

Request for Additional Information

From: [Nicole Malo](#)
To: ["dorothy sands"](#); ["dcwbys1025@aol.com"](#); ["Calvin Haralson"](#)
Cc: ["Clayton Lopez"](#); [Mark Finigan](#); [Don Craig](#); [Shawn Smith](#)
Subject: Request for additional information 2013 TIF Application
Date: Tuesday, November 06, 2012 9:35:00 AM
Attachments: [Request for Additional Information - Cornish Memorial.pdf.pdf](#)
[Cornish Memorial A.M.E Zion Church Resoration Phase II Project Application.pdf](#)
[Authorization - Owner Entity.pdf](#)
[Verification - Entity.pdf](#)

Reverend Haralson, Pastor Lopez and Mr. Sands,

As you are aware, Commissioner Lopez has contacted city staff to inform us that you should be the contact persons responsible for administering the 2013 TIF application received from the Cornish Memorial AME Zion Church under authorization from Pastor Lewis. In order for us to proceed with the processing of the application there are several critical documents required to be submitted as follows:

1. Authorization -

- a. Please have the attached authorization form signed and notarized for the individual authorized to represent the church in these matters;
- b. Please have that person signed and notarize the attached Verification form;
- c. Please provide documentation that the authorized individual has the authority to sign on behalf of the Church;
- d. Please have the authorized individual administer a notarized statement of intent to continue with the 2013 TIF request as proposed. If the church does not intend to pursue the request, please have someone notify the Planning Department in writing.

2. Request Letter - If the authorized individual intends to pursue the application please provide all the documentation required to complete the application as requested in the attached Request for Additional Information.

I have attached the complete 2013 TIF Application Request for your review and the documentation necessary to continue processing the application. Please note that the additional information is required by November 12, 2012 and presentations are December 6th in front of the BVRAC.

Please let me know if you have any questions.
Respectfully,

Nicole Malo
Planner
City of Key West Planning Department
305-809-3778

-----Original Message-----

From: Clayton Lopez [<mailto:claytonlopezkw@gmail.com>]
Sent: Monday, November 05, 2012 8:30 PM
To: 'Mark Finigan'; 'Nicole Malo'; 'Shawn Smith'; 'Clayton Lopez'
Cc: 'Calvin Haralson'; [dcwbys1025@aol.com](#); 'dorothy sands'
Subject: FW: RE: Request for additional information 2013 TIF Application
Importance: High

Mark/All; For any future communication concerning Cornish Memorial AME Zion Church, please contact the Reverend Calvin Haralson, Presiding Elder @ (954) 647-8254. He can be emailed @ [amez522@yahoo.com](#)

Local contacts would include Calvin Lopez, Pastor Steward/Chairman of the Steward Bd. (305) 942-3297. You can email him at Dcwbys1025@aol.com

Last and certainly not least is Roosevelt Sands, Chairman of the Trustee Bd. You may contact him at (305) 296-5253. His email is: dorothersands@aol.com

These are the key people to work with on any issue concerning Cornish. I am making them aware of what you are requesting via courtesy copy in this email.

Thanks,

Clayton

-----Original Message-----

From: DrK [<mailto:DrKnLcc@aol.com>]

Sent: Monday, November 05, 2012 3:48 PM

To: claytonlopezkw@gmail.com

Subject: Fwd: RE: Request for additional information 2013 TIF Application

----- Original Message -----

Subject: RE: Request for additional information 2013 TIF Application

From: Nicole Malo <nmalo@keywestcity.com>

To: WPHORN@aol.com, DrKnLcc@aol.com

CC: Mark Finigan <mfinigan@keywestcity.com>, Don Craig <dcraig@keywestcity.com>

So sorry, here is the correct letter.

Nicole Malo

Planner

*City of Key West Planning Department *

305-809-3778

From: WPHORN@aol.com [<mailto:WPHORN@aol.com>]

Sent: Monday, November 05, 2012 8:38 AM

To: nmalo@keywestcity.com; DrKnLcc@aol.com

Cc: mfinigan@keywestcity.com; dcraig@keywestcity.com

Subject: Re: Request for additional information 2013 TIF Application

Nicole,

The attached letter is for Mark Moss??

Can you resend the letter for us?

Thanks, Bill

William P Horn, LEED AP, BD&C

WILLIAM P HORN ARCHITECT, PA
915 Eaton Street
Key West, Florida 33040
305-296-8302

www.williamphornarchitectpa.com

In a message dated 11/2/2012 4:29:49 P.M. Eastern Standard Time, nmalo@keywestcity.com writes:

Dr. Lewis,

Attached please find the city's request for additional information for your 2013 TIF application. Please let me know if you have any questions. We will see you at the December 6, 2012 BVRAC Meeting for your presentation.

<<...>>

Nicole Malo

Planner

*City of Key West Planning Department *

305-809-3778



THE CITY OF KEY WEST

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

November 2, 2012

VIA ELECTRONIC MAIL

Dr. Kevin Lewis
Cornish Memorial A.M.E Zion Church
702 Whitehead Street
Key West, Florida 33040

**RE: Application for Tax Increment Appropriation
Phase two restoration of Cornish Memorial A.M.E Zion Church
Request for Additional Information and Clarification**

Dear Dr. Lewis:

The City is in receipt of your timely submitted application for the phase two restoration of the Cornish Memorial A.M.E Zion Church. Staff has conducted a preliminary review of the application and is requesting the following additional information or clarification regarding the submitted materials:

- Please submit an authorization form for the appropriate architect of record for the project.
- Do you have plans that are associated with the application proposed? If so, you please provide them.
- Please clarify the Project Budget to include exactly what work is proposed to be completed with the \$175,000 request.
- Please provide certified documentation of the matching funds.
- Provide the basis for the estimated budget and all professional cost estimates.
- Provide the project schedule. There was no project schedule attached to the application.
- Documentation demonstrating legal structure of the church.
- Clarify the proposed request for funding for the Parsonage, the interior kitchen and ADA bathrooms and how they meet the criteria for TIF funding described within the CRA Plan.

This additional information is requested by November 12, 2012.

Your project presentation is scheduled before the Bahama Village Redevelopment Advisory Committee at their regularly scheduled meeting on Thursday, December 6, 2012, 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

November 1, 2012

Page 2

during the review period. The Bahama Redevelopment Advisory Committee is expected to meet on January 3, 2013, to recommend funding allocations.

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

Sincerely,

A handwritten signature in blue ink that reads "Donald Leland Craig on behalf of Don Craig". The signature is fluid and cursive.

Donald Leland Craig, AICP
Planning Director

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

Additional Application Information



WILLIAM P. HORN ARCHITECT, P.A.

License No. AA 0003040

915 EATON STREET, KEY WEST, FLORIDA 33040

PHONE: 305-296-8302 FAX: 305-296-1033

Date: 11/12/12

**To: Donald Leland Craig, AICP
Planning Director
City of Key West
Key West, Florida 33040**

**Re: Request for Additional Information
Renovations to Cornish Memorial A.M.E. Zion Church
702 Whitehead Street
Key West, Florida 33040**

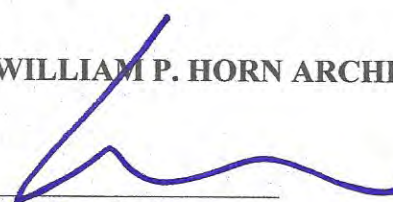
Dear Mr. Craig,

We are responding to your 11-2-12 letter asking for additional information and clarifications. Please see all of the attached letters, drawings and forms that should hopefully meet your needs. Please note that Rev. Kevin Lewis is no longer associated with this Church and his temporary replacement is Pastor Calvin Lopez.

Please call if you need further information or have any questions.

Sincerely

WILLIAM P. HORN ARCHITECT, P.A.



**William P. Horn,
Principal**



**Community Redevelopment Area
Application for Tax Increment Appropriation
for the Bahama Village Subarea
2013 Allocation**

Please completely fill out this application. Please use inserts for all attachments in proper order. Applications for funding are accepted between Monday, July 2, 2012 and Friday, September 28, 2012. After staff review, additional information may be requested. Please see the 2012 Schedule for Application Cycles and Review for details related to the process. By law funding for the Community Redevelopment Agency occurs after January 1st. The attached Community Redevelopment Agency Use of Tax Increment Funding Guidelines includes additional information to assist in the application process.

A. **PROJECT NAME:** Phase II Restoration of Cornish Memorial A.M.E. Zion Church

B. **PROJECT LOCATION/ADDRESS:** 702 Whitehead Street

Key West, Florida 33040

C. **APPLICANT (PLEASE EXECUTE ATTACHED AUTHORIZATION FORMS)**

Entity Cornish Memorial A.M.E. Zion Church

Authorized Representative Calvin Lopez

Role or Capacity of Authorized Representative Pastor

Address 702 Whitehead Street, Key West, Florida 33040

Telephone Number 305-517-6422 office

Cellular Number 305-942-3297

E-Mail Address DCwbys1025@aol.com

D. PROJECT INFORMATION

What type of project is proposed: *Check one:* ☒ Construction/Restoration ☐ Program

Provide a brief description of the project and how it meets specific objectives of the CRA Plan.

☒ Description attached

Provide a description of the population served by the project.

☒ Description attached

Please attach proper authorization and verification forms from the property owner(s) for the proposed project facility location.

☒ Property location authorization and verification form attached

For Construction/Restoration Project, please provide information that fully describes the physical boundaries of the proposed project as follows:

☒ map(s) attached

☒ deeds(s) attached

☒ boundary survey attached

☒ Monroe County Property Appraiser data for the site (<http://www.mcpafl.org>)

If a Program provide the address of the program facility location:

E. OWNERSHIP AND LEGAL STRUCTURE

Provide the full name(s) of the person(s) or entity(s) expected to own (or operate if a program) the project and fully describe their legal structure (i.e. principals, ownership interests, relationship to parent organization, subsidiaries, etc.). Include a complete list of officers, directors and board members (as applicable) associated with entity who requested the appropriation. Attach additional information if necessary.

A.M.E. Zion Church

Is the facility or program open to the public regardless of the individual's race, color, sex, gender identity or expression, religion, disability, national origin, ancestry, sexual orientation, marital status, parental status, or source of income and is there a charge associated with public use or entry to the facility or program? Please describe if necessary or explain if facility or programs have limitations to access. Attach additional information if necessary.

Yes, open 7 days a week.

F. PREAPPLICATION MEETING

A pre-application with the City Planner and Historic Preservation Planner is required prior to application submittal. Please contact the Planning Department to make appointments at 305-809-3778. Please provide the following pre-application meeting dates:

08-04-12

Planning Department

08-04-12

Historic Preservation Planner

G. PROJECT BUDGET

Note: Applicants are encouraged to consider the total amount available for TIF funding in 2013 relative to their project request.

1. Is funding requested for multiple phases (over more than one funding cycle?)
☒ yes ☐ no

2. Project Cost for 2013 \$257,152.00

Total Project Cost \$695,472.00 (if multiphase, for all years)

3. Amount of TIF Funding Requested for 2013 \$237,152.00

Total Amount of TIF Funding Requested \$675,472.00
(if multiphase, for all years)

4. Total Amount of matching funds provided for 2013 \$20,000.00

Total Amount of matching funds provided \$20,000.00
(if multiphase, for all years)

Describe the source and amount of matching funds

The \$20,000.00 matching funds will come from our A.M.E. Zion connection (the Bishop) or a mortgage on the property if that does not work out. There is not a mortgage on the property at this time.

5. Attach a detailed budget for the project describing each key element and estimated costs (if multiphase, for all years)

☒ Detailed budget attached

H. PROJECT SCHEDULE

Please provide a schedule for approvals, construction and implementation of proposal, including multiyear phasing if relevant.

☒ Schedule attached

I. GREEN FEATURES

Although not specifically required by Chapter 163, part 3, Florida Statutes of the Community Redevelopment Act, it is important to encourage the concept of going green within the context of implementation of a community redevelopment. Going green in this instance means conscious attempts to reduce overall negative environmental impacts by individuals, businesses and government. Community redevelopment activities including the appropriation and use of tax increment when reasonably feasible should consider a focus on conserving the earth's resources, energy efficient activities, production of consumption of energy, use of sustainable materials, elimination of waste, compliance with environmental regulations and the use of environmentally friendly products, equipment and services. In this context green services are earth friendly, ethically produced and made energy efficient and employ the use recyclable materials. Please indicate how this application will promote green services. **Projects with green features will be given priority for funding.**

☒ Green Features response attached

J. CERTIFICATION

By making this application, Applicant certifies that he or she has read Section 163.340(9), Florida Statutes (the definition of "community redevelopment") and the City's Community Redevelopment Plan (including any amendment or restatement thereof, and understands that any funding pursuant to application must be consistent with the City's community redevelopment policy objectives and City of Key West guidelines and procedures.)

The undersigned has read this form, authorized its preparation and, under penalty of perjury, hereby certifies that, to the best of his or her knowledge and belief that the information provided is true, accurate and complete. Applicant understands that any appropriation is subject to available funds and if requested agrees to provide any and all additional information in a timely fashion as requested by the CRA or City.

Chapter 837.06 Florida Statutes - False Official Statements - Whoever knowingly makes a false statement in writing with the intent to mislead a public servant in the performance of his or her official duty shall be guilty of a misdemeanor of the second degree punishable as provided for in S. 775.082 or S. 775.083.

Applicant's Signature:

[Signature] Date: 11-10-12

Subscribed and sworn to (or affirmed) before me on

11/10/12 (date) by CALVIN A. LOPEZ

Please Print Name of Affiant CALVIN A. LOPEZ

He/She is personally known to me or has presented PERSONALLY as identification.
KNOWN TO ME

Patricia F. Gallagher

Name of Acknowledger

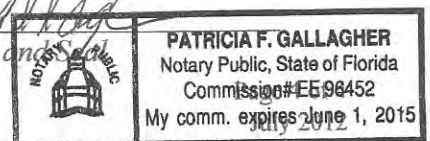
Notary

Title or Rank

EE 96452

Commission Number

[Signature]
Notary's Signature and Seal



Attachment D and G
(Project Information and Budget)

William P Horn Architect, PA

Date: 11/9/12

**To: Cornish Memorial AME Zion Church
702 Whitehead Street
Key West, Florida 33040**

**Re: Renovations
702 Whitehead Street
Key West, Florida 33040**

PROJECT DESCRIPTION

Phase one of this renovation project was funded several years ago. Phase two has not been able to get funding for the last few years, but we are hopeful that we will be able to get funding this year. Phase two renovations include work on the main church building and on the Parsonage building. We prioritized the work in phase two into priority one work and priority two work. We are only asking for funding for work under priority one at this time.

Priority one work on the church building includes structural renovations to stabilize the building, handicap renovations to make the first floor accessible, create a handicap parking space and make the restrooms accessible. Also, because the existing kitchen is in disrepair and a fire hazard, we are renovating the kitchen to meet code requirements.

Priority one work on the Parsonage includes replacing the electrical system, which is a fire hazard and in disrepair, foundation and framing repairs, roof replacement and window and door replacement. At this time we are only asking for funding for the electrical replacement work in order to keep our funding request to a minimum.

This renovation project meets specific objectives of the CRA plan, including:

1. Primary Objective 1, maintaining and improving a historical, architectural and cultural location within the Bahama Village area. Maintaining and improving these buildings also provides a location for small scale family-oriented uses.
2. Primary Objective 3, Re-invest in, refurbish work force housing stock. Maintaining the Parsonage for the Pastor of the church will maintain an affordable work force housing unit.

The population served by this church includes the Bahama Village area as well as the entire City of Key West. The meeting rooms also are used by the community for funerals, weddings and fundraising events.

BUDGET SUMMARY- PHASE TWO, PRIORITY ONE

The total costs for Phase Two work is \$695,472.00. For this year's funding request we are asking for a total funding amount of \$257,152.00. This includes all of the Priority One work for the Church (totaling \$229,952.00) and the electrical work for the Parsonage (totaling \$27,200.00 which includes the \$25,000.00 electric work plus \$2,200.00 for Architectural and permit fees). The cost estimates for all of the Phase Two work is listed below.

PHASE TWO COST ESTIMATES

CHURCH BUILDING

Priority One

- | | |
|---|-------------|
| 1. Structural stabilization of foundation and shear walls: | \$86,000.00 |
| 2. ADA access to rear entry (relocation of lift, first floor ramp): | \$10,000.00 |
| 3. Site ADA access for parking, grading revisions: | \$10,000.00 |
| 4. First floor restroom revisions for ADA compliance: | \$53,000.00 |
| 5. Kitchen upgrade to meet codes: | \$45,000.00 |

\$204,000.00

Architectural and engineering fees (8.8%):	\$17,952.00
Estimated City Permit and Impact fees:	\$8,000.00

Total \$229,952.00

Priority Two

- | | |
|--|-------------|
| 1. First floor window replacements: | \$28,000.00 |
| 2. Tent church for termites: | \$10,000.00 |
| 3. Upstairs revisions to Pulpit/ Chancel/ rails: | \$15,000.00 |
| 4. Remove 2 inch step under pews: | \$15,000.00 |
| 5. Interior finish upgrades/ painting: | \$40,000.00 |

\$108,000.00

Architectural and engineering fees (8.8%):	\$9,504.00
Estimated City Permit and Impact fees:	\$4,000.00

Total \$121,504.00

PARSONAGE BUILDING

Priority One

- | | |
|--|-------------|
| 1. Roof replacement/ add cricket to rear roof: | \$20,000.00 |
| 2. Foundation/ framing repairs: | \$38,000.00 |

3. Electrical upgrade (replace entire system) to meet code:	\$25,000.00
4. Window/ door replacement with shutters:	\$40,000.00
	\$123,000.00

Architectural and engineering fees (8.8%):	\$10,824.00
Estimated City Permit and Impact fees:	\$4,000.00

Total \$137,824.00

Priority Two

1. Interior framing/ finishes:	\$60,000.00
2. Exterior siding repair:	\$10,000.00
3. Plumbing (replace entire system):	\$25,000.00
4. Painting (interior/ exterior):	\$45,000.00
5. Cabinetry (kitchen/ baths):	\$20,000.00
6. New A/C system:	\$24,000.00
	\$184,000.00

Architectural and engineering fees (8.8%):	\$16,192.00
Estimated City Permit and Impact fees:	\$6,000.00

Total \$206,192.00



WILLIAM P. HORN ARCHITECT, P.A.

License No. AA 0003040

915 EATON STREET, KEY WEST, FLORIDA 33040

PHONE: 305-296-8302 FAX: 305-296-1033

Date: 7/9/12

**To: Rev. Dr. Kevin Lewis, Pastor
Cornish Memorial AME Zion Church
702 Whitehead Street
Key West, Florida 33040**

**Re: Renovations
702 Whitehead Street
Key West, Florida 33040**

Dear Rev. Lewis,

This letter is to propose arrangements for designing and drawing construction documents for your renovations to the Church and Parsonage located at 702 Whitehead Street, Key West, Florida and describes the objectives and scope for the engagement, and outlines arrangements for fees.

The objectives of this engagement will be to provide architectural and engineering services to design the revisions to the existing buildings, obtain HARC approval and draw the construction documents and specifications required for a building permit. Work will also include bidding to contractors and construction administration.

The scope of the project includes the following work:

Church:

Finish exterior painting, sill/foundation repair, structural repairs (shear walls), lower level window replacement, new kitchen (including hood, counters, cabinets, flooring and appliances), renovate rest rooms to meet handicap codes (including all new plumbing fixtures and room finishes), renovate exterior access to rear of lower level to meet handicap codes, repair/replace wainscot in Sanctuary, revise Pulpit/Chancel floors, replace Chancel rail, resolve floor levels in the Sanctuary, minimize exposed electrical conduits in the Sanctuary and add fill and gravel to rear yard for parking area with a concrete handicap parking space.

Parsonage:

Total renovation of the building, including new roofing, siding and trim repair/replacement, new windows and doors, foundation and framing repair/replacement, new electrical and plumbing systems, interior and exterior painting, new kitchen cabinetry and new flooring.

The completion of the project is based upon numerous facts and the estimated completion date may vary. Our fees will be based on a fixed fee of 8.8% of the construction costs (as per the State of Florida Fee Guide Calculator for Architectural and Engineering Services). The estimated cost for the project is \$650,000.00 and this makes the Architectural Fee=\$58,440.00. We will invoice at the end of each phase of the project and payment is due upon receipt of invoice. The phases for the project will be as follows:

Schematic Design Phase: 35%
Construction Document Phase: 45%
Bidding Phase: 5%
Construction Administration Phase: 15%

If additional work is requested we can provide a fixed fee of 8.8% or work at our standard hourly rates as follows:

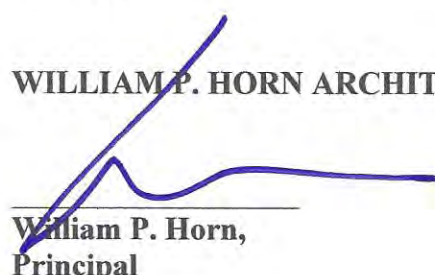
Principal	\$225.00/hr.
Architect	150.00/hr.
Intern Architect	125.00/hr.
Draftsperson	95.00/hr.
Structural Engineer	150.00/hr.
MEP Engineer	150.00/hr.

By signing this agreement, you acknowledge that you guarantee payment of all unpaid fees incurred by William P. Horn, Architect, P.A. for work performed pursuant to this engagement letter, including all reasonable attorney fees and other collection costs.

Please call if you have any questions about any aspect of this engagement letter. We are looking forward to working with you on this project.

Sincerely

WILLIAM P. HORN ARCHITECT, P.A.



**William P. Horn,
Principal**

Accepted by:

_____ **2012**

Fee Guide Calculator

For Architectural and Engineering Services

State of Florida, Department of Management Services



Version Posted: March 2012

Project Name:							
CONSTRUCTION COST FOR BUILDING (Sitework Not Included)	COMPLEXITY GROUP - PERCENTAGE						
	A	B	C	D	E	F	G
\$ 650,000	9.65%	8.83%	8.99%	8.01%	7.20%	6.40%	10.16%
CALCULATED FEE	\$62,737	\$57,377	\$58,440	\$52,090	\$46,804	\$41,580	\$66,065

Instructions: Fill in probable construction cost at left and push enter key.

