



# Affordable Senior Housing Resale Guidelines and Procedures



**Emerald Villas**  
Opened in 2000



**Pioneer Villas**  
Opened in 2001



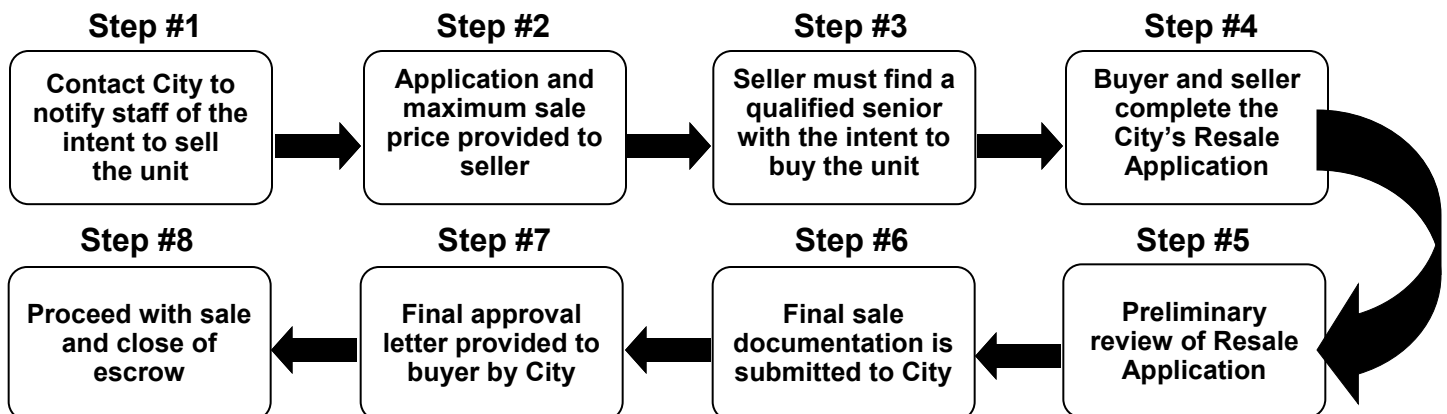
**Fountain Walk**  
Opened in 2007

## Cerritos Affordable Housing Program – Community Information

The City of Cerritos/former Cerritos Redevelopment Agency has developed an award winning affordable housing program in response to the demand for affordable senior housing in the community. Affordable housing in Cerritos is reserved for low- to moderate-income seniors age 62 or older. Emerald Villas, Pioneer Villas, and Fountain Walk contain multipurpose rooms for group activities, parties, and other community events. In addition, each senior housing community contains a community pool or spa, park-like landscaping and meandering pathways, and access to the City’s local fixed-route transit system, Cerritos On Wheels (COW).

## Resale Procedures

In the event that an existing senior housing community homeowner within one of the City’s senior housing communities would like to sell his/her home, the following is an illustrative example of the resale procedure:





**Emerald Villas**



**Pioneer Villas**



**Fountain Walk**

## **Resale Procedures (continued)**

**Step #1: Current Homeowner (seller) to contact and notify City staff of the intent to sell unit:** The seller must immediately contact staff at (562) 916-1201 if he/she wishes to sell his/her affordable senior housing unit. City staff will assist sellers with the resale process.

**Step #2: Application and maximum sale price provided to seller:** Once the seller has notified the City of his/her intent to sell a unit, the City's resale application and maximum sale price is provided to the seller.

**Step #3: Seller must find a qualified senior with the intent to buy the unit:** The seller has the potential to sell to any buyer that meets applicable age and income requirements, as qualified and approved by the City, prior to any resale transaction.

**Step #4: Buyer and Seller complete the City's Resale Application:** Once a prospective buyer is selected by the seller, the buyer and seller must fill out the City's Resale Application and submit to the City for review

**Step #5: Preliminary review of Resale Application:** Upon receipt of an application by the City, the application will undergo a review for eligibility verification by the City. A preliminary approval or denial will be issued for the buyer.

**Step #6: Final sale documentation is submitted to City:** If an approval is issued by the City, the seller and buyer must submit final sale documentation to the City. Sale documentation includes a purchase contract between the seller and the buyer and a copy of escrow instructions.

**Step #7: Final approval letter provided to buyer by City:** When the buyer has submitted all necessary final sale documentation, the City will provide the buyer with a final approval letter and the buyer and seller can proceed with the sale of the unit.

