



Linden Plaza
Building 5 Relocation Meeting
Project Updates and Preparing for your Move
October 17, 2024



Agenda

1. Linden Plaza Project Update
2. Move Overview and Preparation (*includes Temporary Move Guide and FAQs*)
3. Temporary Moves and Safety
4. Project-Based Vouchers
5. Q & A



Linden Plaza Project Update

Comprehensive scope of work will provide long-lasting cures to decades-old conditions

- **In-unit renovations:** New Kitchen, New Bathroom, New Flooring, and Painting
- **Building Envelope:** Repairs to façade, roof and areas of water infiltration
- **Balconies:** Railing and divider repairs, waterproof concrete
- **Plumbing:** Full replacement of risers to prevent future leaks and mold
- **Heating:** Repairs to heat plant and distribution
- **Structure:** Repairs to concrete
- **Section 504:** Improve accessibility conditions for disabled residents and allow seniors to age-in-place

Summary

- The new owners anticipate taking over management responsibilities in the Fall of 2024, at which point the construction will also begin. The main campus and building repairs will take place over three years, while apartment renovations will take place in a phased manner over 5 years. We will work with residents directly on the specific timing of all work to be completed in their homes.
- Residents will need to prepare for their move in advance to ensure that their apartment is packed and ready on moving day. The HOU team is here to assist you in preparing for your upcoming move. The process begins with completing a moving assessment with all households to collect information about your specific needs as it relates to moving.



MOVING SERVICES TO BE PROVIDED



- HOU will work with residents 1-on-1 to address individual needs.
- HOU will serve as the point of contact for all resident move-related questions and concerns.
- HOU will offer packing tips and pre-move workshops in advance of your temporary move.
- HOU will provide assistance with apartment inventory and documentation of household belongings.
- HOU will provide packing materials and assist with any utility disconnect/reconnection fees.



How to prepare for your upcoming move

- **Complete your household Move Assessment**
- **Prepare for a Pest Inspection**
- **Attend a “drop-in” Moving Prep session**
 - ✓ Weekly sessions on Friday mornings at 11:30 am, starting November 1, 2024
 - ✓ Monthly Saturday sessions, every second Saturday of the month, starting November 16, 2024
- **Sign-up for Dumpster Day** for assistance removing bulky items/furniture
 - ✓ You will be required to sign a Trash Disposal Form detailing those items you want thrown away
 - ✓ Document shredding will be available on Dumpster Day
- **Make arrangements to obtain packing materials and packing tip sheet**



How to prepare for your upcoming move

- **Schedule appointment for inventory of apartment belongings**
- **Start packing or notify HOU if you require packing assistance**
- **Schedule transfer of in-home services and utilities (cable, Internet and phone)**
 - Notify HOU of any outstanding utility balance to ensure seamless transfer of utilities
- **Notify HOU of any planned extended absences from apartment (vacations, medical procedures)**
- **Sign Temporary Move Agreement or One-Way Voluntary Move Agreement**
- **If unable to be present on your move day, complete a “move day proxy” form identifying a responsible adult who will be present**



What prep can I do if I am not in the Building 5?

- **Sign up for Community-wide “Dumpster Day” (schedule to be announced after the holidays)**
- **Make sure HOU has your updated contact information (phone and email)**
- **Contact HOU if you are interested in a PBV unit**
- **Participate in Declutter drop-in sessions (schedule to be announced after the holidays)**
- **Update Management of any household changes (lease removals or additions, reasonable accommodation needs, etc.)**



Moving Checklist

- Keep valuables with you on move day
- Pack a “To Go” bag for each household member with items you will need before you have fully unpacked your belongings (clothing for a few days, toiletries, electronics, medications, etc.)
- Remove all food from refrigerator and freezer
- Empty kitchen cabinets, drawers and stove
- Empty closets and dressers
- Pack up bathroom
 - ✓ Check cabinet
 - ✓ Don't forget durable medical equipment (shower chair, hand-held shower, etc.)



Moving Checklist

- Remove all items from walls, windows and floors
 - DO NOT REMOVE ANY HARD-WIRED FIXTURES YOURSELF!
- Remove all contents from balcony/outdoor space
- Make arrangements for any pets and service animals
- Prepare fish tanks for transport
- Disconnect electronics
- Label and count all boxes



FAQs

“Do I have to move?”

In order to safely renovate each apartment, all households will temporarily move to a vacant unit that has been renovated to meet existing move-in conditions with new appliances and all holes sealed from pest entry. During the apartment renovations, water and electricity will be shut off so that construction can complete necessary system upgrades.

“When will I have to move?”

You will receive written notice at least 60 days in advance of your upcoming move. Another notice will be sent at least 30 days prior to your move which will provide you with the apartment address and the day and time of your move. Whether you are moving temporarily or one-way into a renovated unit, the soonest you will be able to access the apartment is on the day of your move.



FAQs

“Do all of my belongings have to come out of my current apartment for renovations?”

Yes, all of your belongings must be removed from your original apartment and brought with you during your move.

“What if I only want to move once, directly into a renovated apartment?”

Some residents may have the opportunity to move directly into an already-renovated apartment. This would be considered your permanent move. You must voluntarily agree in writing to a one-way move, acknowledging this will be your permanent move.

“What about my mail? My in-home services?”

You will be able to access your current mailbox while in your temporary apartment. If you move to another renovated apartment, you will need to complete a change of address form with the post office. Any in-home services will need to be transferred with you.



Temporary Moves and Safety

- Your safety during the temporary move is a priority for HOU, ownership, and the incoming property manager
- Safety measures
 - Bringing on additional security to more frequently canvas each floor of each building
 - Check ins on residents, especially seniors and those with needs
 - Active camera management
- On site groups involved in your safety will be ownership, GRC Management, Madison Security, and Reliant Safety.



Project-Based Vouchers Still Available for Qualifying Households

- **A limited amount of new Project-Based Section 8 Vouchers (PBVs) will be offered.**
- Linden Plaza residents who qualify **will pay no more than 30% of their adjusted gross household income** towards rent.
- **Benefits Include:**
 - Rent payments sized on **30% of your income on rent.**
 - If you decide to move after 1 year, you can apply for a portable housing voucher.
 - Unit will undergo **HQS repairs** and inspection prior to subsidy starting.



Do You Qualify for Project-Based Vouchers?

To qualify for PBVs, households must:

- Income certify
- Pass Housing Quality Standards (HQS) physical inspections
- Maintain a rightsized unit per HUD standards



HOU Contact Information

HOU Office: 760 Eldert Lane, #13L

Hours: Monday-Friday, 8:30am-4:00pm, and other times
by appointment

Phone: 347-384-6043

Email: lindenplaza@housingopportunities.com