GROUP DEFINITIONS:

"A" - CONSIDERABLY MORE THAN AVERAGE COMPLEXITY: Complex Laboratories, Medical Hospitals, Emergency Management Centers

"B" - MORE THAN AVERAGE COMPLEXITY: Average Laboratories, Mental Hospitals, Simple Medical Hospitals, Clinics, Court Houses, Theatres, Complex University Buildings, Special Purpose Classrooms, Laboratory Classrooms, Libraries, Auditoriums, Museums, Air Terminals, Food Service Facilities, Specialized Detention Areas, Detention-Treatment Areas, Residences

"C" - REPAIRS AND RENOVATIONS: Miscellaneous Repairs and Renovations, Alterations to Office Space or Dormitory Space, Fire Code Corrective Work

"D" - AVERAGE COMPLEXITY: General Office Space, General Teaching Space, Gymnasiums, General Detention Living Facilities, Factory Buildings

"E" - LESS THAN AVERAGE COMPLEXITY: Apartment Buildings, Dormitory Buildings, Service Garages, Stadiums, Repetitive Design Facilities, Office Buildings With Undefined Interior Space (open for later partitioning), Specialized Parking Structures

"F" - CONSIDERABLY LESS THAN AVERAGE COMPLEXITY: Warehouses, Parking Garages, Storage Facilities

"G" - BUILDING ENGINEERING SERVICES: Mechanical, Electrical and Structural not exceeding \$1,000,000 in construction (Not including Site Civil)

ADDITIONAL SERVICES & EXPENSES:

The following services are considered Additional to Basic Services and are not included within the basic fee represented by the fee guides:

- | | |
|---|---|
| <ul style="list-style-type: none"> -Feasibility Studies/ Analysis -Facility Programming -Master Planning -Soils Investigations/Reports -Surveys -Topographic/Boundary <li style="padding-left: 20px;">Vegetation/Improvements/Utilities -Measured Drawings of Existing Facilities -Existing Facilities Analysis -Toxic Substance Mitigation Surveys and Consultation -Site Environmental Assessments -Site DRI, PUD, Site Plan Review and/or Zoning Modifications -Traffic Analysis and Traffic Signal Warrant Studies -Civil Engineering Design including <li style="padding-left: 20px;">Paving/Grading/Utilities <li style="padding-left: 20px;">/Drainage/Stormwater Management/Environmental & All Site Permitting -Existing Site Utility Infrastructure Improvements -Site Lighting Design -Landscape Architectural & Irrigation Design -Specialty Consultants <li style="padding-left: 20px;">Voice/Data Communications; Electronic/Audio <li style="padding-left: 20px;">Visual; Food Service Equipment; Hazardous <li style="padding-left: 20px;">Material; Hospital/Laboratory; Interior Design; Indoor <li style="padding-left: 20px;">Air Quality; Quality Control; Theater/Acoustical; <li style="padding-left: 20px;">Security -Life Cycle Cost (ROI) and/or Federal DOE Energy Analysis | <ul style="list-style-type: none"> -LEED Consultation -Graphic and Signage Design -Special Code Reviews including ACHA -Detailed Cost Estimates -Documents Prepared For: <ul style="list-style-type: none"> -Alternate Bids Exceeding Contract Scope -Excessive Change Orders -Multiple Construction Contracts -Record Documents/As Built -Prolonged Construction Contract Administration Services -Structural Threshold Inspections -Project Representation During <ul style="list-style-type: none"> Construction Beyond Bi-Monthly Administration -Additional Construction Contract <ul style="list-style-type: none"> Administration Services for Multiple Contracts -Building Commissioning and Training Services -Post Occupancy Inspections/ Evaluations -Renderings/ Models -Substantive Changes to Scope, Size or Complexity -Owner Requested Changes to Approved Documents -Reimbursable Expenses* <ul style="list-style-type: none"> Including, but not limited to, reproduction/ printing costs, travel expenses and special mail service expenses |
|---|---|

* As defined in the Division of Real Estate Development and Management Form of Agreement Between Owner and Architect - Engineer.

City of Key West
Planning Department



Authorization Form
(Where Owner is a Business Entity)

Please complete this form if someone other than the owner is representing the property owner in this matter.

I, ROOSEVELT C. SANDS as
Please Print Name of person with authority to execute documents on behalf of entity

CHAIRMAN OF THE TRUSTEE of CORNISH MEM. A.M.E. ZION CHURCH
Name of office (President, Managing Member) Name of owner from deed

authorize CALVIN A. LOPEZ AND WILLIAM P. HORN (ARCHITECT)
(CHAIRMAN OF STEWART BD.) Please Print Name of Representative Paulette Tynes
to be the representative for this application and act on my/our behalf before the City of Key West.

R. C. Sands
Signature of person with authority to execute documents on behalf on entity owner

Subscribed and sworn to (or affirmed) before me on this 11/8/12 by
date

Roosevelt C. Sands
Name of Authorized Representative

He/She is personally known to me or has presented He is personally as identification.
KNOWN TO ME

Patricia F. Gallagher
Notary's Signature and Seal

PATRICIA F. Gallagher
Name of Acknowledger typed, printed or stamped

EE 96452
Commission Number, if any

City of Key West
Planning Department



Verification Form

(Where Authorized Representative is an entity)

I, ROOSEVELT C. SANDS, in my capacity as CHAIRMAN OF TRUSTEE BOARD
(print name) (print position; president, managing member)

of CORNISH mem. AME ZION CHURCH
(print name of entity serving as Authorized Representative)

being duly sworn, depose and say that I am the Authorized Representative of the Owner (as appears on the deed), for the following property identified as the subject matter of this application:

702 WHITEHEAD ST. KEY WEST, FL 33040
Street Address of subject property

All of the answers to the above questions, drawings, plans and any other attached data which make up the application, are true and correct to the best of my knowledge and belief. In the event the City or the Planning Department relies on any representation herein which proves to be untrue or incorrect, any action or approval based on said representation shall be subject to revocation.

R. C. Sands
Signature of Authorized Representative

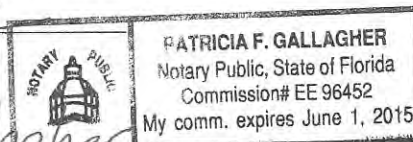
Subscribed and sworn to (or affirmed) before me on this 11/8/12 by
date

ROOSEVELT C. SANDS
Name of Authorized Representative

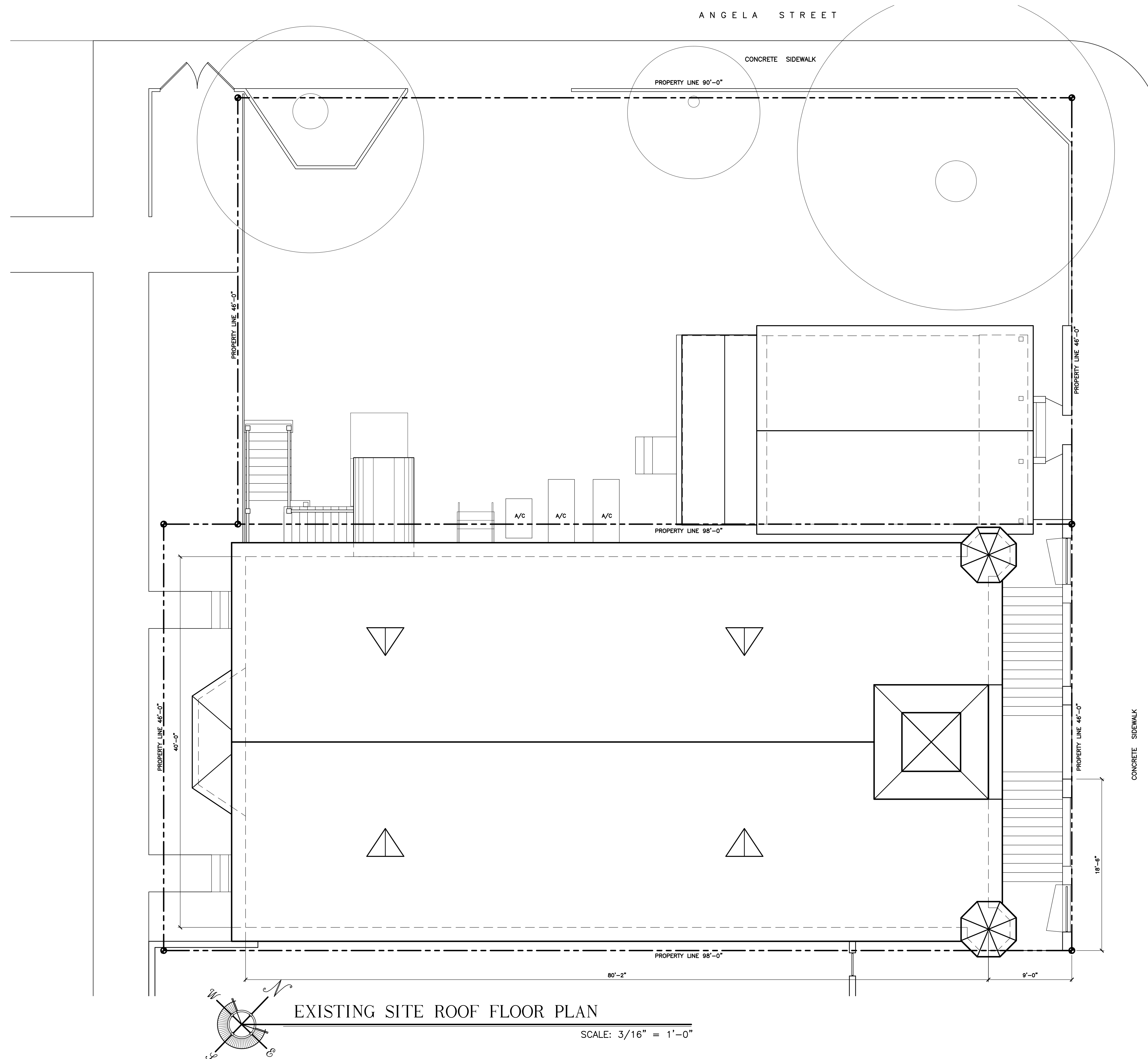
He/She is personally known to me or has presented He IS PERSONALLY KNOWN TO ME as identification.

Pat V. Gallagher
Notary's Signature and Seal

Patricia F. Gallagher
Name of Acknowledger typed, printed or stamped



EE 96452
Commission Number, if any



EXISTING SITE ROOF FLOOR PLAN

SCALE: 3/16" = 1'-0"

CORNISH MEMORIAL A.M.E. ZION CHURCH
RESTORATION & REPAIRS

702 WHITEHEAD STREET
KEY WEST, FLORIDA

WILLIAM P. HORN
ARCHITECT, P.A.

915 EATON ST.
KEY WEST,
FLORIDA
33040

TEL. (305) 296-8302
FAX (305) 296-1033

LICENSE NO.
AA 0003040

CORNISH MEMORIAL
ZION CHURCH
RESTORATION & REPAIRS
KEY WEST, FL.

SEAL

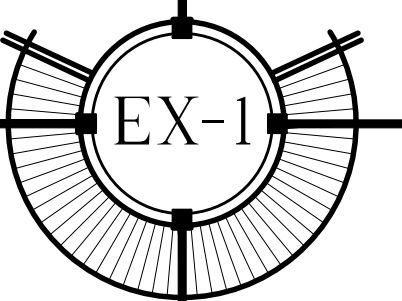
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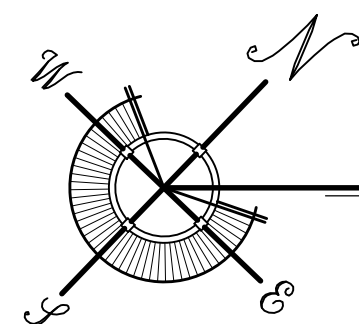
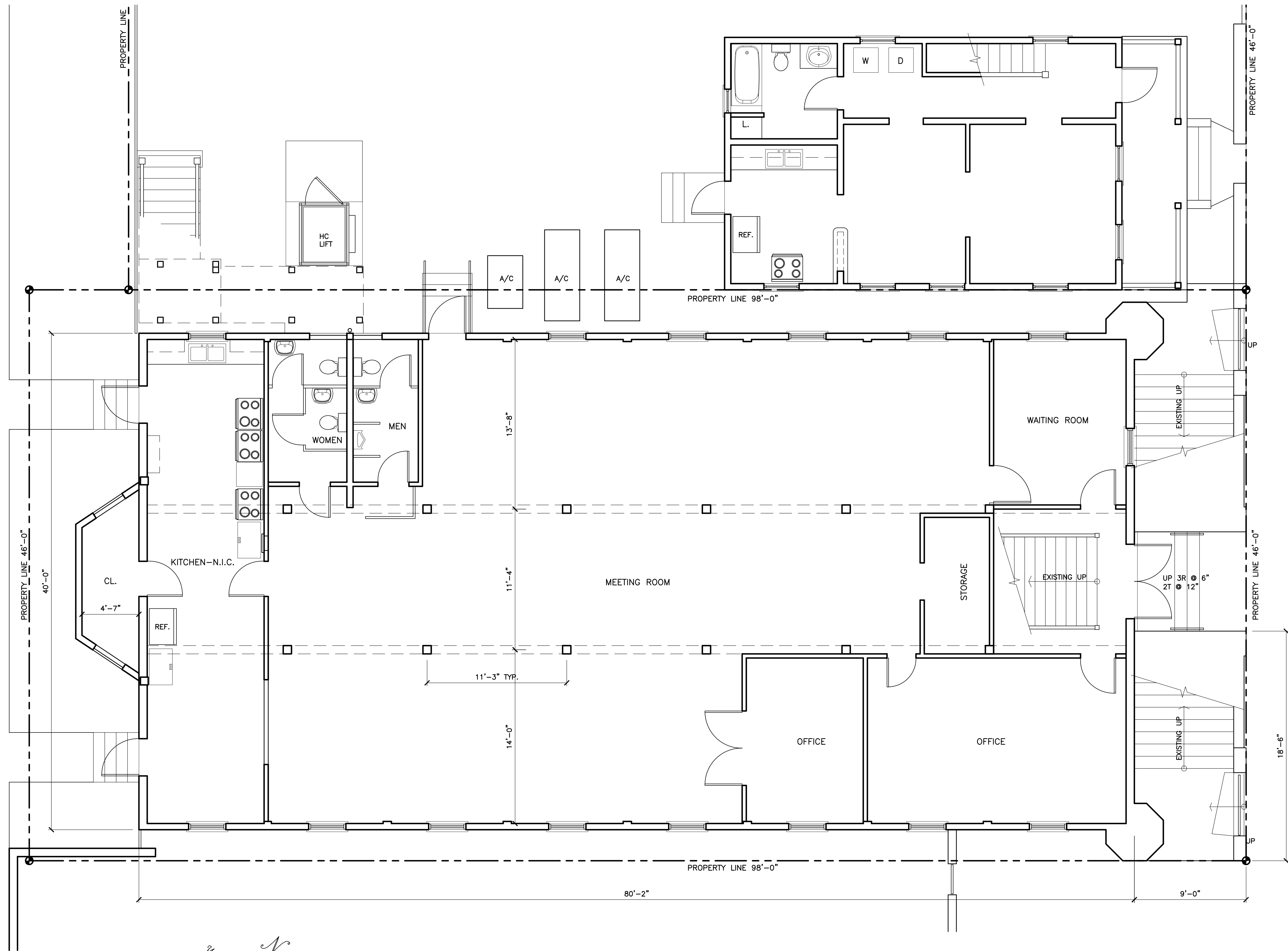
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09-12-12 TIF APP.

REVISIONS

DRAWN BY
EMA

PROJECT
NUMBER
1210





EXISTING 1ST. FLOOR PLAN

SCALE: 1/4" = 1'-0"

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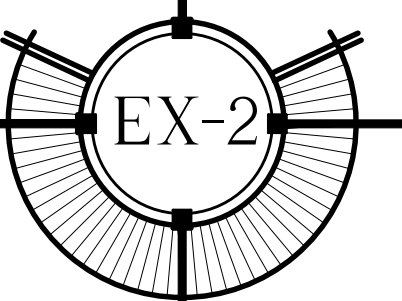
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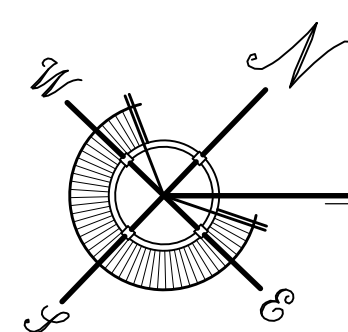
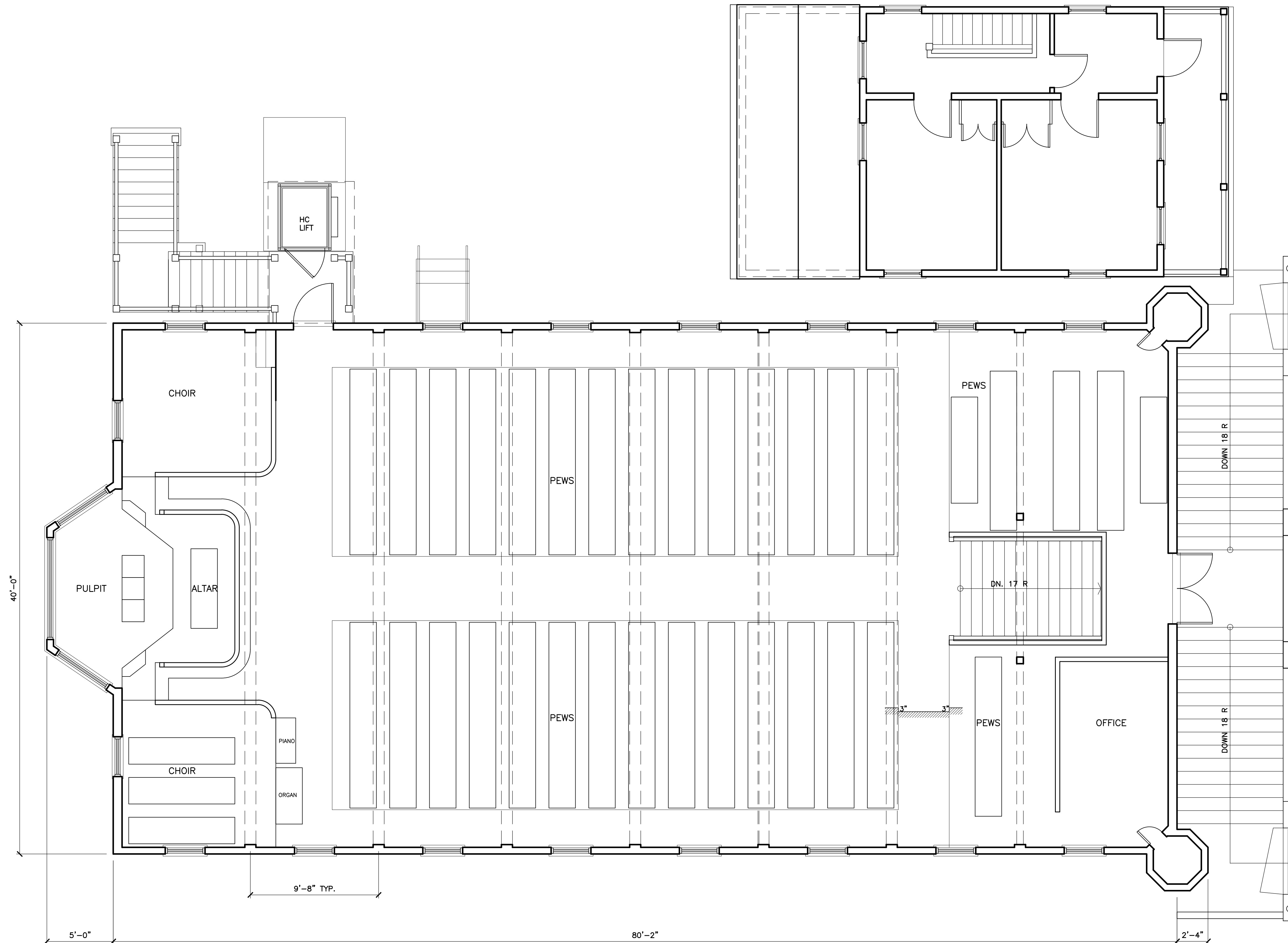
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EXISTING 2ND. FLOOR PLAN

SCALE: 1/4" = 1'-0"

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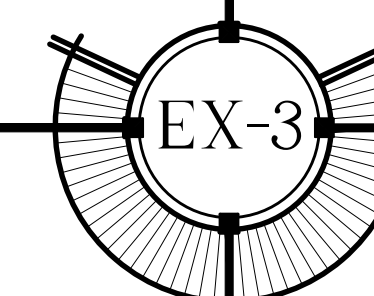
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1
EX-4

EXISTING NORTH EAST ELEVATION

SCALE: 1/4"=1'-0"



2
EX-4

EXISTING NORTH WEST ELEVATION

SCALE: 1/4"=1'-0"



3
EX-4

EXISTING SOUTH WEST ELEVATION

SCALE: 1/4"=1'-0"



4
EX-4

EXISTING SOUTH EAST ELEVATION

SCALE: 1/4"=1'-0"

