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DTSC TEMPORARY RELOCATION AND COMPENSATION IMPLEMENTATION PLAN EXIDE PRELIMINARY INVESTIGATION AREA

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SUBJECT: Temporary Relocation and Compensation

DATE: March 29, 2018

The Department of Toxic Substances Control (DTSC) is undertaking cleanup activities to protect public health and the environment from lead deposited as a result of releases from the former Exide Technologies Inc., battery recycling facility located in Vernon, California (Exide Facility). DTSC has prepared a Removal Action Plan (Cleanup Plan) for the cleanup of lead-impacted soil at residential properties, schools, parks, day care centers, and child care facilities within the 1.7-mile area, also known as the Preliminary Investigation Area (PIA), surrounding the former Exide Facility. As part of the cleanup of lead-impacted soil at residential properties, DTSC will offer temporary relocation assistance to residents who choose to relocate and compensation for eligible temporary relocation expenses incurred during the active excavation and removal of lead-impacted soil at the resident's property.

The purpose of this memorandum is to define the guidelines and procedures that DTSC has established and that DTSC staff will follow regarding temporary relocation

assistance and other reimbursement and/or compensation that will be provided to property owners and residents within the PIA during cleanup activities.

The following guidelines are described in this memorandum:

1. Temporary Relocation Assistance During Active Excavation and Removal of Lead-impacted Soil
 - (i) Option for Resident(s) to Remain On Site During Active Excavation and Removal of Lead-impacted Soil
 - (ii) Option for Temporary Relocation and Duration of Temporary Relocation
 - (iii) Eligible Temporary Relocation Expenses
2. Reimbursement for Eligible Temporary Relocation Expenses
 - (i) Instructions on How to Receive Reimbursement
 - (ii) Reimbursement Amounts
 - (iii) Water Usage During Cleanup Activities
 - (iv) Compensation Acknowledgement Form
3. Compensation for Replacement Landscaping
4. Compensation for Lost Wages and Income Incurred by a Licensed Daycare Center or Child Care Facility During Active Excavation and Removal of Lead-impacted Soil
5. Interior Cleaning

1. Temporary Relocation Assistance During Active Excavation and Removal of Lead-impacted Soil

DTSC is offering temporary relocation assistance and compensation associated with the cleanup of single-family residential properties and small multi-family residential properties (e.g., two or three residences on the residential property) within the PIA during active excavation and removal of lead-impacted soil. For larger multi-family residential properties and apartment complexes, DTSC will prepare separate guidelines to address temporary relocation assistance and compensation plans tailored to the specific cleanup planned for the property.

(i) Option for Residents to Remain on Site During Active Excavation and Removal of Lead-Impacted Soil

Residents may stay home while cleanup activities are occurring so long as all doors, windows, and vents are closed while lead-impacted soil is excavated and removed. All cleanup work will be conducted in full compliance with Project Health and Safety Plans, including dust control and monitoring to ensure that dust control measures are effective. The Cleanup Plan also requires the sealing of all vents and open ground floor windows with plastic sheeting as a further precautionary measure. DTSC will also offer a fan or ventless air cooling system to use on a temporary basis until the windows can be opened again following excavation work if the temperature rises above 80 degrees Fahrenheit or upon request. In addition to implementing health and safety measures to ensure dust mitigation; DTSC has conducted a lead exposure assessment (Assessment) for personnel engaged in sampling and on-site excavation and removal of lead-impacted soil at properties within the PIA. Laboratory analytical results from this Assessment showed no detectable lead concentrations in any of the personal air samples or field blanks collected and the results satisfy Cal/OSHA's negative exposure assessment requirements. As a result, personnel engaged in sampling and on-site excavation and removal of lead-impacted soil are not required to wear respiratory protection at the project site, and residents may stay inside the home while the excavation and removal activities are occurring.

(ii) Option for Temporary Relocation and Duration of Temporary Relocation

For residents who choose to voluntarily relocate during active excavation and removal of lead-impacted soil, DTSC will reimburse eligible temporary relocation expenses of up to \$1,000, per household, for residents of single-family residential properties, and residents of each residential unit of a small multi-family residential property if:

- soil excavation and removal is scheduled to take longer than one business day to complete; and
- soil excavation and removal will be conducted using excavating equipment or an excavator such as a backhoe, mini-excavator, or Bobcat.

Generally, soil excavation takes one to two days. However, the time to undertake soil excavation and removal may vary depending on access to the property, the size of the property, the type of equipment used (e.g., a mini-excavator versus picks and shovels), and inclement weather. DTSC will inform the resident(s) of the number of days that soil excavation and removal activities will take for the specific property undergoing cleanup during an initial pre-construction meeting prior to beginning cleanup activities to allow the resident(s) to plan for temporary relocation.

(iii) Eligible Temporary Relocation Expenses

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As stated above, DTSC is offering temporary relocation assistance and compensation associated with the cleanup of single-family residential properties and small multi-family residential properties during soil excavation and removal activities within the PIA. Reimbursement of up to \$1,000 in eligible temporary relocation expenses will be provided to each residential unit, for example, and not to each member of a family. This is in addition to the reimbursement of compensation for landscaping. Eligible temporary relocation expenses of up to \$1,000 during active excavation and removal of lead-impacted soil include:

- Lodging at a hotel or using an online hospitality service, such as Airbnb, for the temporary relocation period;
- Meals during the temporary relocation period;
- Incidentals; and
- Documented pet care expenses (e.g., kennel or pet-friendly hotel fees) incurred by the resident(s) during the temporary relocation period.

