

HOUSING AUTHORITY of the BIRMINGHAM DISTRICT

METROPOLITAN GARDENS
HOPE VI GRANT PROGRAM

PROGRESS REPORT
November 2007

Program Managers _____

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December 3, 2007

PARK PLACE
GLENBROOK AT OXMOOR

HOUSING AUTHORITY
of the BIRMINGHAM DISTRICT

PROGRESS REPORT No. 89
November 2007

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PARK PLACE GLENBROOK AT OXMOOR

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SECTION 1 STATUS REPORTS

I. HOME OWNERSHIP PROGRAM

November 2007

In Mason City, three separate initiatives are in progress;

- ❖ Phase A, a four house construction procurement with BRIC Construction providing services, the contract was executed in August 2007. BRIC has the four houses framed, the roofing has been installed and mechanical, electrical and plumbing rough-in elements are being installed.
- ❖ Phase B, a sixteen (16) house construction solicitation IFB was issued and KSH was the recommended contractor to be awarded this contract. The contract preparation is currently in progress.
- ❖ Phase C, is the identification of an additional six to ten lots by HABD staff, for a third construction phase. The staff is currently verifying ownership criteria; approval to proceed with the property acquisitions is anticipated within a few weeks.

In Southhampton, all of the houses have been certified as substantially complete and City of Birmingham Certificates Of Occupancy have been issued. Eight of the nine houses have closed and the remaining house is proceeding toward a contract and closing.

The HABD Home Ownership program is continuing. The staff is working to solicit for additional persons for the program and marketing the houses just recently completed.

II. PARK PLACE - PROJECT PROGRESS OVERVIEW

November 2007

A Demolition Project

- i. **Phase 1 Demolition and Phase 2A Demolition**, Blocks B, C, D, E, F work is complete and Close-out and final payments have been processed.
- ii. **Demolition of Block 'A'** is complete. Close-out and final payments have been processed.

B Project Construction Progress

- i. **Infrastructure-Street Improvements Project-Sanitary Sewer Project:**
The first phase of the Infrastructure improvements has been completed. Close-out and final payments have been processed.
- ii. **Infrastructure-Street Improvements Project-Sanitary Sewer Project (Phase II):**
Dunn Construction Company was procured to provide services and a Notice to Proceed was issued, effective June 31, 2005.

All services have been completed but an outstanding balance has yet to be invoiced.

1. Payment Applications:

None submitted during this reporting period.

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SECTION 1
STATUS REPORTS

- iii. **Phase 1 Site Remediation Project Blocks B south, C, F west**
Funds for the Site Preparation Project are included within the HABD Capital Funds commitment for Demolition - Site Preparation pursuant to the Master Developer Agreement, Exhibit D. The project contract is a GMP construction contract in the amount of \$680,000.00 for construction plus MGD construction management fees. Construction services have been completed.
- iv. **Phase 2 Site Remediation Project Blocks D, E, F east**
Site Remediation services related to the Phase 2 development has been completed. The project contract was a GMP construction contract in the amount of \$ 1,084,000.00 for construction plus MGD construction management fees. Construction services have been completed.
- v. **Phase I - New Rental Units Construction;**
Construction - 100% complete. Close-out and HABD final payments have been processed. Final Endorsement closing with FHA occurred on May 25, 2007.
- vi. **Phase II - New Rental Units Construction;**
 - 1. **Construction Progress** – 100% complete, based on the total construction contract value. Payment of the construction retainage funds is pending.
 - 2. **Payment Applications:**
None submitted during this reporting period. Final retainage release is still outstanding
- vii. **Phase III – 76 Unit Mid-Rise Building Construction;**
 - 1. **Construction Progress** – 3.5% complete, Capstone Construction is the contractor building this facility. MGD issued the Notice to Proceed after permitting issues had been remedied with the City and the Building Permit was issued. The planned construction duration is two hundred seventy days (270) days and the NTP was issued on October 1, 2007.

The contractor has obtained the necessary bonds and permits and has begun the actual construction process.
 - 2. **Payment Applications:**
Park Place Phase III, Construction Payment Application No. 2.

