



Draft Assistance Relocation Plan
For The
Natomas Levee Improvement Program

Prepared for

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LIST OF EXHIBITS

- EXHIBIT A: 2008 HUD Annual Income Limitations – Sacramento and Sutter Counties
- EXHIBIT B: Residential Informational Brochure
- EXHIBIT C: Information Statement for Businesses, Farms, and Non-profit Organizations
- EXHIBIT D: SAFCA Resolution 99-001 - Adoption of Relocation Rules and Regulations for SAFCA Projects

INTRODUCTION

The Sacramento Area Flood Control Agency ('SAFCA' or, the 'Agency') was established in 1989 to address the Sacramento area's vulnerability to catastrophic flooding. This vulnerability was particularly exposed during the record flood of 1986, when Folsom Dam exceeded its normal flood control storage capacity and several area levees nearly collapsed under the strain of the storm.

In response, the City of Sacramento; the County of Sacramento; the County of Sutter; the American River Flood Control District; Reclamation District No. 1000; the Sutter County Water Agency; and, the Sacramento County Water Agency created SAFCA – a Joint Powers Authority (JPA) – through the execution of a Joint Exercise of Powers Agreement to provide the Sacramento region with increased flood protection along the American and Sacramento Rivers within the Counties of Sacramento and Sutter.

SAFCA's mission is to provide the Sacramento metropolitan area with at least a 100-year level of flood protection as quickly as possible, while seeking a 200-year or greater level of flood protection over time. To that end, SAFCA is empowered to coordinate regional and local efforts to finance, provide and maintain facilities and works necessary to ensure a reasonable and prudent level of flood protection within its boundaries, as determined by the Agency.

Based upon data provided by the United States Army Corps of Engineers, SAFCA has identified the Natomas Basin – at the confluence of the American and Sacramento Rivers, and including portions of the County of Sutter and the City and County of Sacramento – as being at a *particularly* acute risk for flooding.

As stated in the Final Environmental Impact Report (FEIR) on the Natomas Levee Improvement Program Landside Improvements Project November 2007, SAFCA has adopted a goal of providing 100-year flood protection to this vulnerable area by the year 2010.

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The Natomas Basin is protected by a perimeter levee system that protects approximately fifty three thousand (53,000+/-) acres of improved agricultural, conservation, and urban lands; lands owned by the Sacramento International Airport account for more than ten percent (>10%) of the total.

An uncontrolled flood in the Natomas Basin would result in substantial, direct damage to structures in the Basin, with damages estimated at seven billion four hundred million dollars (\$7,400,000,000), and could pose a serious threat of injury and, loss of life.

The Natomas Basin is a flood plain surrounded by existing levees on the west holding back the Sacramento River; on the east containing the Pleasant Grove Creek Canal and Natomas East Main Drainage Canal; on the south containing the American River; and, on the north containing the Natomas Cross Canal.

In order to provide at least a 100-year level of flood protection as soon as possible – and a 200-year or greater level of protection over time – SAFCA must reinforce the existing levees and, in some places, construct new levees.

The extensive landscape modifications and infrastructure improvements which SAFCA intends to construct in the Natomas Basin, at a cost of more than six hundred million dollars (>\$600,000,000.), is known as the Natomas Levee Improvement Program (the 'Project'). An additional objective is to use the Project as a catalyst to enhance habitat for special-status species within the Natomas Basin and reduce wildlife hazards to the Airport.

The Agency has been implementing the Project in phases. Some levee work was completed in 2007 and work on other portions was undertaken and completed in 2008. Construction of additional phases will occur in 2009 and, 2010.

Along the Sacramento River east levee, and the Natomas Cross Canal south levee, SAFCA must perform various levee improvements which, in most areas, will require constructing an adjacent setback levee, including seepage berms, relief wells and cutoff walls.

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The seepage berms involve the placement of new dirt on the *land-side* of the levee to minimize the influence of water seeping from the river channel, underneath the existing levee, which can undermine the levee itself. The relief wells also remove water from beneath the levee foundation during elevated river stages.

In addition to the levee improvements, SAFCA will modify the Reclamation District No. 1000 West Drainage Canal; construct a new drainage canal between the West Drainage Canal and Interstate 5; and, relocate the Riverside Canal and the Elkhorn Canal.

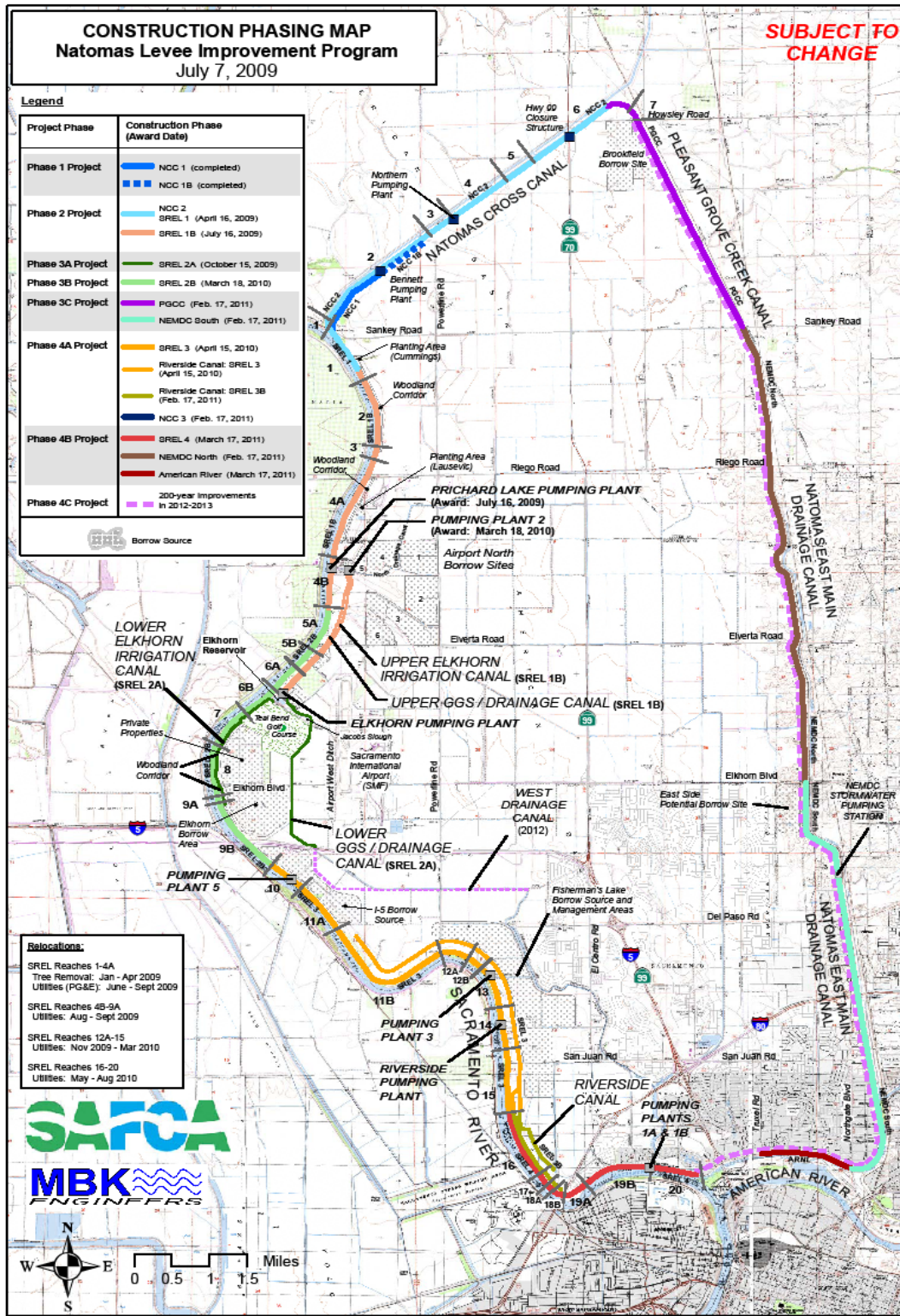
As necessary, the Agency will remove encroachments from the water side of the Sacramento River east levee to ensure that the levee meets the minimum requirements of the National Flood Insurance Program, and the U.S. Army Corps of Engineer's design criteria.

Along the Pleasant Grove Creek Canal and Natomas East Main Drainage Canal, SAFCA will widen the west levee and construct seepage berms and cutoff walls. To generate the earthen materials for these improvements, the Agency plans to re-contour land to create marsh and upland habitat. To mitigate the impacts of the Project on habitat, SAFCA will plant grasslands and install woodland plantings.

A graphic representation, identifying the various "reaches" of the Project and construction phasing follows immediately hereafter. This Relocation Plan presently references acquisition and displacement of residents for the Natomas Cross Canal South Levee and Phase 1, Reaches 1 through 4B, of the Sacramento River East Levee portions of the Project.

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As is evident from the preceding description, as a result of the Project and its sub-phases, SAFCA will be requiring additional property and easements which may require the displacement of households and/or businesses.

Overland, Pacific & Cutler, Inc. (OPC), an acquisition and relocation consulting firm, has been retained by SAFCA to prepare this Relocation Plan. In compliance with statutory requirements, the Plan was prepared to evaluate the existing and future housing circumstances and analyze replacement housing and other space resources required for households or businesses being displaced from the Project site(s). As detailed designs are developed over time and land requirements are identified, the Plan will be amended to identify any residential or business displacements subsequently identified as prospective ‘displaced persons’.

The Plan provides for the results of needs assessment surveys, a housing and business replacement resource analysis – as required – and details of the Agency’s relocation program.

Any land acquisition and relocation carried out pursuant to the Plan, and this Plan itself, will be administered in accordance with the policies and procedures set forth in statutes and regulations established by the California Relocation Assistance Law, California Government Code section 7260 *et seq.* (the “CRAL”) and the California Relocation Assistance and Real Property Acquisition Guidelines, Title 25, California Code of Regulations, chapter 6, section 6000 *et seq.* (the “Guidelines”).

To the extent that Federal sources of funding are applicable to the implementation of the Project, the Uniform Relocation Act (46 U.S.C. Section 4600 *et seq.*), its implementing regulations (49 C.F.R. part 24) and any, and all other requirements and regulations of applicable funding source(s) for the Project will also apply.

