

**EXHIBIT 1**

**HOUSING AUTHORITY of the BIRMINGHAM DISTRICT**

**TUXEDO COURT**

**PROGRESS REPORT  
October - 2004**

**Program Managers**

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November 8, 2004

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## **SECTION 1 STATUS REPORTS**

### **RESIDENT RELOCATION AND RETURNS**

October 2004:

The resident population of Tuxedo Court is one hundred twenty-six households.

HABD staff has resurveyed the residents, to clarify their intentions regarding their future housing preference; they have the option of returning to the new community, permanently moving to another Public Housing development or pursue a Section 8 housing voucher.

HABD staff has also been promoting the Homeownership opportunities in conjunction with the Fountain Heights endeavor and encouraging residents to apply for jobs with the vendors and/or contractors that will be working this revitalization, as these entities will be striving to fulfill their Section 3 contractual commitments.

Residents are continually encouraged not to move, in order to remain eligible for services associated with the new development process.

### **COMMUNITY and SUPPORTIVE SERVICES - CSS**

October 2004:

The JCCEO has completed the initial Resident Assessment interviews. The Assessment information is being reviewed according to age, employment, education, income, training interests and needs. JCCEO case workers are working with the residents to determine their individual needs, as may be related to possible assistance in the areas of food, clothing, and/or transportation.

The JCCEO has cleaned the space they are leasing in the Tuxedo School. The JCCEO services, HABD Relocation and Section 8 coordination's will be implemented from this location. The JCCEO expects to be fully operational from this location before the end of November and is planning to have an Out-reach / Open House event, once they are operational at this location.

### **PROJECT PROGRESS OVERVIEW**

October 2004:

#### **1. Project Implementation**

- A. Off-Site Development – Fountain Heights Homeownership Component
  - a. Process planning currently on-going
  - b. The City has stated that a total of twenty properties will be transferred to the HABD by the close of 2004. The deeds of the transferred properties are expected to be free and clear of any encumbrances.
- II. Site Acquisitions
  - a. HABD has title to ten parcels that have been transferred, another five transfer's need to be recorded, another five are pending clarification and HABD has options on five.
- III. Off Site Development Process
  - a. No activity to date

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- B. On-Site Development – Tuxedo Court Property
  - I. Demolition
    - a. No activity to date
  - II. Site Development / Public Improvements
    - a. Pursuant to the RFQ solicitation to procure an engineering entity to perform a Phase I Environmental Assessment, the contract with Birmingham Engineering & Construction Consultants, Inc. (BECC), has been executed and a Notice to Proceed has been issued. The contract length is thirty days.
    - b. The Development Team (HABD/PMT) has been meeting with the City to confirm the conceptual plan components as a basis for the project development and the budget for the infrastructure improvements. Agreement of the Master Plan is the basis of the city commitment to fund the infrastructure improvements and subsequent maintenance. Additionally, City Legal Department staff is preparing the draft documentation of the Intergovernmental Agreement and we are continuing to work with the City to transfer the Fountain Heights properties to HABD.
  - III. Rental Units Development
    - a. No activity to date
  - IV. For Sale Development
    - a. No activity to date

## 2. Project Related Meetings

- ❖ October 12 Tuxedo Court - Residents Meeting
- ❖ October 13 PMT in-house team coordination meeting.  
Coordination Meeting w/ City (Community Development/Jim Fenstermaker), HABD, PMT  
Coordination Meeting w/ City including Dept. Heads, HABD, PMT
- ❖ October 18 HABD Board of Commissioners Meeting
- ❖ October 19 Meeting w/ City (Victor Blackledge), PMT
- ❖ October 25 Financial Obligations Coordination Meeting (HABD, PMT)
- ❖ October 26 Tuxedo Court - Residents Meeting
- ❖ October 27 PMT in-house team coordination meeting.  
Master Planning Coordination Meeting, HABD, PMT
- ❖ October 28 PMT in-house team infrastructure cost estimate coordination meeting.

## 3. Document Submissions and Notices

- ❖ September Program Report
- ❖ Phase I – Environmental Site Assessment Services; Execution of Contract and Notice to Proceed
- ❖ Sub-Grant Agreement for Program Evaluation Services – Miles College
- ❖ RFP for HOPE VI Legal Services
- ❖ RFQ for Architectural/Engineering Services - Draft

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## **PROJECT LOOK AHEAD**

30 – 60 Day Look Ahead:

- ❖ Prepare / Approval of CSS Work Plan by December 14, 2004
- ❖ Coordinate LOCCS set-up with HUD
- ❖ Intergovernmental Coordination with City/County.
- ❖ Prepare HUD Supplemental Submission for HABD review/approval
- ❖ Prepare pre-development budget for HABD review/approval
- ❖ Prepare project schedule for HABD review/approval
- ❖ Distribution of Architectural/Engineering services RFQ (on-site)
- ❖ HOPE VI Legal Counsel Solicitation / Entity Procurement
- ❖ Coordinate w/ City, acquisition of Fountain Heights properties.

## **FINANCIAL REVIEW**

October 2004:

The PMT is currently preparing a project budget for HABD review / approval.

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## **SECTION 2 INFORMATIONAL PHOTOS**



**RESIDENT MEETING (October 26<sup>th</sup>)**

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**RESIDENT MEETING (October 26<sup>th</sup>)**  
Juandalyn Givan, Moderator