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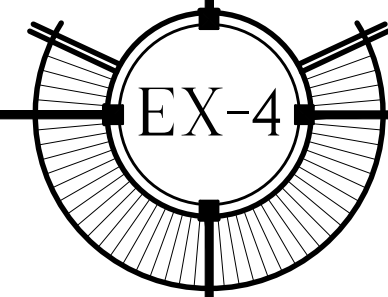
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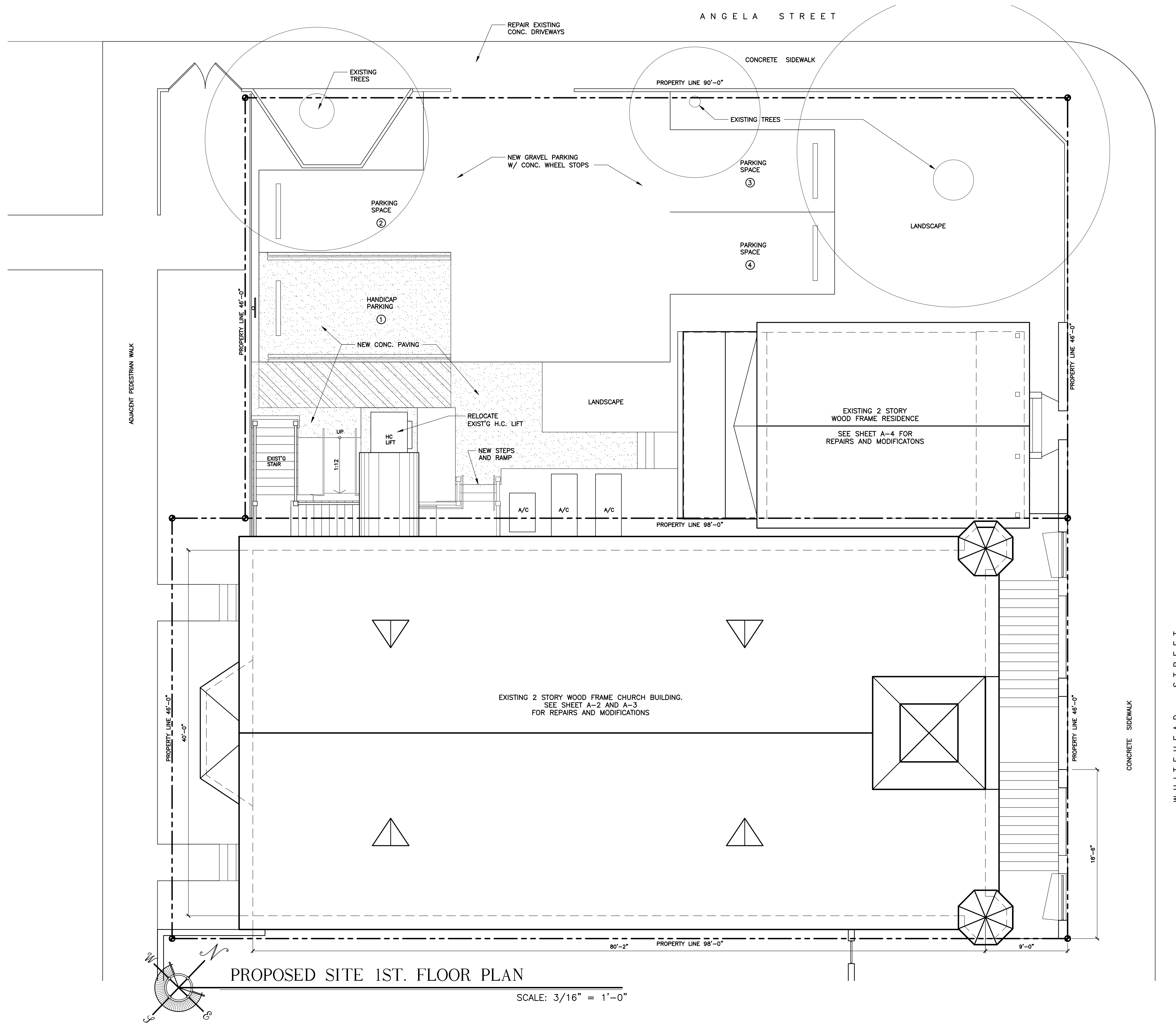
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PROPOSED SITE 1ST. FLOOR PLAN

SCALE: 3/16" = 1'-0"

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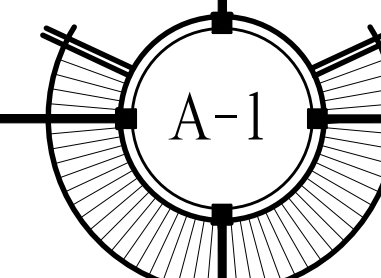
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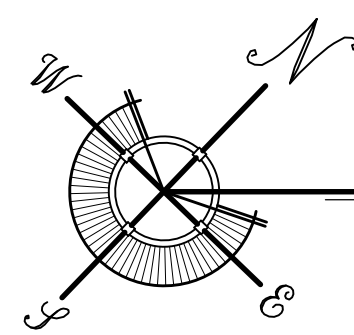
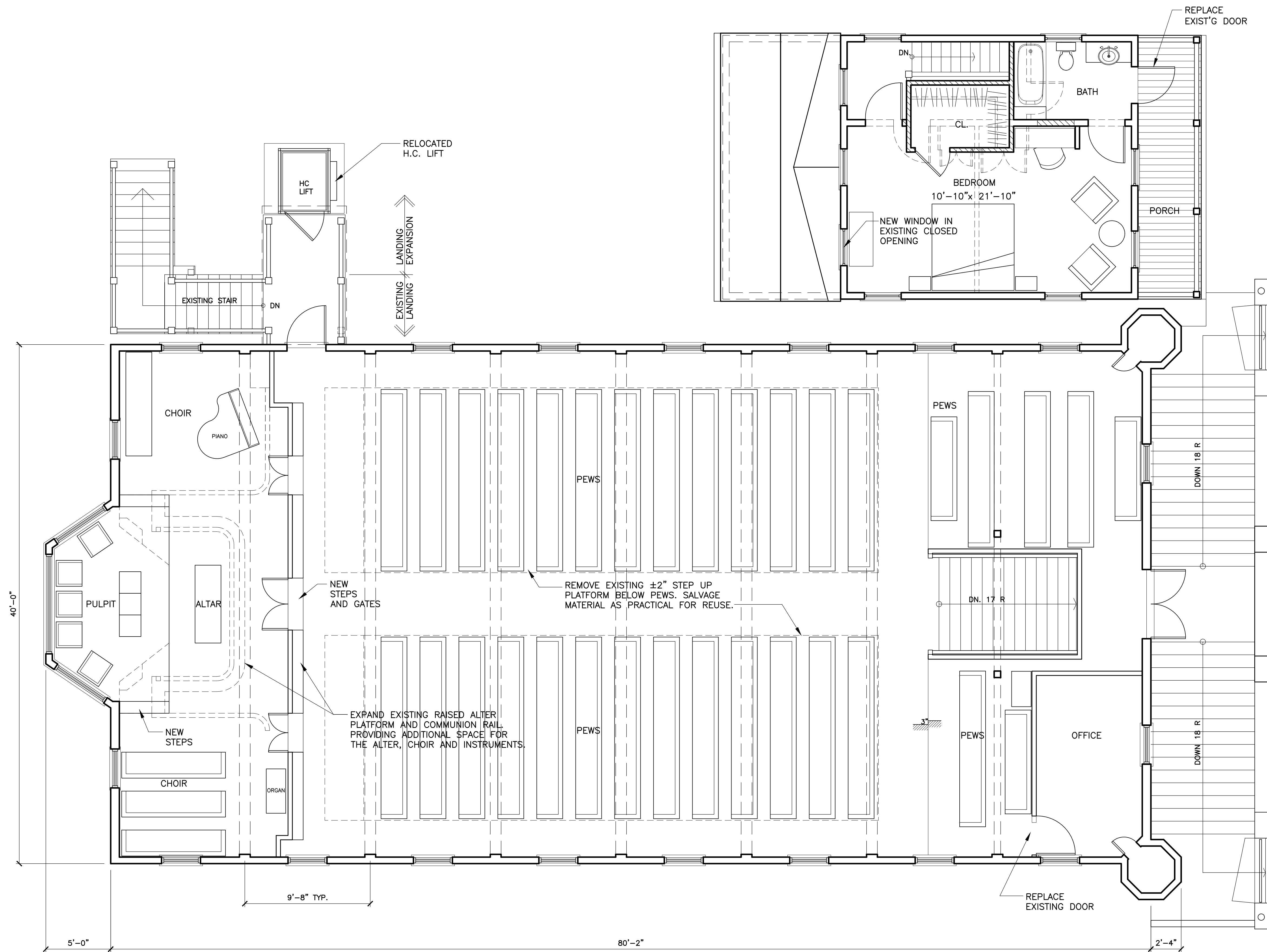
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SCALE: 1/4" = 1'-0"

702 WHITEHEAD STREET
KEY WEST, FLORIDA



PROPOSED 2ND. FLOOR PLAN

SCALE: 1/4" = 1'-0"

CORNISH MEMORIAL A.M.E. ZION CHURCH
RESTORATION & REPAIRS
702 WHITEHEAD STREET
KEY WEST, FLORIDA

WILLIAM P. HORN
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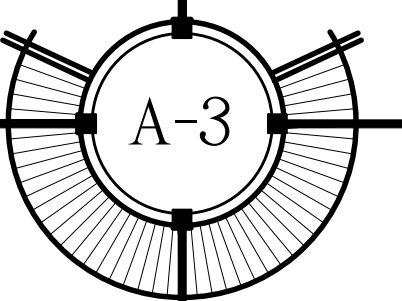
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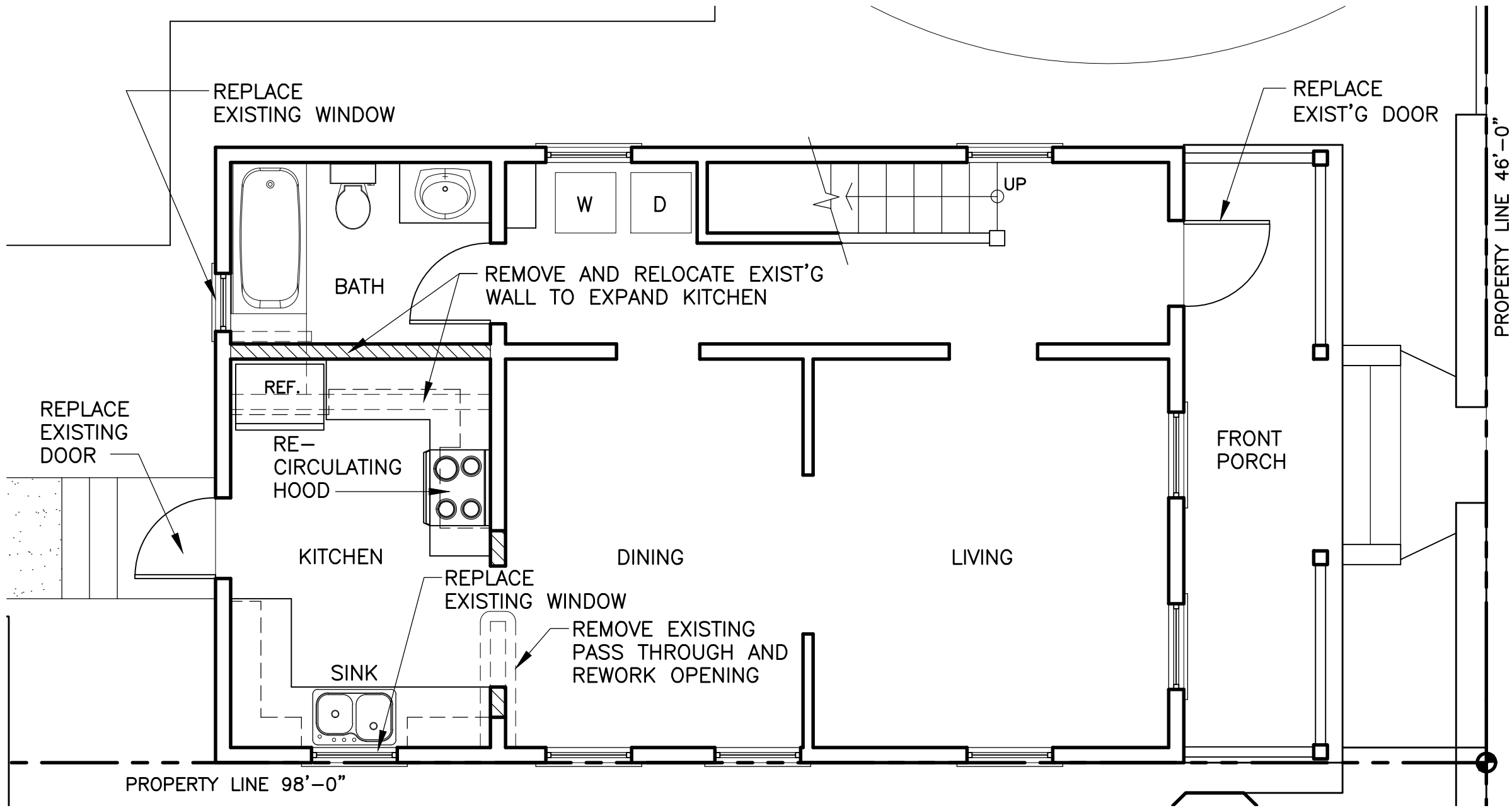
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PROPOSED HOUSE 1ST. FLOOR PLAN

SCALE: 1/4" = 1'-0"

SCOPE OF WORK :

INTERIOR :

PROVIDE NEW PLUMBING (CONCEALED) THROUGHOUT THE HOUSE.

PROVIDE NEW ELECTRICAL THROUGHOUT THE HOUSE.

PROVIDE NEW KITCHEN WITH CABINETRY APPLIANCES,
SINK AND NEW FINISHES THROUGHOUT.

PROVIDE NEW BATHROOMS WITH NEW FIXTURES AND FINISHES THROUGHOUT.

REMOVE/RECONFIGURE 2nd FLOOR WALLS AS INDICATED.
PROVIDE NEW CLOSET ACCESSORIES.

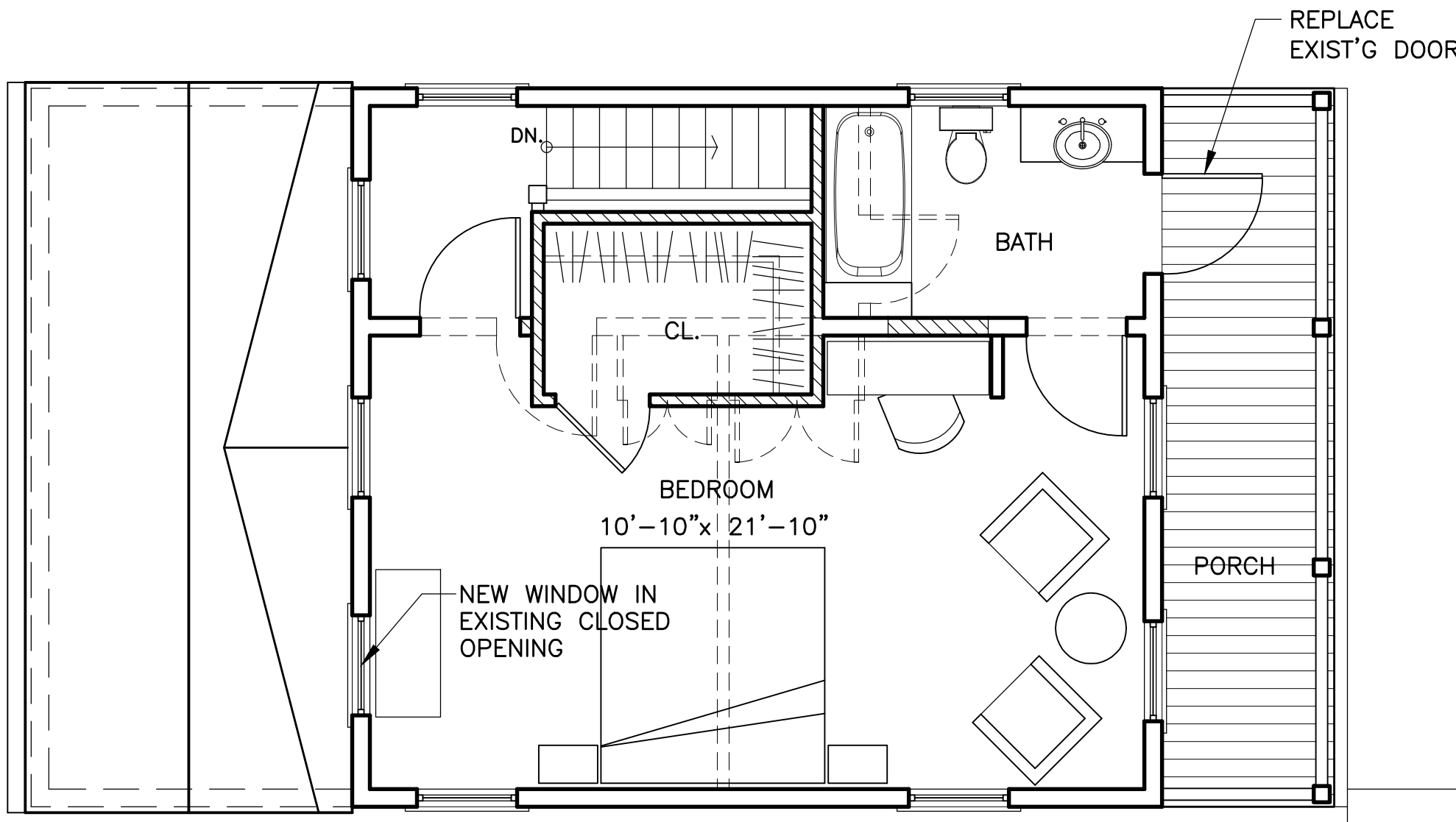
PREP AND PAINT ALL INTERIOR SURFACES (NEW OR PREVIOUSLY PAINTED)

REPAIR ALL EXISTING WINDOWS AND DOORS TO FULL OPERATION OR REPLACE
AS INDICATED. SEE SHT. A-5

EXTERIOR :

PROVIDE A NEW ROOF (ALL ROOFING)

REPAIR, PREP AND PAINT ALL EXTERIOR SURFACES



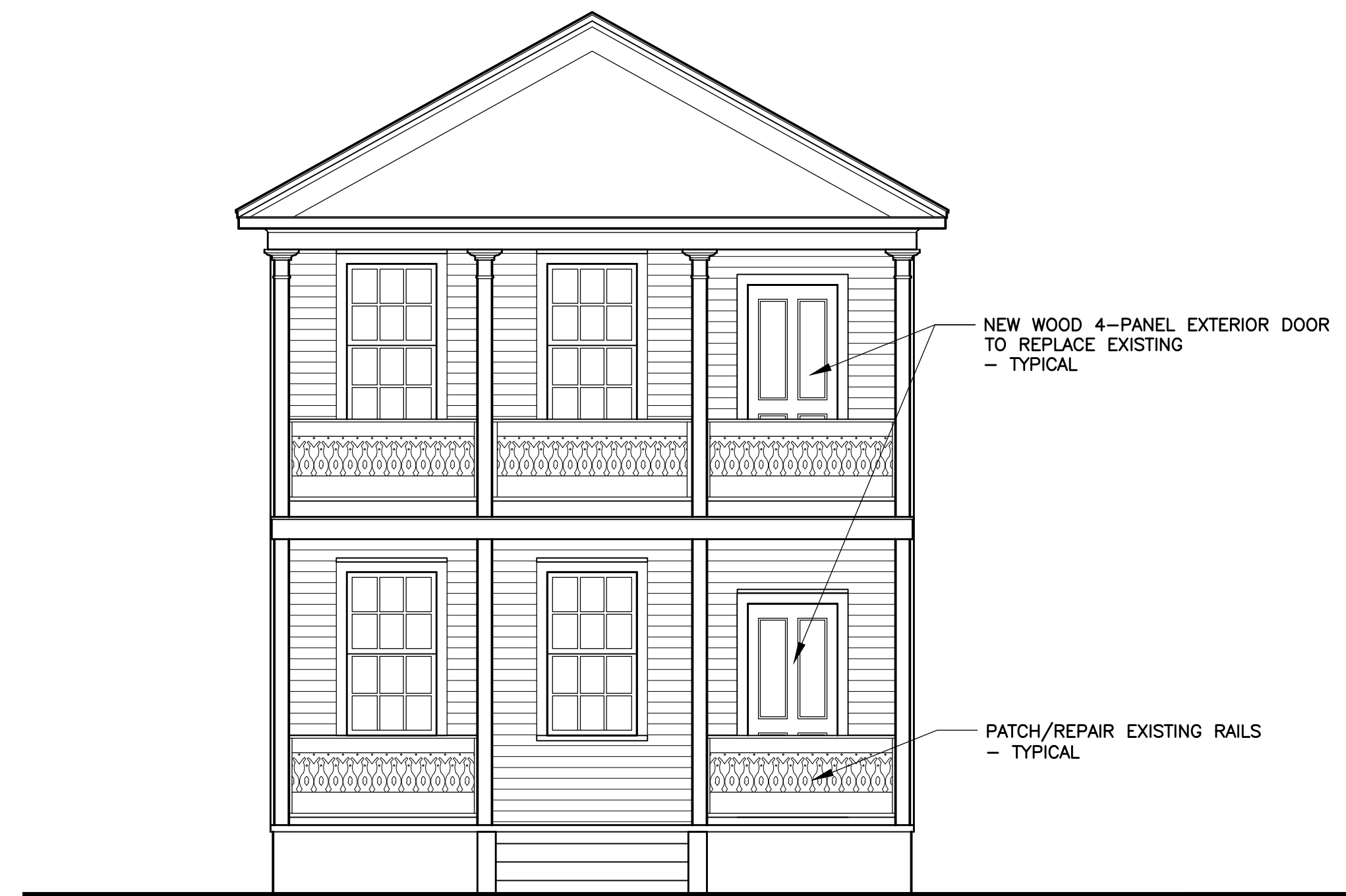
PROPOSED HOUSE 2ND. FLOOR PLAN

SCALE: 1/4" = 1'-0"

