



Housing and Redevelopment Authority
of the City of Saint Paul, Minnesota:
Redevelopment project files

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INTRODUCTION AND SUPPORTING DATA
FOR REVISED RELOCATION PLAN

Following review of the redevelopment plans for Projects UR Minn. 1-1 and UR Minn. 1-2, the Division of Slum Clearance and Urban Redevelopment raised certain questions as to the Relocation Plan submitted. These were included in a memorandum from Mr. J. Lawrence Duncan dated March 20, 1952 and issued following discussion in Washington between Mr. Jorvig of our staff and Mr. Duncan. They are summarized as follows:

1. Adjustment of Briggs survey data to conform to minor revisions in the site boundaries of Project UR Minn. 1-2 made subsequent to the Briggs survey
2. A separate tabulation of relocation need was requested for non-white families
3. The validity of our estimates as to annual turnover was questioned and further substantiation of our estimates of the number of units that could be captured in each of the rent categories
4. Administration of the relocation plan was to be revised as to
 - a. Informational notice to tenants
 - b. Eviction policy
 - c. Expenses of Relocation Advisory Council
 - d. Expenditures for advertising
 - e. Job qualifications statements for relocation personnel

The Relocation Plan as revised in accordance with DSCUR suggestions is submitted herewith.

A summary of the changes made are as follows:

1. Adjustment in Briggs survey to conform with changes in the boundary of project UR Minn. 1-2

Using as a source "1950 United States Census of Housing, Block Statistics for St. Paul" an estimate was made of the number of families included within the project boundaries but excluded from the Briggs survey and the number of families included in the Briggs survey but not included within the revised project boundaries. This

estimate indicates a net loss of only 16 white families and a net gain of 51 non-white families or a total net gain of 35 families to be relocated. Since the blocks adjusted are of a similar character and occupancy it would appear valid to adjust the Briggs survey by increasing the number of non-white families by 51 and decreasing the white by 16 and distributing the families by size and income in the same proportions as set forth in the original survey.

The original relocation plan was based on a preliminary tabulation by the Housing Authority prior to receipt of the final Briggs survey data. The revised relocation plan submitted herewith is further corrected using the final Briggs tabulations. Since the Briggs survey was made there have been some buildings demolished or destroyed by fire and evidence that a number of families have already moved from the redevelopment areas. Therefore it is believed that our statistical data on relocation need as presented in the relocation plan indicates a maximum relocation load and that any difference between estimates and actual relocation load will be in the direction of a decrease in the total families to be relocated.

2. Tabulation of Relocation Need for Non-white Families

Tables A and B following indicate "Non-white Families by Size of Family and Income Group" and "Gross Rent Paid by Income Groups" respectively.

These tables are based upon IBM card tabulation of preliminary results of the Briggs survey and do not reflect the increase in non-white families brought about by the change in project boundaries. The tabulation of the 146 families indicated represents however a 61% sample of the total of 238 families in the project area. Since the general economic status of the families in the entire redevelopment area is similar, the distribution of families by size, income and rent paying ability indicated by these tables can reasonably be applied to the entire 238 families in the redevelopment area. Since the total number of non-white families is small and St. Paul's record of racial harmony is good, it would be unreasonable and impractical to make a new survey for non-white families at this time.

TABLE B

GROSS RENT

NON-WHITE PRIMARY FAMILIES

	Income Group								Not Reported
	<u>Total</u>	<u>Under \$1500</u>	<u>\$1500- 2199</u>	<u>\$2200- 2399</u>	<u>\$2400- 2599</u>	<u>\$2600- 2799</u>	<u>\$2800- 2999</u>	<u>\$3000 & over</u>	
Under \$30	59	18	11	4	7	2	1	16	-
\$30 - \$39	18	2	8	1	2	-	1	4	-
\$40 - \$49	6	2	2	-	-	-	-	1	1
\$50 - \$59	3	-	-	-	-	-	-	3	-
\$60 - \$69	2	1	1	-	-	-	-	-	-
\$70 or More	1	-	-	1	-	-	-	-	-
No Report	44	10	6	4	2	2	1	19	-
TOTAL	133	33	28	10	11	4	3	43	1

Table C below indicates the estimated change in distribution of white and non-white families due to changes in project boundaries.

TABLE C

ADJUSTMENT IN NUMBER OF FAMILIES
IN REDEVELOPMENT PROJECT UR MINN. 1-2 FOR
CHANGE IN PROJECT BOUNDARIES

	White	Non-white	TOTAL
Total Increase	111	67	178
Total Decrease	127	16	- 143
Net Gain or Loss	- 16	+51	+ 35

St. Paul has a good history of racial harmony indicated by the fact that 18% of the non-white population of St. Paul is scattered throughout the City, there being only 6 of the 75 census tracts without some non-white population.

TABLE D

CITY-WIDE DISTRIBUTION OF NON-WHITE POPULATION

	<u>Total</u>	<u>%</u>
Total Non-White	6,219	100
Total Non-white Tracts 35, 36	3,515	56.5
Total Non-white Tracts 37 - 40	1,592	25.6
Total Non-white in Other Areas	1,112	17.9

In the two census tracts where negro population is most concentrated there are 3,515 non-white persons which make up only 36% of the total population of the area.

In the area immediately surrounding the above tracts there are an additional 1,592 non-white persons making up only 9.3% of the total population of these tracts.

The remaining 18% of the non-white population is scattered throughout the city.

TABLE E
WHITE AND NON-WHITE POPULATION — "NON-WHITE" AREAS

	Tract <u>35-36</u>	Tract <u>37-40</u>	Total <u> </u>
Total population in non-white areas	9,518	17,109	26,627
Total Non-white in non-white areas	3,515	1,592	5,107
Total white in non-white areas	6,003	15,517	21,520
Percent of non-white in non-white areas	36%	9.3%	19.1%

In view of this characteristic of mixed occupancy, it is not anticipated there will be any serious problem in relocating some 238 non-white families about 40% of which will be eligible for and receive priority for public housing.

3. Validity of estimates of "annual turnover" and estimates of the expected capturing capability by redevelopment residents and relocation staff.

Estimates of turnover and estimates of number of units to be "captured" remain approximately the same and are supported by additional data from (1) the 1950 census (2) St. Paul Post Office survey data (3) records of the Northern States Power Company, (4) Dwelling unit vacancy survey made for the local office of rent control by the Bureau of the Census in August, 1952 at the request of the City Council of the City of St. Paul (5) Capitol Approach experience (6) records of newspaper advertisements of dwelling units for rent and for sale.

4. Administration of the Relocation Plan

The changes requested by DSCUR in the memorandum dated March 20, 1952 have been incorporated, and a more detailed statement of expense of Relocation Advisory Council and expenditures for advertising is included. In addition to the revision requested by DSCUR, some other changes are incorporated.

- (1) It was necessary to change availability estimates for public housing units due to the fact that two proposed public housing projects could not proceed as planned.
- (2) As an aid to relocation it is proposed that the first two months rent will be refunded to families that relocate themselves without assistance in decent, safe and sanitary housing within 60 days after the property in which they are living is purchased by the Housing and Redevelopment Authority.
- (3) "Site Occupant Relocation Record," revised "Vacancy File card and Inspection Form," and "Informational notice to Business Owners" were added.

PART I ANALYSIS OF RELOCATION NEEDS

A Dwelling Condition and Relocation census was conducted in the designated redevelopment areas in May and June, 1951. Data was translated to I. B. M. cards, which produced the following results. Families and single individuals were grouped into three relocation classes: (For Detailed Statistics on Relocation Need, see Survey "St. Paul Redevelopment Study", by Economic Research Agency dated July 25, 1951.)

Relocation Class I. Families eligible for public housing:

- (1) Families or sub-families willing to live in separate unit, (single individuals are not eligible).
- (2) Must be citizens.
- (3) Must be residents of St. Paul one year or more.
- (4) Income maxima:

Families of 2 persons, income under \$2,301

3	2,501
4	2,601
5	2,901
6	3,001
7	3,101
8	3,201
9	3,301
10	3,401
11	3,501

Relocation Class II. The second class is described as follows:

- (1) Families or single individuals earning less than \$3,000.*
- (2) and not owning their own homes,
- (3) and not eligible for public housing.

