



Community Redevelopment Area Application for Tax Increment Appropriation 2012 Allocation

Applications for funding are accepted between Tuesday, July 5, 2011 and Friday, September 30, 2011. By law funding for the Community Redevelopment Agency occurs after January 1. The attached Community Redevelopment Agency Use of Tax Increment Funding Guidelines includes additional information to assist in the application process.

- A. CRA LOCATION: Which Community Redevelopment Area (CRA) subarea is the project located within? **Check one:**
- Bahama Village Subarea
 Caroline Street Corridor Subarea

B. PROJECT NAME: William Street Roundabout

C. PROJECT LOCATION/ADDRESS: North End of William Street at Key West Bight

- D. APPLICANT (*PLEASE EXECUTE ATTACHED AUTHORIZATION FORMS*)

Entity City of Key West

Authorized Representative Marilyn Wilbarger

Role or Capacity of Authorized Representative Senior Property Manager

Address 201 William Street

Telephone Number 305-809-3794

Cellular Number _____

E-Mail Address mwillbarg@keywestcity.com



E. PROJECT INFORMATION

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

Provide a brief description of the project:

Civil Design and Engineering fees for a new roundabout with planter and drop-offs at the end of

William Street at Key West Bight.

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

map(s)

deeds(s)

boundary survey

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

If a Program, please fully describe the population served by the program and the address of the program facility location on a separate sheet of paper. Please attach authorization from the property owner for the proposed program facility location.

Facility location authorization

F. 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.

City of Key West

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.

The Key West Bight was purchased by the City to ensure public access to the waterfront.



G. PREAPPLICATION MEETING

A pre-application with the City Planner and Historic Preservation Planner is required prior to application submittal. Please provide the following pre-application meeting dates:

9/27/11 Planning Department
9/27/11 Historic Preservation Planner

H. PROJECT BUDGET

Note: Applicants are encouraged to consider the total amount available for TIF funding in 2012 relative to their project request.

- 1. Is funding requested for multiple phases (over more than one funding cycle?) [] yes [X] no
2. Project Cost for 2012 [68,000.00]
Total Project Cost [68,000.00] (if multiphase, for all years)
3. Amount of TIF Funding Requested for 2012 [68,000.00]
Total Amount of TIF Funding Requested [68,000.00] (if multiphase, for all years)
4. Total Amount of matching funds provided for 2012 [180,000.00]
Total Amount of matching funds provided [180,000.00] (if multiphase, for all years)
Describe the source and amount of matching funds [City Enterprise Funds]
5. Attach a detailed budget for the project describing each key element and estimated costs (if multiphase, for all years)
[X] Detailed budget attached

I. PROJECT SCHEDULE

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

[] Schedule attached

J. 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

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: [Signature] Date: 9-30-11

Subscribed and sworn to (or affirmed) before me on 9-30-11 (date) by

Mariya Wilbarger
Please Print Name of Affiant

He/She is personally known to me or has presented _____ as identification.

[Signature]
Notary's Signature and Seal



Name of Acknowledger printed or stamped

Title or Rank

Commission Number, if any

Section E
Project Information



RECEIVED
September 30, 2011
KW Planning Dpt



William St. Roundabout

(2) Improve the physical design and operation of roads and walkways connecting to the Key West Bight area, with a particular focus on the terminus of Williams Street, Margaret Street.

(3) Recognize the growing importance of Caroline Street as both a neighborhood-serving and tourist-serving commercial area with distinct characteristics which support residential and mixed use redevelopment throughout the entire subarea, including quieter residential districts.

(4) Ensure that redevelopment respects and incorporates the historic pattern of land uses and scale while improving vehicular and pedestrian connectivity, improving infrastructure, facilitating public access (visual and physical) and responding to community concerns.

(5) Support multi-modal transportation options, including the ferry terminal and other water-based transportation options.

(B) **Primary Objective 2: Innovative Use of Transportation, Pedestrian and Open View Corridors.** Preserve, emphasize and expand public waterfront access and connectivity, advance open view corridors to the water, and encourage pedestrian opportunities to access and/or walk along the waterfront. The following are a series of non-exclusive strategies to achieve the objective:

(1) Encourage bicycle and pedestrian access to and through the Caroline Street Corridor subarea using attractive and positive landscape architecture, including landscaping, sidewalks, and way-finding techniques.

