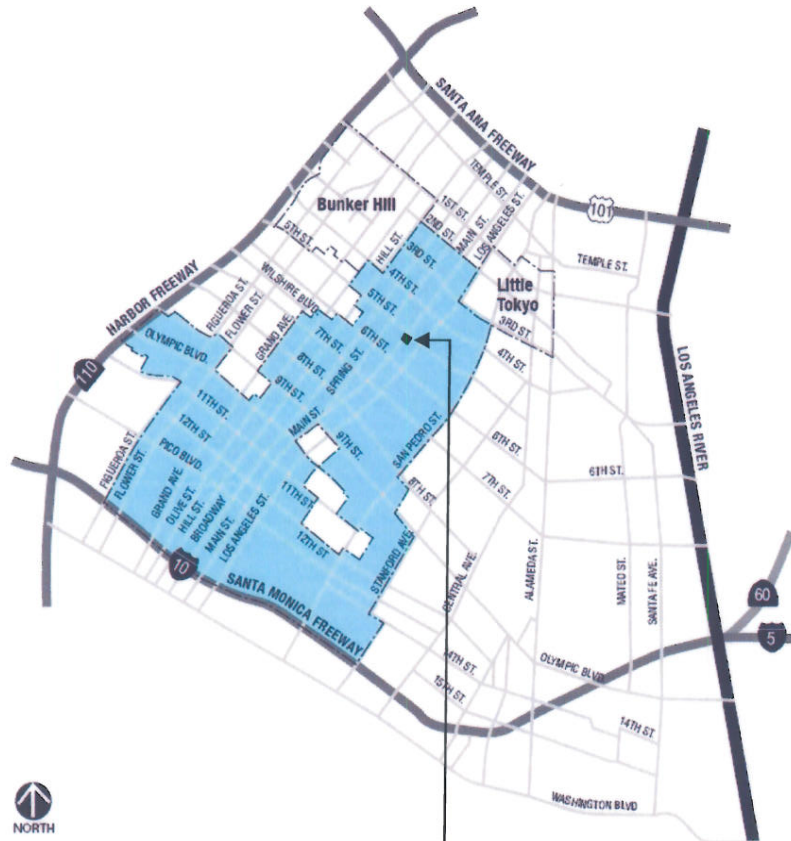
There is no conflict of interest known to me which exists with regard to any CRA/LA officer or employee concerning this action.

ATTACHMENTS

- Attachment A: Location/Site Map
- Attachment B: Sources and Uses
- Attachment C: Subordination Resolution
- Attachment D: Replacement Housing Resolution
- Attachment E: Replacement Housing Plan
- Attachment F: Relocation Plan

ATTACHMENT A

Location/Site Map of Proposed Project
500-510 S. Main Street



New Pershing
Apartments
site



Attachment B
New Pershing Apartments Project - Sources and Uses of Funds

TOTAL SOURCES OF FUNDS	
Construction Financing	
CRA/LA	\$ 3,547,290
Construction Loan	15,203,629
Los Angeles Housing Department (LAHD) Affordable Housing Trust Fund	3,500,000
California Department of Housing and Community Development (HCD) Special User Housing Rehabilitation Program (SURHP) and California Housing Rehabilitation Program (CHRP)	1,311,714
Low Income Housing Tax Credits 9%	4,264,551
General Partner (GP) Equity	100
Costs Deferred during Construction	2,593,000
Total Construction Sources	\$ 30,420,284
Permanent Financing	
CRA/LA	\$ 3,547,290
Permanent Loan	1,750,000
California Department of Housing and Community Development (HCD) Multifamily Housing Program (MHP)	4,538,695
Los Angeles Housing Department (LAHD) Affordable Housing Trust Fund	3,500,000
California Department of Housing and Community Development (HCD) Special User Housing Rehabilitation Program (SURHP) and California Housing Rehabilitation Program (CHRP)	1,311,714
Low Income Housing Tax Credits 9%	14,830,437
General Partner (GP) Equity	100
Deferred Developer Fee	942,048
Total Permanent Sources	\$ 30,420,284
TOTAL USES OF FUNDS	
Land & Existing Improvement	\$ 5,213,004
Total Hard Construction Costs (Estimate Only)	17,634,560
Soft Costs	7,572,720
Total	\$ 30,420,284

ATTACHMENT C

**CRA/LA, A DESIGNATED LOCAL AUTHORITY
(Successor Agency to the Community Redevelopment Agency of the City of Los Angeles, CA)**

RESOLUTION NO. _____

A RESOLUTION OF THE CRA/LA, A DESIGNATED LOCAL AUTHORITY (SUCCESSOR TO THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF LOS ANGELES, CALIFORNIA) REGARDING THE SUBORDINATION OF ITS USE RESTRICTIONS PURSUANT TO SECTION 33334.14 OF THE COMMUNITY REDEVELOPMENT LAW.

WHEREAS, the CRA/LA, a Designated Local Authority ("CRA/LA"), a public body formed under Health & Safety Code § 34173(d)(3), as successor to the Community Redevelopment Agency of the City of Los Angeles, California, (the "Prior Agency") entered into a Loan Agreement and subsequent amendments (the "Loan Agreement") with Single Room Occupancy Housing Corporation pursuant to which the CRA/LA loaned to the Developer funds for the purpose of developing housing that is affordable to persons or families of low and very low income (the "Project"); and

WHEREAS, a new limited partnership, Renato Apartments, L. P. ("Developer"), was formed in 2008 for the purpose of developing and operating the Renato Apartments, a 96 unit single room occupancy hotel for very low income residents in the skid row area; and

WHEREAS, the Loan Agreement requires covenants to be recorded against the Project placing certain limits on the maximum rents that can be charged, and the maximum income that can be earned by tenants qualified to rent such housing (the "Income and Rent Restrictions"); and

WHEREAS, Section 33334.14 of the Community Redevelopment Law permits the CRA/LA, under certain circumstances, to subordinate the Income and Rents Restrictions to the lien of a lender providing financing for the Project; and

WHEREAS, the Developer has obtained commitments of financing from lenders conditioned upon the subordination of the CRA/LA's Income and Rent Restrictions; and

WHEREAS, there has been presented to the CRA/LA evidence sufficient on which to find that an economically feasible alternative method of financing the Rental Project on substantially comparable terms and conditions, but without subordination, is not reasonably available; and

WHEREAS, effective on February 1, 2012, CRA/LA succeeded to all of the Prior Agency's authority, rights, powers, duties, and obligations pursuant to Health & Safety Code § 34173(b).

NOW, THEREFORE, THE CRA/LA DOES HEREBY RESOLVE AS FOLLOWS:

1. The CRA/LA hereby finds that an economically feasible alternative method of financing the Project on substantially comparable terms and conditions, but without subordination, is not reasonably available.

2. The CRA/LA hereby authorizes the Chief Executive Officer of the CRA/LA, or such other official of the CRA/LA as the Chief Executive Officer may designate, to take such actions as may be necessary in order to subordinate the CRA/LA's Income and Rent Restrictions to the lien of the lenders providing financing for the Project, but only upon receipt by the Chief Executive Officer or such designee of written commitments from such lender, reasonably designated to protect the CRA/LA's investment in the event of default, such as the following:

- (a) a right of the CRA/LA to cure a default on the loan;
- (b) a right of the CRA/LA to negotiate with the lenders after a notice of default has been issued by the lenders;
- (c) a right of the CRA/LA to purchase the project from the Developer at any time after a default on the loan; and
- (d) an agreement that if, prior to foreclosure of the loan, the CRA/LA takes title to the project and cures the default on the loan, the lender will not exercise any right it may have to accelerate the loan by reason of the transfer of title to the CRA/LA.

ADOPTED BY CRA/LA ON:

**CRA/LA, A DESIGNATED LOCAL AUTHORITY
(Successor Agency to the Community Redevelopment Agency of the City of Los Angeles, CA)**

Resolution No. _____

A RESOLUTION OF THE CRA/LA, A DESIGNATED LOCAL AUTHORITY, ADOPTING THE REPLACEMENT HOUSING PLAN FOR THE DWELLING UNITS TO BE REMOVED FROM THE LOW- AND MODERATE-INCOME HOUSING MARKET IN CONNECTION WITH THE PROPOSED DEMOLITION OF THE PERSHING/ROMA HOTEL HOUSING UNITS AND CONSTRUCTION OF THE NEW PERSHING APARTMENTS HOUSING UNITS, LOCATED AT 500-510 SOUTH SAN JULIAN STREET, LOS ANGELES, IN THE CITY CENTER REDEVELOPMENT PROJECT AREA IN ACCORDANCE WITH THE PROVISIONS OF THE REDEVELOPMENT PLAN.

WHEREAS, CRA/LA staff, pursuant to the provisions of the California Community Redevelopment Law, Health and Safety Code Sections 33413.5 and the CRA/LA Development Guidelines and Controls for Residential Hotels in the City Center and Central Industrial Redevelopment Project Areas Section IV.B., has prepared a Replacement Housing Plan, a copy of which is attached hereto as Exhibit A, to identify the replacement units for thirty-two (32) Very Low Income housing units, which are proposed to be removed from the housing market as a result of the proposed partial demolition of the Pershing/Roma Hotel and the construction of the New Pershing Apartments Project within the City Center Redevelopment Project Area ("City Center Project Area"), located at 500-510 South Main Street, City of Los Angeles; and

WHEREAS, for a reasonable time prior to the adoption of this Resolution, the CRA/LA has made available a draft of the Replacement Housing Plan to the public.

NOW, THEREFORE, BE IT RESOLVED BY THE CRA/LA, A DESIGNATED LOCAL AUTHORITY AS FOLLOWS:

The Replacement Housing Plan is in conformity with the provisions of the California Community Redevelopment Law and the Redevelopment Plan for the City Center Project Area and is hereby approved and adopted.