* \$3,000 annual income was selected as the maximum for this class, because it represents rent-paying ability of about \$60 per month, which is the approximate dividing line between rentals which are relatively easy to find and those which are difficult to find.

Relocation Class III. The third class is described as follows:

- (1) Families or single individuals earning over \$3,000 and/or
- (2) Families or single individuals owning their own home and
- (3) not eligible for public housing.

TABLE I

RELOCATION ANALYSIS IN REDEVELOPMENT AREAS

Relocation Class	Project A-1			Project A-2			<u>Total both projects</u>		
	White	Non-White	Total	White	Non-White	Total	Total White	Total Non-white	Total
I	245	16	261	197	86	283	442	102	544
II	92	6	98	88	37	125	180	43	223
III	263	17	280	477	76	553	740	93	833
	600	39	639	762	199	961	1362	238	1600

In addition to the above relocation responsibility, the Authority may undertake the clearance of a 50 acre public housing site north of the Eastern Redevelopment project. It is assumed that this additional site clearance job will develop during 1953 and 1954. An analysis of the relocation status of the families now residing in this site is set forth in the following table. Housing and family characteristics in this area are similar to the adjacent redevelopment area, and although a family census has not been conducted for the purpose of forecasting the relocation problem, it is safe to assume the same percentage break-down into relocation classes as found in the redevelopment projects.

TABLE II

RELOCATION ANALYSIS IN EXPECTED PUBLIC HOUSING SITE CLEARANCE
AREA ADJACENT TO U. R. MINN. A-1

Estimated Total Families	Percentage Class Distribution Based on Redevelopment Projects	Number of Families in Each Class	White Families Based on Percentages in Redevelopment Projects	Non-White Families Based on Percentages in Redevelop- ment Projects
280	34% Class I	95	83	12
	14% Class II	40	35	5
	<u>52% Class III</u>	<u>145</u>	<u>133</u>	<u>12</u>
	100%	280	251	29

TABLE III

MAXIMUM COMBINED
RELOCATION DEMAND FROM REDEVELOPMENT PROJECT AREAS PLUS PUBLIC
HOUSING SITE CLEARANCE AREA, EXPECTED DURING FOUR YEAR PERIOD, 1953 TO 1957

Relocation Class	Number of Families in Each Class	Number of White Families	Number of Non- white Families
I	639	525	114
II	263	215	48
III	<u>978</u>	<u>873</u>	<u>105</u>
	1,880	1,613	267

PART II ANALYSIS OF REHOUSING AVAILABILITY IN THE LOCALITY

The Authority conducted studies of housing in the city and immediate suburbs to determine housing availability including new housing, addition of apartments by conversion of existing units, and the turnover in the existing housing supply. Detailed housing data is available in St. Paul, and therefore the St. Paul picture has been studied in greater detail than the suburbs. The immediate suburbs of St. Paul are effectively integrated with St. Paul in employment pattern and transportation, to an extent that makes them a part of the city. The immediate suburbs lie within a five mile radius of the center of the city.

Determination of Rehousing Availability in Private Housing in the City

The following method is considered sufficiently accurate for the purpose of forecasting housing supply over the next several years of the relocation schedule. Two major sources of information were used:

- (1) a base map of the city, showing block-by-block average rent, from the 1940 census, adjusted to 1950 rent levels by applying a 40% increase as indicated by the local rent control office and B. L. S. figures for St. Paul,
- (2) an over-lay map at the same scale as the rent map, showing turnover of occupancy in existing dwelling units, and new occupancy of newly added dwelling units. This map was recorded by address from local power company records which indicate gas and electric meter changes in existing apartments and registry of service connections in new dwelling units. An adequate sample of the 1951 records was taken: 26 days out of the power company's 260-day year, representing 10% of the year's turnover in existing housing plus net housing addition.

By laying the turnover map over the block rent map, the number of turnovers and additions in each rent level could be counted. This count disclosed rehousing volume during the 10% sample period; the annual volume is ten times that of the sample period.

TABLE IV

1950 REHOUSING AVAILABILITY IN ST. PAUL PRIVATE HOUSING,
INDICATED BY U. S. CENSUS AND POWER COMPANY RECORDS

Rent Category	Rehousing Availability in Sample Count	Representative Rehousing Availability in the Year 1951	Representative Rehousing Availability Adjusted for New Construction and Substandard Units	Percent Distribution of Housing Availability by Rent Categories
\$ 0-29	209	2,090	1,578	11.2
\$30-59	1,185	11,850	8,943	63.5
\$60 $\frac{1}{2}$	<u>472</u>	<u>4,720</u>	<u>3,563</u>	<u>25.3</u>
	1,866	18,660	14,084	100.0

The above sample count is supported by the following annual Power Company records of transfers for the years 1945 through 1951.

1945	13,778
1946	14,950
1947	16,134
1948	16,475
1949	15,332
1950	18,653
1951	19,361

In determining the above turnover the following transfers were excluded: suburban, change of name, commercial and nuisance orders.

The above estimates are further supported by 1950 census data. The 1950 census of population Minneapolis-St. Paul area indicates that 14.9% of the population of the city of St. Paul was living in a different dwelling in 1950 through than in 1949. If the Northern States Power Company turnover record data of 15,332 for the comparable year of 1949 is used the percentage turnover is 15.9%. Since the difference in the two estimates is only 1% the turnover estimates indicated above are considered to be valid.

Since our estimates of total turnover include all types of dwellings, the total estimated turnover is reduced as follows

for the purposes of estimating relocation availability. First, approximately 1800 new dwelling units were constructed in 1951 and since these are probably beyond the means of relocation occupants they are excluded. This reduces the available turnover of 19,351 by 1,800 to 17,561. Secondly, the turnover includes substandard dwellings which cannot be used for permanent relocation. The 1950 census indicates that 18,012 or 19.8% of the dwelling units lacked private bath or were dilapidated.

This percentage of substandard units is assumed to apply uniformly to the total estimated turnover. This would reduce the total estimated available turnover by 3,477 to 14,084. These adjustments are indicated in the preceding Table IV.

In addition to the above major sources of information, the following additional characteristics were taken into consideration to support conclusions made. They include trends in dwelling unit construction, census data on vacancy, and total rental units by rents paid, housing availability in low-rent public housing, and suburban housing availability.

Trend of Dwelling Unit Construction in City

1946	1840	Dwelling units plus units added by conversion						
1947	1165	"	"	"	"	"	"	"
1948	980	"	"	"	"	"	"	"
1949	1300	"	"	"	"	"	"	"
1950	2300	"	"	"	"	"	"	"
1951	1800	"	"	"	"	"	"	"

Total Dwelling Units in City

1949	93,000	±	3,000
1950	96,000	=	3,000
1952	98,000	=	3,000

Number of Dwelling Units for Rent in City U. S. Census 1950

Owner occupied units	51,444
Rented units	40,715

Reported Vacancy in 1950

1,200 Dwelling units; 1.2%

Total of Renter-occupied and Vacant Dwelling Units for Rent,
1950 Census (excluding seasonal and dilapidated vacant units)

Number Reporting	38,315	100%
Under \$10	131	.3%
\$10 to \$19	3,247	8.5
\$20 to \$29	7,619	19.9
\$30 to \$39	9,015	23.5
\$40 to \$49	8,523	22.3
\$50 to \$59	4,845	12.6
\$60 to \$74	2,851	7.5
\$75 to \$99	1,540	4
\$100 or More	544	1.4
<u>MEDIAN RENT</u>	\$38.55	. . .
Average Monthly Rent	\$40.00	

TABLE V

ESTIMATED REHOUSING AVAILABILITY IN CITY,
IN LOW RENT PUBLIC HOUSING

<u>Year</u>	<u>Supply of New Low-rent Public Housing Units</u>	<u>New Supply & Turnover in Public Housing</u>	<u>Total Annual Low-rent Vacancy</u>
1953	8	108	108
1954	75	175	175
1955	100	200	200
1956	150	250	250
1957	175	275	<u>275</u> 1,008

The housing supply in the suburbs of St. Paul is considered an effective part of new housing availability. However, records on suburban housing are less accurate than those of St. Paul. The following statistics are compiled from such housing records as are maintained by the local town clerks, from the 1940 housing census, the 1950 population census, and from estimates made by the town engineers and the St. Paul Planning Board.