Lodging:

A resident(s) may choose to stay at a local hotel selected from a list of hotels provided by DTSC. In this case, hotel lodging costs and fees incurred during the temporary relocation period would be paid for directly by DTSC, with no out of pocket cost for the resident(s).

A resident(s) may also stay at a local hotel or make lodging accommodations of his or her own choosing using an online hospitality service, i.e. Airbnb. A resident(s) choosing this option will have out of pocket expenses. However, DTSC will reimburse the resident(s) for actual, documented lodging accommodation costs and fees incurred by the resident(s) not to exceed the federal Government Services Administration's per diem rate for lodging in the Los Angeles Area—a maximum of \$158 per night, plus any applicable taxes, parking fees, and lodging charges for rollaway beds. Any additional lodging fees incurred by the resident(s), including, but not limited to, fees incurred by the resident in excess of room rates or for damages to hotel property do not qualify for reimbursement.

A resident(s) may also choose to stay with relatives or friends for the temporary relocation period. If the resident chooses to stay with relatives or friends, DTSC will not reimburse the resident for lodging during the temporary relocation period.

Food:

DTSC will reimburse residents staying with relatives or friends or at a local hotel for meals during the temporary relocation period. DTSC will reimburse each resident for meals in accordance with the State of California's per diem rate for state employees and USEPA guidelines for temporary relocation. The per diem rate for meals for State of

California employees is \$41 per day—\$7 for breakfast, \$11 for lunch, and \$23 for dinner. Adults and children 12 years of age and older will receive the full per diem of \$41 per day. Children younger than 12 years of age will receive half (1/2) of the per diem (\$20.50 per day).

Meal expenses will be provided for each day or fraction of a day during which soil excavation and removal activities occur on the resident(s) property.

Incidentals:

DTSC will reimburse each resident(s) for eligible incidental expenses incurred per day per resident relocated during each day or fraction of a day of soil excavation and removal activities. The incidental rate is a rate not to exceed the State of California's incidental rates for in-state travel per a 24-hour period – a maximum of \$5 per day. Eligible incidental expenses include, for example, fees incurred for transportation during relocation (i.e. mileage, gas, taxi or ridesharing service fees).

Pet Care Expenses:

DTSC will reimburse the resident for documented pet care expenses (e.g., kennel or pet-friendly hotel costs) incurred during the temporary relocation period. Many hotels are pet friendly and, with appropriate documentation, DTSC will reimburse the resident(s) for hotel fees incurred by the resident(s) to lodge his or her pet(s). DTSC is not responsible, however, for any damage or injuries caused by the resident's(s') pet(s) during the temporary relocation period.

2. Reimbursement for Eligible Temporary Relocation Expenses

Resident(s) that temporarily relocate during active excavation and removal of lead-impacted soil must provide DTSC with the certain required documentation to obtain reimbursement of temporary relocation expenses.

(i) Instructions on How to Receive Reimbursement

If a resident(s) chooses to stay at a hotel of his or her choosing, then the resident(s) must provide DTSC with a receipt for lodging during the temporary relocation period. If a resident incurs expenses for pet care during the temporary relocation period, the resident must also provide DTSC with a receipt for pet care expenses incurred during the temporary relocation period. No documentation is required for reimbursement of meals during the temporary relocation period. Residents will be reimbursed for meals as described above.

(ii) Reimbursement Amounts

As stated above, DTSC will reimburse eligible temporary relocation expenses of up to \$1,000, i.e., lodging at a hotel or using an online hospitality service such as Airbnb, meals during the temporary relocation period, incidentals, and properly documented pet care expenses, as outlined in these guidelines. DTSC is committed to considering the individual needs and special circumstances of residents, such as physical or special needs, as DTSC assists them during the temporary relocation period, and may, at its discretion to reimburse more than \$1,000 in temporary relocation expenses. At least 10-14 days prior to the start of soil excavation and removal activities, DTSC will meet with a resident(s) at the initial meeting to discuss any individual needs and/or special circumstances the resident(s) or resident's(s') family may have to determine the most suitable temporary lodging. A resident(s) with individual needs and/or special circumstances must submit his or her request in writing for reimbursements above the \$1,000 cap at the initial meeting.

A panel of three DTSC employees will review any requests for reimbursement that exceed the \$1,000 cap. That panel will consist of a member of DTSC's public participation team who attended the pre-construction meeting, a member of DTSC's project cleanup team who attended the pre-construction meeting, and a member from DTSC's Office of Legal Counsel. If any of the designated panel members are absent during the review panel period, the designated backup members will consist of the following: (1) a Supervisor from the Public Participation Unit, a Field Operations Manager from the project cleanup team, and a member from the Office of Legal Counsel. After reviewing the resident's(s') request and prior to the commencement of soil excavation and removal activities, the panel will render a written decision based on these guidelines. The written decision will be in letter format, hand-delivered to the resident(s) by a member of DTSC's staff at the pre-construction meeting or delivered by certified mail.

Additionally, DTSC will compensate the property owner(s) up to \$1,000 in replacement landscaping and water usage costs. Please see Section 6 below for details.