ADOPTED BY THE CRA/LA-DLA GOVERNING BOARD: _____

ATTACHMENT E

NEW PERSHING APARTMENTS REPLACEMENT HOUSING PLAN

I. [SECTION 100] INTRODUCTION

Pursuant to State Law (Health and Safety Code Section 33413 (a)), whenever dwelling units housing persons and families of low and moderate income are destroyed or removed from the low and moderate income housing inventory as part of a redevelopment project which is subject to a written agreement with the Agency or where financial assistance has been provided by the Agency, the Agency shall, within four (4) years of the destruction or removal, rehabilitate, develop, or construct, or cause to be rehabilitated, developed or constructed for rental or sale to persons of low and moderate income, an equal number of replacement units which have an equal or greater number of bedrooms as those destroyed or removed at affordable housing cost within the jurisdiction of the Agency.

The replacement dwelling units shall be available at affordable housing cost to persons in the same or a lower income category (extremely low or very low) as the persons displaced from those destroyed or removed units. If the proposed replacement dwelling units are to be located outside of the Project Area in which they were removed, the Agency will cause to be developed two units for each unit that otherwise would have been required to be available inside a project area.

The Agency may replace destroyed or removed dwelling units with a fewer number of replacement units if the number of bedrooms in the replacement units exceeds the number of bedrooms being removed and the replacement units are affordable to and occupied by the same income level of households as the removed units. This requirement is separate from the requirement for residential relocation.

The "Redevelopment Plan" (defined below) for the "Project Area" (defined below) was prepared by the Community Redevelopment Agency of the City of Los Angeles, California and adopted by the Los Angeles City Council on May 15, 2002.

This document constitutes the "Plan" (defined below) for the "New Pershing Apartments" project (defined below). The Plan will guide and facilitate the rehabilitation or construction of replacement housing for persons or families of low/moderate income in accordance with the requirements of the Redevelopment Plan.

The replacement dwelling units shall be available at affordable housing costs and constructed in accordance with relevant provisions of the Community Redevelopment Law, the "CRA/LA Development Guidelines" (defined below) and this Plan. Vacant units formerly housing persons or families of low/moderate income shall also be replaced according to the above provisions and shall be available and affordable to persons or families of the same income categories as those which previously occupied the removed dwelling units.

Persons or families displaced from their dwelling units by the New Pershing Apartments project shall receive priority for occupancy in the constructed "Replacement Dwelling Units" (defined below). The proposed site of the New Pershing Apartments project is located at 500-510 S. Main Street, Los Angeles, California ("Site") in the City Center Redevelopment Project Area. The total development site comprises approximately 15,449 square feet and is improved with a 23,926 square foot, three-story structure originally built in 1889 with an addition completed in 1904 (the "Pershing Hotel"), and a 13,400 square foot, three-story structure built in 1906 (the "Roma Hotel"); the two buildings were reconfigured in 1988 to operate as one facility (the "Pershing/Roma Hotel") containing 67 single room occupancy ("SRO") units and 2 manager units. Skid Row Housing Trust is the developer and sole general partner of the affiliated ownership entity, Church and Temple Housing Partnership 2, a California limited liability partnership ("Developer"). The Developer intends to demolish the rear

ATTACHMENT E

portion of the existing improvements to be replaced with new construction that is integrated with the remaining portions and configured to function as one building containing 67 efficiency units and two manager units.

A Relocation Plan has been prepared and has been reviewed and approved by CRA/LA staff. At the time of preparation in March 2012, there were 62 occupied tenant households. The Developer has provided the Relocation Plan to the existing tenants and to the public for the mandatory 30-day review period.

II. [SECTION 200] GENERAL DEFINITIONS

The following definitions will govern the meaning and interpretation of this Plan unless the context otherwise requires:

- A. "Affordable Rent," persons and families of extremely low income and very low income households shall have the same meanings as defined by the Health and Safety Code and other state and local laws and regulations pertinent thereto.
- B. "Agency" means the CRA/LA, a Designated Local Authority and successor to the Community Redevelopment Agency of the City of Los Angeles, California.
- C. "City" means the City of Los Angeles, California.
- D. "CRA/LA Development Guidelines" means the CRA/LA Development Guidelines and Controls for Residential Hotels in the City Center and Central Industrial Redevelopment Project Areas.
- E. "Extremely Low Income" and "Very Low Income" shall mean incomes not exceeding 30% and 50% of median income, respectively.
- F. "Moderate Income" and "Low Income" shall have the same meaning as set forth in the Health and Safety Code Section 50093.
- G. "Plan" means this Replacement Housing Plan.
- H. "Project Area" means the area included within the boundaries of the City Center Redevelopment Project Area.
- I. "Redevelopment Plan" means the Redevelopment Plan for City Center Redevelopment Project.
- J. "Replacement Dwelling Unit" means a dwelling unit rehabilitated, developed or constructed in replacement of a dwelling unit destroyed or removed from the low/moderate income housing inventory by the Agency and which is decent, safe and sanitary, and contains at least the same number of bedrooms and other living areas as the dwelling unit destroyed or removed by the Agency. The replacement dwelling unit may be for rental or for-sale.
- K. "Site" means the real property at 500-510 S. Main St. in Los Angeles, California.
- L. The "New Pershing Apartments" project means the future development of a 69 unit (including 2 units for resident managers), 100% affordable housing project with approximately 23 subterranean parking spaces.

III. [SECTION 300] PURPOSE OF THE PLAN

The Agency proposes to implement the Redevelopment Plan by approving the following request:

ATTACHMENT E

The Developer proposes to preserve the historic façades, demolish the remainder of the existing structures including the housing units, and replace with new construction that is integrated with the preserved historic façades (the "Project"). The completed Project would have

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50% AMI	\$738	67	\$738	-	-	\$29,550
60% AMI	\$886	-	-	14	\$664	\$35,460
TOTAL		67		67		

The replacement dwelling units, which will be housed on the same site will contain at least the same number of bedrooms and other living areas as the dwelling units removed at the New Pershing Hotel.

IV. [SECTION 400] GENERAL LOCATION OF HOUSING

The location of the replacement dwelling units to be constructed will be located at 508-510 S. Main Street in the City Center Redevelopment Project Area.

V. [SECTION 500] METHOD OF FINANCING

The CRA/LA is authorized to finance projects developed under replacement housing plans with the assistance of the City of Los Angeles, the Federal Government, the State of California, CRA/LA bonds, tax increment, and/or other available resources.

VI. [SECTION 600] FINDING THAT THE REPLACEMENT HOUSING DOES NOT REQUIRE APPROVAL UNDER ARTICLE XXXIV OF THE CALIFORNIA CONSTITUTION

It is hereby found and determined that the replacement housing under this Plan does not require approval of the voters pursuant to Article XXXIV of the California Constitution.

ATTACHMENT E

By its terms, Article XXXIV is only applicable if the project to be developed, constructed, or rehabilitated is to be a low rent housing project as defined in Article XXXIV.

The identified replacement housing project will be developed on the same site as the units that are temporarily removed from the market in Los Angeles, California.

In any event, Proposition J, which was approved by the voters of the City of Los Angeles in June 1980, allows any local public agency to provide up to 1,000 low-rent housing units in each of the fifteen council districts in the City of Los Angeles.

VII. [SECTION 700] TIME FRAME FOR DEVELOPMENT OF THE REPLACEMENT HOUSING

The Certificate of Occupancy for the replacement dwelling units is expected to be issued in 2014. Thus, replacement dwelling units will be constructed within the four-year period as required by State Law and the CRA/LA Development Guidelines.

VIII. [SECTION 800] CONSULTATION

Pursuant to California Redevelopment Law (Health and Safety Code Section 33413.5), the draft Replacement Housing Plan will be made available for review and comment by the general public and relevant public agencies.

RELOCATION PLAN FOR THE NEW PERSHING APARTMENTS PROJECT



Prepared for
Skid Row Housing Trust
1317 E. 7th Street
Los Angeles, CA 90021

By
Shober Consulting, Inc.
March 2012

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INTRODUCTION

The Pershing Hotel, located at 502 S. Main Street (on the corner of Fifth and Main) in downtown Los Angeles, is in the planning stages of a major multi-million dollar construction and renovation project. Owned and managed by the Skid Row Housing Trust (SRHT), the Pershing Hotel consists of 69 single-room units, 62 of which are occupied. The rehabilitation to the Pershing Hotel will require permanent relocation of all tenants, because the construction and renovation will take longer than 12 months to complete, and temporary relocations must, by law, be completed in less than 12 months. Skid Row Housing Trust has therefore developed this Relocation Plan to ensure the successful relocation of all the tenants at the Pershing Hotel.

IMPROVEMENTS

The planned project will involve new construction, and preservation of the building's historic exterior. The improved New Pershing Apartments will be a unit-for-unit replacement that includes 67 efficiency units plus two (2) one-bedroom apartments for managers. There will be retail space on the street level of the structure along Main and Fifth streets. Fixtures and amenities will be modernized in every unit. There will be accessible/adaptable bathrooms; accessible/adaptable kitchenettes with refrigerators and cook tops; and storage closets. The New Pershing Apartments will also incorporate significant communal areas and green spaces in the form of functional community rooms and an open courtyard. The distinctive, historically significant Victorian façade of the existing Pershing Hotel will be preserved. Skid Row Housing Trust will continue to provide supportive services to tenants in the improved property.