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The Plan includes and provides for the following:

1. A description of the Project Site (**SECTION I**);
2. An *ongoing* assessment of the relocation needs of any households and/or business which may subsequently be identified for displacement as a result of the Project, including resource survey methods and results (**SECTION II**);
3. **Replacement Housing Resources** – An ongoing assessment of the availability of comparable replacement housing within the vicinity of the Project (**SECTION III**);
4. **Concurrent Residential Displacement** – A description of any other current or proposed displacing activities within the Agency’s jurisdiction which may impact the ability of SAFCA to relocate displacee households or businesses. (**Section III**);
5. **Temporary Housing.** A statement regarding any anticipated need for temporary accommodation; and,
6. **The Relocation Program.** The steps and procedures that SAFCA will follow to ensure a fair and equitable relocation program (**SECTION IV**) including, without limitation, the following:
 - a. Program Assurances and Standards;
 - b. Relocation Assistance Program;
 - c. Citizen Participation/Plan Review;
 - d. Relocation Benefit Categories;
 - e. Payment of Relocation Benefits;
 - f. Eviction Policy;
 - g. Appeals Policy;
 - h. Projected Dates of Displacement; and,
 - i. Estimated Acquisition and/or Relocation Costs

I. PROJECT AREA DESCRIPTION

A. THE REGIONAL LOCATION

The City of Sacramento – General

Population

With a city Charter being adopted in 1849, and recognition by the state legislature in 1850 and incorporation February 27, 1850; Sacramento, the capital of the State of California (1854) and the “seat” of Sacramento County is located along the Sacramento River, just south of the confluence with the American River, in California’s Central Valley. Sacramento is the seventh largest city in the State with an estimated 2007 population of 475,743 persons of all ages; and, is the core cultural and economic center of a four-county *metropolitan* area (including El Dorado, Placer, Sacramento, and Yolo counties), with a combined population of 2,136,604 persons.

As of the U.S. Census Bureau’s ‘American Community Survey’ (ACS) of 2006, there were projected to be 438,246 persons residing in Sacramento in a total of 169,226 households and 97,456 families.

The Natomas Basin area of the City of Sacramento has an estimated population of 75,000 people.

Racial and Ethnic Groups

The racial and ethnic makeup of the City of Sacramento, utilizing the U.S. Census categories is: 221,262 ‘White’ (i.e., 50.5%); 75,555 ‘Asian’ (i.e., 17.2%); 61,036 ‘Black or African American alone’ (i.e., 13.9%); 48,563 ‘Some other race alone’ (i.e., 11.1%); 20,148 ‘Two of more races’ (i.e., 4.6%); 6,180 ‘Native Hawaiian and Other Pacific Islander alone’ (i.e., 1.4%); and, 5,502 ‘American Indian and Alaska Native alone’ (i.e., 1.3%).

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Income

By the ACS survey of 2006, of the 169,226 households, median *household* income was projected at \$46,055; and, the median income for the 97,456 *families* was projected at \$52,341.

Twenty-six percent (26%) of households (i.e., 43,998) and 21.3% of families (i.e., 20,758) have annual incomes *less* than \$25,000 per annum; and, 17.4% of households (i.e., 29,445) and 21% of families (i.e., 20,466) have annual incomes *over* \$100,000.

Fifty-six decimal seven percent (56.7%) of households (i.e., 95,782) and fifty-seven decimal seven percent (57.7%) of families (i.e., 56,232) have incomes between \$25,000 - \$100,000 per annum.

The County of Sacramento – General

Population

Sacramento County was incorporated in 1850 as one of the original 27 counties of the State of California. Sacramento County encompasses approximately 994-square miles in the middle of the 400-mile long Central Valley, which is California's prime agricultural region. The County is bordered by Contra Costa and San Joaquin Counties on the south, Amador and El Dorado Counties on the east, Placer and Sutter Counties on the north, and Yolo and Solano Counties on the west. Sacramento County extends from the low delta lands between the Sacramento and San Joaquin rivers north to about ten miles beyond the State Capitol and east to the foothills of the Sierra Nevada Mountains. The southernmost portion of Sacramento County has direct access to the San Francisco Bay. The 2007 population estimate for the County of Sacramento is 1,373,773 persons of all ages, of which 1,012,004 are adults 18 years or older. The gender representation in the County is 49.1% male and 50.9% female which is an almost exact ratio as in the United States with 49.2% male and 50.8% female population.

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Racial and Ethnic Groups

The racial and ethnic makeup of the County of Sacramento, utilizing the U.S. Census categories is: 842,858 ‘White’ (i.e., 61.4%); 184,209 ‘Asian’ (i.e., 13.4%); 138,501 ‘Black or African American alone’ (i.e., 10.1%); 126,769 ‘Some other race alone’ (i.e., 9.2%); 58,025 ‘Two of more races’ (i.e., 4.2%); 10,731 ‘Native Hawaiian and Other Pacific Islander alone’ (i.e., 0.8%); and, 12,680 ‘American Indian and Alaska Native alone’ (i.e., 0.9%).

Income

By the ACS survey of 2006, of the 500,777 households, median *household* income was projected at \$55,822; and, the median income for the 328,460 *families* was projected at \$64,461.

Twenty decimal three percent (20.3%) of households (i.e., 102,192) and 15.7% of families (i.e., 51,325) have annual incomes *less* than \$25,000 per annum; and, 21.5% of households (i.e., 107,756) and 26.6% of families (i.e., 87,166) have annual incomes *over* \$100,000.

Fifty-eight decimal two percent (58.2%) of households (i.e., 290,829) and 57.7% of families (i.e., 189,969) have incomes between \$25,000 - \$100,000 per annum.

The County of Sutter – General

Population

Sutter County is strategically located in the Capitol Region’s Northern Corridor. There are two incorporated cities in Sutter County. They are the City of Yuba City and the City of Live Oak. There are several unincorporated “rural communities.” They are Meridian, Nicolaus, East Nicolaus, Rio Oso, Robbins, Sutter and Trowbridge. The county is a short drive from the Interstate 80 and 5 corridors and is served by State Highways 20 and 99.

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The Capitol Region provides Sutter County with a skilled labor force and affordable housing options. Sutter County offers excellent quality of life opportunities. There are good schools in nearby communities, low crime rate, seismic stability, world class outdoor hunting and fishing activities, excellent proximity to golf courses, professional sports venues, theatre, ballet, art galleries and fine dining. Located in and near Sutter County are top-notch medical facilities including a highly touted teaching hospital. The 2007 population estimate for the County of Sutter is 90,075 persons of all ages, of which 65,982 or 73.3% are adults 18 years or older. The gender representation in the County is 49.5% male and 50.5% female which is a very close ratio to the United States with 49.2% male and 50.8% female population.

Racial and Ethnic Groups

The racial and ethnic makeup of the County of Sutter, utilizing the U.S. Census categories is: 59,664 'White' (i.e., 66.2%); 11,175 'Asian' (i.e., 12.4%); 1,813 'Black or African American alone' (i.e., 2.0%); 11,697 'Some other race alone' (i.e., 13.0%); 4,687 'Two of more races' (i.e., 5.2%); 181 'Native Hawaiian and Other Pacific Islander alone' (i.e., 0.2%); and, 858 'American Indian and Alaska Native alone' (i.e., 1.0%).

Income

By the ACS survey of 2006, of the 30,431 households, median *household* income was projected at \$52,486; and, the median income for the 22,570 *families* was projected at \$61,176.

Twenty decimal seven percent (20.7%) of households (i.e., 6,298) and 15.7% of families (i.e., 3,556) have annual incomes *less* than \$25,000 per annum; and, 19.2% of households (i.e., 5,861) and 23.5% of families (i.e., 5,294) have annual incomes *over* \$100,000.

Sixty decimal one percent (60.1%) of households (i.e., 18,274) and 60.8% of families (i.e., 13,720) have incomes between \$25,000 - \$100,000 per annum.

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II. ASSESSMENT OF RELOCATION NEEDS

A. METHODOLOGY

To obtain information necessary for the preparation of this Plan, scheduled interviews were conducted with the first nine (9) prospective displacee households on February 11 (two [2] interviews) and February 20, 2008; March 10 and March 28, 2008; April 01, 2008; May 01, 2008; and February 09, 2009.

Inquiries made of the occupants included household size and composition, income information, length of tenure as property owners and/or tenants of the property owner, family disabilities and/or health problems (if any), and any locational preferences related to replacement housing.

All information which residents supplied was in oral narrative form, though this data was subsequently validated by obtaining documentary evidence required at the time of an actual displacement, to conform to qualifying criteria, such as housing costs, length of residency and income.

Following, is a description and overview of some of the household characteristics and needs.

B. FIELD SURVEY DATA

A summary of observations and field data is presented below.

1. Residential

The nine (9) households are comprised of twenty-one (21) persons; nineteen (19) adults and two (2) children; one (1) child two (2) years old and one (1) infant eighteen (18) months old. Five (5) of the households are home-owners and two (2) rent their accommodation. Two (2) households receive “room-and-board” as partial compensation for employment.

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None of the households are either over-, or under-housed in terms of the number of bedrooms available to them. The standard utilized for relocation purposes is that of “two-plus-one”; that is to say, two (2) persons per each bedroom and one (1) person permitted to use, for sleeping purposes, a room otherwise used for other purposes (e.g., a living room).

2. Replacement Housing Needs

Owner-occupant households; of which there are five (5), are relocated to accommodations of a size and utility similar to their present residence.

Tenant households are relocated to accommodations suitable to their household size, based upon the “two-plus-one” standard described above. Prospective replacement units are inspected prior to occupancy to ensure that they (the units) meet the “Decent, Safe and Sanitary” requirements of the relocation law.

3. Income

Relative to the 2008 Annual Income Limitations for Sacramento and Sutter Counties, established by the Federal Department of Housing and Urban Development (HUD), the displacee households which *rent* their accommodation and are subjects of this Plan qualify within HUD’s ‘Lower’ income category, calculated for households of their size, for the County in which they reside.

4. Ethnicity

Of the nine (9) households which are the subject of this Plan, eight (8) were self-described as ‘White’ and, one (1) as ‘Hispanic/Latino’, per U.S. Census data for categories of ethnicity.

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5. Senior/Handicapped/Housing Assistance Households

There are two (2), two (2)-person households which qualify as 'Elderly' by virtue of having attained the age of 62 (or above); *all* four (4) members of these households are, by the aforementioned definition, 'Elderly'.

There are no households reporting infirmities which would otherwise qualify them as 'Handicapped' and, no households are in receipt of 'Housing Assistance' (e.g., Section 8).