C Property Management Recap

The Property Manager reports that speculative traffic/activity continues to be strong. In excess of one hundred persons continue to either call or visit the property each month. Upon issuance of the PTO (Permission To Occupy) certification from the HUD inspector, the keys to the units are released to the property manager from the contractor. All of the phase I, one hundred ninety-seven units and phase II, one hundred ninety-eight units have been released to the property manager.

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**SECTION 1
STATUS REPORTS**

Buildings acquired from the contractor;

Phase I: Buildings 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17 & Leasing Center
Phase II: Buildings 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16.

Occupied Units:

Phase I: One hundred ninety-one, of the one hundred ninety-seven units are currently occupied (97% occupied).

Phase II: One hundred ninety-four, of the available one hundred ninety-eight are currently occupied (98% occupied).

D Developer Work in Progress

MGD is currently focused on the following activities:

- i. Phase II, Final Endorsement coordination with FHA.
- ii. Phase III Block 'A' Development.
- iii. Coordination via the non-profit Carraway CDC, with City of Birmingham Parks and Recreation Department, and vicinity entities regarding Marconi Park.
- iv. Property Management services, including marketing, maintenance and coordination/interaction with residents.

E Approvals Status

Budget Revision No. 6 – HUD Approved

F Project Related Meetings

November 14

HABD HOPE VI Progress Review Meeting

November 19

HABD Board of Commissioners Meeting:

November 28

HABD HOPE VI Progress Review Meeting

G Document Submissions and Notices

- o October Progress Report submitted to HABD by PMT.
- o Park Place Phase III, Closing Payment Application
- o Park Place Phase III, Construction Documents
- o Park Place Phase III, Construction Payment Application No. 2

H Key Project Issues

- i. Phase 3 Mid-Rise Project – Construction Services Phase
- ii. Home Ownership Program
- iii. Block 'A' & Block 'B' North conceptual design coordination.
- iv. Community Center Programming Coordination
- v. Marconi Park Planning Process w/ City of Birmingham
- vi. Reconciliation of Infrastructure costs as related to the City of Birmingham's financial commitment.

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SECTION 2
STATUS REPORTS

III. GLENBROOK AT OXMOOR - PROJECT PROGRESS OVERVIEW

November 2007

I. Off-Site Development - Project Progress Overview

The RFP was released and forwarded to potential proposers, September 8, 2004, with the Pre-proposal Conference, held on September 23rd. Ten proposer entities were represented at this meeting. One proposal was received on September 30, 2004, from Pennrose Properties, LLC/Formation Methods, LLC (P/FM). The Master Development Agreement was executed on September 13, 2005.

The Developer did submit an 'out-of-cycle' tax credit application to the AHFA earlier this year. Based upon preliminary feedback from the AHFA, the application was withdrawn. In September the Developer submitted an enhanced application in advance of the October AHFA Board meeting. The AHFA Board approved the application for funding at the October 10th Board meeting.

The Developer is preparing documentation to submit to HUD for the Site Acquisition Approval process, the developer is continuing to refine the modified Master Plan and submitting appropriate documentation to AHFA, as they proceed towards a March 2008 Phase I closing.

A Project Related Meetings

November 14

HABD HOPE VI Progress Review Meeting

November 19

HABD Board of Commissioners Meeting:

November 28

HABD HOPE VI Progress Review Meeting

B Document Submissions and Notices

- o Pre-Development Loan – Payment application No. 2

C Key Project Issues

- i. Project Budget
- ii. Development Plan
- iii. Procure an Equity Provider
- iv. AHFA Tax Credit Award submissions
- v. Land Acquisition Approval Process via HUD

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SECTION 3
STATUS REPORTS

IV. GRANT PROGRAM FINANCIAL STATUS

The PMT, Project Accountant, Dennis Mobley, continues to monitor the overall project financial status through HABD Finance Department. To date expenditures are in compliance with Approved Predevelopment Budget expectations for Relocation, HABD Administration, Program Management fees and MGD costs including: Demolition, Infrastructure, MGD project management, Pre-Development Loan Agreement pertaining to Third Party Costs and Advance against Developer Fees.