RELOCATION ISSUES

SRHT's relocation strategy is described in detail in this document. The special situation of the Pershing Hotel with regard to relocation is that 54 of its 62 tenants currently receive "Shelter Plus Care" subsidies. These tenants can continue to receive these subsidies and supportive services at other properties owned and managed by SRHT, if they choose to do so. Skid Row Housing Trust is committed to assisting the tenants to relocate in other properties it owns, which would allow tenants to continue receiving the subsidies and supporting services of Shelter Plus Care.

In addition to the Shelter Plus Care tenants, there are eight (8) tenants who do not receive Shelter Plus Care assistance. These market rate units (205, 208, 215, 222, 227, 228, 230, and 301) pay rents varying in amount, but substantially above the subsidized rental rates.

FUNDING

The New Pershing Apartments Project will be funded by federal HOME money from the anticipated LAHD Affordable Housing Trust fund award, the state of California Department of Housing and Community Development Multifamily Housing Program funds (HCD), and Project-Based Section 8 from the Housing Authority of the City of Los Angeles (HACLA). Skid Row Housing Trust will be applying for 9 percent tax credits. The project also has an existing CRA note and existing notes from HCD that will be recast to coincide with the terms of the new loans. SRHT will also obtain private construction and permanent loan debt, but this will be conventional debt. SRHT retains the option of augmenting additional funding sources for their project, and removing funding previously anticipated, if it so desires.

Attachment F - New Pershing Apartments

SRHT anticipates circulating this Relocation Plan to appropriate and interested parties, including the City of Los Angeles Housing Department (LAHD), appropriate state agencies, and the local HUD relocation office.

* * * * *

This Relocation Plan is presented in four sections:

- SECTION I:** Consists of Project area descriptions, the general demographic information, and the City of Los Angeles' housing profile.
- SECTION II:** Consists of survey methodology and an assessment of the aggregate relocation needs of residents to be displaced as a result of the development, with explanation of how these needs are to be met.
- SECTION III:** Consists of an assessment of the availability of comparable replacement housing sites within Skid Row Housing Trust's inventory of properties, or comparable replacement housing within the City of Los Angeles and surrounding areas.
- SECTION IV:** Consists of a summary of the policies and procedures SRHT will follow to ensure a fair and equitable relocation program, consistent with the federal Uniform Relocation Act (URA), and the California Health and Safety Code, plus a Relocation Cost Estimate.

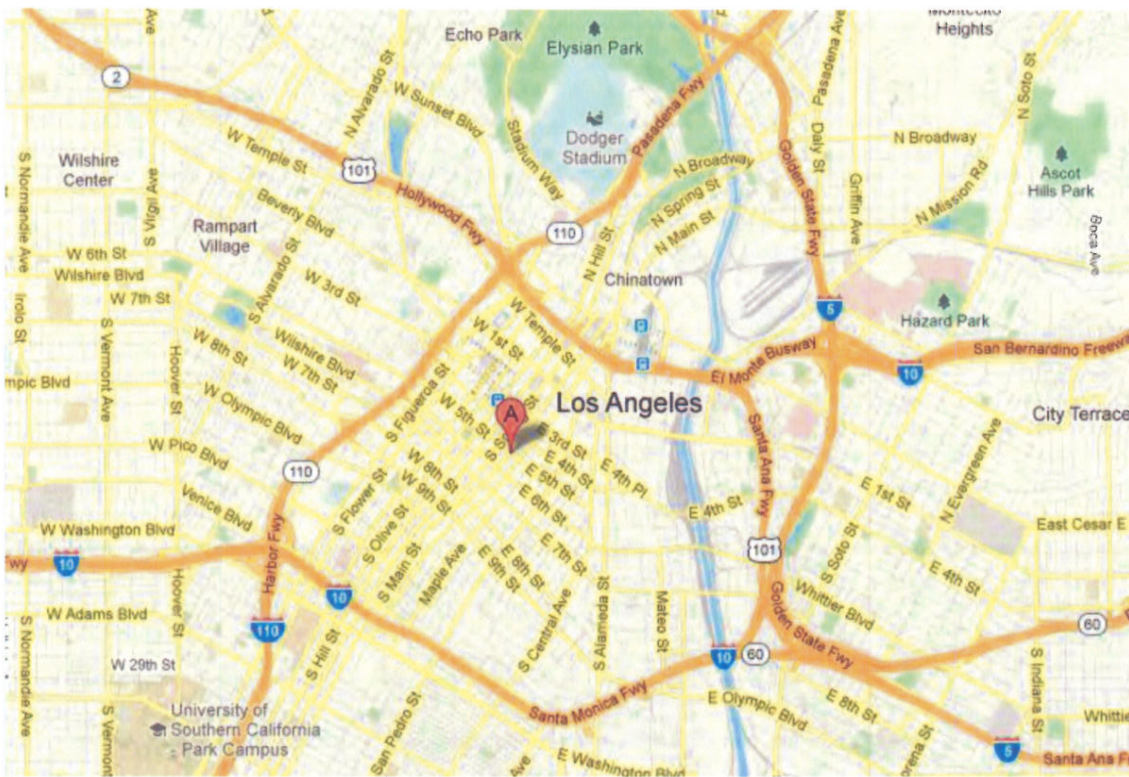
Shober Consulting, Inc., an experienced professional relocation consulting firm, prepared this Relocation Plan (the Plan) in accordance with the applicable provisions of the Uniform Relocation Act, the United States Department of Housing and Urban Development (HUD) Handbook 1378, and Skid Row Housing Trust's existing relocation policies. SRHT reserves the right to modify concepts and elements of this Relocation Plan, while continuing to satisfy its commitments and requirements. Timing, funding and construction schedules are still in the planning stages, but a 2014 completion date is anticipated for the renovation of the New Pershing Apartments.

SECTION I: PROJECT AREA DESCRIPTION

A. THE REGIONAL LOCATION

The Pershing Hotel is located in the Downtown Central Business District of Los Angeles, shown on the map below with the letter “A”. This area of Downtown Los Angeles is bordered by the Harbor Freeway on the west side, the Santa Monica Freeway on the South, the Hollywood Freeway on the north, and Alameda Street on the east. This area has been greatly improved over the last decade in ways that have allowed its distinguished architecture to become apparent and attractive to a more vibrant, multi-faceted population. The additions of LA Live, the Staples Center and Nokia Arena all add to the increasing cultural and arts flavor in downtown Los Angeles. An aggressive housing component has evolved, including loft spaces for live/work opportunities, plus other housing complexes. Skid Row Housing Trust has been at the forefront of this movement towards more residential housing in the downtown area, and operates over twenty properties for low-income residents.

Regional Map



C. GENERAL DEMOGRAPHIC INFORMATION AND HOUSING PROFILE

The City of Los Angeles is a multi-cultural and multi-racial community. It has one of the most diversified populations in the nation, with an estimated population of 3,792,621 according to the 2010 U.S. Census. There are over 75 separately identifiable ethnicities living in Los Angeles.

Los Angeles has approximately 1,408,765 housing units in total, with 39% being single-family housing units, while 61% are non-single-family units. According to the Central City Community Plan, prepared by the City of Los Angeles Planning Department, the downtown area’s housing stock is characterized by a high ratio of multiple family residential dwelling units (94% of total units).

The project area is densely populated. Households in the City of Los Angeles average 2.81 persons per household, while Central City households consist of an average of 1.53 persons per unit. In the three square miles of the Central City area, the population is 11,501 people per square mile, as compared to 8,092 people per square mile in all of Los Angeles proper and 239 people per square mile in California statewide.

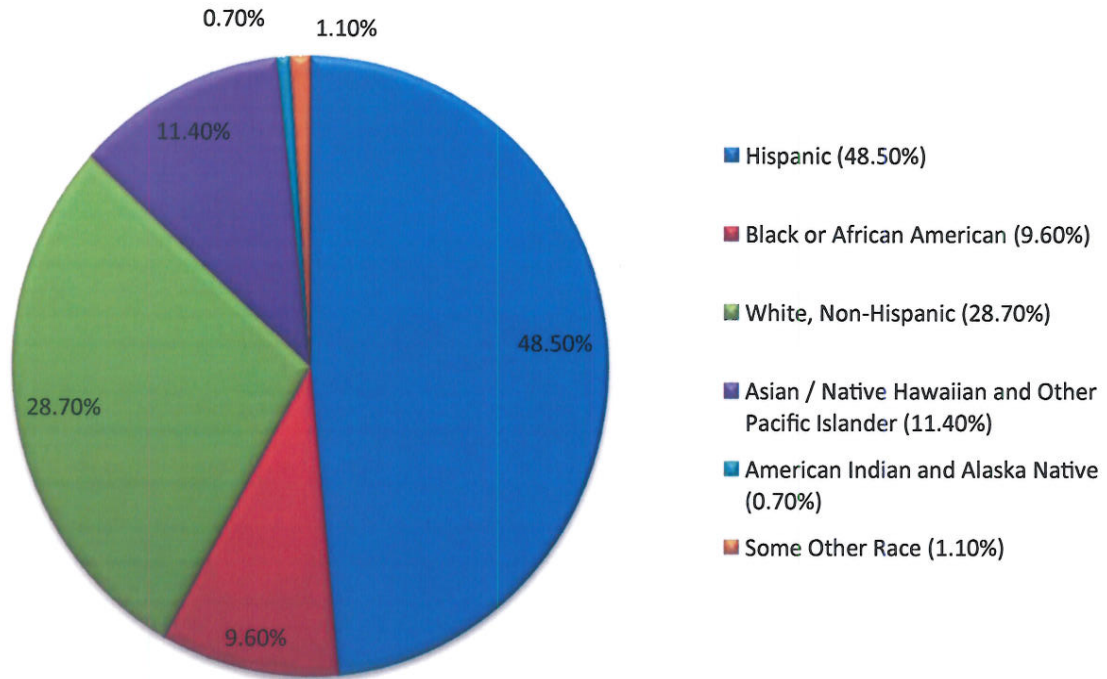
Area’s Racial and Ethnic Characteristics

The table below displays the population mix as reported by the 2010 U.S. Census for the City of Los Angeles. In Los Angeles, there is a wide co-mingling of ethnic and racial groups, so identification of race is subjective by definition.

