



HOUSING AUTHORITY of COLUMBUS GEORGIA

**PEABODY APARTMENTS
HOPE VI REVITALIZATION**

**PROGRESS REPORT
July 2004**

Project Website – www.peabodyhopevi.org

BG/WRT Program Management Team



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August 10, 2004

PEABODY APARTMENTS HOPE VI REVITALIZATION

HOUSING AUTHORITY
of COLUMBUS, GEORGIA

PROGRESS REPORT- No. 15
July 2004

TABLE OF CONTENTS

SECTION 1

Status Reports

- Project Implementation
 General Overview

- Project Progress Overview
 - I Administration
 - II Site Investigation
 - III Master Planning
 - IV Peabody Demolition
 - V Resident Relocation
 - VI Community and Supportive Services - CSS
 - VII Homeownership Program
 - VIII Wynnton Project – Closing
 - IX Peabody Phase 1 Tax Credit Application
 - X Project Related Meetings
 - XI Document Submissions July 2004

- Project Financial Review
 Phase 1 Predevelopment Loan - Invoices to Date

- Schedule Review

SECTION 2

Outstanding Issues

- Key Issues
- Project Look ahead

SECTION 3

Enclosures

- Summary Schedule update to July 30, 2004
- Demolition Schedule
- Relocation Schedule
- 90-Day Look Ahead Schedule: August, September, October 2004

PEABODY APARTMENTS HOPE VI REVITALIZATION

HOUSING AUTHORITY
of COLUMBUS, GEORGIA

PROGRESS REPORT- No. 15
July 2004

PROJECT IMPLEMENTATION

SECTION 1 STATUS REPORTS

Predevelopment – General Overview and Summary July 2004

Administration:

Site Control Agreement between HACG and Integral pertaining to the Demolition Project and the Notice To Proceed has been completed and executed. The Demolition Project is officially in progress.

Infrastructure Construction Services Agreement between HACG and Integral pertaining to the Intergovernmental Agreement remains in the process of legal language negotiation and revision. This extended negotiation process has already seriously impacted conclusion of the Intergovernmental Agreement and implementation of infrastructure design and construction and represents a potential negative impact on Peabody Phase 1 new building construction.

The Integral consultant procurement process has been implemented for Architectural Team Services. Consultant submissions are due August 9. As of August 5th, Integral report that no Columbus Architectural Firms have requested RFP packages. Consequently, HACG Director of Maintenance Services, C Butzon has initiated contact with all local firms advising them of the RFP. As of August 9th, the Developer will also initiate the procurement process for civil engineering services concerning Wynnton Site Development, Infrastructure in the Right-Of-Way at the Wynnton and Peabody Sites and on-site infrastructure at the Peabody Site.

Peabody Phase 1 Tax Credit Application: The tax credit application was submitted as required on May 04. Notice of Award is expected by September 01.

Resident Relocation Project: remains ongoing. As of August 05 there were 11 families remaining on site in the Phase 3 Area.

CSS Program: ongoing. All Peabody Households have been interviewed and all assessments have completed for families participating in the CSS Program. Pastoral Institute will continue to maintain contact with all Peabody families.

Peabody Demolition: the contractual execution process has been completed. The Project has officially commenced. After a seemingly overextended mobilization process, the project is moving ahead with visible work on site. Contractor has encountered problems obtaining necessary services from Atmos concerning shut-down of existing underground natural gas services.

Wynnton Site Property transfer: documents have been submitted to the City Attorney for the purpose of finalizing the Promissory Note and completing the transfer. Completion of the process is pending.

Intergovernmental Agreement: this item remains a critical issue for the advancement of the HOPE VI Project, particularly the Wynnton Project which is currently scheduled to start construction in October, 2004. The Agreement is ready for signatures pending verification and approval of the Construction Services Agreement between HACG and Integral. As noted above, attorneys are in process of debating language.

Homeownership Proposal/Term Sheet: HUD has requested clarifications and revisions. These items primarily relate to the transfer of the City properties. Revised documents will be submitted to HUD as of August 6.

July 2004

Page 3 of 15

BG
Program Management

PEABODY APARTMENTS HOPE VI REVITALIZATION

HOUSING AUTHORITY
of COLUMBUS, GEORGIA

PROGRESS REPORT- No. 15
July 2004

PROJECT PROGRESS OVERVIEW

SECTION 1 STATUS REPORTS

I ADMINISTRATION

Master Developer Agreement (MDA) – the Second Amendment to the Agreement is under discussion between the Developer, HACG and the PMT. This Amendment will clarify the Developer's intentions concerning the Project Design Team.