North St. Paul

Number of Dwelling Units	1,600
Rental Portion	40
Current Annual Increase in Dwelling Units	90
Current Annual Vacancy	10
Current Annual Turnover plus Addition	100

South St. Paul

Number of Dwelling Units	4,518
Rental Portion	500
Current Annual Increase in Dwelling Units	190
Current Annual Vacancy	20
Current Annual Turnover plus Addition	200

West St. Paul

Number of Dwelling Units	2,291
Rental Portion	70
Current Annual Increase in Dwelling Units	180
Current Annual Vacancy	20
Current Annual Turnover plus Addition	200

Lauderdale

Number of Dwelling Units	300
Rental Portion	10
Current Annual Increase in Dwelling Units	80
Current Annual Vacancy	10
Current Annual Turnover plus Addition	90

Falcon Heights

Number of Dwelling Units	1,300
Rental Portion	40
Current Annual Increase in Dwelling Units	100
Current Annual Vacancy	10
Current Annual Turnover plus Addition	110

TABLE VI

ESTIMATED 1950 REHOUSING AVAILABILITY IN FIVE ST. PAUL SUBURBS

<u>Rent Category</u>	<u>Combined Amount of Rental Housing by Rent Categories</u>	<u>Combined Amount of Rehousing Availability by Rent Categories</u>
\$0-59	330	30
\$60+	330	40

The three sources of rehousing availability shown in foregoing Tables IV, V, and VI are combined in the following Table VII to indicate the complete annual availability, which forms the basis for the proposed relocation schedule. This availability represents an assumed "standard year", 1951, which may be projected over the next five years of the relocation schedule. Such assumption is considered safe in the normal circumstances experienced in the past five years. Temporary variation in rehousing availability due to fluctuation in building prices, rental changes, etc., cannot be accurately predicted, and therefore are of no consequence in projecting rehousing availability. It is understood that a major change in the local economy, due to war or depression, would of course disqualify these predictions.

TABLE VII

COMBINED ANNUAL REHOUSING AVAILABILITY OF ST. PAUL AND IMMEDIATE SUBURBS, BASED UPON PRIVATE HOUSING AND PUBLIC HOUSING IN THE YEAR 1951 (The low-rent public housing portion will be higher in 1955, 1956, and 1957, see Table V.)

<u>Rent Category</u>	<u>Annual Rehousing availability per Power Co. records</u>	<u>Percentage</u>	<u>Distribution of Rental Units by Rent Categories from 1950 census</u>	<u>Percentage</u>
\$0-29	1709	11.9%	11,045	28.69%
\$30-59	9044	63.0%	22,473	58.38%
\$60+	3603	25.1%	4,975	12.92%
	14,356	100 %	38,493	100%

The foregoing available figures represent the combined turnover and addition occurring in the locality; however, it is not assumed that this represents the capacity which may be captured by a relocation office. That portion of the indicated housing availability which may be captured by the relocation office will vary according to the rent level sought.

Public housing availability is distributed on the basis of 65% to category \$0-29 and 35% to category \$30-59. Present distribution of tenants in public housing is 44% to category under \$29 and 56% to category \$30-59. However, there is evidence from our trends in receipt of applications that the very low income families are not making applications. Further site families in the \$0-29 category will tend to greater need and will waive priority over families in the \$30-59 category. Finally a large number of families in the \$30-59 category will not be eligible for public housing.

ESTIMATED CAPTURING IN THE VARIOUS RENT CATEGORIES

In the rent category 0-29 which includes Low Rent Public Housing it is estimated that the minimum capturing ability is 1.5% of the indicated private rehousing availability and 52% of the Public Housing availability. This assumes that 80% of the total public housing will be captured and that 65% of the units captured will be for families in the \$0-29 category. This relatively high expectation is due to the fact that the Authority also controls Public Housing and will give first priority to site residents in strict accordance with Federal and State law. Further it will have the cooperation of the city Veterans' Emergency Housing in making units from that source available. In the \$30-59 category, which consists to a major extent of families to be housed in the private market. It is estimated that a minimum of 2% of the indicated rehousing availability may be captured, based upon proposed staff using advertising and positive methods of approach plus recent capital approach experience and records of available units for rent and for sale within the financial resources of site occupants. It is further estimated that 35% of the public housing availability will be captured for this group. In the 60 and over category it is estimated that a minimum of 5% of the total rehousing availability may be captured for relocation purposes for the same reasons stated above, plus an indication from Newspaper Advertising that units in this category are much more readily available and the fact there are a relatively large number of units for sale within the financial means of families in this category.

These estimates are supported by Capital Approach experience. The original Capital Approach development was established in 1945, although actual clearance did not commence until 1949.

Some relocation of area tenants was being accomplished during the interim period. The bulk of relocation was done in the late part of 1949, 1950 and 1951. The general distribution of families by size, income, and rent paying ability was approximately the same as in the project areas we have for clearance. Rental classifications in both areas are approximately the same. Most of the original occupants of these buildings vacated voluntarily and full management of the balance of the buildings was taken over by the Clapp-Thomssen Company, a local Realtor. They in turn set up a plan whereby the tenants dealt directly with their company instead of through an intervening landlord. It was found advisable to retain temporarily two buildings for a temporary housing pool for those families unable to obtain other accommodations. Not one family moved into these temporary housing buildings and all tenants moved to new quarters. It was reported that in each instance each family obliged to move, found better and more satisfactory housing accommodations elsewhere, with very little or not assistance. The local Realtor claims he did not make a concerted effort to find new locations for people in the area, but yet was able to capture approximately 1% of the total availability. This was accomplished without advertising and only through rentals managed by their office, and at a time when there was a much more acute shortage of housing than will be the case for these projects. This realtor has also set out the fact that 60-day notices to vacate were sent to tenants, which is according to the usual procedure set up by the Office of Rent Stabilization. He also stated that in each instance a copy of the notice was mailed to the local Office of Rent Stabilization. This Realtor again states that in no instance were there any actual evictions. Although the Capitol Approach Commission did not have to comply with Section 105c of Public Law 171, they also had no special relocation procedure, staff, or assistance provided to effectuate relocation.

From the above information it is apparent that if a positive, concerted effort is put forth by the Local Relocation Office, with the help of advertising, and full-time office staff doing nothing else but finding new locations, that considerably more of the available rentals will be captured. The local Realtor handling management for the Capitol Approach Commission claims he alone can capture more than the 2% of the availability as estimated above.

During the period of November 13, 1952 to November 24, 1952, a record of offerings for sale and for rent was kept for those units priced for sale and for rent within the income resources of site occupants. Only those units that had sale or rental prices stated were tabulated. Further all units that were indicated as requiring the sharing of bath or kitchen facilities were excluded as substandard. These totals were further decreased by the percentage of substandard dwellings in the city, or 19.89. The period of 10 days used for the tabulation was a low rental and sales period due to winter weather conditions at this time. For the above reasons the indicated availability below is considered to be very conservative. The results of the ten day record were as follows:

<u>Rental Properties</u>	<u>Number</u>	<u>Number converted to Annual Availability less substandard</u>
<u>Rent</u>		
\$0 - 35	5	154
\$35 - 50	28	728
\$50 - 65	54	1544
\$65 - 75	<u>30</u>	<u>866</u>
Total	117	3292

<u>Sale Properties</u>		
<u>Price</u>		
Under \$4000	3	79
\$4000 - \$6000	27	780
\$6000 - \$8000	83	2397
\$8000 - \$10,000	<u>98</u>	<u>2829</u>
Total	211	6085

Those units that appear for sale and particularly those that appear for rent indicate a ready availability and it should be expected that a large portion may be captured by an active and aggressive relocation staff.