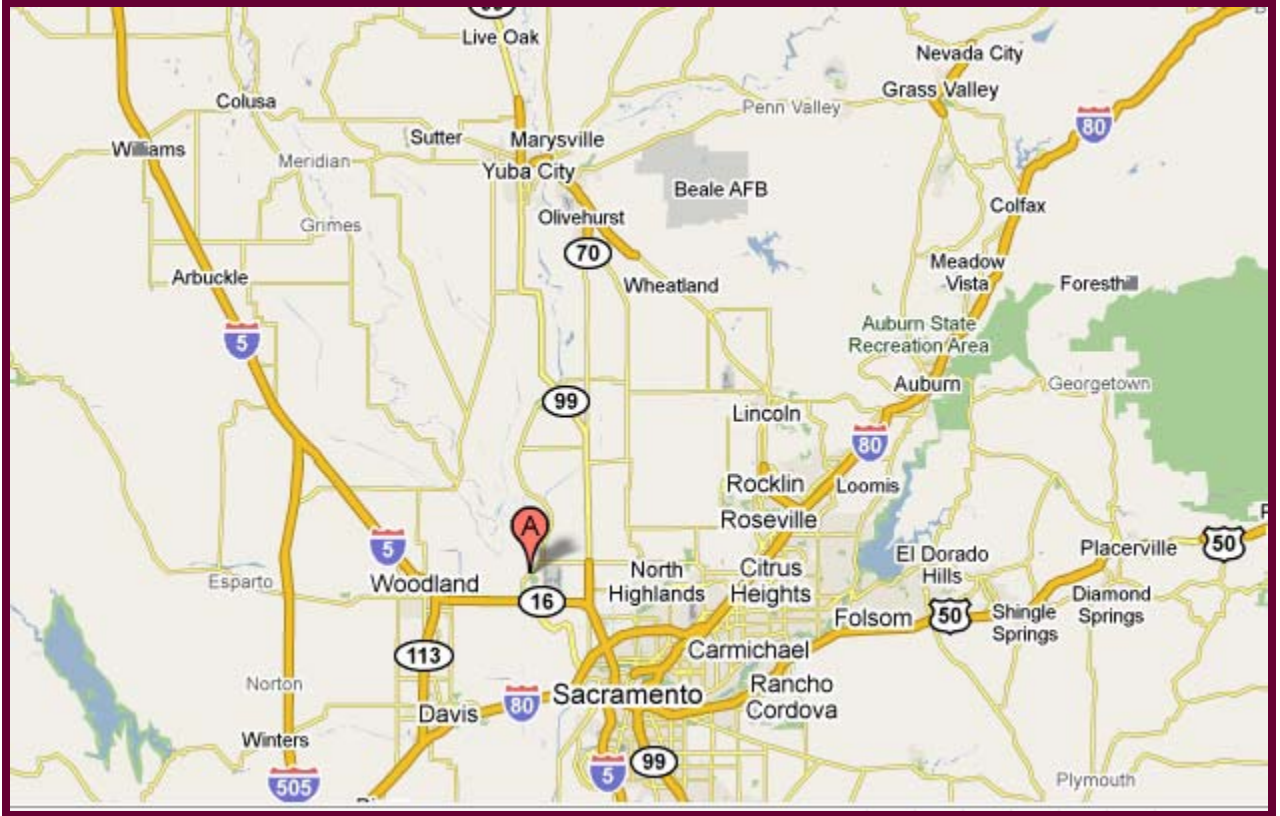
6. Preferred Relocation Areas

The displacee households generally expressed a preference to remain residing within the area.

The following map identifies the general location of the nine (9) displacee households, residing on seven (7) separate parcels, five (5) of the displacee's occupy three parcels located along the Natomas Cross Canal on Howsley in South Sutter County. The remaining four (4) displacee's occupy parcels along the Garden Highway and Riego Road to the North in Sutter County and South along Garden Highway to Elverta Road in Sacramento County.

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III. RELOCATION RESOURCES

On the open market there is no lack of comparable replacement housing available in terms of unit size. The displacee *tenant* households may choose to be displaced to rental accommodation with rent differential payments which may, or may *not* apply, as rents are generally comparable within Sacramento and environs.

There is also the option that, if any rent differential payments – over the mandated payment period of forty-two (42) months – are substantial in their total amount, the tenant may elect to receive a “lump-sum” payment of the rent differential payment and use that amount as a down payment on the *acquisition* of replacement housing.

All displacee households are, nevertheless, eligible for advisory relocation assistance in *locating* alternate accommodation.

A. METHODOLOGY

Both in preparing this Plan and, in the subsequent provision of relocation assistance, the characteristics and needs of those to be displaced must be fully-understood and addressed.

To determine the availability of comparable housing prior to the displacement of occupants from the Site, “real-time” resources will be researched including, though not necessarily limited to, the following:

- Surveys of classified listings of daily and weekly newspapers serving Sacramento and the immediately surrounding area.
- Windshield surveys of comparable residential and commercial areas in the area to locate units/space for lease and sale.
- Telephone and field contact with residential and commercial real estate and property management companies in Sacramento and environs.

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- Internet websites for homes, apartments and commercial premises for rent or sale.

B. REPLACEMENT HOUSING AVAILABILITY

Purchase Housing

The subject Project – and, this Plan – *at this time* involves the displacement of five (5) households requiring single-family residences for purchase and, two (2) households requiring, respectively, one (1)-, and two (2)-bedroom rental accommodation. Two (2) tenant households reside in mobile home/Recreational Vehicle “coaches” on the property of their respective employers and, due to “partial takes” of their employer’s properties, their residences will be moved to the employer’s “remainder parcel”.

A replacement housing resource survey was conducted immediately prior to displacement to determine the availability, or otherwise of one (1)-, and two (2)-bedroom rental accommodation in the city of Sacramento. The survey found a sufficient number of rental units available in the area with monthly one (1)-bedroom rents of nine hundred dollars (\$900) and, two (2)-bedroom units rents of approximately fourteen hundred fifty dollars (\$1,450).

In the realm of both homes for sale and rent, and, while no residents expressed a particular interest in locating outside the immediate area, the tenants and home owners have relocated to outlying communities, including Rocklin, Rio Oso, Nicolaus, Roseville, Plumas Lake and, in one case, Vancouver, Washington.

At the time of this writing, one (1) owner household remains to be relocated though, in any event, households will not be required to relocate until comparable replacement housing has been made (is?) available. If any households express an interest in mobile home parks and “coaches”, residents will be provided with pertinent information (such as association or entrance fees) and assistance in securing such housing.

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Rental Housing

Two (2) displacee households; both of ‘Lower’ income by HUD standard, require replacement rental accommodation. One (1) household has an “ability-to-pay” of one thousand fifty dollars (\$1,050) per month for two (2)-bedroom accommodation; and, the other – whose *current* rent is the lesser of *their* “ability-to-pay” – requires a one (1)-bedroom unit at no greater than six hundred fifty dollars (\$650) per month for a comparable, Decent, Safe and Sanitary unit.

Monthly rents above these amounts for these two (2) households will require, respectively, rental assistance payments (RAP) – or, rent “differential” payments – over a period of forty-two (42) months.

Businesses

While there is no *specific* requirement pursuant to Relocation Law or guidelines mandating that alternate relocation sites be made available to businesses at the time of displacement – including Non-profits and farms – SAFCA is committed to making every effort to satisfactorily relocate and re-establish business enterprises. This Relocation Plan outlines the requirements for moving and re-establishing a business prospectively being displaced, and demonstrates the level of advisory and financial assistance that will be provided.

C. RELATED ISSUES

1. Concurrent Residential/Business Displacement

There are no concurrent projects sponsored by others now, or planned in the immediate future, which will impact negatively upon the efforts and ability of the Agency in relocating the subject permanently displaced households. In addition, impact upon the Sacramento

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market will be relatively minimal though, perhaps over time, not insignificant.

2. Temporary Housing

It is anticipated that comparable replacement housing will be available; therefore, there will be no need to rely on temporary relocation resources to meet site occupant needs. Should such a need arise, SAFCA will respond appropriately and in conformance with all applicable laws and requirements.

3. Language Issues

Linguistic ability is not an issue for these displacee households.

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IV. THE RELOCATION PROGRAM

A. PROGRAM ASSURANCES, STANDARDS AND OBJECTIVES

The relocation program to be implemented by SAFCA will conform to the standards and provisions of the Uniform Relocation Act (46 U.S.C. § 4600 et seq.), its implementing regulations (49 C.F.R., Part 24), the California Relocation Assistance Law, California Government Code Section 7260 et seq (the “CRAL”) and the California Relocation Assistance and Real Property Acquisition Guidelines, Title 25, California Code of Regulations, Chapter 6, Section 6000 et seq. (the “Guidelines”) for residential displacements. SAFCA’s adoption of appropriate Relocation Rules and Regulations may be found at **EXHIBIT “D”**.

Program objectives will be as follows:

- 1.** To fully inform the eligible site occupants of the nature of, and procedures for, obtaining relocation assistance and benefits.
- 2.** To determine the needs of each displacee eligible for assistance.
- 3.** To provide an adequate number of referrals to comparable, decent, safe and sanitary housing units within a reasonable time prior to displacement, and ensure that no occupant is required to move without a minimum of ninety (90)-days written notice to vacate.
- 4.** To provide current and continuously updated information concerning replacement housing opportunities.
- 5.** To provide assistance that does not result in different or separate treatment due to race, color, religion, national origin, sex, marital status or other arbitrary circumstances.

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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.
8. To inform all persons subject to displacement of the Agency's policies with regard to eviction and property management.
9. To establish and maintain a formal grievance procedure for use by displaced persons seeking administrative review of SAFCA's decisions with respect to relocation assistance.

There are adequate Project funds available to relocate displacee households and/or businesses. 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 or the Civil Rights Act of 1964, Title VIII of the Civil Rights Act of 1968, the California Fair Employment & Housing Act, and the Unruh Act, as well as any otherwise arbitrary or unlawful discrimination.

No one will be displaced without ninety (90)-days written notice and unless "comparable" replacement housing can be located, and is available. "Comparable" housing includes standards such as: decent, safe, and sanitary (as defined in Section 6008[d] of the Guidelines); comparable as to the number of bedrooms, living space, and type and quality of construction of the acquired unit but not lesser in rooms or living space than necessary to accommodate the displaced household; in an area that does not have unreasonable environmental conditions; not generally less desirable than the acquired unit with respect to location to schools, employment, health and medical facilities, and other public and commercial facilities and services; and, within the financial means of the displaced household as defined in Section 6008, subdivision (c)(5) of the Guidelines.

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The relocation program to be implemented by the Agency conforms to the standards and provisions set forth in Government Code section 7260 *et seq.*, the Guidelines, California Health and Safety Code section 33410 *et seq.*, if applicable, and all other applicable regulations and requirements.

B. CITIZEN PARTICIPATION/PLAN REVIEW

This Plan and any subsequent amendments hereto will be provided to the prospective displacees and will be made available to the public for the mandatory thirty (30)-day review period. Any comments regarding this Plan will be included as an Addendum to the Plan and addressed prior to submission for approval to the SAFCA Board. This Plan may be amended from time-to-time, and as other households and/or businesses are required to relocate, an Amendment to this Plan shall be processed, providing for same.

