



# **Inglewood Transit Connector Relocation Plan (Draft)**

Prepared for:  
City of Inglewood

Version: 3  
Date: 12/1/2022



**Revision History**

<b>Rev. No.</b>	<b>Rev. Date</b>	<b>Section(s) Affected</b>	<b>Comments</b>
1	07 12 2022	Initial version	N/A
2	10 27 2022	1 <sup>st</sup> revised version	Per FTA Comments
3	12 01 2022	2 <sup>nd</sup> revised version	Per FTA Comments



## TABLE OF CONTENTS

<b>1.0</b>	<b>INGLEWOOD TRANSIT CONNECTOR PROJECT BACKGROUND .....</b>	<b>5</b>
1.1	PROJECT DESCRIPTION .....	6
1.2	WHY THE CITY NEEDS PROPERTY FOR THE AUTOMATED TRANSIT SYSTEM .....	7
1.3	SPECIAL ASSUMPTIONS.....	11
<b>2.0</b>	<b>RELOCATION PLAN OVERVIEW .....</b>	<b>12</b>
2.1	STATUTORY REQUIREMENTS.....	12
2.2	PURPOSE OF THE RELOCATION PLAN .....	13
2.3	PREPARATION OF THE RELOCATION PLAN.....	13
<b>3.0</b>	<b>INGLEWOOD TRANSIT CONNECTOR PROJECT DESCRIPTION .....</b>	<b>15</b>
3.1	PROJECT ALIGNMENT.....	15
3.2	IMPACTED PROPERTY DESCRIPTION AND POTENTIALLY DISPLACED OCCUPANTS.....	16
3.3	PROJECTED DATES OF DISPLACEMENT .....	17
3.4	PROJECT FUNDING .....	17
<b>4.0</b>	<b>PRELIMINARY RELOCATION COSTS .....</b>	<b>18</b>
<b>5.0</b>	<b>RELOCATION IMPACT .....</b>	<b>19</b>
5.1	BUSINESSES IMPACTS.....	19
5.2	LANGUAGE .....	28
5.3	RELOCATION IMPACT BY SEGMENT .....	28
<b>6.0</b>	<b>COMMERCIAL RESOURCES .....</b>	<b>31</b>
<b>7.0</b>	<b>RELOCATION ASSISTANCE PROGRAM.....</b>	<b>34</b>
7.1	IMPORTANT TERMS .....	34
7.2	ELIGIBILITY FOR RELOCATION ASSISTANCE .....	35
7.3	RELOCATION ADVISORY ASSISTANCE .....	36
7.4	UNDERSTANDING THE CITY’S RELOCATION ASSISTANCE POLICY AND PROCEDURES.....	36
7.5	PLANNING AND PREPARING TO RELOCATE.....	37
<b>8.0</b>	<b>RELOCATION PAYMENTS FOR BUSINESSES .....</b>	<b>38</b>
8.1	MOVING EXPENSES .....	38
8.2	SEARCHING EXPENSES FOR REPLACEMENT PROPERTY .....	40
8.3	BUSINESS REESTABLISHMENT EXPENSES.....	40
8.4	FIXED PAYMENT FOR MOVING EXPENSES (IN LIEU PAYMENT) .....	40
8.5	MOVE OF PERSONAL PROPERTY ONLY.....	41
<b>9.0</b>	<b>OTHER IMPORTANT INFORMATION .....</b>	<b>42</b>
9.1	RELOCATION SITE OFFICE.....	42
9.2	FILING CLAIMS.....	42
9.3	RELOCATION PAYMENTS ARE NOT CONSIDERED INCOME .....	42
9.4	BUSINESS GOODWILL.....	42
9.5	NONDISCRIMINATION .....	43
9.6	GENERAL INFORMATION .....	43
9.7	PROJECT ASSURANCES.....	43
9.8	RECORDKEEPING AND REPORTS - GENERAL PROVISIONS .....	44
9.9	RELOCATION FILES.....	45
<b>10.0</b>	<b>RELOCATION APPEALS PROCESS .....</b>	<b>46</b>



APPENDIX A—INFORMATIONAL BROCHURE FOR NON-RESIDENTIAL DISPLACEDS .....	48
APPENDIX B—PROJECT OCCUPANT LETTER TEMPLATE .....	58
APPENDIX C—NON-RESIDENTIAL INTERVIEW/SURVEY SAMPLE .....	60
APPENDIX D—SITE PHOTOS .....	65
APPENDIX E—INGLEWOOD TRANSIT CONNECTOR MASTER PARCEL LIST .....	70
APPENDIX F—INGLEWOOD TRANSIT CONNECTOR PROPERTY IDENTIFICATION PLAN.....	74

## FIGURES

FIGURE 1-1: PROPOSED INGLEWOOD TRANSIT CONNECTOR PROJECT ALIGNMENT AND STATIONS .....	7
FIGURE 3-1: PROPOSED INGLEWOOD TRANSIT CONNECTOR ALIGNMENT AND STATIONS.....	16
FIGURE 5-1: CITY’S GENERAL PLAN DESIGNATIONS.....	29

## TABLES

TABLE 1-1: SOURCE AND CAUSE OF PROPERTY ACQUISITION AND DISPLACEMENT .....	8
TABLE 3-1: INGLEWOOD TRANSIT CONNECTOR MASTER PARCEL LIST .....	18
TABLE 4-1: ESTIMATED RELOCATION COSTS FOR PROJECT .....	19
TABLE 5-1: SUMMARY OF POTENTIALLY IMPACTED COMMERCIAL OCCUPANTS FOR PROJECT.....	20
TABLE 5-2: LIST OF GROCERY STORE OCCUPANTS DISPLACED BY PROJECT .....	22
TABLE 5-3: LIST OF RESTAURANT/FOOD SERVICE OCCUPANTS DISPLACED BY PROJECT .....	22-24
TABLE 5-4: LIST OF OFFICE/MEDICAL OCCUPANT DISPLACED BY PROJECT .....	24-25
TABLE 5-5: LIST OF RETAIL OCCUPANTS DISPLACED BY PROJECT.....	25-28
TABLE 6-1: COMMERCIAL RETAIL PROPERTIES FOR LEASE WITHIN CITY OF INGLEWOOD .....	31
TABLE 6-2: COMMERCIAL RETAIL PROPERTIES FOR SALE WITHIN CITY OF INGLEWOOD .....	31
TABLE 6-3: COMMERCIAL RETAIL PROPERTIES FOR LEASE WITHIN 5 MILES OF PROJECT SITE .....	32
TABLE 6-4: COMMERCIAL RETAIL PROPERTIES FOR SALE WITHIN 5 MILES OF PROJECT SITE .....	32



## 1.0 INGLEWOOD TRANSIT CONNECTOR PROJECT BACKGROUND

The City of Inglewood (the “City”) has proposed the Inglewood Transit Connector Project (the “Project”) to extend service from the Los Angeles County Metropolitan Transportation Authority (“LA Metro”) K Line Downtown Inglewood Station to the City’s major activity centers that include The Forum, SoFi Stadium, Hollywood Park and the future Inglewood Basketball and Entertainment Center in order to close the critical first/last mile transit gap in the City. The Project consists of a 1.6-mile long, fully elevated, electrically powered Automated Transit System (ATS) with three stations and other supporting infrastructure.

The City completed its environmental review process under the California Environmental Quality Act (“CEQA”) in April 2022. The City, as the Lead Agency for the Project, released an original Notice of Preparation in July 2018 and, as a result of initial stakeholder engagement, a revised Notice of Preparation in September 2020. The City then released its initial Draft Environmental Impact Report (“DEIR”) in December 2020 and, as a result of the City’s response to public comments received and additional stakeholder engagement, recirculated its DEIR on November 11, 2021. The comment period for the recirculated DEIR closed on December 27, 2021. The City adopted and certified the Final Environmental Impact Report (“EIR”) in April 2022.

The City has also commenced preparation of its environmental review process under the National Environmental Policy Act (“NEPA”). As an initial step in the NEPA process, the City adopted its Locally Preferred Alternative in December 2021. The City submitted an initial draft of its Environmental Assessment document for the Project to the Federal Transit Administration (“FTA”) in Q1 2022. It is anticipated that the FTA would finalize its review and the City would complete the environmental review process by Q3 2022.

The Project will be funded primarily by Measure R funds from Los Angeles County Metropolitan Transportation Authority (“LA Metro”). The landmark transportation funding bill overwhelmingly approved by Los Angeles County voters in November 2008. The Measure R funds, along with California State Transportation Agency’s (“CalSTA”) Transit and Intercity Rail Program (“TIRCP”) funding and other state funding programs, will be used together with matching federal funds.

The Project will require the acquisition of privately held properties. Because the Project is publicly funded, the City will provide relocation assistance to businesses displaced in compliance with all applicable federal, state and local laws, regulations, rules and policies. No residential occupants were identified to be displaced on the privately held properties that need to be acquired for the Project from the approved Locally Preferred Alternative. The Displacement and Acquisition Impact Analysis Report does not identify residential occupants nor were any identified when the City conducted the occupant surveys from February 2022 to April 2022.

Under Federal and State law, the City is required to adopt a formal Relocation Plan, which documents how it is planning to assist persons and businesses that may be impacted by the acquisition of real property within the Project area. Before the adoption of a Final Relocation Plan, a Draft Relocation Plan will be available for public review and comment. The public will have an opportunity to submit comments regarding the Draft Relocation Plan. Comments and responses will be incorporated into a Final Relocation Plan that will be submitted for review and consideration by City and Federal Transit Administration. Additional information obtained regarding each property in the interim will be incorporated into the Final Plan. The Draft Relocation Plan will be available for public review and comment late Q3 or early Q4 2022.

This Relocation Plan describes the method of implementing relocation procedures for the fair, uniform and equitable treatment of displaced businesses when acquisition and development occurs. It identifies the administrative requirements for conducting relocation and relocation assistance available to non-residential displaces and other related provisions of relocation practices.



## 1.1 Project Description

The proposed Project consists of a 1.6-mile, three station, fully elevated, electrically powered Automated Transit System (“ATS”) that would connect directly to the Downtown Inglewood Station of the LA Metro K Line. As part of the City’s collaboration and partnership with LA Metro, the Project is proposed as an extension of the LA Metro transit system to the City’s activity centers, which would close the critical first/last mile transit gap in Inglewood and increase passenger service along the Metro system by facilitating a seamless transfer of passengers between the Project and the LA Metro K Line.

The elevated guideway is primarily located within the public right-of-way along Market Street, Manchester Boulevard, and Prairie Avenue. The elevated guideway will contain dual lanes to allow trains to travel continuously in each direction. Several trains would likely be operating at the same time, depending on ridership demand.

Three stations are proposed adjacent to the guideway on privately owned land that would be acquired as part of the Project. These stations are:

- The Market Street/Florence Avenue Station generally located between Market Street and Locust Street providing connections to the Metro K Line and Downtown Inglewood;
- The Prairie Avenue/Manchester Boulevard Station located on the southwest corner of the intersection of Prairie Avenue and Manchester Boulevard, providing service to the Forum and the Los Angeles Stadium and Entertainment District (“LASED”) at Hollywood Park including SoFi Stadium and existing and future local businesses and residences.
- The Prairie Avenue/Hardy Street Station located on the northwest corner of the intersection of Prairie Avenue and Hardy Street providing service to the LASED at Hollywood Park, including SoFi Stadium, the Inglewood Basketball and Entertainment Center (“IBEC”), and other existing and future local businesses and residences.

Existing roadways and infrastructure along the transit alignment will require reconfiguration to accommodate the new elevated transit guideway structures and stations. In addition to surface improvements, utility infrastructure located under roadways may need to be relocated to accommodate the guideway columns, footings, and other components. The roadway reconfigurations proposed along Market Street, Manchester Boulevard, and Prairie Avenue are necessary to assure that the existing roadway travel capacity is not reduced to accommodate the proposed Project.

The proposed Project also includes a Maintenance and Storage Facility (“MSF”) to provide regular and preventive maintenance for the ATS trains, vehicle storage, and an operations control center. The proposed location for the MSF is the eastern half of the block bound by Manchester Boulevard, Hillcrest Boulevard, Nutwood Street and Spruce Avenue. An existing commercial building containing a Vons grocery store and a fitness center is located on the southern portion of this site. A gas station operated by Vons is located on the northeast portion of this site. Demolition of the existing commercial building and gas station are proposed as part of the Project. In collaboration with Vons, a new replacement store is proposed on the northwest corner of the site (i.e., at the southwest corner of Manchester Boulevard and Hillcrest Boulevard). However, the Project will require a partial acquisition of the Vons property regardless of the proposal to reconstruct a new Vons store on the remainder of the site.

Finally, additional public parking would be provided as part of the Project at three locations that are proposed for acquisition for use as, first, construction staging areas and, after construction, these sites will be improved as public parking lots:

- Approximately 650 parking spaces would be provided in a surface parking lot at the Market Street/Florence Avenue Station along with pick-up and drop-off areas on Locust Avenue and Regent Street.



- Approximately 50 parking spaces would be provided in a surface parking lot at 150 S. Market Street.
- Approximately 80 parking spaces and a shuttle bus pick-up and drop-off area would be provided at the Prairie Avenue/Hardy Street Station. This lot would be used for public parking, rideshare and shuttle bus pick-up and drop-off operations during events.

These parking areas will provide public parking needed in the City to support use of the ITC Project, local businesses, and the City's efforts to help revitalize the historic retail areas along Market Street.

## 1.2 Why the City Needs Property for the Automated Transit System

The Project alignment depicted in **FIGURE 1-1** starts at the Market Street/Florence Avenue Station—which connects directly via a pedestrian bridge to the LA Metro K Line Downtown Inglewood Station—and ends at the Prairie Avenue/Hardy Street Station.

The Project's Market Street/Florence Avenue Station will be located in the entire block bounded by Florence Avenue, Market Street, Regent Street, and Locust Street. From the Market Street/Florence Avenue Station, the alignment runs in a southerly direction within the Market Street public right-of-way to Manchester Boulevard. The aerial guideway alignment then turns east onto Manchester Boulevard, continuing within the Manchester Boulevard public right-of-way to the proposed MSF located on the eastern portion of the block bounded by Manchester Boulevard, Hillcrest Avenue, Nutwood Street, and Spruce Avenue. The aerial guideway alignment then proceeds easterly within the Manchester Boulevard public right-of-way to the intersection of Manchester Boulevard and Prairie Avenue to reach the Project's Prairie Avenue/Manchester Boulevard Station, which is located on two contiguous parcels located on the southwest corner of Prairie Avenue and Manchester Boulevard. The Prairie Avenue/Manchester Boulevard Station is located in a diagonal configuration that stretches across these two parcels. The aerial guideway alignment then continues south along the western side of Prairie Avenue, primarily within the Prairie Avenue public right-of-way until Victory Drive, at which point the aerial guideway alignment shifts west onto private property until reaching the terminal Prairie Avenue/Hardy Street Station at the northwest corner of Prairie Avenue and Hardy Street.

In summary, the Project will require the following:

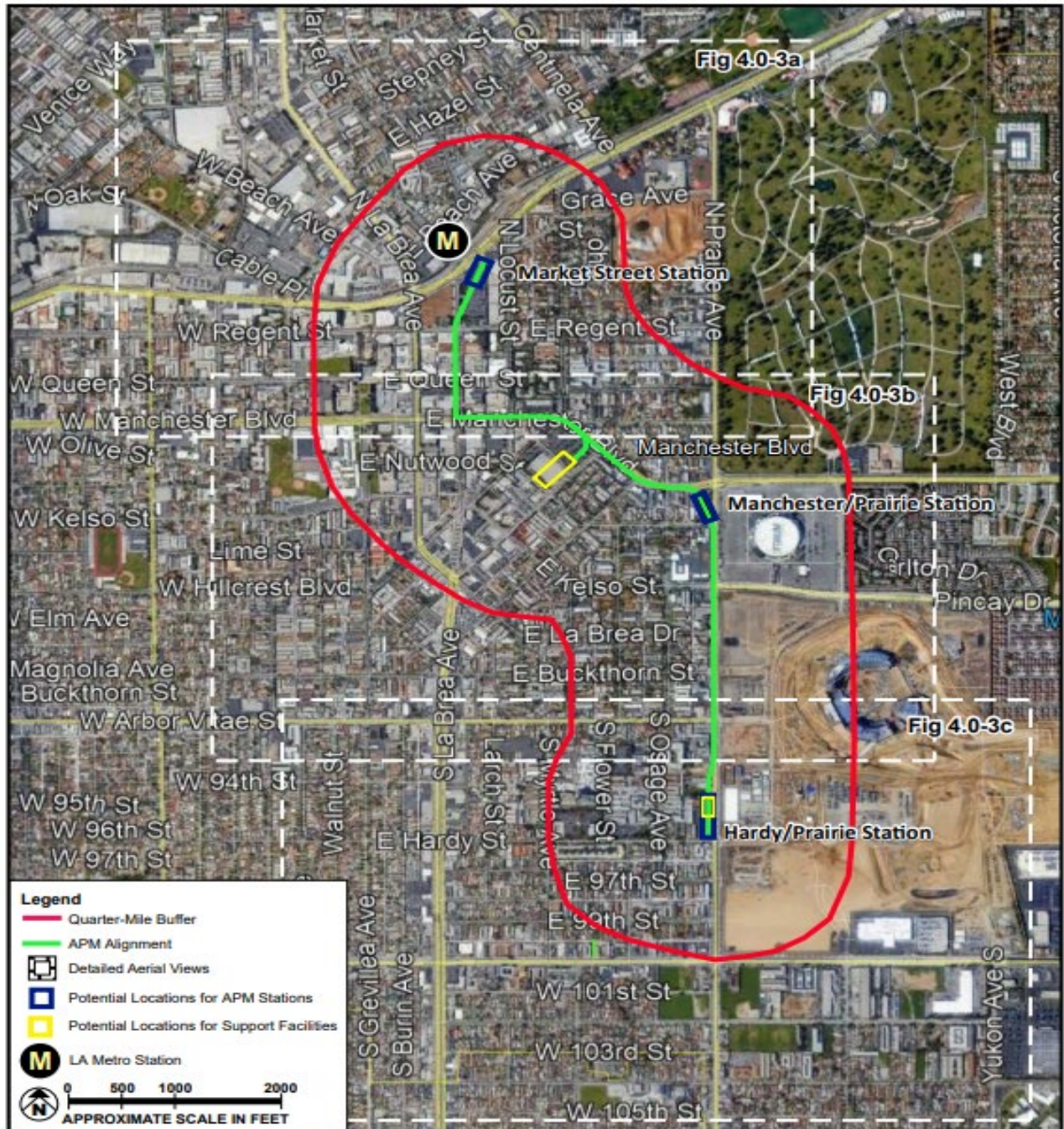
- ATS trains operating on an elevated dual-lane guideway with three stations;
- Passenger walkway systems connecting the stations to the street, mezzanine areas, escalators and elevators;
- Storage space, operations space, communications systems located within stations;
- Wayfinding, signs and communication program;
- A MSF to provide regular and preventive maintenance of the ATS trains and equipment, as well as space for storage of the vehicle fleet and the operations control center, among other functions;
- Power distribution system substations located on the MSF and the Prairie Avenue/Hardy Street station sites to provide traction/propulsion power, auxiliary power, and housekeeping power;
- Utilities infrastructure—new, modified and/or relocated—to support the proposed Project;
- Surface public parking lots located at Market/Florence and Prairie/Hardy Stations containing multimodal pick-up and drop-off areas, and at 150 South Market Street to support Downtown Inglewood; and
- Roadway, traffic devices, and streetscape modifications and improvements to accommodate the guideway alignment and support structures.





Due to the proposed locations of the Project's guideway, stations and support facilities as depicted in **FIGURE 1-1** various property rights will be required to facilitate the development of the Project. Therefore, the City needs to acquire rights on properties that would result in displacing occupants on various properties. **TABLE 1-1** (next page) list the source and cause of property acquisitions and displacement for the Project.

**FIGURE 1-1: Proposed Inglewood Transit Connector Project Alignment and Stations**



SOURCE: Google Earth - 2021; Meridian Consultants LLC - 2021





TABLE 1-1: Source and Cause of Property Acquisition and Displacement

Source of Acquisition	Type of Acquisition	Cause/Process
Stations (elevated platform, mezzanine platform, ground floor plaza area, and vertical circulation and related improvements)	Full Acquisition	Area required to site and construct new stations. Property acquired for stations will also be used for construction staging and laydown space as station elements are constructed.
Parking Facilities	Full Acquisition	Area required for station pick-up and drop off areas and surface parking.
MSF	Partial Acquisition	Area required to site MSF, at which all maintenance, storage, and ongoing operational oversight (e.g., office) activities will occur for the Project.
Pedestrian Bridges and Vertical Circulation	Permanent Easement	Additional area needed for elevated pedestrian bridges that will connect station sites to critical connection points located on property owned by third parties (Metro's Downtown Inglewood Station, The Forum, and Hollywood Park). Vertical circulation from the bridge to ground level must also be constructed on private property.
Aerial Guideway	Permanent Easement	Elevated guideway travels off public ROW above private property and obtains an aerial easement for placement of the guideway, support columns, and column footings.
Roadway Realignment and Reconstruction	Permanent Easement	Additional area to maintain traffic volumes and turn lanes, as well as restore existing roadway and sidewalk to existing conditions following Project construction.
Utility Location and Relocation	Permanent Easement	Areas necessary to place new utility lines and infrastructure for the Project or to relocate existing utilities to facilitate Project construction.
Construction Activities	Temporary Construction Easement	Staging materials and equipment during the construction period; property would be returned at the end of construction.
Construction Laydown	Full Acquisition or Temporary Construction Easement	Area required for staging materials equipment during construction period. Staging, laydown, and construction areas have been located within the footprint of full acquisitions or on fully or partially vacant lots.
Access to a Business (Temporary)	Temporary Access Easement	Temporary disruption to business during construction resulting from reduced or restricted access.