PART III ESTIMATED RELOCATION SCHEDULE

The acquisition, clearance, and site improvement of redevelopment projects will proceed by stages. The size and schedule of these stages will be finally determined by the interaction of the acquisition rate, relocation possibilities, site improvement work, and rebuilding factors. Although staging cannot now be accurately predicted on the basis of relocation alone, for purposes of this report, it is safe to assume a level rate of relocation from the redevelopment projects over the 5 year period 1953 to 1957.

Added to this level rate of relocation from the redevelopment projects, will be the two-year period of relocation from the public housing site, estimated to occur during 1954 through 1956.

TABLE IX

ESTIMATED RELOCATION SCHEDULE

Year	Rent Category	Maximum Relocation Load from Redevelop- ment Projects (Based on Table I)	Maximum Relocation Load from Public Hous- ing Site Clearance (Based on Table II)	Maximum combined Relocation Load	No. of dwelling units which may be captured by Relocation Office (Based on Table VIII)	Safety Margin
1953	\$0-29	109	0	109	130	21
	\$30-59	45	0	45	236	191
	\$60+	119	0	119	180	61
	Total	273		273		
1954	\$0-29	109	48	157	130	-27
	\$30-59	45	20	65	236	171
	\$60+	119	73	192	180	-12
	Total	273		414		
1955	\$0-29	109	47	156	130	-26
	\$30-59	45	20	65	236	171
	\$60+	119	72	191	180	-11
	Total	273		412		
1956	\$0-29	109	0	109	130	21
	\$30-59	45	0	45	236	191
	\$60+	119	0	119	180	61
	Total	273		273		
1957	\$0-29	108	0	108	130	22
	\$30-59	43	0	43	236	193
	\$60+	117	0	117	180	63
	Total	268		268		
5 Year Total		1360 ⁽¹⁾	280	1640		1090

⁽¹⁾ 240 families have been deducted from this total as owners in the \$3000 or over class who will relocate without assistance. See Briggs Survey Table 19.

TABLE X

MINIMUM ESTIMATED CAPTURABILITY OF
MAXIMUM 5 YEAR RELOCATION LOAD

<u>Rent Category</u>	<u>Maximum Load</u>	<u>Estimated Capturability</u>	<u>Safety Margin</u>
\$0-29	639	650	+ 11
\$30-59	263	1180	+ 917
\$60 & 5 Year	738	900	+ 162
Totals	1640	2730	+ 1090

The significance of the foregoing tables is to indicate the general scope of the relocation job, as a basis for planning methods, staff, and costs. Relocation experience in other cities and locally indicates that at least half of the site families may be expected to relocate themselves with very little or no assistance. Therefore, the "direct assistance load" is estimated to be half the number of relocatees who remain after those eligible for public housing are subtracted. The actual direct assistance load is therefore expected to be one half that indicated in Table IX.

TABLE XI

ESTIMATED SCHEDULE OF RELOCATION NEED
FOR VACANCIES IN PRIVATE HOUSING, AND
PORTION WHICH WILL HAVE TO BE FOUND BY
THIS OFFICE

Year	Rent Categories	Vacancy Need (Based on Table IX)	50% Portion of Vacancies	No. of Dwlg. Units which may be captured (Based on Table VIII)	Safety Margin
1953	\$0-29	109	55	130	75
	30-59	45	23	236	213
	60 +	119	60	180	120
	Total	273	138	546	408
1954	\$0-29	157	79	130	51
	30-59	65	33	236	203
	60 +	192	96	180	84
	Total	414	208	546	338
1955	\$0-29	156	78	130	52
	30-59	65	33	236	203
	60 +	191	96	180	84
	Total	412	207	546	339
1956	\$0-29	109	55	130	75
	30-59	45	23	236	213
	60 +	119	60	180	120
	Total	273	138	546	408
1957	\$0-29	108	54	130	75
	30-59	43	22	236	214
	60+	117	59	180	121
	Total	268	135	546	411
		1640	826	2730	1904
		(1)			

(1) 240 families have been deducted from this total as owners in the \$3,000 or over class who will relocate without assistance.

See Briggs Survey Table 19.

SUMMARY AND CONCLUSIONS

The foregoing estimates of availability and capturing ability are conservative. Availability is based upon 1950 census data and Power Company records for 1951. This estimate is reduced for substandard units and new construction. Since that time the housing availability has increased, and shows evidence of continuing in this direction.

In August, 1952, the Bureau of the Census made a survey of the rental housing situation in St. Paul for the purpose of aiding the City Council in making its determination as to whether rent control should remain in effect after September 30 or be extended to April 30, 1953.

This survey indicated that there were at that time 98,000 dwelling units in St. Paul.

2% or 1960 units were vacant

0.8% or 784 units were available for rent

0.4% or 392 units were available for sale

0.8% or 784 units were vacant but not available for rent or sale, or dilapidated.

This survey indicates a vacancy ratio of 1.2% or 1176 non-seasonal not dilapidated units for rent or for sale.

The 1950 census indicated a total of 93,359 dwelling units and a vacancy ratio of 0.6% or 560 non-seasonal not dilapidated units available for rent or for sale. These two surveys both made by the Bureau of the Census indicates that the vacancy ratio for non-seasonal not dilapidated units has doubled between the spring of 1950 and August, 1952.

Local surveys by the Post Office Department also indicate that the housing availability is steadily increasing. This is indicated by the following tables taken from the Post Office surveys dated June 7, 1949 and September 3, 1952:

POST OFFICE SURVEY JUNE 1949

HOUSES & FAMILIES
WITHIN CITY LIMITS
CITY OF ST. PAUL

JUNE 7, 1949

		HOUSES	FAMILIES
SINGLES	1.15 families per unit	47496	4160
DUPLEXES	2.21 " " "	8907	19723
APARTMENTS	5.70 " " "	3542	20215
STORES USED FOR LIVING QUARTERS		232	274
HOTELS		53	681
STORES		3768	- -
OFFICES		3153	- -
GARAGES		328	36
MISCELLANEOUS		998	1296
TOTALS		61556	96885
ROOMING HOUSES		1566	PERSONS 186.3
TOTAL HOUSES		63122	- -

ROOMING HOUSES, REST HOMES, ETC.		PERSONS
ROOMING HOUSES, ETC.		18613
1947		14850
1948		3763
INCREASE	+	

FAMILIES AND POPULATION	
CITY OF ST. PAUL	WITHIN CITY LIMITS
FAMILIES	POPULATION
96885	339,098

Rooming Houses, Rest Homes, Institutions, Etc.	18,613
TOTAL POPULATION	357,711

POST OFFICE SURVEY SEPTEMBER 3, 1952

HOUSES & FAMILIES
WITHIN CITY LIMITS
CITY OF ST. PAUL

SEPTEMBER 3, 1952

		HOUSES	FAMILIES
SINGLES	1.10 Families per Unit	50971	56176
DUPLEXES	2.08 " " "	8326	17360
APARTMENTS	5.54 " " "	3980	22041
STORES USED FOR LIVING QUARTERS		144	157
HOTELS		29	837
STORES		499	- -
OFFICES		5495	- -
GARAGES		37	37
MISCELLANEOUS		608	543
TOTALS		71239	97151
ROOMING HOUSES, REST HOMES, ETC.		1186	PERSONS 9819
TOTAL HOUSES		72425	- -

FAMILIES AND POPULATION	
CITY OF ST. PAUL	WITHIN CITY LIMITS
FAMILIES	POPULATION
97151	340,028

Rooming Houses, Rest Homes, Institutions, etc.	9,819
TOTAL POPULATION	349,847

These tables indicate an increase in dwellings in proportion to family increase and definite decrease in doubling-up of families and a decrease in the number of families living in stores, garages and miscellaneous housing quarters.

A survey by the St. Paul Real Estate Board on April 13, 1951 also indicates a large availability of houses for sale within the financial resources of site occupants. This survey indicated that 82.6% of all houses sold in St. Paul were sold by members of the Real Estate Board and sold at the following prices:

259	sold under	\$ 5,000
642	" from	\$ 5,000 to \$ 8,000
724	" "	\$ 8,000 to \$10,000
644	" "	\$10,000 to \$12,000
486	" "	\$12,000 to \$15,000
223	" "	\$15,000 to \$20,000
103	" for over	\$20,000

House prices for the first 6 months of 1950 were lower than in the same period of 1949. Prices rose 7 to 8% in the last half of 1950 but were still below 1948 levels. Since that time prices have shown a gradual increase for new construction and relatively new homes, but older homes which are within the means of site occupants have tended to decline in price.