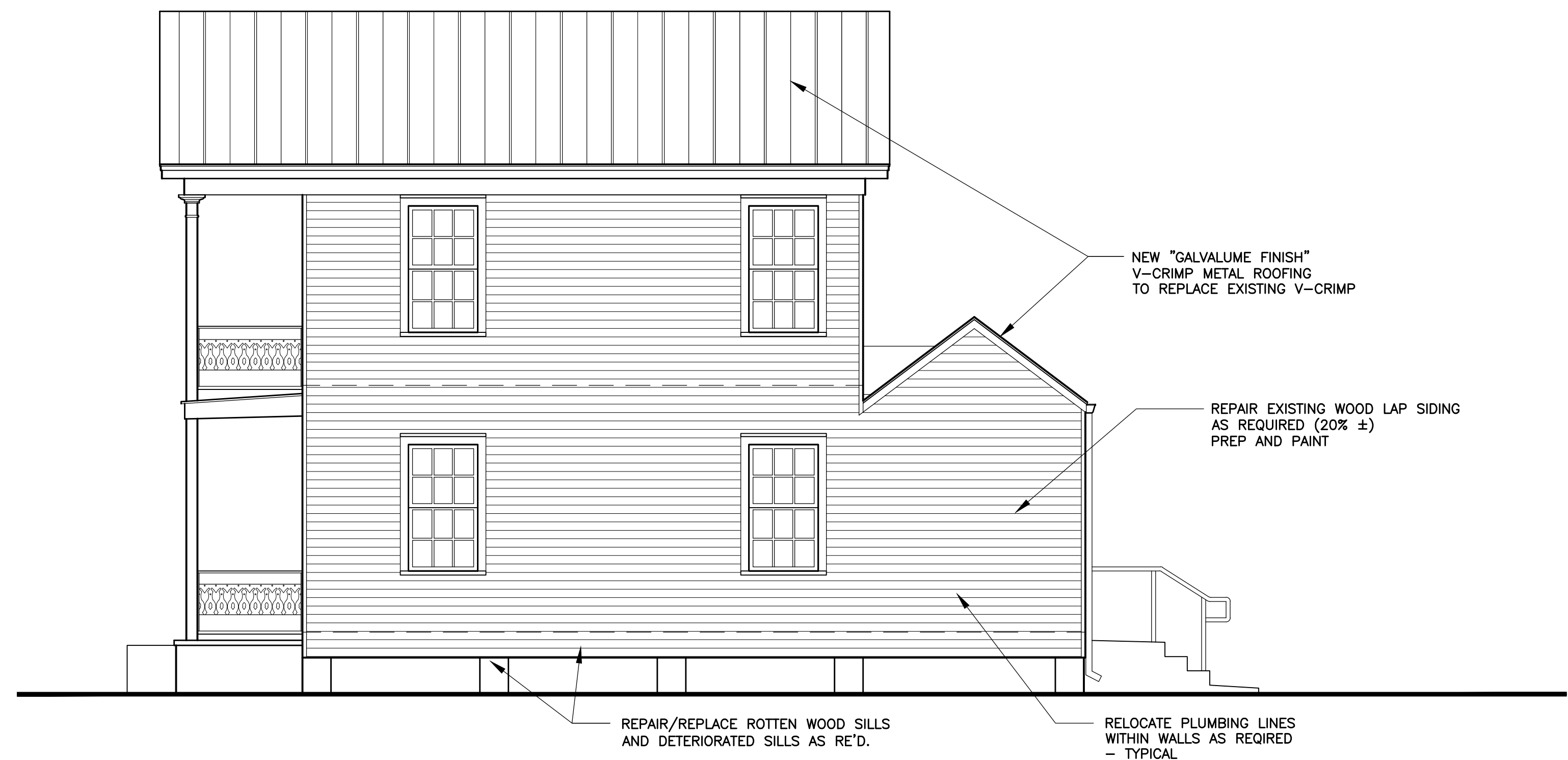
CORNISH MEMORIAL A.M.E. ZION CHURCH
RESTORATION & REPAIRS

702 WHITEHEAD STREET
KEY WEST, FLORIDA

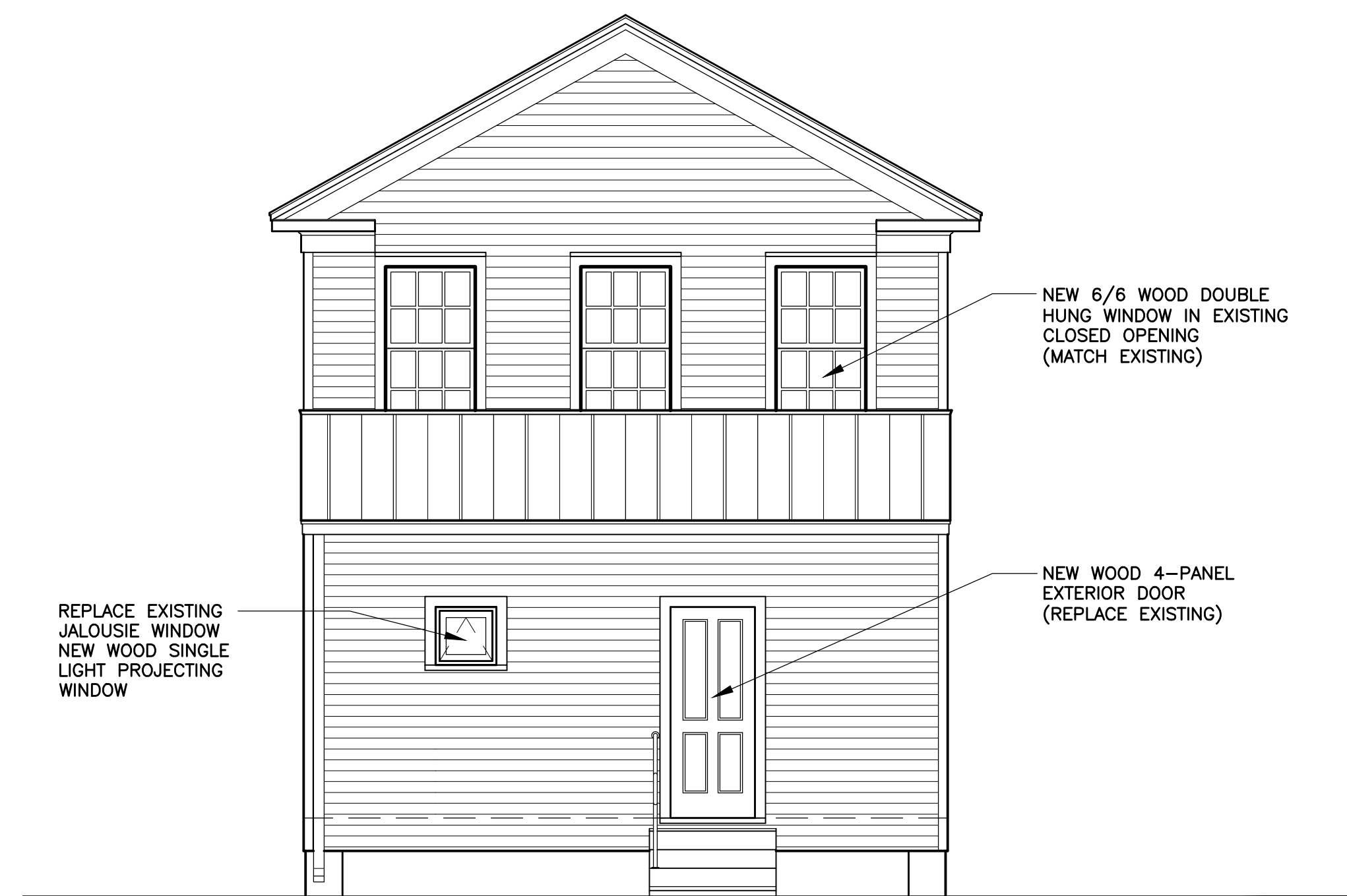
A-4



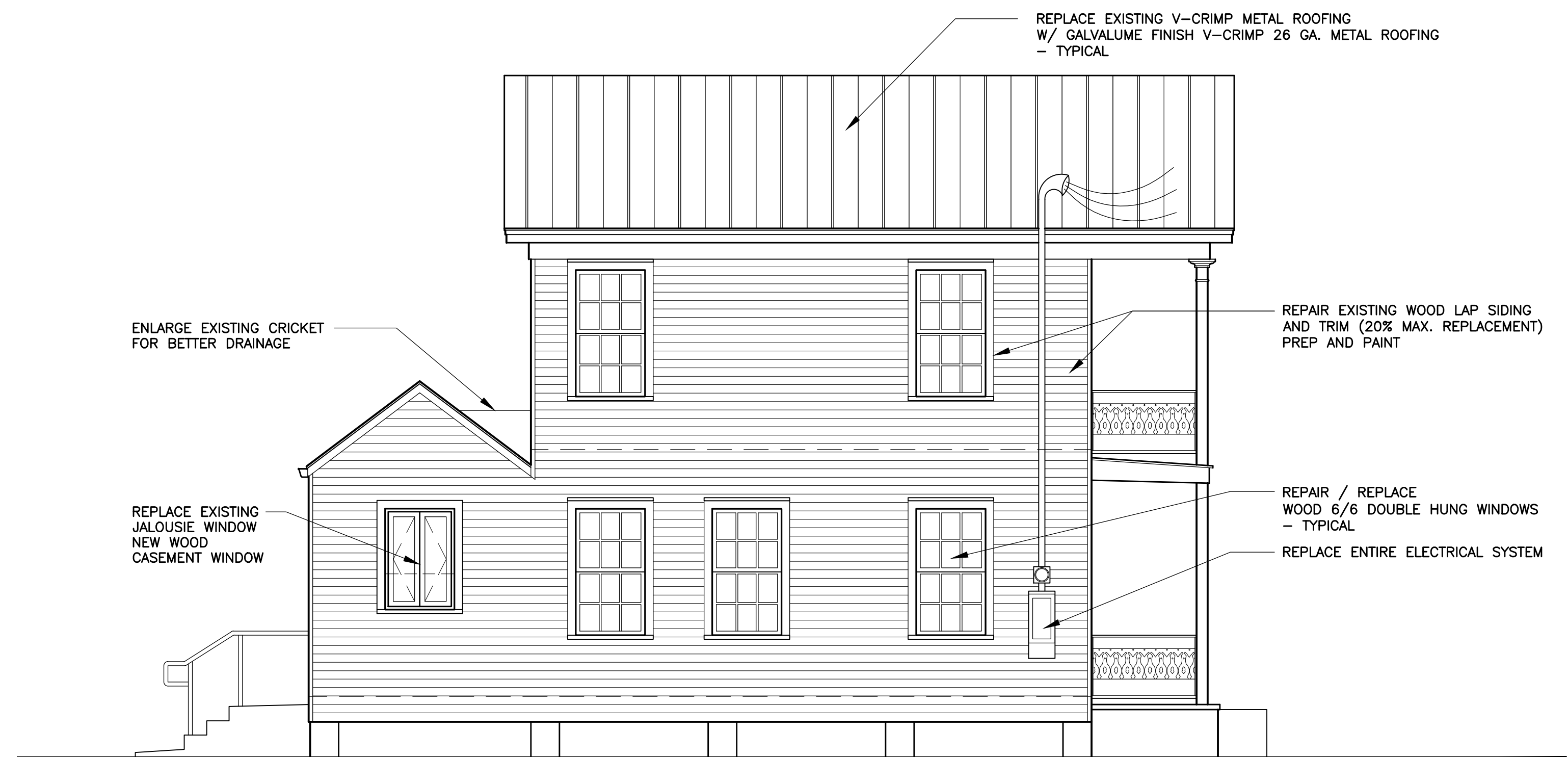
1
A-5
PROPOSED NORTH EAST ELEVATION
SCALE: 1/4"=1'-0"



2
A-5
PROPOSED NORTH WEST ELEVATION
SCALE: 1/4"=1'-0"



3
A-5
PROPOSED SOUTH WEST ELEVATION
SCALE: 1/4"=1'-0"



4
A-5
PROPOSED SOUTH EAST ELEVATION
SCALE: 1/4"=1'-0"

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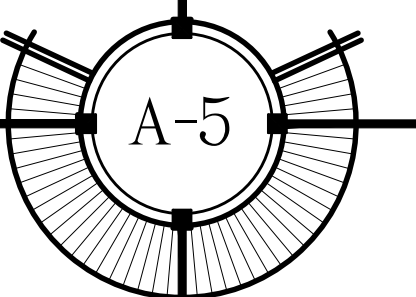
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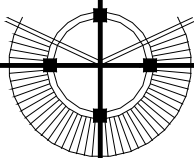
DATE
09-12-12 TIF APP.

REVISIONS

DRAWN BY
EMA

PROJECT
NUMBER
1210





William P. Horn Architect, P.A.

WILLIAM P. HORN , R.A., N.C.A.R.B., LEED AP, BD+C

REGISTRATION

STATE OF FLORIDA: No. 13537

N.C.A.R.B. (National Council of Architectural Registration Boards) No. 52247

L.E.E.D. AP (Accredited Professional), BD+C.

EDUCATION

THE UNIVERSITY OF PENNSYLVANIA, Graduate School of Fine Arts
Master of Architecture - 1988

CLEMSON UNIVERSITY, College of Architecture
Bachelor of Science in Architecture - 1982

ASSOCIATIONS

U.S. GREEN BUILDING COUNCIL – National Member

USGBC – South Florida Chapter, Keys Branch – Vice-Chair
Programs Chair

HARC- HISTORIC ARCHITECTURAL REVIEW BOARD- Past Chairman (three years)

OLD ISLAND RESTORATION FOUNDATION – Past President, Member

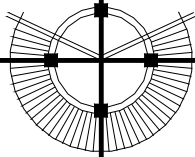
LEADERSHIP MONROE COUNTY (Class 1)

SUNRISE ROTARY CLUB - Member

KEY WEST CHAMBER OF COMMERCE - Member

NATIONAL COUNCIL OF ARCHITECTURE REGISTRATION BOARD – MEMBER

MONTESSORI CHILDRENS SCHOOL – PAST VICE PRESIDENT, BOARD MEMBER



William P. Horn Architects, P.A.

WILLIAM P. HORN , R.A., N.C.A.R.B. cont.

EXPERIENCE

1993 - PRESENT

WILLIAM P. HORN ARCHITECT, P.A.
Principal
Key West, Florida 33040

1988 – 1993

GONALEZ ARCHITECTS
Project Manager
Key West, Florida 33040
Educational, Commercial,
Affordable Housing,
Residential and Planning

1986 - 1987

BOWER LEWIS THROWER/
ARCHITECTS
Designer
Philadelphia, Pennsylvania
Institutional, commercial
and residential projects.

1983 - 1986

HAROLD E. GEBHARD, . AIA.
Project Architect
Williston Park, New York
Large scale renovations,
commercial and residential
projects.

1985 - 1986

KELLER/SANGRIN ASSOCIATES/
ARCHITECTS
Designer/draftsperson
Massapequa, New York
Custom residential projects.

Cost Estimate Backup Information

CORNISH MEMORIAL

AFRICAN METHODIST EPISCOPAL ZION CHURCH

Rev. Kevin W.H. Lewis, D. Min., Pastor

702 Whitehead Street
Key West, Florida 33040

(305) 294-2350 Office
(305) 292-8554 Residence

September 30, 2011

Bahama Village Redevelopment
Advisory Committee
Ms. Nicole Malo
City of Key West Planning Department
3140 Flagler Avenue
Key West, FL 33040

Dear Ms. Malo:

It is my joy and happy privilege to submit our application for a 2012 Bahama Village Redevelopment Grant for Phase 2 of our restoration program. Our estimate budget for this project is \$256,896.00 of which Cornish Church will contribute \$20,000.00. Therefore we request a redevelopment grant of \$236,896.00 for the completion of the following components of the program:

This is Phase 2 of the complete restoration of the church which is estimated to cost \$976,872.00 (See Total Project Estimate in Section 3 of this application, attached) We have completed Phase 1 toward the goal which was entirely funded by a 2009 TIF Grant. Phase 2 will consist of the following:

- | | |
|---|---------------------|
| 1. Replace existing substandard fellowship hall
bathrooms to be ADA and code compliant. | \$ 53,000.00 |
| 2. Bring existing substandard kitchen to code compliance | \$ 37,700.00 |
| 3. Stabilize the building with new steel structural members.
Jack and level the rear corner of the building where the
sill has failed. Stabilize the lateral leaning of the building. | \$ 85,200.00 |
| 4. Construct a ramp and wheelchair lift at the ground floor. | \$ 10,000.00 |
| 5. Repair/Replace rotten floor framing under sanctuary
pulpit/chancel area. Repair/Restore the balustrade around
the altar and choir lofts. Enlarge existing hall storeroom. | \$ 8,300.00 |
| 6. Modify the front row of pews to allow for additional
space for organ and piano. Enlarge fellowship hall storeroom.
Replace AC supply diffusers. Touch up paint. | \$ 5,900.00 |
| 7. Tent the church to control termite damage. | \$10,000.00 |
| 8. Repair the parsonage electrical system. | <u>\$18,665.00</u> |
| | \$228,765.00 |



9. Architectural and Engineering Fees (8.6%)	\$ 20,131.00
10. Estimated City Permit and Impact fees.	<u>\$ 8,000.00</u>

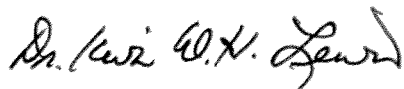
TOTAL	\$256,896.00
--------------	---------------------

Of this work, the bathrooms, wheelchair lift and ramp is required by law in order to comply with American Disabilities Act. The replacement of the parsonage electrical system will remove a serious fire hazard to the church, as the parsonage is less than five feet from the church. A fire in the parsonage would most certainly spread to the church.

The Cornish church will contribute \$20,000.00 to this work, as well as provide funds for other repairs to the parsonage including structural repairs, new roofing at the kitchen saw tooth, new bathrooms, and improved finishes and painting. We have attached conceptual drawings of the floor plans showing the bathrooms, kitchen, and other areas of improvement that we propose, as well as the Phase 1 Historic Structures Report and the required material specified in the application.

Our church congregation and I have been delighted and encouraged by the success of Phase 1 and feel grateful and privileged to have been the beneficiaries of this wonderful program created by the City of Key West. We thank you for your consideration of our Phase 2 request.

Sincerely,



Dr. Kevin W.H. Lewis, Pastor

CORNISH MEMORIAL A.M.E. ZION CHURCH

TOTAL PROJECT COST ESTIMATE

MICHAEL MILLER
ARCHITECT

July 10, 2009
Revised September 26, 2011

SUMMARY

A.	STRUCTURAL	\$196,700
B.	ELECTRICAL	\$88,665
C.	BUILDING ENVELOPE	\$275,000
D.	ARCHITECTURAL	\$190,440
E.	SITE IMPROVEMENTS	\$20,800
F.	CONTINGENCY (15%)	<u>\$115,740</u>
		\$887,345
G.	ARCHITECTURAL AND ENGINEERING FEES (8%)	\$70,988
H.	CITY PERMITS (Est.)	<u>\$18,519</u>
	Total Estimated Design and Construction Costs	\$976,852

A.	STRUCTURAL	
1.	Roof Sheathing (Bid)	\$25,000
2.	Wall Sheathing	\$20,000
3.	Rebuild Attic Floor and Ceiling	\$15,000
4.	Strap Steeples	\$3,000
5.	Re-install Rods and Turnbuckles To prevent further Splaying of Walls	\$35,000
6.	Install Tie-Downs/Sill to foundations	\$5,000
7.	Build Shear Walls in Fellowship Hall to prevent further Rotation of Columns	\$76,400
8.	Repair Collapsing Concrete at Front Concrete Stairs (Note: \$15,000 if entire Stairway must be rebuilt.)	\$5,000
9.	Remove Non-Functioning Truss	\$3,500
10.	Jack and level SW Corner	<u>\$8,800</u>
	Subtotal	\$196,700
B.	ELECTRICAL	
1.	Rewire entire Church, bringing system to code but keeping existing Service	\$45,000
2.	Add Lighting and New Fans to Sanctuary:	\$25,000
3.	Remove Existing Illegal and hazardous Electrical Service and Wiring; Upgrade and Rewire	<u>\$18,665</u>
	Subtotal	\$88,665

**ACTUAL PHASE 1
TOTAL PROJECT
COSTS**
(Work Complete)

MICHAEL MILLER
ARCHITECT

September 26, 2011

SUMMARY

A.	STRUCTURAL	\$--0--
B.	ELECTRICAL	\$15,392.46
C.	BUILDING ENVELOPE (Roof)	\$118,863.50
D.	ARCHITECTURAL	
	Restore Siding and Trim	
	Paint	
	Elevator	
	Interior Finishes	
	Paint and carpet)	
	Audio	\$245.169.27
E.	SITE IMPROVEMENTS	\$--0--
F.	CONTINGENCY (15%)	<u>\$--0--</u>
		\$379,425.23
G.	ARCHITECTURAL AND ENGINEERING FEES (8%)	\$37,575.21
H.	CITY PERMITS (Est.)	<u>Included</u>
	Total Phase 1	
	Design and Construction Costs	\$417,000.44

C.	BUILDING ENVELOPE	
1.	Repair and Restore Siding and Window Casings Including Painting	\$150,000
2.	Insulate Walls	\$20,000
3.	Install New Roof	<u>\$125,000</u>
		\$275,000
D.	ARCHITECTURAL	
1.	ADA Bathrooms and Kitchen	\$90,700
2.	ADA Ramp and Wheelchair Lift at Parking Lot and Rear Door	
3.	Repair Walls and Paint	\$40,000
4.	Repair Stained Glass(Minimal)	\$25,000
5.	Handrails at Front Steps	\$1,500
6.	Replace Fellowship Hall Masonite Ceiling	\$4,500
7.	Repair Rotten Millwork, Paint	\$12,000
8.	Replace Fellowship Hall Jalousie Windows with Historic 2 over 2 Double Hung Sash Windows, Install and Paint: 14 @ \$2,000	\$28,000
9.	Bring Fellowship Hall Storm Shutters up to Code:14@ \$600	\$8,400
10.	Replace/Restore Entrance Door	\$15,000
11.	Recondition Pews	\$5,000
12.	Refinish Pew Platform and Balustrades	\$8,300
13.	Replace Carpeting	<u>\$18,000</u>
	Subtotal	\$213,440
E.	SITE IMPROVEMENTS	
1.	Raise grade to meet steps and ramp, providing gravel parking and concrete sidewalk to elevator and egress stair. Grade to meet city site drainage requirements.	\$15,000
2.	Clear volunteer invasives	
3.	Repair and Paint Fence	\$4,000
4.	Security and Safety Lighting	<u>\$1,800</u>
	Subtotal	\$20,800
F.	CONTINGENCY	
1.	Assume 15% of Construction Cost Estimate of \$794,605	\$119,190
G.	ARCHITECTURAL AND ENGINEERING FEES (8%)	\$70,988
H.	CITY PERMITS (Est.)	<u>\$18,519</u>
	Total Design and Construction Costs	\$976,872

**CORNISH MEMORIAL
A.M.E. ZION CHURCH
RESTORATION**

**PHASE 2 PROJECT
COST ESTIMATE**

September 26, 2011

SUMMARY

1.	Replace existing substandard Fellowship Hall bathrooms to be ADA and code compliant.	\$53,000
2.	Bring existing substandard kitchen to code compliance.	\$37,700
3.	Stabilize the building with new steel structural members: Jack and level the rear corner of the building where the sill has failed.	\$85,200
4.	Construct a ramp and wheelchair lift at the ground floor.	\$10,000
5.	Repair rotten floor framing under the sanctuary pulpit And restore the balustrade around the alter and choir.	\$8,300
6.	Move and modify the front pews order to make room for a piano and organ; enlarge the fellowship hall storeroom; Replace AC supply diffusers; Touch-up paint	\$5,900
7.	Tent the church to control termite damage.	\$10,000
8.	Repair the parsonage electrical system.	<u>\$18,665</u> \$228,765
9.	Architectural and Engineering Fees (8.8%)	\$20,250
10.	Estimated City Permit and Impact fees and impact fees.	<u>\$8,000</u>
Total		\$256,896

townsend construction & development

PROPOSAL

Date: 09.20.11

Good Until:

Proposal Submitted by: **Townsend Construction & Development**
17161 Starfish Lane
Sugarloaf Shores, FL 33042
CGC 023787
Tel/Fax: 305 745-6681

Proposal to: **Cornish Memorial AME Zion Church**
702 Whitehead St. key West

Project Name: **Parsonage**

DESCRIPTION OF WORK TO BE PERFORMED: Replace rotted sill beam at rear of south side. \$9,165.00

Upgrade electrical service to 200 amps including new main circuit breaker panel, riser and grounding system. Replace necessary siding in area of panel. \$5,175.00

Re-wire house including new devices and fixture allowance of \$1500.00. \$11,990.00
Note: This price does not include repairing access holes on interior of house. This would be done during general house renovation. Allowance for this work should be approximately \$1,500.00

We propose to furnish the materials and labour to complete the work in accordance with the above specifications for the sum of:

All materials to be as specified and all work to be completed in a manner consistent with standard industry practice and local building codes. Any change to the above description of work or to the specified materials involving extra costs will be considered a change and will be executed upon written change order. The Owner shall maintain property insurance for the project to its full insurable value. Contractor will provide Workers Compensation insurance as required by State law.