Pre-Development Loan Agreement – Invoice #3 and #4 have been submitted to HACG. The invoices relate to Third Party Costs only for environmental and site survey work. Additional costs relating to Developer Overhead have not been incurred beyond invoice #2. Funds for these costs are derived from the HOPE VI Grant funds.

Integral-CHI Builder Agreement – a revised Agreement draft has been received from the Developer. As of August 5 the Developer indicates that final Integral-CHI review and revisions will be complete for August 13.

Wynnton Site Property Transfer – concern and discussions have been ongoing relative to the City requirement for property value recapture and the impact on property sale due to this item. HACG and the PMT anxiously await City of Columbus conclusion of the transfer process which is expected in late August.

Intergovernmental Agreement – conclusion of the Agreement remains critical for advancing the design and construction of the Wynnton and Peabody projects.

City of Columbus has approved the terms and language of the Intergovernmental Agreement as of April. Finalizing the HACG's-Integral Construction Services Agreement is prerequisite to the City executing the Intergovernmental Agreement. Conclusion of the Construction Services Agreement has been delayed due to extended legal negotiations concerning terms and language relative to: termination of the Agreement and payment procedures, particularly HACG guarantees for payment to the Developer.

Design and Engineering Team Procurement – the Developer has initiated an open, competitive procurement process for architectural services necessary for Peabody design. The RFP has been issued as of July 26; being advertised in local newspapers, the local Dodge Room, the local AIA Chapter and on the Project Website. As noted above; the Developer has reported as of August 5 that Columbus architectural firms have not responded to the RFP Notice to request information packages.

Considering delays surrounding the Intergovernmental Agreement, the Developer will commence the procurement for engineering services as of August 09, in advance of completion of the Intergovernmental Agreement.

Section 3 Plan – the Developer submitted a draft Section 3 Plan to HACG and the PMT during the month of July. HACG's and the PMT requested revisions to the document and resubmission. A revised Plan was received from the Developer as of August 5 and is currently under review with HACG and the PMT.

PEABODY APARTMENTS HOPE VI REVITALIZATION

HOUSING AUTHORITY
of COLUMBUS, GEORGIA

PROGRESS REPORT- No. 15
July 2004

PROJECT PROGRESS OVERVIEW

SECTION 1 STATUS REPORTS

Item I ADMINISTRATION - continued

Resident Relocation: Phase 1 Resident Relocation is complete. Phase 2 Relocation is complete. Phase 3 Relocation continues to progress. Completion is expected in early September as planned.

HOPE VI Program Evaluation: CSU are actively engaged in the Project. CSU submitted a draft baseline report in mid-July to HACG's. The document will require further revision. .

Homeownership Proposal – The Document was formally submitted to HUD as of June 30th. HUD has requested revisions and clarifications which have been completed and submitted to HUD as of August 6.

Homeownership Evidentiary Package – legal teams have completed documentation necessary for the HUD process. Final documents were submitted to HUD as of August 06.

Budget Revision – considering project progress and particularly, submission of the Homeownership Proposal and commencement of the Demolition Project; the PMT have submitted a revised Project Budget to HUD Headquarters for review and approval. The revised budget will enable availability of HOPE VI funds for the Demolition Project and anticipated additional consultant costs pertaining to Peabody Design.

II SITE INVESTIGATION – EXISTING CONDITIONS – ENVIRONMENTAL ASSESSMENT

ALTA Survey:

Jordan, Jones and Goulding have completed a revised Site Survey drawing for the Wynnton Site.

Environmental Assessment:

The Environmental Approval process for the Wynnton Site has not yet been initiated.

Site Drainage Design, Site Development and Infrastructure Design: completion of these activities is critical for advancing the Wynnton Project. The Developer will commence the consultant procurement process as of August 09.

PEABODY APARTMENTS HOPE VI REVITALIZATION

HOUSING AUTHORITY
of COLUMBUS, GEORGIA

PROGRESS REPORT- No. 15
July 2004

PROJECT PROGRESS OVERVIEW

SECTION 1 STATUS REPORTS

III MASTER PLANNING

HACG has not yet provided final approval for an overall Peabody Masterplan. The current Plan must be revised to reflect required setback variances, parking variances, correct building types, building footprints and building locations.