Section 6012 (Citizen Participation) of the California Code of Regulations, Title 25, Chapter 6, will be adhered to in both the spirit and letter of the law by SAFCA and OPC in implementing the Relocation Program. The Agency will ensure the following:

1. Full and timely access to documents relevant to the relocation program.
2. The provision of technical assistance necessary to interpret elements of the relocation plan and other pertinent materials.
3. Copies of this Plan shall be available for review thirty (30)-days prior to adoption by SAFCA.
4. The right to submit written or oral comments and objections, including the right to submit written comments regarding the Plan and to have these comments appended to the Plan when it is forwarded to the SAFCA Board for final adoption.

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5. A general notice and copy of this Plan shall be provided to the prospective displacees. This plan shall be made available for circulation for information and review by interested citizen groups, state and county agencies, and all persons affected by the Plan.
6. Upon completion of all reviews, the Plan will be presented for adoption by SAFCA.

C. RELOCATION ASSISTANCE PROGRAM

OPC has been retained by SAFCA to assist in the administration of its relocation program. OPC will work closely with the Agency's staff. SAFCA will review and approve OPC's recommendations or request further information prior to moving forward. Every reasonable effort will be made to ensure that the relocation of displaced persons occurs with a minimum of delay and hardship.

OPC Staff is available to assist the displaced households with questions about relocation and/or assistance in relocating. Relocation staff can be contacted **Toll-free** at **1.800.385.0244** from 9:00 a.m. to 5:00 p.m., Monday through Friday; or, on-site by appointment. The Relocation Office for purposes of this displacement is located at:

**Overland, Pacific & Cutler, Inc.
8950 Cal Center Drive, Suite 102
Sacramento, CA 95826-3225**

The following specific services will be provided:

1. Distribution of a 'Residential Information Brochure' (See: '**EXHIBIT "B"**') and, as appropriate, an 'Informational Statement for Businesses, Farms and Non-Profit Organizations' (See: '**EXHIBIT "C"**');

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- 2.** Fully informing eligible project occupants of the nature of, and procedures for, obtaining relocation assistance and benefits;
- 3.** Determining the needs of each residential displacee eligible for assistance;
- 4.** The provision of an adequate number of referrals – which, pursuant to the Guidelines, requires a minimum of three (3) – to comparable, decent, safe and sanitary housing units within a reasonable time prior to displacement, and assuring that no residential occupant is required to move without a minimum of ninety (90) days written notice to vacate;
- 5.** Provision of current and continuously updated information concerning replacement housing opportunities;
- 6.** Special assistance in the form of referrals to governmental and social service agencies will be made, if needed or requested. Referral agencies may include, but not necessarily be limited to, the Department of Public and Social Services (DPSS) for income maintenance or food stamps, Medi-Cal, Employment Development Department, Sacramento City/Sacramento and Sutter County Health and Human Services Department(s), and Child and Adult Protective Services.
- 7.** Ensuring that the provision of assistance does not result in different or separate treatment due to race, color, religion, national origin, sex, sexual-orientation, marital status or other essentially arbitrary circumstances;
- 8.** Supplying information concerning federal and state housing programs and other governmental programs providing assistance to displaced persons;
- 9.** Assisting each eligible person to complete applications for benefits;

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- 10.** Making relocation benefit payments in accordance with State of California Guidelines, including the provisions of the Last Resort Housing sections, where applicable;
- 11.** Informing all persons subject to displacement of SAFCA's policies with regard to eviction and property management; and
- 12.** Establishing and maintaining a formal grievance procedure for use by displaced persons seeking administrative review of Agency decisions with respect to relocation assistance.

D. RELOCATION BENEFITS CATEGORIES – GENERAL

Benefits will be provided in accordance with the Uniform Relocation Act (the URA) and California Relocation Assistance Law (the CRAL) and all other applicable regulations and requirements, and will be paid directly by SAFCA upon submission of required claim forms and documentation in accordance with approved procedures. The Agency will provide appropriate benefits for all eligible households as required by the above laws and requirements.

Commercial occupants to be displaced are considered eligible for relocation assistance and benefits if they lawfully occupied the site on the date of the initiation of negotiations for acquisition at the project site.

Specific eligibility requirements and benefit plans will be detailed on an individual basis with each displaced household. In the course of personal interviews and follow-up visits, each displaced household will be counseled as to available options and the consequences of any choice with respect to financial assistance.

Whether residential or commercial, displacees will be entitled to receive “advances” on relocation payments for such needs as credit checks, security deposits, permitting fees and licenses, etc.

Residential Moving Expense Payments

All displaced residential occupants will be eligible to receive a payment for moving expenses except as noted. Moving expense payments will be made based upon *either* an invoice for actual reasonable moving expenses from a licensed professional mover *or*, a fixed payment based on a room-count schedule.

a. Actual Cost (Professional Move)

A displacee household can elect to have a licensed professional mover perform the move. The actual cost of the moving services (including packing if desired), based on at least two (2) acceptable bids, will be compensated by SAFCA *either* in the form of a *direct payment to the mover* *or*, as a *reimbursement* to the displacee household, with proper documentation. Transportation costs are limited to a distance of *fifty (50)* miles.

In addition to the actual physical move, SAFCA will pay reasonable charges for utility connection charges, such as water, electricity, telephone and cable, if any.

b. Fixed Payment (based on Room Count Schedule)

An occupant may elect to receive a *fixed payment* for moving expenses which is based on the number of rooms containing furniture or other personal property to be moved. The fixed moving payment will be based on the most recent Federal Highway Administration (FHA) schedules maintained by the California Department of Transportation (Caltrans).

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If the displaced person *elects* a fixed payment, the displaced person takes full responsibility for the move. The fixed payment includes, and the displacing entity will not separately pay, any charges for utility connection as described at (a), above.

The current schedule for fixed moving payments is set forth in the Table, below.

FIXED MOVING SCHEDULE (CALIFORNIA)			
Occupant owns furniture		Occupant does NOT own furniture	
1 room	\$625.00	1 room	\$400.00
2 rooms	\$800.00	each additional room	\$65.00
3 rooms	\$1,000.00		
4 rooms	\$1,175.00		
5 rooms	\$1,425.00		
6 rooms	\$1,650.00		
7 rooms	\$1,900.00		
8 rooms	\$2,150.00		
each additional room	\$225.00		

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Permanent Relocation

Rental Assistance/Down Payment Assistance

For *permanent* residential displacee households – *except* in the case of ‘Last Resort Housing’ situations, as defined below – a Rental Assistance Payment (RAP) will be *limited* to a maximum of five thousand two hundred fifty dollars (\$5,250.00), based upon the household’s monthly housing need over a forty-two (42) month period.

Last Resort Housing

Based on survey results, it appears that an adequate number of “comparable replacement housing” units will be available at the time of displacement to meet the needs of the displaced tenants.

“Last Resort Housing” payments, however, *are* authorized by statute if “*affordable, comparable* replacement housing” *cannot* be located for the displaced tenant household (i.e., housing renting for *not more than* 30% of the household’s gross, adjusted monthly income). In such cases, payments may be made *beyond* the \$5,250.00 statutory “cap” up to forty-two (42) months’ worth of rental assistance. Any supplemental increment beyond \$5,250.00 may be paid in installments *or*, a “lump-sum”, at the discretion of SAFCA.

The Table on the following page illustrates the manner in which monthly housing need is determined.

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Monthly Housing Need Calculation		
1. Old Rent	\$ 500	Old Rent plus Utility Allowance
Or		
2. Ability to Pay	\$ 445	30% of the Gross Household Income*
3. Lesser of lines 1 or 2	\$ 445	
Subtracted From:		
4. Actual New Rent	\$ 550	Actual New Rent including Utility Allowance
– OR –		
5. Comparable Rent	\$ 575	Determined by Agency; <u>includes</u> Utility Allowance
6. Lesser of lines 4 or 5	\$ 550	
7. Yields Monthly Need:	\$ 105	Subtract line 3 from line 6
8. Rental Assistance	\$ 4,410	Multiply line 7 by 42 months

*Gross income means the total annual income of an individual less the following: (1) a deduction of \$500.00 for each dependent in excess of three; (2) a deduction of 10% of total income for an elderly or disabled head of household; (3) a deduction for recurring extraordinary medical expenses; defined for this purpose to mean medical expenses in excess of 3% of total income, where not compensated for, or covered by insurance or other sources; (4) a deduction of “reasonable” amounts paid for the care of children or sick or incapacitated family members when determined to be necessary to employment of the head of household or spouse, except that the amount deducted shall not exceed the amount of income received by the person who would not otherwise be able to seek employment in the absence of such care.

Replacement Housing Payment – Homeowners

If a household owned and occupied a dwelling purchased by SAFCA for at least 180 days *prior to* the first written offer to purchase, they may be eligible to receive a payment of up to \$22,500.00 to assist in purchasing a comparable replacement unit. If the displacee owned, and occupied the displacement dwelling for at *least* 90 days, but *not* more than 180 days immediately prior to the date of the Agency's first written offer to purchase, they may be eligible for a payment of up to \$5,250.00. This Replacement Housing Payment is intended to cover the following items:

- 1. Purchase Price Differential** – An amount which, when added to the amount for which SAFCA purchased the property, equals the *lesser of* the actual cost of a comparable replacement dwelling; *or*,

The amount determined by the Agency as necessary to purchase a comparable replacement dwelling.

- 2. Mortgage Interest Differential** – The amount which covers the *increased* interest costs, *if any*, required to finance a replacement dwelling.

- 3. Incidental Expenses** – Those “one-time” costs incidental to purchasing a replacement unit, such as escrow fees, recording fees, and credit report fees. Recurring expenses such as pre-paid taxes and insurance premiums are *not* compensable.

Rental Assistance Option - If the displacee household is an owner-occupant and *chooses to rent* rather than purchase a replacement dwelling, they may be eligible for a rental assistance payment in an amount not to exceed the calculated purchase price differential payment.

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The payment will be based on the difference between the fair market rent (FMR) of the dwelling the household *owns* and *occupies* and, the rent they must pay for a comparable replacement dwelling.

If the household receives a *rental assistance payment*, as described above, and later decides to *purchase* a replacement dwelling, they may apply for a payment equal to the amount they would have received if they had *initially* purchased a comparable replacement dwelling, *less* the amount they have *already* received as a rental assistance payment.