(iii) Water Usage During Cleanup Activities

DTSC may use minimal amounts of water for dust suppression activities during the cleanup, including wetting the soil prior to and during excavation and soil handling activities. DTSC will compensate the resident(s) or the property owner(s) \$35 for water used for dust suppression activities during cleanup. If the property owner(s) pays the water utilities for landscape maintenance, DTSC will compensate the property owner(s) \$35. If the resident(s) pays the water utilities for landscape maintenance, DTSC will compensate the resident(s) \$35. The resident who pays utilities for water will be required to submit proof, i.e. a utility bill, showing that he or she is responsible for paying utilities for water. If provided to the resident(s), the \$35 will be deducted from the up to \$1,000 in compensation provided to the property owner(s) for replacement landscaping.

(iv) Compensation Acknowledgement Form

To receive reimbursement for eligible temporary relocation expenses, resident(s) must provide DTSC with required documentation and sign and provide a Compensation Acknowledgment form to DTSC upon receiving reimbursement. DTSC will provide a copy of the signed Compensation Acknowledgment form to the resident(s) and maintain the original or a signed copy for DTSC. DTSC recommends that the resident(s) keep a copy of the signed Compensation Acknowledgment form and copies of all receipts for eligible temporary relocation expenses.

3. Compensation for Replacement Landscaping

DTSC will compensate the property owner(s) up to \$1,000 in replacement landscaping, including any DTSC water usage costs as described above. This compensation is in addition to the reimbursement of eligible temporary relocation expenses. Please refer to Section 2(iii) above for water usage compensation amounts. Replacement landscaping reimbursement will be determined as follows:

- \$500 if the square footage of preexisting “planted area” (e.g., flower beds and other dedicated areas for plants, flowers, and shrubs) where lead-impacted soil is excavated and removed is 500 square feet or less. “Planted areas” do not include lawns or other areas that are not dedicated for plants, flowers, and shrubs.
- If the square footage of pre-existing planted area where lead-impacted soil is excavated and removed is more than 500 square feet, then the property owner(s) will be provided an additional \$1 per square foot in replacement landscaping costs, not to exceed the \$1,000 cap for compensation in replacement landscaping.

DTSC will measure pre-existing planted areas prior to soil excavation to determine the appropriate compensation for replacement landscaping. A compensation check will be provided to the property owner(s) after the cleanup is completed. The property owner must sign and provide a Compensation Acknowledgment form to DTSC upon receiving compensation for replacement landscaping.

DTSC requests that the resident(s) or property owner(s) remove personal items located in areas of the property to be excavated. If the resident(s) or property owner(s) is (are) physically unable to remove personal items, the resident(s) or property owner(s) may request DTSC’s assistance in removing those items. The cost incurred by DTSC in relocating the personal items will be deducted from the compensation check paid to the property owner(s) for replacement landscaping.

If personal items are still present in areas of the property to be excavated at the time the property is scheduled to be cleaned and the resident(s) or property owner(s) did not

request DTSC's assistance in removing the items in advance, the following may occur: (1) DTSC may, with the resident's(s') or property owner's(s') written permission, move the items to another area of the property. The cost incurred by DTSC in moving the personal items to another area of the property will be deducted from the compensation check paid to the property owner(s) for replacement landscaping; (2) DTSC may attempt to work around the inaccessible area(s); or (3) notify the resident(s) or property owner(s) that a cleanup cannot occur until the resident(s) or property owner(s) remove(s) those personal items.

In addition to compensating the property owner up to \$1,000 in replacement landscaping, DTSC will restore the landscaping by installing sod, decomposed granite, or mulch to be chosen by the property owner(s). Sustainable landscaping is also an option guided by templates that DTSC will show to property owners who choose that option.

As part of the cleanup, DTSC may excavate lead-impacted soil to a maximum depth of 18 inches. Established trees and shrubs, however, will be left in place, with only the top six (6) inches of soil around the roots of established trees and shrubs being excavated. Excavated areas will be backfilled with clean soil.

4. Compensation for Lost Wages and Income Incurred by Licensed Daycare Centers and Child Care Facilities During Active Excavation and Removal of Lead-impacted Soil

DTSC will reimburse owners of licensed day care centers and child care facilities up to \$1,000 for properly-documented lost wages or income incurred during excavation and removal of lead-impacted soil where the day care center or child care facility is located. This is in addition to the reimbursement of eligible temporary relocation expenses and compensation for landscaping discussed above. Within 14 calendar days after completion of the cleanup, the owner of the licensed day care center or child care facility must provide DTSC with a written request and required documentation to be reimbursed for lost wages or income incurred during soil excavation and removal activities. Required documentation generally includes, but is not limited to, a copy of the day care center or child care facility license, and proof of the number of children and the dates that children enrolled at the day care center or child care facility did not attend and did not pay to attend the day care center or child care facility as scheduled due to DTSC's cleanup. It also includes a calculation of the lost wages or income by child that did not attend the center/facility and did not pay to attend the center/facility as scheduled due to DTSC's excavation and removal of lead-impacted soil. DTSC will provide this list of specific documentation required to receive reimbursement for lost wages or income to owners of licensed day care centers and child care facilities during the cleanup.

A panel of three DTSC employees will review any requests for reimbursement for lost wages or income incurred during soil excavation and removal activities. The members

of that panel are identified in Section 2, subdivision (ii) above. After reviewing the resident's(s') request and within five business days after receipt of all completed paperwork, the panel will render a written decision based on this guidance. The written decision will be in letter format, hand-delivered to the owner of the licensed day care center or child care facility by a member of DTSC's staff or delivered by certified mail

The day care center or child care facility owner(s) must also sign and provide a Compensation Acknowledgment form to DTSC upon receiving reimbursement. DTSC will provide a copy of the signed Compensation Acknowledgment form to the owner(s) and maintain the original or a signed copy for DTSC's records. DTSC recommends that the owner(s) keep a copy of the signed Compensation Acknowledgment form and copies of all receipts for eligible temporary relocation expenses.