(2) Support initiatives to identify the subarea and important corridors within the subarea with signage, characteristic design approaches, and other techniques to indicate arrival into the subarea and support a sense of place.

(3) Develop and invest in transportation, power, utility, pedestrian and communications infrastructure corridors within the Community Redevelopment Area.

(4) Recognize the importance of the Key West Bight area as well as the Caroline Street corridor in shaping redevelopment efforts.

(C) **Primary Objective 3: Advance Housing Stocks.** Reinvest in, refurbish or replace housing stocks; address and encourage incorporation of affordable and work-force housing into the fabric of the Community Redevelopment Area; preserve and empower homeownership and long-term rentals for City residents. The following are a series of non-exclusive strategies to achieve the objective:

(1) Encourage reinvestment in new, and redevelopment of existing, affordable and work-force housing units. Provided, however, that such activities should be mindful not to unduly displace residents or alter neighborhoods.

(2) Identify and/or create a variety of appropriate programs to assist in the development, renovation and redevelopment of housing stock.

(3) Ensure that the historic and cultural values of new and existing structures are supported and maintained through application of existing HARC guidelines and through loan and funding programs.

(4) Encourage redevelopment within the Caroline Street Corridor subarea in a manner that avoids a net reduction of affordable or work-force housing below what is existing within the Caroline Street Corridor prior to redevelopment.

(D) **Primary Objective 4: Improve Infrastructure.** Consider existing infrastructure and or infrastructure needs in a manner that addresses the consequences of blighted area conditions. The following are a series of non-exclusive strategies to achieve this.

(1) Support correction of flooding and improvement of stormwater management throughout the subarea.

(2) Support repair and replacement of sidewalks, and construction of new sidewalks, as well as bicycle lanes, throughout the subarea.

(E) **Primary Objective 5: Stimulate Public and Private Participation.** Stimulate real and substantial public/private interest and participation in the

redevelopment of the Community Redevelopment Area as a vibrant community. The following are a series of non-exclusive strategies to achieve the objective:

(1) Identify incentive programs, grants and funding options, applicable to CRA objectives.

(2) Consider public/private partnerships on a case by case basis when such partnerships further redevelopment objectives.

(F) **Primary Objective 6: Address Parking and Traffic Congestion.**

Employ innovative transportation strategies to address traffic circulation, reduce congestion, protect pedestrians and provide for diverse and creative parking solutions, intermodal transportation and pedestrian opportunities to within and throughout the Community Redevelopment Area; enhance connection with other areas of the City; and, improve emergency evacuation. The following are a series of non-exclusive strategies to achieve the objective:

(1) Continue to encourage the development and maintenance of joint use parking areas to support development and redevelopment as well as parking priority programs.

(2) Support parking programs to address peak period usage of area while supporting community character.

Section F
Ownership & Legal Structure



City of Key West Planning Department

Verification Form

(Where Authorized Representative is an Entity)

I, MARILYN WILKINS, in my capacity as Senior Property Mgr
(print name) (print position; president, managing member)

of KEY WEST BIGHT
(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:

201 William
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.

[Signature]
Signature of Authorized Representative

Subscribed and sworn to (or affirmed) before me on this _____ by _____
date

Name of Authorized Representative

He/She is personally known to me or has presented _____ as identification.

Notary's Signature and Seal

Name of Acknowledger typed, printed or stamped

Section H
Project Budget



THE CITY OF KEY WEST

Post Office Box 1409
Key West, FL 33041-1409

BUDGET

The following is a brief summary of engineering fees for budget use:

Survey (If Needed)	\$ 5,500
Preparation of construction drawings and specifications/contract documents	\$ 35,500
Bid Phase Services	\$ 12,000
Construction Phase Services	<u>\$ 15,000</u>
Total	\$ 68,000

Matching Funds

Construction & Stormwater tie-ins (City Enterprise Funds)	\$180,000.00
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Section I

Project Schedule



RECEIVED
September 30, 2011
KW Planning Dpt



THE CITY OF KEY WEST

Post Office Box 1409
Key West, FL 33041-1409

PROJECT SCHEDULE

This funding request is limited to design and engineering of the traffic circle and adjoining pedestrian walkways. At this time, there is no schedule established for approval of construction implementation. It is our intention to proceed as expediently as possible within the established procurement requirements and pursuant to schedules of approving bodies.