2010 POPULATION OF THE CITY OF LOS ANGELES 3,792,621

White	1,888,725	49.80%
Black or African American	364,092	9.60%
American Indian and Alaska Native	26,548	0.70%
Asian	428,566	11.30%
Native Hawaiian and Other Pacific Islander	3,793	0.10%
Some Other Race	906,436	23.90%
Two or More Races	174,461	4.60%
Total Population	3,792,621	100%

Self-Classified Ethnic Mix of the City of Los Angeles



The residential population of the City of Los Angeles is ethnically and racially diverse. Many people classify themselves as multi-ethnic, with 48.50% identified as Hispanic, 9.60% as Black or African American, 28.70% as White, Non-Hispanic, 11.40% as Asian/Native Hawaiian and Other Pacific Islander, and 0.70% as American Indian and Alaska Native.

SECTION II: ASSESSMENT OF RELOCATION NEEDS

A. METHODOLOGY

Shober Consulting staff conducted initial personal on-site interviews with 60 of the 62 tenants living in the Pershing Hotel, after conducting a communal Tenant Meeting. At the meeting plans, options and timing were explained and all questions answered. The individual confidential interviews were then conducted the week of February 27 through March 5, 2012. All interviews were conducted in either Spanish or English, depending on the preference of each tenant. A letter with an accompanying questionnaire was hand-delivered to each unit where the tenant had not yet spoken with Shober staff. Only two (2) residents chose not to speak one-on-one with a relocation consultant. For those tenants not interviewed, general information regarding the planned relocation was provided by SRHT staff and SRHT resident managers.

The purpose of the interviews was to obtain tenant information for the preparation of this Relocation Plan. Inquiries included occupancy status, age, household size and composition, income and rental information, length and type of occupancy, and presence of any disabilities and/or health problems. Another topic dealt with tenant's continued participation in the existing Shelter Plus Care Program.

B. SURVEY RESULTS

The survey results confirm that most of the Pershing Hotel tenants wish to remain within SRHT's Shelter Plus Care program. There is a widespread tenant satisfaction with the management. Some of the nine (9) tenants with Section 8 Housing Choice Vouchers expressed interest in moving to non-SRHT properties, mostly because they would like to move outside of Downtown Los Angeles. These tenants are individually subsidized through the Section 8 Housing Choice Voucher Program, which is a stand-alone federal program that does not necessarily provide Shelter Plus Care supportive services. These vouchers are portable throughout the county. Others wished to transfer their Section 8 status to other available SRHT sites.

1. Occupancy of Residential Units

The interview procedures were conducted with 60 of the 62 tenants (97%). This initial information was gathered without the verified income documentation that may be necessary when actual relocation implementation occurs. The information collected thus far allows SRHT to plan the relocation in a realistic time frame, taking into consideration the varying tenant needs and preferences.

2. Household Income

Household income will be verified with existing records before claims are paid by SRHT for any Rental Assistance Payments (RAP). All tenants at the Pershing Hotel are low income. See *Attachment 1*, for City of Los Angeles current income levels for affordable housing units. All tenants are single occupants.

Attachment F - New Pershing Apartments

A brief summary shows the range of declared incomes:

INCOME LEVELS	NUMBER OF HOUSEHOLDS
Under \$99/month	0
\$100-\$199/month	4
\$200-\$299/month	25
\$300-\$399/month	1
\$400-\$499/month	0
\$500-\$599/month	1
\$600-\$699/month	1
\$700-\$799/month	0
\$800-\$899/month	19
\$900-\$999/month	0
\$1,000-\$1,099/month	4
\$1,100-\$1,199/month	1
\$1,200-\$1,299/month	1
\$1,300-\$1,399/month	1
\$1,400-\$1,499/monthly	1
\$1,500-\$1,599/monthly	0
\$1,600-\$1,699/monthly	1
No Information/Declined to State	2
TOTAL HOUSEHOLDS REPRESENTED	62

Income figures will be verified before any tenant RAP payments occur.

3. Replacement Housing Needs and/or Assessment Needs

At present, each of the 69 units has one room. There are no bathrooms or kitchenettes in any of the units. Communal bathrooms are down the hallway. There are two main sets of stairs exiting the property, with an elevator for necessary use only.

4. Ethnic Mix

Bilingual relocation consultants have conducted interviews and provided information in both English and Spanish. The population in the Pershing Hotel is primarily English-speaking, with only a few tenants who exclusively speak Spanish.

Project Area Ethnic Mix

Ethnicity	Number of Units
Hispanic	15
Black/African American	37
White/Caucasian	9
Asian	1
Total	62

5. Senior and Disabled Tenants

There are approximately 10 residents over the age of 62. To be eligible for the Shelter Plus Care Program, tenants must demonstrate a mental or physical disability including, but not limited to, mental illness, substance or alcohol abuse, and HIV/AIDS. The Pershing Hotel has 54 Shelter Plus Care tenants, therefore 54 tenants have a physical or mental disability.

6. Locational Preferences / Needs

Each tenant will be given the opportunity to be permanently relocated within the other Skid Row Housing Trust properties that provide Shelter Plus Care programs. Pershing Hotel tenants will be given priority for any openings in appropriate SRHT properties, with the understanding that each SRHT property has certain eligibility requirements, which must be maintained.

Relocation staff will assist in each tenant's relocation requirements and preferences and will attempt to accommodate the tenant's wishes when providing identification of any needed relocation sites. Any tenant-selected replacement site will be inspected to make sure it meets the "decent, safe, and sanitary" dwelling requirements.

SECTION III: HOUSING RESOURCES

The definitive and preferred plan for the New Pershing Apartments construction and renovation program includes permanent relocation within other SRHT properties that provide Shelter Plus Care. Pershing Hotel tenants could be given priority at all appropriate SRHT properties. It is expected that all 62 tenants will be able to be placed in SRHT properties through vacancies naturally occurring at these sites. Relocation staff will plan, monitor and help implement the moves from the Pershing Hotel to other SRHT properties.

Pershing Hotel tenants are free to choose to permanently relocate to sites outside SRHT auspices. These tenants will be eligible for rental assistance benefits and will be helped by relocation consultants to find decent, safe and sanitary replacement housing. The nine (9) tenants who currently have Section 8 Housing Choice Vouchers, or are in process of receiving vouchers, will be given priority eligible units in SRHT properties. These tenants may qualify for units in SRHT buildings that Shelter Plus Care tenants do not.

A. OUTSIDE-OF-BUILDING RESIDENTIAL RESOURCES AVAILABLE

One assurance in this Relocation Plan is to verify the availability of comparable decent, safe, and sanitary housing prior to the displacement of residential occupants. Because renovations will not occur until later in 2012 at the earliest, naturally the market will change in terms of specific units that will be on the housing market at the time of displacement.

Shober Consulting believes there will be very little difficulty identifying potential replacement sites in the immediate downtown Los Angeles area, as the data below indicates. SRHT anticipates providing comparable units in many of its other downtown properties. The normal attrition rate will suffice for those tenants who want to stay in SRHT properties. Other non-profit agencies maintain steady vacancy rates through attrition, as well, and will be added to the referrals regularly made available.

Shober Consulting prepared an exhaustive Rental Survey for the Los Angeles CRA in 2006. This survey was commissioned by the CRA to update its record of affordable housing units in the downtown Los Angeles City Center Area and the Central Industrial Area. The survey attempted to personally contact all managers of the SROs and affordable hotels to monitor rental rates and numbers of units in total. The Survey, referenced herein as *Attachment 2*, can be summarized as follows:

CITY CENTER AREA SROs AND AFFORDABLE HOTELS (4,387 Total Units)

Rental Rates	Number of Rental Units
Under \$200	50
\$201 - \$400	956
\$401 - \$600	2,046
\$601 - \$800	397
Above \$800	938
Total	4,387

Attachment F - New Pershing Apartments

INDUSTRIAL AREA SROs AND AFFORDABLE HOTELS (1,587 total units)

Rental Rates	Number of Rental Units
\$200 - \$400	505
\$401 - \$600	533
\$601 - \$800	80
Above \$800	469
Total	1,587

These summary tables show that there are literally thousands of SROs and affordable units in the two central downtown districts, far more than necessary for the few, if any, tenants who might relocate outside SRHT properties. While there is a wide range of rental rates, there is also continual and steady vacancy through attrition.

The table below shows the current rental rates for the Pershing Hotel, as of February 2012:

PRESENT RENTAL RATES IN THE PERSHING HOTEL

Monthly Rent	Number of Units
Between \$1 - \$50	4
Between \$51 - \$100	27
Between \$101 - \$150	2
Between \$151 - \$200	3
Between \$201 - \$250	12
Between \$251 - \$300	2
Between \$301 - \$350	4
Between \$351 - \$400	6
Between \$401 - \$450	2
Total	62

Attachment F - New Pershing Apartments

In addition to all the inventory of single room occupancies in the downtown area, there are ample single room units available in the vicinity, per rental survey done the week of March 9-16, 2012. The table below shows this fact:

Rent Price Range	Studio / Single / Bachelor
\$401 - \$450	0
\$451 - \$500	1
\$501 - \$550	0
\$551 - \$600	9
\$601 - \$650	13
\$651 - \$700	20
\$701 - \$750	29
\$751 - \$800	24
\$801 - \$850	20
\$851 - \$900	21
\$901 - \$950	5
\$951 - \$1,000	6
Totals	148

The available replacement sites generally are more expensive than the units currently occupied, since the Pershing Hotel units are subsidized already. The relocation guidelines assume such a shortfall, and the rental assistance payment will compensate the tenants for any reasonable comparable rental increases, up to 42 months of subsidy, for any tenant who requires relocation outside the Pershing Hotel. This would apply to only a few tenants, based on our Questionnaire/Interview results.