It is important to note that DTSC and the Department of Social Services, Community Care Licensing Division are not requiring licensed day care centers and child care facility providers to relocate children during DTSC's excavation and removal of lead-impacted soil. All cleanup work will be conducted in full compliance with Project health and safety plans, including dust control and monitoring to ensure that dust control measures are effective. The Cleanup Plan also requires the sealing of all vents and open ground floor windows with plastic sheeting as a further precautionary measure. DTSC also conducted other health and safety measures, as described above in Section 1(i), which have allowed many residents to stay at home during prior residential cleanup activities in the PIA. DTSC Public Participation Specialists are available to speak with day care center and child care facility providers, and/or parents of children attending these centers/facilities about DTSC's cleanup activities and the safeguards in place to keep children and all residents in the PIA safe.

5. Interior Cleaning

DTSC is offering interior cleaning as a further precautionary measure to prevent potential residual exposure from lead in dust or soil tracked into the residence. DTSC will ensure that all residence doors, windows, and vents are closed during soil excavation and removal of lead-impacted soil. All vents and any open ground floor windows will also be covered with plastic sheeting as a further precautionary measure.

Nevertheless, after DTSC completes its cleanup, DTSC will offer the resident(s), the opportunity to have the interior living spaces (i.e., living rooms, dining rooms, bathrooms, bedrooms) of their residence cleaned by a professional interior cleaning service. Professional interior cleaning services will include vacuuming the floors, carpets, upholstery and draperies in interior living spaces with a HEPA vacuum cleaner, followed by wet wipe cleaning of hard surfaces in interior living spaces where applicable. The professional interior cleaning service will work directly with the resident(s) to schedule the interior cleaning.

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If the resident(s) accept(s) professional interior cleaning services, the resident(s) must agree to allow DTSC to provide his/her/their contact information to the professional cleaning service. DTSC will then notify the professional interior cleaning service of the resident's(s') request and provide the resident's(s') contact information.

Attachments:

- Attachment 1: Owner Occupied Unit Relocation Questionnaire
- Attachment 2: Tenant Occupied Unit Relocation Questionnaire
- Attachment 3: Eligible Qualifying Expenses Reimbursement Form
- Attachment 4: Daycare or Childcare Facility Wages Lost Questionnaire
- Attachment 5: FAQs Relocation, Compensation, and Restoration
- Attachment 6: Compensation Acknowledgment Form
- Attachment 7: Site Specific Relocation Form – Large Multi-Unit Properties
- Attachment 8: Template Decision Letter for Reimbursement Requests in Excess of \$1,000 Cap



RELOCATION QUESTIONNAIRE OWNER OCCUPIED UNIT

Property Address: _____

Property Owner Name: _____

Phone Number: _____

Email Address: _____

RELOCATION

Option 1: Remain on Site

- Resident(s) choose(s) to stay home while cleanup activities are occurring.

Option 2: Temporary Relocation

- Resident(s) voluntarily accept(s) temporary relocation from their primary residence to a local hotel, selected from a list of hotels provided by DTSC, at a rate not to exceed \$158 per night, plus eligible qualifying costs and fees for the temporary relocation period. Residents choosing this option will not have to pay out-of-pocket expenses since the lodging accommodations, costs and fees are paid for by DTSC.
- Resident(s) voluntarily accept(s) temporary relocation from their primary residence and chooses to make lodging accommodations of his or her own choosing for the temporary relocation period. Resident(s) choosing this option will have out-of-pocket expenses; however, DTSC will reimburse the resident(s) for actual, documented lodging accommodations at a rate not to exceed \$158 per night, plus eligible qualifying costs and fees for the temporary relocation period.
- Resident(s) voluntarily accept(s) temporary relocation from their primary residence and chooses to stay with relatives or friends for the temporary relocation period. DTSC will not reimburse the resident(s) for lodging accommodations during the temporary relocation period.

DTSC will reimburse eligible temporary relocation expenses of up to \$1,000 for residents of single-family residential properties and residents of each residential unit of a small



multi-family residential property. Reimbursement of up to \$1,000 in eligible temporary relocation expenses will be determined per residential unit, and not per each member of a household.

How many people reside at the home and need to relocate? Adults and youth (ages 12 and older): _____
Children (ages 11 and younger): _____

Does anyone in the household require special assistance during relocation? Yes No

(If yes, please attach a separate sheet explaining the nature of the "special assistance.")

INTERIOR CLEANING

DTSC is offering residents professional interior cleaning services of their residence. If the resident accepts professional interior cleaning services, they must agree to allow DTSC to provide their contact information to the professional interior cleaning service. DTSC will then notify the professional interior cleaning service of the request and provide the resident's contact information. The professional interior cleaning service will work directly with the resident to schedule the professional interior cleaning.

- Resident voluntarily accepts DTSC's offer for professional interior cleaning services.