[Source: Inglewood Transit Connector Project- Displacement and Acquisition Impact Analysis Report]



**Full Acquisition.** Full property acquisitions would result in the purchase of an entire property for the Project. With respect to full acquisitions, all proposed full acquisitions would involve acquisition of a fee interest. In this case, the City would purchase the full “fee interest” and become the owner of the property. This would include instances where a significant portion of the physical structure or structures identified as the property’s principal business facility would be required permanently for the Project or for an extended period during construction. Full property acquisitions would also occur in cases where a property’s physical structures were not affected but another component critical to a property’s intended use such as parking, access, or open space used for storage of goods or equipment would be required for the Project. Full acquisitions would be required for all proposed stations and the proposed surface parking lots.

**Partial Acquisition.** Partial property acquisitions mean that only a portion of the property would be purchased, and the owner would retain the remaining portion of the property. The City would acquire an interest (which could be either a fee interest or an easement interest, as applicable) for the portion of the property required for the Project construction and operation and would become owner of that portion of the property. A partial acquisition is also considered if the area required for the Project is not critical to the property’s primary function as a business or if the remaining portion of the property could be reconfigured to continue serving its existing or potential future purpose without significant disruption to occupants. Partial property acquisitions may result from the widening of street or intersections due to inadequate ROW widths, the reconstructing of roadway, sidewalk or parkway areas (including to satisfy ADA or other code requirements), pedestrian bridge and vertical circulation needs adjacent to the stations, or the location of elevated guideway over portions of private property, or area required for ancillary facilities. Additionally, construction of the MSF would entail a partial acquisition as the MSF facility was designed to avoid a significant portion of the site to allow such portion to be retained by and continued to be used by the current owner.

**Easement.** An easement provides one party the right to use another party’s property for a stated purpose. That property may be owned by a private person, business entity, or a group of owners and can involve a general or specific portion of the property. An easement can be at the surface level, underground/subsurface (beneath a property), or aboveground (aerial) and can be characterized as temporary (typically during construction) or permanent. Acquisition of an easement is considered a partial property acquisition from the property owner. The purchase of an easement is accomplished through a one-time payment and an easement deed is recorded.

**Permanent Easement.** Five primary categories of permanent easements have been identified as being necessary to accommodate the Project. First, aerial structure, column, and footing easements (PAEs) are needed in areas where portions of the elevated guideway structure and its supporting columns cross onto private property. Second and third, permanent roadway easements and permanent sidewalk easements (PREs and PSEs) are needed to accommodate the permanent realignment of Prairie Avenue and certain other instances where final conditions would otherwise result in material portions of roadway and/or sidewalk existing on private property. Fourth, permanent pedestrian bridge easements (PBEs) are needed for elevated pedestrian bridges that will connect station sites to critical connection points located on property owned by third parties (Metro’s Downtown Inglewood Station, The Forum, and Hollywood Park). Vertical circulation from the bridge to ground level would also be constructed on private property and covered by these easements. Fifth, permanent utility easements (PUEs) may be required for underground or overhead permanent utility facilities impacted by the Project improvements. These rights will be shared with the City and utility purveyors who own and will maintain the relocated utility facility.

**Temporary Easement.** Three categories of temporary easements or access rights have been identified as being necessary to accommodate the Project. Specifically, temporary construction easements (TCEs), temporary access easements (TAEs), and or rights-of-entry (ROEs) are necessary for the Project where temporary rights are required from property owners for construction activities (including staging or reconstruction of sidewalk and driveways) or access. In most instances, these activities would not affect



the primary function of the property while construction is going on. In limited instances along Prairie Avenue, TCEs are proposed to cover primarily or fully vacant lots to provide construction staging areas; in these instances, since there is no existing use, the owner would be prevented from making active use of those parcels for the duration of the TCE. In all areas where temporary easements or access rights are needed, the area would revert to its former use after construction activities have been completed and the property owner would have full use and control over their property akin to existing conditions. TCEs were the most commonly identified form of temporary easement, but a TAE was identified where temporary access may be needed across a private property due to a temporary interruption to an adjacent property's typical access point. ROEs were identified when the construction impacts involved only minor grading or site repairs to tie in existing conditions with new Project elements (e.g., reconstructed sidewalks or streets) and the costs for acquisition are anticipated to be nominal.

### **1.3 Special Assumptions**

It was not possible to conduct occupant survey interviews with all occupants identified as being impacted and potentially displaced by the proposed Project area prior to writing this Relocation Plan. Some occupants were not available or refused to provide the completed occupant survey. Information regarding the building size, unit configuration, site size, number and type of rental units and occupants was obtained from information provided by the City, site occupants, landlords or extrapolated from on-site visits. Additional information was taken from public records and internet websites.

No residential properties requiring acquisition and displacements were identified for the Project during the preparation of the Environmental Impact Report. No residential occupants were identified on the properties impacted by the Project when the occupant surveys were conducted from February 2022 to April 2022. Since no residential occupant is identified as being displaced by this Project, this Final Relocation Plan does not address or discuss relocation assistance for a residential occupant under the URA and Gov. Code 7260 et. seq.



## 2.0 RELOCATION PLAN OVERVIEW

This portion of the Relocation Plan summarizes the City's Relocation Assistance Program for the Project. This summary has been provided for general information purposes only and should not be interpreted as law. Should this summary contain any information inconsistent with the laws governing relocation assistance, the laws will take precedence. The City's Relocation Assistance Program will be in compliance with the following: Federal Uniform Relocation Assistance and Real Property Acquisitions Policies Act of 1970, as amended (URA) and California Relocation Act (Gov. Code 7260 et seq.); and the forthcoming Relocation Policies and Procedures of the City, which will be adopted by the City prior to initiation of the City's acquisition program, which is anticipated to be in late Q3 or early Q4 2022.

The City's Relocation Program establishes a uniform policy for the fair and equitable treatment of persons displaced as a direct result of programs and projects undertaken with Federal financial assistance. The primary purpose of the Relocation Program is to ensure that persons shall not suffer disproportionate injuries as a result of programs and projects designed for the benefit of the public as a whole and to minimize the hardship of displacement.

The City's Business Relocation Assistance brochure is contained in Appendix A.

### 2.1 Statutory Requirements

Real estate acquisition and relocation activities will be conducted in a manner consistent with applicable state and federal laws and procedures. The following specific federal regulations apply to the Inglewood Transit Connector Project's property acquisition and relocation program

- Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and subsequent amendments ("Uniform Act")
- 49 CFR Part 24, dated January 4, 2005, title Uniform Relocation Assistance and Real Property Acquisition Regulations for Federal and Federally assisted Programs, Final Rule ("Final Rule")
- Public Law 112-141 dated July 6, 2012, titled Moving Ahead for Progress in the 21<sup>st</sup> Century Act ("MAP-21"). Uniform Act amendments that were made in MAP-21 Section 1521 became effective on October 1, 2014
- FTA Circular C5010.1E dated March 21, 2017; Rev. 2 and subsequent revisions dated July 16, 2018, titled Awards Management Requirements.
- Uniform Relocation Assistance and Real Property Acquisition for Federal and Federally Assisted Programs; Fixed Payment for Moving Expenses for Residential Moves – 2021 Payment Schedule as listed in the Federal Register/Vol. 86, No. 141/Tuesday, July 27, 2021/Notices (the 2021 Payment Schedule Update")

The Final Rule regulations are the last step in the development of a government wide single rule for implementing the Uniform Act. The amended regulations cover the appraisal and acquisition of real property, relocation assistance services, moving expense payments and other allowable expense payments mandated by the Uniform Act. The amended federal regulations provided by the U.S. Department of Transportation as set forth and made effective January 4, 2005, and the MAP-21 amendments as set forth and made effective October 1, 2014, will be followed.

At the state level the following portions of the California Government Code will apply:

- California Government Code 7260-7277 et. seq. – California Relocation Assistance Law;
- 25 CCR Chapter 6, 6000 et. seq. – California Relocation Assistance and Real Property Acquisition



Guidelines;

- California Code of Civil Procedures, 1230 – 1273, et. Seq. – California Eminent Domain Law;
- California Health and Safety Code 33410-33418, et. seq – Relocation of Persons Displaced by Projects.
- The California Department of Transportation (CALTRANS) Right of Way Manual provides general guidance on the acquisition process based on California law.

The City has developed internal Policies and Procedures that will apply the foregoing federal and state laws, regulations, and procedures. Other guiding documents will include this Relocation Plan for the Project. The Relocation Plan will identify owners and tenants potentially eligible for relocation services and benefits, outline relocation policies and procedures, and survey the availability of business sites.

## **EMINENT DOMAIN**

The City is empowered to acquire property via eminent domain through authority conferred by the State of California pursuant to Section 19 of Article I of the California State Constitution, and Clause 59 of Section 4 of Article III of the City Charter. Eminent Domain procedures are set forth in the California Code of Civil Procedure sections 1230.010, et seq. The City will conduct all real estate acquisition and relocation activities consistent with applicable state and federal law, regulations, and procedures and the forthcoming ITC Property Acquisition Policy, the ITC Appraisal Policy, the ITC Relocation Assistance Policy, and associated ITC Acquisition, Appraisal and Relocation Assistance procedures.

## **2.2 Purpose of the Relocation Plan**

The purpose of the Relocation Plan is to:

- a) Describe the project, its schedule and financing plan;
- b) Identify the anticipated impact that the project would have on the occupants of property that may be acquired;
- c) Identify the availability of potential replacement sites for impacted occupants;
- d) Identify the relocation program's administrative requirements, payments available and other related provisions of relocation practices; and
- e) Explain the methods of implementing relocation procedures for the fair, uniform and equitable treatment of persons displaced from their businesses.

The Draft Relocation Plan ("Draft Plan") will be circulated for public review and comment for 30 days. The public will have an opportunity to submit comments regarding the Draft Plan. Comments and responses will be reviewed and incorporated into a Final Relocation Plan as appropriate.

## **2.3 Preparation of the Relocation Plan**

### **INTERVIEWS CONDUCTED**

Letters were mailed to property owners advising that a Relocation Plan would be developed and that their tenants would be contacted by the City. Subsequently, the City mailed letters and occupant surveys to business occupants in early February 2022 and again in late February 2022. The letters and surveys were sent to occupants that the City identified on properties impacted by the Project. Appendix A, B and C are copies of the Information Brochure for Displacees, the Project Occupant Letter, and the Non-Resident Interview/Survey, respectively. In February, March and April 2022, the City's consultants visited





the various properties to meet with business tenants to discuss the Project and assist them with completion of the occupant survey.

The occupant survey was designed to provide information regarding the business and its relocation needs to the Project team and to identify barriers to relocation and the basis for estimating the relocation costs.

### **INTERVIEWS NOT CONDUCTED**

Some of the business tenants did not complete the occupant survey. In those cases where no interview could be conducted, information was obtained from public documents to extrapolate and assess the demographic, financials and other characteristics of the tenants that were not surveyed. The assembled information was then incorporated into the findings of this Final Relocation Plan.

The information gathered through the interviews with the business occupants and identified from other sources was used to identify the relocation requirements of the business with regards to size of replacement space, ideal location of the replacement site and an estimate of the cost to relocate to a new site.



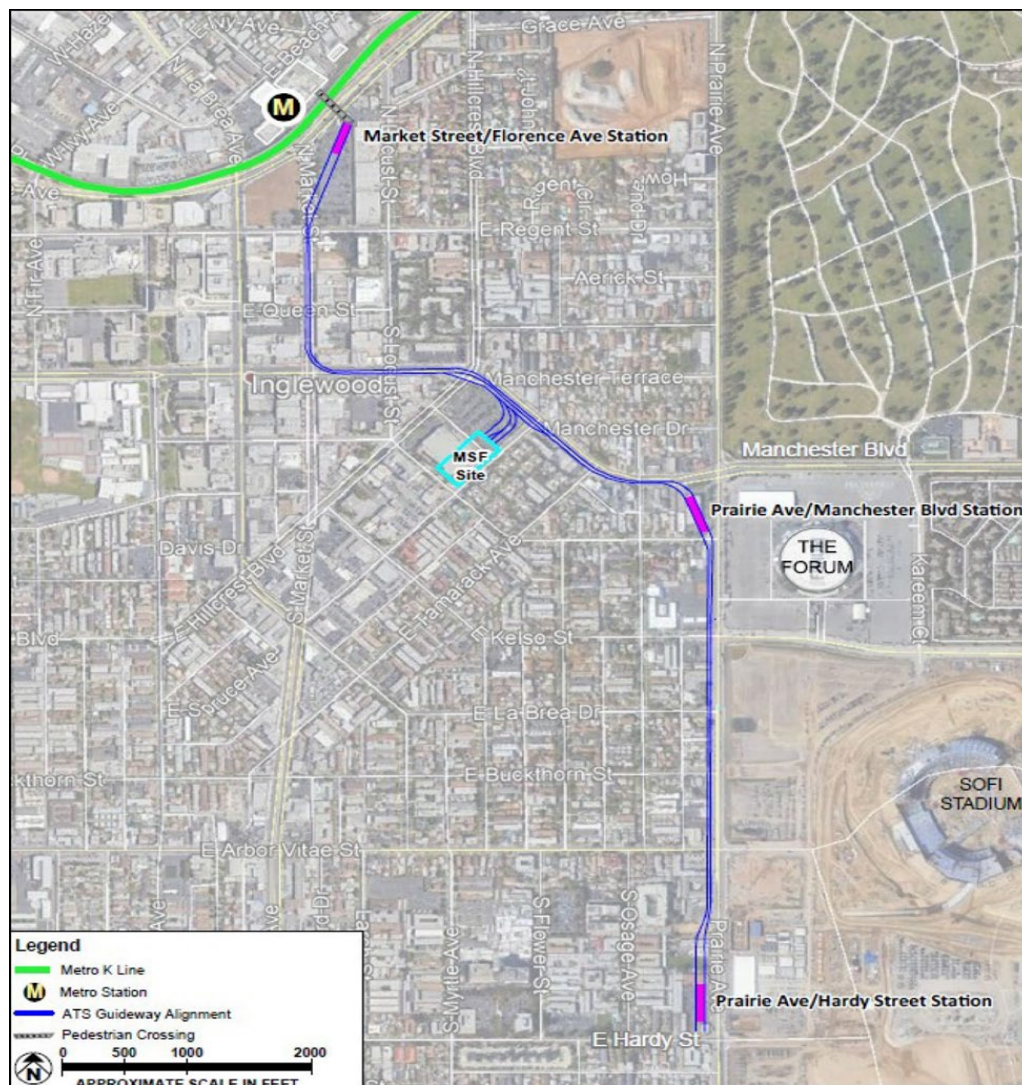
## 3.0 INGLEWOOD TRANSIT CONNECTOR PROJECT DESCRIPTION

### 3.1 Project Alignment

The City has proposed the Project to extend service from the Los Angeles County Metropolitan Transportation Authority (Metro) K (Crenshaw/Los Angeles International Airport (LAX)) Line Downtown Inglewood Station to the City's major activity centers that include the Forum, SoFi Stadium, Hollywood Park and the future Inglewood Basketball and Entertainment Center (IBEC). The Project consists of a 1.6-mile fully elevated, electrically powered Automated Transit System (ATS) with three stations and other supporting infrastructure. The elevated guideway is primarily located within the public right-of-way along Market Street, Manchester Boulevard, and Prairie Avenue. Additional detail on the Project description is set forth in Section 1.1.

The Relocation Plan focuses on properties with occupants being displaced by the Project, depicted in **FIGURE 3-1**.

**FIGURE 3-1 Proposed Inglewood Transit Connector Alignment and Stations**



[Source: Inglewood Transit Connector Project- Displacement and Acquisition Impact Analysis Report]



### 3.2 Impacted Property Description and Potentially Displaced Occupants

The properties to be acquired for the Project were identified in the Project’s recirculated EIR and are in the process of being further refined. There are forty-eight (48) parcel ownerships that have been identified and included in the current Project scope along the entirety of the Project alignment. The property interests required consist of:

- 1) Full Acquisitions (“FA”)
- 2) Partial Acquisitions (“PA”)
- 3) Permanent easements consisting of:
  - a. Aerial guideway easements and column footing easements (“PAE”)
  - b. Permanent roadway easements for streets (“PRE”)
  - c. Permanent sidewalk easements (“PSE”)
  - d. Pedestrian bridge easements (“PBE”)
  - e. Permanent utility easements (“PUE”)
- 4) Temporary easements consisting of:
  - a. Temporary construction easements (“TCE”)
  - b. Temporary access easements (“TAE”)
  - c. Rights of entry (“ROE”).

A summary of the number of acquisitions and potential displacees impacted by the Project is included below as **TABLE 3-1 - Inglewood Transit Connector Master Parcel List. Details on each parcel and the complete Inglewood Transit Connector Master Parcel List is attached as Appendix E.** The Master Parcel List attached as Appendix E identifies the type of acquisition and potential displacees by parcel number. The parcel number is an alpha-numeric identifier assigned by the City and utilized throughout this Relocation Plan and the Project to refer to the impacted parcels (i.e., MK-101, MK-201-1, M-301, PR-401-01, PR-405, etc.). Appendix E also identifies the property owners and property address for each parcel number. Preliminary Project need dates, the property interests required for each parcel, and an identification of the current occupants are also found in the Master Parcel List, Appendix E.

It should be noted that further Project design and engineering analysis is underway to determine certain property needs with greater precision and identify utility easements that may be needed. Finally, it is noted that the quantity and locations of the TCEs and other property rights categories needed for the Project may evolve as Project design and construction implementation logistics are refined. The parcels identified by the Project’s engineering consultants include the parcels required for the three (3) station sites and Maintenance & Storage Facility (MSF), and the permanent and temporary easements along the Project’s alignment. **The location of the impacted parcels and identified property needs are depicted in Appendix F, the Inglewood Transit Connector Property Identification Plan.** Where available, photos of the impacted parcels sites are included in Appendix F.

This Relocation Plan focuses on the occupants of the private properties needed for the proposed locations of the stations at the beginning and at the terminus of the alignment of the Project and the MSF, where the bulk of the relocations will occur. As detailed in the Master Parcel List, Appendix E, there are 44 businesses that will be impacted by property acquisitions that will require relocation: Twenty-one (21) at the proposed Market Street Station, two (2) along the guideway along Market Street, three (3) at the proposed MSF, one (1) along the Prairie Street guideway, and seventeen (17) at the proposed Hardy Street Station.

The City has prepared a draft Real Estate Acquisition Management Plan which is being reviewed by the Federal Transit Administration (FTA). The City submitted a Displacement and Acquisition Impact Analysis Report to the FTA in January 2022. FTA has approved the early acquisition of the parcel required for the Manchester/Prairie Station. This parcel is a vacant lot thus there will be no business relocations resulting



from this early acquisition.

**TABLE 3-1: Inglewood Transit Connector Master Parcel List**

NO OF PROP ACQU.			FA	PA	PAE	PRE	PSE	PBE	PUE	TCE	ROE	TAE	NO. OF RELO	
48			9	1	4	12	5	1	1	26	10	1	44	
<b>LEDGEND</b>														
FA	Full Acquisition												48	TOTAL TRANSACTIONS
PA	Partial Acquisition												70	TOTAL PROPERTY INTERESTS
PAE	Permanent Aerial Easement												44	TOTAL RELOCATIONS
PRE	Permanent Roadway Easement													
PSE	Permanent Street Easement													
PBE	Pedestrian Bridge Easement													
PUE	Permanent Utility Easement													
ROE	Right of Entry													
TCE	Temporary Construction Easement													
TAE	Temporary Access Easement													

### 3.3 Projected Dates of Displacement

Many factors affect dates of displacements in a project of this size. Based on current projections for the Project, the real estate acquisition process will commence after NEPA is approved, which is anticipated to be in December 2022. Negotiations with property owners will occur from 2023 through 2025, while displacement and relocation of occupants will occur between 2023 and 2025. It is anticipated that the acquisition and relocation process will take between 18 and 24 months to deliver the real estate needed to meet the Project's anticipated construction schedule. The Project's relocation consultants will start working with the businesses to be displaced as soon as the first offer to acquire the property is made to the property owner. This will provide at least 12 months for all relocations. All persons displaced by the Project will receive written notice of the planned project and their eligibility for relocation benefits and will be assigned a relocation consultant to work with them during the relocation process.

### 3.4 Project Funding

The Project will be funded by the voter approved Measure R funds from Los Angeles County Metropolitan Transportation Authority ("LA Metro") along with CalSTA's TIRCP, other state and federal funding programs.