- Park Place Phase III, Closing Payment Application
- Park Place Phase III, Construction Documents
- Park Place Phase III, Construction Payment Application No. 2
- Off-Site Development, Pre-Development Loan – Payment Application No. 2

SECTION 4
APPENDIX

- SITE; UPDATE PHOTOS
- IMS WEEKLY REPORT; PARK PLACE PHASE I, 29 November 2007
- IMS WEEKLY REPORT; PARK PLACE PHASE II, 29 November 2007
- KEY PROJECT ACTIVITIES SCHEDULE, updated to 31 November 2007.
- 60-DAY WORK IN PROGRESS SCHEDULE, updated to 31 November 2007.

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PARK PLACE - PHASE III
Building Staking & Underground Plumbing Stub-Ups

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PARK PLACE - PHASE III
On-Site Stored Materials

OCCUPANCY REPORT

Week Ending:

11/29/2007

Property Name:

Park Place Apartments Phase I

	UNITS			VACANT UNITS	VACANT UNITS	ON NOTICE	ON NOTICE	AVAILABLE FOR LEASE		OCCUPANCY			MOVE-INS/MOVE-OUTS		
	TOTAL UNITS	UNDER CONSTR.	RENTABLE UNITS	TOTAL	PRE-LEASED		PRE-LEASED	UNITS	AVAIL. %	LAST WEEK	THIS WEEK	OCC %	MOVE INS	MOVE OUTS	NET
			+	-		+	-	=							
PROGRAMS															
Authority Assisted Units	87	0	87	3	1	0	0	2	2%	84	84	97%	0	0	0
Affordable Units	40	0	40	2	2	0	0	0	0%	38	38	98%	0	0	0
Market Units	70	0	70	1	1	2	2	0	0%	69	69	99%	0	0	0
SUMMARY	197	0	197	6	4	2	2	2	1%	191	191	97%	0	0	0

TRAFFIC/RENTALS

	Waiting List	Traffic	Appl.	Denials	Unqualified	Net Appl.	Appl. Approved	Appl. Pending
Authority Assisted Units	321	3	0	0	3	0	0	0
Returning Resident List	0	0	0	0	0	0	0	0
Affordable Units	0	0	0	0	0	0	0	0
Market Units	0	4	0	0	0	0	0	0
Section 8 Voucher	0	0	0	0	0	0	0	0
SUMMARY	321	7	0	0	3	0	0	0

PENDING	TRUE
7	

EVICCTIONS

Prepared by: Sheryl Stoffregen

Property Manager: Sheryl Stoffregen

Regional Manager: Janice Clark

OCCUPANCY REPORT

Week Ending:

11/30/2007

Property Name:

Park Place Apartment Phase II

	UNITS			VACANT UNITS	VACANT UNITS	ON NOTICE	ON NOTICE	AVAILABLE FOR LEASE		OCCUPANCY			MOVE-INS/MOVE-OUTS		
	TOTAL UNITS	UNDER CONSTR.	RENTABLE UNITS	TOTAL	PRE-LEASED		PRE-LEASED	UNITS	AVAIL. %	LAST WEEK	THIS WEEK	OCC %	MOVE INS	MOVE OUTS	NET
				+	-	+	-	=							
PROGRAMS															
Authority Assisted Units	85	0	85	1	1	0	0	0	0%	84	84	100%	0	0	0
Affordable Units	35	0	35	1	1	0	0	0	0%	34	34	98%	1	1	0
Market Units	78	0	78	1	1	1	1	0	0%	78	77	99%	0	1	-1
SUMMARY	198	0	198	3	3	1	1	0	0%	195	194	98%	1	2	-1

TRAFFIC/RENTALS

	Waiting List	Traffic	Appl.	Denials	Unqualified	Net Appl.	Appl. Approved	Appl. Pending
Authority Assisted Units	487	2	0	0	2	0	0	0
Returning Resident List	0	0	0	0	0	0	0	0
Affordable Units	3	4	0	0	0	0	0	0
Market Units	1	0	0	0	0	0	0	0
Section 8 Voucher	0	0	0	0	0	0	0	0
SUMMARY	491	6	0	0	2	0	0	0