With the acquisition of properties in these project areas a large number of families will be able to purchase other homes with the cash equity they receive from the sale of their properties. 33.4% or 495 of the parcels are owner-occupied. It is estimated that at least 1/2 of the above owners will be able to purchase other homes and move without assistance. It is also anticipated that a large number of persons now renting will purchase homes and relocate themselves. These families have been included in the total relocation load and all estimates are based upon the maximum relocation load and minimum estimates of capturability to satisfy the relocation load.

The trend of increased availability indicated by the Bureau of Census survey for rent control purposes and Post Office survey data plus present high rates of new construction and conversion indicate that availability for relocation purposes will be considerably higher than that estimated in this report, and that the Authority should be able

to rehouse all families within the development period estimated without undue difficulty.

Our estimates in this report do not take into consideration the State Law which requires that all Public Housing units cannot be occupied for a period of more than 4 years.

For purposes of estimating the maximum Relocation load, all estimates have been made on a maximum need with a minimum of recapturability.

The incentive to relocate is very evident in both of the project areas. This incentive has been created by the clearance of the Capitol Approach in the City of St. Paul. The following are some of the experiences of the Capitol Approach Commission's Property Manager: They found that at the time notices were sent to vacate, that the people involved had been looking for a new place to live and that the majority of the people had done nothing about actually moving until they knew definitely that the Commission was going ahead with the project. They found as the original area started to be cleared that the psychology of their neighbors leaving spread until the tenants were looking for a new place to move and moving before they had actually received any formal notices.

The Local Housing Authority Office has received a great number of requests for early appraisals and information as to when we plan to proceed, so that area occupants might start moving. A large number of requests have been made for early appraisals by site occupants as they have in mind purchasing other properties. A number of the landlords have been unable to re-rent vacated units because people in the City realize that this area will be cleared soon. This, of course, is working a hardship on these landlords and therefore they are anxious to sell their properties to the Local Housing Authority as soon as possible. Relocation has been "in the air" for a long period of time, and tenants and landlords are anxious to relocate as soon as possible.

Taking into consideration the above experience, as well as experiences from other cities, as to the percentage of the actual total of people that will require help in relocation, it is estimated that the Local Housing Authority will not be required to assist more than 50% of the total number of relocatees. Present housing availability and trends toward increasing availability indicate . there will be ample housing to relocate all of the site occupants in permanent standard housing within the period of this development.

ORGANIZATION

The relocation organization plan is explained in detail in the overall organization plan of the Housing Authority submitted with the Loan and Grant Application. It includes a relocation advisory council of lay citizens of one each representing various groups and professions such as social agencies, minority groups, public relations, and real estate; a relocation officer with overall authority and responsibility for each of the three phases of the relocation problem: (1) Family Assistants (2) Rehousing location (3) Property Management.

Relocation Advisory Council

The Relocation Advisory Council will be established as soon as official review of the redevelopment plan permits the Authority to organize for site acquisition. Composition of this council would be broad enough to embrace the various social and procedural problems which are anticipated. The Director and several members of the Housing and Redevelopment Authority will sit in the council, and thereby provide the policy connection between the boards. These ex-officio members will have veto power over decisions of the Relocation Council. Council members will be appointed by the Authority to serve overlapping three-year terms, so staggered that only 1/3 of the membership will be subject to expiration in any one year. Council members will serve without compensation; expenses incurred on official business will be payable by relocation accounts. Such expenses may include mailing costs, incidental costs of meetings of the council, etc., to the extent of \$100 per year. \$400 is estimated as the maximum for the five-year period of this plan. The functions of the council will be to establish relocation policy, within the general policy laid down by the Authority; to cultivate community support by their representative influence, and by publicity; to review basic matters of relocation procedure and finance; to decide appeal cases; to bring into relocation procedures expert advice on special problems in which the respective members are qualified. The council will meet periodically, frequency depending upon the work load.

Relocation Personnel

Relocation personnel are included in the organization plan of the Housing and Redevelopment Authority submitted with the Loan and Grant Application. This includes position descriptions of duties, responsibilities and qualifications, plus salary schedules. Personnel will include a relocation officer, three family assistants, a housing locator, and two stenographers.

Field Office

A field office for personnel working directly with the tenants will be set up in or near the project area in conjunction with the management field office as outlined in the Management Plan. The two offices will be housed together in an existing suitable building which is likely to be one of the last ones demolished. Supervision of this office will be maintained by the central office through the Redevelopment Supervisor.

GENERAL POLICY

Authority Responsibility

The Authority is responsible for providing, locating, or assisting in locating a decent, safe, and sanitary dwelling unit for every family that is to be displaced from the project area, and such dwelling units must be "not generally less desirable in regard to public utilities and public and commercial facilities and at rents or prices within the financial means of the families displaced from the project area, decent, safe, and sanitary ** equal in number to the number of and available to such displaced families and reasonably accessible to their places of employment". Certain acts committed by a family to be relocated may be construed as a rejection of aid and will relieve the Authority of this responsibility. If a family is evicted for failure to pay rents when due, as outlined in the Management Plan, such eviction, after court action, will constitute relocation and will relieve the Authority of any further responsibility for relocation assistance. If a family refuses a vacancy without valid cause, the Authority will be under no further obligation to extend relocation assistance to that family. (See Eviction Policy)

Low-Rent Housing

Public housing projects now being completed will have sufficient turnover during the period of relocation and clearance to accommodate eligible site families. In addition it is anticipated that an additional project of approximately 500 units will be constructed during the period. First priority will be given these families in strict accordance with state and federal legislation.

Family Groups

Insofar as is possible, family groups will be relocated intact, but the Authority may offer to relocate primary and sub-families separately when required to do so by lack of a vacancy suitable for the family group. Such separate relocations will not be offered if either family consists of less than two persons or has a separate income insufficient for its own needs.

Individuals

While the Authority has no legal responsibility toward single individuals under the Housing Act of 1949, there will be some hardship cases such as single elderly persons that will need assistance. The Authority will render assistance to those single persons that may have considerable hardship in relocating themselves.

Commercial

It is contemplated that no responsibility will be assumed for relocating commercial and industrial establishments other than making facilities for redevelopment available to those eligible for relocation within the project area and who will relocate in accordance with the Redevelopment Plan.

Self-Help

In spite of the assistance which the Authority stands ready to offer, families will be encouraged to find and occupy suitable housing on their own initiative. This policy, it is believed, will result in the most harmonious relationships over the longest period of time and will, in a large measure, alleviate any feeling of autocratic use of power.

EVICTIION POLICY

Residential Properties

It shall be the policy of the Authority to conduct its management and relocation affairs in a manner contemplated to reduce to a minimum the need to resort to eviction proceedings. Evictions will be used in the following cases only:

- a. Non-payment of rent after every effort has been made to induce payment;
- b. Refusal to accept and move to accommodations offered for permanent relocation which when offered are decent, safe, and sanitary; within the financial means of the tenants; and reasonably accessible to transportation and community facilities; and refusal to accept and move to temporary relocations when essential to clearance of a portion of the site in accommodations at least as good in all respects as that he now occupies;
- c. Continued unauthorized or illegal occupancy or nuisance created by the tenant.

Business Properties

The policy in regard to eviction of business tenants will be the same as for residential tenants insofar as the same are applicable.

Relocation by Eviction

In those cases when it shall be necessary to resort to eviction, said evictions ~~will be~~ considered to have effected relocation and the Authority shall be relieved of any further responsibility so far as the relocatee is concerned.

FOLLOW-UP

Public Housing Relocates

The records of the Authority as regards families relocated in low-rent public housing will give sufficient follow-up on persons relocated therein.

Private Housing Relocates

- a. Permanent Relocation. A periodic call may be made on families relocated to permanent accommodations in order that record of their whereabouts may be maintained in the interest of protection to the Authority.
- b. Temporary Relocation. Continued efforts will be made to relocate these families in permanent quarters.
- c. Disappearance. In cases where the family relocates itself and does not notify the Authority prior to moving, efforts will be made to ascertain the whereabouts of the family in the interest of protection against claims against the Authority. These efforts, whether successful or not will be fully documented in the file of family records.