**Step #8: Proceed with the sale and close of escrow:** Upon final approval, the keys and possession of the unit may be transferred to the new City-approved owner.

## **Contact Information**

For additional information regarding the City's Affordable Senior Housing Program, please contact:  
Department of Community Development  
18125 Bloomfield Avenue, Cerritos, CA 90703  
Phone: (562) 916-1366, [www.cerritos.us](http://www.cerritos.us)

# Frequently Asked Questions

**1. Does Cerritos have any existing affordable housing communities?**

Yes. There are currently three existing for-sale senior housing communities in Cerritos (Emerald Villas, Pioneer Villas, and Fountain Walk) and one for-rent assisted living community (Ivy Park at Cerritos). At each of the for-sale senior housing communities, there are affordable units and market rate units.

**2. What is an affordable unit?**

An affordable unit is an income restricted unit designated for persons with either very low-, low-, or moderate household income levels. The maximum household income applicable to each income level is periodically determined by the State of California. Below is a table of the 2024 State Income Limits for Los Angeles County for households containing 1, 2, or 3 persons, as applicable. In order to be eligible based on income, the total annual household income cannot exceed the following state income limits:

Income Category	Number of Persons in Household		
	1	2	3
Very Low Income	\$48,550	\$55,450	\$62,400
Low Income	\$77,700	\$88,800	\$99,900
Moderate Income	\$82,500	\$94,300	\$106,050

**3. Am I eligible to purchase affordable senior housing in Cerritos?**

In order to be eligible to purchase a unit at any of the City’s senior affordable housing communities, the potential buyer must be at least age 62 years or older and meet the income restrictions applicable to the unit.

**4. Do I have to be a Cerritos resident to be eligible to purchase a unit?**

No, City of Cerritos residency is not required.

**5. Does the City of Cerritos have a waiting list?**

No. The City of Cerritos does not maintain a waiting list or an eligibility list to purchase an affordable senior housing unit.

**6. Is there a list of residents who are planning to sell an existing unit?**

No. The City of Cerritos does not maintain a list of units for sale or potential units to be sold.

**7. Can my unit be rented out?**

No. All housing units must be owner-occupied and renting out of a unit is prohibited.

## Frequently Asked Questions (continued)

### 8. Can a homeowner transfer ownership of an affordable unit to his/her children or other family members?

There is no general right to transfer an affordable unit to one's children or other family members. A current owner may transfer ownership of his/her unit to a child or family member only if the new owner meets the age and income requirements necessary to be eligible. A transfer of ownership must always be approved by the City prior to the transfer.

### 9. If a homeowner passes away, what will happen to his/her senior housing unit?

If a current homeowner passes away and does not have a legal spouse residing in the unit, the unit will be subject to the following conditions: (i) the personal representative or trustee, as identified on the homeowner's trust instrument or personal will, will be responsible for the re-selling of the unit, or (ii) if no one has been designated as the personal representative, the homeowner's unit may go through probate court. The probate court will appoint a personal representative to administer the unit and coordinate its resale. Any such unit must be resold to a qualifying senior household and may not be occupied by individuals who do not meet the required qualifications.

### 10. If I own an existing home and I wish to purchase an affordable senior housing unit, can I own both properties?

No. Anyone wishing to purchase an affordable senior housing unit may not own any additional residential real property at the time of purchase. If a potential buyer owns an existing residence, he/she will be required to sell the current residence prior to the purchase of an affordable senior housing unit.

### 11. Is there a maximum resale price for the affordable units?

Yes. Each unit's maximum resale price for the affordable units is determined according to state law and the covenants and restrictions recorded against the unit. The maximum resale price is provided to the seller by the City upon notification of the intent to sell his/her affordable unit.



The Cerritos Senior Center at Pat Nixon Park is a place for senior citizens, age 50 and older to socialize, participate in educational programs, receive human services, and enjoy recreational activities.



## Frequently Asked Questions (continued)

### 12. How is the maximum resale price determined?

The maximum resale price will be the lesser of (i) the purchase price originally paid for the unit by the seller, increased by the percentage increase in the Consumer Price Index (CPI) between the owner's acquisition of the unit and the date of the proposed resale, or (ii) the sales price as determined pursuant to California Health and Safety Code Section §50053(b) for an affordable unit of the applicable income restricted level, as such amount is determined by the City of Cerritos. Attached on pages 7-9 of this informational packet are examples of the maximum sales price calculations for very-low income, low-income, and moderate income units. Please note that these calculations serve as examples, and an actual maximum sales price will be determined on a unit by unit basis.