## 4.0 PRELIMINARY RELOCATION COSTS

The preliminary estimated relocation cost analysis was developed from information gathered by the City's relocation sub-consultant, Epic Land Solutions ("Epic"). Epic utilized available property occupant surveys, research of the area's real estate market and business relocation experience to prepare estimated relocation costs for the business occupants set forth in Table 4-1.

Relocation assistance payments for business occupants are based upon the estimated actual and reasonable cost to move, disconnect, and reconnect personal property from the affected site to a replacement site, including the reasonable cost for permits, professional services, and business reestablishment.

This preliminary analysis is based upon the current understanding of the affected business operations. The cost to acquire real property and improvements pertaining to realty, and the cost associated with potential loss of business goodwill are not included in this analysis.

The Project will not commence the acquisition process until after the NEPA process is completed and the City has secured funds to cover the acquisition of real property and the estimated relocation costs.

**TABLE 4-1: Estimated Relocation Costs for Project**

<b>Non – Residential Costs</b>	<b>Plus 25% Contingency</b>	<b>GRAND TOTAL</b>
\$28,548,712	\$7,137,178	\$35,685,890

### CONCURRENT DISPLACEMENT

At the time of the preparation of this Relocation Plan there were no known concurrent property acquisitions planned in the Project area. Neither the Los Angeles World Airports, County of Los Angeles, Los Angeles County Metropolitan Transportation Authority nor California Department of Transportation (Caltrans) appear to have projects planned along the Project route.





## 5.0 RELOCATION IMPACT

This section of the Relocation Plan addresses the anticipated impact related to the potential acquisition of properties needed for the Project. Based on site surveys and responses to occupant surveys conducted by Epic and Trifiletti Consulting in February 2022 thru April 2022, a total of 44 business occupants would be displaced by the Project. Because the displacements will happen over -an 18 to 24 month period, it is expected that the occupants of various units may change, however, this study provides a snapshot of the types and numbers of occupants that can be expected to be displaced. The types of potentially impacted businesses include: a grocery store, a gym, restaurants, small retail stores, small medical and dental offices, business offices, service businesses, and a bank branch.

Business displacements will be required to accommodate construction and operation of the Project-related facilities. For relocated businesses, jobs would also be relocated and would not be permanently displaced. However, permanent job loss could still occur as a result of the relocation. The proposed Project would displace approximately 44 businesses and approximately 454 employees. In addition to the stand-alone businesses displaced, some businesses have payphones, movie rental machines, propane rental lockers, and other similar facilities operated by outside vendors on site. While these vendors may be eligible to receive some relocation assistance benefits related to moving their equipment, it is assumed that they will be moved along with the anchor businesses and specific replacement sites have not been separately identified in this report. These vendors do not have employees and so no employee-related direct impact could feasibly occur. Epic utilized CoStar's Tenant module, data gathered from site visits and occupant surveys to estimate the number of business units and the corresponding number of employees that would be displaced. Employee counts for businesses with no data available were estimated by referencing similarly sized businesses among the displacement list where employee count data was available.

**TABLE 5-1: Summary of Potentially Impacted Commercial Occupants for Project**

Type of Use	Number of Businesses	Number of Employees (Full-Time & Part-Time)
Grocery Store (Vons)	1	130
Restaurants/Food Service	12	71
Office/Medical	6	37
Retail	25	216
<b>TOTAL</b>	<b>44</b>	<b>454</b>

### 5.1 Businesses Impacts

Most impacted businesses will be able to relocate within the time frame provided by the Project. A dedicated Relocation Consultant will be assigned to each displaced business. The Relocation Consultant will make initial contact at the time of Initiation of Negotiations with the owners and will provide relocation advisory assistance and relocation referrals to ensure that a replacement site is available at the time the 90 Day Notice to Vacate is issued. Businesses with more complex moves may be provided additional lead time as is appropriate to facilitate their relocation and mitigate the potential hardship that relocation can entail. The City and its relocation consultants will identify all available vacant retail spaces in the City that would be suitable sites for the businesses identified in the various categories. Contact will be made with major property owners to advise them of the businesses that will be seeking new leases in the Inglewood area and to encourage the owners to work cooperatively with businesses displaced by the Project. Some current businesses have been identified as having a potential need for advanced planning and noticing and/ or enhanced relocation services. The Project team will work with these displacees as early in the process as possible to give them the lead time and professional services they require. These businesses include:



## GROCERY STORE

The property identified for the location of the proposed Maintenance & Storage Facility (MSF) is improved with a Vons grocery store (Vons) with an associated detached gas station located on the same property. Three (3) tenants of Vons are operating on the site or occupying space inside Vons. These tenants include: a U.S. Bank Branch and a Starbucks located in the Vons, and a Planet Fitness gym located in a space adjacent to Vons within the same building envelope. While the Project will require demolition and removal of the existing structure that includes the grocery store, gym, and gas station, the Project will seek to negotiate an agreement that would allow Vons to retain a portion of the larger parcel that would be used to construct a new Vons prior to demolition of the existing store to allow for continuous grocery store operation. It is anticipated that Starbucks will be relocated with the Vons grocery store; however, the U.S. Bank Branch would be relocated separately.

The City is working diligently with Vons to plan on relocating the business on the remnant parcel. The displacement analysis undertaken includes this business as a “displaced” owner-occupied business, however, the Project’s design of the Project’s facilities is seeking to accommodate the reconstruction of the Vons on a portion of the property not required for construction and operation of the Project. Design coordination is on-going between the Project and representatives of the Vons Companies, Inc. Vons plans to relocate Starbucks, Coinme, Keyme, and Redbox within the new project site, if those tenants desire to be relocated in the new store.

The U.S. Bank Branch occupying space inside Vons will be offered relocation assistance based on their eligibility. Regulatory agencies must approve bank locations and facilities before issuing permits. This may require up to a one-year lead time necessitating early noticing, especially if the U.S. Bank does not relocate within the new Vons store. Additional professional services can be provided to assist with procuring these entitlements. U.S. Bank did not complete an occupancy survey so details regarding their relocation requirements are unknown at this time. More information about the relocation needs of U.S. Bank Branch can be found in Table 5-5.

A Planet Fitness gym is located in a separate portion of the building occupied by the Vons. The business operates 24 hours as a fitness training center occupying approximately 17,050 square feet of commercial space that is leased from Vons Companies, Inc. Finding an existing building suited for a gym in close proximity to the existing location may be challenging. Every effort will be made to find a suitable replacement site to accommodate the large quantity of exercise and special equipment and the amount of parking required by Planet Fitness. A relocation consultant will be assigned early to work with Planet Fitness to identify their relocation requirements. More information about the relocation needs of U.S. Bank Branch can be found in Table 5-5.

**TABLE 5-2** identifies the grocery store business name, type of use, potential relocation of equipment, special relocation needs and comments. Some information for the business was obtained from the completed occupant survey.

TABLE 5-2: List of Grocery Store Occupants Displaced by Project				
Business Name	Type of Use	Equipment	Special Needs	Comments
Vons	Grocery Store	Specialized Equipment, Office Equipment & Furniture, Specialized Racks, Specialized Refrigerators & Freezers, Counters, Security Cameras, Loading/Unloading Station, Specialized Lighting, Specialized Kitchens, Disconnect/Reconnect of Furniture Fixtures & Equipment (FF&E),	Health Permits, Beer and Wine/Liquor License, Complex Move of Movable and Immovable FF&E, Signage, Custom Stainless, Parking, Bldg. Permits, Professional Movers/Coordinator	Business may be constructed/ relocated to new location on remnant parcel. Completed occupant survey.





## RESTAURANTS/FOOD SERVICE

There are two (2) free standing restaurants located along the project alignment that will be displaced. In addition, there are ten (10) restaurants/food service businesses located within the shopping centers at the Market Street Station and the Hardy Street Stations that will require relocation. Obtaining health permits to operate a restaurant or food service business in the City can frequently take up to six months. Also, in some cases, restaurant fixtures must be custom made to fit the new space and thus require additional lead time to order and install. Depending on the choice of relocation sites, extensive buildouts may be necessary to reestablish the restaurant or food service business.

Every effort will be made to give restaurants and food service businesses displaced by the Project, as much advanced notice as possible. A relocation consultant will be assigned to each business to assist the restaurant/food service owners in finding a new location in the City of Inglewood. Referrals will be made to architects, contractors and entitlement specialists who are familiar with the construction and permitting of restaurants and food service establishments in the City.

A restaurant or food service business with established clientele will most likely want to stay in the immediate area. To minimize potential problems, relocation sites that are already equipped for food service use will be sought out in the vicinity of the existing locations.

**TABLE 5-3** identifies the restaurant or food service business name, type of use, potential relocation of equipment, special relocation needs and comments. Some information for the business was obtained from the completed occupant survey.

**TABLE 5-3: List of Restaurant/Food Service Occupants Displaced by Project**

<b>Business Name</b>	<b>Type of Use</b>	<b>Equipment</b>	<b>Special Needs</b>	<b>Comments</b>
Starbucks	Food Service	Kitchen, Specialized Equipment, Refrigerator, Freezer, Disconnect/Reconnect of Furniture Fixtures & Equipment	Health Permit, Custom Stainless, Bldg. Permits, Professional Movers/Coordinator	Business may be relocated with Vons.
Antojitos Martin Snack & Juice Bar	Food Service	Kitchen, Refrigerator, Freezer, Disconnect/Reconnect of Furniture Fixtures & Equipment	Health Permit, Bldg. Permits	
House of Tacos	Restaurant	Kitchen, Refrigerator, Freezer, Disconnect/Reconnect of Furniture Fixtures & Equipment	Health Permit, Bldg. Permits, Professional Movers	
New Orleans Breakfast Take Out/Red's Flavor Table Take Out	Food Service	Kitchen, Operating Equipment, Refrigerator, Freezer, Disconnect/Reconnect of Furniture Fixtures & Equipment	Health Permit, Bldg. Permits, Professional Movers	Completed occupant survey.



TABLE 5-3: List of Restaurant/Food Service Occupants Displaced by Project

Business Name	Type of Use	Equipment	Special Needs	Comments
Fiesta Martin Bar & Grill	Restaurant	Kitchen, Operating Equipment, Refrigerator, Freezer, Dining Area, Disconnect/Reconnect of Furniture Fixtures & Equipment	Health Permit, Beer/Wine/Liquor License, Signage, Décor, Bldg. Permits, Complex Move of Movable and Immovable Furniture Fixtures & Equipment (FF&E), Professional Movers/Coordinator	
Randy's Donuts & Chinese Food	Restaurant/Bakery	Kitchen, Ovens, Operating Equipment, Refrigerator, Freezer, Disconnect/Reconnect of Furniture Fixtures & Equipment	Health Permit, Bldg. Permits, Professional Movers	Completed occupant survey.
Urban Lyfe Café	Restaurant	N/A	Health Permit, Bldg. Permits	No tenant improvements provided and business is not operating. Completed occupant survey.
Mardi Gras Bistro	Restaurant	N/A	Health Permit, Bldg. Permits	No tenant improvements provided and business is not operating. Completed occupant survey.
Casa Rios	Restaurant	Kitchen, Operating Equipment, Refrigerator, Freezer, Dining Area, Disconnect/Reconnect of Furniture Fixtures & Equipment	Health Permit, Beer/Wine/Liquor License, Signage, Décor, Bldg. Permits, Complex Move of Movable and Immovable Furniture Fixtures & Equipment (FF&E), Professional Movers/Coordinator	Completed occupant survey.
Clark Restaurant dba Fishbone Inglewood	Restaurant	Kitchen, Operating Equipment, Refrigerator, Freezer, Dining Area, Disconnect/Reconnect of Furniture Fixtures & Equipment	Health Permit, Bldg. Permits, Professional Movers/Coordinator	Business was closed for remodeling due to fire.
Lees Caribbean Restaurant	Restaurant	Kitchen, Operating Equipment, Refrigerator, Freezer, Dining Area, Disconnect/Reconnect of Furniture Fixtures & Equipment	Health Permit, Bldg. Permits, Professional Movers	
Sweet Red Peach	Food Service/Bakery	Kitchen, Ovens, Operating Equipment, Refrigerator, Freezer, Disconnect/Reconnect of Furniture Fixtures & Equipment	Health Permit, Bldg. Permits, Professional Movers	Completed occupant survey.
Daily Donut Ice Cream & Deli	Food Service/Bakery	Kitchen, Ovens, Operating Equipment, Refrigerator, Freezer, Disconnect/Reconnect of Furniture Fixtures & Equipment	Health Permit, Bldg. Permits, Professional Movers	Completed occupant survey.



**OFFICE/MEDICAL**

Medical facilities are often subject to regulatory oversight. Efforts will be made to identify relocation sites in the immediate area. Due to the timeframes required for governmental approvals, lead time is a critical issue especially for medical facilities that accept Federal and State funds. Every effort will be made to give these facilities as much advanced notice as possible.

Services for both offices and medical facilities will be offered to assist these displacees with the permitting and approval process. If necessary, entitlement specialists knowledgeable in the field of medical facilities may be utilized to move the process forward in a timely manner.

Depending on the displacees' choice of relocation sites, extensive buildouts may be necessary for the medical facilities. The Relocation Consultant will work with displacees as early in the process as possible to locate a suitable replacement site.

**TABLE 5-4** identifies the service office or medical office business name, type of use, potential relocation of equipment, special relocation needs and comments. Some information for the business was obtained from the completed occupant survey.

**TABLE 5-4: List of Office/Medical Occupant Displaced by Project**

<b>Business Name</b>	<b>Type of Use</b>	<b>Equipment</b>	<b>Special Needs</b>	<b>Comments</b>
Inglewood Optometric Center	Optometry Office	Ophthalmic Equipment, Display Cabinets	State Permit, Bldg. Permits, Professional Movers	Completed occupant survey.
Westchester Dental Care	Dental Office	Dental Chairs, X Ray Machine, Dental Equipment, Disconnect/Reconnect of Furniture Fixtures & Equipment	State Permit, Bldg. Permits, Professional Movers	Completed occupant survey.
Peak Performance Training Center	Adult Day Behavioral Service	Specialized Equipment, Office Furniture, Disconnect/Reconnect of Furniture Fixtures & Equipment	State Permits, Bldg. Permits, Professional Movers	
Freedom Tax Service	Tax Service	Office Furniture		
West Health Medical Group	Medical Care Service	Medical Equipment, Office Furniture, Disconnect/Reconnect of Furniture Fixtures & Equipment	State Permits, Bldg. Permits, Professional Movers	Installed new AC System in 2021. Completed occupant survey.
Citifund Tax Financial & Notary	Tax & Real Estate Services	Office Furniture		

**RETAIL**

The majority of potential displacees identified are retail. The retail stores range from locally owned to franchised retail stores. Efforts will be made to identify relocation sites in the immediate area or within the City of Inglewood.

Every effort will be made to provide retail stores in the Project as much advanced notice as possible before they are displaced including the franchised stores, CVS Pharmacy, O'Reilly Auto Parts, DD's Discounts Store and Cash Advance America. The City will make every effort to assist all retail businesses to avoid or minimize any hardship during the relocation process.

Depending on the displacee's choice of relocation sites, extensive buildouts may be necessary for the retail space. The Relocation Consultant will work with this displacee as early in the process as possible to locate a suitable replacement site within the City limits.

**TABLE 5-5** identifies the retail business name, type of use, potential relocation of equipment, special relocation needs and comments. Some information for the business was obtained from the completed occupant survey.

<b>TABLE 5-5: List of Retail Occupants Displaced by Project</b>				
<b>Business Name</b>	<b>Type of Use</b>	<b>Equipment</b>	<b>Special Needs</b>	<b>Comments</b>
Planet Fitness	Gym/Fitness Center	Fitness Equipment, Weights, Office, Specialized Furniture, Disconnect/Reconnect of Furniture Fixtures & Equipment (FF&E)	Signage, Parking, Bldg. Permits, Complex Move of Movable and Immovable FF&E, Professional Movers/Coordinator	
U.S. Bank Branch	Retail Bank for Mortgage Loans Service Only	ATM Machines, Office Equipment, Furniture, Safety Equipment, Security Cameras, Disconnect/Reconnect of Furniture Fixtures & Equipment	State Permits, Bldg. Permits, Professional Mover/Coordinator	Located inside Vons.
Water 4 U	Retail Water Facility	Water Purification Equipment, Ice Maker, Reverse Osmosis System, Disconnect/Reconnect of Furniture Fixtures & Equipment	Drainage System, Bldg. Permits, Professional Mover	Prefers to relocate within 2 miles from displacement site. Completed occupant survey.
Let's Dream 2 Inc. (D'Menace Copy & Comm.)	Printing & Copies	Copier, Office Furniture		Completed occupant survey.
Amar's Wholesale Flowers	Flower Shop	Office Furniture, Racks/Shelves, Refrigerator	Live Plants	
Silk Nails	Manicure/Pedicure	Spa Chairs, Nail Stations, Office Furniture, Lighting, Washer/Dryer, Refrigerator	State Permit, Drainage System, Bldg. Permits	Completed occupant survey.



TABLE 5-5: List of Retail Occupants Displaced by Project

Business Name	Type of Use	Equipment	Special Needs	Comments
Cash Advance America	Cash Advances, Various Loans, Wire/Transfer Funds	Office Equipment & Furniture, Security Cameras, Disconnect/Reconnect of Furniture Fixtures & Equipment	Security Window & Doors, Counters, Bldg. Permits, Professional Mover/Coordinator	Operates Western Union.
Em Art Inc. dba Inglewood Beauty Salon	Hair Salon	Hairdresser Chairs, Hair Wash Station, Office Furniture	State Permit, Plumbing, Bldg. Permits, Professional Movers	
Em Art Inc. dba Inglewood Beauty Supply	Beauty Supply	Office Furniture, Racks/Shelves, Counters, Disconnect/Reconnect of Furniture Fixtures & Equipment	Bldg. Permits, Professional Movers	Completed occupant survey.
GMD Store	Retail Store	Office Furniture, Racks/Shelves, Counters, Disconnect/Reconnect of Furniture Fixtures & Equipment	Bldg. Permits, Professional Movers	
Luxe Gold Salon	Hair Salon	Hairdresser Chairs, Hair Wash Station, Office Furniture, Disconnect/Reconnect of Furniture Fixtures & Equipment	State Permit, Plumbing, Bldg. Permits, Professional Movers	Completed occupant survey.
Selwyn's Jewelry	Jewelry Repair & Sales	Specialized Equipment, Security Cameras/Alarm	Bldg. Permit	Completed occupant survey.
O'Reilly Auto Parts	Auto Parts, Tools & Supplies	Specialized Equipment, Specialized Shelves/Racks, Security System, Disconnect/Reconnect of Furniture Fixtures & Equipment	Signage, Parking, Bldg. Permits, Complex Move of Movable and Immovable FF&E, Professional Movers/Coordinator	
DD's Discount Store	Retail Chain Clothing Store	Specialized Equipment, Specialized Shelves/Racks, Security System, Disconnect/Reconnect of Furniture Fixtures & Equipment	Signage, Parking, Bldg. Permits, Complex Move of Movable and Immovable FF&E, Professional Movers/Coordinator	
CVS Pharmacy	Retail Chain & Pharmacy	Specialized Equipment, Office Equipment & Furniture, Specialized Racks, Specialized Refrigerators & Freezers, Counters, Security Cameras, Loading/Unloading Station, Specialized Lighting, Disconnect/Reconnect of Furniture Fixtures & Equipment	State Permits, Health Permits, Beer and Wine/Liquor License, Signage, Parking, Bldg. Permits, Complex Move of Movable and Immovable FF&E, Professional Movers/Coordinator	Tenant sells a variety of consumer products and services. In addition, tenant and its affiliates provide a variety of healthcare, beauty, medical & insurance services. Completed occupant survey.



**TABLE 5-5: List of Retail Occupants Displaced by Project**

<b>Business Name</b>	<b>Type of Use</b>	<b>Equipment</b>	<b>Special Needs</b>	<b>Comments</b>
World Hat & Boot Mart	Retail of Western Boots, Dress Shoes & Hats	Office Furniture, Racks/Shelves, Counters, Disconnect/Reconnect of Furniture Fixtures & Equipment	Bldg. Permits, Signage, Professional Movers	Completed occupant survey.
Simple Mobile	Retail Wireless Service	Cases, Security Cameras		Located inside World Hat & Boot Mart as tenant.
Cuties Lashes & Nails	Manicure/Pedicure	Spa Chairs, Nail Stations, Office Furniture, Lighting, Washer/Dryer, Refrigerator	State Permit, Drainage System, Bldg. Permits	Completed occupant survey.
Braidticians Beauty Supply	Beauty Supply	Office Furniture, Racks/Shelves, Counters, Disconnect/Reconnect of Furniture Fixtures & Equipment	Bldg. Permits, Professional Movers	
Iphone & PC Repair (Byte Me Repair)	Cell Phone & Computer Repair Shop	Office Furniture, Racks/Shelves, Counters		
Ruby Nails & Spa	Manicure/Pedicure	Spa Chairs, Nail Stations, Office Furniture	State Permit, Drainage System, Bldg. Permits	Completed occupant survey.
Tobacco Cheaper #5	Convenience Store	Office Furniture, Racks/Shelves, Counters, Refrigerators, Disconnect/Reconnect of Furniture Fixtures & Equipment	Beer and Wine/Liquor License, Conditional Use Permit, Professional Move	
Yesis's Water & Party Supplies	Retail Water Facility & Party Supply	Water Purification Equipment, Office Furniture, Racks/Shelves, Counters, Disconnect/Reconnect of Furniture Fixtures & Equipment	Bldg. Permits, Professional Move	
She's Rare Beauty Salon	Hair Salon	Hairdresser Chairs, Hair Wash Station, Office Furniture, Disconnect/Reconnect of Furniture Fixtures & Equipment	State Permit, Plumbing, Bldg. Permits, Professional Move	
Unknown Occupant	N/A	N/A	N/A	Property owner owns Holly Park Plaza Shopping Center.