B. SUMMARY

Replacement housing resources show that there are ample places for any tenant who ends up relocating permanently to sites other than SRHT properties. Affordability guidelines will be followed through the relocation process to ensure that all tenants are relocated in affordable housing units. Those tenants choosing to relocate outside SRHT properties will be few in number, according to our interview results. The continued faith in the Shelter Plus Care program and the use of Section 8 Housing Choice Vouchers will minimize the number of tenants that leave the Skid Row Housing Trust properties.

SECTION IV: THE RELOCATION PROGRAM

The relocation program and assistance will be provided for all tenants. No tenant will receive Rental Assistance Payments based on overcrowded conditions, because all tenants are single occupants. All relocations will be in accordance with the standards and provisions of the State of California Relocation Law, Government Code Section 7260, et seq., and Title 25, chapter 6, Relocation Assistance and Real Property Acquisition, as amended January 1, 1998, the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (URA), the implementing regulations of Handbook 1378 of the Department of Housing and Urban Development (HUD), as appropriate, and the Tenant Habitability Program Regulation of the Los Angeles Housing Department (LAHD), if applicable.

A. PROGRAM ASSURANCES, STANDARDS AND OBJECTIVES

With the federal, state and city regulations as guidelines, the program objectives will be as follows:

1. To fully inform eligible project occupants of the nature of, and procedures for obtaining permanent relocation assistance and benefits within or outside of SRHT properties.
2. To determine the needs of each residential displacee household eligible for assistance, and to analyze each tenant's options.
3. To provide an adequate number of referrals within the SRHT group of properties to comparable, decent, safe and sanitary housing units within a reasonable time prior to displacement, so that no residential occupant displaced is required to move without a minimum of 90 days written notice.
4. To provide current and continuously updated information concerning comparable replacement housing opportunities, both within the SRHT properties, and, when desired, outside those properties.
5. To provide assistance that does not result in different, or separate treatment due to race, color, religion, national origin, sex, sexual orientation, marital status, or other arbitrary circumstances.
6. To supply information concerning federal and state housing programs and other governmental programs providing assistance to displaced persons.
7. To assist each eligible person to complete applications for benefits, to determine the relative merits of the relocation programs.
8. To make relocation benefit payments in accordance with State, HUD and local guidelines.
9. To inform all persons subject to displacement of SRHT's property management policies including eviction.

Attachment F - New Pershing Apartments

B. RELOCATION ADVISORY ASSISTANCE

As a function of the overall relocation assistance program, technical and advisory assistance will be provided by Skid Row Housing Trust, through its relocation representative, to all tenants at the Pershing Hotel. Relocation personnel will be capable of conducting business in either English or Spanish.

The following specific activities will occur or have already occurred in connection with preparation of this Relocation Plan and will occur in its implementation approach:

1. Each tenant affected by the project has been/will be personally interviewed to gather information appropriate to determine needs and preferences with regard to the replacement of existing accommodations. Inquiries made of residential occupants by relocation personnel will cover the following areas: family size, ethnic background, immigration status, age and health considerations, current employment status, family income, transportation needs, and preferences relative to replacement housing.
2. Printed "Residential Information Brochures" will be provided to all displaced persons (See *Attachment 3*). A Spanish Residential Information Brochure will be provided to those households whose primary language is Spanish. Signed acknowledgements will be obtained to verify receipt of this material. Interviews and all follow-ups will be conducted in Spanish or English according to the needs of the resident household.
3. Appropriate replacement housing referrals will be made on a timely basis, to all tenants. Almost all tenants will stay within Skid Row Housing Trust properties. Those choosing not to stay will be assisted by relocation staff to secure appropriate spaces.
4. As soon as feasible, the relocation consultant shall explain the relocation payments and other assistance for which the person may be eligible, including related eligibility requirements and the procedures for obtaining such assistance. The relocation consultant shall describe replacement housing recommendations and referrals upon which eligibility for assistance has been determined.
5. Assistance will be provided to complete rental application forms if needed. No extensive applications will be required for moves within SRHT units.
6. Assistance will be offered to all displacees in connection with arrangements for the completion of applications for replacement housing; the filing of claim forms to request relocation benefits from SRHT, and to obtain services from other public agencies.
7. All assistance provided to displacee households will be both English and Spanish.

C. CONCURRENT RESIDENTIAL DISPLACEMENT

Skid Row Housing Trust does not anticipate any competing demands by other SRHT projects for similar residential units during the potential period of displacement for the Project. SRHT believes it has the necessary availability of appropriate units within its own properties in the downtown Los Angeles area. There are several SRHT properties under construction, which may add to the available units, depending on completion dates, availability and eligibility.

D. CITIZEN PARTICIPATION

Skid Row Housing Trust welcomes open discussion and citizen participation and takes specific steps to encourage it. All Pershing Hotel tenants were contacted in the planning stages of the upcoming renovation. A tenant meeting was held on February 27, 2012 onsite to answer all tenant questions. SRHT has spoken about this project in its public meetings to provide information about the upcoming project. As the project goes forward, SRHT will distribute the Tenant Habitability Program Plan, which will be prepared to conform to requirements of the Los Angeles Housing Department (LAHD), and the Summary of Tenant Rights in Primary Renovation Programs.

In addition to fulfilling the requirements defined by the LAHD, Skid Row Housing Trust will observe its obligations under Section 6012 of the California Administrative Code, Title 25, Chapter 6, to give timely notice to all tenants, to make copies of this Plan available to the public upon request within 30 days prior to any final approval by Skid Row Housing Trust, and to make available all correspondence from the potentially affected tenants.

E. RELOCATION BENEFITS

Relocation benefits will be provided in accordance with the provisions of the California Relocation Assistance Law and the federal Uniform Relocation Act. Benefits will be paid to eligible displaced persons upon submission of required claim forms and documentation in accordance with state and/or federal guidelines. General relocation benefits for residential tenants are summarized in the attached Relocation Benefits Brochure (*Attachment 3*).

SRHT has adopted the following moving payment policies for tenants. A Fixed Moving Payment is one choice, and is based on the Fixed Moving Schedule maintained by CalTrans. Currently, the amount for a one-room unfurnished unit is \$625. Tenants who elect this payment will move their belongings themselves and receive the \$625 as compensation. Even though SRHT provides a bed, armoire-style cupboard, desk and chair, SRHT has decided to give each tenant the payment for “unfurnished” units, since many tenants have brought into their unit furniture, TVs, shelves, etc., which could be described as “semi-furnished”.

The other alternative payment is called an Actual Reasonable Moving and Related Expenses Payment. In this choice, a tenant would be eligible to receive the reimbursement of cartage charges provided by a professional licensed moving firm, plus the costs relating to disconnecting, dismantling, removing, reassembling and reinstalling relocated household appliances, and other personal property, as well as utility hookups, any credit check fees, etc. There is no maximum allowed amount for an Actual Moving Payment.

Attachment F - New Pershing Apartments

Specific eligibility requirements and benefit plans will be detailed on an individual basis with all tenants at the Pershing Hotel, and the tenants will be counseled as to available options and the consequences of any choice with respect to financial assistance.

F. PROJECTED DATES OF POTENTIAL RELOCATION

SRHT is in the process of obtaining final funding for the rehabilitation of the. The progress of the project will depend on the timely awarding of various grants and guarantees. It is anticipated that full financing will be secured in the second half of 2012, allowing for a prompt commencement of relocation activities soon thereafter. A probable timeline, subject to revision, is provided below:

Project Dates for Relocation at the Pershing Hotel

March 2012	Circulation of Relocation Plan to LAHD, SRHT, Legal Aid, LA-CAN, interested other parties, etc.
Spring 2012	Issuance of Notices of Eligibility (NOE), Voluntary Relocations, and Transfers within SRHT properties
July 2012	Delivery of 90-Day Notices
October 2012	Completion of all Relocated Tenants
December 2012	Commencement of Pre-Demolition Activities and Construction
December 2013	Leasing Starts for Renting New Pershing Apartments
January or February 2014	Re-Opening of New Pershing Apartments

SRHT will circulate this Plan to appropriate state, local and federal agencies, and the City of Los Angeles for a minimum of 30 days, if applicable, and will modify the Plan as necessary. Those tenants being displaced from the Pershing Hotel will receive 90 days notice before being required to move. Notices to Vacate for those tenants being permanently relocated will not be issued until mid-2012. Tenants will be assisted with relocation services, concurrently.

G. GRIEVANCE PROCEDURES

SRHT abides by rules and regulations established by local, state and federal laws. However, some regulation issues may be unclear or open to interpretation. Any tenant has the right of appeal concerning his or her relocation status or benefit amount. A copy of the grievance procedure is enclosed as *Attachment 4*.

All tenants retain their rights to legally pursue appeals after administrative appeals are completed.

H. ESTIMATED RELOCATION COSTS

Funds for relocation activities are anticipated to be allocated from a variety of sources, potentially including federal, state and local governmental agencies. SRHT pledges that all normal and required relocation expenses will be paid to the displacees in a prompt and timely manner. Relocation costs for each tenant include a moving payment. The moving payment will be a Fixed Moving Payment (FMP), based on the federal Room Count Schedule, or the other option of having a professional mover perform the move at Skid Row Housing Trust’s cost.