The next phase of Master Planning activities include:

- revisions in response to financial model revisions
- revisions necessary for compliance with setback restrictions and variances.
- revisions necessary for compliance with parking requirements.
- revisions in response to proposed building design dimensions and final locations of new buildings on the site.
- preparation of the Amended Revitalization Plan for submission to HUD.

A design meeting has been scheduled for August 12 to review necessary revisions and commence the building design process.

IV PEABODY DEMOLITION

The official Notice To Proceed was issued as of July 12, 2004.

Following a period of mobilization, the contractor completed the permitting process by late July. Fencing of the site started during the last week of July and is expected to be complete by August 09. Building prep for abatement work also started during the last week of July and is currently in full progress. Demolition of buildings will commence when abatement has been sufficiently advanced and utility re-routes and shut-downs have been completed. As of reporting date, the contractor has expressed continued frustration with lack of service from Atmos to shut down and reconnect natural gas lines. There is concern that heavy equipment operating on site will damage existing live service lines in the demolition area.

In conjunction with the demolition process, a resident information meeting was completed July 15 in order to inform residents regarding the demolition schedule, the work process and address any resident concerns. A representative from the local Health Department also attended the meeting to respond to health and safety issues particularly pest control procedures. The meeting was attended by 6 families.

PEABODY APARTMENTS HOPE VI REVITALIZATION

HOUSING AUTHORITY
of COLUMBUS, GEORGIA

PROGRESS REPORT- No. 15
July 2004

PROJECT PROGRESS OVERVIEW

SECTION 1 STATUS REPORTS

V RESIDENT RELOCATION

Resident Population: As of August 05, the resident population at Peabody is 11 households.

Relocation Stats as of July 21:

- 278 families total relocated to date
- 177 families relocated to date to other PH communities
- 94 families relocated to date to Section 8 housing
- 80 families to date relocated outside the scope of the Relocation Project due to other circumstances
- 196 families to date have expressed interest in returning to the new community

Revised Resident Relocation Schedule remains as follows:

- Phase 1 Relocation **complete as of February 13, 2004.**
- Phase 2 Relocation **complete as of June 16, 2004**
- Phase 3 Relocation scheduled to be complete by September 01, 2004

VI COMMUNITY & SUPPORTIVE SERVICES

All residents have completed the assessment process or have declined services. Pastoral Institute continues to maintain contact with families that have declined services.

CSS stats to July 31:

- all resident assessments complete except for those residents who have refused services.
- Current caseload 286 persons
- 237 persons in employment preparation and/or placement to date.
- 43 persons registered in GED or equivalent educational upgrade
- 78 persons in job skills training to date.
- 130 job placements total program to date
- 11 Peabody families enrolled in home ownership program to date

VII HOMEOWNERSHIP PROGRAM

According to recently revised HUD regulations, HUD does not require a Homeownership Plan submission. The Developer will use the Homeownership Plan Document to substantiate the Evidentiary Document submission in support of the Wynnton Closing process.

The HACG's-CHI Homeownership information presentation in mid-July was attended by 8 Peabody residents.

PEABODY APARTMENTS HOPE VI REVITALIZATION

HOUSING AUTHORITY
of COLUMBUS, GEORGIA

PROGRESS REPORT- No. 15
July 2004

PROJECT PROGRESS OVERVIEW

SECTION 1 STATUS REPORTS

VIII WYNNTON PROJECT – CLOSING

The Financial Proposal/Term Sheet for the Homeownership Project and development of the Wynnton Site, has been submitted to HUD as of June 30. Requested revisions have been completed and submitted to HUD as of August 06.

Legal teams have completed negotiations and preparation of the Evidentiary Document package required by HUD. The document package has been submitted to HUD as of August 06.

The Property Transfer Process with City of Columbus remains an outstanding and critical activity necessary for the final Closing process.

Closing remains scheduled for September 01, 2004; the HUD Locked Checkpoint Date is October 02, 2004.

IX PEABODY PHASE 1 TAX CREDIT APPLICATION

The Tax Credit Application submission to DCA completed May 04, 2004.

Tax Credit Award notification is expected September 01.