EVICTIONS	PENDING	TRUE
	4	0

Prepared by: Sheryl Stoffregen

Property Manager: Sheryl Stroffegen

Regional Manager: Janice Clark

METROPOLITAN GARDENS REVITALIZATION










KEY PROJECT ACTIVITIES

ID	Task Name	Start	Finish	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	
				H1	H2	H1	H2	H1	H2	H1	H2	H1	H2	H1	H2	H1
30	Reloc. - Relocate Residents Block D, E, F	Mon 10/16/00	Fri 9/14/01													
31	Reloc. - Relocate Residents Block C	Tue 5/1/01	Wed 1/30/02													
32	Reloc. - Phase 2 - Relocate Residents Block B	Mon 6/18/01	Mon 10/28/02													
33	Reloc. - Phase 2 - Relocate Residents Block A	Mon 6/13/05	Fri 3/3/06													
34	Resident Services	Wed 12/13/00	Fri 6/29/07													
35	CSS Implementation	Wed 12/13/00	Fri 6/29/07													
36	Design & Documents	Tue 1/8/02	Fri 3/28/08													
37	Submit Disposition Application to HUD	Tue 1/8/02	Tue 1/8/02													
38	HUD review/approve Disposition Application	Mon 1/14/02	Mon 8/25/03													
39	Contract Docs - Phase 1 - 100% complete	Fri 5/30/03	Fri 5/30/03													
40	Design Development - Phase 2 - 100% complete	Tue 1/27/04	Tue 1/27/04													
41	Design Development - Phase 3 - 100% complete	Fri 9/29/06	Fri 9/29/06													
42	Contract Docs - Phase 3 - 100% complete	Mon 1/1/07	Mon 1/1/07													
43	Design Development - Phase 4 - 100% complete	Thu 1/31/08	Thu 1/31/08													
44	Contract Docs - Phase 4 - 100% complete	Fri 3/28/08	Fri 3/28/08													
45	Site Prep, Haz Mat Abatement & Demolition	Mon 2/18/02	Fri 3/31/06													
46	Demolition Phase 1 - NTP	Mon 2/18/02	Mon 2/18/02													
47	Demolition - Phase One	Thu 2/21/02	Thu 4/24/03													
48	Demolition Phase 2A - NTP Block B	Wed 10/30/02	Wed 10/30/02													
49	Demolition Phase 2A Block B	Wed 10/30/02	Thu 4/24/03													
50	Infrastructure - Bid Opening	Tue 2/11/03	Tue 2/11/03													
51	Infrastructure Phase 1 - NTP	Mon 6/16/03	Mon 6/16/03													
52	Infrastructure Phase 1 - Construction	Mon 6/23/03	Thu 8/26/04													
53	Demolition - Phase 1 - Final Completion	Thu 10/30/03	Thu 10/30/03													
54	Demolition - Phase 2A - Block B - Final Completion	Thu 10/30/03	Thu 10/30/03													
55	Demolition - Phase 2B Block A NTP	Mon 4/18/05	Mon 4/18/05													
56	Demolition - Phase 2B Block A	Tue 4/19/05	Fri 3/31/06													
57	Construction	Mon 5/19/03	Tue 6/7/11													
58	Construction - Phase 1 - Permits	Mon 5/19/03	Fri 12/19/03													

Project: 071211 Key Project Activities Date: Fri 12/28/07	Task		Milestone		External Tasks	
	Split		Summary		External Milestone	
	Progress		Project Summary		Deadline	

