

Process Timeline**Key Milestones of Conversion Process for Blue Bonnet Mobile Home Park**

Event	Date	Ch. 19.72 Timeline
Park owner notified City of reduced occupancy	1/28/16	N/A
City contracted with relocation specialist	2/17/16	
City mailed conversion notices of determination (NoD) to park residents; 90-day option period begins for residents to negotiate for purchase of park	2/10/16	
1st Informational meeting for residents: Presentation of conversion process, city requirements, state law, relocation assistance, Q&A	2/17/16	
Resident interviews by the relocation specialist	Feb – June 2016	
Expiration of 90-day period for resident negotiation of park purchase (no resident organization formed, no notice of interest to park owner)	5/11/16	Within 90 days of City NoD to residents (2/10/16)
Preparation of Draft CIR	June – August 2016	N/A
Draft CIR submitted to City	9/2/16	Within timeframe specified by CDD Director
Draft CIR, relocation benefit letters, meeting invitations, and appraisals delivered to residents (translated as needed)	10/3/16	At least 30 days before the HHSC hearing on the CIR
2nd Informational meeting for residents: Presentation of draft CIR, relocation assistance details, process, timeline	10/13/16	At least 14 days before HHSC hearing
HHSC public hearing and consideration of Draft CIR	11/16/16	At least 30 days after delivery of CIR to residents
Council public hearing and consideration of Draft CIR	1/24/17 (tentative date)	Any time after HHSC hearing on CIR
Tenants select among relocation assistance options. If no selection made by the deadline, relocation specialist shall select the appropriate assistance for the tenant.	5/24/17 *	Within 120 days of Council approval of CIR
Park owner pays/provides all required relocation assistance to tenants and submits verification of payments to City (homeowners must provide title documents to receive payment for MHs)	6/18/17 *	35 days before Termination of Tenancy
Deadline for appraisals, moving cost estimates to be completed by Park owner / Relocation Specialist	7/23/17 *	Within 180 days of Council approval of CIR
Termination of Tenancy / Park Closure (date extended if any appraisals, etc. not completed, as specified in Ch. 19.72)	7/23/17 *	At least 180 days after Council approval of CIR

* If Council approves CIR on 1/24/17. If approval is delayed, all subsequent dates adjusted accordingly.