X PROJECT RELATED MEETINGS – July 2004

June 30	Project Review Meeting – Integral Executive and HACG Executive
July 08	Project Review Meeting – HACG, PMT, Integral
July 09	Demolition Project Start-Up Meeting – HACG, PMT, Integral, Bianchi
July 15	Demolition Project Progress Meeting #1 – HACG, PMT, Integral, Bianchi
July 15	Demolition Information Meeting – Peabody Residents, HACG, Integral, PMT, Bianchi, Health Department.
July 22	Project Review Meeting – HACG, PMT, Integral
July 29	Demolition Project Progress Meeting #2 – HACG, PMT, Integral, Bianchi
July 29	Conference Call Meeting – Wynnton Evidentiary Submission review and Construction Services Agreement review – HACG, PMT, Integral, Legal Teams
July 30	Scheduling Meeting – Integral, PMT

PEABODY APARTMENTS HOPE VI REVITALIZATION

HOUSING AUTHORITY
of COLUMBUS, GEORGIA

PROGRESS REPORT- No. 15
July 2004

PROJECT PROGRESS OVERVIEW

SECTION 1 STATUS REPORTS

XI DOCUMENT SUBMISSIONS AND NOTICES – July 2004

June 30	Homeownership Proposal submitted to HUD by HACG and PMT.
June 30	Integral response to legal notice submitted to HACG and PMT
July 01	QPR data input complete by HACG
July 09	Integral submit draft copy Section 3 Plan to HACG and PMT
July 12	Section 3 Plan Review Comments submitted to Integral by PMT
July 13	Integral issue letter to Bianchi Industrial Services instructing immediate progress with the Peabody Demolition Project.
July 13	Homeownership design drawings issued to HUD as requested by HUD
July 13	HACG issue official response to Integral letter of June 29.
July 13	Predevelopment Loan Invoice #3 submitted to HACG by PMT
July 15	CSU submit draft baseline report to HACG's.
July 15	Integral submit copy of Integral-Bianchi Demolition Contract to HACG and PMT
July 16	Demolition Project Notice To Proceed issued to Integral by HACG
July 21	Design Review Comments issued to Integral concerning Peabody unit and building layouts proposed by Integral
July 21	Integral submit copy of Bianchi Insurance and Bonds to HACG and PMT
July 21	HUD submit review comments to PMT concerning Homeownership Proposal
July 22	Draft copy Integral-CHI Builder Agreement submitted to HACG and PMT by Integral
July 22	Integral issue RFP advertisement for A&E services regarding consulting services for Peabody design
July 24	Demolition Project Site Control Agreement executed and distributed to project teams
July 28	Revised Integral-CHI Builder Agreement submitted to HACG and PMT.

PEABODY APARTMENTS HOPE VI REVITALIZATION

HOUSING AUTHORITY
of COLUMBUS, GEORGIA

PROGRESS REPORT- No. 15
July 2004

PROJECT FINANCIAL REVIEW

SECTION 1 STATUS REPORTS

July 2004:

As the project progresses, the PMT will monitor the overall project financial status through HACG Finance Department.

During the month of July, the Developer submitted Phase 1 Predevelopment Loan Invoice #3. The Program Management Team reviewed the Invoice and submitted the Developer Invoice and Payment Summary to HACG as of July 13. The Invoice has been paid by HAGC Finance as of July 20.

The Developer has submitted Predevelopment Loan Invoice #4 to the Program Management Team as of August 05. The Invoice relates to Third Part costs only pertaining to site survey services required for the Tax Credit Application. The documentation has been reviewed and processed by the Program Management Team and submitted to HACG as of August 06.

PEABODY APARTMENTS HOPE VI REVITALIZATION

HOUSING AUTHORITY
of COLUMBUS, GEORGIA

PROGRESS REPORT- No. 15
July 2004

PROGRESS PAYMENT SUMMARY PHASE 1 PREDEVELOPMENT LOAN AGREEMENT

DEVELOPER 3RD PARTY COSTS ----- Invoice #4 payment period ending July 31, 2004
pursuant to MDA and Predevelopment Loan Agreement: HACG payment for 75% of Developer Invoice