Request for Additional Information



THE CITY OF KEY WEST

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

December 11, 2011

VIA ELECTRONIC MAIL

Ms. Marilyn Wilbarger
City of Key West
201 William Street
Key West, Florida 33040

**RE: Application for Tax Increment Appropriation
William Street Roundabout
Request for Additional Information and Clarification**

Dear Ms. Wilbarger:

The City is in receipt of your timely submitted application for the William Street Roundabout Construction drawings project. Staff has conducted a preliminary review of the application and is requesting the following additional information or clarification regarding the submitted materials:

- Describe how the proposed project improves conditions within the CRA by relating the aspects of the project to the Primary Objectives of the Plan;
- Clarify the scope of the project and how the proposed design affects pedestrians, traffic patterns, parking, loading and the Bight District;
- Clarify how the proposed construction relates to the Bight Master plan and whether the construction documents are under contract with the designer for the Bight Master Plan;
- Provide the schematic design drawings showing the proposed design;
- Clarify the estimated schedule for approvals, construction and implementation of proposal. Clarify the construction schedule as it relates to the total projected project cost;
- Clarify the total project cost and from where the cost estimates were derived. Provide the cost estimates;
- Clarify the source of the matching funds and whether the money has been committed to date;
- Describe how this application will promote green services;
- Provide a notarized Authorization form signed by the City Manager;
- Provide a notarized Verification form signed by yourself;
- Provide a deed and survey.

This additional information is requested by December 28, 2011.

Your project presentation is tentatively scheduled before the Community Redevelopment Agency on Wednesday, January 18, 2012. The CRA meets after the City Commission meeting; that meeting convenes at 6:00 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

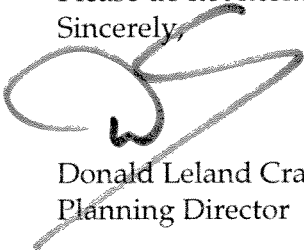
December 11, 2011

Page 2

additional information or clarification requests during the review period. The ranking and allocation approvals are also expected to take place that night.

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

Sincerely,

A handwritten signature in black ink, appearing to be 'DL Craig', written over a horizontal line.

Donald Leland Craig, AICP
Planning Director

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

K:\Community Redevelopment Area\2012 TIF Appropriation Requests\CSC TIF Requests\20111211 Request for More Info\William Street Roundabout - 20111209 request for additional information.doc

Amended Application Information



THE CITY OF KEY WEST

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

December 19, 2011

Mr. Don Craig
City of Key West
P.O. Box 1490
Key West, FL 3041

Dear Mr. Craig:

Recognizing the importance of the Key West Bight area in shaping redevelopment efforts within the CRA, the Key West Bight has submitted an application for Tax Increment Financing Funds to provide funding for the civil design and engineering services necessary to create a traffic circle and pedestrian walkways at the foot of William Street.

Background:

In May of 2010, the CRA entered into a contract with MBIK2M for the design and enhancement of the public areas in the Historic Seaport. That conceptual design was presented to the Key West Bight Management District Board and to the CRA and the traffic circle was presented as a major element of that design. It is intended to greatly enhance the pedestrian experience, encourage bicycle use and promote green initiatives in the area as the adjacent Lazy Way Lane would then be closed to vehicular traffic, which is also a material public safety concern. It is also intended to provide a safe loading zone that will eliminate delivery vehicles from backing up on the street. A copy of the conceptual design plan is attached for your reference.

Financial

The overall budget for the Public Area Enhancement is set at \$1,000,000 in three phases over three years. The traffic circle was not included in the first phase however it has moved up in priority as it will anchor the re-development of the waterfront building and support the development of the hotel project that is slated for the vacant parcel at the foot of William Street. We have received a cost estimate for the civil design and engineering services required to undertake the traffic circle as noted in the attached estimate, provided by a local engineering firm. It is anticipated that there will be \$180,000 in matching funds for the construction and storm water tie-ins provided through City Enterprise funds.