Commercial Moving Expense Payments

Relocation benefits will be provided to commercial tenants pursuant to State law. Benefits will be paid upon submission of required claim forms and supporting documentation in accordance with the procedures established by SAFCA, herein.

Pursuant to Relocation Law, eligible businesses may receive a relocation payment to cover the reasonable cost of moving their personal property from the site of the project to the selected replacement site.

There are two (2) options:

(A) A ‘Payment for Actual Reasonable and Necessary Moving and Related Expenses’;

Or,

(B) A ‘Fixed Payment’ Not to Exceed \$20,000.

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Payment for Actual Reasonable and Necessary Moving and Related Expenses.

This payment may include the following:

- 1.** Transportation of personal property. Transportation costs for a distance *beyond* fifty (>50) miles are *not* eligible *unless* SAFCA determines that relocation beyond fifty (>50) miles is justified;
- 2.** Packing, crating, unpacking, and uncrating of the personal property;
- 3.** Disconnecting, dismantling, removing, re-assembling, and re-installing relocated machinery, equipment, and other personal property and certain substitute personal property. This includes connection to utilities available within the replacement building(s).

It also includes modifications to the personal property, including those modifications mandated by Federal, State or local law, code or, ordinance necessary to adapt the personal property to the replacement structure, or the replacement *site*; and, including the utilities at the replacement site and modifications necessary to adapt the utilities at the replacement site to the personal property;

- 4.** Storage of personal property not to exceed twelve (12) months, unless the Agency determines that a longer period is necessary;
- 5.** Insurance for the replacement value of the personal property in connection with the move and necessary storage;
- 6.** The replacement value of property lost, stolen or, damaged in the process of moving, though not through the fault or negligence of the displaced business owner, his or her agent or employee, *if* insurance coverage for such loss, theft or, damage is not reasonably available;

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- 7.** Any license, permit or certification required of the business at the replacement location. However, the payment may be based on the remaining *useful life* of the *existing* license, permit or, certification;
- 8.** Professional services as SAFCA determines to be actual, reasonable, and necessary for: **(i)** Planning the move of the personal property; **(ii)** Moving the personal property; and, **(iii)** Installing the relocated personal property at the replacement location;
- 9.** Re-lettering of signs and replacement of stationary on hand at the time of displacement that is made obsolete as a result of the move;
- 10.** Actual direct loss of tangible personal property incurred as a result of moving or discontinuing the business.

The payment will consist of the *lesser of*:

- a.** The fair market value of the item, *as is*, for continued use at the displacement site, *less* the proceeds from its sale. (To be eligible for payment, the business owner must make a good faith effort to sell the personal property, unless SAFCA determines that such effort is not necessary. When payment for property loss is claimed for goods held for sale, the fair market value will be based upon the cost of the goods to the business, not the prospective selling price); **or**,
- b.** The estimated cost of moving the item, *as is*, but with *no allowance* for storage or for re-connecting a piece of equipment if the equipment is in storage, or not being used at the replacement site. If the business operator elects to *discontinue* his/her business, the estimated cost will be based on a moving distance of fifty (50) miles;

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11. The reasonable cost incurred in attempting to sell an item that is not to be relocated;

12. Purchase of substitute property. If an item of personal property which is used as *part of a business* is not moved, but is *promptly* replaced with a substitute item that performs a comparable function at the replacement site, the business owner will be entitled to payment for the *lesser of*:

- a.** The cost of the substitute item, including installation costs at the replacement site, if any, minus any proceeds from the sale or trade-in value of the replaced item; **or**,
- b.** The estimated cost of moving and re-installing the replaced item, but with no allowance for storage. At the Agency's discretion, the estimated cost for a low cost or uncomplicated move may be based on a single bid or estimate.

13. Searching for a replacement location. The displaced business is entitled to reimbursement for actual expenses, not to exceed one thousand dollars (\$1,000), as SAFCA determines to be reasonable and which are incurred in searching for a replacement location, including:

Transportation expenses;

- i.** Meals and lodging away from home;
- ii.** Time spent searching for a replacement location, based on a reasonable salary or earnings;

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- iii. Reasonable fees paid to a real estate agent or broker to locate a replacement site, exclusive of any fees or commissions related to the purchase or lease of such site;
- iv. Time spent in obtaining permits and attending zoning hearings;
- v. Time spent negotiating the purchase or lease of a replacement site, based on a reasonable salary or earnings; and,
- vi. Other related moving expenses as the Agency determines to be reasonable and necessary, including:
 - Connection to available nearby utilities from the right-of-way to improvements at the replacement site;
 - Professional services performed prior to the purchase or lease of a replacement site to determine its (the site's) suitability for the business operation including, but not limited to soil testing, feasibility, and marketing studies (excluding any fees or commissions directly related to the purchase or lease of such replacement site). At SAFCA's discretion, a reasonable, *pre-approved* hourly rate may be established;
 - Impact fees or one-time assessments for anticipated heavy utility usage, as determined by the Agency; and,
 - Actual and reasonable expenses necessary to re-establish a displaced small business at its new location, not-to-exceed ten thousand dollars (\$10,000).

Examples of expenses that may be considered for reimbursement include advertising, redecoration and, certain increased costs of operation at the new location.

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Fixed Payment in Lieu of A Payment for Actual Reasonable Moving and Related Expenses:

The amount of this payment shall be based on the average, annual net earnings of the displaced business.

The payment to an eligible business may not be less than one thousand dollars (\$1,000.00), or more than twenty thousand dollars (\$20,000.00). To qualify for this payment, a displaced business:

1. Cannot be a part of a commercial enterprise having *at least* three (3) *other* establishments which are *not* being displaced by the Agency as part of the project which is the subject of this Plan, and which is under the same ownership and engaged in the same, or similar business activities;
2. Must not be able to relocate without substantial loss of patronage; and,
3. Must have contributed *at least* one-third (i.e., 33.33%) of the owner's total gross income during each of the two (2) taxable years *prior to* displacement, or meet specific earnings criteria.

Summary

SAFCA has begun, and will continue to take the necessary steps to ensure a thorough and effective relocation process. The findings in this Plan indicate that there are adequate residential and commercial resources to address the needs of the households and any businesses anticipated to be displaced.

The Agency will uphold the letter and spirit of the California Relocation Assistance Law (Government Code Section 7260 et. seq.) and the Uniform Act. The Agency accepts its responsibility to assist displaced persons in order to minimize hardships related to the relocation process.

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Upon implementation of relocation assistance, prospectively displaced persons will be given further detailed interviews and their corresponding case files will be updated to reflect any new or updated information. All field-collected data from initial and follow-up interviews is considered confidential and not available to the public.

E. GENERAL INFORMATION – PAYMENT OF RELOCATION BENEFITS

Claims and supporting documentation for relocation benefits must be filed with SAFCA within eighteen (18) months from:

- The date the claimant moves from the acquired property; *or*,
- *In the case of owner-occupants*, the date on which final payment for the acquisition of real property is made, whichever is *later*.

The procedure for the preparation and filing of claims and the processing and delivery of payments will be as follows:

1. Claimant(s) will provide all necessary documentation to substantiate eligibility for assistance.
2. Assistance amounts will be determined in accordance with the provisions of California Relocation Law.
3. Required claim forms will be prepared by OPC relocation personnel in conjunction with claimant(s). Signed claims and supporting documentation will be submitted by OPC to the Agency.
4. SAFCA will review and approve claims for payment or request additional background information.
5. The Agency will issue benefit checks which will be available at SAFCA offices for receipt by Claimants, unless circumstances dictate otherwise.

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6. Final payments will be issued after confirmation that the relevant premises have been completely vacated and actual residency at the replacement unit is verified.
7. Receipts of payment will be obtained and maintained in the relocation case file.

F. LAST RESORT HOUSING

Section 6139 of the Guidelines call for Last Resort Housing . . . *“Whenever comparable replacement dwellings are not available, or are not available within the monetary limits of Government Code sections 7263 or 7264, as appropriate, the displacing City shall provide additional, or alternative assistance under the provisions of this part.”* These provisions apply to SAFCA.

G. TAX CONSEQUENCES OF RELOCATION ASSISTANCE PAYMENTS

Generally, relocation payments are not income for the purpose of the Internal Revenue Code of 1968 or the Personal Income Tax Law, Part 10 of the Revenue and Taxation Code. However, neither SAFCA, nor any staff, consultants, agents, assigns or other party acting on behalf of said Agency, is authorized to give tax advice to displaced persons, and any statements herein shall not be construed as tax advice. Displaced persons are encouraged to consult with independent tax advisors or legal counsel concerning the tax consequences of receiving relocation payments.

H. GRIEVANCE PROCEDURES AND APPEALS POLICY

SAFCA’s Grievance Policy follows the standards described in Article 5, Section 6150 et seq., Title 25, Chapter 6, State of California, Department of Housing and Community Development Program guidelines.

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Briefly stated, any displaced tenants will have the right to seek redress when there is a perceived grievance regarding any of their rights to relocation and relocation assistance, such as a determination as to eligibility; the amount of a payment or the failure to provide a comparable replacement housing referral.

I. EVICTION POLICY

Subsequent to acquisition by SAFCA, the displacee household or business may become a tenant of the Agency for some period of time.

- 1.** Under the Guidelines, eviction by the displacing entity (i.e., SAFCA) is permissible only as a last resort and relocation records must be documented to reflect the specific circumstances surrounding any eviction.
- 2.** Eviction by the Agency may be undertaken only for one or more of the following reasons:
 - a)** Failure to pay rent, except in those cases where the failure to pay is due to the Lessor Agency's failure to keep the premises in habitable condition; is the result of harassment or retaliatory action; or, is the result of a discontinuation or substantial interruption of services.
 - b)** Performance of a dangerous or illegal act in the unit by tenant, its guests or invitees or any combination thereof.
 - c)** A Material breach of the rental agreement and failure to correct breach within thirty (30)-days of Notice or as otherwise provided in the rental or lease agreement.
 - d)** Maintenance of a nuisance and failure to abate within a reasonable time following notice.

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- e) Refusal to accept one of a reasonable number of offers of replacement dwellings.
- f) A requirement under State or local law or emergency circumstances that cannot be prevented by reasonable efforts on the part of the Agency.

J. PROJECTED DATES OF DISPLACEMENT

Households will receive a minimum of a Ninety (90)-day Notice-to-Vacate before being required to move. Ninety (90)-Day Notices to Vacate the Site will be issued immediately upon acquisition of the pertinent property or the adoption of this Relocation Plan; whichever is later.

K. ESTIMATED RELOCATION COSTS

Any and all required financial assistance will be provided.

As any requisite displacements are identified during the progressive design/build process, an Amendment to this Plan will be prepared – including an estimated cost of displacement – and, presented to the SAFCA Board for adoption.