item	Total Budget	Developer Obligated Contract Amount	Developer Total Invoice To Date	Developer Invoice to 07-30-04	HACG Obligated Budget Amount 75%	Invoice Amount to HACG This Invoice	HACG Total Invoice to Date	HACG Paid to Date
Master Planning - Rees Design	\$ 30,000.00	Rees- hourly	\$ 8,730.00	\$ 2,270.00	\$ 22,500.00	\$ 0.00	\$ 6,547.50	\$ 6,547.50
Architect & Engineer	\$300,000.00		\$ 0.00	\$ 0.00	\$225,000.00	\$ 0.00	\$ 0.00	\$ 0.00
Survey - JYG	\$ 35,000.00	JYG - \$26,000.00	\$ 26,766.78	\$ 5,472.50	\$ 26,250.00	\$ 4,104.38	\$ 20,075.09	\$ 15,970.71
Soil Testing	\$ 40,000.00		\$ 0.00	\$ 0.00	\$ 30,000.00	\$ 0.00	\$ 0.00	\$ 0.00
Environmental	\$ 25,385.07		\$ 25,385.07	\$ 0.00	\$ 11,250.00	\$ 0.00	\$ 19,039.00	\$ 19,039.00
Market Study	\$ 8,000.00		\$ 3,750.00	\$ 0.00	\$ 6,000.00	\$ 0.00	\$ 2,812.50	\$ 2,812.50
Appraisal	\$ 8,500.00		\$ 0.00	\$ 0.00	\$ 6,375.00	\$ 0.00	\$ 0.00	\$ 0.00
Tax Credit Application Fee	\$ 32,000.00		\$ 0.00	\$ 0.00	\$ 24,000.00	\$ 0.00	\$ 0.00	\$ 0.00
Public Relations	\$ 10,000.00		\$ 0.00	\$ 0.00	\$ 7,500.00	\$ 0.00	\$ 0.00	\$ 0.00
Other Consultants	\$ 39,614.93		\$ 0.00	\$ 0.00	\$ 37,500.00	\$ 0.00	\$ 0.00	\$ 0.00
Sub-Total 3rd Party	\$528,500.00		\$64,631.85	\$ 5,472.50	\$396,375.00	\$ 4,104.38	\$ 48,474.09	\$ 44,369.71
HACG 3 rd Party Payments Not to Exceed					\$396,375.00			
Total Amount Invoice #2 for 3 rd Party						\$ 4,104.38		
Total 3 rd Party HACG Invoice to Date							\$ 48,474.09	
Total 3 rd Party HACG Paid to Date								\$ 44,369.71

PEABODY APARTMENTS HOPE VI REVITALIZATION

HOUSING AUTHORITY
of COLUMBUS, GEORGIA

PROGRESS REPORT- No. 15
July 2004

PROGRESS PAYMENT SUMMARY - NO CHANGE OF STATUS FOR MONTH OF June & July PHASE 1 PREDEVELOPMENT LOAN AGREEMENT

DEVELOPER ADVANCES FOR OVERHEAD MILSTONES- Invoice #4 for period ending July 31, 2004
pursuant to MDA and Predevelopment Loan Agreement: HACG payment for 100% of Developer Invoice

Item	Budget	Percent % complete to 05-14-04	Developer Total Invoice to Date	Developer Amount this Invoice	Invoice Amount to HACG this Invoice	HACG Total Invoice to Date	HACG Total Paid to Date
MDA Executed	\$ 30,000.00	100%	\$30,000.00	\$ 0.00	\$ 0.00	\$30,000.00	\$30,000.00
Predevelopment Consultant Procurement	\$ 30,000.00	40%	\$ 11,100.00	\$ 0.00	\$ 0.00	\$ 11,100.00	\$ 11,100.00
Stakeholder/Community Meetings	\$ 15,000.00	85%	\$ 12,000.00	\$ 0.00	\$ 0.00	\$ 12,000.00	\$ 12,000.00
Masterplan	\$ 30,000.00	85%	\$ 27,150.00	\$ 0.00	\$ 0.00	\$ 27,150.00	\$ 27,150.00
Design Schematic Approval	\$ 15,000.00	5%	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Design Development Approval	\$ 15,000.00	5%	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Tax Credit Application	\$ 45,000.00	100%	\$ 45,000.00	\$ 0.00	\$ 0.00	\$ 45,000.00	\$ 45,000.00
Tax Credit Award & Start Closing Documents	\$ 30,000.00	10%	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Mixed Finance Proposal	\$ 30,000.00	10%	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Evidentiary Documents	\$ 60,000.00	20%	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Subtotal	\$300,000.00		\$125,250.00	\$ 0.00	\$ 0.00	\$125,250.00	\$125,250.00
HACG Payment for Developer Overhead not to Exceed	\$300,000.00						
Total Amount Invoice #2 for Developer Overhead					\$ 0.00		
Total Developer Overhead Invoice to Date to HACG						\$125,250.00	
Total Developer Overhead Paid to Date by HACG							\$125,250.00

