



THE CITY OF KEY WEST

Post Office Box 1409 Key West, FL 33041-1409 (305) 809-3700

November 26, 2013

VIA US MAIL

Donald G. Carey  
United Methodist Church  
410 Truman Avenue  
Key West, Florida 33040

**RE: Application for Tax Increment Appropriation  
Newman Rehabilitation Building Program  
Request for Additional Information and Clarification**

Dear Mr. Carey:

The City is in receipt of your timely submitted application for the Newman Rehabilitation Building Program. Staff has conducted a preliminary review of the application and is requesting the following additional information or clarification regarding the submitted materials:

- Clarify why the architectural fee has gone up from %12 for previous years work to %17 this year.
- Clarify how much of the \$46,818 is wood repair and how much is paint.

This additional information is requested by November 2, 2011.

Your project presentation is scheduled before the Bahama Village Redevelopment Advisory Committee at their regularly scheduled meeting on Thursday, November 3, 2011, starting at 5:30 p.m. Please be prepared to describe the key aspects of your project in 10 minutes or less and to answer questions that may be posed by the board. In addition, staff or board members may have additional information or clarification requests during the review period. The Bahama Redevelopment Advisory Committee is expected to meet on December 1, 2011, to recommend funding allocations.

Please do not hesitate to contact me with any questions or concerns.

Sincerely,

A handwritten signature in cursive script that reads "Nicole Malo, on behalf of Don Carey".

Donald Leland Craig, AICP  
Planning Director

Xc: Mark Finigan, Assistant City Manager  
Shawn Smith, City Attorney  
CRA Files

**MICHAEL MILLER ARCHITECTS**

December 6, 2013

Nicole Malo  
**Senior Planner**  
City of Key West  
Planning Department  
P.O. Box 1409  
Key West, FL 33041

RE: Newman Methodist Church Phase 3 Restoration Plan Application for the  
Community Redevelopment Trust Fund Tax Increment Appropriation

Dear Nicole,

In response to your email of 12-5-12, Request for Additional Information, the following repeats what Don Carey and I told the BVARC TIF Board at Thursday's meeting:

Our application indicated the correct breakdown of our Phase 3 request on Page 2 of our Phasing Plan, as revised 11-2-11, as follows:

Item C.2; The value of repair and paint as \$52,818

Item C.4: The value of the architect's fee as \$3,189 (5.5%)

Inexplicably, a summary sheet was inserted before the summary that indicated the cost of repair and paint to be \$46,818, and the architect's fee to be 17%. As I stated to the TIF Board, this should be removed for the application.

The breakdown of Item C.2, paint represents \$19,205 and Repair work represents \$33,613. I trust this is satisfactory, and I apologize for the mix-up.

Sincerely yours,

*Michael Miller*

Michael Miller

C/c Don Carey; Newman Methodist Church  
Mark Finigan, Key West Assistant Manager