### 13. Can the buyer pay the seller's closing cost? Can the buyer pay the seller's side of the commission?

The maximum sales price is the maximum amount that may be charged by the seller, directly or indirectly, for the sale of the unit. The seller may not add any additional fees, charges, commissions or other consideration to be received by the seller, directly or indirectly, in exchange for transfer of the residential unit. Any such fees, charges, commissions or other consideration will be added to the amount of the gross sales price being paid by the buyer and the gross sales price may not, directly or indirectly, exceed the maximum sales price.

For example, a unit with a maximum sales price of \$105,387 (see attached sample—Very Low Income unit) does not include closing costs, commission and any other real estate transactional related fees. The City will review the purchase contract between the buyer and seller to determine that the unit is sold at the maximum sales price. In addition, the buyer may not pay for the seller's closing costs and the buyer may not pay for the seller's portion of any commissions.

## Contact Information

For additional information regarding the City's Affordable Senior Housing Program, please contact:

Department of Community Development  
18125 Bloomfield Avenue, Cerritos, CA 90703  
Phone: (562) 916-1366, [www.cerritos.us](http://www.cerritos.us)

## Frequently Asked Questions (continued)

### 14. Can I refinance my unit?

You may only refinance with City approval. When refinancing, your new loan may not exceed the outstanding principal balance of the loan being refinanced, except in very limited circumstances.

### 15. Can I place my unit in a family trust?

Yes, homeowners may place their unit in a family trust upon receipt of prior City approval. All family trusts must be reviewed and approved by the City Attorney and homeowners are required to submit a copy of the draft trust to the City. Any changes to a family trust must be approved by the City Attorney.

### 16. If I want to create a family trust for an affordable unit, what language does the City recommend to include in the draft document?

The City recommends sample language to ensure that the units are sold from an approved senior to another qualified senior. Additionally, the City does not want these affordable units to have a recorded trust that requests a unit to be sold or gifted to children, grandchildren, family members, or other persons who are not qualified based on age and income requirements.

A family trust may have the following language and shall be submitted to the City of Cerritos for approval prior to any transfer or change in property title.

"Notwithstanding anything herein to the contrary, the trust estate property consisting of (address of affordable unit) shall be sold upon the death of Settlor to a qualifying purchaser approved by the City of Cerritos in accordance with the City restrictions recorded against the property (Covenants, Conditions and Restrictions and Right of First Refusal), and the net proceeds of such sale distributed to (name of beneficiaries) in equal shares, per capita."

This sample language will ensure that the family trust is in compliance with the City's affordable housing program requirements. If a family trust was completed without prior City approval, the trust should be amended with similar language and submitted to the City to ensure that the trust is in compliance with City requirements. Please contact the City for additional questions regarding the creation of a family trust or existing family trust.

## Contact Information

For additional information regarding the City's Affordable Senior Housing Program, please contact:  
Department of Community Development  
18125 Bloomfield Avenue, Cerritos, CA 90703  
Phone: (562) 916-1366, [www.cerritos.us](http://www.cerritos.us)

## Frequently Asked Questions (continued)

### Maximum Sales Price Calculation—Very Low Income

#### Cerritos Senior Housing Maximum Sale Price Calculation

Unit Address: 12345 Senior Housing Circle, Unit A  
 APN: 1234-567-890  
 Number of Bedrooms: 1  
 Income Level for Unit: Very Low Income

Last updated: 2024

#### Calculation ① Based on the change in the Consumer Price Index (CPI)

Initial sale price of home: \$55,741 (A)  
 Original sale date: Feb-2000

*CPI for LA/Riverside/Orange County*  
<http://www.bls.gov/cpi/>

Original sale date: Feb-2000 169.300 (B)  
 Today's date: Apr-2024 332.572 (C)  
 Percentage Growth: 96.44% (D) = (C - B) / B

**Adjusted Sale Price based on CPI** \$109,497 (E) = (A) x (1 + D)

#### Calculation ② Based on Median Income Standards

2024 LA County Median Income (LACMI):  
 For a 1-bedroom unit: \$78,550  
 For a 2-bedroom unit: \$88,400

Identify the Maximum Annual  
 Housing Expense for the subject unit:

*For a 1-bedroom unit:*

	Income Factor	Maximum Housing Expense
Very Low	30% x 50% LACMI	\$11,783
Low	30% x 70% LACMI	\$16,496
Moderate	35% x 110% LACMI	\$30,242

*Reference California  
 Health and Safety Code §50053(b)*

*For a 2-bedroom unit:*

	Income Factor	Maximum Housing Expense
Very Low	30% x 50% LACMI	\$13,260
Low	30% x 70% LACMI	\$18,564
Moderate	35% x 110% LACMI	\$34,034

Maximum Annual Housing Expense: \$11,783 *Based on inputs and tables above*  
 Maximum Monthly Housing Expense: \$982 (F)

Annual Property Taxes \$1,176 <https://vcheck.ttc.lacounty.gov/>

Less Allowable Monthly Expenses:  
 Monthly Property Taxes \$98  
 Maintenance and Repairs \$30 *Estimate*  
 Association Fees \$160 *Contact HOA*  
 Gas and Electric \$50 *Estimate*

Total \$338 (G)

Total Available for Principal and Interest (monthly) \$644 (H) = G - F

Estimate of Loan Amount  
 Length of Term (years) 30  
 Interest Rate 7.21% <https://www.bankrate.com>

Loan Principal \$94,762 (I) = (Present Value Function)  
 Less Closing Costs (2%) (\$1,895) (J) = I x 0.02

Loan Value \$92,867 (K) = J - I

Downpayment at 20% \$18,573 (L) = K x 0.2

**Adjusted Sale Price based on Income Standards** \$111,440 (M) = K + L

#### Maximum Sale Price

The maximum sale price is equal to the lesser of ① and ②.

① \$109,497 <-- Lesser

② \$111,440

**Maximum Sale Price \$109,497**

Calculated: 5/16/2024

## Frequently Asked Questions (continued) Maximum Sales Price Calculation—Low Income

### Cerritos Senior Housing Maximum Sale Price Calculation

Unit Address: **12345 Senior Housing Circle, Unit B**  
 APN: **1234-567-890**  
 Number of Bedrooms: **2**  
 Income Level for Unit: **Low Income**

Last updated: 2024

#### Calculation 1 Based on the change in the Consumer Price Index (CPI)

Initial sale price of home: **\$101,565** (A)  
 Original sale date: **Dec-1999**

*CPI for LA/Riverside/Orange County*  
<http://www.bls.gov/cpi/>

Original sale date: Dec-1999 **167.300** (B)  
 Today's date: **Apr-2024** **332.572** (C)  
 Percentage Growth: **98.79%** (D) = (C - B) / B

**Adjusted Sale Price based on CPI** **\$201,899** (E) = (A) x (1 + D)

#### Calculation 2 Based on Median Income Standards

2024 LA County Median Income (LACMI):  
 For a 1-bedroom unit: \$78,550  
 For a 2-bedroom unit: \$88,400

Identify the Maximum Annual Housing Expense for the subject unit:

*For a 1-bedroom unit:*

	Income Factor	Maximum Housing Expense
Very Low	30% x 50% LACMI	\$11,783
Low	30% x 70% LACMI	\$16,496
Moderate	35% x 110% LACMI	\$30,242

*For a 2-bedroom unit:*

	Income Factor	Maximum Housing Expense
Very Low	30% x 50% LACMI	\$13,260
Low	30% x 70% LACMI	\$18,564
Moderate	35% x 110% LACMI	\$34,034

*Reference California Health and Safety Code §50053(b)*

Maximum Annual Housing Expense: **\$18,564** *Based on inputs and tables above*  
 Maximum Monthly Housing Expense: **\$1,547** (F)

Annual Property Taxes **\$1,934** <https://vcheck.ftc.lacounty.gov/>

Less Allowable Monthly Expenses:  
 Monthly Property Taxes \$161  
 Maintenance and Repairs \$30  
 Association Fees **\$185** *Estimate Contact HOA*  
 Gas and Electric \$50 *Estimate*

Total \$426 (G)

Total Available for Principal and Interest (monthly) \$1,121 (H) = G - F

Estimate of Loan Amount  
 Length of Term (years) 30  
 Interest Rate **7.21%** <https://www.bankrate.com>

Loan Principal \$164,958 (I) = (Present Value Function)  
 Less Closing Costs (2%) **(\$3,299)** (J) = I x 0.02

Loan Value \$161,659 (K) = J - I

Downpayment at 20% \$32,332 (L) = K x 0.2

**Adjusted Sale Price based on Income Standards** **\$193,991** (M) = K + L

#### Maximum Sale Price

The maximum sale price is equal to the lesser of 1 and 2.