Each residential tenant in the City of Los Angeles is protected by the City's Rent Stabilization Ordinance (RSO). However, non-profit agencies have the option of asking the Los Angeles Housing Department (LAHD) for an exemption to the Rent Stabilization Ordinance (RSO). This exemption has been granted, and therefore the RSO relocation guidelines do not apply for this project. This means that the federal (URA) relocation guidelines will be used for cases where rental assistance payments are appropriate.

Initial interviews indicate a relatively small number of tenants may elect to leave the SRHT properties. Most of these are “market rate” tenants not closely affected by the Shelter Plus Care program. For the Cost Estimate for this Relocation Plan, we are using the “Worst-Case Scenario” assuming 12 of these higher paying tenants will “opt-out” of the SRHT properties.

For the nine (9) tenants who have Section 8 Housing Choice Vouchers or who are in process of receiving Section 8 Housing Choice Vouchers, we are generally assuming no increase in rent at replacement sites. There are unique and possible instances where a rental increase could occur, so we are using a “worst-case scenario” for Section 8 Housing Choice tenants in 5 cases.

Therefore, we are providing the following Cost Estimate Budget, with the understanding that it will vary somewhat in due course, and we will update the figure as events indicate a need.

A. 62 Fixed Moving Payments (FMP) and/or Actual Moving Payments (\$625 x62)	\$38,750
B. 5 “Worst-Case Scenario” Section 8 Housing Choice Voucher Tenants Rental Assistance Payments (RAP) (\$5,250 x 5)	\$26,250
C. 12 Rental Assistance Payments (RAP) for tenants opting out of SRHT properties <u>(\$250 average increase x 12 people x 42 months each)</u>	<u>\$126,000</u>
Total Estimated Relocation Expenses	\$191,000

The remaining four (4) Section 8 Housing Choice tenants will not have RAP Payments, since there will be no increase in rent. The remaining 41 Pershing Hotel tenants are expecting to stay in SRHT properties and will experience no increase in rent. These figures are subject to change.

SECTION V: SUMMARY

The Relocation Plan demonstrates that the renovation and construction program for the New Pershing Apartments can proceed without any unusual relocation difficulties, inasmuch as there are options for all tenants to stay within the SRHT group of properties. The Housing Resource Study and a current survey both show that an ample number of replacement sites exist in the area of the Pershing Hotel should all tenants wish to move outside SRHT properties, though this is highly unlikely. Combined with a sensitive and timely relocation program, all tenants should be able to be accommodated without increased permanent housing costs and within an acceptable time frame.

Skid Row Housing Trust pledges the time, money, and effort to ensure a successful relocation program. SRHT takes seriously its responsibilities to assist each tenant to relocate with a minimum of inconvenience and anxiety. SRHT also pledges to follow all applicable federal, state and City of Los Angeles relocation rules and regulations in the carrying out of this program.

Attachment F - New Pershing Apartments

ATTACHMENTS

- ATTACHMENT 1 Housing Authority of the City of Los Angeles Income Limits
- ATTACHMENT 2 CRA Rent Schedule Project
- ATTACHMENT 3 Relocation Benefits Brochure
- ATTACHMENT 4 Grievance Procedures

ATTACHMENT 1

**HOUSING AUTHORITY
OF THE CITY OF LOS ANGELES
INCOME LIMITS**

Attachment F - New Pershing Apartments

FY 2012 Income Limits Documentation System

FY 2012 Income Limits Summary

Los Angeles County, California										
FY 2012 Income Limit Area	Median Income Click Here	FY 2012 Income Limit Category	1 Person	2 Person	3 Person	4 Person	5 Person	6 Person	7 Person	8 Person
Los Angeles County	\$64,800	Very Low (50%) Income Limits Click Here	\$29,550	\$33,750	\$37,950	\$42,150	\$45,550	\$48,900	\$52,300	\$55,650
		Extremely Low (30%) Income Limits Click Here	\$17,750	\$20,250	\$22,800	\$25,300	\$27,350	\$29,350	\$31,400	\$33,400
		Low (80%) Income Limits Click Here	\$47,250	\$54,000	\$60,750	\$67,450	\$72,850	\$78,250	\$83,650	\$89,050

For details on the calculation steps for each of the various parameters, please click the "Median Income" column heading or the Income Limits row labels ("Very Low-Income (50%) Limits", "Extremely Low-Income (30%) Limits", and "Low-Income (80%) Limits")

Income Limit areas are based on FY 2012 Fair Market Rent (FMR) areas. For a detailed account of how this area is derived please see our associated FY 2012 [Fair Market Rent documentation system](#).

Attachment F - New Pershing Apartments

ATTACHMENT 2

CRA RENT SCHEDULE PROJECT

Attachment F - New Pershing Apartments

CRA Rent Schedule Project - Downtown Los Angeles
City Center Area

Property Name	Address	Total # of Units	Unit Size: Single, 1, 2, 3, or 4 bdm.	Unit Rent	# of Units @ this Rent
1 Alexandria Hotel	501 S. Spring St.	470	single	\$450	363
			single	\$474	56
			single	\$500	51
2 Amarillo Hotel	128 E. 4th St.	Cannot find proof of this property's existence; attempted verification in person, via internet searches, and via 411 telephone information			
3 Angeles Inn (213) 229-9640	518 S. San Julian St.	31	single	\$196	1
			single	\$268	1
			single	\$325	1
			single	\$390	1
			single	\$404	27
4 Baker Hotel	311 E. Winston St.	No hotel on property; the Los Angeles Mission, Inc. runs a clinic at this address and has some free transitional housing			
5 Ballington Plaza (213) 251-7646	622 S. Wall St.	270	single	\$0	46
			single	\$140	1
			single	\$148	1
			single	\$189	1
			single	\$194	1
			single	\$198	1
			single	\$201	1
			single	\$202	1
			single	\$205	5
			single	\$221	33
			single	\$225	1
			single	\$228	2
			single	\$230	6
			single	\$232	1
			single	\$239	1
			single	\$243	16
			single	\$250	79
			single	\$278	16
			single	\$293	4
			single	\$295	1
			single	\$298	1
			single	\$300	1
			single	\$301	1
			single	\$305	1
			single	\$310	4
			single	\$311	1
			single	\$324	1
			single	\$325	12
			single	\$327	1
			single	\$331	1
			single	\$338	1
			single	\$350	3
			single	\$360	23

Attachment F - New Pershing Apartments

CRA Rent Schedule Project - Downtown Los Angeles
City Center Area

Property Name	Address	Total # of Units	Unit Size: Single, 1, 2, 3, or 4 bdm.	Unit Rent	# of Units @ this Rent
6 Baltimore Hotel	501 S. Los Angeles St.	250	single	\$400	1
			single	\$290	52
			single	\$315	38
			single	\$331	2
			single	\$379	58
7 Barclay Hotel	103 W. 4th St.	158	single	\$405	100
			single	\$350	89
			single	\$360	12
			single	\$405	4
			single	\$440	53
8 Belle Hotel	831 S. Olive St.	There is no Belle Hotel at this address or on this street; cannot find proof of this property's existence			
9 La Primavera Hotel (formerly Beverly Hotel)	1330 S. Olive St.	36	single	\$623	36
10 Bixby Hotel	433 S. Wall St.	77	single	\$196	12
			single	\$221	2
			single	\$325	60
			single	\$403	3
11 Boyd Hotel	224 Boyd	59	single	\$281	12
			single	\$422	10
			single	\$444	28
			single	\$460	1
			single	\$478	7
12 Bristol Hotel	423 W. 8th St.	According to the sign this property was used for a rehabilitation facility, but it is now abandoned and partially boarded up			
13 Brownstone Hotel	427 E. 5th St.	49	single	\$325	1
			single	\$552	47
			single	\$1,275	1
14 Carlton Hotel (213) 229-9694	534 S. Wall St.	45	single	\$325	2
15 Casa Dilla	1349 S. Flower St.	35	single	\$402	43
			single	\$425	8
			single	\$500	3
			single	\$625	12
			1	\$575	3
			1	\$700	1
			1	\$750	6
1	\$800	2			
16 Casa Loma Apts.	208 W. 14th St.	60	single	\$402	43
			single	\$495	18
			single	\$595	42
17 Cecil Hotel	640 S. Main St.	This is not a residential hotel, there are no tenants			
18 Cloud Hotel	315 E. 7th St.	28	single	\$283	15
			single	\$295	1
			single	\$300	12

Attachment F - New Pershing Apartments

CRA Rent Schedule Project - Downtown Los Angeles
City Center Area

	Property Name	Address	Total # of Units	Unit Size: Single, 1, 2, 3, or 4 bdrm.	Unit Rent	# of Units @ this Rent
19	Courtland Hotel (213) 229-9640 x.22	520 S. Wall St.	97	single	\$196	3
				single	\$268	48
				single	\$293	33
				single	\$325	1
				single	\$335	1
				single	\$371	1
				single	\$397	1
				single	\$422	4
				single	\$450	4
				single	\$475	1
20	Dewey Hotel	721 S. Main St.	42	single	\$455	7
				single	\$544	32
				single	vacant	3
21	Earl Roy Hotel	233 E. 5th St.	There is no Earl Roy Hotel at this address or on this street; cannot find proof of this property's existence			
22	Ensenada Hotel	1355 S. Hill St.	47	single	\$0	5
				single	\$338	14
				single	\$355	12
				single	\$368	1
				single	\$403	9
				single	\$425	2
				single	\$457	3
				single	\$477	1
23	Florence Hotel (213) 229-9640 x.22	310 E. 5th St.	61	single	\$268	3
				single	\$293	1
				single	\$325	1
				single	\$422	55
				single	\$700	1
24	Francisco Hotel	916 Georgia	32	single	\$270	2
				single	\$422	21
				single	\$575	1
				2	\$350	8
25	Frontier Hotel	111 W. 5th St.	This is no longer a hotel; property is used as a rehabilitation facility			
26	Genesis Hotel	456 ^{1/2} S. Main St.	29	single	\$276	1
				single	\$436	20
				single	\$438	7
				single	\$496	1
27	Golden West Hotel	417 E. 5th St.	This is a homeless shelter with transitional housing only			
28	Harold Hotel	323 E. 5th St.	58	single	\$196	1
				single	\$268	10
				single	\$275	1
				single	\$293	3
				single	\$422	40
				single	vacant	3
29	Haskell Hotel	528 S. Wall St.	38	single	\$285	2