RELOCATION METHODS

Part III of this report schedules relocation at a uniform rate over a five year period. This was done to demonstrate the feasibility of such a schedule. Clearance stages will be decided by the central office in consideration of all elements: the acquisition rate, site improvement and rebuilding plans, demolition and house-moving possibilities, and relocation resources. The plan for relocating families will be based upon proposed clearance schedules. However, no families will be forced to move to maintain clearance schedules unless adequate permanent or temporary dwelling units are provided. It would be impractical now to forecast the stage-by-stage relocation load. Recognizing this, the relocation rate to be assumed for purposes of planning procedure is the uniform rate shown in Table IX, Part III.

Two phases of relocation activity are proposed:

Phase 1, the information phase, begins immediately when the project is approved for acquisition.

- a. The file of site occupant relocation records from the accomplished field survey are reviewed and any required special information is derived.
- b. The stage demand for a given amount of private rehousing, of given apartment sizes, at given rentals, is established and turned over to the Rehousing Locator as a basis upon which to plan his search program.
- c. The stage demand for public housing is established at the same time, and availability plans are worked out in conference with the Public Housing Tenant Selection Office.
- d. A general letter to residents is prepared, informing them fully of project staging plans, telling when relocation is to be started, announcing the Relocation Office and its services, introducing the Family Assistants, stating the eligibility requirements for public housing, explaining the overall reasons for the project, and appealing for their civic cooperation. The letter will be accompanied by a certificate of receipt and will be delivered by Family Assistants at the time the property is being purchased. The form of this letter and certificate will be as follows:

Relocation Office
123 Avenue Street
Housing and Redevelopment Authority
of the
City of St. Paul, Minnesota

John Doe, Relocation Officer

Office Hours: _____

Phone Number: _____

Information Notice to Tenants

Dear Sir or Madam:

As you probably know from the newspaper articles, houses in this area are being purchased by the Housing and Redevelopment Authority for the purpose of demolishing them to make way for a new development. The entire project area bounded by _____ and _____ streets will be cleared. The City will build new streets, a school and a park; the rest of the cleared land will be sold to private builders for construction of new apartments and commercial buildings. These new buildings will be rented or sold like any other private buildings and will pay the City substantial taxes. The purpose of the projects is to build a new neighborhood in place of the present old one, which will be a great benefit to the public.

The laws under which redevelopment is being accomplished are City Resolutions No. 141047 and 159030; Minnesota Session Laws of 1947, Chapter 487 as amended; and Public Law 171, 81st Congress, 1949.

It is the objective of the Local Housing Authority to assist you in finding another home, which is safe, decent and sanitary, meeting the requirements of applicable City codes, State and Federal laws, which is within your ability to pay, and is reasonably near your place of employment.

You may be eligible for a new public housing unit. You are eligible to apply for a public housing unit if your family income is not more than the following amounts:

Two adults with no children	\$2200
One adult and one minor child, approximately	2300
Two adults and one minor child, approximately	2400
Two adults and two minor children, approximately	2500
Two adults and three minor children, approximately	2800
Two adults and four minor children, approximately	2900

Single individuals are not eligible.

If your income is slightly more than the amounts shown, it may be worth your while to register, because there are certain deductions allowed that may make you eligible for a living unit. If you are in doubt about your eligibility, please come in and inquire or call our office at _____ (no.) .

The house in which you live is now being purchased by the Housing and Redevelopment Authority. Following purchase of your house you will be required to pay rent to the Housing Authority until such time as you can find another home outside the project area. If you fail to pay your rent you may be evicted by court order. If you are evicted you will lose all your rights to help from us in finding and moving to another home. You will not be evicted unless (1) you fail to pay your rent (2) you refuse to move when other suitable housing is available to you (3) or you carry on any nuisance or unlawful activity in your home.

Remember, the block in which you now live will be cleared of all buildings. All families must be moved and relocated prior to the clearing of these buildings. In the event you are unable to find a new location by that time it may be necessary to offer you available temporary living quarters in another block within the project. This will only be temporary, and you will be required to pay rent. Temporary moving will be troublesome and expensive and therefore it will be to your best advantage to start NOW to find a permanent place in which to live outside the project area.

Mr. _____, our Family Assistant, will call on you to determine your needs and answer your questions. He may be able to help you. A certain amount of inconvenience to families cannot be avoided. If you wish our assistance, please cooperate. In order for you to get the most satisfactory location we ask you to start looking for a new place to live NOW, and try to move as soon as possible. If you find your own new location, please notify us as you may have a rent refund coming to you.

You are welcome to come into our office at any time. You may contact Mr. _____, your Family Assistant here if you wish. Office hours are as shown on our letterhead.

Please feel free to contact this office. We will try to help you.

Very truly yours,

Relocation Officer

To the Housing and Redevelopment Authority of the City of St. Paul, Minnesota
Projects UR Minn. 1-1 and UR Minn. 1-2

Receipt for Information Notice to Tenants

This is to certify that I am the head of the family living
at _____,
and that I have personally received a copy of the "Information
Notice to Tenants" of the Housing and Redevelopment Authority of the
City of St. Paul, Minnesota for residents of the Projects known as
UR Minn. 1-1 and UR Minn. 1-2, and that its contents have been explained
to me. I understand that the Relocation Office at _____
is there to assist me with my relocation problems.

Date: _____

Signed: _____

We are trying in this letter to avoid the impression that we will do all the work of finding a new home for the residents without their trying to assist themselves. In other words, we wish to encourage the residents to make every effort themselves to find a new home. It is, however, the intent and purpose of the Relocation Office of the Local Housing Authority to assist in every way possible to expedite the relocation of area occupants in finding safe, decent and sanitary living units.

- e. A general letter and certificate of receipt of the same general type as the letter to residents will be delivered to business owners in the same manner as for residents. The form of this letter and certificate are as follows:

Relocation Office

123 Avenue Street

Housing and Redevelopment Authority
of the
City of St. Paul, Minnesota

John Doe, Relocation Officer

Office Hours: _____

Phone Number: _____

Informational Statement For Business Owners

Dear Sir:

As you probably know from newspaper articles, buildings in this area are purchased by the Housing and Redevelopment Authority for the purpose of demolishing them to make way for a new development. While the building that you occupy may not contain any poor dwellings, its location is such that it hampers complete redevelopment and consequently, it must be removed. The entire project area bounded by _____ and _____ streets will be cleared. The City will build new streets, a school, and a park; the rest of the cleared land will be sold to private builders for construction of new apartments and commercial buildings. These new buildings will be rented and sold like any other private buildings and will pay the City substantial taxes. The purpose of the project is to build a new neighborhood in place of the present old one, which will be of great benefit to the public in general. It is the objective of the Housing and Redevelopment Authority to assist you in relocating your business, but if you do not pay your rent or otherwise willfully obstruct the progress of demolition work, you may be subject to immediate eviction.

Certain types of businesses may be eligible for relocation within the project area after redevelopment facilities are ready. You will be required to pay rent to the Housing and Redevelopment Authority after the purchase of your property. Notice of termination of your month-to-month lease, which you will be required to sign, will be given at least 30 days in advance of such termination. It will be to your advantage to start NOW to find a new location. The successful completion of this project will be of benefit to all St. Paul business and indirectly will be of benefit to you. Please cooperate.

If you have any questions you are welcome to come into our office at any time. You may contact Mr. _____, your Relocation Assistant, here if you wish. Office hours and telephone number are listed on our letterhead.

Please feel free to contact this office. We will try to help you.

Very truly yours,

Relocation Officer

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To the Housing and Redevelopment Authority of the City of St. Paul, Minnesota
Projects UR Minn. 1-1 and UR Minn. 1-2

Receipt for Informational Statement for Business Owners

This is to certify that I, as the owner and head of the business located at _____ and doing business at the _____
(Firm Name) _____, have personally received a copy of the Informational Statement for Business Owners from a representative of the Housing and Redevelopment Authority of the City of St. Paul, Minnesota. I understand that the Relocation Office at _____ is there to assist me with my relocation problems.