Contractor's signature: _____ President Date: _____

The above prices, specifications and other conditions are hereby accepted.

Owner's signature: _____ Date: _____

Florida Keys Construction Company, Inc.

State License: CBC048932

Kevin Lewis
Pastor
Cornish Memorial AME Zion Methodist Church
720 Whitehead St
Key West Florida

Dear Sir:

Thank you for the opportunity to participate in the development of this project. Please find enclosed, copies of Excel spreadsheets that correlate to your requested scope of work, as specified by Michael Miller, Architect. I have given you a specific number as the result of each calculation, although I know I don't need to remind you that there is much play in the values at this point. On the other hand, I have spoken with sub-contractors and suppliers and feel these numbers are likely to be quite accurate. As a range I would estimate a swing of -5% to +10%, assuming the concepts don't evolve.

Here is a heading recap: (Rounded to the nearest hundred)

Sanctuary:

A.1.0 Choir stage expansion with railings and balustrade:	\$ 8,300.00
A.3.0 Replace A/C diffusers (no spreadsheet)	\$ 1,100.00
A.4.0 Move and alter pews and open Bishop's Office to Sanctuary	\$ 4,800.00

Ground Floor:

B.1.0 Demolish and reconfigure ground floor baths	\$ 53,000.00
B.2.0 Demolish existing kitchen and re-outfit new, exclude appliances	\$ 37,700.00
B.3.0 and B.4.0.Alter partitions and supply and install shear walls and rigid steel frames (combined)	\$ 76,400.00

Exterior:

C.1.0 Jack and level Southwest rear corner	\$ 8,800.00
C.2.0 Construct ADA slab and railings	\$ 10,000.00

Permits (2.4%) \$ 4,800.00

Total \$204,900.00

Please feel free to let me know if there is anything further I can do to assist you with this project.

Mark Mayer

15730 Old State Rd 4A

Sugarloaf, Florida 33040

C.:786.417.0140 O.:305.745.2195

Cornish Main 4.0 Bishop's Partition

[illegible]

Cornish C.2.0 ADA Ramp and Slab

[illegible]

[illegible]

Cornish B.3.0 4.0 Frame Braces and Partitions

	A	B	C	D	E	F	G	H	I	J	K
1	Project Mgt/mobilize			500	1						\$ 500.00
2	Surveys:	ea		350	0						\$ -
3	Arch. Fees	L.S		cost							by owner
4	Plan Process	L.S									by owner
5	<u>Permits</u>	<u>L.S</u>		0							Billed at cost to Owner
6	Bonds	L.S		0							Billed at cost to Owner
7	Temp. Toilet	mo.		85	0						\$ -
8	Set up/protect		2	2	17.5	1					\$ 70.00
9	Demolition Labor		4	8	17.5	2 wall/floor					\$ 1,120.00
10	Demolition Labor		4	8	17.5	3 dig footings					\$ 1,680.00
11	Carp/form shear walls		3	12	25	1					\$ 900.00
12	Carp/form form footing		3	8	25	1					\$ 600.00
13	Carp/form set steel		3	8	25	1					\$ 600.00
14	Carp/form pour/strip		3	8	25	1					\$ 600.00
15	Carp/form set steel fra		4	8	25	5 set steel frames					\$ 4,000.00
16	Carp/form frame floor		3	8	25	1					\$ 600.00
17	Dumpsters	ea		560	0.5						\$ 280.00
18	Concrete:										
19	footing	3	12	1.33	4	166	1.5	1.075	51265.116	27	\$ 1,898.71
20	Pump			8	75						\$ 600.00
21	Steel:										
22	footing			0.59	2.5	18	1.5	10	1.075		\$ 428.12
23	footing			0.59	11	5	1.5	10	1.075		\$ 523.26
24	Structural Steel			5400	4	1.075					\$ 23,220.00
25	bolts		Frame	4	1.075						\$ 412.80
26	Welder	ls	96	12	85						\$ 1,020.00
27	Viscayne	roll		13.5	0	0.2	1.5	1.07			\$ 75.00
28	Lumber:										
29	2 x 4 pt	frame		45	4.2	1.25	1.075				\$ 253.97
30	2 x 4	floor repair		20	6.25	1.25	1.075				\$ 167.97
31	2 x 4	form		20	3.5	1.25	1.075				\$ 94.06
32	2 x 10	floor		12	20.5	1.25	1.075				\$ 330.56
33	Ply, Form			6	32	0.656	1.25	1.075			\$ 169.25
34	Ply, Floor Deck			6	32	0.656	1.25	1.075			\$ 169.25
35	Ply shear walls			40	9	0.656	1.25	1.075			\$ 317.34
36	Rough Hardware	hangers		30	4	1.075					\$ 129.00

B.1.0 Ground floor baths

	A	B	C	D	E	F	G	H	I	J	K
1	Project Mgt/mobilize			500	0						\$ -
2	Surveys:	ea		350	0						\$ -
3	Arch. Fees	L.S		cost							by owner
4	Plan Process	L.S		0							by owner
5	<u>Permits</u>	<u>L.S</u>		<u>0</u>							Billed at cost to Owner
6	Bonds	L.S		0							Billed at cost to Owner
7	Temp. Toilet	mo.		85	4						\$ 340.00
8	Set up/protect		2	2	17.5	1					\$ 70.00
9	Demolition Labor		3	8	17.5	2	Exist. Baths				\$ 840.00
10	Carp/form frame baths		3	12	25	1					\$ 900.00
11	Dumpsters	ea		560	1						\$ 560.00
12	Lumber:										
13	2 x 4 pt	frame		129	4.2	1.25	1.075				\$ 728.04
14	Millwork:										
15	Casing, Door	l.f.		34	1	1.25	1.075				\$ 45.69
16	Labor	l.f.		34	0.75						\$ 25.50
17	Doors, Int	ea		2	150	1.075				ALLOW	\$ 322.50
18	Install	ea		2	125						\$ 250.00
19	Closer	ea		2	125	1.075				ALLOW	\$ 268.75
20	labor	ea		2	25						\$ 50.00
21	Bi-fold	ea		1	125	1.075					\$ 134.38
22	Labor	ea		1	50						\$ 50.00
23	Door Hardware	ea		2	100	1.075				ALLOW	\$ 215.00
24	Counter tops			1	10	100				ALLOW	\$ 1,000.00
25	Bath Accessories	Toilet Paper		4	50	1.075				ALLOW	\$ 215.00
26	Install	ea		4	25						\$ 100.00
27	Paper Towel Dispenser	ea		4	75	1.075				ALLOW	\$ 322.50
28	Install	ea		4	40						\$ 160.00
29	Mirrors	ea		7	100					ALLOW	\$ 700.00
30	Installed	ea		7	40					ALLOW	\$ 280.00
31	Bath Partitions	ea		8	600					ALLOW	\$ 4,800.00
32	Plumber's Labor	ls		10900							\$ 10,900.00
33	Plumb. Fixtures:										
34	Toilet			4	250	1.075				ALLOW	\$ 1,075.00
35	Bath Sink			7	150	1.075				ALLOW	\$ 1,128.75
36	Bath Faucet			7	125	1.075				ALLOW	\$ 940.63

B.1.0 Ground floor baths

[illegible]

	A	B	C	D	E	F	G	H	I	J	K
1	Project Mgt/mobilize			500	0						\$ -
2	Surveys:	ea		350	0						\$ -
3	Arch. Fees	L.S	cost								by owner
4	Plan Process	L.S		0							by owner
5	Permits	L.S		0						Billed at cost to Owner	
6	Bonds	L.S		0						Billed at cost to Owner	
7	Temp. Toilet	mo.		85	0						\$ -
8	Set up/protect		2	2	17.5	1					\$ 70.00
9	Demolition Labor		3	8	17.5	1					\$ 420.00
10	Carp/form frame		3	8	25	1					\$ 600.00
11	Dumpsters	ea		560	0.25						\$ 140.00
12	Lumber:										
13	2 x 8	frame		41	8	1.25	1.075				\$ 440.75
14	Ply, Floor Deck			19	8	0.86	1.25	1.075			\$ 175.66
15	Millwork:										
16	Base	I.f.		73	2	1.25	1.075				\$ 196.19
17	Labor	I.f.		73	1.5						\$ 109.50
18	Casing, Window	I.f.		16	3	1.25	1.075				\$ 64.50
19	Labor	I.f.		16	6						\$ 96.00
20	Sill, Window	I.f.		4	4	1.25	1.075				\$ 21.50
21	Labor	I.f.		4	4	1	1				\$ 16.00
22	Extension Jamb	I.f.		16	2	1.25	1.07				\$ 42.80
23	Labor	I.f.		16	2.5	1	1				\$ 40.00
24	Casing, Door	I.f.		34	1	1.25	1.075				\$ 45.69
25	Labor	I.f.		34	0.75						\$ 25.50
26	Doors, Int	ea		1	200	1.075				ALLOW	\$ 215.00
27	Install	ea		1	75						\$ 75.00
28	Closer	ea		1	125	1.075				ALLOW	\$ 134.38
29	Windows	ea		1	1200	1.075			Impact	ALLOW PG	\$ 1,290.00
30	Install	ea		1	250						\$ 250.00
31	K.Cabs	ea		30	4	50				ALLOW	\$ 6,000.00
32	Counter tops			30	3	50				ALLOW	\$ 4,500.00
33	Backsplash			30	3	25				ALLOW	\$ 2,250.00
34	Plumber's Labor	ls		1500							\$ 1,500.00
35	Plumb. Fixtures:										
36	K. Sink			1	300	1.075					\$ 322.50

Cornish main floor 1.0

[illegible]

CORNISH MEMORIAL A.M.E. ZION CHURCH

TOTAL PROJECT COST ESTIMATE

MICHAEL MILLER
ARCHITECT

July 10, 2009
Revised September 26, 2011

SUMMARY

A.	STRUCTURAL	\$196,700
B.	ELECTRICAL	\$88,665
C.	BUILDING ENVELOPE	\$275,000
D.	ARCHITECTURAL	\$190,440
E.	SITE IMPROVEMENTS	\$20,800
F.	CONTINGENCY (15%)	<u>\$115,740</u>
		\$887,345
G.	ARCHITECTURAL AND ENGINEERING FEES (8%)	\$70,988
H.	CITY PERMITS (Est.)	<u>\$18,519</u>
	Total Estimated Design and Construction Costs	\$976,852

A.	STRUCTURAL	
1.	Roof Sheathing (Bid)	\$25,000
2.	Wall Sheathing	\$20,000
3.	Rebuild Attic Floor and Ceiling	\$15,000
4.	Strap Steeples	\$3,000
5.	Re-install Rods and Turnbuckles To prevent further Splaying of Walls	\$35,000
6.	Install Tie-Downs/Sill to foundations	\$5,000
7.	Build Shear Walls in Fellowship Hall to prevent further Rotation of Columns	\$76,400
8.	Repair Collapsing Concrete at Front Concrete Stairs (Note: \$15,000 if entire Stairway must be rebuilt.)	\$5,000
9.	Remove Non-Functioning Truss	\$3,500
10.	Jack and level SW Corner	<u>\$8,800</u>
	Subtotal	\$196,700
B.	ELECTRICAL	
1.	Rewire entire Church, bringing system to code but keeping existing Service	\$45,000
2.	Add Lighting and New Fans to Sanctuary:	\$25,000
3.	Remove Existing Illegal and hazardous Electrical Service and Wiring; Upgrade and Rewire	<u>\$18,665</u>
	Subtotal	\$88,665

**ACTUAL PHASE 1
TOTAL PROJECT
COSTS**
(Work Complete)

MICHAEL MILLER
ARCHITECT

September 26, 2011

SUMMARY

A.	STRUCTURAL	\$--0--
B.	ELECTRICAL	\$15,392.46
C.	BUILDING ENVELOPE (Roof)	\$118,863.50
D.	ARCHITECTURAL	
	Restore Siding and Trim	
	Paint	
	Elevator	
	Interior Finishes	
	Paint and carpet)	
	Audio	\$245.169.27
E.	SITE IMPROVEMENTS	\$--0--
F.	CONTINGENCY (15%)	<u>\$--0--</u>
		\$379,425.23
G.	ARCHITECTURAL AND ENGINEERING FEES (8%)	\$37,575.21
H.	CITY PERMITS (Est.)	<u>Included</u>
	Total Phase 1	
	Design and Construction Costs	\$417,000.44

C.	BUILDING ENVELOPE	
1.	Repair and Restore Siding and Window Casings Including Painting	\$150,000
2.	Insulate Walls	\$20,000
3.	Install New Roof	<u>\$125,000</u>
		\$275,000
D.	ARCHITECTURAL	
1.	ADA Bathrooms and Kitchen	\$90,700
2.	ADA Ramp and Wheelchair Lift at Parking Lot and Rear Door	
3.	Repair Walls and Paint	\$40,000
4.	Repair Stained Glass(Minimal)	\$25,000
5.	Handrails at Front Steps	\$1,500
6.	Replace Fellowship Hall Masonite Ceiling	\$4,500
7.	Repair Rotten Millwork, Paint	\$12,000
8.	Replace Fellowship Hall Jalousie Windows with Historic 2 over 2 Double Hung Sash Windows, Install and Paint: 14 @ \$2,000	\$28,000
9.	Bring Fellowship Hall Storm Shutters up to Code:14@ \$600	\$8,400
10.	Replace/Restore Entrance Door	\$15,000
11.	Recondition Pews	\$5,000
12.	Refinish Pew Platform and Balustrades	\$8,300
13.	Replace Carpeting	<u>\$18,000</u>
	Subtotal	\$213,440
E.	SITE IMPROVEMENTS	
1.	Raise grade to meet steps and ramp, providing gravel parking and concrete sidewalk to elevator and egress stair. Grade to meet city site drainage requirements.	\$15,000
2.	Clear volunteer invasives	
3.	Repair and Paint Fence	\$4,000
4.	Security and Safety Lighting	<u>\$1,800</u>
	Subtotal	\$20,800
F.	CONTINGENCY	
1.	Assume 15% of Construction Cost Estimate of \$794,605	\$119,190
G.	ARCHITECTURAL AND ENGINEERING FEES (8%)	\$70,988
H.	CITY PERMITS (Est.)	<u>\$18,519</u>
	Total Design and Construction Costs	\$976,872

**CORNISH MEMORIAL
A.M.E. ZION CHURCH
RESTORATION**

**PHASE 2 PROJECT
COST ESTIMATE**

September 26, 2011

SUMMARY

1.	Replace existing substandard Fellowship Hall bathrooms to be ADA and code compliant.	\$53,000
2.	Bring existing substandard kitchen to code compliance.	\$37,700
3.	Stabilize the building with new steel structural members: Jack and level the rear corner of the building where the sill has failed.	\$85,200
4.	Construct a ramp and wheelchair lift at the ground floor.	\$10,000
5.	Repair rotten floor framing under the sanctuary pulpit And restore the balustrade around the alter and choir.	\$8,300
6.	Move and modify the front pews order to make room for a piano and organ; enlarge the fellowship hall storeroom; Replace AC supply diffusers; Touch-up paint	\$5,900
7.	Tent the church to control termite damage.	\$10,000
8.	Repair the parsonage electrical system.	<u>\$18,665</u> \$228,765
9.	Architectural and Engineering Fees (8.8%)	\$20,250
10.	Estimated City Permit and Impact fees and impact fees.	<u>\$8,000</u>
		Total \$256,896

Attachment H
(Construction Schedule)

2013

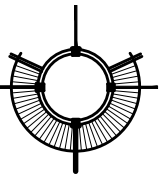
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WILLIAM P. HORN
ARCHITECT, P.A.

LICENCE NO.
AA 0003040
TEL.(305) 296-8302
FAX (305) 296-1033

PROJECT
1210

DATE
11-08-12



Attachment E

Ownership and Legal Structure

THE CONSTITUTION
PART I
THE CONSTITUTION
OF
THE AFRICAN METHODIST EPISCOPAL
ZION CHURCH

PREAMBLE

We, the members of The African Methodist Episcopal Zion Church [The A.M.E. Zion Church] in order to advance the Church of Jesus Christ, safeguard the glorious heritage bequeathed to us by our forefathers, preserve our tradition as a people called "Zion Methodists", maintain Christian fellowship and discipline, edify believers, convert the world, transform society, and perfect our unity and structure, do hereby establish and set forth this constitution.

DIVISION ONE - GENERAL

¶1. **Article I. Name** - The name of this Church shall be "The African Methodist Episcopal Zion Church," hereinafter called "The A.M.E. Zion Church."

¶2. **Article II. Articles of Religion** - The Articles of Religion shall be those held in common by churches of the Methodist tradition and accepted by the Founding Fathers to be the standard and rule of doctrine of The A.M.E. Zion Church.

¶3. **Article III. General Rules** - The General Rules shall be those of the "United Societies" as organized by John Wesley in 1739, and accepted by the Founding Fathers of The A.M.E. Zion Church.

¶4. **Article IV. Membership** - The A.M.E. Zion Church as a functional member of the body of Christ, emphasizes the universal commission of our Lord and Savior, Jesus Christ, to go into all the world and proclaim the Good News to everyone, everywhere, and make disciples of everyone and teach them to obey everything our Lord has commanded. Therefore, all persons, who give satisfactory evidence of their desire to flee from the wrath to come and to be

THE CONSTITUTION

saved from their sins, profess and give satisfactory evidence of saving faith in Jesus Christ, our Lord, give satisfactory assurance of the correctness of their faith and willingness to observe and keep the rules and usages of The A.M.E. Zion Church and to conform to them, and show evidence of their desire for fellowship in The A.M.E. Zion Church, shall be eligible, when they have taken the appropriate vows as set forth in the Discipline, to be admitted into its membership in any local church in The African Methodist Episcopal Zion Church Connection.

¶5. Article V. *Church Property* - There shall be a Board of Trustees of The A.M.E. Zion Church elected according to the Discipline, who shall hold title to all property, real, personal or mixed, belonging to the connection. No charter, deed or conveyance or the receipt thereof for any house of Divine Worship or parsonage for the use and occupancy of the ministry of The A.M.E. Zion Church in America; or any other property, shall contain any restriction or reservation prohibiting any minister and preacher belonging to The A.M.E. Zion Church as shall from time to time be duly authorized by the General Conference or by the annual conference to preach God's Word and to execute the Discipline of the church. All written instruments on conveyance or receipt of property of any kind by which premises are held or hereafter acquired shall be in accordance with the rules and regulations of The A.M.E. Zion Church.

DIVISION TWO - ORGANIZATION

Section I - CONFERENCES, COUNCILS AND BOARDS

¶6. Article I. There shall be a *General Conference* with such powers, duties and privileges as are hereinafter set forth.

¶7. Article II. There shall be *Annual Conferences* as the fundamental bodies of the Church with such powers, duties and privileges as are hereinafter set forth.

¶8. Article III. There shall be a *Connectional Council* with such powers, duties, and privileges as are hereinafter set forth.

¶9. Article IV. There shall be *District Conferences* with such

THE CONSTITUTION

powers, duties, and privileges as are hereinafter set forth.

¶10. **Article V.** There shall be a *Quarterly Conference* in each pastoral charge with such powers, duties and privileges as are hereinafter set forth.

¶11. **Article VI.** There shall be a *Members Conference* [*Members' Meeting*] in each pastoral charge with such powers, duties, and privileges as are hereinafter set forth.

¶12. **Article VII.** There shall be a *Leaders' Conference* [*Class Leaders' Meeting*] in each pastoral charge with such powers, duties, and privileges as are hereinafter set forth.

Section II - THE GENERAL CONFERENCE

¶13. **Article I.** The *General Conference* is the supreme body of The A.M.E. Zion Church.

¶14. **Article II.** The general conference shall be composed of an equal number of ministerial and lay delegates who shall be elected only by the annual conference of which they are members. No annual conference shall be denied the privilege of one ministerial and one lay delegate.

¶15. **Article III.** A majority of all the delegates and members of the general conference who have answered to the roll call during the general conference session shall constitute a quorum for the transaction of business.

¶16. **Article IV.** The *bishops* shall preside in rotation, but should there be no bishops present or in power, the general conference shall elect a President pro-tem.