Questionnaire Completed By:

DTSC Representative's Printed Name

DTSC Representative's Signature

Date:

Verification: *I have reviewed the completed questionnaire and agree that it is completed accurately with the information I provided.*

Property Owner's Printed Name

Property Owner's Signature

Date:



RELOCATION QUESTIONNAIRE TENANT OCCUPIED UNIT

Property Address: _____

Primary Resident Name: _____

Resident Phone Number: _____

Resident Email: _____

Resident Status Verified by:

- Utility Bill [water, electric, gas, garbage,]
- Driver's license
- Other:

Who pays water utilities: Owner Tenant

RELOCATION

Option 1: Remain on Site

- Resident(s) choose to stay home while cleanup activities are occurring.

Option 2: Temporary Relocation

- Resident(s) voluntarily accept(s) temporary relocation from their primary residence to a local hotel, selected from a list of hotels provided by DTSC. Resident(s) choosing this option will not have to pay out-of-pocket expenses since the lodging accommodations, costs and fees are paid for by DTSC.
- Resident(s) voluntarily accept(s) temporary relocation from their primary residence and chooses to make lodging accommodations of his or her own choosing for the temporary relocation period. Resident(s) choosing this option will have out-of-pocket expenses; however, DTSC will reimburse the resident(s) for actual, documented lodging accommodations at a rate not to exceed \$158 per night, plus eligible qualifying costs and fees for the temporary relocation period.
- Resident(s) voluntarily accept(s) temporary relocation from their primary residence and chooses to stay with relatives or friends for the temporary relocation period. DTSC will not reimburse the resident(s) for lodging accommodations during the temporary relocation period.

DTSC will reimburse eligible temporary relocation expenses of up to \$1,000 for residents of single-family residential properties and residents of each residential unit of a small multi-family residential property. Reimbursement for up to \$1,000 in eligible temporary



relocation expenses will be determined per residential unit, and not per each member of a household.

How many people reside at the home and need to relocate?

Adults and youth (*ages 12 and older*): _____

Children (*ages 11 and younger*): _____

Do the resident(s) require special assistance during relocation?

Yes

No

(If yes, please attach a separate sheet explaining the nature of the "special assistance.")

INTERIOR CLEANING

DTSC is offering resident(s) professional interior cleaning services of their residence. If resident(s) accept(s) professional interior cleaning services, they must agree to allow DTSC to provide their contact information to the professional interior cleaning service. DTSC will then notify the professional interior cleaning service of the request and provide the resident's(s') contact information. The professional interior cleaning service will work directly with the resident(s) to schedule the professional interior cleaning.

- Resident(s) voluntarily accepts DTSC's offer for professional interior cleaning services.

Questionnaire Completed By:

DTSC Representative's Printed Name

DTSC Representative's Signature

Date:

Verification: *I have reviewed the completed questionnaire and agree that it is completed accurately with the information I provided.*

Primary Resident's Printed Name

Primary Resident's Signature

Date:



**ELIGIBLE QUALIFYING EXPENSES
REIMBURSEMENT FORM**

Resident(s) understands that DTSC will reimburse each eligible household an amount not to exceed \$1,000 for the following eligible temporary relocation expenses:

1. Lodging accommodations as described in Options 1 and 2 of the Relocation Questionnaire (please attach receipts).
 - o Qualifying expenses include applicable taxes, parking fees, or charges for rollaway beds = \$_____

2. Meal expenses for each day or fraction of a day during which soil excavation and removal activities occur on the property.

Adults and children 12 years and older: \$41 per day, as follows: Breakfast: \$7, Lunch: \$11, Dinner: \$23.

 - o No. of persons age 12 and older: ____ @ \$41/day x ____ day(s) = \$_____

Children younger than 12 years of age: \$20.50 per day (1/2 of the per diem rate).

 - o No. of persons age 11 and below: ____ @ \$20.50/day x ____ day(s) = \$_____

3. Incidental expenses incurred per day per resident relocated for each day or fraction of a day during which soil excavation and removal activities occur on the property. (Rate of \$5 per day.)
 - o No. of resident(s) relocated: ____ @ \$5/day x ____ day(s) = \$_____

4. Pet care expenses and kenneling fees (e.g., kennel or pet-friendly hotel fees) incurred by the resident(s) during the temporary relocation period.

(Appropriate documentation required for reimbursement. Please attach receipts)

 - o No. of pets boarded: ____ @ \$_____/day x ____ day(s) = \$_____

5. Landscaping and water usage
 - o Pre-existing "planted area" size = _____ sq. feet



- o Water usage costs for dust suppression: \$ 35 to resident owner.¹

NON-ELIGIBLE, NON-QUALIFYING RELOCATION EXPENSES

1. Fees incurred by the resident(s) or their guest(s) in excess of the basic room rate at the lodging accommodation, such as long-distance phone calls, internet, Pay Per View television, room service, etc.
2. Fees incurred by the resident(s) or their guest(s) for any damages to property at the lodging accommodation.
3. Fees or costs incurred by relatives or friends who voluntarily provide lodging accommodations to the resident(s) during the temporary relocation period.
4. Costs incurred by DTSC for moving personal items located from the areas of the property to be excavated will not qualify as relocation expenses, and will instead be deducted from the compensation check paid to property owner(s) for replacement landscaping.

I understand that the Relocation Questionnaire and Eligible Qualifying Expenses Reimbursement Form fully describe all benefits and compensation I will be offered by DTSC for temporary relocation due to excavation and removal of lead-impacted soil at my property. I further understand that it is my responsibility to obtain and provide DTSC with receipts and documentation of all qualifying, actual, out-of-pocket expenses incurred during my voluntary temporary relocation due to excavation and removal of lead impacted soil at my property in order to receive compensation from DTSC for such expenses.