## 5.2 Language

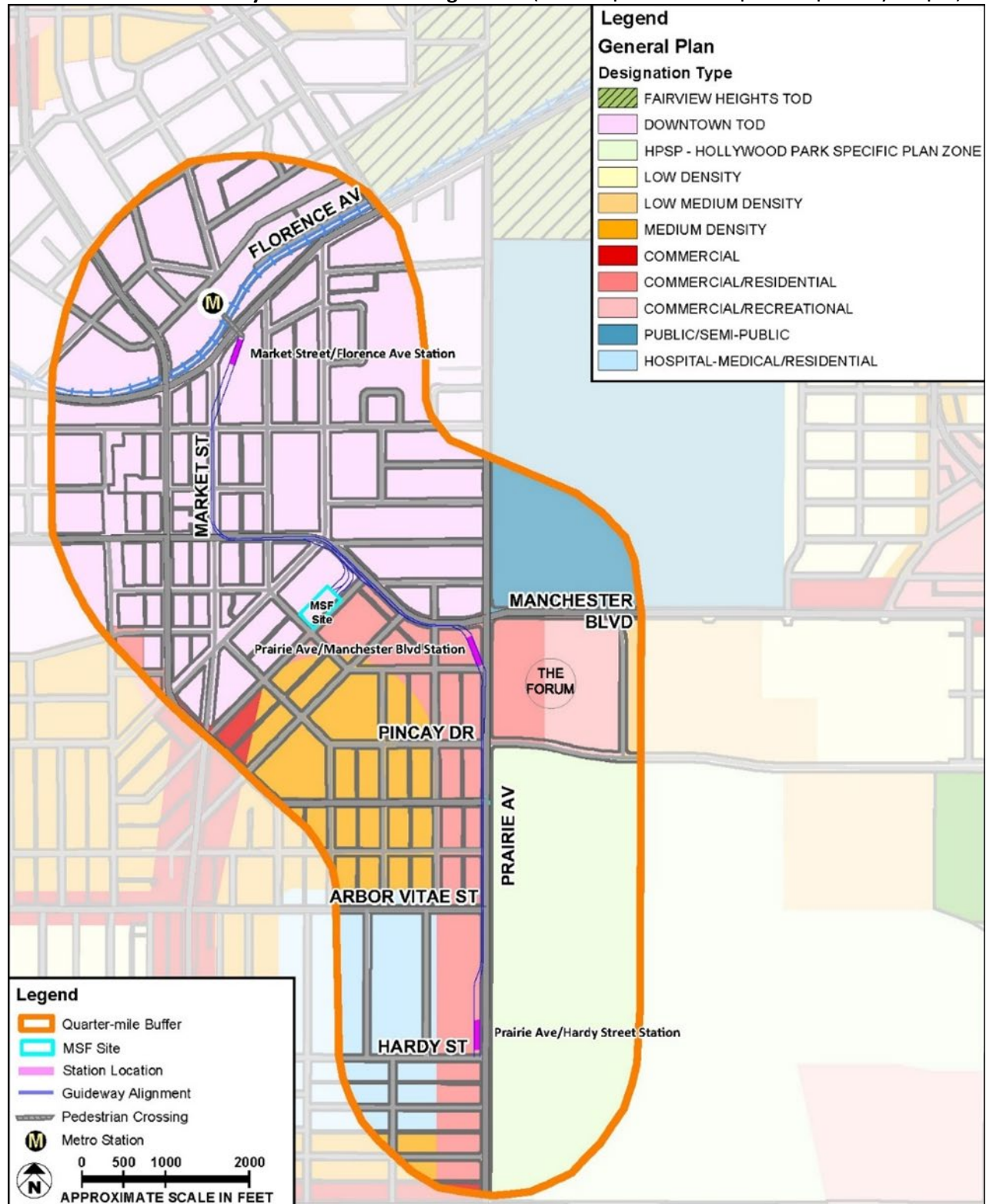
Demographic information of the populations living and working in the zip codes described show a mixture of racial and cultural differences in the area. Based on our preliminary survey, the predominant language spoken is English. Translation services will be available as needed for other languages.

## 5.3 Relocation Impact by Segment

Existing land uses along the alignment are described below in three segments: the Market Street Segment, Manchester Boulevard Segment, and Prairie Avenue Segment. Descriptions for each segment are then broken down into descriptions of General Plan designations with a description of existing physical uses. In the next page, **FIGURE 5-1** shows General Plan Land Use Designations.



FIGURE 5-1 – City's General Plan Designations (Source: Displacement and Acquisition Impact Analysis Report)







### **5.3.1 MARKET STREET SEGMENT**

The Market Street Segment extends from the intersection of Market Street and Florence Avenue to the intersection of Market Street and Manchester Boulevard. Just north of the intersection of Market Street and Florence Avenue lies the Metro K Line, which runs parallel with Florence Avenue in this area. There are five (5) full takes from private owners required for the Market Street/Florence Avenue station. These acquisitions will result in a total of twenty-one (21) displaced business occupants that have been identified in Appendices E. The Relocation plan has attempted to identify issues associated with relocating these businesses which will be further identified, analyzed, and addressed by the relocation consultant.

### **5.3.2 MANCHESTER BOULEVARD SEGMENT**

The Manchester Boulevard Segment extends from the intersection of Market Street and Manchester Boulevard to the intersection of Manchester Boulevard and Prairie Avenue. This segment will require the construction of the Maintenance and Storage Facility (MSF), surface parking and provide the alignment for the guideway to the Manchester and Prairie Station. The proposed location of the MSF will impact the existing businesses on the Vons shopping center property that includes a Vons grocery store, Vons gas station, Starbucks, U.S. Bank Branch and Planet Fitness. Additionally, this segment will require additional acquisitions of rights but will not require relocation of any other occupants along the guideway to the proposed Manchester and Prairie Station. The City moved forward with early acquisition to acquire a vacant entitled property, identified as Parcel No. PR-401-01 & -02 from Raising Cane Restaurants LLC before any improvements were constructed on the site. The parcel was identified for the proposed location of the Manchester and Prairie Station. The Relocation plan has attempted to identify issues associated with relocating these businesses which will be further identified, analyzed, and addressed by the relocation consultant.

### **5.3.3 PRAIRIE AVENUE SEGMENT/HARDY STREET STATION**

The Prairie Avenue Segment extends from the intersection of Prairie Avenue and Manchester Boulevard to the northwest corner of the Prairie Avenue and Hardy Street intersection. This segment includes the guideway to the Prairie Avenue and Hardy Street Station and will change the alignment of the existing right of way of Prairie Avenue. The Hardy Street Station is proposed to be constructed on Parcel Nos. 410-01 & -02, which property is known as Hollywood Park Plaza. The acquisition of the property will impact seventeen (17) business occupants as shown in Appendix E. The proposed permanent aerial easements, permanent road easement and temporary construction easement along this segment will also impact the occupants on Parcel No. PR-408 and require the relocation of the business. No occupants occupied Parcel No. PR-407-01 & -02 when this Relocation Plan was prepared. The occupant nor the property owner at Parcel No. 410-02 did not respond to the City's occupant survey and this Relocation plan assumed as unidentified business occupant. All occupants impacted by this segment are listed in Appendix E. The Relocation plan has attempted to identify issues associated with relocating these businesses which will be further identified, analyzed, and addressed by the relocation consultant.



## 6.0 COMMERCIAL RESOURCES

The City will assist all eligible owner-occupants and tenant-occupants displaced by the Project to relocate to an acceptable replacement location. Epic utilized Costar to identify possible replacement sites for all potential displacees identified in the Master Parcel List, Appendix E.

The following four (4) tables summarize the results of the potential replacement sites found in the market within the City limits and within 5 miles of Project. The replacement sites within 5 miles of Project excludes data utilized for number of available units within the City limits tables. The available number of units found in the tables below and assumptions demonstrates that there are adequate replacement resources for all classes of displacees impacted by the Project.

**TABLE 6-1** represents available commercial properties for lease in the City of Inglewood as of May 04, 2022. The number of available of units for lease was obtained from CoStar. The available units could be potential replacement sites for the displaced business tenant-occupants identified in the Master Parcel List, Appendix E that currently lease space from 800 square feet to 22,222 square feet. **TABLE 6-1** shows that 60 units are available for office and retail within the City for the 27 tenant-occupants potentially being displaced by the Project. There are only four (4) retail-food service units available for the 12 retail food service displacees, but the 52 available retail units may be converted to accommodate food service establishments. The price range for rent per square feet per year (RENT/SF/Yr) has a median range from \$21.98 to \$69.53. The displaced tenant-occupants will need to select a replacement site that is suitable for their individual business plan and needs.

**TABLE 6-1: Commercial Retail Properties for Lease within City of Inglewood**

Unit Type	# of Displaced	# of Available Units	Price Range (Rent/SF/Yr)	Size Range (Total Available Space (SF))	Availability
Office	5	8	\$27.00 - \$39.98	800 - 4,958	Sufficient
Retail	22	52	\$1.09 - \$69.53	446 - 22,222	Sufficient
Retail - Food Service	12	4	\$21.98 - \$31.15	1,365 - 6,000	Insufficient



**TABLE 6-2** represents available commercial properties for sale in the City of Inglewood as of May 04, 2022. The number of available of units for sale was obtained from CoStar. The available units could be potential replacement sites for the displaced business owner-occupants identified in the Master Parcel List, Appendix E. No grocery unit properties were identified within the City to accommodate Vons grocery store but the City plans to relocate the Vons grocery store on the same parcel. **TABLE 6-2** shows that 22 units are available for office and retail within the City for the four (4) owner-occupants potentially being displaced by the Project. The sale price ranges from \$1,000,000 to \$8,500,000 for 1,760 square feet to 15,296 square feet buildings. The displaced owner-occupants will need to select a replacement site that is suitable for their individual business plan and needs.

**TABLE 6-2: Commercial Retail Properties for Sale within City of Inglewood**

Unit Type	# of Displaced	# of Available Units	Price Range (Sale Price)	Size Range (Total Available Space (SF))	Availability
Grocery	1	0	N/A	N/A	Unavailable
Office	1	3	\$2,600,000 - \$3,300,000	4,718 - 13,901	Low Inventory
Retail	3	19	\$1,000,000 - \$8,500,000	1,760 - 15,296	Sufficient

**TABLE 6-3** represents available commercial properties for lease within 5 miles of the Project site as of May 04, 2022. The number of available of units for lease was obtained from CoStar. The available units could be potential replacement sites for the displaced business tenant-occupants identified in the Master Parcel List, Appendix E, that currently lease space from ranging from 150 square feet to 27,000 square feet. The table below shows that there were 244 available number units for office, retail, and retail-food service businesses. This is sufficient for the potential 39 business tenant-occupants displacees. The price for rent per square feet per year (RENT/SF/Yr) has a median range from \$15.00 to \$84.00. The City understands that potential available units are not within the City but the displaced tenant-occupants will need to select a replacement site that is suitable for their individual business plan and needs.

**TABLE 6-3: Commercial Retail Properties for Lease within 5 Miles of Project Site**

Unit Type	# of Displaced	# of Available Units	Price Range (Rent/SF/Yr)	Size Range (Total Available Space (SF))	Availability
Office	5	35	\$15.00 - \$63.00	700 - 2,940	Sufficient
Retail	22	194	\$1.05 - \$84.00	150 - 27,000	Sufficient
Retail - Food Service	12	15	\$18.84 - \$61.80	750 - 6,000	Low Inventory



**TABLE 6-4** represents available commercial properties for sale within 5 miles of the Project site as of May 20, 2022 excluding properties identified within the City of Inglewood. The number of available units for sale was obtained from CoStar. The available units could be potential replacement sites for the displaced business owner-occupants identified in Appendix E. No grocery unit properties were identified within 5 miles from Project site to accommodate the Vons grocery store but the City plans to relocate the Vons grocery store on the same parcel. Table 6-4 shows that 94 units are available for office and retail within 5 miles of the Project site for the four (4) owner-occupants potentially being displaced for the Project. The property price ranges for sale from \$450,000 to \$15,000,000 with 1,200 square feet to 19,000 square feet buildings. The City understands that these potential available units are not within the City but will do what is possible to relocate businesses within the City limits, if that is desired by the displaced owner-occupant. The displaced owner-occupants will need to select a replacement site that is suitable for their individual business plan and needs.

**TABLE 6-4: Commercial Retail Properties for Sale within 5 Miles of Project Site**

Unit Type	# of Displaced	# of Available Units	Price Range (Sale Price)	Size Range (Total Available Space (SF))	Availability
Grocery	1	0	N/A	N/A	Unavailable
Office	1	11	\$3,000,000 - \$12,000,000	5,000 - 15,000	Sufficient
Retail	3	83	\$450,000 - \$15,000,000	1,200 - 19,000	Sufficient

At the time of actual displacement, the City and its Relocation Consultant will engage in an exhaustive effort to find as many referrals as possible to successfully relocate displaced businesses. The relocation Consultant will work closely with the displacee to determine the location and type of referrals they need.



## 7.0 RELOCATION ASSISTANCE PROGRAM

The City is working to adopt Relocation Policies and Procedures for this Project prior to any occupant being displaced. The Relocation Assistance process discussed in this Relocation Plan complies with the Federal Uniform Relocation Assistance and Real Property Acquisitions Policies Act of 1970, as amended (URA) and California Relocation Act (Gov. Code 7260 *et seq.*)<sup>1</sup>. No residential properties requiring acquisition and displacements were identified for the Locally Preferred Alternative (LPA). No residential occupants were identified on the properties impacted by the Project. Since no residential occupant is identified as being displaced by this Project then the Relocation Assistance process in this Relocation Plan does not address or discuss relocation assistance for a residential occupant under the URA and Gov. Code 7260 *et seq.*

### 7.1 Important Terms

#### Alien Not Lawfully Present

Under federal law, an alien and business not lawfully present in the United States is not eligible for relocation assistance. As defined by federal law, an alien not lawfully present in the United States includes (1) an alien present in the United States who has not been admitted or paroled in the United States pursuant to the Immigration and Nationality Act and whose stay in the United States has not been authorized by the U.S. Attorney General; or (2) an alien who is present in the United States after the expiration of the period of stay authorized by the U.S. Attorney General and who otherwise violates the terms and conditions of admission, parole or authorization to stay in the United States. (8 CFR Section 103.12).

NOTE: Pursuant to the Public Law 105-117 of 11-21-97, to be eligible to receive relocation benefits in federally-funded relocation projects, a business, as a displaced person, must provide information regarding its lawful presence in the United States. A duly authorized representative of the business must make the certification. Any business/displaced person, who is not lawfully present in the United States, or who declines to provide the information, may be denied relocation benefits.

#### Business

Any lawful activity, with the exception of a farm operation, conducted primarily for the purchase, sale, lease, and rental of personal or real property; or for the manufacture, processing, or marketing of products, commodities, or any other personal property; or for the sale of services to the public; or an outdoor advertising display or displays, when the display or displays must be moved as a result of acquisition of property for the Project.

The City does not make distinctions based on sex and age of occupant(s), nor relationship of persons in the business.

#### Displaced Person

Any lawful person (individual, family, partnership, association or corporation) who moves from real property, or moves personal property from real property, as a direct result of City's written notice of intent to acquire, the initiation of negotiations for, or the acquisition of real property, in whole or in part, for the Project.

#### General Information Notice

A notice to all affected project site occupants informing them of the potential project, funding source (Federal/State), benefit types and most important, telling them not to move now to continue to pay rent, mortgage, and to abide by all terms of their occupancy agreement, that they will not be required to move

---

<sup>1</sup> The full text of the Uniform Relocation Act can be found at <https://uscode.house.gov/view.xhtml?path=/prelim@title42/chapter61&edition=prelim>.



without a Notice of Eligibility and a 90 Day Notice to Vacate.

**Nonprofit Organization**

A public or private entity that has established its nonprofit status under applicable federal or state law.

**Notice of Eligibility**

A written notice provided by City to owner-and tenant-occupants of real property at the time City makes an offer to the property owner to purchase the property, describing the types of assistance available to the occupants.

**Notice to Vacate**

A statutorily required written notice provided by City to occupants of real property that Metro plans to acquire or has acquired, informing the occupants that they must move from the property within 90 days.

**Personal Property**

Property that can be moved from real property without damaging the real property or the property moved, including furniture, fixtures and equipment and other movable objects.

**Relocation Consultant**

A Relocation Consultant is a person who is experienced in providing assistance to occupants in accordance with the Uniform Act. Relocation Consultants will be available to work with each occupant to understand the Relocation Assistance Program, provide Program information in writing, provide information on available replacement sites, and provide analyses of compensable monetary assistance under the Program.

**Small Business**

A business having not more than 500 employees working at a site, which is the location of economic, activity and which will be acquired or is displaced by the Project. A site occupied solely by outdoor advertising signs, displays, or devices is not a “small business” for purposes of the reestablishment expense benefit of the Uniform Relocation Act and its implementing regulations.

**Unlawful Occupant**

A person and/or business who occupies without property right, title or payment of rent, or a person legally evicted, with no legal rights to occupy a property under state law. An occupant is considered to be in unlawful occupancy if the occupant has been ordered to move by a court of competent jurisdiction or if the occupant’s tenancy has been lawfully terminated by the owner for cause, the tenant has vacated the premises, and the termination was not undertaken for the purpose of evading relocation assistance obligations.

## **7.2 Eligibility for Relocation Assistance**

Businesses who occupy the property to be acquired by the City on the date of the City’s first written offer to the property owner will be eligible to receive relocation assistance in accordance with the Uniform Act and the City’s Relocation Policy and Procedures for the Project. While City is statutorily required to provide only a 90-day written notice of the day the occupant is required to relocate, City intends to begin working with each occupant as soon as feasible. Each occupant will be provided sufficient time to work with a Relocation Consultant to identify and secure a replacement site. The City’s goal is for each occupant to understand the assistance that is available under City’s Relocation Policies and Procedures for the Project.

Although an eligible business is not required to move until 90 days after receiving a Notice to Vacate, a displaced person is eligible to receive relocation assistance upon receiving a Notice of Eligibility from City. If displaced persons choose to relocate at any time after receiving a Notice of Eligibility, they will be eligible to receive relocation assistance in accordance with City’s Relocation Program. If displaced persons





move before receiving a written Notice of Eligibility, they will not be eligible for, or provided with relocation assistance.

Displaced persons choose their preferred replacement site and their participation in the process is critical to the success of the relocation. Federal and state laws do not require the displacing agency (in this case, the City of Inglewood) guarantee that the business owner will find a replacement site that it finds to be acceptable.

Although the Project may provide notice to displaced persons that they are eligible to receive relocation assistance from the Project, while occupying their current location, the displaced persons will continue to have the same rights and responsibilities they otherwise would have under any lease or other agreement related to the property; the City's Notice of Eligibility does not waive those rights and obligations.

### **7.3 Relocation Advisory Assistance**

The City's Relocation Policy and Procedures provide for relocation advisory assistance. Relocation Consultants specialize in providing relocation assistance and will administer relocation of businesses for the Project. Each displaced person will be assigned a Relocation Consultant. The Relocation Consultant is available to help and to advise the displaced business; therefore, each displaced business should make full use of the available services. Individuals with disabilities will be provided the assistance needed to understand their rights under the City's Relocation Policies and Procedures and assistance needed to locate and move to a replacement site.

The Relocation Consultant will ensure that the displaced business is fully advised of all relocation assistance and benefits for which it is eligible. Advisory services will be provided in a manner which satisfies the requirements of Title VI of the Civil Rights Act of 1964, Title VIII of the Civil Rights act of 1968, and Executive Order 11063.

Advisory Services to be provided include such measures, facilities, and services as may be necessary or appropriate to determine the relocation needs and preferences of each business to be displaced and explain the relocation payments and other assistance for which the business may be eligible, the related eligibility requirements, and the procedures for obtaining such assistance. This will include a personal interview with each business. Interviews with displaced business owners and operators will include the following items: (A) the business's replacement site requirements, current lease terms and other contractual obligations and the financial capacity of the business to accomplish the move. (B) Determination of the need for outside professional services that may be required to assist in planning the move, assistance in the actual move, and in the reinstallation of machinery and/or other personal property. (C) Identification and resolution of personalty/realty issues. Every effort must be made to identify and resolve realty/personalty issues prior to, or at the time of, the appraisal of the property. (D) An estimate of the time required for the business to vacate the site. (E) An estimate of the anticipated difficulty in locating a replacement property. (F) An identification of any advance relocation payments required for the move, and the Agency's legal capacity to provide them.