Date: _____

Signed: _____

- _____
Title
- f. At the time the Family Assistant delivers the Informational Letter, he will fill out the "Site Occupant Relocation Record" form. A copy of this form is as follows:

Interviewer _____
Date of Interview _____
UR Minn. _____

HOUSING AND REDEVELOPMENT AUTHORITY
OF THE CITY OF ST. PAUL, MINNESOTA
Projects UR Minn. 1-1 and UR Minn. 1-2

Parcel No. _____
No. of Dwelling Units _____
Relocation class this family _____

SITE OCCUPANT RELOCATION RECORD

Address _____ Type of Dwelling _____ Owner occupied _____ Rented _____
Owner's Name _____ Address _____ Phone No. _____
Tenant's Name _____ Phone No. _____ Apt No. _____ Floor this unit is on _____

List Persons Living In This Unit

Name	Relationship	Sex	Age	Marital Status	Place of Employment	Annual Salary	Other Income	Race	Citizen	Veteran	In
							Pension, Relief, Etc.		of USA		Service
2.											
3.											
4.											
5.											
6.											

Housing Information : Site Location: _____
Owner _____ Tenant _____ Sub-Tenant _____
Contract Rent \$ _____ per _____
Utilities \$ _____ per _____
Gross Rent \$ _____ per _____
Rent received \$ _____ per _____
Furnished _____ Unfurnished _____
No. Rooms _____ No. Bedrooms _____
Overcrowded: Yes _____ No _____
Exclusive occupancy
by family: Yes _____ No _____
Private bath: Yes _____ No _____
Private inside toilet: Yes _____ No _____
Private Running Water:
Hot: Yes _____ No _____
Cold: Yes _____ No _____
Private kitchen: Yes _____ No _____
Adequate heating: Yes _____ No _____
Adequate lighting: Yes _____ No _____
Standard housing: Yes _____ No _____

Relocation Need
Public Housing

Family appears to be eligible Yes _____ No _____
Application made Date _____ Case No. _____
Application accepted Date _____
Application rejected Reason _____
Will family accept public housing Yes _____ No _____
If no, state reason _____

Private Housing

Does family have any plans for relocation _____
Will family desire to purchase _____ rent _____ unit
If Rental unit:
What rent is family willing to pay _____ per _____
What utilities should this rent include: heat _____ gas-light _____ water _____
Should unit be furnished _____, furnished with _____
If Unit to be purchased:
What price can family pay _____
What down-payment can family pay _____
What monthly mortgage payment can family pay _____
What relocation assistance will be requested _____

REMARKS: _____

SITE OCCUPANT RELOCATION RECORD (Cont.)

Relocation Unit Offered

Date	Location	Date Accepted	Reason rejected

Relocation Assistance Given (owner or tenant)

Disposition of Vacated Unit

Date to be vacated _____ Extended _____ Date vacated _____

Relocated _____ Eviction started _____ Evicted _____

Address to which moved _____

Purchase _____ Rental _____ Temp. on site _____ Temp. off site _____

Unknown _____

Relocated by _____ Tenant's initiative _____ Relocation staff _____ Eviction _____

Permanently relocated at _____

Interview Record

Date	Interviewer	Remarks
1. _____		
2. _____		
3. _____		
4. _____		
5. _____		
6. _____		

Phase 2, the action phase, will begin simultaneously with property acquisition.

- (a) Assignment of families. The Family Assistant will be assigned to specific families and will familiarize himself with the characteristics of each family as described by the interview reports on file, and will set up a folder on each family including all the information and forms to be used in processing relocation.
- (b) Visiting families. The Family Assistant will visit respective families, correcting family data records as necessary, answering families' questions, and impressing them with the Family Assistant's dual responsibility to assist families and to see that relocation is accomplished. He will also explain other details of plan to families involved.
- (c) Listing vacancies. Meanwhile, the relocation office is rounding up vacancies by
 - (1) having options placed on all voluntary vacated units elsewhere on the project than in the first-stage acquisition section, in order to capture them for temporary rehousing;
 - (2) listing public housing current availability; and
 - (3) listing private rental vacancies and reserving them by rent deposits as necessary;
 - (4) all vacancies will be described on the "Vacancy File Card and Rehousing Inspection Form" a sample of which follows:

HOUSING AND REDEVELOPMENT AUTHORITY
OF THE CITY OF ST. PAUL, MINNESOTA

Projects UR Minn. 1-1 and UR Minn. 1-2

Relocation Office

Vacancy File Card and Rehousing Inspection Form
(check for dilapidation first; if dilapidated disqualify)

1. Address _____ Unit No. _____ Floor _____
Type of Dwelling _____
2. Name of Owner or Manager _____ Phone _____
3. No. of rooms _____ No. of Bedrooms _____ Date Available _____
4. Contract rent _____ per _____
Includes heat _____ electricity _____ water _____
gas _____ garage _____ what furnishings _____
5. If for sale: Sale Price \$ _____ Down payment \$ _____
Monthly payment \$ _____
6. Type of lease required _____ Deposit required \$ _____
7. Restrictions _____
8. Inspection check list

	Yes	No
Private bath		
Private toilet		
Inside piped water:		
hot		
cold		
Private kitchen		
Adequate heating		
Adequate lighting		
Suitable environment		
Standard housing		
Temporary housing		
Unfit housing		

Date inspected: _____ Signed: _____

Record of Referrals

Date	Family	Referred	Accepted (Date)	Rejected	Reason
:	:	:	:	:	:
:	:	:	:	:	:
:	:	:	:	:	:
:	:	:	:	:	:
:	:	:	:	:	:
:	:	:	:	:	:
:	:	:	:	:	:
:	:	:	:	:	:

Unit not filled by Site Occupants _____

Reason _____

- (d) Placement conferences. Placement conferences are held in the relocation office, attended by (1) the Family Assistants (2) the Rehousing Locator (3) the Public Housing Tenant Selector (4) the Veterans Emergency Housing Administrator, presided over by (5) the Relocation Officer. Relocation demands are matched, as well as possible, by available supply, and placement assignments are made. Priorities are assigned in competing cases, amounts of direct monetary assistance are decided, rents are set for temporary on-site location units, and the waiting list priority is established. Conferees take their instructions from these meetings, and coordinate their activities accordingly. The Family Assistants immediately inspect the vacancies and pending vacancies which have been allocated to certain families, and record dwelling descriptions on the Vacancy File Card and Rehousing Inspection Form with the purpose of evaluating the qualities of safety, decency, sanitation, and equality with the dwelling unit now occupied by the relocatees. In instances of questionable dwellings, the Family Assistants will confer with the Relocation Officer to evaluate the unit.
- (e) Direct financial assistance to families. A loan and grant fund will be set up to provide direct monetary assistance to individual families needing it for relocation, the amount in each case to be determined by the Relocation Officer in consideration of relative need and priority established by the placement conferences. The Relocation Officer will administer the loans and grants. Loan repayments by families will be credited to the loan fund and will thereby reduce the gross project costs.
- (f) Relocation Bonus Payments. As an aid to relocation it is proposed to refund the first two months' rent as a bonus, providing the tenant relocates himself in a decent, safe and sanitary dwelling within that period.
- (g) Permanent relocation is the objective. The objective of the relocation staff will be permanent rehousing of all families and single individuals in off-site dwellings satisfactory to relocatees. Particularly in the instance of families, the objective will be rehousing which is decent, safe and sanitary, and within the rental ability of relocatees.

Fortunately there will be no minority problem because of the very small portion of the minority relocatees and St. Paul's good record of minority acceptance. Essentially the rehousing problem will be to find decent, safe, and sanitary housing of certain rent levels. Rehousing inspection service, using the above Vacancy File Card and Rehousing Inspection Form, will be offered to all families and individuals. This service will be used in screening rehousing for those families needing a large degree of assistance. Naturally, rehousing inspection will not be mandatory upon families who find their own accommodations; they will be offered this service to use if they so choose.