Resident's Printed Name

Resident's Signature

Date:

¹ If \$35 reimbursement for water use is provided to the resident, the \$35 in compensation will be deducted from the up to \$1,000 in compensation provided to the property owner(s) for replacement landscaping.



**LICENSED DAYCARE CENTER/CHILDCARE FACILITY
LOST WAGES QUESTIONNAIRE**

Property Address: _____

Is the property a licensed day care center or child care facility? Yes No

Owner/Operator Name: _____

Owner/Operator Phone Number: _____

Owner/Operator Email: _____

Will the day care center or child care facility remain open during cleanup activities? Yes No

If yes, will there be any children not in attendance due to soil excavation and removal activities? How many? _____

If no, how many children are enrolled and will not attend due to closure? _____

(Please complete the "Estimated Wages Lost" section located on the back side of this form.)

Has the owner/operator completed and submitted Form 624 or Form 624B to the Community Care Licensing Division of California? Yes No

Disclaimer: *This form is intended to estimate potential lost wages that an owner/operator may experience due to soil excavation and removal activities conducted at the site. To receive full compensation of up to \$1,000 for lost wages or income, DTSC will require owners/operators to submit appropriate proof and documentation of actual wages lost (which may include fee schedules and enrollment documents) with their final request for compensation of lost wages.*

OPTIONAL RELOCATION

Frequently Asked Questions

Q: Can residents remain in their homes during active excavation and removal of lead-impacted soil at residential properties?

A: Yes. **Residents may stay home while cleanup activities are occurring. All doors, windows, and vents must be closed while lead-impacted soil is excavated and removed.** The contractor will seal open ground floor windows and vents with plastic sheeting as a further precautionary measure. All cleanup work will be conducted in full compliance with Project Health and Safety Plans, including dust control and monitoring to ensure that dust control measures are effective.

Q: Who is eligible for relocation during active excavation and removal of lead-impacted soil at residential properties?

A: Residents (owners or tenants) of single family or small multi-family residential properties may elect temporary relocation during active excavation and removal of lead impacted soil if these activities are scheduled to take longer than one business day to complete and if they will be conducted using excavating equipment such as a backhoe, mini-excavator or Bobcat.

Q: Are residents compensated for relocation costs?

A: Yes. DTSC will reimburse eligible temporary relocation expenses of up to \$1,000 per eligible household during the active excavation and removal of lead-impacted soil from the property.

Q: What are the relocation options offered to residents?

A: Residents electing to voluntarily relocate may stay at a pre-paid hotel arranged by DTSC or at a hotel of their choice (DTSC will reimburse up to \$158 per night for actual, documented expenses). Residents may also choose to stay with relatives or friends, at their own expense.

Q: How long will the optional temporary relocation period last?

A: The optional temporary relocation period will be determined, on a case by case basis, during the pre-construction meeting where DTSC will inform the resident(s) of the number of days necessary for active excavation and removal of lead impacted soil for the specific property. The temporary relocation period will end once all lead-impacted soils have been removed from the property.

Q: What costs will residents be compensated for during relocation?

- A: Eligible temporary relocation expenses of up to \$1,000 (per household) during active excavation and removal of lead-impacted soil include:
- **Lodging** at a local hotel or using an online hospitality service, such as Airbnb, for the temporary relocation period;
 - **Meals** during the temporary relocation period;
 - **Incidentals**; and
 - **Documented pet care expenses** (e.g., kennel or pet-friendly hotel fees) incurred by the resident(s) during the temporary relocation period.

Q: Will the resident be compensated if they choose to stay at a pre-paid hotel arranged by DTSC?

A: If the resident elects to stay a pre-paid hotel arranged by DTSC or its contractors there will be no out-of-pocket expense to the resident for lodging. The compensation would include meals, incidentals and documented pet care expenses.

Q: If a resident chooses to stay at a hotel of their choice, will the resident be compensated?

A: If the resident elects to stay at a hotel of their choice, DTSC will reimburse the resident(s) for actual, documented hotel lodging costs and fees not to exceed the federal Government Services Administration's per diem rate for lodging in the Los Angeles Area **of \$158 per night, plus any applicable taxes, parking fees, and hotel charges for rollaway beds**. Any additional lodging fees incurred by the resident(s), including, but not limited to, damages to hotel property, do not qualify for reimbursement.

Q: Will a resident be compensated for lodging if they choose to stay with family or friends?

A: If the resident chooses to stay with relatives or friends, **DTSC will not compensate the resident for lodging** during the temporary relocation period. The compensation would include meals, incidentals and documented pet care expenses.

Q: Will DTSC compensate residents for meals?

A: Yes. DTSC will reimburse residents for meals during the temporary relocation period. DTSC will reimburse for each resident's meals in accordance with the State of California's per diem rate for state employees and USEPA guidelines for temporary relocation of \$41 per day. **Children younger than 12 years of age will receive half (1/2) of the per diem (\$20.50 per day).**

Q: What are incidental expenses?

A: Eligible incidental expenses include, for example, fees incurred for transportation during relocation (i.e. mileage, gas, taxi or ridesharing service fees). The incidental rate is a rate not to exceed the State of California's incidental rates for in-state travel per a 24-hour period – a maximum of \$5 per day.

Q: Will resident(s) with special needs be accommodated and reimbursed above the \$1,000 cap?