Provide current and continuing information on the availability, purchase prices, and rental costs of suitable commercial properties and locations. Assist any person displaced from a business to obtain and become established in a suitable replacement location.

Minimize hardships to persons in adjusting to relocation by providing counseling, advice as to other sources of assistance that may be available, and such other help as may be appropriate.

Supply businesses to be displaced with appropriate information concerning programs administered by the City for grants or loan assistance.

### **7.4 Understanding the City's Relocation Assistance Policy and Procedures**



During the initial contact meeting, a Relocation Consultant will explain the Project's Relocation Assistance Policy and Procedures. The Relocation Consultant will interview the displaced business owner and/or representative to understand the business's current operation, facility, and replacement site needs. The Relocation Consultant will explain the assistance and payments that the business may claim in accordance with the business's eligibility. It is important that displaced businesses explain any anticipated relocation concerns to their Relocation Consultant. During the initial interview, a Relocation Consultant will ask detailed questions to determine specific relocation needs.

After the initial interview, the Relocation Consultant will deliver written information regarding the displaced business's eligibility and rights, and forward information regarding available replacement sites as it becomes available.

## **7.5 Planning and Preparing to Relocate**

A Relocation Consultant will continue to work with each displaced business to help plan relocation to a replacement site. In particular, a Relocation Consultant will explain which costs are compensable under the City's Relocation Policy and Procedures and which costs are not and assist displaced businesses with properly filing and documenting claims for reimbursement of relocation expenses.

A Relocation Consultant will also provide information and assistance to minimize hardships in adjusting to the new location, such as assistance completing rental applications or loan documents; information on any permits, fees and local planning regulations applicable to the replacement site; information on services provided by others in the community, as well as federal, state, and local programs offering assistance to displaced businesses. A Relocation Consultant will also help to determine any special need for an outside specialist to help a displaced person plan for the move and, if applicable, the reinstallation of personal property. A Relocation Consultant will make every effort to secure the services of those agencies with trained personnel who have the expertise to help a displaced business through any special concerns related to the relocation.

In addition, the Relocation Consultant will work with each business owner and the owner of the real property (if the business is a tenant) to identify and to resolve any issues regarding differences between fixtures associated with the realty and "personal property" that can be relocated. Each business owner may be asked to provide a copy of the business owner's lease agreement (if applicable) to help to determine the ownership of the furniture, fixtures, and equipment.

The City's goal is for each displaced business to achieve a successful relocation in the community. It is important that each business owner do everything a prudent business owner would do to maintain the business. All displaced persons should work closely with their Relocation Consultant to evaluate available relocation referrals and prepare for the move.



## 8.0 RELOCATION PAYMENTS FOR BUSINESSES

An eligible business may be reimbursed for the actual, reasonable, and necessary cost of the business's or organization's move when the move is performed by a professional or commercial mover or when the business owner elects to self-move. Any moving expenses for which a business is seeking reimbursement must be supported by paid receipts or other evidence of expenses incurred.

In addition, to meet requirements to offer just compensation to property owners and business owners / tenants, an offer to purchase furniture, fixtures, and equipment (FF&E) will be made. When relocated, many businesses may be unable to take certain improvements to the realty and/ or moveable personal property with them. Reasons vary as to why the item cannot practically be relocated. The item may be destroyed by the move or may be too large or small to fit in the replacement location. An FF&E appraiser will be used to professionally ascertain the fair market value for those items and based on this appraisal, the Agency will make an offer to purchase these items. The Relocation Consultant will coordinate with the FF&E appraiser to assure that an accurate determination of personal property versus real property is made.

### 8.1 Moving Expenses

Actual, reasonable, and necessary moving expenses may include the following:

- a) Transportation of personal property up to 50 miles from the site from which the business or nonprofit organization was displaced, except where relocation beyond 50 miles is justified.
- b) Packing, crating, unpacking, and uncrating personal property.
- c) Storage of personal property for a period up to 12 months, as determined by Metro to be necessary in connection with relocation.
- d) Insurance for the replacement value of personal property lost, stolen, or damaged while in storage or transit.
- e) Replacement value of property lost, stolen, or damaged (but not through neglect) in the process of moving, where insurance covering such loss, theft, or damage is not reasonably available.
- f) Disconnecting, dismantling, removing, reassembling, and reinstalling personal property, such as machinery, equipment, substitute personal property, and other personal property (including goods and inventory kept for sale) and connection to utilities available within the building.
- g) Modifications to personal property, including those mandated by federal, state or local law, code or ordinance, necessary to adapt the personal property to the replacement structure, replacement site, or the utilities at the replacement site, and modification necessary to adapt the utilities at the replacement site to the personal property.
- h) Any required license, permit, fee, or certification, as necessary, for the reestablishment of the business or organization at a new location. However, payment shall take into account the remaining useful life of any existing license, permit, or certification.
- i) Professional services (including, but not limited to, architects', attorneys', or engineers' fees, or consultants' charges) necessary for planning the move of personal property, moving the personal property, or installing relocated personal property at the replacement site.
- j) Professional services in connection with the purchase or lease of a replacement site, including feasibility surveys, soil testing, and marketing studies.



Re-lettering signs and replacing stationery on hand at the time of displacement that is made obsolete because of the move.

- k) e.
- l) Impact fees or one-time assessments for anticipated heavy utility usage.
- m) Connection to available nearby utilities from the right-of-way to improvements at the replacement site
- n) Impact fees or one-time assessments for anticipated heavy utility usage, as determined necessary by the Agency.

The City will reimburse businesses for moving expenses related to the cost to move personal property from the acquired site to the replacement site. All costs must be actual, reasonable, and necessary to allow the business to reestablish itself at the replacement location.

This is not an inclusive list of moving-related expenses. A Relocation Consultant will provide each business owner with a complete explanation of potentially reimbursable expenses. This list also is not a guarantee of reimbursable moving expenses. Each business owner should work closely with the assigned Relocation Consultant in advance of incurring any costs related to relocation to determine which expenses are likely to be eligible for reimbursement.

It is important that each occupant work closely with their Relocation Consultant so that costs are documented and presented to the City for review and pre-approval whenever possible. The City will exercise its discretion to decide which expenses relating to the businesses' move are eligible for reimbursement.

**Commercial/Professional Move.** A business owner may elect to hire professional or commercial movers to move personal property. The City may reimburse the business owner for the cost, based on the lower of two bids or estimates.

**Self-Move.** If a business owner agrees to take full responsibility for all or part of the move of the operation, rather than hiring a professional or commercial mover, the City may approve a payment not to exceed the lower of two acceptable bids or estimates obtained from qualified moving firms, or moving consultants. A low cost or uncomplicated move may be based on a single bid or estimate, at the City's discretion.

Before a business performs a self-move, the following must be provided to a Relocation Consultant: (a) two acceptable bids or estimates from moving professionals; (b) a certified inventory of all personal property to be moved; (c) the date the business intends to move; (d) the address of the replacement property; and (e) the opportunity to monitor and inspect the move.

**Direct Loss of Tangible Personal Property.** Displaced businesses may be eligible for a payment for the actual direct loss of tangible personal property, which is incurred because of the move or discontinuance of the operation. This payment may be based on the lesser of (a) the value of the item for continued use at the displacement site less the proceeds from its sale, or (b) the estimated reasonable cost of moving the item. A Relocation Consultant will explain this procedure in detail if this is a consideration.

**Substitute Personal Property.** Where an item of personal property, which is used in connection with an operation, is not moved but is replaced with a comparable item, the business may request reimbursement in an amount not to exceed the lesser of (a) the replacement cost, minus any net proceeds from its sale, or (b) the estimated cost of moving the original item.

**Low Value High Bulk Property.** If the City considers a personal property item to be of low value and high bulk (such as minerals, metals, rock, or topsoil), and moving costs are disproportionate to its value, the allowable moving cost payment shall not exceed the lesser of the amount which would be received if the personal property were sold at the site, or the replacement cost of a comparable quantity delivered to the new business location.



## 8.2 Searching Expenses for Replacement Property

Displaced businesses are entitled to reimbursement for actual, reasonable, and necessary expenses incurred in searching for a replacement property, not to exceed \$2,500. Such expenses may include transportation, meals, and lodging when away from home, the reasonable value of the time spent during the search, fees paid to real estate agents or brokers to locate a replacement site, the reasonable value of time obtaining permits and attending zoning hearings, and the reasonable value of time spent negotiating the purchase of a replacement site.

## 8.3 Business Reestablishment Expenses

A small business or nonprofit organization may be eligible for reimbursement, not to exceed \$25,000, for actual, reasonable, and necessary expenses incurred in relocating and reestablishing the operation at a replacement site.

Reestablishment expenses may include, but are not limited to, the following:

- a) Repairs or improvements to the replacement real property required by federal, state, or local laws, codes or ordinances.
- b) Modifications to the replacement real property to accommodate the operation or to make the replacement structures suitable for the operation.
- c) Construction and installation costs of exterior signs to advertise the operation.
- d) Redecoration or replacement of soiled or worn surfaces at the replacement site, such as painting, wallpapering, paneling, or carpeting.
- e) Advertisement of the replacement location.
- f) Estimated increased costs of operation at the replacement site during the first two years for items such as lease or rental charges, personal or real property taxes, insurance premiums, or utility charges (excluding impact fees).

The following is a nonexclusive listing of reestablishment expenditures not considered to be reasonable and necessary, or otherwise not eligible for reimbursement.

- a) Purchase of capital assets, such as office furniture, filing cabinets, machinery, or trade fixtures.
- b) Purchase of manufacturing materials, production supplies, production inventory, or other items used in the normal course of the operation.
- c) Interest on money borrowed to make the move or purchase the replacement property.
- d) Payment to a part-time business in the home that does not contribute materially to the household income.

## 8.4 Fixed Payment for Moving Expenses (In Lieu Payment)

Displaced businesses and nonprofit organizations may be eligible for a fixed payment in lieu of actual moving expenses, personal property losses, searching expenses, and reestablishment expenses. The fixed payment may not be less than \$1,000 or more than \$40,000. A business or nonprofit organization that is determined to be eligible for a fixed payment will be paid after it moves from the property that the City is acquiring and submits a claim for payment.



For a business to be eligible for a fixed payment, it must meet the following criteria, as determined by the City:

- a) The business owns or rents personal property that must be moved due to the displacement.
- b) The business cannot be relocated without a substantial loss of its existing patronage (e.g., clientele or net earnings).
- c) The business is not part of a commercial enterprise having more than three other entities engaged in the same or similar business activity, which are under the same ownership and are not being displaced by City.
- d) The business is not operated at a displacement site solely for the purpose of renting such site to others.
- e) The business contributed materially to the income of the displaced business operator during the two taxable years prior to displacement.

To establish eligibility for the fixed payment option, a business must (a) complete a Request for Determination of Entitlement form before moving, which is available from the Relocation Consultant; (b) provide a written statement of the reasons the operation cannot be relocated without a substantial loss of existing patronage; and (c) provide documentation supporting claimed net earnings for the two previous tax years.

Fixed payment eligibility requirements and payment computation for nonprofit organizations are slightly different from business requirements. The computation for nonprofit organizations differs in that the payment is computed based on average annual gross revenues less administrative expenses for the two-year period specified.

## 8.5 Move of Personal Property Only

Some persons rent space to store personal property. An owner of personal property has the option of moving the personal property by using a commercial mover or by performing a self-move as described below.

**Commercial/Professional Move.** An owner of personal property may elect to hire professional or commercial movers to move personal property. The City may reimburse the storage tenant for the cost, based on the lower of two bids or estimates.

**Self-Move.** If an owner of personal property agrees to take full responsibility for all or part of the move of the operation, rather than hiring a professional or commercial mover, the City may approve a payment not to exceed the lower of two acceptable bids or estimates obtained from qualified moving firms or moving consultants. A low cost or uncomplicated move may be based on a single bid or estimate, at the City's discretion.

Before a storage tenant performs a self-move, the following must be provided to the Relocation Consultant: (a) two acceptable bids or estimates from moving professionals; (b) a certified inventory of all personal property to be moved; (c) the date of the intended move; (d) the address of the replacement property; and the opportunity to monitor and inspect the move.





## **9.0 OTHER IMPORTANT INFORMATION**

### **9.1 Relocation Site Office**

The City will subcontract with various consulting firms to assist with acquisition and relocation services. The assigned Relocation Consultant will advise businesses of the consultant's availability and contact information. If needed, the City will make space available in the Project area for the relocation consultant to meet with the displacee.

### **9.2 Filing Claims**

Relocation expenses typically will be reimbursed after a displaced business submits to the Relocation Consultant a signed claim and all required documentation supporting the claim. Claims may be submitted as costs are incurred; displaced persons do not have to wait until their relocation is complete to submit claims for reimbursement. However, if necessary to minimize hardship to the occupant and facilitate relocation an advanced relocation claim may be processed and paid, if all documentation supporting the eligibility of the occupant has been received.

For tenants of property acquired by the City, all claims for relocation assistance must be submitted to the Relocation Consultant and filed with the City within 18 months after the displaced person vacates the property. A Relocation Consultant will work with each displaced business to properly document claims for reimbursement. The Relocation Consultant will submit each complete claim to the City for review and processing. The City will make every effort to provide reimbursement for any approved, eligible portion of that claim as soon as possible.

If the City denies all or a part of a claim for reimbursement, or if the City refuses to consider a claim, the City shall promptly notify the displaced person in writing of its determination, the basis for its determination, and the procedures for appealing the determination.

### **9.3 Relocation Payments Are Not Considered Income**

No relocation reimbursement received by a displaced person and/or business will be considered as income for the purpose of the Internal Revenue Code, or for determining the eligibility of a person and/or business for assistance under the Social Security Act, or any other federal law, except for any federal law providing low-income business.

Payments made by the City to a third party can be considered a taxable event. As a result, third-party payments may be subject to an IRS Form 1099 from the City.

### **9.4 Business Goodwill**

The owner of a business that is conducted on the property being acquired, may have a right to compensation for lost business goodwill if the loss is caused by the acquisition of the property and cannot reasonably be mitigated. "Goodwill" consists of the benefits that accrue to a business because of its location, reputation for dependability, skill, or quality, and any other circumstances resulting in probable retention of old or acquisition of new patronage.

A claim for potential Loss of Business Goodwill would be separate from any claim for relocation



assistance benefits and would not be provided as part of City's Relocation Policy and Procedures. Business owners will receive a letter from City's relocation consultant for more information regarding business goodwill.

Valid claims for Goodwill will be paid with non-federal funds in accordance with California State Law.

## **9.5 Nondiscrimination**

Under Title VII of the federal Civil Rights Act of 1968, discrimination based on race, color, religion, sex, or national origin in the purchase and rental of most residential units is illegal. The Act ensures that all services and benefits will be administered to the public without regard to race, religious creed, color, medical condition, sex, sexual orientation, gender identity, marital status, parental status, domestic partner status, age, national origin, ancestry, disability, veteran status, or any other basis protected by law.

## **9.6 General Information**

This summary of the City's Relocation Policy and Procedures has been provided as a courtesy by the City. It is intended to provide general information concerning the City's Relocation Policy and Procedures for the Project and to assist displaced persons or businesses in understanding their rights and benefits. Questions regarding the City's Relocation Policy or Procedures should be directed to the Relocation Consultant once the Consultant has been assigned.

Further details regarding federal and state relocation assistance and benefits are set forth in the federal Uniform Relocation Assistance and Real Property Acquisition Policies Act, 42 U.S.C. Sections 4601 et seq., and its implementing regulations, 49 CFR Part 24; the California Relocation Act, Govt. Code Sections 7260 et seq., and its implementing regulations, 25 Cal. Code Regs. Sections 6000 et seq.

## **9.7 Project Assurances**

The City is committed to providing relocation assistance to all eligible occupants who are required to relocate because of the Project. The City will not proceed with any approval of the project or other activity that will result in the displacement of any person, or business until it makes the following determinations:

- a) Fair and reasonable relocation payments will be provided to eligible persons in accordance with federal and state laws and guidelines.
- b) City has established Relocation Policy and Procedures offering the services described in applicable federal and state law and guidelines.
- c) Eligible persons will be adequately informed of the assistance, benefits, policies, practices and procedures, including grievance procedures.
- d) Adequate provisions have been made to provide orderly, timely, and efficient relocation of eligible persons without regard to race, color, religion, sex, marital status, or national origin with minimum hardship to those affected.



- e) No person will be displaced until City has fulfilled the obligations imposed by the applicable relocation regulations.
- f) This Final Relocation Plan meets the requirements of the California Code of Regulations, Title 25, Chapter 6.

City will contract with qualified Relocation Consultants for the following services:

- a) Provide current and continuing information on the availability, prices, and rentals of commercial properties and locations.
- b) Assist each eligible displaced business to complete applications for payments and benefits.
- c) Assist each eligible displaced business in obtaining and becoming established in a replacement location.
- d) Provide any services required to ensure that the relocation process does not result in different or separate treatment on account of race, color, religion, national origin, sex, marital status, familial status, or any basis protected by state or federal antidiscrimination laws, or any other arbitrary circumstances.
- e) Supply to such eligible business information concerning programs administered by the City and Small Business Administration offering assistance.
- f) Provide other advisory assistance to eligible business to minimize their hardships. As needed, such assistance may include counseling and referrals with regard to financing, employment, training, health and welfare, as well as other assistance.
- g) Inform all persons who are expected to be displaced about the eviction policies to be pursued in carrying out the Project.

## **9.8 Recordkeeping and Reports - General Provisions**

City requires, routine monitoring and evaluation of relocation files and records.

It is not the intent of City to increase administrative burdens, however, to obtain more accurate information and to monitor compliance with the Uniform Act more effectively, it is necessary to standardize relocation program reports and required documentation.

All relocation files must be maintained for at least three years after the latest of:

- The date by which all payments to persons displaced for the project and all payments for the acquisition of the real property have been issued;
- The date the project has been completed; or
- The date by which all issues resulting from litigation, negotiation, audit, or other action (i.e., civil rights compliance) have been resolved.

All project files will be maintained in a safe, off-site location for the duration of the retention period in accordance with the City's document retention policy.



## **CONFIDENTIALITY**

Documents are confidential unless required by law to be made available to the public. Only authorized staff of City or funding agencies will have access to them. The affected person can request (in writing) access to his or her own documents and will be allowed to inspect and copy such. The City has a right to determine that certain documents should not be disclosed to the person for reasons of confidentiality.

## **GENERAL RELOCATION FILE RECORDKEEPING REQUIREMENTS**

1. An accurate relocation record for each case must be maintained based on information obtained during initial and follow-up interviews with displace(s) including occupancy surveys and interview records and information obtained from other sources pertinent to the business displacement.
2. Individual relocation files must be maintained for all site occupants from initial contact through final payment.
3. Legal Status in the United States
4. Current rent/lease amount/terms
5. Date and method of Delivery of:
  - General Information Notice (GIN)
  - Acknowledgement Receipt of Explanation of Non-Residential Benefits
  - Relocation Assistance Informational Statement for Business, Farm & Nonprofit
  - Certificate of Lawful Presence
  - Notice of Eligibility
  - Vacate Notice
  - Certificate of Abandonment
6. Relocation Payments made - type and amounts
7. Vacate Date
8. Replacement site address
9. Other pertinent comments to indicate progress or complaint

## **9.9 Relocation Files**

Acquisition and relocation records will be retained for a minimum of three years after the Project is completed and closed out.

## **AVAILABILITY AND CONFIDENTIALITY OF RECORDS**

Records are considered confidential information, and the contents will only be available to authorized City staff, funding agency personnel or other audit staff. Upon written request, information may be released to affected persons or their designated representative.



## 10.0 RELOCATION APPEALS PROCESS

The City's Relocation Appeals Procedure will be described in all printed matter explaining City's Relocation Assistance Policy and Procedures, including the Informational Packets that are distributed to individual displaced business.

A displaced business right to appeal will also be mentioned whenever any verbal presentation is made at public hearings covering relocation assistance.

On relocation calls, the relocation Consultant will provide the following information to the displaced business:

- How to make an appeal;
- Appeals must be filed with the City no later than six months following the deadline for filing a claim for a relocation payment;
- The right to personally appear at all hearings;
- The right of appeal relates only to the Relocation Assistance Program and not to the market value of the property or to the terms of the acquisition agreement for the real estate;
- Appeal decisions will be made in writing;
- The City's Relocation Appeals Procedure and Appeal Form will be provided to the displacee upon request;
- The right of the displacee to pursue legal action after completion of the appeal process.
- Review of Files by Appellant

The following materials will be classified as confidential by City and not allowed to be inspected or copied by the appellant:

- The Relocation Case File
- Correspondence to and from Legal Counsel
- That additional material determined by City Legal Counsel, on a case-by-case basis, to be confidential and unavailable to the appellant

The City will set a reasonable time limit for the appellant to review the file, taking into consideration that Legal Counsel must first review the case file to determine which material is confidential and which is not. City may also charge reasonable fees for any copied material.