Attachment F - New Pershing Apartments

CRA Rent Schedule Project - Downtown Los Angeles
City Center Area

Property Name	Address	Total # of Units	Unit Size: Single, 1, 2, 3, or 4 bdrm.	Unit Rent	# of Units @ this Rent
			single	\$325	1
			single	\$402	34
			single	vacant	1
30 Havana (South Park) Hotel (213) 627-2800	830 S. Olive St.	36	single	\$427	6
			single	\$451	10
			single	\$480	3
			single	\$500	10
			single	\$526	7
31 Hayward Manor Apts.	206 W. 6th St.	614	single	\$284	1
			single	\$334	33
			single	\$347	1
			single	\$365	4
			single	\$386	1
			single	\$425	1
			single	\$426	1
			single	\$440	1
			single	\$441	2
			single	\$450	1
			single	\$467	1
			single	\$473	1
			single	\$480	1
			single	\$496	1
			single	\$515	1
			single	\$525	3
			single	\$533	441
			single	\$550	2
			single	\$551	1
			single	\$578	1
			single	\$600	7
			single	vacant	108
32 Henry Lee Hotel	936 S. Wall St.	This is no longer a hotel; property is used as a fabric store			
33 Hope Place Apts.	1332 S. Hope St.	75	singles	\$475	6
			singles	\$500	22
			singles	\$512	18
			1	\$550	6
			1	\$575	23
34 Hope Village (213) 745-4387	1001 S. Hope St.	66	1	\$254	1
			1	\$352	1
			1	\$521	3
			1	\$559	1
			1	\$627	7
			1	\$681	1
			1	\$728	1
			1	\$737	2
			2	\$389	1
			2	\$397	1
			2	\$623	1

Attachment F - New Pershing Apartments

CRA Rent Schedule Project - Downtown Los Angeles
City Center Area

Property Name	Address	Total # of Units	Unit Size: Single, 1, 2, 3, or 4 bdm.	Unit Rent	# of Units @ this Rent	
			2	\$671	1	
			2	\$682	1	
			2	\$737	1	
			2	\$749	8	
			2	\$775	2	
			2	\$818	2	
			3	\$211	1	
			3	\$304	1	
			3	\$452	2	
			3	\$504	1	
			3	\$721	3	
			3	\$787	1	
			3	\$868	19	
			3	\$869	1	
			3	\$1,021	1	
35	Hotel (No name identified)	111 W. 14th Pl.	There is no Hotel at this address or on this street; cannot find proof of this property's existence			
36	Hubbard Arms Apts.	1355 S. Hope St.	55	single	\$450	17
				single	\$476	5
				single	\$533	1
				single	\$578	22
				single	\$625	2
				1	\$700	8
37	Huntington Hotel	752 S. Main St.	200	single	\$600	134
				1	\$720	66
38	Indiana Hotel	315 E. 4th St.	There is no Indiana Hotel at this address or on this street; cannot find proof of this property's existence			
39	Iris Apartments (310) 838-1829	1220 S. Olive St.	35	single	\$300	3
				single	\$325	1
				single	\$350	8
				single	\$375	3
				single	\$400	12
				single	\$450	1
				single	\$500	3
				single	\$550	1
				1	\$350	1
				1	\$500	2
40	King Edward Hotel (213) 626-7671	121 E. 5th St.	155	single	\$300	155
41	Leland Hotel	116 E. 5th St.	There is no Leland Hotel at this address or on this street; cannot find proof of this property's existence			
42	Leo Hotel (213) 229-9640 x.22	531 S. San Julian St.	38	single	\$268	3
				single	\$300	1
				single	\$325	1
				single	\$422	33
43	Leonide Hotel	512 S. Main St.	68	single	\$260	1

Attachment F - New Pershing Apartments

CRA Rent Schedule Project - Downtown Los Angeles
City Center Area

Property Name	Address	Total # of Units	Unit Size: Single, 1, 2, 3, or 4 bdm.	Unit Rent	# of Units @ this Rent
			single	\$325	1
			single	\$430	59
			commercial	\$2,310	1
			single	vacant	6
44 Lindy Hotel	419 ^{1/2} W. 8th St.		Hotel is closed indefinitely		
45 Lorane Hotel	241 E. 5th St.	62	single	\$420	62
46 Lyndon Hotel	413 E. 7th St.		According to the sign this property was used for a rehabilitation facility, but it is now abandoned and partially boarded up		
47 Madison Hotel	423 E. 7th St.	194	single	\$220	131
			single	\$300	63
48 Marshall House	523 S. San Julian St.	70	single	\$136	11
			single	\$221	29
			single	\$351	30
49 Morrison Hotel	1246 S. Hope		Property boarded up and apparently vacant		
50 New Union (213) 627-5998	705 E. 9th St.	60	single	\$320	16
			single	\$400	44
51 Olive Hotel	750 S. Olive St.	47	single	\$500	47
52 Oviatt Hotel (310) 837-0505 x.140	1315 S. Flower St.	99	single	\$250	1
			single	\$315	2
			single	\$336	5
			single	\$357	1
			single	\$386	1
			single	\$393	1
			single	\$410	1
			single	\$420	5
			single	\$500	1
			single	\$575	1
			single	\$600	51
			single	\$603	1
			single	\$625	1
			single	\$682	2
			single	\$700	19
			single	\$725	1
			single	\$1,020	1
			commercial	\$2,364	1
			commercial	\$4,760	1
			vacant	\$1,900	2
53 Pacific Telephone Building	738 S. Olive St.		There is no Pacific Telephone Building at this address or on this street; cannot find proof of this property's existence		
54 Palmer House Hotel	538 S. Wall St.	67	single	\$325	2
			single	\$521	62
			single	vacant	3
55 Panama Hotel (homeless shelter)	403 E. 5th St.	228	single	\$0	130
			1	\$275	1
			1	\$325	1

Attachment F - New Pershing Apartments

CRA Rent Schedule Project - Downtown Los Angeles
City Center Area

	Property Name	Address	Total # of Units	Unit Size: Single, 1, 2, 3, or 4 bdrm.	Unit Rent	# of Units @ this Rent
				vacant	\$0	96
56	Paradise Apts. (213) 747-3356	825 S. Crocker	34	single	\$450	34
57	Pershing/Roma Hotel	502 S. Main St.	63	single	\$300	1
				single	\$301	1
				single	\$314	2
				single	\$350	1
				single	\$358	1
				single	\$422	4
				single	\$444	46
				single	\$478	6
58	Portsmouth Hotel	1308 S. Hill	53	single	\$460	21
				single	\$550	15
				single	\$580	17
59	Ross Hotel	640 S. San Julian St.	29	single	\$400	29
60	Rosslyn Hotel	112 W. 5th St.	260	single	\$376	3
				single	\$383	63
				single	\$400	101
				single	\$478	80
				single	\$560	2
				vacant	\$0	11
61	Russ Hotel (homeless shelter)	517 S. San Julian St.	229	single	\$0	182
				1	\$325	1
				vacant	\$0	46
62	Salvation Army	916 James M. Wood	This is a homeless shelter with transitional housing only			
63	San Julian Hotel	526 S. San Julian St.	This is no longer a hotel; it is now owned by the Union Rescue Mission and has transitional housing only			
64	San Pedro View Hotel (213) 683-0522 x.114	647 S. San Pedro St.	18	single	\$399	9
				single	\$422	2
				single	\$444	7
65	Sanborn Hotel (213) 683-0522 x.114	526 S. Main St.	45	single	\$190	1
				single	\$290	7
				single	\$350	1
				single	\$422	12
				single	\$444	16
				single	\$478	6
				single	\$479	1
				single	vacant	1
66	Senator Hotel	729 S. Main St.	97	single	\$350	97
67	Simone Hotel (213) 683-0522 x.114	520 S. San Julian St.	121	single	\$0	2
				single	\$290	25
				single	\$350	6
				single	\$358	4

Attachment F - New Pershing Apartments

CRA Rent Schedule Project - Downtown Los Angeles
City Center Area

Property Name	Address	Total # of Units	Unit Size: Single, 1, 2, 3, or 4 bdrm.	Unit Rent	# of Units @ this Rent
			single	\$422	4
			single	\$423	3
			single	\$444	45
			single	\$478	21
			single	vacant	11
68 Southern Hotel	412 E. 5th St.	55	single	\$325	2
			single	\$473	53
69 Stillwell Hotel	838 S. Grand Ave.	232	single	\$400	2
			single	\$450	2
			single	\$500	5
			single	\$550	2
			single	\$600	3
			single	\$650	56
			single	\$700	8
			single	\$750	10
			single	\$800	4
			single	vacant	128
			storage	\$0	12
70 Telacu Hope Street (213) 746-7713	1033 S. Hope St.	40	1	\$1,248	40
71 Van Nuys Apts. (2130 627-5286	210 W. 7th St.	299	single	\$764	132
			1	\$917	157
			2	\$1,223	10
72 Venice Hotel	1605 S. Main St.	19	single	\$350	11
			single	\$422	7
			single	\$650	1
73 Villa de la Esperanza	1401 S. Hope St.	88	1	\$400	88
74 Villa del Pueblo (213) 749-7493	1441 S. Hope St.	81	1	\$145	1
			1	\$383	2
			1	\$390	1
			1	\$409	8
			1	\$550	1
			2	\$167	1
			2	\$440	3
			2	\$450	2
			2	\$456	2
			2	\$471	4
			2	\$473	10
			2	\$611	4
			2	\$652	1
			2	\$709	1
			2	\$725	2
			3	\$492	1
			3	\$498	5
			3	\$522	1
			3	\$549	1
			3	\$550	16
			3	\$753	1