A: DTSC is committed to considering the individual needs and special circumstances of residents, such as physical or special needs, and will assist them during the temporary relocation period. A resident(s) with individual needs and/or special circumstances must notify DTSC of the special needs in writing at the initial meeting. DTSC may, at its discretion reimburse more than \$1,000 in temporary relocation expenses to compensate for the relocation needs. DTSC will meet with the resident(s) to discuss any individual needs and/or special circumstances the resident(s) may have to determine the most suitable temporary lodging.

COMPENSATION

Frequently Asked Questions

- Q: Will a licensed day care center or child care facility be reimbursed for lost wages or income incurred due to soil excavation and removal activities at the property where the day care center or child care facility is located?**
- A: DTSC will reimburse owners of licensed day care centers and child care facilities up to \$1,000 for properly-documented lost wages or income incurred during excavation and removal of lead-impacted soil where the day care center or child care facility is located. This is separate from the reimbursement of eligible temporary relocation expenses for residents of the property.
- Q: How does a licensed day care center or child care facility file for reimbursement of lost wages or income?**
- A: **Within 14 calendar days after completion of the cleanup, the owner of the licensed day care center or child care facility must provide DTSC with a written request and required documentation to be reimbursed for lost wages or income incurred during soil excavation and removal activities.** Required documentation generally includes, but is not limited to, a copy of the day care center or child care facility license and proof of the number of children and the dates that children enrolled at the day care center or child care facility did not attend and did not pay to attend the day care center or child care facility as scheduled due to DTSC's cleanup. DTSC will provide the list of specific documentation required to receive reimbursement for lost wages or income to owners of licensed day care centers and child care facilities prior to cleanup.
- Q: Will residents be compensated for use of water during cleanup activities?**
- A: Yes. DTSC will reimburse the resident(s) or property owner(s) for water used for dust suppression at the property during cleanup. If the occupants are tenants who pay the water utility directly, DTSC will compensate the tenant \$35. If the property owner pays the water utilities for landscape maintenance, DTSC will compensate the property owner(s) \$35. A tenant who pays for water utilities will be required to submit proof (i.e. a utility bill). If provided to the tenant(s), the \$35 will be deducted from the up to \$1,000 in compensation provided to the property owner(s) for replacement landscaping.
- Q: Is compensation offered for replacement landscaping?**
- A: Yes. DTSC will compensate the property owner(s) **up to \$1,000** in replacement landscaping, including water usage costs. Replacement landscaping reimbursement will be provided for "planted areas" (e.g., flower beds and other dedicated areas for plants, flowers, and shrubs) where lead-impacted soil is excavated and removed. The compensation is as follows:

- (1) If the square footage of pre-existing "planted area" is **500 square feet or less** the compensation is **\$500**.
- (2) If the square footage of pre-existing "planted area" is more than 500 square feet, an **additional \$1 per square foot** in replacement landscaping costs, not to exceed the \$1,000.

DTSC will measure pre-existing planted areas prior to soil excavation to determine the appropriate compensation for replacement landscaping. A compensation check will be provided to the property owner after the cleanup is completed. The property owner must sign and submit a Compensation Acknowledgment Form to DTSC upon receiving compensation for replacement landscaping.

PROPERTY RESTORATION ACTIVITIES
Frequently Asked Questions

Q: What must residents do to prepare for cleanup activities?

A: The owner and/or resident is responsible for removing all personal items in areas to be excavated. If the resident or property owner is physically unable to remove personal items, they may request DTSC's assistance in removing those items. The cost incurred by DTSC in relocating the personal items will be deducted from the compensation check paid to the property owner for replacement landscaping.

Q: What if a resident cannot move the items prior to cleanup activities?

A: If personal items are still present in areas of the property to be excavated at the time the property is scheduled to be cleaned and the resident or property owner did not request DTSC's assistance in removing the items in advance, the following may occur: (1) DTSC may, with the resident's or property owner's written permission, move the items to another area of the property. The cost incurred by DTSC in moving the personal items to another area of the property will be deducted from the compensation check paid to the property owner for replacement landscaping; (2) DTSC may attempt to work around the inaccessible area(s); or (3) DTSC may notify the resident or property owner that a cleanup cannot occur until the resident or property owner removes those personal items.

Q: What if the contractor damages my property during cleanup activities?

A: To safeguard property owners, residents, DTSC, and DTSC's contractor(s), photos will be taken of the property prior to the start of construction. In addition, photos will be taken of any personal items moved by the contractor(s) with the resident's or property owner's written permission. Any damage caused by the contractor(s) will be fixed by the contractor(s).

Q: What activities will occur on my property?

A: DTSC may excavate lead-impacted soil to a maximum depth of 18 inches. Established trees and shrubs will be left in place, with only the top six (6) inches of soil around the roots being excavated. Excavated areas will be backfilled with clean soil and restored. Fences may need to be removed during construction, but if removal is required fences will be re-installed.

Q: How will my property be restored?

A: DTSC will restore the landscaping by installing sod, decomposed granite, sustainable landscaping or mulch, to be chosen by the property owner during the pre-construction meeting. A property owner may select a combination of the landscaping materials.

Q: Will the planted areas and planter boxes be restored with plants after the cleanup activities?

A: The property owner may choose the plants of their choice to replant the planted areas and planter boxes. DTSC will compensate the property owner **up to \$1,000** in replacement landscaping including **\$35** for water usage to cover these costs.

Q: Will DTSC offer interior cleaning services?

A: Yes. DTSC is offering interior cleaning as a further precautionary measure to prevent potential residual exposure from lead in dust or soil tracked into the residence. After DTSC completes its cleanup, DTSC will offer the resident the opportunity to have the interior living spaces of their residence cleaned by a professional interior cleaning service.