For those households and/or businesses displaced pursuant to this Plan/writing, the estimated relocation costs are established to be as follows:

• Replacement Housing/Rental Assistance Payments:	\$ 625,000.00
• Actual and Fixed Moving Payments:	<u>\$ 93,000.00</u>
Total Estimated Relocation Costs:	<u>\$ 718,000.00</u>

To the extent that any household or business to be *prospectively* displaced may exercise any of a number of options in moving to a replacement location, any firm relocation budget estimate for the *balance* of the *total* project would, at this time, be purely speculative in nature.

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As replacement options are reviewed by a displacee household or business, reasonably anticipated expenditures will be considered in conjunction with those displacements. SAFCA pledges to appropriate the necessary funds, on a timely basis, to ensure the successful completion of the Project.

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EXHIBIT “A”
H.U.D. ANNUAL INCOME LIMITATIONS
 -
SACRAMENTO & SUTTER COUNTIES

The following figures are approved by the U. S. Department of Housing and Urban Development (H.U.D.) and California Department of Housing & Community Development (HCD) for use in the Counties of Sacramento and Sutter to define and determine housing eligibility by income level for 2009.

SACRAMENTO COUNTY, CALIFORNIA –					
MEDIAN FOUR-PERSON HOUSEHOLD INCOME: \$ 72,800.					
Household Size	Extremely Low Income	Very Low Income	Lower Income	Median Income	Moderate Income
1 Person	\$ 15,300.	\$ 25,500.	\$ 40,800.	\$ 50,950.	\$ 61,150.
2 Person	\$ 17,500.	\$ 29,100.	\$ 46,600.	\$ 58,250.	\$ 69,900.
3 Person	\$ 19,650.	\$ 32,750.	\$ 52,450.	\$ 65,500.	\$ 78,600.
4 Person	\$ 21,850.	\$ 36,400.	\$ 58,250.	\$ 72,800.	\$ 87,350.
5 Person	\$ 23,600.	\$ 39,300.	\$ 62,900.	\$ 78,600.	\$ 94,350.
6 Person	\$ 25,350.	\$ 42,200.	\$ 67,550.	\$ 84,450.	\$101,350.
7 Person	\$ 27,100.	\$ 45,150.	\$ 72,250.	\$ 90,250.	\$108,300.
8 Person	\$ 28,850.	\$ 48,050.	\$ 76,900.	\$ 96,100.	\$115,300.

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SUTTER COUNTY, CALIFORNIA –

MEDIAN FOUR-PERSON HOUSEHOLD INCOME: \$ 55,800.

Household Size	Extremely Low Income	Very Low Income	Lower Income	Median Income	Moderate Income
1 Person	\$ 11,750.	\$ 19,550.	\$ 31,250.	\$ 39,050.	\$ 46,850.
2 Person	\$ 13,400.	\$ 23,300.	\$ 35,700.	\$ 44,650.	\$ 53,550.
3 Person	\$ 15,100.	\$ 25,100.	\$ 40,200.	\$ 50,200.	\$ 60,250.
4 Person	\$ 16,750.	\$ 27,900.	\$ 44,650.	\$ 55,800	\$ 66,950.
5 Person	\$ 18,100.	\$ 30,150.	\$ 48,200.	\$ 60,250.	\$ 72,300.
6 Person	\$ 19,450.	\$ 32,350.	\$ 51,800.	\$ 64,750.	\$ 77,650.
7 Person	\$ 20,750.	\$ 34,600.	\$ 55,350.	\$ 69,200.	\$ 83,000.
8 Person	\$ 22,100.	\$ 36,850.	\$ 58,950.	\$ 73,650.	\$ 88,350.

April 02, 2009

EXHIBIT "B"

INFORMATIONAL STATEMENT FOR FAMILIES AND INDIVIDUALS

- I. GENERAL INFORMATION
- II. ASSISTANCE IN LOCATING A REPLACEMENT DWELLING
- III. MOVING BENEFITS
- IV. REPLACEMENT HOUSING PAYMENT - HOMEOWNERS
- V. QUALIFICATION FOR AND FILING OF RELOCATION CLAIMS
- VI. LAST RESORT HOUSING ASSISTANCE
- VII. RENTAL AGREEMENT
- VIII. APPEAL PROCEDURES - GRIEVANCE
- IX. TAX STATUS OF RELOCATION BENEFITS
- X. LEGAL PRESENCE REQUIREMENT
- XI. ADDITIONAL INFORMATION AND ASSISTANCE AVAILABLE

I. GENERAL INFORMATION

The residence in which you now live is in an area to be improved by the Sacramento Area Flood Control Agency ('SAFCA' or, the 'Agency'). As the project schedule proceeds, it may be necessary for you to move from your dwelling. If you are required to relocate, you will be notified in a timely manner as to the date by which you must move.

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

SAFCA has retained the services of Overland, Pacific & Cutler, Inc. (OPC), a qualified professional relocation firm, to assist you. The firm is available to explain the program and benefits.

Their address and telephone number is:



Overland, Pacific & Cutler, Inc.
8950 Cal Center Drive, Suite 102
Sacramento, CA 95826-3225
Phone Toll-free: 800.385.0244

Spanish speaking representatives are available. **Si necesita esta información en Español, por favor llame a su representante.**

PLEASE DO NOT MOVE PREMATURELY. THIS IS NOT A NOTICE TO VACATE YOUR DWELLING. However, if you desire to move sooner than required, you must contact your representative with Overland, Pacific & Cutler, Inc., so you will not jeopardize any benefits.

This is a general informational brochure only, and is not intended to give a detailed description of either the law or regulations pertaining to SAFCA's relocation assistance program.

II. ASSISTANCE IN LOCATING A REPLACEMENT DWELLING

The Agency, through its relocation representatives, will assist you in locating a comparable replacement dwelling by providing referrals to appropriate, and available housing units. You are encouraged to actively seek such housing yourself.

When a suitable replacement dwelling unit has been found, your relocation consultant will carry out an inspection and advise you as to whether the dwelling unit meets "decent, safe and sanitary" housing requirements. A decent, safe, and sanitary housing unit provides adequate space for its occupants, proper weatherproofing and sound heating, electrical and plumbing systems. Your new dwelling must pass inspection before relocation assistance payments can be authorized.

III. MOVING BENEFITS

If you must move as a result of displacement by SAFCA, 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 own furniture. The payment is based upon a schedule established for the purpose by the Federal Highway Administration, for the State of California, and adopted by SAFCA and ranges, for example, from \$400.00 for one room furnished by the *Lessor* to \$2,150.00 for eight rooms of *Lessee's* furnishings in an otherwise unfurnished dwelling. (For details, see the Table, below). Your relocation representative will inform you of the amount you are eligible to receive if you choose this type of payment.

FIXED MOVING SCHEDULE – California			
Occupant Owns Furniture		Occupant Does <i>NOT</i> Own Furniture	
1 room	\$ 625.00	1 furnished room	\$400.00
2 rooms	\$ 800.00	each additional room	\$ 65.00
3 rooms	\$1,000.00		
4 rooms	\$1,175.00		
5 rooms	\$1,425.00		
6 rooms	\$1,650.00		
7 rooms	\$1,900.00		
8 rooms	\$2,150.00		
each additional room	\$ 225.00		

If you select a *fixed* payment, you will be responsible for arranging for your own move and SAFCA will assume no liability for any loss or damage of your personal property.

B. Actual Moving Expense (Professional Move)

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

IV. REPLACEMENT HOUSING PAYMENT – TENANTS AND CERTAIN OTHERS

You may be eligible for a payment of up to \$5,250. to assist you in renting, or purchasing a comparable replacement dwelling. In order to qualify, you must be a tenant who has occupied your present dwelling for **at least 90 days** prior to the Agency's first written offer to purchase the property.

A. Rental Assistance If you qualify for relocation assistance (see above) and wish to rent your replacement dwelling, your rental assistance benefits will be based on the difference, over a 42 month period, between the rent you must pay for a comparable replacement dwelling and, the *lesser of* your current rent or 30% of your gross, monthly household income. You will be required to provide your relocation representative with monthly rent and household income verification *prior to* the determination of your eligibility for this payment;

- or -

B. Down-payment Assistance If you qualify, as a tenant, for relocation assistance (see above) and, wish to purchase a home as a replacement dwelling, you must apply the total amount of your rental assistance payment toward the down-payment and non-recurring incidental expenses pertaining to the acquisition of your new home. Your OPC representative will clarify procedures necessary to apply for this type of payment.

V. REPLACEMENT HOUSING PAYMENT – HOMEOWNERS

A. If you owned, and occupied a dwelling purchased by SAFCA for **at least 180 days** prior to the first written offer to purchase, you may be eligible to receive a payment of up to \$22,500.00 to assist you in purchasing a comparable replacement unit. If you owned, and occupied the displacement dwelling for **at least 90 days, but not more than 180 days** immediately prior to the date of the Agency's first written offer to purchase, you may be eligible for a payment of up to \$5,250.00.

This Replacement Housing Payment is intended to cover the following items:

1. **Purchase Price Differential** – An amount which, when added to the amount for which SAFCA purchased your property, equals the *lesser of* the actual cost of your comparable replacement dwelling; **or**, The amount determined by the Agency as necessary to purchase a comparable replacement dwelling. Your relocation representative will explain both methods to you.
 2. **Mortgage Interest Differential** – The amount which covers the *increased* interest costs, *if any*, required to finance a replacement dwelling. Your relocation representative will explain limiting conditions.
 3. **Incidental Expenses** – Those “one-time” costs incidental to purchasing a replacement unit, such as escrow fees, recording fees, and credit report fees. Recurring expenses such as pre-paid taxes and insurance premiums are *not* compensable.
- B. Rental Assistance Option** – If you are an owner-occupant and *choose* to *rent* rather than purchase a replacement dwelling, you may be eligible for a rental assistance payment in an amount not to exceed the calculated price differential payment. The payment will be based on the difference between the fair market rent (FMR) of the dwelling you *own* and *occupy* and, the rent you must pay for a comparable replacement dwelling.

If you receive a *rental assistance payment*, as described above, and later decide to *purchase* a replacement dwelling, you may apply for a payment equal to the amount you would have received if you had initially purchased a comparable replacement dwelling, *less* the amount you have already received as a rental assistance payment.

VI. QUALIFICATION FOR, AND FILING OF RELOCATION CLAIMS

To qualify for a Replacement Housing Payment, you must rent or purchase and occupy a comparable replacement unit **within one (1) year from the later** of the following:

1. For a *tenant*, the date you move from the displacement dwelling;
2. For an *owner-occupant*, the date you receive final payment for the displacement dwelling or, in the case of an eminent domain condemnation action, the date the full amount of estimated just compensation is deposited in court; or,
3. The date SAFCA fulfills its obligation to make available comparable replacement dwellings.