Attachment F - New Pershing Apartments

CRA Rent Schedule Project - Downtown Los Angeles
City Center Area

Property Name	Address	Total # of Units	Unit Size: Single, 1, 2, 3, or 4 bdm.	Unit Rent	# of Units @ this Rent	
			4	\$218	1	
			4	\$560	3	
			4	\$607	1	
			4	\$608	8	
75	Villa Flores	1020 S. Flower St.	74	single	\$350	1
				single	\$368	2
				single	\$379	41
				single	\$393	7
				single	vacant	1
				1	\$409	1
76	Villa Metropolitan (Moore Hall)	1324 S. Hope St.	There is no Villa Metropolitan or Moore Hall at this address or on this street; cannot find proof of this property's existence			
77	Vogue Hotel	820 S. Spring St.	16	single	\$500	16
78	Ward Hotel (213) 229-9644	512 Wall St.	72	single	\$196	8
				single	\$268	31
				single	\$293	15
				single	\$325	1
				single	\$422	15
				single	vacant	2
79	Weldon Hotel	507 Maple Ave.	56	single	\$190	2
				single	\$287	17
				single	\$338	1
				single	\$350	5
				single	\$422	7
				single	\$478	8
				single	\$479	8
				single	vacant	8
80	Yankee Hotel (213) 229-9640 x.22	501 E. 7th St.	80	single	\$574	80
81	Yorkshire Hotel	710 S. Broadway	98	single	\$400	2
				single	\$425	3
				single	\$450	2
				single	\$475	8
				single	\$500	32
				single	\$525	26
				single	\$550	5
				single	\$575	8
				single	vacant	11
				staff office	\$0	1
82	Young Apts	1621 S. Grand Ave.	66	single	\$237	40
				single	\$297	4
				1	\$437	20
				vacant	\$0	2
83	Name Unknown	1338 S. Flower St.	There is no Hotel at this address or on this street; cannot find proof of this property's existence			

Attachment F - New Pershing Apartments

CRA Rent Schedule Project - Downtown Los Angeles
City Center Area

	Property Name	Address	Total # of Units	Unit Size: Single, 1, 2, 3, or 4 bdrm.	Unit Rent	# of Units @ this Rent
84	Name Unknown	1420 S. Flower St.	There is no Hotel at this address or on this street; cannot find proof of this property's existence			
85	Name Unknown	1516 S. Hope St.	60	single	\$430	20
				single	\$515	26
				single	\$600	14
86	Name Unknown	1526 S. Hope St.	60	single	\$430	31
				single	\$515	5
				single	\$578	18
				single	\$600	6
87	Name Unknown	1130 S. Hope St.	Property boarded up and vacant for last 3 years			
88	Name Unknown	1325 S. Hope St.	35	single	\$750	35
89	Name Unknown	845 Olympic Blvd.	There is no Hotel at this address or on this street; cannot find proof of this property's existence			
90	Name Unknown	912 S. Figueroa	Building demolished; empty lot			
91	Name Unknown	900 S. San Pedro St.	There is no Hotel at this address or on this street; cannot find proof of this property's existence			
92	Name Unknown	730 E. 9th St.	This is no longer a hotel; property is used as a textile company			
93	Name Unknown	904 Wall St.	This is no longer a hotel; property is used as a fabric store			
TOTAL			6,521			

ATTACHMENT 3

RELOCATION BENEFITS BROCHURE



520 S. Sepulveda Blvd., Suite 405, Los Angeles, CA 90049
Phone: (310) 476-5433 ■ Fax: (310) 476-5583

**INFORMATIONAL STATEMENT FOR RESIDENTS
PRESENTLY LIVING IN THE PERSHING HOTEL
WHO WILL NEED PERMANENT RELOCATION ASSISTANCE
PRIOR TO THE UPCOMING RENOVATION**

I. GENERAL INFORMATION

The building in which you now live at the Pershing Hotel is in a project area to be rehabilitated by Skid Row Housing Trust ("SRHT"). As the project schedule proceeds, it will be necessary for you to permanently move from your dwelling before construction begins. Because most tenants in the Pershing Hotel participate in the Shelter Plus Care Program, these tenants will be offered other Shelter Plus Care units in other buildings owned by SRHT. A few tenants do not participate in the Shelter Plus Care Program, but will still be offered affordable units in other buildings owned by SRHT.

Please read this information carefully as it will be helpful to you in determining your eligibility and the amount of your relocation benefits under the state law. We suggest you save this informational statement for reference.

Skid Row Housing Trust has retained the services of Shober Consulting, Inc. ("Shober"), a qualified professional relocation firm, to assist you. Shober Consulting can be reached at their main office at:

Shober Consulting, Inc.
520 S. Sepulveda Blvd., Suite 405
Los Angeles, CA 90049
Phone: 310-476-5433
Fax: 310-476-5583

Spanish speaking representatives are available. *Si necesita esta información en Español, por favor llame a su representante. Martha Victoria habla Español, y se puede llamar a ella a 562-624-2815, o 310-476-5433.*

**All information obtained by your relocation consultant
will be kept confidential.**

Sometime in 2012, Skid Row Housing Trust will undertake the improvements and rehabilitation of the Pershing Hotel. You will be asked to permanently move from the hotel. This is a general information brochure only, and is not intended to give a detailed description of either the law or regulations pertaining to the Skid Row Housing Trust's relocation assistance program at the Pershing Hotel. Skid Row Housing Trust reserves the right to change, augment or eliminate its renovation plans in the future.

II. ASSISTANCE IN LOCATING A REPLACEMENT DWELLING

Skid Row Housing Trust, through its representatives, will assist you in moving into a comparable replacement dwelling in another property they own.

When a suitable replacement dwelling unit has been identified in the replacement hotel, your relocation consultant will make sure the dwelling unit meets decent, safe, and sanitary housing requirements. A decent, safe, and sanitary housing unit provides adequate space for its occupants, proper weather-proofing, and sound heating, electrical, and plumbing systems. By definition, other units in the SRHT properties will be considered decent, safe and sanitary.

III. MOVING BENEFITS

When you move as a result of displacement by SRHT, from one building to another, you will receive a payment to assist in moving your personal property. There are two types of moving payments. You have the option of selecting either one of the following types of moving payments:

A. FIXED MOVING PAYMENT

A fixed moving payment is based upon the number of rooms you occupy and whether or not you own your furniture. The payment is based upon a schedule approved by SRHT, and in your case is **\$625.00** for one unfurnished room.

If you select a fixed payment, you will be responsible for arranging for your own move and SRHT will assume no liability for any loss or damage of your personal property while moving into the replacement unit.

B. ACTUAL MOVING EXPENSE (PROFESSIONAL MOVE)

If you wish to engage the services of a licensed commercial mover and have SRHT pay the bill instead of taking the \$625.00 cash allowed for each move, you may claim the ACTUAL cost of moving your personal property from one unit to the next. A moving bid must be pre-approved by relocation staff, for moves performed by any third-party mover. Please note: Each tenant will be paid for the move out of the original unit he or she occupied; if requested, each tenant will receive moving payments in advance.

Attachment F - New Pershing Apartments

All moving claims and coordination of moves will be coordinated by relocation staff. If there are special circumstances and/or special needs, please contact the relocation consultants for assistance.

IV. RENTAL ASSISTANCE PAYMENTS

In almost all cases, each Pershing Hotel tenant will move into another SRHT property. If a current tenant lives in an overcrowded situation, there could be an additional payment to those tenants called a Rental Assistance Payment (RAP) if the tenants are forced to relocate in a larger unit. For those few, if any tenants, such RAP payments will be made in accordance with the applicable state relocation guidelines.

V. QUALIFICATION FOR AND FILING OF RELOCATION CLAIMS

To qualify for a temporary relocation moving payment, you must rent and occupy a comparable replacement unit within one year from the date you move from the displacement dwelling.

All claims for relocation benefits must be filed with SRHT within eighteen (18) months from the date you move. Claims presented after 18 months of the final move will not be honored.

VI. APPEAL PROCEDURES – GRIEVANCE

Any person aggrieved by a determination as to eligibility for a relocation payment, or the amount of payment, may have his/her claim reviewed or reconsidered in accordance with SRHT's appeals procedure. Complete details on appeal procedures are available upon request from Shober Consulting.

VII. TAX STATUS OF RELOCATION BENEFITS

Relocation benefit payments, including Fixed or Actual Moving Payments are not considered to be income for the purposes of the Internal Revenue Code of 1986 or the Personal Income Tax Law, Part 10 (commencing with Section 17001) 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. You will not be given a 1099 notice for your moving payment. Relocation benefits are not taxable on the state or federal level.

IX. 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 during the transition period. 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 representative. Your Shober Consulting representative can be contacted during business hours at 310-476-5433.

Thank you for your patience and understanding.

ATTACHMENT 4

GRIEVANCE PROCEDURES