¶17. **Article V.** The General Conference shall meet at such time as it may determine. However, if the bishops of the church deem it necessary to meet sooner than the time designated by the general conference, they, with or by the consent of a majority of the annual conferences, shall have power to call a general conference.

¶18. **Article VI.** The General Conference shall determine the place where the general conference shall meet. However, in case of urgent necessity, the board of bishops may also change the place of meeting of the general conference.

¶19. **Article VII.** The general conference shall have full

THE CONSTITUTION

legislative power to make laws, revise and amend rules whenever it is necessary for the general interest of the connection, and in the exercise of said powers shall have authority as follows:

1. To define and fix the conditions, privileges, and duties of Church Membership.
2. To define and fix the qualifications, authority, and duties of elders, deacons, local preachers, and exhorters.
3. To define and fix the powers and duties of church officials.
4. To define and fix the powers and duties of annual, district, quarterly, and members conferences and leaders' meetings.
5. To define and fix the powers and duties of the connectional administrative boards and the connectional council.
6. To elect bishops, general officers and members of the judicial council.
7. To define and fix the powers, duties, and privileges of the episcopacy.
8. To define and fix the powers of the board of bishops.
9. To arrange the episcopal districts and assign bishops to them.
10. To determine the salary of the bishops, general officers, and other appropriate connectional personnel.
11. To set off annual conferences in such places and at such times as it may deem best.
12. To ratify or reverse the decisions of the lower courts.
13. To try charges against a bishop during its setting, to acquit, expel, or disrobe him/her of his/her Episcopal authority, or remand the case to a lower court for a decision.
14. To act as a court of appeals for traveling ministers in full connection who have been convicted by a lower court.
15. To determine the correct interpretation of any question or opinion of law or any ruling on the part of a bishop in any lower court.
16. To establish such boards, committees, and commissions as may be necessary.

THE CONSTITUTION

17. To enact legislation as may be necessary, subject to the limitations and restrictions of the constitution.

¶20. **Article VIII. RESTRICTIVE RULES.** The general conference shall have the power to make rules and regulations for our church, under the following limitations, to wit:

1. It shall not revoke, alter, nor change our Articles of Religion nor establish any new standard of rules of doctrine contrary to our present existing and established standard.
2. It shall not change or alter any rule of our government so as to do away with the episcopacy, nor destroy the plan of our Itinerancy.
3. It shall not do away with the privilege of our ministers and preachers of trial by committee, and of an appeal, neither shall it do away with the privilege of our lay members of trial before the society or by a committee, and of an appeal.
4. It shall not revoke nor change the General Rules of our United Societies.
5. It shall not appropriate the proceeds of the Publishing House, nor of the Chartered Fund to any purpose other than for the benefit of the Traveling and Superannuated Ministers, their spouses, widows/widowers and children.

Section III - THE ANNUAL CONFERENCE

¶21. **Article I.** The *Annual Conference* shall be composed of a bishop and all the traveling ministers and preachers, both in full connection and those on trial within the bounds of the conference, and such lay delegates as may have been legally elected to that body.

¶22. **Article II.** The *Annual Conference* is the fundamental body in The A.M.E. Zion Church and reserves the right to vote on all constitutional amendments, on the election of delegates to the general conference, on all matters relating to the character, confer-

ence relations, and ordinations of its ministerial members, and such other rights as have not been delegated to the general conference under the constitution.

¶23. Article III. The bishop shall preside in the annual conference. In case no bishop is present, a member of the conference appointed by the bishop shall preside. But if no appointment be made, or the minister appointed does not attend, the conference shall elect a President from among the elders without debate.

¶24. Article IV. The *annual conference* shall appoint the time and place of its own setting. But should it become necessary to change the time or place of its setting, after it has been fixed, the bishop can, after obtaining the written consent of a majority of the ministers of the conference, change either the time or place.

¶25. Article V. The *annual conference* shall have power to set off a new annual conference, subject to the approval of the general conference.

¶26. Article VI. The *annual conference* has power to hear complaints against its members, and may try, reprove, suspend, deprive of official authority or ministerial office and credentials, expel or acquit, any of them against whom charges may be referred. It also has the power to try charges against a Bishop.

Section IV - THE CONNECTIONAL COUNCIL

¶27. Article I. The *Connectional Council* shall exercise executive power over and possess all the rights vested in the Connectional Boards. It shall have the authority to make and enforce such rules and regulations as may be necessary for the successful operation of the Administrative Boards, and shall have other such powers as may be fixed and determined by the general conference.

Section V - DISTRICT CONFERENCE

¶28. Article I. There shall be held annually one or more *District Conferences* at such time and place as may be appointed by the presiding elder of the district.

¶29. Article II. The *district conference* shall have general oversight

THE CONSTITUTION

of all the temporal and spiritual affairs of the district, subject to the provisions of the constitution; inquire into the spiritual and temporal affairs of Churches, Schools, and Benevolent Societies within the district, and shall have other such powers as may be fixed and determined by the general conference.

Section VI - QUARTERLY CONFERENCE

¶30. Article I. There shall be in each pastoral charge a *Quarterly Conference* composed of such persons and invested with such powers as the general conference shall prescribe.

Section VII - MEMBERS' CONFERENCE [MEETING]

¶31. Article I. There shall be a *Members' Conference* in each church with such powers and duties as the general conference may prescribe.

Section VIII - LEADERS' CONFERENCE [MEETING]

¶32. Article I. There shall be a *Leaders' Conference [Class Leaders' Meeting]* in each church with such powers and duties as the general conference may prescribe.

Section IX - THE EPISCOPACY

¶33. Article I. There shall be an *Episcopacy* with such powers, duties and privileges as shall be defined by the general conference.

¶34. Article II. The bishops shall be elected by the general conference and consecrated in the historic manner of Zion Methodism at such time and place as may be fixed by the general conference.

¶35. Article III. There shall be a *Board of Bishops* composed of all of the bishops of the church. The board shall meet at least once a year and plan for the general oversight and promotion of the temporal and spiritual interest of the entire church and for carrying into effect the rules, regulations and responsibilities prescribed and enjoined by the general conference.

¶36. Article IV. A bishop shall decide all questions of law in the annual conference, subject to an appeal to the general conference.

Section X - JUDICIARY

¶37. Article I. There shall be a *Judicial Council*, The general conference shall determine the number and qualifications of its members, their terms of office, and the method of election and the filling of vacancies.

Section XI - AMENDMENTS

¶38. Article I. *Amendments* of the constitution shall require two-thirds [2/3] of the majority of the members of the general conference present and voting, and must be ratified by two-thirds [2/3] of the annual conferences immediately following the general conference.

Chapter One

THE CHURCH

OUR DOCTRINAL STANDARDS, GENERAL RULES AND
SPECIAL ADVICES

¶46. Section I - *OUR DOCTRINAL HERITAGE*

1. The African Methodist Episcopal Zion Church professes the historical faith in God, who by Himself - outpouring, was manifest incarnate in Jesus Christ for our salvation. By God's grace and the power of His Holy Spirit all believers become the new humanity in history. The incarnation having reached its completion in Jesus, who is the Christ, is continuing in the Church and is overcoming the calamity of the human predicament. We strive in the hope that the Church Militant will grow from sinful existence through purification to oneness with God.

2. Our heritage in doctrine and our present theological task demand that we renew our faith and understanding of the love of God, our Father, and the Lordship of His Son, Jesus Christ, for the purpose of analyzing the meaning of hope in Christ. We believe that all who have faith in Him will be empowered and invigorated by the Holy Spirit to risk all for the reconciling work and fulfillment of the Kingdom of God.

¶47. Section II - *OUR COMMON HERITAGE AS
CHRISTIANS*

African Methodist Episcopal Zion Church Members, sometimes called "Zion Methodist, and (2) "A People called Zion Methodist," share a common heritage with Christians of every age and nation according to the witness and teachings of the Apostles of Jesus Christ.

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THE CHURCH

¶48. Section III - OUR DISTINCTIVE HERITAGE AS ZION METHODIST

1. Zion Methodism grew out of the merciless enslavement of our African forebears. They were kidnapped from their native land, chained and shackled, shipped as beasts in deplorable conditions to a strange and distant land, having no family, no culture and no language. Yet, our fathers and mothers were confronted by the Lord God, through Jesus Christ, in the cotton fields and every place of their humiliation and degradation revealing to them that He would always be with them as He had been with them in the past. When Jesus, upon whom the Spirit of the Lord had descended, was preached at John Street Methodist Church, they united with that fellowship. However, bigotry and oppressively cruel barriers confronted them. The Spirit of the Lord led them in the establishment of Zion Chapel (which later became The Mother Church of Zion Methodism) where the gospel of His redeeming grace could be purely preached and His vindicating and liberating influences could be experienced. Taking with them the doctrines, discipline, and polity of The Methodist Church, they proceeded in the establishment of Zion Methodism. They believed that God had called them out of their bondage and had chosen them to be His people and a channel of His redeeming love for all people.

2. We believe and understand today that, in the Divine Economy, Zion Methodism is to make disciples of all persons throughout the earth, to bring good news to the poor, to proclaim release to the captive, recovery of sight to the blind, to let the oppressed go free and to proclaim the Year of the Lord's favor.

3. We are to continue this mission until Christ, God's Son, shall come again.

*MISSION STATEMENT OF THE
AFRICAN METHODIST EPISCOPAL ZION CHURCH*

The mission of The African Methodist Episcopal Zion Church is to increase our love for God and to help meet the needs of humankind by "Loving God with all our heart, with all our soul, and with all our mind, and to love our neighbor as ourselves."

Implicit in this statement is the belief that the church should have a positive relationship to God vertically, and a positive relationship to humankind horizontally. Therefore, we love God and are obedient to His commandments and loyal to all for which He and His Kingdom stand.

We also share in the mission of His Son Jesus Christ, in "healing the sick, helping the blind to receive sight, the lame to walk, the leper to be cleansed, the deaf to hear, the dead to be raised, and the poor to have the Good News preached to them." - Luke 4:18

We actualize this mission by praising God, by being obedient to the demands of the Gospel, by telling the story of God's gracious acts in creating and redeeming the world, by inviting persons to commit their lives to Jesus Christ, and by serving as ministers of God's liberating and reconciling grace.

STATEMENT OF
COMMISSION ON DISCIPLINE CODIFICATION

Greetings to The African Methodist Episcopal Zion Church family in the name of our Lord and Savior Jesus Christ, from the Commission on Discipline Codification.

The Commission in compliance with the mandates of the General Conference has completed its work. The *Book of Discipline*, now in two volumes, is the instrument for setting forth the laws, plan, polity, and process by which The African Methodist Episcopal Zion Church governs itself. The commission hereby presents one of two volumes of the *Book of Discipline*, including those changes adopted by the body of the 47th Quadrennial Session of the General Conference.

We pray that it will be found and utilized in our churches, our colleges, and seminaries, as well as in the home of members of The African Methodist Episcopal Zion Church. We pray that it will help exalt the meaning of Christian discipleship and inspire a deeper desire to be more faithful to the Head of the Church, Jesus Christ our Lord.

Bishop Nathaniel Jarrett, Jr.

Bishop James E. McCoy

Bishop Cecil Bishop

Rev. Dr. J. Elvin Sadler

Rev. Dr. G. Fay McCaskill

Mrs. Elease W. Johnson

Mrs. Ruth Stevens

Rev. Joseph Brown

Rev. Paulette L. Leake

Rev. Robert W. Lewis, Jr.

Rev. Dr. Joseph Lamb

Rev. Gina Casey

Dr. Clara Robertson

Rev. Paul Whiteurs

Rev. Dr. Myrtle Bowen

*Rev. Medis W. Cheek

*Rev. Eli D. Smith

*Rev. Frank E. Jones

Rev. Dr. W. Robert Johnson III, General Secretary-Auditor

* The 47th Quadrennial Session of the General Conference directs that the chairpersons of the General Conference Resolutions, Executive and Judiciary, and the Revisions Committees will serve as members of the Compilation Committee and the Commission on Discipline Codification .

FOUNDERS' ADDRESS

To the Members of
The African Methodist Episcopal Zion Church in America:

BELOVED BRETHREN: We think it proper to state briefly that, after due consideration, the official members of The African Methodist Episcopal Zion and *Asbury Churches in the City of New York have been led to conclude that such was the relation in which we stood to the white Bishops and Conference, relative to the ecclesiastical government of The African Methodist Church or Society in America, so long as we remain in that situation our Preachers would never be able to enjoy those privileges which the Discipline of the white Church holds out to all its Members that are called to preach, in consequence of the limited access our brethren had to those privileges, and particularly in consequence of the difference of color. We have been led also to conclude that the usefulness of our Preachers has been very much hindered, and our brethren in general have been deprived of those blessings which almighty God may have designed to grant them, through the means of those Preachers whom He has from time to time raised up from among them, because there has been no means adopted by the said Bishop and Conference for our Preachers to travel through the connection and promulgate the Gospel of our Lord Jesus Christ; and they have had no access to the only source from whence they might have obtained a support, at least, while they traveled. Under these circumstances they believed that the formation of an itinerant plan and the establishment of a Conference for the African Methodist Preachers of the United States, who are not yet attached to any Conference of that nature, would be essential to the prosperity of the spiritual concerns of our colored brethren in general, and would be the means of advancing our Preachers (who are now in regular standing in connection with the white Preachers of The Methodist Episcopal Church), whenever it should be found necessary for the advancement of the Redeemer's Kingdom among our brethren to bring forward for ordination those who are called of God to preach the Gospel of our Lord, which may be done from time to time,

***The A.M.E. Zion Church had been in existence since 1796 in New York City. This address was prepared after 1813, when the Asbury Churches, founded by William Miller, united with Zion.**

FOUNDERS' ADDRESS

according to the best of our judgment of the necessity thereof, and not according to the method which is natural to suppose our white brethren would pursue, to determine upon the necessity of such ordination. We are under strong impression of mind that such measures would induce many of our brethren to attend divine worship, who are yet careless about their eternal welfare, and thereby prove effectual in the hands of God in the awakening and conversion of their souls to the knowledge of the truth.

And whereas, Almighty God, in His all-wise and gracious providence, has recently offered a favorable opportunity, whereby these Societies may be regularly organized as an evangelical African Methodist Church, we have therefore resolved to embrace the said opportunity, and have agreed that the title of the Connection shall be The African Methodist Episcopal Church in America;* and we have selected a form of Discipline, with a little alteration from that of our Mother Church, which selection we recommend to you, for the Doctrines and Discipline of our Church, hoping that the great Shepherd of our souls, the all-wise and gracious God, will be pleased to approve of the above measures and grant that we may obtain and preserve those privileges which we have been heretofore deprived of; that hereby we may unite our mutual efforts for the prosperity of the Redeemer's Kingdom among us, and for the encouragement of our colored brethren in the Ministry.

Earnestly soliciting your prayers and united endeavors for the same, we remain your affectionate brethren and servants in the kingdom of our ever-adorable Lord.

ABRAHAM THOMPSON
JAMES VARICK
WILLIAM MILLER

***The word "Zion" was added to the title of the denomination by the General Conference of 1848, this being the name of the Mother Church in New York City.**

CHARTER OF THE AFRICAN CHURCH

In pursuance of an Act to enable all the religious denominations of this State to appoint Trustees who shall be a body corporate, for the purpose of taking care of the temporalities of their respective congregations and for other purposes therein mentioned, passed the 6th day of April 1784, public notice was given in The African Methodist Church (called Zion Church) of the City of New York, in the State of New York, as the aforesaid law directs; and we, the subscribers, being nominated and appointed, agreeably to the aforesaid Act, inspectors of an election held in our place of meeting the eighth day of September, 1800, do report and declare the following persons duly elected by a plurality of voices, to serve as Trustees for the said Church, viz.: Francis Jacobs, George Collins, Thomas Sipkins, George E. Moore, George White, David Bias, Peter Williams, Thomas Cook, and William Brown, which said persons, so elected, and their successors in office, shall forever be styled and denominated the Trustees of the Corporation of The African Methodist Episcopal Church in the City of New York.

Given under our hands and seals, this fifth day of February, one thousand eight hundred and one.

PETER X. WILLIAMS

his

FRANCIS JACOBS

mark

STATE OF NEW YORK, ss.:

On this sixteenth day of February, 1801, before me personally came Peter Williams and Francis Jacobs, to me known to be the persons within described, and who executed the within conveyance, who duly acknowledged the same -- and there being no material erasures or interlineations therein, I do allow it to be recorded.

(Signed) James M. Hughes, Master in Chancery.

Recorded in the office of the Clerk of the City and of the County of New York, in Lib. No. 1 of Record of Incorporation of Religious Denominations, Page 28, this ninth day of March, 1801.

Examined by (Signed) Robert Benson, Clerk

COMMITTEE'S ADDRESS

On the Origin of The African Methodist Episcopal Zion Church in America

DEARLY BELOVED: In view of the rapid growth of our Connection and the many changes that have been made since the issuing of the Discipline heretofore in use, it must be clear to all that a new compilation is an indispensable necessity. To know our laws it was necessary to possess the Minutes of all the General Conferences since 1865, of which comparatively few were in our possession.

The General Conference which met in Clinton Chapel, Charlotte, N.C., on the 19th of June 1872, appointed a Committee to revise the old and prepare a new compilation.

The Committee submitted the first result of their labors to the General Conference, and it was adopted. The General Conference also appointed a compiler to prepare the matter for, and to superintend its publication under the direction of the General Book Committee. As it is proper that you should be fully informed respecting the history of our beloved Zion, especially as there are those who are disposed to make erroneous impressions, we have thought it not out of place to inform you of our origin.

By those who are acquainted with the history of Methodism in this country it is generally conceded that its light, first shone forth in the City of New York about the year 1765.

The John Street Church was the first Methodist Church erected in that city. There were several colored Members in this Church from its first organization. Between the years 1765 and 1796 the number of colored members largely increased, so much so that caste prejudice forbade their taking the Sacrament until the white families were all served. This and the desire for other Church privileges denied them, induced them to organize themselves, which they did in the year 1796. This was the first African Methodist Episcopal Church of which we have any account. In the year 1800 they built a church and called it Zion. This Church, unlike the other colored Methodist Churches formed about the same period, was, as regards its temporal economy, separate from The Methodist Episcopal Church, from its first organization. They drew up articles of agreement with the Methodist Episcopal Church under which she

supplied them with Ministers for about twenty years. So that Zion, the oldest Church of the Connection, that has by general consent taken her name, must be the oldest Methodist Organization separate from the Methodist Episcopal Church, in this country. As we have shown, the Connection is generally called Zion out of respect to that first church. But the style and title of the church, as the founders tell us, is the African Methodist Episcopal Church. And if there is any body of Methodists in the world that has a pre-eminent right to this title it is the Zion Connection, for she assumed it before there was any other to assume it. Trusting that the hints we have thrown out may induce you to investigate this subject fully, and also hoping that this compilation may facilitate good government and give general satisfaction to the membership of our Church, we remain yours in Christ.

J. P. THOMPSON,
Chairman of Committee

J. W. Hood, Secretary

Original Application



Community Redevelopment Area
Application for Tax Increment Appropriation
for the Bahama Village Subarea
2013 Allocation

Please completely fill out this application. Please use inserts for all attachments in proper order. Applications for funding are accepted between Monday, July 2, 2012 and Friday, September 28, 2012. After staff review, additional information may be requested. Please see the 2012 Schedule for Application Cycles and Review for details related to the process. By law funding for the Community Redevelopment Agency occurs after January 1st. The attached Community Redevelopment Agency Use of Tax Increment Funding Guidelines includes additional information to assist in the application process.

A. **PROJECT NAME:** PHASE II RESTORATION of Cornish Memorial A.M.E. Zion Church

B. **PROJECT LOCATION/ADDRESS:** 702 Whitehead Street
Key West, Florida 33040

C. **APPLICANT (PLEASE EXECUTE ATTACHED AUTHORIZATION FORMS)**

Entity Cornish Memorial A.M.E. Zion Church

Authorized Representative Dr. Kevin W.H. Lewis

Role or Capacity of Authorized Representative Pastor

Address 702 Whitehead Street Key West, FL 33040

Telephone Number (305)517-6422 Office (305)517-6424 Residence

Cellular Number (305)906-0164

E-Mail Address DrKnlcc@aol.com

D. PROJECT INFORMATION

What type of project is proposed: **Check one:** ☒ Construction/Restoration ☐ Program

Provide a brief description of the project and how it meets specific objectives of the CRA Plan.

☒ Description attached

Provide a description of the population served by the project.

☒ Description attached

Please attach proper authorization and verification forms from the property owner(s) for the proposed project facility location.

☒ Property location authorization and verification form attached

For Construction/Restoration Project, please provide information that fully describes the physical boundaries of the proposed project as follows:

☒ map(s) attached

☒ deeds(s) attached

☒ boundary survey attached

☒ Monroe County Property Appraiser data for the site (<http://www.mcpafl.org>)

If a Program provide the address of the program facility location:

E. OWNERSHIP AND LEGAL STRUCTURE

Provide the full name(s) of the person(s) or entity(s) expected to own (or operate if a program) the project and fully describe their legal structure (i.e. principals, ownership interests, relationship to parent organization, subsidiaries, etc.). Include a complete list of officers, directors and board members (as applicable) associated with entity who requested the appropriation. Attach additional information if necessary.

A.M.E. Zion Church

Is the facility or program open to the public regardless of the individual's race, color, sex, gender identity or expression, religion, disability, national origin, ancestry, sexual orientation, marital status, parental status, or source of income and is there a charge associated with public use or entry to the facility or program? Please describe if necessary or explain if facility or programs have limitations to access. Attach additional information if necessary.

Yes Open 7 days a week. 1st flor does not have disability access.

F. PREAPPLICATION MEETING

A pre-application with the City Planner and Historic Preservation Planner is required prior to application submittal. Please contact the Planning Department to make appointments at 305-809-3778. Please provide the following pre-application meeting dates:

08-04-2012	Planning Department	08-04-1=2012	Historic Preservation Planner
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G. PROJECT BUDGET

Note: Applicants are encouraged to consider the total amount available for TIF funding in 2013 relative to their project request.