## **APPENDICES**





## APPENDIX A—INFORMATIONAL BROCHURE FOR NON-RESIDENTIAL DISPLACEES

### **Relocation Assistance Informational Statement For Business, Farm & Nonprofit**

(Federal-Map 21)

Displacing Agency:

**City of Inglewood**

Project Name:

**Inglewood Transit Connector Project**

Displacing Agency Representative:

**Si necesita esta información en español, por favor llame a su Consultante.**



## Informational Statement for Business, Farm & Non-Profit

(Federal-Map 21)

### Introduction

In building a modern transportation system, the displacement of a small percentage of the population is often necessary. However, it is the policy of the Displacing Agency, the City of Inglewood (City or Displacing Agency), that displaced businesses shall not suffer unnecessarily as a result of programs designed to benefit the public as a whole.

The property on which you now conduct your business is in an area that may be improved by, acquired for, or financed through a project being planned by the Displacing Agency. If and when the project proceeds, and it is necessary for you to move from the property, you may be eligible for certain benefits. 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 the relocation benefits you may receive under the law.<sup>1</sup> You will need to provide adequate and timely information to determine your relocation benefits. The information is voluntary, but if you don't provide it, you may not receive the benefits or it may take longer to pay you. We suggest you save this informational statement for reference.

The Displacing Agency has retained a relocation consulting firm (Relocation Consultant) to provide relocation assistance to you. The Relocation Consultant is available to explain the program and benefits. Their address and telephone number will be provided to you.

**PLEASE DO NOT MOVE PREMATURELY. THIS IS NOT A NOTICE TO VACATE THE PROPERTY.** However, if you desire to move sooner than required, you must contact your Relocation Consultant 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 the Displacing Agency's relocation assistance program.

**If you are a tenant-occupant, please continue to pay your rent to your current landlord, otherwise you may be evicted and jeopardize the relocation benefits to which you may be entitled to receive. Once the Displacing Agency acquires the property, you may also be required to pay rent to the Displacing Agency.**

---

<sup>1</sup> The Relocation Assistance process discussed in this Informational Statement complies with the Federal Uniform Relocation Assistance and Real Property Acquisitions Policies Act of 1970, as amended (URA) and California Relocation Act (Gov. Code 7260 *et seq.*). The full text of the Uniform Relocation Act can be found at <https://uscode.house.gov/view.xhtml?path=/prelim@title42/chapter61&edition=prelim>.



### **Summary of Available Relocation Assistance:**

**A.** Advisory assistance to explain the relocation process, the related eligibility requirements, the procedures for obtaining reimbursement for moving expenses and referrals to suitable replacement locations.

**B.** Payment for your moving expenses. You may receive one of the following options:

**Option 1: A Payment for Actual Reasonable Moving and Related Expenses; or**

**Option 2: A Fixed Payment In Lieu of a Payment for Actual Moving and Related Expenses**

**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 the Displacing Agency's decision as to your right to a relocation payment, or the amount of the payment, you may appeal that decision.

### **GENERAL RELOCATION QUESTIONS**

#### **1. How will I know I am eligible for relocation assistance?**

Ordinarily, eligibility begins on the date the owner of the property receives the Displacing Agency's initial written offer to purchase the property. Therefore, you should not move before that date or receiving a notice of eligibility. If you do, you may not be eligible for relocation assistance.

#### **2. How will the Displacing Agency know how much help I need?**

You will be contacted at an early date and personally interviewed by a representative of the Displacing Agency. The interviewer will want to get information about your current operation, as well as identify movable personal property and non-movable improvements, determine your needs and preferences for a replacement location, estimate the time required to vacate the premises and your need for advance payments. During the interview, you may want to discuss other issues relative to your move. It is to your advantage to provide as much information as possible so that the Displacing Agency, through its relocation consultant, can assist you in moving with a minimum of hardship. The information you give will be kept in confidence.

#### **3. How Soon Will I Have to Move?**

Every reasonable effort will be made to provide you with sufficient time to find a suitable replacement location and reestablish your business. 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 90 days advance written notice. It is important, however, that you keep in close contact with the Displacing 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.



#### **4. I Own the Property. Will I Be Paid for It Before I Have to Move?**

If you reach a voluntary agreement to sell your real property to the Displacing Agency, you will not be required to move before you receive the agreed purchase price. If the real property is acquired through an eminent domain proceeding, you cannot be required to move before the estimated fair market value of the real property has been deposited with the court. (You should be able to withdraw this amount immediately, less any amounts necessary to pay off any mortgage or other liens on the property and to resolve any special ownership problems. Withdrawal of your share of the money will not affect your right to seek additional compensation for your real property).

#### **5. Will I Have to Pay Rent to the Displacing Agency Before I Move?**

You may be required to pay a fair rent to the Displacing 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.

#### **6. How Will I Find a Replacement Location?**

Your relocation consultant will provide you with current and continuing information on available replacement locations that meet your needs. You will also be provided with the names of local real estate Consultants and brokers who can assist you in finding the type of replacement location you require. However, you are urged to take an active role in identifying, and relocating to, a location of your choice. No one knows your needs better than you do. 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. Your relocation consultant will explain which kind of moving costs are eligible for reimbursement and which are not eligible. That will enable you to carry out your move in the most advantageous manner.

#### **7. What Other Assistance Will Be Available to Help Me?**

In addition to help in finding a suitable replacement location, your relocation consultant will help you secure the services of outside specialists, as necessary, to plan the move, as well as provide assistance during the actual move and in the reinstallation of machinery and/or other personal property. The range of services depends on the needs of the business being displaced. You should ask the Displacing Agency's relocation consultant to tell you about the specific services that will be available to you.

#### **8. I Have a Replacement Location and Want to Move. What Should I Do?**

Before you make any arrangements to move, notify the Displacing Agency's relocation consultant, in writing, of your intention to move. This should be done at least 30 days before the date you begin your move. The Displacing Agency 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.

#### **9. I Plan to Discontinue My Business Rather than Move. What Should I Do?**

If you have decided to discontinue your business rather than reestablish it, you may still be eligible



to receive a payment. Contact the Displacing Agency's relocation consultant 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.

## **10. What Kinds of Payments for Moving Expenses Will I Receive?**

Every business is eligible for a relocation payment to cover the reasonable cost of moving. Assuming you meet certain eligibility criteria, you may choose one of the following options:

*Option 1: A Payment for Actual Reasonable Moving and Related Expenses; or*

*Option 2: A Fixed Payment In Lieu of Moving and Related Expenses*

These payment options are described below:

### ***Option 1: 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:

1. 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 50 miles, discuss your planned move with the Displacing Agency.)
2. Packing, crating, uncrating, and unpacking personal property.
3. Disconnecting, dismantling, removing, reassembling, and reinstalling relocated machinery, equipment, and other personal property, and certain substitute personal property. This includes connection to utilities available within the building. It also includes modifications to the personal property, including those mandated by Federal, State or local law, code or ordinance, necessary to adapt it to the replacement structure, the replacement site, or the utilities at the replacement site, and modifications necessary to adapt the utilities at the replacement site to the personal property.
4. Storage of the personal property determined to be necessary by the Displacing Agency, not to exceed 12 months, unless the Displacing Agency determines that a longer period is warranted.
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 (not through fault or negligence of the displaced person, his or her Consultant or employee), where insurance covering such loss, theft or damage is not reasonably available.
7. Any license, permit, fees or certification required of your business at the replacement location. However, the payment may be based on the remaining useful life of the existing license, permit, fees or certification.
8. Reasonable and preauthorized professional services, the Displacing Agency determines to be 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 signs and replacing stationary on hand at the time of displacement that is made obsolete



as a result of the move.

10. Actual direct loss of personal property incurred as a result of moving or discontinuing your business. The payment will consist of the lesser of:
  - (i) The fair market value in place of the item, as is for continued use at the displacement site, less the proceeds from its sale. (To be eligible for payment, you must make a good faith effort to sell the personal property, unless the Displacing Agency 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 on the cost of the goods to the business, not the potential selling price.); or
  - (ii) The estimated cost of moving the item as is, but with no allowance for storage; or for reconnecting a piece of equipment if the equipment is in storage or not being used at the acquired site. (If you elect to discontinue your business, the estimated cost will be based on a moving distance of 50 miles.)
11. Purchase of substitute personal property. If an item of personal property which is used as part of your business is not moved but is promptly replaced with a substitute item that performs a comparable function at the replacement site, you will be entitled to payment for the lesser of:
  - (i) The cost of the substitute item, including installation costs at the replacement site, minus any proceeds from the sale or trade-in of the replaced item; or
  - (ii) The estimated cost of moving and reinstalling the replaced item but with no allowance for storage. At the Displacing Agency's discretion, the estimated cost for a low cost or uncomplicated move may be based on a single bid or estimate.
12. The reasonable cost incurred in attempting to sell an item that is not relocated.
13. Searching for a replacement location. Your business is entitled to reimbursement for actual expenses, not to exceed \$2,500 as the Displacing Agency determines to be reasonable, which are incurred in searching for a replacement location including:
  - Transportation expenses
  - Time spent searching for a replacement location, based on a reasonable salary or earnings
  - Reasonable fees paid to real estate Consultants or brokers to find a replacement location (not fees related to the purchase of a site)
  - Meals and lodging away from home

The Displacing Agency 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 Displacing 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 the Displacing Agency. If you self-move, you may move your personal property using your own employees and equipment or a commercial mover. If you and the Displacing 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 the Displacing Agency or, if you prefer, you may have the Displacing Agency pay the mover directly. In either case, let the Displacing Agency





know before you move. Select your mover with care. The Displacing Agency 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 the Displacing Agency. If not sold or traded-in, the item must remain at the old location and ownership of the item must be transferred to the Displacing Agency before you may receive the payment.

In addition to the reimbursable expenses described above, a small business, farm or non-profit organization may be eligible to receive a payment of up to \$25,000 for expenses actually incurred in relocating and reestablishing such operation at a replacement site. Eligible expenses must be reasonable and necessary, as determined by the Displacing Agency. They may include but are not limited to the following:

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

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

- Purchase of capital assets, such as, office furniture, filing cabinets, machinery or trade fixtures.
- Purchase of manufacturing materials, production supplies, product inventory, or other items used in the normal course of the business operation.
- Interior or exterior refurbishment at the replacement site, except as otherwise provided for under



the business reestablishment payment.

- Interest costs associated with any relocation expense or the purchase of replacement property.
- Payment to a part-time business in the home which does not contribute materially to the household income.

***Option 2: Fixed Payment In Lieu of a Payment for Actual Reasonable Moving and Related Expenses***

A displaced business, non-profit organization or farm may be eligible to choose a fixed payment in lieu of the payments for actual moving and related expenses and actual reasonable reestablishment expenses. The payment may not be less than \$1,000.00 or more than \$40,000.00. For a business or farm, the payment is based on the average annual net earnings before Federal, State and local income taxes during the 2 taxable years immediately prior to the taxable year in which it was displaced. For a non-profit organization, the payment is based on the average of 2 years annual gross revenues less administrative expenses.

In order to qualify for this payment, the Displacing Agency must determine that:

**A displaced business:**

1. Is not operated solely for rental purposes.
2. Cannot be relocated without a substantial loss of its existing patronage, based on a consideration of all pertinent circumstances including such factors as the type of business conducted, the nature of clientele, the relative importance to the displaced business of its present and proposed location, and the availability of a suitable relocation site.
3. Is not part of a commercial enterprise having no more than three (3) other establishments which are not being acquired for a project and which is engaged in the same or similar business activities.
4. Had average annual gross receipts of at least \$5,000.00 during the two taxable years prior to displacement; or the business had average annual net earnings of at least 1,000.00 during the two taxable years prior to displacement; or the business contributed at least 33 1/3 percent of the total gross income of the owner(s) during each of the two taxable years prior to displacement.

**A displaced nonprofit organization:**

1. Cannot be relocated without a substantial loss of its existing patronage (the term "existing patronage" as used in connection with a nonprofit organization includes the membership, persons, community, or clientele served or affected by the activities of the nonprofit organization); and,
2. Is not a part of an enterprise having more than three (3) other establishments not being acquired which is engaged in the same or similar activity.

**A displaced farm operation:**

1. Must meet the definition of a farm operation prior to its acquisition.

The average annual net earnings of a business or farm operation are 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 Displacing 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 the Displacing Agency proof of net earnings through income tax returns, certified financial statements, or other reasonable evidence which the Displacing Agency determines is satisfactory.

For a qualified non-profit organization, gross earnings may include membership fees, class fees, cash donations, tithes and receipts from sales or other forms of fund collection that enables the non-profit organization to operate. Administrative expenses are those for administrative support such as rent, utilities, salaries, advertising and other like items as well as fund raising expenses. Operating expenses for carrying out the purposes of the non-profit organization are not included in administrative expenses. The monetary receipts and expense amounts may be verified with certified financial statements or financial documents required by public agencies.

The Displacing Agency will inform you as to your eligibility for this payment option and the documentation you must submit to support your claim. Remember, when you elect to take this payment option you are not entitled to reimbursement for any other moving expenses, i.e., **Option A** described above.

## **11. I Own an Outdoor Advertising Display. What Relocation Payment Will I Receive?**

As the owner of an outdoor advertising display, you are eligible for a Relocation Payment for Actual Reasonable Moving and Related Expenses. You are not eligible to receive a Payment In Lieu Of a Payment for Actual Reasonable Moving and Related Expenses.

If you choose not to relocate or replace the sign, the payment for "direct loss of personal property" would be the lesser of: (1) the depreciated reproduction cost of the sign, as estimated by the Displacing Agency, less the proceeds from its sale, or (2) the estimated cost of moving the sign without temporary storage. The Displacing Agency will inform you as to the exact costs that may be reimbursed.

## **12. How do I File a Claim for a Relocation Payment?**

You must file a claim for a relocation payment. The Displacing Agency 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 the Displacing Agency. 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 after the date you move. If you own the property, you must file within 18 months after 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 Displacing 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.



### **13. Non-Discrimination**

No person shall on the grounds of race, color, national origin or sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under the Displacing Agency's relocation assistance program pursuant to Title VI of the Civil Rights Act of 1964, Title VIII of the Civil Rights Act of 1968, and other applicable state and federal anti-discrimination laws. You may file a complaint if you believe you have been subjected to discrimination. For details contact the Displacing Agency.

### **14. Appeals**

Any person aggrieved by a determination as to eligibility for, or the amount of, a payment authorized by the Displacing Agency's Relocation Assistance Program may have the appeal application reviewed by the Displacing Agency in accordance with its appeals procedure. Complete details on appeal procedures are available upon request from the Displacing Agency.

### **15. Tax Status of Relocation Benefits**

California Government Code Section 7269 indicates no relocation payment received shall be considered as income for the purposes of the Personal Income Tax Law, Part 10 (commencing with Section 170 01) 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. Furthermore, federal regulations (49 CFR Part 24, Section 24.209) also indicate that no payment received under this part (Part 24) shall be considered as income for the purpose of the Internal Revenue Code of 1954, which has been re-designated as the Internal Revenue Code of 1986. Federal dollars are anticipated for this project. Therefore, federal regulations may apply and the IRS may consider relocation payments as income.

**The preceding statement is not tendered as legal advice in regard to tax consequences, and displacees should consult with their own tax advisor or legal counsel to determine the current status of such payments.**

*(IRS Circular 230 disclosure: To ensure compliance with requirements imposed by the IRS, we inform you that any tax advice contained in this communication (including any attachments) was not intended or written to be used, and cannot be used, for the purpose of (i) avoiding tax-related penalties under the Internal Revenue Code or (ii) promoting marketing or recommending to another party any matters addressed herein)*

### **16. Additional Information**

If you have further questions after reading this brochure, contact the Displacing Agency or your assigned Relocation Consultant to discuss your concerns. . You may wish to review the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 as Amended which describe the relocation process in more detail.



## APPENDIX B—PROJECT OCCUPANT LETTER TEMPLATE

February { }, 2022

{Occupant/Business Name}  
{Business Address}  
Inglewood, CA 90301

**RE: Inglewood Transit Connector Project – Occupant Survey**  
**Property Address: {Insert Affected Parcel Address(es)}**  
**APN(s): {Insert Affected Parcel APN(s)}**

Dear {Occupant Name} or Current Occupant:

The City of Inglewood (“City”) is proposing to construct the Inglewood Transit Connector Project (“ITC Project”) in your area to provide new transit connectivity, reduce traffic congestion, and enhance quality of life. The ITC Project is an approximately 1.6 mile fully elevated, automated, fixed-guideway transit system extending from the Metro Crenshaw/LAX Line (“K” Line) to The Forum, SoFi Stadium, Hollywood Park, and the future Intuit Dome. The ITC Project would include three new transit station at Market Street and Florence Avenue, Prairie Avenue and Manchester Boulevard, and Prairie Avenue and Hardy Street.

The ITC Project is now undergoing the environmental clearance process under the California Environmental Quality Act and the National Environmental Policy Act. This process requires significant planning and analysis efforts. Furthermore, while the City has secured state and regional money for a portion of the ITC Project, significant additional funding must be obtained before ITC Project construction can begin.

Nevertheless, to facilitate ITC Project planning efforts, the City is preparing a Relocation Plan (“Plan”) for the ITC Project. Relocation Plans are an important planning tool and a standard part of the planning process for major transportation projects. The purpose of the Plan is to identify the needs and considerations of occupants potentially needing relocation assistance. The City will be working with the consultant firm Epic Land Solutions, Inc. (“EPIC”) to help with outreach to occupants as part of the Plan preparation.

If the ITC Project is approved and ultimately funded, the property where your business is located may be impacted. Therefore, in coming weeks, the City needs to gather information from you to assess your potential relocation needs and the availability of comparable replacement sites for your business. We ask that you please complete the survey form provided with this letter and mail the document to the following address:

Epic Land Solutions, Inc.  
1971 West 190<sup>th</sup> Street, Suite 200  
Torrance, CA 90504  
Attn: Eddie Quintero

You may also scan and e-mail the completed survey to [equintero@epicland.com](mailto:equintero@epicland.com).

You do have the option to request that the City (through the City’s consultant, EPIC) contact you to complete the survey by telephone. If you choose that option or have any other questions regarding the survey, please contact Eddie Quintero at (310) 626-4843.

**Please complete and return the attached survey by {insert date}.**

Again, the purpose of the survey is only to gather information about your business to assist with drafting the Plan (and all information collected will be used solely for that purpose). The City’s goal is to gather enough



information to ensure that we address your specific needs and requirements in the City's planning efforts.

Since the ITC Project area is only being studied, ***THIS IS NOT A NOTICE TO VACATE. PLEASE CONTINUE COMPLYING WITH YOUR CURRENT RENTAL AND/OR LEASE OBLIGATIONS. THIS LETTER DOES NOT CONSTITUTE AN OFFER TO ACQUIRE YOUR PROPERTY NOR DOES IT REQUIRE YOU TO MOVE OR ENTITLE YOU TO RELOCATION BENEFITS (WHICH YOU COULD BE ENTITLED TO SHOULD THE ITC PROJECT ADVANCE).***

Please contact Eddie Quintero at (310) 626-4843 from EPIC if you have questions or concerns regarding this letter and the work being performed by EPIC. You can also direct inquiries to the City by contacting [inglewoodtransitconnector@cityofinglewood.org](mailto:inglewoodtransitconnector@cityofinglewood.org) (with the words "Relocation Plan" in the subject line).

ITC Project information has been presented at public meetings throughout the environmental process. Should you wish to obtain more information about the ITC Project and the environmental process, please either contact [inglewoodtransitconnector@cityofinglewood.org](mailto:inglewoodtransitconnector@cityofinglewood.org) or visit the ITC Project website at <http://envisioninglewood.org/transportation-solutions/itc/>.

Sincerely,

A handwritten signature in black ink, appearing to read "Louis Atwell".