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

VII. LAST RESORT HOUSING ASSISTANCE

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

If you are a tenant and you choose to *purchase* rather than rent a comparable replacement dwelling, the entire amount of your rental assistance and last resort eligibility, if any, must be applied toward the down-payment of the home you intend to purchase.

VIII. RENTAL AGREEMENT

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

Except for the causes of eviction set forth below, no person lawfully occupying property to be purchased by the Agency will be required to move without having been provided with at least ninety (90)-days written notice from SAFCA. Eviction will be undertaken only in the event of one or more of the following infractions:

- A.** Failure to pay rent; except in those cases where the failure to pay is due to the Lessor Agency's failure to keep the premises in habitable condition; is the result of harassment or retaliatory action; or, is the result of a discontinuation or substantial interruption of services;
- B.** Performance of (a) dangerous and/or illegal act(s) in the unit by lessee, its guests or invitees, or any combination thereof;
- C.** Material breach of the rental agreement and failure to correct breach within thirty (30)-days of notice;
- D.** Maintenance of a nuisance and failure to abate within a reasonable time following notice;
- E.** Refusal to accept one of a reasonable number of offers of replacement dwellings; or,
- F.** The eviction is required by State or local law and cannot be prevented by reasonable efforts on the part of SAFCA.

IX. APPEAL PROCEDURES - GRIEVANCE

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

X. TAXABLE STATUS OF RELOCATION BENEFITS

Relocation benefit payments are *generally* not considered as income for the purpose 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. The preceding statement is *not* tendered as legal advice by SAFCA, its employees, agents, consultants or assigns in regard to tax consequences, and displacees should consult with an independent tax advisor or legal counsel to determine the current status of such payments.

XI. LAWFUL PRESENCE REQUIREMENT

Pursuant to the Public Law 105-117 of 11-21-97, in order to be eligible to receive relocation benefits in a wholly or partially Federally-funded project, all members of the household to be displaced must provide information regarding their lawful presence in the United States.

In Federally-assisted projects, any member of the household who is *not* lawfully present in the United States, or declines to provide this information, may be denied relocation benefits. Relocation benefits will be pro-rated to reflect the number of household members with certified lawful presence in the US.

XII. ADDITIONAL INFORMATION AND ASSISTANCE AVAILABLE

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

OP&C, Inc.
April, 2009



EXHIBIT "C" INFORMATIONAL STATEMENT FOR BUSINESSES, FARMS, AND NON-PROFIT ORGANIZATIONS

Introduction

The property on which you now conduct your business is in an area to be improved by the Sacramento Area Flood Control Agency ('SAFCA' or, the 'Agency'). SAFCA's plans for flood control improvements within the Natomas Basin will require the relocation of certain existing commercial uses located thereupon. You will be notified in a timely manner as to the date by which you may be required to move.

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

This is *not* a notice to move. It is important that you *do not move* before you learn what you must do to receive relocation payments and other assistance to which you may be entitled.

The Agency has retained the services of Overland, Pacific & Cutler, Inc. (OPC), a qualified professional relocation firm, to assist you. The firm is available to explain the program and benefits. Their address and telephone number is:



Overland, Pacific & Cutler, Inc.
8950 Cal Center Drive, Suite 102
Sacramento, CA 95826-3225
Telephone: 857.1520

Spanish speaking representatives are available. **Si necesita esta información en Español, por favor llame a su representante.**

Summary of Relocation Assistance

As an eligible "displaced person", you will be offered appropriate financial *and* advisory assistance to help you relocate, including:

- A.** Payment for your moving expenses. You will receive either:
 - A Payment for Actual Reasonable Moving and Related Expenses; *or*,
 - A Fixed Payment In Lieu of a Payment for Actual Moving and Related Expenses;
- B.** Referrals to suitable replacement locations; and,
- C.** Other help to re-establish your business and minimize the impact of the move including help in preparing claim forms to request relocation payments.

If you disagree with SAFCA's subsequent decision as to your right to a relocation payment, or the amount of the payment, you may appeal that decision.

SOME GENERAL QUESTIONS

How will I know I am eligible for relocation assistance?

Ordinarily, eligibility begins on the date that the Agency receives its funding approval(s). In the event all funding required is not forthcoming, the Project *may not* proceed; therefore, you should not move before that transpires. If you do, you may not be eligible for relocation assistance.

How will SAFCA Know How Much Help I Need?

You will be contacted at an early date and personally interviewed by a representative of the Agency to determine your needs and preferences for a replacement location and other services. The interviewer will ask questions about such matters as your space requirements. It is to your advantage to provide the information so that SAFCA, through its relocation consultant, can assist you in moving with a minimum of hardship. The information you give will be kept in confidence.

How Soon Will I Have to Move?

Every reasonable effort will be made to provide you with sufficient time to find, and re-establish your business, in a suitable replacement location. If possible, a mutually agreeable date for the move will be worked out.

Unless there is an urgent need for the property (e.g., your occupancy would present a health, or safety emergency), you will not be required to move without at *least* ninety (90)-days advance written notice.

It is important, however, that you keep in close contact with the Agency so that you are aware of the time schedule for carrying out the project and the approximate date by which you will have to move.

Will I Have To Pay Rent To SAFCA Before I Move?

You may be required to pay a fair rent to the Agency for the period between the acquisition of your property and the date that you move. Your rent and the terms of your tenancy will be generally the same as in the prior arrangement.

How Will I Find A Replacement Location?

SAFCA will provide you with current and continuing information on available replacement locations that meet your needs. The Agency may also provide you with the names of real estate agents and brokers who can assist you in finding the type of replacement location you require.

While SAFCA will assist you in obtaining a suitable replacement location, you should take an active role in finding and relocating to a location of your choice. No one knows your needs better than you. You will want a facility that provides sufficient space for your planned activities. You will also want to ensure that there are no zoning, or other requirements which will unduly restrict your planned operations. Ask the Agency's representatives to explain which kind of moving costs are eligible for repayment and which are not eligible. That will enable you to carry out your move in the most advantageous manner.

What Other Assistance will be Available to Help Me?

In addition to help in finding a suitable replacement location, other assistance, as necessary, will be provided by SAFCA. This includes information on Federal, State, and local programs that may be of help in re-establishing a business. For example, the Small Business Administration (SBA) provides managerial and technical assistance to some businesses.

There may also be a government grant or loan program which can help you reestablish your business. The Agency will assist you in applying for help available from government agencies.

The range of services depends on the needs of the business being displaced. You should ask the SAFCA representative to tell you about the specific services that will be available to you.

I Have A Replacement Location And Want To Move. What Should I Do?

Before you make any arrangements to move, notify the Agency, *in writing*, of your intention to move. This should be done at least 30 days before the date you begin your move. SAFCA's representative will discuss the move with you and advise you of the relocation payment(s) for which you may be eligible; the requirements to be met; and, how to obtain a payment.

I Plan To Discontinue My Business Rather Than Move. What Should I Do?

If you have decided to *discontinue* your business rather than re-establish, you may still be eligible to receive a payment. Contact the Agency and discuss your decision to discontinue your business. You will be informed of the payment, if any, for which you may be eligible, the requirements to be met, and how to obtain your payment.

What Kinds of Payments For Moving Expenses Will I Receive?

Every business is entitled to a relocation payment to cover the reasonable cost of moving. You may choose either:

- A. A Payment for Actual Reasonable Moving and Related Expenses;** or,

- B. A Fixed Payment In Lieu of Moving and Related Expenses** (if you meet the eligibility requirements).

What is Payment for Actual Reasonable Moving and Related Expenses?

If you choose a Payment for Actual Reasonable Moving and Related Expenses, you may claim the cost of:

- A.** Transportation of personal property from your present location to the replacement location. (Generally, transportation costs are limited to a distance of 50 miles. If you plan to move beyond fifty [50] miles, discuss your planned move with SAFCA).
- B.** Packing, crating, uncrating, and unpacking personal property.
- C.** Disconnecting, dismantling, removing, reassembling, and installing relocated and substitute machinery, equipment and other personal property. This includes connection to utilities available nearby and modifications necessary to adapt such property to the replacement structure, or to the utilities or, to adapt the utilities to the personal property. This includes alterations to the replacement *structure* required to reinstall machinery, equipment or other personal property.
- D.** Storage of personal property for a reasonable period of time, if required, at the Agency's discretion.
- E.** Insurance of personal property in connection with the move and required storage and the replacement value of property lost, stolen, or damaged in the process of moving where insurance is not readily available.
- F.** Any license, permit or certification required by the displaced business, to the extent that the cost is: **(1)** necessary to its reestablishment at the replacement location and **(2)** does not exceed the cost for the remaining useful life of the existing license, permit, or certification.
- G.** Reasonable and pre-authorized professional services, including architect's, attorney's, and engineer's fees, and consultant's charges necessary for: **(1)** planning the move of the personal property; **(2)** moving the personal property; or, **(3)** installing the relocated personal property at the replacement location.
- H.** Re-lettering signs, printing replacement stationery made obsolete by the move and customer notifications.
- I.** The reasonable cost incurred in attempting to sell an item that is not relocated.
- J.** Actual direct loss of personal property. This payment provides compensation for property that is neither moved, nor promptly replaced with a "substitute item" at the replacement location. Payment is limited to the lesser of: **(1)** the estimated cost of moving the property; or, **(2)** the fair market value of the property for its continued use at the old location, less any proceeds from its sale.

To be eligible, you must make a good faith effort to sell the property, unless SAFCA determines that such effort is not necessary.

- K.** Purchase and installation of substitute personal property. Payment will be limited to the lesser of: **(1)** the estimated cost to move the item to the replacement location; or, **(2)** the actual cost of the substitute item delivered and installed at the replacement location, less any proceeds from its sale or its trade-in value. It is important to discuss your plans with the Agency before you proceed.
- L.** Searching for a replacement location. This payment may *not* exceed \$1,000.00 and may cover costs for:
- Transportation expenses;
 - Time spent searching for a replacement location, based on a reasonable salary or earnings;
 - Reasonable fees paid to real estate agents or brokers to find a replacement location (not fees related to the purchase of a site); and,
 - Meals and lodging away from home

SAFCA's representative will explain all eligible moving costs, as well as those which are not eligible. You must be able to account for all costs that you incur; so keep all your receipts. The Agency will inform you of the documentation needed to support your claim.