1. Is funding requested for multiple phases (over more than one funding cycle)?
☒ yes ☐ no

- | | | | |
|---|-----------------------|--------------|--------------------------------|
| 2 | Project Cost for 2013 | \$195,000.00 | |
| | Total Project Cost | \$976,872.00 | (if multiphase, for all years) |

- | | | |
|----|---|--------------|
| 3. | Amount of TIF Funding Requested for 2013 | \$175,000.00 |
| | Total Amount of TIF Funding Requested
(if multiphase, for all years) | \$976,872.00 |

- | | | |
|----|---|-------------|
| 4. | Total Amount of matching funds provided for 2013 | \$20,000.00 |
| | Total Amount of matching funds provided
(if multiphase, for all years) | |

Describe the source and amount of matching funds

General Treasury

5. Attach a detailed budget for the project describing each key element and estimated costs (if multiphase, for all years)
- ☒ Detailed budget attached

H. PROJECT SCHEDULE

Please provide a schedule for approvals, construction and implementation of proposal, including multiyear phasing if relevant.

- ☒ Schedule attached

consider a focus on conserving the earth's resources, energy efficient activities, production of consumption of energy, use of sustainable materials, elimination of waste, compliance with environmental regulations and the use of environmentally friendly products, equipment and services. In this context green services are earth friendly, ethically produced and made energy efficient and employ the use recyclable materials. Please indicate how this application will promote green services. **Projects with green features will be given priority for funding.**

☒ Green Features response attached

K. CERTIFICATION

By making this application, Applicant certifies that he or she has read Section 163.340(9), Florida Statutes (the definition of "community redevelopment") and the City's Community Redevelopment Plan (including any amendment or restatement thereof, and understands that any funding pursuant to application must be consistent with the City's community redevelopment policy objectives and City of Key West guidelines and procedures.)

The undersigned has read this form, authorized its preparation and, under penalty of perjury, hereby certifies that, to the best of his or her knowledge and belief that the information provided is true, accurate and complete. Applicant understands that any appropriation is subject to available funds and if requested agrees to provide any and all additional information in a timely fashion as requested by the CRA or City.

Chapter 837.06 Florida Statutes - False Official Statements - Whoever knowingly makes a false statement in writing with the intent to mislead a public servant in the performance of his or her official duty shall be guilty of a misdemeanor of the second degree punishable as provided for in S. 775.082 or S. 775.083.

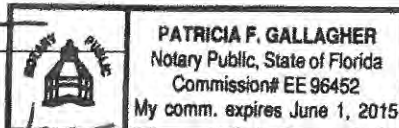
Applicant's Signature: Dr. Kevin W.H. Lewis Date: Oct 3, 2011

Subscribed and sworn to (or affirmed) before me on Oct 3, 2011 (date) by

Dr. Kevin W.H. Lewis
Please Print Name of Affiant

He/She is personally known to me or has presented FL Dr. Lewis as identification.

Patricia A. Gallagher
Notary's Signature and Seal



Patricia A. Gallagher Name of Acknowledger printed or stamped

Notary Title or Rank

96452 Commission Number, if any

PASTOR'S CERTIFICATE OF APPOINTMENT

SOUTH FLORIDA

ANNUAL CONFERENCE

AFRICAN METHODIST EPISCOPAL ZION CHURCH

Rev. **Kevin W. H. Lewis** is appointed to the Pastoral charge of **Cornish Memorial AME Zion Church**

And is authorized to perform all the Pastoral functions set forth in the Discipline and indicated in the Pastor's credentials. Each pastor is required by law to collect the Connectional Budget and report the same immediately to the Financial Secretary of the A.M.E. Zion Church, P.O. Box 31005, Charlotte, North Carolina 28231.

Each Pastor is required to observe the following Connectional Days for reporting 25% or $\frac{1}{4}$ of the total apportionment.

TOTAL CONNECTIONAL BUDGET
(See analysis on reverse side of the certificate)

\$4,833.00

Report Days: Founder's Day – February
Children's Day – June

Easter Sunday
Foreign Missions Sunday – September

The required $\frac{1}{4}$ or 25% of the budget collected on the above dates may be sent to the Financial Secretary and receipts presented at the Check-up meetings. However, any balance due will be payable at the Annual Conference.

The Presiding Elder shall examine all reports and receipts at each Quarterly Conference and see that the law regarding the reporting of the Connectional Budget is observed.

The next Annual Conference will meet at **Greater Faith A.M.E. Zion Church**

Done at **Varick Memorial A.M.E. Zion Church - Jacksonville, FL**

June 20-24, 2012.

June 26, 2011.

Signed

Bishop



City of Key West
Planning Department

Verification Form

(Where Authorized Representative is an Entity)

I, DR. KEVIN W. H. LEWIS in my capacity as PASTOR
(print name) (print position: president, managing member)
of CORNISH MEM. A.M.E. ZION CHURCH
(print name of entity serving as Authorized Representative)

being duly sworn, depose and say that I am the Authorized Representative of the Owner (as appears on the deed),
for the following property identified as the subject matter of this application:

702 WHITEHEAD ST KEY WEST, FL 33040
Street Address of subject property

All of the answers to the above questions, drawings, plans and any other attached data which make up the
application, are true and correct to the best of my knowledge and belief. In the event the City or the Planning
Department relies on any representation herein which proves to be untrue or incorrect, any action or approval
based on said representation shall be subject to revocation.

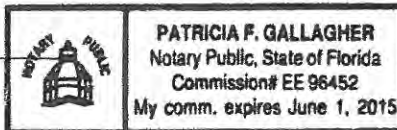
Dr. Kevin W. H. Lewis
Signature of Authorized Representative

Subscribed and sworn to (or affirmed) before me on this Oct 3, 2011 by
date

Dr. Kevin W. H. Lewis
Name of Authorized Representative

He/She is personally known to me or has presented FL Dr Lic as identification.

Patricia A. Gallagher
Notary's Signature and Seal



Patricia A. Gallagher
Name of Acknowledger typed, printed or stamped

City of Key West
Planning Department

Authorization Form
(Where Owner is a Business Entity)

Please complete this form if someone other than the owner is representing the property owner in this matter.

I, DR. KEVIN W. H. LEWIS as
Please Print Name of person with authority to execute documents on behalf of entity

PASTOR of CORNISH METH. A.M.E. ZION CHURCH
Name of office (President, Managing Member) Name of owner from deed

authorize MR. MICHAEL MILLER
Please Print Name of Representative

to be the representative for this application and act on my/our behalf before the City of Key West.

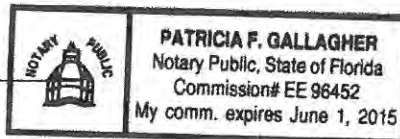
Dr. Kevin W. H. Lewis
Signature of person with authority to execute documents on behalf on entity owner

Subscribed and sworn to (or affirmed) before me on this Oct 3, 2011 by

Dr Kevin W. H. Lewis
Name of Authorized Representative

He/She is personally known to me or has presented FL Dr W as identification.

Patricia F. Gallagher
Notary's Signature and Seal



Patricia A. Gallagher
Name of Acknowledger typed, printed or stamped

96452
Commission Number, if any

ITEM D
PROJECT INFORMATION

CORNISH MEMORIAL AFRICAN METHODIST EPISCOPAL ZION CHURCH

FOUNDED 1856

REV. KEVIN W.H. LEWIS, D. MIN., PASTOR

702 Whitehead Street
Key West, Florida 33040

(305) 517-6424 Residence
(305) 517-6422 Office



OFFICERS

BOARD OF STEWARDS

Mr. Clayton Lopez

Mrs. Patricia Gallagher
Secretary-Treasurer

Mrs. Ellavise Forbes
Poor Steward

Ms. Rodziah Josephson

BOARD OF TRUSTEES

Mr. Alfred Hall

Mrs. Paulette Tynes

Ms. Detra Fisher
Church Clerk

Mrs. Pamela Lopez
*Director-Christian Ed.
Children's Church*

Ms. Debbie Cox-Barnett
Supt. Sunday School

September 17, 2012

Bahama Village Redevelopment Advisory Committee
C/o Ms. Nicole Malo
City of Key West Planning Department
3140 Flagler Avenue
Key West, FL 33040

Dear Ms. Malo:

It is my joy and happy privilege to submit our application for a 2013 Bahama Village Redevelopment Grant for Phase 2 of our restoration project. Our estimate budget for this project is \$195,000.00 of which Cornish Church will contribute \$20,000.00. Therefore we request a redevelopment grant of \$175,000.00 for the completion of the following components of the project:

This is Phase 2 of the complete restoration of the church which is estimated to cost \$976,872.00. In 2008 we completed Phase 1 toward the goal which was entirely funded by a TIF Grant. Phase 2 will consist of the following:

1. Replace existing substandard fellowship hall bathrooms to be ADA and code compliant.
2. Bring existing substandard kitchen to code compliance.
3. Stabilize the building with new steel structural members. Jack and level the rear corner of the building where the sill has failed. Stabilize the lateral leaning of the building.
4. Construct a ramp and wheelchair lift at the ground floor.
5. Repair Replace rotten floor framing under sanctuary pulpit chancel area. Repair. Restore the balustrade around the altar and choir lofts. Enlarge existing storeroom.
6. Modify the front row of pews to allow for additional space for organ and piano.
7. Tent the church to control termite damage.
8. Repair the parsonage electrical system.



"Building A Better Tomorrow Through Christ."

- 9. Architectural and Engineering Fees
- 10. Estimated City Permit and Impact fees.

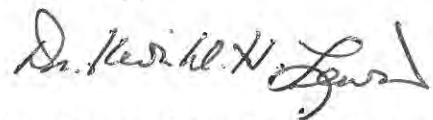
Total of this work, the bathrooms, wheelchair lift and ramp is required by law in order to comply with American Disabilities Act. The replacement of the parsonage electrical system will remove a serious fire hazard to the church. as the parsonage is less than five feet from the church. Afire in the parsonage would most certainly spread to the church.

The Cornish church will contribute \$20,000.00 to this work, and has also submitted an application to the TDC in the amount of \$200,000.00. It is our hope to be able to complete as much of the work (prioritizing the most needed) in this second phase. These funds will go towards other repairs to the parsonage including structural repairs, new roofing, new bathrooms, and improved finishes and painting. We have attached conceptual drawings of the floor plans showing the bathrooms, kitchen, and other areas of improvement that we propose as well as the Phase I Historic Structures Report and the required material specified in the application.

Our church congregation has been delighted and encouraged by the success of Phase I and feel grateful and privileged to have been the beneficiaries of this wonderful program created by the City of Key West.

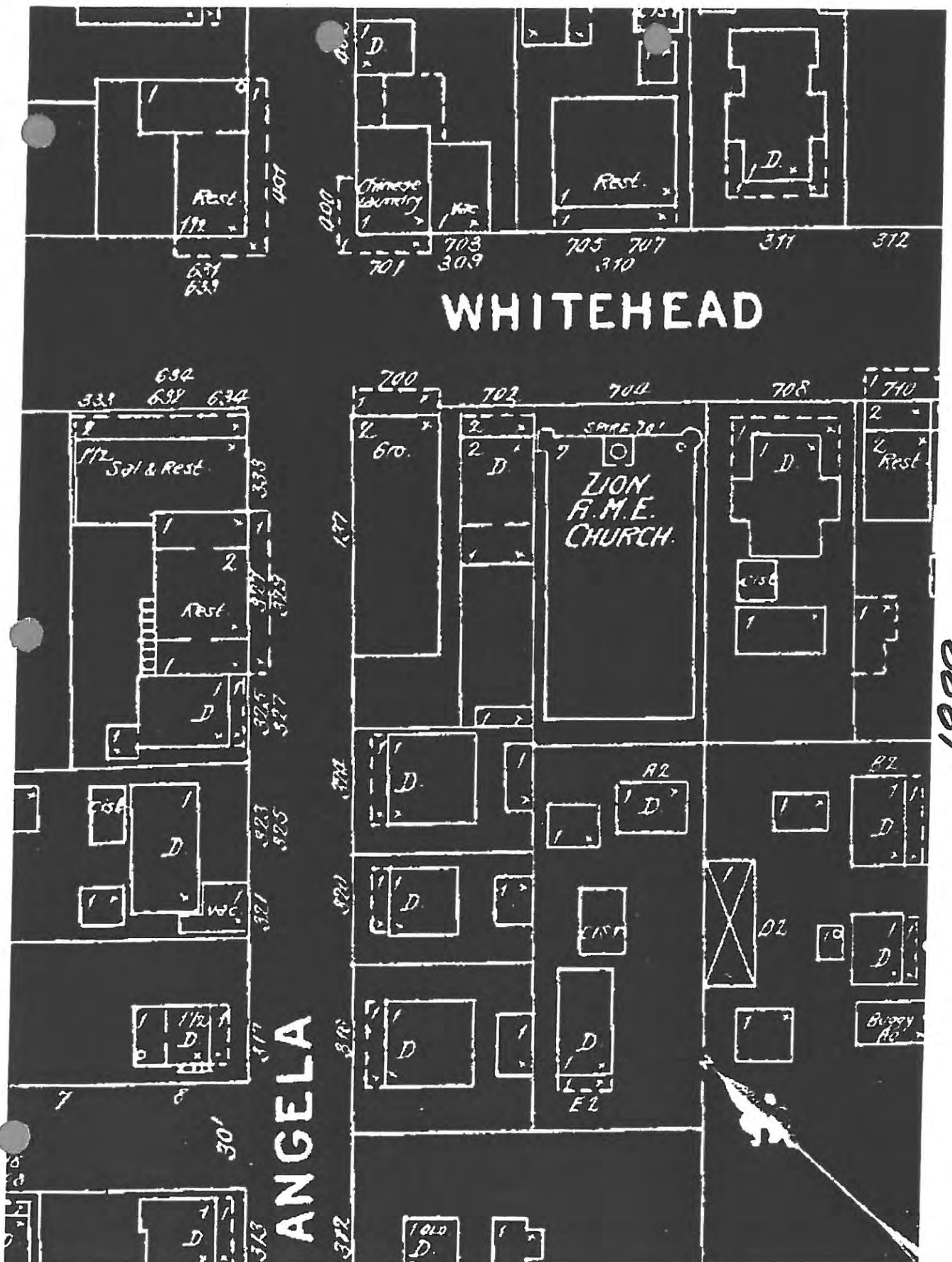
We thank you for your consideration of our Phase 2 request.

Sincerely,

A handwritten signature in black ink, appearing to read "Dr. Kevin W.H. Lewis". The signature is fluid and cursive, with a large, stylized initial "K" and "L".

Dr. Kevin W.H. Lewis, Pastor

WHITEHEAD



Know all men by these presents that we Ellen Von Pister in my own right, and William H. Von Pister husband of the said Ellen, both of the City of Key West in said County in the State of Florida, for and in consideration of the sum of One hundred and forty five Dollars lawful money of the United States to us in hand well and truly paid by Paul Shabrook, Alexander Wickens, Thompson Forester, Prince Dees and Samuel Frasier as Trustees of the African, Methodist, Episcopal, Zion, Church of the said City County and State, the receipt whereof we do hereby acknowledge, have given, granted, bargained, sold, enfeoffed and conveyed, and by these presents, do give, grant, bargain, sell, enfeoff, convey and deliver unto the said Paul Shabrook, Alexander Wickens, Thompson Forester, Prince Dees and Samuel Frasier as Trustees of and for the African, Methodist, Episcopal, Zion, Church, at Key West, and to their successors in Office and assigns forever, to be held by them in Trust as long as there are three persons to advocate the doctrines of said Connexion. All that certain piece or parcel of land situate lying and being on the Island of Key West in said State of Florida and known on the Map of said Island delineated by William D. Whitehead in February 1829 as part of Tract Number Three (N^o 3) and commonly known on said Island as Gordon's Garden, and further described in a Diagram of said Garden made by William H. Von Pister and recorded in Book F. page 621. of Monroe County Records as Lot N^o 19 (Mun. for Minister) on said Diagram, and having a Front on Whitehead Street bounded, of Forty six feet (46 feet) and extending back at right angles Ninety eight feet (98 feet). — To Have and To Hold the said piece or parcel of land together with all the incidents, rights and privileges thereto belonging or in any wise appertaining unto them the said Paul Shabrook, Alexander Wickens, Thompson Forester, Prince Dees and Samuel Frasier as Trustees of and in Trust for the African, Methodist, Episcopal, Zion Church at Key West and their successors in said Trust and assigns in fee simple forever, to be held by them in Trust as long as there are three persons to advocate the doctrines of said Connexion. And we the said Ellen Von Pister in my own right, and William H. Von Pister, for ourselves, our heirs, executors and administrators do hereby covenant with the said Trustees their successors and assigns to warrant and defend the said land and premises from and against the claims and demands of all persons who may come.

In Testimony whereof we have hereunto set our hands and seals at the City of Key West on this Twelfth day of November A. D. 1866.

Signed sealed and delivered
in the presence of
(Sig^{ty}) Peter L. Jaycock
Peter Connor

(Sig^{ty}) Ellen Von Pister
Wm. H. Von Pister

I Ellen Von Pister wife of William H. Von Pister of Key West being separate and apart from my husband do hereby acknowledge and declare that I executed the foregoing conveyance freely and voluntarily and with full understanding of the nature and consequences thereof and in full view of my mind and memory and I have hereunto set my hand and seal at Key West on this Twelfth day of November A. D. 1866.

Ellen Von Pister

State of Florida - Monroe County

As it Remembers that on the Twelfth day of November A. D. 1868 before me the undersigned a Justice of the Peace in and for said County personal came Eliza Ann Foster and William H. Ann Foster both to me personally known to me to be the individuals mentioned and described in and who executed the foregoing conveyance and there and there acknowledged the same to be their free and voluntary act and deed. — And afterwards to wit, on the same day the said Eliza Ann Foster being separate and apart from her husband acknowledged that she executed the said conveyance in her own right freely and voluntarily and without any fear or compulsion of or from her said husband and in testimony thereof did sign and seal the foregoing written acknowledgment by me. — Witness my hand the date above. —

above -
(149th) Pittsboro
Justice of the Peace

Whereof the same is admitted of Record.

Duty Recorded this 12th November A. D. 1866.

John Brown
blue R.

F918

Diagram of Lot N^o. 2. in Square 33. and Lot N^o. 4. Square 20. made by G. Howe Key West November 1st. 1866. —



24th March 1866

Peter Quince

Saluck

*Know all men by these presents that John H. ...
of the County of ... State of ... do hereby certify that ...
... of the County of ... State of ...*

Karl D. Borglum
Property Appraiser
Monroe County, Florida

office (305) 292-3420
fax (305) 292-3501
Website tested on Internet
Explorer

GIS Mapping requires Adobe Flash 10.3 or higher.

Property Record View

Alternate Key: 1013722 Parcel ID: 00013340-000000

Ownership Details

Mailing Address:

CHURCH A M E ZION TRUSTEE
702 WHITEHEAD ST
KEY WEST, FL 33040

Property Details

PC Code: 71 - CHURCHES

Millage Group: 11KW

Affordable Housing: No

Section-Township-Range: 06-68-25

Property Location: 702 WHITEHEAD ST KEY WEST

Legal Description: KW LOT 19 SQR 1 TR 3 F-917

Show Parcel Map - Must have Adobe Flash Player 10.3 or higher

Exemptions

Exemption	Amount
10 - RELIGIOUS	1,342,378.00

Land Details

Land Use Code	Frontage	Depth	Land Area
100E - COMMERCIAL EXEMPT	46	98	4,508.00 SF

Building Summary

Number of Buildings: 1

Number of Commercial Buildings: 1

Total Living Area: 7045

Year Built: 1894

Building 1 Details

Building Type

Effective Age 32

Year Built 1894

Functional Obs 0

Condition P

Perimeter 536

Special Arch 0

Economic Obs 0

Quality Grade 450

Depreciation % 40

Grnd Floor Area 7,045

Inclusions:

Roof Type

Heat 1

Heat Src 1

Roof Cover

Heat 2

Heat Src 2

Foundation

Bedrooms 0

Extra Features:

2 Fix Bath 0

3 Fix Bath 0

4 Fix Bath 0

5 Fix Bath 0

6 Fix Bath 0

7 Fix Bath 0

Extra Fix 4

Vacuum 0

Garbage Disposal 0

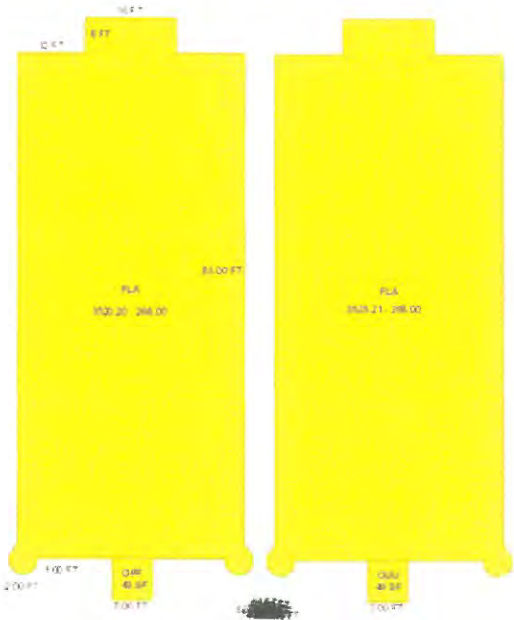
Compactor 0

Security 0

Intercom 0

Fireplaces 0

Dishwasher 0



Sections:

Nbr	Type	Ext Wall	# Stories	Year Built	Attic	A/C	Basement %	Finished Basement %	Area
1	FLA		1	1984					3,520
2	FLA		1	1984					3,525
3	OPF		1	1984					49
4	OUU		1	1984					49

Interior Finish:

Section Nbr	Interior Finish Nbr	Type	Area %	Sprinkler	A/C
	2580	CHURCHES	100	N	Y
	2581	CHURCHES	100	N	Y

Exterior Wall:

Interior Finish Nbr	Type	Area %
672	C.B.S.	100

Building Permits

Bldg	Number	Date Issued	Date Completed	Amount	Description	Notes
	09-00002985	09/03/2009		6,300	INSTALL 1/ ROUND HISTORICAL GUTTERS AND 4" ROUND CONDUCTOR PIPE TO BRING IT BACK TO ORIGINAL	
	09-00002982	09/03/2009		10,000	INSTALL 2200 SF PLYWOOD OVER EXISTING PURLONGS	
	09-00002937	09/03/2009		119,445	INSTALL 5550 SF OF 24G GALVALUME VICTORIAN METAL SHINGLE ROOF SYSTEM	
	05-0542	03/07/2005	12/31/2005	68,500	REPLACE ROTTEN WOOD & PAINT	
	A954197	11/01/1995	12/01/1995	3,000	12 SQRS GALV V-CRIMP RFG	
	9601292	03/01/1996	08/01/1996	1,500	ROOF	
	9601855	05/01/1996	08/01/1996	2,500	ROOF	
	01-3936	12/13/2001	10/11/2002	5,500	FRONT DOORS REPLACED	
	04-2827	08/26/2004	11/18/2004	3,800	REPAIR CELING	
	04-2827	05/27/2005	12/31/2005	3,800	REPAIR CONCRETE CEILING EXTERIOR STAIRWAY	

Parcel Value History

Certified Roll Values.