1 \$201,899  
 2 \$193,991 <-- Lesser

**Maximum Sale Price \$193,991**

Calculated: 5/16/2024



## Frequently Asked Questions (continued)

### Maximum Sales Price Calculation—Moderate Income

#### Cerritos Senior Housing Maximum Sale Price Calculation

Unit Address: 12345 Senior Housing Circle, Unit C  
 APN: 1234-567-890  
 Number of Bedrooms: 2  
 Income Level for Unit: Moderate Income

Last updated: 2024

#### Calculation ① Based on the change in the Consumer Price Index (CPI)

Initial sale price of home:	<u>\$127,794</u>	(A)
Original sale date:	<u>Apr-2000</u>	
<i>CPI for LA/Riverside/Orange County</i>		
<i><a href="http://www.bls.gov/cpi/">http://www.bls.gov/cpi/</a></i>		
Original sale date: Apr-2000	<u>170.600</u>	(B)
Today's date: <u>Apr-2024</u>	<u>332.572</u>	(C)
Percentage Growth:	94.94%	(D) = (C - B) / B
<b>Adjusted Sale Price based on CPI</b>	<b>\$249,125</b>	(E) = (A) x (1 + D)

#### Calculation ② Based on Median Income Standards

2024 LA County Median Income (LACMI):  
 For a 1-bedroom unit: \$78,550  
 For a 2-bedroom unit: \$88,400

Identify the Maximum Annual  
 Housing Expense for the subject unit:

*For a 1-bedroom unit:*

	Income Factor	Maximum Housing Expense
Very Low	30% x 50% LACMI	\$11,783
Low	30% x 70% LACMI	\$16,496
Moderate	35% x 110% LACMI	\$30,242

*Reference California  
 Health and Safety Code §50053(b)*

*For a 2-bedroom unit:*

	Income Factor	Maximum Housing Expense
Very Low	30% x 50% LACMI	\$13,260
Low	30% x 70% LACMI	\$18,564
Moderate	35% x 110% LACMI	\$34,034

Maximum Annual Housing Expense: \$34,034 *Based on inputs and tables above*  
 Maximum Monthly Housing Expense: \$2,836 (F)

Annual Property Taxes \$2,289 *<https://vcheck.ttc.lacounty.gov/>*

Less Allowable Monthly Expenses:

Monthly Property Taxes	\$191	
Maintenance and Repairs	\$30	<i>Estimate</i>
Association Fees	<u>\$457</u>	<i>Contact HOA</i>
Gas and Electric	\$50	<i>Estimate</i>

Total \$728 (G)

Total Available for Principal and Interest (monthly) \$2,108 (H) = G - F

Estimate of Loan Amount

Length of Term (years)	30	
Interest Rate	<u>7.21%</u>	<i><a href="https://www.bankrate.com">https://www.bankrate.com</a></i>

Loan Principal	\$310,305	(I) = (Present Value Function)
Less Closing Costs (2%)	<u>(\$6,206)</u>	(J) = I x 0.02

Loan Value	\$304,099	(K) = J - I
------------	-----------	-------------

Downpayment at 20%	\$60,820	(L) = K x 0.2
--------------------	----------	---------------

**Adjusted Sale Price based on Income Standards** **\$364,919** (M) = K + L

#### Maximum Sale Price

The maximum sale price is equal to the lesser of ① and ②.

① \$249,125 <-- Lesser

② \$364,919

**Maximum Sale Price** **\$249,125**

Calculated: 5/16/2024

## Frequently Asked Questions (continued)

### Additional Housing Resources

#### Los Angeles County Development Authority

700 West Main Street

Alhambra, CA 91801

Phone: (626) 262-4511

Telecommunications Device for the Deaf (TDD): (626) 943-3898

#### Orange County Housing Authority

1501 E. St. Andrew Place

Santa Ana, CA 92705

(714) 480-2700