Louis Atwell, P.E.  
Public Works Director and Assistant City Manager





## APPENDIX C—NON-RESIDENTIAL INTERVIEW/SURVEY SAMPLE

### CITY OF INGLEWOOD - Inglewood Transit Connector Project Non-Residential Survey

☐ Tenant ☐ Owner/Occupant

Interviewer Name: \_\_\_\_\_

Date: \_\_\_\_\_

Name of Business: \_\_\_\_\_

Street Address: \_\_\_\_\_

Unit Number: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

1. Name of person completing survey: \_\_\_\_\_

a) Do you own the business: Yes ☐ No ☐

If yes, please list additional owners:

\_\_\_\_\_

If no, please list  
owner(s): \_\_\_\_\_

2. Language Preferred: \_\_\_\_\_

3. Race of business owner(s): White ☐ Black or African American ☐ Hispanic/Latino ☐  
Asian ☐ Native Hawaiian or Pacific Islander ☐ American Indian or Alaska Native ☐

4. Mailing Address (if different from street address, above):

\_\_\_\_\_

\_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

\_\_\_\_\_

5. Phone No: (\_\_\_\_) \_\_\_\_-\_\_\_\_ Cell: (\_\_\_\_) \_\_\_\_-

\_\_\_\_\_

Fax No: \_\_\_\_\_

E mail \_\_\_\_\_

6. Type of Business Operation (Check all that apply): Retail ☐ Manufacturing ☐ Service ☐  
Wholesale ☐

Other: \_\_\_\_\_

7. Type of Business Structure?

Sole Proprietorship ☐ Partnership ☐ Corp ☐ Franchise ☐ Non-Profit ☐  
LLC ☐



## Operations

8. Describe your business and the goods and/or services that you provide: \_\_\_\_\_  
\_\_\_\_\_

9. Where do your customers come from? Local ☐ Distant ☐ Internet ☐ Other ☐  
\_\_\_\_\_

10. How do your customers get to your business? Car ☐ Bus ☐ Walk ☐ Other ☐  
\_\_\_\_\_

11. How long have you been operating this business? Years \_\_\_\_\_ Months \_\_\_\_\_

12. How long have you been at this location? Years \_\_\_\_\_ Months \_\_\_\_\_

13. Do you have any additional locations for this business? Yes ☐ No ☐

14. Do you have another, or other business(s), located elsewhere? Yes ☐ No ☐

14a. If so, where? \_\_\_\_\_  
\_\_\_\_\_

15. What are your normal business hours and days of operation  
\_\_\_\_\_

16. How many employees do you have? Full -Time \_\_\_\_\_ Part-Time \_\_\_\_\_

17. How many of your employees live within the City? \_\_\_\_\_  
\_\_\_\_\_

## Current Facility (Physical Features)

18. Site

18a. Total land area square footage \_\_\_\_\_ sf

18b. Parking spaces for business \_\_\_\_\_

19. Buildings/Outside Work Areas

19a. Sales \_\_\_\_\_ sf

19b. Office \_\_\_\_\_ sf

19c. Warehouse \_\_\_\_\_ sf

19d. Manufacturing \_\_\_\_\_ sf  
(workshop)



19e. Yard \_\_\_\_\_ sf

19f. Other (specify) \_\_\_\_\_ sf for \_\_\_\_\_

19g. TOTAL \_\_\_\_\_ sf

20. Does your business have special zoning requirements, e.g. variance, conditional use permit? Yes ☐ No ☐

20a. Does your business have a beer/wine license and/or liquor license? Yes ☐ No ☐  
Not applicable ☐

20b. If yes to either of the above, please explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

21. Do you Lease or Own the property? (Check appropriate column)

	No. Years	No. Months
Own <input type="checkbox"/> (answer #20 below)		
Lease <input type="checkbox"/> (answer # 21 below)		

22. Ownership

22a. Are you the sole owner of the property? Yes ☐ No ☐

If no, provide other property owner(s)/interest entities  
names: \_\_\_\_\_

22b. Do you lease a portion or all of the property? Portion ☐ All ☐ None ☐

23. Leasing (Tenants)

23a. If you lease the land, what is your current monthly lease payment \$ \_\_\_\_\_

23b. Do you have a Lease Agreement: Yes ☐ No ☐

23c. When does your lease end? (write in month/day/year)  
\_\_\_\_\_

23d. Do you have any option to extend the lease? Yes ☐ No ☐

If yes, please explain:  
\_\_\_\_\_

23e. Are there residents living on the premises? Yes ☐ No ☐



If yes, please explain:

23f. Do you sublease to others? Yes ☐ No ☐

If yes, please explain:

23g. Provide Landlord information: \_\_\_\_\_

### Equipment and Tenant Improvements

24. Do you have any specialized equipment that would need to be moved? Yes ☐ No ☐

If yes, please explain:

25. Did you perform any tenant improvements to the building: Yes ☐ No ☐

25a. Do you own all or part your tenant improvements, please explain:

26. Hazardous Materials – Does your business use any material which may be considered hazardous such as dry-cleaning fluids, coolants, motor oil, paint, combustible liquid, etc.? Yes ☐ No ☐

### Replacement Site Requirements

27. If displaced, do you have a preferred area or site where you would like to relocate? Yes ☐ No ☐

27a. If yes, where are the areas and/or sites?

28. Which of the following location/access requirements are important? (check all that apply) Near airport ☐

Near public transportation ☐ Near railroad line ☐ Near major truck route ☐  
Sidewalk access ☐

High visibility site ☐ Other: \_\_\_\_\_



29. What type of shipping and receiving accommodation do you need? Docks ☐ RR Spur ☐

Designated Load/Unload ☐ Other (specify) \_\_\_\_\_

\_\_\_\_\_

30. Do you have any disabled employees? Yes ☐ No ☐

30a. If yes, please explain: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



## APPENDIX D—SITE PHOTOS



MK-201-01 ,-02, -03, -04;





MK-202-01, -02, -03, -04, -05



MK-201-01, -02, -03, -04; MK-202-01, -02, -03, -04, -05





MK-202-04 and -05; MK-204-01, -02, -03; MK-205-01 and -02



MA-301



MK-207



PR-403-01, -02





PR-410-01, -02

**APPENDIX E—INGLEWOOD TRANSIT CONNECTOR MASTER PARCEL LIST**

[Source: Project Real Estate Acquisition Management Plan (RAMP)]

LOCATION	NO. OF PROP ACQU.	PARCEL NO.	PROJECT NEED DATE	FA	PA	PAE	PRE	PSE	PBE	PUE	TCE	R0E	TAE	NO. OF RELO	PROJECT USE/COMMENTS	OWNER/SITE ADDRESS	IDENTIFIED OCCUPANT DISPLACED
<b>METRO STATION DOWNTOWN INGLEWOOD</b>	1	MK-101-01 thru 05	05/30/24						1		1				PED BRIDGE CONNECTION TO METRO STATION	LACMTA 317-333 E FLORENCE AVENUE	
<b>MARKET STREET/FLORENCE AVE STATION</b>	1	MK-201-01, -02, -03, -04	03/01/24	1										11	MARKET STREET STATION	INGLEWOOD CENTER 310 E FLORENCE AVENUE / N MARKET STREET 254	(1) ANTOJITOS MARTIN SNACK & JUICE BAR (2) HOUSE OF TACOS (3) WATER 4 U (4) LET'S DREAM 2 INC. (D'MENANCE COPY & COMM.) (5) AMAR'S WHOLESALE FLOWERS (6) NEW ORLEANS BREAKFAST TAKE OUT / RED'S FLAVOR TABLE TAKE-OUT (7) SILK NAILS (8) CASH ADVANCE AMERICA (9) INGLEWOOD OPTOMETRIC CENTER (10) EM ART INC. DBA INGLEWOOD BEAUTY SUPPLY (11) EM ART INC. DBA INGLEWOOD BEAUTY SALON
	1	MK-202-01, -02, 03, -04, -05	03/01/24	1										1	MARKET STREET STATION	DMW DEVELOPMENT CO. 300 E. FLORENCE AVENUE	FIESTA MARTIN BAR & GRILL
		MK-202-02 and -03	06/01/24											1	MARKET STREET STATION	DMW DEVELOPMENT CO 224 N MARKET STREET	GMD STORE
		MK-202-04 and -05	06/01/24											5	MARKET STREET STATION	DMW DEVELOPMENT CO 200-210 N MARKET STREET	(1) WESTCHESTER DENTAL CARE (2) RANDY'S DONUTS AND CHINESE FOOD LLC (3) LUXE GOLD SALON (4) CITIFUND TAX FINANCIAL & NOTARY (5) SELWYN'S JEWELRY
	1	MK-203	03/01/24	1										1	MARKET STREET STATION	250 MARKET 199K, LP 250 N MARKET STREET	O'REILLY AUTO PARTS
	1	MK-204-01, -02, -03,	01/01/24	1										1	MARKET STREET STATION	STEPHEN F. BURNS / JUDITH A. BURNS / SCOTT F. BURNS (TIC) 230-234 N MARKET STREET	DD'S DISCOUNT STORE
	1	MK-205-01, -02	12/31/25	1										1	MARKET STREET STATION	INGLEWOOD PORTFOLIO, LLC 222 N MARKET STREET	CVS PHARMACY
	1	MK-208	06/01/24									1			SIDEWALK IMPROVEMENTS	INGLEWOOD MARKET GATEWAY LLC 205 N MARKET STREET	
	1	MK-209	06/01/24									1			SIDEWALK IMPROVEMENTS	INGLEWOOD CAPITAL LLC 157 N MARKET STREET	
<b>MAINTENANCE AND STORAGE FACILITY (MSF)</b>	1	MA-301	05/30/24		1									3	MAINTENANCE & STORAGE FACILITY	VONS COMPANIES, INC. 500 E. MANCHESTER	(1) VONS & STARBUCKS (IN VONS) (2) PLANET FITNESS (3) US BANK (IN VONS)



## Inglewood Transit Connector Master Parcel List [Source: Project Real Estate Acquisition Management Plan (RAMP)]

LOCATION	NO. OF PROP ACQU.	PARCEL NO.	PROJECT NEED DATE	FA	PA	PAE	PRE	PSE	PBE	PUE	TCE	R0E	TAE	NO. OF RELO	PROJECT USE/COMMENTS	OWNER/SITE ADDRESS	IDENTIFIED OCCUPANT DISPLACED
GUIDEWAY / SURFACE PARKING FROM MARKET/ MANCHESTER TO MANCHESTER/ PRAIRIE	1	MK-206	05/30/24	1											SURFACE PARKING LOT	INGLEWOOD REDEVELOPMENT AGENCY	
	1	MK-207	05/30/24	1										2	GUIDEWAY AND SURFACE PARKING LOT	KWANG TAE KO / SUNGE HEE KO (JT) 150 S. MARKET STREET	(1) WORLD HAT AND BOOT MART (2) SIMPLE MOBILE
	1	MA-306	08/07/25				1				1				DRIVEWAY / SIDEWALK IMPROVEMENTS	FURST ENTERPRISES GROUP C LLC 401 E. MANCHESTER BOULEVARD #105	
	1	MA-307	08/07/25								1				DRIVEWAY / SIDEWALK IMPROVEMENTS	G & M GAPCO LLC 501 E. MANCHESTER BOULEVARD	
	1	MA-308	08/07/25								1				DRIVEWAY / SIDEWALK IMPROVEMENTS	CONROY BRIAN F; CONROY FAMILY TRUST 604 E. MANCHESTER BOULEVARD	
	1	MA-309-01, -02	08/07/25					1							SIDEWALK IMPROVEMENTS	ARTIC ALLIANCE LLC 656 E. MANCHESTER BOULEVARD / 660 E. MANCHESTER BOULEVARD	
	1	MA-310	08/07/25								1				DRIVEWAY / SIDEWALK IMPROVEMENTS	LEE EUNICE HEE & JOHN SOON 700 E. MANCHESTER BOULEVARD	
	1	MA-311	08/07/25								1				DRIVEWAY / SIDEWALK IMPROVEMENTS	JARA CESAR 708 E. MANCHESTER BOULEVARD	
	1	MA-312	08/07/25								1				DRIVEWAY / SIDEWALK IMPROVEMENTS	PROTECTOR FRANK R; CTD FAMILY TRUST 712 E. MANCHESTER BOULEVARD	
	1	MA-313-01, -02	08/07/25								1				DRIVEWAY / SIDEWALK IMPROVEMENTS	THE BELLANTE FAMILY TRUST 716 E. MANCHESTER BOULEVARD / 720 E. MANCHESTER BOULEVARD	
	1	MA-314	08/07/25									1			SIDEWALK IMPROVEMENTS	KEMP GERALDINE; GERALDINE KEMP TRUST 713 E. MANCHESTER BOULEVARD	
	1	MA-315	08/07/25									1			SIDEWALK IMPROVEMENTS	VALENZUELA SR, RICARDO; VALENZUELA, ANA M 721 E. MANCHESTER BOULEVARD	
	1	MA-316-01, -02	08/07/25							1					UTILITY EASEMENT	NED YAMIN, YAMIN FAMILY TRUST STONESTREAM PROPERTIES 801 E. MANCHESTER BOULEVARD	
	1	MA-317	08/07/25								1				DRIVEWAY / SIDEWALK IMPROVEMENTS	GULF ALLIANCE, LLC 802 E. MANCHESTER BOULEVARD	
	1	MA-318-01, -02	08/07/25								1				DRIVEWAY / SIDEWALK IMPROVEMENTS	JOHNSON RAYMONT H 808 E. MANCHESTER BOULEVARD / 814 E. MANCHESTER BOULEVARD	
	1	MA-319	08/07/25									1			SIDEWALK IMPROVEMENTS	LIU BONNIE Y; LIU CORPORATION 831 E. MANCHESTER BOULEVARD	

**Inglewood Transit Connector Master Parcel List** [Source: Project Real Estate Acquisition Management Plan (RAMP)]

LOCATION	NO. OF PROP ACQU.	PARCEL NO.	PROJECT NEED DATE	FA	PA	PAE	PRE	PSE	PBE	PUE	TCE	R0E	TAE	NO. OF RELO	PROJECT USE/COMMENTS	OWNER/SITE ADDRESS	IDENTIFIED OCCUPANT DISPLACED
MANCHESTER / PRAIRIE STATION	1	PR-401-01, -02	10/30/23	1											MANCHESTER / PRAIRIE STATION	RAISING CANE'S RESTAURANTS, L.L.C. 816 E MANCHESTER BLVD / 401 S. PRAIRIE AVE	
PRAIRIE AVE STREET REALIGNMENT & GUIDEWAY CONSTRUCTION	1	PR-402	12/31/23				1	1			1				STREET REALIGNMENT / PED BRIDGE CONNECTION (MANCHESTER)	MSG FORUM LLC 3900 W MANCHESTER BLVD	
	1	PR-403-01, -02	12/31/23				1	1			1				STREET REALIGNMENT	PINCAY RE, LLC 1000 S. PRAIRIE AVE / 600 S. PRAIRIE AVE	
	1	PR-404	12/31/23				1	1			1				STREET REALIGNMENT / PED BRIDGE CONNECTION (HARDY)	HOLLYWOOD PARK RESIDENTIAL INVESTORS, LLC 1000 S. PRAIRIE AVE / 600 S. PRAIRIE AVE	
	1	PR-405	12/31/23				1	1			1				STREET REALIGNMENT	CITY OF INGLEWOOD INTERMODAL TRANSIT FACILITY	
	1	PR-406-01, -02	12/31/23			1					1				APM GUIDEWAY AND COLUMNS	RPVOGE INVESTMENTS LLC 923-937 S. PRAIRIE AVENUE	
	1	PR-407-01, -02	12/31/23			1	1				1				APM GUIDEWAY AND COLUMNS	8719 AVIATION STORAGE LLC 945 S PRAIRIE AVE	
	1	PR-408	12/31/23			1	1				1			1	APM GUIDEWAY AND COLUMNS	TITAN PROPERTY MGT. LLC 1003 S PRAIRIE AVENUE	PEAK PERFORMANCE TRAINING CENTER
	1	PR-409	12/31/23			1	1				1				APM GUIDEWAY AND COLUMNS	MARGARET PAPA ZIAN 1007 S. PRAIRIE AVE	
	1	PR-411	06/15/26								1				SIDEWALK IMPROVEMENTS	PROTECTOR FRANK R; CTD FAMILY TRUST 503 S. PRAIRIE AVENUE	
	1	PR-412	06/15/26				1				1				DRIVEWAY / SIDEWALK IMPROVEMENTS	MILES KOYNE L (CO-TR); MILES FAMILY TRUST 601 S. PRAIRIE AVENUE	
	1	PR-413	06/15/26				1				1				DRIVEWAY / SIDEWALK IMPROVEMENTS	HP CAPITAL INVESTMENTS INC & LA CASA INVESTMENTS LLC 613 S. PRAIRIE AVENUE	
	1	PR-414	06/15/26				1				1				DRIVEWAY / SIDEWALK IMPROVEMENTS	WHITE AND DAY INC 619 S. PRAIRIE AVENUE	
	1	PR-415-01, -02	06/15/26									1			DRIVEWAY / SIDEWALK IMPROVEMENTS	SMITH WESLEY AND RITA M TRS; SMITH TRUST 701 S. PRAIRIE AVENUE / 703 S. PRAIRIE AVENUE	
	1	PR-416	06/15/26									1			DRIVEWAY / SIDEWALK IMPROVEMENTS	CALDERON GERARDO & VIDAL 713 S. PRAIRIE AVENUE	
	1	PR-417	06/15/26									1			DRIVEWAY / SIDEWALK IMPROVEMENTS	GRACEBAY EQUITIES LLC 715 S. PRAIRIE AVENUE	
	1	PR-418-01, -02	06/15/26				1				1				DRIVEWAY / SIDEWALK IMPROVEMENTS	FITZPATRICK EARL S CO TR W F 801 S. PRAIRIE AVENUE / 803 S. PRAIRIE AVENUE	
	1	PR-419	06/15/26									1			DRIVEWAY / SIDEWALK IMPROVEMENTS	JP TERMITE INC 813 S. PRAIRIE AVENUE	
	1	PR-420	06/15/26									1			DRIVEWAY / SIDEWALK IMPROVEMENTS	PATEL SHANKARBHAI R & PADMABEN S 823 S. PRAIRIE AVENUE	
	1	PR-421	06/15/26									1			DRIVEWAY / SIDEWALK IMPROVEMENTS	FORUM CLUB LLC 837 S. PRAIRIE AVENUE	
	1	PR-422	06/15/26								1				DRIVEWAY IMPROVEMENTS	ALFA INVESTMENTS APARTMENTS LLC 919 S. PRAIRIE AVENUE	
	1	PR-423	06/15/26								1		1		TEMPORARY ACCESS EASEMENT TO APARTMENT @ PR-422	OSAGE SENIOR VILLAS LIMITED 923 S. OSAGE AVENUE	



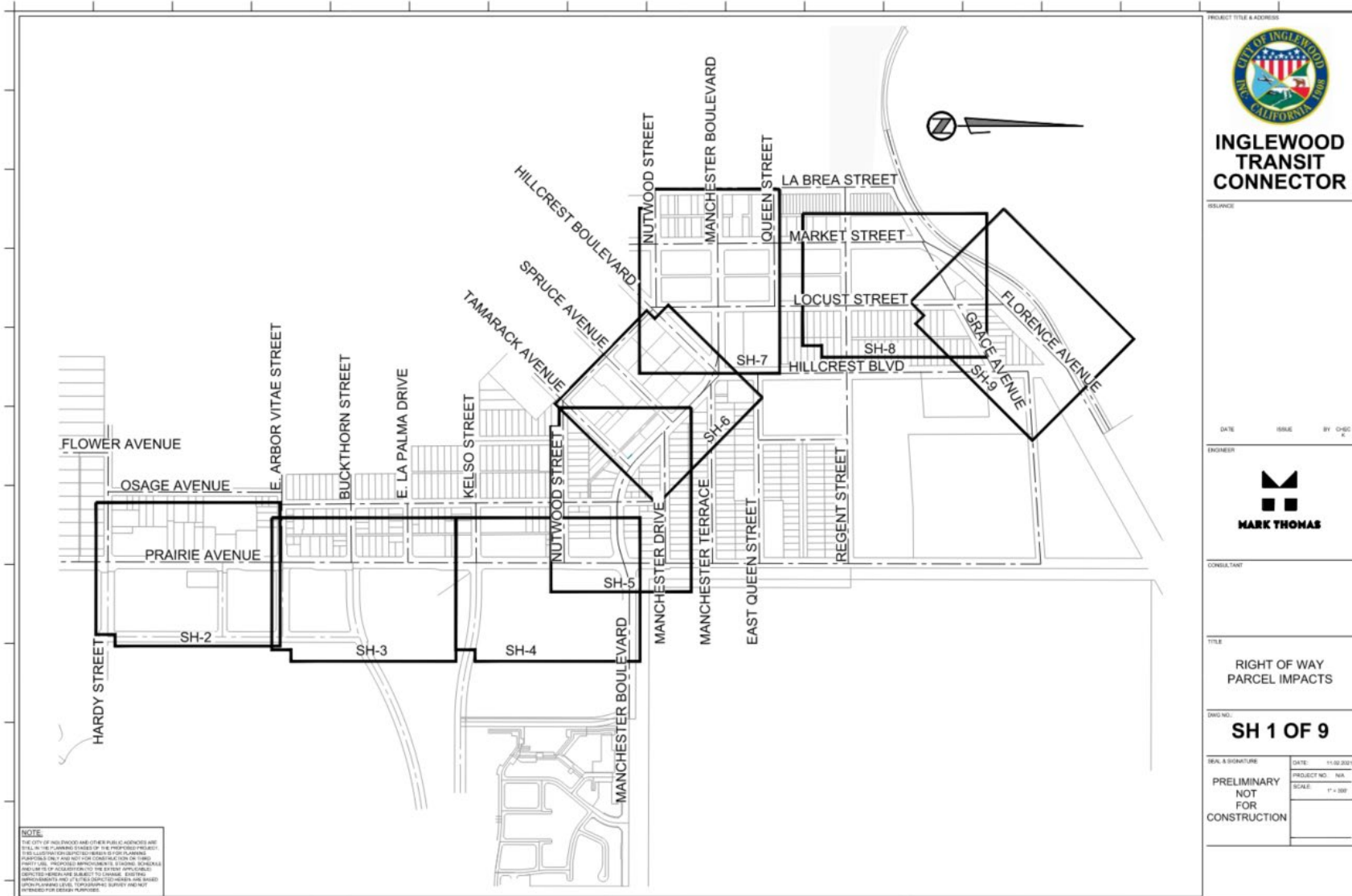


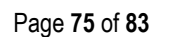
## Inglewood Transit Connector Master Parcel List