Project Schedule

At this point there are no contracts in place for design or construction and therefore no schedule has been established nor do we have total project cost estimates as this work is the initial step required to establish both the construction schedule and cost. The next steps will be approvals and funding which will be undertaken as expediently as possible within the established procurement requirements and pursuant to the schedules of the approving bodies.

In conclusion, we believe that this project supports several primary objectives of the Community Redevelopment Area plan including Primary Objective 2: The Innovative Use of Transportation, Pedestrian and Open View Corridors, Primary Objective 4: Improve Infrastructure , and Primary Objective 6: Address Parking and Traffic Congestion.

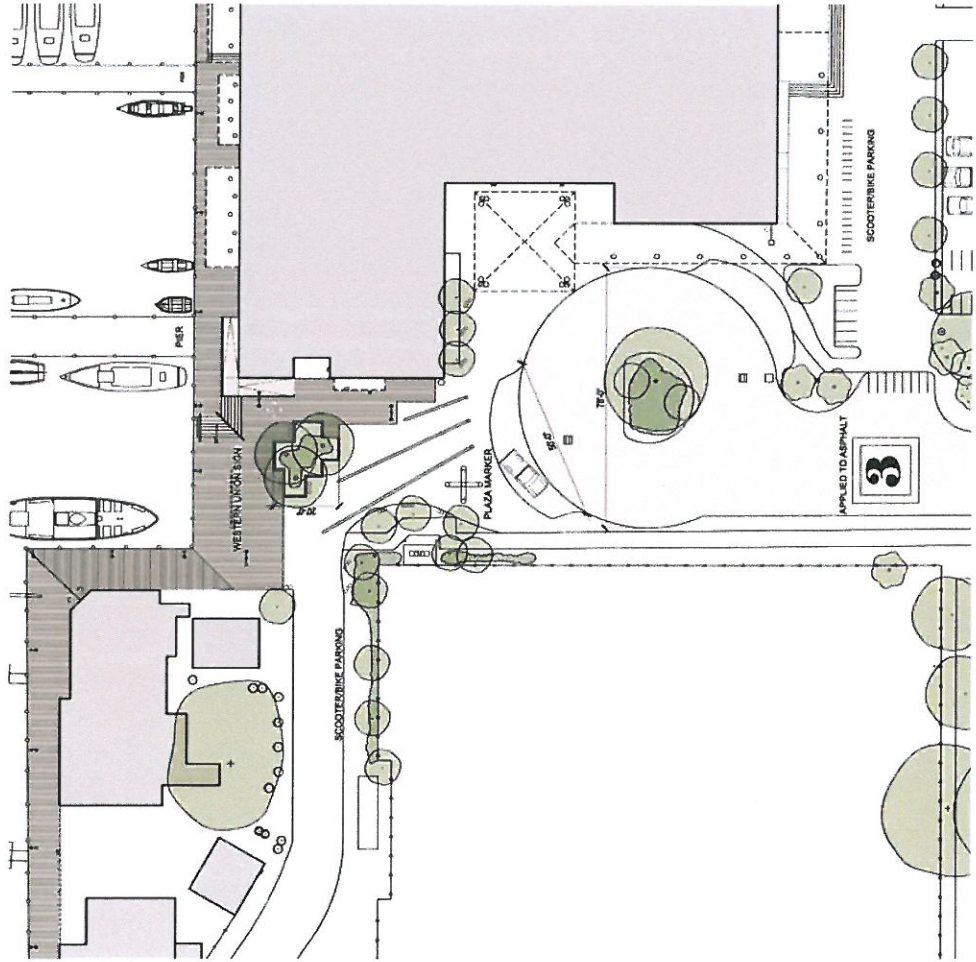
Please do not hesitate to call me with any additional questions.

Sincerely,

Marilyn D. Wilbarger, RPA, CCIM
Senior Property Manager

Design Enhancement at the Historic Seaport

November 6, 2010



Design Element – William Street Plaza

- Plaza marker element
- Bus / Trolley / Delivery area
- Plaza area with wood decking, seating, and raised planters providing shade trees
- Plaza marker in pavement





THE CITY OF KEY WEST

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Key West, FL 33041-1409

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