[View Taxes for this Parcel.](#)

Roll Year	Total Bldg Value	Total Misc Improvement Value	Total Land Value	Total Just (Market) Value	Total Assessed Value	School Exempt Value	School Taxable Value
2011	857,804	0	484,574	1,342,378	1,342,378	1,342,378	0
2010	857,804	0	428,260	1,286,064	1,286,064	1,286,064	0
2009	857,804	0	507,150	1,364,954	1,364,954	1,364,954	0
2008	914,991	0	563,500	1,478,491	1,478,491	1,478,491	0
2007	615,805	0	563,500	1,179,305	1,179,305	1,179,305	0
2006	615,805	0	383,180	998,985	998,985	998,985	0
2005	633,274	0	315,560	948,834	948,834	948,834	0
2004	633,271	0	270,480	903,751	903,751	903,751	0
2003	633,271	0	135,240	768,511	768,511	768,511	0
2002	292,179	0	135,240	427,419	427,419	427,419	0
2001	292,179	0	135,240	427,419	427,419	427,419	0

2000	292,179	0	121,716	413,895	413,895	413,895	0
1999	317,144	0	121,716	438,860	438,860	438,860	0
1998	211,923	0	121,716	333,639	333,639	333,639	0
1997	211,923	0	112,700	324,623	324,623	324,623	0
1996	192,658	0	112,700	305,358	305,358	305,358	0
1995	192,658	0	112,700	305,358	305,358	305,358	0
1994	192,658	0	112,700	305,358	305,358	305,358	0
1993	192,658	0	112,700	305,358	305,358	305,358	0
1992	192,658	0	112,700	305,358	305,358	305,358	0
1991	192,658	0	112,700	305,358	305,358	305,358	0
1990	163,018	0	91,287	254,305	254,305	254,305	0
1989	163,018	0	90,160	253,178	253,178	253,178	0
1988	150,043	0	81,144	231,187	231,187	231,187	0
1987	147,082	0	34,621	181,703	181,703	181,703	0
1986	147,675	0	32,458	180,133	180,133	180,133	0
1985	144,116	0	16,850	160,966	160,966	160,966	0
1984	0	25,352	16,850	42,202	42,202	42,202	0
1983	0	25,352	16,850	42,202	42,202	42,202	0
1982	0	25,352	12,461	37,813	37,813	37,813	0

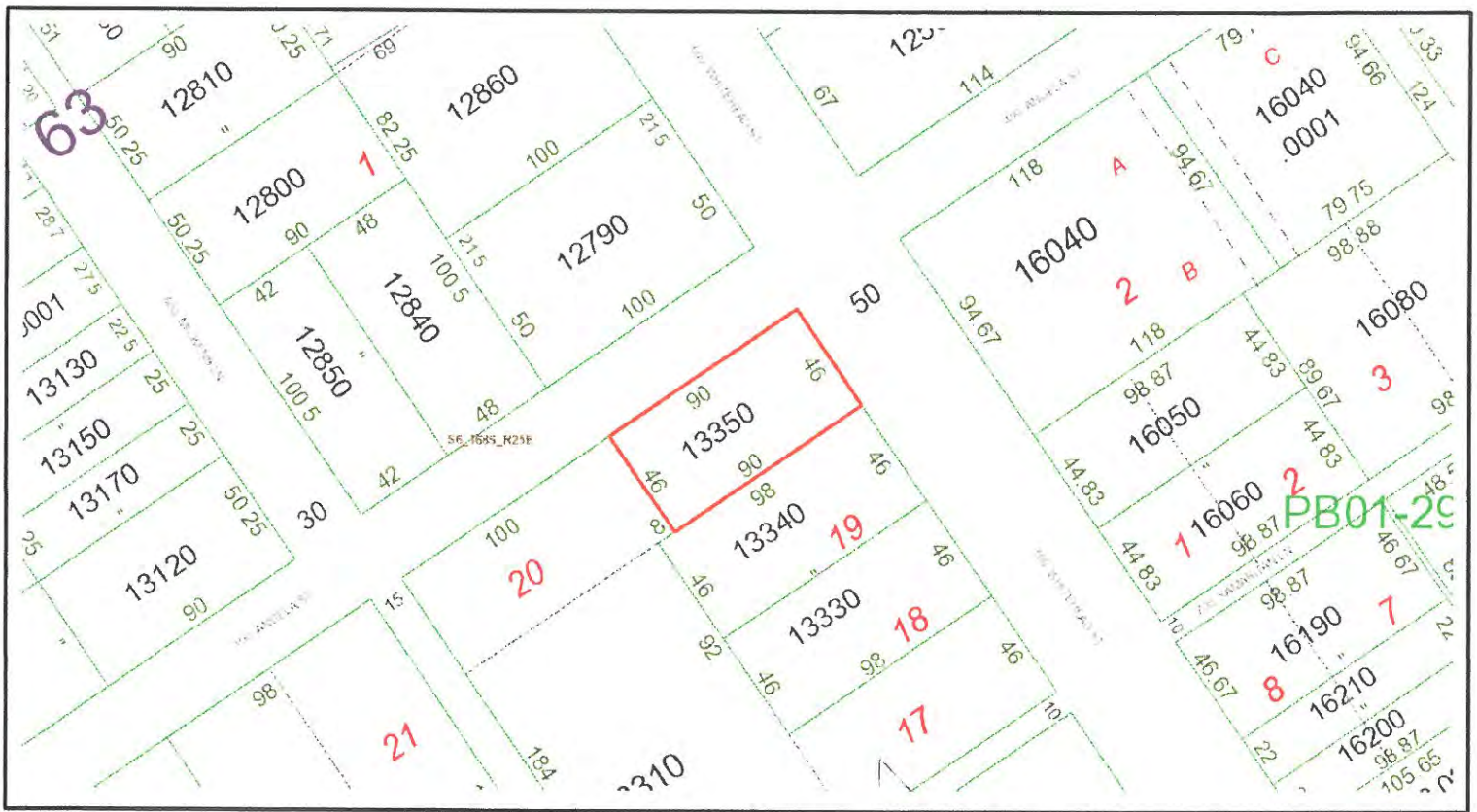
Parcel Sales History

NOTE: Sales do not generally show up in our computer system until about two to three months after the date of sale. If a recent sale does not show up in this list, please allow more time for the sale record to be processed. Thank you for your patience and understanding.

There are no sales to display for this parcel.

This page has been visited 47,380 times.

Monroe County Property Appraiser
Karl D. Borglum
P.O. Box 1176
Key West, FL 33041-1176



Printed: Oct 17, 2011

Monroe County, Florida

MCPA GIS Public Portal

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Karl D. Borglum
Property Appraiser
Monroe County, Florida

office (305) 292-3420
fax (305) 292-3501
Website tested on Internet
Explorer

GIS Mapping requires Adobe Flash 10.3 or higher.

Property Record View

Alternate Key: 1013731 Parcel ID: 00013350-000000

Ownership Details

Mailing Address:

CHURCH A M E ZION TRUSTEE
702 WHITEHEAD STREET
KEY WEST, FL 33040

Property Details

PC Code: 71 - CHURCHES

Millage Group: 11KW

Affordable Housing: No

Section-Township-Range: 06-68-25

Property Location: 702 WHITEHEAD ST KEY WEST

Legal Description: KW PT LOT 1 SQR 1 TR 3 UU-74 J-709

Show Parcel Map - Must have Adobe Flash Player 10.3 or higher

Exemptions

Exemption	Amount
10 - RELIGIOUS	576,386.00

Land Details

Land Use Code	Frontage	Depth	Land Area
100E - COMMERCIAL EXEMPT	46	90	4,140.00 SF

Building Summary

Number of Buildings: 1

Number of Commercial Buildings: 1

Total Living Area: 1160

Year Built: 1935

Building 1 Details

Building Type

Effective Age 28

Year Built 1935

Functional Obs 0

Condition A

Perimeter 196

Special Arch 0

Economic Obs 0

Quality Grade 400

Depreciation % 36

Grnd Floor Area 1,160

Inclusions:

Roof Type

Heat 1

Heat Src 1

Roof Cover

Heat 2

Heat Src 2

Foundation

Bedrooms 0

Extra Features:

2 Fix Bath 0

3 Fix Bath 0

4 Fix Bath 0

5 Fix Bath 0

6 Fix Bath 0

7 Fix Bath 0

Extra Fix 6

Vacuum 0

Garbage Disposal 0

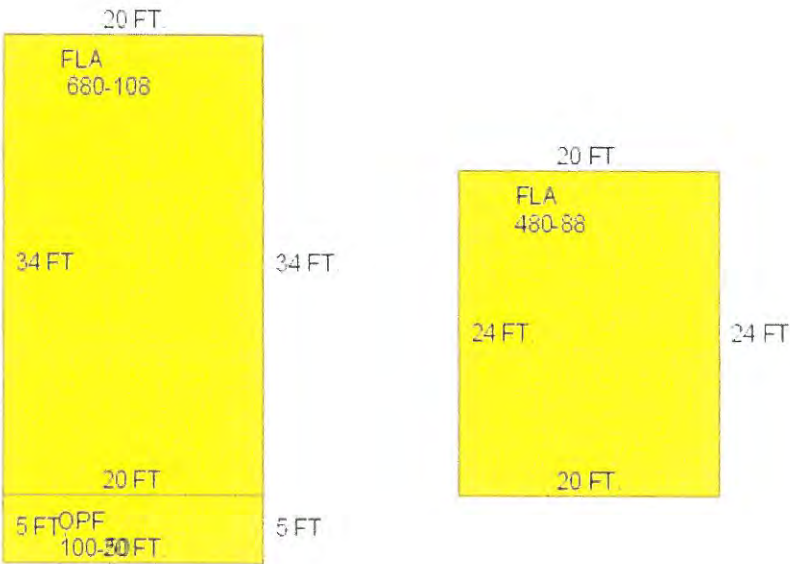
Compactor 0

Security 0

Intercom 0

Fireplaces 0

Dishwasher 0



Sections:

Nbr	Type	Ext Wall	# Stories	Year Built	Attic	A/C	Basement %	Finished Basement %	Area
1	FLA		1	1984					680
2	OPF		1	1984					100
3	FLA		1	1984					480

Interior Finish:

Section Nbr	Interior Finish Nbr	Type	Area %	Sprinkler	A/C
-------------	---------------------	------	--------	-----------	-----

2582	CHURCHES	100	N	Y
2583	OPF	100	N	N
2584	CHURCHES	100	N	Y

Exterior Wall:

Interior Finish Nbr	Type	Area %
673	AB AVE WOOD SIDING	100

Appraiser Notes

CHURCH MANSE

Building Permits

Bldg Number	Date Issued	Date Completed	Amount	Description	Notes
9701008	04/01/1997	07/01/1997	9,500		UPGRADE TO 300 AMP SERVICE
9701868	06/01/1997	07/01/1997	36,000		INST 2-15 TON/1-10 TON AC

Parcel Value History

Certified Roll Values.

[View Taxes for this Parcel.](#)

Roll Year	Total Bldg Value	Total Misc Improvement Value	Total Land Value	Total Just (Market) Value	Total Assessed Value	School Exempt Value	School Taxable Value
2011	130,688	0	458,861	589,549	576,386	589,549	0
2010	130,688	0	393,300	523,988	523,988	523,988	0
2009	136,814	0	465,750	602,564	602,564	602,564	0
2008	136,814	0	517,500	654,314	654,314	654,314	0
2007	97,811	0	517,500	615,311	615,311	615,311	0
2006	97,811	0	351,900	449,711	449,711	449,711	0
2005	102,003	0	289,800	391,803	391,803	391,803	0
2004	101,998	0	248,400	350,398	350,398	350,398	0
2003	101,998	0	124,200	226,198	226,198	226,198	0
2002	101,998	0	124,200	226,198	226,198	226,198	0
2001	101,998	0	124,200	226,198	226,198	226,198	0
2000	101,998	0	111,780	213,778	213,778	213,778	0
1999	101,998	0	111,780	213,778	213,778	213,778	0
1998	67,999	0	111,780	179,779	179,779	179,779	0
1997	65,855	0	103,500	169,355	169,355	169,355	0
1996	59,868	0	103,500	163,368	163,368	163,368	0

1995	59,868	0	103,500	163,368	163,368	163,368	0
1994	59,868	0	103,500	163,368	163,368	163,368	0
1993	59,868	0	103,500	163,368	163,368	163,368	0
1992	59,868	0	103,500	163,368	163,368	163,368	0
1991	59,868	0	103,500	163,368	163,368	163,368	0
1990	47,039	0	83,835	130,874	130,874	130,874	0
1989	47,039	0	82,800	129,839	129,839	129,839	0
1988	43,288	0	74,520	117,808	117,808	117,808	0
1987	42,581	0	31,795	74,376	74,376	74,376	0
1986	42,738	0	29,808	72,546	72,546	72,546	0
1985	41,953	0	16,850	58,803	58,803	58,803	0
1984	21,439	0	16,850	38,289	38,289	38,289	0
1983	21,439	0	16,850	38,289	38,289	38,289	0
1982	21,860	0	12,461	34,321	34,321	34,321	0

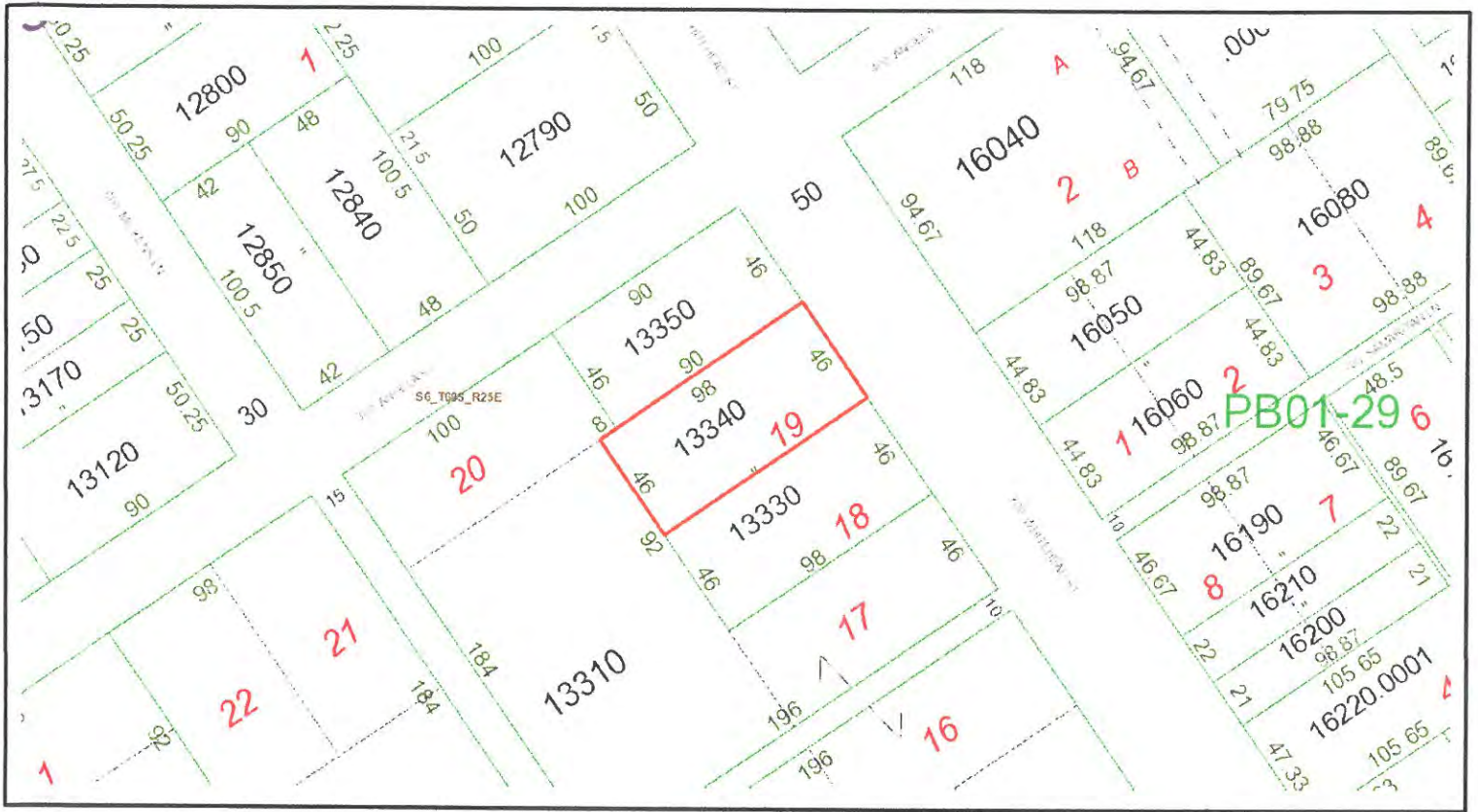
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Monroe County Property Appraiser
Karl D. Borglum
P.O. Box 1176
Key West, FL 33041-1176



Printed: Oct 17, 2011

Monroe County, Florida

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ITEM E
OWNERSHIP AND
LEGAL STRUCTURE

ITEM G
PROJECT BUDGET

William P Horn Architect, PA

Date: 9/10/12

**To: Rev. Dr. Kevin Lewis, Pastor
Cornish Memorial AME Zion Church
702 Whitehead Street
Key West, Florida 33040**

**Re: Renovations
702 Whitehead Street
Key West, Florida 33040**

COST ESTIMATES

CHURCH BUILDING

Priority One

1. Structural stabilization of foundation and shear walls:	\$86,000.00
2. ADA access to rear entry (relocation of lift, first floor ramp):	\$10,000.00
3. Site ADA access for parking, grading revisions:	\$10,000.00
4. First floor restroom revisions for ADA compliance:	\$53,000.00
5. Kitchen upgrade to meet codes:	\$45,000.00
	\$204,000.00

Architectural and engineering fees (8.8%):	\$17,952.00
Estimated City Permit and Impact fees:	\$8,000.00

Total \$229,952.00

Priority Two

1. First floor window replacements:	\$28,000.00
2. Tent church for termites:	\$10,000.00
3. Upstairs revisions to Pulpit/ Chancel/ rails:	\$15,000.00
4. Remove 2 inch step under pews:	\$15,000.00
5. Interior finish upgrades/ painting:	\$40,000.00
	\$108,000.00

Architectural and engineering fees (8.8%):	\$9,504.00
Estimated City Permit and Impact fees:	\$4,000.00

Total \$121,504.00

PARSONAGE BUILDING

Priority One

1. Roof replacement/ add cricket to rear roof:	\$20,000.00
2. Foundation/ framing repairs:	\$38,000.00
3. Electrical upgrade (replace entire system) to meet code:	\$25,000.00
4. Window/ door replacement with shutters:	\$40,000.00

\$123,000.00

Architectural and engineering fees (8.8%):	\$10,824.00
Estimated City Permit and Impact fees:	\$4,000.00

Total \$137,824.00

Priority Two

1. Interior framing/ finishes:	\$60,000.00
2. Exterior siding repair:	\$10,000.00
3. Plumbing (replace entire system):	\$25,000.00
4. Painting (interior/ exterior):	\$45,000.00
5. Cabinetry (kitchen/ baths):	\$20,000.00
6. New A/C system:	\$24,000.00

\$184,000.00

Architectural and engineering fees (8.8%):	\$16,192.00
Estimated City Permit and Impact fees:	\$6,000.00

Total \$206,192.00

ITEM H
PROJECT SCHEDULE

ITEM I
GREEN FEATURES

Attachment 3

PHASE 2 GREEN FEATURES

CORNISH MEMORIAL A.M.E. ZION CHURCH RESTORATION PHASE 2

- A. WATER EFFICIENT PLUMBING FIXTURES**
The new accessible bathrooms and fellowship hall kitchen will be fitted with low flow fixtures thus saving on water usage.
- B. HIGH EFFICIENCY APPLIANCES**
The fellowship hall kitchen will be fitted with energy efficient commercial-grade appliances.
- C. COMPACT FLUORESCENT LIGHTS**
The church will add replaced its incandescent light bulbs with energy efficient compact fluorescent light (CFL) bulbs, which will have a useful life that will have five times the longevity of incandescent bulbs.
- D. NEW PARSONAGE ELECTRICAL SERVICE**
The electrical service and wiring to the parsonage will be replaced, not only replacing the hazardous antiquated system presently being used, but being more efficient, reducing electrical bills. Also, it will be sized to allow a high SEER high-efficiency central air conditioning system for the parsonage, thus reducing electrical expenses further.
- E. WATER BASED PAINT**
In painting the new storm sash with a water based paint such as Benjamin Moore's ECO Spec Zero VOC will be specified. This will reduce the overall VOC (Volatile Organic Compounds) that pollute the environment.
- F. PROGRAMMABLE THERMOSTAT**
The air conditioning and heating units will have programmable thermostats for the purpose of saving energy. The thermostats will cut the units off when they reach the preset temperature, saving energy and energy cost.

PHASE 1

The following improvements were made during Phase 1 of the restoration, paid for with a 2010 TIF grant.

- A. CEILING FANS**
Ceiling fans were added to cover the entire sanctuary and fellowship hall. These will reduce air conditioning and ventilation costs thus saving on energy bills. The fans installed were all high efficiency "Energy Star" units.
- B. WATER BASED PAINT**
The exterior siding and trim repairs were painted with a low VOC water based paint. This will reduce the overall VOC (Volatile Organic Compounds) that pollute the environment.