LOCATION	NO. OF PROP ACQU.	PARCEL NO.	PROJECT NEED DATE	FA	PA	PAE	PRE	PSE	PBE	PUE	TCE	ROE	TAE	NO. OF RELO	PROJECT USE/COMMENTS	OWNER/SITE ADDRESS	IDENTIFIED OCCUPANT DISPLACEES
HARDY STREET STATION	1	PR-410-01, -02	02/28/24	1										17	HARDY STREET STATION	LEON VALDRY 1011-1035 S. PRARIE AVENUE	(1) URBAN LYFE CAFE (2) MARDI GRAS BISTRO (3) CUTIE LASHES AND NAILS (4) BRAIDTICIANS BEAUTY SUPPLY (5) CASA RIOS (6) DAILY DONUTS ICE CREAM & DELI (7) CLARK RESTAURANTS DBA FISHBONE INGLEWOOD (8) FREEDOM TAX SERVICE (9) IPHONE & PC REPAIR (BYTE ME REPAIR) (10) LEES CARIBBEAN RESTAURANT (11) RUBY NAILS & SPA (12) SWEET RED PEACH (13) TOBACCO CHEAPER #5 (14) WEST HEALTH MEDICAL GROUP (15) YESIS'S WATER & PARTY SUPPLIES (16) SHE'S RARE BEAUTY BAR (17) UNKNOWN OCCUPANT AT PR-410-01
	NO. OF PROP ACQU.			FA	PA	PAE	PRE	PSE	PBE	PUE	TCE	ROE	TAE	NO. OF RELO			
	48			9	1	4	12	5	1	1	26	10	1	44			
	<b>LEDGEND</b>																
	FT	Full acquisition												48	TOTAL TRANSACTIONS		
	PT	Partial Acquisition												70	TOTAL PROPERTY INTERESTS		
	PAE	Permanent Aerial Easement												44	TOTAL RELOCATIONS		
	PRE	Permanent Roadway Easement															
	PSE	Permanent Sidewalk Easement															
	PBE	Permanent Bridge Easement															
	PUE	Permanent Utility Easement															
	ROE	Right of Entry															
	TCE	Temporary Construction Easement															
	TAE	Temporary Access Easement															

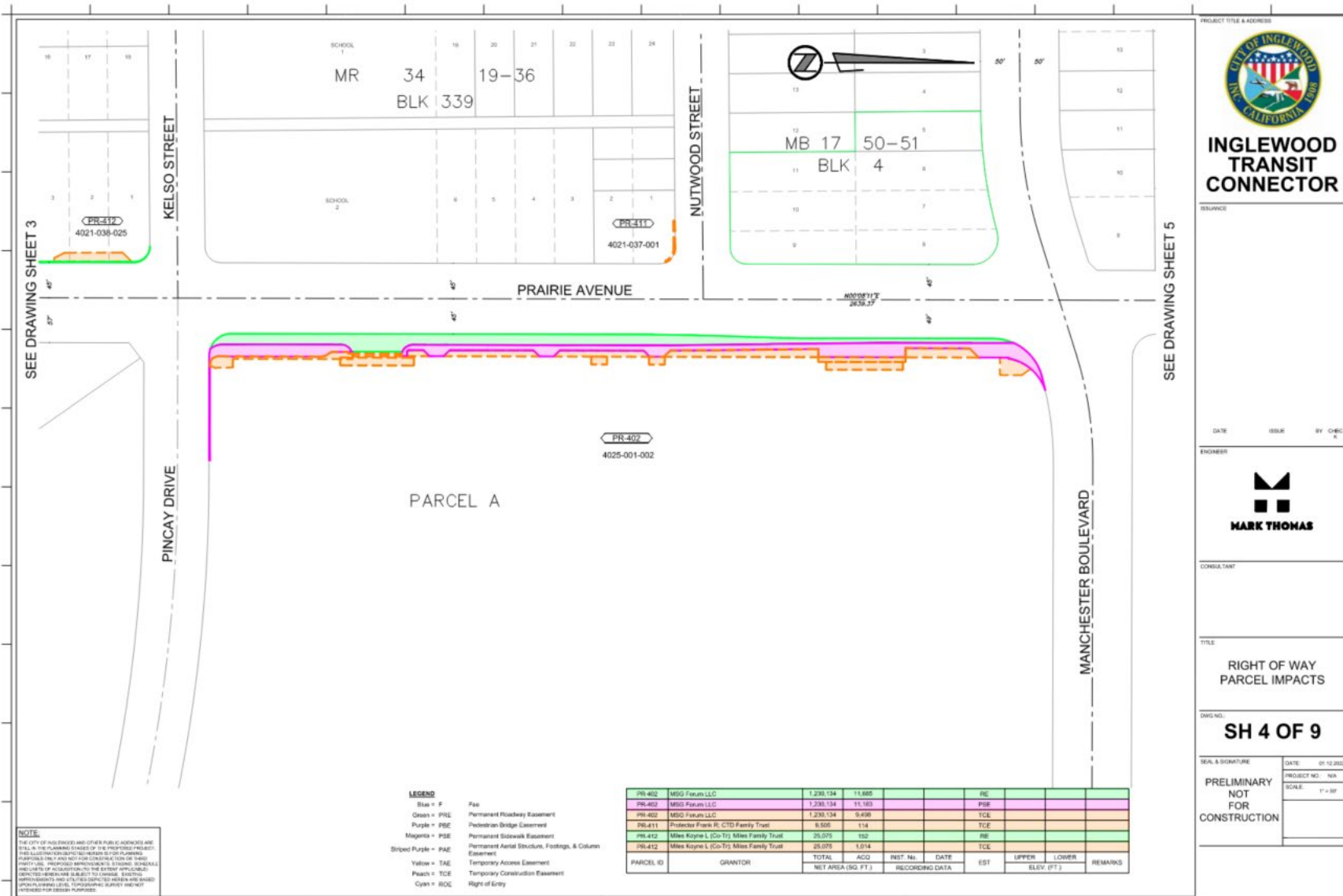


## APPENDIX F—INGLEWOOD TRANSIT CONNECTOR PROPERTY IDENTIFICATION PLAN

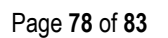


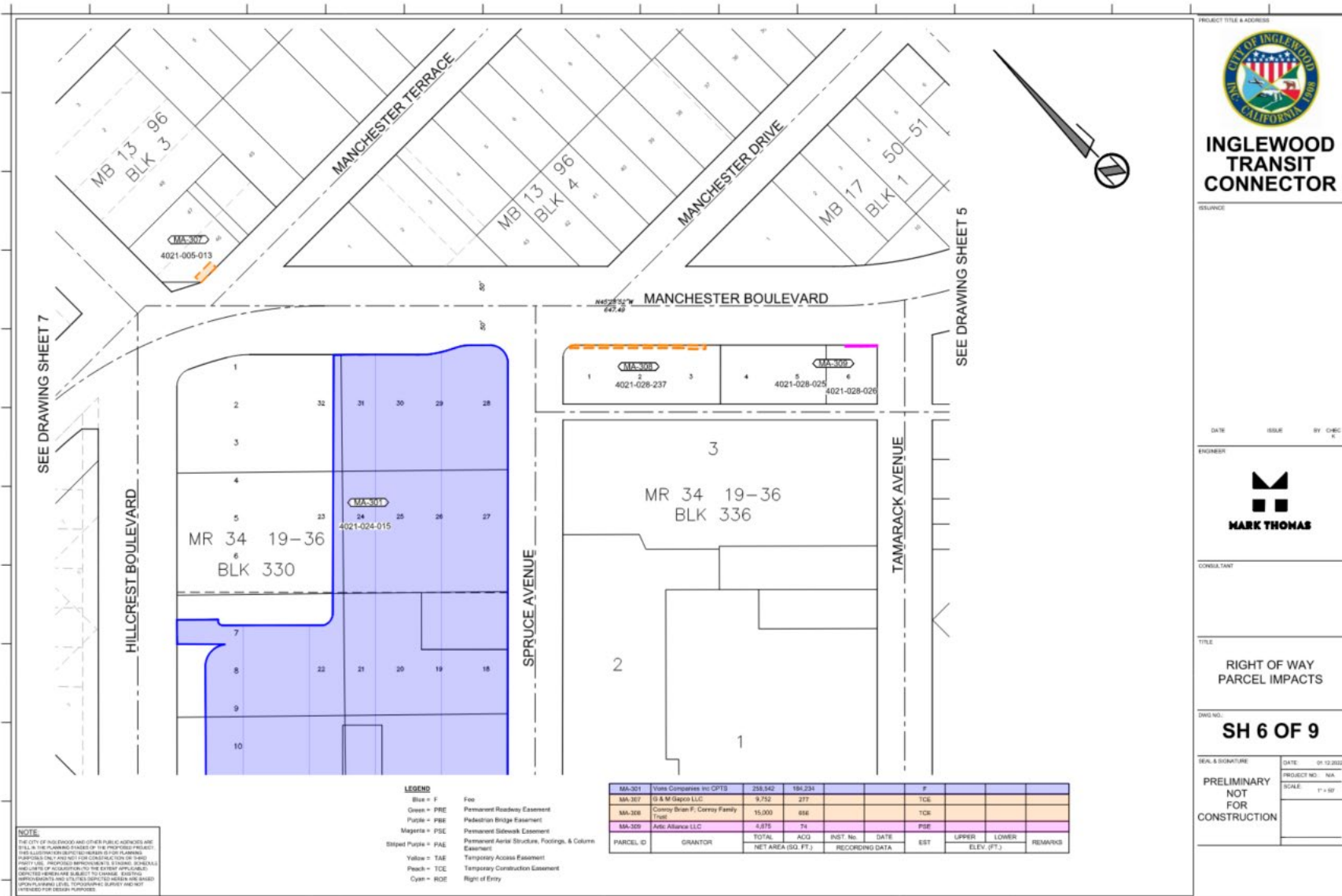




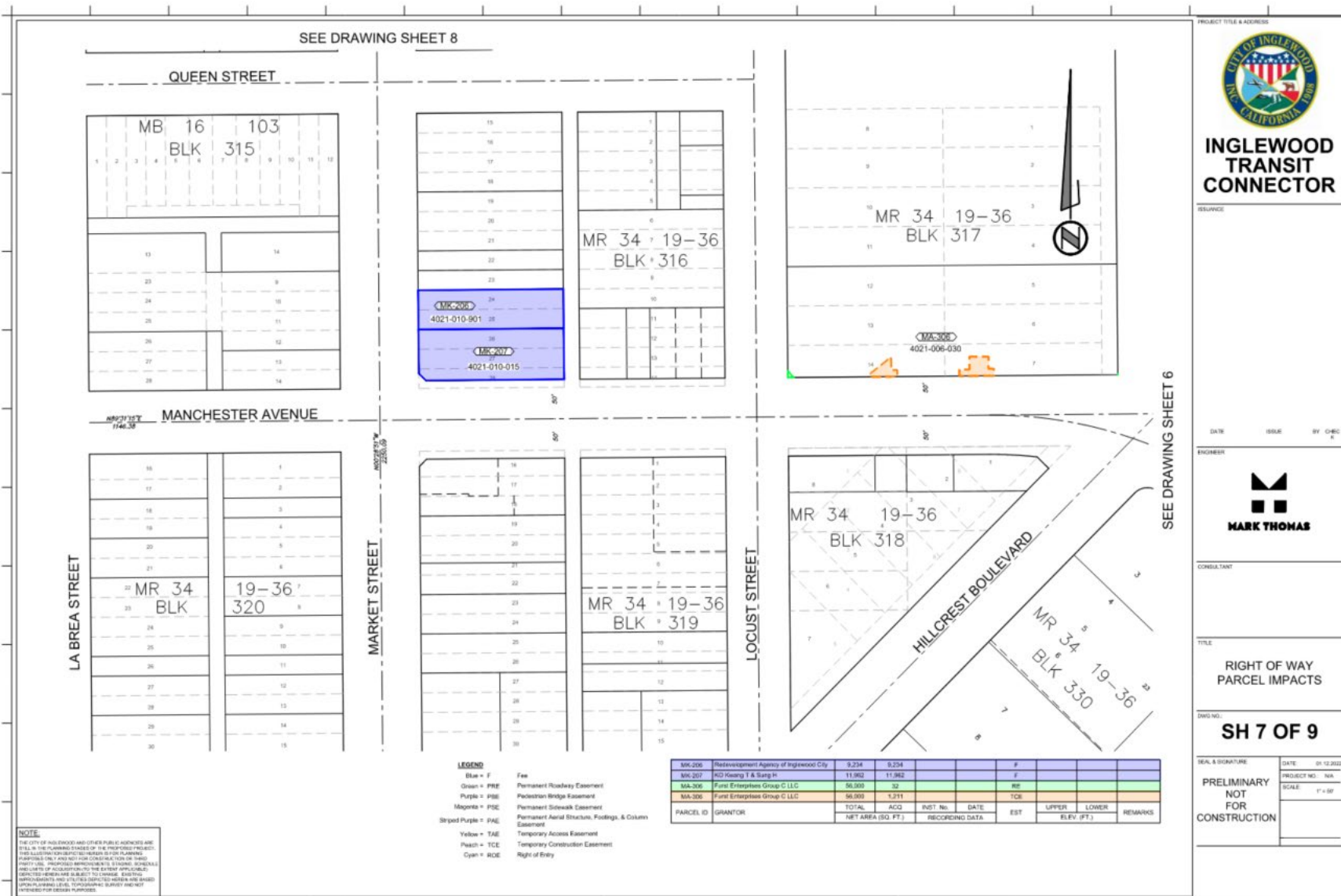


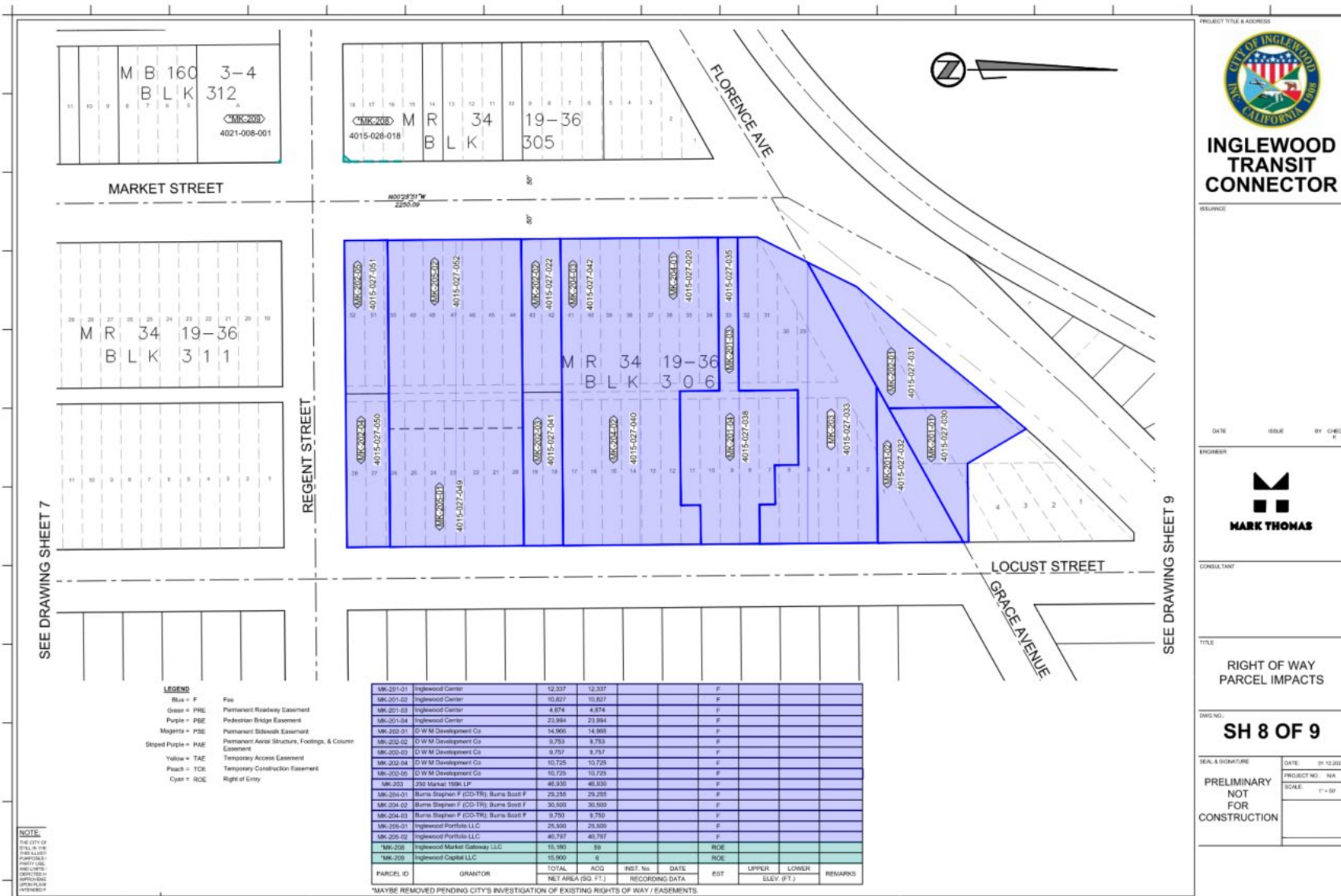


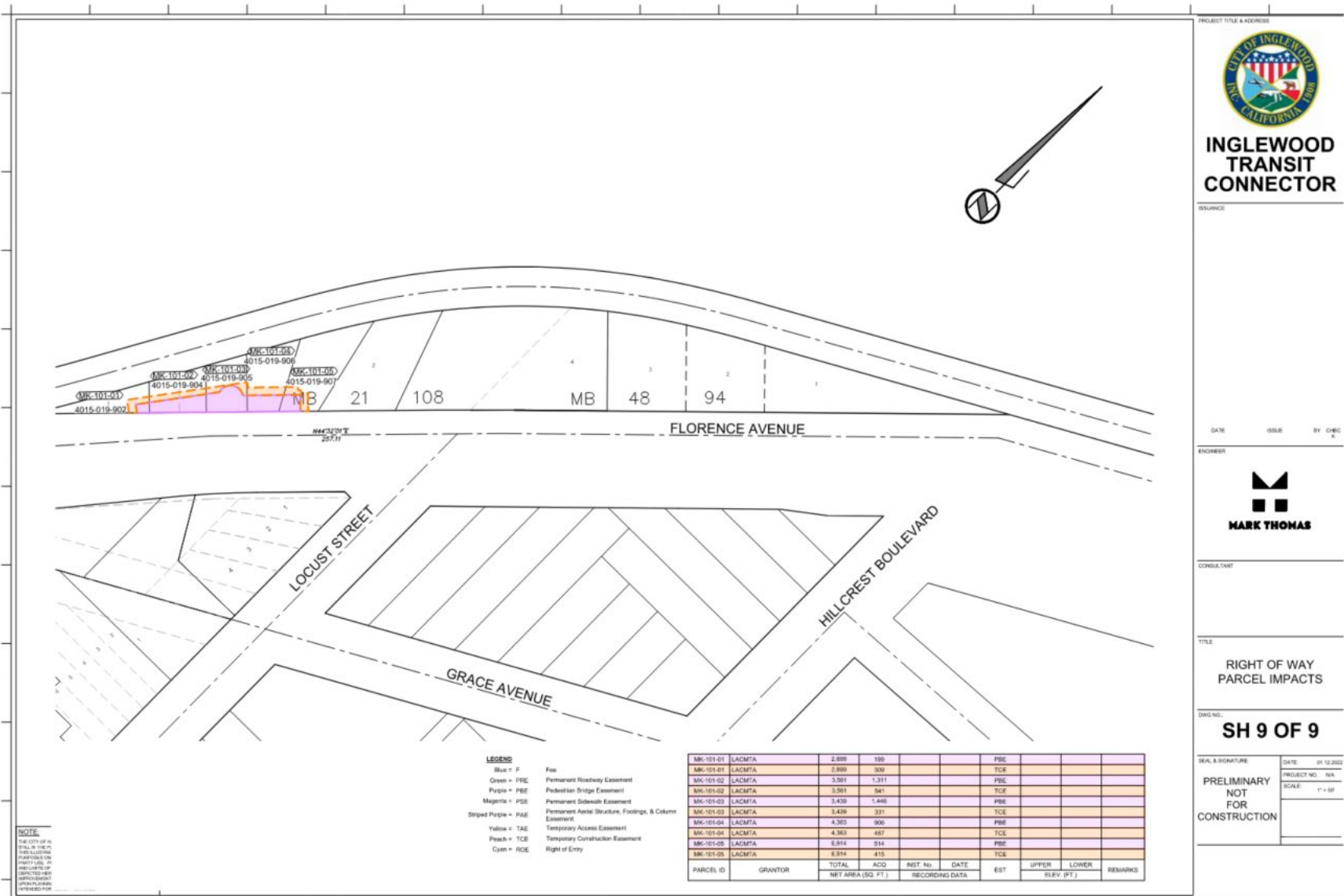












(This page is intentionally left blank)