Q: What does interior cleaning include?

A: Professional interior cleaning services will include vacuuming the floors, carpets, upholstery and draperies with a HEPA vacuum cleaner followed by wet wipe cleaning of hard surfaces in interior living spaces where applicable.

Q: What must a resident do if they choose interior cleaning?

A: If the resident accepts professional interior cleaning services, the resident(s) must agree to allow DTSC to provide their contact information to the professional cleaning service. The professional interior cleaning service will work directly with the resident to schedule the interior cleaning.



Compensation Acknowledgement Form

Property Address: _____

Primary Resident: _____

Primary Resident Phone Number: _____

Primary Resident is: Owner Tenant

Indicate as appropriate with an "X" for the compensation received and initial:

- I have received a compensation check for Eligible Temporary Relocation expenses incurred due to soil excavation and removal activities in the amount of \$_____
- I have received a compensation check for verifiable Wages Lost due to soil excavation and removal activities in the amount of \$_____ (day/child care only)
- I have received a compensation check for replacement landscaping in the amount of \$_____
- I have received a check for water usage reimbursement in the amount of \$35 _____ (Initials)¹
- All documentation required by DTSC (including receipts documenting that these expenses were indeed incurred) is attached to this Compensation Acknowledgement Form

Printed Name

Signature

Date:

¹ This would only be required if the occupant is a tenant rather than the landowner and if the occupant, rather than the landowner, is required to pay for utilities such as water.



Site Specific Relocation Form

Property Address: _____

Property Owner Name: _____

Phone Number: _____

Email Address: _____

PROPERTY CONDITIONS

Provide a detailed description of the excavation activities to occur at the property. Indicate any potential accessibility issues that may arise due to the excavation activities. Include the approximate size of the areas to be excavated, the distance between the excavation area and points of entry to the property (pathways, gates, etc.) and individual residential units (doors, etc.), expected equipment to be used at the site, and the number of days that excavation and removal activities are expected to last.

Total Number of Units on the Property:		Number of days excavation activities are expected to occur:	
Size of expected area to be excavated (Sq Ft):		Distance from excavation area to points of entry (Ft):	

Expected work activities (indicate equipment to be used):



Describe if and how the construction and excavation activities may impact the *mobility* and *accessibility* of the residents living in the property. List any potential barriers that residents may encounter while the construction is occurring and identify which units may be impacted.

PROPERTY DRAWING AND EXCAVATION LOCATION

Indicate the location of residential units to be offered temporary relocation, and their proximity to the excavation area. Indicate the approximate distance (ft.) of residential unit entrances from the excavation areas. Indicate direction of street.

Photos attached to the file: _____ Yes

_____ No



SITE SPECIFIC RELOCATION PLAN

Based on the equipment expected to be used and potential accessibility limitations that may arise at this property, I/we make the following recommendations:

Total number of units to be offered relocation:		Total number of adults to be relocated:	
		Total number of children to be relocated:	

Specific units Recommended for Relocation	<i>Ex Unit A</i>							
Number of Individuals Per Unit	2: C 2: A*							

* C: children; A: adults

Site Specific Plan Completed By:

DTSC Representative's Printed Name

DTSC Representative's Title

DTSC Representative's Signature

Date:

DTSC Representative's Printed Name

DTSC Representative's Title

DTSC Representative's Signature

Date:



Department of Toxic Substances Control

Matthew Rodriguez
Secretary for
Environmental Protection

Barbara A. Lee, Director
1001 "I" Street
P.O. Box 806
Sacramento, California 95812-0806

Edmund G. Brown Jr.
Governor

Month _____, Year

[xxx]

[xxx]

[xxx]

City, CA Zip Code

**RE: NOTICE OF DECISION FOR REIMBURSEMENT OF TEMPORARY
RELOCATION EXPENSES ABOVE \$1,000 INCURRED DURING
EXCAVATION AND REMOVAL OF LEAD-IMPACTED SOIL AT [INSERT
ADDRESS]**

Dear xxxx,

Thank you for participating in the California Department of Toxic Substances Control (DTSC) cleanup of lead-impacted soil in neighborhoods around the former Exide Technologies, Inc. battery recycling facility in Vernon, California (the area referred to as the "Preliminary Investigation Area" or "PIA").

As part of the cleanup of single-family residential properties within the PIA, DTSC offered temporary relocation assistance and reimbursement of eligible temporary relocation expenses of up to \$1,000 incurred during the active excavation and removal of lead-impacted soil, for residents and property owners whose properties are eligible for cleanup based on the levels of lead detected in the soil samples taken from their property. DTSC is committed to considering the individual circumstances of residents, such as physical or special needs, as DTSC assists them during temporary relocation.

DTSC received your written request for reimbursement above \$1,000 and/or other special accommodation for relocation assistance. DTSC has reviewed your request and has approved [denied your request. Your request for reimbursement above \$1,000 was denied for the following reasons: _____]. Because your request has been denied, you will receive reimbursement by way of a compensation check in the amount of \$1,000. Upon receiving a compensation check from DTSC for reimbursement of relocation expenses, you will be asked to please sign and submit a Compensation Acknowledgment form to DTSC.

DTSC looks forward to working with you to clean up your property.

Sincerely,

Mohsen Nazemi, P.E.
Deputy Director, Brownfields and Environmental Restoration Program
California Department of Toxic Substances Control