PEABODY APARTMENTS HOPE VI REVITALIZATION

HOUSING AUTHORITY
of COLUMBUS, GEORGIA

PROGRESS REPORT- No. 15
July 2004

PROJECT SCHEDULE REVIEW

SECTION 1 STATUS REPORTS

Relocation

July 2004

Phase 1 complete

Phase 2 complete – on schedule

Phase 3 Relocation scheduled for completion Sept 01, 2004 – 12 weeks ahead of schedule

CSS Program

July 2004

Case management is ongoing. Outreach is ongoing. Pastoral Institute is accomplishing and exceeding prescribed goals.

Homeownership Counseling

July 2004

CHI Home Ownership Program is ongoing -12 Peabody families enrolled in program to date.

Administrative Issues

July 2004

Master Developer Agreement – Second Amendment pending subject to Architectural Services Procurement.

Wynnton Site Property Transfer – in process with City Legal. Completion is critical for Wynnton Closing.

Intergovernmental Agreement – Executed Document is behind schedule and is impacting implementation of infrastructure design.

Consultant Procurement – Developer is in process of procuring design services for Peabody building design as well as infrastructure in the Right-Of-Way. Consultant procurement is now critical due to time factor required for design as it relates to Peabody Phase 1 Closing scheduled for May 2005. Procurement of consulting services for Infrastructure and Wynnton Site Development is also critical since infrastructure construction must start in advance of new building construction.

Infrastructure for Wynnton Development

July 2004

Infrastructure Design is required as soon as possible.

Site Development for Wynnton Properties

July 2004

Site Development design is required as soon as possible in order to prep sites for home construction. As a work-around solution, CHI will initiate construction on the 3 CHI lots in Wynnton Park in advance of the 19 City lots.

Peabody Demolition

July 2004

Demolition Project is in progress as of July 12. Initial progress has been slower than expected. Environmental Notices and demolition permits are complete at month-end. Site fencing nearing completion at month-end, abatement in progress as of last week in July. Phase 1 Progress is 10 work days behind contractor's original baseline schedule.

July 2004

Page 13 of 15

BG
Program Management

PEABODY APARTMENTS HOPE VI REVITALIZATION

HOUSING AUTHORITY
of COLUMBUS, GEORGIA

PROGRESS REPORT- No. 15
July 2004

SECTION 2 OUTSTANDING ISSUES

Key Project Issues

- Wynnton Property Transfer
- Wynnton Closing
- Consultant Procurement for Wynnton Site Development
- Site Development Design and Construction for Wynnton parcels.
- HACG-Integral Infrastructure Construction Services Agreement
- Intergovernmental Agreement signatures
- Peabody Demolition
- Resident Relocation
- Consultant Procurement for Infrastructure Projects
- Infrastructure design for Wynnton Site
- Infrastructure construction for Wynnton Site
- Infrastructure design for Peabody Site
- Consultant Procurement for Peabody Architectural Design
- CSS Program Case Management
- Section 3

PMT Project Look Ahead

- Demolition at Peabody Site
- Closing for Wynnton Project
- Resident Relocation
- Wynnton Site Development
- Infrastructure Design
- Consultant Procurements
- Peabody Design Development
- CSS Case Management
- Homeownership counseling
- Track schedule
- Track Project Budget
- Monitor Relocation, CSS, Homeownership

PEABODY APARTMENTS HOPE VI REVITALIZATION

HOUSING AUTHORITY
of COLUMBUS, GEORGIA

PROGRESS REPORT- No. 15
July 2004

SECTION 3 ENCLOSURES

- SUMMARY SCHEDULE updated to July 31, 2004
- Relocation Schedule updated to July 31, 2004
- Demolition Schedule updated to July 31, 2004
- 90-DAY WORK IN PROGRESS SCHEDULE
August – September - October 2004