- (h) Use of temporary on-site relocation if necessary. Temporary rehousing on the project site and Veterans Emergency Housing will be used only as a last resort for difficult families. They will not be encouraged to rely upon temporary rehousing. Moreover temporary rehousing on the project site will not relieve the Relocation Office of responsibility for ultimate relocation in permanent rehousing which is decent, safe, sanitary, and affordable. For purposes of temporary rehousing on the site, only those houses will be used which are, or can be made decent, safe, and sanitary. As a general policy, rents for on-site temporary housing will be established at a level fair to the family, in consideration of previous rent, rental ability, the shortness of occupancy, the cost of moving, and work time lost. In no case will a unit be rented for more than the ceiling rent under existing regulations, or for more than comparable rents elsewhere in the city. Temporarily rehoused families will be given priority for permanent relocation.
- (i) Property Management. The maintenance and security of Authority-owned houses in the project will be the responsibility of the Property Manager until the houses are vacated and turned over to the demolition schedule. (See separate report on Property Management, describing the handling of vacant buildings prior to demolition.) The costs of maintenance and property management will not be charged under relocation accounts; therefore property management services do not appear in the Relocation Costs Summary.

Upon original acquisition, a number of dwelling units will be selected and maintained for use as temporary rehousing. The number of such units will be determined by the relocation officer together with a redevelopment supervisor in consideration of the relocation schedule and the degree of relocation success which is being experienced.

- (j) Relocation Officer has general responsibility. It will be the function of the Relocation Officer to organize the foregoing activities, alter procedures as necessary, and prescribe all the incidental procedures, such as rent collection, eviction, etc.
- (k) Headquarters conferences. The Relocation Officer, Redevelopment Supervisor, and the Relocation Advisory Council will meet periodically to decide appeal cases and special problems, to review basic matters of procedure and finance, and to establish policy.

COSTS OF RELOCATION ACTIVITY

1. Relocation loans - total \$14,300.00

Direct loans will be granted to hardship cases, to pay moving costs and/or first month's rent for relocatees. It is estimated that 520 families of this kind will need loans. It is estimated that these loans will be granted on the basis of approximately \$55 per family average. $520 \times \$55 = \$28,600$ total amount to be loaned. It is expected that approximately 50% of these loans will be defaulted and uncollectible. $50\% \text{ of } \$28,600 = \$14,300$ uncollectible loans. $\$28,600 - \$14,300 = \$14,300$ loss to be charged to relocation expense.

2. Relocation bonus payments - total \$14,900.00

As an aid to relocation it is proposed to refund the first two months' rent as a bonus, providing the tenant relocates himself in a decent, safe and sanitary dwelling, within that period. It is estimated that a total of 373 families plan to rent or purchase other properties. See Economic Research Agency report by Briggs, page 39. This report shows approximately 25% of the total families have plans to move. It is estimated that 80% of this total will move or purchase decent, safe and sanitary dwelling accommodations.

or purchase decent, safe and sanitary dwelling accommodations within the sixty-day period allowed. 80% of 373 families = 298 families that will relocate within the sixty-day period. 298 x \$50 average two months rent = \$14,900, total of bonus payments.

3. "All other costs" of relocation activity will include staff salaries, advertising, and office overhead. These are estimated as follows:

Relocation Activities	Estimated Total Salary or Cost
Relocation Officer	\$ 23,125.00
Family Assistant Supervisor	16,664.25
First Family Assistant	13,443.75
Second Family Assistant	11,352.50
Clerk-Stenographer	10,472.00
Housing Locator	13,396.75
Junior Clerk-Stenographer	7,790.00
Office Overhead	5,000.00
Total overhead cost of purchase and operation of automobiles	6,996.95
Office Rental - Relocation Office	3,840.00
Office Telephone	2,400.00
Janitorial services for relocation office	1,520.00
Fire and extended coverage for office equipment	153.60
Workman's compensation insurance (clerical)	150.14
Workman's compensation insurance (maintenance)	481.82
Incidental costs of relocation council	400.00
Advertising	<u>1,497.60</u>
	100,084.36
Relocation Loans	14,300.00
Relocation Bonus Payments	<u>14,900.00</u>
Grand Total Estimated Relocation Costs	\$128,284.36

The above cost estimates are explained and substantiated in greater detail in the project expenditures budget of the Loan and Grant Application.

AMENDMENT TO THE RELOCATION PLAN AS REVISED FOR REDEVELOPMENT PROJECTS
UR MINN. 1-1 AND UR MINN. 1-2.

The above Relocation Plan is revised to include the following changes:

1. GENERAL POLICY

The paragraph under GENERAL POLICY entitled "Authority Responsibility" is revised by adding the following paragraph:

"Although the Authority is relieved of relocation responsibility as outlined above those families eligible for public housing which are affected by the above provisions will continue to have priority for public housing for a period of three years in accordance with applicable state and federal laws and Authority policy. However, families having the same priority who are not affected by the above provisions regarding Authority responsibility in cases of eviction and refusal to accept a vacancy will be given first consideration for public housing units."

2. FOLLOW-UP

The paragraph under FOLLOW-UP entitled "Private Housing Relocates" is amended by changing paragraph a to read as follows:

"a. Permanent Relocation. A check will be made by the Relocation staff of all dwelling units for permanent relocation after occupancy by the relocatee to insure that the family is properly located in a standard housing unit in accordance with the provisions of state and federal law and Housing Authority policy."

3. RELOCATION METHODS

A. The paragraph under RELOCATION METHODS entitled "Phase 2, the action phase" is amended by changing paragraph (e) to read as follows:

"(e) Direct financial assistance to families. In those cases where a family does not have the financial means to pay moving costs, direct assistance will be given by the Housing and Redevelopment Authority not to exceed moving costs and first month's rent. The Relocation Officer shall have the responsibility of determining whether such a family

should have such financial assistance and the amount of the assistance to be given. In cases of temporary relocation where the Authority provides temporary housing for the relocatee to expedite the clearance of any section of the site, each relocatee so relocated shall be eligible for financial assistance as outlined above. In those cases where a family is in need of financial assistance to move to an available unit and where such family may not wish to accept a direct payment the Relocation Officer may advance such funds as a loan to the relocatee."

B. The paragraph under RELOCATION METHODS entitled "Phase 2, the action phase" is amended by deleting paragraph (f). No bonus payments will be made. Financial assistance will be provided only as outlined in the amendment of paragraph (e) above. It is estimated that the cost of direct assistance as provided in the above amendment will approximate the same amount as originally provided for loan and grant funds and relocation bonus payments.

4. RELOCATION STAGES

The Relocation Plan is hereby amended by adding the following statement as to RELOCATION STAGES:

"It is the intention of the Housing and Redevelopment Authority of the City of St. Paul, Minnesota that relocation will be accomplished by stages. It is recognized that relocation cannot be effectively accomplished without providing for a stage program of relocation. However, an overall stage program for the entire project cannot be accurately determined at this time and will be subject to the inter-action of acquisition rates, relocation availability, site improvement work, and the development program of private developers. It is the intention of the Authority that the first stage for the Western Project will include the properties facing on the north and south sides of the present Rondo Street and housing relocation tracts B, C and J. The purpose of determining this first stage area is to

allow for the development of the Rondo Parkway and the establishment of a buffer on the south of the project and to make available relocation sites on the north of the project for those houses within the main boundaries of the project which are in good condition and can be moved. In the Eastern Project the first stage will include the area reserved for the proposed highway and the area for the proposed new Twelfth Street. The purpose of this first stage is to allow for the construction of the proposed Twelfth Street along the south and east boundary of the project and to establish a buffer area. It is the intention that future stages will proceed northward in both projects. The exact determination of these stage areas will be dependent upon such agreements as may be made with private developers for developing the land and their program for construction. The Authority will submit to the Division of Slum Clearance and Urban Redevelopment a detailed plan for the first stage area including estimates of relocation load, the program of the Authority for relocating the families, and the estimated period of operation. This first stage program will be submitted prior to the commencement of relocation activities. Subsequent stage programs will be submitted to the Division of Slum Clearance and Urban Redevelopment for approval before undertaking relocation in the remaining areas of the site."

5. In cases of any provisions of the original Relocation Plan which may be in conflict with these amendments, the amendments here proposed shall govern.

January 21, 1953