You may minimize the amount of documentation needed to support your claim if you elect to "self-move" your property. Payment for a self-move is based on the amount of an acceptable low bid or estimate obtained by SAFCA. If you self-move, you may move your personal property using your own employees and equipment or a commercial mover. If you and the Agency cannot agree on an acceptable amount to cover the cost of the self-move, you will have to submit full documentation in support of your claim.

You may elect to pay your moving costs yourself and be reimbursed by SAFCA or, if you prefer, you may have the Agency pay the mover directly. In either case, let SAFCA know before you move. Select your mover with care. The Agency's representative can help you select a reliable and reputable mover.

When a payment for "actual direct loss of personal property" or "substitute personal property" is made for an item, the estimated cost of moving the item may be based on the lowest acceptable bid or estimate obtained by SAFCA. If not sold or traded-in, the item must remain at the old location and ownership of the item must be transferred to the Agency before you may receive the payment.

What are Re-establishment Expenses?

A small business, farm or non-profit organization may be eligible to receive a payment of up to \$10,000.00 for expenses actually incurred in relocating and re-establishing such operation at a replacement site.

Eligible expenses must be reasonable and necessary, as determined by SAFCA. They may include, but are not limited to the following:

- A.** Repairs or improvements to the replacement real property as required by federal, state, or local law, code or ordinance.
- B.** Modifications to the replacement property to accommodate the business operation or make replacement structures suitable for conducting the business.
- C.** Construction and Installation costs for exterior signage to advertise the business.
- D.** Provision of utilities from right-of-way to improvements on the replacement site.
- E.** Redecoration or replacement of soiled or worn surfaces at the replacement site, such as paint, paneling or carpeting.
- F.** Licenses, fees, and permits where not paid as part of moving expenses.
- G.** Feasibility surveys, soil testing and marketing studies.
- H.** Advertising of replacement location.
- I.** Professional services in connection with the purchase or lease of a replacement site.
- J.** Estimated increased costs of operation during the first 2 years at the replacement site, for such items as:
 - 1.** Lease or rental charges;
 - 2.** Personal or real property taxes;
 - 3.** Insurance premiums; and,
 - 4.** Utility charges (excluding Impact fees)
- K.** Impact fees or one-time assessments for anticipated heavy utility usage.
- L.** Other items the Agency considers essential to the reestablishment of the business.

What Expenses Are Not eligible for Reestablishment Payment?

The following is a *non-exclusive* listing of re-establishment expenditures *not* considered to be reasonable, necessary or otherwise eligible:

- A. Purchase of capital assets, such as office furniture, filing cabinets, and machinery or trade fixtures.
- B. Purchase of manufacturing materials, production supplies, product inventory, or other items used in the normal course of the business operation.
- C. Interior or exterior refurbishment at the replacement site, except as otherwise provided for under the business reestablishment payment.
- D. Interest costs associated with any relocation expense or the purchase of replacement property.
- E. Payment to a part-time business in the home which does not contribute materially to the household income.

What is Fixed Payment In Lieu Of A Payment for Actual Reasonable Moving and Related Expenses?

A Fixed Payment In Lieu Of a Payment for Actual Reasonable Moving and Related Expenses to a business is based on the average annual net earnings of the business. The payment to an eligible business may not be less than \$1,000.00 or more than \$20,000.00.

Any payment in excess of \$1,000.00 must be supported with financial statements for the two (2) twelve (12)-month periods *prior to* displacement.

The amount to be used for the payment is the average of the last two (2) years annual net earnings. Documentation required may be income tax returns, certified financial statements and accounting records, or other similar evidence acceptable to SAFCA.

To qualify for an “In-Lieu” payment, a displaced **business**:

1. Must own or rent personal property which must be moved in connection with the displacement and for which an expense would be incurred in such move, and the business vacates or relocates from its displacement site.
2. Must be unable to relocate without a substantial loss of existing patronage.

3. Must *not* be part of a commercial enterprise having more than one other entity which is not being acquired by the Agency, and which is under the same ownership and engaged in the same or similar business activities.
4. Must *not* be operated at a displacement dwelling/site solely for the purpose of renting such dwelling/site to others.
5. Must have contributed materially to the income of the displaced person during the two (2) taxable years prior to displacement.

The average annual net earnings of a business is one-half of its net earnings before Federal, State, or local income taxes during the two (2) taxable years immediately prior to the taxable year in which it was displaced. If not in business for a full two years prior to displacement, the net earnings shall be based on the actual period of operation at the acquired site projected to an annual rate. Average net earnings may be based on a different period of time when the Agency determines it to be more equitable. Net earnings include any compensation paid to the owners of the business, a spouse or dependents.

The displaced person shall furnish SAFCA proof of net earnings through income tax returns, certified financial statements, or other reasonable evidence which the Agency determines is satisfactory. SAFCA will inform you as to your eligibility for this payment and the documentation you must submit to support your claim. **Remember, when you elect to take this payment, you are *not* entitled to reimbursement for any other moving expenses.**

How do I File a Claim for a Relocation Payment?

You must file a claim for a relocation payment.

SAFCA will provide you with the required claim forms, assist you in completing them, and explain the type of documentation that you must submit in order to receive your relocation payments. If you must pay any relocation expenses before you move (e.g., because you must provide a security deposit if you lease your new location), discuss your financial needs with SAFCA's relocation representative. You may be able to obtain an advance payment. An advance payment may be placed in "escrow" to ensure that the move will be completed on a timely basis.

If you are a tenant, you must file your claim within 18 months from the date you **move**. If you own the property, you must file within 18 months from the date you move; **or** the date you receive the final acquisition payment, whichever is **later**. However, it is to your advantage to file as soon as possible after you move.

The sooner you submit your claim, the sooner it can be processed and paid. If you are unable to file your claim within 18 months, the Agency *may* extend this period.

You will be paid promptly after you file an acceptable claim. If there is any question regarding your right to a relocation payment or the amount of the payment, you will be notified, in writing, of the problem and the action you may take to resolve the matter.

Appeals

If you disagree with SAFCA's decision as to your right to a relocation payment or the amount of payment, you may appeal the decision first to the Agency. SAFCA will inform you of its appeal procedures. At a *minimum*, you will have 18 months to file your appeal with the Agency. Your appeal must be in writing. However, if you need help, SAFCA will assist you in preparing your appeal. If you are not satisfied with the final appeal decision, you may seek review of the matter through the courts.

Taxable Status of Relocation Benefits

Relocation benefit payments are generally *not* considered as income for the purpose 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. The preceding statement is not tendered as legal advice by SAFCA, its employees, agents, consultants or assigns in regard to tax consequences, and displacees should consult with an independent tax advisor or legal counsel to determine the current status of such payments.

Lawful Presence Requirement

Pursuant to the Public Law 105-117 of November 21, 1967, in order to be eligible to receive *non-residential* relocation benefits in fully, or partially *federally-funded* projects, the owner of a sole proprietorship and *all* owners of a *partnership* must provide information regarding their lawful presence in the United States; and, a for-profit *or* a non-profit corporation must certify that it is authorized to conduct business in the United States. Sole proprietorships or partnerships with owners who are *not* lawfully present in the United States, or who *decline to provide* this information, may be denied relocation benefits. Relocation benefits will be prorated to reflect the number of owners with certified lawful presence in the United States.

Additional Information

If you have further questions after reading this brochure, contact Overland, Pacific & Cutler, Inc., and discuss your concerns with your relocation representative. You may wish to read the California Relocation Assistance Act regulations and the Federal Uniform Relocation Act which describe the relocation process in more detail.

OP&C, Inc.
March, 2009

EXHIBIT "D"
Relocation Rules and Regulations for SAFCA Projects

RESOLUTION NO. 99-001

Adopted by the Sacramento Area Flood Control Agency

**ADOPTION OF RELOCATION ASSISTANCE RULES AND REGULATIONS FOR
SAFCA PROJECTS**

WHEREAS, the provisions of the California Relocation Assistance Act, as amended, Government Code Section 7260 et seq., require public entities to provide relocation assistance benefits to displaced persons in accordance with the requirements and limitations specified therein; and

WHEREAS, pursuant to Government Code Section 7267.8 (a), all public entities are required to adopt rules and regulations in accordance with guidelines adopted by the Department of Housing and Community Development to implement payments and to administer relocation assistance under the Relocation Assistance Act; and

WHEREAS, pursuant to authority contained in Health and Safety Code Section 50460, the California Department of Housing and Community Development has promulgated Title 25, Division 1, Chapter 6 of the California Code of Regulations, commencing at section 6000, entitled "Relocation Assistance and Real Property Acquisition Guidelines" (herein referred to as "State Guidelines") in order to implement, interpret and to make specific provisions of the Relocation Assistance Act; and

WHEREAS, pursuant to Government Code Section 7267.8 (b), notwithstanding the foregoing, with respect to federally funded projects, a public entity shall make relocation assistance payments and provide relocation advisory assistance as required under federal law; and

WHEREAS, the Office of the Secretary, Department of Transportation of the Federal Highway Administration has promulgated 49 Code of Federal Regulations, Part 24, entitled "Uniform Relocation Assistance and Real Property Acquisition for Federal and Federally Assisted Programs" (herein referred to as Federal DOT Guidelines") as its rules to implement the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended (42 U.S.C. 4601 et seq.).

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE SACRAMENTO AREA FLOOD CONTROL AGENCY:

With respect to non-federally funded projects, the State Guidelines, as the same may be amended and revised from time to time, are hereby adopted as the guidelines, rules and regulations for providing relocation assistance by SAFCA to the extent they are not inconsistent with statutory provisions.

IT IS FURTHER RESOLVED that, with respect to federally funded projects, the Federal DOT Guidelines, as the same may be amended and revised from time to time, as implemented by the California Department of Transportation, shall be the

Resolution 99-001
Page 2

guidelines, rules and regulations for providing relocation assistance by the SAFCA, to the extent they are not inconsistent with statutory provisions.

This resolution shall not have a retroactive effect.

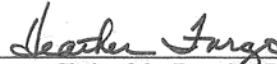
ON A MOTION BY Director Johnson, seconded by Director Dean, the foregoing resolution was passed and adopted by the Board of Directors of the Sacramento Area Flood Control Agency, this 21th day of January, 1999, by the following vote, to wit:

AYES: Directors: Christophel, Cohn, Dean, Dickinson, Fargo, Gault, Jennings, Johnson, Kerth, Macdonald, Moose, Nottoli

NOES: Directors:

ABSTAIN: Directors:

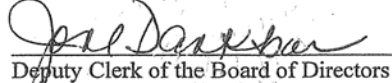
ABSENT: Directors:



Chair of the Board of Directors of the
Sacramento Area Flood Control Agency

(SEAL)

ATTEST:


Deputy Clerk of the Board of Directors

TNWthreloctrs.wpd