METROPOLITAN GARDENS REVITALIZATION KEY PROJECT ACTIVITIES

ID	Task Name	Start	Finish	2000		2001		2002		2003		2004		2005		2006		2007		2008		2009		2010		2011			
				H1	H2	H1	H2	H1	H2	H1	H2	H1	H2	H1	H2	H1	H2	H1	H2	H1	H2	H1	H2	H1	H2	H1	H2	H1	H2
59	Phase 1 - Construction B, C, F	Tue 12/23/03	Tue 10/4/05																										
60	Phase 1 - Construction NTP	Mon 12/22/03	Mon 12/22/03																										
61	Phase 2 - Construction NTP	Mon 1/10/05	Mon 1/10/05																										
62	Phase 2 - Construction D, E, F	Mon 1/10/05	Wed 1/31/07																										
63	Phase 3 - Construction NTP	Mon 10/1/07	Mon 10/1/07																										
64	Phase 3 - Construction Block B	Tue 10/2/07	Mon 10/13/08																										
65	Phase 4 - Construction Ownership Units	Mon 6/2/08	Tue 4/21/09																										
66	Off-Site; Phase I - Construction NTP	Mon 5/12/08	Mon 5/12/08																										
67	Off-Site; Phase I - Construction	Tue 5/13/08	Fri 7/31/09																										
68	Off-Site; Phase II - Construction NTP	Fri 12/19/08	Sun 12/21/08																										
69	Off-Site; Phase II - Construction	Mon 12/22/08	Mon 6/21/10																										
70	Off-Site; Phase III - Construction NTP	Thu 1/14/10	Thu 1/14/10																										
71	Off-Site; Phase III - Construction	Fri 1/15/10	Tue 6/7/11																										

Project: 071211 Key Project Activities Date: Fri 12/28/07	Task		Milestone		External Tasks	
	Split		Summary		External Milestone	
	Progress		Project Summary		Deadline	

METROPOLITAN GARDENS REVITALIZATION

60 DAY LOOK AHEAD - WORK IN PROGRESS

ID	Task Name	Start	Finish	2008					2009	
				Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1
1	Finance	Fri 6/15/07	Fri 6/15/07							
2	Phase 3 - Closing	Tue 9/11/07	Tue 9/11/07	◆ 9/11						
3	Phase 4 - Closing	Thu 5/22/08	Thu 5/22/08				◆ 5/22			
4	Resident Services	Fri 6/15/07	Fri 6/15/07							
5	CSS Implementation	Wed 12/13/00	Thu 6/28/07							
6	Design & Documents	Mon 5/28/07	Wed 9/10/08	[Thick black bar]						
7	DD - Phase 4 - Prep DD's	Mon 5/28/07	Tue 11/27/07	[Blue bar]						
8	DD - Phase 4 - Cost Estimate	Fri 3/28/08	Fri 4/18/08							
9	DD - Phase 4 - 100% Complete	Mon 4/21/08	Mon 4/21/08				◆ 4/21			
10	DD - Phase 4 - HABD/PMT Review	Tue 4/22/08	Tue 5/6/08							
11	DD - Phase 4 - Submit to DRC	Wed 5/7/08	Wed 5/7/08				◆ 5/7			
12	DD - Phase 4 - DRC Approval	Thu 5/8/08	Thu 5/22/08							
13	CD - Phase 4 - Prep Documents	Tue 4/22/08	Tue 8/5/08							
14	CD - Phase 4 - Cost Estimate	Wed 8/6/08	Mon 8/25/08							
15	CD - Phase 4 - 95% Complete	Tue 8/26/08	Tue 8/26/08							
16	CD - Phase 4 - 100% Complete	Wed 8/27/08	Wed 8/27/08							
17	CD - Phase 4 - HABD/PMT review	Thu 8/28/08	Wed 9/10/08							
18	Construction	Fri 9/14/07	Fri 7/31/09	[Thick black bar]						
19	Construction - Community Center	Mon 2/11/08	Mon 8/11/08							
20	Construction - Phase 3; Permits & Approvals	Fri 9/14/07	Fri 9/14/07							
21	Construction - Phase 3; NTP	Mon 9/17/07	Mon 9/17/07	◆ 9/17						
22	Construction - Phase 3; Blk B North	Tue 10/2/07	Mon 10/13/08							
23	Construction - Phase 3; Mobilization	Tue 9/18/07	Mon 10/1/07							
24	Construction - Subst. Comp. Comm. Center	Tue 8/12/08	Tue 8/12/08							
25	Construction - Phase 4; Homeownership Units	Thu 9/11/08	Fri 7/31/09							
26	Close-Out & Commissioning	Mon 10/2/06	Wed 8/1/07	[Thick black bar]						
27	Phase 2 Lease-Up	Mon 10/2/06	Wed 8/1/07							
28	DOFA - Phase 2	Fri 3/30/07	Fri 3/30/07							
29	Phase 2 - Close-out Certified	Fri 7/27/07	Fri 7/27/07	◆ 7/27						

Project: 071211 60 Day Look Ahead Date: Fri 12/28/07	Task	[Blue hatched bar]	Milestone	◆	External Tasks	[Grey bar]
	Split	[Dotted blue bar]	Summary	[Thick black bar]	External Milestone	◆
	Progress	[Thick black bar]	Project Summary	[Grey bar]	Deadline	↓

METROPOLITAN GARDENS REVITALIZATION

60 DAY LOOK AHEAD - WORK IN PROGRESS

ID	Task Name	Start	Finish	2008					2009	
				Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1
30	EIOP - Phase 2	Mon 6/4/07	Mon 6/4/07	4						
31	Off-Site Development	Mon 8/7/06	Fri 10/7/11							
32	Off-Site Housing Dev't / Acquis. 100 PH	Mon 8/7/06	Fri 10/7/11							
33	Prepare LIHTC Application	Fri 12/29/06	Wed 2/14/07							
34	Site Masterplan	Wed 1/31/07	Tue 7/31/07							
35	Schematis Design	Fri 6/1/07	Tue 7/31/07							
36	Submit ARP	Mon 7/16/07	Fri 9/14/07							
37	HUD Approve ARP	Mon 9/17/07	Mon 10/15/07							
38	HUD Part 50 Environmental Review	Mon 9/17/07	Mon 10/15/07							
39	Submit LIHTC Application	Thu 2/15/07	Thu 2/15/07							
40	AHFA Review LIHTC Application	Fri 2/16/07	Fri 2/23/07							
41	Design Development	Wed 8/1/07	Mon 10/15/07							
42	Prepare Construction Documents	Tue 10/23/07	Tue 1/22/08							
43	Prepare LIHTC Application - Resubmittal	Mon 7/16/07	Fri 9/14/07							
44	Re-Submit LIHTC Application	Thu 10/4/07	Thu 10/4/07							
45	Phase I - LIHTC Award	Thu 10/11/07	Thu 10/11/07							
46	Prepare RTS/MFP	Fri 10/12/07	Tue 1/8/08							
47	Prepare Evidentiary Documents	Tue 1/8/08	Fri 3/7/08							
48	Submit Mixed Finance Proposal (RTS)	Wed 1/9/08	Wed 1/9/08							
49	HUD Review-Approve RTS	Thu 1/10/08	Wed 3/5/08							
50	Phase II - Submit LIHTC Application	Thu 3/13/08	Thu 3/13/08							
51	Submit Evidentiary Documents	Mon 3/10/08	Mon 3/10/08							
52	HUD Review-Approve Evidentiary	Tue 3/11/08	Fri 4/25/08							
53	Phase I - Bid Out	Mon 3/17/08	Tue 4/15/08							
54	City Permit Review	Mon 3/24/08	Tue 5/6/08							
55	Phase I - Closing	Thu 5/8/08	Thu 5/8/08							
56	Phase I - Construction NTP	Fri 5/9/08	Fri 5/9/08							
57	Phase I - Construction	Mon 5/12/08	Fri 7/31/09							
58	Phase II - Award of Tax Credits	Thu 8/7/08	Thu 8/7/08							

Project: 071211 60 Day Look Ahead Date: Fri 12/28/07	Task	Milestone	External Tasks
	Split	Summary	External Milestone
	Progress	Project Summary	Deadline

METROPOLITAN GARDENS REVITALIZATION 60 DAY LOOK AHEAD - WORK IN PROGRESS

ID	Task Name	Start	Finish	2008				2009			
				Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	
59	Phase II - Closing	Thu 12/18/08	Thu 12/18/08								◆ 12/18
60	Phase II Construction	Mon 12/22/08	Mon 6/21/10								
61	Phase III Construction	Fri 1/15/10	Wed 12/15/10								

Project: 071211 60 Day Look Ahead Date: Fri 12/28/07	Task	Milestone	External Tasks
	Split	Summary	External Milestone
	Progress	Project Summary	Deadline